

Anekant Education Society's

Tuljaram Chaturchand College of Arts, Science and Commerce,

Baramati.

[Autonomous]

COURSE STRUCTURE FOR BACHELOR OF BUSINESS

ADMINISTRATION (B.B.A.)

2022 Pattern

1. Title of the Degree:

The degree shall be titled as Bachelor of Business Administration (B.B.A.) under the Faculty of Commerce.

2. Program Objectives:

1. To provide knowledge regarding the basic concepts, principles and functions of management.
2. To develop business and entrepreneurial aptitude among the students.
3. To provide knowledge and requisite skills in different areas of management like human resource, finance, operations and marketing to give a holistic understanding of a business system.
4. To develop IT skills in the areas of information search, word processing, office management software, and presentation software needed to excel in business
5. To inculcate global view of the industrial and organizational establishments and their functions for taking viable decisions in international business setting
6. To train the students in communication skills effectively
7. To provide practical industrial exposure to the students to hone their managerial competencies and business acumen while attaining a holistic understanding of a business/industry.
8. To prepare the students to deliver effective oral business presentations using a variety of appropriate technologies and achieve excellence in written communications.
9. To develop appropriate skills in the students so as to make them competent and provide themselves self-employment.
10. To equip the students with the latest business knowledge to meet the requirements of changing corporate firms
11. To prepare students in developing operational and analytical skills in students to tackle business problems in different sectors.
12. To make students understood the different business environment in which various organizations operate

3. Duration:

The Course is a full-time course and the duration of the course shall be of three years.

4. Eligibility:

A candidate for being eligible for admission to the Degree course in Bachelor of Business Administration

1. Shall have passed 12th Std. Examination (H.S.C. 10+2) from any stream with English as passing subject and has secured 45% marks at 12th Std.
2. Two years Diploma in Pharmacy after H.S.C., Board of Technical Education conducted by Government of Maharashtra or its equivalent.
3. Three Year Diploma Course (after H.S.C., i.e. 10th Standard) of Board of technical Education conducted by Government of Maharashtra or its equivalent.
4. MCVC

5. Medium of Instruction: Medium of instruction shall be in English only.

6. Program Outcomes:

1. Apply knowledge and principles to business practices in the areas of accounting, finance, marketing, management, economic and human resource management.
2. Understanding of management concepts, theories, models and key business terms
3. Use critical thinking and systematic research approach to identify issues, collect and examine information, evaluate evidence, and draw conclusions and find the solutions to business problems.
4. Ethical Decision-Making: Students should understand the ethical implications of business decisions and be able to analyze and address ethical dilemmas.
5. Develop Critical attitude necessary for “life-long learning” through this course.
6. Leadership and Teamwork: Students should have the ability to lead and collaborate with others to achieve common goals.
7. Students will evaluate different political, cultural, and legal issues between management, economics, and marketing and its impact on business organizations in a global context.
8. Students will apply business management skills to solve organizational issues.
9. Social Responsibility: Graduates should understand the importance of corporate social Responsibility and sustainability, and possess the knowledge and skills to contribute to the betterment of society.

10. Entrepreneurial Mindset: Graduates should possess an innovative and entrepreneurial mindset, with the ability to identify and pursue business opportunities.

8 Credit Structure for 2022 Pattern:

Sr.No.	Class	Semester	Code	Paper	Paper Title	Credit	Exam	Marks
1	FYBBA	I	BBA1101	Theory		3	I / E	40 + 60
2	FYBBA	I	BBA1102	Theory		3	I / E	40 + 60
3	FYBBA	I	BBA1103	Theory		3	I / E	40 + 60
4	FYBBA	I	BBA1104	Theory		3	I / E	40 + 60
5	FYBBA	I	BBA1105	Theory		3	I / E	40 + 60
6	FYBBA	I	BBA1106	Theory		3	I / E	40 + 60
7					Physical Education	2		
					Democracy	2		
8	FYBBA	II	BBA1201	Theory		3	I / E	40 + 60
9	FYBBA	II	BBA1202	Theory		3	I / E	40 + 60
10	FYBBA	II	BBA1203	Theory		3	I / E	40 + 60
11	FYBBA	II	BBA1204	Theory		3	I / E	40 + 60
12	FYBBA	II	BBA1205	Theory		3	I / E	40 + 60
13	FYBBA	II	BBA1206	Theory		3	I / E	40 + 60
14					Certificate Course	2		
15	SYBBA	III	BBA2301	Theory		3	I / E	40 + 60
16	SYBBA	III	BBA2302	Theory		3	I / E	40 + 60
17	SYBBA	III	BBA2303	Theory		3	I / E	40 + 60
18	SYBBA	III	BBA2304	Theory		3	I / E	40 + 60
19	SYBBA	III	BBA2305	Theory		3	I / E	40 + 60
20	SYBBA	III	BBA2306	Theory		3	I / E	40 + 60
21					EVS	2		
22					Certificate Course	2		
23	SYBBA	IV	BBA2401	Theory		3	I / E	40 + 60
24	SYBBA	IV	BBA2402	Theory		3	I / E	40 + 60
25	SYBBA	IV	BBA2403	Theory		3	I / E	40 + 60
26	SYBBA	IV	BBA2404	Theory		3	I / E	40 + 60
27	SYBBA	IV	BBA2405	Theory		3	I / E	40 + 60
28	SYBBA	IV	BBA2406	Theory		3	I / E	40 + 60
29					Certificate Course	2		
30								
31	TYBBA	V	BBA3501	Theory		3	I / E	40 + 60
32	TYBBA	V	BBA3502	Theory		3	I / E	40 + 60
33	TYBBA	V	BBA3503	Theory		3	I / E	40 + 60

34	TYBBA	V	BBA3504	Theory		3	I / E	40 + 60
35	TYBBA	V	BBA3505	Theory		3	I / E	40 + 60
36	TYBBA	V	BBA3506	Theory		3	I / E	40 + 60
37					Project	4		
38					Certificate Course	2		
39	TYBBA	VI	BBA3601	Theory		3	I / E	40 + 60
40	TYBBA	VI	BBA3602	Theory		3	I / E	40 + 60
41	TYBBA	VI	BBA3603	Theory		3	I / E	40 + 60
42	TYBBA	VI	BBA3604	Theory		3	I / E	40 + 60
43	TYBBA	VI	BBA3605	Theory		3	I / E	40 + 60
44	TYBBA	VI	BBA3606	Theory		3	I / E	40 + 60
45					Project	4		
46					Certificate Course	2		
					Total Credit	132		

13. Course Structure for 2022 Pattern:

Group I	Course Details	
Course Code	Course Title	Credits
Core Course		
First Year Semester I		
UBBA111	Business Organization and Corporate Environment	3
UBBA112	Professional Communication Skills	3
UBBA113	Financial Accounting	3
UBBA114	Micro Economics	3
UBBA115	Business Mathematics	3
UBBA116	Business demography and Business Environmental studies.	3
	Certificate Course Not Related to Curriculum	2
	Total Credits for the Semester I	20
Group I	Course Details	
Course Code	Course Title	Credits
Core Course		

First Year Semester II		
UBBA121	Principles of Management	3
UBBA122	Basics of Marketing Management	3
UBBA123	Principles of Finance	3
UBBA124	Basics of Cost and Works Accounting.	3
UBBA125	Business Statistics	3
UBBA126	Computer Fundamentals	3
UBBADE121	Democracy	2
UBBAPE121	Physical Education	2
	Total	22

B.B.A. SECOND YEAR (S.Y)				
Semester3			Semester4	
SR. No	Course Code	Course Title	Course Code	Paper
1	UBBA231	Global Competencies & Personality Development	UBBA241	Production & operations
2	UBBA232	Business Ethics	UBBA242	Decision Making & Risk management
3	UBBA233	Principles of Human Resource Management	UBBA243	International Business
4	UBBA234	Macro Economics & Fundamentals of Rural Development	UBBA244	Management Information System
5.	UBBA235-A	1.Legal Aspect in HRM	UBBA245 – A	1. HRM Functions & Practices
	UBBA236 -A	2.Organisational Behavior +		

		Dissertation	UBBA26 – A	2. Employee Recruitment & HR record management System + Dissertation
6.	UBBA235– B	1.Management Accounting	UBBA235– B	Business Taxation
	UBBA236- B	2.Banking & Finance + Dissertation		UBBA236- B
7	UBBA235– C	1. Retail Management	UBBA235– C	Advertising & Sales Promotion
	UBBA236– C	2. Sales and distribution mgmt. Management + Dissertation	UBBA236- C	Digital Marketing + Dissertation
8.	UBBA235 - D	1.Fundamentals of Service Management	UBBA235– D	Banking & Insurance Service Management
	UBBA236– D	2.Principles & Functions of Service management + Dissertation	UBBA236- D	Social Service & NGO Management + Dissertation

**Anekant Education Society's
Tuljaram Chaturchand College of Arts, Science and Commerce, Baramati.**

**BBA-Bachelor of Business Administration Updated
Programme Structure CBCS-Pattern 2021-22**

FYBBA Semester I

Group I	Course Details	
Course Code	Course Title	Credits Core Course
	First Year Semester I	
UBBA111	Business Organization and Corporate Environment	3
UBBA112	Professional Communication Skills	3
UBBA113	Financial Accounting	3
UBBA114	Micro Economics	3
UBBA115	Business Mathematics	3
UBBA116	Business demography and Business Environmental studies.	3
	Certificate Course Not Related to Curriculum	2
	Total Credits for the Semester I	20

FYBBA Semester II

Group I	Course Details	
Course Code	Course Title	Credits Core Course
	First Year Semester II	
UBBA121	Principles of Management	3
UBBA122	Basics of Marketing Management	3
UBBA123	Principles of Finance	3
UBBA124	Basics of Cost and Works Accounting.	3
UBBA125	Business Statistics	3
UBBA126	Computer Fundamentals	3
UBBADE121	Democracy	2
UBBAPE121	Physical Education	2
	Total	22

Anekant Education Society's
Tuljaram Chaturchand College of Arts, Science and Commerce, Baramati.
[Autonomous]
Department of Business Administration.
CBCS-Pattern 2021-22

Class: F.Y.B.B.A.SEM I

Course Code: UBBA111

Paper: 1

Course Title: Business Organization and Corporate Environment

Total No of Lectures: 48

Credit: 03

A) Course Objectives:

1. To give the Practical knowledge of Business Organization & System.
2. To make the students aware about various activities of business, business practices and recent trends in business world.
3. To study the challenges before the business and setting up of a business enterprise.
4. To develop the spirit of entrepreneurship among the students.
5. To understand the evolution of industry and emergence of MNCs.

B) Course Outcome:

CO1: Ability to understand the Evolution of Industry and Emergence of MNCs.

CO2: Understand the Recent Trends in Business.

CO3: Identify the Forms of Business Organisation-Sole Proprietorship, Partnership, Joint stock Company

CO4: Understand role and functions of modern business.

CO5: Develop right understanding regarding business environment.

CO6: Understand modern commerce performs new business initiatives.

CO7: Evaluate changes in the working pattern of modern organisations

Unit 1 Introduction and Evolution of Business

- 1.1 Meaning of business, Characteristics of Business, Division of Business, Objectives of Business, and Requisites for success in Business.
- 1.2 Development of commerce, Evolution of Industry, Globalization, Emergence of MNCs.
- 1.3 Recent Trends- Mergers and Acquisitions, Networking, Franchising. BPOs and KPOs, ECommerce. Online trading, Patents, trademarks and Copyrights Challenges before Indian business sector.
- 1.4 Provisions in Indian Constitution for Business.

No. of Lectures 12

Unit2 Types of Business Organizations

- 2.1 Mixed Economy-Private Sector, Public Sector, Co-operative Sector, Joint Sector, Service Sector.
- 2.2 Forms of Business Organizations-Sole proprietorship, Partnership Firm, Joint stock company
- 2.3 Features, Merits, Demerits and suitability of various forms of Business.

No. of Lectures 10

Unit 3 Setting up of a Business Enterprise

3.1 Decision in Setting up of an Enterprise, Opportunity and ideas generation, Role of creativity and innovation.

3.2 Project Report- Business Size and Location decisions, Factors to be considered in start in new unit, Government policies.

No. of Lectures 10

Unit 4 Domestic and Foreign Trade

4.1 domestic trade-concept of domestic Wholesale and Retail Trade

4.2 foreign trade-concept of export import, export and import procedure.

No. of Lectures 8

Unit 5 Corporate environment

5.1 Corporate capital -Share capital-meaning, types of share merits, demerits

5.2 Corporate Meetings: Meeting-Meaning and Definition. Types of meeting statutory meeting, Annual General Meeting, Extraordinary General Meeting.

5.3 Board Meeting and Resolution

No. of Lectures 08

Recommended Books:

1. Modern Business Organization- S.A. Sherlekar
2. Industrial Organization Management- Sherlekar
3. Business Organization and management–Y. K. Bhushan
4. Business Organization and system – Dr. M. V. Gite, Dr.R. D. Darekar,
Prof. S. N. Nanaware, Dr. V. D. Barve- Success Publication, Pune
5. Business Environment-F. Cherunilam.
6. Business Organization & Management–C.B.Gupta.
7. Entrepreneurial Development–S.S.Khanna.
8. Organizing and Financing of Small-scale Industry– Dr.V.Desai

Choice Based Credit System Syllabus (2022 Pattern)

Mapping of Program Outcomes with Course Outcomes

Class: F.Y.B.B.A. (Semester-I)

Course Title: Business Organization and Corporate Environment

Course: Business Organization and Corporate Environment

Course Code: UBBA111

Weightage: 1= weak or low relation, 2= moderate or partial relation, 3=strong or direct relation

Course Outcomes	Programme Outcomes(POs)									
	PO1	PO2	PO3	PO4	PO5	PO6	PO7	PO8	PO9	PO10
CO1										
CO2										
CO3				2						
CO4	3	3		3						
CO5			2		3		3	3	3	
CO6						3				3
CO7		2	3				3			

Justification for the mapping

PO1: Disciplinary Knowledge

CO4: Understanding the various roles and functions of modern businesses, which include accounting, finance, marketing, management, economic, and human resource management.

