



### **Instructor:**

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the Finance Career and Industry Immersion  
Academy (CIIA)  
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email for appointment.

### **Career and Industry Immersion Academy (CIIA)**

### **Class Meeting Schedule:**

**Section:** AUT 6284.01 Section #2972 - Gerlach 365 - 9am – 12 Noon on designated Fridays  
SPR 6285.02 (schedule TBD)

### **Course Materials / Software:**

1. When applicable, a Harvard Business Publishing (HBP) reading course pack will be required to purchase (total for *both* semesters is not to exceed \$100). The unique links to these packages are shared on Carmen Front Page.
2. No additional materials are required for this course. Please see “Course technology” further below regarding technological requirements. Some readings will be available directly via Carmen.
3. At the discretion of the instructor, additional course materials will be timely posted on Carmen.

### **Academy Course Description:**

#### **COURSE OVERVIEW**

The CIIA course will be offered in the Fall and Spring semesters and will have different objectives. During the fall semester, CIIA (1.0 credits) will introduce our students to the career pathways to prepare them for their internship opportunities. This course, held on selected Fridays, will focus on the following objectives:

- Exposure to the Industry Career and Developing Skills
- Networking Events with Recruiters and Alumni
- Site Visits to companies
- Industry speakers
- Case Analyses and Simulations to Understand the role of finance across industries
- Day in the life – of the functional manager
- Career Trajectory

Four CIIA Directors for these topics will work closely with the Office of Career Management team to coordinate the activities during the class. During the fall break, each track will plan site visits to local Ohio companies. These trips will introduce our FT MBA students to career opportunities within their industries. The Managing Director (MD) for the FT MBA program will be instrumental in planning these trips with the individual instructors and the Graduate Programs Office. Fisher's Alumni Office will also work closely with the program to engage our alumni in this class.

**In the spring**, students will remain in their CIIA (1.0 credits) on Fridays to strengthen their interpersonal skills and prepare for their internships. Students will also have the option to switch between academies between Fall and Spring semesters if they decide to refocus their career in a different industry area. This flexibility is a crucial feature of the re-imagined program and sets us apart from other aspirational programs with similar models. The CIIA class during the spring term will focus on the following objectives:

- Re-onboarding for students who want to switch between CIIA tracks.
- Problem Solving in specific Functions.
- Preparing for internship
- Deep dives into real-world challenges
- Complex case solving
- Shadowing a C-suite in their day at work
- Preparing for the 2nd year – functional strengthening (recommended elective coursework introductions).

## **Course Learning Outcomes:**

The objectives of this course are to create a career and industry immersive academy experience through discussion, group activities, workshops, and readings that support you by:

1. Introducing and applying key **financial analysis tools and frameworks** to prepare you for the Fall interviewing season and develop your “fluency” in the language and concepts of financial management.
2. Developing and refining job search and career pursuit skills (aka “softer-side” skills) – including the skills you must embrace during internship interviews.
3. Develop and apply professional skills for longer term career management and progression.
4. Immersion in the Fisher alumni network, starting with your own Academy cohort and extending into currently working professionals and to continue building your finance network.
5. Providing the tools to develop and execute your own **financial management style**.
6. **Discovering the similarities and differences of financial management careers** across different industries to help you identify your best fit.

## **How This Course Works:**

**Mode of delivery:** The Academies are **in-person**.

**Dress code** is business casual for on-campus Friday sessions (no tee-shirts, hoodies, hats, or jeans), and **business for visits to company partner offices** (think interview appropriate attire).

**Credit hours and work expectations:** This is a 2-semester series, consisting of a 1.0-**credit-hour course** in the Autumn and a 1.0-**credit-hour course** in the Spring.

**Attendance and participation requirements:** The following is a summary of everyone's expected participation:

- **Live class sessions and office hours:**  
All live, scheduled sessions for the course are required, as we will be holding discussion topics related to course objectives and meeting with guest speakers. In addition, there will be a planned field excursion during fall break. The exception is if you have extenuating circumstances (this must be agreed to in advance).
- Office hours are Thursdays by appointment.
- Zoom office hours available upon request.

## **Course technology:**

For help with your password, university email, Carmen, or any other technology issues, questions, or requests, contact the Ohio State IT Service Desk. Standard support hours are available at [ocio.osu.edu/help/hours](https://ocio.osu.edu/help/hours), and support for urgent issues is available 24/7.

- **Self-Service and Chat support:** [ocio.osu.edu/help](https://ocio.osu.edu/help)
- **Phone:** 614-688-4357(HELP)
- **Email:** [servicedesk@osu.edu](mailto:servicedesk@osu.edu)
- **TDD:** 614-688-8743

### **Baseline technical skills for online courses**

- Basic computer and web-browsing skills
- Navigating Carmen: for questions about specific functionality, see the [Canvas Student Guide](#).

