MGMT 330: Principles of Management

Instructor: David L. Melgaard
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BVED 330 is taught each academic semester face-to-face and online during the summer.

I. Catalog Description:

A study of management and organizational theory with special attention given to the functions of planning, organizing, leading, and controlling activities that create goods and services

II. Course Description:

Principles of Management is a core course requirement for the business administration and business education major. It is also required for other academic programs and may be used as a general university elective. Students are introduced to teamwork, collaboration, participation and learning as guiding principles that help business persons navigate in today’s global society. Students are also introduced to crisis management, ethical issues, e-business, rapidly changing technology concepts, outsourcing, global virtual teams, and knowledge management and leadership.

Students who complete this level three course will have met the Ability “Collaboration” and the Skills “Positive Interdependence and Leadership.

III. Standards:

This course helps fulfill the following North Dakota Business Teacher Education Standards:

Standard 03020.2; Standard 03020.3; Standard 03020.4.

IV. Student Objectives/Goals:

A. To identify and describe emerging ideas and examples of innovative organizations as managers and leaders.
B. To develop skills in business analysis and evaluation of financial principles of today's business - large and small.
C. To probe the world of business managers and management concepts including managing human resources, products, and services.
D. To identify management trends of the global environment, competition, ethics, and entrepreneurship.
E. To examine the business environments, corporate culture, social responsibility, entrepreneurship and small business management.
F. To identify organizing processes, strategies, leadership, motivation, communication, and team management.
G. To acquire and interpret information using the internet as a management tool.

V. Learning Activities:

Class material is covered in class lecture using Blackboard, Power Point presentations and white boards. Students discuss material and complete assigned material in learning groups, student panels, and through self examination. Students complete independent and group research from text material, resource material, and the www.

Final Project: Each student (group) will develop a business plan project following the guidelines from the handout given by the instructor. This will require a digital presentation. The due date will be determined.

VI. Assessment/Evaluation:

Evaluation is achieved through chapter quizzes, unit examinations, and individual contributions to class discussions.
Your grade will consist of the following:
¾ - Test Average
¼ - Daily Work

Students absent during a quiz will not be allowed to make up that quiz. All tests must be taken during the scheduled rest period.

Final Project: Will be assessed using a rubric instrument filled out by the students in the class and by the MGMT 330 instructor

VII. Topic Outline:

Chapter 1  Managing the New Workplace
Chapter 2  Historical Foundations of Management
Chapter 3  The Environment and Corporate Culture
Chapter 4  Managing in a Global Environment
TEST (Chapters 1-4)

Chapter 5  Managerial Ethics and Corporate Social Responsibility
Chapter 6  Small Business and Internet Start-Ups
Chapter 7  Organizational Planning and Goal Setting
Chapter 8  Strategy Formulation and Implementation
Chapter 9  Managerial Decision Making
TEST (Chapters 5-9)

Chapter 10  Fundamentals of Organizing
Chapter 11  Using Structural Design to Achieve Strategic Goals
Chapter 12  Change and Development
Chapter 13  Human Resource Management
Chapter 14  Managing Diverse Employees

TEST (Chapters 10-14)

Chapter 15  Foundations of Behavior in Organizations
Chapter 16  Leadership in Organizations
Chapter 17  Motivation in Organizations
Chapter 18  Communicating in Organizations

TEST (Chapters 15-18)

Chapter 19  Teamwork in Organizations
Chapter 20  The Importance of Control
Chapter 21  Information Technology and E-Business
Chapter 22  Operations and Service Management

TEST (Chapters 19-22)

VIII.   Textbooks and Selected Resources

A. Management, Richard L. Draft, 8th Edition
B. Business Week, Forbes, and The Wall Street Journal are suggested sources for outside reading.
C. The www is used extensively for research

IX. Academic Integrity:

Academic dishonesty is a violation of recognized values at Valley City State University. Copying from another student's test, stealing examinations, gaining unauthorized access to examinations, using notes during an exam, or the facilitation of another person's dishonest action will result in imposition of sanctions. All instances of academic dishonesty will be reported to the Chief Academic Officer. The instructor has the right to assign "zero" points to a particular rest or give a course grade of "F" when there is evidence of academic dishonesty.