

# RETAILING/MKTG 4600-007/100% Online – FA2023 16 week

Ryan College of Business, AACSB accredited.  
Department of Marketing

## Instructor Information:

Dr. Tina C. Mims

Office Number 469-951-3200 feel free to text me

Office Location is VIRTUAL during the Spring 2024 semester (due to ADA Accommodation)

Office Hours – by Appointment during the Semester (please reach out via communication methods in Syllabus anytime during the semester- I want you to be able to reach me).

Email address: [4699513200@tmomail.net](mailto:4699513200@tmomail.net) preferred overusing [t.mims@unt.edu](mailto:t.mims@unt.edu)

GroupMe – join the Course GroupMe under *How to Communicate* in our CANVAS Syllabus link.

## Course Description:

### MKTG 4600

The Undergraduate Catalog has the following course description: Principles and methods; store location and layout; sales promotion; buying and pricing; personnel management; credit; stock control.

**Prerequisite(s):** MKTG 3650 or MKTG 3651. (You may be dropped if these are not completed.)

Course specific fees (in addition to tuition and mandatory):

Academic (AF) per hour: \$15.50

## Course Learning Objectives:

By the end of this course, students will be able to:

1. Understand how retailers create value for their customers
2. Remember the elements of the retailing marketing mix
3. Analyze a retailer's strategy and tactics
4. Understand how retailers develop their retailing strategies

## Course Structure

This is an asynchronous course and will not have mandatory, scheduled class times. The course modules/weeks will run from Monday to Sunday with these two exceptions – the Syllabus exam and the Final Exam.

## Navigating the Course

It is critical that students open and use every module in order.

Canvas has 2 menus, a Global Menu for all courses you are taking, and a course menu for just this course. Our course menu looks like this:

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- [Home](#)
- [Syllabus](#)
- [Announcements](#)
- [Modules](#)
- [Packback](#)
- [Grades](#)
- [LockDown Browser](#)

Here is what each of the course menu items contains - students expected to 'know' this info for the Syllabus Exam:

<b>HOME</b>	Course welcome page.
<b>ANNOUNCEMENTS</b>	Read these! Students expected to benefit from these announcement. You may be tested on announcement content. Most importantly- Bonus offers only appear in Announcements and under 'COMPLETE' section in any Module to encourage reading and use of these!
<b>SYLLABUS</b>	Official Course Syllabus - every student must earn 100% accuracy on the content in the Syllabus due to the importance of knowing course policies, due dates and performance expectations.
<b>MODULES</b>	REQUIRED to Use. Open each of these in their numerical order. Only use links under COMPLETE in each Module. Students that jump around in the course may find major assignments difficult.
<b>PACKBACK</b>	After reading the assignment challenge under COMPLETE in any Module where Packback is scheduled, students use this link to access Packback.
<b>GRADES</b>	Quick link to access your grades AND any feedback given to students to support their success in the course.
<b>LOCKDOWN BROWSER</b>	If used in the course, this requirements locks students into a private browser during an exam to verify the student's authenticity.

Here is what each 'Module' in this course can contain (students tested on this information), what to COMPLETE is always at the top! =):

<b>COMPLETE</b>	REQUIRED! WHAT TO DO TO EARN POINTS! STUDENTS MUST USE LINKS HERE TO ACCESS WORK TO COMPLETE. Only this area provides the necessary instruction/expectations. Use these links to earn graded points or when offered bonus points. Only this section will have links for bonus points if offered. Use these links to complete work by the DUE DATE in the Official Course Schedule or risk earning a ZERO, absences or penalty. Again, very important, use these links under COMPLETE.
<b>LEARNING OBJECTIVES</b>	Each Module has Module Learning Objectives (LO's) and these objectives are a deeper dive to meet each Course Learning Objective (CLO) to meet the Course catalog description. The Module Learning Objectives (LO's) relate to the content in the module provided for students to use to absorb new knowledge. Each Module builds upon the previous. Canvas is 'locked' so that students must move through the course - in order to prevent 'skipping around'.
<b>READ</b>	REQUIRED! Any time there is something provided under 'READ' students are expected to read, make notes, study, and do what is necessary for them to absorb the material to apply the readings to the course tests/exams/assignments. Instructor specifically selected material to read for this course and students success.
<b>REVIEW</b>	REQUIRED! Any time material to review is given students are expected to open and review the material in such a way as to recall the content for review.
<b>WATCH/LISTEN</b>	REQUIRED! Any time a video or audio is provided the instructor has selected these materials to add value, so students are to make notes. Any video or audio may be included in any quiz/test/exam. Every effort to provide closed-caption or transcript is made. Not everyone learns by reading only. Additional ADA support links are provided at the bottom of the page.
Occasionally you may see included in a Module:	
<b>RESEARCH/ INVESTIGATE</b>	if this section appears - then students are expected to open the material and complete the research or investigation posted.

