MANAGEMENT 5870 & 4470: Leadership Research and Development
The University of North Texas
College of Business Administration
Summer 2019

THIS IS A STUDY ABROAD COURSE THAT MEETS BETWEEN MAY 11- MAY 29. ADDITIONAL ASSIGNMENTS FOR THIS COURSE ARE TO BE COMPLETED BETWEEN JUNE 1- JUNE 28.

Instructor: Dr. Rachel Cleveland
Office: BLB 105
E-mail: rachel.cleveland@unt.edu
Phone: 940-565-3697
Office Hours: By appointment

Check course Announcements regularly for communication from the instructor throughout the semester.

COURSE ACCESS:
This course will use the Canvas online learning platform. Access the course at https://unt.instructure.com/

- Login using your EUID and password under “Course Login”
- Click “MGMT 5870” from the list of courses
- You will need Acrobat Reader and RealPlayer for this course

COURSE OBJECTIVES:

1. To gain in-depth knowledge on the topic of leadership and relevant research informing the practice of leadership in organizations.

2. To learn practical tools and methods of leadership that will apply to a variety of organizational structures.

3. To become aware of how leadership topics apply to work settings through engaging in various activities in the course and conducting research on leaders.

4. To gain insight about your own personalities, skills, ethics, values, and beliefs as they relate to leading others.
COURSE MATERIALS:


Selected readings as assigned within the course modules

OVERVIEW OF COURSE REQUIREMENTS

In this course, students will be required to complete two exams. They will also be required to complete weekly learning modules that present the course content for that week. Students are responsible for reading the textbook to supplement the material presented in the course module. Modules include discussion questions. Students are required to answer discussion questions within the discussion forum following the directions provided in the module and complete module quizzes each week.

EVALUATION OF COURSE PERFORMANCE:

GRADE WEIGHTS:

Undergraduate Requirements:

- Exam 1: 100 points
- Exam 2: 100 points
- Modules:
  - Module Quizzes: 50 points
  - Company Write ups (5 at 20 points each): 100 points

Total Possible Points: 350 points

Graduate Requirements:

- Exam 1: 100 points
- Exam 2: 100 points
- Modules:
  - Module Quizzes: 50 points
  - Company Write ups (5 at 20 points each): 100 points
  - Final Company presentation: 100 points

Total Possible Points: 450 points

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<tr>
<th>Undergrad Grade</th>
<th>Sum of Course Points</th>
<th>Graduate Grade</th>
<th>Sum of Course Points</th>
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<tr>
<td>A</td>
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<td>Below 210</td>
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<td>Below 270</td>
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EXAMS:

The course includes two exams. Exams will be administered online on the Monday through Tuesday of the week they are assigned. You have a 24 hour window to access exams starting at 7pm on the Monday they are assigned and ending at 9pm on Tuesday. Once you have accessed the exam, you will only have a limited time to complete the exam. Exams consist of multiple choice and true false questions. Questions will be both content and application oriented.

Makeup exams will only be offered for absences in accordance with university policy AND when I am notified prior to the scheduled exam. Failure to take an exam without prior noticed of an excused absence will result in a grade of zero for the exam. It is the student’s responsibility to coordinate a date and time with me for any make-up exam.

You are responsible for taking exams in a location with a reliable computer and internet connection. If you do not have one at home, you are encouraged to find one in a local library or on the UNT campus.

COURSE ASSIGNMENTS AND DISCUSSIONS POSTINGS:

Modules: You will complete 7 Course modules during the semester. Modules can be found on the course home page under “Course Modules.” The schedule of Module Assignments can be found on the last page of your syllabus. Modules consist of an online notes, articles, quizzes, and weekly discussion postings that support the content of the modules. The online notes and articles are designed to complement the weekly textbook reading assignments. It is strongly recommended that you read your text assignment before completing the corresponding module. Course exams will be drawn from both the textbook reading and the modules. It is essential that you read both in preparing for your exams.

The module grade will be based on quizzes and discussion postings. Students must complete these assignments for each course module DURING THE WEEK IN WHICH IT WAS ASSIGNED. All quizzes and discussion forum participation that are required in the modules are due by Sunday at 12 midnight at the end of the week in which they were assigned. For example, Module #1 is assigned on Monday, March 19 and the associated quiz and discussion posting are due by the end of the day, Sunday, March 25 by 12 midnight. Please carefully read the instructions in each module.

Module Quizzes: Each module includes a 5 question quiz. The questions cover the information covered in the module, including information from the notes and corresponding textbook chapters, as well as supplementary videos/audio files/or articles in the module. Students will have 20 minutes to answer the five questions. Each question is worth 1 point, for a total of 5 possible points for each quiz. THE LOWEST QUIZ GRADE WILL BE DROPPED.

Corporate Site Reviews: Students will need to complete a review of the corporate visits. Only the top 5 will go towards their final grade. After every industry/business visit, you will prepare an industry/firm report. This report should consist of three sections.

