Course Information

COURSE DESCRIPTION
This course is designed to facilitate your transition into the University of Florida’s Warrington College of Business Administration. The Warrington Welcome/First-Year Florida program will enhance the development of academic and personal skills supporting success in the Warrington College of Business and familiarize you with campus and college resources. Active participation in learning, including open discussion of student issues, will help you make the most of this experience.

COURSE OBJECTIVES
Warrington Welcome seeks to create a learning environment which emphasizes:

- Skills for academic, personal, and professional success in college
- Appreciation for and commitment to a diverse learning community
- Personal, social, emotional, and intellectual skills necessary for service and leadership in the university community
- Self-awareness and goal planning
- Acclimation and connection to the Warrington college and its resources

This course connects students to three key resources at UF: (1) a faculty/staff member who is committed to first-year student success; (2) an undergraduate peer leader who is experienced in the transition from high school to college; and (3) other first-year students who will form a diverse learning community.

Office Hours
By appointment: Heavener 308
Please call 352-273-0151 to schedule an appointment with Jason, or email johmcd@ufl.edu for John.

Jason Ward M.Ed., Ed.S
Jason.Ward@warrington.ufl.edu
352-273-0151

Jason earned a B.A. in Psychology from Northern Illinois University and M.Ed and Ed.S in Counseling from University of Florida. Jason now serves as the Associate Director of International Programs in the College of Business. He has traveled with students to Europe and most recently to China, where he led a Heavener internship program. His top 5 themes are: Restorative, Achiever, Woo, Ideation, and Input.

John McDermott
johmcd@ufl.edu  551-497-3608

John is a Senior at the University of Florida where he is pursuing a General Business major. His freshman year, he got involved with the Freshman Leadership Council and BUMP. In addition to being a WW peer leader he is a First Year Florida peer leader and peer mentor and is an International Programs Student Ambassador for the Business College. He loves pizza, travelling and Gator sports teams. He studied abroad in the spring semester of his sophomore year in Sydney, Australia. His top strengths are: Restorative, futuristic, consistency, harmony and achiever.
Our Class Philosophy

1. Our class will be relevant, informative, and fun.
2. All assignments serve a purpose and will help you in your personal and professional development.
3. Come to class prepared. You will benefit most when you put forth your best effort.
4. Always be respectful and mature towards your instructor, peer leader, and fellow classmates.
5. Your participation is crucial. You are expected to engage in class discussions and be an active listener.
6. Feel free to ask questions, but check your syllabus first!
7. You are now the driver of your education. Your instructors are your advisors and advocates at UF.

ADA Statement

UF provides high-quality services to students with disabilities, and we encourage you to take advantage of them. Students with disabilities needing academic accommodations should 1) Register with and provide documentation to Disability Resources (http://www.dso.ufl.edu/drp/), and 2) Bring a letter to the instructor from Disability Resources indicating that you need academic accommodations. Please do this as soon as possible, preferably within the first week of class.

Attendance Policy

Students are expected to be punctual in class and remain in the classroom for the entire class session, as they would in any business appointment, unless an urgent need arises or prior arrangements have been made with the instructor (and documentation has been provided). Please see the University’s policy for Religious Holidays. Tardiness is unacceptable and results in reduced credit. Two tardy attendances will result in one absence. If you anticipate being absent, send an email in advance to the instructor and peer leader with an explanation.

Electronic Devices

Laptops and other electronic devices should be used with discretion and only as permitted by the instructor for work directly related to the class content. Emailing, texting, and web surfing are inappropriate behaviors during class time. If a legitimate need arises, student should get permission to use phone/internet from the instructor in advance.

ACADEMIC HONOR CODE
AND ACADEMIC HONESTY

Preamble: In adopting this Honor Code, the students of the University of Florida recognize that academic honesty and integrity are fundamental values of the University community. Students who enroll at the University commit to holding themselves and their peers to the high standard of honor required by the Honor Code. Any individual who becomes aware of a violation of the Honor Code is bound by honor to take corrective action. The quality of a University of Florida education is dependent upon community acceptance and enforcement of the Honor Code.

