Credit Hours: 3
Contact Hours: This is a 3-credit course, offered in accelerated format. This means that 16 weeks of material is covered in 8 weeks. The exact number of hours per week that you can expect to spend on each course will vary based upon the weekly coursework, as well as your study style and preferences. You should plan to spend 14-20 hours per week in each course reading material, interacting on the discussion boards, writing papers, completing projects, and doing research.

**COURSE DESCRIPTION AND OUTCOMES**

**COURSE DESCRIPTION:**
This course provides students with an understanding of process strategy, quality improvement, and the tools utilized in the production of goods and services. Students learn concepts regarding operations, quality, and process management, and evaluate how these concepts can be used to gain a competitive advantage in the industry. Students also learn how mathematical models are used to assist in making decisions in regard to operations, inventory, quality, and materials requirements.

**PMI-GAC Accreditation and PMI Certification**
CSU-Global’s Bachelor of Science in Project Management and Master of Project Management are accredited by Project Management Institute Global Accreditation Center for Project Management Education Programs (GAC). GAC accreditation ensures the quality of academic degree programs and their graduates to meet the standards of the rapidly growing field of project management.

Among other requirements (https://www.pmi.org/certifications/types/project-management-pmp), Project Management Institute (PMI) requires those who aspire to take the PMP exam to have a minimum of 35 contact hours of documented training in project management. Other PMI certificates have a similar requirement too. Students may utilize the courses taken at CSU-Global to satisfy these requirements.

**Operations Management and Supervision (OPS) careers**
CSU-Global is focused on providing career-relevant degree programs that align with industry requirements and best practices. CSU-Global’s Operations Management and Supervision (OPS) courses are designed to provide students with the business and operations management skills necessary to succeed in an increasingly global economy and changing business environment. This program prepares learners to fulfill the organizational roles and responsibilities of Operations Management and Supervision. The learner will evaluate how companies manage manufacturing processes and services effectively and efficiently and the use of information to improve organizational performance. The courses are focused on developing students’ knowledge, skills, and abilities in operations management, finance, management, leadership, strategic and critical thinking, decision making, and business governance.
Faculty members serve as peer cohort mentors and facilitators, career coaches, writing coaches, and résumé reviewers for students, and represent the university at various academic and professional conferences and events. Students who need additional academic support to answer questions about degree programs may request to speak with the Program Chair or can schedule a meeting with a faculty career coach via an online scheduling tool located in the student portal. The career center allows students the opportunity to talk to a career coach, search for jobs and have access to a variety of resources.

A variety of job opportunities exist in various fields of practice in operations management and to maintain high standards of practice in this industry, operations management practitioners need to pay adequate attention to education and training to ensure they obtain the skills they need to succeed. Obtaining well-known industry certificates is one of the ways that operations management practitioners can choose to improve their skills, set themselves apart from competitors, and showcase their credentials. Here are some of the example certificates that operations management practitioners may choose to pursue:

- Certificates offered by APICS including the APICS Certified in Production and Inventory Management (CPIM), Certified Supply Chain Professional (CSCP), and Certified in Logistics, Transportation and Distribution (CLTD).
- Certificates offered by the ASQ such as the Certified Manager of Quality/Organizational Excellence, the ASQ Master Black Belt (MBB) certification, and the ASQ Certified Six Sigma Black Belt
- The Certified Professional in Supply Management (CPSM) from the Institute for Supply Management (ISM)
- The SCPro™ from the Council of Supply Chain Management Professionals (CSCMP)
- Other example certificates include the certificates offered by Project Management Institute (PMI).

**Course Overview:**
This course promotes the development of the critical problem-solving skills in operations management. Students will gain an understanding of process strategy, forecasting, quality improvement, and the tools utilized in the production of goods and services.

