

Semester : 1 st			
Course Title: MANAGEMENT PRINCIPLES AND ORGANIZATIONAL BEHAVIOUR			
Course Code: B23-BBA-102			
S. No.	Lecture No.	Topics to be covered	Target Outcome
1	1	Overview of Management – a) Definition, Nature, Importance	CO1
2	2	b) Levels of Management – Top, Middle, and Operational Levels and the roles and skills required in managers	CO2
3	3	c) Functions of Management – Planning, Organizing, Leading, and Controlling	CO2
4	4	Evolution of Management Thought: a) Early Management Approaches – Classical, Behavioural, and Quantitative	CO1
5	5	b) Scientific Management (Taylor), Administrative Management (Fayol)	CO1
6	6	c) Hawthorne Experiments and Human Relations Approach	CO1
7	7	Management Functions: Planning a) Nature, Importance and Types of Planning	CO2
8	8	b) Steps in Planning Process	CO2
9	9	c) Decision-Making – Definition, Process, and Types of Decisions	CO2
10	10	Revision	
11	11	Management by Objectives and Strategic Planning :a) Management by Objectives (MBO) – Concept and Process	CO2
12	12	b) Strategic Planning – Definition and Key Elements	CO2
13	13	c) Tools for Strategic Planning – SWOT Analysis	CO2
14	14	Organizing Function Organizing – a) Definition, Importance, and Process	CO3
15	15	b) Organizational Structure – Types (Functional, Divisional, Matrix)	CO3
16	16	c) Delegation of Authority and Responsibility – Importance and Barriers	CO3
17	17	Types of Organizations: Formal and Informal Organizations	CO3
18	18	Centralization vs Decentralization	CO3
19	19	Departmentalization – Functional, Product, and Geographical	CO3
20	20	Revision	
21	21	Leading Function :a) Leadership – Definition, Traits, and Styles	CO3
22	22	b) Theories of Leadership – Trait, Behavioral , Contingency	CO3
24	24	Theories of Motivation: a) Maslow's Hierarchy of Needs	CO3
25	25	b) Herzberg's Two-Factor Theory	CO3
26	26	c) McGregor's Theory X and Theory Y	CO3

27	27	Controlling Function :a) Controlling – Definition, Importance, and Process	CO3
28	28	b) Types of Control – Feedforward, Concurrent, and Feedback Control	CO3
29	29	c) Techniques of Control – Budgeting, Audits, and Performance Appraisal	CO3
30	30	Emerging Trends in Management :a) Contemporary Issues in Management – CSR, Ethical Management, Sustainability	CO2
31	31	b) Technology and Innovation in Management	CO2
32	32	c) Role of AI and Data Analytics in Decision-Making	CO2
33	33	Revision	
34	34	Introduction to Organisational Behaviour (OB) :a) Definition and Importance of Organisational Behaviour	CO4
35	35	b) Key Elements of OB – Individuals, Groups, and Organizational Systems	CO4
36	36	c) Impact of OB on Management Practices	CO4
37	37	Individual Behaviour in Organizations : a) Personality and Individual Differences – Impact on Behaviour	CO4
38	38	b) Perception, Attitudes, and Job Satisfaction – Influence on Workplace Behaviour	CO4
39	39	Revision	
40	40	Revision	