

M.B.A. 2nd semester Course Structure-Faculty of Management

Sl. No.	Paper Code	Paper Title	Credits	Lecture T: Tutorial P: Practical			Marks Distribution				Total Marks(CCE +UE)
				L	T	P	CCE	CCE	UE	UE	
1.	MBUSIMG-111	Business Environment- II	3	3	0	0	30	15	70	35	100
2.	MHUMAMG-112	Human Resources Management	3	3	0	0	30	15	70	35	100
3.	MBUSIMG-113	Business Research Methods	3	3	0	0	30	15	70	35	100
4.	MFINAMG-114	Financial Management	3	3	0	0	30	15	70	35	100
5.	MMANAMG-115	Management Accounting & Control	3	3	0	0	30	15	70	35	100
6.	MPRODMG-116	Production Operation & Supply Chain Management	3	3	0	0	30	15	70	35	100
7.	MQUANMG-117	Quantitative Techniques for Managers	3	3	0	0	30	15	70	35	100
8.	MLEGAMG-118	Legal Aspects of Business	3	3	0	0	30	15	70	35	100
9.	MPUBLMG-119	Public Health System	3	3	0	0	30	15	70	35	100

10	MADMIMG-120	Administration of Hospital Support System	3	3	0	0	30	15	70	35	100
11	MCOMPIMG-121	Comprehensive Viva	3	-	-	-	-	-	-	-	100
		Total	33								1100

L- Lectures

T- Tutorials

P- Practical

CCE- Continuous Comprehensive Evaluation (Test)

UE- University Exams

SEMESTER -II

MBUSIMG111

Business Environment -II

Max. Hours: 40

Course Objectives:

The basic objective of the course is to develop understanding and provide knowledge about business environment to the management students. To promote basic understanding on the concepts of Business Environment and to enable them to realize the impact of environment on Business. To provide knowledge about the Indian and international business environment.

Unit 1-

Introduction- (8Hrs)

Business – Meaning, Definition, Nature & Scope, Types of Business Organizations, Business Environment- Meaning, Characteristics, Scope and Significance, Components of Business Environment.

Introduction to Micro-Environment – Internal Environment: Value system, Mission, Objectives, Organizational Structure, Organizational Resources, Company Image, Brand Equity External Environment: Firm, customers, suppliers, distributors, Competitors, Society, Introduction to Macro Components – Demographic, Natural, Political, Social, Cultural Economic, Technological, International and Legal) Difference between macro and micro environment.

Unit 2-

Economic, Political and Legal environment (8Hrs)

Political Institutions- Legislature, Executive, Judiciary, Role of government in Business, Legal framework in India. Economic environment- economic system and economic policies. Concept of Capitalism, Socialism and Mixed Economy, Impact of business on Private sector, Public sector and Joint sector, MRTP and FEMA, Monetary and fiscal policies

Unit 3- (8 Hrs)

Social and Cultural Environment – Nature, Impact of foreign culture on Business, Traditional Values and its Impact, Social Audit – Meaning and Importance of Corporate Governance and Social Responsibility of Business, Business ethics. Competitive Environment – Meaning, Michael Porter's Five Forces Analysis, Competitive Strategies

Unit 4 (4Hrs)

Natural and Technological Environment: Innovation, technological leadership and followership, sources of technological dynamics, impact of technology on globalization, transfer of technology, time lags in technology introduction, Status of technology in India; Management of technology; Features and Impact of technology.

Unit 5

International Environment – (12Hrs)

International forces in Business Environment, SEZ, EPZ, GATT/ WTO, Globalization – Meaning , Nature and stages of Globalization, features of Globalization, Foreign Market entry strategies, LPG model. MNCs – Definition, meaning, merits, demerits, MNCs in India.

Course Outcome: Upon successful completion of this course , the student will be able to:

Demonstrate an understanding of the forces that shape the business and economic structure

Explain why business ethics is an integral part of every business organization.

Understand the business and related factors; and business's dependency on the interactions with different environmental variables.

Develop analytical skills and widen the understanding of macro environmental issues by applying the knowledge of macroeconomic policies and their impact on business organization and strategy.

Journals / Magazines, business world , business today

Books Recommended:

Business Environment: Text and Cases , PAUL, McGraw Hill Education , 3rd Ed.

