

SARASWATI MAHILA MAHAVIDYALAYA, PALWAL

LESSON PLAN

Class: M. Com (P)

Semester: I

Paper: Principles of Management

Session: 2020-21

Lectures	Topic
	<u>Unit 1</u>
L (1-40)	Schools of Management thought Managerial skills, Functions of Management - Planning, Organising, Staffing, Directing, Controlling, Controlling techniques
L (41-42)	test & Assignment
	<u>Unit 2</u>
L (43-51)	Motivation: Process, theory, need hierarchy, X & Y, two factor theory, ERG theory, learned Need theory, Victor expectancy theory equity theory
L (52-53)	test & Assignment
	<u>Unit 3</u>
L (54-62)	Leadership: concepts, styles, Theories, trait theory, behavioral theory, Fiedler's theory, Massey & Blanchard's theory Managerial Grid, Likert & theory

Rajan

Lectures	Topic
L(63-64)	test & Revision
	<u>Unit 4</u>
L(65-75)	Interpersonal & Organisational communication Concept of two-way comm., Process, Barriers, Types, improvements, transactional analysis in communication
L(76-78)	test & Revision.

Rishi