

COURSE OUTLINE

BMGT-145

Principles of Management

3 Credits

HOWARD COMMUNITY COLLEGE

Description

This class focuses on the knowledge needed by today's business managers as they make decisions in the current, frequently changing, global workplace. Students will obtain skills in such areas as: leadership, domestic and global business culture, strategy and decision-making, the four basic management functions, and information and operations systems management. The course will provide several opportunities to apply knowledge in individual and small group assignments and activities. This course will introduce the concepts of project management and the importance of strategic vision. Prerequisite: BMGT 100 (3 hours weekly)

Overall Course Objectives

Upon completion of this course, the student will be able to:

1. Define the term management and the basic functions and historical perspectives of management.
2. Delineate the impact of an organization's culture on management decision-making and explain the challenges managers face when implementing change.
3. Discuss the benefits and pitfalls of organizational planning and compare decision-making models.
4. Function in a team project, employing effective teamwork practices, written and oral presentations, and the four functions of management.
5. Describe methods that attract, develop, and retain diverse human resources; explain the nature of motivation.
6. Analyze the basic skills and knowledge of global business cultures, practices, and locations so that effective management decisions can be made in the current international business climate.
7. Compare the basic characteristics of various leadership theories and identify the components that impact their effectiveness.
8. Identify some current issues in social responsibility globally and describe the impact of ethics.
9. Analyze the role of global information technology in business today.
10. Analyze positive and negative aspects of organizational conflict, especially in groups and/or teams.
11. Describe the steps in the control process and contrast at least four types of control; discuss total quality management's impact upon operations.
12. Implement various forms of technology appropriate to business settings, including document collaboration, project organization tools, and learning management software.
13. Delineate the value of project management skills, time management, and strategic vision in achieving maximum strategic effectiveness.

Major Topics

- I. Management basics, ethics, and organizational change
- II. Strategic management, planning, and decision-making
- III. Organizational design, human resource management, globalization, and diversity
- IV. Leadership, communications, and organizational conflict
- V. Control processes, total quality management, and knowledge management

Course Requirements

Grading procedures will be determined by the individual faculty member but may include the following: several exams, in-case analysis, and specific writing assignments

Other Course Information

This course is required for Business Management career majors, and is a business elective for others.