

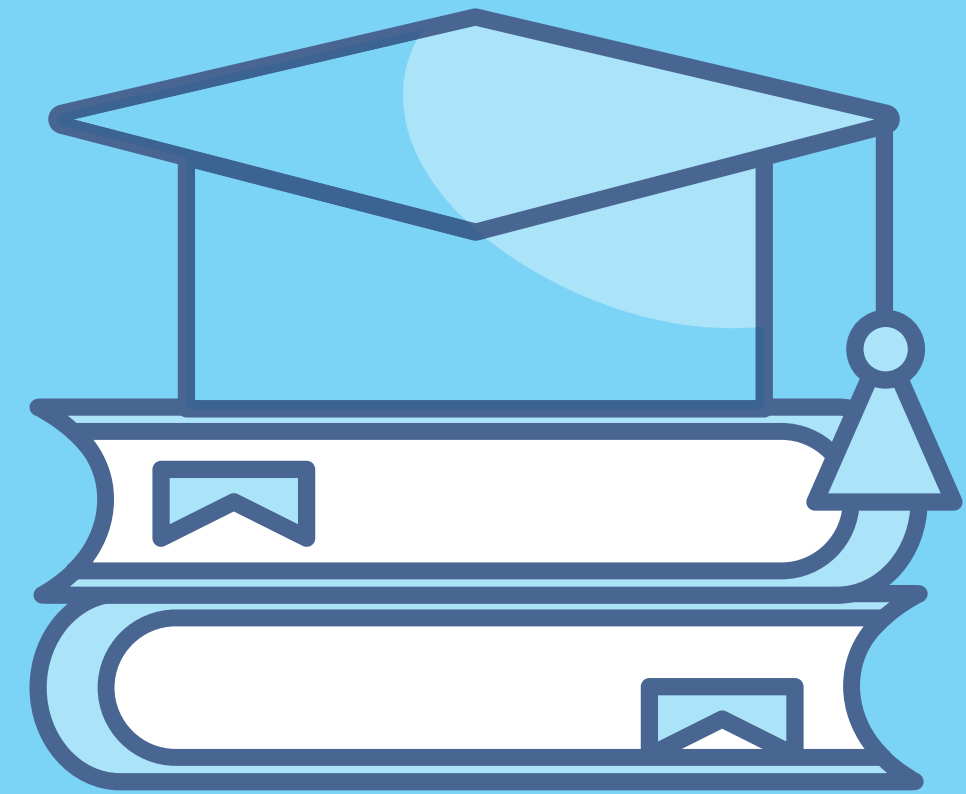


FUNCTIONS OF MANAGEMENT

PRINCIPLES OF MANAGEMENT (HS-HU701)

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ELECTRONICS & COMMUNICATION ENGINEERING



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Introduction

- Management principles are the activities or guidelines that managers use to plan, organize, lead, and control the resources and goals of an organization, department, team, or individual.
- They are designed to be timeless statements that define a management culture and involve all stakeholders.
- They are based on established rules and regulations that have been followed for a long time and proven to be effective.



Primary Functions

There are Five Primary Functions of Management



Planning

- Planning is future-oriented and determines an organization's direction.
- It is a rational and systematic way of making decisions today that will affect the future of the company.
- It involves predicting the future as well as attempting to control the events



Organizing

- Organizing involves determining how activities and resources are to be assembled and coordinated.
- It involves assigning tasks, grouping tasks into departments, delegating authority, and allocating resources across the organization.



Staffing

- Staffing involves filling positions within the organization with qualified individuals.
- It includes identifying workforce requirements, recruiting suitable candidates, selecting the best candidates, and training them.



Directing

- Directing involves leading, influencing, and motivating employees to perform their roles effectively.
- It includes communicating with employees, providing guidance and support, and resolving conflicts.



Controlling

- Controlling involves monitoring performance against goals, identifying deviations from plans, and taking corrective action when necessary.
- It includes setting performance standards, measuring actual performance, comparing actual performance to standards, and making adjustments as needed.



Conclusion

- The five primary functions of management are essential for achieving organizational goals.
- Effective management involves performing these functions in a coordinated manner to achieve desired outcomes.





Thank
you!