DEPARTMENT OF BUSINESS ADMINISTRATION
MBA –R24

I Year I Semester

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MANAGEMENT AND ORGANIZATIONAL BEHAVIOR

Objective of the course:

Objective of the course is to give a basic perspective of Management.
This will form foundation to study other functional areas of management and to provide the students with the conceptual Behaviour.

Unit – I

Definition, Nature, Functions and Importance of Management – Evolution of Management thought – Scientific management, administrative management, Haw throne experiments – systems approach -Levels of Management - Managerial Skills - Planning – Steps in Planning Process – importance and Limitations – Types of Plans - Characteristics of a sound Plan - Management By Objectives (MBO) - Techniques and Processes of Decision Making - Social Responsibilities of Business

Unit-II

Organizing – Principles of organizing – Organization Structure and Design – Types of power - Delegation of Authority and factors affecting delegation – Span of control – Decentralization – Line and staff structure conflicts - Coordination definition and principles - Emerging Trends in Corporate Structure – Formal and Informal Organization- Nature and importance of Controlling, process of Controlling, Requirements of effective control and controlling techniques.

Unit – III

Organizational behavior: Nature and scope – Linkages with other social sciences – Individual roles and organizational goals – perspectives of human behavior - Perception– perceptual process – Learning - Learning Process- Theories - Personalit4y and Individual Differences - Determinants of Personality - thinking.

Unit – IV

Values, Attitudes and Beliefs – Creativity and Creative Motivation and Job Performance – Content and process Theories of Motivation - Leadership- Styles - Approaches – Challenges of leaders in globalized era – Groups – stages formation of groups – Group Dynamics - Collaborative Processes in Work Groups - Johari Window- Transactional Analysis.

Unit – V:

Organizational conflict-causes and consequences-conflict and Negotiation Team Building, Conflict Resolution in Groups and problem solving Techniques – Organizational change - change process - resistance to change - Creating an Ethical Organization.

Relevant cases have to be discussed in each unit and in examination case is compulsory from any unit.

References:

1. Harold Koontz, Heinz Weihrich, A.R.Aryasri, Principles of Management, TMH, 2010.
2. Dilip Kumar Battacharya, Principles of Management, Pearson, 2012.
3. Kumar, Rao, Chhaalill "Introduction to Management Science" Cengage Publications, New Delhi
4. V.S.P.Rao, Management Text and Cases, Excel, Second Edition, 2012.
5. K.Anbuvelan, Principles of Management, University Science Press, 2013.
6. K.Aswathappa " Organisational Behaviour-Text, Cases and Games", Himalaya Publishing House, New Delhi,2008.
7. Steven L Mc Shane, Mary Ann Von Glinow, Radha R Sharma: "Organisational Behaviour", TMH Education, New Delhi,2008

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I Year I Semester

MANAGERIAL ECONOMICS

Course Objective:
1: Objective of the course is to introduce basic concepts and techniques of Managerial Economics and comprehend student with vital decisions of business.
2: Assimilate and apply the laws of economics in the business.
3: Acquire the knowledge about the various types of market structure for strategizing and wise decision making.
4: Practice the pricing strategies in the business management policies.
5: Achieve the knowledge about macroeconomics to foresee the external forces to the effective decisions in organisation.

Learning Outcomes: Use supply and demand to explain various economic phenomena and principles.
1. Explain the economic meaning of price, elasticity, and production costs. Describe the cause and effect of changes in all of these variables.
2. Draw and analyze cost and revenue curves that maximize profit.
3. Discuss differences and critically analyze the pros and cons of different market structures, including competitive, monopolistic and oligopolistic markets.
4. Pricing strategies to achieve and applicability in the market conditions
5. Knowledge about macroeconomics conditions and learn to applicable in the present context.

UNIT-I:
Introduction to Managerial Economics: Nature and Scope- of managerial Economics: Incremental reasoning, Concept of Time Perspective, Discounting Principle, Opportunity Cost Principle, Equi -Marginal Concept-Theory of Firm-profit measurement-social responsibility of business.

UNIT-II:
Demand Analysis and Forecasting: Concepts of Demand, Supply, Determinants of Demand and Supply, Elasticities of Demand and Supply- Methods of demand forecasting for established and new products-.

UNIT-III:
Cost and Production Analysis: Cost: Concept and types, Cost-Output Relationships, Cost Estimation, Reduction and Control- Economies and Diseconomies of Scale- Law of Variable Proportions- Returns to Scale- Isoquants-Cobb-Douglas and CES Production functions.

UNIT-IV:
Theory of Pricing: Price determination under Perfect Competition, Monopoly, Oligopoly and Monopolistic Competitions- Methods of Pricing. Market structures: Perfect and Imperfect

Market Structurer. Price discrimination-degrees of price discrimination.

UNIT-V:

Macro Economics and Business: Concept, Nature and Measurement of National Income- - Fiscal and Monetary Policies. inflation and Deflation: Inflation - Meaning and Kinds, Types, Causes and measurement of inflation Measures to Control Inflation, Deflation- Philips curve-Stagflation-The Business Cycles. Theory of Employment- Business cycles: Policies to counter

Relevant cases have to be discussed in each unit and in examination case is compulsory from any unit.

References:

1. D.M.Mithani, Managerial Economics, Himalaya Publishing House
2. Hirschey-Managerial economics,12th ed-cengage
3. Gupta G.S., Managerial Economics, TMH, 1988.
4. P.L. Mehta, Managerial Economics, PHI, 2001.
5. K .KDawett, Modern Economic Theory, Sultan Chand & Sons.
6. D.N. Dwivedi, Managerial Economics, 7th Ed, Vikas Publishing.
7. H.Craig Peterson, W.CrisLewis,managerialeconomics ,Pearson, 2005.

I Year I Semester

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ACCOUNTING FOR MANAGEMENT

COURSE OBJECTIVES:

The objective of this course is to acquaint the students regarding various account and its application in managerial decision making.

Unit – I:

Financial Accounting- concept, Importance and scope, accounting principles, accounting cycle, journal ledger, trial balance, Preparation of final accounts with adjustments.

Unit – II:

Analysis and interpretation of financial statements – meaning, importance and techniques,ratio analysis, Fund flow analysis, cash flow analysis (AS - 3).

Unit – III:

Cost accounting–meaning, importance, methods, techniques; classification of costs and cost sheet; Inventory valuation methods- LIFO, FIFO, HIFO and weighted average method.

Unit – IV:

Management accounting – concept, need, importance and scope; budgetary control-meaning, need, objectives, essentials of budgeting, different types of budgets and their preparation.

Unit-V:

Standard costing and variance analysis (materials, labour)- Marginal costing and its application in managerial decision making

Relevant cases have to be discussed in each unit and in examination case is compulsory from any unit.

