



浙江大學

MGMT501
Managing Organisations and Human
Resources

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Managing Organisations and Human Resources

Instructor contact details

Lecturer-in-charge: TBA

Email: TBA or send general enquiries to wlwyxy_29@zju.edu.cn

Office location: TBA

Consultation Times: to be announced, and by appointment

Teaching Times and Locations

The Time and Location: TBA , Zhejiang University Huajiachi Campus

Lecture sessions include lectures, seminars, field trip(s) as well as in-class activities.

Units of Credit

The course is worth 6 units of credit, with total of 40 teaching hours.

Course Description

In the contemporary fast paced business world, effective management is crucial towards the successful running of any company. This course aims at providing students with an understanding of the core issues surrounding the management of organisations and its human resources. Students will be introduced to the different concepts and theories which are vital towards effective management in these areas. Four key areas will be carefully examined in helping students develop a holistic perspective, including planning, organising, leading and controlling an organisation. Students will be encouraged to see how these are applicable in different dimensions and contexts.

Prerequisite

N/A. The course is open for students from all academic disciplines.

Learning Resources

Kinicki, A., Williams, B.K., *Management: A practical introduction 8th ed.* McGraw-Hill Education, Australia.

Learning Objectives

By the end of this course you should be able to:

1. Competently identify and apply terms related to management
2. Explain the roles of managers and how they influence a team or organisational performance
3. Describe the challenges faced by management in today's fast paced society and how they can be overcome
4. Understand the different frameworks and theories relevant towards effectively managing an organisation and its human resources.
5. Compare and contrast the different types of management applied in different regions.

Course Delivery

The course will be taught in English through lectures, seminars, field trips, group activities and presentations. In addition to these, there will also be guest speakers and optional field trips available for students who would like to enhance their learning experience. The course sessions will be running during the weekdays, Monday to Friday. The course will be at a total of 40 hours.

Topics and Course Schedule

Topic	Activities
Introduction Management Theory	Lecture; In class activities
Management Environment Work Environment Managing across borders	Lecture; Case Studies; In class activities
Planning Designing and realising a plan The process	Lecture; Case Studies; In class activities
Organising Organisational structure, design and culture	Lecture; Case Studies; Quiz
Human resource Management Choosing the right team	Lecture; Case Studies; In class activities
Innovation and organisational change Challenges of constantly adapting	Lecture; Case Studies; In class activities
Leading Managing individuals with different behavioral traits Motivating employees for optimum results Improving team cooperation	Lecture; Case Studies; Individual report
Controlling Control Systems and techniques for improving effectiveness	Lecture; Case Studies; In class activities
Management techniques in different regions Challenges of working in a multicultural team	Lecture; Case Studies; In class activities
Contemporary challenges Influence of technology Change and face paced movement	Lecture; Case Studies; In class activities
Ethical and social responsibility for managers	Lecture; Case Studies; Final Exam

Assessments:

Assessments in this course include:

Class participation (individual)	10%
Quiz	20%
Individual Report	20%
Final Exam	50%

Grade Descriptors:

HD	High Distinction	85-100
D	Distinction	75-84
Cr	Credit	65-74
P	Pass	50-64
F	Fail	0-49

High Distinction 85-100

Demonstration of comprehensive understanding and analysis of learning materials. Work is written with sophistication and eloquence with inclusion of appropriate referencing, clarity, and some creativity where appropriate.

Distinction 75-84

Satisfies most criterias set out in HD. Forms an advanced understanding and analysis of learning materials. Work is well-written with high competence and includes appropriate referencing.

Credit 65-74

Presents a good understanding of ideas and concepts with the ability to articulate them well and soundly with a minimum errors.

Pass 50-64

Has a satisfactory understanding of ideas which are adequately written and presented.

Fail 0-49

Inability to comprehend ideas and concepts or address them. Written style inappropriate to the assessments and student clearly has difficulties with expression.

Academic Integrity

Students are expected to uphold the university's academic principles, which are an integral part of the university's core values and principles. If a student fails to observe the acceptable standards of academic honesty, they could attract penalties and even disqualification from the course in more serious circumstances. Students are responsible for knowing and observing accepted principles of research, writing and any other task they are required to complete.

Academic dishonesty or cheating includes acts of plagiarism, misrepresentation, fabrication, failure to reference materials used properly and forgery. These may include, but are not limited to: claiming the work of others as your own, deliberately applying false and inaccurate information, copying the work of others in part or whole, allowing others in the course to copy your work in part or whole, failing to appropriately acknowledge the work of other scholars/authors through acceptable referencing standards, purchasing papers or writing papers for other students and submitting the same paper twice for the same subject.

This Academic Integrity policy applies to all undergraduates of the Zhejiang University in all programmes of study, including non-graduating students. It is to reinforce the University's commitment to maintain integrity and honesty in all academic activities of the University community.

Policy

- The foundation of good academic work is honesty. Maintaining academic integrity upholds the standards of the University.
- The responsibility for maintaining integrity in all the activities of the academic community lies with the students as well as the faculty and the University. Everyone in this community must work together to ensure that the values of truth, trust and justice are upheld.
- Academic dishonesty affects the University's reputation and devalues the degrees offered.
- The University will impose serious penalties on students who are found to have violated this Policy. The following penalties may be imposed:
 - o Expulsion;
 - o Suspension;
 - o Zero mark/fail grade;
 - o Marking down;
 - o Re-doing/re-submitting of assignments or reports; and
 - o Verbal or written warning.