

St. Joseph's College of Commerce

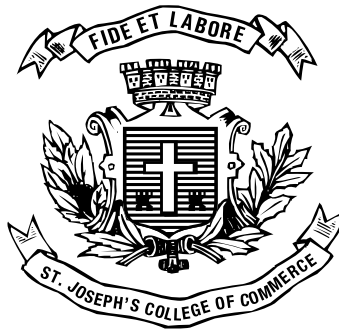
(Autonomous)

163, Brigade Road, Bangalore – 560 025

Accredited and Re-Accredited with 'A' Grade by the
National Assessment and Accreditation Council (NAAC)

Recognized by the UGC as

“COLLEGE WITH POTENTIAL FOR EXCELLENCE”



Bachelor of Business Administration

Semester III & IV

Syllabus w.e.f., 2015 – 2016

Academic year 2017 – 2018

St. Joseph's College of Commerce

(An Autonomous Institution affiliated to Bangalore University
Dedicated to Excellence with Relevance)

St. Joseph's College, Bangalore was established in 1882 by the French Missionary Fathers for the purpose of imparting higher education. In 1937, the management of the College was handed over to the Jesuits, a worldwide Religious order going by the name 'Society of Jesus'. The college and its sister institutions are now managed by the Bangalore Jesuit Educational Society (Regd). A department of Commerce was established in the College in 1949. In 1972, this department became an independent college by the name St. Joseph's College of Commerce.

Since its inception as an independent institution, the College has shown growth and progress in academics, co-curricular and extra - curricular activities. Besides, there has been a constant effort made by the College to acquire excellence in every aspect of good education. Currently it stands re-accredited to the National Assessment and Accreditation Council (NAAC) with an 'A' grade. In February 2010, the College was recognized by the UGC as a "College with Potential for Excellence".

The College aims at the integral formation of its students, helping them to become men and women for others. Though it is a Christian minority institution, the college has been imparting liberal education to the students of all denominations without any discrimination. St. Joseph's College of Commerce is affiliated to Bangalore University and became autonomous in September 2005. The motto of the college is 'Fide et Labore' or 'Faith and Toil' and the college attempts to inculcate the motto in every student through its various courses and programmes.

The College is committed to providing quality education to its students. It offers Bachelor of Commerce and Bachelor of Business Administration, three year Under Graduate Degree programmes, and Master of Commerce, a two year Post Graduate programme.

Highly qualified staff members, excellent infrastructure of the college like spacious classrooms, a good library and computer lab facilities helps to promote academic excellence.

THE DEPARTMENT OF BUSINESS ADMINISTRATION:

With the world of business constantly changing and a strong base created for technology in the country, it is of utmost importance to augment management talent and resources at all levels. Strategies and goals of any educational institution has to be constantly redefined to keep in pace with the external environment. All this, led to the birth of the BBA Department of St. Joseph's College of Commerce in the year 2004 - 2005. Within a short period of time, the department has emerged as a promising institute in the field of management studies at the undergraduate level. This department aims at motivating students to take up higher studies in management, so that they may blossom into effective entrepreneurs who would not be afraid of taking risk, or teachers and researchers who would contribute positively towards the betterment of the society or to take up consultation to help business units leverage on management knowledge.

OBJECTIVES OF THE BBA PROGRAMME:

1. To impart knowledge to students in functional areas of business so that they may pursue careers in management and excel in different fields of management.
2. To incorporate extensively - along with theoretical knowledge sharing - various skills (viz., Presentations, rapid reading, geo political awareness, time management) needed for managerial effectiveness
3. To promote knowledge through research - both applied and conceptual relevant to management
4. To enhance the decision - making skills and administrative competence of students
5. To motivate students to apply management techniques to new and innovative areas of management

I. ELIGIBILITY FOR ADMISSION:

Candidates who have completed the Two year Pre – University course of Karnataka State or its equivalent are eligible for admission into this Programme.

II. DURATION OF THE COURSE:

The course of study is 3 years of Six Semesters. A candidate shall complete his/her degree within five (5) academic years from the date of his/her admission to the first semester.

III. MEDIUM OF INSTRUCTION:

The medium of instruction shall be English.

IV. ATTENDANCE:

- a) A student shall be considered to have satisfied the requirement of attendance for the semester, if he/she has attended not less than 75% in aggregate of the number of working periods in each of the subjects compulsorily.
- b) A student who fails to complete the course in the manner stated above shall not be permitted to take the end semester examination.

V. PROGRAMME MATRIX:

Refer page no 7-8

VI. TEACHING AND EVALUATION:

M.Com/MBA/MFA/MBS/MTA graduates with B.Com, B.B.A & B.B.S as basic degree from a recognized university are only eligible to teach and to evaluate the subjects including part – B subjects of I and II semesters (except languages, compulsory additional subjects and core Information Technology related subjects) mentioned in this regulation. Languages and additional subjects shall be taught by the graduates as recognized by the respective board of studies.

VII. EVALUATION SYSTEM:

Evaluation for UG course consists of two components, viz. Continuous Internal Assessment (CIA) and End Semester Examination (ESE) with the weightage of 30% and 70% respectively.

Continuous Internal Assessment (CIA) includes a centrally organized MID TERM TEST for 20 marks and other exercises administered by the teacher such as Unit test/Online test / Snap test /Surprise test /Quiz /Assignment /Presentation / Project /Research article /Seminar etc for an aggregate of 10 marks. Each teaching faculty is required to maintain a record of the Continuous Internal Assessment.

The End Semester Examination will be conducted at the end of each semester. The duration and maximum marks for the End Semester Examination is 3 hours and for 70 marks.

VIII. MINIMUM FOR A PASS:

A UG student has to get a minimum of 40% marks in the ESE and 40% aggregate in CIA & ESE for a passing each subject. The minimum SGPA to qualify for the B.B.A degree is 4.00 and a pass in all subjects.

IX. CLASSIFICATION OF SUCCESSFUL CANDIDATES:

Grading System For Choice Based Credit System (CBCS) - The College adopts a ten point grading system. The modalities and the operational details are as follows.

1. Credits - Credits are assigned to subjects based on the following broad classification

Subject category	Instruction Hrs/week	Credits
Languages	3hrs	2
Major Core	4hrs	3
Major Optional	4hrs	4
Allied Required	4hrs	3
Allied Optional	4hrs	3

2. Grade Points – The papers are marked in a conventional way for 100 marks. The marks obtained are converted to grade point according to the following table. If a student is absent for the paper the grade point assigned is 0.

% Marks	95-100	90-94	85-89	80-84	75-79	70-74	65-69	60-64	55-59	50-54	45-49	40-44	Below 40
Grade Points	10	9.5	9	8.5	8	7.5	7	6.5	6	5.5	5	4.5	0

3. The semester grade point average (SGPA)-is the sum of the product of the credits with the grade points scored in all subjects divided by the total credits of Part A and Part B in the semester.

$$SGPA = \frac{\sum \text{Credits} \times \text{Grade Points}}{\text{Total Credits}}$$

Minimum SGPA for a pass is 4.00. If a student has not passed in a subject or is absent then the SGPA is not assigned.

4. The cumulative grade point average (CGPA)-is the weighted average of all the subjects undergone by a student over all the six semesters of a programme.

$$CGPA = \frac{\sum \text{Total credits in the semester} \times SGPA}{\text{Total credits of the course}}$$

SGPA and CGPA will be rounded off to two decimal places. Interpretation of SGPA/CGPA/ Classification of final result for a UG course.

SGPA/ CGPA/ Subject Grade Point	Grade	Result/Class Description
9.00-10.00	O	Outstanding
8.00-8.99	A+	First Class Exemplary
7.00-7.99	A	First Class Distinction
6.00-6.99	B+	First Class
5.50-5.99	B	High Second Class
5.00-5.49	C	Second Class
4.00-4.99	P	Pass Class
Below 4	RA	To Re-Appear

X. PATTERN OF QUESTION PAPER:

Question Paper Pattern (ESE):

(3 Hours duration, Max. Marks: 70)

Section-A	Conceptual / Objective Questions	1 Mark × 10 Questions	10 Marks
Section-B	Analytical Questions	6 Marks × 3 Questions	18 Marks
Section-C	Essay Questions	15 Marks × 2 Questions	30 Marks
Section-D	Compulsory Question/ Case study	12 Marks × 1 Question	12 Marks
		Total	70 Marks

XI. REVALUATION, RETOTALING and IMPROVEMENT:

There is provision for Revaluation, Re-totaling and Improvement within two weeks of the publication of the results.

Revaluation and Re-Totaling: There is a provision for Revaluation and Re-Totaling of marks if the application is made within 2 weeks of the publication of results with the prescribed fee.

Provision for Improvement: A candidate, who desires to improve his/her End Semester Examination marks, has to first withdraw his/her original End Semester Examination marks. The student will be awarded whatever marks he/she obtains in the later appearance even if they are less than the marks awarded previously.

BBA COURSE - PROGRAMME MATRIX

Content	I	II	III	IV	V	VI	TOTAL
Part A: Languages							
English	3hr/2Cr	3hr/2Cr	-	-	-	-	
Language	3hr/2Cr	3hr/2Cr	-	-	-	-	
I	4 Cr	4 Cr	-	-	-	-	8
Part B: Core Subjects							
Content	I	II	III	IV	V	VI	TOTAL
Major core	<ul style="list-style-type: none"> ● Perspectives in Management ● Organizational Behaviour 	<ul style="list-style-type: none"> ● Business environment ● Marketing Management ● Fundamentals of Accounting 	<ul style="list-style-type: none"> ● Corporate Accounting ● Financial Management ● Human Resource Management ● Production and Operations Management 	<ul style="list-style-type: none"> ● Cost Accounting ● Business Law ● Entrepreneurship Development ● Project - Management 	<ul style="list-style-type: none"> ● Costing for Business Decisions ● Income Tax -I ● Quantitative Techniques 	<ul style="list-style-type: none"> ● Management Accounting ● Income Tax -II ● Business Ethics ● Strategic management 	
Allied Required	<ul style="list-style-type: none"> ● Micro -Economics ● Business Mathematics & Statistics 	<ul style="list-style-type: none"> ● Macro Economics 	<ul style="list-style-type: none"> ● Fundamentals & Applications of E-commerce 	<ul style="list-style-type: none"> ● Research methodology 	-	-	
Major Optional	NA	NA	NA	NA	<ul style="list-style-type: none"> ● Elective Paper-1 ● Elective Paper-2 	<ul style="list-style-type: none"> ● Elective Paper-3 ● Elective Paper-4 	
Allied Optional	NA	NA	# 4hr/3Cr (as per list given below)	# 4hr/3Cr (as per list given below)	-	-	
Skill based Major					Elective Skill based paper		
II	12 Cr	12 Cr	18 Cr	18 Cr	21 Cr	20Cr	101
Part C: Foundation, skill development, interdisciplinary & Sports							
HRD	1 Cr	1 Cr	-	-	-	-	
IC	-	2 Cr	-	-	-	-	
EVS	-	-	-	2 Cr	-	-	
Internship	-	-	-	-	-	1 Cr	
Certificate & Sports Program	-	2 Cr Certificate course	1Cr Excel	1Cr Advanced Excel	-	-	
III	1 Cr	5 Cr	1 Cr	3 Cr	-	1 Cr	11
Part: D Extension and extracurricular activities							
Extension & Extra Curricular	-	1 Cr	-	-	-	1 Cr	
IV	-	1 Cr	-	-	-	1 Cr	02
Total	17 Cr	22 Cr	19 Cr	21 Cr	21 Cr	22 Cr	122

COURSE STRUCTURE
SEMESTER SCHEME OF EXAMINATION CORE SUBJECTS
SEMESTER III

Subject Code	Title of the Paper	Lecture Hrs per week	Marks		Total Marks	Credits
			CIA	ESE		
M115MC301	Corporate Accounting	4	30	70	100	03
M115MC302	Financial Management	4	30	70	100	03
M115MC303	Human Resource Management	4	30	70	100	03
M115MC304	Production and Operations Management	4	30	70	100	03
M115AR305	Fundamentals and Application of E-commerce	4	30	70	100	03
	** Allied Optional **	4	30	70	100	03
	Total	24	180	420	600	18

SEMESTER - IV

Subject Code	Title of the Paper	Lecture Hrs per week	Marks		Total Marks	Credits
			CIA	ESE		
M115MC401	Cost Accounting	4	30	70	100	03
M115MC402	Business Law	4	30	70	100	03
M115MC403	Entrepreneurship Development	4	30	70	100	03
M115MC404	Project Management	4	30	70	100	03
M115AR405	Research Methodology	4	30	70	100	03
	** Allied Optional **	4	30	70	100	03
	Total	24	180	420	600	18

CIA – Continuous Internal Assessment

ESE – End Semester Exam

FOUNDATION COURSES

Sem No	Subject Code	Title of the Paper	Lecture Hrs per week	Grade/ Credits
III	FSD 15 402	Excel	1	1
IV	FSD 15 401	Environment and Public Health	1	2
IV	FSD 15 501	Advanced Excel	1	1

SEMESTER - III

M1 15 MC 301: CORPORATE ACCOUNTING

Objective: To acquaint students with Accounting Standards and with the advanced concepts relating to a Corporate Entity.

