Instructor: Manisha M. Vaswani  
Phone: 817-272-3851  
manishamohan.vaswani@uta.edu

Office: COBA 204  
Mondays & Wednesdays 5:50 PM – 6:50 PM  
Meetings preferably through scheduled Appointments.

Location: Mondays & Wednesdays 7:00 PM – 8:20 PM  
COLLEGE OF BUSINESS COBA239

COURSE DESCRIPTION
MANA 3325 ENTREPRENEURSHIP AND VENTURE MANAGEMENT is designed to help you understand how to identify and assess new venture opportunities in either a start-up or a corporate environment. You will consider the attributes of entrepreneurs and the role of entrepreneurship in the economy. At the end of this course, you will understand: how to assess the market and financial feasibility of the new venture; how to select between ownership choices; how to use debt and equity financing; how to drive market adoption, and how to lead a growing company. The cornerstone of the course will be a Feasibility Project for a venture of your choice.

STUDENT LEARNING OUTCOMES
Upon completing this course, students will be able to:
- Understand how to assess the market and financial feasibility of the new venture.
- Identify and select an appropriate ownership choice.
- Understand how to use debt and equity financing.
- Develop a feasibility report that may lead to a business plan for a new venture.

HOW WILL I LEARN THIS COURSE?
In this class, you will learn as a result of the following:
1. Read the Text. This is critical. Read it in advance and be prepared to discuss anything in the assigned reading during the next class session. I have read the text several times and find it very easy reading as well as filled with great material. Read the text 2 times.
   a. Once for concepts. (critical)
   b. Once for outlining. (recommended)
2. Attend class. We will cover material in the class that is not included in the text. If you do not attend class regularly it will be very difficult for you to get full benefit and a good grade.
3. Group Project. You will be part of a group and assigned the task of completing a feasibility project. This project is a major portion of your grade and will consume a major portion of the
class time towards the latter part of the semester. You will need to be active in your participation with the group.

4. Interview an Entrepreneur. You will be required to interview an entrepreneur from the local business community. This will be an opportunity for you to learn directly from the entrepreneur as well as to develop a thought process where you ask questions that generate valuable insight into the entrepreneurial mind and process.

5. Analyze Crowdfunding Pitches.

REQUIRED TEXT
ISBN-10: 0133849627

COURSE COMPONENTS AND GRADE DISTRIBUTION
1. Class Participation - 10% WAIVED
2. Practical Case Study "Interview an Entrepreneur/Business Idea" - 10%
3. Crowd Funding Pitch Analysis: 5%
4. Group Feasibility Project and Presentation- 20%
5. Exams (Exam 1 (15%), Mid-Term (15%) and Final (25%): 55%

I will determine the grades based on the following scale:

<table>
<thead>
<tr>
<th>Grade</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>90% and above</td>
<td>A</td>
</tr>
<tr>
<td>80-89%</td>
<td>B</td>
</tr>
<tr>
<td>70-79%</td>
<td>C</td>
</tr>
<tr>
<td>60-69%</td>
<td>D</td>
</tr>
<tr>
<td>&lt;60%</td>
<td>F</td>
</tr>
</tbody>
</table>

COURSE DETAILS:

1. **Class Participation (10%)-WAIVED**
   a) Attendance is critical to your learning the materials and class will start on time each session. The Golden Rule of Time Management is: “Early is on time, On Time is Late, and Late is Unacceptable”. That is how business owners think and how entrepreneurs act. You will not be graded based on when you arrive for class, however, I will appreciate your timely arrival.
   b) Engagement is a key concept. Your level of true engagement while in the class will be a primary component of your grade. This is, of course, highly subjective and it is up to you to convince me that you are engaged.
c) Your active participation in class will show to me that you have read the materials in advance and that you have given thought to what you read. It is amazingly easy to see who is prepared and who is not prepared based on their level of engagement during a class.

