

August 1, 2009

Dear MBA Student:

Welcome to the on-line course MBA 635, Business Analysis for Effective Decision Making, for fall 2009. This course begins on August 31 (the ilearn site will open August 27) and ends on December 17. This course is based on reading assignments (lecture notes and textbook), practice examples, assignments, discussions and an exam.

This course requires considerable work with the software Excel, which is used as a base to teach various decision making models. It is essential that you are familiar with basic spreadsheet functions of Excel, and I encourage everybody to refresh with Excel basics, if you haven't used it for some time. The course is mainly based on Excel 2003, as is the textbook; however, guidance will be provided as needed to run the models using Excel 2007.

Learning software and its applications without personal interaction can be challenging. Class discussion will be used extensively to create a community of mutual learning to bridge the gap.

The following textbook is used:

Managerial Decision Modeling with Spreadsheet, Balakrishnan, Render, Stair, 2nd edition, Person/Prentice Hall, ISBN 0-13-195114-9.

Please obtain the book as soon as possible. You can check the Marist bookstore at <http://marist.bkstore.com> for availability and ordering.

Additionally, online reading assignments, such as lecture notes, will be required, as well as articles from the current press. Please make sure that you are familiar with accessing the Marist College Online Library at <http://www.marist.edu/library/>, using your Marist K account (see also next paragraph).

In order to access the course, go to <https://ilearn.marist.edu/xsl-portal> . Your login is your Marist K account. If you do not have or know your Marist K account, contact the Marist College HELP Desk at (845) 575-4357 and request an account. If this is your first course in ilearn, I strongly encourage you to check out the student tutorial and FAQ section.

As mentioned above, the course will open on August 28, 2009, and actual course work will commence on August 31.

Once again, welcome to the course in Decision Making and see you soon on-line!

Sincerely,

Dr. Beate Klingenberg
Assistant Professor of Management
Email: send message within ilearn