Module 1 - Company Final Accounts **15 Hrs**

Meaning – Preparation of statement of profit and loss account, Balance sheet as per Schedule III of the Companies Act 2013 – Treatment of Special Items relating to Company Final Accounts – Depreciation – Interest on Debentures – Dividends – Interim – Proposed – Corporate dividend tax- Unclaimed Dividend – Debit balance in the Profit and loss account – Preliminary Expenses.

Module 2 - Amalgamation of Companies **12 Hrs**

Amalgamation in the nature of Merger, Amalgamation in the nature of Purchase – Calculation of Purchase Consideration - Journal Entries and Ledger Accounts in the Books of the Vendor Company - Incorporating Entries in the books of the New Company – Pooling of Interest Method and Purchase Method - Finding out Goodwill or Capital Reserve – Preparation of Balance Sheet as per Accounting Standards 14.

Module 3 - Absorption of Companies **7 Hrs**

Adopting AS-14 and other Relevant Accounting Standards- Calculation of Purchase Consideration –Treatment of expenses met by Purchasing Company-Assets and Liabilities not taken over- Journal Entries and Ledger Accounts in the Books of the Vendor Company - Incorporating Entries in the books of the New Company –Preparation of Balance Sheet as per Accounting Standards 14.

Module 4 - External Reconstruction **6 Hrs**

Introduction – Meaning of External Reconstruction- Journal entries in the books of the vendor company and the resulting company.

Accounting Entries (Simple Problems only)

Module 5 - Internal Reconstruction **10 Hrs**

Meaning – Objective – Procedure – Forms of Reduction – Reorganization through surrender of shares – Sub Division and consolidation of shares – Accounting Arrangement – Journal Entries – Balance Sheet after Reconstruction.

Module 6 - Liquidation **10 Hrs**

Meaning – Types of Liquidation- Liquidator Final Statement of Accounts- Calculation of Liquidator's Commission- Payment to un-secured creditors-Preferential Creditors, return of capital-Treatment of un-called capital.

Skill Development:

(These activities are only indicative, the Faculty member can innovate)

1. To study the various kinds of mergers and acquisitions that take place in the world of business.
2. To collect samples of liquidator's final statement of accounts.
3. To identify companies which have amalgamated as per merger method and purchase method.
4. To collect Balance sheets of various companies and calculate purchase consideration.

Books for Reference:

- ❖ *B. M. Lal Nigam & G. L. Sharma: Advanced Accountancy.*
- ❖ *Jain & Narang: Corporate Accounting.*
- ❖ *M. A. Arunachalam & K. S Raman: Advanced Accountancy.*
- ❖ *Maheshwari: Advanced Accountancy Vol.I&II.*
- ❖ *Rup Ram Gupta: Advanced Accountancy.*
- ❖ *S. N. Maheshwari: Corporate Accounting.*

SEMESTER - III
M1 15MC 302: FINANCIAL MANAGEMENT

Objective:

To acquaint the students with the basic financial functions of a firm and importance of various financial decisions.

Module 1 - Financial Management **5 Hrs**

Meaning - Nature and Scope of Financial Management - Goals of Financial Management -Concept of time value of money - Financial Decisions.

Module 2 – Financing Decision – Cost of Capital **10 Hrs**

Sources of Capital for a Company - Computation of Cost of Specific Sources of Capital –Cost of Equity –Preference – Debt - Cost of Retained Earnings - Weighted Average Cost of Capital – Marginal cost of Capital.

Module 3 - Financing Decision – Capital Structure **10 Hrs**

Meaning of Capital Structure – Trading on Equity- Capital Gearing - Optimum Capital Structure – Factors determining Capital Structure– Leverages – Operating leverage – Financial leverage and combined leverage – Problems.

Module 4 - Investment Decision **15 Hrs**

Capital Budgeting – Meaning – Significance – Capital Budgeting Process - Payback period – ARR – Net Present Value– IRR Method – Profitability Index - Concept of Capital Rationing.

Module 5 – Dividend Decision **8 Hrs**

Meaning – Types of Dividend policies – Factors influencing dividend policy – Forms of Dividends - Relevance and Irrelevance Theories of Dividend (concept only).

Module 6 - Working Capital Management Decision **12 Hrs**

Meaning – Introduction – Circulating Capital – Factors influencing working capital requirement – Types of working capital – Profitability/ Liquidity trade off - Cash management – Receivables Management and Inventory Management (Importance and Tools) – Simple Problems on estimation of working capital requirements.

Skill Development:

(These activities are only indicative, the Faculty member can innovate)

1. To collect and scrutinize share application forms of IPOs.
2. To calculate the EPS of various companies.
3. To determine the operating cycle for a manufacturing and non – manufacturing firm.
4. To visit banks and collect information regarding short term and medium term finance offered by them.
5. To track the dividend policies of some well known companies.

Books for Reference:

- ❖ *Ravi M. Kishore: Financial Management*
- ❖ *Dr. S. N. Maheswari & Dr. C B. Gupta: Financial Management*
- ❖ *Dr. Sathya Prasad & P. V. Kulkarni: Financial Management*
- ❖ *M. Pandey: Financial Management*
- ❖ *Prasanna Chandra: Financial Management & Practice*
- ❖ *Sharma & Gupta: Financial Management*

SEMESTER - III

M1 15 MC 303: HUMAN RESOURCE MANAGEMENT

Objective :

The objective of the course is to teach the basic principles of Human Resource Management—how an organization acquires, rewards, motivates, uses, and generally manages its people effectively.

Module - 1: Brief Introduction to Human Resource Management (HRM) 8 Hrs

HRM - Meaning, Importance, Objectives, Functions, Processes
Systems Approach to HRM - Structure of the HR department, Meaning and reasons for Attrition, Merits and De-merits of Attrition.

Module-2: HR Planning, Recruitment, Selection and Induction 14 Hrs

HRP: Objectives, Need and Benefits, Process of HRP, Challenges in HRP.

Recruitment: Definition, Objectives, factors affecting recruitment, sources and techniques, modern recruitment practices.

Selection: Meaning and definition, significance, selection procedures, recent trends in selection.

Placement: Meaning and definition.

Induction: Meaning, definition, process and importance.

Module 3 -Training & Development 10 Hrs

Meaning, Importance, Benefits, Need, Objectives.

Identification of Training Needs, Training Methods & Techniques, Evaluation of Training Programmes, Training Management Systems & Processes.

Module 4- Performance Appraisals and Career Management **10Hrs**

Performance Appraisal: Meaning, need, objectives, uses, process, methods (Traditional and Modern methods), essentials of a sound appraisal system, problems of performance appraisal.

Career Planning & Development: Definition, need and importance, career stages, process of career planning and development. Establishing a career development system – actions and pre-requisites.

Succession planning: Meaning and importance, Differences in HRP and Succession Planning.

Module 5- Compensation and Reward Management **8 Hrs**

Job Evaluation: Meaning, Importance and Techniques,

Compensation: Meaning, definition, concepts and objectives, Importance of an ideal compensation plan, recent trends in compensation management, Principles and methods of compensation fixation.

Rewards: Meaning and Importance, Types of Rewards – monetary and non-monetary rewards.

Module 6 - Human Resource Auditing **10 Hrs**

Need and Purpose, benefits, process, approaches to HR Audit, phases involved in HR Audit, Audit Reports – meaning.

Skill Development:

(These activities are only indicative, the Faculty member can innovate)

1. Chart out the methods of appraising employees of any (one) organization of your choice.
2. List out the HR policies of any one company.
3. Select any two companies of your choice and write its HR policies.

4. List out any 5 (five) welfare techniques for employees.
5. Draft the executive development plan of any company.
6. A study of different recruitment models in companies can be made.

Books for Reference:

- ❖ *C. B. Memoria: Personnel Management.*
- ❖ *David Bell: Personnel Management.*
- ❖ *David R Hampton: Modern Management issues and Ideas.*
- ❖ *Deepak Kumar Bhattacharya: Human Resource Management*
- ❖ *K. Aswathappa: Human Resource & Personnel Management.*
- ❖ *K. K. Aheja: Personnel Management.*
- ❖ *Michael Porter: HRM and Human Relations.*
- ❖ *T. N. Chhabra & K. K. Aheja: Managing People at Work.*
- ❖ *Amandeep Kaur, Punam Agarwal – Industrial Relations*
- ❖ *A. M. Sarma – Aspects of labour welfare and social security.*

SEMESTER - III
M1 15 MC 304: PRODUCTION AND
OPERATIONS MANAGEMENT

Objective:

Production/operations management deals with the integration of numerous activities and processes to produce products and services in a highly competitive global environment. At the end of the course students will have a fair understanding of the role Production Management plays in business processes. Emphasis is given both to familiarization of various production processes and service systems.

Module 1 - Introduction

8 Hrs

Meaning, Scope, & Functions- Historical development - Functions & responsibilities of a production manager- relationship of production with other functions & problems-Systems or types of Production.

Module 2 - Plant Location & Layout

10 Hrs

Factors affecting location, theory -plant layout principles-types of layout-advantages and disadvantages of plant layouts-techniques of plant layout, organization of physical facilities - Building, lighting, safety etc-protection measures and importance.

Module 3 - Materials Management

12 Hrs

Meaning, Objectives, Material Control -Types, concept of EOQ, systems and techniques, Purchasing - Objectives, Categories of purchasing needs, advantages and disadvantages of centralized and decentralized buying, selection of suppliers, purchasing policies, vendor rating techniques, Value analysis- value engineering, Stores layout system, material handling.

Module 4 - Production Planning & Control

16 Hrs

Production planning: Estimating, Routing, Scheduling & Loading
– Production Control: Dispatching, Follow up, Inspection & Evaluating & corrective action Quality Control.

Objectives, Statistical Quality Control (SQC), Statistical Process Control (SPC), Total Quality Management (TQM), Quality Control (QC), Six sigma- Meaning and significance, Lean Management.

Module 5 - Time & Motion Study

8 Hrs

Concepts of standard time, method study, work study, time & motion study, charts, diagrams, work measurements.

Module 6 - Maintenance Management & Waste Management

6 Hrs

Types of maintenance – merits & demerits, maintenance scheduling, procedure & tools, scrap & surplus disposal, Automation – meaning, considerations, advantages & forms of automation.

Skill Development:

(These activities are only indicative, the Faculty member can innovate)

1. Visit any factory and list out the physical facilities and protection measures taken for employees.
2. List out the functions of materials management in an organization.
3. Visit a company and draw a chart on plant layout.
4. Describe the functions of quality circles in an industry.
5. Visit any industry and list out the various waste management methods used.
6. Draw a ISO specification chart.

Books for Reference:

- ❖ *Wiley Eastern Ltd Buffa, Modern Production and Operations Management.*
- ❖ *Richard D. Irwin Inc Brown, Production Management.*
- ❖ *K.N Sontakki, Kalyani Publishers, Production and Operations Management*
- ❖ *C.S.V Murthy, Production and Operations Management, Himalaya Publishers*
- ❖ *K. Aswathappa, G. Sudarsana Reddy, M Krishna Reddy, Production and Operations Management, Himalaya Publishers.*

SEMESTER -III
M1 15 AR 305: FUNDAMENTALS AND
APPLICATIONS OF E-COMMERCE

Objective:

To understand the electronic consumer; ecommerce revolution and the role of internet. To familiarize them with current challenges and issues in e-commerce and also to get an insight about the potential of Indian industries to compete in the world market

Module 1 - Overview of Electronic Commerce 12 Hrs

Introduction, Main activities of ecommerce, Broad goals of ecommerce, Prospects for ecommerce, Pre-requisites for ecommerce, ecommerce applications, Types of electronic commerce-Business-to-Business(B2B),Business-to-Consumer (B2C), Business -to-Government(B2G),Consumer-to-Consumer (C2C), Advantages of ecommerce(Benefits to Organization, Benefits to society) Limitations of ecommerce (Non-technical limitations, Technical limitations), Value chains in electronic commerce.

Module 2 - Electronic Commerce for service Industries 10 Hrs

Information Technology services-Broker based services, Travel and tourism services, Employment Placement and the job market, Real Estate, Trading stocks online, Online Publishing, Marketing and Manufacturing industries ,e-agriculture in India.

Module 3- Electronic Commerce and Retailing 8 Hrs

E-commerce and retail industry, vision of online retailing in ecommerce, today's E-tailing environment, ecommerce and marketing, Incentives for engaging in ecommerce, driving forces behind ecommerce, ecommerce and economic efficiency, impact of ecommerce on business.