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BONUS offers are only found in ANNOUNCEMENTS and under COMPLETE (reason- students expected to read announcements and use the list under 'COMPLETE'). Students are strongly advised against using the Canvas to-do list, strongly advised against using the Gradebook to find and complete tasks. The course is designed to support student success by giving every student the necessary information on a single page in each Module=)

ANY-thing listed in COMPLETE, READ, RESEARCH, WATCH/LISTEN is game to be included in any MID-TERM or FINAL EXAM (if these Exams are in the Official Course Schedule in Canvas).

## RETAILING Materials:



Textbook required for this course is:

Levy, M., Weitz, B., & Grewal, D. (2019). *Retailing management*. New York, NY: McGraw-Hill Edition: 11<sup>th</sup> edition. (ISBN numbers differ based on preferences such as hard copy, ebook, rental access). Access to McGraw-Hill Connect **is NOT** required.

## How to Succeed in this Course:

UNT strives to offer a high-quality education and a supportive environment, so students can learn and grow. As a faculty member, I am committed to your success in giving you the best coaching possible, providing you a means of improving your resume and skills during this semester with me.

### SKILLS Required:

#### 1<sup>st</sup> – Skills Students Need to Begin this Course (these are not taught, these are expected)

- The ability to read, write, communicate at 10th (sophomore in high school) grade level or higher with correct punctuation, spelling, grammar, and capitalization.
- The ability to add, subtract, multiply and divide.
- The ability to use MSWord, MSPowerPoint, MSEXcel and a PDF application.
- Personal commitment to use all videos, audio recordings, all required reading, investigate URL's provided in this course to learn the subject matter.
- The ability to use the University Library resources or contact a librarian for help.
- The ability to conduct secondary research **without relying on search engines alone**.
- Self-discipline to complete work before or by the due date and time.
- Time management skills to meet personal needs and course requirements during this course.
- Professional interaction skills with classmates and instructor.
- The ability to recognize that plagiarism is most likely a copyright infringement.
- **At all times avoid simply quoting material** – it is essential to demonstrate critical thinking and interpretation of credible sources. Use your own words but correctly cite your source.
- **Ability to use American Psychological Association (APA) in-text and reference section styles** or the time management and initiative to contact the UNT Writing Center for help.
- Ability to use Packback- or the initiative to use Packback helpdesk for assistance.

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*The instructor expects every student to have these skills therefore, this course does not teach these skills in this class. Look at course objectives for what is taught in this course.*

Students need to know how to correctly use American Psychological Association (APA) citation style for both in-text citations and reference lists.

This course grades APA in-text and reference citation use - therefore it is a skill needed for success.

Students have the following resources:

[Purdue Owl APA help site](#)

[American Psychological Association](#)

**And our University Writing Center**

**OFFICIAL COURSE SCHEDULE** (includes complete list, by date, all tasks and task types required to earn points in this course) – the detailed schedule is located inside Canvas.

Open Canvas Navigation to find Syllabus.

## F-1 Visa:

For this 100% online course, be aware of F-1 Visa regulations:

Federal regulations state that students may apply only 3 fully-online semester credit hours (SCH) to the hours required for full-time status for [F-1 Visa \(PDF\)](#) holders. Full-time status for F-1 Visa students is 12 hours for undergraduates and 9 hours for graduate students.

## HOW Performance is Evaluated

Every test/quiz/exam may contain a mix of short answers or essay questions- however students must write complete sentences with correct punctuation and capitalization to be considered for points. Incomplete answers that do not meet this criterion, even if correct, will not earn points. Other types of test/quiz/exam questions used includes formulas, categorization, matching, multiple answer, multiple choice and true/false.

Mid-term and Final Exam requires Respondus Lockdown Browser with webcam – students may use their personal written or typed notes but may not have a cell /smart phone. Any student that covers their webcam will receive a failing grade on the exam attempt. Any student that does not have a webcam needs to plan to take these types of exams at a university proctored location.

LinkedIn Learning requirements ask students to complete a mini-course to earn a Certificate of Completion. The certificate uploaded to Canvas with the student's name is the only way to earn points associated with these tasks, if asked.

Written assignments, either issued for individual, partners, or teams will have rubrics. These rubrics are used to give students a description of performance expectations and point value associated with meeting expectations. Students are expected to open the details of a grading rubric used the details before submitting their work. Grading rubrics 'expand' so please be sure and open each area to read the details.

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Packback is an artificial intelligence feature in Canvas that may be used to challenge student's knowledge on the course material by asking students to conduct secondary research on a topic related to learning objectives. Packback may or may not include requirements to interact with other students. For this course, a curiosity score of 75, is the minimum expectation to earn points for any Packback challenges. Students expected to reach out to the Packback helpdesk if assistance in using Packback is needed. Students have the official course schedule to see when any item in the course is due to make ample plans.

## HOW YOU ARE EVALUATED.

Details are covered in CANVAS, click on SYLLABUS, and click on How your performance is Evaluated. The page in CANVAS provides illustrations and videos to help you succeed. How you earn grades is included in the Syllabus Exam.

