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## **COURSE TMGT 510 01W (81980)**

### **Strategic & Financial Planning for Technology Organizations**

Three (3) semester credit hours

## **COURSE SYLLABUS: FALL 2021**

### **INSTRUCTOR INFORMATION**

**Instructor:** Dr. Marcus L. Smith, Jr.

**Office Location:** Charles J. Austin Engineering & Technology Building, 213A

**Virtual Office Hours:** Wednesday: 9:30-11:30 a.m., 12:30-2:30 p.m.

**On-campus office visits are available by appointment only.**

Call Ms. Brittani Fasci (E&T Administrative Assistant) at 903-886-5474 to schedule an on-campus appointment.

You will be required to present a valid and current TAMUC student ID at the time of your scheduled on-campus appointment.

**Office Phone:** 903-886-5699

**Office Fax:** 903-886-5960

**University E-mail Address:** [Marcus.Smith@tamuc.edu](mailto:Marcus.Smith@tamuc.edu)

**Preferred Form of Communication:** E-mail

**Communication Response Time:** 24 hours

### **COURSE INFORMATION**

#### **Materials – Textbooks, Readings, Supplementary Readings**

##### **Textbook(s) Required**

##### **Strategic Planning: a Pragmatic Guide**

Authors: John H. Dobbs and John F. Dobbs

Publisher: Independent

ISBN: 1521012192

ISBN13: 9781521012192

2015

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## Optional Texts and/or Materials

### Reference Sources

- **The Technology Management Handbook**  
Editor-in-Chief: Richard C. Dorf  
CRC Press/IEEE Press  
ISBN: 0-8493-8577-6  
1999
- [www.atmae.org](http://www.atmae.org)
- [www.plagiarism.org](http://www.plagiarism.org)
- [www.tamu-commerce.edu/studentlife/guidebook.pdf](http://www.tamu-commerce.edu/studentlife/guidebook.pdf)
- **Publication Manual of the American Psychological Association (APA)**  
7th Edition  
ISBN-13: 978-1433832161  
ISBN-10: 143383216X  
2020

## Course Description

Study of advanced strategic and financial planning techniques and methods that apply to contemporary technology-intensive organizations. Includes investigation of planning concepts and frameworks, methods for linking technology and business strategies, and comprehension of the nature of global competition, risk assessments, and business needs prioritization. Students will be required to do extensive reading, case study related research, and original writing assignments/projects.

Prerequisites: TMGT 595 (or co-requisite) or permission of Department Head.

## Student Learning Outcomes

*Student 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 mastery of that goal.*

**Student Learning Outcome #1:** The learner will demonstrate a high degree of understanding of the managerial practices, processes, tools, and controls found in contemporary technology-intensive enterprise through literature searches, written assignments, discussions, and an examination.

**Outcome 1.1:** Successfully complete a written, short essay form exam over course content

**Outcome 1.2:** Submit posts and replies to discussion boards that deal with management and technology issues

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**Student Learning Outcome #2:** The learner will demonstrate an advanced understanding of enterprise planning for strategies and financials/budgeting in contemporary technology-intensive enterprises through readings, research, written assignments, discussions, and examination.

**Outcome 2.1:** Write an original paper that summarizes key chapters from the textbook containing a methodology for developing and maintaining a workable strategic plan.

**Outcome 2.2:** Write an original, critical paper that addresses the subject of strategic alignment using sources that include the textbook as well as external references.

**Student Learning Outcome #3:** The learner will demonstrate the ability to research, design, and write a comprehensive, actionable strategic plan that recognizes/reflects the practical realities of ongoing business operations.

**Outcome 3.1:** Create a mini-strategic plan using the methodology contained in the textbook and the outline provided by the instructor.

**Student Learning Outcome #4:** The learner will demonstrate a high level of understanding about the challenges of developing and executing strategic and financial plans in contemporary technology-intensive enterprises through case studies, written assignments, discussions, and examination.

**Outcome 4.1:** Submit posts and replies to discussion boards that deal with strategic planning issues

**Outcome 4.2:** Write an original, critical paper that addresses the subject of constructing a strategic plan that is aligned with business resources, organization, and tactical goals.

## **COURSE REQUIREMENTS**

### **Minimal Technical Skills Needed**

The student is required to have a basic knowledge of and operational proficiency with the MyLeo Online learning management system as well as the software required for this course (see "Technology Requirements").

### **General Overview of this Course of Study**

***This course will be presented by using optional streaming lectures, assignments, and a written exam.*** The live streaming video sessions will be conducted according to

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the course schedule, on Saturday mornings, from 10:00 to noon. Student learning outcomes will be evaluated based on assignments and discussion board participation.

***This class will be conducted in an environment similar to what one would expect to find in a well-operated business.*** It should be the objective of each of us to carry ourselves in a professional, business-like manner. In the context of this class, that means taking responsibility for one's assignments, producing **quality** work, communicating clearly, and acting in a civil manner.

***As you are aware, this is a graduate-level course.*** This fact alone dictates a different learning environment than you may have experienced in your past education and will require, in some cases, a new approach to the learning process on your part. A graduate degree has value in its ability to expand and enhance the depth and breadth of your current career, future career goals, and your overall ability to become a more aware thinker, decision maker, resource manager, project manager, and communicator. You will be expected to develop your reading, research, and writing skills to a level that you may never have experienced previously. This will require dedication to this course and a desire to advance your education. Additionally, the compressed eight-week schedule associated with this course will sorely test your time management skills as you try to balance other courses, career, family, leisure time, and other obligations along with your responsibilities to this course. ***Do not fall behind in this class! Being busy is not an excuse for turning in assignments late!***

***The educational philosophy of this course.*** The student is the center of the learning process; therefore, you are expected to assume the responsibility for your learning—to the degree and level that learning is achieved. Much of the learning achieved in this class will come as a result of student discussions. In this environment, the instructor will serve largely as a guide and facilitator for the student learning experience. You are expected to approach learning with purpose, commitment, dedication, seriousness, and an attitude of exploration. Accordingly, you must be self-driven by reading carefully all materials provided by the instructor, completing all course assignments in accordance with the instructions and specifications provided by the instructor, complying with assignment deadlines, and working within the assignment/course evaluation criteria.

