

Course Plan For The Academic Year 2014-15 Odd Semester I, V & VII

(F.Y.B.Com SEM – I)

Principles of Management

Sr.No	Topic	Weightage	Sessions required
Unit 1	Introduction to management: Concept, functions, significance, managerial roles & skills Planning & decision making: Concept, planning process, components of plans, decision making process.	25%	11
Unit 3	Directing: Elements, principles & importance Motivation: Concept, importance, theories of motivation Leadership: Meaning & styles of leadership	25%	12
Unit 4	Communication: Concept, process, barriers, corrective measures Controlling: Concept, importance & process	25%	11
Total			34

(F.Y.B.B.A SEM – I)

Principles of Management

Sr. No	Topic	Weightage	Sessions required
Unit 1	Nature & scope of management: Meaning, significance, objectives, management as a	25%	11

	process, management as a profession, management V/S administration & levels of management		
Unit 2	Planning: Meaning, definition, nature of planning, importance of planning, planning premises, constraints in planning, planning process & types of plans	25%	11
Unit 4	Directing: Motivation: Meaning, importance, theories. Leadership: Meaning, importance, leadership styles, autocratic, participative & free rein styles. Communication: Meaning, importance, principles, barriers to effective communication Controlling: Importance of control system and process	25%	12

(F.Y.B.B.A ITM SEM – I)

Principles of Management

Sr. No	Topic	Weightage	Sessions required
Unit 1	Nature & scope of management: Meaning, significance, objectives, management as a process, management as a profession, management V/S administration & levels of management	25%	11
Unit 2	Planning: Meaning, definition, nature of planning, importance of planning, planning premises,	25%	11

	constraints in planning, planning process & types of plans		
Unit 4	Directing: Motivation: Meaning, importance, theories. Leadership: Meaning, importance, leadership styles, autocratic, participative & free rein styles. Communication: Meaning, importance, principles, barriers to effective communication Controlling: Importance of control system and process	25%	12

(T.Y.B.B. A SEM – V)

Social Entrepreneurship

Sr. No	Topic	Weightage	Sessions required
Unit 1	Fundamentals of social entrepreneurship: Concept of social entrepreneur & entrepreneurship, evolution, need, major functions, difference between social & commercial entrepreneurs, areas of social entrepreneurship	25%	11
Unit 2	Women entrepreneurship: Concept, functions, problems, development of women entrepreneurship in India & role of women associations	25%	11
Unit 4	Trends in social entrepreneurship: Major challenges, major opportunities, role of government for growth of social entrepreneurship, contribution of successful social entrepreneurs of India and abroad	25%	12

(T.Y.B.B. A SEM – V)

Social Entrepreneurship

Sr. No	Topic	Weightage	Sessions required
Unit 1	Fundamentals of social entrepreneurship: Concept of social entrepreneur & entrepreneurship, evolution, need, major functions, difference between social & commercial entrepreneurs, areas of social entrepreneurship	25%	11
Unit 2	Women entrepreneurship: Concept, functions, problems, development of women entrepreneurship in India & role of women associations	25%	11
Unit 4	Trends in social entrepreneurship: Major challenges, major opportunities, role of government for growth of social entrepreneurship, contribution of successful social entrepreneurs of India and abroad	25%	12

(4th Y.B.B. A ITM SEM – VII)

Organisational Change

Sr. No	Topic	Weightage	Sessions required
Unit 1	Organisational effectiveness: Concept, approaches to measure effectiveness, goal approach, behavioral approach, system resource , strategic constituencies approach, maximization or optimization of effectiveness, managerial effectiveness, factors in organisation effectiveness	25%	11
Unit 2	Change Management & Strategic Planning: Meaning of org. change, chain effect of change, Response to change, change agents, role of change agents,	25%	11

	organisational growth & change, meaning of strategic planning & importance of strategic planning		
Unit 3	Work stress: Causes of stress, effects, stress management, individual coping strategies, organization coping strategies, counseling, stress management based on Indian philosophy	25%	12

(4th Y.B.B. A ITM SEM – VII)

Interpersonal Relationship

Sr. No	Topic	Weightage	Sessions required
Unit 1	Interpersonal Behaviour: Nature of interpersonal behavior, transactional analysis, levels of self awareness, ego status, life positions, transactions stroking, psychological games, benefits & uses of TA	25%	12
Unit 2	Counseling: Meaning, characteristics, need, functions, types, objectives, conditions of effective counseling & process of counseling	25%	11
Unit 4	Quality of Work Life: Concept, how to measure QWL?, dimensions, principles, techniques for improving QWL, work life balance	25%	11

FYBCOM SEM II

Principles of Human Resource Management

Objectives of the Subject:

