**JADWAL MANAJEMEN & ORGANISASI**

**MM EVENING PJJ (TELKOM) – SMT GANJIL 2014**

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

**JAM : 16.30 – 20.00**

**HARI : SENIN & JUMAT**

**PERIODE-1 : 08 SEPTEMBER – 06 OKTOBER 2014**

**UTS : 20 OKTOBER 2014**

**PERIODE-2 : 27 OKTOBER – 15 DESEMBER 2014**

**UAS : 16 DESEMBER 2014**

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| **TANGGAL PERTEMUAN** | **WAKTU** | **DOSEN** | **SUB POKOK BAHASAN** | **MATERI BAHASAN** |
| **08 – 09 – 2014**  SATU | 16.30 – 20.00 | MA | Foundations of management and Organization | * Overview of management * Management function * Management and manager * Case |
| **12 – 09 - 2014**  DUA | 16.30 – 20.00 | MA | Planning & Strategic Management | * The Basic Planning Process * Managerial planning & goal setting * Strategic formulation & Implementation * Delivering strategic value |
| **15 – 09 – 2014**  TIGA | 16.30 – 20.00 | TGH | Ethic & Corporate Responsibility | * Overview of etchical management * ethical decision making |
| **22 – 09 - 2014**  EMPAT | 16.30 – 20.00 | TGH | Ethic & Corporate Responsibility | * Corporate Responsibility in perspective management * Green Management & sustainability * Social responsibility & etchical issues |
| **29 – 09 – 2014**  LIMA | 16.30 – 20.00 | TD | Global management | * The Global environment * Managing in a global environment * Consequences of a Global Economy * Global strategy |
| **03 – 10 -2014**  ENAM | 16.30 – 20.00 | TD | Managing across Borders | * Skills of global manager * Understanding cultural issues * Etchical Issues in Global management * Case |
| **06 – 10 - 2014**  TUJUH | 16.30 – 20.00 | TEAM | Cases Study by topic |  |
| **20 – 10 – 2014** | 16.30 – 20.00 | TEAM | **MIDTERM TEST** | Overall of learning materials 1 – 7 |
| **27 – 10 - 2014**  DELAPAN | 16.30 – 20.00 | MA | Organizing : Building a dynamic organization | * Organizing Structure * Organizational agility * Multicultural Organizations |
| **31 – 10 - 2014**  SEMBILAN | 16.30 – 20.00 | MA | Human Resources Management | * Strategic Human Resources Management * Staffing * Training & development * Labor relations |
| **03 – 11 - 2014**  SEPULUH | 16.30 – 20.00 | DKS | Organization communication | * Understanding Organization Communication * Interpersonal communication * Type & model organization communication * Line of organization communication |
| **10 – 10 – 2014**  SEBELAS | 16.30 – 20.00 | DKS | Controlling : Learning and Changing | * Foundations of control * Controlling for organization performance * Tools for measuring organizational performance |
| **17 – 11- 2014**  DUA BELAS | 16.30 – 20.00 | TD | Operations management | * Service and Manufacturing * Managing productivity * Strategic Role of Operations management |
| **21 – 11 – 2014**  TIGA BELAS | 16.30 – 20.00 | TD | Managing technology and innovation | * The Role of Technology and innovation * Technology and managerial roles * Organization for innovation |
| **15 – 12– 2014**  EMPAT BELAS | 09.00 – 11.30 | TEAM | Cases study by topic |  |
| **16– 12 – 2014** | 09.00 – 11.30 | TEAM | **FINALLY TEST** | Overall of learning materials 8 - 14 |