**Course Learning Outcomes**
1. Analyze the concepts of the decision areas, language, terminology, core concepts, issues, techniques, and the methodologies of operations, quality, and process management.
2. Evaluate how the operations of an organization can be used to gain competitive advantage.
3. Analyze how mathematical models are used to assist in making operational decisions in areas such as inventory control, statistical process control, waiting lines, capacity, project planning, materials requirements planning, and quality management, among others.
4. Evaluate the implications for operations management for organizations that operate in an international or global environment.

**Participation & Attendance**
Prompt and consistent attendance in your online courses is essential for your success at CSU-Global Campus. Failure to verify your attendance within the first 7 days of this course may result in your withdrawal. If for some reason you would like to drop a course, please contact your advisor.

Online classes have deadlines, assignments, and participation requirements just like on-campus classes. Budget your time carefully and keep an open line of communication with your instructor. If you are having technical problems, problems with your assignments, or other problems that are impeding your progress, let your instructor know as soon as possible.

**COURSE MATERIALS**

Textbook Information is located in the CSU-Global Booklist on the Student Portal.

**COURSE SCHEDULE**

Due Dates

The Academic Week at CSU-Global begins on Monday and ends the following Sunday.

- **Discussion Boards**: The original post must be completed by Thursday at 11:59 p.m. MT and peer responses posted by Sunday 11:59 p.m. MT. Late posts may not be awarded points.
- **Opening Exercises**: Take the Opening Exercise before reading each week’s content to see which areas you will need to focus on. You may take these exercises as many times as you need. The Opening Exercises will not affect your final grade.
- **Mastery Exercises**: Students may access and retake Mastery Exercises through the last day of class until they achieve the scores they desire.
- **Critical Thinking**: Assignments are due Sunday at 11:59 p.m. MT. each week.
- **Portfolio Project and Milestones**: Look for the Portfolio Milestones in weeks 2, 4, and 6 which prepare you for your final Portfolio Project due in Week 8.

**WEEKLY READING AND ASSIGNMENT DETAILS**

**Module 1**

**Readings**

- Chapter 1 in *Operations Management: Sustainability and Supply Chain Management*

**Opening Exercise (0 points)**

**Discussion (25 points)**

**Critical Thinking (70 points)**

Choose one of the following two assignments to complete this week. Do not do both assignments. Identify your assignment choice in the title of your submission.
Option #1: Operations Management Role in Service Industry Essay

Identify one service industry example (e.g., Bank of America) where operations management may play a significant role. Explain the type of operations management activities performed at this organization. Describe the services it offers with specific examples and factors that contribute to its productivity.

Submission Requirements:

- Your well-written paper should be three to five pages in length not including the required cover and references pages.
- Support your paper with at least 2-4 scholarly references (of which the textbook may be one). Use current sources, not older than five years. The CSU-Global Library is a good place to find these references.
- Format your paper according to the CSU-Global Guide to Writing & APA.

Option #2: Operations Management Role in Product Industry Essay

Identify one product/goods industry example (e.g., Tesla) where operations management may play a significant role. Explain the type of operations management activities performed at this organization. Describe the products it offers with specific examples and factors that contribute to its productivity.

Submission Requirements:

- Your well-written paper should be three to five pages in length not including the required cover and references pages.
- Support your paper with at least two to four scholarly references (of which the textbook may be one). Use current sources, not older than five years. The CSU-Global Library is a good place to find these references.
- Format your paper according to the CSU-Global Guide to Writing and APA.

Mastery Exercise (10 points)

Module 2

Readings

- Reading 1
- Chapter 2 in *Operations Management: Sustainability and Supply Chain Management*

Opening Exercise (0 points)

Discussion (25 points)

Mastery Exercise (10 points)

Portfolio Milestone (15 points)
For your first Portfolio Milestone, decide on the organization that you will cover in your Portfolio Project. Name and briefly describe an organization of your choice, including its mission. The organization may be your workplace, an organization that you are familiar with, or an organization discovered in your research. Information about the organization must be publicly available and properly referenced in your work.

Give at least one in-text citation to go on your final reference list that would help a reader learn more details about this organization.

