

SYLLABUS



B.Tech. + MBA II Year 2016

B.Tech. + MBA III Year 2017

B.Tech. + MBA IV Year 2018

B.Tech. + MBA V Year 2019

जोधपुर राष्ट्रीय विश्वविद्यालय
Jodhpur National University

Academic Regulations

Bachelor of Technology - MBA

(Semester Scheme)

Five Year Integrated Course

1. Abbreviations:-

CE- Civil Engineering Branch

Ch.E. – Chemical Engineering Branch

CS –Computer Science & Engineering Branch

EE –Electrical Engineering Branch

EC –Electronics & Communication Engineering Branch

IT –Information Technology Branch

ME –Mechanical Engineering Branch

2. All examination for B.Tech-MBA shall be governed by ordinance. Change in statutes/ordinance/rules/regulation/syllabi & books may from time to time be made by amendment and/or by redrafting and a student shall accept and comply with and abide by any change that applies to semester/year he has not completed at the time of the change.

3. Duration of Course

The course study for B.Tech-MBA will extend over a period of 5 years (10 semesters) as an integrated course. A student shall follow the prescribed course as given in the teaching & examination scheme of the course to which he is admitted.

4. Eligibility for Admission

- 4.1 (a) A student for admission to the five year degree program for B.Tech-MBA must have passed (10+2) Senior Secondary/ (Physics, Chemistry & Mathematics) from Board of Secondary Education, Rajasthan or other examinations recognized as equivalent or higher thereto and selected through RPET/AIEEE or otherwise as per the procedure laid down by the University from time to time.

4.1 (b) 5% relaxation is provided to students belonging to SC/ST category in qualifying aggregate marks.

4.2 Lateral entry to Diploma holder's in B.Tech-MBA Second Year

A student who has passed Diploma course in engineering conducted by a State Board of Technical Education with atleast 60% marks in aggregate or in Final year shall be eligible for admission directly to the II B.Tech-MBA. of the Four year course in the appropriate branch of engineering provided that in the case of a student belonging to SC/ST, minimum percentage marks secured at the Diploma shall be at least 55%.

Admission of such student shall be made on the basis of merit at the Diploma level and/or merit to be adjudged through a competitive test/viva voce.

The student who has appeared at the Final Year examination of Diploma course but whose result are awaited will also be permitted provisionally.

All such cases would be considered for admission against the 10% of sanctioned strength and the availability of seats due to drop outs & failures in respective branch of engineering and as per prevalent rules (of RPET in this respect) of the University.

5. Eligibility for appearing in the examination

The course of study for First year (I & II Semester) would be common for all branches.

5.1 (i) For all regular students in the Faculties of Applied Science, Law, Pharmacy, Management and Engineering the minimum attendance requirement shall be that student should have attended at least 75% of the lectures delivered and the tutorials held taken together as well as 75%for the practical and sessionals from the date of her/his admission.

5.1 (ii) A student who has attended a regular course of study in the Faculty of Engineering and Technology for the First Semester of First B.Tech-MBA in accordance with the scheme of examination shall be eligible for appearing at the first semester examination of First B.Tech-MBA for the B.Tech-MBA Degree which shall be common to all branches.

5.1 (iii) A student who has attended a regular course of study for the Second Semester of First B.Tech-MBA-MBA and has appeared in the First Semester examination shall be eligible for appearing at the Second Semester examination of First B.Tech-MBA in accordance with the scheme of examination which shall be common to all branches.

- 5.2.** (i) The course of study from the Second B.Tech-MBA Examination shall be separate for all branches of study.
- 5.2** (ii) A student who after passing I & II Semester (combined) of Ist B.Tech-MBA examination with regular course of study in a particular branch of Engineering shall be eligible for appearing at the Third Semester examination of Second B.Tech-MBA- in that branch of study.
- 5.2** (iii) A student who has attended a regular course of study for the Fourth Semester examination of Second B.Tech-MBA and has also appeared in the Third Semester examination of Second B.Tech-MBA shall be eligible for appearing at the Fourth Semester Examination of Second B.Tech-MBA in that branch of study.
- 5.2** (iv) A student who has passed III & IV Semester of Second B.Tech-MBA examination and has attended a regular course of study in a particular branch of Engineering for the Fifth Semester of Third B.Tech-MBA in accordance with the scheme of examination shall be eligible for appearing at the Fifth Semester examination of Third B.Tech-MBA in that branch of study.
- 5.2** (v) A student who has attended a regular course of study for the Sixth Semester of Third B.Tech-MBA and also has appeared in the Fifth Semester examination of Third B.Tech-MBA in accordance with the scheme of examination shall be eligible for appearing at the Sixth Semester examination of Third B.Tech-MBA in that branch of study.
- 5.2.** (vi) A student who has passed V and VI Semester of Third B.Tech-MBA examination and has attended a regular courses of study in particular branch of Engineering for the Seventh Semester of Final B.Tech-MBA in accordance with the scheme of examination shall be eligible of appearing at the Seventh Semester examination of Final B.Tech-MBA in that branch of study.
- 5.2** (vii) A student who has attended a regular course of study for the Eighth Semester of Forth B.Tech-MBA and has also appeared in the Seventh Semester examination of Forth B.Tech-MBA in accordance with the scheme of examination shall be eligible for appearing at the Eighth Semester examination of Final B.Tech-MBA in that branch of study.
- 5.2** (viii) A student who has attended a regular course of study for the Ninth Semester of Fifth B.Tech-MBA and has also appeared in the Eighth Semester examination of Forth B.Tech-MBA in accordance with the scheme of examination shall be eligible for appearing at the Ninth Semester examination of Fifth B.Tech-MBA in that branch of study.
- 5.2** (ix) A student who has attended a regular course of study for the Tenth Semester of Fifth B.Tech-MBA and has also appeared in the Ninth Semester examination of Fifth B.Tech-MBA in accordance with the scheme of examination shall be eligible for appearing at the Tenth Semester examination of Fifth B.Tech-MBA in that branch of study.

5.3 Condonation of shortage of attendance :

The shortage of attendance up to the limits specified below may be condoned on valid reasons :

- (i) A student can have a relaxation of 10% attendance on medical and special ground to the satisfaction of Dean and additional 5% can be granted by Vice-Chancellor.
- (ii) The N.C.C./N.S.S. cadets sent out to parades and camps and such students who are deputed by the University to take part in games, athletics or cultural activities and to attend campus interviews may for the purpose of attendance be treated as present for the days of these absence in connection with the aforesaid activities and that period shall be added to their subject wise attendance.

6. Scheme of Study

- 6.1 The Medium of instruction and examination shall be English.
- 6.2 Students for the B.Tech-MBA Course shall be instructed and examined as per the Teaching and Examination scheme and course content of respective semester.
- 6.3 (i) The course of study for First year (I & II Semester) would be common for all branches.
- 6.3 (ii) The course of study from the **Second** B.Tech-MBA, **Third** B.Tech-MBA & **Fourth** B.Tech-MBA (from III to VIII Semester) shall be separate for each branch of study.
- 6.3 (iii) The Classes of B.Tech-MBA will held simultaneously.
- 6.3 (iv) The Teaching & Examination Scheme and the syllabus for B.Tech II year to IV Year (III Sem. To VIII Sem.) will have some additional courses of management along with the course of four year B.Tech.
- 6.3 (v) The Teaching & Examination Scheme and the syllabus for B.Tech V Year will have all the course of management.

7. Examination

There shall be two sessional exam in theory and one university examination each in

theory & Practical in each semester. These examinations will be designated as follows.

- (i) During first year; B.Tech-MBA I semester Examination, B.Tech-MBA II Semester Examination.
- (ii) During second year: B.Tech-MBA III Semester Examination, B.Tech-MBA- IV Semester Examination.
- (iii) During third year: B.Tech-MBA V Semester Examination, B.Tech-MBA. VI Semester Examination.

- (iv) During fourth year: B.Tech-MBA. VII semester Examination, B.Tech-MBA. VIII Semester Examination.
- (v) During fifth year: B.Tech-MBA. IX semester Examination, B.Tech-MBA. X Semester Examination.
- (vi) Examination shall be conducted by means of written papers and/or practical and/or viva voce exams, including sessional work done in the laboratories, workshops and training in engineering works or factories.

8. Standard of Passing

- 8.1 (i) the student has to pass individually in all courses of each semester from I to VIII Semester. The results of I, III, V and VII Semester shall be declared without awarding the division. The division will be awarded on the basis of combined performance of I & II Semesters, III & IV Semesters, V & VI Semesters and VII & VIII Semesters respectively.
- 8.1 (ii) For pass in a course the student has to secure minimum 35% marks in theory papers including sessionals/ term papers however to pass in theory paper he/she must secure 35% marks in university theory paper (i.e. 28 marks out of 80) and student has to obtain 50% marks in practical and sessional (i.e. as a minimum 10 marks out of 20 and 15 marks out of 30 and in total 25 marks out of 50). He/she must obtain aggregate of 45% marks in the grand total in that semester.
- 8.2 No student will be awarded degree of Bachelor of Technology-MBA unless he/she has passed all the Tenth semester.
- 8.3 **If a student fails in more than 50% theory papers and practicals taken together, he/she has to seek re-admission to the same class in which he/she failed.**
- 8.4 If a student is promoted with ATKT due to fail in practicals, then he/she is eligible to attend Summer

Semester classes (if arranged by the University) and attend all the lab., work. On completion of Summer Semester he/she will be awarded sessional marks for the practicals by the concerned HoD. He/she will be appearing in the university practical examinations to be conducted at the end of Semester.

NOTE: A student, who is unable to appear at the semester examination in some theory papers,

practical and sessionals due to any reason what so ever, shall be considered as having failed in

those paper (s), practical (s) and sessional (s).

9. Criteria for passing and other conditions.

9.1 Students will be considered to have passed the semester only when the candidates passes in all the subjects (Including ATKT if any). Students will be given maximum ten years to complete his/her B.Tech-MBA. After this period, his enrolment stand cancelled. If candidate fails to appear in examination, then also his attempt will be counted.

9.2 For I to X Semester if a students fails in not more than 50% of the theory & Practical papers taken together. The student shall be allowed to keep term (ATKT) in the next higher semester. The student shall appear in those theory papers along-with regular candidates whenever examination of that semester are held and pass in which he/she fails. (Refer Regulation. 8.4 with regard to the passing practical Examinations.)

9.3 ATKT

If a student fails in not more than 50% of Theory & Practical courses during a year (Both semesters of a year taken together), he will be allowed to keep term (ATKT) in next year subject to the provisions of ordinance. As an example

At the end of academic year / Example	Total subject heads at the end of academic year.	50% of total subjects (To nearest full digit) for ATKT
B. Tech. I Year Theory / Practical	$(7 + 6) + (7 + 6) = 26$	13

Student allowed ATKT shall appear in failed subject (s) along with regular students whenever examination of that semester is held or in special examination if any held by the University. For the purpose of this clause, each written paper and each Practical and sessional of a semester shall be counted as a separate course.

9.4 i) If a student fails in more than 50% of theory papers and practicals and sessionals in a year, he/she shall be declared as failed in that year.

ii) A student failed in a year shall have to take re-admission as regular student in that year.

9.5 i) Where a student fails in Practicals and Sessionals and is given the benefit of ATKT as per clause 8 & 9, he/she may choose to attend laboratory/sessional classes and submit a revised laboratory record/sessional. Fees to such students will be notified from time to time. The schedule for such classes will be decided by concerned HoD.

10 Professional Training and Project

Every student is required to undergo practical training in an engineering works, organization of hardware & software technology, factory, workshop & design office approved by the Dean of the faculty for a period of 30 working days after 3rd year. In addition to this, every student will be required to undertake 4 – 5 Industrial Visits spanning over a period of about 10 days after Second Year but before completing the course of III B.Tech-MBA, to be conducted by the department.

11 Award of Degree, Division and Rank

11.1 Degree will be awarded to the students who have passed in all the subjects of the all eight semesters.

11.2 (i) First B.Tech-MBA to Fifth B.Tech-MBA. a student declared pass in an examination will be awarded division as follows:

First Class	If a student secure a minimum of 60 percent.
Second Class	If a student secure a minimum of 50 percent.
Pass Class	If a student secure a minimum of 45 percent.

11.2 (ii) For award of division for B.Tech-MBA Degree as a whole marks shall be totaled up as follows :

First B.Tech-MBA	40%
Second B.Tech-MBA	50%

Third B.Tech-MBA	100%
Fourth B.Tech.,+MBA	100%
Final B.Tech-MBA	100%

11.2 (iii) A students shall be awarded a degree with Honours if she/he secures a minimum of 75 percent of aggregate marks provided he/she clears all the courses in first attempt. A student shall be awarded a degree with First Class if she/he secures a minimum of 60 percent of aggregate marks. A student shall be awarded a degree with Second Class if she/he secures a minimum of 50 percent of aggregate marks. The rest of the successful students will be awarded pass class.

