Note:

Course content may be changed, term to term, without notice. The information below is provided as a guide for course selection and is not binding in any form, and should not be used to purchase course materials.
COURSE SYLLABUS
AVIA 360
CORPORATE AND BUSINESS AVIATION

COURSE DESCRIPTION
This course is designed to introduce aviation students with the operations of a corporate flight department. They will understand the value of management mobility which requires specific operations other than commercial airline options. The student will learn how to evaluate aircraft and equipment requirements, maintenance demands and logistical difficulties, flight operations specific to this unique environment, administration requirements for smooth and efficient operations, as well as the fiscal considerations which will impact the business profits.

RATIONALE
This course will introduce the student to the various aspects of corporate and business aviation. Students graduating from the Liberty University School of Aeronautics must be prepared to understand and implement business and management principles in a corporate or business aviation environment.

I. PREREQUISITE
For information regarding prerequisites for this course, please refer to the Academic Course Catalog.

II. REQUIRED RESOURCE PURCHASE
Click on the following link to view the required resource(s) for the term in which you are registered: http://bookstore.mbsdirect.net/liberty.htm

III. ADDITIONAL MATERIALS FOR LEARNING
A. Computer with basic audio/video output equipment.
B. Internet access (broadband recommended)
C. Microsoft Word
   (Microsoft Office is available at a special discount to Liberty University students.)
IV. Measurable Learning Outcomes

Upon successful completion of this course, the student will be able to:

A. Explain the rationale behind corporate aviation departments.
B. Evaluate aircraft options for a specific organizational structure.
C. Discuss the aspects of business management involved in commercial and business aviation.
D. Apply the management processes and skills necessary to run a flight department.
E. Apply operational logistics of running a flight department.
F. Discuss safety implications for a flight department.
G. Apply safety concepts and evaluation to given incidents and accidents.
H. Apply biblical principles of integrity to business practices and safety concepts.

V. Course Requirements and Assignments

A. Textbook readings and presentations

B. Course Requirements Checklist

After reading the Syllabus and Student Expectations, the student will complete the related checklist found in Module/Week 1.

C. Discussion Board Forums (6)

The student is required to provide a thread in response to the provided prompt for each forum. Each thread must be 400–500 words in length and demonstrate course-related knowledge. In addition to the thread, the student is required to reply to at least 2 other classmates’ threads. Each reply must be at least 200 words in length.

D. Corporate Aviation Proposal Outline

Before creating his/her 5-page Corporate Aviation Proposal, the student will submit a 1–2-page outline that provides the structure of his/her paper. The outline will frame the structure of the proposal, detailing its main ideas and supporting points, as well as the introduction, conclusion, and a minimum of 4 references. Current APA formatting must be used.

E. Corporate Aviation Proposal

The student will prepare a Corporate Aviation Proposal for a business. The proposal should be professional and can include graphics and diagrams. It must incorporate information from 4 sources (including the textbook) and be written in current APA format, including a title page and a reference page. The body of the proposal must be at least 5 full pages in length. This assignment will be submitted through the SafeAssign link in Blackboard, and current APA formatting must be used.
F. Exams (4)

The student will complete 4 exams in this course. Each exam will be open-book/open-notes, contain 25 multiple-choice questions, and have a 40-minute time limit.

VI. COURSE GRADING AND POLICIES

A. Points

<table>
<thead>
<tr>
<th>Assignment</th>
<th>Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>Course Requirements Checklist</td>
<td>10</td>
</tr>
<tr>
<td>Discussion Board Forums (6 at 85 pts ea)</td>
<td>510</td>
</tr>
<tr>
<td>Corporate Aviation Proposal Outline</td>
<td>50</td>
</tr>
<tr>
<td>Corporate Aviation Proposal</td>
<td>140</td>
</tr>
<tr>
<td>Exams (4 at 75 pts ea)</td>
<td>300</td>
</tr>
</tbody>
</table>

**Total** 1010

B. Scale

- A = 900–1010
- B = 800–899
- C = 700–799
- D = 600–699
- F = 0–599

C. Late Assignment Policy

If the student is unable to complete an assignment on time, then he or she must contact the instructor immediately by email.

Assignments that are submitted after the due date without prior approval from the instructor will receive the following deductions:

1. Late assignments submitted within one week of the due date will receive a 10% deduction.
2. Assignments submitted more than one week late will receive a 20% deduction.
3. Assignments submitted two weeks late or after the final date of the class will not be accepted.
4. Late Discussion Board threads or replies will not be accepted.

Special circumstances (e.g. death in the family, personal health issues) will be reviewed by the instructor on a case-by-case basis.

D. Disability Assistance

Students with a documented disability may contact Liberty University Online’s Office of Disability Academic Support (ODAS) at LUOODAS@liberty.edu to make arrangements for academic accommodations. Further information can be found at www.liberty.edu/disabilitysupport.
# COURSE SCHEDULE

**AVIA 360**


<table>
<thead>
<tr>
<th>Module/Week</th>
<th>Reading &amp; Study</th>
<th>Assignments</th>
<th>Points</th>
</tr>
</thead>
</table>
| 1           | Cannon & Richey: chs. 1, 11 1 presentation | Course Requirements Checklist  
Class Introductions  
DB Forum 1 | 10  
0  
85 |
| 2           | Cannon & Richey: ch. 10 1 presentation | DB Forum 2  
Exam 1 | 85  
75 |
| 3           | Cannon & Richey: chs. 2, 9 1 presentation | DB Forum 3 | 85 |
| 4           | Cannon & Richey: chs. 3, 14 1 presentation | Corporate Aviation Proposal Outline  
Exam 2 | 50  
75 |
| 5           | Cannon & Richey: chs. 7–8 1 presentation | DB Forum 4 | 85 |
| 6           | Cannon & Richey: chs. 5–6 1 presentation | DB Forum 5  
Exam 3 | 85  
75 |
| 7           | Cannon & Richey: ch. 4 1 presentation | Corporate Aviation Proposal | 140 |
| 8           | Cannon & Richey: chs. 12–13 1 presentation | DB Forum 6  
Exam 4 | 85  
75 |

**TOTAL** 1010

DB = Discussion Board

**NOTE:** Each course week (except Module/Week 1) begins on Tuesday morning at 12:00 a.m. (ET) and ends on Monday night at 11:59 p.m. (ET). The final week ends at 11:59 p.m. (ET) on Friday.