

Dakota College at Bottineau Course Syllabus

Course Prefix/Number/Title: **HORT 222 Aquaponics Management II**

Number of credits: 3

Course Description: Course gives students the necessary business and financial tools to start, maintain, and expand an aquaponics business. The course will include instructions on writing a business plan, business setting, recordkeeping and accounting, business analysis, budgets, and financial needs planning.

Pre-/Co-requisites: HORT 221 Aquaponics Management I

Course Objectives:

- Create a business plan that includes clear and concise description of the following elements.
 - Executive Summary
 - Company Description
 - Product and Services
 - Actual Market Analysis
 - Strategy and Implementation
 - Management and Organization
 - Financial Plan and Projections
- Describe business goals and understand the need to make goals, reviews, and adjustments.
- Participate in the aquaponics recordkeeping system established for this program that includes data entry, validation, and accuracy.
- Develop a production program based on markets, best practices, efficiencies, profitability, and seasonal options.
- Participate in planning of future growth, production needs, schedules, and financial planning
- Develop Supervisory Skills

Instructor: Keith Knudson

Office: Molberg Center, Rm 26; 105 Simrall Blvd., Bottineau, ND 58318;

Office Hours: By appointment

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Revised January 4, 2019

Lecture Schedule: MWF 10:10 AM to 11:00 AM

Textbook(s): None required

Course Requirements: Grading will be based on the following to obtain points. There will be 3 lecture quizzes each worth 40 points; 2 individual student led discussions each worth 80 points; final exam worth 100 and a business plan worth 200 points. Total possible points for the course are 580. The final grade is based on the following criteria:

A = 89.5% to 100% points between 519 and 580

B = 79.5% to < 89.5% points between 461 and 518

C = 68.5% to < 79.5% points between 397 and 460

D = 59.6% to < 69.5% points between 403 and 396

F = < 59.5% points less than 403

Tentative Course Outline:

- Write a complete Business Plan
- Develop a plan to review business plan and yearly operations to assure business success
- Record data as necessary and monitor data entry of students in the first and secondary years to assure accuracy and relevance.
- Assist in maintaining financial records of DCB aquaponics.
- Manage schedules based on consumer demand and seasonal expenses.
- Demonstrate customer service activities for retail and wholesale
- Research new aquaponics methods and recommend changes to current system
- Conference – attend at least one horticulture related conference. (examples are but not limited to: MOSES, NPSAS, NDGNLA, ND Local Foods). If unable to attend the instructor will assign a project.

General Education Goals/Objectives: Students should follow the Aquaponics Program curriculum.

Relationship to Campus Theme: This course is part of our Aquaponics Production and Management program and it addresses the campus theme of Nature, Technology and Beyond by learning about our natural resources and how best to utilize each resource. The latest technology is discussed and demonstrated.

Classroom Policies:

1. Cell phones, iPods and related technologies use are prohibited in the classroom unless otherwise instructed.
2. Food and beverages are permitted in accordance with IVN classroom policy.
3. Be respectful of other students, instructor and guests.

Student Email Policy:

Revised January 4, 2019

Dakota College at Bottineau is increasingly dependent upon email as an official form of communication. A student's campus-assigned email address will be the only one recognized by the campus for official mailings. The liability for missing or not acting upon important information conveyed via campus email rests with the student.

Academic Integrity: All students are expected to excel to the best of their ability. Students must adhere to the highest standards of academic integrity. Dishonesty in the classroom or laboratory and with assignments, quizzes and exams is a serious offense and is subject to disciplinary action by the instructor and college administration. For more information, refer to the student handbook.

Disabilities and Special Needs: If you have a disability for which you are or may be requesting an accommodation, you are encouraged to contact your instructor and the Learning Center (701-228-5479) as early as possible during the beginning of the semester