

## Content

| Course Code | Course Name                 | Semester | Theory | Practice | Lab | Credit | ECTS |
|-------------|-----------------------------|----------|--------|----------|-----|--------|------|
| G221        | Management and Organization | 3        | 3      | 0        | 0   | 3      | 6    |

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|------------------------|--|
| Prerequisites          |  |
| Admission Requirements |  |

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|-------------------------|---|
| Language of Instruction | French  |
| Course Type             | Compulsory  |
| Course Level            | Bachelor Degree   |
| Objective               | The main objective of this course is to introduce students to the fundamental concepts and techniques involved in managing today's dynamic organization. Students will have an understanding of basic managerial practices as planning, organizing, leading and controlling.  |
| Content                 | Week 1. Introduction to Management: Managers and organizations<br>Week 2. Evolution of management thoughts and concepts<br>Week 3. Decision making<br>Week 4. Planning<br>Week 5. Strategic planning and management<br>Week 6. Organizing and organizational structure<br>Week 7. Mid-term exam<br>Week 8. Group dynamics and motivation management<br>Week 9. Leadership<br>Week 10. Interpersonal relationships management<br>Week 11. Controlling and control processes<br>Week 12. Case studies<br>Week 13. Case studies<br>Week 14. Case studies |
| References              | Bergeron P.G. (2001). La Gestion Dynamique: Concepts, méthodes et applications, Paris: Gaëtan Morin Ed.   |

## Theory Topics

| Week | Weekly Contents  |
|------|--|
| 1    | Introduction to Management: Managers and organizations             |
| 2    | Evolution of management thoughts and concepts                      |
| 3    | Decision Making: Key concepts and decision making processes        |
| 4    | Planning   |
| 5    | Strategic planning and management                                  |
| 6    | Organizing: Organizations and organizational structure             |
| 7    | Directing: Motivations and theories of motivation                  |
| 8    | Directing: Leadership and leadership styles                        |
| 9    | Directing: Communication and conflict management in organizations. |
| 10   | Directing: Team dynamics and team management                       |
| 11   | Controlling: Systems and processus                                 |
| 12   | Case studies   |

| Week | Weekly Contents |
|------|-----------------|
| 13   | Case studies    |
| 14   | Case studies    |