MGMT-204 – Principles of Management

Business

Effective Term & Year: Fall 2025
Course Outline Review Date: 2030-03-01

Program Area: Business Management

Description:

This course provides basic understanding of management principles, practices, and theories that are essential for effective organizational leadership. Students will explore key topics including planning, organizing, leading, and controlling to understand how these functions contribute to achieving business goals. This course builds essential skills for navigating today's complex business environment

Program Information:

This course is required for the General Management program in Business Management and the Tourism and Recreation Management program. It may be used as an elective in other Business Management programs.

Delivery Methods: On-campus (Face-to-Face), Online, Hybrid – On-campus (Face-to-Face) and Online

Credit Type: College of the Rockies Credits

Credits: 3

Course type/s: Business Management

Instructional Activity and Hours:

Activity	Hours
Classroom, Directed Studies or Online Instruction	45

Seminar/Tutorials	
Laboratory/Studio	
Practicum/Field Experience	
Co-op/Work Experience	
Other	
Total	45

Course Requisites:

- Completed at least 1 of the following:
    - ENST 12 – English Studies 12
    - ENFP 12 – English First Peoples 12
    - ENGL090 – English – Provincial Level

Prior Learning and Recognition: Yes

Students are able to request formal recognition of their prior learning or experience outside the classroom. Challenge examination, portfolio-assisted assessment, work-based assessment or a combination of assessments that is appropriate to identify, assess, and recognize prior skills, competencies, and knowledge to achieve course credit. Tuition fees apply, refer to Policy 2.5.5 Prior Learning Assessment and Recognition (PLAR) or contact an education advisor for more information.

Course Transfer Credit:

For information about receiving transfer credit for courses taken at either British Columbia or Alberta institutions, please see https://www.bctransferguide.ca/ or https://transferalberta.alberta.ca . For more transfer credit information, please visit https://www.cotr.bc.ca/Transfer

All requests for course transfer credit from institutions in British Columba or elsewhere should go to the College of the Rockies Enrolment Services office.

Textbook Resources:

Textbook selection varies by instructor and may change from year to year. At the Course Outline Effective Date the following textbooks were in use:

Robbins, S.P., DeCenzo, D., Coulter, M., & Anderson, N. (2025). Fundamentals of Management,
(10th Canadian ed.): Pearson.

OpenStax. Principles of Management. OpenStax , 2024.

https://openstax.org/details/books/principles-management or Principles of Management – OpenStax

Please see the instructor's syllabus or check COTR's online text calculator https://textbook.cotr.bc.ca/ for a complete list of the currently required textbooks.

Learning Outcomes:

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

- explain the purpose of the planning function in management and its role in aligning organizational activities with strategic goals;
- illustrate how the organizing function helps structure resources and activities to achieve organizational goals efficiently;
- explain the role of leadership in motivating and guiding teams to achieve organizational goals;
- evaluate the significance of the controlling function in achieving organizational goals by monitoring performance and implementing necessary corrective actions;
- identify management principles that promote effective, accountable, and inclusive institutions in alignment with Sustainable Development Goal 16
- evaluate the importance of strategic planning in management by examining goal setting, decision-making, and resource allocation; and
- communicate and collaborate effectively with others in a group work setting.

Course Topics:

Introduction

- The complexities of managing business in the 21st century
- The changing environment of management
- Ethics, diversity, culture and social responsibility in management
- Options in managing entrepreneurial organizations

Planning

- Components of decision-making
- Planning and setting of organizational objectives

- Strategic management

Organizing

- Fundamentals and design of organizational structures
- Staffing and Human Resource Management

Leading

- The process of being a leader
- Influence individual behavior and motivation
- Communication skills
- Leading groups and teams
- Leading organizational change

Controlling

- Controlling and building commitment

See instructor's syllabus for the detailed outline of weekly readings, activities and assignments.

Evaluation and Assessments

Assessment Type: On-Campus (face-to-face)

Assessment Type	% of Total Grade
Assignment(s)/Class Works	20%
Quizzes	5%
Group Projects	10%
Group Case Analysis in Class	15%
Midterm	25%
Final Exam	25%
Total	100%

Assessment Type: Online

Assessment Type	% of Total Grade
Assignment(s)	20%
Quizzes	5%
Group Pojects	15%
Participation in Online Discussions	10%
Midterm	25%
Final Exam	25%

Total	100%

Grade Scheme

A+	A	A-	B+	B	B-	C+	C	C-	D	F
>=90	89-85	84-80	79-76	75-72	71-68	67-64	63-60	59-55	54-50	<50

Evaluation Notes: A grade of "D" grants credit, but may not be sufficient as a prerequisite for sequential courses.

Evaluation Notes Comments:

Please check your certificate, diploma and degree program outlines regarding minimum course grades and program average grades that are required.

Exam Attendance:

Students must attend all scheduled exams at the appointed time and place. Instructors may approve an alternate exam to accommodate an illness or personal crisis. Department heads will consider other written requests. Any student who misses a scheduled exam without prior approval will receive a "0" on the exam.

Academic Policies:

College of the Rockies policies related to courses can be found at https://cotr.bc.ca/about-us/college-policies/ and include the following:

- Policy 2.1.4 Course Audit
- Policy 2.4.1 Credential Framework
- Policy 2.4.3 Students with Documented Disabilities
- Policy 2.4.4 Student Rights, Responsibilities and Conduct
- Policy 2.4.8 Academic Performance
- Policy 2.4.9 Student Feedback and Concerns
- Policy 2.4.11 Storage of Academic Works
- Policy 2.5.3 Student Appeal
- Policy 2.5.5 Prior Learning Assessment and Recognition (PLAR)

Equivalent Course(s) and Course Code Changes

Prior Course Code: BUAD 104 >> MGMT 204

Date changed: June 2010

Course Changes:

The College of the Rockies updates course outlines regularly to meet changing educational, employment and marketing needs. The instructor will notify students in writing of any updates to this outline during the semester. The instructor reserves the right to revise, add or delete material while meeting the learning outcomes of this course outline.