|  |  |
| --- | --- |
| **Course Title:**  | **Introduction to Modern Management** |
| **Course Code:** | **BUS222**  |
| **Program:** | **Bachelor of Science in Information Systems** |
| **Department:**  | **Information Systems** |
| **College:** | **Faculty of Computing and Information Technology** |
| **Institution:** | **Northern Border University, Rafha** |

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# A. Course Identification

|  |  |
| --- | --- |
| 1. Credit hours: | **2** |
|  2. Course type |
|  **a.** | University |  | College |  | Department | **X** | Others |  |  |
|  **b.** | Required | **X** | Elective |  |  |
|  3. Level/year at which this course is offered: | **Level 4/Year 2** |
|  4. Pre-requisites for this course (if any): **Nil** |
|  5. Co-requisites for this course (if any): |
|  **Nil** |

## 6. Mode of Instruction (mark all that apply)

| **No** | **Mode of Instruction** | **Contact Hours** | **Percentage**  |
| --- | --- | --- | --- |
| **1** | **Traditional classroom** | **30** | **100%** |
| **2** | **Blended**  |  |  |
| **3** | **E-learning** |  |  |
| **4** | **Correspondence** |  |  |
| **5** | **Other**  |  |  |

**7. Actual Learning Hours** (based on academic semester)

|  |  |  |
| --- | --- | --- |
| **No** | **Activity** | **Learning Hours** |
| **Contact Hours** |
| **1** | **Lecture** | 30 |
| **2** | **Laboratory/Studio** |  |
| **3** | **Tutorial**  |  |
| **4** | **Others** (specify) |  |
|  | **Total** | 30 |
| **Other Learning Hours\*** |
| **1** | **Study**  | 25 |
| **2** | **Assignments** | 5 |
| **3** | **Library** | 5 |
| **4** | **Projects/Research Essays/Theses**  | 10 |
| **5** | **Others** (specify) |  |
|  | **Total** | 45 |

**\*** The length of time that a learner takes to complete learning activities that lead to achievement of course learning outcomes, such as study time, homework assignments, projects, preparing presentations, library times

# B. Course Objectives and Learning Outcomes

|  |
| --- |
| 1. Course Description  |
| This course is designed to gives students an introduction of management science. The students understand a variety of topics and interdependent of Science in management aims to instill modern management thought in the mentality of the student. The course also deals with the decision of the various local or international business environments and presents the basic concepts of the various schools and administrative decision-making processes, organization and management development. The course focuses on methods and mechanisms of the leadership and management of information technology. |
| 2. Course Main Objective |
| This course aims to teach students how management works in various local and international business environments. |

## 3. Course Learning Outcomes

| **CLOs** | **Aligned****PLOs** |
| --- | --- |
| 1 | **Knowledge:** |  |
| 1.1 | Define what management is and the history of management | K2 |
| 1.2 | Explain organizational goals and establishing strategies | K2 |
| 1.3 | Explain the work activities, motivating people and controlling organizational performance. | K2 |
| 1.4 | Summarize characteristics of effective leaders and Introduction to E- Business. | K2 |
|  |  |  |
| **2** | **Skills:** |  |
|  |  |  |
| **3** | **Competence:** |  |
| 3.1 | Analyze the ethical issues as they apply to management. | C1 |

# C. Course Content

|  |  |  |
| --- | --- | --- |
| **No** | **List of Topics** | **Contact Hours** |
| 1 | Background to management and Historical perspective | 4 |
| 2 | The management of organizations: the core values, attitudes, beliefs and ethics | 2 |
| 3 | Planning | 4 |
| 4 | Decision making | 2 |
| 5 | Strategic management | 2 |
| 6 | Organization structure | 2 |
| 7 | Human resource management | 2 |
| 8 | Leadership | 4 |
| 9 | Managing change and innovation | 2 |
| 10 | Motivation | 2 |
| 11 | Information technology and e-business | 4 |
| **Total** | 30 |

