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DEPARTMENT OF CAREER AND PROFESSIONAL DEVELOPMENT (CPD) FALL 2018 TIMETABLE FOR UNDERGRADUATE CERTIFICATE PROGRAMS

This timetable is at <http://www.mcgill.ca/continuingstudies/schedule> and is subject to change. **Please consult this website before going to class for the most up-to-date information.** For information on the School's policies and procedures, please refer to the 2018/2019 calendar available on the web at <http://www.mcgill.ca/continuingstudies>

Cet horaire est disponible au <http://www.mcgill.ca/continuingstudies/fr/grille-horaire> et est sujet à des changements. **S'il vous plaît consulter le site avant de vous rendre à votre cours pour obtenir les tout derniers renseignements.** Pour de plus amples informations sur nos politiques et procédures, veuillez consulter l'annuaire 2018/2019 au : <http://www.mcgill.ca/continuingstudies/fr>

IMPORTANT DATES – FALL 2018

- 4 September: Courses begin. Deadline to transfer or cancel a course with full refund. Course deleted from record.
- 18 September: Deadline to transfer or cancel a course with refund **LESS \$20**. Course deleted from record.
- 25 September: Deadline to apply for a refund **LESS \$20**. Withdrawal grade of "W" will appear on record; not included in GPA.
- 30 October: Deadline to withdraw from Fall Courses. **NO REFUND**. Grade of "W"; not included in GPA.
- After October 30:** **NO refund, NO withdrawals.** Unexcused Absence "**J**" (failed); the student is registered for a course but does not write the final examination and/or do required work; calculated as a failure in the GPA and CGPA.

DATES IMPORTANTES – AUTOMNE 2018

- 4 septembre : Début des cours. Date limite de changement ou abandon de cours avec remboursement complet.
- 18 septembre : Date limite de transfert de cours ou remboursement. Des frais de 20\$ par abandon sont applicables. Cours supprimé du dossier.
- 25 septembre : Date limite de remboursement avec frais de 20\$. Note "W" (**AUCUN CHANGEMENT DE COURS.**)
- 30 octobre : Date limite d'abandon de cours de la session d'automne. **AUCUN REMBOURSEMENT.** Note de "W" ; exclu de la moyenne des notes pondérées.
- Après le 30 octobre:** **Aucun remboursement, aucun abandon de cours.** Note finale "**J**" (échec). Absence non justifiée (échec) : L'étudiant inscrit ne s'est pas présenté à l'examen ou n'a pas réalisé d'autres travaux essentiels, sans fournir de raisons valables ; correspond à un échec dans la moyenne des notes pondérées et la moyenne cumulative des notes pondérés.

NOTE: Ceasing to attend class, notifying the instructor and telephone calls to the University's administrative offices does not constitute official withdrawal from courses. Official administrative procedures must be followed to avoid a grade of "J" (absent/failed) being placed on a student's transcript. Students are responsible (academically and financially), for all courses in which they have registered unless they officially withdraw in person, on MINERVA, or by registered mail by the deadline dates specified by the School of Continuing Studies.

NOTE : Le fait de ne plus assister à un cour, d'en aviser le professeur et de communiquer par téléphone avec les bureaux administratifs de L'Université ne constitue pas un abandon officiel du cours. Il faut suivre les procédures administratives officielles pour éviter d'avoir la note J (absent/échec) inscrite sur le relevé de note d'un étudiant. Les étudiants sont responsables (au niveau scolaire et financier) pour tous les cours auxquels ils sont inscrits à moins qu'ils n'aient abandonné officiellement le cours en personne, sur le site MINERVA ou par courrier recommandé avant la date limite précisée par l'École d'éducation permanente.

FINAL EXAM PERIOD: Thursday, December 6th – Thursday, December 20th, 2018

SESSION D'EXAMEN FINAL: jeudi 6 décembre – jeudi 20 décembre, 2018

N.B.: An extra Monday class will be given on Tuesday, December 4th, 2018 to replace lectures that would have been held on Thanksgiving Day, Monday, October 8th, 2018.

N.B. : Une classe supplémentaire pour les cours du lundi sera donnée le mardi, 4 décembre, 2018 pour remplacer la classe qui aurait eu lieu le lundi, 8 octobre, 2018, Action de grâce.