References:

1. MAHESWARI AND MAHESWARI" Financial Accounting", Vikas Publishing House, New Delhi, 2013.
2. Pandey, I.M. Management Accounting, Vikas Publishing House, New Delhi.
3. Horngen, Sundem & Stratton, Introduction to Management Accounting, PearsonEducation, New Delhi.
4. Hansen & Mowen, Cost Management, Thomson Learning.
5. Mittal, S.N. Management Accounting and Financial management, Shree MahavirBook Depot, New Delhi.
6. Jain S.P. and Narang K Advanced Cost Accounting, Kalyani Publishers Ludhiana.
7. Khan M.Y. and Jain, P.K. Management Accounting, TMH, N. Delhi.

I Year I Semester

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QUANTITATIVE ANALYSIS FOR BUSINESS DECISIONS

Course Objectives:

1. To develop a deeper understanding of meaning and importance of quantitative technique and its applications in managerial decisions.
2. Statistical tools like measures of central tendency & measures of variations and apply these tools to real life situations.
3. Students have more knowledge about the decision making concept, process of decision making and different environments like risk, uncertainty and certainty.
4. To have knowledge about Sampling and Sampling Distributions-Estimation-Point and Interval Estimates, Concepts of Testing Hypothesis.
5. Students would able to understand the concept of ANOVA, Chi-square test of Independence and Goodness of fitness.

Course Outcomes:

At the end of the course students will be able to:

1	Basic importance and applications of quantitative techniques.
2	Study the various measures and applicability of probability related tothe statistics.
3	Justify the several decisions in decision theory.
4	Use and understand the different sampling distribution techniques.
5	Test the hypothesis for choosing best conclusion and inference.

UNIT 1:

Quantitative Techniques: Introduction-Meaning and Definition-Classification of QT -QT and other disciplines – Application of QT in business-Limitations

UNIT II:

Measure of Central Tendency and Dispersions-Arithmetic Mean; Geometric Mean; Harmonic Mean; Median: Mode, Standard Deviation. Simple correlation-Karl Pearson's Coefficient of correlation, Rank correlation. Simple Regression Analysis-Concept of Probability-Probability Rules-Joint and Marginal probability-Baye's Theorem-probability Distributions - Binominal, Poisson, Normal & Exponential Probability Distributions.

UNIT III:
Introduction of Decision Theory: Steps involved in decision making, different environments in which decisions are made, Criteria for decision making, Decision making under uncertainty, Decision making under conditions of Risk-Utility as a decision criterion, Decision trees, Graphic displays of the decision-making process, Decision-making with an active opponent.

UNIT IV:
Concept of Estimation and Sampling: Inferential Analysis-Point Estimates and Interval Estimates of Averages and Proportions of small and large samples. Sampling –Meaning, Steps in Sampling Process-Sample Size-Probability and Non-Probability sampling techniques, Errors in sampling. Tests of Significance-Types -Hypothesis- Types-Hypothesis testing and Confidence Intervals. Parametric Tests for means, Proportions, Variance and Paired Observations.

UNIT V:
Analysis of Variance (ANOVA): One-Wayand Two-Way AVOVA, Non-Parametric tests-Chi–Square- Test of Independence, Test of Goodness of Fit.

Relevant cases have to be in each unit and in examination case is compulsory for every unit.

References:
1. N.D. Vohra "Quantitative Techniques in Management", Tata McGraw Hill Private Limited, New Delhi, 2011.
2. Gupta S.P "Statistical Methods'', S. Chand and Sons, New Delhi.
3. Anand Sharma "Quantitative Techniques for Business decision Making HimalayaPublishers, New Delhi, 2012.
4. D.P. Apte "Operation Research and Quantitative Techniques", Excel Publications, NewDelhi, 2013.
5. Hamdy, A. Taha "Operation Research. An Introduction", Prentice Hall of India, New Delhi, 2003.
6. Anderson "Quantitative Methods for Business", Cengage Learning, New Delhi, 2013.

I Year I Semester

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ENTREPRENEURSHIP DEVELOPMENT

UNIT I

Introduction: Definition of Entrepreneur, Entrepreneurial motivation and barriers; Internal and external factors Economic Barriers to Entrepreneurship –Non-Economic Barriers to Entrepreneurship- Theories of entrepreneurship; Classification of entrepreneurship- Entrepreneurship in Developing Economy – Entrepreneurial Values and Attitudes

UNIT II

Problems & Support: Incubation and Take-off, Problems encountered Structural, Financial and Managerial Problems, Types of Uncertainty. -Institutional support for new ventures: Supporting organizations; Incentives and facilities; Financial Institutions and Small-scale Industries, Govt. Policies for SSIs.-Role of SIDBI in Project Management.

UNIT III

Types of Entrepreneurs: Family and non-family entrepreneurs - Role of Professionals, Professionalism vs. family entrepreneurs–-Sick industries, Reasons for Sickness, Remediesfor Sickness, Role of BIFR in revival, Bank Syndications.

Unit IV

Project Analysis: Meaning and Definition of Project, Types & Characteristics – project Phases – Project Life Cycle – Project Family Tree – Feasibility Analysis and Project Report.

Unit V

Development of Enterprise: Concept and development of Enterprise - Procedure of starting Enterprise – Vital Decision to make during start up: Project Report Preparation, Choice of Enterprise, and Market Assessment of Enterprise.

References:

1. Couger, C-Creativity and Innovation (IPP, 1999)
2. Nina Jacob, -Creativity in Organisations (Wheeler, 1998)
3. Jonne & Ceserani-Innovation & Creativity(Crest) 2001
4. Bridge Setal-Understanding Enterprise: Entrepreneurship and small business(Palgrave.2003)
5. Holt-Entrepreneurship: New Venture Creation (Prentice-Hall) 1998.
6. Singh P&B handerkar A-Winning the Corporate Olympiad: the Renaissancearadigm(Vikas)
7. Dollinger M J-Entrepreneurship (Prentice-Hall, 1999).
8. Tushman, M.L. & Lawrence, P.R. (1997)-Managing Strategic Innovation & Change Oxford .
9. Jones T. (2003)-Innovating at the Edge: How Organizations Evolve and EmbedInnovation Capability.Butterwork Heinemann, U. K.
10. Amidon, D. M.(1997)-Innovation Strategy for the Knowledge Economy: TheKanawakening. Butterwork-Heinemann, New Delhi, India.

I Year I Semester

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BUSINESS ENVIRONMENT

OBJECTIVES:

The objective of this paper is to make the students more clear about the importance of business organisation wants to achieve, to earn profit for its growth and development, toprovide quality goods to its customers, to protect the environment, etc.

UNIT – I: Introduction: The Concept of Business Environment - its Nature and Significance -Components of Business Environment - Impact of environment on business and strategic decisions.

UNIT – II: Social and Cultural Environment: Introduction - Social environment - Cultural environment - Impact of Foreign Culture on Business - Types of Social Organization - Social Responsibilities of Business.

