MANAGEMENT AND ORGANIZATION BEHAVIOUR

I Semester: MBA

Course Code	Category	Hours / Week			Credits	Maximum Marks		
		L	**T**	**P**	**C**	**CIA**	**SEE**	**Total**
CMBB01	**Skill**	4	0	-	4	30	70	100

Contact Classes: 50	Tutorial Classes: 02	Practical Classes: Nil	Total Classes: 52

OBJECTIVES:

The course should enable the students to:

I. Understand the behavior of employees as it is often seen sometimes managers get frustrated regarding the behavior of an employee but they fail to understand the reason behind it.
II. Gain the power to predict the behavior of employees and take preventive measures whether he is productive and sincere towards his task and to detect which employee can cause problems by giving lame excuses or by absenting himself from office.
III. Apply different concepts relating to managing of conflicts, change, time and stress.
IV. Provide basic knowledge of key approaches and Models relating to Organizational Behavior.

COURSE OUTCOMES(CO'S):

1. Identify and understand the objectives, importance and   the development of the various theories of management.
2. Familiarize with history of the management and enhance with the latest theories.
3. Analyze the various problems and evaluate various methods in decision making to arrive at alternative solutions.
4. Discuss about plans and the planning process to analyze and compare different plans and make effective planning
5. Gain the knowledge of processes used in developing the various organizational designs
6. Understand the group dynamics and demonstrate skills required for working in group's relation between authority power and influence..
7. Demonstrate the authority and use power to influence people to get the work done through proper communication and control.
8. Explain importance of organizational behavior personality theories, perception and individuals.
9. Illustrate the behavior of individuals and groups in organizations in terms of Organizational behavior theories, models and concepts.
10. Elucidate various group decision making process and types.
11. Enhance the various leadership styles and the role of leaders in a decision making Process and Analyze management organization and administration.
12. Apply various types of theories (Maslow's needs theory, two factor theory of motivation, valance theory and other relevant theory of motivation.

UNIT – I	HISTORY OF MANAGEMENT	Classes: 08

The Management Process, Management Functions, kinds of managers, Managerial roles and skills. Evolution of Management Theories of Management Classical, Scientific, Administrative, Behavioral, Management Sciences Theories; Systems and Contingency theory.

UNIT-II	PLANNING ,DECISION MAKING AND GOAL SETTING	Classes: 10

Organizational planning, Vision, Mission and goals, Types of plans, steps in planning process, Approaches to planning, Planning in Dynamic Environment. Decision making process, types of decisions, decision making styles, Vroom's Participative decision making model.

UNIT-III	ORGANIZING AND CONTROLLING	Classes: 09

Organizational Structure, Principles of Organizing, Authority, Power and Influence, designing organizational structure. Mechanistic and organic structures, contemporary organizational design and its challenges.

Controlling: The control process, controlling for organizational performance, types of control, financial controls, Balanced Scorecard, Bench Marking, Contemporary issues in controlling.

UNIT-IV	INDIVIDUAL AND GROUP BEHAVIOR	Classes: 10

Importance of Organizational Behavior, Culture and diversity, personality theories, perception, formation of group behavior, classification of groups, group properties, group cohesiveness

UNIT-V	LEADERSHIP, MOTIVATION AND ORGANIZATIONAL STRUCTURE	Classes: 08

Leadership traits, Leadership styles, Leadership theories, Power and Politics. Motivation: Approaches to Motivation, Maslow's needs hierarchy theory, two factor theories of motivation, McGregor's theory, ERG theory, McClelland's needs theory, Valance Theory.

TEXT BOOKS:

1. Richard L. Daft, "New Era of Management", Cengage Learning, 11th Edition, 2017.
2. Afsaneh Nahavandi, Robert B.Denhardt, Janet V. Denhardt, Maris P. Aristigueta, "Organizational Behaviour", Sage Publications, 10th Edition 2015.

Reference Books:

1. Laurie J. Mullins, "Management, and Organizational Behavior", Pearson Publications, 9th Edition 2012.
2. Stephen P. Robbins, Timothy A.Judge, Neharika Vohra, "Organizational Behavior", Pearson, 16th Edition, 2017.
3. Ramesh B. Rudani, "Management and Organizational Behavior", Tata McGraw hill, 8th Edition 2011.
4. Rajeesh Viswanathan, "Principles of Management Concepts and Cases", Himalaya Publishing House (HPH), 10th Edition 2010.
5. Dr. Vandana Jain, "Management Theory and Practice", IBH, 7th Edition 2012

Web References

1. nptel.ac.in/courses/Webcourse-contents/.../Structural%20Analysis/pdf/m2l7.pdf.
2. https://nptel.ac.in/reviewed_pdfs/105106050/lec1.pdf
3. http://web.iitd.ac.in/~sbhalla/rc717.pdf

E-Text Books

1. https://www.free-ebooks.net/ebook/Human-Resources-Management-Course
2. http://www.e-booksdirectory.com/listing.php?category=439