

BBA I Year	BBA-C101		Semester-I		
	Fundamentals of Management and Organisational Behaviour				
Time Allotted for End Semester Examination	Marks Allotted for Internal Assessment	Marks Allotted for End Term Examination(ESE)	Maximum Marks (MM)	Total Credits	Maximum Hours
3 Hrs.	30(20+10)	70	100	04	40

	Course Outcomes:	Mapped Program Outcomes
CO.1	To understand the nature of management and describe the functions of management.	PO.1, PO.2, PO.3, PO.7
CO.2	To develop understanding of different approaches to designing organizational structures.	PO.1, PO.2, PO.3, PO.4, PO.5, PO.7, PO.8
CO.3	To discover and understand the concept of motivation, leadership, power and conflict.	PO.1, PO.2, PO.3, PO.4, PO.5, PO.7, PO.8
CO.4	To explain students to describe how people behave under different conditions and understand why people behave as they do.	PO.1, PO.2, PO.3, PO.4, PO.5, PO.7, PO.8

- Evolution of Management Theory. Managerial functions and Roles. Overview of Planning: Types of Plans & The planning process; Decision making: Process, Types and Techniques. Control: Function, Process and types of Control. **(8 hours)**
- Principles of organizing: Common organisational structures; Delegation & Decentralization: Factors affecting the extent of decentralization, Process and Principles of delegation. **(8 hours)**
- Importance of organizational Behaviour, Perception: Concept, Nature, Process, Personality, Learning: Concept and Theories of Learning, Motivation: Concepts and their application, Charismatic & Transformational Leadership. **(8 hours)**
- Groups and Teams: Definition, Difference between Groups and teams; Stages of Group Development, Group Cohesiveness, Types of teams. Analysis of Interpersonal Relationship: Transactional Analysis, Johari Window. **(8 hours)**
- Conflict: Concept, Sources, Types, Stages of conflict, Management of conflict, Organisational Change: Concept, Resistance to change, managing resistance to change, Implementing Change, Kurt Lewin Theory of Change. Managing Stress: Insights from Indian ethos. **(8 hours)**

#### SUGGESTED READINGS:

- 1) Robbins Stephen P (2019). *Essentials of Organization Behavior*: Pearson.
- 2) Robbins Stephen P and Judge T.A. (2017) *Organisational Behaviour*: Pearson.
- 3) Stephen P. Robbins & Mary Coulter (2017) *Management*: Pearson.
- 4) Newstrom J. W., & Davis, K. (2011). *Human behavior at work*. McGraw Hill.
- 5) Nelson, D , Quick, J.C., & Khandelwal, P., (2011). *ORGB* . Cengage Learning.

**NOTE:** The list of cases, specific references and books including recent articles will be announced in the class by concerned teachers from time to time.

