

Date:- 07/02/2023

MTP

- ④ King Kufu → 2-3 million blocks of stone
 - 23 years → 20,000 workers
 - 8,000 quarrying & ~~transport~~ transporting.
 - Teams.

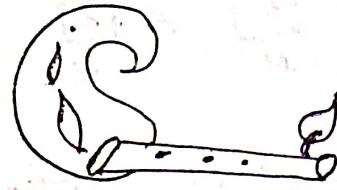
④ Mass Production

④ Scientific Management

- FW Taylor → scientific production
- Lillian & Frank Gilbreth → Motion studies
- Henry Gantt → Gantt chart

Motion study.

→ Date - 08/02/2023



MTP

① ~~Polycentric~~

Bureaucratic

and Administrative

[Book Name -]

The Theory of Social and
Economic Organization



→ Qualification Based hiring.

→ Merit based promotion

→ Chain of command.

→ Division of labours

→ Impartial application of Rules.

→ Record writing — written & recorded.

② Henry Fayol — 14 principles.

[Book Name - General of Administrative Management - 1916]

Comenius

Mohr - 1910

(method & tool)

③ Presentation secrets of Steve Jobs ← Book Name

Author : q/o

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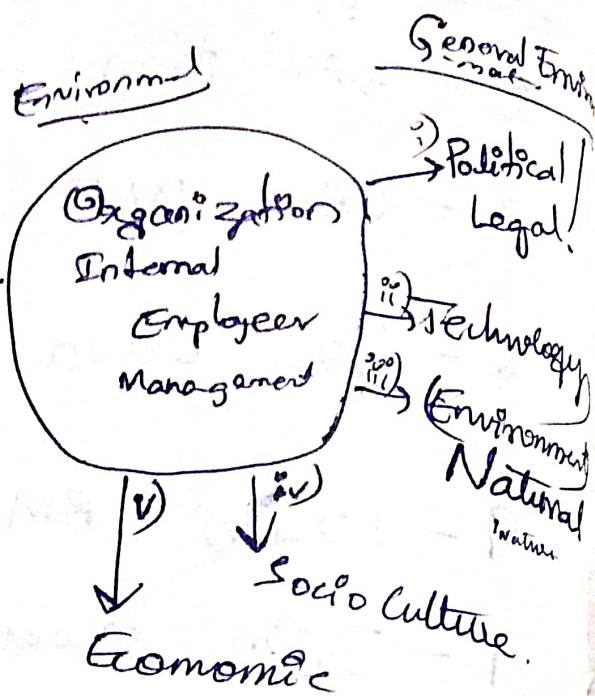
Date: 13/02/2023
Monday

Task Environments

- customers
- competition — marketing
- Suppliers — logistic
- Labour market

Ex: Walmart

Retail Inflation calculated
every Thursday



→ One who consumes a product is called consumer.
(use)

One who buys a product is called customer.
(purchase)

→ Baristaica
↳ Books company. updates every 20 minutes.

* Suppliers — required materials should be supplied by more & more suppliers.

All should available at one place.

Maintaining supplier like paying bills becomes tough.

* Korea — GDP of leading companies

- Samsung
- Hyundai
- Kia

* Samsung v/s Apple → competition.

* SWOT & PESTAL.

7) Elements of MTP

10:15 Am seminar hall Exam 21/02/2023

10 Marks

2 Question 30 Minutes

→ Management

→ Environment & Organization — Environcostco

 | Task — supplier, competition, P.

 | General

→ Ethics

→ corporate social Responsibility (CSR)

Projects MANAKOSAM (2015-16)
90 CCTV installed 40 Lakh

→ VUCA

→ SMART

P	E	T	E	O
E	A	A	M	
C	S	A	L	E
E	U	P	I	B
F	R	N	S	O
I	A	A	G	U
L	B	B	I	N
E	L	E	C	D

Goal Setting

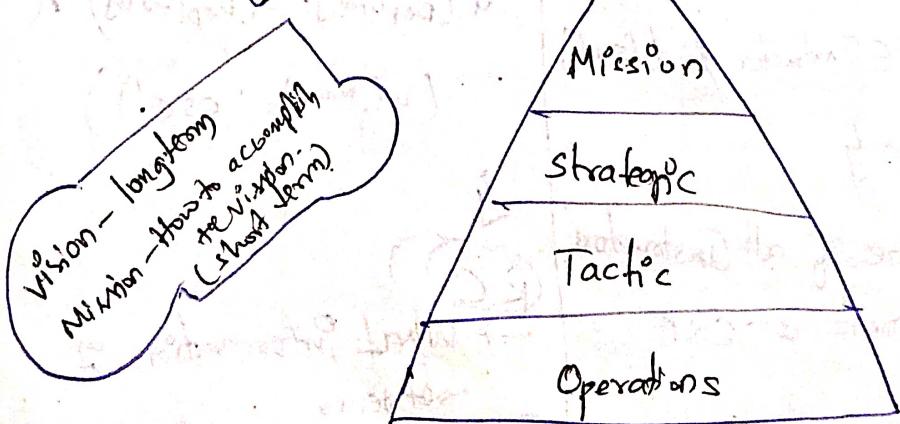
Goals: Luxurious life

M — in 2 years.