Business Environment ---Francis Cherunilam, Himalaya Publishing House

V. Neelamegam – Business Environment (Vrinda Publications , 2nd Edition)

Shaikh&Saleem - Business Environment (Pearson, 2nd Edition)

International Business Environment—lan Brooks, Jamie Weatherstom and Graham Wilkinson

SEMESTER -II

MHUMAMG112

HUMAN RESOURCE MANAGEMENT

Max. Hours: 40

COURSE OBJECTIVE:

In this course the students will learn the basic concepts and frameworks of Human Resource Management (HRM) and understand the role that HRM has to play in effective business administration. It will provide an insight as to how to use Human Resource as a tool to implement strategies.

Course Credit: 36 Hrs

UNIT I: (6 Hours)

Essentials of HRM: Nature of HRM, Scope, functions and importance of HRM, HRM vs. HRD, SHRM: Introduction, characteristics and scope of SHRM, SHRM vs. Conventional HRM, Barriers to strategic HRM, Linking HR strategy with business strategy, HRM linkage with TQM & productivity.

UNIT II: (8 Hours)

Human Resource Planning and Employee Hiring : Nature of job Analysis, job design, Human Resource Planning, Demand forecasting for manpower planning, HR supply forecasting, factors influencing HRP, Employee hiring- Nature of Recruitment, Sources of recruitment, Employee selection, process of employee selection, recent trends in recruitment.

UNIT III: (8 Hours)

Employee Training & Development: Nature and importance of Training, methods and types of training, career planning, promotion, transfer, demotion and separation, Performance Appraisal: Meaning and types of appraisal, Job Evaluation: Meaning and methods of job evaluation.

UNIT IV: (8 Hours)

Compensation Management and Employee Relations: Introduction to compensation management, Components of employee and executive compensation, Factors affecting employee compensation, Employee incentive schemes, and recent trends in compensation management. Meaning and nature of employee relation and industrial relations.

UNIT V: (6 Hours)

Employee Safety/ Health and International Human Resource Management: Basics of ethics and fair treatment at work, measures and policies for employee safety at work, basic principles governing International Human Resource Management and the role of culture.

Employable Skills

Ability to identify and apply the knowledge of subject practically in real corporate situations

Measuring Tools

Exercise

Workshop

Quiz

Course Outcomes: After the successful completion of the course the students will be in a position to address the challenges of organizational management through and with human resources. In addition it will help in:

synthesize the role of human resources management as it supports the success of the organization including the effective development of human capital as an agent for organizational change.

demonstrate knowledge of laws that impact behaviour in relationships between employers and employees that ultimately impact the goals and strategies of the organization.

understand the role of employee benefits and compensation as a critical component of employee performance, productivity and organizational effectiveness.

show evidence of the ability to analyze, manage and problem solve to deal with the challenges and complexities of the practice of collective bargaining.

demonstrate knowledge of practical application of training and employee development as it impacts organizational strategy and competitive advantage.

References: Books:

- V.S.P.Rao, Human Resource Management (Text and Cases) Himalaya Publications, Thirtieth Edition. Durai Praveen, Human Resource Management Pearson Publication, 2nd Edition. Gary Dessler and Biju Varkkey Human Resource Management, Person Publication, 2013, 14th Edition. Seema Sanghi, Human Resource Management, Vikas Publications, 2014, 5th Edition. K. Aswathappa, Human Resource Management, McGraw Hill Education, 2013, 7th Edition.

SEMESTER -II

MBUSIMG113

BUSINESS RESEARCH METHODS

Course Objectives:

To acquire skills to locate problem areas in organisational settings, and plan, organise, design, and conduct research to help solve the identified problems;

To facilitate students in making their own research study.

To make reader Understand and practice a good standard questionnaire.

To learn use of statistical analysis in packages available in the market.

To familiarize research reports; and develop skills and knowledge to prepare research reported in academic and business.

Unit- 1

Research: – Definition, Meaning, Importance types and Qualities of Research; Research applications in functional areas of Business, Emerging trends in Business research. Research & the Scientific Method: Characteristics of scientific method. Steps in Research Process

Concept of Scientific Enquiry: – Formulation of Research Problem – Management Question – research Question – Investigation Question

Research Proposal – Elements of a Research Proposal, Drafting a Research Proposal, evaluating a research proposal.

