SPM 4154 – ADMINISTRATION OF SPORT AND PHYSICAL ACTIVITY
University of Florida
Department of Tourism, Recreation and Sport Management
Fall 2018

Course Information:

Section:	08D8
Credits:	3
Dates:	Wednesday, 22 August to Friday, 14 December
Location:	Web based (https://elearning.ufl.edu/)

Contact Information:

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Office Hours:	1:00-4:00 pm Monday & Tuesday or by appointment

Course Overview:

This course will provide students with an in-depth analysis of the relationships between sport, physical activity, and management. Four primary functions of management—planning, organizing, leading and controlling—will be explored in several industry settings, including recreational, interscholastic, intercollegiate, and professional sport. Emphasis will be placed on the practical application of concepts related to organizational theory and organizational behavior.

Course Objectives:

After completing this course, students should be able to:

1) Understand the role that managers play in the proper functioning of sport organizations.
2) Apply broad management theory to practical sport and physical activity settings.
3) Develop real-world strategies for the effective planning, organizing, leading, and controlling of sport organizations and related events.
4) Identify and evaluate current problems in the administration of sport and physical activity

Course Textbook and Materials:

1. Lussier, R., & Kimball, D. (2013). *Applied Sport Management Skills, (With Web Study Guide)*. Human Kinetics. *(Available in hard copy or ebook)*
2. Additional required readings will be provided through the online Course Library on the Canvas course site: http://elearning.ufl.edu

COURSE INFORMATION AND POLICIES

Please be aware the online learning platform varies from the traditional classroom experience and can sometimes present unique challenges. Unlike traditional classroom settings, the online setting is available 24 hours a day and gives you the opportunity to tailor class time to your schedule. Please note, however, this course is not entirely self-paced and you must adhere to the specified **times** and **deadlines** during which course materials will be available and assignments or quizzes due.

There are no class meetings in which I can remind you of important dates so please familiarize yourself with these critical deadlines available on Canvas. I will post weekly video course updates under the Announcements tab on Canvas. Please make sure you watch these brief videos as they will contain current and relevant information.

If personal circumstances arise that interfere with your ability to meet a deadline, please let me know as soon as possible. Only university accepted excuses will be accepted and documentation must be provided with 72 hours of missing the deadline. Requirements for make-up work are consistent with university policies. To help ensure unplanned events do not prevent you from meeting a deadline, assignment submission windows are often available over several days allowing you to submit early.

Students are expected to provide feedback on the quality of instruction in this course by completing online evaluations. Evaluations will be open the last few weeks of the semester. Summary results of assessments are available at the GatorRator website.

Written Assignment Policies:
All materials must be original works and not have been submitted for any other course. All assignments must comply with the APA 6th edition, and proper documentation of all referenced work is required. A few of the guidelines include: staple/bound pages, standard cover page (including your own name, student ID, course number, course name, and name of instructor), 1" margins on all sides, typed, double-spaced, 12-point font, Times New Roman or Arial, numbered pages and reference page(s).

The Purdue online writing lab is helpful source for APA formatting and style: http://owl.english.purdue.edu/. Please be sure to spell-check and proofread your work. Poor grammar and unclear writing styles will negatively impact written assignment grades. All assignments will be submitted through "Turn-it-in" plagiarism software. PLAGARISM WILL NOT BE TOLERATED.

University Policy on Accommodating Students with Special Needs:
The Disability Resource Center in the Dean of Students Office provides students and faculty with information and support regarding accommodations for students with disabilities. Students requesting accommodation for disabilities must first register with the Dean of Students Office at the Disability Resource Center website: DRC-How to Get Started.

Academic Integrity
Any individual who becomes aware of an honor code violation is committed to take corrective action. The quality of a University of Florida education is dependent upon the community acceptance and enforcement of the Honor Code. Please refer to the University of Florida Honor Code for a complete explanation of the UF Academic Honesty policy.

Grade Appeal Policy
You have up to three (3) days after the deadline of an assignment or quiz to contact me with any issues or concerns, or submit to me your university accepted excuse, after which the grade is final. If you want to contend a quiz question, please make sure you provide supporting evidence from the book or lectures. If late assignments/quizzes are accepted, please know there will be a substantial grade penalty.

Communication
I can best be reached via my work email (dustinbhendrix@ufl.edu). Please be sure to include the course prefix and number, as well as to word emails professionally. If the answer to your question is on Canvas or the course syllabus, please know I will simply direct you there so please check these sources first.

PERFORMANCE EVALUATIONS

Student Profile: To help personalize the online learning environment, students will update their Canvas profiles with a current photo which will appear with the messages they post in the Online Community. Use the Settings link at the top right-hand corner to upload a photo. Then make a post in the "Student Profile" section of the discussion board.

Discussion Boards: In an effort to connect content from the lectures and readings to real-world, sport-related issues, students will participate in an online community with fellow classmates via an online discussion board. Throughout the semester, students will post original content, respond to questions provided by the instructor, and engage in dialogue with other students. **For each module, students will be responsible for posting a total of three comments- 1 initial post and 2 responses to your peers. Several of these posts are required to be VIDEO posts.**

Failure to complete this requirement will result in a score of ZERO on those discussion boards.

