

SEP - 2022

G. BHUVANESWARI

D/H	1	2	3	4	5
I	POM I BBA B	OB " BCA B	POM I BBA A		
II	" BCA B			I BBA A	I BBA B
III	I BBA B	" BCA B		" BCA B	
IV		I BBA A	I BBA B	I BBA A	
V	I BBA B		" BCA B		I BBA A
VI	VE " BBA	" BCA B	I BBA A		I BBA B

SEMESTER - 1

ORGANISATIONAL BEHAVIOUR

Syllabus

Unit - IV Group Dynamics

Group - nature of group - advantages and disadvantages - types - why do people join group - group development - benefits - pitfalls of group - determinants of group behavior - group size - group name - group tasks - group cohesiveness - causes and consequences - group consequences - group decision making - approaches - problems - consideration in group decision making.

Unit - V Work Stress and Job Satisfaction

Work Stress - meaning - what is not stress? - sources of stress - individual level stressors - group level stressors - Organizational stressors - intra - Organizational stressors - outcomes - stress management - Individual Strategies - Organisational Strategies - job satisfaction - causes and consequences - measuring job satisfaction.

- 7) Difficult to attract talent
- 8) Higher levels of stress
- 9) Poor physical health & illness
- 10) unhappiness, frustration

Date : 27/10/22

Day Order : D,

Hour : II

Steps to improve job satisfaction

- 1) Selection of the right man for the right job.
- 2) Payment commensurate with the employer's credentials.
- 3) Conducive working environment.
- 4) Cordial superior-subordinate relationship
- 5) Better - Inter-personal relationship
- 6) Provision of suitable promotion opportunities
- 7) Creation of facilities for training
- 8) Provision of suitable incentives and social security benefits.

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 Assistant Professor
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 JS College of Arts
 & Science

	I	II	III	IV	V
I			II BBA A' - FM	I MBA ADM	
II		III BBA A FM	I MBA	II BBA CRM	III BBA A E-CRM
III		II BBA CRM		III BBA-A FM	II BBA CRM
IV			III BBA A FM	II BBA	I MBA
V			III BBA A FM	II BBA CRM	I MBA
VI		IV BBA A E-CRM	I MBA	III BBA A FM	

SEMESTER - V
CORE COURSE - X
FINANCIAL MANAGEMENT

UNIT I - INTRODUCTION TO
FINANCIAL MANAGEMENT

Financial Management -
Meaning - Definition - objectives
- Profit maximization - Wealth
Maximization - Scope - Organization
of the finance function -
Role of finance manager

UNIT II - CAPITAL STRUCTURE
AND ITS THEORIES

Capital Structure - Meaning
- Definition - Features of an
appropriate capital structure
- Theories of Capital Structure
- Net Income (NI) Approach
- Net Operating Income (NOI)
Approach - Traditional Approach
- Modigliani Miller (MM) approach
- Factors determining the
Capital structure

UNIT III - CAPITAL
BUDGETING AND ITS APPRAISAL
METHODS

III, IV, V units were
revised and Important questions
were revised and discussed

G. S.

8/19/10/23

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SECURITY ANALYSIS AND PORTFOLIO MANAGEMENT

P38 UNIT

UNIT

Dr. C. ESWART

Assistant professor

D/H	1	2	3	4	5
I	IBBA (A)		IIIBBA (A)		
II	IIIBBA (A)		IIIBBA EI		IBBA (A)
III	IBBA		IIIBBA EI	IIIBBA (A)	IBBA (A)
IV	IIIBBA	IIIBBA EI	IIIBBA		
V	IIIBBA (A)	IIIBBA	IIIBBA (A)		
VI		IIIBBA EI	IIIBBA	IIIBBA (A)	

Syllabus

SECURITY ANALYSIS AND PORTFOLIO MANAGEMENT

P3R1BAECF1

UNIT IV -

Strategy Formulation - Process of Strategic Formulation - Approaches - Issues in Strategies formulation - strategic Formulation at different levels - Functional Strategies - Business strategies - Types - Generic competitive strategies - Competitive tactics - Corporate strategies - Types of corporate level strategies.

UNIT - V

Strategy implementation - meaning and Definition - Nature and Element - Process - Issues in strategic implementation - Strategic Control and Evaluation - Nature - Importance - characteristics - Barriers - criteria for strategic control - Social Responsibility of business.

Date : 27.10.22

Hour : II

Day order : I

Topic : Formula plan

The Formula plan helps in distributing funds between these type portfolio components since the aggressive and conservative components are expected to behave in an inverse fashion at a specific point of time.

