DON BOSCO ARTS & SCIENCE COLLEGE ANGADIKADAVU

(Affiliated to Kannur University Approved by Government of Kerala) ANGADIKADAVU P.O., IRITTY, KANNUR – 670706



COURSE PLAN

M Com Finance (2022 – 24)

SEMESTER -I

ACADEMIC YEAR- (2022-23)

| | I Semester MCom Finance (2022 - 24) | | | | | | |
|------------|---|---------------------|------------------------|--|--|--|--|
| SL. No. | Name of Subjects with Code | Name of the Teacher | Duty Hours per week | | | | |
| 1. | COM1C01 Business Environment and Policy | Deepthy Joseph | 6 | | | | |
| 2. | COM1C02 Quantitative Techniques and Operation Research | Alphonsa Mathew | 6 | | | | |
| 3. | COM1C03 Management Information System | Sojimol P J | 6 | | | | |
| 4. | COM1C04 Organizational Behaviour | Athira | 6 | | | | |
| 5. | COM1C05 Accounting for Business Decisions | Shilpa Vichithran | 6 | | | | |
| | Name of Class Incharge: | Alphonsa Mathew | | | | | |

TIME TABLE

| Day | 09.50 Am - 10.45 Am | 10.45 Am - 11.40 Am | 11.55 Am - 12.50 Pm | 01.40 Pm - 02.35 Pm | 02.35 Pm - 03.30 Pm | 03.30 Pm- 04.30 pm |
|-----|------------------------|------------------------|------------------------|------------------------|------------------------|-----------------------|
| 1 | MIS | QT | BE | ABD | OB | MIS |
| 2 | BE | OB | ABD | MIS | QT | BE |
| 3 | ABD | MIS | QT | BE | OB | ABD |
| 4 | OB | ABD | BE | QT | MIS | OB |
| 5 | QT | BE | OB | MIS | ABD | QT |

| Subject Code: | COM1C01 |
|-----------------------|---------------------------------|
| Subject Name: | BUSINESS ENVIRONMENT AND POLICY |
| No. of Credits: | 04 |
| No. of Contact Hours: | 90 |
| Hours per Week: | 5 |
| Name of the Teacher: | DEEPTHY JOSEPH |
| | |

Course Objectives:

- 1. To give the students an exposure to environmental dynamics of contemporary business.
- 2. To develop the skill of decision making by analyzing the business environment and opportunities.

Module I

Business Environment

Dynamics of Business and its Environment-Structure of Business environment-Types of Environment-Internal Environment -External Environment: Micro and Macro Environment Changing Dimensions of Business Environment -Environmental Analysis – Benefits and Limitations.

(20 hours)

Module II

Economic Environment

Significance and constituents of Economic environment -Economic Systems and Business-Industrial Policies -Current Industrial Policy -Fiscal Policy Monetary Policy -Foreign TradePolicy -Disinvestment Business Implications –Economic Reforms-Liberalization and Structural Adjustment Programmes -Foreign Direct Investment: Types, Pros & Cons and trends in FDI Government Policy.

(20 hours)

Module III

Regulatory Environment

Elements of the Regulatory Environment - Regulatory Role of the Government -Forms of Regulation -Business Government Interface -Changing Dimensions of Legal Environment in India: IDRA, MRTP Act, FEMA, FT (D&R) Act, Competition Act, and SEBI. Guidelines for Technology Transfer.

(15 hours)

Module IV

Socio-Cultural Environment

Critical elements of Socio Cultural Environment: Social Institutions and Systems-Culture and its influence- Unemployment and Man Power Planning -Emerging Rural Sector in India -Social Responsibility of Business- Social Audit –Relevance of Business Ethics and Corporate Governance

(15 hours)

Module V Global Environment

Meaning and Nature of Globalization -Impacts –Multi National Corporations -Foreign Collaborations and Indian Business- Non-Resident Indians and Corporate Sector – Global Institutional Framework for Business- GATT/WTO: TRIMS, Agreements on Agriculture and on Textiles and Clothing.

(10 hours)

Practice Hours

Total Hours

(10 hours)

(90 hours)

BOOKS FOR REFERENCE:

1. Dr. Vivek Mittal: Business Enviornment; Text & Cases- Excel Books, New Delhi

- 2. Maheswari and Gupta, A.N. Business, Government and Society.
- 3. Aswathappa, K. Essentials of Business Enviornment, Himalaya Publishing House, Mumbai.
- 4. Francis Cherunilam: Business Environment and Policy.
- 5. Kohli, S. L and Reruthra, N.K. Business Environment
- 6. Misra& Puri: Business Enviornment
- 7. K. Chidambaram: Business Enviornment

| No of Weeks | Dates | Session | Торіс |
|----------------|------------|-----------|---|
| | | 15 August | Independence Day |
| | 15-08-2022 | 1 | Dynamics of Business and its Environment |
| 1 | То | 2 | Structure of Business environment- |
| 1 | | 18 August | Sree Krishna Jayanthi |
| | 20-08-2022 | 3 | Internal Environment |
| | | 4 | External Environment: Micro |
| | | 5 | Macro Environment |
| | 15-08-2022 | 6 | Macro Environment |
| 2 | To | 7 | Changing Dimensions of Business Environment |
| 4 | 20-08-2022 | 8 | Environmental Analysis |
| | | 9 | Environmental Analysis |
| | | 10 | Environmental Analysis Benefits and Limitations |
| 3 | 22-08-2022 | 11 | Class test |

