Principles of Management

Module Code: OIM4006-B
Academic Year: 2018-19
Credit Rating: 20
School: School of Management
Subject Area: Operations and Information Management
FHEQ Level: FHEQ Level 4

Pre-requisites:
Co-requisites:

Contact Hours

<table>
<thead>
<tr>
<th>Type</th>
<th>Hours</th>
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<tbody>
<tr>
<td>Lectures</td>
<td>24</td>
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<tr>
<td>Tutorials</td>
<td>24</td>
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<tr>
<td>Directed Study</td>
<td>152</td>
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Availability Periods

<table>
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<tr>
<th>Occurrence</th>
<th>Location/Period</th>
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<tr>
<td>ONA</td>
<td>College of Banking and Financial Studies, Oman / Academic Year (Sept -</td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td>BDA</td>
<td>University of Bradford / Academic Year (Sept - May)</td>
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Module Aims
1. To develop understanding of management and its role in organisations.
2. To develop awareness of a range of key factors that impact upon and influence an organisation's performance.
3. To develop awareness of the assumptions and approaches which underpin different theoretical perspectives for studying management and organisations.
4. To understand what is required to contribute ethically and sustainably through positive engagement in organisations.
5. To develop and apply skills for academic purposes and to prepare you for your future career

**Outline Syllabus**

The fundamentals of Management and Managers.
Accessing electronic resources in Business and Management
Principles of reasonable, ethical and sustainable organisations and their management and organisations.
The levers of management: people, systems and processes and how these can influence individual and organisational performance including groups and managing teams
Handling, analysing and interpreting management information.
Factors influencing management and organisational effectiveness.
Tools and techniques used by managers in practice.
Business Visit
Developing academic writing skills

**Module Learning Outcomes**

*On successful completion of this module, students will be able to...*

1. **Demonstrate an understanding of key management concepts and theories.**
   1.1 Understand and apply the skills required for successful study in Higher Education in your future career

2. **Explain the roles of individuals in organisations and their potential impact on organisational success.**
   2.1 Apply evidence based arguments to management problems.
   2.2 Address ethical and sustainability concerns with respect to management practice.
   2.3 Use data to evaluate performance in organisations.

3. **Understand and apply a range of principles of effective team working**
   3.1 Evaluate your own and others roles in organisations.
   3.2 Understand and apply a range of principles of effective team working
   3.3 Apply employability related psychometric tests and prepare a personal CV and action plan that effectively supports a relevant job application.

**Learning, Teaching and Assessment Strategy**

Formal taught sessions will be supported by online resources and specific support from the sponsoring organisation as appropriate. A series of seminar workshops will develop and test understanding of management & organisations. These require advance preparation and include videos, case studies, short lectures, and exercises that will provide opportunities to develop skills of analysis and debate. LO 1.1, 1.2, 2.1, 2.2, 2.3. Directed study and work based tasks will build on these workshops to encourage you to extend your knowledge through independent reading and research. LO 3.1 and 3.2. For assessment you will develop a portfolio, with a reflective account, containing work based tasks and exercises that have the potential to demonstrate all the. LO 1.1, 1.2, 2.1, 2.2, 2.3, 2.4, 3.1, 3.2,. Feedback will be provided on an ongoing basis throughout the workshops and through formative and summative assessment of portfolio tasks. Some of the tutorial sessions will be online.
Mode of Assessment

<table>
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<tr>
<th>Type</th>
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<th>Description</th>
<th>Length</th>
<th>Weighting</th>
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<tr>
<td>Summative</td>
<td>Presentation</td>
<td>Presentation on an agreed aspect of business and management</td>
<td>15 minutes</td>
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<td>Summative</td>
<td>Examination - closed book</td>
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<td>Coursework</td>
<td>Company visit report, CV and covering letter</td>
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<td>Coursework</td>
<td>Reflective Account</td>
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Legacy Code (if applicable)

Reading List
To view Reading List, please go to rebus:list.