**Management and Organisation**

SYLLABUS

1. Semester, 2014/2015 academic year

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| **Code**: |  |
| **Lecturer:** | István Kunos, associate professor |
| **Nature of course:** | Lecture |
| **Hours / Week:**: | 2 lectures + 2 seminar |
| **Total hours**: | 42 hours/semester |
| **Category:** | Compulsory |
| **Language**: | English |
| **Assessment**: | Written material and oral presentationWritten exam |
| **Prerequisite**: | - |
| **ECTS Credits**: | 5 credits |

Course Objectives

During the course students can widen their knowledge in the field of management science, learn more about different managerial and organizational approaches, test their own leadership abilities, skills and competences, and develop their leadership style. Students are going to use different tests to estimate their leadership skills. Situational role and interactive practices are also very useful for successful implementation.

**Course Structure**

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| Week | Topic |
| 1. | Personality theory. Formal and informal leading. |
| 2. | Factors having influence on our behavior. Personality types and traits. |
| 3. | Structure of personality. Principal groups of personality factors. Values, attitudes. Perceptual errors. Attributional theory. |
| 4. | Laedership competences. Methods of measurement. Types of leaders. |
| 5. | Decision-making styles. Theory and practice. Situational practices to evaluate and categorize decision-making styles. |
| 6. | Style theory. In-group cooperational styles. Ohio and Blake-Mouton models. |
| 7. | Situational management. Hersey-Blanchard’s theory. Practical viewpoints.  |
| 8. | Test to identify preferrable styles. Case studies for better understanding. |
| 9. | Contingency theory. Tannenbaum-Schmidt’s theory. Vroom and Yetton’s normative model. Fiedler’s theory. Integrated contingency theory. |
| 10. | Type theory. Maccoby’s theory. Lebel’s categories. Burns’s typology. |
| 11. | Organizational forms and leadership. Organizational form-dependent leadership. |
| 12. | Leadership development. Theoretical and practical to develop leadership skills. |
| 13. | Coaching |
| 14. | Exercises |

**Required Readings**

* Lecture notes (in pdf. format)
* Hersey – Blanchard – Johnson: Management of Organizational Behavior, Prentice Hall, 2007.
* Richard L. Daft: Principles of Management, South Western, Santa Fe, 2009.

 István Kunos, Ph.D.

 Head of Department, Associate Professor