

JAI HIND COLLEGE AUTONOMOUS



Syllabus for T.Y.BCom

**Course : Management and
Organization
Development**

Semester : V

Credit Based Semester & Grading System

With effect from Academic Year 2018-19

List of Courses

Course: Management and Organization Development

Semester: V

SR. NO.	COURSE CODE	COURSE TITLE	NO. OF LECTURES / WEEK	NO. OF CREDITS
TYBCom				
1	CCOM502	Management and Organization Development	04	04

Semester V – Theory

Course: CCOM502	Course Title: Management & Organisational Development (Credits :4; Lectures/Week: 4)	
	<p>Objectives: 1. to provide basic conceptual and applicative knowledge about management 2. to develop the student's employability and interpersonal skills</p> <p>Outcomes: Unique methodology of teaching and learning will provide the students basic conceptual and applicable knowledge and an excellent opportunity to develop industry level skill set.</p>	
Unit I	<p>Introduction</p> <ul style="list-style-type: none"> • Management – Definition and Characteristics • Management – as Science, art and profession – Levels of management and management skills. • Significance of Indian ethos in Management. 	Lectures 9
Unit II	<p>Functions of Management</p> <ul style="list-style-type: none"> • Planning- nature, characteristics, merits, limitations, essentials of a good plan & planning process. • Decision making- techniques, essentials of sound decision making. • Organising- Definition, principles, delegation of authority & decentralization, virtual organisation, line & staff organisation, matrix organisation. 	Lectures 9
Unit III	<p>Environmental Context of Management</p> <ul style="list-style-type: none"> • Environment & culture of Organisation • Ethical & social environment • Global Environment • Multi-cultural Environment 	Lectures 13
Unit IV	<p>Managing strategy & Strategic Planning</p> <ul style="list-style-type: none"> • Nature of Strategic Management • Using SWOT analysis to formulate strategy. • Formulating business level strategy • International & Global strategy 	Lectures 14
<p>Unit III Textbook & References:</p> <ul style="list-style-type: none"> • <i>Essentials of Management by Koontz and Wehrich / McGraw Hill</i> • <i>Principles of Management by Koontz and O. Donnel/ Tata McGraw Hill, New Delhi</i> • <i>Principles of Management: Theory and practices by Sarangi S.K. VMP Publishers and Distributors.</i> 		

- *Guide to Management Ideas by Tim Hindle, The Economist*
- *Principles of Management by Terry G.R. AITBS*
- *Business Organization and Principles of Management by DuttaChowdury, Central Education*
- *Principles of Management, DaverRustoms, Crown*
- *Management by Ricky W. Griffin, 8th Edition, 2005.*
- *Management by Ricky W. Griffin, 8th Edition, 2009 (India Edition)*
- *Management: A Global Perspective by Koontz and Wehrich, 10th Edition.*

Evaluation Scheme

[A] Evaluation scheme for Theory courses

I. Semester End Examination (SEE)- 100 Marks

