MiSU-BOTTINEAU
Course Outline

Name of instructor: Carrie Welnel
Course Title and Number: BADM 202
Credits: 3

Prerequisite: None

Course Description: This course is designed to study the basic functions of management which include planning, organizing, directing and controlling. Management will also be concerned with leadership development and how it relates to a person's role as supervisor, manager, assistant manager, or department head.

Required Text: Fundamentals of Management, 8th Edition, Griffin

Course Objectives:
1.   With a management bias, to understand a manager's job, changing environments of organizations and managers.
2.   To comprehend the functions of planning, decision making, organizational structure and design, and organization change and innovation.
3.   To gain an appreciation of human resource management, individual behavior and motivation, communication within an organization and managing groups and teams.
4.   To understand leadership and influence processes, including controlling functions, total quality management, productivity, performance and knowledge management.

Course Content:
1   Managing and the Manager's Job
2   Traditional and Contemporary Issues and Challenges
3   The Environment and Culture of Organizations
4   The Ethical and Social Environment
5   The Global Environment
6   The Multicultural Environment
7   Basic Elements of Planning & Decision Making
8   Managing Strategy & Strategic Planning
9   Managing Decision Making & Problem Solving
10   Managing New Venture Formation & Entrepreneurship
11   Basic Elements of Organizing
12   Managing Organization Design
13   Managing Organization Change & Innovation
14   Managing Human Resources in Organizations
15   Basic Elements of Individual Behavior in Organizations
16   Managing Employee Motivation & Performance
17   Managing Leadership & Influence Processes
18   Managing Interpersonal Relations & Communication
19   Managing Work Groups & Teams

20	Basic Elements of Control
21	Managing Operations, Quality, & Productivity
22	Managing Information & Information Technology

Course Requirements and Evaluation: lecture/discussion, video case studies, related assignments, possible quizzes, and exams.