

Centre for Management Studies

Subject offered by the Department

S. N.	Paper Code	Subject	Prerequisite subject	L	T	P	Credits
1.	MBA-01	Industrial Management	-	2	1	0	3
2.	MBA-02	Engineering and Managerial Economics	-	2	1	0	3
3.	MBA-03	Public Administration	-	3	1	0	4
4.	MBA-113	Management Information System	-	2	1	0	3
5.	MBA-HR6	Knowledge Management	-	2	1	0	3

SYLLABI

MBA-01 INDUSTRIAL MANAGEMENT

Course category : Management (M)

Pre-requisite Subject : NIL

Contact hours/week : Lecture : 2, Tutorial : 1 , Practical: 0

Number of Credits : 3

Course Assessment methods : Continuous assessment through tutorials, attendance, home assignments, quizzes and Three Minor tests and One Major Theory Examination

Course Outcomes : The students are expected to be able to demonstrate the following knowledge, skills and attitudes after completing this course

1. Student will become efficient and acquire acumen of more profitable business practices
2. Students will understand importance of better customer service and product quality
3. Able to make work safer, faster, easier, and more rewarding
4. Able to help industry in production of more products which possess all utility factors
5. Making the world safer through better designed products and processes
6. Reducing costs associated with new technologies

Topics Covered

UNIT-I

Introduction: Management and Industrial Engineering and relation with other fields, Management concepts. **Plant Location and Layout:** General considerations, Types of Layout, Cellular Manufacturing.

UNIT-II

Work Analysis and Measurement: Design of work methods, Time and motion study, Work sampling, Selection of labour and wage payment, Incentive and motivation.

Functional Management: Sources of finance, Balance sheet and Income statement, Different element of costs, Depreciation, Break-even analysis, Economic appraisal of projects.

UNIT-III

Production Planning and Control: Methodology, Aggregate Planning, Scheduling, Line of Balancing. **Quality Control:** Concepts of quality, Acceptance sampling, Control Charts, Total

Quality Management.

UNIT-IV

Material Management: Inventory management, Deterministic and probabilistic models of Inventory control, Material requirements Planning, JIT, ERP, SCM Business process reengineering. 6

Project Management: CPM and PERT, Cost consideration and Crashing

Books & References

1. Joel Dean. Managerial Economics, PHI Ltd., New Delhi.
2. P. Crowson. Economics for Managers, Macmillan, London.
3. Prasanna Chandra.. Financial Management, TMH Pvt. Ltd., New Delhi.

MBA-02 ENGINEERING AND MANEGERIAL ECONOMICS

Course category : Management (M)

Pre-requisite Subject : NIL

Contact hours/week : Lecture : 2, Tutorial : 1 , Practical: 0

Number of Credits : 3

Course Assessment methods : Continuous assessment through tutorials, attendance, home assignments, quizzes and Three Minor tests and One Major Theory Examination

Course Outcomes : The students are expected to be able to demonstrate the following knowledge, skills and attitudes after completing this course

1. Students will acquire basic knowledge in Engineering & managerial economics, which allows students to gain theoretical and empirical skill of economics.
2. To make Engineering students prepared for economic empowerment so that they could manage their wealth, help them in starting their own business or during managerial period.
3. Students will develop Interdisciplinary skills which can help them to thrive in the life-long changing environment in various fields of Industry of Economics.
4. Students will acquire practical knowledge of economics, the kind of markets, cost theory, various issues of demand and other major economic concepts.
5. Able to explain succinctly the meaning and definition of managerial economics; elucidate on the characteristics and scope of managerial economics.
6. Able to describe the techniques of managerial economics.
7. Able to explain the applications of managerial economics in various aspects.
8. To learn about the management and economics of the industrial environment

Topics Covered

UNIT-I

Introduction: Meaning, Nature and Scope of micro Economics, Macro Economics and Managerial Economics, Decision making Process with reference to Managerial economics, Managerial Economics and its application in engineering perspective, 6

UNIT-II

Concepts of Demand and Supply: Demand Analysis, Law of Demand, Determinants of Demand, Elasticity of Demand: Price, Income and cross Elasticity. Uses of concept of elasticity of demand in managerial decision 6

Demand Forecasting: Meaning, significance and methods of demand forecasting,
Law of Supply, Determinants and Elasticity of supply

UNIT-III

Production function, Laws of returns to scale & Law of Diminishing returns scale. 6

Overview of cost: fixed cost, variable cost, average cost, marginal cost, Opportunity cost, An overview of Short and Long run cost curves

Profit analysis and concept of profit, Theories of Profits

UNIT-IV

Market Structure: Perfect Competition, Imperfect competition – Monopolistic, Oligopoly, duopoly 6
sorbent features of price determination and various market conditions.