As the student, you are to be an **active learner**, fully engaged in all facets of the course and its content. You will be expected to proof and assess the quality of your work **before** it has been presented to your instructor. It is **critical** to your success for you to comply with the writing and formatting guides associated with this course of study and for you to have a high level of understanding of these documents. Before you turn any work into the instructor, it is your responsibility to compare your written material with the requirements/specifications of the writing and formatting guides provided for this course

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of study and to ensure to the instructor that you have fully complied with all requirements of the assignments.

**Coursework in this class.** The coursework in this particular course may be different from other classes you may have taken in the past. First, it makes use of streaming video. These sessions will be recorded for viewing at a later time. However, it will be advantageous to you to participate in the live sessions to allow opportunities to have questions addressed by the instructor. Second, the assignments in this class include multiple writing and discussion assignments that are intended to present real-world scenarios and situations, but without a reliance on quizzes and routine exams as the primary means of confirming the student's retention of facts.

### Student Responsibilities

This course will require you to read, conduct extensive research, and write at a level appropriate for a graduate-level student. It is assumed that you can read and write at this level coming into the course.

- You will be expected to read and comprehend the course syllabus, e-mails, and announcements.
- You will be expected to manage your time effectively and efficiently throughout the semester.
- ***You will be expected to meet all deadlines and due dates. Assignments turned in late will be subject to a ten percent (10%) score reduction for each day they are late. After five (5) days, assignments will receive a grade of zero (0). This policy will be enforced strictly!***
- You will be expected to participate fully in the course by checking announcements and e-mails and responding to e-mails when requested. This should be a daily habit!
- You will be expected to employ a **formal business writing style and format** in all of your written correspondence (including e-mails).
- You will be expected to practice civility in your verbal interactions with the instructor, staff, and other students.
- You will be expected to devote at least sixteen (16) clock hours to this course each week of the semester.
- E-mail will be our primary means of communication. Consequently, you will be expected to log into D2L Brightspace often (i.e., daily) to check for correspondence from your instructor.

### Tips for Success in the Course

*This course of study uses online learning and collaboration tools; therefore, I am providing you the following tips for success:*

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**Do Not Presume.** Many students assume that online courses require less work and time and are generally “easier” than in traditional face-to-face university courses. In reality, online courses are designed to be just as rigorous, detailed, and demanding as their face-to-face course counterparts. Be prepared to devote a minimum of sixteen (16) clock hours a week for this course including required online assignments.

**Study and Pay Attention to the Course Student Learning Outcomes.** Every course has established learning outcomes that are expected of the student. These are crafted carefully 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 student learning outcomes. Understanding these will provide a better understanding of what is expected of you, the student, in all aspects of the course.

**Communication in the Course.** The majority, if not all of the communication in an online course will be by written word; therefore, be prepared talk by typing. There will be discussion boards, written and oral assignments/projects, etc. E-mail will be the common mode of communication in this type of course. This is different than the typical face-to-face course where verbal communication is prevalent. Be prepared to read and write a “great amount.”

**Participation in Discussion Boards.** You will be required to participate in the discussion boards (see below). Always respond to discussion board questions with substantive, well-researched remarks. An example of a bad posting would be a very short, non-value added response such as, “I agree with the previous post.” An acceptable response would be multi-sentenced, thoroughly researched by you and generates additional thoughts that relate directly to the lesson's subject matter. Use this opportunity to interact and to have a meaningful conversation with your classmates.

**Be Proactive and Take Responsibility for Your Grade.** If you have course-related questions or do not understand an assignment, it is your responsibility to contact your instructor (presumably through university e-mail). Monitor your class grade regularly! Do not wait until your grade is in jeopardy to act. Your instructor 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 every day. Your course requires you to spend at least sixteen (16) hours per week reading, researching and/or writing. It is not wise or effective to wait until an assignment or project deadline is approaching—your grade will suffer. Time management, planning ahead, and organization are the keys to success in any academic course.

## GRADING

### Grading Element Summary

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Grading Element	Points
<b>Assignments</b>	
Assignment 1: Research Paper on an Emerging Technology	100
Assignment 2: Technology Applications (Part 1)	100
Assignment 3: Technology Applications (Part 2)	100
Assignment 4: Blockchain Technology	100
Assignment 5: Unintended Consequences of Disruptive Technologies	100
<b>Discussion Boards</b>	
Discussion Board 1	50
Discussion Board 2	50
<b>Project</b>	
Project	150
<b>TOTAL</b>	<b>750</b>

### Grading Scale

Final grades in this course will be based on the following grading scale:

A = 567-630 points

B = 504-566 points

C = 441-503 points

D = 378-440 points

F = 000-377 points

### Maximizing Your Grade

In this class, you are preparing yourself to be a respected professional in a real-world environment. Consequently, you should take advantage of this opportunity and conduct yourself in a manner consistent with that as would be expected by business managers and executives.

The assignments for this course of study have been provided in this class syllabus. ***You are responsible for turning in your assignments on time. In the real-world, your boss will not be sending you reminders to get your work done on time and I will not be either! If you have questions about any of the assignments, it is your responsibility to bring those questions to me in a timely manner. Special allowances will not be made for mismanagement of time.***

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In the business world, ***attention to detail is critical***. In this day of texting shortcuts and slang, you may not have placed a great deal of importance on spelling, grammar, or arithmetic calculation accuracy. But you can bet your boss will! These are the details that indicate a dedication to high professional standards and will separate you from others who lack these disciplines. Consequently, my grading rubric for written assignments contains three specific attributes: ❶ subject completeness, ❷ factoid accuracy, and ❸ proper paper formatting/language.

