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| **WEEK** | **TOPIC** | **GROUP PROJECT PRESENTATION** | **REMARKS** |
| **1****(10 – 16 SEPT)**  | **Introduction 1****(Managers & Management)** | **-** |  |
| **2****(17 – 23 SEPT)** | **Introduction 2****(The management Environment)** | **Group 1** | **1 Malaysia Holidays****(17th Sept- Monday)** |
| **3****(24– 30 SEPT)** | **Planning 1****( Foundation of decision Making**) | **Group 2** |  |
| **4** **( 1 - 7 OKT)** | **Planning 2****(Foundation of Planning)** | **Group 3** |  |
| **5****( 8 - 14 OKT)** | **Organizing 1****(Organizational Structure and Culture)** | **Group 4** |  |
| **6****(15 – 21 OKT)** | **Organizing 2****(Managing Human Capital)** | **Group 5** |  |
| **7****(22 – 28 OKT)** | **The class will be postponed!!** | **\*Submit Group Assignment 1** | **Birthday of Sultan Pahang and Hari Raya Qurban Holidays** |
| **8****(29 OKT – 4 NOV)** | **Organizing 3****(Managing Change and Innovation)** | **Group 6** |  |
| **9****( 5- 11 NOV)** | **Leading 1****(Foundation Individual Behavior)** | **Group 7** |  |
| **10****( 12- 18 NOV)** | **(Mid Term Break)** |  | **Deepavali and Awal Muharram Holiday**  |
| **11****( 19 – 25 NOV)** |  **Leading 2****(Understanding the group and managing work team)** | **\*TEST** |  |
| **12****(26 NOV – 2 DIS)** | **Leading 3****(Motivating and rewarding Employees)** | **Group 8** |  |
| **13****(3 – 9 DIS)** | **Leadership 1****(leadership and Trust)** | **Group 9** |  |
| **14****(10 – 16 DIS)** | **Leadership 2****(Communication and Interpersonal Skill)** | **Group 10** |  |
| **15****(17 – 23 DIS)** | **Controlling 1 & 2****(Foundation of control and Operation Management)** | **\*Submit Group Assignment 2** |  |
| **16****(24 – 30 DIS)** | **Study Week** |  | **Christmas holiday** |
| **17****( 31 DIS – 6 JAN 2013)** | **Final Exam** |  | **Happy New Year Holiday** |
| **18****( 7 – 13 JAN)** | **Final Exam** |  |  |
| **19****(14 – 20 JAN)** | **Final Exam** |  |  |
| **20****( 21 – 27 JAN)** | **Semester Break** |  |  |

Assessment Scheme

1. Quizzes 10%
2. Attendance 5%
3. Case Study project 10%
4. Group Assignment 10%
5. Group Presentation 10%
6. Test 10%