

I. COURSE DESCRIPTION:

A. Department Information:

Division: Business & Information Technology
Department: Business Administration
Course ID: BUSAD 222
Course Title: Independent Study in Business Administration
Units: 1-3
Lecture: None
Laboratory: 3-9 hours

B. Catalog and Schedule Description:

Assigned projects involving research and analysis of selected topics or directed study for students who are interested in furthering their knowledge of business administration on an independent study basis. For each unit earned, students are required to devote three hours per week throughout the semester. Enrollment limited to those who meet independent study criteria. Prior to registration, a contract must be prepared. See instructor for details.

II. NUMBER OF TIMES COURSE MAY BE TAKEN FOR CREDIT: 3, for a maximum of 3 units

III. EXPECTED OUTCOMES FOR STUDENTS:

Students gain knowledge and skill, which increases the confidence and self-esteem through the successful completion of an independent study course.

IV. CONTENT:

Content is appropriate to the project as determined by the supervising faculty member after a comprehensive review of the student's academic history and goals. The content will be specified in the contract agreement between the student and instructor.

V. METHODS OF INSTRUCTION:

Methods of instruction will vary with the individual project but will include the following:

- A. guided investigation
- B. suggested reading
- C. mentoring
- D. review, comment, and feedback, both orally and in writing
- E. experiments, demonstrations, reports, or other work products as deemed appropriate by the instructor.

VI. TYPICAL ASSIGNMENTS:

- A. Reading Assignments
Selected assignments as deemed appropriate by the instructor.
- B. Writing Assignments
 - 1. Draft written progress reports during the semester. (An oral report may be substituted as the discretion of the instructor.)
 - 2. A final written project report of composition and format as determined by the instructor.

VII. EVALUATION:

The method of evaluation will be specified by the instructor in the contract agreement between the student and instructor. At a minimum these will include:

- A. Regular progress reports by the student to the instructor either orally or in writing.
- B. A final written project report of composition and format as determined by the instructor.

VIII. TYPICAL TEXT(S): As appropriate for the project

IX. OTHER SUPPLIES REQUIRED OF STUDENTS: As appropriate for the project