d) **Do not use your cell phone during class.** Talking and texting on your cell phone is prohibited. Consider this your only warning.

e) If I notice that you are not proactively and voluntarily participating in class, I will likely call upon you. Be prepared to be called upon. If I call upon you and you are not prepared to discuss the material at hand this will be considered when I evaluate your Class Participation at the end of the semester.

f) Class Participation often makes the difference between one grade level and another. Remember, it is your responsibility to prove to me that you are prepared, not my responsibility to check and make sure you are prepared.

g) You will sign the attendance sheet at the beginning of every class. **After you skip more than two classes without a legitimate reason, I will start deducting 2% from the participation grade for each additional class that you miss.**

2. **Practical Case Study: (10%)**

I have given you two options here-either you can submit your interview with an entrepreneur, or you can come up with a business idea inspired by the situation we are in right now.

**A. Interview an Entrepreneur:**

a) You may not interview a member of your family... father, mother, spouse, sibling, aunt, uncle, etc. The Live Case Study will require you to go out and meet a ‘real live’ entrepreneur and interview him or her. It is NOT OK to simply get information from a website. You may interview the entrepreneur over the phone... it is not required that you meet with them in person.

b) The Entrepreneur must meet the definition of ‘Entrepreneur’ contained in the book.

c) You must provide complete contact information for the Entrepreneur including phone #, email address, website (if they have a website) and their business address.

d) As part of your required course work for MANA 3325 you must perform an Interview of an Entrepreneur who is actively in business **AT THIS TIME**. You may not base your interview on a business that was formed and closed or sold in the past. It must be a currently running business.

e) The following is your guide to how to conduct the interview and what I want you to learn and report back on your Case Study. You should expect to write 4-5 pages with single spaced lines and paragraphs with Times New Roman size 12 font... 1500 - 2500 words total on your Case Study. If you double-space you should expect to have an 8-10 page document.
You can find entrepreneurs to interview on LinkedIn or even Crunchbase. When you go to Crunchbase you can see a list of nascent ventures and click on their LinkedIn profile. You can skype, video calling, face time, call, email etc the entrepreneur. It does not have to be face-to-face. I have attached a sample video on how you can contact entrepreneurs through CrunchBase to this announcement. 

NOTE: The Entrepreneur selected must meet the definition of Entrepreneur that includes being both a risk taker and an innovator. Attorneys, Financial Planners, Insurance Agents, Real Estate Agents, Doctors, and similar business owners will not qualify. Only Owners/CEOs/Partners with equity ownership in their companies will qualify. If you are not sure ask me and I will let you know if the person fits.

Entrepreneur Contact Information Required:
• Entrepreneur Name
• Business Address
• Ph#
• Website
• Email Address

Questions Suggested to Ask:
1. What Products or Services are being sold? Describe in detail.
2. What was the initial vision or thought or motivating circumstances that triggered the business?
3. What is the Vision Statement?
4. What is the Mission Statement? NOTE: If the Entrepreneur does not provide one you must provide what you believe the Mission Statement and the Vision Statement are for the business based on your interview.
5. When was the business formed?
6. What kind of business entity is the business?
7. Why was that form of ownership selected?
8. What are the Key Factors of Success?
9. Who are the competitors? List at least 5 competitors. Perform a brief competitor analysis indicating what competitive advantages these competitors enjoy.
10. What competitive advantage does the entrepreneur enjoy?
11. What competitive and environmental threats does the entrepreneur face?
12. What specific goals has the entrepreneur established for the next 1, 3, and 5 years?
13. Is the entrepreneur succeeding at accomplishing the goals that they have thus far set?
14. How could the entrepreneur improve their business? Provide suggestions based on your analysis of the business.
15. Why did you choose this entrepreneur to interview?
16. What marketing is the entrepreneur using? Is it effective? Do you recommend other choices?
17. Tell me why you think this business will succeed, struggle, or fail over the next 2 years.
A. **Business Idea**

**COVID-19 inspired Business Idea:** If you are unable or don't want to interview an entrepreneur, you can submit a 2-sided (single spaced, times new roman point 12) business idea inspired from the situation we are in today. Due to the COVID-19 shut down of our community and country and keeping in mind the issues we are facing (such as shortage of toilet paper, groceries and commuting) what business or facility could have helped the people in this situation? Or what business ideas would help the community after this situation passes. Your idea must be followed by a list of benefits and challenges it could face as a product.