UNIT – III: Economic Environment: Introduction - Economic environment of Business - Economic systems - Macroeconomic parameters and their impact of business - Economic policies - Five Year Plans in India.

UNIT – IV: Political and Legal Environment: Introduction -Political environment - Relationship between Government and Business in India - Role of Government in Business - Constitutional provisions regarding regulation of business in India. Legal Environment -Implementations of Business - Corporate Governance.

UNIT – V:

Technological and Natural Environment: Features of Technological Environment - Factors and Impact of Technological Environment - Technological Environment in India -Elements of Natural Environment - Environmental Pollution

Relevant cases have to be discussed in each unit and in examination case is compulsory from any unit.

References:

1. Shaikh Saleem: "Business Environment", Pearsons, New Delhi,
2. Veena Keshav Pailwar: "Economic Environment of Business", PHI Learning, New Delhi,2012
3. Rosy Joshi, Sangam Kapoor: "Business Environment", Kalyani Publishers, New Delhi,2011.
4. Aswathappa K: "Essentials of Business Environment", Himalaya Publishing House, NewDelhi, 2011.
5. Vivek Mittal: "Business Environment Text and Cases", Excel Books New Delhi, 2011.
6. Sundaram and Black: "International Business Environment Text and Cases", PHI Private Limited, New Delhi.
7. Avid W Conklin: "Cases in Environment of Business", Sage Publication India Private Ltd, New Delhi. 8. Raj Kumar: "International Business Environment", Excel Publication, New Delhi, 2012.
8. Palle Krishna Rao: "WTO-Text and Cases", Excel Publication, New Delhi.
9. Government of India, Latest Economic Survey Report.

I Year I Semester

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INFORMATION TECHNOLOGY FOR BUSINESS

Course Objectives:

- To understand business processes and information technology in business.
- To manage and understand IT in business organizations.
- To build and develop technology trends.
- To understand the challenges on using Technology for business
- To learn ethical issues in information technology

At the end of this course students will be able to:

1: Clear understanding of Information Technology in business scenarios.

2: Importance of Technology in business processes.

3: Significance of intelligent systems in business.

4: Usage of various digital platforms across the business.

5: exploring e-commerce and ERP scenario.

UNIT-I

Business and Information Technology - Business in the Information Age, Information system, CBIS, Trends in IT Evolution and types of Information Systems, Managing IT in organization.

UNIT-II

Information Technology Infrastructure - Computer Hardware, Software, Managing and Organization of Data and Information - Telecommunication and Networks. The Internet and Intranet (I.O.T).

UNIT-III

Information Technology for Competitive advantage - Inter Organizational Information Systems, Global Information Systems, Electronic Data Interchange (EDI) and Electronic Funds Transfer (EFT). Enterprise Resource Planning, Data knowledge and decision support

UNIT-IV

Intelligent Systems in Business - Artificial intelligence and Intelligent Systems – Expert Systems, Intelligent Agents, Virtual Reality, Ethical and global issues of Intelligent systems.

UNIT-V

Electronic Commerce - Foundation, Business to Consumer Applications, Business to Business Applications, Consumer Market Research and other Support, Legal and Ethical issues in E-commerce Strategy, Information Systems, Strategic Advantage, Porter's Competitive Forces model on IT, Business Process Re-engineering, Virtual Corporations, E-Learning, CBI, Information Systems Development Life Cycle (SDLC), Building Internet andIntranet Applications.

Suggested Readings:

1. Turban Rainer and Potter: Introduction to Information Technology, John & Wiley Sons.
2. James O'Brien: Introduction to Information Systems, McGraw Hill Book Company.

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I Year I Semester

RURAL DEVELOPMENT

Course Objective:

1. To facilitate the students to understand the basic nature of rural society in India
2. To appraise students about the Rural Local Administration
3. To provide insights on rural demography and rural economy in India
4. To provide insights on various processes and challenges of agriculture in India
5. To make students aware of the rural market structure in India

Outcomes of the course:

1. Describe the key aspects of rural society in India
2. Describe the rural local administration
3. Analyse the dynamics of local rural population and local rural economy
4. Explain the processes and challenges of agriculture in India
5. Summarise the components and implications of land tenure systems and landreforms in India**.**

Unit-I

Rural Development: Concept, Importance, Nature and scope, Characteristics of rural economy, human capital of development- Distinction between development and growth, Indicators of rural development, problems & issues in ruraldevelopment.

Unit – II

Rural Management: Nature, Scope and challenges in marketing operations, human and financial resources in rural areas. Entrepreneurship opportunities in rural areas, Agricultural production, productivity and backwardness, Social and Economic structure of rural India and its economic development.

Unit – III

Rural Community Development: M.D.G -Concept of community, Function of Community, PURA model, Community profile: Process and tools. Community development: Characteristics, Principles andscope, Panchayat Raj and community development in India.; Zilla Parishad - structure, powers, function, working and problems in Rural Administration.

Unit – IV

Sustainable Development: Biodiversity and its conservation, Environmental pollution, air, water and soil pollution., Rainwater harvesting Watershed management. Social security schemes in India-DDP-CRSP-NHRDP-DWACRA- DRDA-Health care programmes.

Unit-V

Concept and Scope of Rural Market, Characteristics of rural markets, Environmental factors: Micro and Macro marketing environment, Marketing planning process, Introduction to services marketing. Fundamentals of Rural Demography and Economics: Rural population –process of development-GATT-WTO-SEZ-CSR-NAIS

References:

1. Satya Sundram, I. "Rural Development" Himalaya Publishing House, NewDelhi.

2. K.Venkatareddy-Aricultural and rural development-himalaya publishing house

I Year I Semester

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INTELLECTUAL PROPERTY RIGHTS& PATENTS

Course Objective:

1. The main objective of IPR is to make the students aware of rights for their rights for the protection of their invention done in their project work

2. To get registration in our country and foreign countries of their invention, designs and thesis or theory written by the students during their project work and for this they must have knowledge of patents, copy right, trademarks, designs and information Technology Act.

3. Further the teacher will have to demonstrate with products and ask the student to identify the different types of IPR's.

Course outcomes:

- The students once they complete their academic projects, they awareness of acquiring the patent get
- They also learn to have copyright for their innovative works.
- They also get the knowledge of plagiarism in their innovations which can be questioned legally.

Unit-1

INTRODUCTION TO IPR: Meaning of property, Origin, Nature, Meaning of Intellectual Property Rights –Kinds of Intellectual property rights—Copy Right, Patent, Trademark, Trade Secret and trade dress, Design, Layout Design, Geographical Indication, Plant Varieties and Traditional Knowledge.

