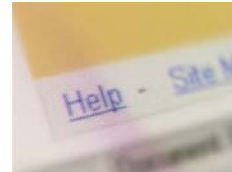




SUFFOLK  
UNIVERSITY  
SAWYER BUSINESS SCHOOL

# MBA Online Program

Online chat schedule and registration information



Priority registration for both Spring and Summer 2012 begins on November 4, 2011. Please read the information below regarding when to register for online courses.

### Spring 2012

<b>Registration Date:</b>	
<b>November 4 to November 27</b>	Only fully online students can register for Spring online courses
<b>November 28th</b>	Spring online courses open to campus students (with the exception of MBA 600, 780, 800).

### Summer 2012

<b>Registration Date:</b>	
<b>November 4 to November 27</b>	Only fully online students can register for Spring online courses
<b>November 28th</b>	Summer online courses open to campus students (with the exception of MBA 800 W1/W2).

- MBA Online has only 1 summer session. It is 10-weeks.
- FINAL SUMMER GRADES: are due with SUMMER II GRADES in August

### Registration Exceptions (online students):

The following courses are available online **ONLY** to fully Online MBA students. They are not available to campus students.

1. MBA 600W
2. MBA 780W\*
3. MBA 800W\*

(\*Can be taken online with special permission from Assistant Dean, Lillian Hallberg)

### New Student Orientation (NSO):

If this is the first MBA Online course you are taking, you must register for **MBA 001 W1-NSO W1 First-Time Online Users** with the Registrar's Office. This is a 0-credit, 0-fee introductory course.

<b>Spring 2012</b>	<b>Summer 2012</b>
<b>Thursday, January 12, 2012</b>	<b>Thursday, May 10, 2012</b>
<b>7:00 – 8:00PM (EST)</b>	<b>7:00 – 8:00PM (EST)</b>

### Closed course:

When a course reaches its cap (capacity), it will be closed for enrollments. We advise students to get on the waitlist for the closed course. Once a spot becomes available, the first student on the waitlist will be notified by the Registrar's automated system. Please be sure to have access to your Suffolk email account.

**Do not contact faculty directly. Students cannot be added to a closed online course by a faculty member. The Online Program adheres to the waitlist process in assisting students enroll in courses.**

### Registration information:

For step-by-step instructions on how to register and the waitlist process log on to OneSource at: <http://www.suffolk.edu/offices/5768.html#anchor5856>

## Spring 2012 MBA Online Chat Schedule

Spring 2012	
Start Date:	January 17, 2012
End Date:	April 26, 2012
Spring Break:	March 11 – 18
Final Exam Week:	April 30 – May 5

