

Dakota College at Bottineau Course Syllabus

Course Prefix/Number/Title:

BADM 260 – Principles of Retailing

Course Description:

This course introduces students to retail operations and management. The evolution of retailing and its present role in the marketing system is examined, as well as the impact of various trends upon retail institutions. Other major areas covered include: the determination of a target market, site selection and store design, store organization, merchandising, pricing, staffing and training employees, store promotion, customer services, and control of store operations.

Course Objectives:

After taking this course students should be able to:

- Understand and effectively explain the complex discipline of retailing.
- Comprehend basic retailing strategies including retail market strategy, finance strategy, and location strategy.
- Evaluate merchandise assortment, buying systems and merchandise pricing.
- Analyze and critically discuss store layout, design, visual merchandising and customer service.

Analyze and discuss diversity as it affects retailing

Instructor:

Keri J. Keith

Office:

Thatcher Hall 205

Office Hours:

1:00 – 2:00 pm: Monday, Wednesday and Friday

11-12:00 pm: Tuesday and Thursday

Phone:

701-228-5624

Email:

keri.keith@dakotacollege.edu

Lecture/Lab Schedule:

MWF: 11-11:50

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Textbook(s):

Retailing Management, 7th Edition – Levy and Weitz. ISBN: 978-0-07-338104-6

Course Requirements:

Course requirements consist of class participation, assignments, quizzes, and exams.

Grade Weighting

Ch2 DQ:	15 points
Case 2:	15 points
Ch3 DQ:	15 points
Case 4:	15 points
Ch 8 DQ:	20 points
Exam 1:	100 points
Exam 2:	100 points
Case 18:	15 points
DQ Pg 275:	15 points
Exam 3:	100 points
Merch. Mgmt:	100 points
Pg 410 DQ	10 points
Store Layout:	100 points
Exam 4:	100 points
<u>Participation:</u>	<u>80 points</u>
Total:	800 points

Grading Scale

90% - 100%	A
80% - 89%	B
70% - 79%	C
60% - 69%	D
Less than 60%	F

Tentative Course Outline

Date	Activity
August 27	Introduction, syllabus, student introductions.
August 29	Lecture chap 1
September 1	No class - Labor Day
September 3	Lecture chap 2
September 5	Finish Lecture, Chap 2. Answer questions 1, 2, 9, 10 on page 66. Lecture Chapter 3, part 1
September 8	Lecture Chapter 3, part 1
September 10	In Class Assignment: Read Case 2 on page 577. Answer questions 1-3 in paragraph format.
September 12	Lecture Chapter 3, part 2 Assignment: Answer discussion questions 1,2,4,6 on page 94.
September 15	In Class Assignment: Lecture Chapter 4, part 1
September 17	Lecture Chapter 4, part 2
September 19	In Class Assignment: Read Case 4 on page 579. Answer questions 1-3.
September 22	Lecture Chapter 5
September 24	Review Exam 1
September 26	Exam 1
September 29	Lecture Chapter 7
October 1	Review exam 1 results. Lecture second half of Chapter 7
October 3	Chap 8
October 6	Keri Gone to Conference - In class complete Discussion Questions and Problems page 244 - 1-10 due
October 8	Assessment Day – No Class

October 10	Lecture Chapter 9
October 13	Lecture Chapter 9.
October 15	Lecture Chapter 9.
October 17	Lecture Chapter 9..
October 20	Discussion Questions - Page 275 1-11
October 22	Review for Exam 2
October 24	Exam 2
October 27	Lecture, Chap 11
October 29	Complete Lecture, Chap 11,
October 31	Case 18- p599
November 3	Lecture, Chap 12
November 5	Lecture, Chap 14
November 7	Assignment: p 410 DQ's: 1,2,4,6.
November 10	Lecture, Chap 15
November 12	Review for Exam 3
November 14	Exam 3
November 17	Merchandise management project and Lecture, Chap 17
November 19	Finish Chap 17
November 21	Lecture, Chap 19
November 24	Work on merchandise management project
November 26	Lecture, Chap 18 Merchandise management project due.

