

Course Syllabus

1.	Course title	Principles of Management	
2.	Course number	1601102	
3.	Credit hours	3	
	Contact hours (theory, practical)	3	
4.	Prerequisites/corequisites	-	
5.	Program title	Undergraduate course	
6.	Program code	10	
7.	Awarding institution	The university of Jordan	
8.	School	Business Management	
9.	Department	Business Management	
10.	Course level	Undergraduate course	
11.	Year of study and semester (s)	2023/2024	
12.	Other department (s) involved in teaching the course	-	
13.	Main teaching language	English	
14.	Delivery method	<input checked="" type="checkbox"/> Face to face learning <input type="checkbox"/> Blended <input type="checkbox"/> Fully online	
15.	Online platforms(s)	<input checked="" type="checkbox"/> Moodle <input checked="" type="checkbox"/> Microsoft Teams <input type="checkbox"/> Skype <input type="checkbox"/> Zoom <input type="checkbox"/> Others.....	
16.	Issuing/Revision Date	October 2023	



17. Course Coordinator:

Name: Dr. Niveen Alsayyed.

Contact hours: 10:30 – 11:30 Sun, Tue, Thu.

Email: n.alsayyed@ju.edu.jo

18. Other instructors:

Name: Dr Ziad Al-Kalha

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Name: Dr. Ala'a Azzam

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19. Course Description:

As stated in the approved study plan.

This course explores the topic of management in terms of current management concepts, trends and practices and the historical foundations and development of management thought. The course introduces the student to many management concepts such as: organizations, managers and their levels, types, roles and skills, organizational and managerial performance, performance effectiveness and efficiency, the external and internal environment, competitive advantage, environmental uncertainty and complexity, business sustainability and innovation while highlighting and exploring the four main management functions (i.e. planning, organizing, leading and controlling).

20. Course aims and outcomes:

A- Aims:

Understand what is management, who is a manager, what is organization

Understanding the history of management

Understanding the planning and goal setting function

Understanding organizing function and structure

Understanding leading function and types of leadership

Understanding controlling function and process

B- Students Learning Outcomes (SLOs):

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

SLOs SLOs of the course	SLO (1) Examine the main concepts, principles and theories associated with business management and discuss a substantial body of subject-based knowledge of business.	SLO (2) Apply problem solving, critical thinking and decision-making skills to solve problems related to business management and recommend further actions.	SLO (3) Develop intellectual and transferrable personal and communication skills applicable to further study and careers.	SLO (4) Design a clearly written, concise business model analyses, and deliver clear, well organized, persuasive oral presentations.
1 To Defining manager, management and organizing	*			
2 To Understand the history of management	*			
3 To Understand the planning and goal setting function	*	*		
4 To Describe organizing function and structure	*		*	
5 To Identify leading function and types of leadership	*		*	
6 To Explain controlling function and process	*		*	

21. Topic Outline and Schedule:

Week	Lecture	Topic	Intended Learning Outcome	Learning Methods (Face to Face/Blended/ Fully Online)	Platform	Synchronous / Asynchronous Lecturing	Evaluation Methods	Resources
1	1 -3	Introduction	1	Face to Face	Moodle	Synchronous	Exams, In-Class Participation and Quizzes	Main Textbook
2	2.1	Managers and You in the Workplace	1	Face to Face	Moodle	Synchronous	Exams, In-Class Participation and Quizzes	Main Textbook
	2.2	Managers and You in the Workplace	1	Face to Face	Moodle	Synchronous	Exams, In-Class Participation and Quizzes	Main Textbook
	2.3	Managers and You in the Workplace	1	Face to Face	Moodle	Synchronous	Exams, In-Class Participation and Quizzes	Main Textbook
3	3.1	Management History Module	2	Face to Face	Moodle	Synchronous	Exams, In-Class Participation and Quizzes	Main Textbook
	3.2	Management History Module	2	Face to Face	Moodle	Synchronous	Exams, In-Class Participation and Quizzes	Main Textbook
	3.3	Management History Module	2	Face to Face	Moodle	Synchronous	Exams, In-Class Participation and Quizzes	Main Textbook
4	4.1	Management History Module	2	Face to Face	Moodle	Synchronous	Exams, In-Class Participation and Quizzes	Main Textbook
	4.2	Management History Module	2	Face to Face	Moodle	Synchronous	Exams, In-Class	Main Textbook