Module 4 - E-commerce and customization 15 Hrs

Global Markets- Understanding the structure of virtual Enterprises-work flow Automation and coordination, customization and internal commerce-customization of services.

Order selection and prioritization: Order scheduling, fulfilling and delivery, Order billing and payment management; Post sales services.

Excel: Data Subtotal, Data Consolidation, Data Validation, Pivot Table and Pivot Charts, V-Lookup, H-lookup, Match, Index, VI-Reporting sample w.r.t to usage of bar chart ,pie chart, Basic Text Functions-Proper, Upper, Lower, Trim, Len, Ceiling, Cell, Combin, Left Concatenate Function and & Function-Merging Cells with Formulas, Conversion of Text into Columns, **Tally:** Gateway to Tally, Groups, Ledgers, Vouchers, Reporting.

Recent Trends in Ecommerce-Big Data Analytics, Cloud Computing, MCommerce, S-Commerce, O2O Ecommerce.

Module 5 - Ecommerce Supply Chain Management 7 Hrs

Integrated Logistics and Distribution, Integrated Marketing and Distribution-Efficient customer response-Agile Manufacturing. Product and service digitization; Remote servicing procurement.

Module 6 - Electronic Data Interchange (EDI) in E-commerce 8 Hrs

Using Public and private computer networks for B2B trading; EDI and paperless trading; Characteristic features of EDI service arrangement; Internet based EDI; EDI architecture and standards; VANS; Costs of EDI infrastructure; Reasons for slow acceptability of EDI for trading.

Skill Development:

(These activities are only indicative, the Faculty member can innovate)

1. Familiarize themselves with the security and ethical challenges of ecommerce websites.
2. Analyze ecommerce websites design, technology used, and security and user friendliness.
3. List down the challenges faced to start an ecommerce venture.
4. Identify any four popular B2C websites and examine their user friendliness and various marketing strategies adopted.

5. Conduct a survey to understand the customer's preferences while online shopping.
6. Introduction to concepts of Excel and Tally to the students basically to enhance their abilities to take on corporate world.

Books for Reference:

- ❖ *Kalakota & Whinston Person Education Inc- Frontiers of Electronic Commerce.*
- ❖ *E-commerce: CSV Murty: Himalaya Publishing House Pvt.Ltd.*
- ❖ *Efrain Turban, Jae Lee, David King- Electronic Commerce A managerial Perspective.*
- ❖ *H.Michael Chung: Pearson Education, Inc .andDorling Kindersley Publishing Inc.*
- ❖ *NidhiDhawan E-Commerce Concepts and Applications: International Book House Pvt. Ltd.*

SEMESTER -IV
M1 15 MC 401: COST ACCOUNTING

Objective:

To familiarize the students with the basic cost concepts required for effective decision making in firms.

Module - 1: Basic Concepts **8 Hrs**

Meaning - Cost accounting - Cost accountancy - Costing - Cost Accounting and Management - Objectives of Cost Accounting - Cost Accounting Vs Financial Accounting - Cost Accounting Vs Management Accounting - Advantages of Cost Accounting - Methods of Costing - Techniques (Types) of Costing - Difficulties in installation of a Costing System - Arguments against Cost Accounting - Cost Centers - Cost Units - Cost Accounting Departments.

Module - 2: Cost, Concepts and Classification **10 Hrs**

Cost - Expenses - Losses - Classification of Costs - Natural Classification of Costs - Cost Behaviour (in Relation to changes in output or activity or Volume - Degree of Traceability to the Product - Association with the Product - Functional Classification of Costs - Costs of Control other Costs - Cost Statement or Cost Sheet - Tender and Quotation-Job Cost Sheet.

Module - 3: Material Control and Material Costing **10 Hrs**

Materials - Concepts and objectives of Material Control - Organization for Material Control - Purchasing and Receiving Procedure - Some issues in Materials Procurement - Stores Organization.

Costing Material Received - Costing material issues (FIFO, LIFO, simple and weighted average method only).

Module – 4: Labour Costs: Accounting and Control **10 Hrs**

Introduction – Direct Labour and Indirect Labour – Organization for Labour Control – Wage Systems – Incentives Wage Plans – Labour Turnover – Treatment of Labour Cost Related Items – Methods of Remunerating Labour – Time and Piece Rate System – Halsey and Rowan Premium Systems - Taylor and Merricks differential piece rate system.

Module – 5: Overheads Distribution **12 Hrs**

Concept – Classification of Overheads – Factory Overhead – Fixed, Semi – Variable and Variable – Factory Overheads – Accounting and Distribution – Collection and Codification of Factory Overheads – Allocation and apportionment of factory overheads – Apportionment of service departments - Overheads to producing departments (Repeated and Simultaneous Equation Method) – Absorption of Factory Overhead (Machine Hour Rate).

Module – 6: Reconciliation of Cost and Financial Accounts

10 Hrs

Need for reconciliation- Reasons for difference in Profits - Method or procedure of Reconciliation- Problems on Reconciliation of cost and financial accounts.

Skill Development:

(These activities are only indicative, the Faculty member can innovate)

1. List methods of costing adopted by industries located in the region.
2. List materials consumed in any two organizations of your choice.
3. Draw a specimen of a bin-card.
4. Draw a specimen of stores ledger.
5. List out the various expenses of two companies and prepare the cost sheet.

Books for Reference:

- ❖ *Colin Drury: Management and Cost Accounting*
- ❖ *Dr. S. N. Maheshwari: Cost Accounting.*
- ❖ *JawaharLal: Cost Accounting.*
- ❖ *M. N. Arora: Cost Accounting.*
- ❖ *Nigam: Theory and Techniques of Cost Accounting.*
- ❖ *Ravi M Kishore: Cost Management.*
- ❖ *S. P. Jain & K. L. Narang: Cost and Management Accounting.*

SEMESTER - IV
M115MC402: BUSINESS LAW

Objective:

To familiarize the student with Business Laws and its interpretation.

Module 1 – Jurisprudence and Introduction to Law 4 Hrs

Introduction to Law – Classification of Law – Hierarchy of Courts
–Brief of Procedures in Courts. Meaning and Scope of Business Law
– Sources of Indian Business law.

Module 2- Indian Contract Act of 1872 18 Hrs

Definition – Types of Contracts – Essentials – Offer – Acceptance and consideration – Capacity of parties – Free consent (meaning only) – Legality of object and consideration – Various modes of discharge of a contract – Remedies for breach of contract.

Module 3- Consumer Protection Act 1986 8 hrs

Background – Definitions of 1) Consumer 2) Consumer Dispute 3) Complaint 4) Deficiency 5) Service – Consumer Protection Council – Consumer redressal agencies – District Forum – State Commission and National Commission.

Module 4 - Intellectual Property Legislations 8 Hrs

Meaning and scope of intellectual properties –

Patent Act of 1970 : Background – Objects – Definition – Inventions – Patentee – True and first inventor – Procedure for grant of process and product patents – Rights to patentee – Infringement – Remedies.

Copyrights – Meaning – Registration and Terms of Copyright – Meaning of Fair use –Infringement and remedies

Trade Mark – Functions – types of trademarks.

Module 5 –Limited Liability Partnership 4 Hrs

Features, differences between partnership and LLP, designated partners, procedure to convert LLP to private company. Winding up and dissolution of LLP.

Module 6 - Company Act 2013

18 Hrs

Definition - Characteristics and kinds of companies, Steps in formation of a company.

Documents to commence business - Memorandum of Association, Articles of Association and Prospectus.

Directors - Appointment, Power, Duties and Liabilities of Directors.

Meetings and Resolutions - Types of meetings.

Winding up of a company - Modes of winding up of a company.

MCA 21

Skill Development:

(These activities are only indicative, the Faculty member can innovate)

1. Draft a 'rent agreement' incorporating all the essential features of a valid agreement.
2. Draft the Memorandum of Association of a company.
3. Case laws 'involving points of law of contracts'.
4. Draft a complaint against 'unfair trade practice' adapted by a businessman - to the consumer forum.
5. List out the latest cases of both High Court and Supreme Court on Environmental issues with both facts and judgements. [Atleast 2 cases]

Books for Reference:

- ❖ *Garg, Sareen, Sharma & Chawla: Business Law.*
- ❖ *K. Aswathappa & Ramachandra: Business Law, HPH, Mumbai.*
- ❖ *M. C. Kuchhal: Business Law.*
- ❖ *N. D. Kapoor: Business Law, Sultan Chand & Co.*
- ❖ *Nabhi: Business Law: Indian Law House, Mumbai.*
- ❖ *Tulsian: Business Law, Tata McGraw Hill, New Delhi.*
- ❖ *Taxmann: Company Law.*
- ❖ *A.K. Majumdar & G.K. Kapoor: Company Law and Practice.*

SEMESTER - IV
M1 15 MC 403:
ENTREPRENEURSHIP DEVELOPMENT

Objective:

This course gives an introduction to the basic concepts of enterprise building and equips the students with the skills and competency to create a successful enterprise. It also emphasizes the role and importance of business opportunity identification and assessment – business planning process and funding issues.

Module 1- Introduction to Entrepreneurship **8 Hrs**

Evolution of the concept of entrepreneur-Growth of entrepreneurship in India-Role of entrepreneurship in economic development. Types of entrepreneurs - Knowledge entrepreneur-Social entrepreneur-Women entrepreneur-Profile and problems -Recent trends and development-Entrepreneurial competencies.

Module 2-Establishment of an enterprise **14 Hrs**

Identification and selection of Business Opportunities-Procedures and Formalities for Starting up a venture -Location -Clearances and permits required -Formalities -Licensing and registration procedures -Types of start-up -Challenges and Pit-falls for a new Start up -Why new Ventures Fail? -Venture Development Stages.

Module 3- Ownership Structure and Legal Issues **7 hrs**

Ownership Structure: Sole proprietorship -Partnership -Joint venture -Corporations -Franchising. Challenges facing family owned businesses.

Legal Issues Concerning New Ventures: Patents -Copyrights - Trademarks and Bankruptcy.

Module 4 -Preparing the Business Plan (BP) **12 Hrs**

Meaning of Business model, types and purpose. Meaning and Importance of a BP-Scope and value of a BP-Preparing a BP-Format, presenting, writing and a BP-Financial Aspect-Marketing Aspect-

HR aspect-Social Aspect-Technical aspect-Evaluation by potential lenders and investors.

Module 5 - Assistance for Entrepreneurs and Global Opportunities **12 Hrs**

Sources of financial assistance- SFC's, SIDBI, KSIDC, KSSIC, IFCI.

Sources of non-financial assistance for entrepreneurs DIC, SISI, EDI, SIDO, AWAKE, TCO, KVIC-Financial incentives and Tax concessions.

International environment -methods of going International -Entering international marketplace -Types of documents required for Export oriented business.

Module 6 - Financial Aspects of an enterprise **7Hrs**

Financial Aspects: Sources of Capital -Personal fund -Debt v/s Equity -Bank Loan -Seed Capital -Venture Capital -Angel investing - Private Equity -Public Funding(case studies), Business Valuation (concepts only). Financial incentives for SSI's and tax concessions.

Skill Development:

(These activities are only indicative, the Faculty member can innovate)

1. Convert your business ideas by drafting a business plan and carefully evaluate the possible business opportunities.
2. Prepare a brief case study based on any successful local entrepreneur by analyzing the failures and success factors.
3. List out and analyze the profiles of any three new age Entrepreneurs.
4. Visit the DIC and make list of the various existing institutions supporting Entrepreneurs in Karnataka and analyze the facilities provided by them.
5. Arrange for a guest lecture by an entrepreneur of your choice.
6. Analyze the scope of Angel Investing and Venture Capital in India.

Book for Reference:

- ❖ *Colin Coulson Thomas: The Knowledge Entrepreneur, Kogan Page Publications.*
- ❖ *Donald F. Kuratko & Richard M. Hodgetts: Entrepreneurship Theory Process and Practice, Sixth Edition, Thomson South Western Publications.*
- ❖ *Dr. Sudhir Sharma, Balraj Singh and Sandeep Singhal: Entrepreneurship Development, Wisdom Publications, New Delhi.*
- ❖ *Government of India: Report of the Committee on Development of Small and Medium Entrepreneurs, 1975.*
- ❖ *Mark. J. Dollinger: Entrepreneurship, Strategies and Resources, Pearson Edition.*
- ❖ *P. C. Jain: Handbook for Entrepreneurs, Entrepreneurship Development of India, Oxford Publications.*
- ❖ *Robert D. Hisrich, Michael P. Peters & Dean A. Shepherd: Entrepreneurship, Sixth edition, Tata McGraw Hill Publications.*
- ❖ *S. S. Khanka: Entrepreneurship Development, S. Chand Publications.*
- ❖ *S. V. S. Sharma: Developing Entrepreneurship - Issues and Problems.*
- ❖ *Udai Pareek & T. V. Rao : Developing Entrepreneurship.*

SEMESTER - IV
M1 15 MC 404: PROJECT MANAGEMENT

Objective:

- To give students a holistic, integrative overview of Project Management, the Concepts, the Tools and Techniques.
- To understand the concept of project and steps in project management
- To enable the students to prepare business proposals and
- To enable the students to evaluate the Project feasibility

Module - 1: Nature & Content of Project Management 10 Hrs

Project – Classification – Importance of Project Management – An Integrated Approach – Project Portfolio Management System – The Need – Choosing the appropriate Project Management Structure: Organizational considerations and project considerations – steps in defining the project – Project Rollup – Process breakdown structure – Responsibility Matrices – External causes of delay and internal constraints.