| No of Weeks | Dates | Session | Торіс |
|----------------|------------------|--------------|---|
| | То | 12 | Significance of Economic environment |
| | 27-08-2022 | 13 | Economic Systems and Business - capitalism |
| | | 14 | Socialism |
| | | 15 | Mixed economy |
| | | 16 | Industrial Policies |
| | | 17 | Industrial Policies up to 1991 |
| | | 18 | Current Industrial Policy |
| | 29-08-2022 | 19 | Current Industrial Policy |
| 4 | То | 20 | Fiscal Policy |
| | 03-09-2022 | 21 | Fiscal Policy |
| | | 22 | Monetary Policy |
| | | 23 | Foreign TradePolicy |
| | | 05 September | Onam Vacation |
| | 05-09-2022 | 06 September | Onam Vacation |
| 5 | To 10-09-2022 | 07 September | Onam Vacation |
| C | | 08 September | Onam Vacation |
| | | 09 September | Onam Vacation |
| | | 10 September | Onam Vacation |
| | | 24 | Disinvestment Business Implications |
| | 12-09-2022 | 25 | Economic Reforms |
| 6 | То | 26 | Liberalization and Structural Adjustment Programmes |
| Ŭ | 17-09-2022 | 27 | Liberalization and Structural Adjustment Programmes |
| | 17 07 2022 | 28 | Foreign Direct Investment: Types |
| | | 29 | Pros & Cons of FDI |
| | | 30 | Trends in FDI Government Policy. |
| | 19-09-2022 | 31 | Class test |
| 7 | То | 21 September | Sree Narayana Guru Samadhi |
| | 24-09-2022 | 32 | Elements of the Regulatory Environment |
| | | 33 | Regulatory Role of the Government |
| | | 34 | Forms of Regulation |
| | | 35 | Business Government Interface |
| | 26-09-2022 | 36 | IDRA IDD 4 |
| 8 | То | 37 | IDRA |
| | 01-10-2022 | 38 | MRTP Act |
| | | 39 | FEMA |
| | | 40 | FEMA |
| 9 | 03-10-2022 | 41 | FT (D&R) Act |
| | | 04 October | Mahanavami |

| No of Weeks | Dates | Session | Торіс |
|----------------|------------------|-------------|---|
| | То | 05 October | Vijayadashami |
| | 08-10-2022 | 42 | Competition Act |
| | | 43 | SEBI |
| | | 08 October | Milad-i-Sherif |
| | | 44 | Guidelines for Technology Transfer |
| | 10-10-2022 | 45 | Impact of technology in the society |
| 10 | To | 46 | Levels of technology transfer |
| 10 | | 47 | Class test |
| | 15-10-2022 | 48 | Critical elements of Socio Cultural Environment |
| | | 49 | Social Institutions |
| | | 50 | Social Institutions |
| | 17-10-2022 | 51 | Social Systems |
| 11 | | 52 | Social Systems |
| 11 | To | 53 | Culture and its influence |
| | 22-10-2022 | 54 | Unemployment |
| | | 55 | Man Power Planning |
| | | 24 October | Divali |
| | 24-10-2022 | 56 | Man Power Planning |
| 12 | 21 10 2022 То | 57 | Emerging Rural Sector in India |
| 14 | 29-10-2022 | 58 | Social Responsibility of Business |
| | | 59 | Social Responsibility of Business |
| | | 60 | Social Responsibility of Business |
| | | 61 | Social Audit |
| | 31-10-2022 | 62 | Social Audit |
| 13 | То | 63 | Relevance of Business Ethics |
| 10 | 05-11-2022 | 64 | Relevance of Business Ethics |
| | 05-11-2022 | 65 | Corporate Governance |
| | | 66 | Corporate Governance |
| | | 67 | Class test |
| | 07-11-2022 | 68 | Meaning and Nature of Globalization |
| 14 | To 12-11-2022 | 69 | Globalization -Impacts |
| | | 70 | Multi National Corporations |
| | | 71 | Multi National Corporations |
| | | 12 November | Second Saturday |
| | 14-11-2022 | 72 | Foreign Collaborations and Indian Business |
| 15 | То | 73 | Non-Resident Indians and Corporate Sector |
| | 10 | 74 | GATT |

| No of Weeks | Dates | Session | Торіс |
|----------------|------------------|---------|---|
| | 19-11-2022 | 75 | GATT |
| | | 76 | WTO |
| | | 77 | WTO |
| | | 78 | WTO |
| | 01 11 0000 | 79 | TRIMS |
| 16 | 21-11-2022 To | 80 | Agreements on Agriculture and on Textiles and Clothing. |
| | 26-11-2022 | 81 | Revision |
| | | 82 | Revision |
| | | 83 | Revision |
| | | 84 | II Internal Examinations |
| | 28-11-2022 | 85 | II Internal Examinations |
| 17 | 20 11 2022 То | 86 | II Internal Examinations |
| 17 | 03-12-2022 | 87 | II Internal Examinations |
| | 03-12-2022 | 88 | II Internal Examinations |
| | | 89 | Revision |
| | | 90 | Revision |
| | 28-11-2022 | | |
| 18 | То | | |
| 10 | 03-12-2022 | | |
| | 03-12-2022 | | |
| | | | |

| Subject Code: | COM1C02 |
|-----------------------|---|
| Subject Name: | QUANTITATIVE TECHNIQUES AND OPERATION RESEARCH |
| No. of Credits: | 04 |
| No. of Contact Hours: | 90 |
| Hours per Week: | 6 |
| Name of the Teacher: | ALPHONSA MATHEW |

SYLLABUS

COURSE OBJECTIVES:

1. To make the students understand some of the basics of quantitative techniques

2. To equip the students to apply operation research techniques for decision making.

Module I

Probability -Meaning and definition -Basic concepts -Addition Theorem and Multiplication Theorem -Bayes' Theorem (Applications Only)

Contact Hours-15

Module II

Probability Distributions -Introduction -Random variable -Uses of Expected value in decision making, Binomial Distribution -Poisson Distribution -Normal Distribution.

