

Managerial Skills (Principles of Management)

Topics covered :

1. Introduction to Management
2. Managerial Skills Planning
3. Planning Function Management by Objectives
4. Organising Function
5. Case Study Presentations Assignment Planning Case Studies Staffing Function
6. Case Study Presentations Assignment Organising Case Studies Staffing function
7. Case Study Presentations Assignment Staffing Case Studies Staffing Function
Leading Function
8. Case Study Presentations Assignment Leading Case Studies Controlling Function
9. Case Study Presentations Assignment Controlling Case Studies Controlling Function
10. Class Presentations Industry Best Practice

Reference Books:

- 1) Essentials of Management – Harold Koontz and Heinz Weihrich
- 2) Principles and Practice of Management- L M Prasad