

# AGEC 2020 Spring 2012

## Farm-Ranch Business Management

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### 3 Credit Hours

#### **Kelly Groene, Instructor**

<b>Phone</b>	307-532-5135
<b>e-mail</b>	Use LancerNet e-mail only.

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### Additional Contact Information

If you have any difficulties interacting with this course or Blackboard Learning System, please contact:

- [Aaron Bahmer](#), Instructional Technologist, at either (307) 532-8284 or 877-392-4678 (866-EWC-INST), 8:00 am to 5:00 pm Mountain Time.

If you have questions about EWC and distance learning, please contact:

- [Richard Patterson](#), Division Chair of Arts & Humanities, at (307) 532-8344 or 877-392-4678 (877-EWC-INST), 8:00 am to 4:00 pm Mountain Time.

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### Delivery

This course is delivered via the World Wide Web (Internet), through Blackboard Learning System software. Access is by username and password only and will be limited by the dates of the course. Students may encounter information which is not in the control of Eastern Wyoming College.

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## **Taking an Online Course**

Quite simply, taking a course in this manner requires personal commitment. You need to remember to read the text. You need to remember to do the assignments. You need to remember to get the work done! If you prefer a little more instructor contact, please send e-mail regarding the course to your instructor. A phone call could also provide you with some personal interaction. In addition, you may visit the instructor on campus as your schedule allows.

Until you receive the official grade for this course, you should keep the following:

- A copy of every assignment which you submit to your instructor.
- A copy of any other correspondence between you and your instructor.

It is also recommended that you print at least the following materials from your course:

- The syllabus.
- The list of assignments & due dates.

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## **Course Description**

Economic principles, business methods, and science applied to organization and operation. Measurements of size of business, rates and efficiency of production.

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## **Course Rationale**

This course will aid in the basic understanding of economic principles and business methods applied to analyze firms and operations. This course will utilize practical problem solving techniques for a variety of management problems that include realistic operations. After successful completion of this course, the student should be able to take basic management skills into a real operation.

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## **Instructional Media & Resources**

### **Required Textbook**

Title     *Farm Management* (7th ed)  
Author    Ronald D. Kay, William M. Edwards, Patricia A. Duffy  
Publisher McGraw Hill  
ISBN     978-0-07-302829-3

Textbooks are available through the [EWC Online Bookstore](#) where you may apply financial aid toward your purchase. The text may also be purchased directly through the publisher or ordered through other online or ground booksellers.

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### **Course Objectives**

The main objectives of this course are for students to develop a basic understanding of the fundamentals of management. Analysis of liquidity, depreciation, input management, budget approaches and risk will take place, as well as, defining management and goals associated with management. Economic theory will be incorporated into practical problem solving for a variety of management issues.

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## Course Outline & Final Due Dates (Tentative)

The following topics will be covered through the course of the semester:

- Management
- Measuring Management Performance
- Developing Basic Management Skills
- Improving Management Skills
- Acquiring Resources for Management

Unit	Dates
Unit 1	Jan 17-24
Unit 2	Jan 25-31
Unit 3	Feb 1 -7
Unit 4	Feb 8-14
Unit 5	Feb 15-21 Short Unit Feb 16&17 Winter Break
Unit 6	Feb 22-28
Unit 7	Feb 29 - Mar 6
Unit 8	Mar 7-13
Unit 9	Mar 26- Apr 3
Unit 10	Apr 4-10 Short Unit
Unit 11	Apr 11-17
Unit 12	Apr 18-24
Unit 13	April 25 – May 1
Review/Finals	May 2 – 7 Review May 8-10 Finals

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### Withdrawal Policy

Withdrawal from the course must be initiated by the student following procedures outlined in the current [Eastern Wyoming College Catalog](#). A student may request a withdrawal from the instructor.

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## Course Work

### Readings & Assignments

Units run from Wednesday to Tuesday. There are some modifications according to the calendar. Each week, there is a unit that can include from 1 to 3 chapters in the text. Each unit will have required reading/s from your text or lecture notes, a Message Board/Discussion topic and assignments or quiz with a deadline. Each unit will be posted in the Unit Folder, where you will read your class responsibilities for the week. In some units, there will also be PowerPoint outlines that you can view. You will find in each unit links to the assignments, quizzes, discussions, and lectures.

### Quizzes

In order to prepare yourself for the quizzes, you should complete the end of the chapter questions for practice. The quiz can be taken twice during the week it is available for that unit. You will receive the highest score earned as the grade. You will NOT receive the same questions on the second quiz. Quizzes will only be allowed through 11:55 p.m. Tuesday, for the next unit starts on Wednesday at 6:00 a.m.