Pledge: On all work submitted for credit by students at the University of Florida, the following pledge is either required or implied:

"On my honor, I have neither given nor received unauthorized aid in doing this assignment."

An academic honesty offense is defined as the act of lying, cheating, or stealing academic information so that one gains academic advantage. As a University of Florida student, one is expected to neither commit nor assist another in committing an academic honesty violation. Additionally, it is the student's duty to report observed academic honesty violations. Violations of the Honor Code and academic dishonesty will not be tolerated. Specifically, instructors will rigorously pursue incidents of plagiarism of any type or incidents of referring to any unauthorized material for any class requirement. Before submitting any work for this class, please read the policies about academic honesty at www.dso.ufl.edu/sccr, and ask the instructors to clarify any expectations you do not understand.

THE HONOR CODE

We, the members of the University of Florida community, pledge to hold ourselves and our peers to the highest standards of honesty and integrity.

FOR INFORMATION VISIT: http://www.dso.ufl.edu/sccr/process/student-conduct-honor-code/
Overview of Assignments

Warrington Welcome requires college level work and accountability. You are responsible for knowing and understanding the content of the syllabus and course website. Assignments must be submitted in person on the day they are due.

Note: Late assignments will NOT be accepted and will result in ZERO points.

StrengthsQuest: (Sep. 17)
StrengthsQuest gives students the opportunity to build on their greatest talents – the way in which they most naturally think, feel, and behave as unique individuals.
Due: Bring completed report and worksheets to class

Holland Career Quiz: (Sep. 17)
The Holland Code is a system to classify job categories, interest clusters, or work personality environments. This is an exercise to evaluate what type of environments and people you prefer to work with.
Due: Bring completed worksheet to class

Vision Mapping: (Sep. 24)
This activity gives you a chance to dream, fantasize, and examine your many ideas and plans for the future.
Due: Bring completed map and reflection to class

Resume & Revisions: (Oct. 8) (Oct. 29)
A great resume is essential to obtaining internships, jobs, and leadership opportunities in college and beyond.
Due: Submit two copies of your current resume and then an updated version after our resume seminar

Ethics Discussion and Case Presentation: (Nov. 5)
After a discussion about business ethics, you and your team will solve an ethical business dilemma and present your case to a panel of judges from the Heavener Ethics Ambassadors.
Due: Present case to class

College Plan: (Dec. 3)
This activity will help you plan for your time in college and beyond, allowing for exploration and experimentation.
Due: Complete Popplet and present to class

Required Out Of Class Experiences

Warrington Welcome is designed to engage you in the UF community through out of class activities. The attendance and participation policy for these activities will follow the same guidelines as class.

Business Bash
Thurs. Sep 1, 5 pm—7 pm
Reitz Union Grand Ballroom
Each of Heavener’s 40 business organizations and leadership programs will be represented at this event. Here you will be able to speak with current members about possible involvement opportunities. Submit a photo of yourself at one of the tables, preferably with people at the table, and a 1 page summary about what you learned at the event.

Gator Plunge Day of Service
Sat. Sept 24, 8 am - 1 pm
Meet at Rion Ballroom [Reitz Union, 3rd floor]
In an effort to give back to the Gainesville community, our class will participate in Gator Plunge a single-day service project where hundreds of volunteers commit their morning to helping others. More information to come. Submit a 2 page paper about what you learned

Heavener Career Week
September 26—September 30
Heavener Hall (See website for specific locations)
Meet employers to learn about career paths and connect with industry professionals. Chose one of over 30 professional workshops. HINT: 80% of HCW sessions occur on Monday and Wednesday. You may be disappointed if you try to attend a Thursday or Friday session and there aren't enough seats. Submit a 1 page summary about what you learned at the event.

