

表二

104 學年度 商 學院 英語授課課程大綱

<p>課程名稱 Course Title</p> <p><input type="checkbox"/> 模組 <input checked="" type="checkbox"/> 個別</p>	<p>(中文) 管理學</p> <p>(英文) Management</p>
<p>課程目標 Course Objectives</p>	<ol style="list-style-type: none"> 1. To introduce the theories and practice of management. 2. To explore the various facets of Management. 3. To educate students in the state-of-the-art management practices and concepts 4. To train students with the necessary knowledge and leadership skills 5. To prepare students to become socially responsible adults and competent professionals with management.
<p>課程大綱 Course Description</p>	<p>Introduction to Management and Organizations Managers and Management Evolution of Management History Management Environment Foundations of Decision Making Foundations of Planning Organizational structure and culture Managing Human Resource Managing change and innovation Managing work teams Motivating and Rewarding Employees Leadership and trusts Controlling</p>
<p>上課進度 Weekly Course Schedule</p>	<ol style="list-style-type: none"> 1. Course Orientation/Grouping/Getting to know each other 2. Introduction to Management and Organizations/Managers and Management Ch1 3. Management Environment/Managerial issues Ch2, Ch3 Group 1 4. Foundations of Decision Making Ch4 Group 2 5. Foundations of Planning Ch5 Group 3 6. Business Ethics 7. Organizational structure and design Ch6 Group 4 8. Managing Human Resource Ch7 Group 5 9. Managing change and innovation Ch8 Group 6 10. Invited Lecture 11. Managing work teams Ch10 Group 7 12. Motivating and Rewarding Employees Ch11 Group 8 13. Leadership and trusts Ch12 Group 9 14. Foundations of control Ch 14 Group 10 15. Overall Review 16. Final Exam

<p>教學方式 Instructional Method</p>	<p>Lecture/group project /Interactive discussion /invited lectures/case teaching</p>
<p>課程要求 Course Requirements</p>	<p>Name Card Everyone should prepare a student card for the class, including the following information: Name, student number, picture, country and city, mother language, three most important achievements. (Fill personal data in the student card and attached with a 2-inch photo)</p> <p>Group Project - The project assignment is conducted by group efforts. Each group is composed of 4-5 students. - Introduce any company in your mother country. Including at least the following information: >The background of the company. >Why the company is so special that worth to know? >What are the key management issues of the company? - Submit it by groups in both electronic file and hard copy (with cover sheet) on the assigned date of presentation. - Presentation of group assignment includes: Presentation for 30 minutes, O&A for 15 minutes - Late submission of project assignment will NOT BE ACCEPTED.</p> <p>Group Project Feedback - Every student should fill a sheet for each group's report.</p> <p>Course requirements 1.You will be failed to get the credit if you are ABSENT for MORE THAN THREE TIMES. 2.Attendance is compulsory. Students are expected to attend each session of this course, arriving on time. 3.The use of laptop and smart phone is not allowed during the class unless the instructor asks for. You will be regarded as "ABSENCE" if you use laptop during the class. 4.Switch voice-off for your cellular phones. 5.No entry for late attendance (10 minutes) for the invited lecture and final exam. 6.Students will have read the reading materials prior to the appropriate class in which it will be related or discussed. 7.Students are expected to perform aggressive participation in each class discussion by arising interesting questions, articulating positive critique, and giving feedback. In some occasions, the instructor will make cold calls to ensure students' efforts on the course. 8.Students are expected to perform collaborative participation in the group assignment.</p>

表單編號：QP-T02-07-14

保存年限：10 年

評量方式 Evaluation	Absence 30% Participation and discussion quality 20% Group project 20% Group project feedback 10% Final Exam 20%
教材及參考書目 Textbooks & Suggested Materials	

申請教師簽章：

企管系
系主任 黃家齊

開課單位主管簽章：

企管系
系主任 黃家齊