

MANGALAYATAN UNIVERSITY, ALIGARH

**DIRECTORATE OF DISTANCE AND ONLINE
EDUCATION**



Registrar
Mangalayatan University
Beswan, Aligarh

PROGRAMME PROJECT REPORT

BACHELOR OF COMMERCE

(B. Com.)

2023-24

Introduction

The B.Com. degree is one of the most sought bachelor degree the programs after 12th. It includes complete knowledge of finance and management. The B.Com degree has been started to provide sound knowledge for producing the sound financial and management professionals. B.Com is one of the most job provider educational degree course in India and abroad, there are various multinational industries, which are offering jobs to various commerce graduates.

The best part of the program is that the student of all stream” in 12th standard can get admission in the B.Com. The program. B.Com. degree allows the candidates to enter in the field of Banking, Finance and Management. This degree enable the students with various aspects that are necessary for effective financial management and essential for entrepreneurs and business analyst. Bachelor in Commerce also gives students a platform for pursuing courses like MBA, M.Com. To do well in this field, students must possess leadership qualities, decision making skills, good oral and written communication skills. Partial ICT supported teaching learning practices shall be adopted to ensure parity in terms of academic rigor and quality of instructions.

A. Programme’s Mission and Objectives

Mission

The mission of the program is to provide a nurtured knowledge that will lead to fulfil the aspirations of Trade, Industry, Commerce and the Individual. To create an atmosphere of effective learning in commerce, generate a spirit of questioning, enquiry, induce healthy challenges and competitiveness, feel of complete accomplishment and instill self-confidence.

Objectives

1. To impart knowledge in advanced concepts and applications in various fields of commerce.
2. To provide the students the avenues of studies in parallel professional courses in commerce discipline.
3. To equip the students to occupy the important positions in business, industries and related organizations.
4. To make the learners to understand the purpose and use of commerce subjects.

B. Relevance of the Program with HEI’s Mission and Goals

The vision and mission of HEI, Mangalayatan University, Aligarh are:

Vision

To be an institution where the most formative years of a young mind are spent in the guided pursuit of excellence while developing a spirit of inquisitive questioning, an ability to excel in the pressure of a fast-changing professional world and desire to grow into a personality than a person in an environment that fosters strong moral and ethical values, teamwork, community service and environment consciousness.

Mission

- To be the enablers of the confluence of academic rigor and professional practicality.
- To bring global best practices to students through widespread use of technology.
- To empower our faculty to constantly develop new skills and excel professionally.
- To provide the best campus environment to the students and faculty with all facilities to nurture their interest.

B.Com. program of the University strives to realize its vision and mission by rectifying student centric issues on priority and also to empower local community with the help of various social clubs running in University like NSS, Kadam and Alumni association. The University Promotes Multidisciplinary and Allied research in various fields that supports and harnesses joyful learning environment. The goals of ODL program is to provide educational facilities to all qualified and

willing persons who are unable to join regular courses due to personal or professional reasons. There are many potential learners who cannot afford to join regular courses due to professional responsibilities and personal commitments. For such cases distance B.Com. can be helpful in increasing knowledge base and skill up gradation.

The program aims to provide alternative path to wider potential learners who are in need of refresher courses to update their skills.

C. Nature of Prospective Target Group of Learners

Distance Education at Mangalayatan University (MU) shall target the working professional's executives as well as those who cannot attend a full-time program due to constraints. The candidates desirous of taking admission in B.Com. program shall have to meet the eligibility norms as follows-

- 1. To obtain admission in B.Com. program offered through ODL mode, the learner must have completed 10+2 in any stream.*
- 2. The learner must have pass at 10+2 examination.*

The ODL- B.Com. program offered by Mangalayatan University caters the needs of diverse groups of undergraduate learners from all disciplines located in diverse regions and social structures such as learners from a low level of disposable income, rural dwellers, women and minorities who have little access to formal institutions of higher learning.

D. Appropriateness of Programme to be conducted in ODL mode to acquire specific skills and competence

The University has identified the following program outcomes and program specific outcomes as acquisition of specific skills and competence for B.Com. Program.

1. Programme Outcomes (PO's)

PO1.Knowledge: Take informed actions after identifying the assumptions that frame our thinking and actions, checking out the degree to which these assumptions are accurate and valid, and looking at our ideas and decisions (intellectual, organizational, and personal) from different perspectives.

PO2.Effective Communication: Speak, read, write and listen clearly in person and through electronic media in English and in one Indian language, and make meaning of the world by connecting people, ideas, books, media and technology.

PO3.Social Interaction: Elicit views of others, mediate disagreements and help reach conclusions in group settings.

PO4. Effective Citizenship: Demonstrate empathetic social concern and equity centered national development, and the ability to act with an informed awareness of issues and participate in civic life through volunteering.

PO5. Ethics: Recognize different value systems including your own, understand the moral dimensions of your decisions, and accept responsibility for them.

PO6. Environment and Sustainability: Understand the issues of environmental contexts and sustainable development.

PO7. **Self-directed and Life-long Learning:** Acquire the ability to engage in independent and life-long learning in the broadest context socio-technological changes.

2. Programme Specific Outcomes

PSO 1. To understand the basic concepts of the commerce, management, accounting & economics.

PSO 2. To analyse relationship among commerce, trade industry, services, management and administration.

PSO 3. To understand rules and regulations of taxation, banking and insurance sector.

The University has managed care to introduce B.Com. Program taking into consideration, 1, and 2, to maintain the quality and to face the competition at the National/International level.

E. Instructional Design

The program is divided into six semesters and minimum credit requirement is 120 to get B.Com. degree through ODL mode from Mangalayatan University. Minimum time period for acquiring B.Com. degree will be three years and maximum time (extended) period is six years.

Evaluation Scheme

Semester-I						
S.N.	Course Code	Course Name	Credit	Continuous Assessment Marks	Term End Exam Marks	Grand Total
				Max.Marks	Max.Marks	
1	ENO-1100	English Communication	4	30	70	100
2	BCO-1101	Business Organization and Management	4	30	70	100
3	BCO-1102	Principles of Marketing	4	30	70	100
4	BCO-1103	Financial Accounting	4	30	70	100
5	BCO-1104	Principles of Micro Economics	4	30	70	100
Total			20	150	350	500
Semester-II						
S.N.	Course Code	Course Name	Credit	Continuous Assessment Marks	Term End Exam Marks	Grand Total
				Max.Marks	Max.Marks	
1	ABO-1200	Environmental Science	4	30	70	100
2	BCO-1201	Cost Accounting	4	30	70	100
3	BCO-1202	Business Law	4	30	70	100
4	BCO-1203	Business Statistics	4	30	70	100

5	BCO-1204	Human Resource Management	4	30	70	100
Total			20	150	350	500
Semester-III						
S.N.	Course Code	Course Name	Credit	Continuous Assessment Marks	Term End Exam Marks	Grand Total
				Max.Marks	Max.Marks	
1	BCO-2101	Company Law	4	30	70	100
2	BCO-2102	Banking and Insurance	4	30	70	100
3	BCO-2103	Business Math	4	30	70	100
4	BCO-2104	Business Communication	4	30	70	100
5	BSO-2100	Introduction to Computer Application	4	30	70	100
Total			20	150	350	500
Semester-IV						
S.N.	Course Code	Course Name	Credit	Continuous Assessment Marks	Term End Exam Marks	Grand Total
				Max.Marks	Max.Marks	
1	BCO-2201	Corporate Accounting	4	30	70	100
2	BCO-2202	International Business	4	30	70	100
3	BCO-2203	Research Methodology	4	30	70	100
4	BCO-2204	Commodity and Stock Market	4	30	70	100
5	BSO-2200	Entrepreneurship for Small Business	4	30	70	100
Total			20	150	350	500
Semester-V						
S.N.	Course Code	Course Name	Credit	Continuous Assessment Marks	Term End Exam Marks	Grand Total
				Max.Marks	Max.Marks	
1	BCO-3101	Income Tax Law and Accounts	4	30	70	100
2	BCO-3102	Auditing	4	30	70	100
3	BCO-3103	Public Finance	4	30	70	100
4	BCO-3104	Working Capital Management	4	30	70	100
5	BSO-3300	Personal Selling and Salesmanship	4	30	70	100
Total			20	150	350	500

Semester-VI						
S.N.	Course Code	Course Name	Credit	Continuous Assessment Marks	Term End Exam Marks	Grand Total
				Max.Marks	Max.Marks	
1	BCO-3201	Management Accounting	4	30	70	100
2	BCO-3202	Goods and Services Tax	4	30	70	100
3	BCO-3203	Indian Economy	4	30	70	100
4	BSO-3400	Personality Development and Communication Skills	4	30	70	100
5	BDO-3200	Dissertation	4	0	100	100
Total			20	120	380	500

MOOCS

The University shall give flexibility in opting for MOOC (Massive Online Open Courses) by the students pertaining to the prescribed curriculum and also the credits earned in the MOOC courses may be dealt as part of the evaluation scheme as per UGC (Open and Distance Learning Programmes and Online Programmes) Regulations, 2020.

Syllabi and Course Materials

Syllabi, PPR and self-learning materials are developed mostly by experienced faculty members of Mangalayatan University in consultation with contents experts and the same will be forwarded to CIQA and BoS/Academic Council/ Executive Council for further suggestions and approval.

Semester I

Course Name: English Communication

Course Code: ENO-1100

Credits: 4

Course Objective:

The purpose of commencing English communication skills course is to develop in students fundamental communication skills being integral to personal, social and professional interactions. One of the significant associations among human beings is the ability to share thoughts, emotions and ideas through various means of communication: both verbal and non- verbal. The course also focuses on enhancing the ability to handle casual and formed satiations in terms of personal and intellectual grooming.

Course Learning Outcomes: After completing the course, the student shall be able to:

S. No.	Course Outcomes (COs)	Cognitive Level
1.	Define Communication	Remember
2.	Differentiate between General and Professional communication	Understand
3.	Use verbal and non-verbal communication	Apply
4.	Speak effectively with correct pronunciation	Apply

Block I: Self Introduction

Unit 1: introducing self

Unit 2: speaking about achievements

Unit 3: voicing future aspects

Block II: Communication

Unit 4: Non verbal Communication

Unit 5: Body Language

Unit 6: Paralanguage skills

Block III: Manners and Etiquettes

Unit 7: Personal grooming, Dress code

Unit 8: Telephone etiquettes

Unit 9: Intellectual grooming

Block IV: Conversation in Real Life Situations

Unit 10: Meeting people, traveling

Unit 11: Visiting Places

Unit 12: Shopping

Block V: Public Speaking Skills

Unit 13: Extempore

Unit 14: Role Play

Unit 15: Group Discussions

Books Recommended:

1. An introduction to Professional English and Soft Skills by B. K. Das et al., Cambridge University Press

2. Technical Communication: Principles and Practice, Second Edition by Meenakshi Raman and Sangeeta Sharma, Oxford Publications.
3. Effective Technical Communication by M Ashraf Rizvi, The McGraw-Hill companies.
4. Understanding Body Language by Alan Pease.

Course Name: Business Organization and Management

Course Code: BCO-1101

Credits: 4

Course Objective:

The course aims at providing a basic knowledge to the student about the organization and management of a business enterprise.

Course Outcomes: After completing the course, the student shall be able to:

Course Outcome	cognitive level
CO1: Demonstrate dynamics of business organization and management practices.	Understand
CO2: Explain varied perspectives related to business environment and entrepreneurship.	Understand
CO3: Analyze how organizations adapt to an uncertain environment and decipher decision making techniques managers use to influence and control the internal environment.	Analyze
CO4: Analyze the relationship amongst functions of management.	Analyze
CO5: Compare the change in working pattern of modern organizations.	Understand

Block I: Business Nature

Unit 1: Economic and Non-economic Activities, Spectrum of Business Activities, Features of the Modern Business

Unit 2: Scope of business - Industry (Manufacturing Sector), Commerce (Service Sector) and Trade, 'Make in India' Movement, Social responsibility and ethics.

Unit 3: Emerging opportunities in business; Franchising, Outsourcing, and E-commerce.

Block II: Management

Unit 4: Concept, Nature & Aspects of Management, Taylors Scientific Management Theory,

Unit 5: Henri Fayol Classical Organization Theory (management process theory),

Unit 6: Weber's Bureaucracy Theory,

Block III: Fundamentals of Management

Unit 7: Planning process and type – Decision Making process and type, Approaches to Decision-Making, Techniques of Decision-Making.

Unit 8: Organizing – Basic considerations. Departmentation – functional, project, matrix and network. Centralization and decentralization.

Unit 9: Dynamics of groups-Formation.

Block IV: Leadership and Motivation

Unit 10: Leadership: Concept, Managerial Grid, Situational Leadership.

Unit 11: Motivation: Concept and Theories

Unit 12: Maslow, Herzberg, McGregor and Ouchi theories.

Block V: Change Management

Unit 13: Resistance to change and strategies to manage change, Conflict levels, causes and resolution.

Unit 14: Functional and Dysfunctional aspects of conflict.

Unit 15: Conceptual Framework of Marketing Management, Financial Management, and Human Resource Management.

Text Books

1. TN Chhabra, Management Concepts and Practice, Dhanpat Rai & Co. (Pvt. Ltd.), New Delhi, 2018.
2. Gupta R.N - Principles & Practice of Management – S. Chand, 2015.

Course Name: Principles of Marketing

Course Code: BCO-1102

Credits: 4

Course Objective:

This course aims to familiarize students with the marketing function in organizations. It will equip the students with understanding of the Marketing Mix elements and sensitize them to certain emerging issues in Marketing. The course will use and focus on Indian experiences, approaches and cases.

Course Learning Outcomes: After completing the course, the student shall be able to:

Course Outcome	cognitive level
CO1: Learn the basic concepts and principles of marketing and to develop their conceptual skill to be able to manage marketing operations of a business firm.	Understand

CO2: Describe the concept of segmentation and targeting.	Understand
CO3: Demonstrate the complexities involved in various different ion and positioning decisions	Understand
CO4: Take effective decisions for launching new products and to understand the implications of different pricing strategies.	Apply
CO5: Develop the skills to design the promotion-mix strategies	Apply

Block I: Introduction of Marketing

Unit 1: Introduction to Marketing: Definition of Marketing, Entities that can be marketed

Unit 2: Marketing from an organization's viewpoint

Unit 3: Types of markets, Difference between marketing and selling

Block II: Segmentation and Targeting

Unit 4: Concept of segmentation:

Unit 5: Bases for segmentation

Unit 6: Targeting, Targeting strategies

Block III: Differentiation and Positioning

Unit 7: Introduction to Differentiation and Positioning

Unit 8: Differentiated, Undifferentiated and Niche marketing

Unit 9: Differentiation parameters, Competition, Positioning

Block IV: Marketing Strategy – I: Product and Price

Unit 10: Meaning and levels of product: Product classification

Unit 11: Product mix concept, Brand and brand decisions

Unit 12: Introduction to Pricing, Pricing decisions

Block V: Marketing Strategy – II: Place and Promotion

Unit 13: Introduction to Distribution: Distribution channels

Unit 14: Channel design and management, Introduction to Promotion, Promotional vehicles,

Unit 15: Product life cycle

Books Recommended/Suggested Readings:

1. Etzel, M. J., Walker, B. J., Stanton, W. J., & Pandit, A. (2010). Marketing (14th ed.). McGraw Hill.
2. Kapoor, Neeru. Principles of Marketing PHI.
3. Kotler, P., Armstrong, G. and Agnihotri, P. (2018). Principles of Marketing (17th edition) Pearson Education. Indian edition.

Course Name: Financial Accounting

Course Code: BCO-1103

Credits: 4

Course Objective:

The objective of this subject is to acquaint students with the accounting concepts, tools and techniques influencing business organizations.

Course Outcomes: After completing the course, the student shall be able to:

Course Outcome	cognitive level
CO1: Define theoretical framework of accounting.	Remember
CO2: Explain accounting process and develop the skill of preparation of final accounts.	Understand
CO3: Develop understanding of accounting for hire purchase transactions and determine depreciation.	Apply
CO4: Illustrate branch and departmental accounting	Understand
CO5: Develop the skill of preparation of Royalty Accounts.	Apply

Block I: Introduction

Unit 1: Conceptual Framework: Book keeping, Accounting & Accountancy, objectives, functions, advantage, limitations,

Unit 2: Accounting principle, Concepts and Conventions, Accounting Equations,

Unit 3: Introduction to Accounting Standards and Indian Accounting Standards (AS & Ind. AS).

Block II: Accounting Process

Unit 4: Journal, ledger, Cash Book, Trial Balance,

Unit 5: Preparation of Financial Statements of a profit making sole proprietorship trading firm with additional information

Unit 6: Preparation of Final Accounts

Block III: Depreciation and Hire Purchase Accounting

Unit 7: Accounting for Plant Property and Equipment

Unit 8: Depreciation: Meaning of Depreciation, Objective and Methods of depreciation (Straight line, Diminishing Balance), Change of Method. (Relevant accounting Standards as applicable)

Unit 9: Hire Purchase Accounting: Calculation of Interest, Partial and Full Repossession, profit Computation (Stock & Debtors System only), Accounting for Installment System (Simple practical problems),

Block IV: Special Types of Accounting

Unit 10: Accounting for Branches (excluding foreign branches): Dependent branches ('Debtors system' and 'Stock & debtors System') and overview of Independent branches.

Departmental Accounting: Concept, Type of departments, Basis of allocation of departmental expenses

Unit 11: Methods of departmental accounting (Relevant accounting Standards as applicable)

Block V: Royalties Accounts

Unit 12: Royalty account, Minimum Rent,

Unit 13: Computation and recovery of Short working in the books of Land lord etc.

Unit 14: Practical questions

Books Recommended/Suggested Readings:

1. Goyal, Bhushan Kumar and H.N. Tiwari, Financial Accounting, Taxmann
2. Kumar, Alok. Financial Accounting, Singhal Publication.
3. Lt Bhupinder. Financial Accounting – Concepts and Applications, Cengage

Course Name: Principles of Micro Economics

Course Code: BCO-1104

Credits: 4

Course Objective:

- To promote the ability to understand the basic concepts of Economics
- To give students the capacity to make relevance of economics in business decisions
- To help them be equipped with economic tools for consumer decision making and business analysis.

Course Outcomes: After completing the course, the student shall be able to

Course Outcome	cognitive level
CO1: Define Basic Concepts and Principles of micro economics.	Remember
CO2: Explain the mechanics of supply and demand in allocating goods and services and resources	Understand
CO3: Compare the choices made by a rational consumer	Understand
CO4: Identify relationships between production and costs	Apply
CO5: Demonstrate key characteristics and consequences of different forms of markets	Understand

Block I: Introduction to Economics

Unit 1: Nature and Characteristics and Scope

Unit 2: Relationship with other disciplines, Concept of Utility

Unit 3: Law of Diminishing Marginal Utility. Concept of Consumer Surplus

Block II: Demand, Supply and Market Equilibrium

Unit 4: Individual demand, market demand, Laws of Demand. Determinants of demand, Elasticity of demand

Unit 5: Determinants of Supply.

Unit 6: Market equilibrium and price determination.

Block III: Factors of Production

Unit 7: Law of returns, Law of variable proportions, Law of return to scale, Economics and

Unit 8: Diseconomies of scale.

Unit 9: Types of costs and behavior of costs in short run and long run.

Block IV: Market Structures

Unit 10: Types, Factors affecting types of market structures, Perfect and imperfect competition.

Unit 11: Monopoly, Monopolistic competition and Oligopoly.

Unit 12: Price and Output determination under perfect competition.

Block V: National Income

Unit 13: Concepts, Measurement and

Unit 14: Difficulties in measurement

Unit 15: Inequalities of Income, Causes. Inflation.

Text Books:

1. Ahuja, H.L., Business Economics, S. Chand & Co., New Delhi.
2. Deepa shree, Principles of Micro Economics, Ane Books Pvt Ltd, New Delhi
3. I.C. Dhingra, Microeconomics - Theory & Practice, S. Chand & Co., New Delhi.

Reference Books:

1. Dominick Salvatore (2012). Principles of Microeconomics (5th ed.) Oxford University Press
2. Principles of Economics, Economic Analysis – V. Lokanathan. 2017

Semester-II

Course Name: Environmental Science

Course Objective:

The objective of this subject is to acquaint students with the Understanding and evaluate the global scale of environmental problems; and. Reflect critically on their roles, responsibilities, and identities as citizens, consumers and environmental actors in a complex, interconnected world.

Course Outcomes: After completing the course, the student shall be able to:

S. No.	Paper Outcomes (COs)	Cognitive Level
1.	Understand key concepts ecology, environment and eco-sytem	Remember
2.	Describe the applications of alternative energy sources	Understand
3.	Understand the different types of environmental pollution	Understand
4.	Discuss current environmental issues	Apply
5.	Reflect critically about their roles and identities as citizens, consumers and environmental actors in a complex, interconnected world.	Apply

Block I: Multidisciplinary Nature of Environment & Ecosystem

Unit 1: Environmental Education: Definition, Scope & Importance, Need for Public Awareness,

Unit 2: Ecology & Environment, Type and components of Environment, Basics of Environmental Impact Assessment, Sustainable Development.

Unit 3: Eco system: Component of ecosystem, Type of ecosystem, food chain, food web, energy flow Ecological pyramids, Aquatic ecosystem (pond).

Block II: Alternative Energy Resources

Unit 4: Biofuels: Alcohol, Hydrogen production technology, Biofuels from Jatropa.

Unit 5: Green Energy: Sources, efficiency and sustainability, Energy from Biomass and solid waste.

Unit 6: Renewable Energy Resources: solar, wind, hydro, geothermal, fuel cells.

Block III: Environmental Pollution

Unit 7: Water Pollution: Types of pollutants, sources, effect of water pollution on human health.

Unit 8: Air Pollution: Air Pollutants, Sources, Effect of air pollutants on environment and human health, Dispersion of air pollutants. Noise Pollution: Sources and effects.

Unit 9: Solid Waste Management: Sources and classification of solid wastes, Causes and effects of solid waste, Management of solid waste.

Block IV: Current Environmental Issue

Unit 10: Population growth, Climate Change

Unit 11: Global warming: causes & effects, Acid Rain,

Unit 12: Ozone Layer depletion, Photochemical smog, Case Study.

Block V: Social Issues and Environment

Unit 13: Environmental legislations

Unit 14: Air, Water, Environmental protection, Forest and Wild life protection Act),

Unit 15: Nongovernmental organizations and their role in environment improvement and education.

Books Recommended/Suggested Reading:

1. “Environmental Studies”, Smriti Srivastava, S.K. Kataria & Sons, Delhi.
2. “Environmental Science”, H. Kaur, Pragati Prakashan, Meerut.
3. “Environmental Studies”, Benny Joseph, Tata McGraw Hills-2005.
4. “Environmental Chemistry”, V.P. Kudesia, Pragati Prakashan, Meerut.
5. “Environmental Chemistry & Pollution Control”, S.S. Dara, S. Chand & Co.

Course Name: Cost Accounting

Course Code: BCO-1201

Credits: 4

Course Objectives:

To provide an in-depth study of the cost accounting principles for identification, classification and analysis of cost components and cost ascertainment in different industries using various costing methods.

Course Outcomes: After completing the course, the student shall be able to:

Course Outcome	cognitive level
CO1: Demonstrate conceptual framework of Cost Accounting.	Understand
CO2: Explain the accounting and control of material and labour cost.	Understand
CO3: Develop ability to understand classification, allocation, apportionment and absorption of overheads in cost determination; under and over absorption of overheads; various item of overheads treatment of	Understand
CO4: Develop ability to calculate the cost of products, jobs, contracts, processes and services after understanding the basic concepts and processes involved in them.	Analyze
CO5: Explain cost accounting book keeping systems and reconciliation of cost and financial account profits	Apply

Block I: Introduction

Unit 1: Meaning, scope, objectives and advantages of cost accounting;

Unit 2: Difference between financial and cost accounting. Cost concepts and classifications, Overview of elements of cost and Cost sheet.

Unit 3: Role of a cost accountant in an organisation. Introduction to Cost Accounting Standards & Cost Accounting Records and Audit Rules

Block II: Elements of Cost: Material and Labour

Unit 4: (a) Materials: Material/inventory control techniques. Accounting and control of purchases, storage and issue of materials. Inventory systems, Methods of pricing of materials issues — FIFO, LIFO, Simple Average, Weighted Average, Replacement, Standard Cost; Physical Verification, Accounting treatment and control of losses— Wastage, scrap, spoilage and defectives

Unit 5: (b) Labour: Accounting and Control of labour cost. Time-keeping and time-booking. Concept and treatment of idle time, over time, labour turnover and fringe benefits.

Unit 6: Methods of wage payment and Incentive schemes- Halsey, Rowan, Taylor's differential piece wage.

Block III: Elements of Cost: Overheads

Unit 7: Classification, allocation, apportionment and absorption of overheads, Under- and over-absorption;

Unit 8: Capacity Levels and Costs; Treatments of certain items in costing like interest on capital,

Unit 9: Packing expenses, bad debts, research and development expenses. Activity based costing.

Block IV: Methods of Costing

Unit 10: Unit costing, Job costing, Contract costing

Unit 11: Process costing (including process losses, valuation of work-in-progress, joint and by-products)

Unit 12: Service costing (only transport).

Block V: Cost Accounting Book-Keeping Systems

Unit 13: Integral and non-integral systems;

Unit 14: Reconciliation of cost accounting records with financial accounts.

Books Recommended/Suggested Readings:

1. Arora, M.N. Cost Accounting-principles and practice. Vikas Publishing House, New Delhi.
2. Jhamb, H. V. Fundamentals of Cost Accounting. Ane Books Pvt Ltd, New Delhi
3. Lal, Jawahar., and Srivastava, Seema. Cost Accounting. McGraw Hill Publishing Co., New Delhi.
4. Singh, Surender. Fundamentals of Cost Accounting. Kitab Mahal, Allahabad/New Delhi.

Course Name: Business Law

Course Code: BCO-1202

Credits: 4

Course Objective:

This course aims to acquaint students with general business laws issues to help them become more informed, sensitive and effective business leaders.

Course Outcomes: After completing the course, the student shall be able to:

Course Outcome	cognitive level
CO1: Define basic aspects of contracts for making the agreements, contracts and subsequently enter valid business propositions.	Remember
CO2: Demonstrate legitimate rights and obligations under The Sale of Goods Act.	Understand
CO3: Explain negotiable instruments.	Understand
CO4: Make use of skills to initiate entrepreneurial ventures as LLP.	Apply
CO5: Explain the fundamentals of Internet based activities under the Information and Technology Act.	Understand

Block I: The Indian Contract Act, 1872

Unit 1: Contract– meaning, characteristics and kinds.

Unit 2: Essentials of valid contract -Offer and acceptance, consideration, contractual capacity, free consent, legality of objects.

Unit 3: Void agreements. Discharge of contract – modes of discharge including breach and its remedies. Quasi – contracts.

Block II: The Sale of Goods Act, 1930

Unit 4: Contract of sale, meaning and difference between sale and agreement to sell. Conditions and warranties.

Unit 5: Transfer of ownership in goods including sale by non-owners.

Unit 6: Performance of contract of sale. Unpaid seller – meaning and rights of an unpaid seller against the goods.

Block III: Negotiable Instrument Act (1981)

Unit 7: Definition of negotiable instruments, features, promissory note,

Unit 8: Bill of exchange and cheque, holder and holder in due course, crossing of a cheque,

Unit 9: Types of crossings, negotiation dishonor and discharge of negotiable instrument.

Block IV: The Limited Liability Partnership Act, 2008

Unit 10: Salient Features of LLP, Difference between LLP and Partnership,

Unit 11: LLP and Company LLP Agreement. Nature of LLP. Partners and Designated Partners.

Incorporation Document Incorporation by Registration, Registered office of LLP and change therein.

Unit 12: Change of name. Partners and their Relations. Extent and limitation of liability of LLP and partners. Whistle blowing. Taxation of LLP. Conversion of LLP.

Block V: The Information Technology Act 2000

Unit 13: Definitions under the Act. Digital signature. Electronic governance. Attribution, acknowledgement

Unit 14: Dispatch of electronic records. Regulation of certifying authorities Digital signatures certificates.

Unit 15: Duties of subscribers. Penalties and adjudication. Offences.

Books Recommended/Suggested Readings:

1. Singh, Avtar.(2018). The Principles of Mercantile Law. Lucknow. Eastern Book Company.
2. Sharma, J.P. and Kanojia S. (2019). Business Laws. New Delhi. Bharat Law House Pvt.Ltd.
3. Tulsian P.C. (2018). Business Law. New Delhi.Tata McGraw Hill.
4. Jagota R. (2019). Business Laws. MKM Publishers ScholarTech Press.

Course Name: Business Statistics**Course Code: BCO-1203****Credits: 4****Course Objective:**

The objective of course is to provide basic knowledge of quantitative methods and their commercial application for decision making in business.

Course Outcomes: After completing the course, the student shall be able to:

Course Outcome	cognitive level
CO1: Explain meaning, scope and functions of statistics and data processing.	Understand
CO2: Apply various measurement of central tendency	Apply
CO3: Apply various measurement of dispersion and skewness.	Apply
CO4: Describe relationship between two variables using concepts of correlation and regression and its use in identifying and predicting the variables.	Analyze
CO5: Learn patterns revealed by the time series data and to use it to make predictions for the future.	Apply

Block I: Introduction

Unit 1: Meaning, Characteristics, scope and function, limitations & misuse of statistics

Unit 2: Primary & secondary data, collection & editing of data

Unit 3: Classification, Frequency distribution and statistical series, Tabulation of data.

Block II: Measures of Central Tendency

Unit 4: Concept and properties of mathematical averages including arithmetic mean, geometric mean and harmonic mean.

Unit 5: Positional Averages including Mode and Median

Unit 6: Partition values - quartiles, deciles, and percentiles with graphic presentation.

Block III: Measures of, Dispersion and Skewness

Unit 7: Measures of Dispersion: absolute and relative. Range, Quartile deviation, Mean deviation
Unit 8: Standard deviation, and their coefficients; Properties of standard deviation/variance.
Unit 9: Moments: Calculation and significance; Skewness: Meaning and Measurement (Karl Pearson and Bowley’s measures); Kurtosis.

Block IV: Simple Correlation and Regression Analysis

Unit 10: Simple correlation – Kari Pearson formula in grouped and ungrouped. Data, Ranking method, con-current deviations method
Unit 11: Regression Analysis: Principle of least squares and regression lines; Regression equations and estimation
Unit 12: Properties of regression coefficients; Relationships between Correlation and Regression coefficients.

Block V: Time Series

Unit 13: Meaning, Importance and Component of Time series
Unit 14: Additive model, Multiplication model, Measurement of Trend
Unit 15: Semi average method, Moving average method and Methods of Least squares.

Books Recommended/Suggested Readings:

1. Anderson, Sweeney and William. Statistics for Students of Economics and Business. Cengage
2. Gupta, S.P. and Gupta, Archana. Statistical Methods. Sultan Chand and Sons, New Delhi.
3. Levin, Richard, David S. Rubin, Rastogi, and Siddqui . Statistics for management, Pearson Education.
4. Thukral, J.K., Business Statistics, Taxmann Publications
5. Vohra, N.D. Business Statistics, McGraw Hill

Course Name: Human Resource Management

Course Code: BCO-1204

Credits: 4

Course Objective:

To enable the students to understand and comprehend the vital issues of HRM in a dynamic environment.

Course Learning Outcomes: After completing the course, the student shall be able to:

Course Outcome	Cognitive level
CO1: Describe basic nature and importance of human resource management.	Understand
CO2: Analyze the current theory and practice of recruitment and selection.	Analyze
CO3: Realize the importance of performance management system in enhancing employee performance.	Understand

CO4: Recommend actions based on results of the compensation analysis and design compensation schemes that are cost effective, that increase productivity of the workforce, and comply with the legal framework.	Apply
CO5: Discuss the role of modern HRM in meeting challenges of changing business environment.	Analyze

Block I: Introduction

Unit 1: Meaning, importance and scope of HRM;

Unit 2: Evolution of HRM; functions, status and competencies of HR manager;

Unit 3: Human Resource Planning - quantitative and qualitative dimensions; Job analysis—job description and job specification; HR Policies.

Block II: Recruitment, Selection & Development

Unit 4: Recruitment, selection, placement, induction, and socialization –

Unit 5: An overview; Developing Human Resources; Training – need, types, and evaluation;

Unit 6: Role specific and competency-based training.

Block III: Performance Appraisal

Unit 7: Performance appraisal- nature and objectives,

Unit 8: Methods of performance appraisal, potential appraisal & employee counseling;

Unit 9: Job changes—transfers and promotions; HR audit.

Block IV: Compensation

Unit 10: Job evaluation; Compensation—concept and policies,

Unit 11: Base and supplementary compensation,

Unit 12: Performance linked compensation—individual, group, and organisation level.

Block V: Employee Maintenance and Emerging Issues in HRM

Unit 13: Employee health and safety, employee welfare, Social security (excluding legal provisions);

Unit 14: Grievance handling and redressal; Industrial disputes and settlement machinery; Emerging issues

Unit 15: Challenges of HRM— employee empowerment, downsizing, work- life balance, use of technology in HRM functions.

Books Recommended/Suggested Readings:

1. Decenzo, D. A., & Robbins, S. P. (2011). Fundamentals of Human Resource Management. India: Wiley.
2. Dessler, G. (2017). Human Resource Management. Pearson.
3. Muller-Camen, M., Croucher, R., & Leigh, S. (2016). Human Resource Management: A Case Study Approach. CIPD. Viva Books.

Semester III

Course Name: Company Law

Course Code: BCO-2101

Credits: 4

Course Objective:

The objective of the course is to impart basic knowledge of the provisions of the Companies Act 2013. Case studies involving issues in company law are required to be discussed.

Course Learning Outcomes: After completing the course, the student shall be able to:

Course Outcome	Cognitive level
CO1: Explain the regulatory aspects and the legal documents and their usage essential for registration of company.	Understand
CO2: Describe the contents of prospectus, Share capital and debentures.	Understand
CO3: Explain management of company.	Understand
CO4: Equip the students with framework of dividend distribution and role of auditors in a company.	Apply
CO5: Discuss the procedure of winding up.	Apply

Block I: Incorporation and its Consequences

Unit 1: Formation of a company, Classification of company, Memorandum of association, Articles of association additional documents required for incorporation, certificate of incorporation;

Unit 2: commencement of business, alteration of Memorandum and Articles and limitations on power of alteration,

Unit 3: Conversion of public Ltd. Company to private Ltd. Company and private Ltd. Company to public Ltd. Company.

Block II: Prospectus, Share Capital and Debentures

Unit 4: Prospectus: Meaning of prospectus, contents of prospectus, Registration of prospectus, penalties for misrepresentation in prospectus. Share capital: Shares,

Unit 5: Classification of shares, alteration of capital, reduction of capital, voting rights.

Unit 6: Debentures: Kinds of debentures, Remedies for debentures holders, Creations of charges, mortgages and registration charges.

Block III: Management of Company

Unit 7: Directors: Structure of board of directors, Qualifications, remuneration, powers and duties of directors.

Unit 8: Appointment of directors, Independent directors, resignation and vacation of office of director.

Unit 9: Appointment and remuneration of Managing director.

Block IV: Meetings, Account and Audit of Company

Unit 10: Meetings: Classifications of meetings, General rules for meetings, proxies, quorum, voting rights, special and ordinary resolution.

Unit 11: Account and Audit: Accounts, statutory books, filing accounts with registrar.

Unit 12: Audit: Appointment of auditor, rights, powers and duties of auditor, special audit.

Block V: Winding Up

Unit 13: Meaning of winding up, modes of winding up,

Unit 14: Procedure of winding up, Liquidator: Rights and liabilities of liquidator,

Unit 15: Dissolution of company, consequences of winding up.

Books Recommended/Suggested Readings:

1. Hicks, Andrew & Goo S.H., (2017) Cases and Material on Company Law, Oxford University Press.
2. Sharma, J.P. (2018). An Easy Approach to Corporate Laws, Ane Books Pvt. Ltd., NewDelhi
3. Kumar, A., (2019) Corporate Laws, Taxmann Pvt Ltd
4. Chadha R. & Chadha, S. (2018). Company Laws. Scholar Tech Press, Delhi.
5. The Depositories Act,1996. Bare Act.

Course Name: Banking and Insurance

Course Code: BCO-2102

Credits: 4

Course Objective:

- To impart knowledge about the basic principles of the banking and insurance
- To have an understanding about the role of commercial banks in India
- To get familiarize with the functions of and financial system and role of financial services in theeconomy of a country
- To understand the fundamentals of insurance business

Course Learning Outcomes: After completing the course, the student shall be able to:

Course Outcome	Cognitive Mapping
CO1 - Describe the meaning and scope of Banking with functions of Banks and their role into banking.	Remember
CO2 - Familiarize with the operations of Banking and various services and benefits.	Understand

CO3 - Get an insight of lending operations of banking and causes of NPAs into banking sector.	Apply
CO4 - Acquaint with the concept of Insurance through functions and fundamental principles of Insurance.	Apply
CO5 - Explain the types of Insurance and Regulatory framework of Insurance.	Understand

Block I: Origin of Banking

Unit 1: Definition and function of banks, banker and customer relationship, general and special types of customers.

Unit 2: Types of Deposits: Types of banks in India; Role of Foreign Banks in India; Advantages and Disadvantages of Foreign banks, Road Map for Foreign Banks in India; India's approach to Banking Sector reforms;

Unit 3: Achievements of financial sector reforms and areas of concern, Credit Allocation Policies of Commercial banks, Credit Market Reforms.

Block II: Operations of Banking

Unit 4: Cheque: definition, features and types of cheque; Endorsement: meaning and essentials of a valid endorsement, types of endorsement; Era of Internet Banking and its benefits

Unit 5: Mobile Banking, Home banking, Virtual Banking, Electronic Clearing System (ECS), Epayments, Electronic Fund Transfer (EFT), E-money, Safeguard for internet banking

Unit 6: Critical comparison of traditional banking methods and e-banking; Balance Sheet of a Bank, special items of a Balance Sheet, off Balance Sheet Items; Anti-money Laundering Guidelines.

Block III: Loans and Advances

Unit 7: Principles of sound lending, Types of loans and advances, Advances against various securities;

Unit 8: Securitization of Standard Assets and its Computation; Basel Accord: merits and weaknesses of the Basel II, Basel III; NPA

Unit 9: Meaning, causes, computation, assessment and Impact of NPAs on Banking Sector, Insolvency and Bankruptcy Code 2016; objectives & features.

Block IV: Concept of Insurance

Unit 10: Characteristics, Functions of Insurance, Fundamental Principles of Insurance: Indemnity,

Unit 11: Insurable Interest, Utmost Good faith, Proximate Cause, Contribution, Subrogation, Economic Function

Unit 12: Reinsurance and Co-insurance: features, objectives, methods; Bancassurance: features, merits.

Block V: Life and Non-Life Insurance

Unit 13: Types of Insurance, Life and Non Life: Features, needs, policies of different types of Insurance, Control of Malpractices and Misselling, Negligence, Loss Assessment and Loss control

Unit 14: Computation of Insurance Premium, Dematerialisation of Insurance Policies; Regulatory Framework of Insurance: IRDA Act 1999; Objectives of IRDA, Composition of IRDA, Duties, Powers and Functions of IRDA;

Unit 15: Role of IRDA: Delegation of Powers, establishment of Insurance Advisory Committee, Power to make Regulations.

Books Recommended/Suggested Readings:

1. Mishra, M.N. Principles and Practices of Insurance. Sultan Chand and Sons
2. Suneja, H.R. Practical and Law of Banking. Himalaya Publishing House

Course Name: Business Math

Course Code: BCO-2103

Credits: 4

Course Objective:

The objective of this course is to familiarize the students with the basic mathematical tools, with an emphasis on applications to business and economic situations.

Course Learning Outcomes: After completing the course, the student shall be able to:

Course Outcome	Cognitive level
CO1: Define basic terms in the areas of business mathematics.	Understand
CO2: Explain basic methods of matrices and determinants.	Understand
CO3: Develop proficiency in using linear programming solving daily life problems.	Apply
CO4: Explain probability theory and probability distributions in relation to general mathematical analysis	Analyze
CO5: Solve problems in the areas of simple, compound interest, present value and annuity.	Apply

Block I: Profit and loss & Percentage

Unit 1: Profit and loss; Ratios, Percentage

Unit 2: Application in calculating cost

Unit 3: Invoice price, manager's commission and brokerage.

Block II: Matrices and Determinants-1

Unit 4: Matrices and Determinants: Definition of a Matrix; Types of matrices; Algebra of matrices; Properties of determinants; Calculation of values of determinants up to third order;

Unit 5: Ad joint of a matrix, elementary row or column operations; Finding inverse of a matrix through ad joint and elementary row or column operations;

Unit 6: Solution of a system of linear equations having unique solution and involving not more than three variables.

Block III: Linear Programming

Unit 7: Linear Programming-Formulation LPP:

Unit 8: Graphical Method of solution; Problems relating to two variables including the case of mixed constraints;

Unit 9: Simplex Method Solution of Problems upto two variables

Block IV: Permutations and combinations

Unit 10: Elementary permutations and combinations;

Unit 11: Probability Simple problems based on addition and Multiplication theorems;

Unit 12: Simple problems relating to managerial decisions based on Baye's Theorem.

Block V: Interest and Annuities

Unit 13: Simple and compound Interest:

Unit 14: Concept of present value and amount of sum;

Unit 15: Types of annuities; present value and amount of an annuity; problems relating to sinking funds.

Books Recommended/Suggested Reading:

1. Allen R G D Basic Mathematics; Macmillan, New Delhi.
 2. Dowling, E T. Mathematics for Economics; Schaum Series, McGraw Hill. London.
 3. Vohra, N D Quantitative Techniques in Management: Tata McGraw Hill.
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Course Name: Business Communication

Course Code: BCO-2104

Credits: 4

Course Objective:

- To equip students of the B.Com course effectively to acquire skills in reading, writing, comprehension and communication, as also to use electronic media for business communication.
- To enable students analyze communication situations and develop Effective communication strategies
- To develop skills for communicate professionally and persuasively
- To make students learn skills for successful formal and informal presentations

Block I: Introduction

Unit 1: Definition, importance, features, purpose and process of communication.

Unit 2: Dimensions and channels of communication, the 7 c's of communication,

Unit 3: Barriers to communication, guidelines for effective communication.

Block II: Verbal communication

Unit 4: Introduction, Oral and Written communication-

Unit 5: Formal v/s informal oral communication, listening, silence as communication, advantages and limitations.

Unit 6: Salient features of written communication, importance of written communication in business.

Block III: Non- Verbal Communication

Unit 7: Body language: concept, importance, kinesics and its various elements: Eye Contact, Facial Expression, Gestures, Postures, Chronemics.

Unit 8: Oculistics, appearance, effective use of body language, advantages and limitations.

Unit 9: Paralanguage: Concept, Importance, Elements/Parts of Paralanguage: Voice, Word Stress, Pitch, Pause, Rate, Volume, And Articulation

Block IV: Business Etiquettes

Unit 10: Introduction, Concept, Significance, the first meeting, dressing, Exchanging Business Cards, Dining Etiquettes,

Unit 11: Meeting Etiquettes, giving gifts, kindest consideration for others, Telephonic Etiquettes, netiquettes.

Unit 12: Ethics and values in business communication

Block V: Business Communication

Unit 13: Business letter writing- essentials of effective correspondence, layout and planning of business letter, kinds of business letter-enquiries and replies, placing and fulfilling orders, complaints and follow up, status enquiries, sales and goodwill letters

Unit 14: Intra-organizational communication- memoranda, notice, circulars and orders, staff suggestions and complaints, agenda and minutes, précis writing.

Unit 15: Email –writing email messages, pros and cons of email, do's and don'ts of email style, attaching a letter or memo to an email.

Text books:

1. Shalini Verma, Business Communication: Essential strategies is for 21 centuries manager, Vikas Publication,2014
2. Lesikar, R. V., & Petitt, J. D. Jr. (2005). Business Communication: Skills for Empowering the Internet Generation. 10th Edition. Tata McGraw-Hill Publication.

Reference Books

1. Mohan, Krishna & Banerji M. (2008). Developing Communication Skills. Macmillan Publishers India Ltd.
2. Sharma, R. C. & Mohan, K. (2002). Business Report Writing and Correspondence:
3. Practical Approach to Business and Technical Communication. 3rd Edition. Tata McGraw-Hill Publication.

Course Name: Introduction to Computer Applications

Course Code: BSO-2100

Credits: 4

Course Objective:

This is a basic paper for Business Administration students to familiarize with basic principles of computer system including computer arithmetic, hardware, operating system, software applications, internet and world-wide web and their applications in the relevant fields.

Course Learning Outcomes : After completing the course, the student shall be able to:

Course Outcome	Cognitive level
CO1- Define the concept of Computer Fundamentals.	Remember
CO2- Describe the conversion of one base to another base Number System.	Understand
CO3- Explain the needs of hardware and software required for a computation task.	Understand
CO4 - Demonstrate the use of Operating system.	Understand
CO5 - Demonstrate how a document to be prepared and formatted.	Understand

Block I: Computer Basics

Unit 1: Introduction, Characteristics of a Computer, Evolution of Computer, Generations of Computer.

Unit 2: Classification of Computers, Applications of Computer, Computer Applications in various fields of Science and management,

Unit 3: Block Diagram of Digital Computers.

Block II: Number Systems & Software

Unit 4: Number System: Introduction, Classification of Number System, Types of Number System,

Unit 5: Conversions from One Base to Another, Conversion using Shortcut Method.

Unit 6: Software: Introduction, Definition & types of Software, Uses of smart-phone, Uses of ICT.

Block III: Hardware and Memory

Unit 7: Hardware: Introduction, Computer Peripherals Devices, Input and Output Devices with examples.

Unit 8: Memory: Introduction, Classification, Hierarchical Chart (Primary memory, Secondary memory,

Unit 9: RAM, ROM, PROM, EPROM, EEPROM).

Block IV: Operating System and DBMS

Unit 10: Operating System: Introduction, Functions of an Operating System, Classification of Operating System (Multi-user, Multiprocessing, Multitasking, Real time).

Unit 11: DBMS: Introduction of database, Database Management System (DBMS),

Unit 12: Application of DBMS.

Block V: MS Office

Unit 13: MS Word: Introduction, Basic Formatting in MS Word, Advanced Formatting, Printing Documents, Print Preview.

Unit 14: MS Excel: Introduction, Workbook, Worksheet, Formatting in excel, Working with formulas, Printing worksheets.

Unit 15: MS PowerPoint: Introduction, Creating a Presentation, Basic Formatting in PowerPoint, Inserting charts, Inserting tables, Printing presentations.

Books Recommended/Suggested Readings:

1. Rajaraman, "Fundamentals of Computers", Prentice Hall of India, 3rd Edition.
2. Alexis Leon and Mathews Leon, "Introduction to computers", Leon Techworld.
3. Yashwant Kanetkar "Unix Shell Programming" BPB.

Semester-IV

Course Name: Corporate Accounting

Course Code: BCO-2201

Credits: 4

Course Objective:

This course covers the characteristics of the Indian accounting environment and its financial reporting requirements for companies, and expands on advanced financial accounting issues, such as, accounting for non-current assets, accounting for intangible assets, accounting for liabilities and owners' equity, and provides a comprehensive coverage of consolidation issues and equity investments. The main objective is to Impact Company Accounts to understand and appreciate the Provisions of the companies act 1956 & 2013. To give them an exposure to calculate the value of Goodwill and shares.

Course Learning Outcome: After completing the course, the student shall be able to:

Course Outcome	Cognitive level
CO1: Develop an understanding of accounting for share capital and debentures	Understand
CO2: Prepare financial statements of a company	Understand
CO3: Prepare Fund Flow and cash flow statements of a company.	Apply
CO4: Discuss the accounting for amalgamation and liquidation of companies	Apply
CO5: Prepare consolidated balance sheet for Holding company	Apply

Block I: Accounting for Share Capital and Debentures

Unit 1: Introduction to issue of shares and debentures. Issue of rights and Bonus shares, ESOPs and buyback of shares,

Unit 2: Book building. Underwriting of shares and debentures. Redemption of Preference shares

Unit 3: Redemption of debentures: sinking/debenture redemption fund, open market purchase and conversion of debentures. Relevant AS and IND-AS as applicable.

