Management Concepts, MGMT 3820.402

Instructor Information

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Communication Expectations We will primarily use email to communicate with one another. You may contact me at Julia.herchen@unt.edu and I will respond within 24 hours on business days. Responses on weekends and holidays may take longer. We can also schedule a phone call or video call if needed to address concerns. If you would like to schedule a time to talk to me via one of these methods, please email me at least two or three times that work with your schedule. When emailing me, please include "MGMT 3820" in the subject line so that I know which of my classes you are contacting me about.

COURSE DESCRIPTION

(3 Hours.) Management philosophy; planning, organizing and controlling; entrepreneurial processes; organizational performance; structure and design. Includes an overview of organization theory and strategic management. Prerequisites: None. Open to all highly motivated and self-disciplined students.

COURSE STRUCTURE

This course will be taught online during a regular long semester. We will cover 16 chapters as outlined on the course schedule. Modules in the course will be conducted using the textbook, research, videos, articles and cases. Articles and cases will deal with issues related to Management problems. Recognize that each article/case is simply a record of an issue, which has been faced by business executives. It is not to be construed as portraying either correct or incorrect behaviors. Instead, these articles/cases contain the facts, opinions and prejudices upon which executive decisions have been made. As such, they will provide the basis for in-depth examination of particular issues and concepts.

COURSE OBJECTIVES

At the end of the course, the student should be able to:

1. Recognize the value of taking a general manager's view of the firm (Knowledge).
2. Discuss Management concepts by focusing on the key management functions (Comprehension).
3. Analyze the relationships that exists between various organizational functions (Analysis).
4. Identify current management issues confronting today's managers (Application).
5. Build a foundation for advanced work in the field of Management (Synthesis).
6. Explain how the study of Management Concepts expanded your business knowledge (Evaluation).

F-1 Visa Holder Information

Federal regulations state that students may apply only 3 fully-online semester credit hours (SCH) to the hours required for full-time status for F-1 Visa (DOC) holders. Full-time status for F-1 Visa students is 12 hours for undergraduates and 9 hours for graduate students.

Federal Regulation
To read detailed Immigration and Customs Enforcement regulations for F-1 students taking online courses, please go to the Electronic Code of Federal Regulations website. The specific portion concerning distance education courses is located at Title 8 CFR 214.2 Paragraph (f)(6)(i)(G).
The paragraph reads:

(G) For F-1 students enrolled in classes for credit or classroom hours, no more than the equivalent of one class or three credits per session, term, semester, trimester, or quarter may be counted toward the full course of study requirement if the class is taken on-line or through distance education and does not require the student's physical attendance for classes, examination or other purposes integral to completion of the class. An on-line or distance education course is a course that is offered principally through the use of television, audio, or computer transmission including open broadcast, closed circuit, cable, microwave, or satellite, audio conferencing, or computer conferencing. If the F-1 student's course of study is in a language study program, no on-line or distance education classes may be considered to count toward a student's full course of study requirement.

University of North Texas Compliance

1. To comply with immigration regulations, an F-1 visa holder within the United States may need to engage in an on-campus experiential component for this course. This component (which must be approved in advance by the instructor) can include activities such as taking an on-campus exam, participating in an on-campus lecture or lab activity, or other on-campus experience integral to the completion of this course.
2. If such an on-campus activity is required, it is the student's responsibility to do the following:
    a. Submit a written request to the instructor for an on-campus experiential component within one week of the start of the course.
    b. Ensure that the activity on campus takes place and the instructor documents it in writing with a notice sent to the International Student and Scholar Services Office. ISSS has a form available that you may use for this purpose.

Because the decision may have serious immigration consequences, if an F-1 student is unsure about their need to participate in an on-campus experiential component for this course, they should contact the UNT International Student and Scholar Services Office (telephone 940-565-2195 or email internationaladvising@unt.edu) to get clarification before the one-week deadline.

ADA Accommodation

The University of North Texas makes reasonable accommodations for students with disabilities. To request accommodations, you must first register with the Office of Disability Access (ODA) by

completing an application for services and providing documentation to verify your eligibility each semester. Once your eligibility is confirmed, you may request your letter of accommodation. ODA will then email your faculty a letter of reasonable accommodation, initiating a private discussion about your specific needs in the course.

You can request accommodations at any time, but it's important to provide ODA notice to your faculty as early as possible in the semester to avoid delays in implementation. Keep in mind that you must obtain a new letter of accommodation for each semester and meet with each faculty member before accommodations can be implemented in each class. You are strongly encouraged to meet with faculty regarding your accommodations during office hours or by appointment. Faculty have the authority to ask you to discuss your letter during their designated office hours to protect your privacy.

