Subject Code	MM5112
Subject Title	Organization and Management
Credit Value	3
Level	5
Normal Duration	1-semester
Pre-requisite/ Co-requisite/ Exclusion	**Exclusion**: Managing Organizations and People (MM511 or MM5117 or MM5119)
Objectives	This course aims to introduce students to concepts and practices of the four basic management functions of planning, organizing, leading and controlling. It aims to facilitate students to acquire a good grounding for further studies in more specialized management subjects, and to apply theories to practice in becoming more effective managers.
Intended Learning Outcomes	Upon completion of the subject, students will be able to: a. practice the four basic management functions of planning, organizing, leading and controlling, and managerial ethics; b. apply theories to diagnose and solve entrepreneurial and organisational issues; c. synthesize new ideas from various sources, with a consideration of the implications of technology.
Subject Synopsis/ Indicative Syllabus	**Managing Organizations and People: An Overview** Definitions of management, organization and organizational behaviour. History of management. The organization environment. International management. Contemporary management issues. **Decision Making** Models of management decision making. Managerial ethics and social responsibility. **Management Functions** The planning process and strategic planning. The organizing process and organizational structures. The leading process and people management. The controlling process and controlling techniques. **People Management Skills** Group and team dynamics. Leadership models. Communication models. Conflict resolution models. The management of corporate values and culture. Management of change and organizational development.
Teaching/Learning Methodology	Lectures are used to impart management and organizational concepts which are explored in greater detail via case studies. Students will learn management skills through participative experiential class exercises. Synthesis and application of knowledge are assessed by means of presentation, essays and examination.

Assessment Methods in Alignment with Intended Learning Outcomes	Specific assessment methods/tasks	% weighting	Intended subject learning outcomes to be assessed (Please tick as appropriate)			
			a.	b.	c.	
	Continuous Assessment*	**50%**				
	1. Individual paper and/or class participation	25%	✓		✓	
	2. Group presentation and/or projects	25%	✓	✓		
	Examination	**50%**	✓	✓	✓	
	Total	100 %				

Weighting of assessment methods/tasks in continuous assessment may be different, subject to each subject lecturer.

To reflect the significant technology content in this subject, 10% (or more) of the overall weighting of this subject is based on individual assessment concerning technology-related knowledge.

To pass this subject, students are required to obtain Grade D or above in the overall subject grade.

Explanation of the appropriateness of the assessment methods in assessing the intended learning outcomes: the various methods are designed to ensure that all students taking this subject –

1. engage in case-study group projects to apply theories to practice;

2. write an individual paper that explores a certain topic/area of management in greater depth and/or participate in class discussions and activities to practice analytical and critically thinking; and

3. take a closed-book exam to demonstrate conceptual and analytical skills by presenting arguments for and/or against certain topics based on theories, and if and when appropriate, taking circumstantial practicalities into consideration.

Feedback is given to students immediately following the presentations and all students are invited to join this discussion.

Student Study Effort Expected	Class contact:	
	▪ Lectures	39 Hrs.
	Other student study effort:	
	▪ Preparation for lectures	39 Hrs.
	▪ Preparation for assignment / group project and presentation / examination	39 Hrs.
	Total student study effort	117 Hrs.

Reading List and References	**Recommended Textbooks** Bateman, T. S., and Konopaske, R. (2021). *Management: Leading & collaborating in a competitive world* (14th ed.). New York: McGraw-Hill Education. Robbins, S. P. and Coulter, M. (2020). *Management* (15th ed.). NY: Pearson. **References** Daft, R. L. (2018). *Management* (13th ed.). Singapore: Cengage Learning. Deresky, H. (2017). *International management: Managing across borders and cultures, text and cases* (9th ed.). Boston: Pearson. Griffin, R. W. (2017). *Management* (12th ed.). Boston, MA: Cengage Learning. Gulati, R., Mayo, A. and Nohria, N. (2017). *Management: An integrated approach* (2nd ed.). Boston: Cengage Learning. Hitt, M. A., Black, J. S. and Porter, L. W. (2012). *Management* (3rd ed.). Upper Saddle River, NJ: Pearson. Hofstede, G. (2010). *Cultures and organizations: Software of the mind – Intercultural cooperation and its importance for survival* (3rd ed.). New York: McGraw-Hill. Kennedy, C. (2007). *Guide to the management gurus: Shortcuts to the ideas of leading management thinkers* (5th ed.). London: Random House Business. Lim, G. S., Chua, S. B., Skulkerewathan, U. and Daft, R. L. (2015). *New era of Management in a globablized word: An Asian Perspective.* South-Western: Cengage Learning. Mullins, L. (2016). *Management and organizational behaviour* (11th ed.). Harlow: Pearson. Robbins, Stephen P. and Judge, Timothy A. (2019). *Organizational behaviour* (18th ed.). New York: Pearson. Williams, C. (2016). *Effective management* (7th ed.). Boston: Cengage Learning. ***Journals*** Academy of Management Executive Academy of Management Journal Academy of Management Review Administrative Science Quarterly Harvard Business Review Human Relations Journal of Applied Psychology Journal of General Management Journal of International Business Studies Journal of Management Journal of Management Studies Journal of Organizational Behaviour Management Review Organization Science Organization Dynamics Organization Studies Personnel Psychology

July 2023