
MGT 307: Management of Organizations

Spring 2025

COURSE INFORMATION

Instructor: Christopher Roos Ed.D

Mode of Delivery: Online

Email: christopher.roos@csuci.edu

Office Hours: Currently virtual via Zoom on

Mondays 11:00am – 1:00pm

Also available by appointment.

Open Communication: If you have any questions, please contact me proactively. The best way to contact me is via text or email. Please include **MGT 307** in the subject line. I will strive to respond to your emails within 24 hours during business days (weekends and holidays excluded). If you happen to not hear back from me within 24 hours, please try reaching out again via another medium. I will be happy to meet with you via Zoom by appointment. Please contact me via email to set up an appointment.

THIS SYLLABUS IS SUBJECT TO CHANGE. I WILL DO MY BEST TO NOTIFY YOU OF ANY CHANGES IN ADVANCE.

COURSE OVERVIEW.

Principles, methods and procedures planning, organizing, leading, and controlling people within organizations. Topics include the history of management thought, organizational culture and design, decision-making, managerial communication, and strategic management.

STUDENT LEARNING OUTCOMES

Students participating in Management of Organizations will:

- Describe orally and in writing the fundamentals of management within domestic and global enterprises (1,2,3,5)*
- Write analyses of complex cases related to management and organizational behavior principles (1,5)*
- Formulate and execute management policies, strategies, plans and procedures (1,5)*
- Identify, conceptualize, and develop solutions for successful resolutions to organizational problems (1,5,6)*

*Aligns with Program Learning Goals for: 1) Critical thinking, 2) Oral communication, 3) Written Communication, 4) Conduct (Ethics), 5) Competencies in discipline, 6) Collaboration

REQUIRED COURSE MATERIALS

Principles of Management, v5.0, Talya Bauer, Berrin Erdogan, and Jeremy Short, (Published 2021)

Flat World Knowledge. Several formats.

Link to our book: <https://students.flatworldknowledge.com/course/2606271>

Please note that a legitimate copy of the text is required to be able to complete the chapter homework questions.

COURSE MAP

Week	Anticipated Topic(s)	Assignments and Activities
Week 1	Introduction and Principles of Management History, Trends, Globalization & Ethics MBF Termination Assignment	Chapter 1 Questions Due Chapter 2 Questions Due MBF Termination Discussion Assignment Chapter 1 Discussion Question Due
Week 2	Personality, Attitudes and Work Behaviors Mission, Vision & Values Peter Drucker Assignment	Chapter 3 Questions Due Chapter 4 Questions Due Peter Drucker Assignment Due Chapter 3 & 4 Discussion Question Due
Week 3	Managing Groups and Teams Current Event Assignment	Chapter 12 Questions Due Chapter 5 Questions Due Current Event Paper Due Chapter 12 & 5 Discussion Question Due
Week 4	Goals and Objectives MIDTERM	Chapters 6 & 7 Questions Due MIDTERM
Week 5	Organizational Culture Leading People and Organizations	Chapter 8 Questions Due Chapter 9 Questions Due
Week 6	Decision Making Communication in Organizations Sydney Brian-Peters Case Study	Chapter 10 Questions Due Chapter 11 Questions Due Sydney Brian-Peters Assignment Due
Week 7	Motivating Employees The Essentials of Control Interview a Manager Assignment	Chapter 13 Questions Due Chapter 14 Questions Due Interview a Manager Assignment Due
Week 8	Strategic H.R. Management Team Project	Chapter 15 Questions Due Team Project Due
Final Exam	Final Exam	Final Exam (Comprehensive)

COURSE STRUCTURE

It is important that you please carefully review each portion of the modules, as there are a variety of assignments, testing, and resources and other information provided within each module. Please know that you are responsible for all material covered in the course, including, but not limited to, the readings, videos, discussions, assignments, and testing. In other words, please don't just focus on the chapter questions, while ignoring the remainder of the chapters. Moreover, though the video lectures tend to serve as a form of review of some of the key points from the text, they also emphasize important points and add additional information, which may not be covered in the textbook.

- Every week of the term has a Module. In each module you will find links to all the materials relevant.
- Read the syllabus carefully. It has all the information that you need. You can save yourself and your instructor a lot of time if you study the syllabus, make notes of important dates in your personal calendar and follow along with the course.
- **Important: Please note that some assignments which are due throughout the term, require prior or ongoing work. Consequently, please do not merely look at due dates and think that you should complete an assignment that week. Some of the main assignments (such as the Interview a Manager and the Team Project) should be worked on much earlier than their due dates.**

How this Course Works

It is integral that you follow the modules, as they lay out the course assignments and materials in an organized fashion. It will be necessary to purchase a legitimate copy of the [textbook](#), as the chapter questions are tied into the Flatworld system. The Midterm and Final Exams are cumulative, as material builds throughout the term.