**Module -2: Project Identification, Feasibility & Formulation
8 Hrs**

Project feasibility studies - Opportunity studies, General opportunity studies, specific opportunity studies, pre-feasibility studies, functional studies or support studies, feasibility study – components of project feasibility studies – Managing Project resources flow – project planning to project completion: Pre-investment phase, Investment Phase and operational phase – Project Life Cycle – Project constraints.

Module - 3 Project Evaluation 12 Hrs

Project Evaluation under certainty - Net Present Value (Problems - Case Study), Benefit Cost Ratio, Internal Rate of Return, Urgency, Payback Period, ARR – Project Evaluation under uncertainty – Methodology for project evaluation – Commercial vs. National Profitability – Social Cost Benefit Analysis, Commercial or National Profitability, social or national profitability.

Module - 4 Developing a Project Plan

12 Hrs

Developing a Project Plan - Developing the Project Network - Constructing a Project Network- PERT - CPM -(Problems) Crashing of Project Network (Concept only) - Resource Leveling and Resource Allocation - how to avoid cost and time overruns? - Steps in Project Appraisal Process - Project Control Process - Control Issues - Project Audits - the Project Audit Process - project closure - team, team member and project manager evaluations.

Module -5 Project Financing

8 Hrs

Project Financing-Financing of Projects - Financing of Infrastructure Projects - Venture Capital and Private Equity - Investment Banking

Module - 6 Project Management

10 Hrs

Managing versus leading a project - managing project stakeholders - social network building (Including management by wandering around) - qualities of an effective project manager - managing project teams - Five Stage Team Development Model - Situational factors affecting team development - project team pitfalls.

Skill Development:

(These activities are only indicative, the Faculty member can innovate)

1. Prepare a Project Life Cycle.
2. Prepare a Project Life Cycle Chart.
3. Project analysis - Identify a major project and conduct its feasibility study.
4. Download a free application software for project evaluation and monitoring on open source and conduct a basic project evaluation on the same.

Book for Reference:

- ❖ *Project Management - K. Nagarajan (New age international publishers)*
- ❖ *Project Management - Sharma, Kaur, Singh (Kalyani Publishers)*
- ❖ *Projects- Planning, analysis, selection, implementation and review - Prasanna Chandra (Tata McGraw Hill Publications)*

- ❖ *Project Management – ICFAI*
- ❖ *Project Management – Sontaki*
- ❖ *Project Management Jump start – Kim Heldman-Wiley Publications – 3rd Edition*
- ❖ *Project Management – Case studies – Harold R. Kerzner – Wiley publication*
- ❖ *Improving your project Management skills – Larry Richman – Amacom- 2011*
- ❖ *Arun Kanda, PROJECT MANAGEMENT, PHI, Delhi, 2011*
- ❖ *Panneerselvam&senthilkumar, PROJECT MANAGEMENT, PHI, Delhi, 2009*
- ❖ *Ramakrishna, ESSENTIALS OF PROJECT MANAGEMENT, PHI, Delhi, 2010*

SEMESTER - IV
M1 15 AR 405: RESEARCH METHODOLOGY

Objective:

To familiarize students with the concepts and techniques of business research. To help students to present the results of a research report. To enable students to take up research projects.

Module 1 - Introduction to Research **15 Hrs**

Meaning - Purpose and Scope of research - Steps in Research- Identifying research problem - concepts, constructs and theoretical framework - Types and Methods of research.

Review of Literature: Need – Sources to collect review - How to write review of literature? – Literature survey using Internet.

Module 2 - Sampling and Sampling Techniques **10 Hrs**

Introduction – Census Vs. Sampling - Characteristics of Good Sample - Advantages and Limitations of Sampling - Sampling Techniques or Methods (Probability and Non-Probability) - Sample Design - Sampling Frame - Criteria for Selecting Sampling Techniques.

Module 3 – Collection of Data **10 Hrs**

Data Meaning - Types of Data- Sources of Data -Primary Data - Secondary Data -Data Collection Instruments -Questionnaire - Interview Schedule Preparation Model- Pilot study.

Module 4 - Processing of Data **10 Hrs**

Processing of data: Editing, Coding, Classification of data-Tabulation of data.

Module 5 – Data Presentation and Analysis **10 Hrs**

Hypothesis Testing - Concept-Need - Characteristics of Hypothesis- Types of Hypothesis - Procedure for Hypothesis- Various Hypothesis Tests-T-Test, Z-Test, Chi-Square Test -ANOVA(Theory Only)- Introduction to SPSS.

Diagrams and Graphs: Utilities - Limitations – Types (using Excel Sheet)

Module 6 – Report Writing

5 Hrs

Report Writing- Introduction – Types – Format - principles of writing report – Documentation: Footnotes and Endnotes - Bibliography – Citation Model - APA Model -Guidelines for writing references.

Skill Development:

(These activities are only indicative, the Faculty member can innovate)

1. Choose an area of interest, review a minimum of 4 literature on the same and formulate a topic for prospective research.
2. Given a topic – collect data through primary and secondary sources.
3. For a given data, analyze data using various statistical tools.
4. For a given case study, prepare a research report in the required format.

Book for Reference:

- ❖ *S.P. Gupta Statistical Methods, Sultan Chand, Delhi.*
- ❖ *C. B. Gupta: Statistics, Himalaya Publications.*
- ❖ *C.R. Kothari Research Methodology.*
- ❖ *Chikkodi& B.G. Satya Prasad Business Statistics, Himalaya Publications,*
- ❖ *Dr. O.R. Krishnawsami and Dr. M. Ranganathan Methodology of Research in Social Sciences.*
- ❖ *Dr.Priti R. Majhi and Dr.Prafull K. Khatua.Business Research Methods.*
- ❖ *G.C Beri Marketing Research, Tata McGraw Hill Publishing Company.*
- ❖ *Gilbert A. Churchill, Dawn Iacobucci and D. Israel. Marketing Research: A South Asian Perspective. CENGAGE Learning, New Delhi.*
- ❖ *Israel, D. Data Analysis in Business Research: A Step-by-step Nonparametric Approach. Response Books: SAGE Publications, New Delhi.*
- ❖ *Uma Sekaran, Research Methods for Business, Wiley Publications.*

Online Sources

- a) www.google.com/scholar
- b) www.ssrn.com
- c) www.doaj.org
- d) www.ojs.oxfordjournals.org
- e) IIM Library Links
- f) Working Papers on various research projects

Allied Optionals 2017 – 2018

Sl. No	Subject Code	Title of the Paper	Lecture hrs per week	Credits	Marks
1.	UG17AO001	Accounting and Finance for Non Profit Organisations	4	3	100
2.	UG15AO002	Corporate Governance and Ethics*	4	3	100
3.	UG15AO003	Essentials of Public Relations	4	3	100
4.	UG15AO004	Event Management	4	3	100
5.	UG15AO005	Financial Markets and Services	4	3	100
6.	UG15AO006	Gender and Leadership	4	3	100
7.	UG17AO007	International Financial Reporting Standards	4	3	100
8.	UG15AO008	Mergers, Acquisitions and Restructuring	4	3	100
9.	UG15AO009	Operations Research*/**	4	3	100
10.	UG15AO010	Perspectives of Micro Finance	4	3	100
11.	UG15AO011	Production and Operation management*	4	3	100
12.	UG15AO012	Real Estate Management	4	3	100
13.	UG15AO013	Research Methodology*	4	3	100
14.	UG15AO014	Service Management	4	3	100
15.	UG15AO015	Strategic Brand Management	4	3	100
16.	UG15AO016	Travel Agency and Tour Operations**	4	3	100

** - NOT available for B.com TT students

*- NOT available for B.B.A students

UG 17 AO 001: ACCOUNTING AND FINANCE FOR NON PROFIT ORGANISATIONS

Objective:

To make the students understand how Non- profit organisations are setup, taxation regulations and to prepare financial statements for NPOs.

Module 1 - Introduction of Non Profit Organisations 4 Hrs

Meaning, Need for Non- profit organisations, Characteristic features, Advantages and Disadvantages of being Non- profit, Non- profit organisations Vs Commercial entities, Objectives for Accounting for Non Profit Organisations.

Module 2 - Establishment of NPOs 8 Hrs

Creation of Vision, Choice of Structure as Trust, Society, Company u/s Sec 8 of Companies Act 2013, Registration & Features, Defining the Organisation Structure, Creation of visibility, Raising funds, Different modes of raising funds, Liaison with donors.

Module 3 – Statutory and Legal compliances 12 Hrs

Obtaining TAN, PAN, Registration under Income Tax Act 1961- Sec12AA, Basic concepts - Assessment year-Sec 2(9), Previous year-Sec 2(34), Charitable purpose Sec2(15), Corpus Donations, Voluntary Donations, Anonymous Donations Sec 115BBC, Exemptions u/s 11, Conditions for availing exemptions u/s 11, Denial of Exemption Sec 13, Exemptions u/s 10, Deductions available to Donors & Approvals , Sec 80G deductions, Calculation of Income tax liability(simple problems), Filing of tax returns.

FCRA 2010 - Introduction, Key concepts- Association (Sec 2(1)(a)), Foreign Contribution (Sec 2(1)(h)), Foreign Source (Sec 2(1

) (j) , Person Sec 2(1)(m), Regulation of Foreign Contribution and registration for accepting foreign contribution under FCRA, 2010.

Companies Act Compliances for Sec 8 companies – Operational compliances, Annual Compliances, Statutory Records (In Brief).

Module 4 – Accounting for Non Profit Organisations 10 Hrs

Accounting framework for NGOs, Basis of accounting, Accounting Standards and their applicability to NGOs, Financial control, Books of accounts to be maintained, Fund accounting- Features, Types-General Fund, Current Restricted Fund, Endowment Fund, Fixed Asset Fund, Difference between Fund accounting and Non Fund accounting (simple problems under Fund accounting).

Module 5 –Preparation of Financial Statements 16 Hrs

Preparation of financial statements under guidelines issued by ICAI, Income and expenditure account, Receipts and payments account, Cash flow statement, Balance sheet (Non- Governmental NPOs).

Module 6 -Governmental Accounting 10 Hrs

Governmental accounting, Objectives for governmental accounting, Methods, Classification of Government Accounts – Consolidated Fund of India, Contingency Fund of India, Public Account of India (Concepts only).

Skill Development:

(These activities are only indicative, the Faculty member can innovate)

1. Analyse the various forms of Non-profit organisations (Trust, Societies, Sec 8 companies)
2. Collect the brochure of a non -profit and understand the structure and analyse the preparation of financial statements
3. Make a chart to give the differences between Governmental Non-profit and Non- governmental non-profit

Book for Reference:

- ❖ *A Practical approach to Taxation and Accounting of Charitable Trusts, NHOs and NPOs – CA N.Suresh – Wolters Kluwer*
- ❖ *Hand book for NGOs & NPOs – Sandeep Garg & Tarun Rohatgi – Taxmann's*
- ❖ *ICAI study material and Guidelines*
- ❖ *Swamys Introduction to Indian government Accounts and Audit by Muthuswamy and Brinda*

UG 15AO 002: CORPORATE GOVERNANCE AND ETHICS

Objective: Create awareness about the importance of ethics in personal, professional and business contexts. Learn the theories and models of ethics. Understand the meaning, scope and significance of corporate governance, its concepts, its evolution and practice, including risk management and control.

Module-1: Introduction to Ethics 8 Hrs

Meaning and scope - principles of personal ethics - principles of professional ethics - business ethics - code of conduct and ethics for managers - values and ethics - roots of unethical behaviour - need for business ethics - corporate governance ethics.

Module-2: Ethical Theories and Models 10 Hrs

Ethical relativism and absolutism - role of ethical theory in business - classification of ethical theories: 1) Consequentiality or Teleological theories - Utilitarianism - Egoism. 2) Non-consequentialist or Deontological theories - Kantian theories. 3) Other normative theories: stockholder, stakeholder, social contract, and trusteeship theories.

Module-3: Influences on Ethics 10 Hrs

Influences on ethics - individual influences and situational influences. Kohlberg's cognitive moral development model - Six different stages involved. Ethical models - Tucker's 5 question model and its practical applications in business. American Accounting Association model and its applications.

Module -4: Ethics and Religion/ CSR 12 Hrs

Contributions of major religions to ethical theory and practice - teachings of the Church - Indian ethical traditions (Gita and scriptures) - Business and Islam.