No extra credit, additional work to improve a grade, or re-doing of an assignment, project, or examination will be permitted in this course.

## ASSIGNMENTS

**All work in this course is to be completed individually, without collaboration from others. Refer to the section in this course syllabus on plagiarism. Each student in this course of study agrees to accept and abide by the Academic Honesty Policy (see “Academic Integrity”).**

## IMPORTANT NOTICE

It is assumed that as a student in this course you know how to read at a high level, conduct word searches, and write (author) original papers/assignments on a given topic that fully comply with APA formatting guidelines. This course of study is not designed to provide you instruction on how to conduct research and/or write papers, respond to assignments, etc. Therefore, if you feel you do not have this level of knowledge and skill required in this course of study, you will need to discuss this matter immediately with your academic advisor to determine if you should remain in this course of study or what other action(s) you might wish to explore.

## Course Assignments Guides & Instructions

The objective of the assignments is to assess the students' ability to create a scholarly essay on the impacts of emerging technologies. You will need to follow the instructions provided here to demonstrate your achievement of this objective.

Before you begin to read the textbook and conduct outside readings and literature searches, familiarize yourself with the requirements in the assignment. Also, as you read, take notes of materials/key points that you may wish to include in your assignment response. Be sure to maintain the title, author, location, etc. of the sources of your research as you go. After you have read and thoroughly researched your source materials, review the assignment again and begin to organize your thoughts as to the most effective, complete, and yet ***concise*** way to organize your response while keeping the reader in mind. Write a draft first, then read, think and make necessary revisions. Repeat this process as many times as you need in order to produce your best work. Be



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aware of formatting, word usage, spelling, and grammar and be sure to cite all of your sources where applicable. All citations must be included in a reference section at the end of your paper as well as within the text itself as an indication to the reader where your reference made a contribution to your paper.

Additionally, I will be looking for evidence in your papers that you read the textbook, conducted appropriate and extensive outside readings, and that you **understood** and were able to analyze the information you read for the benefit of your reader. **Use of extensive quotations without providing a paraphrase of the material does not indicate an appropriate level of personal understanding.** Give attention to paper organization and write to your intended audience at a level they can understand. You may find it to be advantageous to ask a friend or relative not connected to the class to read your paper as a test to determine if it is written clearly! Use the Publication Manual of the American Psychological Association (APA) for all style and writing questions not addressed specifically in this course syllabus.

## Specific Written Assignment Instructions

### APA Formatting

For details on APA formatting for fonts, margins, paragraph spacing, paragraph indentions, headers, APA references, and page numbers. Follow the example on the [Purdue University OWL website](#). Required sections include the body and APA reference page. In-text and after-text references are required. A table of content, title page, and abstract are not required. Add a footer on all pages of the paper with your full name (last name first) and your CWID using a 10-point font:

Example: Doe, John-12345678

Short bulleted lists are acceptable as they make it easier for the reader to process information. However, they should not serve as a replacement for narrative! Follow APA guidelines for developing bulleted lists.

## Grading Rubric for Written Assignments

Rubric Categories 100 Total Points	Excellent 20 to 17 points	Proficient 16 to 9 points	Novice 8 to 3 points	Needs Improvement 2 to 0 points
Sources	Three or more current sources of which at least 2 are peer-review journal articles or scholarly books. Properly referenced with in-text citations.	Three current sources of which only 1 was peer-reviewed. Some references are not properly documented with in-text citations. Paraphrase needs minor improvement.	Less than three current sources; some are current and only 1 or none are peer-viewed. Many references are not properly documented with in-text citations.	No sources are credible or peer-reviewed. Most references are not properly documented with in-text citations. Paraphrase borders on or is plagiarism.

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	Properly paraphrased.		Paraphrase needs major improvement.	
Content Completeness and Accuracy	Paper demonstrates that the author fully understands and has applied concepts learned in their research. Ties together information from all sources. Paper flows smoothly from one issue to the next. Author's writing demonstrates a professional tone and writing is clear to the reader.	Paper demonstrates that the author understands and has applied some of the concepts. Information from all sources needs minor improvements. Most of the paragraph writing flows. Author's writing demonstrates a progress toward professional tone but could be clearer.	Paper demonstrates that the author has a poor understanding of the concepts. Information from all sources needs major improvements. Many of the paragraphs do not flow from one issue to the next. Author's writing demonstrates weak writing skills for a graduate-level student.	Paper too incoherent for the reader to gain any information about the research.
APA Formatting	Written in third person. Error free. Correctly constructed APA citations (in-text and after-text references) and APA formatting.	No more than 2 errors	No more than 4 errors	5+ errors
Mechanics	No spelling &/or grammar mistakes	Minor spelling &/or grammar mistakes	Major noticeable spelling &/or grammar mistakes	Unacceptable number of errors
Length	Paper satisfies the number of words/pages specified in the instructions			Paper has <b>more</b> or <b>fewer</b> words/pages than the number specified in the instructions

### ***Submission Instructions***

Written assignments are to be submitted through the associated D2L Brightspace course assignment folder. The file name **must** follow this format: Your Last Name, First Name Assignment X:

Example: Doe, John Assignment X

Assignments are to be turned in to your instructor via the associated D2L Brightspace assignment folder. **Submit your assignments only once. The first one submitted will be the one graded.**

### **Discussion Board Posts**

Online course discussion boards are an opportunity for communication between students and instructors. To facilitate student engagement, discussion board postings are a required part of this course and very helpful in explaining textbook concepts and assignment instructions. All discussion boards have the same grading rubric: 10 points for the post and 5 points for each of two replies.

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## Due Dates

All weekly assignments are due by 11:59 pm on the Sunday of that week with the exception of the final exam (due 12/15/21, 11:59 p.m.)

