

COURSE SYLLABUS

Business	BMG 202	Principles of Management (CRN 3063)	
Department	Course No.	Course Title	
3	online		
Credit Hrs.	# lecture hrs./week	# lab hrs./week	
Prepared by	Patty Raymond	Faculty Member	Fall Session 2014 Online Date
Course prerequisites:	Placement in English 101 or Permission of Instructor		

Course Location (building/room number):

Meeting time (days/hours): Fall Term 8//27/2014 – 12/9/2014

Office Hours
Contact Information

Email: praymond@mxcc.comnet.edu or
Blackboard Tn. 860 343-5772

SCOPE OF COURSE

This Management course is an introduction to the principles of management and their application to the business organizations. Emphasis is placed upon the management functions: development of a philosophy of total quality management; interpersonal behavior and business problem solving skills.

PROGRAM/DISCIPLINE LEARNING OUTCOMES CONTAINED IN COURSE

In today's competitive business environment, employers expect graduates to possess a certain skill set. The goal of the Business Division is to incorporate the following outcomes from each course:

- Critical thinking, problem solving and analytical skills
- Current technological skills
- Interpersonal skills and awareness
- Teamwork, team-building and project focus
- Knowledge of ethical and legal business behavior
- Awareness and respect for other perspectives

- Global awareness and respect for other perspectives
- Flexibility and adaptive to change
- Personal productivity and organizational skills
- Ability to understand your customer
- Understand process management

IMPORTANCE OF COURSE IN PROGRAM/DISCIPLINE

Management (BMG 202) provides the student with the fundamentals to the principles of business management and their application to organizations and is required of all business students. Effectiveness in business management is crucial. The knowledge, skills, and attitudes needed to effectively manage people are the same as those necessary in real life. This course provides each student a firm business foundation and an opportunity to develop his/her own, unique philosophy and style of management.

LEARNING OUTCOMES:

The goal of the Principles of Management course is for each student to develop an understanding of the basic management principles and practices in American businesses and the global market place. Also, the course provides students with the opportunity to:

- Analyze principles, techniques and major functions of management and business organizations
- Work independently and with others of diverse backgrounds
- Demonstrate proficiencies in reading, writing, listening, presentation and decision making
- Rationalize and present solutions to problems using business knowledge and knowledge from other academic disciplines
- Develop a sound ethical, philosophical and moral skill set necessary to succeed in business

Textbooks and other required readings/computer software/materials/library reserve room:

Management, a practical introduction, 6th edition, Kinicki, Williams, McGraw-Hill Irwin 2011

1. Access to the Internet is required. Middlesex Community College provides computer facilities that include access to the Internet, and access to Microsoft Office application software products. Students who do not have their own computers will find adequate facilities available for their use.

2. All students must have a Banner ID number to access college computer facilities Instructions will be given in the efficient use of the extensive electronic library holdings.
3. All students will be required to complete current readings from periodicals, newspapers, and the Internet as a supplement to the required textbook readings.

Evaluation methods (exams, term papers, projects, etc.), percentages towards final grades, and relation to course objectives:

Several hours per week of computer time are required for students to complete assignments and to keep up with the calendar of chapters.

Preparation and Class Participation

Abstract / Articles/Cases

Homework/Internet Research Assignments and Readings

Scheduled Tests

(There is no makeup of scheduled tests unless PRIOR arrangements have been made with the instructor.

There are no exceptions for anyone) (The dates for unit tests appear on this syllabus)

Written Management Research project (mandatory)

Preparation and Study Time: You must prepare for each class by reading all assigned material and completing all homework activities prior to class. This course requires students to spend a significant amount of time outside of the classroom in individual and/or group study. At least one - two hours should be spent studying outside of the class for every hour spent in the classroom. Students who regularly prepare for class tend to successfully achieve their academic goals.

Participation:

You are expected to attend each class session and to be prompt. You must have your textbook, homework, a notebook, and a writing instrument. Each student is expected to contribute meaningfully to class discussions. The wide range of interests and experiences held by class members will reflect the diversity of today's business organizations. We can all learn more from each other than from the instructor alone.