If you haven't already done so, please review the actual downloadable [syllabus](#).

- The course will mostly be graded on correct responses to questions, depth and quality, clarity, and significance of postings and submissions, while depicting preparedness. It's important to leave no doubt that you understand and can apply the material. Please uphold the requirement of quality and expectation of active participation, while sharing your own views, experience, and when appropriate, additional sourcing.
- Generally speaking, the course flows in the order of the modules as depicted on Canvas. Typically, modules have a "where to next" type of directive page which you are asked to please review prior to moving forward, as these pages help lay out what is intended next on the agenda. Please note, some of the "where to next" styled pages, may have some funny names. I do this in an effort to keep things a bit on the lighter side for my students from time to time. So, I thank you for going with the flow.
- This 8-week course will be organized into weekly segments. Though the course will not require meeting in person, nor will it demand synchronous interaction as a group, each week, you will be expected to be actively involved in the assignments as part of fulfillment of the learning objectives for the course, while demonstrating your mastery of the student outcomes. Additionally, there is a team project which will require coordination and interaction with classmates.

In order to demonstrate such proficiency, you will:

- **Follow the Community Ground Rules at all times.**
 - All assignments shall exhibit high, professional quality work, depth, creativity, appropriate citations, and clear connection with our coursework.
 - Complete the reading for each section of the book, as well as conduct independent research on topics, technologies or businesses related to the reading and discussion concepts.
 - Participate in the online discussion board(s) with insightful, original, and well-constructed thoughts which relate to your own research, experience, and the topics presented by others.
 - When posting (whether initial postings or response postings) on our discussion board(s), instead of being completely general, all students should please try to tie in some of the principles/terms from our course if possible. Again, please include appropriate outside sources (citing properly). As for the length of the initial posting and response postings, that really is open to how creative, appropriate, and thorough you are in your responses. If I believe your submission style needs to be adjusted, I will advise you accordingly. Do you think I would consider what you have submitted to be "Excellent?" or "Good" or "Merely Acceptable" or "Lacking" or "Insufficient?" Do your postings follow directions and inputs? Are they quality postings which reflect deep, critical thought and creativity to add to the value of the discussion while following all our community ground rules? At this level of education, I am confident you are able to recognize if you are submitting quality points, without going too overboard with minor details or fluff styled added content.
- **Students respect the views and opinions of their peers, guests and the professor.** Discussion is encouraged and an integral portion of this class. It's anticipated that in a variety of instances, there be differing ideas and opinions. Intolerance for the views of others is unacceptable.
- **Late Policy.** As depicted below, unless otherwise approved by the professor, all assignments are expected when requested. Late assignments are **generally NOT accepted** and will result in ZERO points or if accepted, will be subject to a (substantial) reduction in points. **Contact the instructor as soon as possible** if you are unable to complete an assignment on time due to an emergency situation or extraordinary circumstances.

COMMUNICATION

The best ways to get in touch with Professor Roos:

Email: Christopher.roos@csuci.edu

Call or Text: (818)519-0106 - If sending a text, please be sure to state who you are, since many times only a phone number will appear, but not a name. Thank you.

If you send an email, text, or leave a voice message, please leave detailed information including level of urgency. Please advise if there is a certain manner you prefer to be contacted by and also if there's any time you should not be contacted back. At times I will respond to emails and texts during late night or early morning hours. Should you be in a situation where your receipt of same will serve as a disturbance to you or others and you prefer that I not send such communications during those times, please be sure to let me know so I can do my best to not disturb you.

Generally speaking, my goal is to respond to student inquiries within 24 hours. However, in many instances I respond much more rapidly. If you have reached out to me via one of the above methods and you have not heard back from me within 24 hours, please again reach out to me using another medium from the one you previously tried. Thank you. Please be cognizant of your form of delivery and intended degree of privacy when communicating. For instance, when responding to an announcement made via Canvas, your response may be viewable by the entire class. Similarly, take notice if replying to "all" as compared to one person in email communications.

EXPECTATIONS

This course is offered in an online format. Course information and content is housed in the CSUCI Canvas. Success in college requires preparation. The information below is provided to help set clear and realistic expectations about college level work, as well as resources to help students succeed.

