MGMT 4361 INTERCULTURAL COMMUNICATION IN THE GLOBAL WORKPLACE

Fall 2009 Fast Track B
Course Outline

CATALOG DESCRIPTION
Designed to sensitize supervisors and employees to the dynamics of the multicultural workplace and the value of diverse belief and value systems. Examines personal styles and biases, perception of differences and culture shock. Offers practical guidelines for cross cultural patterns of written and oral communication and a broad range of issues and skills crucial to intercultural encounters.
Prerequisites: ENGL 113 and 1314.

COURSE ATTENDANCE
Since the fast track schedule is 8 continuous Sundays, it is imperative that you are present, on time and prepared at every meeting. This is a fast pace course that requires chapter readings, outside readings, outside media and video and personal interviews.

GRADING SCALE
900-1000 pts=A, 800-899=B, 700-799=C, 600-699=D, 599 and below=F

TECHNOLOGY ACCESS POLICY
Students enrolled in this course must own or have access to a PC with Microsoft Windows/Office/Internet Explorer software and an Internet connection or be willing to travel to campus to use lab facilities to complete class assignments and projects. Papers will be submitted in word processing format (font 12).

ATTENDANCE POLICY
Please note that regular attendance is critical to your success in the Weekend program. Weekend College policy regarding attendance is:

Punctual attendance at each class and laboratory period is an obligation of the student. Absences will be allowed only under very special circumstances; the student is responsible for completing any class work missed and obtaining the assignment for the following class. Usually a weekend student will not be allowed to continue in a class in which s/he has missed five hours or more.
Please be aware that the School of Business supports and enforces the Weekend College Attendance Policy. The orientation session is a required class session. A student missing five or more hours of class time is advised that s/he should NOT expect to be allowed to complete the course.

**POLICY ON INTELLECTUAL DISHONESTY:**
Except for Group or Team assignments, papers, case analyses, projects, etc., are individual assignments and are part of the learning experience and must be completed personally by the student. Copying another student’s assignment, including computer programs and files, or citing material without credit to the author is plagiarism, and cheating on exams including getting help on take-home exams, is grounds for failing the course and/or expulsion from the University. All project descriptions and paper formats will be distributed in session one.

**TOPICAL OUTLINE, BIBLIOGRAPHY, REQUIRED TEXTBOOK, AND LEARNING RESOURCES THE STUDENT WILL BE EXPECTED TO USE:**

**GRADING AND PROJECTS:**
- **Class participation:** 100 points
- **Personal Interviews and subsequent write ups:** 100 points
- **Journal/diary entries of experiences:** 100 points
- **Group Project (to be assigned by instructor):** 200 points
- **Analysis of corporate websites:** 200 points
- **Perception vs. reality reviews:** 100 points
- **How intercultural communication can be a competitive advantage in the workforce:** 100 points.
- **Self reflection paper (minimum 5 pages) how my concepts and perceptions have changed from class meeting 1 to class meeting 8:** 100 points.

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William W. Ishee, EDD, SPHR
(Signature of instructor)  

September 23, 2009  
(Date)
### HOUSTON WEEKEND COLLEGE

<table>
<thead>
<tr>
<th>Instructor</th>
<th>Dr. William Ishee</th>
<th>E-mail:</th>
<th><a href="mailto:wishee@kleinisd.net">wishee@kleinisd.net</a></th>
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<tbody>
<tr>
<td>Class Room</td>
<td>A163</td>
<td>Phone:</td>
<td>832-498-2645</td>
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<tr>
<td>Office Hours</td>
<td>As arranged by appointment</td>
<td>Class times:</td>
<td>Sunday 1:00pm to 5:00pm</td>
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### CLASS SCHEDULE

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<tr>
<th>DATE</th>
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<tr>
<td><strong>Session 1:</strong> October 18, 2009</td>
<td>Orientation, course review, and assignments. Class discussion on cultural diversity.</td>
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<td><strong>Session 2:</strong> October 25, 2009</td>
<td>Text Chapters 1 Culture and Communication and Chapter 2 The Role of Language in Intercultural Business Communications.</td>
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<td><strong>Session 3:</strong> November 1, 2009</td>
<td>Text Chapters 3 Getting to Know Another Cultural and Chapter 4 The Self and Groups.</td>
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<td><strong>Session 4:</strong> November 8, 2009</td>
<td>Text Chapters 5 Organizing Messages to Other Cultures Chapter 6 Nonverbal Language in Intercultural Communication.</td>
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<td><strong>Session 5:</strong> November 15, 2009</td>
<td>Chapters 7 Cultural Rules for Establishing Relationships and Chapter 8 Information, Decisions and Solutions.</td>
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<td><strong>Session 6:</strong> November 22, 2009</td>
<td>Chapters 9 Intercultural Negotiations and Chapter 10 Legal and Governmental Consideration in Intercultural Business Communication.</td>
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<td><strong>Session 7:</strong> November 29, 2009</td>
<td>Chapters 11 The Influence of Business Structures and Corporate Cultural in Intercultural Business Communication and Chapter 12 Intercultural Dynamics in the International Company.</td>
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<td><strong>Session 8:</strong> December 6, 2009</td>
<td>Wrap-up of course, review of what we have learned and how it has impacted our views. Presentation of final papers.</td>
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