

COURSE OUTLINE

Year: 2006/2007

LEVEL : II, TERM 2

NAME OF THE SUBJECT: Management In Action

NO. CREDITS: 6

NAME OF THE TEACHER: Derek Fisher

SHORT CV OF THE TEACHER ... President – Metropolitan LifeWorks, Barcelona Spain

Senior Vice President – Zacks Investment Management, Chicago, Illinois, USA

Regional Consultant- AssetMark Investment Services, Chicago Illinois, USA

Financial Advisor-PaineWebber, Palm Beach, Florida, USA

SEMESTER 2

COURSE DESCRIPTION: Management in Action is a course designed to introduce managerial concepts and applications in a real life setting and overview the core competencies required by today's global businesses

COURSE OBJECTIVE

The course will enable graduating students to become low level or middle level managers with the knowledge of how to lead and manage a small group of employees.

COURSE STRUCTURE:

This course will have a heavy emphasis on projects and case studies and will require the student to complete several projects over the school term

SYLLABUS

SEMESTER 2			CLASS SUBJECT
08 Jan -12 Jan	Teaching Week 1	Wk 1	How to Conduct A Meeting
15 Jan -19 Jan	Teaching Week 2	Wk 2	Types of Business Meetings
22 Jan -26 Jan	Teaching Week 3	Wk 3	Leading A Meeting
29 Jan -02 Feb	Teaching Week 4	Wk 4	Business Protocol, Manners and Etiquette
05 Feb -09 Feb	Teaching Week 5	Wk 5	Project: Attend and report on a business meeting
12 Feb -16 Feb	Teaching Week 6	Wk 6	Networking
19 Feb -23 Feb	Teaching Week 7	Wk 7	BTB Networking, MLM Networking
26 Feb -02 Mar	Teaching Week 8	Wk 9	Following Up
05 Mar -09 Mar	Teaching Week 9	Wk 9	Project: Join An Organization and Get Ten Contacts
12 Mar -16 Mar	Teaching Week 10	Wk 10	Crisis Management
19 Mar -23 Mar	Teaching Week 11 19 Mar Bank Holiday	Wk 11	Different Kinds Of Crises
26 Mar -30 Mar	MIDTERM EXAMS	Wk 12	
02 Apr -06 Apr	Easter vacation	Wk 13	
09 Apr - 13 Apr	Teaching Week 12	Wk 14	What To Do, Planning and Preparation
16 Apr 20 Apr	Teaching Week 13	Wk 15	Project: Design Contingency Plan For Evacuation
23 Apr-27 Apr	Teaching Week 14	Wk 16	Leading and Motivation

30 Apr-04 May	Teaching Week 15 30 Apr – 01 May Bank Holiday	Wk 17	
07 May -11 May	Teaching Week 16	Wk 18	Transformational Leadership
14 May -18 May	Teaching Week 17	Wk 19	Transactional Leadership
21 May -25 May	Teaching Week 18	Wk 20	Project: Business Olympics
28 May -31 May	EXAMS	Wk 21	Final Projects
TOTAL HOURS			

Course text Books Recommended SEMESTER 2

STUDY CASES SEMESTER 2 Enron, Worldcom, Tyco, Yoshiida Hamanaka, Joseph Jett