For more information and to access resources that can support your needs, refer to the Office of Disability Access website (https://studentaffairs.unt.edu/office-disability-access).

Supporting Your Success and Creating an Inclusive Learning Environment

I value the many perspectives students bring to our campus. Please work with me to create a classroom culture (both online and in-person) of open communication, mutual respect, and belonging. All discussions should be respectful and civil. Although disagreements and debates are encouraged, personal attacks are unacceptable. Together, we can ensure a safe and welcoming classroom for all. If you ever feel like this is not the case, please stop by my office or email me so that we can create a solution that works for all students. We are all learning together.

I also encourage you to review UNT's student code of conduct so that we can all start with the same baseline civility understanding (Code of Student Conduct) (https://policy.unt.edu/policy/07-012).

Required Materials

Robbins, S.P., Coulter, M.A., and Long, L.K., (2025). Management (16th Ed.). 221 River Street, Hoboken, NJ 07030: Pearson Education, Inc.

You may rent or buy the textbook in any format you like – hardcover, loose leaf or electronic. Pick whichever option you are most comfortable with and the one that provides the best value.

MyLab is *NOT* required.

Additional materials will be assigned by the instructor. These videos, articles, cases, and/or exercises will be distributed through Canvas LMS and available in the module that accompanies the other materials for each assigned chapter.

Course Requirements

Your grade in this course will be determined by your performance on 16 individual chapter quizzes, four exams, four article reviews, and a research term paper. Your grade will be calculated by adding the points earned for each of these elements. The point distribution is as follows:

Element	Points
Chapter Quizzes (CQ#, 16 @ 10 each)	160
Exam 1 (E1)	150
Exam 2 (E2)	150
Exam 3 (E3)	150
Exam 4 (E4)	150
Article Reviews (ART#, 4 @ 30 each)	120
Research Term Paper (RTP)	120
Total Points	1,000

Final	Grade
900 - 1000	A
800 - 899	B
700 - 799	C
600 - 699	D
698 and below	F

Due dates for each of these elements in included in the Course schedule at the end of this syllabus and is also shown in Canvas.

Students will be notified by Eagle Alert if there is a campus closing that will impact a class so the calendar is subject to change. Campus Closures Policy (https://policy.unt.edu/policy/15-006).

EXAMS

Four non-cumulative examinations will be administered online. Each exam can consist of multiple choice and/ or true-false questions. You will complete all exams online within the time allotted. Each of the four exams may have different time limits (i.e., 50, 60 minutes). Exams are individual assignments meant to assess what you have learned. Books, neighbors, social media, Quizlet, and notes are NOT permitted! Exams will open at 8:00am on Fridays and close at 11:59pm on Sundays. This is a generous window to allow flexibility to those who have obligations outside of school. I reserve the right to change this window to a single day if the policy is abused in any way.

DSL, cable, or better connections are preferred for exams. Most homes and apartments have robust Internet service. Using wireless connections in your home will be OK. Dial-up and cellular wireless connections have proven unsatisfactory and problem laden in the past. Exam times will always be stated in Central Standard Time (CST) and will be located under the "Quizzes" tab (left side navigation

menu) on the home page. You can also access exams via the modules function.

ASSIGNMENT POLICY (No Artificial Intelligence Use)

ARTICLE REVIEWS: (Use the provided template).
During the semester, you will be required to complete a number of article reviews. As part of that assignment, you will be required to submit a written report detailing its analysis, findings and recommendations. Check the course outline at the end of this syllabus and the due dates listed in Canvas. Article reviews files will be submitted in **Microsoft Word** to the class Canvas page and are due on Sundays at 11:59pm.

RESEARCH TERM PAPER: There will be one synopsis research term paper (RTP) submitted this term. There is more information located on the RTP assignment page in Canvas**.** *Late assignments will not be accepted unless covered by university policy.*

CHAPTER QUIZZES: 16 Chapter Quizzes (CQ) will be made throughout the semester. You will have two (2) opportunities at each chapter quiz. It is the student's responsibility to be aware of, complete, and submit quizzes as required. Quizzes will open at 8:00am on Mondays and close at 11:59 on Sundays. *Late assignments will not be accepted unless covered by university policy.*

Academic Integrity and Use of AI

The University of North Texas promotes the integrity of learning and embraces the core values of trust and honesty. Academic integrity is based on educational principles and procedures that protect the rights of all participants in the educational process and validate the legitimacy of degrees awarded by the University. In the investigation and resolution of allegations of student academic dishonesty, the University's actions are intended to be corrective, educationally sound, fundamentally fair, and based on reliable evidence.

