

IALOGUE DAYS PROGRAM FORMAT

Format Dialogue Days, an initiative of the Miller College of Business Alumni Board, connects students with successful alumni professionals. A long-standing tradition in the Miller College, alumni visit classes over the course of two days, sharing business experience and expertise, while engaging students with one-on-one conversations. While the class time is meant to be informal, most speakers prepare a few remarks for the class based on their experiences. (PowerPoint presentations and handouts aren't necessary.) Although the sophistication of the students' questions and curiosity may vary according to their class-level, we would like for you to allow plenty of time to engage in student-driven discussion.

Discussion Topics You may or may not have experience in the subject matter of the class you address. If your background lends itself to topics that pertain to the course content, that is fine. However, the time that students spend with you is meant to be more general, multidisciplinary and "real-world" oriented.

Your presentation is important because it allows students to better understand the business environment. We hope that you will speak with them about a variety of topics including:

- how to make good business decisions
- problems and solutions in managing and working with people in an organization
- workplace expectations
- the importance of ethics as a student, an employee and a company
- professional skills to acquire or polish before interviewing or after you are hired
- trends in your particular industry or profession, and
- lessons you have learned along the way

You might consider describing job-related problems and challenges you face as a professional, and how you solve them, either on the job or in your career itself. To spur conversation, you also should pose these challenges to the students, asking for their thoughts.

It is important that students begin to understand the integrative nature of the business environment. For example, it is essential for an accounting major to be skilled in accounting, but equally important to be able to communicate and work with staff in marketing, operations, payroll, management, etc. We urge you to talk to students about how you interface with others in your job and how they may use information from your discipline. And, by all means, encourage them to ask you questions. When possible, take a few minutes after class to speak to one or two select students to expand on such conversations.

- Class Length** In general, most three credit hour classes meet on Wednesdays for 50 minutes. Classes meeting on Thursday typically meet for 75 minutes. Please plan to arrive approximately 30 minutes prior to the time you are speaking in class.
- Social Time** We hope that you will be able to join us for some social time and refreshments or lunch before or after your presentation. Lunch will be served from 11:00 a.m. to 1:00 p.m. A reception for alumni, faculty, and selected students will also be hosted on Wednesday from 4:30 to 6:00 p.m. We would love to have a chance to catch up with you!
- Contact Information** Scheduling and parking information will be sent to you prior to Dialogue Days. Once you receive scheduling information, you are encouraged to contact the faculty member who will be hosting you to discuss class format and introduce yourself. Some alumni and faculty have enjoyed a robust discussion when they ask students to develop questions prior to the class meeting. You may wish to discuss this with the faculty member teaching the course.

You may reach the faculty through their departmental office.

Miller College of Business Departmental Phone Numbers

- Accounting (765) 285-5100
- Economics (765) 285-5360
(Economics and Statistics)
- Information Systems and Operations Management (765) 285-5300
(Business Communications, Information Systems, Logistics and Supply Chain Management, and Teacher Education)
- Finance (765) 285-5200
(Business Law, Finance, Risk Management and Insurance)
- Management (765) 285-9022
(Entrepreneurship, Human Resources, Management)
- Marketing (765) 285-5180
(International Business, Marketing, and Professional Selling)

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