



**BUSI3344-130, Introduction to the Global Business Environment
Online 16 Week Course**

Spring 2019 (January 14 – May 10, 2019)
Texas A&M University-Central Texas

INSTRUCTOR AND CONTACT INFORMATION

Instructor: Dr Leyla Orudzheva

Office: Founders Hall 3rd Floor, Room 323U

Office Phone: (254) 519-5472

Email: Leyla.orudzheva@tamuct.edu (preferred). Please provide in the subject line of each message the course information "BUSI 3344-130" so that I can identify your class.

College of Business Administration Department Information:

POC: Ms. Melanie Mason

COBA Department Main Phone Number: 254-519-5437

COBA Department Main Email: cobainfo@tamuct.edu

COBA Department Main Fax#: 254-501-5825

Office Hours:

M/W 2- 5pm, and by appointment (f2f, video conference or phone). I encourage all students to interact with me immediately after class or to schedule a time to ask questions about upcoming assignments, get clarity on course concepts, and/or review your grading status in the course.

Mode of instruction and course access:

This course meets **online**. The TAMUCT Canvas Learning Management System [<https://tamuct.instructure.com>] will be used for instruction and assessment.

Student-instructor interaction:

I check emails regularly and usually respond within 24h during week days (48h during weekend and holidays). I can meet face to face, on the phone, or online using web-conference tools.

Occasionally, a University meeting or Conference travel will preempt my prompt responses to your message; should this happen I will post an announcement via Canvas.

911 Cellular:

Emergency Warning System for Texas A&M University – Central Texas

911Cellular is an emergency notification service that gives Texas A&M University-Central Texas the ability to communicate health and safety emergency information quickly via email, text message, and social media. All students are automatically enrolled in 911 Cellular through their

myCT email account.

Connect at [911Cellular](https://portal.publicsafetycloud.net/Texas-AM-Central/alert-management) [https://portal.publicsafetycloud.net/Texas-AM-Central/alert-management] to change where you receive your alerts or to opt out. By staying enrolled in 911Cellular, university officials can quickly pass on safety-related information, regardless of your location.

COURSE INFORMATION

Required Textbook:

International Business: The Challenges of Globalization, 8/E. Authors: John J. Wild & Kenneth L. Wild. Publisher: Pearson. ISBN 978-0-13-386624-7.

Note: A student of this institution is not under any obligation to purchase a textbook from a university-affiliated bookstore. The same textbook may also be available from an independent retailer, including an online retailer.

Course Overview and Description:

Course offers a broad coverage of key concepts and issues in the 21st century global business environment. Emphasis will be placed on political, financial, cultural, and regulatory effects on the operations of businesses in the global environment.

Course Objective:

This course is designed to increase the student's understanding of the complexity and the continuously evolving nature of global business. The course will introduce issues, such as the role of trade, investment liberalization, economic integration, and the multinational enterprise. We will examine the influence of cultural, social, religious, economic, political, geographic, philosophical, and environmental forces on competitiveness of an international business.

Student Learning Outcomes:

At the conclusion of the course the student will be able to:

- a) Develop cross-cultural sensitivity to interact with individuals from different cultures in a business setting.
- b) Analyze the cultural, legal, political, and economic forces of international business environment.
- c) Understand specific trade and investment theories.
- d) Understand the impact of government intervention and trade agreements on global business decisions.
- e) Explain the reasons and methods of entering international business through foreign markets and through domestic import/export markets.
- f) Select appropriate entry modes and business organization models to match strategic international business marketing and/or production objectives.
- g) Apply basic marketing, management, and human resource principles to doing business in various countries.

COURSE REQUIREMENTS AND ASSESSMENTS

INDIVIDUAL COURSE COMPONENT (705 POINTS)

Student Introductions (5 points): the students will introduce themselves in the Students' Introductions Forum.

Module Forum Discussions (6 x 25 = 150 points) Module forum discussions are intended to emulate a class setting and to trigger conversations between classmates about the course content. This is an essential component of this course, as students typically share a wealth of knowledge derived from everyone's unique thoughts, ideas, experiences, and background. Forum discussions rely on the principles of *learner-learner interaction* to deepen the understanding of the material. As your instructor, I will rarely intervene in discussions, but will read every post and grade them according to their adequacy.

