



Bachelor of Applied Management - Degree

PLAR Candidate Guide

Prior Learning Assessment and Recognition (PLAR)

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Prior learning credit options at Saskatchewan Polytechnic

See [Get Credit for What you Know](#) for important information about all options to get credit for prior learning at Sask Polytech, including PLAR, transfer credit, Canadian Armed Forces credit, and equivalency credit.

How to navigate this document

This document contains links to other document sections or webpages. To return to where you were from another section in this document, press the *ALT* key and *left arrow* key at the same time. To return to this webpage from another webpage, close the other webpage or click back on the browser tab for this document.

Contents of this guide

This guide contains the following specific PLAR information and tools for this program

- A. [PLAR fees](#)
- B. [PLAR eligibility and options](#)
- C. [Dates when PLAR assessment is available](#)
- D. [Special directions for this program](#)
- E. [PLAR contact person](#)
- F. [Self-rating course outlines](#)

A. PLAR fees

Fees for PLAR challenges are set to cover our costs for consultation, assessment, and related administrative tasks. PLAR fees are non-refundable and non-transferrable.

The PLAR fees policy is subject to change for each new academic year. Please see the **Cost** section on the [PLAR webpage](#) for current fee information.

B. PLAR eligibility and options

To be eligible for PLAR for courses in this program, you must first apply for admission and be accepted into the program. You must also consult with the Program Head and be approved for PLAR assessment.

Course pre-requisites and co-requisites

Some courses have one or more other courses that must be completed first (pre-requisite) or at the same time (co-requisite). See [course outlines](#) in this guide to identify any pre- or co-requisites for each course. Discuss with your [PLAR contact person](#) how to deal with courses with co-requisites.

C. Dates when PLAR assessment is available

PLAR assessment for this program is available from Sept 1 to June 15 in each academic year.

All PLAR assessment must be completed by June 15 of each academic year.

D. Special directions for this program

1. **Review** the [PLAR process and FAQs](#) and the information in this guide.
2. **Self-rate** your learning for each course using the [Course Outlines](#) in this guide.
3. **Consult** with the **Program Head** for PLAR approval. Be prepared to provide your resume, course self-ratings (see section F), and a partially completed PLAR application. If you are approved for PLAR, the contact person will sign your PLAR application and explain next steps.
4. **Apply** for admission to the program. See [directions](#) for applying.
5. **Register** for PLAR at Registration Services once you have signed approval on your [PLAR Application Form](#). The PLAR fee will be added to your student account.
6. **Finalize** a detailed Assessment Plan with your assigned assessor.
7. **Complete** assessment before your PLAR registration expires.

E. PLAR contact person

Contact the person below to arrange a consultation **after** you have read this guide and [general PLAR information](#) and rated yourself for each course (see next session). Consultation may be by phone, online, or in person. Be prepared to provide your resume, course self-ratings, and a partially completed [PLAR application](#). If agreement is reached to go ahead with PLAR, the contact person will sign approval on your PLAR application and explain the next steps. Admission to the program is required before you can register for PLAR.

Shannon Kotylak, Program Head
Saskatchewan Polytechnic, Regina Campus
Phone: 306 – 292 - 8814
Email: kotylaks@saskpolytech.ca

F. Self-rating course outlines

Clicking on a course code below opens a page where you can rate yourself on the knowledge and skills assessed for PLAR credit. For Arts & Sciences courses, clicking on the course code opens another PLAR guide. The [PLAR contact person](#) for this program will refer you to another person to discuss PLAR for courses delivered by Arts & Sciences or another program/department.

COURSE CODE	COURSE NAME	Delivered by another department/program
ACCT 300	Accounting for Managers	
ADMN 303	Organizational Behaviour	
BCOM 300	Professional Writing and Presentation	Arts & Sciences
LEAD 302	Leadership Fundamentals	
MKTG 300	Marketing	
ANLT 302	Analytical Decision Making	Arts & Sciences
BUS 300	Business and Society	
CDNS 300	Canadian Government	Arts & Sciences
COMM 301	Managerial Communication	Arts & Sciences
ECON 400	Micro and Macro Economics	
HR 300	Human Resources Management	
LAW 301	Law Ethics	
LEAD 303	Contemporary Leadership	
ANLT 302	Analytical Decision Making	Arts & Sciences

