

**Management and Organizational Studies 4411B
New Product Development**

CONTACT INFORMATION

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CLASS INFORMATION

Monday 8:30am – 11:30am
St. James Room 304

COURSE DESCRIPTION

This course focuses on the identification, development and testing of new product concepts; the development of prototypes; evaluation and commercialization of new products. It uses examples from the food industry and other consumer package goods and services. The course uses readings, guest speakers, in-class exercises and case studies as teaching methods.

COURSE LEARNING OBJECTIVES

Upon successful completion of this course, students should be able to

1. Describe, apply, and demonstrate the new product development process;
2. Identify new product opportunities;
3. Create and validate new product concept;
4. Demonstrate effective communication orally and in writing; and,
5. Demonstrate professional behaviour in the classroom and working with product development team.

Student competency levels on these outcomes will vary. You can expect to achieve these outcomes if you honour course policies, attend classes regularly, complete all assigned work in good faith and on time, demonstrate understanding of the course content, and meet all other course expectations of you as a student.

COURSE MATERIALS

Crawford, M., & DiBenedetto, A. (2015). *New Products Management*. 11th ed. New York, NY: McGraw Hill Education.

The textbook is available on reserve at the Brescia University Library. Please note that you are expected to complete all readings and cases before class.

COURSE PREREQUISITES AND ANTIREQUISITES

Prerequisite(s): Enrolment in BMOS, MOS 2320A/B, or MOS 3320A/B, or MOS 3321F/G.

COURSE STRUCTURE AND CONTENT

Module	Weeks	Content
Opportunity Identification & Concept Development	1 - 5	Strategic elements of product development, the new product process, opportunity identification and generating product concepts.
Concept Evaluation & Development	6 -9	Concept evaluation and testing, analysis and forecasting, design, development team management, product use testing.
Product Launch	10-13	Strategic planning, implementation of the plan, launch management, and launch evaluation.

Class Activities Schedule

A **tentative** schedule for this course is attached to this outline (and available on OWL). There may be departures from this list as some topics take up more (or less) time than is scheduled. Readings may be expanded upon by way of guest speakers, online discussions, class exercises, videos, and class discussions. Following this schedule is the responsibility of each student.

Students should anticipate spending a minimum of 3-5 hours per week preparing for classes, completing readings, cases and exercises, as well as studying for tests and preparing assignments.

EVALUATION

Component	Timing	Learning Objective	Weight
Class Contribution (individual)	Wk 1 – 13	1, 4, 5	20%
Product Innovation Charter (individual)	Wk 5	1, 2, 4	20%
Product Concept Statements (group)	Wk 7	2, 3, 4	15%
Launch Plan (group)	Wk 13	1, 2, 3, 4, 5	30%
Launch Plan Presentation (group)	Wk 13	1, 2, 3, 4, 5	15%

Students **must complete all elements of evaluation** to receive a passing grade in the course. There will be no re-weighting of components within the course unless a student has received an academic accommodation. Please note that **grades cannot be adjusted based on need**. Your mark in the course will be the mark that you earn based on your demonstrated understanding of the course content. Extra credit assignments are not available and tests and exams cannot be rewritten to obtain a higher mark. Once a student has written a test or examination she is committed to the mark earned.

Late assignments without an academic accommodation will receive a “0”. It is expected that work will be your own. All academic standards, including providing references where citing another author’s work, will be applied to assignments (see the attached Brescia Academic policies for information on plagiarism, cheating and other academic honesty behaviors). Writing, spelling, and grammar are important and are taken into account when a grade is assigned. If you are particularly concerned about your written language skills, seek help from the Brescia Writing Instructor, a friend, a group member, from student services or consult with your instructor.

Submission to Turnitin

All required assignments may be subject to submission for textual similarity review to the commercial plagiarism detection software under license to the University for the detection of plagiarism. All papers submitted for such checking will be included as source documents in the reference database for the purpose of detecting plagiarism of papers subsequently submitted to the system. Use of the service is subject to the licensing agreement, currently between The University of Western Ontario and Turnitin.com (<http://www.turnitin.com>).

Evaluation Component Descriptions

There are no mid-term tests or final exams in this course.

Product Innovation Charter

Each student will prepare a Product Innovation Charter, of no more two pages. Detailed assignment instructions will be discussed in Week 3. The assignment will be due in week 5.

