

## **MS8001 MANAGEMENT WITH HUMOUR**

[Lectures: 26 hrs; Tutorials: 13 hrs; Pre-requisites: Nil; Academic Unit: 3]

### **CONTENT**

The Art & Heart of Management; Managerial Communications; Managerial Motivation; Issues of Ethics & Values

### **OBJECTIVES**

By the end of course, students would:

1. be acquainted with the general theories of Management;
2. have an understanding of the key Managerial functions like Planning, Organizing, Leading and Controlling;
3. have explored some basic concepts in Managerial Communications and Motivation;
4. have heard from management practitioners how they implement managerial skills at their respective place of work from a Forum Panel.
5. be able to appreciate normal emotional distress and psychological disorders, recognize common psychological disorders, and useful and practical coping strategies to emotional distresses.
6. be able to understand the different theories of motivation and change, and appreciate importance of communication and conflict resolutions.
7. be able to adopt time management skills in daily personal life and professional work.

### **LEARNING OUTCOMES**

Upon successful completion of the course, students will be able to:

1. appreciate the historical development of management thought and theory
2. understand the key functions and components of Planning, Organizing, Leading and Controlling
3. understand the key concepts underlying Managerial Communication and Motivation
4. see how practitioners integrate the theory of management in their practice.
5. cognizant of various emotional distresses
6. recognize common psychological disorders like anxiety and mood disorders
7. adopt adaptive strategies in coping with emotional distresses
8. enhance their communication and conflict resolution skills
9. apply time management skills to enhance personal productivity

## REFERENCES

1. "Developing Management Skills" by David Whetton & Kim Cameron (Harper Collins)
2. "Management" by James Stoner (Prentice Hall)
3. "Leadership: Enhancing the lessons of Experience" by Richard Hughes, Robert Ginnet & Gordon Curphy (Irwin)
4. "Management Fundamentals" by Gary Dessler (Reston)