

KENDRIYA VIDYALAYA NO . 2 BHOPAL

LESSON PLAN

CLASS – XII

TOPIC – PRINCIPLES OF MANAGEMENT

PERIODS REQUIRED – 14

Gist of the lesson	Targeted skills	Targeted learning outcomes	Activities planned	Assessment Strategies Planned
Principles of Management - concept and significance	Understanding skills Critical thinking skills Observational skills	• Understand the concept of principles of management. • Explain the significance of management principles.	1. Visit a mall or a big store like best price. 2. Role playing on the Principles :- a. Fayol's principles b. Taylors principles 3. Drama on scientific Techniques	1. Slip test 2. MCQ 3. Quiz 4. Class test 5. Case study 6. Measuring Attainment Of Learning Objectives (see below) 7. Worksheet (see below) 8. Home assignment (see below)
Fayol's principles of management	Analytical skills Observational skills	• Discuss the principles of Management developed by Fayol.		
Taylor's Scientific management- principles And techniques	Logical thinking Analytical Skills	• Explain the principles and techniques of 'Scientific Management'. • Compare the contributions of Fayol and Taylor.		

Instructional aids	• Chalk board, • Duster • Pointer • LED projector • Internet connection • Apple iPad (if available)
Class transaction	Total: 14 periods (approx. 40 min each)
Transaction methodology (the teacher can use the mentioned techniques, wherever applicable, and can use any other too.)	Transaction would proceed in the following manner :- Strategy used: inductive and deductive reasoning, brainstorming, graphic organizer, think pair and share: In this activity, students think about a particular question individually, then they form pairs to discuss their answers. Following this, the results are shared in a large classroom discussion. Alternatively, two pairs of students can pair up to compare and discuss answers. This process forces students to think individually, and then allows them to analyse and clarify their response collaboratively. Brain storming: In this activity, students are asked to generate ideas on a certain topic, category or question while facilitator facilitate and record the answers on the board. Inquiry based learning: inquiry-based learning uses different approaches to learning, including small-group discussion and guided learning. Instead of memorizing facts and material, students learn by doing. This allows them to build knowledge through exploration, experience, and discussion. Inductive and deductive learning: in inductive type students proceed from particular to general statement (example to formula) and in deductive type students proceed from general to particular. Students are given formula and they solve problems using them. Muddiest point: check comprehension and identify confusion, what was most confusing about the material? Brain storming-the class would start with a discussion on what the students have already learnt in the previous classes and hence what is it that they would learn now. They would also be told the significance of the topic that they would be studying. Introduction of the topic - PPT and digital content would be shared Guided practice followed by independent practice- NCERT questions to be discussed in the classroom. Techniques to be used: • Quiz • Daily practice problem • MCQ • Peer assessment • Case studies

	• Lab activities
Resources	Text book: • NCERT text book E-resources • PPT • YouTube
Self-study, home work, assignments	Independent practice: students would do some questions from NCERT in their homework notebooks and later try to solve the questions asked in the previous year question papers and also the question given in the sample papers This would enable them to prepare for the board exam level of questions and test their mental skills It is also advised that the students come to the class with proper background knowledge of the topic under discussion. They can refer to the resources stated above.
Addressing classroom diversity	Due to various social backgrounds and multiple intelligences, the classroom might be a diverse arena. The following techniques can be used for various groups: For gifted students: • Encouragement for referring other resources • Using NCERT and other relevant web sites for preparation material • Use of observational skills in outlets like Cineplex to understand the principles implemented For weak students: • Buddy help to be provided • Provide grade-up classes • Adopt an easy to difficult method of concept learning • Use key words to teach the concept in least words For differently abled students: • Ignore spelling mistakes • Call parents at regular intervals • Care for them on one to one basis • Provide grade-up classes
Measuring attainment of learning objectives	Low order thinking skills questions Q Name all the fourteen principals of management given by Fayol. Q Name the techniques of scientific management. Q Name the principals of scientific management. Q State any four features of principles of management. Q Explain esprit de corps and scalar chain as principals of management. High order thinking skills based question Q State the role of gang boss and speed boss, route clerk in functional foremanship. Q Explain the concept of mental revolution. Q Which principle is an extension of the principle harmony not discord?