Unit- 2

Research design: Concept, Features of a good research design, Use of a good research design; Qualitative and Quantitative research approaches, Comparison – Pros and Cons of both approaches.

Exploratory Research Design: Concept, Types: Qualitative techniques – Projective Techniques, Depth Interview, Experience Survey, Focus Groups, Observation.

Descriptive Research Designs: Concept, types and uses. Concept of Cross-sectional and Longitudinal Research

Experimental Design: Concept of Cause, Causal relationships, Concept of Independent & Dependent variables, concomitant variable, extraneous variable, Treatment, Control group.

Unit- 3

Scaling & measurement techniques: Concept of Measurement: Need of Measurement; Problems in measurement in management research – Validity and Reliability. Levels of measurement – Nominal, Ordinal, Interval, Ratio.

Attitude Scaling Techniques: Concept of Scale – Rating Scales viz. Likert Scales, Semantic Differential Scales, Constant Sum Scales, Graphic Rating Scales – Ranking Scales – Paired comparison & Forced Ranking – Concept and Application.

Unit- 4

Sampling: Basic Concepts: Defining the Universe, Concepts of Statistical Population, Sample, Characteristics of a good sample. Sampling Frame (practical approach for determining the sample frame expected), Sampling errors, Non Sampling errors, Methods to reduce the errors, Sample Size constraints, Non Response.

Probability Sample: Simple Random Sample, Systematic Sample, Stratified Random Sample, Area Sampling & Cluster Sampling.

Non Probability Sample: Judgment Sampling, Convenience Sampling, Purposive Sampling, Quota Sampling & Snowballing Sampling methods. Determining size of the sample – Practical considerations in sampling and sample size, sample size determination.

Unit- 5

Data Analysis: Editing, Coding, Tabular representation of data, frequency tables, Construction of frequency distributions, Graphical Representation of Data: Appropriate Usage of Bar charts, Pie charts, Histogram, Leaf and stem, Candle stick, Box plots. Bi-variate Analysis: Linear Regression Analysis: Meaning and two lines of regression; relationship between correlation and regression coefficient, Cross tabulations, Chi-square test;

Hypothesis: Qualities of a good Hypothesis – Framing Null Hypothesis & Alternative Hypothesis. Concept of Hypothesis Testing – Logic & Importance.

Test of Significance: Small sample tests: t (Mean, proportion) and F tests, Z test, non-parametric tests: Binomial test of proportion, Randomness test; Analysis of Variance: One way and two-way Classifications, Interpretation of the given data and scenario analysis is expected for appropriate managerial decision inferences to be drawn.

REFERENCE TEXT BOOKS:

Business Research Methods, Naval Bajpai, Pearson Education

Research Methodology, C R Kothari, New Age International.

Research Methodology, Deepak Chawla, Neena Sondhi, Vikas Publication

Business Research Methods by Donald Cooper & Pamela Schindler, TMGH, 9th Edition.

Business Research Methods by Alan Bryman & Emma Bell, Oxford University Press, 2nd Edition.

Employable Skills	Measuring Tools
Ability to identify and apply the knowledge of subject practically in real life situations	Exercise Workshop Quiz Classroom Discussions

REFERENCE BOOKS:

Methodology of Research in Social Sciences, Krishnaswamy O R, Himalaya Publishers.

Marketing Research, Paneerselvam, PHI, 2004.

Research Methods for Business and Social Science, John Adams, Hafiz T A Khan, Robert Raeside, Sage Pubs, Second Edition.

Management Research Methods, Phyllis Tharenou, Ross Donohue, Brian Cooper, Monash University, Victoria, November 2007.

Research Methodology: Cases and concepts – Deepak Chawla & Neena Sondhi, Vikas, 2011.

Expected Course Outcome:

Reader can clearly differentiate Research and management problem.

Students can have confidence in making their own research proposal.

Students would have a strong knowledge in preparing well structured questionnaire in all respect.

Students would have not only theoretical/conceptual but also the knowledge in working with statistical packages.

Reader would get the skill to convert the research into presentable article.

SEMESTER- II

MFINAMG114

FINANCIAL MANAGEMENT

Course Objective

To gain an understanding on the use of basic business financial management concepts and tools of analysis such as valuation.

To gain an insight into various types of financing available to a firm.