*For example, if I could, I would develop an app that would give me real-time updates about the stock of groceries in every store near my area such as Target, Walmart, Sam's club etc. so I wouldn't have to leave my house in search of them. Then I would briefly list how this would benefit anyone and what challenges it could face such as competition from amazon etc.*

**DUE DATE:** Due on April 1st, 2020. Due at the beginning of that class period. 10 points will be deducted out of 100 if not turned in on time. An additional 10 points will be deducted each additional class period it is not turned in at the beginning of.

**FORMAT:** Upload a copy on canvas’s submission portal. Print your name on the cover page. The cover page is not included in the # of pages.

3. **Crowdfunding Pitch Analysis: (5%)**

You will analyze 5 crowdfunding pitches from online sites such as IndieGoGo and Kickstarter and make a case for investment in one. Write up and submit before class a three-page memo, and volunteer in class to present your analysis. Due at the beginning of that class period. 10 points will be deducted out of 100 if not turned in on time. An additional 10 points will be deducted each additional class period it is not turned in at the beginning of.

4. **Group Feasibility Project and Presentation (20%)**

a) You will conduct a feasibility study for either a potential new venture, an existing venture model (franchise), or a new business opportunity in need of assessment for your current employer.

b) You will need to present primary data in order to support your decision. Therefore, you will need to be proactive and speak to potential customers.

c) You will work in groups of four or five students (no less or more). I will assign the students into teams. You will assess your group members after the final presentation of the Feasibility Project. This means that you are required to be actively involved in your group’s work. Thus, your feasibility project grade will be impacted by the feedback from your group members.

d) The composition of the feasibility project grade: presentation (20%) and written report (80%). Out of 100, presentation would be 20 points and the report will be 80 points.
e) The final report will be 20-25 pages of text and 5 pages of supporting material, 12 point Times New Roman, single spaced.

5. **Exams (55%)**: ONLINE ON CANVAS THROUGH LOCKDOWN BROWSER

a) Exams will take place during normal class hours and begin at normal class times. Students arriving more than 15 minutes late will not be permitted to take the exam. Bring #2 pencils and a scantron as required on test dates. Tests will consist of multiple choice, true/false, and/or short answer and/or essay questions about the material covered in the course including all assigned readings, videos, and in class exercises. Makeup exams will not be given after the exam has been administered. No exceptions.

b) There will be three examinations to assess mastery of the course material. The tests may include Fill in the Blank, Short Essay, Multiple Choice, and Yes/No or True/False question formats.

c) Everything covered in the course, including the book, can appear on the exam.

d) All three exams will be closed book.

e) Exams are not subject to 'make-up'... If you miss any exam, it will be extremely difficult for you to pass this course.

**GRADE GRIEVANCES**

Any appeal of a grade in this course must follow the procedures and deadlines for grade-related grievances as published in the current University Catalog. Every school or college must create his/her/its own grade grievance policy.

For undergraduate courses, see http://catalog.uta.edu/academicregulations/grades/#undergraduatetext; for graduate courses, see http://catalog.uta.edu/academicregulations/grades/#graduatetext. For student complaints, see http://www.uta.edu/deanofstudents/student-complaints/index.php.