Block II: Financial Statements of a Company

Unit 4: Preparation of financial Statement of Joint Stock companies as per schedule III Part I & II (Division I in detail and Division II only on overview) Relevant AS and IND-AS as applicable

Block III: Fund Flow and Cash Flow Statements

Unit 5: Statement of changes in financial position on cash basis and working capital basis familiarity with Indian Accounting Standard -3

Block IV: Amalgamation and Reconstruction

Unit 6: Concept of Purchase Consideration. Accounting for Amalgamation of Companies (excluding inter-company transactions and holdings)

Unit 7: External reconstruction Accounting for Internal Reconstruction (excluding preparation of scheme for internal reconstruction).

Block V: Accounts of Holding Companies/ Parent Companies

Unit 8: Preparation of consolidated balance sheet with one subsidiary company.

Unit 9: Relevant AS and IND-AS as applicable

Unit 10: problems

Books Recommended/Suggested Readings:

1. Goyal, Bhushan Kumar. Corporate Accounting. Taxmann, New Delhi
2. Kumar, Alok. Corporate Accounting. Kitab Mahal
3. Monga, J. R. Fundamentals of Corporate Accounting. Mayur Paper Backs, New Delhi
4. Sah, Raj Kumar, Concept Building Approach to Corporate Accounting, Cengage
5. Sehgal Ashok & Sehgal Deepak. Corporate Accounting
6. Tulsian P. C. Corporate Accounting. S Chand & Co. New Delhi

Course Name: International Business

Course Code: BCO-2202

Credits: 4

Course Objective:

This course offers an introduction to the main theoretical tools and policies that are central to the study of international trade, but with an emphasis on application to the trade flows, trading blocks and international macroeconomic events that characterize the global economy today.

Course learning outcomes: After completing the course, the student shall be able to:

Course Outcome	Cognitive level
CO1 - Describe the process of globalization, its impact on the evolution and growth of international business and to appreciate the changing dynamics of the diverse international business environment.	Understand
CO2 - Analyze the theoretical dimensions of international trade and intervention measures adopted; to appreciate the significance of different forms of regional economic integration and to understand the concept of Balance of payment account and its components.	Analyze
CO3 - Explain the significance of different forms of regional economic integration and to appreciate the role played by various international economic organizations such as the WTO, UNCTAD, IMF and World Bank.	Understand
CO4 - Familiarize students with the international financial environment, and get them acquainted with the basic features of the foreign exchange market – its characteristics and determinants.	Understand
CO5 - Critically examine the concept and form of foreign direct investment, and to create awareness about emerging issues in international business such as outsourcing and ecological issues.	Analyze

Block I:

Unit 1: Introduction to International Business: Globalization and its growing importance in the world economy; Impact of Globalization; International business contrasted with domestic businesses –

Unit 2: Complexities of international business; Internationalization stages and orientations; Modes of entry into International businesses.

Unit 3: International Business Environment: Economic, demographic, cultural and political-legal environment

Block II:

Unit 4: International Trade: Theories of International trade – Absolute advantage theory, Comparative advantage theory, Factory proportion theory and Leontief paradox, Product life cycle theory

Unit 5: National competitive advantage theory; Tariff and Non-Tariff Barriers.

Unit 6: BOP- Balance of payment account and its components

Block III:

Unit 7: Regional Economic Integration: Forms of regional integration; Integration efforts amongst countries in Europe, North America and Asia: EU, NAFTA and SAARC;

Unit 8: Cost and benefits of regional economic integration.

Unit 9: International Economic Organizations: WTO, UNCTAD, World Bank and IMF

Block IV: International

Unit 10: Financial Environment: Foreign exchange markets, Spot market, spot rate quotations, bid-ask spreads, trading in spot markets, cross exchange rates, forward markets, forward rate, long and short forward positions, forwards premium and discount; Arbitrage, Hedging and Speculation;

Unit 11: Types of exchange rate systems – fixed and floating, soft peg, crawling peg, free float, managed float; Foreign exchange risk and exposure

Unit 12: Exchange rate Determination: Types of Exchange rates, Factors affecting exchange rate- relative inflation rates, interest rates, relative interest rates, relative income levels, government controls, expectations.

Block V:

Unit 13: Foreign Direct Investment: Types of FDI - Greenfield investment, Brownfield investments, Mergers & Acquisition, Strategic alliances; Benefits and drawbacks of FDI

Unit 14: Developments and Issues in International Business: Outsourcing and its potential for India; International Business & Ecological considerations.

Books Recommended/Suggested Readings

1. Bennett, Roger. International Business, Delhi: Pearson
2. Charles, W L Hill and Jain, Arun Kumar, International Business, New Delhi: Tata McGraw Hill
3. Daniels John. D. Lee H. Radenbaugh and David P Sullivan. International Business, Pearson Education.
4. Griffin, Ricky W and Michael W Pustay- International Business-A Managerial Perspective Prentice Hall

Course Name: Research Methodology

Course Code: BCO-2203

Credits: 4

Course Objective:

This course emphasizes the basic methodologies, as well as introduces a variety of techniques, and demonstrates how research applies to field of management.

Course Learning Outcome: After completing the course, the student shall be able to:

Course Outcome	Cognitive level
CO1: Describe meaning, scope and process of research.	Understand
CO2: Familiarize with research terminologies and various types of research design.	Understand
CO3: Get an insight into various scaling techniques and sources of data collection.	Apply
CO4: Get acquainted with various techniques of data analysis and its implications.	Analyze
CO5: Create enhanced Report writing skills	Apply

Block I: Research Formulation

Unit 1: Introduction, meaning of research,

Unit 2: Types; Role of research in important area and Process of Research;

Unit 3: Defining research Problems; Hypothesis Formulation.

Block II: Research Elaborated

Unit 4: Research Design- Exploratory;

Unit 5: Descriptive and Experimental; Research plan;

Unit 6: Concept of sample; various types of sampling techniques.

Block III: Data Collection

Unit 7: Methods of Data Collection:

Unit 8: Primary & Secondary,

Unit 9: Including Questionnaires & schedule), Scaling Techniques.

Block IV: Analysis of Data

Unit 10: Processing, editing & coding;

Unit 11: Analysis of Data by application of statistical tools and techniques;

Unit 12: Various kinds of charts and diagrams used in data analyses; Interpretation.

Block V: Report Writing

Unit 13: Contents & Types of reports; Characteristics of a good report;

Unit 14: Steps involved in report writing, Layout of the research report

Unit 15: Mechanics of report writing, Precautions for report writing, Role of computers in Research.

Books Recommended/Suggested Readings

1. Kothari CR- Research Methodology, New Age Publication
2. Panneerselvam R- Research Methodology (PHI)
3. Cooper, Donald, Schindler, Pamela- Business Research (TMH)
4. Bill Taylor, GautamSinha, TaposhGhoshal- Research Methodology (PHI)
5. Collis J and Hussey R - Business Research (Palgrave)

Course Name: Commodity and Stock Market

Course Code: BCO-2204

Credits: 4

Course Objective:

The objective of study of this course is to make students perfect in online share market trading. It help to student to understand the overall working of Indian Share Marketas well others.

Course Learning Outcomes: After completing the course, the student shall be able to:

Course Outcome	Cognitive level
CO1 -Define Capital and Commodities Markets.	Remember
CO2–Describe Stock Market History, Membership, and organization	Understand
CO3 -Explain the concepts of trading in Stock Market	Understand
CO4–Describe Commodities Market, Future and Forward Options Markets.	Understand
CO5 - Demonstrate how Trading in Commodity Markets.	Understand

Block I: Introduction to Capital and Commodities Markets

Unit 1: An Overview of Capital and Commodities Markets, Primary Market, Secondary Market (Stock Market)

Unit 2: Depositories, Private Placements of Shares/Buyback of Shares, Issue Mechanism.

Unit 3: Meaning of Commodities and Commodities Market, Differences between Stock Market and Commodities Market.

Block II: Stock Market

Unit 4: Stock Market History, Membership, Organization, Governing Body

Unit 5: Functions of Stock Exchange, Online Trading, Role of SEBI, Recognized Stock Exchanges in India (Brief Discussion of NSE, BSE and Nifty).

Unit 6: Derivatives on Stocks: Meaning, Types (in Brief).

Block III: Trading in Stock Market

Unit 7: Trading in Stock Market Patterns of Trading and Settlement

Unit 8: Speculations – Types of Speculations – Activities of Brokers – Broker Charges – Settlement Procedure,

Unit 9: National Securities Depository Ltd. (NSDL), Central Securities Depository Ltd. (CSDL) (in Brief).

Block IV: Commodities Market

Unit I: Commodities Market Evolution, Commodity Derivatives, Commodity Exchanges – Regional and National and International.

Unit 10: Functions, Role, Objectives and Types – Types of Transactions in Commodity Market – Spot.

Unit 11: Future and Forward Options Markets.

Block V: Trading in Commodity Markets

Unit 12: Trading in Commodity Markets Patterns of Trading and Settlement,

Unit 13: Price Discovery, Efficiency of Commodity Markets

Unit 14: Size of Commodity Markets in India – Benefits of Commodity Markets.

Text Books:

1. H.R. Appannaiah, Mukund Sharma , Stock and Commodity Markets-Himalaya Publication House
 2. C.B. Gopinath &Siji K. Stock And Commodity Markets, Vikas publication house
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Course Name: Entrepreneurship for small business**Course Code: BSO-2200****Credits: 4****Course objectives:**

The main objectives of the course are to familiarize students with various concepts used in understanding processes involved in entrepreneurship and business formation and development. Provide context to those processes in the form of differences between small and large firms, and the economic environment.

Course Learning Outcomes: After completing the course, the student shall be able to:

Course Outcome	Cognitive level
CO1 - Describe entrepreneurship as volition in context of India.	Understand
CO2 -Discuss the existing support system for entrepreneurial orientation.	Understand
CO3 -Describe enterprise formation process for gaining ideas as to creation of an enterprise for pursuing a career.	Understand
CO4 - Calculate the requirements of post-enterprise creation for effective operation of the business.	Apply
CO5 - Acquire on available growth strategies for implementing effective suitable strategy for expansion and growth.	Apply

Block I: Introduction

Unit 1: Entrepreneurship- meaning and importance, entrepreneurship in Indian context, entrepreneurship as a creative solution provider,

Unit 2: Meaning of various terms related to entrepreneurship-

Unit 3: Entrepreneurship, social entrepreneurship, net entrepreneurship, technopreneurship.

Block II: Entrepreneurial Eco System

Unit 4: Socio-economic support system for entrepreneurship; Public and private system of stimulation;

Unit 5: Role of development institutes, availability of finance, marketing, technology and project related assistance; Role of trade associations and self-help groups for promotion of entrepreneurship;

Unit 6: Types of business entities- micro, small and medium enterprises, role of MSME sector in Indian economy family businesses in India; Conflicts in family business; Startup Action Plan; Make in India

initiative.

Block III: Enterprise Formation Process

Unit 7: Understanding and analyzing business opportunities, market demand analysis, project feasibility study; preparation of business plan;

Unit 8: Start ups and basic start ups problems, sources of financing business start ups;

Unit 9: Cases of Indian start ups (practical knowledge on preparation of business plan/project report shall be imparted).

Block IV: Managerial Aspects of Business

Unit 10: Managing finance- preparation of operating/cost budget, cash budget; Understanding management of short term and long term capital;

Unit 11: Human resource planning; Contract management;

Unit 12: Understanding marketing methods; Understanding of GST and other tax compliances.

Block V: Managing Growth

Unit 13: Business growth strategies specific to small enterprises;

Unit 14: Enterprise life cycle and various growth strategies; Business collaboration and outsourcing of resources;

Unit 15: Network management; Succession planning for sustenance.

Books Recommended/Suggested Readings

1. Brandt, S. C. Entrepreneurship: The Ten Commandments for Building a Growth
2. Company. MacMillan Business Books.
3. Holt, D. H. Entrepreneurship: New Venture Creation. New Delhi: Prentice Hall of India.
4. Panda, S. C. Entrepreneurship Development. New Delhi: Anmol Publications.

Semester-V

Course Name: Income Tax Law and Accounts

Course Code: BCO-3101

Credits: 4

Course Objective:

To provide basic knowledge and equip students with application of principles and provisions in Income-tax Act, 1961.

Course Learning Outcomes: After completing the course, the student shall be able to:

Course Outcome	Cognitive level
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CO:1: Learn the basic concepts in the law of income tax and determine the residential status of different persons.	Understand
CO2: Identify the five heads in which income is categorised and to compute income under the heads ‘Salaries’ and ‘Income from House Property’.	Apply
CO3: Compute income under the head ‘ Profits and gains of business or profession’, ‘Capital gains’ and ‘Income from other sources’.	Apply
CO4: Discuss the clubbing provisions, aggregate income after set-off and carry forward of losses, and deductions allowed under the Income Tax Act.	Apply
CO5: Compute tax liability of individuals and firms and understand the provisions of filing return of income.	Apply

Block I: Introduction

Unit 1: Basic concepts: Income; agricultural income; person, assessee; assessment year; previous year

Unit 2: Gross total income; total income; maximum marginal rate of tax; Permanent Account Number (PAN);

Unit 3: Residential status; Scope of total income on the basis of residential status; Exempted income under section 10.

Block II: Computation of Income Under Different Heads-1

Unit 4: Income from Salaries;

Unit 5: Income from house property.

Unit 6: Profits and gains of business or profession;

Block III: Computation of Income Under Different Heads-2

Unit 7: Capital gains; Income from other sources.

Unit 8: Income of other persons included in assessee's total income;

Unit 9: Aggregation of income and set-off and carry forward of losses;

Block IV: Total Income and Tax Computation

Unit 10: Deductions from gross total income; rebates and reliefs

Unit 11: Tax liability of individual and firm; Preparation of return of income;

Block V: Computation of Total Individuals and Firms

Unit 12: Filing of returns: manually, online filing of returns of income & TDS;

Unit 13: Provision and procedures of compulsory on-line filing of returns for specified assesses.

Books Recommended/Suggested Readings:

1. Ahuja, Girish and Ravi Gupta. Systematic Approach to Income Tax. Bharat Law House, Delhi.
2. Singhania, Vinod K. and Monica Singhania. Students’ Guide to Income Tax,

Additional Resources

1. Current Tax Reporter. Current Tax Reporter, Jodhpur.
2. Income Tax Reports. Company Law Institute of India Pvt. Ltd., Chennai.
3. Corporate Professionals Today. Taxmann. New Delhi.

Course Name: Auditing

Course Code: BCO-3102

Credits: 4

Course Objective:

Discuss the nature of auditing and assurance services including the impact of various statutes and regulations. Identify The stages of an audit from planning to conclusion. Apply Standard audit procedures such as analytical procedures, detail tests, and tests of controls.

Course Learning Outcome: After completing the course, the student shall be able to:

Course Outcome	Cognitive level
CO1: Differentiate between different aspects of auditing especially for internal check, internal control .	Understand
CO2: Describe auditing process.	Understand
CO3: Explain concept of Vouching and Verification Procedure of assets and liabilities.	Understand
CO4: Comprehend the Audit framework for limited companies.	Apply
CO5: Explain the Recent trends in Auditing .	Analyze

Block I: Introduction

Unit 1: Introduction: meaning and objective of auditing:

Unit 2: Types of audit; internal audit.

Unit 3: Internal Check system: Internal control

Block II: Audit Process

Unit 4: Audit process: Audit programme; Audit and books;

Unit 5: Working Subjects and evidences

Unit 6: Consideration for commencing an audit; Routine checking and test Checking.

Block III: Audit Procedure

Unit 7: Audit Procedure:

Unit 8: Vouching;

Unit 9: Verification of assets and liabilities

Block IV: Audit of limited companies

Unit 10: Company auditor – Appointment , powers , Duties and liabilities, Divisible profits and dividends

Unit 11: Auditor’s report –Standard report and Qualified report, Special audit of banking companies

Unit 12: Audit of educational institutions , Audit of insurance companies

Block V:

Unit 13: Investigation: Audit of nonprofit companies;

Unit 14: Recent trends in Auditing:

Unit 15: Nature and significance of cost audit; Tax audit; Management Audit

Books Recommended/Suggested Reading:

1. Sharma T.R.: auditing principles and problems, Sahitya Bhawan; Agra
2. Gupta Kamal; Contemporary auditing; Tata McGraw- Hill New Delhi
3. Tandon B.N. ; Principles of Auditing; S. Chand & Company; New Delhi
4. Pagare Dinkar; Principles and Practice of Auditing; Sultan Chand, New Delhi

Course Name: Public Finance

Course Code: BCO-3103

Credits: 4

Course Objective:

This course aims to familiarize students with the comprehensive understanding of theories of public expenditure and their application. Identify differences in processes, revenue sources, and budgetary challenges that exist between different levels of government.

Block I: Nature and Scope of Public Finance

Unit 1: Nature, Definition, Scope of Public Finance

Unit 2: Role of Public Finance in Economic Development

Unit 3: Principles of Maximum Social Advantage

Block II: Public Revenue

Unit 4: Main Sources of Public Revenue

Unit 5: Classification and Importance of Taxes – Significance, merits and demerits of direct and indirect taxes

Unit 6: Impact, shifting, incidence and effects of taxation d) Significance of income tax and corporation tax

Block III: Public Expenditure and Public Debt

Unit 7: Classification and Cannons of Public Expenditure

Unit 8: Effects of Public expenditure on – Production, Distribution and Economic Growth

Unit 9: Need, Sources and repayment b) Effects of Public debt on – Money Supply, Economic Growth and Economic Stability

Block IV: Federal Finance and Local Finance

Unit 10: Financial Issues in a Federal set up

Unit 11: Principles of efficient division of financial resources between Central and States

Unit 12: Local bodies and their Financial responsibilities , Sources of Local Finance , Local Taxation

Block V: Budgets

Unit 13: Classification of Budgets

Unit 14: Budgets and Planning

Unit 15: Budget and National Accounts

Books recommended

1. Dalton, H – Principles of Public Finance
2. Mehta and Agarwal – Public Finance
3. Sarkar and Misra – Rajasva Shastra
4. Bhargava – Public Finance in theory and practice
5. Saxena and mathur – Public Fiance P

Course Name: Working Capital Management

Course Code: BCO-3104

Credits: 4

Course Objectives:

The objective of the course is to acquaint the students with the importance of the working capital and techniques used for effective working capital management.

Course Learning Outcomes: After completing the course, the student shall be able to:

Course Outcome	Cognitive level
CO1: Describe the conceptual framework of working capital have an understanding the components of working capital.	Understand
CO2: Define cash management and Optimal Cash Balance	Understand
CO3: Explain objectives of Receivables Management and credit policy.	Understand
CO4: Demonstrate Inventory Management and Inventory Control Systems	Understand
CO5: Identify sources of finance for Working Capital.	Apply

Block I: Introduction

Unit 1: Concepts of Working Capital ,Components of Current Assets,

Unit 2: Permanent and Variable Working Capital, Determinants of Working Capital,

Unit 3: Estimating Working Capital Needs, Currents Assets Financing Policy, Operating and Cash Conversion Cycle.

Block II: Cash Management

Unit 4: Facets of Cash Management, Motives for Holding Cash,

Unit 5: Factors Determining Cash Needs, Cash Budgeting, Long – term Cash Forecasting, Managing.

Unit 6: Cash Collections and Disbursements, Optimal Cash Balance, Investment of Surplus Cash. Case Study.

Block III: Receivables Management

Unit 7: Objectives, Credit Policy: Nature and Goals,

Unit 8: Optimum Credit Policy, Credit Policy Variables,

Unit 9: Credit Evaluation, Credit Granting Decisions, Collection Policy, Factoring. Case Study.

Block IV: Inventory Management

Unit 10: Nature of Inventories, Need to Hold Inventories,

Unit 11: Objectives of Inventory Management, Inventory Management Techniques,

Unit 12: Analysis of Investment in Inventory, Inventory Control Systems.

Block V: Working Capital Finance

Unit 13: Accruals, Trade Credit and other current liabilities,

Unit 14: Working Capital Advance by Commercial Banks, Regulation of Bank Finance, Public Deposits, Inter-corporate Deposits,

Unit 15: Short-term Loans from Financial Institutions, Commercial Paper.

Books Recommended/Suggested Readings:

1. V. K. Bhalla, Working Capital Management: Text and Cases, New Delhi: Anmol Publisher, 2008.
2. Y. Khan and P. K. Jain, Financial Management - Text, Problems and Cases, New Delhi: Tata McGraw Hill, 2009
3. Hrishikesh Bhattacharya, Working Capital Management: Strategies and Techniques, New Delhi: Prentice Hall of India Private Ltd, 2009.

Course Name: Personal Selling and Salesmanship

Course Code: BSO-3300

Credits: 4

Course Objective:

1. The purpose of this course is to familiarize the students with the fundamentals of personal selling and the selling process.
2. Student will be able to understand selling as a career and what it takes to be a successful salesman.

Course Learning Outcomes: After completing the course, the student shall be able to:

Course Outcome	Cognitive Level
CO1 - Describe the meaning and importance of personal selling.	Understand
CO2 – Discuss the Theories of Selling	Understand
CO3 - Describe the concept of motivation.	Understand
CO4 - Describe the Selling Process. sales force management.	Understand
CO5 - Comprehend the Sales Territory Concept.	Analyzing

Block I: Introduction to Personal Selling

Unit 1: Nature and importance of personal selling, myths of selling, Difference between Personal Selling,

Unit 2: Salesmanship and Sales Management, Characteristics of a good salesman, types of selling situations, types of salespersons,

Unit 3: Career opportunities in selling, Measures for making selling an attractive career

Block II: Theories of Selling

Unit 4: Traditional and Modern: AIDAS Model of Selling,

Unit 5: Problem Solving Approach, Right Set of Circumstances

Unit 6: Theory and Modern Sales Approaches.

Block III: Buying Motives

Unit 7: Concept of motivation, Maslow's theory of need hierarchy;

Unit 8: Dynamic nature of motivation;

Unit 9: Buying motives and their uses in personal selling

Block IV: Selling Process

Unit 10: Prospecting and qualifying; Pre-approach;

Unit 11: Presentation and demonstration; handling of objections;

Unit 12: Closing the sale; Post sales activities.

Block V: Sales Reports

Unit 13: Sales Forecasting, Sales Budget, Sales Territories,

Unit 14: Sales quota, reports and documents; sales manual, Order Book, Cash Memo; Tour Diary, Daily and Periodical Reports;

Unit 15: Ethical aspects of Selling

Suggested Readings:

1. Spiro, Stanton, and Rich, Management of the Sales force, McGraw Hill 2007.
2. Rusell, F. A. Beach and Richard H. Buskirk, Selling: Principles and Practices, McGraw Hill 12TH Edition 2008

Semester-VI**Course Name: Management Accounting****Course Code: BCO-3201****Credits: 4****Course Objective:**

Enable students to acquire knowledge of concepts, methods and techniques of management accounting for the purpose of managerial planning, control and decision making.

Course Learning Outcomes: After completing the course, the student shall be able to:

Course Outcome	Cognitive level
CO1: Learn thoroughly the conceptual framework of Management Accounting.	Understand
CO2: Describe the concept of marginal cost and marginal costing.	Apply
CO3: Explain the concept of relevant and irrelevant costs and make decisions related to different business situations using marginal costing and differential costing techniques.	Apply
CO4: Describe budgetary control system as a tool of managerial planning and control.	Apply
CO5: Discuss management accounting issues of Responsibility accounting, Divisional performance measurement and Transfer pricing.	Analyze

Block I: Introduction

Unit 1: Meaning, objectives, nature and scope of management accounting

Unit 2: Difference between different forms of accounting

Unit 3: Cost, Financial and Management accounting, Cost control and Cost reduction, Cost management.

Block II: Marginal Costing

Unit 4: Concept of marginal cost and marginal costing; Absorption versus Variable Costing: Distinctive features and income determination

Unit 5: Cost-volume-profit analysis; Break-even analysis-using mathematical and graphical approaches;

Unit 6: Profit-volume ratio, angle of incidence, margin of safety, key factor, determination of cost indifference point, Cash break-even point and Composite break- even point.

Block III: Decision Making

Unit 7: Steps in Decision Making Process, Concept of Relevant Costs and Benefits, Various short - term decision making situations

Unit 8: Profitable product mix, Acceptance or Rejection of special/ export offers, Make or buy, Addition or Elimination of a product line, sell or process further, operate or shut down. Pricing

Unit 9: Decisions: Major factors influencing pricing decisions, Various methods of pricing.

Block IV: Budgetary Control and Standard Costing System

Unit 10: Concept of budget, budgeting and budgetary control; Objectives, merits and limitations

Unit 11: Budget Administration; Functional Budgets; Fixed and Flexible budgeting; Zero base budgeting; Programme and Performance budgeting.

Unit 12: Meaning of standard cost and standard costing; advantages, limitations and applications; Variance Analysis – material, labour, overheads and sales variances; Disposition of variances; Control ratios.

Block V: Performance Measurement

Unit 13: Responsibility Accounting: Concept, Significance

Unit 14: Different Responsibility Centres; Divisional

Unit 15: Performance Measurement: Financial and Non-Financial measures; Transfer pricing.

Books Recommended/Suggested Readings:

1. Goel, Rajiv Kumar & Ishaan Goel. Concept Building Approach to Management Accounting.
2. Cengage.
3. Lal, Jawahar and Srivastava, Seema. Cost Accounting. McGraw Hill Publishing Co., New Delhi.
4. Singh, Surender. Management Accounting. PHI Learning Pvt. Limited, Delhi
5. Singh, S.K. and Gupta, L. "Management Accounting". A.K. Publications, New Delhi.
6. Khan, M. Y. and Jain, P.K. Management Accounting. Tata McGraw Hill Publishing Co., New Delhi

Course Name: Goods and Service Tax

Course Code: BCO-3202

Credits: 4

Course Objective:

This course aims to familiarize students with the Goods and Service Tax Act and their application in the real World. It will equip the students with understanding of GST Act.

Course Learning Outcomes: After completing the course, the student shall be able to:

Course Outcome	Cognitive level
CO1: Connect with the genesis of goods and services tax (GST), decipher the constitutional amendment carried out to install GST in India and comprehend the composition and working of GST council.	Understand
CO2: Describe the meaning of supply under GST law, differentiate between intra-state and inter-state supply, comprehend rules related to the place of supply and compute the value of supply.	Understand
CO3: Discuss the utilization of input tax credit, and the reverse charge mechanism of paying GST and to know the procedure for claiming refund under GST law.	Apply
CO4: Explain the provisions for registration under GST along with special provisions such as those related to anti-profiteering; avoidance of dual control; e-way bills and penalties.	Apply
CO5: Learn the basic concepts of Customs Act and to compute the assessable value for charging customs duty.	Analyze

Block I: Introduction

Unit 1: Constitutional framework of indirect taxes before GST (taxation powers of Union & State Government);

Unit 2: Concept of VAT: meaning, variants and methods; Major defects in the structure of indirect taxes prior to GST;

Unit 3: Rationale for GST; Structure of GST (SGST, CGST, UTGST & IGST); GST Council; GST Network; State compensation mechanism.

Block II: Levy and Collection of GST

Unit 4: Taxable event- “Supply” of goods and services; Place of supply: intra-state, inter-state, import and export;

Unit 5: Time of supply; Valuation for GST- valuation rules; Taxation of reimbursement of expenses;

Unit 6: Exemption from GST: Small supplies and Composition scheme; Classification of goods and services: Composite and Mixed supplies.

Block III: Input Tax Credit

Unit 7: Eligible and ineligible input tax credit; Apportionments of credit and blocked credits; Tax credit in respect of capital goods;

Unit 8: Recovery of excess tax credit; Availability of tax credit in special circumstances; Transfer of input credit (Input Service Distribution);

Unit 9: Payment of taxes; Refund; Doctrine of unjust enrichment; TDS; TCS; Reverse Charge Mechanism; Job work.

Block IV: Procedures

Unit 10: Registration; Tax Invoice; Credit and debit notes

Unit 11: Returns, Audit in GST

Unit 12: Assessment: Self assessment

Block V: Special Provisions under GST

Unit 13: Summary and scrutiny; Taxability of e-Commerce; Anti-profiteering;

Unit 14: Avoidance of dual control; e-way bills

Unit 15: Zero-rated supply; Offences and penalties; Appeals

Note: In case of any subsequent notifications/amendments regarding GST or customs law by the government, the syllabus would be updated accordingly.

Books Recommended/Suggested Readings:

1. Ahuja, Girish, Gupta Ravi, GST & Customs Law.
2. Babbar, Sonal, Kaur, Rasleen and Khurana, Kritika. Goods and Service Tax (GST) and Customs Law. Scholar Tech Press.
3. Bansal, K. M., GST & Customs Law, Taxmann Publication.
4. Gupta, S.S. , GST- How to meet your obligations (April 2017), Taxmann Publications
5. Sahi, Shilpi. Concept Building Approach to Goods & Service Tax, & Customs Laws.Cengage

Course Name: Indian Economy

Course Code: BCO-3203

Credits: 4

Course Objective:

- 1.To enable the students to grasp the current economic problems in India.
- 2.To highlight the important economic sectors and challenges faced by them in the recent years.

Course Learning Outcomes: After completing the course, the student shall be able to:

Course Outcome	Cognitive level
CO1 - Describe the concept and related terms in Indian Economy.	Understand
CO2 – Describe the Basic Features of the Indian Economy at Independence	Understand
CO3 - Explain the planning and import substituting industrialization	Understand

CO4 - Classify of Growth, Development and Structural Change in different phases of growth and policy regimes across sectors and regions	Understand
CO5 - Determine Sectoral Trends.	Evaluate

Block I: Basic Issues in Economic Development

Unit 1: Concept and Measures of Development and

Unit 2: Underdevelopment;

Unit 3: Human Development

Block II: Basic Features of the Indian Economy at Independence

Unit 4: Composition of national income and

Unit 5: Occupational structure,

Unit 6: The agrarian scene and industrial structure

Block III: Policy Regimes

Unit 7: The evolution of planning and import substituting industrialization.

Unit 8: Economic Reforms since 1991.

Unit 9: Monetary and Fiscal policies with their implications on economy

Block IV: Growth, Development and Structural Change

Unit 10: The experience of Growth, Development and Structural Change in different phases of growth and policy regimes across sectors and regions.

Unit 11: The Institutional Framework: Patterns of assets ownership in agriculture and industry; Policies for restructuring agrarian relations and for regulating concentration of economic power;

Unit 12: Changes in policy perspectives on the role of institutional framework after 1991. Growth and Distribution; Unemployment and Poverty; Human Development; Environmental concerns. Demographic Constraints: Interaction between population change and economic development.

Block V: Sectoral Trends and Issues

Unit 13: Agriculture Sector

Unit 14: Industry and Services Sector.

Unit 15: Financial Sector

Books Recommended/Suggested Readings

1. Mishra and Puri, Indian Economy, Himalaya Paublishing House
2. IC Dhingra, Indian Economics, Sultan Chand & Sons
3. Gaurav Dutt and KPM Sundarum, Indian Economy, S. Chand & Company.
4. Bhagwati, J. and Desai, P. India: Planning for industrialization, OUP, Ch 2.

Course Name: Personality Development and Communication Skills

Course Code: BSO-3400

Credits: 4

Course Objective:

- To develop the skills of the professional undergraduate students for proper self- expression, social communication, spoken English, correct pronunciation, voice modulation and business etiquettes
- The students should improve their personality, communication skills and enhance their self-confidence.

Course Learning Outcome: After completing the course, the student shall be able to:

Course Outcome	Cognitive level
CO1: Describe meaning, determinants and importance of personality development.	Understand
CO2: Familiarize with Personality Development Grooming.	Understand
CO3: Get an insight into Time management and Self-Analysis SWOT analysis.	Apply
CO4: Explore various forms of modern communication and Report writing skills.	Analyze
CO5: Familiarize with Leadership and How to face personal interview.	Apply

Block I: Personality

Unit 1: The Introduction Personality meaning,

Unit 2: Determinants- physical, intellectual, emotional, cultural Traits of personality,

Unit 3: Importance of personality development

Block II: Personality Grooming

Unit 4: Personality Development Grooming, dress code, do's and don'ts,

Unit 5: Social etiquettes,

Unit 6: Self-confidence

Block III SWOT

Unit 7: Self-Analysis SWOT analysis,

Unit 8: Creative thinking, Goal Setting,

Unit 9: Time management, prioritizing work

Block IV Communication

Unit 10: Communication and its Importance Definition

Unit 11: Process, and different types of communication Resume Writing, letter writing,

Unit 12: Report writing, article writing and Creative writing

Block V Leadership

Unit 13 Leadership as a process Group discussions,

Unit 14 Working in a team, class participation.

Unit 15 Learning How to face personal interview

Text Books:

1. Basic Managerial Skills for All by E. H. McGrath, S. J., PHI
Personality Development and Soft Skill, Mitra, Barun, Oxford University P
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Faculty and Support Staff

The University has identified the requisite faculty and support staff as mandated by UGC and formally they shall be allocated the required positions from amongst the existing faculty exclusively for ODL mode or fresh appointments as per requirement, shall be initiated for which Letter of Intent have been issued to the prospective faculty and staff. The course material prepared by this university will be on par with any open university/Distance education centre in the country.

Delivery Mechanism

The ODL of MU follows a modern ICT (Information & Communication Technology) enabled approach for instruction. The methodology of instruction in ODL of MU is different from that of the conventional/regular programs. Our ODL system is more learner-oriented and the learner is an active participant in the teaching-learning process. ODL of MU academic delivery system comprises:

A. Print Material

The printed material of the programme supplied to the students will be unit wise for every course.

B. Counselling Sessions

Normally, counselling sessions are held as per a schedule drawn beforehand by the Subject Coordinator. There will be minimum 15 contact hours required for 5 credit course. Classes will be held on the campus on Saturday and on Sunday of 2/1 hour duration for each course in face to face mode (In case of 2 credit course contact hours required are 6 hours, for 4 credit course contact hours required are 12 hours and in case of 6 credit course contact hours required 18 hours). Contact classes will be held in the campus on Saturdays and on Sundays.

C. Medium of Instruction

Medium of Course Instruction: English

Medium of Examination: English

Student Support Systems

Universities study Centres or Learner Support Centre shall be headed by a coordinator, not below the rank of Assistant professor and shall be augmented with academic and non-academic staff depending on the learner.

The university has made appropriate arrangements for various support services including counselling schedule and resource-oriented-services evaluation methods and dates both on and off line modes for easy and smooth services to the students through distance mode.

At present the university has only one study centre in the campus. The institution is not promoting any study centres outside the campus. All student support services will be provided to the student through a single window method/mode onsite and online.

F. Procedure for Admissions, Curriculum, Transaction and Evaluation

Admission Process

Admission to the B.Com. program will be done on the basis of screening of candidate's eligibility on first come first serve basis. Admission shall not be a right to the students and MU, DDOE shall retain the right to cancel any admission at any point of time if any irregularity is found in the admission process, eligibility etc.

Maximum Duration

- A. The maximum duration of the B.Com. Programme is six years. Thereafter, students seeking completion of the left-over course(s) will be required to seek fresh admission.
- B. The student can complete his programme within a period of 6 years failing which he/she shall seek fresh admission to complete the programme.

Eligibility

10+2 in any stream from any recognized board.

Fee Structure

Name of the Program	Degree	Duration	Year	Admission Fee	Tuition Fee/Year	Exam Fee/Year	Total (in Rs.)
Bachelor of Commerce	UG	3 to 6 Years	1	1500	8000	2000	11500
			2		8000	2000	10000
			3		8000	2000	10000
Total							31500

Activity Schedule

S.NO.	Name of the Activity	Tentative months schedule(specify months) during year			
		From(Month)	To (Month)	From(Month)	To (Month)
1	Admission	Jul	Sep	Jan	Mar
2	Assignment submission (if any)	Sep	Oct	Mar	Apr
3	Evaluation of Assignment	Oct	Nov	Apr	May
4	Examination	Dec	Dec	Jun	Jun
5	Declaration of Result	Jan	Jan	Jul	Jul

6	Re-registration	Jul	Jul	Jan	Jan
7	Distribution of SLM	Jul	Sep	Jan	Mar
8	Contact Programmes (counselling, Practicals.etc.)	Sep	Nov	Mar	May

Credit System

MU, DDOE proposes to follow the 'Credit System' for most of its programs. Each credit amounts to 30 hours of study comprising all learning activities. Thus, a 8 credit course requires 240 hours, 6 credit course requires 180 hours , 4 credit course requires 120 hours and 2 credit course requires 60 hours of study. This helps the student to understand the academic effort to complete a course. Completion of an academic programme requires successful clearing of both, the assignments and the term-end examination of each course in a programme.

Duration of the Programme	Credits	Name of the Programme	Level of the Programme
3 Yrs.	120	B.Com.	Bachelor's Degree

Assignments

Distance Education learners have to depend much on self study. In order to ascertain the writing skill and level of comprehension of the learner, assignment work is compulsory for all learners. Each assignment shall consist of a number of questions, case studies and practical related tasks. The Assignment Question Papers will be uploaded to the website within a scheduled time and the learners shall be required to respond them within a specified period of time. The response of the learner is examined by a faculty member.

Evaluation: The evaluation system of the programme is based on two components:

- A. Continuous Evaluation in the form of assignments (weightage 30%):** This Component carries a weightage of 30%. There will be at least one graded assignment and test per course. These assignments are to be submitted to the Co-ordinator of the DDOE/Study Centre to which the student is assigned or attached with.
- B. Term-end examination (weightage 70%):** This will be held twice every year in the months of June and December. The students are at liberty to appear in any of the examinations conducted by the University during the year. A student will be allowed to appear in the Term-End Examination only after she/he has registered for that course and submitted the assignment. For appearing in the Examination, every student has to submit an Examination form through online (www.mangalayatan.in/) or offline before the due dates as given in the schedule of operations. If a student misses any term-end examination of a course for any reason, s/he may appear for any of them or all the courses subject to the maximum of 8 courses in the subsequent term-end examinations. This facility will be available until a student secures the minimum pass grade in the courses but up to a maximum period of four semesters, since the date of registration of the course is valid for four semesters. Beyond this period s/he may continue for another four semesters by getting Re-registration by paying fee again. In that case, the score of qualified assignments and/or term-end examination will be retained and the student will be required to complete the left out requirements of such re-registered courses. Minimum requirement for passing a course will be 40% marks.

G. Laboratory Support and Library Resources

The library of Mangalayatan University aims to empower the teaching mission and intellectual culture of the community through availability through an organized collection of information as well as instruction in its access, relevance and evaluation.

The University Library enriches advance learning and discovery by providing access to a broad array of resources for education, research and creative work to ensure the rich interchange of ideas in the pursuit of knowledge.

The Directorate of Distance Education of Mangalayatan University has initiated the process of setting up a dedicated Library for ODL program and acquiring printed books and e-books for this purpose. The required International and National subject journals are also provided. We have a full functioning community radio service on board (90.4 FM). We already have annual journal subscriptions and the capacity can be enlarged at later stages as the University lines up with more online journals.

The collection of the Library is rich and diverse especially in terms of the breadth and depth of coverage. Collection encompasses subjects in Management, Commerce, Information Technology, Computer Applications, and other allied areas. This collection further includes Books, Research Journals, Project Reports/Dissertations and online Journals.

The University has well equipped Computer Laboratories, Lecture Capturing Systems, Audio Video facilities, ICT enabled class rooms, Wi-Fi facilities etc.

H. Cost Estimate of the Programme and the Provisions

Initial expenses have been done by the University in terms of provision of infrastructure, manpower, printing of self study material and other. The University intends to allocate expenses out of the total fee collection as per following details:

a) SLM Development and Distribution	:	20%
b) Postal Expense	:	10%
c) Salary and other Administrative expenses	:	60%
d) Future development	:	10%

Once programmes are operational, fee receipt from the programme's budget to be planed as per the guidelines of University Grants Commission.

I. Quality Assurance

The University has established the Centre for Internal Quality Assurance (CIQA) in the University campus. The CIQA will monitor and maintain the quality of the ODL programmes. It has the following objectives in making the compliances of quality implementations.

Objectives

The objective of Centre for Internal Quality Assurance is to develop and put in place a comprehensive and dynamic internal quality assurance system to ensure that programmes of higher education in the Open and Distance Learning mode and Online mode being implemented by the Higher Educational Institution are of acceptable quality and further improved on continuous basis.

Functions of CIQA

The functions of Centre for Internal Quality Assurance would be following

- 1) To maintain quality in the services provided to the learners.
- 2) To undertake self-evaluative and reflective exercises for continual quality improvement in all the systems and processes of the Higher Educational Institution.
- 3) To contribute in the identification of the key areas in which Higher Educational Institution should maintain quality.
- 4) To devise mechanism to ensure that the quality of Open and Distance Learning programmes and Online programmes matches with the quality of relevant programmes in conventional mode.
- 5) To devise mechanisms for interaction with and obtaining feedback from all stakeholders namely, learners, teachers, staff, parents, society, employers, and Government for quality improvement.
- 6) To suggest measures to the authorities of Higher Educational Institution for qualitative improvement.
- 7) To facilitate the implementation of its recommendations through periodic reviews.
- 8) To organize workshops/ seminars/ symposium on quality related themes, ensure participation of all stakeholders, and disseminate the reports of such activities among all the stakeholders in Higher Educational Institution.
- 9) To develop and collate best practices in all areas leading to quality enhancement in services to the learners and disseminate the same all concerned in Higher Educational Institution.
- 10) To collect, collate and disseminate accurate, complete and reliable statistics about the quality of the programme (s).
- 11) To ensure that Programme Project Report for each programme is according to the norms and guidelines prescribed by the Commission and wherever necessary by the appropriate regulatory authority having control over the programme.
- 12) To put in place a mechanism to ensure the proper implementation of Programme Project Reports.
- 13) To maintain a record of Annual Plans and Annual Reports of Higher Educational Institution, review them periodically and generate actionable reports.
- 14) To provide inputs to the Higher Educational Institution for restructuring of programmes in order to make them relevant to the job market.
- 15) To facilitate system based research on ways of creating learner centric environment and to bring about qualitative change in the entire system.
- 16) To act as a nodal coordinating unit for seeking assessment and accreditation from a designated body for accreditation such as NAAC etc.
- 17) To adopt measures to ensure internalization and institutionalization of quality enhancement practices through periodic accreditation and audit.
- 18) To coordinate between Higher Educational Institution and the Commission for various quality related initiatives or guidelines.
- 19) To obtain information from other Higher Educational Institutions on various quality benchmarks or parameters and best practices.
- 20) To record activities undertaken on quality assurance in the form of an annual report of Centre for Internal Quality Assurance.
- 21) It will be mandatory for Centre for Internal Quality Assurance to submit Annual Reports to the Statutory Authorities or Bodies of the Higher Educational Institution about its activities at the end of each academic session. A copy of report in the format as specified by the Commission, duly approved by the statutory authorities of the Higher Educational Institution shall be submitted annually to the Commission.

After enrolling in B.Com. Programme at Mangalayatan University in ODL mode, student will exhibit understanding in areas such as accountancy, business law, corporate law, finance, marketing which will instill in students the knowledge and capability of understanding the business world and economy. After completion of B.Com. Programme, student will participate in multiple functional areas of business.

Registrar
 Mangalayatan University
 Beswan, Aligarh

MANGALAYATAN UNIVERSITY, ALIGARH

**DIRECTORATE OF DISTANCE AND ONLINE
EDUCATION**



PROGRAMME PROJECT REPORT

BACHELOR OF BUSINESS ADMINISTRATION

(BBA)

2023-24

Registrar
Mangalayatan University
Beswan, Aligarh

Introduction

BBA is one of the most sought bachelor degree programmes after 12th standard. It includes complete knowledge of leadership and management. BBA degree allows the candidates to enter field of management. This degree enable the students with various aspects that are necessary for effective business management and essential for entrepreneurs and business managers. Bachelor in Business Administration also gives you a platform for pursuing courses like MBA. Whether you have done your school with arts or humanities or science, you are free to choose the BBA programme. The BBA is most popular and well-known program among the students. It prepares base for MBA program.

To do well in this field, students must possess leadership qualities, decision making skills, and good oral and written communication skills.

A. Program Mission and Objectives

Mission:

- To Impart quality education to meet national and global challenges.
- To blend theoretical knowledge with practical skills.
- To provide access to all sections of society to pursue higher education.
- To promote leadership qualities among students

Objectives:

- To provide adequate understanding about business dynamism among the students.
- To develop management skill sets necessary to harness the budding professionals to excel in this dynamic business world.
- To adapt to ever evolving dynamism in modern business world with an entrepreneurial mind set.

B. Relevance of the Program with HEI's Mission and Goals

The vision and mission of HEI, Mangalayatan University, Aligarh are:

Vision

To be an institution where the most formative years of a young mind are spent in the guided pursuit of excellence while developing a spirit of inquisitive questioning, an ability to excel in the pressure of a fast-changing professional world and desire to grow into a personality than a person in an environment that fosters strong moral and ethical values, teamwork, community service and environment consciousness.

Mission

- To be the enablers of the confluence of academic rigor and professional practicality.
- To bring global best practices to students through widespread use of technology.
- To empower our faculty to constantly develop new skills and excel professionally.
- To provide the best campus environment to the students and faculty with all facilities to nurture their interest.

BBA program of the University strives to realize its vision and mission by rectifying student centric issues on priority and also to empower local community with the help of various social clubs running in University like NSS, Kadam and Alumni association. The University Promotes Multidisciplinary and Allied research in various fields that supports and harnesses joyful learning environment. The goals of ODL program is to provide educational facilities to all qualified and willing persons who are unable to join regular courses due to personal or professional reasons. There are many potential learners who cannot afford to join regular courses due to professional responsibilities and personal commitments. For such cases distance BBA can be helpful in increasing knowledge base and skill up gradation.

The program aims to provide alternative path to wider potential learners who are in need of refresher courses to update their skills.

C. Nature of Prospective Target Group of Learners

Distance Education at Mangalayatan University (MU) shall target the working professional's executives as well as those who cannot attend a full-time program due to constraints. The candidates desirous of taking admission in BBA program shall have to meet the eligibility norms as follows-

- 1. To obtain admission in BBA program offered through ODL mode, the learner must have completed 10+2 in any stream.*
- 2. The learner must have pass at 10+2 examination.*

The ODL- BBA program offered by Mangalayatan University caters the needs of diverse groups of undergraduate learners from all disciplines located in diverse regions and social structures such as learners from a low level of disposable income, rural dwellers, women and minorities who have little access to formal institutions of higher learning.

D. Appropriateness of Programme to be conducted in ODL mode to acquire specific skills and competence

The University has identified the following program outcomes and program specific outcomes as acquisition of specific skills and competence for BBA Program.

Programme Outcomes (PO's)

PO1.Knowledge: Take informed actions after identifying the assumptions that frame our thinking and actions, checking out the degree to which these assumptions are accurate and valid, and looking at our ideas and decisions (intellectual, organizational, and personal) from different perspectives.

PO2.Effective Communication: Speak, read, write and listen clearly in person and through electronic media in English and in one Indian language, and make meaning of the world by connecting people, ideas, books, media and technology.

PO3.Social Interaction: Elicit views of others, mediate disagreements and help reach conclusions in group settings.

PO4. Effective Citizenship: Demonstrate empathetic social concern and equity centered national development, and the ability to act with an informed awareness of issues and participate in civic life through volunteering.

PO5. Ethics: Recognize different value systems including your own, understand the moral dimensions of your decisions, and accept responsibility for them.

PO6. **Environment and Sustainability:** Understand the issues of environmental contexts and sustainable development.

PO7. **Self-directed and Life-long Learning:** Acquire the ability to engage in independent and life-long learning in the broadest context socio-technological changes.

Programme Specific Outcomes

PSO1: To understand Business world.

PSO2: To help student's to explore practical application of managerial concepts.

PSO3: To develop student's with conceptual and analytical abilities for business world.

The University has managed care to introduce BBA program taking into consideration, 1, and 2, to maintain the quality and to face the competition at the National/International level.

E. Instructional Design

The program is divided into six semesters and minimum credit requirement is 120 to get BBA degree through ODL mode from Mangalayatan University. Minimum time period for acquiring BBA degree will be three years and maximum time (extended) period is six years.