To receive a maximum grade for a forum discussions, students must make at least two posts:

1. a primary post should respond to a set of questions asked by the instructor regarding the subject matter (questions to which answers will often be opinion or research based); and
2. a secondary post should respond to at least one other students (an answer should include at least 3 sentences and be relevant to the fellow student's initial post—generic answers will not get points).

Grading for forum discussions largely depends on your ability to follow instructions and give well-justified answers; and not on your ability to be right or wrong like in an exam. Students are encouraged to enjoy learner-learner interactions in forums and should see them as equivalent to a class discussion. Forum discussions are mandatory, and students who do not participate in a given module will not earn points for that module.

Cultural Interview Report (100 points)

The cultural interview is to be conducted with a person who has a different nationality from yours, or is of a different national origin. A single-spaced report of 1 page maximum should be submitted (see calendar for due date). The recommended outline for the report will be provided in Canvas.

Exam 1, Exam 2, and Exam 3 (3 x 150 points)

Three examinations will be given throughout the course of the semester. Exams will be composed of multiple choice questions based on the chapters studied in class. The instructor may make adjustments to the examinations, depending on the learning pace of the class.

GROUP COURSE COMPONENT (295 POINTS)

Initial Country Research Report (60 points)

The initial country research report is intended to prepare you for the final country report. There will be two broad topics to be researched related to trade and monetary environment, and to international opportunity and market entry. More instructions will be provided in Canvas.

Virtual meeting with instructor for feedback on the Initial Country Research Group Report (35 points)

All groups will have a brief video conference with the instructor (dates & time slots TBD) to receive live feedback and ask questions that will help prepare the Final Country Group Report. More instructions will be provided in Canvas.

Final Country Group Report (150 points)

By the end of the semester, your group will be expected to provide a full business report regarding the entry of a new product in your selected country. This report will include two major components: a country analysis (including an analysis of political, legal, economic, monetary, trade, and cultural environments) and a proposed plan for new product entry (including an analysis highlighting the challenges and opportunities of doing business in your chosen country, a description of your product, a competitor analysis, and an entry strategy). More instructions will be given about the write-up during the semester.

Final Country Group Presentation (50 points)

Each group will present their country group report online. Groups will be expected to make a professional presentation. Each group member is expected to present a share of the project to the class. More instructions will be provided in Canvas.

Grading Polices/Guidelines

- **Required Studying: Instructor-Created/Provided Materials and Book Chapters:** Modules are used for instruction in this online course. While *Module Forum Discussions* (detailed next in the Assessments section of the syllabus) are the equivalent of face-to-face discussions, studying the materials in each module as instructed is the equivalent of attending a lecture. You are required to study the material as instructed if you want to succeed in the class. Studying for a module may include: listening/watching to instructor-created audio and/or video content (e.g., narrated presentation), listening/watching instructor-provided audio and/or video content (e.g., a news segment about an event that impacts business strategy), reading instructor-created notes and PDFs, reading instructor-created slides, reading-instructor provided slides, and lastly, reading book chapters as instructed.
- **Individual Performance:** It is vital that you are active in the course and complete all work in a professional fashion. You are expected to read the chapters as assigned in the syllabus as well as all the relevant supplemental resources that may be found in the Module content folders for that period.
- **Quality Work:** All work submitted for grading shall be of upper level quality: demonstrate understanding and effort put into it, depth of analysis, grammatical structure, professionalism, etc.

