

The management and leadership commerce flashcard



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- Decision:

Peoples are non ever born to be directors and leaders. The quality of developing a deep grasp and sense to get the better of the debatable state of affairss, these qualities are non ever born with the directors instead they are produced with the transition of clip and with the experience of covering with frauds. In some instances it is true that directors and leaders are born where else in other instances they have to set difficult work and attempts in their work to bring forth the qualities of leaders and directors. Whatever the scenario is there are some certain qualities which the directors and leader possess which differs them from others. If person is considered to be a born leader or director, still at every phase of his calling, he is in the procedure of acquisition and bettering their leading and direction accomplishments by confronting different state of affairss and job. Effective jobs work outing, direction and leading accomplishments are developed confronting those ambitious state of affairss. There are some issues to be addressed still ; what are directors, leaders and effectual job convergent thinkers? What alone qualities they possess? How can they better these qualities? How can different fortunes help them reflect their accomplishments? Are the born directors and leaders better than the 1s who develop themselves into effectual directors, leaders and job convergent thinkers? How directors learn to be effectual? What ' s the difference between a director and leader? All of these inquiries will be answered in item in the study utilizing illustrations of leaders and directors.

What is a Manager?

Manager is person who takes the duty of planning and directing the group of people besides monitors their work and takes the right actions when needed.

This can be regarded as a first measure of the ladder of direction. Peter Drucker, a successful American man of affairs says that a director is responsible for the application and public presentation of cognition. Different directors may hold different duties ; a director can direct his colleagues straight whereas another director can hold supervisors for the right way of the members of the organisation or the squad.

What is Management?

It is a cosmopolitan phenomenon and it is a truly popularly used term which is used in all sort of organisations whether they are of concern, political or cultural. Harold Koontz, the adviser of some of the largest concern organisations of United States of America defines direction as an art of acquiring things done through and with the people in officially organized groups. It is an art of making an environment in which people can execute and persons and can co-operate towards attainment of group ends. F. W. Taylor, an American mechanical applied scientist who was regarded as the male parent of scientific direction and one of the first direction advisers says that direction is an art of cognizing what to make, when to make and see that it is done in the best and cheapest manner. It can be regarded as a intent activity and it is an attempt that is put in by the personals to accomplish predetermined ends and aims of an organisation. There are different classes of direction such as:

Process Management

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Activity Management

Discipline Management

Group Management

Science Management

Art Management

Profession Management

Effective accomplishments of a Director:

As discussed already, some directors are born with the qualities that a director must possess and some directors go through different challenges to get these qualities. In both instances, there are some qualities and accomplishments that a director must possess and Jan Gordon in his article elaborates what qualities a director must hold:

Creativity is something that a director must possess and it separates an effectual director from a director. Creativity is a quality that can catch people 's oculus and so their attending. It is something that can assist director to fall in different pieces of work together in an efficient manner for the advancement of the organisation.

Whatever the work may be, there are ever some restrictions, some counsel and the work must be done maintaining in head a set of parametric quantities. It is a quality of an effectual director that he knows how to work in a defined set of parametric quantities and he structures his work

harmonizing to those restrictions and parametric quantities and ne'er goes beyond those boundaries.

Manager must hold a acute penetration and he can be able to cognize things which are non seeable to others, this is called intuition.

Knowledge is an indispensable quality that a director must hold. Knowledge of the organisation, the construction, the procedures, colleagues, squad members and cognition of direction paradigms is really of import for being an effectual director.

There may come some state of affairss in which the work load seems really heavy and hard, pull offing the squad and colleagues seems impossible and the committedness of a director helps him to acquire rid and come reflecting out of such sort a state of affairs.

Manager must be a good homo, he must be flexible and versatile in his attack and he must be light on his workers and squad members. Besides, The director must non be academic and fleeceable.

The director must be focused on the ends of organisation, he must demo good subject and he must take disciplinary actions nevertheless large the job arises.

Examples of some effectual directors:

These qualities can do assist the director to execute his responsibilities efficaciously. The inquiry is, how can a director develop these qualities?

