

Semester Lecture Plan

Name of the college: Government College of Arts, Science & Commerce Khandola , Marcela – Goa.							
Name of Faculty: Manisha Manerikar				Subject: General Management			
Paper code: CC 101			Program/Course: B.Com			Division: B	
Academic year: 2022 - 23			Semester: I			Total Lectures: 60	
Course Objectives: Unit – I Relate management with respect to functional areas, approaches and styles. Unit – II Clarify the decision making with respect to rationality and creativity. Unit – III Examine the role of manager in managing change and conflict. Unit – IV Investigate emerging trends in management areas.							
Course Learning Outcome: Unit – I 1) Students would learn practical aspects different types of management styles developed and followed in parts of world Unit – II 1) students shall get learn about rational decision making. 2) shall understand the role of creativity in decision making. Unit – III 1) shall understand concept of change and need of change in organisation. 2) learn about various ways to handle the conflicts. Unit – IV 1) students will get well versed with recent trends in management							
Month	Lectures From: To:		No. of lectu res allott ed	Topic, Sub-topic to be covered	Learning outcome	ICT Tools	Reference books
July 2022	20/07/2022	23/07/2022	02	<u>Unit I Introduction to management:</u> Meaning and features	Students will learn about basic concepts of management	PPT and smartboard	Vasishth, Neeru. Principles of Management. Taxmann.

	25/07/2022	30/07/2022	04	Importance of management. Management and Administration, levels of management,	Students will gain insights about importance of management and different levels	PPT and smartboard	Vasishth, Neeru. Principles of Management. Taxmann.
Aug 2022	01/08/2022	06/08/2022	04	functional areas of management – Materials, Production, Personnel, Purchase, Finance, Sales & Marketing (an overview)	Students will be able to highlight the major functional areas of management.	PPT and smartboard	Prasad, L.M. Principles and Practice of Management. Sultan Chand and Sons.
	08/08/2022	13/08/2022	04	Modern approaches to management - Quantitative, Systems, Contingency approach (an overview)	Students would learn about modern and new approaches towards management	PPT and smartboard	Hannagan, Tim. Management Concepts and Practices
	15/08/2022	20/08/2022	04	Japanese, American, European Styles of management Unit II Decision Making: Meaning, features, advantages of effective decision making.	Students will be able to distinguish between different styles of management. Understand basics of decision making	PPT and smartboard	Vasishth, Neeru. Principles of Management. Taxmann.
	22/08/2022	27/08/2022	04	Types of Managerial Decisions, Steps in decision making process, Guidelines for effective decision making	Students will be able to learn about different types of decisions and process to be followed for taking decisions	PPT and smartboard	Vasishth, Neeru. Principles of Management. Taxmann.
	29/08/2022	31/08/2022	03	Difficulty in effective decision making - Ganesh Chaturthi break	Students will be able to know the difficulties faced in decision making	PPT and smartboard	Vasishth, Neeru. Principles of Management. Taxmann.
Sep 2022	01/09/2022	03/09/2022	01	Ganesh Chaturthi break		PPT and smartboard	

	05/09/2022	10/09/2022	04	Rationality and decision making- Meaning, Benefits and Limitations,	Students will be able to rationalize the decisions taken for management	PPT and smartboard	Hannagan, Tim. Management Concepts and Practices
	12/09/2022	17/09/2022	04	Creativity in Decision Making- Meaning, Features, Steps and how to introduce creativity in decision making Unit III Managing Change and Conflict Management: Meaning, Features	It will help students to understand creative process of decision making. Students will understand the concept of change	PPT and smartboard	Prasad, L.M. Principles and Practice of Management. Sultan Chand and Sons Hannagan, Tim. Management Concepts and Practices
	19/09/2022	24/09/2022	04	Reasons for Change, Change process, Resistance to Change, Factors effecting Resistance to Change	Highlight the reasons for change and factors affecting the resistance to change	PPT and smartboard	Prasad, L.M. Principles and Practice of Management. Sultan Chand and Sons
	26/09/2022	30/09/2022	04	Overcoming Resistance to Change. Organisational Conflicts-	Students will be able to understand the ways to overcome resistance to change	PPT and smartboard	Vasishth, Neeru. Principles of Management. Taxmann.
Oct	01/10/2022	08/10/2022	04	Individual Conflicts and Inter group Conflicts	It will help to highlight the types of conflicts faced in organisation.	PPT and smartboard	Prasad, L.M. Principles and Practice of Management. Sultan Chand and Sons
	10/10/2022	15/10/2022	04	Conflict Management - meaning and process Unit IV Emerging areas in Management: Green Management – Concept and Importance	It will highlight the concept and process of conflict management.	PPT and smartboard	Vasishth, Neeru. Principles of Management. Taxmann.

	17/10/2022	22/10/2022	04	Stress Management- Meaning, Types, Causes and Measures taken.	Help students to learn about stress faced in management and ways to overcome it.	PPT and smartboard	Prasad, L.M. Principles and Practice of Management. Sultan Chand and Sons
	24/10/2022	29/10/2022	04	Supply Chain Management- Meaning, Process.	Highlight the new concept of supply chain management and its unique features	PPT and smartboard	Prasad, L.M. Principles and Practice of Management. Sultan Chand and Sons
Nov 2022	31/10/2022	05/11/2022	04	Logistics Management- Meaning, Features.	Understand the working of logistics management	PPT and smartboard	Prasad, L.M. Principles and Practice of Management. Sultan Chand and Sons
	07/11/2022	10/11/2022	04	Revision of all 4 units			All the reference books.

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