

Name of the course	Introduction to Management
Course Code	111
Semester	II
Credit Hours	3
Prerequisite	-
Learning outcomes	<p>On completion of this course, the students will be able to:</p> <ol style="list-style-type: none"> 1. Understand fundamental concepts and principles of management, including the basic roles, skills, and functions of managers; 2. Get detail information about historical development, theoretical aspects and practical application of managerial process; 3. Familiar with interactions between the environment, technology, human resources, and organizations in order to achieve high performance; 4. Aware of the ethical dilemmas faced by managers and the social responsibilities of business.
Contents	<p>Unit-1 Introduction to Management and Organizations</p> <ol style="list-style-type: none"> 1.1 Who are managers? 1.2 What is management? 1.3 What do managers do? 1.4 What is an organization?

	1.5	Why study management?
Unit-2		Management yesterday and today
	2.1	Historical background of management
	2.2	Managing in the new Era
	2.3	The Internet, Globalization, Knowledge Management
Unit-3		Organizational culture and the Environment
	3.1	The manager: Omnipotent or Symbolic
	3.2	The organization's culture
	3.3	Current Organizational Culture issues facing managers
	3.4	The environment
	3.5	The decision-making process
	3.6	The manager as decision maker
	3.7	Decision making for today's world
Unit-4		Foundations of Planning
	4.1	What is planning?
	4.2	Why do managers plan?
	4.3	How do managers plan?
	4.4	Establishing goals and developing plans
Unit-5		Strategic Management
	5.1	Strategic management process
	5.2	Types of organizational strategies
	5.3	Strategic management in today's environment
Unit-6		Planning tools and techniques
	6.1	Techniques for assessing the environment
	6.2	Techniques for allocating resources
	6.3	Contemporary planning techniques
	6.4	Defining organizational structure
	6.5	Organizational design decisions
	6.6	Common organizational designs
Unit-7		Communication and Information Technology
	7.1	Understanding communication
	7.2	The process of interpersonal communication
	7.3	Organizational communication
	7.4	Understanding IT
	7.5	Communication issues in today's organizations
Unit-8		Human Resource Management
	8.1	The HRM process
	8.2	HR planning
	8.3	Employee performance management; Compensation/Benefits; Career development
	8.4	Current issues in HRM
Unit-9		Foundations of Behaviour
	9.1	Why look at individual behavior?
	9.2	Attitudes
	9.3	Personality
	9.4	Perception
	9.5	Learning

	<p>Unit-10 Motivating Employees</p> <p>10.1 What is motivation?</p> <p>10.2 Early theories of motivation</p> <p>10.3 Contemporary theories of motivation</p> <p>10.4 Current issues in motivation</p> <p>Unit-11 Leadership</p> <p>11.1 Managers versus leaders</p> <p>11.2 Early leadership theories</p> <p>11.3 Contingency theories of leadership</p> <p>11.4 Issues in 21st century</p> <p>Unit-12 Foundations of Control</p> <p>12.1 What is control and why is it important?</p> <p>12.2 The control process</p> <p>12.3 Controlling for organizational performance</p> <p>12.4 Tools for controlling organizational performance</p> <p>12.5 Contemporary issues in control</p>
Teaching & Learning Strategies	A combination of lecturing, presentations, and discussions will be used to conduct the course. Students will be expected to read extensively ahead of each class session and actively participate in discussions and practical work.
Assignment	Written assignment (10 marks), presentation (5 marks) and Quiz (10 marks)
Suggested Readings	Koontz, H. (2010). <i>Essentials of management</i> . Tata McGraw-Hill. Robbins, S. P., & Coulter, M. (2018). <i>Management</i> (15 th ed.). Pearson. Wehrich, H., & Koontz, H. (2014). <i>Management: A global perspective</i> (14 th ed.). Tata McGraw-Hill.

Assessment and Examinations

Sr. #	Elements	Weightage	Details
1	Midterm Assessment	35%	Written test (at the mid-point of the semester)
2	Formative Assessment	25%	Assignment, presentation and quiz
3	Final Assessment	40%	Written test (at the end of the semester)