

Texarkana College

Course Syllabus

BUSI 1301.2W1 Business Principles

Fall II 2025 – online

INSTRUCTOR: Curt Langford

Associate Professor

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Office: CHEM 17

OFFICE HOURS:

Monday - 7:30-8:00 am; 9:30 am-1:00 pm

Tuesday - 7:30 am - 1:00 pm

Wednesday - 7:30-8:00 am; 9:30 am-1:00 pm

Thursday - 7:30 am – 1:00 pm

Friday – 8:00-11:00 am

REQUIRED TEXT: [TEXTBOOK](#)

IMPORTANT DATES:

Fall II classes begin – October 13, 2025

Last date to drop a class – November 21, 2025

Thanksgiving Break – November 24 – 28, 2025

Final Exam – December 10, 2025

STUDENT LEARNING OUTCOMES: Upon completion of this course, the student should be able to:

1. Identify major business functions of accounting, finance, information systems, management, and marketing.
2. Describe the relationships of social responsibility, ethics, and law in business.
3. Explain forms of ownership, including their advantages and disadvantages.
4. Identify and explain the domestic and international considerations for today's business environment: social, economic, legal, ethical, technological, competitive, and international.
5. Identify and explain the role and effect of government on business.
6. Describe the importance and effects of ethical practices in business and be able to analyze business situations to identify ethical dilemmas and ethical lapses.
7. Describe basic financial statements and show how they reflect the activity and financial condition of a business.
8. Explain the banking and financial systems, including the securities markets, business financing, and basic concepts of accounting.
9. Explain integrity, ethics, and social responsibility as they relate to leadership and

management.

10. Explain the nature and functions of management.

11. Identify strengths, weaknesses, opportunities, and threats of information technology for businesses.

STUDENT ASSESSMENT:

Assignment	Percentage of total grade	Total points available	Actual Score
Test #1*		300	
Test #2*			
Test #3*			
Test #4*	50%		
Comprehensive Assignment	16.67%	100	
Quizzes	16.67%	100	
Final Exam	16.67%	100	
TOTAL	100%	600	

*Lowest test grade will be dropped

Tests and quizzes will be taken in Moodle. Each quiz will be worth 10 points. There are 16 chapter quizzes and I will be dropping the lowest six grades at the end of the semester.

GRADING SCALE:

Grade		Points
A	90-100	540 – 600
B	80-89	480 – 539
C	70-79	420 – 479
D	60-69	360 – 419
F	59 & below	< 360

CLASS SCHEDULE:**Test #1**

Date	Text
Oct 13 through Oct 22	Course Introduction Ch 1 – <i>Understanding Economic Systems and Business</i> Read pgs 9 through 49 Ch 2 – <i>Making Ethical Decisions and Managing a Socially Responsible Business</i> Read pgs 59 through 79 Ch 3 – <i>Competing in the Global Marketplace</i> Read pgs 87 through 121 Ch 4 – <i>Forms of Business Ownership</i> Read pgs 129 through 160
Oct 23	Test #1

Test #2

Date	Text
Oct 24 through Nov 5	Ch 5 – Entrepreneurship: Starting and Managing Your Own Business Read pgs 169 through 202 Ch 6 – Management and Leadership in Today's Organizations Read pgs 209 through 238 Ch 7 – Designing Organizational Structures Read pgs 247 through 276 Ch 8 – Managing Human Resources and Labor Relations Read pgs 285 through 324
Nov 6	Test #2

Test #3

Date	Text
Nov 7 through Nov 17	Ch 9 – <i>Motivating Employees</i> Read pgs 335 through 362 Ch 10 – <i>Achieving World-Class Operations Management</i> Read pgs 369 through 400 Ch 11 – <i>Creating Products and Pricing Strategies to Meet Customers' Needs</i> Read pgs 411 through 450 Ch 12 – <i>Distributing and Promoting Products and Services</i> Read pgs 459 through 492
Nov 18	Test #3

TEST #4 AND FINAL EXAM

Date	Text
Nov 19 through Dec 7	Ch 13 – Using Technology to Manage Information Read pgs 501 through 531 Ch 14 – Using Financial Information and Accounting Read pgs 539 through 570 Ch 15 – Understanding Money and Financial Institutions Read pgs 581 through 607 Ch 16 – Understanding Financial Management and Securities Markets Read pgs 615 through 644
Dec 8	Test #4
Dec 10	FINAL EXAM

ABSENCE POLICY:

Texarkana College's absence policy allows instructors to withdraw a student from a course due to excessive absences. Attendance will be taken on a weekly basis. If you do not complete any assignments during the week, you will be considered absent for that week.

