

# SYLLABUS FOR S.Y.B.B.A. (w. e. from June, 2020)

## Academic Year 2020-2021

Class : S.Y.B.B.A.(Semester-IV)

Paper Code: BBA2401

Paper : I Title of Paper : Production and Operations Management.

Credit : 3 No. of Lectures: 48

### A) Course Objectives:

- a) To focus on basic terms related to production and operations management.
- b) Analyzing product design concepts, Production layouts, and Plant locations.
- c) To elaborate the concepts of production planning, productivity and ergonomics.
- d) To identify the concepts of quality management.
- e) To understand techniques to improve productivity.

### B) Course Outcome:

- CO1:** Understand the knowledge on core features of the operations and production management.
- CO2:** Understand the various production and operations design decisions and how they relate to the overall strategies of organizations.
- CO3:** Obtain an understanding of quality management practice in organizations and how total quality management and six-sigma facilitate organizational effectiveness.
- CO4:** Identify the operational issues in the value addition processes of a firm
- CO5:** Summarize various aggregate production planning techniques.
- CO6:** Analyze business processes in services / manufacturing for improvement
- CO7:** To get acquainted with the product design and development process.

### **Unit No 1: Introduction**

**No of Lectures: 10**

- a) Nature, Meaning, Scope of production management.
- b) Objectives and functions of production management.
- c) Qualities, responsibilities of production manager.
- d) Plant location: Importance and factors responsible for Plant location decision.
- e) Classification of production system.
- f) Plant Layout: Definition, Objectives and types, Factors affecting plant layout.
- g) Challenges before production management
  - a. Impact of globalization.
  - b. Workforce diversity.
  - c. Business process outsourcing.
  - d. Global competition.

**Unit No 2: Product Design and product Development****No of Lectures: 8**

- a) Definition of product design, Factors affecting product design.
- b) Product development
  - a. Meaning of product design.
  - b. Product development stages.
  - c. Techniques or tools of product development.
  - d. Factors responsible for product development.
  - e. Business process reengineering.
  - f. Cycle time reduction.
  - g. Use of technology in product designing.

**Unit No 3: Production planning and control:****No of Lectures: 10**

- a) Meaning, Nature, Objectives, Functions Importance and problems of production planning and control.
- b) Production procedure, Factors determining production planning and control.
- c) Techniques and tools of production planning and control.
- d) New Concepts in production planning and control:
  - i. Supply chain management.
  - ii. Workers involvement.
  - iii. Green manufacturing.

**Unit No 4: Productivity and Ergonomics****No of Lectures: 8**

- a) Productivity :
  - a. Concept and definition.
  - b. Importance of productivity.
  - c. Measurement of productivity.
  - d. Techniques to improve productivity.
  - e. Factors affecting productivity.
- b) Ergonomics :
  - a. Introduction and definition.
  - b. Objectives of ergonomics.
  - c. Components of ergonomics.

**Unit No 5: Quality Management:****No of Lectures: 12**

- a) Six sigma: Introduction, steps in implementation of six sigma.
- b) Kaizen: Introduction, Principles, Procedure for implementation, Benefits.
- c) Just –In –Time: Introduction, objectives, benefits, methodology in implementation.
- d) Quality Circles: Introduction, organization of quality circle, Reasons of failure.
- e) Total Quality Management: Introduction, major ingredients in TQM, need and importance, TQM models, Key issues for achieving TQM objectives.
- f) ISO 9000: Introduction, ISO Standards for quality system, factors for selecting ISO model, Essentials steps in implementation of an ISO.

**Recommended Books:**

1. Plant Layout and Material Handling James Apple & John Wileysons
2. Work Study IZO Publication
3. Production & Operations Management R S Goel
4. A Key to Production Management Kalyani Publicaion, Ludhiyana
5. Production & Operation Management S N Chavy, TMH Delhi
6. Modern Production and Operation Management Elwood S Butta

## Choice Based Credit System Syllabus (2019Pattern)

### Mapping of Program Outcomes with Course Outcomes

**Class:** S.Y.B.B.A.(Semester-IV)

**Subject:** Production and Operations Management.

**Course:** Production and Operations Management. **Course Code:** BBA2401

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

Course Outcomes	Programme Outcomes (POs)									
	PO 1	PO 2	PO 3	PO 4	PO 5	PO 6	PO 7	PO 8	PO 9	PO10
CO 1										
CO 2	3	3				2				2
CO 3				3						
CO 4	2									3
CO 5									3	
CO 6		3	2		3			3		
CO7	3									

#### Justification for the mapping

##### PO1: Application of Knowledge

**CO2:** Writing a business proposal requires integrating knowledge and principles from various business disciplines. It involves effectively communicating business ideas, strategies, and plans, which could touch upon financial aspects (accounting, finance), marketing strategies, management principles, economic considerations, and possibly human resource management components.

**CO4:** Involves identifying operational issues in the value addition processes of a firm. This skill is relevant not only to operations management but also to business practices in various areas where understanding and addressing operational issues can enhance overall organizational performance.

**CO7:** Product design and development involve various aspects of business, including marketing, management, and potentially economic and financial considerations

##### PO2: Understanding the Business Functions

**CO2:** Understanding the connection between production and operations design decisions and the overall strategies of organizations.

**CO6:** Involves analyzing business processes in both services and manufacturing for improvement.

##### PO3: Critical thinking and systematic research approach

**CO6:** Analyzing business processes for improvement requires a systematic approach to identify inefficiencies, areas of improvement, and potential solutions.

**PO4: Ethical Decision-making**

**CO3:** Quality management practices often involve ethical considerations, Ethical decision-making involves weighing the consequences of decisions on various stakeholders, including employees, customers, and the broader community.