Product Concept Statement

In up to five teams of 3 or 4 students, each team will prepare a two product concept statements, of no more two pages. Detailed assignment instructions will be discussed in Week 5. The assignment will be due in week 8.

Launch Plan

The same teams will create a launch plan for a new product that they have identified in the concept statement assignment. Detailed assignment instructions will be discussed in class in Week 8. The plan is due on Week 13.

Presentation of Launch Plan

The teams will present their launch plans to the class and answer questions regarding their plans. A detailed assignment will be discussed in class in Week 8. The plan will be presented in Week 13.

Contribution

You are expected to attend each class. Each class will count equally toward a student's contribution grade. Each missed class receiving a grade of "0" out of ten. Eighty per cent of your contribution grade will assess critical thinking/persuasion and 20 per cent of the grade will assess professionalism. The lowest contribution grade for the semester will be dropped from the contribution calculation.

You will be asked to submit your class preparation each week to OWL to demonstrate your preparation, and this will count toward the professionalism part of your contribution grade. All cases for the course are available in your textbook. Any exercises that must be prepared in advance will be posted on OWL, with instructions and any materials you might need. Your class preparation will be due on **Sunday nights at Midnight**. I will review the class preparation prior to class.

See the detailed contribution assessment guide provided on OWL for information about the grading process and expectations of your contribution.

Attendance at all classes in this course is expected. Family medical issues, personal medical issues, family bereavement, participation in University sports teams are acceptable reasons for missing class, with appropriate documentation (i.e. an academic accommodation). Under University regulations, your instructor can determine at which point absenteeism has become excessive and approach the Dean who may prevent you from writing the final exam, thus preventing you from passing the course. **At the discretion of the instructor, any student who misses more than 25 per cent of scheduled classes without an accommodation will receive a class contribution grade of "0" for the course.**

Contribution by each student is a cornerstone of any effective learning experience. Active class involvement augments the learning experience, increases assimilation of material and stimulates the level of class discussion. Students' contribution to this course is initiated through thorough class preparation. Contribution is expected to be relevant to the current discussion and includes answering direct questions, volunteering answers, advancing the discussion to a new issue, developing one side of an argument, clarifying difficult concepts and asking questions pertinent to the topic. Class contribution may also include assignments, hand-ins, group evaluations and prompt attendance. Just as important is listening attentively to your classmates and critiquing ideas constructively.

CLASS ETIQUETTE

Student Use of Technology in Class

Talking privately with classmates or using your computer during class for personal activities such as reading/writing e-mail, surfing the Web, playing games, etc. is distracting for others, is not conducive to your own learning, and is disrespectful to the instructor. In addition, cell phones ringing during class will not be tolerated: please ensure your phones are turned OFF before entering the classroom and placed inside a bag (not on desk or in your pocket). **Texting in class will result in an immediate "0" in contribution for that class.**

I welcome the use of laptops in the classroom as long as they are used for class related purposes, such as research, participation in class exercises and the like. Recent research has shown that laptop use in class for non-education related purposes, such as checking email, texting, using Facebook or other social networking websites, to view movies, listening to music or surf unrelated websites is negatively related to academic performance. **That is, grades decline when you use laptops in the classroom for non-educational tasks.** Additionally, students find other students use of laptops in the classroom the number one source of interference with their ability to learn (Fried, 2008). As a result, if I find a student using a laptop for **non-class related activities**, I will ask them to close the laptop for the remainder of the class or until a class exercise requires the use of the laptop. Research also shows that texting substantially reduces academic performance. Researchers asked half the students in an accounting class to text their professor three times, while the other half was requested to refrain from texting. Students were then tested at the end of the lecture on the contents of the lecture. **The students who texted scored 16% points lower than those who did not text** (Ellis, Daniels and Jauregui, 2010). As a result, if I find a student texting I will ask them to put their cell phone away.

Carrie B. Fried, "In-class Laptop Use and its effects on student learning." *Computers and Education* 50(2008) 906-914.

Ellis, Yvonne, Daniels, Bobbie and Jauregui, Andres. "The effect of multi-tasking on the grade performance of business students" *Research in Higher Education*. June 2010. Vol. 8. P 1 – 10.

Demonstrating Professionalism: Promptness, Attendance, Preparation, and Engagement

Students are expected to behave in a professional manner, demonstrating promptness, regular attendance, preparedness, and engagement with class activities. Professionalism will constitute 20% of your class contribution grade. Improper use of technology or other unprofessional behaviour will result in lower class contribution grades.