- **Plan to spend 8 - 12 hours weekly on course readings, resources, interactions, and assignments.**
- Plan to have consistent and reliable access to the internet.
- Note all the course graded assignments and exams on your personal calendar.
- Read the textbook and other assigned reading material as scheduled in the modules.
- View each of the videos/lectures assigned in the modules and complete all assignments/quizzes and exams.
- Check your email and Canvas site every day.
- Important: Please note that some assignments which are due throughout the term, require prior or ongoing work. Consequently, please do not merely look at due dates and think that you should complete an assignment that week. Some of the main assignments (such as the Interview a Manager and the Team Project) should be worked on much earlier than their due dates.
- As you move through the topics in each module, rather than simply viewing lecture content, you may be asked to read, listen to, and watch a variety of media. You'll also be regularly prompted to actively evaluate your knowledge as you're building it. The components in each module are designed to be generally completed in order, though again, please know that some assignments depicted in latter modules require work prior to the respective week/module. It is important that you please carefully review each portion of the modules, as there are a variety of assignments, testing, and resources and other information provided within each module. Please know that you are responsible for all material covered in the course, including, but not limited to, the readings, videos, discussions, assignments, and testing. In other words, please don't just focus on the chapter questions, while ignoring the remainder of the chapters. Moreover, though the video lectures tend to serve as a form of review of some of the key points from the text, they also emphasize important points and add additional information, which may not be covered in the textbook. In addition to videos, readings, assignments and interactives, here are a few types of activities you'll encounter.

- Chapter Homework Questions: At the conclusion of chapters, you will complete a graded retention quiz covering concepts introduced in the chapter. These questions are designed to assess your learning at regular intervals, identify gaps in knowledge, and help you prepare for the course exams. However, please remember that you are responsible for all material covered in the chapters (not just the material related to the questions posed), as well as all material covered in discussions, presentations/lectures/videos, assignments and overall material in the course.
- Discussion Board: In certain modules, you'll find detailed discussion board prompts where you are expected to post a video and/or written response, as well as comment on your classmates' posts. These discussion boards are graded by your instructor according to the directions provided.
- Office Hours: Use this time to ask your instructor about any concepts you are struggling with, difficulties with assignments, or to simply share something relevant to the class.
- If you find that you are having difficulties with the content of this course, you are highly encouraged to contact Professor Roos to inquire about learning strategies that may lead to success in this course.

GRADING POLICIES

Final grades assigned for this course will be based on the percentage of total points earned and are assigned as follows:

Letter Grade	Percentage	Performance
A	93-100%	Excellent Work, Exceeding and Mastery
A-	90-92%	Nearly Excellent Work
B+	87-89%	Very Good Work
B	83-86%	Good Work, Excelling at Above Average
B-	80-82%	Mostly Good Work
C+	77-79%	Above Average Work
C	73-76%	Average Work, Proficient
C-	70-72%	Mostly Average Work
D+	67-69%	Below Average Work
D	63-66%	Poor Work
D-	60-62%	Very Poor Work
F	0-59%	Failing Work

TABLE 2: COURSE GRADE WILL BE BASED ON THE FOLLOWING WEIGHTED COMPONENTS:

Component	Weight
MBF Termination Assignment	6.67%
Chapter Discussion Questions	2.5%
Chapter Questions	20%
Current Event Assignment	3.33%
Interview a Manager	10%
Drucker Paper	3.33%
Midterm	16.67%
Sydney Brian-Peters Case Study	4.16%
Team Project	16.67%
Final Exam	16.67%
TOTAL	100%

Assignments and scheduling may change to allow for flexibility. Any changes will be announced in class and posted on Canvas. The professor reserves the right to change the method for determining course evaluation at any time.

Please trust me when I say that I have caught people who have used AI and have had to therefore issue a failing grade for the course and report students to the university administration. Please do NOT cheat.

ASSIGNMENT DETAILS

MBF Termination Assignment

Please refer to the assignment instructions on Canvas. This interactive assignment asks you to put yourself in the position of manager/operator of a firm who needs to determine the order in which you'd terminate employees. The assignment serves as a good opportunity to elicit critical thinking as might be necessitated in the role of manager.

Chapter Discussion Questions

Please refer to the assignment instructions on Canvas. Different than the objective chapter questions, the chapter discussion questions allow students to impart their own subjective knowledge into material from the respective chapter(s).

Chapter Questions (AKA Quizzes)

Please refer to the assignment instructions on Canvas. For each of the chapters of the text, there are objective questions in which to respond to.

