

SEMESTER:
MGT 3010A: OVERVIEW OF MANAGEMENT PRACTICES
COURSE SYLLABUS
LECTURER:
CREDIT: 3 UNITS

COURSE DESCRIPTION

Examination of management processes, structures and behaviour, focusing on the changing nature of management in response to turbulent internal and external environments; various theories are integrated into applied dimensions of successful business practices; emphasis on global management perspectives.

Prerequisite: Bus 1010

Week 1: Introductory Preview

Objective

To introduce the learner to basic issues in management

Learning Perspectives:

- Nature and importance of management
- Levels of management
- Managerial roles and skills

Week 2: State of Management Today

Objective

To delineate the factors determining the state of management today

Learning Perspectives:

- Transformation in management as a discipline
- Factors determining transformation in management

Week 3: Classical Management

Objective

To create an understanding of management through its classical foundations

Learning Perspectives:

- Pre-classical management
- Classical management

Week 4: Behavioral Management

Objective

To underscore the transformation of management as a behavioural discipline

Learning Perspectives:

- The rise of behavioural management
- Perspectives of behavioural management

Week 5: Contemporary Approaches to Management

Objective

To delineate the modern thinking in management

Learning Perspectives:

- Systems management
- Contingency management
- Other more topical approaches to management
- Social dimension of management

Week 6: Structural Design

Objective

To underscore the essence of organizational structure in management.

Learning Perspectives:

- Determinants of organizational structure
- Relationship of organizational structure to management

Week 7 : Planning

Objective

To underscore the role of planning as a management function.

Learning Perspectives

- The essence of planning in management
- Fundamentals of the planning function

MID-SEMESTER EXAMINATION

Week 8 : Organizing

Objective

To underscore the role of organizing as a management function.

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Learning Perspectives

- The essence of organizing in management
- Fundamentals of the organizing function

Week 9 : Staffing

Objective

To underscore the role of staffing as a management function.

Learning Perspectives

- The essence of staffing in management
- Fundamentals of the staffing function

Week 10 : Leading

Objective

To underscore the role of leading as a management function.

Learning Perspectives

- The essence of staffing in management
- Fundamentals of the staffing function

Week 11 : Controlling

Objective

To underscore the role of controlling as a management function.

Learning Perspectives

- The essence of controlling in management
- Fundamentals of the controlling function

Week 12 : Environment of Management

Objective

To delineate the nature of the management environment

Learning Perspectives

- Essence of management's environment
- Nature of management's environment
- Its impact on management

Week 13 : Global Perspective of Management

Objective

To describe the global context of management

Learning Perspectives

- Process of globalization
- Management in a global context
- Comparative management

Week 14 : FINAL EXAMINATION

TEACHING METHODOLOGY

Class lectures & Discussions

Assigned Readings and Case Analysis

Tests & Examinations

COURSE TEXTS

Aldag, Stearns: Management 2nd Edition (Cincinnati: Ohio South Western Publishing Company 1991)

READINGS

1. Koontz, Harold: Management 9th Edition (New York; McGraw-Hill 1988)
2. Donnelly, James H. Jr. et al Fundamentals of Management 6th edition. BPI Irwing, Homewood, Illinois
3. Wren, Daniels A, The Evolution of Management Thought, New York, The Ronald Press, 1972
4. Claude, George, The History of Management Thought, Eaglewood Cliffs, N.J. Prentice-Hall Inc. 1968
5. Dressler, Garry, Management Fundamentals: Modern Principles and Practices, Boston, Reston Publishing House, 1985
6. McGuire, Joseph Contemporary Management
7. Farmer R and Richman Barry, Comparative Management and Economic Progress
8. Massie, Joseph L. Essentials of Management 3rd Edition, Prentice-Hall of India New Delhi 1982
9. Drucker, Peter, Management
10. Luthans, Fred, Organizational Behaviour
11. Prasad, L.M. Organizational Theory Behaviour

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COURSE EVALUATION

Attendance and participation	10%
Assignments	15%
Term Paper/Group Work	15%
Mid-Semester Exam	30%
Final Exam	30%
TOTAL	100%

GRADING SYSTEM

90 – 100	A
87 – 89	A-
84 – 86	B+
80 – 83	B
77 – 79	B-
74 – 76	C+
70 – 73	C
67 – 69	C-
64 – 66	D+
61 – 63	D
0 – 59	F

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