

Management Process Review

Vocab/Topics to study for test:

Management

4 types of resources and the most important one

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4 functions of management -

- planning
- organizing
- leading
- controlling

3 Levels of management, what they spend their time doing, and job titles at each level

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Plan

Types of plans- contingency

Skills-

- technical
- conceptual
- interpersonal,
- communication

SWOT- what does it stand for and how can it benefit a company?

Steps in the Decision-Making process

Why would technical skills be important to first-line managers?