Current Event

Please refer to the assignment instructions on Canvas. Management of organizations can be found in a multitude of arenas, for instance, within sports, education, corporations, and neighborhood stores. This assignment allows students to tie in and analyze some of the course's management material to actual events.

Interview a Manager

Please refer to the assignment instructions on Canvas. One of the staple assignments of this course, this assignment calls for students to interview a manager/supervisor based off of some specific questions, while being encouraged to include additional questions of their own. The interview is then examined and written about, tying in our course material.

Peter Drucker Paper

Please refer to the assignment instructions on Canvas. This assignment asks students to explore one of management's foremost authors/theorists, while assessing areas of success/failure and concepts in which the respective student agrees or disagrees with.

Sydney Brian Peters Case Study

Please refer to the assignment instructions on Canvas. This multifaceted case includes issues such as covering, the concept of staying put, ethics, and the economics of one's name to name a few. On the surface it may seem pretty clear cut, but as students delve deeper into the considerations, they may find they are torn as to how they'd address some of the dilemmas at play.

Team Project

Please refer to the assignment instructions on Canvas. This multi-part assignment calls for students to work with fellow students to develop a new organization, tying in a substantial amount of the concepts covered in the course, and to then formulate a pitch to possible investors about said organization.

Exams

Please refer to the exam instructions on Canvas. Both the midterm and final exam will be cumulative to include material covered throughout all aspects of the course up until the respective point of the exam.

LATE ASSIGNMENT POLICY

Unless otherwise approved by the professor, all assignments are expected when requested. Late assignments are **generally NOT accepted** and will result in ZERO points or if accepted, will be subject to a (substantial) reduction in points. **Contact the instructor as soon as possible** if you are unable to complete an assignment on time due to an emergency situation or extraordinary circumstances.

EXAM AND QUIZ INSTRUCTIONS

Please refer to the information in Canvas for the appropriate instructions for each EXAM or QUIZ.

SUGGESTIONS FOR SUCCESSFUL EXAM & QUIZ COMPLETION

- For objective questions, please choose the best answer and click the lower right arrow to advance to the next question. For subjective questions, be sure to follow the prompts.
- Complete the test when launched the first time.
- Do not refresh the browser window while taking a test. Changing to a different browser tab or window will pause the exam. Do not change screens during the test.
- If you have trouble during a test, email your instructor immediately with an explanation of what happened. Your exam attempt will be examined and may be reopened after evaluation.
- Upon completion of the exam click on "Save and Submit" and check your score. Navigate to "My Grades" to ensure the score was recorded. If it was not recorded email your instructor immediately.

STUDENT SUPPORT & UNIVERSITY POLICIES

Drop Policy

According to University policy, non-attendance does not constitute withdrawal; to withdraw from this class you must file a drop form with the University. If you fail to attend this class, and you do not formally drop the class, a "WU" (unauthorized withdrawal), the equivalent of a failing grade, will be recorded.

Disability Statement

If you are a student with a disability requesting reasonable accommodation(s) in this course, please visit Disability Accommodations and Support Services (DASS) located on the second floor of Arroyo Hall or call 805-437-3331. All requests for reasonable accommodation(s) require registration with DASS in advance of needed services. Faculty, students and DASS will work together regarding classroom accommodations. You are encouraged to discuss approved accommodations with your faculty.

Academic Integrity

As an institution of higher learning, CSUCI values academic integrity and will not tolerate acts of academic dishonesty. Academic dishonesty includes but is not limited to such things as cheating, inventing false information or citations, plagiarism, and helping someone else commit an act of academic dishonesty. If a student is found responsible for committing an act of academic dishonesty in this course, an appropriate academic penalty will be assigned, and the incident will be referred to the Dean of Students Office. For additional information, please refer to CSUCI's [Policy on Academic Dishonesty](#).

Campus Tutoring Services

The Learning Resource Center (LRC) offers free one-on-one peer tutoring for all MVS School undergraduate courses. The LRC tutors will help students with study skills, fundamental concepts, comprehension, homework, test preparation, and much more. The LRC now also offers online tutoring through Zoom! The Peer Tutor Schedule is available via the [LRC webpage](#).

Writing & Multiliteracy Center

The Writing & Multiliteracy Center (WMC) provides all CSUCI students with free support services and programs that help them address 21st Century challenges of creatively thinking about and composing in written, oral, visual, and digital forms of communication. Peer consultants help you at any stage of the composition process via one-to-one or group consultations, online consultations, and workshops offered throughout the semester. To make an appointment to work with a consultant or to learn more, visit the

[WMC webpage](#).