### Discussion/Message Board

Weekly discussions will be posted in the message board section of the course. Topics will include current agricultural issues. This tool is used to state and respond to classmates opinions on the issue. Remember that discussions are read and your tone of the posting is deciphered by the reader. It is not heard in a classroom setting (to understand one's tone of voice as well as facial and body expressions), therefore be honest AND respectful of others. Discussions should include proper grammar and spelling as well as give insightful responses and discussion. Don't wait until the end to communicate it should be used as a learning tool. You need to post an initial response to the topic PLUS respond to two (2) other students' comments with feedback and or research information. Your initial response plus one response to another student is allowed per day. To have the chance to obtain full discussion points you need to log on ATLEAST two times in the week to participate in the discussion topics. You will be given a discussion grade each week for your responses as per the instructor's discretion. There are five (5) points possible each week for discussion. Discussions run the same time as the unit, late discussion posts will not be counted.

### Research Paper

The research paper topic will be chosen from a predetermined list that will be provided to you at a future date. The paper will be 6-10 pages in length, with default margins, double-spaced size 10 Times New Roman Font. The papers will be checked for plagiarism. *Papers are due on March 9, 2012 at 11:55 p.m..*

### Scenarios/Assignments

There will be assignments throughout the course that will require you to meet by phone or in person (highly recommended) with a person in this industry. More information for these assignments will be given at the time of the unit. Assignments should be well written, which includes proper grammar, citing

information, if needed, spell checked and reread by the student for understanding. Grade points will be under the discretion of the instructor.

## **Course Expectations**

**The instructor for this online course is holding you to high expectations of self-motivation, meeting deadlines, reading required readings, self-practice of information in the chapters through end of chapter questions. You need to make yourself acquainted with the course set-up and functions. In order to obtain success in this course, your self determination and participation need to meet or exceed the time you would put into a traditional classroom course (time in the classroom and studying outside the classroom).**

### Standards for Course Work

It is expected that your quizzes are submitted at the designated due dates and times. Pay close attention to due dates as the units close at designated times.

It is expected that your Research Paper meet the writing proficiency of a collegiate student. Your papers/projects will be graded on content, organization, writing mechanisms and research skills, where appropriate. Your performance is largely based on clear, effective writing skills and your ability to synthesize and critically analyze readings/research. You are strongly urged to edit your work before submission.

In Extenuating Circumstances, if an emergency arises, contact with the instructor before the end of the unit is crucial to “making up” the quiz points. You will have 48 hours from the time the instructor emails you a make-up assignment to email the completed assignment back to the instructor through the course email.

### Participation

A meaningful learning experience requires minimal standards and respect and consideration for others. It is not possible to provide an inclusive list of all disrespectful, disruptive behaviors. The mature college student will recognize the following as being unacceptable:

- negatively challenging an instructor online (make an appointment to discuss conflicts privately or through e-mail)
- use of disrespectful language in online discussions or e-mail

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## **Grading Criteria**

### **Student Evaluation**

The grade in the class will be based on the student's performance on assignments and tests. All assignments are to be turned in electronically.

### **Grade Scale**

All assignments will be graded on a point-system. The final grade is based on the percentage of the total points on the assignment. A student's participation in the course by posting discussions will help determine grades in borderline cases.

<b>Letter Grade</b>	<b>Percentage</b>
A	90-100
B	80-89
C	70-79
D	60-69
F	< 60

## **Academic Dishonesty Policy**

Academic dishonesty is not tolerated. Dishonesty includes plagiarism, cheating and any conscious act by a student that gives him or her an undue advantage over fellow students.

### **Plagiarism**

Copying or using the ideas of another without giving proper credit through the use of quotation marks, footnotes, or other forms of reference.

### **Cheating**

Making unauthorized use of answers to examinations, tests, quizzes, in-class work, or homework assignments, as well as copying from fellow students or submitting work that has been done by someone else.

Students shall complete all assigned course work individually unless otherwise indicated. Academic dishonesty of any kind shall result in a score of zero on the assignment or examination and may result in withdrawal from the course or a grade of F, as the instructor deems appropriate. In addition, the instructor may refer the student to the appropriate EWC official for further discipline.

## General Education Requirements

- **Communication Skills:** Graduates will be able to understand and communicate ideas and information in written and spoken English that reveals a mastery of terminology appropriate to their disciplines.
- **Analytical and Quantitative Reasoning:** Graduates will be able to solve problems through critical thinking involving analytical and quantitative reasoning at a level appropriate to their disciplines.
- **Technology Skills:** Graduates will be able to demonstrate competence using technology appropriate to their disciplines.
- **Social Awareness:** Graduates will be able to demonstrate an awareness of the relationship between the individual and the world.
- **Information Literacy:** Graduates will be able to locate, evaluate, and use information effectively.

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## ADA Accommodations

Eastern Wyoming College is committed to providing reasonable accommodations for qualified individuals with disabilities. If a student has a disability and desires a reasonable accommodation for such disability, the student should contact [Debbie Ochsner](#) or [Tom McDowell](#) as soon as possible so that arrangements may be made.

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## Disclaimer

Information contained in this syllabus was, to the best knowledge of the instructor, considered correct and complete when distributed for use at the beginning of the class. However, this syllabus should not be considered a contract between Eastern Wyoming College and the student. The instructor reserves the right, acting within the policies and procedures of EWC, to make changes in course content or instructional technique without notice or obligation.

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