A student should not stop attending a class without formally withdrawing from the course by the institutions published Last Day for Students to Drop. If a student stops attending class after the published Last Day for Students to Drop, the student **may** receive a grade of "F" in the class. The instructor will submit the last date of attendance for students receiving a grade of "F" or "W".

Withdrawal from a course(s) **may** affect a student's current or future financial aid eligibility. Students should consult the Financial Aid Office to learn both short and long term consequences of a withdrawal.

EXCUSED ABSENCES:

A student's absence due to school trips and/or school business will not be counted against a student's allowable number of absences. Military duty and absences for Holy Days are covered in a separate section of the catalog and the student handbook. These are the only excused absences that are considered by Texarkana College. Responsibility for work missed for any absence is placed on the student. Instructors are required to allow students to make up work missed if the absence is due to military duty or religious holy days when students follow the correct notification procedures. Instructors are not required to allow students to make up work for absences due to other reasons.

MAXIMUM ALLOWABLE ABSENCES:

After official registration, the following number of unexcused absences will be the maximum allowable before a student **may** be dropped from the class.

Academic Classes

A COURSE THAT MEETS FOR THE FULL 8 WEEK SEMESTER	
Class Meets:	An instructor may withdraw a student from a course if absences exceed:
Online	2

MAKE-UP POLICY:

If you do not take a test on its assigned date, you will not be allowed to make up this test and you will receive a score of zero. This will need to be the test that you drop. Quizzes missed can't be made up. There are a total of 16 chapters and I will drop the lowest six chapter quiz grades. If you miss an assignment due to an excused extracurricular activity, you will be expected to communicate this information to the instructor.

ACADEMIC DISHONESTY POLICY:

Scholastic dishonesty, involving but not limited to cheating on a test, plagiarism, collusion or falsification of records will make the student liable for disciplinary action after being investigated by the Dean of Students. Proven violations of this nature will result in the student being dropped from the class with an “F”. This policy applies campus-wide, including the TC Testing Center, as well as off-campus classroom or lab sites. Students are furnished this information during Freshman Orientation with the TC Student Handbook.

DISABILITY ACT STATEMENT:

Texarkana College complies with all the provisions of the Americans with Disabilities Act and makes reasonable accommodations upon request. Please contact Tonja Blase at 903-823-3349, or go by the Retention/Special Needs Department located in the Academic Commons building for personal assistance.

If you have an accommodation letter from their office indicating that you have a disability that requires academic accommodations, please present it to me so we can discuss the accommodations that you might need for this class. It is best to request these changes at the beginning of the semester if not before the start of class so there is ample time to make the accommodations.

BASIC NEEDS SECURITY:

Any student who has difficulty affording groceries or accessing enough food to eat every day, or who lacks a safe and stable place to live and believes this may affect their performance in this course or ability to remain in school, is urged to contact Tonja Blasé, Director of Student Retention, at 903-823-3349 for support. Furthermore, please notify me if you are comfortable in doing so. This will enable them to provide any resources that they may possess.

FINANCIAL AID:

Dropping this class may affect your funding in a negative way! You could owe money to the college and/or federal government. Please check with the Financial Aid office before making a decision.

E-MAIL STATEMENT:

Texarkana College uses a Texarkana College created and maintained email account for every student. This email account is used for official correspondence, communication to and from faculty and staff, and may be the only email recognized by faculty, staff, and administrators. Student emails are firstinitial.lastname and last four digits of the student's ID#. Example: John Student whose student ID# is 45678 has the email address of j.student5678@my.texarkanacollege.edu.

I reserve the right to modify this syllabus as circumstances warrant. Advanced notice will be given to each student before any modifications are made.