

Faculty	Management and Social Sciences	
Department	Business Administration	
Course Title	Management Theory 1	
Year of Study	2022/2023	
Course Code	Bus 303	
Credit Hours	3 hours	
Contact Hours	45	
Mode of Delivery	Classroom Lectures, Laboratory Practical Sessions	
Mode of Assessment		Weight%
Continuous Assessment		30%
Final Examination		70%
Total		100%
Course Lecturers and Instructor(s)	Dr. J. A. Ishola	
Course Description	<p>The course is designed to introduce management especially as it relates to an operating organization. Various management concepts, theories, functions, principles, administration, managerial responsibilities, problems and challenges, etc.</p>	
Course objectives	<p>The general objective of the course is for the students to understand the basic fundamentals the of management, its use, purpose and importance in an organization. At the end of the course the students would understand the following:</p> <ul style="list-style-type: none"> - The basic concepts of management 	

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	<ul style="list-style-type: none"> - The universality of management - Relationship between management and administration - The concepts of management theories and scholars of those theories - MBO-Management by Objectives. Its concepts, and importance in an organization - Problems and challenges of an organization - Managerial duties, qualities and types, etc.
<p>Learning Outcomes</p>	<p>At the end of this course, students will be able to:</p> <ul style="list-style-type: none"> - Explain the universality of management - Describe the scientific and behavioral school of thought in management. - Explain the basic concepts of management - Describe the historical development of management - Describe what constitute functions of management - Identify problems and challenges of management in an organization - Describe the role MBO as a management principle in an organization - Describe the role of a manager and it importance in organization - Explain the relationship and difference between management and administration -
<p>Teaching and Learning</p>	<p>The lecture will be delivered through face-to-face method. Class time will be used for both lectures, tutorials and practical inform of presentation. Three hours</p>

	lecture takes place every week. Students are expected to read around the topics through textbooks, internet, etc.
Detailed Course Content	<p>Management: definitions, scope, functions, universality and fundamentals. Management Art and Science.</p> <p>Management and administration; management theory: classical, human relation, scientific and behavioral schools of thought; management by Objectives.</p> <p>Management Grid; Manager: types, roles qualities of a manager; problems of management in an organization.</p>
Detailed Course Outline	
Week 1. - Concepts of management	
<ul style="list-style-type: none"> - Scope of management - Universality of management 	
Week 2.	
<ul style="list-style-type: none"> - Management: Art and Science - Management and administration 	
Week 3	
<ul style="list-style-type: none"> - Functions of management: Planning: meaning, types, process importance Organizing: meaning, factors guiding human behavior in organizing, functional duties of each departments, etc. 	
Week 4	
Management functions:	

Controlling: meaning, control techniques, steps in control, requirement for effective control, etc.

Staffing: meaning, methods of staffing, types of staff, etc.

Week 5

Management functions:

Communication: meaning, types, process, effective and ineffective communication, communication theories, advantages and disadvantages.

Decision making: meaning, types of decision making, conditions for decision making, problems of decision making

Week 6

Management function:

Motivation: meaning, motivation theories, factors that motivates, importance of motivation in an organization.

<p>Week 7&8 Manager: Meaning, types of a manager, roles of a manager in an organization, qualities of a manager in an organization</p>
<p>Week 9 Management theory: Scientific school of thought, e.g. Fredrick W. Taylor Scientific Theory; Behavioral school of thought, e.g. Henry Fayol, Elton mayo, Abraham Maslow theory of needs, etc.</p>
<p>Week 10 Same as in Week 9</p>
<p>Week 11 MBO- management by objective: Concepts of MBO, MBO process, objective and importance</p>
<p>Week 12 SAME AS IN WEEK 11</p>
<p>Week 13 Problems and challenges of management in an organization</p>
<p>Week 14 Revision and examination</p>

Week 15

REVISION AND EXAMINATION

Week 16

Recommendation and Reading Material

Ishola, J.A. Essentials of Management: Principles and Practice. Olad Publishers. Revised Edition. Niger Road, Ilorin.

Olarewaju Barnabas. Focus on Business Management Elements. Published by Lumex tutors Ltd, Nig. Ilorin.

Olu Adeoti. Introduction to Business Management for Future Managers & Entrepreneurs. Published by Adewale Press. Makola, Ibadan.

