

ARIZONA WESTERN COLLEGE
SYLLABUS

MKF 108 RETAIL BUYING & PLANNING

Credit Hours: 3 Lec: 3

PREREQUISITE: None

COURSE DESCRIPTION

Explore and apply various forecast research methods in preparation for developing, planning, purchasing, or merchandising apparel lines and collections

1. COURSE GOAL

- 1.1. Introduction to basic concepts, principles, and techniques of merchandise marketing
- 1.2. Various examples of planning and buying throughout the seasons
- 1.3. Communicating and presenting the merchandise strategy to the consumer

2. OUTCOMES

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

- 2.1. Understand profit and loss statements, pricing and markdowns, planning sales, and turnover
- 2.2. Understand the importance of retail planning, buying, and marketing
- 2.3. Critical thinking is necessary to learn how to achieve the maximum profit for the buyer's area of responsibility and understand how it relates to the retailer

1. METHODS OF INSTRUCTION

- 3.1 Lecture
- 3.2 Multi-Media Presentations

4. LEARNING ACTIVITIES

- 4.1 Internet Lessons
- 4.2 Lecture
- 4.3 Assigned Text

5. EVALUATION

- 5.1. Quizzes/Exams
- 5.2. Assignments
- 5.3. Social Media Projects

6. STUDENT RESPONSIBILITIES

- 6.1 Under AWC Policy, students are expected to attend every session of class in which they are enrolled.

- 6.2 Classroom Assignments: Students are responsible for the work missed and for completing all work before the next class meeting. Students are responsible for participating in all oral drills and for taking all exams.
- 6.3 If a student is unable to attend the course or must drop the course for any reason, it will be the responsibility of the student to withdraw from the course. Students who are not attending as of the 45th day of the course may be withdrawn by the instructor. If the student does not withdraw from the course and fails to complete the requirements of the course, the student will receive a failing grade.
- 6.4 Americans with Disabilities Act Accommodations: Arizona Western College provides academic accommodations to students with disabilities through AccessABILITY Resource Services (ARS). ARS provides reasonable and appropriate accommodations to students who have documented disabilities. It is the responsibility of the student to make the ARS Coordinator aware of the need for accommodations in the classroom prior to the beginning of the semester. Students should follow up with their instructors once the semester begins. To make an appointment call the ARS front desk at (928) 344-7674 or ARS Coordinator at (928) 344-7629, in the College Community Center (3C) building, next to Advising.
- 6.5 Academic Integrity: Any student participating in acts of academic dishonesty including, but not limited to, copying the work of other students, using unauthorized “crib notes”, plagiarism, stealing tests, or forging an instructor’s signature—will be subject to the procedures and consequences outlined in AWC’s Student Code of Conduct.
- 6.6 Textbooks and materials: Students are required to bring a notebook or loose-leaf book, pens, pencils, dictionaries, and purchase textbooks required for class.
- 6.7 Arizona Western College students are expected to attend every class session in which they are enrolled. To comply with Federal Financial Aid regulations (34 CFR 668.21), Arizona Western College (AWC) has established an Attendance Verification process for “No Show” reporting during the first 10 days of each semester. Students who have enrolled but have never attended class may be issued a “No Show” (NS) grade by the professor or instructor and receive a final grade of “NS” on their official academic record. An NS grade may result in a student losing their federal financial aid.
- For online classes, *student attendance in an online class is defined as the following* (FSA Handbook, 2012, 5-90):
- Submitting an academic assignment
 - Taking an exam, an interactive tutorial, or computer-assisted instruction
 - Attending a study group that is assigned by the school
 - Participating in an online discussion about academic matters
 - Initiating contact with a faculty member to ask a question about the academic subject studied in the course