

# **SUPERVISION AND MANAGEMENT**

## **CONCEPTS AND PRINCIPLES**

# INTRODUCTION

- There is an old saying that “which is not inspected is not done”. Hence, inspection , overseeing ,and supervision arise in response to need inherent in the functioning of an organization.



## MEANING

- The term “supervision” has its origin in two Latin words : super meaning “above” ; video, meaning “I see”. In a hierarchical organization no one can claim to work without proper supervision . For proper functioning of an organization , it is very essential that there should be proper coordination and link among different parts and organs of an organization.



# DEFINITION

- Supervision is defined as a two way dynamic and social process undertaken for a specific purpose of fulfillment of organizational goals by striving to maintain the required quality of performance through constantly supporting and assisting the worker to perform the best .
- Supervision has been defined as a cooperative relationship between the leader and one or more person to accomplish a particular job.



## DEFINITION CONT.....

- Supervision has been defined as a cooperative relationship between the leader and one or more person to accomplish a particular job.
- According to **Jean Barret** , supervision is kind of teaching which involves advising , helping , inspiring , leading and liberating.



## DEFINITION CONT.....

- **Terry and Franklin** meant supervision as “guiding and directing efforts of the employees and other resources to accomplish stated work outputs”.



# Management as a Science and as an Art

## Art

- It results to the accomplishment of objectives through the use of human efforts.
- Requires skill and careful study in the management of any endeavor.



## Science

- It is a systematic body of knowledge.
- gathers and analyzes facts and formulates general laws or principles from these facts.

\*\*\* Management seeks to integrate into a unified, coordinated whole the essential factors that makes up an organization – personnel, finance, production, sales or marketing, purchasing, and procurement, administration, and advertising.



# Concept of Supervision

- Moora in Kohhar (2005): Supervision include those activities which are primarily and directly concerned with studying and improving of which surround and growth pupils
- Igbo (2002), Supervision is helps to improve the teaching function
- Nwaogu (1980):Supervision is process of helping, guiding, advising and simulating growth in the subordinate in order to improve of the quality of his work.





- Supervision is therefore any program which help teacher achieve both qualitative and quantitative instructional delivery.
- Supervision is an indispensable variable in the teaching learning process, as well as the overall school and education objective.
- Supervision involved supervising the teaching cum classroom of the teacher.
- Supervision can only be said to be effective if it achieve its stated objective which is quality instructional delivery.
- Anything to the contrary means the failure of the program of supervision.



- It is important to distinguish between supervision and inspection.
- Both processes aim at checking the work subordinates.
- Inspection as a concept is however more outdated which aim to evaluate work of teacher to find the fault of them.
- Supervision is more modern concept which aim to help the teacher improve his/her work to become a better teacher especially in his/her capacity to deliver quality instruction to the students.



# CONCEPT OF MANAGEMENT

## A. TRADITIONAL CONCEPT

- Management is the art of getting things done through others. *(Mary Parker Follett)*
- Management consists of getting things done through others. A manager is one who accomplishes organizational objectives by directing the efforts of others. *(C.S. George)*

## B. MODERN CONCEPT

- Management is establishing an effective environment for people operating in formal organizational group. *(Koontz and Odonnel)*
- Management is the co-ordination of all resources through the process of Planning, Organizing, Directing and Controlling in order to attain stated objectives. *(F.W. Taylor)*

## PRINCIPLES OF SUPERVISION

- Supervision should encourage self expression so as to draw out potential abilities of a worker
- Supervision should provide initiative to individual to take more responsibility.
- Supervision should provide full opportunity to do work in cooperation to develop the team spirit . And develop good interpersonal relationship.
- Supervision should give autonomy to the workers depending from personality, competence and characteristics .
- Supervision interprets policies and give creative instructions



# PRINCIPLES OF SUPERVISION

- Supervision should meet the individual needs.
- Supervisor should always think herself as a leader so as to give guidance help and encouragement .
- Supervision should be democratic .
- Supervision should be well planned and adopted to good planning . It calls for good planning and organization .
- Good supervision respects the personality of an individual (employee).



# Principles Of Management

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graph TD; A((Principles Of Management)) --- B((ESPIRIT DE CORPS)); A --- C((DIVISION OF WORK)); A --- D((Authority)); A --- E((DISCIPLINE)); A --- F((UNITY OF COMMAND)); A --- G((UNITY OF DIRECTION)); A --- H((SUBORDINATION OF INDIVIDUAL INTERESTS TO THE GENERAL INTERESTS)); A --- I((REMUNE-RATION)); A --- J((CENTRALIZATION)); A --- K((SCALAR CHAIN)); A --- L((ORDER)); A --- M((EQUITY)); A --- N((STABILITY OF TENURE OF PERSONNEL)); A --- O((INITIATIVE));
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# CONCLUSION

- Supervision is more than inspection and investigation .It is a key to successful administration and is most important functions in an organization. So, today we have discussed about principles and techniques of supervision.



THANK YOU