PO2: 2. Critical Thinking and Problem Solving

CO4: Gaining knowledge and comprehension of the various functions within a business, such as finance, marketing, operations, human resources, and more. It encompasses understanding how these functions work together to achieve the goals and objectives of a business.

CO7: Understanding changes in the working pattern of modern organizations involves assessing how various business functions are affected.

PO3: Systematic research approach

CO5: This competency involves developing a comprehensive understanding of the business environment, including factors such as market trends, competition, regulatory frameworks, and customer preferences. It requires critical thinking and systematic research to identify issues, gather relevant information, evaluate evidence, and draw conclusions to find effective solutions to business problems.

CO7: Evaluating changes in the working pattern requires critical thinking and a systematic research approach to identify and understand the implications of those changes.

PO4: Ethical Decision-making ability.

CO3: Ethical decision is needed for the various forms of Business Organisation like Sole Proprietorship, Partnership, Joint stock Company

CO4: Understand role and functions of modern business may indirectly contribute to ethical decision-making by providing a foundation of knowledge about business operations and functions, which can help individuals analyze and address ethical dilemmas in a business context.

PO5: Critical Attitude for Lifelong learning.

CO5: This competency involves developing a critical attitude and mindset towards learning, specifically in relation to understanding the business environment. It emphasizes the importance of continuously learning and adapting to changes in the business environment to stay relevant and successful in the long term.

PO6: Leadership and team work skills

CO6: Understand modern commerce performs new business initiatives may align with this statement. This competency involves understanding how modern commerce operates and initiates new business initiatives, which often requires effective leadership and teamwork to achieve common goals.

PO7: Political, Cultural, and Legal issues impact on business organizations in a global context.

CO5: Developing a comprehensive understanding of the business environment, including political, cultural, and legal factors, and how they influence business organizations on a global scale. It emphasizes the ability to evaluate and analyze these factors and their impact on various aspects of business management, economics, and marketing.

CO7: Changes in the working pattern may be influenced by political, cultural, and legal factors, and evaluating these issues is relevant.

PO8: Business Management Skills

CO5: Creating opportunities for students to network with industry professionals and engage in activities that contribute to their professional development. Students can enhance their networking skills, establish a professional network, and gain a deeper understanding of the business environment.

PO9: Social Responsibility

CO5: Developing an understanding of the business environment, including the importance of corporate social responsibility and sustainability. It emphasizes the need for graduates to possess the knowledge and skills to contribute to the betterment of society through responsible business practices.

PO10: Entrepreneurial Mindset

CO6: Understanding of how modern commerce operates and how new business initiatives are undertaken. It involves cultivating an entrepreneurial mindset that enables individuals to identify and capitalize on business opportunities, fostering innovation and growth.

Anekant Education Society's
Tuljaram Chaturchand College of Arts, Science and Commerce, Baramati.
[Autonomous]
CBCS-Pattern2021-22
Department of Business Administration.

Class: F.Y.B.B.A.SEM I

Course Code: UBBA112

Paper: 2

Course Title : Professional Communication Skills

Total No of Lectures: 48

Credit: 03

A) Course Objectives

1. To give detailed understanding about business environment and organization structures.
2. To develop an entrepreneurial attitude among the students.
3. To make students capable of becoming dynamic managers, capable of taking various decisions and communicating effectively to different groups of people.
4. To understand and gain knowledge of various manufacturing and service industries.
5. Understand and apply communication theory.
6. Critically think about communication processes and messages.
7. Interact skilfully and ethically.

B) Course Outcome

CO1: Develop interpersonal communications skills that are required for social and business Interaction.

CO2: Ability to handle the interview process confidently Learn the subtle nuances of an effective Group discussion.

CO3: Communicate fluently and sustain comprehension of an extended discourse.

CO4: Demonstrate the use of basic and advanced business writing skills.

CO5: To communicate contextually in specific personal and professional situations with courtesy.

CO6: To inject humors in their regular interactions.

CO7: Understand the importance of nonverbal communication and utilize it effectively

Unit 1: Introduction to Communication.

- 1.1 Meaning and definition. Process and elements in communication process.
- 1.2 Need of effective communication.
- 1.3 Principles of Effective communication.
- 1.4 Role of Communication in social and economic system
- 1.5 Barriers to communication and over comings

No. of Lectures 08

Unit 2: Methods and types of Communication

- 2.1 Methods of Communications: Linguistics, Non- Linguistics and Para- Linguistics.
- 2.2 Verbal and Nonverbal communication.

2.3 Oral Communication

2.3.1 Meaning, nature and scope - Principles of effective oral communication. Techniques of effective speech - Media of oral communication (Face-to-face conversation -Teleconferences – Press Conference – Demonstration – Radio Recording- Dictaphone, Phonetics and its application in oral communication.

2.3.2 Rumor-Grapevine-Group Discussion

2.3.3 The art of listening-Principles of good listening.

No. of Lectures 10

Unit 3: Business Letters

3.1 Standard Formats of Business Letter.

Need and functions of business letters - Planning & layout of business letter -Kinds of business letters - Essentials of effective correspondence.

3.2 Drafting of Business Letters

Enquiries and replies to enquiry, Placing and fulfilling orders, Complaints and Follow-up letter, Sales Letters, Circular letters, Application for employment and Resume memos.

3.3 Email writing.

No. of Lectures 10

Unit 4: Application of Communication Skills in Business Organization

4.1 Modern office Communication

Electronic communication – Telephone, EPBAX System Tele-Conferencing, answering machines, E-mail, voice-mail, Fax, Internet, Audio – Visual aids etc.

4.2 Group Decision-Making Process.

4.3 Conflict and Negotiations.

4.4 Presentation and Interviews.

4.5 Customer Care/Customers Relations.

No. of Lectures 10

Unit 5: Reporting to Management

5.1 Principles of writing reports for management,

5.2 Types of reports, Structures of report.

5.3 Preparation/ Collection of Information,

5.4 Use of graphs, presentation of reports,

No. of Lectures 10

Recommended Books:

- 1) Business Communication - K. K. Sinha - Galgotia Publishing Company, New Delhi.
- 2) Media and Communication Management - C. S. Rayudu - Himalaya Publishing House, Bombay.
- 3) Essentials of Business Communication - Rajendra Pal and J. S. Korlhalli - Sultan Chand & Sons, New Delhi.
- 4) Business Communication (Principles, Methods and Techniques) Nirmal Singh – Deep & Deep Publications Pvt. Ltd., New Delhi.
- 5) Business Communication - Dr. S.V. Kadvekar, Prin. Dr. C. N. Rawal and Prof. Ravindra Kothavade - Diamond Publications, Pune.

- 6)Business Correspondence and Report Writing - R. C. Sharma, Krishna Mohan
- TataMcGraw-Hill Publishing Company Limited, New Delhi.
- 7)Communicate to Win - Richard Denny - Kogan Page India Private Limited, New Delhi.
- 8)Modern Business Correspondence - L. Gartside - The English Language Book
Societyand Macdonald and Evans Ltd.
- 9)Business Communication - M. Balasubramanian - Vani Educational Books

Choice Based Credit System Syllabus (2022 Pattern)
Mapping of Program Outcomes with Course Outcomes

Class: FYBBA (Sem –I)

Course Title : Professional Communication Skills

Course: Professional Communication Skills Course Code: BBA112

Weight age: 1=weak or low relation, 2=moderate or partial relation, 3=strong or direct relation

Course Outcomes	Programme Outcomes (POs)									
	PO1	PO2	PO3	PO4	PO5	PO6	PO7	PO8	PO9	PO10
CO1	3	3	2	2	3		2			3
CO2	3	3	2	3	3	2		2	1	3
CO3	2	3	1		3	2				
CO4	3	3	2	1	3	2	2	3	2	3
CO5	2	2		3	3	2		2		
CO6	3	2	2	2	3	3	2			
CO7	1			1						

Justification for the mapping

PO1: Disciplinary Knowledge

CO1: Students will Identify and apply appropriate management techniques for managing business. this outcome is directly related to the application of knowledge for business practices.

CO2: Students will understand different planning methodologies and decision-making models allow individuals to make informed choices and develop effective strategies to achieve organizational objectives.

CO3: Course outcome emphasizes the application of knowledge gained during the course to practical scenarios, ensuring that management principles are put into action to drive positive outcomes for the organization.

CO4: Course outcome highlights the ability to apply knowledge about managerial tasks in diverse Circumstances.

CO5: Student will understand the requirement of a good control system and control techniques is vital for implementing effective business practices

CO6: Course outcome will focuses on the application of techniques for controlling and coordination in business settings. By demonstrating these techniques, individuals showcase their ability to apply knowledge to effectively manage and coordinate activities within an organization, fostering efficiency, collaboration and achievement of desired outcomes.

CO7: this course outcome involves understanding the various elements of nonverbal communication and how they can be used effectively.

PO2: Critical Thinking and Problem Solving

CO1: Navigating social and business interactions often requires addressing challenges, conflicts, or misunderstandings, which involves problem-solving skills.

CO2: Involves critically assessing questions, formulating thoughtful responses, and analyzing group dynamics during discussions or interviews.

CO3: Involves actively processing information, critically evaluating content, and making informed decisions

about how to respond or engage in extended conversations.

CO4: Requires evaluating the purpose, audience, and content critically to convey messages effectively in business writing.

CO5: Involves considering the context, cultural nuances, and potential impact of communication on relationships and professional interactions

CO6: Choosing appropriate and effective humor involves solving the problem of engaging others positively and fostering a positive communication environment.

PO3: Systematic research approach

CO1: Critical thinking is involved in identifying and selecting the most appropriate management techniques for specific business situations. It requires evaluating different options, considering their pros and cons, and making informed decisions based on logical reasoning and analysis.

CO2: Critical thinking is essential in conceptualizing planning and decision-making processes. It involves analyzing different theories, models, and concepts related to planning and decision making and understanding their underlying principles and assumptions.

CO3: Students will integrate management principles into practice require critical thinking skills to analyze and evaluate how these principles can be effectively applied in real-world business scenarios. It involves considering various variables, constraints, and trade-offs to develop practical solutions.

CO4: Critical thinking plays a crucial role in specifying how managerial tasks can be executed in diverse circumstances. It involves analyzing the unique characteristics and challenges of each circumstance and developing tailored approaches and strategies accordingly

CO6: Critical thinking is involved in demonstrating techniques for controlling and coordination. It requires analyzing complex situations, identifying potential issues and challenges, and developing strategies to effectively control and coordinate activities.

PO4: Ethical Decision making ability.

CO1: Students will understand Ethical decision-making is crucial when selecting and applying management techniques.

CO2: Students will understand Ethical decision-making is embedded within the planning and decision-making process.

CO4: Ethical decision-making is critical in executing managerial tasks ethically. When planning, organizing, and controlling activities, managers need to consider ethical implications and ensure that their actions are in line with ethical standards and organizational values.

CO5: Ethical decision-making is important in understanding the requirements of a good control system.

CO6: Ethical decision-making is inherent in demonstrating techniques for controlling and coordination.

CO7: Nonverbal communication, such as facial expressions, body language, and gestures, can convey emotions and attitudes that words alone may fail to express. Understanding and using nonverbal cues effectively can increase empathy towards others, enabling individuals to better understand their perspectives and make ethical decisions that consider the interests and well-being of all parties involved.

PO5: Critical Attitude for Lifelong learning.

CO1: Students will have a critical attitude for lifelong learning means continuously questioning and

evaluating existing management techniques

CO2: A critical attitude for lifelong learning encourages individuals to critically examine different planning and decision-making models, theories, and frameworks

CO3: A critical attitude for lifelong learning means critically examining management principles and their applicability in real-world situations.

CO4: Course outcome involves critically analyzing different circumstances, considering external factors, and continuously seeking ways to adapt planning, organizing, and controlling techniques to achieve better results.

CO5: Course outcome involves staying updated with advancements in technology, industry practices, and regulatory requirements, and being open to adopting new control systems and techniques that improve organizational performance and compliance.

CO6: It encourages students individually to critically assess their strengths and weaknesses, seek feedback from others, and actively seek opportunities for self-improvement through continuous learning and development.

PO6: Leadership and team work skills

CO2: Planning and decision-making are fundamental leadership skills and involve considering different Perspectives, gathering input from team members, and reaching consensus.

CO3: Student will Integrate management principles into practice is essential for effective leadership.

CO4: Student will understand how managerial tasks can be executed in different circumstances helps teams adjust their approach based on the specific needs and challenges they face.

CO5: Students need to understand the requirement of a good control system and control techniques to monitor progress, evaluate performance, and ensure accountability.

CO6: Controlling and coordination are crucial leadership skills

PO7: Political, cultural, and legal issues impact on business organizations in a global context.

CO1: Student will understand political, cultural, and legal issues are crucial for effective management in a global context.