Evaluation Scheme

Semester-I						
S.N.	Course Code	Course Name	Credit	Continuous Assessment Marks	Term End Exam Marks	Grand Total
				Max.Marks	Max.Marks	
1	MGO-1101	Principals of Management and Organizational Structure	4	30	70	100
2	MGO-1102	Business Statistics	4	30	70	100
3	MGO-1103	Financial Accounting	4	30	70	100
4	MGO-1104	Principles of Marketing	4	30	70	100
5	MGO-1105	Computer Applications in Business Management	4	30	70	100
Total			20	150	350	500

Semester-II						
S.N.	Course Code	Course Name	Credit	Continuous Assessment Marks	Term End Exam Marks	Grand Total
				Max.Marks	Max.Marks	
1	MGO-1201	Cost and Management Accounting	4	30	70	100
2	MGO-1202	Legal Aspects of Business	4	30	70	100
3	MGO-1203	Business Environment	4	30	70	100

4	MGO-1204	Retail Management	4	30	70	100
5	MGO-1205	Indian Economy	4	30	70	100
Total			20	150	350	500

Semester-III						
S.N.	Course Code	Course Name	Credit	Continuous Assessment Marks	Term End Exam Marks	Grand Total
				Max.Marks	Max.Marks	
1	MGO-2101	Human Resource Management	4	30	70	100
2	MGO-2102	Business Research	4	30	70	100
3	MGO-2103	Commodity and Stock Market	4	30	70	100
4	MGO-2104	Personality Development and Communication Skills	4	30	70	100
5	MGO-2105	Quantitative Techniques	4	30	70	100
Total			20	150	350	500

Semester-IV						
S.N.	Course Code	Course Name	Credit	Continuous Assessment Marks	Term End Exam Marks	Grand Total
				Max.Marks	Max.Marks	
1	MGO-2201	Business Policy & Strategy	4	30	70	100
2	MGO-2202	Financial Management	4	30	70	100
3	MGO-2203	Organizational Theory Design and Development	4	30	70	100
4	MGO-2204	Macroeconomics	4	30	70	100
5	MGO-2205	Investment Banking and Financial Services	4	30	70	100
Total			20	150	350	500

Semester-V						
S.N.	Course Code	Course Name	Credit	Continuous Assessment Marks	Term End Exam Marks	Grand Total
				Max.Marks	Max.Marks	
1	MGO-3101	Advertising and Brand Management	4	30	70	100

2	MGO-3102	Tax Planning	4	30	70	100
3	MGO-3103	Working Capital Management	4	30	70	100
4	MGO-3104	Project Management and Appraisal	4	30	70	100
5	MGO-3100	Summer Internship Project	4	30	70	100
Total			20	150	350	500

Semester-VI						
S.N.	Course Code	Course Name	Credit	Continuous Assessment Marks	Term End Exam Marks	Grand Total
				Max.Marks	Max.Marks	
1	MGO-3201	Digital Marketing	4	30	70	100
2	MGO-3202	Marketing of Services	4	30	70	100
3	MGO-3203	Training and Development	4	30	70	100
4	MGO-3204	Insurance & Risk Management	4	30	70	100
5	MGO-3200	Dissertation	4	0	100	100
Total			20	120	380	500

MOOCS

The University shall give flexibility in opting for MOOC (Massive Online Open Courses) by the students pertaining to the prescribed curriculum and also the credits earned in the MOOC courses may be dealt as part of the evaluation scheme as per UGC (Open and Distance Learning Programmes and Online Programmes) Regulations, 2020.

Syllabi and Course Materials

Syllabi, PPR and self-learning materials are developed mostly by experienced faculty members of Mangalayatan University in consultation with contents experts and the same will be forwarded to CIQA and BoS/Academic Council/ Executive Council for further suggestions and approval.

Faculty and Support Staff

The University has identified the requisite faculty and support staff as mandated by UGC and formally they shall be allocated the required positions from amongst the existing faculty exclusively for ODL mode or fresh appointments as per requirement, shall be initiated for which Letter of Intent have been issued to the prospective faculty and staff. The course material prepared by this university will be on par with any open university/Distance education centre in the country.

Semester-I

Course Name: Principles of Management and Organization Structure

Course Code: MGO-1101

Credits: 4

Course Objective: This course is designed to provide students understanding basic Principles and concept of Management. To provide an overview of the major functions of management. Emphasis is on planning, organizing, controlling, directing, and communicating.

Course Learning Outcomes

After completing the course, the student shall be able to:

Course Outcome	cognitive level
CO1: Demonstrate dynamics of business organizations and management practices.	Understand
CO2: Explain varied perspectives related to business environment and entrepreneurship.	Understand
CO3: Analyze how organizations adapt to an uncertain environment and decipher decision making techniques managers use to influence and control the internal environment.	Analyze
CO4: Analyze the relationship amongst functions of management	Analyze
CO5: Compare the change in working pattern of modern organizations.	Understand

Block I: Evolution of Management Thought

Unit 1: Classical School: F. W. Taylor: Scientific Management Theory, Classical Organization Theory

Unit 2: Fayol's Principles of Management, And Max Webers' Bureaucratic Model.

Unit 3: Behavioural School: Mary Parker Follet, Chester Bearnard, how throne Studies.

Block II: Management Function and Planning

Unit 4: Basics management functions, role of manager, Overview of Planning: Types of Plans & The planning process;

Unit 5: Decision making: Process, Types and Techniques

Unit 6: Control: Function, Process and types of Control

Block III: Organizing & Coordinating Work

Unit 7: Principles of organizing: Common Organizational structures.

Unit 8: Decentralization: Factors affecting the extent of decentralization

Unit 9: Delegation: Process and Principles of delegation.

Block IV: Ownership

Unit 10: Basic forms of Business Ownership;

Unit 11: Special forms of ownership: Franchising, Licensing, Leasing; choosing a form of Business ownership

Unit 12: Corporate Expansion: mergers and acquisitions, diversification, forward and backward integration, joint ventures, Strategic alliance.

Block V: Staffing

Unit 13: Concept of staffing - Recruitment and Selection.

Unit 14: Orientations; Training and Development.

Unit 15: Career Developments; Performance Appraisal.

Text Books:

1. Principal and Practice of Management: L.M. Prasad
2. Business Organisation & Management: Singh & Chhabra
3. Essentials of Management: Koontz 'O' Donnel
4. Functions and Process of Management: J. K. Jain

Web links

https://www.tutorialspoint.com/management_principles/management_principles_tutorial.pdf

<https://study.com/academy/lesson/organizational-structure-definition-types-examples.html>

<http://www.pearsoncanada.ca/media/highered-showcase/multi-product-showcase/robbins-ch05.pdf>

Course Name: Business Statistics

Course Code: MGO-1102

Credits: 4

Course Objective: The objective of course is to provide basic knowledge of quantitative methods and their commercial application for decision making in business.

Course Learning Outcomes

After completing the course, the student shall be able to:

Course Outcome	Cognitive Level
CO1 - Explain meaning, scope and functions of statistics and data processing.	Understand
CO2 – Apply various measurements of central tendency and dispersion.	Apply
CO3 - Describe Probability & Probability Distribution	Understand

CO4 - Describe relationship between two variables using concepts of correlation and regression and its use in identifying and predicting the variables.	Understand
CO5 - Explain patterns revealed by the time series data and to use it to make predictions for the future.	Evaluate

Block I: Introduction

Unit 1: Meaning, Characteristics, scope and function, limitations & misuse of statistics

Unit 2: Primary & secondary data, collection & editing of data

Unit 3: Classification, Frequency distribution and statistical series, Tabulation of data.

Block II: Measures of Central Tendency

Unit 4: Concept and properties of mathematical averages including arithmetic mean, geometric mean and harmonic mean.

Unit 5: Positional Averages including Mode and Median

Unit 6: Partition values - quartiles, deciles, and percentiles with graphic presentation.

Block III: Measures of Dispersion and Skewness

Unit 7: Measures of Dispersion: absolute and relative. Range, Quartile deviation, Mean deviation

Unit 8: Standard deviation, and their coefficients; Properties of standard deviation/variance.

Unit 9: Moments: Calculation and significance; Skewness: Meaning and Measurement (Karl Pearson and Bowley's measures); Kurtosis.

Block IV: Simple Correlation and Regression Analysis

Unit 10: Simple correlations – Kari Pearson formula in grouped and ungrouped. Data, Ranking method, con-current deviations method

Unit 11: Regression Analysis: Principle of least squares and regression lines; Regression equations and estimation

Unit 12: Properties of regression coefficients; Relationships between Correlation and Regression coefficients.

Block V: Time Series:

Unit 13: Meaning, Importance and Component of Time series

Unit 14: Additive model, Multiplication model, Measurement of Trend

Unit 15: Semi average method, Moving average method and Methods of Least squares.

Suggested Readings:

1. Anderson, Sweeney and William. Statistics for Students of Economics and Business.Cengage
2. Gupta, S.P. and Gupta, Archana. Statistical Methods. Sultan Chand and Sons, New Delhi.
3. Levin, Richard, David S. Rubin, Rastogi, and Siddqui. Statistics for management, Pearson Education.
4. Thukral, J.K., Business Statistics, Taxmann Publications
5. Vohra, N.D. Business Statistics, McGraw Hill.

Course Name: Financial Accounting

Course Code: MGO-1103

Credits: 4

Course Objective: The objective of this subject is to acquaint students with the accounting concepts, tools and techniques influencing business organizations.

Course Learning Outcomes

After completing the course, the student shall be able to:

Course Outcome	cognitive level
CO1: Define theoretical framework of accounting.	Remember
CO2: Explain accounting process and develop the skill of preparation of final accounts.	Understand
CO3: Develop understanding of accounting for hire purchase transactions and determine depreciation.	Apply
CO4 Illustrate branch and departmental accounting.	Understand
CO5: Develop the skill of preparation of Royalty Accounts.	Apply

Block I: Introduction

Unit 1: Conceptual Framework: Book keeping, Accounting & Accountancy, objectives, functions, advantage, limitations,

Unit 2: Accounting principle, Concepts and Conventions, Accounting Equations,

Unit 3: Introduction to Accounting Standards and Indian Accounting Standards (AS & Ind. AS).

Block II: Accounting Process

Unit 4: Journal, ledger, Cash Book, Trial Balance,

Unit 5: Preparation of Financial Statements of a profit making sole proprietorship trading firm with additional information

Unit 6: Preparations of Final Accounts.

Block III: Depreciation and Hire Purchase Accounting

Unit 7: Accounting for Plant Property and Equipment

Unit 8: Depreciation: Meaning of Depreciation, Objective and Methods of depreciation (Straight line, Diminishing Balance), Change of Method. (*Relevant accounting Standards as applicable*)

Unit 9: Hire Purchase Accounting: Calculation of Interest, Partial and Full Repossession, profit Computation (Stock & Debtors System only), Accounting for Installment System (Simple practical problems)

Block IV: Special Types of Accounting

Unit 10: Accounting for Branches (excluding foreign branches): Dependent branches (‘Debtors system’ and ‘Stock & debtors System’) and overview of Independent branches.

Unit 11: Departmental Accounting: Concept, Type of departments, Basis of allocation of departmental expenses

Unit 12: Methods of departmental accounting (Relevant accounting Standards as applicable)

Block V: Royalties Accounts

Unit 13: Royalty account, Minimum Rent,

Unit 14: Computation and recovery of Short working in the books of Land lord etc.

Unit 15: Practical questions

Books Recommended/Suggested Readings:

1. Goyal, Bhushan Kumar and H.N. Tiwari, Financial Accounting, Taxmann
2. Kumar, Alok. Financial Accounting, Singhal Publication.
3. Lt Bhupinder. Financial Accounting – Concepts and Applications, Cengage
4. Monga, J R. Financial Accounting: concept and Applications. Mayur paper Backs, New Delhi.

Course Name: Principles of Marketing

Course Code: MGO-1104

Credits: 4

Course Objective: This course aims to familiarize students with the marketing function in organizations. It will equip the students with understanding of the Marketing Mix elements and sensitize them to certain emerging issues in Marketing. The course will use and focus on Indian experiences, approaches and cases.

Course Learning Outcomes

After completing the course, the student shall be able to:

Course Outcome	cognitive level
CO1: Learn the basic concepts and principles of marketing and to develop their conceptual skill to be able to manage marketing operations of a business firm.	Understand
CO2: Describe the concept of segmentation and targeting	Understand
CO3: Demonstrate the complexities involved in various different ion and positioning decisions	Understand
CO4: Take effective decisions for launching new products and to understand the implications of different pricing strategies.	Apply

Block I: Introduction of Marketing

Unit 1: Introduction to Marketing: Definition of Marketing, Entities that can be marketed

Unit 2: Marketing from an organization's viewpoint

Unit 3: Types of markets, Difference between marketing and selling

Block II: Segmentation and Targeting

Unit 4: Concept of segmentation:

Unit 5: Bases for segmentation

Unit 6: Targeting, Targeting strategies

Block III: Differentiation and Positioning

Unit 7: Introductions to Differentiation and Positioning

Unit 8: Differentiated, Undifferentiated and Niche marketing

Unit 9: Differentiation parameters, Competition, Positioning

Block IV: Marketing Strategy – I: Product and Price

Unit 10: Meaning and levels of product: Product classification

Unit 11: Product mix concept, Brand and brand decisions

Unit 12: Introduction to Pricing, Pricing decisions

Block V: Marketing Strategy – II: Place and Promotion

Unit 13: Introduction to Distribution: Distribution channels

Unit 14: Channel design and management, Introduction to Promotion, Promotional vehicles,

Unit 15: Product life cycle

Books Recommended/Suggested Readings:

1. Etzel, M. J., Walker, B. J., Stanton, W. J., & Pandit, A. (2010). Marketing (14th ed.). McGraw Hill.
2. Kapoor, Neeru. Principles of Marketing PHI.
3. Kotler, P., Armstrong, G. and Agnihotri, P. (2018). Principles of Marketing (17th edition) Pearson Education. Indian edition.
4. Sharma, K., & Aggarwal S. (2018). Principles of Marketing. Taxmann's.

Course Name: Computer Applications in Business Management

Course Code: MGO-1105

Credits: 4

Course Objective: This is a basic paper for Business Administration students to familiarize with basic principles of computer system including computer arithmetic, hardware, operating system, software applications, internet and world-wide web and their applications in the relevant fields.

Course Learning Outcomes

After completing the course, the student shall be able to:

Course Outcome	Cognitive level
CO1 - Define the concept of Computer Fundamentals.	Remember
CO2 – Describe the conversion of one base to another base Number System.	Understand
CO3 - Explain the needs of hardware and software required for a computation task.	Understand
CO4 - Demonstrate the use of Operating system.	Understand
CO5 - Demonstrate how a document to be prepared and formatted.	Understand

Block I: Computer Basics

Unit 1: Introduction, Characteristics of a Computer, Evolution of Computer, Generations of Computer,

Unit 2: Classification of Computers, Applications of Computer, Computer Applications in various fields of Science and management,

Unit 3: Block Diagram of Digital Computers.

Block II: Number Systems & Software

Unit 4: Number System: Introduction, Classification of Number System, Types of Number System,

Unit 5: Conversions from One Base to Another, Conversion using Shortcut Method.

Unit 6: Software: Introduction, Definition & types of Software, Uses of smart-phone, Uses of ICT.

Block III: Hardware and Memory

Unit 7: Hardware: Introduction, Computer Peripherals Devices, Input and Output Devices with examples.

Unit 8: Memory: Introduction, Classification, Hierarchical Chart (Primary memory, Secondary memory,

Unit 9: RAM, ROM, PROM, EPROM, EEPROM).

Block IV: Operating System and DBMS

Unit 10: Operating System: Introduction, Functions of an Operating System,

Unit 11: Classification of Operating System (Multi-user, Multiprocessing, Multitasking, Real time).

Unit 12: DBMS: Introduction of database, Database Management System (DBMS), application of DBMS.

Block V: MS Office

Unit 13: MS Word: Introduction, Basic Formatting in MS Word, Advanced Formatting, Printing Documents, Print Preview.

Unit 14: MS Excel: Introduction, Workbook, Worksheet, Formatting in excel, Working with formulas, Printing worksheets.

Unit 15: MS PowerPoint: Introduction, Creating a Presentation, Basic Formatting in PowerPoint, Inserting charts, inserting tables, printing presentations.

Books Recommended/Suggested Readings:

1. Rajaraman, "Fundamentals of Computers", Prentice Hall of India, 3rd Edition.
2. Alexis Leon and Mathews Leon," Introduction to computers", Leon Techworld.
3. Yashwant Kanetkar "Unix Shell Programming" BPB.

Semester-II

Course Name: Cost and Management Accounting

Course Code: MGO-1201

Credits: 4

Course Objective: To acquaint the students with basic concepts used in cost and management accounting and various methods involved in cost ascertainment systems, and use of costing data for planning, control and decision making.

Course Learning Outcomes

After completing the course, the student shall be able to:

Course Outcome	Cognitive Level
CO1 - Describe thoroughly the conceptual framework of Cost Accounting; identification of differences between different financial and cost accounting.	Understand
CO2 – Discuss the cost concepts and elements of cost; preparation of cost sheet, contract costing, and reconciliation statement of cost and financial accounting.	Understand
CO3 – Explain the concept of management Accounting.	Understand
CO4 - Discuss the basic concepts Analysis and Interpretation of Financial Statements.	Understand
CO5 - Describe budgetary control system as a tool of managerial planning and control; ability to understand ratio analysis.	Apply

Block I: Cost Accounting

Unit 1: Introduction: Nature and scope of cost accounting;

Unit 2: Cost concepts and classification; methods and techniques

Unit 3: Installation of costing system; concept of cost audit.

Block II: Cost Ascertainment

- Unit 4:** Costing; job, batch and contract costing.
- Unit 5:** Operating costing; Process costing,
- Unit 6:** Reconciliation of cost and financial accounts.

Block III: Management Accounting

- Unit 7:** Definitions, Scope, Objectives, and Limitations;
- Unit 8:** Difference between Financial Accounting,
- Unit 9:** Cost Accounting and Management Accounting, Tools of management accounting, Role of Management Accountant

Block IV: Analysis and Interpretation of Financial Statements

- Unit 10:** Methods of analysis and interpretations,
- Unit 11:** Fund flow analysis and preparation of Fund Flow Statement;
- Unit 12:** Cash Flow Analysis and preparation of Cash Flow Statement

Block V: Budgets & Ratio Analysis

- Unit 13:** Definition, Necessity and kinds of Business Budgets,
- Unit 14:** Types of Budgets; Preparation of Flexible & Cash Budget Zero-base
- Unit 15:** Budgeting concept Ratio analysis: Nature, meaning, scope, advantages and classification of various ratios.

Books Recommended/Suggested Reading:

1. Drury- Management & Cost Accounting (Thomson Learning Books)
2. Kaplan- Advanced Management Accounting (Prentice Hall of India)
3. Gupta S. P. – Management Accountancy
4. Ghosh P.K.& Gupta G.S. – Fundamental of Management Accounting
5. Sharma R. K. & Gupta S. K. -Management Accounting, Principles & Practice
6. S.Kr. Paul-Management Accounting

Course Name: Legal Aspects of Business

Course Code: MGO-1202

Credits: 4

Course Objective: This course aims to acquaint students with general business laws issues to help them become more informed, sensitive and effective business leaders.

Course Learning Outcomes

After completing the course, the student shall be able to:

Course Outcome	cognitive level
CO1 Define basic aspects of contracts for making the agreements, contracts and subsequently enter valid business propositions.	Remember

CO2: Demonstrate legitimate rights and obligations under The Sale of Goods Act.	Understand
CO3: Explain negotiable instruments.	Understand
CO4: Make use of skills to initiate entrepreneurial ventures as LLP.	Apply
CO5: Explain the fundamentals of Internet based activities under the Information and Technology Act.	Understand

Block I: The Indian Contract Act, 1872

Unit 1: Contract – meaning, characteristics and kinds.

Unit 2: Essentials of valid contract - Offer and acceptance, consideration, contractual capacity, free consent, legality of objects.

Unit 3: Void agreements. Discharge of contract – modes of discharge including breach and its remedies. Quasi – contracts.

Block II: The Sale of Goods Act, 1930

Unit 4: Contract of sale, meaning and difference between sale and agreement to sell. Conditions and warranties.

Unit 5: Transfer of ownership in goods including sale by non-owners.

Unit 6: Performance of contract of sale. Unpaid seller – meaning and rights of an unpaid seller against the goods.

Block III: Negotiable Instrument Act (1981)

Unit 7: Definition of negotiable instruments, features, promissory note,

Unit 8: Bill of exchange and cheque, holder and holder in due course, crossing of a cheque,

Unit 9: Types of crossings, negotiation dishonor and discharge of negotiable instrument.

Block IV: The Limited Liability Partnership Act, 2008

Unit 10: Salient Features of LLP, Difference between LLP and Partnership,

Unit 11: LLP and Company LLP Agreement. Nature of LLP. Partners and Designated Partners. Incorporation Document Incorporation by Registration, Registered office of LLP and change therein.

Unit 12: Change of name. Partners and their Relations. Extent and limitation of liability of LLP and partners. Whistle blowing. Taxation of LLP. Conversion of LLP.

Block V: The Information Technology Act 2000

Unit 13: Definitions under the Act. Digital signature. Electronic governance. Attribution, acknowledgement

Unit 14: Dispatch of electronic records. Regulation of certifying authorities Digital signatures certificates.

Unit 15: Duties of subscribers. Penalties and adjudication. Offences.

Books Recommended/Suggested Readings:

1. Singh, Avtar. (2018). The Principles of Mercantile Law. Lucknow. Eastern Book Company.
2. Sharma, J.P. and Kanojia S. (2019). Business Laws. New Delhi. Bharat Law House Pvt. Ltd.

3. Tulsian P.C. (2018). Business Law. New Delhi. Tata McGraw Hill.
4. Jagota R. (2019). Business Laws. MKM Publishers Scholar Tech Press.

Course Name: Business Environment

Course Code: MGO-1203

Credits: 4

Course Objective: To enable the students to gain insights into various concepts which characterize the business environment of a business in every aspect.

Course Learning Outcomes

After completing the course, the student shall be able to:

Course Outcome	Cognitive Level
CO1 - Describe business environment and its importance	Understand
CO2 – Discuss on political and legal issues in business	Understand
CO3 - Elaborate knowledge on social beliefs, customs and cultural heritage.	Create
CO4 - Acquire knowledge on micro and macroeconomic concepts.	Apply
CO5 - Acquire knowledge on various national, international financial service and trade institutions.	Apply

Block I: Theoretical Framework of Business Environment

Unit 1: Concept of Indian Business Environment,

Unit 2: Significance, Nature, Elements & Dimensions;

Unit 3: Environmental Scanning and Monitoring.

Block II: Economic Trends (overview): Income

Unit4: Economic Trends (overview)

Unit 5: Income; Savings and investment; Industry

Unit 6: Trade and balance of Payments, Money; finance; Prices.

Block III: The Current Five Year Plan: Major Policies; Resource allocation

Unit 7: The Current Five Year Plan: Major Policies; Resource allocation,

Unit 8: Problems of Growth: Unemployment; Poverty;

Unit 9: Regional imbalances; Social injustice; inflation; Parallel economy; Industrial sickness.

Block IV: Role of Governments

Unit 10: Role of Government: Monetary and fiscal policy;

Unit 11: Industrial Policy; Industrial licensing,

Unit 12: Privatization; Devaluation; EXIM Policy.

Block V: International Environments & Institutions

Unit 13: International Environment: International trading environment (overview);

Unit 14: Trends in world trade and the problems of developing countries;

Unit 15: International economic institutions- GATT, WTO, UNCTAD, World Bank, IMF.

Books Recommended/Suggested Reading

1. Sundaram & Black: The International Business Environment; Prentice Hall.
2. Agarwal A.N.: Indian Economy; Vikas Publishing House.
3. Khan Farooq A: Business & Society; S. Chand
4. Dutt R. and Sundaram K.P.M.: Indian Economy; S.Chand
5. Mishra S,K, and Puri V.K.: Indian Economy; Himalaya Publishing House
6. Hedge Ian: Environmental Economics; Macmillan.

Course Name: Retail Management

Course Code: MGO-1204

Credits: 4

Course Objective: The primary objective of the course is to have students develop marketing competencies in retailing and retail consulting. The course is designed to prepare students for positions in the retail sector or positions in the retail divisions of consulting companies. Besides learning more about retailing and retail consulting, the course is designed to foster the development of the student's critical and creative thinking skills.

Course Learning Outcomes

After completing the course, the student shall be able to:

Course Outcome	Cognitive Level
CO1 - Describe the concept and related terms in retailing.	Understand
CO2 – Describe the ways retailers use marketing tools and techniques to interact with their customers.	Understand
CO3 - Describe various Design & Layout, Location Planning and its importance of store planning.	Understand
CO4 - Explain the operations-oriented policies, methods, Retail Marketing. Mix, CRM, Advertising in Retailing.	Evaluate

Block I: Retailing

Unit 1: Introduction to Retailing, Definition, Characteristics,
Unit 2: Evolution of Retailing in India, Retailing in India,
Unit 3: Emerging Trends in Retailing, Factors Behind the change of Indian Retail Industry.

Block II: Retail Formats, Retail Sales by ownership

Unit 4: Retail Formats: Retail Sales by ownership
Unit 5: Merchandise offered,
Unit 6: Non store Based retail mix & Nontraditional selling.

Block III: Store Planning and Design

Unit 7: Store Planning: Design & Layout,
Unit 8: Location Planning and its importance,
Unit 9: Retailing image mix, Effective Retail Space Management, Floor Space Management.

Block IV: Retail Marketing

Unit 10: Retail Marketing: Advertising & Sales Promotion,
Unit 11: Store Positioning, Retail Marketing. Mix,
Unit 12: CRM, Advertising in Retailing.

Block V: Retail Merchandising

Unit 13: Retail Merchandising: Buying function,
Unit 14: Markups & Markdown in merchandise management, shrinkage in Retail merchandise management.
Unit 15: Merchandise Pricing: Concept of Merchandise Pricing, Pricing Options, Pricing Strategies, Pricing Objectives, Types of Pricing.

Books Recommended/Suggested Readings:

1. Cullen & Newman: Retailing – Environment & Operations, Cengage Learning EMEA
2. Berman & Evarv: Retail Management, Perntice Hall.
3. Bajaj, Tuli & Srivastava: Retail Management- Oxford University Publications
4. Gibson G Vedamani: Retail Management: Functional principles & practices, Jaico Publishing House.
5. Harjit Singh: Retail Management, S. Chand Publication.

Course Name: Indian Economy

Course Code: MGO-1205

Credits: 4

Course Objective: To enable the students to grasp the current economic problems in India. To highlight the important economic sectors and challenges faced by them in the recent years.

Course Learning Outcomes

After completing the course, the student shall be able to:

Course Outcome	Cognitive level
CO1 - Describe the concept and related terms in Indian Economy.	Understand
CO2 – Describe the Basic Features of the Indian Economy at Independence	Understand
CO3 - Explain the planning and import substituting industrialization	Understand
CO4 - Classify of Growth, Development and Structural Change in different phases of growth and policy regimes across sectors and regions	Understand
CO5 - Determine Sectoral Trends.	Evaluate

Block I: Basic Issues in Economic Development

Unit 1: Concept and Measures of Development and

Unit 2: Underdevelopment;

Unit 3: Human Development

Block II: Basic Features of the Indian Economy at Independence

Unit 4: Composition of national income and

Unit 5: Occupational structure,

Unit 6: The agrarian scene and industrial structure

Block III: Policy Regimes

Unit 7: The evolution of planning and import substituting industrialization.

Unit 8: Economic Reforms since 1991.

Unit 9: Monetary and Fiscal policies with their implications on economy

Block IV: Growth, Development and Structural Change

Unit 10: The experience of Growth, Development and Structural Change in different phases of growth and policy regimes across sectors and regions.

Unit 11: The Institutional Framework: Patterns of assets ownership in agriculture and industry; Policies for restructuring agrarian relations and for regulating concentration of economic power;

Unit 12: Changes in policy perspectives on the role of institutional framework after 1991. Growth and Distribution; Unemployment and Poverty; Human Development; Environmental concerns. Demographic Constraints: Interaction between population change and economic development.

Block V: Sectoral Trends and Issues

Unit 13: Agriculture Sector

Unit 14: Industry and Services Sector.

Unit 15: Financial Sector

Books Recommended/Suggested Readings:

1. Mishra and Puri, Indian Economy, Himalaya Publishing House
2. IC Dhingra, Indian Economics, Sultan Chand & Sons
3. Gaurav Dutt and KPM Sundarum, Indian Economy, S. Chand & Company.
4. Bhagwati, J. and Desai, P. India: Planning for industrialization, OUP, Ch 2.

Semester- III

Course Name: Human Resource Management

Course Code: MGO-2101

Credits: 4

Course Objective: To enable the students to understand and comprehend the vital issues of HRM in a dynamic environment.

Course Learning Outcomes

After completing the course, the student shall be able to:

Course Outcome	Cognitive level
CO1: Describe basic nature and importance of human resource management.	Understand
CO2: Analyze the current theory and practice of recruitment and selection.	Analyze
CO3: Realize the importance of performance management system in enhancing employee performance.	Understand
CO4: Recommend actions based on results of the compensation analysis and design compensation schemes that are cost effective, that increase productivity of the workforce, and comply with the legal framework.	Apply
CO5: Discuss the role of modern HRM in meeting challenges of changing business environment.	Analyze

Block I: Introduction

Unit 1: Meaning, importance and scope of HRM;

Unit 2: Evolution of HRM; functions, status and competencies of HR manager;

Unit 3: Human Resource Planning - quantitative and qualitative dimensions; Job analysis—job description and job specification; HR Policies.

Block II: Recruitment, Selection & Development

Unit 4: Recruitment, selection, placement, induction, and socialization –

Unit 5: An overview; Developing Human Resources; Training – need, types, and evaluation;

Unit 6: Role specific and competency-based training.

Block III: Performance Appraisal

Unit 7: Performance appraisal- nature and objectives,

Unit 8: Methods of performance appraisal, potential appraisal & employee counseling;

Unit 9: Job changes—transfers and promotions; HR audit.

Block IV: Compensation

Unit 10: Job evaluation; Compensation—concept and policies,

Unit 11: Base and supplementary compensation,

Unit 12: Performance linked compensation—individual, group, and organisation level.

Block V: Employee Maintenance and Emerging Issues in HRM

Unit 13: Employee health and safety, employee welfare, Social security (excluding legal provisions);

Unit 14: Grievance handling and redressal; Industrial disputes and settlement machinery; Emerging issues

Unit 15: Challenges of HRM— employee empowerment, downsizing, work- life balance, use of technology in HRM functions.

Books Recommended/Suggested Readings:

1. Decenzo, D. A., & Robbins, S. P. (2011). Fundamentals of Human Resource Management India: Wiley.
2. Dessler, G. (2017). Human Resource Management. Pearson.
3. Muller-Camen, M., Croucher, R., & Leigh, S. (2016). Human Resource Management: A Case Study Approach. CIPD. Viva Books.
4. Pattanayak, B. (2018). Human Resource Management. Delhi. Prentice Hall of India.

Course Name: Business Research

Course Code: MGO-2102

Credits: 4

Course Objective: The objective is to create an awareness of the Process of Research, the tools and techniques of research and generation of reports.

Course Learning Outcome

After completing the course, the student shall be able to:

Course Outcome	Cognitive level
CO1: Describe meaning, scope and process of research.	Understand

CO2: Familiarize with research terminologies and various types of research design.	Understand
CO3: Get an insight into various scaling techniques and sources of data collection.	Apply
CO4: Get acquainted with various techniques of data analysis and its implications.	Analyze
CO5: Create enhanced Report writing skills	Apply

Block I: Research Formulation

Unit 1: Introduction, meaning of research,

Unit 2: Types; Role of research in important area and Process of Research;

Unit 3: Defining research Problems; Hypothesis Formulation.

Block II: Research Elaborated

Unit 4: Research Design- Exploratory;

Unit 5: Descriptive and Experimental; Research plan;

Unit 6: Concept of sample; various types of sampling techniques.

Block III: Data Collection

Unit 7: Methods of Data Collection:

Unit 8: Primary & Secondary,

Unit 9: Including Questionnaires & Schedule, Scaling Techniques.

Block: 1V Analysis of Data

Unit 10: Processing, editing & coding;

Unit 11: Analysis of Data by application of statistical tools and techniques;

Unit 12: Various kinds of charts and diagrams used in data analyses; Interpretation.

Block: V Report Writing

Unit 13: Contents & Types of reports; Characteristics of a good report;

Unit 14: Steps involved in report writing, Layout of the research report

Unit 15: Mechanics of report writing, Precautions for report writing, Role of computers in Research.

Books Recommended/Suggested Readings

1. Kothari CR- Research Methodology, New Age Publication
2. Panneerselvam R- Research Methodology (PHI)
3. Cooper, Donald, Schindler, Pamela- Business Research (TMH)
4. Bill Taylor, GautamSinha, TaposhGhoshal- Research Methodology (PHI)
5. Collis J and Hussey R - Business Research (Palgrave)

Course Name: Commodity and Stock Market

Course Code: MGO-2103

Credits: 4

Course Objective: The objective is to provide students with a conceptual framework of stock markets and commodity markets, functionaries in these markets and their mode of trading.

Course Learning Outcomes

After completing the course, the student shall be able to:

Course Outcome	Cognitive level
CO1 -Define Capital and Commodities Markets.	Remember
CO2 – Describe Stock Market History, Membership, and organization	Understand
CO3 - Explain the concepts of trading in Stock Market	Understand
CO4 – Describe Commodities Market, Future and Forward Options Markets.	Understand
CO5 - Demonstrate how Trading in Commodity Markets.	Understand

Block I: Introduction to Capital and Commodities Markets

Unit 1: An Overview of Capital and Commodities Markets, Primary Market, Secondary Market (Stock Market)

Unit 2: Depositories, Private Placements of Shares/Buyback of Shares, Issue Mechanism.

Unit 3: Meaning of Commodities and Commodities Market, Differences between Stock Market and Commodities Market.

Block II: Stock Market

Unit 4: Stock Market History, Membership, Organization, Governing Body

Unit 5: Functions of Stock Exchange, Online Trading, Role of SEBI, Recognized Stock Exchanges in India (Brief Discussion of NSE, BSE and Nifty).

Unit 6: Derivatives on Stocks: Meaning, Types (in Brief).

Block III: Trading in Stock Market

Unit 7: Trading in Stock Market Patterns of Trading and Settlement

Unit 8: Speculations – Types of Speculations – Activities of Brokers – Broker Charges – Settlement Procedure,

Unit 9: National Securities Depository Ltd. (NSDL), Central Securities Depository Ltd. (CSDL) (in Brief).

Block IV: Commodities Market

Unit 10: Commodities Market Evolution, Commodity Derivatives, Commodity Exchanges – Regional and National and International.

Unit 11: Functions, Role, Objectives and Types of Transactions in Commodity Market – Spot.
Unit 12: Future and Forward Options Markets.

Block V: Trading in Commodity Markets

Unit 13: Trading in Commodity Markets Patterns of Trading and Settlement,

Unit 14: Price Discovery, Efficiency of Commodity Markets

Unit 15: Size of Commodity Markets in India – Benefits of Commodity Markets.

Text Books:

1. H.R. Appannaiah, Mukund Sharma, Stock and Commodity Markets- Himalaya Publication House
2. C.B. Gopinath & Siji K. Stock and Commodity Markets, Vikas publication house

Course Name: Personality Development and Communication Skills

Course Code: MGO-2104

Credits: 4

Course Objective: To develop the skills of the professional undergraduate students for proper self-expression, social communication, spoken English, correct pronunciation, voice modulation and business etiquettes.

Course Learning Outcome

After completing the course, the student shall be able to:

Course Outcome	Cognitive level
CO1: Describe meaning, determinants and importance of personality development.	Understand
CO2: Familiarize with Personality Development Grooming.	Understand
CO3: Get an insight into Time management and Self-Analysis SWOT analysis.	Apply
CO4: Explore various forms of modern communication and Report writing skills.	Analyze
CO5: Familiarize with Leadership and How to face personal interview.	Apply

Block I: Personality

Unit:-1 The Introduction Personality meaning,

Unit:-2 Determinants- physical, intellectual, emotional, cultural Traits of personality,

Unit:-3 Importance of personality development.

Block II: Personality Grooming

Unit:-4 Personality Development Grooming, dress code, do's and don'ts,

Unit:-5 Social etiquettes,
Unit:-6 Self-confidence

Block III: SWOT

Unit:-7 Self-Analysis SWOT analysis,
Unit:-8 Creative thinking, Goal Setting,
Unit:-9 Time management, prioritizing work

Block IV: Communication

Unit:-10 Communication and its Importance Definition
Unit:-11 Process, and different types of communication Resume Writing, letter writing,
Unit:-12 Report writing, article writing and Creative writing

Block V: Leadership

Unit:-13 Leadership as a process Group discussions,
Unit:-14 Working in a team, class participation.
Unit:-15 Learning How to face personal interview

Text Books:

- 1 Basic Managerial Skills for All by E. H. McGrath, S. J., PHI
- 2 Personality Development and Soft Skill, Mitra, Barun, Oxford University Press.

Course Name: Quantitative Techniques

Course Code: MGO-2105

Credits: 4

Course Objective: To acquaint the students how to make better decisions in complex scenarios by the application of a set of advanced analytical methods. It couples theories, results and theorems of mathematics, statistics and probability with its own theories and algorithms for problem solving.

Course Outcome: At the end of the course student would be able to:

S. No.	Course Outcomes	Cognitive level
1.	Explain Introduction, Historical Background, Scope of Operations Research.	Understand
2.	Formulate and obtain the optimal solution for Linear Programming problems.	Apply
3.	Determine the optimal solution for Assignment problems and game theory.	Apply
4.	Determine the optimal solution for Sequencing Problem and Queuing Theory.	Apply

5.	Formulate Network models for service and manufacturing systems, and apply operations research techniques and algorithms to solve these Network problems	Apply
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Block I: Operations Research Introduction

Unit 1: Introduction, Historical Background, Scope of Operations Research,

Unit 2: Phases of Operations Research,

Unit 3: Types of Operations Research Models, Limitations of Operations Research

Block II: Linear Programming Problem & Transportation Problem

Unit 4: Linear programming: Mathematical formulations of LP Models for product-mix problems; graphical and simplex method of solving LP problems; duality.

Unit 5: Transportation problem: Various methods of finding Initial basic feasible solution- North West Corner Method.

Unit 6: Least Cost Method & VAM Method: Optimal solution-Stepping Stone & MODI Method, Maximization Transportation Problem.

Block III: Assignment Model & Game Theory

Unit 7: Assignment model: Hungarian Algorithm and its applications, Maximization Assignment Problem.

Unit 8: Game Theory: Concept of game; Two-person zero-sum game; Pure and Mixed Strategy Games; Saddle Point; Odds Method;

Unit 9: Dominance Method and Graphical Method for solving Mixed Strategy Game.

Block IV: Sequencing & Queuing Theory

Unit 10: Sequencing Problem: Johnsons Algorithm for n Jobs and Two machines, n Jobs and Three Machines, Two jobs and m - Machines Problems.

Unit 11: Queuing Theory: Characteristics of M/M/I Queue model; Application of Poisson

Unit 12: Exponential distribution in estimating arrival rate and service rate; Applications of Queue model for better service to the customers.

Block V: Replacement Problem & Project Management

Unit 13: Replacement Problem: Replacement of assets that deteriorate with time, replacement of assets which fail suddenly.

Unit 14: Project Management: Rules for drawing the network diagram,

Unit 15: Applications of CPM and PERT techniques in Project planning and control; crashing of operations.

Text Books:

- 1 R. Panneerselvam - Operations Research (PHI, 2nd Edition)
- 2 Sharma J K - Operations Research (Pearson, 3rd Edition)

Semester- IV

Course Name: Business Policy & Strategy

Course Code: MGO-2201

Credits: 4

Course Objective: To enable the students to gain insights into the structure and strategy which go in the making of an organization and how do the various analyses function.

Course Outcome: After completing the course, the student shall be able to:

Course Outcome	Cognitive Level
CO1 - Identify the Nature & importance of business policy & strategy.	Apply
CO2 – Describe the company’s external environment Environmental impact on organizations policy and strategy	Understand
CO3 - Explain the various competitive strategies.	Evaluate
CO4 - Analyze strategic analysis & choice, Strategic gap analyses, portfolio analyses.	Analyze
CO5 - Evaluate the Impact of structure, culture & leadership.	Evaluate

Block I: Nature & Importance of Business Policy & Strategy

Unit 1: Nature & importance of business policy & strategy: Introduction to the strategic management process and related concepts.

Unit 2: Characteristics of corporate, business & functional level strategic management decisions. Company’s vision and mission: need for a mission statement.

Unit 3: Criteria for evaluating a mission statement- Goal, Process & Input formulation of the mission statement-Drucker’s. Performance Area, Bennis’s Core Problem; formulation of mission statement.

Block II: Environmental Analysis & Diagnosis

Unit 4: Environmental Analysis & Diagnosis: Analysis of company’s external environment
Environmental impact on organizations policy and strategy,

Unit 5: organizations dependence on the environment, analysis of remote environment, analysis of specific environment- Michael E. Porter’s 5 Forces model; Internal analysis.

Unit 6: Importance of organization’s capabilities, competitive advantage and core competence, Michael E. Porter’s Value Chain Analysis.

Block III: Formulation of competitive strategies

Unit 7: Formulation of competitive strategies: Michael E. Porter’s generic competitive strategies, implementing competitive strategies- offensive & defensive moves.

Unit 8: Formulating Corporate Strategies: Introduction to strategies of growth, stability and renewal, Types of growth strategies – concentrated growth, product development, integration, diversification, international expansion (multi domestic approach, franchising, licensing and joint ventures),

Unit 9: Types of renewal strategies – retrenchment and turnaround. Strategic fundamentals of merger & acquisitions.

Block IV: Strategic Framework: Strategic Analysis & Choice

Unit 10: Strategic Framework: Strategic analysis & choice, Strategic gap analyses, portfolio analyses,

Unit 11: BCG, GE, product market evolution matrix, experience curve, directional policy matrix, life cycle portfolio matrix,

Unit 12: Grand strategy selection matrix; Behavioural considerations affecting choice of strategy; Culture and Strategic.

Block V: Leadership: Implementing & operationalizing Strategic Choice

Unit 13: Leadership: Implementing & operationalizing strategic choice, Impact of structure,

Unit 14: Culture & leadership, functional strategies & their link with business level strategies,

Unit 15: Balanced Score Card; Introduction to Strategic control & evaluation, Strategic surveillance.

Books Recommended/Suggested Readings

1. J.A. Pearce & R.B. Robinson: Strategic Management formulation implementation and control, TMH
2. Arthur A. Thompson Jr. & A.J Strickland III: Crafting and executing strategy, TMH

Course Name: Financial Management

Course Code: MGO-2202

Credits: 4

Course Objective: This course aims to acquaint students with the techniques of financial management and their applications for business decision making.

Course Learning Outcomes

After completing the course, the student shall be able to:

Course Outcome	cognitive level
CO1 - Explain the nature and scope of financial management as well as time value of money and risk return trade off.	Remember
CO2 – Analyze capital budgeting process and capital budgeting techniques	Analyze
CO3 - Estimate various capital structure theories and factors affecting capital structure decisions in a firm	Understand

CO4 - Critically examine various theories of dividend and factors affecting dividend policy	Understand
CO5 - Evaluate working capital requirement	Evaluate

Block I: Introduction

Unit 1: Nature, scope and objectives of financial management

Unit 2: Time value of money

Unit 3: Risk and Return.

Block II: Capital Budgeting

Unit 4: The Capital Budgeting Process, Cash Flow Estimation

Unit 5: Payback Period Method, Accounting Rate of Return

Unit 6: Net Present Value (NPV), Net Terminal Value, Internal Rate of Return (IRR), Profitability Index method.

Block III: Cost of Capital and Financing Decision

Unit 7: Sources of long-term financing, Estimation of components of cost of capital, Method for Calculating Cost of Equity, Cost of Retained Earnings

Unit 8: Cost of Debt and Cost of Preference Capital, Weighted Average Cost of Capital (WACC) and Marginal Cost of Capital.

Unit 9: Capital Structure- Theories of Capital Structure, Operating, Financial and Combined Leverage, EBITEPS, Analysis. Determinants of Capital Structure.

Block IV: Dividend Decision

Unit 10: Theories for relevance and irrelevance of dividend decision for corporate valuation

Unit 11: Walter's Model, Gordon's Model, MM Approach

Unit 12: Forms of dividend payment and Determinants of Dividend policy.

Block V: Working Capital Decision

Unit 13: Concepts of Working Capital, Operating & Cash Cycles,

Unit 14: Sources of short-term finance,

Unit 15: Working capital estimation, cash management, receivables management, inventory management.

Books Recommended/Suggested Readings

1. Pandey, I M. Essentials of Financial Management. Vikas Publications.
2. Rustagi, R.P. Basic Financial Management, Sultan Chand, New delhi
3. Singh, J.K. Financial Management- Theory & Practice, Galgotia Publishing Company.
4. Singh, Surender and Kaur, Rajeev, Basic Financial Management, Scholor Tech Press New Delhi.

Course Name: Organizational Theory Design and Development

Course Code: MGO-2203

Credits: 4

Course Objective: to provide students with the most up-to-date and contemporary treatment of the way managers attempt to increase organizational effectiveness.

Course Learning Outcomes

After completing the course, the student shall be able to:

Course Outcome	Cognitive Level
CO1 - Identify the basic concept organizational development.	Apply
CO2 – Discuss the component of OD.	Understand
CO3 - Describe Organizational Culture.	Analyze
CO4 - Explain Organizational strategies for Change.	Evaluate
CO5 – Discuss the Models of Organizational Decision making.	Evaluate

Block I: Organization & Its Environment

Unit 1: Meaning of Organization, Need for existence, Organizational Effectiveness, Creation of Value

Unit 2: Measuring Organizational Effectiveness, External Resources Approach, Internal Systems

Unit 3: Approach and Technical approach, HR implications.

Block II: Organizational Design

Unit 4: Determinants, Components, Types, Basic Challenges of design, Differentiation, Integration, Centralization, Decentralization, Standardization, Mutual adjustment- Mechanistic and Organic Structures.

Unit 5: Technological and Environmental Impacts on Design.

Unit 6: Importance of Design, Success and Failures in design, Implications for Managers.

Block III: Organizational Culture

Unit 7: Understanding Culture, Strong and Weak Cultures

Unit 8: Types of Cultures, Importance of Culture, Creating and Sustaining Culture

Unit 9: Culture and Strategy, Implications for practicing Managers.

Block IV: Organizational Change

Unit 10: Meaning, Forces for Change, Resistance to Change, Types and forms of change

Unit 11: Evolutionary and Revolutionary change, Change process -Organization Development

Unit 12: HR functions and Strategic Change Management - Implications for practicing Managers.

Block V: Organization Evolution And Sustenance

Unit 13: Organizational life cycle, Models of transformation

Unit 14: Models of Organizational Decision making

Unit 15: Organizational Learning – Innovation, Intrapreneurship and Creativity-HR implications

Text Books

1. Aquinas P.G, Organization Structure and design, Excel Books, New Delhi. 2008
2. Bhupen Srivastava, Organizational Design and Development: Concepts application, Biztantra, 2007.

Course Name: Macro Economics

Course Code: MGO-2204

Credits: 4

Course Objective The objective of this course is to provide knowledge about the principles of macroeconomics to students.

Course Outcome: At the end of the course, student would be able to:

Course Outcome	Cognitive level
CO1: Demonstrated understanding of nature and scope of Macro Economics.	Understand
CO2: Elaborate various concepts of measurement of National Income.	Understand
CO3: Demonstrate understanding of classical and Keynesian theory of unemployment.	Understand
CO4: Elaborate different theories of demand and supply of money .	Analyze
CO5: Elucidate causes and effects of different types of inflation and trade-off between inflation and unemployment.	Apply

Block I: Introduction

Unit 1: Macro Economics – Meaning Nature and scope,

Unit 2: Importance and Limitations of Macro Economics,

Unit 3: Differences between micro and macro Economics.