Unit-2

PATENT RIGHTS AND COPY RIGHTS— Origin, Meaning of Patent, Types, Inventions which are not patentable, Registration Procedure, Rights and Duties of Patentee, Assignment and license, Restoration of lapsed Patents, Surrender and Revocation of Patents, Infringement, Remedies & Penalties. COPY RIGHT—Origin, Definition &Types of Copy Right, Registration procedure, Assignment & license, Terms of Copy Right, Piracy, Infringement, Remedies, Copy rights with special reference to software.

Unit-3

TRADEMARKS— Origin, Meaning & Nature of Trademarks, Types, Registration of Trade Marks, Infringement & Remedies, Offences relating to Trade Marks, Passing Off, Penalties.

Unit-4

DESIGN- Meaning, Definition, Object, Registration of Design, Cancellation of Registration, International convention on design, functions of Design. Semiconductor Integrated circuitsand layout design Act-2000.

Unit-5

BASIC TENENTS OF INFORMATION TECHNOLOGY ACT-2000 – IT Act – Introduction E-Commerce and legal provisions E- Governance and legal provisions Digital signature and Electronic Signature. Cybercrimes

TEXTBOOKS:

1. Intellectual Property Rights and the Law, Gogia Law Agency, by Dr. G.B. Reddy
2. Law relating to Intellectual Property, Universal Law Publishing Co, by Dr.B.L.Wadehra
3. IPR by P. Narayanan
4. Law of Intellectual Property, Asian Law House, Dr.S.R. Myneni

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I Year I Semester

MOOCs : SWAYAM/NPTEL- Related to Management Courses other than listed courses in the syllabus

NOTE: Students opting for SWAYAM should register for 12 weeks course and need to produce the pass certificate with minimum 40%(Percentage) for receiving Academic Credits. The actual percentage mentioned on the certificate will be transferred to the marks memo

I Year I Semester

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PACE UP

(Personality Assessment Centre, Enhancement and Upgradation Processes)

Course Objectives:

Business Etiquettes and Professionalism has been designed to meet the following objectives:

a) To learn the principles of business etiquettes and professional behavior

b) To understand the etiquettes for making business correspondence effective

c) To be able to present yourself confidently at various business situations

d) Develop awareness of dining and multicultural etiquettes

Learning Outcome:

After completion of course students will be able to:

a) Demonstrate an understanding of professionalism in terms of workplace behaviours andworkplace relationships.

b) Adopt attitudes and behaviours consistent with standard workplace expectations.

c) Presenting oneself with finesse and making others comfortable in a business setting.

d) Developing basic life skills or etiquettes in order to succeed in corporate culture.

Unit: 1

Business Etiquettes-An Overview: Significance of Business Etiquettes in 21st century Professional Advantage; Need and Importance of Professionalism.

Workplace Etiquette: Etiquette for Personal Contact- Personal Appearance, Gestures, Postures, Facial Expressions, Eye-contact, Space distancing

E-Mail Etiquette: Significance of Netiquette, E-mail: Way of professional communication,

Basic Email Etiquettes: Proper Grammar, Spelling, Punctuation, Styling and Formatting,Body of Email, Response, Privacy

Unit – II

Telephone Etiquettes: Telephone Communication Techniques -Placing Telephone calls, Answering Calls, Transferring Calls, Putting Calls on Hold, Taking Messages, Handling Rude Callers, Tactful Responses, Leaving Professional Messages; Developing Cell Phone Etiquettes; Voicemail Etiquette; Telephonic Courtesies

Dining Etiquette: Basics of Dining Etiquettes; Basic essentials of dining table etiquettes - Napkin Etiquette, Seating arrangements, laying the table, how to use Cutlery, Posture &Behavior, Do's and Don'ts; International Dining Etiquettes.

Multi-Cultural Challenges: Cultural Differences and their Effects on Business Etiquette

Unit – III

Communication Skills: Understanding Human Communication, Constitutive Processes of Communication, Language as a tool of communication, Barriers to Effective communication, Strategies to Overcome the Barriers.

Emotional intelligence: Importance, concept, theory and measurements.

Stress Management: Strategies for preventing and relieving stress.

Time management: Meaning; Techniques and styles.

Unit-IV

Interview Skills: Interview Skills: in-depth perspectives, Interviewer and Interviewee Before, During and after the Interview, Tips for success Meeting Etiquette: Managing a Meeting-Meeting agenda, Minute taking; Duties of the chairperson and secretary; Effective Meeting Strategies – Preparing for the meeting, conducting the meeting, Evaluating the meeting Presentation Etiquettes: Importance of Preparation and Practice; Effective Delivery Techniques, Audience Analysis, Handling Stage Fright.

Unit- V

Teamwork and Leadership Skills: Concept of Teams; Building effective teams; Concept ofLeadership and honing Leadership skills. **Personality:** Meaning & Definition, Determinants of Personality, Personality Traits,Personality and Organisational Behaviour **Motivation:** Nature & Importance, Herzberg's Two Factor theory, Maslow's Need Hierarchytheory, Alderfer's ERG theory Decision-**Making and Problem-Solving Skills:** Meaning, Types and Models, Group and Ethical Decision-Making, Problems and Dilemmas in application of these skills. **Conflict Management:** Conflict - Definition, Nature, Types and Causes; Conflict Resolution. **Human Resource Management:** Introduction to HRM, Selection, Orientation ,Training& Development, Performance Appraisal, Incentives

Case Study Analysis

Suggested Readings:

- Barbara Pachter, Marjorie Brody. Complete Business Etiquette Handbook. Prentice Hall,2015.
- Dhanavel, S.P. English and Soft Skills. Hyderabad: Orient BlackSwan, 2021.
- Koneru, Aruna. Professional Communication. Delhi: McGraw, 2008.
- Mahanand, Anand. English for Academic and Professional Skills. Delhi: McGraw, 2013.Print.
- Nancy Mitchell. Etiquette Rules : A Field Guide to Modern Manners. Wellfleet Press, 2015.
- Rani, D Sudha, TVS Reddy, D Ravi, and AS Jyotsna. A Workbook on English Grammarand Composition. Delhi: McGraw, 2016.
- Raghu Palat, Indian Business Etiquette, Jaico Books, 2015.
- Rizvi, M. Ashraf. Effective Technical Communication. Delhi: McGraw, 2018.
- Pease, Allan and Barbara Pease. The Definitive Book of Body Language. New Delhi:Manjul Publishing House, 2005.
- Tengse, Ajay R. Soft Skills: A Textbook for undergraduates, Orient BlackSwan, 2015

I Year I Semester

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TALLY LAB

Objective:

To Understand the students' basics of the Computers Knowledge with Financial Software Knowledge

UNIT-I

Basic of Accounting: Type of Accounts, Rules of Accounting, Principles of concepts and conventions, double entry system, bookkeeping Mode of Accounting, Financial Statements, Transaction, Recording Transactions. Getting the functional with Tally, Creation and settingup of company in Tally.

UNIT- II

Accounting Masters in Tally- Features- Configurations- Setting up Account Heads.

