

Take Simpson College classes at the Adel Public Library!

MANAGEMENT CONCEPTS • 1 CREDIT

August 24 - October 5, 2009 (no class Sept. 7)
Mondays 6:00 - 8:00 p.m.

Aug. 24 Introduction: Four Functions of Management, History of Management, Environments, Ethics

Aug. 31 Planning: Decision Making, Strategy, Change

Sept. 7 No Class – Holiday

Sept. 14 Organizing: Designing Organizations

Sept. 21 Organizing Con't: Managing Teams, Managing Individuals

Sept. 28 Leading: Motivation, Leadership

Oct. 5 Controlling: Managing Information, Communication

Tuition: \$275/credit or \$175/non-credit

Discounts:

- \$50 scholarships available through the Adel Partners Chamber of Commerce. Call Julie Bailey at 515-993-5472 for more information.
- Businesses sending two or more employees receive a \$50 discount per student. Call Amy Day at 515-223-8842 to receive multiple employee discount.

One discount per student.

SIMPSON COLLEGE

SIMPSON



in Adel

Evening, Weekend &
Graduate Programs

**REGISTER BY
AUG. 17!**

To register or receive more
information, call Amy at 515-
223-8842.

www.simpson.edu/adel