

BUSA 2005 - Management (T)

Investigates the primary functions of management and managerial roles in teams, projects, departments and the organization as a whole. Strategic planning, operational planning, leading, organizing and controlling for performance will be addressed. Through actual business scenarios, cases and exercises, participants gain experience and apply the skills and knowledge in work situations. (4 Credits)

Instructor

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Course Outline

Class Date	Topic(s)	Required Reading
September 16	Introduction to management The history of management	Chapter 1 Chapter 2
September 23	Human resource management Motivating employees	Chapter 11 Chapter 15
September 30	Foundations of behaviour	Chapter 13
October 7	Leadership	Chapter 16
October 14	Understanding groups and teams	Chapter 14
October 21	Organizational culture Managing change and innovation	Chapter 3 Chapter 12
October 28	Organizational structure and design	Chapter 10
November 4	Midterm Examination	
November 11	No classes (Remembrance Day)	
November 18	Foundation of planning Planning tools and techniques	Chapter 7 Chapter 9
November 25	Decision making Operations management Strategic management	Chapter 6 Chapter 18 Chapter 8
December 2	Foundations of control Control tools and techniques	Chapter 17 Chapter 19
December 9	Global environment Social responsibility and managerial ethics	Chapter 4 Chapter 5
December 16	Final Exam	

Text

Management, 6th Edition by Robbins, Coulter and Stuart-Kotzke.

Learning Outcomes/Competencies

Upon successful completion of this course the learner will:

- Gain an understanding of the role of the manager and the external world that impacts their role
- Describe the concepts and apply the commonly used problem-analysis
- Understand his/her personal style and how it impacts others in the workplace
- Describe the impact of various leadership styles on subordinates, customers and others
- Understand the use of teams and what they can add to the work processes
- Understand the importance of planning and the process of planning
- Gain an understanding of why organizations are designed the way they are
- Have an awareness of how to improve performance through appropriate organizational design
- Gain an understanding of how change can be brought about constructively
- Describe the concept of effective control

Marking

Participation	10%
Presentations	15%
Assignments	25%
Mid term examination	25%
Final examination	25%