

PRINCIPLES OF MANAGEMENT

Degree(s)	: Economics; Management
Type	: Compulsory course unit
Curricular year/semester	: 1st year / 1st Semester
ECTS / hours per week	: 6 ECTS / 4.0 Hours
Workload per week	: 2 Theoretical x 1 Hour + 1 Practical x 2 Hours
Teacher responsible	: Professor Tiago Cardão Pito

OBJECTIVES

- The learning of the scientific fundamentals of Management.
- The understanding of managerial functions and roles in a competitive global environment.
- The elaboration on special themes - Competitiveness, Entrepreneurship, Quality, Innovation and Corporate Social Responsibility.

PROGRAM

1- Introductory ideas to management of organizations

- 1.1 Introductory concepts
- 1.2 Introduction to major schools of thought in management and organizations
- 1.3 Managing culturally diverse organizations
- 1.4 Ethics for management and organizations

2- The activity of planning

- 2.1 Elements of planning
- 2.2 Organizational strategy
- 2.3 Operating development
- 2.4 The process of decision making
- 2.5 Techniques for decision making

3- Organizing and staffing

- 3.1 The culture of organizations
- 3.2 Organizational change and innovations
- 3.3 Managing people

4- Leadership and motivation in organizations

- 4.1 Elements of leadership
- 4.2 What is motivation?
- 4.3 Effective communication
- 4.4 Group dynamics

5- The activity of control in organizations

- 5.1 Control systems
- 5.2 Dealing with underperformance and noncompliance

BIBLIOGRAPHY

Recommended Bibliography:

- Dubrin, A. 2012. *Management Essentials*. NY. South-Western- Cengage Learning.

Optional Bibliography:

- Bateman, T. and S. Snell, 2007. *Management: Leading and Collaborating in a Competitive World*. McGraw-Hill
- Hatch, M. 1997. *Organization Theory: Modern, Symbolic, and Postmodern Perspectives*. Oxford University Press.
- Northouse, P. 2012. *Leadership: Theory and Practice*. SAGE Publications
- Pugh, D. 2008. *Organization Theory: Selected Classic Readings*. Penguin.
- Robbins, S. and M. Coulter, 2013. *Management*. Pearson

- Sandel, M. 2010. *Justice: What's the Right Thing to Do?* Penguin