### **Required Technology skills specific to this course.**

- [Carmen Zoom virtual meetings](#)
- [Recording a slide presentation with audio narration](#)
- [Recording, editing, and uploading video](#)

### **Required equipment.**

- Computer: current Mac (OS X) or PC (Windows 10) with high-speed internet connection
- Webcam: built-in or external webcam, fully installed and tested
- Microphone: built-in laptop or tablet mic or external microphone
- Other: a mobile device (smartphone or tablet) or landline to use for BuckeyePass authentication

### **Required software**

- [Microsoft Office 365:](#) All Ohio State students are now eligible for free Microsoft Office 365 ProPlus through Microsoft's Student Advantage program. Full instructions for downloading and installation can be found [at go.osu.edu/office365help](https://go.osu.edu/office365help).

- **Carmen access**

You will need to use [BuckeyePass](#) multi-factor authentication to access your courses in Carmen. To ensure that you are able to connect to Carmen at all times, it is recommended that you take the following steps:

- Register multiple devices in case something happens to your primary device. Visit the [BuckeyePass - Adding a Device](#) help article for step-by-step instructions.
- Request passcodes to keep as a backup authentication option. When you see the Duo login screen on your computer, click **Enter a Passcode** and then click the **Text me new codes** button that appears. This will text you ten passcodes good for 365 days that can each be used once.

- Download the [Duo Mobile application](#) to all of your registered devices for the ability to generate one-time codes in the event that you lose cell, data, or Wi-Fi service.

If none of these options will meet the needs of your situation, you can contact the IT Service Desk at 614-688-4357 (HELP), and IT support staff will work out a solution with you.

## **Fall '25 Grading and Evaluation:**

The Career Industry and Immersion Academies are graded by Strong pass/pass/fail only. We do not use letter grading for academies.

Grading Element Name	Weight
Participation	50%
Field Trips and Pannels Learnings Reflections (4 @ 7.5% each)	30%
Academy Networking	10%

## **Fall '25 Course Assignments:**

1. **Participation (50%).** The academy experience is based on interactive and engaging sessions, and as such, students will be evaluated on their participation. Do not be shy! Financial managers are required to interact cross-functionally and must constantly seek clarification and be comfortable expressing and supporting their point of view. None of us are as smart as all of us, so we can all grow via everybody's contributions. Participation also includes a before and after self-reflection; one-page paper due by the end of the day of the first academy week and one-page due on the last day of academy meetings. Students are expected to share their before and after on the last day of the fall academy (details on Carmen>Assignments).
2. **Field Trips and Pannels Learning Reflections (30%)** four, one-page memo each (single-spaced) synthesizing your learnings from these sessions. Preparatory questions for reference are published on Canvas Modules.
3. **Academy Networking Quiz (20%):** How well do you know your academy colleagues (first and last name, something interesting about each 1<sup>st</sup> year in your academy, their career and personal goals)?

## **Fall'25 Course Schedule:**

Date	Description	Speakers
August 29	<ul style="list-style-type: none"> <li>• Introductions</li> <li>• Preparing for September trip</li> <li>• Site visit focus: portfolio management &amp; equity research</li> </ul>	Site visit to Diamond Hill
September 19	<ul style="list-style-type: none"> <li>• Focus: Corporate Finance through the lens of a global manufacturer of industrial products</li> </ul>	Site visit to Ridge Tools Co., Elyria, Ohio. Hosted by the president and executive team
October 24	<ul style="list-style-type: none"> <li>• Focus: M&amp;A Advisory and private capital</li> </ul>	Pannel at Gerlach Hall lead by Janice Guo, Director at Footprint Capital
November 14	<ul style="list-style-type: none"> <li>• Focus: Real state &amp; insurance – investments, property &amp; casualties, financial services &amp; office of the president</li> </ul>	Panel of representatives from Nationwide insurance lead by Matthew Nordman, MBA

## **Spring '26 Grading and Evaluation (subject to change):**

The Career Industry and Immersion Academies are graded by Strong-Pass/Pass/Fail only. We do not use letter grading for academies.