New Student Orientation					
MBA-001-W1	NSO First-Time Online Users	Thursday, January 12, 2012	07:00 - 08:00PM	Atherton, C	
Section	Title	Chat Day	Chat Time	Instructor	Email
<b>Core and Required</b>					
*MBA-600-W1	Effective Career Planning	Monday	06:50PM - 08:20PM	Detjen, J	<a href="mailto:idgetjen@suffolk.edu">idgetjen@suffolk.edu</a>
MBA-610-W1	Organizational Behavior	Monday	08:30PM - 10:00PM	Detjen, J	<a href="mailto:idgetjen@suffolk.edu">idgetjen@suffolk.edu</a>
MBA-622-W1	Operations & Data Analysis	Wednesday	08:30PM - 10:00PM	Marcus, B	<a href="mailto:bmarcus@suffolk.edu">bmarcus@suffolk.edu</a>
MBA-630-W1	Economic Analysis for Managers	Monday	06:50PM - 08:20PM	Beliaeva, N	<a href="mailto:nbeliaev@suffolk.edu">nbeliaev@suffolk.edu</a>
MBA-640-W1	Corp Financial Reporting & Ctr	Tuesday	06:50PM - 08:20PM	Markelevich, A	<a href="mailto:amarkelevich@suffolk.edu">amarkelevich@suffolk.edu</a>
MBA-650-W1	Value Based Financial Mgmt	Thursday	06:50PM - 08:20PM	Han, K	<a href="mailto:khan@suffolk.edu">khan@suffolk.edu</a>
MBA-660-W1	Mkting: Challenge of Mging Val	Wednesday	08:30PM - 10:00PM	Eckhardt, G	<a href="mailto:geckhardt@suffolk.edu">geckhardt@suffolk.edu</a>
MBA-670-W1	Info Mgt for Compet Advantage	Tuesday	06:50PM - 08:20PM	Kamis, A	<a href="mailto:akamis@suffolk.edu">akamis@suffolk.edu</a>
MBA-680-W1	Managing in Ethical & Lgl Eenvt	Tuesday	08:30PM - 10:00PM	Segal, L	<a href="mailto:lsegal@suffolk.edu">lsegal@suffolk.edu</a>
MBA-780-W1	Managing in Global Environment	Tuesday	06:50PM - 08:20PM	Arce, P	<a href="mailto:parce@suffolk.edu">parce@suffolk.edu</a>
MBA-800-W1	Strategic Management	Wednesday	06:50PM - 08:20PM	Aylward, T	<a href="mailto:taylward@suffolk.edu">taylward@suffolk.edu</a>
<b>Accounting</b>					
ACCT-801-W1	Grad Financial Accounting I	Thursday	06:50PM - 08:20PM	Pelletier, M	<a href="mailto:mpelletier@suffolk.edu">mpelletier@suffolk.edu</a>
ACCT-804-W1	Cost Info, Decision & Control	Wednesday	08:30PM - 10:00PM	Rahman, M	<a href="mailto:mpelletier@suffolk.edu">mpelletier@suffolk.edu</a>
ACCT-805-W1	Auditing and Assurance Srvcs	Wednesday	06:50PM - 08:20PM	Fuerman, R	<a href="mailto:rfuerman@suffolk.edu">rfuerman@suffolk.edu</a>
ACCT-824-W1	Corp Fin Reporting & Analy	Thursday	08:30PM - 10:00PM	Cataldo, J	<a href="mailto:jcataldo@suffolk.edu">jcataldo@suffolk.edu</a>
ACCT-825-W1	Corp Fin Planning & Control	Monday	06:50PM - 08:20PM	Petacchi, P	<a href="mailto:ppetacchi@suffolk.edu">ppetacchi@suffolk.edu</a>
ACCT-865-W1	Technology & Fin Info Systems	Monday	08:30PM - 10:00PM	Gomaa, M	<a href="mailto:mgomaa@suffolk.edu">mgomaa@suffolk.edu</a>
TAX-801-W1	Issues in Federal Taxation	Thursday	06:50PM - 08:20PM	Angelini, J	<a href="mailto:jangelin@suffolk.edu">jangelin@suffolk.edu</a>
**TAX-879-W1	Personal Financial Planning	Monday	08:30PM - 10:00PM	Small, K	<a href="mailto:kasmall@suffolk.edu">kasmall@suffolk.edu</a>
<b>Business Law</b>					
BLLS-830-W1	Manage in Intrnl Legal Environ	Tuesday	08:30PM - 10:00PM	McCoy, J	<a href="mailto:jmccoy@suffolk.edu">jmccoy@suffolk.edu</a>
<b>Finance</b>					
FIN-801-W1	Money & Capital Markets	Monday	08:30PM - 10:00PM	Atherton, C	<a href="mailto:catherto@suffolk.edu">catherto@suffolk.edu</a>
FIN-810-W1	Investment Analysis	Monday	06:50PM - 08:20PM	Atherton, C	<a href="mailto:catherto@suffolk.edu">catherto@suffolk.edu</a>
FNIB-825-W1	Multinational Fin Mgmt	Tuesday	08:30PM - 10:00PM	Herbst, A	<a href="mailto:aherbst@suffolk.edu">aherbst@suffolk.edu</a>
<b>Information Systems and Operations Management</b>					
ISOM-824-W1	E-Commerce Web Design	Wednesday	06:50PM - 08:20PM	Frank, J	<a href="mailto:jfrank@suffolk.edu">jfrank@suffolk.edu</a>

