

LECTURE 1

MANAGEMENT & ORGANISATION BEHAVIOUR

What's Management ?

It is the attainment of organisational goals in an effective and efficient manner of Planning, Organising, Leading and Controlling the organisation's resources.

Efficient : The use of minimal resources to achieve organisation's goal.

Effective : Degree to which the organisation achieves.

Who is a Manager?

Managers are individuals who achieve goals through other people.

They also take the responsibility for the works of their employees.

What are Management Functions?

- Planning
- Organising
- Leading
- Controlling

What are Management Roles?

Introduced by Henry Mintzberg

Interpersonal Roles:

- Figurehead
- Leader
- Liaison

What are Management Roles?

Informational Roles:

- Monitor
- Disseminator
- Spokesperson

What are Management Roles?

Decisional Roles:

- Entrepreneur
- Disturbance Handler
- Resource Allocator
- Negotiator

What are Management Skills?

Introduced Robert Katz

- Technical skills
- Human skills
- Conceptual skills

What's Organisation Behaviour?

A field of study that investigates the impact that individuals, group and structure have on the behaviours within an organisation.

This knowledge is to improve an organisation's effectiveness.

Disciplines of Organisation Behaviour

Psychology:

Science that seeks to measure and explain and sometimes change the behaviour of people.

Sociology:

The study of people in relation to their fellow beings

Disciplines of Organisation Behaviour

Social psychology:

An area combining both that focuses on the influence of people on one another.

Anthropology:

The study of societies to learn about human beings and their activities.

Political Science:

The study of the behaviour of individuals and groups within a political environment.