

**Kin 4422B: Entrepreneurship in Clinical Kinesiology
Winter 2024**

<p>Instructor: Dr. Marc Mitchell Office: Thames Hall rm. 4147 Email: marc.mitchell@uwo.ca Phone: 519-661-2111 ext. 87936 Office Hrs: As needed TA: TBD</p>	<p>Lectures: M/W/F</p> <p>Instruction Mode: In person, Location TBD</p>
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NOTE: All course information including grades, assignment outlines, deadlines, etc. are available via OWL. Check the website regularly for course announcements.

Calendar Course Description (including prerequisites/anti-requisites):

Students will focus on the business, organizational, and technological aspects of Clinical Kinesiology. The intent is to provide students with the background (and confidence) in communication, technology, and job skills in the business and entrepreneurial aspects of kinesiology.

Extra Information: 3 lecture hours.

You are responsible for ensuring that you have successfully completed all course pre-requisites, and that you have not taken an anti-requisite course.

Statement on Prerequisite Checking

Unless you have either the requisites for this course or written special permission from your Dean to enroll in it, you may be removed from this course and it will be deleted from your record. This decision may not be appealed. You will receive no adjustment to your fees in the event that you are dropped from a course for failing to have the necessary prerequisites

NOTE: If you wish to enroll in this course without the stated pre-requisite(s), you must obtain written approval from the course instructor. The approval should then be forwarded to your academic counsellor.

My Course Description

The job market is competitive. The overarching objective of this course will be to introduce you to some of the skills you may need to create your own job – in other words, start your own business. Developing your entrepreneurial spirit will be an important course objective. Business creation in the health and wellness space (within the broad scope of Registered Kinesiology practice) will be a focus. Whether you are looking for full-time employment (and pay) or a part-time venture to pursue a passion and compliment other work you do, the basic principles are the same: (1) identify an attractive idea, (2) bring a qualified team together, (3) write a compelling business plan, and (4) secure adequate funding. Lectures, multiple guest presentations from business owners, group assignments and presentations will facilitate business skill development. The use of technology (e.g., smartphones, apps, wearables, coding basics, social media and the “Internet” in general) will figure prominently throughout the course as well.

Learning Outcomes:

Upon completion of this course, students will be able to:

1. **Identify and delineate** theoretical terms and concepts with regards to starting a business. (Knowledge)
2. **Compare and contrast** theoretical and practical approaches for business development in a Clinical Kinesiology context. (Analysis)
3. **Synthesize** research and practical knowledge about business development in various markets. (Comprehension)
4. Begin to **Develop** skills as they pertain to starting your own business. (Application)
5. **Further develop** abilities to *critically reflect* upon own learning and relate to the topics discussed in class. (Reflection)

Required Course Material/Text:

None. Readings will be posted via lecture notes and on OWL.

Course Evaluation Overview:

1. Participation Quizzes: Based on attendance, readings, podcasts, etc.	5%
2. “Founder’s Pitch” Presentation	5%
3. Quiz 1	10%
4. “Interim” Business Plan	20%
5. “Interim” Business Pitch	10%
6. Quiz 2	10%
7. “Final” Business Plan	25%
8. “Final” Business Pitch	15%

Late Policy

Assignments are due as stated in the course syllabus. Late assignments will be penalized at a rate of 10% **per day**. If assignment is due at 11:55pm on a given day 10% will be lost for late submission even if only by 1 minute (e.g., 11:56pm will be docked 10%). Assignments that are not submitted at all will receive a zero (0). A missed mid-term examination (in our case, this is Quiz 1 and Quiz 2), without appropriate documentation will result in a zero (0) grade. Acceptable reasons might include hospital stays, serious illness, family emergencies (like serious accidents, illness or death) or similar circumstances. Under such circumstances, make-up quizzes will be available on **February 7, 2024 and March 27, 2023** for Tests 1 and 2, respectively. Students unable to write the make-up quizzes will have the weight of that quiz pushed to the final business plan. Lastly, missed presentations with formal accommodation (founder’s pitch, interim pitch, final pitch) will be rescheduled for another class day as agreed upon by instructor and student.

Course Evaluation Details:

1. **Participation Quizzes**, DUE: Throughout term (see OWL 'Tests & Quizzes' for details).
2. **Founder's Pitch Presentation**, DUE: Third week of term on your presentation day.