Contact Hours-15

Module III

Testing of Hypothesis -Introduction -Concepts basic to Hypothesis testing procedure Hypothesis testing for Mean -Difference between means -Hypothesis testing for Proportion Difference between Proportions –Z test-T test -F test.

Contact Hours-10

Module IV

Operation Research (OR) -Introduction -Uses -Tools in OR -Modeling in OR - Limitations of OR.

Contact Hours-10

Module V Linear Programming- Basic concepts- uses and applications-Graphic method of solution to the LPP

Contact Hours-10

Module VI

Network analysis -PERT and CPM -Basic concepts -Construction of Network Diagram Calculation of Critical Path -Float -Slacks – (Avoid Crashing of activities and Resource allocation)

Contact Hours-20

| No of Weeks | Dates | Session | Торіс |
|----------------|------------|--------------|--|
| | 15-08-2022 | 15 August | Probability -Meaning and definition |
| 1 | То | 1 | Basic concepts- Events and types of events |
| 1 | 20-08-2022 | 2 | Set theory notations |
| | 20-08-2022 | 18 August | Second Saturday |
| | | 3 | Probability – combination-based problems |
| | | 4 | Addition Theorem - Problem |
| | 15-08-2022 | 5 | Addition Theorem - Problem |
| 2 | То | 6 | Mahanavami |
| | 20-08-2022 | 7 | Vijayadashami |
| | | 8 | Addition Theorem - Problem |
| | | 11 | Multiplication Theorem- problems |
| | 22-08-2022 | 12 | Nabidinam |
| 3 | То | 13 | Multiplication Theorem- problems |
| 5 | 27-08-2022 | 14 | Addition and multiplication - Problems |
| | 27-08-2022 | 15 | Addition and multiplication - Problems |
| | | 16 | Bayes' Theorem |
| | | 17 | Bayes' Theorem- Problems |
| | 29-08-2022 | 18 | Class Test – Module I |
| 4 | To | 19 | Probability Distributions -Introduction |
| - | 03-09-2022 | 20 | Random variable |
| | 03-07-2022 | 21 | Expectation of Random variable |
| | | 22 | Uses of Expected value in decision making |
| | | 23 | Binomial Distribution |
| | | 05 September | Binomial Distribution- Problems |
| | 05-09-2022 | 06 September | Binomial Distribution- Problems |
| 5 | То | 07 September | Diwali |
| | 10-09-2022 | 08 September | Binomial Distribution- Problems |
| | | 09 September | Poisson Distribution |
| | | 10 September | Poisson Distribution- Problems |
| | | 24 | Poisson Distribution- Problems |
| | 12-09-2022 | 25 | Normal Distribution |
| 6 | То | 26 | Problems based on Normal Distribution |
| | 17-09-2022 | 27 | Problems based on Normal Distribution |
| | | 28 | Second Saturday |
| | | 29 | Class test – Module II |
| 7 | 19-09-2022 | 30 | Testing of Hypothesis -Introduction |
| , | 17 07 2022 | 31 | Concepts basic to Hypothesis testing |

| | То | 21 September | Procedure of Hypothesis testing |
|----|------------|--------------|---|
| | 24-09-2022 | 32 | Hypothesis testing for Mean |
| | 24-09-2022 | 33 | Hypothesis testing for difference between means |
| | | 34 | Hypothesis testing for Proportion Difference between Proportions |
| | | 35 | Z test- Problems |
| | 26-09-2022 | 36 | T test- Problems |
| 8 | То | 37 | F test- Problems |
| | 01-10-2022 | 38 | Class Test – Module III |
| | | 39 | Operation Research (OR) -Introduction |
| | | 40 | Operation Research-Uses |
| | | 41 | Tools in OR |
| | 03-10-2022 | 04 October | Modelling in OR |
| 9 | То | 05 October | Modelling in OR |
| | 08-10-2022 | 42 | Limitations of OR |
| | | 43 | Seminar |
| | | 08 October | Seminar |
| | | 44 | Class Test – Module IV |
| | 10-10-2022 | 45 | Linear Programming- Introduction |
| 10 | То | 46 | Basic concepts |
| | 15-10-2022 | 47 | Uses of LPP |
| | | 48 | Second Saturday |
| | | 49 | Applications of LPP |
| | | 50 | Graphic method of solution to the LPP |
| | 17-10-2022 | 51 | Graphic method of solution to the LPP |
| 11 | То | 52 | Graphic method of solution to the LPP |
| | 22-10-2022 | 53 | Class Test – Module V |
| | | 54 | Network analysis |
| | | 55 | PERT |
| | | 24 October | PERT |
| | 24-10-2022 | 56 | PERT |
| 12 | То | 57 | CPM |
| | 29-10-2022 | 58 | СРМ |
| | | 59 | |
| | | 60 | |
| | 21 10 2022 | 61 | |
| 10 | 31-10-2022 | 62 | |
| 13 | To | 63 | |
| | 05-11-2022 | 64 | |
| | | 65 | |

