

DOANE COLLEGE
Winter I 2011
BUS 242
Management

Instructor: Dr. Ted Hill

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Office Hours: Before and after class or by appointment

Course Description: Management is both an art and a science. This course will focus on the topics of planning, organizing, leading and controlling, and will always take a strategic perspective. Our approach will be to utilize real examples from the text, the news, and students' experiences to illustrate the material found in the weekly reading assignments.

Text: Management, 10th Edition (2010), Daft, R. L., South-Western, Cengage Learning, Mason: OH. ISBN 0538479531

Course Objectives: Upon successful completion of the course, students should:

- Understand how to critically examine real-life business scenarios and make decisions regarding them
- Understand the role that culture plays in organization
- Have a strong understanding of the role of ethics in managing and in decision making
- Understand the role of the Mission Statement in successful organizations
- Understand the processes of strategic planning and goal setting
- Understand the roles that personality, gender, generations, and other behavioral variables play in managing and motivating employees
- Understand the similarities and differences between managing and leading
- Understand the basics of communication in organizations
- Understand the ways in which organizational structures are evolving
- Understand the ways in which the primary business functions interrelate

Course Requirements:	Mid-Term Exam	30%
	Final Exam	30%
	Project Paper	30%
	Class Contribution	10%

The grading method will be explained in full in class. Exams will be a combination of short answer and short essay questions. The project paper will be a 7 - 10 page detailed analysis of a case or topic to be agreed upon by both student and professor. Class contribution will be critical to the success of this course. Each of us will have experiences that can be of great benefit to the entire class, and you will be expected to share them. Please read the assigned material prior to each class. You should also keep abreast of major business news. These topics will frequently be discussed during class.

Proposed Schedule of Events:

<u>Session</u>	<u>Topic</u>	<u>Assignment</u>
One	Introduction	Chapters 1 & 2
Two	Corporate Culture and Ethics	Chapters 3 & 5
Three	Planning & Strategy	Chapters 7 & 8
Four	Change Management	Chapters 10 & 11
Five	Mid-Term Exam Due Leadership	Chapters 14 & 15
Six	Teamwork	Chapter 17 & 18
Seven	Managing Diversity	TBA
Eight	Project Paper Due Control	Chapter 19
Nine	Final Exam Due	