HOME ASSIGNMENT

- Q1. Appliances India Ltd is engaged in manufacturing and distribution of home appliances since 1987. It has a good name in the market as the company is producing good quality appliances. It has separate departments for manufacturing, finance, sales, maintenance services and technical services to achieve specialisation. Since the areas of operation of the company have increased and customers have become more demanding, the company decided to modify the existing principle of management to meet the changing requirements of the environment. State the general principle of management which the company wants to modify to meet the changing requirements.
- Q2. Explain any five features of the principles of management.
- Q3. Explain the following principles of management:
- (a) Harmony, not discord
 - (b) Development of Each and Every Person to His or Her Greatest Efficiency and prosperity
- Q4. Explain the following Techniques of Scientific Management:
- (a) Fatigue Study
 - (b) Differential Piece Wage System
- Q5. Explain the following techniques of scientific management:
- (a) Motion Study and
 - (b) Time Study
- Q6. Explain how principles of management:
- (a) Help the managers in taking scientific decisions
 - (b) In providing the managers with useful insights into real world situations.
- Q7. Karan Nath took over 'North Motor Company' from his ailing father three months ago. In the past the company was not performing well. Karan was determined to improve the company's performance. He observed that the methods of production as well as selection of employees in the company were not scientific. He believed that there was only one best method to maximize efficiency. He also felt that once the method is developed, the workers of the company should be trained to learn that 'best method'. He asked the Production Manager to develop the best method and carry out the necessary training. The Production Manager developed this method using several parameters right from deciding the sequence of operations, place for men, machines and raw materials till the delivery of the product to the customers. This method was implemented throughout the organization. It helped in increasing the output, improving the quality and reducing the cost and wastage.
- Identify and explain the principles and the technique of scientific management followed by the Production Manager in the above case.
- Q8. Explain briefly 'Unity of Direction' and 'Order' as principles of general management.

Q9. Explain briefly 'Initiative' and 'Esprit de Corps', as principles of general management.

Q10. Explain briefly 'Remuneration of Employees' and 'Scalar Chain' as principles of general management.

Q11. Sanket, after completing his entrepreneurship course from U.S.A. returned to India and started a coffee shop 'Fiona Coffee' in a famous mall in Mumbai. The specialty of the coffee shop was the special aroma of coffee and a wide variety of flavours to choose from. Somehow, the business was neither profitable nor popular. Sanket was keen to find out the reason. He appointed Riya, an MBA from a reputed management institute as a manager to find out the causes of the business not doing well. Riya took a feedback from the clients and found out that though they loved the special unique aroma of coffee but were not happy with the long waiting time being taken to process the order. She analysed and found out that there were many unnecessary obstructions which could be eliminated. She fixed a standard time for processing the order. She also realized that there were many flavours whose demand was not enough. So, she also decided to discontinue the sale of such flavours. As a result, within a short period Riya was able to attract the customers.

Identify and explain any two techniques of scientific management used by Riya to solve the problem.

WORKSHEET

Principles refer to _____

Management principles are derived on _____

Nature of Management Principles:

1. Universal Applicability

2. General Guidelines

3. Formed by practice and experimentation

4. _____

5. _____

6. _____

7. _____

Significance of Principles of Management

1. _____

2. _____

3. _____

4. _____

5. _____

6. _____

Fayol's Principles of Management

Henry Fayol (1841-1925) – French Engineer in a mining company – became the Managing Director of the company – author of “General and Industrial Management” – his management thoughts are acceptable even today – father of Modern Management. A brief description of Fayol's fourteen principles of management is:-

1. _____

2. _____

3. _____

4. _____

5. _____

6. _____

7. _____

8. _____

9. _____

10. _____

11. _____

12. _____

13. _____

14. _____

Difference between Unity of Command and Unity of Direction

Basis	Unity of command	Unity of direction
Meaning		
Aim		
Implication		

Taylor's Scientific Management

F.W. Taylor (1856 – 1915) – father of Scientific Management – American Mechanical Engineer in Midvale Steel Company – keen analyst and critical of management for poor performance of their organization – conducted a series of experiments for more than two decades and finally launched the movement in 1910 which is known as “**Scientific Management**”.

Definition – _____

Principles of Scientific Management

1. Science, not rule of thumb

2. Harmony, not discord

3. _____

4. _____

Techniques of Scientific Management

1. _____

2. _____

3. _____

4. _____

5. _____

6. _____

7. Functional Foremanship

Eight bosses

- a. _____
- b. _____
- c. _____
- d. _____
- e. _____
- f. _____
- g. _____
- h. _____

Basis	Henry Fayol	F W Taylor
Perspective		
Unity of command		
Applicability		
Basis of formation		
Focus		
Personality		
Expression		