

**SEMESTER 1**  
**Code: PM01C02**

**Credit-4**  
**Hrs 90**

**PRINCIPLES OF MANAGEMENT AND ORGANISATIONAL BEHAVIOUR**

**Objectives**

- *To help the students to understand the conceptual frame work of management and organizational behaviour*
- *To understand the managerial applicability of the concepts.*

**MODULE-1** Introduction, The management concept-Different schools of management thoughts- Nature and functions of management-principles of management-MBE-Corporate Social Responsibility  
(15 Hrs)

**MODULE-2** Planning and organizing-planning process-primises- forecasting-forecasting techniques-components of planning-MBO-Organisation-Design and structure-committees- Task force-Matrix Organisation-project organization-delegation of authority-span of control  
(15 Hrs)

**MODULE-3** Organisational behaviour-concepts and significance-relationship between management and OB-Models of OB-Contributing disciplines to OB-Challenges and opportunities- Transaction analysis-Johari window-Organisational development-concepts-OD Intervention-Change management-Need for change-resistance to change-Theories of change-Organisational Diagnosis.

(20 Hrs)

**MODULE-4** Groups in organization- nature- theories of group formation-stages of group development-types of groups-formal and informal groups-conflict-definition-functional and dysfunctional aspect of conflict-types of conflict-conflict process-intra individual conflict-goal conflict-interpersonal conflict-strategies of interpersonal conflict-lose lose, win

lose, win win-inter group conflict-strategies to handle inter group conflict-organizational conflict-conflict handling mechanisms.  
(25 Hrs)

**MODULE-5** Modern techniques in management-quality circle-TQM-BPR-Six sigma-kaizen-bench marking-MDP-Steps in MDP.

(15 Hrs)

#### **REFERENCE BOOKS**

1. *Human relations and organizational behaviour*, RS. Dwivedi, Macmillain publishers India limited.
2. *Management Process and OB*, Sharmma & Gupta ;Kalyani Publishers
3. *Principles of management*, T Ramaswami, Himalya Publishing House.
4. ***Management and Organizational Behaviour Essentials***, Schermerhorn
5. *Organisational behaviour*, Aswathappa, Himalaya Publishing House
6. *Organisational behaviour*, Sujanair, Himalaya Publishing House
7. *Principles of management*, BS.Moshal, Ane books private limited.
8. *Management theory and practice*, J.P.Mahajan, Ane books private limited.
9. *Organizational theory and behaviour*, BS.Moshal, Ane books private limited.
10. *Organisational Behaviour*, BS.Moshal, Ane books private limited.
11. *Principles and practice of management*, PF.Drucker.
12. *Principles of management*, LM.Prasad, Sultan Chand Co;