



## Management Fundamentals Undergraduate Course Information Guide

Course Number: BADM 325, 2 or 4 credits, 10 Weeks  
Delivery Formats: Online Async

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### Course Description

This course explores the detailed work of management including planning, budgeting, diverse staffing, organizational structure, ethical decision making, creating internal controls, motivating staff, and contingency planning. Students will explore and be able to explain how aspects of managing fit into the overall organizational goals, structure, and strategy. The unique role of a manager will be better understood and appreciated at the end of the course, along with development of practices to apply in the workplace.

### Learning Outcomes

After completing this course, you will be able to:

- Assess the detailed work of management including planning, budgeting, diverse staffing, organizational structure, ethical decision making, creating internal controls, motivating staff, and contingency planning.
- Explain how aspects of managing fit into overall organizational goals, structure, and strategy.
- The unique role of a manager will be better understood and appreciated at the end of the course, along with the development of practices to apply in the workplace.

### Learning Strategies and Resources

Learning resources will consist of the required electronic text, chapter quizzes (assessments), videos, participation in discussion assignments, submission assignments, a final video project, instructor lectures and weekly individual feedback emails from the instructor.

## Required Readings

Books and learning materials are available at the DePaul bookstore, at <http://depaul-loop.bncollege.com>, or through alternative sources.

Text: Management: A Practical Introduction  
ISBN: 9781260735161  
Authors: Angelo Kinicki, Denise Breaux Soignet  
Publisher: McGraw-Hill Companies  
Publication Date: 2021-01-11

Additional readings may be available on Electronic Reserve, at the [DePaul Library](#). Login to Ares Course Reserves and select the course. Log in using your Campus Connect User ID and password. You will then get a page listing the courses in which you're enrolled that have readings posted in Ares. Click on the title of this course and the list of our electronic reserve readings will be displayed.

## Learning Deliverables

**Quizzes:** Every chapter includes a quiz on the material from that chapter. Each quiz is worth 100 points. Quizzes can be accessed by clicking the Chapter Assessment file for each chapter in the weekly course file.

**Discussions:** Each week contains a discussion assignment graded on a 50-point scale. Each assignment details how the work will be graded.

**Submissions:** Six submission assignments will be graded on a 50-point scale. Each assignment details how the work will be graded.

**Final Project:** A final project to be completed at the end of the course. The assignment details how the work will be graded.

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## Assessment of Student Learning

### Distribution of Grade Points

Graded Assignments	Percentage of Final Grade
Chapter Quizzes	10%
Discussion Questions	30%
Submission Assignments	30%
Final Project	30%

## Grading Scale

A = 95 to 100	A- = 91 to 94	B+ = 88 to 90
B = 85 to 87	B- = 81 to 84	C+ = 77 to 80
C = 73 to 76	C- = 69 to 72	D+ = 65 to 68
D = 61 to 64	F = 60 or below	INC

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## Course Schedule

<b>Week and Module Title or Theme</b>	<b>Readings / Activities</b>	<b>Graded Assignments</b>
Week 1, Module 1: Manager Functions	TBA	Chapter Quiz Module 1 Discussion Topic Submission Assignment One
Week 2, Module 2: Internal and External Manager Responsibilities	TBA	Chapter Quiz Module 2 Discussion
Week 3, Module 3: Strategic Management	TBA	Chapter Quiz Module 3 Discussion Topic Submission Assignment Two
Week 4, Module 4: Managerial Decision Making	TBA	Chapter Quiz Module 4 Discussion

Week 5, Module 5: Organizational Culture	TBA	Chapter Quiz  Module 5 Discussion  Topic Submission Assignment Three
Week 6, Module 6: Organizational Change	TBA	Chapter Quiz  Module 6 Discussion  Topic Submission Assignment Four
Week 7, Module 7: Employee Motivation	TBA	Chapter Quiz  Module 7 Discussion
Week 8, Module 8: Managing Teams	TBA	Chapter Quiz  Module 8 Discussion  Topic Submission Assignment Five
Week 9, Module 9: Professional Communication	TBA	Chapter Quiz  Module 9 Discussion  Topic Submission Assignment Six
Week 10, Module 10: Organizational Control	TBA	Chapter Quiz  Module 10 Discussion
Week 11	No Additional Readings /Activities	Final Project Career Readiness Video

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## Course Policies

For access to all SCPS and DePaul University academic policies, refer to the following links:

[SCPS Student Resources Website](#)

[DePaul Student Handbook](#)

The [D2L Course Website](#) for this course.

## Credit for Prior Learning

Students whose home college is SCPS that have not transferred more than 99 credit hours from community college or exam credit, and have not reached 132 credit hours toward graduation with prior knowledge equivalent to this course's learning outcomes may consider seeking Prior Learning Assessment (PLA) credit as an alternative to taking this course. Contact the Office of Prior Learning Assessment at [scpspla@depaul.edu](mailto:scpspla@depaul.edu) or the [PLA website](#) for more information.

## Course Syllabus

The official syllabus for this course that includes course dates, instructor information and quarter specific details will be provided by the course instructor by the start of the course and available on the course D2L website.

## Course Registration

To find out when this course will be offered next, you can go to the [SCPS Registration website](#) for details on how to register for the course.

For information on how this course can apply to your program, contact your academic advisor.

## School of Continuing and Professional Studies

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For Advising Assistance, call (312) 362-5445 or email [scpsadvising@depaul.edu](mailto:scpsadvising@depaul.edu)

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