A Note Regarding Email

Email is a useful tool for sharing news, setting up meetings or for a simple assignment clarification, but for more complex questions, a face to face meeting is best. Please make an appointment to discuss any personal, academic, group work or controversial issues in person, especially any concerns that you might have about your grades. I will check email regularly Monday through Friday during office hours; you can expect a response within 24 hours Monday through Friday. Over weekends and holidays, I will not be checking email, so plan accordingly.

Appointments

Students are welcome to meet with the professor during the designated weekly office hours, or by arranging an appointment at a mutually convenient time. Make sure to be on time for your appointment, have an objective for the discussion and bring a copy of your assignment that you wish to discuss.

Privacy

To respect privacy laws, and the privacy of individual students, all grades will be distributed on OWL only. If a student wishes to discuss a grade, or review a test or paper, she must make an appointment with the professor to do so in person. To respect the privacy of each student, the professor may only discuss grades with the student in question. Please do not share or compare your grades. The professor cannot share information about another student's grades, so discussions that are about comparison of grades between students will not be entertained.

ACADEMIC ACCOMMODATION

If, on medical or compassionate grounds, a student is unable to complete a course component worth **greater than 10 percent** of the final course grade, it is the responsibility of the student to consult with an Academic Advisor and follow the procedures documented in the "**POLICY REGARDING MAKEUP EXAMS AND EXTENSIONS OF DEADLINES**" on the final pages of this outline.

For academic accommodation to be considered for any course component worth **less than 10 percent** of the final course grade, it is the responsibility of the student to approach the course instructor(s) in a timely fashion. Documentation may be required to be submitted to the academic advisor. If documentation is required, the request for accommodation will be decided by the academic advisor in consultation with the instructor. If documentation is not required, the instructor will make the final decision.

Dropping a Course

To drop your courses without academic penalty, you must drop the course by the following dates:

Fall Term Half Credit Course	Nov 5
Winter Term Half Credit Course	Mar 7

For further details, check the online academic calendar in the registrar's website or check with your academic advisor. To book an appointment with one of Brescia's Academic Advisors, call 519.432.8353, extension 28266.

If you are a student at another campus, please contact your academic advisor from your home campus/program.

BRESCIA UNIVERSITY COLLEGE ACADEMIC POLICIES AND REGULATIONS

1. POLICY REGARDING MAKEUP EXAMS AND EXTENSIONS OF DEADLINES

When a student requests academic accommodation (e.g., extension of a deadline, a makeup exam) for work representing 10% or more of the student's overall grade in the course, it is the responsibility of the student to provide acceptable documentation to support a medical or compassionate claim. All such requests for academic accommodation **must** be made through an Academic Advisor and include supporting documentation. Academic accommodation on medical grounds will be granted only if the documentation indicates that the onset, duration and severity of the illness are such that the student could not reasonably be expected to complete her academic responsibilities. Appropriate academic accommodation will be determined by the Dean's Office in consultation with the student's instructor(s). Please note that personal commitments (e.g., vacation flight bookings, work schedule) which conflict with a scheduled test, exam or course requirement are not grounds for academic accommodation.

A UWO Student Medical Certificate (SMC) is **required** if a student is seeking academic accommodation on medical grounds. This documentation should be obtained at the time of the initial consultation with the physician/nurse practitioner or walk-in clinic. A SMC can be downloaded under the Medical Documentation heading of the following website: <https://studentservices.uwo.ca/secure/index.cfm> . If it is not possible to have an SMC completed by the attending physician/nurse practitioner, the student must request documentation sufficient to demonstrate that her ability to meet academic responsibilities was seriously affected. Please note that under University Senate regulations documentation stating simply that the student "was seen for a medical reason" or "was ill" is **not** adequate to support a request for academic accommodation. All documentation is to be submitted to an Academic Advisor.

Whenever possible, requests for academic accommodation should be initiated in advance of due dates, examination dates, etc. Students must follow up with their professors and Academic Advisor in a timely manner.

The full statement of University policy regarding extensions of deadlines or makeup exams can be found at <http://www.westerncalendar.uwo.ca/2015/pg117.html>

2. ACADEMIC CONCERNS

If you feel that you have a medical or personal problem that is interfering with your work, contact your instructor and Academic Advisor as soon as possible. Problems may then be documented and possible arrangements to assist you can be discussed at the time of occurrence rather than on a retroactive basis. Retroactive requests for academic accommodation on medical or compassionate grounds may not be considered.