Types of Formula plan

Rupee cost Averaging plan

Constant value

Variable Ratio plan

1. Rupee cost Average plan

2. Constant value plan

3. variable Ratio plan

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Dr. S. Parithi
Asst. prof.
Dept. of Business
Admn.

TIME TABLE

D.O H	1	2	3	4	5
I	^{II} MBA	^{III} BBA B	^{III} BBA A		
II	^{III} BBA A	^{II} MBA	^{III} BBA-B		
III	^{III} BBA A	^{III} BBA B	^{III} BBAA		
IV	^{II} MBA	^{III} BBAB	^{III} BBA A		
V	^{III} BBA B	^{II} MBA	^{III} BBA A		
VI	^{II} MBA		^{III} BBAB		

Stress Management - PBRIBAECH3

UNIT-I : Introduction to Stress

Stress-Meaning, definition, Concept -
distress vs eustress - Fight vs flight Situation -
Principles of Stress - Causes of Stress - Free living -
Stress management Intervention.

UNIT-II. Sources of Stress and Coping Strategies

Sources of stress - Individual stressors
- Meaning, definition, Concept, Causes of individual
Stressors, Coping strategies - Group stressors -
Coping strategies - Organisational stressors and
extra organisational stressors - Meaning, definition
Concept, Causes, Coping strategies.

UNIT-III Job Related Stress

Job Stress-Meaning - Work Stress-Meaning
- Preventing Job Stress - Job stress and health -
Effects of stress - Stress level vs performance -
Reducing stress to ensure healthy industrial
relations - Making organization healthy.

UNIT-IV. Employee Counseling

Organizational strategies in removal
of stress - Employee counseling - Definition, needs
for counseling - the manager's counseling role, types
of counseling - non-directive, participative,
directive counseling - Effects of counseling.

UNIT-V. Emotional Intelligence and Competence

Emotional Intelligence : Origin, meaning,
definition, Concept, value of emotional intelligence
- Emotional Intelligence and Competence - Measure
ment of intelligence : IQ + EQ + AQ + ...

Date: 27-10-22
Hour: 10

Page No: 1

Emotional Intelligence and Competence.

I. Self-Awareness: Ability of an individual to be in tune with his own feelings and to recognize the impact that his/her feelings have on others.

II. Self-Management: Ability to keep negative emotions and impulsive behaviours under control, stay calm and unflappable even under stressful situations maintain a clear task.

III. Social Awareness: Ability to read or sense other people's emotions and how they impact on the socio situation of interest or concern.

IV. Relationship Management: Ability to influence, guide and handle other people's emotions. The competencies that underlay this dimension include inspirational leadership, influence, conflict management and teamwork.

27/10/22

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Syllabus

Unit-I Introduction to Business Information Systems
 Information System: Information - meaning - need for IS in Business: Fundamentals of IS - System Concepts - Components of an IS: IS research activities - Outcomes of IS: Operation support system, Management support system, Other classifications - System approach to problem solving - Global business scenario

L. Tanaka,

PG and Research Dept. of Business Administration,

Jul, 2022 - Nov 2022.

D/H	I	II	III	IV	V
I	" MBA		" BBA		E2
II	" BBA	E2			" MBA
III	" MBA		E2	" BBA	
IV	" BBA				" MBA
V	E2				" MBA
VI	" BBA		E2		

Syllabus

UNIT - I INTRODUCTION TO COMPENSATION MANAGEMENT.

Introduction - Compensation :- Meaning, Compensation

Management - Definition, Objectives, Wage - Concepts of wages, factors influencing wage and salary administration - process - Theories of Wages - Methods of Wage payments

UNIT - II PAY VARIABLES AND WAGE DIFFERENTIALS.

Wage differentials :- Meaning - Significance of wage differentials - Industrial and occupational differentials - Regional differentials - Organisational differentials - Personal differentials - wage boards in India.

UNIT - III INCENTIVE PLANS AND FRINGE BENEFITS.

Introduction - meaning - benefits and limitations of incentive plans - types of wage incentive plans :- individual and group incentive plans - fringe benefits - Objectives and kinds of fringe benefits in India - Dearness Allowance.

UNIT - IV EXECUTIVE COMPENSATION SYSTEM.

Executive Compensation - Introduction - Special features - Components - Executive compensation system in Indian Industries and multinational companies including E&OP - factors affecting executive compensation.