Block II: National Income

Unit 4: Concepts and Measurement of National Income,

Unit 5: Circular flow of National Income and expenditure –

Unit 6: Two sector Model, Three Sector Model, Difficulties in Measuring National Income.

Block III: Output and Employment

Unit 7: Classical theories of employment, Keynesian theory of employment- aggregate demand function,
Unit 8: Principle of effective demand, Consumption function – concept, Keynesian Psychological law of consumption, Average and marginal propensity to consume.
Unit 9: Investment function- Concept and Marginal efficiency of investment.

Block IV: Demand For Money and Supply of Money

Unit 10: Demand for money- Quantity Theory of Money (Fisher’s Transactions approach)
Unit 11: Keynesian theory of demand for money, Baumol-Tobin Transaction approach, Tobin’s Portfolio
Unit 12: Balance approach, Supply of money- Measures of money supply by RBI, Money multiplier.

Block V: Inflation, Unemployment and Labor Market

Unit 13: Inflation-Causes and effects, Demand pull and cost push inflation, Measures to control inflation.
Unit 14: Social costs of inflation, Unemployment – Natural rate of unemployment, Frictional and wait unemployment.
Unit 15 : Labour market and its interaction with production system, Phillips curve, Trade- off between inflation and unemployment, Sacrifice ratio.

Books Recommended/Suggested Readings:

1. Dr. Raj kumar & Prof Kuldeep Gupta, Modern Macroeconomics “Theory and Policy”, UDH Publishers, 1st edition, 2010.
2. Branson, William H. Macroeconomic Theory and Policy. HarperCollins India Pvt. Ltd.
3. Deepashree. Principles of Macroeconomics. Scholar Tech Press. Ed. 2017.
4. Dornbusch, Rudiger, Stanley Fischer and Richard Startz, Macroeconomics, McGraw Hill Education; Twelfth edition, 2018

Course Name: Investment Banking and Financial Services

Course Code: MGO-2205

Credits: 4

Course Objective The objective of this paper is to know the different aspects of Investment banking, mergers and acquisition and the detailed SEBI guidelines on issue management.

Course Learning Outcomes

After completing the course, the student shall be able to:

Course Outcome	Cognitive level
CO1 - Discuss of Indian Financial System.	Understand
CO2 – Discuss the SEBI guidelines.	Understand

CO3 - Explain concept of Issue Management	Understand
CO4 - Define concept of Venture Capital	Understand
CO5 - Examine the Credit Ratings agencies and their methodology	Analyze

Block I: Introduction to Indian Financial System

Unit 1: Introduction: An Overview of Indian Financial System,

Unit 2: Investment Banking in India, Recent Developments and Challenges ahead,

Unit 3: Institutional structure and Functions of Investment / Merchant Banking.

Block II: Lead Managers

Unit 4: SEBI guidelines for Merchant Bankers,

Unit 5: Registration, obligations and responsibilities of Lead Managers,

Unit 6: Regulations regarding Continuance of association of lead manager with an issue.

Block III: Issue Management

Unit 7: Public Issue: classification of companies, eligibility, issue pricing, promoter's contribution, minimum public offer, prospectus,

Unit 8: Allotment, preferential allotment, private placement, Book Building process, designing and pricing

Unit 9: Right Issue: promoter's contribution, minimum subscription, advertisements, contents of offer document.

Block IV: Venture Capital

Unit 10: Concept, history and evolution of VC,

Unit 11: Venture investment process,

Unit 12: Various steps in venture financing, incubation financing.

Block V: Credit Ratings

Unit 13: Introduction, types of credit rating, advantages and disadvantages of credit ratings, Credit rating agencies and their methodology,

Unit 14: International credit rating practices.

Unit 15: Securitization: concept, securitization as a funding mechanism, Securitization in India.

Text Books:

1. M.Y. Khan: Financial Services, Tata McGraw –Hill.
2. Machiraju: Indian Financial System, Vikas Publishing House

Semester- V

Course Name: Advertising and Brand Management

Course Code: MGO-3101

Credits: 4

Course Objective: To equip the students with the nature, purpose & complex constructions in the planning and execution of a successful advertising program. The course will expose student to issues in brand management, faced by firms operating in competitive markets.

Course Learning Outcomes

After completing the course, the student shall be able to:

Course Outcome	Cognitive Level
CO1 - Understand the need, importance and classification of advertising in marketing .	Understand
CO2 – Familiar with how to advertising works.	Understand
CO3 - Understand effective design and implementation of advertising strategies	Understand
CO4 - Understand the concept of brand management.	Understand
CO5 - Develop an understanding about designing and implementing brand strategies.	Apply

Block I: Advertising Need & Importance

Unit 1: Advertising need & importance: Definition & growth of modern advertising,

Unit 2: Advertising & the marketing mix, types & classification of advertisement, advertising spiral; Social & economic aspects of advertising;

Unit 3: Marketing communication models: AIDA, hierarchy of effect, innovation adoption model, action first model, quick decision model; Planning framework of promotional strategy.

Block II: How Advertising Works: Exposure, Salience, Familiarity

Unit 4: How advertising works

Unit 5: Developing brand personality

Unit 6: Art & layout of an advertisement.

Block III: Media Planning & Scheduling

Unit 7: Media planning & scheduling: Introduction to broadcast & non -broadcast media;

Unit 8: Budgeting decision rule: percentage of sales method, objective to task method, competitive parity, & all you can afford;

Unit 9: Key factors influencing media planning; Media decisions: media class, media vehicle & media option; Scheduling: flighting, pulsing, & continuous, Management of sales promotion.

Block IV: Introduction to Brands and Brand Management

Unit 10: Introduction to brands and brand management, Concept of a brand, brand evolution,

Unit 11: Branding challenges and opportunities, Strategic brand management process,

Unit 12: Brand building, brand positioning and values brand repositioning.

Block V: Designing and Implementing Brand Strategies

Unit 13: Designing and implementing brand strategies; Brand extension.

Unit 14: Brand hierarchy Kapfrer. Brand equity, brand personality,

Unit 15: Brand image, managing brands overtime. Integrating advertising and brand management

Books Recommended/Suggested Readings

1. Aaker, Myers &Batra : Advertising Management , Prentice Hall.
2. Wells, Moriarity & Burnett : Advertising Principles & practices , Prentice Hall.
3. Kleppner’s Advertising Procedure: W.Ronald Lane, kane Whitehill king and J.
4. Thomas Russell, Pearson Education.
5. George E.Belch& Michael A. Balch : Advertising and Promotion, TMH

Course Name: Tax Planning

Course Code: MGO-3102

Credits: 4

Course Objective: To introduce students to the basic concepts taxes planning under income- tax. To help them to apply the provisions and compute the total income and tax liability under various heads.

Course Learning Outcomes

After completing the course, the student shall be able to:

Course Outcome	Cognitive Level
CO1 - Describe the basic concepts tax planning.	Understand
CO2 – Describe the basic concepts in the law of income tax and determine the residential status of different persons.	Apply
CO3 - Identify the five heads in which income is categorised and to compute income under the heads ‘Salaries’ and ‘Income from House Property’.	Apply
CO4 - Compute income under the head ‘ Profits and gains of business or profession’, ‘Capital gains’ and ‘Income from other sources’	Apply
CO5 - Compute tax liability of individuals.	Apply

Block I: Introduction to Tax Planning

Unit 1: Meaning of Tax Planning, Objectives and importance of Tax Planning;

Unit 2: Types of Tax planning,
Unit 3: Tax Evasion and Tax Avoidance

Block II: Income Tax Concepts

Unit 4: Previous Year, Assessment Year, Person, Assesse, Income (including agricultural income), Gross Total Income, Total Income;
Unit 5: Income which do not form part of total income,
Unit 6: Residential Status and their incidence of tax.

Block III: Computation of Income –I

Unit 7: Computation of Income under the head Salary
Unit 8: Computation of Income under the head House Property
Unit 9: Retirement Benefits

Block IV: Computation of Income -II

Unit 10: Computation of Income under the Head Profits and gains from Business or Profession,
Unit 11: Capital gains
Unit 12: Income from other sources.

Block V: Computation of Total Income and Tax Liability

Unit 13: Clubbing of Income,
Unit 14: Set-off and carry-forward of losses,
Unit 15: Deductions from gross total income as applicable to an individual and Business Units;
Computation of total income and tax liability of an individual.

Text Books:

1. V.B. Gaur & Narang, “Income Tax Law And Practice”, Kalayani Publishers, 2001.
2. T.S. Reddy & Y. Hari Prasad Reddy, “Income Tax Law and Practice” Margham Publications, 2008.
3. Dr Vinod K. Singhania, “Income Tax Law and Practice”, Taxmann Publications Pvt. Limited, 2005.
4. V. Bala Chandran, S. Thothadri, “Taxation Law and Practice”, Published by Asoke K. Ghosh, PHI Learning Private Limited, Volume 1, 2003

Course Name: Working Capital Management

Course Code: MGO-3103

Credits: 4

Course Objective: To enable the students to develop understanding about working capital management and its functioning in businesses.

Course Learning Outcomes

After completing the course, the student shall be able to:

Course Outcome	Cognitive level
CO1: Describe the conceptual framework of working capital have an understanding the components of working capital.	Understand
CO2: Define cash management and Optimal Cash Balance	Demonstrate
CO3: Explain objectives of Receivables Management and credit policy.	Understand
CO4: Demonstrate Inventory Management and Inventory Control Systems	Understand
CO5: Identify sources of finance for Working Capital.	Apply

Block I: Introduction

Unit 1: Concepts of Working Capital, Components of Current Assets,

Unit 2: Permanent and Variable Working Capital, Determinants of Working Capital,

Unit 3: Estimating Working Capital Needs, Currents Assets Financing Policy, Operating and Cash Conversion Cycle.

Block II: Cash Management

Unit 4: Facets of Cash Management, Motives for Holding Cash,

Unit 5: Factors Determining Cash Needs, Cash Budgeting, Long – term Cash Forecasting, Managing.

Unit 6: Cash Collections and Disbursements, Optimal Cash Balance, Investment of Surplus Cash. Case Study.

Block III Receivables Management

Unit 7: Objectives, Credit Policy: Nature and Goals,

Unit 8: Optimum Credit Policy, Credit Policy Variables,

Unit 9: Credit Evaluation, Credit Granting Decisions, Collection Policy, Factoring. Case Study.

Block IV Inventory Management

Unit 10: Nature of Inventories, Need to Hold Inventories,

Unit 11: Objectives of Inventory Management, Inventory Management Techniques,

Unit 12: Analysis of Investment in Inventory, Inventory Control Systems.

Block V Working Capital Finance

Unit 13: Accruals, Trade Credit and other current liabilities,

Unit 14: Working Capital Advance by Commercial Banks, Regulation of Bank Finance, Public Deposits, Inter-corporate Deposits,

Unit 15: Short-term Loans from Financial Institutions, Commercial Paper.

Books Recommended/Suggested Readings:

1. V. K. Bhalla, Working Capital Management: Text and Cases, New Delhi: Anmol Publisher, 2008.
2. M .Y. Khan and P. K. Jain, Financial Management - Text, Problems and Cases, New Delhi: Tata McGraw Hill, 2009
3. Hrishikesh Bhattacharya, Working Capital Management: Strategies and Techniques, New Delhi: Prentice Hall of India Private Ltd, 2009.

Course Name: Project Management and Appraisal

Course Code: MGO-3104

Credits: 4

Course Objective: To explain identification of a project, feasibility analysis including market, technical and financial appraisal of a project. Understand the relevance of alternative project appraisal techniques, financial structuring and financing alternatives. This course intends to involve students to apply appraisal techniques for evaluating live projects.

Course Learning Outcomes

After completing the course, the student shall be able to:

Course Outcome	Cognitive level
CO1: Explain the concept and attributes of projects, project management system, process and its principles	Remember
CO2: Perform technical feasibility, marketing feasibility and commercial viability using NPV, and further to understand tax and legal aspects of a project.	Understand
CO3: Analyse project appraisal in public & private sector and estimate shadow prices and social discount rate.	Analyze
CO4: Examine project risk and performance assessment.	Analyze
CO5: Evaluate project management techniques using case studies.	Evaluate

Block I: Introduction

Unit 1: Concept and attributes of Project, Identification of Investment opportunities, Project life cycle, Role of Project Manager,

Unit 2: Project Management Information System, Project Management Process and Principles,

Unit 3: Relationship between Project Manager and Line Manager, Project Stakeholder Analysis. Project Planning, Monitoring and Control of Investment Projects. Pre-Feasibility study.

Block II: Project Preparation

Unit 4: Technical Feasibility, Marketing Feasibility, Financial Planning: Estimation of Costs and Funds (including sources of funds),

Unit 5: Loan Syndication for the Projects, Demand Analysis and Commercial Viability (brief introduction to NPV),

Unit 6: Project budget, Collaboration Arrangements, Tax considerations and legal aspects.

Block III: Project Appraisal

Unit 7: Business Criterion of Growth, Liquidity and Profitability,

Unit 8: Social Cost Benefit Analysis in Public and Private Sector,

Unit 9: Investment Criterion and Choice of techniques, Estimation of Shadow prices and Social discount rate.

Block IV: Project Risk and Performance Assessment

Unit 10: Project Risk Management,

Unit 11: Identification, Analysis and Reduction, Project quality management,

Unit 12: Project Performance Measurement and Evaluation, Project Report, Project Closure and Audit.

Block V: Issues in Project Planning and Management, Techniques & Case Studies

Unit 13: Cost and Time Management issues in Project Planning and Management.

Unit 14: Techniques (PERT & CPM).

Unit 15: Two Case Studies in Project Management

Books Recommended/Suggested Readings:

Chandra. Prasanna. Project Preparation, Appraisal and Implementation. Tara McGraw Hill. Gido, Jack,. And Clements, James P. Project Management. Cengage Learning.

Gray, Clifford F., Larson, Eric W., and Desai, Gautam V. Project Management: The Managerial Process. McGraw Hill Education.

Semester: VI

Course Name: Digital Marketing

Course Code: MGO-3201

Credits: 4

Course Objective: To help students understand digital marketing practices, inclination of digital consumers and role of content marketing.

Course Learning Outcomes

After completing the course, the student shall be able to:

Course Outcome	Cognitive Level
CO1 - Describe the concept, scope, and importance of digital marketing.	Understand

CO2 – Describe how marketers think, conceptualize, test continuously to optimise their product search on digital platforms.	Understand
CO3 - Illustrate how the effectiveness of a digital marketing campaign can be measured	Understand
CO4 - Demonstrate their skills in digital marketing tools such as SEO, Social media, and Blogging for engaging the digital generation.	Understand
CO5 - Appreciate the need for regulatory framework for digital marketing in India.	Evaluate

Block I: Introduction

Unit 1: Concept, scope, and importance of digital marketing.

Unit 2: Traditional marketing versus digital marketing.

Unit 3: Challenges and opportunities for digital marketing. Digital penetration in the Indian market. Digital marketing landscape: an overview.

Block II: Digital Marketing Management

Unit 4: Digital-marketing mix. Segmentation, Targeting, Differentiation, and Positioning: Concept, levels, and strategies in a digital environment.

Unit 5: Digital technology and customer-relationship management.

Unit 6: Digital consumers and their buying decision process.

Block III: Digital Marketing Presence

Unit 7: Concept and role of Internet in marketing. Online marketing domains.

Unit 8: The P.O.E.S-M framework. Website design and Domain name branding. Search engine optimization: stages, types of traffic, tactics.

Unit 9: Online advertising: types, formats, requisites of a good online advertisement. Buying models. Online public relation management. Direct marketing: scope and growth. E-mail marketing: types and strategies.

Block IV: Interactive Marketing

Unit 10: Interactive marketing: concept and options. Social media marketing: concept and tools.

Unit 11: Online communities and social networks. Blogging: types and role.

Unit 12: Video marketing: tools and techniques. Mobile marketing tools. PPC marketing. Payment options.

Block V: Ethical and Legal Issues

Unit 13: Ethical issues and legal challenges in digital marketing.

Unit 14: Regulatory framework for digital marketing in India.

Unit 15: Contemporary Discussion in classroom.

Books Recommended/Suggested Readings

1. Chaffey, D, F.E. Chadwick, R. Mayer, and K. Johnston (2015). Internet Marketing: Strategy, Implementation and Practice. Pearson India

2. Frost, Raymond D., Alexa Fox, and Judy Strauss (2018). E- Marketing. Routledge
3. Gupta, Seema (2018). Digital Marketing. McGraw Hill Education (India) Private Ltd.
4. Kapoor, Neeru. E-Marketing, Pinnacle learning

Course Name: Marketing of Services

Course Code: MGO-3202

Credits: 4

Course Objective: The course is designed to equip students with the knowledge of marketing of all types of services.

Course Outcome: At the end of the course student would be able to

S. No.	Course Outcomes	Cognitive level
1	Explains the basic concepts about services.	Understand
2	Define the marketing mix in terms of service sector.	Understand
3	Expresses scales related service quality and productivity.	Apply
4	Identify various Strategies in services marketing	Analyze
5	Acquire knowledge of recent trends in marketing of services.	Understand

Block I: Introduction of Services Marketing

Unit 1: Services Marketing, concept, characteristics of services, service marketing triangle, purchase process of service marketing, challenges of services.

Unit 2: Goods V/S services marketing

Unit 3: Consumer behaviour, positioning a service in Marketplace.

Block II: Service Delivery

Unit 4: Service product price mix, promotion and communication mix, Place / distribution of services people, Physical evidence.

Unit 5: Branding of services problem and solutions

Unit 6: Options for Service Delivery.

Block III: Service quality and productivity

Unit 7: Improving service quality and productivity

Unit 8: Service quality GAP model, Benchmarking, Measuring service quality

Unit 9: Defining productivity improving productivity.

Block IV: Strategies in services marketing

Unit 10: International and global strategies in services marketing

Unit 11: Factors favouring transactional strategy,

Unit 12: Elements of transactional strategy.

Block V: Recent trends in marketing of services

Unit 13: Recent trends in marketing of services

Unit 14: Ethics in service marketing

Unit 15: Unethical practices in service sector

Books Recommended/Suggested Reading

1. Verma H.V.: Marketing of Services , Global Business Press. New Delhi.
2. Nargundhar: Services Marketing Tata McGraw-Hill New Delhi
3. Rao: Services Marketing Pearson, New Delhi
4. Verma: Services Marketing Pearson, New Delhi

Course Name: Training and Development

Course Code: MGO-3203

Credits: 4

Course Objective: The objective of the course to orient the students of management towards the art and science of influence and Leadership in organizations.

Course Learning Outcomes

After completing the course, the student shall be able to:

Course Outcome	Cognitive level
CO1 - Describe the concept of training and development to companies.	Understand
CO2 – Explain the various methods of training and development.	Understand
CO3 - Describe the steps of executive development programs.	Understand
CO4 - Evaluate the effectiveness of training and development programmes.	Evaluate
CO5 - Evaluate the emerging trends in training and development field.	Evaluate

Block I: Introduction

Unit 1: Training and Development- concept, rationale and nature; Training, Learning and Development interface;

Unit 2: Theories of management training and development and practical application of these theories in today's organizations;

Unit 3: Training needs assessment- meaning and purpose, different levels, various approaches, outputs, methods used in training needs assessment; Training and development as source of competitive advantage.

Block II: Training and Development Methodologies

Unit 4: Training– process and methods; Human re-engineering; Principles of learning; Individual differences in learning, learning process.

Unit 5: Learning curves, workmen training, re-training, government initiatives, self-directed work teams; Use of audio-visual aids in training; Computer aided instructions- distance learning, open learning, e-Learning; Technologies convergence and multimedia environment;

Unit 6: Development techniques for enhancing decision–making and interpersonal skills- case-study, in-basket exercise, special projects, multiple management Programme learning, action learning, syndicate work, games, action maze, role play.

Block III: Executive Development

Unit 7: Importance of executive development, steps in organization of a management development program/ executive development program, methods/ techniques of management development program;

Unit 8: Role of development officers, administrators, consultants, designers and instructors.

Unit 9: Trends towards performance management and its impact on training professionals.

Block IV: Evaluation of Training and Development

Unit 10: Reasons for evaluating training and development programs, problems in evaluation; Evaluation planning and data collection- statistical methods;

Unit 11: Use of appropriate training and development software packages; Different evaluation frameworks, problems of measurement and evaluation, effective training follow-up;

Unit 12: Costing of training, measuring costs and benefits of training program, obtaining feedback of trainees; Kirkpatrick model of training effectiveness; Training issues resulting from the external environment and internal needs of the company; L&D practices of 5 prominent corporations.

Block V: Emerging Trends in Training and Development

Unit 13: Career development and planning; Career development programmes and counseling; Group projects; Training for international assignments;

Unit 14: Gamification, team training and six sigma training; Electronic Enabled Training Systems (EETS)- concept and types, benefits and challenges in using EETS, concerns in implementation.

Unit 15: EETS- availability, incorporation, extension, and learning renewals for EETS, use of EETS and its up scalability, follow up activities; Training and development initiatives of some selected companies from private and public sectors and MNCs.

Books Recommended/Suggested Readings:

1. Blanchard, P. N., Thacker, J. W., & Ram, V. A. Effective Training: Systems Strategies, and Practices. Dorling Kindersley (India) Pvt. Ltd.
2. Kumar, M., & Talwar, P. Human Resource Development. APH Publishing Corporation.
3. Lynton, R., & Pareek, U. Training for Development. New Delhi: Vistaar.
4. Noe, R. A., & Kodwani, A. D. (2012). Employee Training and Development (5th Edition ed.). Tata McGraw Hill

Course Name: Insurance & Risk Management

Course Code: MGO-3204

Credits: 4

Course Objective: This course introduces the concept of risk and techniques of identifying, measuring and managing it. In this context, insurance as a risk management tool is discussed with references to its role, functions and basic principles as applicable to different classes of insurance. The course aims to provide the students with a broad understanding of risk and insurance as a means to manage it. This forms the foundation to facilitate the students in their further studies on insurance.

Course Learning Outcomes

After completing the course, the student shall be able to:

Course Outcome	cognitive level
CO1: Define the Concept of Risk, it's types, sources and measurements.	Remember
CO2 : Explain the Concepts and Principles of Insurance and its operations.	Understand
CO3: Develop insights into various types of Insurance	Apply
CO4: Examine the Legal aspects of Insurance contract and Actuaries	Analyze
CO5: Demonstrate the Regulatory Framework of Insurance	Understand

Block I: Introduction

Unit 1: Concept of risk, Types of risk.

Unit 2: Assessment and Transfer, Sources and Measurement of risk.

Unit 3: Risk evaluation and Prediction, Disaster risk management, Risk retention and Transfer.

Block II: Insurance I

Unit 4: Concept of insurance, Need for insurance.

Unit 5: Principles of utmost good faith, Insurable interest.

Unit 6: Indemnity, Economic Function, Proximate cause, Subrogation and Contribution.

Block III: Insurance II

Unit 7: Types of insurance: Life and Non-life insurance.

Unit 8: Features, Need and Policies of insurance.

Unit 9: Reinsurance and Co-insurance: Features, Objectives and Methods; Bancassurance- features and Merits.

Block IV: Insurance & Risk Management

Unit 10: Legal aspects of insurance contract, Loss Assessment and Loss control.

Unit 11: Control of Malpractices and Mis-selling, Exclusion of perils, Actuaries.

Unit 12: Computation of insurance premium.

Block V: Regulatory Framework of Insurance

Unit 13: Regulatory Framework of Insurance, IRDA act 1999: objectives of IRDA.

Unit 14: Composition of IRDA, Duties, Powers and Functions of IRDA, Role of IRDA.

Unit 15: Delegation of powers, establishment of Insurance Advisory Committee, powers to make regulations.

Books Recommended/Suggested Readings:

1. George, E, Rejda, Principles of Risk Management and Insurance. Pearson Education
 2. Gupta. P.K. Insurance and Risk Management, Himalaya Publishing House
 3. Mishra, M.N. Principles and Practices of Insurance. Sultan Chand & Sons.
 4. Vaughan, E.J. and Vaughan, T, Fundamental of Risk and Insurance, Wiley & Sons
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Delivery Mechanism

The ODL of MU follows a modern ICT (Information & Communication Technology) enabled approach for instruction. The methodology of instruction in ODL of MU is different from that of the conventional/regular programs. Our ODL system is more learner-oriented and the learner is an active participant in the teaching-learning process. ODL of MU academic delivery system comprises:

A. Print Material

The printed material of the programme supplied to the students will be unit wise for every course.

B. Counselling Sessions

Normally, counselling sessions are held as per a schedule drawn beforehand by the Subject Coordinator. There will be minimum 15 contact hours required for 5 credit course. Classes will be held on the campus on Saturday and on Sunday of 2/1 hour duration for each course in face to face mode (In case of 2 credit course contact hours required are 6 hours, for 4 credit course contact hours required are 12 hours and in case of 6 credit course contact hours required 18 hours). Contact classes will be held in the campus on Saturdays and on Sundays.

C. Medium of Instruction

Medium of Course Instruction: English

Medium of Examination: English

Student Support Systems

Universities study Centres or Learner Support Centre shall be headed by a coordinator, not below the rank of Assistant professor and shall be augmented with academic and non-academic staff depending on the learner.

The university has made appropriate arrangements for various support services including counselling schedule and resource-oriented-services evaluation methods and dates both on and off line modes for easy and smooth services to the students through distance mode.

At present the university has only one study centre in the campus. The institution is not promoting any study centres outside the campus. All student support services will be provided to the student through a single window method/mode onsite and online.

F. Procedure for Admissions, Curriculum, Transaction and Evaluation

Admission Process

Admission to the BBA programme will be done on the basis of screening of candidate's eligibility on first come first serve basis. Admission shall not be a right to the students and MU, DDOE shall retain the right to cancel any admission at any point of time if any irregularity is found in the admission process, eligibility etc.

Maximum Duration

- A. The maximum duration of the B.B.A. Programme is six years. Thereafter, students seeking completion of the left-over course(s) will be required to seek fresh admission.
- B. The student can complete his programme within a period of 6 years failing which he/she shall seek fresh admission to complete the programme.

Eligibility

10+2 in any stream from any recognized board.

Fee Structure

Name of the Program	Degree	Duration	Year	Admission Fee	Tuition Fee/Year	Exam Fee/Year	Total (in Rs.)
Bachelor of Business Administration(BA)	UG	3 to 6 Years	1	1500	12000	2000	15500
			2		12000	2000	14000
			3		12000	2000	14000
Total							43500

Activity Schedule

S.NO.	Name of the Activity	Tentative months schedule(specify months) during year			
		From(Month)	To (Month)	From(Month)	To (Month)
1	Admission	Jul	Sep	Jan	Mar
2	Assignment submission (if any)	Sep	Oct	Mar	Apr
3	Evaluation of Assignment	Oct	Nov	Apr	May
4	Examination	Dec	Dec	Jun	Jun
5	Declaration of Result	Jan	Jan	Jul	Jul
6	Re-registration	Jul	Jul	Jan	Jan
7	Distribution of SLM	Jul	Sep	Jan	Mar

8	Contact Programmes (counselling, Practicals.etc.)	Sep	Nov	Mar	May
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Credit System

MU, DDOE proposes to follow the ‘Credit System’ for most of its programs. Each credit amounts to 30 hours of study comprising all learning activities. Thus, a 8 credit course requires 240 hours, 6 credit course requires 180 hours , 4 credit course requires 120 hours and 2 credit course requires 60 hours of study. This helps the student to understand the academic effort to complete a course. Completion of an academic programme requires successful clearing of both, the assignments and the term-end examination of each course in a programme.

Duration of the Programme	Credits	Name of the Programme	Level of the Programme
3 Yrs.	120	BBA	Bachelor’s Degree

Assignments

Distance Education learners have to depend much on self study. In order to ascertain the writing skill and level of comprehension of the learner, assignment work is compulsory for all learners. Each assignment shall consist of a number of questions, case studies and practical related tasks. The Assignment Question Papers will be uploaded to the website within a scheduled time and the learners shall be required to respond them within a specified period of time. The response of the learner is examined by a faculty member.

Evaluation: The evaluation system of the programme is based on two components:

- A. Continuous Evaluation in the form of assignments (weightage 30%):** This Component carries a weightage of 30%. There will be at least one graded assignment and test per course. These assignments are to be submitted to the Co-ordinator of the DDOE/Study Centre to which the student is assigned or attached with.
- B. Term-end examination (weightage 70%):** This will be held twice every year in the months of June and December. The students are at liberty to appear in any of the examinations conducted by the University during the year. A student will be allowed to appear in the Term-End Examination only after she/he has registered for that course and submitted the assignment. For appearing in the Examination, every student has to submit an Examination form through online (www.mangalayatan.in/) or offline before the due dates as given in the schedule of operations. If a student misses any term-end examination of a course for any reason, s/he may appear for any of them or all the courses subject to the maximum of 8 courses in the subsequent term-end examinations. This facility will be available until a student secures the minimum pass grade in the courses but up to a maximum period of four semesters, since the date of registration of the course is valid for four semesters. Beyond this period s/he may continue for another four semesters by getting Re-registration by paying fee again. In that case, the score of qualified assignments and/or term-end examination will be retained and the student will be required to complete the left out

requirements of such re-registered courses. Minimum requirement for passing a course will be 40% marks.

G. Laboratory Support and Library Resources

The library of Mangalayatan University aims to empower the teaching mission and intellectual culture of the community through availability through an organized collection of information as well as instruction in its access, relevance and evaluation.

The University Library enriches advance learning and discovery by providing access to a broad array of resources for education, research and creative work to ensure the rich interchange of ideas in the pursuit of knowledge.

The Directorate of Distance Education of Mangalayatan University has initiated the process of setting up a dedicated Library for ODL program and acquiring printed books and e-books for this purpose. The required International and National subject journals are also provided. We have a full functioning community radio service onboard (90.4 FM). We already have annual journal subscriptions and the capacity can be enlarged at later stages as the University lines up with more online journals.

The collection of the Library is rich and diverse especially in terms of the breadth and depth of coverage. Collection encompasses subjects in Management, Commerce, Information Technology, Computer Applications, and other allied areas. This collection further includes Books, Research Journals, Project Reports/Dissertations and online Journals.

The University has well equipped Computer Laboratories, Lecture Capturing Systems, Audio Video facilities, ICT enabled class rooms, Wi-Fi facilities etc.

H. Cost Estimate of the Programme and the Provisions

Initial expenses have been done by the University in terms of provision of infrastructure, manpower, printing of self study material and other. The University intends to allocate expenses out of the total fee collection as per following details:

a) SLM Development and Distribution	:	20%
b) Postal Expense	:	10%
c) Salary and other Administrative expenses	:	60%
d) Future development	:	10%

Once programmes are operational, fee receipt from the programmes budget to be planed as per the guidelines of University Grants Commission.

I. Quality Assurance

The University has established the Centre for Internal Quality Assurance (CIQA) in the University campus. The CIQA will monitor and maintain the quality of the ODL programmes. It has the following objectives in making the compliances of quality implementations.

Objectives

The objective of Centre for Internal Quality Assurance is to develop and put in place a comprehensive and dynamic internal quality assurance system to ensure that programmes of higher education in the

Open and Distance Learning mode and Online mode being implemented by the Higher Educational Institution are of acceptable quality and further improved on continuous basis.

Functions of CIQA

The functions of Centre for Internal Quality Assurance would be following

- 1) To maintain quality in the services provided to the learners.
- 2) To undertake self-evaluative and reflective exercises for continual quality improvement in all the systems and processes of the Higher Educational Institution.
- 3) To contribute in the identification of the key areas in which Higher Educational Institution should maintain quality.
- 4) To devise mechanism to ensure that the quality of Open and Distance Learning programmes and Online programmes matches with the quality of relevant programmes in conventional mode.
- 5) To devise mechanisms for interaction with and obtaining feedback from all stakeholders namely, learners, teachers, staff, parents, society, employers, and Government for quality improvement.
- 6) To suggest measures to the authorities of Higher Educational Institution for qualitative improvement.
- 7) To facilitate the implementation of its recommendations through periodic reviews.
- 8) To organize workshops/ seminars/ symposium on quality related themes, ensure participation of all stakeholders, and disseminate the reports of such activities among all the stakeholders in Higher Educational Institution.
- 9) To develop and collate best practices in all areas leading to quality enhancement in services to the learners and disseminate the same all concerned in Higher Educational Institution.
- 10) To collect, collate and disseminate accurate, complete and reliable statistics about the quality of the programme (s).
- 11) To ensure that Programme Project Report for each programme is according to the norms and guidelines prescribed by the Commission and wherever necessary by the appropriate regulatory authority having control over the programme.
- 12) To put in place a mechanism to ensure the proper implementation of Programme Project Reports.
- 13) To maintain are cord of Annual Plans and Annual Reports of Higher Educational Institution, review them periodically and generate actionable reports.
- 14) To provide inputs to the Higher Educational Institution for restructuring of programmes in order to make them relevant to the job market.
- 15) To facilitate system based research on ways of creating learner centric environment and to bring about qualitative change in the entire system.
- 16) To act as a nodal coordinating unit for seeking assessment and accreditation from a designated body for accreditation such as NAAC etc.
- 17) To adopt measures to ensure internalization and institutionalization of quality enhancement practices through periodic accreditation and audit.
- 18) To coordinate between Higher Educational Institution and the Commission for various qualities related initiatives or guidelines.
- 19) To obtain information from other Higher Educational Institutions on various quality benchmarks or parameters and best practices.
- 20) To record activities undertaken on quality assurance in the form of an annual report of Centre for Internal Quality Assurance.

21) It will be mandatory for Centre for Internal Quality Assurance to submit Annual Reports to the Statutory Authorities or Bodies of the Higher Educational Institution about its activities at the end of each academic session. A copy of report in the format as specified by the Commission, duly approved by the statutory authorities of the Higher Educational Institution shall be submitted annually to the Commission.

After enrolling in B.B.A. Programme of Mangalayatan University in ODL mode, student will exhibit leadership skill and ability to work effectively in teams. After completion of B.B.A Programme, student will participate in business decision making and bring synergy to their ventures.



Registrar
Mangalayatan University
Beswan, Aligarh

**MANGALAYATAN UNIVERSITY,
ALIGARH**

**DIRECTORATE OF DISTANCE AND ONLINE
EDUCATION**



PROGRAMME PROJECT REPORT

BACHELOR OF SCIENCE

(Physics, Chemistry and Mathematics)

2023-24

Registrar
Mangalayatan University
Beswan, Aligarh

Introduction

Bachelor of Science degree in Physics, Chemistry and Mathematics (B.Sc. PCM) is unique at Mangalayatan University in its commitment to both breadth and depth of knowledge after 12th. Its aim and scope is very focused in its approach to preparing a student for higher education as well as for competitive exams. It also provides a sound platform to the students with the requisite background to proceed with confidence for higher studies in the form of M.Sc., MBA, etc. The three-year UG program would require a minimum of **120** credits through distance mode including ICT enabled study. Increasing numbers of students have become interested in B.Sc. (PCM) program, due to availability of jobs in government sector (through competitive exams) and making careers in higher education.

A. Programme's Mission and Objectives

Mission:

- To cater and ensure excellent theoretical and practical training through teaching, counseling, and mentoring with a view to achieve professional and academic excellence.
- To connect with industry and incorporating knowledge for research enhancement.
- To generate, disseminate and preserve knowledge for the benefit and betterment of society.

Objectives:

- To educate and train individuals to be well prepared for higher education.
- To be able to engage independent and life-long learning.
- To develop professionally that ensures existence in the competitive world.

B. Relevance of the Programme with HEI's Missions and Goals

The Bachelor of Science programme is identifying the assumptions that frame thinking, actions, checking out the degree to which these assumptions are accurate and valid, and looking at our ideas and decisions. The aim of the programme is to transmit concepts and complex information effectively which utilize knowledge to solve theoretical and applied problems. The stakeholder will show scientific temperaments in daily life and understand the moral dimensions of their decisions with responsibility for them including ability to engage in independent and life-long learning.

The goals of ODL (Open Distance Learning) programme is to provide educational facilities to all qualified and willing persons who are unable to join regular courses due to personal or professional reasons. There are many potential learners who cannot afford to join regular courses due to professional responsibilities and personal commitments. The programme's objectives and goals are on the lines of HEIs vision and Mission.

Vision:

To be an institution where the most formative years of a young mind are spent in the guided pursuit of excellence while developing a spirit of inquisitive questioning, an ability to excel in the pressure of a fast-changing professional world, and a desire to grow into a personality than a person, in an environment that fosters strong moral and ethical values, teamwork, community service and environment consciousness.

Mission:

- To be the enablers of the confluence of academic rigor and professional practicality.
- To bring global best practices to students through widespread use of technology.
- To empower our faculty to constantly develop new skills and excel professionally.
- To provide the best campus environment to students and faculty with all facilities to nurture their interest.

C. Nature of Prospective Target Group of Learners

The ODL programme of Mangalayatan University (MU) shall target the working professionals as well as those who cannot attend a full-time programme due to constraints. We also welcome those candidates who want to see their career in the field of Basic Sciences. Students may complete their practical work/assignment through virtual lab mode. Desirous candidates of B.Sc. program shall have to meet the eligibility norms as follows:

1. To obtain admission in B.Sc.(PCM) programme offered through ODL mode, the learner must have completed 10+2 in Science stream.
2. The learner must have Pass at 10+2 examination.

D. Appropriateness of Programme to be conducted in ODL mode to acquire specific skills and competence

The University has identified the following **Programme Outcomes (PO)** and **Programme Specific Outcomes (PSO)** as acquisition of specific skills and competence in B.Sc. PCM Programme.

Programme Outcomes (PO)

- PO1: Critical Thinking: Take informed actions after identifying the assumptions that frame our thinking and actions, checking out the degree to which these assumptions are accurate and valid, and looking at our ideas and decisions (intellectual, organizational, and personal) from different perspectives.
- PO2: Effective Communication: Transmit concepts and complex information effectively by written, computational and graphical means.
- PO3: Problem Solving: Utilize knowledge to solve theoretical and applied problems by understanding, analysis and synthesis.
- PO4: Scientific Temperament: Show scientific thought process in drawing conclusions from daily life experiences without letting it being affected by biases and prejudices.
- PO5: Ethics: Recognize different value systems including their own, understand the moral dimensions of their decisions, and accept responsibility for them.
- PO6: Environment and Sustainability: Understand the issues of environmental contexts and sustainable development.
- PO7: Self-directed and Life-long Learning: Acquire the ability to engage in independent and life-long learning.

Programme Specific Outcomes (PSOs)

- PSO1: Attain a systemic understanding of core concepts, principles and theories along with their applications.

- PSO2: Prepare to develop professionally through lifelong learning, higher education and accept the challenges in research and other creative pursuits in the area of specialization.

Evaluation Scheme

Semester-I						
S. No.	Course Code	Course Name	Credit	Continuous Assessment Marks	Term End Exam Marks	Grand Total
				Max. Marks	Max. Marks	
1	PHO-1111	Mechanics and Wave Motion	4	30	70	100
2	CHO-1111	Basic Analytical Chemistry	4	30	70	100
3	MAO -1111	Calculus	6	30	70	100
4	ENO-1100	English Communication	4	30	70	100
5	PHO-1151	Physics Lab- I	2	0	100	100
6	CHO-1151	Chemistry Lab- I	2	0	100	100
Total			22	120	480	600

Semester-II						
S. No.	Course Code	Course Name	Credit	Continuous Assessment Marks	Term End Exam Marks	Grand Total
				Max. Marks	Max. Marks	
1	PHO-1211	Optics	4	30	70	100
2	CHO-1211	Atomic Structure, Bonding and Hydrocarbons	4	30	70	100
3	MAO -1211	Differential Equations	6	30	70	100
4	ABO-1200	Environmental Science	4	30	70	100
5	CHO-1251	Chemistry Lab-II	2	0	100	100
6	PHO-1251	Physics Lab-II	2	0	100	100
Total			22	120	480	600

Semester-III						
S. No.	Course Code	Course Name	Credit	Continuous Assessment Marks	Term End Exam Marks	Grand Total
				Max. Marks	Max. Marks	
1	PHO-2111	Thermodynamics	4	30	70	100
2	CHO-2111	Organic Chemistry	4	30	70	100
3	MAO-2111	Algebra	6	30	70	100
4	PHO-2151	Physics Lab-III	2	0	100	100
5	CHO-2151	Chemistry Lab-III	2	0	100	100
Total			18	90	410	500

Semester-IV						
S. No.	Course Code	Course Name	Credit	Continuous Assessment Marks	Term End Exam Marks	Grand Total
				Max. Marks	Max. Marks	
1	PHO-2211	Circuit Fundamentals and Basic Electronics	4	30	70	100
2	CHO-2211	States of Matter and Chemical Kinetics	4	30	70	100
3	MAO-2211	Real Analysis	6	30	70	100
4	PHO-2251	Physics Lab-IV	2	0	100	100
5	CHO-2251	Chemistry Lab-IV	2	0	100	100
Total			18	90	410	500

Semester-V						
S. No.	Course Code	Course Name	Credit	Continuous Assessment Marks	Term End Exam Marks	Grand Total
				Max. Marks	Max. Marks	
1	PHO-3111	Electromagnetism	4	30	70	100
2	MAO-3111	Numerical Methods	6	30	70	100

3	CHO-3111	Quantum Chemistry, Spectroscopy and Photochemistry	4	30	70	100
4	PHO-3151	Physics Lab- V	2	0	100	100
5	CHO-3151	Chemistry Lab- V	2	0	100	100
Total			18	90	410	500

Semester-VI						
S. No.	Course Code	Course Name	Credit	Continuous Assessment Marks	Term End Exam Marks	Grand Total
				Max. Marks	Max. Marks	
1	PHO-3211	Elements of Quantum Mechanics and Atomic & Molecular Spectra	4	30	70	100
2	CHO-3211	Organometallics, Bioinorganic Chemistry	4	30	70	100
3	MAO-3211	Mechanics and Discrete Mathematics	6	30	70	100
4	PHO-3251	Physics Lab- VI	2	0	100	100
5	CHO-3251	Chemistry Lab- VI	2	0	100	100
6	SCO-3291	Major Project	4	0	100	100
Total			22	90	510	600

MOOCs

The University shall give flexibility in opting for MOOCs (Massive Online Open Courses)/SWAYAM by the students pertaining to the prescribed curriculum and also the Credits earned in the MOOCs may be dealt as part of the evaluation scheme as per UGC (Open and Distance Learning Programmes and Online Programmes) Regulations, 2020.

Syllabi and Course Materials

Syllabi, PPR and self-learning materials are developed mostly by experienced faculty members of Mangalayatan University in consultation with contents experts and the same will be forwarded to CIQA and BoS/Academic Council/ Executive Council for further suggestions and approval.

Semester-I

Course Name: Mechanics and Wave Motion

Course Code: PHO-1111

Credits: 4

Course Objectives: To acquire basic knowledge about Newton's laws of motion, Rotational energy and rotational inertia, Central forces and Simple harmonic motion.

Course Outcomes: After learning this course, students will be able to

1. Explain the dynamics of system of particles.
2. Explain the rotational mechanics.
3. Define gravitation and central force motion.
4. Understand simple harmonic motion.
5. Illustrate wave motion.

Block I: Dynamics of System of Particles

Unit-1: Inertial and Non-inertial reference frames, Newton's laws of motion, Galilean Transformations; Galilean Invariance

Unit-2: Work, kinetic and potential energy, Conservative and Non-conservative forces,

Unit-3: Conservation of energy, linear momentum,

Unit-4: Collision in one and two dimensions

Block II: Rotational Mechanics

Unit-5: Angular momentum and Torque

Unit-6: Rotational energy and rotational inertia for simple bodies,

Unit-7: Combined translation and rotational and motion of a rigid body on horizontal and inclined planes, Simple treatment of the motions of a top.

Unit-8: Relations between elastic constants, bending of Beams and Torsion of Cylinder.

Block III: Gravitation and Central Force Motion

Unit-9: Law of gravitation, Potential and Field due to Spherical Shell and Solid Sphere

Unit-10: Escape and orbital velocity, Kepler's laws

Unit-11: Motions of planets and satellites Geo-stationary satellites

Unit-12: Central forces, Two particle central force problem, Reduced mass,

Block IV: Simple Harmonic Motion

Unit-13: Simple harmonic motion, differential equation of S. H. M. and its solution,

Unit-14: Applications and uses of complex notation,

Unit-15: Damped harmonic oscillator

Unit-16: Forced vibrations, composition of simple harmonic motion.

Block V: Wave Motion

Unit-17: Differential equation of wave motion, Plane progressive waves in fluid media

Unit-18: Reflection of waves, phase change on reflection,

Unit-19: Superposition, stationary waves, pressure and energy distribution, phase and group velocity

Recommended books-

- EM Purcell, Ed: “Berkeley Physics Course, Vol. 1, Mechanics” (McGraw-Hill).
 - RP Feynman, RB Lighton and M Sands; “The Feynman Lectures in Physics”, Vol. 1 (BI Publications, Bombay, Delhi, Calcutta, Madras).
 - J.C. Upadhyay: ‘Mechanics’. Ram Prasad Publications, Agra.
 - D.S, Mathur “Mechanics”. S Chand Publication, New Delhi.
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Course Name: Basic Analytical Chemistry

Course Code: CHO-1111

Credit: 4

Course Objectives:

The objective of this course is to acquire basic concepts, principles, and techniques of analytical chemistry, different types of spectroscopic techniques and organometallic compounds.

Course Outcomes: After learning this course, students will be able to

1. Explain the general concept of spectroscopy.
2. Evaluate the basic organometallic compound
3. Define general organic compounds
4. Understand heterocyclic compounds
5. Illustrate different saccharides unit

Block I: Nuclear Magnetic Resonance (NMR) Spectroscopy

Unit 1: Proton magnetic resonance (^1H NMR) spectroscopy, nuclear shielding and deshielding, chemical shift and factors affecting the chemical shifts with examples.

Unit 2: Molecular structure, spin-spin splitting and coupling constants, areas of signals, interpretation of ^1H NMR spectra of simple organic molecules such as ethyl bromide, ethanol, acetaldehyde, 1, 1, 2-tribromoethane, ethyl acetate, toluene and acetophenone.

Unit 3: Problems pertaining to the structures elucidation of simple organic compounds using UV, IR and ^1H NMR spectroscopic techniques.

Block II: Organometallic Compounds

Unit 4: Organo magnesium compounds: the Grignard reagents, formation, structure and chemical reactions.

Unit 5: Organozinc compounds: formation and chemical reactions.

Unit 6: Organo lithium and organo copper compounds: formation and chemical reactions.

Block III: Heterocyclic Compounds

Unit 7: Nomenclature, structural formation, methods of formation and chemical reactions of thiols, thioethers, sulphonic acids, sulphonamides and Sulpha-guanidine.

Unit 8: Introduction: Molecular orbital picture and aromatic characteristics of pyrrole, furan, thiophene and pyridine, Method of synthesis and chemical reactions with particular emphasis on the mechanism of electrophilic substitution.

Unit 9: Mechanism of nucleophilic substitution reaction in pyridine derivatives, Comparison of basicity of pyridine, piperidine and pyrrole.

Block IV: Five and Six Membered Compounds

Unit 10: Introduction to condensed five and six membered heterocycles, Preparation and reactions of indole with special reference to Fisher indole synthesis.

Unit 11: Preparation and reactions of quinoline and iso quinoline with special reference to Skraup synthesis and Bischler -Nepieralski synthesis.

Unit 12: Mechanism of electrophilic substitution reactions of indole, quinoline and iso quinoline.

Block V: Carbohydrates

Unit 13: Classification and nomenclature, Monosaccharides, mechanism of osazone formation, interconversion of glucose and fructose, chain lengthening and chain shortening of aldoses.

Unit 14: Configuration of monosaccharides, Erythro and three diastereomers, Conversion of glucose into mannose, Formation of glucosides, ethers and esters, Determination of ring size of monosaccharides.

Unit 15: Cyclic structure of D(+)-glucose, Mechanism of mutarotation, Structures of ribose and deoxyribose, An introduction to disaccharides (maltose, sucrose and lactose) and polysaccharides (starch and cellulose) without involving structure determination.