**EXPECTED BEHAVIORS**

The classroom is a reflection of professional training and development in the business world. Many times the class size is large; please be thoughtful for the students around you and limit your distractions. Displays of hostility, yelling, throwing books, incivility, disrespectful or disruptive behaviors by students will not be tolerated; you will be asked to leave the classroom. All questions are gladly received, however with large classes, please make certain the questions are relevant to the subject matter we are studying. I will be teaching back to back classes and may not have any extra time at the end of class for individual questions and personal situations, please know that I care about you and want you to be successful. You may always come to my office and speak with me. Email me if you are going to be absent for an exam. Please make every effort to come on exam days.

**LAPTOPS, RECORDING, AND CELL PHONE USAGE**
Recording lectures is by permission by the professor only. Cell Phones are not to be used when class is in session. Laptops with course materials or for note taking are permitted; however, no personal or other work is to be done on the computer during class time. No Facebook or social media is to be conducted during class. You will be excused from class for that day. Perpetual offenders will need to set up a meeting with instructor.

DROP POLICY
Students may drop or swap (adding and dropping a class concurrently) classes through self-service in MyMav from the beginning of the registration period through the late registration period. After the late registration period, students must see their academic advisor to drop a class or withdraw. Undeclared students must see an advisor in the University Advising Center. Drops can continue through a point two-thirds of the way through the term or session. It is the student's responsibility to officially withdraw if they do not plan to attend after registering. Students will not be automatically dropped for non-attendance. Repayment of certain types of financial aid administered through the University may be required as the result of dropping classes or withdrawing. For more information, contact the Office of Financial Aid and Scholarships (http://www.uta.edu/aao/fao/).

STUDENT SUPPORT SERVICES
UT Arlington provides a variety of resources and programs designed to help students develop academic skills, deal with personal situations, and better understand concepts and information related to their courses. Resources include tutoring, major-based learning centers, developmental education, advising and mentoring, personal counseling, and federally funded programs. For individualized referrals, students may visit the reception desk at University College (Ransom Hall), call the Maverick Resource Hotline at 817-272-6107, send a message to resources@uta.edu, or view the information at www.uta.edu/resources.

AMERICANS WITH DISABILITIES ACT
The University of Texas at Arlington is on record as being committed to both the spirit and letter of all federal equal opportunity legislation, including the Americans with Disabilities Act (ADA). All instructors at UT Arlington are required by law to provide "reasonable accommodations" to students with disabilities, so as not to discriminate on the basis of that disability. Any student requiring an accommodation for this course must provide the instructor with official documentation in the form of a letter certified by the staff in the Office for Students with Disabilities, University Hall 102. Only those students who have officially documented a need for an accommodation will have their request honored. Information regarding diagnostic criteria and policies for obtaining disability-based academic accommodations can be found at www.uta.edu/disability or by calling the Office for Students with Disabilities at (817) 272-3364.

TITLE IX
The University of Texas at Arlington is committed to upholding U.S. Federal Law “Title IX” such that no member of the UT Arlington community shall, on the basis of sex, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any education program or activity. For more information, visit www.uta.edu/titleIX.

ACADEMIC INTEGRITY
Students enrolled all UT Arlington courses are expected to adhere to the UTA Honor Code:

_I pledge, on my honor, to uphold UT Arlington’s tradition of academic integrity, a tradition that values hard work and honest effort in the pursuit of academic excellence._

_I promise that I will submit only work that I personally create or contribute to group collaborations, and I will appropriately reference any work from other sources. I will follow the highest standards of integrity and uphold the spirit of the Honor Code._

UT Arlington faculty members may employ the Honor Code as they see fit in their courses, including (but not limited to) having students acknowledge the honor code as part of an examination or requiring students to incorporate the honor code into any work submitted. Per UT System Regents’ Rule 50101, §2.2, suspected violations of university’s standards for academic integrity (including the Honor Code) will be referred to the Office of Student Conduct. Violators will be disciplined in accordance with University policy, which may result in the student’s suspension or expulsion from the University.