11.2 (iv) For determining merit position of the students at the Final Year level the marks obtained by them in the Second, Third, Fourth and Final Year as described above shall only be considered, provided

(A) The student who obtains in first attempt the highest aggregate marks in both theory and sessional.

(B) The student must obtain at least 60% or more of the aggregate marks in all the theory & practical papers.

(C) The student must be a regular student of the Faculty of Engineering & Technology, Jodhpur National University, Jodhpur and have fulfilled the attendance criterion of the university.

(D) The nomination for award of University Gold Medal will to be approved by the Chairperson, Jodhpur National University, Jodhpur and his decision will be the final.

12. REVALUATION: Revaluation can be done on the request of student with requisite fee as per Rules laid down by university.

13. CONDONATION OF DEFICIENCY IN MARKS

With a view to moderate hard line cases in the examination the following rules shall be observed

13.1 Deficiency up to 5 marks be condoned to the best advantage of the Student for passing the examination, provided the student fails in maximum of two Theory, or one Theory and one practical or two practicals. This facility shall be available only to those students who appear at the semester examination in full (i.e. in all Theory, Practicals and sessional in first attempt.)

13.2 While declaring result of the student no marks shall be added to or subtracted from the aggregate for the deficiency condoned as above. However, he/she will pass the subjects cleared through clause 13.1 after condoning the deficiency the student's result shall be declared in the division, which the aggregate entitled him/her.

13.2.1 One grace mark will be given to the student who is failing/missing distinction/ missing first division by one mark, by the Vice-Chancellor in the B.Tech-MBA. examination. This benefit will not, however, be available to a student getting advantage under clause 13.1

14. Change of Branch

A student may be permitted to change his/her branch of study after passing B.Tech-MBA I Year strictly on the basis of merit secured in B.Tech-MBA I Year examination (First and Second Semester examination taken together) depending upon the vacancies available in the sanctioned strength in particular branch of study.

15. Requirement of additional degree :

a) An engineering graduate of the Jodhpur National University, Jodhpur who wishes to qualify for an additional degree of Engineering of the University will be considered by a committee consisting of the Dean and the Head of Department concerned.

b) He/she will be admitted in Third B.Tech-MBA class of the branch as regular student. The Theory papers and practicals and sessional which he/she has to appear as additional courses at the previous examinations in that branch will be decided by the above committee. .

c) He/she will be awarded division as per regulation 11.

d) Mention will be made in the certificate that he/she has qualified for the additional degree.

16. A special Examination for VIII Semester will be held along with VII Semester examinations for students who fail in VIII Semester regular Examination.

17. The diploma passed students admitted to the Second B.Tech-MBA., (all branches) shall be required to undergo a regular course of study in Special Mathematics during the academic Session and shall have to appear and pass in this paper (Sessional) along with other theory papers of the Main Examination. For this subject, combined marks obtained in III & IV Semester shall be counted for pass as a pre-requisite of Clause 9.2 (ii) and will not be considered for award of division.

Teaching & Examination Scheme for 5 Yr. Integrated Course-B.Tech-MBA										
<u>MBA SUBJECTS</u>										
Semester III										
Sub. Code	Subject	No. of Teaching Hours Per Week			Exam. Hours	Marks Allocation				Total
		L	T	P		Theory. Univ. Exam.	Term test	Sessional	Practical Univ.Exam.	
M- 101	The Principles of Management	4	-	-	3	70	30	-	-	100
M- 104	Managerial Economics	4	-	-	3	70	30	-	-	100
Semester IV										
Sub. Code	Subject	No. of Teaching Hours Per Week			Exam. Hours	Marks Allocation				Total
		L	T	P		Theory. Univ. Exam.	Term test	Sessional	Practical Univ.Exam.	
M- 201	Management information System	4	-	-	3	50	30	-	20	100
M- 205	Human Recourse Management	4	-	-	3	70	30	-	-	100
Semester V										
Sub. Code	Subject	No. of Teaching Hours Per Week			Exam. Hours	Marks Allocation				Total
		L	T	P		Theory. Univ. Exam.	Term test	Sessional	Practical Univ.Exam.	
M- 105	Financial Management - 1	4	-	-	3	70	30	-	-	100
M- 107	Mantras of Marketing	4			3	70	30	-	-	100
Semester VI										
Sub.	Subject	No. of Teaching			Exam.	Marks Allocation				Total

Code		Hours Per Week			Hours	Theory. Univ. Exam.	Term test	Sessional	Practical Univ.Exam.	
		L	T	P						
M- 202	Business Environment	4	–	–	3	70	30	–	–	100
M- 207	Research Methods in Management	4	–	–	3	50	30	–	20	100
Semester VII										
Sub. Code	Subject	No. of Teaching Hours Per Week			Exam. Hours	Marks Allocation				Total
		L	T	P		Theory. Univ. Exam.	Term test	Sessional	Practical Univ.Exam.	
M- 102	Management Accounting	4	–	–	3	70	30	–	–	100
M- 106	Quantitative Techniques for Management - 1	4	–	–	3	70	30	–	–	100
Semester VIII										
Sub. Code	Subject	No. of Teaching Hours Per Week			Exam. Hours	Marks Allocation				Total
		L	T	P		Theory. Univ. Exam.	Term test	Sessional	Practical Univ.Exam.	
M- 203	International Business Management	4	–	–	3	70	30	–	–	100
M- 206	Operation Management	4	–	–	3	70	30	–	–	100

Semester IX

Sub. Code	Subject	No. of Teaching Hours Per Week			Exam. Hours	Marks Allocation				Total
		L	T	P		Theory. Univ. Exam.	Term test	Sessional	Practical Univ.Exam.	
M-301	Project Management	4	–	–	3	70	30	–	–	100
M-302	Supply Chain Management	4	–	–	3	70	30	–	–	100

Specialisation - I (Two Papers)										
Specialisation - II (Two Papers)										
M-306	Legal Frame Work of Bussiness	4	-	-	3	70	30	-	-	100
M-307	Summer Training - Project Report					50			50	100
Specialisation Group A (Marketing)										
M-303a	Sales and Distribution Management	4	-	-	3	70	30	-	-	100
M-304a	Advertising Management	4	-	-	3	70	30	-	-	100
M-305a	Product and Brand Management	4	-	-	3	70	30	-	-	100
Specialisation Group B (Finance)										
M-303b	IMSA	4	-	-	3	70	30	-	-	100
M-304b	Management of Financial Institutions	4	-	-	3	70	30	-	-	100
M-305b	Financial Derivatives	4	-	-	3	70	30	-	-	100
Specialisation Group C (Human Resource Management)										
M-303c	Human Resource Planning & Devp.	4	-	-	3	70	30	-	-	100
M-304c	Appraisal & Traing Tools in HR	4	-	-	3	70	30	-	-	100
M-305c	Industrial Labour and Management Relations	4	-	-	3	70	30	-	-	100
Specialisation Group D (Information Technology)										
M-303d	System Analysis & Design	4	-	-	3	50	30	-	20	100
M-304d	Database Management System	4	-	-	3	50	30	-	20	100
M-305d	Internet and services	4	-	-	3	50	30	-	20	100
Specialisation Group E (International Business Management)										
M-303e	Strategies of Multinational Companies	4	-	-	3	70	30	-	-	100
M-304e	International Business Environment	4	-	-	3	70	30	-	-	100
M-305e	Strategic International Management	4	-	-	3	70	30	-	-	100

Specialisation Group F (Production Management)										
M-303f	Work Study	4	-	-	3	70	30	-	-	100
M-304f	Operations Research	4	-	-	3	70	30	-	-	100
M-305f	Value Analysis & Engineering	4	-	-	3	70	30	-	-	100

Semester X

Sub. Code	Subject	No. of Teaching Hours Per Week			Exam. Hours	Marks Allocation				Total
		L	T	P		Theory. Univ. Exam.	Term test	Sessional	Practical Univ.Exam.	
M-401	Business Ethos & Cont. issue in Mgmt.	4	-	-	3	70	30	-	-	100
M-402	Entrepreneurship & Small Business Management	4	-	-	3	70	30	-	-	100
M-403	Business Policy & Strategic Management									
Specialisation - I (Two Papers)										
Specialisation - II (Two Papers)										
M-307	Seminar and Individual development					50			50	100
Specialisation Group A (Marketing)										
M-404a	Consumer Behaviour & Marketing Research	4	-	-	3	70	30	-	-	100
M-405a	Services Marketing	4	-	-	3	70	30	-	-	100
M-406a	Retail Marketing	4	-	-	3	70	30	-	-	100
Specialisation Group B (Finance)										

M-404b	Portfolio Management	4	-	-	3	70	30	-	-	100
M-405b	International Financial Management	4	-	-	3	70	30	-	-	100
M-406b	Finance for Strategic Decisions	4	-	-	3	70	30	-	-	100
Specialisation Group C (Human Resource Management)										
M-404c	Organisations Change and Development	4	-	-	3	70	30	-	-	100
M-405c	Compensations systems Administration	4	-	-	3	70	30	-	-	100
M-406c	Industrial & Labour Legislation in India	4	-	-	3	70	30	-	-	100
Specialisation Group D (Information Technology)										
M-404d	Data Communication & Networking	4	-	-	3	50	30	-	20	100
M-405d	Database Management System	4	-	-	3	50	30	-	20	100
M-406d	e-Commerce	4	-	-	3	50	30	-	20	100
Specialisation Group E (International Business Management)										
M-404e	Export Import Management	4	-	-	3	70	30	-	-	100
M-405e	Intellectual Property Right	4	-	-	3	70	30	-	-	100
M-406e	International Marketing	4	-	-	3	70	30	-	-	100
Specialisation Group F (Production Management)										
M-404f	Production Planning & Control	4	-	-	3	70	30	-	-	100
M-405f	Total Quality Management	4	-	-	3	70	30	-	-	100
M-406f	Materials Management	4	-	-	3	70	30	-	-	100

III Semester

M-101 THE PRINCIPLES OF MANAGEMENT

Objectives- The objective of this paper is to create learning about the concepts of the management and the

behavioral processes in the organization. It helps the student to comprehend, perceive and understand the dynamic nature of the management and the organizational behavior which ultimately helps to develop and adopt strategies which will take the organization into positive direction.

Division of Marks in Internal Assessment –

Max. Marks – 30

Sessional – 20

Class Participation – 10

Division of Marks in Main Examination -

Max. Marks - 70

COURSE CONTENT

Segment I

Nature and meaning of Management, Significance of Management, skills, roles, Functions of Management, Henry Fayol's Functions of Management : Planning, Organising, Staffing, Directing, Control, Co-ordination, Communication & Review, Decision Making fourteen principles of management, Span of management, Departmentation, Centralisation, Decentralisation. MBO(Management by objectives)

Segment II

Introduction to Organization behaviour, Types of organizational structures/ designs, Leadership: Theories and Leadership Styles. Motivation: Introduction and theories, Personality: Nature, meaning.

Segment III

Management of Change: Concept, Lewin's Stages, Forces of change, Resistance, Managing planned change. Stress Management.

Suggested Readings:

1. **Stoner, Freeman and Gilbert Jr.** (2002). **Management.** Prentice Hall of India, New Delhi.
2. **Certo, Samuel** (2003). **Modern Management.** Pearson Education, New Delhi.
3. **Luthans, F** (2002). **Organisation Behaviour.** Prentice Hall of India, New Delhi.
4. **Robbins, S.** (2003). **Organisational Behaviour.** Pearson Education, New Delhi.
5. Prasad, L.M ., "Organizational Behaviour", Sulton Chand & Sons.
6. Agarwal, R.D. "Organization and Management", Tata Mc Graw Hill.
7. Bhat Shridhara, K. "Management and Behavioural Process, Himalaya publishing House"

M-104 MANAGERIAL ECONOMICS

Objectives: Managerial Economics provides an understanding of basic economic principles of consumption, production and exchange. It enriches students with essential tools in making business decisions in today's dynamic market oriented economy. The subject makes the student understand the working of an economy inclusive of micro-economic approach of business.

Division of Marks in Internal Assessment –

Max. Marks – 30

Sessional – 20

Class Participation – 10

Division of Marks in Main Examination -

Max. Marks - 70

COURSE CONTENT

Segment I

Basics of Economics: Definitional part of economics, Nature and scope of economics, Significance of economics from management perspective. Fundamental concepts of managerial economics, Profit maximization theory of the firm, Concept of Utility, Law of DMU(diminishing marginal utility). Demand and its determinants, LOD (law of demand), Indifference Curve analysis, Supply function, law of supply. Elasticity, price elasticity of Demand. Consumer's surplus-Concept and significance.

