

FINC-6311 - 010

SMALL BUSINESS COMPETITION

GRADUATE SEMINAR



Course Description/Overview

This is a Graduate level Accounting/Finance seminar course designed to bring real-life experience and knowledge in the development and execution of accounting strategy for CPA seeking students. The course is interdisciplinary in nature, requiring students to apply knowledge and skills learned in previous courses to work with a local entrepreneur in formulating a business plan; operating in the local social, political, legal, and economic environment. Students will also be required to complete a Small Business Management Certification Program from the local Small Business Development Center and develop a business plan for creating a private accounting firm in a given market.

Course Syllabus Statement on Required Use of Masks/Facial Coverings by Students in Class at Angelo State University

While face coverings are not mandatory on campus, anyone who feels more comfortable wearing a face covering should know their decision is supported. Please realize that several entrepreneurs may require face masks as a condition of entry, of which we will support the policy of host organization.

Prerequisite Knowledge

Graduate student in good standing, completion of all undergraduate accounting core courses, and English 3352. Recommendation from a College of Business Faculty member, and the ability to attend various meetings within the city of San Angelo.

Course Technology and Fees

Students should be familiar with the use of word, excel and PowerPoint (or other acceptable presentation) software. Students will be expected to pay for several course required fees as related to outside activities such as Small Business Management Certification (approximately \$75) and the Gallup Entrepreneurial Profile Assessment (approximately \$25).

Students will be required to provide their own transportation to all off campus events.

Class Meeting Times

T/R 3:30 pm or as required by client and SBDC staff (expected required hours are 1.5 hours class time and 2-3 hours client/SBC staff interface weekly. All Small Business Management Certificate classes are expected to meet at the SBDC unless otherwise noted with the exception of start of semester classes).

Confidentiality

Due to the nature of information that will be made available from various members of the business community all students will be required to sign the attached "Appendix IV"

Faculty/Instructor Information

Name: Mr. Vincent Mangano

E-mail: vmangano@angelo.edu

Department: Accounting, Economics, and Finance

Phone: (325) 942-2386.

Address: P. O. Box 10891

San Angelo, TX 76909 USA

Office: RAS 251

The Technology Service Center (TSC) may be contacted by calling (325) 942-2911 or 1-866-942-2911 or by email at helpdesk@angelo.edu

Course Objectives

Learning Objectives:

Demonstrate knowledge of contemporary theory and practice in the field of business planning and strategic management by:

- a. Critically analyzing and evaluating Small Business goals.
- b. Evaluate a small business market opportunities.
- c. Develop and Evaluate a Small Business' Operating Plan.
- d. Develop and analyze the effectiveness of a Small Business' functional and competitive strategy.
- e. Present a compelling argument for the funding of a Small Business plan.

Explain special strategic issues associated with small businesses, entrepreneurial ventures, not-for-profit, and public sector organizations.

Explain the influence/opportunities of government and local Economies on business choices.

Demonstrate competency in team building skills as well as interpersonal, oral and written communications by preparing and presenting a professional-quality business plans in both written and presentation formats.

Demonstrate analytical thinking, critical analysis, problem solving, use of technology and use of current information resources in the research and preparation of a professional-quality business model.

Course Philosophy and Additional Skills Developed

This course is designed to engage students in real life experience; balanced with class discussion, field service and interaction with non-traditional lectures. Research has established that providing opportunities for active learning in the classroom usually improves the overall learning a student takes away from a course. Furthermore, the skills outlined below are critical to developing a desire for life-long learning required to succeed in an entrepreneurial environment. With this in mind, this class and the lectures have been developed to engage students in discussion, small group work, and other activities to actively engage your participation with the local community.

Therefore, the following ground rules are applied to the course:

1. Active participation - Everyone - students, professor, and visitors - will actively participate in the class on a daily basis. Attendance is not only expected, but imperative. A major portion of your course grade will be dependent upon your active involvement in the course.
2. Cooperation and Mutual Respect - As leaders, we must learn to create an atmosphere of trust in our work teams. This means appreciating the unique set of experiences, beliefs and values each member brings to class. Another important element of trust and respect is listening. Good leaders are notable for the ability to listen to others and ask meaningful questions. Respectful turn-taking in both sharing and listening is expected.
3. Problem-solving – You will be required to not only identify problems but also to generate solutions and make recommendations based on a logical and thorough analysis of the alternatives.
4. Individual accountability – All members of the class will be held responsible for their own learning as well as the learning within their individual project teams.

