### BBA I YEAR

#### I SEMESTER

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1st Semester Total No. Of Hours: 30 20

#### II SEMESTER

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II nd Semester Total No. Of Hours: 30 21
# BBA II YEAR

## III SEMESTER

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**III rd Semester Total No. Of Hour**

30 21

## III SEMESTER (ALLIED OPTIONAL (AO) & ELECTIVE GENERAL(EG) OFFERED BY BBA)

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**IV th Semester Total No. Of Hour**

30(+3) 25
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## BBA III YEAR

### V SEMESTER

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V th Semester Total No. Of Hour | 30 | 28 |

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VI th Semester Total No. Of Hour | 30 | 30 |
BU 1502 - FINANCIAL ACCOUNTING

SEMESTER : I  CREDIT : 6
CATEGORY: MC  NO. OF HOURS / WEEK: 6

OBJECTIVES:
1. To enable the students to understand the need for making adjustments while preparing final accounts of a sole trader
2. To facilitate students to convert incomplete records into systematic accounting
3. To familiarise the accounting procedure for different kinds of businesses Viz., Branch, Hire Purchase, Departments etc.

Unit 1: FINAL ACCOUNTS

Final accounts of sole trader - Depreciation Accounting- meaning, causes, objectives, methods - Straight Line and Diminishing Balance including change in the method of depreciation.

Unit 2: SINGLE ENTRY


Unit 3: BRANCH ACCOUNTS

Branch Accounts – need - dependent branch- features – inter branch transfers debtors system - Stock and Debtors system.

Unit 4: HIRE PURCHASE


Unit 5: DEPARTMENTAL ACCOUNTS

Departmental accounts – purpose, allocation of expenses – departmental trading account - Inter-department transfers at cost & at margin – general profit/loss account - balance sheet – Insurance Claims, loss of stock only.

COURSE TEXTS

COURSE REFERENCES
OBJECTIVES:
1. To enable the students to have an overview of Business Environment
2. To provide opportunities to analyze and appreciate the need for business environment
3. To relate the relevance of business environment components and its impact on business and society

Unit 1: BUSINESS ENVIRONMENT- AN OVERVIEW


Unit 2: POLITICAL ENVIRONMENT


Unit 3: ECONOMIC ENVIRONMENT


Unit 4: SOCIAL & CULTURAL ENVIRONMENT


Unit 5: GLOBAL ENVIRONMENT


COURSE TEXTS
BC1100 - ELEMENTS OF STATISTICS
(w.e from A.Y 2013 -2014)

SEMESTER:  I                           CREDIT : 4
CATEGORY: AR 1 (for B.B.A / B.Com (CS))       NO. OF HOURS/WEEK: 6

OBJECTIVES:
1. To introduce the basic concepts of Statistics.
2. To expose Statistical techniques for business data analysis.

Unit 1: INTRODUCTION


Unit 2: PRESENTATION OF DATA


Unit 3: MEASURES OF DISPERSION

Range – Quartile deviation – Mean deviation – Standard deviation – Coefficient of variation – Combined mean and standard deviation – Skewness : Karl Pearson and Bowley’s coefficient of skewness.

Unit 4: CORRELATION & REGRESSION


Unit 5: TIME SERIES

COURSE TEXT:

COURSE REFERENCES:

BU 2502 - BUSINESS MANAGEMENT

**SEMESTER**: II  **CREDIT**: 6  **CATEGORY**: MC  **NO. OF HOURS / WEEK**: 6

**OBJECTIVES:**
1. To enable the students to appreciate the contribution made by management thinkers towards the basic principles and functions of management.
2. To familiarize students with the principles, functions and techniques used to effectively manage business enterprises.
3. To provide opportunities to apply the general functions of management in day-to-day managerial practice.

**Unit 1: MANAGEMENT**

Definition & Meaning of management – Functions of Management – Managerial skills – Levels of management – Roles of manager, Management as a Science or Art – Approaches to management – Contribution to management thinking by F.W. Taylor, Henry Fayol, Peter Drucker and Hawthorne experiment.

