



Participate and contribute to the development of human relations.

Develop a life plan for effective human relations.

Create a promotional plan for a service agency.

**EVALUATION:** The final grade will be based on the factors as described below. **No assignments will be accepted late!!**

**Midterm Exam** – You will complete a midterm exam. The midterm exam will be an objective-type assessment and will cover chapters 1, 2, 3, 4, and 5. It will be worth **100 points**. Your midterm will include information from class notes and discussion, textbook, and supplemental activities. Your Midterm exam will be held on **Wednesday, February 23, 2005**.

**Final Exam** – You will complete a final exam. The final exam will be an objective-type assessment and will cover chapters 6, 7, 8, and 9. It will be worth **100 points**. Your final will include information from class notes and discussion, the textbook, supplemental activities. Your final exam will be held on **Wednesday, April 27, 2005**.

**Case Problems** – You will complete 9 case problems. Each chapter contains a case problem that needs to be solved using improved human relations skills. Case problems will require you to think critically and bridge the gap between human relations concepts and the real world. These problems will develop your abilities to think critically, and assess and provide solutions to real-world situations. Case problems must be answered on a weekly basis and submitted for evaluation. Case problems will be worth **100 points total**.

**Major Project** – You will participate in an active academic community learning experience. This will consist of students contributing a **minimum** of 15 hours (each student) to a service agency where they will become actively involved in its mission, examination of its marketing functions and strategies, and ultimately create a promotional plan that will be presented for evaluation. An academic community learning portfolio will be developed. Detailed instructions will be provided. This major project will be worth **200 points**. **The major project will be due no later than the beginning of class, Wednesday, April 6, 2005.**

**Attendance/Participation** – It is essential that you attend class and participate in class discussions on a regular basis. **There are NO excused absences!** It is up to you to decide if you need to be absent from class. Should something occur that requires you to be absent from class, it will be your responsibility to get any notes, activities, and/or assignments from that class session. I will register attendance on your name cards. You begin the semester with 100 points. First absence – no points will be deducted. Second absence – a total of 15 points will be deducted. Third absence – a total of 30 points will be deducted. **Any student missing more than 3 classes (which is equivalent to three weeks of class) will earn a grade of F. Missing one (1) hour or more of class will constitute an absence. Points may be deducted for other tardiness and/or early departures.**

**GRADUATE STUDENTS -- Book Critique** – You will locate, select, read, and critique a book on a human relations topic (refer to the chapters in your text and course objectives). Any of the books listed on p. xxi in your text or on the handout provided will be appropriate for critique purposes. Also, you may want to refer to your text credits on pp. 258-260 for other ideas. No two graduate students may read the same book. Make your selection FAST! Your book critique will be worth a total of **100 points** and due on **March 23, 2005**

## **GRADING:**

**Learning Activity Undergraduate Graduate Attendance & Participation 100 100 Academic  
Community Learning Project 200 200 Case Studies 100 100 Midterm Exam 100 100 Final  
Exam 100 100 Book Critique 100 TOTAL 600 700  
Letter Grade Undergraduate Graduate A 600-540 700-640 B 539-480 639-570 C 479-420 569  
-500 D 419-360 499-430 F 359 and below! 429 and below!**

The course syllabus is a general plan for the course; deviations announced to the class by the instructor may be necessary.

University Honor Code and Academic Honesty Policy: All academic work must meet the standards contained in “A Culture of Honesty.” Each student is responsible to inform themselves about those standards before performing any academic work.

The University of Georgia is committed to full inclusion of all students. Students who, by nature of a documented disability, require academic accommodations should contact the professor during office hours. Students may also speak with Disability Services at 542-8719 to discuss the process for requesting accommodations.

### **College of Education Mission**

The College of Education at the University of Georgia has a public contract with the citizens of the state and nation to define and achieve its land and sea grant, level one research missions. That responsibility is to provide the highest level of leadership in furthering education, communication, life long learning, and health and well-being for all citizens. This mission must be pursued at local, state, national, and international levels and it must permeate academic preparation programs, community collaborations and partnerships, and the domains of teaching, research, and service.

The College of Education will be known for its systematic inquiry, the scholarship of teaching, and the commitment to service through partnerships as guiding principles for our actions. We have established core principles as a way to express our dedication to excellence in education at all levels.

### **College of Education Vision**

The College of Education at the University of Georgia will be known for outstanding scholarship, leadership, collaboration, contribution, excellence in education, communication, and professions fostering health and well-being in order to revitalize education and learning and promote the general health and welfare of a democratic society.

**Human Resource Applications for Work-Based Education**

EMKT 4120/6120

Session 1 - January 12

Class Introduction

Academic Community Learning Project

Session 2 - January 19

Chapter 1: Introduction to Human Relations  
Case Problem #1 is due

Session 3 – January 26

Chapter 2: Improving Interpersonal Communication  
Case Problem # 2 and ACL proposal are due

Session 4 – February 2

Chapter 3 – Building High Self-Esteem  
Case Problem # 3 is due

Session 5 – February 9

Chapter 4 – Personal Values Influence Ethical Choices  
Case Problem # 4 is due

**Session 6 – February 16**

**Class will begin a 5:00 p.m.**  
Chapter 5 – Attitudes Can Shape Your Life  
Case Problem # 5 is due

**Session 7 – February 23**

**MIDTERM EXAM**

Session 8 – March 2

Chapter 6 – Developing a Professional Presence  
Case Problem # 6 is due

Session 9 – March 9

Chapter 7 – Valuing Work Force Diversity  
Case Problem # 7 is due

**March 16**

**SPRING BREAK**

**Session 10 – March 23**

**Class will begin a 5:00 p.m.**

**Graduate Book Critique is due**

Chapter 8 – Strategies for Resolving Conflict and  
Achieving Emotional Control  
Case Problem # 8 is due

**Session 11 – March 30**

**NO CLASS: ACL Project Development**

**Session 12 – April 6**

**ACL Project Portfolio is due**  
Chapter 9 – A Life Plan for Effective Human Relations  
Case Problem # 9 is due

**Session 13 – April 13**

**ACL Project Presentations!!!**

**Session 14 – April 20 Class will begin a 5:00 p.m.**

**ACL Project Presentations!!!**

**Session 15 – April 27**

**FINAL EXAM**

**GOOD LUCK FOR A SUCCESSFUL SEMESTER**

**This schedule is subject to change at the discretion of the professor**