



## Management and administration

### Nota de alcance:

**Management and administration** is the study of planning, directing and operating the functions and activities of organizations and institutions. Programmes in management also including administration, economics, finance etc. are included here if emphasis is given to management and administration.

Programmes and qualifications with the following main content are classified here:

- Administration
- Educational management
- Employment management
- Entrepreneurship
- Health administration
- Logistic management
- Management science
- Office management
- Organizational theory and behaviour
- Personnel administration
- Personnel management
- 'Start your own business' courses
- Supply change management
- Training management

**Include:** Study of leadership in the context of management is included here.

### Excluye:

Training in leadership in the context of personal development is excluded from this detailed field and included in detailed field 0031 'Personal skills'.

~~Study of administration in the meaning of office work is excluded from this detailed field and included in detailed field 0415 'Secretarial and office work'~~

Fuente: . Disponible en: <https://vocabularios.educacion.gov.ar/vocabulario/iscedf/termino/48>