This course will focus on the fundamental management processes of organizations. We will analyze the internal structure of organizations, the roles of management and the various functions in business enterprises and other goal-directed institutions. The course will also study the science and art of organizational structure and management behavior.

All students will be required to complete the readings, participate in classroom discussions, and complete the Management research project. Please bring your book and notes on your reading to each class.

**TEXTBOOK**

*MANAGEMENT* (Sixth Edition) Batemen, Thomas and Scott Snell

**Academic Honesty** – The Academic Honesty Policy for this course is the same policy listed in the catalog and the student handbook.

**COURSE OUTCOMES**

Student will be able to:
- List the skills needed to be an effective manager.
- Explain how the functions of management are evolving in today’s business environment.
- Outline a rational decision making model.
- List the pros and cons of group decision making.
- State the components of effective business strategy.
- Discuss issues in Ethical conduct of business.
- Explain strategies used to participate in the global marketplace.
- Explain cultural influences for management.
- List various management and organizational structures.
- Discuss the challenge of creating a diverse workforce.
- Differentiate between management and leadership.
- Discuss the key beliefs that affect people’s motivation.
- Discuss how to manage conflict.
- Know how to assess technology need.
- List methods for improving communication.
- Analyze the change process.

COURSE PROJECT

MANAGEMENT ISSUES

Each student is required to complete an analysis of a Management issue. The area of study will be selected by the student and approved by the professor. The topic should address a relevant business issue, you will define the topic, indicate why it is a significant issue, describe the current state and offer suggestions on what should be done to improve this issue. The paper should include references to at least five articles from journals and business periodicals as well as references to primary sources. All references should be properly cited. The paper should be 8 – 10 numbered pages. In addition to the paper, all projects will include an executive summary. This research will be presented to the class and critiques will be provided to the presenter. The research will be the basis of your 5-8 minute presentation to the class. This presentation will be supported by PowerPoint and handouts.

ATTENDANCE AND PARTICIPATION

All students are expected to attend class and participate in class discussions. Your attendance impacts your grade. Failure to attend class on more than two occasions for any purpose automatically disqualifies the student from receiving the highest participation grade. Additional absences will result in further lowering your grade and possible failure of the course. Homework will be required.

METHOD OF EVALUATION

The grading system outlined in the catalog will be used in this course. The student's grade for the course will be based on the results of the results of three exams, the course project and class participation. EACH OF THESE ACTIVITIES WILL CONTRIBUTE 20% OF THE FINAL GRADE. Make-up exams will be given only if there are serious circumstances.
TENTATIVE SCHEDULE OF ASSIGNMENTS

Jan 16  Orientation/Overview  Chapter 1
18  The foundation of management  Chapter 1
23  External Environments  Chapter 2
25  Managerial decision making  Chapter 3
30  Managerial decision making  Chapter 3

Feb 1  Planning  Chapter 4
6  Ethics  Chapter 5
8  International Management  Chapter 6
13  New Ventures  Chapter 7
20  EXAM #1
22  Organization structure  Chapter 8
27  Responsive organization  Chapter 9

Mar 1  H. R. Management  Chapter 10
13  Continue with HRM  Chapter 10
15  Managing diversity  Chapter 11
20  Leadership  Chapter 12
22  Motivation  Chapter 13
27  Teams  Chapter 14
29  EXAM #2

Apr 3  Communication/Presentation  Chapter 15
5  Communication styles  Chapter 15
10  Communicating in organization  Chapter 15
12  Controls
19  Innovation/Change  Chapter 16
24  MIS  Chapter 16
26  Last Class  Chapter 18

MAY 1-6  FINAL EXAMS