## Guide & Instructions for Completing Pre-assignment: Acceptance of Academic Honesty Policy and Confirmation of Syllabus Review (via Preliminary Quiz)

**DUE:** Friday, October 29, 2021 by 11:59 pm

Download Undergraduate Academic Dishonesty policy ([Undergraduate Academic Dishonesty 13.99.99.R0.03](#)). Review carefully the course syllabus. Take Preliminary Quiz.

## Guide & Instructions for Completing Assignment 1: Discussion Boards (1-4)

**DUE:** see "Course Calendar"

**VALUE:** 20 Points Each

**STUDENT LEARNING OUTCOME #1:** The learner will demonstrate a high degree of understanding of the managerial practices, processes, tools, and controls found in contemporary technology-intensive enterprise through literature searches, written assignments, discussions, and an examination.

Outcome 1.2: Submit posts and replies to discussion boards that deal with management and technology issues

**STUDENT LEARNING OUTCOME #4:** The learner will demonstrate a high level of understanding about the challenges of developing and executing strategic and financial plans in contemporary technology-intensive enterprises through case studies, written assignments, discussions, and examination.

Outcome 4.1: Submit posts and replies to discussion boards that deal with strategic planning issues

## DIRECTIONS:

Four (4) discussion boards are scheduled during the semester. Each board will be related to a case study scenario provided by the instructor. To receive full credit for the assignment, you must **submit a post of no less than 40 words**, in your own words, on the topic. These posts are to be completed by Thursday at midnight of the week due. You must also develop **two substantive replies** to the posts of other students (due by the following Sunday at midnight). Responses such as "I agree" or "that's right" are not substantive.

Each discussion board is worth 20 points for a total of 80 points for the four boards. Grading for each of these boards will be done according to this rubric: the post is worth

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10 points; each of the two replies is worth 5 points. Points on discussion board assignments are the easiest points to score in this class. However, failing to participate fully in these activities can often make the difference in the final letter grade you will achieve in this class!

## **Guide & Instructions for Completing Assignment 2: Strategic Alignment Research Paper**

**DUE:** Sunday, November 7, 2021 by 11:59pm

**VALUE:** 100 Points

**STUDENT LEARNING OUTCOME #2:** The learner will demonstrate an advanced understanding of enterprise planning for strategies and financials/budgeting in contemporary technology-intensive enterprises through readings, research, written assignments, discussions, and examination.

Outcome 2.2: Write an original, critical paper that addresses the subject of strategic alignment using sources that include the textbook as well as external references.

**STUDENT LEARNING OUTCOME #4:** The learner will demonstrate a high level of understanding about the challenges of developing and executing strategic and financial plans in contemporary technology-intensive enterprises through case studies, written assignments, discussions, and examination.

Outcome 4.2: Write an original, critical paper that addresses the subject of constructing a strategic plan that is aligned with business resources, organization, and tactical goals.

### **PRE-ASSIGNMENT ACTIVITIES:**

- Read textbook Chapters 1, 2, and 3.
- Review Instructor Notes for Chapters 1, 2, and 3 including any listed videos.
- Review the [TAMU-C Library pages](#) for instructions on how to search library databases.
- Download and review the credible source checklist located in your D2L course to ensure your sources are credible.

### **DIRECTIONS:**

Based on your readings in Chapters 1-3 and searches of external resources, develop an original paper of 800-850 words on the subject of *strategic alignment* (or *strategy alignment*). The references and title page are excluded from the word count. This paper will describe the process and the results of linking a firm's culture, organization, resources, and goals with the contents of the firm's strategic plan. The paper should also address the consequences of a firm's **failure to attain this alignment**.

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In addition to materials contained in the text, you must cite (with appropriate in-text citations) sources from a minimum of three outside sources. All citations must be also properly listed on the reference page of your paper. Write concisely, but ensure the subject is covered thoroughly.

### **SUBMISSION INSTRUCTIONS:**

Project is to be submitted through the associated D2L Brightspace course assignment folder. The file name **must** follow this format: Your Last Name, First Name Assignment 2:

Example: Doe, John Assignment 2

### **Guide & Instructions for Completing Assignment 3: Summaries of Chapters 4, 5, 6, and 7**

**DUE:** Sunday, November 28, 2021 by 11:59pm

**VALUE:** 150 Points

**STUDENT LEARNING OUTCOME #2:** The learner will demonstrate an advanced understanding of enterprise planning for strategies and financials/budgeting in contemporary technology-intensive enterprises through readings, research, written assignments, discussions, and examination.

Outcome 2.1: Create a summary of critical textbook chapters covering business model assessment, alignment of vision and mission statements, values, culture, and organization, imperatives, strategies, and strategic goals.

### **PRE-ASSIGNMENT ACTIVITIES:**

- Read Textbook Chapters 4, 5, 6, and 7.
- Review Instructor Notes for Chapters 4, 5, 6, and 7 including any listed videos.

### **DIRECTIONS:**

Based on your readings in Chapters 4-7, develop an original paper of 900-950 words. The references and abstract are excluded from the word count. Use APA formatting and research references as required. The paper will consist of summaries of Chapters 4, 5, 6, and 7 that convey what you understood about the material you read and communicate, *in your own words*, **your understanding of the content of the text**.

These summaries are not essays or research papers. They **must not contain new information** derived from outside the text. They **must not contain your opinions or feelings** and nor should they contain **direct quotes** from the materials you read. However, these summaries should serve as an indication of a deeper understanding of the materials and not simply repeat lists of factoids. The goal of writing a chapter

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summary of a text (a paraphrase) is **to reflect and/or explain** the text in a much shorter form (i.e., do not simply rewrite the chapter) and **to identify the key points** discussed in the chapter to your reader.