Human Library
Thursday, October 6
Reitz Union Grand Ballroom
The Human Library is an event that celebrates human differences by promoting open dialogue about topics such as stereotypes, discrimination, hardship, and perseverance. Readers (students) borrow a human book who will tell their personal story. To receive credit, students much “check out” two books of your choice.
Extra Credit Opportunities

Students are allowed to complete **THREE** of the extra credit assignments and submit the appropriate materials by the last class to receive credit. Each extra credit assignment is worth 2 points for a maximum of 6 points of extra credit.

**One-on-one Meeting with Co-Instructor**
*By appointment*
John will be available to meet with you throughout the semester on various topics he will announce in class. Each week, here the topic of the week and sign up to schedule your meeting time for the upcoming week.

**Complete CHOMP Training Module**
*Due prior to last day of class*
This assessment is offered by the Career Resource Center and provides a comprehensive summary of majors and careers that may be a good fit for you based on your indicated strengths, interests, and values. **To receive credit, submit a screenshot of your results page.**

**Complete Go Global Research Paper**
*Due prior to last day of class*
Follow the handout (on Canvas) to complete a short investigation of international study opportunities available to you. **Submit completed worksheet.**

**Attend the Global Gathering**
*Tues. Sep 6, 6:30 p.m. Hough Hall, 120*
Meet international business students from all over the world and learn about affordable opportunities for international study. **Submit a 1 page reflection paper and a photo with one of the exchange students.***

Suggested Reading

*You Majored in What?: Mapping Your Path from Chaos to Career*
2010 Edition, Author: Katharine Brooks
Available through Amazon

Course Model

**Where are you Now?**
- Survey of strengths
- Survey of interests
- Survey of values and ethics
- Personal branding

**Resources/Opportunities**
- Academic opportunities
- Involvement opportunities
- Professional development
- International opportunities

**Where are you going?**
- Network building
- Professional profile
- Academic plan
- Career preparation
ASSIGNMENTS

WW is a college level course. The assignments that you turn in should be college level work. You are responsible for knowing and understanding the content of the syllabus.

All assignments should be typed and double-spaced. The font should be 12 point Times New Roman with 1" page margins. Assignments will only be accepted by email or hard copy, submitted before the day and time that it is due. Print your name at the top of the first page of the assignment and number each additional page. If you use a quotation, please cite it according to the 5th edition of the American Psychological Association’s Publication Manual.

Please note: Late work will not be accepted.

Grading

Grades will be based on the scale below with a total of 100 points possible:

<table>
<thead>
<tr>
<th>Grade</th>
<th>Points</th>
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<tbody>
<tr>
<td>A</td>
<td>93-100</td>
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<tr>
<td>B</td>
<td>80-82</td>
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<tr>
<td>D+</td>
<td>67-69</td>
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<tr>
<td>A-</td>
<td>90-92</td>
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<tr>
<td>C+</td>
<td>77-79</td>
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<tr>
<td>D</td>
<td>63-66</td>
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<tr>
<td>B+</td>
<td>87-89</td>
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<tr>
<td>C</td>
<td>73-76</td>
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<tr>
<td>D-</td>
<td>60-62</td>
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<tr>
<td>B</td>
<td>83-86</td>
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<tr>
<td>C-</td>
<td>70-72</td>
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<tr>
<td>E</td>
<td>0-59</td>
</tr>
</tbody>
</table>

Points will be detracted for spelling errors, typos, and failure to follow directions.