CO4: Political, cultural, and legal influences can significantly impact how planning, organizing, and controlling are carried out in different global circumstances

CO6: Effectively controlling and coordinating activities across different cultures, legal systems, and political environments requires an understanding of how these factors impact organizational dynamics

PO8: Business Management Skills

CO2: Course outcome will developed a conceptual understanding of these processes enables managers to make informed decisions and set strategic goals for their organizations.

CO4: Planning, organizing, and controlling are key managerial tasks that need to be executed in different circumstances

CO5: A good control system is crucial for effective business management. Understanding the requirements of such a system helps managers monitor performance, identify areas for improvement, and implement appropriate control techniques to achieve desired outcomes.

PO9: Social Responsibility

CO2: Course outcome will help to make decisions and planning for the future, managers with a conceptual knowledge of social responsibility can consider the potential impacts on various stakeholders and choose actions that align with ethical and socially responsible practices.

CO4: Course outcome will help within the context of social responsibility; managers must plan, organize, and control operations in a way that promotes ethical behavior, sustainability, fairness, and community well-being

PO10 Entrepreneurial Mindset

CO1: Student will have an entrepreneurial mindset involves being proactive, innovative, and seeking opportunities.

CO2: Student will have a conceptual knowledge about planning and decision-making from an entrepreneurial perspective involves considering risks, rewards, and potential innovations when creating plans and making decisions for a business venture.

CO4: Course outcome will Specify how managerial tasks of planning, organizing, and controlling can be executed with an entrepreneurial mindset involves being open to adjusting plans, being resourceful in organizing and utilizing available resources, and demonstrating adaptability in controlling and adjusting strategies based on changing circumstances.

Anekant Education Society's
Tuljaram Chaturchand College of Arts, Science and Commerce, Baramati.
[Autonomous]
CBCS-Pattern2021-22
Department of Business Administration.

Academic Year 2021-2022

Class: F.Y.B.B.A.SEM I

Course Code: UBBA113

Paper: 3

Course Title: Financial Accounting

Total No of Lectures: 48

Credit: 3

(A)Course Objectives:-

- 1) To impart knowledge about basic Accounting.
- 2) To provide understanding of nature, importance and structure of accounting related area.
- 3) To learn about Accounting concept, Principals, Conventions and accounting standards.
- 4) To impart the knowledge about recording of transactions and preparation of final accounts.
- 5) To learn the concept of Bank Reconciliation Statement.
- 6) To understand latest accounting software packages.

(B)Course Outcomes:-

CO1: The outcome of this course is to enable the students to acquire sound knowledge of basic concepts of accounting & practical knowledge.

CO2: To develop competence to apply various concepts in Business Accounting.

CO3: Ability to understand about the Financial Statements.

CO4: Understand the role and importance of Accounting in Business.

CO5: Identify and interpret accounting information to inform users and make decisions.

CO6: Apply critical thinking skills by identifying and analyzing accounting issues using relevant accounting frameworks.

CO7: Understand the Accounting Software knowledge regarding Accounting systems.

Unit No 1 Introduction

- 1.1 Financial Accounting-definition and Scope,
- 1.2 objectives, Accounting concepts,
- 1.3 Principles and conventions.
- 1.4 Accounting Standards in general: - AS1, AS2, AS6.

No. of Lectures 6

Unit 2 Recording Transactions and Preparing Final Accounts

- 2.1 Voucher system; Accounting Process, Journals, Ledger, Cash Book, subsidiary books, Trial
- 2.2 Balance preparation of Final Accounts of Sole Proprietorship (Trading and Profit & Loss Account and Balance Sheet)

No. of Lectures 18

Unit 3 Bank Reconciliation Statement

Meaning , importance and preparation of Bank Reconciliation Statement
Bank Reconciliation Statement of any Business Organization (Practical)

No. of Lectures 06

Unit 4 Depreciation (Transfer of Value- Appreciation)

3.1 Meaning, need, importance and methods of charging depreciation - Written Down Value, Straight Line Method.

No. of Lectures 8

Unit 5 Computerized Accounting Systems

5.1 Types of Accounting software

5.2 Tally- Company Creation, Group Creation, Accounting Voucher Creation; recording transactions; preparing reports, cash book, bank book, ledger accounts, trial balance, Profit and loss account, Balance Sheet.

No. of Lectures 10

Allocation of Marks:

Theory - 30%

Practical problems - 70%

Recommended Books

1. Fundamentals of Accounting & Financial Analysis: By Anil Chowdhry(Pearson Education)
2. Business Accounting-Dr.G.M.Dumbre, Dr.Kishor Jagtap,Dr.A.H.Gaikwad, Dr.N.M.Nare-
3. Success Publication,Pune
4. Financial accounting: By Jane Reimers (Pearson Education)
5. Accounting Made Easy By Rajesh Agarwal & R Srinivasan (Tata McGraw –Hill)
6. Financial Accounting For Management: By Amrish Gupta (Pearson Education)
7. Financial Accounting For Management: By Dr. S. N. Maheshwari (Vikas Publishing)
8. Advanced Accounts – M.C. Shukla and S P Grewal (S.Chand & Co., New Delhi)

Choice Based Credit System Syllabus (2022 Pattern)

Mapping of Program Outcomes with Course Outcomes

Class: FYBBA (Sem –I) **Course Title :** Financial Accounting

Course: Financial Accounting **Course Code:** UBBA-113

Weight age: 1=weak or low relation, 2=moderate or partial relation, 3=strong or direct relation

	Programme Outcomes(POs)									
Course Outcomes	PO1	PO2	PO3	PO4	PO5	PO6	PO7	PO8	PO9	PO10
CO1	3	2			2					2
CO2	2				1	2				
CO3	3				2					
CO4	2	2	2		1	2	2			
CO5				2	2		2			
CO6		2	2	2	1	2		2		3
CO7	7				1					

Justification for the mapping

PO1:- Disciplinary Knowledge

CO1: Business Accounting skills are essential for evaluating the financial performance of a business. This involves comparing actual results against budgeted or forecasted figures, identifying variances, and taking corrective actions if necessary.

CO2: Accounting provides tools for evaluating the performance of different business segments. Managers use financial statements to assess the profitability and efficiency of various departments, helping them make informed decisions about resource allocation.

CO3: Understanding financial statements is crucial for making informed business decisions. Financial statements provide a comprehensive overview of a company's financial health and performance. Here's how the application of knowledge about financial statements relates to business practices

CO4: Accounting plays a crucial role in business by providing a systematic way to record, analyze, and communicate financial information. The role and importance of accounting in business are multifaceted, and its application to knowledge for business practices is vital for several reasons. Accounting involves the systematic recording of financial transactions, summarizing them in financial statements such as the income statement, balance sheet, and cash flow statement.

CO6: Understanding accounting software is crucial for effective financial management in business. Accounting software streamlines and automates various accounting processes, making it easier to manage financial transactions, generate reports, and ensure compliance with accounting standards. Here's how knowledge of accounting software relates to business practices.

PO2: Critical Thinking and Problem Solving

CO1: Acquiring sound knowledge of basic accounting concepts involves critical thinking to understand and apply these concepts practically.

CO4: Recognizing the role and importance of accounting in business may involve critical evaluation and problem-solving to address challenges within a business context.

CO6: Applying critical thinking skills to identify and analyze accounting issues using relevant frameworks aligns with the specific focus of the critical thinking and problem-solving program outcome.

PO3: Systematic Research Approach

CO4: Understanding the role and importance of accounting in business may involve critical analysis and systematic research to explore how accounting practices impact business operations.

CO6: Applying critical thinking skills to identify and analyze accounting issues may be strengthened by incorporating a systematic research approach to gather evidence and support arguments.

PO4: Ethical Decision-making ability.

CO5: Identifying and interpreting accounting information for decision-making implies the application of critical thinking skills.

CO6: Applying critical thinking skills to identify and analyze accounting issues using relevant frameworks aligns with the specific focus of the critical thinking and problem-solving program outcome.

PO5: Critical Attitude For Life-long Learning

CO1: Acquiring sound knowledge of basic accounting concepts sets the foundation for lifelong learning, as students are expected to build upon this foundation as they encounter new developments in the accounting field.

CO2: Developing competence in applying various concepts in business accounting requires an understanding that the accounting landscape evolves, necessitating ongoing learning to apply the latest practices.

CO3: Understanding financial statements may involve staying informed about changes in accounting standards and reporting requirements, showcasing the importance of lifelong learning.

CO4: Understanding the role and importance of accounting in business requires continuous learning to adapt to changes in business environments and regulatory landscapes.

CO5: Identifying and interpreting accounting information for decision-making implies a need for ongoing learning to keep abreast of new information and tools.

CO6: Applying critical thinking skills to identify and analyze accounting issues involves staying updated on emerging issues and evolving frameworks, showcasing the need for lifelong learning.

CO7: Understanding accounting software and systems necessitates ongoing learning to adapt to changes in technology and software applications.

PO6: Leadership and team work skills

CO2: Leadership involves guiding individuals in applying their skills effectively. A leader with strong teamwork skills can create a collaborative environment where team members collectively develop competence in applying various business accounting concepts.

CO4: Leadership skills can be crucial in conveying the importance of accounting in a business context. Teamwork can amplify this understanding as team members share insights and perspectives, contributing to a more comprehensive understanding.

CO6: Leadership can guide the team in applying critical thinking skills to accounting issues. Teamwork enables the pooling of diverse critical perspectives, enhancing the depth and breadth of analysis.

CO7: Leadership can support the team in acquiring and applying knowledge of accounting software. Teamwork facilitates learning through shared experiences and collaborative problem-solving when dealing with accounting systems.

PO7: Political, Cultural, and Legal issues impact on business organizations in a global context.

CO4: Awareness of political, cultural, and legal issues provides a broader perspective on the role and importance of accounting in a globalized business setting, emphasizing the need for adaptability and responsiveness.

CO5: Knowledge of global political, cultural, and legal issues allows individuals to identify and interpret accounting information with a broader understanding, enabling more informed decision-making in an international business environment.

PO8: Business Management Skills

CO2: Entrepreneurial individuals often need to apply a diverse set of business concepts, including accounting, to create and manage their ventures. Developing competence in applying business accounting concepts aligns with the proactive and adaptive nature of an entrepreneurial mindset.

CO7: Entrepreneurs often leverage technology for efficient business operations, including accounting systems. Understanding accounting software aligns with the entrepreneurial mindset, which seeks innovative ways to streamline processes and utilize technology effectively.

Anekant Education Society's
Tuljaram Chaturchand College of Arts, Science and Commerce, Baramati.
[Autonomous]
CBCS-Pattern2021-22
Department of Business Administration.

Class: F.Y.B.B.A.SEM I

Course code: UBBA114

Paper: 4

Subject Name: Micro Economics.

Total No of Lectures: 48

Credit:-03

A) Course Objectives:

1. To expose students to basic micro economic concepts.
2. To apply economic analysis in the formulation of business Policies.
3. To use economic reasoning to problems of business.

B) Course Outcome:

- CO1:** Demonstrate a solid understanding of basic economic principles, such as supply and demand, opportunity cost, elasticity, and market structures.
- CO2:** Apply microeconomic models to analyze real-world scenarios and make predictions about the behavior of consumers, firms, and markets.
- CO3:** Critically assess how resources are allocated in various economic systems and evaluate the efficiency and equity implications of different resource allocation mechanisms.
- CO4:** Analyze and interpret consumer behavior, including factors influencing individual choices, utility maximization, and the impact of changes in prices or income on consumption patterns.
- CO5:** Investigate the behavior of firms in different market structures, understanding concepts such as production costs, profit maximization, and competitive strategies
- CO6:** Identify and analyze instances of market failures, such as externalities, public goods, and imperfect competition, and evaluate the role of government intervention in addressing these failures
- CO7:** Develop the ability to apply economic thinking to decision-making in both personal and professional contexts, including evaluating trade-offs, making informed choices, and understanding the implications of economic policies

Unit No.1 Introduction to Economics

1. Meaning, Nature and Scope of Business Economics–Micro and Macro.
2. Basic Economic Problems.

3. Types of markets. And Market forces in solving economic problems.
4. Circular Flow of Income and Expenditure

No of Lectures 10

Unit No.2 Demand and Supply Analysis

1. Concept of Demand and demand Law.
2. Elasticity of Demand and their types.
3. Revenue Concepts- Total Revenue, Marginal Revenue, Average Revenue
4. Concept of Supply and Supply Law.
5. Factors affecting Supply.

No of Lectures 10

Unit No3 Cost Analysis

- 3.1 Concept of Cost.
- 3.2 Types of Cost.
- 3.3 Pricing under various market conditions.
- 3.4 Pricing Strategies used in Perfect Competition.
- 3.5 Price Determination under Monopoly.
- 3.6 Price determination under monopolistic condition.

No of Lectures 10

Unit No. 4 Distribution Theory

- 4.1 Marginal Productivity Theory of Distribution
- 4.2 Rent: Modern Theory of Rent
- 4.3 Wages: Wage Determination under Imperfect Competition –Role of Trade Union and Collective Bargaining in Wage Determination
- 4.4 Interest: Liquidity, Preference Theory of Interest
Profits: Dynamic, Innovation, Risk-Bearing and Uncertainty Bearing

No of Lectures 10

Unit 5 : PRODUCT MARKET AND PRICE DETERMINATION.