To have an understanding of various factors considered in designing the capital structure.

To acquaint the students about key areas related to investment and Working Capital Management.

To gain an insight into various techniques of dividend and retention ratio.

Unit I (6 Hrs)

Concept of Finance : Finance & its scope Financial Decisions, Sources of Finance Time Value of Money ,Profit maximization vs. Wealth maximization, Functions of Finance Manager in Modern Age, Indian Financial System : Primary and Secondary Market, Concept of Risk and Return , CAPM Model.

Unit II (10 Hrs)

Investment Decision : Concept of Opportunity Cost, Cost of Debenture, Preference and Equity capital, Composite Cost of Capital ,Cash Flows as Profit and components of Cash Flows , Capital Budgeting Decisions, Calculation of NPV and IRR, Excel Application in Analyzing Projects.

Unit III (10 Hrs)

Financial Decision :Capital Structure, Relevance and Irrelevancy theory ,Leverage analysis – financial, operating and combined leverage along with its implications, EBIT EPS Analysis, Point of Indifference .

Unit IV (10 Hrs)

Dividend Relevance: Factors affecting Dividend Policy, Forms of Dividends , Types of Dividend Policies , Dividend Models :Walter and Gordon Model, Miller- Modigliani(MM) Hypothesis .

Unit V (4 Hrs)

Working Capital Management: Concepts of Working Capital and its types, Determinants of Working Capital, Adequate Working Capital, Working Capital Financing

Text Books :

Khan and Jain - Financial Management (Tata McGraw Hill, 7th.Ed.)

Pandey I M - Financial Management (Vikas, 11th Ed.)

William Hakka Bettner Carcello- Financial and Management Accounting(TM-16th Ed.)
4)Sheebakapil-Fundamental of financial management (Wiley,2015)

Prasanna Chandra - Fundamentals of Financial Management (TMH, 9th Ed.)

Bark DemazoThampy- Financial Management (Pearson, 2nd Ed.)

R P Rustagi - Financial Management (Galgotia, 2000, 2nd revised ed.)

Reference Books :

1.) Ravi.M Kishore – Financial Management (Taxman, 7th Ed)

2.) Fundamentals to Financial Mangement , Brigham & Houston, 14/e ,Cengage Learning

3.) Van Horne - Financial Management and Policy (Prentice hall, 2003, 12th Ed.)

4.) Horne Wachowicz- Fundamentals of Financial Management (Pearson, 13th Ed)

5.) Lawrence J.Gitman – Principles of Managerial Finance (Pearson Education, 2004)

Course Outcome: After reading this course students will be able to reach the following outcomes:

Apply techniques to project financial statements for forecasting long-term financial needs.

Explain the role of short-term financial management, and the key strategies and techniques used to manage cash, marketable securities, accounts receivable and inventory.

Apply future value and present value concepts to single sums, mixed streams, and annuities.

Identify relevant cash flows for capital budgeting projects and apply various methods to analyze projects.

Apply techniques for estimating the cost of each component of the cost of capital and understand how to assemble this information into a cost of capital and Capital structure.

Explain the concept of leverage and the benefits and costs associated with debt financing.

1) Apply techniques of dividend and retention ratio .

Understanding of financial theory to enable students to enhance corporate financing decisions	Case study
Understanding major techniques used in long term corporate investment management	Excel Analysis
Basic insight about schemes , interest	www.bankrate.com +Newspaper

rates of various sources of finance

SEMETER-II

MMANAMG115

Management Accounting and Control

Course Objectives:

- To have a basic understanding of various types of costs and their relevance in decision making
- To have an understanding of Marginal Costing Technique and its application in decision making
- To gain an insight into the concept of breakeven point and its applications
- To understand the concept of Variance and calculate various types of variances
- To apply the technique of budgeting in preparation of various types of budgets

UNIT- I

Introduction : Nature and scope of cost Accounting and Management Accounting , Cost Accounting VS Management Accounting vs. Financial Accounting and their interrelationships , Advantages and limitations of cost accounting , types of cost , Elements of cost - Materials, Labour and overheads, Role of Cost in decision making preparation of cost sheet, Reconciliation of Cost and Financial Accounting. (8Hrs)

