MGT 101 Fundamentals of Management

# Course Syllabus for the first semester 1432/1433h

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| **Instructor** | **Randa Alyafi, Ph.D** | **Mrs. Hazami Halwani 3** | | | **Mrs. Ghadeer A. AlSanie** | **Ms. Mashael Alkelabi** | | **Mrs. Lubna Javed** | |
| **Section** | 24163 | 24156 | 24162 | 24158 | 27240 | 24161 | 24157 | 24160 | 27241 |
| **Class Hours** | Sat (11-12)  Mon (11-12)  Wed (11-12) | Sat (9-10)  Mon (9-10)  Wed (9-10) | Sat (10-11)  Mon (10-11)  Wed (10-11 | Sat (11-12)  Mon (11-12)  Wed (11-12) | Sunday (8-11) | Sat (9-10)  Mon (9-10)  Wed (9-10) | Sat (10-11)  Mon (10-11)  Wed (10-11) | Sat (8-9)  Mon(8-9)  Wed (8-9) | T (8-11) |
| **Classroom** | D/13 | C6 | D3 | B13 | D/2 | D/1 | C/3 | B/13 | A/16 |
| **Mgtlab course ID** | CRSCD3P-447955 | CRSCDIU-634157 | CRSCD4N-634158 | CRSCDRN-449228 | **CRSCDAG-257359** | CRSCD4U-449227 | CRSCD9W-257361 |  |  |
| **Office Hours** | Sat (8-9)  Sun (8-10)  Mon (8-9)  Wed (8-9) | Sat (8-9)  Sun (9-11/2-3)  Mon (8-9)  Wed (8-9) | | | Sat (10-11, 12-1)  Mon (10-11, 12-1)  Wed (10-11, 12-1) | Sat (1-2)  Sun (1-2)  Mon (1-2)  Wed (12-2) | | Sat (10-11, 12-1)  Mon (10-11, 12-1)  Wed (10-11, 12-1) | |
| **Office location** | Bldg16, 1st fl, R **28**  Gray Corridor | Bldg16, 1st fl, R **36**  Gray Corridor | | | Bldg16, 1st fl, R  Gray Corridor | Bldg16, 1st fl, R **26**  Gray Corridor | | Bldg16, 1st fl, R  Gray Corridor | |
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| **Website** | **Faculty.ksu.edu.sa/**  **randa** | **Faculty.ksu.edu.sa/**  **hhalwani** | | | **Faculty.ksu.edu.sa/**  **ghadeer** | **Faculty.ksu.edu.sa/ MAlkelabi** | | **Faculty.ksu.edu.sa/** | |

# Course Objectives:

This course is basically designed to orient the students to study of business, and management. It is designed to achieve the following objectives:

* To familiarize students with the basic concepts of Business Administration
* To increase students' awareness of the importance of understanding management's concept to their careers as BM professionals and to their life in general.
* To enhance the student's ability in understanding diverse business operations.

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* Finally, it is expected that the course would help the students to make a more informed choice while selecting their future educational path.

To achieve the above mentioned objectives the following activities will take place:

1. Students will engage in bi-weekly discussion on integrative chapter skills sections to increase students' ability to operate in a team environment.
2. Students will use on-line resources referenced in the textbook and in PowerPoint Slides to explore business issues in popular cases.

# Textbook:

* Robbins, Decenzo, & Coulter. (2011). FUNDEMENTALS **OF MANAGEMENT, ESSENTIAL CONCEPTS AND APPLICATION**. 7th global ed. Pearson Education, UK.
* [www.mymangementlab.com](http://www.mymangementlab.com)

# Assessment

|  |  |  |
| --- | --- | --- |
| **Activity** | **Grade** | **Description** |
| Participation | 5% |  |
| Case Study | 6% |  |
| Quizzes | 24% | Will be assigned on-line after selected chapters (except for one quiz will be in class) for a maximum of 4 quizzes |
| Midterm | 25% | Date: Tuesday 27/11/1432 = 25/10/2011 (2:00-3:00pm) |
| Final | 40% |  |
| Sum | 100% |  |

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# Business 101 Fall Semester 1432-1433h

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| --- | --- | --- | --- |
| **Week** | **Date** | **Topic** | **Activity** |
| **1** | **12/10** | Registration Week |  |
| **2** | **19/10** | General introduction & Ch 1 |  |
| **3** | **26/10** | History Module |  |
| **4** | **3/11** | Ch 2 | On-line Quiz (ch 1) |
| **5** | **8/10** | Ch 4 |  |
| **6** | **17/11** | Ch 4 |  |
| **7** | **24/11** | **MIDTERM Sunday 25/11/1432 = 23/10/2011 (2:00-3:00pm)** | |
| **8** | **2/12** | Ch 3 |  |
| **9** | **Eid AlAdha Break** | | |
| **10** | **16/12** | Ch 5 |  |
| **11** | **23/12** | Ch 5 | On-line Quiz (ch 5) |
| **12** | **2/1** | Ch 8 (Selected Definitions) | Case Study |
| **13** | **9/1** | Ch 11 (Power Points) |  |
| **14** | **16/1** | Ch 13 | In-class Quiz (ch 8 & 11) |
| **15** | **23/1** | Ch 13 | On-line Quiz (ch 13) |
| **16** | **1/2** | **Make up exam from ch 1-5 on Mod 3/2/1433 = 26/12/2011** |  |
| **17** | **6/2** | **Final Examinations** | |

***Best wishes***