

ABIZ 1000 Introduction to Agribusiness Management

Spring 2021

Instructor Contact Information

Instructor Name:	Dr. Jared Carlberg
Office Hours or Availability:	Meeting times can be scheduled by appointment. Please email me to set up a time and we will have a Webex meeting.
Email:	Jared.Carlberg@umanitoba.ca

COURSE DESCRIPTION

U of M Course Calendar Description

Introduction to management principles applied to agribusiness. Topics covered will include cooperative and corporate organizations, financial analysis, marketing and planning. All students will prepare a business plan. Students will use spreadsheet skills with respect to processing information and preparing forecasts.

General Course Description

The calendar description above is pretty old and does not really capture all of what we will do in the course. ABIZ 1000 is a “survey course” which means it covers a broad array of topics, in this case in the field of Agribusiness Management. In addition to the areas mentioned in the calendar description above, we will cover topics such as human resource management, production & operations management, entrepreneurship, and some topics from economics. I do focus on agricultural examples where possible, but in general this should be considered an introductory business course.

COURSE MATERIALS AND TECHNOLOGY

Required textbook – Business Essentials, 9th Canadian Edition. Ebert, Griffin, Dracopoulos and Starke. You must use the electronic edition offered through the University of Manitoba Bookstore at the following link:

https://www.campusebookstore.com/integration/AccessCodes/default.aspx?bookseller_id=33&Course=ABIZ+1000+A01&frame=YES&t=permalink

The book is \$75.50 plus taxes. **The book is required** to gain access to the publisher’s website for this course, from which many of our course materials will come. You must buy the book to take this course,



and you must use the code you receive when you get the book to log into the publisher's website and get access to required course activities.

I am attempting to use UM Learn to carry out all of this semester's activities for this course, but sometimes there can be issues in terms of linking the textbook publisher's website with UM Learn. Hopefully it will go smoothly, but please be prepared for the occasional hiccup. We will do our best to work through any issues that might arise!

EXPECTATIONS AND POLICIES

I EXPECT YOU TO:

- Purchase the textbook and have access to the course materials by Thursday, January 20th.
- Attend every class session.
- Complete any component of the course for which credit is allocated (i.e. affects your grade) independently. You are not permitted to work with other students on assignments, quizzes or your business plan.

Class Communication:

You are required to obtain and use your University of Manitoba email account for all communication between yourself and the university. All communication must comply with the Electronic

Communication with Student Policy:

http://umanitoba.ca/admin/governance/governing_documents/community/electronic_communication_with_students_policy.html

Student Accessibility Services:

The University of Manitoba is committed to providing an accessible academic community. [Students Accessibility Services \(SAS\)](#) offers academic accommodation supports and services such as note-taking, interpreting, assistive technology and exam accommodations. Students who have, or think they may have, a disability (e.g. mental illness, learning, medical, hearing, injury-related, visual) are invited to contact SAS to arrange a confidential consultation.

Student Accessibility Services

520 University Centre

Phone: (204) 474-7423

Email: Student_accessibility@umanitoba.ca

This material is copyrighted by the course instructor in the year the course is offered. No audio or video recording of this material, lectures, or presentations is allowed in any format, in whole or in part. Course materials (both paper and digital) are for the participant's private study and research, and must not be shared. Violation of these and other Academic Integrity principles, may lead to serious disciplinary action.

COURSE SCHEDULE

Chapter in Text	Content
1	Understanding the Canadian Business System
2	The Environment of Business
3	Conducting Business Ethically & Responsibly
4	Entrepreneurship, Small Business, and New Venture Creation
5	The Global Context of Business
6	Managing the Business Enterprise
7	Organizing the Business Enterprise
8	Managing Human Resources & Labour Relations
9	Motivating, Satisfying & Leading Employees
10	Operations Management, Productivity and Quality
11	Understanding Accounting
12	Understanding Marketing Principles & Developing Products
13	Pricing, Promoting and Distributing Products
14	Money & Banking
15	Financial Decisions & Risk Management

COURSE ASSESSMENT

Business Plan	50%
Online Quizzes	20%
Assignments	30%

Given that we are working remotely this semester, there will be no exams in the course. That sounds great, I know, but believe me you will make up for it through the work you do on your business plan, which is the focus of this class. There will also be around 5 or 6 assignments covering a variety of topics as we work through the course material. Lastly, in order to help you keep up with the readings, there will be very frequent quizzes which will be completed online. It should be easy to get very good grades in these quizzes if you just keep up with the readings.

Grading

The following grading scale will be used. At my discretion a higher grade may be assigned than what is earned using the following scale.