Segment II

Demand and Costs: Demand forecasting, cost and revenue concepts, Production function- Short run and Long run production function.

Segment III

Price and Output Consideration: Market Morphology, Perfect Competition, Monopoly, Discriminating Monopoly, Monopolistic Competition. Oligopoly Models – Kinked Model, Price leadership model, Cartel.

Suggested Readings:

1. **Dwivedi, D. N : Managerial Economics**, Vikas Publishing House, , New Delhi
2. **Mehta, P. L. : Managerial Economics**, S. Chand & Sons, New Delhi
3. **Dewett, K. K.: Modern Economic Theory**, S. Chand & Sons, , New Delhi
4. **Salvatore D : Economic Theory and Applications**, Oxford University Press, , New Delhi

IVSemester

M-201 MANAGEMENT INFORMATION SYSTEM

Objectives: This course is designed to understand the multiple roles of information technology in the business and management processes of organizations, recognize the potential of information systems as informational, processing, infrastructural and strategic tools, be able to explain the major types of information systems and emerging technologies, and how these can be used to create value, be capable of identifying and exploiting opportunities to use information technology of strategic importance, at the individual, group, organizational and extended enterprise levels, be able to participate as an informed and effective business representative on a systems development team, be capable of making fundamental decisions involving the design, implementation and use of information systems in their organizations.

Division of Marks in Internal Assessment –

Max. Marks – 30

Sessional – 20

Class Participation – 10

Division of Marks in Main Examination -

Max. Marks – 70

Theory – 50

Practical – 20

COURSE CONTENT

Segment I

MIS-definition, nature and scope, MIS characteristics, functions, structure of MIS, role of MIS, MIS as a control system, process of management, applications of MIS, Implementation and evaluation of MIS, Enterprise resource planning (ERP) and its benefits, ERP market.

Segment II

Information and System concepts-Introduction, classification of information, methods of data and information collection, value of information.

System-definition, types of system, system decomposition, integration of subsystems, elements of a system, Human as an information processing system, Information system as an enabler.

Segment III

Intelligent Information Systems: Introduction, Business intelligence, architecture, tools, user groups. Data mining, methods of data mining, Data mining framework, Decision trees, neural networks. Business Intelligence in the field of Marketing, Finance, Human Resource, Supply Chain Management and procurement.

Suggested Readings:

- 1) Laudon Kenneth.C. and Laudon Jane P. : Management Information System: organization and technology, PHI Pvt Ltd, New Delhi.**
- 2) Jaiswal and Mittal: Management Information Systems, Oxford University press.**
- 3) Goyal D.P.: Management Information Systems, Macmillan business books.**
- 4).Sadagopan S. : Management Information Systems, PHI Pvt Ltd, New Delhi.**
- 5) Laudon Kenneth.C. and Laudon Jane P. : Management Information Systems- A Contemporary Perspective, Maxwell Macmillan (1995) New York.**

M-205 HUMAN RESOURCE MANAGEMENT

Objectives: The objective of this paper is to sensitize students to various facts of managing people and to create an understanding of the various policies and practices of human resource management.

Division of Marks in Internal Assessment –

Max. Marks – 30

Sessional – 20

Class Participation – 10

Division of Marks in Main Examination -

Max. Marks - 70

COURSE CONTENT

Segment-I

Human Resource Management: Introduction, Scope, Importance. HRD-Concept, Need . Human Resource Planning-Concept, Process. Linking HRP with Strategic Planning. Job Evaluation- Process, Methods, Job Analysis- Job description and Job specification, Methods of data collection. Job Design-Concept, Approaches. Human Resource Procurement- Recruitment, Process, Methods of recruitment: Internal and external, Selection- Process, Selection tests: Types, Interview: Types, Induction or Orientation.

Segment-II

Training- Phases, Need assessment, Objectives, Methods: On the job methods and Off the job methods, Evaluation of training programme. Performance Appraisal- Introduction, Uses, Process, Methods:Traditional and modern methods. Internal Mobility- Transfer, Promotion, Demotion. Discipline: Negative and positive discipline, Grievance: Meaning , types, handling, prerequisites Model Grievance handling procedure .

Segment-III

Employee Compensation- Purpose, Importance, Components: Primary and secondary, Rewards: Monetary and non monetary. Workers Participation in Management: Empowerment, Meaning, Types of WPM, WPM in India. Employee Exit: VRS. Human Resource Audit.

References

1. **Rao V.S.P.:** Human Resource management, Excel Publication, New Delhi.
2. **Mamoria C.B.:** Personnel Management, Himalaya Publication House.
3. **K.Aswathappa :** Human Resource Management, Tata McGraw Hill.
4. **Monappa Arun & Saiyadain:** Personnel Management, Tata McGraw Hill
5. **Bhattacharya D.K.:** Human resource Management, Excel Books

V Semester

M-105 FINANCIAL MANAGEMENT – I

Objectives: The objective of the course is to enable the student to familiarize with a learning framework of financial management. The contents are related to cost of capital, long term investment decisions and capital structure of the corporate sector.

Division of Marks in Internal Assessment –

Max. Marks – 30

Sessional – 20

Class Participation – 10

Division of Marks in Main Examination -

Max. Marks - 70

COURSE CONTENT

Segment I

Financial management – An Overview. Financial Planning and forecasting. Cost of Capital. Risk and Return, Beta Estimation.

Segment II

Long term investment decisions - Capital Budgeting, Principles and evaluation techniques: Pay Back Period, Average rate of return, NPV, Profitability Index and IRR. Replacement Decisions, Capital Rationing. Analysis of Risk and uncertainty.

Segment III

Designing Capital Structure and Theories of capital structure. Corporate Restructuring - Mergers and Acquisitions.

Suggested Readings:

1. **Khan & Jain: Financial Management**, Tata McGraw Hill.
2. **Pandey I. M. : Financial Management**, Vikas Publications Pvt. Ltd.
3. **Chandra Prasanna: Financial Management**, Tata McGraw Hill.
4. **Van Horne Charles C.: Financial Management and Policy**, Prentice Hall of India.

M-107 MANTRAS OF MARKETING

Objectives: The overall objective of the course is to introduce the students to the marketing decisions in an organization and teach them to think like a marketer. To achieve this we will:

Understand the strategic role of marketing and develop the ability to define and analyze the

marketing problems dealt with by managers and

Understand analytical concepts and techniques currently being used in marketing.

Division of Marks in Internal Assessment –

Max. Marks – 30

Sessional – 20

Class Participation – 10

Division of Marks in Main Examination -

Max. Marks - 70

COURSE CONTENT

Segment I

Importance and scope of marketing, meaning, definition and core concepts of marketing. Marketing mix and marketing environment. Market segmentation, targeting and positioning.

Segment II

Marketing planning and market organization. Consumer buying behaviour, factors affecting consumer behaviour, types of buying decision behaviour, the buying decision process, Market Research.

Segment III

Product, Price, Place and Promotion (4P's) in marketing, market evaluation and marketing control. Current trends in marketing.

NOTE: Case studies will be taken on all relevant issues

Suggested Readings:

1. **Kotler, P.** (2002). **Marketing Management.** Prentice Hall of India, New Delhi.
2. **Ramaswamy, V.S.** and **Namakumari, S.** (2002). **Marketing Management- Planning and Control.** Macmillan India Ltd., New Delhi.
3. **Stanton William J.,** “**Fundamentals of Marketing**”, McGraw Hill, New Delhi

VI Semester

M-202 BUSINESS ENVIRONMENT

Objectives: Business Environment course will make the students aware of all the relevant forces which are beyond the control of individual business. This will enhance their ability to analyze and study the environmental pressure on business and to understand practical implication of governmental policies and contemporary issues in India.

Division of Marks in Internal Assessment –

Max. Marks – 30

Sessional – 20

Class Participation – 10

Division of Marks in Main Examination -

Max. Marks - 70

COURSE CONTENT

Segment I

Introductory Segment: Venture of Business, PESTEL (Political, Economic, Social, Technological, Environmental, Legal) approach, Micro- Macro Perspective of business environment, Role of the government.

Segment II

Indian Economic Framework: Uniqueness of Indian Economy, New economic policy (LPG), Monetary and Fiscal Policy, Industrial health and industrial policy, Foreign Direct Investment Policy, Technological environment and technology policy, EXIM policy.

Segment III

Major Macro Issues: Inflation, Balance of Payment, Business Cycle, Budgetary Issues, National Income.

Suggested Readings:

1. Datta Ruddra: **Indian Economy, S Chand.** , New Delhi
2. Mishra,S K and Puri V K: **Economic Environment of Business,Himalaya Publishing House**
3. Aswathappa, K : **Economic Environment of Business, Himalaya Publishing House.**
4. **Economic Times, Business standard, magazines and Journals.**

M-207 RESEARCH METHODS IN MANAGEMENT

Objectives: This course aims at equipping the students with the basic understanding of the research methodology and to provide an insight into the applications of the modern tools and techniques for the purpose of management decision making.

Division of Marks in Internal Assessment –

Max. Marks – 30

Sessional – 20

Class Participation – 10

Division of Marks in Main Examination -

Max. Marks - 70

Theory – 50

Practical – 20

COURSE CONTENT

Segment I

Business Research – An Overview, Concept of Scientific research in management, Research Process, Research Design . Sources and Collection of Data – Interview, Observation, Survey and Questionnaire designing.

Segment II

Univariate, Bivariate and Multivariate analysis – Basic Concepts. Sampling Theory - Sample Design and Sampling Procedures. Hypothesis testing of means and proportions for large and small samples. Chi-square test, ANOVA. Non parametric tests – The signed test for paired data, The Rank sum test, The Mann-Whitney U-test, The One Sample Run test.

Segment III

Attitude Measurement – Measurement and scaling concepts, types of scales, ranking and rating scaling techniques for measuring attitude. Report Writing – Structure, Style and contents.

Suggested Readings

1. Cooper Donald R., Schindler Pamela S., **Business Research Methods**, TATA McGraw Hill, New Delhi
2. Bhattacharya D.K., **Research Methodology**, Excel books
3. Ahuja Ram, **Research Methods**, Rawat Publications
4. Paneerselvam, **Research Methodology**, Prentice Hall of India
5. Zikmund William G., **Business Research Methods**, South Western Cengage Learning
6. Beri C.C., **Business Statistics**, TATA McGraw Hill, New Delhi
7. Levin R.I. & Rubin D.S., **Statistics for Management**, Pearson Education
8. Kothari C.R., **Research Methodology**, New Age International

VII Semester

M-102 MANAGEMENT ACCOUNTING

Objectives: The objective of the course is to provide the fundamentals and analytical knowledge of Management Accounting. The student will be able to understand the concept of costing, budgeting and financial analysis.

Division of Marks in Internal Assessment –

Max. Marks – 30

Sessional – 20

Class Participation – 10

Division of Marks in Main Examination -

Max. Marks - 70

COURSE CONTENT

Segment I

Introduction to management accounting. Basic cost concepts and concerns. Unit Costing, Standard Costing and Variance Analysis. Cost - Volume - Profit Analysis.

Segment II

Budgeting and Budgetary Control: Types of Budget: Flexible, Cash, Sales, Production, Master Budget. Zero base budgeting. Performance budgeting.

Segment III

Financial Statement Analysis: Ratio Analysis, Fund Flow and Cash Flow Analysis as per AS-3

Suggested Readings:

1. **Khan & Jain: Management Accounting**, Tata McGraw Hill.
2. **Khan & Jain: Cost Accounting**, Tata McGraw Hill.
3. **Maheshwari Dr. S. N. : Management Accounting and Financial Control**, Sultan Chand and Sons.

4. **Mittal Dr. S. N.: Management Accounting and Financial management**, Shree Mahaveer Book Depot.
5. **Van Horne Charles C. , Financial Management And Policy**, Prentice Hall of India.

M-106 QUANTITATIVE TECHNIQUES FOR MANAGEMENT-I

Objectives: This course will expose the students to various quantitative models for decision making that aims at finding out optimum or close to optimum results and prepare them for real world applications.

Division of Marks in Internal Assessment –

Max. Marks – 30

Sessional – 20

Class Participation – 10

Division of Marks in Main Examination -

Max. Marks - 70

COURSE CONTENT

Segment I

Quantitative Techniques – An Overview.

Matrix Algebra – Elementary concept of determinants, solving linear equations by using matrices(matrix inversion method, Cramer’s Rule) Business application of matrices. Calculus – Basis Concept, Theory of extremes and its application in management. Probability – Basic concepts, Probability Distributions – Normal, Binomial and Poisson.

