

**Principles of Management – Honors
Fall 2021
Proposed Weekly Schedule- Subject to Change**

Mondays: Lecture and Discussion

Wednesdays: Practical application and class discussion

Week 1
August 23-27

Course Expectations and Introduction to Principles of Management

Learning objectives:

1. Understand course and class expectations
2. Recognize the importance of communication
3. Understand that Management is at the core of all Business
4. Introduction to business writing and case analysis

For Monday:

- Read the Syllabus and Course Schedule

For Wednesday:

- Read the collections of readings and listen to the podcasts posted on Canvas about Business Style Writing
- Come prepared to discuss business style writing and case analysis in class.

By Friday:

- Course Expectations Quiz due Friday by 4:59:59 pm (CT)

Week 2
August 30-Sept. 3

Managing and Performing

Learning objectives:

- What do managers do to help organizations achieve top performance?
- What are the roles that managers play in organizations?
- What are the characteristics that effective managers display?

For Monday:

- Read Chapter 1

For Wednesday:

- Read the article, How to Be a Good Manager
- Watch the video: Interview with Sheryl Sandberg
- 1-page Journal Entry due before Wednesdays class (by 12:30 pm) based on your thoughts and reactions to the reading and video.

By Friday:

- Chapter Quiz due Friday by 4:59:59 pm (CT)

<p>Week 3 Sept. 6-10</p> <p>Monday: No Class on Labor Day</p>	<p>Analyzing a Case Study Learning Objectives:</p> <ol style="list-style-type: none"> 1. How to approach analyzing a case study. 2. Understanding what questions to ask and how to prepare recommendations. <p>For Wednesday:</p> <ul style="list-style-type: none"> • Read the case study posted on Canvas and be prepared to discuss in class. • 1-page Journal Entry due before Wednesdays class (by 12:30 pm) based on your thoughts and reactions to the case study.
<p>Week 4 Sept. 13-17</p>	<p>Managerial Decision-Making Learning objectives:</p> <ol style="list-style-type: none"> 1. What are the basic characteristics of managerial decision-making? 2. What barriers exist that make effective decision-making difficult? 3. What are the advantages and disadvantages of group decision-making? 4. How can a manager improve the quality of decision-making? <p>For Monday:</p> <ul style="list-style-type: none"> • Read Chapter 2 <p>For Wednesday:</p> <ul style="list-style-type: none"> • Read the articles, Don't Fail at Decision Making Like 98% of Managers and Do 5 Key Decision-Making Techniques for Managers • 1-page Journal Entry due before Wednesdays class (by 12:30 pm) based on your thoughts and reactions to the readings. <p>By Friday:</p> <ul style="list-style-type: none"> • Chapter Quiz due Friday by 4:59:59 pm (CT)
<p>Week 5 Sept. 20-24</p>	<p>The History of Management & External and Internal Organizational Environments and Corporate Culture Learning objectives:</p> <ol style="list-style-type: none"> 1. How did the Italian Renaissance affect the progression of management theory? 2. How did the Industrial Revolution affect the progression of management theory? 3. Identify different types of organizational structures and their strengths and weaknesses. <p>For Monday:</p> <ul style="list-style-type: none"> • Read Chapters 3 & 4 <p>For Wednesday:</p> <ul style="list-style-type: none"> • Read the articles, Management Three Eras: A brief history and The Leader's Guide to Corporate Culture • Listen to the Podcast: Workplace Culture Conflicts • Be prepared to discuss your thoughts and reactions in class. <p>By Friday:</p> <ul style="list-style-type: none"> • Writing Assignment: Case Study #1 • Chapter Quiz due Friday by 4:59:59 pm (CT)

