

Fundamentals Of Business Organisation Management

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the book business organisation has been written in accordance with the latest syllabus prescribed for b com semester 1 for different universities who have adopted the common unified syllabus under national education policy 2020 the author has made sure to avoid unnecessary information from the book the text of the book has been class tested the matter has been presented in a readable and thought provoking style and examples from indian businesses have been included to make the content relatable and easily understandable for students

1 business trade industry and commerce concepts objectives and functions 2 social responsibility of business ethics and human values 3 forms of business organisations sole proprietorship or sole trade 4 partnership including provision of limited liability partnership act 2008 5 hindu undivided joint family business 6 co operative organisation societies 7 joint stock company 8 promotion of a company 9 memorandum of association 10 articles of association 11 prospectus 12 prevention of oppression and mis management 13 compromises arrangements and amalgamation 14 winding up of company 15

management meaning and characteristics 16 principles of management fayol s principles 17 functions of management 18 planning 19 management by objectives mbo 20 organisation 21 organisation structure and forms of organisation 22 span of management and centralisation and decentralisation 23 authority power responsibility accountability and delegation of authority 24 co ordination meaning and nature 25 controlling 26 communication 27 motivation 28 leadership

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1 business organisation nature and importance 2 management administration and organisation 3 organisation structure and forms of organisation 4 size of business enterprise 5 sole proprietorship 6 partnership firm 7 joint stock company 8 formation of a company 9 co operative form of organisation 10 public enterprises 11 large scale retailing 12 business combinations 13 methods of wage payment and incentive plans 14 scientific management and rationalisation 15 stock exchange and its regulation 16 produce exchanges 17 sources of business finance 18 special financial institutions

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at work motivation concept theories maslow herzberg mcgregor and quchi financial and non financial incentives leadership concept and leadership styles likert s four system of leadership unit iv co ordination as an essence of management communication nature process networks and barriers effective communication management of change concept nature and process of planned change resistance to change emerging horizons of management in a changing environment

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this book is about business in kenya starting from theories of institutions as formal and informal rules that shape human behaviour it examines the institutional context for business and the ways in which firms and other organisations are formed operate and interact some of the institutions are internal to kenya but others are regional continental or global in their origins and impact the book examines how these institutions interact to create incentives for certain types of investment and disincentives for others it also discusses the strategies that government can adopt to strengthen the kenyan business system and make it more competitive the book originated in a three year research project on business systems in africa carried out as part of a collaboration between the institute for development studies of the university of nairobi and the centre for development research copenhagen the studies involved more than a dozen researchers in an examination of the influence of political economic and social institutions on kenyan firms of all sizes its approach which uses sectors of the economy as lenses through which to view the business system has provided a rich tapestry of information useful for policymakers students and scholars the editors are based at the institute for development studies university of nairobi dorothy mccormick is associate research professor and director of the institute she specialises in industrial development with particular emphasis on micro and small enterprises patrick o alila is research professor and was the institute s director from 1995 to 2001 trained in political science and development administration he specialises in rural development and local level institutions mary omosa is senior research fellow and university of nairobi unesco unitwin chair her major research focus is on development sociology and rural livelihoods

1 concept nature and socpe of business 2 business organisation nature and concept 3 organisational structure and forms of organisation 4 establishing a new business unit 5 promotion of a company 6 plant location 7 plant layout 8 size of business unit 9 sole proprietorship 10 partnership firm 11 joint stock company 12 co operative form of organisation 13 business combinations 14 mergers takeovers and acquisitions 15 business finance need sources and methods 16 securities market 17 money market 18 stock exchange and sebi

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