| | | 66 | |
|----|--------------------------------|-------------|---------------------------------|
| | 07.11.0000 | 67 | I Internal Examination |
| | | 68 | I Internal Examination |
| 14 | 07-11-2022 | 69 | I Internal Examination |
| 14 | To | 70 | Construction of Network Diagram |
| | 12-11-2022 | 71 | Construction of Network Diagram |
| | | 12 November | Construction of Network Diagram |
| | | 72 | Construction of Network Diagram |
| | 14-11-2022 | 73 | Calculation of Critical Path |
| 15 | | 74 | Calculation of Critical Path |
| 15 | To | 75 | Calculation of Critical Path |
| | 19-11-2022 | 76 | Seminar |
| | | 77 | Seminar |
| | | 78 | Float |
| | 21-11-2022 To 26-11-2022 | 79 | Float |
| 16 | | 80 | Slacks |
| 10 | | 81 | Slacks |
| | | 82 | Class Test – Module VI |
| | | 83 | Revision – Module I,II |
| | | 84 | II Internal Examinations |
| | 28-11-2022 | 85 | II Internal Examinations |
| 17 | То | 86 | II Internal Examinations |
| 1/ | 03-12-2022 | 87 | II Internal Examinations |
| | 03-12-2022 | 88 | II Internal Examinations |
| | | 89 | Revision- Module III,IV |
| | | 90 | Revision -Module V |
| | 28-11-2022 | | |
| 18 | То | | |
| 10 | 03-12-2022 | | |
| | 05 12 2022 | | |
| | | | |
| | | | |

| Subject Code: | COM1C03 |
|-----------------------|-------------------------------|
| Subject Name: | MANAGEMENT INFORMATION SYSTEM |
| No. of Credits: | 04 |
| No. of Contact Hours: | 90 |
| Hours per Week: | 5 |
| Name of the Teacher: | Sojimol P J |

COM1C03 MANAGEMENT INFORMATION SYSTEM

90 Hours Credit 04

Module I.

Introduction -Meaning and nature -Elements -Evolution -Functions -Relation with other disciplines -Information Technology and MIS. (10 hours)

Module II.

Concept of Information -Definition -Types -Mathematical definition -Entropy -Redundancy Data - Reduction Techniques -Age, Quality and Value of Information -Application of Information concepts to MIS design. (12 hours)

Module III.

System concepts -Definition -Characteristics -General model of system -Types of systems Simplification -Decoupling -Control in systems -Positive and negative feedbacks -Law of requisite variety -Input, Process and Output controls -System concepts applied to MIS design. (13 hours)

Module IV.

Structure of MIS-Multiple approaches to the structure of MIS-Operating elements-Physicalcomponents -processing functions -output for users -MIS structure based on the level of management activity -Decision support -Organisational functions -Formal and Informal -Publicand Private synthesis of MIS structure. (15 hours) Module V.

Systems analysis and Design -Development and Implementation -System Development Life Cycle -Prototyping and User development approach. (15 hours)

Module VI.

Data Communication and Networking -Uses and types of Networks -LAN -WAN – MAN - Topologies -E-mail -Teleconferencing -Internet Protocols -World Wide Web. Latest Trends in Information Technology (15 hours)

Practice Hours (10 hours)

Total Hours (90 hours)

| No of Weeks | Dates | Session | Торіс |
|----------------|--------------------------------|-----------|---|
| | | 15 August | Independence Day |
| | 15-08-2022 | 1 | Introduction -Meaning |
| 1 | То | 2 | nature |
| 1 | 20-08-2022 | 18 August | Sree Krishna Jayanthi |
| | 20-08-2022 | 3 | Elements -Evolution |
| | | 4 | Functions |
| | | 5 | Relation with other disciplines |
| | 22-08-2022 To 27-08-2022 | 6 | Information Technology and MIS |
| 2 | | 7 | Information Technology and MIS |
| 2 | | 8 | Information Technology and MIS |
| | | 9 | Information Technology and MIS |
| | | 10 | Class test |
| | 29-08-2022 | 11 | Module II. Concept of Information -Definition |
| 3 | То | 12 | Types -Mathematical definition |
| | 03-09-2022 | 13 | Entropy -Redundancy Data |
| | | 14 | Reduction Techniques |

