

SOUTH CARLETON HIGH SCHOOL

Ottawa-Carleton District School Board

STUDENT COURSE OUTLINE**BOH4M****BUSINESS LEADERSHIP: MANAGEMENT FUNDAMENTALS**

Credit Value: 1 credit

Prerequisite: None

This course focuses on the development of leadership skills used in managing a successful business. Students will analyse the role of a leader in business, with a focus on decision making, management of group dynamics, workplace stress and conflict, motivation of employees, and planning. Effective business communication skills, ethics, and social responsibility are also emphasized.

Course Expectations

Strand	Overall Expectations
Foundations of Management	Assess the role of management within an organization. Demonstrate the use of appropriate communication techniques related to business management. Evaluate the impact of issues related to ethics and social responsibility on the management of organizations.
Leading	Apply an understanding of human behaviour to explain how individuals and groups function in the workplace. Demonstrate an understanding of group dynamics. Demonstrate an understanding of proper leadership techniques in a variety of situations.
Management Challenges	Demonstrate an understanding of the communication process within the workplace. Evaluate the strategies used by individuals and organizations to manage stress and conflict. Compare theories of how to motivate individuals and teams in a productive work environment.
Planning and Controlling	Analyse the importance of planning to the success of an organization. Demonstrate an understanding of appropriate planning tools and techniques in a variety of situations. Analyse the relationship between strategic planning and the success of an organization. Analyse how companies respond to internal and external pressures for change. Assess the importance of control in management.
Organizing	Demonstrate an understanding of the various organizational structures used to manage the workforce effectively. Assess the ways in which organizational structures have changed to adapt to the changing nature of work. Evaluate the role of human resources within an organization.

Accommodations for Exceptional Students

The Business department makes every effort to accommodate the identified needs of exceptional (IPRC'd) students and will attempt to differentiate curriculum delivery methods, student modes of expression, and assessment methods as recommended by the student's individual education plan (IEP).

Resources *Management – 7th Edition*, Schermerhorn

Evaluation

Term reports	Final Report	
Students will be evaluated on the overall expectations listed above. Evaluations will cover a balance of Knowledge & Understanding, Application, Communication, Thinking, Inquiry and Problem Solving.	Term	70%
	Summative Project	20%
	Final Exam *	<u>10%</u>
		<u>100%</u>
<i>Assessment tools include tests, quizzes, assignments, journal responses, group activities, and performance tasks</i>	<i>* will cover the entire semester</i>	

More information on South Carleton High School's policy on Assessment and Evaluation and on Academic Integrity can be accessed on our school website.

Please see the **Student Planner** for policies on punctuality, absenteeism and examinations, and other student responsibilities.