

Principles of Management	
Week 1 August 23-27	<p>Lecture: Expectations & Principles of Management Discussion Group: Introduction & Expectations</p> <p>Learning objectives:</p> <ol style="list-style-type: none"> 1. Understand course and class expectations 2. Recognize the importance of communication 3. Understand that Management is at the core of all Business <p>Readings:</p> <ul style="list-style-type: none"> ● Syllabus ● Chapter 1.1 <p>TO DO:</p> <ul style="list-style-type: none"> ● Quiz: Syllabus & Expectations Quiz due Friday by 4:59:59 pm (CT) ● Packback: Post one question and two responses due Friday by 4:59:59 pm (CT)
Week 2 August 30-Sept. 3	<p>Lecture: Business Style Writing Discussion Group: Critical Thinking Activity</p> <p>Learning objectives:</p> <ol style="list-style-type: none"> 1. Understand what is Business Writing 2. Recognize that Business Writing is clear, concise and direct 3. Know how to write persuasively and develop relationships <p>Readings:</p> <ul style="list-style-type: none"> ● Tone in Business Writing ● Improving your Business Writing ● The Science of Strong Business Writing <p>Podcast:</p> <ul style="list-style-type: none"> ● Improve Your Business Writing <p>TO DO:</p> <ul style="list-style-type: none"> ● Homework: Student Introduce Yourself ● Packback: Post one question and two responses due Friday by 4:59:59 pm (CT)
Week 3 September 6-10	<p>Lecture: Managing and Performing (video lecture) Discussion Group: Guest Speaker</p> <p>Learning objectives:</p> <ul style="list-style-type: none"> ● 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? <p>Readings:</p> <ul style="list-style-type: none"> ● Chapter 1 ● How to Be a Good Manager ● Changing Management in the Face of Shareholder Activism: Issues to Considerism <p>TO DO:</p> <ul style="list-style-type: none"> ● Quiz: Chapter Quiz due Friday by 4:59:59 pm (CT) ● Packback: Post one question and two responses due Friday by 4:59:59 pm (CT)

<p>Week 4 September 13-17</p>	<p>Lecture: Managerial Decision-Making Discussion Group: Guest Speaker</p> <p>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? <p>Readings:</p> <ul style="list-style-type: none"> • Chapter 2 • Don't Fail at Decision Making Like 98% of Managers Do • 5 Key Decision-Making Techniques for Managers <p>TO DO:</p> <ul style="list-style-type: none"> • Quiz: Chapter Quiz due Friday by 4:59:59 pm (CT) • Packback: Post one question and two responses due Friday by 4:59:59 pm (CT)
<p>Week 5 September 20-24</p>	<p>Lecture: The History of Management & Organizational Environments and Corporate Culture Discussion Group: Critical Thinking Activity</p> <p>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>Readings:</p> <ul style="list-style-type: none"> • Chapter 3 & 4 • Management Three Eras: A brief history • The Leader's Guide to Corporate Culture <p>Podcast:</p> <ul style="list-style-type: none"> • Workplace Culture Conflicts <p>TO DO:</p> <ul style="list-style-type: none"> • Homework: Writing Assignment: Case Study #1 • Quiz: Chapter Quiz due Friday by 4:59:59 pm (CT) • Packback: One question and two responses due Friday by 4:59:59 pm (CT)
<p>Week 6 Sept. 27-Oct. 1</p>	<p>Lecture: Ethics, Corporate Responsibility, and Sustainability Discussion Group: Guest Speaker</p> <p>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>Readings:</p> <ul style="list-style-type: none"> • Chapter 5 • Sustainability and Corporate Social Responsibility (CSR) • How CSR Managers Can Inspire Other Leaders to Act on Sustainability <p>Video:</p> <ul style="list-style-type: none"> • Solving Big Problems Through Stakeholder Capitalism <p>TO DO:</p> <ul style="list-style-type: none"> • Homework: Self-Assessment #1 • Quiz: Chapter Quiz due Friday by 4:59:59 pm (CT) • Packback: One question and two responses due Friday by 4:59:59 pm (CT)