UNIT - V COLLECTIVE BARGAINING.

Introduction - Essentials of successful collective bargaining - Role - Process of collective bargaining - Payment of wages Act - Minimum wages Act - Workmen compensation Act.

UNIT - VI LATEST LEARNING.

Latest development related to the course during the semester concerned.

Dt: 13/10/22

Topic: Workmen compensation Act.

Th: 4.

Teaching methodology: Lecture

Compensation to Workers:

→ This Act was emerged on 1923.

→ Increase of personal injury caused by accident.

→ Certain occupational diseases arising out of and in the course of employment and

→ resulting in disablement or death.

→ This act was last amended in 1976.

13/10/22

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D \ H	1	2	3	4	5
I	III BBA ED	II MBA ED			
II	I BBA B		E, ASPM	I MBA OB	II MBA
III		I MBA	E1		III BBA B'
IV	I MBA	E1			III BBA B'
V		III BBA A'	I MBA		E1
VI	I MBA	E1		I MBA	

III BBA B' - Entrepreneurial Development

I MBA - Entrepreneurial Development

I MBA - Organisational Behaviour

II MBA - Elective - Marketing - E,
Advertisement & sales promotion

I MBA.

Organisational Behaviour.

C. CODE : PIR2BACC3.

UNIT 2 - CONCEPTUAL FRAMEWORK OF ORGANISATIONAL BEHAVIOUR.

Organisational behaviour - Meaning - definition - evolution of organisational behaviour - Concept of organisational behaviour - nature - scope - need - disciplines contributing to organisational behaviour - significance - organisational Behaviour models - Autocratic - Supportive - custodial - collegial model.

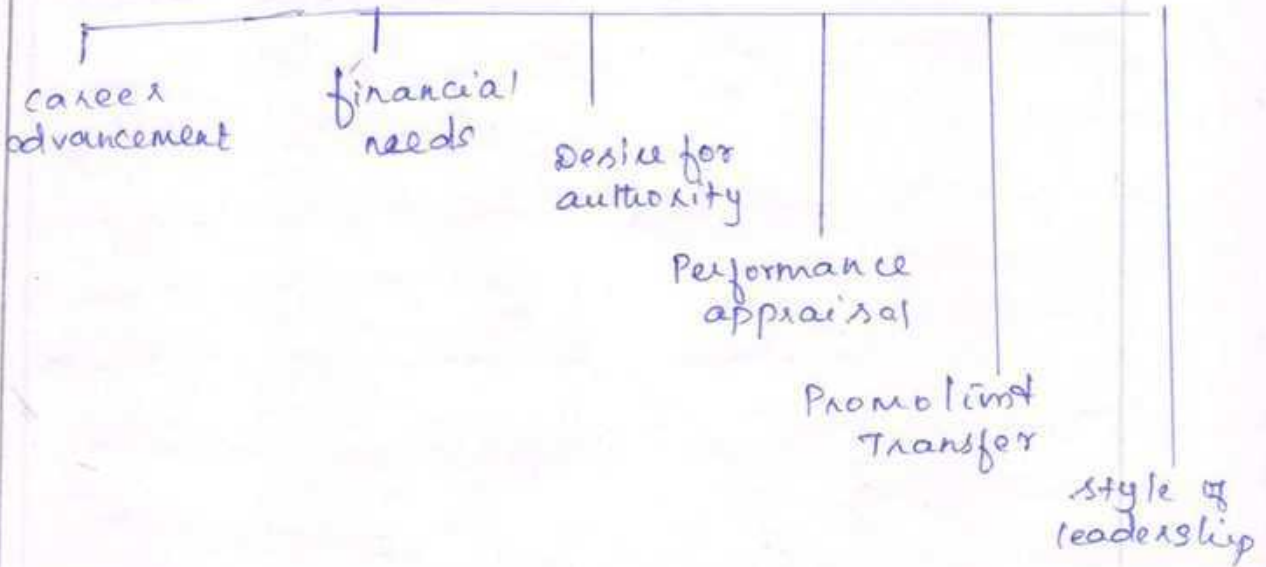
UNIT II - INDIVIDUAL DIMENSIONS OF ORGANISATIONAL BEHAVIOUR

Individual behaviour - SOBC Model - Personality - factors influencing personality - importance - personality traits theory - Big five model - Allport's trait theory - MBTI - Psychodynamic theory of Sigmund Freud - Erikson's theory - Perceptions - components - process - factors importance - stereotyping - Halo effect - Learning - classical conditioning theory - operant conditioning theory - Social learning theory - cognitive learning theory - attitudes - Effects of employee attitude - formation process of attitude - Values - Meaning and definition - sources - Importance of values.