- 5.1 forms of market
- 5.2 Equilibrium price - effect of shift in demand & supply
- 5.3 Price and output determination in
 - a) Monopolistic Competition
 - b) Oligopoly

No of Lectures 08

RECOMMENDEDBOOKS

1. Textbook of Economic Theory-Stonier and Hague; Longman Green and Co, London.
2. Introduction to Positive Economics- Richard G. Lipsey
3. Business Economics(Micro)-Dr. Girija shankar; Atharva Prakashan, Pune.
4. Micro Economics- M. L. Seth
5. Micro Economics-M. L.Jhingan; Vrinda Publications, New Delhi.
6. Managerial Economics –Theory and Application- D. M. Mithani

Choice Based Credit System Syllabus (2022 Pattern)

Mapping of Program Outcomes with Course Outcomes

Class: FYBBA (Sem –I) Course Title: Micro Economics

Course: Micro Economics CourseCode: UBBA-114

Weightage: 1=weak or low relation, 2=moderate or partial relation, 3=strong or direct relation

Course Outcomes	Program Outcomes									
	PO1	PO2	PO3	PO4	PO5	PO6	PO7	PO8	PO9	PO10
CO1	2									
CO2		2								
CO3			2							
CO4		2						2		
CO5					2					
CO6							2			
CO7				2	2					

Justification for Mapping

PO1: Disciplinary knowledge.

CO1: This outcome aligns with the development of disciplinary knowledge in economics, providing students with a foundational understanding of economic principles.

PO2: Critical Thinking and Problem Solving.

CO2: Applying microeconomic models requires critical thinking skills to analyze and solve real-world problems related to consumer behavior and market dynamics.

CO4: Analyzing and interpreting consumer behavior requires critical thinking skills to understand the complex factors influencing individual choices.

PO3: Systematic research approach.

CO3: Critical assessment of resource allocation mechanisms involves a systematic research approach to understand and evaluate economic systems.

PO4: Ethical decision-making ability.

CO7: Applying economic thinking to decision-making involves ethical considerations and a commitment to lifelong learning.

PO5: Critical Attitude for lifelong learning.

CO7: Applying economic thinking to decision-making involves ethical considerations and a commitment to lifelong learning.

PO7: Political, Social and legal issues impact on business organizations in a global context.

CO6: Understanding market failures and government intervention relates to the broader context of political and legal issues impacting business organizations.

PO8: Professional network and developed an understanding of Business environment.

CO5:Understanding the behavior of firms in different market structures is essential for business management skills, including strategic planning and decision-making.

Anekant Education Society's
Tuljaram Chaturchand College of Arts, Science and Commerce, Baramati.
[Autonomous]
CBCS-Pattern2021-22
Department of Business Administration.

Class:F.Y.B.B.A.SEM I

Course code: UBBA115

Paper:5

Course Title : Business Mathematics

Total No of Lectures:48

Credit : 03

A) Course Objectives:

- 1) To understand applications of matrices in business.
- 2) To understand the Shares and Dividends.
- 3) To use L.P.P. and its applications in business.
- 4) To understand the concept of Transportation problems & its applications in business world.
- 5) To understand the concept and application of Permutations & Combinations in business
- 6) To study multivariable Matrix.

B) Course Outcome:

CO1: Identify applications of matrices in financial modelling, risk management, inventory Management and resource allocation.

CO2: Analyze and calculate dividends based on different types of stocks and dividend policies.

CO3: Formulate and solve linear programming problems to optimize resource allocation.

CO4: Analyze and interpret the results of transportation problem solutions.

CO5: Understand the basic principles of permutations and combinations.

CO6: Students will understand the matrices, solution using inverse of the coefficient matrix

CO7: Focuses on analyzing and interpreting financial data.

Unit No.1 Numerical methods and concept for business manager

- 1.1. Concept of Shares, Stock exchange, Face Value, Market Value.
- 1.2. Dividend, commission, brokerage.
- 1.3. Equity Shares, Preferential Shares, Bonus Shares.
- 1.4. Profit and loss, Percentages, Ratio and proportion, Averages

No. of Lectures 8

Unit No.2 Matrices and Determinants (up to order 3 only)

- 2.1. Multivariable data, Definition of a Matrix, Types of Matrices.
- 2.2 Algebra of Matrices, Determinants, Ad joint of a Matrix, Inverse of a Matrix via Adjoint Matrix.
- 2.3 Homogeneous System of Linear equations, Condition for Uniqueness for the homogeneous system
- 2.4 Solution of Non- homogeneous System of Linear equations (not more than three variables).

2.5 Condition for existence and uniqueness of solution, Solution using inverse of the coefficient matrix, Problems.

No. of Lectures 14

Unit No.3 Linear Programming problem & Graphical Solution and Vein Diagrams

- 3.1. Meaning of LPP.
- 3.2. Formulation of LPP and solution by graphical methods.
- 3.3 Vein diagram – Definition, Symbols used, Diagrams and Examples.

No. of Lectures 10

Unit No.4 Methods of Transportation problem (T.P.)

- 4.1. Statement and meaning of T.P.
- 4.2. Methods of finding initial basic feasible solution by North West corner Rule, Matrix.
- 4.3. Minimum method and Vogel's approximation method.
- 4.4. Simple numerical problems (concept of degeneracy is not expected).

No. of Lectures 08

Unit No.5 Permutations and Combinations

- 5.1. Permutations of 'n' dissimilar objects taken 'r' at a time (with or without repetition). $nPr = n! / (n-r)!$ (Without proof).
- 5.2. Combinations of 'r' objects taken from 'n' objects. $nCr = n! / r! (n-r)!$ (Without proof) problems, Applications.

No. of Lectures 08

Reference Books :

- 1) *Business Mathematics* by Dr. Amarnath Dikshit & Dr. Jinendra Kumar Jain.
- 2) *Business Mathematics* by V. K. Kapoor - Sultan chand & sons, Delhi
- 3) *Business Mathematics* by Bari - New Literature publishing company, Mumbai

Choice Based Credit System Syllabus (2022 Pattern)

Mapping of Program Outcomes with Course Outcomes

Class: FYBBA (Sem –I)

Course Title : Business Mathematics

Course: Business Mathematics

Course Code: UBBA115

Weightage: 1=weak or low relation, 2= moderate or partial relation, 3=strong or direct relation

Programme Outcomes(POs)										
Course Outcomes	PO1	PO2	PO3	PO4	PO5	PO6	PO7	PO8	PO9	PO 10
CO1	2		2		2	2			2	
CO2	2			2						1
CO3										
CO4	2			2				2		
CO5		2			2				2	
CO6	2									
CO7		2								

Justification for the mapping

PO1:Disciplinary Knowledge

CO1: Directly aligns with this outcome as it requires identifying applications of metrics in various business aspects.

CO2: Analyze and calculate dividend based on different types of stocks and dividend policies. Understanding and calculating dividends are crucial aspects of financial management, directly applicable to making informed business decisions.

CO6: involves the application of critical thinking skills to evaluate and solve complex business problems through mathematical modeling.

PO2: Critical Thinking and Systematic Approach

CO5: Understand the basic principles of permutations and combinations.

CO7:Focuses on analyzing and interpreting financial data, making informed decisions using quantitative techniques. Both of these outcomes require the application of knowledge acquired during the program.

PO3:Systematic research approach

CO1: Analyzing metrics in financial modeling and risk management requires critical thinking and systematic research.

PO4. Ethical Decision-Making

CO2: Analyzing and interpreting results from transportation problem solutions requires critical thinking and a systematic approach, contributing to effective problem-solving skills.

CO4: Analyze and interpret the results of transportation problem solutions.

PO5: Critical attitude for Life Long Learning

CO1: Encourage critical thinking and application of metrics in business scenarios, contributing to the development of a critical attitude.

CO5: Mathematical principles contribute to developing a critical attitude, and understanding permutations and combinations enhances problem-solving skills essential for life-long learning.

PO6: Leadership and Teamwork

CO1: Understanding how metrics apply to resource allocation can be linked to leadership and teamwork.

PO8: Business Management Skills

CO4: Analyze and interpret the results of transportation problem solutions.

PO9. Social Responsibility

CO1: Identify applications of matrices in financial modelling, risk management, inventory Management and resource allocation.

CO5: Understand the basic principles of permutations and combinations.

PO10: Entrepreneurial Mindset

CO2: Analysing dividends and understanding different stock types can contribute to the development of an entrepreneurial mindset.

Anekant Education Society's
Tuljaram Chaturchand College of Arts, Science and Commerce, Baramati.
[Autonomous]
CBCS-Pattern2021-22
Department of Business Administration.

Class:F.Y.B.B.A.SEM I

Course code: UBBA116

Paper:6

Course Title : Business Demography and Business Environment Studies

Total No of Lectures:48

Credit : 03

A) Course Objectives:

- 1 .To develop knowledge base for demographic and environmental factors affecting business.
- 2 .To make the students aware of environmental problems related to business and Commerce.
- 3 .To inculcate values of Environmental ethics amongst the students.
- 4 .To study Demographic Environment (Social, Cultural, Political, Legal).
- 4 .To study types of Population.

B)Course Outcome:

CO1: Develop strong conceptual knowledge base for demographic and environmental factors affecting business.

CO2: Knowledge base for demographic and environmental factors affecting business

CO3: Understand the environmental issues related to business.

CO4: Ability to understand concept of urbanisation and factors responsible for urbanisation.

CO5: Identify the Need of environmental studies for Business Management

CO6: Students will also gain insights into environmental problems related to business and Commerce.

CO7: Apply the concept of demography and finding various methods to calculate fertility and mortality rate

Unit NO 1: Introduction of Demographic and Demographic Environment

- 1.1Meaning, Definition, Need,
- 1.2 Importance & need of Demography Studies for Business
- 1.3 Scope of demography, interdisciplinary approach of demography
- 1.4 Components of demography: Fertility, mortality and migration
- 1.5 Measures to calculate fertility and mortality rate
16. Factors affecting fertility and mortality

No. of Lectures 10

UnitNo.2 Demographic Environment

- 2.1. Nature, Scope & Importance Demographic Environment 2.2.PopulationSize
- 2.3. Factors of Demographic Environment. 2.4. Impact of Social & Cultural components 2.5. Political & Legal Environment

No. of Lectures 10

UnitNo.3 Population as Resource

- 3.1. Meaning of resource,
- 3.2 Types of resources
- 3.3 Importance of human resource in development and growth of business
- 3.4 Concept of Literacy: importance of literate population as a resource
- 3.5 Concept of sex ratio, Concept of Age & Sex Pyramid, Types of age and sex Pyramid, age and sex pyramids of different countries
- 3.6. Population below poverty line, working population, Dependent Population

No. of Lectures 12

UnitNo.4 Rural Development & Urbanization

- 4.1 Meaning Rural Development
- 4.2 Meaning, definitions of urbanization
- 4.3 Classification of population - Urban and rural population
- 4.4 Factors responsible for urbanization and problems of urbanization
- 4.5 Urbanization as Behavioral concept, structural concepts and demographic concept
- 4.6 Urban structure and rural structure

No. of Lectures 08

UnitNo.5 Environment and Environmental issues related to Business

- 5.1. Meaning and definition of environment
- 5.2 Types of Environment
- 5.3 Physical and Cultural components of environment
- 5.4 Need of environmental studies for Business Management
- 5.5 Environment factors affecting Business–
- 5.6 Physical factors –topography, climate, minerals, water resources;
Cultural factors – infrastructure – technology tradition, political, social, education , Global warming and Kyoto Protocol, Oil Crisis and its impact on Business

No. of Lectures 8

Reference books:

- *Population Geography : R.C. Chandana, Lyall Book Depot/ KalyaniPublishers (2006)*
- *Population Geography: Qazi, S. Shah, Shargi Qazi APH Publishing Corp. New Delhi*
- *Environmental Geography: Dr. Savindra Singh Prayag PustakBhawan*
- *Geography of India: Majid Hussain Tata McGrawHill*
- *Population Geography : I Singh: Alfa Publication(2006)*
- *Business Demography and Environmental studies-Miss Joshi Sunita, Dr.Jaybhaye Ravindra-SuccessPublication,Pune*

Choice Based Credit System Syllabus (2022 Pattern)

Mapping of Program Outcomes with Course Outcomes

Class: FYBBA (Sem –I) **Course Title:** Business Demography and Environmental Studies

Course: Business Demography and Environmental Studies **Course Code:** UBBA116

Weightage: 1=weak or low relation, 2=moderate or partial relation, 3=strong or direct relation

Course Outcomes	Programme Outcomes (POs)									
	PO1	PO2	PO3	PO4	PO5	PO6	PO7	PO8	PO9	PO10
CO1			2							
CO2	3		3				3			
CO3		2		3						
CO4										
CO5		3		2		2		3	3	
CO6					3	3		2		3
CO7		2	3				3			

Justification for the mapping

PO1: Disciplinary Knowledge

CO2: Involves developing a strong knowledge base regarding demographic and environmental factors that impact businesses. It includes understanding how these factors influence various aspects of business practices, such as accounting, finance, marketing, management, economic, and human resource management.

PO2: Critical Thinking and Problem Solving

CO3: Students should gain knowledge about how environmental issues impact businesses, which is essential for understanding business functions in the context of sustainability and corporate responsibility.

CO5: Emphasizes the importance of environmental studies specifically for business management, highlighting the relevance of environmental knowledge in making informed business decisions and managing operations effectively.

CO7: Demography, fertility, and mortality rates can be relevant to understanding the human resources aspect of business functions, particularly in terms of workforce demographics.

