

MANAGEMENT 2210
Principles of Management

This is an information sheet only, not the course syllabus.

COURSE DESCRIPTION

Essential principles and concepts of management. Includes theoretical bases and practical applications of planning, controlling, organizing, and directing, human, financial, material, and informational resources. Integrates management history, decision-making models, international and diversity management with the functions of management. Covers classical and behavioral approaches to management. Recommended: Business 1100 or equivalent. (3 credit hours)

COURSE MATERIALS

Textbook: *MANAGEMENT* by Chuck Williams, 5th Edition, South-Western Cengage Learning, United States, 2009.

Student Edition **ISBN 13: 978-0-324-56840-0**

Student Edition **ISBN 10: 0-324-56840-1**

Textbook Student Companion Site at: http://websites.swlearning.com/cgi-wadsworth/course_products_wp.pl?fid=M20b&flag=student&product_isbn_issn=9780324568400&disciplinenumber=416

CD-ROMs:

BUSINESS COMMUNICATION, by Dr. Michael Drafke, College of DuPage, 2005.

BUSINESS ETHICS, by Dr. Michael Drafke, College of DuPage, 2005.

COURSE OUTLINE

Unit 1 Online Discussions 1 - 4 Unit 1 Project Unit 1 Essay Test
Unit 2 Online Discussions 1 - 4 Unit 2 Project Unit 2 Essay Test Pre-Test, Units 1 and 2 Online Discussions, Projects and Essay Tests must be completed in order to remain enrolled in the course
Unit 3 Online Discussions 1 - 4 Unit 3 Project Unit 3 Essay Test
Unit 4 Online Discussions 1 - 4 Unit 4 Project Unit 4 Essay Test
Unit 5 Research Project Culminating Activity Management Research Paper Extra Credit Assignment (Optional)

Final Exam Culminating Activity Management Research Paper

EVALUATION/GRADING

Activity	Points
4 essay tests (2 questions answered in each) @ 100 points each	400 points
1 Final Exam (15 objective questions) Culminating Activity @ 45 points	45 points
16 Online Discussions @ 25 points each	400 points
4 Projects @ 25 points each	100 points
1 Management Research Report - Culminating Activity @ 55 points	55 points
TOTAL	1,000 points
Pre-Test	10 Extra Credit points
Optional Extra Credit Project	15 Extra Credit points

Points	Grade
900 - 1,000 (all course assignments completed)	A
800 - 899 (all course assignments completed)	B
700 - 799 (all course assignments completed)	C
600 - 699 (all course assignments completed)	D
599 and fewer points	F

SATISFACTORY/FAIL OPTION

The S/F grade option is available to students in this course. Contact the instructor or refer to the syllabus for details and conditions.

INCOMPLETE GRADE POLICY

If you may find that you are unable to complete the course by the end of the semester for some unavoidable reason you may request an Incomplete grade. Contact the instructor or refer to the course syllabus for details.