Segment II

Correlation Analysis, Regression Analysis, Transportation Problems. Assignment Problems.

Segment III

Linear Programming Problems – Problem formulation and geometric method of solution (graphical method)

Suggested Readings

1. **Vohra N.D.**, Quantitative Techniques for Management, TATA McGraw Hill, New Delhi
2. **Khandewal, Gupta, Agarwal, Ahmad**, Quantitative Analysis for Management, Ajmera Book Co., Jaipur
3. **Kapoor V.K.**, Operations Research, Sultan chand and sons.
4. **Taha S.**, Operations Research, Pearson Education.
5. **Gupta S.P.**, Statistics, Sultan chand and sons
6. **Louise Swift**, Quantitative Methods for Business Management & Finance, Palgrave
7. **Kapoor V.K. & Sancheti D.C.**, Business Mathematics, Sultan chand and sons
8. **Levin R.I. & Rubin D.S.**, Statistics for Management, Pearson Education
9. **Bhardwaj R.S.**, Mathematics for Economics & Business, Excel Books

VIII Semester

M-203 INTERNATIONAL BUSINESS MANAGEMENT

Objectives: Develop an understanding of the issues governing the operation and organization of the international business. Discussing and analyzing the issues of entering the foreign markets, the costs and risk associated and problems of managing cultural diversity.

Division of Marks in Internal Assessment –

Max. Marks – 30

Sessional – 20

Class Participation – 10

Division of Marks in Main Examination -

Max. Marks - 70

COURSE CONTENT

Segment I

International Business: An overview, Environment of International business-economic, political, legal and cultural. Role of MNC's in developing countries. Theories of International Trade.

Segment II

WTO, Tariff and Non- Tariff barriers, Foreign Direct Investment-theories and factors affecting FDI, Balance of Trade and Balance of Payments. Dumping, Regional Blocks.

Segment III

Foreign exchange, theories of foreign exchange rate determination, managing cross-cultural differences in multinational firms and HR issues in international business.

Suggested Readings:

- 1. Paul Justin. International Business.** Prentice Hall India, New Delhi
- 2. Cherunilam Francis . International Business: Text & Cases 3rd ed.**
Prentice Hall India, New Delhi
- 3. Aswathappa. “International Business”,** Tata McGraw Hill
- 4. Daniels. “International Business”** Pearson Education

M-206 OPERATIONS MANAGEMENT

Objectives: The term Operations include the concept of both Product and Service, in a system, where resources are converted into finished goods. The objective of the course is to empower the students for decision making in planning, scheduling and controlling in manufacturing and service activities.

Division of Marks in Internal Assessment –

Max. Marks – 30

Sessional – 20

Class Participation – 10

Division of Marks in Main Examination -

Max. Marks - 70

COURSE CONTENT

Segment I

Introduction, Concept of Product and Service. Plant Location. Types of Manufacturing Systems, Plant Layout, Assembly Line Balancing. Material Handling. Production Planning & Control, Sequencing Model. Productivity, Work Study – Method Study and Work Measurement, Work Sampling, Time Study, Principles of Motion Economy, Micro motion Study.

Segment II

Replacement Model – Individual and Group Replacement, Simulation and its application in Queuing and Inventory Problems, Network Techniques – PERT and CPM.

Segment III

Statistical Quality Control – Control Charts for Attributes and Variables, Theory of Acceptance Sampling, OC Curve, Sampling Plans. Total Quality Management, Standards on Quality Systems- ISO-9000:2000, JIT, Quality Circles, Benchmarking, Business Process Reengineering.

Suggested Readings

- 1. Chase, Jacobs, Aqualino, Agarwal, Operations Management, TATA McGraw Hill, New Delhi**
- 2. Adams Everett E. , Ebert Jr. Ronald J., Productions and Operations Management, Prentice Hall of India, New Delhi**
- 3. ILO, Introduction to Work Study, Oxford & IBH**
- 4. Bedi Kanishka , Production and Operations Management, Oxford**
- 5. Khandewal, Gupta, Agarwal, Ahmad, Quantitative Analysis for Management, Ajmera Book Co., Jaipur**
- 6. Kapoor V.K., Operations Research, Sultan chand and sons.**

IX Semester

M-301 PROJECT MANAGEMENT

Objectives: The Subject relates to Identification, formulation, appraisal, implementation and controlling of Projects. The course also includes the concept of Social Projects which is different from Commercial Projects.

Division of Marks in Internal Assessment –

Max. Marks – 30

Sessional – 20

Class Participation – 10

Division of Marks in Main Examination -

Max. Marks - 70

COURSE CONTENT

Segment I

Basic Concept, Project Life Cycle, Characteristics and Taxonomy, Organizing for Projects.

Role and Responsibilities of a Project Manager, Concept of Social Projects, SCBA.

Segment II

Market Potentiality Analysis – Identification of opportunities, Evaluation of market and potential demand. Technical Analysis. Financial Analysis – NPV, IRR, Payback period.

Segment III

Project Implementation and control - Network techniques- Project Crashing, Project Updating, Resource Allocation and leveling. Contractor Schedule and Rescheduling , PMIS, Project Audit , ex-post Evaluation.

Suggested Readings

1. **Chandra Prasanna** , Projects, Tata Mcgraw Hill
2. **Chaudhary S.**, Project Management, Tata Mcgraw Hill
3. **Nagrajan K.**, Project Management, New Age International
4. **Kerzner Harold**, Ptoject Management, CBS Publishers

M-302 SUPPLY CHAIN MANAGEMENT

Objectives: The Subject gives an over view of the popular buzzword Supply Chain Management. It relates to various aspects of planning, procurement and storage of raw material and other resources which becomes input to a manufacturing system. It also deals with inventory management which is a necessary evil for any organization.

Division of Marks in Internal Assessment –

Max. Marks – 30

Sessional – 20

Class Participation – 10

Division of Marks in Main Examination -

Max. Marks - 70

COURSE CONTENT

Segment I

Introduction to supply chain management (SCM), Forces shaping SCM, Principles and Frame work of SCM, Electronic Supply Chain Management, Overview of Logistics Management.

Segment II

Purchasing Function – Objectives, Scope, Centralized and Decentralized Purchasing, Purchase Procedure, Make or Buy Decisions, Storekeeping – Relevance, Objectives, Store procedures and organization. Vendor Relations.

Segment III

Aggregate Planning, Material Requirement Planning, Inventory Management – Basic Concepts, EOQ Models, Selective inventory control Techniques, Concept of ERP, Value Analysis & Engineering.

Suggested Readings

1. **Ammer D.S., : Materials Management and Purchasing**, Richard Irwin Inc.
2. **Dobler D. W., Lee L. Jr. and Burt D.N.: Purchasing and Materials Management** McGraw Hill Publishing Company, New York
3. **Westing J. H., Fine I. F. and Zens G. J.: Purchasing Management**, Wiley Easter Ltd., New Delhi

Specialisation Papers

Specialisation Group A (Marketing)

M-303a SALES AND DISTRIBUTION MANAGEMENT

Objectives: * To provide an understanding of the concepts, attitudes, techniques and approaches required for effective decision making in the areas of sales and distribution.

* To pay special emphasis on the practicing manager's problems and dilemmas.

* To develop skills critical for generating, evaluating and selecting sales and distribution strategies.

Max. Marks – 30

Sessional – 20

Class Participation – 10

Division of Marks in Main Examination -

Max. Marks - 70

COURSE CONTENT

Segment I

Nature and scope of sales management, setting and formulating personal selling. objectives, Recruiting and Selecting sales personnel, Conducting sales training programmes, Designing and administering compensation plans.

Segment II

Supervision of salesmen, Motivating Sales personnel, Sales meetings and sales contests, Designing territories and allocating sales efforts, Objectives and Quotas for sales personnel, developing and managing sales evaluation programme, Sales and Cost Analysis.

Segment III

Distribution objectives- An overview of Marketing Channels, Channel Intermediaries- Wholesaling and Retailing, Channel Planning and Design, Managing Marketing Channels.

Suggested Readings

- 1. Cundiff, Still and Govoni, Sales Management, Prentice Hall of India, New Delhi**
- 2. Anderson, R., Professional Sales Management., Englewood Cliffs, New Jersey, Prentice Hall Inc.**
- 3. Sahu P. K. and Raut K. C., "Salesmanship and Sales Management", Vikas Publishers, Delhi**

M-304a ADVERTISING MANAGEMENT

Objectives- This course is designed to develop an understanding for the marketing communication tools and implement them in designing Advertisement strategies.

Max. Marks – 30

Sessional – 20

Class Participation – 10

Division of Marks in Main Examination -

Max. Marks - 70

COURSE CONTENT

Segment I

Overview of marketing communication, Factors affecting the marketing communication-mix, Ethical issues in marketing communication.

Models of marketing communication, , Marketing communication planning and control

Segment II

Advertise objectives and planning- Meaning, Definition, and Objectives of Advertising, Types of advertising.

The Advertising agency- Functions and types, Advertising Agency compensation.

Creative strategy- Target market and creative objective, Advertising appeals, Creative format and Creation stage, Copy testing and advertising layout.

Segment III

Media planning and promotion, media objectives, media strategy and media planning modes, Indoor media, Out door media, Measuring Advertisement performances. Current developments in Advertising.

Suggested Readings

1. **Zeigler et. AL. : Advertising;** Mc Graw Hill Publications.
2. **Dirksen Kroeger and Nicossia : Advertising Principles Problems and Cases;** D.B. Taraporewala & Sons, Bombay.
3. **Borden A. and Marashall : Advertising Management-Text and Cases;** D.B. Taraporewala & Sons, Bombay.
4. **Welbacher, William .: Advertising,** Mac Millan Publishing Company, New York.
5. **Jefking : Advertising;** Mac Millan, New Delhi.
6. **Aaker, David A. and Myers John G. ; Advertising Management;** Prentice Hall of India Pvt. Ltd., New Delhi

M-305a PRODUCT AND BRAND MANAGEMENT

Objectives- This course is designed to develop an understanding for the various product management and brand management concepts and to understand the product and brand managers role.

Max. Marks – 30

Sessional – 20

Class Participation – 10

Division of Marks in Main Examination -

Max. Marks - 70

COURSE CONTENT

Segment I

Introduction to Product Management,Product-Service continuum,Individual product decisions,Product attributes,Product lines,Issues in product management-Product life cycle,Product differentiation,New Product Development,Product manager's role in organization.

Segment II

Value and significance of brand, Brand name, symbol and slogan, Brand strategic decisions, Line expensing and Brand extension,Brand equity,Brand Loyalty.

Segment III

Consumer brand knowledge, Brand identity, Personality and Brand associations, Managing brand architecture, Brand Portfolios, Corporate branding..

Suggested Readings

1. Lehman and Winer; **Product Management** ;Tata McGraw Hill
2. Srivastava, R.K.; **Product Management** ; Excel publications
3. Verma V Harsh; **Brand Management**; Excel publications
4. Ajay Kumar; **Brand Management**; Wisdom publications

Specialisation Group B (Finance)

M-303b INVESTMENT MANAGEMENT AND SECURITY ANALYSIS

Objectives: The objective of the course is to acquaint the students with the working of investment market as well as Security market. The focus of analysis is to develop the skills required for stock market so as to be able to judge the competitive position of firms in capital market.

Division of Marks in Internal Assessment –

Max. Marks – 30

Sessional – 20

Class Participation – 10

Division of Marks in Main Examination -

Max. Marks - 70

COURSE CONTENT

Segment I

Concept and objectives of savings and Investments. Investment avenues. The Organization and Mechanics of Indian Security Markets. Functions of an Organized Security Markets, Types of Security

Markets and their functions-Stock exchanges, OTCEI and Depository. Capital Market – Primary & Secondary Market.

Segment II

Role of SEBI. Listing requirements. IPO and Secondary Markets. Trading Mechanism: Online Trading, Settlement period, Risk Management system, Mark to market margin and intraday limit, Circuit breaker. OTCEI.

Segment III

Security Analysis - Fundamental and Technical Analysis. Yield on securities. Security Return and Valuation. Factors affecting Security Prices. Introduction to Portfolio Management. Introduction to derivatives. Forward, Futures and Option.

Suggested Readings

1. Kevin S.: **Security Analysis and Portfolio Management**, Prentice Hall of India.
2. Chandra Prasanna : **Investment Analysis & Portfolio Management**, Tata McGraw Hill.
3. Avadhani V. A.: **Investment Management**, Himalaya Publishing House.
4. Fischer and Jordan: **Security Analysis and Portfolio Management**, Pearson Education.

