

# UPSC Management Optional Books

## UPSC Management Books Paper-1

The first paper, or the Paper-1 of the management optional syllabus deals with Managerial Function. It includes topics namely, Concepts and Foundations of Management, Entrepreneurship, Evolution of Management Thoughts, Management of innovation, Process and customer orientation, etc. Here are some UPSC management books that would help you cover the topics covered in Paper-1.

- Fundamentals of Management by DeCenzo, Agarwal, Bhattacharya and Robbins
- Organization Behaviour by Stephen Robbins
- Human Resource Management by K Aswathappa
- Marketing Management by Philip Kotler
- Financial Management by Prasanna Chandra
- Financial Management by Rustagi
- Cost and Management Accounting by MN Arora

## UPSC Management Optional Books Paper-2

Paper-2 of the UPSC management paper is all about Organisational Behaviour and Design. This paper includes a Conceptual model of organizational behavior, organizational change and development, decision making, job design, organizational change, and development, etc. following UPSC Management Optional Books are recommended for the paper-2.

- Quantitative Approaches to Management by Levin and Rubin
- Management Information Systems by either Laudon or O'Brien
- Strategic Management by Hill and Jones
- International Business by Hill and Jain
- Operations Management by Heizer and Render
- Business Environment by AC Fernando

## UPSC Management Optional Books for Reference

Below we have mentioned some books for management optional only for reference. Make sure you read the topics that are part of the UPSC management syllabus. You can also count on the IGNOU materials and online browsing for note-making.

### Reference UPSC Management Books Paper-1

- Managerial Function and Process: Principles of Management by Harold Koontz
- Marketing Management: Marketing Management By Philip Kotler
- Organizational Behaviour and Design: Essentials of Organisational Behavior by Stephen P Robins | Organizational Theory and Design by Richard Daft
- Financial Management: Principles of Corporate Finance by Brealey Myers
- Accounting for Managers: No book required
- Human Resource Management: HRM by VSP Rao

### Reference UPSC Management Optional Books Paper-2

- Quantitative Techniques in Decision Making: Quantitative Techniques by ND Vohra
- Government Business Interface: No book required topic wise search
- Production and Operations Management: POM by SN Chary
- Management Information System: No book required, topics search
- International Business: Business Environment by AC Fernando
- Strategic Management: Competitive Strategy by Michael Porter