

MGT 305:750
Critical Thinking in Management
3 Contact Hours
Online Course

ASSISTANT PROFESSOR: Dr. Aquesha Daniels

EMAIL: aquesha.daniels@wku.edu

Email is the best way to contact me.

OFFICE LOCATION/HOURS: GRISE HALL 205. By appointment either in person, by phone or Blackboard Collaborate. OFFICE PHONE: 270.745.3584

I. TEXT/SUPPLEMENTAL MATERIALS

- Hartman, Business Ethics: Decision Making for Personal Integrity and Social Responsibility with Connect access, 4th Edition ISBN: **9781259865800**. (Required)
- Access to current newspapers, magazines and the WKU electronic library.

II. COURSE DESCRIPTION

This course is designed to develop skills needed for analyzing a problem or situation to arrive at a hypothesis or conclusion about it after synthesizing or integrating all available information. In critical thinking, all assumptions are open to question, divergent views are sought, and the investigation is not biased in favor of a particular solution.

III. COURSE OBJECTIVES (EXPECTED OUTCOMES)

Our ultimate goal is to help create a dynamic community of “enlightened leaders and thoughtful, effective global citizens.” This business course is an integral part of the business curriculum and for preparation for further study in the area.

In particular, the course learning outcomes are the following:

1. You will learn about your own ethical underpinnings and values while discovering how others process and approach ethical decisions.
2. You will develop the skill to identify the key (root) issues in ethical situation and succinctly focus on the correct response through a particular ethical lens.
3. You will become proficient at utilizing critical thinking skills by analyzing, answering and discussing the issues raised.
4. You will be able to communicate persuasive new in an effective manner conducive to in a professional business environment.
5. You will learn how to effectively apply ethical principles to realistic fact situations.

IV. ONLINE DELIVERY SYSTEM (COURSE PLATFORM)

The online component of this course is delivered in Blackboard learning management system in conjunction with the McGraw Hill Connect with Learn Smart. Registration instructions will be posted on Blackboard in the Course Rundown section.

V. TECHNOLOGY REQUIREMENTS

Computer access and use is a necessity of this course as most (if not all) assignments and exams will be computer based. You will need to have access to a computer with internet access. If you need access to a computer, you can use the on campus computer lab to access computer applications and the web. Please use the following checklist to determine your computer readiness. You should own or have access to:

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- Computer with personal access to the Internet (e.g., computer with a modem or cable modem connection) and reliable high-speed internet access connection.
- YouTube account
- Video microphone or some type of voice/audio/video recording device
- Web-browser software--at least Internet Explorer 11, Chrome 4.7, Firefox 3.0 or above
- Windows 7 or higher operating system (or MAC OS X or higher)
- Virus-checking software
- Word-processing software
- Plug-ins including Acrobat Reader and Flash Player
- Webcam with microphone and speakers 32 MB RAM
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VI. ACCESSIBILITY

In compliance with university policy, students with disabilities who require academic and/or auxiliary accommodations for this course must contact the Office for Student Disability Services in Downing University Center, A-200. They can be reached at 270-745-5004. Please DO NOT request an accommodation directly from the professor without a letter of accommodation from the Office for Student Disability Services.

VII. COURSE POLICIES/ACADEMIC INTEGRITY AND BEHAVIOR

Active engagement is a requirement in any course, or rather; a main ingredient if a student wishes to succeed. This course requires self-discipline as your grade will rely heavily on readings, assignments, and video submissions. Absolutely no late work will be accepted for any reason (with the exception of an evidenced emergency). Your grade will be based upon the thoroughness, accuracy and insightfulness of your work done in the course. You are expected to participate fully in all coursework. There are no opportunities for makeup of missed work after it is due, because assignments are posted early, and are available prior to the due date. However, work submitted early is always acceptable.

VIII. STANDARD FOR WRITTEN WORK IS “BUSINESS PROFESSIONAL”

Standards for written work are intended to prepare the student to operate effectively in a *professional business environment*. Consistent with this goal, all work will be evaluated to this general standard. You are expected to write as if you are at work and not in an internet chat room. Be sure that your writing, spelling, punctuation and other work product is up to this standard.

