

Principles of Management
SEM II

Techniques or Elements of Scientific Management: →

- I) Scientific Task setting - Taylor stressed on setting of standard task which an average worker should do during a day through scientific task setting. He termed it as "a fair day work".
- II) Work study → In work study Taylor stressed on methods study, Fatigue study, time study and scientific rate setting to increase the efficiency of the workers.
- III) Planning → Planning is heart of Taylor's scientific management and suggested the setting of planning department so that workers will know what to do. Planning dept. should decide about equipments, machines, time required, materials, quality and quantity of products.
- IV) Differential rate system of wages → He suggested that efficient workers should be paid from 30% to 100% more than the average workers. It means workers who produce more than the standard quantity should get more higher wages.
- V) Standardization → Taylor suggested the standardization of not only production but tools, equipments and working conditions also.
- VI) Scientific selection and training → Taylor advocated the need for proper selection and training of workers through scientific method. He thought of right person in chosen proper training will be given then production.

Elements of Scientific Management

It may increase wages. It may change the behaviour of the workers.

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viii) Functional Organisation : →
Taylor suggested that instead of one foreman ^{with was} during the traditional management and plant system, 8 foremen ^{should be} should be selected. 4 foremen ^{should be} in planning work like routine clerk, time and cost clerk, instruction clerk and discipline clerk and rest 4 foremen ^{should be} in operation like gang boss, speed boss, repair boss and inspector.