### **Process for Chapter Summary Development:**

- Thoroughly read the chapter to be summarized from beginning to end, without stopping.
- Reread the chapter and **make an outline** of the key points you feel need to be summarized in order for the reader to have a good grasp of the content of the chapter. You should use the headings found in the textbook to develop the outline.
- **Check your work for accuracy.** Reread your chapter summary and make certain that you have accurately represented the textbook author's ideals and key points of each chapter.
- Review for correct writing style, mechanics, grammar, and punctuation.
- Use proper APA headings as necessary to assist your reader.

### **SUBMISSION INSTRUCTIONS:**

Project is to be submitted through the associated D2L Brightspace course assignment folder. The file name **must** follow this format: Your Last Name, First Name Research Project 1:

Example: Doe, John Assignment 3

### **GRADING RUBRIC SPECIFICALLY FOR ASSIGNMENT 3:**

<b>Rubric Categories 150 Total Points</b>	<b>Excellent 30 to 25 points</b>	<b>Proficient 24 to 17 points</b>	<b>Novice 16 to 9 points</b>	<b>Needs Improvement 8 to 0 points</b>
Sources	Three or more current sources of which at least 2 are peer-review journal articles or scholarly books. Properly referenced with in-text citations. Properly paraphrased.	Three current sources of which only 1 was peer-reviewed. Some references are not properly documented with in-text citations. Paraphrase needs minor improvement.	Less than three current sources; some are current and only 1 or none are peer-viewed. Many references are not properly documented with in-text citations. Paraphrase needs major improvement.	No sources are credible or peer-reviewed. Most references are not properly documented with in-text citations. Paraphrase borders on or is plagiarism.
Content Completeness	Paper demonstrates that the author fully understands and has	Paper demonstrates that the author understands and has	Paper demonstrates that the author has a poor understanding	Paper too incoherent for the reader to gain

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	applied concepts learned in their research. Ties together information from all sources. Paper flows smoothly from one issue to the next. Author's writing demonstrates a professional tone and writing is clear to the reader.	applied some of the concepts. Information from all sources needs minor improvements. Most of the paragraph writing flows. Author's writing demonstrates a progress toward professional tone but could be clearer.	of the concepts. Information from all sources needs major improvements. Many of the paragraphs do not flow from one issue to the next. Author's writing demonstrates weak writing skills for a junior-level student.	any information about the research.
APA Formatting	Written in third person. Error free APA citations, references, and formatting	2 or less errors	4 or less errors	5+ errors
Mechanics	No spelling &/or grammar mistakes	Minor spelling &/or grammar mistakes	Major noticeable spelling &/or grammar mistakes	Unacceptable number of errors
Length	Paper satisfies the number of words specified in the instructions			Paper has <b>more</b> or <b>fewer</b> words than the number specified in the instructions

## Guide & Instructions for Completing Assignment 4: Mini-Strategic Plan

**DUE:** Sunday, December 12, 2021 by 11:59pm

**VALUE:** 150 Points

**STUDENT LEARNING OUTCOME #3:** The learner will demonstrate the ability to research, design, and write a comprehensive, actionable strategic plan that recognizes/reflects the practical realities of ongoing business operations.

Outcome 3.1: Create a mini-strategic plan using the methodology contained in the textbook and the outline provided by the instructor.

### PRE-ASSIGNMENT ACTIVITIES:

- Review instructor's outline for the mini-strategic plan
- Identify existent/fictional business to provide background for the strategic plan

### DIRECTIONS:

Develop and write a 1,800-2,000 word original paper using APA formatting and research references that addresses fully the following outline:

- Executive summary
- Vision and mission statements

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- Market analysis
- Competitive analysis (SWOT)
- Key strategies
- Strategic issue analysis
- Proposed initiatives and investments
- Planning assumptions
- Fiscal year budget

#### GRADING RUBRIC SPECIFICALLY FOR ASSIGNMENT 4:

Rubric Categories 150 Total Points	Excellent 30 to 25 points	Proficient 24 to 17 points	Novice 16 to 9 points	Needs Improvement 8 to 0 points
Calculations & Cohesiveness	All numbers appearing in charts and tables have been calculated correctly. All sections of plan are coordinated with each other.	Most numbers appearing in charts and tables have been calculated correctly. Most sections of plan are coordinated with each other.	Many numbers appearing in charts and tables have been calculated correctly. Many sections of plan are coordinated with each other.	Few if any numbers appearing in charts and tables have been calculated correctly. Few if any sections of plan are coordinated with each other.
Content Completeness	Plan demonstrates that the author fully understands and has applied concepts learned in their writing. Author's writing demonstrates a professional tone and writing is clear to the reader.	Plan demonstrates that the author understands and has applied concepts learned in their writing substantially. Author's writing demonstrates a progress toward professional tone but could be clearer.	Plan demonstrates that the author understands and has applied concepts learned in their writing somewhat. Author's writing demonstrates weak writing skills for a junior-level student.	Plan lacks useful substance and coherency for the reader to gain any information about the plan.
APA Formatting	Written in third person. Error free APA citations, references, and formatting	2 or less errors	4 or less errors	5+ errors
Mechanics	No spelling &/or grammar mistakes	Minor spelling &/or grammar mistakes	Major noticeable spelling &/or grammar mistakes	Unacceptable number of errors
Length	Paper satisfies the number of words specified in the instructions			Paper has <b>more</b> or <b>fewer</b> words than the number specified in the instructions

#### Guide & Instructions for Completing Assignment 5: Exam



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**DUE:** Wednesday, December 15, 2021 by 11:59pm

**VALUE:** 150

**Student Learning Outcome #1:** The learner will demonstrate a high degree of understanding of the managerial practices, processes, tools, and controls found in contemporary technology-intensive enterprise through literature searches, written assignments, discussions, and an examination.

