
MOS 1021A Section – 001 Introduction to Consumer Behaviour and Human Resources Fall 2020 Course Syllabus

1. Course Information:

1.1 Class Location and Time:
Online

1.2 Contact Information:

Instructor: Dr. Livia Veselka
Office: Social Science Centre, room 4086 (SSC 4086)
Office Hours: by appointment via Zoom
Phone: 661-2111 x80091
Email: MOSyearonecoordinator@uwo.ca

The course coordinator handles e-mail inquiries in this course

Please include the course name (i.e., MOS 1021A) in the subject of your e-mail.

DAN Department of Management & Organizational Studies strives at all times to provide accessibility to all faculty, staff, students and visitors in a way that respects the dignity and independence of people with disabilities. Please contact the course instructor if you require material in an alternate format or if you require any other arrangements to make this course more accessible to you. You may also wish to contact Services for Students with Disabilities (SSD) at 519-661-2147 for any specific question regarding an accommodation.

More information about "Accessibility at Western" is available at: <http://accessibility.uwo.ca>

2. Calendar Description

2.1 Course Description:

This course introduces students to the study of management and organizations based on best available evidence. Topics covered may include consumer behavior, human resource management, business processes, intercultural relations, and multinational corporations in a globalized economy. These topics are fundamental to understanding managing people, consumer choice, and global commerce.

Prerequisite(s): Enrolment in BMOS on Main Campus or Music Administrative Studies (MAS).

2.2 Senate Regulations

Senate Regulations state, "unless you have either the requisites for this course or written special permission from your Dean to enroll in it, you will be removed from this course and it will be deleted from your record. This decision may not be appealed. You will receive no adjustment to your fees in the event that you are dropped from a course for failing to have the necessary prerequisites."

This regulation is in regard to the COURSES required.

Students not in BMOS are permitted to enroll in up to 1.0 MOS courses, per the Academic Timetable.

3. Textbook

Our textbook is a **custom course textbook** developed specifically for the course. This textbook is **required**. It is entitled *Introduction to Consumer Behaviour and Human Resources*, and it is made up of chapters from a human resources textbook by Gary Dessler, and chapters from a marketing/consumer behaviour textbook by Keith J. Tuckwell. [ISBN: 9780136561088]

The textbook is available through The Book Store at Western, and it can be purchased via their website. You can purchase either an electronic copy of the textbook or a print version. If you are purchasing the print version of the textbook, please account for processing and shipping times.

In addition to obtaining the custom textbook, you will also need to have access to the **Pearson MyLab online portal**. This access is bundled with the electronic and the print versions of the textbook that are sold through The Book Store at Western. Access to *Pearson MyLab* is **required**. Additional instructions regarding how to register with *Pearson MyLab* will be provided to you via OWL.

Please refer to the lecture schedule on OWL for assigned chapter readings. You are responsible for ensuring that you have the correct textbook and are reading the correct pages.

4. Course Objectives and Format

The DAN Department of Management and Organizational Studies as a whole draws upon an evidence-based management approach. Evidence-based management is the systematic process of gathering evidence from multiple sources, critically appraising the evidence, and using that evidence in making and evaluating management decisions to improve organizational performance.

4.1 Course objectives

This course will provide students with an introduction to current topics in human resource management, consumer behaviour, and marketing, and clarify the strategic role of relevant concepts, processes, and procedures within organizational settings.

4.2 Course format

The course consists of nine distinct units. Each unit has a separate section on the OWL course website, under the "Course Content" tab, which contains resources relevant to that unit. Specifically, for each unit, students will be provided with a series of lecture videos. Once posted, lecture videos will remain accessible until the end of the term. Alongside each lecture video, student will also be provided with **abbreviated** lecture slides in PDF and PowerPoint formats, as well as any applicable supplementary materials. When viewing lecture videos, students are encouraged to take notes, as they would in a traditional classroom setting. **Note that the brief notes provided in the videos and lecture slides do not summarize exhaustively all information that is covered in each lecture.** Therefore, students are asked to review all course materials carefully.

For each unit, chapter readings have also been assigned. Students are expected to keep up with the readings, and to take their own notes as they complete these readings. Note that the material covered in lectures will not always be the same as the material covered in the textbook. These two sources should be viewed as complementary and not redundant.

There are no labs or tutorials in this course.

