

PRINCIPLES OF MANAGEMENT

Unit Code	MN101	AQF Level	5
Unit weighting	Unit credit points: 3		
Pre-requisite or co-requisite	None		
Delivery mode	Face to face on site	Full time or part time	
Location	<i>Sheridan</i> 18/7 Aberdeen St, Piccadilly Square West, Perth WA 6000		
Student Workload	<i>Timetabled: 36 hours (3 hours per week over 12 teaching weeks)</i> <i>Personal Study: 132 hours (9 hours per week over 12 teaching weeks + 12 hours per week over 2 non-teaching weeks)</i> <i>Total workload: 168 hours (12 hours per week over 14 weeks)</i> <i>Academic writing support available if needed</i>		
Prescribed Textbook(s)	Samson D., Donnet T., & Daft, R.,(2017). Fundamentals of Management. (6th ed.). Cengage Learning, Australia.		
Other resource requirements	Access to the Learning Management System Canvas canvas.sheridan.edu.au		
Work-integrated learning activity	Not applicable		
Timetabled day and time	Wednesday 1pm	Room	Room 6 (Pearl)
Unit Coordinator	Arjun J. Murthy	Phone:	6222-4222
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Unit Description

Welcome to Principles of Management. Principles of Management is an introductory unit primarily concerned with the definitions, concepts, principles and theories necessary to develop a clear understanding of the tasks and roles managers need to play in all organisations. As there is often a wide gap evident between conventional managerial wisdom and what is practiced in organisations, this unit endeavours to inform participants of likely consequences and, as such, what professional managers and leaders need to be effective. To this end, the unit also provides a broad spectrum of skills aimed at aiding in the definition of business problems, associated remedies and the analytical, written and presentation skills needed to convey these ideas effectively. Thus, Principles of Management is designed to provide a broad presentation of the management discipline.

PRINCIPLES OF MANAGEMENT Learning Outcomes

Upon successful completion of this unit, you will be able to:

- A. Define the fundamentals of management including its control processes, functions and roles in contemporary organisations.
- B. Identify key management issues affecting organisations in contemporary society.
- C. Demonstrate effective application of basic management frameworks in problem analysis.
- D. Identify effective remedies to address managerial problems defined in an analysis.
- E. Successfully write a sound professional management report.
- F. Conduct a presentation that engages an audience and conveys key ideas effectively.

Sheridan Graduate Attributes

Sheridan graduates will be ...

- G. Lovers of truth
- H. Seekers of wisdom
- I. Innovative thinkers
- J. Effective communicators
- K. Independent learners
- L. Servant leaders

Assessment Schedule

Assessment Type	Value	Due Date	Learning Outcomes (LOs) Assessed	Graduate Attributes (GAs) Addressed
1. Individual Case Analysis	20%	Week 6	A,B,C,E,F	1,3,5
2. Essay	40%	Week 11	A,B,C,D,E,F	1,2,3,4,5,6
3. Exam	40%	Week 13	A,B,C,D,E,F	1,2,3,4,5

1. Individual Case Analysis

Students will be required to do an analysis of a contemporary situation presented in the course from one or more of the following topic areas: Organisation of the Firm, Goal Setting, Managing in a Global Environment and Strategy Formulation. The situation must be recent and approved by the lecturer. The overall mark will be worth 20% of the final mark. This assignment must be done as an individual assessment.

Word Limit 1000 words.

LOs assessed: A, B, C, E, F

Assessment Type	Case Analysis Rubric				
Criteria /Grade	High Distinction (80-100%)	Distinction (70-79%)	Credit (60-69%)	Pass (50-59%)	Fail (0-49%)
Identification of the main issues in the article	Demonstrates a pronounced ability to identify the issues in the article	Demonstrates an ability to identify the issues in the article	Engages in identifying the issues in the article	Attempts to identify the issues in the article	No identification of the main issues in the article
Analysis of the issue	Demonstrates a pronounced ability to engage with the issues in the article	Demonstrates ability to engage with the issues in the article	Engages with the issues in the article	Attempts to engage with the issues in the article	No analysis of any of the issues in the article
Comments on Solutions or Strategies	Demonstrates a pronounced ability to propose appropriate solutions	Demonstrates ability to propose appropriate solutions	Engages in proposing appropriate solutions	Attempts to propose appropriate solutions	Demonstrate s no ability to propose solutions to the problems identified in the article

2. Essay

The purpose of this assignment is for the student to go more deeply into the unit. Sub-topics can be taken from a list given out in the first week or a topic of choosing by the student but approved by the lecturer.

Topic List:

- Describe the firm's organisation (structure, benefits and drawbacks) using management theory and suggest improvements to make the organisation more efficient and effective.
- Describe how the firm sets objectives and uses goal setting to reach their desired goals. Also suggest improvements to make the firm's goal setting process more efficient and effective.
- Describe how the firm's management process in a Global Environment (if there is a process, benefits, drawbacks and main issues they face in a changing environment) using management theory and suggest improvements to make the firm's process more efficient and effective.
- Describe how the firm formulates and sets their strategy (if there is a strategy formulation process, benefits, drawbacks and main issues they face in a changing environment) using management theory and suggest improvements to make the firm's process more efficient and effective.

