

Module designation	<i>Introduction to Management (AGB 105)</i>
Semester(s) in which the module is taught	<i>1st semester</i>
Person responsible for the module	<i>T. Makmur</i>
Language	<i>English</i>
Relation to curriculum	<i>Compulsory module</i>
Teaching methods	<i>lecture, lesson, case, seminar.</i>
Workload	<ul style="list-style-type: none"> ▪ <i>100 minutes of lecture and discussion per week</i> ▪ <i>120 minutes of structured tasks per week</i> ▪ <i>120 minutes of independent activity per week</i>
Credit points	<i>2 (2 lesson) = 3.2 ECTS</i>
Required and recommended prerequisites for joining the module	-
Module objectives/intended learning outcomes	<ol style="list-style-type: none"> <i>1. Able to explain the basic concepts of management, methods and technical management.</i> <i>2. Able to implement management functions and make decisions in the management of the organization</i>
Content	<i>Fundamentals of Management is a course that equips knowledge and understanding of the rules of life and society in the world of organizations by prioritizing mastery of the main topic, namely, Theoretical Management; Elements Management; Management Pyramid; Fundamental functions of management; Planning function; organizing function; supervisory function; Leadership; Delegation of Authority; organic function; Supporting Functions; Management By Objective (MBO).</i>
Exams and assessment formats	<i>Essay, case study</i>
Study and examination requirements	<i>5 % Participative activity</i> <i>10% quizzes</i> <i>10% Home work</i> <i>30% midterm examination</i> <i>45% final examination</i>
Reading list	<ol style="list-style-type: none"> <i>1. Hasibuan, malayu, SP. 2007. Manajemen, Dasar, Pengertian dan Masalah. Cetakan ke tujuh. Bumi Aksara, Jakarta.</i> <i>2. Herujito. M. Yayat. 2006. Dasar Dasar Manajemen, Gramedia, Jakarta</i> <i>3. Kadarman, A,M. 1994. Pengantar Ilmu Manajemen; buku panduan mahasiswa. Gramedia Pustaka, Jakarta</i> <i>4. Manulang, M. 2006. Dasar-Dasar Manajemen. Cetakan ke Sembilan belas. Gadjah Mada University Press, Yogyakarta.</i> <i>5. Suud, M.H. 2006. Dasar-dasar Manajemen; Aplikasi dalam Perencanaan Perusahaan dan Pembangunan. YCMC, Jakarta</i>