The professor will evaluate each student's participation and contribution to the class. Your grade for class participation will be based on the content and quality of participation (rather than frequency), and initiatives to enrich discussions. A student who attends and participates regularly will receive the maximum assessment for this portion of his/her grade. A student who attends regularly but

chooses to not participate, or attends infrequently, will receive the minimum assessment.

. Withdrawal:

A student may withdraw from any course after the add/drop period, until the end of the 11th week of the semester. This deadline is published in the Academic Calendar. A student must take the responsibility for initiating and completing a withdrawal. It is in the best interest of the student to discuss a withdrawal with his/her academic advisor, and/or the instructor of the course.

If for any reason, a student is unable to complete the course, he/she must follow the college policy and officially withdraw from the course. Appropriate forms are available at the Records Office. If a student does not withdraw, he/she will be awarded the letter grade earned. Once a grade is officially recorded with the Registrar, the grade will NOT be changed at a later date. There will be NO exceptions to this policy.

Incomplete:

An Incomplete is a temporary grade assigned when course work is missing, and the student agrees to complete the course requirements. Although the student may request an "I", the faculty member is not required to honor the request. If an "I" is assigned, the faculty member will set forth, in writing, a description of the work to be completed, the date by which the work must be submitted (ie. the end of the 10th week of the next standard semester), and a statement that the "I" will change to an appropriate letter grade if the work is not completed within the specified period of time.

A student will be issued an Incomplete ONLY if he/she makes direct contact with the instructor, prior to Final Exam Week. An "I" will be given only for work unfinished because of illness, accident, or other unavoidable absence, and when the instructor determines that the student has a reasonable chance of successfully completing the required work.

"Ethics and Honesty in the Classroom"

"At Middlesex Community College we expect the highest standards of academic honesty. Academic dishonesty is prohibited in accordance with the Board of Trustees Proscribed Conduct Policy in Section 5.2.1 of the Board of Trustees' Policy Manual. This policy prohibits cheating on examinations, unauthorized collaboration on assignments, unauthorized access to examinations or course materials, plagiarism, and other proscribed activities.

Plagiarism is defined as the use of another's idea(s) or phrase(s) and representing that/those idea(s) as your own, either intentionally or unintentionally." (Board of Trustees' Policy 5.2. 1)

Teacher's Responsibilities to Students:

- I will be prepared to teach each class each day we are in session.
- I will treat each student with dignity and respect
- I will be accessible to all students who need help and will assist them to find appropriate tutorial assistance if necessary
- I will attempt to make all assignments clear and concise and grade and return student's work in a timely fashion
- I will be available during office hours to address student's concerns when an appointment has been made in advance

Student's Responsibilities to the Course

- You will be responsible to prepare for each class session (all readings complete and assignments done)
- You will be responsible to have all written assignments or oral presentations ready on the dates required.
- You will be expected to treat each other and the instructor with respect
- you will be expected to conduct yourself in an appropriate manner while you are in attendance in this course

Plagiarism: Presenting another's work without acknowledgement is plagiarism and will not be tolerated. Please see the "Ethics and Honesty in the Classroom" above.

ADA Accommodations Statement

Students with physical or learning disabilities who may require accommodations are encouraged to contact the Counseling Office. After disclosing the nature of the disability, students are urged to discuss their needs with individual instructors. This should be done at the beginning of each semester. Instructors, in conjunction with appropriate college officials, will provide assistance and/or accommodations only to those students who have completed this process.

Religious Accommodation Statement

If your religious obligations conflict with the course calendar requirements, and if you wish to request an accommodation, you must make your request in writing prior to the date of the assessment or activity you will miss and preferably at the beginning of the semester. When requesting a make-up quiz, test, exam, assignment, or activity, state the reason for your request and the date(s) on which your religious obligation(s) will conflict with the course calendar requirements. Also, if your religious obligation/holiday is unfamiliar to your instructor, you may be asked to provide a calendar which shows the published date(s) of your religious observance(s) or holiday(s).

Use of Computing Resources

All resources and facilities of the Data Processing Labs, including the computer classroom sites, are to be used solely for the legitimate and authorized academic and administrative purposes. Any unauthorized or illegitimate use of the computer systems, resources, and/or facilities will be subject to appropriate disciplinary action, including but not subject to criminal prosecution in accordance with Section 53a-250, et seq., of the General Statutes.

