LABETTE COMMUNITY COLLEGE BRIEF SYLLABUS

SPECIAL NOTE:
This brief syllabus is not intended to be a legal contract. A full syllabus will be distributed to students at the first class session.

TEXT AND SUPPLEMENTARY MATERIALS USED IN THE COURSE (if any):
Please check with the LCC bookstore http://www.labette.edu/bookstore for the required texts for this class.

COURSE NUMBER: BUAD 215
COURSE TITLE: PRINCIPLES OF MANAGEMENT
SEMESTER CREDIT HOUR: 3
DEPARTMENT: Business Administration/Management
DIVISION: General Education
PREREQUISITES: None
REVISION DATE: April 2014 (syllabus creation)

COURSE DESCRIPTION:
Principles of Management introduces the student to the functions of management: planning, organizing, leading and controlling. This includes concepts such as organizational cultures, ethics, decision making, dynamics of teams and leadership.

COURSE OUTCOMES AND COMPETENCIES:
Students who successfully complete this course will be able to:

1. Acquire overview knowledge of management.
   - Explain the four functions of management and different kinds of managers.
   - Discuss the history of bureaucratic and administrative management.
   - Describe the process that companies use to understand changing environments.
   - Describe what influences ethical decision making.

2. Apply the management function of planning.
   - Evaluate the benefits and pitfalls of planning.
   - Differentiate and discuss corporate level, industry level and firm level planning strategies.
   - Discuss the impact of global business.
3. Apply the management function of organizing.
   - Evaluate the different methods of job design.
   - Evaluate the advantages and disadvantages of using teams.
   - Describe how to determine training needs and the appropriate training program.
   - Describe diversity and why it is important to managers.

4. Apply the management function of leading.
   - Apply motivation theories, including expectancy theory, reinforcement and goal setting to the workplace.
   - Describe leadership.
   - Describe the communication process and the types of communication in organizations.

5. Apply the management function of controlling.
   - Discuss the various methods that managers can use to maintain control.
   - Explain the strategic importance of information.
   - Explain the strategy of total quality management.