COURSE CODE	COURSE NAME	Delivered by another department/program
ANLT 400	Business Analytics	
COM 400	Building a Digital Communication Strategy	
FIN 400	Finance	
MGMT 407	Cross-Cultural Management	
ADMN 400	Entrepreneurship	
MGMT 404	Managing Change	
MGMT 405	Strategic Business Management	
MGMT 406	Risk Management	
PROJ 403	Leading Projects	
ACAD 3000	An Introduction to Academic Integrity	

ACCT 300 – Accounting for Managers

In your studies, you will gain the required knowledge of accounting and finance to perform your role as a manager. Your studies will include an introduction to essential accounting concepts and the development and interpretation of financial statements. You will also learn how to prepare operating and capital budgets, and how to compare budgeted and actual results throughout the organization’s fiscal year.

Credit unit(s): 3.0
Pre and Co Requisites: none
Equivalent course(s): none

<p>Use a checkmark (✓) to rate yourself as follows for each learning outcome</p> <p>Competent: I can apply this outcome without direction or supervision. Learning: I am still learning skills and knowledge to apply this outcome. None: I have no knowledge or experience related to this outcome.</p>	Competent	Learning	None
1. Explain the differences between financial and managerial accounting and the use of accounting information for decision making.			
2. Illustrate cost behavior in a variety of decision-making techniques.			
3. Explain the basic concepts and terminology of management accounting systems.			
4. Assess the factors managers must consider when making special decisions that will influence the success or failure of an organization.			
5. Analyze financial statements for decision-making purposes.			
6. Use cost flow information to prepare budget documents.			
7. Demonstrate the utilization of various models in capital budgeting decision-making.			
8. Discuss management control systems which contribute to the overall success of the organization.			

ADMN 303 – Organizational Behaviour

You will study human behaviour in organizations and develop the skills needed to lead people in the workplace. This course emphasizes the application of basic organizational behavior concepts and processes. The course content includes individual behaviour, values, interpersonal relationships, performance management, leadership, power, team dynamics, organizational culture, and change. Your studies of human organizational behaviour will focus on improving organizational commitment, job performance and leading through change.

Credit unit(s): 3.0
Pre and Co Requisites: none
Equivalent course(s): ADMN 300

<p>Use a checkmark (✓) to rate yourself as follows for each learning outcome</p> <p>Competent: I can apply this outcome without direction or supervision. Learning: I am still learning skills and knowledge to apply this outcome. None: I have no knowledge or experience related to this outcome.</p>	Competent	Learning	None
1. Discuss organizational behavior.			
2. Use performance management.			
3. Examine the effectiveness of ways to create organizational commitment.			
4. Apply cultural values.			
5. Classify motivational strategies to be used in a variety of contexts.			
6. Analyze the improvement of the functioning of teams.			
7. Interpret the leadership implications of leading with power.			
8. Employ appropriate leadership styles to be used in organizations.			
9. Use appropriate measures to support successful organizational change.			

BCOM 300 – Professional Writing and Presentations

You will study research techniques and develop writing and presentation skills for business applications. You will practice collaborative writing and research skills using the tools of electronic communication.

Credit unit(s): 3.0
Pre and Co Requisites: none
Equivalent course(s): none

<p>Use a checkmark (✓) to rate yourself as follows for each learning outcome</p> <p>Competent: I can apply this outcome without direction or supervision. Learning: I am still learning skills and knowledge to apply this outcome. None: I have no knowledge or experience related to this outcome.</p>	Competent	Learning	None
1. Compile a list of print and visual sources for critical analysis of a business.			
2. Summarize and evaluate texts gathered in secondary research.			
3. Write a proposal.			
4. Write business correspondence to generate sources for primary research.			
5. Design a questionnaire for research purposes.			
6. Conduct interviews for primary research.			
7. Use the tools of electronic communication to produce collaborative documents.			
8. Write a formal analytical report.			
9. Use the tools of electronic communication to deliver an effective oral or multi-media presentation.			