IMPORTANT COLLEGE POLICIES!! PLEASE READ CAREFULLY!

For information about the college's policies and procedures regarding academic honesty, accessibility/disability services, attendance, audio-recording in the classroom, grade appeals, plagiarism, religious accommodations, weather and emergency closings, and more, please go to the following website: www.mxcc.edu/catalog/syllabus-policies/ or scan the QR code with your smart phone. Also, please become familiar with the policies regarding nondiscrimination, sexual misconduct, and general student conduct at the following website: www.mxcc.edu/nondiscrimination/.



NON-DISCRIMINATION STATEMENT

Middlesex Community College does not discriminate on the basis of race, color, religious creed, age, sex, national origin, marital status, ancestry, present or past history of mental disorder, learning disability or physical disability, sexual orientation, gender identity and expression or genetic information in its programs and activities. In addition, the College does not discriminate in employment on the additional basis of veteran status or criminal record.

The following people have been designated to handle inquiries or complaints regarding non-discrimination policies and practices:

- Primary Title IX Coordinator
Dr. Adrienne Maslin
Dean of Students/Title IX and Section 504/ADA Coordinator
amaslin@mxcc.edu; 860-343-5759; Founders Hall Room 123|
- Secondary Title IX Coordinator
Ms. Mary Lou Phillips
Director of Human Resources, Middlesex Community College
mphillips@mxcc.edu; 860-343-5751; Founders Hall Room 115

- Secondary Title IX Coordinator
Ms. Queen Fordham
Coordinator of the Meriden Center Welcome Desk
qfordham@mxcc.edu; 203-608-3011

Course Syllabus

Fall 2014: Course opens – Wednesday

This document includes important information about each of the modules that make up this course, module objectives, and summaries of each module's gradable activities and associated deadlines. Please carefully review the "Let's Get Started" learning module for additional important information about this course, such as the course overview and Student Contract, instructor contact information, detailed grading policies, course navigation information, etc. Below is a summary of the most important grading information and the requirements to successfully complete this course.

In order to be successful in this course

By the last day of the course, you must:

- Satisfactorily complete all of the gradable work in the course. The total possible points is 1000, which includes all possible points for gradable assignments, weekly discussions, gradable reflective journals, and the final reflective paper), **AND**
- Satisfactorily complete and submit the final reflective paper. This is mandatory--you cannot be awarded the certificate without it, **AND**
- Demonstrate mastery in your practice shell of the technical proficiencies listed below. Successful completion of **all** of your assignments will be considered mastery. If you do **not** successfully complete all technical assignments, you will be required to demonstrate proficiency before the end of the course. No additional points will be awarded for this work.

Each assignment in the course is graded using a rubric with specific point values for various steps and sub steps that must be completed for each assignment, so you should carefully review and print out this information.

This enables each participant to easily determine where they may have lost points for a given assignment. This approach also contributes to a high degree of consistency in grading, by different instructors. The rubric used for discussion forums and journals are much simpler and simply assess whether the discussion/journal instructions were addressed directly and specifically, whether any minimum word count requirements were met, and whether the discussion or journal posts were submitted on time. are used for the assignments and discussions in this course.

If you fail to submit an assignment or required discussion or journal post, you will receive a zero. Partial credit is not awarded for late submissions.

Details of exactly what is expected in regard to grading for the various activities in this course are included in the *“Let’s Get Started”* module. The required due dates for all gradable activities are included in the Syllabus and in the "gradable activities" page in each module. Please read them carefully.

Figuring out “Where You Stand” in the *BMG 202* course

I use the "1000 Point Grading System" in this course and one nice thing about it is that it's pretty easy for you to be able to figure out how you're doing at any point in the class.

Here's how you can do the math to figure it out for yourself. It's easy to do!

1. Look at **My Grades** and at the current “Overall Total” at the bottom.
2. Look at how many **UNGRADED** items still remain and tally up how many “potential points” are still outstanding for the assignments, discussions, and reflective journals in future modules, plus the (MANDATORY!) **Final Exam**. The number of possible points for EVERY Module is listed in the syllabus
3. Add up your current “overall total points” plus the number of “possible points” for items you have not yet been graded on.
4. The number you come up with will tell you how much “wiggle room” you have in terms of the number of points you need to earn between the module you're in and the end of the course!