CSR - Corporate Social Responsibility - meaning and importance - ethics in marketing, Human Relations and Finance - understanding unethical practices in each functional area with practical examples

(like Satyam, Worldcom, Enron, Maggi noodles etc) – Accounting, banking, insurance and stock market frauds – insider trading, whistle blowing etc.

Module-5: Corporate Governance and Responsibility 10 Hrs

Meaning and scope – history – concepts involved – benefits of good corporate governance – global landmarks in emergence of corporate governance – World Bank's guidelines(basics only) – OECD principles (basics)- Sarbanes-Oxley Act 2002 (important clauses only) – evolution of corporate governance in India.

Module- 6: Corporate Governance and Risk management 10 Hrs

Agency relationships and theories – Director's roles and responsibilities – control of risk – internal controls and review – management control systems – audit and compliance – risk and risk management process – categories of risk – controlling risk – reducing risk.

Skill Development:

(These activities are only indicative, the Faculty member can innovate)

1. Students are expected to study any five CSR initiatives by Indian organizations and submit a report for the same.
2. A group assignment on “The relationship between Business houses and Society in Indian Context and relating the same with respect to the models studied.
3. Mini Project: Collect details of unethical practices by businesses in today's context in the areas of Production, Marketing, HRM, and Financial services and make a report.
4. Case studies/Role plays related ethical issues in business with respect to Indian context.

Book for Reference:

- ❖ Fernando. A.S, *Business Ethics, An Indian Perspective*, Pearson, 7th Ed,2012
- ❖ Manuel G. Velasquez, *Business Ethics, Concepts and Cases*, 5th Ed PHI, 2002

UG 15AO 003 : ESSENTIALS OF PUBLIC RELATIONS

Objective:

This paper introduces the basic aspects of Organizations and Institutions of Public Relations. In doing this course, the students are exposed to the basic concepts of Public Relations and can establish grip over the practice of Public Relations, contemporary concepts and techniques of Public Relations (PR).

Module 1- Introduction 10Hrs

Public Relations - Growth of the discipline - Definitions- Nature, Scope and importance of public relations - Distinction between publicity and public relations - Distinction between Public Relations and propaganda - advertising and salesmanship - Public Relations as network building.

Module 2 - PR from an Indian Perspective 10 Hrs

Public Relations and Indian environment – changes in socio-economic - political and cultural relations – Public Relations in government, non-government, commercial and non-commercial organisations.

Module 3–Pre-Departmental Approach 10 Hrs

Concept of public in public relations - target groups, communities, organizations - investors, suppliers and distributors, consumers, opinion leaders and special publics of different sectors. Public relations department in organizations – Public Relation Officer (P.R.O.) - role - responsibilities.

Module 4-Public relations department & Development 10Hrs

Press Information Bureau, film divisions, publication division. Public relations education and training - challenges and growth in Public Relations. Public Relations for agricultural development – rural development urban development. Public Relations in Corporate Bodies - Public Relations in Business and Marketing

Module 5- Tools in PR planning

10 Hrs

PR planning- press relations- industrial relations- consumer, community- government- company relations- PR and the management. Tools of public relations: press releases- newsletter-brochure, house journals-advertising, exhibitions

Module 6- Recent trends in PR

10 Hrs

Role of PR in developing countries, role of multimedia publicity; Rural PR. Trends- issues- contents - Environmental analysis and policy surveys, PR and Opinion research Government and Public Affairs Ethics and Professionalism- Corporate Social Responsibility -Social Media and PR- Social Marketing and PR.

Skill Development:

(These activities are only indicative, the Faculty member can innovate)

1. Organize a mock press conference for any recent corporate scam.
2. Attend and observe a Press Conference.
3. Role playing as a PRO for various companies.

Book for Reference:

- ❖ S. Ganesh, *Introduction to Public Relations, Indian Publishers Distributors, Delhi, 1999.*
- ❖ K.R. Balan, *Lectures on Applied Public Relations, Sultan Chand & Sons, New Delhi, 1985.*
- ❖ D.S. Metha, *Hand Book of Public Relations in India.*
- ❖ R.L. Health, *Hand Book of Public Relations, Sage Publications India Ltd., New Delhi.*
- ❖ K.R Balan, *Corporate Public Relations, Sterling Publishers Pvt Ltd, Delhi 1992.*
- ❖ H.F. Morre, *Public Relations: Principles, cases and problems, R.D. Inwin Inc. New York, 1981.*

UG 15AO 004 : EVENT MANAGEMENT

Objective:

1. To help students to develop skills to plan, organize, lead and evaluate events in general.
2. To train them to prepare themselves in organizing several events and meet the respective requirements accordingly.

Module 1 - Introduction to Events

15 hrs

What are Events?

Events defined, Event management, Event Marketing, 5 c's of events, Event designing.

Why Events? - Events as a marketing tool, The diverse marketing needs addressed by events, Brand Building, Focusing the Target market, Implementation of Marketing Plan, Marketing Research, Advantages offered by events.

Key elements of Events

Event Infrastructure - Core Concept, Core People, Core Talent, Core structure. Target Audience, Clients, Event organizers, Venue, Media.

Feasibility - Keys to success, The SWOT Analysis.

Module 2 – Event Marketing

20 hrs

Understanding the Event Market - Concept of market in Events, Segmentation and targeting of the market, positioning and the concept of event property.

Concept of Product in Events- Event Hierarchy, categories and variations of events and their characteristics (Conferences, Conventions, Trade Fairs, Expos, Product Launch, Entertainment shows, Sports Events).

Concept of pricing in Events - Risk Rating, Setting Pricing Objectives in tune with Marketing and business strategies, Assessment of Internal systems and overheads, checklist of pricing of events.

Concept of Promotion in Events - Networking Components, Print media, radio, television, The Internet, Outdoor Media, Direct Marketing, Public Relations, Merchandising, In-Venue publicity, Sponsorships.

Module 3 - Legal Compliance related to Events: 4 Hrs

Licensing, Certifications and the other Governmental Regulations.

Module 4 - Event Management 8 Hrs

Event Management -

Activities in Event Management - Pre event Activities, During Event Activities, Post Event Activities. Planning, Organizing, Staffing, Leading and Coordination, Controlling, Event Management Information System. Protocol, staging, operations and logistics, safety and security, crowd management.

Module 5 - Strategic Market Planning 8 Hrs

Setting Objectives, Development of the strategic Market plan, Environment Assessment, Competitive Assessment, Business Potential assessment, Problem Analysis, Opportunity and Resource Analysis.

Monitoring, Control and Evaluation of Events - Monitoring and control systems, Basic evaluation process, Measuring Performance, Correcting Deviations, Critical Evaluation Points.

Module 6- Careers in a Changing Environment 5 hrs

Event Managers - Roles & Responsibilities, Qualifications and Characteristics. Types of Event Managers.

Job Opportunities, Keeping Up - to - Date, Trends in Events - Current Events, Graduation and Diplomas in Event Management.

Skill Development:

(These activities are only indicative, the Faculty member can innovate)

1. Volunteering at an Event Management Company.
2. Conduct an event in your own class.
3. Conduct an event within campus.
4. Draft your unique Event Plan for a famous event that takes place in India.

Book for Reference:

- ❖ *Event Management – Lynn Van Der Wagen & Brenda R. Carlos.*
- ❖ *Event Marketing and Management – Sanjaya Singh Gaur and Sanjay V Saggere.*
- ❖ *Event Management: A Blooming Industry and an Eventful Career – Devesh Kishore, Gangasagar Singh – Haranand Publications.*
- ❖ *Event Management – Swaroop K. Goel – Adhyayaan Publisher.*
- ❖ *The complete guide to Successful Event Planning – Shannon Kilkenny.*

UG 15AO 005: FINANCIAL MARKETS AND SERVICES

Objective:

To familiarize the students with the financial markets and the fund based and non fund based services provided by commercial institutions.

Module - 1: Indian Financial System 30 Hrs

Meaning of Financial System - Evolution of Indian Financial System
- Sub-Systems of Financial System.

Financial Markets - Primary and Secondary - Stock Exchanges(BSE, OTCEI, NSE, NYSE, TSE, ASX, NASDAQ)- Listing of Securities- Stock Price Indices (Nifty, Sensex, CNX 500, BSE 100).

Financial Instruments - Capital Market, Money Market and Derivatives Market Instruments - Innovative Financial Instruments.

Financial Institutions - Overview of Financial Institutions - Regulatory Authorities - SEBI: Role and Functions in Regulating Financial Markets in India.

Financial Services - Merchant Banking Services-Scope - Fund Based and Non Fund Based Services.

Module 2: Venture Capital 6 Hrs

Concept-Features - Importance - Stages in Venture Capital Financing
-Indian Scenario.

Module 3: Discounting, Factoring and Forfeiting 6 Hrs

Meanings - Terms and Conditions - Types of Factoring - Factoring v/s Discounting -Export Factoring v/s Forfeiting.

Module 4: Mutual Funds**6 Hrs**

Meaning - Importance- Organization Structure - Specific terms: Corpus, Units, Schemes, Load, NAV, Benchmark - Classification of Funds - Mutual Funds in India.

Module - 5: Credit Rating**6 Hrs**

Meaning - Benefits - Agencies of Credit Rating: CRISIL, ICRA, CARE, S&P, Moody's - Types of Credit Rating - Steps in Credit Rating Process - Limitations.

Module - 6: Leasing**6 Hrs**

Mechanism of a Lease - Kinds of lease - Evaluation of a Lease - (concept only).

Skill Development:

(These activities are only indicative, the Faculty member can innovate)

1. To collect information regarding the various services offered by banks.
2. To track the changes in services offered by banks over the years.
3. To collect a sample tripartite lease agreement.
4. To collect complete details regarding companies funded by venture capitalists.
5. To study the role of derivatives in financial markets.
6. To visit a bank and collect information regarding the risk management tools offered by them with respect to derivatives.
7. To collect information on NASDAQ, Nifty, Sensex.
8. To submit a mock business proposal to venture capitalists.

Book for Reference:

- ❖ *M.Y. Khan: Financial Markets and Institutions.*
- ❖ *Gordon Natarajan: Financial Markets. Jain & Khan: Financial System.*
- ❖ *K. Seethapathi (Ed.): Financial Services, ICAI.*
- ❖ *Promod Mantravadi (Ed.): Financial Services, ICAI. Venkatesh T R : Indian Financial Market an Introduction.*
- ❖ *Choraria Ashish; Bhantia Bharat: Securities Law and regulation of Financial markets.*
- ❖ *Fabozzi Frank J; Modigliani Franco : Financial markets and institution Fundamentals.*
- ❖ *Financial Institutions and Markets LM Bhole.*
- ❖ *Financial services and markets Dr.S. Guruswamy.*

UG 15AO 006: GENDER AND LEADERSHIP

Objective:

1. Understanding the role of a leader and identifying with it.
2. Focusing on leadership philosophy, traits, skills and behaviour.
3. Enhancing leadership practices associated to contemporary organization.
4. Outlining the vision of career success and to maintain work life balance.
5. Envisioning Women, Transgender, and Transsexuals as agents of change.
6. Gaining practical skills to perform in Leadership capacities.

Module 1 - Leadership, Gender & Stereotypes

10 Hrs

Leadership principles and vision, defining the strengths and roles of a leader, outlining the concept of gender. Understanding the relationship of Gender and Leadership. Leadership Labyrinth - Gender, race and cultural dynamics in an organizational set up. Exploring leadership through the context of power, authority and advancement. The power dynamics of women and men at a work place; Gender Identity as a tool for evaluation of competence.

Module 2 - An Outlook on Gender in Leadership

10 Hrs

Psychological, biological and personality differences in men and women accounting to their position of leadership. Exploring gender theories, gender identity and related behaviour in the historical and contemporary context. Understanding the context of women and leadership in the historical background- in politics, business, media, literature, and cinema and in other setups. Analysis of policies and practices supporting gender equity. Interrogating the current status of women in leadership roles.

Module 3 - Issues and New Initiatives

10 Hrs

Challenges, barrier, constraints, and opportunities for women in leadership positions. Gendered inequities in organizations and

the treatment of men and women in a work place. Understanding of gendered differences in job categories, gendered differences in compensation and gendered differences in professional opportunities. Insight into the creation of large public place for transsexual and transgender. Avenues and Initiative for transgender leadership. Reflecting on the leadership tools to empower the discriminated and enriching the gender.

Module 4 - Gendered Identity at work **10 Hrs**

Defining the concept of gender and leadership in the Indian culture and society. Understanding gender and leadership role at workplace. Introspecting on the legal history of gender issues in organizations. Evaluating the dynamics of gender and leadership globally and in cross cultural frame of reference. Ways and means of navigating the challenges and limitation of gender identity in corporate, business and politics. Techniques to practice and spread the awareness of gender equity.

