

# 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