



TMGT 350 Principles of Technology Management Course Syllabus: Spring, 2016

Instructor: **Dr. Maribeth McAnally**

University Email Address: **Maribeth.McAnally@tamuc.edu**

General Course Information

Textbook(s) Required: Managing Technology and Innovation

Edited by: Robert M. Verburg, J. Roland Ortt & Willemijn M. Dicke

Publisher: Routledge-Taylor & Francis Group

ISBN: 10: 415-36229-6 or 13: 9-78-0-415-36229

2006

Suggested Readings: The course textbook has a list of **"Further Reading"** at the end of each chapter. These have application to the content of the course.

Reference Sources:

- www.iamot.org
- www.inderscience.com (click on Science, Engineering & Technology)
- www.sciencedirect.com/science/journal/09234748
- www.atmae.org
- www.plagiarism.org
- www.tamu-commerce.edu/studentlife/guidebook.pdf
- Publication Manual of the American Psychological Association (APA)
6th Edition
ISBN: 10:1-4338-0561-8
2010

Course Description: Study of leadership and management methodologies necessary to be successful and effective in contemporary technology intensive organizations. Course emphasis will be on contemporary organizational structure, societal impacts, decision making, innovation, management strategies and management of organizational knowledge. Students will be expected to conduct extensive readings, research and writings conducive with a junior level undergraduate course in technology management.

Learning Outcomes

Learning outcomes define what you should know and be able to do as a result of your participation in this course of study. All of the activities that constitute this course are designed toward the accomplishment of that goal.

- **Learning Outcome #1:** The learner will demonstrate through a written class assignment the ability to read course materials and textbook, analytically comprehend the content, organize and summarize the major points to others in an effective and concise manner consist with a junior level university student.
- **Learning Outcome #2:** The learner will demonstrate through a written class assignment the ability to research course related literature, understand and compose comprehensive and concise definitions/descriptions of specific terminology, management principles, management theory and management practices directly related to the course of study.
- **Learning Outcome #3:** The learner will demonstrate the ability to conduct a comprehensive review of literature outside the course textbook and to develop written documents that effectively explain to others the key areas of understanding and practices that are required of contemporary managers of technology.
- **Learning Outcome #4:** The learner will demonstrate through class participation and required writings a working knowledge of and an advanced understanding of the discipline that constitutes technology management.
- **Learning Outcome #5:** The learner will demonstrate through discussion boards, written assignments, and classroom presentation the ability to effectively apply the principles and practices of technology management to a real-world environment/enterprise.

Tips for Success

Do Not Presume: Be prepared to devote a minimum of six (6) clock hours a week in an course-and that is a modest estimate. Some weeks and some entire courses will require far more than the 6-hours.

Study and Pay Attention to the Course Learning Outcomes: Every course has established learning outcomes that are expected of the student. These are carefully crafted and serve as the foundation on which a well-designed course is built. Every aspect of the academic course including readings, research, assignments, projects and examinations flow from the course learning outcomes. Understanding these will provide a better understanding of what is expected of you, the student, in all aspects of the course.

Participation: Always respond to discussion board questions with substantive, well researched remarks. An example of a **bad** posting would be a very short response such as, "I agree with the previous post". An acceptable response would be multi-sentenced, would be thoroughly researched by you and would generate additional thoughts that relate directly to the lesson's subject matter. Use the opportunity to interact and to have a meaningful conversation with your classmates.

Be Proactive: If you have course related questions or do not understand an assignment, it is time for you to contact your professor. Do not wait until your grade is in jeopardy to act; your professor is there to guide you through the course. However, your questions should be serious, well written, positive and to the point.

Establish a Regular Schedule: It is a good habit to work on your course each day or at least 5-days a week. Your course requires you to spend at least 6-hours per week reading, researching and/or writing. It is not wise or effective to wait until the assignment, project or examination is due to begin-your grade will suffer. Time management, planning ahead and organization are “key” to success in any academic course.

Surveys: Your feedback may be requested by Texas A&M University-Commerce during the semester/term regarding your course. **It is important that you take a serious and constructive approach to this activity.** The information gained from you will assist in course evaluation by the university/college/department to insure that effective learning is taking place within the existing course structure. If changes are indicated, this will help with course re-design and/or other revisions that will make the course more relevant for future students and the employers of graduates.

Avoid Plagiarism: United States law supports that words and ideas can be stolen. The expression of original ideas is considered intellectual property, and is protected by copyright laws, just like other inventions. Almost all forms of expression fall under copyright protection as long as they are recorded in some way (such as a book or computer file).

All of the following are considered plagiarism:

- Turning in someone else’s work as your own.
- Copying words and/or ideas from someone else without giving proper credit.
- Failing to put a quotation in quotation marks.
- Providing incorrect information about the source of a quotation or information source.
- Changing words, but copying the sentence structure of a source without giving proper credit.
- Copying so many words or ideals from a source that it makes up the majority of the work you have written, whether you give credit or not.

In most cases plagiarism can be avoided by citing your sources correctly. Simply acknowledging that certain material has been borrowed, and providing your audience with the necessary information to locate that source, is usually enough to avoid a plagiarism charge.

Technology Requirements

Basic Technology Requirements

- For maximum efficiency, you will need a good computer connected to high-speed Internet.
- Microsoft Office 2010 or newer is required.

