



SUKKUR IBA UNIVERSITY

DEPARTMENT OF BUSINESS ADMINISTRATION

Principles of Management (MGT-201)

Course Outline

1. Course Identification and General Information

Program and Class: Principles of Management	Semester: BBA-III
Credit Hours: 03	Instructor: Syed Ali Akbar Shah Email: syedaliakbar.phdmgt17@iba-suk.edu.pk
Pre-requisite Course: None	Consultation Hours: Tuesday, Wednesday 3:00 PM to 5.00 PM

2. Schedule of Assessment Tasks for Students during the Semester

S. No.	Assessment Task	Week due	Proportion of Assessment/Marks	Final
1	Class participation	Throughout semester	5	
2	Quizzes (Best 2 will be considered).	5 th , 10 th , 14 th	5	
3	Final Project / presentation	15 th	10	
4	One Mid Term Exam	As per schedule	30	
5	Final Exams	As per schedule	50	

3. Learning Resources

I- Recommended Books: 1. Management By: Stephen P. Robbins & Mary Coulter, 14 th Edition
II- Reference Books/ Material 1. Management By: Bartol, Tein, Mathews & Sharma, 5th Edition 2. Management By: Bateman & Snell, 07th Edition
III- Electronic Materials, Web Sites etc. Shard as per the need.

4. Course Description

Principles of Management is a rich, interactive learning experience designed to give students an overarching view of management and the basic intellectual tools and aptitudes they need to meet today's organizational challenges. This basic management course will investigate the different functions of management, namely planning, organizing, leading and controlling. In tandem, the course will explore how organizational structure, technology, innovation, ethics, corporate responsibility, organizational culture, the competitive environment and customer-focus influence managerial decision-making.

5. Course Learning Outcomes (CLOs)

- Student will be able to examine ethical issues concerning business management in a dynamic environment.(1.1)
- Students will be able to write a report on various management issues and need to present it in the class. (2.2)
- Students will be able to work individually and through effective teams to solve management issues. (4.1)
- Students will be able to critically analyze various issues through appropriate concepts concerning management theories. (3.1)
- Students will be able to know the latest management practices and generate innovative solutions to tackle contemporary organizational issues.(5.1)
- Students will be able to develop an understanding in theoretical concepts of Planning, Organizing, Leading & Controlling and various management theories. (7.1)

	1.1	2.1	2.2	3.1	3.2	4.1	5.1	6.1	7.1
i									
ii									
iii									
iv									
v									

vi									
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6. Assessment Task Description

a) Quizzes

Quizzes will be MCQ's and scenario based in nature, students will be given short cases in context of CLO's.

b) Assignments

Assignment will be given in team. All teams will present and defend their solutions in class. Short cases will be given as assignments.

c) Project Report & Presentation

Final Project report and presentation will be beneficial for you to learn from real and live exposure. Detailed project guidelines will be shared separately. Late submission is not allowed. Team members should not exceed than four (4). 17th week of session will be deadline to submit and present. Remember your grades will depend on how well you have analyzed the information and related to the concepts learnt in class. You will be required visit the organization to collect information as per the scope of the project

7. Other (Please Specify)

Professionalism Expectations: Students are expected to act professionally by meeting deadlines, solving problems, cooperating with classmates, and generally contributing in a positive way to the class. Working in your field of study often means searching for solutions in a group context. Teamwork, listening, empathy, enthusiasm, emotional maturity, respect, and consideration of other people's concerns are all essential to success. Please bring these qualities and values with you to class. It is as important to "practice" these interpersonal skills as it is to learn new intellectual content and related skills. Students will be evaluated on the 5 A's of Professionalism:

Observables:

Attendance

- Arrive prior to start of class
- Return from break prior to start of class

Appearance

- Adheres to Professional Dress Code
- Adheres to grooming requirements
- Student ID worn at all times. Name Plate is compulsory

Attitude

- Respectful of fellow classmates at all times
- Respectful of instructor at all times

Accountability

- Communicate with instructor for assistance
- Communicate with team members for group projects
- Participates in class and group activities
- Submits course work on time

Academic Integrity

- Adhering to Academic Integrity expectations as outlined in the Student Handbook (other penalties may apply)

8. Lesson Plan & week-wise Schedule

Week	Discussion Themes	Assignments/ Quizzes / Digital Library work	Suggested Readings
1	Managers & you in the Workplace <ul style="list-style-type: none"> Why Are Managers Important? Who Are Managers and Where Do They Work? What Do Managers Do? How Is the Manager's Job Changing? Why Study Management? 	Activity : Make your To-Do list and make a plan to achieve.	Chapter# 1
2	Management History Module <ul style="list-style-type: none"> Early Management Classical Approach Behavioral Approach Quantitative Approach Contemporary Approaches 	Class Discussion Article : Fayol's Principles then and now	Must Read Chapter and Article before class Chapter# 1
3	Decision Making <ul style="list-style-type: none"> The Decision-Making Process Approaches to Decision Making Types of Decisions and Decision-Making Conditions Decision-Making biases & errors Effective Decision Making in Today's World 	Activity : Creative decision making in products (Design Thinking) Assignment-1	Chapter# 2
4 & 5	Managing Change <ul style="list-style-type: none"> The Change Process Types of Organizational Change Managing Resistance to Change Contemporary Issues in 		Must Read Chapter and Case Study before class

	Managing Change <ul style="list-style-type: none"> Stimulating Innovation 		Chapter# 6
6-7	Planning & Goal Setting <ul style="list-style-type: none"> The What and Why of Planning Goals and Plans Setting Goals and Developing Plans Contemporary Issues in Planning 	Activity : Create organizational goals and achievement guideline	Chapter# 8
8-9	Strategic Planning <ul style="list-style-type: none"> Strategic Management The Strategic Management Process Corporate Strategies Competitive Strategies Current Strategic Management Issues 	Class Discussion : Atlas Black Business Plan	Chapter# 9

Mid Term Exam

11 & 12	Organizational Design <ul style="list-style-type: none"> Six elements of Organizational Design Mechanistic and Organic Structures Contingency Factors Affecting Structural Choice Traditional Organizational Designs Organizing for flexibility in the twenty-First Century 	Activity : Create and Evaluate Organizational Chart	Chapter# 11
13	Organizing around Teams (Only Two parts) <ul style="list-style-type: none"> Groups and Group Development Turning Groups into Effective Teams 	Quiz-2 Assignment-2	Chapter# 12
14	Leadership <ul style="list-style-type: none"> Who Are Leaders and What Is Leadership? Early Leadership Theories 	Class Discussion on	

	<ul style="list-style-type: none"> Contingency Theories of Leadership Contemporary Views of Leadership Leadership Issues in the Twenty-First Century 	movie: <i>Remember the Titans</i> (Objective: Understand Leadership style and impact))	Chapter# 16
15	Motivation <ul style="list-style-type: none"> What Is Motivation? Early Theories of Motivation Contemporary Theories of Motivation Current Issues in Motivation 	Role Play: Demotivated employee due to salary	Chapter# 17
16	Controlling activities and operations <ul style="list-style-type: none"> What Is Controlling and Why Is It Important? The Control Process Controlling for Organizational and Employee Performance Tools for Measuring Organizational Performance Contemporary Issues in Control 	Activity : Implementation of Control process for Cost and Quality	Chapter# 18
17	Final Project Presentation		
<i>Final Exams</i>			