



Knowledge ● People ● Learning

A Harsh Bhargava Enterprise

Principles of Management



Crash Foundation Course 2015

Hyderabad

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Agenda



- Learning by doing...
- Principles/Functions
- What is it?
- Why is it important?
- Management and Administration
- Management Vs Leadership

OK, let us form 5 teams



Leader

What is it?

- Sets example
- Leads from the front
- Motivates others

Why Leadership?

- Set targets
- Achieve goals of teams
- Empower people





Team No.



3

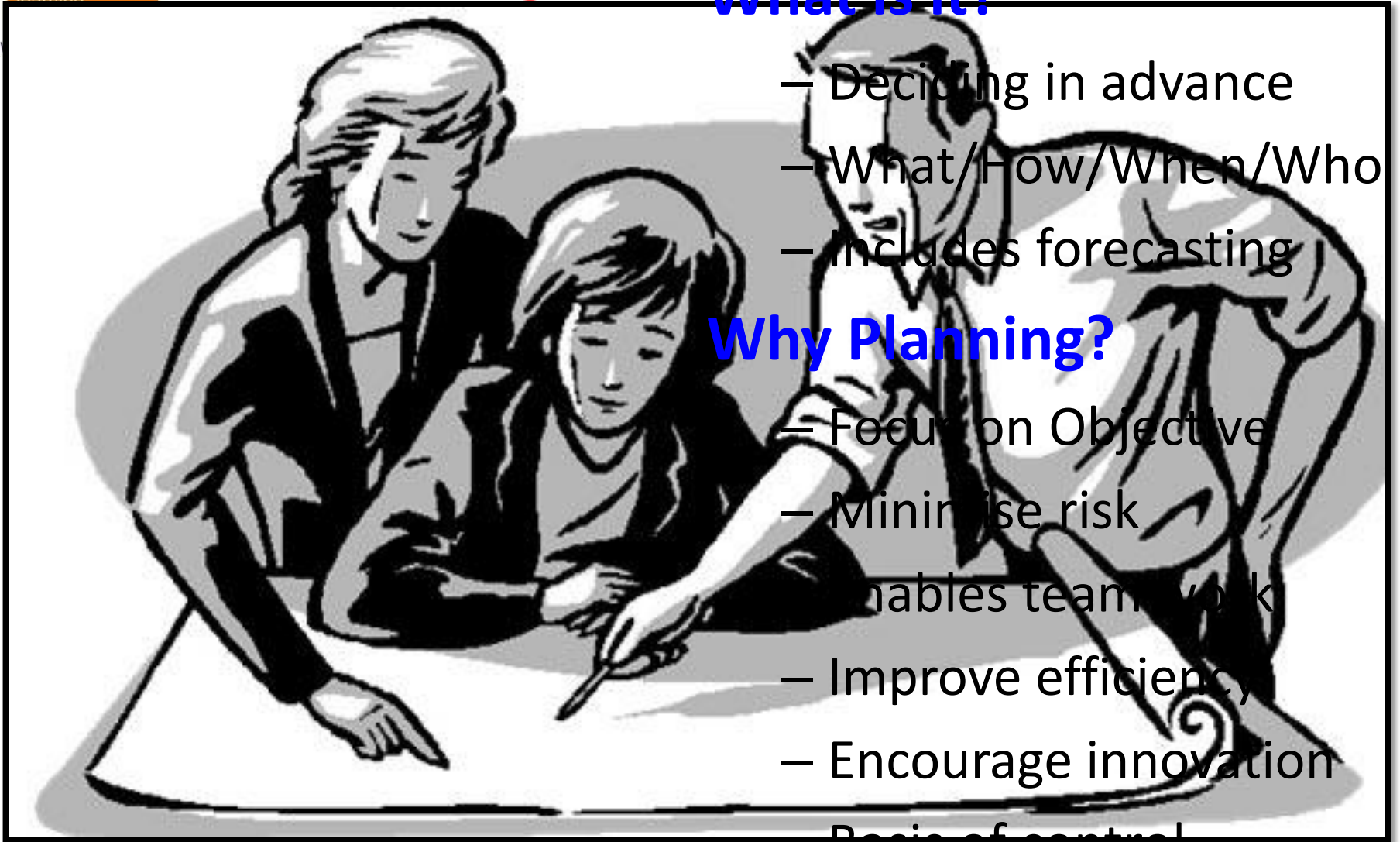
Planning

What is it?

- Deciding in advance
- What/How/When/Who
- Includes forecasting

Why Planning?

- Focus on Objective
- Minimise risk
- Enables teamwork
- Improve efficiency
- Encourage innovation
- Basis of control





Team No.



5



Organising

What is it?

- Task allocation
- Responsibility
- Functionalisation
- Structure

Why Organising?

- Optimum use of resources to carry out the plans
- Decentralisation
- Basis of control
- Facilitates growth



Knowl



Team No.



2

Staffing

What is it?

- Manning the org
- All HR functions
- Fit/fill the roles

Why Staffing?

- Right man- right job
- Discovering talent
- Job satisfaction
- Improve output
- Growth/Diversification

(Ministry of Skill Development)



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Team No.



1

Directing/ Leading

What is it?

- Execution of plans
- Organised action
- Commanding

Why Directing/Leading

- What needs to be done
- Achieve the goal
- Get people to do it
- Clear instructions
- Build org culture



Team No.