**Outcome 1.1:** Successfully complete a written, short essay form exam over course content

**PRE-ASSIGNMENT ACTIVITIES:**

- Review your assignment papers (Assignments 2, 3, and 4)

**DIRECTIONS:**

An open-book, short essay type examination will become available to you beginning November 8, 2021. The examination will be based on the content of the course textbook and will also require that you conduct other outside research in addition to the textbook in order to successfully formulate your complete responses to the examination questions. Reference citations will be required for each question. See "University Specific Procedures" concerning the topics of plagiarism, collaboration, and the use of outside sources.

## **TECHNOLOGY REQUIREMENTS**

### **Technology Support**

#### **Browser Support**

D2L is committed to performing key application testing when new browser versions are released. New and updated functionality is also tested against the latest version of supported browsers. However, due to the frequency of some browser releases, D2L cannot guarantee that each browser version will perform as expected. If you encounter any issues with any of the browser versions listed in the tables below, contact D2L Support, who will determine the best course of action for resolution. Reported issues are prioritized by supported browsers and then maintenance browsers.

Supported browsers are the latest or most recent browser versions that are tested against new versions of D2L products. Customers can report problems and receive support for issues. For an optimal experience, D2L recommends using supported browsers with D2L products.

Maintenance browsers are older browser versions that are not tested extensively against new versions of D2L products. Customers can still report problems and receive support for critical issues; however, D2L does not guarantee all issues will be addressed. A maintenance browser becomes officially unsupported after one year.

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Note the following:

- Ensure that your browser has JavaScript and Cookies enabled.
- For desktop systems, you must have Adobe Flash Player 10.1 or greater.
- The Brightspace Support features are now optimized for production environments when using the Google Chrome browser, Apple Safari browser, Microsoft Edge browser, Microsoft Internet Explorer browser, and Mozilla Firefox browsers.

### Desktop Support

Browser	Supported Browser Version(s)	Maintenance Browser Version(s)
Microsoft® Edge	Latest	N/A
Microsoft® Internet Explorer®	N/A	11
Mozilla® Firefox®	Latest, ESR	N/A
Google® Chrome™	Latest	N/A
Apple® Safari®	Latest	N/A

### Tablet and Mobile Support

Device	Operating System	Browser	Supported Browser Version(s)
Android™	Android 4.4+	Chrome	Latest
Apple	iOS®	Safari, Chrome	The current major version of iOS (the latest minor or <b>point</b> release of that major version) and the previous major version of iOS (the latest minor or <b>point</b> release of that major version). For example, as of June 7, 2017, D2L supports iOS 10.3.2 and iOS 9.3.5, but not

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Device	Operating System	Browser	Supported Browser Version(s)
			iOS 10.2.1, 9.0.2, or any other version. Chrome: Latest version for the iOS browser.
Windows	Windows 10	Edge, Chrome, Firefox	Latest of all browsers, and Firefox ESR.

### Basic Technology Requirements

You will need regular access to a computer with a broadband Internet connection. The minimum computer requirements are:

- 512 MB of RAM, 1 GB or more preferred
- Broadband connection required courses are heavily video intensive
- Video display capable of high-color 16-bit display 1024 x 768 or higher resolution

You must have a:

- Sound card, which is usually integrated into your desktop or laptop computer
- Speakers or headphones.
- For courses utilizing video-conferencing tools and/or an online proctoring solution, a webcam and microphone are required.

Both versions of Java (32 bit and 64 bit) must be installed and up to date on your machine. At a minimum Java 7, update 51, is required to support the learning management system. The most current version of Java can be downloaded at: [JAVA web site http://www.java.com/en/download/manual.jsp](http://www.java.com/en/download/manual.jsp)

Current anti-virus software must be installed and kept up-to-date.

Running the browser check will ensure your internet browser is supported. The following settings are required:

- Pop-ups are allowed;
- JavaScript is enabled; and
- Cookies are enabled.

You will need some additional free software (plug-ins) for enhanced web browsing. Ensure that you download the free versions of the following software:

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- [Adobe Reader](https://get.adobe.com/reader/) <https://get.adobe.com/reader/>
- [Adobe Flash Player](https://get.adobe.com/flashplayer/) (version 17 or later) <https://get.adobe.com/flashplayer/>
- [Adobe Shockwave Player](https://get.adobe.com/shockwave/) <https://get.adobe.com/shockwave/>
- [Apple Quick Time](http://www.apple.com/quicktime/download/) <http://www.apple.com/quicktime/download/>

At a minimum, you must have Microsoft Office 2013, 2010, 2007 or Open Office. Microsoft Office is the standard office productivity software utilized by faculty, students, and staff. Microsoft Word is the standard word processing software, Microsoft Excel is the standard spreadsheet software, and Microsoft PowerPoint is the standard presentation software. Copying and pasting, along with attaching/uploading documents for assignment submission, will also be required. If you do not have Microsoft Office, you can check with the bookstore to see if they have any student copies.

## ACCESS AND NAVIGATION

You will need your campus-wide ID (CWID) and password to log into the course. If you do not know your CWID or have forgotten your password, contact the Center for IT Excellence (CITE) at 903.468.6000 or [helpdesk@tamuc.edu](mailto:helpdesk@tamuc.edu).

**Note:** Personal computer and internet connection problems do not excuse the requirement to complete all course work in a timely and satisfactory manner. Each student needs to have a backup method to deal with these inevitable problems. These methods might include the availability of a backup PC at home or work, the temporary use of a computer at a friend's home, the local library, office service companies, Starbucks, a TAMUC campus open computer lab, etc.

## COMMUNICATION AND SUPPORT

### D2L Support

#### Student Support

If you have any questions or are having difficulties with the course material, please contact your Instructor.

#### Technical Support

If you are having technical difficulty with any part of Brightspace, please contact Brightspace Technical Support at 1-877-325-7778 or click on the **Live Chat** or click on the words "[click here](#)" to submit an issue via E-mail.