Letter Grade	Percentage out of 100	Grade Point Range	Final Grade Point
A+	90-100	4.25-4.5	4.5
A	80-89.99	3.75-4.24	4.0
B+	75-79.99	3.25-3.74	3.5
B	70-74.99	2.75-3.24	3.0
C+	65-69.99	2.25-2.74	2.5
C	60-64	2.0-2.24	2.0
D	55-59.55	Less than 2.0	1.0
F	Less than 55		0

Assignment Extension and Late Submission Policy

Assignments must be submitted by 4:30 pm on the due date. Late assignments will be penalized 25% per day late or portion thereof.

Academic Integrity

Each student in this course is expected to complete their coursework and programs of study with integrity by making a commitment to the six fundamental values of honesty, trust, fairness, respect, responsibility and courage. <http://umanitoba.ca/student-supports/academic-supports/academic-integrity>

Academic integrity refers to referencing the work of others that you have used and completing your assignments independently unless otherwise specified

Plagiarism, duplicate submission, cheating on quizzes, tests, and exams, inappropriate collaboration, academic fraud, and personation are in violation of the Student Discipline Bylaw and will lead to the serious [disciplinary action](#). Visit the [Academic Calendar](#), [Student Advocacy](#), and [Academic Integrity](#) web pages for more information and support.

STUDENT SUPPORT

A list of academic supports available to Students, such as the Academic Learning Centre, Libraries, and other supports includes:

Writing and Learning Support

The Academic Learning Centre (ALC) offers writing and learning supports to help you throughout your academic program. These supports are offered online during the Covid-19 pandemic.

Make an appointment with an ALC writing tutor who can give you feedback at any stage of the writing process, whether you are just beginning to work on a written assignment or already have a draft. The ALC also has an English as an Additional Language (EAL) specialist available to work with students on improving their English-language academic writing skills.

Consult an ALC learning specialist or attend an academic skills workshop to improve your time management, learning strategies and test-taking strategies. Get support in select courses by making an appointment with an ALC content tutor. The ALC also offers peer-facilitated study groups called Supplemental Instruction (SI) for certain courses that students have typically found difficult. In SI study groups, students ask questions, compare notes, discuss content, solve practice problems, and develop new study strategies in a group-learning format.

In addition to one-to-one and group sessions, you can also find writing and study tip sheets and videos on the ALC website.

Academic Learning Centre services are free for U of M students. For more information, please visit the Academic Learning Centre website at: <http://umanitoba.ca/student/academiclearning/>

Contact the Academic Learning Centre by calling 204-480-1481 or emailing academic_learning@umanitoba.ca. Bannatyne students can contact the Bannatyne Student Services office at 204-272-3190.

University of Manitoba Libraries (UML)

Research begins at [UM Libraries](#). [Learn at the Libraries](#) is a great place to start, with information for students on academic writing, how to search the library, evaluating resources, and writing citations. As the primary contact for all research needs, your [liaison librarian](#) can play a vital role when completing academic papers and assignments. Liaisons can answer questions about locating appropriate resources or managing citations, and will address any other concerns you may have regarding the research process. Liaisons can be contacted by email or phone, and are also available to meet with you online. When working remotely, students can also receive help online through [Ask Us!](#) chat. For further detail about the libraries' services and collections, [visit the Libraries' web site](#). Regularly check our [COVID-19 Update](#) page for available library services and access to resources for Fall 2020

For 24/7 mental health support, contact the Mobile Crisis Service at 204-940-1781.

Student Counselling Centre

Contact SCC if you are concerned about any aspect of your mental health, including anxiety, stress, or depression, or for help with relationships or other life concerns. SCC offers crisis services as well as individual, couple, and group counselling. *Student Counselling Centre:*

<http://umanitoba.ca/student/counselling/index.html>

474 UMSU University Centre or S211 Medical Services Building (204) 474-8592

Student Support Case Management

Contact the Student Support Case Management team if you are concerned about yourself or another student and don't know where to turn. SSCM helps connect students with on and off campus resources, provides safety planning, and offers other supports, including consultation, educational workshops, and referral to the STATIS threat assessment team.

<http://umanitoba.ca/student/case-manager/index.html>

520 UMSU University Centre (204) 474-7423 (Student Support Intake Assistant)

University Health Service

Contact UHS for any medical concerns, including mental health problems. UHS offers a full range of medical services to students, including psychiatric consultation. Note that due to fire displacement, UHS is unable to provide in-person medical care on the Fort Garry Campus until October, 2020.

