

Course title**Management [Eastern Europe]****Course code****Ekon2037****Branch of science**

Economics

Science sub-sector

Management consulting,

Credits

4

ECTS

6

The total audience hours Course developer (s)

64

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Course summary:

The course aims to familiarize students with the theoretical aspects of the management process, management peculiarities of modern times, to develop practical skills in working with the staff.

Course objectives:

- To provide knowledge that enables organizations to assess the ongoing processes in general, the adoption of strategic decisions.
- Provide an understanding of management theory into practice is working in favor of the host.
- To give an idea of the importance of each running of the overall management process.
- Help to understand a reasoned decision and the importance of successful communication in organizations.

Results:

Knowledge and understanding of

- management process characteristics, content and nature;
 - organizations that the social system objectives and functions;
 - problems which might arise in the management process and ways to tackle them;
 - management problem research opportunities.
2. Skills to analyze, synthesize and evaluate:
- skills to analyze key aspects of the management process;
 - skills to compare different theorists learned about organizations, their rankings and link it to the existing society.
3. Skills knowledge in:
- using the theoretical basics to carry out management and organization of the research problem;
 - using the theoretical bases, predict and evaluate the management and organization of the different aspects of the problem.
4. Communication skills:
- formulate and analytically describe theorists foundations of organizations and management in the process;
 - discuss and deal with problems related to the management of both the historical and contemporary context.
5. General skills
- develop independent analytical skills;
 - to organize and pursue their further education.

Course content:

1. Insights for Management Development in the history and underlying theories.

2. The organization as a system. Internal and external environmental elements of the review.
3. Organizational culture research opportunities (OCAI methodology Denison model, etc.).
4. Management function characteristics: planning, organization and control.
5. Motivation as a management function. Motivational theory characterization.
6. Management methods.
7. Management styles and managerial roles.
8. Driver's personality characteristics. Socionics management process.
9. Communication process characteristics of the management process. Types of business contacts in the organization.
10. Personal brief overview of the management process.
11. Decision-making in the management process. Insight into strategic management.
12. Weather a factor in the management process.
13. Change Management organization.
14. Targeting technology management.
15. The importance of information and IT management process.
16. Conflicts in the management process.
17. Cross-culture management features of characterization.
18. Cognitive management.

Course plan:

Lectures - 32 h., Seminars - 16 hours., Practical work 16 - hours.

Lectures:

1. Insights for Management Development and the underlying theories of history - 2 hours.
2. The organization as a system. Internal and external environmental elements of the Review - 2 hours.
3. Organizational culture and its research capabilities (OCAI methodology Denison model etc.) - 2 hours.
4. Management function characteristics: planning, organization and control - 2 hours.
5. Motivation as a management function. Characteristics of motivation theory - 2 hours.
6. Management methods - 2 hours.
7. Management styles and managerial roles. Driver's personality characteristics - 2 hours.
8. Communication process characteristics of the management process. Types of business contacts in the organization - 2 hours.
9. Personal brief overview of the management process - 2 hours.
10. Decision-making in the management process. Insight into the strategic management - 2 hours.
11. Weather a factor in the management process - 2 hours.
12. Change Management organization. Risk and crisis communication in the organization - 2st.
13. Targeting technology management - 2 hours.
14. The importance of information and IT management process - 2 hours.
15. Conflicts management process - 2 hours.
16. Cross-culture management and cognitive management as a competitive advantage tool - 2 hours.

Seminars:

1. Management of the basic concepts and theories characteristics - 2 hours.
2. Organization's internal and external environment analysis. Public relations - 2 hours.
3. Planning, organization, control types and their differences Reviews - 2 hours.
4. Motivation Theory Review - 2st.
5. Types of communication management process - 2 hours.
6. Driver's personality characteristics. Socionics management - 2 hours.
7. IT management role - 2 hours.

8. Change Management - 2 hours.

Practical work.

9. Organizational culture and its research capabilities (OCAI methodology Denison model etc.) - 2 hours.
10. Strategic management methods (SWOT analysis, PEST analysis, the Boston matrix McKinsey matrix, etc.) - 2 hours.
11. Motivation system creation, job satisfaction research opportunities - 2 hours.
12. Driving style methodologies (Blake-Mouton grid management concept) - 2 hours.
13. Targeting technology organization - 2 hours.
14. Conflictology foundations use management options - 2 hours.
15. Cross-culture management and cognitive management as a competitive advantage tool - 2 hours.
16. Change management training - 2 hours.

Requirements for credits:

Regular lectures and seminars and active at work - 50%; independent work - 30%, wiping out tests work - 20%.