UNIT- III

Inventory in Tally- Stock – groups – Stock Categories - Godowns / Location Units of Measure - Stock Items - Creating Inventory Masters for National Trader

I Year I Semester

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ENTREPRENEUR PROJECT -1

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I Year II Semester

FINANCIAL MANAGEMENT

UNIT-1

Financial Management: Concept - Nature and Scope –Evolution of Financial Management-The new role in the contemporary scenario- Goals and Objectives of Financial Management-Firm's mission and objectives- Profit Maximization Vs Wealth Maximization Vs Satisfying –Major decisions of financial manager.

UNIT-2

Financing Decision: Sources of finance- Concept and financial effects of leverage – EBIT- EPS analysis. Cost of Capital: Weighted Average Cost of Capital – Theories of Capital Structure

UNIT-3

Investment Decision: Concept and Techniques of Time Value of Money – Nature and Significance of Investment Decision – Estimation of Cash Flows – Capital Budgeting Process – Techniques of Investment Appraisal – Discounting and Non Discounting Methods

UNIT-4

Dividend Decision: Meaning and Significance – Major forms of dividends – Theories of Dividends – Determinants of Dividend – Dividends Policy and Dividend valuation – Bonus Shares –Stock Splits – Dividend policies of Indian Corporate.

UNIT-5

Liquidity Decision: Meaning -Classification and Significance of Working Capital – Components of Working Capital – Factors determining the Working Capital – Estimating Working Capital requirement – Cash Management Models – Accounts Receivables –Credit Policies – Inventory Management.

Relevant cases have to be discussed in each unit and in examination case is compulsoryfrom any unit.

References:

1. I.M. Pandey: "**Financial Management",** Vikas Publishers, New Delhi, 2013.
2. Khan and Jain: Financial Management, Tata McGraw Hill, New Delhi,
3. Prasanna Chandra: "**Financial Management Theory and Practice**", TataMcGrawHill 2011.
4. P.Vijaya Kumar, M.Madana Mohan, G. Syamala Rao: "**Financial Management",** Himalaya Publishing House, New Delhi, 2013.
5. Brigham, E.F: "**Financial Management Theory and Practice"**, Cengage Learning, New Delhi, 2013
6. RM Srivastava, Financial Management, Himalaya Publishing house, 4th edition

I YEAR II SEMESTER

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HUMAN RESOURCE MANAGEMENT

Course Objectives:

1: To acquaint students with a broad perspective on themes and issues of Human Resource Management
2: To familiarize the student with investment perspectives of HRM
3: To familiarize students with the concepts of career development, counseling and gain knowledge about current compensation trends
4: To gain knowledge about Wage determinants and welfare measures
5: To familiarize the students with industrial relations concepts, disputes and grievance mechanism, safety in the work places

Course Outcomes:

At the end of the Course, Student will be able to:
1: Cite evolution and emerging trends of HRM.
2: Critically analyze Investment and HRD concepts.
3: List different appraisal and Compensation system.
4: Evaluate incentive payment system and welfare measures given to employees.
5: Interpret industrial relations in organization.

UNIT -I

HRM: Concept, Nature, Scope- and Functions – evolution of HRM- Principles- Ethical Aspects of HRM- HR policies, Strategies to increase firm performance -Role and position of HR department – Strategic HR in changing environment –Emerging trends in HRM.

UNIT -II

Investment perspectives of HRM: HR Planning – Demand and Supply forecasting –Job Analysis- Job Design-Job Evaluation. Recruitment and Selection- sources of recruitment – e-recruitment. Steps in Selection Procedures- Tests and Interview Techniques-Induction-Training and development -Need and Importance-Methods and of training. Concept of HRD.

UNIT -III

Performance Appraisal: Importance – Methods – Traditional and Modern methods – Latest trends in performance appraisal - Career Development and Counseling- Compensation - Concepts and Principles- Influencing Factors- Current Trends in Compensation- Methods of Payments in detail - Incentives rewards compensation mechanisms.

UNIT -IV

Wage and Salary Administration: Concept- Wage Structure- Wage and Salary Policies- Legal Frame Work- Determinants of Payment of Wages- Wage Differentials - Incentive Payment Systems. Welfare management: Nature and concepts – statutory and non-statutory welfare measures.

UNIT-V

Managing Industrial Relations: Nature- Importance -Trade Unions - Employee Participation Schemes-Collective Bargaining – Grievances and disputes resolution mechanisms – Managing employee safety and health. Relevant cases have to be discussed in each unit and in examination case is compulsory from any unit.

References:

1. K Aswathappa: “Human Resource and Personnel Management”, Tata McGraw Hill,New Delhi, 2013.

2. N. Sambasiva Rao and Dr. Nirmal Kumar: “Human Resource Management andIndustrial Relations”, Himalaya Publishing House, Mumbai.

3. Mathis, Jackson, Tripathy: ”Human Resource Management: A South-Asin Perspective”, Cengage Learning, New Delhi, 2013.

4. Subba Rao P: “Personnel and Human Resource Management-Text and Cases”, Himalaya Publications, Mumbai, 2013.

5. Madhurima Lall, Sakina Qasim Zasidi: “Human Resource Management”, ExcelBooks, New Delhi,2010.

I Year II Semester

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OPERATIONS MANAGEMENT

Objectives:

This Course is designed to make student understand the strategic significance of Operation management, to acquaint them with application of discipline to deal with real life business problem.

UNIT I:

Introduction to Operation Management: Nature & Scope of Operation/ Production Management, Relationship with other functional areas, Recent trend in Operation Management, Manufacturing & Theory of Constraint, Types of Production System, Just in Time (JIT) & lean system.

UNIT II:

Product Design & Process Selection: Stages in Product Design process, Value Analysis, Facility location & Layout: Types, Characteristics, Advantages and Disadvantages, Work measurement, Job design.

Unit-III

Forecasting & Capacity Planning: Methods of Forecasting, Overview of Operation Planning, Aggregate Production Planning, Production strategies, Capacity Requirement Planning, MRP, Scheduling, Supply Chain Management, Purchase Management, Inventory Management

Unit- IV:

Productivity: Factors, Affecting Productivity – Job Design – Process Flow Charts – MethodsStudy – Work Measurement – Engineering and Behavioral Approaches.

UNIT V:

Quality Management: Quality- Definition, Dimension, Cost of Quality, Quality Circles- Continuous improvement (Kaizen), ISO (9000&14000 Series), Statistical Quality Control: Variable & Attribute, Process Control, Control Charts -Acceptance Sampling Operating Characteristic Curve (AQL , LTPD, Alpha & Beta risk), Total Quality Management (TQM).

Relevant cases have to be discussed in each unit and in examination case is compulsory from any unit.