UNIT III - GROUP DIMENSIONS OF OB

Interpersonal Behaviour - Transactional Analysis - Johari window - Group - formation of group - Reasons - Types - process -

factors providing scope for organisational politics



11/11/22

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iii BBA 'B' - FM - Financial Management
ii MBA - SAPM - Security Analysis
And Portfolio
Mgt.
iii BBA 'A' - RM - Retail Management

	I	II	III	IV	V
1	iii B		ii MBA	iii 'A'	iii 'A'
2	ii MBA	iii B			ii MBA
3		iii 'A'	iii 'B'		iii 'A'
4	ii MBA		iii 'B'		iii 'A'
5	iii 'A'		ii MBA		iii 'B'
6	iii 'A'		iii 'B'		

Core course : X - (SRA) unit 9 to 11 BBA 'B'
Semester : V (V911) batch 11

Unit - I Introduction to financial Management

financial management - Meaning -

Definition - objectives - profit maximisation

- wealth maximisation - Scope - organisation
of finance function - Role of finance Manager

Unit - II Capital structure and its
theory

Capital structure - Meaning - defini-

- tion - features of an appropriate capital
structure - theories of capital structure

- Net Income (NI) approach - (NOI) Net

Operating Income approach - Traditional
approach - Modigliani Miller (MM) approach

- factors determining the capital
structure.

Unit - III Capital Budgeting and its
appraisal Methods

Capital Budgeting - Meaning -
definition - features - Importance - Methods

Date: 24.08.22

Page: 9

Day: VI

Profitability Index Method:

It is also a time-adjusted method of evaluating the investment proposals.

$$\text{Profitability Index} = \frac{\text{PV of Cash inflows}}{\text{PV of Cash outflows}}$$

$$P.I = \frac{\text{PV of Cash inflows}}{\text{Initial Cash outlay}}$$

Date: 25.08.22 / 26.08.22

Page: 140

Day: I & II

Problems were worked out in the class.

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24/8/22

Dr. S. Annelia Rosy, Ph.D.
Assistant Professor.

DAY ORDER HOUR	1	2	3	4	5
I	IMBA		OB II BCA		
II		IMBA	OB	SM III BBA	
III		II BBA OB		II BCA OB	II BBA
IV	OB		SM III BBA	II BBA	IMBA
V	II BBA SM	OB II BCA		II BCA	
VI	II BCA OB		II BBA OB		II BBA B

STRATEGIC MANAGEMENT - U5RIBACC9

UNIT-I - STRATEGIC MANAGEMENT OVERVIEW

Strategy - Meaning and definition -
Elements of Strategy - importance - Levels of
Strategy - Strategic Management - Meaning
and definition - Nature - Scope - Advantages -
Disadvantages of Strategic Management.

UNIT-II COMPONENTS OF STRATEGIC MODEL

Vision - Features of Strategic vision -
Process of Strategic vision - Mission -
characteristics of mission statement - Need
and Components of mission statement -
Objectives - characteristics - Significance -
Goals - Features and Types - Environmental
Scanning - Need - Features & Role - Factors
affecting environmental scanning - Environmental
Threats & opportunities (ETOP) - Benefits and
Limitations.

UNIT-III - CORPORATE & COMPETITIVE STRATEGIES

Michel E. Porter's five Competitive
Strategy - Benefits and Limitations - BCG
Matrix growth Strategy - Benefits & Limitations
- GE market share matrix - Benefits &
Limitations - SWOT Analysis - Portfolio
Techniques

Strategy Implementation:-

→ Activity within a Workplace or organisation designed to manage the activity.

→ Associated with the delivery of Strategy plan.

→ Process of turning plan into action to reach desired outcome.

→ Execute key process efficiently, effectively & consistently.

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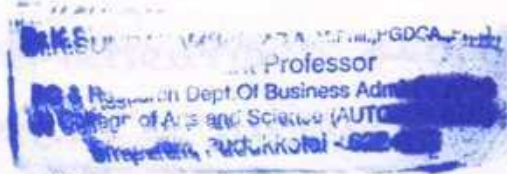
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27/10/23

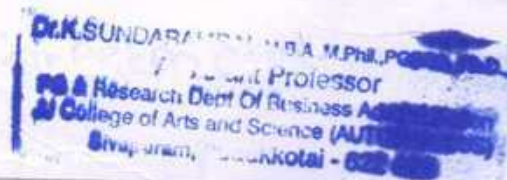
Dr. K. Sundarambal
Assistant professor



III BBA 'A' Entrepreneurial Development

II MBA International Strategic Management

II BCA ORGANISATIONAL BEHAVIOUR.