5. Learning Outcomes

Upon successful completion of this course, students will be able to:

- Describe the key principles and steps involved in analyzing jobs as well as recruiting, selecting, training, and managing the performance of employees, with consideration for the ethical guidelines, laws, and research in the field.
- Describe the consumer purchase decision process and the influences on consumer decisions, including the psychological, sociocultural, situational, and marketing mix influences.
- Differentiate among the careers available in consumer behaviour and human resources in order to make an informed decision about which specialization to pursue.

6. Evaluation

Exam 1	(date/time TBD)	= 32%
Exam 2	(date/time TBD)	= 32%
Exam 3	(to be scheduled during the December exam period)	= 32%
Quizzes	(completed weekly)	= 4%

*****There is also a mandatory research component in this course—see below*****

6.1 Exams

Exams are **multiple-choice and non-cumulative in format**. They will be completed online. Each exam will consist of **50 questions**, and each will be a closed-book assessment. The use of dictionaries is not permitted during exams. Electronic devices of any kind (including cell phones, smart watches and calculators) are not permitted at exams.

Each exam will be timed, and will be **75 minutes in length**. If you are a student with a disability, and require extra time accommodation, please ensure that your accommodations are active on the Accommodated Exams website for this course 10 days before the exam. Any accommodations posted there will be applied to your exam.

Multiple exam versions will be created for each exam, and exam versions will be randomly assigned to students.

Students are responsible for material covered in the lectures as well as the assigned chapters/sections in the text. Exams will not be returned to students.

Students are **REQUIRED TO COMPLETE ALL COMPONENTS** of this course. There are no exceptions to this. **Extra assignments to improve grades will NOT be allowed.**

Grades will not be adjusted on the basis of need. It is important to monitor your performance in the course. Remember: *you* are responsible for your grades in this course.

The DAN Department has a grade policy which states that for courses in the 1000-level range, the class average must fall between 65% and 70% for all sections of a course taught by the same instructor. In very exceptional circumstances only, class averages outside this range may be approved by the Undergraduate Chair or Chair. Class averages are not grounds for appeal.

6.2 Quizzes

Each week, students will be expected to complete a short quiz corresponding to that week's unit. Each quiz will consist of five multiple-choice questions, and it will be completed via the course site on OWL. The purpose of these quizzes is to encourage students to keep up with the course material, and to allow them to test their understanding of a unit before moving onto

the next unit. Taken together, the quizzes will account for 4% of students' final grade in the course.

Quizzes will be available on the Friday of each unit week, **beginning at 5:00 a.m. (Eastern Time)**. Students will have **until 5:00 p.m. (Eastern Time) that same day** to complete and submit their quiz. Specifically, quizzes will be available on the following days:

Unit 1: Friday, September 18

Unit 2: Friday, September 25

Unit 3: Friday, October 2

Unit 4: Friday, October 16

Unit 5: Friday, October 23

Unit 6: Friday, October 30

Unit 7: Friday, November 20

Unit 8: Friday, November 27

Unit 9: Friday, December 4

6.3 Mandatory Research Participation Component

A central characteristic of scientific knowledge is that it is based on systematic observations in empirical research studies. This is also true for management/organizational knowledge about human behaviour, which is based on observations from research studies in natural settings and laboratories. To familiarize students with the methods of scientific research studies in management, and to provide first-hand experiences with the procedures presented in lectures, MOS 1021 includes a mandatory research experience component. **This research participation component requires students to earn three (3.0) research credits.**

Research credits can be earned by (a) participating in research studies and (b) completing article reviews. Students can complete any combination of research studies and article reviews to earn their three research credits.

(a) Participating in Research Studies

The research study component involves completing tasks and/or questionnaires about topics related to human resources or consumer behaviour. Each research study will take less than one hour to complete and will count for either 0.5 credits or 1.0 credits. Shorter studies will be worth 0.5 credits each, while longer studies will be worth 1.0 credits each. Students can sign up for studies at: <https://uwo-danmos.sona-systems.com/>. Information about accessing the online system and other important details about the research study component will be provided by the instructor through OWL.

(b) Completing article reviews

The article review component involves reading and answering a series of questions about a research article chosen from a selection available online at the DAN Management website. Each article review will count for 1.0 credit. All article reviews must be submitted through the MOS 1021 course website on OWL, and are subject to TurnItIn, a service designed to detect and deter plagiarism by comparing written material to over 5 billion pages of content located on the Internet or in TurnItIn's databases. All papers submitted for such checking will be included as source documents in the reference database for the purposes of detecting plagiarism of papers subsequently submitted to the system. Use of the service is subject to the licensing agreement, currently between Western and Turnitin.com.