**Module 3**

**Readings**

- Chapter 4 in *Operations Management: Sustainability and Supply Chain Management*

**Opening Exercise (0 points)**

**Discussion (25 points)**

**Mastery Exercise (10 points)**

**Critical Thinking (100 points)**

Choose one of the following two assignments to complete this week. Do not complete both assignments. Identify your assignment choice in the title of your submission.

**Common Instructions for both Options #1 and #2: Operations Management Forecasting**

1. Access the Pearson MyOMLab per the instructions located in the Course Information folder, titled: MyOMLab Student Guide. Carefully review the simulation’s introductory information and instructions as the results will influence your grade by 10%. After completing the simulation, capture a screen image of your final simulation results, which are to be included in your critical thinking operations management assignment as an appendix item.

2. The operations management forecasting assignment content must include the following:

   - **Introduction**: Explain the purpose or thesis of the paper, and explain how the body of the paper is arranged to support the purpose of the paper.
   - Provide a brief definition of operations management forecasting and identify why it is important in an organization’s operations.
   - Provide a brief overview of the forecasting simulation.
   - Describe your strategy for performing the forecasting simulation.
   - Describe at least three operations management forecasting methods, principles, or techniques experienced in the forecasting simulation.
   - Itemize at least three lessons learned from the forecasting simulation.
• **Conclusion:** Present a recap of key points and summary of main emphasis without repeating verbatim and exclusive of new information.

• **References:** Include at least two current scholarly references (published within the past five years) in addition to the course text.

• **Appendix:** Forecasting simulation results. The appendix page should be its own page after your reference page, with the header: Appendix—with your screenshot pasted below.

Submit your Critical Thinking assignment document(s) to the module submissions area established for this purpose. Per the assignment rubric, a portion of your evaluation is based on your simulation results.

**Option #1: Operations Management Forecasting Paper**

This Critical Thinking assignment option consists of two activities:

1. Performing the Pearson MyOMLab Forecasting Simulation, examining the results, and identifying lessons learned. Please adhere to the detailed instructions contained in the Common Instructions for both Options #1 and #2: Operations Management Forecasting above.

2. A written operations management forecasting paper.
   - Your report will require a structure that includes a strong title, followed by an introductory paragraph which generates interest and includes a thesis and mapping of what is to come.
   - Each of the sections should use appropriate APA headings, including a conclusion section.
   - Make sure that the body sections address each of the previous bullets.

**Submission Requirements:**

- Your well-written paper should be three to four pages in length not including the required cover and references pages.
- Support your paper with at least three scholarly references (excluding all textbooks). Use current sources, not older than five years. The CSU-Global Library is a good place to find these references.
- Format your paper according to the CSU-Global Guide to Writing & APA.

**Option #2: Operations Management Forecasting Presentation**

This Critical Thinking assignment option consists of two activities:

1. Performing the Pearson MyOMLab Forecasting Simulation, examining the results, and identify lessons learned. Please adhere to the detailed instructions contained in the Common Instructions for both Options #1 and #2: Operations Management Forecasting above.

2. Creating a written operations management forecasting presentation.

**Submission Requirements:**

- Your multimedia-rich operations management forecasting presentation must contain logically-cohesive flow, including audio, video, and graphical content.
• The length of the presentation, in addition to the title and reference portions, should be 10 to 12 slides (must include speaker notes), or five to seven minutes of narrated presentation (must include a transcript).

• Please present your content clearly, concisely, and cohesively.

The presentation may be submitted as a completely self-contained file (e.g., PowerPoint, Prezi, Screencast-o-matic, Knovio, or Loom) or as a link to a hosted internet site.

Module 4

Readings

• Chapter 5 in Operations Management: Sustainability and Supply Chain Management

Opening Exercise (0 points)

Discussion (25 points)

Mastery Exercise (10 points)

Portfolio Milestone (30 points)

Choose one of the following two assignments to complete this week. Do not do both assignments. Identify your assignment choice in the title of your submission.

