

COURSE DESCRIPTION			
Program	Computer Application & Business Management		
Course Title	Management Concepts and Organisational Behavior		
Course Code	2252	Semester	II
Type of Course	Theory	Contact Hours	60
Teaching Scheme (L: T:P:R)	4:0:0:0	Credits	4
CIE Marks	40	ESE Marks	60

Introduction

This course provides a comprehensive understanding of management principles and organisational behaviour. It integrates classical and modern management theories with behavioural sciences to help students understand managerial functions, human behaviour at work, leadership, communication, and organisational change.

Course Objectives

1	To introduce fundamental principles and functions of management.
2	To explain planning and organising practices in organisations.
3	To analyse individual and group behaviour in the workplace.
4	To develop understanding of leadership, communication, and organisational change.

Course Pre-requisite

Topic	Course code	Course Title	Semester
NIL			

Course Outcome

CO	Course Outcome	Blooms Taxonomy Level
CO1	Explain the fundamental concepts, functions, evolution, and emerging trends of management.	Understand
CO2	Apply planning and organising principles to design effective organisational structures and processes.	Understand
CO3	Analyse individual behaviour and motivation in organisational settings using OB theories.	Understand
CO4	Evaluate group dynamics, leadership, communication, and organisational change for managerial effectiveness.	Apply

CO-PO mapping

COURSE ARTICULATION MATRIX											
Course Outcomes	PROGRAM OUTCOMES										
	PO1	PO2	PO3	PO4	PO5	PO6	PO7	PO8	PO9	PO10	PO11
CO1	3	2	2	-	-	2	-	-	-	3	2
CO2	3	3	3	2	-	2	-	2	-	3	-
CO3	3	3	2	2	-	2	-	2	-	2	-
CO4	3	3	3	2	-	3	2	3	2	3	2
Total	12	11	10	6	-	9	2	7	2	11	4
Correlation Level	3	2.75	2.5	2	-	2.25	2	2.33	2	2.75	2

Legends: 1 - Low; 2 - Medium; 3 - High; No Correlation - "-"

Teaching and Assessment Scheme

Teaching Scheme/Week				Self-learning (SS)/Week	Total Hours/Semester	Credits C	Examination Scheme					
							Theory			Practical		
L	T	P	S				CIE	ESE	Total	CIE	ESE	Total
4	0	0	0	6	60	4	40	60	100	0	0	0

L: Lecture (One unit is of one-hour duration with one credit), T: Tutorial (One unit is of one-hour duration with one credit), P: Practical (One unit is of one-hour duration with 0.5 credit), S: Project (One unit is of one-hour duration with 0.5 credit) SS: Self-Learning, CIE: Continuous Internal Evaluation, ESE: End Semester Examination

Syllabus – Major Topics

Module	Title	Major Topics	Instructional Hours	
			L	T
Module I	Fundamental principles and functions of management	Meaning and Nature of Management - Definition, nature, scope, importance - Levels of management & roles - Functions of Management - Management Vs Administration - Evolution and Emerging Trends	15	0
Module II	Planning and organising practices in organisations	Planning - Decision making - Organising - Organisation Structure - Delegation and Coordination	15	0
Module III	Individual and group behaviour in the workplace	Introduction to OB - Individual behaviour - Motivation - Learning	15	0
Module IV	Group Behaviour and Leadership	Groups and Teamwork - Conflict and Negotiation - Leadership - Communication - Organisational Change	15	0

Detailed Syllabus

Subtopic	Student Learning Outcome	Mode of delivery (L/T)	Mapped CO	Taxonomy Level	Instructional Hours
Module I					
Meaning and Nature of Management	Define management, explain its nature, scope and importance	L	CO1	Understand	2
Levels and Roles of Management	Describe the levels of management, Mintzberg's roles, Span of Management	L	CO1	Understand	4
Functions of Management	Explain the functions - Planning, Organizing, Staffing, Directing, Coordinating, Reporting and Budgeting	L	CO1	Understand	4
Management Vs Administration	Give the conceptual differences as a table	L	CO1	Understand	1
Evolution and Emerging Trends	Explain the major contributions of Taylor, Fayol. Describe the importance and applications of -MBO, TQM, CSR	L	CO1	Apply	4
Module II					
Planning	Discuss the nature, objectives, steps, and types of plans	L	CO2	Understand	3
Decision Making	Explain the process, and types of decisions	L	CO2	Understand	3
Organising	Describe the process and principles	L	CO2	Understand	2
Organisation Structure	Explain line, functional, matrix, and project structures	L	CO2	Understand	3
Delegation and Coordination	Describe authority, responsibility, and accountability. Explain the features of coordination, essence of management, and its importance	L	CO2	Understand	4
Module III					
Introduction to OB	Describe the meaning, scope, and importance	L	CO3	Understand	2
Individual Behaviour	Discuss the key personality traits, determinants, types of Personality, perception, factors influencing perception. meaning and examples of attitudes and values	L	CO3	Apply	5
Motivation	Explain the basic motivational theories of Maslow, Herzberg, McGregor, Vroom	L	CO3	Apply	4
Learning	Describe classical, operant, and social learning theories	L	CO3	Apply	4
Module IV					
Groups and Teamwork	Explain the types of groups, characteristics, group cohesion, team building, team Vs group types of teams, and team effectiveness	L	CO4	Understand	4
Conflict and Negotiation	Identify the reasons for conflicts, explain the types of conflicts, and their management techniques	L	CO4	Understand	3

