**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

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| **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 |