

Programme..Master of Commerce (MCom)

MCM5005 MANAGEMENT CONCEPTS AND ORGANISATIONAL BEHAVIOR

Course Code	MCM5005	Semester	I
Course Title	MANAGEMENT CONCEPTS AND ORGANISATIONAL BEHAVIOR		
Credits	3	Type	ELECTIVE

This course shall have 3 lecture hours, 2 practicals, 1 tutorial.

This is a Skill based, employability based course.

Course Objective

Aims to improve students understanding of human behavior in organization and the ability to lead people to achieve more effectively toward increased organizational performance.

Learning Objectives

- To understand the nature of management and identify and describe the functions of management.
- To enable the students to describe how people behave under different conditions and understand why people behave as they do.
- To provide an understanding of how organizations can be managed more effectively and at the same time enhance the quality of employees worklife.
- To provide a comprehensive analysis of individual and group behaviour in organization.
- To help the students to develop cognizance of the importance of human behaviour.

Course Structure

UNIT I

Management: Definition – Nature – Scope and Functions – Evolution of Management thought – Contributions of F.W Taylor, Henri Fayol, Elton Mayo, Roethlisberger, H.A. Simon and Peter F. Drucker- Approaches to the Study of Management-Universality of Management - Relevance of management to different types of organization – MBO and MBE-Functions of management-Planning-Organizing-Staffing – Directing-Motivation-Communication- Coordination and Controlling. Steps in Planning Process - Scope and Limitations - Short Range and Long Range Planning - Flexibility in Planning –Characteristics of a sound Plan, Delegation of Authority and Decentralisation - Interdepartmental Coordination – Emerging Trends in Corporate Structure,Strategy and Culture-Impact of Technology on Organisational design - Mechanistic vs Adoptive Structures - Formal and Informal Organisation. -Relevant One or Two Case Studies

UNIT II

Organizational Behavior: Meaning – Elements – Need and importance – Approaches – Models – Levels – Nature and scope – Frame work- Individual Behavior: Individual differences – Personality: Meaning – Personality factors – Learning: Components of learning process – Learning theories – Values: Significance and Types- Attitudes: Components – Formation – Perception: Perceptual Process-Emotions - Emotional Intelligence.

UNIT III:

Group Dynamics & Organizational DynamicsGroup:Definition–Reasons-Types – Formation and Development process –Group Cohesiveness: Meaning – Advantages – Group Conflict: Meaning, Reasons –

Programme..Master of Commerce (MCom)

Management of group conflicts - Organizational Design – Determinants – Forms – Organizational Effectiveness- Organisational Communication – Gender and cross-cultural issues - Approaches – Factors contributing effectiveness –Organizational Climate: Meaning – Factors influencing climate – Implications on organizational behavior – Organizational Change: Meaning – Nature – Causes of change – Resistance to change – Management of change .Leadership-Styles-Approaches-Power and Politics-Organisational Structure.

UNIT IV:

Organisational Culture, Organisational Development and Stress Management: Concept and determinants of organisational culture, creating sustaining and changing organisational culture.Managing misbehavior at work-Aggression and Violence, Sexual abuse, Substance abuse, Cyberslacking. Organisational Development- concept, values, and intervention techniques; Appreciative Inquiry.

Practicals

- Prepare a record of various trends in corporate culture in the IT sector.
- Evaluate the strategic approaches in formal and informal organisations in an industry.
- Assess and make a report of various organisational cultures that customize an organization in case of managing misbehavior at work-Aggression and Violence, Sexual abuse.
- Examine the significance of management in different contexts involving various issues of the organization.

Skills

- Students will be able to develop interpersonal and communication skill in an organization.
- Students will be able to attain decision-making skill enhancing better performance in management
- Proficient in diagnostic and analytical Skills to manage various issues.

Learning/Course Outcomes

- Able to apply the concept of organizational behavior to understand the behavior of people in the organization.
- Demonstrate the applicability of analyzing the complexities associated with management of individual behavior in the organization.
- Understand individual behavior in organizations including diversity, attitudes, job satisfaction, emotions, moods, personality, values, perception, decision making, and motivational theories.
- Understand group behavior in organizations including communication, leadership, power and politics, conflicts, and negotiations.
- Enhance critical thinking and analysis skills through the use of management case studies and small group exercises.
- Strengthen research, writing and presentations skills.
- Understand the skills required at each level of management
- Understand individual behavior in organizations, including diversity, attitudes, job satisfaction, emotions, moods, personality, values, perception, decision making, and motivational theories.
- Understand group behavior in organizations, including communication, leadership, power and politics, conflict, and negotiations.
- Understand the organizational system, including organizational structures, culture, human resources, and change

Programme..Master of Commerce (MCom)

Books for Reference

1. Anil Bhatt & Arya Kumar, Management: Principles, Processes and Practices.
2. Judith R. (2001), Gordon, *Organizational Behavior: A Diagnostic*, Prentice Hall,.
3. K. Aswathappa (2010), *Organizational Behavior*, Himalaya Publishing, Mumbai,
4. Keith Davis (2010), *Organizational Behavior: Human Behavior at Work*, McGraw Hill,
5. Luthans, Fred, *Organizational Behaviour*, McGraw-Hill, New York.
6. Pareek, U. and Khanna, S., *Understanding Organizational Behaviour*, Oxford University Press
7. Peter F. Drucker (2008), *Management*.
8. Richard L. Daft, *Management*, Thomson South-Western.
9. Ricky W. Griffin and Gregory Moorhead (2011), *Organizational Behavior: Managing People and Organizations*, Cengage Learning.
10. Robbins & Coulter, *Management*, Prentice Hall of India. New Delhi.
11. Satya Raju, *Management- Text & cases*, PHI, New Delhi.
12. Sekaran, Uma, *Organisational Behaviour: Text and Cases*, Tata McGraw-Hill Publishing Co. Ltd.
13. Stephen P. Robbins and Timothy A Judge (2016), *Organizational Behavior*, 17e, Pearson.
14. Terrance R. Motchell, *People in Organization An Introduction to Organisational Behaviour*, McGraw Hill, New York