**Unit 2: PLANNING**


**Unit 3: ORGANISING**

Unit 4: DIRECTING


Unit 5: CONTROLLING


COURSE TEXTS:

COURSE REFERENCES:

BU 2503 - MANAGEMENT INFORMATION SYSTEM

SEMESTER : II
CATEGORY: MC
CREDIT : 3
NO. OF HOURS/WEEK: 3

OBJECTIVES:
1. To introduce to the students an understanding of MIS as a competitive strategy.
2. To enable students to develop MIS Systems.
3. To enable students to appreciate the ethical challenges of Information Technology.

Unit 1: INTRODUCTION

Role of MIS: Strategic Advantage with MIS, Competitive Strategy Concept, the Value Chain and Strategic IS, Using IT for Strategic Advantage: Business Process Re-engineering, Creating a Virtual Company, Improving.

Unit 2: BUSINESS QUALITY

Total Quality Management, Becoming an Agile Company, Building a Knowledge Creating Company.
Unit 3: DEVELOPING MIS SYSTEMS


Unit 4: APPLICATIONS

Enterprise Resource Planning (ERP), Customer Relationship Management (CRM), Security.

Unit 5: INFORMATION ETHICS

Ethical Challenges of IT, Ethical Responsibility - Business Ethics, Technology Ethics; Cyber Crime and Privacy Issues.

COURSE TEXTS:

COURSE REFERENCES:
3. Arora Ashok, Bhatia Akshaya, Management Information System (Excel, 1st), 2009

CA 2100 – WEB COMMERCE

SEMIESTER : II CREDIT : 4
CATEGORY: AR 2 NO. OF HOURS/WEEK: 6

OBJECTIVES:

1. To impart knowledge in business through web and the internet basics, mail, secure mails, documentation, publications.
2. To enhance the knowledge of students in different payment modes and the security through the internet.

Unit 1: INTRODUCTION

Unit 2: E-COMMERCE


Unit 3: ELECTRONIC PAYMENT SCHEMES

Internet monetary payment and security requirements-payment and purchase order process-online electronic cash- E-cash interoperability-electronic payment schemes- MasteCard / Visa secure electronic transaction- E-mail and secure E-mail technologies for electronic commerce.

Unit 4: COMPUTER SECURITY


Unit 5: INTERNET RESOURCES FOR COMMERCE


COURSE TEXTS

COURSE REFERENCE:

BU3502 - LEGAL ASPECTS OF BUSINESS

SEASONER : III CREDIT : 6
CATEGORY: MC NO. OF HOURS / WEEK: 6
OBJECTIVES:
1. To enlighten the students the elements of general contract and special contracts.
2. To enable the students to understand and deal with various contracts in his day-to-day life, be it for his business or profession.
3. To expose the students to legislation relating to sales.

Unit 1: CONTRACT ACT – AN OVERVIEW

Nature of a contract - kinds of contracts - Offer - acceptance - Consideration - Capacity to contract.

Unit 2: LEGAL ASPECTS OF CONTRACT


Unit 3: LAW OF INSURANCE

Nature and characteristics of insurance contracts - principles of insurance - Life insurance - Fire insurance - Marine insurance - Carriage - Private carrier and common carrier - Rights of common carrier - Duties of common carrier - Liabilities of a common carrier.

Unit 4: AGENCY & SALE OF GOODS ACT


Unit 5: VAT & SERVICE TAX


COURSE TEXTS:

COURSE REFERENCES:
BU3503 – PRINCIPLES OF MARKETING

OBJECTIVES:
1. To enable the students to understand the elements of the complex world of marketing.
2. To impart to the students the need for marketing science in the modern business world.
3. To enable the students to understand the need for customer relationship.

Unit 1: INTRODUCTION

Definition of markets, Marketing and Marketing Management - Marketing and consumer environment - Marketing Mix - understanding the consumer, consumer markets and business markets.

Unit 2: PRODUCT


Unit 3: PRICING AND PLACE

Pricing - factors to consider for pricing - internal and external, including pricing objectives - methods of pricing - adopting the price- Marketing channels and its nature - their functions and types - Channel design management - Channel behavior, organisation and conflict.

Unit 4: PROMOTION

Promotion - a view of the communication process - Setting the communication objectives - Steps in developing effective communication - Setting the total promotion budget - Setting the promotion mix.

