

Glossary

1. **Apartment** : A building having number of flats is referred to as an apartment building in India.
2. **Bungalow** : Bungalow is generally a small, square, single storied housing unit with open space on all four sides. In the urban areas bungalows with two stories may be observed.
3. **Controlling** : It is the second step of management process. It means putting the plan into action and adjusting the same where necessary.
4. **Cottage** : The term is used to indicate old-fashioned, modest, cosy house generally found in rural or semi rural areas. Now a days this term indicates a small vacation house.
5. **Decision Making** : Selection of a suitable alternative out of the many available, for solving the conflict or to deal with a situation.
6. **Home Management** : Home management is planning, organizing, controlling and evaluating the use of resources available to the family for the purpose of attainment of family goals.
7. **Household Cleaning** : Cleaning is the easiest way of achieving beauty and hygiene.
8. **Human Resources** : The resources which originate internally and constitute the personal characteristics and attributes are known as Human resources.
9. **Eco-friendly House** : Eco-friendly houses are the houses that are constructed by using sustainable technologies in construction, in order to reduce impacts on environment.
10. **Energizing** : It is the first phase of controlling step. It means initiating and sustaining the action.
11. **Evaluation** : It is the third step in management process. It means taking a review of the completed action and getting guidelines for future plans.
12. **Flat** : A flat is a self-contained housing unit that occupies only part of a building.
13. **Flowers Arrangement** : The art of organising flowers, other plants materials and receptacles into compositions having harmony of form, texture and colour. It's purpose is to add cheer, life and beauty to surroundings.
14. **Furniture** : The movable objects used to make a room or building suitable for living or working in.
15. **General Evaluation** : The evaluation that is very casual and subjective.
16. **Goals** : Tangible things, objectives or aim sets out to accomplish.

17. **Kitchen garden** : Garden where vegetables, fruits are grown at backyard (Home).
18. **Landscaping** : Designing of outdoor space for a garden.
19. **Management** : Using what you have to achieve what you want.
20. **Planning** : It is the first step of management process.
21. **Penthouse** : Penthouse is a separate smaller 'house' constructed on the roof of an apartment building.
22. **Row House** : These are single family housing units that are attached to each other by common walls. They may be single storied or multi storied in nature and may be found in twin or multiple units.
23. **Resources** : Resources are means which are available and recognized for their potential in meeting needs.
24. **Specific Evaluation** : The evaluation that is done in detail and takes in to consideration all different aspects of management is called specific evaluation.
25. **Standards** : Accepted measure of comparison of quantitative or qualitative value.
26. **Studio Apartment** : It is a tiny flat consisting of various sections in the same room having no barrier of walls or divisions. The same room could be used by an individual for carrying out various activities.
27. **Upholstering** : Generally, because of hardness wooden and other material furniture may not be found comfortable to use and hence it is finished with cushioned surface. This is called upholstering.
28. **Value** : A belief or conviction held very strongly by a person.

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