



SYLLABUS

Course Title	Senior Seminar in Organizational Communication
Course Number	BUS 496
Number of Credits	3
Course Dates	19WIN2 and 19SPRG
Instructor	Jennifer Worthington
Email Address	jennifer.worthington@doane.edu
Office Hours/Availability	I check my Doane email once a day during the term. You are also welcome to text or call. If I'm at work it will go to voicemail and I'll return your call. Please do not call or text after 9:30 PM.
Phone Number	308-383-1367, call or text
Mandatory Meeting	This course has a mandatory meeting Saturday, January 19 from 9-noon. The meeting will be held at the Grand Island campus and with Omaha students via distance technology. If this date does not work student will need to register for a different term. Feel free to call instructor to discuss.
Textbook Information: (e.g. title, edition, publisher, ISBN)	Urban, H., Life's Greatest Lessons 20 Things that Matter, 978-0743237826, Touchstone. Any edition is fine.
Additional Course Materials	You will need to use Blackboard for this course

<p>Course Description</p>	<p>With the guidance of a faculty member, students will develop a research or experiential project which will demonstrate the knowledge and skills expected upon completion of the major. Satisfactory completion of this project, including a written and oral presentation, will demonstrate a solid understanding of the major, as well as the confidence and skills to work with existing and emerging aspects of the professional field, to do independent research and effective problem solving, and to communicate effectively.</p> <p>Prerequisite/Corequisite: IDS 206, senior standing, and permission.</p>
<p>Program Outcomes</p>	<ul style="list-style-type: none"> a. Use analytical and creative thinking skills to gather and analyze information, to identify and solve problems, to determine potential outcome alternatives, and to make appropriate decisions b. Know and understand organizational communication theories and their practical application c. Develop critical and analytical thinking skills for improvement of organizational communication d. Understand the social, cultural, legal, economic, and ethical contexts of organizational communication e. Understand the value of diversity
<p>Course Learning Outcomes/Objectives</p>	<p>(Please check with the applicable Program Director for this information.)</p>
<p>Technology Requirements</p>	<p>https://www.doane.edu/faq/minimum-computer-requirements</p>

Grading Assessments

Type of Assessment	Points	Total possible points
Autobiography	700	700
Journal Entries	250	250
Group Project	200	200
Project Abstract	50	50
Project	1,000	1,000
Draft of APA paper	200	200
Notebook submission	200	200
Individual Presentation	200	200
Group Presentation	50	50

Grade Scale

A+ = 97-100% A = 94-96% A- = 90-93% B+ = 87-89% B = 84-86% B- = 80-83%
 C+ = 77-79% C = 74-76% C- = 70-73% D+ = 67-69% D = 64-66% D- = 60-63%
 F= 59% or below

Participation Policy	A student is expected to be prompt and regularly attend on-ground classes in their entirety. Regular engagement is expected.
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Study Time	Expectation of the amount of time the course requires students to spend preparing and completing assignments. Typically, students could expect to spend approximately 12 hours a week preparing for and actively participating in this 8-week 3 credit hour course. This actual time for study varies depending on students' backgrounds.
Late Work	Students are expected to follow the due dates as presented.
Submitting Assignments	Some assignments will be uploaded through Blackboard. The final product of this course is a notebook. Contents will be described the first night of class.
Communication Policy including Assignment Feedback	Instructor will respond to emails and messages within 24 hours. Feedback to assignments will be given within 48 hours. If assignments are submitted late there may be a delay in feedback because I plan my time for grading based on due dates.
Academic Integrity Policy	New Academic Integrity Policy to be released AUTM 2018
Academic Support	Please contact academicsupport@doane.edu https://www.doane.edu/graduate-and-adult/academic-support
Disability Services	https://www.doane.edu/disability-services Doane University supports reasonable accommodations to allow participation by individuals with disabilities. Any request for accommodation must be initiated by the student as soon as possible. Each student receiving accommodations is responsible for his or her educational and personal needs while enrolled at Doane University. Please contact Chris Brady at chris.brady@doane.edu or 402-467-9031 for assistance.
Military Services	https://www.doane.edu/graduate-and-adult/military
Anti-Harassment Policy	http://catalog.doane.edu/content.php?catoid=5&navoid=452
Grade Appeal Process	http://catalog.doane.edu/content.php?catoid=5&navoid=238

Credit Hour Definition	Doane University follows the federal guideline defining a credit hour as one hour (50 minutes) of classroom or direct faculty instruction and a minimum of two hours of out-of-class student work each week for approximately fifteen weeks (one semester), or the equivalent amount of work over a different time period (e.g., an 8-week term). This definition applies to courses regardless of delivery format, and thus includes in-person, online, and hybrid courses (combination of in-person and online). It also applies to internship, laboratory, performance, practicum, research, student teaching, and studio courses, among other contexts.
Syllabus Changes	Circumstances may occur which require adjustments to the syllabus. Changes will be made public at the earliest possible time.