PO3: Systematic research approach

CO1: Developing a strong conceptual knowledge base requires analyzing information, evaluating evidence, and drawing conclusions – all of which are key components of critical thinking and systematic research approaches.

CO2: Emphasizes building a knowledge base for demographic and environmental factors affecting business.

CO7: Calculating fertility and mortality rates involves critical thinking and a systematic research approach to collect and analyze demographic data.

PO4: Ethical Decision-making ability.

CO3: Students who understand these environmental issues will be better equipped to analyze and address ethical dilemmas related to business decisions with environmental consequences.

CO5: Implies recognizing the importance of environmental studies in business management, which may include ethical considerations.

PO5: Critical Attitude for Lifelong learning

CO6: Insights into environmental problems related to business and commerce are likely to develop a mindset that values ongoing learning and critical thinking in response to evolving challenges in the business and environmental landscape.

PO6: Leadership and team work skills

CO5: Involves not only individual understanding but also the ability to communicate, influence, and potentially lead others in recognizing the importance of environmental studies for effective business management.

CO6: Environmental problems related to business and commerce

PO7: Political, Cultural, and Legal issues impact on business organizations in a global

CO2: Focuses on demographic and environmental factors, it implies a broader understanding of various external factors that can affect business, including political, cultural, and legal issues.

CO7: Demographic factors are often influenced by political, cultural, and legal contexts. Analyzing fertility and mortality rates may require consideration of these issues.

PO8: Business Management Skills

CO5: Engaging with environmental studies and gaining insights into related problems may involve interactions with industry professionals, which can provide networking opportunities and contribute to professional development.

CO6: Networking skills and understanding the business environment are often developed through practical exposure and engagement with real-world issues.

PO9: Social Responsibility

CO5: Understanding the need for environmental studies in business management inherently involves recognizing the importance of corporate social responsibility and sustainability.

PO10 Entrepreneurial Mindset

CO6: An entrepreneurial mindset involves the ability to identify opportunities and solve problems creatively, gaining insights into environmental problems related to business and commerce.

Anekant Education Society's
Tuljaram Chaturchand College of Arts, Science and Commerce, Baramati.
Department of Business Administration [BBA]

Name of Course : Fundamentals of Accounting & Banking.

Course Duration : **8 Weeks**

Credits: **2 points.**

Fees : **500 Rs.**

Eligibility : BBA & B.com students.

About Course :

This course will teach you the fundamentals of financial accounting & Banking. Starting with the basics of recording transactions as journal entries and posting them to the final accounts, you will learn how to prepare a balance sheet, income statement, and cash flow statement. The Basics of Banking will introduce participants to basic banking concepts, such as Why savings are needed, Why save in a bank, Banking products-ATM card, Banking Instruments-Cheque, Demand Draft (DD), Banking Services Delivery Channels, Know Your Customer (KYC), Opening of bank account and documents required, Types of bank accounts, Bank's services including remittances, loan, mobile banking, Overdraft, Pension etc.

Objectives of the course:

1. To enable the students to acquire sound knowledge of basic concepts of accounting.
2. To impart basic accounting knowledge.
3. To impart the knowledge about recording of transactions and preparation of final accounts.
4. To acquaint the students about Basic Banking Concepts and Implementations.

Course outcome:

CO1: Students will understand the basic principles and concepts of accounting and banking.

CO2: Students will develop the skills to analyze and interpret financial statements.

CO3: Students will be able to perform basic accounting transactions and record them accurately.

CO4: Students will gain a comprehensive understanding of the different types of banking operations and services.

CO5: Students will learn about the role of banks in the economy and their impact on financial markets.

CO6: Students will be able to evaluate the financial performance and stability of banks.

Content / Syllabus of Course :

<u>Sr.No</u>	<u>Unit Name</u>	<u>Topic</u>	<u>Hrs.Alloted</u>
1	Theoretical Framework	Meaning and Scope of Accounting; Accounting Concepts; Accounting Principles, Conventions and Standards Concepts, Objectives, Benefits; Accounting Policies; Accounting as a Measurement. Documents & Books of Accounts: Invoice, Vouchers,	10
2	Accounting Process	Documents & Books of Accounts: Invoice, Vouchers, Debit & Credit Notes, Day books, Journals, Ledgers and Trial Balance Capital and Revenue: Expenditures and Receipts; Contingent Assets and Contingent Liabilities	05
3	Preparation of Final Accounts for Sole Proprietors	Preparation of Profit & Loss Account, Balance Sheet.	05
4	Financial Literacy For Banking Scheme And Applications	Introduction of Financial Software used in Companies. Why Savings are needed? Banking Products & Types of Account Banking Service Delivery Channels Bank Branch, ATM Bank Mitra with Micro ATM Internet Banking National Electronic Fund Transfer (NEFT), Real Time Gross Settlement (RTGS) National Pension Scheme Public Provident Fund (PPF) Scheme Bank on your mobile Mobile Banking	10

Anekant Education Society's
Tuljaram Chaturchand College of Arts, Science and Commerce, Baramati.
[Autonomous]
Department of Business Administration.
CBCS-Pattern 2021-22

Class: F.Y.B.B.A.SEM I

Course Code: UBBA111

Paper: 1

Course Title: Business Organization and Corporate Environment

Total No of Lectures: 48

Credit: 03

A) Course Objectives:

6. To give the Practical knowledge of Business Organization & System.
7. To make the students aware about various activities of business, business practices and recent trends in business world.
8. To study the challenges before the business and setting up of a business enterprise.
9. To develop the spirit of entrepreneurship among the students.
10. To understand the evolution of industry and emergence of MNCs.

B) Course Outcome:

CO1: Ability to understand the Evolution of Industry and Emergence of MNCs.

CO2: Understand the Recent Trends in Business.

CO3: Identify the Forms of Business Organisation-Sole Proprietorship, Partnership, Joint stock Company

CO4: Understand role and functions of modern business.

CO5: Develop right understanding regarding business environment.

CO6: Understand modern commerce performs new business initiatives.

CO7: Evaluate changes in the working pattern of modern organisations

Unit 1 Introduction and Evolution of Business

- 1.1 Meaning of business, Characteristics of Business, Division of Business, Objectives of Business, and Requisites for success in Business.
- 1.2 Development of commerce, Evolution of Industry, Globalization, Emergence of MNCs.
- 1.3 Recent Trends- Mergers and Acquisitions, Networking, Franchising. BPOs and KPOs, ECommerce. Online trading, Patents, trademarks and Copyrights Challenges before Indian business sector.
- 1.4 Provisions in Indian Constitution for Business.

No. of Lectures 12

Unit 2 Types of Business Organizations

- 2.1 Mixed Economy-Private Sector, Public Sector, Co-operative Sector, Joint Sector, Service Sector.
- 2.2 Forms of Business Organizations-Sole proprietorship, Partnership Firm, Joint stock company
- 2.3 Features, Merits, Demerits and suitability of various forms of Business.

No. of Lectures 10

Unit 3 Setting up of a Business Enterprise

3.1 Decision in Setting up of an Enterprise, Opportunity and ideas generation, Role of creativity and innovation.

3.2 Project Report- Business Size and Location decisions, Factors to be considered in start in new unit, Government policies.

No. of Lectures 10

Unit 4 Domestic and Foreign Trade

4.1 domestic trade-concept of domestic Wholesale and Retail Trade

4.2 foreign trade-concept of export import, export and import procedure.

No. of Lectures 8

Unit 5 Corporate environment

5.1 Corporate capital -Share capital-meaning, types of share merits, demerits

5.2 Corporate Meetings: Meeting-Meaning and Definition. Types of meeting statutory meeting, Annual General Meeting, Extraordinary General Meeting.

5.3 Board Meeting and Resolution

No. of Lectures 08

Recommended Books:

9. Modern Business Organization- S.A. Sherlekar
10. Industrial Organization Management- Sherlekar
11. Business Organization and management–Y. K. Bhushan
12. Business Organization and system – Dr. M. V. Gite, Dr.R. D. Darekar,
Prof. S. N. Nanaware, Dr. V. D. Barve- Success Publication, Pune
13. Business Environment-F. Cherunilam.
14. Business Organization & Management–C.B.Gupta.
15. Entrepreneurial Development–S.S.Khanna.
16. Organizing and Financing of Small-scale Industry– Dr.V.Desai

Choice Based Credit System Syllabus (2022 Pattern)

Mapping of Program Outcomes with Course Outcomes

Class: F.Y.B.B.A. (Semester-I)

Course Title: Business Organization and Corporate Environment

Course: Business Organization and Corporate Environment

Course Code: UBBA111

Weightage: 1= weak or low relation, 2= moderate or partial relation, 3=strong or direct relation

Course Outcomes	Programme Outcomes(POs)									
	PO1	PO2	PO3	PO4	PO5	PO6	PO7	PO8	PO9	PO10
CO1										
CO2										
CO3				2						
CO4	3	3		3						
CO5			2		3		3	3	3	
CO6						3				3
CO7		2	3				3			

Justification for the mapping

PO1: Disciplinary Knowledge

CO4: Understanding the various roles and functions of modern businesses, which include accounting, finance, marketing, management, economic, and human resource management.

PO2: 2. Critical Thinking and Problem Solving

CO4: Gaining knowledge and comprehension of the various functions within a business, such as finance, marketing, operations, human resources, and more. It encompasses understanding how these functions work together to achieve the goals and objectives of a business.

CO7: Understanding changes in the working pattern of modern organizations involves assessing how various business functions are affected.

PO3: Systematic research approach

CO5: This competency involves developing a comprehensive understanding of the business environment, including factors such as market trends, competition, regulatory frameworks, and customer preferences. It requires critical thinking and systematic research to identify issues, gather relevant information, evaluate evidence, and draw conclusions to find effective solutions to business problems.

CO7: Evaluating changes in the working pattern requires critical thinking and a systematic research approach to identify and understand the implications of those changes.

PO4: Ethical Decision-making ability.

CO3: Ethical decision is needed for the various forms of Business Organisation like Sole Proprietorship, Partnership, Joint stock Company

CO4: Understand role and functions of modern business may indirectly contribute to ethical decision-making by providing a foundation of knowledge about business operations and functions, which can help individuals analyze and address ethical dilemmas in a business context.

PO5: Critical Attitude for Lifelong learning.

CO5: This competency involves developing a critical attitude and mindset towards learning, specifically in relation to understanding the business environment. It emphasizes the importance of continuously learning and adapting to changes in the business environment to stay relevant and successful in the long term.

PO6: Leadership and team work skills

CO6: Understand modern commerce performs new business initiatives may align with this statement. This competency involves understanding how modern commerce operates and initiates new business initiatives, which often requires effective leadership and teamwork to achieve common goals.

PO7: Political, Cultural, and Legal issues impact on business organizations in a global context.

CO5: Developing a comprehensive understanding of the business environment, including political, cultural, and legal factors, and how they influence business organizations on a global scale. It emphasizes the ability to evaluate and analyze these factors and their impact on various aspects of business management, economics, and marketing.

CO7: Changes in the working pattern may be influenced by political, cultural, and legal factors, and evaluating these issues is relevant.

PO8: Business Management Skills

CO5: Creating opportunities for students to network with industry professionals and engage in activities that contribute to their professional development. Students can enhance their networking skills, establish a professional network, and gain a deeper understanding of the business environment.

PO9: Social Responsibility

CO5: Developing an understanding of the business environment, including the importance of corporate social responsibility and sustainability. It emphasizes the need for graduates to possess the knowledge and skills to contribute to the betterment of society through responsible business practices.

PO10: Entrepreneurial Mindset

CO6: Understanding of how modern commerce operates and how new business initiatives are undertaken. It involves cultivating an entrepreneurial mindset that enables individuals to identify and capitalize on business opportunities, fostering innovation and growth.

Anekant Education Society's
Tuljaram Chaturchand College of Arts, Science and Commerce, Baramati.
[Autonomous]
CBCS-Pattern2021-22
Department of Business Administration.

Class: F.Y.B.B.A.SEM I

Course Code: UBBA112

Paper: 2

Course Title : Professional Communication Skills

Total No of Lectures: 48

Credit: 03

A) Course Objectives

1. To give detailed understanding about business environment and organization structures.
2. To develop an entrepreneurial attitude among the students.
3. To make students capable of becoming dynamic managers, capable of taking various decisions and communicating effectively to different groups of people.
4. To understand and gain knowledge of various manufacturing and service industries.
5. Understand and apply communication theory.
6. Critically think about communication processes and messages.
7. Interact skilfully and ethically.

C) Course Outcome

- CO1:** Develop interpersonal communications skills that are required for social and business Interaction.
- CO2:** Ability to handle the interview process confidently Learn the subtle nuances of an effective Group discussion.
- CO3:** Communicate fluently and sustain comprehension of an extended discourse.
- CO4:** Demonstrate the use of basic and advanced business writing skills.
- CO5:** To communicate contextually in specific personal and professional situations with courtesy.
- CO6:** To inject humors in their regular interactions.
- CO7:** Understand the importance of nonverbal communication and utilize it effectively

Unit 1: Introduction to Communication.

- 1.6 Meaning and definition. Process and elements in communication process.
- 1.7 Need of effective communication.
- 1.8 Principles of Effective communication.
- 1.9 Role of Communication in social and economic system
- 1.10 Barriers to communication and over comings

No. of Lectures 08

Unit 2: Methods and types of Communication

- 2.1 Methods of Communications: Linguistics, Non- Linguistics and Para- Linguistics.
- 2.3 Verbal and Nonverbal communication.