Recommended Books:

1. Advanced Analytical Chemistry by Reddy, Chandrasekhara. New Delhi Campus Books Inter.
 2. Analytical Chemistry: Theory and Practice by Verma, R. M. New Delhi CBS Pub. & Distributors 1994.
 3. Analytical Chemistry by Sharma, B.K. Meerut Krishna Prakashan 2014.
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Course Name: Calculus
Course Code: MAO-1111

Credits: 6

Course Objectives: To equip the students to understand the concepts, properties, fundamental theorems, and aspects of the differential and integral calculus of single variable functions.

Course Outcomes: On successful completion of this course, students shall be able to

1. Define limits, continuity and differentiability of single variable functions.
2. Explain mean value theorems, partial differentiation and applications of differential calculus.
3. Interpret curvature, asymptotes and tracing of curves.
4. Explain fundamental theorem of integral calculus along with properties of definite and indefinite integrals.
5. Utilize reduction formulae along with double and triple integrals.

Block I: Limit, Continuity and Differentiability

Unit 1: ϵ - δ definition of the limit of a function and algebra of limits

Unit 2: Continuous functions and Classification of discontinuities

Unit 3: Differentiability and Chain rule of differentiability

Unit 4: Successive differentiation and Leibnitz's theorem

Block II: Differential Calculus-I

Unit 5: Rolle's theorem, Lagrange's and Cauchy mean value theorems

Unit 6: Expansion of functions (in Taylor's and Maclaurin's series)

Unit 7: Partial differentiation and Euler's theorem

Unit 8: Jacobians, Maxima and Minima (for functions of two variables)

Block III: Differential Calculus-II

Unit 9: Tangents and normal (polar form only)

Unit 10: Curvature and Asymptotes

Unit 11: Tests for concavity and convexity, Points of inflexion

Unit 12: Tracing of curves in cartesian and polar coordinates

Block IV: Integral Calculus-I

Unit 13: Integral as a limit of sum, Properties of definite integrals

Unit 14: Fundamental theorem of integral calculus, Summation of series by integration

Unit 15: Infinite integrals, Differentiation and integration under the integral sign

Unit 16: Beta and Gamma functions

Block V: Integral Calculus-II

Unit 17: Reduction formulae

Unit 18: Quadrature and Rectification

Unit 19: Volumes and surfaces of solids of revolution

Unit 20: Double and triple integrals

Recommended Books:

- H. Anton, I. Birens and S. Davis, Calculus, John Wiley and Sons, Inc., 2002.
 - G.B. Thomas and R.L. Finney, Calculus, Pearson Education, 2007.
 - T. M. Apostol, Calculus Vol I, Wiley & Sons (Asia) Pvt. Ltd.
 - Gorakh Prasad, Differential Calculus, Pothishala Pvt. Ltd., Allahabad
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Course Name: English Communication
Course Code: ENO-1100

Credit: 4

Objectives: Understanding the fundamental communication skills being integral to personal, social and professional interactions. To develop the ability to share thoughts, emotions and ideas through various means of communication: both verbal and nonverbal.

Course Outcomes: After completion the course, students will be able to develop correct pronunciation. They will be able to communicate effectively.

Block I: Self-Introduction

Unit 1: Introducing self

Unit 2: Speaking about achievements

Unit 3: Voicing future aspects

Block II: Non-Verbal Communication

Unit 4: Types of non- verbal communication

Unit 5: Body Language

Unit 6: Paralanguage skills

Block III: Manners and Etiquettes

Unit 7: Personal grooming

Unit 8: Dress code

Unit 9: Telephone etiquettes

Unit 10: Intellectual grooming

Block IV: Conversation in Real Life Situations

Unit 11: Meeting people

Unit 12: Travelling

Unit 13: Visiting Places

Unit 14: Shopping

Block V: Public Speaking Skills

Unit 15: Extempore

Unit 16: Role Play

Unit 17: Group Discussion

Recommended Books:

- Fluency in English part-1, Macmillan, Delhi,2005, Units 1-18.
 - Martin Hewing, Advanced English Grammar, CUP, New Delhi, 2010, Unit 1-60.
 - Language through Literature (forth coming). Dr. Gauri Mishra, Dr. Ranjana Kaul, Dr. Brat Biswas, Primus Books, Delhi 2005 Chapter 1-17.
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Course Name: Physics Lab-I

Course Code: PHO-1151

Credits: 2

1. Study of laws of parallel and perpendicular axes for moment of inertia.
2. To determine the moment of inertia by flywheel.
3. To determine the moment of inertia of irregular body using inertial table apparatus.
4. Study of conservation of momentum in two dimensional oscillations.
5. To determine the surface tension by Jaeger's method.
6. Study of a compound pendulum.
7. To determine value of "g".
8. Study of oscillations under a bi filar suspension.

Recommended books

- D. P. Khandelwal, "A laboratory manual for undergraduate classes" (Vani Publishing House, New Delhi).
 - S. P. Singh, "Advanced Practical Physics" (Pragati Prakashan, Meerut). Worsnop and Flint-Advanced Practical Physics for student.
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Course Name: Chemistry Lab -I
Course Code: CHO-1151

Credit: 2

1. Spectro-photometric Determination of iron in water sample using standard addition method.
 2. To determine the transition temperature of hydrated sodium bromide by solubility method.
 3. Determination of molecular weight of a polymer (e.g. Polystyrene) by viscometric method.
 4. To determine the surface tensions of methyl alcohol, ethyl alcohol & n-hexane at room temperature and also calculate the atomic parachors of C, H & O.
 6. To determine DO & BOD of a given water sample.
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Semester-II

Course Name: Optics

Course Code: PHO-1211

Credits: 4

Objectives: To acquire the knowledge of Interference, Fresnel diffraction, Diffraction gratings and Polarization of a light.

Course outcomes:

- Explain the geometrical optics
- Define the interference of light.
- Explain the diffraction.
- Outline polarization of light wave.

Block I: Geometrical Optics

Unit-1: Fermat's Principle: - Optical Path, Fermat's Principle of Least Time or Extremum Path. Examples of Fermat's Principle: (i) Reflection & (ii) Refraction.

Unit-2: Lenses: - Transverse Magnification of a Spherically Refracting Surface; Lagrange and Helmholtz Laws

Unit-3: Cardinal Points of a Coaxial Optical System; Graphical Construction of Image using Cardinal Points;

Unit-4: Deviation produced by a Thin Lens; Equivalent Focal Length of Two Thin Lenses separated by a distance;

Unit-5: Thick Lenses; Focal Length of a Thick Lens; Cardinal Points of a Thick Lens.

Block II: Interference

Unit-6: Interference of a light, the principle of superposition, Two-slit interference

Unit-7: Division of Amplitude and Division of Wave front; Fresnel's Biprism; Stoke's treatment.

Unit-8: Interference in Thin Films: Parallel and Wedge-shaped Films; Fringes of Equal Inclination (Haidinger Fringes)

Unit-9: Fringes of Equal Thickness (Fizeau Fringes). Newton's Rings: Measurement of Wavelength and Refractive Index; Michelson's Interferometer.

Unit-10: Temporal and Spatial Coherence; Theory of Partial Coherence; Coherence Time and Coherence Length

Block III: Diffraction

Unit-11: Fresnel diffraction: - Fresnel's Assumptions; Fresnel's Half-Period Zones for Plane Wave;

Unit-12: Explanation of Rectilinear Propagation of Light; Theory of a Zone Plate: Multiple Foci of a Zone Plate; Comparison of a Zone plate with a convex lens.

Unit-13: Diffraction due to: (i) a Straight Edge and (ii) a Rectangular Aperture (Slit), (iii) a Small Circular Aperture, Fresnel's Integrals; Cornu's Spiral.

Unit-14: Fraunhofer diffraction: Diffraction due to (i) a Single Slit, (ii) a Double Slit &

Unit-15: Plane Transmission Grating; Rayleigh's criterion of resolution; Resolving Power and Dispersive Power of a Plane Diffraction Grating.

Block IV: Polarization

Unit-16: Polarization of light wave; Production of plane polarized light; Brewster's law; Malus law; Double Refraction;

Unit-17: Retardation plates; Optical activity

Unit-18: Nicol prism, polaroid, Half shade and Biquartz polarimeter

Recommended books:

- Fundamentals of Optics: Francis Arthur Jenkins and Harvey Elliott White, McGraw-Hill, 1976.
 - Optics: Ajoy Ghatak, Tata McGraw Hill, 2008.
 - Optics: Eugene Hecht and A R Ganesan, Pearson Education, 2002.
 - Light and Optics: Principles and Practices, Abdul Al-Azzawi, CRC Press, 2007.
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Course Objectives:

The objective of this unit is to explain the concept of atoms. Accordingly, an attempt has been made to for the arrangement of protons and neutrons in the nucleus and the rules governing the arrangement of electrons in the extra nuclear region of an atom and filling of orbitals belonging to higher energy shells prior to the entry of electrons in the orbitals of lower energy shells. The systematic classification of these elements with respect to their physical/chemical properties also explain in this unit. This unit also covers the driving force that makes the isolated atoms to combine to form the polyatomic molecules or ions as well as to find the answers of certain interesting questions such as: What is a chemical bond? What happens to the energy of the atoms and the molecules? What happens in terms of electronic structure, while bond formation takes place?

Course Outcomes:

After learning this unit, students will be able to

1. Define Atomic structure
2. Show Chemical Bonding
3. Explain ionic structures
4. Illustrate hydrides
5. Classify carbon and halogen compounds

Block 1: Atomic Structure

Unit 1: Atoms, theories of atoms, Review of: Bohr's theory and its limitations, dual behavior of matter and radiation, de Broglie's relation, Heisenberg Uncertainty principle. Hydrogen atom spectra. Need of a new approach to Atomic structure.

Unit 2: Idea of de-Broglie matter waves, Heisenberg uncertainty principle, atomic orbitals, Schrödinger wave equation, significance of Ψ and Ψ^2 .

Unit 3: quantum numbers, radial and angular wave functions and probability distribution curves, shapes of s, p, d, orbitals, Aufbau and Pauli exclusion principles, Hund's multiplicity rule, Electronic configurations of the elements, effective nuclear charge.

Block II: Chemical Bonding

Unit 4: Atomic and ionic radii, ionization energy, electron affinity and electronegativity definition, methods of determination or evaluation, trends in periodic table and applications in predicting and explaining the chemical behaviour.

Unit 5: Chemical bond, types of chemical bond, Valence bond theory and its limitations, directional characteristics of covalent bond, various types of hybridization and shapes of simple inorganic molecules and ions.

Unit 6: Valence shell electron pair repulsion (VSEPR) theory to NH_3 , H_3O^+ , SF_4 , ClF_3 , ICl_2^- and H_2O , MO theory, homonuclear and heteronuclear (CO and NO) diatomic molecules, multicenter bonding in electron deficient molecules, bond strength and bond energy, percentage ionic character from dipole moment and electro-negativity difference.

Block III: Ionic Structures

Unit 7: Ionic structures, radius ratio effect and coordination number, limitation of radius ratio rule, lattice defects.

Unit 8: Semiconductors, lattice energy and Born-Haber cycle, solvation energy and solubility of ionic solids.

Unit 9: Polarizing power and polarizability of ions, Fajan's rule, Metallic bond- free electron, valence bond and band theories. Weak Interactions – Hydrogen bonding, Vander Waals forces.

Block IV: Hydrides

Unit 10: Comparative study, diagonal relationship, salient features of hydrides, salvation and complexation tendencies including their function in biosystems.

Unit 11: An introduction to alkyls and aryls. Comparative study (including diagonal relationship) of groups 13-17 elements, compounds like hydrides, oxides, oxyacids and halides of group 13-16.

Unit 12: Hydrides of boron-diborane and higher boranes, borazine, boron hydrides.

Block V: Carbon and Halogen Compounds

Unit 13: Fullerenes, carbides, fluorocarbons, silicates (structural principle), tetra sulphurtetra nitride.

Unit 14: Basic properties of halogens, inter halogens and polyhalides and their reactions.

Unit 15: Chemical properties of the noble gases, chemistry of xenon, structure and bonding in xenon compounds.

References:

1. Basic Inorganic Chemistry, F. A Cotton, G. Wilkinson, and Paul L. Gaus, 3 rd Edition (1995), John Wiley & Sons, New York.
 2. Concise Inorganic Chemistry, J. D. Lee, 5 th Edition (1996), Chapman & Hall, London
 3. Huheey, J.E., Keiter, E.A., Keiter, R.L. & Medhi, O.K. Inorganic Chemistry: Principles of structure and Reactivity, Pearson Education India, 2006.
 4. Graham Solomon, T.W., Fryhle, C.B. & Snyder, S.A. Organic Chemistry, John Wiley & Sons (2014).
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Course Name: Differential Equations

Course Code: MAO-1211

Credits: 6

Course Objectives: The main objectives of this course are to introduce the students to the exciting world of Differential Equations and their applications.

Course Outcomes: At the end of the course **Differential Equations**, student will be able to

1. Define linear differential equations with constant coefficient
2. Explain first order differential equations including separable, homogeneous, exact and linear.
3. Apply the method of find the solution of Differential equations of the first order but not of the first degree
4. Explain Series solutions of second order differential equations, Legendre and Bessel functions (P_n and J_n only) and their properties
5. Apply the Method of separation of variables for Laplace equation in Cartesian and polar coordinates.

Block I: Differential Equations

Unit-1: Degree, order and solution of a D.E. and Formation of a differential equation

Unit-2: Differential equations of the first order but not of the first degree: Separation of variables method, Solution of homogeneous equations

Unit-3: Linear Differential equations and Bernaulli's Equations

Unit-4: Exact Differential Equations

Block II: Differential equations of the first order but not of the first degree

Unit-5: Differential equations which are solvable for p

Unit-6: Differential equations which are solvable for y

Unit-7: Differential equations which are solvable for x

Unit-8: Clairaut's differential equations

Block III: Higher Order Linear Differential Equation

Unit-9: Rule to find the Complementary function and the Particular Integral.

Unit-10: Cauchy's homogenous linear equation and Legendre's linear equation

Unit-11: Homogeneous linear differential equations

Unit-12: Simultaneous linear differential equations with constant coefficients

Block IV: Series Solutions

Unit-13: Series solutions (Power series, Frobenius method)

Unit-14: Series solutions of second order differential equations

Unit-15: Legendre and Bessel functions (P_n and J_n only) and their properties.

Unit-16: Systems of linear first order ordinary differential equations

Block V: Partial Differential Equations

Unit-17: Order and degree of partial differential equations, Concept of linear and non-Linear partial differential equations

Unit-18: Linear partial differential equation of first order

Unit-19: Method of separation of variables for Laplace equation in Cartesian and polar coordinates.

Unit-20: Wave equation: Cauchy problem and d'Alembert formula.

Recommended Books:

- Barnes, Belinda & Fulford, Glenn R. (2015). *Mathematical Modeling with Case Studies, Using Maple and MATLAB* (3rd ed.). CRC Press, Taylor & Francis Group.
 - Edwards, C. Henry, Penney, David E., & Calvis, David T. (2015). *Differential Equation and Boundary Value Problems: Computing and Modeling* (5th ed.). Pearson Education.
 - Ross, Shepley L. (2004). *Differential Equations* (3rd ed.). John Wiley & Sons. India.
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Course Name - Environmental Science

Course Code: ABO-1200

Credits: 4

Course Objectives:

- To gain the knowledge of current status of environment and develop an attitude of concern for the environment.
- Motivating students to participate in environment protection and environment improvement.

Course Outcomes:

- Develop concern about the environment protection and conservation
- Knowledge of structure and functions of ecosystem
- To study human population dynamics

Block I: Environment

Unit 1: Definition, Components of Environment,

Unit 2: Scope and importance.

Block II: Renewable and non-renewable resources: Natural resources and associated problems:

Unit 3: Forest resources: Use and over-exploitation, deforestation, case studies. Timber extraction, mining, dams and their effects on forest and tribal people.

Unit 4: Water resources: Use and over-utilization of surface and ground water, floods, drought, dams-benefits and problems.

Unit 5: Mineral resources: Use and exploitation, environmental effects of extracting and using mineral resources.

Unit 6: Food resources: World food problems, effects of modern agriculture, fertilizer-pesticide problems, water logging, salinity, case studies.

Unit 7: Energy resources: Growing energy needs, renewable and non-renewable energy sources, use of alternate energy sources. Case studies.

Unit 8: Land resources: Land as a resource, land degradation, man induced landslides, soil erosion and desertification. Role of an individual in conservation of natural resources.

Block III: Ecosystems and Biodiversity and its conservation

Unit 9: Concept of an ecosystem, structure and function of an ecosystem, producers, consumers and decomposers.

Unit 10: Energy flow in the ecosystem, ecological succession, food chains, food webs and ecological pyramids.

Unit 11: Introduction, types, characteristic features, structure and function of the following ecosystem a. forest ecosystem, grassland ecosystem and Desert ecosystem

Unit 12: Biodiversity Introduction – definition: genetic, species and ecosystem diversity.

Unit 13: Value of biodiversity consumptive use, productive use, social, ethical, aesthetic and option values • Biodiversity at global, National and local levels, India as a mega-diversity nation Hotspots of biodiversity.

Unit 14: Threats to biodiversity: habitat loss, poaching of wildlife, man-wildlife conflicts. Conservation of biodiversity: In-situ and Ex-situ conservation of biodiversity.

Block IV: Environmental Pollution

Unit 15: Definition • Source, effects and control measures of air pollution, water pollution, soil pollution, noise pollution, thermal pollution, nuclear hazards

Unit 16: Solid waste Management: Causes, effects and control measures

Unit 17: Role of an individual in prevention of pollution pollution case studies, disaster management

Block V: Social Issues and the Environment

Unit 18: From Unsustainable to Sustainable development, Urban problems related to energy, water conservation, rain water harvesting.

Unit 19: Environmental ethics: issues and possible solutions, climate change, global warming, acid rain, ozone layer depletion, nuclear accidents and holocaust. case studies.

Unit 20: Environment Protection Act: Air (Prevention and Control of Pollution) Act, Water (Prevention and control of Pollution) Act, Wildlife Protection Act, Forest Conservation Act, Public awareness.

Unit 21: Human Population and the Environment, population growth, population explosion – environment and human health, value Education, role of information technology in environment and human health.

Recommended Books:

- Ecology and Environment by Sharma, P.D. (2005). Rastogi Publications, Shivaji Road, Meerut.
 - Chapman, J.L. and Reiss, M.J. 1988. Ecology Principles and Application. Cambridge University Press. Cambridge, U.K.
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Course Name: Physics Lab-II

Course Code: PHO-1251

Credits: 2

1. Study of interference of light (biprism or wedge film).
2. To determine the wavelength of sodium light by Newton's Rings.
3. To determine the wavelength of monochromatic light by plane diffraction grating.
4. Study of diffraction at a straight edge or a single slit.
5. Use of diffraction grating and its resolving limit.
6. Resolving limit of a telescope system.
7. Polarization of light by the reflection.
8. Study of optical rotation for any system.

Recommended Books

- D. P. Khandelwal, "A laboratory manual for undergraduate classes" (Vani Publishing House, New Delhi).
 - S. P. Singh, "Advanced Practical Physics" (Pragati Prakashan, Meerut).
 - Worsnop and Flint-Advanced Practical Physics for student.
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Course Name: Chemistry Lab-II
Course Code: CHO-1251

Credits: 2

1. Qualitative Organic Analysis:
 - (A) Detection of elements (X, N, S)
 - (B) Detection of functional groups :
[Ph-OH, -COOH, >C=O, -CHO, R-O-R, -OH, Hydrocarbons, Halogens-containing compounds, -CONH₂, Ar-NH₂, Ar-NO₂]

 2. Qualitative Inorganic Mixture Analysis:
Inorganic mixture analysis, separation and identification of ions from Groups zero, I, II, III, IV, V and VI, not containing more than 5 ions (2 cations & 2 anions) including interfering anion.
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Semester-III

Course Name: Thermodynamics

Course Code: PHO-2111

Credits: 4

Objectives: The objective of this course is to understand the basic concepts of thermodynamics, second and third law of thermodynamics. Also, to understand the thermodynamic relationships, blackbody radiation and different laws.

Course outcomes:

- Understand the basic concepts of thermodynamics
- Explain second and third law of thermodynamics
- Explain thermodynamic relationships
- Describe blackbody radiation
- Discuss about the different laws

Block I: An Introduction to Thermodynamics

Unit-1: The laws of thermodynamics, The Zeroth law, various indicator diagrams, work done by and on the system.

Unit-2: First law of thermodynamics, internal energy as a state function and other applications.

Unit-3: Reversible and irreversible changes, Carnot cycle and its efficiency, Carnot theorem.

Block II: Second and third Law of Thermodynamics

Unit-4: The second law of thermodynamics. Different versions of the second law, practical cycles used in internal combustion engines

Unit-5: Entropy, principle of increase of entropy. The thermodynamic scale of temperature; its identity with the perfect gas scale.

Unit-6: Impossibility of attaining the absolute zero; third law of thermodynamics.

Block III: Thermodynamic Relationships

Unit-7: Thermodynamic variables; extensive and intensive, Maxwell's general relationships

Unit-8: Application to Joule-Thomson cooling and adiabatic cooling in a general system,

Unit-9: Van der Waals gas, Clausius-Clapeyron heat equation.

Block IV: Black Body Radiation

Unit-10: Thermodynamic potentials and equilibrium of thermodynamical systems, relation with thermodynamical variables.

Unit-11: Cooling due to adiabatic demagnetization, production, and measurement of very low temperatures.

Unit-12: Blackbody radiation, Pure temperature dependence, Stefan-Boltzmann law, pressure of radiation.

Block V: Different Laws

Unit-13: Spectral distribution of Black body radiation, Wien's displacement law

Unit-14: Rayleigh-Jean's law

Unit-15: Planck's Law, the ultraviolet catastrophe.

Recommended Books

- G.G. Agarwal and H.P. Sinha "Thermal Physics".
- S.K. Agarwal and B.K. Agarwal "Thermal Physics"

Course Name: Organic Chemistry

Course Code: CHO-2111

Credits: 4

Course Objectives: The objective of this chapter is to provide students with a brief detail on the basic fundamentals of the organic chemistry. Topics covered in this chapter such as hybridization, delocalized bonding and electronic effects, isomerism, aliphatic and aromatic hydrocarbons. The chapter is developed to stimulate interest of the reader into the organic chemistry and at the same time to build the deep understanding of the fundamental concepts of organic chemistry.

Course Outcomes:

After learning this chapter, students will be able to:

1. Explain the Fundamentals of Organic Chemistry
2. Define organic reagents
3. Classify Alkanes
4. Illustrate cycloalkanes
5. Identify isomerism

Block I: Fundamentals of Organic Chemistry

Unit 1: Hybridization, bond lengths and bond angles, bond energy, localized and delocalized chemical bonding.

Unit 2: Vander Waals interactions, inclusion compounds, clathrates, charge transfer complexes.

Unit 3: Resonances, hyperconjugation, aromaticity, inductive and field effects, hydrogen bonding.

Block II: Organic Reagents

Unit 4: Curved arrow notation, drawing electron movements with allows, half-headed and double-headed arrows, homolytic and heterolytic bond fission.

Unit 5: Types of reagents—electrophiles and nucleophiles, Types of organic reactions, Energy considerations.

Unit 6: Reactive intermediates— Carbocations, carbanions, free radicals, carbenes, arynes and nitrenes (with examples). Assigning formal charges on intermediates and other ionic species. Methods of determination of reaction mechanism (product analysis, intermediates, isotope effects, kinetic and stereochemical studies).

Block III: Alkanes

Unit 7: IUPAC nomenclature of branched and unbranched alkanes, the alkyl group, classification of carbon atom in alkanes, Isomerism in alkanes.

Unit 8: Sources methods of formation (with special reference to Wurtz reaction, Kolbe reaction, Corey-House reaction and decarboxylation of carboxylic acids), physical properties and chemical reactions of alkanes.

Unit 9: Mechanism of free radical halogenation of alkanes: orientation, reactivity and selectivity.

Block IV: Cycloalkanes and Isomerism

Unit 10: Cycloalkanes– Nomenclature, methods of formation, chemical reactions, Baeyer's strain theory and its limitations.

Unit 11: Ring strain in small rings (cyclopropane and cyclobutane), theory of strain less rings. The case of cyclopropane ring, banana bonds.

Unit 12: Concept of isomerism, types of isomerism, optical isomerism – elements of symmetry, molecular chirality, enantiomers, stereo genic center, optical activity, properties of enantiomers, chiral and achiral molecules with two stereo genic centers.

Block V: Geometrical and Optical Isomerism

Unit 13: Diastereomers, threo and erythron diastereomers, meso compounds, resolution of enantiomer, inversion, retention and racemization.

Unit 14: Relative and absolute configuration, sequence rules, D&L and R&S systems of nomenclature, Geometric isomerism–determination of configuration of geometric isomers, E&Z system of nomenclature.

Unit 15: Geometric isomerism in oximes and alicyclic compounds. Conformational isomerism–conformational analysis of ethane and n-butane; conformations of cyclohexane, axial and equatorial bonds, conformation of monosubstituted cyclohexane derivatives, Newman projection and Sawhorse formulae, Fischer and flying wedge formulae, Difference between configuration and conformation.

References:

1. Morrison, R. T. & Boyd, R. N. Organic Chemistry, Dorling Kindersley (India) Pvt. Ltd. (Pearson Education).
 2. Finar, I. L. Organic Chemistry (Volume 1), Dorling Kindersley (India) Pvt. Ltd
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Course Name: Algebra
Course Code: MAO-2111

Credits: 6

Course Objectives: The objective of the course is to introduce the fundamental theory of groups and their homomorphisms. Symmetric groups and group of symmetries are also studied in detail. Fermat's Little theorem as a consequence of the Lagrange's theorem on finite groups.

Course Outcomes:

After completing this course, the student will be able to:

1. Recall the basic concepts of group actions and their applications.
2. Explain the significance of the notions of cosets, normal subgroups and integral domain.
3. Compute the expression of permutation groups by using permutation multiplication.
4. Understand the homomorphism by using the relationship between groups
5. Outline the fundamental concepts in ring theory such as the concepts of ideals, quotient rings, integral domains, and fields.

Block 1: Elementary Groups Theory

Unit 1: Sets and Function

Unit 2: Groups

Unit 3: Subgroups

Unit 4: Classification of subgroups of cyclic groups.

Block 2: Normal Group

Unit 5: Normal subgroups.

Unit 6: Factor groups.

Unit 7: Cauchy's theorem for finite abelian groups.

Unit 8: Finite Groups

Block 3: Permutation Group

Unit 9: Permutation Groups

Unit 10: Finite Groups

Unit 11: Lagrange's theorem

Unit 12: Fermat's Little theorem;

Block 4: Group Homomorphism and Isomorphism

Unit 13: Group homomorphism

Unit 14: Group isomorphism's

Unit 15: Cayley's theorem

Unit 16: Free Group

Block 5: Ring Theory

Unit 17: Definition and examples of Rings.

Unit 18: Rings of Matrices.

Unit 19: Subrings and ideals

Unit 20: Integral domains and fields.

Recommended Books:

- Gallian, Joseph. A. (2013). Contemporary Abstract Algebra (8th ed.).
 - Cengage Learning India Private Limited, Delhi. Fourth impression, 2015.
 - Rotman, Joseph J. (1995). An Introduction to The Theory of Groups (4th ed.). Springer Verlag, New York.
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Course Name: Physics Lab-III
Course Code: PHO-2151

Credits: 2

1. Study of temperature dependence of total radiation.
2. Study of temperature dependence of spectral density of radiation.
3. Resistance thermometry.
4. Thermo-emf thermometry
5. Conduction of heat through poor conductors of different geometries.
6. To determine the coefficient of viscosity by capillary tube.
7. Charging and discharging in R.C. and R.C.L. circuits.
8. High resistance by leakage.
9. A.C. Bridges.
10. Half wave and full wave rectifiers.

Recommended Book:

- D.P. Khandelwal, "A Laboratory Manual for Undergraduate Classes (Vani Publishing House, New Delhi).
 - S.P. Singh, "Advanced Practical Physics" (Pragati Prakashan, Meerut).
 - Worsnop and Flint- Advanced Practical physics for students
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Course Name: Chemistry Lab-III
Course Code: CHO-2151

Credits: 2

Organic Chemistry

Qualitative Analysis: Identification of an organic compound through the functional group analysis, determination of melting point/boiling point and preparation of suitable derivatives.

Purification of organic compounds: By crystallization (from water or alcohol) and distillation.

Semester-IV

Course Name: Circuit Fundamentals and Basic Electronics

Course Code: PHO-2211

Credits: 4

Course Objectives: To acquire the knowledge of Growth and decay of currents through inductive resistances, Semiconductors, Transistor biasing circuits and oscillator.

Course outcomes:

- Describe resistance and circuits
- Understand semiconductors
- Explain transistors and amplifiers
- Explain about oscillators

Block I: Resistance and Circuits

Unit-1: Growth and decay of currents through inductive resistances, charging and discharging in R.C. and R.L.C. circuits.

Unit-2: Time constant, Measurement of high resistance. A.C. Bridges

Unit-3: Wien Bridge. Thevenin, Norton and Superposition theorems and their applications.

Block II: Semiconductors

Unit-4: Semiconductors, intrinsic and extrinsic semiconductors, n-type and p-type semiconductors.

Unit-5: Unbiased diode forward bias and reverse bias diodes, diode as a rectifier, diode characteristics, zener diode.

Unit-6: Avalanche and zener breakdown, power supplies, rectifier, bridge rectifier, capacitor input filter, voltage regulation, zener regulator.

Block III: Transistors

Unit-7: Bipolar transistors, three doped regions, forward and reverse bias, DC alpha, DC beta transistor curves.

Unit-8: Transistor biasing circuits, base bias, emitter bias and voltage divider bias, DC load line. Basic AC equivalent circuits

Unit-9: Low frequency model, small signal amplifiers, common emitter amplifier, common collector amplifiers.

Block IV: Amplifier

Unit-10: common base amplifiers, current and voltage gain.

Unit-11: R.C. coupled amplifier, gain, frequency response, equivalent circuit at low, medium and high frequencies, feedback principles

Unit-12: Input and output impedance, transistor as an oscillator.

Block V: Oscillator

Unit-13: General discussion and theory of Hartley oscillator only

Unit-14: Elements of transmission and reception, basic principles of amplitude modulation and demodulation

Unit-15: Principle and design of linear multimeters and their application, cathode ray oscillograph and its simple applications

Recommended books:

- B.G. Streetman; “Solid State Electronic Devices”, IInd Edition (Prentice Hall of India, New Delhi, 1986).
 - W.D. Stanley: “Electronic Devices, Circuits and Applications” (Prentice-Hall, New Delhi, 1986).
 - J.D. Ryder, “Electronics Fundamentals and Applications”, IInd Edition (Prentice-Hall of India, New Delhi, 1986)
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Course Name: State of Matter and Chemical Kinetics

Course Code: CHO-2211

Credits:4

Course Objectives:

The objective of this course is to explain the different states of matter i.e. solid, liquid and gas. The smallest structural unit of all chemical substances in these states is molecule. How the molecules are arranged in a solid, liquid and gas, is the fundamental question before a chemist. It is the 'molecular model' of matter in these states which determine their physical behaviour. The theory which visualises that all substances, whether solids, liquids or gases are made of molecules in motion is called kinetic molecular theory of matter also discuss in this course. This course also illustrates the concept of chemical kinetics. This unit covers the following topics such as rate of reaction, order of reaction, rate law for different orders of reaction, Arrhenius theory and Catalyst and its effect on the rate of a reaction.

Course Outcomes: Students will be able to:

1. Define general mathematical concepts
2. Describe Kinetic theory of gases
3. Illustrate states of matter Chemical Kinetics
4. Identify Colloids
5. Explain Chemical Kinetics

Block I: Mathematical Concepts

Unit 1: Logarithmic relations, curve sketching, linear graphs and calculation of slopes.

Unit 2: Differentiation of functions like Kx , ex , X^n , $\sin x$, $\log x$; maxima and minima, partial differentiation and reciprocity relations, Integration of some useful/relevant functions; permutations and combinations, Factorials, Probability.

Unit 3: General introduction to computers, different components of a computer, hardware and software, input-output devices; binary numbers and arithmetic's; introduction to computer languages, programming, operating systems.

Block II: Kinetic Theory of Gases

Unit 4: Gaseous state: Postulates of Kinetic Theory of Gases and derivation of the kinetic gas equation. Deviation of real gases from ideal behaviour, compressibility factor, causes of deviation. Van der Waals equation of state for real gases. Boyle temperature (derivation not required).

Unit 5: Critical phenomena, critical constants and their calculation from van der Waals equation. Andrews isotherms of CO_2 . Maxwell Boltzmann distribution laws of molecular velocities and molecular energies (graphic representation – derivation not required) and their importance.

Unit 6: Most probable, average and root mean square velocities (no derivation). Collision cross section, collision number, collision frequency, collision diameter and mean free path of molecules.

Block III: States of Matter

Unit 7: Intermolecular forces, Dipole-dipole interaction, London forces, Hydrogen bonding structure of liquids (a qualitative description). Structural differences between solids, liquids and gases; Liquid crystals: Difference between liquid crystal, solid and liquid, Classification, structure of nematic and cholesteric phases, Thermography and seven segment cells.

Unit 8: Definition of space lattice, unit cell; Laws of crystallography –(i) Law of constancy of interfacial angles, (ii) Law of rationality of indices (iii) Law of symmetry, Symmetry elements in crystals. X-ray diffraction by crystals.

Unit 9: Derivation of Bragg equation, Determination of crystal structure of NaCl, KCl and CsCl (Laue's method and powder method).

Block IV: Colloids

Unit 10: Definition of colloids, classification of colloids; Solids in liquids (sols): properties – kinetic, optical and electrical.

Unit 11: Stability of colloids, protective action, Hardy-Schulze law, gold number, Liquids in liquids (emulsions): types of emulsions, preparation, Emulsifier.

Unit 12: Liquids in solids (gels): classification, preparation and properties, inhibition, general application of colloids, colloidal electrolytes.

Block V: Chemical Kinetics:

Unit 13: Chemical kinetics and its scope, rate of a reaction, factors influencing the rate of a reaction – concentration, temperature, pressure, solvent, light catalyst, concentration dependence of rates, mathematical characteristics of simple chemical reactions – zero order, first order, second order, pseudo order.

Unit 14: Half life and mean life, Determination of the order of reaction – differential method, method of integration, method of half life period and isolation method. Radioactive decay as a first order phenomenon, theories of chemical kinetics: effect of temperature on rate of reaction, Arrhenius equation, concept of activation energy.

Unit 15: Simple collision theory based on hard sphere model, transition state theory (equilibrium hypothesis), Catalysis, characteristics of catalyzed reactions, classification of catalysis homogeneous and heterogeneous catalysis, enzyme catalysis, miscellaneous examples.

References books:

1. Mahan, B.H. University Chemistry 3rd Ed. Narosa (1998).
2. Petrucci, R.H. General Chemistry 5th Ed. Macmillan Publishing Co.: New York (1985).
3. Cotton, F.A. & Wilkinson, G. Basic Inorganic Chemistry, Wiley.
4. Shriver, D.F. & Atkins, P.W. Inorganic Chemistry, Oxford University Press.
5. Wulfsberg, G. Inorganic Chemistry, Viva Books Pvt. Ltd.
6. Rodgers, G.E. Inorganic & Solid State Chemistry, Cengage Learning India Ltd., 2008

Course Name: Real Analysis
Course Code: MAO-2211

Credits: 6

Course Objectives: The course is designed to provide students with a deep and rigorous understanding of real numbers and of defining terms to prove the results about convergence and divergence of sequences and series of real numbers. It aims to develop the ability to analyze and reason about limits, continuity, and differentiability, and apply these concepts to solve problems.

Course Outcomes:

On successful completion of this course, students should be able to:

1. Analyze and apply fundamental properties of real numbers.
2. Evaluate and interpret sequences of real numbers.
3. Solve problems involving series of real numbers.
4. Apply principles of limits and continuity to functions.
5. Demonstrate understanding and application of differentiation concepts in real analysis.

Block I: Fundamental Properties of Real Numbers

Unit 1: Sets and Numbers

Unit 2: Field and Order Structure of Real Numbers

Unit 3: Topology of Real Numbers

Block II: Sequences of Real Numbers

Unit 4: Limit Points of a Sequence

Unit 5: Limit Inferior and Superior

Unit 6: Convergent and Non-Convergent Sequences

Block III: Series of Real Numbers

Unit 7: Positive Term Series

Unit 8: Tests for Convergence

Unit 9: Series with Arbitrary Terms

Block IV: Limit and Continuity

Unit 10: Limit of a Function

Unit 11: Continuity

Unit 12: Properties of Continuous Functions

Block V: Differentiability

Unit 13: Derivative

Unit 14: Relation between Derivability and Continuity

Unit 15: Increasing and Decreasing Functions

Unit 16: Mean Value Theorems

Recommended Books:

- R. G. Bartle and D. R. Sherbert: Introduction to Real Analysis, John Wiley and Sons, Singapore, 3rd Ed, 2003.
 - S. C. Malik and S. Arora: Mathematical Analysis, New Academic Science Ltd, 5th Ed, 2017.
 - W. Rudin: Principles of Mathematical Analysis, Third Edition, McGraw Hill, New York, 3rd Ed, 1976.
 - T.M. Apostol: Mathematical Analysis, 2nd Ed., Narosa Distributor, New Delhi, 2002
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Course Name: Physics Lab-IV

Course Code: PHO-2251

Credits: 2

1. Characteristics of a transistor in CE, CB and CC configurations
2. Frequency response of R.C. coupled amplifier.
3. To verify the Norton's theorem.
4. To verify the Superposition's theorem.
5. To verify the Thevenin's theorem.
6. To determine the frequency of tuning fork.
7. To determine the velocity of sound in air by Kundt's tube.
8. Specific resistance and energy gap of a semiconductor
9. Characteristics of a transistor
10. Characteristics of a tunnel diode.

Recommended Books

- D.P. Khandelwal, "A laboratory manual for undergraduate classes" (Vani Publishing House, New Delhi).
 - S.P. Singh, "Advanced Practical Physics" (Pragati Prakashan, Meerut). Worsnop and Flint- Advanced Practical physics for students.
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Course Name: Chemistry Lab-IV
Course Code: CHO-2251

Credits: 2

1. To determine the enthalpy of solution of solid Calcium Chloride (CaCl_2).
 2. To determine the rate constant of a reaction between acetone and iodine in presence of mineral acid & a catalyst and to show that this reaction with respect to iodine is of zero order.
 3. Determination of critical solution temperature and composition of the phenol-water system and to study the effect of impurities on it.
 4. To determine the transition temperature of hydrated sodium bromide by solubility method.
 5. Determination of molecular weight of a polymer (e.g. Polystyrene) by viscometric method.
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Semester-V

Course Name: Electromagnetism

Course Code: PHO-3111

Credits: 4

Course Objectives: To acquire the knowledge of Dielectrics, Magnetic Properties of Matter, Electromagnetic Waves and Reflection by in osphere.

Course outcomes:

- Understand electrostatics.
- Understand magnetostatics.
- Explain EM waves
- Explain reflection of EM waves

Block I: Electrostatics

Unit-1: Dielectrics: Dielectric constant, polarization,

Unit-2: Electronic polarization, Atomic or ionic Polarization

Unit-3: Polarization charges, Electrostatic equation with dielectrics,

Unit-4: Field, force and energy in Dielectrics.

Block II: Magneto statics

Unit-5: Magnetic Properties of Matter: Intensity of magnetization and magnetic susceptibility

Unit-6: Properties of Dia, Para and Ferromagnetic materials, Curie temperature,

Unit-7: Hysteresis and its experimental determination.

Block III: EM Waves

Unit-8: Electromagnetic Waves: The wave', equation satisfied .by E and B, plane electromagnetic waves in vacuum,

Unit-9: Maxwell equations and their derivations, Displacement current,

Unit-10: Vector and Scalar potentials, Boundary conditions at interface between two different media,

Unit-11: Poynting vector and Poynting theorem

Block IV: Reflection of EM waves

Unit-12: Reflection at, a plane boundary of dielectrics,

Unit-13: Polarization by reflection and total internal reflection,

Unit-14: Faraday effect; waves in a conducting medium,

Unit-15: Reflection and refraction by the ionosphere

Recommended books

- Berkeley Physics Course; Electricity and Magnetism, Ed. E.M. Purcell (Mc Graw Hill).
 - Halliday and Resnik; "Physics", Vol 2.
 - D J Griffith; "Introduction to Electrodynamics" (Prentice-Hall of India).
 - Reitz and Milford; "Electricity and Magnetism (Addison-Wesley).
 - A S Mahajan and A A Rangwala; "Electricity and Magnetism" (Tata McGraw-Hill)
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Course Name: Quantum Chemistry Spectroscopy and Photochemistry

Course Code: CHO-3111

Credits: 4

Course Objectives:

The objective of this course is to explain the general concept of quantum mechanics, wave functions, postulates. An introduction to spectroscopy and photochemistry is also discussed in this chapter.

Course Outcomes: Students will be able to:

1. Define general introduction of quantum chemistry
2. Describe elementary quantum mechanics
3. Illustrate general introduction of spectroscopy
4. Identify different types of spectroscopy
5. Explain photochemistry and colligative properties

Block 1: Introduction to Quantum Mechanics

Unit 1: Black-body radiation, Planck's radiation law, photoelectric effect, heat capacity of solids, Bohr's model of hydrogen atom (without derivation) their solution of overall solution and its defects.

Unit 2: Compton effect, de-Broglie's hypothesis, the Heisenberg's uncertainty principle, Hamiltonian Operator. Schrödinger wave equation and its importance, physical interpretation of the wave function.

Unit 3: Postulates of quantum mechanics, particle in a one dimensional box. Schrödinger wave equation for H-atom, separation into three equations (without derivation), quantum numbers and their importance, hydrogen like wave functions, radial wave functions, angular wave functions.

Block II: Elementary Quantum Mechanics

Unit 4: Molecular orbital theory, basic ideas—criteria for forming M.O. from A.O., construction of M.O's by LCAO— H_2^+ ion.

Unit 5: Calculation of energy levels from wave functions, physical picture of bonding and anti-bonding wave functions, concept of, σ^* , σ^* orbitals and their characteristics, Hybrid orbitals— sp , sp^2 , sp^3 calculation of coefficients of A.O's used in sp and sp^2 hybrid orbitals and interpretation of geometry.

Unit 6: Introduction to valence bond model of H_2 , comparison of M.O. and V.B. models.

Block III: Spectroscopy: An Introduction

Unit 7: Introduction: electromagnetic radiation, regions of the spectrum, basic features of different spectrophotometers.

Unit 8: Statement of the born-oppenheimer approximation, degrees of freedom, Energy levels of a rigid rotor (semi-classical principles), selection rules, spectral intensity.

Unit 9: Distribution using population distribution (Maxwell-Boltzmann distribution) determination of bond length, qualitative description of non-rigid rotor, isotope effect.

Block IV: Infrared, Raman and Electronic Spectroscopy

Unit 10: Infrared Spectrum: Energy levels of simple harmonic oscillator, selection rules, pure vibrational spectrum, intensity, determination of force constant and qualitative relation of force constant and bond energies, effect of anharmonic motion and isotope on the spectrum, idea of vibrational frequencies of different functional groups.

Unit 11: Raman Spectrum: Concept of polarizability, pure rotational and pure vibrational Raman spectra of diatomic molecules, selection rules.

Unit 12: Electronic Spectrum: Concept of potential energy curves for bonding and antibonding molecular orbitals, qualitative description of selection rules and Franck-Condon principle. Qualitative description of σ , π and η M.O. their energy levels and the respective transition.

Block V: Photochemistry and Solutions

Unit 13: Interaction of radiation with matter, difference between thermal and photochemical processes, Laws of photochemistry: Grothus – Drapper law, Stark– Einstein law, Jablonski diagram depicting various processes occurring in the excited state, qualitative description of fluorescence, phosphorescence, non- radiative processes (internal conversion, intersystem crossing), quantum yield, photosensitized reactions–energy transfer processes (simple examples), Kinetics of Photochemical reaction.

Unit 14: Ideal and non-ideal solutions, methods of expressing concentrations of solutions, activity and activity coefficient. Dilute solution, colligative properties, Raoult's law, relative lowering of vapor pressure, molecular weight determination, Osmosis, law of osmotic pressure and its measurement, determination of molecular weight from osmotic pressure, Elevation of boiling point and depression of freezing, Thermodynamic derivation of relation between molecular weight and elevation in boiling point and depression in freezing point.

Unit 15: Experimental methods for determining various colligative properties. Abnormal molar mass, Van't Hoff factor, Colligative properties of degree of dissociation and association of solutes. Optical activity, polarization–(Clausius– Mossotti equation), orientation of dipoles in an electric field, dipole moment, induced dipole moment, measurement of dipole moment- temperature method and refractivity method, dipole moment and structure of molecules, magnetic properties paramagnetism, diamagnetism and ferromagnetic, Magnetic susceptibility, its measurements and its importance.

References:

1. Banwell, C. N. & McCash, E. M. Fundamentals of Molecular Spectroscopy 4th Ed. Tata McGraw-Hill: New Delhi (2006).
2. Chandra, A. K. Introductory Quantum Chemistry Tata McGraw-Hill (2001).
3. House, J. E. Fundamentals of Quantum Chemistry 2 nd Ed. Elsevier: USA (2004).
4. Lowe, J. P. & Peterson, K. Quantum Chemistry, Academic Press (2005).
5. Kakkar, R. Atomic & Molecular Spectroscopy: Concepts & Applications, Cambridge University Press (2015).

Course Name: Numerical Methods

Course Code: MAO-3111

Credits: 6

Course Objectives: The goal of this paper is to acquaint students for the study of certain algorithms that uses numerical approximation for the problems of mathematical analysis. Also, the use of Computer Algebra Systems (CAS) by which the intractable problems can be solved both numerically and analytically.

Course Outcomes: On successful completion of this course, students shall be able to:

1. Analyze and solve several errors and approximation in numerical methods.
2. Discuss different methods of interpolation.
3. Determine numerical differentiation & integration.
4. Apply several methods to solve curve fitting and interpolation questions and its related techniques.
5. Apply several methods to solve the equations in one variable or simultaneous equation.

Block I: Errors and Significant Digits

Unit-1: Floating point representation and computer arithmetic,

Unit-2: Significant digits, Errors: Roundoff error, Local truncation error

Unit-3: Global truncation error, Order of a method,

Unit-4: Convergence and terminal conditions

Block II: Methods: Approximated Roots

Unit-5: Efficient computations Bisection method,

Unit-6: Secant method

Unit-7: Regula Falsi method and Newton Raphson method

Unit-8: Newton's method for solving nonlinear systems

Block III: Gauss Elimination

Unit-9: Gauss elimination method (with row pivoting)

Unit-10: Gauss Jordan method, Gauss Thomas method for tridiagonal systems

Unit-11: Iterative methods: Jacobi and Gauss-Seidel iterative methods

Block IV: Interpolation and Extrapolation Methods

Unit-12: Lagrange's form and Newton's form Finite difference operators

Unit-13: Linear interpolation, Cubic spline interpolation (only method)

Unit-14: Euler's method Modified Euler's methods

Unit-15: Heun method and Mid-point method, Runge-Kutta second methods:

Block V: Numerical differentiation and Integration

Unit-16: First derivatives and second order derivatives,

Unit-17: Richardson extrapolation **Unit-18:** Trapezoid rule, Simpson's rule (only method), Newton Cotes open formulas.

Recommended Books:

- Laurence V. Fausett, Applied Numerical Analysis, Using MATLAB, Pearson, 2/e (2012)
 - M.K. Jain, S.R.K. Iyengar and R.K. Jain, Numerical Methods for Scientific and Engineering Computation, New Age International Publisher, 6/e (2012).
 - Steven C Chapra, Applied Numerical Methods with MATLAB for Engineers and Scientists, Tata McGraw Hill, 2/e(2010).
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Course Name: Physics Lab-V
Course Code: PHO- 3151

Credits: 2

1. Use of a vibration magnetometer to study a field.
2. Study of field due to a current.
3. Measurement of low resistance by Carey-Foster bridge or otherwise.
4. Measurement of inductance using impedance at different frequencies.
5. Measurement of capacitance using impedance at different frequencies.
6. Study of decay of currents in LR and RC circuits.
7. Response curve for LCR circuit and resonance frequency and quality factor.
8. Characteristic of a choke.
9. Hall-probe method for measurement of magnetic field
10. Study of Lissajous figures using a CRO.