							Participation and Quizzes	
	4.3	Management History Module	2	Face to Face	Moodle	Synchronous	Exams, In-Class Participation and Quizzes	Main Textbook
5	5.1	Planning and Goal setting	3	Face to Face	Moodle	Synchronous	Exams, In-Class Participation and Quizzes	Main Textbook
	5.2	Planning and Goal setting	3	Face to Face	Moodle	Synchronous	Exams, In-Class Participation and Quizzes	Main Textbook
	5.3	Planning and Goal setting	3	Face to Face	Moodle	Synchronous	Exams, In-Class Participation and Quizzes	Main Textbook
6	6.1	Planning and Goal setting	3	Face to Face	Moodle	Synchronous	Exams, In-Class Participation and Quizzes	Main Textbook
	6.2	Planning and Goal setting	3	Face to Face	Moodle	Synchronous	Exams, In-Class Participation and Quizzes	Main Textbook
	6.3	Planning and Goal setting	3	Face to Face	Moodle	Synchronous	Exams, In-Class Participation and Quizzes	Main Textbook
7	7.1	Organization Design	4	Face to Face	Moodle	Synchronous	Exams, In-Class Participation and Quizzes	Main Textbook
	7.2	Organization Design	4	Face to Face	Moodle	Synchronous	Exams, In-Class Participation and Quizzes	Main Textbook
	7.3	Organization Design	4	Face to Face	Moodle	Synchronous	Exams, In-Class Participation and Quizzes	Main Textbook

8	8.1	Organization Design	4	Face to Face	Moodle	Synchronous	Exams, In-Class Participation and Quizzes	Main Textbook
	8.2	Organization Design	4	Face to Face	Moodle	Synchronous	Exams, In-Class Participation and Quizzes	Main Textbook
	8.3	Organization Design	4	Face to Face	Moodle	Synchronous	Exams, In-Class Participation and Quizzes	Main Textbook
9	9	Mid-Term Exam	1-2	Face to Face	Moodle	-	In- Class	Main Textbook
10	10.1	Leadership	5	Face to Face	Moodle	Synchronous	Exams	Main Textbook
	10.2	Leadership	5	Face to Face	Moodle	Synchronous	Exams	Main Textbook
	10.3	Leadership	5	Face to Face	Moodle	Synchronous	Exams	Main Textbook
10	10.1	Leadership	5	Face to Face	Moodle	Synchronous	Exams	Main Textbook
	10.2	Leadership	5	Face to Face	Moodle	Synchronous	Exams	Main Textbook
	10.3	Leadership	5	Face to Face	Moodle	Synchronous	Exams	Main Textbook
11	11	Second Exam	3	Face to Face	Moodle	-	In- Class	Main Textbook
12	12.1	Controlling Activities and Operations	5	Face to Face	Moodle	Synchronous	Exams	Main Textbook
	12.2	Controlling Activities and Operations	5	Face to Face	Moodle	Synchronous	Exams	Main Textbook
	12.3	Controlling Activities and Operations	5	Face to Face	Moodle	Synchronous	Exams	Main Textbook
13	13.1	Controlling Activities and Operations	5	Face to Face	Moodle	Synchronous	Exams	Main Textbook

	13.2	Controlling Activities and Operations	5	Face to Face	Moodle	Synchronous	Exams	Main Textbook
	13.3	Controlling Activities and Operations	5	Face to Face	Moodle	Synchronous	Exams	Main Textbook
14	14	Revision	1-6	Face to Face	Moodle			
15	15	Second Exam	1-6	Face to Face	Moodle	-	In- Class	Main Textbook

22. Evaluation Methods:

Opportunities to demonstrate achievement of the SLOs are provided through the following assessment methods and requirements:

Evaluation Activity	Mark	Topic(s)	SLOs	Period (Week)	Platform
Quiz	15				In campus
Exam	30				In campus
Final Exam	50				In campus
Participation	5				Quiz

23. Course Requirements (e.g.: students should have a computer, internet connection, webcam, account on a specific software/platform...etc.):

Students should have personal computers or smart phone in addition to activate their JU accounts.

24. Course Policies:

A- Attendance policies:

Students should attend two live classes every week at least during the semester via Microsoft Teams. Failing to meet this requirement will be dealt with according to the university disciplinary rules.

B- Absences from exams and handing in assignments on time:



Students should not miss their exam except under extreme circumstances. They are then asked and to produce evidence as an excuse for their absence signed by the assistant Dean for students' affairs.

Students should submit their assignments on dates set by their class Professor.

C- Honesty policy regarding cheating, plagiarism, misbehavior:

All the assignments and work submitted by the student must be his or her own. All actions of academic dishonesty including cheating, plagiarism or helping other students in such actions will be dealt with strictly in accordance with the university regulations.

D- Grading policy:

Based on the University's grading policy

E- Available university services that support achievement in the course:

Available university services.

25. References:

A- Required book(s), assigned reading and audio-visuals:

S. Robbins and M. Coulter (2017), Management, 14th edition, Pearson.

26. Additional information:

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Name of Course Coordinator: Dr. Niveen ALSayyed Signature: Niveen Alsayyed Date: October 2023

Head of Curriculum Committee/Department: ----- Signature: -----

Head of Department: ----- Signature: -----

Head of Curriculum Committee/Faculty: ----- Signature: -----

Dean: -----Signature: -----