2.3 Oral Communication

2.3.1 Meaning, nature and scope - Principles of effective oral communication. Techniques of effective speech - Media of oral communication (Face-to-face conversation -Teleconferences – Press Conference – Demonstration – Radio Recording- Dictaphone, Phonetics and its application in oral communication.

2.3.2 Rumor-Grapevine-Group Discussion

2.3.3 The art of listening-Principles of good listening.

No. of Lectures 10

Unit 3: Business Letters

3.1 Standard Formats of Business Letter.

Need and functions of business letters - Planning & layout of business letter -Kinds of business letters - Essentials of effective correspondence.

3.2 Drafting of Business Letters

Enquiries and replies to enquiry, Placing and fulfilling orders, Complaints and Follow-up letter, Sales Letters, Circular letters, Application for employment and Resume memos.

3.3 Email writing.

No. of Lectures 10

Unit 4: Application of Communication Skills in Business Organization

4.1 Modern office Communication

Electronic communication – Telephone, EPBAX System Tele-Conferencing, answering machines, E-mail, voice-mail, Fax, Internet, Audio – Visual aids etc.

4.2 Group Decision-Making Process.

4.3 Conflict and Negotiations.

4.4 Presentation and Interviews.

4.5 Customer Care/Customers Relations.

No. of Lectures 10

Unit 5: Reporting to Management

5.1 Principles of writing reports for management,

5.2 Types of reports, Structures of report.

5.3 Preparation/ Collection of Information,

5.4 Use of graphs, presentation of reports,

No. of Lectures 10

Recommended Books:

- 3) Business Communication - K. K. Sinha - Galgotia Publishing Company, New Delhi.
- 2) Media and Communication Management - C. S. Rayudu - Himalaya Publishing House, Bombay.
- 3) Essentials of Business Communication - Rajendra Pal and J. S. Korlhalli - Sultan Chand & Sons, New Delhi.
- 4) Business Communication (Principles, Methods and Techniques) Nirmal Singh – Deep & Deep Publications Pvt. Ltd., New Delhi.
- 5) Business Communication - Dr. S.V. Kadvekar, Prin. Dr. C. N. Rawal and Prof. Ravindra Kothavade - Diamond Publications, Pune.

- 6)Business Correspondence and Report Writing - R. C. Sharma, Krishna Mohan
- TataMcGraw-Hill Publishing Company Limited, New Delhi.
- 7)Communicate to Win - Richard Denny - Kogan Page India Private Limited, New Delhi.
- 8)Modern Business Correspondence - L. Gartside - The English Language Book
Societyand Macdonald and Evans Ltd.
- 9)Business Communication - M. Balasubramanian - Vani Educational Books

Choice Based Credit System Syllabus (2022 Pattern)
Mapping of Program Outcomes with Course Outcomes

Class: FYBBA (Sem –I)

Course Title : Professional Communication Skills

Course: Professional Communication Skills Course Code: BBA112

Weight age: 1=weak or low relation, 2=moderate or partial relation, 3=strong or direct relation

Course Outcomes	Programme Outcomes (POs)									
	PO1	PO2	PO3	PO4	PO5	PO6	PO7	PO8	PO9	PO10
CO1	3	3	2	2	3		2			3
CO2	3	3	2	3	3	2		2	1	3
CO3	2	3	1		3	2				
CO4	3	3	2	1	3	2	2	3	2	3
CO5	2	2		3	3	2		2		
CO6	3	2	2	2	3	3	2			
CO7	1			1						

Justification for the mapping

PO1: Disciplinary Knowledge

CO1: Students will Identify and apply appropriate management techniques for managing business. this outcome is directly related to the application of knowledge for business practices.

CO2: Students will understand different planning methodologies and decision-making models allow individuals to make informed choices and develop effective strategies to achieve organizational objectives.

CO3: Course outcome emphasizes the application of knowledge gained during the course to practical scenarios, ensuring that management principles are put into action to drive positive outcomes for the organization.

CO4: Course outcome highlights the ability to apply knowledge about managerial tasks in diverse Circumstances.

CO5: Student will understand the requirement of a good control system and control techniques is vital for implementing effective business practices

CO6: Course outcome will focuses on the application of techniques for controlling and coordination in business settings. By demonstrating these techniques, individuals showcase their ability to apply knowledge to effectively manage and coordinate activities within an organization, fostering efficiency, collaboration and achievement of desired outcomes.

CO7: this course outcome involves understanding the various elements of nonverbal communication and how they can be used effectively.

PO2: Critical Thinking and Problem Solving

CO1: Navigating social and business interactions often requires addressing challenges, conflicts, or misunderstandings, which involves problem-solving skills.

CO2: Involves critically assessing questions, formulating thoughtful responses, and analyzing group dynamics during discussions or interviews.

CO3: Involves actively processing information, critically evaluating content, and making informed decisions

about how to respond or engage in extended conversations.

CO4: Requires evaluating the purpose, audience, and content critically to convey messages effectively in business writing.

CO5: Involves considering the context, cultural nuances, and potential impact of communication on relationships and professional interactions

CO6: Choosing appropriate and effective humor involves solving the problem of engaging others positively and fostering a positive communication environment.

PO3: Systematic research approach

CO1: Critical thinking is involved in identifying and selecting the most appropriate management techniques for specific business situations. It requires evaluating different options, considering their pros and cons, and making informed decisions based on logical reasoning and analysis.

CO2: Critical thinking is essential in conceptualizing planning and decision-making processes. It involves analyzing different theories, models, and concepts related to planning and decision making and understanding their underlying principles and assumptions.

CO3: Students will integrate management principles into practice require critical thinking skills to analyze and evaluate how these principles can be effectively applied in real-world business scenarios. It involves considering various variables, constraints, and trade-offs to develop practical solutions.

CO4: Critical thinking plays a crucial role in specifying how managerial tasks can be executed in diverse circumstances. It involves analyzing the unique characteristics and challenges of each circumstance and developing tailored approaches and strategies accordingly

CO6: Critical thinking is involved in demonstrating techniques for controlling and coordination. It requires analyzing complex situations, identifying potential issues and challenges, and developing strategies to effectively control and coordinate activities.

PO4: Ethical Decision making ability.

CO1: Students will understand Ethical decision-making is crucial when selecting and applying management techniques.

CO2: Students will understand Ethical decision-making is embedded within the planning and decision-making process.

CO4: Ethical decision-making is critical in executing managerial tasks ethically. When planning, organizing, and controlling activities, managers need to consider ethical implications and ensure that their actions are in line with ethical standards and organizational values.

CO5: Ethical decision-making is important in understanding the requirements of a good control system.

CO6: Ethical decision-making is inherent in demonstrating techniques for controlling and coordination.

CO7: Nonverbal communication, such as facial expressions, body language, and gestures, can convey emotions and attitudes that words alone may fail to express. Understanding and using nonverbal cues effectively can increase empathy towards others, enabling individuals to better understand their perspectives and make ethical decisions that consider the interests and well-being of all parties involved.

PO5: Critical Attitude for Lifelong learning.

CO1: Students will have a critical attitude for lifelong learning means continuously questioning and

evaluating existing management techniques

CO2: A critical attitude for lifelong learning encourages individuals to critically examine different planning and decision-making models, theories, and frameworks

CO3: A critical attitude for lifelong learning means critically examining management principles and their applicability in real-world situations.

CO4: Course outcome involves critically analyzing different circumstances, considering external factors, and continuously seeking ways to adapt planning, organizing, and controlling techniques to achieve better results.

CO5: Course outcome involves staying updated with advancements in technology, industry practices, and regulatory requirements, and being open to adopting new control systems and techniques that improve organizational performance and compliance.

CO6: It encourages students individually to critically assess their strengths and weaknesses, seek feedback from others, and actively seek opportunities for self-improvement through continuous learning and development.

PO6: Leadership and team work skills

CO2: Planning and decision-making are fundamental leadership skills and involve considering different Perspectives, gathering input from team members, and reaching consensus.

CO3: Student will Integrate management principles into practice is essential for effective leadership.

CO4: Student will understand how managerial tasks can be executed in different circumstances helps teams adjust their approach based on the specific needs and challenges they face.

CO5: Students need to understand the requirement of a good control system and control techniques to monitor progress, evaluate performance, and ensure accountability.

CO6: Controlling and coordination are crucial leadership skills

PO7: Political, cultural, and legal issues impact on business organizations in a global context.

CO1: Student will understand political, cultural, and legal issues are crucial for effective management in a global context.

CO4: Political, cultural, and legal influences can significantly impact how planning, organizing, and controlling are carried out in different global circumstances

CO6: Effectively controlling and coordinating activities across different cultures, legal systems, and political environments requires an understanding of how these factors impact organizational dynamics

PO8: Business Management Skills

CO2: Course outcome will developed a conceptual understanding of these processes enables managers to make informed decisions and set strategic goals for their organizations.

CO4: Planning, organizing, and controlling are key managerial tasks that need to be executed in different circumstances

CO5: A good control system is crucial for effective business management. Understanding the requirements of such a system helps managers monitor performance, identify areas for improvement, and implement appropriate control techniques to achieve desired outcomes.

PO9: Social Responsibility

CO2: Course outcome will help to make decisions and planning for the future, managers with a conceptual knowledge of social responsibility can consider the potential impacts on various stakeholders and choose actions that align with ethical and socially responsible practices.

CO4: Course outcome will help within the context of social responsibility; managers must plan, organize, and control operations in a way that promotes ethical behavior, sustainability, fairness, and community well-being

PO10 Entrepreneurial Mindset

CO1: Student will have an entrepreneurial mindset involves being proactive, innovative, and seeking opportunities.

CO2: Student will have a conceptual knowledge about planning and decision-making from an entrepreneurial perspective involves considering risks, rewards, and potential innovations when creating plans and making decisions for a business venture.

CO4: Course outcome will Specify how managerial tasks of planning, organizing, and controlling can be executed with an entrepreneurial mindset involves being open to adjusting plans, being resourceful in organizing and utilizing available resources, and demonstrating adaptability in controlling and adjusting strategies based on changing circumstances.

Anekant Education Society's
Tuljaram Chaturchand College of Arts, Science and Commerce, Baramati.
[Autonomous]
CBCS-Pattern2021-22
Department of Business Administration.

Academic Year 2021-2022

Class: F.Y.B.B.A.SEM I

Course Code: UBBA113

Paper: 3

Course Title: Financial Accounting

Total No of Lectures: 48

Credit: 3

(A)Course Objectives:-

- 1) To impart knowledge about basic Accounting.
- 2) To provide understanding of nature, importance and structure of accounting related area.
- 3) To learn about Accounting concept, Principals, Conventions and accounting standards.
- 4) To impart the knowledge about recording of transactions and preparation of final accounts.
- 5) To learn the concept of Bank Reconciliation Statement.
- 6) To understand latest accounting software packages.

(B)Course Outcomes:-

CO1: The outcome of this course is to enable the students to acquire sound knowledge of basic concepts of accounting & practical knowledge.

CO2: To develop competence to apply various concepts in Business Accounting.

CO3: Ability to understand about the Financial Statements.

CO4: Understand the role and importance of Accounting in Business.

CO5: Identify and interpret accounting information to inform users and make decisions.

CO6: Apply critical thinking skills by identifying and analyzing accounting issues using relevant accounting frameworks.

CO7: Understand the Accounting Software knowledge regarding Accounting systems.

Unit No 1 Introduction

- 1.1 Financial Accounting-definition and Scope,
- 1.2 objectives, Accounting concepts,
- 1.3 Principles and conventions.
- 1.4 Accounting Standards in general: - AS1, AS2, AS6.

No. of Lectures 6

Unit 2 Recording Transactions and Preparing Final Accounts

- 2.1 Voucher system; Accounting Process, Journals, Ledger, Cash Book, subsidiary books, Trial
- 2.2 Balance preparation of Final Accounts of Sole Proprietorship (Trading and Profit & Loss Account and Balance Sheet)

No. of Lectures 18

Unit 3 Bank Reconciliation Statement

Meaning , importance and preparation of Bank Reconciliation Statement
Bank Reconciliation Statement of any Business Organization (Practical)

No. of Lectures 06

Unit 4 Depreciation (Transfer of Value- Appreciation)

3.1 Meaning, need, importance and methods of charging depreciation - Written Down Value, Straight Line Method.

No. of Lectures 8

Unit 5 Computerized Accounting Systems

5.1 Types of Accounting software

5.2 Tally- Company Creation, Group Creation, Accounting Voucher Creation; recording transactions; preparing reports, cash book, bank book, ledger accounts, trial balance, Profit and loss account, Balance Sheet.