Students who fail to earn three credits by 4:00 p.m. on the last day of classes in the term (December 9, 2020) will have two percentage points deducted from their final grades for each credit that they fail to earn (for a maximum possible deduction of six

percentage points from their final grade). For example, a student who earned a grade of 60% in the course but completed none of the research credits would finish the course with a grade of 54%.

It is your responsibility to ensure that you have completed the required number of credits by the deadline.

Students who sign up for a study but fail to complete the study on two occasions will have no further opportunity to participate in a research study. Instead, the students must complete the article review option or receive a deduction to their grade (2 percentage points per credit missed).

Students who disagree with or wish to appeal their research participation grade will have until the date of their final exam in MOS 1021 to do so. No revisions to the research participation grade will be made after this date.

Please refer to the course website (<https://owl.uwo.ca>) and the DAN Management website (<https://dan.uwo.ca>) for more information.

7. Lecture and Examination Schedule

Please see schedule on OWL.

8. Student Responsibilities

Students should familiarize themselves with Western University Senate Regulations, please see: http://www.uwo.ca/univsec/academic_policies/index.html.

Material covered in lectures will not always be the same as material covered in the textbook. These two sources should be viewed as complimentary and not redundant. As such, students who want to do well in this course are **strongly encouraged** to attend lectures on a regular basis. Please note that the instructor will not be providing copies of lectures notes or overheads. Therefore, if you miss a lecture, you should try to obtain this material from another student.

8.1 Respect

Please act respectfully towards the classroom, the Professor and your fellow students. Acting respectfully means arriving on time, turning off phones, avoiding private discussions during lectures, refraining from viewing non-course material on your laptops, and cleaning up after yourself. Acting respectfully provides a better learning experience for everyone.

Private in-class discussions are distracting to students and the Professor. If other students are distracting your attention from the material, you should ask them to be quiet. If you feel uncomfortable doing this (or the problem persists), please see the instructor.

Late arrivals are also distracting. Please try to arrive on time for classes.

8.2 No Recording of Classes

Students are not permitted to record any portion of a class, audio or video, without the prior written permission of the professor.

8.3 Copyright Notice

Lectures and course materials, including power point presentations, outlines, and similar materials, are protected by copyright. You may take notes and make copies of course materials for your own educational use. You may **not** record lectures, reproduce (or allow others to reproduce), post or distribute lecture notes, wiki material, and other course materials publicly and/or for commercial purposes without my written consent.

9. Exam Policies

- Have student identification ready.
- Nothing is to be on/at one's desk during an exam, except your computer and any approved materials.
- No other browsers or programs may be open while an exam is in progress.
- To ensure fairness to all students, questions will not be answered during exams.

10. E-mail Policies

The following policies apply to all emails between students and the Professor. Please respect the fact that the Professor receives hundreds of emails from students and must deal with those emails in a fair and organized manner. Unacceptable emails will receive a reply saying only "Please see Email Policies on the course outline".

10.1 UWO.CA Email Addresses Only

For privacy reasons, students must use their Western email accounts to contact the Professor. The Professor will not respond to emails from non-uwo.ca addresses (e.g. hotmail.com, gmail.com, etc.).

10.2 Subject Line Must Include Course and Section Number

The subject line of emails must contain the name or number of the course, and the section number in which the student is enrolled. The Professor teaches different courses and sections and cannot properly respond to questions if he does not know which course or section you are enrolled in.

10.3 Acceptable Emails

- questions about the course content or materials
- asking to set up an appointment to ask questions or review an exam
- notification of illness or other special circumstances
- providing constructive comments or feedback about the course

10.4 Unacceptable Emails

- questions that may be answered on OWL or on this course outline
- asking when grades will be posted
- asking what grade a student received
- asking where or when an exam is scheduled or the material covered on an exam
- requests for grade increases, extra assignments, or reweighting of course components

11. Attendance

This course is asynchronous. As a result, students may work through the available content in a way that suits their schedule. Once posted, all content will remain available to students until the end of the course. It is expected that students will attend synchronous events, if any such events are scheduled. The professor will not provide access to synchronous events after they have taken place. Students are encouraged to obtain missed notes from a fellow student.

11.1 Short Absences.

If you miss a class due to minor illness or other problems, check your course outlines for information regarding attendance requirements and make sure you are not missing a test or exam. Cover any readings and arrange to borrow the missed lectures notes from a classmate.

