

M.A2nd year
3rd semester
Paper-1 Family Resource Management
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Resources can be defined as anything we use to achieve what we want (our goals). In other words, they are the materials and human attributes which satisfy our wants. The concept of management involves planned use of resources directed towards the achievement of desired ends. This involves the

weighing of values and the making of series of decisions. In home management, a home in which goals (ends) are being attained with some degree of satisfaction may be considered as well managed

home where management is practiced in an orderly manner. Home management is the vital factor in every family contributing to the overall health, happiness and well-being and higher standard of living for the family members. In simpler terms, home management is defined as the mental process

of utilising the available resources to achieve what you want in life. Management is a process involving activities, through which action is initiated and resources are used for achieving a goal.

For

this purpose, certain guidelines in the form of values, goals and standards can be formulated by every

manager. For sure attainment of desired goals it becomes essential to plan, organise, coordinate and control all the activities, so that the resources are not wasted.

Management Process:

Management process consists of five steps 1) Planning 2) Organizing 3) Directing. 4) Controlling 5) Evaluating and are discussed below in detail.

1. Planning: Planning is very important to the success of management process. It is basically working

out ways or course of action to achieve the goals. Planning can be habitual or conscious.

Planning involves thinking through the possible ways of reaching a desired goal. It also involves developing a sequence of actions within an overall organizational structure. The entire task from beginning to its completion must be viewed in whole. If the paths leading to the goals are easy to see,

the choice of the best plan can be made quickly. When the path is hard to see due to some obstacle, the planner must find ways of overcoming them. As children do not have enough experience, they can

get the help of an experienced adult to plan. The final act in planning is arriving at a decision. 'It is the

gate that releases action'. Good planning requires the use of the powers of thinking, memory, observation, reasoning and imagination. These powers make it easier to plan and to meet situations in

everyday living. While planning, the following points should be considered.

There should be a balance between the amount of resources available and the demands or needs.

- The decision should be made according to individual situations.

- The plan should be realistic.
- The plan should be flexible.

Single-use plan is one that is developed for a specific function, event or activity with the anticipation

it will not be used again. While repeat use plan is one that is developed in the anticipation, it will be modified and frequently used in similar situations, for similar demands or events or to resolve like problems. Sequencing is a phase of the planning component of management process in which all tasks

necessary to achieve the goal are placed in a logical order; the standards for each task are established.

2. Organizing:

Organising involves the performance of the following tasks. a. Division of work among employees (assignment of duties) b. Delegation of authority (transfer of official rights by a superior to his subordinate) c. Creation of accountability (the subordinate, to whom work has been assigned and authority has been delegated, is made answerable for the progress of work).

3. Directing

Directing the human resource does not mean the process of issuing mere orders and instruction to the

subordinate staff. It is, in fact, the process of supervising, guiding and motivating the employees in order to get the best out of them. By performing the directing function, the human resource manager

will also be able to get the whole –hearted support and co-operation of all his subordinate staff. This

help in the effective attainment of the enterprise objective.

4. Controlling

Controlling is carrying out the plan. This step calls for flexibility in thinking. At times new decisions

are required which may result in changes in plan. For example: when the menus are planned for meals, if certain things are not available during shopping a fresh decision need to be made. The different phases of controlling are

Energising: This is initiating and sustaining the action. The individuals who are involved in doing a particular task must be energized in order to get results. In spite of having a good plan, sometimes implementing the plan would become difficult. Here, the energizing function would act as a catalyst.

- Checking: This is a quick step by step evaluation of the progress of a plan. To go to school on time

one has to get the clothes, the meals and books ready, which need checking of time at all stages.

- Adjusting: Adjusting is done in the plan if there is a need for fresh decisions to be taken. This should be done taking into account the problem in hand and the resources available. Getting into action, keeping the resources mobile and knowledge of what is to be done are all important in this step.

5. Evaluating

This is a checking up process, which may help one move forward. The efficiency of the process and the quality of the end product are to be checked. When there is clear cut objectives it becomes

easier

to evaluate the entire process. The success or failure of the plan must be evaluated on the basis of the

set goals. In case of failure the demerits of the plan may be noted and rectified while making further

plans. Evaluation can be general or more detailed. Thus management in the home is a dynamic force

in day to day living and is the administrative side of family living. The steps in the management process are interdependent and interrelated for efficient, effective and dynamic use of resources which

leads to the proper management of the house, whereby goals are achieved to attain maximum satisfaction