ST. ALOYSIUS COLLEGE (AUTONOMOUS), JABALPUR

Reaccredited 'A++ 'Grade by NAAC (CGPA:3.58/4.00)
College with Potential for Excellence by UGC
DST-FIST Supported & STAR College Scheme by DBT

Faculty of Management

Bachelor of Business Administration (B.B.A)

B.B.A. I Semester

Subject- Principles and Practice of Management

Paper-Major

Course Outcomes

CO. No.	Course Outcomes	Cognitive Level
CO 1	Student will be able assess the global context for planning, coordinating and monitoring managerial behaviour.	A
CO 2	Through various planning and decision making techniques, students can learn about how businesses ensure to remain in a competitive market.	A,S
CO 3	Students will understand various forms of organizational structure and their importance.	U
CO 4	Students can learn about various strategies used by businesses to maintain and improve employee efficiency.	K
CO 5	Sensitize students about management practices as per various concepts.	U, A

Credit and Marking Scheme

	Credits	Marks		Total Marks
		Internal	External	
Theory	6	30	70	**100**

Evaluation Scheme

	Marks	
	Internal	External
Theory	3 Internal Exams of 15 Marks each (During the Semester) (Best 2 will be taken)	1 External Exams (At the End of Semester)

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Content of the Course

Theory

No. of Lectures (in hours per week): 3 Hrs. per week

Total No. of Lectures: 60 Hrs. **Maximum Marks:** 100

Units	Topics	No. of Lectures
I	Management in Indian Knowledge Tradition- Management in India ethos, Indian models, spiritual values and management. Modern Concept of Management- Meaning, definitions, importance, and functions. Management Principles by Henry Fayol	10
II	Planning- Meaning, Definitions, Importance, Types and Process. Difference between Planning and Forecasting. Management by Objectives (MBO) - Meaning, Definitions, and Process. Strategies and Policies.	10
III	Organization- Meaning, Definitions, Importance. Organizational Structures- Types, Departmentalization, Meaning and Concept Organisational Behaviour- Indian and Western Perspectives. Authority And Responsibility- Concept and Definitions -.	10
IV	Basics of Human resource planning ,Recruitment Of Employees -Meaning, Sources, Selection Process, Interviews, Training, Evaluation and Placement. Training- Meaning, Types	10
V	Directing- Meaning, Definition, Objectives, And Nature. Controlling - Meaning, Definition, Type and Process.	10

REFERENCE

- Agrawal, R.D., Organization & Management, McGraw Hill, New Delhi (1982).
- Awasthi, Paritosh (Dr.), Sethi, Dinesh (Dr.), Mandloi, Jagatsingh (Dr.),& Dhand, Shweta, Prabandh Ke Siddhant, Madhya Pradesh Hind Granth Academy, Bhopal (Latest Edition).
- Dhand, Rakesh (Dr.), Yadav, Pragya (Dr.), & Gautam, Rajni (Dr.), Vyavasaya Prabandh (BBA) (Pratham Varsh), Madhya Pradesh Hindi Granth Academy, Bhopal (Latest Edition).
- Koontz, H., & Weihrich, H., Management (International Student Edition), McGraw-Hill, Tokyo (1980).

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Faculty of Management

Bachelor of Business Administration (B.B.A)

B.B.A. I Semester

Subject-Business Statistics

Paper-Minor

Course Outcomes

CO.No.	Course Outcomes	Cognitive Level
CO1	To provide basic knowledge of Statistics.	K
CO2	To increase students' ability to understand how to perform social researches with Statistical Research Tools .	A, L
CO3	Students will be equipped with knowledge about analyzing professional reports and will be able to make decisions based on the reports analyzed.	K
CO4	Students will learn about quantization, analysis of performance relationship .	A
CO5	To develop the ability to analyze and interpret data to provide meaningful information .	A

Credit and Marking Scheme

	Credits	Marks		Total Marks
		Internal	External	
Theory	4	30	70	**100**

Evaluation Scheme

	Marks	
	Internal	External
Theory	3 Internal Exams of 15 Marks each (During the Semester) (Best 2 will be taken)	1 External Exams (At the End of Semester)

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Content of the Course

Theory

No. of Lectures (in hours per week):3 Hrs. per week

TotalNo.ofLectures:60Hrs. **Maximum Marks:** 100

Units	Topics	No.of Lectures
I	Introduction to Statistics – Evolution of Statistics in India, Role of Statistical Methods in Indian Agriculture, Contribution of Ancient Indian Mathematicians in Statistics. Meaning, Definition, Functions, Importance , Limitation and Scope of Statistics, Statistical Investigations, Collection & Presentation of Data- Collection of Data, Methods of Data Collection, Primary and Secondary Data, Presentation of Data, Frequency Distribution	10
II	Measures of Central Tendencies – Methods of calculation of Mean, Median and Mode and its utility, Methods of calculation of Geometric Mean and Harmonic Mean and its utility.	10
III	Measures of Dispersion - Standard Deviation and Mean Deviation – Meaning and Scope. Skewness – Concept and Methods.	10
IV	Correlation Analysis - Karl Pearson's Coefficient of Correlation, Spearman's Rank correlation . Regression - Lines of Regression and its Methods.	10
V	**Index Numbers- Introduction & its Utility, Types of Index Numbers – Laspeyre's Method, Paasche's method , Fisher's Ideal Index Number, Introduction to Time series analysis- meaning, utility and its components**	10

REFERENCE

- Gupta, S.C., Fundamentals of Statistics, Himalaya Publishing House, Mumbai (2023).
- Gupta. S.P., Business Statistics, Sultan Chand and Sons. New Delhi (2023).
- Kothari, S.L. (Dr.) and Kothari, Milind (Dr.). Sankhyaki Ke Siddhant, Madhya Pradesh Hindi Granth Academy, Bhopal (2021).
- Vohra, N.D., Business Statistics, Tata McGraw Hill, New Delhi (2020).

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