

Undergraduate Connections - September 2014

College of Business and Innovation (COBI)

[Office of Student Retention and Academic Success](#) (Student Services/Academic Advising)

Savage Business Complex, Suite 3130

COBIadvising@utoledo.edu (please include your R# when emailing any advisor)

419.530.2087

Advising Updates

Spring 2015 courses are now available to view!

If you notice any course time conflicts or other issues that may affect your spring registration while viewing the class schedule – contact Jenny McDowell Tharpe at Jennifer.mcdowell@utoledo.edu or COBIadvising@utoledo.edu **before registration begins** to see if any adjustments can be made. Include your Rocket # along with course issues

Spring 2015 Registration Begins October 15th

Continuing & Transfer Readmit Student Groups	Spring 2015
Honors, Graduate levels, Athletes, ROTC (Only ROTC Scholarship Cadets), Salford Students, Students with Disabilities, Office of Accessibility Note Takers & Military/Veteran	10/15/2014
Distance Learning Only Program	10/16/2014
100 or more earned hours	10/17/2014
90 or more earned hours	10/20/2014
80 or more earned hours	10/22/2014
UWD (Undergraduate with Degree)	10/24/2014
70 or more earned hours	10/27/2014
60 or more earned hours	10/29/2014
50 or more earned hours	10/31/2014
40 or more earned hours	11/03/2014
30 or more earned hours	11/05/2014
20 or more earned hours	11/07/2014
10 or more earned hours	11/10/2014
1 or more earned hours	11/12/2014
New Students in the current Fall term	11/14/2014
Open Registration	11/15/2014
Program 60	1/09/2015

If you experience Registration Problems....

As you register for spring term on the web – if you have been advised to register for a course and the system tells you that you do not meet a pre-requisite/test score error – **please call** us at 419-530-2087. Let us know the course or courses you are having difficulty registering for. We will verify the prerequisite, enter an approval into the system and then you will be able to register for the course. If you know you may have a prerequisite problem with a course, you may contact us prior to your registration date.

Walk-In Advising Hours – Savage Business Complex - Suite 3130

Sign-in for Walk-in Advising begins ½ hour prior to the start time. All students who sign-in will be seen – but must be present by the scheduled end-time. Our queuing system is viewable in the lounge at the end of the third floor hall (SB 3170) so that students have extra seating and study space if there is a wait. Please bring your Rocket ID or know your Rocket # so that you can successfully log into our queuing sign-in system.

Students will be most successful if they check their registration date and plan to attend an advising time just prior to that date. Individual appointments are also available by calling 419.530.2087

September 26	Friday	10 am – Noon
September 30	Tuesday	10 am – Noon
October 1	Wednesday	2 – 4 pm
October 2	Thursday	4 – 6 pm
October 6	Monday	1 – 3 pm
October 7	Tuesday	9:30 – 11:30 am
October 15	Wednesday	3 – 5 pm
October 16	Thursday	10 am – Noon
October 20	Monday	12:30 – 2:30 pm
October 21	Tuesday	10 am – Noon
October 22	Wednesday	2 – 4 pm
October 23	Thursday	4 – 6 pm
October 24	Friday	10 am – noon
October 27	Monday	11 – 1 pm
October 28	Tuesday	4:30 – 6:30 pm
October 29	Wednesday	2 – 4 pm
October 31	Friday	10 am – Noon

Graduation Application Deadlines and Ceremony Information

EVERY student must apply to graduate! Below are the graduation application deadlines for the upcoming academic terms:

- **Fall 2014** – ****PAST DUE**** – ACTION REQUIRED IMMEDIATELY
- **Spring 2015** – November 14, 2014 (recommended by November 1)
- **Summer 2015** – April 3, 2015 (Must apply by February 6, 2015 to participate in May 2015 Commencement ceremony)

If you apply by the posted deadline, you will receive two benefits. One, your name will appear in the commencement program, and two, you will receive a letter from the College of Business and Innovation regarding academic requirements to graduate. For example, if you are applying to graduate in May 2015, you will get a letter prior to classes beginning on January 12, 2015, that states based on your current registration, if any deficiencies exist that you will need to address in order to graduate.

Contact us **immediately at COBIadvising@utoledo.edu if you are graduating in December 2014 and have not applied to graduate.

NEW! Students can now apply for graduation via the myUT portal. The “apply to graduate” link is under the My Records Section of the Student Tab - under...More Record Options. You will want to select Fall 2014 as the current term and then it will allow you to select Spring 2015 as your graduation term. You have the ability to review your information prior to submitting it.

College Updates

Welcome our new COBI Dean

Dr. Gary Insch joined us on July 14th as COBI's new dean. Check out the UT News article for more info:
http://utnews.utoledo.edu/index.php/07_07_2014/new-dean-named-to-lead-college-of-business-and-innovation

COBI Building Name updates – Savage & Associates Business Complex & Stranahan Hall

Have you noticed our buildings name changes? Over the summer, Stranahan North officially became known as the Savage & Associates Business Complex. Stranahan South officially became Stranahan Hall. As you plan your schedule, courses in the Savage Business Complex (former Stranahan North) are listed as SB and classes in Stranahan Hall (former Stranahan South) are listed as ST.

Fall Job Fair

Mark your calendars! The Fall 2014 Job Fair for COBI students will be Friday, September 26, 2014 in the Student Union. Check the Business Career Programs website at <http://www.utoledo.edu/business/BCP/BCPEvents.html> for more information on the Job Fair.
Over 125 companies will be in attendance!!