M-304b MANAGEMENT OF FINANCIAL INSTITUTIONS

Objectives: In the fast changing scenario of the Indian Economy with Globalization, Privatization, with Deregulation competition and Economic reforms program, the inflows and outflows of funds increased and started operations in the Indian Financial markets.

Division of Marks in Internal Assessment –

Max. Marks – 30

Sessional – 20

Class Participation – 10

Division of Marks in Main Examination -

Max. Marks - 70

COURSE CONTENT

Segment I

Financial System in India. Financial Services and Micro-Credit. Recent changes in financial services. Regulatory frame work for insurance and banking sector services in India.

Segment II

Financial Markets and Instruments – Money market and Capital Markets. Raising Capital – Domestic and International (ADR and GDR).

Segment III

Central Banking, Monetary Policy Reforms , the Current Regulatory Structure. Merchant banking, Mutual funds, Securitization of debt, Credit ratings. Depositories.

Suggested Readings:

- 1. Machiraju H. R. : Indian Financial System, Vikas Publications Pvt. Ltd.**
- 2. Varshney. Mittal : Indian Financial System, Sultan Chand and Sons.**
- 3.. Khan M. Y : Financial Services, Tata McGraw Hill.**
- 4. Bhalla V. K.: Management of Financial Services, Anmol Publications Pvt. Ltd.**
- 5. Chandra Prasanna : Financial Management, Tata McGraw Hill.**
- 6. McMenamin JIM : Financial Management, Oxford University Press.**

M-305b FINANCIAL DERIVATIVES

Objective: The course aims to develop an understanding of financial derivatives and institutional structure of markets on which they are traded. There will be discussion on the pricing of the derivative instruments and the risk characteristics.

Division of Marks in Internal Assessment –

Max. Marks – 30

Sessional – 20

Class Participation – 10

Division of Marks in Main Examination -

Max. Marks - 70

COURSE CONTENT

Segment I

Financial Derivatives- An introduction , Forwards. Hedging of Foreign exchange Risk through currency forwards. Advantages & disadvantages of Forward contracts.

Segment II

Futures & options (F&O) : Future contracts, features of future contracts. Index futures, Hedging, speculation, stock options, call options, put options, closing out of options & uses of options.

Segment III

Derivative pricing Theory: Black Scholes model structure of Indian stock market and operational efficiency of options and futures. Determination of fair value of futures and option prices. Interaction between spot equity trading and trading in derivatives

Suggested Readings:

- 1. Kevin S.: Security Analysis & Portfolio Management, Prentice Hall of India**
- 2. McMenamin JIM : Financial Management, Oxford University Press**
- 3. Chandra Prasanna: Investment Analysis & Portfolio Management, Tata McGraw Hill.**
- 4. Wilmott Paul : The mathematics of financial derivatives, Cambridge University Press**

Specialisation Group C (Human Resource Management)

M-303c HUMAN RESOURCE PLANNING AND DEVELOPMENT

Objectives : The objective of this paper is to develop understanding and importance of manpower planning in corporate sector and to develop the perspective of strategic human resource management.

Division of Marks in Internal Assessment –

Max. Marks – 30

Sessional – 20

Class Participation – 10

Division of Marks in Main Examination -

Max. Marks - 70

SEGMENT-I

HR Planning-Introduction and phases, HR at different levels- National, corporate and unit level. Linkage between Manpower planning and strategic planning. Forecasting manpower needs, the forecasting process. Work Analysis.

SEGMENT-II

Career management – concept, career planning, succession and replacement planning career development, counseling and mentoring.

SEGMENT-III

HRD-concept, goals, challenges, mechanism. Human resource development system and system design principles. Role of line managers in HRD, Analyzing the role for development, potential appraisal, motivational aspects of HRD, emerging trends in HRD.

REFERENCES-

- 1) **Bhattacharya D.K: Human Resource Management**, Excel publications.
- 2) **William Stainer.G: Manpower planning**, Heinman ltd, London.
- 3) **Pareek Udai & Rao T.V: Designing and managing human resource system**, Oxford publication.
- 4) **Rao T.V: Alternative approaches & strategies of human resource development.**
- 5) **Rao VSP: Human Resource Management**, Excel publications.
- 6) **Rao T.V: Human resource development**, Sage publication.

M-304c APPRAISAL AND TRAINING TOOLS IN HR

Objectives : The objective of this paper is to provide in-depth understanding of role of training in HRD and to introduce the basic concept of performance management and widen the knowledge of the students in selecting and implementing the various performance measurement methods.

Division of Marks in Internal Assessment –

Max. Marks – 30

Sessional – 20

Class Participation – 10

Division of Marks in Main Examination -

Max. Marks - 70

SEGMENT-I

Introduction to training and development: training needs assessment, training design and administration, training methods, training process, adult learning, organization and management of training process. Trainer's profile, training evaluation and ROI, feedback mechanisms, training and development in India.

SEGMENT-II

Performance appraisal: conceptual framework, objectives and process, performance appraisal vs. performance management, learning theories, principles of learning, potential appraisal.

SEGMENT-III

Performance planning and measuring performance, methods of performance appraisal- traditional and modern. Competency analysis and competency mapping, competency and performance, competency mapping tools.

REFERENCES-

- 1) **Rao P.L: Enriching human capital through training & development**, excel books.
- 2) **Sahu R.K: Training for development**, excel books.
- 3) **Ramchander Dr. Anitha & Mukherjee Jayendra: HR in enhancement of people capacity**, excel books.
- 4) **Kumar.Brijendra: training & development**, excel books.
- 5) **Reid Margret Anne & Barrington Harry: Training interventions**,Jayco pub.
- 6) **Rao T.V & Rao Raju: Feedback,designing & Managing human resource systems**, excel books.
- 7) **Dhar Upainder , Dhar Santosh & Pathak Yogeshwari: Enhancing performance(agenda for growth)**, excel books.
- 8) **Rao T.V: Performance management & appraisal systems**, Sage publications.

M305c INDUSTRIAL LABOUR AND MANAGERIAL RELATIONS

Objective: The course is design to develop understanding of issues relating to industrial relations.

Division of Marks in Internal Assessment –

Max. Marks – 30

Sessional – 20

Class Participation – 10

Division of Marks in Main Examination -

Max. Marks - 70

Segment-I

Industrial relations- concept. system, Interaction among principle parties within social, economic and political context. Public policy on industrial relations. Tripartism. Legal framework. Trade union growth, structure and strategies. Employee organizations and their working.

Segment-II

Working of different dispute prevention an settlement machinery.Industrial dispute patterns. Labour management relation.

Segment-III

Structure and working of labour market at different levels. Aspects of employment. Wages and dearness allowances. Fringe benefits and bonus issues.

References:

- 1) Daver, Personnel Management & Industrial Relations, Vikas Publication
- 2) Mamoria, Mamoria, Gankar, Dynamics of Industrial Relations, Himalaya Publication House.
- 3) Dayal S., Indian Industrial Relation System, Sterling Publishers.
- 4) Rao P. Subba, Essentials of Human Resource Management & Industrial Relations, Himalaya Publication House.

Specialisation Group D (Information Technology)

M-303d SYSTEM ANALYSIS AND DESIGN

Objectives: This course is designed to give the students a basic understanding of the “Life Cycle” approach to systems analysis. One of the main aspects of the course will be the integration of systems analysis activities, management reviews and documentation.

Division of Marks in Internal Assessment –

Max. Marks – 30

Sessional – 20

Class Participation – 10

Division of Marks in Main Examination -

Max. Marks – 70

Theory – 50

Practical – 20

COURSE CONTENT

Segment I

System concepts-definition, characteristics, elements of a system, types of system.

System Development Life Cycle (SDLC) - Waterfall model, limitations of this model, Prototyping, prototype model, iterative enhancement model, spiral model. Role of System Analyst.

Segment II

System Analysis- System planning and the initial investigation, information gathering, tools of structured analysis, feasibility study, cost/benefit analysis.

System Design- the process and stages of system design, input/output and forms design, file organization and database design.

Segment III

System Implementation- System testing and quality assurance, implementation and software maintenance, hardware/software selection, project scheduling and software, security, verification and validation, disaster/recovery and ethics in system development.

Suggested Readings:

- 1) Senn, J.A: **Analysis and Design of Information Systems**, McGraw Hill.
- 2) Akts Ziya: **Structured Analysis and Design of Information Systems**, PHI Pvt Ltd, New Delhi.
- 3) Rajaraman V.: **Analysis and Design of Information Systems**, PHI Pvt Ltd, New Delhi.
- 4) Elias M.Awad: **System Analysis and Design**, Galgotia Publications Pvt Ltd.

M-304d DATABASE MANAGEMENT SYSTEM

Objectives: This is an introductory course in database and file management systems. It will help students to develop an understanding of the role of data modelling, file management and database systems in information systems. At the completion of this course, students should develop an appreciation of the role of data, files and databases in information systems understand the database development activities be familiar with data modelling concepts (E-R and Class diagrams) used in database development be familiar with a broad range of data management

issues including data integrity and security.

Division of Marks in Internal Assessment –

Max. Marks – 30

Sessional – 20

Class Participation – 10

Division of Marks in Main Examination -

Max. Marks - 70

Theory – 50

Practical – 20

COURSE CONTENT

Segment I

Introduction, DBMS applications, DBMS versus file systems. Data models- ER model, basic concepts, ER diagram, design issues, Relational model, Network model, Hierarchical model.

Segment II

Normalization-Normal Forms, 1NF, 2NF, 3NF, BCNF, 4NF, 5NF.

Database System Architectures- Centralized and Client-Server architecture, parallel systems, Distributed systems, Network types, Server systems architecture.

Segment III

Transaction Management- Transaction concept, transaction state, atomicity and durability, concurrency control, deadlock handling, recovery system, buffer management.

Suggested Readings:

- 1) **Ricardo.C: Database Systems-Principles, Design and Implementation**, Macmillan, New York (1990).
- 2) **Silberschatz, Korth, Sudarshan: Database System Concepts**, PHI Pvt Ltd, New Delhi.
- 3) **Agarwal R., Swami A.N.: Database Mining- A Perfect Perspective**, McGraw Hill.

M-305d INTERNET AND SERVICES

Objective: The objective of this course is to help the students understand the basic concepts of internet, the basic hardware requirements of internet, introduction of the devices, and the various networks which are available for the internet.

Division of Marks in Internal Assessment –

Max. Marks – 30

Sessional – 20

Class Participation – 10

Division of Marks in Main Examination -

Max. Marks - 70

Theory – 50

Practical – 20

COURSE CONTENT

Segment I

History and evolution of internet, capabilities, benefits, problems of internet, its applications and future of internet, FTP, TELNET, TCP/IP protocol, characteristics of protocols, LAN, MAN, WAN. X.25 Layers, other protocols related to X.25.

Segment II

Introduction to Hub's, Switches, Routers, Bridges, Gateways, Earth station, VSAT, Modem etc and their applications. Introduction to Satellites.

Introduction to current trends of Information Technology: E-commerce, Electronic Data Interchange(EDI) etc.

Segment III

Introduction to Integrated Service Digital Network (ISDN): History, Services.

Subscriber access to the ISDN: B-Channel, D-channel, H-channel, User interfaces, functional grouping, refers ports. ISDN Layers: Physical , Data Link, Network. Broadband ISDN, Future of ISDN.

Suggested Readings:

- 1) **Bhaskar Bharat: E-Commerce- Framework, Technologies and Applications**, McGraw Hill
- 2) **Stallings William,"Data and computer communications"**, Prentice hall, India (4th edition).
- 3) **Tenenbaum A.S. , "Computer networks"**, Prentice hall, India (2nd edition).

Specialisation Group E (International Business Management)

M-303e STRATEGIES OF MULTINATIONAL COMPANIES

Objective: This course design is intended to provide significant exposure to issues related to international business strategy within the context of global markets and competition.

Division of Marks in Internal Assessment –

Max. Marks – 30

Sessional – 20

Class Participation – 10

Division of Marks in Main Examination –

Max. Marks - 70

Segment -I

Concept of MNCs, Drivers of globalization, foreign direct investment theories and factors influencing FDI.

Segment-II

Culture Differentiation and Multinational Management- culture, cultural norms, cultural values, cultural beliefs, cultural symbols, and cultural rituals.

Strategic Management in Multinational Company: Content and Formulation- Competitive advantage, differentiation strategy, low-cost strategy, competitive scope and value chain.

Segment-III

Multinational Strategies: Content and Formulation- local-responsiveness solution, global integration solution, and the global-local dilemma. Four broad multinational strategies.

Entry strategy and strategic alliances- Basic entry decisions, Entry modes, selecting an entry mode.