National Income: Concept and Measurement of National Income. Inflation: Meaning, Types, causes & prevention methods, Business Cycles and Phases

Books & References

1. Mote, Paul and Gupta, Managerial Economics, T M H, New Delhi.
2. H L Ahuja, Managerial Economics, S Chand & Co. New Delhi
3. P.L. Mehta, Managerial Economics, Analysis, Problems and Cases, Sultan Chand Sons, New Delhi.
4. Prof. D.N. Kakkar , Managerial Economics for Engineering, PHI publication, New Delhi
5. Varshney and Maheshwari, Managerial Economics, Sultan Chand and Sons, New Delhi.

MBA-03 PUBLIC ADMINISTRATION

Course category : Management (M)

Pre-requisite Subject : NIL

Contact hours/week : Lecture : 3, Tutorial : 1 , Practical: 0

Number of Credits : 4

Course Assessment methods : Continuous assessment through tutorials, attendance, home assignments, quizzes and Three Minor tests and One Major Theory Examination

Course Outcomes : The students are expected to be able to demonstrate the following knowledge, skills and attitudes after completing this course

1. The students will be able to know the scope, significance and methodology of public administration.
2. Able to understand public corporation, board, administrative set up in India, administrative decentralization and coordination.
3. Understands the objectives, recruitment, training, terms of employment of personnel administration, financial organization and its administration, and parliamentary control over the financial management.
4. Understands the accountability and judicial control over public administration, administrative aspects for rural and urban administration in India.

Topics Covered

UNIT-I

Nature, scope and the significance of the study of Public Administration. Public Administration 9
and other Social Sciences. Methodology, Politic-Socioeconomic- Development and Public Administration. Role of Chief Executive Union Cabinet and Co-ordination of Public

Administration..

UNIT-II

Forms of Organisation department, Public Corporation, Commission and Board, Administrative Organisation in India Direction, Communication, Decentralisation, Deconcentration Co-ordination. Methods, Role of O and M Units in an Organisation. Public Relations. 9

UNIT-III

Objectives of Personnel Administration; aspects of Personnel Administration Recruitment Public Service Commission, Training, Terms of Employment, Moral Discipline. Financial Administration, Financial Organisation, Budgetary Operations and Control: Audit; Parliamentary Control over Financial Management. Delegated Legislation; Administrative Tribunals. 9

UNIT-IV

Accountability of Public Administration to Legislature, Public Administration, Political Parties, Pressure Groups and the People. Judicial Control over Public Administration. National Planning in India, Planning Organisation; Administration of Development Programmes. Administrative aspects of Indian Federalism. Local Self-Government and Administration-Rural and Urban in India. 9

Books & References

1. Avasthi A. 1980. Central Administration: Tata McGraw Hill: New Delhi.
2. Chanda Ashok: 1967. Indian Administration: Allen and Unwin: London.
3. Jain, R. B., 1976. Contemporary Issues in Indian Administration, Vishal Publications: New Delhi.
4. Johari, J.C., 1977. Indian Government and Politics : Vishal Publications: Delhi.
5. Khera, S.S. 1975. The Central Executive: Orient Longman: New Delhi.
6. Maheshwari, S.R., 1984. Indian Administration.
7. Muttalib, M.A. 1967. Union Public Service Commission, I.I.P.A.: New Delhi.
8. Prasad, Bishwanath 1968. The Indian Administrative Service; S. Chand and Company: Delhi.
9. Puri, K.K., 2006, Indian Administration, Bharat Prakashan, Jalandhar.
10. Singh Hoshiar and Singh Mohinder, 1989. Public Administration in India: Theory and Practice; Sterling Publishers Private Ltd., New Delhi.
11. Subramaniam, Malathi, 1987, Management of Public Administration, Deputy Publications: Delhi.
12. Subramaniam, V. 1971. Social Background of India's Administrators, Publication Division, Government of India: New Delhi