## Spring 2012 MBA Online Chat Schedule

Section	Title	Chat Day	Chat Time	Instructor	Email
<b>Management: OB/ENT</b>					
MGES-802-W1	Corporate Entrepreneurship	Tuesday	08:30PM - 10:00PM	STAFF	STAFF
MGES-826-W1	Writing the Business Plan	Thursday	06:50PM - 08:20PM	Cannon, R	<a href="mailto:rcannon@suffolk.edu">rcannon@suffolk.edu</a>
**MGES-848-W1	Green and Sustainable Business	Monday	06:50PM - 08:20PM	Bean, W	
MGOB-820-W1	Career Strategy	Wednesday	06:50PM - 08:20PM	Arthur, M	<a href="mailto:marthur@suffolk.edu">marthur@suffolk.edu</a>
MGOB-825-W1	Human Resource Management	Tuesday	08:30PM - 10:00PM	Silva, E	<a href="mailto:esilva@suffolk.edu">esilva@suffolk.edu</a>
<b>Management: S/B</b>					
MGSM-833-W1	Corporate Innovation	Thursday	08:30PM - 10:00PM	DeFillippi, R	<a href="mailto:rdefilli@suffolk.edu">rdefilli@suffolk.edu</a>
MGSM-834-W1	Mergers and Acquisitions	Thursday	08:30PM - 10:00PM	Belousova, S	<a href="mailto:sbelousova@suffolk.edu">sbelousova@suffolk.edu</a>
<b>Marketing</b>					
MKT-820-W1	Sales Management	Tuesday	06:50PM - 08:20PM	Kinch, F	<a href="mailto:fkinch@suffolk.edu">fkinch@suffolk.edu</a>
MKT-823-W1	Retailing Strategy	Tuesday	06:50PM - 08:20PM	Hartstein, D	<a href="mailto:dharstein@suffolk.edu">dharstein@suffolk.edu</a>

To access registration information directly from the web, visit: <http://www.suffolk.edu/offices/5768.html>

**\*MBA 600W Meeting Dates:**

**January 23, January 30, February 6, February 13**

*This course has 4 meeting times. Attendance to all meetings is required*

## New Course(s)

### Spring 2012

**Course Number:** MGES 848W  
**Course Name:** Green and Sustainable Business  
**Chat Day:** Monday  
**Chat Time:** 6:50PM – 8:20PM  
**Instructor:** William Bean

#### Course Description

Over the past decade, the world of business and the environment has exploded. Beginning as an engineering-driven movement among a handful of companies during the 1980s, many firms have learned that improved environmental performance can save money and create competitive advantage. Much of the focus over the last 30 years has been on larger businesses. But now the big businesses are encouraging their small and mid-sized enterprises vendors and partners to pay attention to these concerns also. Consequently, the greening of Small Business is of utmost importance as many small businesses are a part of the supply chains of larger companies. And improving their performance can strengthen the business relationships of all parties by becoming cleaner, greener and sustainable businesses. This course will cover all aspects of green and sustainable business from innovation to new products to greening of the supply chain. It will cover how small and large businesses like General Electric, General Motors and others are paying attention to this very critical topic and taking actions which benefit the environment as well as their bottom lines and thus creating entrepreneurial opportunities in this growing market. Prerequisite: No Pre-reqs 3 credits

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**Course Number:** TAX 879W  
**Course Name:**  
**Chat day:** Thursday  
**Chat time:** 6:50PM — 8:20PM  
**Instructor:** Kimberly Small

#### Course Description

Topics covered in this course include the legal, economic, cash flow, tax, investment and insurance ramifications of life and death. This course emphasizes the tools and techniques necessary to maximize benefits, generated from net worth, cash flow and employment, and minimize the loss resulting from unforeseen contingencies such as death and retirement. At completion of this course, students will know how to develop financial plans for individual clients. In addition, students will understand how tax implications and the changing legislative environment can impact a client's financial life. Students participate in class discussions and are required to submit a written financial plan for a hypothetical client.

Prerequisites are Tax 801 and Tax 861- (If taken TAX 801, TAX 861 may be waived) contact, Prof. James Angelini, Director, MST Programs at [jangelini@suffolk.edu](mailto:jangelini@suffolk.edu)

Summer 2012	
Start Date:	May 14, 2012
End Date:	July 21, 2012
Finals Week:	July 23 - 28
Note: MBA Online has only one 10-week session	

## Summer 2012 MBA Online Schedule

### NOTE:

MBA Online has only one 10-week session that overlaps into Summer II. Please see above semester dates for your information. Grades are due with Summer II grades.

