

《管理学》课程教学大纲

一、课程基本信息

英文名称	Management	课程代码	FIAI1016
课程性质	专业选修课程	授课对象	国际金融专业
学 分	3.0	学 时	54
主讲教师	外教	修订日期	2023.3
指定教材	Stephen P. Robbins. Management. Fourteenth Edition		

二、课程描述

To give students an understanding of the theory of management. This course will focus on providing students with the fundamentals of management; planning, organizing, leading and controlling. Through lectures, group exercises and presentations students will learn what it is to be a manager and understand what it is to be a successful manager in the workplace. The course is split into 5 distinct parts, an introduction to management, planning, organising, leading and controlling.

三、课程大纲

Chapter 1 Managers and You in the Workplace

Contents

1. Why are managers important
2. What do managers do
3. How is the manager's job changing

Chapter 2 Making Decisions

Contents

1. The decision-making process
2. Types of decisions and decision making conditions
3. Decision making biases and errors

Chapter 3 Managing the External Environment and the Organization's Culture

Contents

1. Omnipotent and symbolic management
2. External environment

3. Organizational culture

Chapter 4 Managing in a Global Environment

Contents

Understanding the global perspective

Doing business globally

Managing in a global environment

Chapter 5 Managing Diversity

Contents

Diversity 101

The changing workplace

Types of workplace diversity

Challenges in managing diversity

Chapter 6 Managing Social Responsibility and Ethics

Contents

Green management and sustainability

Managers and ethical behavior

Social responsibility and ethics issues in today's world

Chapter 7 Managing Changes and Disruptive Innovation

Contents

The change process

Managing resistance to change

Stimulating innovation

Chapter 8 Planning Work Activities

Contents

Goals and plans

The what and why of planning

Setting goals and developing plans

Chapter 9 Managing Strategy

Contents

Strategic management

Strategic management process

Corporate strategies

Competitive strategies

四、教学进度

周次	教学内容 Teaching content	学时分配 Class hour	目的要求 Purpose requirements
1	Managers and You in Workplace	3	Ensure students understand Why are managers important and What do managers do
2	Managers and You in Workplace	3	Ensure students understand How is the manager's job changing
3	Managers as Decision Makers	3	Students will understand The decision making process, Types of decisions and decision making conditions, Decision making styles
4	Managers as Decision Makers	3	Students will understand The decision making process, Types of decisions and decision making conditions, Decision making styles
5	Managing External Environment and the Organization's culture	3	Ensure students have a good grasp of the concept of Omnipotent and symbolic management. External environment. Organizational culture
6	Managing External Environment and the Organization's culture	3	Ensure students have a good grasp of the concept of Omnipotent and symbolic management. External environment. Organizational culture
7	Managing in a Global Environment	3	Ensure students understanding of the global perspective, Doing business globally, Managing in a global environment
8	Managing Diversity	3	Ensure students understand of Diversity 101, The changing workplace, Types of workplace diversity, Challenges in managing diversity
9	Mid-term Exam	3	
10	Managing Social Responsibility and Ethics	3	Ensure students' understanding of Green management and sustainability, Managers and ethical behavior, Social responsibility and ethics issues in today's world
11	Managing Changes	3	Students will understand the change process,

	and Disruptivee Innovation		Managing resistance to change, Stimulating innovation
12	Managing Changes and Disruptivee Innovation	3	Students will understand the change process, Managing resistance to change, Stimulating innovation
13	Planning work Activities	3	Ensure students understand the concepts of Goals and plans, The what and why of planning, Setting goals and developing plans
14	Planning work Activities	3	Ensure students understand the concepts of Goals and plans, The what and why of planning, Setting goals and developing plans
15	Managing Strategy	3	Students will learn about the Strategic management and Strategic management process.
16	Managing Strategy	3	Students will learn about the Strategic management and Strategic management process.
17	Review Session	3	Reviewing for the final exam
18	Final Exam	3	

五、考核方式及评定方法

- ◆ Attendance and Participation 20%
- ◆ Mid-Term Exam 30%
- ◆ Final Exam Exam 50%

课程 目标	评分标准				
	90-100	80-89	70-79	60-69	<60
	优	良	中	合格	不合格
	A	B	C	D	F

六、参考书目