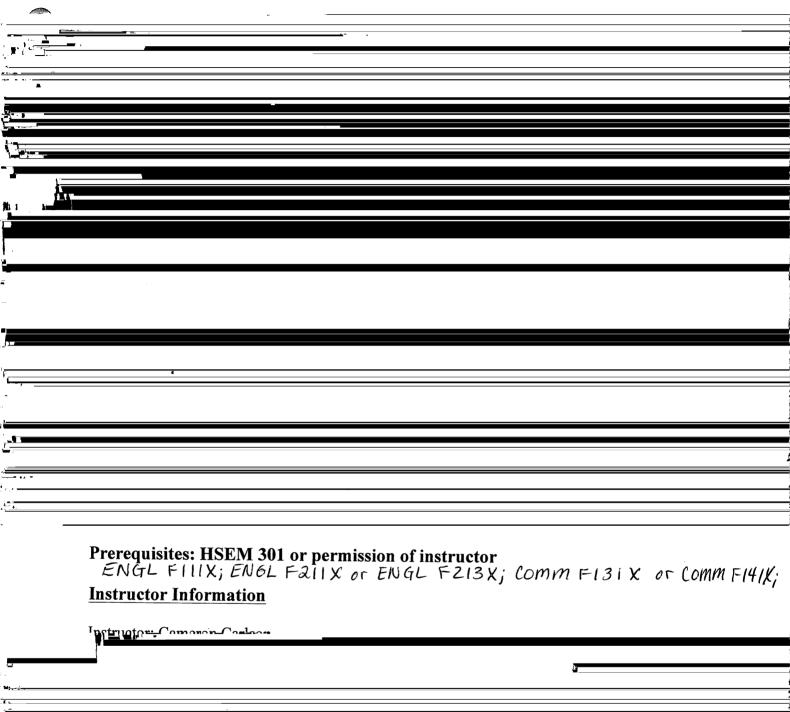
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REQUEST FOR CORE WRITING INTENSIVE DESIGNATOR

	The attached syllabus must clearly reflect the following basic elements for a
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Office hours: Tue - Thur 1000-1200 (or by appointment)

Office Location: Bunnell 209 Telephone: (907) 474-6537 E-mail: cdcarlson@alaska.edu

Course Description

The course serves as an overview to crisis management, business continuity and continuity of operations planning from a private and public sector partnership perspective. The topics include comprehensive emergency management, public and private roles and partnerships for emergency and crisis management, the risk management process, strategic crisis management, contingency planning training and everging amorgancy response business continuity and continuity of

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	Hiles, Andrew. (2011). The Definitive Handbook of Business Continuity Management, Third Edition. John Wiley and Sons, Ltd. (Required)	
	Harvard Business Essentials on Crisis Management. (2004). Boston, MA. Harvard Business School Press. (Required)	
- • •	* Additing of the accionments have been calcuted from calcuted articles and Web Sites	
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	Description of Instructional Methods	
L	Instructional methodologies, including lecture, facilitated discussion, case studies, small group	
<u> </u>	activities and student presentations, will be used to actively involve each student in the learning	

	10% Crisis Management Analysis Presentation (100 points): Each student will be required to prepare a presentation of approximately 10 min on a successful example of an organization which handled a crisis (publicly) in positive manner. This presentation, using either Power Point
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5,_	All presentations should receive evaluation by the instructor on oral communication.
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	competency (including responsiveness to audience questions), as well as on subject mastery. Students must receive as part of the course structure information/instruction as a contraction of the course structure.
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Students with Disabilities

Students with learning or other disabilities who may need classroom accommodations are encouraged to make an appointment with the Office of Disability Services (Phone # 474-7043). Please inform me of your needs and if I need to meet with the Office of Disability Services to provide the appropriate accommodations and supports to assist you in meeting the goals of the course.

Class Schedule

Week 1: 21 - 28 Jan.
-Writing assessment assigned—two page synopsis of: Hiles Chap 7 Crisis Management.
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	Week 6: 25 Feb. – 4 Mar.
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∵	- Risk Analysis Exercise - FEMA IS-546 Certificate due

- Hiles Chan 12-1 and 12-2 Business Impact Analysis Business Impact Analysis Build

Week 7: 4 – 11 Mar.
*Case Study Presentation #1 due