

## Business Principles (BUSI 1301 – 3A1)

### **CREDIT**

03 Semester Credit Hours (03 hours lecture, 0 hours lab)

### **MODE OF INSTRUCTION**

Face to Face

### **PREREQUISITE/CO-REQUISITE:**

None

### **COURSE DESCRIPTION**

This course provides a survey of economic systems, forms of business ownership, and considerations for running a business. Students will learn various aspects of business, management, and leadership functions; organizational considerations; and decision-making processes. Financial topics are introduced, including accounting, money and banking, and securities markets. Also included are discussions of business challenges in the legal and regulatory environment, business ethics, social responsibility, and international business. Emphasized is the dynamic role of business in everyday life.

### **COURSE OBJECTIVES**

Upon completion of this course, the student will be able to

- Identify major business functions of accounting, finance, information systems, management, and marketing.
- Describe the relationships of social responsibility, ethics, and law in business.
- Explain forms of ownership, including their advantages and disadvantages.
- Identify and explain the domestic and international considerations for today's business environment: social, economic, legal, ethical, technological, competitive, and international.
- Identify and explain the role and effect of government on business.
- Describe the importance and effects of ethical practices in business and be able to analyze business situations to identify ethical dilemmas and ethical lapses.
- Describe basic financial statements and show how they reflect the activity and financial condition of a business.
- Explain the banking and financial systems, including the securities markets, business financing, and basic concepts of accounting.
- Explain integrity, ethics, and social responsibility as they relate to leadership and management.
- Explain the nature and functions of management.
- Identify strengths, weaknesses, opportunities, and threats of information technology for businesses.



**LAMAR INSTITUTE  
OF TECHNOLOGY**

## INSTRUCTOR CONTACT INFORMATION

Instructor: Dr. Yumi Shin  
Email: [yshin@lit.edu](mailto:yshin@lit.edu)  
Office Phone: 409-247-5296  
Office Location: Technology Center, TC-229  
Office Hours: M. W: 10 am – 1pm  
T. Th: 10:30 am – 11 am / 12:30 pm – 2:30 pm  
F: 9:30 am - 10:30 am

## REQUIRED TEXTBOOK AND MATERIALS

***Textbook Purchasing Statement: A student attending Lamar Institute of Technology is not under any obligation to purchase a textbook from the college-affiliated bookstore. The same textbook may also be available from an independent retailer, including an online retailer.***

Introduction to Business (OpenStax) Digital ISBN-13: 978-1-947172-55-5

Digital PDF and Web-Access versions of the textbook are provided to students without charge through the Course Blackboard Portal.

## ATTENDANCE POLICY

This is an in-person course, and regular attendance is essential for success. Students are required to attend all scheduled classes in person and are expected to check Blackboard and their LIT email daily for updates and communications. Active participation and physical presence in class are mandatory to keep pace with the course content.

## DROP POLICY

If you wish to drop a course, you are responsible for initiating and completing the drop process. If you stop coming to class and fail to drop the course, you will earn an “F” in the course.

## COURSE CALENDAR

DATE	TOPIC	READINGS (Due on this Date)	ASSIGNMENTS (Due on this Date)
Week 1 (1/21/25-1/26/25)	Ch. 1	Ch. 1: Understanding Economic Systems and Business	Discussion 1 (Sunday)
Week 2 (1/27/25-2/2/25)	Ch. 1	Ch. 1: Understanding Economic Systems and Business	Ch1 Quiz & HW (Sunday)
Week 3 (2/3/25-2/9/25)	Ch. 2	Ch. 2: Making Ethical Decisions and Managing a Socially Responsible Business	Ch2 Quiz & HW (Sunday)

