



## COURSE OUTLINE: NRT242 - NAT ENV BUS MNGMNT

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Approved: Sherri Smith, Chair, Natural Environment, Business, Design and Culinary

<b>Course Code: Title</b>	NRT242: NATURAL ENVIRONMENT BUSINESS MANAGEMENT
<b>Program Number: Name</b>	5212: ADVENTURE RECREATION 5214: FISH/WILD CONSERVATN 5230: FORESTRY TECHNICIAN
<b>Department:</b>	NATURAL RESOURCES PRG
<b>Semesters/Terms:</b>	18F
<b>Course Description:</b>	The private sector plays an increasingly important role in the field of natural resources, providing technicians with a host of potential career opportunities. In this course, students will explore the realm of natural resource business through class presentations, projects, guest speakers and group exercises. Projects that will be completed are a contract bid proposal, a small business plan, job description, job posting, cash flow forecast and payroll calculations. This course will help prepare graduates to start and operate a small natural resource business and to work with natural resource contracts. Emphasis will be placed on contract procurement, contracting and small business legislation and small business operational skills.
<b>Total Credits:</b>	2
<b>Hours/Week:</b>	3
<b>Total Hours:</b>	45
<b>Prerequisites:</b>	There are no pre-requisites for this course.
<b>Corequisites:</b>	There are no co-requisites for this course.
<b>Substitutes:</b>	NRT226
<b>Vocational Learning Outcomes (VLO's) addressed in this course:</b>	<p><b>5212 - ADVENTURE RECREATION</b></p> <p>VLO 1 Demonstrate clear, concise and industry appropriate written, spoken and visual communication skills.</p> <p>VLO 5 Start and manage a career in the Adventure Recreation and Parks field.</p> <p>VLO 6 Demonstrate a sound understanding of the significance of the Adventure Recreation and Parks Industry including relevant legislation, trends and issues.</p> <p>VLO 10 Evaluate and apply current technologies and mathematical concepts used to collect, manage and analyze data.</p> <p><b>5214 - FISH/WILD CONSERVATN</b></p> <p>VLO 1 Demonstrate clear, concise and industry appropriate written, spoken and visual communication skills</p> <p>VLO 10 Evaluate and apply current technologies and mathematical concepts used to collect, manage and analyze data.</p> <p><b>5230 - FORESTRY TECHNICIAN</b></p> <p>VLO 4 Collect, analyze, interpret, and display spatial data using mapping technology and Geographical Information Systems (GIS) to contribute to forest resource</p>
Please refer to program web page for a complete listing of program outcomes where applicable.	



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management.

- VLO 5 Contribute to sustainable forest management plans, including conservation and rehabilitation measures, taking into consideration the perspectives of a variety of stakeholders and the requirements of relevant legislation and regulations.
- VLO 8 Work independently and in a collaborative environment while applying effective teamwork, leadership and interpersonal skills.
- VLO 9 Communicate technical information to a variety of stakeholders in oral, written, visual and electronic forms.
- VLO 10 Develop strategies for ongoing professional development to enhance work performance in the forestry sector.

**Essential Employability Skills (EES) addressed in this course:**

- EES 1 Communicate clearly, concisely and correctly in the written, spoken, and visual form that fulfills the purpose and meets the needs of the audience.
- EES 2 Respond to written, spoken, or visual messages in a manner that ensures effective communication.
- EES 3 Execute mathematical operations accurately.
- EES 4 Apply a systematic approach to solve problems.
- EES 5 Use a variety of thinking skills to anticipate and solve problems.
- EES 6 Locate, select, organize, and document information using appropriate technology and information systems.
- EES 7 Analyze, evaluate, and apply relevant information from a variety of sources.
- EES 8 Show respect for the diverse opinions, values, belief systems, and contributions of others.
- EES 9 Interact with others in groups or teams that contribute to effective working relationships and the achievement of goals.
- EES 10 Manage the use of time and other resources to complete projects.
- EES 11 Take responsibility for ones own actions, decisions, and consequences.

