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Section : "B"

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Question # 01:

Identify source of leader power and the tactics leaders use to influence other?

Answer 01.

Power is a force of influence and authority. Most leaders wield power but how power is manifested and used often differs b/w leaders.

Leader: - A leader has an attitude that makes him different from his followers.

Leadership is the influencing process of leaders and followers to achieve organizational objectives through change.

Sources of Leader power:-

There are five sources of Leader power.

1) Expert power:-

When a leader has significant domain knowledge / skills E.g an expert accountant influences how junior accountants go about their tasks.

2) positional power:-

Comes when a leader has a legitimately held position of authority. E.g typically, the CEO of an organization has the highest positional power.

3) Reward power:-

Is evident when a leader can give or take away, a reward, E.g. a leader can influence a follower's behavior by awarding a bonus, or taking away perks.

4) coercive power:-

This is felt when a leader creates the perception of a threat, E.g. a leader has coercive power if her followers believe that she will initiate disciplinary action.

5) Personal power:-

Influence gained by persuasion. E.g. a manager may have to rely on nothing more than a friendly please and thank you for an employee to perform a task.

Question # 2

Describe and explain the importance of contingency planning, scenario building and crisis planning in today's environment.

Answer # 02.

Contingency Planning ~

contingency planning defines company responses to be taken in the case of setback, emergencies or unexpected conditions. contingency planning is most often undertaken when there is a specific threat or hazard and it is not known exactly how that threat will actually impact. In order to develop contingency plans, manager first of all identify important factors in the environment such as possible declining market, economic downturn, increase in cost of production etc. Then after this, manager forecast a range of alternative responses to the high impact contingencies focusing on the worst ~~est~~ case. This helps manager to prepare

themselves proactively for unexpected conditions.

Scenario building :-

Scenario can be described as a story which is based on the analysis and understanding of current and historic trends and events. It includes a consistent description of possible future situation. The development of sets of narrative scenarios helps to identify possible pathways towards a vision of the future.

Crisis planning :-

A crisis plan is the physical manifestation of crisis management with respect to the creation of a real document - digital or otherwise outlining a personal or organization reaction to crisis.

Question # 03.

Organizational Control : is the process of monitoring comparing and correcting work performance.

Name How (source of information) and what we measure in the process?

ANSWER : - 03.

Sources of organizational Control :

measuring : How and what we measure :

⊙ Sources of information (How) :-

- Personal observation.
- Statistical reports.
- oral reports.
- Written reports.

⊙ Control Criteria (What) :-

- Employees
 - Satisfaction.
 - Turnover
 - Absenteeism.
- Budgets
 - costs
 - output.
 - sales.

Question # 04 :-

Name various organizational sources of Resistance to change.

Answer # 04.

Various organization sources names :-

1) Inertia :-

Existing relationships, satisfaction with the status quo, laziness and busyness hinder change.

2) Indecision :-

People believe that their decisions are based on free will and having more options gives them a sense of freedom. Yet when it comes time to make a decision, people will hesitate because it means reducing their options.

3) Fear of making mistakes :-

This one goes with the previous point, as people avoid making decision, ~~people~~ to not make mistakes.

4) Lack of best parties :-

Most people are followers, so they need a "role model"

to follow. If none exists,
they won't have behavior to
copy

5) People don't care about
your product / service because
they don't like it :-

While there are ways to be
make yourself and your ideas
likeable, you can't force people
to like you or your ideas.

Just because it makes sense
doesn't mean people will care.

Question # 05.

How do teams contribute to
organizational write down the
Usefulness and common problems
in teams.?

ANSWER # 05

Teams contribute organization:-

Team and teamwork roles for
managers.

- supervisor - serving as the
applied head.

- Network facilitator - serving
as a peer leader.

- Participant - serving as a helpful contributing member of the team.
- External coach - serving a mentor or sponsor for team members.

Usefulness of teams:-

- More resources for problem solving.
- Improved creativity and innovation.
- improved quality of decision making.
- Greater commitments to tasks.
- Higher motivation through collective action.
- Better control and work discipline.
- more individual need satisfaction.

common problem in team:-

- personality conflicts.
- Differences in work style.
- Task ambiguity.
- poor readiness to work.