Team Presentations: Students will work in small teams and provide a 10-minute electronic presentation to the class on a topic related to the course. A portion of the final project grade will be based on peer evaluations provided by fellow team members following the presentations.

ePortfolio: To demonstrate mastery of the subjects discussed in class, students will complete 10 assignments covering a wide range of subjects, including leadership, staffing and career considerations, organizational politics, and quality control. Together, these assignments will create an ePortfolio, an electronic showcase of the student's work over the semester. In addition to illustrating the student's ability to plan, organize, lead, and control, the ePortfolio should indicate to prospective employers the student's readiness to lead.

Review Quizzes: To provide an assessment of your understanding of course content and readings, a total of *seven* online quizzes (one per module) will be given over the course of the semester. These quizzes will be formatted in several different ways, including true–false, multiple choice, and short answer. Each quiz will have *15 questions* and will have a time limit.

Course Evaluations (bonus; 5 pts. total) At least twice during the semester, students will be asked to complete an evaluation of the course. The purpose of the evaluations will be to assess both the core content and technical aspects of the online platform. Evaluations are voluntary, and bonus points will be awarded to students who complete evaluations.

More information about each assignment— including due dates and grading rubrics—will be provided to students via Canvas during the semester

GRADING

Grading Scale (No Rounding):

Student Profile	5 points
Discussion Boards (21 posts)	70 points
Team presentation	40 points
ePortfolio (10 total)	116 points
Quizzes (7 total)	42 points
Total	**273 points**

Grade Values:

Letter Grade		Total Points		Grade Points
A	=	253 – 273	=	4.00
A-	=	252 – 245	=	3.67
B+	=	244 – 239	=	3.33
B	=	238 – 226	=	3.00
B-	=	225 – 217	=	2.67
C+	=	216 – 212	=	2.33
C	=	211 – 198	=	2.00
C-	=	197 – 190	=	1.67
D+	=	189 – 185	=	1.33
D	=	184 – 171	=	1.00
D-	=	170 – 163	=	0.67
E	=<	162	=	0.00

*For more on grading please visit:
https://catalog.ufl.edu/ugrad/current/regulations/info/grades.aspx

Copyright Statement:

The instructor reserves the right to make changes to the syllabus and outline as the class progresses and circumstances arise. Students will be given ample notice of any changes.

WEEK	ACTION	ASSIGNMENTS	DUE DATE
SPM 4154 COURSE SCHEDULE FALL 2018			
1	**Watch**	Welcome Video from Instructor	28-Aug
	Post	Student profile	28 Aug & 31 Aug
	Complete	Syllabus Quiz	28-Aug
Module 1 - Introduction to Sport Management			
1 & 2	**Watch**	Weekly Check-in	
		Managing Sports	
		The Sport Industry Environment	
		Ethical and Social Responsibility	
	Read	ASMS Ch. 1	
		ASMS Ch.2	
		Lavigne	
	Complete	Quiz #1	31-Aug
		ePortfolio 1	2-Sep
		Discussion Posts	30 Aug & 2 Sep
Module 2 - The Human Resources			
3 & 4	Watch	Weekly Check-in	
		Professionals and Professionalism	
		Volunteers and Interns	
		Clients	
	Read	Belson	
	Complete	Quiz #2	14-Sep
		ePortfolio 2	16-Sep
		Discussion Posts	13 Sep & 16 Sep
Module 3 - Planning			
5 & 6	Watch	Weekly Check-in	
		Decision Making	
		Moneyball Clip	
		Strategic Planning 1 & 2	
	Read	ASMS Ch. 3	
		ASMS Ch. 4	
		Sternbergh	
	Complete	ePortfolio 3	23-Sep
		Quiz #3	28-Sep
		ePortfolio 4	30-Sep
		Discussion Posts	27 Sep & 30 Sep

Module 4 - Organizing			
7 & 8	Watch	Weekly Check-in Organizing Work Job Design Managing Change Staffing & Career Considerations	
	Read	ASMS Ch. 5 ASMS Ch. 6 ASMS Ch. 7	
	Complete	ePortfolio 5 Quiz #4 Discussion Posts ePortfolio 6	7-Oct 12-Oct 11 Oct & 14 Oct 14-Oct
Module 5 - Leading			
9 & 10	Watch	Weekly Check-in Leadership Behavior Leadership Theory Communication Motivation	
	Read	ASMS Ch. 10 ASMS Ch. 11 ASMS Ch. 12 Smith	
	Complete	ePortfolio 7 Quiz #5 ePortfolio 8 Discussion Posts	21-Oct 26-Oct 28-Oct 25 Oct & 28 Oct
Module 6 - Group Dynamics			
11 &12	Watch	Weekly Check-in Organizational Behavior Organizaiton Politics Team Development	
	Read	ASMS Ch. 8 ASMS Ch. 9	
	Complete	ePortfolio 9 Quiz #6 ePortfolio 10 Discussions Post	4-Nov 9-Nov 11-Nov 8 Nov & 11 Nov
Module 7 - Controlling			
13 &14	Watch	Weekly Check-in Quality Control Facilities & Events	
	Read	ASMS Ch. 13 ASMS Ch. 14	
	Complete	Quiz #7 Discussion Posts ePortfolio Final Team Presentation	20-Nov 27 Nov-30 Nov 2-Dec 5-Dec