

VEER NARMAD SOUTH GUJARAT UNIVERSITY, SURAT
M.COM. PART-1
MANAGEMENT THEORY & PRACTICE
SEMESTER-I

(Syllabus in force for Academic Year 2017-18 and onward)

Course Contents

Unit-1	Management Meaning and Defination Meaning of Principals of Management Meaning and Need of Management Theories Management Theories : Human Relation School, Social System School, System Management School, Decision Management School, Quantitative Measurment School, Contingency Management School, Comparative Management School, Meaning and Characteristics of Learning Organisation, Japanese Management techniques characteristics, Modern Management School.	20%
Unit-2	Basic understanding of Culture & Power.	15%
Unit-3	Knowledge Management – Introduction-Definition of knowledge management- Importance of Knowledge management- Process of knowledge management- successful measurement of knowledge management.	15%
Unit-4	Performance Appraisal and Maintaining Human Resources- Introduction, importance of performance appraisal- Definition of performance appraisal- Objective of performance appraisal- Who will appraisal- Performance Appraisal Process—Methods of Performance Appraisal- Overcoming Performance Appraisal problem- Essential characteristics of an Effective system- Limitation of Performance Appraisal- Maintaining of Human Resource- Compensation – Fringe Benefits- Types of Fringe benefits- Career Planning and Career Development.	30%

Unit-5	Discipline Management – Nature of Discipline –Importance – Causes – Means of Effective Discipline.	10%
Unit-6	Case Study (Cases are to be framed from the above mentioned Topics.)	10%

Reference Book :

1. Management Text & Cases---V.S.P. Rao & Hari Krishna Excel Books
Yadav
2. Human Resource Management and Industrial Relations--- Mahajan
Publishing House
3. Organisational Behavior---Dr. Aswathappa
4. Management New concept & Direction----Dr. Ramnik J. Yadav

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SEMESTER - II

Course Content:-

1. Managing Change : The basic change process- resistance to change (Individual and organizational) **15%**
2. Building Effective Teams : Team and Network – Internal and External Dynamics. **15%**
3. Conflict Management: Nature of Conflict- Changing views of Conflict Functional and Dysfunctional conflict- Conflict Process-Conflict Levels- Transactional Analysis- Conflict Resolutions – Managerial implications. **25%**
4. Management by Confidence- Meaning- Characteristic- Tools of confidence- Process of confidence- Effectiveness factors- Merits and Demerits of Confidence- Guidance of principal. **15%**
5. Introduction to following Concepts : Core competence- Total Quality Management- Empowerment- Business process Re-engineering (BRP) – Enterprise Resource Planning (ERP) – Cyber cope- Value Stream Management-Vision & Mission. **20%**
6. Case Study (Case are to be framed from the above mentioned Topic.) **10%**