This is your opportunity to synthesize what has been covered in class so far and at least begin to propose your business idea (to be developed further with your interim and final business plans later on in the term). This may not be the business idea you develop in the end for class, but it will give you the chance to propose it early on and receive feedback and advice.

Fill-in single-slide "Founder's Pitch" template and memorize for your 30 second pitch presentation. In addition, be ready to answer questions around (a) the specific problem you are addressing and (b) the novelty and feasibility of your solution (i.e., proposed product or service). At least one College of Kinesiologists of Ontario (COKO) essential competency should be reflected in your pitch.

3. **Quiz 1**, DUE: February 2

25 multiple choice questions based on content covered since beginning of term.

4. **Interim Business Plan**, DUE: The written plan is due the Thursday, February 8th at 11:55pm.

The interim business plan should include the following sections (subsections are described (with examples) in the www.futurpreneur.ca business plan writer tool):

- a) Company profile
- b) Market Research

See rubric on OWL for more information.

5. **Interim Business Pitch**, DUE: The written plan is due the Thursday, February 8th at 11:55pm. The oral presentations will take place the following week (Monday Feb 12th-Friday, February 16th).

2:00 min presentation; marks (1 out of 10, or 10%) will be automatically lost if you go over 2 minutes so practice, practice, practice and time yourself when you do. See slide template on OWL.

6. **Quiz 2**, DUE; March 22

25 multiple choice questions based on content covered since Quiz #1.

7. **Final Business Plan**, DUE: The written plan is due Friday, March 22nd at 11:55pm.

The final business plan should include the following sections (subsections are described (with examples) in the www.futurpreneur.ca business plan writer tool):

- a) Company profile (updated)
- b) Market Research (updated)
- c) Sales & Marketing
- d) Operations
- e) Financials

See rubric on OWL for more information.

8. **Final Business Pitch**, DUE: The written plan is due Friday, March 22nd at 11:55pm. The oral presentations will take place starting Monday, March 25th until the end of term (Monday-Friday).

3:00 min presentation; marks (1 out of 10, or 10%) will be automatically lost if you go over 3minutes so practice, practice, practice and time yourself when you do. See slide template on OWL.

Weekly Schedule:

Week	Topic	Guests	Readings
1	Introduction; Resource Review; You and I		<i>Weekly readings posted to OWL.</i>
2	Ideation	Guests: TBD	
3	Founder's Pitch Presentations		
4	Market Research	Guest: TBD	
5	Interim Business Plan Preparations		
6	Interim Business Pitches		
	Reading Break		
7	Marketing & Sales	Guest: TBD	
8	Operations & Logistics (registering etc.)		
9	Financials	Guest: TBD	
10	Final Business Plan Preparations		
11/12	Final Business Pitches		

Course/University Policies

1. The website for Registrarial Services is <http://www.registrar.uwo.ca>.

In accordance with policy, the centrally administered e-mail account provided to students will be considered the individual's official university e-mail address. It is the responsibility of the account holder to ensure that e-mail received from the University at his/her official university address is attended to in a timely manner.

2. **Academic Offences**

Scholastic offences are taken seriously and students are directed to read the appropriate policy, specifically, the definition of what constitutes a Scholastic Offence, in the Academic Calendar (westerncalendar.uwo.ca).

Plagiarism

Student work is expected to be original. Plagiarism is a serious academic offence and could lead to a zero on the assignment in question, a zero in this course, or your expulsion from the university. You are plagiarizing if you insert a phrase, sentence or paragraph taken directly from another author without acknowledging that the work belongs to him/her. Similarly, you are plagiarizing if you paraphrase or summarize another author's ideas without acknowledging that the ideas belong to someone else. All papers may be subject to submission for textual similarity review to the commercial plagiarism detection software under license to the University for the detection of plagiarism. All papers submitted will be included as source documents in the reference database for the purpose of detecting plagiarism of papers subsequently submitted to the system. Use of the service is subject to the licensing agreement, currently between Western University and Turnitin.com (www.turnitin.com).

Re-submission of Previously Graded Material

Without the explicit written permission of the instructor, you may not submit any academic work for which credit has been obtained previously, or for which credit is being sought, in another course or program of study in the University or elsewhere.

