



**NORTH SOUTH UNIVERSITY**

*Center of Excellence in Higher Education*

*The first private university in Bangladesh*

**School of Business  
Department of Management**

Course Name:	<b>Organizational Management</b>
Course Code & Section No:	MGT 212
Semester:	Summer 2021

INSTRUCTOR & DEPARTMENT INFORMATION	
1. Instructor Name:	Shahid Hossain
2. Office Room	NAC 858
3. Office Hours:	S/T/M/W 9.15 AM – 11.15 AM & 1.00 PM – 2.30 PM (Once campus reopens)
4. Office Phone:	Ext. 1714
5. Email Address:	<a href="mailto:shahid.hossain@northsouth.edu">shahid.hossain@northsouth.edu</a>
6. Department:	Management
7. Links:	North South University Website: <a href="http://www.northsouth.edu">http://www.northsouth.edu</a> School of Business Website: <a href="http://www.northsouth.edu/academic/sob/">http://www.northsouth.edu/academic/sob/</a>

COURSE & SECTION INFORMATION	
Class Time & Location	TBA
Course Prerequisite(s)	Eng 102
Course Credit Hours	3:0
Course Description	This course discusses the methods and concepts of managing a staff, business or organization. Students learn to apply, identify and evaluate functions for private and public organizations and their business structures. This course will incorporate principles of management and organizational behavioral aspects as well.
Learning Objectives	<ul style="list-style-type: none"><li>• To learn and appreciate different management schools of thoughts.</li><li>• To learn the effects of environmental factors on business entities.</li><li>• To learn the basics of four management functions (planning/organizing/leading/controlling)</li><li>• To learn and appreciate various leadership theories.</li><li>• To learn various management terms and concepts.</li></ul>

**Student Learning Outcome:**

Upon successful completion of this course, a student will be able to:

1. To relate specific management approaches that will be applicable in specific situation.
2. To differentiate between internal and external situational factors and how they impact a firm's strategic plan. (this will be demonstrated by students through project paper and through exams)
3. To relate terms and concepts pertaining to four functions of management through exams.
4. To relate and apply various leadership theories in exam setting and through group project.
5. RELATE information generated from secondary data (Such as, information collected for group report)

<b>LEARNING RESOURCES AND TEXTBOOK(S)</b>
---

Author	Title	Edition & Year	Publisher	ISBN
Stephen Robins and Mary Coulter	Management	14 <sup>th</sup> edition, Jan 19, 2017	Pearson	ISBN-13: 978-0134527604

**Other Resources:****Reference Text:**

Robert Kreitner and Carlene M. Cassidy, Management, 12<sup>th</sup> edition, January, 2013 by South-Western, USA. ISBN # 13:978-1111221363

**Journals and Online Magazines:**

Management Today, Harvard Business Review, The Daily Star News.

**Teaching Methods:**

Extensive lectures will be given on every topic followed by real life examples using US and local MNCs. Summary of the lectures will be available through lecture modules. Students are highly encouraged to take notes carefully. The lectures will be highly interactive. Small cases will be analyzed in group setting using workshop format. Students will be encouraged to participate in discussion and share their ideas regarding the case problem.

<b>ASSESSMENT STRATEGY AND GRADING SCHEME</b>
---

Grading tool	Points
Midterm Exam	25%
Final Exam	30%
Group Project	20%
Class Attendance & Participation	5%
Case Analysis/Workshops (2 units)	20%

**Course Syllabus:**

Lecture Series 1	Management & Organization, Management History
Lecture Series 2	Understanding Management's Context: Constraints & Challenges

Lecture Series 3	Managing in a Global Environment
Lecture Series 4	Managing Social responsibilities and ethics
Lecture Series 5	Managers as Decision Makers
Lecture Series 6	Foundations of planning
Lecture Series 7	Strategic Management and Strategic Planning
Lecture Series 8	Basic Organizational Design
Lecture Series 9	Adaptive Organizational Designs
Lecture Series 10	Introduction to Controlling Functions
Lecture Series 11	Motivating Employees
Lecture Series 12	Managing Teams, Groups and Group Dynamics
Lecture Series 13	Managers & Leaders: Theories and influence process
Lecture Series 14	Managers & Communication: Nature and Functions

#### Exam Syllabus:

Midterm Exam           Lecture Series 1 to Lecture Series 7  
Final Exam               Lecture Series 8 to Lecture Series 14