Unit 5: CREATING COMPETITIVE ADVANTAGE


COURSE TEXT


### COURSE REFERENCES


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### BU3202 - INDUSTRIAL RELATIONS

**SEMESTER:** III  
**CREDIT:** 4  
**CATEGORY:** AO1  
**NO. OF HOURS / WEEK:** 6

**OBJECTIVES:**

1. To introduce the basic concepts of industrial relations to the students.
2. To familiarize the students with the terms of collective bargaining in the light of industrial conflicts.
3. To enable the students to understand the nature of grievances and indiscipline that exist in an organization.

**Unit I – INTRODUCTION**

Concepts of industrial relations – definition – characteristics – scope – factors influencing industrial relations - key players in a system of industrial relations – approaches to the study of industrial relations.

**Unit II - INDUSTRIAL CONFLICTS**


**Unit III – COLLECTIVE BARGAINING**


**Unit IV – TRADE UNIONS**

Unit V – GRIEVANCE AND INDISCIPLINE


COURSE TEXT:

REFERENCE TEXT:

BU3300 - ORGANISATIONAL BEHAVIOUR

SEMESTER: III  
CATEGORY: EG 1  
CREDIT : 1  
NO. OF HOURS / WEEK: 3

OBJECTIVES:
1. To familiarize the students with the behavioural patterns of human beings at individual and group levels in the context of an Organization, which in its turn is influenced by the environment enveloping it.
2. To enhance the students with regard to knowledge, Prediction and control of human behaviour.

Unit 1: FOCUS AND PURPOSE

Frame work of organisational behaviour – characteristics of organisational behaviour – objectives – social sciences associated with the study of organisational behaviour – models of organisational behaviour – challenges.

Unit 2: INDIVIDUAL BEHAVIOUR


Unit 3: GROUP BEHAVIOUR

Unit 4: LEADERSHIP AND POWER

Meaning – Importance – Leadership styles – Theories of leadership — Sources of power – Power and Politics.

Unit 5: ORGANIZATIONAL CULTURE

Characteristics and functions of Organizational culture – kinds of culture – changing the culture in the organisation – organisational change – resistance to change – managing resistance to change.

COURSE TEXT:

REFERENCE TEXT:

BU4503 - BUSINESS ETHICS AND CORPORATE SOCIAL RESPONSIBILITY

SEMESTER : IV CREDIT : 3
CATEGORY: MC NO. OF HOURS / WEEK: 3

OBJECTIVES:
1. To acquaint the students understand the importance of values in business
2. To acquaint them with the latest trends in corporate social responsibility
3. To bring out the social responsibility of business

Unit 1: CORPORATE ETHICS

Values – concepts – types and formation – principles of managerial ethics – relevance of ethics and values in business.

Unit 2 : CORPORATE SOCIAL RESPONSIBILITY (CSR)
Social responsibility of a business firm – stakeholders – response of Indian firms towards CSR.

Unit 3 : CSR AND CONSUMER PROTECTION

Consumerism – unethical issues in sales, marketing and technology – competitive strategy.

Unit 4 : BUSINESS AND ECO SYSTEM


Unit 5 : ROLE OF GOVERNMENT

Regulatory framework – SEBI – Competition Act - Competition Commission of India.

COURSE TEXT:

REFERENCE TEXT:

BU4504 - COMPANY ACCOUNTS

SEMESTER : IV CREDIT : 6
CATEGORY: MC NO. OF HOURS / WEEK: 6

OBJECTIVES:
1. To familiarize students with the accounting treatment for issue shares and debenture to run the company with long term source of funds.
2. To enable students to prepare the financial statements of Joint Stock Companies.
3. To highlight the procedure for valuing the goodwill and shares of Companies in order to acquire a business.

Unit 1: SHARES

Issue of Shares –Under-Subscription and Over-Subscription - Pro-rata Allotment – Forfeiture & Reissue of Shares–Rights Issue - Sweat Equity - Stock to Invest - Lien on Share - Buy Back of Share - Accounting for Bonus Shares – Issue of Debenture for cash
and kind only—Underwriting of Shares and Debentures—Marked and Unmarked Applications—Firm Underwriting.

Unit 2: PREFERENCE SHARES


Unit 3: FINANCIAL STATEMENTS


Unit 4: ACQUISITION OF BUSINESS AND PROFIT PRIOR TO INCORPORATION.

Acquisition of Business—Reasons for Converting into a Company—Accounting Treatment—New Sets of Books—Same Set of Books—Vendors’ Suspense Accounts.
Profit Prior to Incorporation—Meaning—Calculation of Time Ratio—Sales Ratio—Determination and Treatment of Pre-Incorporation and Post-Incorporation Profits.