UNIT- II

Marginal Costing : Concept of Marginal cost ,Product and period costs, Marginal costing, Absorption Costing, Marginal Costing versus Absorption Costing, Income statement under Absorption and Marginal Costing , Applications of Marginal Costing, (4Hrs)

Cost-Volume-Profit Analysis : Concept of contribution and P/V Ratio, CVP Analysis, Break even analysis, Methods of Break Even Analysis, Graphic presentation of Break Even Analysis , Margin of safety, Multi product situations , Sales mix and Break Even Point (4Hrs)

UNIT- III

Budgetary Control : Concept of Budget, Budgeting and Budgetary Control, Objectives ,advantages and limitations of budgetary control, essentials of effective budgeting , Types of Budget, Static and Flexible Budgeting, Preparation of Cash Budget, Sales Budget, Production Budget, Materials Budget, Capital Expenditure Budget and Master Budget, Zero Base Budgeting (10Hrs)

UNIT- IV

Standard Costing and Variance Analysis: Concept of standard costs, establishing various cost standards, Concept of standard costing, Advantages and limitations of Standard costing, Standard costing vs. budgetary control , Variance Analysis : calculation of Material Variance, Labour Variance, and Overhead Variance, and its applications and Implications. (10Hrs)

UNIT-V

Neo Concepts: Responsibility Accounting: Concept and various approaches to Responsibility Accounting, Types of responsibility centers, Measuring divisional performance , Transfer Pricing : concept & importance , Method of transfer pricing , Activity Based Costing, Target Costing & Life Cycle Costing (4Hrs)

Employable Skills	Measuring tool
Ability to Prepare budget	Exercise + Workshop
Ability to analyze cost variance	Exercise + Workshop

Ability to apply CVP analysis for different decisions Exercise + Workshop

Expected Course outcome:

Demonstrate an understanding of the context within which Management Accounting is used for planning and control purposes.

Appreciate how budgets and variances are used to control and measure performance.

Understand the use of various costing systems and techniques

Measure and analyse performance using appropriate variances.

Prepare cost estimates using appropriate assumptions.

Appreciate the impact on management information of using different costing systems and techniques.

Management Accounting: Text Problems and Cases, KHAN and Jain, McGraw-Hill Education 6th Edition

Modern Cost And Management Accounting, HANIF, McGraw-Hill Education ,1st edition

Cost and Management Accounting, M.N.Arora, Himalaya publishing house 3rd edition

Management Accounting, Pandey IM , Vikas Publication, 3rd edition

Introduction to Management Accounting, Horngren et al, Prentice Hall

Managerial Accounting, Paresh Shah, Oxford , 2nded.

SEMESTER-II
MPROD MG116

Production Operations and Supply Chain Management

COURSE OBJECTIVES:

To understand the role of Operations in overall Business Strategy of the firm.

To understand the application of operations management policies and techniques to the service sector as well as manufacturing firms.

To identify and evaluate the key factors and their interdependence of these factors in the design of effective operating systems.

To familiarize the students with the techniques for effective utilization of operational resources and managing the processes to produce good quality products and services at competitive prices.

Unit –I (4 sessions)

Production Concept- Difference between production and Operation Management, Productivity, Productivity measurement, Factors affecting Productivity. Production Technology – Types of Manufacturing processes

Unit –II (6 sessions)

Operation Concept- Difference between product and service, Product and service design, Characteristics of service, Classification of service, factors affecting service operations, Service capacity planning, SERVQUAL model of measuring service quality.

Unit-III (10 sessions)

Material and Inventory Management- Types of production planning, process of production planning and control – Routing, Scheduling, Loading, Types of inventories, Inventory control techniques- VED, EOQ, Just-in-time (JIT). Factors affecting Plant Location, Types of Plant layout.

Unit-IV (10 sessions)

Supply Chain Management- Conceptual model of SCM, Supply chain drivers, demand forecasting in Supply Chain– Simple moving average, weighted moving average, exponential smoothing method, Supply Chain efficiency, Core and reverse Supply Chain, International Supply Chain, Aggregate planning, inbound and outbound SCM, bullwhip effect in SCM. Latest trend in Production and operation – Lean manufacturing, agile manufacturing.

Unit-V 6 sessions)

Productivity and Quality- TQM, Deming's 14 principles, PDCA cycle - KAIZEN, Quality circles, 7QC tools, ISO 9000-2000 clauses, Six Sigma, Total Productive Maintenance(TPM).