- **Spelling, Grammar, and Writing Skills for reports:** The content of all written assignments is what you will be evaluated on, provided that your spelling and grammar does not have major issues. While a few spelling and grammar mistakes are acceptable and will not affect your grade, I reserve the right to remove of up 10% of the points of a written assignment for excessively bad grammar and spelling mistakes. Students who proofread their work, use spelling and grammar checking tools, or obtain help from the University Writing Center (described above) should not be affected by this policy.
- **Identifying Submissions:** Submissions' title should follow the format as specified
Title_of_the_assignment_Student Last Name
- **Submission Style Requirements:** Submissions will be in accordance with The Publication Manual of the American Psychological Association, 6th ed. **All written work must be submitted utilizing Microsoft Word in either a .doc or .docx format.**
- **Due Dates and Late Submissions:** The assignment instructions and deadlines are clearly laid out in the syllabus. As such, it is expected that all work will be submitted on time, as timeliness is an important aspect of professional communications and behavior. If you encounter an issue, please let me know before the due date. Late submissions of written assignments will cost -20% of the grade per day.
- **Changes to Syllabus:** This syllabus serves as an instructional and study planning document. Although every effort will be made to maintain the schedule and activities presented herein, it may become necessary during the course of the semester to make changes to the syllabus. In such events, changes will be announced and students will receive written notice as soon as possible.
- **Sundown rule:** You have one (1) week (from the date the grade is released) to inquire about your grade on an exam, quiz or any other assignment. The exception to this is the last round of assignments, and your Final Letter Grade when inquiries need to be taken care of as soon as possible before I submit grades to the Registrar. The purpose is to resolve any issue during the term and not wait until the last week of the term. Check your grades every week!
- **Peer evaluation:** Students' involvement in group activities will be evaluated by peers using a mandatory collective Peer Evaluation process. Based on the grade awarded by peers, a student will either receive the full points associated with the team grade on a relevant team assignment or only a portion of the points. Participation in scheduled presentations is mandatory to receive credit.
 - NOTE 1: No later than 24 hours after a peer evaluation due date, any team member may request that the instructor arbitrate team ratings. If arbitration is requested, and conducted, the decision of the instructor will be final. The Peer Evaluation will be submitted with each of the team assignments.

- NOTE 2: A student “fired” from his or her team in accordance with conditions outlined in the team’s charter will have to complete the remaining team project parts on his own with a maximum possible grade capped at 79%. Furthermore, a student fired from a team won’t be able to earn points for the Team presentation.
- NOTE 3: Collective Peer Evaluations will be required for each group assignment in order for it to be graded

Grading Criteria Rubric and Conversion

A detailed grading rubric will be available with the assignment instructions and submission locations in Canvas. Minimum points required for a specific course grade are noted on the table under Grade Computation in the next section. Minimum points required for a specific course grade will NOT be revised for any reason. There are 1000 grading points available in this class, assigned as follows:

Course Element	Points
Students’ Introductions Forum	5
Module Forum Discussions 6@25	150
Cultural Interview	100
Exams 3@ 150	450
Initial Country Research Report	60
Virtual meeting with instructor for feedback on the Initial Country Research Report	35
Final Country Group Report	150
Final Country Group Presentation	50
Total Points Possible	1000

POINTS	EQUALS	LETTER GRADE
900-1000	=	A
800-899.99	=	B
700-799.99	=	C
600-699.99	=	D
Below 600	=	F

Posting of Grades

All grades will be posted on the Canvas Grade book and students should monitor their grading status through this tool. I will attempt to post grades for all assignments within one week after the due date, unless I let you know otherwise.

COURSE OUTLINE AND CALENDAR

Complete Course Calendar

The modules will open on Mondays and will remain open till the end of the semester

All written assignments are due on Sundays of a corresponding week by 11:59pm

Exams will open on Mondays of a corresponding week and will remain open through the following Sunday till 11:59pm (Note: Considering the large availability window for exams, no make-ups will be allowed unless there are exceptional circumstances)

Module	Dates	Topic / Reading	Assignments
Introduction	Week 1 Jan 14-20		<ul style="list-style-type: none"> ✓ Post to the “Student Introduction” forum (required to show that you are active in the course). ✓ Read and review syllabus. ✓ Buy the textbook
1	Week 2 Jan 21-27 *Jan 21 Campus Closed MLK	✓ Ch. 1 - Globalization	<ul style="list-style-type: none"> ✓ Read Ch. 1 & 2 ✓ Study all relevant content provided in the Module ✓ Post to the Module 1 forum and respond to at least one of your peers’ post.
	Week 3 Jan 28-Feb 3	✓ Ch. 2 - Cross-Cultural business	
Cultural Interview	Week 4 Feb 4-10		<ul style="list-style-type: none"> ✓ Read instructions for cultural interview ✓ Find appropriate interviewee, conduct cultural interview, and submit 1-page write-up
2	Week 5 Feb 11-17	✓ Ch. 3 – Political Economy and Ethics	<ul style="list-style-type: none"> ✓ Read Ch. 3 & 4 ✓ Study all relevant content provided in the Module ✓ Post to the Module 2 forum and respond to at least one your peers’ post. ✓ Initial Country Research Report due by Feb 24
	Week 6 Feb 18-24	✓ Ch. 4 – Economic Development of Nations.	
EXAM 1	Week 7 Feb 25-Mar 3		<ul style="list-style-type: none"> ✓ Take Exam 1 Online. Covers Modules 1 & 2. Must be completed in one sitting.