Recommended Books

- D.P. Khandelwal, "A Laboratory Manual for Undergraduate Classes (Vani Publishing House, New Delhi).
 - S.P. Singh, "Advanced Practical Physics" (Pragati Prakashan, Meerut).
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Course Name: Chemistry Lab-V
Course Code: CHO-3151

Credits: 2

1. Spectrophotometric Determination of iron in water sample using standard addition method.
 2. To determine the transition temperature of hydrated sodium bromide by solubility method.
 3. Determination of molecular weight of a polymer (e.g. Polystyrene) by viscometric method.
 4. To determine the surface tensions of methyl alcohol, ethyl alcohol & n-hexane at room temperature and also calculate the atomic parachors of C, H & O.
 5. To determine DO & BOD of a given water sample.
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Semester-VI

Course Name: Elements of Quantum Mechanics and Atomic & Molecular Spectra

Course Code: PHO-3211

Credits: 4

Objectives: To acquire the knowledge about Matter Waves, Schrodinger wave equation, Atomic spectra and Molecular spectra.

Course outcomes:

- Understand about the origin of quantum mechanics.
- Understand Schrodinger wave equation
- Explain atomic spectra
- Explain molecular spectra

Block I: Origin of Quantum Mechanics

Unit-1: Matter Waves: Inadequacies of classical mechanics, Photoelectric phenomenon, Compton effect, wave particle duality,

Unit-2: de- Broglie matter waves and their experimental verification,

Unit-3: Heisenberg's Uncertainty principle, Complementary principle,

Unit-4: Principle of superposition, Motion of wave packets.

Block II: Schrodiner Wave Equation

Unit-5: Schrodinger wave equation and its Applications: Schrodinger wave equation, Interpretation of wave function,

Unit-6: Expectation values of dynamical variables, Ehrenfest theorem, Orthonormal properties of wave functions,

Unit-7: One dimensional motion in step potential, Rectangular barrier,

Unit-8: Square well potential, Particle in a box, normalization Simple Harmonic Oscillator.

Block III: Atomic Spectra

Unit-8: Atomic spectra: Spectra of hydrogen, deuteron and alkali atoms, spectral terms, doublet

Unit-9: Fine structure, screening constants for alkali spectra for s, p, d, and f states, selection rules.

Unit-10: Singlet and triplet fine structure in alkaline earth spectra, L-S and J-J couplings.

Weak spectra: continuous X-ray spectrum and its dependence on voltage,

Unit-11: Duane and Haunt's law. Characteristics X-rays, Moseley's law, doublet structure and screening parameters in X-ray spectra, X-ray absorption spectra.

Block IV: Molecular Spectra

Unit-12: Molecular spectra: Discrete set of electronic energies of molecules,

Unit-13: Quantization of vibrational and rotational energies, determination of inter nuclear distance,

Unit-14: Pure rotation and rotation- vibration spectra,

Unit-15: Dissociation limit for the ground and other electronic states, transition rules for pure vibration and electronic vibration spectra.

Recommended books:

- H. S. Mani and G K Mehta; “Introduction to Modern Physics” (Affiliated East-West Press 1989).
 - A Beiser, “Perspectives of Modern Physics”.
 - H. E. White; “Introduction to Atomic Physics”. Barrow; “Introduction to Molecular Physics”.
 - R. P. Feymann, R B Leighton and M Sands; “The Feynmann Lectures on Physics, Vol. III (B I Publications. Bombay. Delhi, Calcutta, Madras).
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Course Name: Organometallics, Bioinorganic Chemistry

Course Code: CHO-3211

Credits: 4

Course Objectives:

The objective of this course is to explain the general concept of organometallic compounds and its derivatives and basic knowledge of bioinorganic chemistry.

Course Outcomes: Students will be able to:

1. Define theories of coordination chemistry
2. Describe magnetic properties of transition metal complexes
3. Illustrate organometallic chemistry
4. Identify hard and soft acids and bases
5. Explain bioinorganic chemistry

Block I: Theories of coordination Chemistry

Unit 1: Metal-ligand bonding in Transition Metal Complexes Limitations of valence bond theory, an elementary idea of crystal field theory.

Unit 2: Crystal field splitting in octahedral, tetrahedral and square planar complexes, factors affecting the crystal- field parameters. Thermodynamic and Kinetic Aspects of Metal Complexes.

Unit 3: A brief outline of thermodynamics stability of metal complexes and factors affecting the stability, stability constants of complexes and their determination, substitution reactions of square planar complexes.

Block II: Magnetic Properties of Transition Metal Complexes

Unit 4: Magnetic Properties of Transition Metal Complexes, Types of magnetic behavior, methods of determining magnetic susceptibility, spin-only formula, L-S coupling.

Unit 5: Correlation of μ_s and μ_{eff} values, orbital contribution to magnetic moments, application of magnetic moment data for 3d metal complexes.

Unit 6: Electronic spectra of Transition Metal Complexes, Types of electronic transitions, selection rules for d-d transitions, spectroscopic ground states, spectrochemical series, Orgel-energy level diagram for d^1 and d^9 states, discussion of the electronic spectrum of $[\text{Ti}(\text{H}_2\text{O})_6]^{3+}$ complex.

Block III: Organometallic Chemistry

Unit 7: Organometallic Chemistry: Definition, nomenclature and classification of organometallic compounds.

Unit 8: Preparation, properties, bonding and applications of alkyls and aryls of Li, Al, Hg, Sn, metal carbonyls: 18 electron rule, preparation, structure and nature of bonding in the mononuclear carbonyls.

Unit 9: Silicones and Phosphazenes: Silicones and phosphazenes as examples of inorganic polymers, nature of bonding in tri phosphazenes.

Block IV: Hard and Soft Acids and Bases

Unit 10: Hard and Soft Acids and Bases (HSAB): Classification of acids and bases as hard and soft.

Unit 11: Pearson's HSAB concept, acid-base strength and hardness and softness, Symbiosis,

Unit 12: Theoretical basis of hardness and softness, electro negativity and hardness and softness.

Block V: Bioinorganic Chemistry

Unit 13: Bioinorganic Chemistry: Essential and trace elements in biological processes.

Unit 14: Metallo porphyrins with special reference to hemoglobin and myoglobin.

Unit 15: Biological role of alkali and alkaline earth metal ions with special reference to Ca^{2+} .

References:

1. Basic Inorganic Chemistry, F. A Cotton, G. Wilkinson, and Paul L. Gaus, 3 rd Edition (1995), John Wiley & Sons, New York.
 2. Concise Inorganic Chemistry, J. D. Lee, 5 th Edition (1996), Chapman & Hall, London.
 3. Inorganic Chemistry, J.E. Huheey, E.A. Keiter and R.L. Keiter.
 4. Berg, J.M., Tymoczko, J. L. & Stryer, L. Biochemistry 7 th Edition, W. H. Freeman.
 5. G. Odian: Principles of Polymerizations, 4 th Edition, Wiley, 2004.
-

Course Name: Mechanics and Discrete Mathematics

Course Code: MAO-3211

Credits: 6

Course Objectives: This course helps the students to develop skills and knowledge of standard concepts in mechanics and discrete mathematics. Also, to demonstrate the students that how differential mechanics and discrete mathematics can be useful in solving daily life problems.

Course Objectives:

1. Exploring different types of subgraphs of a graph and representation of a graph using adjacency and incidence matrices.
2. Utilize suitable algorithms to find the complement, line, powers, closure and dual of some given graph.
3. Explain surfaces orthogonal to the given system of surfaces.
4. Show the vector representation of forces and equilibrium.

Block I: Equilibrium Forces

Unit-1: Conditions of equilibrium of a particle and of coplanar forces acting on a rigid Body

Unit-2: Laws of friction, Problems of equilibrium under forces including friction

Unit-3: Centre of gravity

Unit-4: Work and potential energy.

Block II: Velocity and Acceleration

Unit-5: Velocity and acceleration of a particle along a curve: radial and transverse components (plane curve)

Unit-6: Angular and normal components (space curve)

Unit-7: Newton's Laws of motion, Simple harmonic motion

Unit-8: Simple Pendulum, Projectile Motion.

Block III: Simple Graphs, Special Graphs and Modelling

Unit-9: Simple graph, Directed graph, Multi graph, and Pseudo graph.

Unit-10: Graph modeling, terminology and basics.

Unit-11: Special Graphs: Complete Graph, Cycles, n-dimensional cubes

Block IV: Bipartite Graph

Unit-12: Bipartite Graph

Unit-13: Complete Bipartite Graph.

Unit-14: Subgraph and basic algebraic operations on graphs, connectivity, path, cycles,

Block V: Tree

Unit-15: Tree to be introduced as a connected graph with no cycles

Unit-16: Introduction to shortest path (least number of edges) problem, solution of shortest path problem for simple graphs using complete enumeration.

Unit-17: Euler and Hamiltonian graphs (for undirected graphs only) : Königsberg Bridge Problem, statements and interpretations of (i) necessary and sufficient conditions for Euler cycles and paths

Unit-18: Sufficient condition for Hamiltonian cycles, finding Euler cycles and Hamiltonian cycles in a given graph.

Recommended Books:

- A.S. Ramsay, Statics, CBS Publishers and Distributors (Indian Reprint), 1998.
 - A.P. Roberts, Statics and Dynamics with background in Mathematics, Cambridge University Press, 2003.
 - K.H. Rosen, Discrete mathematics and its applications, McGraw-Hill International Editions, 1999.
 - C.F. Gerald and P.O. Wheatley, Applied Numerical Analysis, Pearson Education Ind. 2004
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Course Name: Physics Lab-VI
Course Code: PHO-3251

Credits: 2

1. Study of Lorentz force.
2. Study of discrete and continuous LC transmission lines.
3. Study of spectra of hydrogen and deuterium (Rydberg constant and ratio of masses of electron to proton).
4. Absorption spectrum of iodine vapour.
5. Study of alkali or alkaline earth spectra using a concave grating.
6. Study of Zeeman effect for determination of Lande g-factor.
7. Analysis of a given band spectrum.
8. Study of Raman spectrum using laser as an excitation source
9. To plot graph showing the variation of magnetic field.
10. To plot the characteristics of PN-junction diode.

Recommended Books:

- D.P. Khandelwal, "A Laboratory Manual for Undergraduate Classes (Vani Publishing House, New Delhi).
 - S.P. Singh, "Advanced Practical Physics" (Pragati Prakashan, Meerut).
 - Worsnop and Flint- Advanced Practical physics for students.
-

Course Name: Chemistry Lab-VI

Course Code: CHO-3251

Credits: 2

1. Determination of critical solution temperature and composition of the phenol-water system and to study the effect of impurities on it.
 2. To determine the transition temperature of hydrated sodium bromide by solubility method.
 3. Determination of molecular weight of a polymer (e.g. Polystyrene) by viscometric method.
 1. To determine the surface tensions of methyl alcohol, ethyl alcohol & n-hexane at room temperature and also calculate the atomic parachors of C, H & O.
 2. To determine DO & BOD of a given water sample.
-

Course Name: Major Project
Course Code: SCO-3291

Credits: 4

Course Objective:

The objective of the course is to work with students to identify mathematical problem. The course also focuses to find out probable solution of that mathematical problem.

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

1. Identify and Define appropriate mathematical problems.
 2. Explain appropriate research approaches for addressing mathematical problems.
 3. Apply various tools and techniques to complete research.
 4. Analyse research report and make robust conclusion.
-

Faculty and Support Staff

The University has identified the requisite faculty and support staff as mandated by UGC and formally they shall be allocated the required positions from amongst the existing faculty exclusively for ODL mode or fresh appointments as required so, shall be initiated for which Letter of Intent have been issued to the prospective faculty and staff. The course material prepared by this university will be on par with any Open University/Distance Education Centre in the country.

Delivery Mechanism

The ODL of MU follows a modern ICT (Information & Communication Technology) enabled approach for instruction. The methodology of instruction in ODL of MU is different from that of the conventional/regular programs. Our ODL system is more learner-oriented and the learner is an active participant in the teaching-learning process. ODL of MU academic delivery system comprises:

A. Print Material

The printed material of the programme supplied to the students will be unit wise for every course.

B. Counselling Sessions

Normally, counselling sessions are held as per a schedule drawn beforehand by the Subject Coordinator. There will be 6 counselling/ contact classes for 4 credit courses will be held on the campus on Saturday and on Sunday of 2 hour duration for each course in face to face mode (In case of 2 credit course contact hours are required 6 hours and in case of 6 credit course contact hours required 18 hours). Contact classes will be held in the campus on Saturdays and on Sundays.

C. Medium of Instruction

Medium of Course Instruction: English
Medium of Examination: English

Student Support Systems

Universities Study Centres or Learner Support Centre shall be headed by a coordinator, not below the rank of Assistant professor and shall be augmented with academic and non-academic staff depending on the learner.

The university has made appropriate arrangements for various support services including counselling schedule and resource-oriented services evaluation methods and dates both online and offline modes for easy and smooth services to the students of distance mode.

At present the university have only one study centre on the campus. The institution is not promoting any study centres outside the campus. All student support services will be provided to the student through a single window method/mode onsite and online.

F. Procedure for Admissions, Curriculum, Transaction and Evaluation

Admission Process

Admission to the B.Sc. Programme will be done on the basis of screening of candidate's eligibility on first come first serve basis. The University will follow the reservation policy as per norms of the Government. Admission shall not be a right to the students and MU, DDOE shall retain the right to cancel any admission at any point of time if any irregularity is found in the admission process, eligibility etc.

Maximum Duration

- A. The maximum duration of the B.Sc. Programme is Six years. Thereafter, students seeking completion of the left-over course(s) will be required to seek fresh admission.
- B. The student can complete his programme within a period of 6 years failing which he/she shall seek fresh admission to complete the programme.

Eligibility

10+2 in PCM from any recognized board.

Fee Structure

Name of the Program	Degree	Duration	Year	Admission Fee	Tuition Fee/Year	Exam Fee/Year	Total (in Rs.)
Bachelor of Science (PCM)	UG	3 to 6 Years	1	1500	12000	2000	15500
			2		12000	2000	14000
			3		12000	2000	14000
Total							43500

Activity Schedule

S. No.	Name of the Activity	Tentative months schedule (specify months) during year			
		From	To	From	To
1	Admission	Jul	Sep	Jan	Mar
2	Assignment submission (if any)	Sep	Oct	Mar	Apr
3	Evaluation of assignment	Oct	Nov	Apr	May
4	Examination	Dec		Jun	
5	Declaration of result	Jan		Jul	
6	Re-registration	Jul		Jan	
7	Distribution of SLM	Jul	Sep	Jan	Mar
8	Contact programmes (counseling, practicals, etc.)	Sep	Nov	Mar	May

Credit System

MU, DDOE proposes to follow the 'Credit System' for most of its programs. Each credit amounts to 30 hours of study comprising all learning activities. Thus, a 8 credit course requires 240 hours, 6 credit course requires 180 hours, 4 credit course requires 120 hours and 2 credit course requires 60 hours of study. This helps the student to understand the academic effort to complete a course. Completion of an academic programme requires successful clearing of both, the assignments and the term-end examination of each course in a programme.

Duration of the Programme	Credits	Name of the Programme	Level of the Programme
3 to 6 Yrs	120	B.Sc. (PCM)	Bachelor's Degree

Assignments

Distance Education learners have to depend much on self study. In order to ascertain the writing skill and level of comprehension of the learner, assignment work is compulsory for all learners. Each assignment shall consist of a number of questions, case studies and practical related tasks. The assignment question papers will be uploaded to the website within a scheduled time and the learners shall be required to respond them within a specified period of time. The response of the learner is examined by a faculty member.

Evaluation

The evaluation system of the programme is based on two components:

- A. Continuous evaluation in the form of assignments (weightage 30%):** This Component carries a weightage of 30%. There will be at least one graded assignment and test per

course. These assignments are to be submitted to the Co-ordinator of the DDOE/Study Centre to which the student is assigned or attached with.

B. Term-end examination (weightage 70%): This will be held twice every year in the months of June and December. The students are at liberty to appear in any of the examinations conducted by the University during the year. A student will be allowed to appear in the Term-End Examination only after she/he has registered for that course and submitted the assignment. For appearing in the Examination, every student has to submit an Examination form through online (www.mangalayatan.in)/ or offline before the due dates as given in the schedule of operations. If a student misses any term-end examination of a course for any reason, s/he may appear for any of them or all the courses subject to the maximum of 8 courses in the subsequent term-end examinations. This facility will be available until a student secures the minimum pass grade in the courses but up to a maximum period of four semesters, since the date of registration of the course is valid for four semesters. Beyond this period s/he may continue for another four semesters by getting Re-registration by paying fee again. In that case, the score of qualified assignments and/or term-end examination will be retained and the student will be required to complete the left out requirements of such re-registered courses. Minimum requirement for passing a course will be 40% marks.

G. Laboratory Support and Library Resources

The library of Mangalayatan University aims to empower the teaching mission and intellectual culture of the community through availability through an organized collection of information as well as instruction in its access, relevance and evaluation. The University Library enriches advance learning and discovery by providing access to a broad array of resources for education, research and creative work to ensure the rich interchange of ideas in the pursuit of knowledge.

The Directorate of Distance Education of Mangalayatan University has initiated the process of setting up a dedicated Library for ODL program and acquiring printed books and e-books for this purpose. The required International and National subject journals are also provided. We have a full functioning community radio service onboard (90.4 FM). We already have annual journal subscriptions and the capacity can be enlarged at later stages as the University lines up with more online journals.

The collection of the Library is rich and diverse especially in terms of the breadth and depth of coverage. Collection encompasses subjects in Management, Commerce, Information Technology, Computer Applications, and other allied areas. This collection further includes Books, Research Journals, Project Reports/Dissertations and online Journals.

The University has well equipped Computer Laboratories, Lecture Capturing Systems, Audio Video facilities, ICT enabled class rooms, Wi-Fi facilities etc.

H. Cost Estimate of the programme and the provisions

Initial expenses have been done by the University in terms of provision of infrastructure, manpower, printing of Self Study Material etc. The University intends to allocate expenses out of the total fee collection as per following details:

a) SLM Development and Distribution	:	20%
b) Postal and ICT Expenses	:	10%
c) Salary and other Administrative expenses	:	60%

d) Future Research development reserve : 10%
Once programmes are operational, the programme budget from fee receipts will be planned as per the guidelines of University Grants Commission.

I. Quality Assurance

The University has established the Centre for Internal Quality Assurance (CIQA) in the University campus. The CIQA will monitor and maintain the quality of the ODL programmes. It has the following objectives in making the compliances of quality implementations.

Objectives

The objective of Centre for Internal Quality Assurance is to develop and put in place a comprehensive and dynamic internal quality assurance system to ensure that programmes of higher education in the Open and Distance Learning mode and Online mode being implemented by the Higher Educational Institution are of acceptable quality and further improved on continuous basis.

Functions of CIQA

The functions of Centre for Internal Quality Assurance would be following

- 1) To maintain quality in the services provided to the learners.
- 2) To undertake self-evaluative and reflective exercises for continual quality improvement in all the systems and processes of the Higher Educational Institution.
- 3) To contribute in the identification of the key areas in which Higher Educational Institution should maintain quality.
- 4) To devise mechanism to ensure that the quality of Open and Distance Learning programmes and Online programmes matches with the quality of relevant programmes in conventional mode.
- 5) To devise mechanisms for interaction with and obtaining feedback from all stakeholders namely, learners, teachers, staff, parents, society, employers, and Government for quality improvement.
- 6) To suggest measures to the authorities of Higher Educational Institution for qualitative improvement.
- 7) To facilitate the implementation of its recommendations through periodic reviews.
- 8) To organize workshops/seminars/symposium on quality related themes, ensure participation of all stakeholders, and disseminate the reports of such activities among all the stakeholders in Higher Educational Institution.
- 9) To develop and collate best practices in all areas leading to quality enhancement in services to the learners and disseminate the same all concerned in Higher Educational Institution.
- 10) To collect, collate and disseminate accurate, complete and reliable statistics about the quality of the programme(s).
- 11) To ensure that Programme Project Report for each programme is according to the norms and guidelines prescribed by the Commission and wherever necessary by the appropriate regulatory authority having control over the programme;
- 12) To put in place a mechanism to ensure the proper implementation of Programme Project Reports.

- 13) To maintain a record of Annual Plans and Annual Reports of Higher Educational Institution, review them periodically and generate actionable reports.
- 14) To provide inputs to the Higher Educational Institution for restructuring of programmes in order to make them relevant to the job market.
- 15) To facilitate system based research on ways of creating learner centric environment and to bring about qualitative change in the entire system.
- 16) To act as a nodal coordinating unit for seeking assessment and accreditation from a designated body for accreditation such as NAAC etc.
- 17) To adopt measures to ensure internalization and institutionalization of quality enhancement practices through periodic accreditation and audit.
- 18) To coordinate between Higher Educational Institution and the Commission for various qualities related initiatives or guidelines.
- 19) To obtain information from other Higher Educational Institutions on various quality benchmarks or parameters and best practices.
- 20) To record activities undertaken on quality assurance in the form of an annual report of Centre for Internal Quality Assurance.
- 21) It will be mandatory for Centre for Internal Quality Assurance to submit Annual Reports to the Statutory Authorities or Bodies of the Higher Educational Institution about its activities at the end of each academic session. A copy of report in the format specified by the Commission, duly approved by the statutory authorities of the Higher Educational Institution shall be submitted annually to the Commission.

After enrolling in B.Sc. Programme at Mangalayatan University in ODL mode, student will exhibit understanding in areas such as critical thinking, effective communication and develop problem solving, scientific temperament with right set of ethics and attitude towards environment and sustainability. After completion of B.Sc. Programme, student will participate in multiple functional areas of science and technology.



Registrar
Mangalayatan University
Beswan, Aligarh

**MANGALAYATAN UNIVERSITY,
ALIGARH**

**DIRECTORATE OF DISTANCE AND ONLINE
EDUCATION**



PROGRAMME PROJECT REPORT

BACHELOR OF SCIENCE

(Zoology, Botany and Chemistry)

2023-24

Registrar
Mangalayatan University
Beswan, Aligarh

Introduction

Bachelor of Science in Zoology, Botany and Chemistry (B.Sc. ZBC) degree is unique at Mangalayatan University in its commitment to both breadth and depth of knowledge after 12th. Its aim and scope is very focused in its approach to preparing a student for higher education as well as for competitive exams. It also provides a sound platform to the students with the requisite background to proceed with confidence for higher studies in the form of M. Sc., MBA, etc. The three-year UG program would require a minimum of **120** credits through distance mode including ICT enabled study. Increasing numbers of students have become interested in BSc. (ZBC) program, due to availability of jobs in government sector (through competitive exams) and making careers in higher education.

A. Programme's Mission and Objectives

Mission:

- To cater and ensure excellent theoretical and practical training through teaching, counseling, and mentoring with a view to achieve professional and academic excellence.
- To connect with industry and incorporating knowledge for research enhancement.
- To generate, disseminate and preserve knowledge for the benefit and betterment of society.

Objectives:

- To educate and train individuals to be well prepared for higher education.
- To be able to engage independent and life-long learning.
- To develop professionally that ensures existence in the competitive world.

B. Relevance of the Programme with HEI's Missions and Goals

B.Sc. (ZBC) programme is identifying the assumptions that frame thinking, actions, checking out the degree to which these assumptions are accurate and valid, and looking at our ideas and decisions. The aim of the programme is to transmit concepts and complex information effectively which utilize knowledge to solve theoretical and applied problems. The stakeholder will show scientific temperaments in daily life and understand the moral dimensions of their decisions with responsibility for them including ability to engage in independent and life-long learning.

The goals of ODL (Open Distance Learning) program is to provide educational facilities to all qualified and willing persons who are unable to join regular courses due to personal or professional reasons. There are many potential learners who cannot afford to join regular courses due to professional responsibilities and personal commitments. The programme's objectives and goals are on the lines of HEIs vision and Mission.

Vision:

To be an institution where the most formative years of a young mind are spent in the guided pursuit of excellence while developing a spirit of inquisitive questioning, an ability to excel in the pressure of a fast-changing professional world, and a desire to

grow into a personality than a person, in an environment that fosters strong moral and ethical values, teamwork, community service and environment consciousness.

Mission:

- To be the enablers of the confluence of academic rigor and professional practicality.
- To bring global best practices to students through widespread use of technology.
- To empower our faculty to constantly develop new skills and excel professionally.
- To provide the best campus environment to students and faculty with all facilities to nurture their interest.

C. Nature of Prospective Target Group of Learners

The ODL programme of Mangalayatan University (MU) shall target the working professionals as well as those who cannot attend a full-time program due to constraints. We also welcome those candidates who want to see their career in the field of Basic Sciences. Students may complete their practical work/assignment through virtual lab mode. Desirous candidates of B.Sc. program shall have to meet the eligibility norms as follows:

- 1. To obtain admission in BSc. programme offered through ODL mode, the learner must have completed 10+2 in Science stream.*
- 2. The learner must have scored a minimum of 45% marks aggregately at 10+2 level.*

D. Appropriateness of Programme to be conducted in ODL mode to acquire specific skills and competence

The University has identified the following **Programme Outcomes (PO) and Programme Specific Outcomes (PSO)** as acquisition of specific skills and competence in B.Sc. Programme.

Programme Outcomes (PO)

- PO1: Critical Thinking: Take informed actions after identifying the assumptions that frame our thinking and actions, checking out the degree to which these assumptions are accurate and valid, and looking at our ideas and decisions (intellectual, organizational, and personal) from different perspectives.
- PO2: Effective Communication: Transmit concepts and complex information effectively by written, computational and graphical means.
- PO3: Problem Solving: Utilize knowledge to solve theoretical and applied problems by understanding, analysis and synthesis.
- PO4: Scientific Temperament: Show scientific thought process in drawing conclusions from daily life experiences without letting it being affected by biases and prejudices.
- PO5: Ethics: Recognize different value systems including their own, understand the moral dimensions of their decisions, and accept responsibility for them.
- PO6: Environment and Sustainability: Understand the issues of environmental contexts and sustainable development.
- PO7: Self-directed and Life-long Learning: Acquire the ability to engage in independent and life-long learning.

Programme Specific Outcomes (PSOs)

- PSO1: Attain a systemic understanding of core concepts, principles and theories along with their applications.
- PSO2: Prepare to develop professionally through lifelong learning, higher education and accept the challenges in research and other creative pursuits in the area of specialization.

Evaluation Scheme

Semester-I						
S.N.	Course Code	Course Name	Credit	Continuous Assessment Marks	Term End Exam Marks	Grand Total
				Max. Marks	Max. Marks	
1	BDO-1111	Biodiversity-I	4	30	70	100
2	CHO-1111	Basic Analytical Chemistry	4	30	70	100
3	ZCO-1111	Non-chordates	4	30	70	100
4	ENO-1100	English Communication	4	30	70	100
5	BDO-1151	Botany Lab- I	2	30	70	100
6	CHO-1151	Chemistry Lab- I	2	30	70	100
7	ZCO-1151	Zoology Lab-I	2	30	70	100
Total			22	210	490	700

Semester-II						
S.N.	Course Code	Course Name	Credit	Continuous Assessment Marks	Term End Exam Marks	Grand Total
				Max. Marks	Max. Marks	
1	BDO-1211	Biodiversity-II	4	30	70	100
2	CHO-1211	Atomic Structure, Bonding and Hydrocarbons	4	30	70	100
3	ZCO-1211	Diversity of Protochordates and lower chordates	4	30	70	100
4	ABO-1200	Environmental Sciences	4	30	70	100
5	BDO-1251	Botany Lab-II	2	30	70	100
6	CHO-1251	Chemistry Lab-II	2	30	70	100
7	ZCO-1251	Zoology Lab-II	2	30	70	100
Total			22	210	490	700

Semester-III						
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S.N.	Course Code	Course Name	Credit	Continuous Assessment Marks	Term End Exam Marks	Grand Total
				Max. Marks	Max. Marks	
1	BDO-2111	Plant Anatomy and Embryology	4	30	70	100
2	CHO-2111	Organic Chemistry	4	30	70	100
3	ZCO-2111	Diversity of Higher Chordates	4	30	70	100
4	BDO-2151	Botany Lab-III	2	30	70	100
5	CHO-2151	Chemistry Lab-III	2	30	70	100
6	ZCO-2151	Zoology Lab-III	2	30	70	100
Total			18	180	420	600

Semester-IV						
S.N.	Course Code	Course Name	Credit	Continuous Assessment Marks	Term End Exam Marks	Grand Total
				Max. Marks	Max. Marks	
1	BDO-2211	Plant Physiology and Metabolism	4	30	70	100
2	CHO-2211	States of Matter and Chemical Kinetics	4	30	70	100
3	ZCO-2211	Mammalian Physiology-I	4	30	70	100
4	BDO-2251	Botany Lab-IV	2	30	70	100
5	CHO-2251	Chemistry Lab-IV	2	30	70	100
6	ZCO-2251	Zoology Lab-IV	2	30	70	100
Total			18	180	420	600

Semester-V						
S.N.	Course Code	Course Name	Credit	Continuous Assessment Marks	Term End Exam Marks	Grand Total
				Max. Marks	Max. Marks	
1	BDO-3111	Cell Biology	4	30	70	100
2	CHO-3111	Quantum Chemistry Spectroscopy and Photochemistry	4	30	70	100

3	ZCO-3111	Microbiology, Immunology, Animal Biotechnology	4	30	70	100
4	BDO-3151	Botany Lab-V	2	30	70	100
5	CHO-3151	Chemistry Lab-V	2	30	70	100
6	ZCO-3151	Zoology Lab-V	2	30	70	100
Total			18	180	420	600

Semester-VI						
S.N.	Course Code	Course Name	Credit	Continuous Assessment Marks	Term End Exam Marks	Grand Total
				Max. Marks	Max. Marks	
1	BDO-3211	Genetics and Plant Breeding	4	30	70	100
2	CHO-3211	Organometallics, Bioinorganic Chemistry	4	30	70	100
3	ZCO-3211	Mammalian Physiology-II	4	30	70	100
4	BDO-3251	Botany Lab-VI	2	30	70	100
5	CHO-3251	Chemistry Lab-VI	2	30	70	100
6	ZCO-3251	Zoology Lab-VI	2	30	70	100
7	SCO-3291	Major Project	4	30	70	100
Total			22	210	490	700

MOOCs

The University shall give flexibility in opting for MOOCs (Massive Online Open Courses)/SWAYAM by the students pertaining to the prescribed curriculum and also the Credits earned in the MOOCs may be dealt as part of the evaluation scheme as per UGC (Open and Distance Learning Programmes and Online Programmes) Regulations, 2020.

Syllabi and Course Materials

Syllabi, PPR and self-learning materials are developed mostly by experienced faculty members of Mangalayatan University in consultation with contents experts and the same will be forwarded to CIQA and BoS/Academic Council/ Executive Council for further suggestions and approval.

Semester-I

Course Name: Biodiversity-I

Course Code: BDO-1111

Credits: 4

Course objectives:

The paper deals with the classification, general features, nutrition, reproduction of bacteria, virus, fungi, and algae

Course outcomes:

- General account of structure and classification of bacteria.
- General account of discovery, ultrastructure and chemistry of viruses
- General characters and life history of some important fungi and algae.

Block I: Bacteria:

Unit 1: General characters and classification of Eubacteria,

Unit 2: Ultra structure, Nutrition and reproduction of Eubacteria.

Unit 3: Salient features, biological importance of harmful and useful bacteria;

Unit 4: Reproduction and Economic importance of bacteria

Block II: Virus

Unit 5: General account of Viruses:

Unit 6: Definition, occurrence, discovery,

Unit 7: Prokaryotic & eukaryotic viruses,

Unit 8: Chemistry, symmetry, ultra structure of bacteriophage, plant and animal viruses

Block III: Fungi

Unit 9: General characters,

Unit 10: Important features (in brief) and life history of Phytophthora, Rhizopus, Saccharomyces, Puccinia and Colletotrichum.

Unit 11: Economic importance of fungi

Block IV: Algae

Unit 12: General characters, range of thallus organization,

Unit 13: classification, ultrastructure of eukaryotic algal cell and cyanobacterial cell.

Unit 14: Economic importance of algae.

Unit.15: Structure and reproduction of Chlamydomonas, Volvox, Hydrodictyon, Oedogonium, Chara, Vaucheria, Spirogyra, Polysiphonia.

Recommended books-

- Fundamentals of Microbiology 5th Edition by Alcamo, I. Edward. Wesley Longman Inc
- Kumar H. D. 1988. Introductory Phycology. Affiliated East-West Press Ltd., New Delhi.
- Botany Vol. II by Pandey, S.N., Trivedi, P.S. and Mishra, S.P. (1994) Vikas Publishing House Pvt. Ltd. New Delhi

Course Name: Basic Analytical Chemistry

Course Code: CHO-1111

Credit: 4

Objectives:

The objective of this course is to acquire basic concepts, principles, and techniques of analytical chemistry, different types of spectroscopic techniques and organometallic compounds.

Course Outcomes:

After learning this course, students will be able to

1. Explain the general concept of spectroscopy.
2. Evaluate the basic organometallic compound
3. Define general organic compounds
4. Understand heterocyclic compounds
5. Illustrate different saccharides unit

Block I: Nuclear Magnetic Resonance (NMR) Spectroscopy

Unit 1: Proton magnetic resonance (^1H NMR) spectroscopy, nuclear shielding and deshielding, chemical shift and factors affecting the chemical shifts with examples.

Unit 2: Molecular structure, spin-spin splitting and coupling constants, areas of signals, interpretation of ^1H NMR spectra of simple organic molecules such as ethyl bromide, ethanol, acetaldehyde, 1, 1, 2-tribromoethane, ethyl acetate, toluene and acetophenone.

Unit 3: Problems pertaining to the structures elucidation of simple organic compounds using UV, IR and ^1H NMR spectroscopic techniques.

Block II: Organometallic Compounds

Unit 4: Organo magnesium compounds: the Grignard reagents, formation, structure and chemical reactions.

Unit 5: Organozinc compounds: formation and chemical reactions.

Unit 6: Organo lithium and organo copper compounds: formation and chemical reactions.

Block III: Heterocyclic Compounds

Unit 7: Nomenclature, structural formation, methods of formation and chemical reactions of thiols, thioethers, sulphonic acids, sulphonamides and Sulpha-guanidine.

Unit 8: Introduction: Molecular orbital picture and aromatic characteristics of pyrrole, furan, thiophene and pyridine, Method of synthesis and chemical reactions with particular emphasis on the mechanism of electrophilic substitution.

Unit 9: Mechanism of nucleophilic substitution reaction in pyridine derivatives, Comparison of basicity of pyridine, piperidine and pyrrole.

Block 4: Five and Six Membered Compounds

Unit 10: Introduction to condensed five and six membered heterocycles, Preparation and reactions of indole with special reference to Fisher indole synthesis.

Unit 11: Preparation and reactions of quinoline and iso quinoline with special reference to Skraup synthesis and Bischler - Nepieralski synthesis.

Unit 12: Mechanism of electrophilic substitution reactions of indole, quinoline and iso quinoline.

Block V: Carbohydrates

Unit 13: Classification and nomenclature, Monosaccharides, mechanism of osazone formation, interconversion of glucose and fructose, chain lengthening and chain shortening of aldoses.

Unit 14: Configuration of monosaccharides, Erythro and threo diastereomers, Conversion of glucose into mannose, Formation of glucosides, ethers and esters, Determination of ring size of monosaccharides.

Unit 15: Cyclic structure of D(+)-glucose, Mechanism of mutarotation, Structures of ribose and deoxyribose, An introduction to disaccharides (maltose, sucrose and lactose) and polysaccharides (starch and cellulose) without involving structure determination.

References:

1. Advanced Analytical Chemistry by Reddy, Chandrasekhara. New Delhi Campus Books Inter.
2. Analytical Chemistry: Theory and Practice by Verma, R. M. New Delhi CBS Pub. & amp; Distributors 1994.

Analytical Chemistry by Sharma, B.K. Meerut Krishna Prakashan 2014.

Course Name: Non-chordates

Course Code: ZCO-1111

Credits: 4

Course objectives:

The objective of this course is to provide students with a comprehensive understanding of the general characteristics and classification of Protozoa, Porifera, Coelenterata, and Helminthes. Students will explore the economic importance of these groups, study specific type specimens, and gain knowledge about their life histories, modes of infection, and pathogenicity. The course aims to develop students' analytical and observational skills in studying these diverse organisms and their ecological roles.

Course outcomes:

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

1. Demonstrate a comprehensive understanding of the general characteristics and classification of Protozoa, Porifera, Coelenterata, and Helminthes up to the level of order.
2. Evaluate the economic importance of these organisms in various ecosystems and their ecological roles.
3. Describe in detail the type study organisms, including Paramecium (Protozoa), Sycon (Porifera), Obelia (Coelenterata), and Fasciola hepatica (Helminthes).
4. Explain the life history, reproductive processes, and ecological adaptations of the type study organisms.
5. Analyze the mode of infection and pathogenicity of selected parasitic protozoans (e.g., Trypanosoma, Leishmania, and Giardia) and important helminths (e.g., Ancylostoma, Schistosoma, and Wuchereria).
6. Apply observational and analytical skills to classify and identify organisms within these groups based on their morphological characteristics.

Block I: Protozoa

Unit 1-General characteristics and classification up to the level of order,

Unit 2-Economic importance of protozoa,

Unit 3-Type study of Paramecium, Life history of Paramecium,

Unit 4-Mode of infection and pathogenicity of some parasitic protozoans (Trypanosoma, Leishmania, and Giardia)

Block II: Porifera

Unit 5-General characteristics and classification up to the level of order,

Unit 6-Economic importance of porifera,

Unit 7-Type study of Sycon,

Unit 8-Canal system in sponge, Spicules in sponges

Block III: Coelenterata

Unit 9-General characteristics and classification up to the level of order,

Unit 10-Economic importance of coelenterate,

Unit 11-Type study of Obelia, Corals and coral reefs,

Unit 12-Polymorphism in coelenterates

Block IV: Helminthes

Unit 13-General characteristics and classification up to the level of order,

Unit 14-Economic importance of helminthes,

Unit 15-Type study of Fasciola hepatica,

Unit 16-Brief accounts of the life history and mode of infection of some important helminths (Ancylostoma, Schistosoma, Wuchereria)

Recommended Books:

- "Introduction to Protozoology" by G. R. K. Muir
 - "Porifera" by John N. A. Hooper and Rob W. M. van Soest
 - "Cnidaria: The Sea Anemones, Hydroids, Jellyfish, and Others" by Roger N. Hughes
 - "Introduction to the Study of Dinoflagellates" by John Johnsen and Elizabeth J. Carpenter
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Course Name: English Communication

Course Code: ENO-1100

Credit: 4

Course Objectives: Understanding the fundamental communication skills being integral to personal, social and professional interactions. To develop the ability to share thoughts, emotions and ideas through various means of communication: both verbal and nonverbal.

Course Outcomes

After completion the course, students will be able to develop correct pronunciation. They will be able to communicate effectively.

Block I. Self-Introduction

Unit 1. Introducing self

Unit 2. Speaking about achievements

Unit 3. Voicing future aspects

Block II. Non-Verbal Communication

Unit 4. Types of non- verbal communication

Unit 5. Body Language

Unit 6. Paralanguage skills

Block III. Manners and Etiquettes

Unit 7. Personal grooming

Unit 8. Dress code

Unit 9. Telephone etiquettes

Unit 10. Intellectual grooming

Block IV. Conversation in Real Life Situations

Unit 11. Meeting people

Unit 12. Travelling

Unit 13. Visiting Places

Unit 14. Shopping

Block V. Public Speaking Skills

Unit 15. Extempore

Unit 16. Role Play

Unit 17. Group Discussion

Books Reference:

- Fluency in English part-1, Macmillan, Delhi,2005, Units 1-18
 - Martin Hewing, Advanced English Grammar, CUP, New Delhi, 2010, Unit 1-60.
 - Language through Literature (forth coming). Dr. Gauri Mishra, Dr. Ranjana Kaul, Dr. Brat Biswas, Primus Books, Delhi 2005 Chapter 1-17
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Course Name: Botany Lab-I

Course Code: BDO-1151

Credits: 2

Course Objective:

The course objective of Botany Lab is to develop practical skills and techniques for students to explore and observe various plant structures, conduct experiments, and apply scientific methods in the study of plant biology.

Course Outcomes:

By the end of this course, students will be able to Master lab equipment & techniques, Identify Gram positive/negative bacteria, Isolate bacteria, Prepare temporary slides of select microorganisms, Create permanent slides of algae, Study reproductive parts of various organisms.

1. Laboratory equipment's and techniques
2. To differentiate between Gram positive and Gram negative bacteria
3. Isolation of bacteria.
4. To prepare temporary slides of *Phytophthora*, *Rhizopus*, *Saccharomyces*, and *Puccinia*
5. Preparation of permanent slides of algae.
6. Study of vegetative and reproductive parts of Volvox, Oedogonium, Chara, and Polysiphonia

Recommended books

- Susila, S.B. and Shantharam, S. 2000. General Microbiology. Oxford & IBH Publ., New Delhi.
 - Webster, J 1985. Introduction to Fungi. Cambridge Univ. Press
-

Course Name: Chemistry Lab -I

Credit: 2

Course Code: CHO-1151

1. Spectro-photometric Determination of iron in water sample using standard addition method.
 2. To determine the transition temperature of hydrated sodium bromide by solubility method.
 3. Determination of molecular weight of a polymer (e.g. Polystyrene) by viscometric method.
 4. To determine the surface tensions of methyl alcohol, ethyl alcohol & n-hexane at room
 5. temperature and also calculate the atomic parachors of C, H & O.
 6. To determine DO & BOD of a given water sample.
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Course Name: Zoology Lab-I

Course Code: ZC0-1151

Credits: 2

Course Outcomes:

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

1. Acquire proficiency in culture techniques for the examination of Amoeba, Euglena, and Paramecium, enabling the study of their morphology and life cycles.
2. Demonstrate the ability to prepare slides and observe the structures, binary division, and conjugation of Paramecium, facilitating the understanding of its reproductive processes.
3. Identify and analyze prepared slides of diverse protozoan species enhancing knowledge of their morphology and diversity.
4. Conduct examinations of rectal protozoans, including Opalina, Balantidium, and Nyctotherus, leading to a deeper understanding of their ecological significance and pathogenic potential.
5. Comprehend the general characteristics, spicules, and sectional anatomy of Sycon, enabling the identification and classification of this sponge species and understanding its role in marine ecosystems.

Lab 1-Amoeba-Examination of culture and prepared slide of Amoeba proteus.

Lab 2-Euglena-Culture examination and slides of Euglena.

Lab 3-Paramecium-Culture examination, Prepared slides for the structure, binary division, and conjugation of Paramecium.

Lab 4-Examination of rectal protozoans- Opalina, Balantidium, Nyctotherus

Lab 5-Sycon-General characters, Spicules glycerine preparation, Transverse and longitudinal sections (prepared slides)

Lab 6-Gemmule of Spongilla-Permanent preparation

Lab 7-Different kinds of sponge spicules and sponging fibres of Euspongia-Prepared slides

Lab 8-Hydra-Live specimens, Preparation of slides of entire specimens, Longitudinal and transverse sections (prepared slides)

Lab 9-Obelia-Colony (prepared slide), Medusa (prepared slide)

Lab 10-Aurelia-General morphology, Tentaculocyst (prepared slide), Prepared slides

Lab 11-Fasciola-Specimens in situ and prepared slides, Transverse sections and prepared slides of larval forms

Recommended Books:

- "Laboratory Manual of Zoology" by Miller and Harley
 - "Practical Zoology Invertebrates" by Dr. Prakash C. Ghosh
 - "A Guide to Practical Invertebrate Zoology" by C.H. Collins
 - "A Laboratory Guide to Protozoology" by Allen W. Johnson and Carl O. Nordgren
 - "A Laboratory Guide to Invertebrate Zoology" by Alan S. Kohn
 - "Practical Zoology Helminths" by Dr. Prakash C. Ghosh
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Semester-II

Course Name: Biodiversity-II

Course Code: BDO-1211

Credits: 4

Course objectives:

The paper deals with the classification, general features, morphology, anatomy and reproduction of Bryophytes, Pteridophytes, Gymnosperms. Recognize the plants with the scientific names of angiosperms.

Course outcomes:

- General account of structure and reproduction of bryophytes
- To explain about morphology, anatomy, classification, reproduction of some important Pteridophytes, and Gymnosperms.
- Enable student to create new name to the innovative plant species as per the rules formulated by ICBN. To study salient features of some families.

Block I: Bryophytes

Unit 1: Introduction, general characters, classification, reproduction,

Unit 2: affinities with algae and economic importance.

Unit 3: Structure, Gametophytic and sporophytic organization of the followings: Riccia, Marchantia. Anthoceros, Funaria.

Block II: Pteridophytes

Unit 4: General features, classification, stellar system and its evolution.

Unit 5: Heterospory and seed habit.

Unit 6: Ecological and economic importance of Pteridophytes

Unit 7: Comparative study of morphology, anatomy, development, vegetative and reproductive systems of following: Lycopodium, Selaginella, Rhynia, Marsilea.

Block III: Gymnosperms

Unit 8: General characters,

Unit 9: Classification of Gymnosperms.

Unit 10: Comparative study of morphology, anatomy, development of vegetative and reproductive parts in: Cycas, Pinus and Gnetum.

Unit 11: Ecological and economic importance of gymnosperms.

Block IV: Angiosperms

Unit 12: Identification, nomenclature, types of classification:(Bentham and Hooker; Hutchinson classification),

Unit 13 Salient features of the International Code of Botanical Nomenclature;

Unit 14: Important herbaria and botanical gardens of the world and India.

Unit 15: Diagnostic features and economic importance of Ranunculaceae, Malvaceae, Lamiaceae, Papilionaceae, Solanaceae, Asteraceae, Euphorbiaceae, Poaceae and Liliaceae.

Recommended books

- Bryophyta by Vashishta, B.R., Sinha, A.K. and Kumar, A. (1992). S. Chand & Company Ltd. New Delhi.

- Botany Vol. II by Pandey, S.N., Trivedi, P.S. and Mishra, S.P. (1994) Vikas Publishing House Pvt. Ltd. New Delhi
 - Bhatnagar, S.P. and Mitra, A. 1996. Gymnosperms, new Algae International Pvt. Ltd., New Delhi.
 - Angiosperm Taxonomy by Pandey, B.P. (1999). S. Chand and Company, Pvt. Ltd., New Delhi, 600
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Course Name: Atomic Structure, Bonding & Hydrocarbons

Course Code: CHO-1211

Credit: 4

Course Objectives:

The objective of this unit is to explain the concept of an atoms. Accordingly, an attempt has been made to for the arrangement of protons and neutrons in the nucleus and the rules governing the arrangement of electrons in the extra nuclear region of an atom and filling of orbitals belonging to higher energy shells prior to the entry of electrons in the orbitals of lower energy shells. The systematic classification of these elements with respect to their physical/chemical properties also explain in this unit. This unit also covers the driving force that makes the isolated atoms to combine to form the polyatomic molecules or ions as well as to find the answers of certain interesting questions such as: What is a chemical bond? What happens to the energy of the atoms and the molecules? What happens in terms of electronic structure, while bond formation takes place?

Course Outcomes:

After learning this unit, students will be able to

1. Define Atomic structure
2. Show Chemical Bonding
3. Explain ionic structures
4. Illustrate hydrides
5. Classify carbon and halogen compounds

Block 1: Atomic Structure

Unit 1: Atoms, theories of atoms, Review of: Bohr's theory and its limitations, dual behavior of matter and radiation, de Broglie's relation, Heisenberg Uncertainty principle. Hydrogen atom spectra. Need of a new approach to Atomic structure.

Unit 2:

Idea of de-Broglie matter waves, Heisenberg uncertainty principle, atomic orbitals, Schrödinger wave equation, significance of Ψ and Ψ^2 .

Unit 3: quantum numbers, radial and angular wave functions and probability distribution curves, shapes of s, p, d, orbitals, Aufbau and Pauli exclusion principles, Hund's multiplicity rule, Electronic configurations of the elements, effective nuclear charge.

