

## Course: Principles of Management

**Course Code:** noc20-mg58

**Session:** 2019-20

**Duration:** 12 Weeks

**Assessment procedures:** Weekly Assignment (25%) + proctored certification Exam (75%)

### Curriculum of the Course:

**Week 1:** Management: Definition, nature, purpose and scope of management, Skills and roles of a manager, functions, principles; Evolution of Management Thought, Scientific Management.

**Week 2:** Planning: Types of plans, planning process, Characteristics of planning, Traditional objective setting, Strategic Management, premising and forecasting

**Week 3:** Decision-Making: Process, Simon's model of decision making, creative problem solving, group decision making.

**Week 4:** Management by Objectives: Management by exception; Styles of management: (American, Japanese and Indian), McKinsey's 7-S Approach, Self-Management

**Week 5:** Organizing: Organizational design and structure, Coordination, differentiation, and integration.

**Week 6:** Span of management, centralization and de-centralization Delegation, Authority & power - concept & distinction, Line and staff organizations

**Week 7:** Staffing: Human Resource Management and Selection, Performance appraisal and Career strategy, Coordination- Concepts, issues and techniques

**Week 8:** Organizational Change: Introduction, Resistance to Change, Behavioural Reactions to Change, Approaches or Models to Managing Organisational Change.

**Week 9:** Organizational Change: Introduction, Resistance to Change, Behavioural Reactions to Change, Approaches or Models to Managing Organisational Change.

**Week 10:** Leading: Human Factors and Motivation, Leadership, Communication, Teams and Teamwork

**Week 11:** Leading: Human Factors and Motivation, Leadership, Communication, Teams and Teamwork

**Week 12:** Controlling: Concept, planning-control relationship, process of control, Types of Control, Control Techniques Characteristics of team

### List of students enrolled

| S. No. | Name of Student  |
|--------|------------------|
| 1      | Shekhar Sharma   |
| 2      | Ayush Khandelwal |
| 3      | Nikhil Bhatia    |
| 4      | Priyansh Indoria |
| 5      | Puneet Kumawat   |

|    |                     |
|----|---------------------|
| 6  | Rajkumar Gangwar    |
| 7  | Rajat Sharma        |
| 8  | Rishabh Shrivastava |
| 9  | Roshan Nama         |
| 10 | Sarthak Agarwal     |
| 11 | Yogendra Singh      |
| 12 | Akshay Verma        |
| 13 | Vikash Saini        |
| 14 | Vikas Kumar Tank    |