

Name of the Programme : MBA (Financial Services)
Course Code : MGF-500
Course Title : Essentials of Management
Number of Credits : 3
Effective from AY : 2022-23

Pre-requisites for the Course:	NIL	
Course Objectives:	To contextualize theory on management functions, helping enhancement of skills required for efficient management of business organization	
Content:	<p>Unit 1 Introduction and Planning <i>Management Yesterday and Today:</i> Scientific management, General administrative theorists, Quantitative approach to management, systems approach and contingency approach, <i>Social Responsibility and economic performance:</i> Managerial Ethics. <i>Foundations of Planning:</i> Establishing goals and developing plans, Strategic Management, Decision Making, Planning tools and techniques.</p> <p>Unit 2 Organizing <i>Organizational structure and design:</i> Authority, Decentralization, <i>Communication and information technology:</i> Managerial communication, organizational communication, <i>Human Resource Management:</i> HR planning, HRM process, employee performance management, <i>Managing change and innovation:</i> forces for change, managing change.</p> <p>Unit 3 Leading <i>Leadership:</i> Managers Vs Leaders, early leadership theories, contingency theories of leadership <i>Understanding groups and teams:</i> Understanding group behaviour, turning groups into effective teams, <i>Motivating employees:</i> Motivation, early theories of motivation, and contemporary theories of motivation.</p> <p>Unit 4 Controlling <i>Foundations of Controlling:</i> Control process, controlling for organizational performance, tools for controlling organizational performance, <i>Operations and value chain management:</i> Operations Management, value chain management, current issues in operations management, <i>Other functional areas of management:</i> Marketing Management, Financial Management.</p>	<p>15 Hours</p> <p>10 Hours</p> <p>10 Hours</p> <p>10 Hours</p>
Pedagogy:	Interactive Lectures/Discussions/ presentations/case study/ individual or group projects/ assignments/Class activities or a combination of some of these. The sessions shall be interactive to enable peer group learning	
References/ Readings:	<ol style="list-style-type: none"> 1. Koontz H. and Weihrich H. (2020). <i>Essentials of Management</i>. McGraw Hill. 2. Koontz, Harold. (2015). <i>Management</i>, New York McGraw-Hill Book Company. 3. Stoner, J., Freeman, R. and Gilbert, D. (2018). <i>Management</i>, Pearson. 4. Daft Richard L. (2003). <i>Management</i>. Thomson South Western. 	

	<p>5. Bright. (2019). <i>Principles of Management</i>. 12th Media Services.</p> <p>Reference websites:</p> <p>http://open.lib.umn.edu/principlesmanagement/</p>
Course Outcomes:	<p>Upon completion of this course, students will be able to:</p> <p>CO1. Comprehend the principles of management.</p> <p>CO2. Prepare plan for accomplishment of organizational goals.</p> <p>CO3. Recognize the importance and application of management functions</p> <p>CO4. Demonstrate managerial skills and command a better control over interactions as a manager or a leader</p>