

Segment	Unit	Topic	Course Materials	Assignment(s)	Points Possible	Due Date (by 11:59pm ET)
A	0	Course Overview	Segment A Overview	Getting Started Activities	10	Sunday, July 23, 2023
B	1	Introduction to Business	Unit 1 Materials	What is a Business? Discussion (first post due Tuesday 7/25)	10	Wednesday, July 26, 2023
C	2	Business Technology	Unit 2 Materials	Excel Module 1: Fundamental Skills	5	Sunday, July 30, 2023
	3	Economic Environment	Unit 3 Materials	Supply & Demand Discussion (first post due Saturday 7/29)	10	
D	4	Global Business Environment	Unit 4 Materials	Excel Module 2: Mathematical Computations	5	Wednesday, August 2, 2023
	5	Financial Markets	Unit 5 Materials	Outsourcing Discussion (first post due Tuesday 8/1)	10	
E	6	Legal Environment	Unit 6 Materials	Excel Module 3: Formulas, Functions, Logical & Lookup Functions	5	Sunday, August 6, 2023
	7	Ethics & Social Responsibility	Unit 7 Materials	Ethics Writing Assignment	10	
F	8	Entrepreneurship	Unit 8 Materials	Excel Module 4: Presenting Data with Charts	5	Wednesday, August 9, 2023
	9	Business Ownership	Unit 9 Materials	Watch "The Founder" & Answer Reflection Questions	10	
G	10	Introduction to Management	Unit 10 Materials	Excel Module 5: Tables	5	Sunday, August 13, 2023
	11	Operations Management	Unit 11 Materials	Are Leaders Born or Made? Discussion (first post due Saturday 8/12)	10	
H	12	Introduction to Human Resources	Unit 12 Materials	Excel Module 6: Multiple Sheet Files	5	Wednesday, August 16, 2023
	13	Motivating Employees	Unit 13 Materials	Careers & Retention Case Study	10	
I	14	Introduction to Marketing	Unit 14 Materials	Memorable Marketing Campaign Discussion (first post due Saturday 8/19)	10	Sunday, August 20, 2023
	Final Submission	Final Submission	Review Prior Materials	Final Reflection	30	

Key		
% of Grade	Possible Points	Type of Assignment
33%	50	Discussions
27%	40	Module Assignments
20%	30	Excel Modules
20%	30	Final Reflection

Updated July 11, 2023