

Course Outline for: BUSN 1107 Leadership in the Workplace**A. Course Description**

1. Number of credits: 3
2. Lecture hours per week: 3
3. Prerequisites: None
4. Corequisites None
5. MnTC Goals: None

This course provides a basic introduction to leadership in the workplace. Students will assess their leadership traits and develop skills to improve their own leadership performance.

B. Date last reviewed: December 2021**C. Outline of Major Content Areas**

1. Understanding leadership styles.
2. Recognizing leadership traits.
3. Leadership philosophy and styles.
4. Building relationships.
5. Developing cultural intelligence.
6. Developing leadership skills.
7. Setting goals.
8. Creating a vision.
9. Crisis and stress management.
10. Establishing a constructive climate.
11. Conflict management.
12. Professionalism and ethics in leadership.
13. Overcoming obstacles through motivating and encouraging others.

D. Course Learning Outcomes

Upon successful completion of the course, the student will be able to:

1. Develop a fundamental understanding of leadership and the skills needed to be an effective leader.
2. Demonstrate effective techniques and strategies for articulating a vision.
3. Discuss the role of a leader in initiating change and helping others to adjust to change.
4. Discuss the role the leader can facilitate in managing conflict.
5. Discuss the importance of professionalism and ethical decision making.
6. Explain the importance of inclusion in the workplace.
7. Construct a portfolio of their personal leadership ideas and philosophy.

E. Methods for Assessing Student Learning

1. Quizzes and examinations
2. Discussions
3. Problem-based learning (PBL)
4. Portfolio project

F. Special Information: None