# Course Scoping Document

Course Title:  
BUS 330 – Management and Organizational Behavior

Course Description:  
This course introduces students to core concepts in management and organizational theory, focusing on leadership, motivation, team dynamics, and decision-making. Students will engage through case studies, videos, and weekly discussions.

## Project Objectives:

* Design an 8-week asynchronous undergraduate online course
* Align course with AACSB learning outcomes
* Ensure accessibility and mobile compatibility
* Launch course in LMS (Canvas) by August 15

## Key Stakeholders:

* Subject Matter Expert (SME): Dr. Jane Smith
* Program Director: Dr. Michael Lee
* Instructional Designer: Dana Roberts
* Media Team Lead: Alex Gomez
* Teaching & Learning Support: Sarah Kim

## Deliverables:

* Course syllabus
* Weekly modules (8 total)
* 8–10 short videos (2–5 minutes each)
* Interactive activities and quizzes
* Final assessment (case analysis)
* Instructor guide

## Exclusions:

* No development of prerequisite courses
* No integration of third-party tools outside Canvas
* No live class sessions or synchronous components

## Timeline:

* Kickoff: June 1
* Module drafts complete: July 5
* Media production complete: July 20
* Final QA and stakeholder review: August 1
* Launch: August 15

## Communication Plan:

* Weekly status emails (Fridays)
* Biweekly check-ins with SME
* Shared project folder in Google Drive
* Stakeholder updates at key milestones

## Acceptance Criteria:

* Final course approved by SME and Program Director
* Accessibility checklist completed
* All modules tested and published in Canvas

## Constraints:

* SME has limited availability in July
* Media team only available for 2 days/week
* Instructional design team managing 3 other concurrent builds