

## Faculty of Higher Education

<b>Subject Code</b>	MAN501
<b>Subject Name</b>	Management Fundamentals
<b>Credit points</b>	6
<b>Study Level</b>	Year 1
<b>Delivery mode</b>	On campus
<b>Location</b>	Melbourne
<b>Prerequisites</b>	None

<b>Subject Coordinator</b>
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<b>Subject Overview</b>	<p>This subject introduces students to the profession of management by examining the evolution of management thought and resulting management theories and their application to the tourism and hospitality industry. This subject uses experiential learning to enable the student to apply the basic tools of management to simulated situations and thereby examining their effectiveness. It also builds skills in business communication that facilitate effective operations of departments within hospitality and tourism organisations.</p>
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<b>Learning Outcomes</b>	Describe the evolution of management theory and accompanying approaches to management and their appropriateness to hospitality and tourism organisations today
	Apply skills relating to the four functions of management including: planning, (decision-making), organising, leading and controlling
	Select appropriate communication skills required by managers and team members including giving feedback on performance, negotiations and report writing
	Examine the role of teams in achieving positive outcomes

<b>Assessments</b>	<b>Details</b>	<b>Weighting</b>
	Analytical journal	30%
	Management report	30%
	Examination	40%

<b>Graduate Attributes addressed in this subject</b>	Preparedness
	A systematic and coherent body of knowledge
	Cognitive skills to analyse and critique knowledge from a range of sources
	Scholarly skills
	Interpersonal and teamwork skills
	Communication skills
	Personal attributes - capacity to lead and manage groups and work effectively in teams