

**PRINCIPLES OF MANAGEMENT –EI 1**  
**Semester I (Production Engineering) SUB CODE: MEPR106-B**  
**Teaching Scheme (Credits and Hours)**

Teaching Scheme				Total Credit	Evaluation Scheme					Total Marks
L	T	P	Total		THEORY		IE	CIA	PR. / VIVO	
Hrs	Hrs	Hrs	Hrs		Hrs	Marks	Marks	Marks	Marks	
3	0	0	3	3	3	70	30	20	0	120

**LEARNING OBJECTIVES:**

The objective of this course is

- To learn various concepts related to business management.

**LESSON PLANNING**

SR.NO	CHAPTER NO	DATE/WEEK	%WEIGTAGE
1	1,2	1 <sup>st</sup> 2 <sup>nd</sup> 3 <sup>rd</sup>	20
2	3	4 <sup>th</sup> 5 <sup>th</sup> 6 <sup>th</sup>	20
3	4,5	7 <sup>th</sup> 8 <sup>th</sup> 9 <sup>th</sup>	20
4	6	10 <sup>th</sup> 11 <sup>th</sup> 12 <sup>th</sup>	20
5	7	13 <sup>th</sup> 14 <sup>th</sup> 15 <sup>th</sup>	20

**Total hours (Theory): 45, Total hours (Practical):00, Total hours: 45**

**DETAILED SYLLABUS**

Cha p No.	Topic
1	<b>Basic concepts of management:</b> Definition – Need and Scope – Different schools of management thought – Behavioral, Scientific, Systems, and Contingency
2	<b>Contribution of Management Thinkers:</b> Taylor, Fayol, Elton Mayo
3	<b>Functions of Management –</b> <b>a) Planning</b> – Concept, Nature, Importance, Steps, Limitations, Management by objectives <b>b) Organizing</b> - Concept, Nature, Importance, Principles, Centralization, Decentralization, Organization Structures- Line and Staff Authority, Functional, Product, Matrix, Geographical, Customer, New Forms of Organization – Virtual, Organizations as Networks - Types of Network Organizations/Clusters - Self-Organizing Systems. Organizational Designs for Change and Innovation - Designing Principles for New Forms of Organizations <b>c) Staffing</b> - Concept, Nature, Importance, Steps, Concept of knowledge worker. <b>d) Directing</b> – Concept, Nature, Importance. <b>e) Controlling</b> - Concept, Nature, Importance, Process of controlling, Control Techniques.
4	<b>Group Dynamics and Team Management</b> Theories of Group Formation – Formal and Informal Groups and their interaction, Importance of teams - Formation of teams – Team Work, Leading the team, Team Meeting, Conflict Management - Traditional vis-à-vis Modern view of conflict, Conflict Process - Strategies for resolving destructive conflict, Stress management, employee welfare, energy management and energy audit
5	<b>Decision making:</b> Concept, Nature, Importance, and Process. Types of decisions, Problems in decision making.
6	<b>Modern approaches to management:</b> Concept of Knowledge management, change management, technology management, supply chain management, introduction to Intellectual Property Rights (IPR) and cyber laws, process and project quality standards – six sigma, CMM, CMMI, PCMM, Impact of IT quality management systems, learning organizations

**INSTRUCTIONAL METHOD AND PEDAGOGY** (Continuous Internal Assessment (CIA) Scheme)

- At the start of course, the course delivery pattern, prerequisite of the subject will be discussed
- Lecture may be conducted with the aid of multi-media projector, black board, OHP etc. & equal weightage should be given to all units while conducting teaching & examination.
- Attendance is compulsory in lectures and Tutorial.
- Viva Voce will be conducted at the end of the semester of 30 Marks.
- One internal exam of 30 marks is conducted as a part of Mid semester evaluation.

**STUDENTS LEARNING OUTCOMES:**

At the end of the course

- The students will gain knowledge in applying the principles of management in real life problem solving.

**Basic Text Books:**

1. Essentials of Management by Koontz Tata McGraw Hill Latest Edition
2. Management Principles Process and Practices by Anil Bhat, Arya Kumar Oxford Latest Edition
3. Principles and Practices of Management by Shejwalkar and Ghanekar Tata McGraw Hill Latest Edition

**Reference Books:**

1. IT Project Management by Joseph Phillips Tata McGraw-Hill Latest Edition
2. Management-Tasks, Responsibilities and Practices by Peter Drucker Transaction Latest Edition
3. Principles of Management by R. N. Gupta S. Chand Latest Edition
4. Management by S. A. Sherlekar Himalaya Latest Edition
5. Principles of Management by T. Ramasamy Himalaya Latest Edition
6. Principles and Practice of Management by Dr. P. C. Shejwalkar, Dr. Ghanekar and Dr. Bhivapathaki Everest publishing House Latest, Latest Edition