

Organizational Management

Bachelor's Degree Completion

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Curriculum Overview

Organizational Management

- Turn-Key
- Undergraduate
- Degree-Completion

Accelerated

- 18 months (15 Modules) to complete the academic major and core courses (48 credits)
- Classroom – one night per week for four hours
- Online – programmed daily and weekly events

Adaptive Flexibility

- Fully Classroom
- Fully Online
- Fully Blended

Curriculum Overview

The course work for the Organizational Management program consists of 48 upper-division semester credits to be completed over an 18-month period. These modules focus on organizational behavior, supervision, interpersonal skills, and management challenges and are designed to complete a bachelor's degree.

Term One (15 credits)

The Adult Journey

(3 semester hours)

This module is specifically designed as the first module in the degree completion program sequence. As such, it has a dual purpose. Academically, it presents both classic and contemporary adult development lifespan theory while linking these concepts to individual experience through assessment and reflection. From an instructional design standpoint, this module provides the foundations for cohort development and lifelong writing skills to be utilized throughout the degree completion program.

Group and Team Dynamics

(3 semester hours)

This module explores the nature of groups and teams in the workplace. It looks at group and team theory and seeks to provide the learner a guide for practical application of that theory in the participation, leadership and management of groups and teams in the professional environment. Participants will develop a critical view of groups and teams, and be able to design, assess, and critique effective group and team practice.

Organizational Behavior

(3 semester hours)

In today's business world, competition necessitates that any organization first establish, and then sustain, a competitive advantage. This can only

be accomplished by organizations that are functioning effectively across the many dimensions of organizational behavior. This module examines the three dimensions of individual behavior in organizations, groups and social processes, and organizational processes.

Business Communications

(3 semester hours)

The Business Communications module addresses the multiple means through which effective communications take place in the business environment. The module explores different aspects of communications including verbal and non-verbal, conflict and conflict resolution, and presents multiple theories addressing modern issues in communication in the workplace while equipping adult learners to identify and address issues impacting communications.

Management Principles

(3 semester hours)

Adult learners will examine the foundations and traditional approaches of management principles: planning, organizing, leading, and controlling. This incorporates the elements of delivering strategic value, building a dynamic organization, mobilizing people, and learning and changing. Leadership and collaboration is integrated with direct applications to the individual and group functioning in today's business environment.

Term Two (15 credits)

Accounting for Managers

(3 semester hours)

In today's high tech global business environment, it is increasingly important for managers to know how to use accounting information effectively in business decisions. Managerial accounting is used to provide timely information regarding business operations, to facilitate planning and control, to solve specific business challenges, and to analyze business opportunities. Cost allocation methods make it possible to provide information regarding business operations. Break-even analysis is a tool that helps managers understand how profits are affected by selling prices, volume, unit variable costs, fixed costs, and mixed costs. Budgeting provides the framework for organization planning. The analysis of variance from the planned budget gives insight into the operations of the organization and provides a mechanism for controlling operations.

Finance for Managers

(3 semester hours)

This module focuses on the areas of corporate finance needed by adult learners even if they are not planning a finance career. Finance provides a number of tools and reports that aid in determining which long-term investments to make, where the financing will come from, and how one manages collecting from customers and paying suppliers. The following three areas will be studied in detail in this module: capital budgeting, capital structure, and working capital management. Capital budgeting requires an evaluation of future cash flows. Decisions regarding capital structure include the mix of debt and equity and the least expensive sources of funds. Working capital management decisions include inventory levels, customer credit terms, and sources of short-term financing.

Marketing for Managers

(3 semester hours)

Through assigned readings, case studies, Web-site connections, class discussion, writing assignments, and the team project, adult learners will be exposed to basic marketing theory and terminology. They will be given the opportunity to apply these principles and concepts to real world, domestic and international situations. This exploration provides adult learners with an appreciation of the role of marketing in organizational strategic planning: an awareness of how customer behavior and decision data are collected and analyzed in the marketing planning

process; and the confidence to participate with other organizational members to "connect with customers" in a variety of effective and meaningful ways.

Human Capital Management

(3 semester hours)

Learners explore the values and perceptions of selected groups affecting social and economic life through an analysis of policies and practices of recruitment, selection, training, development and compensation of employees. Special attention is given to Equal Employment Opportunity and Office of Safety and Health Administration legislation through a series of case studies and simulations.

Business Ethics and Individual Values

(3 semester hours)

This is a module in which the learner formulates a philosophy of life, providing the base for such concerns as ethics in business, accountability in government, respect for human rights, and responsible lifestyle in our contemporary world. Ethical theories and personal values are examined through readings, analysis of the workplace, and classroom discussion.

Term Three (18 credits)

Domestic Business Issues

(3 semester hours)

This module introduces the student to business, social, ethical, cultural, ecological, and technical relationships between corporations and their related stakeholders in the United States. It emphasizes corporate responsibility and impact in a broad and complex range of stakeholder relationships.

Global Business

(3 semester hours)

This module examines world trade and the processes that managers go through to establish or expand operations into international markets, and introduces business involvement in foreign markets, combining theoretical, historical, and current perspectives on international business and world trade. The terminology of international business and the influence of forces such as culture, economics, politics, and geography on business and markets are presented. Significant international organizations including the World Bank, the International Development Association, the World Trade Organization, and the International Monetary Fund are included as well.

Strategic Management

(3 semester hours)

The goal of this module is to integrate the concepts of strategic management, business strategy formulation and business policy. It is designed for students concentrating in Organizational Management. The course explores the concepts behind strategic management and strategy formulation. This includes exploring the issue of social responsibility, defining a company's mission statement, the use of internal analysis, external analysis, and levels of strategy. The course also examines issues involved with strategy implementation. This includes structural, cultural and leadership implications. For evaluation, this course utilizes a combination of quizzes, essays, personal presentations and a final summary paper.

Research Methods and Statistics

(4 semester hours)

This module will provide an overview of the research process and research methods for management and business learners in the Organizational Management program who are required to complete an independent research project in their workplaces to fulfill degree requirements. It will include how to identify and define a problem suitable for such research, how to find information and literature sources related to the defined problem, and how to evaluate and utilize identified sources. Learners will use Microsoft Excel Spreadsheets. Problem analysis and evaluation techniques are presented. Learners are shown methods for defining, researching, analyzing, and evaluating a

problem they would solve in their work or a vocational environment. Specific statistical information covered in the module includes identifying and measuring objectives, collecting data, working with significance levels, analyzing variance, and constructing questionnaires.

Business Application Project

(5 semester hours)

This module is a capstone to the entire degree-completion program and combines the research, theories, and concepts from the whole program with practical implementation. In the seven chapters of the Business Application Project, learners will build on the Research Methods and Statistics module by examining a problem in their occupation and presenting a solution. The project will be submitted in written format.