Common Portfolio Project Milestone Requirements for Options #1 and #2

Having selected the subject organization for your Portfolio Project operations management (OM) assessment, create a high-level outline based on the key elements stipulated in the Module 8 Portfolio Project requirements. For this Portfolio Project milestone, include a title page, an introduction, and a reference page with at least two current, scholarly references (published within the past five years) in addition to the course textbook, and an outline containing the following:

• Substantive details in the subject organization section.
• Substantive details in the operations management section.
• A draft definition of OM design of goods and services for the define operations section.
• An itemization of the lessons learned based on your forecasting simulation experiences for the OM forecasting section.
• A draft definition of quality for the quality management section.
An itemization of the lessons learned based on your quality management simulation experiences for the quality management section.

Submit your Portfolio Project milestone as a single Microsoft Word document.

**Option #1: Product-Based Operations Management Milestone**

The purpose of the Portfolio Project milestone is to designate the section of your global product-oriented organization as the subject of your Portfolio Project, and to construct a high-level outline as stipulated in the common Portfolio Project milestone requirements section above. This will frame the beginning for your Portfolio Project product-based operations management assessment due in Module 8.

**Option #2: Service-Based Operations Management Milestone**

The purpose of the Portfolio Project milestone is to designate the section of your global service-oriented organization as the subject of your Portfolio Project, and to construct a high-level outline as stipulated in the common Portfolio Project milestone requirements section above. This will frame the beginning for your Portfolio Project service-based operations management assessment due in Module 8.

**Module 5**

**Readings**

- Chapter 6 in *Operations Management: Sustainability and Supply Chain Management*

**Opening Exercise (0 points)**

**Discussion (25 points)**

**Mastery Exercise (10 points)**

**Critical Thinking (100 points)**

Choose one of the following two assignments to complete this week. Do not do both assignments. Identify your assignment choice in the title of your submission.

**Common Instructions for both Options #1 and #2: Operations Quality Management**

1. Access the Pearson MyOMLab per the instructions located in the Course Information folder, titled: MyOMLab Student Guide. Carefully review the simulation’s introductory information and instructions, as these results will influence your grade by 10%. After completing the simulation, capture a screen image of your final simulation results, which are to be included in your critical thinking operations management assignment as an appendix item.

   The operations quality management assignment content must include the following:

   - **Introduction**: Explain the purpose or thesis of the paper and explain how the body of the paper is arranged to support the purpose of the paper.
• Provide a brief definition of operations quality management and identify why it is important in an organization’s operations.
• Provide a brief overview description of the quality management simulation.
• Describe your strategy for performing the quality management simulation.
• Describe at least three operations quality management methods, principles, or techniques experienced in the quality management simulation.
• Itemize at least three lessons learned from the quality management simulation.
• **Conclusion:** Present a recap of key points and summary of main emphasis without repeating verbatim and exclusive of new information.
• **References:** Include at least two current scholarly references (published within the past five years) in addition to the course text.
• **Appendix:** Quality management simulation results. The appendix page should be its own page after your reference page, with the header: Appendix—with your screenshot below.

2. Submit your Critical Thinking assignment document(s) to the module submissions area established for this purpose. Per the assignment rubric, a portion of your evaluation is based on your simulation results.

**Option #1: Operations Quality Management Paper**

This Critical Thinking assignment option consists of two activities:

1. **Performing the Pearson MyOMLab Forecasting Simulation**, examining the results, and identifying lessons learned. Please adhere to the detailed instructions contained in the **Common Instructions for both Options #1 and #2: Operations Quality Management** above.

2. **A written operations management quality paper**.
   - Your report will require a structure that includes a strong title, followed by an introductory paragraph which generates interest and includes a thesis and mapping of what is to come.
   - Each of the sections should use appropriate APA headings, including a conclusion section.
   - Make sure that the body sections address each of the previous bullets.

