

## Management 管理學

Instructor:

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Teaching Assistant

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### Course Description

- The course will introduce the roles of manager and reason why we need to learn management
- The course contents feature change management, planning, entrepreneurship, organization dynamics and operation management
- Students will be tasked to assess industrial technological innovations

### Reference and Reading materials:

- Robbins S.P. and Coulter M. (2018), *Management* (14<sup>th</sup> Ed), Pearson Education: Harlow
- Case studies (will be recommended)

### Grade Breakdown:

Test	(50% of final grade)
Mid-term	25%
Final	25%
Group Project	(20% of final grade)
Presentation	20%
Participation	(30% of final grade)
Participation (In class/ Online)	20%
Attendance	10%

### Course overview (Tentative):

Week	Date	Content	Students' presentation
1	13/9	Introduction to Management - Why study management - Management functions	
2	20/9	Decision Making - Decision making process - Approaches - Biases and errors	

3	9/27	Global management - Global trade environment Managing in a global environment	
4	10/4	Socially conscious management - Workplace diversity - Social responsibility - Ethical Behaviour	
5	10/11	Managing change - The change process - Managing change - Innovation	
6	10/18	Guest lecture	
7	10/25	Mid term test	
8	11/01	Strategic planning - The what and why - Corporate strategies - Competitive strategies	3 teams
9	11/08	Fostering entrepreneurship - The context - Start-up	3 teams
10	11/15	No class: Sports day	
11	11/22	Organization design - The elements - Organic structure - Design options	3teams
12	11/29	Human resource management - The importance of HR - Selection process - Skill and knowledge	3 teams
13	12/06	Leadership - Theories - Views on leadership	3 teams
14	12/13	Controlling activities and operation - The control process - Resources allocation techniques	3 teams
15	12/20	Test (Final)	
16	12/27	Re-cap	
<i>Week 17 and 18- period for self-study</i>			