

Course Unit	Fundamentals of Management	Field of study	Management
Bachelor in	International Business Management	School	School of Technology and Management
Academic Year	2020/2021	Year of study	1
Type	Semestral	Semester	1
Workload (hours)	162	Contact hours	T - TP 50 PL - TC - S - E - OT 10 O -
Level	1-1	ECTS credits	6.0
Code	8487-711-1101-00-20		

T - Lectures; TP - Lectures and problem-solving; PL - Problem-solving, project or laboratory; TC - Fieldwork; S - Seminar; E - Placement; OT - Tutorial; O - Other

Name(s) of lecturer(s) Alcina Maria Almeida Rodrigues Nunes, Joao Pedro Almendra Xavier Teixeira

#### Learning outcomes and competences

At the end of the course unit the learner is expected to be able to:

1. Assess the importance of business administration and its environment;
2. Adapt the international business to different conditions of competition in the market;
3. Understand the importance of planning functions of international business;
4. Prepare the management component of a business plan;
5. Understand the importance of information management and research in international business management;
6. Understand the stages of planning a strategy of international business and the ability to use the methods to accomplish;
7. Understand the business risk and the ability to reduce it.

#### Prerequisites

Before the course unit the learner is expected to be able to:  
Not applicable

#### Course contents

Introduction to the fundamentals of management. History of management. Management processes. Management functions. Culture and multiculturalism.

#### Course contents (extended version)

1. Introduction to the fundamentals of management
  - The scope and management development
  - The business as the subject of management
  - Organization and the natural framework
2. Management history
  - Historical evolution
  - Business schools of thought
3. Management processes
  - Types of managers
  - Management levels
4. Management functions
  - The function of planning
  - Teamwork and management solutions
  - The functions of the organization
  - The functions of leadership
  - Motivation and conflict management
  - The control function
5. Culture and multiculturalism
  - Globalization
  - Management of development

#### Recommended reading

1. Derecky, H. (2016). International management. Managing across borders and cultures: text and cases (9th Edition). Pearson.
2. Robbins, S. P., & Coulter, M. A (2017). Management (14th Edition). Pearson.
3. Scarborough, N., & Cornwall, J. (2018). Essentials of Entrepreneurship and Small Business Management (8th Edition). McGraw-Hill Education.
4. Schermerhorn, J. R., & Bachrach, D. G. (2020). Management (14th Edition). John Wiley & Sons.
5. Taylor, B. W. (2018). Introduction To Management Science (13th Edition). Pearson.

#### Teaching and learning methods

Lectures combined with class discussions aiming to involve the student in the learning process. Practical application of the topics through the resolution of exercises, analysis of case studies and individual and group discussions. Promotion of tutorial sessions enabling students to develop a project that incorporates several management functions.

#### Assessment methods

1. Option 1 - (Regular, Student Worker) (Final, Supplementary)
  - Development Topics - 50%
  - Final Written Exam - 50%
2. Option 2 - (Student Worker) (Final, Supplementary, Special)
  - Final Written Exam - 100%

#### Language of instruction

English

## Electronic validation

Alcina Maria Almeida Rodrigues Nunes, Joao Pedro Almendra Xavier Teixeira	António Borges Fernandes	Paulo Alexandre Vara Alves
18-10-2020	25-10-2020	25-10-2020