Use of Statistical Pattern Recognition on Multiple Choice Exams

Computer-marked multiple-choice tests and/or exams may be subject to submission for similarity review by software that will check for unusual coincidences in answer patterns that may indicate cheating.

3. **Use of Electronic Devices**

During Exams: Unless you have medical accommodations that require you to do so, or explicit permission from the instructor of the course, you may not use any electronic devices during ANY tests, quizzes, midterms, examinations, or other in-class evaluations.

During Lectures and Tutorials: Although you are welcome to use a computer during lecture and tutorial periods, you are expected to use the computer for scholastic purposes only, and refrain from engaging in any activities that may

distract other students from learning. From time to time, your professor may ask the class to turn off all computers, to facilitate learning or discussion of the material presented in a particular class. **Unless explicitly noted otherwise, you may not make audio or video recordings of lectures – nor may you edit, re-use, distribute, or re-broadcast any of the material posted to the course website.**

Personal Response Systems (“clickers”) may be used in some classes. For those classes in which we use this technology, it is your responsibility to ensure that the device is activated and functional. You must speak with the course instructor immediately, if you have any concerns about whether or not your clicker is malfunctioning.

You must use only your own clicker. For all components of this course in which clicker records are used to compute a portion of the grade:

- The use of somebody else’s clicker in class constitutes a scholastic offence;
- The possession of a clicker belonging to another student will be interpreted as an attempt to commit a scholastic offense

4. **Academic Considerations and Absences from Lectures and Assessments**

Religious Accommodation

When a course requirement conflicts with a religious holiday that requires an absence from the University or prohibits certain activities, students should request (in writing) any necessary academic considerations at least two weeks prior to the holiday to the academic counsellors in their Home Department. Additional information is provided in the [Western Multicultural Calendar](#).

Academic Accommodation

Please contact the course instructor if you require lecture or printed material in an alternate format or if any other arrangements can make this course more accessible to you. Students with ongoing accommodation needs within this course are also encouraged to contact [Accessible Education](#), which provides recommendations for accommodation based on medical documentation or psychological and cognitive testing. The policy on Academic Accommodation for Students with Disabilities can be found [here](#).

Academic Consideration

The University recognizes that a student’s ability to meet their academic responsibilities may, on occasion, be impaired by extenuating circumstances that are medical or compassionate in nature. These extenuating circumstances may be acute (short term), or it may be chronic (long term), or chronic with acute episodes. In all cases, students are advised to consult with the academic counsellors in their home units, at their earliest opportunity. Academic counsellors may refer students to [Accessible Education](#) for ongoing academic accommodations.

Most forms of academic consideration require documentation, and this

documentation is to be submitted to academic counsellors within five (5) business days of their return to academic responsibilities. Any such documents will be retained in the student's file, and will be held in confidence in accordance with the University's Official Student Record Information Privacy Policy. Once the petition and supporting documents have been received and assessed, appropriate academic considerations shall be determined by academic counseling, in consultation with the student's instructor(s). Academic considerations may include extension of deadlines, waiver of attendance requirements for classes/labs/tutorials, arranging Special Exams or Incompletes, re-weighting course requirements, or granting late withdrawals without academic penalty. Academic considerations shall be granted only where the documentation indicates that the onset, duration and severity of the illness are such that the student could not reasonably be expected to complete their academic responsibilities. (Note – it will not be sufficient to provide documentation indicating simply that the student “was seen for a medical reason” or “was ill.”).

Whenever possible, students who require academic considerations should provide notification and documentation in advance of due dates, examinations, etc. Under no circumstances are students expected to submit rationales for (or documentation of) any absences, to course instructors. Students are, however, required to follow-up with course instructors, in a timely fashion, to identify the ways in which the academic consideration will be implemented.

Examination Conflicts

A student completing tests or examinations with flexible submission times (e.g., where one or more evaluation is a take-home assessment) cannot request alternative arrangements unless a conflict cannot be avoided by rescheduling writing the exam to a different time within the window specified by the instructor. This applies to direct conflicts as well as “heavy load” conflicts (e.g., three exams within a 23-hour period). The student should discuss any concerns about a potential conflict and/or request academic considerations with their academic counselling unit prior to the deadline to drop a course without academic penalty.