**PO5: Critical Attitude for Lifelong learning.**

**CO6:** Emphasizes the analysis of business processes for improvement, which requires a critical approach to identifying areas that need enhancement and proposing effective solutions.

**PO6: Leadership and team work**

**CO2:** Understanding how production and operations design decisions relate to the overall strategies of organizations. This implies a strategic perspective and the ability to make decisions that contribute to common goals.

**PO8: Professional Development Activities**

**CO6:** Involves analyzing business processes for improvement, which may include engaging with industry professionals to understand real-world scenarios and challenges.

**PO10 Entrepreneurial Mindset**

**CO2:** Understanding the design decisions in production and operations, which is essential for creating innovative processes and systems, Entrepreneurship often involves designing efficient and effective operational processes that contribute to the overall strategies and goals of an organization.

**CO4:** Analyzing business processes for improvement, which aligns with the continuous improvement mindset often associated with entrepreneurship.

# SYLLABUS FOR S.Y.B.B.A. (w. e. from June, 2020)

## Academic Year 2020-2021

Class : S.Y.B.B.A.(Semester-IV)

Paper Code: BBA2402

Paper : II Title of Paper : Industrial Relation and Labor Law.

Credit : 3 No. of Lectures: 48

### A) Course Objectives:

1. To acquaint the student to develop an understanding of the legal framework of industrial & labour laws.
2. To impart the students with the knowledge of laws & how law affects the industry & labour.

### B) Course Outcome

**CO1:** Develop understanding of Legislations relating to working conditions and social security.

**CO2:** To enable students to have understanding of legal provisions relating vulnerable groups of workers and laws related to wages, environment protection and social security.

**CO3:** Understand historical aspects of labour movement in India.

**CO4:** Impart knowledge and understanding of Labour Market, Wages, Employment and unemployment of labour.

**CO5 :** To understand labour problems and welfare oriented remedial measures.

**CO6:** To gain practical understanding about functioning of various labour institutions.

**CO7:** Ability to Analyze Employment Laws

### UNIT 1 : Industrial Relations

**No of Lectures:14**

-Meaning ,Definition,Importance,Scope of Industrial Relations & Factors in Industrial Relatios.

-Different approaches towards the study of Industrial Relations.(Psychological

Approach, Sociological Approach, Socio Ethical Approach, Gandhian Approach, Industrial Relations Approach, HR Approach.)

-Evolution of Industrial Relations.

-Trade Unions& its Concept, Functions and TU Movement in India.

### UNIT 2 Industrial Disputes, Collective Bargaining & Workers Participation in Management.

**No of Lectures:12**

--Meaning, Definition & Causes of Industrial Dispute.

--Types of Conflict Resolution: Negotiation, Investigation, Mediation,

Cociliation, Arbitration & Adjudication, Works Committee, Conciliation Officer, Board of Conciliation, Court of Enquiry, Labour Court, Industrial Tribunal & National Tribunal.

--Model Grievance Procedure.

-- Collective Bargaining – Meaning, Characteristics, Need, Importance, Process, Pre-

- requisites & Types.
- Workers participation Management(WPM)-Meaning, Pre-requisites, Advantages & Disadvantages, Levels and Types of Labour Laws.
- Employee Engagement-Concept, Importance & Employee Engagement in India.

**UNIT 3 : The Industrial Disputes Act 1947**

**No of Lectures:12**

- Definitions, Authorities under the Act, Power & Duties of Authorities, Strike, Lockout, Layoff, Retrenchment, Closure & Dismissal, Grievance Redressal Machinery, Penalties.

**The Factories Act 1948**

- Definitions, Authorities.
- Provisions regarding Safety
- Provisions regarding Health
- Provisions regarding Welfare
- Provisions regarding Leave with Wages
- Working hours of adults.
- Penalties.

**UNIT 4 The Minimum Wages Act 1948**

**No of Lectures:12**

- Definitions, Provisions, Penalties.
- The Payment of Wages Act 1948**
- Definitions, Provisions, Penalties.

**UNIT 5 Trade Union Act 1926.**

- Definitions, Authorities & All Provisions.

**No of Lectures:06**

**Recommended Books :**

- |   |   |
|---|---|
| 1. Industrial law   | - P.L.Malir                               |
| 2. Industrial & labour laws   | -S.P.Jain                                 |
| 3. Taxmann's Labour Laws  |   |
| 4. Industrial Relations   | -Arun Monappa                             |
| 5. Industrial Relations   | -Mamoria                                  |
| 6. Collective Bargaining  | -Kochan T.A. & Katz Henry 2 <sup>nd</sup> |
| 7. Ed.Homewood Illinois,  |   |
| 8. Richard D.Irish 1988.  |   |
| 9. Labour Unionism,Myth & reality-New, Oxford University press 1982.            |   |
| 10. Personnel Management & Industrial Relations-P.C.Shejwalkar,S.B.Malegaonkar. |   |

## Choice Based Credit System Syllabus (2019Pattern)

### Mapping of Program Outcomes with Course Outcomes

**Class:** SYBBA (Sem –IV)

**Subject:** Industrial Relation and Labor Law.

**Course:** Industrial Relation and Labor Law. **Course Code:**BBA2402

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

Course Outcomes	Programme Outcomes (POs)									
	PO 1	PO 2	PO 3	PO 4	PO 5	PO 6	PO 7	PO 8	PO 9	PO10
CO 1				1	3		3			
CO 2					3					
CO 3					3					
CO 4					3					
CO 5				2	3					
CO 6					3		2			
CO7	3						2			

#### Justification for the mapping

#### **PO1:Application of knowledge:**

**CO7:** The course outcome of being able to analyze employment laws is directly related to the application of knowledge in the field of human resources and employment. By being able to analyze employment laws, individuals can effectively apply this knowledge in their roles as HR professionals, hiring managers, or other positions that deal with employment and labor laws.