LEAD 302 – Leadership Fundamentals

You will develop the knowledge, skills, and competencies to work with and manage people in the workplace, community, and volunteer experiences. You will learn strategies for building and maintaining trust, developing successful interpersonal interactions, and addressing difficult situations. You will develop useful techniques for creating learning conversations used in coaching situations.

Credit unit(s): 3.0
Pre and Co Requisites: none
Equivalent course(s): LEAD 300

<p>Use a checkmark (✓) to rate yourself as follows for each learning outcome</p> <p>Competent: I can apply this outcome without direction or supervision. Learning: I am still learning skills and knowledge to apply this outcome. None: I have no knowledge or experience related to this outcome.</p>	Competent	Learning	None
1. Use journaling as a strategy to develop self-awareness related to values, interpersonal style, and your impact on others.			
2. Discuss the concept and process of becoming an authentic leader.			
3. Discuss strategies to inspire trust and build collaboration.			
4. Demonstrate strategies to build trust in a culturally diverse workplace and to restore broken trust.			
5. Utilize communication strategies and skills to build relationships.			
6. Identify the types of situations which create conflict for you.			
7. Employ appropriate strategies to manage conflict.			
8. Discuss coaching and its contribution to the workplace.			
9. Demonstrate skills to conduct a coaching conversation, offer praise and recognition, and provide constructive feedback.			

MKTG 300 - Marketing

You will discover the dynamic field of marketing. You will explore what marketing is, how it works, and the effect it can have on consumers and on society. You will have a strong sense of how to market yourself, your skills, your ideas, as well as more traditional products and services. Marketing concepts you will learn include: the strategic marketing planning process, segmentation, positioning, forecasting, consumer behaviour, and the marketing mix.

Credit unit(s): 3.0
Pre and Co Requisites: none
Equivalent course(s): none

<p>Use a checkmark (✓) to rate yourself as follows for each learning outcome</p> <p>Competent: I can apply this outcome without direction or supervision. Learning: I am still learning skills and knowledge to apply this outcome. None: I have no knowledge or experience related to this outcome.</p>	Competent	Learning	None
1. Discuss key elements of marketing.			
2. Analyze the external environment.			
3. Explain consumer and business buyer behavior.			
4. Describe the elements of marketing to business.			
5. Evaluate appropriate market segmentation, target market, and market positioning.			
6. Illustrate the significance of brand and product concepts.			
7. Demonstrate the importance of price and placement.			
8. Demonstrate the importance of promotion.			
9. Complete a Strategic Marketing Plan for an organization.			

ANLT 302 – Analytical Decision Making

You will learn the basic concepts, methods and tools of critical thinking and logic. You will apply these tools to analyze ordinary and famous decisions made in the past and to make sound business decisions for the future.

Credit unit(s): 3.0
Pre and Co Requisites: none
Equivalent course(s): none

<p>Use a checkmark (✓) to rate yourself as follows for each learning outcome</p> <p>Competent: I can apply this outcome without direction or supervision. Learning: I am still learning skills and knowledge to apply this outcome. None: I have no knowledge or experience related to this outcome.</p>	Competent	Learning	None
1. Describe the role of logic in language and argument.			
2. Distinguish fact from opinion and knowledge from belief.			
3. Distinguish premises, conclusions, fallacies, and tautologies.			
4. Describe inductive and deductive reasoning and apply them to problems.			
5. Identify true problems rather than symptoms.			
6. Determine and authenticate information relevant to a problem.			
7. Analyze attitudes and activities that are anti-critical-thinking and illogical.			
8. Apply relevant elements of critical thinking and logic to ordinary and famous problems from current events, history, business, science, and technology.			
9. Apply critical and analytical thinking.			

BUS 300 – Business and Society

You will study the business corporation in its social context, with a focus on stakeholder groups and their participation in decision-making for a business.