Module 5 - Surpassing the work / life dichotomies **10 Hrs**

Developing an understanding work/ life balance in Organization and in contemporary business issue. Definition of success and setting career goals. The moral and ethical dimension of leadership roles. Generational variance in leadership positions. Examining the causes, problems of work/life imbalance. Identifying strategies to establish a work/ life balance. Gender difference and work life balance issues. Organization's attitude to men and women at work. Steps taken in obliterating gender differences and creating a conducive work environment.

Module 6 - Personal philosophies and style in leadership **10 Hrs**

Developing yourself and others for leadership roles. Understanding the various kind of leadership roles and styles - authoritarian, laissez- fair, transactional, transformational and democratic. Sharing professional and personal experiences. Strategies to advance women to leadership positions. Men and Women in Corporate leadership- status and prospects. Distorting gender based roles and improving leadership performances.

Skill Development:

(These activities are only indicative, the Faculty member can innovate)

1. Identifying emerging trends in leadership.
2. Projects, assignments, case study, response papers, presentations - that explores strategies and leadership for change.
3. Interactive exercises, conducting interviews, field trips, documentary films, writing research papers guest speakers, and debates.
4. Developing Articulation Skills.

Book for Reference:

- ❖ *Hartman, M. S. (1999). Talking leadership: Conversations with powerful women. New Brunswick, NJ: Rutgers.*
- ❖ *Valian, V. (1999). Why So Slow? Boston, MA: MIT Press.*
- ❖ *Wilson, M. C. (2005). Closing the leadership gap.*
- ❖ *Chapter 1 ("Gender Schemas at Work") in Valian, V. (1999). Why So Slow?*
- ❖ *Chapter 1 in Northouse, P. G. (2007). Leadership theory and practice.*
- ❖ *Eagly, A. H., & Wood, W. (1999). The origins of sex differences in human behavior: Evolved dispositions versus social roles*

UG 17AO 007: INTERNATIONAL FINANCIAL REPORTING STANDARDS

Objective: The objective of the subject is to enable the students to understand the need and method of presentation of financial statements in accordance with International Financial Reporting Standards

Module 1: Conceptual framework & presentation of financial statements **8 Hrs**

Need for conceptual framework – definitions of financial elements i.e. asset, liability, equity, income & expenditure – recognition criteria – measurement criteria – going concern – “substance over form” – qualitative characteristics of financial statements i.e. faithful presentation, materiality, relevance, comparability, verifiability, understandability – presenting financial statements such as Statement of Profit or Loss (SOPL), Statement of Other Comprehensive Income (OCI), statement of Changes to Equity (SOCE), Statement of Financial Position (SOFP) and Statement of Cash Flow (SOCF) – comparison with schedule III formats in India.

Module 2: Assets & liability based standards **20 Hrs**

PPE (IAS 16/Ind AS 16) – Investment property (IAS 40/Ind AS 40) – Borrowing costs (IAS 23/Ind AS 23) – Intangible assets (IAS 38/Ind AS 38) – Impairment of assets (IAS 36/Ind AS 36) – Inventory (IAS 2/Ind AS 2) – Agriculture (IAS 41/Ind AS 41) – Provisions, contingent liabilities & contingent assets (IAS 37/Ind AS 37).

Only recognition & measurement aspects to be covered for each standard. The differences of IAS with Ind AS to be covered for these standards.

Module 3: Revenue, leases and financial instruments **15 Hrs**

Revenue from contracts with customers (IFRS 15/Ind AS 115) – Government Grants (IAS 20/Ind AS 20) – Leases (IAS 17/Ind AS 17) – Financial instruments (IAS 32/Ind AS 32, IFRS 9/Ind AS 109).

Only recognition & measurement aspects to be covered for each standard. The differences of IAS/IFRS with Ind AS to be covered for these standards..

Module 4: Presenting financial performance **7 Hrs**

Accounting policies, estimates & errors (IAS 8/Ind AS 8) – Events after balance sheet date (IAS 10/Ind AS 10) – Effects of changes in foreign exchange rates (IAS 21/Ind AS 21)

Only recognition & measurement aspects to be covered for each standard. The differences of IAS with Ind AS to be covered for these standards.

Module 5: Preparation of financial statements **10 Hrs**

Prepare various financial statements based on all standards covered in modules 1 to 4 (students are expected to show full statements or only relevant extracts)

Skill Development:

(These activities are only indicative, the Faculty member can innovate)

1. Conduct a survey of 25 Accountants to study the importance of implementation of IFRS in India.
2. Conduct a survey of any 20 companies to analyse the challenges faced by them in implementing the IFRS in their organization.
3. Create a Statement of Financial Position, Comprehensive Income statement and a Statement of Changes in Equity with imaginary figures.
4. Visit any 5 manufacturing companies and study the methods of maintaining books of Inventory and its valuation (Raw materials, Work-in-progress and Finished goods) and make a report on it.

Book for Reference:

- ❖ *IFRS for India, Dr.A.L.Saini, Snow white publications*
- ❖ *Roadmap to IFRS and Indian Accounting Standards by CA ShibaramaTripathy*
- ❖ *IFRS explained - a guide to IFRS by BPP learning Media*
- ❖ *IFRS concepts and applications by Kamal Garg, Bharath law house private limited.*
- ❖ *IFRS: A quick reference guide by Robert J Kirk, Elsevier Lt*

UG 15AO 008: MERGERS, ACQUISITIONS AND RESTRUCTURING

Objective:

This course aims to develop an understanding of the importance of various business alliances, their valuation and their pricing.

Module-1: Forms of Business Alliances 4 Hrs

Business Alliances - Various Forms of Business Alliances, Strategic Choice of Type of Business Alliance. Mergers, Corporate Takeovers, Cross-border takeovers, Going Private and Other Control Transactions: Leveraged Buyouts (LBOs), Management Buyouts (MBOs), Spin Offs and Asset Divestitures

Module-2: Mergers and Acquisitions - Introduction 8 Hrs

Meaning of Mergers and Acquisitions (M&As), the rationale behind a merger or acquisition, kinds of mergers- horizontal, vertical, Reverse, Conglomerate, Congeneric Merger. Hypothesis governing a merger- Abnormal Gains Hypothesis, Growth Maximization Hypothesis, Wealth Maximizing/Value Maximizing Hypothesis, Market Power Hypothesis, Asymmetric Information Hypothesis, Hubris Hypothesis.

Module-3: Mergers and Acquisitions- Process 8 Hrs

Process of Mergers and Acquisition - Identification and valuation of the target, Negotiation for Merger, Acquisition and Take-over, Potential adverse competitive effects of mergers and acquisitions.

Module-4: Pricing and Financing 15 Hrs

Pricing of Mergers (Pricing the Competitive Bid for Take-over), Financing of Mergers and Take-overs, Merger and Acquisition agreement. Steps in the successful implementation of a Merger deal, M& A Life cycle, Phases in M&A Life cycle, Performance evaluation of Mergers and Hypothesis governing M&As.

Module-5: Legal Formalities**12 Hrs**

Implementation of a Merger and Acquisition- Legalities Involved in the same. Ethical Issues of Mergers and Acquisitions. Managing Post-Merger Issues, Post – Merger integration

Module-6: Restructuring Management**13 Hrs**

Corporate Restructuring : Refinancing and rescue financing, reorganizations of debtors and creditors, Sale of assets, targeted stock offerings, downsizing and layoff programmes, negotiated wage give-backs, employee buyouts.

Skill Development:

(These activities are only indicative, the Faculty member can innovate)

1. Comparative study between two major mergers in recent history.
2. Conduct a study on the challenges faced by mergers and acquisitions.

Book for Reference:

- ❖ *T Copeland and J Weston, Financial Theory & Corporate Policy (3rd edition), Addison Wesley (and Student Solutions Manual)*
- ❖ *E Elton and M Gruber, Modern Portfolio Theory and investment Analysis, Wiley.*
- ❖ *K Cuthbertson, Quantitative Financial Economics, Wiley.*
- ❖ *K Cuthbertson and D Nitzsche, Investments, Wiley.*
- ❖ *L. AugutinAmaladas, Mergers and Corporate Restructuring.*

UG 15AO 009 : OPERATIONS RESEARCH

Objective:

To provide a good foundation in the mathematics of Operation Research and appreciation of its potential application. To enable student to grasp the importance of conversion of business problems into mathematical problems and its application in business.

Module – 1: Introduction to Operations Research 4 Hrs

Definitions – Scope - OR Models - Nature - Limitations - Application.

Module – 2: Introduction to Linear Programming 12 Hrs

Introduction – Construction of the LP Model - Graphical LP Solution – Solution of maximization and minimization model.

Module – 3: Simplex Method 14 Hrs

Introduction – Standard LP form and its Basic Solutions – Slack – Surplus and Unrestrictive variables – Simplex Algorithm – Artificial Starting Solution – Big M Method – Minimization of LPP - Duality.

Module -4: The Transportation Problem 14 Hrs

Introduction, Linear Programming Formulation of the Transportation Problem – Methods of finding initial solution – North West Corner Method – Least Cost Method – Vogel’s Approximation Method – Test for Optimality- MODI method – Economic Interpretation of U_i 's and V_j 's. (Special cases on prohibited routes, unbalanced and maximization) – Transshipment Method.

Module – 5: The Assignment Problem 8 Hrs

Introduction – Mathematical Statement of the problem – Solution Methods of Assignment Problem – Enumeration Method – Simplex Method – Transportation Method – Hungarian Method.

Module – 6: PERT / CPM 8 Hrs

Introduction – Network Analysis – Guidelines for construction of network diagram – Deterministic Time Estimates – Developing a

Project – Network – Project Duration & Critical Path - Forward Pass – Backward Pass – Float – Probabilistic Time Estimates – Difference between PERT & CPM.

Skill Development:

(These activities are only indicative, the Faculty member can innovate)

1. Supply chain applications.
2. Job assignment.
3. Drawing network diagram for a project and identify the critical path.
4. Computation of earliest expected time and latest allowable time for events in a project.

Book for Reference:

- ❖ *Budnik, Frank S Dennis Mcleavvey& Richard Mojena: Principles of Operation Research, AIT BS, New Delhi.*
- ❖ *Gould F J: Introduction to Management Science, Englewood Cliffs N J Prentice Hall.*
- ❖ *Kalavathy S: Operation Research, Vikas Pub Co.*
- ❖ *Naray J K: Operation Research, Theory and applications, McMillan, New Delhi.*
- ❖ *Richard, I. Levin & Charles A. Kirkpatrick: Quantitative Approaches to Management, McGraw Hill, Kogakusha Ltd.*
- ❖ *Sharma J K: Operation Research, Theory and Applications, McMillan, New Delhi.*
- ❖ *Srivastava V. K. et.al: Quantitative Techniques for Managerial Decision Making, Wiley Eastern Ltd.*
- ❖ *TahaHamdy: Operations Research, Prentice Hall of India.*

UG 15AO 010 : PERSPECTIVES OF MICRO FINANCE

Objective:

The course intends to create an awareness of Microfinance and its various dimensions. It also attempts to provide exposure of the various SHGs and Governmental support.

Module 1: Micro Finance Perspectives 12 Hrs

Poverty, its form and extent- Financial needs of the poor- Role of credit in poverty alleviation- State intervention in Rural Credit in India- Poverty eradication measures of Central and State Governments- Emergence of Microfinance- -scope-importance-assumptions of Microfinance-Lessons from International experience.

Module 2: Financial Inclusion 8 Hrs

Meaning of Financial Inclusion- Extent of Financial Exclusion- Need for Financial Inclusion- Present reach of Banking- Initiatives of RBI and NABARD- Role of banks in Financial Inclusion and recent trends.

Module 3: Micro Finance Institutions 10 Hrs

Overview of MF Institutions – History of MF Institutions across the globe – MF Institutions in India-Importance, Role and Development of Microfinance Institutions in India.

Module 4: Models of Micro Finance and Delivery Methodologies 12 Hrs

Models of Microfinance across the world-Microfinance Delivery Methodologies- Structures of Intermediation for Microfinance in India- Types of MFIs- SHG and MFI Models- SHG-Bank Linkage Programme- Joint Liability Groups- Microfinance Institutional Approach- Bank Partnership Model- Banking Correspondent Model- Penetration of Microfinance- Constraints in mainstreaming of MFIs and challenges faced by the sector.

Module 5: Legal and Regulatory Framework of Micro Finance

10 Hrs

Introduction- Recommendations of Malegam Committee- Code of Conduct for Microfinance Institutions in India- Compliance to State Acts- Guidelines on Priority Sector- Compliance to RBI Guidelines on NBFC-MFIs- Self Regulation- The Microfinance Institutions(Development and Regulation) Bill, 2012.

Module 6: Risk Management

8 Hrs

Introduction- Types of Risks for MFIs- Managing Credit Risk.

