

## COURSE LAYOUT

### 1. GENERAL

<b>SCHOOL</b>	APPLIED ECONOMIC AND SOCIAL SCIENCES		
<b>DEPARTMENT</b>	AGRIBUSINESS AND SUPPLY CHAIN MANAGEMENT		
<b>STUDY LEVEL</b>	<i>Undergraduate</i>		
<b>COURSE CODE</b>	<b>MNG201</b>	<b>SEMESTER</b>	2nd
<b>COURSE TITLE</b>	BUSINESS ADMINISTRATION II		
<b>INDEPENDENT TEACHING ACTIVITIES</b>		<b>WEEKLY TEACHING HOURS</b>	<b>CREDITS/ECTS</b>
Lectures		4	5
<b>COURSE TYPE</b>	General Background		
<b>PREREQUISITES</b>	NO		
<b>LANGUAGE</b>	Greek		
<b>IS THE COURSE OFFERED for ERASMUS STUDENTS?</b>	YES (in English)		
<b>COURSE WEB PAGE</b>	<a href="https://oeclass.aua.gr/eclass/">https://oeclass.aua.gr/eclass/</a>		

### 2. LEARNING OUTCOMES

Learning Outcomes
<p>The purpose of the course is to:</p> <ul style="list-style-type: none"> <li>• Introduce students to Integrated Management issues, analyzing Globalization methodologies and the knowledge managers need to support a global organization.</li> <li>• Encourage the understanding of Key concepts of organizational behavior, business communication, organizational culture and change management, elements necessary for the development and effective operation of business within the existing, dynamic and complex business environment</li> <li>• Develop students' analytical and critical thinking skills</li> </ul> <p>Upon successful completion of the course the students will be able to:</p> <ul style="list-style-type: none"> <li>• Understand the basic management "tools" of modern globalized administration</li> <li>• Identify problems and proposes alternatives solutions to issues related to organizational behavior, communication in the general business space, as well as the role of organizational culture</li> <li>• Distinguishes the main axes of development of modern strategic management</li> <li>• Distinguishes the basic principles in managing organizational change and corporate reorganization based on strategic goals</li> <li>• Understands the important of introducing and disseminating innovations, in the context of organizational culture</li> </ul>
General Competenses
<ul style="list-style-type: none"> <li>• Adapting to new situations</li> <li>• Decision-making</li> <li>• Working independently</li> </ul>

- Teamwork
- Working in an international environment
- Working in an interdisciplinary environment
- Production of new research ideas Teamwork
- Project planning and management
- Respect for difference and multiculturalism
- Respect for the natural environment
- Showing social, professional, and ethical responsibility and sensitivity to gender issues
- Criticism and self-criticism
- Production of free, creative and inductive thinking

### 3. COURSE CONTENT

#### Course description:

1. Organizational Behavior
2. Attitudes and job satisfaction
3. Personality and values
4. Communication
5. Principles of Corporate Communication
6. Conflicts in the workplace
7. Trading Technique and Procedures
8. Organizational Culture
9. Organizational Changes
10. Stress Management in the Workplace
11. Organizational Innovation
12. Organization Development and the role of Learning
13. Case Studies

A combination of teaching and learning methods will be used aiming at the active participation of students and the practical implementation of the thematic units under consideration. Therefore, there will be lectures using audiovisual media, analysis and discussion of case studies on real operational issues, experiential (group) exercises, as well as projection of relevant videos. Also, students will prepare an individual or group project.

In addition, the eclass posts in electronic form articles, audiovisual lecture material, web addresses, useful information, case studies and exercises for the students' practice.

### 4. TEACHING and LEARNING METHODS - Evaluation

TEACHING METHOD	Face -to-face, Distance learning
USE OF INFORMATICS and COMMUNICATION TECHNOLOGIES	<ul style="list-style-type: none"> <li>• Support of the learning process through the AUA Open eClass platform of the University (Integrated Electronic Course Management System)</li> <li>• Support of the lectures using presentation software</li> <li>• Use of audiovisual material</li> <li>• Use of Internet applications</li> </ul> <p><b>Communication with students:</b> face to face at office</p>