3	Week 8 Mar 4-10	✓ Ch. 5 – International Trade Theory	✓ Read Ch. 5 & 6 ✓ Study all relevant content provided in the Module ✓ Post to the Module 3 forum and respond to at least one your peers' post. ✓ Group video conferences with instructor during Week 9 (dates and time slots will be provided for sign-up). Mandatory attendance to receive credit
	Spring Break March 11-17th		
	Week 9 Mar 18-24	✓ Ch. 6 – Political Economy of Trade	
4	Week 10 Mar 25-31	✓ Ch. 8 – Regional Economic Integration	✓ Read Ch. 8, 10, 9 ✓ Study all relevant content provided in the Module ✓ Post to the Module 4 forum and respond to at least one your peers' post.
	Week 11 Apr 1-7	✓ Ch. 10 – International Monetary System ✓ Ch. 9 – International Financial Markets	
EXAM 2	Week 12 Apr 8-14		✓ Take Exam 2 Online. Covers Modules 3 & 4. Must be completed in one sitting.
5	Week 13 Apr 15-21	✓ Ch. 11 – International Strategy and Organization	✓ Read Ch. 11, 12, 13 ✓ Study all relevant content provided in the Module ✓ Post to the Module 5 forum and respond to at least one your peers' post.
	Week 14 Apr 22-28	✓ Ch. 12 – Analyzing International Opportunities ✓ Ch. 13 – Selecting and Managing Entry Modes.	
6	Week 15 Apr 29-May 5	✓ Ch. 14 – Developing and Marketing Products ✓ Ch. 16 – Hiring and Managing Employees.	✓ Read Ch. 14 & 16 ✓ Study all relevant content provided in the Module ✓ Post to the Module 6 forum and respond to at least one your peers' post. ✓ Submit Final Group Country Report
Course wrap-up	Week 16 May 6-12		✓ Take Exam 3 Online. Covers Modules 5 & 6. Must be completed in one sitting. ✓ Submit Final Group Country Presentation by Thursday, May 9, 6 pm.

This course schedule is subject to change at the discretion of the Instructor. Should it change, a new

Syllabus with different date in the footer will be published on the course web site and students will be notified of the change.

Important University Dates:

March 19, 2018	Spring Semester Admissions Application Opens
October 22, 2018	Advising Begins for Spring Semester
October 22, 2018	Class Schedule Published For Spring Semester
November 1, 2018	Deadline for Scholarship Applications for the Spring Semester
November 5, 2018	Registration Opens for Spring Semester
November 15, 2018	Priority Deadline for International Student Spring Admissions Applications
December 3, 2018	Priority Deadline for Spring VA Certification Request
January 2, 2019	Priority Deadline for Spring Admissions applications
January 10, 2019	Convocation
January 11, 2019	Deadline for Tuition and Fee Payments (16- & First 8-Week Classes)
January 14, 2019	Add, Drop, and Late Registration Begins for 16- and First 8-Week. \$25 fee assessed for late registrants.
January 14, 2019	Classes Begin for Spring Semester
January 16, 2019	Deadline for Add, Drop, and Late Registration for 16- and First 8-Week Classes
January 21, 2019	Martin L. King Jr. Day (<i>University Closed</i>)
January 22, 2019	Deadline to Drop First 8-Week Classes with No Record
January 30, 2019	Deadline to Drop 16-Week Classes with No Record
February 22, 2019	Student End of Course Survey Opens (First 8-Week Classes)
February 22, 2019	Deadline to Drop First 8-Week Classes with a Quit (Q) or Withdraw (W)
March 1, 2019	Deadline for Graduation Application for Spring Ceremony Participation
March 1, 2019	Deadline for Teacher Education and Professional Certification Applications (i.e. Principal, Reading Specialist, etc.)
March 8, 2019	Classes End for First 8-Week Session
March 8, 2019	Deadline for Spring Admissions Applications
March 10, 2019	Student End of Course Survey Closes (First 8-Week Classes)
March 11, 2019	Spring Break – No Class (<i>University Open</i>)
March 11, 2019	Deadline for Faculty Submission of First 8-Week Final Class Grades (due by 3pm)
March 13, 2019	Spring Break – No Class (<i>University Open</i>)

