

MGT 3725 - Fundamentals of Management

Fall 2026 Syllabus, Section 01, CRN 40515,

Credit hours: 3

Instructor

Joanna Forbes

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Public Instructor Information

Instructor Title: Dr. Joanna Forbes

Instructor Professional Qualifications:

Senior Certified Professional, Society of Human Resource Management (SHRM)

Doctor of Education, Higher Education Leadership & Administration, Youngstown State University

Master's, Leadership, Training and Development, Carlow University, Pittsburgh, PA

Bachelor's, Business Administration, Robert Morris University, Pittsburgh, PA

25+ years of professional human resources experience

Instructor Office Location: WCBA 3332

Instructor Office Phone: 330.941.3149

Course Description

3725. Fundamentals of Management. Position yourself for management and leadership opportunities in your career. This course builds the foundation for developing the knowledge, skills, and mindset needed to succeed as a manager. Students learn how managers plan, organize, lead, and control to help organizations achieve their goals, while examining how organizational structure, culture, and decision-making shape effectiveness. Emphasis is placed on strengthening problem-solving, professional behavior, collaboration, and self-awareness, essential capabilities for contributing on teams today and growing into leadership roles tomorrow. Sophomore standing required. Prereq.: BUS 1500 (C) or BUS 1500H (C) and 2.5 GPA. 3 s.h.

Course Readings

Group	Title	Author	ISBN
Required			

Textbook: Fundamentals of Management By Robbins, Stephen P. Edition

Articles:

How to Build a Strong Organizational Culture, SHRM Toolkit, August 19, 2024

The Innovator's Advantage: How to Unlock Employees' Entrepreneurial Spirit People + Innovation, February 1, 2025 by Jeff Dyer, Alyssa Liang, Markus Baer, Zachariah Rodgers, and Brad Winn

The course readings are subject to change in the event of extenuating circumstances, research developments, current events, and/or to ensure better learning.

Schedule of Topics and Assignments

Week of	Reading(s)	Proposed Topic	Due/To Prepare for Class
8/24	Chapter 1	Welcome to Course Introduction to Management	
8/31	Chapter 2	The Management Environment	Assignment #1



9/7	Chapter 3	Importatnt Managerial Issues	Assignment #2
9/14	Chapter 4	The Decision Making Process	Assignment #3
9/21	Chapter 5	Planning and Goal Setting	Assignment #4
9/28	Chapter 6	Managing Change and Innovation	Exam #1
10/5	Chapter 7	Entrepreneurship	Assignment #5
10/12	Chapter 8	Organizational Structure	Group Project Part #1
10/19	Chapter 9	Managing Human Resources	Assignment #6
10/26	Chapter 10	Managing Teams	Assignment #7
11/2	Chapter 11	Understanding Behaviors	Exam #2
11/9	Chapter 12	Motivating and Rewarding Employees	Assignment #8
11/16	Chapter 13	Leadership	Group Project #2
11/23	Chapter 14	Communication	Assignment #9
11/30	Chapter 15	Controlling	Group Presentations
12/7			Final Exam

The course schedule, policies, procedures, and assignments in this course are subject to change in the event of extenuating circumstances, by mutual agreement, and/or to ensure better learning.