S — Money, knowledge.

R, A — Software developer

TB — 2 years

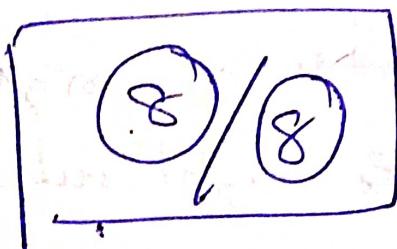
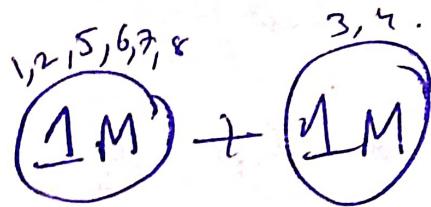


MTP

MT MF

- 1 ✓
- 2 ✓
- 3 ✓
- 4 ✓
- 5 ✓
- 6 ✓
- 7 ✓
- 8 ✓

- Goal is a desired future circumstance or condition that the organization attempts to realize.
- Lean and Agile order.
- plan is blueprint for goal achievement.



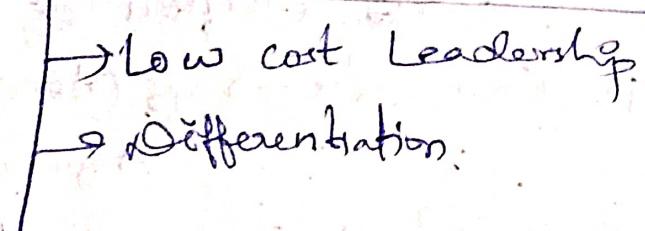
→ volatile, uncertain, Ambiguous,

(NTP) Date 15/03/2023 [Wednesday]

- MBO
- little ambiguity - stretch goals
- Case studies - case Analysis of Center city library

② IKEA - Ingvar Kamprad Elm tanyd Agunnayd.
- sweden

③ Porter's Competitive Strategies.



④ Execution.

- visible leadership 1
- candid communication 2 transparent & honest.
- clear roles & accountability 3
- human resources 4

"Learning leads to growth"

⑤ Decision Making

1	F
2	T
3	P T
4	F
5	T
6	F
7	T
8	T
9	T

- 1 decision is a choice made from available alternatives.
- Programmed
- Non-Programmed.

→ **VALVE company** → Gaming company.

① Organizational Structure

→ Organizing is the deployment of organizational resources to achieve strategic goals.

→ Making people accountable / Accountability.

→ Battery, WaterBottle, Goldpot,

→ Division of Labor — Adam's Smith
(Father of Economy)

→ Organizational flat structure (Employee)
↳ everyone can share their ideas directly with Vicepresident or head / CEO.

→ Vertical functional — depends on functions.

Ex:- Human resource, Manufacturing, Accounting

② → Divisional — separate teams / function for each product.

→ based on products or geographical.

↳ different branches at diff. place with same set of functions.

③ → Matriarch —

④ → Virtual —

recruitment, recruitment, retention, retention.

Managing Human Resources:

Recruitment
Retention } 3R's.
Retirement

* Definition ①: Human resource management (HRM) refers to the design and application of formal systems in an organization to ensure the effective and efficient use of human talent to accomplish organizational goals.

* Definition ②: Right people, place them in positions where they can be most effective, & develop them so that they contribute to company success.

Human Capital :-

- Recruitment - throwing job application & shortlistings.
Up to this process we called it as recruitment.
- Selection - selecting someone for the post.
- Hiring - If each of us hires people who are smaller than we are, we shall become a company of dwarfs.

Date 18/04/2023

Tuesday

- Individualism
- Stereotype — our Black, White, etc.
- Personality — Behaviour handling.
- Locus of control — How much control is there on yourself.

Ex: finding mistake of yourself & trying to correct it is at high Locus of control.

