



جامعة الجميع الذكية
EVERYONE'S SMART UNIVERSITY

Everyone's Smart University

Assignment- 1 (Spring 2021)

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Section

Bachelor

Date

18 / 02 / 2021

Course Code

(MGM111)

Principle of management

Instructions:

يجب حل الواجب و تعبئته في هذا النموذج وتحويله الي PDF ورفعہ مره اخري للتقيم.
الحل باللغة العربية او الانجليزية.

Instructor's Name: **DR. MAGDY ALHAJ**

(Discuss the relationship between Functions of Management and function of project)

(ناقش العلاقة بين وظائف الإدارة ووظائف المشروع)

Management is an aspect of the business that doesn't have the same specific duties some of the other parts of the business have. While an accountant will always know quite clearly the expertise and responsibilities he or she has, a manager needs to have a much broader set of skills, with the tasks ranging depending on the business. Yet, management like all the other parts of the business have certain functions to guide the operations.

Since management involves solving the problems within an organization in order to reach the desired objectives, the focus is on understanding the functions that make up the process. As experts began studying and theorizing the essence of management, different ideas and concepts regarding the functions were born.

Although the theories about the functions of management lead to rather similar results, it can be helpful to study the differences as well as the historical journey to our current understanding of the functions. Here are a few of the most influential theories and theorists, who've outlined their ideas about the functions of management.

Originally identified by Henri Fayol as five elements, there are now four commonly accepted functions of management that encompass these necessary skills: planning, organizing, leading, and controlling.

Planning:

The first managerial function involves planning. The function is about creating a detailed plan towards achieving a specific organizational objective. When you are planning, you are identifying the tasks, which are required to achieve the desired goals, outlining how the tasks should be performed, and identifying when and by whom they must be performed. The focus of planning is about achieving the objectives and it does require knowledge of the organization's objectives and

vision. You will need to look both at the short- and long-term success of the organization as part of the plan.

Organizing:

The next function of management follows planning and it is about organizing. It's about using the plan to bring together the physical, financial and other available resources and use them to achieve the organizational goal. If your task were to increase sales, you would look at the plan and determine how to divide the resources you have in order to put your plan in place.

The *staffing* function is an increasingly important function of management, although it is sometimes left out when the core functions are discussed. It can be seen closely related to organizing, with both focused on ensuring the resources are directed to the right processes and tasks. For staffing, the focus is on people and their labor in relation to the organizational objectives.

The fourth function is known as *directing*, sometimes also referred to as the influencing or the leading function of management. Directing is about the actuation of the methods to work efficiently to achieve the set organizational objectives. The function goes beyond organizing the employees to their specific roles and involves ensuring they are able to perform the tasks through a variety of means. Directing in essence is looking after productivity and ensuring productivity is going up instead of decreasing.

The final function of management is *controlling*. The function ensures the other four functions are followed correctly and the flow of work is moving the organization towards the objectives it has set itself