

Fall 2015

BA 1001

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BA 1001 INTRODUCTION TO ENTREPRENEURSHIP SYLLABUS – Fall 2015

INSTRUCTOR: Shelley Elliott/Business Administration

OFFICE: KH 354 **OFFICE HOURS:** By appointment only (Schedule by email).

MESSAGES: 280-6482 **FAX:** 269-1688 (Call 525-9090 before sending)

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TEXTS

1. Lambing, P. & Kuehl, C. R. (2006). **Entrepreneurship**, (4th edition) Upper Saddle, N.J., Prentice Hall.
2. Gerber, Michael E. **The E-Myth Revisited**, Harper Business

TESTS

Three scheduled tests and two scheduled quizzes and two graded class assignments are given during the semester. **There is no extra credit work for this course!**

No make- up tests are allowed *unless you are under a physician's care, in court, or there is a death in the family.* Documentation is required within two classes of last absence.

Cheating on a test will result in a failing grade (0 points). Second offense will result in a failing grade in the course. *See reference to UNO academic policy at end of syllabus.*

GRADE DETERMINATION

Test 1	100 points (25%)	Test 3	100 points (25%)
Test 2	100 points (25%)	Quizzes/Projects Tot.	100 pts. (25%)

TOTAL: 400 points divided by 4 = 100 point basis (i.e.: 100 – 90 = A etc.)

CLASS ATTENDANCE POLICY

Class attendance is required; excessive absences will cause points to be deducted from your final grade. Students are allowed up to 4 unexcused absences with no grade deduction.

Five unexcused absences will result in one letter drop on your final grade.

Six or more unexcused absences will result in a final failing grade of F.

Excused absences must be documented in writing within two class periods from the last missed date or they become unexcused absences. Excused absences includes illness, death of immediate family member, job related responsibilities or interviews.

Any student coming into class 20 minutes after class begins will be counted as absent and may not sign the roll. Pop quizzes are given at the beginning of class. If a student is late and not in their seat prior to the end of the pop quiz they will be given zero points for that quiz. No retakes are allowed on pop quizzes except in the case of excused absences.

You are expected to sign the class roll EACH class period—this is **your** responsibility. *If your signature is not on the roll, you will be considered ABSENT.* Forgery or fabrication of another student's signature or name on the roll is considered academic dishonesty and will result in automatic failure of the class.

CLASS PARTICIPATION:

Participation or non-participation in classroom discussions will make the difference in a borderline grade at the end of the semester, at the instructor's discretion. **Both attendance and participation will be considered for extra points (1-3) at the end of the semester – added to the final grade. To get all three points, a student must have perfect attendance.**

STUDENT RESPONSIBILITIES:

- Attend class. Read assignments for class.
- Be prompt/on time.
- Listen to lectures, take notes, and participate in class discussion!
- DO NOT sleep during class or work on other projects. Turn cell phones and electronic devices off during class.
- Sign attendance roll sheet each class period.
- Network with other students to obtain notes, hand-outs and assignments if you miss class.
- Read and sign syllabus for class policies.

You will have the opportunity to obtain contact information from other students, so that you can obtain notes, handouts and other information if you miss class. Handouts will also be posted on Moodle..

COURSE DESCRIPTION:

BA 1001 covers the nature of entrepreneurship and its role in business enterprise and economic development. It considers the nature of the entrepreneur and steps in the entrepreneurial process: the business idea, opportunity, recognition, and screening and start-up. An overview of special issues related to the family business, franchising, and female and minority entrepreneurs is included. Study also focuses on the sections of the Business Plan.

In addition, this course offers the student a view of the world of the entrepreneur and perspective on self-employment as a career option. Business ownership is not limited to business school graduates. Consequently, this course should be of interest to students of all majors, especially liberal arts, sciences, engineering and general studies students.

COURSE OBJECTIVES:

Upon completion of this course, the student should:

1. Have an understanding of the nature of the entrepreneur and of the entrepreneurial process.
2. Recognize the sources of business ideas.
3. Understand what is a business plan, when to use one, and what are its major elements.
4. Understand the factors that go into starting up a new business such as where to go for information, building a management team, procuring financing, legal issues, and marketing information.
6. Understand the characteristics of family business and franchise operations.
7. Have an understanding of the issues faced by female and minority entrepreneurs in starting and managing a small business.

Academic integrity is fundamental to the process of learning and evaluating academic performance. Academic dishonesty will not be tolerated. Academic dishonesty includes, but is not limited to, the following: cheating, plagiarism, tampering with academic records and examinations, falsifying identity, and being an accessory to acts of academic dishonesty. Refer to the Student Code of Conduct for further information. The Code is available online at <http://www.studentaffairs.uno.edu>.

It is University policy to provide, on a flexible and individualized basis, reasonable accommodations to students who have disabilities that may affect their ability to participate in course activities or to meet course requirements. Students with disabilities should contact the Office of Disability Services as well as their instructors to discuss their individual needs for accommodations. For more information, please go to <http://www.ods.uno.edu>.

I have read the above syllabus and understand the class policies as stated.

Signature: _____ Date: _____