**Course Evaluation:**

Passing Grade: 50%, D

**Course Outcomes and Learning Objectives:**

<b>Course Outcome 1</b>	<b>Learning Objectives for Course Outcome 1</b>
Identify and describe the role small business and contracting play in the natural resource component of the Canadian economy.	1.1 List those responsibilities held by government and those held by the private sector in the Ontario natural resource sector. 1.2 Identify at least 20 different natural resource business opportunities in Ontario. 1.3 List, by name, 8 local (District of Algoma) small businesses in the natural resource sector.
<b>Course Outcome 2</b>	<b>Learning Objectives for Course Outcome 2</b>
Create a simple small business plan for an approved natural resource business idea.	2.1 Define types of business registration under Ontario Law. 2.2 Describe the process needed to name and register a small business in Ontario. 2.3 List and describe a minimum of 6 components of a small business plan. 2.4 Complete a cash flow forecast sheet. 2.5 Write a small business plan using an approved small business plan idea. Plan must be related to student's course of study if in a specialized program.



	<p>2.6 Research to find realistic prices when developing the financial section of the small business plan.</p> <p>2.7 List a minimum of 5 sources of start up funding for small business.</p> <p>2.8 List a minimum of 5 criteria that funding agencies may consider when determining eligibility for funding.</p>
<b>Course Outcome 3</b>	<b>Learning Objectives for Course Outcome 3</b>
Demonstrate knowledge of legislation related to natural resource small business and contracting.	<p>3.1 Identify key elements of the Employment Standards Act, Occupational Health &amp; Safety Act, the Forest Fire Prevention Act, the Worker's Compensation Act, the Health Protection Act Camps in Unorganized Territories, the Construction Lien Act.</p>
<b>Course Outcome 4</b>	<b>Learning Objectives for Course Outcome 4</b>
Demonstrate a clear understanding of the hiring process.	<p>4.1 List the key components of the hiring process.</p> <p>4.2 Write a job posting for a specified natural resource job.</p> <p>4.3 Write 10 interview questions from 5 specified interview question groupings.</p> <p>4.4 List 5 short comings of the job interview process.</p> <p>4.5 List 10 forms of discrimination that are common to the job interviewing process.</p>
<b>Course Outcome 5</b>	<b>Learning Objectives for Course Outcome 5</b>
Demonstrate negotiating skills.	<p>5.1 List 7 conditions in small business and contracting where negotiations may be required.</p> <p>5.2 Define and describe range negotiations.</p> <p>5.3 Conduct a power bridge analysis given a defined set of negotiating parameters.</p> <p>5.4 List and describe 8 strategies and associated tactics used in negotiations.</p> <p>5.5 List 10 non-verbal forms of communication found at the negotiating table and indicate the meaning of each.</p>
<b>Course Outcome 6</b>	<b>Learning Objectives for Course Outcome 6</b>
Develop a natural resource contract proposal from a tender document or request for proposal.	<p>6.1 List a minimum of 15 components of a standard natural resource contract.</p> <p>6.2 List advantages and disadvantages of contracting vs. in-house.</p> <p>6.3 List natural resource tasks that are commonly completed through a contract.</p> <p>6.4 Costing out a contract bid price.</p> <p>6.5 Use the Internet to research contract opportunities including MERX.</p> <p>6.6 List and describe contract securities and hold-backs.</p> <p>6.7 Differentiate between a contract and a purchase order.</p> <p>6.8 List types of contracts, i.e. one term service vs. multi- year research.</p> <p>6.9 Write specifications for a natural resource contract.</p>

**Evaluation Process and Grading System:**

Evaluation Type	Evaluation Weight	Course Outcome Assessed
Assignments	30%	All
Business Plan	50%	All



	Test	20%	All
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**Date:** June 25, 2018

Please refer to the course outline addendum on the Learning Management System for further information.