



**Universitas Negeri Surabaya
Faculty of Social and Legal Sciences
Communication Science Bachelor Study Program**

Document Code

SEMESTER LEARNING PLAN

Courses	CODE	Course Family	Credit Weight	SEMESTER	Compilation Date																																		
Principles of Management	7020103001		T=3 P=0 ECTS=4.77	1	July 18, 2024																																		
AUTHORIZATION	SP Developer		Course Cluster Coordinator	Study Program Coordinator																																			
	Dr. Anam Miftakhul Huda, S.Kom., M.I.Kom.																																			
Learning model	Case Studies																																						
Program Learning Outcomes (PLO)	PLO study program that is charged to the course																																						
	Program Objectives (PO)																																						
	PLO-PO Matrix																																						
		<table border="1" style="margin-left: auto; margin-right: auto;"> <tr><td style="width: 50px; height: 20px;">P.O</td></tr> </table>					P.O																																
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PO Matrix at the end of each learning stage (Sub-PO)																																							
	<table border="1" style="margin-left: auto; margin-right: auto;"> <tr> <td style="width: 50px; height: 20px;">P.O</td> <td colspan="16" style="text-align: center;">Week</td> </tr> <tr> <td></td> <td>1</td><td>2</td><td>3</td><td>4</td><td>5</td><td>6</td><td>7</td><td>8</td><td>9</td><td>10</td><td>11</td><td>12</td><td>13</td><td>14</td><td>15</td><td>16</td> </tr> </table>					P.O	Week																	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16
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	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16																							
Short Course Description	The course aims to explain to students the concepts or meaning of management, various approaches to management, management functions and applications of management functions. This course examines the basic concepts of management related to a general overview of management. Development of management theory, external organizational environment, management and decision-making functions, organizing and organizational change functions, motivation, leadership and communication as well as supervisory functions and information systems. The learning methods used are varied lectures, discussions and observations.																																						
References	Main :																																						
	1. T. Hani Handoko. <i>Manajemen Edisi 2</i> . 2012. Yogyakarta : BPFE Yogyakarta Robbins P. Stephen, 2007, <i>Manajemen</i> , PT Macanan Boonstra. 2008. <i>Dynamics of Organizational Change and Learning</i> . Wiley.																																						
	Supporters:																																						
Supporting lecturer	R.A. Sista Paramita, S.E., M.Si. Vinda Maya Setianingrum, S.Sos., M.A. Puspita Sari Sukardani, S.T., M.Med.Kom. Mutiah, S.Sos., M.I.Kom.																																						
Week-	Final abilities of each learning stage (Sub-PO)	Evaluation		Help Learning, Learning methods, Student Assignments, [Estimated time]		Learning materials [References]	Assessment Weight (%)																																
		Indicator	Criteria & Form	Offline (offline)	Online (online)																																		
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)																																

1	Students can explain the meaning and development of management theory	<ol style="list-style-type: none"> 1.Explains the definition of management, why it is needed, and management as a science and art 2.Explains the organization and management needs, management processes, types of management and levels of management skills 3.Explains why to study management theory (classical theory, management behavior, development of management theory) 		reading literature and peer discussions 3 X 50			0%
2	Students can explain the meaning and development of management theory	<ol style="list-style-type: none"> 1.Explain external factors that influence the organization 2.Explains social responsibility, ethical changes, and ethical tools 		Reading literature and peer discussions 3 X 50			0%
3	Students can explain the meaning and development of management theory	Explaining business globalization and the international external environment. Explaining the meaning and importance of entrepreneurship		reading literature and peer discussion 3 X 50			0%
4	Explain the meaning of planning, planning function, planning process	Explains the general description of planning, the formal planning process, the development of strategy concepts, and levels of strategy		Reading literature and peer discussions 3 X 50			0%
5	Explain the meaning of planning, planning function, planning process	Comparing structure and strategy, cultivating strategy, implementing strategy, using implementation facility procedures		Reading literature and peer discussions 3 X 50			0%
6	Explain the meaning of planning, planning function, planning process	<ol style="list-style-type: none"> 1.Explains the search for problems and opportunities 2.Rational model of decision making 3.Development of effectiveness in decision making and problem solving 		Reading literature and peer discussions 3 X 50			0%

7		Explaining the management science approach, management science process, forecasting		Reading literature and peer discussions 3 X 50			0%
8	Midterm exam			3 X 50			0%
9	Formulate the organization of the company	Explain the organization of the company		Reading literature and peer discussions 3 X 50			0%
10	Formulate the organization of the company	Explain Human resource management planning.		Reading Literature and Peer Discussions 3 X 50			0%
11	Formulate the organization of the company	Explain the management of organizational change and innovation		Reading literature and peer discussions 3 X 50			0%
12	Formulate the implementation/leading of the company	Explain theories of motivation, performance and job satisfaction. Explain leadership theories		Reading literature and peer discussions 3 X 50			0%
13	Formulate the implementation/leading of the company	Explain communication and negotiation in managing careers		Reading literature and peer discussions 3 X 50			0%
14	Formulate company control or supervision	Explain company control/supervision		Reading literature and peer discussions 3 X 50			0%
15	Formulate company control or supervision	Explain operations management		Reading literature and peer discussions 3 X 50			0%
16	Final exams			3 X 50			0%

Evaluation Percentage Recap: Case Study

No	Evaluation	Percentage
		0%

Notes

- Learning Outcomes of Study Program Graduates (PLO - Study Program)** are the abilities possessed by each Study Program graduate which are the internalization of attitudes, mastery of knowledge and skills according to the level of their study program obtained through the learning process.
- The PLO imposed on courses** are several learning outcomes of study program graduates (CPL-Study Program) which are used for the formation/development of a course consisting of aspects of attitude, general skills, special skills and knowledge.
- Program Objectives (PO)** are abilities that are specifically described from the PLO assigned to a course, and are specific to the study material or learning materials for that course.
- Subject Sub-PO (Sub-PO)** is a capability that is specifically described from the PO that can be measured or observed and is the final ability that is planned at each learning stage, and is specific to the learning material of the course.
- Indicators for assessing** ability in the process and student learning outcomes are specific and measurable statements that identify the ability or performance of student learning outcomes accompanied by evidence.
- Assessment Criteria** are benchmarks used as a measure or measure of learning achievement in assessments based on predetermined indicators. Assessment criteria are guidelines for assessors so that assessments are consistent and unbiased. Criteria can be quantitative or qualitative.
- Forms of assessment:** test and non-test.
- Forms of learning:** Lecture, Response, Tutorial, Seminar or equivalent, Practicum, Studio Practice, Workshop Practice, Field Practice, Research, Community Service and/or other equivalent forms of learning.
- Learning Methods:** Small Group Discussion, Role-Play & Simulation, Discovery Learning, Self-Directed Learning, Cooperative Learning, Collaborative Learning, Contextual Learning, Project Based Learning, and other equivalent methods.
- Learning materials** are details or descriptions of study materials which can be presented in the form of several main points and sub-topics.

11. **The assessment weight** is the percentage of assessment of each sub-PO achievement whose size is proportional to the level of difficulty of achieving that sub-PO, and the total is 100%.
12. TM=Face to face, PT=Structured assignments, BM=Independent study.