#### System Maintenance

Please note that on the 4th Sunday of each month there will be System Maintenance which means the system will not be available 12 pm-6 am CST.

### Assistance from *The Writing Center*

The Writing Center at Texas A&M University is committed to assisting student writers at all levels. The Writing Center is located on-campus in the David Talbot Hall of

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Languages Building, Room 103. The hours of operation are Monday through Thursday from 9:00 a.m. until 4:00 p.m. and on Friday from 9:00 a.m. until 1:00 p.m. There is also an Online Writing Lab, accessed by sending an e-mail to:

[writing.tamuc@gmail.com](mailto:writing.tamuc@gmail.com)

### Interaction with Instructor Statement

- Correspondence with your instructor in this course will be done via e-mail.
- All e-mails to your instructor must be written clearly in a formal business format.
- E-mails must be written to reflect your professionalism: complete sentences, correctly spelled words, correct punctuation, grammar, etc.
- All e-mails sent to your instructor MUST have the following in the e-mail  
**SUBJECT LINE:** TMGT 510 01W – M. Smith: Your First Name, Your Last Name, Your CWID #, Subject of E-mail
- **Virtual Office Hours:** Virtual office hours are noted on page 1 of this course syllabus. I check also my e-mail inbox regularly and try to reply to all messages within 24 hours.

## COURSE AND UNIVERSITY PROCEDURES/POLICIES

### Course Specific Procedures/Policies

This class will operate according to the following policies to ensure fairness and equal treatment to all students:

- Work, vacation, travel, sickness/accident/death outside your immediate family does NOT constitute an approved excuse for not completing assignments and/or not meeting course deadlines and due dates.
- If you find it necessary to miss a deadline/due date and you believe you have a valid reason that meets university guidelines and course policy, notify the instructor immediately in writing!
- Grading policies and requirements identified in this course syllabus are non-negotiable and will be adhered to in this course of study with all students held to an identical and equal standard.
- If you do not agree with any requirement herein, believe any requirement to be “unfair” or “unreasonable,” or believe that less should be expected of you than your classmates in order to earn a comparable course grade, you should **WITHDRAW IMMEDIATELY** from this course and re-evaluate your dedication to the principle of academic integrity and success!
- Grades earned in this course will be based on a numerical value and the final course grade will be recorded/posted as a letter grade (see “Grading Scale”).
- Numerical scores that determine the final course grade will not be rounded-up.

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**NOTICE:** If you are not willing to devote the time and effort necessary for the successful completion of this course or if you do not have the prerequisite knowledge/skills to successfully complete this course, you need to discuss this matter with your academic advisor immediately.

**Civility is the rule at all times!**

### **Syllabus Change Policy**

The syllabus is a guide. Circumstances and events, such as student progress, may make it necessary for the instructor to modify the syllabus during the semester. Any changes made to the syllabus will be announced in advance.

### **University Specific Procedures**

#### **Student Conduct**

All students enrolled at the University shall follow the tenets of common decency and acceptable behavior conducive to a positive learning environment. The Code of Student Conduct is described in detail in the [Student Guidebook](#).

<http://www.tamuc.edu/Admissions/oneStopShop/undergraduateAdmissions/studentGuidebook.aspx>

Students should also consult the Rules of Netiquette for more information regarding how to interact with students in an online forum: [Netiquette](#)

<http://www.albion.com/netiquette/corerules.html>

#### **University's Pandemic Response**

A&M-Commerce requires the use of face-coverings in all instructional and research classrooms/laboratories. Exceptions may be made by faculty where warranted. Faculty have management over their classrooms. Students not using face-coverings can be required to leave class. Repetitive refusal to comply can be reported to the Office of Students' Rights and Responsibilities as a violation of the student Code of Conduct.

Students should not attend class when ill or after exposure to anyone with a communicable illness. Communicate such instances directly with your instructor. Faculty will work to support the student getting access to missed content or completing missed assignments.

#### **TAMUC Attendance**

For more information about the attendance policy please visit the [Attendance](#) webpage and [Procedure 13.99.99.R0.01](#).

<http://www.tamuc.edu/admissions/registrar/generalInformation/attendance.aspx>

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<http://www.tamuc.edu/aboutUs/policiesProceduresStandardsStatements/rulesProcedures/13students/academic/13.99.99.R0.01.pdf>

## **Academic Integrity**

Students at Texas A&M University-Commerce are expected to maintain high standards of integrity and honesty in all of their scholastic work. For more details and the definition of academic dishonesty see the following procedures:

[Undergraduate Academic Dishonesty 13.99.99.R0.03](#)

## **Plagiarism**

United States law recognizes that words and ideas have value and can be stolen. The expression of original ideas is considered intellectual property and is protected by copyright laws. Almost all forms of expression fall under copyright protection as long as they are recorded in some way (such as a book, article, musical composition, or computer file).

All of the following are considered examples of plagiarism:

- Turning in someone else's work as your own.
- Copying words and/or ideas from someone else without giving proper credit (references).
- 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 ideas from a source that it makes up the majority of the work you have written, whether you give credit or not.

Be aware that your instructor will be actively looking for all occurrences of plagiarism and, when caught, the results may be devastating to your academic career (see "Academic Integrity"). To avoid plagiarism, a student must give credit whenever they:

- use another individual's idea, opinion, or theory;
- use facts, statistics, graphs, and drawings that are not common knowledge;
- use quotations of another individual's spoken or written words; or
- paraphrase another individual's spoken or written words.

Any works referenced should be properly cited in accordance with the APA 6th edition Publication Manual. *Turnitin*, or other similar plagiarism verification services, may be utilized to verify the absence of or presence of plagiarism in any or all student assignments, projects, and examinations or other coursework. In most cases plagiarism can be avoided by citing sources correctly. Simply acknowledging that certain material

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has been borrowed, and providing your audience with the necessary information to locate that source is usually enough to avoid a plagiarism charge.