Block II: Chemical Bonding

Unit 4: Atomic and ionic radii, ionization energy, electron affinity and electronegativity definition, methods of determination or evaluation, trends in periodic table and applications in predicting and explaining the chemical behaviour.

Unit 5: Chemical bond, types of chemical bond, Valence bond theory and its limitations, directional characteristics of covalent bond, various types of hybridization and shapes of simple inorganic molecules and ions.

Unit 6: Valence shall electron pair repulsion (VSEPR) theory to NH_3 , H_3O^+ , SF_4 , ClF_3 , ICl_2^- and H_2O , MO theory, homonuclear and heteronuclear (CO and NO) diatomic molecules, multicenter bonding in electron deficient molecules, bond strength and bond energy, percentage ionic character from dipole moment and electro-negativity difference.

Block III: Ionic Structures

Unit 7: Ionic structures, radius ratio effect and coordination number, limitation of radius ratio rule, lattice defects.

Unit 8: Semiconductors, lattice energy and Born-Haber cycle, salvation energy and solubility of ionic solids.

Unit 9: Polarizing power and polarizability of ions, Fajan's rule, Metallic bond- free electron, valence bond and band theories. Weak Interactions – Hydrogen bonding, Vander Waals forces.

Block IV: Hydrides

Unit 10: Comparative study, diagonal relationship, salient features of hydrides, salvation and complexation tendencies including their function in biosystems.

Unit 11: An introduction to alkyls and aryls. Comparative study (including diagonal relationship) of groups 13-17 elements, compounds like hydrides, oxides, oxyacids and halides of group 13-16.

Unit 12: Hydrides of boron-diborane and higher boranes, borazine, boron hydrides.

Block V: Carbon and Halogen Compounds

Unit 13: Fullerenes, carbides, fluorocarbons, silicates (structural principle), tetra sulphurtetra nitride.

Unit 14: Basic properties of halogens, inter halogens and polyhalides and their reactions.

Unit 15: Chemical properties of the noble gases, chemistry of xenon, structure and bonding in xenon compounds.

References:

1. Basic Inorganic Chemistry, F. A Cotton, G. Wilkinson, and Paul L. Gaus, 3 rd Edition (1995), John Wiley & Sons, New York.
 2. Concise Inorganic Chemistry, J. D. Lee, 5 th Edition (1996), Chapman & Hall, London
 3. Huheey, J.E., Keiter, E.A., Keiter, R.L. & Medhi, O.K. Inorganic Chemistry: Principles of structure and Reactivity, Pearson Education India, 2006.
 4. Graham Solomon, T.W., Fryhle, C.B. & Snyder, S.A. Organic Chemistry, John Wiley & Sons (2014).
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Course Name: Diversity of Protochordates and lower chordates

Course Code: ZCO-1211

Credits: 4

Course Objective:

The objective of the course "Diversity of Protochordates and Lower Chordates" is to provide students with a comprehensive understanding of the general characteristics, classification, morphology, anatomy, physiology, reproductive strategies, and ecological roles of Protochordates and Lower Chordates. The course aims to familiarize students with the evolutionary relationships and comparative analysis among different taxa within these groups.

Course Outcomes: By the end of this course, students will be able to:

1. Understand the significance of Protochordates and Lower Chordates in the context of chordate evolution and diversity.
2. Classify Protochordates and Lower Chordates based on their distinctive characteristics and key features.
3. Compare and contrast the different groups within Protochordates and Lower Chordates, emphasizing their evolutionary relationships.
4. Describe the morphology, anatomy, and physiology of Tunicates, including their specialized feeding mechanisms, modes of locomotion, and reproductive strategies.
5. Explain the life cycle and reproductive strategies of Tunicates, recognizing their ecological roles and economic importance in marine ecosystems.

Block I: Protochordates and Lower Chordates

Unit 1-General Introduction and Classification of Protochordates and Lower Chordates:

Unit 2-General characteristics and classification of Protochordates and Lower Chordates,

Unit 3-Overview of different groups within Protochordates and Lower Chordates,

Unit 4-Comparison of key features and evolutionary relationships among different taxa

Block II: Tunicates

Unit 5- General characteristics and classification of Tunicates,

Unit 6-Morphology, anatomy, and physiology of Tunicates,

Unit 7-Life cycle and reproductive strategies of Tunicates,

Unit 8-Economic importance and ecological roles of Tunicates

Block III: Lancelets (Cephalochordates)

Unit 9- General characteristics and classification of Lancelets.

Unit 10-Morphology, anatomy, and physiology of Lancelets.

Unit 11-Feeding, locomotion, and reproduction in Lancelets.

Unit 12-Adaptations and ecological significance of Lancelets.

Block IV: Hagfishes and Lampreys (Myxini and Petromyzontida)

Unit 13- General characteristics and classification of Hagfishes and Lampreys.

Unit 14-Morphology, anatomy, and physiology of Hagfishes and Lampreys.

Unit 15-Feeding, locomotion, and reproduction in Hagfishes and Lampreys.

Unit 16-Evolutionary significance and ecological roles of Hagfishes and Lampreys.

Recommended Books:

- "Invertebrate Zoology: A Functional Evolutionary Approach" by Edward E. Ruppert, Richard S. Fox, and Robert D. Barnes
- "Chordate Zoology" by E.L. Jordan and P.S. Verma

- "Protochordate Biology" by R.C. Chauhan
 - "Lower Chordates and Jawless Fishes" by H.S. Sandhu
 - "Introduction to the Biology of Marine Life" by John F. Morrissey and James L. Sumich
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Course Name - Environmental Science

Course Code: ABO-1200

Credits: 4

Course Objectives:

- To gain the knowledge of current status of environment and develop an attitude of concern for the environment.
- Motivating students to participate in environment protection and environment improvement.

Course outcomes:

- Develop concern about the environment protection and conservation
- Knowledge of structure and functions of ecosystem
- To study human population dynamics

Block I: Environment

Unit 1: Definition, Components of Environment,

Unit 2: Scope and importance.

Block II: Renewable and non-renewable resources: Natural resources and associated problems:

Unit 3: Forest resources: Use and over-exploitation, deforestation, case studies. Timber extraction, mining, dams and their effects on forest and tribal people.

Unit 4: Water resources: Use and over-utilization of surface and ground water, floods, drought, dams-benefits and problems.

Unit 5: Mineral resources: Use and exploitation, environmental effects of extracting and using mineral resources.

Unit 6: Food resources: World food problems, effects of modern agriculture, fertilizer-pesticide problems, water logging, salinity, case studies.

Unit 7: Energy resources: Growing energy needs, renewable and non-renewable energy sources, use of alternate energy sources. Case studies.

Unit 8: Land resources: Land as a resource, land degradation, man induced landslides, soil erosion and desertification. Role of an individual in conservation of natural resources.

Block III: Ecosystems and Biodiversity and its conservation

Unit 9: Concept of an ecosystem, structure and function of an ecosystem, producers, consumers and decomposers.

Unit 10 : Energy flow in the ecosystem, ecological succession, food chains, food webs and ecological pyramids.

Unit 11: Introduction, types, characteristic features, structure and function of the following ecosystem a. forest ecosystem, grassland ecosystem and Desert ecosystem

Unit 12: Biodiversity Introduction – definition: genetic, species and ecosystem diversity.

Unit 13: Value of biodiversity consumptive use, productive use, social, ethical, aesthetic and option values • Biodiversity at global, National and local levels, India as a mega-diversity nation Hotspots of biodiversity.

Unit 14: Threats to biodiversity: habitat loss, poaching of wildlife, man-wildlife conflicts. Conservation of biodiversity: In-situ and Ex-situ conservation of biodiversity.

Block IV: Environmental Pollution

Unit 15: Definition • Source, effects and control measures of air pollution, water pollution, soil pollution, noise pollution, thermal pollution, nuclear hazards

Unit 16: Solid waste Management: Causes, effects and control measures

Unit 17: Role of an individual in prevention of pollution pollution case studies, disaster management

Block V: Social Issues and the Environment

Unit 18: From Unsustainable to Sustainable development, Urban problems related to energy, water conservation, rain water harvesting.

Unit 19: Environmental ethics: issues and possible solutions, climate change, global warming, acid rain, ozone layer depletion, nuclear accidents and holocaust. case studies.

Unit 20: Environment Protection Act: Air (Prevention and Control of Pollution) Act, Water (Prevention and control of Pollution) Act, Wildlife Protection Act, Forest Conservation Act, Public awareness.

Unit 21: Human Population and the Environment, population growth, population explosion – environment and human health, value Education, role of information technology in environment and human health.

Recommended Books

- Ecology and Environment by Sharma, P.D. (2005). Rastogi Publications, Shivaji Road, Meerut.
 - Chapman, J.L. and Reiss, M.J. 1988. Ecology Principles and Application. Cambridge University Press. Cambridge, U.K.
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Course Name: Botany Lab-II

Course Code: BDO-1251

Credits: 2

Course Objective:

The course objective of Botany Lab is to develop practical skills and techniques for students to explore and observe various plant structures, conduct experiments, and apply scientific methods in the study of plant biology.

Course outcomes:

Students will learn to recognize and describe the external/internal features of *Riccia*, *Marchantia*, *Anthoceros*, and *Funaria* for identification. They will comprehend the morphology, reproductive organs, stem, and root anatomy of *Lycopodium*, *Selaginella*, *Rhynia*, and *Marsilea*. The course includes studying Pteridophyte stele, comparing *Cycas* and *Pinus* anatomy, and identifying *Ranunculaceae*, *Papilionaceae*, *Solanaceae*, *Asteraceae*, *Euphorbiaceae*, *Poaceae*, and *Liliaceae* families for classification and taxonomy.

EXPERIMENTS

1. External and internal morphology and identification of the members in *Riccia*, *Marchantia*, *Anthoceros*, *Funaria*
2. External and internal morphology, reproductive organs, anatomy of stem, root of *Lycopodium*, *Selaginella*, *Rhynia*, *Marsilea*.
3. Study of the stele in Pteridophyte.
4. Comparative study of the anatomy of vegetative and reproductive organs of *Cycas*, and *Pinus*
5. Identification of families *Ranunculaceae*, *Papilionaceae*, *Solanaceae*, *Asteraceae*, *Euphorbiaceae*, *Poaceae* and *Liliaceae*.

Recommended Books

- Bernard Goffinet & A. Jonathan Shaw. 2008. *Bryophyte Biology*. 2nd ed. Cambridge
 - Sporne K.R. 1976. *Morphology of Pteridophytes*. HUP, London.
 - Sporne K.R. 1965. *Morphology of Gymnosperms*. HUP, London.
-

Course Name: Chemistry Lab-II
Course Code: CHO-1251

Credit:2

1. Qualitative Organic Analysis:
 - (A) Detection of elements (X, N, S)
 - (B) Detection of functional groups :
[Ph-OH, -COOH, >C=O, -CHO, R-O-R, -OH, Hydrocarbons, Halogens-containing compounds, -CONH₂, Ar-NH₂, Ar-NO₂]

 2. Qualitative Inorganic Mixture Analysis:
Inorganic mixture analysis, separation and identification of ions from Groups zero, I, II, III, IV, V and VI, not containing more than 5 ions (2 cations & 2 anions) including interfering anion.
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Course Name: Zoology Lab-II

Course Code: ZCO-1251

Credits: 2

Course Objectives:

The objective of the practical course is to provide students with hands-on experience and practical skills in studying the external morphology, anatomy, and physiology of various organisms, including Balanoglossus, Herdmania, Branchiostoma, Petromyzon, Myxine, Scoliodon, and Labeo rohita. The course aims to enhance the students' understanding of these organisms' characteristics, adaptations, and functional systems.

Course Outcomes:

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

1. Identify and describe the external morphology of different organisms, such as Balanoglossus, Herdmania, Branchiostoma, Petromyzon, and Myxine, and understand the functional significance of their body parts.
2. Analyze and interpret the external characters of various organisms, including Herdmania, Petromyzon, and Myxine, and recognize their adaptations and ecological roles.
3. Apply practical techniques to study the anatomy and morphology of organisms like Branchiostoma and perform dissections on Scoliodon to examine its different systems and regions.
4. Compare the external morphology and functional adaptations of different organisms, including Labeo rohita, Acipenser, Lepidosteus, Hippocampus, and others, and understand their diversity and evolutionary relationships.
5. Develop practical skills in preparing and studying various tissues, conducting experiments related to digestion, and exploring physiological phenomena such as the hemoglobin dissociation curve and the knee-jerk reflex in frogs.

Lab 1-Balanoglossus-External morphology, Permanent slides of various body parts;

Lab 2-Herdmania-External characters, Permanent preparation of branchial wall,

Lab 3-Permanent preparation of neural gland complex (neural gland, nerve ganglion, and dorsal tubercle),

Lab 4-Larva and metamorphosis - Prepared slides, Specimens-Thaliacea: Pyrosoma, Doliolum, Larvacea: Oikopleura

Lab 5-Branchiostoma (Amphioxus)-General features.

Lab 6-Permanent preparation of the pharyngeal wall, Oral hood and velum - Prepared slides, Transverse section through the body - Prepared slides.

Lab 7-Petromyzon (Lamprey)-External characters.

Lab 8-Myxine (Hagfish)-External characters.

Lab 9-Histology of various parts of the alimentary canal (pharynx, esophagus, stomach, intestine, liver, pancreas).

Lab 10-Experiments based on digestion of proteins, carbohydrates, and fats.

Lab 11-Hemoglobin dissociation curve; Knee-jerk effect in frog.

Recommended Books:

- "Practical Zoology Invertebrates" by Dr. Prakash C. Ghosh
 - "A Laboratory Guide to Invertebrate Zoology" by Alan S. Kohn
 - "Laboratory Manual of Zoology" by Miller and Harley
 - "Chordate Zoology" by E.L. Jordan and P.S. Verma
 - "Introduction to the Biology of Marine Life" by John F. Morrissey and James L. Sumich
 - "Animal Physiology" by Knut Schmidt-Nielsen
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Semester-III

Course Name: Plant Anatomy and Embryology

Course Code: BDO-2111

Credits: 4

Course Objectives:

- To gain the knowledge different types of tissue systems in plants.
- To study anatomy of roots, stem and leaf.
- Making the students familiar with basic understanding of male and female gametophyte development, gametogenesis, pollination, fertilization, embryo and endosperm.

Course outcomes:

- Elucidation of vascular tissue differentiation
- Describe the formation of male and female gametophytes, pollination, pollen tube germination and Double fertilization.
- Discuss the concept of embryo, endosperm, and polyembryony

Block I: Tissue system and anatomy of root and stem

Unit 1: Study of tissue system - epidermal, ground, and vascular.

Unit 2: Anatomy of roots, and stems.

Unit 3: Cambium-its function and anomalies in roots and stems; root and stem transition.

Block II: Anatomy of leaf

Unit 4: Bifacial/dorsiventral leaves, unifacial leaves, isobilateral leaves.

Unit 5: General structure of stomata: stomata types based on the position and types.

Block III: Male and female gametophyte and its development

Unit 6: An introductory knowledge to palynology.

Unit 7: Morphology, viability and germination of pollens, structure of pollen grains.

Unit 8: Reproduction-structure and development of male and female gametophytes.

Unit 9: Microsporogenesis, microgametogenesis, megasporogenesis and megagametogenesis.

Unit 10: Types of ovules and embryo sacs.

Block IV: Post fertilization developments

Unit 11: Types of embryos, Double fertilization development to embryo,

Unit 12: Endosperm development and its morphological nature.

Unit 13: Dicot and monocot embryo.

Unit 14: Types of endosperm

Unit 15: Apomixis and polyembryony.

Recommended Books

- Fahne, A. 1982. Plant Anatomy (3rdEd.), Pergamon Press, Oxford.
 - An Introduction to the Embryology of Angiosperms by Maheshwari, P. (1950). McGraw Hill Book Company, New York
 - The Embryology of Angiosperms by Bhojwani, S.S. and Bhatnagar, S.P. (2008). Vikas Publishing House, Pvt. Ltd., New Delhi
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Course Name: Organic Chemistry

Course Code: CHO-2111

Credit: 4

Course Objective:

Objective of this chapter is to provide students with a brief detail on the basic fundamentals of the organic chemistry. Topics covered in this chapter such as hybridization, delocalized bonding and electronic effects, isomerism, aliphatic and aromatic hydrocarbons. The chapter is developed to stimulate interest of the reader into the organic chemistry and at the same time to build the deep understanding of the fundamental concepts of organic chemistry.

Course Outcomes:

After learning this chapter, students will be able to:

1. Explain the Fundamentals of Organic Chemistry
2. Define organic reagents
3. Classify Alkanes
4. Illustrate cycloalkanes
5. Identify isomerism

Block I: Fundamentals of Organic Chemistry

Unit 1: Hybridization, bond lengths and bond angles, bond energy, localized and delocalized chemical bonding.

Unit 2: Vander Waals interactions, inclusion compounds, clathrates, charge transfer complexes.

Unit 3: Resonances, hyperconjugation, aromaticity, inductive and field effects, hydrogen bonding.

Block II: Organic Reagents

Unit 4: Curved arrow notation, drawing electron movements with allows, half-headed and double-headed arrows, homolytic and heterolytic bond fission.

Unit 5: Types of reagents—electrophiles and nucleophiles, Types of organic reactions, Energy considerations.

Unit 6: Reactive intermediates— Carbocations, carbanions, free radicals, carbenes, arynes and nitrenes (with examples). Assigning formal charges on intermediates and other ionic species. Methods of determination of reaction mechanism (product analysis, intermediates, isotope effects, kinetic and stereochemical studies).

Block III: Alkanes

Unit 7: IUPAC nomenclature of branched and unbranched alkanes, the alkyl group, classification of carbon atom in alkanes, Isomerism in alkanes.

Unit 8: Sources methods of formation (with special reference to Wurtz reaction, Kolbe reaction, Corey-House reaction and decarboxylation of carboxylic acids), physical properties and chemical reactions of alkanes.

Unit 9: Mechanism of free radical halogenation of alkanes: orientation, reactivity and selectivity.

Block IV: Cycloalkanes and Isomerism

Unit 10: Cycloalkanes– Nomenclature, methods of formation, chemical reactions, Baeyer's strain theory and its limitations.

Unit 11: Ring strain in small rings (cyclopropane and cyclobutane), theory of strain less rings. The case of cyclopropane ring, banana bonds.

Unit 12: Concept of isomerism, types of isomerism, optical isomerism – elements of symmetry, molecular chirality, enantiomers, stereo genic center, optical activity, properties of enantiomers, chiral and achiral molecules with two stereo genic centers.

Block V: Geometrical and Optical Isomerism

Unit 13: Diastereomers, threo and erythron diastereomers, meso compounds, resolution of enantiomer, inversion, retention and racemization.

Unit 14: Relative and absolute configuration, sequence rules, D&L and R&S systems of nomenclature, Geometric isomerism–determination of configuration of geometric isomers, E&Z system of nomenclature.

Unit 15: Geometric isomerism in oximes and alicyclic compounds. Conformational isomerism–conformational analysis of ethane and n-butane; conformations of cyclohexane, axial and equatorial bonds, conformation of monosubstituted cyclohexane derivatives, Newman projection and Sawhorse formulae, Fischer and flying wedge formulae, Difference between configuration and conformation.

References:

1. Morrison, R. T. & Boyd, R. N. Organic Chemistry, Dorling Kindersley (India) Pvt. Ltd. (Pearson Education).
 2. Finar, I. L. Organic Chemistry (Volume 1), Dorling Kindersley (India) Pvt. Ltd
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Course Name: Diversity of Higher Chordates

Course Code: ZCO-2111

Credits: 4

Course Objective:

The objective of this course is to provide students with an understanding of the general characteristics and classification of amphibians, reptiles, birds, and mammals. Through type studies of representative species, students will explore their specific characteristics, morphology, behavior, ecological significance, and evolutionary adaptations. The course aims to enhance students' knowledge of the diversity and ecological roles of higher chordates.

Course Outcomes:

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

1. Identify and describe the general characteristics and classification of amphibians, reptiles, birds, and mammals, including their evolutionary adaptations.
2. Analyze the specific characteristics, morphology, and life history of *Ranatigrina* (frog species), *Uromastix* (reptile species), *Columba livia* (Rock Pigeon), and *Rattus rattus* (Black Rat).
3. Understand the significance of parental care in amphibians and its role in the survival and development of offspring.
4. Explain the unique adaptations and ecological significance of *Sphaenodon* (reptile species) and *Archaeopteryx* (fossil bird species).
5. Recognize the diverse adaptations of birds for flight and different habitats and evaluate the ecological roles of birds in ecosystems.

Block I: Amphibia

Unit 1-General Characteristics and Classification of Amphibia: Introduction to the general features and classification of amphibians.

Unit 2-Explore the different orders of amphibians and their evolutionary adaptations.

Unit 3-Type Study: *Ranatigrina*: Study the specific characteristics, morphology, and life history of the frog species *Ranatigrina*. Examine its habitat, behavior, reproductive strategies, and parental care.

Unit 4-Parental Care in Amphibia: Explore the various forms of parental care exhibited by amphibians, including nest construction, egg guarding, and care for the young.

Unit 5-Understand the significance of parental care in the survival and development of amphibian offspring.

Block II: Reptilia

Unit 6-General Characteristics and Classification of Reptilia: Introduction to the general features and classification of reptiles.

Unit 7-Study the different orders of reptiles and their unique adaptations for terrestrial life.

Unit 8-Type Study: *Uromastix*: Study the specific characteristics, morphology, and ecological aspects of the reptile species *Uromastix*. Examine its habitat, feeding habits, reproductive strategies, and conservation status.

Unit 9-Sphaenodon: A General Account: Learn about the general features, morphology, behavior, and ecological significance of the reptile species *Sphaenodon*. Understand its role in the ecosystem and its evolutionary adaptations.

Block III: Aves

Unit 10-General Characteristics and Classification of Aves: Introduction to the general features and classification of birds. Explore the different orders of birds and their adaptations for flight and diverse habitats.

Unit 11-Type Study: Columba livia: Study the specific characteristics, morphology, and behavior of the bird species Columba livia (Rock Pigeon). Examine its habitat, feeding habits, breeding behaviors, and ecological roles.

Unit 12-Archaeopteryx: A General Account: Learn about the important fossil bird species Archaeopteryx and its significance in the understanding of avian evolution.

Unit 13-Explore its unique features, transitional characteristics, and contributions to the theory of evolution.

Block IV: Mammalia

Unit 14-General Characteristics and Classification of Mammalia: Introduction to the general features and classification of mammals. Study the different orders of mammals and their unique adaptations for diverse environments.

Unit 15-Type Study: Rattus rattus: Study the specific characteristics, morphology, behavior, and ecological aspects of the mammal species Rattus rattus (Black Rat).

Unit 16-Examine its habitat, feeding habits, reproductive strategies, and its impact on ecosystems and human society.

Recommended Books:

- "Amphibians and Reptiles: A Natural History of the Vertebrates" by Harold G. Cogger and Richard G. Zweifel.
 - "Birds of the World: A Guide to the 37 Orders and Families" by Leslie Brown and Dean Amadon.
 - "Mammalogy: Adaptation, Diversity, Ecology" by George A. Feldhamer, Lee C. Drickamer, Stephen H. Vessey, and Joseph F. Merr
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Course Name : Botany Lab-III
Course Code: BDO-2151

Credits: 2

Course Objective:

The course objective of Botany Lab is to develop practical skills and techniques for students to explore and observe various plant structures, conduct experiments, and apply scientific methods in the study of plant biology.

Course Outcomes:

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

Understand the anatomy and structure of dicot and monocot stems, roots, and leaves., Analyze and comprehend the anomalous growth patterns in dicot roots and stems, Gain knowledge of the reproductive parts of flowers and their functions, Identify and study the various types of ovules found in plants, Explore the development and characteristics of plant embryos, Study the process of pollen grain germination and its significance in plant reproduction.

EXPERIMENTS:

1. Study of dicot and monocot stems, root, leaves.
2. Study the anomalous growth of dicot root and stem
3. Study the reproductive parts of the flower.
4. Study the different types of ovules.
5. Study about embryo of the plant.
6. Study of germination of pollen grains.

Recommended Books

- Plant Anatomy by Pandey, B.P. (1994). S. Chand and Company Ltd., New Delhi,
 - The Embryology of Angiosperms by Bhojwani, S.S. and Bhatnagar, S.P. (2008). Vikas Publishing House, Pvt. Ltd., New Delhi,
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Course Name: Chemistry Lab-III
Course Code: CHO-2151

Credit:2

Organic Chemistry

Qualitative Analysis: Identification of an organic compound through the functional group analysis, determination of melting point/boiling point and preparation of suitable derivatives.

Purification of organic compounds: By crystallization (from water or alcohol) and distillation.

Course Name: Zoology Lab-III

Course Code: ZCO-2151

Credits: 2

Course Objective:

The objective of this practical course is to provide students with hands-on experience and in-depth knowledge about the diversity, morphology, and adaptations of amphibians, reptiles, birds, and mammals. Through practical exercises and specimen examinations, students will develop skills in species identification, understanding of evolutionary relationships, and the study of anatomical structures and behaviors.

Course Outcomes:

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

1. Understand the life cycles and adaptations of amphibians, particularly frogs, by studying models of *Ranatigrina*.
2. Identify and analyze the external characteristics and adaptations of Urodela species (*Necturus*, *Ambystoma*, and Axolotl Larva) in different aquatic habitats.
3. Gain a comprehensive understanding of the ecological roles and diversity within the Anura species (*Bufo*, *Rhacophorus*, *Alytes*) through the study of their external features and behaviors.
4. Explore the unique characteristics and adaptations of Gymnophiona species (*Ichthyophis*) within the amphibian group.
5. Differentiate between reptiles, such as *Uromastix*, *Lacertilla* species (*Varanus*, *Heloderma*, *Hemidactylus*, *Chamaeleon*, *Draco*), and comprehend the differences between poisonous and non-poisonous snakes (*Naja*, *Vipera*, *Typhlops*, *Python*).

Lab 1-*Ranatigrina* (The Indian bull-frog): Study the development stages of the frog from models.

Lab 2-Urodela: *Necturus*, *Ambystoma*, and Axolotl Larva-Examine the external characteristics and morphology of Urodela species.

Lab 3-Anura: *Bufo*, *Rhacophorus* (treefrog), *Alytes* (midwife toad)-Study the external features and behavior of Anura species.

Lab 4-*Uromastix*: Study the external characters of *Uromastix*.

Lab 5-*Lacertilla*: *Varanus* (Indian monitor), *Heloderma* (poisonous lizard), *Hemidactylus* (wall lizard), *Chamaeleon* (garden lizard), *Draco* (flying lizard)- Examine the external features and adaptations of *Lacertilla* species.

Lab 6-*Columba livia* (pigeon): Examine the external characters of *Columba livia*, study the structure of feathers, vertebral column, ribs and sternum, pectoral girdle, forelimb, pelvic girdle, and hind limb.

Lab 7-*Archaeopteryx* (cast): Learn about the *Archaeopteryx*, an important fossil bird species, and its contribution to the understanding of avian evolution.

Lab 8-Prototheria: *Ornithorhynchus* (platypus), *Echidna*-Examine the general features and characteristics of Prototheria species.

Lab 9-Metatheria: *Macropus* (kangaroo)-Study the external characteristics and adaptations of Metatheria species.

Lab 10-Eutheria: Examine the general features and classification of Eutheria, Study representative species such as *Dasypus* (armadillo)

Lab 11-Explore the diversity of mammalian orders, including Carnivora, Rodentia, Lagomorpha, Insectivora, Chiroptera, Primates, and more.

Recommended Books:

- "Amphibians and Reptiles: A Field Guide" by Thomas F. Tying
 - "Birds of India" by Grimmett, Inskipp, and Inskipp
 - "Walker's Mammals of the World" by Ronald M. Nowak
 - "Amphibians and Reptiles: A Natural History" by Phelsuma Press
 - "The Life of Birds" by David Attenborough
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Semester-IV

Course Name: Plant Physiology and Metabolism

Course Code: BDO-2211

Credits: 4

Course Objectives:

- To gain the in-depth knowledge of photosynthesis and respiration
- To study mineral homeostasis in plants.
- To study growth regulators, phytochrome. Photoperiodism, dormancy and plant movements.

Course outcomes:

- Describe the vital processes in plants, with stress on water, energy, and mineral relations in higher plants
- To gain knowledge of the plant functions, growth and development.
- To understand several metabolic processes in plant

Block I: Plant water relations

Unit 1: Colligative properties of water, free energy concept. Pathway of water movement; concepts of symplast and apoplast; ascent of sap;

Unit 2: Transpiration; energy exchange during transpiration; role of stomata; anti-transpirants; guttation; exchange of gases, translocation.

Unit 3: Mineral nutrition: Macro, and micronutrients, their role, deficiency and toxicity symptoms. Hydroponics,

Unit 4 : Transport of ions across cell membranes, active and passive absorption.

Block II: Photosynthesis

Unit 5: Photosynthetic pigments, PSI and PSII, O₂ evolution,

Unit 6: Photophosphorylation, cyclic and non-cyclic CO₂ fixations –Calvin Cycle (C₃), Hatch and Slack Cycle (C₄) and CAM plants.

Unit 7: Factors affecting photosynthesis.

Block III: Respiration

Unit 8: Aerobic and anaerobic respiration,

Unit 9: Respiratory pathways glycolysis, Krebs' cycle, electron transport, oxidative phosphorylation,

Unit 10: Pentose phosphate pathway, photorespiration,

Unit 11: RQ value, factors affecting respiration.

Block IV: General aspects of phytohormones-

Unit 12: Auxins, cytokinin, gibberellins, ABA and ethylene: action and their physiological roles; **Unit 13:** Photoperiodism and vernalization.

Unit 14: Dormancy and seed germination,

Unit 15: Phytochrome, plant movements and senescence.

Recommended books

- Plant Physiology by Jain, V.K. (2008). S. Chand and Company Ltd. (Ram Nagar, New Delhi).

- Plant Physiology by Salisbury, F.B. and Ross, C.W. (1992). Wadsworth Publishing Company,
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Course Name: State of Matter and Chemical Kinetics**Course Code : CHO-2211****Credit:4****Course Objectives:**

The objective of this course is to explain the different states of matter i.e. solid, liquid and gas. The smallest structural unit of all chemical substances in these states is molecule. How the molecules are arranged in a solid, liquid and gas, is the fundamental question before a chemist. It is the 'molecular model' of matter in these states which determine their physical behaviour. The theory which visualises that all substances, whether solids, liquids or gases are made of molecules in motion is called kinetic molecular theory of matter also discuss in this course. This course also illustrates the concept of chemical kinetics. This unit covers the following topics such as rate of reaction, order of reaction, rate law for different orders of reaction, Arrhenius theory and Catalyst and its effect on the rate of a reaction.

Course Outcomes:

Students will be able to:

1. Define general mathematical concepts
2. Describe Kinetic theory of gases
3. Illustrate states of matter Chemical Kinetics
4. Identify Colloids
5. Explain Chemical Kinetics

Block I: Mathematical Concepts

Unit 1: Logarithmic relations, curve sketching, linear graphs and calculation of slopes.

Unit 2: Differentiation of functions like Kx , ex , X^n , $\sin x$, $\log x$; maxima and minima, partial differentiation and reciprocity relations, Integration of some useful/relevant functions; permutations and combinations, Factorials, Probability.

Unit 3: General introduction to computers, different components of a computer, hardware and software, input-output devices; binary numbers and arithmetic's; introduction to computer languages, programming, operating systems.

Block II: Kinetic Theory of Gases

Unit 4: Gaseous state: Postulates of Kinetic Theory of Gases and derivation of the kinetic gas equation. Deviation of real gases from ideal behaviour, compressibility factor, causes of deviation. Van der Waals equation of state for real gases. Boyle temperature (derivation not required).

Unit 5: Critical phenomena, critical constants and their calculation from van der Waals equation. Andrews isotherms of CO_2 . Maxwell Boltzmann distribution laws of molecular velocities and molecular energies (graphic representation – derivation not required) and their importance.

Unit 6: Most probable, average and root mean square velocities (no derivation). Collision cross section, collision number, collision frequency, collision diameter and mean free path of molecules.

Block III: States of Matter

Unit 7: Intermolecular forces, Dipole-dipole interaction, London forces, Hydrogen bonding structure of liquids (a qualitative description). Structural differences between solids, liquids and gases; Liquid crystals: Difference between liquid crystal, solid and liquid, Classification, structure of nematic and cholesteric phases, Thermography and seven segment cells.

Unit 8: Definition of space lattice, unit cell; Laws of crystallography –(i) Law of constancy of interfacial angles, (ii) Law of rationality of indices (iii) Law of symmetry, Symmetry elements in crystals. X- ray diffraction by crystals.

Unit 9: Derivation of Bragg equation, Determination of crystal structure of NaCl, KCl and CsCl (Laue's method and powder method).

Block IV: Colloids

Unit 10: Definition of colloids, classification of colloids; Solids in liquids(sols): properties– kinetic, optical and electrical.

Unit 11: Stability of colloids, protective action, Hardy-Schulze law, gold number, Liquids in liquids (emulsions): types of emulsions, preparation, Emulsifier.

Unit 12: Liquids in solids (gels): classification, preparation and properties, inhibition, general application of colloids, colloidal electrolytes.

Block V: Chemical Kinetics:

Unit 13: Chemical kinetics and its scope, rate of a reaction, factors influencing the rate of a reaction– concentration, temperature, pressure, solvent, light catalyst, concentration dependence of rates, mathematical characteristics of simple chemical reactions – zero order, first order, second order, pseudo order.

Unit 14: Half life and mean life, Determination of the order of reaction– differential method, method of integration, method of half life period and isolation method. Radioactive decay as a first order phenomenon, theories of chemical kinetics: effect of temperature on rate of reaction, Arrhenius equation, concept of activation energy.

Unit 15: Simple collision theory based on hard sphere model, transition state theory (equilibrium hypothesis), Catalysis, characteristics of catalyzed reactions, classification of catalysis homogeneous and heterogeneous catalysis, enzyme catalysis, miscellaneous examples.

References

1. Mahan, B.H. University Chemistry 3rd Ed. Narosa (1998).
 2. Petrucci, R.H. General Chemistry 5th Ed. Macmillan Publishing Co.: New York(1985).
 3. Cotton, F.A. & Wilkinson, G. Basic Inorganic Chemistry, Wiley.
 4. Shriver, D.F. & Atkins, P.W. Inorganic Chemistry, Oxford University Press.
 5. Wulfsberg, G. Inorganic Chemistry, Viva Books Pvt. Ltd.
 6. Rodgers, G.E. Inorganic & Solid State Chemistry, Cengage Learning India Ltd., 2008
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Course Name: Mammalian Physiology-I

Course Code: ZCO-2211

Credits: 4

Course Objective:

The objective of the course "Mammalian Physiology-I" (Course Code: ZCO-2211) is to provide students with a comprehensive understanding of the physiological processes related to digestion, muscles, respiration, and neural functioning in mammals. The course aims to develop a strong foundation in mammalian physiology and enhance students' knowledge of these essential physiological systems.

Course Outcomes:

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

1. Understand the different types of nutrition and the digestion process of various dietary constituents such as lipids, proteins, carbohydrates, and nucleic acids. They will also grasp the concepts of nutrient absorption, assimilation, and the control of enzyme secretion.
2. Describe the types of muscles and the ultrastructure of skeletal muscles. They will comprehend the mechanism of muscle contraction, muscle twitches, tetanus, muscle fatigue, and muscle tone.
3. Gain knowledge about the exchange of respiratory gases, transportation of gases, lung air volumes, and factors influencing the oxygen dissociation curve of hemoglobin. They will also understand the Bohr's effect, Hamburger's phenomenon (Chloride shift), and the control and regulation of respiration.
4. Explore the structure of neurons and understand the mechanism of nerve impulse transmission. They will learn about the myoneural junction and reflex action, gaining insights into neural functioning.

Block I: Digestion

Unit 1-Types of nutrition and digestion: Study of different types of nutrition and the digestion process for lipids, proteins, carbohydrates, and nucleic acids.

Unit 2-Absorption and assimilation: Understanding how nutrients are absorbed and assimilated into the body.

Unit 3-Enzyme secretion control: Exploring the regulation and control of enzyme secretion in the digestive system.

Block II: Muscles

Unit 4-Muscle types and ultrastructure: Introduction to different types of muscles and examination of the microscopic structure of skeletal muscles.

Unit 5-Contraction mechanism and muscle function: Understanding the process of muscle contraction and its various functions, including muscle twitches, tetanus, fatigue, and muscle tone.

Block III: Respiration

Unit 6-Gas exchange and transport: Study of respiratory gases exchange, transport of gases in the body, and lung air volumes.

Unit 7-Oxygen dissociation curve and respiratory regulation: Exploration of factors affecting oxygen binding and release,

Unit 8-Bohr's effect, Hamburger's phenomenon, and control of respiration.

Block IV: Neural

Unit 9-Introduction to the nervous system: Overview of the nervous system and its components. Neuron structure and impulse transmission:

Unit 10-Study of neuron structure and the mechanism of transmitting nerve impulses through myoneural junctions,

Unit 11-Reflex action: Understanding reflex arcs and the mechanisms involved in reflex actions.

Recommended Books:

- "Principles of Human Physiology" by Cindy L. Stanfield
 - "Physiology of Behavior" by Neil R. Carlson
 - "Medical Physiology" by Walter F. Boron and Emile L. Boulpaep
 - "Respiratory Physiology: The Essentials" by John B. West
 - "Neuroscience: Exploring the Brain" by Mark F. Bear, Barry W. Connors, and Michael A. Paradiso
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Course Name: Botany Lab-IV

Course Code: BDO-2251

Credits: 2

Course Objective:

The course objective of Botany Lab is to develop practical skills and techniques for students to explore and observe various plant structures, conduct experiments, and apply scientific methods in the study of plant biology.

Course Outcomes:

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

Students will gain practical knowledge and understanding of essential plant processes such as transpiration, guttation, starch testing in chloroplasts, chlorophyll and carotenoid estimation, plasmolysis in plant cells, osmosis, and diffusion. Additionally, they will learn to prepare a Standard Curve of Glucose and estimate carbohydrate levels using Anthrone reagent. They will also acquire the skills to conduct seed viability tests with Tetrazolium chloride and assess seedling vigor effectively.

EXPERIMENTS:

1. Demonstration of transpiration and guttation.
2. Starch test in chloroplast.
3. Estimation of chlorophyll and carotenoid content of plant tissue.
4. Demonstration of plasmolysis.
5. Demonstration of osmosis and diffusion.
6. Preparation of Standard Curve of Glucose and Estimation of Carbohydrate in the extracts of plant materials using Anthrone reagent.
7. Seed viability test using Tetrazolium chloride and Seedling vigour.

Recommended Books

- Sambrook, J., Fritsch, EF &Maniatis, T. 1989. Molecular cloning, A laboratory Manual. (2ndEd.), Cold spring harbor laboratory press, New York.
 - Schuler, M.A. & Zielinski, R.E. 1989. Methods in plant molecular biology. Academic press Inc., SanDiego, CA, USA.
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Course Name: Chemistry Lab-IV

Course Code: CHO-2251

Credit: 2

1. To determine the enthalpy of solution of solid Calcium Chloride (CaCl_2).
 2. To determine the rate constant of a reaction between acetone and iodine in presence of mineral acid & a catalyst and to show that this reaction with respect to iodine is of zero order.
 3. Determination of critical solution temperature and composition of the phenol-water system and to study the effect of impurities on it.
 4. To determine the transition temperature of hydrated sodium bromide by solubility method.
 5. Determination of molecular weight of a polymer (e.g. Polystyrene) by viscometric method.
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Course Name: Zoology Lab-IV

Course Code: ZCO-2251

Credits: 2

Course Objective:

The objective of this laboratory course is to provide students with hands-on experience in tissue preparation and study, digestion experiments, analysis of the haemoglobin dissociation curve, and the observation and analysis of the knee-jerk effect in frogs. Through practical exercises, students will develop skills in tissue handling, experimental techniques, data analysis, and scientific observation.

Course Outcomes:

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

1. Prepare and study different types of tissues, including epithelia, muscles, connective tissues, and nervous tissues, thereby gaining a comprehensive understanding of their structures and functions.
2. Perform experiments related to the digestion of proteins, carbohydrates, and fats, and analyze the results to comprehend the process of macronutrient digestion.
3. Analyze and interpret the haemoglobin dissociation curve, understanding the relationship between oxygen saturation and partial pressure of oxygen in the blood.
4. Observe and analyze the knee-jerk effect in frogs, gaining insights into the neural mechanisms underlying reflex actions and their significance.
5. Develop practical skills in laboratory techniques, including tissue preparation, experimental design, data collection and analysis, and scientific observation.

Lab 1-Epithelia: Preparation and examination of epithelial tissues. **Muscles:** Study of muscle tissues, including their structure and organization.

Lab 2-Connective Tissues: Preparation and examination of different types of connective tissues.

Lab 3-Nervous Tissues and Neurons: Study of nervous tissues and the structure of neurons.

Lab 4-Histology of Alimentary Canal: Examination of different parts of the alimentary canal, including the pharynx, esophagus, stomach, intestine, liver, and pancreas.

Lab 5-Experimental investigation of the digestion of proteins, carbohydrates, and fats. Students will perform experiments to understand the process and factors influencing the digestion of these macronutrients.

Lab 6-Study of the haemoglobin dissociation curve, which describes the relationship between oxygen saturation and partial pressure of oxygen in the blood. Students will analyze and interpret the curve to understand the binding and release of oxygen by hemoglobin.

Lab 7-Practical exercise involving the observation and analysis of the knee-jerk reflex in a frog. Students will explore the neural mechanisms underlying this reflex and its significance.

Recommended Books:

- "Histology: A Text and Atlas" by Michael H. Ross and Wojciech Pawlina.
 - "Principles of Anatomy and Physiology" by Gerard J. Tortora and Bryan H. Derrickson.
 - "Animal Physiology" by Richard W. Hill, Gordon A. Wyse, and Margaret Anderson.
 - "Comparative Anatomy: Manual of Vertebrate Dissection" by Dale W. Fishbeck and Aurora Sebastiani.
 - "Experiments in Physiology" by Gerald D. Tharp and David A. Woodman.
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Semester-V

Course Name: Cell Biology

Course Code: BDO-3111

Credits: 4

Course Objectives:

- To understand difference between prokaryotic and eukaryotic cells.
- To understand the structure of plasma membranes
- To make the students to understand structure and functions of major plant cell organelles.
- To enable students to differentiate between mitosis and meiosis.

Course outcomes:

- Students can identify prokaryotic and eukaryotic cells.
- Students can understand the fluid mosaic models of plasma membrane.
- Students will be able to describe the function and structure of major plant cell organelles
- Students can identify different types of chromosomes and cell cycles

Block I: General structure of Cell

Unit 1: Definition, structure and difference between prokaryotic and eukaryotic cells; Difference between plant and animal cell;

Unit 2: Plasma membrane structure (Fluid mosaic model) and function;

Unit 3: Endocytosis and exocytosis, passive and active transport across the plasma membrane.

Block II: Endoplasmic reticulum Golgi apparatus and ribosomes:

Unit 4: Structure, type and function of endoplasmic reticulum; protein synthesis and transport with the help of endoplasmic reticulum;

Unit 5: Structure, roll and associated enzymes of Golgi apparatus in animal cells.

Unit 6: Structure, types, function and biogenesis of ribosomes; role of ribosomes in protein synthesis.

Unit 7: Structure, role, associated enzymes and polymorphism of lysosomes in animal cells.

Block III: Nucleus and cell cycle:

Unit 8: Ultra-structure and functions of the nucleus, nuclear membrane and nucleolus.

Unit 9: Chromatin; DNA packaging in eukaryotes, euchromatin and heterochromatin, and ribosome structure

Unit 10: Structure and types of chromosomes; Lampbrush and polytene chromosomes.

Unit 11: Cell cycle in brief; Mitosis; Meiosis.

Block IV: Mitochondria and Cytoskeletons:

Unit 12: Structure, role and biogenesis of mitochondria; mitochondrial DNA;

Unit 13: Mitochondria as a semiautonomous cell organelle, mitochondrial enzymes (only names)

Unit 14: Cytoskeletons (microtubules, microfilaments, centriole and basal body)

Unit 15: Structure and function of cilia and flagella; difference between Cilia and Flagella.

Recommended books

- Lodish, H., Berk, A., Zipursky, SL., Matsudaira, P., Baltimore, D. and Darnell, J. 2000. Molecular CellBiology (4th Ed.). W.H. Freeman and Company, New York, USA.

- Cell Biology, Genetics, Molecular Biology, Evaluation and Ecology by Verma, P.S. and Agarwal, V.K. (2006). S. Chand and Company Pvt. Ltd., New Delhi.
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Course Name: Quantum Chemistry Spectroscopy and Photochemistry

Course Code: CHO-3111

Credit: 4

Course Objectives:

The objective of this course is to explain the general concept of quantum mechanics, wave functions, postulates. An introduction to spectroscopy and photochemistry is also discussed in this chapter.

Course Outcomes:

Students will be able to:

1. Define general introduction of quantum chemistry
2. Describe elementary quantum mechanics
3. Illustrate general introduction of spectroscopy
4. Identify different types of spectroscopy
5. Explain photochemistry and colligative properties

Block 1: Introduction to Quantum Mechanics

Unit 1: Black-body radiation, Planck's radiation law, photoelectric effect, heat capacity of solids, Bohr's model of hydrogen atom (without derivation) their solution of overall solution and its defects.

Unit 2: Compton effect, de-Broglie's hypothesis, the Heisenberg's uncertainty principle, Hamiltonian Operator. Schrödinger wave equation and its importance, physical interpretation of the wave function.

Unit 3: Postulates of quantum mechanics, particle in a one dimensional box. Schrödinger wave equation for H-atom, separation into three equations (without derivation), quantum numbers and their importance, hydrogen like wave functions, radial wave functions, angular wave functions.

Block II: Elementary Quantum Mechanics

Unit 4: Molecular orbital theory, basic ideas—criteria for forming M.O. from A.O., construction of M.O's by LCAO— H_2^+ ion.

Unit 5: Calculation of energy levels from wave functions, physical picture of bonding and anti-bonding wave functions, concept of, σ^* , σ^* orbitals and their characteristics, Hybrid orbitals— sp , sp^2 , sp^3 calculation of coefficients of A.O's used in sp and sp^2 hybrid orbitals and interpretation of geometry.

Unit 6: Introduction to valence bond model of H_2 , comparison of M.O. and V.B. models.

Block III: Spectroscopy: An Introduction

Unit 7: Introduction: electromagnetic radiation, regions of the spectrum, basic features of different spectrophotometers.

Unit 8: Statement of the born-oppenheimer approximation, degrees of freedom, Energy levels of a rigid rotor (semi-classical principles), selection rules, spectral intensity.

Unit 9: Distribution using population distribution (Maxwell-Boltzmann distribution) determination of bond length, qualitative description of non-rigid rotor, isotope effect.

Block IV: Infrared, Raman and Electronic Spectroscopy

Unit 10: Infrared Spectrum: Energy levels of simple harmonic oscillator, selection rules, pure vibrational spectrum, intensity, determination of force constant and qualitative relation of force constant and bond energies, effect of anharmonic motion and isotope on the spectrum, idea of vibrational frequencies of different functional groups.

Unit 11: Raman Spectrum: Concept of polarizability, pure rotational and pure vibrational Raman spectra of diatomic molecules, selection rules.

Unit 12: Electronic Spectrum: Concept of potential energy curves for bonding and antibonding molecular orbitals, qualitative description of selection rules and Franck-Condon principle. Qualitative description of σ , π and η M.O. their energy levels and the respective transition.

Block V: Photochemistry and Solutions

Unit 13: Interaction of radiation with matter, difference between thermal and photochemical processes, Laws of photochemistry: Grothus – Drapper law, Stark– Einstein law, Jablonski diagram depicting various processes occurring in the excited state, qualitative description of fluorescence, phosphorescence, non- radiative processes (internal conversion, intersystem crossing), quantum yield, photosensitized reactions–energy transfer processes (simple examples), Kinetics of Photochemical reaction.

