

Bossier Parish Community College Syllabus

Course Prefix and Number: BADM 105

Credit Hours: 3

Course Title: General Business Administration

Course Prerequisites: None

Textbook: NICKELS, ECOMM Connect for Understanding Business, 12th ed. (2019)
This text is electronically included in your CANVAS course. A paper version may be obtained but is not required.

Course Description: A survey of business, introducing the major operations of a business, including organization, marketing, finance, management and production. The course also examines the economic, social, and political environment of business and prepares the student for further collegiate education in business.

Learning Outcomes:

At the end of this course, the student will:

- A. define the purpose of business in a capitalistic environment;
- B. display knowledge of how a business is formed, operated, and managed, and;
- C. demonstrate mastery of business terminology.

To achieve the learning outcomes, the student will:

(The letter designations at the end of each statement refer to the learning outcome(s).)

1. define the constructive force that business plays (A), (B);
2. identified the key terms in the economics of business (A), (B);
3. demonstrated a knowledge of business concepts and terms (A), (B), (C);

Course Requirements:

1. Students are required to use BPCC's learning management system and are encouraged to use the BPCC Library to research business topics and employment opportunities.
2. Complete course assignments as outlined by the instructor.

Course Grading:

A. Letter grades will be assigned based on a ten point grading scale:

90 – 100 = A

80 – 89 = B

70 – 79 = C

60 – 69 = D

0 – 59 = F

B. Instructors will give at least four major tests. The last test will be a comprehensive final examination.

- C. Instructors may give unannounced quizzes and/or grade homework assignments.

Attendance Policy: The college attendance policy is available at <http://www.bpcc.edu/catalog/current/academicpolicies.html>

Course Fees: This course is accompanied with an additional fee for supplemental materials.

Nondiscrimination Statement: Bossier Parish Community College does not discriminate on the basis of race, color, national origin, gender, age, religion, qualified disability, marital status, veteran's status, or sexual orientation in admission to its programs, services, or activities, in access to them, in treatment of individuals, or in any aspect of its operations. Bossier Parish Community College does not discriminate in its hiring or employment practices.

COORDINATOR FOR SECTION 504 AND ADA
Angie Cao, Student and Disability Services Specialist

Disability Services, F-254

6220 East Texas Street

Bossier City, LA 71111

Phone: 318-678-6511

Email: acao@bpcc.edu

Hours: 8:00 a.m.-4:30 p.m. Monday - Friday, excluding holidays and weekends.

Equity/Compliance Coordinator

Teri Bashara, Director of Human Resources

Human Resources Office, A-105

6220 East Texas Street

Bossier City, LA 71111

Phone: 318-678-6056

Hours: 8:00 a.m.-4:30 p.m. Monday - Friday, excluding holidays and weekends.