March 14, 2019	Spring Break – No Class (<i>University Open</i>)
March 15, 2019	Deadline for Tuition and Fee Payments (Second 8-Week Classes)
March 15, 2019	Deadline for Clinical Teaching Applications
March 15, 2019	Spring Break – No Class (<i>University Open</i>)
March 18, 2019	Add, Drop, and Late Registration Begins for Second 8-Week Classes. \$25 fee assessed for late registrants.
March 18, 2019	Classes Begin for Second 8-Week Session
March 20, 2019	Deadline for Add, Drop, and Late Registration for Second 8-Week Classes
March 25, 2019	Deadline to Drop Second 8-Week Classes with No Record
April 1, 2019	Deadline for GRE/GMAT Scores to Office of Graduate Studies
April 5, 2019	Deadline to Drop 16-Week Classes with a Quit (Q) or Withdraw (W)
April 12, 2019	Deadline for Final Committee-Edited Theses with Committee Approval Signatures to Office of Graduate Studies for Spring Semester
April 26, 2019	Student End of Course Survey Opens (16- and Second 8-Week Classes)
April 26, 2019	Deadline to Drop Second 8-Week Classes with a Quit (Q) or Withdraw (W)
May 10, 2019	Deadline for Applications for \$1,000 Tuition Rebate for Spring Graduation (5pm)
May 10, 2019	Deadline for Degree Conferral Applications to the Registrar's Office. \$20 Late Application Fee.
May 10, 2019	Deadline to Withdraw from the University for 16- and Second 8-Week Classes
May 10, 2019	Spring Semester Ends
May 11, 2019	Commencement Ceremony Bell County Expo Center 7:00 p.m.
May 12, 2019	Student End of Course Survey Closes (16- and Second 8-Week Classes)
May 14, 2019	Deadline for Faculty Submission of 16-Week and Second 8-Week Final Class Grades (due by 3pm)
May 14, 2019	Deadline for Thesis to Clear Thesis Office for Spring Semester

TECHNOLOGY REQUIREMENTS AND SUPPORT

Technology Requirements.

This course will use the A&M-Central Texas Instructure Canvas learning management system. Logon to A&M-Central Texas Canvas [<https://tamuct.instructure.com>].

Username: Your MyCT username (xx123 or everything before the "@" in your MyCT e-mail address)

Password: Your MyCT password

Canvas Support

Use the Canvas Help link, located at the bottom of the left-hand menu, for issues with Canvas. You can select “Chat with Canvas Support,” submit a support request through “Report a Problem,” or call the Canvas support line: 1-844-757-0953.

For issues related to course content and requirements, contact your instructor.

Other Technology Support

For log-in problems, students should contact Help Desk Central.

24 hours a day, 7 days a week:

Email: helpdesk@tamu.edu

Phone: (254) 519-5466

[Web Chat](http://hdc.tamu.edu): [<http://hdc.tamu.edu>]

Please let the support technician know you are an A&M-Central Texas student.

For issues related to course content and requirements, contact me directly.

UNIVERSITY RESOURCES, PROCEDURES, AND GUIDELINES

Drop Policy.

If you discover that you need to drop this class, you must complete a [Drop Request Form](https://www.tamuct.edu/registrar/docs/Drop_Request_Form.pdf) [https://www.tamuct.edu/registrar/docs/Drop_Request_Form.pdf].

Professors cannot drop students; this is always the responsibility of the student. The Registrar’s Office will provide a deadline on the University Calendar for which the form must be completed, signed and returned. Once you return the signed form to the Registrar’s Office, you must go into Warrior Web and confirm that you are no longer enrolled. If you still show as enrolled, FOLLOW-UP with the Registrar’s Office immediately. You are to attend class until the procedure is complete to avoid penalty for absence. Should you miss the drop deadline or fail to follow the procedure, you will receive an F in the course, which may affect your financial aid and/or VA educational benefits.

