

MCM5006 PRINCIPLES OF MANAGEMENT

Course Code	MCM5006	Semester	I
Course Title	<i>PRINCIPLES OF MANAGEMENT</i>		
Credits	3	Type	NON-COMMERCE

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

This is a Skill based, employability based course.

Course Objective

The objective of the course is to provide an understanding of basic concepts, principles and practices of management. The aim is to inculcate the ability to apply multifunctional approach to organizational objective.

Learning Objectives

- Discuss and communicate the management evolution and how it will affect future managers.
- Identify and evaluate the process of management's four functions: planning, organizing, leading, and controlling.
- Evaluate various leadership styles and anticipate the consequences of each leadership style.
- To help the students to develop cognizance of the importance of management principles.
- To develop ability to critically analyze and evaluate a variety of management practices in the contemporary context.
- To understand and apply a variety of management and organizational theories in practice
- To be able to critically reflect on ethical theories and social responsibility ideologies to create sustainable organisations.

Course Structure

UNIT I:

Management: Definition – Nature – Scope and Functions – Evolution of different Schools of Management Thought- Functions of a manager- Recent trends & new perspectives in Management: strategic alliances – Core Competence – Business process reengineering – Total quality management- Sustainability management.

UNIT II:

Planning and Decision Making: Managerial Functions: Planning – Concept, nature, significance, Planning Premises – components of planning – types and Process of Planning - Decision Making – Types of Decisions – Decision Making Process Under conditions of certainty and uncertainty, Limitations of decision making, MBO, Creative process and innovation.

UNIT III:

Organizing – Nature –Purpose and Kinds of Organization- Organization Structure – PrinciplesandTheoriesofOrganization–EffectiveOrganizing,OrganizationalStructures,Formal and Informal Organizations, Staffing- Gender parity in staffing- Departmentalization-Line and Staff Functions – Authority andResponsibility–CentralizationandDecentralization– DelegationofAuthority–Committees -Informal organization – Span of Control.

UNIT IV:

Directing: Principles of direction- Importance – Techniques- Motivation – Importance – Processofmotivation;Theoriesofmotivation-Maslow,Herzberg,McClelland,Vroom,Porter and Lawler, Job Satisfaction. Leadership: Concept- Leadership styles - Leadership Behaviour Theories - Co- ordination and Controlling: Co-ordination – Meaning – Need – Techniques. Controlling– Objectives –TypesofControl-ProcessofControl–TechniquesofControl,Overall controls and preventive controls, Globalcontrolling.

Practicals

- Prepare a record on TQM pre and post analysis of corporate hospitals.
- Using the theory of motivation analyse the job satisfaction level of Education sector.

Skills

- Students will be able to recognize the core competence and management efficiency of an organization.
- Students will be able to assess delegation and decentralization and its importance in management.
- Students develop knowledge in trends and perspectives of management.

Learning/Course Outcomes

- Have developed a working knowledge of fundamental terminology and frameworks in the four functions of management: Planning, Organizing, Leading andControlling.
- Demonstrate the roles, skills and functions ofmanagement.
- Describe common organizational structures and their advantages anddisadvantages.
- Identify the importance of communication in efficientmanagement.
- The student would be able to manage people andorganizations.
- The student would be able to plan and make decisions for theorganizations.
- The student would be able to critically analyze and evaluate management theories and practices.

Books for Reference

1. Harold Koontz , Essentials of Management, Tata Mc-Graw Hill, NewDelhi
2. Koontz, Harold, Cyril O'Donnell, and, Hein Wehrich,, Management, Tata Mc-Graw – Hill, NewDelhi.
3. VSP Raoand V. Hari Krishna, "Management' Excel Publishers, NewDelhi.–
4. Kumkum Mukerjee, ,'Principles of Management and Organizational Behavior' Vijay Nicole

Publishers, Chennai.

5. Stephen P. Robbins, Marg Coulter NeharisaVohra (2010), Management, Pearson Education, New Delhi.
6. L.M Prasad, Principles of Management, Sultan Chand & Sons, NewDelhi.
7. P C Tripathi, P N Reddy: Principles of Management: McGrawHill.
8. Neeru Vasishth, Vibhuti Vasishth: Principles of Management,Text and Cases:Taxmann.
9. J S Chandan, Principles of Management, VIKAS .
10. R K Sharma, Shashi K Gupta, Rahul Sharma: Principles of Management: Kalyani Publications.
11. . Griffin, Management Principles and Applications, CengageLearning
12. Heinz Weirich, Mark V Cannice and Harold Koontz, Management: aGlobal, Innovative and Entrepreneurial Perspective, McGraw HillEducation.
13. Peter F Drucker, The Practice of Management, McGraw Hill, NewYork
- 14.Robbins and Coulter (2016), Management, PearsonEducation