ADMINISTRATION OF SPORT AND PHYSICAL ACTIVITY: SPM 4154, FALL 2018

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 a number of industry settings, including recreational, interscholastic, intercollegiate, and professional sport. Particular emphasis will be placed on the practical application of concepts related to organizational theory and organizational behavior.

Contact Information
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office hours available on campus and virtually; times available by appointment

ABOUT THIS COURSE:
Upon the successful completion of this course, the student will be able to:
- understand the role that managers play in the proper functioning of sport organizations.
- apply broad management theory to practical sport and physical activity settings.
- develop real-world strategies for the effective planning, organizing, leading, and controlling of sport organizations and related events.
- identify and evaluate current problems in the administration of sport and physical activity.

Course Materials

Required Texts
Course website: elearning.ufl.edu
Applied Sport Management Skills (2013) by Robert N. Lussier and David C. Kimball (2nd edition) available in hard copy or ebook
Additional required readings will be provided through the online Course Library

Grading Scale

≥ 253 A	239-244 B+	212-216 C+	185-189 D+	≤ 162 E
245-252 A-	226-238 B	198-211 C	171-184 D	
	217-225 B-	190-197 C-	163-170 D-	

Assignments Overview

Student Profile (5 pts.) 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.

Online Community (70 pts.) 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 minimum of three comments, some of which may be video posts.

Team Presentations (40 pts.) 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 (116 pts.) 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 culminate in 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 (42 pts.) 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. Please refer to the following link for UF grading policies: https://catalog.ufl.edu/UGRD/academic-regulations/grades-grading-policies/

Course Policies

Late Assignment Policy

Unless otherwise noted, all assignments are due at 11:59 p.m. on the designated date. Note there are no exceptions to the Late Assignment Policy outlined below. Students with prior knowledge of a scheduling conflict must make arrangements to submit assignments prior to the designated due date.

Documentation is required for a scheduling conflict to be excused. Excused absences include, but are not limited to, personal illness, family illness or death, call to jury duty, religious holy days, and official University activity. Conflicts will be excused at my discretion.

Students who do not complete a quiz or discussion board post by the scheduled due date and time will receive a 0—quizzes and discussion posts cannot be submitted late. Conversely, students failing to complete an ePortfolio assignment by the designated due date may, with penalty, submit the assignment late. The penalty for a late assignment is as follows:

- The equivalent of 15% will be deducted immediately after an assignment becomes late.
- Additionally, the equivalent of 10% will be deducted for each consecutive day the assignment is not turned in after the designated due date. An assignment may be turned in late as long as the total point deductions do not exceed the equivalent of 100%.

UF Academic Honor Code

Plagiarism and cheating (academic dishonesty) are not tolerated, and violation of the honor code will incur serious consequences. For more information about UF's academic honor system, please consult http://www.dso.ufl.edu/sccr, or see me if any part of the code is unclear.

Any violation of the Academic Honor Code will result in a zero (0) for the assignment, and the student will be reported to the Dean of Students Office. There are no exceptions to this policy.

Students with Disabilities

Any student who feels she or he may need an accommodation based on the impact of a disability should contact me privately to discuss your specific needs. Students requesting accommodation must first register with the Dean of Students Office. The Dean of Students Office will provide documentation to the student who must then provide this documentation when requesting accommodation. For more information, refer to:

Online: http://www.dso.ufl.edu/drc
Phone: 352-392-8565 (V) or 800-955-8771 (Relay)
Office: Reid Hall Room 001

This syllabus and other course materials are available in alternative formats upon request.

Course Evaluations

Students are expected to provide feedback on the quality of instruction in this course based on 10 criteria. These evaluations are conducted online at http:// evaluations.ufl.edu. Evaluations are typically open during the last two or three weeks of the semester, but students will be given specific times when they are open. Summary results of these assessments are available to students at https://evaluations.ufl.edu/results.

Online Learning

Technical Support

Students who experience technical difficulties with Canvas, your browser, or accessing online content should contact the UF Help Desk as soon as possible:

Online: http://my.it.ufl.edu/
Phone: 352-392-HELP

If a technical issue is impacting your ability to complete an assignment or quiz, please document the issue by recording the ticket number you receive from the Help Desk.
All other general course questions should be referred to the Course Questions section of the Online Community.

COURSE SCHEDULE

Course Orientation: Getting Started

complete	ASSIGNMENT	DUE DATE
	Student Profile	Aug. 27
	Syllabus Quiz	complete before Module 1

Module 1: Introduction to Sport Management

	Watch	Read
	Managing Sports	ASMS Ch. 1
	The Sport Industry Environment	ASMS Ch. 2
	Ethics and Social Responsibility	Lavigne

complete		
	Quiz 1	Aug. 31
	ePortfolio1	Sept. 4
	Discussion Posts	Sept. 4

Module 2: The Human Resources

	Watch	Read
	Professionals and Professionalism	Belson
	Volunteers and Interns	
	Clients	

complete		
	Quiz2	Sept. 14
	ePortfolio 2	Sept. 16
	Discussion Posts	Sept. 16

Module 3: Planning

	Watch	Read
	Decision Making	ASMS Ch. 3
	Moneyball clip	Sternbergh
	Strategic Planning 1 & 2	ASMS Ch. 4

complete		
	ePortfolio 3	Sept. 21
	Quiz 3	Sept. 28
	Discussion Posts	Sept. 30
	ePortfolio 4	Sept. 30

Module 4: Organizing

	Watch	Reed
	Organizing Work	ASMS Ch. 5
	Job Oesign	ASMS Ch. 6
	Managing Change	ASMS Ch. 6
	Staffing & Career Considerations	ASMS Ch. 7

complete		
	ePortfolio 5	Oct. 5
	Quiz 4	Oct. 7
	Discussion Posts	Oct. 12
	ePortfolio 6	Oct. 14

Module 5: Leading

	Watch	Read
	Leadership Behavior	Smith
	Leadership Theory	ASMS Ch. 12
	Communication	ASMS Ch. 10
	Motivation	ASMS Ch. 11

complete		
	ePortfolio 7	Oct. 19
	Quiz 5	Oct. 21
	ePortfolio 8	Oct. 26
	Discussion Posts	Oct. 28

Module 6: Group Dynamics

	Watch	Read
	Organizational Behavior	ASMS Ch. 8
	Organizational Politics	ASMS Ch. 8
	Team Development	ASMS Ch. 9

complete		
	ePortfolio 9	Nov. 5
	Quiz 6	Nov. 9
	ePortfolio 10	Nov. 14
	Discussion Posts	Nov. 14

Module 7: Controlling

	Watch	Read
	Quality Control	ASMS Ch. 13
	Facilities & Events	ASMS Ch. 14

complete		
	Quiz 7	Nov. 18
	Discussion Posts	Nov. 20
	ePortfolio Final	Dec. 1
	Team Presentation	Dec. 5