

**School of Business and Management Sciences / Business Administration (English)**

**2023 - 2024 Academic Year**

**MANAGEMENT and ORGANIZATION**

**Syllabus**

<b>Course Description</b>					
<b>Name</b>	<b>Code</b>	<b>Semester</b>	<b>T+A Hour</b>	<b>Credit</b>	<b>ECTS</b>
MANAGEMENT and ORGANIZATION	BUS1211008	Spring Semester	3+0	3	5
<b>Prerequisites Courses</b>					
<b>Recommended Elective Courses</b>	Organizational Behavior				
<b>Language of Instruction</b>	English				
<b>Course Level</b>	First Cycle (Bachelor's Degree)				
<b>Course Type</b>	Required				
<b>Course Coordinator</b>	Assoc.Prof. Elif BAYKAL				
<b>Name of Lecturer(s)</b>	Assoc.Prof. Candide ULUDAĞ				
<b>Assistant(s)</b>					
<b>Aim</b>	The course focuses on the examination of management theories and the four functions of management—planning, organizing, leading, and controlling to achieve organizational goals				
<b>Course Content</b>	This course contains; Basic concepts related with management and organization,The Interaction between management and the environment,History of Management Thinking- Classical Management,History of Management Thinking- Neo-classical Management,History of Management Thinking- Modern&Postmodern Management,Management Functions- Planning,Planning-Strategic Management,Management Functions- Organizing,Organizing- Human Resources Management,Management Functions- Leading,Leadership,Leading-Motivation and Communication,Management Functions- Controlling,Current Topics in Management.				
<b>Course Learning Outcomes</b>			<b>Teaching Methods</b>	<b>Assessment Methods</b>	
1 Will be able to the student define basic concepts related with management and organization.			16, 9	A	
1.1 The student defines management, managers, managerial skills and roles.					
1.2 The student defines an organization and explain it's existence.					
1.3 The student defines modern management concepts.					
2 Will be able to the student explain the environment-management interaction.			16, 9	A	
2.1 The student explains general environment and the effects of it's dimensions on management.					
2.2 The student discusses task environment and the effects of it's dimensions on management.					
2.3 The student evaluates internal environment and the significance of its dimensions on management.					
3 Will be able to the student analyze the historical evolution of management thinking.			16, 9	A	
3.1 The student explains classical management theory in terms of it's pioneers and it's assumptions					
3.2 The student defines neo-classical management theory in relation to scientific researches and it's pioneers.					
3.3 The student compares modern management theories.					
3.4 The student discusses the postmodern management concepts and techniques.					
4 Will be able to the student discuss the planning function and its related processes.			16, 4	A	
4.1 The student defines concepts related with the function of planning.					
4.2 The student summarises the stages of the decision making process.					
4.3 The student explains strategic management and its assumptions.					
4.4 The student designs competitive strategies by making a SWOT analysis.					
5 Will be able to the student compares the organizational structures.			16, 9	A	
5.1 The student explains the principles of organizing.					
5.2 The student analyses the traditional (functional and divisional) organizational structures.					
5.3 The student compares modern (matris) organizational structures with traditional structures.					
5.4 The student discusses the features of contemporary (team-based and network) structures and their importance for current businesses.					
6 Will be able to the student discuss the significance of human resources management on organizing.			16, 9	A	
6.1 The student explains the place and the effectiveness of human resources management in the organizational design.					
6.2 The student describes the effects of human resources management's functions on organizational design.					
6.3 The student discusses the interaction between organizing and human resources management.					
7 Will be able to the student analyses the leading function in terms of leadership and motivation theories.			16, 9	A	
7.1 The student explains the development of leadership concept in terms of leadership theories.					
7.2. The student discusses the importance of motivation in leadership through motivation theories.					
7.3 The student describes the significance of communication in leading.					
<b>Teaching Methods</b>	16: Question - Answer Technique, 4: Inquiry-Based Learning, 9: Lecture Method				
<b>Assessment Methods</b>	A: Traditional Written Exam				
<b>Lecture Schedule</b>					
<b>Sequence</b>	<b>Topics</b>	<b>Preliminary Preparation</b>			
1	Basic concepts related with management and organization				
2	The Interaction between management and the environment	Students are required to read the related chapter in their text books.			
3	History of Management Thinking- Classical Management	Students are required to read the related chapter in their text books.			
4	History of Management Thinking- Neo-classical Management	Students are required to read the related chapter in their text books.			
5	History of Management Thinking- Modern&Postmodern Management	Students are required to read the related chapter in their text books. They also have to read the related case and discuss its relation to the topics discussed in the lectures.			
6	Management Functions- Planning	Students are required to read the related chapter in their text books. They also have to read the related case and discuss its relation to the topics discussed in the lectures.			

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<b>Lecture Schedule</b>		
<b>Sequence</b>	<b>Topics</b>	<b>Preliminary Preparation</b>
7	Planning- Strategic Management	Students are required to read the related chapter in their text books. They also have to read the related case and discuss its relation to the topics discussed in the lectures.
8	Management Functions- Organizing	Students are required to read the related chapter in their text books.
9	Organizing- Human Resources Management	Students are required to read the related chapter in their text books. They also have to read the related case and discuss its relation to the topics discussed in the lectures.
10	Management Functions- Leading	Students are required to read the related chapter in their text books. They also have to read the related case and discuss its relation to the topics discussed in the lectures.
11	Leadership	Students are required to read the related chapter in their text books. They also have to read the related case and discuss its relation to the topics discussed in the lectures.
12	Leading-Motivation and Communication	Students are required to read the related chapter in their text books. They also have to read the related case and discuss its relation to the topics discussed in the lectures.
13	Management Functions- Controlling	Students are required to read the related chapter in their text books.
14	Current Topics in Management	Students are required to read the related chapter in their text books.
<b>Evaluation Methods</b>		<b>Weight(%)</b>
(Midterm Exam) Written Examination		100
Midterm Exam		40
(General Exam) Written Examination		100
General Exam		60

**Resources**

-Robbins, S. & Coulter, M. Fundamentals of Management. Upper Saddle River, NJ:Pearson.  
-Daft. R. & Benson. Management. Cengage Learning.  
-Lectures, course presentations  
-Thomas S. Bateman ve Scott A. Snell (2016). Yönetim. (Ed.Senem Besler&Cihat Erbil). Nobel Kitapevi. -Tamer Koçel (2015). İşletme Yöneticiliği (Yönetim ve Organizasyon - Organizasyonlarda Davranış - Klasik, Modern, Çağdaş ve Güncel Yaklaşımlar), Beta Yayınevi. -Weekly/monthly business and economics journals