New Student Orientation				
MBA-001-W1	NSO First-Time Online Users	Thursday, May 10, 2012	07:00 - 08:00PM	Atherton, C

Section	Title	Chat Day	Chat Time	Instructor	Email
<b>Core and Required</b>					
MBA-610-W1	Organizational Behavior	Monday	08:30PM - 10:00PM	Detjen, J	<a href="mailto:idgetjen@suffolk.edu">idgetjen@suffolk.edu</a>
MBA-630-W1	Economic Analysis for Managers	Tuesday	06:50PM - 08:20PM	Beliaeva, N	<a href="mailto:nbeliaev@suffolk.edu">nbeliaev@suffolk.edu</a>
MBA-640-W1	Corp Financial Reporting & Ctr	Monday	08:30PM - 10:00PM	Markelevich, A	<a href="mailto:amarkelevich@suffolk.edu">amarkelevich@suffolk.edu</a>
MBA-650-W1	Value Based Financial Mgmt	Thursday	08:30PM - 10:00PM	Han, K	<a href="mailto:khan@suffolk.edu">khan@suffolk.edu</a>
MBA-660-W1	Mkting: Challenge of Mging Val	Thursday	08:30PM - 10:00PM	Curran-Kelly, C	<a href="mailto:ckelly@suffolk.edu">ckelly@suffolk.edu</a>
MBA-680-W1	Managing in Ethical & Lgl Envnt	Wednesday	08:30PM - 10:00PM	McCoy, J	<a href="mailto:jmccoy@suffolk.edu">jmccoy@suffolk.edu</a>
MBA-780-W1	Managing in Global Environment	Monday	06:50PM - 08:20PM	Sheehan, M	<a href="mailto:msheehan@suffolk.edu">msheehan@suffolk.edu</a>
MBA-800-W1	Strategic Management	Wednesday	06:50PM - 08:20PM	Aylward, T	<a href="mailto:taylward@suffolk.edu">taylward@suffolk.edu</a>
<b>Accounting</b>					
ACCT-805-W1	Auditing and Assurance Srvcs	Wednesday	06:50PM - 08:20PM	Fuerman, R	<a href="mailto:rfuerman@suffolk.edu">rfuerman@suffolk.edu</a>
ACCT-825-W1	Corp Fin Planning & Control	Tuesday	06:50PM - 08:20PM	Staff, A	STAFF
ACCT-865-W1	Technology & Fin Info Systems	Monday	06:50PM - 08:20PM	Gomaa, M	<a href="mailto:mgomaa@suffolk.edu">mgomaa@suffolk.edu</a>
TAX-801-W1	Issues in Federal Taxation	Wednesday	06:50PM - 08:20PM	Angelini, J	<a href="mailto:jangelin@suffolk.edu">jangelin@suffolk.edu</a>
<b>Finance</b>					
FIN-801-W1	Money & Capital Markets	Monday	08:30PM - 10:00PM	Atherton, C	<a href="mailto:catherto@suffolk.edu">catherto@suffolk.edu</a>
FIN-810-W1	Investment Analysis	Monday	06:50PM - 08:20PM	Atherton, C	<a href="mailto:catherto@suffolk.edu">catherto@suffolk.edu</a>
FNIB-825-W1	Multinational Fin Mgmt	Wednesday	08:30PM - 10:00PM	Herbst, A	<a href="mailto:aherbst@suffolk.edu">aherbst@suffolk.edu</a>
<b>Entrepreneurship</b>					
MGES-800-W1	Business Startups	Monday	06:50PM - 08:20PM	Moker, G	<a href="mailto:gmoker@suffolk.edu">gmoker@suffolk.edu</a>
MGES-844-W1	Small Business Problem Solving	Wednesday	06:50PM - 08:20PM	STAFF	STAFF
<b>Marketing</b>					
MKIB-817-W1	International Marketing	Tuesday	08:30PM - 10:00PM	Curran-Kelly, C	<a href="mailto:ckelly@suffolk.edu">ckelly@suffolk.edu</a>
MKT-814-W1	Strategic Marketing	Thursday	06:50PM - 08:20PM	Barretti, M	<a href="mailto:mbarretti@suffolk.edu">mbarretti@suffolk.edu</a>

To access registration information directly from the web, visit: <http://www.suffolk.edu/offices/5768.html>

## New Course(s)

Summer 2012

**Course Number:** MGES 844W  
**Course Name:** Problem Solving in Business  
**Chat Day:** Wednesday  
**Chat Time:** 6:50PM – 8:20PM  
**Instructor:** STAFF

### Course Description

Small businesses are confronted with situations that may have a profound impact on the success and failure of the entity. Too often, small business founders and owners do not have the macro-level understanding of the effect of their decision making process, and that of their management team and employees. Today, small businesses comprise more than half of all employment and are the growth engine of the next economy. In this case-driven course, you will understand the various aspects of business with a focus on established small businesses and the associated challenges of success and failure. This course will cover the challenges associated with startups, growing and turnaround situations. You will learn how to identify problems and develop solutions that confront small businesses through case analysis, presentation, and assessment where you will have the opportunity to analyze a situation as manager, owner, investor, or other stakeholders. 3 credits.