Assessment Name	Weight
Participation	50%
Assignments	20%
Academy Trip Learnings	20%
My Summer Internship Plan	10%

## **Spring '26 Course Assignments (subject to change):**

- 1. Participation (50%).** You will soon be in your internship, and while you may be “just an intern”, you do not want to be perceived that way. Ever hear that old cliché “dress for the job you want”? Well, that’s still true to a degree in today’s workplace (that’s why tour academy has a dress code), but what’s even more true is act and contribute for the job you want. Every individual that climbs the ladder has to actively engage – unless you want to be stuck in a cube cranking on data your entire career.
- 2. Assignments (20%)**
- 3. Academy Trip Learning (20%)** A two-page memo (single-spaced) synthesizing your learnings from Academy Week: Stand back and make sense of the week. What were the similarities and differences between companies and industries? What were the big “aha’s” or take-aways for you? Which organizations could you see yourself in, why or why not? Rather than just "reporting" on what we did, focus on your personal observations (details on Canvas).

4. **My Summer Internship Plan** (10%). It's too easy to spin your wheels in analysis and before you know it, your end of summer presentation and recommendations is due. This session will provide a sort of outline to how to structure your summer experience to best enable success and to get that full-time offer (regardless of your intention to accept, you *want* to get the offer).

## **Spring '26 Course Schedule [details to be provided on syllabus addendum]:**

The Spring Academy experience will focus on the student's professional development to set them up for success, not only in their summer internship, but for their entire career.

- Case study focusing on the telecommunications sector – finance case interview prep
- M&A in Wine Country simulation in collaboration with the Strategy Academy – strategic deal pricing, financing source selection and negotiations – team building
- Venture capital panel, featuring REV1
- Closing the semester with a site visit to Ohio State University Office of the Treasury, hosted by Jake Wozniak, Treasurer and Deputy CFO

## **Absence and Makeup Policy:**

You should attend all in-class sessions as scheduled. If you are unable to attend live sessions due to technology limitations, work, illness, or personal issues, your attendance will be evaluated by the completion of the work as assigned online in a timely manner.

Assignments are due on the dates indicated. There will be the occasional personal emergencies the day before an assignment is due. Such issues are legitimate reasons to reach alternative due dates for assignments...if you let me know about issues in advance. *Please do not exploit this privilege!* For circumstances outside of your control, including extended medical illness or family hardship, I may ask you to file a request for accommodation from Student Life Disability Services (SLDS link [here](#)).

## **Instructor Feedback and Response Expectations:**

When sending an e-mail to me and you're NOT using the email function in Carmen, please type "MBAxxx.01" in the "Subject" line along with a brief short purpose of your e-mail. I will make every effort to return your query within 24 hours.

## **Academic integrity:**

Academic integrity is essential to maintaining an environment that fosters excellence in teaching, research, and other educational and scholarly activities. Thus, The Ohio State University and the Committee on Academic Misconduct (COAM) expect that all students have read and understood the University's Code of Student Conduct and that all students will complete all academic and scholarly assignments fairly and honestly. Students must recognize that failure to follow the rules and guidelines established in the University's Code of Student Conduct (<https://trustees.osu.edu/bylaws-and-rules/code>) and this syllabus may constitute Academic Misconduct (<https://oaa.osu.edu/academic-integrity-and-misconduct>)

The Ohio State University's Code of Student Conduct (Section 3335-23-04) defines academic misconduct as Any activity that tends to compromise the academic integrity of the University or subvert the educational process. Examples of academic misconduct include (but are not limited to) plagiarism, collusion (unauthorized collaboration), copying another student's work, and possession of unauthorized materials during an examination. Ignorance of the University's Code of Student Conduct is never considered an excuse for academic misconduct, so I recommend you review the Code of Student Conduct and, specifically, the sections dealing with academic misconduct.

If I suspect a student has committed academic misconduct in this course, I am obligated by University Rules to report my suspicions to the Committee on Academic Misconduct. If COAM determines that you have violated

the University's Code of Student Conduct (i.e., committed academic misconduct), the sanctions for the misconduct could include a failing grade in this course and suspension or dismissal from the University. If you have any questions about the above policy, please get in touch with me.

### **Grievances and solving problems:**

According to University Policies, if you have a problem with this class, you should seek to resolve the grievance concerning a grade or academic practice by speaking first with the instructor or professor. Then, if necessary, take your case to the department chairperson, college dean, associate dean, and the provost in that order. Specific procedures are outlined in Faculty Rule 3335-8-23. Grievances against graduate, research, and teaching assistants should be submitted first to the supervising instructor, then to the chairperson of the assistant's department.

