
SECTION HEADING

ADSA 1145: Supervisory Management

Description

Supervisory Management enhances participants ability to learn the skills required to effectively direct the work of others in the business world by working through people to develop and empower them. Important supervisory management concepts are stressed as well as how to apply the principles of management in the real world.

Credits

3

Prerequisite

None

Corequisite

None

Topics to be Covered

1. Levels of management
2. Managerial functions
3. Managerial theories
4. Motivation methods
5. Supervisory communication
6. Workforce diversity
7. Decision making and problem solving
8. Employee appraisal

Learning Outcomes

1. Describe levels of management
2. Explain basic skills required for management
3. Identify methods of supervisory communication
4. Discuss topics associated with workforce diversity
5. Determine how and when to delegate
6. Apply the steps associated with strategic problem solving and decision making
7. Apply managerial theories
8. Explain progressive discipline
9. Evaluate employees through an employee appraisal process

Credit Details

Lecture: 3

Lab: 0

OJT: 0

MnTC Goal Area(s): None