In the case of online tests and examinations, use of a “Conflict Room,” wherein student can write two proctored exams concurrently, will be interpreted as arrangements for continuous proctoring.

5. *Contingency Plan for an In-Person Class Pivoting to 100% Online Learning*

In the event of a situation that requires this course to pivot to online content delivery, all remaining course content will be delivered entirely online, either synchronously (i.e., at the times indicated in the timetable) or asynchronously (e.g., posted on OWL for students to view at their convenience). The grading scheme will **not** change. Any remaining assessments will also be conducted online as determined by the course instructor

Note that disruptive behaviour of any type during online classes, including inappropriate use of the chat function, is unacceptable. Students found guilty of Zoom-bombing a class or of other serious online offenses may be subject to disciplinary measures under the Code of Student Conduct.

6. Online Proctoring

Tests and examinations in this course may be conducted using a remote proctoring service. By taking this course, you are consenting to the use of this software and acknowledge that you will be required to provide **personal information** (including some biometric data) and the session will be **recorded**. Completion of this course will require you to have a reliable internet connection and a device that meets the technical requirements for this service. More information about this remote proctoring service, including technical requirements, is available on Western's Remote Proctoring website at: <https://remoteproctoring.uwo.ca>.

7. Grades

Where possible assignment objectives and rubrics will be posted on OWL.

Generally, students can expect some form of feedback on their performance in a course before the drop date.

- November 13th, 2023 (for first term half-courses)
- November 30th, 2023 (for full-year courses)
- March 7th, 2024 (for second term half-or full year courses)

A+	90-100	<i>One could scarcely expect better from a student at this level</i>
A	80-89	<i>Superior work that is clearly above average</i>
B	70-79	<i>Good work, meeting all requirements and eminently satisfactory</i>
C	60-69	<i>Competent work, meeting requirements</i>
D	50-59	<i>Fair work, minimally acceptable.</i>
F	below 50	<i>Fail</i>

Rounding of Grades (for example, bumping a 79 to 80%):

This is a practice some students request. The final grade documented is the grade that you have achieved. There is no rounding to the next grade level, or 'giving away' of marks. Please don't ask me to do this for you; the response will be "please review the course outline where this is presented".

Appealing a Grade Within this Course

You have the right to appeal any grade within this course. The grounds for a grade appeal may be one or more of: medical or compassionate circumstances, extenuating circumstances beyond the student's control, bias, inaccuracy, or unfairness. All grounds advanced in a request for relief must be supported by a clear and detailed explanation of the reasons for the request together with all supporting documentation.

Appeals generally proceed in this order:

1. Course instructor (informal consultation)
2. Department Chair (submission of written request)
3. The Dean of the Faculty (submission of written request)

In the case of perceived procedural unfairness, steps 2 and 3 are carried out within the Department and Faculty offering the course. In the case of extenuating medical or compassionate circumstances that impact on a grade, steps 2 and 3 are carried out within a student's Home Department and Faculty.

A request for relief against a mark or grade must be initiated with the instructor as soon as possible after the mark is issued. In the event that the instructor is not available to the student, or fails to act, or if the matter is not resolved satisfactorily with the instructor, a written request for relief must be submitted to the Chair of the Department within three weeks of the date that the mark was issued. In the case of a final grade in a course, the written request for relief must be submitted to the Chair of the department by January 31st (for first-term half courses) or June 30th (for second-term half courses or full-year courses)

8. Support Services

Health and Wellness:

Information regarding health and wellness-related services available to students may be found at <http://www.health.uwo.ca/>.

Students who are in emotional/mental distress should refer to Mental Health@Western (<http://www.health.uwo.ca/>) for a complete list of options about how to obtain help.

There are various support services around campus and these include, but are not limited to:
Student Development Centre -- <http://www.sdc.uwo.ca/ssd/>
Ombudsperson Office -- <http://www.uwo.ca/ombuds/>

9. Student Code of Conduct

The purpose of the Code of Student Conduct is to define the general standard of conduct expected of students registered at Western University, provide examples of behaviour that constitutes a breach of this standard of conduct, provide examples of sanctions that may be imposed and set out the disciplinary procedures that the University will follow. For more information, visit <https://www.uwo.ca/univsec/pdf/board/code.pdf>