**Submission Requirements**:

- Your well-written paper should be three to four pages in length not including the required cover and references pages.
- Support your paper with at least three scholarly references (excluding all textbooks). Use current sources, not older than five years. The CSU-Global Library is a good place to find these references.
- Format your paper according to the CSU-Global Guide to Writing & APA.
- Please adhere to the detailed instructions contained in the **Common Instructions for both Options #1 and #2: Operations Quality Management** section above.
Option #2: Operations Quality Management Presentation

This Critical Thinking assignment option consists of two activities:

1. Performing the Pearson MyOMLab Quality Management Simulation.
2. Creating a multimedia-rich operations quality management presentation.
   
   - Your multimedia-rich operations quality management presentation must contain logically-cohesive flow including audio, video, and graphical content.
   
   - The length of the presentation, in addition to the title and reference portions, should be 10-12 slides (must include speaker notes), or five to seven minutes of narrated presentation (must include a transcript).
   
   - Please present your content clearly, concisely, and cohesively.
   
   - The presentation may be submitted as a completely self-contained file (e.g., PowerPoint, Prezi, Screencast-o-matic, Knovio, or Loom) or as a link to a hosted internet site.
   
   - Please adhere to the detailed instructions contained in the Common Instructions for both Options #1 and #2: Operations Quality Management section above.

Module 6

Readings

- Chapter 10 in Operations Management: Sustainability and Supply Chain Management

Opening Exercise (0 points)

Discussion (25 points)

Mastery Exercise (10 points)

Portfolio Milestone (30 points)

Continue working on your Portfolio Project, referring to the Portfolio Project assignment and corresponding Portfolio Project grading rubric in Module 8. The Portfolio Project will be due at the end of the course before midnight of Week 8.

In your project, complete the third bulleted item, “Operations Management”; the details for this milestone are:

- Operations Management: Define OM and relate the subject organization’s mission, operational strategy, and productivity measurements; compare and contrast OM with project management.
Module 7

Readings

- Chapter 11 in Operations Management: Sustainability and Supply Chain Management

Opening Exercise (0 points)

Discussion (25 points)

Mastery Exercise (10 points)

Critical Thinking (100 points)

Choose one of the following two assignments to complete this week. Do not do both assignments. Identify your assignment choice in the title of your submission.

Common Instructions for Options #1 and #2: Operations Supply Chain Management

Access the Pearson MyOMLab per the instructions located in the Course Information folder, titled: MyOMLab Student Guide. Carefully review the simulation’s introductory information and instructions, as these results will influence your grade by 10%.

After completing the simulation, capture a screen image of your final simulation results, which are to be included in your critical thinking operations management assignment as an appendix item.

The operations supply chain management assignment content must include the following:

- **Introduction**: Explain the purpose or thesis of the paper and explain how the body of the paper is arranged to support the purpose of the paper.
- Provide a brief definition of supply chain management and identify why it is important in an organization’s operations.
- Provide a brief overview description of the supply chain management simulation.
- Describe your strategy for performing the supply chain management simulation.
- Describe at least three operations supply chain management methods, principles, or techniques experienced in the supply chain management simulation.
- Itemize at least three lessons learned from the supply chain management simulation.
- **Conclusion**: Present a recap of key points and summary of main emphasis without repeating verbatim and exclusive of new information.
- **References**: Include at least two current scholarly references (published within the past five years) in addition to the course text.
- **Appendix**: Supply chain management simulation results. The appendix page should be its own page after your reference page, with the header: Appendix—with your screenshot below.

Submit your Critical Thinking assignment document(s) to the module submissions area established for this purpose. Per the assignment rubric, a portion of your evaluation is based on your simulation results.
Option #1: Operations Supply Chain Management Paper

This Critical Thinking assignment option consists of two activities:

1. Performing the Pearson MyOMLab Supply Chain Management Simulation.
2. Writing an operations supply chain management paper.
   - Your paper will require a structure that includes a strong title, followed by an introductory paragraph which generates interest and includes a thesis and mapping of what is to come.
   - Each of the sections should use appropriate APA headings, including a conclusion section.
   - Make sure that the body sections address each of the previous bullets.