- 1. The students will become aware about the principles of human resource management**
- 2. The students will understand the importance of human resource management practices in businesses**
- 3. The students will be able to make use of the practices of HRM in the real life**

Sr. No	Topic	Weightage	Sessions required
Unit 1	Human resource management: Meaning, objectives, functions, H R Policies- meaning & development, HR Planning- concept, process , job descriptions & specifications	25%	12
Unit 2	Recruitment, Selection & Employee Training: A. Recruitment: Meaning and sources B. Selection: Concept & Process Employee Training: Concept, Importance, and Techniques (on the job and off the job)	25%	11
Unit 4	Industrial Relation: Meaning, parties, importance Trade Union: Functions & problems Industrial disputes: Meaning, causes & preventive machinery Collective Bargaining: Meaning, types & process	25%	1
Total			34

(F.Y.B.B.A SEM – II)

Practices of Management

Objectives of the Subject:

1. The students will become aware about the practices of management
2. The students will understand the role and importance of marketing, finance, production & IT importance in businesses
3. The students will become aware of the practices of management in the real life

Sr. No	Topic	Weightage	Sessions required
Unit 1	Marketing: Concept of market, marketing & marketing management, marketing as a functions of business, role of marketing manager, introduction to product, price, promotion & physical distribution, information needed by marketing department	25%	12
Unit 2	Human Resource: Meaning, Objectives, Evolution, Philosophy, Functions & Scope of HRM and Organization of HR department	25%	11
Unit4	Production & Information Technology: Meaning, manufacturing and operations, brief idea of functions of production management. Meaning & importance of materials management-Information Technology: Role of IT department Functions of IT manager- Various IT application in different departments	25%	11
Total			34

(F.Y.B.B.A ITM SEM – II)

Practices of Management

Objectives of the Subject:

- 1. The students will become aware about the practices of management**
- 2. The students will understand the role and importance of marketing, finance, production & IT importance in businesses**
- 3. The students will become aware of the practices of management in the real life.**

Sr. No	Topic	Weightage	Sessions required
Unit 1	Marketing: Concept of market, marketing & marketing management, marketing as a functions of business, role of marketing manager, introduction to product, price, promotion & physical distribution, information needed by marketing department	25%	12
Unit 2	Human Resource: Meaning, Objectives, Evolution, Philosophy, Functions & Scope of HRM and Organization of HR department	25%	11
Unit2	Production & Information Technology: Meaning, manufacturing and operations, brief idea of functions of production management. Meaning & importance of materials management-Information Technology: Role of IT department Functions of IT manager- Various IT application in different departments	25%	11
Total			34

(T.Y.B.COM SEM – VI)

Social Entrepreneurship

Objectives of the Subject:

1. The students will know the problems faced by entrepreneurs in general and the women entrepreneurs in particular
2. The students will understand the role of women entrepreneurs in the business enterprises
3. The students will understand the contributions of government for the growth & development of women entrepreneurs
4. The students will understand the contributions of entrepreneurs in the economic development of the country

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Unit 2	Women entrepreneurship: Concept, functions, problems, development of women entrepreneurship in India & role of women associations	25%	12
Unit 4	Trends in social entrepreneurship: Major challenges, major opportunities, role of government for growth of social entrepreneurship, contribution of successful social entrepreneurs of India and abroad	25%	11
Total			34

(4th Y.B.B. A ITM SEM – VII)

Strategies For Change Management

Objectives of the Subject:

- 1. The students will know the components of organisational culture**
- 2. The students will come to know about the various interventions of organisational development**
- 3. The students will understand the importance of the study of international organisational behaviour and organisation design and forms of organisation structure**

Sr. No	Topic	Weightage	Sessions required
Unit 1	Organisational Culture: Concept, impact of org. culture, creating and maintaining org. culture, managing org. culture, spirituality and org. culture, characteristics of a spiritual org.	25%	11
Unit 3	Design and forms of organisational structure Concept, components, features of good org. structure, forms of org structure, line org structure, line and staff org structure, functional org structure, divisional org structure, project org structure, matrix org structure	25%	12
Unit 4	International Organisational Behaviour Growth of international business, Trends in international business, Cultural differences & similarities, Individual behaviour in global perspective, Interpersonal behavior in an International context, org characteristics in an international context	25%	11
Total			34

(4th Y.B.B.A ITM SEM – VII)

Group Processes and Behaviour

Objectives of the Subject:

- 1. The students will become aware about the working of power, authority & politics in the organization**
- 2. The students will come to know about the need for the sound Organisational climate**

Sr. No	Topic	Weightage	Sessions required
Unit 1	Power & Authority Power, types, concentration of power, politics, authority, sources of authority, limit of authority, status	25%	11
Total			11