2/6/25, Thursday: NO CLASS due to Ford Park event			
Week 4 (2/10/25-2/16/25)	Ch. 4	Ch. 4: Forms of Business Ownership	Ch. 4 HW & <b>Module 1 Exam:</b> Ch. 1, 2, 4 (Sunday)
Week 5 (2/17/25-2/23/25)	Ch.5	Ch.5: Entrepreneurship: Starting and Managing Your Own Business	Discussion 2 (Sunday)
Week 6 (2/24/25-3/2/25)	Ch.5	Ch.5: Entrepreneurship: Starting and Managing Your Own Business	Ch5 Quiz & HW (Sunday)
Week 7 (3/3/25-3/9/25)	Ch.6	Ch.6: Management and Leadership in Today's Organization	Ch6 HW <b>Module 2 Exam:</b> Ch.5, 6 (Sunday)
Week 8 (3/10/25-3/16/25)	Spring Break		
Week 9 (3/17/25-3/23/25)	Ch. 7	Ch. 7: Designing Organizational Structures	Discussion 3 & Ch7 HW (Sunday)
Week 10 (3/24/25-3/30/25)	Ch. 8	Ch. 8: Managing Human Resources and Labor Relations	Ch8 Quiz & HW (Sunday)
Week 11 (3/31/25-4/6/25)	Ch. 8	Ch. 8: Managing Human Resources and Labor Relations	Discussion 4 <b>Module 3 Exam:</b> Ch. 7,8 (Sunday)
Week 12 (4/7/25-4/13/25)	Ch. 9	Ch. 9: Motivating Employees	Ch9 Quiz & HW (Sunday)
4/10/25, Thursday: NO CLASS due to Faculty Development Day			
Week 13 (4/14/25-4/20/25)	Ch. 11	Ch. 11. Creating Products and Pricing Strategies to Meet Customers' Needs	Discussion 5 Ch11 Quiz (Sunday)
Week 14 (4/21/25-4/27/25)	Ch. 11	Ch. 11. Creating Products and Pricing Strategies to Meet Customers' Needs	Ch11 HW (Sunday)
Week 15 (4/28/25-5/4/25)	Ch. 12	Ch. 12: Distributing and Promoting Products and Services	Ch12 Quiz & HW (Sunday)
Week 16 (5/5/25-5/11/25)	Ch. 12	Ch. 12: Distributing and Promoting Products and Services	<b>Module 4 Exam:</b> Ch.9,11,12 (Sunday)

5/7/25: Last Class Day / No Final Exam

The course calendar is subject to change if necessary.

### **COURSE EVALUATION**

Final grades will be calculated according to the following criteria:

- Discussions: 5 %
- Chapter Reading Quizzes: 10 %
- HW Assignments: 25 %
- Module Exams: 60 %

### **GRADE SCALE**

- 90-100 A
- 80-89 B
- 70-79 C
- 60-69 D
- 0-59 F

### **TECHNICAL REQUIREMENTS**

The latest technical requirements, including hardware, compatible browsers, operating systems, etc. can be online at <https://lit.edu/online-learning/online-learning-minimum-computer-requirements>. A functional broadband internet connection, such as DSL, cable, or WiFi is necessary to maximize the use of online technology and resources.

### **DISABILITIES STATEMENT**

The Americans with Disabilities Act of 1990 and Section 504 of the Rehabilitation Act of 1973 are federal anti-discrimination statutes that provide comprehensive civil rights for persons with disabilities. LIT provides reasonable accommodations as defined in the Rehabilitation Act of 1973, Section 504 and the Americans with Disabilities Act of 1990, to students with a diagnosed disability. The Special Populations Office is located in the Eagles' Nest Room 129 and helps foster a supportive and inclusive educational environment by maintaining partnerships with faculty and staff, as well as promoting awareness among all members of the Lamar Institute of Technology community. If you believe you have a disability requiring an accommodation, please contact the Special Populations Coordinator at (409)-951-5708 or email [specialpopulations@lit.edu](mailto:specialpopulations@lit.edu). You may also visit the online resource at [Special Populations - Lamar Institute of Technology \(lit.edu\)](#).

### **STUDENT CODE OF CONDUCT STATEMENT**

It is the responsibility of all registered Lamar Institute of Technology students to access, read, understand and abide by all published policies, regulations, and procedures listed in the *LIT Catalog and Student Handbook*. The *LIT Catalog and Student Handbook* may be accessed at

[www.lit.edu](http://www.lit.edu). Please note that the online version of the *LIT Catalog and Student Handbook* supersedes all other versions of the same document.

