




Course unit Descriptor	Faculty of Economics Subotica	  UNIVERZITET U NOVOM SADU UNIVERSITY OF NOVI SAD
		
GENERAL INFORMATION		
Study program in which the course unit is offered	Economics, Business Informatics	
Course unit title	Management	
Course unit code	OE-201	
Type of course unit ¹	Compulsory	
Level of course unit ²	Bachelor	
Semester when the course unit is offered	Third	
Year of study (if applicable)	Second	
Number of ECTS allocated	6	
Name of lecturer/lecturers	Slobodan Marić, PhD, Assistant Professor Milenko Matić, MSc, Teaching Associate	
Mode of course unit delivery ³	Face-to-face	
Course unit pre-requisites (if any)	No	
PURPOSE AND OVERVIEW (max 5-10 sentences)		
<p>This course is designed to give you a broad overview of the subject of management and provide you with information about yourself and others that will help you not only become a better manager, but also a better team member. The objective of the course is to expose you to the theories and principles that are important for successfully managing organizations and people. You will be introduced to a variety of concepts, quizzes, tools, and techniques that are important for understanding the changing business environment; elements of strategic planning; methods of organizing including recruiting, selecting, training and developing; techniques for leading individuals and teams; and procedures for controlling resources to improve productivity and results.</p>		
LEARNING OUTCOMES (knowledge and skills)		
<p>The objective of this course is for each student to be able to know, comprehend, apply, analyze, synthesize and evaluate the basic principles of the fundamentals of managing organizations. Students will complete specific activities, as identified in the syllabus, related to each of the four functions of management: planning, organizing, leading and controlling. At the close of the semester, student will:</p>		

¹ Compulsory, optional

² First, second or third cycle (Bachelor, Master's, Doctoral)

³ Face-to-face, distance learning, etc.

- Be prepared for further study in the area of management;
- Be able to identify and apply appropriate management techniques for managing contemporary organizations; and
- Have an understanding of the skills, abilities, and tools needed to obtain a job on a management track in an organization of their choice.

SYLLABUS (outline and summary of topics)

PART I: INTRODUCTION TO MANAGEMENT. 1. Managing in Turbulent Times

PART II: ENVIRONMENT OF MANAGEMENT. 2. Corporate Culture and the Environment. 3. Managing in a Global Environment. 4. Ethics and Social Responsibility.

PART III: PLANNING. 5. Planning and Goal Setting. 6. Decision Making.

PART IV: ORGANIZING. 7. Designing Adaptive Organizations. 8. Change and Innovation. 9. Human Resources and Diversity.

PART V: CONTROLLING. 10. Quality and Performance

PART VI: LEADING. 11. Dynamics of Behavior in Organizations. 12. Leadership. 13. Motivation. 14. Communication. 15. Teamwork

LEARNING AND TEACHING (planned learning activities and teaching methods)

Lecture, discussion, case study analysis

REQUIRED READING

Daft L. D. & Marcic D., (2013), Management, South-Western CENGAGE Learning; Ed of 8th

ASSESSMENT METHODS AND CRITERIA

Final and mid-term exam

1. Mid – term Project Exam or **face to face**

2. Mid – term Project Exam or **face to face**

FINAL EXAM: (face to face)

91-100 (A)

81-90 (B)

71-80 (C)

61-70 (D)

51-60 (E)

LANGUAGE OF INSTRUCTION

English