

MANAGEMENT 301- EXAM 1 Study Guide 2014

Chapter 1: What is Management

Traditional Pyramid vs. Inverted Pyramid

Traditional Pyramid	Inverted Pyramid
CEO -> Reports to Board of Directors (for profit) or Trustees (non profit)	Customers/ Clients
Senior Managers	Operating Workers
Middle Managers	Team Leaders/Middle Managers
Front-Line Managers	Top Managers
Non Managerial Workers	CEO (Board of Directors/Board of Trustees)

Inverted Pyramid: Customers are on top with higher level managers supporting the employees who serve those customers

Manager: Person who supports and who is responsible for the work of others

Skills of a leader:

Develops
Long range view
Challenges status quo
Innovates

Dudes
Love
Chipotle
In PSU

Develops
Long-range view
Challenges Status Quo
Innovates

Skills of a manager:

Maintains
Relies on control
Structure focus
Short-range view

Men
Rail
Slutty
Sloots

Maintains
Relies of control
Structure focus
Short term view

Skills of a manager according to Robert Katz:

Conceptual skill
Human Skill
Technical Skill

T.
H.
C.

Technical Skill
Human Skill
Conceptual Skill

Career Issues for Managers: Leadership Competencies

-Globalization- Worldwide interdependence of resources; involves markets and business competition; the work world is being changed by recession, etc.

-job migration- global outsourcing: moving jobs to another country

Study Guide Management

A Gutmann



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