

Business Department Course Outline

BADM 2513 BUSINESS ORGANIZATION AND MANAGEMENT (F, S)

Catalog Description:

Discussions of the managerial process, examining the managerial functions of planning, organizing, staffing, directing, controlling and their relation to the daily job of the supervisor.

Prerequisite:

None

Credit Hours/Contact Hours/Load Hours:

3/3/3

Target Audience & Transfer:

Designed for students majoring in some area of business administration. This course will not transfer to most 4-year institutions.

Student Learning Outcomes:

Students completing this course will:

- Describe basic concepts related to organizational and managerial structure of global businesses.
- Use appropriate terminology related to management.
- Use and apply common business-related technology.
- Describe the business environment from a management point of view.
- Define social responsibility and ethics.
- Identify external and internal forces for change.
- Compare and contrast formal and informal groups.
- Evaluate decision situations and identify the decision frameworks that are used to solve them.

Topics:

- Basic Organization Design
- Management Styles
- Managing Physical Resources
- Managing Human Resources
- Foundations of Decision Making
- Understanding Work Teams
- Motivating Employees
- Communication and Interpersonal Skills
- Foundations of Planning
- Leadership

- Managing Change, Stress, and Innovation

Forms of Assessment:

Written exams, quizzes, projects, presentations, exercises, and case studies.

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