Academic Integrity.

Texas A&M University -Central Texas values the integrity of the academic enterprise and strives for the highest standards of academic conduct. A&M-Central Texas expects its students, faculty, and staff to support the adherence to high standards of personal and scholarly conduct to preserve the honor and integrity of the creative community. Academic integrity is defined as a commitment to honesty, trust, fairness, respect, and responsibility. **Any deviation by students from this expectation may result in a failing grade for the assignment and potentially a failing grade for the course.** Academic misconduct is any act that improperly affects a true and honest evaluation of a student’s academic performance and includes, but is not limited to, cheating on an examination or other academic work, plagiarism and improper citation of sources, using another student’s work, collusion, and the abuse of resource materials. All academic misconduct concerns will be reported to the university’s Office of Student Conduct. Ignorance of the university’s standards and expectations is never an excuse to act with a lack of integrity. When in doubt on collaboration, citation, or any issue, please contact your instructor before taking a course of action.

For more [information regarding the Student Conduct process](https://tamuct.campuslabs.com/engage/organization/tamuct-student-conduct-panel),
[https://tamuct.campuslabs.com/engage/organization/tamuct-student-conduct-panel].
If you know of potential honor violations by other students, you may [submit a report](https://cm.maxient.com/reportingform.php?TAMUCentralTexas&layout_id=0),
[https://cm.maxient.com/reportingform.php?TAMUCentralTexas&layout_id=0].

Academic Accommodations.

At Texas A&M University-Central Texas, we value an inclusive learning environment where every student has an equal chance to succeed and has the right to a barrier free education. The Department of Access and Inclusion is responsible for ensuring that students with a disability receive equal access to the University's programs, services and activities. If you believe you have a disability requiring reasonable accommodations please contact the Office of Access and Inclusion at (254) 519-5797. Any information you provide is private and confidential and will be treated as such.

For more information please visit our [Access & Inclusion](https://www.tamuct.edu/student-affairs/access-inclusion.html) web page
[https://www.tamuct.edu/student-affairs/access-inclusion.html].

Important information for Pregnant and/or Parenting Students.

Texas A&M University-Central Texas supports students who are pregnant and/or parenting. In accordance with requirements of Title IX and related guidance from US Department of Education's Office of Civil Rights, the Dean of Student Affairs' Office can assist students who are pregnant and/or parenting in seeking accommodations related to pregnancy and/or parenting. Students should seek out assistance as early in the pregnancy as possible. For more information, please visit the [Student Affairs](https://www.tamuct.edu/student-affairs/index.html) web page [https://www.tamuct.edu/student-affairs/index.html]. Students may also contact the institution's Title IX Coordinator. If you would like to read more about these [requirements and guidelines online](http://www2.ed.gov/about/offices/list/ocr/docs/pregnancy.pdf), please visit the website [http://www2.ed.gov/about/offices/list/ocr/docs/pregnancy.pdf].

Title IX of the Education Amendments Act of 1972 prohibits discrimination on the basis of sex and gender—including pregnancy, parenting, and all related conditions. A&M-Central Texas is able to provide flexible and individualized reasonable accommodation to pregnant and parenting students. All pregnant and parenting students should contact the Associate Dean in the Division of Student Affairs at (254) 501-5909 to seek out assistance. Students may also contact the University's Title IX Coordinator.

Please advise the instructor within the first week of class of any accommodations needed.

Tutoring.

Tutoring is available to all A&M-Central Texas students, both on-campus and online. Subjects tutored on campus include Accounting, Advanced Math, Biology, Finance, Statistics, Mathematics, and Study Skills. Tutors are available at the Tutoring Center in Warrior Hall, Suite 111.

If you have a question regarding tutor schedules, need to schedule a tutoring session, are interested in becoming a tutor, or have any other question, contact Academic Support

Programs at (254) 519-5796, or by emailing Dr. DeEadra Albert-Green at deeadra.albertgreen@tamuct.edu.

