



## Lesson Plan

### MANAGEMENT CONCEPTS & ORGANISATIONAL BEHAVIOUR

**Program:** MBA (Regular)    **Semester:** I    **Course Code:** KMBN101    **Course:** MBA

**Name:** MANAGEMENT CONCEPTS & ORGANISATIONAL BEHAVIOUR

#### Course Objectives

**(CO1):** To provide basic understandings of management processes

**(CO2):** To help the students understand the concepts of organizational behavior

**(CO3):** To apply the concepts of management and organizational behaviors in real world situations

**(CO4):** Familiarizing the students with the contemporary issues in management.

**(CO5):** Developing managerial and leadership skills among students

**Session Duration:** 60 minutes

**Participants:** MBA 1st yr. students

#### Entry level knowledge and skills of students

- i. Basic reading and writing skill, concept Knowledge, soft skills, creativity and innovation
- ii. Analytics, self-motivation, flexibility and adaptability.
- iii. Learning capacity

#### Equipment required in Classroom/ Laboratory/ Workshop

- i. Projectors, board/markers, case material, etc.

#### Assessment Schemes

S. No.	Criteria	Marks (150)
1	AKTU End Term Examination	100
2	Internal Evaluation Scheme	50
2(a)	Class Tests	30
2(a)(i)	Class Test-I	15
2(a)(ii)	Class Test-II	15
2(b)	Teacher Assessment (Continuous Evaluation)	20
2(b)(i)	Attendance	5
2(b)(ii)	Case Study/Topic Based Presentation	5
2(b)(iii)	*GD	10
	*MCQ Based Assignment	2

**Course Outcomes** (starting with action-oriented observable and measurable verb)

**(CO1):** Developing understanding of managerial practices and their perspectives. Knowledge (K 2), Remembering (K1)

**(CO2):** Understanding and applying the concepts of organizational behavior. Knowledge (K 2), Applying (K 4)



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**(CO3):** Applying the concepts of management and analyze organizational behaviors in real world situations.

Applying (K 4), Analyzing (K 5)

**(CO4):** Comprehend and practice contemporary issues in management. Comprehending (K 3)

**(CO5):** Applying managerial and leadership skills among students. Applying (K4)

L. No.	Topics	Sub Topics	Date of implementation	Pedagogy	CO-Covered	Faculty Sign	HoD's Remark with Date
<b>Unit - 1</b>							
1.	Fundamentals of Management:	Management practices from past to present,		Lecture	CO1		
2.	Fundamentals of Management:	Different levels of management, Managerial skills and		Lecture	CO1		
3.	Fundamentals of Management:	Managerial Functions,		Lecture	CO1, CO3		
4.	Planning-	Objective of planning, Planning process,		Lecture	CO1		
5.	Planning-	Types of planning, Types of plans,		Lecture	CO1		
6.	Planning-	Management by Objective,		Lecture	CO1		
7.	Decision-making	types, process & techniques,		Lecture	CO1		
8.	Case Studies	Case Studies		Case study	CO3		
<b>Unit - 2</b>							
9.	Organizing & Staffing-	types of organization,		Lecture	CO1		
10.	Organizing & Staffing-	Organization structure and decentralization of authority,		Lecture	CO1, CO3		
11.	Staffing-	Meaning of staffing, Recruitment,		Lecture	CO1, CO3		
12.		selection and placement,		Lecture	CO4		
13.	Staffing-	Training & development		Lecture	CO1		
14.	Directing & Controlling-	Principle of directing, Essence of coordination,		Lecture	CO1		
15.	Directing & Controlling-	Different control techniques, Management by exception.		Lecture	CO1		



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16.	Case Studies/quiz	Case discussion		Discussion and group presentation	CO3, CO4		
<b>Unit – 3</b>							
17.	Fundamentals of individual behavior,	Personality, types of personality, Personal effectiveness,		Lecture	CO2		
18.	Fundamentals of individual behavior,	meaning of Attitudes, Types, Components,		Lecture	CO2		
19.	Fundamentals of individual behavior,	Attitude formation and attitude change.		Lecture	CO3, CO4		
20.	Group behavior	Meaning & Type of Group Behavior,		Lecture	CO2		
21.	Group behavior	Interpersonal skills,		role play	CO4, CO5		
22.	Group behavior	Transactional Analysis,		Lecture	CO4, CO5		
23.	Group behavior	Johari Window		Lecture	CO4		
24.	Case Studies/quiz	Cases		Group discussion	CO5		
<b>Unit - 4</b>							
25.	Motivation:	Meaning, Theory of Motivation: Maslow's,		Lecture	CO2		
26.	Motivation: Theories	Herzberg's, McClelland, Contemporary theories of Motivation		Lecture	CO2, CO3		
27.	Motivation: Theories	Self Determination Theory, Self-Efficacy Theory, Vroom's Expectancy Theory,		Lecture	CO2,		
28.	Motivation: Theories	Equity Theory, Reinforcement Theory,		Lecture	CO2		
29.	Perception:	Meaning of Perception		Lecture			
30.	Perception:	Perception-process		Lecture	CO4		
31.	Perception:	Behavioral applications of perception.		Lecture	CO4		
32.	Case study	Cases		Brain storming	CO5		
<b>Unit - 5</b>							