| No of Weeks | Dates | Session | Торіс |
|----------------|--------------------------------|--------------|--|
| | | 15 | Age, Quality and Value of Information |
| | | 16 | Age, Quality and Value of Information |
| | | 05 September | Onam Vacation |
| | 05-09-2022 | 06 September | Onam Vacation |
| 4 | To 10-09-2022 | 07 September | Onam Vacation |
| - | | 08 September | Onam Vacation |
| | 10-09-2022 | 09 September | Onam Vacation |
| | | 10 September | Onam Vacation |
| | | 17 | -Application of Information concepts to MIS design |
| | | 18 | -Application of Information concepts to MIS design |
| | 12-09-2022 | 19 | Class test |
| 5 | To 17-09-2022 | 20 | Module III.System concepts |
| | | 21 | Characteristics -General model of system |
| | | 22 | Types of systems Simplification |
| | | 23 | Decoupling -Control in systems |
| | 19-09-2022 To 24-09-2022 | 24 | Positive and negative feedbacks -Law of requisite variety |
| 6 | | 21 September | Sree Narayana Guru Samadhi |
| | | 25 | Input, Process and Output controls |
| | | 26 | Input, Process and Output controls |
| | | 27 | System concepts applied to MIS design. |
| | 26-09-2022 | 28 | System concepts applied to MIS design. |
| | | 29 | System concepts applied to MIS design. |
| | | 30 | System concepts applied to MIS design. |
| 7 | | 31 | Class test |
| 1 | To 01-10-2022 | 32 | Module IV. Structure of MIS-Multiple approaches to the structure of MIS |
| | | 33 | Operating elements |
| | | 34 | Operating elements |
| | 02 10 2022 | 04 October | Mahanavami |
| 0 | 03-10-2022 | 05 October | Vijayadashami |
| 8 | To | 35 | Physical components |
| | 08-10-2022 | 36 | processing functions |
| | | 08 October | Milad-i-Sherif |
| 9 | 10, 10, 2022 | 37 | output for users |
| <i>y</i> | 10-10-2022 | 38 | MIS structure based on the level of management activity |

| No of Weeks | Dates | Session | Торіс |
|----------------|--------------------------------|-------------|---|
| | То | 39 | Decision support |
| | 15-10-2022 | 40 | Organisational functions |
| | | 41 | Formal and Informal |
| | | 42 | Formal and Informal |
| | | 43 | I Internal Examination |
| | 17-10-2022 | 44 | I Internal Examination |
| 10 | То | 45 | I Internal Examination |
| 10 | 22-10-2022 | 46 | I Internal Examination |
| | 22-10-2022 | 47 | I Internal Examination |
| | | 48 | I Internal Examination |
| | | 24 October | Divali |
| | | 49 | Public and Private synthesis of MIS structure |
| | 24-10-2022 | 50 | Public and Private synthesis of MIS structure |
| 11 | То | 51 | Class test |
| | 29-10-2022 | | Module V. |
| | 27 10 2022 | 52 | |
| | | | Systems analysis and Design |
| | | 53 | Development and Implementation |
| | 31-10-2022 To 05-11-2022 | 54 | Development and Implementation |
| | | 55 | System Development Life Cycle |
| 12 | | 56 | System Development Life Cycle |
| | | 57 | System Development Life Cycle |
| | | 58 | Prototyping |
| | | 59 | Prototyping |
| | | 60 | User development approach |
| | 07 11 2022 | 61 | User development approach |
| 10 | 07-11-2022 | 62 | Class test |
| 13 | To 12-11-2022 | 63 | Module VI. Data Communication and Networking |
| | | 64 | Uses |
| | | 12 November | Second Saturday |
| | | 65 | types of Networks |
| | 14-11-2022 | 66 | types of Networks |
| 14 | То | 67 | types of Networks |
| 11 | 19-11-2022 | 68 | types of Networks |
| | 17 11 2022 | 69 | -LAN -WAN –MAN |
| | | 70 | -LAN -WAN –MAN |
| 15 | 21-11-2022 | 71 | -LAN -WAN –MAN |

| No of Weeks | Dates | Session | Торіс |
|----------------|------------------|---------|---|
| | То | 72 | -LAN -WAN –MAN |
| | 26-11-2022 | 73 | -LAN -WAN –MAN |
| | | 74 | Topologies |
| | | 75 | Topologies |
| | | 76 | E-mail -Teleconferencing |
| | | 77 | E-mail -Teleconferencing |
| | 28-11-2022 | 78 | Internet Protocols |
| 16 | то То | 79 | Internet Protocols |
| 10 | 03-12-2022 | 80 | Internet Protocols |
| | 03-12-2022 | 81 | World Wide Web |
| | | 82 | World Wide Web |
| | 28-11-2022 To | 83 | II Internal Examinations |
| | | 84 | II Internal Examinations |
| 17 | | 85 | II Internal Examinations |
| 17 | 03-12-2022 | 86 | II Internal Examinations |
| | 03-12-2022 | 87 | II Internal Examinations |
| | | 88 | Latest Trends in Information Technology |
| | | 89 | Latest Trends in Information Technology |
| | | 90 | Class test |
| 18 | | | |
| 10 | | | |
| | | | |
| | | | |

| Subject Code: | COM1CO4 | |
|-----------------------|--------------------------|--|
| Subject Name: | ORGANISATIONAL BEHAVIOUR | |
| No. of Credits: | 4 | |
| No. of Contact Hours: | 90 | |
| Hours per Week: | 6 | |
| Name of the Teacher: | ATHIRA P | |

SYLLABUS

COM1C04 ORGANISATIONAL BEHAVIOUR

COURSE OBJECTIVES: The objectives of the course are to help the students. 1. To understand the conceptual framework of management and organizational behaviour.

2. To understand the applicability of the concept.

<u>Module I</u>.Organizational Behaviour-Concept and significance, relationship betweenmanagement and organizational behaviour, emergence and ethical perspective, attitudes, perception -learning -personality, Learningtheories- classical conditioning- operant conditioning- Cognitive- social learning- Personality theories-Type theory- Trait theory- Psycho analytical theory. (15 hours).