#### **PO4: Ethical Decision-making.**

**CO1:** The course outcomes listed above are primarily focused on developing knowledge and understanding of legislations, legal provisions, historical aspects, market dynamics, and welfare measures related to labor

**CO5:** having a strong understanding of labor laws and regulations can contribute to ethical decision-making in the workplace.

#### **PO5: Critical Attitude for Lifelong learning.**

**CO1:** Developing an understanding of legislations relating to working conditions, social security, and legal provisions for vulnerable groups of workers requires students to critically analyze and interpret complex legal texts and regulations.

**CO2:** his fosters a critical attitude towards understanding and interpreting laws and regulations throughout their lifelong learning journey.



**CO3:** Understanding historical aspects of the labor movement in India requires students to critically examine and evaluate the factors and events that shaped the labor movement

**CO4:** Gaining knowledge and understanding of labor market dynamics, wages, employment, and unemployment requires students to critically analyze economic theories, statistical data, and labor market trends.

**CO5:** Understanding labor problems and welfare-oriented remedial measures requires students to critically assess the challenges and potential solutions for labor issues.

**CO6:** Gaining practical understanding of the functioning of various labor institutions requires students to critically evaluate the roles and responsibilities of these institutions in promoting workers' rights and welfare.

**PO7: Application of Management in various disciplines.**

**CO1:** The understanding of legislations relating to working conditions, social security, vulnerable groups of workers, wages, and environment protection is crucial for businesses operating in a global context.

**CO6:** Gaining practical understanding about the functioning of various labor institutions, such as labor courts, tribunals, and welfare boards, equips students with the knowledge and skills necessary to navigate and engage with such institutions.

**CO7:** Employment laws govern the relationship between employers and employees and play a crucial role in shaping workplace dynamics.

# SYLLABUS FOR S.Y.B.B.A. (w. e. from June, 2020)

## Academic Year 2020-2021

Class : S.Y. B. B. A. (Semester- IV)

Paper Code: BBA2403

Paper : III

Credit: 3

Title of Paper: Business Taxation

No. of lectures: 48

### A) Course Objectives:

1. To understand the basic concepts and definitions under the Income Tax Act, 1961.
2. To update the students with latest development in the subject of taxation.
3. To Acquire knowledge about Computation of Income under different heads of Income of Income Tax Act, 1961.
4. To acquire knowledge about the submission of Income Tax Return, Advance Tax, Tax deducted at Source, Tax Collection Authorities.
5. To prepare students Competent enough to take up to employment in Tax planner.
6. To develop ability to calculate taxable income of firms, co-operative societies and charitable trust.

### B) Course Outcome:

**CO1:** The outcome of this course is to enable the students to acquire sound knowledge of calculation of Direct and Indirect Tax.

**CO2:** Acquire the complete knowledge of basic concepts of income tax

**CO3:** Understand the concept of exempted incomes.

**CO4:** Understand the provisions of agricultural income

**CO5:** Calculate Residential status of a person.

**CO6:** Identify and comply with the relevant provisions of the Income Tax Act as it relates to the income tax of individuals

**CO7:** Compute the income under the head "Income from Salary"

**CO8:** Compute income under the head "Income from House Property"

**CO9:** Compute income under the head "Income from Business or Profession"

### Unit No 1: Income Tax Act -1961

- 1.1 History of Income Tax in India,
- 1.2 Fundamental concepts and definitions under Income Tax Act 1961,
- 1.3 Canons of Taxation,
- 1.4 Taxation structure in India,
- 1.5 Concepts and definitions- Income Person, Assessee, Assessment year, Previous year, Residential Status of an Assessee.

**No. of Lectures 10**

## **Unit No2:Computation of Taxable Income under the different heads of Income**

- 2.1 Income From Salary: Definition and meaning of salary, Allowances- fully exempt, fully taxable, partially taxable, Perquisites - meaning, valuation and taxability, Concept and taxability of Gratuity, Provident Fund,Calculation of income from salary (Theory and Problems)
- 2.2 Income from House Property: Basis of Chargeability-Annual Value- Self occupied and let out property- Deductions allowed. (Theory and Problems).
- 2.3 Profits and Gains of Business and Profession: Definitions, Deductions expressly allowed and disallowed (Theory and Problems). Chargeability- Meaning and concept of Short term and long term capital gains-permissible deductions (Theory and problems).
- 2.4 Income from Other Sources Chargeability- Meaning and concept –Inclusion and deduction, Bond Washing Transactions and Dividend Stripping (Sec.94). (Theory only).

**No. of Lectures 14**

## **Unit No3:Computation of Total Taxable Income of an Individual**

- 3.1 Meaning and concept,Gross Total Income - deduction u/s-80 and Tax Liability for respective Assessment year, Income Tax Return Process.

**No. of Lectures 12**

## **Unit No 4:Introduction of GST[Part-I]**

- 4.1 An Overview of Indirect Tax before GST
- 4.2 Concept of Goods and Service Tax
- 4.3 Applicability of GST
- 4.4 Registration of GST
- 4.5 Concepts of SGST, UTGST, CGST &IGST
- 4.6 Charging of GST
- 4.7 GST Rate Structure
- 4.8 Point of Taxation, Value of Supply
- 4.9 Input Credit Mechanism in GST

**No. of Lectures 10**

## **Unit No 5:Introduction of GST[Part-II]**

- 5.1 Calculation of SGST, UTGST, CGST &IGST.
- 5.2 Payment of Goods and Service Tax.
- 5.3 Refund Tax.

**No. of Lectures 06**

### **Notes:**

1. Amendments made prior to commencement of Academic Year in the above act should be considered.
2. Theory questions will carry 50% marks.
3. Problems will carry 50 % marks.

