**LESSON PLAN**

**Name of Faculty : Ishant Khurana**

**Discipline : BBA (BBAN- 201)**

**Semester : 2nd**

**Subject : Principles of Management**

**Lesson Plan Duration : 15 Weeks (From January, 2018 to April, 2018)**

**Work Load Per Week : 3 Lectures**

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| **Week** | **Theory** | |
| **Lecture Day** | **Topic (Including Assignment and Test)** |
| 1st | 1st | Introduction – Nature and Process of Management |
| 2nd | Basic Managerial Roles and Skills |
| 3rd | Test |
| 2nd | 4th | Nature of Managerial Work |
| 5th | Approaches to Management - Classical |
| 6th | Approaches to Management - Human Relations and Behavioral |
| 3rd | 7th | Approaches To Management - Systems and Contingency Approaches |
| 8th | Contemporary Issues and Challenges |
| 9th | Assignment |
| 4th | 10th | Planning – Concept, Purpose and Process of Planning |
| 11th | Kinds of Plans |
| 12th | Test |
| 5th | 13th | Strategic Planning |
| 14th | Tactical Planning |
| 15th | Operational Planning |
| 6th | 16th | Goal Setting |
| 17th | MBO (Management By Objective) |
| 18th | Assignment |
| 7th | 19th | Decision Making – Nature and Process |
| 20th | Behavioral Aspects of Decision Making |
| 21th | Test |
| 8th | 22nd | Forms of Group Decision Making in Organizations |
| 23rd | Organizing and Leading Elements of Organizing -Division of Work |
| 24th | Departmentalization |
| 9th | 25th | Distribution of Authority |
| 26th | Coordination |
| 27th | Test |
| 10th | 28th | Organization Structure and Design |
| 29th | Leadership – Nature and Significance |
| 30th | Assignment |
| 11th | 31st | Leadership Styles |
| 32nd | Behavioral Approaches to Leadership |
| 33rd | Situational Approaches to Leadership |
| 12th | 34th | Test |
| 35th | Management Control |
| 36th | Nature, Purpose of Controlling |
| 13th | 37th | Process of Controlling |
| 38th | Kinds of Control System |
| 39th | Test |
| 14th | 40th | Prerequisites of Effective Control System |
| 41st | Resistance to Control |
| 42nd | Assignment |
| 15th | 43rd | Controlling Techniques |
| 44th | Social Audit |
| 45th | Test |