What procedure and state of affairss he must travel through? Are directors

born with these qualities? Well, these inquiries are sometimes truly difficult to reply but there are some illustrations which will assist to turn to them.

Glen Stansberry wrote an article in 2010, depicting some of the top concern directors and the facts that made them so successful for their organisations. After the 9/11 onslaughts, the air hose industry of United States were in a immense slack and each and every air hose was cutting out their work force. In this hard state of affairs the CEO of the Southwest Airlines, James Parker held his nervousness and took some brave determinations. He announced after three yearss of 9/11 that the Southwest Airlines is maintaining all their employees and get downing 180 million \$ net income sharing with them. This was a courageous determination by James Parker and the determination made him a great director and a true leader.

Another illustration was the failure of the Toyota vehicles which damaged their reputelarge clip. Alternatively of concealment and non replying to the inquiries asked, the CEO of Toyota Jim Lentz appeared on Digg Dialogg and answered as many inquiries as he could, when the inquiries were non even filtered. In this manner, he saved the reputelarge clip of his company from holding farther harm.

Jim Sinegal is the Chief executive officer of Costco which is doing a immense net income from last few old ages. He is a truly simple adult male, with simple office whereas other CEOs are passing 1000000s to adorn their offices. Annual wage of Jim is 35, 000 \$ where other CEOs are passing 1000000s on their ain wages. Jim Sinegal was a normal cat, from a normal background and today he is one of the model CEOs in the universe.

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IBM is one of the finest computing machine makers of its epoch. Blogging was ne'er encouraged because of some peculiar grounds but the CEO of IBM asked his employees to blog and to portion their positions. The consequence is rather impressive ; IBM web logs are one of the most sure technological web logs now yearss. Creativity is rather seeable from the determination of the CEO of IMB.

From these illustrations, it is rather obvious that directors are besides worlds. The difficult and hard state of affairs, their elation, their committedness, their creativeness, their leading accomplishments, their sense of niceness with the employees, their cognition, their apprehension of state of affairss and their fidelity with their organisations are the things that make them the great and successful directors.

What is Leadership?

Leadership can be defined as the capacity to act upon people by the agencies of personal properties, cognition of the state of affairss and behavior to accomplish some common organisational ends. It is a procedure of acquiring things done through people. Followership is the kernel of leading. It can besides be defined as the willingness of the people to follow that makes the individual a leader. Leadership is a really of import map of direction. Leadership can come approximately in different ways:

Manager is the authorization while leading of their subsidiaries is a map of place they hold

Some leaders can be elected and so selected

Leader can besides emerge by their popular pick and the qualities which they possess

What is Motivation?

Motivation can be defined as the attempt, energy and exhilaration which a individual is ready to use in his work. Motivation is something that causes us to move. It ' s a procedure to excite people to execute actions so that coveted ends can be achieved. Many things can do motive, few of them are:

Desire

Success

Recognition

Job satisfaction

Working in squad

Theories of Leadership:

There are different theories of leading and each of these theories takes instead individualistic prospective of leader. Some of the theories are explained here:

Great Men Theory:

This theory states that the leading is an built-in quality and that the great leaders are born and non made. This theory explains that the great leaders are born and are truly epic to take.

The Trait Theories of Leadership:

The trait theory came out of the " Great Men " theory as a beginning of placing the qualities of a successful leader. There are certain qualities that a leader possesses which can be aggressive behavior, intelligence, intuition, thrust for power accomplishment, inter-personal accomplishments, deep imaginativeness, self-belief, ability to lift above the state of affairs to travel with some administrative accomplishments etc.

It is really difficult to advert all those traits in a individual study but there are some traits that repeat themselves over and over once more and are quite common in most leaders.

Style Theory:

A leader can ne'er bury to be a leader by affecting with his followings or by continuously confer withing them about his determinations. This can damage the worth of a leader and can let the followings to believe that their leader is non deserving his place. Still the manner of leading of different leaders can be different and it can impact the efficiency, effectivity and motive of his followings.

Douglas McGregor: Theory X and Theory Y

In his book " The Human Side of the Enterprise " (1960) , Douglas McGregor claims that the manner of leading will be adapted by the leader from the theories how his subsidiaries and followings will act.