### **Collaboration**

All work in this course is to be completed individually, without collaboration from others.

**Plagiarized and/or collaborated assignments and examinations will result in a grade of F with zero (0) points**

### **Use of Outside Sources for Written Work, Papers, and Assignments**

In this course, if it is determined that a student used paid services to obtain previously written work, have the service write course papers, or prepare course assignments, that student will receive a failing grade (0 points) on the work in question. In addition, the student may be subject to recourse according to University policy (see "Academic Integrity"). This type of practice is unethical and is not in keeping with the established tenets of obtaining a higher education degree. **Zero tolerance applies to this policy!**

### **Final Comprehensive Examination for the Master's Degree**

*Refer to Texas A&M University-Commerce Procedure 11.04.99.R0.20.*

All Master of Science Degree in Technology Management candidates must satisfactorily pass a comprehensive examination covering course work within their master's degree program of study. For candidates pursuing the Master of Science Degree in Technology Management, the comprehensive examination will be online and be administrated as a component of the TMGT 599 course. Evaluation of the comprehensive examination will be conducted by an advisory committee in the Department of Engineering & Technology and the final student grade will be recorded as **PASS** or **FAIL**. A candidate who fails the comprehensive examination must complete whatever further courses or additional study that is stipulated by the advisory committee. This additional work must be satisfactorily completed and the comprehensive examination must be taken again and passed before the student will be eligible for graduation. If failed, the comprehensive examination may **NOT** be retaken during the same semester or term.

## **ADA Statement**

### **Students with Disabilities**

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  
Velma K. Waters Library-Room 162



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Phone (903) 886-5150 or (903) 886-5835

Fax (903) 468-8148

E-mail: [studentdisabilityservices@tamuc.edu](mailto:studentdisabilityservices@tamuc.edu)

Website: [Office of Student Disability Resources and Services](#)

<http://www.tamuc.edu/campusLife/campusServices/studentDisabilityResourcesAndServices/>

### **Nondiscrimination Notice**

Texas A&M University-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.

### **Campus Concealed Carry Statement**

Texas Senate Bill - 11 (Government Code 411.2031, et al.) authorizes the carrying of a concealed handgun in Texas A&M University-Commerce buildings only by persons who have been issued and are in possession of a Texas License to Carry a Handgun. Qualified law enforcement officers or those who are otherwise authorized to carry a concealed handgun in the State of Texas are also permitted to do so. Pursuant to Penal Code (PC) 46.035 and A&M-Commerce Rule 34.06.02.R1, license holders may not carry a concealed handgun in restricted locations.

For a list of locations, please refer to the [Carrying Concealed Handguns On Campus](#) document and/or consult your event organizer.

Web URL:

<http://www.tamuc.edu/aboutUs/policiesProceduresStandardsStatements/rulesProcedures/34SafetyOfEmployeesAndStudents/34.06.02.R1.pdf>

Pursuant to PC 46.035, the open carrying of handguns is prohibited on all A&M-Commerce campuses. Report violations to the University Police Department at 903-886-5868 or 9-1-1.

## **COURSE CALENDAR**

<b>October 25, 2021</b>	<b>First Day of Class (textbook reading begins)</b>
October 28, 2021	Assignment 1 Discussion Board #1 Post Due
October 29, 2021	Preliminary Exam Due
October 30, 2021	<b>Live Streaming Video Session</b>
October 31, 2021	Assignment 1 Discussion Board #1 Replies Due
November 7, 2021	Assignment 2 Due (Strategic Alignment)
November 8, 2021	Assignment 5 Exam Available Online

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November 11, 2021	Assignment 1 Discussion Board #2 Post Due
November 14, 2021	Assignment 1 Discussion Board #2 Replies Due
November 18, 2021	Assignment 1 Discussion Board #3 Post Due
November 21, 2021	Assignment 1 Discussion Board #3 Replies Due
November 20, 2021	<b>Live Streaming Video Session</b>
<b>November 25-26, 2021</b>	<b>Thanksgiving Holiday</b>
November 28, 2021	Assignment 3 Due (Chapter Summaries)
December 9, 2021	Assignment 1 Discussion Board #4 Post Due
December 12, 2021	Assignment 1 Discussion Board #4 Replies Due
December 12, 2021	Assignment 4 Due (Strategic Plan)
December 15, 2021	Assignment 5 Due (Exam)
<b>December 17, 2021</b>	<b>Final Day of the Fall 2021 Semester</b>

Refer to the University Master Calendar for additional important dates.

### **Biographical Summary for Your Instructor**

**Dr. Marcus L. Smith, Jr.** is an assistant professor of technology management in the Department of Engineering & Technology/College of Science & Engineering. He received his Doctor of Business Administration from University of the Incarnate Word, San Antonio, Texas. He also holds a Master of Science degree in Engineering Management and Bachelor of Science degree in Computer Science from Missouri University of Science & Technology located in Rolla, Missouri.

Dr. Smith has over thirty-five years of information technology experience including ten years in the Chief Information Officer (CIO) role for three companies. Additionally he served as Chief Technology Strategist for AT&T's Signature Client Group. In that capacity, he assisted major customers including United Services Automobile Association (USAA), Clear Channel Communications, H.E. Butt Grocery Company (H-E-B), Valero, Whole Foods, and Advanced Micro Devices (AMD) in aligning their strategic business objectives with a technology roadmap. His total body of career experiences represents a combination of best practice consultant and industry practitioner.

Prior to joining AT&T, Dr. Smith served as CIO for Pabst Brewing Company, Mallinckrodt Medical Company, and OmniAlert (a technology start-up). He also worked for top-tier consulting firms including Price Waterhouse, Ernst & Young, and Computer Sciences Corporation (CSC). While at CSC, Dr. Smith led the development of a set of innovative frameworks and methods for a new consulting practice that linked and aligned clients' business plans with their information technology plans.