University Health Service <http://umanitoba.ca/student/health/>

(204) 474-8411 (Business hours or after hours/urgent calls)

Health and Wellness

Contact our Health and Wellness Educator if you are seeking information on health topics, including physical and mental health concerns, alcohol and substance use harms, or sexual violence. You can also access peer support from a *Healthy U* peer health educator.

Health and Wellness Educator

<https://umanitoba.ca/student/health-wellness/welcome-about.html>

britt.harvey@umanitoba.ca 469 UMSU University Centre (204) 295-9032

Sexual Violence Resource Centre

Contact SVRC if you have experienced sexual violence or are seeking information about how to help somebody else. SVRC provides inclusive, survivor-centred, trauma-informed services, such as consultation, referrals, safety planning, and a range of on-site supports, including counselling by Clinic.

Sexual Violence Resource Centre

<https://umanitoba.ca/student-supports/sexual-violence-support-and-education>

svrc@umanitoba.ca 537 UMSU University Centre (204) 474-6562 (Sexual Violence Intake and Triage Specialist)

All students are required to respect copyright as per Canada's *Copyright Act*. Staff and students play a key role in the University's copyright compliance as we balance user rights for educational purposes with the rights of content creators from around the world. The Copyright Office provides copyright resources and support for all members of the University of Manitoba community.

Visit <http://umanitoba.ca/copyright> for more information.

Your rights and responsibilities

As a student of the University of Manitoba you have rights and responsibilities. It is important for you to know what you can expect from the University as a student and to understand what the University expects from you. Become familiar with the policies and procedures of the University and the regulations that are specific to your faculty, college or school.

The [Academic Calendar](http://umanitoba.ca/student/records/academiccalendar.html) <http://umanitoba.ca/student/records/academiccalendar.html> is one important source of information. View the sections *University Policies and Procedures* and *General Academic Regulations*.

While all of the information contained in these two sections is important, the following information is highlighted.

- If you have questions about your grades, talk to your instructor. There is a process for term work and final **grade appeals**. Note that you have the right to access your final examination scripts. See the Registrar's Office website for more information including appeal deadline dates and the appeal form <http://umanitoba.ca/registrar/>
- You are expected to view the General Academic Regulation section within the Academic Calendar and specifically read the **Academic Integrity** regulation. Consult the course syllabus or ask your instructor for additional information about demonstrating academic integrity in your academic work. Visit the Academic Integrity Site for tools and support <http://umanitoba.ca/academicintegrity/> View the **Student Academic Misconduct** procedure for more information.
- The University is committed to a respectful work and learning environment. You have the right to be treated with respect and you are expected to conduct yourself in an appropriate respectful manner. Policies governing behavior include the:

Respectful Work and Learning Environment

http://umanitoba.ca/admin/governance/governing_documents/community/230.html

Student Discipline

http://umanitoba.ca/admin/governance/governing_documents/students/student_discipline.html

Violent or Threatening Behaviour

http://umanitoba.ca/admin/governance/governing_documents/community/669.html

- If you experience **Sexual Assault** or know a member of the University community who has, it is important to know there is a policy that provides information about the supports available to those who disclose and outlines a process for reporting. The **Sexual Assault** policy may be found at:

http://umanitoba.ca/admin/governance/governing_documents/community/230.html

More information and resources can be found by reviewing the Sexual Assault site

<http://umanitoba.ca/student/sexual-assault/>

For information about rights and responsibilities regarding **Intellectual Property** view the policy:

https://umanitoba.ca/admin/governance/governing_documents/community/235.html

For information on regulations that are specific to your academic program, read the section in the Academic Calendar and on the respective faculty/college/school web site

<http://umanitoba.ca/faculties/>

Contact an **Academic Advisor** within our faculty/college or school for questions about your academic program and regulations <http://umanitoba.ca/academic-advisors/>

Student Advocacy

Contact Student Advocacy if you want to know more about your rights and responsibilities as a student, have questions about policies and procedures, and/or want support in dealing with academic or discipline concerns.

<http://umanitoba.ca/student/advocacy/>

520 University Centre 204 474 7423

student_advocacy@umanitoba.ca

Using Copyrighted Material

Please respect copyright. We will use copyrighted content in this course. I have ensured that the content I use is appropriately acknowledged and is copied in accordance with copyright laws and university guidelines. Copyrighted works, including those created by me, are made available for private study and research and must not be distributed in any format without permission. Do not upload copyrighted works to a learning management system (such as UM Learn), or any website, unless an exception to the *Copyright Act* applies or written permission has been confirmed. For more information, see the University's Copyright Office website at <http://umanitoba.ca/copyright/> or contact um_copyright@umanitoba.ca.