



## NOIDA PUBLIC SCHOOL

A-78, Sector-23, Noida

Affiliation No 2130200

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CLASS-XII-B

ASSIGNMENT-2

### PRINCIPLES OF MANAGEMENT



1. Identify the general principles of management violated, state the principle and give one advantage & one consequence of its violation:
  - i. Mohan, an employee receives contradictory instructions from three different managers to carry out a task.
  - ii. Prakash, a general manager, is always engaged in day to day operational activities & is unable to concentrate on core issues of the company.
  - iii. Wadhavan, a purchase manager, purchases raw material from a firm owned by his relative at a rate more than the market price.
  - iv. Mayank, a sales manager though given the responsibility to meet sales target has not been given the authority to appoint requisite salesmen.
  - v. Kapil, a manager expects his subordinates to work for the happiness & pleasure of being in the organization.
2. Name the technique of scientific management:
  - i. Helps in eliminating unnecessary diversity of products & thus thereby reducing cost.
  - ii. Overlooks the principle of equity.
  - iii. Focuses on separation of planning & execution function.
  - iv. Helps in establishing interchangeability of manufactured parts & products.
  - v. Aims to find the most optimum way of doing a job.
  - vi. Determines movement involved in performing a job.
  - vii. Is an extension of principle of division of work & specialization.
3. Why does Taylor insist on having specialized foremen?
4. Distinguish between 'Unity of command' & 'Unity of direction'.
5. How according to Taylor could a complete harmony be maintained between the management & workers?
6. Identify the scientific principles of management:
  - i. Competition should be replaced by cooperation.
  - ii. Workers should be rewarded for their constructive suggestions.
  - iii. There was only one best method to maximize efficiency. This method can be developed through study & analysis.
  - iv. The true interest of the workers & the management are one & the same.
  - v. To ensure greatest efficiency & prosperity for both company & workers, the concern for efficiency be built right from the process of employee selection.
7. 'Aapka Vidyalaya' believes in holistic development of students and encourages team building through mix of curricular, co-curricular activities. On its founders day a stage performance had to be put up. A committee of 10 prefects was constituted to plan different aspects of the functions. They all decided to use re-cycled paper for decoration. There was a spirit of unity & harmony and all members supported each other. With mutual trust and belongingness the programme was systematically planned & executed. Kartik, one of the prefects realized that unknowingly the group had applied one of the principles of management while planning & executing the programme. He was so inspired by the success of the function that he asked his father to apply the same principle in his business. His father replied that he was already using this principle.
  - i. Identify the principle of management applied for the success of the programme.
  - ii. State any two features of management highlighted in the above para.
8. H Ltd. manufactures bed sheets. Noticing its popularity in the market, the company decided to manufacture curtain cloth also. The decision was executed with immediate effect. But the company did not increase the

manpower to the desired extent. Company wanted the existing staff to manage the work for some time, by working overtime. The result was that on the one hand, the new product of the company failed to keep its hold on the market and on the other hand, due to over-work efficiency of the employees declined. On several occasions it was observed that a subordinate was getting instructions from two or more officers. Managers too had started giving simple and easy work to their known employees and complex and difficult work to other employees. Company was now ignoring rules completely.

Quoting the lines, identify the principles of management that have been ignored here.

9. There are three departments-Art, Science and Commerce in a college. Dr. S. Budhiraja is the head of all three departments. He is a M.Com., Ph.D. Dr. Rekha Sood is the Principal of the college. She always keeps in mind that whatever message she is to convey to the teachers should be routed through the medium of head of department. All teachers have also been instructed that they too should communicate with the Principal through the medium of head of department Thus there is a pre- defined arrangement of communication in the college. Dr. Budhiraja is looking after three departments of different nature. He is not able to control them properly. Principal is also not satisfied with his performance. Identify, quote and explain principles of management mentioned in the above paragraph.
10. Nitin the production manager of ABC Ltd. wants to increase the speed of packaging. In order to identify and eliminate needless and unproductive movements of workers in packaging, he installed a movie camera in the factory.
  - i. Which technique of Taylor is adopted in the factory by Nitin?
  - ii. How can this technique help the ABC Ltd.?
11. Pawan is working as a Production Manager in CFL Ltd. engaged in manufacturing of CFL bulbs. There is no class conflict between the management and workers. The working conditions are very good. The company is earning huge profits. As a policy matters, management is sharing the gains with the workers because they believe that prosperity of the company cannot exist for a long time without the prosperity of the employees. State the principle of management.
12. Nikita and Salman completed their MBA and started working in a MNC at the same level. Both are working hard and are happy with their employer. Salman had the habit of backbiting and wrong reporting about his colleagues to impress his boss. All the employees in the organization knew about it. At the time of performance appraisal the performance of Nikita was judged better than Salman. Even then their boss, decided to promote Salman stating that being a female Nikita will not be able to handle the complications of a higher post. In the context of above case, Identify and explain the principle of management which was not followed.
13. Shri Mahila Griha Udjog Lijjat Papad started its business with a modest loan of Rs.80, now has a turnover of over Rs.301 crores. It has struck to its core values for over 40 years. The stakeholders are various women who, numbering over 40,000, are given the task of making lijjat papads which are famous for their quality throughout the world. All its dealings are carried out on a sound and pragmatic footing- production of quality goods and at reasonable prices. The most important concept adopted by the institution is the concept of devotion. Which significance of principle of management is mentioned here? Explain.
14. One of the principles of management emphasizes that to make the employees learn the best method of production, training to workers is essential. It further emphasizes that each person should be scientifically selected and the work assigned to the employees should suit physical, mental and intellectual capabilities.
  - i. Name and explain the principle of management involved.
  - ii. Name the principle which is concerned with selecting the best way of performing a job through application of scientific analysis and not by intuition or hit and trial methods.
15. Meditech Services established a factory to manufacture blood pressure monitoring machines. The factory did not have lighting or sanitation facilities. All the machines were kept in one room. Mr. Bansal the owner appointed unskilled workers so that he could save labour cost. He laid down all the plans and procedures to be followed. The production incharge was asked to follow the plan to produce a target of 2,000 machines a month. The owner told the production manager that if he fails to achieve the target he would lose his job. The production manager was confused as there was no proper setup of machines and even the workers were not trained to manufacture blood pressure monitors.
  - i. Name the scientific techniques of management Meditech services should have followed before starting production.
  - ii. State the principles of management Meditech Services ignore.

