

Macao Polytechnic Institute

School of Business

Bachelor of Accounting

Module Outline

Academic Year 2020 / 2021 Semester 1

Learning Module	Introduction to Business		Class Code	BUSS1100-115	
Pre-requisite(s)	Nil				
Medium of Instruction	English			Credit	3
Lecture Hours	45 hrs	Lab/Practice Hours	0 hrs	Total Hours	45 hrs
Instructor	Amy Yu		E-mail	amyyu@ipm.edu.mo	
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Description

This course provides an overview of the business world aiming at exploring business activities in relation to the economic activities ranging from various economic systems, competitive business environment, and market globalization, different forms of business ownership, management practices, and business practices.

Learning Outcomes

After completing the course, students will be able to:

1. Explain fundamental theories and concepts related to contemporary business environment.
2. Describe business activities and practices centering on issues such as the various forms of business ownership, the nature of entrepreneurship, the functions of management, and marketing activities of a business entity.
3. Understand the significant role of corporate social responsibility as a core component of every phase of business operations and decisions making thus allowing business entities optimizing business performance and reach its full potential.
4. Understand the multitude of diverse economic, social, cultural and legal factors influences

business practices in a globalized business environment.

5. Apply business mindset perspectives learned and developed to better understand current business events.

**Students' due diligence, time commitment before and after class lectures, and their genuine participation are critical to the understanding of course material, and successful achievement of the desired learning outcomes.*

Alignment of Program and Course Intended Learning Outcomes

PILOs	CILO	CILO	CILO	CILO	CILO
	1	2	3	4	5
1. Integrate the contemporary theories, principles of accounting and business disciplines relevant to general business practice.	✓	✓	✓	✓	✓
2. Assess general business scenarios with mathematical and statistical skills.					
3. Apply critical thinking and logical analysis skills and techniques to solve business problems.	✓	✓	✓	✓	✓
4. Interpret and analyze accounting information for internal control, planning, performance evaluation, and coordination to continuously improve business process.					
5. Apply accounting or business software for business analysis.					
6. Develop queries to assess management information from database to improve efficiency and effectiveness.					
7. Synthesize the latest requirement of international accounting and auditing standards in preparing financial statements and auditing reports.					
8. Utilize appropriate written and spoken forms to communicate effectively with stakeholders in various cultural environment.	✓			✓	✓
9. Recommend an appropriate course of action by ethically examining the economic, environmental, political, legal and regulatory contexts of global business practice.	✓	✓	✓	✓	✓
10. Utilize the latest empirical findings and academic studies to support the recommendation of business projects.					

Content

Description	Duration
<p>Introduction</p> <p>Chapter 1 Taking Risks and Making Profits within the Dynamic Business Environment</p> <p>Learning Outcomes: <i>(Understand fundamental concepts of business; to addresses the multiple environments in which businesses exist and operate; to identify the main functional areas of business)</i></p>	4 hrs.
<p>Chapter 3 Doing Business in Global Markets</p> <p>Learning Outcomes: <i>(To examine the theories and practices of international businesses and how they are affected by economic, social, cultural, political and legal differences among nations; to learn different forms of international business activity)</i></p>	4 hrs.
<p>Chapter 4 Demanding Ethical and Socially Responsible Behavior</p> <p>Learning Outcomes: <i>(To understand business ethics and corporate social responsibility (CSR) and the multitude of factors that influence them; to understand businesses significant role to increase social responsibility)</i></p>	4 hrs.
<p>Chapter 5 How to Form a Business</p> <p>Learning Outcomes: <i>(To examine common forms of business ownership and explores the pros and cons of such forms of ownership; to describe common phenomena of mergers, acquisitions and strategic alliances.)</i></p>	4 hrs.
<p>Midterm (Chapter 1,3,4,5)</p>	3 hrs.
<p>Chapter 6 Entrepreneurship and Starting a Small Business</p> <p>Learning Outcomes: <i>(To define a small business and identifies main causes of small business failure; to explore common characteristics of successful entrepreneurs and to learn how to write a business plan)</i></p>	4 hrs.
<p>Chapter 7 Management and Leadership</p> <p>Learning Outcomes: <i>(To define the four basic management functions; to differentiate among top, middle and first-line management and types of managerial skills; to describe leadership style and organizational culture)</i></p>	4.5 hrs.
<p>Chapter 13 Marketing: Helping Buyers Buy</p> <p>Learning Outcomes: <i>(To define marketing, and explore how firms use market research to learn more about their customers' needs and wants; to learn the major steps in the strategic marketing planning process and the various market segmentation techniques)</i></p>	4.5 hrs.

