

INTRODUCTION TO MANAGEMENT

Issues in Organisation

- People
- Organisation Itself
- Technology

Dimensions of Management

- Human Relations
- Decision Making
- Leadership
- Process

Functions of Management

- Technical
- Commercial
- Financial
- Security
- Accounting and
- Managerial

New age Categorization

- Business Development
- People Management
- Compliance

Process of Management (Fayol)

- Planning
- Organising
- Coordinating
- Directing
- Controlling

Primary Functions of Management (Gullick)

- Planning
- Organisation
- Staffing
- Directing
- Coordinating
- Reporting and
- Budgeting

Fayol's Principles of Management

- Division of Labour
- Authority
- Discipline
- Unity of Command
- Unity of Direction
- Subordination of individual interest to the common good
- Remuneration
- Centralization
- Hierarchy
- Order
- Equity
- Stability of staff
- Initiative
- Team Spirit

Modern Approaches to Management

- Quantitative School Approach
- Management Science
- Production & Operations Management Approach
- MIS Approach
- Systems Approach
- Contingency Approach

Mc. Kinsey 7S Model

- Strategy
- Structure
- Systems
- Staff
- Style
- Shared Vision
- Skill