D \ H	1	2	3	4	5
D ₁	<u>III</u> BBA 'A'	<u>II</u> MBA	<u>II</u> BCA		
D ₂	<u>II</u> BCA		<u>II</u> MBA	<u>III</u> BBA 'A'	
D ₃	<u>III</u> BBA 'A'	<u>II</u> MBA			<u>II</u> BBA 'A' (RM)
D ₄	<u>II</u> BCA	<u>III</u> BBA 'A'		<u>II</u> BCA	
D ₅	<u>II</u> BCA	<u>II</u> MBA		<u>III</u> BBA 'A' (RM)	/
D ₆	<u>III</u> BBA 'A'	<u>II</u> MBA			<u>II</u> BCA

UNIT-I

International Strategic Management and Planning.

International Strategic Management -

- Definition - Meaning - A Conceptual exposition -
- Distinguishing Characteristics of International Strategic Management -
- Difference between International Strategic Management and Domestic Management -
- Phases of ISM -
- Importance of Strategic Management and Planning -
- Different levels of Strategy -
- Steps in Strategic Planning -
- Strategic vision - Mission and objectives -
- Strategic Selection -
- Types of Strategy -
- Strategic decision making -
- Evaluation of Strategic Management -
- Strategic model -
- Market Oriented Strategy.

Unit-II Strategic Formulation And Alternatives.

- Process of Strategic Formulation -
- The external environment -
- The Global environment -
- Strategic Consideration for multinational firms -
- Rationalizing Diversification and Building Shareholder value -
- SWOT analysis -
- Mergers and

Features of Social Audit

Multi-Perspective

Comprehensive

Participatory

Multi-Directional

Regular

Comparative

Verification

Disclosure

[Signature]

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Unit 2: Fundamentals of Total Quality Management

Quality: Meaning, Definition, Dimensions, Characteristics,
 Basis of Total Quality Management - Meaning, Definition,
 Principles of TQM, Strengths and Weaknesses - Evolution
 of Quality Management - Meaning - In points - TQM, TQM
 - Trilogy, TQM - Fishbone Diagram, Logistic principle

Unit 3: Quality Technology

Total Quality Management - Quality Control - Quality
 Objectives - Quality Control - Quality Assurance - Quality
 Process - Quality Control - Quality Assurance - Quality
 Information feedback

L. JAWAKI,

PG & Research Dept. of Business Admin.,

Dec, 23 - Apr, 23.

	1	2	3	4	5
I	" MBA			ES	" BBA A
II	" BBA B	" MBA		ES	
III	" BBA A		" MBA		ES
IV	" MBA	" BBA A		ES	" BBA B
V		" BBA B	" BBA	ES	
VI	" MBA	" BBA A			" BBA B

$\uparrow$ " MBA - TAM
 $\downarrow$ ES - CRM
 $\uparrow$ " BBA A & B - TM
 $\downarrow$

Syllabus

UNIT-1: Introduction of Logistics and transportation.

Logistics - Meaning - Defn. - Concept and significance
 - Transportation - Meaning - Defn. - importance - Integrated Logistics management.

UNIT-2: Transportation Alternatives

Railway, Road, Air, Waterways, Pipelines - Driven Vehicles - Economics of Transportation - Application of Quantitative Techniques - Transportation models.

UNIT-3: Freight and Insurance.

Freight - meaning - role of freight - Insurance
 - Meaning - Defn. - Role of Insurance - Insurance in Logistics.

UNIT-4: Transportation Activity.

International Transportation - Interstate goods movement - Intra states goods movement concept of customer service - characteristics, Linear operation - Tramp operation - Difference between linear and Tramp.

UNIT-5: Air transportation and Ocean Transport

Air Transportation - Advantages - disadvantages - containerization: CFS and Inland container depots - Dryports; Multi-national model transportation and consur.

UNIT-6: Latest Learning.

Latest development related to the course.

Dt: 22/3, 23/3 Topic: CONCOB (continuation)

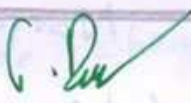
Hr: 1-B, 5-A Teaching Methodology: Lecture.

