



Managing Remote Teams Undergraduate Course Information Guide

Course Number: BADM 230, 2 credits, 5 Weeks
Delivery Formats: Online Async

<u>Learning Outcomes</u>	<u>Learning Strategies and Resources</u>	<u>Learning Deliverables</u>
<u>Assessment/Grading</u>	<u>Course Schedule</u>	<u>Policies/PLA Credit</u>

Course Description

Before COVID made remote working common, corporations were examining how remote working strategies and logistics could be used to build cross functional remote teams in a creative way. Many employers were forced with an immediate need to move to remote working after Covid, and are now challenged with how to manage this new type of workforce. This course will explore the challenges and opportunities with remote working, including legal considerations, manager/supervisory best practices, communication strategies, and technology utilization. Learners will be provided with conceptual and tactical learning through text, videos, articles and deliverables that can be used in their workplace. This is an asynchronous course with optional Zoom sessions featuring special topics.

Learning Outcomes

After completing this course, you will be able to:

- Identify and describe different workforce models and current research trends
- Identify corporate and individual contributor challenges and opportunities regarding remote / hybrid work arrangements.
- Apply and foster critical thinking skills and analysis of best managerial practices and styles for remote / hybrid work arrangements and identify the impact on culture and performance.
- Identify and describe the unique needs of remote workers regarding engagement, communication, onboarding, performance management, and separation actions, and apply those unique situations through the design of a workplan.
- Understand and analyze current technology and employment law trends that impact remote workers.

Learning Strategies and Resources

This course will use text, videos, supplemental articles, and in class activities to explore remote work development, facilitation and maintenance.

Required Readings

Books and learning materials are available at the DePaul bookstore, at <http://depaul-loop.bncollege.com>, or through alternative sources.

Burkus, David, (2021), The essential guide to managing remote teams, Houghton, Mifflin, Harcourt.

Additional readings may be available on Electronic Reserve, at the [DePaul Library](#). Login to Ares Course Reserves and select the course. Log in using your Campus Connect User ID and password. You will then get a page listing the courses in which you're enrolled that have readings posted in Ares. Click on the title of this course and the list of our electronic reserve readings will be displayed.

Learning Deliverables

Weekly Discussion Posts

Weekly Assignments

Final Manager Toolkit

Extra Credit/Optional assignments

[Back to Top](#)

Assessment of Student Learning

Distribution of Grade Points

Graded Assignments	Percentage of Final Grade
Online Discussions	54%
Weekly Papers	16%
Final Paper	30%

Grading Scale

A = 95 to 100	A- = 91 to 94	B+ = 88 to 90
---------------	---------------	---------------

B = 85 to 87	B- = 81 to 84	C+ = 77 to 80
C = 73 to 76	C- = 69 to 72	D+ = 65 to 68
D = 61 to 64	F = 60 or below	INC

[Back to Top](#)

Course Schedule

Week and Module Title or Theme	Readings / Activities	Graded Assignments
Week 1, Module 1: Expectations and Assumptions and experiences related to remote work	Remote Work Models and Current Research Textbook, Chapter 1 Posted Articles	Discussion Posts Assignment: Paper on challenges/opportunities based on research
Week 2, Module 2: Approaches to assessing and diagnosing current culture	Remote Work: Impact on Culture and Productivity Textbook, Chapters 2 and 9 Posted Articles	Discussion Posts Assignment: Case Study - Git Labs
Week 3, Module 3: Communication and engagement strategies	Remote Work: Intentional Communication and Engagement Strategies Textbook, Chapters 4-7 Posted Articles	Discussion Posts Assignment: Intentional Communication and Engagement Plan (Remote Workplace Toolkit)
Week 4, Module 4:	Remote Work: Hiring/Onboarding, Performance Management and Separation	Discussion Posts Assignment: Designing a "Defining Expectations" plan for remote workers

Best practices for onboarding remote workers	Textbook, Chapters 3, 8 and 9 Posted Articles	(Remote Workplace Toolkit)
Week 5, Module 5: New technologies for remote work engagement	Remote Work: Special Topics / Technology and Employment Law Articles on Readings/Media	Discussion Posts Assignment: Remote Worker Agreement (Remote Workplace Toolkit) Assignment: Final Revisions and Submissions of Remote Workplace Toolkit

[Back to Top](#)

Course Policies

For access to all SCPS and DePaul University academic policies, refer to the following links:

[SCPS Student Resources Website](#)

[DePaul Student Handbook](#)

Course Syllabus

The official syllabus for this course that includes course dates, instructor information and quarter specific details will be provided by the course instructor by the start of the course and available on the course D2L website.

Course Registration

To find out when this course will be offered next, you can go to the [SCPS Registration website](#) for details on how to register for the course.

For information on how this course can apply to your program, contact your academic advisor.

School of Continuing and Professional Studies

Suite 1400, Daley Building, 14 E. Jackson Blvd., Chicago

Website: <https://scps.depaul.edu/>

Office hours: 9:00 am - 5:00 pm, Monday-Friday.

Telephone: 312-362-8001. General Email: scps@depaul.edu

For Advising Assistance, call (312) 362-5445 or email scpsadvising@depaul.edu

This document was updated 8-15-26.

[Back to Top](#)