If you think that you are too far behind to catch up or that your work load is not manageable, you should consult an Academic Advisor. If you consider reducing your workload by dropping one or more courses, this must be done by the appropriate deadlines (refer to the Registrar's website, www.registrar.uwo.ca, for official dates). You should consult with the course instructor and the Academic Advisor who can help you consider alternatives to dropping one or more courses. *Note that dropping a course may affect OSAP eligibility and/or Entrance Scholarship eligibility.*

The Dean may refuse permission to write the final examination in a course if the student has failed to maintain satisfactory academic standing throughout the year or for too frequent absence from the class or laboratory.

3. ABSENCES

Short Absences: If you miss a class due to a minor illness or other problems, check your course outline for information regarding attendance requirements and make sure you are not missing a test or assignment. Cover any readings and arrange to borrow notes from a classmate. Contact the course instructor if you have any questions.

Extended Absences: If you have an extended absence, you should contact the course instructor and an Academic Advisor. Your course instructor and Academic Advisor can discuss ways for you to catch up on missed work and arrange academic accommodations, if appropriate.

4. POLICY ON CHEATING & ACADEMIC MISCONDUCT

Scholastic offences are taken seriously and students are directed to read the appropriate policy, specifically, the definition of what constitutes a Scholastic Offence, at the following Web site:

http://www.uwo.ca/univsec/pdf/academic_policies/appeals/scholastic_discipline_undergrad.pdf.

Students are responsible for understanding the nature of and avoiding the occurrence of plagiarism and other academic offences. Students are urged to read the section on Scholastic Offences in the Academic Calendar. Note that such offences include plagiarism, cheating on an examination, submitting false or fraudulent assignments or credentials, impersonating a candidate, or submitting for credit in any course without the knowledge and approval of the instructor to whom it is submitted, any academic work for which credit has previously been obtained or is being sought in another course in the University or elsewhere. Students are advised to consult the section on Academic Misconduct in the Western Academic Calendar.

If you are in doubt about whether what you are doing is inappropriate or not, consult your instructor, the Student Services Centre, or the Registrar. A claim that "you didn't know it was wrong" is not accepted as an excuse.

The penalties for a student guilty of a scholastic offence (including plagiarism) include refusal of a passing grade in the assignment, refusal of a passing grade in the course, suspension from the University, and expulsion from the University.

Plagiarism:

Students must write their essays and assignments in their own words. Whenever students take an idea or a passage from another author, they must acknowledge their debt both by using quotation marks where appropriate and by proper referencing such as footnotes or citations. Plagiarism is a major academic offence (see Scholastic Offence Policy in the Western Academic Calendar).

All required papers may be subject to submission for textual similarity review to the commercial plagiarism detection software under license to the University for the detection of plagiarism. All papers submitted for such checking will be included as source documents in the reference database for the purpose of detecting plagiarism of papers subsequently submitted to the system. Use of the service is subject to the licensing agreement, currently between The University of Western Ontario and Turnitin.com.

Computer-marked Tests/exams:

Computer-marked multiple-choice tests and/or exams may be subject to submission for similarity review by software that will check for unusual coincidences in answer patterns that may indicate cheating. Software currently in use to score computer-marked multiple-choice tests and exams performs a similarity review as part of standard exam analysis.

5. PROCEDURES FOR APPEALING ACADEMIC EVALUATIONS

All appeals of a grade must be directed first to the course instructor. If the student is not satisfied with the decision of the course instructor, a written appeal signed by the student must be sent to the Department Chair. If the response of the department is considered unsatisfactory to the student, she may then submit a signed, written appeal to the Office of the Dean. Only after receiving a final decision from the Dean may a student appeal to the Senate Review Board Academic. A Guide to Appeals is available from the Ombudsperson's Office, or you can consult an Academic Advisor. Students are advised to consult the section on Academic Rights and Responsibilities in the Western Academic Calendar.

6. PREREQUISITES AND ANTIREQUISITES

Unless you have either the prerequisites for a course or written special permission from your Dean to enroll in it, you will be removed from the course and it will be deleted from your record. This decision may not be appealed. You will receive no adjustment to your fees in the event that you are dropped from a course for failing to have the necessary prerequisites.