Doc. required

- companies Act
- SEBI Act
- Listing agreement
- Any other salute.

Dt: 23/3, Hr: I-B, 5-A Topic: Employee Benefits
Employee Benefits TM: Interactive.

- Professional updation
- Transport allowance
- Lunch subsidy
- Marriage Gift
- Vehicle advances
- Computer advances


23/3/23

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G. Bhuvaneswari

Assistant Professor

D \ H	1	2	3	4	5
I	I BBA	III BBA	VIS com II		
II	I BBA	II BCA	III BBA		IV BBA
III	II BBA	I BBA			III BCA
IV	I BBA		II BCA	II BBA	
V	III BBA		LAB	II BBA	
VI	III BBA	II BCA		II BCA	I BBA

Unit - I Introduction to communication

Communication - Meaning and definition -
Objectives - media of communication - Process - Types -
Verbal and Non-verbal communication - Importance
and characteristics of verbal communication -
Characteristics non verbal communication - Artificial
communication - Proxemics - Chronemics - Silence -
Functions - Importance of learning non verbal communication
skills - Barriers of communication.

Unit - II Letter writing

Business Letter - Meaning - Need - Functions -
kinds - Importance of an effective business letter -
Language of business letter - Layout - Enquiries and
replies - collection letters - Circular letter - sales
letter - Bank correspondence.

Unit - III Report writing

Report writing - meaning & Definition -
Importance - Types - Patterns of reports - contents -
Parts of a report - Business report - Academic
report - Special contents of an academic report -
Procedures followed - Essential requirements
of good report writing.

Date: 17/3/23
Day Order: 06

Teleconferencing

- ⇒ Use a telecommunications channel.
- ⇒ Link people at multiple locations
- ⇒ Dynamic to require users' active participations.

17/3/23

G.D.

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 Dept of Business Admin.
 J.J. College of Arts & Science (A)

	I	II	III	IV	V
I		III BBA ERB			HRM IMBA
II		III BBA B			TRD IMBA
III	II MBA	HRM IMBA		III BBA B	
IV	II MBA	IMBA		III BBA B	
V	II MBA		III BBA B	IMBA	
VI	III BBA B	IMBA		II MBA	

Human Resource Management - P2R213ACC11
Unit I :- Perspectives in Human Resource Management

Human Resource management - Meaning and definition - objectives - scope - Importance - Functions of human resource management - evolution and development of - HRM - Environment of HRM - Strategic Human resource management.

Unit II : Acquisition and Absorption:

Human resource planning - Meaning and definition - Features - objectives and significance - Steps in HR planning - Factors influencing HRP - Job Analysis - Meaning and Definition - Purpose - process - problems - Recruitment - Features - Importance - Sources - Selection - Interview - meaning & definition - Selection Process - Tests - Types of Test - Sources - Types of interview - Steps - placement & induction.

Unit III - Training & Development

Training - Meaning & Definition - need - objectives - Importance - Methods of Training - Executive development programme - Meaning and definition - need - objectives - process - Internal mobility and Separation - Career planning & Development - stages in career planning - Succession planning.

→ A formal Complaint raised by an employee against a fellow employee or manager, or even against the employer.

→ Employee usually file grievances for Workplace harassment

Date: 20/03/23

Day order: 2
20/03

Grievance Handling Procedure:-

- * Informal Meeting with Supervisor,
- * Formal grievance in writing.
- * Evaluate the grievance.
- * Conduct the formal investigation.
- * Resolution.
- * Provide all employees with an employee handbook.
- * Conduct consistent meetings with employees throughout the year.
- * Hold all employees to the same standards.

20/3/23

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M. SUREKA

Assistant professor

D/H	1	2	3	4	5
I		I MBA BM		I BBA POM	I MBA POM
II	I MBA			I MBA	I BBA
III	I MBA	I BBA		I MBA	
IV			I MBA	I BBA	
V			I MBA	I BBA	
VI	I MBA			I BBA	I MBA

11 BBA

SEMESTER - IV

Sub. code : U4R1BACC7

Unit 2 - Introduction to production system

An overall view of production mgmt - functions of a Production manager - production procedure - types of production system - continuous production - Intermittent production - plant location - Reasons for relocation - objectives in plant location - Relationship of production management with other dept.,

Unit 3 : Plant layout & capacity planning

Plant layout - Definition - types of plant layout - capacity planning - types of capacity - Measurement of capacity - Importance of capacity - Determinants of effective capacity - Process planning - procedure of designing a process - factors influencing process design - Process chart - Work measurement.