<p>Week 7 October 4-8</p>	<p>Lecture: Leadership Discussion Group: Guest Speaker</p> <p>Learning objectives:</p> <ol style="list-style-type: none"> 1. What are the nature of leadership and the leadership process? 2. What are the processes associated with people coming to leadership positions? 3. How do leaders influence and move their followers to action? <p>Readings:</p> <ul style="list-style-type: none"> • Chapter 13 • Facilitation Skills Just Might Be The Best Kept Leadership Secret • Six key behaviors that make a great leader <p>Video:</p> <ul style="list-style-type: none"> • Whiteboard Session: The Ingredients of Great Leadership <p>TO DO:</p> <ul style="list-style-type: none"> • Homework: Revisions Writing Assignment: Case Study #1 • Quiz: Chapter Quiz due Friday by 4:59:59 pm (CT) • Packback: One question and two responses due Friday by 4:59:59 pm (CT)
<p>Week 8 October 11-15</p>	<p>Lecture: Exam Review Discussion Group: Online Exam Chapters 1-5, 13</p> <p>TO DO:</p> <ul style="list-style-type: none"> • Online Exam: Chapters 1-5, 13: Exam #1 is available starting at 9:00 am (CST) on Wednesday, October 13, 2021, and will close on Thursday, October 14, 2021, at 4:59:59 pm (CST). You will have 50 minutes to complete the Exam. Once you open the Exam, your time will start; however, no matter when you start, the Exam will close on Thursday, October 14, 2021, at 4:59:59 pm (CST). We recommend you complete the Exam during your scheduled Discussion Group time; however, it will be open until Thursday, October 14, 2021, at 4:59:59 pm (CST).
<p>Week 9 October 18-22</p>	<p>Lecture: Entrepreneurship Discussion Group: Guest Speaker</p> <p>Learning objectives:</p> <ol style="list-style-type: none"> 1. Why do people become entrepreneurs, and what are the different types of entrepreneurs? 2. What characteristics do successful entrepreneurs share? 3. How do small businesses contribute to the U.S. economy? 4. What are the first steps to take if you are starting your own Business? <p>Readings:</p> <ul style="list-style-type: none"> • Chapter 7 • Entrepreneurs and the Truth • How Covid Inspired a New Generation of Entrepreneurs • Why Start-ups Fail <p>TO DO:</p> <ul style="list-style-type: none"> • Homework: Writing Assignment: Case Study #2 • Quiz: Chapter Quiz due Friday by 4:59:59 pm (CT) • Packback: One question and two responses due Friday by 4:59:59 pm (CT)

<p>Week 10 October 25-29</p>	<p>Lecture: Strategic Analysis: Understanding a Firm’s Competitive Environment Lecture: The Strategic Management Process: Achieving and Sustaining Competitive Advantage Discussion Group: Critical Thinking Activity</p> <p>Learning objectives:</p> <ol style="list-style-type: none"> 1. What is the strategic analysis, and why do firms need to analyze their competitive environment? 2. What is a SWOT analysis, and what can it reveal about a firm? 3. What is the difference between a firm’s vision and its mission? <p>Readings:</p> <ul style="list-style-type: none"> • Chapter 8 & 9 • 5 Proven Tips To Beat The Competition • The Strategic Management Process <p>Podcast:</p> <ul style="list-style-type: none"> • How some companies beat the competition... for centuries <p>TO DO:</p> <ul style="list-style-type: none"> • Homework: Virtual presentation: SWOT or Leadership Profile • Quiz: Chapter Quiz due Friday by 4:59:59 pm (CT)
<p>Week 11 November 1-5</p>	<p>Lecture: International Management & Global Supply Chain Discussion Group: Guest Speaker</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>Readings:</p> <ul style="list-style-type: none"> • Chapter 6 • Global Teams That Work <p>Podcast:</p> <ul style="list-style-type: none"> • Globalization: Myth and Reality <p>TO DO:</p> <ul style="list-style-type: none"> • Homework: Revisions Writing Assignment: Case Study #2 • Quiz: Chapter Quiz due Friday by 4:59:59 pm (CT) • Packback: One question and two responses due Friday by 4:59:59 pm (CT)
<p>Week 12 November 8-12</p>	<p>Lecture: Organizational Structure and Change Discussion Group: Guest Speaker</p> <p>Learning objectives:</p> <ol style="list-style-type: none"> 1. What are mechanistic versus organic organizational structures? 2. What are the fundamental dimensions of change? 3. How do managers deal with change? <p>Readings:</p> <ul style="list-style-type: none"> • Chapter 10 • Do You Have a Well-Designed Organization <p>Podcast:</p> <ul style="list-style-type: none"> • Breaking Down Bureaucracy and Building Up Workers <p>TO DO:</p> <ul style="list-style-type: none"> • Homework: Self-Assessment #2 • Quiz: Chapter Quiz due Friday by 4:59:59 pm (CT)