**ELECTRONIC COMMUNICATION**

UT Arlington has adopted MavMail as its official means to communicate with students about important deadlines and events, as well as to transact university-related business regarding financial aid, tuition, grades, graduation, etc. All students are assigned a MavMail account and are responsible for checking the inbox regularly. There is no additional charge to students for using this account, which remains active even after graduation. Information about activating and using MavMail is available at [http://www.uta.edu/oit/cs/email/mavmail.php](http://www.uta.edu/oit/cs/email/mavmail.php).

**CAMPUS CARRY**

Effective August 1, 2016, the Campus Carry law (Senate Bill 11) allows those licensed individuals to carry a concealed handgun in buildings on public university campuses, except in locations the University establishes as prohibited. Under the new law, openly carrying handguns is not allowed on college campuses. For more information, visit [http://www.uta.edu/news/info/campus-carry/](http://www.uta.edu/news/info/campus-carry/).

**FINAL REVIEW WEEK**

For semester-long courses, a period of five class days prior to the first day of final examinations in the long sessions shall be designated as Final Review Week. The purpose of this week is to allow students sufficient time to prepare for final examinations. During this week, there shall be no scheduled activities such as required field trips or performances; and no instructor shall assign any themes, research problems or exercises of similar scope that have a completion date during or following this week _unless specified in the class syllabus_. During Final Review Week, an instructor shall not give any examinations constituting 10% or more of the final grade, except makeup tests and laboratory examinations. In addition, no instructor shall give any portion of the final examination during Final Review Week. During this week, classes are held as scheduled. In addition, instructors are not required to limit content to topics that have been previously covered; they may introduce new concepts as appropriate.

**STUDENT FEEDBACK SURVEY**
At the end of each term, students will be invited to complete an online Student Feedback Survey (SFS). Instructions on how to access the SFS for this course will be sent directly to each student through MavMail approximately 10 days before the end of the term. Each student’s feedback enters the SFS database anonymously and is aggregated with that of other students enrolled in the course. UT Arlington’s effort to solicit, gather, tabulate, and publish student feedback is required by state law; students are strongly urged to participate. For more information, visit http://www.uta.edu/sfs.

EVACUATION PROCEDURES
Should we experience an emergency event that requires us to vacate the building, students should exit the room and move towards the south exit of the College of Business. When exiting the building during an emergency, one should never take an elevator but should use the stairwells. Faculty members and instructional staff will assist students in selecting the safest route for evacuation and will make arrangements to assist handicapped individuals.

STUDENT SUPPORT SERVICES
UT Arlington provides a variety of resources and programs designed to help students develop academic skills, deal with personal situations, and better understand concepts and information related to their courses. Resources include tutoring, major-based learning centers, developmental education, advising and mentoring, personal counseling, and federally funded programs. For individualized referrals, students may visit the reception desk at University College (Ransom Hall), call the Maverick Resource Hotline at 817-272-6107, send a message to resources@uta.edu, or view the information at http://www.uta.edu/universitycollege/resources/index.php.

UNIVERSITY TUTORIAL AND SUPPLEMENTAL INSTRUCTION
(Ransom Hall 205): UTSI offers a variety of academic support services for undergraduate students, including: 60 minute one-on-one tutoring sessions, Start Strong Freshman tutoring program, and Supplemental Instruction. Office hours are Monday-Friday 8:00am-5:00pm. For more information visit www.uta.edu/utsi or call 817-272-2617.

The IDEAS CENTER (2nd Floor of Central Library) offers FREE tutoring to all students with a focus on transfer students, sophomores, veterans and others undergoing a transition to UT Arlington. Students can drop in, or check the schedule of available peer tutors at www.uta.edu/IDEAS, or call (817) 272-6593.