<p>Week 6 Sept. 27-Oct. 1</p>	<p>Ethics, Corporate Responsibility, and Sustainability Learning objectives:</p> <ol style="list-style-type: none"> 1. What are ethics and business ethics? 2. What are major ethical principles that can guide individuals and organizations? 3. Why is ethical leadership important in organizations? <p>For Monday:</p> <ul style="list-style-type: none"> • Read Chapter 5 <p>For Wednesday:</p> <ul style="list-style-type: none"> • Read the articles: How CSR Managers Can Inspire Other Leaders to Act on Sustainability • Watch the video: Solving Big Problems Through Stakeholder Capitalism • Listen to the podcast: Stopping White-Collar Crime at Your Company • 1-page Journal Entry due before Wednesdays class (by 12:30 pm) based on your thoughts and reactions to the readings/video. <p>By Friday:</p> <ul style="list-style-type: none"> • Chapter Quiz due Friday by 4:59:59 pm (CT)
<p>Week 7 October 4-8</p>	<p>Leadership Learning objectives:</p> <ul style="list-style-type: none"> • What are the nature of leadership and the leadership process? • What are the processes associated with people coming to leadership positions? • How do leaders influence and move their followers to action? <p>For Monday:</p> <ul style="list-style-type: none"> • Read Chapter 13 <p>For Wednesday:</p> <ul style="list-style-type: none"> • Introduce Writing Assignment: Case Study #2 • Read the articles, Facilitation Skills Just Might Be The Best Kept Leadership Secret, The Real Leadership Lessons from Steve Jobs, and Six Key Behaviors that Make a Great Leader • 1-page Journal Entry due before Wednesdays class (by 12:30 pm) <p>By Friday:</p> <ul style="list-style-type: none"> • Chapter Quiz due Friday by 4:59:59 pm (CT)
<p>Week 8 October 11-15</p>	<p>Review and Exam Learning objectives:</p> <ol style="list-style-type: none"> 1. Identify managerial implications and practical application of the material. 2. Thinking broadly, how does the material covered so far help inform your thinking of management and your future career? <p>For Monday:</p> <ul style="list-style-type: none"> • Review Chapters 1-5, 13 • Bring your questions from the study guides and be prepared to discuss with the class <p>For Wednesday:</p> <ul style="list-style-type: none"> • Exam #1

<p>Week 9 October 18-22</p>	<p>Entrepreneurship Learning objectives:</p> <ul style="list-style-type: none"> ● Why do people become entrepreneurs, and what are the different types of entrepreneurs? ● What characteristics do successful entrepreneurs share? ● How do small businesses contribute to the U.S. economy? ● What are the first steps to take if you are starting your own Business? <p>For Monday:</p> <ul style="list-style-type: none"> ● Read Chapter 7 <p>For Wednesday:</p> <ul style="list-style-type: none"> ● Read the articles, Entrepreneurs and the Truth, How Covid Inspired a New Generation of Entrepreneurs, and Why Start-ups Fail ● 1-page Journal Entry due before Wednesdays class (by 12:30 pm) based on your thoughts and reactions to the content. <p>By Friday:</p> <ul style="list-style-type: none"> ● Chapter Quiz due Friday by 4:59:59 pm (CT)
<p>Week 10 October 25-29</p>	<p>Strategic Analysis and Management Process: Understanding a Firm’s Competitive Environment and Competitive Advantage Learning objectives:</p> <ul style="list-style-type: none"> ● What is strategic analysis and why do firms need to analyze their competitive environment? ● What is a SWOT analysis and what can it reveal about a firm? ● What is the difference between a firm’s vision and its mission? ● How and why do managers plan? Why are goals important in the planning process? <p>For Monday:</p> <ul style="list-style-type: none"> ● Read Chapters 8 & 9 <p>For Wednesday:</p> <ul style="list-style-type: none"> ● Read the articles, 5 Proven Tips To Beat The Competition and The Strategic Management Process ● Listen to the Podcast: How some companies beat the competition... for centuries ● Be prepared to discuss your thoughts and reactions in class. <p>By Friday:</p> <ul style="list-style-type: none"> ● Writing Assignment: Case Study #2 ● Chapter Quiz due Friday by 4:59:59 pm (CT)

