BUSI 230, Principles of Management, Syllabus
(3 credits)

COURSE DESCRIPTION
Students will study the nature of management principles and their application through the use of biblical concepts. Motivational theory and application, leadership qualities and styles and negotiation will receive special attention.

REQUIRED TEXTS & RESOURCES
Griffin, R. W. (2016). Fundamentals of Management (9th ed.). Boston, MA: Cengage Learning. ISBN: 97813378863833

Students will be regularly linking to videos, mostly via YouTube so computers should be capable of playing video and sound.

NOTE: The Point University Bookstore may offer the textbook(s) for this course in other formats. Information can found at www.pointuniversityshop.com

COURSE SCHEDULE
Each course begins on a Wednesday with a Getting Started module before moving into the week 1-7 content. The introduce yourself forum is required during the Getting Started module in order to be counted present during this half-week of instruction. The introduce yourself forum is open from the start of the course to the first Sunday. All posts are due by Sunday at 11:59 p.m. Participation is required to be marked present for this time period. Keep in mind that in future weeks, forum due dates may be different.

Unless stated otherwise, graded assignments are due on the last day of the course week (Sunday). http://point.edu/course-schedules/

Note: assignments that must be submitted have due dates reflected here. Other assignments may not have due dates required for submission but should be worked on throughout the week in which they are due.

	Learning Activities	Graded Assignments
Week 1	**Management: Past & Present**	
	Reading: Chapters 1-2	
	Lecture Videos	
	Chapter Support Videos	
	Review of Course Expectations and In-Class (class night) or Online Q&A (TBA)	
	Discussion Forum	Due Week 1, Day 5 (initial post) and Day 7 (response posts)
	Case Study Response	Due Week 1, Day 7
	Activity: Advertisement for the "Perfect Manager"	Due Week 1, Day 7
	The Manager's Toolbox, Step 1: Research (Draft)	Due Week 1, Day 7
Week 2	**Management & Planning**	

	Reading: Chapters 3-5		
	Lecture Videos		
	Discussion Forum	Due Week 2, Day 5 (initial post) and Day 7 (response posts)	
	Final Paper Requirements, Research & Planning	N/A In class (hybrid) via Q & A forum (online)	
	The Manager's Toolbox, Step 2: Planning (Draft)	Due Week 2, Day 7	
	Reflection Paper Research		
Week 3	**Management & Organizing**		
	Reading: Chapters 6-8		
	Lecture Videos		
	Chapter Support Videos		
	Discussion Forum	Due Week 3, Day 5 (initial post) and Day 7 (response posts)	
	Critique: Selection & Initial Research	Due Week 3, Day 7	
	The Manager's Toolbox, Step 3: Organizing (Draft)		
	Reflection Paper Research and Outline or Mind Map	Due Week 3, Day 7	
Week 4	**Management & Leading, Part I**		
	Reading: Chapters 9-11		
	Lecture Videos		
	Discussion Forum	Due Week 4, Day 5 (initial post) and Day 7 (response posts)	
	Critique: Research continues		
	The Manager's Toolbox, Step 4: Leading (Draft)	Due Week 4, Day 7	
Week 5	**Management & Leading, Part II**		
	Reading: Chapters 12-13		
	Lecture Videos		
	Chapter Support Videos		
	Discussion Forum	Due Week 5, Day 5 (initial post) and Day 7 (responses posts)	
	Critique: Research		
	Finalize and submit critique	Due Week 5, Day 7	
	The Manager's Toolbox, Step 5: Controlling (Draft)		
	Reflection Paper: update research and outline or mind map and resubmit	Due Week 5, Day 7	
Week 6	**Management & Controlling**		
	Reading: Chapters 14-15		
	Lecture Videos		

	Discussion Forum	Due Week 6, Day 5 (initial post) and Day 7 (response posts)
	Finalize/submit The Manager's Toolbox	Due Week 6, Day 7
	Continue to work on final reflection paper	
	Activity: Manager's Advice Column	Due Week 6, Day 7
Week 7	**Management: Making Sense of it All**	
	Course Wrap Up Video	N/A
	Discussion Forum	Due Week 7, Day 5 (initial post) and Day 7 (response posts)
	Submit Final Reflection Paper	Due Week 7, Day 7
	Develop Presentation & Present	Due in class (hybrid); Online only students post by Week 7, Day 5 and reply by Week 7, Day 7
	Final Exam	Due Week 7, Day 7
	Course Evaluation	

GRADING POLICIES

Course Evaluation Plan
An assessment instrument (checklist, rubric, quiz, etc.) will accompany each major graded assignment. See the instructions for specific assignment criteria and accompanying grading instruments.

