COURSE DESCRIPTION
This course is designed to assist your transition into the University of Florida's Warrington College of Business. The Warrington Welcome (WW) program will emphasize the development of academic and personal skills supporting success in Warrington, as well as familiarize you with campus resources. Active participation in learning, including openly discussing student issues, will help you make the most of this experience.

COURSE OBJECTIVES
Warrington Welcome educates new students to maximize their learning and development by creating environments which provide opportunities for:

- Skills for academic and personal success
- Appreciation for and commitment to a diverse learning community
- Personal, social, emotional, and intellectual skills necessary for involvement in leadership and service in the university community
- Acclimation and connection to the Warrington College and its resources

This course also connects students to key resources at UF: a faculty/staff member who is committed to first-year student success; an undergraduate peer leader who is experienced in the challenges of making a successful transition from high school to college; and other first-year students.

INSTRUCTOR INFO
Lisa D’Souza
Lisa.dsouza@warrington.ufl.edu
352-273-0150

Lisa received her B.S. degrees in Business Management and Psychology, and her M.Ed. in Student Personnel in Higher Education all from the University of Florida. She spent three years working in human resources, including her role as a College Recruiter for JCPenney. She currently serves as the Director for Career and Leadership Programs in the Heavener School of Business. In her spare time, she enjoys traveling and spending time with her family, friends, and pet bird. Her top 5 themes are: Harmony, Empathy, Consistency, Achiever & Responsibility.

Lisa’s Office Hours
By appointment, call (352) 273-0150 to schedule. When you arrive, please check in at Heavener 333

Ivan Levy Hara
levyhariaivan@ufl.edu

Ivan is a senior pursuing two degrees, one as an undergraduate student in finance, and one as a graduate student in international business. He has spent the last summer studying abroad in Rome, Italy. On campus, Ivan is actively involved in the Heavener Leadership Challenge and his fraternity. In his free time, Ivan enjoys stadiums, hanging out with friends, and flying. His top 5 themes are: maximizer, responsibility, woo, communication & consistency.
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/scr, and ask the instructors to clarify any expectations you do not understand.

Our Mindset for Class

1. Our class will be relevant, informative, and fun.
2. All assignments serve a purpose and will help in your personal and professional development.
3. Come to class prepared. You will benefit most from assignments into which you put 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. Don’t be afraid to ask questions, but check your syllabus first! We are here to help you make the most of your UF experience.

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/drpl/), 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 attendance 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 and let us know at least a week in advance. Two tardy attendances will result in one absence.

Gatorlink Email

Students in WW are required to have and use their GatorLink account for all UF related e-mail functions. Official university communications are sent to students at this e-mail address. The instructor and peer leader will also be communicating with you through this e-mail address. Please make sure to check your GatorLink account periodically.
Warrington Welcome Model

Warrington Welcome aims to facilitate your career exploration and professional development by exposing you to paths and resources that exist in our college. The beginning of the course helps you identify where you are currently, by discovering your strengths and reflecting on your past experiences. The second part of the course is focused on introducing you to a variety of resources to help you achieve your goals, from business majors and minors to leadership opportunities in the college. At the end of the course, you will develop a four-year plan outlining all of the steps you need to reach your academic and professional goals.

STEP 1: WHERE ARE YOU NOW?
- Strengths
- Resume

STEP 2: RESOURCES TO HELP
YOU GET WHERE YOU WANT TO GO
- Business Majors & Minors
- Research & Graduate School
- Wandering Map
- Career Development
- Branding
- Involvement
- Community Service
- Study Abroad
- Time & Financial Management
- Diversity

STEP 3: WHERE ARE YOU GOING?
- LIFE AFTER WW
- Wandering Strategies

Required Text: You Majored in What?

College students constantly face The Question: what are you going to do with that major? Our book provides a road map for you, replacing obsolete thinking that “major = career,” and instead using positive psychology, mapping techniques, and experimental wanderings to help you reframe your skills. Learn how to mine your academic and life experiences for new insights into landing jobs with the best employers, and finding alternatives when the situation calls for a Plan B.

Available on campus at the UF Official Bookstore (uf.bkstr.com), or online e.g. Amazon.
ISBN 9780452296008

Did you know that all business students must complete an internship?

Our Career and Academic Peer (CAP) Mentors offer you professional career services to acquire great internships. CAP Mentors are Heavener’s most successful upperclassmen, who have completed at least one internship and desire to share their career experiences with others. Mentors have interned at companies such as Google, Procter & Gamble, the U.S. Department of Commerce, March of Dimes, and General Electric.
Overview of Assignments

**Book Trivia:**
We will discuss the assigned chapters of our book to help you get the most out of the reading and share your reflections with the class. You are expected to read each week and answer discussion questions.

**Introductory Slide:**
This assignment will allow your instructor, peer leader, and fellow classmates to learn a little bit about who you are. You will create one slide in PowerPoint with photos, words, and anything else that describes who you are. These slides will be shared with the class.

