**ASSIGNMENT**

**Module Code:**

**Module Name: Principle of Management**

**WEIGHTAGE:**

**Instructions to candidates:**

1. **Submit your assignment using Online Campus Assignment submission tool**
2. **Students are advised to underpin their answers with the use of references (cited using Harvard Name System of Referencing)**
3. **Late submission will be awarded zero (0) unless Extenuating Circumstances (EC) are upheld**
4. **Cases of plagiarism will be penalized**
5. **The assignment should be submitted in softcopy**
6. **You must obtain 50% overall to pass this module.**

|  |  |
| --- | --- |
| Assignment Task for Module: | |
| TASK  The purpose of this unit is to develop understanding of Principal of Management.  NOTE:  An ILM Assessment Task provides an opportunity to relate your learning directly to your current organization. It is recommended that you discuss the assignment with your line manager to explore and agree how the task could be used to support the needs of your employer (as well as evidencing your learning as part of completing your ILM qualification).  If you are not currently working within an organization, then you may complete this task in relation to an organization with which you are familiar. This could include experience working in a voluntary capacity  The nominal word count for this assignment is 2500 words: The suggested range is between 2000 and 3000 words, however individuals have different writing styles, and there is no penalty if the word-count range is exceeded. | |
| Check your assignment carefully prior to submission using the assessment criteria. | |
| *Please use the sub-headings shown below when structuring your Assignment* | **Assessment Criteria** |
| Understanding Principal of Management  You are required to provide the definition Principle of Management and briefly describe the Principle.  Explain and brief on Management Activities and you are required to provide relevant examples.  Explain and describe the functions of Management and the main duties. Also elaborate how the Functions apply in reality.  You are then required to explain the Importance of Management and the level of management, with clear explanation and relevant example for your findings.  Explain and describe the Style and Leadership in Management. You are required to provide clear explanations with examples about each qualities of management under this topic.  You are then required to brief the importance of Administrative Management. Also explain the differences in between Administrative Management and Scientific Management.  Describe the Project Management. Elaborate the full concept and elements in Project Management. Provide clear explanation with relevant example.  Explain on Behavioral Management and the contributions. You are required to prepare an article on Behavioral Management. Write an Article about Behavioral Management and how does it helpful in Management studies. | * Define the Principle of Management in detail.   Explain the activities of Management team.  (20 Marks)   * Describe the Functions Of Management and the Core duties of Management Team.   Brief on Important of Management and the Level of Management.  (20 Marks)   * Define the Style and Leadership in Management and explain in detail on the qualities portrays in above topic.   Explain the Importance of Administrative Management and find the difference between Administrative & Scientific Management.  (20 Marks)   * Explain about the Project Management in full.   Brief on what is Behavioral Management all about. ( Prepare an Article)  (20 Marks) |
| By submitting I confirm that this assignment is my own work | |

# Assignment Assessment Criteria

The criteria below detail the areas, which will be taken into account when the assignment is marked.

1. To address the subject satisfactorily, the assignment length should be in a maximum of 13,000 words. A typed format is mandatory.

Pass assignments are expected to be legible, tidy, well organized and written in clear understandable English. The report should include an executive summary or abstract at the beginning and end with clear conclusions and recommendations. If you have any problems with report formats, please do not hesitate to contact the course coordinator.

1. High grades [70%, 75%, +80%] need to demonstrate sustained coherent analytical ability. A systematic approach to analysis and evaluation is required for grades 60% to 85% - for grades at the higher end of the scale, integration and synthesis is a requirement. The quality of the arguments used to develop and support prescriptions/recommendations are, in our view, the essential test of integration.
2. Evidence of reading and some understanding of models and concepts are needed to achieve a pass grade [40%]. Integration of theory and practice is expected for any grade above 65%.
3. You are expected to clearly state any assumptions you make, and support statements and theories by referencing to appropriate sources.

Attention will be paid to:

* **Critical evaluation and discussion**. Issues will be dealt with deeper and on an analytical plane, based on good research - with industry examples, data projections and commentaries.
* **Balanced researched materials**. Appropriate and different sources which must include sufficient academic research, not just secondary research from URLs
* **Proper referencing and citation.** Harvard Referencing is a must. Citation must include, apart from the normal details, the page number from where the issue for discussion has been taken. (Refer to Handbook for penalty on plagiarism)