



EFFECTIVE: SEPTEMBER 2004

Revision, Section 6)

C

Revised:

Date of Previous Revision:

2002-09 H

Date of Current Revision:

2004-09

C:

BUSN 1210

D:

Management Essentials

E:

<p>attention</p>	
<p>will be given to managerial decision-making in a complex society.</p>	
<p>G: Allocation of Contact Hours to Type of Instruction / Learning Settings</p> <p>Primary Methods of Instructional Delivery and/or Learning Settings:</p> <p>Lectures and Seminars</p> <p>Number of Contact Hours: (per week / semester for each descriptor)</p> <p>Lecture: 3 Hours Seminar: 1 Hour Total: 4 Hours</p> <p>Number of Weeks per Semester:</p> <p>15 Weeks X 4 Hours per Week = 60 Hours</p>	<p>H: Course Prerequisites:</p> <p>BC Principles of Math 11 and English 12 with a grade of "C" or better.</p>
	<p>I: Course Corequisites:</p> <p>Nil</p>
	<p>J: Course for which this Course is a Prerequisite</p> <p>Nil</p>
	<p>K: Maximum Class Size:</p> <p>35</p>

L:

M: Course Objectives / Learning Outcomes

At the end of the course, the successful student should be able to:

1. describe the Canadian Business environment within which management takes place;
2. define and describe the management function processes of planning, organizing, and controlling organizational work activities and how this is accomplished through effective leadership;
3. analyze roles, skill sets and key performance concepts that are essential to managerial success utilizing a range of learning techniques;
4. describe the development of management approaches that have contributed to organizational productivity;
5. analyze and solve management problems;
6. describe the important

<p>16. Communication and Interpersonal Skills: understanding communication, developing interpersonal skills (active listening, feedback, delegation, conflict management, negotiation).</p> <p>17. Controlling: the control process, types of control, qualities of an effective control system, information controls.</p> <p>18. Operations Management: transformation process, managing productivity, manufacturing and services, re-engineering, planning and controlling operations, current issues, operational planning tools.</p> <p>Note: The concepts of TQM and the Contingency Approach should be integrated throughout the content.</p>														
<p>O: Methods of Instruction</p> <p>Lectures, seminars and case discussions.</p>														
<p>P: Textbooks and Materials to be Purchased by Students</p> <p>Robbins, Stephen P., Mary Coulter and Robin Stuart-Kotze. <u>Management</u>, Latest Ed. Prentice Hall Canada Inc.</p> <p><u>Business Supplement</u> from Prentice Hall</p>														
<p>Q: Means of Assessment</p> <table style="margin-left: 40px;"> <tr> <td>Term Examinations</td> <td style="text-align: right;">20%-30%</td> </tr> <tr> <td>Final Examination</td> <td style="text-align: right;">30%</td> </tr> <tr> <td>Written Case Study(s)</td> <td style="text-align: right;">10%-20%</td> </tr> <tr> <td>Research Paper(s)</td> <td style="text-align: right;">10%-20%</td> </tr> <tr> <td>Participation</td> <td style="text-align: right;">05%-10%</td> </tr> <tr> <td>Public Presentation</td> <td style="text-align: right;"><u>05%-10%</u></td> </tr> <tr> <td></td> <td style="text-align: right;"><u>100%</u></td> </tr> </table>	Term Examinations	20%-30%	Final Examination	30%	Written Case Study(s)	10%-20%	Research Paper(s)	10%-20%	Participation	05%-10%	Public Presentation	<u>05%-10%</u>		<u>100%</u>
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	<u>100%</u>													
<p>R: Prior Learning Assessment and Recognition: specify whether course is open for PLAR</p> <p>None.</p>														

Course Designer(s): **Laurel Donaldson**

Education Council / Curriculum Committee Representative

Dean / Director: **Rosilyn G. Coulson**

Registrar: **Trish Angus**