**StrengthsQuest:** (Bring report to class)
StrengthsQuest gives students the opportunity to develop strengths by building on their greatest talents – the way in which they most naturally think, feel, and behave as unique individuals. You will have the opportunity to take this assessment and be able to integrate the results into your academic plans.

**Wandering Map:**
Students often feel pressured to know their career path from the day they step on campus. This activity can be on the most enlightening, helpful, and inspiring tools because it provides a chance to dream, fantasize, and examine your many thoughts, ideas, and plans for the future. You will read about this activity in Ch.2 of our text.

**Resume:**
A great resume is not only essential to a successful internship/job search, but also key to obtaining various involvement and leadership opportunities within the college and UF. Create a current resume (one page) using Ch. 8 in our text and the example resumes here: http://warrington.ufl.edu/undergraduate/myheavener/career/cap/mentors.asp

**Ethics Discussion and Case Presentation:**
Student leaders in the Business College will be leading an ethics discussion with you. Be prepared to be an active participant during the in-class discussion. They will also assign an ethics case competition that you will be responsible for completing in groups.

**CLP Group Project & Presentation**
This assignment will help you learn about important leadership opportunities in the college, and develop your “sales” skills.

**Wandering Strategies Presentation:**
This activity will help you assess where you are and where you are going. Then, it will guide you to create a plan that is designed to help you be focused yet flexible. You will read about this activity in Ch. 6 of our text.

Extra Credit Opportunities

Do ONE of the following and submit the appropriate materials by **November 30th** to receive 5 points extra credit. Although you are encouraged to attend more than one, you may only receive extra credit for one of the items below.

**Attend Business Bash:** September 1st, 5pm-7pm, Reitz Union Grand Ballroom
Business Bash is a great way to learn about organizations within the Heavener School of Business. Submit: A photo of yourself along with a 1 page (approx. 500 words) reflection on your experience including three organizations you are considering joining and why. Include the organizations’ meeting times and locations.

**Four Year Academic Plan:** Anytime Before October 21st
Schedule an appointment (cannot be walk-in) with an academic advisor to develop your four year academic plan. Submit: Your plan, with your advisor’s signature

**LinkedIn Profile**
Complete the LinkedIn assignment. Submit: A URL link of your profile on Canvas

Assignments that are due in class, are due at the beginning of the period
Out Of Class Attendance & Assignments

To supplement class discussion and engage you in opportunities at UF, attendance and participation will be required for some out-of-class activities. Excused absences for these activities will follow the same guidelines as missing a class.

Heavener Career Week
Career exploration is a vital part of your college experience. You will attend at least one workshop or company info session of your choosing. You must swipe in at the front door, and submit a reflection write up.

Service Learning Project
We will be doing a community service project as a class on Saturday, September 24th. You will submit a 2 page, double-spaced paper reflecting on this experience.

Human Library
In this worldwide movement for social change, you will get to meet and dialogue with two people of your choosing, who will share their personal stories and answer your questions. This interactive learning experience will help you develop your appreciation for diversity, which is critical here at UF, and in the business world. You will sign up for two 45-minute sessions taking place on Thursday Oct. 6th between 10:40am and 7:05pm.

Case Competition
Our class’s winning case competition team members must present at the semi-finals competition on Monday, October 10th from 5pm-9pm.

Meet One-on-One with Instructor/Peer Leader
We take the time to get to know each of you personally, so that we can assist you in a more meaningful way. During our first class, you will get to schedule this meeting with one of us.

Heavener Leadership Opportunities

BUSINESS Ethics Ambassadors (BEA)
Heavener’s Business Ethics Ambassadors engage in a series of experiential learning opportunities in order to develop ethical decision making and leadership skills, including creating and implementing programs that meaningfully integrate ethics into the Heavener experience.

BUSINESS UNDERGRADUATE MENTORSHIP PROGRAM (BUMP)
Are you feeling overwhelmed? Do you want to know the ins and outs of the WCBA? The Business Undergraduate Mentorship Program is designed to develop students academically, professionally, and personally through facilitating the creation of mentor-mentee relationships. As a mentee in this program, you will learn how to make the most out of your college career and maximize your opportunities within Warrington College of Business Administration.

CAREER & ACADEMIC PEER (CAP) MENTORS
Career & Academic Peer (CAP) Mentors specialize in providing undergraduate business majors with professional career development to acquire great internships. These mentors are Heavener’s most successful third and fourth year students each having successfully completed at least one professional internship and they desire to share their internship experiences with others.
Heavener Leadership Opportunities Continued

ENACTUS
Enactus is a global organization with chapters in 36 countries and partnerships with over 100 major corporations. The UF chapter is a selective group of dedicated student leaders who lead projects that improve the Gainesville community. Enactus students hone their leadership skills by developing, planning, implementing, and assessing various projects in five areas: success skills, financial literacy, ethics, entrepreneurship, and sustainability. Applications are available each semester and interested students are encouraged to volunteer on the current projects.