Unit 5: VALUATION OF GOODWILL AND SHARES AND INTERNAL RECONSTRUCTION


COURSE TEXTS:

COURSE REFERENCES:

BU4505 - LOGISTICS AND SUPPLY CHAIN MANAGEMENT

SEMESTER: IV CREDIT: 6
CATEGORY: MC NO. OF HOURS / WEEK: 6
OBJECTIVES:
1. To introduce The Concept And Impact Of Logistics And Supply Chain Management, With A Competitive Strategy Overview.
2. To expose The Various Dimensions Of Financial Supply Chain Management With The Perspective Of e-Finance And Its Legal Aspects.

Unit 1: INTRODUCTION TO LOGISTICS

Unit 2: PLANNING THE SUPPLY CHAIN

Unit 3: MEASURING AND IMPROVING PERFORMANCE OF SUPPLY CHAIN

Unit 4: SUPPLY CHAIN MANAGEMENT
   Basic Concepts of Supply Chain Management – Planning and Sourcing –Making and Delivering – Returns – It and Supply Chain Management.

Unit 5: FINANCIAL SUPPLY CHAIN MANAGEMENT

COURSE TEXTS:

COURSE REFERENCES:
1. Martin Christopher ,Logistics And Supply Chain Management: Creating Value – Adding Networks, Ft Prentice Hall, 2010

BU4200 - STRATEGIC MANAGEMENT
(Offered to BCA, B.Com & B.Com Corporate w.e.f 2013-2014)
OBJECTIVES:
1. To enable students to understand basics of strategies adapted by business firms.
2. To help students to understand the environmental factors affecting the management of business.
3. To familiarize them with the formulation, implementation & evaluation of strategies.

Unit 1: INTRODUCTION

Unit 2: STRATEGIC ENVIRONMENT

Unit 3: STRATEGIC FORMULATION
Levels of strategies – Corporate level – Functional level – Business level strategies – strategy alternatives and choices.

Unit 4: STRATEGIC IMPLEMENTATION
Functional implementation –structural implementation –behavioural implementation - operational implementation.

Unit 5: STRATEGIC EVALUATION
Strategic control – operational control – evaluation techniques for strategic and operational control – information system.

COURSE TEXT:

COURSE REFERENCE:
BU4300 - KNOWLEDGE MANAGEMENT (KM)
(Offered to any dept. except BBA w.e.f 2013-2014)

SEMESTER : IV  CREDIT : 1
CATEGORY: EG 2  NO. OF HOURS / WEEK: 3

OBJECTIVES:

1. To introduce the students the concept of knowledge management
2. To highlight the managerial perspective of knowledge management

Unit 1: INTRODUCTION

knowledge management - relevance and significance - need - Organizational knowledge management drivers – knowledge based drivers - technology drivers - human resource drivers, process drivers and economic drivers.

Unit 2: KNOWLEDGE MANAGEMENT PROCESS


Unit 3: ORGANIZATIONAL KNOWLEDGE MANAGEMENT APPROACHES AND STRATEGIES


Unit 4: KNOWLEDGE MANAGEMENT SYSTEM, TOOLS, ARCHITECTURE AND IMPLEMENTATION

Developing a knowledge management frame work - implementation phases architectural components - knowledge management system requirement.

Unit 5: KNOWLEDGE BASED ORGANIZATION


COURSE TEXT:
BU 5506 STRATEGIC MANAGEMENT

SEMESTER : V  CREDIT : 6
CATEGORY: MC  NO. OF HOURS / WEEK: 6

OBJECTIVES:

1. To expose the students to the international business scenario and trading environment.
2. To offer the students the strategies and strategic management in an international business scenario.
3. To help the students to formulate and implement such strategies in a global corporate environment.

Unit 1: INTRODUCTION TO STRATEGIC MANAGEMENT

Definition of strategic management – meaning, elements in strategic management – model of strategic management process – the concept of strategy – levels at which strategy operates – strategic decision making, issues in strategic decision making.

Unit 2: ESTABLISHMENT OF STRATEGIC INTENT

Understanding strategic intent – concept of stretch, leverage and fit- vision – mission- business definition – dimensions of business definition- levels at which business could be defined- product or service concept- goals and objectives.

