

**Master of Business Administration
MBA Semester II
Core Course**

MGT-GE-1 Fundamentals of Management

Marks: 100

Duration: 60 Hrs.

CREDITS: 4

Objective: The objective of this course is to help the students understand fundamentals of management and familiarize the students with different functions of management.

Course Outcomes: The successful completion of this course shall enable the student to:

CO1: Develop an understanding of management functions and managerial skills

CO2: Explore the historical perspective of management and comprehend various approaches to management

CO3: Evaluate different types of plans and learn various approaches to decision making

CO4: Elaborate principles of organizing and learn the importance of staffing

CO5: Compare different leadership styles and comprehend various control techniques

Contents:

UNIT	Content	Hours
I	Introduction to Management: Meaning, Nature and Scope of Management, Importance of Management, Functions and Process of Management, Managerial Roles and Managerial Skills	10
II	Evolution of Management Thought: Early Historical Perspective, Classical Approaches to Management, Behavioral Approaches to Management, Contemporary Approaches to Management, Universality of Management Principles	10
III	Planning and Decision Making: Meaning and Importance of Planning, Process of Planning, Types of Plans, Guidelines for Effective Planning, Decision Making Process, Types of Decisions, Approaches to Decision Making, Decision Making Conditions	10
IV	Organizing and Staffing: Meaning and Importance of Organizing, Principles of Organizing, Types of Organizations, Concept of Staffing and its Significance, Sources of Recruitment, Selection Methods and Techniques	10
V	Leading and Controlling: Concept of Leadership, Leadership Styles, Theories of Leadership, Theories of Motivation and their Application, Communication: Forms, Process and Barriers, Meaning and Objectives of Control, Control Process, Types of Control, Control Techniques	10
	Small group learning exercise involving discussion, case studies role-play, presentations by students	10
	TOTAL	60

Suggested Readings:

1. Stephen P. Robbins, Mary A. Coulter David A. De Cenzo, Coastal Carolina (2020) Fundamentals of Management, 11th Edition, Pearson Publication.
2. Pravin Durai (2019) Principles of Management, First Edition, Pearson Publication.
3. J. K. Mitra (2018) Principles of Management, Oxford HED Publication.

Pedagogy:

- ICT enabled Classroom teaching
- Case study
- Practical / live assignment
- Interactive classroom discussions
- Flipped classroom

Teaching Plan:

At the beginning of each semester faculty teaching the course will provide (i) Teaching Plan, (ii) updated reading list, and (iii) the list of case studies for uploading on Department website.

Facilitating the achievement of Course Learning Outcomes

Unit No.	Course Learning Outcomes	Teaching and Learning Activity	Assessment Tasks
I	Develop an understanding of management functions and managerial skills	Lecture/Video/ Case/ Presentation/Role Play	Class participation, Presentation, Viva/test
II	Explore the historical perspective of management and comprehend various approaches to management	Lecture/Video/ Case/ Presentation/Role Play	Class participation, Presentation, Viva/test
III	Evaluate types of plans and learn different approaches to decision making	Lecture/Video/ Case/ Presentation/Role Play	Class participation, Presentation, Viva/test
IV	Evaluate different types of plans and learn various approaches to decision making	Lecture/Video/ Case/ Presentation/Role Play	Class participation, Presentation, Viva/test
V	Compare different leadership styles and comprehend various control techniques	Lecture/Video/ Case/ Presentation/Role Play	Class participation, Presentation, Viva/test