

Faculty of Economics / MANAGEMENT /

<b>Course:</b>				
<b>Course ID</b>	<b>Course status</b>	<b>Semester</b>	<b>ECTS credits</b>	<b>Lessons</b> (Lessons+Exercises+Laboratory)
11749	Mandatory	2	7	4+0+0
<b>Programs</b>	MANAGEMENT			
<b>Prerequisites</b>	This course is not conditioned by other courses.			
<b>Aims</b>	Studying of planning organisation and understanding of basic approaches, methods and models.			
<b>Learning outcomes</b>	After acquisition of the course curriculum students will be able to: • understand subject of study of planning organisation, • distinguish basic models of organisational structure, • understand impact of size, goals and environment of the organisation on the selection of model of organisational structure, • explain relation between strategy and organisational goals, • explain differences among basic models of organisational structure, • explain phases of planning organisation: defining, differentiation and integration of organisational tasks, • list different types of incentives, • explain concept of organisational climate, • understand different coordination, control and knowledge sharing systems within chosen organisational model, • list basic rules for planning organisation, • distinguish types of processes in organisation and their influence on the organisation design, • explain problem of human factor in organisation, • use basic methods and techniques of planning organisation, • analyse advantages and disadvantages of different organisational forms, • understand procedure of developing model of organisational structure in relation to the elements of the organisation, • apply situational approach in planning organisation, • explain importance of flexibility in the application of organisational model.			
<b>Lecturer / Teaching assistant</b>	Professor Jasmina Četković			
<b>Methodology</b>	Lectures, tutorials, consultations, essays, seminar papers, etc.			
<b>Plan and program of work</b>				
Preparing week	Preparation and registration of the semester			
I week lectures	Basis of methodology for planning organisation			
I week exercises	Basis of methodology for planning organisation			
II week lectures	Analysis of size and goals of organisation			
II week exercises	Analysis of size and goals of organisation			
III week lectures	Analysis of the environment			
III week exercises	Analysis of the environment			
IV week lectures	Analysis of strategy			
IV week exercises	Analysis of strategy			
V week lectures	Basic models of organisational structure			
V week exercises	Basic models of organisational structure			
VI week lectures	New organisational forms			
VI week exercises	New organisational forms			
VII week lectures	Human factor, incentives and organisational processes			
VII week exercises	Human factor, incentives and organisational processes			
VIII week lectures	1st test			
VIII week exercises	1st test			
IX week lectures	Defining organisational tasks			
IX week exercises	Defining organisational tasks			
X week lectures	Differentiation of organisational tasks			
X week exercises	Differentiation of organisational tasks			
XI week lectures	Integration of organisational tasks			
XI week exercises	Integration of organisational tasks			

XII week lectures	Organisational climate, coordination, control, information and knowledge sharing systems					
XII week exercises	Organisational climate, coordination, control, information and knowledge sharing systems					
XIII week lectures	Situational approach to planning organisation					
XIII week exercises	Situational approach to planning organisation					
XIV week lectures	Application of organisational model					
XIV week exercises	Application of organisational model					
XV week lectures	2nd test					
XV week exercises	2nd test					
<b>Student workload</b>	Weekly: 6 credits x 40/30 = 8 hours Structure: 2 hours of lectures, 2 hours of tutorials, 4 hours of independent work, including consultations. During the semester: Total workload for the module: 6 ECTS x 30 = 180 hours Structure: Teaching and final exam: 8 x 16 weeks = 128 hours Necessary preparations before the start of the semester (administration, registration, certification): 8 x 2 = 16 hours. Additional work for preparation and taking exams in correctional term: 36 hours.					
<b>Per week</b>			<b>Per semester</b>			
<b>7 credits x 40/30=9 hours and 20 minuts</b> 4 sat(a) theoretical classes 0 sat(a) practical classes 0 excercises <b>5 hour(s) i 20 minuts</b> of independent work, including consultations			Classes and final exam: <b>9 hour(s) i 20 minuts x 16 =149 hour(s) i 20 minuts</b> Necessary preparation before the beginning of the semester (administration, registration, certification): <b>9 hour(s) i 20 minuts x 2 =18 hour(s) i 40 minuts</b> Total workload for the subject: <b>7 x 30=210 hour(s)</b> Additional work for exam preparation in the preparing exam period, including taking the remedial exam from 0 to 30 hours (remaining time from the first two items to the total load for the item) <b>42 hour(s) i 0 minuts</b> Workload structure: <b>149 hour(s) i 20 minuts (courses), 18 hour(s) i 40 minuts (preparation), 42 hour(s) i 0 minuts (additional work)</b>			
<b>Student obligations</b>			Students are obliged to attend lectures and do tests.			
<b>Consultations</b>			Consultations are held after lectures with the lecturert, as well as at regular consultation time.			
<b>Literature</b>			1. Burton, R. M., Obel, B. & Hakonsson D. D. (2015): Organizational Design: A Step-By-Step Approach, Cambridge University Press, Cambridge 2. Jaško, O., Čudanov, M., Jevtić, M. & Krivokapić, J. (2013): Projektovanje organizacije, FON, Beograd 3. Jaško, O., Čudanov, M., Jevtić, M. & Krivokapić, J. (2017): Organizacioni dizajn – pristupi, metode i modeli, FON, Beograd 4. Stanford, N. (2007): Guide to Organization Design, Profile Books, London			
<b>Examination methods</b>			Two tests, each having 25 points. Active participation in classes: 10 points. Final exam: 40 points.			
<b>Special remarks</b>			/			
<b>Comment</b>			For additional information you can contact teacher by e-mail – Jasmina Četković jasminka@ac.me (room 307), in person, before or after lecuters, as well as at regular consultation time.			
<b>Grade:</b>	F	E	D	C	B	A
<b>Number of points</b>	less than 50 points	greater than or equal to 50 points and less than 60 points	greater than or equal to 60 points and less than 70 points	greater than or equal to 70 points and less than 80 points	greater than or equal to 80 points and less than 90 points	greater than or equal to 90 points