

NOVA COLLEGE-WIDE COURSE CONTENT SUMMARY BUS 200 – PRINCIPLE OF MANAGEMENT (3 CR.)

Course Description

Teaches management and the management functions of planning, organizing, leading, and controlling. Focuses on application of management principles to realistic situations managers encounter as they attempt to achieve organizational objectives. Lecture 3 hours. Total 3 hours per week.

General Course Purpose

BUS 200 guides students to apply management concepts to their own experiences and real-world applications of managing others.

Course Prerequisites/Corequisites

None.

Course Objectives

Upon completing the course, the student will be able to:

- Professional Readiness
 - Students will develop corporate leadership and managerial skills necessary by presenting team-based projects and related active learning activities.
- Written Communication
 - Develop, convey, and exchange ideas in writing surrounding management decision-making through case study analysis and team projects.
- Critical Thinking
- Analyze and interpret management decisions based on case analysis and real world scenarios.

Major Topics to be Included

- The Role of Management
 - Discuss the role of management, the environment of domestic and global business, and how successful managers create value for stakeholders.
- The Four Functions of Management
 - Analyze the changing workplace and discuss implications for managers when planning, organizing, leading and controlling (POLC).
- Organizational Structure
 - Design an organizational structure based on the strategic goals of the business.
- Strategic Planning
 - Explain the strategic planning process and discuss a broad range of variables that influence the strategy.
- Organizational Culture
 - Discuss ways leaders and managers construct, shape, maintain, and change organizational culture.
- Leadership
 - Discuss the skills necessary to become an effective leader and practice leading collaboratively for improved team performance.
- Ethical Decision Making
 - Identify ethical dilemmas in management and demonstrate knowledge of guiding principles for ethical decision making.
- Motivational Theories
 - Describe how effective leaders and managers apply motivation theories to improve individual performance and organizational outcomes.

- Organizational Control
 - Explain managerial control and differentiate among different levels, types, and forms of control.
- Communicating
 - Demonstrate effective communication and listening.
- Teamwork
 - Demonstrate effective teamwork and collaboration.
- Stress & Conflict Management
 - Identify methods of managing stress and conflict at the individual and team level.