



Management: principles and practices

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MANAGING AND THE MANAGER'S JOB

Learning Outcomes

After studying this chapter, you should be able to:

1. Describe the nature of management, define management and managers, and characterize their importance to contemporary organizations.
2. Identify and briefly explain the four basic management functions in organizations.
3. Describe the kinds of managers found at different levels and in different areas of the organization.
4. Identify the basic managerial roles played by managers and the skills they need to be successful.
5. Discuss the science and the art of management, describe how people become managers, and summarize the scope of management in organizations.
6. Characterize the new workplace that is emerging in organizations today.