① Teach for America

Teach for India

- Authoritarianism — belief that power & status difference should exist within organization.
- Machiavellianism — characterized by the acquisition of power & manipulation of other people purely personal.
- Problem-Solving Styles, Myers-Briggs; Type Indict

→ Intuition — experience comes from past thinking.

→ Intuition — the true self.

→ Basic principles for self-management.

→ Clarity of mind:

what to do &

what I am doing

→ Time Management

→ Empty your head — collect all thing you need

→ Empty your head — want to do.

→ Decide the Next Action — Do it, delegate it, or defer it.

→ Get organized — Schedule appointments, tasks, set up calendars, action lists.

→ Perform a Weekly review — Update calendars, action lists; process now items.

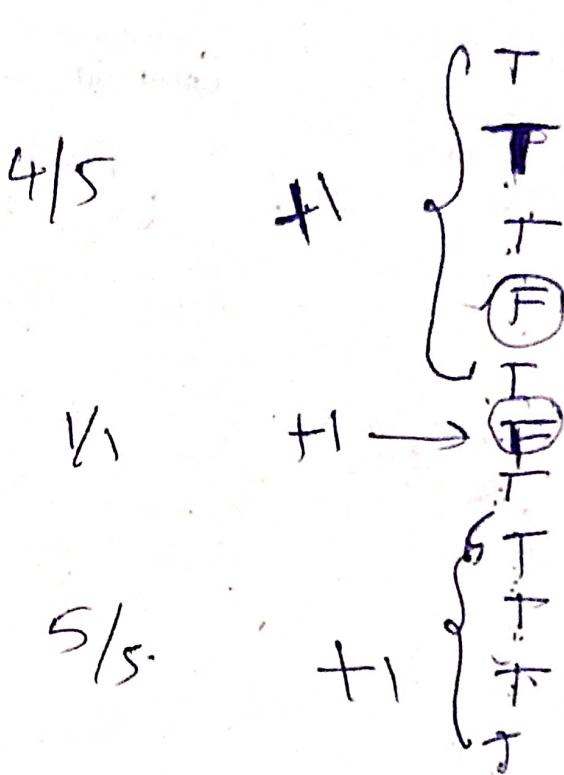
→ Do it — Consider time & context, energy level, & task priority.

MTP

Date:- 19/04/2023

Management Communication

wanderer



→ Metro Guide Publishing in Halifax

→ 48 minutes communication.

→ Model of Communication

- ⇒ sender sends msg through some medium.
- ⇒ receiver decoder that msg.
- ⇒ noise should be minimal.
 - purpose should be clear while saying someone do meet at some time.
- ⇒ potential for noise or communicating.

→ Channel Richness:

- Rich — Face to face communication
- Low — Report/Bulletin
 - critical situation.

* [What type of communication, what channel is very much important]

Ex: accepting salary package offer with written statement.

→ Don't work an email.

- when you are angry.
- when your message may be misunderstood.
- when you are cancelling or apologizing.
- rebuking or criticizing.

→ Asking Questions

Listening carefully & asking.

→ Listening

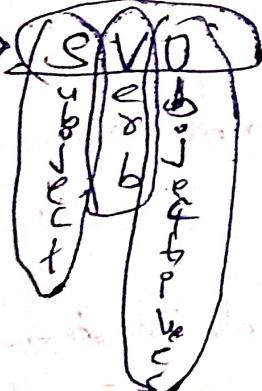
+ comprehensive understanding/Analysis after listening completely.

→ Non-verbal communication:

gestures, facial expressions,
behavior.

→ Social Media

→ Written Communication



→ Motivation. { Monitoring } Leadership }

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Date :- 25/09/2023

categories of Motivation

Extrinsic — no support (in job)

Intrinsic — support (from family)

Maslow's Hierarchy

Daniel Goleman's Leader

"Leadership is not something to put forcefully
on someone"

servant leader.

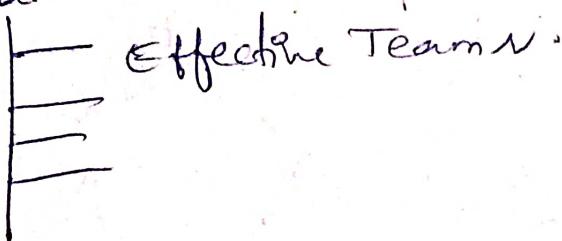
Level 5 Leadership

Each of you have unique talent, so you all excellent.

Date - 26/04/2023

MTP

→ Team



Show some professionalism.

Trust team.

Planning
Organizing
Leading
Controlling

⇒ Monitoring ← periodic check of where you are going.

→ control by Feedback control Model.

→ Balance Score Card.