



## BMGT 2650

**Division:** Business and Technology

**Department:** Business Management

**Course:** BMGT 2650

**Title:** Principles of Management

**Catalog Description:**

This is an introductory course in management dealing with the functions of planning, decision making, organizing, leading and controlling an organization. The philosophy of Quality Management will be integrated throughout the course. A computerized business simulation will enhance conceptual and practical management skills introduced.

**General Education Requirements:** N/A

**Semesters Offered:** Fall, Spring

**Credit/Time Requirement:** Credit: 3; Lecture: 3; Lab: 0

**Clock/Hour Requirements:** 0

**Offered for Non-Credit:** Yes

**Prerequisites:** N/A

**Corequisites:** N/A

**Justification:**

This is a required applied technology core course for BMGT Associate of Applied Science majors. This course may also transfer to various four year institutions upon successfully completing an examination given by the transferring institution or department approval. It also serves several other applied technology programs such as Business Education, Computer Information Systems, Building Construction and others. The most common reason given for small business failure is inability to manage. This course is designed to give business students the fundamentals needed to successfully manage a small business.

**Student Learning Outcomes:**

Upon successful completion of this course, students will know:

- how to develop plans
  - setting objectives
  - defining planning premises
  - determining alternatives
  - evaluating alternatives
  - choosing the best alternative
  - developing supporting plans
  - implementing plans
  - follow up on plans
- organize any activity or event

- how to design jobs
- grouping jobs
- establishing relationships between jobs
- distributing authority
- coordinating activities for successful completion
- how to direct the activities of others
  - understanding leadership
  - how to apply leadership
  - motivation principles
  - how to apply motivation principles
- how to control the organization to achieve to results wanted:
  - establishing standards
  - measuring progress towards those standards
  - comparing the measurement to the standard
  - correcting deviations from standards
- make decisions -- the scientific method will be applied to management situations. Emphasis will place on mathematical models used in making decisions
- appreciate the role that managers must play in creating a successful organization culture
- Appreciate the contribution that the Quality Management movement has had on management thinking
- apply management tools such as:
  - break even analysis
  - pay off tables
  - ration analysis
- use quality management tools:
  - fishbone diagrams
  - Pareto charts
  - check sheets
  - statistical process control
- read and understand the importance of financial statements in managing a business
- apply systems thinking to the management of business
- appreciate the evolution of management thought over time
- express management ideas to a large group.

## **Content:**

This course will include:

- Managers and Organizations Today
- The Evolution of Management
- Managing Systems: The Principles of Quality Management
- Social Responsibility of Managers
- Decision Making
- Organizational Planning Principles
- Strategic Management
- Shaping Organizational Culture
- Leadership
- Motivation and Work Performance

- Statistical Quality Control for Customer Value
- Organizational Change and Learning

### **General Education Outcomes:**

3) Speak effectively in a variety of contexts.

Students will be asked to read current management literature, summarize the content and then present an oral summary in class. The oral presentation will be supported with electronic presentation software.

6) Apply computational skills to a variety of contexts.

Students will be expected to perform a number of calculations used in management including but not limited to: ratio analysis, break-even analysis, payoff tables, regression analysis, time series analysis, and financial statement analysis.

8) Apply ethical reasoning to a variety of contexts.

Students will be given ten to twelve cases that require a variety of ethical situations. Consequences of each ethical decision made will be evaluated in terms of the effect on the organization. This will be done using a computer simulation.

### **Key Performance Indicators:**

#### **In Class:**

- tests: 40%
- reading quizzes: 20%
- classroom exercises: 25%
- teamwork on simulated business: 15%
- Note: success in DEX and PBL competition will be used to assess student learning.

#### **Following Class**

- Post evaluation will be measured by success in subsequent courses that require mastery of the concepts in this course.

Percentages are approximate.

### **Representative Text and/or Supplies:**

- Warren R.Plunkett, Raymond F. Attner, and Gemmy S. Allen, *Management Meeting and Exceeding Customer Expectations*, current edition, South-Western College Publishing, Cincinnati, Ohio.
- Kenneth H. Blanchard and Spencer Johnson, *The One Minute Manager*, current edition, William Morrow and Company, Inc., New York City, New York.

**Optimum Class Size:** 20

**Maximum Class Size:** 40

**Signatures:**

I hereby submit this course syllabus:

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Russ Johnson, MIM, Assistant Professor

I hereby find this course consistent with the goals and resources of the Business Management Department:

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Russ Johnson, MIM, Assistant Professor, Chair

I hereby find this course consistent with the goals and resources of the Business and Technology Division:

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Doug Dyreng, MS, Associate Professor, Dean

I have discussed the need for library resources related to this class with the person submitting the syllabus:

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Lynn Anderson, MLIS, Technical Services Librarian (Main Campus)

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Michelle Olsen, MLS, Campus Librarian (Richfield Campus)