4

Controlling

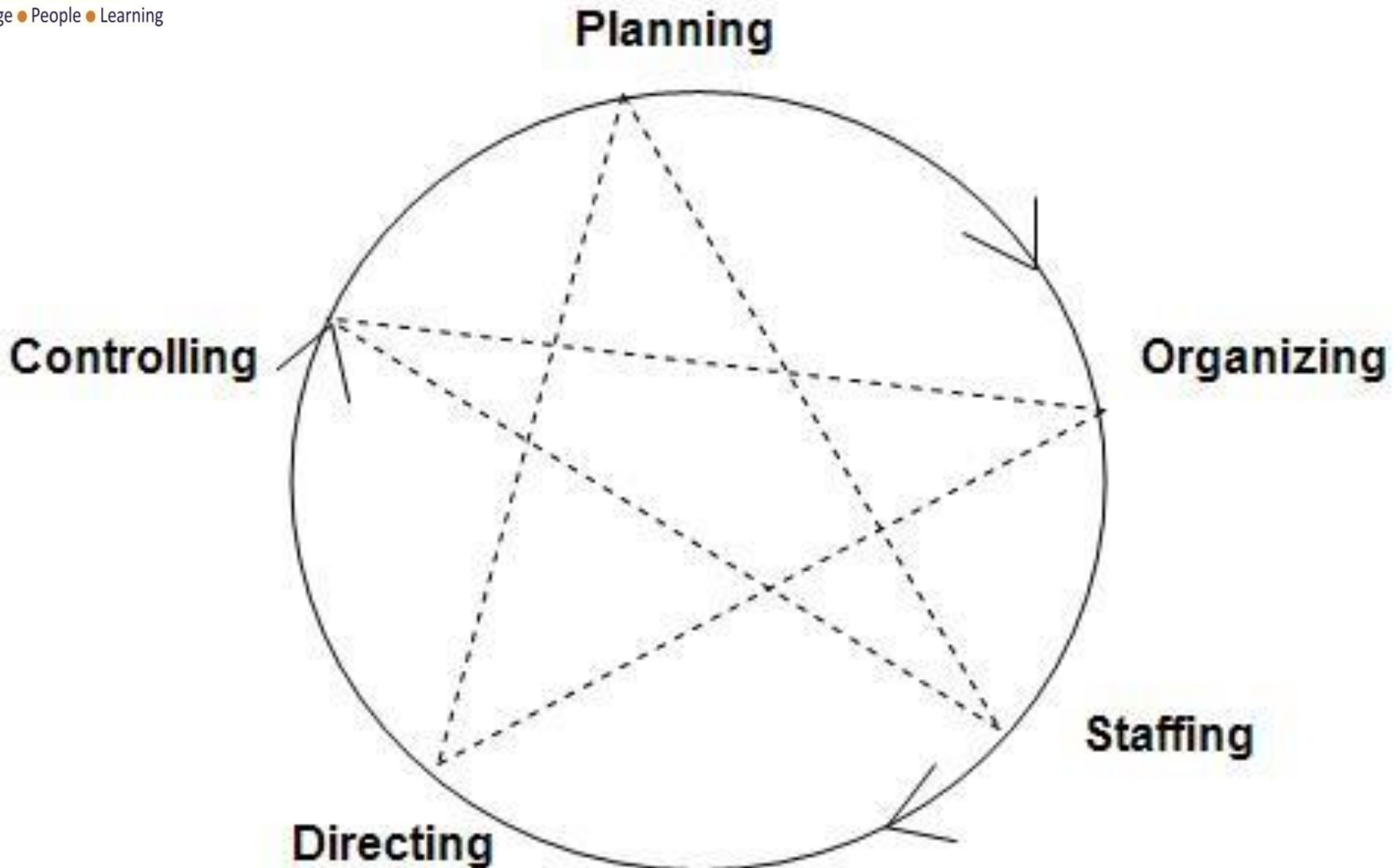
What is it?



the goals

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Functions of Management





Principles of Management

- **Universality**
 - Universal validity
 - Applicable to different types of organisations
- **Unity of Command**
 - Instructions from one person
- **Flexibility**
 - Not static
 - Can be applied based on the nature of organisation (Govt/Corporate/NGO etc)



Management & Administration

- Basically the same
- Involve functions like Planning, Controlling etc
- In government set up, staffing is centralised
- Both have to be target oriented- examples
 - Direct Taxes- Collection in a Fin Year
 - Kms of Highways built
 - Crime rate reduction per year
 - District level- No. of ISLs built



Video Resources

1. A video on brief history- **Major milestones-**

See the 3:15 minute Discovery Channel video at:

<http://www.youtube.com/watch?v=9WTYV8MXzc&feature=related>

2. **Leadership Vs Management** by Scott Williams

A 6 minute video

<http://www.youtube.com/watch?v=8ubRzzirRKs>

Further Reading

1. *The Essential Drucker (2001)*, by Peter Drucker
2. *Built to Last: Successful Habits of Visionary Companies (1994)*, by Jim Collins and Jerry Porras
3. *The Fifth Discipline: The Art and Practice of the Learning Organization (1990)*, by Peter Senge

Parting Thought...

“A goal without a plan is just a wish.”

- Antoine de Saint-Exupery (1900 - 1944)



Thank you all. Foundation matters.



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