



## Programme syllabus

Faculty Board of Humanities and Social Sciences  
School of Social Sciences

Ledarskap och organisation, 180 högskolepoäng  
Management and Organization Programme, 180 credits

### **Level**

First Level

### **Establishment of Programme**

Established by Organisational Committee 2009-03-26

### **Date of Ratification**

Approved by 2009-09-17

The programme syllabus is valid from autumn semester 2012

Revised 2011-11-29

### **Prerequisites**

General entry requirements and Civics A, English B or Civics 1b / 1a1 +1a2 (Field-specific entry requirements 6/A6). Basic eligibility and

- English B and Social Studies A (Field specific entry requirements 6).
- Work experience equivalent to three years fulltime work (or equivalent part-time for a longer period).

## Description of Programme

The overall aim of the programme is that students shall become better equipped to meet and deal with changes occurring in organizations and working. This is made possible through the acquired knowledge of current research in the fields of leadership management and organization, and practical applications within these fields. The programme also aims to provide the ability to perform advanced analyses of social phenomena and a deeper understanding of how society works, and increased knowledge of and ability to critically examine professional sociological theory and methodology.

The course also aims to make the students:

- further develop their skills and personal resources for leadership, and
- acquire knowledge in order to develop and use the proficiency of coworkers that the student is responsible for.

The programme is aimed primarily at people working as supervisors/managers at different levels and in different sectors but also at those interested in acquiring supervisory functions.

## Objectives

**Key objectives in accordance with the Higher Education Ordinance**

### *Knowledge and understanding*

For a Bachelor of Arts/Science the student shall

- demonstrate knowledge and understanding in the main field of study, including knowledge of the disciplinary foundation of the field, understanding of applicable methodologies in the field, specialised study in some aspect of the field as well as awareness of current research issues.

### *Competence and skills*

For a Bachelor of Arts/Science the student shall

- demonstrate the ability to search for, gather, evaluate and critically interpret the relevant information for a formulated problem and also discuss phenomena, issues and situations, @@critically demonstrate the ability to identify, formulate and solve problems autonomously and to complete tasks within predetermined time frames,
- demonstrate the ability to present and discuss information, problems and solutions in speech and writing and in dialogue with different audiences, and
- demonstrate the skills required to work autonomously in the main field of study.

### *Judgement and approach*

For a Bachelor of Arts/Science the student shall

- demonstrate the ability to make assessments in the main field of study informed by relevant disciplinary, social and ethical issues,
- demonstrate insight into the role of knowledge in society and the responsibility of the individual for how it is used, and
- demonstrate the ability to identify the need for further knowledge and ongoing learning.

### **Programme specific objectives**

In order to obtain a bachelor's degree the student shall, through meetings with participants from various organization, demonstrate understanding of and be able to analyse different organizations' specific conditions in relation to leadership in late modern professional work.

### **Content**

The programme is run by the School of Social Sciences. The programme has a programme coordinator and a programme council consisting of four additional persons (whereof one professional) and minimum one student representative.

The programme is a distance programme in half speed, combined with a meeting each month at the university. The idea is that the student should be able to work half time alongside studying. The programme is consistently structured so that theory and research are linked to the student's own experiences from working and to be applicable in the students's own organization/workplace. Through the theoretical content of the programme in general and the integration between theory and practice in particular, students acquire the objectives of the programme.

### **Programme Overview**

Semesters containing the main field of subject = (\*)

Semesters 1 and 2 (\*)

Leadership and Organization, 30 credits, G1N

Semesters 3 and 4 (\*)  
Leadership and Organization, 30 credits, G1F

Semesters 5 and 6 (\*)  
Leadership and Organization 30 credits, G2F

Semester 7 and 8  
Strategic management (including a degree project, 15 credits) 30 credits, G1E

Semesters 9 and 10 (\*)  
Sociology, 30 credits, G2F

Semesters 11 and 12 (\*)  
Sociology, 30 credits, G2E

### **Programme Courses**

Semesters 1 and 2 - Leadership and Organization, G1N level, 30 credits  
The course covers the basics of leadership and organizational theory, social psychology, groups and management functions, communication, counselling skills and presentation techniques, conflicts and conflict resolution, personality theory, crises and crisis management, and personnel policies, personnel administration and labour law, working environment law and social insurance. Special emphasis is placed on the supervisor's responsibility from a legal perspective. Financial control in private and public sectors, and the leader's accountability and efficiency requirements as well as business ethics/ethics management, are studied. Staff and work environment economy are also studied.

