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**Evaluation Procedure**

Term Work	10%
Group Project:	35%
Proposal (5%)	
Written Report (20%)	
Oral Presentation (10%)	
Mid-term exam	20%
Final exam	35%
Total	100%

**Notes**

**Students must earn at least 50% of the total exam marks to pass the course.** The final exam is weighted at almost double the mid-term, so failing grades on the mid-term exam can be made up with a good score on the final exam.

Work that is submitted late may be rejected or subject to loss of marks **at the discretion of the professor**. However, after 5 days (including weekends and holidays), no work will be accepted for grading. All materials submitted for grading must be professionally presented and WILL be marked for spelling and grammar as well as content.

**Attendance**

There is a direct correlation between attendance and participation in class and a good academic grade. It is highly recommended that students read text materials before classes. Any work missed as a result of failure to attend class is the responsibility of the student.

**Team Work**

The term work grade will be based the individual professor's decisions. It may include (but not be limited to) quizzes, presentations, class participation, attendance, in-class work, and individual assignments.

**Term Project**

The Term Project is a group project. The individual grades will be subject to performance reviews by each team member. Details will be provided by your professor.

**Required Texts/Resources**

CB, 2<sup>nd</sup> Canadian Edition, by Babin, Harris & Murray. (2017/2014), Toronto: Nelson  
ISBN-13 978-0-17-657038-5



## **SKILLS ACROSS THE BUSINESS CURRICULUM**

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The Okanagan School of Business promotes core skills across the curriculum. These skills include reading, written and oral communications, computers, small business, and academic standards of ethics, honesty and integrity.

## **STUDENT CONDUCT AND ACADEMIC HONESTY**