

Sr. No.	Lecturer/Lab	Name of the topic	%Syllabus Covered	Date of topic
1	Week-1 1,2,3	Management Definition: Scope and process of management		
2		Managerial Roles, Levels of Management, Managerial Skills		
3	Week-2 1,2,3	Challenges of Management, Evolution of Management, Scientific and Administrative Management		
4		The Behavioral approach		
5	Week-3 1,2,3	The Quantitative approach		
6		The Systems Approach		
7	Week-4 1,2,3	Contingency Approach		
8		IT Approach		
9	Week-5 1,2,3	Planning and Decision Making		
10		General Framework for Planning, Planning Process, Types of plans		
11	Week-6 1,2,3	Management by objectives, Development of business strategy.		
12		Decision making and Problem Solving: Programmed and Non-Programmed Decisions		
13	Week-7 1,2,3	Steps in Problem Solving and Decision Making		
14		Bounded Rationality and Influences on Decision Making		
15	Week-8 1,2,3	Group Problem Solving and Decision Making		
16		Creativity and Innovation in Managerial Work		
17	Week-9 1,2,3	Leading and Motivation: Leadership		
18		Power and authority,		
19	Week-10 1,2,3	Leadership styles; Behavioral leadership, Situational leadership.		
20		Leadership skills, Leader as mentor and coach		
21	Week-11 1,2,3	Relationship between motivation Performance and engagement, Content motivational theories		
22		Leadership during adversity and crisis; Handling employee and customer complaints		
23	Week-12 1,2,3	Team leadership. Motivation: Types of motivation		

24		Organizational Design & Organizational Structures, Delegation, Empowerment, Centralization		
25	Week-13 1,2,3	Decentralization, Organizational culture, Organizational climate and Organizational change		
26		Talent management		
27	Week-14 1,2,3	Talent management Models and strategic human Resource planning		
28		Recruitment and selection		
29	Week-15 1,2,3	Training and development, Performance Appraisal		
30		Types of Control Controlling Techniques		