Chapters

Unit Outlines/Unit Objectives/Expected Outcomes/Assessment Measures:

Dates	Management Concepts:	Assignments:	Points
<p><i>Module 1</i></p> <p>Chapter 1: The Exceptional Manager: What You Do, How You Do It</p>	<p>"Let's Talk About It" discussion: To earn the points for this activity, you must do BOTH of the following:</p> <ol style="list-style-type: none"> 1. Click CREATE THREAD for your initial post with your 	<p>Read pgs. 4-31</p> <p>Discussion</p> <p>Initial Post due no later than Wed. 8/27 At 11:59 pm is always the deadline for these initial posts</p> <p>Reply to at least one participant due no</p>	<p>25</p>

	<p>response to the discussion prompt questions. <u>Your discussion post must DIRECTLY AND SPECIFICALLY address the discussion prompts or you will not receive points for this activity.</u></p> <p>2. Click REPLY to respond to at least one other course participant’s post. (You may respond to more than one if you wish.)</p> <p>BOTH of the above posts must meet the deadlines shown at right in order to earn points for the weekly discussion—there is no partial credit for discussions or journals—they are “all or nothing”.</p>	<p>later than Friday 8/29 (this holds true throughout the course)</p> <p>Module 1 Discussion/ Legal Ethical Challenge</p> <p>1. Pg. 36 To Delay or Not to Delay Solving The Challenge 1-4</p> <p>Saturday 8/30 (this Saturday 11:59pm deadline holds true throughout the course for all assignments and journal entries below.</p> <p>Module 1 Assignment 1/ Case Work</p> <p>2. Pg. 34 -35 Target Is Trying to Overcome the Problem of “Show rooming” For Discussion 1-5</p> <p>Module 1 Assignment 2/ Contract</p> <p>You will open the Word document that is included as an attachment to Assignment 3, “sign it” by typing in your name at the bottom along with the date. Then save it as a PDF file. Attach the PDF file to the assignment when you submit the assignment.</p> <p>Journal Entry Complete self-assessment questions pg. 35, 1,2,3, and 4</p>	<p>25</p> <p>Pass/ Fail</p> <p>15</p>
<p>Module 2</p> <p>Chapter 2: Management Theory Essential Background for the Successful Manager</p>	<p>"Let's Talk About It" discussion: To earn the points for this activity, you must do BOTH of the following:</p> <p>1. Click CREATE THREAD for your initial post with your response to the discussion prompt</p>	<p>Read pgs. 40-61</p> <p>Discussion</p> <p>Initial Post due no later than Wed. 9/3 At 11:59 pm is always the deadline for these initial posts</p>	<p>25</p>

	<p>questions. <u>Your discussion post must DIRECTLY AND SPECIFICALLY address the discussion prompts or you will not receive points for this activity.</u></p> <p>Click REPLY to respond to at least one other course participant's post. (You may respond to more than one if you wish.)</p>	<p>Reply to at least one participant due no later than Friday 9/5 at 11:59 pm (this holds true throughout the course)</p> <p>Module 2 Discussion 2/ Legal Ethical Challenge</p> <p>1. Pg., 65 Should the Federal Government Be Allowed to Oust a Drug-Company CEO?</p> <p>Saturday 9/6 (this Saturday 11:59pm deadline holds true throughout the course for all assignments and journal entries below.</p> <p>Module 2 Assignment 1/ Case work</p> <p>1. For Discussion Pg. 63-64, Questions 1-5 Boeing Focuses on Its Operations & Supply Chain to Improve Productivity and Meet Deadlines</p> <p>Journal Entry Complete self-assessment and questions pg.64 -65, 1,2, and 3</p>	<p>25</p> <p>25</p> <p>15</p>
<p>Module 3</p> <p>Chapter 3: The Manager's Changing Work Environment & Ethical Responsibilities</p>	<p>"Let's Talk About It" discussion: To earn the points for this activity, you must do BOTH of the following:</p> <p>2. Click CREATE THREAD for your initial post with your response to the discussion prompt questions. <u>Your discussion post must DIRECTLY AND SPECIFICALLY address the discussion prompts or you will not receive points for this activity.</u></p>	<p>Read pgs.68-89</p> <p>Discussion</p> <p>Initial Post due no later than Wed. 9/10 At 11:59 pm is always the deadline for these initial posts</p> <p>Reply to at least one participant due no later than Friday 9/12 at 11:59 pm. (this holds true throughout the course)</p> <p>Module 3 Assignment 2/Legal Ethical Challenge</p> <p>1. Pg. 94 Should Job Facebook Take a More Proactive Approach in</p>	<p>25</p>

