

# 2018-2019 TTC Catalog - Management (MGT)

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## **MGT 001 - Management Non-Equivalent**

**Lec:** 0 **Lab:** 0 **Credit:** \*

Indicates credit given for management course work transferred from another college for which there is no equivalent course at TTC. \*Hours vary depending on external course.

**Division:** Business Technology

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## **MGT 101 - Principles of Management**

**Lec:** 3.0 **Lab:** 0 **Credit:** 3.0

This course is a study of management theories, emphasizing the management functions of planning, decision making, organizing, leading and controlling.

**Grade Type:** Letter Grade

**Division:** Business Technology

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## **MGT 120 - Small Business Management**

**Lec:** 3.0 **Lab:** 0 **Credit:** 3.0

This course is a study of small business management and organization, forms of ownership, and the process of starting a new business.

**Grade Type:** Letter Grade

**Division:** Business Technology

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## **MGT 121 - Small Business Operations**

**Lec:** 3.0 **Lab:** 0 **Credit:** 3.0

This course is a study of the daily operations of an established small business, emphasizing staffing, recordkeeping, inventory control and marketing.

**Grade Type:** Letter Grade

**Division:** Business Technology

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## **MGT 201 - Human Resource Management**

**Lec:** 3.0 **Lab:** 0 **Credit:** 3.0

This course is a study of personnel administration functions within a business organization. Major areas of study include job analysis; recruitment, selection and assessment of personnel; and salary and benefit administration.

**Grade Type:** Letter Grade

**Division:** Business Technology

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## **MGT 210 - Employee Selection and Retention**

**Lec:** 3.0 **Lab:** 0 **Credit:** 3.0

This course examines how to identify and assess employment needs within an organization. Students will also study the functions of recruitment, selection and training with an emphasis on employee retention.

**Grade Type:** Letter Grade

**Division:** Business Technology

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## **MGT 230 - Managing Information Resources**

**Lec:** 3.0 **Lab:** 0 **Credit:** 3.0

This course is a study of the development, use and management of information resources and systems in business and industry.

**Grade Type:** Letter Grade

**Division:** Business Technology

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## **MGT 235 - Production Management**

**Lec:** 3.0 **Lab:** 0 **Credit:** 3.0

This course is a study of production management techniques used in a manufacturing environment. It covers forecasting, scheduling, inventory, work flow management and quality control.

**Grade Type:** Letter Grade

**Division:** Business Technology

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## **MGT 240 - Management Decision Making**

**Lec:** 3.0 **Lab:** 0 **Credit:** 3.0

This course is a study of various structured approaches to managerial decision-making. Extensive case studies and applications are used to reinforce course topics.

**Grade Type:** Letter Grade

**Division:** Business Technology

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## **MGT 250 - Situational Supervision**

**Lec:** 3.0 **Lab:** 0 **Credit:** 3.0

This course is a study of techniques supervisors use to adjust their management styles to different situations and employees.

**Grade Type:** Letter Grade

**Division:** Business Technology

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## **MGT 255 - Organizational Behavior**

**Lec:** 3.0 **Lab:** 0 **Credit:** 3.0

This course is a study of effective individual and group behavior in an organization to maximize productivity, and psychological and social satisfaction.

**Grade Type:** Letter Grade

**Division:** Business Technology

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## **MGT 270 - Managerial Communication**

**Lec:** 3.0 **Lab:** 0 **Credit:** 3.0

This course is a study of the skills used to create a climate for effective communication in the decision making and problem-solving process.

**Grade Type:** Letter Grade

**Division:** Business Technology

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