## Course level grading scheme (end of course):

- A = 742 – 825, a minimum of 90% of points
- B = 660 – 741, a minimum of 80% of points
- C = 577 – 659, a minimum of 70% of points
- D = 495 – 576, a minimum of 60% of points
- F = / < 494

Grades are based on mastery of the content. I do not grade on a “curve” because that is a comparison of your outcomes to others. I do, however, encourage you to find opportunities to learn with and through others. Explore Navigate's Study Buddy (<https://navigate.unt.edu>) tool to join study groups. Maximize your learning with our coaching staff at the Learning Center. Focus on areas where you are struggling in this course by reading, watching, reviewing, or listening more than once. Taking notes is essential. Forward together! I am happy to coach a study group before any major exam or assignment.

## ADA accommodation statement:

The University of North Texas makes reasonable academic accommodation for students with disabilities. Students seeking reasonable accommodation must first register with the Office of Disability Access (ODA) to verify their eligibility. If a disability is verified, the ODA will provide you with a reasonable accommodation letter to be delivered to faculty to begin a private discussion regarding your specific needs in a course. You may request reasonable accommodation at any time; however, ODA notices of reasonable accommodation should be provided as early as possible in the semester to avoid any delay in implementation. Note that students must obtain a new letter of reasonable accommodation for every semester and must meet with each faculty member prior to implementation in each class. Students are strongly encouraged to deliver letters of reasonable accommodation during faculty office hours or by appointment. Faculty members have the authority to ask students to discuss such letters during their designated office hours to protect the privacy of the student. For additional information, refer to the [Office of Disability Access](http://www.unt.edu/oda) website (<http://www.unt.edu/oda>). You may also contact ODA by phone at (940) 565-4323.

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## Summary of Course Activities

3 Exams	215 points	~26% of course
4 Research Assignments using PACKBACK	200 points	~25% of course
5 Certifications	250 points	~30% of course
16 Chapter quizzes	160 points	~19% of course

## EAGLE ALERT FOR CAMPUS CLOSURE NOTICES

Students are notified by Eagle Alert if there is a campus closing that will impact a class and describe that the calendar is subject to change, citing the [Emergency Notifications and Procedures Policy](https://policy.unt.edu/policy/06-049) (<https://policy.unt.edu/policy/06-049>).

In addition to standards for success in courses, there are UNT policies and procedures found at the [Student Support Services & Policies](https://clear.unt.edu/student-support-services-policies) page (<https://clear.unt.edu/student-support-services-policies>). I encourage students to read and absorb these important processes. A 10-question quiz about current institutional policies and resources is available in Canvas Commons. To access and upload the quiz to your course, follow the [Syllabus Quiz Access](https://acrobat.adobe.com/link/track?uri=urn:aaid:scds:US:58ff8b2b-e3e5-47c1-a6a7-d3d35bdb82a9) directions (<https://acrobat.adobe.com/link/track?uri=urn:aaid:scds:US:58ff8b2b-e3e5-47c1-a6a7-d3d35bdb82a9>).

## Absence Policy

I have great respect for students who are balancing the demands of their coursework with the responsibilities of caring for family members therefore I try to afford students a minimum of two weeks of material to manage these responsibilities throughout the semester. If you are missing a deadline (any due date) I consider you absent. After two absences I will reach out to the Dean of Students to inquire about your attendance. Please contact the Dean of Students if you will be absent for illness, death, or other life challenges.

## Late Policy

Due dates missed are not the end of the world. Students can submit late work; however, every day late is a 25% penalty to respect those students submitting work on-time.

EXCEPTION to Late Policy –

Packback late submissions are not eligible for late points. If you are late, a zero is issued.

## When Grades are Posted

Recognizing how important it is to know your grade, remember you can, at any time, calculate your status in the course by taking the points earned and dividing by points possible.

If we have any of the following tasks, this is when you can expect grades to post:

- LinkedIn Learning - grades are posted in about 2 or 3 days **after the due date**.

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- Quiz/Test/Exam without short answer questions - grades are posted immediately within Canvas.
- Quiz/Test/Exam with short answer questions - grades are posted within about 1 week **after the due date**.
- Secondary Research -Packback-**20% of Course grade** - any student that is **on time** receives grades posted **within 24 hours after the due date**-A zero is issued for anyone missing a Packback deadline. Late Penalty does not apply. Make a plan to be on-time.
- Written Assignments (any individual, group/team, or pairs of students) -grades are posted within about 5-7 days **after the due date**.

If any of these posting expectations cannot be met - I promise to inform you. This is a large class, no teaching assistants nor graders, therefore, **expect an Announcement when grades are posted.**

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This is the end of the syllabus.

This information is covered using the Syllabus menu item in CANVAS.

The Canvas Syllabus feature permits me to give each of these details in bite sizes along with illustrations, videos, and audios. I encourage you to open the Syllabus in CANVAS to access any videos (for example PACKBACK) or audios (for example my explanation of Navigating the course) to support your success!

Please clear up questions about this Syllabus with me personally **before the end of Module 1**.

Best wishes, Dr. Mims

*p.s. Typo's are not intentional, therefore I would appreciate a quick message from you if you find a typo a broken link or something that just doesn't make sense!*