

Abdelhafid Boussouf University Center – Mila

Faculty of Economics, Commercial & Management Sciences

Departement Of Economics

Lectures On : Introduction to Management

Addressed To 1st Year Students – 2nd Semester

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Introduction to Management

Definition of Management

Management is the process of planning, organizing, leading, and controlling resources to achieve specific goals efficiently and effectively.

Functions of Management

1. **Planning:** Setting objectives and determining strategies to achieve them.
2. **Organizing:** Allocating resources and assigning tasks.
3. **Leading:** Motivating and directing employees.
4. **Controlling:** Monitoring performance and making necessary adjustments.

Key Terms in Management

- **Leadership** – القيادة
- **Decision Making** – اتخاذ القرار
- **Strategic Planning** – التخطيط الاستراتيجي
- **Human Resources** – الموارد البشرية
- **Organizational Structure** – الهيكل التنظيمي