#### LECTURE 1 – Management, managers, and managing

#### Explain management

#### Why Study Management?

- Provide direction
- Deepen focus in chosen specialisation
- Add prestige and increase competitiveness
- Assist in understanding relationships in occurrisations
- Helps with experience in placements and industry projects (PACE)
- Gives useful skills such as critical thinking, teamwork, and problem solving.

#### What is Management?

- The pursuit of organisational goals EFFICIENTLY and EFFECTIVELY by integrating the work of people through planning, organising, leading and controlling the organisation's resources.
- The act or art of managing: getting things done through people.

#### Efficiency versus effectiveness

- Many companies use a recorded telephone menu (called "IVR").
- These get customers help direct calls and minimise wasted time (for the company).
  - They are efficient.
- Customers prefer speaking to a person.
  - They are NOT effective

#### Functions of Management



#### Describe what managers do

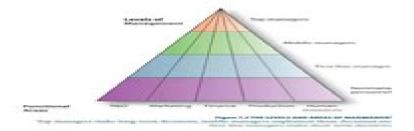
#### Who are managers?

 Occupational group that direct how the work is done and determine whether goals are met.

#### Differentiate levels and areas of management

- Top managers develop the organisation about the overall direction (objectives/policies).
- 2 Middle managers implement and coordinate the activities for first-line managers.

 Line manager that leads a function: Responsible for product/service to the output of the company.



#### Managers for different types of organisations

- For-profit: making money
- Non-profit: for offering services
- Mutual benefit: for aiding members.

#### IMPORTANT:

A.L. managers manage same for different organisations.

- Even if tasks/focus differ, managers fundamentally complete functions regardless.

#### Understand different managerial roles

#### Dynamics of Managing

- Mintzberg's key finding's that characterise the dynamic of 'managing':
- The unrelenting pace of managing
- The brevity + variety of activities in context of the fragmentation + discontinuity of the job.
- The favouring of informal and verbal forms of communication.

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