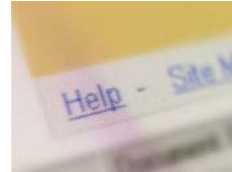




MBA Online Program

Online chat schedule and registration information



Priority registration for Spring and Summer 2013 begins on November 5, 2012. Please read the information below regarding when to register for online courses.

Spring and Summer 2013

Priority Registration Date:	
November 5 – November 25	Only fully online students can register for Spring and Summer 2013 online courses
November 26	Spring and Summer 2013 online courses open to campus students (with the exception of MBA 600, 780, 800).

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.

Spring 2013	Summer 2013
Thursday, January 10, 2012	Thursday, May 30, 2013
7:00 – 8:00PM (EST)	7 -8:00PM (EST)

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 2013	
Start Date:	January 14, 2013
End Date:	April 25, 2013
Finals Week:	April 29 – May 4
SPRING BREAK: March 10 - 16	

Spring 2013 MBA Online Chat Schedule

Section	Course Title	Chat Day	Chat Time	Instructor
MBA-001-W1	Nso First-Time Online Users	Thursday, January 10	07:00PM - 08:00PM	Atherton, C
Core and Required				
*MBA-600-W1	Effective Career Planning	Monday	06:50PM - 08:20PM	Detjen, J
MBA-610-W1	Organizational Behavior	Monday	08:30PM - 10:00PM	Detjen, J
MBA-622-W1	Operations & Data Analysis	Wednesday	08:30PM - 10:00PM	Marcus, B
MBA-630-W1	Economic Analysis for Managers	Monday	06:50PM - 08:20PM	Beliaeva, N
MBA-640-W1	Corp Financial Reporting & Ctr	Tuesday	06:50PM - 08:20PM	Markelevich, A
MBA-650-W1	Value Based Financial Mgmt	Thursday	06:50PM - 08:20PM	Han, K
MBA-660-W1	Mkting: Challenge of Mging Val	Wednesday	08:30PM - 10:00PM	Eckhardt, G
MBA-670-W1	Info Mgt for Compet Advantage	Tuesday	06:50PM - 08:20PM	Kamis, A
MBA-680-W1	Managing in Ethical & Lgl Envt	Tuesday	08:30PM - 10:00PM	Segal, L
MBA-780-W1	Managing in Global Environment	Tuesday	06:50PM - 08:20PM	Bhatia, S
MBA-800-W1	Strategic Management	Wednesday	06:50PM - 08:20PM	Lehrer, M
Accounting				
ACCT-801-W1	Grad Financial Accounting I	Thursday	06:50PM - 08:20PM	Pelletier, M
ACCT-802-W1	Grad Financial Accounting II	Thursday	08:30PM - 10:00PM	Pelletier, M
ACCT-804-W1	Cost Info, Decision & Control	Wednesday	08:30PM - 10:00PM	Rahman, M
ACCT-805-W1	Auditing and Assurance Srvcs	Wednesday	06:50PM - 08:20PM	Nolder, C
ACCT-824-W1	Corp Fin Reporting & Analy	Thursday	08:30PM - 10:00PM	Cataldo, J
ACCT-825-W1	Corp Fin Planning & Control	Monday	06:50PM - 08:20PM	Petacchi, P
ACCT-865-W1	Technology & Fin Info Systems	Monday	08:30PM - 10:00PM	Gomaa, M
TAX-801-W1	Issues in Federal Taxation	Thursday	06:50PM - 08:20PM	Angelini, J
TAX-879-W1	Personal Financial Planning	Monday	08:30PM - 10:00PM	Small, K
Business Law				
BLLS-830-W1	Manage in Intrnl Legal Environ	Tuesday	08:30PM - 10:00PM	McCoy, J
Finance				
FIN-801-W1	Money & Capital Markets	Monday	08:30PM - 10:00PM	Atherton, C
FIN-810-W1	Investment Analysis	Monday	06:50PM - 08:20PM	Khaksari, S
FNIB-825-W1	Multinational Fin Mgmt	Tuesday	08:30PM - 10:00PM	Herbst, A

Spring 2013	
Start Date:	January 14, 2013
End Date:	April 25, 2013
Finals Week:	April 29 – May 4
SPRING BREAK: March 10 - 16	