FLORIDA LEADERSHIP ACADEMY (FLA)
The mission of the Florida Leadership Academy is to develop undergraduate students for leadership positions in society's most important institutions: education, corporate, not-for-profit, and government. Selection for the academy is highly competitive, with 100 slots available each year to students who will be entering their sophomore year. Applications for the Florida Leadership Academy are due in the early spring semester. We highly encourage you to talk to your WW peer leader and instructor about this opportunity.

HEAVENER LEADERSHIP CHALLENGE (HLC)
The Heavener Leadership Challenge (HLC) is an elite leadership development opportunity for sophomore, junior, and transfer students in the WCBA. The HLC builds a strong foundation of leadership development based upon the best-selling business leadership book The Leadership Challenge by Jim Kouzes and Barry Posner. Selection for this program is limited to the top 50 applicants each semester.

WARRINGTON DIPLOMATS
The Warrington Diplomats (Dips) are the official student ambassadors of the WCBA. This organization is comprised of highly committed and motivated business students selected through a competitive application process. As the college's official ambassadors, the Dips provide college tours. The Dips host events focused on helping business students develop academically and professionally to get the most of their university experience. The Dips represent some of the most distinguished and respected student leaders in the college. Applications are available during the spring semester with a limited number of slots available each year.

WARRINGTON WELCOME (WW) PEER LEADERS
Peer Leaders serve a vital function as co-instructors for the course. While serving their fellow students, Peer Leaders gain skills highly valued by employers and graduate schools. Additionally, Peer Leaders develop an in-depth knowledge of the college and university as well as gain a staff mentor in the process.
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.

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

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<th>Grade</th>
<th>Points</th>
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<tr>
<td>A</td>
<td>93-100</td>
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<td>A-</td>
<td>90-92</td>
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<td>B+</td>
<td>87-89</td>
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<td>B</td>
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Points will be detracted for spelling errors, typos, and failure to follow directions.

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
# Course Schedule

**Saturday September 24th 8am-2pm—Community Service Project**  
Sept. 26th and Sept. 28th-30th (Various Sessions)—Heavener Career Week in Heavener Hall  
**Thursday Oct. 6th—Human Library**  
**Monday Oct. 10th - 5pm-9pm—for our Winning Ethics Case Team in Heavener Hall**

<table>
<thead>
<tr>
<th>Date</th>
<th>In-Class Activities</th>
<th>Assignments Due</th>
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| Aug 24   | Intros & Icebreakers; Syllabus Review; Intro to *You Majored in What?*, Intro to StrengthsQuest  
HW: Introductory Slide & StrengthsQuest (due on Sunday 8/28)  
HW: Read Ch. 1 & Sign up for 1x1 |                                                      |
| Aug 31   | Ch.1 Book Trivia, Strengths Quest, Introductory Slide Presentation  
HW: Complete Ch.2 & Wandering Map                                      | Slide—due Sunday 8/28  
SQ—due Sunday 8/28  
Ch.1 |                                                      |
| Sept 7   | Ch.2 Book Trivia, Personal Branding, Business Attire  
HW: Read Ch.3 | Ch.2 & Wandering Map |
| Sept 14  | Ch.3 Book Trivia, **Ethics Discussion / Case Introduction**  
HW: Begin working on Ethics Case Solution | Ch.3 |
| Sept 21  | Human Library  
HW: Complete Ethics Case Solution  
HW: Attend Service Project, & Heavener Career Week  
HW: Read Ch.8 but do not begin working on resume yet |                                                      |
| Sept 28  | Ch.8 Book Trivia, Resumes, Public Speaking,  
HW: Perfect Ethics Case Presentation  
HW: Begin Resume & Attend Heavener Career Week | Ch.8 |
| Oct 5    | Recap on HCW & Showcase, Case Presentations  
HW: Complete Resume | Ethics Case Presentations  
Progress on Resume |
| Oct 12   | HL Debrief, Diversity/Identity  
HW: Read Ch.4 | Resumes |
| Oct 19   | Ch.4 Book Trivia, Majors and Minors, College Resources Scavenger Hunt  
HW: Revised Resumes | Ch. 4 |
| Oct 26   | Introduction to CLP Presentations, **Degree Audit**  
HW: Begin working on CLP Presentations  
HW: Read Ch.5 | Revised Resumes |
| Nov 2    | Ch.5 Book Trivia, Undergraduate Research & Grad School, Student Involvement Panel  
HW: Complete CLP Presentations | Progress on CLP Presentations |
| Nov 9    | CLP Presentations | CLP Presentations |
| Nov 16   | **Study Abroad**  
HW: Read Ch.6 (Wandering Strategies) |                                                      |
| Nov 23   | No class — Happy Thanksgiving! |                                                      |
| Nov 30   | Ch. 6 Book Trivia, Wandering Strategies Presentations, Time/Stress Management | Ch. 6  
Wandering Strategies  
Service Paper & Extra Credit |
| Dec 7    | Class Wrap-Up, Life Beyond WW, Course Evaluations |                                                      |

**Bolded items** will be facilitated by guest speakers

*Please note: this syllabus is subject to change as needed. Any changes will be communicated to students in a timely manner.*