***Recommended books:***

1. Indian Income Tax Act--H.C.Malhotra
2. Practical Approach to Income Tax-- Dr.GirishAhujaandDr. Ravi Gupta.
3. Income Tax Act –R. N. Lakhotia
4. Students guide to Income Tax.--Dr.VinodSinghnia./ Dr. Monica Singhnia.
5. Income Tax.--Dr.GirishAhuja and Dr.RaviGupta , -Bharat Prakashan.
6. Indian Income Tax Act.--Dr.VinodSinghnia.
7. Hand Book of Income Tax Law.-- T. N. Manoharam

## Choice Based Credit System Syllabus (2019 Pattern)

### Mapping of Program Outcomes with Course Outcomes

**Class:** SYBBA (Sem –IV)

**Subject:** Business Taxation

**Course:** Business Taxation

**Course Code:** BBA-2403

**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	1	1							
CO2	2	1	1							
CO3	1									
CO4	1									
CO5	1									
CO6	1		1	1	1					3
CO7						3				
CO8						3				
CO9						3				

#### Justification for Mapping

##### **PO1: Applications of knowledge**

**CO1:** Understanding tax calculations is crucial for accurate financial reporting. The ability to calculate direct and indirect taxes ensures that financial statements are prepared in compliance with relevant regulations, providing stakeholders with accurate and reliable information.

**CO2:** Tax considerations are integral to financial decision-making. Knowledge of direct and indirect taxes allows individuals to assess the financial implications of different business strategies, investments, and financing options, enabling sound financial management.

**CO3:** Taxation can have an impact on pricing strategies and product positioning. Understanding tax implications helps in making informed marketing decisions, considering the overall cost structure and pricing competitiveness in the market.

**CO4:** Managers need to make decisions that consider the financial implications, including taxes. Knowledge of direct and indirect taxes empowers managers to make strategic decisions that align with the organization's financial goals and comply with legal requirements.

**CO5:** Taxation is a significant aspect of economic policies and planning. Understanding how taxes are calculated and their impact on businesses contributes to a broader understanding of economic dynamics and policies.

**CO6:** Compensation and benefits are subject to taxation. Human resource professionals need to be aware of the tax implications of various compensation structures and benefits packages to ensure compliance with tax laws and regulations.

### **PO2: Understanding of Business Function**

**CO1:** Ethical decision-making in taxation is not only about adhering to the letter of the law but also about upholding the spirit of fairness, transparency, and social responsibility. Consulting with a tax professional and staying informed about changes in tax laws are crucial steps in making ethical decisions related to income tax.

**CO2:** A solid understanding of basic income tax concepts is integral to the effective functioning of businesses. It enables informed decision-making, accurate financial reporting, and compliance with tax regulations, contributing to the overall financial health and sustainability of the business.

### **PO3: Critical Thinking and Problem Solving**

**CO1:** Critical thinking and problem-solving skills enhance the overall learning experience in a tax course by enabling students to analyze, interpret, and apply tax concepts effectively in real-world scenarios. These skills are essential for developing a comprehensive understanding of direct and indirect tax and mastering the calculation of income tax.

**CO2:** Critical thinking involves the ability to analyze information and evaluate its relevance. In the context of tax courses, students need to critically examine tax regulations, amendments, and related legal documents to understand the intricacies of both direct and indirect taxes.

### **PO4: Ethical Decision Making**

**CO6:** Ethical decision-making in taxation is not only about adhering to the letter of the law but also about upholding the spirit of fairness, transparency, and social responsibility. Consulting with a tax professional and staying informed about changes in tax laws are crucial steps in making ethical decisions related to income tax.

### **PO5: Life Long Learning**

**CO6:** life-long learning plays a crucial role in navigating the complex landscape of income tax regulations. It enables individuals to stay informed, adapt to changes, enhance their understanding, mitigate risks, and uphold ethical standards, all of which are essential elements in identifying and complying with the relevant provisions of the Income Tax Act.

## **PO6: Leadership and Teamwork**

### **CO7: Income from Salary:**

To compute income from salary, you need to consider your basic salary, allowances, perquisites, and any other benefits. Subtract any deductions allowed under the Income Tax Act, such as standard deduction and professional tax.

### **CO8: Income from House Property:**

To compute income from house property, you need to determine the annual value of the property. Deduct municipal taxes paid and 30% of the annual value. Additionally, deduct any interest paid on loans taken for the property.

**CO9:** As for the third part of your question about leadership and teamwork, it appears unrelated to income computation. Leadership and teamwork are typically qualities or skills associated with individuals in a professional or personal context, and they don't directly impact the computation of income for tax purposes.

Income from business and profession can vary significantly from one jurisdiction to another. Therefore, individuals and entities should seek advice from tax professionals or financial advisors to ensure compliance with the relevant laws and regulations in their specific location.

## **PO10: Entrepreneurial Mindset**

**CO6:** Identifying and complying with income tax provisions require a proactive approach. Entrepreneurs need to stay informed about changes in tax laws and regulations to ensure compliance.

Tax laws can change, and entrepreneurs must adapt to these changes. Staying informed about updates to the Income Tax Act is essential for maintaining compliance.

The entrepreneurial mindset and the responsibility to identify and comply with the Income Tax Act are closely aligned. Both involve proactive decision-making, risk management, financial understanding, ethical conduct, adaptability, and a long-term perspective. Entrepreneurs who integrate these aspects into their business practices are better positioned for sustainable success.

