



# BUSINESS LEADER DEVELOPMENT PROGRAM

## BADM 4001: Business Leader Launch

### Undergraduate Research Agreement

BADM 4001 Business Leader Launch will be offered for the first time in Fall 2021 and is an experiential learning course that is designed to enhance your education and preparation for your career. This experiential course focuses on synthesizing the knowledge you gained in the previous courses in the Business Leader Development (BLD) Program and in your other courses at GW into one culminating experience: whether it is an approved internship, undergraduate research, community engaged scholarship, or selected student leadership positions at GWSB.

By the end of this course, students will be able to:

- Evaluate how their academic accomplishments (including coursework, co-curricular engagement, and the BADM 4001 experiential learning opportunity) contributed to their growth as a future business professional.
- Demonstrate the ability to forge positive relationships in their experiential learning opportunity.
- Review prior learning and past experiences [inside and outside the classroom] to reveal areas of skills and interest and identify those skills or knowledge they would like to develop as they prepare for a future internship, job, future educational opportunities, or career.
- Reflect on their undergraduate business experience and how it contributed to confirming or changing their decisions about their intended career path.
- Analyze how business organizations can positively contribute to a more diverse and inclusive workplace.

### Student Guidelines

To enroll into the undergraduate research section of BADM 4001, students must have an undergraduate research offer for the semester they will enroll into this course.

- It is the student's responsibility to search for their own research opportunity and complete all necessary steps for their undergraduate research search process.
- Students can seek undergraduate research opportunities one of two ways:
  - **Research with a GWSB Faculty Member**
    - List of GWSB Research Opportunities: <https://go.gwu.edu/gwsbugradresearch>
      - This list will be updated on a rolling basis.
    - Application: <https://go.gwu.edu/gwsbugresearchapp>
  - **Research with a GW Faculty Member (not in GWSB)**
    - [Research Positions through Handshake](#)

### Registration Process

To register for this course, you must do the following:

- Complete the student section of this *Undergraduate Research Agreement*.
- Ask the Faculty member to confirm the information and complete the *Undergraduate Research Agreement* section.
- Submit the following through the GWSB Undergraduate Programs [Academic Forms](#) site.
  - BADM 4001 *Undergraduate Research Agreement*
  - An official offer for an undergraduate research position, complete with job description/responsibilities (an email from the Faculty member will suffice).
  - Your updated resume
  - All forms must be submitted in PDF format.
  - Please include your first and last name and use the following naming convention before submitting your form and supporting documents (e.g., using the name George Washington): Washington\_George\_BADM4001-ugradresearch
- Note: The same research project cannot be used for this course and an Independent Study course in the same semester.
- These documents must be submitted at least two weeks prior to the first day of the semester you are enrolling into this course.
- The Office of Undergraduate Programs will review your forms and, if approved, will notify and enroll you into BADM 4001. This review process will be completed on a rolling basis.

### Course Requirements

- Students will attend BADM 4001 during the designated meeting day/time for this section. Please go to the [GW Schedule of Classes](#) for the meeting day/time for the undergraduate research section.
- Readings and assignments (including a final portfolio and a presentation on the research they conduct with the Faculty member).
- A satisfactory undergraduate research evaluation from your Faculty member will be required at the end of the semester.

## BADM 4001 - Business Leader Launch Undergraduate Research Agreement (Student)

**Student Instructions:** Complete this form; ask the Faculty member to confirm the information by signing the Agreement as noted.

### Student Information

Name	GWID

GW Email Address	Cell Phone Number

Major(s) / Concentration(s)	Expected Graduation Date	Research Semester			Year
		Fall	Spring	Summer	

### Undergraduate Research Position Information

*Note: You must submit a copy of an official offer for an undergraduate research position, complete with job description/responsibilities*

Official Position Title

Start Date	End Date

Expected Number of Weeks in Research Project	Expected Number of Hours Per Week	Expected Total Number of Hours

Industry Focus

### Faculty Member Information

Faculty Member Name

Title and Department

GW College / School
<span style="margin-right: 20px;">GWSB</span> <span style="margin-right: 20px;">CCAS</span> <span style="margin-right: 20px;">ESIA</span> <span style="margin-right: 20px;">MISPH</span> <span style="margin-right: 20px;">SEAS</span> <span style="margin-right: 20px;">SMPA</span> <span>Corcoran</span>

Faculty Member GW Email Address	Faculty Member Phone Number

## Research Project Information

Title of Research Project

Brief Description of the Research Project

Communication and Meeting Plan for Working with Your Faculty Member

## **BADM 4001 - Business Leader Launch Undergraduate Research Agreement (Faculty Member)**

**Faculty Member Instructions:** Please review the information on the preceding pages to confirm that the information provided by the undergraduate student is accurate. We also encourage you to work with your student to ensure a mutual understanding of their role, responsibilities, and potential learning in this position. An overview of the program and the requirements and guidelines for faculty members are below.

### **Program Overview**

BADM 4001 *Business Leader Launch* is a required course for the Bachelor of Science Degree at the George Washington University School of Business. This experiential course focuses on synthesizing the knowledge gained in the previous courses in a development series and in the student's other courses at GW into one culminating experience: whether it is an approved internship, undergraduate research, community engaged scholarship, or selected student leadership positions at GWSB.

Students will complete assignments related to career engagement, communication, leadership, teamwork, supervision, and career/occupational preference in the workplace. The culminating assignment for this course will be a portfolio and a presentation on the research with conducted with their Faculty member.

### **Faculty Member Requirements / Guidelines**

- To enroll into the Undergraduate Research section of BADM 4001, students must have an undergraduate research offer for the semester they will enroll into this course. The student must submit a copy of the offer (an email from the Faculty member's GW email address will suffice) along with the outline of the undergraduate research project requirements and related responsibilities for this student.
- The duration of the undergraduate research should be determined by the needs of your project.
- The duration of the student's commitment to the research project is at the discretion of the Faculty member and can exceed the length of the semester.
- The undergraduate research position should provide significant opportunities for students to gain practical experience that complements their academic learning; clerical tasks should comprise no more than 20% of their responsibilities.
- Meetings with the undergraduate student should be flexible to accommodate the student's course schedule.
- The Faculty member should also provide training, supervision, guidance, and regular feedback. At the end of the semester, the Faculty member will be required to complete a final evaluation of the student's performance.

I have reviewed and confirmed that the information that the student provided (undergraduate research information, Faculty member information, and meeting/communication plan) is accurate. Furthermore, I confirm that the undergraduate research position adheres to the requirements/guidelines listed above.

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**Faculty Member Signature**

**Date**

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**Faculty Member Name and Title (Please Print)**

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**Faculty Member Email**

**Faculty Member Phone Number**