Comparative advantage- technology , production possibility frontier and terms of trade and gains from trade.

Suggested Readings:

1. Hill Charles, W.L:International Business.Tata Mcgraw –Hill
2. Charles, V.N: International Economics Oxford University Press.
3. Hill Charles,W.L,Jain, Arun kumar:International Business.Tata Mcgraw –Hill
4. Sundaram Anant K & Stewart Black: The International Business Environment- text & cases, Prentice Hall of India.
5. News papers , Magazines and journals.

M-304e INTERNATIONAL BUSINESS ENVIRONMENT

Objective: Modern business is not confined to domestic boundaries and it is across the sea.

The scope and content of International business has been fast evolving in India and the impact of liberalization and technological advancement has crept in every sphere of business. The objective of the course is to enable the students to orient him with the changing environment of global business and realities of the Indian business environment.

Division of Marks in Internal Assessment –

Max. Marks – 30

Sessional – 20

Class Participation – 10

Division of Marks in Main Examination -

Max. Marks - 70

Segment -I

Recent phase of globalization & India in global economy

Entry modes of international business, the globalization debate: arguments for and against, trends in international trade.

Segment -II

The international business environment – political, economic, legal, social, cultural dimensions and international business.

Ethical issues in international business.

The global trading environment – introduction- Instruments of trade policy – trade barriers

Segment -III

WTO-future of WTO. Regional Economic integration –trading blocks -European Union –ASEAN, NAFTA, SAARC,.

International Monetary system & IMF, World Bank, foreign exchange market – trading mechanism-exchange rate determination.

Suggested Readings:

1. Morrison, J: The International business Environment , Palgrave Macmillan.
2. Jain Subhash, C: International Marketing management, CBS publishers.
3. Subbarao, P: International business, Himalaya Publishing House
4. News papers , Magazines and Journals.

M-305e STRATEGIC INTERNATIONAL MANAGEMENT

Objective: This paper is designed to develop an understanding of strategic issues of a global firm and developing & governing organizational and operational issues of international business. It enables the scholars to know about 'late industrialization' in developing countries.

Division of Marks in Internal Assessment –

Max. Marks – 30

Sessional – 20

Class Participation – 10

Division of Marks in Main Examination -

Max. Marks - 70

Segment -I

Globalization & 20th century.

The process of 'late industrialization' in developing economies.

Big Business and Multinationals: Patterns in historical evolution. Anti-dumping, WTO and the political economy of multilateral trading system.

Segment -II

Global Sourcing: Strategic Review of the BPO industry. Global manufacturing Management and global logistic management

HR Issues in international business.

Accounting differences in international business

Segment -III

Strategic trade and industrial policy. Late industrialization and globalization of firms from developing economies. Growth of high-tech industries in developing economies Globalization of Chinese firms. Competition from foreign firms and reaction of domestic enterprises in India in 1990s.

Suggested Readings:

1. Hill Charles, W.L:International Business.Tata Mcgraw –Hill
2. Hill Charles,W.L,Jain, Arun kumar:International Business.Tata Mcgraw –Hill
3. Sundaram Anant K & Stewart Black: The International Business Environment- text & cases, Prentice Hall of India.
4. Batra, G.S< Dangwal: International Business – New trends, Deep & deep publication.
5. News papers, Magazines and journals.

Specialisation Group F (Production Management)

M-303f WORK STUDY

Objectives: To expose students to the concept of productivity and various techniques of method study and work measurement, and help them develop abilities and skills required in a work study job.

Division of Marks in Internal Assessment –

Max. Marks – 30

Sessional – 20

Class Participation – 10

Division of Marks in Main Examination -

Max. Marks - 70

COURSE CONTENT

Segment I

Productivity and its measures, Concept of total time of a job, Total Work content and ineffective time. Introduction of Work study, Human factor in application of work study.

Segment II

Method Study – Definition, factors considered for selection of job, Process Chart Symbols, Recording Techniques, Critical examination, Principles of motion economy, micro motion study, Therbligs, Simochart.

Segment III

Work Measurement- Definition, Techniques, of Work Measurement, Work Sampling, Time Study – Procedure, Rating, allowances, concept to normal time and standard time. Predetermined motion time system.

Suggested Readings

- 1. ILO, Introduction to Work Study, Oxford & IBH**
- 2. Ralph M. Barnes, Motion and Time Study- Design and Measurement of Work, John Wiley & Sons.**

M-304f OPERATIONS RESEARCH

Objectives: To provide a formal quantitative approach to problem solving through mathematical models. Although the application of tools and techniques are under ideal conditions but they form a basis for solving complex management problems..

Division of Marks in Internal Assessment –

Max. Marks – 30

Sessional – 20

Class Participation – 10

Division of Marks in Main Examination -

Max. Marks - 70

COURSE CONTENT

Segment I

An overview of Operations Research. Linear Programming Problems. Formulation. Graphical Method of solving LPP. Simplex Method, Concept of Artificial Variables, Sensitivity Analysis, Duality Problem.

. Segment II

Queuing Theory - concepts and applications. Markov Chains – Transition Probabilities, Applications, Learning Curves. Dynamic Programming.

Segment III

Extension of Linear Programming – Integer Programming and Goal Programming.

Suggested Readings

- 1. Vohra N.D.,** Quantitative Techniques for Management, TATA McGraw Hill, New Delhi
- 2. Khandewal, Gupta, Agarwal, Ahmad,** Quantitative Analysis for Management, Ajmera Book Co., Jaipur
- 3. Kapoor V.K.,** Operations Research, Sultan chand and sons.
- 4. Taha S.,** Operations Research, Pearson Education.

M-305f VALUE ANALYSIS AND MANAGEMENT

Objectives: To acquaint the students with the techniques of value analysis and their applications in product design and production process.

Division of Marks in Internal Assessment –

Max. Marks – 30

Sessional – 20

Class Participation – 10

Division of Marks in Main Examination -

Max. Marks - 70

Numerical/Applied – 30

COURSE CONTENT

Segment I

Value Analysis and Engineering – Managerial Approach, Introduction and History, Value Function and Costs, Problem Analysis and Solution.

Segment II

Value engineering Techniques, Qualification of Value Specialist, Project Selection and setting of value engineering goals. Program action and implementation.

Segment III

Measurement and Control of Value Engineering Programme. Recent Developments in value management.

Suggested Readings

- 1. Miles, L.D., Techniques of Value Analysis and Engineering, McGraw Hill.**
- 2. H. Tuffy, Competition on Value Engineering, Indo American Society.**

M-306 LEGAL FRAMEWORK FOR BUSINESS

Objectives: The law is almost universal human need. Rule of the law is the essence of civilized society. Law and business are closely related disciplines. Therefore students will learn in this paper about the legal framework for business.

Division of Marks in Internal Assessment –

Max. Marks – 30

Sessional – 20

Class Participation – 10

Division of Marks in Main Examination -

Max. Marks - 70

COURSE CONTENT

Segment I

Important Acts: Consumer Protection Act, Unfair Trade Practices, Environment Protection Act, Competition Act and FEMA, Sales of Goods Act, Contract Act.

Segment II

Company Law: Nature and kinds of companies, Formation of a Company, Memorandum of Association, Prospectus of a Company, Shares and Debentures of a company, Directors of a company, Winding up of a company.

Segment III

Business and fundamental rights of business, Intellectual property right, Patent Act.

Suggested Readings:

- 1. Gogna P.P.S.: Company Law, S Chand.**
- 2. Gulshan S. S.: Mercantile Law, Excel Books**
- 3. Bulchandani K. R. : Business Law for Management, Himalaya Publishing House**
- 4. Raju,Ram Krishna.V: Business Laws and Economic Legislations, Himalaya Publishing House**
- 5. News Papers and magazines**

X Semester

M-401 BUSINESS ETHOS AND CONTEMPORARY ISSUES IN MANAGEMENT

Objectives: The course aims at encouraging students to think about ethical implications of day to day happenings and practices of Indian industry. The course aims at sensitizing learners towards fundamental human values and their use in appraising global issues and complex business situations.

Division of Marks in Internal Assessment –

Max. Marks – 30

Sessional – 20

Class Participation – 10

Division of Marks in Main Examination -

Max. Marks - 70

COURSE CONTENT

Segment I

Introduction to Values: Meaning and Significance, Holistic approach in decision making, Chakraborty model, Foundations of work ethics and culture from Indian perspective, Work ethics, Ethical issues in advertising, Corporate Social responsibility, Corporate Governance, Ethical consumerism

Segment II

Contemporary Issues in:

- Human Resource Management: Moonlighting, Human Resource outsourcing. Talent Management
- Finance and Managerial Economics: Analysis of the Current position of the Indian economy, Recession: Background and Implications
- Marketing: Growing use of Animation in Advertising, Permission marketing v/s Spamming, Interactive marketing.

Segment III

- Introduction to the writings of bestselling business authors.
- This segment would also include reading and analysis of a book prescribed by the University. The students shall read the entire book and gain an understanding of the author's viewpoint and would be required to submit a report/ summary/ presentation of the same.

Suggested Readings:

1. Chakraborty, S. K., "Values and Ethos for Organisation", Oxford India Paperbacks.
2. Chakraborty, S. K., "Management by Values", Oxford India Paperbacks.
3. Chakraborty, S. K., "Foundations of Managerial Work, Contributions from Indian Thought", Himalaya Publishing House.
4. Chakraborty, S. K., "Ethics in Management: Vedantic Perspectives", Oxford University Press.
5. Banerjee, Bani, P., "Foundations of Ethics in Management", Excel Books.
6. Newspapers, Internet, Journals and magazines.

M-402 ENTREPRENEURSHIP AND SMALL BUSINESS MANAGEMENT

- Objectives:**
- * The major emphasis will be on creating a learning system through which management students can acquaint themselves with the special challenges of starting new ventures and introducing new product and service ideas. This will involve working together to investigate, understand and internalize the process of founding a start up.
 - * The course is designed primarily for those who at some point of their career want to start their own ventures, or run their own small businesses.

Division of Marks in Internal Assessment –

Max. Marks – 30

Sessional – 20

Class Participation – 10

Division of Marks in Main Examination -

Max. Marks - 70

COURSE CONTENT

Segment I

Defining entrepreneur, the entrepreneurial role, task and personality. A typology of entrepreneurs, Entrepreneurial motivation and barriers – Internal and External factors, Theories of entrepreneurship.

Segment II

Creativity and entrepreneurial plan, Idea generation, screening and feasibility analysis, segmentation, targeting and positioning of product, Institutional support for new ventures.

Segment III

Role and importance of small business. Defining small business, forms of organization for small business. Setting up a SSI, Product Selection, problems and challenges for SSI. Government policy for SSIs

Suggested Readings:

- 1. Arora, R. and Sood, S.K.. Fundamentals of Entrepreneurship and Small Business Management. Kalyani Publishers, Ludhiana.**
- 2. Desai, Vasant. Small-Scale Industries and Entrepreneurship., Himalayan Publishing House, Mumbai.**
- 3. Ramachandran K., “Managing a New Business Management”, Kitab Mahal, New Delhi**
- 4. Shukla M. B., “Entrepreneurship and Small Business Management”, Kitab Mahal, New Delhi**
- 5. Holt, “Entrepreneurship: New Venture Creation”, Prentice Hall**

M-403 BUSINESS POLICY AND STRATEGIC MANAGEMENT

Objectives: To create an understanding of the basic issues involved in business policy and strategic management. The student will learn about the scanning of the environment and developing strategic decision making skills accordingly.

Division of Marks in Internal Assessment –

Max. Marks – 30

Sessional – 20

Class Participation – 10

Division of Marks in Main Examination -

Max. Marks - 70

COURSE CONTENT

Segment I

Business Policy- Nature importance and purpose and objectives.

Strategic management-Nature, importance and concept of strategy; process of strategic

Management; vision, mission, objectives and goals; components of environmental scanning- SWOT analysis, capability factors, and organizational appraisals.

Segment II

Grand strategies, Different types of strategies, Corporate portfolio analysis;

Industry and competitor analysis, Subjective factors in strategic choices,

Strategic plan

Segment III

Project and procedural implementation; Resource allocation, Structural Implementation and Functional Implementation.

Suggested Readings

1. Kazmi, A. (2002). Business Policy and Strategic Management. Tata Mcgraw Hill, New Delhi.

2. Wheelen, T.L. and Hunger, J.D. (2003). Strategic Management and Business Policy. Pearson Education, New Delhi.

Specialisation Papers

Specialisation Group A (Marketing)

M-404a CONSUMER BEHAVIOUR AND MARKETING RESEARCH

Objectives- The paper will help the student to learn about the consumer's basic behavior towards the different products and services together with consumer research will help the student to capture buying behavior to make decisions. It will help him to develop frameworks to analyze consumer behavior and use them in designing marketing strategies and enhancing the effectiveness of marketing programmes.

