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| **Title** | **Principles of Management** |
| **Code** | **UE-273** |
| **Credit Hours** | 3 |
| **Category** | Management Related University Elective |
| **Prerequisite** | None |
| **Co-Requisite** | None |
| **Follow-up** | None |
| **Course Description** | **Managing and the Managers Job:** The management process, kinds of managers, basic managerial roles and skills, and the nature of managerial work. **The Environment and Culture of Management:** The external and internal environment, the organization's cultures, organization-environment relationship. **Planning and Decision Making:** Decision making and planning process, organizational goals and levels of planning, various levels of strategies, rational perspectives on decision making, behavioral aspects of decision making, group and team decision making in organizations. **The Organizing Process:** Designing Jobs, grouping jobs, establishing reporting relationships, distributing authority, coordinating activities. **Managing Change and Innovation:** Forces for change, steps in the change process, understanding and overcoming resistance to change, the innovation process. **Leadership and Influence Process:** Different approaches to leadership, political behavior in organizations. **The Controlling Process:** The purpose of control, steps in the control process; operational, structural, and strategic control, managing total quality and productivity. **The Ethical and Social Environment:** Individual ethics in organization, emerging ethical issues, social responsibility and organizations. |
| **Text Book(s)** | 1. Ricky W. Griffin, Management, 12th Edition, Cengage Learning, 2017, ISBN: 1305501292. |
| **Reference Material** | 1. Stephen P Robbins, Mary Coulter, Management, 14th Edition, Pearson, 2017, ISBN: 0134527607. |