

B.COM
SEMESTER II
Commerce category
General Management II
(Marks 100)

Unit I Corporate Responsibility and Business Ethics (25 marks) 20 lectures)
Concept, Code of Conduct and Standards, Managers and Ethical Behaviour
Barriers to Ethical Business,
Factors that determine Ethical and Unethical behaviours
Corporate responsibility

Unit II Managing Change (25 marks) 20 lectures)
Meaning, Features, Reasons for Change, Change process
Resistance to Change, Factors effecting Resistance to Change (Individual and Organisational)
Overcoming Resistance to Change

UNIT III Conflict Management (25 marks) 20 lectures)
Meaning, Organisational Conflicts, Individual Conflicts and Inter group Conflicts
Conflict Management-meaning and Process

UNIT IV Group Dynamics (25 marks) 15 lectures)
Concept, Types-Formal and informal Groups
BOD, Committees, Group Behaviour in Committees, Measures for making Committees effective

Books for Study and Reference

- Management Concepts and Practices, Tim Hannagan, Macmillan India Ltd
- ✓ Principles and Practice of Management, L.M. Prasad, Sultan Chand and Sons
- ✓ Personnel Management, C.B.Mamoria, Himalaya Publishing House
- Principles of Management, Dr Neeru Vasishth, Taxmann
- ✓ Principles of Management, N.G. Kale and M. Ahmed, Vipul Prakashan
- Management, Stephen Robbins and Mary Coulter, Pearson
- Management cases edition to excell books by Dr. Khawja Amjad Saeed.
- Managing Business Excellence through vision values and vibrant practices, excell books, by Sachin Mittal, Praghya Keshari and Others.
- Human Resource Management Eddition Three excell books, by Dipak Kumar, Bhattacharya.
- Organisation Communication, excel books by P. L. Rao.

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