**ST.JOSEPH’S COLLEGE FOR WOMEN (AUTONOMOUS), VISAKHAPATNAM**

**IVSEMESTER HOMESCIENCE TIME: 4HRS/WEEK**

**HS 4204 (3) RESOURCE MANAGEMENT & FAMILY ECONOMICS MAX.MARKS:100**

**w.e.f. 2020 –2021(“20AH”) SYLLABUS**

**COURSE OBJECTIVES:**To enable the students to

1. To become better managers.

2. Understand the meaning and implementation of management with special reference to house.

3. Recognize and utilize resources available to them to achieve better quality of life.

4. Recognize the internal and external factors affecting financial decisions of a family.

5. Increase students’ ability to make wise use of money.

6. Understand the impact of government policies on family spending

**COURSE OUTCOMES:**

On successful completion of the course, the student shall

1. Understand about the process of management, resources, and money management.
2. Demonstrate ability to identify economical goals of family
3. Exhibit the ability to demonstrate efficient management of time and energy.

**UNIT I**

**MANAGEMENT PROCESS:**

a. ManagementProcess – Steps – Planning, Organizing, Controlling & Evaluating.

b. Types of managerial situations in family- Elementary, Growth& Developmental and Preventive.

c. Roles played by Home Maker, Role Overload, Role Conflict.

d. Systems Approach to Management- Elements and Importance.

**UNIT II**

1. Factors motivating Management: Values, Goals & Standards – Types, Factors influencing, Inter-relationship
2. Resources – classification, factors influencing
3. Decision Making – Steps in Decision making, Types of Decisions, Factors influencing Decision making.
4. Conflict Resolution –Methods, Importance.

**UNIT III**

1. Time Management – Importance, Tools of time management – Time Norm, Time Cost, Work Norm, Work Curve, Peak Load; Management Process applied to Time – Planning , Controlling & Evaluating.
2. Energy Management – Importance, Management process applied to Energy; Fatigue – Types- Physiological & Psychological, Methods of Coping.
3. Work Simplification – Techniques to study work simplification -Process Chart, Pathway Chart, Operation Chart; Mundell’s Classes of Change – Three classes of Change.

**UNIT IV**

1. Family as an Economic Unit – Functions, Economic Goals of Families, Factors influencing Economic Goals
2. Family Income – Definition, Classification, Methods of handling Family Income, Methods of Supplementing Family Income.

**UNIT V**

1. Family Expenditure – Heads of expenditure.
2. Budget – Steps in Budgeting, Budgets for Different Income Levels, Factors influencing Family Budget.
3. Savings – Importance, Benefits of Savings, Modes of saving in India – Advantages & Risks.

**REFERENCE BOOKS:**

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**ST.JOSEPH’S COLLEGE FOR WOMEN (AUTONOMOUS), VISAKHAPATNAM**

**IVSEMESTER HOMESCIENCE TIME: 2HRS/WEEK**

**HS 4254 (2) RESOURCE MANAGEMENT & FAMILY ECONOMICS MAX.MARKS:100**

**w.e.f. 2020 –2021(“20AH”) PRACTICAL SYLLABUS**

**COURSE OBJECTIVES:**To enable the students to

1. To become better managers.

2. Understand the meaning and implementation of management with special reference to house.

3. Recognize the internal and external factors affecting financial decisions of a family.

4. Increase students’ ability to make wise use of money.

**COURSE OUTCOMES:**

On successful completion of the course, the student shall

a. Analyze the various ways to reduce expenditure

b. Recognize and utilize resources available to them to achieve better quality of life.

c. Increase students’ ability to make wise use of money

d. Exhibit the skills of a better manager of resources.

1. Decision making – technique of decision tree
2. Time norm – for any two activities
3. Work norm – for any two activities
4. Study of peak load of selected career women/full time home makers through personal interview
5. Study of work simplification by using a) process chart b) pathway chart
6. Study of fatigue experienced by women through personal interview
7. Study of economic goals of selected home makers from beginning, expanding and contracting stages of family life cycle.
8. Planning of budget for different income levels.
9. Study of different modes of savings – visit to post office/banks to know

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