<p>Chapter 14 Developing and Pricing Goods and Services</p> <p>Learning Outcomes: (To describe the various stages in product life cycle and product development; to define the concepts of brand equity, brand loyalty packaging and labeling; to list factors that influence pricing decisions and adopting pricing strategies)</p>	4 hrs.
<p>Chapter 15 Distributing Products</p> <p>Learning Outcomes: (To define marketing intermediaries and their various marketing functions; to distinguishes the different distribution strategies; to identify the major component of distribution and the key attributes of distribution channel design)</p>	3 hrs.
<p>Chapter 16 Using Effective Promotions</p> <p>Learning Outcomes: (To understand the promotional mix of advertising, public relations, personal selling and sales promotions)</p>	3 hrs.
<p>Final Examination (Chapter 6, 7, 13,14, 15,16)</p>	3 hrs.

Teaching and Learning Activities (TLAs)

This course is delivered through a series of lectures which provide a detailed explanation and understanding of various fundamental management theories and core concepts. Class activities, exercises, case studies and class discussions integrating with multimedia resources such as videos and online learning platform are utilized to support students' learning.

TLA1: Fundamental business theories and concepts are delivered primarily by lectures with the aid of multimedia instructional materials.

TLA2: Short written quizzes will be given at the end of selected chapters. Discussions are part of the class activities during which teamwork will be encouraged. Current business events will be discussed during class to help students to understand and relate learned business concepts and theories in class to global marketplace in real world.

TLA3: Students must preview chapter material before each class, as they will be asked to work on in class exercise or short quizzes in respond to conceptual questions inherent in the text books.

TLA4: Students will be asked to complete a group report thus allowing a learning opportunity to work as a team and be effective communicator.

In order to achieve the outcomes of this course, students are expected to perform the following learning tasks:

- Read chapter material before class, which is important to improve understanding of the lectures

- Review taught materials after class to enhance understanding
- Attend school arranged seminars and meetings to expand the knowledge horizon
- Prepare and collect information to prepare group project
- Review and prepare for test and final exam
- Seek advice from instructor for difficulties encountered
- Form study group to share knowledge and enhance learning experiences.

Attendance

Attendance requirements are governed by the "Academic Regulations Governing Bachelor's Degree Programmes of Macao Polytechnic Institute". Students who do not meet the attendance requirements for the course will not be permitted to sit the final / re-sit examination and shall be awarded an 'F' grade.

Assessment

Students' understanding of course material and their performance is assessed on the basis of class assignments, group project, midterm examination, and final examination. The assignments are to evaluate students' understanding of the business terminology. The project is used to strengthen students' knowledge about the operation of a business enterprise in the global business environment. The midterm and final examinations aim to evaluate students' comprehensive understanding of significant theories and key concepts in business environment.

This course is graded on a 100 point scale, with 100 being the highest possible score and 50 the pass score.

	Activities used to assess students' achievement	Percentage
1.	In-class exercises (non-graded)	N/A
2.	Individual assignment (graded)	15%
3.	Group project (graded)	15%
4.	Mid-term examination (graded)	30%
5.	Final examination (graded)	40%
	Total percentage:	100%

Plagiarism Policy:

It is student's responsibility to ensure that his/her assignment has been checked by *Turnitin* software, and the similarity score given by *Turnitin* software cannot be higher than 30%. However, a special case can be determined by the instructor.

Warning: Plagiarism is a serious form of academic misconduct.

Teaching Material(s)

Textbook(s)

Nickels, G, McHugh, J, McHugh, S, 2018, Understanding Business, 12th edition with CONNECT, McGraw Hills

Reference

Reference book(s)

Bovee & Thill, 2017, Business in Action, Global Edition, 8ed. Prentice Hall

Ronald J. Ebert, Ricky W. Griffin, 2013, Business Essential, 9th edition, Prentice Hall

William G. Nickels, James M. McHugh, Susan M. McHugh L, 2012, Business: connecting principles to practice, McGraw Hills

W. Hughes, R, Kapoor, 2011, Foundations of Business, 2nd edition, Pride, Cengage Learning

Brian K. Williams, Stacey C. Sawyer, Susan Berston, 2013, Business: a practical introduction, Pearson

Policy against academic misconduct behavior

Academic honesty is the basis for academic achievement. Cheating or dishonest acts in assignments, projects, mid-term or final examination are serious offenses: a maximum grade deduction of 100% will be exercised.