# SYLLABUS FOR S.Y.B.B.A. (w. e. from June, 2020)

## Academic Year 2020-2021

Class : S.Y.B.B.A.(Semester-IV)

Paper Code :BBA2404

Paper : IV

Title of Paper: International Business

Credit : 3

No. of Lectures: 48

### A) Course Objectives:

1. To acquaint the students with emerging issues in international business.
2. To study the impact of international business environment on foreign market operations of a firm.
3. To understand the importance of foreign trade for Indian economy
4. To study of regional economic grouping
5. To operate the case studies of international business
6. To understand the determination of various types of exchange rates

### B) Learning Outcome:

**CO1:** Students will demonstrate an understanding of current and emerging issues in international business.

**CO2:** Students will analyze and assess the influence of international business environment

**CO3:** Students will recognize and articulate the significance of foreign trade. for the Indian economy, including the impact on economic growth, employment, and overall national development.

**CO4:** Students will be able to describe and analyze various regional economic groupings.

**CO5:** Students will develop the ability to apply theoretical knowledge.

**CO6:** Students will demonstrate a comprehensive understanding of the factors influencing different types of exchange rates.

**CO7:** Understand the principles of international trade, including import/export regulations, tariffs, and trade agreements.

### **Unit No. 1: Introduction**

- 1.1 Nature
- 1.2 Theories of International Trade
- 1.3 Ricardo's Theory
- 1.4 Heckser-Ohlin Theory

**Total No. of Lectures- 10**



## **Unit No. 2: Multinational Enterprises**

- 2.1 Meaning of International Corporations
- 2.2 Features of Multinational Corporations (MNCs)
- 2.3 Role and Importance of Multi-national corporations in international business
- 2.4 Reasons for the Growth of MNCs

**Total No. of Lectures- 06**

## **Unit No. 3: International Finance**

- 3.1 Meaning of Exchange Rate
- 3.2 Determination of Exchange Rate- Fixed, Flexible and Managed
- 3.3 Concept of Spot Rate, Forward Rate and Futures
- 3.4 Balance of Trade and Balance of Payments
- 3.5 International Monetary Fund (IMF)- Objectives and Functions
- 3.6 World Bank- Objectives and Functions
- 3.7 General Agreement on Tariffs and Trade(GATT)
- 3.8 Foreign Direct Investment

**Total No. of Lectures- 14**

## **Unit No. 4: Regional Economic Grouping**

- 4.1 WTO- Structure and Functions
- 4.2 European Union (EU)
- 4.3 North American Free Trade Agreement (NAFTA)
- 4.4 Association of South East Asian Nations (ASEAN)
- 4.5 South Asian Association for Regional Cooperation (SAARC)

**Total No. of Lectures- 08**

## **Unit No. 5: India's Foreign Trade**

- 5.1 Composition and Direction of India's Foreign Trade since 2000
- 5.2 Case studies in International Business with Reference to Indian Economy on-
  - a. International Marketing
  - b. International Finance
  - c. International Human Resource Management

**Total No. of Lectures- 10**

## **Reference Books:**

1. International Business- P. Subbarao, Himalayaa Publishing
2. International Business- VyuptakeshSharan, Pearson
3. International Business- Francis, PHI Publication
4. International Business- Daniels, Radebaugh, Pearson Education
5. Charles Hill and Arun Jain, International Business
6. International Business- Roger Bennett, Pearson Education

## Choice Based Credit System Syllabus (2019Pattern)

### Mapping of Program Outcomes with Course Outcomes

Class: SYBBA (Sem –IV)

Subject: International Business

Course: International Business

Course Code: BBA2404

**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	PO 10
CO1	2									2
CO2		2		1						
CO3									2	
CO4							2			2
CO5	2				2					
CO6	2									
CO7		2								

#### Justification for the mapping

##### PO1. Application of knowledge: -

**CO1:** understanding global economic trends, regional economic groupings, and emerging issues in international business can foster an entrepreneurial mindset.

**CO5:** Students will develop the ability to apply theoretical knowledge. to real-world scenarios by effectively analyzing and solving case studies related to international business issues and challenges.

**CO6:** Students will demonstrate a comprehensive understanding of the factors influencing different types of exchange rates, including fixed, floating, and managed exchange rate systems.

##### PO2. Understanding the Business Functions

**CO2:** Students will analyze and assess the influence of international business environment. on the operations of a firm in foreign markets, considering factors such as legal, cultural, political, and economic variables.

**CO7:** Integration of international trade principles into various business functions (marketing, finance, operations). Recognition of the impact of global trade on business strategies.

##### PO4. Ethical Decision-Making

**CO2:** Students will analyze and assess the influence of international business environment. on the operations of a firm in foreign markets, considering factors such as legal, cultural, political, and economic variables.

**PO5. Develop Critical attitude**

**CO5:** Students will develop the ability to apply theoretical knowledge. to real-world scenarios by effectively analyzing and solving case studies related to international business issues and challenges.

**PO7. Application of knowledge in various disciplines**

**CO4:** Students will be able to describe and analyze various regional economic groupings. such as trade blocs and economic unions, understanding their purposes, benefits, and challenges for member countries.

**PO9. Social Responsibility:**

**CO3:** Students will recognize and articulate the significance of foreign trade. for the Indian economy, including the impact on economic growth, employment, and overall national development.

**PO10. Entrepreneurial Mindset:**

**CO1:** Students will demonstrate an understanding of current and emerging issues in international business including global economic trends, geopolitical factors, and technological advancements.

**CO4:** Students will be able to describe and analyze various regional economic groupings. such as trade blocs and economic unions, understanding their purposes, benefits, and challenges for member countries.

# SYLLABUS FOR S.Y.B.B.A. (w. e. from June, 2020)

## Academic Year 2020-2021

Class : S.Y.B.B.A.(Semester-IV)

Paper Code: BBA2405

Paper : V Title of Paper: Management Information System

Credit : 3 No. of Lectures: 48

### **A) Course Objectives:**

1. To understand the concepts of information system.
2. To study the concepts of system analysis and design.
3. To understand the issues in MIS.
4. To study decision support system
5. To study the management issues in MIS.
6. To understand the approaches of case studies.