	<p>Click REPLY to respond to at least one other course participant's post. (You may respond to more than one if you wish.)</p>	<p>Monitoring the Children's Online Privacy Protection Act (COPPA)?</p> <p>Saturday 9/13 (this Saturday 11:59pm deadline holds true throughout the course for all assignments and journal entries below.</p> <p>Module 3 Assignment 1/Case work</p> <p>2. Pgs. 91- 92 Carnival CEO Micky Arison Fails to provide Interview after the Costa sinks</p> <p>Journal Entry Complete self-assessment and questions pgs. 93, 1,2,3, and 4</p>	<p>25</p> <p>15</p>
<p>Module 4</p> <p>Chapter 4: Global Management Managing Across Borders</p>	<p>"Let's Talk About It" discussion: To earn the points for this activity, you must do BOTH of the following:</p> <p>3. Click CREATE THREAD for your initial post with your response to the discussion prompt questions. <u>Your discussion post must DIRECTLY AND SPECIFICALLY address the discussion prompts or you will not receive points for this activity.</u></p> <p>4. Click REPLY to respond to at least one other course participant's post. (You may respond to more than one if you wish.)</p>	<p>Read pgs. 98 -123</p> <p>Discussion</p> <p>Initial Post due no later than Wed. 9/17 At 11:59 pm is always the deadline for these initial posts</p> <p>Reply to at least one participant due no later than Friday 9/19 (this holds true throughout the course)</p> <p>Module 4 Assignment 2/Legal Ethical Challenge</p> <p>1. Is Apple Doing Enough to Control Employment Practices in Its Chinese Factories</p> <p>Saturday 9/20 (this Saturday 11:59pm deadline holds true throughout the course for all assignments and journal entries below.</p>	<p>25</p>

		<p>Module 4 Assignment 1/Case work</p> <p>1. Pg. 126 Electrobit Corp. Strives to Make Foreign Assignments a Good Experience</p> <p>Journal/Individual Complete self-assessment and questions pgs. 127 -128 , 1,2,3 and 4</p>	<p>25</p> <p>15</p>
<p>Module 5</p> <p>Chapter 5: Planning/The Foundation of Successful Management</p>	<p>"Let's Talk About It" discussion: To earn the points for this activity, you must do BOTH of the following:</p> <ol style="list-style-type: none"> 2. Click CREATE THREAD for your initial post with your response to the discussion prompt questions. <u>Your discussion post must DIRECTLY AND SPECIFICALLY address the discussion prompts or you will not receive points for this activity.</u> <p>Click REPLY to respond to at least one other course participant's post. (You may respond to more than one if you wish.)</p>	<p>Read pgs. 132 -148</p> <p>Discussion</p> <p>Initial Post due no later than Wed. 9/24 At 11:59 pm is always the deadline for these initial posts</p> <p>Reply to at least one participant due no later than Friday 9/26 (this holds true throughout the course)</p> <p>Module 5 Assignment 2/ Legal Ethical Challenges</p> <ol style="list-style-type: none"> 1. Pg. 153 How do You Think Companies Should Respond to Accusations Made by a Whistle-Blower? <p>Saturday 9/27 (this Saturday 11:59pm deadline holds true throughout the course for all assignments.</p>	<p>25</p> <p>25</p>