November 28 No class, Thanksgiving	Enjoy your break!
December 1	Assignment: Store Layout Model Project
December 3	Work on Store Layout Model Project
December 5	Work on Store Layout Model Project
December 8	Present Store Layout Model Project
December 10	Present Store Layout Model Project. Review Exam 4
December 12	Exam 4
	You may pick up your final exam grade and final class grade the week of 12/15. Thanks and have a great break!

Relationship to Campus Theme:

A focus on the growing “green” movement in business marketing and management. Also addressing consumption and the new technologies that are affecting the business industry. Students will also understand how to utilize these new ideologies and tools to their benefit, as well as the benefit of the world and society as a whole as emerging leaders.

Classroom Policies:

Absences and Assignment Due Dates: If a student must miss class, he/she must contact the instructor within 24 hours of the class period. Late assignments will be docked 10% per day late. This is the policy for all assignments in all circumstances. If you email me an assignment, you will get a reply from me to verify that I have received the assignment. If you do not get a receipt from me, I did not get the assignment. It is your job to ensure that I have received the assignment, so if you do not get a response from me within 24 hours of submitting your assignment by email, you need to resend the email. The assignment continues to lose 10% per day during this time.

Attendance and participation is expected. Ten percent of your grade is based solely on attendance and participation. You are responsible for the activities of each class period. If you know of a conflict ahead of time, you are welcome to submit assignments early.

If you miss an exam you must contact me within 24 hours of the missed exam to arrange for a time to make up the exam. Exams must be made up within 72 hours of the original exam time. If you do not contact me within 24 hours a grade of 0 will be entered for the exam that was missed. Students are only allowed to make up **ONE** exam per course. The exam grade will be docked 10% per day for late points.

Electronic Devices: Silence cellular phones, pagers, CD players, radios, and similar devices in the classroom and laboratory facilities. Reasonable laptop-size computers may be used in lecture for taking notes. If this is an IVN course, cell phone must be turned off at all times in

class! I will not tolerate texting, playing games, watching videos or anything else that is disruptive to the class and others around you. You will be asked once to put the phone away, if asked again you will be asked to leave.

Do NOT wear headphones during tests. They are not allowed.

This class will be a place where all thoughts are welcome, no one fears sharing their opinion, and minds are open to new ideas. You have all EARNED the opportunity to be here by completing the same criteria, thus making you equals. As emerging leaders, you are expected to show respect for each other's differences. Conflicting opinions are part of life and will create dynamic discussions. The instructor reserves the right to end these discussions and the participants will agree to disagree.

It is your responsibility to keep all assignments that are graded and handed back to you. In the case of a grade dispute, it is the student's responsibility to provide past assignments to confirm grades.

The syllabus is a living document that is subject to change. All assignments will be confirmed during the class prior to their due date. The instructor reserves the right to allow the class agenda to fluctuate as the course progresses.

Electronic Communication: If you are contacting me through email – you must use your Dakota College email account. Emailed assignments that are not sent through your Dakota College account will not be accepted. This is a school-wide policy.

Academic Integrity:

Plagiarism: To plagiarize is to “steal and pass off the ideas or words of another as one's own” (*Webster's Dictionary*). **Plagiarism will not be tolerated in this course.** When completing a research paper, it is necessary to cite all information gathered from other sources - including direct quotations and paraphrases - within the text of the paper using parenthetical notes at the end of the documents in a works cited list. A handout regarding the MLA guidelines is available at the writing center if you would like further information. Students are expected to follow MLA guidelines for the research paper. If you have any questions - please contact myself or go to the learning center for more information. **Students found plagiarizing material will receive a “0” for the assignment.**

Cheating: Cheating will not be tolerated. Any student found to be cheating will receive a 0 on the assignment; an additional incidence of cheating will result in the student being dismissed from the course.

Disabilities and Special Needs:

If you have any condition, such as a physical or learning disability, for which you need extra assistance, please inform me immediately. If you have already met with Student Development personnel, please provide me with information regarding your special needs as soon as possible so that appropriate accommodations can be made.