Leadership	Understand the styles and theories of leadership	L	CO4	Understand	4
Communication	Describe the process, barriers, and effectiveness of communication	L	CO4	Remember	2
Organisational Change	Define organisational change, understand resistance to change and ways to managing change	L	CO4	Understand	2

Suggested Student Activities for Self-Learning

Week	Self-Learning description	Hours
Module I		
1	- Study the topics taught in class - Management in Daily Life – Reflection Note: Identify five daily activities and relate them to management functions. - Or any related activity	6
2	- Study the topics taught in class - Evolution of Management – Comparison Chart: Compare Taylor, Fayol, Mayo, and Drucker. - Or any related activity	6
3	- Study the topics taught in class - Mintzberg Role Mapping Assignment: Map real-life managerial activities to Mintzberg's roles. - Or any related activity	6
4	- Study the topics taught in class - Management vs Administration – Case Snapshot: One-page comparison in different organisations. - Or any related activity	6
Module II		
5	- Study the topics taught in class - Emerging Trends Poster / Infographic: Prepare a visual on CSR, TQM, MBO, or Digital Management. - Or any related activity	6
6	- Study the topics taught in class - Personal Planning Exercise: Prepare a weekly personal plan using planning principles. - Or any related activity	6
7	- Study the topics taught in class - item 2 - Or any related activity	6
8	- Study the topics taught in class - Mini Organising Project: Plan task division and coordination for a college event. - Or any related activity	6
Module III		
9	- Study the topics taught in class - Personality Self-Assessment: Analyse personal traits and group behaviour impact. - Or any related activity	6
10	- Study the topics taught in class - Perception in Action – Observation Task: Explain differing perceptions in a real situation. - Or any related activity	6
11	- Study the topics taught in class - Motivation Theory Application: Apply one theory to students or employees. - Or any related activity	6
12	- Study the topics taught in class - Learning Theory Case: Identify classical, operant, or social learning examples. - Or any related activity	6
Module IV		
13	- Conflict Handling Reflection: Analyse a conflict and resolution method. - Or any related activity	6
14	- Leadership Style Case Study: Evaluate a real leader's style and impact. - Or any related activity	6
15	- Communication Barrier Audit: Identify student communication barriers and solutions. - Or any related activity	6
Total Self-Learning hours		90

Learning Resources

TEXT BOOK			
Sl. No.	Title	Author	Publication

1	Organisational Behaviour	S.S.Khanka	S.Chand
2	Principles and Practice of Management	L.M.Prasad	Sulthan Chand

REFERENCE			
Sl. No.	Title	Author	Publication
1	Organisational Behaviour	Stephen P. Robbins & Timothy A. Judge	Pearson
2	Essentials of Management	Koontz & Weihrich	McGraw-Hill

WEB RESOURCES		
Sl. No.	URL	Modules Covered
1	https://www.managementstudyguide.com/all-subjects.htm	All
2	https://www.geeksforgeeks.org/business-studies/organisational-behaviour-concept-nature-and-role/	III & IV

Assessment Methodology - Theory

Mode	Attendance	CA1	CA2	CA3	CA4	CA5	CA6	ESE
		Self-learning activities (Module 1)	Self-learning activities (Module 2)	Self-learning activities (Module 3)	Self-learning activities (Module 4)	Series Exam (2 modules)	Series Exam (2 modules)	Written Exam (theory)
Duration						2 hours	2 hours	2.5 hours
Exam mark		15	15	15	15	50	50	60
Converted to						20	20	
Marks	5	15				20		60
Total	40							60
Tentative schedule	End of semester	By 4th week	By 7th week	By 11th week	By 14th week	8th week	15th week	End of semester

Series Examination Pattern- Theory

Time	Module	Part A	Marks	Part B	Marks	Part C (With choice)	Marks	Total
2 hours	Any one module	2	1	3	3	2	7	25
	Any one module	2	1	3	3	2	7	25
	Number	4		6		4		50

End Semester Examination Pattern of Question Paper - Theory

Duration	Module	TYPE OF QUESTIONS						
		Part A (2 Questions from each module)		Part B 2 out of 3 questions from each module)		Part C (1 set questions with choice from each module)		Total Marks
		No. of Questions	Marks (1 mark each)	No. of Questions	Marks (3 marks each)	No. of Questions	Marks (7 marks each)	
2.5 hours	1	2	2	3	6	1 set	7	15
	2	2	2	3	6	1 set	7	15
	3	2	2	3	6	1 set	7	15
	4	2	2	3	6	1 set	7	15
		8	8	12	24	4 sets	28	60