Please be sure you are familiar with UNT's Academic Integrity Policy (PDF) (https://policy.unt.edu/policy/06-003). I use Turnitin to determine if there are issues with plagiarism or AI use. **You are not permitted to use AI in this course.**

In recent years there have been significant advances in software that utilizes artificial intelligence to generate conversational responses to inquiries and prompts. One of the more prominent examples of this software is called ChatGPT, which is an online program that uses generative artificial intelligence to provide responses to prompts and inquiries in conversational formats.

The existence of this, and comparable software products, is a long-anticipated step in technological progress. However, with this step come both many concerns and many opportunities. Such software may serve as a resource for students in their educational pursuits. This has proven to be the case in the past with technologies ranging from the graphing calculator to the Internet search engine. However, if used inappropriately, it can become a crutch, stumbling block, or in some ways

serve to impede educational pursuits. It is important that before utilizing any such software or comparable resource you engage with your instructor regarding its permissibility. Even if permitted, they will likely have guidelines or parameters they wish you to follow regarding its use.

In this course, students MAY NOT USE AI to generate content submitted for academic exercises. For example, a student may ask ChatGPT to explain a concept from the course that the student does not have a clear understanding of but SHOULD NOT consider using the content generated to submit an assignment. It may be helpful to think of it like a peer you could ask to explain something to you, but not to do your homework for you. As generative software like ChatGPT has emerged, so have programs and services to detect content generated by AI software. Students should be aware that faculty have access to services to detect content generated by artificial intelligence and, when appropriate, can hold students accountable for improperly submitting content that violates established course expectations or University policy.

If an assignment is detected as having more than 30 percent content as AI generated, your instructor WILL NOT grade that assignment. Students will have one opportunity to resubmit the assignment for a reduced grade if AI content is detected in the first submission. Remember that programs like Grammarly and other software that may help with reducing word counts or translating other languages may also appear as AI generated content.

Other UNT Policies and Procedures

UNT has a plethora of policies that you need to familiarize yourself with. You can access these policies on the Student Support Services & Policies page (https://clear.unt.edu/student-support-services-policies).

Attendance and Participation

Research has shown that students who attend class (in person or virtually) are more likely to be successful. You should attend unless you have a university excused absence such as active military service, a religious holy day, or an official university function as stated in the Student Attendance and Authorized Absences Policy (PDF) (https://policy.unt.edu/policy/06-039). If you cannot attend a class due to an emergency, please let me know. Your safety and well-being are important to me.

Continue to next page for course schedule

MGMT 3820 – Management Concepts
Course Schedule – Fall 2025

Week	Date	Topic	Reading/Assignment
1	Aug 17	Introduction & Overview Management and You in the Workplace	Chapter 1 **Chapter Quiz 1 Due Sunday**
2	Aug 24	Evolution of Management	Chapter 2 **Chapter Quiz 2 Due Sunday**
3	Aug 31	Making Decisions	Chapter 3 **Chapter Quiz 3 Due Sunday** **Article Review # 1 Due Sunday**
4	Sept 07	External Environment and Organization's Culture	Chapter 4 **Chapter Quiz 4 Due Sunday** **Exam 1 Due Sunday**
5	Sept 14	Managing in a Global Environment	Chapter 6 **Chapter Quiz 6 Due Sunday**
6	Sept 21	Managing Social Responsibility and Ethics	Chapter 7 **Chapter Quiz 7 Due Sunday**
7	Sept 28	Foundations of Planning	Chapter 8 **Chapter Quiz 8 Due Sunday** **Article Review # 2 Due Sunday**
8	Oct 05	Managing Strategy	Chapter 9 **Chapter Quiz 9 Due Sunday** **Exam 2 Due Sunday**
9	Oct 12	Designing Organizational Structure	Chapter 10 **Chapter Quiz 10 Due Sunday** **Article Review # 3 Due Sunday**

Week	Date	Topic	Reading/Assignment
10	Oct 19	Managing Human Resources	Chapter 11 **Chapter Quiz 11 Due Sunday**
11	Oct 26	Managing Change and Innovation	Chapter 12 **Chapter Quiz 12 Due Sunday** **Article Review # 4 Due Sunday**
12	Nov 2	Motivating Employees	Chapter 14 **Chapter Quiz 14 Due Sunday** **Exam 3 Due Sunday**
13	Nov 9	Managing Groups and Teams	Text: Chapter 15 **Chapter Quiz 15 Due Sunday** **Research Term Paper Due Sunday**
14	Nov 16	Being an Effective Leader Managing Communication	Chapter 16 Chapter 17 **Chapter Quiz 16 Due Sunday** **Chapter Quiz 17 Due Sunday**
15	Nov 23	Thanksgiving Holiday	
16	Nov 30	Managing Control	Chapter 18 **Chapter 18 Quiz Due Sunday** **Exam 4 Due Sunday**