		<p>Module 5 Assignment 1/Casework</p> <p>2. Pgs.150-151 Will GM's Strategic Plan Lead to Future Success?</p> <p>No Journal Entry for this Module</p>	
<p>All posts due no later than 10/1 At 11:59 pm.</p>	<p>Test No. 1 – Essay due 10/1</p>	<p>Instructions will be posted for Test No. 1 covering chapters 1, 2,3, 4, and 5</p>	<p>40</p>
<p><i>Module 6</i></p> <p>Chapter 6: Strategic Management / How Exceptional Managers realize a Grand Design</p>	<p>"Let's Talk About It" discussion: To earn the points for this activity, you must do BOTH of the following:</p> <p>3. Click CREATE THREAD for your initial post with your response to the discussion prompt questions. <u>Your discussion post must DIRECTLY AND SPECIFICALLY address the discussion prompts or you will not receive points for this activity.</u></p> <p>Click REPLY to respond to at least one other course participant's post. (You may respond to more than one if you wish.)</p>	<p>Read pgs. 156 - 180</p> <p>Discussion</p> <p>Initial Post due no later than Wed. 10/1 At 11:59 pm is always the deadline for these initial posts</p> <p>Reply to at least one participant due no later than Friday 10/3 (this holds true throughout the course)</p> <p>Module 6 Discussion 6/ Legal Ethical Challenges</p> <p>1. Pg. 193 Should Companies Be Pressured to Recruit Females for Boards of Directors</p> <p>Saturday 10/4 (this Saturday 11:59pm deadline holds true throughout the course for all assignments and journal entries below.</p> <p>Module 6 Assignment 1/Casework</p> <p>1. Pgs. 184-185 J. C. Penney is</p>	<p>25</p> <p>25</p>

		<p>Changing Its Competitive Strategy</p> <p>Module 6 Assignment 2/ Abstract</p> <p>2. Individual Abstract Assigned</p>	<p>25</p>
		<p>Journal/Individual Complete self-assessment and questions pgs. 185-186, 1, 2 and 3</p>	<p>15</p>

<p><i>Module 7</i></p> <p>Chapter 7: Individual & Group Decision Making/ How Managers Make Things Happen</p>	<p>"Let's Talk About It" discussion: To earn the points for this activity, you must do BOTH of the following: Click CREATE THREAD for your initial post with your response to the discussion prompt questions. <u>Your discussion post must DIRECTLY AND SPECIFICALLY address the discussion prompts or you will not receive points for this activity.</u> Click REPLY to respond to at least one other course participant's post. (You may respond to more than one if you wish.)</p>	<p>Read pgs. 191-219</p> <p>Discussions</p> <p>Initial Post due no later than Wed. 10/8 At 11:59 pm is always the deadline for these initial posts</p> <p>Reply to at least one participant due no later than Friday 10/10 (this holds true throughout the course)</p> <p>Module 7 Discussion Legal/Ethical Challenge</p> <p>1. Pg. 232 Should the Principle of Westwood High Allow Exception to the Graduation Dress Code</p> <p>Saturday 10/11 (this Saturday 11:59pm deadline holds true throughout the course for all assignments and journal entries below.</p>	<p>25</p>
		<p>Module 7 Assignment 1/Casework</p> <p>1. Pgs. 223 – 224 Companies Recognize Mistakes in an Attempt to Increase Creativity and Innovation</p>	<p>25</p>
		<p>Journal/Individual Complete self-assessment and questions,</p>	<p>15</p>

<p><i>Module 8</i></p> <p>Chapter 8: Organizational Culture, Structure, & Design</p>	<p>"Let's Talk About It" discussion: To earn the points for this activity, you must do BOTH of the following: Click CREATE THREAD for your initial post with your response to the discussion prompt questions. <u>Your discussion post must DIRECTLY AND SPECIFICALLY address the discussion prompts or you will not receive points for this activity.</u> Click REPLY to respond to at least one other course participant's post. (You may respond to more than one if you wish.)</p>	<p>pg. 224-225, 1,2, 3, and 4</p> <p>Read pgs. 228-254</p> <p>Discussion</p> <p>Initial Post due no later than Wed. 10/15 At 11:59 pm is always the deadline for these initial posts</p> <p>Reply to at least one participant due no later than Friday 10/17 (this holds true throughout the course</p> <p>Module 8 Discussion 8 /Legal/Ethical Challenge</p> <p>1. Pg. 260 What type of Culture Is Being Created by the New Orleans Saints</p> <p>Saturday 10/18 (this Saturday 11:59pm deadline holds true throughout the course for all assignments and journal entries below.</p> <p>Module 8 Assignment 1/Casework</p> <p>1. Pgs. 257- 258 Verizon Is Creating a Culture That Focuses on Shareholder Value</p> <p>Journal/Individual Complete self-assessment, pgs. 259 -260</p>	<p>25</p> <p>25</p> <p>15</p>
<p><i>Module 9</i></p> <p>Chapter 9: Human Resource Management</p>	<p>"Let's Talk About It" discussion: To earn the points for this activity, you must do BOTH of the following: 2. Click CREATE THREAD for your initial post with your response to the discussion prompt</p>	<p>Read pgs. Pgs.264-295</p> <p>Discussions</p> <p>Initial Post due no later than Wed. 10/22 At 11:59 pm is always the deadline for</p>	