Division of Marks in Internal Assessment –

Max. Marks – 30

Sessional – 20

Class Participation – 10

Division of Marks in Main Examination -

Max. Marks - 70

COURSE CONTENT

Segment I

Consumer Behavior - An Introduction, Key Foundations. Key Determinants of Buyer Behavior and Framework of Buyer Behavior. Family Influences, Reference Groups, Opinion Leaders and Social Influences. Social Classes, Social Stratification and Buying Behavior. Cultural Influences on Consumer Behavior.

Segment II

Individual Determinants of Buyer Behavior and Internal Processes. Understanding Consumer Motivation- Consumer Personality and Self Concept, Learning, Memory and Behavior Modification. Formation and Modification of Consumer Attitudes. Consumer Decision Process – Pre purchase Issues.

Segment III

Introduction to Marketing - Nature & scope of Marketing Research, Functions of marketing research, Sources and methods of collecting data, Commercial survey, Audits, Survey Research, Instruments for respondent communication, Experimentation & data collection errors.

Measurement in marketing research - Concept & scales of measurement, Attitude & motivational Research techniques. Sampling and data Analysis. Marketing Research Application - Market Segmentation &. Positioning, New product development, Market and Sales Forecasting, Advertising Research.

Suggested Readings

- 1. Schiffman and Kanuk : Consumer Behavior**, Prentice Hall 4th ed.
- 2. Sumathi : Marketing Research and consumer Behavior**, Vikas Puth House.
- 3. Shaughessy John O : Why People Buy ?** Oxford University Press.

4. Hill Rey W and Millar : Organizational Buying Behavior.
5. Luck, wales, taylor, Rubin : Marketing Research.
6. Green and Tull : Research for Marketing Decision.
7. Alexander R.S. , James S : Industrial Marketing.

M-405a SERVICES MARKETING

Objectives: * The objective of this course is to acquaint the students to the uniqueness of the service characteristics and its marketing implications.

The intent of the course is to discuss, measure and analyze several facets in the area of services marketing, essential for the success of a service sector firm.

Division of Marks in Internal Assessment –

Max. Marks – 30

Sessional – 20

Class Participation – 10

Division of Marks in Main Examination -

Max. Marks - 70

COURSE CONTENT

Segment I

Nature of Service economy, Characteristics of services, Classification of services, Consumer Behaviour, Segmentation, targeting and positioning.

Segment II

Services marketing triangle, Marketing mix for services-Product, Price, Place, Promotion, People, Process and Physical evidence, Service Marketing Strategies, CRM, Service Quality.

Segment III

Issues concerned with Bank Marketing, Insurance Marketing, Hotel marketing, Tourism Marketing, health care Marketing and Educational Marketing.

Note: Case studies will be taken on relevant issues.

Suggested Readings:

1. Jha S. M., “Services Marketing”.
2. Zeithaml, Valarie A. and Bitner Mary Jo: **Services Marketing**. Irwin/McGraw-Hill, NY
3. Lovelock, Christopher: **Services Marketing**, 4/e. Prentice Hall Inc., NJ
4. Payne, Adrian: **Essential of Service Marketing**, Prentice Hall, NJ

M-406a RETAIL MARKETING

Objectives: The objective of this course is to further students' understanding of, and interest in retailing. Enable the students to become good retail planners and decision makers who adopt to change. To foster critical thinking skills and to develop a sense of professionalism. To provide students with a modest awareness of what lies ahead for retailing.

Division of Marks in Internal Assessment –

Max. Marks – 30

Sessional – 20

Class Participation – 10

Division of Marks in Main Examination -

Max. Marks - 70

COURSE CONTENT

Segment I

Retail Management: Definition, role, characteristics, functions of retailing. Structure and nature of retailing.

Retail Organization: the changing structure of retailing, theories of structural change in retailing.

Classification of retail units, retail in India

Segment II

Retail customer: Factors, stages, types of decision making, influence of situational variables on shopping behavior.

Retail market segmentation, Retail location strategy, Retail space management.

Segment III

Retail pricing, Brand management and retailing, Atmospheric and retail space management. Retail promotion strategy, Relationship marketing.

Suggested Readings:

1. Cetan Bajaj, Nidhi V Shrivastava, Rajnish Tuli; Retail Management(2007); Oxford University Press.
2. Gunjeet Kaur; Relationship Marketing, Focusing on consumer complaints (2003); New Century Publications.
3. Dr.S.L.Gupta; Retail Management, An Indian Perspective (2007); Wisdom Publications, Delhi.

Specialisation Group B (Finance)

M-404b PORTFOLIO MANAGEMENT

Objectives: The objective of the course is to develop the skills required for portfolio management so as to be able to judge the competitive position of firms in capital market.

Division of Marks in Internal Assessment –

Max. Marks – 30

Sessional – 20

Class Participation – 10

Division of Marks in Main Examination -

Max. Marks - 70

COURSE CONTENT

Segment I

Introduction to Portfolio Management: An optimum portfolio selection.

Segment II

Markowitz Model, Markowitz efficient frontier. The Mean Variance Criterion (MVC). MVC & Portfolio selection. Sharp Index Model. Construction of the optimum portfolio & optimum portfolio with short sales.

Segment III

Capital Asset Pricing Theory & Arbitrage Pricing Theory. Portfolio Performance Evaluation & Portfolio Revision.

Suggested Readings:

1. Kevin S.: *Security Analysis & Portfolio Management*, Prentice Hall of India
2. McMenamin JIM : *Financial Management*, Oxford University Press
3. Chandra Prasanna: *Investment Analysis & Portfolio Management*, Tata McGraw Hill.
4. Avdhani V.A.: *Security Analysis & Portfolio Management*, Himalaya Publishing House.

M-405b INTERNATIONAL FINANCIAL MANAGEMENT

Objectives: The objective of the course is to introduce the environment of international finance and its implications on international business. To define and analyze the foreign exchange mechanism and also to integrate the global developments with the changing business environment in India.

Division of Marks in Internal Assessment –

Max. Marks – 30

Sessional – 20

Class Participation – 10

Division of Marks in Main Examination -

Max. Marks - 70

COURSE CONTENT

Segment I

International Financial Management. Genesis of International flow of funds. Developments in International Monetary System. Exchange Rate Mechanism, Spot and forward Exchange Rates.

Segment II

Emergence of multinational financial management. Balance of Payment Risk. Political & Country Risk. Euro Currency & Domestic Interest rates. Quotations & market rules.

Segment III

Analysis of International Capital Budgeting. Cost of Capital of a foreign Investment. Forex Risk Management. Forex Market. Measuring & managing Foreign Exchange Risk.

Suggested Readings:

- 1. Avdhani V.A. : International Financial Management, Himalaya Publishing House.**
- 2. Sharan Vyuptakesh : International Financial Management, Prentice Hall of India**
- 3. Khan & Jain: Financial Management, Tata McGraw Hill.**
- 4. Shapiro A.C. : Financial Management VII, Prentice Hall of India**
- 5. Buckley Adrian: Multinational Finance, Prentice Hall of India**

M-406B FINANCE FOR STRATEGIC DECISIONS

Objective: The objective of the course is to make student aware of the strategic decision s to be undertake to familiarize with finance function, multinational financial management and corporate financial models

Division of Marks in Internal Assessment –

Max. Marks – 30

Sessional – 20

Class Participation – 10

Division of Marks in Main Examination -

Max. Marks - 70

COURSE CONTENT

Segment I

Financial system, Multinational financial management. Valuation of strategic options – Acquisition pricing and planning strategy, Diversification & merger.

Segment II

Strategic Decisions regarding Factoring, Leasing & Venture Capital. Balance sheet, Income statement & Cash Flow Statement. & Funds Flow Statement.

Segment III

Corporate financial models, Analysis of Enterprise- concept of valuation , EVA & MVA. Value planning & valuation concept. Value of Firm

Suggested Readings:

- 1. Machiraju H. R. : Indian Financial System, Vikas Publications Pvt. Ltd.**
- 2. Varshney. Mittal : Indian Financial System, Sultan Chand and Sons.**
- 3. Bhalla V. K.: Management of Financial Services, Anmol Publications Pvt. Ltd.**
- 4. Chandra Prasanna : Financial Management, Tata McGraw Hill.**
- 5. McMenamin JIM : Financial Management, Oxford University Press.**

Specialisation Group C (Human Resource Management)

M-404c ORGANIZATIONAL CHANGE & DEVELOPMENT

Objectives: The purpose of this course is to learn to plan and implement change at the individual, group

and organizational level. The course is designed to help the students develop as potential change agents and OD professionals. After completing this course students should be able to understand the theory and practice relating to the process of organization development and change, develop insight and competence in diagnostic and intervention processes and skills for initiating and facilitating change in organizations, gain necessary self-insight, skills and techniques to become effective change agents and internal OD consultants.

Division of Marks in Internal Assessment –

Max. Marks – 30

Sessional – 20

Class Participation – 10

Division of Marks in Main Examination -

Max. Marks - 70

SEGMENT-I

Organizational development: definition, characteristics and underlying assumptions and values of OD, assumptions about people, Organizational diagnosis- tools and techniques: questionnaire, interview, workshops and task forces. nature of OD interventions: comprehensive intervention, confrontation meeting, survey feedback, grid OD.

SEGMENT-II

Structural intervention- Job design, quality circles, socio technical systems, MBO & appraisal parallel learning organizations, Team interventions-Role negotiation techniques. Characteristics of high performance teams, self managed teams, work culture & ethics, quality of work life, developing and managing self-personal effectiveness.

SEGMENT-III

Change in organization- understanding change, factors influencing change, force field analysis, managing resistance to change, developing change agents, analyzing and organizing work- need, approaches, problems associated with work organizations.

REFERENCES-

- 1) **Singh Kavita: Organization change & development**, excel book.
- 2) **French .L. Wondell & Bill Jr.H.Cencil: Organizational development**, Prentice hall.

- 3) **Rao VSP: Human resource management**, excel.
- 4) **Pareek Udai: Understanding organizational behaviour**, oxford.
- 5) **Aswathappa.K: Human resource management**, Tata mcgraw hill.
- 6) **Robins.P.Stephen: Organizational behaviour**, prentice hall.
- 7) **Bhatiya.S.K: Management of change & organization development**, Deep & Deep pub.

M-405c COMPENSATION SYSTEMS ADMINISTRATION

Objectives : The course is designed to develop a better understanding of compensation management issues in corporate sector and also to impart skills in formulation of compensation packages.

Division of Marks in Internal Assessment –

Max. Marks – 30

Sessional – 20

Class Participation – 10

Division of Marks in Main Examination -

Max. Marks - 70

SEGMENT-I

Compensation- Role, economic and behavioral issues, wage concepts, wage theories, national wage policy, wage boards and pay commissions, corporate considerations in compensations.

SEGMENT-II

Compensation management, compensation decisions, external, internal & employee equities, job evaluation- purpose methods, components- basic salary, DA, fringe benefits, bonus, incentives, performance linked reward system, profit sharing and stock options, VRS.

SEGMENT-III

Legislation concerning wages(main features)- payment of wages act,1936, minimum wages act,1948, payment of bonus act,1965, recent trends in compensation, workmen's compensation act, 1923.

REFERENCES-

- 1) **Subrahmaniam K.N: Wages in India**, TMH
- 2) **Rao VSP: Human resource management** . excel books.
- 3) **Sharma A.M: Understanding wage systems**, Himalya pub.
- 4) **Gupta N.K, Vendat S.S, Suri G.K: Rethinking incentives**, excel books.

M-406c INDUSTRIAL AND LABOUR LEGISLATION IN INDIA

Objective: The course is design to understand basic concepts behind legislation relating to labour issues.

Division of Marks in Internal Assessment –

Max. Marks – 30

Sessional – 20

Class Participation – 10

Division of Marks in Main Examination -

Max. Marks - 70

Segment-I

Wages and Bonus:

- 1) Payment of Wages Act, 1936
- 2) Minimum Wages Act, 1948
- 3) Payment of Bonus Act, 1965

Segment-II

Social Security:

- 1) Workmen's Compensation Act, 1923
- 2) Employees Provident Fund Act, 1952
- 3) Maternity Benefit Act, 1961
- 4) Payment of Gratuity Act, 1972

Segment-III

Industrial Relations:

- 1) Trade Union Act, 1926
- 2) Industrial Disputes Act, 1947
- 3) Industrial Employment Act, 1946
- 4) Factories Act, 1948

References:

- 1) Shrivastava, Industrial Relations and Labour Laws, Vikas Publication House
- 2) Agarwal S.L., Labour Relation Laws in India.
- 3) Agarwal, Nair, Banerjee, Labour & Industrial Law, Pragati Prakashan.

