



## **SUBJECT DATASHEET**

**MANAGEMENT**

**BMEGT20MW02**

# I. SUBJECT DESCRIPTION

## 1. SUBJECT DATA

### Subject name

MANAGEMENT

ID (subject code) BMEGT20MW02

### Type of subject

contact lessons

### Course types and lessons

<i>Type</i>	<i>Lessons</i>	<u>Type of assessment</u>
Lecture	3	term grade
Practice	0	
Laboratory	0	
		<u>Number of credits</u>
		5

### Subject Coordinator

<i>Name</i>	<i>Position</i>	<i>Contact details</i>
Dr. Benedek Petra	assistant professor	benedek.petra@gtk.bme.hu

### Educational organisational unit for the subject

Department of Management and Business Economics

### Subject website

<https://edu gtk.bme.hu>

### Language of the subject

angol - EN

### Curricular role of the subject, recommended number of terms

### Direct prerequisites

*Strong* None

*Weak* None

*Parallel* None

*Exclusion* None

### Validity of the Subject Description

Approved by the Faculty Board of Faculty of Economic and Social Sciences, Decree No: 580251/13/2023 registration number. Valid from: 29.03.2023.

## 2. OBJECTIVES AND LEARNING OUTCOMES

### Objectives

The aim of the course is to give participants an insight into the basic theoretical and practical knowledge of the management discipline. It is important for the audience to understand the fundamental difference between a manager and a leader, the descriptors and drivers of the behavior of managers and subordinates, the specifics of groups in the work environment, and the rules for designing and operating the organization. In discussing the topics, we refer to the applicable management methods and their effects on the members of the organization and on the team performance. During the discussion of each topic, we present real problems and possible solutions through practical examples.

### Academic results

#### Knowledge

1. Know all the important elements of the concept of management and organizational science, understands the connections that form the basis of managerial work.
2. Have confident methodological knowledge in various areas of management, understands and understands the application possibilities and combination possibilities of the learned methodologies.

#### Skills

1. Are able to synthesize the basic theories and concepts related to motivational, leadership and management functions developed with the development of management, to formulate rational arguments, ie to form and defend his / her opinion during discussions in different fields of communication.
2. Confidently use the vocabulary of the management profession, the basic scientific concepts of the profession, and the elements of the special vocabulary based on them.

#### Attitude

1. Accept that organizational behavioral phenomena arising from organizational culture are historically and socially defined and variable.
2. Accept the historical and contemporary diversity of the Hungarian and European management tools and undertakes to represent these values.
3. Are open to all forms of professional innovation, accepting theoretical, practical and methodological innovations.
4. Consciously represent the methods and useing in their own profession and accept the different methodological peculiarities of other disciplines.

#### Independence and responsibility

1. Entering a professional work community, are able to perform and manage complex tasks in accordance with the professional expectations there.
2. Organize its work and the activities of the employees working under their management with the independence and responsibility corresponding to its place in the organizational structure.

### Teaching methodology

Lectures, presentation, exercises.

### Materials supporting learning

- A tárgyhoz kapcsolódó tananyag letölthető a Moodle rendszerből a tantárgy oldaláról. Subject materials can be downloaded from the Moodle system from the subject page.
- Cole, Chris – Management. Pearson, Frenchs Forest, 2010.

## II. SUBJECT REQUIREMENTS

### TESTING AND ASSESSMENT OF LEARNING PERFORMANCE

#### General Rules

The assessment of the learning outcomes formulated in point 2.2 takes place in two mid-term exams.

#### Performance assessment methods

1. The midterms are done in writing. 2. There is 40 minutes to write both midterms. 3. Based on the two midterms, a total of 100 points can be obtained, each midterm is worth 50-50 points. 4. The condition for completing the course is to obtain a total of at least 50 points based on the combined results of the two midterms. There is no minimum score criterion for each midterm.

#### Percentage of performance assessments, conducted during the study period, within the rating

- **First midterm:** 50
- **Second midterm:** 50
- **total:** 100

#### Percentage of exam elements within the rating

#### Conditions for obtaining a signature, validity of the signature

#### Issuing grades

Excellent	89
Very good	80-89
Good	70-79
Satisfactory	60-69
Pass	50-59
Fail	0-49

#### Retake and late completion

1) Both the midterms can be replaced / repeated. 2) In the case of replacement / repeat, the result of the replaced / repeated midterm counts as the final result.

#### Coursework required for the completion of the subject

participation in contact hours	42
preparation for contact hours	42
Preparation for the mid-term exams Total	66
total	150

#### Approval and validity of subject requirements

# III. COURSE CURRICULUM

## THEMATIC UNITS AND FURTHER DETAILS

### Topics covered during the term

To achieve the learning outcomes set out in section 2.2, the course consists of the following areas and topics.

- 1 Role of Management - Management Functions
- 2 Planning Function - Time Scheduling
- 3 I.Planning Function - Time Scheduling
- 4 II.Planning Function - Time Scheduling
- 5 III.Organizational Function – Principles of Organizations
- 6 Organizational Function – Organization Forms
- 7 Control Function - Decision making
- 8 I.Control Function - Decision making
- 9 II.Control Function - Decision making
- 10 III.Leadership Function – National and Organizational Culture
- 11 Leadership Function – Leadership Styles

### Additional lecturers

### Approval and validity of subject requirements