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|  |  | **Course Outline and Evaluation Summary**Course Code: **BOH4M1** |  |
|  | Title of Course: **Business Leadership**   | 416-395-3210 |
|  | Department: **Business** |  |

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| **Course Description** |
| This course focuses on the development of leadership skills used in managing a successful business. Students will examine the role of a leader in business, with a focus on decision making, management of group dynamics, workplace stress and conflict, motivation of employees, and planning. Effective business communication skills, ethics, and social responsibility are also emphasised. |

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| **Course Evaluation** |
| Course evaluations incorporate one or more of the achievement categories (KICA). A brief description of each category can be found [here](https://www.dcp.edu.gov.on.ca/en/assessment-evaluation/categories-of-knowledge-and-skills). The final grade is calculated using the weighted percentages below. |
| **Term Work:** | **A variety of tasks where you show your learning and have marks assigned using the Achievement Categories/Strands** | **Summative****Evaluation:** | **Marked summative tasks which assess your learning on the entire course** |
| 70% | 20% | Knowledge & Understanding | 30% | 30% | Culminating Task |
| 30% | Thinking & Inquiry |
| 30% | Application | N/A | Final Exam  |
| 20% | Communication |

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| **Learning Skills** |
| Learning skills provide information to help students understand what skills, habits and behaviours they need to work on to be successful. These are not connected with any numerical mark. A brief description of each skill can be found [here](http://www.edu.gov.on.ca/eng/policyfunding/growsuccess.pdf#page=17). **Responsibility, Organization, Independent Work, Collaboration, Initiative and Self-Regulation**E – Excellent G – Good S – Satisfactory N – Needs Improvement |

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| **Required Materials** |
| Any educational resource required for this course will be provided by the school. It is the student’s responsibility to come to class with these materials.  |

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| **School/Departmental/Classroom Expectations** |
| **Attendance:** The student is expected to attend class on time. Parents/guardians will be contacted if lates/attendance becomes an issue/hindrance. If the student knows about an absence in advance, they should contact the teacher.**Plagiarism/Cheating:** A mark of 0 will be assigned for any work submitted that does not belong to the student. A mark of 0 will be assigned to a student who was found to have cheated. Parents/guardians will be informed.**Missed Work:** If a student is absent from class, (e.g. illness, sports team) it is **their** responsibility to find out what they have missed and to catch up. The student is responsible for completing all of the work that was missed due to an absence. If a student misses an assignment or test without a legitimate explanation and documentation, marks up to and including the full value of the evaluation may be deducted. Make-up tests must be arranged to be written.**Late Work:**  Late work may result in a deduction of marks up to and including the full value of the evaluation. |

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| **Course Assessment Tasks** |
| ***Unit/Topic/Strand*** | ***Big Ideas*** | ***Major Assignments / Evaluations*** | ***Estimated Duration*** |
| Unit 1: Business Fundamentals | * The role of management within an organisation
* Appropriate communication techniques related to business management
* The impact of issues related to ethics and social responsibility on the management of organisations
 | * Research report and presentation
* Tests/Quizzes
* Case studies
 | 15 classes |
| Unit 2: Leading | * Human behaviour and its impact on the workplace
* Group dynamics
* Leadership techniques
 | * Case studies
* Test/quizzes
 | 20 classes |
| Unit 3: Management Challenges | * Effective communication within the workplace
* management of stress and conflict;
* motivation and a productive work environment
* Strategic management
 | * Class debate
* Research report
* Case studies
* Current events report and presentation
 | 20 classes |
| Unit 4: Planning and Controlling | * Effective planning tools and techniques in a variety of situations
* strategic planning and the success of an organisation
* internal and external pressures for change
 | * Test/quizzes
* Case Studies
 | 15 classes |
| Unit 5: Organising | * organisational structures and management
* The changing nature of work
* Human resources within an organisation
 | * Tests/quizzes
* Case studies
 | 18 classes |
| Culminating Task(s) | * Business management plan
 | * Students will craft a comprehensive summative plan to create and effectively manage a business of their choosing
 | 5 Classes |