Module II. Motivation-Process of motivation -theories of motivation -Need Hierarchy theory -Theory X and Theory Y - Two Factor theory -Alderfer's theory - Mc Cleland's learned need theory -Victor Vroom's expectancy theory -Stacy Adams Equity theory. **(20hours).**

<u>Module III</u>.Group Dynamics and Team Development- Group Dynamics -Definition and Importance -Types of groups -Group formation -GroupDevelopment -Group composition -Group performance factors -Principle centred approach toteam development.(20hours).

<u>Module IV</u>.Organizational Conflicts- Dynamics and Management -Sources -Patterns -Levels and Types of Conflict, Traditionaland Modern approaches to conflict: Functional and Dysfunctional Organizational conflicts, Resolution conflict-Transactional analysis.(10 hours).

<u>Module V</u>.Organizational Development-Concept -Need for change –Types -Resistance to change -Theories of planned change, Organizational Diagnosis -OD intervention –Benefits and limitations of OD.(15 hours).

Practice Hours (10 hours) Total Hours (90 hours)

BOOKS FOR REFERENCE:

1. Hersey, Paul, Kenneth H and Derry E. Johnson. Management of Organizational Behaviour, Prentice Hall, New Delhi.

2. Koontz, Harold, Cyril O' Donnell and Heinz Weihich. Essentials of Management, Tata

McGraw Hill, New Delhi.

3. Robbins Stephen P. Organizational Behaviour, Prentice Hall, New Delhi. 4. Shukla Madhukar. Understanding Organization Theory and Practice in India, Prentice Hall, New Delhi.

5. Banerjee M Organizational Behaviour, Allied Publishers Pvt. Ltd. Bombay. 6. Prasad L. M. Organizational Behaviour, Sultan Chand & Co. New Delhi.

7. Agarwal R. D. Organization and Management, Sultan Chand & Co. New Delhi.

8. M.N. Mishra: Organizational Behaviour

| No of Weeks | Dates | Session | Торіс |
|----------------|--------------------------------|-----------|--|
| | 15-08-2022 | 15 August | Independence Day |
| | | 1 | Concept -Nature contributing disciplines of organizationalbehavior |
| 1 | То | 2 | Models of OrganizationalBehavior |
| | 20-08-2022 | 18 August | Sree Krishna Jayanthi |
| | | 3 | Concept, Determinants of Personality |
| | | 4 | Theories of Personality |
| | | 5 | Concept of Perception and Process |
| | 15-08-2022 To 20-08-2022 | 6 | Perceptual Errors and Distortion |
| | | 7 | Attitude -Concept-Definition -Components |
| 2 | | 8 | Theories of Attitude Formation-Measurement of Attitude |
| | | 9 | Concept & Nature of Learning-Process of Learning |
| | | 10 | Theories of Learning-Factors affecting Learning |
| | | 11 | Case Study on Personality |
| | | 12 | Unit test 1 |
| | 22-08-2022 | 13 | Concept of Motivation and Process |
| 3 | То | 14 | Motivation Theories- Maslow's Need Hierarchy Theory |
| | 27-08-2022 | 15 | Theory X and Theory Y-Two Factor Theory |
| | | 16 | Alderfer's Theory, McClelland Theory-Adams Equity Theory |
| 4 | 29-08-2022 | 17 | Victor Vrooms Expectancy Theory |
| 4 | 4 29-08-2022 | 18 | Case Study on Perception |

| No of Weeks | Dates | Session | Торіс |
|----------------|--------------------------------|--------------|--|
| | То | 19 | Case Study on Motivation |
| | 03-09-2022 | 20 | Seminar by Students |
| | | 21 | Seminar by Students |
| | | 22 | Seminar by Students |
| | | 23 | Unit test 2 |
| | | 05 September | Onam Vacation |
| | 05-09-2022 | 06 September | Onam Vacation |
| 5 | То | 07 September | Onam Vacation |
| 5 | 10-09-2022 | 08 September | Onam Vacation |
| | 10-09-2022 | 09 September | Onam Vacation |
| | | 10 September | Onam Vacation |
| | | 24 | Concept of Group Dynamics |
| | 12-09-2022 | 25 | Concept and Nature of Group |
| 6 | То | 26 | Types of Groups |
| U | 17-09-2022 | 27 | Theories of Group Formation |
| | 17-09-2022 | 28 | Stages in Group Development |
| | | 29 | Reasons for Emergence of Informal Groups |
| | 19-09-2022 To 24-09-2022 | 30 | Dysfunctions or Demerits of Informal Group |
| | | 31 | Functions of Informal Groups |
| 7 | | 21 September | Sree Narayana Guru Samadhi |
| / | | 32 | Factors Influencing Group Behaviour |
| | | 33 | Group Cohesiveness |
| | | 34 | Group Norms |
| | | 35 | Relationship between Group Cohesiveness and Productivity |
| | 26-09-2022 | 36 | Group Composition, Group Performance Factors |
| 8 | То | 37 | Unit test 3 |
| | 01-10-2022 | 38 | Case Study on Group Activities |
| | | 39 | Organisational Conflict-Concept- Definition |
| | | 40 | Nature of Organisational Conflict |
| | | 41 | Stages in Organisational Conflict |
| | 03-10-2022 | 04 October | Mahanavami |
| 9 | То | 05 October | Vijayadashami |
| , | 08-10-2022 | 42 | Positive Outcomes of Organisational Conflict |
| | 00-10-2022 | 43 | Negative Effects of Organisational Conflict |
| | | 08 October | Milad-i-Sherif |
| 10 | 10-10-2022 | 44 | Levels of Organisational Conflict |
| 10 | 10-10-2022 | 45 | Traditional and Modern Approaches to Conflict |