SUGGESTED READING

MAHADEVAN: Operation management: Theory and Practice (PEARSON) (with MLSA)

Chary - Production and Operations Management (Tata McGraw-Hill, 1997, 9th Edition)

Bisen& Singh-Operation & Logistics Management (Excel Books)

R.V.Badi&N.V. Badi - Production & Operation Management (Vrinda Publications 3rd Edition)

Raghuram G. (I.I.M.A.) - Logistics and Supply Chain Management (Macmillan, 1st Ed.)

Krishnan Dr.Gopal - Material Management, (Pearson, New Delhi, 5th Ed.)

Adam JrEveretl E. R J – Production and Operations Management (Prentice-Hall, 2000, 5th Edition)

Expected Course Outcomes:

Students will improve upon their conceptual skills, understanding and application of tools and techniques of operations management in business practices in real time.

Students will develop understanding and application of factors in the design of effective operating systems.

Students will understand the concept of TQM perspectives.

Students will understand the concepts of Material Management and Supply Chain Management.

SEMESTER-II

MQUANMG117

Quantitative Techniques for Managers

COURSE OBJECTIVES

- Understand the importance of the use of OR application in decision Making environment
- To formulate LPP and Obtain Graphical Solutions & Acquire General idea of the Simplex method.
- To understand and solve transportation & assignment models.
- To know optimal sequence model and understand concepts of queuing theory.
- To identify right time for replacement of equipment and understand project management techniques.

Unit I (6 Sessions)

Operations Research & Decision Making Environments Operations Research:-Uses, Scope and Applications of Operation Research in managerial decision-making

Decision-making environments:- Decision-making under certainty, uncertainty and risk situations; Decision tree approach and its applications.

Unit II (8 Sessions)

Linear Programming Problem & Transportation Problem *Linear programming*

Mathematical formulations of LP Models for product-mix problems; graphical and simplex method of solving LP problems; duality.

Transportation problem: Various methods of finding Initial basic feasible solution-Northwest Corner Method, Least Cost Method & VAM Method and optimal solution-Stepping Stone & MODI Method, Maximization Transportation Problem

Unit III (10 Sessions)

Assignment model & Game Theory *Assignment model*: Hungarian Algorithm and its applications, Maximization Assignment Problem.

Game Theory: Concept of game; Two-person zero-sum game; Pure and Mixed Strategy Games; Saddle Point; Odds Method; Dominance Method and Graphical Method for solving Mixed Strategy Game.

Unit IV (10 Sessions)

Sequencing & Queuing Theory Sequencing Problem: Johnsons Algorithm for n Jobs and Two machines, n Jobs and Three Machines, Two jobs and m - Machines Problems. *Queuing Theory*: Characteristics of M/M/I Queue model; Application of Poisson and Exponential distribution in estimating arrival rate and service rate; Applications of Queue model for better service to the customers.

Unit V (6 Sessions)

Replacement Problem & Project Management Replacement Problem: Replacement of assets that deteriorate with time, replacement of assets which fail suddenly.

Project Management: Rules for drawing the network diagram, Applications of CPM and PERT techniques in Project planning and control; crashing of operations.

TEXT BOOK

R. Panneer selvam - Operations Research (PHI, 2nd Edition)

Sharma J K - Operations Research (Pearson, 3rd Edition)

REFERENCE BOOKS:

Apte-Operation Research and Quantitative Techniques (Excel Books)

S Kalawathy-Operation Research (Vikas IVth Edition)

Natarajan- Operation Research (Pearson)

Singh & Kumar—Operation Research(UDH Publisher edition 2013)

TahaHamdy - Operations Research - An Introduction.(Prentice-Hall, 9th edition)

Vohra - Quantitative Techniques in Management (Tata McGraw-Hill, 2nd)

Kothari - Quantitative Techniques (Vikas 1996, 3rd Edition).

Course Outcomes

Be able to understand the characteristics of different types of decision-making environments and the appropriate decision making approaches and tools to be used in each type.

To formulate linear programming problem and to find optimal solution by graphical simplex method

Be able to build and solve Transportation Models and Assignment Models also to solve game theory problems by understanding pure and mix strategies.

