

**Note:**

**Course content may be changed, term to term, without notice. The information below is provided as a guide for course selection and is not binding in any form, and should not be used to purchase course materials.**

## ***COURSE SYLLABUS***

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### **BUSI 310**

#### **PRINCIPLES OF MANAGEMENT**

#### **COURSE DESCRIPTION**

Management requires a balance between social (people) and technical (quantitative) perspectives, as well as between efficiency and effectiveness. This course emphasizes the application of these perspectives in each of the planning, organizing, leading and controlling functions.

#### **RATIONALE**

In support of the published Liberty University Philosophy and Mission Aims, this course seeks to provide students with academic content that: (1) enables engagement in a major field of study built on a solid foundation of liberal arts [Aim 5]; (2) development of competence and determination in the approach to the chosen vocation [Aim 7]; (3) promote the synthesis of academic knowledge and Christian values in order that there might be a maturing of spiritual, intellectual, social, and physical behavior [Aim 8]; Students will gain a knowledge and understanding of the concepts of management and leadership which will enable them to gain insight into the theories and concepts of organizations.

#### **I. PREREQUISITE**

For information regarding prerequisites for this course, please refer to the [Academic Course Catalog](#).

#### **II. REQUIRED RESOURCE PURCHASE**

Click on the following link to view the required resource(s) for the term in which you are registered: <http://bookstore.mbsdirect.net/liberty.htm>

#### **III. ADDITIONAL MATERIALS FOR LEARNING**

- A. Computer with basic audio/video output equipment
- B. Internet access (broadband recommended)
- C. Blackboard [recommended browsers](#)
- D. Microsoft Word  
(Microsoft Office is available at a special discount to Liberty University students.)
- E. APA formatting information  
<http://ezproxy.liberty.edu/login?url=http://APAStyleCENTRAL.apa.org>

#### **IV. MEASURABLE LEARNING OUTCOMES**

Upon successful completion of this course, the student will be able to:

- A. Discuss the functions of management functions and the role a manager plays in each.
- B. Summarize the historical background of management through the various eras, theories, and trends.
- C. Identify the different theories of management and the manager's role in each.
- D. Integrate biblical principles with management theories.

**V. COURSE REQUIREMENTS AND ASSIGNMENTS**

- A. Textbook readings
- B. Course Requirements Checklist

After reading the Syllabus and [Student Expectations](#), the student will complete the related checklist found in Module/Week 1.

- C. LearnSmart (8)

The student will be assigned homework to complete in Connect. The homework will consist of video cases and LearnSmart activities. All assignments for a given module/week are divided into weekly folders inside of the Connect system.

- D. Essay Questions (4)

In each odd week/module, the student will respond to 4 essay-question quizzes. Students will be given 20 minutes to answer. The quizzes are in the weekly folders inside of the Connect system.

- E. Discussion Board Forums (3)

The student will complete 3 Discussion Board Forums throughout this course. At the beginning of each even-numbered module/week, the student will choose a topic on which to research and write. Each student will write a thread of at least 700 words and include a minimum of 2 sources cited in current APA format for each forum.

Additionally, during the same module/week the student will be required to post a *substantive* reply to 2 other classmates' threads. Each individual reply must be at least 300 words in length and include 1 source cited in current APA format.

- F. Tests (4)

The student will complete 4 open-book/open-note tests in this course. Questions will be multiple choice and true/false. Students will be given 40 contiguous minutes to complete each exam, as it must be completed in one sitting. The tests are in the weekly folders inside the Connect system.

- G. Key Concept Paper

Students will choose a concept that they would like to explore further and write a 1000 word paper on the topic. The paper will have a cover page, abstract and be written in APA format. Five scholarly sources, which have been published within the previous 4 years are required.

**VI. COURSE GRADING AND POLICIES****A. Points**

Course Requirements Checklist	10
Discussion Board Forums	300
3 DB assignments (100 pts ea)	
LearnSmart Ch. assignments (8 at 25 pts ea)	200
Key Concept Paper	100
Tests (4 at 60 pts ea)	240
Essay questions assignment (4 at 20 pts ea)	80
Video case assignments (4 at 20 pts each)	80
<b>Total</b>	<b>1010</b>

**B. Scale**

A = 900–1010 B = 800–899 C = 700–799 D = 600–699 F = 0–599

**C. Disability Assistance**

Students with a documented disability may contact Liberty University Online's Office of Disability Accommodation Support (ODAS) at [LUOODAS@liberty.edu](mailto:LUOODAS@liberty.edu) to make arrangements for academic accommodations. Further information can be found at [www.liberty.edu/disabilitysupport](http://www.liberty.edu/disabilitysupport).

If you have a complaint related to disability discrimination or an accommodation that was not provided, you may contact ODAS or the Office of Equity and Compliance by phone at (434) 592-4999 or by email at [equityandcompliance@liberty.edu](mailto:equityandcompliance@liberty.edu). Click to see a full copy of Liberty's [Discrimination, Harassment, and Sexual Misconduct Policy](#) or the [Student Disability Grievance Policy and Procedures](#).

## ***COURSE SCHEDULE***

### **BUSI 310**

Textbook: Bateman, T.S., Snell, S.A., Konopaske, R. (2018). *Management*. New York, NY: McGraw-Hill Education.

<b>MODULE/ WEEK</b>	<b>READING &amp; STUDY</b>	<b>ASSIGNMENTS</b>	<b>POINTS</b>
<b>1</b>	Bateman: chs. 1–2 1 video 1 website	Course Requirements Checklist Class Introductions LearnSmart Ch 1 LearnSmart Ch 2 Quiz: Essay Questions Video Case Statement of Completion	10 0 25 25 20 20 0
<b>2</b>	Bateman: chs. 1–2 (review)	DB Forum 1 Thread & Replies Test 1	100 60
<b>3</b>	Bateman: chs. 3 & 5 1 presentation	LearnSmart Ch 3 LearnSmart Ch 5 Quiz: Essay Questions Video Case	25 25 20 20
<b>4</b>	Bateman: chs. 3 & 5 (review) 1 presentation	DB Forum 2 Thread & Replies Test 2	100 60
<b>5</b>	Bateman: chs. 7 & 11 1 presentation	LearnSmart Ch 7 LearnSmart Ch 11 Quiz: Essay Questions Video Case	25 25 20 20
<b>6</b>	Bateman: chs. 7 & 11 (review) 1 presentation	DB Forum 3 Thread & Replies Test 3	100 60
<b>7</b>	Bateman: chs. 13 & 15	LearnSmart Ch 13 LearnSmart Ch 15 Quiz: Essay Questions Video Case	25 25 20 20
<b>8</b>	Bateman: chs. 13 & 15 (review) 1 video	Key Concept Paper Test 4	100 60
<b>TOTAL</b>			<b>1010</b>

DB = Discussion Board

**NOTE:** Each course week (except Module/Week 1) begins on Tuesday morning at 12:00 a.m. (ET) and ends on Monday night at 11:59 p.m. (ET). The final week ends at 11:59 p.m. (ET) on **Friday**.