Credit unit(s): 3.0
Pre and Co Requisites: none
Equivalent course(s): none

<p>Use a checkmark (✓) to rate yourself as follows for each learning outcome</p> <p>Competent: I can apply this outcome without direction or supervision. Learning: I am still learning skills and knowledge to apply this outcome. None: I have no knowledge or experience related to this outcome.</p>	Competent	Learning	None
1. Describe the history of business entities and the rise of the business corporation.			
2. Describe stakeholder relationships with contemporary business.			
3. Discuss the changing social, economic, political, and cultural forces, their influences on business decisions, and business strategies which influence society.			
4. Analyze organizational issues from multiple stakeholder perspectives.			
5. Discuss the responsibilities of stakeholder groups and describe tools for stakeholder participation in business.			
6. Discuss the shareholder-corporation relationship and the tools for shareholder participation.			
7. Explain perceptions, influences, and social biases behind stakeholder perspectives.			
8. Analyze the social consequences of management decisions, from those based on ethical business practice along a continuum to decisions based on irresponsible business practice.			
9. Describe the challenges and opportunities for managers to make ethical decisions with due consideration to stakeholders.			

CDNS 300 – Canadian Government

You will examine the structure and function of the various arms of Canada’s federal government. You will compare Canada’s government to those of the United States and Great Britain and examine governmental change in Canada from colony to independent nation. Through classroom lecture, small group discussion, assigned reading and independent study and research, you will examine the Canadian Constitution and the Charter of Rights and Freedoms, and analyze the issues, processes and dynamics of the relationship between Canadian citizens and their government.

Credit unit(s): 3.0
Pre and Co Requisites: none
Equivalent course(s): none

<p>Use a checkmark (✓) to rate yourself as follows for each learning outcome</p> <p>Competent: I can apply this outcome without direction or supervision. Learning: I am still learning skills and knowledge to apply this outcome. None: I have no knowledge or experience related to this outcome.</p>	Competent	Learning	None
1. Examine the identifying characteristics of Canada's system of parliamentary government.			
2. Analyze the effect of regionalism, social class, gender, ethnic and indigenous issues on political party support in Canada.			
3. Examine the developments which have led to the current relationship between Quebec and the Canadian government.			
4. Analyze political socialization, and the role of pressure groups and lobbyists, the media and opinion polls.			
5. Examine our political parties, the electoral process, and the electoral system.			
6. Analyze the Canadian Constitution and the Charter of Rights and Freedoms.			
7. Examine the structure and functioning of the Executive, Parliament and Judiciary.			
8. Explain the relationship between the bureaucracy and 'the government'.			

COMM 301 – Managerial Communications

You will analyze organizational communication structures and practices. You will practice your writing skills by composing various types of correspondence, including email, social media, and reports. Your public speaking skills will be strengthened by conducting interviews, facilitating group discussions, and delivering a formal presentation.

Credit unit(s): 3.0
Pre and Co Requisites: none
Equivalent course(s): none

<p>Use a checkmark (✓) to rate yourself as follows for each learning outcome</p> <p>Competent: I can apply this outcome without direction or supervision. Learning: I am still learning skills and knowledge to apply this outcome. None: I have no knowledge or experience related to this outcome.</p>	Competent	Learning	None
1. Analyze the role and process of organizational communications.			
2. Distinguish the characteristics of effective organizational communications.			
3. Examine the influence of workplace diversity on organizational communications.			
4. Compose internal and external business correspondence.			
5. Organize and facilitate group discussions and meetings.			
6. Plan and conduct interviews.			
7. Create and deliver a formal proposal.			

ECON 400 – Micro and Macro Economics

You will study the basics of microeconomics and macroeconomics. Your studies will include economic theory, problems and solutions. You will gain an understanding in scarcity, opportunity costs, demand and supply; as well as how various market structures determine output and price. From a macro perspective you will learn about the role of the government's spending and taxation, the Canadian banking system, foreign trade, and other key macroeconomic variables.

Credit unit(s): 3.0
Pre and Co Requisites: none
Equivalent course(s): none

<p>Use a checkmark (✓) to rate yourself as follows for each learning outcome</p> <p>Competent: I can apply this outcome without direction or supervision. Learning: I am still learning skills and knowledge to apply this outcome. None: I have no knowledge or experience related to this outcome.</p>	Competent	Learning	None
1. Describe the nature and methods of microeconomics and macroeconomics.			
2. Demonstrate price equilibrium changes using the laws of supply and demand.			
3. Explain the concept of elasticity of demand and supply.			
4. Determine price and output levels under a perfectly competitive market and monopoly market.			
5. Explain the business cycle, unemployment, and inflation, as well as long-term growth with a view to the impact each has in the Canadian economy.			
6. Illustrate the impact changes in aggregate demand and supply have on the price level and real gross domestic product.			
7. Demonstrate the operations and limitations of fiscal policy in the decision-making process of government including deficits and debts.			
8. Identify the main functions of the Bank of Canada, the goals and tools of monetary policy, and the impact of these policies on the Canadian economy.			
9. Discuss the importance of international trade to the Canadian economy and the effect international transactions have on Canadian currency.			

