**MAN 4947**



**Management Research Internship**

**Semester**

**3 Credits**

**Professor Information**

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LA 466A

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**Office Hours**

By appointment

# Required Text and Materials

None. Readings and resources will be as needed for the research project.

**Course Description**

Management Research Internship (MAN 4947) 3 credits

Students design and execute a research project in management or international business. The time commitment is 120 hours in a semester.

**Course Prerequisites and Credit Hours**

Prerequisites: MAN 3025, ENT 4024 or MAN 3611 or MAN 4046 or permission of instructor, and three additional hours in business/management core courses, all with minimum grades of "C;" Business majors of senior standing only; overall FAU GPA of 2.5 or greater; instructor approval of intended internship; course must be applied for in the semester prior to the intended internship

**Course Learning Objectives**

Upon successful completion of this course, students should have applied concepts and principles from coursework to the work environment, demonstrated specific work competencies related to a profession in designing and executing a research project in the workplace.

**Grading Scale**

The following grading scale is used: A (93 and above); A- (90-92); B+ (87 - 89); B (83 - 86); B- (80-82); C+ (77 - 79); C (70 - 76); D+ (67 - 69); D (63 - 66); D- (60-62); F (below 60).

Incompletes are not an option for failing students. Students wishing to discuss course grades have within five days of general notification of grades to do so. Students desiring passing grades must adhere to the professor's requirements; ignorance of the policies stated herein is not an acceptable excuse.

**Course Evaluation Method**

The overall course grade will be based on:

 Proportion of overall grade (%)

 **Project……………………………………………….…………………80**

 **Supervisor feedback………………………….……….…………20**

**Project:**

The project is in three parts. Generally, Part 1 will be due 2 weeks into a 16 week semester, Part 2 at around 8 weeks, and Part 3 during week 15. A requirement for permission to enroll in this course is a letter of cooperation from the employer on company letterhead declaring the company’s support to provide time, resources, access to data and its commitment to the project.

Part 1 (20 points): Submit a research proposal. The proposal should state the problem or research question, rationale for the project supported by a literature review, and an outline of how the student will collect and analyze data.

Part 2 (20 points): Submit an interim report with details on the data collection progress. If there are modifications made to the original plan, be sure to secure the approval of the cooperating company.

Part 3 (40 points): Submit a final report with the research methods, analysis, discussion, and recommendations. Note any limitations to the research.

The supervisor or a responsible authority at the company will provide evaluative feedback on the conduct of the student, and on the research project. Of interest is the utility of the research and the quality of the report.

**Additional Course Policies**

Late Assignments

Assignments which are overdue will attract a grade penalty. Assignments which are submitted after grading is over will not be accepted.

Attendance Policy

Students must complete the required number of hours to be eligible for course credit.

Etiquette and/or Netiquette Policy

Students agree to adhere to the standards of professional conduct in the workplace. This includes dress codes, attendance and participation in work activities, and the quality of work product.

Anti-plagiarism Software

Written components of any assignment or project may be submitted to anti-plagiarism software to evaluate the originality of the work. Any students found to be submitting work that is not their own will be deemed in violation of the University’s honor code discussed above.

**Selected University and College Policies**

Code of Academic Integrity Policy Statement

Students at Florida Atlantic University are expected to maintain the highest ethical standards. Academic dishonesty is considered a serious breach of these ethical standards, because it interferes with the university mission to provide a high quality education in which no student

enjoys an unfair advantage over any other. Academic dishonesty is also destructive of the university community, which is grounded in a system of mutual trust and places high value on personal integrity and individual responsibility. Harsh penalties are associated with academic dishonesty. For more information, see [University Regulation 4.001](http://www.fau.edu/regulations/chapter4/4.001_Code_of_Academic_Integrity.pdf).

Disability Policy Statement

In compliance with the Americans with Disabilities Act (ADA), students who require special accommodation due to a disability to properly execute coursework must register with the Office for Students with Disabilities ([OSD](http://www.osd.fau.edu/)) – in Boca Raton, SU 133, (561) 297-3880; in Davie, MOD 1, (954) 236-1222; in Jupiter, SR 117, (561) 799-8585; or, at the Treasure Coast, CO 128, (772) 873-3305 – and follow all OSD procedures.

Religious Accommodation Policy Statement

In accordance with rules of the Florida Board of Education and Florida law, students have the right to reasonable accommodations from the University in order to observe religious practices **and beliefs with regard to admissions, registration, class attendance and the scheduling of** examinations and work assignments.  For further information, please see [Academic Policies and Regulations](http://www.fau.edu/academic/registrar/catalog/academics.php).

University Approved Absence Policy Statement

In accordance with rules of the Florida Atlantic University, students have the right to reasonable accommodations to participate in University approved activities, including athletic or scholastics teams, musical and theatrical performances and debate activities. It is the student’s responsibility to notify the supervisor a week in advance.

College of Business Minimum Grade Policy Statement

The minimum grade for College of Business requirements is a “C”. This includes all courses that are a part of the pre-business foundation, business core, and major program. In addition, courses that are used to satisfy the university’s Writing Across the Curriculum and Gordon Rule math requirements also have a minimum grade requirement of a “C”. Course syllabi give individualized information about grading as it pertains to the individual classes.

Incomplete Grade Policy Statement

A student who is passing a course, but has not completed all work due to exceptional circumstances, may, with consent of the instructor, temporarily receive a grade of incomplete (“I”). The assignment of the “I” grade is at the discretion of the instructor, but is allowed only if the student is passing the course.

The specific time required to make up an incomplete grade is at the discretion of the instructor. However, the College of Business policy on the resolution of incomplete grades requires that all work required to satisfy an incomplete (“I”) grade must be completed within a period of time not exceeding one calendar year from the assignment of the incomplete grade. After one calendar year, the incomplete grade automatically becomes a failing (“F”) grade.

Withdrawals

Any student who decides to drop is responsible for completing the proper paper work required to withdraw from the course.

Grade Appeal Process

A student may request a review of the final course grade when s/he believes that one of the following conditions apply:

* There was a computational or recording error in the grading.
* Non-academic criteria were applied in the grading process.
* There was a gross violation of the instructor’s own grading system.

The procedures for a grade appeal may be found in [Chapter 4 of the University Regulations](http://business.fau.edu/undergraduate/current-students/registration-enrollment/understanding-your-grades/download.aspx?id=56).

Disruptive Behavior Policy Statement

Disruptive behavior is defined in the FAU Student Code of Conduct as “... activities which interfere with the educational mission within classroom.” Students who behave in the classroom such that the educational experiences of other students and/or the instructor’s course objectives are disrupted are subject to disciplinary action. Such behavior impedes students’ ability to learn or an instructor’s ability to teach. Disruptive behavior may include, but is not limited to: non-approved use of electronic devices (including cellular telephones); cursing or shouting at others in such a way as to be disruptive; or, other violations of an instructor’s expectations for classroom conduct.

In the context of the internship, the “classroom” also refers to the workplace.

**Faculty Rights and Responsibilities**
Florida Atlantic University respects the right of instructors to teach and students to learn. Maintenance of these rights requires classroom conditions which do not impede their exercise. To ensure these rights, faculty members have the prerogative:

* To establish and implement academic standards
* To establish and enforce reasonable behavior standards in each class
* To refer disciplinary action to those students whose behavior may be judged to be disruptive under the Student Code of Conduct.