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| **SESSION** | **AUG/SEP 2023** |
| **PROGRAM** | **MASTER OF BUSINESS ADMINISTRATION (MBA)** |
| **SEMESTER** | **I** |
| **COURSE CODE & NAME** | **DMBA101 – MANAGEMENT PROCESS AND ORGANISATIONAL BEHAVIOUR** |

**Assignment Set – 1**

**1. Explain the concept of Planning along with various types of Planning. 3+7**

**Ans 1.**

Planning is a fundamental management function that involves setting goals and determining the best way to achieve them. It is a systematic and organized process that helps organizations anticipate future challenges, make informed decisions, allocate resources efficiently, and achieve their objectives. Here, I will explain the concept of planning and various types of planning:

**Concept of Planning:** Planning is the process of defining goals and objectives and developing strategies and action plans to achieve them. It involves a systematic approach to

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**2. Define Organizing while having light on the importance of the concept. 3+7**

**Ans 2.**

Organizing is a fundamental concept in various aspects of life, including business, personal life, and even in the context of organizing information and data. It refers to the process of arranging, structuring, and categorizing elements, resources, or information in a systematic and orderly manner to achieve specific objectives efficiently and effectively. Here, I will shed light on the importance of organizing:

1. **Efficiency**: Organizing helps streamline tasks and activities. By arranging things in a logical order, you reduce wasted time and effort. In a business setting, efficient organization can lead to cost savings, increased productivity, and quicker decision-

**3. Define Controlling along with prerequisites of Effective Control. 3+7 10**

**Ans 3.**

Controlling is one of the key functions of management that involves monitoring and regulating various organizational activities to ensure that they are in line with the predetermined goals and objectives. It is the process of comparing actual performance against predetermined standards or benchmarks and taking corrective actions when necessary to ensure that the organization is on the right track.

**Prerequisites of Effective Control:**

**1. Establishment of Standards:** The first prerequisite of effective control is the establishment of clear and specific standards or benchmarks against which performance can

**Assignment Set – 2**

**4. Discuss the concept of Motivation. Explain Maslow’s hierarchy of needs theory. 2+8**   
**Ans 4.**

Motivation: Concept and Overview

Motivation can be defined as the inner drive or force that propels individuals toward the achievement of a goal. It is what stimulates and directs behavior, providing a reason to act in a particular manner. Originating from the Latin word 'movere', which means 'to move', motivation is the combination of cognitive, social, emotional, and biological factors that activate and sustain certain behaviors. Everyone possesses some form of motivation, which

**5. Discuss the concept of ‘Team’. Also discuss seventeen characteristics of an Effective Team. 2+8**

**Ans 5.**

**Concept of ‘Team’**

A team can be understood as a cohesive group of individuals who come together to achieve a shared goal or purpose. In organizational contexts, teams often consist of people with different skills and expertise that complement each other. Unlike mere groupings of individuals, a team operates synergistically, with the output of the collective often being greater than the sum of individual efforts. The foundational idea behind a team is collaboration: by working together, members can achieve more than they would individually, leveraging each other's strengths and compensating for any weaknesses.

**6. Detail the concept of Leadership. Discuss Trait theory of Leadership in detail. 3+7**

**Ans 6.**

**Leadership: A Detailed Concept**

Leadership is a multifaceted concept that pertains to the ability to influence, guide, inspire, and direct a group of individuals to achieve a common goal or objective. Leaders are often viewed as visionaries, motivators, and decision-makers who can create an environment conducive to success, be it in a corporate, political, social, or familial context. Effective leadership entails the aptitude to craft a vision, communicate it persuasively, and guide others