**Rza-zadə Nuray Menecment**

1. What’s Strategy and Strategic management?3 key strategic management questions. Why is Strategic Managemnt importatant?
2. The Strategic Management process: all 6 steps.
3. Grand strategies-3 Types of corporate strategy.Describe the growth corporate strategy
4. Describe the Boston Consalting Group Matrix
5. What's Business strategy? Adaptive strategy
6. Competitive strategy.M.Porter 5 forces model
7. M.Porter's competitive strategy.
8. Ansoff Matrix
9. What is decision and decision making? Challanges to decision making
10. Types of decisions.
11. Styles of decisions. Environments of decisions
12. Group decisions making (advantages and disadvantages). Group decisions making types
13. Decision making steps
14. Assumptions of Rational decision making
15. Nonprogrammed versus Programmed decision
16. What is motivation? (3 key components). McClelland's need theory of motivation
17. Maslow's theory of motivation
18. Clayton Alderfer’s- ERG theory. Differences from Maslow's Hierarchy
19. Herzberg's two factor theory of motivation
20. McGregors’s theory of motivation
21. Henri Fayol’s 14 principles of management.
22. What is organizational culture? What kind of cultures can managers greate?
23. Expectancy theory of motivation-Victor Vroom
24. Equity theory of motivation-Adam Stacy
25. Grand strategies-3 Types of corporate strategy.Describe the growth corporate strategy
26. Managerial skills definition. Which type of managerial skills do you know?
27. Which levels of management do you know? Functions of first line management.
28. Which levels of management do you know? Functions of top and middle management
29. What roles do manager plays? Environments of organization
30. Benchmarking and types of benchmarking
31. 4 main functions of management. Describe function of the planning.
32. 4 main functions of management. Describe function of the organization. What stages are included by function of the Organization?
33. What is the Business plan and main contents of Bp.
34. What is the outsourcing? Advantages and disadvantages of outsourcing.
35. Describe function of the leading. Pull and don't push system.
36. Describe function of the controlling. Describe control stages, types of control
37. Describe three main output control mechanism.
38. Describe three main behavior control mechanism.
39. Management and manager definitions (tell about several definitions and about resources and goals). Rule of successful management. Difference between management and administration and between effectiveness and efficiency
40. Bureaucratic management
41. What is the system approach?
42. What is the situation(contingency) approach?(example)
43. Neoclassic research- Hawthorne Studies(Elton Mayo, F. Roethlisberger)
44. Burns and Stalker Research
45. Harwood research
46. What is the organizational structure?(definition). 3 main elements of organizational structure. Span of management
47. Describe line and functional structure of management.
48. Describe divisional and matrix structure of management.
49. Leadership definition.Difference between managers and leaders
50. Leadership style
51. Trait theories of leadership
52. Behavioral theories-Ohio State University Research and Michigan University
53. Behavioral theories-Blake+Mouton model(The Grid)
54. Contingency theories-Fiedler Model
55. The Hersey -Blanchard Situational Leadership Model `
56. Transactional versus transformational leadership
57. Leadership and Power
58. Definition of communication. Functions of communication
59. The Communication process. Methods of communication
60. The communications steps
61. Types of communication. 6C's of a communicator
62. Barriers to effective communication
63. Overcoming the barriers and developing effective active listening skills
64. Manager roles in internal and in external communication
65. Definition of conflict. Differing approaches to conflict
66. Types of conflict. The outcome and result of the conflict
67. Conflict resolution techniques
68. Conflict stimulation techniques
69. The source of the conflict.5 Why method.
70. Negotiation skills. Bargaining strategies.
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