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COURSE NAME: PRINCIPLE OF MANAGEMENT

SECTION A

DEPARTMENT OF BS SOFTWARE ENGINEERING

SEMESTER 2ND

QUESTION: How can you prepare yourself to become an effective manager in an increasingly uncertain global business environment?

ANSWER: The world as it is today is much different than it was when our parents' parents were in managerial positions. In fact, the way companies market products has changed more in the past five years than in the previous one-hundred combined! With such rapid, dramatic change in the business place, it is abundantly clear that managers must take necessary steps to be an effective manager in this current global business environment. Managers can adapt to changes by boundary-spanning roles, inter organizational partnerships, and mergers or joint ventures. According to the online text book for Activated Logic, "Understanding the marketing environment in which your organization competes and also understanding how the micro & macro-economic forces impact your organization is very important, as these factors present both opportunities and threats." As upcoming managers prepare themselves to be effective in the increasingly uncertain global business environment, it is evident that knowledge of the following is important: competitors, customers and other elements of the environment. One key component, not to be over looked, is the concept of team work (i.e. joint ventures, partnerships and mergers).

QUESTION: Explain the difference between efficiency and effectiveness and their importance for organizational performance.

ANSWER: The difference between efficiency and effectiveness is that efficiency refers to doing things right, while effectiveness refers to doing the right thing. Efficiency focuses on the means, while effectiveness focuses on the end result. Moreover, efficiency is short term i.e. current state, while effectiveness is long term

Organizational effectiveness:

Organizational effectiveness can be defined as the efficiency with which an association is able to meet its objectives. This means an organization that produces a desired effect or an organization that is productive without waste. Organizational effectiveness is about each individual doing everything they know how to do and doing it well; in other word's organizational efficiency is the capacity of an organization to produce the desired results with a minimum expenditure of energy, time, money, and human and material resources. The desired effect will depend on the goals of the organization, which could be, for example, making a profit by producing and selling a product. An organization, if it operates efficiently, will produce a product without waste. If the organization has both organizational effectiveness and efficiency, it will achieve its goal of making a profit by producing and selling a product without waste. In economics and the business world, this may be referred to as maximizing profit.

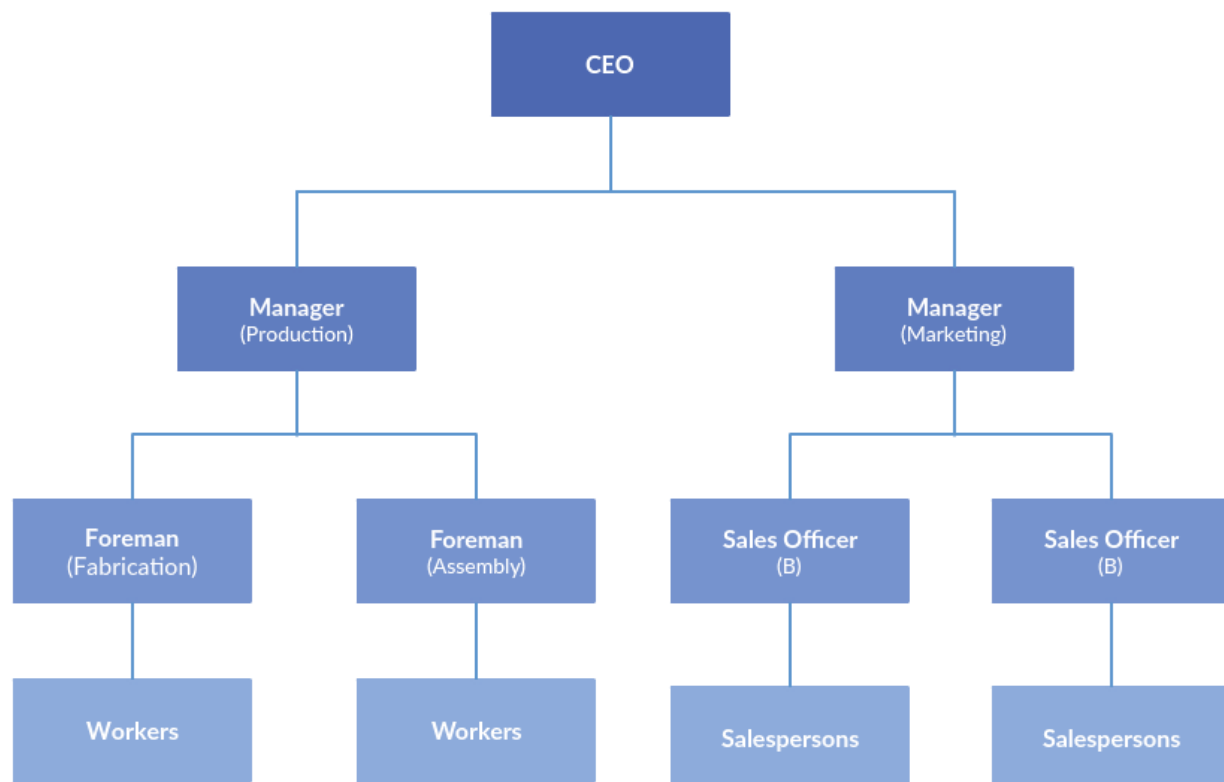
Organizational efficiency:

Organizational efficiency is the organization's ability to implement its plans using the smallest possible expenditure of resources. It is an important factor in the firm's organizational effectiveness, this being the ease and degree of success with which the organization is able to accomplish its aims.

QUESTION: Draw organogram/organization chart of any organization and explain the role of first line manager, middle line manager, and Top level manager from this chart.

ANSWER:

Organization Chart:



First-line managers are the entry level of management, the individuals “on the **line**” and in the closest contact with the workers. They are directly responsible for making sure that organizational objectives and plans are implemented effectively.

Middle managers are in charge of facilitating any changes needed in an organization and creating an effective working environment. They administer day-to-day routines, monitors performance and make sure everything is done in compliance with organization's needs.

Top-level managers are responsible for controlling and overseeing the entire organization. ... These **managers** act at an intermediary between **top-level** management and low-level management. Low-level **managers** focus on controlling and directing. They serve as **role** models for the employees they supervise.
