





Module I – Team Work Management

Topic 3: Managerial Leadership

Session 1: Introduction to Management



Outline

- I- Modern Concept
- II- Characteristics
- III- Objectives
- IV- Importance
- V- Functions



Definition 1:

"Management Is a distinct process consisting of planning, organising, actuating and controlling; utilising in each both science and art, and followed in order to accomplish pre-determined objectives." - **George R Terry**





Definition 2:

"Management is the art of getting things done through others and with formally organised groups." - **Harold Koontz**





Definition 3:


"Management may be defined as the process by means of which the purpose and objectives of a particular human group are determined, clarified and effectuated." - **Peter Drucker**





I- Modern Concept





N.B. Management is a process through which an organisation designs and maintains an environment in which individuals work together with the motive of achieving organisational goals effectively and efficiently.



The 3 Elements

- 1. Management is a Process
- 2. Management requires Effective Performance
- 3. Management needs Efficiency





1. The Process

- It involves a series of interrelated functions like planning, organising, staffing, directing and controlling.





2. Effective Performance

- It means achieving goals on time. In simple terms, it aims at end result.





3. Efficiency

- It means doing tasks correctly and with minimum cost. It is not enough to just complete the task on time, it should be accurate also.





II- The 7 Characteristics





1. Continuous Process

- The process of business management goes on as long as the company exists.





2. Goal-oriented

- It helps organisations in fulfilling their goals by utilising the given limited resources in the best optimum manner.





3. All Pervasive

- The process is universal in nature.





4. Multidimensional

- It does not involve only one activity:
Management of Work, Management of People, and Management of Operations.



5. Dynamic Function

- It includes internal and external factors that affect the work of an organisation.





6. Group Activity

- It involves a group of people performing different managerial activities.





7. Intangible Force

- It is a function that cannot be physically seen but its presence can be felt by watching the orderliness and coordination in work environment.





III- The 3 Objectives





1. Social Objectives

- Implementing environment friendly practices
- Providing basic amenities to employees
- Providing the unprivileged sections of society with employment opportunities





2. Organizational Objectives

- Survival
- Profit
- Growth





3. Personal Objectives

- Social Needs
- Financial Needs
- Good and Healthy Working Conditions
- Higher Level Needs





IV- Importance





The 5 Aspects

- Increasing Efficiency
- Helping in Achieving Group Goals
- Creating a Dynamic Organisation
- Developing Society
- Helping in Achieving Personal Objectives





V- The 5 Functions





The 5 Functions Are:

- Planning
- Organising
- Staffing
- Directing
- Controlling



Thank you