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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 |