Skill Development:

(These activities are only indicative, the Faculty member can innovate)

1. Find out the different measures taken by the Government in order to promote Financial Inclusion in the state of Karnataka.
2. Visit NABARD and Bandhan Bank to know more about their functioning.
3. Visit villages in and around Bangalore in order to know about the MF services provided.
4. Discuss women entrepreneurship and financial services provided to them.

Book for Reference:

- ❖ Branch, Brian & Janette Klaehn. *Striking the Balance in Microfinance: A Practical Guide to Mobilizing Savings*. PACT Publications, Washington, 2002.
- ❖ Dowla, Asif&DipalBarua. *The Poor Always Pay Back: The Grameen II Story*. Kumarian Press Inc., Bloomfield, Connecticut, 2006.
- ❖ Hirschland, Madeline (ed.) *Savings Services for the Poor: An Operational Guide*. Kumarian Press Inc., Bloomfield CT, 2005.

- ❖ *Ledgerwood, Joanna and Victoria White. Transforming Microfinance Institutions: Providing Full Financial Services to the Poor. World Bank, 2006.*
- ❖ *Rutherford, Stuart. The Poor and Their Money. Oxford University Press, Delhi, 2000.*
- ❖ *Sapovadia, Vrajlal K., Micro Finance: The Pillars of a Tool to Socio-Economic Development. Development Gateway, 2006.*
- ❖ *Wright, Graham A.N. Microfinance Systems: Designing Quality Financial Services for the Poor. The University Press, Dhaka, 2000.*
- ❖ *United Nations Department of Economic Affairs and United Nations Capital Development Fund. Building Inclusive Financial Sectors for Development. United Nations, New York, 2006.*
- ❖ *Yunus, Muhammad. Creating a World without Poverty: Social Business and the Future of Capitalism. Public Affairs, New York, 2008.*
- ❖ *The poor and their money- An essay about financial services for poor people- Stuart Rutherford.*
- ❖ *Micro Finance- Perspectives and Operations- IIBF-Macmillan Publications.*
- ❖ *Micro Finance and Women Development- Dr. Sr. Stella Mary Kasmir FMM- DK Agencies Pvt. Ltd.*
- ❖ *Banking and Micro Finance in India- M.C.Minimol- New Century Publications.*

UG 15AO 011 : PRODUCTION AND OPERATIONS MANAGEMENT

Objective:

Production/operations management deals with the integration of numerous activities and processes to produce products and services in a highly competitive global environment. At the end of the course students will have a fair understanding of the role Production Management plays in business processes. Emphasis is given both to familiarization of various production processes and service systems.

Module 1: Introduction

8 Hrs

Meaning, Scope, & Functions- Historical development - Functions & responsibilities of a production manager- relationship of production with other functions & problems-Systems or types of Production.

Module 2: Plant Location & Layout

10 Hrs

Factors affecting location, theory -plant layout principles-types of layout-advantages and disadvantages of plant layouts-techniques of plant layout, organization of physical facilities - Building, lighting, safety etc-protection measures and importance.

Module 3: Materials Management

12 Hrs

Meaning, Objectives, Material Control -Types, concept of EOQ, systems and techniques, Purchasing - Objectives, Categories of purchasing needs, advantages and disadvantages of centralized and decentralized buying, selection of suppliers, purchasing policies, vendor rating techniques, Value analysis- value engineering, Stores layout system, material handling.

Module 4: Production Planning & Control

16 Hrs

Production planning: Estimating, Routing, Scheduling & Loading - Production Control: Dispatching, Followup, Inspection & Evaluating & corrective action Quality Control.

Objectives, Statistical Quality Control (SQC), Statistical Process Control (SPC), Total Quality Management (TQM), Quality Control (QC), Six sigma- Meaning and significance.

Module 5: Time & Motion Study

8 Hrs

Concepts of standard time, method study, work study, time & motion study, charts, diagrams, work measurements.

Module 6: Maintenance Management & Waste Management

6 Hrs

Types of maintenance - merits & demerits, maintenance scheduling, procedure & tools, scrap & surplus disposal, Automation - meaning, considerations, advantages & forms of automation.

Skill Development:

(These activities are only indicative, the Faculty member can innovate)

1. Visit any factory and list out the physical facilities and protection measures taken for employees.
2. List out the functions of materials management in an organization.
3. Visit a company and draw a chart on plant layout.
4. Describe the functions of quality circles in an industry.
5. Visit any industry and list out the various waste management methods used.
6. Draw a ISO specification chart.

Book for Reference:

- ❖ *Buffa, Modern Production and Operations Management, Wiley Eastern Ltd.*
- ❖ *Brown, Production Management, Richard D. Irwin Inc.*
- ❖ *K.N. Sontakki, Production and Operations Management, Kalyani Publishers.*
- ❖ *C.S.V Murthy, Production and Operations Management, Himalaya Publishers.*
- ❖ *K. Aswathappa, G. Sudarsana Reddy, M Krishna Reddy, Production and Operations Management, Himalaya Publishers.*

UG 15AO 012: REAL ESTATE MANAGEMENT

Objective:

- This course examines the fundamentals of real estate management and development from a legal perspective.
- The course serves as a foundation course for real estate majors and provides an introduction to real estate for other students. It attempts to develop skills in using concepts in a real estate transactional setting.

Module – 1: Introduction to Real Estate Management 4 Hrs

Meaning – Nature and Scope of Real-estate Management – **Real Estate Appraisal** – Theoretical concepts, principles and criteria for valuation of property, market behavioral trends in real estate.

Module – 2: Brokerage Services and Management 8 Hrs

Brokerage – Concepts & various issues namely ethics and professional code of conduct. Responsibilities of a broker-buying / selling / leasing / renting process. Effective management of the transactions. Real estate contracts (Provisions)-lease agreement, agreement to sell, transactions relating to NRIs, title search of the property. Documentation required in transactions of sale/ purchase/ lease. Registration of documents. Basic understanding of the revenue records maintained by Municipal Corporation. Closing transactions; negotiation skills.

Module – 3: Legal Framework 18 Hrs

Legal Framework including various acts and procedures – namely Karnataka Apartment Ownership Act 1972(section 1 to 27), Indian Registration Act 1908 (part I to VI), Karnataka Stamp Act 1957 (section 1 to 10 A), Karnataka Rent Act 1999(section 1 to 46), Transfer of property Act 1882(section 5 to 27, 54to 57 and 105 to 117), Building bye-laws, , Municipal Laws, Law of Agency-(**Relevant sections related to legal compliances and procedures only**), RBI guidelines for property investment.

Module – 4: Property Management Finance **8 Hrs**

Real Estate Financing – Meaning – Nature - process, procuring and closing a loan, mortgages, foreclosure laws (NHB Act etc), lending practices, procedures and documentation as required by financial institutions and banks.

Module – 5: Planning Zoning and Development **12 Hrs**

Planning, Zoning and Development – General understanding in planning, zoning, sub-division of land. Relevant provisions and rules for sub-division. Planning standards and norms as applicable to the Housing and Construction industry. Basic understanding of standard construction practices inclusive of efficient planning, suitable building materials and sound construction. Management of Buildings and Complexes. Knowledge of building materials/ technologies.

Module – 6: Marketing for Real-estate **10 Hrs**

Marketing for Real-estate – including marketing techniques, dynamics of customer satisfaction, communication skills, personality development, after sale service – 7 P's of Marketing in Real Estate – Process of Strategy Building – Understanding the Real estate environment – Micro and Macro factors .

Skill Development:

(These activities are only indicative, the Faculty member can innovate)

1. Collect a set of parent deeds, analyze the same and give an opinion for purchase of property.
2. Evaluate the complete process for procuring a commercial space on rent.
3. Preparation of a chart showing intermediaries and their duties in the real estate market.
4. Prepare a report on the trends of real estate sector for the last five year in a city of your choice.
5. Analyze the process of purchasing an agricultural property in a rural belt.

Book for Reference:

- ❖ *Real estate law practice and procedures - Rajkumar Adukia*
- ❖ *Investing in REITS - Ralph L Block*
- ❖ *Real estate deals - Narayan Lakshmanrao*
- ❖ *Practical guide to construct and real estate - Kirit S Sangjvi*
- ❖ *Sale and purchase of property - Bhabani Chakraborty*
- ❖ *Real estate finance in India - Prashant Das*
- ❖ *Property management - Rockwell Publishing*

UG 15AO 013: RESEARCH METHODOLOGY

Objective:

To cultivate relevant practices and skills among the students for identifying research problems.

To facilitate students how to systematically collect data, analyze, interpret data through practical applications of research.

Module 1 – Introduction to Research 15 Hrs

Meaning - Purpose and Scope of research - General steps in doing research - Identifying research problem - concepts, constructs and theoretical framework - Types and Methods of research. Meaning of Research Design - Definitions of Research Design - Essentials of a Research Design - Importance of Research Design.

Review of Literature: Need – Sources to collect review - How to write review of literature – Literature survey using Internet.

Module 2 - Sampling and Sampling Techniques 10 Hrs

Introduction - Census Vs. Sampling - Characteristics of Good Sample - Advantages and Limitations of Sampling - Sampling Techniques or Methods (Probability and Non-Probability) - Sample Design - Sampling Frame - Criteria for Selecting Sampling Techniques-Determining Sample Size. Scales and Measurements of Variables.

Module 3 – Data Collection Methods 10 Hrs

Data Meaning - Types of Data- Sources of Data -Primary Data - Secondary Data -Data Collection Instruments -Questionnaire - Interview Schedule Preparation Model- Pilot study.

Module 4 - Processing of Data 5 Hrs

Processing of data: Editing, Coding, Classification of data-Tabulation of data.

Module 5 – Test of Significance

15 Hrs

Hypothesis Testing - Concept-Need - Characteristics of Hypothesis-Types of Hypothesis - Procedure for Hypothesis- Various Hypothesis Tests-T-Test-Z-Test-Chi-Square Test - ANOVA(Simple Problems)-Application of SPSS Package. Diagrams and Graphs: Utilities - Limitations – Types (Using Excel Sheet).

Module 6 – Research Report Writing

5 Hrs

Meaning and purpose of research report – contents of a report – format of research Report –Qualities of good research report – Planning of the report – Organization of a report – Presentation of a report.

Documentation: Footnotes and Endnotes - Bibliography –Citation Model - APA Model -Guidelines for writing references.

Skill Development:

(These activities are only indicative, the Faculty member can innovate)

1. Choose an area of interest, review a minimum of 4 literature on the same and formulate a topic for prospective research.
2. Given a topic – collect data through primary and secondary sources.
3. For a given data, analyze data using various statistical tool.
4. For a given case study, prepare a research report in the required format.

Book for Reference:

- ❖ *S.P. Gupta: Statistical Methods, Sultan Chand, Delhi.*
- ❖ *C. B. Gupta: Statistics, Himalaya Publications.*
- ❖ *C.R. Kothari Research Methodology.*
- ❖ *Chikkodi& B.G. Satya Prasad Business Statistics, Himalaya Publications,*

- ❖ *Dr. O.R. Krishnawsami and Dr. M. Ranganathan Methodology of Research in Social Sciences.*
- ❖ *Dr.Priti R. Majhi and Dr.Prafull K. Khatua.Business Research Methods.*
- ❖ *G.C Beri Marketing Research, Tata McGraw Hill Publishing Company.*
- ❖ *Gilbert A. Churchill, Dawn Iacobucci and D. Israel. Marketing Research: A South Asian Perspective. CENGAGE Learning, New Delhi.*
- ❖ *Israel, D. Data Analysis in Business Research: A Step-by-step Nonparametric Approach. Response Books: SAGE Publications, New Delhi.*
- ❖ *Uma Sekaran, Research Methods for Business, Wiley Publications*
- ❖ *Naresh K Malhotra, 'Marketing Research: An Applied Orientation', Pearson Education.*
- ❖ *Donald R. Cooper, Pamela S. Schindler, Business Research Methods, 8/e, Tata McGraw-Hill Co. Ltd.*
- ❖ *Working Papers on various research projects.*
- ❖ *Research Articles in Finance, Marketing, HRM and Banking from international and national reputed refereed journals.*

Online Sources websites

- a) www.google.com
- b) www.ssrn.com
- c) www.doaj.org
- d) www.opeandoer.org
- e) IIM Library Links

UG 15AO 014 : SERVICE MANAGEMENT

Objective:

To understand the growing trend of service industry and to study the difference of services marketing from tangible marketing.

Module - 1: Introduction

8 Hrs

Meaning of services - Reasons for growth in services sector - Difference between goods and services - Features of services - Classification of services.

Module - 2: Service Marketing Mix

14 Hrs

Product: Service as a Product - Service Product - Core Service and Peripherals. **Price:** Pricing of Services - Objectives - Factors influencing Pricing Decisions - Reasons for Price Variations in Service. **Place:** Place of Buyer and Seller interaction - Location of Premises - Look of Premises and Channels of Distribution Used. **Customers' Role in Service Delivery.** **Promotion:** Promotion Techniques - Objectives of Promotion - Word of mouth communication - People contact and support personnel - Developing customer conscious employees - Empowering People - appraisal and rewarding systems. **Process:** Designing the service process - Blue Printing - Automation - Customization - Service Production and Consumption Process. **Physical Evidence:** Essential and Peripheral Evidence - Physical Facilities - Appearance of Personnel.

