

ITEM		
1. Title of subject	CONTEMPORARY BUSINESS ORGANISATION	
2. Subject code	DBA 106	
3. Status of subject	Compulsory	
4. Stage	Diploma	
5. Credit Hours	Three (3)	
6. Pre-Requisite	None	
7. Assessment	10% - Class Test 1 10% - Class Test 2 10% - Assignment 70% - Final Exam	
8. Semester	Semester 2, Year 1	
9. Objective of subject	The aim of this unit is to explore the impact of the Total Quality Management philosophy on modern business practice. The students will explore how quality systems are established and managed, how the commitment and talents of participating staff are harnessed to achieve continuously improving levels of customer satisfaction.	
10. Synopsis of subject	This unit will cover the main principles behind the management of people in organisations, which are essential for anyone expecting to be involved in management within any size of organisation.	
11. Details of subject	Contents	Hours

<p>Week 1-2</p>	<p>Topic: THE DEVELOPMENT OF ORGANIZATIONAL THEORY</p> <ul style="list-style-type: none"> • The nature of Organisations • Classical Theory • Human Relations School • Contingency Theory • System Theory • Contemporary Theories <p>Learning Outcomes: By the end of the session, students will be able to:</p> <ol style="list-style-type: none"> 1. Discuss on the nature of organisation; 2. Compile the theories and revise its contribution to the business organisation. <p>Activity: Lecture</p> <p>Further reading for this lesson: Mullins, L. J. (2005). <i>Management and Organizational Behaviour</i> (7th ed.). London: Pitman Publishing.</p>	<p>6</p>
<p>Week 3</p>	<p>Topic: THE CONTEXT OF ORGANIZATIONS</p> <ul style="list-style-type: none"> • The organization in its environment • The general external environment • The specific external environment • The internal environment • Conducting an environmental analysis <p>Learning Outcomes: By the end of the session, students will be able to:</p> <p>Analyse the importance and contribution of internal and external environment to business organisations.</p> <p>Activity: Lecture</p> <p>Further reading for this lesson: Mullins, L. J. (2005). <i>Management and Organizational Behaviour</i> (7th ed.). London: Pitman Publishing.</p>	<p>3</p>
<p>Week 4</p>	<p>Topic: ORGANIZATIONAL DIRECTION – THE PLANNING PROCESS</p> <ul style="list-style-type: none"> • Defining Overarching Intent – Mission, Goals and Policies • Strategic and Operational Planning • Objectives • Influences on Strategy and Planning 	<p>3</p>

	<p>Learning Outcomes: By the end of the session, students will be able to:</p> <ol style="list-style-type: none"> 1. Demonstrate the understanding of organizational direction; 2. Discuss the objectives of a business, and its relations to their mission, vision and goals; 3. Discuss and critique the strategy and planning aspects of businesses. 	
	<p>Activity: Lecture</p>	
	<p>Further reading for this lesson: Mullins, L. J. (2005). <i>Management and Organizational Behaviour</i> (7th ed.). London: Pitman Publishing.</p>	
<p>Week 5 – 7</p>	<p>Topic: ORGANIZATIONAL STRUCTURE AND DESIGN</p> <ul style="list-style-type: none"> • Infrastructure • Superstructure • Factors influencing Organizational Design • The Nature of Bureaucracy • Co-ordination In Decentralized Structures • Flexibility and Alternative Forms of Organizational Design 	<p>9</p>
	<p>Learning Outcomes: By the end of the session, students will be able to:</p> <ol style="list-style-type: none"> 1. Compile information on the organizational structure and design, to revise the infrastructure and superstructure; 2. Discuss the factors influencing Organisation Design and its flexibility; 3. Demonstrate the nature of bureaucracy and its relation to Decentralized Structures. 	
	<p>Activity: Lecture</p>	
	<p>Further reading for this lesson: Mullins, L. J. (2005). <i>Management and Organizational Behaviour</i> (7th ed.). London: Pitman Publishing.</p>	
<p>Week 8 – 9</p>	<p>Topic: AUTHORITY AND DECISION MAKING</p> <ul style="list-style-type: none"> • Authority • Delegation • Empowerment • Decision Making in Organization • 	<p>6</p>
	<p>Learning Outcomes: By the end of the session, students will be able to analyze the importance of Authority, Delegation and Empowerment, and how these will help an organisation in making decision.</p>	
	<p>Activity: Lecture</p>	

	<p>Further reading for this lesson: Mullins, L. J. (2005). <i>Management and Organizational Behaviour</i> (7th ed.). London: Pitman Publishing.</p>	
Week 10 –11	<p>Topic: DEVELOPING ORGANIZATIONAL EFFECTIVENESS</p> <ul style="list-style-type: none"> • Principles of Control • Control and Organizational Process • Measuring Performance • Benchmarking • Techniques of performance Management <p>Learning Outcomes: By the end of the session, students will be able to:</p> <ol style="list-style-type: none"> 1. Discuss the methods of control and its importance to measuring performance at work; 2. Explain the contribution of Benchmark, and techniques of performance management in business organisation. <p>Activity: Lecture</p> <p>Further reading for this lesson: Mullins, L. J. (2005). <i>Management and Organizational Behaviour</i> (7th ed.). London: Pitman Publishing.</p>	6
Week 12 –13	<p>Topic: ORGANIZATIONAL CHANGE AND DEVELOPMENT</p> <ul style="list-style-type: none"> • The Dynamic of Change • The Process of Change • Change Strategies • The Role of Managers • Culture and Change Organizational Development <p>Learning Outcomes: By the end of the session, students will be able to:</p> <ol style="list-style-type: none"> 1. Explain the process and strategies of Change, and how it helps manager to carry out their tasks; 2. Analyze Culture and Change towards achieving organisational development. <p>Activity: Lecture</p> <p>Further reading for this lesson: Mullins, L. J. (2005). <i>Management and Organizational Behaviour</i> (7th ed.). London: Pitman Publishing.</p>	6

Week 14	Topic: RESPONSIBILITY AND STAKEHOLDERS		3
	<ul style="list-style-type: none"> • Stakeholder interest • Legal responsibilities • Responsibilities to staff • Corporate social responsibility • Management ethics 		
	Learning Outcomes: By the end of the session, students have to revise how important stakeholders are to a business organisation, and the legal & social responsibilities the business organisations have towards them.		
	Activity: Lecture		
	Further reading for this lesson: Mullins, L. J. (2005). <i>Management and Organizational Behaviour</i> (7 th ed.). London: Pitman Publishing.		
	Total		42
12. Text	Compulsory	Mullins, L. J. (2005). <i>Management and Organizational Behaviour</i> (7 th ed.). London: Pitman Publishing.	
	Reference	<p>Huczynski, A., & Buchanan, D. (2000). <i>Organisational Behaviour: An Introduction Text</i> (4th ed.). New York: Pearson Education.</p> <p>Beardwell, I., & Holden, L. (Eds.). (2000). <i>Human Resource Management: A Contemporary Approach</i> (3rd ed.). Harlow: Prentice Hall.</p> <p>Robbins, S. P. (2005). <i>Organisational Behaviour</i> (11th ed.). Pearson, Educational International.</p> <p>Robbins, S. P. (2005). <i>Management</i> (8th ed.). Pearson, Educational International.</p>	