N.B.: VACATION PLANS DO NOT CONSTITUTE VALID GROUNDS FOR THE DEFERRAL OR RE-SCHEDULING OF FINAL EXAMINATIONS

N.B.: LES PROJETS DE VACANCES NE CONSTITUENT PAS UN MOTIF VALABLE DE REPORT D'EXAMEN

Fall 2018 Session Undergraduate Courses									
Course No.	Sec.	CRN	Course Title	Pre-req	Day	Time	Bldg/Room	Lecturer(s)	Texts(*Required/~Optional)
ACCT 351	781	5335	Intermediate Financial Accounting 1	MGCR 211	THU	18:05 - 20:55			
ACCT 352	771	25205	Intermediate Financial Accounting 2	ACCT 351 and MGCR 341	WED	18:05 - 20:55			
ACCT 354	781	15548	Financial Statement Analysis	MGCR 211 and MGCR 341	THU	18:05 - 20:55			
ACCT 361	751	16118	Management Accounting	MGCR 211	MON	18:05 - 20:55			
ACCT 362	761	18899	Cost Accounting	ACCT 361	TUE	18:05 - 20:55			
ACCT 385	751	4065	Principles of Taxation	MGCR 211	MON	18:05 - 20:55			
ACCT 453	781	4066	Advanced Financial Accounting	ACCT 352 or ACCT 312	THU	18:05 - 20:55			
ACCT 475	751	18900	Principles of Auditing	ACCT 352 or ACCT 312	MON	18:05 - 20:55			
ACCT 486	751	4068	Business Taxation 2	ACCT 385	MON	18:05 - 20:55			
BUSA 364	781	2033	Business Law 1		THU	18:05 - 20:55			
CACC 220	781	26636	Accounting Concepts for Managers	CMSC 000	THU	18:05 - 20:55			
CCCS 280	772	26665	Introduction to Computer Information Systems **ONLINE COURSE		WED	18:05 - 20:55			
CCCS 300	781	2095	Programming Techniques 1	Corequisites: MGCR 331 or CCCS 280	THU	18:05 - 20:55			
CCCS 300	782	26637	Programming Techniques 1 **ONLINE COURSE	Corequisites: MGCR 331 or CCCS 280	THU	18:05 - 20:55			
CCCS 321	761	25107	Operating Systems Administration	Co-requisite: MGCR 331 or CCCS 280	TUE	18:05 - 20:55			
CCOM 205	751	12129	Communication in Management 1		MON	18:05 - 20:55	EDUC 437		
CCOM 205	781	22801	Communication in Management 1		THU	18:05 - 20:55	EDUC 629		
CENT 306	750	26659	Launching a New Business		MON/SAT	18h-21h(Mon)/9h-17h(Sat)			
CENT 307	750	26657	Creating a Business Plan		MON/SAT	18h-21h(Mon)/9h-17h(Sat)			
CENT 309	750	26661	Business Growth Strategies and Issues		MON/SAT	18h-21h(Mon)/9h-17h(Sat)			
CFIN 200	771	26639	Retirement Planning		WED	18:05 - 20:55			
CFIN 300	741	25388	Fundmntls of Fin. Markets & Institutions		SAT	14:00 - 17:00			
CFIN 410	761	22741	Investment and Portfolio Management	MGCR 211 and MGCR 341	TUE	18:05 - 20:55			
CGMG 210	761	14322	Fundamentals of Project Management	Restriction: Open to students currently in a program. Not open to Special Students.	TUE	18:05 - 20:55			
CGMG 282	741	22736	Introduction to Business		SAT	9:00 - 12:00			
CHLC 351	771	17805	Foundations of Health and Social Services Systems		WED	18:05 - 20:55			
CMIS 422	751	17919	Information System Security	MGCR 331 or CCCS 280	MON	18:05 - 20:55			
CMRK 200	761	17801	Fundamentals of Marketing		TUE	18:05 - 20:55			
CMRK 225	751	22742	Marketing Statistics and Research	Co-requisite: CMRK 200	MON	18:05 - 20:55			
CMRK 235	781	22734	Digital Media Marketing	Co-requisite: CMRK 200	THU	18:05 - 20:55			
CMSC 000	781	2128	Foundations of Mathematics		THU	18:05 - 20:55			
CMSC 000	701	18903	Foundations of Mathematics		FRI	18:05 - 20:55			
CMSC 101	771	2088	Mathematical Tools for Management Professionals	CMSC 000 or Exemption by Examination Test	WED	18:05 - 20:55			
CORG 440	771	26611	Organizational Learning and Development	ORGB 423	WED	18:05 - 20:55			
CORG 445	751	26612	Workforce Planning and Talent Acquisition	ORGB 423	MON	18:05 - 20:55			
CORG 450	761	8668	Workplace Health and Safety		TUE	18:05 - 20:55			
CPRL 214	761	16096	Applied Public Relations Methods 1	Corequisite: CPRL 223	TUE	18:05 - 20:55			
CPRL 221	741	22737	Professional Communication and Networking		SAT	9:00 - 12:00			
CPRL 223	751	13738	Basics of Public Relations		MON	18:05 - 20:55			
CPRL 224	761	16116	Applied Public Relations Methods 2	(EDEC 207 or CCOM 207 or CPRL 214) and CPRL 223	TUE	18:05 - 20:55			

