

# Project and Organization Management

## BEG391MS

Year: III

Semester: II

Teaching Schedule Hours/Week			Examination Scheme				
Theory	Tutorial	Practical	Internal		Final		Total
2	1	-	Theory	Practical	Theory	Practical	50
			10	-	40	-	

### Course Objectives

To gain the knowledge in project management as well as some concept of organization behavior

- 1. Introduction 6 hours**
  - 1.1 Concept of project management
  - 1.2 Project life cycle
  - 1.3 Project environment
  - 1.4 Project impacts: social, economical and environmental
  
- 2. Project planning and control 10 hours**
  - 2.1 Work breakdown structure
  - 2.2 Project network construction
  - 2.3 Network analysis by CPM & PERT
  - 2.4 Gantt Chart
  - 2.5 Project control cycle
  - 2.6 Project information and management
  
- 3. Organization 2 hours**
  - 3.1 Organization and its characteristics
  - 3.2 Organization chart and types of organization
  
- 4. Management 6 hours**
  - 4.1 Functions and Roles of management
  - 4.2 Management by objectives
  - 4.3 Functions of personnel management
  - 4.4 Cost management, Role management, Time management, HR management
  - 4.5 Job analysis and description
  
- 5. Leadership and Industrial relations 6 hours**
  - 5.1 Leadership styles and theories of motivation
  - 5.2 Necessity of industrial relationship
  - 5.3 Trade union and Trade union movement in Nepal
  - 5.4 Health, safety and compensation

## References

1. Project Management, Arnold M Ruskin and W.Eugene Estes, Marcel Dekker Publisher 1982
2. Management by Network Analysis, A Bhattacharya and SK Sorkhel, The Institution of Engineers, India.
3. Essential of Management, Harlod Koontz and Heinz Weihrich.
4. Personnel Management, C.B Mamoria
5. Organization & Management in Nepal, Govinda R. Agrawal.

## Marking Scheme

Chapter	Hr	Mark
1	6	8
2	10	12
3	2	4
4	6	8
5	6	8
Total	30	40

There can be minor variation in mark distribution of every chapter.