***TOPICS FOR FORMAL REPORT***

This collaborative assignment gives your group an opportunity to conduct secondary research, analyze your findings, and record your findings in a well-structured, audience-focused semi-formal report. Your group will apply the principles of good business writing—correctness, clarity, and conciseness—to this report. For each of the topics below, your group will do the following:

1. You will conduct secondary research (consult pamphlets, brochures or websites) to find out as much about the selected service offered as possible. You will record the information in your own words and cite your sources using APA documentation style. Simply cutting and pasting information from a website is plagiarism and, therefore, unacceptable.
2. You will then compile your secondary research into a report and offer recommendations if applicable. Your recommendations must be realistic.

***ENVIRONMENTALLY FRIENDLY PRODUCTION OF GOODS***

We are in a climate change CRISIS! Action needs to be taken NOW to halt climate change. Unfortunately, too many business people and governments either deny climate change exists and is getting worse, or they are more concerned about making large profits than curbing their appetites for money at the expense of our precious planet.

However, due to our purchasing power, we CONSUMERS have a lot of indirect control over goods produced and bought that are environmentally sound. As a global society, we have all the science and technology to create and use environmentally safe products that will not compromise our lifestyles. Where there is a demand, there is a way. Let’s explore and report…

In North America, the funeral business is BIG BUSINESS. Most people are buried in a cemetery in a coffin. This is an expensive cultural burial practice that is not best for the environment. Establish the problematic economic and environmental cost to graves and discuss economically and environmentally better alternatives to burying the dead in your report. Here is an example: <https://www.facebook.com/itsmydreamgarden/videos/333725713957997/> (Burial Pod instead of a Grave)

Plastic straws are widely used in North America. The problem is that they are not recyclable and are detrimental to the environment. Discuss how plastic straws damage the oceans, land and animals. The best solution is not to use them; however, many people will not do so and will opt for convenience over the environment. Report on plastic straw alternatives that are feasible for the consumer and profitable for businesses. Make sure to include in your report projected customer loyalty when using these alternative products. Here is an example of an alternative: <https://www.intelligentliving.co/wild-grass-straws/?fbclid=IwAR1I-ctYwC8fhG_rM36jrPrLVGbDZZ924Zx4RF8m1h_rMQmix1zyPwt6-OA> (Wild Grass for Straws instead of Plastic)

Plastic disposable cutlery is widely used in North America. The problem is that they are not recyclable and are detrimental to the environment. Discuss how cutlery damages the oceans, land and animals. The best solution is not to use them; however, many people will not do so and will opt for convenience over the environment. Report on plastic cutlery alternatives that are feasible for the consumer and profitable for businesses. Make sure to include in your report projected customer loyalty when using these alternative products. Here is an example of an alternative: <https://www.facebook.com/watch/?v=249029432652969> (Avocado seeds replacing plastic)

\*Include different ways to incentivize consumers to buy/use these greener alternatives.

***CENTENNIAL COLLEGE***

**myCentennial**

The college’s portal called myCentennial allows students to access services at the college. Students can register and pay for courses and access email. How effective is this portal? What do students think about it? In your report determine if myCentennial is an effective tool and make recommendations if necessary.

**eCentennial**

Centennial College's learning management system, eCentennial, is the gateway to current course information and learning activities. Professors at Centennial College use eCentennial to enhance the teaching/learning experience. Is this online system effective? Are all the applications used by everyone? What do students think about them? What does faculty think about ecentennial? Consider the above-mentioned questions. In your report determine if eCentennial is an effective tool and make recommendations if necessary.

**Computer Labs**

Centennial College has several computer labs available for student use. Examine when labs are available, who can use them, what programs are loaded on the computers, and if students are generally satisfied with the computer labs. Make recommendations for improvements if necessary.

**Textbook Websites**

Most textbook publishers offer companion websites to help students benefit from engaging learning tools. Select a publisher (such as Pearson, Prentice, Oxford, Nelson) who provides textbooks for at least two of your courses. Examine the companion sites for each textbook and determine how effective they are. How many students actually access these sites? Do students think the sites are helpful? Make recommendations for improvements if necessary.

**Digital Textbooks**

For many college students the prospect of buying digital textbooks is an appealing one. Cost savings, environmental concerns, and students’ comfort with digital material are some reasons for their appeal. In your program, are digital texts available? Do many students purchase them? Why or why not? Make recommendations for improvements if necessary.

**Parking**

Many students, faculty, and college staff use parking services provided at Centennial College. Who is in charge of parking? What are the rates? Is availability sufficient? Are users satisfied with the services and fees? Make recommendations for improvements if necessary.

***OTHER***

Develop your own topic directly related to your program. Prepare a brief proposal and discuss with your professor.