Unit 3 - Outcome 1

Business Foundations

**CHAPTER 3**

**Key knowledge**

* Management styles, including autocratic, persuasive, consultative, participative and laissez-faire.
* The appropriateness of management styles in relation to the nature of the task, time, experience of employees and manager preference.

• Management skills, including communicating, delegating, planning, leading, decision-making and interpersonal.

• The relationship between management styles and management skills.

**Complete the following Table.**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Management Style** | **Characteristics** | **Advantages** | **Disadvantages** | **Situations of use. Managers using style** |
| **Autocratic** |  |  |  |  |
| **Persuasive** |  |  |  |  |
| **Consultative** |  |  |  |  |
| **Participative** |  |  |  |  |
| **Liassez-faire** |  |  |  |  |

**Activity:**

**Famous Leaders / Managers Activity**

Q. Contingency or Situational Management Approach is……

Q. Discuss the following statement,

“Once you chose a Management Style you can not change it, as your employees will be used to a certain style and will not cope with change”.

**Key knowledge**

• Management skills, including communicating, delegating, planning, leading, decision-making and interpersonal.

Q. Complete the following Table.

**ALTERNATIVELY**

Prepare a mind map / Flash Cards / brainstorm / Poster(with similar information)

|  |  |  |  |
| --- | --- | --- | --- |
| **Management Skill** | **Description** | **Other information** | **Linked to Management Style** |
| Communication |  |  |  |
| Delegation |  |  |  |
| Planning |  |  |  |
| Leading |  |  |  |
| Decision Making |  |  |  |
| Interpersonal |  |  |  |