Submission Requirements:

- Your well-written paper should be four to six pages in length, not including the required cover and references pages.
- Support your paper with at least four to six scholarly references (excluding all textbooks). Use current sources, not older than five years. The CSU-Global Library is a good place to find these references.
- Format your paper according to the CSU-Global Guide to Writing & APA.
- Please adhere to the detailed instructions contained in the Common Instructions for Options #1 and #2: Operations Supply Chain Management section above.

Option #2: Operations Supply Chain Management Presentation

This Critical Thinking assignment option consists of two activities:

1. Performing the Pearson MyOMLab Supply Chain Management Simulation.
2. Creating a multimedia-rich operations supply chain management presentation.
   - Your multimedia-rich operations supply chain management presentation must contain logically cohesive flow including audio, video, and graphical content.
   - The length of the presentation, in addition to the title and reference portions, should be 10-12 slides (must include speaker notes), or five to seven minutes of narrated presentation (must include a transcript).
   - Please present your content clearly, concisely, and cohesively.
   - The presentation may be submitted as a completely self-contained file (e.g., PowerPoint, Prezi, Screencast-o-matic, Knovio, or Loom) or as a link to a hosted internet site.
   - Please adhere to the detailed instructions contained in the Common Instructions for Options #1 and #2: Operations Supply Chain Management section above.

Module 8

Readings
Open Exercise (0 points)

Discussion (25 points)

Mastery Exercise (10 points)

Portfolio Project (275 points)

Choose one of the following two assignments to complete this week. Do not do both assignments. Identify your assignment choice in the title of your submission.

Common Portfolio Project Requirements: Operations Management

Note: Your final Portfolio Project is due for submission this week.

The final Portfolio Project is structured to help demonstrate your understanding of the course material, as well as the implications of new knowledge gained from outside research. You will choose an organization which may be your workplace, an organization that you are familiar with, or an organization discovered in your research. Information about the subject organization must be publicly available and properly referenced in your work. As part of the initial Portfolio Project milestone due in Module 4, you must secure instructor approval for the organization selected for your Portfolio Project. Based on your analysis, write an assessment about the subject organization’s OM strategy and practices. When writing the assessment, assume the role of a highly-regarded operations management professional commissioned to review, analyze, and describe the organization’s OM for achieving increased sustainable business value. Your assessment should address the following key elements:

- **Organization**: Name and briefly describe an organization of your choice, including its mission. (This will be the subject of the first of three Portfolio Milestones, due at the end of Module 2.)

- **Overview**: Provide an overview of this paper so the reader gets familiarity with the purpose, content, and overall organization of the paper. (This will be the subject of the second of three Portfolio Milestones, due at the end of Module 4.)

- **Operations Management**: Define OM and relate the subject organization’s mission, operational strategy, and productivity measurements; compare and contrast OM with project management. (This will be the subject of the third and last of three Portfolio Milestones, due at the end of Module 6.)

- **OM Forecasting**: Define forecasting in the context of OM, identify the subject organization’s forecasting methods and practices, relate the Seven Steps in the forecasting system to the subject organization, highlight potential ethical considerations related to the subject organization’s forecasting, and recap applicable lessons learned based on your forecasting simulation experience.
• **Define Operations:** Define design of goods and services and relate it to the subject organization, and highlight the OM process, location, and human resource strategy in the context of the subject organization.

• **Quality Management:** Define quality and identify common OM quality management best practices, identify the subject organization’s quality management methodology, and recap the applicable lessons learned based on your quality management simulation experience. Additionally, build a house of quality to show five customer requirements and product/service characteristics to meet them. Explain the process of product characteristics selection and how these customer requirements are met.

• **Human Resources, Job Design, and Work Measurement:** Define the role of human resources, job design, and work measurement in ensuring competitiveness and high productivity for the subject organization.

• **Supply Chain Management:** Define supply chain management (SCM), designate the subject organization’s SCM strategy and explain the basis for determination, describe the subject organization’s use of technology for SCM, identify potential SCM risks and SCM ethical considerations related to the subject organization, and recap the applicable lessons learned in your supply chain management simulation experience.

