



### Entitlement

**Organization and Management**

### Prerequisites

B1 level of English language

### Main aim

Understand, develop and implement business management models.

### Summary

The aim of module is to develop analytical skills, analyse changes in the society, apply management concepts, assess business situations. Management part of the module aims to provide a foundation of management theory and its application in practice. It seeks to consider behaviour of individuals and groups in organisations, human resource management (HRM), change management and the issues which are raised in their management. Fundamentals of Business provides an accessible and comprehensive introduction to business in a globalised world. Through readings and international case studies students explore a wide range of topics in contemporary business and management.

### Learning Outcomes

1. Understand the underlying determinants of change. Understand different approaches to change management process. Recognize causes of resistance in change management
2. Ability to apply organizational research methods. Can understand, analyse and evaluate the organization situation and evolution trends.
3. Ability to analyse the external environment, recognizing the dynamic economic, political and public governance context and initiate adequate organizational changes in time. Demonstrate knowledge about the ways in which key factors and processes in organizations such as, motivation, career development systems, control systems, organizational structure, strategy, leadership, group dynamics, organizational culture, conflict management, inter-organizational networks (stakeholders) and how collaboration influence workers, leaders, and entire organizations behave
4. Analyse business environment and create business idea, choose business legal form, and create organisational structure.
5. Will be able to harmonise marketing mix elements. Evaluate suppliers, and select them, comprehend production planning and service sphere particulars. Calculate the financial indicators of the company as well as analyse and assess them. Prepare a business plan.

### Syllabus

1. Introduction to Management. Basic management functions. The evolution of management. Contemporary management perspectives.

2. The Environments of Organization and Managers. The economic dimension, technological dimension, political-legal dimensions. The internal environment.
3. Planning and Strategic Management. Managing decision making.
4. Organization structure and design.
5. Managing human resources in organizations. Attracting, developing and maintaining Human Resources.
6. Leading. Managing Employee motivation and performance. Influence processes. Managing work groups and teams.
7. Controlling. Basic elements of control. Managing control in organization. Managing operations, quality and productivity.
8. Business Organizational Structures: Types and differences of Organizational Structure; Organization chart.
9. Business planning: Meaning; Importance; Types of Plans; Stages in Planning process. Strategic, Tactical and Operational Planning.
10. Introduction to change management, definitions and examples
11. Typology of change. Determinants of change
12. Theories of change management and its operationalization
13. Approaches to change management
14. Resistance to change
15. Developing change management plan
16. Business in global environment. Importance of business for economics. Business definition. Business leadership.
17. Business idea. Business functions. Business forms. Analysis of business environment.
18. Entrepreneurship. Entrepreneur's traits.
19. HR management. Organisational structure of the company.
20. Marketing goals, strategy, marketing mix.
21. Suppliers, production planning, stocks, service sphere.
22. Financial analysis of the company set.
23. Business plan development, presentation and defence.

### **Evaluation procedure of knowledge and abilities**

Project