



COURSE OUTLINE

1. General specifications

Module Title: Understanding Business Organisations

Level: IDB

Credits 15

Overview of the module

The ability to understand the structure of an organisation and the factors that shape structures is an important skill in business. Managers need to have a good appreciation of the changes that they can make in order to improve organisational performance. This module introduces the objectives, roles, functions and various forms of business organisation as they adapt to a dynamic and changing environment. Students will also look at the role of information and technology within an organisation and how organizational efficiency and performance can be monitored.

2. Module Delivery

Contents

CLASS SUBJECT	
1	Different types of organisation <ul style="list-style-type: none">• Non-incorporated organisations, limited companies and other business organisations.
2	Organisational Structures <ul style="list-style-type: none">• Alternative forms of organisation structure. Review advantages and disadvantages of the main types.
3	Mechanistic and Organic Forms of Organisational Structure <ul style="list-style-type: none">• Compare and contrast the features of mechanistic and organic forms of organisational structure.
4	Human Resource Management <ul style="list-style-type: none">• The impact of Human Resource Management (HRM) on organisational performance, and the key aspects of HRM.
5	Organisations and the Competitive Environment <ul style="list-style-type: none">• The main sets of forces exerting influences on organisations. Tools to analyse the competitive environment.
6	Change in Organisations <ul style="list-style-type: none">• The motivations for organisational change, the types of change that can be introduced and the impact of organisational culture on potential change.



7 Implementing and Managing Organisational Change <ul style="list-style-type: none">The steps in the change process, resistance to change and managing change successfully.
8 Effective Communication in Organisations <ul style="list-style-type: none">Different types of communication channels, advantages and disadvantages of each, and selecting the appropriate communication medium.
9 Monitoring Organisational Performance – Financial & Budgetary Control <ul style="list-style-type: none">The importance of financial results and budgetary control in evaluating organisational performance.
10 Optimising Organisational Performance – Quality and Operational Measures <ul style="list-style-type: none">The use of quality control, Total Quality Management (TQM) and operational systems.
11 The IT Environment Within Business <ul style="list-style-type: none">The use of technology within the organisation for enhancing business activities, decision making and operations.
12 New Organisational Structures and Opportunities Through IT <ul style="list-style-type: none">The use of evolving networking, e-commerce and social media technologies within organisations, and their impact on organisational structures and ways of working.

Indicative reading

Essential Textbook: Boddy, D. (2005) Management: An Introduction 3rd.ed. Prentice Hall.
ISBN-10: 027369586X
ISBN-13: 978-0273695868

3. Module Assessment

Module Learning Outcomes

On completion of this module the student should be able to:

1. Evaluate various types of organisation

1.1 Compare and contrast the form, aims, objectives and operations of business organisations across a number of sectors

2. Evaluate various forms of organisational structure

2.1 Discuss the process of organisational development

2.2 Compare and contrast the mechanistic and organic forms of organisation structure

2.3 Analyse the competitive forces exerting influences on an organisation and its structure

3. Examine the process of organisational change

3.1 Compare and contrast types of organisational change

3.2 Discuss the steps in the change process for organisations

3.3 Assess the impact of resistance to change on organisational performance

4. Assess the use of communication in organisations

4.1 Analyse the barriers to effective communication



- 4.2 Examine the ways in which communication processes can help or hinder organisational performance
- 5. Examine how organisational performance is monitored**
- 5.1 Discuss the control processes put in place in organisations
- 5.2 Compare and contrast the use of budgetary and non-budgetary methods of control
- 6. Evaluate the use of IT systems on the performance and structure of an organisation**
- 6.1 Assess how the effective use of IT can impact upon organisational performance
- 6.2 Explain how the Internet and collaboration technologies have enabled new forms of organisation

Assessment Methods:

Number, Type and Weighting of Element

Assignment 100%

*Admission to the final assessment is subject to completion of all coursework assigned by Esei tutor for each module.