23MGMDL101: PRINCIPLES OF MANAGEMENT
Offered to : B.Sc.HONS (M,P,C,S,E,B,Z)
SEMESTER I   **30 Hours**   **Credits: 2**
Course Type: Multidisciplinary-Foundation

Objective: The main objective of this course is to provide the student basic knowledge about the functionality and the intricacies involved in Management of an organization.

Unit – I:
Definition of Management, Functions of Management, Principles of Management, Levels of Management, Business Strategy-SWOT Analysis.

Unit – II:
Purpose of Planning, Planning Process, Types of Plans, Objectives, Managing by Objectives (MBO); Organizing; Organization Structure, Formal and Informal Organization, Decision Making Process.

Unit – III:
Directing, Motivation, Motivation Theories, Leadership Styles, Leadership Theories, Controlling, Process of Controlling, Types of Control-Budgetary and Non-Budgetary, Control Techniques, Cost Control, Purchase Control, Maintenance Control, QualityControl.

Text Book:
1. Sharma, Principles of Management, Kalyani Publishers, Hyderabad.

References:
1. Koontz, H. and Weihrich H, Management, McGraw Hill.
2. Stoner, J etc., Management, Pearson Education.
3. Charles.W.L. Hill& Steven.L. McShane, Principles of Management, McGraw Hill Education India Pvt. Ltd., Secunderabad.

Model Question Paper

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Max. Marks: 35   **SEMESTER-I**   **Max. Time: 120 Min.**
Pass Minimum 14

Section-A (15 Marks)

Answer any THREE of the following: **3X5=15M**

1. Define the term planning and explain its purpose.

2. Discuss various types of plans.

3. Write the differences between formal and informal organizations.

4. Give an overview on SWOT analysis.

5. What are the steps in controlling process?

Section-B (20 Marks)

Answer any TWO of the following: **2X10=20M**

6. Describe various functions of Management.

7. Describe Fayol's principles of management.

8. Explain the steps in planning process.

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