# APPENDIX

Following is a copy and paste registration instruction information from the Office of the Registrar's.

To access the registration information directly from the web, visit: <http://www.suffolk.edu/offices/5768.html>

## Registration Instructions

Following is a copy and paste instructions from the Registrar's Office, you may get this information by logging on to: <http://www.suffolk.edu/offices/5768.html>

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### Logging in

- Access the Registration Login page at: <http://www.suffolk.edu/mysuffolk>.



- Enter User ID and Password (If you are new and do not know this information, click on “**What’s my Login ID?**” or contact Suffolk University Help Desk at 617-573-8000 x2002, between the hours 8:30AM to 8:00PM EST).
- Forgot your password? Click “**What’s My Password**” and a new one will be emailed to your SU email.
- Once successfully, logged in: Click “**Classes & Registration**” tab (top of the screen).



### Registering

Registering for courses is as easy as 1-2-3.

- First, you must create a “wishlist” that includes the courses you intend to take for the appropriate semester. You may search for courses using the “Check Course Offerings” subtab.
- Second, during your assigned registration time, select the action you would like to take from the dropdown menu. You may add or remove courses until your intended schedule has been selected.
- Once you have your classes finalized, click submit and your registration is complete.

Please note that if you have any holds, need advising, or are registering for a course that requires faculty approval, you may not be eligible until those issues have been addressed.

Contact the Office of the Registrar at 617.573.8430 or [stu.info@suffolk.edu](mailto:stu.info@suffolk.edu) should you encounter any of these situations.

## Creating a Wishlist

In order to register for courses, each student must first create a “wishlist” of classes for the semester in which they are registering.

**Please note:** Selecting courses for your wishlist does not guarantee that you will be able to register for the course(s). Be sure to verify that you have completed the prerequisites before you begin the registration process.

- Enter the subject, course number, section (CAPS only), and term for the course(s) you would like to add
- Click Submit
- A new screen will display your preferred sections (wishlist) and your current semester courses
- To register for courses from your wishlist:
- Select an action for all of your preferred sections from the drop-down menu , or
- Individually select registration options for each course (Please note: If you wish to take a course as Pass/Fail or Audit, consult the Academic Catalog for policy information before choosing either of these options.)
- You may remove sections from your wishlist at anytime from this screen
- If you receive an error message at the top of the page stating "You are not eligible for registration at this time," please contact the Office of the Registrar at 617.573.8430 or [stu.info@suffolk.edu](mailto:stu.info@suffolk.edu)
- Please print a copy for your records

## Wait List

Certain courses fill quickly resulting in a waitlist (closed section). Should any of your preferred courses reach their capacity before you register, you may include them on your waitlist.

Please note: Only closed courses can be waitlisted. You may not be on a waitlist for a course if you are currently registered for another section of the same course. You must meet all student and course eligibility rules in order to be placed on a waitlist.

- Select the WL – Waitlist action from the drop-down menu next to the course
- The course will appear under the Waitlist section of the Registration Results screen
- View the number of students on the waitlist by selecting Mange My Waitlist from the Registration Options
- Should the course have an opening, you will receive an email indicating that you have two days to register for the course
  - It is extremely important that you check your Suffolk email for these notifications
  - If you miss the two day window, the opening will be offered to the next student on the waitlist
  - If you do not plan on registering for the course, please remove yourself from the waitlist so the next student on the list can be notified
- To register for waitlisted course sections, select Manage My Waitlist from the Registration Options menu. Choose RG – Register from the Action column nextto the course. You can also remove yourself from the waitlist for a course from this screen by selecting an Action or RM - Remove.
- Results screen appears

### **Drop Class**

- Use if you want to drop classes from your current schedule.
- Your preferred sections and your current registrations will appear.
- Check the box in the DROP column.
- Click Submit. Your results screen will appear.
- Please print a copy for your records.

### **Confirmation**

- Confirmation is obtained by clicking on "My Class Schedule" and choosing the appropriate term.
- Use your browser's print function to print a hard copy confirmation of your course schedule by term.
- An email confirmation of registration activity is also sent to your Suffolk email account.
- For information regarding your Suffolk email account please visit [www.suffolk.edu/email](http://www.suffolk.edu/email)