

S. No	Course Code	Course Name	Course Type	Cd	L	T	P	Marks		
								Sessional	Final Exam	Total
2	MBA- 102	Principles of Management	Core	4	4	0	0	30	70	100

COURSE OUTCOMES

At the end of the course the student will be able to: -	
CO1	Understand different management thoughts and approaches.
CO2	Demonstrate the different levels of planning and decision-making techniques.
CO3	Analyze different types of organizational structures.
CO4	Articulate the different processes in staffing.
CO5	Comprehend the elements of direction and control for achieving organizational objectives.

Detailed Syllabus Section A

Unit-I

Nature, Purpose, and Evolution of Management Thought: Management: Concept, Management: Art and Science, Management as a Profession, Management Vs. Administration, Management process, Managerial roles & skills, Levels of management, Ethical and best practices in management. Taylor and Scientific Management, Fayol's Administrative Management, Bureaucracy, Hawthorne Experiments and Human Relations, Social System Approach, Decision Theory Approach.

(11 hours)

Unit-II

Planning: Types of Plans; Steps in Planning Process; Strategies, level of Strategies, Policies, and Planning; Decision making, Process of Decision Making, Techniques in Decision Making, Management by Objectives (MBO).

(9 hours)

Unit-III

Organizing: Organizational structure and design; types of organizational structures; Span of control, authority, delegation, decentralization, social responsibility of managers.

(9 hours)

Section B

Unit-IV

Staffing: Concept and Importance of Staffing, Human resource planning, Recruitment, selection, training & development, performance appraisal, Organizational Change- Concept, Techniques for Initiating Change, Resistance to Change.

(10 hours)

Unit-V

Directing and Controlling: Direction as a management process: it's significance and main elements; Coordination- it's importance and techniques; Communication- concept, types, communication network, barriers to effective communication; Organizational control- concept, control process, techniques of control.

(9 hours)

Textbooks

S. No	Name of the Books	Name of Author	Publisher Name	Edition (Pub. Yr.)
1.	Essentials of Management	Koontz, Weihrich	Tata McGraw Hill	11 th (2020)
2.	The New Era of Management	Daft, R. L.	Cengage Publications.	11 th (2014)
3.	Principles of Management: An Analysis of Managerial Functions	Koontz, Donnell	Tata McGraw Hills	5 th (1972)

Reference Books

S. No	Name of the Books	Name of the Author	Publisher Name	Edition (Pub. Yr.)
1.	Principles of Management.	Tripathi P.C & Reddy, P. N	Tata Mc Graw Hill	7 th (2021)
2.	Management	Stoner, J.F. & Gilbert, D. R.	Pearson Publications	6 th (2018)