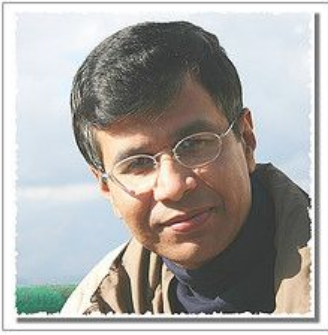


Syllabus

COURSE TITLE	MKTG 4620.001 E-Commerce Marketing Tools & Applications
Semester / Year	Fall / 2019
INSTRUCTOR	Dr. Jhinuk Chowdhury  Email: The best way of contacting me to send a message through <i>Canvas Inbox</i> . If that is not an option, email me at jhinuk.chowdhury@unt.edu . However, please begin the subject line with [MKTG 4620] — including the square brackets. Office Phone: 940.565.2135 Office Room: BLB 358-L Office Hours: Tue, Thu — 2:00 PM –2:50 PM Fri — 12:00 noon – 12:50 PM
TEACHING ASSISTANT	Ms. Nikhitanjali Dodla
DEPARTMENT	Marketing, Logistics & Operations Management
MEETING TIMES/PLACE	Tues, Thurs 9:30 AM -10:50 AM / BLB 225
Course Website	Visit the section for this course on <i>Canvas</i> .
Version	0.9 (Pre-release) [The latest version is always available on Canvas.]

IMPORTANT NOTE

The instructor reserves the right to change any aspect of the course, syllabus, schedule, and evaluation criteria, as and when needed, at his sole discretion. Your enrollment in this course constitutes understanding and acceptance of this and all other policies listed in this document.

COURSE DESCRIPTION

This course is designed to teach students how to:

- Explore the potential value of the Internet as an exchange medium across a range of business types;
- Identify the many ways in which the Internet is used (and may be used) as a business and marketing "tool" to increase effectiveness, efficiency, and competitiveness;
- Be familiar with specific tools and technology that are relevant to e-commerce Marketing within and without the context of the Internet;
- Obtain hands-on experience in the building of web sites, with emphasis on e-commerce applications.

COURSE REQUIREMENTS

Attendance – Attendance is mandatory. Class time will be used to cover vital information needed to do well on the exams. In addition, there will likely be frequent pop quizzes in class.

Tardiness: If you arrive late, please enter quietly and sit down. Do not walk in front of speakers or disrupt the class in any other way. If you arrive in class after attendance has been collected, you will NOT receive attendance credit for that day. *No exceptions!*

Required text: *None*. There will be multiple online resources. Later in the semester, you will be given directions to subscribe to a few resources; details will be announced in class and/or via Canvas.

Exams: There will be three exams (including a comprehensive final exam). Exams will be based on readings from various assigned resources, handouts, class exercises, videos, class lectures, discussions, and assignments. Students are responsible for all assigned material, regardless of whether we review the material in class or not.

Missed Exams: You will be allowed to make up a missed exam only if you have a documented university-excused absence. If you know in advance that you will miss an exam, you **MUST** contact me before the scheduled exam. Make-up exams may not contain the same questions as the regular exam; they may have a completely different format. Make-up exams will be scheduled within six days of the originally scheduled exam, and no more than two time slots will be offered (depending on what is convenient to the teaching assistant and/or the instructor). If both those time slots are refused by the student, no make-up exam can be given. The implication of a missed exam is a score of zero for that exam.

Assignments/Quizzes: In addition to the readings from the text, there will be multiple assignments, which must be submitted through the Assignment Tool on *Canvas*. Announcements via *Canvas* will contain additional information. Regarding the assignments, unless otherwise stated, the following strict rules will be observed; no exceptions:

- No late assignments will be accepted.
- No emailed assignments will be accepted.
- No assignments in the form of hard copy will be accepted.

There may be frequent pop quizzes at the beginning of class meetings, delivered through Canvas and your iClicker Reef account (which UNT makes available for you at no extra charge). However, you will need an Internet-connected device (laptop or smartphone) to participate in these quizzes. In addition, you must be in class and arrive on time. No make-up quizzes (for absence or tardiness) will be offered at any time. Additional information will be made available at a later point in time.

Projects: There may be up to three projects in the semester, including individual and group projects, comprising one oral/multimedia presentation (details of which will be announced later) per group and will be due toward the end of the semester.

GRADES & SCORING

Grading Scale: Your overall semester grade will include evaluations of your performance in the examinations. The exams will be weighted equally. The final course grade will be determined using the following formula:

$$\begin{aligned} \text{OVERALL} = & \\ & [(\text{AVG of EXAMS}) \quad * 0.60] + \\ & [(\text{AVG of PROJECTS}) \quad * 0.30] + \\ & [(\text{Assignments}) \quad * 0.10] \end{aligned}$$

<u>Scaled points</u>	<u>Letter Grade</u>
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90% and more	A
80% - 89.99%	B
70% - 79.99%	C
60% - 69.99%	D
Less than 60%	F

There will be no rounding up of scaled points; the grades will be determined by the ranges shown above.

If you withdraw from the class, it is your responsibility to remove your name from the class rolls. If you withdraw and your name is NOT removed from the class rolls, you will receive a failing grade (F) for this course at the end of the semester.

Extra credit: There is none.

DISTANCE LEARNING PLATFORM

There is a **Canvas** section for this class.

Several class sessions may be administered via Canvas, in part or full. Accordingly, you must become adept at Canvas use for this course. Training courses are available through the Center for Distributed Learning. Should you encounter any problems at any time on Canvas, it is your responsibility to contact the UIT Help Desk (contact information at the end of this section).