• **Inventory Management:** Define inventory management, its importance, and common inventory models; identify the subject organization’s inventory management practices; and identify potential ethical considerations related to the subject organization.

• **Operations Manager Job Description:** Imagine you are hiring an operations manager for this company. Prepare a comprehensive job description with clearly articulated bulleted duties that describes what is expected for this role (no more than two pages).

• **Conclusion:** Provide key lessons learned from various sections and a summary of the paper (less than one page).

• **References:** (Portfolio Milestone 3, due at the end of Module 4; you can also add more references after Module 4.)

Submit your Portfolio Project paper as a single Microsoft Word document to the Module 8 submissions area established for this purpose.

Your essay should address the following requirements:

• Your well-written OM assessment essay thesis should be 12 to 15 pages in length, which does not include the required title, reference, of appendix pages.

• Format your paper per the CSU-Global Guide to Writing & APA, which includes an introduction and conclusion.

• Include a title and a reference page.

• Cite at least six current (within last five years) scholarly references, excluding our or other textbooks, to support your assertions and conclusions.

• Include an appendix for tables and figures.

Please write clearly, concisely, and cohesively; use section level headers to organize the key elements of your thesis.

**Option #1: Product-Based Operations Management Assessment**
The purpose of the Portfolio Project is to apply your synthesis of current research about operations management (OM) to a global product-oriented organization. For your Portfolio Project, you are required to select a global organization that has a predominately product-oriented mission as the subject for your OM assessment.

**Option #2: Service-Based Operations Management Assessment**

The purpose of the Portfolio Project is to apply your synthesis of current research about operations management (OM) to a global service-oriented organization. For your Portfolio Project, you are required to select a global organization that has a predominately service-oriented mission as the subject for your OM assessment.
Course Grading

20% Discussion Participation
0% Opening Exercises
8% Mastery Exercises
37% Critical Thinking Assignments
35% Final Portfolio Project

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IN-CLASSROOM POLICIES

For information on late work and incomplete grade policies, please refer to our In-Classroom Student Policies and Guidelines or the Academic Catalog for comprehensive documentation of CSU-Global institutional policies.

Academic Integrity
Students must assume responsibility for maintaining honesty in all work submitted for credit and in any other work designated by the instructor of the course. Academic dishonesty includes cheating, fabrication, facilitating academic dishonesty, plagiarism, reusing /repurposing your own work (see CSU-Global Guide to Writing and APA Requirements for percentage of repurposed work that can be used in an assignment), unauthorized possession of academic materials, and unauthorized collaboration. The CSU-Global Library provides information on how students can avoid plagiarism by understanding what it is and how to use the Library and Internet resources.

Citing Sources with APA Style
All students are expected to follow the CSU-Global Guide to Writing and APA Requirements when citing in APA (based on the APA Style Manual, 6th edition) for all assignments. For details on CSU-Global APA style, please review the APA resources within the CSU-Global Library under the “APA Guide & Resources” link. A link to this document should also be provided within most assignment descriptions in your course.

Disability Services Statement
CSU-Global is committed to providing reasonable accommodations for all persons with disabilities. Any student with a documented disability requesting academic accommodations should contact the Disability Resource Coordinator at 720-279-0650 and/or email ada@CSUGlobal.edu for additional information to coordinate reasonable accommodations for students with documented disabilities.

Netiquette
Respect the diversity of opinions among the instructor and classmates and engage with them in a courteous, respectful, and professional manner. All posts and classroom communication must be conducted in accordance with the student code of conduct. Think before you push the Send button. Did you say just what you meant? How will the person on the other end read the words?

Maintain an environment free of harassment, stalking, threats, abuse, insults, or humiliation toward the instructor and classmates. This includes, but is not limited to, demeaning written or oral comments of an ethnic, religious, age, disability, sexist (or sexual orientation), or racist nature; and the unwanted sexual advances or intimidations by email, or on discussion boards and other postings within or connected to the online classroom. If you have concerns about something that has been said, please let your instructor know.