The ENGLISH WRITING CENTER (411LIBR) The Writing Center offers FREE tutoring in 15-, 30-, 45-, and 60-minute face-to-face and online sessions to all UTA students on any phase of their UTA coursework. Register and make appointments online at https://uta.mywconline.com. Classroom visits, workshops, and specialized services for graduate students and faculty are also available. Please see www.uta.edu/owl for detailed information on all our programs and services. The Library’s 2nd floor Academic Plaza offers students a central hub of support services, including IDEAS Center, University Advising Services, Transfer UTA and various college/school advising hours. Services are available during the library’s hours of operation. http://library.uta.edu/academic-plaza
MANA 3325-003 SPRING 2020 COURSE CALENDAR

The following table provides a tentative schedule of topics, required readings, and assignments for the course. This calendar is meant as a guideline; therefore, some modifications may be necessary. *As the instructor for this course, I reserve the right to adjust this schedule in any way that serves the educational needs of the students enrolled in this course.* – Professor Vaswani

<table>
<thead>
<tr>
<th>Date</th>
<th>Topic</th>
<th>Reading</th>
<th>Assignment</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Wednesday, January 22, 2020</strong></td>
<td>Introduction, Syllabus Reading and Project Discussions</td>
<td>Syllabus</td>
<td>Make Friends</td>
</tr>
<tr>
<td><strong>Monday, January 27, 2020</strong></td>
<td>The Foundations of Entrepreneurship</td>
<td>Ch. 1</td>
<td>Make More Friends</td>
</tr>
<tr>
<td><strong>Wednesday, January 29, 2020</strong></td>
<td>Ethics and Social Responsibility: Doing the Right Thing</td>
<td>Ch. 2</td>
<td>Team Assignments</td>
</tr>
<tr>
<td><strong>Monday, February 3, 2020</strong></td>
<td>Inside the Entrepreneurial Mind: From Ideas to Reality</td>
<td>Ch.3</td>
<td></td>
</tr>
<tr>
<td><strong>Wednesday, February 5, 2020</strong></td>
<td>Feasibility Analysis &amp; Business Model</td>
<td>Ch.4</td>
<td></td>
</tr>
<tr>
<td><strong>Monday, February 10, 2020</strong></td>
<td>Crafting a Business Plan and Building a Solid Strategic Plan</td>
<td>Ch.5</td>
<td></td>
</tr>
<tr>
<td><strong>Wednesday, February 12, 2020</strong></td>
<td>All Project Briefings</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Monday, February 17, 2020</strong></td>
<td>REwiew FOR EXAM 1</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Wednesday, February 19, 2020</strong></td>
<td>EXAM 1</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Monday, February 24, 2020</strong></td>
<td>Forms of Business Ownership</td>
<td>Ch.6</td>
<td></td>
</tr>
<tr>
<td><strong>Wednesday, February 26, 2020</strong></td>
<td>Franchising</td>
<td>Ch.7</td>
<td>Crowdfunding Pitch</td>
</tr>
<tr>
<td><strong>Monday, March 2, 2020</strong></td>
<td>Marketing Plan</td>
<td>Ch.8</td>
<td>Analysis Submission</td>
</tr>
<tr>
<td><strong>Wednesday, March 4, 2020</strong></td>
<td>E-Commerce</td>
<td>Ch. 9</td>
<td></td>
</tr>
<tr>
<td><strong>Monday, March 23, 2020</strong></td>
<td>Pricing Strategies</td>
<td>Ch.10</td>
<td></td>
</tr>
<tr>
<td>Date</td>
<td>Event</td>
<td>Notes</td>
<td></td>
</tr>
<tr>
<td>-----------------------------</td>
<td>------------------------------------------</td>
<td>------------------------------</td>
<td></td>
</tr>
<tr>
<td>Wednesday, March 25, 2020</td>
<td>EXAM 2</td>
<td>Ch.11</td>
<td></td>
</tr>
<tr>
<td>Monday, March 30, 2020</td>
<td>Financial Planning and Management</td>
<td>Ch.11</td>
<td></td>
</tr>
<tr>
<td>Wednesday, April 1, 2020</td>
<td>Managing Cash Flow</td>
<td>Ch.12</td>
<td></td>
</tr>
<tr>
<td></td>
<td><strong>Interview an Entrepreneur/Business idea</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Monday, April 6, 2020</td>
<td>Sources of Financing</td>
<td>Ch.13</td>
<td></td>
</tr>
<tr>
<td>Wednesday, April 8, 2020</td>
<td>Choosing the Right Location</td>
<td>Ch.14</td>
<td></td>
</tr>
<tr>
<td>Monday, April 13, 2020</td>
<td>Global Aspects of Entrepreneurship</td>
<td>Ch. 15</td>
<td></td>
</tr>
<tr>
<td>Wednesday, April 15, 2020</td>
<td>Building a New Venture Team and Planning for the Next Generation</td>
<td>Ch. 16</td>
<td></td>
</tr>
<tr>
<td>Monday, April 20, 2020</td>
<td>Feasibility Project Presentations</td>
<td>Peer Feedback</td>
<td></td>
</tr>
<tr>
<td>Wednesday, April 22, 2020</td>
<td>Feasibility Project Presentations</td>
<td>Peer Feedback</td>
<td></td>
</tr>
<tr>
<td>Monday, April 27, 2020</td>
<td>Feasibility Project Presentations</td>
<td>Peer Feedback</td>
<td></td>
</tr>
<tr>
<td>Wednesday, April 29, 2020</td>
<td>Feasibility Project Presentations &amp; Reports Due</td>
<td>Peer Feedback</td>
<td></td>
</tr>
<tr>
<td>Monday, May 4, 2020</td>
<td>REVIEW FOR EXAM 3</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Wednesday, May 6, 2020</td>
<td>Dead Week</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Monday, May 11, 2020</td>
<td>FINAL EXAM</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Important Dates:**
- **Exam 1:** February 19th, 2020
- **Crowdfunding Pitch Analysis:** February 26th, 2020
- **Exam 2:** March 25th, 2020
- **Interview an Entrepreneur:** April 1st, 2020
- **Feasibility Report and Presentations Due:** April 29th, 2020
- **Exam 3:** May 11th, 2020