References:

1. Krajewski & Ritzman (2004). Operation Management -Strategy and Analysis. PrenticeHall of India.
2. Panner Selvem, Production and Operation Management, Prentice Hall of India.
3. Chunnawals, Production & Operation Management Himalaya, Mumbai
4. Charry, S.N (2005). Production and Operation Management- Concepts, Methods Strategy. John Willy & Sons Asia Pvt Limited.
5. K Aswathappa & Sridhar Bhatt, Production & Operations Management, Himalaya, Mumbai.

I Year II Semester

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MARKETING MANAGEMENT

Objectives:

The Course is designed for the students to understand the Marketing concepts and toidentify, enrich and fulfill the needs of customers and markets.

UNIT 1

Introduction to Marketing: Needs-Wants-Demands-Products-Exchange-Transactions-Concept of Market and Marketing and Marketing Mix - Production Concept- Product Concept - Sales and Marketing Concept - Societal Marketing Concept - Green Marketing Concept - Indian Marketing Environment.

UNIT 2

Market Segmentation, Targeting and Positioning: Identification of Market Segments - Consumer and Institutional/corporate Clientele - Segmenting Consumer Markets - Segmentation Basis – Evaluation and Selection of Target Markets – Positioning significance - Developing and Communicating a Positioning Strategy.

UNIT 3

Product and Pricing Aspects: Product – Product Mix - Product Life cycle - Obsolescence- Pricing- Objectives of Pricing - Methods of Pricing - Selecting the Final price - Adopting price - Initiating the price cuts - Imitating price increases-Responding to Competitor's price changes.

UNIT 4

Marketing Communication: Communication Process – Communication Mix – Integrated Marketing Communication - Managing Advertising Sales Promotion – Public Relations and Direct Marketing- Sales Force-Determining Sales Force Size- Sales Force Compensation

UNIT 5

Distribution, Marketing Organization and Control: Channels of Distribution- Intensive, Selective and Exclusive Distribution- Organizing the Marketing Department – Marketing Implementation - Control of Marketing Performance Annual Plan Control - ProfitabilityControl - Efficiency Control - Strategic Control.

Relevant cases have to be discussed in each unit and in examination case is compulsoryfrom any unit.

References

1. Phillip Kotler: "**Marketing Management",** Pearson Publishers, New Delhi, 2013Rajan Saxena: "**Marketing Management**", Tata McGraw Hill, New Delhi, 2012.
2. V S Ramaswamy & S Namakumari, Marketing Management Global Perspective Indian Context 4th Edition, Mac Millan Publishers 2009.
3. Tapan K Panda: **"Marketing Management**", Excel Books, New Delhi, 201**2**
4. Paul Baines, Chris Fill, Kelly Page Adapted by Sinha K: "**Marketing**", Oxford University Press, Chennai, 2013

I Year II Semester

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RESEARCH METHODS FOR BUSINESS DECISIONS

Course Objective:

To develop understanding of the basic framework of research process. Developing the students in Research orientation and to acquaint them with fundamental of research methods

To identify various sources of information for literature review and data collection

To understand the data analysis and presentation

To understand various statistical tools and their applicability in research.

To enable them to write a research report and thesis.

Course Outcomes:

1 Understand advanced design, methodologies and analysis in business research methods, including key terms, classifications and systematic applications to the research data and design of a research project

2 Apply knowledge in collecting data from various sources.

3 Demonstrate knowledge in data analysis and interpretation.

4 Applying appropriate statistical techniques in the analysis of data

5 Demonstrate the abilities in preparing research reports.

UNIT 1

Introduction: Nature and Importance of Research, the role of Business Research, aims ofsocial research, Types of Research- Pure research vs. Applied research, Qualitative research Vs Quantitative research, Exploratory research, Descriptive research and Experimental research, ethical issues in business research, Defining Research Problem, Steps in research process

UNIT 2

Data Base: Discussion on primary data and secondary data, tools and techniques of collecting data. Methods of collecting data. Sampling design and sampling procedures. Random vs. Non-random sampling techniques, determination of sample size and an appropriate sampling design.Designing of Questionnaire – Measurement and Scaling – Nominal Scale – Ordinal Scale – Interval Scale – Ratio Scale – Guttmann Scale – LikertScale – Schematic Differential Scale.

UNIT 3

Survey Research and data analysis: Selection of an appropriate survey research design, the nature of field work and Field work management. Media used to communicate with Respondents, Personal Interviews, Telephone interviews, Self-administered Questionnaires- Editing – Coding – Classification of Data – Tables and Graphic Presentation –Preparationand Presentation of Research Report.

UNIT 4

Statistical Inference: Formulation of Hypothesis –Tests of Hypothesis - Introduction to Null hypothesis vs. alternative hypothesis, parametric vs. non-parametric tests, procedure for testing of hypothesis, tests of significance for small samples, application, t-test, Chi Square test.

UNIT 5

Multivariate Analysis: Nature of multivariate analysis, classifying multivariate techniques, analysis of dependence, analysis of interdependence. Bi-Variate analysis-tests of differences-t test for comparing two means and z-test for comparing two proportions and ANOVA for complex experimental designs.

Relevant cases have to be discussed in each unit and in examination case is compulsory from any unit.

References

1. C.R. Kothari: Research Methodology, methods and techniques, New Age International Publisher
2. Navdeep and Guptha : "**Statistical Techniques & Research Methodology**", KalyaniPublishers
3. Willam G.Zikmund, Adhkari: "***Business Research Methods***", Cengage Learning,New Delhi, 2013.
4. A.N. Sadhu, Amarjit singh, Research methodology in social sciences, 7th EditionHimalaya Publications.
5. A Bhujanga rao , Research methodology, Excel Books3,42008.

I Year II Semester

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BUSINESS ANALYTICS

Course Objectives:

- To understand the importance, difference and practices of analytics in business.
- Understand business communication through data-driven information,
- Apply knowledge and explain natural processes by relating them to a certain distribution of data
- To understand the data visualization tools, application and statistical methods.
- To learn the measure of variability in decision making.
- Evaluate and compare descriptive and predictive analytics with use case scenarios.

Unit I

Introduction to Data Analytics: Introduction to Data Analytics- Role of Data in organization, Data Lifestyle. (Data source, data changes, processes, usage) – Various Data types- Significance of Analytics, Role of Data analysts, Difference between data analytics and business analytics- real world data analytics examples

Unit II

Tools & Techniques: Typical Data Analysis Process - Data analytics techniques: Regression analysis, Factor analysis, Cohort analysis, Cluster analysis-Time-series analysis. Data analytics tools -Microsoft Excel, Tableau, SAS, Rapid Miner, Power BI.

Unit III Concepts of data cleaning - Data Visualization: Over view of Data visualization – Data Visualization tools, Statistical methods for summarizing data – How to create pivotal tables using excel - Exploring data using pivot table –Cross Tabulation _ Creating Charts:- 1.Scatter charts, 2.Line charts, 3. Bar charts and column, 4. Pie Charts and 3-D charts, 4. Bubble charts, - Effective use of Dashboards, Power BI and Tableau.

