



Minzu University of China
MGMT 130 Principles of Management
Summer 2020

Basic Information

Class hours: Monday through Thursday, 2 hours each day
Discussion: Friday, 1 hour (60 minutes)
Review Section: Saturday, 1 hour (60 minutes)
Office Hour: 2 hours (According to professors' teaching plan)
Field trip: According to professors' teaching plan
Credit: 4
Total contact hours: 60 (50 minutes each)
Instructor: TBA

Course Overview

This is an introductory course on principles of management. Management is the process of working with people and resources to accomplish organizational goals. Good managers do both effectively and efficiently. The course examines the four functions of management: Planning, Organizing, Leading and Controlling.

Learning Outcomes

At the end of this class, students should be able to do such things as:

- Describe aspects of managing effectively in a global world.
- Explain the relevance of ethics and corporate responsibility in managerial planning.
- Critically evaluate the criteria for organizing for success.
- Describe aspects of managerial control in organizations.

Course Textbook (Required)

Management 6/e

By Thomas S. Bateman, Scott A. Snell and Rob Konopaske© McGraw-Hill Education 2020 ISBN: 978-1260062885

Course Calendar

First Week:

Chapter 1. Managing Effectively in a Global World
Chapter 2. The Evolution of Management
Chapter 3. The Organizational Environment and Culture

Second Week:

Chapter 4. Ethics and Corporate Responsibility
Chapter 5. Planning and Decision Making
Chapter 6. Entrepreneurship

Third Week

Chapter 7. Organizing for Success
Chapter 8. Managing Human Resources
Chapter 9. Managing Diversity and Inclusion

Midterm Exam



Fourth Week

- Chapter 10. Leadership
Chapter 11. Motivating People
Chapter 12. Teamwork
Chapter 13. Communicating

Fifth Week

- Chapter 14. Managerial Control
Chapter 15. Innovating and Changing

Final Exam

Course Assignments

The grades are based on quizzes (you will have two quizzes during the semester), group cases (assigned as a part of your chapter exercises), a midterm, and a final exam. The exams will consist of short answer, short essay and/or multiple-choice questions derived from the lecture material and text. The midterm will consist of material covered up until the date of the exam, and the final is cumulative.

The groups will be assigned during the first week of class and group projects will consist of case studies taken from the text. Your group will give an overview of the case and present the problems and solutions to the case study questions. The cases are designed to enhance your learning experience via peer-to-peer learning and class discussion.

The quizzes are based on the chapters we cover, so please make sure to read the chapters prior to attending class and be prepared to have discussion in class regarding the principles we are studying.

Course Grades

The quizzes, group cases, midterm and final exams are weighted as follows:

Quizzes Group	10	
Cases		20
Midterm Exam	30	
Final Exam		40
Total		100

The letter grade you get for the course is based on the following grading scheme (from lower percent): A+ 97-100; A 94-96; A- 90-93; B+ 87-89; B 84-86; B- 80-83; C+ 77-79; C 74-76; C- 70-73; D+ 67-69; D 64-66; D- 60-63; F < 60

For example, if you earn 90 points, you would receive an A- as your grade.

Attendance and Participation

You are expected to attend and participate in class. Any excused absences need to be approved by your instructor in advance. Exams must be taken on the dates and times set forth in the class and on this syllabus.

Case Study Guidelines

Each group prior to class should prepare the case studies and discussion questions in advance. Your group is expected to participate in class and have a thorough working knowledge of the case and/or discussion questions assigned that week.

You are expected to answer the case questions in full detail, and may expand beyond them. You may be asked to assess the teamwork in your group at the end of the semester.

Each case is different and based on a real-world issue. As such, you will be given direction as how to proceed



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with the assigned readings, case questions, and in class discussion on a weekly basis. Attendance and participation and working successfully with your team are key!

Academic Integrity

Academic misconduct is any activity that tends to compromise the academic integrity of the University, or subvert the educational process. Examples of academic misconduct include (but are not limited to) plagiarism, collusion (unauthorized collaboration), copying the work of another student, and possession of unauthorized materials during an examination. If I suspect that a student has committed academic misconduct in this course, I am obligated by University Rules to report my suspicions, and may result in a failing grade.

Honor Statement

“As a member of the academic community I am personally committed to the highest standards of ethical behavior. Honesty and integrity are the foundation from which I will measure my actions. I will hold myself, and my peers accountable to adhere to these standards. As a leader in the classroom, community and business environment, I will pledge to live by these principles and celebrate those who share these ideals.”

Syllabus Updates

Information on this syllabus may be updated at your instructor’s discretion. You are responsible for keeping up to date as such (via online and/or in class). The subject we cover is dynamic, and as such we may bring in new material for your consideration into class to discuss. Please be aware of this. Thank you for your cooperation!