

**SUBJECT CODE : RACCA8**

**ALLIED COURSE – VI – BUSINESS MANAGEMENT**

**UNIT – I**

Concept of Management – Evolution of Management Thought – Management – Science or Art – Functions – Approaches to Management.

**UNIT – II**

Planning – Objectives – Strategies policies – Planning premises – Decision making – Social Responsibilities.

**UNIT – III**

Organising – nature – structure – Departmentation – Principles of organization – Line - staff conflict Authority – Decentralization – Effective organization – organization charts - Informal organizations.

**UNIT – IV**

Leadership – Human factors – Kinds of Leadership – Motivation, Morale – Committees and Group Decisions.

**UNIT – V**

Co-ordination – control – Delegation – communication

**Text Books Recommended:**

1. Principles of management – L.M.Prasad
2. Principles of management – Sherlekar
3. Business management – Dinkar and Pegare
4. Principles of management – Tripathi & Reddy
5. Essentials of management – Koontz and “O” Donnel (TMH)
6. Business Organization – Dr. S.C.Saxena.