

LINCOLN UNIVERSITY
BA 110 – MANAGEMENT PRINCIPLES
COURSE SYLLABUS
Department of Business and Economics
Summer, 2012

Lecture Schedule: Monday/Wednesday: 12:30-3:15 PM
Credit: 3 units
Instructor: Prof. Ken Germann, MBA, JD
Office Hours: **Monday/Wednesday**, 12:00 PM - 12:30 PM and TBA
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Textbook: **Fundamentals of Management**
8th Edition, by Robbins, De Cenzo and Coulter, Pearson Education, 2012
ISBN-13: 978-0132620536

CATALOG DESCRIPTION

The course is emphasizing management of organization structures achieving organizational objectives and fundamental concepts related to the practice of management in terms of the basic functions of planning, organizing, motivating, directing and controlling. (3 units) *Prerequisite: BA 10*

STUDENT LEARNING OBJECTIVES

- * Students will understand how to plan.
- Students will understand the importance of organizing.
- Students will have to lead.
- Students will learn to develop control systems
- Students will take their turn as managers.

PROCEDURES AND METHODOLOGY

Lecture method is used in combination with case studies. The emphasis will be on learning by doing. Students will be using to the internet for online research. Every student must participate in an intensive preparation and classroom activity.

COURSE PROJECT

Every student, working with a team, will develop a plan for setting up business operations for. The final project will be presented by the group to the class orally on the last day of class.

REQUIREMENTS

Continuous assessment is emphasized. Written assignments will be given every week. Reading, writing and “business case study” assignments are scheduled throughout the course. Students must complete all assignments and take all exams on the dates scheduled. Plagiarism will result in the grade “F” and a report to the administration.

TOPICAL COURSE OUTLINE

Part I Introduction

Ch 1 Managers and Management

Ch 2 Management Environment

Ch 3 Integrative Managerial Issues

Part 2 Planning

Ch 4 Foundations of Decision Making

Ch 5 Foundations of Planning

Part 3 Organizing

Ch 6 Organizing Structure and Design

Ch 7 Managing Human Resources

Ch 8 Managing Change and Innovation

Part 4 Leading #1

Ch 9 Foundations of Individual Behavior

Ch 10 Understanding Groups and Managing Working Teams

Ch 11 Motivating and Rewarding Employees

Part 4 Leading #2

Ch 12 Leadership and Trust

Ch 13 Managing Communications and Information

Part 5 Controlling

Ch 14 Foundations of Control

Ch 15 Operations Management

COMMENTS

- * Participation is required. What you put into the class will determine what you get out of it - and what others get out of it.
- * Please come on time. Late arrivals disturb everyone else.
- * If you miss a class, you are responsible for getting notes on the material covered from a classmate.
- * To avoid distracting noise in class, cellular phones must be turned off or the ringing mode silenced.
- * Questions and comments during the class are welcome. Do not hesitate to ask questions - do not leave anything unclear for you.

MODIFICATION OF THE SYLLABUS

The instructor reserves the right to modify this syllabus at any time during the semester. Announcements of any changes will be made in the classroom.

INSTRUCTOR BIO

My first career was in operations for manufacturers. I worked as an expeditor, quality control inspector, junior chemist, front line supervisor and plant manager. I was lucky enough to be a poverty attorney during the “War on Poverty”. My third career was as a producer, director, script writer and actor for a murder mystery company. For the past thirty years I have had a consulting firm, specializing in management and marketing problems.

Like many students, I pursued four degree programs while working full time. My passion is teaching. I have over thirty years of teaching graduate and undergraduate business classes. My other interests are family and travel. I have had an opportunity to work and travel to 171 countries.

Syllabus Revised: 4/26/2012