Deirdre Jones named director of Schmidt School of Professional Sales

Deirdre Jones, M.B.A., who served as associate director of the Edward H Schmidt School of Professional Sales in The University of Toledo College of Business and Innovation, was named director of the School in July.

Course Updates

PSLS 3450-001: Account & Territory Management (IPAD REQUIRED) Instructor: Lora Cramer

This course will be offered again in the summer as an online course and the summer section will not require an iPad. If there are any issues – please let our office or Dept Chair, Dr Sharkey know.

MKTG 4980- Contemporary Topics - 5 Different courses

MKTG 4980-001 Web Design (not open to E-Commerce Majors as it is cross-listed with EBUS 3180)

MKTG 4980-002 Sports Marketing

MKTG 4980-003 Contextual & Location-Based Marketing

MKTG 4980-901 Social Media & Mkt E Commerce (not open to E-Commerce Majors as it is cross-listed with EBUS 4150)

MKTG 4980-902 Search Engine Marketing (not open to E-Commerce Majors as it is cross-listed with EBUS 4040)

INFS 3980- Contemporary Topics – App Development

This course may be added – stay tuned!!

Late Start Classes still available for Fall term –

CMPT 1410 Microsoft Excel Spreadsheet Application

CMPT 1420 Microsoft Access Database Application

CMPT 1430 Microsoft Word

CMPT 1440 Microsoft PowerPoint Presentation

CMPT 1450 Microsoft Outlook

CMPT 1600 Internet Design and Publishing

CMPT 1700 Blogging and Social Networking

CMPT 2430 Advanced Microsoft Word

Check out the schedule of classes.

Department Updates

Alan Barry Accounting Lab (SB 2130) is now open!

The Allan Barry Accounting Lab will offer tutoring and other services – please visit their website for more information- <http://www.utoledo.edu/business/ACCT/ACCTAccountingLab.html>

The Allan Barry Workshop Series:

The accounting department is pleased to announce the following free workshops to the accounting students enrolled in External I (ACCT3110) and External II (ACCT 3120) – please see their website for more information:

<http://www.utoledo.edu/business/ACCT/index.html>

Professional in Residence:

The Accounting Department will start the weekly “*Accounting Professional in Residency*” program this fall. Representatives from the Accounting firms and Corporation will hold office hours in the accounting lab on Mondays and Tuesdays during lunch time to network and provide one-on-one career advice to the accounting students. To register for the office hours, please use the link available on the accounting website.

<http://www.utoledo.edu/business/ACCT/index.html>

Study Abroad Trip - Austria/Germany/Czech Republic - May 2015

10-day study abroad trip for COBI students! Planned activities include cultural tours, business visits, and free time for you to explore Europe.

The study abroad trip counts as a 3-credit hour course (IBUS 4100 for undergrad/IBUS 6100 for grad). Students will be eligible to receive funds from the Global Business Development Institute and other UT sources to help reduce the cost of the trip.

FOR MORE INFORMATION:

<http://www.westjohn.com/studyabroad.htm>

Marketing & Professional Sales Career Discovery Night

Monday, September 29, 2014, 4:00-6:00 pm - Ingman Room Student Union

- Find out about different exciting career options
- Network with current business professionals
- Meet current Marketing and Professionals Sales Students
- Learn more about the curriculum and internships
- Get involved with student organizations: American Marketing Association & Pi Sigma Epsilon
- Free Chick-fil-A

"Business Casual attire (i.e., slacks, collared shirt, sweater set, etc.) is suggested when meeting business professionals, but not required to attend this event." **Win** a number of door prizes including a number of COBI and professional items. No need to register. Hope to see you there!

College Computing Updates

Office 365 Now Free to all students – as of September 15th

<http://www.utoledo.edu/IT/office365/>

Check out the website above for all information.

This offer is available to all registered students at the University of Toledo. If you have any questions about this free program or need additional assistance, please contact the Information Technology department by phone at 419.530.2400, or on the web at <http://ithelp.utoledo.edu> for assistance.

Laptop Checkout in ST 125

- Students must provide current UT Rocket Card
- 4 hour time limit is strictly enforced

COBI Computer labs

- The college has 4 labs in addition to laptop check out – ST 120, 125, 127 & 1019
- For students needing Adobe CS6 for class – it is now available in ST 1019

Do you know about UT's Virtual Lab?

Students can access lab software from anywhere! Check out this link:

<http://www.utoledo.edu/it/vlab>

Rocket Card not working in Card Swipes?

If your ID/Rocket Card does not work in a card swipe, it may be that you have an old Rocket Card. Please order a new replacement card: <http://www.utoledo.edu/rocketcard/>

Email accounts forwarded directly to your phone

Set up your email on any of the following devices to receive instant emails:

- Android
- Apple iPhone, iPod, iPad
- Blackberry
- Windows Mobile

<http://www.utoledo.edu/business/InfoTech/ITDocs/PhoneEmailSpring2013.pdf>

Free Network Cable for COBI Students!

The college has purchased laptop cables for all students enrolled in our college. Please present your UT ID in ST 125 (laptop check out room) to receive your cable. Every student is allowed one free cable during their enrollment as a UT COBI student. Don't run the risk of letting your computer connection fail during an exam or other important events. Pick up your cable today!