<p>Week 11 November 1-5</p>	<p>International Management & Global Supply Chain</p> <p>Learning objectives:</p> <ol style="list-style-type: none"> 1. Why is it important to understand & appreciate the importance of international Management 2. What is culture, and how can culture be understood through Hofstede’s cultural framework? 3. What are the main strategies that companies can use to go international? <p>For Monday:</p> <ul style="list-style-type: none"> • Read Chapter 6 <p>For Wednesday:</p> <ul style="list-style-type: none"> • Read the article, Global Teams That Work • Listen to the podcast, Globalization: Myth and Reality • 1-page Journal Entry due before Wednesdays class (by 12:30 pm) based on your thoughts and reactions to the reading/podcast. <p>By Friday:</p> <ul style="list-style-type: none"> • Chapter Quiz due Friday by 4:59:59 pm (CT)
<p>Week 12 November 8-12</p>	<p>Organizational Structure and Change</p> <p>Learning objectives:</p> <ul style="list-style-type: none"> • What are mechanistic versus organic organizational structures? • What are the fundamental dimensions of change? • How do managers deal with change? <p>For Monday:</p> <ul style="list-style-type: none"> • Read Chapter 10 <p>For Wednesday:</p> <ul style="list-style-type: none"> • Introduce Writing Assignment: Case Study #3 • Read the article, Do You Have a Well-Designed Organization • Listen to the podcast, Breaking Down Bureaucracy and Building Up Workers • 1-page Journal Entry due before Wednesdays class (by 12:30 pm) <p>By Friday:</p> <ul style="list-style-type: none"> • Chapter Quiz due Friday by 4:59:59 pm (CT)

<p>Week 13 November 15-19</p>	<p>Human Resource Management Learning objectives:</p> <ul style="list-style-type: none"> • What has been the evolution of human resource management over the years, and what is the current value it provides to an organization? • How do companies use rewards strategies to influence employee performance and motivation? • What are the benefits of talent development and succession planning? <p>For Monday:</p> <ul style="list-style-type: none"> • Read Chapter 11 <p>For Wednesday:</p> <ul style="list-style-type: none"> • Read the articles, HR's Compelling New Role In Response To The Coronavirus and HR's New Role: How Human Resources Needs To Evolve To Support The Future Of Work • 1-page Journal Entry due before Wednesdays class (by 12:30 pm) based on your thoughts and reactions to the readings.
<p>Week 14</p>	<p>Fall Break- Thanksgiving – No Class November 22-26</p>
<p>Week 15 Nov. 29-Dec. 3</p>	<p>Managerial Communication & Organizational Planning and Controlling Learning objectives:</p> <ul style="list-style-type: none"> • Know the types of communications that occur in organizations. • Understand how power, status, purpose, and interpersonal skills affect communications • Know why talking, listening, reading, & writing are vital to managing effectively. <p>For Monday:</p> <ul style="list-style-type: none"> • Read Chapters 16 & 17 <p>For Wednesday:</p> <ul style="list-style-type: none"> • Read the article, 5 Simple Rules for Strategy Execution • Listen to the podcast, Motivating Employees • Watch the video: Walmart- The Importance Of Communication • Be prepared to discuss your thoughts and reactions in class. <p>By Friday:</p> <ul style="list-style-type: none"> • Writing Assignment: Case Study #3 • Chapter Quiz due Friday by 4:59:59 pm (CT)

<p>Week 16 December 6-10</p>	<p>Principles of Management & Exam Review</p> <p>Learning objectives:</p> <ol style="list-style-type: none"> 1. Understand and describe the key takeaways from this course. 2. Know the various college degree and career opportunities in the field of Management. 3. Understand how an educational background in Management can support your goals. <p>For Monday:</p> <ul style="list-style-type: none"> • Read the articles, How to Crisis-Proof Your Career and The 429 Best Companies to Work For in America • Listen to the podcast, The Career Rules You Didn't Learn at School • 1-page Journal Entry due before Mondays class (by 12:30 pm) based on your thoughts and reactions to the readings/podcast. <p>For Wednesday:</p> <ul style="list-style-type: none"> • Review Chapters 6-11, 16 &17 • Bring your questions from the study guides and be prepared to discuss with the class
<p>Finals Week December 13-17</p>	<p>Final Exam (Exam #2) December 15, 10am-12pm</p>