**Course descriptor**

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| Title of the course | Management | | |
| Title of the Academic Programme | Management | | |
| Type of the course | core | | |
| Prerequisites | To be able to enroll into the course, the student has to complete all course work required by the program (i.e., College Health and Safety). | | |
| ECTS workload | 4 | | |
| Total indicative study hours | Directed Study | Self-directed study | Total |
| 52 | 100 | 152 |
| Course Overview | This course is designed to provide students a broad overview of the subject of management. The goal of this course is to expose the students to the theories and principles that are important for successfully managing organizations and people. Topics include management theory; the changing business environment; elements of strategic planning; methods of human resource management, including recruitment, selection, training and development; techniques for leading individuals and teams; decision-making; conflict management; communication, and procedures for controlling resources to improve productivity and results. Students will also examine the behavioral, political, and organizational dynamics of managerial practice and the challenging roles of managers at different levels (i.e., first-time managers, line managers, mid-level managers, top managers/executives) in enhancing employee, group, and organizational performance. The course combines lectures and interactive seminars to promote student critical thinking and problem-solving skills. The course assignments are based on current literature in management and on-line resources and include individual and group work. | | |
| Intended Learning Outcomes (ILO) | Upon the course completion, the student is expected to  Know   * main periods in the development of management as an academic discipline and as a field of practice; * roles and functions of the manager in today’s organizations; * main business processes in organizations; * ethical challenges in contemporary business environments; * the influence of diverse contexts on organizational practices; * approaches to strategic planning and goal—setting; * types of organizations structure;   Be able to   * set goals and objectives; develop and manage processes for getting work done effectively; * analyze internal and external organizational environment; identify its key elements and influence on the functioning of the organization; * identify practices for effective team-building and team management; * create a work environment that motivates and engages employees to work productively; | | |
| Indicative Course Content | 1. Introduction: Nature and functions of management 2. Development of management thought 3. Organizational environment 4. Strategic management 5. Organization, structure, and culture 6. Understanding and managing individuals and teams 7. Leadership 8. Communication, motivation, and conflict management 9. Managing in the global environment: Ethics, social responsibility, innovation, and diversity | | |
| Teaching and Learning Methods | The course combines lectures and interactive seminars to promote student critical thinking and problem-solving skills. The course assignments are based on the current literature in management and include individual and group work, traditional and experiential learning activities, group presentations, and written assignments. | | |
| Indicative Assessment Methods and Strategy | The cumulative grade consists of grades for all homework assignments and the quizzes and is calculated as follows: О*cumulative*= 0,1·О*class participation*+ 0,1·О*A1*, +0,1·О*A2+*0,1·О*A3*+ 0,3· О*quiz1 +* 0,3· О*quiz2*  The final grade consists of the cumulative grade and the final exam grade and is calculated as follows: *Оfinal = 0,7*·*Оcumulative + 0,3·Оexam*  Students whose cumulative grade is 8 or higher have an option of converting their cumulative grade into their final grade without taking the final exam. | | |
| Readings / Indicative Learning Resources | Mandatory  Daft, R. L. (2015). *Management.* Boston, MA:Cengage Learning.  Optional  Drucker, P. F. (2008). Management (Rev. Ed.). Harper-Collins. ISBN 978-0061252662  Hamel, G. (2008). The future of management. Harvard, Ma: Harvard Business School.  Wagner, R., & Harter, J. K. (2006). 12: The elements of great managing. Washington, DC: The Gallup Organization.  Cappellen, T., & Janssens, M. (2010). The career reality of global managers: An examination of career triggers. The International Journal of Human Resource Management, 21(11), 1884-1910. doi: 10.1080/09585192.2010.505090 | | |
| Course Instructor | Maria S. Plakhotnik | | |