MASTER SYLLABUS

COURSE NUMBER – COURSE NAME
BSAD 235 – Business and Accounting Field Experience

CIP Code: 52.0204
For assistance determining CIP Code, please refer to this webpage https://nces.ed.gov/ipeds/cipcode/browse.aspx?y=55 or reach out to Sarah Todd at todds@canton.edu

Created by: Charles Fenner
Updated by: Charles Fenner

School of Business and Liberal Arts
Department: Business
Semester/Year: Fall 2023
A. TITLE: Business and Accounting Field Experience

B. COURSE NUMBER: BSAD 235

C. CREDIT HOURS: (Hours of Lecture, Laboratory, Recitation, Tutorial, Activity)

# Credit Hours: 3
# Lecture Hours: 3 per week
# Lab Hours: per week
Other: per week

Course Length: Weeks

D. WRITING INTENSIVE COURSE: Yes [ ] No [x]

E. GER CATEGORY: None: [x] Yes: GER
If course satisfies more than one: GER

F. SEMESTER(S) OFFERED: Fall [ ] Spring [ ] Fall & Spring [x]

G. COURSE DESCRIPTION:

This field experience is designed as an elective course for students who would like to obtain hands-on experience working with entrepreneurs and small business owners. The accounting portion of the field experience is an academic program which integrates classroom work and practical experience with businesses and nonprofit organizations. The field experience will be tailored to the individual student’s career interests and the needs of the supervisor and supervising organization.

H. PRE-REQUISITES: None [ ] Yes [ ] If yes, list below:

BSAD 100 - Introduction to Business; ACCT 101/102 - Managerial/Financial Accounting

CO-REQUISITES: None [ ] Yes [ ] If yes, list below:

I. STUDENT LEARNING OUTCOMES: (see key below)

By the end of this course, the student will be able to:

<table>
<thead>
<tr>
<th>Course Student Learning Outcome [SLO]</th>
<th>Program Student Learning Outcome [PSLO]</th>
<th>GER [If Applicable]</th>
<th>ISLO &amp; SUBSETS</th>
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<tbody>
<tr>
<td>ISLO #</td>
<td>Institutional Student Learning Outcomes [ISLO 1 – 5]</td>
<td>ISLO &amp; Subsets</td>
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<tr>
<td>1</td>
<td><strong>Communication Skills</strong>&lt;br&gt;Oral [O], Written [W]</td>
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<td>2</td>
<td><strong>Critical Thinking</strong>&lt;br&gt;<em>Critical Analysis [CA]</em>, Inquiry &amp; Analysis [IA], Problem Solving [PS]*</td>
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<td>3</td>
<td><strong>Foundational Skills</strong></td>
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J. APPLIED LEARNING COMPONENT: Yes ☒  No ☐

If YES, select one or more of the following categories:

- Classroom/Lab
- Internship 🆒
- Clinical Placement
- Practicum
- Service Learning
- Community Service
- Civic Engagement
- Creative Works/Senior Project
- Research
- Entrepreneurship (program, class, project)

K. TEXTS:

None

L. REFERENCES:

None

M. EQUIPMENT: None ☐  Needed ☒

N. GRADING METHOD: A-F

O. SUGGESTED MEASUREMENT CRITERIA/METHODS:

Journal; Weekly Summary; Presentation; Portfolio

P. DETAILED COURSE OUTLINE:

I. Weekly Report (2 pages)
   A. Weekly activities (1 page)
   B. Essay linking theory to practice (1 page)

II. Semi-weekly review of Performance

III. Mid-Term Review of Performance

IV. Final Report
   A. Portfolio
   B. Lead professor/Supervisor Review of Performance
IV. Completion and Submission of weekly activities report

Q. LABORATORY OUTLINE: None ☒ Yes ☐