Module - 3: Consumer Behavior

10 Hrs

Consumer involvement in service setting- Purchase process for service - Difficulty of consumer in evaluation of service process.

Segmenting, Targeting and positioning services effectively: Focus on competitive advantage.

Module – 4: Relationship Management and Service Loyalty

16 Hrs

Relationship marketing- Building customer loyalty – Effect of selecting profitable customers using 80/20 customer pyramid and extended customer pyramid. Enhancing Service Value using SERVQUAL – Measuring Service Productivity – Gaps in service design and delivery. Managing Customer’s Reservations and Waiting Lists. Managing demand and supply.

Module – 5: Hotel Industry

6 Hrs

Classification of Hotels – Hotel Facilities – Guest Cycle – Marketing Mix of Hospitality Industry – Hotel Management System.

Module – 6: Recent Trends

6 Hrs

The rise of Entertainment Industry – Movie and Television Business – Event Management – Theme based entertainment – Concept of Business and Knowledge Process Outsourcing – Tourism industry- Consultancy Services & Fitness industry.

Skill Development:

(These activities are only indicative, the Faculty member can innovate)

1. Prepare a Brief Profile of successful marketing of services and list out its success factors.
2. List out the best tourist destinations around the world.
3. Prepare a strategy to attract tourists in places which are not essentially tourist attractive.
4. List out the best hotels in India and also mention how it is different from others.
5. Visit a website of any hotel and list out its services offered with special reference to guest cycle.
6. Select an upcoming service which is different and new, and yet considered as profitable services.

Book for Reference:

- ❖ *Balachandran: Excellence in Services – Focus on People, Marketing, Quality, Business Book Publishing House, Mumbai.*
- ❖ *Christian Gonroos: Services Management and Marketing, Macmillan International, New York.*
- ❖ *Christopher Lovelock & Joechen Wirtz: Services Marketing – People Technology and Strategy, Fifth Edition, Pearson Education.*
- ❖ *Jha S. M.: Services Marketing, Himalaya Publishing House, Mumbai.*
- ❖ *Rust, Zahorik and Reiningham: Services Marketing, Addison Wesley Publication.*
- ❖ *Valerie Zelthamel & Mary Jo Bitner: Services Marketing – Integrating Customer Focus Across The Firm, McGraw Hill, New York.*

UG 15AO 015 : STRATEGIC BRAND MANAGEMENT

Objective:

To make the students understand the need and importance of branding, learn the concepts and strategies related to branding decisions and their practical applications in marketing.

Module 1: Introduction 10 Hrs

Introduction to brand management; Brand – meaning, evolution, functions, role, advantages; Branding – meaning, creation of brands and challenges; Brand management – strategic brand management process.

Module 2: Brand equity, identity and positioning. 12 Hrs

Brand equity – meaning, steps in building brands – brand building blocks – David Aaker’s brand equity model; Brand identity and positioning – brand value.

Module 3: Brand elements. 7 Hrs

Choosing brand elements – criteria – options – tactics – leveraging brand knowledge – meaning – dimensions. Brand value chain.

Module 4: Brand measuring techniques. 8 Hrs

Measuring brand equity – techniques-brand audit process- return on brand investment. Managing brand equity – reinforcement, revitalisation, etc.

Module 5: Sustaining branding strategies. 15 Hrs

Designing and sustaining branding strategies – brand architecture and hierarchy –building brand equity at different hierarchy levels- branding strategy- brand imitations – strategies. Marketing programmes to build brand equity-IMC strategy-Designing and implementing brand equity programmes.

Module 6: Managing brands across geographical boundaries

8 Hrs

Global branding – geographic extension – global opportunities – conditions – barriers- organisation for a global brand – pathways to globalisation of brands.

Luxury brand management – definition and relativity – psychological phenomenon associated – luxury marketing mix, luxury retail – international luxury markets.

Skill Development:

(These activities are only indicative, the Faculty member can innovate)

1. Write down the highlights of the case study of STARBUCKS for developing branding strategy.
2. Discuss and report on measuring the sources of brand equity with special reference to RED BULL.
3. Write a report on MTV in reference to their core strategic elements in brand planning.

Book for Reference:

- ❖ *Kevin Lane Keller, PHI/Pearson, Strategic Brand Management, 2nd ed.*
- ❖ *Chunnawalla, 1st ed, Compendium of Brand Management, HPH, 2003.*
- ❖ *Richard Rosenbaum-Elliott, Larry Percy, Simon Pervan, Strategic Brand Management; OUP Oxford; 2 edition; 2011.*
- ❖ *Peter Doyle and Philip Stern, Financial Times/Prentice Hall, Marketing Management & Strategy; 4th edition, 2006.*

UG 15AO 016 : TRAVEL AGENCY AND TOUR OPERATIONS

Objective:

To expose the students to the various travel agencies function and procedures, and equip students and update the changes in the industry to take care of the requirement of the profession.

Module 1- Role of Travel Agency and Tour Operation 8 Hrs

Travel agent, meaning and its importance. Types of travel agencies, Classification of travel agency. Functions of travel agencies, setting up of travel agencies, IATA accreditation, Roles, functions and importance of - TAAI, TAFI, IATO, UFTAA, ASTA.- Objectives, roles & functions - Sources of income for a travel agency, Inbound/ Outbound Tour operator - meaning, types, Role of tour operators in growth of tourism industry. Package tours-meaning and types of package tours

Module 2 - Emerging Trends in Travel Agency 6 Hrs

Current Changes in the commission system for travel agent, Generalist to Specialist, Travel agent to consultant level, Advantages in selling with non-commission system, its comparison with commission system, Selling Cycle.

Module 3 - Travel Essentials and Regulations 8 Hrs

Travel Terminology, Codes - 2 Letter Codes, 3 Letter Codes, 4 Letter Codes, Reservation & Message Codes, Miscellaneous Terminology & Definitions, Concepts-meaning and scope-issues of Passports, Visa, foreign exchange, Health regulations for international travel, Special permits for restricted areas, Customs regulation, Emigration & immigration, Taxes paid by travelers, Travel insurance.

Module 4 - Destination Geography 18 Hrs

Destination Geography - All about important countries and cities of tourist interest, best selling programs, Tourism circuits in USA, Canada, and Mexico. Europe - France, Spain, Italy, U.K, Turkey, Germany, Austria, Greece, Switzerland, Ireland, Belgium and Netherlands Middle East - Saudi Arabia, United Arab Emirates,

Kuwait, Oman, Jordan, Israel and Jordan. Africa, Egypt, Kenya, South Africa, Tanzania. Asia - Thailand, Singapore, Malaysia, China, Japan, Macau. Australia and New Zealand.

Module 5 – Tour Itinerary Planning **10 Hrs**

Components of Itinerary, Flight Itinerary, Tours Itinerary, inbound Travel Management, Department of travel and market trends existing in travel, development of itineraries, steps after Itinerary is finalized, Guest handing and organizing special events.

Module 6 – Tour Costing **10 Hrs**

Costing of Tour itinerary, packaging of tour itinerary, sample itineraries, Tour Production, Steps of Tour development, Selecting tour components, Identifying the benefits of Tour, Tour documents, Tour pricing sales, Tour promotion, Tour packages and group travel, Group tours cost, case study.

Skill Development:

(These activities are only indicative, the Faculty member can innovate)

1. Visit Various Tourism Boards and Prepare a Presentation.
2. Prepare a Tour itinerary keeping all points in mind required for a Tour.
3. Make a Presentation on Incredible India.
4. Visit Travel Agencies/ Tour operator to gain information on operations of Travel Agent and prepare a project report.
5. Arrange for a Guest Lecture from a Tour operator.

Book for Reference:

- ❖ *A.K Bhatia- Tourism development, principles and practices*
- ❖ *Maneed Kumar- Tourism Today*
- ❖ *IATA- Travel and Tourism Management*
- ❖ *WTO- Travel & Tourism management*
- ❖ *West Wind Aviation Academy- Travel & Tourism management, Arizona, USA.*

SEMESTER IV

FSD 15 401 : ENVIRONMENT AND PUBLIC HEALTH

Module 1 - Linkages between Environment and Health 10Hrs

Understanding linkages between Environment and Public Health: Effect of quality of air, water and soil on health. Perspective on Individual health: Nutritional, socio-cultural and developmental aspects, Dietary diversity for good health; Human developmental indices for public health.

Module 2 - Climate Change and Implications on Public Health 12Hrs

Global warming - Agricultural practices (chemical agriculture) and Industrial technologies (use of non-biodegradable materials like plastics, aerosols, refrigerants, pesticides); Manifestations of Climate change on Public Health- Burning of Fossil fuels , automobile emissions and Acid rain.

Module 3 - Diseases in Contemporary Society 14 Hrs

Definition- need for good health- factors affecting health. Types of diseases - deficiency, infection, pollution diseases- allergies , respiratory, cardiovascular, and cancer Personal hygiene- food - balanced diet. Food habits and cleanliness, food adulterants, avoiding smoking, drugs and alcohol. Communicable diseases: Mode of transmission -epidemic and endemic diseases. Management of hygiene in public places - Railway stations, Bus stands and other public places. Infectious diseases: Role of sanitation and poverty case studies on TB, diarrhea, malaria, viral diseases .Non-communicable diseases: Role of Lifestyle and built environment. Diabetes and Hypertension.

Module 4 - Perspectives and Interventions in Public Health 14 Hrs

Epidemiological perspectives – Disease burden and surveillance; Alternative systems of medicine - Ayurveda, Yoga, Unani, Siddha and Homeopathy (AYUSH); Universal Immunization Programme

(UIP); Reproductive health-Youth Modulee for Victory on AIDS (YUVA) programme of Government of India. Occupational health hazards-physical-chemical and biological. Occupational diseases-prevention and control.

Module 5 - Environmental Management Policies and Practices **10 Hrs**

Municipal solid waste management: Definition, sources, characterization collection and transportation and disposal methods. Solid waste management system in urban and rural areas. Municipal Solid waste rules. Policies and practices with respect to Environmental Protection Act, Forest Conservation Act, Wild life protection Act, Water and Air Act, Industrial, Biomedical and E waste disposal rules.

Skill Development:

(These activities are only indicative, the Faculty member can innovate)

1. Examining local cuisines for dietary diversity.
2. Examining National Health Survey data e.g. National Family Health Survey, Annual Health surveys.
3. Survey of Immunization coverage in a particular area.
4. To establish if there is a relation between GDP and life expectancies/Health parameters.
5. Survey of Respiratory allergies.
6. Examining household / institutional / market/neighborhood wastes and their disposal mechanism.
7. Survey of households along the Arkavathi and Cauvery River for life expectancy and common ailments and diseases.
8. Determine the extent of use of paper and suggest means of reducing the use of paper and paper products.
9. Documentation of festival/fasting and mapping of agro-ecological cycles.

10. Definitions of poverty - Governmental policies on poverty mitigation - facts and fiction.
11. Health indicators vis- a-vis income groups.
12. Deforestation and flooding - myth or fact?
13. Smoking and Lung Cancer.
14. Estimation of water-demands of a city/town.
15. Adapting water-harvesting technology - survey, sustainability.

Book for Reference:

- ❖ Nandini N, SModuleha N. and Sucharita Tandon, (2007), *Environmental Studies*, Sapna Book House, Bangalore.
- ❖ Michel, Mckinney, Robert and Logan (2007). *Environmental Science – Systems & Solutions*. Jones & Barlett Publishers, Canada.
- ❖ Minkoff, E., & Baker, P. (2003). *Biology Today: An Issues Approach* (3 ed.).
- ❖ Park, K. (2011). *Preventive and Social Medicine*. Benarsi Das Publications, (pp. 16- 19,24-27).
- ❖ *Public Health Nutrition in Developing Countries Part-2*. Wood head Publishing India.
- ❖ Sadgopal, M., & Sagar, A. (2007, July-September). *Can Public Health open up to the AYUSH Systems and give space for People's views of health and disease?*.
- ❖ Sekhsaria, P. (2007). *Conservation in India and the Need to Think Beyond 'Tiger vs. Tribal'*. *Biotropica*, 39(5), 575-577.
- ❖ Tyler Miller and Scott E. Spoolman 'Environmental Science' (2012) 13th edition First Indian Reprint Chapters 14-17 (total pages 108) Cengage Learning, New Delhi. www.cengage.co.
- ❖ UNDP. (2013). *The Human Development Report, The Rise of the South: HumanProgress in Diverse World*. New York: UNDP, (also available in Hindi),
- ❖ Wani, M., & Kothari, A. (2007, July 15). *Protected areas and human rights India: the impact of the official conservation model on local commModuleies*. *Policy Matters*, 100-114.