




Administration (ADMN) 232

Introduction to Management (Revision 12)

Status: Replaced with new revision, see the [course listing](#) [↗](#) for the current revision 

Delivery mode: [Individualized study online](#) [↗](#) with [eText](#) [↗](#)

Credits: 3

Area of study: Applied Studies (Business and Administrative Studies)

Prerequisites: None. This course is recommended as a suitable point of entry to the [Bachelor of Management](#) [↗](#) and the [Bachelor of Commerce](#) [↗](#) degree programs.

Precluded: None

Challenge: ADMN 232 has a challenge for credit option.

Faculty: [Faculty of Business](#) [↗](#)

Overview

Welcome to *ADMN 232: Introduction to Management*. This course translates management theory into effective management practice by examining what managers do and how they do it. The course presents theories of management applicable to the public and private sectors and then reconciles these theories with current practice. This course will introduce many new concepts and terms common to management theories and practices and require you to apply them to business scenarios.

Outline

Section 1: Introduction to Management

- Lesson 1: Management
- Lesson 2: History of Management
- Lesson 3: Global Management
- Lesson 4: Organizational Environments and Cultures
- Lesson 5: Ethics and Social Responsibility

Section 2: Making Things Happen

- Lesson 6: Planning and Decision Making
- Lesson 7: Control

Section 3: Meeting the Competition

- Lesson 8: Organizational Strategy
- Lesson 9: Innovation and Change
- Lesson 10: Designing Adaptive Organizations

Section 4: Organizing People, Projects, and Processes

- Lesson 11: Leading Teams
- Lesson 12: Managing Human Resource Systems
- Lesson 13: Managing Individuals and a Diverse Workforce
- Lesson 14: Motivation

- Lesson 15: Leadership

Learning outcomes

When you have successfully completed the course, you will be able to

- describe introductory management theory according to its three basic functions: how it makes things happen; meeting the competition; and organizing people, projects, and processes.
- describe the major approaches that influenced the development of management theory.
- discuss the ways businesses adapt to doing business internationally under global influences.
- discuss theories of administration that apply to public and private sectors and describe how to reconcile these theories with current practice.
- describe the different kinds of managers and their roles in organizations.
- analyze an organization's specific and general environment.
- discuss corporate social responsibility and ethical decision making.
- discuss the elements of managerial planning, leading, controlling, and decision making:
 - describe how plans are used at various management levels.
 - discuss the various methods that managers can use to maintain control.
 - explain the steps to rational decision making in individuals and groups.
- understand business strategy, organizational change, and organizational structure:
 - explain the components of sustainable competitive advantage.
 - explain the different kinds of corporate, industry, and firm-level business strategies.
 - discuss different methods to manage innovation and organizational change.
 - discuss organizational structure including the types of departmentalization, job design, and methods to redesign processes.
- explain how to manage people effectively through teams, leadership, and performance management:

- o discuss the implications of managing a diverse workforce and explain some ways to manage diversity.
- o discuss the different kinds of teams and how to enhance their effectiveness.
- o describe the steps in human resource planning and methods of recruitment.
- o discuss performance management, including performance appraisal and compensation.
- o explain how managers can use the theory behind basic motivational and leadership theories.


Evaluation

To **receive credit** [↗](#) for this course, you must achieve a minimum grade of 50% on each of the examinations, and a minimum overall course grade of **D (50 percent)** [↗](#).


The following chart describes the credit weight associated with each course requirement.

Activity	Weight
Assignment 1	15%
Assignment 2	15%
Midterm Examination	35%
Final Examination	35%
Total	100%



The **midterm and final examinations** for this course must be requested in advance and written under the supervision of an AU-approved exam invigilator. Invigilators include either ProctorU or an approved in-person invigilation centre that can accommodate online exams. Students are responsible for payment of any invigilation fees. Information on exam request deadlines, invigilators, and other exam-related questions, can be found at the [Exams and grades](#) [↗](#) section of the Calendar.

To learn more about assignments and examinations, please refer to Athabasca University's [online Calendar](#) .

Materials

Williams, C., Champion, T., & Hall, I. (2024). *MGMT: Principles of management* (4th Canadian ed.). Cengage. ISBN: 978-1-77474-783-4; Etext ISBN: 978-1-77841-266-0  (eText)

eText

Registration in this course includes an electronic textbook. For more information on [electronic textbooks](#) , please refer to our [eText Initiative site](#) .

The textbook companion website (MindTap) provides a number of resources that can help you achieve mastery of the material.

Other Resources

All other course materials will be available online.



Challenge for credit

Overview

The challenge for credit process allows you to demonstrate that you have acquired a command of the general subject matter, knowledge, intellectual and/or other skills that would normally be found in a university-level course.

Full information about [challenge for credit](#)  can be found in the Undergraduate Calendar.

Evaluation





To [receive credit](#)  for the ADMN 232 challenge registration, you must achieve a grade of at least **D (50 percent)**  on the Challenge Examination.

Activity	Weight
Online Exam (3 hours)	100%

Activity	Weight
Total	100%

 **Challenge for credit course registration form**

Important links

- › [Academic advising](#) 
- › [Program planning](#) 
- › [Request assistance](#) 
- › [Support services](#) 

Athabasca University reserves the right to amend course outlines occasionally and without notice. Courses offered by other delivery methods may vary from their individualized study counterparts.

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View [previous revision](#) 