The report should include an analysis and evidence of an extensive literature review plus an analysis of how you would apply your learning in the future to inform the way you manage. The overall mark will be worth 40% of the final mark for this unit.

Word Limit: 2000 words

LOs assessed: A, B, C, D, E, F

Assessment Type	Essay Rubric				
Criteria /Grade	High Distinction (80-100%)	Distinction (70-79%)	Credit (60-69%)	Pass (50-59%)	Fail (0-49%)
Identification of the Main Issues/Problems	Evidences a sound grasp of the issues in this assignment	Evidences a grasp of the issues in this assignment	Has begun to grasp the issues in this assignment	Evidences a basic grasp of the issues in this assignment	Has not grasped the issues in this assignment
Analysis of the Issues	Demonstrates pronounced ability to engage with the issues in this assignment	Demonstrates ability to engage with the issues in this assignment	Demonstrates engagement with the issues in this assignment	Attempts to engage with the issues in this assignment	No analysis or engagement of the issues
Engagement with a Range of Scholarly Viewpoints	Shows promise in the task of critically evaluating a wide range of scholarly viewpoints	Shows promise in the task of critically evaluating a range of scholarly viewpoints	Evidences engagement with a range of scholarly viewpoints	Shows awareness of relevant scholarly viewpoints	No evidence of engagement with scholarly viewpoints
Organisation and Coherence	Demonstrates pronounced ability to organise logical arguments. Reasonably sophisticated transitional sentences.	Demonstrates ability to organise logical arguments and coherent paragraph transitions	Engages in the organisation of logical arguments. Paragraphs may lack internal coherence.	Attempts to organise logical arguments and a present a coherent structure	No recognisable organisation; lacks transitions and coherence.
Language Conventions	Consistently uses correct grammar and spelling	May contain a few errors which may annoy the reader, but do not impede understanding	Contains several errors which may temporarily confuse the reader, but not impede overall understanding	Errors in spelling and grammar block understanding and ability to see connections between thoughts	Consistently poor spelling and grammar, rendering it impossible for the reader to follow thinking from sentence to sentence
Referencing	Excellent referencing	Good referencing	Satisfactory referencing	Some referencing	No referencing

3. Final Exam

The final exam will be a 2-hour exam assessing all the material covered in the unit. There will be two sections:

Section A: Short answer questions. You will be given 5 questions and you have to answer 4 questions only. Each question will be worth 5% giving a total of 20% of the overall mark for this unit. Students should spend about 1 hour for this section.

Section B: Essay questions. You will be given 4 essay topics and you have to select 2 essays only. Each essay will be worth 10% giving a total of 20% of the overall mark for this unit. Students should spend about 1 hour for this section.

Learning Resources

Prescribed Textbook(s)

Samson D., Donnet T. & Daft, R. (2017). *Fundamentals of Management. (6th ed.)*. Cengage Learning, Australia.

Recommended Supplementary Reading

Cole, K. (2016). *Management Theory and Practice. (6th ed.)*. Pearson, Australia.

Bartol, K., Tein, M., Matthews, G., Ritson, P and Scott-Ladd, B. (2013) "Management Foundations: A Pacific Rim Focus." (3rd ed.). McGraw-Hill Irwin, North Ryde, NSW 2113, Australia.

Academic Journals

You may find relevant articles in the following journals:

- Academy of Management review
- Harvard Business Review
- Sloan Management Review
- Any online journals found on EBSCO and other databases.

Weekly Schedule of Topics

MN101 and PRINCIPLES OF MANAGEMENT

Prescribed text(s):

Samson D., Donnet T. & Daft, R. (2017). *Fundamentals of Management. (6th ed.)*. Cengage Learning, Australia.

WEEK	TOPICS	PRESCRIBED READINGS	ASSESSMENTS
1	Welcome, Groups Assigned, Unit Outline & Structure; Administration Procedures; Discussion on Assessments. Introduction to management: The Changing World and the Environment of Management		
2	Managing in a Global environment Ethics, Social Responsibility & sustainable development	Chapter 3 Chapter 4	
3	Organisational planning and Goal setting. Strategy formulation and implementation	Chapter 5 Chapter 6	
4	Managerial Decision Making	Chapters 6	
5	In-trimester Study Week		
6	Fundamentals of organizing. Managing change to achieve performance	Chapter 7 Chapter 8	
7	Human Resource Management	Chapter 9	Individual Case Analysis (20%)
8	Leading in organisations	Chapter 10	
9	Motivation	Chapter 11	
10	Communication in organisations	Chapter 12	
11	Teamwork in organisations	Chapter 12	
12	Managerial and quality control Making effective management happen	Chapter 14	Essay (40%)
13	Fundamentals of organizing. Managing change to achieve performance	Chapter 7 Chapter 8	
14	Pre-exam Study Week		
15	Exam week		

