**JADWAL MANAJEMEN & ORGANISASI**

**MM EVENING – PJJ – 4**

**Dosen : TGH, DKS, MA, TD**

**JAM : 16.30 – 19.30**

**HARI : Kamis**

**PERIODE-1 : 10 Sept – 29 Okt 2015**

**UTS : 05 November 2015**

**PERIODE-2 : 12 Nov – 16 Des 2015**

**UAS : 17 November 2015**

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| **TANGGAL PERTEMUAN** | **WAKTU** | **DOSEN** | **SUB POKOK BAHASAN** | **MATERI BAHASAN** |
| **10 – 09 - 15**  MO-1 | 16.30 – 19.30 | MA | Foundations of management and Organization | * Overview of management * Management function * Management and manager * Case |
| **17 – 09 - 15**  MO-2 | 16.30 – 19.30 | MA | Planning & Strategic Management | * The Basic Planning Process * Managerial planning & goal setting * Strategic formulation & Implementation * Delivering strategic value |
| **01 – 10 - 15**  MO-3 | 16.30 – 19.30 | TGH | Ethic & Corporate Responsibility | * Overview of etchical management * ethical decision making |
| **08 – 10 - 15**  MO-4 | 16.30 – 19.30 | TGH | Ethic & Corporate Responsibility | * Corporate Responsibility in perspective management * Green Management & sustainability * Social responsibility & etchical issues |
| **15 – 10 - 15**  MO-5 | 16.30 – 19.30 | TD | Global management | * The Global environment * Managing in a global environment * Consequences of a Global Economy * Global strategy |
| **22 – 10 - 15**  MO-6 | 16.30 – 19.30 | TD | Managing across Borders | * Skills of global manager * Understanding cultural issues * Etchical Issues in Global management * Case |
| **29 – 10 - 15**  MO-7 | 16.30 – 19.30 | TEAM | Cases study by topic |  |
| **05 – 11 - 15**  MO-UTS | 16.30 – 19.30 | TEAM | **MIDTERM TEST** | Overall of learning materials 1 – 7 |
| **12 – 11- 15**  MO-8 | 16.30 – 19.30 | TGH | Organizing : Building a dynamic organization | * Organizing Structure * Organizational agility * Multicultural Organizations |
| **19 – 11 - 2015**  MO-9 | 16.30 – 19.30 | TGH | Human Resources Management | * Strategic Human Resources Management * Staffing * Training & development * Labor relations |
| **26 – 11 - 2015**  MO-10 | 16.30 – 19.30 | DKS | Organization communication | * Understanding Organization Communication * Interpersonal communication * Type & model organization communication * Line of organization communication |
| **03 – 12 - 2015**  MO-11 | 16.30 – 19.30 | DKS | Controlling : Learning and Changing | * Foundations of control * Controlling for organization performance * Tools for measuring organizational performance |
| **10 – 12 - 2015**  MO-12 | 16.30 – 19.30 | TD | Operations management | * Service and Manufacturing * Managing productivity * Strategic Role of Operations management |
| **16 – 12 - 2015**  MO-13 | 11.00 – 14.30  (On site) | TD | Managing technology and innovation | * The Role of Technology and innovation * Technology and managerial roles * Organization for innovation |
| **16 – 12 - 2015**  MO-14 | 14.30 – 17.00  (0n site) | TEAM | Cases study by topic |  |
| **17 – 12 - 2015**  MO-UAS | 08.30 – 11.00  (On Site) | TEAM | **FINALLY TEST** | Overall of learning materials 8 - 14 |