

Chapter 3: Organizational Management

Content Scope

- Definition and importance of management
- Roles and qualifications of executives
- Management Process (Planning, Organizing, Leading, Controlling)
- Theory and characteristics of organization



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Actuation Control and implement procedures to achieve the set objectives.



The art of using others to work for
the organization by meeting the
expectations of the team.



It is the application of knowledge
(science) with a unique ability to
solve problems (art).

| Importance and Principles of Organization

- ✓ Cost savings: Reduce redundancy of tasks.
- ✓ Clear: everyone knows their duties and responsibilities.
- ✓ Flexible: Adapt to changing environments.

Key elements

- Division of work
- Departmentalization
- Distribution of Authority
- Co-ordination

3 Executive Roles



Interpersonal

Figure Head, Leader and Liaison



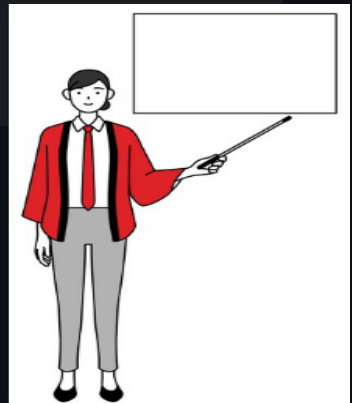
Information

Be a Monitor, Disseminator, and Spokesman



Decision -making

Become an entrepreneur, distraction manager, and resource allocator.



Scope of Authority of the CEO

Responsibilities	Main Goals
☐ Daily management and policy implementation	To meet the strategy and budget.
☐ Business planning and budgeting	To seek approval from the Board of Directors.
☐ Defining the structure and managing personnel	For maximum operational efficiency
☐ Representing the company to the public	To build a good reputation and image

| Administrative Procedures (POLC)



Planning

Set goals and guidelines ahead
of time.



Organizing

Systematize the structure and
relationships of the work.



Leading

Leading, communicating
vision, and motivating the
team.



Controlling

Audit and evaluate against the
set standards.

| Qualities of a modern executive

- ⚡ Self-Improvement: Knowledgeable and Loving Progress
- ⚡ Have a vision: Be good at yourself, be good at people, and be good at thinking.
- ⚡ Manager: Have the science and art of management.
- ⚡ Good Coordinator: Build Harmony
- ⚡ Use Technology: Apply New Innovations



ORGANIZATION

Definition of Organization

A center of activity that brings together groups of people to work together in an orderly manner (organization = organization + organization + organization).

Primary

It is automatically born, such as family, friend groups, informal relationships.

Secondary

It occurs systematically, such as businesses and industries, with clear goals and technologies.

| Types and theories of organization

Categories are divided according to the rules.

- Symbolic organization: Organized, conventional, and clear structure.
- Unconventional Organization: Unformed (informal) gathering

Evolutionary theory

1. Traditional: Focus on people as tools (scientific/governmental)
2. Modern: Emphasis on human relations and psychological factors
3. Present: Dynamic & System Analysis

Conclusion and Q&A

"The sustainable success of an organization lies in the quality of its people."

Thank you for listening.
Do you have any more questions?



IMAGE SOURCES



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