### **ARTIFICIAL INTELLIGENCE STATEMENT**

Lamar Institute of Technology (LIT) recognizes the recent advances in Artificial Intelligence (AI), such as ChatGPT, have changed the landscape of many career disciplines and will impact many students in and out of the classroom. To prepare students for their selected careers, LIT desires to guide students in the ethical use of these technologies and incorporate AI into the classroom instruction and assignments appropriately. Appropriate use of these technologies is at the discretion of the instructor. Students are reminded that all submitted work must be their own original work unless otherwise specified. Students should contact their instructor with any questions as to the acceptable use of AI/ChatGPT in their courses.

### **STARFISH**

LIT utilizes an early alert system called Starfish. Throughout the semester, you may receive emails from Starfish regarding your course grades, attendance, or academic performance. Faculty members record student attendance, raise flags and kudos to express concern or give praise, and you can make an appointment with faculty and staff all through the Starfish home page. You can also login to Blackboard or MyLIT and click on the Starfish link to view academic alerts and detailed information. It is the responsibility of the student to pay attention to these emails and information in Starfish and consider taking the recommended actions. Starfish is used to help you be a successful student at LIT.

### **ADDITIONAL COURSE POLICIES/INFORMATION**

#### **ANNOUNCEMENTS**

Announcements will be posted in Blackboard under the Announcements as needed. Therefore, it is important to check in Blackboard regularly.

#### **ASSIGNMENTS**

All assignments will have their due dates posted in Blackboard. Please refer to the course syllabi and Assignment Due Dates in Blackboard. Typically, all assignments are due on Sundays until 11:59 CST PM.

Discussion questions are posted in Blackboard under Assignment folder. All discussion questions must be answered in paragraph form using correct grammar and sentence structure.

Chapter Reading Quizzes and Homework assignments are typically Multiple-Choice, True-False questions designed to ensure that students are reading the text at an appropriate and responsible pace.

**Late assignments will not be accepted**, so students make sure to complete and submit the assignments by the due dates.

## EXAMS

**Make-up exams will not be given.** Exams will be provided in Blackboard under Assignments. The exams will be timed and are typically limited to 90 minutes with 50 questions. There will be no final exam for this class. Missed exams will receive a score of zero, and **late exams will not be accepted.** Therefore, students must ensure all exams are completed and submitted by the designated due dates. Once submitted, exams will be graded immediately in Blackboard.

## EXTRA CREDIT

All opportunities for extra credit will be announced in advance as needed.

## PROFESSIONAL COMMUNICATION

Students can contact the instructor via email at [yshin@lit.edu](mailto:yshin@lit.edu), or phone 409-247-5296.

Students must use appropriate e-mail etiquette when corresponding with the instructor. This involves writing emails in a "letter" format as opposed to "text chat" format.

**The instructor will respond to e-mail and voicemail communication within 48 hours Monday through Friday.** Voicemail messages should be clearly spoken identifying the student's name, course, and any return phone number.

## IMPORTANT DATES

These dates are tentative and subject to change if necessary.

- First Day to submit Intent to Graduate: January 24, 2025
- Last day of drop WITHOUT academic penalty: February 26, 2025, Full Term
- Last Day to submit Intent to Graduate: March 14, 2025
- First Day to Apply for Graduation: March 24, 2025
- Last Day to Apply for Graduation: April 4, 2025
- Last day of drop WITH academic penalty: April 14, 2025, Full Term
- Commencement/Graduation: May 15, 2025

## COURSE REQUIREMENTS

Students must meet the following grade requirements to successfully complete and pass the courses:

- Program courses: A grade of **C** or better is required.
- General Education courses: A grade of **D** or better is required.

Students are responsible for determining whether each class falls under **Program courses** or **General Education courses** to ensure they meet the appropriate grade requirements.

#### USE OF INSTRUCTIONAL MATERIALS

Instructional materials, such as Powerpoint Presentations, Instructional Videos, etc. are provided in Blackboard for each chapter. These will be useful in understanding and reinforcing concepts as they are presented in class. Content folders are scheduled to unlock/grant access throughout the semester to ensure synchronous learning.