Unit 4 - production planning & ctrl.

production planning & ctrl - Importance of planning for production process - objectives of production control - functions of production & control - stages of Production planning & ctrl - kinds of production plans - plant maintenance - Definition - concepts - Area of maintenance

Unit 5 - Quality control & Inspection

Quality Ctrl - Techniques in quality ctrl

- preparation of quality manual
- Training of employees
- Internal audit
- Requesting the accreditors for third party assessment
- submission of controlled copy
- Review & evaluation
- Initial assessment
- Final assessment & Issues of certificate
- surveillance

Date: 21/3/23

Hour: 11

Teaching methodology: Interactive

Advantages of ISO Certification

- Enhance customer satisfaction
- Internal effectiveness & efficiency
- Increased market share & profitability
- Easy approval on bank loans & business
- Easy market entry for your products
- Eliminate process error & inefficiency

G. Par

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Dr. N. Sraevridya
Assistant Professor
Dept. of
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	I	II	III	IV	V
I		II BCA 'C'	LAB II BCA 'C'		
II		II BCA 'A'		BCA 'C'	I MBA
III		II BCA 'A'	I MBA	BCA 'C'	
IV		II BCA 'A'	I MBA	BCA 'C'	I MBA
V		II BCA 'A'		I MBA	BCA 'C'
VI		II BCA 'A'	LAB II BCA 'A'		

CLASS	-	SUBJECT
II BCA 'A'	-	Financial and Management Accounting
II BCA 'C'	-	Financial and Management Accounting
I MBA	-	Advanced Financial Management

FINANCIAL AND MANAGEMENT ACCOUNTING

UNIT-I INTRODUCTION TO ACCOUNTING

Meaning - Definition - Branches -
Merits and Demerits - Accounting
Concepts - Conventions - Kinds of
Accounts - Rules of Double Entry
- Journal - Ledger - Trial Balance

UNIT-II - FINAL ACCOUNTS

Subsidiary Books - Purchase,
Sales, Cash Book - Simple, Double
and Petty Cash Book - Trading
Account - Profit & Loss Account -
Balance sheet with simple
adjustments

UNIT-III - DEPRECIATION ACCOUNTING

Depreciation Accounts - Straight
Line Method - Written Down Value
Method and Annuity Method

UNIT IV - MANAGEMENT ACCOUNTING

Definition of Management Accounting
- Nature - Scope - Objectives - Merits
- Limitations - Difference between
Management Accounting and
Financial Accounting - Financial
Statement Analysis - Comparative
Income Statement - Common Size

Date: 23/3/23

Hour: II (A)

Day order: II

IV (C)

Topic: 5 units - revised at a glance

Questions posed from the 5 units to the students, revised and doubts clarified.

21/3/23

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Name: N. Shanmugasundaram

Assistant Professor

Dept of Business Administration
J.J. College of Arts & Science (A)
Pudukkottai

Semester - II MBA. IV

I BBA B/ II

I MBA II

I BBA - Marketing Management

I MBA - Marketing Management

II MBA - Business Laws

(2022 - 2023)

Nov - 2022.

Business Laws - PPR2BACC18

Unit I Introduction to Law of Contract

Definition Contract - Nature - voidable contract
Act 1872 - Elements of essential Valid Contract
offer and acceptance - consideration - free
consent, Quasi Contract - Special Contracts - Indemnity
and Guarantee - Kinds - Bailment and Pledge

Unit II Companies Act 2013

Formation of Company - memorandum of Association
- meaning and purpose - forms and contents -
Article of Association - meaning and purpose - registration
of articles - alteration - effects of alteration -
Dissolution of firms - Companies act 2013 - Types of
Companies - Memorandum of Association - Contents -
Articles of Association - Contents - Prospectus - Contents
- winding up of company

Unit III Sale of goods Act

Contract of Sale of goods - Condition and warranties
- Transfer of Property - Performance of contract -
Rights of an unpaid seller

Unit IV Consumer Protection Act and GST

Consumer Protection Act 1986 - Consumer right -
Procedure for Consumer redressal - redressal mechanism
- GST - VAT and GST comparison - Benefits of GST
to consumer of GST - IGST, UTGST, SGST, meaning

Unit V Information Technology Act - 2000

Information Technology act 2000 - Digital Signature
- Benefits of GST - Electronic Records - Certifying
Authority - Digital Certificate

Reference Books

- 1) Business Law - B. Sathish malhur
- 2) Business Law - M.C Khuchal
- 3) Legal aspects of Business - Pathak

Types of Certificates

Domain Validated (DV)
Organization Validated (OV)
Extended Validation (EV)

Digital Signature

A digital signature is a mathematical technique used to validate the authenticity and integrity of a message, software, or digital document.

