

**OHO 372
NURSERY RETAIL TECHNOLOGY
COURSE SYLLABUS
FALL 2003**

INSTRUCTOR

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Office Hours: 9:00 to 12:00 noon and 1:00 to 4:00 except when in class and other appointments.

CATALOG DESCRIPTION

The design, development, and management of a retail nursery outlet, primarily a retail nursery garden center. Students will develop a model retail business including all phases of applied sciences such as business record keeping with the assistance of microcomputers.

MEETING TIME

8:00 AM to 9:15 AM TR

OBJECTIVES

This course is designed to familiarize the student with all phases of development and operation of a retail nursery outlet. This includes (but is not limited to) site selection, customer demographics, inventory management, marketing strategies, financial management, personnel management, and record keeping. In addition, there will be a brief study of the history of the U.S. nursery marketing industry.

Text: None

DISABILITY STATEMENT

If there is any student in this class who is in need of academic accommodations and who is registered with the Office of Services for Students with Disabilities, please make an individual appointment with the course instructor to discuss accommodations. Upon individual request, this syllabus can be made available in alternative forms. If any student who is not registered with the Office of Services for Students with Disabilities has need of academic accommodations, please contact the Office directly either in person in room 361 of the Student Services Building or by telephone at 622-1500.

ATTENDANCE POLICY

Students in Agriculture/Horticulture classes are required to attend all scheduled class meetings. If students have a legitimate reason to be absent (personal illness, critical illness, death in their immediate family or participation in an approved University activity) they are expected to discuss it with the instructor prior to the anticipated absence and make arrangements for any make-up work that must be done. Completion of make-up work is the responsibility of the student. The instructor will judge the validity of the reason for an absence.

(Attendance policy continued)

In case of an emergency of such nature that the above requirements cannot be met, the student should inform the instructor at the first opportunity after the student's return to the campus and should present adequate and documented reasons. Absences in excess of 20 percent of a class will automatically result in a failing grade unless this is waived by the instructor and department chair.

Students who have unexcused absences forfeit the right to do make-up work especially quizzes, exams and laboratories given that day.

Enforcement of this policy is the responsibility of the instructor. Unexcused absences may be used as a factor in determining a grade for the course.

Role will be taken at the BEGINNING of the class by use of a sing-in roll sheet. If a student enters the classroom after the role is taken it is the **STUDENT'S** responsibility to sing the roll sheet. Otherwise the student will be recorded as being absent.

NOTE: No makeup quizzes will be given.

Excused absence or tardiness **will not** allow for makeup quizzes to be taken.

GRADING PROCEDURES

Each student's final grade will be based on the following:

- 1. Five 20 point quizzes (**NO MAKEUP QUIZZES GIVEN**)... 100 points
 - 2. Midterm exam..... 100 points
 - 3. Periodical reviews..... 40 points
 - 4. Field Trip Report 40 points
 - 4. Management group activities..... 100 points
 - 5. Class attendance, class participation, etc..... 20 points
 - 6. Final exam 8:00 AM Wednesday Dec. 15th (**comprehensive**)200 points
- Total** , 600 points

Letter grades will be assigned on the following basis:

Grade	% of Possible Points	Point Range
A	100% -90%	600 - 540
B	89% - 80%	539 - 480
C	79% - 70%	479 - 420
D	69% - 60%	419 - 360
F	Less than 60%	Any total lower than 360