Spring 2013 MBA Online Chat Schedule

Management: OB/ENT				
MGES-800-W1	Business Startups	Monday	06:50PM - 08:20PM	Cannon, R
MGES-842-W1	Glob Innov & New Prod Vir Team	Thursday	08:30PM - 10:00PM	Bhatia, S
MGOB-820-W1	Career Strategy	Wednesday	06:50PM - 08:20PM	Arthur, M
MGOB-825-W1	Human Resource Management	Tuesday	08:30PM - 10:00PM	Silva, E
Management: S/IB				
**MGIB-835-W1	International Strategy	Saturday	09:00AM - 10:30AM	Lehrer, M
MGSM-833-W1	Corporate Innovation	Thursday	08:30PM - 10:00PM	DeFillippi, R
MGSM-834-W1	Mergers and Acquisitions	Wednesday	08:30PM - 10:00PM	Belousova, S
Marketing				
MKT-820-W1	Sales Management	Tuesday	06:50PM - 08:20PM	Kinch, F

NOTE:

***MBA 660W Dates:**

Monday, January 14; Monday, January 28; Monday, February 4; Monday, February 11 (**attendance to all meetings is required**)

****NEW COURSE**

MGIB 835W – International Strategy

This course addresses the creation of competitive advantage in a multinational firm. Topics include: analysis of the nature of globalization, the formulation and implementation of international strategy, market entry and organizational forms, and the management of global operations.

Pre-req: MBA 780

credits

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Summer 2013 MBA Online Chat Schedule

Summer 2013 (Module 4)	
Start Date:	June 3, 2013
End Date	August 9, 2013
10 week session	

SECTION NAME	SECTION TITLE	Chat Day	Chat Time	INSTRUCTOR
MBA-001-W1	Nso First-Time Online Users	Thursday, May 30	07:00PM - 08:00PM	Atherton, C
Core and Required				
MBA-610-W1	Organizational Behavior	Monday	08:30PM - 10:00PM	Detjen, J
MBA-630-W1	Economic Analysis for Managers	Tuesday	06:50PM - 08:20PM	Beliaeva, N
MBA-640-W1	Corp Financial Reporting & Ctr	Monday	08:30PM - 10:00PM	Markelevich, A
MBA-650-W1	Value Based Financial Mgmt	Thursday	08:30PM - 10:00PM	Han, K
MBA-660-W1	Mkting: Challenge of Mging Val	Thursday	08:30PM - 10:00PM	Curran-Kelly, C
MBA-680-W1	Managing in Ethical & Lgl Envt	Wednesday	08:30PM - 10:00PM	McCoy, J
MBA-780-W1	Managing in Global Environment	Monday	06:50PM - 08:20PM	Sheehan, M
MBA-800-W1	Strategic Management	Wednesday	06:50PM - 08:20PM	Aylward, T
Accounting				
ACCT-804-W1	Cost Info, Decision & Control	Tuesday	06:50PM - 08:20PM	Rahman, M
ACCT-805-W1	Auditing and Assurance Srvcs	Wednesday	08:30PM - 10:00PM	Fuerman, R
ACCT-825-W1	Corp Fin Planning & Control	Monday	08:30PM - 10:00PM	Staff, A
ACCT-865-W1	Technology & Fin Info Systems	Monday	06:50PM - 08:20PM	Gomaa, M
TAX-801-W1	Issues in Federal Taxation	Wednesday	06:50PM - 08:20PM	Angelini, J
Finance				
FIN-801-W1	Money & Capital Markets	Monday	08:30PM - 10:00PM	Atherton, C
FIN-810-W1	Investment Analysis	Monday	06:50PM - 08:20PM	Atherton, C
FNIB-825-W1	Multinational Fin Mgmt	Wednesday	08:30PM - 10:00PM	Herbst, A
Management: OB/ENT				
MGES-826-W1	Writing the Business Plan	Tuesday	08:30PM - 10:00PM	Moker, G
MGES-848-W1	Green and Sustainable Business	Wednesday	06:50PM - 08:20PM	Bean, W
Marketing				
MKIB-817-W1	International Marketing	Tuesday	08:30PM - 10:00PM	Curran-Kelly, C
MKT-814-W1	Strategic Marketing	Thursday	06:50PM - 08:20PM	Barretti, M

NOTE: MBA Online courses will meet on SUMMER MODULE 4: June 3 – August 9. It is a 10-week session.

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>

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 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
- 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