To assign optimal sequence of difference jobs on different machines and develop understanding of queuing theory concepts.

To implement replacement of equipments at right time and able to implement project management concepts like CPM, PERT to reduce cost and time.

SEMESTER-II

MLEGAMG118

Legal Aspects of Business

Course Objectives

To create an awareness about important legislations namely Sale of Goods Act, Consumer Protection Act, Factories Act having impact on business.

To appraise the students on the leading practical application oriented case studies

– relevant and updated and analyzing case laws in arriving at conclusions facilitating business decisions. To provide basic understanding of law of contract, Law of agency, Bailment & Pledge

To provide basic requirements of Negotiable Instruments Act, Law of Insurance and Law of Partnership for the purpose of conducting business

Unit- 1 (8 hrs)

Law of Contract: Definition, essentials and types of contracts, offer – definition and essentials, acceptance – definition and essentials, consideration – definition and essentials, exceptions to the rule, no consideration, no contract, doctrine of privity of contract, capacity of parties, free consent, quasi contract, legality of object, performance of contract, termination of contract, remedies for breach of contract. Law of Agency: Essentials, kinds of agents, rights and duties of agent and principal, creation of agency, termination of agency

Unit 2 (8 hrs)

Negotiable instruments act 1881, Nature and characteristics of Negotiable instruments, kinds of negotiable instruments – promissory notes, bills of exchange and cheques. Parties to negotiable instruments, Negotiation, presentment, discharge and dishonour of negotiable instruments

Law of partnership: Definition, essentials of partnership, formation of partnerships, kinds of partners, authorities, rights and liabilities of partners, registration of partnership, dissolution of partnership firm.

Unit 3 (7hrs)

Companies Act: definition, characteristics and kinds of companies, steps in formation of company. Memorandum of association, articles of association, prospectus. Directors: appointment, power, duties and liabilities, meeting and resolutions: types of meetings. Auditor: appointment, rights and liabilities. modes of winding up of a company.

Unit 4 (6 hrs)

Sale of goods Act: Essentials, sale v/s agreement to sell. Condition v/s warranties, rights of unpaid seller.

Consumer Protection Act: Objectives, definition, consumer protection council and state consumer protection council.

Unit 5 (7 hrs)

The Information Technology Act, 2000

Definition, Digital Signature, Electronic Governance, Attribution, Acknowledgment and Dispatch of Electronic Records, Sense Electronic Records and Sense Digital Signatures, Regulation of Certifying Authorities, Digital Signature Certificates, Duties of Subscribers, Penalties and Offences.

The Right to Information Act, 2005

Right to know, Salient features of the Act, obligation of public Authority, Designation of Public Information officer, Request for obtaining information, Duties of a PIO, Exemption from disclosure of information, Partial disclosure of information, Information commissions, powers of Information Commissions, Appellate Authorities, Penalties, Jurisdiction of courts.

Suggested Readings

Kuchhal M.C. - Business Law (Vikas Publication)

Gulshan S.S. - Business Law Including Company Law (Excel Books)

N.D.Kapoor – Elements of Mercantile Law – Sultan Chand-2014

Dr.Avatar Singh- Principles of Mercantile Law, Eastern Book Company 2014

NandanKamath- Law relating to Computer, Internet and E-Commerce (A Guide to cyber Laws), Universal Law Publishing Co. Ltd. New Delhi, 2012.

Course Outcomes

Upon successfully completing the course, candidates should be able to:

Acquire a sound understanding of the legal aspects of the law affecting businesses

Explain the principles of Indian Business Law and Company Law

Develop reasoning abilities by applying the principles of law in the business environment

Appraise the legal environment of the organization and develop suitable strategies.

Analyse a given business context using basic understanding of the applicable Acts and develop a suitable operational framework.

Relevant Acts

Understanding of Fundamentals of Legal Aspects of the law Affecting Business	Presentation And Quiz
Understanding of principles of Indian Business Law and Company Law	Group assignment, case study analysis
Develop reasoning abilities for applying law principles	Group assignment, case study analysis
Develop a suitable legal operational framework	Quiz, Debate, Case study analysis

SEMESTER-II

MPUBLMG119

PUBLIC HEALTH SYSTEMS

Course Objectives

- To create an awareness about importance of Health Systems in India and its impact in the Society.
- To appraise the students how to lead the Health System in the Society.
- To provide basic understanding of Indian Climatic conditions and Seasonal diseases at Regional wise.
- To provide basic information of Indian - National Health Mission projects and its applicability.
- To provide the Knowledge of Medical Transcriptionist functions through Information Technology.

