

Paper –Principles and Practice of Management

Dr. James Hussain

Paper Code-MB-101,

Assistant Professor (Guest Faculty)

MBA, Sem-I

[Email.-mbajames123@gmail.com](mailto:mbajames123@gmail.com)

Topic- Co-ordination

Co-ordination: Co-ordination is the epitome of management. Management is frequently equated to co-ordination. Co-ordination is the effort to ensure the smooth interplay of the functions and forces of all the different components and parts of an organisation to the end that its purpose will be realised with a minimum of friction and maximum collaborative effectiveness. It is an orderly arrangement of group effort, to provide unity of action in the pursuit of common purpose. James D. Mooney calls co-ordination as the first principle of organisation. Co-ordination is not a separate activity of a manager. Co-ordination permeates all the managerial functions. As the manager is involved in first function, i.e., planning, he must strive for co-ordination immediately. He should discuss various problems, plans, and alternatives with the concerned people from all the departments and must see that the plans are co-ordinated to the maximum extent. Co-ordination is our essential part of organising.

"Co-ordination is the process whereby an executive develops an orderly pattern of group effort among subordinates and secures unity of action in the pursuit of a common purpose."

Mc Farland

"Co-ordination is an orderly arrangement of group effort to provide unity of action in pursuit of a common purpose."

Mooney & Railey

"Co-ordination is the balancing and keeping the team together by ensuring a suitable allocation of working activities to the various members. and seeing that they are performed with due harmony among the members themselves."

E.F.L. Brech

"To co-ordinate is to harmonise all the activities of a concern so as to facilitate its working and its success. It is to accord things and actions their rightful proportions and to adapt means to ends. In a well co-ordinated enterprise each department or division works in harmony with others and is fully informed of its role in the organisation the working schedules of various departments are constantly attuned to circumstances."

Henry Fayol