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| Course Title | **Leadership and Administration**  |
| Course Code | MANS-333 |
| Course Type | Required |
| Level | 1st Cycle |
| Year / Semester | 3rd Year, Fall Semester |
| Teacher’s Name |  |
| ECTS | 2 | Theory | Laboratory | Simulation | Tutorial |
| 2 | ---- | ---- | ---- |
| Course Purpose and Objectives | The main objectives of the course are to:* present the basic theories of Leadership and Administration
* exhibit the adjustment of the above theories to the ship environment
* explain the importance of the leader’s decisions in crisis periods
* introduce work load and duties management techniques
* discuss the relation between the above theories and real life experience
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| Learning Outcomes | After completion of the course students are expected to be able to: * comprehend the basic theories of Leadership and Administration
* modify the above theories to the ship environment
* efficiently operate under pressure during an unexpected crisis
* effectively implement duties and work load management on board
* take advantage of the accumulated managing and training experience on board
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| Prerequisites | None | Required | None |
| Course Content | * Leadership – Administration: introduction - definitions
* Leadership and teamwork
* Practical knowledge of managing and training on board
* Duties and work load management
* Effective resource management
* Efficient communication practices among crew members
* Leadership and administration in the ship’s environment
* Leadership’s and administration’s legal frame
* Practice, self-assessment and dialogue
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| Teaching Methodology | Lectures, in-class assignments, sound and video equipment, computer, projector |
| Bibliography | * + - 1. **Required Textbooks/Reading:**

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| --- | --- | --- | --- | --- |
| **Authors** | **Title** | **Publisher** | **Year** | **ISBN** |
| Theotokas, I., Harlaftis, T.  | Leadership in world shipping | Macmillan  | 2009 | 9780230576421 |

* + - 1. **Recommended Textbooks/Reading:**

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| --- | --- | --- | --- | --- |
| **Authors** | **Title** | **Publisher** | **Year** | **ISBN** |
| Bryman, A. | Leadership and organizations | Routledge | 1986 | 978-0-415-65793-8 |
| Northouse, P.  | Leadership theory and practice | Sage publications | 2012 | 1452203407 |

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| Assessment | Homework, in-class assignments, projects, exams, final exam. |
| Language | English  |