No. of Lectures 10

Allocation of Marks:

Theory - 30%

Practical problems - 70%

Recommended Books

9. Fundamentals of Accounting & Financial Analysis: By Anil Chowdhry(Pearson Education)
10. Business Accounting-Dr.G.M.Dumbre, Dr.Kishor Jagtap,Dr.A.H.Gaikwad, Dr.N.M.Nare-
11. Success Publication,Pune
12. Financial accounting: By Jane Reimers (Pearson Education)
13. Accounting Made Easy By Rajesh Agarwal & R Srinivasan (Tata McGraw –Hill)
14. Financial Accounting For Management: By Amrish Gupta (Pearson Education)
15. Financial Accounting For Management: By Dr. S. N. Maheshwari (Vikas Publishing)
16. Advanced Accounts – M.C. Shukla and S P Grewal (S.Chand & Co., New Delhi)

Choice Based Credit System Syllabus (2022 Pattern)

Mapping of Program Outcomes with Course Outcomes

Class: FYBBA (Sem –I) **Course Title :** Financial Accounting

Course: Financial Accounting **Course Code:** UBBA-113

Weight age: 1=weak or low relation, 2=moderate or partial relation, 3=strong or direct relation

	Programme Outcomes(POs)									
Course Outcomes	PO1	PO2	PO3	PO4	PO5	PO6	PO7	PO8	PO9	PO10
CO1	3	2			2					2
CO2	2				1	2				
CO3	3				2					
CO4	2	2	2		1	2	2			
CO5				2	2		2			
CO6		2	2	2	1	2		2		3
CO7	7				1					

Justification for the mapping

PO1:- Disciplinary Knowledge

CO1: Business Accounting skills are essential for evaluating the financial performance of a business. This involves comparing actual results against budgeted or forecasted figures, identifying variances, and taking corrective actions if necessary.

CO2: Accounting provides tools for evaluating the performance of different business segments. Managers use financial statements to assess the profitability and efficiency of various departments, helping them make informed decisions about resource allocation.

CO3: Understanding financial statements is crucial for making informed business decisions. Financial statements provide a comprehensive overview of a company's financial health and performance. Here's how the application of knowledge about financial statements relates to business practices

CO4: Accounting plays a crucial role in business by providing a systematic way to record, analyze, and communicate financial information. The role and importance of accounting in business are multifaceted, and its application to knowledge for business practices is vital for several reasons. Accounting involves the systematic recording of financial transactions, summarizing them in financial statements such as the income statement, balance sheet, and cash flow statement.

CO6: Understanding accounting software is crucial for effective financial management in business. Accounting software streamlines and automates various accounting processes, making it easier to manage financial transactions, generate reports, and ensure compliance with accounting standards. Here's how knowledge of accounting software relates to business practices.

PO2: Critical Thinking and Problem Solving

CO1: Acquiring sound knowledge of basic accounting concepts involves critical thinking to understand and apply these concepts practically.

CO4: Recognizing the role and importance of accounting in business may involve critical evaluation and problem-solving to address challenges within a business context.

CO6: Applying critical thinking skills to identify and analyze accounting issues using relevant frameworks aligns with the specific focus of the critical thinking and problem-solving program outcome.

PO3: Systematic Research Approach

CO4: Understanding the role and importance of accounting in business may involve critical analysis and systematic research to explore how accounting practices impact business operations.

CO6: Applying critical thinking skills to identify and analyze accounting issues may be strengthened by incorporating a systematic research approach to gather evidence and support arguments.

PO4: Ethical Decision-making ability.

CO5: Identifying and interpreting accounting information for decision-making implies the application of critical thinking skills.

CO6: Applying critical thinking skills to identify and analyze accounting issues using relevant frameworks aligns with the specific focus of the critical thinking and problem-solving program outcome.

PO5: Critical Attitude For Life-long Learning

CO1: Acquiring sound knowledge of basic accounting concepts sets the foundation for lifelong learning, as students are expected to build upon this foundation as they encounter new developments in the accounting field.

CO2: Developing competence in applying various concepts in business accounting requires an understanding that the accounting landscape evolves, necessitating ongoing learning to apply the latest practices.

CO3: Understanding financial statements may involve staying informed about changes in accounting standards and reporting requirements, showcasing the importance of lifelong learning.

CO4: Understanding the role and importance of accounting in business requires continuous learning to adapt to changes in business environments and regulatory landscapes.

CO5: Identifying and interpreting accounting information for decision-making implies a need for ongoing learning to keep abreast of new information and tools.

CO6: Applying critical thinking skills to identify and analyze accounting issues involves staying updated on emerging issues and evolving frameworks, showcasing the need for lifelong learning.

CO7: Understanding accounting software and systems necessitates ongoing learning to adapt to changes in technology and software applications.

PO6: Leadership and team work skills

CO2: Leadership involves guiding individuals in applying their skills effectively. A leader with strong teamwork skills can create a collaborative environment where team members collectively develop competence in applying various business accounting concepts.

CO4: Leadership skills can be crucial in conveying the importance of accounting in a business context. Teamwork can amplify this understanding as team members share insights and perspectives, contributing to a more comprehensive understanding.

CO6: Leadership can guide the team in applying critical thinking skills to accounting issues. Teamwork enables the pooling of diverse critical perspectives, enhancing the depth and breadth of analysis.

CO7: Leadership can support the team in acquiring and applying knowledge of accounting software. Teamwork facilitates learning through shared experiences and collaborative problem-solving when dealing with accounting systems.

PO7: Political, Cultural, and Legal issues impact on business organizations in a global context.

CO4: Awareness of political, cultural, and legal issues provides a broader perspective on the role and importance of accounting in a globalized business setting, emphasizing the need for adaptability and responsiveness.

CO5: Knowledge of global political, cultural, and legal issues allows individuals to identify and interpret accounting information with a broader understanding, enabling more informed decision-making in an international business environment.

PO8: Business Management Skills

CO2: Entrepreneurial individuals often need to apply a diverse set of business concepts, including accounting, to create and manage their ventures. Developing competence in applying business accounting concepts aligns with the proactive and adaptive nature of an entrepreneurial mindset.

CO7: Entrepreneurs often leverage technology for efficient business operations, including accounting systems. Understanding accounting software aligns with the entrepreneurial mindset, which seeks innovative ways to streamline processes and utilize technology effectively.

Anekant Education Society's
Tuljaram Chaturchand College of Arts, Science and Commerce, Baramati.
[Autonomous]
CBCS-Pattern2021-22
Department of Business Administration.

Class: F.Y.B.B.A.SEM I

Course code: UBBA114

Paper: 4

Subject Name: Micro Economics.

Total No of Lectures: 48

Credit:-03

A) Course Objectives:

1. To expose students to basic micro economic concepts.
2. To apply economic analysis in the formulation of business Policies.
3. To use economic reasoning to problems of business.

B) Course Outcome:

- CO1:** Demonstrate a solid understanding of basic economic principles, such as supply and demand, opportunity cost, elasticity, and market structures.
- CO2:** Apply microeconomic models to analyze real-world scenarios and make predictions about the behavior of consumers, firms, and markets.
- CO3:** Critically assess how resources are allocated in various economic systems and evaluate the efficiency and equity implications of different resource allocation mechanisms.
- CO4:** Analyze and interpret consumer behavior, including factors influencing individual choices, utility maximization, and the impact of changes in prices or income on consumption patterns.
- CO5:** Investigate the behavior of firms in different market structures, understanding concepts such as production costs, profit maximization, and competitive strategies
- CO6:** Identify and analyze instances of market failures, such as externalities, public goods, and imperfect competition, and evaluate the role of government intervention in addressing these failures
- CO7:** Develop the ability to apply economic thinking to decision-making in both personal and professional contexts, including evaluating trade-offs, making informed choices, and understanding the implications of economic policies

Unit No.1 Introduction to Economics

5. Meaning, Nature and Scope of Business Economics–Micro and Macro.
6. Basic Economic Problems.

7. Types of markets. And Market forces in solving economic problems.
8. Circular Flow of Income and Expenditure

No of Lectures 10

Unit No.2 Demand and Supply Analysis

6. Concept of Demand and demand Law.
7. Elasticity of Demand and their types.
8. Revenue Concepts- Total Revenue, Marginal Revenue, Average Revenue
9. Concept of Supply and Supply Law.
10. Factors affecting Supply.

No of Lectures 10

Unit No3 Cost Analysis

- 3.1 Concept of Cost.
- 3.2 Types of Cost.
- 3.3 Pricing under various market conditions.
- 3.4 Pricing Strategies used in Perfect Competition.
- 3.5 Price Determination under Monopoly.
- 3.6 Price determination under monopolistic condition.

No of Lectures 10

Unit No. 4 Distribution Theory

- 4.1 Marginal Productivity Theory of Distribution
- 4.2 Rent: Modern Theory of Rent
- 4.3 Wages: Wage Determination under Imperfect Competition –Role of Trade Union and Collective Bargaining in Wage Determination
- 4.4 Interest: Liquidity, Preference Theory of Interest
Profits: Dynamic, Innovation, Risk-Bearing and Uncertainty Bearing

No of Lectures 10

Unit 5 : PRODUCT MARKET AND PRICE DETERMINATION.

- 5.1 forms of market
- 5.2 Equilibrium price - effect of shift in demand & supply
- 5.3 Price and output determination in
 - a) Monopolistic Competition
 - b) Oligopoly

No of Lectures 08

RECOMMENDED BOOKS

7. Textbook of Economic Theory-Stonier and Hague; Longman Green and Co, London.
8. Introduction to Positive Economics- Richard G. Lipsey
9. Business Economics(Micro)-Dr. Girija shankar; Atharva Prakashan, Pune.
10. Micro Economics- M. L. Seth
11. Micro Economics-M. L.Jhingan; Vrinda Publications, New Delhi.
12. Managerial Economics –Theory and Application- D. M. Mithani

Choice Based Credit System Syllabus (2022 Pattern)

Mapping of Program Outcomes with Course Outcomes

Class: FYBBA (Sem –I) **Course Title:**Micro Economics

Course: Micro Economics **CourseCode:** UBBA-114

Weightage: 1=weak or low relation, 2=moderate or partial relation, 3=strong or direct relation

Course Outcomes	Program Outcomes									
	PO1	PO2	PO3	PO4	PO5	PO6	PO7	PO8	PO9	PO10
CO1	2									
CO2		2								
CO3			2							
CO4		2						2		
CO5					2					
CO6							2			
CO7				2	2					

Justification for Mapping

PO1: Disciplinary knowledge.

CO1: This outcome aligns with the development of disciplinary knowledge in economics, providing students with a foundational understanding of economic principles.

PO2: Critical Thinking and Problem Solving.

CO2: Applying microeconomic models requires critical thinking skills to analyze and solve real-world problems related to consumer behavior and market dynamics.

CO4: Analyzing and interpreting consumer behavior requires critical thinking skills to understand the complex factors influencing individual choices.

PO3: Systematic research approach.

CO3: Critical assessment of resource allocation mechanisms involves a systematic research approach to understand and evaluate economic systems.

PO4: Ethical decision-making ability.

CO7: Applying economic thinking to decision-making involves ethical considerations and a commitment to lifelong learning.

PO5: Critical Attitude for lifelong learning.

CO7: Applying economic thinking to decision-making involves ethical considerations and a commitment to lifelong learning.

PO7: Political, Social and legal issues impact on business organizations in a global context.

CO6: Understanding market failures and government intervention relates to the broader context of political and legal issues impacting business organizations.

PO8: Professional network and developed an understanding of Business environment.

CO5: Understanding the behavior of firms in different market structures is essential for business management skills, including strategic planning and decision-making.

Anekant Education Society's
Tuljaram Chaturchand College of Arts, Science and Commerce, Baramati.
[Autonomous]
CBCS-Pattern2021-22
Department of Business Administration.

Class:F.Y.B.B.A.SEM I

Course code: UBBA115

Paper:5

Course Title : Business Mathematics

Total No of Lectures:48

Credit : 03

A) Course Objectives:

- 1) To understand applications of matrices in business.
- 2) To understand the Shares and Dividends.
- 3) To use L.P.P. and its applications in business.
- 4) To understand the concept of Transportation problems & its applications in business world.
- 5) To understand the concept and application of Permutations & Combinations in business
- 6) To study multivariable Matrix.

B) Course Outcome:

CO1: Identify applications of matrices in financial modelling, risk management, inventory Management and resource allocation.

CO2: Analyze and calculate dividends based on different types of stocks and dividend policies.

CO3: Formulate and solve linear programming problems to optimize resource allocation.

CO4: Analyze and interpret the results of transportation problem solutions.

CO5: Understand the basic principles of permutations and combinations.

CO6: Students will understand the matrices, solution using inverse of the coefficient matrix

CO7: Focuses on analyzing and interpreting financial data.

Unit No.1 Numerical methods and concept for business manager

- 1.1. Concept of Shares, Stock exchange, Face Value, Market Value.
- 1.2. Dividend, commission, brokerage.
- 1.3. Equity Shares, Preferential Shares, Bonus Shares.
- 1.4. Profit and loss, Percentages, Ratio and proportion, Averages

No. of Lectures 8

Unit No.2 Matrices and Determinants (up to order 3 only)

- 2.1. Multivariable data, Definition of a Matrix, Types of Matrices.
- 2.2 Algebra of Matrices, Determinants, Ad joint of a Matrix, Inverse of a Matrix via Adjoint Matrix.
- 2.3 Homogeneous System of Linear equations, Condition for Uniqueness for the homogeneous system
- 2.4 Solution of Non- homogeneous System of Linear equations (not more than three variables).
- 2.5 Condition for existence and uniqueness of solution, Solution using inverse of the coefficient matrix, Problems.

No. of Lectures 14

Unit No.3 Linear Programming problem & Graphical Solution and Vein Diagrams

- 3.1. Meaning of LPP.
- 3.2. Formulation of LPP and solution by graphical methods.
- 3.3 Vein diagram – Definition, Symbols used, Diagrams and Examples.

No. of Lectures 10

Unit No.4 Methods of Transportation problem (T.P.)

- 4.1. Statement and meaning of T.P.
- 4.2. Methods of finding initial basic feasible solution by North West corner Rule, Matrix.
- 4.3. Minimum method and Vogel's approximation method.
- 4.4. Simple numerical problems (concept of degeneracy is not expected).