Counseling and Psychological Services (CAPS)

CAPS is pleased to provide a wide range of services to assist students in achieving their academic and personal goals. Services include confidential short-term counseling, crisis intervention, psychiatric consultation, and 24/7 phone and text support. CAPS is located in Bell Tower East, 1867, and can be reached at 805-437-2088 (select option 2 on voicemail for 24/7 crisis support); you can also email us at caps@csuci.edu or visit their [website](#).

If I am 'out'

If I get ill, or need to care for a loved one, or some other unexpected interruption, I may not be able to be present or interactive in the course. If that were to happen (and let's hope it doesn't), you need to follow the Canvas instruction where I will place lectures, and PowerPoint slides, assignments, and exams.

If you are 'out'

If you are out for the same above reasons, you need to let me know and we can communicate via email. You will need to follow the Canvas instructions and modules for your assignments. Take a few hours or days.

SUCCESS IN AN ONLINE COURSE

To succeed in the online environment, students should have the following:

- A computer with a stable Internet connection.
- Basic computer skills – email, Internet, and basic word processing.
- Microsoft Office 2010, or newer (must include Word) or equivalent.
- An email address that will not change from the beginning until the end of the term.
- A "technology back-up" plan to complete assignments in case computer or Internet fails.
- Sufficient time - online courses require as much time as face-to-face courses.
- Self-motivation, accountability, and good time management to work with minimal supervision.

Students are also required to:

- Make use of online course materials available via Canvas.
- Participate in asynchronous online discussions.
- Complete readings and assignments by the dates indicated on the schedule.
- Check school email on a daily basis.

EXPECTATION FOR STUDENT PARTICIPATION

Students are expected to be active in the course multiple times throughout the week, stay-up to date on readings, videos, and assignments, and complete all quizzes and tests on time. Please review the course schedule ahead of time and note submissions deadlines to better plan your individual work and teamwork. Students are encouraged and expected to collaborate, engage, and actively consult with their teammates when completing team projects. However, consulting with friends and doing online searches while completing quizzes and tests is considered cheating and may result in zero points on the assessment, expulsion from the course, and suspension from the program. Please reach out to the professor with any questions.

NETIQUETTE

Netiquette is online etiquette and is applicable to all course communications. It is important that all students be aware of proper behavior and show respect to one another. Netiquette guidelines are common sense and ask all to use appropriate language for an educational environment:

- Use complete sentences, proper spelling and grammar
- Avoid slang, uncommon abbreviations, obscene or threatening language
- Please refer to and adhere to the Community Ground Rules (AKA Guidelines). The University values diversity and encourages discourse. Be respectful of differences while engaging in discussions.

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<i>Date</i>	<i>When</i>	<i>What</i>	<i>Where</i>	<i>%</i>	<i>Possible Points</i>
Ongoing	Please refer to Canvas Modules Due each week	CHAPTER QUESTIONS	Complete on Canvas	20	120 (15 chapters at 8 points each)
1/26/25 2/2/25 2/9/25	By assignment 1/26/25 2/2/25 2/9/25	CHAPTER DISCUSSION QUESTIONS	Submit via Canvas	2.5	15 (3 submissions at 5 points each)
1/26/25	1/26/25	MBF Assignment and Discussion	Discussion on Canvas	6.67	40
2/2/25	2/2/25	PETER DRUCKER Submit a 2-3 page paper per instructions listed on Canvas.	Submit via Canvas	3.33	20
2/9/25	2/9/25	CURRENT EVENT 2-3 page assessment of a current event utilizing management principles.	Submit on Canvas	3.33	20
Open 2/13/25	Due 2/16/25	MIDTERM	Take via Canvas	16.67	100
3/2/25	3/2/25	SYDNEY CASE STUDY Submit a 3-4 page paper responding to all seven discussion questions.	Submit on Canvas	4.16	25
3/9/25	Due 3/9/25 Students should work on this sooner	INTERVIEW A MANAGER Paper	Submit paper on Canvas	10	60
3/15/25 3/15/25 3/15/25	Due date by assignment 3/15/25 3/15/25 3/15/25	TEAM PROJECT Team Paper Team Presentation Pitch Individual Paper	Submit via Canvas	16.67	 70 20 10
Open 3/12/25	Due 3/15/25	FINAL EXAM	Take via Canvas	16.67	100
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Important Note: Any form of academic dishonesty, including cheating and plagiarism, may be reported to the office of student affairs.

Course policies are subject to change. It is the student's responsibility to check CILearn for corrections or updates to the syllabus. Any changes will be posted in CILearn.