Course Textbook and Required Readings

Text book not required

Other readings are assigned in a timely manner as needed and are provided to you as PDF, MS Word format, or a link to an online resource will be provided.

Active participation and completion of the **SMALL BUSINESS MANAGEMENT CERTIFICATE PROGRAM** in addition to client work activities are mandatory for passing the class.

Grading Policies

This course employs the following to measure student learning.

Individual client assignment, SBDC assessment – 20%
 Appearance, Attitude, Academics, Autonomy, Accessibility, Advisory
 Small Business Certification – 30%;
 Entrepreneur interaction during site visits - 20%;
 Course Reflection - 20%;
 Participation – 10%



IMPORTANT:

ALL TEAM PROJECTS (CLIENT ASSIGNMENTS AND PRESENTATION) WILL BE GIVEN ONE GRADE; HOWEVER, INDIVIDUAL GRADES ON TEAM PROJECTS ARE DETERMINED BY FACUTY.

Due dates are noted on the Course Outline.

Angelo State University employs a letter grade system. Grades in this course are determined on a percentage scale:

A = 90 – 100 %
 B = 80 – 89 %
 C = 70 – 79 %
 D = 60 – 69 %
 F = 59 % and below.

Missed/Late Work

Because students will be working with real Clients, late assignments are unacceptable and will result in a letter grade penalty per class day. Penalties will be at the discretion of the faculty.

Participation/Absenteeism

Attendance is essential as a majority of class assignments will be completed while in class at the host entrepreneur. Excessive absences are unacceptable and will impact the grade received.

Final Exam

The final exam will be a Reflective Essay.

Academic Honesty and Integrity

Angelo State University expects its students to maintain complete honesty and integrity in their academic pursuits. Students are responsible for understanding and complying with the university Academic Honor Code and the ASU Student Handbook.

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It is the professor's intention to be as fair and impartial as is humanly possible. Therefore, all students will be asked to adhere to the same set of guidelines and rules UNLESS there are disabilities or documented extenuating circumstances that have been discussed with the professor and the Student Life Office. Please make sure you inform the professor as soon as any situation arises. Do NOT wait until the problem is compounded by poor class performance, poor attendance, etc.

Academic integrity is expected. This includes, but is not limited to, any form of cheating, plagiarism, unauthorized sharing of work, or unauthorized possession of course materials. The professor assumes that all students can be trusted. Please do not violate this trust. Violation of academic integrity will result in a failing grade for the course.

Courtesy and Respect

Courtesy and Respect are essential ingredients to this course. We respect each other's opinions and respect their point of view at all times while in our class sessions. The use of profanity & harassment of any form is strictly prohibited (Zero Tolerance), as are those remarks concerning one's ethnicity, life style, race (ethnicity), religion, etc.; violations of these rules will result in immediate dismissal from the course.

College of Business Code of Ethics

Students, faculty, administrators and professional staff of the College of Business should always:

- 🔔 Be forthright and truthful in dealings with all stakeholders
- 🔔 Take responsibility for one's actions and decisions
- 🔔 Serve as an example of ethical decision-making and behavior to others
- 🔔 Admit errors when they occur, without trying to conceal them
- 🔔 Respect the basic dignity of others by treating them as one would wish to be treated

Accommodations for Disability

As stated in the Angelo State University Operating Policy and Procedure (OP 10.15 Providing Accommodations for Students with Disabilities), the Student Life Office is the designated campus department charged with the responsibility of reviewing and authorizing requests for reasonable accommodations based on a disability, and it is the student's responsibility to initiate such a request by contacting the Student Life Office at (325) 942-2191 or (325) 942-2126 (TDD/FAX) or by e-mail at Student.Life@angelo.edu to begin the process. The Student Life Office will establish the particular documentation requirements necessary for the various types of disabilities.

Student absence for religious holidays

As stated in the Angelo State University Operating Policy and Procedure (OP 10.19 Student Absence for Observance of Religious Holy Day), a student who intends to observe a religious holy

day should make that intention known in writing to the instructor prior to the absence. A student who is absent from classes for the observance of a religious holy day shall be allowed to take an examination or complete an assignment scheduled for that day within a reasonable time after the absence.

Course Drop

To view information about how to drop this course or to calculate important dates relevant to dropping this course, you can visit

http://www.angelo.edu/services/registrars_office/course_drop_provisions.php.

Incomplete as a Course grade

As stated in the Angelo State University Operating Policy and Procedure (OP 10.11 Grading Procedures), the grade I is given when the student is unable to complete the course because of illness or personal misfortune. An "I" that is not removed before the end of the next long semester automatically becomes an F.