**Emergency Phone Numbers:** In case of an on-campus emergency, call the UT Arlington Police Department at **817-272-3003** (non-campus phone), **2-3003** (campus phone). You may also dial 911. Non-emergency number **817-272-3381**
Research or General Library Help

Academic Plaza Consultation Services library.uta.edu/academic-plaza
Ask Us ask.uta.edu/
Library Tutorials library.uta.edu/how-to
Subject and Course Research Guides libguides.uta.edu
Librarians by Subject library.uta.edu/subject-librarians
Research Coaches http://libguides.uta.edu/researchcoach

Resources

A to Z List of Library Databases libguides.uta.edu/az.php
Course Reserves pulse.uta.edu/vwebv/enterCourseReserve.do
FabLab fablab.uta.edu/
Scholarly Communications (info about digital humanities, data management, data visualization, copyright, open educational resources, open access publishing, and more)
http://library.uta.edu/scholcomm
Special Collections library.uta.edu/special-collections
Study Room Reservations openroom.uta.edu/

Teaching & Learning Services for Faculty

Copyright Consultation library-sc@listserv.uta.edu
Course Research Guide Development, Andy Herzog amherzog@uta.edu or your subject librarian
Data Visualization Instruction, Peace Ossom-Williamson peace@uta.edu
Digital Humanities Instruction, Rafia Mirza rafia@uta.edu
Graduate Student Research Skills Instruction, Andy Herzog amherzog@uta.edu or your subject librarian
Project or Problem-Based Instruction, Gretchen Trkay gtrkay@uta.edu
Undergraduate Research Skills Instruction, Gretchen Trkay gtrkay@uta.edu or your subject librarian.

OTHER RESOURCES

Environmental Health & Safety (http://www.uta.edu/ehsafety)