| No of Weeks | Dates | Session | Торіс |
|----------------|--------------------------------|-------------|---|
| | То | 46 | Resolution of Conflict, Simulation of Conflict |
| | 15-10-2022 | 47 | Case Study on Conflict Management |
| | | 48 | Unit test 4 |
| | | 49 | Old Question Paper Discussion |
| | | 50 | Seminar by Students |
| | | 51 | Seminar by Students |
| | 17-10-2022 | 52 | Concept and Nature of Organisational Change |
| 11 | То | 53 | Forces in Organisational Change |
| | 22-10-2022 | 54 | Process of Planned Change |
| | | 55 | Causes of Resistance to Change, Overcoming Resistance to Change |
| | | 24 October | Diwali |
| | 24-10-2022 | 56 | Group Dynamics for Change |
| 12 | 24-10-2022 To | 57 | Force Field Analysis, Change Agents |
| 12 | | 58 | Concept of Organisation Development |
| | 29-10-2022 | 59 | Characteristics of Organisation Development |
| | | 60 | Case Study on Change Management |
| | 31-10-2022 To 05-11-2022 | 61 | Unit test 5 |
| | | 62 | Old Question Paper Discussion |
| 13 | | 63 | Difference between OD and Management Development |
| 15 | | 64 | Objectives of Organisation Development |
| | | 65 | Benefits, Limitations of Organisation Development |
| | | 66 | Assumptions of Organisational Development |
| | | 67 | Process of Organisation Development |
| | 07-11-2022 | 68 | Action research Model of OD |
| 14 | То | 69 | OD Intervention Techniques |
| 14 | 12-11-2022 | 70 | OD Intervention Techniques |
| | 12-11-2022 | 71 | Case Study on Organization Development |
| | | 12 November | Second Saturday |
| | | 72 | Concept of Organisational Effectiveness |
| | 14-11-2022 | 73 | Organisational Climate and Culture |
| 15 | То | 74 | Impact of Organisation Culture |
| 13 | 19-11-2022 | 75 | Transactional Analysis |
| | 19-11-2022 | 76 | Leadership and Leadership Theories, Types |
| | | 77 | Importance and Limitations of Leadership |
| | 21-11-2022 | 78 | Case Study on Leadership |
| 16 | To | 79 | Factors Influencing Value Formation |
| | 10 | 80 | Revision Module 1 |

| No of Weeks | Dates | Session | Торіс |
|----------------|------------|---------|---------------------------|
| | 26-11-2022 | 81 | Revision Module 2&3 |
| | | 82 | Revision Module 4&5 |
| | | 83 | Old questions discussions |
| | | 84 | II Internal Examinations |
| | 28-11-2022 | 85 | II Internal Examinations |
| 17 | To | 86 | II Internal Examinations |
| 17 | 03-12-2022 | 87 | II Internal Examinations |
| | 03-12-2022 | 88 | II Internal Examinations |
| | | 89 | Old questions discussions |
| | | 90 | Old questions discussions |
| | 28-11-2022 | | |
| 18 | To | | |
| 10 | | | |
| | 03-12-2022 | | |
| | | | |

| Subject Code: | COM1CO5 | |
|-----------------------|-----------------------------------|--|
| Subject Name: | ACCOUNTING FOR BUSINESS DECISIONS | |
| No. of Credits: | 04 | |
| No. of Contact Hours: | 90 | |
| Hours per Week: | 6 | |
| Name of the Teacher: | SHILPA VICHITHRAN | |

Module I. Introduction: Management Accounting : Need and Importance -Meaning - Definition - Objectives-Scope. (3 Hours)

Module II. New Trends in Budgeting : Problems in Traditional Budgeting -Zero Base Budgeting (ZBB) Process -Advantages -Difference between Traditional Budgeting and Zero Base Budgeting Programme Budgeting -Performance Budgeting -Distinction between Programme Budgeting and Performance Budgeting -Participative Budgeting - Responsibility Accounting -Meaning and Definition -Responsibility Centres -Social Accounting -Government accounting and Environment accounting (Only relevant issues related to business decisions). (25 Hours)

Module III. LongTermInvestmentDecisions:CapitalBudgeting-meaning -importance -process Evaluation Techniques -Urgency -Payback -ARR -Improvement on traditional approach -Discounted Cash flow Techniques -Net Present Value -Internal Rate of Return -Terminal Value Method - Profitability Index -Capital Rationing. (20 Hours)

Module IV. Risk Analysis in Capital Budgeting: Relationship between risk and returns - Techniques: Risk Adjusted Discount Rate -Certainty Equivalent Coefficient - Sensitivity Analysis –Probability Assignment -Standard Deviation -Coefficient of Variation -Decision Tree Analysis –Game Theory. (12 Hours)