Industry introduction- a review of the industry that the firm you visited belongs to – Industry size, key competitors, some of the unique features, etc. (1 page)
Company information- a review of the firm you visited on a particular day – firm size, key competitors, unique aspects of the firm, etc. (1 page)
Discussion & Conclusion- synthesize your experiences with the data from secondary sources. Be sure to include any references of outside information, including if our required reading is applicable. (1 page)

These mini reports should be no more than 3 pages for graduate students and no more than 2 pages for undergraduate students, Times New Roman, 12 point, double-space, utilizing APA format including the cover page and references and tables (which are not to be included in the overall page count). You are essentially creating an executive summary document. These assignments are due the following Friday after every company visit by 5 pm via Canvas assignment portal.

**COURSE ASSISTANCE:**

At times, access to the course may be down due to server problems. The UNT CLEAR office will make students aware of such “downtime” whether expected or unexpected. Please see the UNT ecampus main access page (ecampus.unt.edu) for announcements.

Functionality issues: If you have difficulty accessing the course, please contact the Student Support Staff at helpdesk@unt.edu, phone: (940) 565-2324, in person: 130 Sage Hall. Support Desk Hours: M-Th, 8am-midnight; F, 8am-8pm; Sat, 9am-5pm; Sun, 8am-midnight.

**Contact Instructor:** If you cannot locate the answer or if you need additional information, contact your instructor using email. You may also contact your instructor when you have questions concerning assignments (accessing, using, submitting, grading, etc.)

**STUDENTS WITH DISABILITIES:**

The College of Business Administration complies with the Americans with Disabilities Act in making reasonable accommodations for qualified students with a disability. If you have an established disability as defined by the Americans with Disabilities Act and would like to request an accommodation, please see me as soon as possible. My office hours and office number are noted above. University policy requires that within the first week of class students notify their instructor that accommodations will be needed.

**RESEARCH PARTICIPATION**

You may have opportunities during the semester to serve as a research subject and earn extra credit toward the course grade. You may choose not to participate and an alternative means of earning extra credit will be made available to you.
**POLICY ON CHEATING:**

Students are responsible for the textbook chapters outlined in this syllabus and for the course content reviewed in online Course Modules.

Students are expected to uphold University rules and standards of scholastic honesty and integrity. Cheating or other academic misconduct will not be tolerated. Violations will be subject to disciplinary action. Cheating includes collaboration on any assignments that will be graded on an individual basis. It also includes plagiarism, unauthorized preparation of notes for use on exams, looking at another students examination answers, or requesting or passing information during an examination. Students who become aware of suspicious activities are asked to promptly notify the professor so that immediate corrective action can be taken. Please refer to the University’s policy on academic integrity: [http://vpaa.unt.edu/academic-integrity.htm](http://vpaa.unt.edu/academic-integrity.htm)

You will be asked to agree to an ethics statement that outlines the ethical principles you are expected to adhere to in this course. The ethics statement will be made available to you on our course homepage.

**NOTICE TO F1 VISA HOLDERS**

For F–1 students enrolled in classes for credit or classroom hours, no more than the equivalent of one class or three credits per session, term, semester, trimester, or quarter may be counted toward the full course of study requirement if the class is taken on-line or through distance education and does not require the student's physical attendance for classes, examination or other purposes integral to completion of the class. An on-line or distance education course is a course that is offered principally through the use of television, audio, or computer transmission including open broadcast, closed circuit, cable, microwave, or satellite, audio conferencing, or computer conferencing. If the F–1 student's course of study is in a language study program, no on-line or distance education classes may be considered to count toward a student's full course of study requirement [Title 8 CFR 214.2 Paragraph (f)(6)(i)(G)].

**University of North Texas Compliance:**

To comply with immigration regulations, an F-1 visa holder within the United States may need to engage in an on-campus experiential component for this course. This component (which must be approved in advance by the instructor) can include activities such as taking an on-campus exam, participating in an on-campus lecture or lab activity, or other on-campus experience integral to the completion of this course.

If such an on-campus activity is required, it is the student’s responsibility to do the following:

(1) Submit a written request to the instructor for an on-campus experiential component within one week of the start of the course.
(2) Ensure that the activity on campus takes place and the instructor documents it in writing with a notice sent to the International Student and Scholar Services Office. ISSS has a form available that you may use for this purpose. F-1 Visa holders will be required to attend weekly scheduled office visits throughout the term.

Because the decision may have serious immigration consequences, if an F-1 student is unsure about his or her need to participate in an on-campus experiential component for this course, s/he should contact the UNT International Student and Scholar Services Office (telephone 940-565-2195 or email internationaladvising@unt.edu) to get clarification before the one-week deadline.

**SPOT**

The Student Perceptions of Teaching (SPOT) is a requirement for all organized classes at UNT. This short survey will be made available to you at the end of the semester, providing you a chance to comment on how this class is taught. I am very interested in the feedback I get from students, as I work to continually improve my teaching. I consider SPOT to be an important part of your participation in this class.
CLASS SCHEDULE
This will be updated once the itinerary is received from Asia Institute.