



INTRODUCTION TO BUSINESS MANAGEMENT

Assignment



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Organization A

Planning:

In organization A:

- Employees suffering from lack of planning are likely to experience low morale. The workers will be aware of their disorganized environment, and will suffer stress and frustration because they will have difficulty executing their assigned tasks. There likely will be a high staff turnover rate, which leads to lowered productivity.
- Some employees might be laid off because of lowered profits and this will further diminish morale. Other employees might feel unappreciated and over-worked as the organization will be under-staffed. This will exacerbate the downward spiral and the business is likely to fail.
- Organizational planning should include long-term and short-term planning. The plan should predict where the organization will be in two or five years, listing specific, measurable goals and results. The plan should also include a specific "to-do" list that keeps everyone informed of the necessary actions and resources, as well as listing who is responsible for the all the tasks. It should also include a reasonable time frame for these tasks to be accomplished. Failure to plan will damage the effectiveness of the organization and can even lead to complete break-down.
- Lack of planning is certain to result in shortages or delays of necessary materials. Without an analysis of how often resources need to be replenished, these necessities will not be found where and when needed. The necessary resource might be something as small as staples for the stapler, or as essential as running out of the raw material needed to manufacture the product that is sold. In all cases, a business cannot flourish if the management of its resources is not being monitored and planned for.
- Without planning, there will be no mission statement and no vision. Employees are most productive when they understand the bigger picture behind what they are doing, so productivity will decrease. There is also likely to be much wasted time, as some workers will be duplicating the work of others, while some essential tasks will be overlooked. This

is all likely to result in the need for crisis management. Workers will spend a great deal of time "putting out fires" caused by the fact that no one is able to anticipate the problems that will regularly occur. In addition, larger projects will take longer than necessary, or may never reach completion, because no one did the planning necessary to break them down into more manageable segments.

Organizing:

In organization A:

- Having departments populated by employees specializing in specific work areas means that teams become siloed. Employees in different teams do not get the opportunity to meet and share perspectives, which can be harmful for the progress of the business in the long run.
- Having a common organizational purpose improves employee morale and performance and is an important predictor of organizational success. When each group of specialists in a functional organization is relatively isolated, the common bond that emphasizes a single overarching organizational purpose is almost inevitably weaker than in an organization where different kinds of employees regularly interact.
- In a perfect functional organization, each group's tasks would require no input from other functional groups, but this is often not the case. As communication becomes increasingly dominant in organizations, isolated groups may underperform or even fail because they have no institutionally recognized way of communicating needs and issues to other functional groups that might have helped.
- In some instances, managers of other functional groups may not respond helpfully or in a timely way because "it's not our problem." By the time the need for cooperation has been established, the moment when cooperation would have been most effective may already have passed.
- A further disadvantage of a functional organization closely related to the failure of functional groups to cooperate with one another is the possibility of territorial disputes. These disputes may have to do with disagreements over goals, budgetary competition or any number of issues that stem from a clash of egos that occur when each department has

its own separate functional structure or where a strong sense of a common purpose is lacking.

Leading:

In organization A:

- Changing your methods takes more work than staying firmly within one style. You need to develop an understanding of emotional intelligence, and be able to nurture your ability to move fluidly between styles.
- Forcing an unsuitable leadership style because it feels more comfortable in the short term leaves less space for growth in the long term, both for you, and your subordinates. Changing leadership style may mean using methods that are completely unfamiliar, and you can feel very exposed.
- Sometimes the situation that leads to the change in style is less than ideal. It's not unusual for a leader to notice their team slacking or cutting corners before realizing that their management style is no longer up to the task. This can be humbling and demotivating, and can even lead to intervention from further up the management chain if somebody else noticed before you did.

Controlling:

In organization A:

- The first and foremost limitation of controlling is that it measures actual performance with the planned performance which is in quantitative terms and thus it cannot be applied effectively when you have to measure and control the performance of qualitative variables and goals. Hence for example factors like human emotions, the motivation level of employees, satisfaction level of workers, etc. are beyond the purview of control function.
- Controlling works best when management has to control only internal factors but if one takes into account external factors like government policies, technological factors, change

in consumer taste and so on, then one can say that controlling cannot be a success because controlling assumes that external factors will remain same or won't change in a big way.

- People who bear the most brunt of control function are the employees because controlling is mostly applied on the way employees of the company work whether it's related to their attendance or monitoring their work through cameras or reducing their rest time and so on. In simple words, too much of controlling can lead to employee dissatisfaction which in turn can lead to lower morale of the employees of the company which in the long run can do more harm than good as far as the company is concerned.
