

Course Outline (tentative)
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[updated: Tuesday, March 6, 2007]

Course: *MGT 360pace*
Title: *Management and Organizational Behavior (3 units)*

“There are five managerial roles; they are to set objectives, organize, motivate and communicate, measure, and develop people.”

---Peter Drucker (1909-2005)

Semester: Spring, 2007
Class: #15835
Day/Time: Tuesday (1st half of the semester), 6:00pm-7:50pm
Location: Knoski Auditorium
Day/Time: Saturday (Feb 10, Mar 10), 8:30am-12:00noon
Location: Johnson Auditorium
Day/Time: Saturday (Feb 24, Mar 17), 8:30am-12:00noon
Location: Oviatt Hall 25 (Library basement)

Instructor: Wayne Smith, M.S.
Office: Juniper Hall 4143 (*juniperus communis*)
Office Hours: Tuesday, 4:50pm-5:50pm and by appointment
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Email: wayne.smith@csun.edu (place “[CSUN Mgt360]” in subject line)

Web: <http://ocw.smithw.org/2007spring/mgt360pace/>
LMS: <http://webteach.csun.edu/>

Textbook(s): Montana, P., and Charnov, B. (2000) *Management* (3rd ed.), Barron’s Educational Series, Hauppauge:NY.

Additional: Additional materials are available on either the public website or the private LMS. The LMS may or may not be used this semester.

Requirements:

Readings. Students are expected to complete the assigned readings by the date noted on the course outline.

Homework. Students are expected to turn in the homework at the beginning of class.

Date	Topic	Ch	Due
Jan 30 Tue	<ul style="list-style-type: none"> Enrollment Management, Course Materials, Course Overview 		
Feb 6 Tue	<ul style="list-style-type: none"> What is Management? Definition and Overview Management: History and Concepts 	1 2	A1: Student and Research Essay
Feb 10 Sat	<ul style="list-style-type: none"> Management: Social Responsibility International Management Management and the Environments of Business Management Decision-Making: Types and Styles An Overview of the Functions of Management 	3 24 4 5 6	
Feb 13 Tue	<ul style="list-style-type: none"> Conflict: Organizational and Personal Dimensions Work Group Dynamics and Creativity 	19 16	(quiz #1)
Feb 20 Tue	<ul style="list-style-type: none"> Basic Concepts of Organizing Organizational Structures: Concepts and Formats 	10 11	
Feb 24 Sat	<ul style="list-style-type: none"> Staffing: Human Resources Management 	12	A2: Personality Assessment
Feb 27 Tue	MID-TERM		
Mar 6 Tue	<ul style="list-style-type: none"> (brief review of mid-term) Planning Planning: Strategy Formulation 	7 8	
Mar 10 Sat	<ul style="list-style-type: none"> Planning: Strategy Implementation Management Information Systems Project Management 	9 23 n/a	
Mar 13 Tue	<ul style="list-style-type: none"> Communication Skills and Management Effectiveness Managing Organizational Change 	17 18	(quiz #2)
Mar 17 Sat	<ul style="list-style-type: none"> Motivation Leadership Management Book Review Roundtable 	13 14	A3: Information Competency
Mar 20 Tue	FINAL EXAM		