Theory Ten:

An mean human being has an built-in homo being and he ever will hold a disliking of the work given to him. Because of this behavior, these worlds can be punished, threatened, controlled and directed to acquire the maximal attempt out of them to assist accomplish the organisational ends. Direction is needed by the worlds to avoid duty.

Theory Yttrium:

The physical or mental attempt put into the work is merely similar playing and resting. An ordinary human being does n't dislike work and can take it as a penalty or as satisfaction. Autonomy and self-denial of the workers can be more good than extended control.

Contingency Theory:

This theory tells that the ability of a director to be a leader and to act upon his followings depends upon a peculiar state of affairs and it will evidently change from state of affairs to state of affairs. The factors which can change are the personality of leader, manner of the leading, the nature of the undertaking and the conditions of work.

Behavioral Theories:

This theory elaborates that great leaders are made and non born. This theory describes the actions of leader and the behavior of the leader in different fortunes, non his mental quality and interior provinces. Peoples can larn to go leaders ; they do n't hold to be born with these qualities.

Participative Theories:

This theory tells that the best leader is the 1 who counts and praise the input given by others and the followings. The leader encourages and praises the attempts made by the group members for the interest of accomplishing the organisational ends and aims.

Management Theories:

These are besides known as transactional theories and these theories focus on the footings like supervising, organisation and public presentations of the groups. These theories are based on wagers and penalties. These theories are largely used in concern organisations where the employees get wages when they do something good for the organisations and there are besides some penalties that have to endure if they are the cause of loss to the organisation.

Relationship Theories:

These theories are besides known as Transformational Theories. These theories focus on the connexion and relationships that are made between the leader and his subsidiaries and followings. These theories are animating for the subsidiaries and let them to see the importance of finishing a undertaking with motive. Leaderships are concentrating on the public presentation of the squad but they will besides hold to look for the single public presentations, whether an person has performed his responsibilities with his complete potency or non.

What makes a Leader?

Different leaders have to execute otherwise under different state of affairs and fortunes but there are some common qualities and set of accomplishments that can specify what a good leader is:

Emotional Intelligence:

Emotional Intelligence was brought into scene by Daniel Goleman in 1995. It is a really of import quality that a leader must possess. It ' s the ability to comprehend, control and so measure emotions. The people who have researched about emotional intelligence say that it can be learnt and some say that it can be produced besides. In 1990, Peter Salovey and John D. Mayer defined emotional intelligence as the subset of societal intelligence that involves the ability to supervise one ' s ain and other ' s feelings and emotions, to know apart among them and to utilize this information to steer one ' s thought and actions. There are four subdivisions of emotional intelligence:

Perceiving Emotions

Reasoning with emotions

Understanding Emotions

Pull offing Emotions

Communication:

HBS Professor Nitin Nohria says that communicating is a existent work of leading. Nohria believes that great leaders are reasonably good at following

authoritative rhetoric elements. Centuries ago Aristotle said that we can make people utilizing different attacks, we can handle people in a mode to appeal their emotions and we can do statements on their sense of value but the great leaders spend a batch of their clip passing on. Nohria believes that the leaders can convey any message no matter how complex it is. Joe Badaracco, a professor of Business Ethics in Harvard Business School said that a endowment of simpleness is needed in order to explicate things in a few words. A great leader can convey really complicated constructs in merely a few phrases. For a better communicating, cognizing your audience is besides really indispensable. Great leaders ever understand the worth and place of their audience. They know their audience good and in this manner they can pass on with their audience in a far better manner. Joe Badaracco says that being a good communicator is non adequate to be a good leader ; the leader must besides be a good hearer so that he can understand what his audience is seeking to state to him. The leader must be able to state all the difficult worlds and truths to his subsidiaries. Jeff Bezos, the CEO and laminitis of Amazon. com says that one of the cardinal elements of being a good leader is the ability to state the difficult truths and worlds. All these illustrations come under better communicating.

