PRINCIPLES OF MANAGEMENT

PROF. SUSMITA MUHOPADHYAY
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IIT Kharagpur

TYPE OF COURSE : New | Core | UG/PG
COURSE DURATION : 12 weeks (20 Jul' 20 - 9 Oct' 20)
EXAM DATE : 18 Oct 2020

PRE-REQUISITES : Interested Learners
INTENDED AUDIENCE : Everyone who is interested to get acquainted with the terms, concepts, and points of view used in management and its historical evolution, ethics, social responsibility and environmental issues.
INDUSTRIES APPLICABLE TO : All industry. Knowing the terms, concepts, and points of view used in management and its historical evolution, ethics, social responsibility and environmental issues is essential for smooth running of organization and proper organizational functioning.

COURSE OUTLINE :
The objective of this course is to acquaint students with the terms, concepts, and points of view used in management and its historical evolution, ethics, social responsibility and environmental issues. Also provide students with a working knowledge of the skills and functions necessary to be an effective, efficient manager.

ABOUT INSTRUCTOR :
Prof. Susmita Mukhopadhyay's areas of specialization include Human Resource Management and Industrial Psychology, Business Values and Ethics, and Organizational Behaviour with emphasis on Spirituality in Organization. A gold medalist in M.Sc., she is the recipient of the Young Scientist Award and Search of Excellence Award.

S Srinivasan, Assistant Professor, VGSOM (Ph.D. (IIT Madras))
Srinivasan is an Assistant Professor at Vinod Gupta School of Management, IIT Kharagpur. He teaches Organization Behavior and Human Resource Management. He received his Ph.D. in OB & HR from IIT Madras in 2018.

COURSE PLAN :
Week 1: Management: Definition, nature, purpose and scope of management, Skills and roles of a Manager, functions, principles; Evolution of Management Thought, Scientific Management.
Week 2: Planning: Types of plans, planning process, Characteristics of planning, Traditional objective setting, Strategic Management, premising and forecasting
Week 4: Management by Objectives: Management by exception; Styles of management: (American, Japanese and Indian), McKinsey’s 7-S Approach, Self Management
Week 5: Organizing: Organizational design and structure, Coordination, differentiation and integration.
Week 6: Span of management, centralization and de-centralization Delegation, Authority & power - concept & distinction, Line and staff organizations
Week 9: Organizational Change: Introduction, Resistance to Change, Behavioural Reactions to Change, Approaches Or Models to Managing Organisational Change
Week 10: Leading: Human Factors and Motivation, Leadership, Communication, Teams and Team Work
Week 11: Leading: Human Factors and Motivation, Leadership, Communication, Teams and Team Work
Week 12: Controlling: Concept, planning-control relationship, process of control, Types of Control, Control Techniques Characteristics of team