Course Information Form (CIF)

Course Code: MGT 101

Course Title: Principles of Management

Department: Business/Computer Science and Technologies
Effective Date: Summer 2026
PCS Code: 1.1 - Baccalaureate/Transfer
CIP Code: 52.0201
Repeatability: 0

Credit Hours

Catalog Notation: 3-0-3
Credit Hour Distribution:

Lecture: 3	Lab: 0	Clinical: 0	**Total: 3**

General Course Information

Catalog Description

Managerial process (planning, organizing, leading, and controlling) essential to the successful operation of various types of businesses. Students learn the steps necessary to become an effective manager. Discussion of managerial challenges in today's workplace.

General Course Objectives

To understand the principles of management: planning, organizing, leading, and controlling.

Minimum Placement Levels

English	Reading	Math
None	Placement into CCS 098	None

Prerequisites

None

Methods of Evaluation

3-4 objective exams, 3-4 objective quizzes, 1 SWOT analysis presentation, and 1 term paper.

Instructional Materials and Additional Supplies

Fundamentals of Management, Robbins, Pearson Publishing. Current edition.
Computer with internet access for online sections.

Course Content

General Learning Outcomes (GLOs)

- Critical Thinking and Information Literacy: Students will demonstrate the ability to evaluate perspectives, evidence, and implications, and to locate, assess, and use information effectively.

Course Segments and Student Learning Outcomes

Course Segment	Learning Outcomes	Lecture Hours	Lab Hours	Clinical Hours
Historical Perspectives in Management	1. Identify roots of modern management theory and practice. 2. Describe contributions by persons such as Max Weber, F.W. Taylor, and Frank and Lillian Gilbreth.	3	0	0
Planning	1. Recognize the importance of planning to any organization. 2. Define and illustrate the strategic management process, especially SWOT analysis. 3. Describe the managerial decision-making process. 4. Demonstrate ability to distinguish types of decisions to be made and at what levels they are made.	10	0	0
Organizing	1. Identify basic types of organizational structures based on components such as levels, departmentalization, and span of control. 2. Explain human resource management activities and examine legal considerations in those activities.	11	0	0
Leading	1. Describe the importance of understanding organizational behavior in order to better manage employees. 2. Explain advantages and growing popularity of work teams and analyze the five stages of team development. 3. Describe the nature of motivation as well as various motivation theories such as: a) Maslow's Hierarchy of Needs, b) Theory X versus Theory Y, c) Motivation - Hygiene Theory, and d) Equity and Expectancy Theories. 4. Distinguish between a manager and a leader by analyzing trait theories of leadership. 5. Examine the five dimensions of trust. 6. Explain the meaning and nature of communication. 7. Diagram the communication process and identify barriers to effective communication.	12	0	0
Monitoring and Controlling	1. List and describe the elements of control. 2. Describe types and methods of control. 3. Define operations management and the transformation process.	9	0	0

Total Contact Hours

Lecture Hours	Lab Hours	Clinical Hours
45	0	0