

FLORIDA STATE COLLEGE AT JACKSONVILLE

COLLEGE CREDIT COURSE OUTLINE

COURSE NUMBER: ETI 2781

COURSE TITLE: Industrial Supervision

PREREQUISITE(S): None

COREQUISITE(S): None

CREDIT HOURS: 3

CONTACT HOURS/WEEK: 3

CONTACT HOUR BREAKDOWN:

 Lecture/Discussion: 3

 Laboratory:

 Other _____:

FACULTY WORKLOAD POINTS: 3

STANDARDIZED CLASS SIZE
ALLOCATION: 30

CATALOG COURSE DESCRIPTION:

The purpose of this course is to prepare the student for a role in the world of work as the student assumes responsibilities leading toward supervisory positions and management.

SUGGESTED TEXT(S): Supervision Today, 3rd Edition Stephen P. Robbins & David A. DeCenzo Prentice Hall Publishers, 2001

IMPLEMENTATION DATE: January 14, 1985

REVIEW OR MODIFICATION DATE: Fall Term, 2002 (20031)

COURSE TOPICS	CONTACT HOURS <u>PER TOPIC</u>
I. Unit I	13
A. Supervisory Management (7)	
1. The Supervisory Management Job	
2. People and Individual Motivation	
3. Work Group Behavior	
4. Conflict and Cooperation	
5. Arts of Leadership	
6. Supervision	
B. The Basic Functions of the Supervisor (6)	
1. Planning and Decision Making	
2. Organizing	
3. Directing	
4. Controlling	
II. Unit II	13
A. Leadership and Motivation	
1. Three Styles of Leadership (4)	
2. Theories of Motivation (4)	
3. Communicating with Employees (5)	
III. Unit III	14
A. The Basis for Effective Supervision	
1. Trust and Confidence Approach (2)	
2. Worker Attitude and Productivity (2)	
3. Methods and Techniques (2)	
4. The Supervisor and the Union (2)	
5. The Supervisor's Responsibility for Safety and Health (4)	
IV. Unit IV - Test and Examinations	5

PROGRAM TITLE: Civil Engineering Technology

COURSE TITLE: Industrial Supervision

CIP NUMBER: 0715.020101

LIST PERFORMANCE STANDARDS ADDRESSED:

NUMBER(S): TITLES(S):

07.0 USE PRACTICAL CONCEPTS STUDIED IN HUMAN RELATIONS TO ON-THE-JOB APPLICATION IN BUSINESS AND INDUSTRY--The student will be able to:

- 07.01 Adapt learnings to job situations.
- 07.02 Recognize lines of authority from organizational charts.
- 07.03 Modify language to work situations.

14.0 SOLVE ENGINEERING GRAPHICS PROBLEMS USING STANDARD TECHNIQUES AND REFERENCE MATERIALS--The student will be able to:

- 14.03 Use Public Works Manuals.
- 14.04 Use TR-55 Urban hydrology for small watersheds.
- 14.05 Use manual of standard practice for detailing reinforced concrete structure (ACI 315-74) and others.
- 14.06 Use county soil survey by soil conservation service - USDA.
- 14.11 Use Highway Engineering, (John Wiley & Sons) Clarkson H. Oglesby - latest edition.