Specialisation Group D (Information Technology)

M-404d DATA COMMUNICATION AND NETWORKING

Objectives: This course is intended to provide students a firm grounding in the concepts of data communications used by computer systems. This course concentrates on the theory of communications and provides students an opportunity to examine current data communication technologies. This course is designed to have students experience data communications within an applied context. Data communications has changed so dramatically, in the last few years, that students must use the breadth and depth approach when engaging in learning activities. At the end of this course, students will have participated in various discussions concerning key components, elements and aspect of data communications, as it relates to the computer industry at present time successfully completed a series of exercises, quizzes whereby they have applied knowledge of data communications to business-oriented case studies.

Division of Marks in Internal Assessment –

Max. Marks – 30

Sessional – 20

Class Participation – 10

Division of Marks in Main Examination -

Max. Marks - 70

Theory – 50

Practical – 20

COURSE CONTENT

Segment I

Data Communications- Introduction, protocols and standards, networks, standard organizations. Basic concepts- line configuration, topology, transmission modes, categories of networks (LAN, MAN, WAN) and internetworks.

Segment II

Signals- analog and digital, periodic and aperiodic. Encoding and modulation, digital to digital, digital to analog, analog to digital , analog to analog conversions.

Transmission media- twisted pair, coaxial cable, optical fibre cable etc.

LAN- project 802, Ethernet, token bus, token ring, switching techniques, circuit, packet and message switching.

Segment III

Networking devices- hubs, switches, repeaters, routers, bridges, gateways. OSI model, functions of each layer, TCP/IP protocol suite.

Error detection and correction- types of errors, VRC, LRC, CRC, checksum. Error correction: single bit error correction, hamming code, LZW compression method, aspects of network security and privacy.

Suggested Readings:

- 1) Stallings William, "Data and computer communications", Prentice hall, India (4th edition).
- 2) Tenenbaum A.S. , "Computer networks", Prentice hall, India (2nd edition).
- 3) Viswanathan T., "Telecommunication, switching systems and networks", Prentice hall, India.
- 4) William Brain K: "Using information technology: a practical introduction to computers and communication." Prentice hall, India.

M-405d E-COMMERCE

Objectives: This course focuses on understanding the strategic opportunities and threats of Electronic commerce, have insight into the viable electronic commerce business Models, to be familiar with the organizational capabilities necessary to implement electronic commerce, to have experience in analyzing the potential impacts and opportunities of electronic commerce in a firm or industry, to gain insight into the way electronic commerce influences business strategy and to change the basis for Competition, to studying different types of electronic commerce through case studies.

Division of Marks in Internal Assessment –

Max. Marks – 30

Sessional – 20

Class Participation – 10

Division of Marks in Main Examination -

Max. Marks - 70

Theory – 50

Practical – 20

COURSE CONTENT

Segment I

Electronic commerce- Introduction, benefits of E-commerce, impact of E-commerce, classification of E-commerce, applications, architectural framework.

Electronic Data Interchange (EDI) - benefits of EDI, applications of EDI.

Segment II

E-commerce network infrastructure, LAN, Ethernet, WAN, domain name system.

E-commerce- Information distribution and messaging, FTP, E mail, WWW server, HTTP, web servers.

Segment III

Electronic payment system, online, prepaid, postpaid, securing the business on internet, protecting the network, firewalls. Internet advertising, Mobile commerce- introduction, framework and models, agents in e-commerce.

Suggested Readings:

- 1) **Kalabota Ravi : E-Commerce- A Managerial Guide**, Pearson Education.
- 2) **Bhaskar Bharat: E-Commerce- Framework, Technologies and Applications**, McGraw Hill.
- 3) **Elias.A.Awad: E-Commerce**, Prentice hall, India.
- 4) **Dewan Bhushan: E-Commerce**, S.Chand Publications Pvt Ltd.

M-406d OPERATING SYSTEM

Objective: The objective of this course is to make the students familiar with the terms and techniques of operating system. This course will help students to understand the various management techniques of the system, time allocation, memory management, disk management and process management with file system etc.

Division of Marks in Internal Assessment –

Max. Marks – 30

Sessional – 20

Class Participation – 10

Division of Marks in Main Examination -

Max. Marks - 70

Theory – 50

Practical – 20

COURSE CONTENT

Segment I

Operating system, mainframe system, multiprocessor system, real-time system etc. Process management- processes, scheduling, threads- overview, CPU scheduling, process synchronization, deadlock.

Segment II

Storage management- memory management, segmentation, virtual mamory, demand paging, swapping, paging. File system interface, allocation methods.

Segment III

Disk structure, disk scheduling, mutual exclusion, concurrency control, deadlock handling, and security. etc.

Suggested Readings:

- 1) **Silberschatz,galvin: “Operating system concepts”**, Wily student edition.

Specialisation Group E (International Business Management)

M-404e EXPORT IMPORT MANAGEMENT

Objective: The economic policies of a country, have under gone sea change and balance of payment and foreign exchange market are thoroughly changed. The course lay emphasis on these aspects along with export-Import related trade aspects.

Division of Marks in Internal Assessment –

Max. Marks – 30

Sessional – 20

Class Participation – 10

Division of Marks in Main Examination -

Max. Marks - 70

Segment -I

Introduction to International Marketing- International Marketing Environment, Preparing for international Marketing Strategies. WTO provisions on subsidies and countervailing duties, administration of countervailing duties, procedure for countervailing duties and emerging trends.

Segment -II

International Investment – types of foreign investments and its significance. Factors affecting international investments.

Export-Import Policy and Procedures-
export promotion schemes & Exim policy in depth
export –import procedures and documentation

Segment -III

Settlement of Disputes under WTO- Dispute settlement under WTO -rules, regulations and procedures relating to settlement of disputes under WTO.

International negotiations.

Regulations for international trade: Major laws governing India's Export –Import trade- Foreign trade development and regulation act, FERA, Pre shipment inspection quality control act, customs ac, international commercial practices.

Suggested Readings:

1. Francis Cherunilam: International Trade &Export Management. Himalaya Publishing House
2. Jain Acharya: Export import - Procedures and documentation. HPH
3. Carbaugh, Robert J: International Economics, Thompson, South- western
4. News papers, Magazines and journals.

M-405e INTELLECTUAL PROPERTY RIGHTS

Objective: The main objective is to enrich students with knowledge of intellectual property rights (IPR), the related protection systems, their significance and use of IPR as a tool for wealth and value creation in a knowledge-based economy.

Division of Marks in Internal Assessment –

Max. Marks – 30

Sessional – 20

Class Participation – 10

Division of Marks in Main Examination -

Max. Marks - 70

Segment –I

Introduction to Intellectual Property and the Indian Legal System. Indian Trademark Fundamentals, Management, Practice & Procedures. Copyright Fundamentals, Practice & Perspective.

Segment –II

Introduction to Patents, Key Concepts, Indian Patent Act & Practice. Geographical Indications. Designs Law & Practice.
Trade Secrets & Confidential information. Plant Varieties Law, Biodiversity Law & Traditional Knowledge

Segment –III

Economic Effects of Intellectual Property,

World Intellectual Property Organization, Criticism of intellectual property, Scams in intellectual property

Suggested Readings:

1. Pathak, Akhileshwar: legal aspects of Business, The Mcgraw Hill Companies.
2. Raju, Ram krishan,V Business Laws &Economic Legislations. HPH.
3. News papers, Magazines and journals.

M-406e INTERNATIONAL MARKETING

Objective: The course design will make the students to know about the international marketing jargons. They would understand the differences between distinguish international marketing mechanics and domestic marketing models and approaches. It would facilitate the students in designing an international marketing strategy and address themselves to the challenges of international business.

Division of Marks in Internal Assessment –

Max. Marks – 30

Sessional – 20

Class Participation – 10

Division of Marks in Main Examination -

Max. Marks - 70

Segment –I

An overview to International Business and Trade Theories, Introduction to International Business. Free trade v/s Protection,

International Business Environment-The Economic Environment, Social & cultural. Political Legal and Regulatory Environment, Competitive Advantage in Global Environment.

Segment –II

International Finance & Institutional Systems-Foreign Exchange. Balance of payments, Importing and Exporting. Trade Blocks, International Monetary Fund & World Bank, The Triad and the international business

Segment –III

International Marketing strategies- international market assessment, product strategies, promotion, pricing, place

Analyzing and targeting global market opportunities – Global customers, Global marketing Information systems and Research, segmentation targeting and positioning.

Suggested Readings:

1. Rugman, Alan M, Hodgets, Richard M: International Business, Pearson Education.
2. Keegan Warren, J: Global Marketing Management, Prentice hall Of India
3. Jain Subhash, C: International Marketing management, CBS publishers.
4. Cherunilam, Francis: International Marketing , HPH

Specialisation Group F (Production Management)

M-404f PRODUCTION PLANNING AND CONTROL

Objectives: To expose students to the basic aspects of Production Management. The course discuss the planning, organizing and controlling functions which are used on production shop floor of any manufacturing organization.

Division of Marks in Internal Assessment –

Max. Marks – 30

Sessional – 20

Class Participation – 10

Division of Marks in Main Examination -

Max. Marks - 70

COURSE CONTENT

Segment I

Introduction, Types of Production Systems, Functions of Production Planning and Production Control, Demand Forecasting – Purpose, Qualitative and Quantitative methods of Demand forecasting.

Segment II

Production Planning – Objectives, Steps in Production Planning- Routing, Sequencing of Jobs, Johnson Model, Capacity Planning models, Scheduling – Gantt Chart, PERT and CPM, Concept of floats and slacks, Crashing of Network.

Segment III

Production Control - Design of production control system, Dispatching, Expediting , Recording progress and follow up to improve future planning.

Suggested Readings

- 1. Chase, Jacobs, Aqualino, Agarwal, Operations Management, TATA McGraw Hill, New Delhi**
- 2. Adams Everett E. , Ebert Jr. Ronald J., Productions and Operations Management, Prentice Hall of India, New Delhi**
- 3. Bedi Kanishka , Production and Operations Management, Oxford**

M-405f TOTAL QUALITY MANAGEMENT

Objectives: To expose students to the basic aspects of Quality Management and the growing importance of quality in the competitive environment. TQM is a buzz word and all the companies whether manufacturing or Production Management.

Division of Marks in Internal Assessment –

Max. Marks – 30

Sessional – 20

Class Participation – 10

Division of Marks in Main Examination -

Max. Marks - 70

COURSE CONTENT

Segment I

Introduction, Quality – Definition, TQM framework, Gurus of TQM, Customer Satisfaction, Employee Involvement, Concept of KAIZEN and Continuous Improvement.

Segment II

Tools & Techniques – Benchmarking, Quality Management Systems ISO 9000 Series of Standards, Environmental Management System – ISO 14000 Series, Total Productive Maintenance.

Segment III

Statistical Quality Control - Control Charts for variables and attributes, O.C. Curve, Consumer Risk, Producer Risk, Sampling Plans.

Suggested Readings

- 1. Chase, Jacobs, Aqualino, Agarwal, Operations Management, TATA McGraw Hill, New Delhi**
- 2. Besterfield Dale H., Besterfield-Michna, Besterfield Glen H., Besterfield-Sacre Mary, Total Quality Management , Pearson Education.**
- 3. Juran & Gryna, Quality Planning & Analysis.**

M-406f MATERIALS MANAGEMENT

Objectives: To expose students to the basic management decision making situations in the organization of materials function and effective utilization of materials in an organization.

Division of Marks in Internal Assessment –

Max. Marks – 30

Sessional – 20

Class Participation – 10

Division of Marks in Main Examination -

Max. Marks - 70

COURSE CONTENT

Segment I

Nature and Scope of Materials Management, Make or Buy Decisions, Inventory Management, EOQ Models, Selective Inventory Control Techniques, Deterministic and Probabilistic inventory models.

Segment II

Spare Part Planning & Control, Waste and Scrap Disposal, Store Keeping : Receiving, Storing , Inspection, Issuing Inventory, Valuation, Stock taking, Standardization and Codification.

Segment III

Functions of Purchase Department, Purchase Procedure, Purchase Research, Vendor Analysis and Selection.

Suggested Readings

- 1. Dobler D.W., Lee, L. and Burt D.N., Purchasing and Materials Management, McGraw Hill.**
- 2. Westing J.H. , Fine I.F. and Zens G.J., Purchasing Management ,Wiley Eastern Ltd., New Delhi**
- 3. Menon, Store Management, Macmillan , New Delhi.**