

Name of Assistant Professor: Ritu Choudhary

Class B.Com I (2022-23)

Subject Business Management

Lesson Plan:

Week 1
Business an Introduction-meaning, characteristics ,objectives of business
Week 2
Scope of business-Primary Industry, secondary and Tertiary Industry
Week 3
Management an introduction-Definitions, nature, process, significance
Week 4
Management and social Responsibility , management –An Art or a Science Assignment I
Week 5
Development of management thought –Classical, Neo- Classical Approaches and Modern Approaches
Week 6
Planning-Definitions,nature,process
Week 7
Planning –limitations, Requisites of Effective planning Types of plans-Mission , policies, Procedures, Rules, Strategy, programme, Budget Assignment II
Week 8
Decision Making-Definitions, Nature, Process, Importance, principles, Assignment -II
Week 9
Management by objectives-meaning ,features, Process, Importance of MBO, Limitation, suggestins

Week 10
Organising –meaning,Nature, process, formal and informal organization
Week 11
Principles and significance of organising
Week 12
Forms of organization structure and contingency factors Departmentation-Need and Basis
Week 13 Authority and Responsibility
Week 14
Decentralisation and Centralisatin
Week 15
Revision
Week 16
Revision

Note: - Assignment will be given to students time to time.