



C. U. SHAH UNIVERSITY

Wadhwan City

FACULTY OF: - Technology and Engineering (Diploma Engineering)

DEPARTMENT OF: -

SEMESTER: -V

CODE: - 2TE05FOM1

NAME: – Fundamentals of Management

Teaching and Evaluation Scheme:-

Subject Code	Name of the Subject	Teaching Scheme (Hours)				Credits	Evaluation Scheme							
		Th	Tu	Pr	Total		Theory				Practical (Marks)			Total
							Sessional Exam		University Exam		Internal		University	
							Marks	Hrs	Marks	Hrs	Pr/Viva	TW	Pr	
2TE05FOM1	Fundamentals of Management	2	0	0	2	2	30	1.5	70	3	---	---	---	100

Objectives:

The objective of this paper is to familiarize the student with Basic Management Concepts and processes in the Organization

Prerequisite:

Requires Basic knowledge Management

Course Outline:

Sr. No.	Course Content	Hours
1	Supervisor & Supervision: Introduction, Role of Supervisor in an organization, Responsibilities of supervisor	6
2	Supervisor & Supervision: Quality of Supervisor, Skills of Supervisor, Functions of Supervisor	6
3	Introduction to Management: Nature, Scope, Importance, Limitation, Functions and Process of management, Schools of Management, Scientific management, The Behavioral Approach, The Systems approach, The contingency approach, Managerial Roles	7
4	Planning: Nature & Purpose, Objectives, Importance, Limitation and Process of Planning Organizing : Meaning, importance, Limitation, Principles of Organizing, Departmentalization, Centralization & Decentralization	7
5	Staffing : Meaning, Importance, Process of Staffing Directing: Meaning, Importance, limitation Controlling: Meaning, Importance, limitation and process	6

Learning Outcomes:

Theoretical Outcome: The students after studying this paper will get a clear understanding of various basic concepts used in Business for the Planning, Organizing, Staffing and Directing

Practical Outcome: Student have the Knowledge of Budgeting Process and have Budgetary Control over the firm

Teaching & Learning Methodology:

The following pedagogical tools will be used to teach this course:

- (A) Lectures
- (B) Case discussions
- (C) Quiz/Class Participation/Assignment, etc.

Recommended Books:

1. 'Principles of Management', Dr Neeru V shishth , Taxmann
2. 'Principles of Management', Tripathi P C and Reddy PN , Tata McGraw – Hill

E-Resources :

http://www.ct.tamus.edu/departments/syllabi/summer2012/MGMT30112B_060412.pdf

<http://www.mindtools.com/pages/article/henri-fayol.htm>