HR 300 – Human Resource Management

Your studies will focus on an overview of human resource management and practices. You will learn the impact of job analysis on planning, recruiting, and selection processes; training, developing and compensation considerations; and management performance and labour relations. Employee and organizational ethics are discussed throughout the course with an emphasis on using human resource management to achieve high organizational performance.

Credit unit(s): 3.0
Pre and Co Requisites: none
Equivalent course(s): HR 400

<p>Use a checkmark (✓) to rate yourself as follows for each learning outcome</p> <p>Competent: I can apply this outcome without direction or supervision. Learning: I am still learning skills and knowledge to apply this outcome. None: I have no knowledge or experience related to this outcome.</p>	Competent	Learning	None
1. Identify how an organization links various Human Resource systems with the management of Human Resources to achieve its objectives.			
2. Summarize the legal and ethical responsibilities of an organization.			
3. Apply the concept of job analysis and job design.			
4. Relate Human Resource Planning with recruiting, selection, and onboarding processes.			
5. Analyze the benefits and costs of employee training and its impact on organizational effectiveness.			
6. Examine how performance management and awarding compensation contributes to organizational efficiency and effectiveness.			
7. Analyze benefits and services as part of employees' compensation.			
8. Assess the impact of a collective agreement in human resource management.			
9. Explain the contributions and effectiveness of human resource management strategies on creation of a high-performance organization.			
10.			

LAW 301 – Law and Ethics

Your studies will focus on the field of business law and its related concepts of ethics, privacy, and confidentiality. You will examine the concepts of contract law and apply them in business contexts. You will also learn and apply legislation related to torts, agency, various forms of business organization, and the sale of goods. Particular emphasis will be placed on applying ethical decision-making within business contexts, as well as on the essential nature of privacy and confidentiality in business relationships.

Credit unit(s): 3.0
Pre and Co Requisites: none
Equivalent course(s): none

<p>Use a checkmark (✓) to rate yourself as follows for each learning outcome</p> <p>Competent: I can apply this outcome without direction or supervision. Learning: I am still learning skills and knowledge to apply this outcome. None: I have no knowledge or experience related to this outcome.</p>	Competent	Learning	None
1. Describe how laws have evolved to facilitate our society.			
2. Apply the law of torts.			
3. Demonstrate the formation, execution, breach, and conclusion of a contract.			
4. Apply the law relating to agency relationships for sole proprietorship, partnerships, and corporations.			
5. Apply the law relating to the Sale of Goods Acts and the Consumer Protection Acts as it relates to Canada.			
6. Apply the law relating to the employment relationship.			
7. Apply several common ethical dilemmas within a business context and the synergy with page principles.			
8. Apply common problem-solving and decision-making tools to address ethical situations.			
9. Apply the main components of federal and provincial privacy legislation to specific business situations.			
10. Identify the business relationships in which the concept of confidentiality is essential.			

LEAD 303 – Contemporary Leadership

You will develop the essential knowledge, skills, and competencies to apply leadership concepts to your personal and professional life. Through the tool of narrative, you will explore your own leadership philosophy and compare it with the characteristics of sound leadership practice. You will explore concepts such as leadership ethics and effective leadership and create a leadership development action plan.

Credit unit(s): 3.0
Pre and Co Requisites: none
Equivalent course(s): none

<p>Use a checkmark (✓) to rate yourself as follows for each learning outcome</p> <p>Competent: I can apply this outcome without direction or supervision. Learning: I am still learning skills and knowledge to apply this outcome. None: I have no knowledge or experience related to this outcome.</p>	Competent	Learning	None
1. Develop a personal brand.			
2. Analyze what it means to be a leader.			
3. Develop your leadership philosophy.			
4. Examine the link between personal and organizational values.			
5. Discuss the role of ethical leadership in the workplace.			
6. Discuss the role of effective leadership in the workplace.			
7. Apply strategies to develop, motivate, and retain followers.			
8. Create a leadership development action plan.			