No. of Lectures

08

Unit No.5 Permutations and Combinations

5.1. Permutations of 'n' dissimilar objects taken 'r' at a time (with or without repetition).

$${}^n P_r = \frac{n!}{(n-r)!}$$

(Without proof).

5.2. Combinations of 'r' objects taken from 'n' objects. ${}^n C_r = \frac{n!}{r!(n-r)!}$ (Without proof) problems, Applications.

No. of Lectures 08

Reference Books :

- 1) *Business Mathematics by Dr. Amarnath Dikshit & Dr. Jinendra Kumar Jain.*
- 2) *Business Mathematics by V. K. Kapoor - Sultan chand & sons, Delhi*
- 3) *Business Mathematics by Bari - New Literature publishing company, Mumbai*

Choice Based Credit System Syllabus (2022 Pattern)

Mapping of Program Outcomes with Course Outcomes

Class: FYBBA (Sem –I)

Course Title : Business Mathematics

Course: Business Mathematics

Course Code: UBBA115

Weightage: 1=weak or low relation, 2= moderate or partial relation, 3=strong or direct relation

Programme Outcomes(POs)										
Course Outcomes	PO1	PO2	PO3	PO4	PO5	PO6	PO7	PO8	PO9	PO 10
CO1	2		2		2	2			2	
CO2	2			2						1
CO3										
CO4	2			2				2		
CO5		2			2				2	
CO6	2									
CO7		2								

Justification for the mapping

PO1:Disciplinary Knowledge

CO1: Directly aligns with this outcome as it requires identifying applications of metrics in various business aspects.

CO2: Analyze and calculate dividend based on different types of stocks and dividend policies. Understanding and calculating dividends are crucial aspects of financial management, directly applicable to making informed business decisions.

CO6: involves the application of critical thinking skills to evaluate and solve complex business problems through mathematical modeling.

PO2: Critical Thinking and Systematic Approach

CO5: Understand the basic principles of permutations and combinations.

CO7: Focuses on analyzing and interpreting financial data, making informed decisions using quantitative techniques. Both of these outcomes require the application of knowledge acquired during the program.

PO3: Systematic research approach

CO1: Analyzing metrics in financial modeling and risk management requires critical thinking and systematic research.

PO4. Ethical Decision-Making

CO2: Analyzing and interpreting results from transportation problem solutions requires critical thinking and a systematic approach, contributing to effective problem-solving skills.

CO4: Analyze and interpret the results of transportation problem solutions.

PO5: Critical attitude for Life Long Learning

CO1: Encourage critical thinking and application of metrics in business scenarios, contributing to the development of a critical attitude.

CO5: Mathematical principles contribute to developing a critical attitude, and understanding permutations and combinations enhances problem-solving skills essential for life-long learning.

PO6: Leadership and Teamwork

CO1: Understanding how metrics apply to resource allocation can be linked to leadership and teamwork.

PO8:Business Management Skills

CO4: Analyze and interpret the results of transportation problem solutions.

PO9. Social Responsibility

CO1: Identify applications of matrices in financial modelling, risk management, inventory Management and resource allocation.

CO5: Understand the basic principles of permutations and combinations.

PO10: Entrepreneurial Mindset

CO2: Analysing dividends and understanding different stock types can contribute to the development of an entrepreneurial mindset.

**Anekant Education Society's
Tuljaram Chaturchand College of Arts, Science and Commerce, Baramati.
[Autonomous]
CBCS-Pattern2021-22
Department of Business Administration.**

Class:F.Y.B.B.A.SEM I

Course code: UBBA116

Paper:6

Course Title : Business Demography and Business Environment Studies

Total No of Lectures:48

Credit : 03

A) Course Objectives:

- 1 .To develop knowledge base for demographic and environmental factors affecting business.
- 2 .To make the students aware of environmental problems related to business and Commerce.
- 3 .To inculcate values of Environmental ethics amongst the students.
- 4 .To study Demographic Environment (Social, Cultural, Political, Legal).
- 5 .To study types of Population.

B)Course Outcome:

CO1: Develop strong conceptual knowledge base for demographic and environmental factors

affecting business.

CO2: Knowledge base for demographic and environmental factors affecting business

CO3: Understand the environmental issues related to business.

CO4: Ability to understand concept of urbanisation and factors responsible for urbanisation.

CO5: Identify the Need of environmental studies for Business Management

CO6: Students will also gain insights into environmental problems related to business and Commerce.

CO7: Apply the concept of demography and finding various methods to calculate fertility and mortality rate

Unit NO 1: Introduction of Demographic and Demographic Environment

- 1.1 Meaning, Definition, Need,
- 1.2 Importance & need of Demography Studies for Business
- 1.3 Scope of demography, interdisciplinary approach of demography
- 1.4 Components of demography: Fertility, mortality and migration
- 1.5 Measures to calculate fertility and mortality rate
16. Factors affecting fertility and mortality

No. of Lectures 10

UnitNo.2 Demographic Environment

- 2.1. Nature, Scope & Importance Demographic Environment
- 2.2. Population Size
- 2.3. Factors of Demographic Environment.
- 2.4. Impact of Social & Cultural components
- 2.5. Political & Legal Environment

No. of Lectures 10

UnitNo.3 Population as Resource

- 3.1. Meaning of resource,
- 3.2 Types of resources
- 3.3 Importance of human resource in development and growth of business
- 3.4 Concept of Literacy: importance of literate population as a resource
- 3.5 Concept of sex ratio, Concept of Age & Sex Pyramid, Types of age and sex Pyramid, age and sex pyramids of different countries

3.6. Population below poverty line, working population, Dependent Population

No. of Lectures 12

UnitNo.4 Rural Development & Urbanization

4.6 Meaning Rural Development

4.7 Meaning, definitions of urbanization

4.8 Classification of population - Urban and rural population

4.9 Factors responsible for urbanization and problems of urbanization

4.10 Urbanization as Behavioral concept, structural concepts and demographic concept

4.6 Urban structure and rural structure

No. of Lectures 08

UnitNo.5 Environment and Environmental issues related to Business

5.1. Meaning and definition of environment

5.2 Types of Environment

5.3 Physical and Cultural components of environment

5.4 Need of environmental studies for Business Management

5.5 Environment factors affecting Business–

5.6 Physical factors –topography, climate, minerals, water resources;

Cultural factors – infrastructure – technology tradition, political, social, education , Global warming and Kyoto Protocol, Oil Crisis and its impact on Business

No. of Lectures 8

Reference books:

- *Population Geography : R.C. Chandana, Lyall Book Depot/ KalyaniPublishers (2006)*
- *Population Geography: Qazi, S. Shah, Shargi Qazi APH Publishing Corp. New Delhi*
- *Environmental Geography: Dr. Savindra Singh Prayag PustakBhawan*
- *Geography of India: Majid Hussain Tata McGrawHill*
- *Population Geography : I Singh: Alfa Publication(2006)*
- *Business Demography and Environmental studies-Miss Joshi Sunita, Dr.Jaybhaye Ravindra- SuccessPublication,Pune*

Choice Based Credit System Syllabus (2022 Pattern)

Mapping of Program Outcomes with Course Outcomes

Class: FYBBA (Sem –I) **Course Title:** Business Demography and Environmental Studies

Course: Business Demography and Environmental Studies **Course Code:** UBBA116

Weightage: 1=weak or low relation, 2=moderate or partial relation, 3=strong or direct relation

Course Outcomes	Programme Outcomes(POs)									
	PO1	PO2	PO3	PO4	PO5	PO6	PO7	PO8	PO9	PO10
CO1			2							
CO2	3		3				3			
CO3		2		3						
CO4										
CO5		3		2		2		3	3	
CO6					3	3		2		3
CO7		2	3				3			

Justification for the mapping

PO1: Disciplinary Knowledge

CO2: Involves developing a strong knowledge base regarding demographic and environmental factors that impact businesses. It includes understanding how these factors influence various aspects of business practices, such as accounting, finance, marketing, management, economic, and human resource management.

PO2: Critical Thinking and Problem Solving

CO3: Students should gain knowledge about how environmental issues impact businesses, which is essential for understanding business functions in the context of sustainability and corporate responsibility.

CO5: Emphasizes the importance of environmental studies specifically for business management, highlighting the relevance of environmental knowledge in making informed business decisions and managing operations effectively.

CO7: Demography, fertility, and mortality rates can be relevant to understanding the human resources aspect of business functions, particularly in terms of workforce demographics.

PO3: Systematic research approach

CO1: Developing a strong conceptual knowledge base requires analyzing information, evaluating evidence, and drawing conclusions – all of which are key components of critical thinking and systematic research approaches.

CO2: Emphasizes building a knowledge base for demographic and environmental factors affecting business.

CO7: Calculating fertility and mortality rates involves critical thinking and a systematic research approach to collect and analyze demographic data.

PO4: Ethical Decision-making ability.

CO3: Students who understand these environmental issues will be better equipped to analyze and address ethical dilemmas related to business decisions with environmental consequences.

CO5: Implies recognizing the importance of environmental studies in business management, which may include ethical considerations.

PO5: Critical Attitude for Lifelong learning

CO6: Insights into environmental problems related to business and commerce are likely to develop a mindset that values ongoing learning and critical thinking in response to evolving challenges in the business and environmental landscape.

PO6: Leadership and team work skills

CO5: Involves not only individual understanding but also the ability to communicate, influence, and potentially lead others in recognizing the importance of environmental studies for effective business management.

CO6: Environmental problems related to business and commerce

PO7: Political, Cultural, and Legal issues impact on business organizations in a global

CO2: Focuses on demographic and environmental factors, it implies a broader understanding of various external factors that can affect business, including political, cultural, and legal issues.

CO7: Demographic factors are often influenced by political, cultural, and legal contexts. Analyzing fertility and mortality rates may require consideration of these issues.

PO8: Business Management Skills

CO5: Engaging with environmental studies and gaining insights into related problems may involve interactions with industry professionals, which can provide networking opportunities and contribute to professional development.

CO6: Networking skills and understanding the business environment are often developed through practical exposure and engagement with real-world issues.

PO9: Social Responsibility

CO5: Understanding the need for environmental studies in business management inherently involves recognizing the importance of corporate social responsibility and sustainability.

PO10 Entrepreneurial Mindset

CO6: An entrepreneurial mindset involves the ability to identify opportunities and solve problems creatively, gaining insights into environmental problems related to business and commerce.

Anekant Education Society's
Tuljaram Chaturchand College of Arts, Science and Commerce, Baramati.
Department of Business Administration [BBA]

Name of Course : Fundamentals of Accounting & Banking.

Course Duration : **8 Weeks**

Credits: **2 points.**

Fees : **500 Rs.**

Eligibility : BBA & B.com students.

About Course :

This course will teach you the fundamentals of financial accounting & Banking. Starting with the basics of recording transactions as journal entries and posting them to the final accounts, you will learn how to prepare a balance sheet, income statement, and cash flow statement. The Basics of Banking will introduce participants to basic banking concepts, such as Why savings are needed, Why save in a bank, Banking products-ATM card, Banking Instruments-Cheque, Demand Draft (DD), Banking Services Delivery Channels, Know Your Customer (KYC), Opening of bank account and documents required, Types of bank accounts, Bank's services including remittances, loan, mobile banking, Overdraft, Pension etc.

Objectives of the course:

5. To enable the students to acquire sound knowledge of basic concepts of accounting.
6. To impart basic accounting knowledge.
7. To impart the knowledge about recording of transactions and preparation of final accounts.
8. To acquaint the students about Basic Banking Concepts and Implementations.

Course outcome:

CO1:Students will understand the basic principles and concepts of accounting and banking.

CO2:Students will develop the skills to analyze and interpret financial statements.

CO3:Students will be able to perform basic accounting transactions and record them accurately.

CO4:Students will gain a comprehensive understanding of the different types of banking operations and services.

CO5:Students will learn about the role of banks in the economy and their impact on financial markets.

CO6:Students will be able to evaluate the financial performance and stability of banks.

Content / Syllabus of Course :

<u>Sr.No</u>	<u>Unit Name</u>	<u>Topic</u>	<u>Hrs.Alloted</u>
1	Theoretical Framework	Meaning and Scope of Accounting; Accounting Concepts; Accounting Principles, Conventions and Standards Concepts, Objectives, Benefits; Accounting Policies; Accounting as a Measurement. Documents & Books of Accounts: Invoice, Vouchers,	10
2	Accounting Process	Documents & Books of Accounts: Invoice, Vouchers, Debit & Credit Notes, Day books, Journals, Ledgers and Trial Balance Capital and Revenue: Expenditures and Receipts; Contingent Assets and Contingent Liabilities	05
3	Preparation of Final Accounts for Sole Proprietors	Preparation of Profit & Loss Account, Balance Sheet.	05
4	Financial Literacy For Banking Scheme And Applications	Introduction of Financial Software used in Companies. Why Savings are needed? Banking Products & Types of Account Banking Service Delivery Channels Bank Branch, ATM Bank Mitra with Micro ATM Internet Banking National Electronic Fund Transfer (NEFT), Real Time Gross Settlement (RTGS) National Pension Scheme Public Provident Fund (PPF) Scheme Bank on your mobile Mobile Banking	10

Examination or Evaluation pattern:

Exam Pattern: Theory Examination.

Marks : 50

25 Marks: - Objectives questions.

25 Marks: - Problem on Final Account.