Coping with alteration:

Great leaders can pull off the alterations to the organisation, subsidiaries, squad members or anything else. Effective leaders know and understand the value of alteration and accept the common vision of coveted consequences. Empowerment is besides of import in pull offing the alteration procedure. Pull offing the alteration successfully makes ordinary worlds the great and

effectual leaders. " People frequently resist alteration for grounds that make good sense to them, even if those grounds do n't match to organisational ends. So it is important to acknowledge, wages, and celebrate achievements. " (Kanter)

Cognition:

In the modern epoch where engineering is increasing twenty-four hours by twenty-four hours, cognition is the key to success and they key component of effectual leading. The more you know about something, the more cognition you have about things, the better you will execute. Great and effectual leader must hold knowledge about everything that he is interacting with. Joe Badaracco says that in the old yearss, the leaders had to trust on their subsidiaries for roll uping and implementing the cognition but now a yearss, the leaders must be good plenty in cognition so that they can get by with different state of affairss good.

Creativity:

As the universe is come oning from industrial age to the technological age, creativeness is going one of the cardinal elements and quality of a great and effectual leader. This is one quality that can distinct a leader from a great and effectual leader. Creativity of a leader can give great advantages to the concern organisation. As mentioned above, the creativeness of the CEO of IBM computing machines proved really good for the company and their web logs got great acknowledgment.

Motivation and Teamwork:

Motivation as already mentioned is a quality that can maintain the whole squad motivated and its one of the qualities that a leader must possess. The leader must be able to work with the squad besides and acquire the squad running and working on the ends of the concern organisation. Team work is a truly of import belongings because working entirely is really easy as you will cognize the benefits that you will acquire if you will work good whereas working in a squad as a leader is really tough because the error of an person can do the whole squad to endure the effects.

Difference between Leadership and Management:

Qualities and accomplishments of an effectual leader and director are discussed, now I will advert what is the difference between leading and direction.

Leadership is about puting a new way and vision for the group of people whom the leader is taking that means the leader is the spearhead for the new way whereas direction controls or directs people or resources in a group of people harmonizing to the rules of values that have already been established. Management is about planning, forming, co-ordinating and implementing the schemes and tactics and policies imposed from the top in a rational and waterfall mode. Leadership is more about opening new Windowss, motive, squad work and taking the followings and subsidiaries in to a specific organisational way whereas direction is more about the disposal.

Decision:

Concluding, maintaining in head all the treatment and illustrations, it is really obvious that the points mentioned in Morgan ' s Citation are valid. The scenarios are true, in some instances the leaders are born and in some instances they will travel through state of affairss that will do them effectual leaders and directors. There are some specific qualities and set of accomplishments that differentiate the effectual leaders and directors from others. That qualities and set of accomplishments are mentioned in the study. Whenever a human undergoes difficult combat state of affairss and scenarios, it will assist him better his accomplishments and qualities.

Experience is one thing that can learn you how to respond in different state of affairss. Working under tough conditions with different set of people will let you to prepare your personality as an effectual leader and director. A new born babe can non pull off and take anyone, the conditions and scenarios which he will undergo will do him a great leader and an effectual director. Deep grasp of each and every state of affairs will bring forth creativeness and qualities which are necessary to take and pull off a group of people or an organisation. Leaderships and directors like James Parker, Jim Lentz, Jim Sinegal and Bill Gates are some illustrations which went through the highly hard and tough state of affairs in order to be successful leaders and effectual directors. Close brushs, difficult fought state of affairss, hard conditions and hopeless scenarios are those experiences which can change over an ordinary leader and director into a great leader and a really effectual director. At the terminal, I recommend that the organisational preparations for the personals must be really hard so that at the clip of crisis, they can come up bright and reflecting. They must be given duties and exposure in existent life hard state

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of affairs in order to prepare their accomplishments and to smooth them into great leaders and directors. Analyzing the People Leadership and Management has improved our constructs and our believing about leaders and directors. Knowledge of the qualities and accomplishments of a successful leader and director is obtained and a lesson is learnt that the difficult and hard scenarios will certainly acquire the best out of us and will prepare our personality as a leader and director.