Similarly, you will also be deleted from a class list if you have previously taken an antirequisite course unless this has the approval of the Dean. These decisions may not be appealed. You will receive no adjustment to your fees in the event that you are dropped from a course because you have taken an antirequisite course.

7. SUPPORT SERVICES

The Brescia University College Registrar's website, with a link to Academic Advisors, is at <http://brescia.uwo.ca/academics/registrar-services/>. The Western Registrar's website is at <http://www.registrar.uwo.ca/index.html>. The website for the Student Development Centre at Western is at <http://www.sdc.uwo.ca/>. Students who are in emotional/mental distress should refer to Mental Health @ Western <http://www.uwo.ca/uwocom/mentalhealth/> for a complete list of options about how to obtain help.

Portions of this document were taken from the Academic Calendar, the Handbook of Academic and Scholarship Policy and the Academic Handbook of Senate Regulations. This document is a summary of relevant regulations and does not supersede the academic policies and regulations of the Senate of the University of Western Ontario.

Tentative Weekly Class Schedule – Subject to Change

Date	Week	Topic	Learning Outcomes	Bring to Class	Assignment Due Date	Reading	Exercise/Workshop & Preparation
Jan 4	1	New product strategy	<ul style="list-style-type: none"> Describe the new product development process. Describe the causes of new product failures. Explain the learning outcomes of the course. Create class behaviour expectations with respect to learning and civility. 	Course Outline Contribution Instructions & Rubric PPT Slides		Ch. 1	Review course outline & contribution instructions before class.
Jan 11	2	New Product Process	<ul style="list-style-type: none"> Describe the new product development process (NPD). Apply & evaluate NPD process in a specific situation. 	Case & Case Analysis		Ch. 2	Case: Tastykake Sensables
Jan 18	3	Opportunity identification	<ul style="list-style-type: none"> Describe the strategic planning process. Explain the role of a product innovation charter. 	Product Innovation Charter (PIC) Assignment Instructions & Rubric Case & Case Analysis		Ch. 3	Case: New Product Strategy at Kellogg
Jan 25	4	Creativity and finding & solving customer problems	<ul style="list-style-type: none"> Create a product concept. Describe the process of finding and solving customer problems. 	Cases & Analysis		Ch. 4 & 5	Case: P&G CarpetFlick Case: Campbell's IQ Meals
Feb 1	5	Project development & analytical approaches	<ul style="list-style-type: none"> Describe product attribute processes including perceptual mapping, trade-off analysis, and qualitative techniques 	Concept Statement Assignment & Rubric Cases & Analysis	Product Innovation Charter	Ch. 6 & 7	Case: Rubbermaid Form product development teams
Feb 8	6	Concept development & testing	<ul style="list-style-type: none"> Describe the product evaluation system and concept testing. 	Case & Analysis Perceptor Exercise		Ch. 8 & 9	Case: Chipotle Mexican Grill Exercise: Perceptor (See OWL)
Feb 22	7	Concept screening & financial projections	<ul style="list-style-type: none"> Describe various approaches to concept screening. Complete sales forecast and financial analysis for a new product launch. 	Case & Analysis Financial Exercise		Ch.10 &11	Case: Logitech(A) Exercise: Financial Exercise (See OWL)
Feb 29	8	Product protocol	<ul style="list-style-type: none"> Describe and develop a product protocol 	Launch Plan Report & Presentation Instructions & Rubrics Product protocol	Concept Statement	Ch. 12	Exercise: Develop a product protocol for a one of your product concept statements.
Mar 7	9	Design & product use testing	<ul style="list-style-type: none"> Discuss the role of product design in new product innovation Describe product use testing process 	Cases & Analysis		Ch. 13 & 15	Case: Palm Pilot Case: Product Use Testing for New Consumer Nondurables
Mar 14	10	Launch planning & implementation	<ul style="list-style-type: none"> Describe the decisions that must be made for a launch plan & challenges of implementation of a launch plan. 	Cases & Analysis		Ch. 16 & 17	Case: Wii Case: Hulu
Mar 21	11	Market testing & launch management	<ul style="list-style-type: none"> Describe the various elements of market testing. Describe the various steps of launch management. 	Cases & Analysis		Ch. 18 & 19	Case: Pepsi Co. Case: Levitra
Mar 28	12	Class Project Time		Project			In class activity
Apr 4	13	Final project presentations		Presentation (on a thumb drive) & Launch Plan.	Launch Plan & Presentation		Class presentations