

Course Information

Date: MAY 1997

A: DIVISION: INSTRUCTIONAL

New Course:

B: DEPARTMENT: CIVIL AND BUSINESS ADMINISTRATION

Revision of Course: MAY 1994

Program: BUSINESS ADMINISTRATION

Information form

C: ESSENTIALS

E:

3

C:

BUSN-210

D:

MANAGEMENT

Descriptive Title

Semester Credit

Subject & Course No.

Description

Objectives

Structure, planning, strategy and operations. Particular attention will be given to organizational controlling and leading.

~~BOOKS AND MATERIALS TO BE PURCHASED BY STUDENTS~~

~~TEXT~~

7. Decision-Making: the decision-making process, group decision-making.

8. Planning: purposes and types of plans, strategic planning, business-level strategic frameworks, competitive strategies (Porter)

9. Organizing: defining organizational structure and design, building the vertical dimension, building the horizontal structure of organizations, the contingency approach to organizational design

9. Organizing: of organizations

approach to organizational de

10. The Human Resource Management Process: recruitment, selection, training, performance appraisal, compensation, employee development

inertia and resistance to change.

11. Managing Change: forces of change, organizational inertia

techniques for managing change, contemporary issues in managing change, stimulating innovation.

attitudes, personality,

12. Organizational Behaviour: explaining and predicting behavior, perception.

13. Groups and Teams: understanding group behavior, developing and managing effective teams.

developing and managing

of motivation, contemporary approaches to motivation

14. Motivation: early theories

R: COURSE EVALUATION

Term Examinations

20%-30%

Final Examination

30%

Research Paper(s)

10%-20%

10%-20%

Written Case Study(s)

10%

10%-20%

Research Paper(s)

5%-10%

Participation

Participation

5%-10%

Public Presentations