

Syllabus Outline Management Principles

NQF Level 7

Prescribed Textbook: Smit *et al.* (eds.), *Management Principles: A Contemporary Edition for Africa* (7th ed.) (2021): Juta

The overall aim of the module is to understand and apply business management principles

Syllabus topics	Syllabus detailed content	Textbook
Learning Outcome 1: Demonstrate an understanding of the nature of management, management theory and systems theory		
<ul style="list-style-type: none"> • Introduction to management • The evolution of management theory 	<ul style="list-style-type: none"> • The nature and scope of management • Different levels and kinds of management in the organisation • Areas of management • Managerial skills and competencies • Management and organisational performance • Understanding the different management theories • The theories of management • Current and near-future management realities 	Chapters 1, 2
Learning Outcome 2: Apply alternative management and marketing structures and strategies		
<ul style="list-style-type: none"> • Management and the environment • Concepts of systems theory 	<ul style="list-style-type: none"> • The composition of the management/business environment: micro-environment; market or task environment; macro-environment • Interfaces between the organisation and the environment • Ways in which management can prepare for environmental changes 	Chapter 3
Learning Outcome 3: Apply the management functions and techniques of planning, decision-making, organising and delegating to assess the performance (or, planned performance) of a business		
<ul style="list-style-type: none"> • Planning • Decision-making • Organising and delegating 	<ul style="list-style-type: none"> • Kinds of organisational plan • Strategic planning: what it encompasses • The relationship between problems, problem-solving, and decision-making • Organising, organisation, and organisational structure 	Chapter 4 Chapter 5 Chapter 6 Chapter 8
Learning Outcome 4: Apply the management functions and techniques of leading, motivating, communicating and controlling to assess the performance (or, planned performance) of a business		
<ul style="list-style-type: none"> • Leading • Motivating • Communicating • Controlling 	<ul style="list-style-type: none"> • The nature of leadership compared to management • The motivation process • Organisational communication • The control process 	Chapter 11 Chapter 14 Chapter 15 Chapter 16
Learning Outcome 5: Demonstrate an understanding of contemporary management issues		
<ul style="list-style-type: none"> • Ethics, corporate social responsibility, and corporate governance • New challenges for management 	<ul style="list-style-type: none"> • Ethics • Corporate social responsibility • Corporate governance • Forces that cause organisations to change • The classic model of the formal organisation 	Chapter 9 Chapter 10 Chapter 12 Chapter 13 Chapter 17

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	<ul style="list-style-type: none">• The new organisation model• Workplace behaviour• Change management• Managing culture, diversity, innovation, technology	Chapter 18
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Practical work

Given case studies and scenarios:

- Compile an organogram
- Draft a short-term plan for a specific department within an organisation