

management

by K Vincent

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Introduction

Management refers to the organization and coordination of the day-to-day activities of a business for an organization to realize its set goals. Management involves activities of establishing the strategy of a business and coordination of the determinations of its workers to reach for the intentions of the firm via the use of the existing resources such as human resources, technological, financial, and natural resources (Armstrong, 2005). Management entails planning, organizing, staffing, motivation, directing and controlling. Management is an essential part that makes an organization attain its goals.

Role of Management

Management plays a significant role in recent society. It provides leadership that helps in regulating man's productive activities by organizing the factors of production. If there is lack of the required leadership from the management, the resources that are at the disposal of the organization could just remain as mere resources and never be useful in production. Thus, the well-being of the society is to a large extent dependent upon the quality of management. Through making the production factors perform better, management enables the society to get a better and increased supply of products and thus promoting the welfare of the society (Armstrong, 2005).

The running of a modern organization has become a complex matter since there are several factors such as size, structure, ever-changing trends of consumers' tastes and preferences, and government regulations among others. Due to this, management will entail scientific thinking, accurate planning and will also play a significant role in the running of the modern business. Additionally, management enables the organizations to

establish its competitive strength and develop and expand its assets and profits (Griffin, 2011).

Functions of Management

Management forms an essential part of living and is important whenever human efforts are to be embarked on to attain a desired objective(s). The simple elements of management are always at play, regardless of whether people manage their own lives or businesses. Thus, management entails a set of principles connecting to such functions as planning, organizing, coordinating and controlling.

Planning

This involves looking ahead; it is future oriented. It is one of the things that help in steering and determining the future direction of an organization. It is a lucid and organized way of reaching for decisions today which will determine the forthcoming of the organization. It can be said to be an organized foresight as well as corrective hindsight. Additionally, planning can be well be said to be predicting the future as well as trying to control the events as they occur. When an action is executed today, planning helps in foreseeing the effects that it may cause in the future (Plunkett, 2013). Thus, planning helps in keeping the management team alert so that they can set up corrective measures as the need arises. For activities to be carried out as required, there must be proper planning. Thus, those tasked with the task of planning must be keen in laying down the plan.

Effective planning programs takes into consideration the effects of both internal as well as external aspects. The internal aspects which affect planning are limited growth prospects due to permeation needing diversification, altering patterns of the workforce, decentralization, and more complex organizational structures (Plunkett, 2013). On the

other hand, the external factors include; both material and capital, overall economic trends such as inflation and interest rates, tech advancements political instability, and increased governmental regulation concerning community interest among others.

Organizing

Organizations within the different states can work well if they are well-ordered. This means that there has been sufficient staffs, raw materials, and capital in order for an organization to run efficiently and that it can establish a good working structure. An organization structure that has a good splitting up of functions and tasks is of great significance (Plunkett, 2013). At times, the number of functions might increase, and at that particular moment, the organization's management will expand both vertically and horizontally. It will need a different kind of leadership.

Thus, organizing will require a proper structure of authority and the direction and flow of such expert via which work sections are defined, prescribed and coordinated in order for each of the different parts to relate to the other and work as one. Thus, the functioning of a firm entails the fortitude of activities which require to be carried out in order to attain the organization's objectives (Plunkett, 2013). This is reached for after allocating the organization's activities to the appropriate workers and handing over the required authority to accomplish these activities in a coordinated way. Thus, organizing is concerned with:

- I. Classifying the errands which should be carried out and then putting them in the correct cluster.
- II. Allocating personnel to the different tasks and defining their authority and responsibilities to avoid clashes or misunderstanding.
- III. Handing over the authority to the employees.

- IV. Forming a connection between authority and accountability.
- V. Harmonizing the accomplishments.

Staffing

Staffing involves contracting and retaining suitable workers for the organization both at non-managerial and managerial levels. Additionally, it is also entrusted with the processes such as recruiting, training, developing, compensation, and evaluating workers and ensuring that it maintains the workers who best-suits their different jobs (Magretta, 2012). Staffing ensures that the best workers are employed following their astuteness, knowledge, experience, skills, and attitudes among others. Thus, management must take note, besides the operational and technical aptitude, the psychological and sociological structure of the staff.