Semesters 3 and 4 - Leadership and Organization, G1F level, 30 credits  
The course provides advanced knowledge of group and social psychology, the concept of professionalism, organization culture and labour law. Leadership from different perspectives, working with the work environment, and both the psychosocial well as the physical environment, are studied. The course also emphasizes health prevention and promotion in the workplace. The course thoroughly deals with the politics of society and societal economy and its form and role in public and private organizations. During the course, students also write an essay/an investigation of relevance to working. In connection with this, students get basic knowledge of methodology and research ethics.

Semesters 5 and 6 - Leadership and Organization, G2F level, 30 credits  
The course deals with the organizational structure, culture and processes, and theoretical perspectives on organization and leadership. The course also deals with the philosophy of science, epistemology, research methods and techniques for data collection and analysis, and the different criteria for research ethics. The course gives a deepening of leadership theory, project management, communication and change.

Semester 7 and 8 - Strategic Management G1E level, 30 credits  
The course provides advanced knowledge of organizations, management and strategies from a development and change perspective. Special interest is paid to governance, quality management, IT policy, organizational ethics, customer-oriented business development and methods of analysis of environments and organizational diagnosis. During this course, students carry out an investigation/an independent project of 15 credits.

Semester 9 and 10 - Sociology, G2F level, 30 credits  
The course provides deepened ability in analysing social phenomena and a deeper understanding of social functioning, increased ability to critically examine sociological theories and their practical applications, knowledge of sociological methods and practical field work. Classical and contemporary sociological theories and schools of thought on

the basis of their practical applications, are highlighted. The course also includes an individual independently chosen area of specialisation in information retrieval, retrieval of relevant literature and an introduction to a research area for the upcoming independent work. The course includes advanced knowledge in methodology, problem formulation, sampling methods, data collection methods and processing and analysis of data and scientific, theoretical and methodological reasoning. An independent project is also included.

Term 11 and 12 - Sociology, G2E level, 30 credits

The course consist of elaborations of earlier theory and methodology knowledge and focuses on sociological analysis. The course focuses on reading and interpretation of a number of sociological texts and their applications. A deepening of the relationship between problem, theory and empiricism is made, partly through a smaller field work. An degree project of a scientific nature, of 15 credits, is included.

### **Community Contacts**

The students are already included in the work life, but guest speakers from the professional life as well as scientists engaged in leadership and organization are invited from other universities. Several of the students also do various examination assignments at their own workplace.

### **Studies Abroad**

Opportunities to study abroad are possible after consultation with the programme coordinator.

### **Scope of Programme**

The programme provides knowledge and application of discrimination legislation, working environment law, and other labour laws relevant to sustainable development, gender and diversity. The programme also provides knowledge of sustainable organizations, sustainable management, sustainable employees, health and health promotion. In addition, the programme provides tools for skills development efforts and quality work in order to create sustainable working. The programme also provides tools to analyse and evaluate efforts in this area.

Throughout the programme a comparative perspective on working in a broad sense and especially in leadership and organization, is to be considered. When students are working in various organizations, it may provide opportunity for exchange of experience in the framework of the programme, they face different perspectives and experiences, thus helping to develop their own approach to management and organization.

The international dimension is provided for mainly in the form of guest lecturers from other countries and through literature in English, Danish and Norwegian. Furthermore, cooperation with the University of Østfold, Halden, Norway, whit both research and educational cooperation, exist.

### **Quality Development**

Written evaluations are performed after each course. Compilations of the evaluations are then placed on each course forum. Each yearly course is followed up during the spring semester, with an oral evaluation, including proposals to modify the content, and pedagogical and technological development are also discussed. Compilations of the course and program evaluations are filed by the School of Social Sciences.

## **Degree Certificate**

After completed studies in accordance with the objectives specified by the Higher Education Ordinance and the Linnaeus University Degree Ordinance, the student can apply for a degree certificate. Those having completed the Management and Organization Programme 180 credits can receive the following degree:

Bachelor of Science with specialization in Management and Organization  
(Main field of study: Sociology)

The diploma is bilingual (Swedish / English). The degree certificate comes with a Diploma Supplement (English).

## **Other Information**

Since this is a distance program and all activities, except for the mandatory meetings, are conducted via various websites, access to a computer with at least 1 (one) GB free hard disk space is required. The computer also needs to be equipped with headset and access to the internet.

The students finances the costs that arise in connection with the mandatory meetings (travel, lodging and food).