

Dakota College at Bottineau Course Syllabus

Course Prefix/Number/Title: BADM 297

Number of credits: 1-4 Credits

Course Description: Practical application of classroom principles in a professional setting

Pre-/Co-requisites: Final Semester

Course Objectives:

- Utilization of skills learned in the classroom in a professional environment
- Professionalism
- Market skills
- Networking
- Ability to communicate and interact with customers in business interactions
- Understanding of career and field expectations

Instructor: Keri J. Keith

Office: TH 205

Office Hours: MWF 1-2 and T/R 2-3:00

Phone: 701-228-5624

Email: Keri.keith@dakotacollege.edu

Lecture/Lab Schedule: Varies

Textbook(s): None

Course Requirements:

Completion of all Co-op paperwork

Successful completion of 45 hours of work at co-op location

Evaluation completed by student

Evaluation completed by employer

Tentative Course Outline: Meeting times vary. Completed either on campus or off campus. Meetings will be scheduled based upon needs and schedule of the student

General Education Goals/Objectives:

Relationship to Campus Theme: Utilizing both communication and technological skills in a work environment.

Classroom Policies: NA

Academic Integrity: Cheating or plagiarism will result in the grade of 0 for all work completed.

Disabilities and Special Needs: Please contact me regarding any special needs or circumstances.