PREREQUISITES:

None

Other: Although this course has no formal prerequisites, it assumes that you have had at least BMT 1010—Business and Its Environment, or another introductory course in business. This course is writing-intensive, so ENG 1510 or a similar college-level English composition course is highly recommended.

COURSE OVERVIEW:

Business and government relations, with emphasis on analysis of selected areas involving public policy and business.

METHODS OF COURSE INSTRUCTION:

All material for this course is print-based. Instructor and students communicate and exchange materials through postal mail.

E-PRINT OPTION:

In this course, an option exists to use e-mail to submit your lesson assignments. Your assignment will be returned to you either as an e-mail attachment or as a hard copy sent through the postal mail, depending on the preferences of the instructor and/or program.

TEXTBOOKS AND SUPPLIES:

Steiner, John F., and George Albert Steiner. *Business, Government, and Society: A Managerial Perspective*. 13th ed. New York: McGraw-Hill Irwin, 2012. [ISBN: 9780073405056]

NUMBER OF LESSONS:

The course has five lessons. These lessons include:

- Lesson 1: Business, Government, and Society
- Lesson 2: Corporate Social Responsibility and Business Ethics
- Lesson 3: Doing Business in the Modern World
- Lesson 4: Challenges for Today and Tomorrow
- Lesson 5: Human Resources and Corporate Governance

TYPES OF WRITING ASSIGNMENTS:

The course is divided into five large lessons, each covering three to four chapters of the text. There is a lot of content to master in each lesson, so take your time and make outlines and notes as you go.

Each lesson has a comprehensive essay assignment based on all the chapters covered in that lesson. Specific instructions for each essay are given in the course lessons.

Lesson 1: Chapters 1–4 Lesson 2: Chapters 5–8 Lesson 3: Chapters 9–12 Lesson 4: Chapters 12–13 Lesson 5: Chapters 16–18

Since this course has only five lessons, you may submit only one lesson at a time, and you must wait until a lesson is graded and returned to you before submitting another. The course has no examinations.

GRADING CRITERIA:

Your grade for this course will be determined by your grades on five comprehensive lessons, each based on particular chapters in the textbook. Each essay will receive a letter grade from A+ to F that corresponds to a numerical score given in the table below.

A+ = 4.0	C+ = 2.8
A = 3.8	C = 2.6
A-=3.6	C-=2.4
B+ = 3.4	D+ = 2.2
B = 3.2	D = 2.0
B-=3.0	D-=1.8
	F = and below -0-

To determine your course grade, the scores you receive on your 4 assignments will be averaged to produce a numerical score. This score will then be converted to a letter grade, using the same scale above.

<u>Example</u> :	Essay 1	Α–	3.6	
	Essay 2	B+	3.4	
	Essay 3	A-	3.6	
	Essay 4	В	3.2	
	TOTAL		13.8	
	Divided by 4:		3.45	Letter grade: B+