BUS 191B – Principles of Management

4 Credits, 15 weeks, 3 hours

Course Description:

To manage organizations successfully, front line supervisors must follow concepts and practices of effective supervision and human relations. This course deals with basic managerial functions of supervisors and the strategies they need to become "well rounded total persons". Major topics include decision-making, planning, organizing, directing, controlling, communicating, motivating and strategies for improving the work environment.

Prerequisites and/or co-requisites - None

Instructor
Gerri Rondot
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780-715-3918
Gerri.Rondot@keyano.ca

Office hours
Monday, 5:00 pm – 6:20 pm
Tuesday, 1:00 pm – 2:50 pm
Wednesday, 5:00 pm – 6:20 pm

Required Resources

Course Learning Objectives
Students will be able to:
1. Understand basic managerial theories, practices, activities and their application within the political, economic, social and technical environment
2. Demonstrate knowledge of the historical development and varying perspectives concerning management theories and their applications within organizations
3. Describe various management theories and provide examples of practical applications within a work setting
4. Identify internal and external stakeholders and influences within a management environment
5. Discuss various current management issues
6. Discuss best practices within the area of management
7. Critically analyze a case study within the area of management
Evaluation

Test # 1 .......................................................... 25%
Test # 2 .......................................................... 25%
Test # 3 .......................................................... 25%
In-Class Assignments ........................................ 25%

In-Class Assignments

Each week, we will be working on an application assignment, either the Case at each Chapters’ end or other current articles and items of interest that are germane to front-line managers today. These assignments will allow you to apply your course work to Management issues from a managers’ perspective such as Decision-making, Planning, and Controlling. You will be provided opportunities to practice communicating effectively, organizing employees and the work they do, and strategies for improving employee morale.

Performance Requirements

Class attendance is useful for two reasons. First, class attendance maximizes a students’ learning experience. Second, attending class is a good way to keep informed of matters relating the administration of the course (e.g., the timing of assignments and exams). Ultimately, you are responsible for your own learning and performance in this course.

It is the responsibility of each student to be prepared for all classes. Students who miss classes cannot therefore, submit the assignment that is worked on in-class. You are still responsible for the material covered in those classes and for ensuring that they are prepared for the next class.

*The minimum standard for passing this course is a grade of D (50 – 56.9%). The minimum grade for course progression/transfer is a grade of C- (60 – 63.9)*

Teaching and Learning Methodologies

Sharing of content information and business related experiences will enable learner to gain a firm grasp of Management theory and practices. Action learning via case studies will help to further enhance learning experience. Group assignments will be interactive and collaborative.
Authorization

This course outline has been reviewed and approved by the Program Chair.

Gerri Rondot, Instructor

Gina Langager, Chair 13 Mar 14 Date Authorized

Guy Harmer, Dean March 31/14 Date Authorized

Signed copies to be delivered to:
Gerri Rondot
Registrar’s Office
## Schedule of Activities:

<table>
<thead>
<tr>
<th>Week</th>
<th>Topic</th>
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<tbody>
<tr>
<td>1</td>
<td>Introduction to Course Content, expectations, and evaluation process. Cover Chapter 1, Case “Canada Goose”.</td>
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| 2    | Chapter 2, Case “The Pharmaceutical Industry”  
Chapter 3 |
| 3    | Chapter 3, Case “Walmart, Good Guy or Bad Guy”  
Chapter 4 |
| 4    | Chapter 4, Case “The Rise & Fall of the Can-West Empire”  
Chapter 5, Case “Google’s Quest for Competitive Advantage” |
| 5    | Test # 1 – Chapters 1 - 5 |
| 6    | Chapter 6, Case “Improving Productivity in the Auto Industry”  
Chapter 7 |
| 7    | Chapter 7, Case “Dow Chemicals: A Global Giant”  
Chapter 8 |
| 8    | Chapter 8, Case “The Shipping Industry Accounting Team” - Chapter 9 |
| 9    | Chapter 9, Case “Buddy’s Snack Company”  
Chapter 10, Case “A. G. Lafley” |
| 10   | Test # 2 – Chapters 6 - 10 |
| 11   | Chapter 11, Case “Transforming Reuters” |
| 12   | Chapter 12, Case “Lincoln Electric” |
| 13   | Chapter 13, Case “The Rise and Fall of Alan Eagleson” |
| 14   | Chapter 14, Case “Dome Petroleum Acquires Hudson’s Bay Oil and Gas” |
| 15   | Final Exam (Test # 3) – Chapters 11 - 14 |