

Mgt 212 Organizational Management

Management term paper:

Methodology and Limitations:

Executive summary:

This is about one page. You can talk about the company history, profile, financial success etc. A good source to find info here is to start with the annual report/booklet of the company. Most of the companies should have annual reports and you are entitled to get one. So when you visit a company ask for it to the appropriate person.

Mission statement:

Every company, regardless of its size and complexity usually have a mission statement. It is usually one paragraph. Be little fancy and creative here. Use nice language. Don't emphasize too much about the name of your company or the product/service that you offer, rather emphasize how your company relates to the greater good for the society as a whole.

Organogram

Officers of the company (Optional):

Here you can make a chart for five/six key executives of the company. Just write their names, title, and annual salary. If you can't find the salary, then make up the numbers by yourself (in case you make numbers just tell me that they are imaginary).

Situation analysis:

Here you will talk briefly about the internal and external factors of the company. I hope you know the difference between external and internal factors.

SWOT analysis:

Here you will list few strengths, weakness, opportunities, and threats of the company. Be brief but precise. Write about a page may be.

Management issues:

Here you will talk about management issues of your company. Try to find some good things and some bad things about your company. Explain them; point by point in your language.

Objectives:

Here you will list few objectives of your company. You can make up imaginary numbers here. For every objective there must be a strategy. I hope you know the difference between objectives and strategies.

Recommendation:

Conclusion:

Here you will close your case.

Note: There is no single way to write a business paper. Following exactly this format is not enough and it does not guarantee the best grade. Also please keep in mind that your teacher will not negotiate with the

term paper grade. What you get in term paper is what you deserve. You must be creative. You have enough partners with you. Share your ideas with each other. Go above and beyond. Good luck!

NB: Your paper will be rejected right away if any of these occurs:

- Failure to provide with a bibliography (APA, MLA or Harvard Style)

- Less than seven sources

- Less than 15 pages (cover page and bibliography are not included)

- If there is no cover page and table of contents

- If citations are not provided correctly