Module V Cost of Capital: Meaning -Definition -Assumptions -Importance -Types of cost of capital Theories of cost of capital -Factories determining cost of capital -Methods of computing cost of equity share capital -cost of preference share capital -cost of debt capital - cost of retained earnings -Weighted average cost of capital. (20 Hours)

| No of Weeks | Dates | Session | Торіс |
|----------------|------------|-----------|--|
| | | 15 August | Independence Day |
| | 15-08-2022 | 1 | Management Accounting: need and importance |
| 1 | То | 2 | Meaning-definition |
| | 20-08-2022 | 18 August | Sree Krishna Jayanthi |
| | | 3 | Objectives-scope |

| No of Weeks | Dates | Session | Торіс |
|----------------|--------------------------------|--------------|--|
| | | 4 | Problems in traditional budgeting |
| | | 5 | ZBB and its process |
| | 15-08-2022 | 6 | Advantages and diff. between traditional and ZBB budgeting |
| 2 | То | 7 | Programme budgeting |
| 2 | 20-08-2022 | 8 | Performance budgeting |
| | 20 00 2022 | 9 | Distinction between programme and performance budgeting |
| | | 10 | Participative budgeting |
| | | 11 | Responsibility accounting |
| | 22-08-2022 | 12 | Responsibility centres |
| 3 | То | 13 | Social accounting |
| 5 | 27-08-2022 | 14 | Government accounting |
| | 27-00-2022 | 15 | Environment accounting |
| | | 16 | Class Test 1 |
| | | 17 | Module 2 – capital Budgeting - Meaning and importance |
| | | 18 | Process |
| | 29-08-2022 To 03-09-2022 | 19 | Evaluation techniques |
| 4 | | 20 | Urgency |
| | | 21 | Payback |
| | | 22 | ARR |
| | | 23 | Improvement on traditional approach |
| | 05-09-2022 To 10-09-2022 | 05 September | Onam Vacation |
| | | 06 September | Onam Vacation |
| 5 | | 07 September | Onam Vacation |
| | | 08 September | Onam Vacation |
| | | 09 September | Onam Vacation |
| | | 10 September | Onam Vacation |
| | | 24 | Discounted cash flow techniques |
| | 12-09-2022 | 25 | Net present value |
| 6 | То | 26 | Internal rate of return |
| | 17-09-2022 | 27 | Terminal value method |
| | | 28 | Profitability index |
| | | 29 | Capital rationing |
| | 19-09-2022 | 30 | Risk analysis |
| 7 | То | 31 | Relationship between risk and return |
| | 24-09-2022 | 21 September | Sree Narayana Guru Samadhi |
| | | 32 | Risk adjusted discount rate |

| Dates | Session | Торіс |
|--------------------------------|--|---|
| | 33 | Problems |
| | 34 | Problems |
| | 35 | Problems |
| 26-09-2022 | 36 | Problems |
| To 01-10-2022 | 37 | Problems |
| | 38 | Problems |
| | 39 | Problems |
| | 40 | Problems |
| 03-10-2022 To 08-10-2022 | 41 | Class Test 2 |
| | 04 October | Mahanavami |
| | 05 October | Vijayadashami |
| | 42 | Problems |
| | | Problems |
| | | Milad-i-Sherif |
| | | Problems |
| 10-10-2022 | | Problems |
| To To 15-10-2022 | | Problems |
| | | Problems |
| | | Problems |
| | 49 | Problems |
| 17-10-2022 To 22-10-2022 | 50 | Problems |
| | 51 | Problems |
| | 52 | Problems |
| | 53 | Cost of equity share capital |
| | | Cost of preference share capital |
| | | Cost of debt capital |
| 24-10-2022 To 29-10-2022 | | Divali |
| | | Cost of retained earnings |
| | | WACC |
| | | Budget |
| | | Budgetary control |
| | | Standard costing |
| 31-10-2022 To 05-11-2022 | | Fixed budget |
| | | Flexible budget |
| | 63 | Problems on fixed and flexible budget |
| | 64 | Problems on fixed and flexible budget |
| | 26-09-2022 To 01-10-2022 03-10-2022 To 08-10-2022 10-10-2022 To 15-10-2022 To 22-10-2022 To 29-10-2022 To 29-10-2022 | 33343435363703801-10-2022394003-10-202204 October04 October05 October10-10-20224308 October10-10-20224410-10-20224410-10-20224410-10-202246To4715-10-2022484917-10-202251To52To5322-10-2022545524-10-20225657To24-10-202256575829-10-2022596031-10-202262To6305-11-2022 |

| No of Weeks | Dates | Session | Торіс |
|----------------|--------------------------------|-------------|---------------------------------------|
| VV CCINS | | 65 | Problems on fixed and flexible budget |
| | | 05 | |
| | | 66 | Problems on fixed and flexible budget |
| 14 | 07-11-2022 To 12-11-2022 | 67 | Certainty equivalent coefficient |
| | | 68 | Sensitivity analysis |
| | | 69 | Probability assignment |
| | | 70 | Standard deviation |
| | | 71 | Coefficient of variation |
| | | 12 November | Second Saturday |
| 15 | 14-11-2022 To 19-11-2022 | 72 | Decision tree analysis |
| | | 73 | Game theory |
| | | 74 | Class test 2 |
| | | 75 | Capital budgeting |
| | | 76 | Cost of capital |
| | | 77 | Meaning |
| 16 | 21-11-2022 To 26-11-2022 | 78 | Definition |
| | | 79 | Assumptions |
| | | 80 | Importance |
| | | 81 | Types of cost of capital |
| | | 82 | Factors determining cost of capital |
| | | 83 | Methods |
| 17 | 28-11-2022 To 03-12-2022 | 84 | Computing |
| | | 85 | II Internal Examinations |
| | | 86 | II Internal Examinations |
| | | 87 | II Internal Examinations |
| | | 88 | II Internal Examinations |
| | | 89 | II Internal Examinations |
| 18 To | | 90 | II Internal Examinations |
| | 28-11-2022 To 03-12-2022 | | |
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