



Start Date: January 3, 2001

End Date: March 9, 2001

Course Credits: 2

Term/Level: 2
Winter 2001

Total Hours: 30

Total Weeks: 10

Hours/Week: 3

Lecture: 1

Lab: 2

Shop:

Seminar:

Other:

Prerequisites

Course No.	Course Name
ORGB 1100	Organizational Behavior

BUSA 2100 is a Prerequisite for:

Course No.	Course Name
	Continuation into Term 3

Course Calendar Description

This course introduces students to the basic concepts of the management process: planning, organizing, leading and controlling. Integrated with the concurrent first term courses and using the case study method, it creates opportunities for the students to develop analytical, problem-solving, teamwork, and communication skills, by analyzing and presenting solutions to typical business problems. Topics covered include: managerial functions, organizational effectiveness, decision-making and an introduction to production, control and strategic planning.

Course Goals

Upon successful completion of this course, students will have:

- an understanding of the key functions of management (planning, organizing, leading and controlling)
- used a decision-making methodology to solve problems in typical business situations
- worked in teams to analyze and present business solutions in a group setting
- developed skills in written and verbal presentations
- developed skills in working effectively as a member/leader in a team.

Evaluation

Examination 1	33 1/3%
Case Study/Project	33 1.3%
Examination 2	33 1.3%
TOTAL	100 %

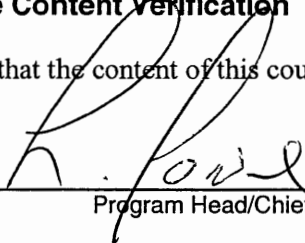
Course Learning Outcomes/Competencies

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

1. describe the changing role and functions of management in business.
2. critically evaluate the role of managers in today's business.
3. assess the impacts of alternative management approaches on an organization.
4. analyze and evaluate business situations involving management issues and develop appropriate responses.
5. apply a decision-making methodology to improve the quality of management decisions.
6. work effectively as a team member.
7. make effective verbal and written presentations.

Course Content Verification

I verify that the content of this course outline is current, accurate, and complies with BCIT Policy.



Program Head/Chief Instructor

12/14/00

Date

Note: Should changes be required to the content of this course outline, students will be given reasonable notice.



Instructor(s)

L. Jones

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Office Hrs.: As Posted

Office Phone: 451-6747
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Learning Resources

Required:

Text: Students will use the same supplemental text package as used in Term 1: **Organizational Behavior**, (1999), Canadian Edition, by Stephen Robbins and Nancy Langton.

Recommended:

BCIT Policy Information for Students

As student participation is to be emphasized as a means of skill building, *attendance is essential*. Students unable to make a commitment for this course should seriously reconsider enrolling in this particular course.

Students who miss more than 10% of class time will not be permitted to complete the final examination unless formal arrangements have been made.

I.D. Required in Exam Halls

Students are required to produce photo-identification for admittance to examination halls. Photo I.D. must be placed on the desk while writing the exam, for inspection by invigilators. Students should bring a BCIT OneCard or alternatively two pieces of identification, one of which must be government photo I.D. such as a drivers license. Please see BCIT Policy #5300, Form Invigilation Procedures.

Assignment Details

To be distributed.



BRITISH COLUMBIA INSTITUTE OF TECHNOLOGY
 School of Business
 Program: Business Administration
 Option:

BUSA 2100
Principles of Management

Week of/ Number	Outcome/Material Covered	Chapter
1	Managers and Management What is Management? How is Management different from Organizational Behavior? What do managers do anyway?	Management 1
2	Organizational Change Do Organizations really need to change? Why refreeze the unfreezed? STRESS – good, bad or ugly?	OB 17
3	Organizational Culture Is the manager really omnipotent? What is culture anyway? The Organization and its environment – which comes first? Opportunities or problems? And the best Organizational Culture is ...?	Management 3
4	Social Responsibility and Ethics Two Views – What’s the difference between responsibility and authority? What’s the cost of Social Responsibility? Ethics – is right sometimes wrong? Is wrong sometimes right? Does the end justify the means?	Management 5
5	Examination	
6	Foundations of Planning Can you know where you’re going if you don’t know where you are? Operational and Strategic – when, where? Impact of the Diverse Workforce	Management 7
7	Strategic Management The Process Visions Mission Statements SWOTs Forces in Industry Analysis The Competitive Advantage Is TQM in?	Management 8

Week of/ Number	Outcome/Material Covered	Chapter
8	Foundations of Control What's the difference between counting and measuring? Why control? MBWA – what is it anyway? Qualities of an effective control system Ethical issues in control Privacy Computer Monitoring – who's watching you now?	Management 17
9	Foundations of Organizational Structure Span of Control Centralization vs. Decentralization	OB 14