### **B) Course Outcome:**

**CO1:** Define key terms and concepts related to information systems.

**CO2:** Demonstrate proficiency in system analysis techniques. Apply system design principles to real-world scenarios.

**CO3:** Identify and analyze common challenges and issues in the implementation and maintenance of MIS.

**CO4:** Define decision support systems (DSS) and their components. Analyze the role of DSS in organizational decision-making.

**CO5:** Analyze the role of management in the successful implementation of MIS.

**CO6:** Apply case study methodologies to analyze real-world information system scenarios.

**CO7:** Identify potential security threats and vulnerabilities in information systems. Implement basic cyber security measures to protect organizational data and information.

### **Unit No. 1: Management Information System**

1.1 Need and Objectives of MIS

1.2 Contemporary approaches to Management Information System (MIS)

1.3 Use of information for competitive advantage

1.4 Challenges in the development of MIS

1.5 Management information systems as an instrument for the organizational change

**Total No. of Lectures- 10**

## **Unit No. 2: Information, Management and Decision making**

- 2.1 Models of Decision making- Classical, Administrative and Herbert Simon's Models
- 2.2 Attributes of information and its relevance to decision making
- 2.3 Types of Information.

**Total No. of Lectures- 09**

## **Unit No. 3: Systems Analysis and Design**

- 3.1 System- Meaning, Types of System
- 3.2 Systems Development Life Cycle
- 3.3 Alternative System building approaches- Prototyping model, Spiral Model, Rapid Development Tools, CASE Tools
- 3.4 Case studies on Alternative approaches to build Systems

**Total No. of Lectures- 10**

## **Unit No. 4: Decision Support Systems**

- 4.1 Group Decision Support Systems
- 4.2 Executive Information Systems
- 4.3 Expert systems and Knowledge Based Expert Systems
- 4.4 Artificial Intelligence
- 4.5 Case studies on Information systems
- 4.6 Case studies on Decision Support System

**Total No. of Lectures- 10**

## **Unit No. 5: Management issues in MIS**

- 5.1 Information Security and Control
- 5.2 Quality Assurance
- 5.3 Intellectual Property Rights as related to IT Services/ Product
- 5.4 Managing Global Information Systems.

**Total No. of Lectures- 09**

## **Reference Books:**

1. Management Information System: Jawadekar W.S, Tata McGraw Hill
2. Management Information System: James A O'Brien, Tata McGraw Hill
3. Management Information System: Davis Olson, Mac Graw Hill
4. Management Information System: Gord endevis, Margareth H. Oison
5. Decision Support and Expert Systems- Efraim Turban
6. Information Systems for Modern Management- Robert Murdick, Joel E. Ross

## Choice Based Credit System Syllabus (2019Pattern)

### Mapping of Program Outcomes with Course Outcomes

**Class:** SYBBA (Sem –IV)

**Subject:** Management Information System

**Course:** **Subject:** Management Information System

**Course Code:** BBA2405

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

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

#### Justification for the mapping

##### **PO1. Application of knowledge**

**CO2:** Apply system design principles to real-world scenarios. Demonstrate proficiency in system analysis techniques

##### **PO3. critical thinking and systematic research approach**

**CO2:** Apply system design principles to real-world scenarios. Demonstrate proficiency in system analysis techniques

##### **PO4. Ethical Decision-Making**

**CO4:** Define decision support systems (DSS) and their components.

##### **PO5. Critical attitude For life long learning**

**CO6:** Critically evaluate and compare different approaches to solving information system-related problems through case studies.

**CO7:** fosters a critical attitude by encouraging students to question, analyze, and evaluate potential security threats. This attitude is essential for developing effective cyber security strategies and staying proactive in identifying and addressing emerging threats.

##### **PO6. Leadership and Teamwork**

**CO6:** Present and communicate findings from case studies effectively.

**PO9. Social Responsibility:**

**CO3:** Propose strategies for addressing and mitigating MIS-related problems.

**PO10. Entrepreneurial Mindset:**

**CO2:** Develop solutions to business problems through effective system analysis and design.

**CO5:** Propose strategies for effective management of MIS resources and processes.

# SYLLABUS FOR S.Y.B.B.A. (w. e. from June, 2020)

## Academic Year 2020-2021

Class : S.Y. B. B. A. (Semester- IV)

Paper Code: BBA2406

Paper : VI

Credit : 3

Title of Paper: Service Sector Management

No. of lectures: 48

### Course Objective :

1. To study the basics of service industry.
2. To analyse the role of services in economy.
3. To study the challenges for service sector.
4. To study different service sector in India.

### Course Outcome :

**CO1** : Students will be able to identify characteristics of service.

**CO2** : After completion of course students will be able to identify the impact of service sector on Indian economy.

**CO3** : Students will be able to identify the difference between service industry and product industry.

**CO4** : After completion of course students will be able to identify basic services sector in India.

**CO5** : After completion of course students will get knowledge of basic services like Insurance, Hospital, Tourism, Bank and health care .

**CO6** : Students will be able to analyse how service industry works and impacts on generation of economy.

**CO7** : Students will be able to analyse how different services can be interconnected.

### Unit No. 1 Introduction

- 1.1 Meaning and Definition.
- 1.2 Characteristics of Services.
- 1.3 Difference between Goods and services.
- 1.4 Dependency of Manufacturing on services.
- 1.5 Role of Services in Economy.
- 1.6 Management challenges in the Service Sector.

