

PLANNING

BY,
N.BHRAMARAMBA
ASSISTANT PROFESSOR

PLANNING

Planning is deciding in advance what to do, how to do it, when to do it and who to do it. It involves anticipating the future and consciously Choosing the future course of action.

“According to Hayman,

Planning is the function that determines in advance what should be done.”

FEATURES OF PLANNING

- Planning is goal-oriented
- Planning is a primary function
- Planning is all-pervasive
- Planning is a continuous process
- Planning is forward-looking
- Planning involves choice
- Planning is directed towards efficiency

STEPS INVOLVED IN PLANNING PROCESS

- Define The Task
- Identify Resources
- Consider Alternative
- Create The Planning
- Work The Plan
- Evaluate

ADVANTAGES

- Focuses attention on objectives and result
- Reduces uncertainty and risk
- Provides sense of direction
- Encourages innovation and creativity
- Helps in co-ordination
- Guides decision-making
- Provide efficiency in operation

DISADVANTAGES

- Lack of accurate information
- Time and cost
- Resistance to change
- Lack of ability to plan
- False sense of security
- Environmental constraints

THANK YOU