



SMRJ Government College, Siwani (Bhiwani)

(Affiliated to Chaudhary Bansi Lal University, Bhiwani)

Session: 2024-25

Lesson Plan

(Department of Commerce)



Teacher: Prof. Dr. Satyapal Singh
Class: B.Com. I
Semester: 1st
Maximum Marks: 100
End Term Exam Marks: 70

Course Type & Title: CC-3, Business Management
Course Code: 24UN-COM-103
Credits: 4
Internal Assessment Marks: 30
Practical Marks: NIL

Course Outcomes:

After completing this course, the learner will be able to:

- Gain knowledge about the conceptual framework of business management; development of management thought and knowing the emerging management thoughts.
- Understand the utility and application of planning and organizing functions of management.
- Assimilate and use the concepts of delegation, decentralization and staffing in organization.
- Comprehend the concept and applications of leadership styles, and controlling practices in organizations

Sr. No.	Week/Month, 2024	Unit/ Topic/ Chapter to be covered	Assignment/Test/Remarks, if any
1	22.07.2024 – 27.07.2024	Introduction to Management: characteristics and significance, process and functions of management;	Test
2	29.07.2024 – 03.08.2024	Management: as science, art and profession; Approaches to management	
3	05.08.2024 – 10.08.2024	Classical and neo classical approach, behavioral approach,.	
4	12.08.2024 – 17.08.2024	Management science approach, systems approach and contingency approach;	Assignment
5	19.08.2024 – 24.08.2024	Emerging management concepts	
6	26.08.2024 – 31.08.2024	Planning: process and importance; Types of plans: Policy, programme, strategy, vision, mission, goals and objectives	
7	02.09.2024 – 07.09.2024	Organizing: Principles and benefits of organizations; Organizational structure: Functional, line and staff, matrix,	
8	09.09.2024 – 14.09.2024	Organizational structure for large scale business organization, Virtual organization.	

9	16.09.2024 – 21.09.2024	Staffing: Importance, scope and modes of staffing	
10	23.09.2024 – 28.09.2024	Delegation: Advantages, barriers to delegation, guidelines for effective delegation	
11	30.09.2024 – 05.10.2024	Decentralization and Centralization: Advantages and disadvantages; Factors influencing decentralization; Directing; Coordination	
12	07.10.2024 – 12.10.2024	Controlling: Characteristics and process of control, prerequisites of an effective control system, controlling techniques.	
13	14.10.2024 – 19.10.2024	Motivation: Objectives and significance; Approaches to motivation	
14	21.10.2024 – 26.10.2024	Leadership: Significance and functions; Leadership styles; Approaches to leadership	
15	04.11.2024 – 09.11.2024	Revision	
16	11.11.2024 – 16.11.2024	Revision	
17	18.11.2024 – 23.11.2024	Revision	

Recommended Books/ E resources/ LMS:

- Basu, C, Business Organisation and Management, Mc Graw Hill Education.
- Bhattacharya Kumar Deepak, Principles of Management, Pearson, New Delhi.
- Gupta, C.B.: Management: Theory and Practice, Sultan Chand & Sons, New Delhi
- O'Donnel Cyril & Koontz Harold, Management, Mc Graw Hill, New Delhi.
- Stephen P Robbins, David AD eCenzo, Fundamentals of Management, Essential Concepts and Applications
- Tripathi, P.C. & Reddy, P.N. Principles of Management, Tata Mc Graw Hill, New Delhi.


Signature of the teacher concerned

Head of the Department