Unit - I

Public health System: Definition and scope; Organizations and sectors that are involved in the public health system; Roles and functions, Essential Public health services; Public health system in India; Healthcare infrastructure in India – public and private; Public health Policy, History of public health in India, Bhore committee, national health committees since Independence.

Unit – II

Issues, Theories and Concepts in Policy Formulation: Welfare economics and investments in human capital; Health Economics–Demand of Health and Health services; Demand elasticity and health; Economic evaluation of health care; Economics of markets and market intervention; Role and responsibility of Government in the Health Sector; Evidence Based Policy

Unit – III

Financing, Resource Allocation and Health Sector Reform: Mobilizing finance & model of financing; Public Expenditure in Health Mobilization of Private Resources – Selection of a suitable option; Role of International Agencies; Health systems around the world: Reliance on the state, voluntary insurance based system, social insurance system, parallel systems; Health sector reform – trends, country experiences, Analytical Approaches

Unit – IV

Plan Implementation and Control: National Health Programmes; Tools for improving planning process; Regulation of Health services and research; Measurement of Health

/ medical needs and services utilization; Resource Allocation: cost benefit analysis – Eco based budgeting; System analysis and operation research in Health Care Programmes; Control mechanisms.

Unit – V

Recent trends in Public health systems: Emerging trends in health care; Recent Trends in Public Health; Future trends affecting public health: challenges and opportunities; Changes in health care delivery systems, Information technologies, Changing needs of public health work force, Growth in health-related partnerships, Population risk factors; Consumerism and healthcare; Social Determinants of Health

Reference Books:

1. Park K, Park's Textbook of Preventive and Social Medicine, Publisher, BanarsidasBhanot: 26th Edition, 2021
2. Srinivasan R, Health Care in India - Vision 2020 - Issues and Prospects,
https://niti.gov.in/planningcommission.gov.in/docs/reports/genrep/bkpap2020/26_bg2020

SEMESTER-II

MADMIMG120

MADMIMG219-ADMINISTRATION OF HOSPITAL SUPPORT SERVICES

Objective

The hospital management system aims to boost the effectiveness and caliber of medical care. Hospital management systems help healthcare organizations run more efficiently and economically.

Unit - I

Concept of Hospitals: Definition, philosophy and objectives of Hospital; Classification of Hospitals; Hospital as a System and its peculiarities; Intramural and Extramural Functions of a Hospital; Managerial activities in a Hospital; Relationship between a Hospital and its community.

Unit - II

Introduction to Hospital Administration: Meaning, nature and principles of Administration; Administration vs Management; Meaning and rationale of Hospital Administration; Roles of Hospital Administration; Skills of Hospital Administration; Types of Hospital Administrators; Professional bodies of Hospital Administrators; Code of Ethics for Hospital Administrators.

Unit - III

Overview of Hospital Services: Administrative Services; Medical and Ancillary Services; Nursing Services; Supportive Services: Pharmacy, medical stores, housekeeping, ward management, CSSD, Laundry, Dietary, Security, and Transport.

Unit - IV

Hospital Management: Levels and Roles; Governing Board; Executive Board and Advisory Board; CEO; Medical Administration Nursing Administration; Hospital Administration; Middle Level Managers in Hospital and their Responsibilities; Structuring Hospital Organization

Unit - V

Evaluation of Hospital Services; Management Techniques in Hospitals; Recent Advances in Hospital Administration.

Reference Books

1. Sakharkar, B. M., & Jaypee Brothers (Jaypee digital). (2009). Principles of Hospital Administration & Planning. (Jaypee eBooks.) Jaypee Brothers Medical Publisher (P) Ltd
2. Srinivasan, S. (1982). Management process in health care. New Delhi: Voluntary Health Association of India.
3. Joshi DC, Joshi, Mamta, (2009). Hospital administration. Jaypee Brothers Medical Publications
4. Gupta, M. C., & Mahajan, B. K. (2003). Textbook of preventive and social medicine. New Delhi: Jaypee Brothers Medical Publishers