Unit IV Descriptive Analytics: Concept of Descriptive A_3n_5alytics –Measures of central Tendency –Measuring and calculation of Arithmetic Mean, Mode, Median - Calculation of application of Weighted Arithmetic Mean, Geometric and Harmonic mean using MS Excel- Measures of Variability-Range, Variance, Standard Deviation, Coefficient of Variation using MS Excel

Unit V Predictive Analytics: Karl Pearson Correlation Techniques - Spearman's Rank correlation -Simple and Multiple regression -Regression by the method of least squares – Building good regression models – Regression with categorical independent variables.

Suggested Readings:

1. R for Data Science: Import, Tidy, Transform, Visalize, and Model Data, Hadley Wickham & Garrett Grolemund O'REILLY.
2. Mohiuddin Ahmed, Al-Sakib Khan Pathan, Data Analytics: Concepts, Techniques,and Applications, Taylor & Francis Group, 2020
3. James Evans, Business Analytics, 2e, Pearson, 2017.
4. Camm, Cochran, Fry, Ohlmann, Anderson, Sweeney, Williams Essential of BusinessAnalytics, Cengage Learning, 2020.
5. Thomas Eri, Wajid Khattack & Paul Buhler: Big Data Fundamentals, Concepts, drVers and Techniques by Prentice Hall of India, New Delhi, 2015.
6. Akil Maheswari, Big Data, Upskill ahead by Tata McGraw Hill, New Delhi, 2016

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I Year II Semester

CROSS CULTURAL MANAGEMENT

Objective

The objective of this course is to enhance the ability of class members to inter ct effectively with people from cultures other than their own, specifically in the context of international business. The course is aimed at significantly improving the ability of practicing managers to be effective global managers.

Unit – I

Introduction – Concept of Culture for a Business Context; Brief wrap up of organizational culture & its dimensions; Cultural Background of business stakeholders [managers, employees, shareholders, suppliers, customers and others] – An analytical framework

Unit-II

Culture and Global Management – Global Business Scenario and Role of Culture. Framework for Analysis; Elements & Processes of Communication across Cultures; Communication Strategy for/ of an Indian MNC and Foreign MNC & High-Performance Winning Teams and Cultures; Culture Implications for Team Building.

Unit-III

Cross Culture – Negotiation & Decision Making – Process of Negotiation and Needed Skills & knowledge Base – Overview with two illustrations from multicultural contexts [India – Europe/ India – US settings, for instance]; International and Global Business Operations- Strategy Formulation & Implementation; Aligning Strategy, Structure & Culture in an organizational Context.

Unit-IV

Global Human Resources Management – Staffing and Training for Global Operations – Expatriate – Developing a Global Management Cadre. Motivating and Leading; Developing the values and behaviours necessary to build high-performance organization personnel [individuals and teams included] – Retention strategies.

Unit – V

Corporate Culture – The Nature of Organizational Cultures Diagnosing the As is Condition; Designing the Strategy for a Culture Change Building; Successful Implementation of Culture Change Phase; Measurement of ongoing Improvement.

References:

1. Cashby Franklin, Revitalize your corporate culture: PHI, Delhi.
2. Deresky Helen, International Management: Managing Across Borders and Cultures, PHI, Delhi
3. Esenn Drlarry, Rchildress John, The Secret of a Winning Culture: PHI, Delhi

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PROJECT MANAGEMENT

I Year II Semester

Objective:

The objective of this course is to enable the students to gain basic knowledge about the concept of project, project management, project life-cycle, project appraisal; to acquaint thestudents about various issues of project management.

1. To know the concept and element of the project
2. To understand various stages in project life cycles.
3. The objective of this course is to enable the students to gain basic knowledge about theconcept of project.
4. Project management, project life-cycle, project appraisal.
5. Acquaint the students about various issues of project management.

Outcomes:

1. Best practice for increase profit and cost advantage
2. Enhance ability to planed implement and control the projects.
3. It is a technical toll for managing project completion
4. To provide investment strategies the project proposals.
5. Strength and relevant behavioral and leadership capabilities

Unit I:

Basics of Project Management –Concept– Project environment – Types of Projects – Projectlife cycle – Project proposals – Monitoring project progress – Project appraisal and Project selection – Causes of delay in Project commissioning– Remedies to avoid overruns. Identification of Investment opportunities – Sources of new project ideas, preliminaryscreening of projects – Components for project feasibility studies.

Unit II:

Market feasibility -Market survey – Categories of Market survey – steps involved in conducting market survey – Demand forecasting techniques, sales projections, business environment for project management.

Unit III:

Technical and Legal feasibility: Production technology, materials and inputs, plant capacity, site selection, plant layout, Managerial Feasibility Project organization and responsibilities. Legalities – Basic legal provisions. Development of Programme Evaluation & Review Technique (PERT) –Construction of PERT (Project duration and valuation, slack and critical activities, critical path interpretation) – Critical Path Method (CPM)

Unit IV:

Financial Feasibility – Capital Expenditure – Criteria and Investment strategies – Capital Investment Appraisal Techniques (Non DCF and DCF) – Risk analysis – Cost and financial feasibility – Cost of project and means of financing — Estimation of cash flows – Estimation of Capital costs and operating costs; Revenue estimation – Income – Determinants – Forecasting income –Operational feasibility - Breakeven point – Economics of working.

Unit V:

Project Implementation and Review: Forms of project organization – project planning – project control – human aspects of project management – prerequisites for successful project implementation – project review – performance evaluation – abandonment analysis.

Relevant cases have to be discussed in each unit and in examination case is compulsory from any unit.

References:

1. Prasanna Chandra, "Projects, Planning, Analysis, Selection, Financing, Implementationand Review", Tata McGraw Hill Company Pvt. Ltd., New Delhi 1998.
2. Gido: Effective Project Management, 2e, Thomson, 2007.
3. Singh M.K, "Project Evaluation and Management".
4. Vasanth Desai, Project Management, 4th edition, Himalaya Publications 2018.
5. Clifford F Gray Eric W. Larson, "Project Management, the Managerial Emphasis", McGraw Hill, 2000.

I Year II Semester

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LEAN MANAGEMENT

Objective:

To understand issues and challenges in implementing and development in lean manufacturing techniques from TPS and its contribution for improving organizational performance.

Unit I

Introduction: Mass production system, Craft Production, Origin of Lean production system , Why Lean production , Lean revolution in Toyota , Systems and systems thinking , Basic image of lean production , Customer focus , Waste Management.

UNIT II

Just In Time: Why JIT , Basic Principles of JIT, JIT system, Kanban, Six Kanban rules, Expanded role of conveyance, Production leveling, Three types of Pull systems, Value stream mapping. JIDOKA, Development of Jidoka concept, Why Jidoka, Poka, Yoke systems, Inspection systems and zone control – Types and use of Poka-Yoke systems, Implementationof Jidoka

UNIT III

Kaizen: Six – Sigma philosophy and Methodologies ,QFD, FMEA Robust Design concepts; SPC, QC circles standardized work in lean system , Standards in the lean system, 5S system.