Grade Appeal Process <http://www.angelo.edu/content/files/14196-op-1003-grade-grievance>

As stated in the Angelo State University Operating Policy and Procedure (OP 10.03 Student Grade Grievances), a student who believes that he or she has not been held to appropriate academic standards as outlined in the class syllabus, equitable evaluation procedures, or appropriate grading, may appeal the final grade given in the course. The burden of proof is upon the student to demonstrate the appropriateness of the appeal. For complete details, see

COVID-19 Management Strategy

While face coverings are not mandatory on campus, anyone who feels more comfortable wearing a face covering should know your decision is supported.

... Each of us has a responsibility - in living our Core Values from "Integrity" to "Commitment" - to do our part to protect the well-being of ourselves, those we serve, and those we live with on a daily basis. Given the known science, we recommend individuals do two things to maximize protection against COVID-19:

1. Wear a facial covering.
Get a vaccination.

Ronnie D. Hawkins, Jr.
President, Office of the President
Angelo State University

Resources:

<https://www.angelo.edu/covid-19/>

Class Schedule

Designated Class: Tuesday - Thursday 3:30 - 4:45 -- 1:15 min

<u>Date</u>	<u>Meeting Subjects</u>
Aug. 24	Intro with Vince (Rassman 225)
Aug. 26	Introduce SBMCP Requirements and Ryan & Stella & Dave (Rassman 225)
Aug. 31	Introduce Advising Team – (SBDC) Meet SBDC Advisors, select teams, Review Business Plan Class
Sept. 2 thru Oct. 7	Work with Advisors
Oct. 11th (<u>Monday</u>),	BUSINESS PLAN DRAFT DEADLINE
Oct. 12 thru Oct 26	Entrepreneur visit (Finalists will be Notified on 26th)
Oct. 28 – Nov. 4	SBDC/ Entrepreneur visit
Nov. 8	Final Business Plan Competition DUE
Nov. 9	SBDC/TBD
Nov. 11	SBDC/TBD
<u>SATURDAY</u> , Nov. 13	BUSINESS PLAN COMPETITION PRESENTATION FOR FINALIST
November 16	Student Judging session
November 18	Class will attend COSADC Awards in its place Wednesday, November 17, 2021 - COSADC AWARDS
November 23	TBD
November 25	THANKSGIVING
November 30	STUDENT CERTIFICATE
December 04	Reflection Essay due

Given the nature of the class the class schedule is subject to change. Changes will be communicated as early as possible.

Appendix IV

The San Angelo Business Plan Competition 2021 Confidentiality Agreement for Competition Officials

TO: Competition Officials

I agree to participate in *The San Angelo Business Plan Competition 2016*, (the "Competition"). The purpose of the Competition is to select the business plan(s) that will foster entrepreneurial activities and long-term economic development for San Angelo. I acknowledge that during my participation in the Competition, I will have access to proposed business overviews and business plans submitted by Competition contestants, and that these documents may contain the proprietary ideas, inventions, and concepts of the contestants in the Competition. I further acknowledge that some of these documents may contain trade secrets, and understand that contestants may not have yet taken appropriate steps to patent, copyright or otherwise protect their intellectual property. I also acknowledge that disclosure of any intellectual property submitted under this competition shall not constitute authorization to make such information public.

In consideration of my participation in the Competition, I agree that only I will review the documents submitted to the Competition, and that I will take all reasonable efforts to hold the information in strict confidence. I further agree not to copy, reveal or disclose any information contained in the Competition documents to anyone outside of the Competition. I also certify that I will not use any information submitted to the Competition for my own benefit or the benefit of any organization with which I am affiliated. At the conclusion of the Competition, I agree to return all documents to the Competition Coordinators.

I understand that the above restrictions shall not apply to any information that: (1) may be in the public domain at the time of disclosure; (2) becomes publicly known through no wrongful act of mine; (3) are known to me at the time of disclosure or are independently developed by me; (4) are issued or disclosed with the approval of the contestants involved; (5) are furnished to a third party without similar restrictions on the third party's rights; (6) are received by me from a third party who has a lawful right to disclose it to me; (7) or, are disclosed pursuant to the requirements or requests of a governmental agency.

The above restrictions will apply during the Competition and for a period of two (2) years after the winners are publicly announced. During my involvement, I agree to abide by the Competition Guidelines and such other rules and guidelines which the Competition Coordinators may reasonably impose.

Date _____

Signature _____

Name (please print or type)