



Course Type: **Core**

Course Code: **MBA 601**

Course Name: **Management**

COURSE SYLLABUS

Students, please note that this is Core course. Recognized Prior Learning (RPL) for this course will be recognized. Students may do this course by (a) studying the course via Tubeclases OR (b) obtaining credit for similar studies done elsewhere based on membership grade within the sponsoring organization, the Institute of Certified Management Accountants.

1. Course Description

Designed for students who are thinking of a career in management or consulting, this course brings the methodology and critical apparatus of the humanities into the field of management to fulfill two basic objectives. The first objective is to place in broad critical perspective how we think about the function and culture of management and to expand the boundaries of how managers understand their role within a firm, how they take decisions, set priorities and benchmark success and failure. The second objective is to help students learn how to build robust analytical frameworks informed by different perspectives in order to evaluate concepts and solve problems. The course draws upon diverse material, ranging from history to economics, to encourage students to think about management beyond its traditional confines. Topics include the function of the firm, the role of incentive, the ways in which narrative forces shape decision making, and how market relationships define the managerial culture in ways that can lead to sub-optimal outcomes.

2. Learning Objectives

1. Students will gain an understanding of the methodology and critical apparatus of the humanities in the field of management.
2. Students will gain a broad critical perspective of the function and culture of management.
3. Student will read and analyze the field within which managers understand their role within a firm, how they take decisions, set priorities and benchmark success and failure.
4. Students will learn how to build robust analytical frameworks that are informed by different perspectives in order to evaluate concepts and solve problems.
5. Students will learn to think about management beyond its traditional confines.

3. Learning Outcomes:

To successfully complete this subject, a student should be able to:

1. Explain the concept of strategy and its importance for organizational success.
2. Contribute effectively to successful management of change, enlightened human resource policies and orderly organizational development.
3. Have an understanding and appreciation of the managerial role and the contribution managers make to organizational effectiveness.
4. Have an understanding of the major managerial strategies and functions.
5. Demonstrate an awareness of the major behavioral science theories and concepts relating to the behavior and communication in the workplace, performance and productivity of individuals and groups in organizations.
6. Formulate and critically evaluate alternative courses of managerial action.
7. Analyze organizational situations using the knowledge and frameworks gained during the course in order to better understand, work as part of a team and predict and influence the behavior of individuals and groups within organizations.

4. Prescribed Reading (Compulsory)

Stephen P Robbins; David A. De Cenzo; Mary Coulter, *Fundamentals of Management: Essential Concepts and Applications*, Latest Edition, Prentice Hall, <http://www.pearsoned.com/>

5. Student Resource Requirements

Students at Calwest require a Personal Computer or Laptop running Windows 10 or higher with 500 MB of RAM or higher; or an Apple Mac running Mac OS 10 or higher. They will also need access to a reliable high speed Internet connection Kbps/128 Kbps; and a Web browser.

6. Topic Outline

Topic No.	Topic	Text Book Chapter	Lecture Power Point
1	Managers and Management	1	1, 1b
2	The Management Environment	2	2
3	Integrative Managerial Issues	3	3
4	Foundations of Decision Making	4	4,4b
5	Foundations of Planning	5	5
6	Organizational Structure and Design	6	6
7	Managing Human Resources	7	7,7b
8	Managing Change and Innovation	8	8
9	Foundations of Individual Behavior	9	9
10	Understanding Groups and Managing Work Teams	10	10
11	Motivating and Rewarding Employees	11	11
12	Leadership and Trust	12	12
13	Managing Communication and Information	13	13
14	Foundations of Control	14	14
15	Operations Management	15	15,15b

7. Assessment

There will be **Continuous Assessments** done throughout this course. All topics will have a **Topic Quiz** that needs to be satisfactorily answered prior to being allowed to access the next topic in the course. You are allowed 3 attempts in each Topic Quiz, so that you can revise the course material and master the topic before proceeding to the next topic in the course. Calwest keeps computer logs of all student activity in terms of accessing the course material and MCQs to ensure that sufficient time is being spent on online studies. Note that negative marks will be attached to wrong answers in the Topic MCQs, and this will affect the final assessment score. *Therefore, please study the course material before attempting the Topic MCQs.*

After completing all Topics (and Quizzes), your **Final Assessment** will be available for you to undertake online at a time of your convenience. There will be a time limit of *90 minutes* for the final assessment in which you will need to answer *80 multiple-choice questions* that will be randomly selected from the questions asked in the topic quizzes.

Please ensure that you have an undisturbed 90-minute time frame to undertake your Final Assessment as after 90 minutes your work will be automatically submitted and graded.

There will be only one attempt provided for the Final Assessment.

The Final Assessment will form the over 80% of the weight given to your final course grade. The Balance 20% is obtained as an average of the scores you achieve in the Topic Quizzes.

8. Grading Criteria

Calwest University applies the following grading system in all courses:

A pass mark of 60% (grade of D which is a bare minimum pass) or above is required to satisfy the educational requirements of the university for completing the course. The grade assessments are as follows:

Below 60%: Fail	73-75% : C	85-88% : B+
60-64% : D	76-78% : C+	89-91% : A-
65-69% : D+	79-81% : B-	92-95% : A
70-72% : C-	82-84% : B	Over 95% : A+