Unit 3: STRATEGY FORMULATION


Unit 4: STRATEGY IMPLEMENTATION

Nature of strategy implementation – barriers to strategy implementation – model of strategy implementation – major themes in strategy implementation – project implementation- procedural implementation – resource allocation – structural
implementation – behavioral implementation – functional and operational implementation.

**Unit 5: STRATEGIC EVALUATION AND CONTROL**


**COURSE TEXT:**


**COURSE REFERENCE:**


**BU 5507 COST ACCOUNTING**

**SEMMESTER : V**

**CATEGORY: MC**

**CREDIT : 6**

**NO. OF HOURS / WEEK: 6**

**OBJECTIVE:**

1. To familiarize the students on the importance of cost ascertainment, reduction and control.
2. To develop the skills needed to apply costing technique for each element of cost.
3. To help students to understand the procedures to calculate the cost of the products and Services.

**Unit 1: INTRODUCTION & MATERIALS CONTROL**


**Unit 2: LABOUR COST**

Unit 3: OVERHEADS


Unit 4: COST SHEET

Cost Sheet format-Unit, Job and Batch Costing- Preparation of Cost Sheet, Tender & Quotation – Reconciliation of profits as per Cost & Financial Accounts.

Unit 5: METHODS OF COSTING


COURSE TEXT:

COURSE REFERENCES:

BU 5508 HUMAN RESOURCE MANAGEMENT

SEMMESTER : V            CREDIT : 6
CATEGORY: MC            NO. OF HOURS / WEEK: 6

OBJECTIVES:
1. To highlight the importance of HRM in an organization.
2. To familiarize the students with the processes and mechanism of managing human resources.
3. To develop a competitive advantage by using its human resources.

Unit 1: INTRODUCTION
Importance of HRM in an organizational context – Characteristics – Operational area of HRM – Qualities of a good HR Manager – Changing roles of HR Managers – Difficulties and challenges faced.

Unit 2: HUMAN RESOURCE PLANNING


Unit 3: RECRUITMENT AND SELECTION


Unit 4: LEARNING AND DEVELOPMENT

Talent Acquisition – Distinction between Learning and development – Assessing training needs – Steps in training – On the job and Off the job training – Evaluation of training effectiveness – Developing Competency – Stages of Competency – Competency Management – Mentoring and Coaching.

Unit 5: PERFORMANCE APPRAISAL


COURSE TEXTS:

COURSE REFERENCES:
OBJECTIVES:
1. To expose the students to the fundamentals of finance.
2. To develop an understanding of tools that are used to value investment projects.
3. To provide knowledge using concepts, methods & procedures involved in managerial decision making.

Unit 1: BUSINESS FINANCE

Unit 2: CAPITAL STRUCTURE

Unit 3: COST OF CAPITAL

Unit 4: CAPITAL BUDGETING
Meaning – importance – techniques of capital budgeting – Payback period – Average rate of return – Net present value – Profitability index and Internal rate of return.

Unit 5: WORKING CAPITAL MANAGEMENT

COURSE TEXT

COURSE REFERENCE
OBJECTIVES:
1. To understand the meaning and significance of the financial services available in India.
2. To expose the students to the role of financial services in the development of the capital market and the economy of the country.

Unit 1: FINANCIAL SERVICES & MERCHANT BANKING

Meaning & Importance of Indian Financial services - Merchant Banking: Meaning - Origin & its Development - Regulation and Conditions by SEBI on Merchant Bankers- Role and Functions of Merchant Bankers- Drawbacks of Merchant Bankers.

Unit 2: VENTURE CAPITAL FINANCING


Unit 3: LEASE FINANCING & CREDIT RATING

Meaning – Concept – Types – Documentation & Legal aspects - Fixation of Lease Rentals & Lease Evaluation – Credit rating systems in India – implications of credit rating to investors and corporates.

Unit 4: FACTORING & FORFAITING

Meaning - Types- Importance- Procedural aspects in Factoring - Financial aspects of Factoring; Forfeiting- Meaning- Importance- Procedural aspects of Forfeiting- Difference between Factoring & Forfeiting.

