

GRANDE PRAIRIE REGIONAL COLLEGE
DEPARTMENT OF ARTS, EDUCATION, AND COMMERCE
COURSE OUTLINE
MG2000 INTRODUCTION TO MANAGEMENT 3(3-0) UT(3)
FALL 1999

INSTRUCTOR: Richard Beeson
TELEPHONE: 539-2864
OFFICE: C306
OFFICE HOURS: Monday and Wednesday, 11:20 to 12:20 PM,
or by appointment.
REQUIRED TEXT: Robbins, Stephen P. , David A. De Cenzo, and Robin
Stuart-Kotze. Fundamentals of Management.
Essential Concepts and Applications. Cdn. ed.
Scarborough, ON: Prentice-Hall, 1996.
TEXT USAGE: The textbook is used extensively throughout the
course. Virtually every chapter is required reading.
COURSE DESCRIPTION: This is an introductory course to the basic characteristics of
Canadian business and management concepts. Through the
review of the functions of management using a systems
approach, modern management theory and practice are
studied. The current issues of business ethics,
environmental concerns, international management,
women in management and political environment are
reviewed.

COURSE OBJECTIVES: Through completion of this course, students Will:

1. gain an understanding of the theory and practice of modern management and business;
2. become aware of the social and political environments in which Canadian business operates;
3. apply critical analysis to resolve complex management problems.

COURSE FORMAT: MG 2000 consist of three hours of instructional time weekly. The class work will consist of lectures, class discussions, small group work, case studies, and student presentations.

GRADING: Grande Prairie Regional College uses the following nine point grading scale:

90-100%	9
80-89%	8
72-79%	7
65-71%	6
57-64%	5
50-56%	4
45-49%	3
26-44%	2
0-25%	1

The following tests and participation will determine your final grade:

1. 2Midterms@ 25%	50%
2. Participation / Assignments	10%
3. Final Exam	40%

Unauthorized late assignments, if accepted, will have a 25% per day late penalty applied to the assignment grade.

You will be expected to complete various reading and writing assignments outside of class time.

ATTENDANCE:

Your attendance and participation are important to the success of this course. As well, you are responsible for obtaining any notes or handouts you may have missed due to an absence.

MG 2000
CLASS SCHEDULE
FALL 1998

WEEK	TOPICS	READING
1	Introduction	Ch. 1
2 (Sept 8)	Management - Defined Business ethics, Environment	Ch. 2
PLANNING		
3 (Sept 13/15)	Foundations Strategic v.s. Operational Tools	Ch. 3 & 4
4 (Sept 20/22)	Decision making	Ch. 5
5 (Sept 27/29)	Organization Structure Midterm	Ch. 6
ORGANIZING		
6 (Oct 4/6)	Organization Structure	Ch. 7
7 (Oct 11/13)	Management of Human Resources	Ch. 8
8 (Oct 18/20)	Managing Change & Innovation	Ch. 9
LEADING		
9 (Oct 25/27)	Behaviour - attitudes, personality, perception, learning ;Midterm	C. 10
10 (Nov 1/3)	Group & team motivation	Ch. 11 & 12
11 Nov 8/10	Leadership / supervision, Communication & conflict	Ch. 13 & 14
CONTROLLING		
12 Nov 15/17	Foundations - Process, types, quality	Ch. 14 & 15
13 (NOV 22/24)	Foundations of Control	Ch. 15 & 16
14 (NOV 29/DEC 1)	Control Tools & Techniques	Ch 16
15 (DEC 6/DEC 8)	Evolution of Management	Appendix 1

FINAL EXAMS
(Dec 8-16)

*Readings are from the Robbins text.

Students will also be required to read / complete various additional handouts and exercises assigned throughout the term.