Points Distribution
Graded assignments will be distributed as follows:

Graded Assignments	Points Possible
Discussion Forums (7 weekly forums at 20 points each)	140
Case Studies	150
Activities	125
The Manager's Toolbox	150
Critique	60
Final Reflection Paper & Presentation	300
Final Exam	75
Total Points:	1000

Final Grades
The following scale will be used when calculating final grades:

A	90-100%	D	60-69%
B	80-89%	F	0-59%
C	70-79%		

Final grades will be posted according to the Academic Calendar:
http://point.edu/academic-calendar/

COURSE LEARNING GOALS & OBJECTIVES

COURSE DESCRIPTION	
Students will study the nature of management principles and their application through the use of biblical concepts. Motivational theory and application, leadership qualities and styles and negotiation will receive special attention.	
COURSE GOALS AND OBJECTIVES	**Program Objective(s)**
Goal 1: The student will explain how management theories and principles affect today's organizations.	
Objective 1.1: Students will discuss management theories in their own words.	**1.1, 2.1, 2.4, 2.5, 3.3, 4.3**
Objective 1.2: Students will identify the impact of historical management theories on modern management principles.	**1.1, 2.1, 2.4, 2.5, 3.3, 4.3**
Objective 1.3: Students will critique the use of theories by modern managers in today's organizations.	**1.1, 2.1, 2.4, 2.5, 3.3, 4.3**
Goal 2: The student will analyze management principles to create a modern manager's "toolbox."	
Objective 2.1: Students will organize key management principles from the text with an emphasis on planning, organizing, leading, and controlling.	**1.1, 2.1, 2.4, 2.5, 3.3**
Objective 2.2: Students will investigate additional management principles in up-to-date literature and research.	**1.1, 2.1, 2.4, 2.5**
Objective 2.3: Students will formulate a list of "key management tools" to form the modern manager's "toolbox."	**1.1, 2.1, 2.4, 2.5**
Goal 3: Students will construct a personal management philosophy reflection paper anchored in a Christian worldview.	
Objective 3.1: Students will compare and contrast management philosophies.	**1.1, 2.1, 3.3, 4.2**
Objective 3.2: Students will recognize strengths and weaknesses of the student's personal management style.	**1.1, 2.1, 4.2**
Objective 3.3: Students will illustrate the relationship between Christianity and modern management.	**1.1, 2.1, 4.2**

	Objective 3.4: Students will summarize their individual personal management philosophies based on theory, strengths and weaknesses, and Christian worldview.	**1.1, 2.1, 2.4, 2.5**
Goal 4: The student will critique a well-known modern businessperson's management style and philosophy.		
	Objective 4.1: Students will research a well-known businessperson's management style.	**2.1, 3.3**
	Objective 4.2: Students will analyze the well-known businessperson's management style through the lens of management theory.	**1.1, 2.1, 3.3**
	Objective 4.3: Students will critique the advantages and disadvantages of the well-known businessperson's management style.	**1.1, 2.1, 3.3**
	Objective 4.4: Students will analyze the strengths and weaknesses of the well-known businessperson's projected worldview.	**1.1, 2.1, 4.2**

DISABILITY SERVICES

Point University is committed to providing qualified students with disabilities an equal opportunity to access a Point education through the provision of reasonable and appropriate accommodations and support services. Accordingly, Point complies with Title IX (https://point.edu/title-ix) of the Educational Amendments of 1972 and the subsequent reauthorization of that act, Section 504 of the Rehabilitation Act of 1973, and the Americans with Disabilities Act of 1990 and subsequent amendments to that act. For more information about Disability Support Services, see the "Consumer Information" section of the website (http://point.edu/disclosures) and the "Student Services" section of this catalog, or contact the Director of Disability Services and College Section 504 Coordinator, at disability.services@point.edu.

COURSE EXPECTATIONS

Attendance

A student is expected to actively participate in each week of the class in which he or she is enrolled. Active participation each academic week includes submitting classwork in one or more of the following activities within the course during the week they are due: discussion forums, assignments such as (but not limited to) projects, papers, presentations, case studies, quizzes, or exams. Students may be absent up to 25% of the class. After absences exceed 25% of the session or term's total – in either consecutive or cumulative days – the student will be withdrawn from the class roster and assigned a grade on the basis of work completed at the time of withdrawal unless, because of exceptional circumstances, prior arrangements have been made with the professor and the Chief Academic Officer.

Students representing the university, such as student-athletes, remain responsible for submitting work online within the week it is due to be counted present. No student will be disadvantaged while representing the university. However, the responsibility is on the student to notify faculty no later than one week before missing class for any reason, to ensure time for content to be made available to them and for make-up work to be considered and arranged. It is expected that students will limit their absences outside of these required absences, as they will be dropped if they overcut the allowed number of absences.

The full attendance policy is found in the catalog (https://point.edu/catalogs/).

Etiquette & Netiquette
Students are expected to be respectful and well-mannered towards the instructor and their peers, whether in the physical classroom or the online course site. For guidance on meeting this expectation, particularly in the online environment, please see the materials provided during student orientation or reach out to advising.center@point.edu.

Policies
For academic policies governing attendance, late assignments, and student support, please refer to the Academic Catalog directly (https://point.edu/catalogs/).

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