Unit 5: SECURITISATION & DEPOSITORY SYSTEM

COURSE TEXT:

COURSE REFERENCE:

BU 5403 RURAL MARKETING

SEMESTER : V CREDIT : 2
CATEGORY: ES 1 NO. OF HOURS / WEEK: 3

OBJECTIVES:
1. To enable the students to understand the elements of the unexplored rural markets.
2. To identify the significance and strategies of rural markets.
3. To familiarize the students with innovations in rural marketing.

Unit 1: RURAL MARKET – AN OVERVIEW


Unit 2: RURAL CONSUMER BEHAVIOUR & SEGMENTATION


Unit 3: RURAL PRODUCT & PRICING STRATEGIES


Unit 4: DISTRIBUTION & PROMOTION STRATEGIES

Unit 5: INNOVATIONS IN RURAL MARKETS


COURSE TEXTS:

COURSE REFERENCES:

BU 5404  INTRODUCTION TO INVESTMENT MANAGEMENT

SEMESTER : V  CREDIT : 2
CATEGORY: ES 2  NO. OF HOURS / WEEK: 3

OBJECTIVES:
1. To appreciate the role of investment in an organization.
2. To identify the risk and return involved in managing investments.
3. To familiarize the students with valuation and analysis of investment.

Unit 1: INVESTMENT - AN OVERVIEW


Unit 2: INVESTMENT ALTERNATIVES


Unit 3: RISK AND RETURN


Unit 4: INVESTMENT VALUATION
Time value of money – Bond Valuation - Yield to Maturity - Equity Valuation - Capital Asset Pricing Model.

Unit 5: INVESTMENT ANALYSIS


COURSE TEXT:


REFERENCE TEXT:


BU 5405 INTERNATIONAL MARKETING

SEMMESTER : V CREDIT : 2
CATEGORY: ES 2 NO. OF HOURS / WEEK: 3

OBJECTIVES:

1. To enable the students to understand the international marketing and its environment.
2. To teach the students the overseas market research, sources of marketing information and the guidelines on how to identify foreign markets.
3. To guide the students for product planning and adaptation for exports.

Unit 1: INTRODUCTION

Meaning - trend towards globalization - classification of foreign markets - motivation - scope - tariff and non-tariff barriers - stages of international marketing - international and multi-international marketing - economic, technological, political and social factors affecting international marketing.

Unit 2: SELECTION OF FOREIGN MARKETS


Unit 3: PRODUCT

Unit 4: PRICING

Meaning – factors influencing pricing - International pricing terms - export pricing.

Unit 5: PROMOTION

Channels of distribution in selected foreign countries - factors affecting channel decision - foreign agents - identification - motivation - control of foreign agents.

COURSE TEXT


COURSE REFERENCES


BU 6604 PRODUCTION MANAGEMENT

SEMMESTER : VI CREDIT : 5
CATEGORY: MS 1 NO. OF HOURS / WEEK: 5

OBJECTIVES:

1. To enable the students to understand the various process of production
2. To enable the students to be aware of techniques of Operations Management
3. To familiarize students with quality control techniques used to effectively carry out production.

Unit 1: INTRODUCTION

Production management - Scope and functions – Historical development of production management - Functions and responsibilities of a production manager - Decisions involved in production management - Relationship of production with other functions & problems - Productivity, Competitiveness and Strategy.

Unit 2: PRODUCTION SYSTEM
Production systems and methods - Product and service design - Reliability - Process selection and capacity planning - product planning and development - Make or buy decision.

Unit 3: PLANT LOCATION & LAYOUT

Plant location - Site selection process - Equipment selection - Plant layout - Production planning and control - production records and documentation.

Unit 4: QUALITY CONTROL & WORK STUDY


Unit 5: MATERIALS MANAGEMENT


COURSE TEXT:

COURSE REFERENCE:

BU 6605 PROJECT MANAGEMENT

SEMESTER : VI
CATEGORY: MS 2
CREDIT : 5
NO. OF HOURS / WEEK: 5

OBJECTIVES:
1. To familiarize students with the steps involved in managing a project.
2. To help students to identify feasible projects, the methods of financing such projects and controlling its cost.

Unit 1: INTRODUCTION
Nature and content of project management: Project characteristics - Attributes of a good project manager - Taxonomy of projects - Project environment - History of project management – Project as a conversion process - Project life cycle - Project roles – A System approach to project management.

