

## **BUS 191, Management**

*3 credits, 3 hours lecture*

### **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.

### **Pre and Co-requisites**

*None*

### **Course Learning Outcomes (CLOs)**

*Upon successful completion of the course, the student shall be able to:*

CLO1 Understand basic managerial theories, practices, activities and their application within the political, economic, social and technical environment.

CLO2 Demonstrate knowledge of the historical development and varying perspectives concerning management theories and their applications within organizations.

CLO3 Describe various management theories and provide examples of practical applications within a work setting.

CLO4 Identify internal and external stakeholders and influences within a management environment.

CLO5 Discuss various current management issues.

CLO6 Discuss best practices within the area of management.

CLO7 Critically analyze a case study within the area of management.

### **Evaluation**

Assessment Type	Percentage
Projects/Assignments	40%
Exams	60%
<b>Total</b>	<b>100%</b>

## Course Completion Requirements

Minimum passing mark of 50% or D is required.

## Grading Scale

4.0 Grade Scale	Alpha Grade	Percentage Grade
4.0	A+	93-100
4.0	A	85-92.9
3.7	A-	80-84.9
3.3	B+	77-79.9
3.0	B	74-76.9
2.7	B-	70-73.9
2.3	C+	67-69.9
2.0	C	64-66.9
1.7	C-	60-63.9
1.3	D+	55-59.9
1.0	*D	50-54.9
0.0	F	0-49.9

## Land Acknowledgement

We respectfully acknowledge that Keyano College is on Treaty No. 8 Territory, the ancestral and traditional territory of the Cree, Dene, and Métis people.

Review Date: March 4, 2024

Every effort has been made to ensure that information in this course outline is accurate at the time of publication. Keyano College reserves the right to change courses if it becomes necessary so that course content remains relevant. In such cases, the instructor will give the students clear and timely notice of the changes.

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