

课程详述

COURSE SPECIFICATION

以下课程信息可能根据实际授课需要或在课程检讨之后产生变动。如对课程有任何疑问，请联系授课教师。

The course information as follows may be subject to change, either during the session because of unforeseen circumstances, or following review of the course at the end of the session. Queries about the course should be directed to the course instructor.

1.	课程名称 Course Title	管理学 Management
2.	授课院系 Originating Department	商学院 College of Business 信息系统与管理工程系 Department of Information Systems & Management Engineering
3.	课程编号 Course Code	EBA106
4.	课程学分 Credit Value	3
5.	课程类别 Course Type	专业基础课 Major Foundational Course
6.	授课学期 Semester	春季 & 秋季 Spring & Fall
7.	授课语言 Teaching Language	英文 English
8.	授课教师、所属学系、联系方式 (如属团队授课, 请列明其他授课教师) Instructor(s), Affiliation & Contact (For team teaching, please list all instructors)	罗源昆 Yuankun Luo 信息系统与管理工程系 Department of Information Systems & Management Engineering luoyk3@sustech.edu.cn
9.	实验员/助教、所属学系、联系方式 Tutor/TA(s), Contact	待公布 To be announced
10.	选课人数限额(可不填) Maximum Enrolment (Optional)	

11. 授课方式 Delivery Method	讲授 Lectures	习题/辅导/讨论 Tutorials	实验/实习 Lab/Practical	其它(请具体注明) Other (Please specify)	总学时 Total
学时数 Credit Hours	48	0	0	0	48
12. 先修课程、其它学习要求 Pre-requisites or Other Academic Requirements	无 None				
13. 后续课程、其它学习规划 Courses for which this course is a pre-requisite	无 None				
14. 其它要求修读本课程的学系 Cross-listing Dept.	无 None				

教学大纲及教学日历 SYLLABUS

15. 教学目标 Course Objectives

This course will guide students to explore the real business world, understand organizations and management activities by equipping them with basic knowledge and tools. Along with concepts and principles of management taught in class, up-to-date business cases will also be introduced and analyzed in accordance with each section. The main objective is to provide a comprehensive introduction to the overall field of management. That base then serves as a foundation upon which students can base their future studies in more detailed areas of management.

本课程将引导学生通过对基础管理学知识和工具的学习，探索真实的商业世界，了解组织和管理活动。课堂上除了管理学概念和原理的教授，还将结合各章节知识点对最新的商业案例进行讲述和解析。本课程的主要目的是为学生提供对于管理学领域一个全面的概述，这也是学生在未来聚焦于管理学细分领域进一步学习的基础。

16. 预达学习成果 Learning Outcomes

1. Understand what management is about;

了解管理学是什么、包括什么；

2. Understand the four basic functions of management: planning, organizing, leading and controlling;

了解管理学的四种基本功能：计划、组织、领导和控制；

3. Develop skills of critical thinking, evaluation and analysis;

锻炼批判性思考、评估和分析的能力；

4. Have a general familiarity and understanding of real-world management issues.

熟悉并了解现实中与管理相关的问题。

17. 课程内容及教学日历 (如授课语言以英文为主, 则课程内容介绍可以用英文; 如团队教学或模块教学, 教学日历须注明主讲人)

Course Contents (in Parts/Chapters/Sections/Weeks. Please notify name of instructor for course section(s), if this is a team teaching or module course.)

Part 1: Introduction 引言

Section 1: Introduction of Management 管理学导论

Section 2: History of Management 管理学历史沿革

Section 3: Organizational Environments and Cultures 组织环境与文化

Section 4: Ethics 商业道德与伦理

Part 2: Planning 计划

Section 5: Organizational Planning 组织计划

Section 6: Decision Making 决策

Section 7-8: Organizational Strategy 组织战略

Section 9: Organizational Innovation 组织创新

Section 10: Organizational Change 组织变革

Section 11: Global Management 全球环境下的管理

Section 12: Mid-term Quiz 期中测验

Part 3: Organizing 组织

Section 13: Organizational Structure and Design 组织结构及设计

Section 14: Managing Work Teams 团队管理

Section 15: Human Resource Management 人力资源管理

Section 16: Managing Diversity 管理多样性

Part 4: Leading 领导

Section 17: Communication 沟通管理

Section 18: Motivation 员工激励

Section 19: Leadership 成为有效领导者

Part 5: Controlling 控制

Section 20: Control 监管和控制

Section 21: Managing Information, Service and Manufacturing Operations 信息、服务与制造运营管理

Section 22: Conflicts and Negotiations 冲突与协商

Part 6: Summary 课程总结

Section 23: Team Presentation 课程团队展示

Section 24: Revision 复习

18. 教材及其它参考资料 Textbook and Supplementary Readings

MGMT 11e Principles of Management by Chuck Williams, Cengage Learning,
<http://cengagetrc.cnperreading.com/course/0dd836b0896864d7aa04e05b2f017e20>

Management by Stephen P. Robbins, Mary A. Coulter



课程评估 ASSESSMENT

19.	评估形式 Type of Assessment	占考试总成绩百分比 % of final score		违纪处罚 Penalty	备注 Notes
平时表现 Participation	出勤 Attendance	35	15		
	作业 Assignments		20		
课程团队项目 Team Project	团队展示 Team Presentation	25	10		
	团队报告 Team Report		15		
考试 Exam	期中考试 Mid-Term Quiz	40	10		
	期末考试 Final Exam		30		
	其它 (可根据需要改写以上评估方式) Others (The above may be modified as necessary)				

20. 记分方式 GRADING SYSTEM

- A. 十三级等级制 Letter Grading
 B. 二级记分制 (通过/不通过) Pass/Fail Grading

课程审批 REVIEW AND APPROVAL

21. 本课程设置已经过以下责任人/委员会审议通过
 This Course has been approved by the following person or committee of authority