UNIT IV

Total Productive Maintenance: Why Standardized work, Elements of standardized work, Charts to define standardized work, Kaizen and Standardized work Common layouts.

UNIT V

Hoshin Planning & Lean Culture: Involvement, Activities supporting involvement, Quality circle activity, Kaizen training, Key factors of PKT success, Hoshin Planning System, Four Phases of Hoshin Planning, Why Lean culture – How lean culture feels.

References

1. Jeffrey Liker, The Toyota Way: Fourteen Management Principles from the World's Greatest Manufacturer, McGraw Hill, 2004.
2. Debashish Sarkar , Lessons in Lean Management,
3. Dale H., Besterfield , Carol, Besterfield, etal, Total Quality Management (TQM) 5eby Pearson 2018.

I Year II Semester

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DATA BASE MANAGEMENT SYSTEM

Objective:

The course is to present an introduction to database management systems, with an emphasis on how to organize, maintain and retrieve - efficiently, and effectively - information from a DBMS.

UNIT I

Introduction to Database Systems: Data - Database Applications - Evolution of Database - Need for Database Management – Data models - Database Architecture - Key Issues and Challenges in Database Systems.

UNIT II

ER and Relational Models: ER Models – ER to Relational Mapping –Object Relational Mapping - Relational Model Constraints - Keys - Dependencies - Relational Algebra -Normalization - First, Second, Third & Fourth Normal Forms - BCNF – Join Dependencies.

UNIT III

Data Definition and Querying: Basic DDL – Introduction to SQL – Data Constraints – Advanced SQL – Views – Triggers – Database Security – Embedded & Dynamic SQL

UNIT IV

Transactions and Concurrency: Introduction to Transactions - Transaction Systems - ACID Properties - System & Media Recovery - Need for Concurrency - Locking Protocols – SQLfor Concurrency – Log Based Recovery - Two Phase Commit Protocol - Recovery with SQL- Deadlocks & Managing Deadlocks.

UNIT V

Advanced Topics in Databases: Indexing & Hashing Techniques - Query Processing & Optimization - Sorting & Joins – Database Tuning - Introduction to Special Topics - Spatial& Temporal Databases – Data Mining and Warehousing.

Relevant cases have to be discussed in each unit and in examination case is compulsory from any unit.

REFERENCES:

1. Abraham Silberschatz, Henry F. Korth, S. Sudharshan, ―Database System Concepts¦,Sixth Edition, Tata McGraw Hill, 2010.
2. Ramez Elmasri, Shamkant B. Navathe, ―Fundamentals of Database Systems¦, SixthEdition, Pearson/Addison - Wesley, 2010.
3. C.J. Date, A. Kannan and S. Swamynathan, ―An Introduction to Database Systems¦,Pearson Education, Eighth Edition, 2006.
4. Raghu Ramakrishnan, ―Database Management Systems¦, Fourth Edition, McGraw Hill,2015.

I Year II Semester

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R-PROGRAMMING LAB

OBJECTIVE:

After taking the course, students will be able to

- Use R for statistical programming, computation, graphics, and modeling,
- Write functions and use R in an efficient way,
- Fit some basic types of statistical models
- Use R in their own research,
- Be able to expand their knowledge of R on their own.

OUTCOMES:

At the end of this course, students will be able to:

• List motivation for learning a programming language
• Access online resources for R and import new function packages into the R workspace
• Import, review, manipulate and summarize data-sets in R
• Explore data-sets to create testable hypotheses and identify appropriate statistical tests
• Perform appropriate statistical tests using R Create and edit visualizations with

SYLLABUS:

UNIT-I:

All the theory content here below shall be executed with examples.

Introduction, How to run R, R Sessions and Functions, Basic Math, Variables, Data Types,Vectors, Conclusion, Advanced Data Structures, Data Frames, Lists, Matrices, Arrays, Classes**.**

UNIT-II:

All the theory content here below shall be executed with examples.

R Programming Structures, Control Statements, Loops, - Looping Over Non vector Sets,- If- Else, Arithmetic and Boolean Operators and values, Default Values for Argument, Return Values, Deciding Whether to explicitly call return- Returning Complex Objects, Functions are Objective, No Pointers in R, Recursion, A Quicksort Implementation-Extended Extended Example: A Binary Search Tree.

UNIT-III:

All the theory content here below shall be executed with examples.

Doing Math and Simulation in R, Math Function, Extended Example Calculating Probability - Cumulative Sums and Products-Minima and Maxima- Calculus, Functions Fir Statistical Distribution, Sorting, Linear Algebra Operation on Vectors and Matrices,

Extended Example: Vector cross Product- Extended Example: Finding Stationary Distribution of Markov Chains, Set Operation, Input /out put, Accessing the Keyboard and Monitor, Reading and writer Files,

UNIT-IV:

All the theory content here below shall be executed with examples.

Graphics, Creating Graphs, The Workhorse of R Base Graphics, the plot() Function – Customizing Graphs, Saving Graphs to Files.

UNIT-V:

All the theory content here below shall be executed with examples.

Probability Distributions, Normal Distribution- Binomial Distribution- Poisson Distributions Other Distribution, Basic Statistics, Correlation and Covariance, T-Tests,- ANOVA.

REFERENCE BOOKS:

1) The Art of R Programming, Norman Matloff, Cengage Learning
2) R for Everyone, Lander, Pearson
3) R Cookbook, PaulTeetor, Oreilly
4) R Programming By Dr.T. Murali Mohan , S.Chand Publications.
5) Garrett Grolemund, Hands on Programming with R, Oreilly

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I Year II Semester

IT LAB (SPREAD SHEETS AND SQL)

UNIT- 1

Introduction to Information Technology, Classification of Software - Basics of MS Word and Basics of MS PowerPoint.

UNIT –II

The MS Excel interface, Formatting Cells, Data Entry- Inserting, Deleting, Selecting, Copying, Cutting, and Pasting. Methods of applying Formulas. Basic calculations.

UNIT- III

Conditional Formatting, Cell References & addressing, Conditional functions, IF functions, -Look up functions, Sorting & Filtering Data.

UNIT- IV

Demonstrating Statistical Functions and Financial functions in excel, Different types of Charts preparation and representation.

UNIT- V

Introduction to SQL – SQL commands, Data types, Creating Tables. SQL constraints. Functional queries.

Reference:

1) Excel: Quick Start Guide from Beginner to Expert (Excel, Microsoft Office)-by William Fischer
2) Peeking into computer science- Excel Lab Manual- Jalal Kawash
3) SQL Tutorial (w3schools.com)

I Year II Semester

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ENTREPRENEUR PROJECT