# D. Teaching and Assessment

## 1. Alignment of Course Learning Outcomes with Teaching Strategies and Assessment Methods

| **Code** | **Course Learning Outcomes** | **Teaching Strategies** | **Assessment Methods** |
| --- | --- | --- | --- |
| **1.0** | **Knowledge** |
| 1.1 | Define what management is and the history of management | Class / Group discussionSelf-explanationObservationConcept MapsMind Maps Semantic MapsGuided discoveryInvestigation | WritingOral |
| 1.2 | Explain organizational goals and establishing strategies | WritingOral |
| 1.3 | Explain the work activities, motivating people and controlling organizational performance. | WritingOral |
| 1.4 | Summarize characteristics of effective leaders and Introduction to E- Business. | WritingOral |
| **2.0** | **Skills** |
|  |  |  |  |
| **3.0** | **Competence** |
| 3.1 | Analyze the ethical issues as they apply to management. | Brain stormingCase studiesTeamwork | PerformanceObservation |

## 2. Assessment Tasks for Students

| **#** | **Assessment task\***  | **Week Due** | **Percentage of Total Assessment Score** |
| --- | --- | --- | --- |
| **1** | Quiz-1 | 3 | 2 |
| **2** | Quiz-2 | 7 | 3 |
| **3** | Assignment-1 | 5 | 5 |
| **4** | Assignment-2 | 10 | 5 |
| **5** | Oral questions | 1-15 | 5 |
| **7** | Midterm exam | 8/9 | 20 |
| **8** | ؛Project | 1513- | 20 |
| **9** | Final exam | 16/17 | 40 |

**\*Assessment task** (i.e., written test, oral test, oral presentation, group project, essay, etc.)

# E. Student Academic Counseling and Support

|  |
| --- |
| **Arrangements for availability of faculty and teaching staff for individual student consultations and academic advice:** |
| Every instructor has an announced office hours’ schedule. All students are encouraged to visit the concerned teacher according to the schedule. Students can also use Email address or Blackboard System to seek help or book an appointment. |

# F. Learning Resources and Facilities

## 1.Learning Resources

|  |  |
| --- | --- |
| **Required Textbooks** | Introduction to Management, R. Pettinger,Willey, 4th Edition, 2007 Palgrave Macmillan,  |
| **Essential References Materials** |  |
| **Electronic Materials** | 1. Blackboard System: <https://lms.nbu.edu.sa/>
2. Northern Border University Electronic Library:

 <https://www.nbu.edu.sa/AR/Deanships/Library_Issues> 1. Saudi Digital Library (SDL): <https://portal.sdl.edu.sa/english/>
 |
| **Other Learning Materials** | Nil |

## 2. Facilities Required

| **Item** | **Resources** |
| --- | --- |
| **Accommodation**(Classrooms, laboratories, demonstration rooms/labs, etc.) | * Classroom
 |
| **Technology Resources** (AV, data show, Smart Board, software, etc.) | * Data Show (Projectors) in Classroom.
 |
| **Other Resources** (Specify, e.g. if specific laboratory equipment is required, list requirements or attach a list) | * Nil
 |

# G. Course Quality Evaluation

| **Evaluation****Areas/Issues**  | **Evaluators**  | **Evaluation Methods** |
| --- | --- | --- |
| Effectiveness of teaching and assessment. | Students | Indirect |
| Quality of learning resources | Students | Indirect |
| Extent of achievement of course learning outcomes | Faculty | Direct |
|  |  |  |
|  |  |  |

**Evaluation areas** (e.g., Effectiveness of teaching and assessment, Extent of achievement of course learning outcomes, Quality of learning resources, etc.)

**Evaluators** (Students, Faculty, Program Leaders, Peer Reviewer, Others (specify)

**Assessment Methods** (Direct, Indirect)

# H. Specification Approval Data

|  |  |
| --- | --- |
| **Council / Committee** | Information Systems Department Council |
| **Reference No.** |  |
| **Date** |  |