**No. of Lectures 8**

### Unit No. 2 Introduction to Insurance Service

- 2.1 Meaning and Definition
- 2.2 Concepts and objectives.
- 2.3 Principles of Insurance.
- 2.4 Kinds of Insurance, Costs and Benefits of Insurance
- 2.5 Factors that limit the insurability of Risk.
- 2.6 Framework of Insurance Business.
- 2.7 IRDA policies.

**No of Lectures 10**



### **Unit No. 3 Introduction to Tourism Service**

3.1 Meaning, Definitions and Concepts, tourist destination, Future of Tourism. General Tourism Trends. Types of Tourists, Visitor, Traveler, and Excursionist–Definition and differentiation. Tourism, recreation and leisure, their inter–relationships.

3.2 Introduction to Tourism Industry: Nature, Characteristics and Components of Tourism Industry. Elements and characteristics of tourism product. Tourism product production system, Tourism Product Life Cycle, typology of tourism products.

**No of Lectures 10**

### **Unit No. 4- Banking Services**

4.1 Banking- Bank- Meaning and Definition, Types of Banks, Banking structure in India

4.2 Products and services offered by Bank- Retail banking, Trade Finance, Treasury Operation

4.3 Banking Service- Importance, Types of Banking Services

4.4 International Banking- Functions of International banking

4.5 E- Banking

**No. of Lectures- 10**

### **Unit 5 : Health Care Services**

5.1 **Introduction**

5.2 major initiatives taken by the Government of India to promote Indian healthcare industry are as follows.

5.3 Public healthcare

5.4 Private healthcare.

5.5 Medication

5.6 **Electronic health records.**

5.7 National Rural Health Mission[

5.8 Pradhan Mantri Jan Arogya Yojana(PM-JAY)

### **References:**

1. Text Books : Successful Tourism Management by Seth, P. N., Sterling Publishers Pvt. Ltd. 2006 Tourism Marketing, by Sinha P.C., Anand Publication, 1998
2. Reference Books : Marketing Management & Hospitality and Tourism Marketing by Kotler, Philip, Pearson Education. Hospitality Marketing by Vearne, Morrison Alison
3. Supplementary Reading Material : Tourism Policies of Central Government & Different State Government Promotional Policies of Airlines, Hospitality Industries.
4. Websites <http://tourism.gov.in> [www.incredibleindia.org](http://www.incredibleindia.org)
5. Service Management- James A. Fitzsimmons, Mona J. Fitzsimmons, TATA McGraw Hill.

## Choice Based Credit System Syllabus (2019Pattern)

Mapping of program outcome with course outcome.

**Class:** SYBBA (Sem IV)

**Subject:** Service Sectors Management.

**Course:** Service Sectors Management.

**Course Code:** BBA 2306

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

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

### Justification for Mapping

#### PO1 : Application of Knowledge

**CO1:** Course will help the students to identify all basics of services.

**CO2:** Students will be able to identify how service sector can be an important resource for Indian economy.

**CO3:** Students will be able to analyse the difference between services and products.

**CO4:** After completion of the courses students are able to identify different service sectors in India.

**CO5:** Students will be able to acquire detailed knowledge of service industries in India.

**CO6:** Working pattern of service industry can be analysed by students.

**CO7:** Students will acquire the knowledge of interconnection of service industries.

#### PO2 : Understanding the Business functions.

**CO3:** students will be able to analyse the difference between services and product and accordingly various functions in service industries.

**CO4:** After completion of the courses students are able to identify different service sectors in India and its functioning in detail.

**CO5:** Students will be able to acquire detailed knowledge of service industries in India

**CO6:** Working pattern of service industry can be analysed by students.

**CO7:** students will acquire the knowledge of interconnection of service industries

### **PO3 : Critical Thinking and Systematic research approach**

**CO1:** Students will get detailed knowledge of service sector and accordingly can perform the critical analysis of service industry for modifications

**CO4:** Students can critically evaluate the difference between services and its impact on environmental factors

**CO5:** Students will be able to acquire detailed knowledge of service industries in India

### **PO4 : Ethical decision making**

**CO1:** Students will be able to identify ethical and unethical practices in service sector after completion of the course.

**CO2 :** Students will be able to identify how service sector can be an important resource for Indian economy.

### **PO6 : Leadership and team work**

**CO1:** Students will acquire the knowledge of service sectors and how team work is essential to run the particular services successfully.

**CO5:** Students will be able to analyse the structure of service industry role of team work in success of the industry.

### **PO7 : Application of Management in Various disciplines.**

**CO5:** Students will be able to identify how services will be executed in different sectors.

**CO6:** Working pattern of service industry can be analysed by students.

### **PO8: professional development activities.**

**CO1:** Students will be able to identify the new techniques used in service sectors and professional mechanism of delivering the services to the consumers.

**CO5:** Students will get detailed knowledge of service sector and its professional working pattern

**CO7:** : students will acquire the knowledge of interconnection of service industries.

### **PO10: Entrepreneurial mindset**

**CO1:** Students with the help of detailed information of service sector can get new Idea about service generations

**CO2:** Students as a entrepreneur can be able to find economic value of service sector.

**CO5:** Students will get detailed knowledge of service sector and its professional working pattern

**CO6:** Working pattern of service industry can be analyzed by students to analyse entrepreneurship opportunities in service sector .

**CO7:** Students will be able to identify how services can generate new services interconnectedly.

# **SYLLABUS FOR S.Y.B.B.A. (w. e. from June, 2020)**

## **Academic Year 2020-2021**

**Class :** SYBBA (Sem IV)

**Subject :** Business Exposure

**Course Code :** PR22

### **Course Objectives:**

- 1) To introduce to the students to the general nature and structure of source selected industries and business organization.
- 2) To enhance the awareness of the students towards the functioning of business organizations.
- 3) To introduce the students with organizational structure, Plant layout, Facility location concepts and type of production process.
- 4) The Teachers through class interaction to brief the students about planning for Industrial visits.
- 5) The students to organize individual/group visits (minimum 4) to the business units.
- 6) The students to maintain diary of visits and to write the reports for favor of submission to the Teacher.
- 7) The visits be organized strictly as per prior planning and permission of college authority.