ANLT 400 – Business Analytics

You will learn the essential skill of estimating costs and benefits for a process change. Your studies will include the development of theoretical knowledge and practical skills in these areas: querying from existing data sources, outlining assumptions, developing cost-benefits models, analyzing outcomes over multiple years, separating assumptions from the model, and developing flexible formulae. A component of your studies will include an introduction to relational databases and advanced use of spreadsheet software.

Credit unit(s): 3.0

Pre and Co Requisites: none

Equivalent course(s): none

<p>Use a checkmark (P) to rate yourself as follows for each learning outcome</p> <p>Competent: I can apply this outcome without direction or supervision.</p> <p>Learning: I am still learning skills and knowledge to apply this outcome.</p> <p>None: I have no knowledge or experience related to this outcome.</p>	Competent	Learning	None
1. Describe Business Intelligence.			
2. Describe Business Analytics.			
3. Identify common metrics (measures of central tendency and measures of dispersion) used in data analysis.			
4. Perform Time Value of Money calculations using a spreadsheet.			
5. Perform a cost/benefit analysis and calculate Return on Investment (ROI) using a spreadsheet.			
6. Perform predictive analysis using spreadsheet software.			
7. Discuss how data is stored in a relational database.			
8. Use database queries to convert data to information.			
9. Use pivot tables to compile information into reports.			
10. Discuss business process engineering and change management.			

COM 400 – Building a Digital Communication Strategy

You will examine your digital identity and identify strategies to enhance your digital presence. You will consider issues of privacy, ethics, professionalism, and career advancement in constructing your digital identity. You will also study the digital communication practices and identify strategies that organizations can implement to improve their communication with key stakeholders and achieve their strategic goals.

Credit unit(s): 3.0

Pre and Co Requisites: Undergraduate/Graduate Degree level BCOM 300

Equivalent course(s): none

<p>Use a checkmark (P) to rate yourself as follows for each learning outcome</p> <p>Competent:I can apply this outcome without direction or supervision.</p> <p>Learning:I am still learning skills and knowledge to apply this outcome.</p> <p>None:I have no knowledge or experience related to this outcome.</p>	Competent	Learning	None
1. Examine your digital identity.			
2. Examine the laws associated with digital communication.			
3. Develop a digital brand.			
4. Manage digital communication tools.			
5. Explain the implications of real-time communication.			
6. Develop a digital communication strategy.			
7. Measure a digital communication strategy.			

FIN 400 - Finance

You will study the basic components of modern corporate and personal finance. Your studies will include the following topics: accounting, time value of money, shares, debt instruments including bonds and debentures, valuations, interest calculations, and rate of return.

Credit unit(s): 3.0

Pre and Co Requisites: none

Equivalent course(s): none

<p>Use a checkmark (P) to rate yourself as follows for each learning outcome</p> <p>Competent: I can apply this outcome without direction or supervision.</p> <p>Learning: I am still learning skills and knowledge to apply this outcome.</p> <p>None: I have no knowledge or experience related to this outcome.</p>	Competent	Learning	None
1. Calculate interest payments, present value of an annuity, basic internal rates of return, and discounted cash flows.			
2. Describe the characteristics of shares and equity, bonds, debentures, and liabilities.			
3. Calculate net present values of financial instruments.			
4. Use financial statements to make comparative evaluation.			
5. Apply portfolio theory to design an investment portfolio.			
6. Discuss capital markets.			
7. Compare debt versus equity financing.			
8. Describe inflation and its effects.			
9. Describe types of corporate entities including not-for-profit organizations.			
10. Compare capital and operating budgets.			

MGMT 407 – Cross-Cultural Management

You will learn skills, knowledge, and attitudes that support the transformation of diversity into a competitive advantage. Your studies will include the elements of culture that define societies, intercultural communication skills that support collaboration, and strategies that enhance organizational and personal efficiency and effectiveness.

