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Subject :- OCM

Q1]

1]

⇒ 14 principles of management are developed by Henry Fayol

2]

⇒ Management principles influence human behaviour

3] ⇒ Concentration of power of authority is stated in principle of Centralization

4]

⇒ According to the principle of Equity all employees should be given same treatment.

5]

⇒ F.W. Taylor is called as father of Scientific management.

Q2]

a]

⇒ Henry Fayol → French engineer

b]

⇒ Principle of unity of command → One man ^{many} boss

c.]

⇒ Time study → Study the time required for job.

d.]

⇒ F.W. Taylor → Father of Scientific Management

e.]

⇒ Management Principles → Universal

Q3]

1.]

⇒ Father of modern management → Henry Fayol

2.]

⇒ Father of Scientific management → F.W. Taylor

3.]

⇒ The principle which says team spirit is strength
→ Esprit de Corps

4.]

⇒ The principle of management that says the work should be divided into parts.
→ Division of work

5.]

⇒ The principle of management explaining ~~importance of~~ payment to workers.

→ Principle management

Q4.]

1.]

⇒ Significance of principle of management.

(i) Provides useful insight to managers: =

The principle of management help to manager understand organization. The study of principle to improve understanding the situation and problems. It help manager find the solution problems and handle situation. Management principle outcome experience of professional people.

(ii) Helpful in efficient utilization of resources: =

Every organization two types

(i) Physical resources → machines, material.

(ii) human resources → manpower.

The basic function of management to make proper balance between resources them by optimum use and control on wastage of resources. It helps cordial relationship between management and employees increases efficiency level of employees.

(iii) Scientific decisions :-

In Organization Scientific decision means balanced decision. Principles which managers handle situation the managers work with logical and correct method.

(iv) Understanding social responsibility :-

Management principles based on aspect of organization. They not developed only from view point of resources effectively they guide management in understand social responsibility.

(v) Helps to coordinate and ^{control} approach :-

Management principles are guidelines better coordination and control. It is lengthy to create coordination and cooperation different employees work in different department.

3.]

⇒ Five principle of scientific management :-

(i) Science, Not Rule of Thumb :-

In to increase organization efficiency, Role of Thumb method be substituted with method developed through scientific analysis. Rule of Thumb decision are on personal judgement of managers. Taylor upon scientific method every small work.

(ii) Mental Revolution :-

Taylor introduced concept of Mental Revolution. This principle focus on change in attitude of employees and management. Both realize their importance in organization.

(iii) Division of Responsibility :-

Proper division of work always with division of responsibility between manager and employees. Major planning done by top level and middle level management authorities employees are execution.

(iv) Harmony, Not Discord :-

According to principle should be harmony between management and employees. Coordination help minimizing conflict. Organization that maximum prosperity of employees.

(v) Cooperation, Not Individualism :-

Principle emphasizes on mutual cooperation between workforce management and employees. Management always consider suggestion by employees in decision making.

Q5.]

⇒ 14 principle of Management :-

(i) Principle of Discipline :-

According to Fayol, discipline most essential thing in organization. Discipline helps to achieve goal in organization. Good discipline is result effective leadership.

(ii) Principle of Unity of Direction :-

Principle state that should be one head and one plan in organization.

(iii) Principle of Unity of Command :-

Member of organization receive orders from only superior. This principle help managing conflict and disputes in organization.

(iv) Principle of authority and Responsibility :-

Authority is right to take decision. It necessary to get things from subordinate. Authority comes with responsibility. Manager should have proper authorities and managerial decision own respect to goal.

(v) Principle of Scalar ~~Management~~ ^{Chain}

The Chain means hierarchy of authority from top level to lower level for communication. This helps ensure flow of information and communication.

(vi) Principle of Remuneration :-

Remuneration of principle is to staff or employees to keep satisfied financially well them for long span of time the organization.

(vii) Principle of Centralization :-

Centralization refers to concentration of power in few authorities. This situation in small organization. If the organization is large than decentralization the power.

(viii) Principle of division of Work :-

According to principle the work is divided different kinds as Financial, technical etc. It assigned to employees their qualities and capabilities.

(ix) Principle of Initiative :-

Initiative refers to Volunteering to work in innovative way. The freedom work on new ideas encourages employees to initiative working.

(X) Principle of Stability :-

~~The~~ Principle states that recruitment of employees the management assure them tenure or job security. Insecurity in job affect efficiency of employees job security minimizes employee ratio.