### **Course Outcome :**

**CO1:** Course will provide the opportunity to interact with Industry Experts for students

**CO2:** It gives the students an exposure to current work practices as opposed to theoretical knowledge being taught at their college classrooms.

**CO3 :** Industrial visits are arranged by colleges for their respective students with an objective of providing them an opportunity to explore the different industry sectors like IT, manufacturing, services, finance and marketing.

**CO4 :** Industrial visit helps students to combine their theoretical knowledge of business operations with the practical knowledge of its actual functioning.

**CO5 :** Industrial realities are opened to the students through industrial visits.

**CO6 :** When pursuing a professional degree like BBA, industrial visit has its own importance for students because only the theoretical knowledge is not sufficient for their proper understanding of the actual business operations at the ground level..

**CO7:** Another important perk of going for an industrial visit is that it acts as a bridge between the student and their dream company. The chances of building-up a good relationship with the employees and actually getting an opportunity for an internship or even placement in that company is maximum based on their outstanding performance in spot assignments and showing good manners.

**Assessment:**

The division of marks will be as under:

- |  |          |
|--|----------|
| a) Scrutiny of reports by the teacher: | 50 Marks |
| b) Viva based on field visits:         | 50 Marks |

Anekant Education Society's

**Tuljaram Chaturchand College of Arts, Science and Commerce, Baramati**

**Department of Business Administration [BBA]**

Name of Course: Skill Development using Time Management.

Course Duration: **8 Weeks**

Credits: **2 .**

Fees: **500 Rs.**

Eligibility: Any undergraduate student.

**About Course:**

This course will teach you how Time Management is more important in today's world. The successful time management will help you to become more effective in completing the tasks that you have complete so that there is more time available for you to spend on the things that are important to you. Time management also helps you have a greater sense of control over your life-both at work and at home. Then when something arises that you were not prepared for, you're more likely to be able to deal with it productively rather than getting stopped by it.

**Objectives of the course:**

1. To know the basic knowledge of Time Management
2. To understand acquired practical time management skills for scheduling, planning and prioritising work.
3. To understand the long term, short term and mid-range goals of time management.
4. To learn the time analysis of each activity and manage the Interruptions.

**Course Outcome:**

**CO1:** Improved ability to prioritize tasks and manage time effectively.

**CO2:** Increased productivity and efficiency in completing tasks.

**CO3 :**Enhanced ability to meet deadlines and achieve goals.

**CO4:** Development of effective strategies for planning and coordinating activities.

**CO5:** Improved ability to handle stress and work under pressure.

**CO6:** Increased self-discipline and organization skills.

**CO7:** Prioritize tasks and make effective to-do lists.

**Content / Syllabus of Course:**

<b><u>Sr. No</u></b>	<b><u>Unit Name</u></b>	<b><u>Topic</u></b>	<b><u>Hrs. Alloted</u></b>
1	<b>Introduction on Time Management and Time Analysis</b>	<ul style="list-style-type: none"><li>• Importance of Time Management, Time Analysis, Brief Exercise</li><li>• How is your time management : Self test, Daily Activity Log</li><li>• Analyze time spend in an average week on sleep, meals, chores, exercise, transportation, work, family responsibilities, classes &amp; studying</li></ul>	10
2	<b>Time Management Goals</b>	<ul style="list-style-type: none"><li>• Long Term goal of Time Management</li><li>• Mid-range goal of Time Management</li><li>• Short Term goal of Time Management</li></ul>	05
3	<b>Scheduling of Plan</b>	<ul style="list-style-type: none"><li>• Introduction on plan scheduling, scheduling options (Long term, short term, medium term)</li><li>• Term schedule, weekly schedule, Daily prioritized work</li></ul>	10
4	<b>Managing Interruptions</b>	<ul style="list-style-type: none"><li>• Introduction on managing interruptions</li><li>• Take responsibility for interruptions you cause</li><li>• Tips for managing interruptions</li></ul>	05
Total Hrs.			30

**Examination or Evaluation pattern:**

**Exam Pattern: Theoretical Examination.**

**Marks            50**

**25 Marks        : Objectives questions.**

**25 Marks        : Practical question.**

# Environmental Awareness Program[ EVS]

Second Year BBA [Semester 3]

## **Syllabus Structure :**

Unit 1 : Ecology & Ecosystem.

Unit II Biological Diversity & its Conservation.

Unit 3 : Natural Resources, Energy & their Management.

Unit 4 : Pollution Control & Environmental Technology.

Unit 5 : Project work.[ Field Study]

Examination Pattern : Total 100 Marks [ 75 Marks Theory and 25 Marks Project ]



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

[Autonomous]

**COURSE STRUCTURE FOR BACHELOR OF BUSINESS ADMINISTRATION  
(B.B.A.)**

1. Title of The Degree:

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

2. Objectives:

1. To provide adequate basic understanding about Management Education among the students.
2. To prepare students to exploit opportunities being newly created in the Management Sectors.
3. To develop appropriate skills in the students so as to make them competent and provide themselves self-employment.
4. To inculcate Entrepreneurial skills in students.

2. Duration :

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

4. Eligibility:

- (i) A candidate for being eligible for admission to the Degree course in Bachelor of Business Administration 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.
- (ii) Two years Diploma in Pharmacy after H.S.C., Board of Technical Education conducted by Government of Maharashtra or its equivalent.
- (iii) 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.
- (iv) MCVC

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