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科目授業名 Course Title		Introduction to Business Management (SPRING)		
担当者 Instructor		石黒 久仁子		
開講期 Semester / Year		2017年度 春学期	曜日時限 Timetable	月曜4限 木曜4限
教室 Room		312教室	単位数 Credits	4.0
授業コード Class Code		B1121001E1	履修年次 Enrollment Year	1
科目ナンバリング Course Level		G-MNG101		
授業内容 Course Description		Effective organisational management is essential in order to establish, operate and lead business activities. But what is 'management', and how can we 'manage' organisations? This course is designed as an introduction to the principles and processes of management, including definitions and functions of management, management theories, planning, organising, leading and controlling organisations. People and team management, and strategic management are also major components of this course. In this course, students are expected to acquire useful business skills, and actively participate in the class discussions.		
到達目標(授業の狙い) Objectives		The objective of this course is to provide students with fundamental concepts and frameworks of business management. Students are also expected to gain various study/management skills such as good analytical skills and effective communication skills.		
授業方法 Method of Instruction		Lectures, in-class discussion, and case analysis.		
準備学習 Class Preparation		Readings and writing assignments need to be completed before class. Review homework will also be assigned.		
教科書 Text		Boddy, David (2012) Essentials of Management: A Concise Introduction, Pearson.		
参考文献 Reference Books		Boddy, David (2014) Management: An Introduction, 6th ed., Pearson. Combe, Colin (2014) Introduction to Management, Oxford University Press. Daft, Richard L (2012) Organization Theory and Design, 11th ed., South-Western Cengage Learning. Witzel, Morgen (2004) Management: the Basics, Routledge.		
授業計画 Course Outline				
第1回	Introduction - what is 'management'?		第16回	Guest lecture
第2回	In-class discussion		第17回	Marketing
第3回	Managing in organisations		第18回	Finance
第4回	Management theories		第19回	Influencing
第5回	Organisation cultures and contexts (1)		第20回	Motivating
第6回	Organisation cultures and contexts (2) In-class discussion		第21回	Communicating
第7回	Managing internationally (1)		第22回	Working in team
第8回	Managing internationally (2) In-class discussion		第23回	Production
第9回	Corporate responsibility		第24回	Managing operations and quality
第10回	Planning		第25回	Controlling and measuring performance
第11回	Decision-making		第26回	Review of the course
第12回	Managing strategy		第27回	End-of-term exam
第13回	Organisation structures		第28回	Conclusion: How can we manage organisations effectively and efficiently?
第14回	Information systems and E-Business		第29回	Summary
第15回	Managing innovation and change		第30回	Summary
成績評価基準 Evaluation				

平常点% Class Evaluation	50	定期試験% Exam	30	レポート% Report	0	その他% Others	20
その他詳細 Details	Assignments						
特記事項 Particular Note							
授業に関する質問への対応 Professor Contact Hours	Office hours: Thursday 11:30-12:30, Room 612, Building 1.						