Coordinating

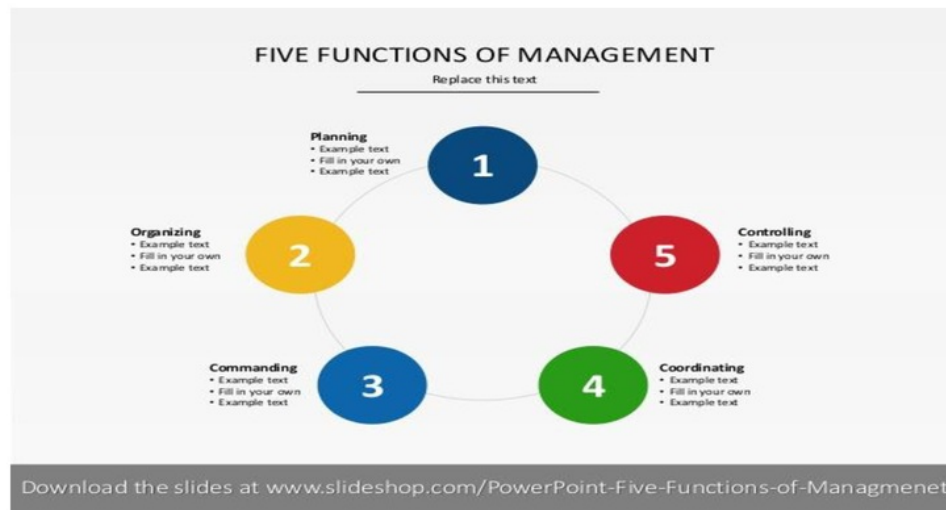
In order for the organization to function as anticipated, all its activities must be harmonized. A positive influence of the workers' conduct is vital in this. Thus, coordination, hence, purposes at inspiring motivation and discipline within the group dynamics. This will need there to be clear communication and good leadership. Communication at this stage has been open in both ways so that the information can be conveyed on to the junior workers and the response can be received from them. This will ensure that if there is an issue in the workplace is sorted before it is late. Also, motivation is another thing that will be required here, because highly inspired workers show outstanding performance with less supervision from their seniors at the workplace (Magretta, 2012). Moreover, subordinates will ensure there is a continuous flow of reports as well as assuring the managers that the instructions are correctly executed. The seniors

have an experience whereby on going through the reports they will be in a position to help in mitigating the issue at hand.

Controlling

Controlling involves verifying if everything is going on as planned. The organization's management knows exactly if the accomplishments are getting executed in conventionality with the plan. An organization lays a plan regarding how certain functions will be carried out and by who. Thus this ensures that everything is getting carried out following the set guidelines so that a certain point can be reached in order to realize the goals of the organization (Magretta, 2012). The activities involved in controlling are meant to ensure that the set standards for work performance, and measuring performance are followed. Thus, controlling involves:

- I. Setting criterions of performance.
- II. Assessing actual performance.
- III. Measuring actual enactment and comparing them with the set standards and finding out the deviations.
- IV. Ensuring that corrective measures are taken up.



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Conclusion

In conclusion, management involves ways of setting the strategy of a business and harmonization of the efforts of its workforces to reach for the aims of the business via the use of available resources such as human, technological, natural, and financial resources. Management plays a significant role in recent society. It provides leadership that helps in regulating man's productive activities by organizing the factors of production. Lack of leadership that is provided by management, the resources that are available for production could remain just as mere resources and never to be useful in production (Griffin, 2011). The running of a modern organization has become a complex matter since there are several factors such as size, structure, ever-changing trends of consumers' tastes and preferences, and government regulations among others. Due to this, management with entail scientific thinking, accurate planning and will also play an important

role in the running of the modern business (Magretta, 2012). Management forms an integral part of living and is vital whenever human efforts are to be embarked on in order to attain desired intentions. The simple constituents of management are always at play, regardless of whether people manage their own lives or businesses. Thus, management refers to a set of principles concerning to such functions as planning, organizing, coordinating and controlling.

³ References

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