/Getting the Right People for Managerial Success

questions. Your discussion post must DIRECTLY AND SPECIFICALLY address the discussion prompts or you will not receive points for this activity.

Click **REPLY** to respond to at least one other course participant's post. (You may respond to more than one if you wish.)

these initial posts

Reply to at least one participant due no later than **Friday 10/24** (this holds true throughout the course)

Module 9 Discussion 9/ Legal Ethical Challenge

1. **Pg. 302 You Have Been Offered a Promotion, but You're Pregnant: Should You Say Anything Before Receiving the Formal Offer?**

Saturday 10/25 (this Saturday 11:59pm deadline holds true throughout the course for all assignments.

Module 9 Assignment 1/Casework

1. **Pgs. 301 -303 Netflix's Human Resource Practices Enhance Employee Retention**

No Journal assignment for this Module

Module 10

Chapter 10: Organizational Change & Innovation/ Lifelong Challenges for the Exceptional Manager

"Let's Talk About It" discussion: To earn the points for this activity, you must do BOTH of the following:

1. Click **CREATE THREAD** for your initial post with your response to the discussion prompt questions. Your discussion post must DIRECTLY AND SPECIFICALLY address the discussion prompts or you will not receive points for this activity.

Click **REPLY** to respond to at least one other course participant's post. (You may respond to more than one if you wish.)

Read pgs. Pgs. 308 – 329

Discussion

Initial Post due no later than **Wed. 10/29** At 11:59 pm is always the deadline for these initial posts

Reply to at least one participant due no later than **Friday 10/31** (this holds true throughout the course)

Module 10 Discussion 10/ Legal Ethical Challenge

1. **Pgs. 334 – 335 Should People Be Allowed to Polish Their Nails in Flight**

25

25

25

		<p>Saturday 11/1 (this Saturday 11:59pm deadline holds true throughout the course for all assignments below</p> <p>Module 10 Assignment 1/Casework</p> <p>2. Pgs. 331-333 SAP Is Counting on Organizational Change to Boost Revenue Growth</p> <p>No journal entry for this Module</p>	25
--	--	--	----

<p>All posts due no later than Wednesday, 11/5 At 11:59 pm.</p>	<p>Test No. 2 – Essay due 11/5</p>	<p>Instructions will be posted for Test No. 2 covering chapters 6, 7,8, 9, and 10</p>	<p>40</p>
--	---	--	------------------

<p>Module 12</p> <p>Chapter: 12</p> <p>Motivating Employees/ Achieving Superior Performance in the Workplace</p> <p>Fish / Zapp</p>	<p>"Let's Talk About It" discussion: To earn the points for this activity, you must do BOTH of the following:</p> <p>2. Click CREATE THREAD for your initial post with your response to the discussion prompt questions. <u>Your discussion post must DIRECTLY AND SPECIFICALLY address the discussion prompts or you will not receive points for this activity.</u></p> <p>Click REPLY to respond to at least one other course participant's post. (You may</p>	<p>Read Pgs. 376 – 403</p> <p>Discussion</p> <p>Initial Post due no later than Wed.11/12 at 11:59 pm is always the deadline for these initial posts</p> <p>Reply to at least one participant due no later than Friday 11/14 (this holds true throughout the course</p> <p>Module 12 Discussion 12 /Legal/Ethical Challenge</p> <p>1. Pgs. 408-409 Should Senior Executives Receive Bonuses for Navigating a Company Through Bankruptcy</p>	25
---	---	---	----

