

# Business Administration





**Notes**

**\*To pass the course** students must obtain an overall passing average grade on their leadership plan and online open book exam (minimum of 25% of the 50% combined marks assigned to these two individual components of the course).

\*\*Oral and written communication is a critical component of all assignments and exams and as such, is an important criterion in the evaluation of all course work (must meet a minimum of third year standing).

\*\*There are two team assignments in this course. The ideal group size is 3 members, but they can range from 2-4 members, and students can choose their own groups. Your professor will help facilitate  
ades can be impacted (positively or negatively) as a result of these performance ratings by the group.

The Leadership course has been designed to assist in your development as a leader and follower. Since leadership and management are not mutually exclusive, the course material contains a blend of traditional and innovative approaches. These experiences are focused on personal development and team effectiveness. The course materials (class text and reading list) have been selected for their professional discussions about leadership and management. These, along with assignments and exercises, will provide you with several leadership tools to assist with your understanding of the motives of leaders and managers, the relationships between leaders and followers, and will help you to examine leadership choices in a variety of situations. Selected videos, guest speakers and assignments will add other experiential dimensions to your leadership development.

**1. Team Assignments (30% of grade)**

Two formal assignments will be completed in teams. These include:

a.

**Notes (cont.)**

- 3. Course Exam** (25% of grade)

**Course Schedule**

## **SKILLS ACROSS THE BUSINESS CURRICULUM**

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The Okanagan School of Business promotes core skills across the curriculum. These skills include reading, written and oral communications, computers, small business, and academic standards of ethics, honesty and integrity.

## **STUDENT CONDUCT AND ACADEMIC HONESTY**

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### **What is the Disruption of Instructional Activities?**

examinations, lectures, seminars, tutorials, group meetings, other related activities, and with students using the study for disruption of instructional activities include a range of sanctions from a warning and/or a failing grade on an assignment, examination or course to suspension from OC.

### **What is Cheating?**