

CUMBERLAND COUNTY COLLEGE

Course: BU 106 Introduction to Management

Credits: 3

Prerequisites: RD 100, EN 060

Description:

This course is an introduction to practical concepts used for organizational management. The course covers the basic managerial process of planning, organizing, leading and controlling; meeting the competition; working with people and projects and handling processes.

Learning Outcomes:

At the completion of this course, students should be able to:

- Explain the basic Managerial process
- Discuss how environmental factors, ethics and social responsibility, and the global environment affect management
- Discuss how to “make things happen” in an organization including planning, decision making, managing information and controlling
- Describe how to “meet the competition” through global management, organizational strategy, innovation and change, and designing adaptive organizations
- Organize people, projects, and processes
- Describe the leadership skills needed to be an effective manager, including motivating employees and managing communication.

Topical Outline

- Managing
- The External Environment and Organizational Culture
- Managerial Decision Making
- Planning and Strategic Management
- Ethics and Corporate Responsibility
- International Management
- Entrepreneurship
- Organization Structure
- Organizational Agility
- Human Resource Management
- Managing the Diverse Workforce
- Leadership
- Motivating for Performance
- Teamwork

- Communicating
- Managerial Control
- Managing Technology and Innovation
- Creating and Managing Change

Text: Bates & Thomas (2016). *Introduction to Management* {CCC Custom Edition} McGraw Hill.

Student Assessment: Business Management Project, Classroom participation, homework assignments, tests.

Academic Integrity: Plagiarism is cheating. Plagiarism is presenting in written work, in public speaking, and in oral reports the ideas or exact words of someone else without proper documentation. Whether the act of plagiarism is deliberate or accidental [ignorance of the proper rules for handling material is no excuse], plagiarism is, indeed, a “criminal” offense. As such, a plagiarized paper or report automatically receives a grade of **ZERO** and the student may receive a grade of **F** for the semester at the discretion of the instructor.

Note: If you are having difficulty with work in this class tutoring is available through the Center for Academic & Student Success. If you think that you might have a learning disability, contact Project Assist at 856.691.8600 x 1282 for information on assistance that can be provided to eligible students.

Before Withdrawing From This Course

If a student experiences adverse circumstances while enrolled in this course and considers withdrawing, s/he should see an advisor (division or advisement center) BEFORE withdrawing from the class. A withdrawal may cause harmful repercussions to completion rate standards and overall GPA which can limit or eliminate future financial aid in addition to causing academic suspension.