Chat live with a tutor 24/7 for almost any subject from on your computer! Tutor.com is an online tutoring platform that enables A&M-Central Texas students to log in and receive FREE online tutoring and writing support. This tool provides tutoring in over 40 subject areas. Access Tutor.com through Canvas.

University Writing Center.

Located in Warrior Hall 416, the University Writing Center (UWC) at Texas A&M University–Central Texas (TAMUCT) is a free workspace open to all TAMUCT students from 10:00 a.m.-5:00 p.m. Monday thru Thursday with satellite hours in the University Library Monday thru Thursday from 6:00-9:00 p.m. This semester, the UWC is also offering online only hours from 12:00-3:00 p.m. on Saturdays.

Students may arrange a one-on-one session with a trained and experienced writing tutor by visiting the UWC during normal operating hours (both half-hour and hour sessions are available) or by making an appointment via [WOnline](https://tamuct.mywconline.com/) at [https://tamuct.mywconline.com/]. In addition, you can email Dr. Bruce Bowles Jr. at bruce.bowles@tamuct.edu for any assistance needed with scheduling.

Tutors are prepared to help writers of all levels and abilities at any stage of the writing process. While tutors will not write, edit, or grade papers, they will assist students in developing more effective composing practices. By providing a practice audience for students' ideas and writing, our tutors highlight the ways in which they read and interpret students' texts, offering guidance and support throughout the various stages of the writing process. In addition, students may work independently in the UWC by checking out a laptop that runs the Microsoft Office suite and connects to WIFI, or by consulting our resources on writing, including all of the relevant style guides. Whether you need help brainstorming ideas, organizing an essay, proofreading, understanding proper citation practices, or just want a quiet place to work, the UWC is here to help!

If you have any questions about the UWC, please do not hesitate to contact Dr. Bruce Bowles Jr. at bruce.bowles@tamuct.edu.

University Library.

The University Library provides many services in support of research across campus and at a distance. We offer over 200 electronic databases containing approximately 250,000 eBooks and 82,000 journals, in addition to the 85,000 items in our print collection, which can be mailed to students who live more than 50 miles from campus. Research guides for each subject taught at A&M-Central Texas are available through our website to help students navigate these resources. On campus, the library offers technology including cameras, laptops, microphones, webcams, and digital sound recorders.

Research assistance from a librarian is also available 24 hours a day through our online chat service, and at the reference desk when the library is open. Research sessions can be scheduled for more comprehensive assistance, and may take place on Skype or in-person at the library. Assistance may cover many topics, including how to find articles in peer-reviewed journals, how to cite resources, and how to piece together research for written assignments.

Our 27,000-square-foot facility on the A&M-Central Texas main campus includes student lounges, private study rooms, group work spaces, computer labs, family areas suitable for all ages, and many other features. Services such as interlibrary loan, TexShare, binding, and laminating are available. The library frequently offers workshops, tours, readings, and other events. For more information, please visit our [Library website](http://tamuct.libguides.com/index) [http://tamuct.libguides.com/index].

A Note about Sexual Violence at A&M-Central Texas

Sexual violence is a serious safety, social justice, and public health issue. The university offers support for anyone struggling with these issues. University faculty are mandated reporters, so if someone discloses that they were sexually assaulted (or a victim of Domestic/Dating Violence or Stalking) while a student at TAMUCT, faculty members are required to inform the Title IX Office. If you want to discuss any of these issues confidentially, you can do so through Student Counseling (254-501-5955) located on the second floor of Warrior Hall (207L).

Sexual violence can occur on our campus because predators often feel emboldened, and victims often feel silenced or shamed. It is incumbent on ALL of us to find ways to actively create environments that tell predators we don't agree with their behaviors and tell survivors we will support them. Your actions matter. Don't be a bystander; be an agent of change. For additional information on campus policy and resources visit the [Title IX webpage](https://www.tamuct.edu/departments/compliance/titleix.php) [https://www.tamuct.edu/departments/compliance/titleix.php].

Copyright Notice.

Students should assume that all course material is copyrighted by the respective author(s). Reproduction of course material is prohibited without consent by the author and/or course instructor. Utilizing third party websites to obtain information is also prohibited. Violation of copyright is against the law and Texas A&M University-Central Texas' Code of Academic Honesty. All alleged violations will be reported to the Office of Student Conduct.