
SYLLABI-BOOK MAPPING TABLE

Principles of Management

Syllabi	Mapping in Book
<p>UNIT-I CONCEPT AND NATURE OF MANAGEMENT: Significance of Management; Meaning of Management; Changes in Management Concepts; Nature of Management; Management a Science an Art or a Profession; Functions of Management; Managerial Hierarchy; Management skills; Social Responsibilities and Ethics.</p>	<p>Unit 1: Concept and Nature of Management (Pages 3-55)</p>
<p>UNIT-II MANAGEMENT THOUGHT: Approaches to Management—Max Weber's Bureaucracy; F.W. Taylor's Scientific Management; Henri Fayol's Process and Operational Management; Human Relations Approach; Behavioral Approach; System Approach and Contingency Approach.</p>	<p>Unit 2: Management Thought (Pages 57-81)</p>
<p>UNIT-III PLANNING AND DECISION MAKING: Concept, Nature and Elements of Planning; Kinds of Plans; Levels of Planning; Various Stages (Steps) in Planning; Decision Making and Process of Rational Decision Making; Concept of Organizational Structure; Bases of Organizing; Delegation and Decentralization of Authority.</p>	<p>Unit 3: Planning and Decision Making (Pages 83-161)</p>
<p>UNIT-IV LEADING MANAGEMENT CONTROL: Meaning and Significance of Leadership; Leadership Styles; Essentials of Successful Leadership. COMMUNICATIONS: Importance and Process of Communication; Barriers to Communications and Overcoming These Barriers; Principles of Effective Communication. MOTIVATION: Definition, Motives and Motivation, Models of Motivation—Maslow's Need Hierarchy Model, McGregor's Participation Model, Herzberg's Model Vroom's Model, Alderfer's and McClelland's Models. CONTROLLING: Definition and Elements of Control Process; Kinds of Control System; Pre-Requisites of Effective Control System; An Overview of Budgetary And Non-Budgetary Control Devices.</p>	<p>Unit 4: Leading Management Control (Pages 163-192);</p> <p>Unit 5: Communication: Concepts and Principles (Pages 193-216);</p> <p>Unit 6: Motivation (Pages 217-254);</p> <p>Unit 7: Controlling (Pages 255-300)</p>
