THE UNIVERSITY OF THE WEST INDIES, ST. AUGUSTINE  
FACULTY OF SOCIAL SCIENCES  
DEPARTMENT OF MANAGEMENT STUDIES

MGMT 1001 – INTRODUCTION TO MANAGEMENT

COURSE OUTLINE

No. of Credits: 3  
Level: I  
Pre-Requisite(s): None

Course Description

The objectives are to expose students to the process of management in both profit and non-profit organizations, to stimulate students to think of managerial issues from both local and global perspectives and to introduce students to ethical and environmental considerations in business.

Course Rationale

The purpose of this course is to provide students with a broad and integrative introduction to the theories, and practice of management. In particular, this course will focus on the major areas of the management process: Planning, Organizing, Leadership and Control. Management is therefore presented as an integrative process and not a series of unrelated steps. Throughout the course, examples from the Local, Regional and International environment will be used to augment the literature thus providing students with a solid background within the field as they advance throughout their degree programme.
Learning Outcomes

On completion of this course students should be able to:

- Understand the functions of management and the environmental and cultural issues underpinning the practice of management.
- Discuss the Planning function of management with emphasis on Strategic Planning, Operational Planning, Productivity and Managerial Decision Making.
- Identify and describe how managers structure organizations and resources to facilitate goal attainment.
- Identify how effective Staffing and Human Resource Management can be realized and explain how an enterprise develops a managerial team.
- Examine the interpersonal talents a manager must develop to be effective. Discuss various approaches to motivation, different leadership theories, the nature of work group behaviour and the essence of managerial communication.
- Discuss various methods of control. Present control guidelines for interpreting operating results and examine the nature of management information systems.
- Identify the contemporary challenges facing management: Managerial ethics and corporate social responsibility and international management.

Assignments

- Tutorials are compulsory and will be used to consolidate learning and add a local and regional dimension to the material covered in class and in the text. Tutorials will also include assignments and cover end-of-chapter questions, exercises and cases in the text.

Course Assessment

The course will be assessed by the following Method: Mid term Examination normally due in the seventh week of the semester and a Final Exam.

Evaluation

- **Mid Term Exams: 30% of course marks**
  This is normally due in the seventh week of the semester and will comprise of multiple choice and true/false questions. Please note that there will be no make-up exams allowed.
- **Final Exams** will comprise **70% of the course marks**. Further details on the final exam will be provided during the semester.
Teaching Strategies

- The main teaching methods for this course are lectures, class discussions and tutorials which are compulsory.
- The expectation is that each student reads the assigned materials before attending classes so as to allow for a thorough interactive class.

Resources

- International, Caribbean and Local Newspapers.

Additional Information

UNIVERSITY ACADEMIC INTEGRITY POLICY/EXAMINATION REGULATIONS

- Please consult Section V (especially sub section B which deals with cheating) of the University of the West Indies, Examination Regulations for First Degrees, Diplomas and Certificates for details of this policy.
- Students are asked to pay special attention to Examination Regulation 19 which states that:

  ‘Any candidate who has been absent from the university for a prolonged period during the year for any reason other than illness or whose attendance at prescribed lecturers, classes, practical classes, tutorial or clinical instructions has been unsatisfactory or who has failed to submit essays or other exercises set by his teachers may be debarred by the relevant Academic Board, on the recommendation of relevant Faculty Board, from taking any University examinations’.

Code of Conduct during Class

The following guidelines facilitate the creation and maintenance of an effective learning environment. All students are expected to adhere to the guidelines throughout the semester.

- Switch off all cellular phones and beepers before the start of each class session
- Be civil at all times. We can disagree without being disagreeable
- Read all assigned materials and attempt all assigned problems before the start of each class
- Participate in class discussions. Question on the subject matter are welcomed at any time
Grading System

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