

PRINCIPLES OF MANAGEMENT

(Common for BBA General & CA)

UNIT - I

1. Define management and explain its scope
2. Discuss about the principles of management
3. Explain about the Evolution of management thought.
4. Explain about various Management theories.
5. Is Management art or science
6. Explain the Functions of Management.

UNIT - II

1. Discuss the importance and objectives of Planning.
2. Explain about the planning process
3. Discuss about various types of planning
4. Define Decision making and explain its Process.
5. Explain various types of decision and discuss the Problems involved in decision making.

UNIT - III

1. Define organizing and its importance
2. Explain about the principles of organizing.
3. Discuss about span of management,
4. Explain about various Patterns of organization.
5. Differentiate formal and informal organizations,
6. Explain the concepts of Authority- delegation, centralization and decentralization, Responsibility – line and staff relationship;

UNIT - IV

1. Discuss about the various sources of recruitment.
2. Explain about Selection process, Training, Directing and Controlling.
3. Discuss in detail about span of control.
4. Explain about Co-ordination, its need and types and techniques of co-ordination
5. Distinction between coordination and co-operation

UNIT - V

1. Explain the concept of Total Quality management.
2. Explain the concept of Technology Management.
3. Explain the concept of Talent and Knowledge Management.
4. Explain the concept of Leadership.
5. Explain the concept of Organizational change and Development.
6. Explain the concept of Corporate Social responsibility.