Fall 2018 Session		Undergraduate Courses							
Course No.	Sec.	CRN	Course Title	Pre-req	Day	Time	Bldg/Room	Lecturer(s)	Texts(*Required/~Optional)
CPRL 227	781	13745	Internal Communication	Corequisite: (CPRL 214 or CCOM 207 or EDEC 207) and CPRL 223	THU	18:05 - 20:55			
CPRL 228	741	18905	Event Management		SAT	9:00 - 12:00			
CTPT 202	761	15820	Production and Inventory Planning and Control 1	Co-requisite: CMSC 000	TUE	18:05 - 20:55			
CTPT 206	771	15821	Transportation Management and Economics		WED	18:05 - 20:55			
CTPT 208	751	13732	Fundamentals of Logistics		MON	18:05 - 20:55			
CTPT 311	781	13733	Supply Chain Risk Management	CTPT 200	THU	18:05 - 20:55			
CTPT 410	751	17922	International Trade and Logistics	Co-requisite: CTPT 207	MON	18:05 - 20:55			
CTPT 430	771	17920	Fundamentals of Integrated Business Systems	CTPT 200 and [(CTPT 201 and CTPT 202) or (CTPT 206 and CTPT 208)]	WED	18:05 - 20:55			
FINE 342	741	22744	Corporate Finance	MGCR 341	SAT	13:30 - 16:30			
FINE 482	751	22745	International Finance 1	MGCR 341	MON	18:05 - 20:55			
INDR 294	781	2044	Introduction to Labour Management Relations		THU	18:05 - 20:55			
MGCR 211	771	2048	Introduction to Financial Accounting		WED	18:05 - 20:55			
MGCR 211	781	15359	Introduction to Financial Accounting		THU	18:05 - 20:55			
MGCR 222	761	2051	Introduction to Organizational Behaviour		TUE	18:05 - 20:55			
MGCR 222	771	2052	Introduction to Organizational Behaviour		WED	18:05 - 20:55			
MGCR 273	771	2053	Introductory Management Statistics	CMSC 101 Mathematical Tools for Management Professionals or Exemption by Examination	WED	18:05 - 20:55			
MGCR 293	751	2054	Managerial Economics		MON	18:05 - 20:55			
MGCR 293	752	21288	Managerial Economics **ONLINE COURSE (with in-class midterm & exam)		MON	18:05 - 20:55			
MGCR 331	771	2055	Information Systems	CMSC 101 College Algebra and Functions or equivalent Basic computer skills including DOS, Spreadsheets and Word-processing and Database	WED	18:05 - 20:55			
MGCR 341	761	22746	Introduction to Finance	MGCR 273 for SCS Students or MGCR 271 or Equivalent	TUE	18:05 - 20:55			
MGCR 352	761	18906	Principles of Marketing		TUE	18:05 - 20:55			
MGCR 382	781	10580	International Business		THU	18:05 - 20:55			
MGCR 423	751	22747	Strategic Management	Open to U2, and U3 students only	MON	18:05 - 20:55			
ORGB 380	781	22766	Cross Cultural Management	Restriction: Open to U2, U3 students only	THU	18:05 - 20:55			
ORGB 423	771	18908	Human Resources Management	MGCR 222	WED	18:05 - 20:55			
ORGB 525	761	22748	Compensation Management	ORGB 423	TUE	18:05 - 20:55			