# Explain management is a science as well as an art.

## Properties of Science

* Science is a systematized (systematic) body of knowledge based on certain principles.
* Science knowledge is obtained through the process of observation, experimentation and testing.

## Science thus has following fundamentals.

##### Universally acceptance principles

* + Scientific principles represent fundamental or essential truth about a particular field of an inquiry. These principles may be of gravitation which can be applied in all countries irrespective of the time.
  + Management also contains some fundaments principles which can be applied universally like the principle of Unity of Command. This principle it may relevant to all type of organizations (business or non-business).

##### Inquiry & Observation

* + There are scientific principles which are derived through scientific inquiry and observation, which are based on certain logic. For example, the principle that earth goes round the sun has been scientifically proved by observation and inquiry.
  + Management certain principles are also on scientific Inquiry & observation. For example-Principles of Henry Fayol of Fair Remuneration. He observed the fair remuneration to personal helps in creating a satisfied work force.

##### Cause& Effect Relationship

* + Principles of science make cause and effect relationship between various variables. E.g. when water boiled at 100 Degree, liquid change into the vapor.
  + The same is true for management; therefore it also establishes cause an effect relationship. For Example: if workers are given bonuses, fair wages they will work hard but when they are not treated with fair wages, it reduces productivity of organization.

##### Test of validity and predictability

* + Validity of scientific principles can be tested at any time or any number of times. Each time these tests should give same result. For example: H2 and O will always give H2O.
  + Principles of management can also be tested for its validity. For example: principle of unity of command can be tested by comparing two persons-one

having single boss and one have to report two bosses. The performance of first one will be better than second one.

##### Experimentation

* + The principles of science are derived after repeated experimentation. For example: To expand any metal, it has to be heated at certain degree of temperature.
  + Management certain principles are also based on experimentation. For example: Henry Fayol principles developed on certain experiments.

## Properties of an art

* An art may be defined as an application of personalized and general knowledge, how to do things creatively and skillfully.
* It can be improved through constant practice only.

##### Practical knowledge

* + Every art required practical knowledge only learning of theory is not enough. It is very important to have practical knowledge of theoretical principles. E.g. to become good dress designer, the person has to know different way of stitches, different designs, dimensions, situations etc. to use them appropriately.
  + A manager can never been successful just by obtaining degree in management; he/she must also know how to apply various principles in situations by functioning in capacity of manager.

##### Personalized skill

* + Although theoretical base may be same with every artist, but each one has his own style and approach towards his job. That is why the level of success and quality of performance differs from person to person. E.g. there are several singers but shri. Lata Mangeshkar is recognized for her different way of singing and which is the best one.
  + Similarly management as an art is also personalized. Every manager has his own way of managing things based on his knowledge, experience and personality that is why some managers like shri. Narayan Murthy.

##### Creative Art

* + Every artist has an element of creativity in line. Every artist must have quality of intelligence & imagination.
  + Management is also creative in nature like any other art. It combines human and non-human resources in useful way so as to achieve desired results.

##### Continuous practice

* + Practice makes a man perfect. Every artist becomes more skillful through constant practice.
  + Similarly managers learn through an art of trial and error initially but application of management principles over the years make them perfect in the job of managing.

##### Goal-Oriented

* + Every art is result oriented as it seeks to achieve concrete results. In the same manner, management is also directed towards accomplishment of pre- determined goals.
  + Managers use various resources like men, money, material, machinery & methods to promote growth of an organization.
* Management is both an art as well as a science.
* The above mentioned points clearly tell that management combines features of both science as well as an art.
* It is considered as a science because it has an organized body of knowledge which contains certain universal truth.
* It is called an art because managing requires certain skills which are personal possessions of managers.
* Science provides the knowledge & art deals with the applications of knowledge and skills.

# Give the difference between management and administration.

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| **Heading** | **Management** | | | **Administration** | | | |
| **Meaning** | Management is an art of getting things done through others by directing their efforts towards achievement of predetermined goals. | | | It is concerned with formulation of extensive objectives / goal, plans & policies. | | | |
| **Characteristics** | Management is an implementing function. | executing | / | Administration is a decision-making function. | | | |
| **Process** | Management decides who will do it & how will do it. | | | Administration decides what is to be done & when it is to be done. | | | |
| **Purpose** | Management main function is to get work done through others. | | | Administration main purpose is to frame plans & policies. | | | |
| **Skill** | Technical and Human skills required. | | | Conceptual required. | and | Human | skills |
| **Level** | Middle & lower level function. | | | Top level function. | | | |