	hours, email, eclass platform														
<b>TEACHING ORGANISATION</b>	<table> <tr> <th><i>Activity</i></th><th><i>Work Load</i></th></tr> <tr> <td>Lectures (direct)</td><td>65</td></tr> <tr> <td><i>Writing paper/ papers</i></td><td>20</td></tr> <tr> <td><i>Independent Study</i></td><td>38</td></tr> <tr> <td><i>Advisory support</i></td><td><b>0,5</b></td></tr> <tr> <td><i>Exams</i></td><td><b>2</b></td></tr> <tr> <td><i>Course Total (Approximately 25 hours of workload per credit unit 125.5)</i></td><td><b>125,5h</b></td></tr> </table>	<i>Activity</i>	<i>Work Load</i>	Lectures (direct)	65	<i>Writing paper/ papers</i>	20	<i>Independent Study</i>	38	<i>Advisory support</i>	<b>0,5</b>	<i>Exams</i>	<b>2</b>	<i>Course Total (Approximately 25 hours of workload per credit unit 125.5)</i>	<b>125,5h</b>
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<b>STUDENTS EVALUATION</b>	<p>The evaluation process is in the language that the course is taught (Greek or English) and consists of:</p> <ol style="list-style-type: none"> <li><u>Compulsory written final examination at the end of the semester</u> (weighting factor 70% at least) which may includes: <ul style="list-style-type: none"> <li>• Multiple choice questionnaires</li> <li>• Open-ended questions</li> <li>• Problem solving</li> <li>• Oral examination</li> </ul> <p><b>Evaluation criteria:</b> correctness, completeness, clarity</p> </li> <li><u>Optional written exam during the semester</u> (weighting factor 30%) which may includes: <ul style="list-style-type: none"> <li>• Multiple choice test</li> <li>• Open-ended questions</li> <li>• Problem solving</li> <li>• Essay/report</li> <li>• Oral examination</li> </ul> <p><b>Evaluation criteria:</b> correctness, completeness, clarity</p> </li> </ol> <p><b>special learning difficulties</b></p> <p>Students with <b>special learning difficulties</b> in writing and reading (as certified and characterized by a competent body) are examined according to the procedure provided by the Department.</p> <p><b>Disclosure of evaluation criteria:</b> The evaluation criteria become known during the first course and are clearly formulated on the course's website and in the e-class. The answers of the exam questions are posted in the eclass after the exams are held. Students have the opportunity to see their writing after the course is graded (in the announced</p>														

	office hours) and receive explanations about the grades they received.
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## 5. ATTACHED BIBLIOGRAPHY

### *Suggested Textbooks in Greek Language:*

- Robins, P. & Judge T. (2018), *Οργανωσιακή Συμπεριφορά*, 2<sup>η</sup> έκδοση, Κριτική
- Βακόλα Μ., Νικολάου Ι. (2019), *“Οργανωσιακή Ψυχολογία και Συμπεριφορά”*, 2<sup>η</sup> έκδοση, ROSILI Εμπορική Εκδοτική Μ. ΕΠΕ
- Χυτήρης Λ. (2017), *“Οργανωσιακή Συμπεριφορά”* Εκδόσεις Μπένος
- Τερζίδης, Κ., (2015), *"MANATZMENT Στρατηγική Προσέγγιση"*, 3η έκδοση, Εκδόσεις Σύγχρονη Εκδοτική
- Κέφης, Β., (2005), *"Ολοκληρωμένο Μάνατζμεντ"*, 1η Έκδοση, Εκδόσεις Κριτική
- Πετρίδου, Ε (2002), *"Διοίκηση-Μάνατζμεντ, μια Εισαγωγική Προσέγγιση"*, 2η έκδοση, Εκδ. Ζυγός, Αθήνα 2002.
- Schermerhorn J.R., (2012), *"Εισαγωγή στο Management"*, Εκδόσεις Πασχαλίδης

### *Suggested Textbooks in English Language:*

- Stephen P. Robbins, David A. DeCenzo, Mary Coulter (2017). *Fundamentals of Management*
- Morris & Willey (1996). *The Corporate Environment*, Pitman Publishing Co.
- Welford & Prescott (1996). *European Business*, 2nd edition, Pitman Publishing.

### **Related scientific journals:**

### **Selected articles from international scientific journals (indicative):**

- Luthans F. & Youssef C. M (2007), *Emerging Positive Organizational Behavior*, *Journal of Management* 33, τευχ. 3, σελ. 321-349
- Meinert D. (2014), *Manager's Influence*, HR Managine
- Zhang S. (2014), *Impact of job Involvement on Organizational Citizens Behaviors in China*, *Journal of Business Ethics* 120, τευχ. 2, σελ. 165-174
- Judge T. A. & Ilies R. (2004), *Affect and Job Satisfaction: A Study of Their Relationship at Work and at Home*, *Journal of Applied Psychology* 89, τεύχ. 89, σελ. 661- 673
- Kennedy R. B. & Kennedy D. A.(2004), *Using the Myers- Briggs Type Indicator in Career Counseling*, *Journal of Employment Counseling* 41, τεύχ. 1, σελ. 38-44

### **Instructor Notes**