Basic Training:

7. Bill Breen, Gary Hamel. The Future of Management. Harvard Business School Press, 2007th
8. Daft R. Kendrick M., N. Vershinina Management. South Western Cengage Learning, 2010th
9. Daft R. New Era of Management. South Western Cengage Learning, 2010th
10. Praude V. Management. 1 and 2. Riga: Burtene. 2012th
11. R. Witzel Management. The Basics. -London: Routledge, 2004th
12. Холден Дж.Н. Кросс-культурный менеджмент. Концепция когнитивного менеджмента. М.: Юнити, 2005th

Further reading:

41. Barrett, R. (2008) value-organization is: system-wide cultural transformation concept. Riga: Association "power of thought".
42. Bendiksens P. Introduction to culture and art management. R.: John Rose publishing house. 2008 ISBN10: 9984232840
43. Bert Š. How to apply for a job? - R.: Penguin Books, 1997th
44. Denison, D., R. Hooijberg, Lane N., C. lief Leading Culture Change in Global Organizations: Aligning Culture and Strategy. San Francisco: Jossey-Bass, 2012th
45. Deresky H. International Management: Managing Across Borders and Culture. Pearson Education, the 2006th
46. Dupriez, P. La résistance culturelle: fondements, applications et du Implications intercultural management. De Boeck Supérieur, 2002nd
47. Dubkēvičs L. Organizational culture. Riga: Jumava, 2009th 48. Lake I. Business Communication. - R.: Multineo, 2007.
49. Felzers G. motivational ways. -R.: Penguin Books, 2007th
50. Forands I. Management auroritātes. -R.: Foranda Advisory Group, the 2007th 51. Forands I. Business Management technologies. -R.: BAT, the 2006th 52. Forands I. Personnel Management. - R., 2002.
53. D. Friedman Team motivation and vadība.- R.: Jumava, 2006th

54. Phillips, D., F. Young, a practical guide to how to create an online strategy for the social media world. Riga, 2010. 374 p.
55. Frederick W., Lawrence A. etc. Business and Society: Corporate Strategy, Public Policy, Ethics. (S. 1): McGraw-Hill, Inc. 1996, p. 708
56. Garleja R. Work, organization and psychology. - R. : RaKa. 2003rd
57. Garleja R. Social behavior consumer choice management. - R. : RaKa, 2,001th
58. Garleja R., M. Vidnere psychology and social behavior aspects of the economy. - R. : RaKa, 2000th
59. Hindle T. Expert intervija.-R.: Penguin Books, 2000.
60. Hofstede, G., GJ Hofstede, Minkov M. Cultures and Organizations: Software of the Mind. Third Edition. McGraw Hill Professional, 2010th
61. Holden, N. Cross-Cultural Management: A Knowledge Management Perspective. Pearson Education, 2002nd
62. Innovative thinking. Group of authors. -R.: Business Information Service, 2007.
63. Mr Lehtonen, Siliņa R., Ābelniece B. Risk and crisis komunikācija.-Riga, Turība School of Business Ltd., Company 2011.
64. Marten, D., Moon, J. Corporate Social Responsibility education in Europe in the Journal of Business Ethics, Vol. 54, 2004, p. 323-337
65. Ozoliņa Nucho A., M. Vidnere Stress Management. -R. : AGB, the 1999th
66. Management technologies. The authors' group management. A.Klauss. -R. : Media House, 2003rd
67. A. Peterson, cook L. Corporate Social Responsibility. -R. : BAT, the 2006th
68. Pickering P. Human Resource Management: How to skillfully motivate employees and to achieve the desired result. - R: John Rose publishing house, 2002nd
69. Praude V., J. Beļčikovs Menedžments.-R.: Vaidelote 2001.
70. Praude V., J.Šalkovska. Marketing Communications. Volume 1. - Rīga: Vaidelote 2005 - 484.lpp.
71. Praude V., J.Šalkovska. Marketing Communications. 2.sējums. - Rīga: Vaidelote 2006 - 453.lpp.
72. Reng V. Modern organization psychology. Riga: Penguin Books. 2007
73. Rogenkubuka I. Business Ethics. - R.: Penguin Books, 1999th
74. Rosenfeld J. Intellectual property. R., Penguin ABS, 2004th
75. Slavinska I. Business Planning and control. -R. : BAT, the 2005th
76. Vedļa A. Innovative operations organization. R., Petrovsky & Co, 2007
77. Дэнисон, Д., Фей К., Организационная культура и эффективность: пример изучения иностранных компаний в России. [Organizational Culture and Efficiency] Персонал Микс, номер 2, 2001, <http://www.cfin.ru/press/pmixon/2001-2/20.shtml>, см. 06.04.2011.
78. Камерон, К.С., Куинн Р.И. Диагностика и изменение организационной культуры [Diagnosing and Changing Organizational Culture: Based on Competing Values Framework, Kim S. Cameron, Robert E. Quinn] Санкт-Петербург: Питер, 2,001th
79. Речевая коммуникация в бизнесе.под общ. ред. Л.В. Минаевой. Издательство МГУ, Company 2011.
80. Персикова Т.Н. Корпоративная культура: учебник. Издательство: Логос, Company 2011.

Periodicals and other sources of information

Magazine "Business Psychology"

The magazine "Capital"

Baltic Journal of Management. ISSN: 1746-5265

Corporate Communications: An International Journal. ISSN: 1356-3289 Cross Cultural Management: An International Journal. ISSN: 1352-7606 Journal of Communication Management. ISSN: 1363-

254X Journal of Organizational Change Management. ISSN: 0953-4814 <http://www.fontes.lv>

<http://www.workingday.com>

[Vakance.lv](http://www.vakance.lv)

CV-Online

CV Market.lv

Titul.lv

<http://lv.infodora.com/web?ts=go&q=person%C4%81la+atlases+komp%C4%81nijas>