11.2 Extended Absences.

If you are absent more than approximately two weeks or if you get too far behind to catch up, you should consider reducing your workload by dropping one or more courses. The Academic Counsellors can help you to consider the alternatives. At your request, they can also keep your instructors informed about your difficulties.

12. Grade Fairness

Fairness requires that all students be treated equally and be evaluated using the criteria set out in this course outline. The evaluation criteria are based on actual achievement and not on how hard a student has tried.

Claims by students of an excellent academic history, good attendance record, need to obtain or maintain a scholarship, desire to be admitted to Ivey or graduate school, or other personal issues, cannot be used to justify a higher grade in the course or a reweighting of course components. There is no extra work or assignments available for extra credit or to “make up” for a course component that was missed or performed poorly.

13. Posting of Grades

Midterm exam grades will be posted on OWL once the grades are available. Final exam grades and final course grades are not posted on OWL, and are available once they have been posted by the Registrar under “Academic Summary” at the Student Centre website.

14. University Policy Regarding Illness

14.1 Illness

For details on University Policy and student responsibilities go to:

https://www.uwo.ca/univsec/pdf/academic_policies/appeals/Academic_Consideration_for_absences.pdf

The current Illness Policy is available here (subject to change):

https://dan.uwo.ca/undergraduate/course_information/IllnessPolicy.pdf

14.2 Make Up Examinations

The student must write a make-up exam if the regularly scheduled exam is missed for reasons for which adequate documentation is received by the instructor (this documentation must be supplied by the Academic Counseling office).

The date and time of the make-up examination will be set by the instructor, who will communicate the date to the student.

If a student is unable to meet the scheduled make-up as agreed, then the student is responsible for obtaining new accommodations from Academic Counselling, and seeking a new make-up date with the instructor within a reasonable time frame.

15. University Policy on Cheating and Academic Misconduct

Students are responsible for understanding the nature of and avoiding the occurrence of plagiarism and other academic offenses. Students are urged to read the section on Scholastic Offenses in the Academic Calendar. Note that such offenses include plagiarism, cheating on an examination, submitting false or fraudulent assignments or credentials, impersonating a candidate, or submitting for credit in any course without the knowledge and approval of the instructor to whom it is submitted, any academic work for which credit has previously been obtained or is being sought in another course in the University or elsewhere. If you are in doubt about whether what you are doing is

inappropriate, consult your instructor. A claim that "you didn't know it was wrong" will not be accepted as an excuse.

A copy of guidelines about how to avoid cheating can be obtained from the office of the Ombudsperson, Room 3135 WSSB, (519) 661-3573, ombuds@uwo.ca.

Cheating on exams will not be tolerated; students are referred to the university policy on scholastic offenses. Looking at the test of another student, allowing another student to view your exam, or obtaining information about a test in advance are all examples of cheating.

Students found cheating will receive a zero (0%) on that exam. A number of safeguards will be employed to discourage cheating. For example, examination supervisors (proctors) of the tests may ask students to move to another seat during the exam, cover their paper, avert their eyes from other students' papers, remove baseball caps, etc. This is not meant as a personal affront nor as an accusation of cheating, rather as vigilant attempts at proctoring.

The penalties for a student guilty of a scholastic offense include refusal of a passing grade in the assignment, refusal of a passing grade in the course, suspension from the University, and expulsion from the University.

16. Procedures for Appealing Academic Evaluations

1. In the first instance, all appeals of a grade must be made to the course instructor (informal consultation).
2. If the student is not satisfied with the decision of the course instructor, a written appeal must be sent to the Undergraduate Chair: Student Affairs of the Department of Management and Organizational Studies.
3. If the response of the Undergraduate Chair is considered unsatisfactory to the student, he/she may then appeal to the Dean of the Faculty in which the course of program was taken.
4. Only after receiving a final decision from the Dean may a student appeal to the Senate Review Board Academic. A Guide to Appeals is available from the Ombudsperson's Office.

17. Support Services

17.1 Support Services

The Registrar's office can be accessed for Student Support Services at

<http://www.registrar.uwo.ca>

Student Support Services (*including the services provided by the USC listed here*) can be reached at: <http://westernusc.ca/your-services/>

Student Development Services can be reached at: <http://www.sdc.uwo.ca/>

Students who are in emotional/mental distress should refer to Health and Wellness at Western University: <https://www.uwo.ca/health/> for a complete list of options about how to obtain help.

17.2 Academic Concerns.

If you are in academic difficulty, it is strongly recommended that you see your academic counsellor.