

BRITISH COLUMBIA INSTITUTE OF TECHNOLOGY

COURSE OUTLINE

COURSE NAME ManagementCOURSE NUMBER BUSA 1100 DATE August, 1994Prepared by Ben van der Woerd Taught to First YearSchool Business School BusinessProgram _____ Program Operations ManagementDate Prepared August, 1994 Option Senior TradesTerm First Hrs/Wk _____ 3 Credits _____No. of Weeks 13 Total Hours 39Instructor(s) Ben van der Woerd Office SE6-313 Local 6788Office Hours By appointment.**PREREQUISITES**

None

COURSE OBJECTIVES

(Upon successful completion of this course, the student will be able to:)

To introduce the student to the management functions required in any well run organization. To expose the student to some of the problems/issues/opportunities faced by management and the modern commercial organization. To allow the student the opportunity to analyze, suggest desired outcomes and recommend action on actual business issues.

EVALUATION

Final Examination	<u>30</u> %
Mid-Term Examination	<u>30</u> %
Assignments/Projects	<u>40</u> %

REQUIRED TEXT(S) AND EQUIPMENT

There is no textbook for this course. From time to time the instructor will assign readings.

COURSE OUTLINE
(continued)

Week Lecture or Lab Number	Topic
1 Sept. 7	No classes. Orientation.
2 Sept. 12	Introduction to course and discussion of student work experience.
3 Sept. 19	No classes. Shinerama.
4 Sept. 26	Managers, Management and Productivity.
5 Oct. 3	Fundamentals of Planning.
6 Oct. 10	Organizing.
7 Oct. 17	Organizing. Job Design and Staffing the Human Resources.
8 Oct. 24	Leading through Communication.
9 Nov. 7	Motivation and Group Dynamics.
10 Nov. 14	Fundamentals of Controlling.
11 Nov. 21	Managing Conflict, Change and Development.
12 Nov. 28	Managing Labor-Management Relations.
13 Dec. 5	Managing with Ethics and Social Responsibility.
14 Dec. 12	Final Exam.