TMGT 471.01W Capstone Project - 23542
COURSE SYLLABUS: SPRING 2024

INSTRUCTOR INFORMATION

Instructor: Gerald Patrick Carter, Distinguished Lecturer
Electrical Engineering Program
Department of Engineering and Technology
Office Location: AG/ET 216 (*Engineering and Technology Building 2nd floor*)
Office Hours: Tuesday (9:00am – 11:30am)
Thursday (9:00am – 11:30am)
Office Phone: 903-886-5706
Office Fax: 903-886-5690 (Inform instructor when fax is sent)

University Email Address: patrick.carter@tamuc.edu

Preferred Form of Communication: e-mail
Communications Response Time: 48 hours typical during weekdays

COURSE INFORMATION

Materials – Textbooks, Readings, Supplementary Readings

Textbook(s) Required:
Harvard Business Review's 10 Must Reads On Strategy. Harvard Business Review
Press. ISBN 978-1-4221-5798-5

Software Required:
MS Word, MS Excel, and MS Powerpoint, MS Schedule (or ProjectLibre which is free).

Optional Texts and/or Materials:
Will be provided by the instructor

The syllabus/schedule are subject to change.

Course Description

This is the capstone course for the Technology Management Program. It provides the opportunity for students to demonstrate that they have learned the material from the program and can apply it in the real world. It should be taken during the students' last semester. It provides students the opportunity to develop a plan to solve a problem dealing with technology management issues today.

Prerequisites: BS-TMGT Majors only, senior standing, and final semester.

Student Learning Outcomes

1. demonstrate a working knowledge of strategy,
2. have an understanding of how an organizational strategy is developed,
3. be able to demonstrate various strategy tools in the development of an organizational strategy,
4. have an understanding of how organizations implement strategy.

COURSE REQUIREMENTS

Minimal Technical Skills Needed

Using the learning management system (LMS) and Microsoft Word, Powerpoint, Excel, and Schedule (or ProjectLibre for scheduling).

Instructional Methods

This course consists of a series of assignments, case studies, and a final project to assist you in achieving the outcomes/objectives of the course. Each week you will work on various combinations of these. Since this is a 100% online course, all coursework will be posted on the D2L course page. All your work must be submitted online as well.

Student Responsibilities or Tips for Success in the Course

. This is an online course it is the student's responsibility to log into the LMS at the start of each week and review what work is required and understand the due dates.

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GRADING

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

A = 90%-100%
B = 80%-89%
C = 70%-79%
D = 60%-69%
F = 59% or Below

Total points corresponding to the final letter grades
A = 270-300 Points
B = 240-269 Points
C = 210-239 Points
D = 180-209 Points
F = 179 & >   Points

Assessments

Assessment Type	Pts.
Assignments (5 @ 20 Points Each)	100
Quizzes (10 @ 10 Points Each)	100
Final Project	100
Total	**300**

Assessment	Student Learning Outcomes (SLO)
Assignment 1	1
Assignment 2	1
Assignment 3	2
Assignment 4	3
Assignment 5	4

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TECHNOLOGY REQUIREMENTS

LMS

All course sections offered by Texas A&M University-Commerce have a corresponding course shell in the myLeo Online Learning Management System (LMS). Below are technical requirements

LMS Requirements:
https://community.brightspace.com/s/article/Brightspace-Platform-Requirements

LMS Browser Support:
https://documentation.brightspace.com/EN/brightspace/requirements/all/browser_support.htm

Zoom Video Conferencing Tool
https://inside.tamuc.edu/campuslife/CampusServices/CITESupportCenter/Zoom_Account.aspx?source=universalmenu

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.

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

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. Other support options can be found here:

https://community.brightspace.com/support/s/contactsupport

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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.
- Office Hours: 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, and sickness/accident/death outside your immediate family do **NOT** constitute approved excuse for failing to complete assignments and/or 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.

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!

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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: https://www.britannica.com/topic/netiquette

TAMUC Attendance

For more information about the attendance policy please visit the Attendance webpage and Procedures 13.99.99.R0.01 http://www.tamuc.edu/admissions/registrar/generalInformation/attendance.aspx

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
Undergraduate Student Academic Dishonesty Form

http://www.tamuc.edu/aboutUs/policiesProceduresStandardsStatements/rulesProcedures/documents/13.99.99.R0.03UndergraduateStudentAcademicDishonestyForm.pdf

Graduate Student Academic Dishonesty Form

http://www.tamuc.edu/academics/graduateschool/faculty/GraduateStudentAcademicDishonestyFormold.pdf

http://www.tamuc.edu/aboutUs/policiesProceduresStandardsStatements/rulesProcedures/13students/undergraduates/13.99.99.R0.03UndergraduateAcademicDishonesty.pdf

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Students with Disabilities-- 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
Velma K. Waters Library Rm 162
Phone (903) 886-5150 or (903) 886-5835
Fax (903) 468-8148
Email: 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

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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.

A&M-Commerce Supports Students' Mental Health

The Counseling Center at A&M-Commerce, located in the Halladay Building, Room 203, offers counseling services, educational programming, and connection to community resources for students. Students have 24/7 access to the Counseling Center's crisis assessment services by calling 903-886-5145. For more information regarding Counseling Center events and confidential services, please visit **www.tamuc.edu/counsel**

AI Use Policy [Draft 2, May 25, 2023]

Texas A&M University-Commerce acknowledges that there are legitimate uses of Artificial Intelligence, ChatBots, or other software that has the capacity to generate text, or suggest replacements for text beyond individual words, as determined by the instructor of the course.

Any use of such software must be documented. Any undocumented use of such software constitutes an instance of academic dishonesty (plagiarism).

Individual instructors may disallow entirely the use of such software for individual assignments or for the entire course. Students should be aware of such requirements and follow their instructors 'guidelines. If no instructions are provided the student should assume that the use of such software is disallowed.

In any case, students are fully responsible for the content of any assignment they submit, regardless of whether they used an AI, in any way. This specifically includes cases in which the AI plagiarized another text or misrepresented sources.

13.99.99.R0.03 Undergraduate Academic Dishonesty

13.99.99.R0.10 Graduate Student Academic Dishonesty

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COURSE OUTLINE / CALENDAR

Quick Outlines Topics & Schedule- More details are provided in the LMS

Week #	Module	Topic	Textbook Chapter
1		Course Overview	
2	Module 1	What is Strategy	Ch 1 – What is Strategy?
3	Module 1	What is Strategy	Ch 2 – The Five Competitive Forces that Shape Strategy
4	Module 1	What is Strategy	Ch 1-2 Recap
5	Module 2	Developing a Strategy	Chapter 3 – Building Your Company's Vision
6	Module 2	Developing a Strategy	Chapter 4 – Reinventing Your Business Model
7	Module 2	Developing a Strategy	Chapter 5 – Blue Ocean Strategy
8		Start Final Project	
9	Module 3	Strategy Tools	Chapter 6 – The Secrets of Successful Strategy Execution
10	Module 3	Strategy Tools	Chapter 7 – Using the Balanced Scorecard as a Strategy Management System
11	Module 3	Strategy Tools	Ch 8 – Transforming Corner-Office Strategy into Frontline Action
12	Module 4	Implementing Strategy	Ch 9 – Turning Great Strategy into Great Performance
13	Module 4	Implementing Strategy	Ch 10 – Who Has the D? How Clear Decision Roles Enhance Organizational Performance
14	Module 4	Implementing Strategy	
15		Work On Semester Project	
16		Semester Project Due	

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