<table>
<thead>
<tr>
<th>Assignment</th>
<th>Possible Points</th>
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</thead>
<tbody>
<tr>
<td>Class Attendance and Participation - (3 points per class/14classes)</td>
<td>42</td>
</tr>
<tr>
<td>Business Bash Photo &amp; Reflection</td>
<td>5</td>
</tr>
<tr>
<td>Human Library</td>
<td>4</td>
</tr>
<tr>
<td>Heavener Career Week</td>
<td>4</td>
</tr>
<tr>
<td>Strengths Quest Worksheet</td>
<td>5</td>
</tr>
<tr>
<td>Holland Career Code Worksheet</td>
<td>5</td>
</tr>
<tr>
<td>Vision Mapping</td>
<td>5</td>
</tr>
<tr>
<td>Resume</td>
<td>2.5</td>
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<tr>
<td>Resume with Revision</td>
<td>2.5</td>
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<tr>
<td>College Plan</td>
<td>5</td>
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<tr>
<td>Community Service: Participation and Paper</td>
<td>10</td>
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<tr>
<td>Ethics Case Presentation</td>
<td>10</td>
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<tr>
<td><strong>TOTAL</strong></td>
<td><strong>100</strong></td>
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</tbody>
</table>
## Course Schedule

<table>
<thead>
<tr>
<th>Date</th>
<th>Topic</th>
<th>Assignments Due</th>
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</thead>
</table>
| Aug 25  | **Class 1: Welcome to Shark Tank**  
Objectives, Syllabus, e-Learning overview |                                     |
| Sep 1   | **Class 2: The Amazing Race**  
Business building, Campus resources, Time management |                                     |
| Sep 1 - eve | **Required Event: Business Bash**  
5-7 PM in Reitz Union Grand Ballroom | **DUE:** Attend Business Bash       |
| Sep 6   | **Required Event: Global Gathering**  
6:30 to 8 PM in Hough Hall, room 120 | **DUE:** Attend Global Gathering    |
| Sep 8   | **Class 3: A "Major" Decision**  
Understanding business majors and minors | **DUE:** Business Bash Paper        |
| Sept 15 | **Class 4: The "Profits" of Business Ethics**  
Ethics discussion and case launch | **DUE:** Vision Mapping Assign.     |
| Sept 22 | **Class 5: Modern Family**  
Human Library presentation |                                     |
| Sept 24 | **Required Event: Gator Plunge**  
Must register with Center for Leadership and Service in advance | **DUE:** Attend 5 hour service      |
| Sept 26-30 | **Required Event: Heavener Career Week**  
Must bring a valid Gator 1 ID card. Business casual dress required | **DUE:** Attend at least one session |
| Sept 29 | **Class 6: Holds, registration, and tracking, oh my!**  
Degree audit, universal tracking, advanced registration | ***Bring LAPTOPS to class***         |
| Oct 6   | **Class 7: The Ethics Hunger Games**  
Case competition...to the death—jk | **DUE:** Case Presentations         |
| Oct 6 - eve | **Required Event: Human Library**  
Arrive early to have best selection of books | **DUE:** Attend two sessions        |
| Oct 13  | **Class 8: The Apprentice**  
Involvement and professional development | **DUE:** Resume                     |
| Oct 20  | **Class 9: Extreme Resume Makeover**  
Education, Involvement, Experience, Cover letters | **DUE:** Revised Resume             |
| Oct 27  | **Class 10: The X Factor**  
Personal branding, Introduction to strengths |                                     |
| Nov 3   | **Class 11: The A-Team**  
Strengths and values | **DUE:** StrengthsQuest Assign.     |
| Nov 10  | **Class 12: The Road to ahead...Destinations, Drives, and Detours**  
DUE: Holland Career Assign. |                                     |
| Nov 17  | **Class 13: Alice in Wonderland—Going Global**  
International experiences and study abroad |                                     |
| Nov 24  | **THANKSGIVING HOLIDAY NO CLASS** |                                     |
| Dec 1   | **Class 14: Friends**  
Class wrap-up, Final Jeopardy | **DUE:** College Plan  
**DUE:** Extra credit |

*Please note:* This syllabus is a work in progress and may change as the semester progresses. The complete assignments and syllabus will be available on the E-learning website.