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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%