Credit unit(s): 3.0

Pre and Co Requisites: none

Equivalent course(s): none

<p>Use a checkmark (P) to rate yourself as follows for each learning outcome</p> <p>Competent: I can apply this outcome without direction or supervision.</p> <p>Learning: I am still learning skills and knowledge to apply this outcome.</p> <p>None: I have no knowledge or experience related to this outcome.</p>	Competent	Learning	None
1. Discuss the ongoing challenges faced by global managers.			
2. Explain the concept of ethnocentrism.			
3. Apply Hofstede’s cultural framework to multiple cultures.			
4. Explain the psychological and interpersonal mechanisms affecting cross-cultural interactions.			
5. Discuss the cross-cultural dimensions of the decision-making process.			
6. Negotiate a solution to culturally based problems arising within a business.			
7. Develop strategies to lead and motivate a diverse cultural workforce.			

ADMN 400 - Entrepreneurship

You will develop an understanding of the entrepreneurial mindset and frameworks used to solve problems through innovation. Additionally, you will utilize the Business Model Canvas to synthesize your knowledge and experience in a variety of management disciplines to prepare and pitch a comprehensive business plan for a new venture.

Credit unit(s): 3.0

Pre and Co Requisites: ACCT 300, HR 300, MKTG 300

Equivalent course(s): none

<p>Use a checkmark (P) to rate yourself as follows for each learning outcome</p> <p>Competent:I can apply this outcome without direction or supervision.</p> <p>Learning:I am still learning skills and knowledge to apply this outcome.</p> <p>None:I have no knowledge or experience related to this outcome.</p>	Competent	Learning	None
1. Apply entrepreneurial practice and the entrepreneurial mindset.			
2. Describe different types of entrepreneurship.			
3. Apply theories and frameworks for ideation and innovation.			
4. Analyze a small business opportunity to determine its feasibility.			
5. Develop a business model using the business model canvas.			
6. Select an appropriate legal structure and funding sources for a new venture.			
7. Plan small business management practices for a new venture.			
8. Select strategic approaches to entrepreneurship.			
9. Prepare a business plan.			

MGMT 404 – Managing Change

You will develop a strategic perspective on managing the four phases of change and your role as a change agent. Your studies will include content that will support your role as a change agent and the personal factors that you will use when you are leading an organizational change. You will explore challenges that organizations face, and you will develop a leadership perspective that will assist you to deal with change or manage change.

Credit unit(s): 3.0

Pre and Co Requisites: LEAD 303

Equivalent course(s): none

<p>Use a checkmark (P) to rate yourself as follows for each learning outcome</p> <p>Competent:I can apply this outcome without direction or supervision.</p> <p>Learning:I am still learning skills and knowledge to apply this outcome.</p> <p>None:I have no knowledge or experience related to this outcome.</p>	Competent	Learning	None
1. Describe elements that facilitate and constrain change.			
2. Describe managerial/leadership roles in facilitating positive change outcomes throughout the four phases of change.			
3. Identify strategies to address ethical dilemmas that accompany change intervention.			
4. Develop strategies to incorporate criteria and standards for change interventions.			
5. Discuss the role of resistance and commitment in relation to change.			
6. Describe the challenges of sustaining momentum for change.			
7. Assess whether the goal of institutionalization has been realized.			
8. Propose change strategies for enhancing institutionalization of change.			
9. Discuss future trends impacting upon organizational change initiatives.			

MGMT 405 – Strategic Business Management

You will study management processes, strategies, and techniques that are consistent with corporate business strategy and designed to capitalize on emerging opportunities. Your studies will equip you with the critical skills and knowledge required to make important business decisions. You will develop the business expertise to engage in strategic planning that supports the integration of functional business activities of production, finance and marketing.

Credit unit(s): 3.0

Pre and Co Requisites: ACCT 300

Equivalent course(s): none

<p>Use a checkmark (P) to rate yourself as follows for each learning outcome</p> <p>Competent:I can apply this outcome without direction or supervision.</p> <p>Learning:I am still learning skills and knowledge to apply this outcome.</p> <p>None:I have no knowledge or experience related to this outcome.</p>	Competent	Learning	None
1. Evaluate the strategic management process.			
2. Analyze the external environment of a firm.			
3. Assess the internal environment of the business.			
4. Evaluate business strategies.			
5. Assess the corporate strategies used to create value in the global markets.			
6. Describe innovation strategies.			
7. Describe the advantages of a learning, ethical and socially responsible organization.			
8. Execute strategy through organizational design.			

