



BRITISH COLUMBIA INSTITUTE OF TECHNOLOGY

Course Outline **Part A**

School of: School of Business

Program: Business Administration

Option:

**BUSA 2005  
Management**

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<b>Hours/Week</b>	3.5	<b>Total Hours</b>	42	<b>Term/Level:</b>	
<b>Lecture:</b>		<b>Total</b>	13	<b>Credits:</b>	3
		<b>Weeks:</b>			
<b>Lab:</b>					
<b>Other:</b>					

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<b>Prerequisites</b>		<b>is a Prerequisite for:</b>	
<b>None</b>		<b>None</b>	
<b>Course No.</b>	<b>Course Name</b>	<b>Course No.</b>	<b>Course Name</b>

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### Course Goals

To introduce the student to the principles of management in today's environment.

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### Course Description

This course will introduce you to the principles of management for a competitive advantage in today's environment. You will explore managerial functions such as planning, organizing, leading and controlling. The skills required to operate effectively as an individual, in teams, on projects in all levels of an organization will be examined. You will gain an understanding of the role of management as decision-makers responsible for developing and attaining the strategic goals and objectives of the organization in competitive and global environments. You will integrate the learnings from the course through case analyses and in-class discussion groups.

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### Evaluation

Mid-term	30%
Final	30%
Cases/exercises Participation & Analysis	10%
Assignment #1 and #2 (Review Questions)	10%
Two (2) case studies (10% each)	20%
<b>TOTAL</b>	<b>100%</b>

### Course Outcomes and Sub-Outcomes

Upon successful completion of this course the student will:

- Gain an understanding of the role of the manager and the external world that impacts on the role
- Describe the concepts and to apply the commonly used problem-analysis techniques
- Understand the importance of planning and the process of planning
- Gain an awareness of why organizations are designed as they are
- Understand the use of teams and what they can add to a work process
- 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 concepts of effective control

### Course Record

Developed by:	<u>S. Scott-Hallam</u> Instructor Name and Department (signature)	Date:	<u>August 1997</u>
Revised by:	<u>E. Stewart</u> Instructor Name & Department (signature)	Date:	<u>1998 September</u>
Recommended by:	<u>[Signature]</u> Program Head Name & Department (Signature)	Date:	<u>Sept 14/98</u>
Approved by:	<u>[Signature]</u> Assoc. Dean/Dean & Department (signature)	Start Date:	<u>                    </u>



BRITISH COLUMBIA INSTITUTE OF TECHNOLOGY

Course Outline *Part B*

School of: School of Business

Program: Business Administration

Option:

**BUSA 2005  
Management**

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### Effective Date

**September 1998**

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### Instructor(s)

Eileen Stewart, B.A., M.B.A.

Office No.:

SE 6, Room 325 Phone: 432-8492

E-mail

estewart@bcit.bc.ca

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### Text(s) and Equipment

Required:

Robbins, Stephen P., et al. *Management* (5<sup>th</sup> Canadian Edition), Prentice Hall

Recommended:

Any business journal or business section in the daily newspaper.

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### Course Notes (Policies and Procedures)

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### Assignment Details

1. All assignments are to be typewritten.
2. Assignment #1 and 2: no more than 1-2 pages, either handwritten or computer printed.
3. Assignments #3 and #4 are to follow Case Study format.
4. **Marks for late assignments will be reduced by 50% unless prior arrangements have been made.**



BRITISH COLUMBIA INSTITUTE OF TECHNOLOGY

Schedule

School of: School of Business

Program: Business Administration

Option:

**BUSA 2005  
Management**

Week of/ Number	Outcome/Material Covered	Reference/ Reading	Assignment	Due Date
#1 Sept 14	Managers and Management Evolution of Management Review of Case Analysis Method	Chapter 1 Chapter 2 (skim) Handout	Ch. 1, Review Question #6	Oct 5
#2 Sept 21	Leadership	Chapter 16	Ch. 16, Review Question #1	Oct 5
#3 Sept 28	Organizational Culture and Environment Managing in a Global Environment	Chapter 3 Chapter 4 (skim)	Ch. 3, Review Question #4	Oct 5
#4 Oct 5	Social Responsibility and Managerial Ethics Decision Making	Chapter 5 (skim)  Chapter 6	<b>OCTOBER 5 REVIEW QUESTIONS DUE (Assignment #1)</b>  Ch. 6, Review Question #2	      Oct 26
#5 Oct 12	<b>NO CLASS: THANKSGIVING</b>			
#6 Oct 19	Foundations of Planning Strategic Management	Chapters 7 Chapter 8	Ch. 7, Review Question #5  Ch. 8, Review Question #3	Oct 26
#7 Oct 26	<b>MID-TERM (Chapters 1-8)</b>		<b>REVIEW QUESTIONS DUE (Assignment #2)</b>	
#8 Nov 2	Planning Tools & Techniques	Chapter 9		
#9 Nov 9	Organization Structure & Design Human Resource Management	Chapter 10 (skim) Chapter 11	"Hot of the Press" Case Study, pg. 434	Nov 16
#10 Nov 16	Organizational Change and Development; Innovation	Chapter 12	<b>CASE STUDY DUE</b>	

#11 Nov 23	Foundations of Control; Operations Management; Control Tools & Techniques	Chapters 18, 19 & 20 (skim all chapters)	"Edmonton News" Case Study, pg. 495	Nov 30
#12 Nov 30	Foundations of Behaviour Understanding Groups & Teams	Chapter 13 (skim) Chapter 14	<b>CASE STUDY DUE</b>	
#13 Dec 7	<b>FINAL EXAM (Chapters 10-20 except 15 and 17)</b>			