Institute of Engineering JIWAJI UNIVERSITY

Presentation On LEVELS Of MANAGEMENT BE 8sem UNIT-I (EL-8103)Electronics

Submitted by:
Swati Dixit
Electronics Dept.

CONTENT

☐ LEVELS OF MANAGEMENT

- INTRODUCTION
- TOP LEVEL MANAGEMENT
- MIDDLE LEVEL MANAGEMENT
- BOTTOM LEVEL MANAGEMENT

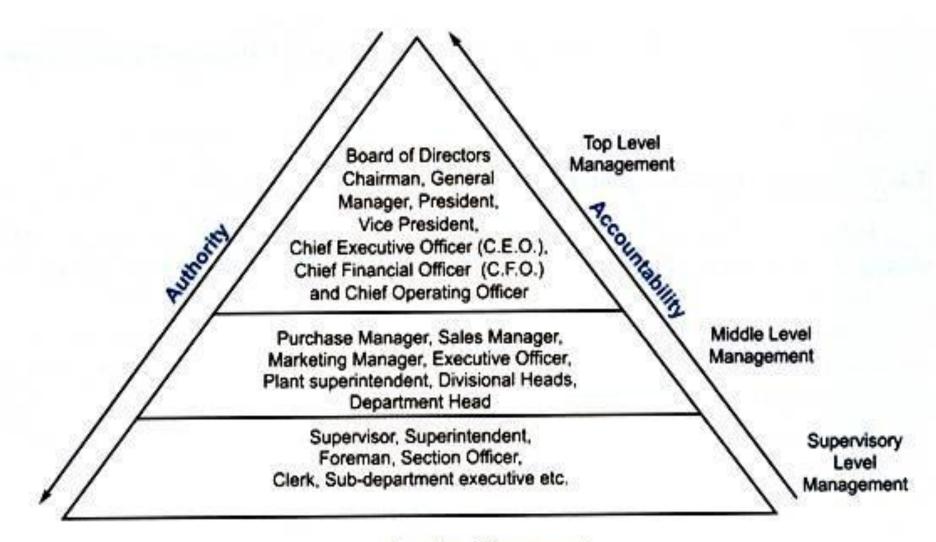
INTRODUCTION

 Differentiation among various administrative positions in an organization.

 It may increase as and when the size of the organization increases and vice versa.

INTRODUCTION

- Determines
- Chain of control
- Power Authority
- & Position
- i.e. given to any management role to an individual in an organization.



Levels of Management

 It is also known as managerial Management.

Every manager has a distinct role
 All managers take decisions.

 Some managers take more important decisions than others.

Which have a greater impact on the entire organization.

Management actually is itself divided into levels.

 Each level of hierarchy has got specific roles.

- A level of
- ✓ Authority,
- ✓ Responsibility,
- ✓ Accountability and
- ✓ deliverables.
- Decision-making therefore is of different levels of complexity.

 and impact at the different levels of management.

 This level consists of the board of directors and managing director.

• It is the supreme source of power.

 Since it manages the policies and procedures of an entity.

 Their main responsibility lies in planning and coordinating.

☐ It is at this level that all the objectives and major policies are laid down.

- ☐ Instructions for preparing
- Budgets for various departments,
- Schedules
- and policies.

 Preparation of premeditated plans and policies are done at this level.

 Appointment of executives at central level or departmental heads.

 Board of Directors accountable towards the shareholders.

For performance of the organization.

MIDDLE LEVEL MANAGEMENT

It is also known as Executive.

Accountable to the top management.

 Under the directional and managerial functions of an organization.

MIDDLE LEVEL MANAGEMENT

 Policies and plans as per the directives of the top management.

 Preparing plans for the sub units of their respective departments.

Activities within the department.

MIDDLE LEVEL MANAGEMENT

Assessment of performance of junior managers.

 Timely and important reports or data to be sent to the top management.

BOTTOM LEVEL MANAGEMENT

- Supervisory or Operational.
- Supervisors, foremen.

 Handing over jobs or responsibilities to a variety of workers.

Responsible for quality and amount of production.

BOTTOM LEVEL MANAGEMENT

 Guidance towards day to day activities of the organization.

 They act as mediators in communicating the problems of workers.

 Undertake recommending solutions to higher level of organization.

BOTTOM LEVEL MANAGEMENT

Role models for the workers.

uphold discipline

stock of the machines

and material required

for the work to be done.

THANK YOU