



NATIONAL OPEN UNIVERSITY OF NIGERIA

SCHOOL OF MANAGEMENT SCIENCES

COURSE CODE: MBA 888

COURSE TITLE: GRADUATE SEMINAR IN BUSINESS ADMINISTRATION

MBA 888:GRADUATE SEMINAR IN BUSINESS ADMINISTRATION

GUIDE

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INTRODUCTION

Graduate Seminar in Business Administration is a 3 credit unit course for MBA students.

Each student will present a paper on a topic chosen from those given. Each student will present his/her work within the time stipulated by a panel of facilitators. After each student has presented, marks would be awarded to them by facilitators. The seminar presentation will be conducted in a conducive environment.

OBJECTIVES OF THE SEMINAR

At the end of the seminar, students are expected to:

1.

Be familiar with the basic issues in the functional areas of Business Administration.

2.

be Able to address practical issues and problem areas in management.

3.

Present a written seminar paper on any issue concerning small business management.

4.

Be able to defend seminar presentations.

5.

Develop skills in writing and presenting academic papers.

SEMINAR PAPER OUTLINE

Seminar papers are expected to cover the following areas:

1.

Introduction/ background of the topic.

2.

Problem identification.

3.

Objectives of seminar inquiring.

4.

Literature review on the topic.

5.

Analysis of the information based on the objectives.

6.

Report of findings.

7.

Conclusions and Recommendations.

8. References.

AREAS FROM WHICH STUDENTS CAN CHOOSE A TOPIC

These are the areas in which students can generate their presentation topics from:

1. Human Resource Management
2. Marketing
3. Finance and Banking
4. information technology

SEMINAR PRESENTATION GUIDE

The seminar presentations will take place at the end of the course. Each student will present a paper on an approved topic in the presence of some facilitators.

Each presentation will last 15 minutes- 10 minutes for seminar presentation and 5 minutes for questions from the audience. The seminar presentations will be in a conference like environment.

PREPARATION OF SEMINAR

The seminar presentation will be done on PowerPoint. Occasionally the use of blackboards or whiteboards can be allowed.

Students are expected to gather all materials necessary for the presentation on time. Electronic devices like laptops, projectors etc., should be in good working conditions at the time of each presentation.

