

Online Bachelor Completion Program Pre-Syllabus

Class ID and Title: MGT202 Fundamentals of Management

Quarter and Year: Winter 2010

Professor: Tucker

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Course Description and Prerequisites:

Understanding of and practice in solving problems facing managers and administrators using concepts and principles from behavioral sciences and other applicable disciplines.

Prerequisites: SOPH OR JR OR SR

Learning Objectives:

After successfully completing this course, you will be able to:

- Develop an understanding of the commonly accepted principles of management and apply these principles to real-world situations.
- Illustrate the managerial planning, organizing, leading, and controlling functions, using information gained from an interview of a manager.
- Demonstrate an understanding of the roles of groups in organizations, with special attention to effective teamwork involvement.
- Assess the need for adaptability to changes in organizational environments.
- Utilize managerial problem solving and the role of decision-making skills, critical thinking, and creativity in solving real-world problems.
- Formulate managerial strategies and make recommendations for implementation.
- Summarize challenges of managing successfully in an environment of workforce diversity, a global economy, and a concern for ethical behavior and corporate social responsibility while meeting the challenges of attracting, developing, and maintaining a high-quality workforce.
- Analyze individual strengths and areas for growth for enhanced personal and managerial effectiveness.

General Course Requirements:

Weekly chapter quizzes, written assignments, activities, and discussion board topics.

Required and Optional Materials:

Kinicki & Williams (2009). *Management: A Practical Introduction, (Fourth Edition)*, New York: McGraw-Hill.

Weisinger, Hendrie. (2000). *The Power of Positive Criticism*. New York: AMACOM American Management Association.

Exam Requirements:

Bb online exams. No proctored exams. No class meetings.

Bb online chapter quizzes are open book with notes allowed.