Unit 2: PROJECT IDENTIFICATION & APPRAISAL


Unit 3: PROJECT FINANCING


Unit 4: PROJECT REVIEW

Role of management and leadership in project environments - Problem - solving and decision making - Project review Rehabilitation of sick Units - Project organization – Project Contracts.

Unit 5: PROJECT EVALUATION

Meaning - Project review and administrative aspects - Computer aided project management - Options in projects - Risk analysis - Topics of interest on project management.

COURSE TEXT:

COURSE REFERENCES

BU 6606  ACCOUNTING FOR MANAGERS

SEMESTER : VI  CREDIT : 5
CATEGORY: MS 3  NO. OF HOURS / WEEK: 5

OBJECTIVES:
1. To understand the concept of management accounting.
2. To learn the various tools of management accounting and its application in the managerial decision process.

Unit 1: INTRODUCTION TO MANAGEMENT ACCOUNTING

Definition - Functions – Scope – Management Accounting interface with Cost Accounting, Management Accounting & Financial Accounting – merits and demerits.

Unit 2: BUDGETARY CONTROL


Unit 3: RATIO ANALYSIS

Meaning – Classification - Advantages and Disadvantages - Profitability Ratios - Turnover Ratios - Solvency Ratios – Construction of Balance Sheet through Ratios.

Unit 4: MARGINAL COSTING AND ITS APPLICATIONS


Unit 5: STANDARD COSTING AND VARIANCE ANALYSIS


COURSE TEXT:

COURSE REFERENCES:

BU 6651 ORGANISATIONAL DYNAMICS (15 Credits)

SEMESTER : VI  CREDIT : 15
CATEGORY: SK  NO. OF HOURS / WEEK : 15
PAPER I
KNOWLEDGE MANAGEMENT (KM)

OBJECTIVES:
1. To introduce the students the concept of knowledge management.
2. To highlight the managerial perspectives of knowledge management.
3. To enhance the skills during the internship programme

Unit 1: INTRODUCTION

knowledge management - relevance and significance - need - Organizational knowledge management drivers – knowledge based drivers - technology drivers - human resource drivers, process drivers and economic drivers.

Unit 2: KNOWLEDGE MANAGEMENT PROCESS


Unit 3: ORGANIZATIONAL KNOWLEDGE MANAGEMENT APPROACHES AND STRATEGIES


Unit 4: KNOWLEDGE MANAGEMENT SYSTEM, TOOLS, ARCHITECTURE AND IMPLEMENTATION

Developing a knowledge management frame work - implementation phases architectural components - knowledge management system requirement.

Unit 5: KNOWLEDGE BASED ORGANIZATION


COURSE TEXT:

COURSE REFERENCES:

PAPER II

ORGANIZATIONAL DEVELOPMENT (OD)

OBJECTIVES:
1. To introduce the students the concept of organizational development.
2. To impart knowledge on organizational development process and interventions.

Unit 1: INTRODUCTION

Meaning – definition – nature objectives and characteristics – phases of OD program – Evaluation of OD program - manager’s roles and responsibility in relation to OD – OD in Indian industry.

Unit 2: ORGANIZATIONAL DEVELOPMENTAL INTERVENTIONS


Unit 3: ORGANIZATIONAL LEARNING


Unit 4: BUSINESS PROCESS REENGINEERING AND SIX SIGMA


Unit 5: ORGANIZATIONAL EFFECTIVENESS

COURSE TEXTS

COURSE REFERENCES:

PAPER III
CHANGE MANAGEMENT

OBJECTIVES:
1. To introduce the students the concept of Organizational Change
2. To enable the students to learn change management techniques

Unit 1: INTRODUCTION

Concept of organizational change - forces– micro and macro perspective– the process - requisite for successful change- dimensions of planned change.

Unit 2: RESISTANCE TO CHANGE


Unit 3: MANAGING ORGANIZATIONAL CHANGE

Model of change - Lewin’s three step model – kotter’s eight step model – organizational development – organizational change implementation process – evaluation of organizational change program.

Unit 4: ORGANIZATIONAL CULTURE AND CHANGE

Creating and sustaining culture - Creating a culture for change – stimulating a culture of innovation.

Unit 5: CONTEMPORARY ISSUES IN ORGANIZATIONAL CHANGE

Technology and its impact in the work place – work stress – creating a learning organization – organizational change in Indian businesses – case studies related to organizational change.

COURSE TEXTS

**COURSE REFERENCES:**