

# Alexandria Technical and Community College

## BUS 2220: Principles of Management

### A. COURSE DESCRIPTION

Credits: 3

Lecture Hours/Week: 3

Lab Hours/Week: \*.\*

OJT Hours/Week: \*.\*

Prerequisites: None

Corequisites: None

MnTC Goals: None

Learners gain an understanding of business management concepts and the history of management. The learner explores the changing environment of business and its effect on business and managerial processes.

### B. COURSE EFFECTIVE DATES: 08/22/2016 - Present

### C. OUTLINE OF MAJOR CONTENT AREAS

1. Understand the basics of business and four management functions.
2. Understand the historical and philosophical origins of management.
3. Analyze the impact of demographics, diversity, and globalization on the management process.
4. Understand the impact of culture within an organization.
5. Learn how local, national, and global environments impact business.
6. Learn management and personal skills for enhancing communication, productivity, innovation, and performance.
7. Understand how managers lead the process of organizational change.
8. Understand ethical and global societal responsibility demands on businesses and their impact on management behavior.
9. Apply current management theories and practices.
10. Understand the role of leadership and motivation within organizations.
11. Apply planning and decision making processes and how to enhance teamwork.
12. Analyze the advantages, disadvantages, and best practices of utilizing teams within organizations.
13. Understand the structure and design of organizations, processes and systems used to achieve goals.
14. Analyze the personal traits and skills of effective leaders.
15. Understand the use of control systems and how they are used to monitor and support achievement for strategic and tactical plans.

**D. LEARNING OUTCOMES (General)**

1. The learner will describe how organizational structures and processes support achievement of strategic plans.
2. The learner will explain how the interaction of culture, diversity, ethical decision making, and social responsibility impact business as a social entity.
3. The learner will explain past, current, and future trends of business theory and how they can be applied to the global market.
4. The learner will practice management roles and communication skills by applying to real-world managerial & personal scenarios.
5. The learner will describe management theories and practices used in a business organization to plan, organize, lead, and control.

**E. Minnesota Transfer Curriculum Goal Area(s) and Competencies**

None

**F. LEARNER OUTCOMES ASSESSMENT**

As noted on course syllabus

**G. SPECIAL INFORMATION**

None noted