

# PERSONNEL MANAGEMENT (N4)

## MODULE 2

### THE NATURE OF AN ORGANISATION (PART 1)

**By the end of this lesson,  
you should be able to:**

- ▶ **Explain the following concepts:**
  - ▶ Vision, Mission, Values, Policy, SWOT analysis and SMART Objectives
- ▶ **Explain how policy is formulated in practice and why**
- ▶ **Explain the influence that the external environment could have on the organisation – in a practical manner**

### **DEFINITIONS OF THE FOLLOWING CONCEPTS:**

- ▶ **Vision**
  - ▶ It is where the organisation sees itself in the future.

# Personnel Management Npaper 1

**E Durkheim**



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