	<p>respond to more than one if you wish.)</p>	<p>Saturday 11/15 (this Saturday 11:59 pm deadline holds true throughout the course for all assignments and journal entries below</p> <p>Module 12 Assignment 1/Casework</p> <p>1. Pgs. 405-407 School Officials from Marshall Metro High School Attempt to Motivate Students and Teachers to Achieve Higher Performance</p> <p>Journal Assignments/Individual Complete self-assessment and questions Pgs. 407-408, 1, and 2</p>	<p>25</p> <p>15</p>
<p>Module 13</p> <p>Chapter: 13 Groups and Teams / Increasing Cooperation, Reducing Conflict</p>	<p>"Let's Talk About It" discussion: To earn the points for this activity, you must do BOTH of the following:</p> <ol style="list-style-type: none"> 2. Click CREATE THREAD for your initial post with your response to the discussion prompt questions. <u>Your discussion post must DIRECTLY AND SPECIFICALLY address the discussion prompts or you will not receive points for this activity.</u> <p>Click REPLY to respond to at least one other course participant's post. (You may respond to more than one if you wish.)</p>	<p>Read Pgs. 412 – 433</p> <p>Discussion</p> <p>Initial Post due no later than Wed. 11/19 At 11:59 pm is always the deadline for these initial posts</p> <p>Reply to at least one participant due no later than Friday 11/21 (this holds true throughout the course)</p> <p>Module 13 Discussion 13 /Legal/Ethical Challenge</p> <p>1. Pg. 438 When Employees Smoke Marijuana Socially: A Manager's Quandary</p> <p>Saturday 11/22 (this Saturday 11:59 pm deadline holds true throughout the course for all assignments below</p> <p>Module 13 Assignment 1/ Casework</p> <p>1. Pgs. 435-436 Hiring Decisions Influence Teamwork and Performance</p> <p>No Journal entry for this Module</p>	<p>25</p> <p>25</p>

<p>Module 14</p> <p>Chapter 14</p> <p>Power, Influence, & Leadership/From Becoming a Manager to Becoming a Leader</p>	<p>"Let's Talk About It" discussion: To earn the points for this activity, you must do BOTH of the following:</p> <ol style="list-style-type: none"> 3. Click CREATE THREAD for your initial post with your response to the discussion prompt questions. <u>Your discussion post must DIRECTLY AND SPECIFICALLY address the discussion prompts or you will not receive points for this activity.</u> <p>Click REPLY to respond to at least one other course participant's post. (You may respond to more than one if you wish.)</p>	<p>Read Pgs. 442-467</p> <p>Discussion</p> <p>Initial Post due no later than Wed. 12/3 At 11:59 pm is always the deadline for these initial posts</p> <p>Reply to at least one participant due no later than Friday 12/5 (this holds true throughout the course)</p> <p>Module 14 Discussion 14 /Legal/Ethical Challenge</p> <ol style="list-style-type: none"> 2. Pg. 472 Is It Ethical to Use Subversive Approaches to Influence Others? <p>Saturday 12/6 (this Saturday 11:59pm deadline holds true throughout the course for all assignments and journal entries below)</p> <p>Module 14 Assignment 1/Casework</p> <ol style="list-style-type: none"> 1. Pg. 469 Lynn Tilton's Leadership Helps Turn Around Failing Companies <p>Journal Assignments/Individual Complete self-assessment and questions Pgs. 470-471, 1, 2, and 3</p>	<p>25</p> <p>25</p> <p>15</p>
<p>Chapter 16</p> <p>Control & Quality Control Improvement</p>		<p>Read Pgs. 514-541</p> <p>No Discussion is due this week</p>	

<p>Chapter 16 continued</p>		<p>Saturday 12/13 (this Saturday at 11:59 pm deadline holds true throughout the course for all assignments below)</p> <p>Module 16 Assignment 1/Casework</p> <p>1. Pgs. 545-547 Control Mechanisms & Quality Processes Save a Steel Mill Plant in Burns Harbor, Indiana</p> <p>No Journal Entry for this Module</p>	<p>25</p>
<p>All posts due no later than <u>Saturday 12/13</u> At 11:59 pm.</p>	<p>Final Exam – Essay due Sat. 12/13</p>	<p>Instructions will be posted for Test No. 3 covering chapters 12,13,14, and 16</p>	<p>60</p>