

Dakota County Technical College

SMGT 1415: How to Delegate Effectively

A. COURSE DESCRIPTION

Credits: 1

Lecture Hours/Week: 1

Lab Hours/Week: *.*

OJT Hours/Week: *.*

Prerequisites: None

Corequisites: None

MnTC Goals: None

How to Delegate Effectively is a key component of a supervisor/leaders success. Learn how to identify tasks that can be delegated and how to identify who in your organization is suited for that task. Overcome barriers to effective delegation. Develop a support system for the monitoring of the employee and the task.

B. COURSE EFFECTIVE DATES: 01/07/2002 - Present

C. OUTLINE OF MAJOR CONTENT AREAS

None

D. LEARNING OUTCOMES (General)

None

E. Minnesota Transfer Curriculum Goal Area(s) and Competencies

None

F. LEARNER OUTCOMES ASSESSMENT

As noted on course syllabus

G. SPECIAL INFORMATION

None noted