

MGT 3725 - Fundamentals of Management

Fall 2026 Syllabus, Section 03, CRN 40518,

Credit hours: 3

Instructor

Jessi Hinz

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Public Instructor Information

Instructor Title: Assistant Professor

Instructor Professional Qualifications:

PhD, Organizational Behavior, Case Western Reserve University

M.S. Leadership and Organizational Psychology, BI Norwegian Business School

B.S., Business Management & Leadership, Christopher Newport University

Instructor Office Location: WCBA 3347

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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	Principles of Management	Carpenter, M. A., Bauer, T. N., & Erdogan, B.	978-1-4533-2688-6
Required	Leadership: Theory and practice (Chapter 3 only)	Northouse, P. G.	
Required	The Power of Healthy Relationships at Work	Seppala & McNichols	
Required	Four Ways to Create High-Quality Connections at Work	Dutton & Worline (2023)	
Required	Managing Your Boss	Gabarro & Kotter (1980, 2005)	
Required	Are You Solving the Right Problem?	Spradlin (2012)	
Required	How to Avoid Rushing to Solutions	Markovitz (2020)	
Required	Decision-Making Style	Brousseau et al. (2006)	
Required	What Leaders Really Do	Kotter (1990)	
Required	Harnessing the Science of Persuasion	Cialdini (2001)	
Required	Leading Change	Kotter (1995/2007)	
Required	Ethical Breakdowns	Bazerman & Tenbrunsel (2011)	

For this course we will use a combination of textbook readings from Carpenter, M. A., Bauer, T. N., & Erdogan, B. (2009). *Principles of management*. Flat World Knowledge, *Harvard Business Review* and other business journal articles, and videos. All readings are linked or shared on our Blackboard course page.

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

Day	Date	Proposed Topic	Due/To Prepare for Class
Mon	8/24	Welcome	
Wed	8/26	Management and Managers	
Mon	8/31	The Four Functions Approach to Management	
Wed	9/2	Communication and Relationships at Work	
Mon	9/7	NO CLASS (LABOR DAY)	
Wed	9/9	Understanding Yourself and Others	Quiz #1
Mon	9/14	Managing Up	
Wed	9/16	Organizational Mission and Vision	
Mon	9/21	Goal Setting	
Wed	9/23	SWOT Analysis	Quiz #2
Mon	9/28	Problem Identification	
Wed	9/30	Decision Making	
Mon	10/5	Organizational Design	
Wed	10/7	Job Design	Problem Identification Statement
Mon	10/12	Organizational Culture	Quiz #3
Wed	10/14	Management versus Leadership	
Mon	10/19	Motivation	
Wed	10/21	Motivation	Quiz #4
Mon	10/26	Groups & Teams	
Wed	10/28	Groups & Teams	
Mon	11/2	Persuasion and Negotiation	
Wed	11/4	Leading Change	
Mon	11/9	Performance Management & Feedback	Quiz #5
Wed	11/11	NO CLASS (VETERANS DAY)	
Mon	11/16	Group Presentations	Groups 1-5
Wed	11/18	Group Presentations	Groups 6-10
Mon	11/23	Managerial Ethics	
Wed	11/25	NO CLASS (THANKSGIVING BREAK)	
Mon	11/30	Course Synthesis	
Wed	12/2	Final Exam Review	
Mon	12/7	NO CLASS	Final Exam
Wed	12/9	NO CLASS	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.