

<b>Course</b>	MNGT 2100 – Management Theory and Practice (3) <b>This Course Requires Attendance at one Sat Class – See Schedule</b>						
<b>Term</b>	Spring 1, 2010						
<b>Instructor</b>	Name: Jimmy Tucker Phone: 913-549-3387 Email: tuckerj@webster.edu jtucker26@kc.rr.com						
<b>Catalog Description</b>	This survey course presents a broad view of management theory and practice, classical to modern. It examines the basic management functions of planning, organizing, leading and directing, and controlling. The course also covers such issues as ethical decision making and social responsibility, innovation, globalization, and working with a diverse work force.						
<b>Prerequisites</b>	None						
<b>Course Level Learning Outcomes</b>	Upon completion of this course, students should be able to: <ul style="list-style-type: none"> <li>• Define and explain important management terminology, concepts, and theories covered in the course.</li> <li>• Correctly apply appropriate analysis techniques and theoretical frameworks when analyzing the facts of exercises and cases involving management problems and opportunities.</li> <li>• Demonstrate the ability to build support for their recommended solutions to management problems and opportunities by appropriately using relevant management theories, concepts, and practices.</li> </ul>						
<b>Materials</b>	Required Text: <u>Management</u> by Robbins and Coulter 9 <sup>th</sup> edition. Pearson Prentice Hall, ISBN:0-13-225773-4 Students may download course graphics thru Webster Connections. Open <a href="http://www.webster.edu/kc">www.webster.edu/kc</a> Click on connections, enter username and password, drill down to My Courses and click on this class. You can access the graphic by clicking on files.						
<b>Grading</b>	<b>Final grades will be based on the following:</b> <table style="width: 100%; border: none;"> <tr> <td style="width: 80%;">Mid-term exam</td> <td style="text-align: right;">40%</td> </tr> <tr> <td>Final exam</td> <td style="text-align: right;">40%</td> </tr> <tr> <td>Term Paper</td> <td style="text-align: right;">20%</td> </tr> </table>	Mid-term exam	40%	Final exam	40%	Term Paper	20%
Mid-term exam	40%						
Final exam	40%						
Term Paper	20%						

	<p><b>The UNDERGRADUATE catalog provides these guidelines and grading options:</b></p> <ul style="list-style-type: none"> <li>• <b>A, A-</b> superior work in the opinion of the instructor</li> <li>• <b>B+, B, B-</b> good work in the opinion of the instructor</li> <li>• <b>C+, C, C-</b> satisfactory work in the opinion of the instructor</li> <li>• <b>D+, D</b> passing, but less than satisfactory work in the opinion of the instructor</li> <li>• <b>I</b> incomplete work in the opinion of the instructor</li> <li>• <b>ZF</b> An incomplete which was not completed within one year of the end of the course</li> <li>• <b>F</b> unsatisfactory work in the opinion of the instructor; no credit is granted</li> <li>• <b>W</b> withdrawn from the course</li> <li>• <b>IP</b> course in progress</li> <li>• <b>NR</b> not reported for the course</li> <li>• <b>Z</b> a temporary designation given by the registrar indicating that the final grade has not been submitted by the instructor. When the final grade is filed in the Office of the Registrar, that grade will replace the Z.</li> </ul>
<p><b>Activities</b></p>	<p>Term paper will be required. Instructions appear at the bottom of the syllabus.</p>
<p><b>Policy Statements: University Policies</b></p>	<p><b>Academic Honesty</b> The university is committed to high standards of academic honesty. Students will be held responsible for violations of these standards. Please refer to the university’s academic honesty policies for a definition of academic dishonesty and potential disciplinary actions associated with it.</p> <p><b>Drops and Withdrawals</b> Please be aware that, should you choose to drop or withdraw from this course, the date on which you notify the university of your decision will determine the amount of tuition refund you receive. Please refer to the university policies on drops and withdrawals (published elsewhere) to find out what the deadlines are for dropping a course with a full refund and for withdrawing from a course with a partial refund.</p> <p><b>Special Services</b> If you have registered as a student with a documented disability and are entitled to classroom or testing accommodations, please inform the instructor at the beginning of the course of the accommodations you will require in this class so that these can be provided.</p> <p><b>Disturbances</b> Since every student is entitled to full participation in class without interruption, disruption of class by inconsiderate behavior is not acceptable. Students are expected to treat the instructor and other students with dignity and respect, especially in cases where a diversity of opinion arises. Students who engage in disruptive behavior are subject to disciplinary action, including removal from</p>

