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Subject principle of management paper

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Q1.a. what is Management? How management can be implemented efficiently and effectively ?

1. what is Management?

A set of activities :-

Planning and decision making, organizing ,leading ,and controlling.

Planning :- technical and logically whereby managers choose goals. Identity action to attain those goals, and allocate responsibility for implementing actions to specific individuals or unit measure the success of action by comparing,

Strategy :- an action that managers take to attain the goals of an organization.

Organizing :- the process of deciding who within an organizing will perform that task , where decision will be made. Who reports to whom and how different parts of the organization will coordinate their activities to perform the organization,

Leading :- the process of motivation influence ,and direction others in the organization to work productively in goals,

Developing employees :- refers to the task of hiring, monitoring and rewarding employees in an organization,

Controlling :- the process of monitoring performance against goals, interviewing of goals are met,

How management can be implemented efficiently and effectively ?

Management can be implemented by :

Efficiently :- using resources wisely and in a cost-effective way, capable of producing desired results without wasting materials, time or energy, its called efficiently management .

And

Effectively :- making the right decisions and successfully implementing them. capable of producing a result but there is an important difference its called effectively implement management.

b. what are the three basic levels of Management? Name the important areas and personel in management?

There are tree types of levels in management top level manager middle level manager and lower level manager

Top level management manager:- long term goals: product, market, business organizing

Middle level management manager :- jobs like ceo, cfo, coo, cto ,vp-marketing

First line management manager :- implements plans jobs like team leader, assistant manager,foreman,shift manager

Name the important areas and personel in management?

Important areas are strategy,marketing,finance,human resources,technology and equipment,Personal in management :- can be defined as in the planning,organizing compensation,intregration and maintainace of people,

Q2.a. Define Scientific, Classical and behavioural Manangement Perspective?

Scientific management :- Frederick Taylor (1856-1915) replaced old methods of how to do work with scientifically-based work methods to eliminate “soldiering ,”where employees deliberately worked at a pace slower then their capabilities.

Believed in selecting, training, teaching, and developing workers,

Used time studies of jobs, standards planning, exception rule of management, slide-rules, instruction cards, and piece-work pay systems to control and motivate employees it is known as scientific managements,

Classical and behavioural Manangement Perspective?

Classical management perspective :-

Contribution

-Laid the foundation for later development

-identified important managements processes, fucntions,and skills.

-focused attention on management as a valid subject of scientific inquiry.

Limitation :-

-More appropriate approach for use in traditional, stable, simple organizations.

-prescribe universal procedures that are not appropriate in some settings.

-employees are viewed as tools rather then as resources.

Behavioural management perspective :-

-emphasized individual attitudes and behaviours, and group processes, and recognized the importance of behavioural processes in the workplace.

-Hugo Munsterberg (1868-1933)

-a German psychology, considered the father of industrial psychology, who advocated the practice of applying psychological concepts to employees selection and motivation industrial settings.

-Mary parker Follett (1868-1933)

Recognized the Importance of the role of human behaviour in the workplace.

b. what are the basic key managerial roles ?

key managerial roles are

interpersonal roles information role decisional roles

1. 1.figurehead 1.monitor 1.entrepreneur

2. leader 2.disseminator 2.disturbance handler

3. laison 3.spokesperson 3.negotiator

Q3.a. explain Hawthorne studies with examples.

The Hawthorne studies were conducted on worker at the Hawthorne plant of the western electric company by Elton mayo and fritz Roethlisberger in the 1920s.the Hawthorne studies were part of a refocus on managerial strategy incorporating the social-psychological aspects of human behaviour in organization.

The Hawthorne studies discovered that workers highly responsive to additional attention from their manager and the feeling that their manager actually care about. and were interested in, their work. The studies also found that although financial motives are important, social issues are equally important factors in worker productivity.

Five stages of Hawthorne studies experiment on illumination, relay assembly experiment, mass interviewing programme, bank wiring observation room, personal counselling,

Example :- the Hawthorne effect can also lead to the observation being the intervention. for example, recommending individuals who want to lose weight should keep a diary of what they eat and drink

Example :- a study of hand-washing among medical staff found that when the staff knew they were being watched, compliance with hand-washing was 55% greater then when they were not being watched.

b. what is theory X and theory Y assumptions.

Theory x assumptions

-people do not like work and try to avoid it.

-people do not like work, so manager have to control direct, coerce, and threaten employees to get them to work toward organizational goals.

-people prefer to be directed to avoid responsibility,and to want security; they have little ambition

Theory y assumptions

-people do not dislike work; work is a natural part of their lives.

-people are internally motivated to reach objectives to which they are committed.

-people are committed to goals to the degree that they receive rewards when they reach their objectives.

-people seek both seek responsibility and accept responsibility under favourable conditions.

-people can be innovation in solving problems.

-people are bright, but under most organizational condition their potentials are underutilized.

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Taking help in paper, notes provide by teachers also I write my own notebook notes and a little help from website

Thank you dear mam.