#### Course Plan:

Session 1	Course introduction and Foundations of mgmt. and mgmt. modules
Session 2	Continuation of mgmt modules and special discussion of division of labor
Session 3	Constraints and Challenges for global managers: Environmental Factors
Session 4	Continuation of session 3 and Situational Analysis (External/Internal factor)
Session 5	Managing in a global environment: Part 1 (GATT and WTO/Intl alliances)
Session 6	Managing in a global environment: Part 2 (Modes of Entry)
Session 7	Management's social and ethical responsibilities along with CSR
Session 8	Decision Making : Process/Styles/Conditions
Session 9	Continuation of session 8 and case study 1
Session 10	The basics of planning (Discussion of MNCs' historical strategic mistakes)
Session 11	Session 11 continuation and group formation for Project
Session 12	Managing strategies: Strategic Management and Strategic Planning (mission)
Session 13	Midterm Exam
Session 14	Body of strategic plan (SWOT analysis)
Session 15	Organizing for 21 <sup>st</sup> century and Organizing functions (part 1)
Session 16	Session 15 continuation
Session 17	Foundations of organizational designs
Session 18	Case study 2
Session 19	Discussion of group project and selection of firms for groups
Session 20	Controlling function
Session 21	Motivational Theories and Motivating for Job performance
Session 22	Group dynamics, teamwork, and , managing workgroups
Session 23	Leadership: Theories and influence process
Session 24	Communication and syllabus review.

#### Case Analysis/ Workshop:

This will be in class assignment. Students will form groups of two where they will be assigned a video case to dissect, analyze, interpret, and give decision regarding a problem pertaining to the case. Limited time will be given to complete this assignment and they have to produce a decision in written format within that stipulated time. Students will be allowed to discuss the case with their peers and course instructor further clarification. They need to demonstrate their learning into application in this exercise.

**Group Project/Report:**

Students will form groups of five and will be assigned/select a company in order to prepare a small scale strategic plan for the next three years. Details will be discussed in class and instructions will be given in due time.

**Project Presentation:**

To be announced.

**Exam Formalities:****Online Exam based on MCQs.**

Students will be notified about the exam date in advance and points break down. It could be straight short and broad questions or it can be of multiple choice questions or a combination of both. Instructor will make those decisions in duly fashion and notify the students. Students are to take the exam in due date. There is no scope of makeup exam except for serious causes like death in the family or contagious diseases where a student is ill for considerable number of days. In that case a special permission will be required from the Program Department signed by the Chair of the Management program verifying the cause of makeup exam.

**Due date Policy:**

Every individual report, term paper, etc. are due on the exact due date that will be announced. Failure to meet deadline will cause you lose significant points. Remember! This is an easy course where you can do well if you just try and one of the pre conditions are handing out your assignments on time.

**Class Participation/Class Attendance:**

It means the contribution of a student for the class. It involves being respectful toward the lecturer, fellow students, being careful, positive, and bring lively thoughts for the discussion. And most importantly the attendance will count. Failure to show up in class for more than three times will directly violate the codes of NSU policy.

**Grading Scale:**

NSU standard grading scale will be followed.

**Classroom Rules of Conduct:****During Online Classes:**

Students must keep their camera on all time  
Microphones should be switched off unless asked to switch on

**During Onsite Classes:**

Cell phones must be switched off or in silent mode.  
Cell phones will not be allowed during exam.  
Show respect to your course instructor and to your peers.  
Do not miss deadlines. All your hard works could mean nothing if you are not serious about due dates.  
Cheating in any form will result in a "Fail" grade.

**Students with special needs:**

North South University will provide educational opportunities that ensure fair, appropriate and reasonable accommodation to students who have disabilities/special needs that may affect their ability to participate in course activities or meet course requirements. Students with disabilities are encouraged to contact their instructors to ensure that their needs are met. The University through its Special Need section will exert all efforts to accommodate special needs.

**Final Comments:**

Please understand that your instructor is here to help you, to be with you, and to walk through the difficult steps as long as you co-operate. Instructor of this course will be available for all of you. Feel free to stop by when something bothers you and we will try our level best to help you out. You can always email me, write me, or make an appointment with me when you need me. I will be there for you.

The instructor reserves the right to change the above outline at his discretion.