

MANAGEMENT & MANAGEMENT ACTIVITY

What is Management???

Efficiency - getting the most outputs from the least amount of inputs

Effectiveness - Completing activities so that the organisational objectives/goals are achieved - doing the right things



What is management?

- The process of co-ordinating work activities so that they are completed effectively and efficiently with or through other people.



Efficiency & Effectiveness

- Management strives for:
- Low resource waste - high efficiency
- High goal attainment - high effectiveness



What do Managers Do??



- Concerned with management functions:
- Planning – defining goals, establishing strategies for the achievement of the goals.
- (organisational and departmental levels)
- Organising – what tasks need to be done, Who is going to carry out the tasks
- Are the tasks to be grouped
- Reporting structure & how decisions are communicated

What do Managers Do??



- Use technical and professional skills in decision making processes
- Ability to work well within a group or on an individual basis
- Ability to analyse complex business situations
- Understand the whole organisation and its relationship with the wider environment

What do Managers Do??



- Undertake on-going decisions and work activities in a continuous manner as they:-
- Plan
- Organize
- Lead
- Control
