



BRITISH COLUMBIA INSTITUTE OF TECHNOLOGY

School of Business

Program: Business Administration and Human Resource Management

Course Outline

BUSA 2100
Principles of Management

Start Date: January 7, 2002

End Date: March 8, 2002

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	25%
Case Study	25%
Project	25%
Examination 2	25%
TOTAL	<u>100%</u>

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.
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Course Content Verification

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



Program Head/Chief Instructor



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.



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School of Business
Program: Business Administration
Option:

BUSA 2100
Principles of Management

Week of/	Lecture	Lab	Readings
Jan. 7	Introduction, Assignments, Managers and Management	Problem-solving	Chapter 1
Jan. 14	Organizational Culture	Negotiations	Chapter 3
Jan. 21	Managing in a Global Environment	Case 1	Chapter 4
Jan. 28	Social Responsibility and Ethics	Cases 2, 3	Chapter 5
Feb. 4	Examination 1	Observations	
Feb. 11	Planning	Cases 4, 5	Chapter 7
Feb. 18	Strategic Management	Observations, Reports	Chapter 8
Feb. 25	Control	Observations, Reports	Chapter 17
Mar. 4	Examination 2		