MGMT 406 – Risk Management

You will learn how to identify and manage threats, both external and internal, focusing on best practices in the field of risk management. You will learn to recognize the normal operating and financial risks of all businesses along with the threats posed by natural causes and disasters, legal liabilities, technical failures, crime and terrorism. You will learn how to manage threats and deal with them in an appropriate and effective manner that can be measured, including the development of risk avoidance and reduction strategies.

Credit unit(s): 3.0

Pre and Co Requisites: none

Equivalent course(s): none

<p>Use a checkmark (P) to rate yourself as follows for each learning outcome</p> <p>Competent:I can apply this outcome without direction or supervision.</p> <p>Learning:I am still learning skills and knowledge to apply this outcome.</p> <p>None:I have no knowledge or experience related to this outcome.</p>	Competent	Learning	None
1. Describe the dangers of risk and the importance of pro-active risk management.			
2. Discuss positive risk management with a focus on legal risks.			
3. Discuss financial risk management.			
4. Discuss risk management for technology and electronic data.			
5. Discuss positive risk management with a focus on organizational processes and the human element.			
6. Describe risk management standards developed for a range of industries.			
7. Identify, assess, and prioritize risk situations.			
8. Apply strategies and techniques for dealing with or mitigating risks.			
9. Create and document an effective risk management plan.			

PROJ 403 – Leading Projects

You will develop the knowledge and skills to lead a project to successful completion. Your studies will combine operational aspects of managing a project with leadership qualities required to inspire a project team and to provide interaction with the project’s key stakeholders. You will develop the knowledge and skills to analyze the feasibility of a project, develop processes to ensure the project work gets done, lead and motivate the project team, and create contingency plans to mitigate risk.

Credit unit(s): 3.0

Pre and Co Requisites: none

Equivalent course(s): none

<p>Use a checkmark (P) to rate yourself as follows for each learning outcome</p> <p>Competent:I can apply this outcome without direction or supervision.</p> <p>Learning:I am still learning skills and knowledge to apply this outcome.</p> <p>None:I have no knowledge or experience related to this outcome.</p>	Competent	Learning	None
1. Discuss project management key concepts and qualities of an effective project manager.			
2. Explain organizational strategy and project management structures used by a firm to implement projects.			
3. Discuss project definition.			
4. Discuss the importance of teamwork and communication skills in project management.			
5. Develop a project plan using a project network.			
6. Explain risk management and various ways to handle risk.			
7. Explain resource scheduling techniques and cost management.			
8. Apply project control techniques to evaluate project progress and performance.			
9. Organize the close-out phase of a project and post implementation evaluation.			

ACAD 3000 – An Introduction to Academic Integrity

You will develop your awareness of academic integrity at Saskatchewan Polytechnic. You will discover how completing your education with integrity can impact your future career. You will also identify how cultural perspectives, policy awareness, and personal factors can influence academic integrity behaviour. You will learn about the academic integrity policies and procedures outlined in Saskatchewan Polytechnic's Student Code of Conduct Academic. You will apply this code of conduct in a variety of integrity situations. You will also identify supports and strategies that can help you maintain academic integrity throughout your studies at Saskatchewan Polytechnic.

Credit unit(s): 0.0

Pre and Co Requisites: none

Equivalent course(s): none

<p>Use a checkmark (P) to rate yourself as follows for each learning outcome</p> <p>Competent:I can apply this outcome without direction or supervision.</p> <p>Learning:I am still learning skills and knowledge to apply this outcome.</p> <p>None:I have no knowledge or experience related to this outcome.</p>	Competent	Learning	None
1. Explain the value of academic integrity for employment success and identify factors that influence integrity in academic behaviour.			
2. Apply Saskatchewan Polytechnic’s Student Code of Academic Conduct.			
3. Outline the misconduct process.			
4. Outline options available to students accused of academic misconduct.			
5. Identify supports and strategies to maintain academic integrity.			