Online Access & Navigation

- This course is facilitated using **eCollege**, the Learning Management System used by Texas A&M University-Commerce.
- To begin the online classroom course go to: <https://leo.tamuc.edu/Login.aspx>
- You will need your Campus Wide Identification Number (CWID) to log into the course.
- If you have questions and/or problems contact: Technology Services at 903-468-6000 or helpdesk@tamuc.edu
- **eCollege** HelpDesk is available 24 hours a day, seven days a week. You may contact the **eCollege** HelpDesk at: 1-866-656-5511 or helpdesk@online.tamuc.org or through the Online Chat by clicking on the "Live Support" tab within your **eCollege** course.

Communication

Faculty & Class Communication

All written correspondence with your instructor will be accomplished via **eCollege**. Normally emails are responded to within 24 hours of receipt, excluding weekends and holidays. If you wish to meet with me face-to-face, please contact me through email.

Emails are to be written in formal business format with complete sentences, correctly spelled words, correct punctuation, with correct and cordial greetings and salutations. Always place your name at the end of the email correspondence.

Civility will be the rule at all times!

Course Policies

This undergraduate course will require you to read, conduct research, and to write at a level appropriate for a junior-level university student.

- You will be expected to read and comprehend the course syllabus and course announcements.
- You will be expected to manage your time effectively and efficiently throughout the semester.
- You will be expected to meet all deadlines.
- You will be expected to participate fully in the course.
- You will be expected to practice civility in your correspondence and in your interactions with the professor, staff and students.
- You will be expected to devote **at least** 6 clock hours to this course each week (including on-line and off-line).
- You will be expected to log into **eCollege** and this course at least once per week.
- Work, vacation, sickness/accident/death outside your immediate family does NOT constitute an approved excuse for not completing assignments, and/or not meeting any course deadlines.
- If you find it necessary to miss a deadline, notify me immediately! I will work with you to find a solution for your situation, if possible.

Grading & Evaluation Policy

The final course grade for each student will be based on the following:

Research and Textbook Assignment	100 points
Discussion Boards	100 points
Mid-Term Exam	100 points
Final Project	100 points

TOTAL POSSIBLE POINTS: 400

GRADING SCALE	
A	400 to 360
B	359 to 320
C	319 to 280
D	279 to 240
F	239 and below

NO EXTRA CREDIT WILL BE GIVEN AND LATE WORK WILL NOT BE ACCEPTED.

In the workplace, you are expected to produce written products that must satisfy general requirements of the organization, be appropriate for a specific purpose, and meet the needs of the audience. Final course grades are defined as follows:

A– Outstanding work: Shows superior analysis of the assignment; provides excellent selection of content, organization, design, and style that addresses both the practical and rhetorical requirements of the particular situation; uses a style that is fluent and coherent; excellent choice and use of visuals, has no major mechanical errors; shows insight, perceptiveness, originality, and thought.

B– Good work: Above the level necessary to meet course requirements; has a thorough, well-organized analysis of the assignment; shows judgment and skill in the presentation of material appropriate for the intended audience and purpose; supports ideas well with concrete details; has an interesting, precise, and clear style; good use of visuals; is free of major mechanical errors; strong, interesting work, although minor problems may be present.

C– Acceptable work: Meets all basic requirements of the course and assignment; provides a satisfactory analysis of the writing task, subject, and audience; accomplishes its purpose with adequate content, design, and detail; uses details, organization and expression appropriate for the rhetorical and practical context; adequate use of visuals; has acceptable mechanics; nothing remarkably good or bad about the work; equivalent work could be used in the professional world, but generally would be considered minimal.

D– Needs improvement: Minimally meets the assignment but is weak in one of the major areas (content appropriate for purpose, organization, style or mechanics) or offers a routine, inadequate treatment; document design and use of visuals is inadequate or inappropriate; shows generally substandard work with some redeeming features.

F– Unacceptable work: Does not meet the course requirements; fails to meet one or more of the core requirements of the course or assignment; may fail to cover essential points, or may digress to nonessential material; may lack adequate organization and show confusion or misunderstanding of genre or context; may use an inappropriate tone, poor word choice, excessive repetition, or awkward sentence structure; may be unclear; poor quality design and/or use of visuals; may contain an unacceptable level of errors.

Each course requirement you prepare reflects your professional knowledge and establishes your professional image. In some cases, a document may be read both by your professor and qualified professionals in the discipline and these professionals may be asked to comment on the content, presentation quality, and value for evaluation purposes. It is critical that your work be done in a professional manner and written at the appropriate level for your intended audience.

ADA Statement

The Americans with Disabilities Act (ADA) is a federal anti-discrimination statute that provides comprehensive civil rights protection for persons with disabilities. Among other things, this legislation requires that all students with disabilities be guaranteed a learning environment that provides for reasonable accommodation of their disabilities. If you have a disability requiring an accommodation, please contact:

Office of Student Disability Resources and Services
Texas A&M University-Commerce
Gee Library 132
Phone (903) 886-5150 or (903) 886-5835
Fax (903) 468-8148
StudentDisabilityServices@tamuc.edu

Non-Discrimination Statement

A&M-Commerce will comply in the classroom, and in online courses, with all federal and state laws prohibiting discrimination and related retaliation on the basis of race, color, religion, sex, national origin, disability, age, genetic information or veteran status. Further, an environment free from discrimination on the basis of sexual orientation, gender identity, or gender expression will be maintained.

Course Outline and Calendar

Detailed Course outline and calendar is located in the eCollege course.