

DAS-405 Industrial Management

Detailed Syllabus

Unit-1 PRINCIPLES OF MANAGEMENT: Definition of management, Administration organization, Functions management, Planning, Organizing, Co-ordination and control, Structure and function of industrial organizations, Leadership- Need for leadership, Factors to be considered for accomplishing effective leadership,

Unit-2 Communication -Importance, Processes, Barriers to communication, Making communication, Effective, formal and informal communication, Motivation - Factors determining motivation, Positive and negative motivation, Methods for improving motivation, Incentives, Pay promotion and rewards, Controlling - Just in time.

Unit-3 HUMAN AND INDUSTRIAL RELATIONS: Human relations and performance in organization, Understand self and others for effective behavior, Industrial relations and disputes, Characteristics of group behavior and Trade unionism, Mob psychology, Labor welfare, Workers participation in management.

Unit-4 PERSONNEL MANAGEMENT: Responsibilities of human resource management - Policies and functions, Selection - Mode of selection - Procedure - training of workers, Job evolution and Merit rating - Objectives and importance wage and salary administration - Classification of wage.

Unit-5 INTELLECTUAL PROPERTY RIGHTS: Introduction to IPR (Patents, Copy Right, Trade Mark), Protection of undisclosed information, Concept and history of patents, Indian and International Patents Acts and Rules, Patentable and Nonpatentable invention including product versus Process.