### **Creating an environment free from harassment, discrimination, and sexual misconduct:**

The Ohio State University is committed to building and maintaining a community to reflect the diversity and improves opportunities for all. All Buckeyes have the right to be free from harassment, discrimination, and sexual misconduct. Ohio State does not discriminate based on age, ancestry, color, disability, ethnicity, gender, gender identity or expression, genetic information, HIV/AIDS status, military status, national origin, pregnancy (childbirth, false pregnancy, termination of pregnancy, or recovery from that place), race, religion, sex, sexual orientation, or protected veteran status, or any other bases under the law, in its activities, academic programs, admission, and employment. University community members also have the right to be free from all forms of sexual misconduct: sexual harassment, sexual assault, relationship violence, stalking, and sexual exploitation.

To report harassment, discrimination, sexual misconduct, or retaliation and seek confidential and non-confidential resources and supportive measures, contact the Office of Institutional Equity:

1. Online reporting form at [equity.osu.edu](https://equity.osu.edu),
2. Call 614-247-5838 or TTY 614-688-8605,
3. Or Email [equity@osu.edu](mailto:equity@osu.edu)

The university is committed to stopping sexual misconduct, preventing its recurrence, eliminating any hostile environment, and remedying its discriminatory effects. Therefore, all university employees have to report responsibilities to the Office of Institutional Equity to ensure the university can take appropriate action:

- All university employees, except those exempted by the legal privilege of confidentiality or expressly identified as confidential reporters, must report incidents of sexual assault immediately.
- The following employees must report all other forms of sexual misconduct as soon as practicable but at most within five workdays of becoming aware of such information: 1. Any human resource professional (HRP); 2. Anyone who supervises faculty, staff, students, or volunteers; 3. Chair/director; and 4. Faculty member.

### **Diversity statement:**

The Ohio State University affirms the importance and value of diversity of people and ideas. We believe in creating equitable research opportunities for all students and providing programs and curricula that allow our students to understand critical societal challenges from diverse perspectives. We aspire to use research to promote sustainable solutions for all. We are committed to maintaining an inclusive community that recognizes and values every person's inherent worth and dignity; fosters sensitivity, understanding, and



mutual respect among all members; and encourages each individual to strive to reach their potential. The Ohio State University does not discriminate based on age, ancestry, color, disability, gender identity or expression, genetic information, HIV/AIDS status, military status, national origin, race, religion, sex, gender, sexual orientation, pregnancy, protected veteran status, or any other bases under the law, in its activities, academic programs, admission, and employment.

To learn more about diversity, equity, and inclusion and for opportunities to get involved, please visit:

- <https://odi.osu.edu/>
- <https://odi.osu.edu/racial-justice-resources>
- <https://odi.osu.edu/focus-on-racial-justice>
- <http://mcc.osu.edu/>

### **Disability services:**

The university strives to make all learning experiences as accessible as possible. However, in light of the current pandemic, students seeking to request COVID-related accommodations may do so through the university's [request process](#), managed by Student Life Disability Services. If you anticipate or experience academic barriers based on your disability (including mental health, chronic, or temporary medical conditions), please let me know immediately so we can discuss options privately. To establish reasonable accommodations, I may request that you register with Student Life Disability Services. After registration, please make arrangements with me as soon as possible to discuss your accommodations so they can be implemented promptly. **SLDS contact information:** [slds@osu.edu](mailto:slds@osu.edu); 614-292-3307; [slds.osu.edu](https://slds.osu.edu); 098 Baker Hall, 113 W. 12<sup>th</sup> Avenue.

### **Mental health statement:**

As a student, you may experience a range of issues that can cause barriers to learning, such as strained relationships, increased anxiety, alcohol/drug problems, feeling down, difficulty concentrating, and lack of motivation. These mental health concerns or stressful events may diminish academic performance or reduce a student's ability to participate in daily activities. The Ohio State University offers services to assist you with addressing these and other concerns you may be experiencing. Suppose you or someone you know suffers from any of the above-mentioned conditions. In that case, you can learn more about the broad range of confidential mental health services available on campus via the Office of Student Life Counseling and Consultation Services (CCS) by visiting [ccs.osu.edu](https://ccs.osu.edu) or calling (614) 292- 5766. CCS is located on the 4th Floor of the Younkin Success Center and the 10th Floor of Lincoln Tower. In addition, you can reach an on-call counselor when CCS is closed at (614) 292-5766, and 24-hour emergency help is also available through the 24/7 National Suicide Prevention Hotline at 1-(800)-273-TALK or at <https://suicidepreventionlifeline.org>.

### **Safety and health requirements:**

Staff and students must comply with and stay current on all [University safety and health guidance](#).

### **Copyright:**

© The materials used in connection with this course may be subject to copyright protection and are only for the use of students officially enrolled in the course for the educational purposes associated with the course. Therefore, before copying, retaining, or disseminating materials outside the course, copyright law must be considered.