IX. ACADEMIC DISHONESTY

Any time you use the ideas of another, you must show the source at the end of the section that uses those ideas. If you fail to do so, it constitutes presenting the work of another as your own, and that is a violation of the academic dishonesty policy.

If you use the words of another in exactly the wording the original author used it (“verbatim”); you must put the words in “quotes” to show you are using the words of another. For example, if you quote someone, as an example, you should write “Never try to teach a pig to sing, because all you do is waste your time and annoy the pig.” Matt Pike, in Forward Observer, Oct 19, 2008. The format of the quote reference is not as important as the fact that you say in SOME format that these are copied words, not your words. Plagiarism will result, in a grade of “F” in the course, no matter if the plagiarism was intentional or accidental, so don’t take any chances. If in doubt, cite the source to be safe. All

assignments must be entirely in your own words. Under no circumstances should any material be copied and pasted from any source.

X. TITLE IX/DISCRIMINATION & HARASSMENT

Western Kentucky University (WKU) is committed to supporting faculty, staff and students by upholding WKU's Title IX Sexual Misconduct/Assault Policy (#0.2070) at <https://wku.edu/eoo/documents/titleix/wkutitleixpolicyandgrievanceprocedure.pdf> and Discrimination and Harassment Policy (#0.2040) at https://wku.edu/policies/hr_policies/2040_discrimination_harassment_policy.pdf. Under these policies, discrimination, harassment and/or sexual misconduct based on sex/gender are prohibited. If you experience an incident of sex/gender-based discrimination, harassment and/or sexual misconduct, you are encouraged to report it to the Title IX Coordinator, Andrea Anderson, 270-745-5398 or Title IX Investigators, Michael Crowe, 270-745-5429 or Joshua Hayes, 270-745-5121. Please note that while you may report an incident of sex/gender based discrimination, harassment and/or sexual misconduct to a faculty member, WKU faculty are "Responsible Employees" of the University and MUST report what you share to WKU's Title IX Coordinator or Title IX Investigator. If you would like to speak with someone who may be able to afford you confidentiality, you may contact WKU's [Counseling and Testing Center](#) at 270-745-3159.

XI. RESOURCES

The Learning Center (TLC) offers academic assistance with your WKU courses should you need it. The Learning Center (located in the Downing Student Union, 2141) provides free supplemental education programs for all currently enrolled WKU students. The Learning Center at Downing Student Union offers certified, one-on-one tutoring in over 200 subjects and eight academic skill areas by appointment or walk in. Online tutoring is offered to distance learners. TLC is also a quiet study area (with side rooms designated for peer-to-peer tutoring) and a computer lab to complete academic coursework. Please call TLC at (270) 745-5065 for more information or to schedule a tutoring appointment at www.wku.edu/tlc.

XII. ALLOCATION OF POINTS

- LearnSmart Assignments = 100 points (10 assignments @ 10 points each)
- Chapter Quizzes = 200 points (10 quizzes @ 20 points each)
- Writing + Video Assignment Submissions = 200 points (2 submissions @ 100 points each)
- Comprehensive Final Exam = 100 points (50 questions @ 2 points each)
 - NOTE: In order to take final, you will need to schedule a time to take the exam with WKU's Distance Learning Testing Center before the final exam week. An email will be sent out once the Final Exam is available to be scheduled a few weeks before finals week.

***Total Possible Class Points = 600 Total Points**

XIII. POINTS CONVERSION: Points are converted to percentages and graded on the following basis:

Letter	Percentage
A	90 & above
B	89-80
C	79-70
D	69-60
F	59 & below

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*A curve may or may not be applied at the discretion of the Professor.

Important Dates

8/26 Mon-Classes Begin

9/2 Mon-LABOR DAY (University closed)

10/10-10/11 Thurs-Fri-FALL BREAK (No classes; offices open)

11/27-11/29 Wed-Fri-THANKSGIVING BREAK (University closed)

12/9-Mon-Final Exam Period Begins

12/13-Fri-Final Exam Period Ends

Note: More details and a course outline with due dates will be available on our Blackboard course site once loaded. Make sure to check it out.

**THIS SYLLABUS MAY BE REVISED BY NOTICE VIA EMAIL, OR THE LEARNING
MANAGEMENT SYSTEM**

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