MBA-113 MANAGEMENT INFORMATION SYSTEM

Course category	: Management (M)
Pre-requisite Subject	: NIL
Contact hours/week	: Lecture : 2, Tutorial : 1 , Practical: 0
Number of Credits	: 3
Course Assessment methods	: Continuous assessment through tutorials, attendance, home assignments, quizzes and Three Minor tests and One Major Theory Examination
Course Outcomes	: The students are expected to be able to demonstrate the following knowledge, skills and attitudes after completing this course

1. Understands the concept, its development and management supports for the Management Information System
2. Ability to define needs and dimensions of MIS, steps for short and long range plans and

budget for MIS

3. Analyses the elements and data sources, constraints and develops formats and documents of MIS
4. Develops methods, planning for implementation and process of evaluation of MIS

Topics Covered

UNIT-I

Meaning and role of Management Information System, Development of Management Information system, Organisation for Management Information System, Systems and user training; Top Management Support for Management Information System 6

UNIT-II

Meaning, needs and dimension of Management information system Plan, Strategic Planning for Management Information System, Step in Planning; Information System; Steps in Planning Information needs for short and long-range plans budgeting for management information system 6

UNIT-III

Information elements and data sources; constraints in Management Information System design, Information flow charts; Documentation and Formats in Management Information System, Alternative Approaches to Design. 6

UNIT-IV

Methods and tasks in implementation, Planning for implementation, Behavioural implications in Management Information System, Approaches and process of evaluation of Management Information System. Case Study 6

Books & References

1. Brein James, Computer in Business Management An Introduction
2. Murdick, Robert G, Information System for Modern Management
3. Contar Jesome, Management Information System
4. Bentley Trevoi, Management Information System and Data Process
5. Davis Gozdam B. & Dason, Modern Information System
6. Jawedekar W.S., Management Information System
7. Schulthesis, Management Information System.

MBA-HR6 KNOWLEDGE MANAGEMENT

Course category : Management (M)

Pre-requisite Subject : NIL

Contact hours/week : Lecture : 2, Tutorial : 1 , Practical: 0

Number of Credits : 3

Course Assessment methods : Continuous assessment through tutorials, attendance, home assignments, quizzes and Three Minor tests and One Major Theory Examination

Course Outcomes : The students are expected to be able to demonstrate the following knowledge, skills and attitudes after completing this course

1. The students will be able to understand the characteristics, components and concept of knowledge economy and its management.
2. Understand need of knowledge organization, knowledge management process cycle, strategy and its development.

3. The ability to understand knowledge management system through IT, to face the future challenges of knowledge management for grooming the career,
4. Improves the overall performance by promoting the learning efficiency, innovation, competitive challenges, creation, dissemination and utilization of knowledge management.

Topics Covered

UNIT-I

Knowledge Economy-Concept of Knowledge; the Data-Information-Knowledge-Wisdom Relationship (Knowledge Hierarchy); Organizational Knowledge; Characteristics of Organizational Knowledge; Components of Organizational Knowledge (Tacit vs. Explicit Knowledge) Transformation of an Enterprise through Knowledge Management-Concept of Knowledge Management; Characteristics of Knowledge Management

UNIT-II

Creating Knowledge Management System in Organizations-Need for a Knowledge Management System; the Knowledge Management Process Framework; Knowledge Management Process; Knowledge Life Cycle

The Knowledge Organization-Knowledge Organization; Characteristics of Knowledge Organization; Knowledge Management and Organizational Learning; Knowledge Management Strategy and its Development; the Knowledge Managers

UNIT-III

Enabling Knowledge Management through Information Technology-Role of Information Technology in Creating Knowledge-Management Systems

Organizational Culture for Knowledge Management-Need for Organizational Culture for Knowledge Management; Ways to Develop Knowledge-Sharing Culture

UNIT-IV

Looking Ahead: Future of Knowledge Management-Challenges to Knowledge Management; Future of Knowledge Management

Books & References

1. Amrit Tiwana - The Knowledge Management Toolkit : Orchestrating IT, Strategy, and Knowledge Platforms, Pearson Education Limited
2. Edited; D. Morey, M. Maybury and B. Thuraisingham- Knowledge Management: Classic and Contemporary Works, Universities Press (India) Limited.
3. Edited; R. Gogula- Knowledge Management–A New Dawn, The Institute of Chartered Financial Analysis of India (ICFAI) Press
4. Elias M. Awad, Hassan M. Ghaziri-Knowledge Management, Pearson Education Limited
5. G. Natrajan & S. Shekhar - Knowledge Management: Enabling Business Growth, Tata McGraw-Hill Publishing Company Limited, New Delhi.