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33.	Leadership:	What is leadership, types of leaders and leadership styles, traits		Lecture	CO2		
34.	Leadership:	Qualities of effective leader trait theory,		Lecture	CO2		
35.	Leadership:	LSM – Leadership Situational Model		Lecture			
36.	Team Building:	Meaning, Overview		Lecture	CO3, CO4		
37.	Team Building:	Tuckman Model of Team Development		Lecture	CO4		
38.	Organizational Change:	Meaning of organizational change approaches to managing organizational change,		Lecture	CO2		
39.	Organizational Change:	Creating a culture for change, implementing the change, Kurt Lewin Model of change.		Lecture	CO2		
40.	Case Studies	case		Brain storming session	CO2		
<b>Revision</b>							
41.	Unit-1	Fundamentals of Management, Planning and Decision-making		Discussion and inquiry-based session	CO1		
42.	Unit-2	Organizing & Staffing, Directing and controlling		Problem solving Discussion and inquiry-based session	CO1		
43.	Unit-3	Fundamentals of individual behavior, Group behavior		Problem solving Discussion and inquiry-based session	CO2		
44.	Unit-4	Motivation, perception		Problem solving Discussion and inquiry-based session	CO2		
45.	Unit-5	Leadership, organizational change, team building		Problem solving Discussion	CO2		



				and inquiry-based session			
46.	UNIT-1/2 CLASS TEST/QUIZ			MCQ/Written test	CO1, CO3		
47.	Unit-3/4 CLASS TEST/QUIZ			MCQ/Written test	CO3		
48.	Unit-5 CLASS TEST/QUIZ			MCQ/Written test	CO3		

### Reference Books:

1. Koontz Harold & Weihrich Heinz – Essentials of management (Tata McGraw Hill, 8th Edition)
2. L. M. Prasad- Principles and Practices of Management, Sulatn Chand & Sons, 7th edition, 2007.
3. V S P Rao, V Harikrishna -Management :text and cases, EXCEL Books,10<sup>th</sup> edition
4. Stephen P. Robbins, —Organizational Behaviour||, 12th Edition, Prentice Hall
5. Robbins & Coulter - Management (Prentice Hall of India, 9th Edition)
6. Principles of Management, George R. Terry & S.G. Franklin, AITBS, Delhi.
7. Fred Luthans, —Organizational Behaviour||, 12th Edition, McGraw Hill International Edition
8. Aswathappa K, —Organizational Behaviour (Text, Cases and Games), Himalaya Publication

### Journals:

- The Economist
- Harvard Business Review (HBR)
- Online blogs
- Business Today
- Business World
- Business Line

### Electronic Database:

- [HBS Working Knowledge](#)
- [HBR on Marketing](#)
- [Kellogg Insight](#)
- [Business Line Catalyst](#)
- [American Marketing Association Publications](#)
- <https://hostnezt.com/cssfiles/businessadmin/Organizational%20Behavior%20By%20Stephen%20P%20Robbins%20&%20Timothy%20A%20Judge%205th%20Ed.pdf>
- <https://ccsuniversity.ac.in/bridge-library/pdf/HM-204-Human%20Resource%20Managment.pdf>
- <https://www.pdfdrive.com/organisation-behaviour-e5901548.html>
- <https://old.mu.ac.in/wp-content/uploads/2014/04/Management-PAPER-II-Organizational-Behavior-final-book.pdf>
- [https://www.academia.edu/36739565/Organizational\\_Behaviour\\_book](https://www.academia.edu/36739565/Organizational_Behaviour_book)
- <https://open.lib.umn.edu/organizationalbehavior/>



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- <https://2012books.lardbucket.org/pdfs/an-introduction-to-organizational-behavior-v1.1.pdf>
- [https://www.macmillanlearning.co.uk/resources/sample-chapters/9781137429445\\_sample.pdf](https://www.macmillanlearning.co.uk/resources/sample-chapters/9781137429445_sample.pdf)