

DEPARTMENT OF COMMERCE**SHYAM LAL COLLEGE, UNIVERSITY OF DELHI**

Subject- Management Principles and Applications		B.com (H) 3rd sem.	
S.N.	From	To	Topics
Week 1	26-Aug-22	27-Aug-22	Introduction of management
Week 2	29-Aug-22	03-Sep-22	Concepts: need for study: managerial functions - An overview;
Week 3	05-Sep-22	10-Sep-22	coordination- essence of management; evolution of management thought;
Week 4	12-Sep-22	17-Sep-22	trends and challenges of management in global scenario; emerging issue in management;
Week 5	19-Sep-22	24-Sep-22	types of plan- an overview; strategic planning- concept, process, importance and limitations;
Week 6	26-Sep-22	01-Oct-22	growth strategies; environmental analysis and diagnosis (internal and external environment) business environment;
Week 7	03-Oct-22	08-Oct-22	decision making- concept, importance, group decision-making, decision making process
Week 8	10-Oct-22	15-Oct-22	perfect rationality and bounded rationality; techniques(quantitative and qualitative, MIS, DSS)
Week 9	17-Oct-22	22-Oct-22	organising- concept, process of organising, span of management; different types of authority;
Week 10	24-Oct-22	29-Oct-22	decentralisation, delegation, formal and informal organisation, principles of organising, types of organisational structure;
Week 11	31-Oct-22	05-Nov-22	concept of staffing-recruitment and selection; orientation; training and development,
Week 12	07-Nov-22	12-Nov-22	performance appraisal, motivation- importance, major theories of motivation, intrinsic and extrinsic motivation
Week 13	14-Nov-22	19-Nov-22	leadership-concept,importance,major theories of leadership,transactional and transformational leadership;
Week 14	21-Nov-22	26-Nov-22	communication-concept,purpose,process,oral and written communication,barriers of communication;
Week 15	28-Nov-22	03-Dec-22	overcoming barriers of communication; control- concept,process,principles of effective control;
Week 16	05-Dec-22	10-Dec-22	major techniques of effective control,ratio analysis(ROI),budgetary control,EVA,MVA,PERTand CPM