There are several important issues regarding Canvas:

- The instructor does not have the authority/access to manage the Canvas hardware, software and/or network systems. Therefore, students must contact the UIT Help Desk directly for assistance. It would not be wise to email the instructor if you encounter any systemic problem with Canvas.
- Most of the initial problems confronted by students attempting to use Canvas are related to the Internet browser and related settings on a non-UNT computer system. The Canvas site recommends that you conduct an online check of any non-UNT system to enable or improve Canvas performance.
- If you encounter any problem during the administration of a scheduled exam, you should contact the UIT Help Desk support staff immediately. Please do NOT try to reconcile a problem after the scheduled exam. The UIT Help Desk support staff records the time and date of all queries or “help requests.”
- You are responsible for reading all content on Canvas. This content may be in the form of bulletins, emails, course content and/or supplemental materials. Canvas documents each student’s activity on the platform.
- Canvas is not a perfect software system. However, it is the University of North Texas platform for distributed learning. For questions and/or concerns regarding the Canvas platform, please contact the UIT Help Desk. Their contact information is as follows:

Phone: (940) 565-2324

Email: helpdesk@unt.edu

Web site: <http://it.unt.edu/helpdesk>

Walk-in: Sage Hall, Room 330-D

ADDITIONAL POLICIES

Cellular telephones, laptop computers, and other devices: In class, you cannot have a device that makes any kind of sound/noise, audible to others in the classroom. If you have a special need, you must obtain express written consent from the instructor to use such a device in class. If it is construed to be a nuisance, the instructor reserves the right to confiscate any cellular telephone or device at any time.

Using any device for surfing web sites, reading email, sending/receiving text/instant messages or engaging in chat applications will be considered a violation of class policy. You must keep your laptops shut and packed away in class meetings when there are films/videos being shown, if and when there are any guest speakers, and when semester project presentations are being made. If there is any reason why you cannot abide by this course requirement, you must contact me within the first two weeks of class, to explain your situation.

Classroom Behavior: Each course participant is responsible for classroom behavior that is conducive to the teaching-learning process. Each course participant should be fully aware of the policies and guidelines for academic honesty and classroom behavior stated in the University of North Texas Student Guidebook and on UNT's web page (www.unt.edu). The Student Code of Conduct and an abbreviated list of other rules, regulations, and policies are available from the Dean of Students. Anyone compromising the integrity of the learning process will receive a failing grade in this course and be referred to the Dean of Student Affairs for disciplinary action.

You are advised that written submissions of all kinds are liable to be scanned by (or submitted via) TurnItIn and/or other plagiarism detection utilities. During class meetings, particularly those dedicated to project presentations, the instructor and/or a teaching assistant may take photographs and make video recordings of students. Such photos will not be published on any social media without your explicit consent. Your enrollment in this course indicates your understanding and acceptance of these policies.

You are expected to pay close attention to the class proceedings. During class sessions, do not engage in activities such as surfing web sites, reading email, using the phone to send/receive text messages, sleeping, reading newspapers or other material not relevant to the class. Such practices are disruptive to the instructor's and other students' concentration and generally detract from a proper learning environment. Please be considerate of others by refraining from excessive talking with others when the instructor is speaking. Even a small amount of unnecessary conversation can inhibit the hearing/participation of other students and are detrimental to the learning environment.

Extra Help: PLEASE DO NOT WAIT UNTIL THE LAST MINUTE. If you are having trouble with this class, please visit with me as early as you can.

DISABILITIES ACCOMODATION

The University of North Texas complies with Section 504 of the 1973 Rehabilitation Act and with the Americans with Disabilities Act of 1990. The University of North Texas provides academic adjustments and auxiliary aids to individuals with disabilities, as defined under the law. Among other things, this legislation requires that all students with disabilities be guaranteed a learning environment that provides for reasonable accommodation of their disabilities. If you believe you have a disability requiring accommodation, please see the instructor and contact the Office of Disability Accommodation at 940-565-4323 during the first week of class.

Emergency Evacuation Procedures for Business Leadership Building:

- **Severe Weather** — In the event of severe weather, all building occupants should immediately seek shelter in the designated shelter-in-place area in the building. If unable to safely move to the designated shelter-in-place area, seek shelter in a windowless interior room or hallway on the lowest floor of the building. All building occupants should take shelter in rooms 055, 077, 090, and the restrooms on the basement level. In rooms 170, 155, and the restrooms on the first floor.
- **Bomb Threat/Fire** — In the event of a bomb threat or fire in the building, all building occupants should immediately evacuate the building using the nearest exit. Once outside, proceed to the designated assembly area. If unable to safely move to the designated assembly area, contact on or more members of your department or unit to let them know you are safe and inform them of your whereabouts. Persons with mobility impairments who are unable to safely exit the building should move to a designated area of refuge and await assistance from emergency responders. All building occupants should immediately evacuate the building and proceed to the south side of Crumley Hall in the grassy area, west of parking lot 24.

SEMESTER SCHEDULE

The published schedule is tentative. Updated schedules will be announced in class or via Canvas. Dates of coverage of content are somewhat fluid; dates of exams (once confirmed) are less likely to change. When/if changes occur, they will be announced in class and via

Canvas. Please pay attention to the dates and version numbers at the top of all memorandums and notices. The most recent schedule will supersede all prior schedules.

All exams will include all material taught in class till the date of the exam.

We will NOT necessarily meet in the physical classroom for all the topic areas. Some areas may be covered via distance learning tools, details of which will be announced later. Up to 49% of the topic areas may be covered via distance learning tools.

The schedule published on the *Canvas Calendar* will be your most reliable roadmap.