
Managing People & Organization

Course number

Term: Fall, 2010
Course time: T 4:30 – 7:15 pm
Course location: Room

Instructor: Erming Xu

Contact Information:

E-mail address: emxu@ruc.edu
Phone number: 8610-6251-1300

Course Description

Contemporary Management is a comprehensive text that surveys the theoretical underpinnings of modern management thought and research. Through a variety of examples from small, medium, and large companies it shows the reader how those ideas are used by practicing managers. A hallmark of this text is its focus on the "Manager as a Person," which discusses managers as real people with their own personalities, strengths, weaknesses, opportunities, and problems.

This course provides an overview of management functions, fundamental principles of organization behavior, individual differences, motivation and leadership for beginning management majors. First, we will review the basic functions of management to provide an overview of this career. Second, we consider various topics in understanding the various influences on worker attitudes and behaviors so that you can better manage your workforce and thus guide them toward realizing organizational objectives.

Course Outcomes

This course Students need to understand, critique and apply theories in organizational behavior. It also encourages students to challenge current thinking critically in relation to their own ideas and experience, exploring alternative perspectives. Throughout, the course emphasizes how organizational behavior ideas and methods apply in practice, allowing students to gain the valuable skills and experience necessary for their future careers.

Course Requirements and Form of Assessment

During the course there will be one class paper (on one particular text, no less than 5 pages), and one final paper exam. The class paper average will count for 30% of the final grade. The final exam will count for 50% of the final grade. The course also requires each student to have one oral presentation. Class participation and oral presentation will count for 20% of the

grade.

The class paper represents the results of your own research and carries the major weight in your final assessment, so materials used must be referred to in footnotes. You may not choose what you have already chosen for the oral presentation as your class paper topic.

Attendance Policy

An excused absence requires a written medical excuse or written approval from the school's administration office. All other absences are considered to be unexcused. Unexcused absences will affect your grade (see below).

Penalties for unexcused absences:

- 1 absence – class participation grade drops one full letter grade (example: A- to B-)
- 2 absences – class participation grade drops two full letter grades
- 3 absences – class participation grade drops three full letter grades
- 4 or more absences – class participation grade is a failing grade

Academic Honesty

Please refer to the following web link for policies on academic honesty:

http://www.luc.edu/cas/pdfs/CAS_Academic_Integrity_Statement_December_07.pdf

Required Texts

Gareth R. Jones, Texas A&M University -- College Station

Jennifer M. George, Rice University

ISBN: 0073530433

Copyright year: 2009

Reference

Fundamentals of Management, CourseSmart eTextbook, 7/E

Stephen P Robbins

David A. De Cenzo

Mary Coulter, Missouri State University

ISBN-10: 0136109837

ISBN-13: 9780136109839

Publisher: Prentice Hall

Copyright: 2011

Class Schedule

Topic	Readings
1	Chapter 1, Managers and Managing
2	Chapter 3, Values, Attitudes, Emotions, and Culture: The Manager as a Person
3	Chapter 4, Ethics and Social Responsibility
4	Chapter 5, Managing Diverse Employees in a Multi-Cultural Environment
5	Chapter 7, Decision Making, Learning, Creativity, and Entrepreneurship
6	Chapter 8, The Manager as a Planner and Strategist
7	Mid-term Examination
8	Chapter 10, Managing Organizational Structure and Culture
9	Chapter 11, Organizational Control and Change
10	Chapter 12, Human Resource Management Chapter 13, Motivation and Performance
11	Chapter 14, Leadership Chapter 15, Effective Groups and Teams
12	Chapter 16, Promoting Effective Communication
13	Final Examination