	<p>the course.</p> <p><b>Student Assignments Retained</b>  From time to time, student assignments or projects will be retained by The Department for the purpose of academic assessment. In every case, should the assignment or project be shared outside the academic Department, the student's name and all identifying information about that student will be redacted from the assignment or project.</p> <p><b>Contact Hours for this Course</b>  It is essential that all classes meet for the full instructional time as scheduled. A class cannot be shortened in length. If a class session is cancelled for any reason, it must be rescheduled. <b>Failure to attend class will result in loss of grade – contact instructor if required</b></p>
<b>Course Policies</b>	This syllabus is subject to change by the instructor
<b>Weekly Schedule</b>	<p>Jan 13 Week 3: Chapter 1 and 2</p> <p>Jan 20 Week 4:  Chapter 3, 4, and 5</p> <p>Jan 23 (Saturday) Class will meet 8:30 to 5:00  Chapter 6, 7, 8, 9, and 10 Take Home Mid-term</p> <p>Jan 27 Week 5: Chapter 11, 12 and 13 Mid-term Due</p> <p>Feb 3 Week 6:</p> <ul style="list-style-type: none"> <li>• Chapter 14 and 15</li> <li>• Term Paper Due</li> </ul> <p>Feb 10 Week 7:</p> <ul style="list-style-type: none"> <li>• Chapter 16, 17 and 18</li> </ul> <p>Mar 3 Week 8:</p> <ul style="list-style-type: none"> <li>• Chapter 19</li> <li>• In Class Final Examination</li> </ul>

**Additional Information**

**MNGT 2100 - Term Paper Requirements**  
**(PAPER IS DUE Week 6)**

Your term paper represents 20% of your course grade. **This is a letter grade.** The following information applies:

a. Limit your paper to 1500 words, not including cover page, abstract or references. This provides the opportunity to research an issue of interest and ensures you can effectively organize and communicate your research in a written product.

b. You may select any topic that has linkage to Management in Organizations. Your selection should consider the following:

**-Importance and Interest:** Select a meaningful subject that hold personal interest to you. The optimum topic is one that deals with a current work place situation. A product that can be used in your work can meet the course requirement.

**-Manageability:** The concern here is that your topic is too broad or to narrow. To broad will result in a lack of direction and focus for research and to narrow will result in minimal materials from which to draw a conclusion.

**-Availability of Resources:** No topic is worthwhile and manageable if research materials are not available.

c. You may elect to formulate your paper as a question, a hypothesis, or an assertion of a possible conclusion. Your research will either answer the question or test the hypothesis. Last paragraph is conclusion which answers the hypothesis (question) **Do not write an information paper that restates the body of knowledge.**

d. The paper will be written based on the following

**-Content:** Cover Page, Abstract, Paper (1500 words), and References.

Approval page will be the last page of your paper.

**-Paper:** Typed on one side 8 1/2 x 11 inch paper

**-Spacing:** Double spacing is to be used.

**-Margins:** One and 1/2 inches on top, bottom and left and right -

**-Heading and Spacing:** Major headings indicate the organization of the paper and establish the importance of the topic. They will be centered on the page and typed in uppercase.

**-References:** Typed as: Grove, A. S. (1999). The fine art to feedback. Working Woman, 17, 26-27. Additionally, references will be credited in the body of your paper as (Author and publication year - (Grove. 1992) If you use internet research, place the URL into the paper, so I can open the site. Be careful with dead links.

e. Your paper will be graded on the basis of:

-Substance      -Organization      -Style      -Correctness

Topics must be selected and approved at the 2d class meeting. **All topics require instructor approval.** Proposed Topic \_\_\_\_\_

Pre-approved topics

1. Does cross gender communications affect management?
2. Does national culture (immigrant) impact management?
3. Can an employee move into a management position?

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