- 1) Key Generation Algorithms
- 2) Signing Algorithms
- 3) Signature Verification Algorithms

N. Sripal 23/3/23
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Dr. C. ESWARJ
Assistant professor

CLASS	Sub. code	Subject
III BBA	U6R1BACCI4	ENTERPRISE RESOURCE PLANNING
I BBA	U2R2BAAC2	BUSINESS ENVIRONMENT
III BBA	U6R1BASBE3	E-COMMERCE
II MBA	P4R1BAECF5	STOCK EXCHANGE PRACTICES

UNIT - I: BASIC ERP CONCEPTS

ERP concepts - importance of ERP
ERP Architecture - client-server architecture,
Two-tier client-server architecture,
Three-tier architecture

UNIT - II: ERP AND TECHNOLOGY

DEC - MAR (2022-2023)

D/H	1	2	3	4	5
I	III BBA A'		I BBA B	E5	
II	III BBA		I BBA B	E5	
III	I BBA			III BBA A'	E5
IV		I BBA B	III BBA A'	E5	
V		I BBA B	III BBA A'	E5	III BBA A'
VI			VIS Com II	III BBA A'	III BBA A'

III BBA - 3
I BBA - 5
VISCOM - 1
E5
(II MBA) - 5
ERP course - 14
Total - 19

STOCK EXCHANGE PRACTICES (PARIBAECEFS)

SUBJECT CODE: P4RIBAECF5

UNIT I - CAPITAL MARKET

Capital market - Meaning and Definition -

Features - Functions - Different types of Securities dealt in capital market - Derivatives Market - Meaning and Definition - Functions of Derivative market - Management of Risk in Derivative market - Benefits in Derivative Market.

UNIT II - NEW ISSUE MARKET

New Issue market - Meaning and Definition -

Features - Role of primary market - method of Floating new issues - steps in IPO - Advantages and Disadvantages of public issue - Right issue - Merits and Demerits - private placement - Merits and Demerits - preferential Allotment - Advantages and Disadvantages - Book-Building - Features

UNIT III - STOCK EXCHANGES

Stock exchanges - Meaning and Definition -

is an indian central securities depository,
based in Mumbai.

⇒ It was established in August 1996 as
the first electronic securities depository in
india with national coverage.

⇒ Maintain investor holding in electronic
form.

⇒ NSDL Facilities offer of securities as
a mortgage for loans

⇒ It offers facility for freezing or
locking of investors accounts.

8/23/23

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	1	2	3	4	5
D1		III BBA 'B'	II MBA		I BBA 'A'
D2	III BBA 'A'		II MBA		I BBA 'A'
D3	I BBA 'A'	III BBA 'A'			III BBA 'B'
D4	III BBA 'A'	I BBA 'A'			II MBA
D5	II MBA	III BBA 'A'	I BBA 'A'	III BBA 'B'	
D6	III BBA 'B'	I BBA	II MBA		

Dr. K. SUNDARAMBAL

Assistant Professor

PG & Research Department of
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I - BBA - A - Marketing Management

III BBA - A - Supply Chain Management

III BBA - B - Supply chain Management

II MBA - International Business
Environment

International Business Environment

UNIT: I International Business An Overview

International Business: An overview -

Types of International business: The External Environment Economic and Political Environment. The Human Cultural Environment: Influence on Trade Investment Patterns; Recent world Trade and Foreign Investment Trends.

UNIT. II International Trade Aspects:

Balance of Payments Accounts;

Theories and Institutions; Trade Investment - Government Influence on Trade Investment;

Determination of trading Pattern -

Independence, Interdependence and Dependence

UNIT. III WTO ISSUES:

WTO and Environment;

Cross-national Cooperation and Agreements; Tariff and Non Tariff Barrier - Regional Blocks; International Production; Internationalisation of Service Firms, Operation Management in International Firms.

Date: 20/3/23

Day order: 51

20/3/23 Hour: 11

CSR Meets Globalisation

- * Increasing income & Prosperity.
- * Attention to the Moral impact.
- * Ensure wellbeing.
- * International rules & norms
- * Fairness in wages & benefits
- * Ensure workplace health & safety.

20/3/23

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