BUSINESS 101 is an elective one credit class for incoming Business Preference students. It is taught by the Broad College of Business Undergraduate Academic Support Unit.

GOALS OF THE COURSE:
- Increase engagement with Broad student services
- Increase retention
- Demystify the competitive process of Broad COB admission
- Prepare students to apply to the program

One librarian from the Gast Business Library served as instructor of record for one section of BUS 101 in the Fall 2017 semester. This highlighted new considerations for instruction and pedagogy that varied from a one-shot approach.

**PREPARATION**
Meet with other course instructors
- Discuss course requirements & activities
- Syllabus language
- Activities Card
- Service Project
- “Preparing for Broad” session material
- Strengths Finder assessment
- Advocate for library instruction

**IN THE CLASSROOM**
Adjusting to the different needs of a semester long course was a big change for librarians. Special consideration needed to be made to ensure proper course:
- Structure
- Instructor/student expectations
- Classroom and time management

A new component that librarians had not considered was the emotional labor needed to work with the same students every week:
- Development of student-teacher relationships
- Questions and grading
- Student support

**When Things Go Wrong**
- Assigned TA stopped working
- Required more instructor time on smaller tasks, like attendance
- Service project completion hiccups
- Students could not find projects or delayed finding projects
- Many emails to students and on their behalf

Librarians also visited other sections of BUS 101 as guest speakers, presenting a standard one-shot IL session.

- One librarian served as instruction coordinator for the BUS 101 sessions
  - Served as contact person for all scheduling requests
  - Asked for volunteers to teach each of the 10 IL sessions
  - Fellow librarians did help but the coordinating librarian still taught the majority of one-shot sessions due to scheduling conflicts

- Session theme: Landing Your Dream Job: Using Company Research to Prepare
  - Paired with a career research assignment, also usually timed around the Business Career Fair on campus

**PRESENTING THE INFORMATION LITERACY SESSION**
Generally, librarians taught sessions to all sections of BUS 101 that varied from a one-shot approach.

- Paired with a career research assignment, also usually timed around the Business Career Fair on campus

**BUS 101**

**INFO LIT**

**UNDERGRAD ACADEMIC SUPPORT UNIT**

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