THOMAS ADEWUMI UNIVERSITY, OKO

FACULTY OF MANAGEMENT AND SOCIAL SCIENCES

COURSE OUTLINE	
Faculty	Management and Social Sciences
Department	Business Administration
Course Title	Corporate Planning
Year of Study	2023/2024
Course Code	Bus 411
Credit Hours	3 hours
Contact Hours	45
Mode of Delivery	Classroom Lectures, Laboratory Practical Sessions
Mode of Assessment	Weight%
Continuous Assessment	30%
Final Examination	70%
Total	100%
Course Lecturers and Instructor(s)	Dr. J. A. Ishola
Course Description	<p>The course is designed to introduce the students to the concept of corporate planning and how the necessary tools and techniques to manage an organizational objective. This course enables students to be exposed to various tools and techniques managers will use to do proper planning that helps to take good decisions. Topics like what is planning, purpose, objectives, budgeting, forecasting, techniques of planning, and how to use planning to resolve problems. Planning functions, corporate planners, failure to plan, resources allocation, strategic planning, and limitation of corporate planning.</p>

<p>Course objectives</p>	<p>The general objective of the course is for the students to understand the basic fundamentals the of corporate planning, meaning, purpose and importance in an organization. At the end of the course the students would understand the following:</p> <ul style="list-style-type: none"> - The basic concepts of corporate planning - The purpose of planning in an organization - Relationship between planning and organization management - Why corporate planning fails and what are the remedies - Purpose of decision making in an organization - Problems and challenges of corporate planning - Strategic planning, tactical and operational planning. - Planning and resource allocation in an organization
<p>Learning Outcomes</p>	<p>At the end of this course, students will be able to:</p> <ul style="list-style-type: none"> - Explain the basic concept of corporate planning - Describe the process and types of planning - Explain the purpose of decision making in an organization - Describe what constitute functions of planning in an organization - Identify problems and challenges of planning. - Describe the limitations of corporate planning - Describe the relationship between planning and an organization - Explain planning the organizational resources.

Teaching and Learning	The lecture will be delivered through face-to-face method. Class time will be used for both lectures, tutorials and practical inform of presentation. Three hours lecture takes place every week. Students are expected to read around the topics through textbooks, internet, etc.
Detailed Course Content	Overview of general management as both Science and Art. The concept of planning, corporate planning, types of planning, planning process; purpose and features of corporate planning; using planning for decision making; planning and organizational resources; corporate planners (definition, roles and functions; failure of corporate planning; forecasting and techniques, planning tasks and techniques; internal and external planning variables, planning limitation
Detailed Course Outline	
<p>Week 1& 2 – meaning of management</p> <ul style="list-style-type: none"> - Scope of management - Universality of management - Management: Art and Science 	
<p>Week 3.</p> <p>Management functions: panning; controlling; organizing; staffing; leading, motivating, and commutation</p>	
<p>Week 4</p> <p>Management functions: Continues.....</p>	
<p>Week 5 Concepts of planning- meaning, purpose and features. Strategic planning, meaning, step in strategic planning and purpose</p>	

<p>Week 6 Concepts of planning- meaning, purpose and features. Strategic planning, meaning, step in strategic planning and purpose</p>
<p>Week 7 Corporate planning- meaning, benefits, process and limitations</p>
<p>Week 8 Corporate planners, meaning, functions and roles</p>
<p>Week 9 Corporate planning and resource allocation process. Failures of corporate planning and solutions/remedies</p>
<p>Week 10. Week 9 continues..... Planning tasks and techniques</p>
<p>Week 11 Forecasting- technological, socio-political forecasting, forecasting techniques</p>
<p>Week 12 Forecasting- technological, socio-political forecasting, forecasting techniques Decision making- planning for decision making</p>
<p>Week 13 Decision making- planning for decision making</p>
<p>Week 14 Revision and examination</p>
<p>Week 15 Revision and examination</p>
<p>Recommendation and Reading Material Ishola, J.A. Essentials of Management: Principles and Practice. Olad Publishers. Revised Edition. Niger Road, Ilorin. Olawaju Barnabas. Focus on Business Management Elements. Published by Lumex tutors Ltd, Nig. Ilorin. Olu Adeoti. Introduction to Business Management for Future Managers & Entrepreneurs. Published by Adewale Press. Makola, Ibadan. Azhar Kazmi. Strategic Management and Business Policy. Tata McGraw-Hill Publishing Company Limited. New Delhi. Internet</p>

