MASTER SYLLABUS

COURSE NUMBER – COURSE NAME
BSAD 335 - Advanced Business and Accounting Field Experience

CIP Code: 52.0201
For assistance determining CIP Code, please refer to this webpage
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: Advanced Business and Accounting Field Experience

B. COURSE NUMBER: BSAD 335

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: 15 Weeks

D. WRITING INTENSIVE COURSE: Yes ☐ No ☒

E. GER CATEGORY: None: ☒ Yes: GER

   If course satisfies more than one: GER

F. SEMESTER(S) OFFERED: Fall ☐ Spring ☐ Fall & Spring ☒

G. COURSE DESCRIPTION:

   This advanced business internship program offers hands-on experience working with small business entrepreneurs in a confidential and professional environment. Students have the opportunity to apply their educational, organizational and time management skills in solving real life business issues and assist less experienced interns.

H. PRE-REQUISITES: None ☐ Yes ☒ If yes, list below:

   BSAD 301 - Principles of Management; ACCT 101/102 - Managerial and Financial Accounting; ECON 101 - Macroeconomics

   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>Apply concepts within the core areas of business</td>
<td></td>
<td>ISLO Subsets</td>
<td>ISLO Subsets</td>
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(see key below)
| Apply relevant information to make and defend business decisions | Core Business Knowledge | 3-Found Skills ISLO ISLO | Subsets Subsets Subsets Subsets |
| Contribute to a team environment to achieve a planned goal | Teamwork | 4-Soc Respons ISLO ISLO | GL ER Subsets Subsets |
| Apply knowledge of ethical, legal, economic, and global environment to practical business situations and ascertain their impact | Global Perspective Ethical Perspective Legal Knowledge | 4-Soc Respons ISLO ISLO | GL ER Subsets Subsets |
| Apply decision-support tools & technology to make and defend business decisions | Critical Thinking and Analytical Competence | 2-Crit Think ISLO ISLO | IA Subsets Subsets |
| Demonstrate communication skills appropriate for business setting | Communication | 1-Comm Skills ISLO ISLO | O W Subsets Subsets |
| Use appropriate company programs to fulfill customer orders. | Technology | 5-Ind, Prof, Disc, Know Skills ISLO ISLO | Subsets Subsets Subsets Subsets |
| Execute current business strategy and evaluate its effectiveness | Critical Thinking and Analytical Competence | 2-Crit Think ISLO ISLO | IA Subsets Subsets |

### KEY

<table>
<thead>
<tr>
<th>ISLO #</th>
<th>Institutional Student Learning Outcomes [ISLO 1 – 5]</th>
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<tbody>
<tr>
<td>1</td>
<td>Communication Skills Oral [O], Written [W]</td>
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| 2      | Critical Thinking  
**Critical Analysis [CA]**, Inquiry & Analysis [IA], Problem Solving [PS]** |
| 3      | Foundational Skills  
**Information Management [IM]**, Quantitative Lit./Reasoning [QTR]** |
4 Social Responsibility
Ethical Reasoning [ER], Global Learning [GL],
Intercultural Knowledge [IK], Teamwork [T]

5 Industry, Professional, Discipline Specific Knowledge and Skills

*Include program objectives if applicable. Please consult with Program Coordinator

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 ☐