<p>Week 13 November 15-19</p>	<p>Lecture: Human Resource Management Discussion Group: Critical Thinking Activity</p> <p>Learning objectives:</p> <ol style="list-style-type: none"> 1. What has been the evolution of human resource management over the years 2. How does the human resources compliance role of HR provide value to a company? 3. What are the benefits of talent development and succession planning? <p>Readings:</p> <ul style="list-style-type: none"> • Chapter 11 • HR's Compelling New Role In Response To The Coronavirus • HR's New Role: How Human Resources Needs To Evolve To Support The Future Of Work <p>TO DO:</p> <ul style="list-style-type: none"> • Homework: Writing Assignment: Case Study #3 • Packback: One question and two responses due Friday by 4:59:59 pm (CT)
<p>Week 14</p>	<p>Thanksgiving November 22-26</p>
<p>Week 15 Nov. 29-Dec. 3</p>	<p>Lecture: Managerial Communication & Organizational Planning and Controlling Discussion Group: Critical Thinking Activity</p> <p>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>Video:</p> <ul style="list-style-type: none"> • Walmart- The Importance Of Communication <p>Readings:</p> <ul style="list-style-type: none"> • Chapter 16 & 17 • 5 Simple Rules for Strategy Execution <p>Podcast:</p> <ul style="list-style-type: none"> • Motivating Employees <p>TO DO:</p> <ul style="list-style-type: none"> • Quiz: Chapter Quiz due Friday by 4:59:59 pm (CT)
<p>Week 16 December 6-10</p>	<p>Lecture: Principles of Management Discussion Group: 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>Readings:</p> <ul style="list-style-type: none"> • How to Crisis-Proof Your Career • The 429 Best Companies to Work For in America <p>Podcast:</p> <ul style="list-style-type: none"> • The Career Rules You Didn't Learn at School <p>TO DO :</p> <ul style="list-style-type: none"> • Homework: Revisions Writing Assignment: Case Study #3 • Packback: One question and two responses due Friday by 4:59:59 pm (CT)

<p>Finals Week December 13-17</p>	<p>Final Exam (Exam #2) must be completed during your course Final Exam time:</p> <p>Section 1 (Pantoja):</p> <ul style="list-style-type: none"> • Mon. 9:00 - 9:50 am (Bush Aud.) FINAL EXAM TIME: Tuesday, Dec. 14 7:30 am – 9:30 am <p>Section 2 (McCullough):</p> <ul style="list-style-type: none"> • Mon. 10:00 - 10:50 am (Bush Aud.) FINAL EXAM TIME: Thursday, Dec. 16 3 pm – 5 pm <p>Section 3 & 4 (Breske):</p> <ul style="list-style-type: none"> • Tues. 9:30 - 10:20 am (115 Cornell) FINAL EXAM TIME: Monday, Dec. 13 10 am – 12 pm • Tues. 11:00 - 11:50 am (115 Cornell) FINAL EXAM TIME: Monday, Dec. 13 3 pm – 5 pm <p>If you have an extenuating circumstance (death in the family, medical emergency) that affects your ability to take the Exam, please contact your professor BEFORE your exam date.</p>
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