

Marks	Grade Point	Letter Grade	Marks	Grade Point	Letter Grade
80>	4.00	A+	55-59	2.75	B-
75-79	3.75	A	50-54	2.50	C+
70-74	3.50	A-	45-49	2.25	C
65-69	3.25	B+	40-44	2.00	D
60-64	3.00	B	0-39	0.00	F

Daffodil Polytechnic Institute, Institute Code: 50238

Lesson Plan – Academic session: January 2025- June 2025

Subject Teacher : Benojir TabassumInstructor

Mark Distribution (for 100Marks)	
Theory Marks	
Midterm	20
Class test	05
Assignment	05
Presentation	05
Attendance	05
Final	60
Total	100

Subject Name : Industrial Management.
 Subject Code : 25852
 Technology : Diploma
 Semester :
 Book Name : Industrial Management (Publisher: Haq Prokashoni)

Subject Aims:

- To provide opportunity to develop skill knowledge and understanding.
- To be able to develop the working condition in the field of industrial or other organization.
- To be able to understand develop the labour management relation in the industrial sector.
- Use of management tools and techniques in the process of decision-making.
- Handling union problems.
- Making case-studies on decision-making.

Subject Outcome:

Students will be able to learn about the basic concepts of industrial management, principle of management, scientific mgt, production planning, organization, motivation, span of supervision, problem solving and decision making, leadership, budget and budgetary control, inventory control, economic lot size, break-even analysis, personal management and human relation, staffing and manpower development, training of staff, job evaluation and industrial laws, assignment based on goals to achieve while supporting changes etc.

Lecture	Chapter/ Exam / Industrial Visit	Learning Area	Learning Outcome	Class/Lab Supporting Equipment's
01	1.Fundamentals of Organisation	1.1 Explain the purpose of an organisation. 1.2 Define management organisation. 1.3 Describe various types and features of organisation structures. 1.4 Explain authority, responsibility, duties and delegation of authority. 1.5 Define span of supervision.	To know about the basic of Industrial Management.	Basic Class Materials : White board, Marker, duster. Book.
02	2. Fundamentals of Management	2.1 Explain the functions of management. 2.2 Relate administration, organisation and management. 2.3 Describe different types of management and in which context they apply. 2.4 Define the specificities of industrial management.	To know about planning.	Basic Class Materials : White board, Marker, duster. PowerPoint Slide: Projector.
03	CT/QT	Chapter 1 & 2	To collect the feedback of student and take next step for betterment.	Exam Papers
	Assignment-01 Assignment on lecture	Assignment on lecture 1 & 2	To build up their confidence level &	Must be submitted within

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			increase creativity on chapter- 01 & 02	the next two lecture.
04	3.Production Management .	3.1 Define production management . 3.2 State functions of production management. . 3.3 Describe “5p”. 3.4 Mention applications of “5p”. 3.5 Define cost control-methods. 3.6 Define inventory & inventory control. 3.7 Describe the fundamentals of maintenance management. 3.8 Explain the importance of quality system. 3.9 Explain the components of quality system.	To know about the concepts of organization.	Basic Class Materials : White board, Marker, duster. Book.
05	Interview/Viva	Any Subject.	For increasing their confident.	Chair, table.
06	4.Productivity Improvement .	4.1 Define productivity. 4.2 List factors affecting industrial productivity. 4.3 Describe productivity improvement techniques. 4.4 Describe the lean manufacturing approach. 4.5 Explain the concept of Just in Time.	To know about Motivation.	Basic Class Materials : White board, Marker, duster. Book.

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07	CT/Quiz Test	1 to 4 Chapters.	To collect the feedback of student and take next step for betterment	Projector
08	Assignment-02 Assignment on lecture	Assignment-02 Assignment on lecture 01 - 06	To build up their confidence level & increase creativity on chapter- 01 - 06	Must be submitted within the next two lecture.
Midterm				
09	5. Planning	5.1 Discuss importance of planning. 5.2 Explain the Steps in planning. 5.3 Explain the factors affecting on planning . 5.4 State different types of production planning and control. 5.5 Describe the way to manage personal time.	To know about the concept of span of supervision.	Basic Class Materials : White board, Marker, duster. Book.
10	6. Supply Chain Management	6.1 Define supply chain management. 6.2 Explain the components of supply Chain management. 6.3 Explain production integration into supply chain management.	To know about the concept of motivation.	Basic Class Materials : White board, Marker, duster. ,Book

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11	CT/Quiz Test	Chapter 5 & Chapter 6	To collect the feedback of student and take next step for betterment.	Exam paper
12	7. Human Resources Management and Development (HRM-HRD)	7.1 Describe the main functions in human resources management (HRM). 7.2 Describe the main functions in human resources development (HRD) 7.3 Explain the role of manager in the recruitment process. 7.4 Explain the role of manager in the training process. 7.5 Explain the role of manager in the performance management system. 7.6 Mention the components of compensation and benefits system.	To know about the basic concepts leadership.	Basic Class Materials : White board, Marker, duster. Book
13	8. Leading a Team	8.1 Define leadership . 8.2 Identity personality traits impacting leadership style. 8.3 Discuss the types of leadership. 8.4 Define motivation and motivational cycle. 8.5 State the importance of motivation. 8.6 List motivation drivers based on Maslow, Herzberg adapted to various generations. 8.7 State concept of Theory-X, Theory-Y and Theory-Z.	To know about the concept of decision making.	Basic Class Materials : White board, Marker, duster. Book
14	9. Work Assignment	9.1 List different types of leadership styles. 9.2 Describe the leadership style to the work assignment and delegation. 9.3 State SMART goal. 9.4 Set SMART goals to support work assignment.	To know about the concept of personnel management.	Basic Class Materials : White board, Marker, Book

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		9.5 Identify ways to reduce resistance to change during work assignment.		
15	10. Problem Solving and Decision Making	10.1 Mention the steps of problem solving. 10.2 Explain tools used to analyze and solve problem addressing the 5M components. 10.3 Define decision making. 10.4 Discuss different types of decision-making process. 10.5 Describe the steps in decision making.	To know about the concept of staffing and manpower development..	Basic Class Materials : White board, Marker, duster. Book
16	CT/Quiz Test	Chapter 7,8, 9 & Chapter 10	To collect the feedback of student and take next step for betterment.	Exam paper
17	Assignment-03	Assignment on lecture 7,8,9 & 10	To build up their confidence level & increase creativity on chapter 7,8,9,10.	Must be submitted within the next two lecture.
18	Review Class	All Chapter: (Regarding students problems)	To review full chapter	Basic Class Materials : White board, Marker, duster. Book

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