

Management

1. **Course number and name:** 020MNGES5 Management
2. **Credits and contact hours:** 2 Credits, 1x1:15 contact hours
3. **Name(s) of instructor(s) or course coordinator(s):** Elie Maalouf
4. **Instructional materials:** Slides; in-class problems

References:

Contemporary Management, Jones/George, 6th Edition

5. Specific course information

a. Catalog description:

This course is a study of management theories, emphasizing the management functions of planning, decision-making, organizing, leading and controlling.

b. Prerequisites: None

c. Required for CCE, EE and ME students

6. Educational Objectives for the course

a. Specific outcomes of instruction:

- Describe the basic management functions and the management process.
- Grasp the central role that managers play in the effective management of diversity.
- Define communication and explain the barriers to effective communication.
- Describe the stages of group development.
- Define the motivation process.
- Explain the different leadership styles.
- Describe the control process.
- Discuss technology's role in manufacturing systems.

b. PI addressed by the course:

PI	3.1	3.2	4.1	5.1	7.1
Covered	x	x	x	x	x
Assessed		x		x	

7. Brief list of topics to be covered:

- Managers and Managing
- Values, Attitudes, Emotions and Culture

- Managing Diverse Employees
- Motivation
- Leadership
- Effective groups
- Communication