

ST. JOSEPH'S COLLEGE, HASSAN

(Affiliated to the University of Mysore)

LESSON PLAN 2018-2019(Even Semester)

FUNCTIONAL MANAGEMENT

Prepared by: Ms. Shwetha.MA

Objectives of the Subject: To acquaint the students with the management skills which enable them to excel in their professional and personal life.

MODULE WISE LESSON PLAN

<i>UNIT/ SESSION/ HOURS (TIME REQUIRED)</i>	<i>TOPICS FOR STUDENT PREPARATION (INPUT)</i>	<i>PROCEDURE (PROCESS)</i>	<i>LEARNING OUTCOME (OUTPUT)</i>	<i>ASSESSMENT</i>
<i>Unit1: Management As a profession 15Hrs</i>	Management as a science as well as Art – Profession Role of Management in Modern Organization- Managerial Skill- Challenges faced by Modern managers- Functional areas of management	Lecture Discussion Analysis	To know the meaning of Management Role of Management in Moder Organization- Managerial Skill- Challenges faced by Modern managers-	Descriptive test MCQ Assignments
	1 st CIA			
<i>Unit 2: Human Resource Management 15Hrs</i>	Meaning and Nature -- Importance –Role of HR managers - Man power planning – Recruitment – Selection – Training and Development –	Lecture Discussion Analysis.	To know the Meaning and Nature -- Importance –Role of HR managers	Descriptive Test PPT

	placement, Compensation - Methods of Wage payment – Incentives : Monetary and Non monetary			
Unit 3: Financial Management 15Hrs	Meaning, Definition, Objectives, Profit Maximization Vs Wealth Maximization Scope of Financial Management, Sources of Finance- Role of Financial Manager- In vestment decisions-Di -vidend decisions- Working capital : Meaning, Definition, Determinants, Distinction between Fixed Capital and Working Capital.	Lecture Discussion Analysis.	To know the methods of time keeping and time booking, various types of remunerations, problems on Halsey and rowan plan	Descriptive Test, Case Study
	2 nd CIA			
Unit 4: Production Management 15Hrs	Meaning of plant- Firm-Industry- Plant Location- Factors affecting plant location Plant Layout Types Production Management: Meaning& Importance- Production Planning and Control-Inventory	Lecture Discussion Analysis.	To Know the Meaning of plant- Firm-Industry-Plant Location-Factors affecting plant location Plant. Types Importance	Descriptive Test, PPT

	Management			
Unit6: Marketing Management 15Hrs	Market : Meaning, Functions and Types of Market-Marketing : Meaning and definition, Objectives- Functions, Types of Marketing . Marketing Management: Meaning and Definition, Functions and Importance- Scope – Marketing Functions, Types of Marketing . Marketing Mix	Lecture Discussion Analysis.	To understanding Functions, Types of Marketing . Functions, Types of Marketing .	Descriptive Test, Group Discussion

HOUR WISE LESSON PLAN

Subject: FUNCTIONAL MANAGEMENT

Lecture Hours: 90 Hrs.

<i>Sl. No.</i>	<i>Unit & Objectives</i>	<i>No. of LH</i>	<i>Methodology/ Instructional Techniques</i>	<i>Evaluation</i>
Module 1.	Management as a profession	15		Question & Answer, Tests
1.	Introduction	3	Lecture and Discussion	
2.	Meaning, definition, Functional Management	3	Lecture and Discussions.	
3.	Role of Management in Modern in org	3	Lecture and Discussions.	
4.	Functional areas of management	3	Lecture and Discussions.	
5.	Challenges faced by Modern managers	3	Lecture and Discussion	

Module 2.	Human Resource Management	15		Question & Answer, Tests
1.	Introduction and Definition of HRM	3	Lecture and Discussions	
2.	Importance –Role of HR managers Man power planning	3	Lecture and Discussions.	
3.	Recruitment – Selection – Training and Development	3	Lecture and Discussions	
4.	Compensation - Methods of Wage payment	3	Lecture and Discussions	
5.	Monetary and Non monetary	3	Lecture and Discussions	
Module 3.	Financial Management	15		Question & Answer, Tests
1.	Meaning, Definition, Objectives, Profit Maximization Vs Wealth Maximization	4	Lecture and Discussions.	
2.	Scope of Financial Management, Sources Finance- Role of Financial Manager	3	Lecture and Discussions.	
3.	Investment decisions-Dividend decisions	3	Lecture and Discussions	
4.	Working capital : Meaning, Definition, Determinants	5	Lecture and Discussions	
	2 nd CIA			
Module 4.	Production Management	15		Question & Answer, Tests
•	Meaning of plant- Firm-Industry	3	Lecture and Discussions.	
•	Plant Location-Factors affecting plant	3	Lecture and Discussions.	
•	Types Production Management	3	Lecture and Discussions.	
•	Meaning& Importance-Production Planning and Control	3	Lecture and Discussions.	
•	Inventory Management	3	Lecture and Discussions.	
Module 5.	Methods of costing	15		Question & Answer, Tests
1.	Introduction	1	Lecture and Discussions.	
2.	Different methods of costing and Applications	3	Lecture and Discussions	
3.	Problems on contract costing	6	Lecture and	

			Discussions	
4.	Process costing- problems on process losses	5	Lecture and Discussions	
	3 rd CIA			
Module 6.	Operating Costing	15		Question & Answer, Tests
1.	Introduction & Meaning	2	Lecture and Discussions.	
2.	Format of operating cost sheet	2	Lecture and Illustrations	
3.	Problems on operating costing-Transport undertaking	11	Lecture and Illustrations	

References:

- 1.Sharma RK and Shashi K. Gupta, Functional Management, Kalyani Publishers**
- 2.I M Pandey, Financial management Vikas publishing House Pvt Ltd**
- 3.R K Chopra, Administrative Office Management, Himalaya Publishing House**
- 4.Khan and Jain, Financial Management. Tata McGraw Hill Education Pvt Ltd**
- 5.Philip Kotler & Kevin L Keller, Marketing Management, Pearson Education Inc.**
- 6.V.S.P Rao , Human Resource Management Text and Cases**
- 7.S.P Singh, Production and Operation Management, Vikas Publishers**