# Principles of Management and Accounting

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***COURSE AIMS AND INTENDED LEARNING OUTCOMES***

*Course objective:*

This course provides an overview of the role of managers in modern organizations by examining the typical managerial functions of planning, organizing, leading and controlling in effective and efficient manners in order to meet an organization’s goals and by ensuring management ethics and sustainability.

*Learning Outcomes:*

By the end of this course, students should be able to:

1. describe the historical development of theories of management as an organizational function

2. describe major management functions and explain how they relate to each other

3. explain how managers use management functions to achieve strategic goals and organizational effectiveness

4. define the various tasks and activities that are associated with the management functions of planning, leading, organizing and controlling

5. describe the challenges that managers face in addressing complex problems in a diverse and global context

6. understand how to contribute to the analysis of management problems and situations

7. describe ethical and sustainability challenges that managers face and the steps they must take to address them

***COURSE CONTENT***

- Definition of management, its nature and purpose

- The Evolution of Management

- Planning. Nature, types and steps of planning. Strategic and long term planning. Operational and tactical planning.

- Decision Making. Managing risks and uncertainties

- Organizing. Types of organization

- Delegating. Line and staff concepts, delegation of authority

- Staffing and resource planning and budgeting

- Human factors and Motivation

- Leadership. Ingredients of leadership, Styles and functions of leadership.

- Committees and Decision making. The nature of committees, BoD’s

- Communication. Definition, process, barriers and breakdowns, usage of Media.

- Controlling. Definition, process, standard setting, tecniques, systems. Budgeting, Forecasting, Reporting

- Corporate social responsibility, business ethics, sustainability, diversity.

***READING LIST[[1]](#footnote-1)***

Fundamentals of Management Global Edition (11th Edition). Authors: Stephen P. Robbins, Mary A. Coulter, David A. De Cenzo.

***TEACHING METHOD***

40 hours attendance of which 30 hours for lessons through PPT documents and 10 hours in seminars, group and individual assignments and external contributions on specific subjects.

***ASSESSMENT METHOD AND CRITERIA***

The exam will consist of a written test (partial) on the general part of the course that will be delivered through a set of 4 open questions and of an oral interview to validate the written test and to review the assignments and the exercises.

The objective of the written test is to verify the kowledge of the notions, concepts and information supplied during the lessons; the interview will ensure that the written test is properly delivered and that the assignments and exercises outcome is well embodied.

The 4 questions of the written test will equally weight and will account each between 0 and 6 points. The oral part will acount for the remaining points and, if appropriate, for the laude.

1. I testi indicati nella bibliografia sono acquistabili presso le librerie di Ateneo; è possibile acquistarli anche presso altri rivenditori. [↑](#footnote-ref-1)