Unit 14: Ideal and non-ideal solutions, methods of expressing concentrations of solutions, activity and activity coefficient. Dilute solution, colligative properties, Raoult's law, relative lowering of vapor pressure, molecular weight determination, Osmosis, law of osmotic pressure and its measurement, determination of molecular weight from osmotic pressure, Elevation of boiling point and depression of freezing, Thermodynamic derivation of relation between molecular weight and elevation in boiling point and depression in freezing point.

Unit 15: Experimental methods for determining various colligative properties. Abnormal molar mass, Van't Hoff factor, Colligative properties of degree of dissociation and association of solutes. Optical activity, polarization–(Clausius– Mossotti equation), orientation of dipoles in an electric field, dipole moment, induced dipole moment, measurement of dipole moment- temperature method and refractivity method, dipole moment and structure of molecules, magnetic properties paramagnetism, diamagnetism and ferromagnetic, Magnetic susceptibility, its measurements and its importance.

References:

1. Banwell, C. N. & McCash, E. M. Fundamentals of Molecular Spectroscopy 4th Ed. Tata McGraw-Hill: New Delhi (2006).
2. Chandra, A. K. Introductory Quantum Chemistry Tata McGraw-Hill (2001).
3. House, J. E. Fundamentals of Quantum Chemistry 2 nd Ed. Elsevier: USA (2004).
4. Lowe, J. P. & Peterson, K. Quantum Chemistry, Academic Press (2005).
5. Kakkar, R. Atomic & Molecular Spectroscopy: Concepts & Applications, Cambridge University Press (2015).

Course Name: Microbiology, Immunology, Animal Biotechnology

Course Objective:

The objective of this course is to provide students with a comprehensive understanding of microbiology, immunology, animal biotechnology, and biological tools and techniques. Students will gain knowledge about the morphology, physiology, and infection mechanisms of bacteria and viruses, as well as the concepts of immunity, immune responses, and the applications of genetic engineering and biotechnology in various fields. They will also learn about the principles and applications of different instruments and techniques used in biological research.

Course Outcomes:

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

1. Describe the morphology, physiology, and infection mechanisms of bacteria and viruses, and recognize their importance in human and animal health.
2. Explain the concepts of immunity, different types of immune responses, and the roles of antigens and antibodies in immune recognition and defense mechanisms.
3. Identify and analyze various bacterial and viral diseases, their impact on human and animal health, and the role of vaccines in preventing these diseases.
4. Understand the principles and applications of genetic engineering and recombinant DNA technology in agriculture, medicine, and energy production, and evaluate their significance in biotechnological advancements.
5. Demonstrate proficiency in using biological tools and techniques, including instruments like pH meter, calorimeter, microtome, spectrophotometer, and centrifuge, as well as different microscopy techniques, chromatography, and electrophoresis for the analysis and characterization of biomolecules.

Block I: Microbiology

Unit 1-Study the morphology, physiology, and infection mechanisms of bacteria and viruses.

Unit 2-Explore the major bacterial and viral diseases

Unit 3- Bacterial and viral diseases; impact on human and animal health.

Block II: Immunology

Unit 4-Gain an understanding of the concepts of immunity.

Unit 5-Different types of immune responses.

Unit 6Learn about antigens and antibodies, including their roles in immune recognition and defense mechanisms.

Unit 7-Study various vaccines used for preventing different diseases and the immunological reactions they induce.

Block III: Animal Biotechnology

Unit 8-Understand the principles and applications of genetic engineering and recombinant **Unit 9-**DNA technology in the fields of agriculture, medicine, and energy production.

Unit 10-Explore the biotechnological processes involved in food processing.

Unit 11-Use of microbes in pharmaceutical production and fermentation.

Block IV: Biological Tools and Techniques

Unit 12-Learn about the principles and applications of instruments such as pH meter, calorimeter,

Unit 13-microtome, spectrophotometer, and centrifuge in biological research.

Unit 14-Study different microscopy techniques, including light microscopy, transmission electron microscopy, and scanning electron microscopy.

Unit 15-Explore chromatography and electrophoresis techniques used in the separation and analysis of biomolecules.

Recommended Books:

- "Microbiology: An Introduction" by Gerard J. Tortora, Berdell R. Funke, and Christine L. Case.
 - "Immunology" by David Male and Jonathan Brostoff.
 - "Biotechnology: Expanding Horizons" by B. D. Singh.
 - "Animal Biotechnology: Models in Discovery and Translation" by Ashish S. Verma, Rajesh K. Joshi, and Soumen Naskar.
 - "Biotechniques: An Illustrated Guide" by R. K. S. Ambasht and R. C. Bindra.
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Course Name: Botany Lab-V
Course Code: BDO- 3151

Credits: 2

Course Objective:

The course objective of Botany Lab is to develop practical skills and techniques for students to explore and observe various plant structures, conduct experiments, and apply scientific methods in the study of plant biology.

Course Outcomes:

Upon completing the course, students will possess the skills to prepare and observe giant chromosomes from onion root tips, identify mitotic stages. They will be able to differentiate prokaryotic and eukaryotic cells through prepared slides, comprehend cell division processes, and study chromosomal behavior during meiosis, particularly Prophase-I, using onion flower buds. Additionally, students will gain knowledge on the effects of Colchicine on cell division and chromosomal behavior.

EXPERIMENTS:

1. Preparation of giant chromosomes, onion root tip for the stages of mitosis
2. Study of Prokaryotic and eukaryotic cell; Cell division-Prepared slides.
3. Study of chromosomal behavior during meiosis with special emphasis on Prophase-I using flower buds of Onion.
4. Study on the effect of Colchicine on Mitosis.

Recommended Books

- Griffiths, A. J. F., Miller, J.H., Suzuki, D. T., Lewontin, R. C., and Galbert, W. M. 2000. An Introduction to Genetic Analysis. W. H. Freeman Publishers, New York.
 - Elrod, S. and Stansfield, W. 2002. Genetics, Schaum's Outlines. Tata Mc Graw Hill, New Delhi.
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Course Name: Chemistry Lab-V
Course Code: CHO-3151

Credit: 2

1. Spectrophotometric Determination of iron in water sample using standard addition method.
 2. To determine the transition temperature of hydrated sodium bromide by solubility method.
 3. Determination of molecular weight of a polymer (e.g. Polystyrene) by viscometric method.
 4. To determine the surface tensions of methyl alcohol, ethyl alcohol & n-hexane at room temperature and also calculate the atomic parachors of C, H & O.
 5. To determine DO & BOD of a given water sample.
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Course Name: Zoology Lab-V
Course Code: ZCO-3151

Credits: 2

Course Objective:

The objective of this practical course is to provide students with hands-on experience and practical skills in various aspects of biodiversity analysis, water quality assessment, study of biogeochemical cycles, aquatic ecosystem analysis, animal behavior observation, study of selected specimens, and microbiological techniques. Through practical exercises, students will gain a deeper understanding of these topics and develop essential laboratory skills.

Course Outcomes:

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

1. Conduct biodiversity analysis, including identification and classification of species, and understand the importance of biodiversity in ecological systems.
2. Perform titrimetric analysis to estimate water quality parameters such as dissolved oxygen (DO), biochemical oxygen demand (BOD), alkalinity, hardness, chloride, and CO₂, and interpret their implications on ecosystem health.
3. Gain an understanding of biogeochemical cycles through the use of models and comprehend the interconnectedness of various elements in ecosystems.
4. Study and analyze aquatic ecosystems through the setup and maintenance of an aquarium in the lab, observing the interactions and adaptations of organisms within the ecosystem.
5. Observe and analyze animal behavior, including taxis, kinesis, imprinting, death feigning, and reflex behavior, to gain insights into their adaptive functions and survival strategies.

Lab 1-Biodiversity Analysis; Water quality parameters (DO, BOD, Alkalinity, Hardness, Chloride, CO₂) estimation through titrimetric analysis.

Lab 2-Study of biogeochemical cycles through models; Aquatic ecosystem study through aquarium in the lab.

Lab 3-Study of taxis and kinesis through selected models of organisms in the laboratory; Learning and imprinting behavior through models.

Lab 4-Death feigning behavior d. Reflex behavior observation in the laboratory

Lab 5-Study of specimens: Leishmania, Entamoeba, Heterodera, Cimex, Xenopsylla, Ticks, Mites.

Lab 6-Biology of Pyrrilla, Leptocoryza, Tribolium, Dysdercus

Lab 7-Lifecycle of Apis and Bomby

Lab 8-Study of economically important fishes: Indian major carps, Heteropneustes, Clarius, Masticorbulus, Notopterus

Lab 9-Microbiological Techniques: Media preparation and sterilization, inoculation and monitoring.

Lab 10-Gram staining of bacteria.

Lab 11-Observation and identification of bacteria from curd, root nodules.

Lab 12-Study of slides of some pathogenic bacterial strains.

Recommended Books:

- "Ecology: Concepts and Applications" by Manuel Molles
- "Animal Behavior: An Evolutionary Approach" by John Alcock
- "Economic Zoology" by R.L. Kotpal
- "Microbiology: Principles and Explorations" by Jacquelyn G. Black
- "Laboratory Experiments in Microbiology" by Ted R. Johnson, Christine L. Case, and Gary P. Roberts

Semester-VI

Course Name: Genetics and Plant Breeding

Course Code: BDO-3211

Credits: 4

Course Objectives:

- To make the students to understand basis and process of inheritance of genes using different Mendel's laws.
- To understand the pedigree analysis.
- To make the students to understand mechanism of crossing over, linkage and chromosomal aberrations.
- To enable students to understand different types of breeding methods.

Course outcomes:

- Student will be able to understand the process of inheritance of genes.
- Student gains the knowledge of linkage and recombination
- To understand mutations
- Obtains the knowledge of techniques used in hybridization.

Block I: Introduction to genetics

Unit 1: Terminology of genetics, Mendel's laws of inheritance, gene interaction.

Unit 2: Chromosome theory of inheritance, Pedigree analysis., multiple allelism

Unit 3: Incomplete dominance and codominance.

Unit 4: Sex linked inheritance, cytoplasmic inheritance

Block II: Linkage and Crossing over:

Unit 5: Incomplete and complete, crossing over; types of Crossing over,

Unit 6: Coupling and repulsion, recombination frequency

Unit 7: Cytological basis of crossing over, molecular mechanism of crossing over, two factor and three factor crosses,

Unit 8: Mutation-types of mutations, mutagens, molecular basis of mutations

Block III: Chromosomal aberrations

Unit 9: Changes in structure of chromosomes (deletion, duplication, translocation and inversion),

Unit 10: Changes in number of chromosomes (Euploidy, polyploidy, aneuploidy).

Unit 11: Application of polyploidy in agriculture

Block IV: Plant Breeding

Unit 12: Methods of crop improvement; centres of origin and domestication of crop plants

Unit 13: Plant genetic resources; acclimatization; selection methods.

Unit 14: Plant breeding work done in India with special reference to maize, wheat, rice, potato, sugarcane and cotton.

Unit 15: Methods of plant breeding, genetic basis of inbreeding, hybridization.

Unit 16: Significance of inbreeding and outbreeding, heterosis, hybrid vigour.

Recommended books

- Russel, P.J. 1998. Genetics (5th Ed.) The Benjamin / Cummings Publishing Co., Inc., USA

- Snustad, D.P. and Simmons, M.J. 2000. Principles of Genetics (2nd Ed.) John Wiley & Sons Inc., USA.
 - Principles of Plant Breeding by Allard, R.W. (1960). John Wiley and Sons Inc, New York,
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Course Name: Organometallics, Bioinorganic Chemistry

Course Code: CHO-3211

Credits: 4

Course Objectives:

The objective of this course is to explain the general concept of organometallic compounds and its derivatives and basic knowledge of bioinorganic chemistry.

Course Outcomes:

Students will be able to:

1. Define theories of coordination chemistry
2. Describe magnetic properties of transition metal complexes
3. Illustrate organometallic chemistry
4. Identify hard and soft acids and bases
5. Explain bioinorganic chemistry

Block I: Theories of coordination Chemistry

Unit 1: Metal-ligand bonding in Transition Metal Complexes Limitations of valence bond theory, an elementary idea of crystal field theory.

Unit 2: Crystal field splitting in octahedral, tetrahedral and square planar complexes, factors affecting the crystal-field parameters. Thermodynamic and Kinetic Aspects of Metal Complexes.

Unit 3: A brief outline of thermodynamics stability of metal complexes and factors affecting the stability, stability constants of complexes and their determination, substitution reactions of square planar complexes.

Block II: Magnetic Properties of Transition Metal Complexes

Unit 4: Magnetic Properties of Transition Metal Complexes, Types of magnetic behavior, methods of determining magnetic susceptibility, spin-only formula, L-S coupling.

Unit 5: Correlation of μ_s and μ_{eff} values, orbital contribution to magnetic moments, application of magnetic moment data for 3d metal complexes.

Unit 6: Electronic spectra of Transition Metal Complexes, Types of electronic transitions, selection rules for d-d transitions, spectroscopic ground states, spectrochemical series, Orgel-energy level diagram for d^1 and d^9 states, discussion of the electronic spectrum of $[\text{Ti}(\text{H}_2\text{O})_6]^{3+}$ complex.

Block III: Organometallic Chemistry

Unit 7: Organometallic Chemistry: Definition, nomenclature and classification of organometallic compounds.

Unit 8: Preparation, properties, bonding and applications of alkyls and aryls of Li, Al, Hg, Sn, metal carbonyls: 18 electron rule, preparation, structure and nature of bonding in the mononuclear carbonyls.

Unit 9: Silicones and Phosphazenes: Silicones and phosphazenes as examples of inorganic polymers, nature of bonding in tri phosphazenes.

Block IV: Hard and Soft Acids and Bases

Unit 10: Hard and Soft Acids and Bases (HSAB): Classification of acids and bases as hard and soft.

Unit 11: Pearson's HSAB concept, acid-base strength and hardness and softness, Symbiosis,

Unit 12: Theoretical basis of hardness and softness, electro negativity and hardness and softness.

Block V: Bioinorganic Chemistry

Unit 13: Bioinorganic Chemistry: Essential and trace elements in biological processes.

Unit 14: Metallo porphyrins with special reference to hemoglobin and myoglobin.

Unit 15: Biological role of alkali and alkaline earth metal ions with special reference to Ca^{2+} .

References:

1. Basic Inorganic Chemistry, F. A Cotton, G. Wilkinson, and Paul L. Gaus, 3 rd Edition(1995), John Wiley & Sons, New York.
 2. Concise Inorganic Chemistry, J. D. Lee, 5 th Edition (1996), Chapman & Hall, London.
 3. Inorganic Chemistry, J.E. Huheey, E.A. Keiter and R.L. Keiter.
 4. Berg, J.M., Tymoczko, J. L. & Stryer, L. Biochemistry 7 th Edition, W. H. Freeman.
 5. G. Odian: Principles of Polymerizations, 4 th Edition, Wiley, 2004.
-

Course Name: Mammalian Physiology-II

Course Code: ZCO-3211

Credits: 4

Course Objective:

The objective of this course is to provide students with a comprehensive understanding of mammalian physiology, focusing on the topics of excretion, circulation, lymphatic system, and endocrine system. Students will learn about the mechanisms and processes involved in these physiological systems and gain insights into their functions and regulatory roles in the body.

Course Outcomes:

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

1. Understand the patterns of excretory products in mammals, including amonotelic, ureotelic, uricotelic, and the ornithine cycle for urea formation in the liver. Gain knowledge of urine formation, the counter-current mechanism of urine concentration, osmoregulation, and the process of micturition.
2. Comprehend the origin, conduction, and regulation of the heartbeat, along with the cardiac cycle. Understand the composition and functions of blood, including the mechanism of blood coagulation, coagulation factors, and the ABO blood group system.
3. Gain knowledge of the composition of lymph and understand the mechanism and path of lymphatic circulation, as well as the structure and functions of lymph glands and lymph nodes.
4. Explore the endocrine system as a regulatory device in the body, including the nature of hormones and their brief knowledge of hormone action. Study the structure, hormones, and biological action of the pituitary, thyroid, and adrenal glands. Understand hormonal dysfunctions and associated diseases such as dwarfism, gigantism, acromegaly, cretinism, Grave's disease, and Addison's disease.
5. Develop critical thinking skills to analyze and interpret physiological concepts and apply them to real-world scenarios. Gain practical knowledge through laboratory exercises and experiments related to mammalian physiology.

Block I: Excretion

Unit 1-Understand the different patterns of excretory products in mammals, including amonotelic, ureotelic, uricotelic, and the ornithine cycle (Kreb's - Henseleit cycle) for urea formation in the liver;

Unit 2-Study the process of urine formation and the counter-current mechanism of urine concentration.

Unit 3-Explore the concept of osmoregulation and its role in maintaining body fluid balance.

Unit 4-Gain knowledge about the process of micturition (urination) and its regulation.

Block II: Circulation

Unit 5-Learn about the origin, conduction, and regulation of the heartbeat.

Unit 6-Understand the cardiac cycle and its different phases.

Unit 7-Study the composition and functions of blood, including its cellular components and plasma

Unit 8-Explore the mechanism of blood coagulation, the role of coagulation factors, and the ABO blood group system.

Block III: Lymphatic System

Unit 9-Understand the composition of lymph and its role in immune response and fluid balance.

Unit 10-Study the mechanisms and pathways of lymphatic circulation.

Unit 11-Explore the structure and functions of lymph glands and lymph nodes in the immune system.

Block IV: Endocrine System

Unit 12-Gain an understanding of the endocrine system as a regulatory device in the body.

Unit 13-Learn about the nature of hormones and their brief knowledge of hormone action.

Unit 14-Study the structure, hormones, and biological action of important endocrine glands such as the pituitary, thyroid, and adrenal glands.

Unit 15-Explore hormonal dysfunctions and associated diseases such as dwarfism, gigantism, acromegaly, cretinism, Grave's disease, and Addison's disease.

Recommended Books:

- "Physiology of Domestic Animals" by William O. Reece
 - "Principles of Animal Physiology" by Christopher D. Moyes and Patricia M. Schulte
 - "Textbook of Veterinary Physiology" by James G. Cunningham
 - "Endocrine Secrets" by Michael T. McDermott
 - "Medical Physiology" by Walter F. Boron and Emile L. Boulpaep
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Course Name: Botany Lab-VI
Course Code: BDO-3251

Credits: 2

Course Objective:

The course objective of Botany Lab is to develop practical skills and techniques for students to explore and observe various plant structures, conduct experiments, and apply scientific methods in the study of plant biology.

Course Outcomes:

Upon completion of the course, students will possess a comprehensive understanding of Mendel's laws and their importance in inheritance patterns. They will comprehend gene interactions and how they influence trait expression. Through visual aids like photographs, they will study aneuploidy syndromes, including Down's, Klinefelter's, and Turner's, deepening their knowledge of chromosomal abnormalities. Furthermore, students will gain insights into chromosome structure, organization, and function in various organisms

EXPERIMENTS:

1. Study of Mendel's laws.
2. Study of Gene interaction.
3. Study of aneuploidy: Down's, Klinefelter's and Turner's syndromes through photographs.
4. Study of Chromosome.
5. Study of emasculation and bagging
6. Improvement of crop by selection methods.
7. Study of problems with specific examples in Eukaryotic and Microbial Genetics

Recommended Books

- Russel, P.J. 1998. Genetics (5th Ed.) The Benjamin / Cummings Publishing Co., Inc., USA.
 - Elrod, S. and Stansfield, W. 2002. Genetics, Schaum's Outlines. Tata Mc Graw Hill, New Delhi
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Course Name: Chemistry Lab-VI

Course Code: CHO-3251

Credit: 2

1. Determination of critical solution temperature and composition of the phenol-water system and to study the effect of impurities on it.
 2. To determine the transition temperature of hydrated sodium bromide by solubility method.
 3. Determination of molecular weight of a polymer (e.g. Polystyrene) by viscometric method.
 1. To determine the surface tensions of methyl alcohol, ethyl alcohol & n-hexane at room temperature and also calculate the atomic parachors of C, H & O.
 2. To determine DO & BOD of a given water sample.
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Course Name: Zoology Lab-VI

Course Code: ZCO-3251

Credits: 2

Course Objective:

The objective of this practical course is to provide students with hands-on experience in studying the development stages, external characteristics, and adaptations of various amphibian, reptilian, avian, and mammalian species. Students will also gain practical skills in performing tests related to blood, endocrine glands, and urinary analysis.

Course Outcomes:

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

1. Understand amphibian development stages and their importance in life cycles.
2. Identify and describe the external characteristics and adaptations of amphibians, reptiles, birds, and mammals.
3. Analyze the external features and adaptations of reptiles and distinguish between poisonous and non-poisonous snakes.
4. Study avian diversity, perching mechanisms, and adaptations.
5. Perform practical techniques related to blood analysis, histology, urine analysis, and lymph gland examination.

Lab 1-Study the development stages of the Indian bullfrog (*Ranatigrina*) and examine the external characteristics and morphology of Urodela, Anura, and Gymbophiona species.

Lab 2-Identify and analyze the external characters of *Uromastix* and explore the external features and adaptations of *Lacertilla* species, including different types of snakes.

Lab 3-Examine the dermal armature and external morphology of *Chelonia* (turtles and tortoises) and differentiate between Alligator, Crocodile, and *Gavialis* based on their external characteristics.

Lab 4-Examine the external characters and anatomical structures of *Columba livia* (pigeon), including feather structure, skeletal features, and limb structures.

Lab 5-Study *Archaeopteryx* and gain knowledge about its significance in avian evolution.

Lab 6-Examine the general features and characteristics of Prototheria species, including *Ornithorhynchus* and *Echidna*.

Lab 7-Study the external characteristics and adaptations of Metatheria, focusing on *Macropus* (kangaroo).

Lab 8-Perform practical techniques related to vertebrate blood analysis, including staining, clotting time, blood group typing, and Rh factor testing.

Lab 9-Study the histology of various endocrine glands, such as the pituitary, thyroid, parathyroid, thymus, testis, ovary, and adrenal, and understand their structures and functions.

Lab 10-Perform tests for urea and sugar in urine, analyze the pH of urine, and examine the transverse section of lymph glands to understand their role in the immune system.

Recommended Books:

- "Laboratory Studies in Animal Diversity" by Cleveland Hickman Jr., Larry Roberts, Allan Larson, Helen I'Anson
- "Practical Zoology" by Ramesh Gupta
- "Textbook of Practical Physiology" by G.K. Pal and Pravati Pal
- "Laboratory Manual for Comparative Animal Physiology" by Martin D. Ezell
- "Experiments in Physiology" by C.L. Ingraham

Course Name: Major Project
Course Code: SCO-3291

Credits: 4

Course Objective:

The objective of the course is to work with students to identify mathematical problem. The course also focuses to find out probable solution of that mathematical problem.

Course Outcomes:

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

1. Identify and Define appropriate mathematical problems.
 2. Explain appropriate research approaches for addressing mathematical problems.
 3. Apply various tools and techniques to complete research.
 4. Analyse research report and make robust conclusion.
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Faculty and Support Staff

The University has identified the requisite faculty and support staff as mandated by UGC and formally they shall be allocated the required positions from amongst the existing faculty exclusively for ODL mode or fresh appointments as required so, shall be initiated for which Letter of Intent have been issued to the prospective faculty and staff. The course material prepared by this university will be on par with any open university/Distance education centre in the country.

Delivery Mechanism

The ODL of MU follows a modern ICT (Information & Communication Technology) enabled approach for instruction. The methodology of instruction in ODL of MU is different from that of the conventional/regular programs. Our ODL system is more learner-oriented and the learner is an active participant in the teaching-learning process. ODL of MU academic delivery system comprises:

A. Print Material

The printed material of the programme supplied to the students will be unit wise for every course.

B. Counselling Sessions

Normally, counselling sessions are held as per a schedule drawn beforehand by the Subject Coordinator. There will be 6 counselling/ contact classes for 4 credit course will be held on the campus on Saturday and on Sunday of 2 hour duration for each course in face to face mode (In case of 2 credit course contact hours are required 6 hours and in case of 6 credit course contact hours required 18 hours). Contact classes will be held in the campus on Saturdays and on Sundays.

C. Medium of Instruction

Medium of Course Instruction: English

Medium of Examination: English

Student Support Systems

Universities Study Centres or Learner Support Centre shall be headed by a coordinator, not below the rank of Assistant professor and shall be augmented with academic and non-academic staff depending on the learner.

The university has made appropriate arrangements for various support services including counselling schedule and resource-oriented services evaluation methods and dates both online and offline modes for easy and smooth services to the students of distance mode.

At present the university have only one study centre on the campus. The institution is not promoting any study centres outside the campus. All student support services will be provided to the student through a single window method/mode onsite and online.

F. Procedure for Admissions, Curriculum, Transaction and Evaluation

Admission Process

Admission to the B.Sc. (ZBC) programme will be done on the basis of screening of candidate's eligibility on first come first serve basis. The University will follow the reservation policy as per norms of the Government. Admission shall not be a right to the students and MU, DDOE shall retain the right to cancel any admission at any point of time if any irregularity is found in the admission process, eligibility etc.

Maximum Duration

- A. The maximum duration of the B.Sc. (ZBC) Programme is Six years. Thereafter, students seeking completion of the left-over course(s) will be required to seek fresh admission.
- B. The student can complete his programme within a period of 6 years failing which he/she shall seek fresh admission to complete the programme.

Eligibility

10+2 in ZBC from any recognized board is eligible for admission into B.Sc. (ZBC) programme.

Fee Structure

Name of the Program	Degree	Duration	Year	Admission Fee	Tuition Fee/Year	Exam Fee/Year	Total (in Rs.)
Bachelor of Science ZBC	UG	3 to 6 Years	1	1500	12000	2000	15500
			2		12000	2000	14000
			3		12000	2000	14000
Total							43500

Activity Schedule

S.NO.	Name of the Activity	Tentative months schedule(specify months) during year			
		From(Month)	To (Month)	From(Month)	To (Month)
1	Admission	Jul	Sep	Jan	Mar
2	Assignment submission (if any)	Sep	Oct	Mar	Apr
3	Evaluation of assignment	Oct	Nov	Apr	May
4	Examination	Dec	Dec	Jun	Jun
5	Declaration of result	Jan	Jan	Jul	Jul
6	Re-registration	Jul	Jul	Jan	Jan
7	Distribution of SLM	Jul	Sep	Jan	Mar
8	Contact programmes (counselling, practicals, etc.)	Sep	Nov	Mar	May

Credit System

MU, DDOE proposes to follow the ‘Credit System’ for most of its programs. Each credit amounts to 30 hours of study comprising all learning activities. Thus, a 8 credit course requires 240 hours, 6 credit course requires 180 hours , 4 credit course requires 120 hours and 2 credit course requires 60 hours of study. This helps the student to understand the academic effort to complete a course. Completion of an academic programme requires successful clearing of both, the assignments and the term-end examination of each course in a programme.

Duration of the Programme	Credits	Name of the Programme	Level of the Programme
3 to 6 Yrs.	120	B.Sc. ZBC	Bachelor’s Degree

Assignments

Distance Education learners have to depend much on self study. In order to ascertain the writing skill and level of comprehension of the learner, assignment work is compulsory for all learners. Each assignment shall consist of a number of questions, case studies and practical related tasks. The Assignment Question Papers will be uploaded to the website within a scheduled time and the learners shall be required to respond them within a specified period of time. The response of the learner is examined by a faculty member.

Evaluation: The evaluation system of the programme is based on two components:

A. Continuous Evaluation in the form of assignments (weightage 30%): This Component carries a weightage of 30%. There will be at least one graded assignment and test per course. These assignments are to be submitted to the Co-ordinator of the DDOE/Study Centre to which the student is assigned or attached with.

B. Term-end examination (weightage 70%): This will be held twice every year in the months of June and December. The students are at liberty to appear in any of the

examinations conducted by the University during the year. A student will be allowed to appear in the Term-End Examination only after she/he has registered for that course and submitted the assignment. For appearing in the Examination, every student has to submit an Examination form through online (www.mangalayatan.in) or offline before the due dates as given in the schedule of operations. If a student misses any term-end examination of a course for any reason, s/he may appear for any of them or all the courses subject to the maximum of 8 courses in the subsequent term-end examinations. This facility will be available until a student secures the minimum pass grade in the courses but up to a maximum period of four semesters, since the date of registration of the course is valid for four semesters. Beyond this period s/he may continue for another four semesters by getting Re-registration by paying fee again. In that case, the score of qualified assignments and/or term-end examination will be retained and the student will be required to complete the left out requirements of such re-registered courses. Minimum requirement for passing a course will be 40% marks.

G. Laboratory Support and Library Resources

The library of Mangalayatan University aims to empower the teaching mission and intellectual culture of the community through availability through an organized collection of information as well as instruction in its access, relevance and evaluation.

The University Library enriches advance learning and discovery by providing access to a broad array of resources for education, research and creative work to ensure the rich interchange of ideas in the pursuit of knowledge.

The Directorate of Distance Education of Mangalayatan University has initiated the process of setting up a dedicated Library for ODL program and acquiring printed books and e-books for this purpose. The required International and National subject journals are also provided. We have a full functioning community radio service onboard (90.4 FM). We already have annual journal subscriptions and the capacity can be enlarged at later stages as the University lines up with more online journals.

The collection of the Library is rich and diverse especially in terms of the breadth and depth of coverage. Collection encompasses subjects in Management, Commerce, Information Technology, Computer Applications, and other allied areas. This collection further includes Books, Research Journals, Project Reports/Dissertations and online Journals.

The University has well equipped Laboratories, Lecture Capturing Systems, Audio Video facilities, ICT enabled class rooms, Wi-Fi facilities etc.

H. Cost estimate of the Programme and the provisions

Initial expenses have been done by the University in terms of provision of infrastructure, manpower, printing of Self Study Material etc. The University intends to allocate expenses out of the total fee collection as per following details:

- | | | |
|---|---|-----|
| a) SLM Development and Distribution | : | 20% |
| b) Postal and ICT Expenses | : | 10% |
| c) Salary and other Administrative expenses | : | 60% |
| d) Future Research development reserve | : | 10% |

Once programmes are operational, the programme budget from fee receipts will be planned as per the guidelines of University Grants Commission.

I. Quality Assurance

The University has established the Centre for Internal Quality Assurance (CIQA) in the University campus. The CIQA will monitor and maintain the quality of the ODL programmes. It has the following objectives in making the compliances of quality implementations.

Objectives

The objective of Centre for Internal Quality Assurance is to develop and put in place a comprehensive and dynamic internal quality assurance system to ensure that programmes of higher education in the Open and Distance Learning mode and Online mode being implemented by the Higher Educational Institution are of acceptable quality and further improved on continuous basis.

Functions of CIQA

The functions of Centre for Internal Quality Assurance would be following

- 1) To maintain quality in the services provided to the learners.
- 2) To undertake self-evaluative and reflective exercises for continual quality improvement in all the systems and processes of the Higher Educational Institution.
- 3) To contribute in the identification of the key areas in which Higher Educational Institution should maintain quality.
- 4) To devise mechanism to ensure that the quality of Open and Distance Learning programmes and Online programmes matches with the quality of relevant programmes in conventional mode.
- 5) To devise mechanisms for interaction with and obtaining feedback from all stakeholders namely, learners, teachers, staff, parents, society, employers, and Government for quality improvement.
- 6) To suggest measures to the authorities of Higher Educational Institution for qualitative improvement.
- 7) To facilitate the implementation of its recommendations through periodic reviews.
- 8) To organize workshops/seminars/symposium on quality related themes, ensure participation of all stakeholders, and disseminate the reports of such activities among all the stakeholders in Higher Educational Institution.
- 9) To develop and collate best practices in all areas leading to quality enhancement in services to the learners and disseminate the same all concerned in Higher Educational Institution.
- 10) To collect, collate and disseminate accurate, complete and reliable statistics about the quality of the programme(s).
- 11) To ensure that Programme Project Report for each programme is according to the norms and guidelines prescribed by the Commission and wherever necessary by the appropriate regulatory authority having control over the programme;
- 12) To put in place a mechanism to ensure the proper implementation of Programme Project Reports.
- 13) To maintain a record of Annual Plans and Annual Reports of Higher Educational Institution, review them periodically and generate actionable reports.
- 14) To provide inputs to the Higher Educational Institution for restructuring of programmes in order to make them relevant to the job market.
- 15) To facilitate system based research on ways of creating learner centric environment and to bring about qualitative change in the entire system.

- 16) To act as a nodal coordinating unit for seeking assessment and accreditation from a designated body for accreditation such as NAAC etc.
- 17) To adopt measures to ensure internalization and institutionalization of quality enhancement practices through periodic accreditation and audit.
- 18) To coordinate between Higher Educational Institution and the Commission for various quality related initiatives or guidelines.
- 19) To obtain information from other Higher Educational Institutions on various quality benchmarks or parameters and best practices.
- 20) To record activities undertaken on quality assurance in the form of an annual report of Centre for Internal Quality Assurance.
- 21) It will be mandatory for Centre for Internal Quality Assurance to submit Annual Reports to the Statutory Authorities or Bodies of the Higher Educational Institution about its activities at the end of each academic session. A copy of report in the format specified by the Commission, duly approved by the statutory authorities of the Higher Educational Institution shall be submitted annually to the Commission.

After enrolling in B.Sc ZBC Programme of Mangalayatan University in ODL mode, student will exhibit understanding in areas such as fundamentals of plants and animal science, physiological process, evolutionary process, environmental conservation and will instill in students the knowledge of ethical principles and commitment towards environment protection.



Registrar
Mangalayatan University
Beswan, Aligarh

MANGALAYATAN UNIVERSITY, ALIGARH
DIRECTORATE OF DISTANCE AND ONLINE
EDUCATION



PROGRAMME PROJECT REPORT

BACHELOR OF ARTS
(B.A.) – ODL Programme

Registrar
Mangalayatan University
Beswan, Aligarh

INTRODUCTION

The Bachelors of Arts (B.A) Degree Programme through ODL mode is one of the most sought Bachelor Degree Programmes after 10+2/ Senior Secondary/Intermediate Examination. The Bachelor of Arts is a comprehensive program focusing on holistic development of students in liberal education. It is intended to give graduate the greatest flexibility and choice in future study or career.

The B.A. Degree Programme has been started to provide the ground knowledge for producing the competent professionals through inclusion of capacity building components in the mainstream programme. The B.A. is one of the most popular educational degree courses in India and abroad. This is the basic educational degree program which is a mandatory qualification to appear in different graduate level competitive examinations like civil services, banking sector along with other national level examinations.

The best part of programme is that the students of any stream after 10+ 2 can get admission in B.A. Programme. The B.A. Programme includes the following subjects- English, History, Sociology, Political Science and Economics. It allows the candidates to enter in diverse academic and professional fields as well as higher education. This degree enables the students to acquire basic competencies and skills that are needed to compete in competitive examinations and pursue higher education in the respective course of study. It also imbibes leadership qualities, decision making ability, oral and written communication skills. ICT mediated teaching learning practices to ensure parity in terms of academic rigor and quality of instructions with regular B.A. offered by the university.

A. Programme's Mission and Objectives

Mission

- To acquire basic understanding of the course of study with its insight, essence and application in real life situations.
- To learn and use effective communication skills and strategies through oral, written and digital presentations.
- To develop critical thinking on issues related to courses of study based on the contents of study in the subject.

Objectives

The main objective of the B.A. Programme at the Mangalayatan University is to provide a course of study by which students study and experience the basic concepts, thoughts, principles and theories of respective disciplines including an in-depth investigation into respective course of study, structure and phenomena inculcating core values of liberal education in students.

B. Relevance of the program with HEI's Mission and Goals

The vision and mission of HEI, Mangalayatan University, Aligarh are:

Vision

To be an institution where the most formative years of a young mind are spent in the guided pursuit of excellence while developing a spirit of inquisitive questioning, an ability to excel in the pressure of a fast-changing professional world, and a desire to

grow into a personality than a person, in an environment that fosters strong moral and ethical values, teamwork, community service and environment consciousness.

Mission

- To be the enablers of the confluence of academic rigor and professional practicality.
- To bring global best practices to students through widespread use of technology.
- To empower our faculty to constantly develop new skills and excel professionally.
- To provide the best campus environment to students and faculty with all facilities to nurture their interest.

The BA Programme of the University strives to realize its vision and mission by rectifying student centric issues on priority and also to empower local community with the help of various social clubs running in University like NSS, KADAM and alumni association. The University promotes multidisciplinary and allied research in various fields that supports and harnesses joyful learning environment. The goals of ODL (Open Distance Learning) program is to provide educational facilities to all qualified and willing persons who are unable to join regular courses due to personal or professional reasons. There are many potential learners who cannot afford to join regular courses due to professional responsibilities and personal commitments. For such cases BA through ODL mode can be helpful in increasing knowledge base and skill up-gradation.

The Programme aims to provide alternative path to wider potential learners who are in need of refresher courses to update their skills.

C. Nature of Prospective Target Group of Learners

The Distance Education Programmes of the Mangalayatan University (MU) shall target the working professionals, executives as well as those who cannot attend a full-time program due to prior occupation or other assignments. The candidates desirous of taking admission in the B.A. Programme shall have to meet the eligibility norms as follows-

To obtain admission in BA program offered through ODL mode, the learner must have completed 10+2 in any stream.

The ODL B.A. Programme offered by Mangalayatan University aims to train students to be skilled professionals, with the hunger and ability to become leaders, to develop not just the intellect of our students, but also their character and personality. This gives an opportunity to the distance learner to attend distance programmes offer by the university to those who can't spare enough time to attend regular classes.

D. Appropriateness of programme to be conducted in ODL mode to acquire specific skills and competence

The University has identified the following Programme Learning Outcomes and Programme Specific Outcomes as acquisition of specific skills and competence in BA Programme.

1. Programme Outcomes Pos)

At the completion of B.A. Programme, a learner shall able to:

PO1.Critical Thinking: Take informed actions after identifying the assumptions that frame our thinking and actions, checking out the degree to which these assumptions are accurate and valid, and looking at our ideas and decisions (intellectual, organizational, and personal) from different perspectives.

PO2.Effective Communication: Speak, read, write and listen clearly in person and through electronic media in English and in one Indian language, and make meaning of the world by connecting people, ideas, books, media and technology.

PO3. Social Interaction: Elicit views of others, mediate disagreements and help reach conclusions in group settings.

PO4. Effective Citizenship: Demonstrate empathetic social concern and equity centered national development, and the ability to act with an informed awareness of issues and participate in civic life through volunteering.

PO5. Ethics: Recognize different value systems including your own, understand the moral dimensions of your decisions, and accept responsibility for them.

PO6. Environment and Sustainability: Understand the issues of environmental contexts and sustainable development.

PO7. Self-directed and Life-long Learning: Acquire the ability to engage in independent and life-long learning in the broadest context socio-technological changes

Programme Specific Outcomes

After completing the programme through ODL Mode, students will be able to:

PSO1.Ability to develop and understanding of the knowledge with facts figures concerned with subjects like, English, Political Science, Sociology, Economics and History.

PSO2.Ability to develop awareness in various aspects of human life & culture.

PSO3.Ability to compare and contrast in social life and linguistic behaviour.

The University has managed to introduce the BA Programme taking into consideration, 1 and 2, to maintain the quality and to face the competition at the National/International level.

E. Instructional Design

The Programme is divided into six semesters and minimum credits requirement are 120 to get the B.A. degree through ODL mode from Mangalayatan University. Minimum time period for acquiring the BA degree will be three years and maximum time (extended) period is six years.

Evaluation Scheme

Semester-I						
S.N.	Course Code	Course Name	Credit	Continuous Assessment Marks	Term End Exam Marks	Grand Total
				Max. Marks	Max. Marks	
1	ENO-1100	English Communication	4	30	70	100
2	HNO-1101	Hindi-I	4	30	70	100
Choose Any Two						
3&4	HSO-1101	Political History of Medieval India (1206-1320 AD)	6	30	70	100
	PSO-1101	Introduction to Political Theory	6	30	70	100
	SOO-1101	Introduction to Sociology	6	30	70	100
	ENO-1101	Professional Communication	6	30	70	100
	ECO-1101	Micro Economics	6	30	70	100
Total			20	120	280	400
Semester-II						
S.N.	Course Code	Course Name	Credit	Continuous Assessment Marks	Term End Exam Marks	Grand Total
				Max. Marks	Max. Marks	
1	ABO-1200	Environmental Science	4	30	70	100
2	ENO-1201	English-I	4	30	70	100
Choose Any Two						
3&4	HSO-1201	History of Medieval India (1320-1526AD)	6	30	70	100
	PSO-1201	Indian Constitution	6	30	70	100
	SOO-1201	Society, Culture and Social Change	6	30	70	100
	ENO-1202	English Poetry From Elizabethan Age to Romantic Age	6	30	70	100

	ECO-1201	Public Finance	6	30	70	100
Total			20	120	280	400
Semester-III						
S.N.	Course Code	Course Name	Credit	Continuous Assessment Marks	Term End Exam Marks	Grand Total
				Max. Marks	Max. Marks	
1	SKO-2100	Public Administration	4	30	70	100
2	HNO-2101	Hindi-II	4	30	70	100
Choose Any Two						
3&4	HSO-2101	Political History of Medieval India (1526-1707 AD)	6	30	70	100
	PSO-2101	Indian Political Thinkers	6	30	70	100
	SOO-2101	Social Change & Social Control	6	30	70	100
	ENO-2101	Fiction and Indian Writings in English	6	30	70	100
	ECO-2101	Indian Economy	6	30	70	100
Total			20	120	280	400
Semester-IV						
S.N.	Course Code	Course Name	Credit	Continuous Assessment Marks	Term End Exam Marks	Grand Total
				Max. Marks	Max. Marks	
1	SKO-2200	History of Ancient Indian Culture	4	30	70	100
2	ENO-2201	English-II	4	30	70	100
Choose Any Two						
3&4	HSO-2201	History of Indian National Movement (1858-1932 A.D.)	6	30	70	100
	PSO-2201	Western Political Thinkers	6	30	70	100
	SOO-2201	Family Social Structure	6	30	70	100
	ENO-2202	English Poetry till 1798	6	30	70	100
	ECO-2201	Economic Growth and International Trade	6	30	70	100
Total			20	120	280	400
Semester-V						

S.N.	Course Code	Course Name	Credit	Continuous Assessment Marks	Term End Exam Marks	Grand Total
				Max. Marks	Max. Marks	
1	SKO-3100	Basic Knowledge of English Grammar	4	30	70	100
2	HSO-3101	History of Indian National Movement (1932-1947 A.D.) & Constitution	6	30	70	100
3	PSO-3101	India's Foreign Policy	6	30	70	100
4	ECO-3101	Intermediate Micro Economics	4	30	70	100
Total			20	120	280	400
Semester-VI						
S.N.	Course Code	Course Name	Credit	Continuous Assessment Marks	Term End Exam Marks	Grand Total
				Max. Marks	Max. Marks	
1	SKO-3200	Sociology and Indian Society	4	30	70	100
2	HSO-3201	Era of Gandhi and Mass Movement	6	30	70	100
3	ENO-3201	Twentieth Century English Literature	6	30	70	100
4	PSO-3202	The United Nations	4	30	70	100
Total			20	120	280	400

MOOCS

The University shall give flexibility in opting for MOOC(Massive Online Open Courses) by the students pertaining to the prescribed curriculum and also the Credits earned in the MOOC courses may be dealt as part of the evaluation scheme as per UGC(Open and Distance Learning Programmes and Online Programmes) Regulations,2020.

Syllabi and Course Materials

The Syllabi, PPR and self-learning materials are developed mostly by experienced faculty members of Mangalayatan University in consultation with contents experts and the same will be forwarded to CIQA and Board of Studies/Academic Council/ Executive Council for further suggestions and approval.

**Syllabus
Semester-I**

Course Name: English Communication

Course Code: ENO-1100

Credit: 4

Course Objectives: Understanding the fundamental communication skills being integral to personal, social and professional interactions. To develop the ability to share thoughts, emotions and ideas through various means of communication: both verbal and nonverbal.

Course Outcomes

After completion the course, students will be able to develop correct pronunciation. They will be able to communicate effectively.

Block I. Self-Introduction

Unit 1. Introducing self

Unit 2. Speaking about achievements

Unit 3. Voicing future aspects

Block II. Non-Verbal Communication

Unit 4. Types of non- verbal communication

Unit 5. Body Language

Unit 6. Paralanguage skills

Block III. Manners and Etiquettes

Unit 7. Personal grooming

Unit 8. Dress code

Unit 9. Telephone etiquettes

Unit 10. Intellectual grooming

Block IV. Conversation in Real Life Situations

Unit 11. Meeting people

Unit 12. Travelling

Unit 13. Visiting Places

Unit 14. Shopping

Block V. Public Speaking Skills

Unit 15. Extempore

Unit 16. Role Play

Unit 17. Group Discussion

Books Reference:

- Fluency in English part-1, Macmillan, Delhi,2005, Units 1-18
 - Martin Hewing, Advanced English Grammar, CUP, New Delhi, 2010, Unit 1-60.
 - Language through Literature (forth coming). Dr. Gauri Mishra, Dr. Ranjana Kaul, Dr. Brat Biswas, Primus Books, Delhi 2005 Chapter 1-17
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बनतेम व्हरमबजपअमरू

1. छात्रों में पठन कला को निपुणता का विकास करना।
2. छात्रों को क्षेत्रीय लोकोक्तियों एवं मुहावरों का संपूर्ण ज्ञान कराना।
3. छात्रों को निबंध, संवाद, सारांश, पत्र इत्यादि लिखने की कला कुशलता उत्पन्न करने का प्रयास करना।
4. छात्रों को व्याकरण संबंधी नियमों का पूर्ण ज्ञान कराना।

बनतेम वजबवउमेरू

- सीओ 1: हिंदी भाषा और उसके साहित्य की उत्पत्ति को समझना।
सीओ 2: साहित्य के इतिहास की अवधारणा को समझना।
सीओ 3: हिन्दी साहित्य के वर्गीकरण का आधार समझना।
सीओ 4: हिंदी नाटक, लघुकथा और उपन्यास के विकास के इतिहास को समझना।

खण्ड (ठसवबा) . फ़रू जयशकर प्रसाद 'अजात शत्रु'

- इकाई (न्दपज) . 1रू** उद्देश्य; प्रस्तावना; हिन्दी साहित्य एवं भाषा का इतिहास; आधुनिक काल में हिन्दी गद्य के उदय तथा विकास।
इकाई (न्दपज) . 2रू उर्दू साहित्य; अज्ञानशत्रु: कथासार; अज्ञानशत्रु: नाट्यकला; अज्ञानशत्रु: संवाद योजना; अज्ञानशत्रु: देशकाल और वातावरण; अज्ञानशत्रु: अभिनेयता; अज्ञानशत्रु: प्रतिपाद्य/उद्देश्य; अज्ञानशत्रु।
इकाई (न्दपज) . 3रू भाषा-शैली; अज्ञानशत्रु: रस-योजना; अज्ञानशत्रु: गीति-योजना; अज्ञानशत्रु: पात्र-योजना; प्रमुख नारी पात्र।

खण्ड (ठसवबा) . फ़रू हमीदुल्ला 'ख्याल भरमली'

- इकाई (न्दपज) . 4रू** उद्देश्य; नवाब हमीदुल्लाह: एक परिचय; परम्परा, प्रगति और स्वरूप।
इकाई (न्दपज) . 5रू हमीदुल्लाह के नाटकों में नारी; 'दुलारी बाई' और 'ख्याल भारमली' में लोकनाट्य शैली; 'ख्याल भारमली' मंगलाचरण की विशिष्टता; सूत्रधार – अभिनेत्री का प्रयोग; भोपा-भोपी का प्रयोग; गायन मण्डली का प्रयोग; गायन मण्डली का प्रयोग।
इकाई (न्दपज) . 6रू भारमली की लोककथा; लोकसंवाद और लोकभाषा; अंग्रेजी शब्द और भाषा का प्रयोग; लोकगीत; लोकनृत्य; लोकवाद्य; पूर्वदीप्ति शैली; हास्य और व्यंग्य; निष्कर्ष।

खण्ड (ठसवबा) . फ़रू राजेन्द्र यादव

- इकाई (न्दपज) . 7रू** उद्देश्य; प्रस्तावना; जन्म एवं बाल्यकाल; शिक्षा-दीक्षा; राजेन्द्र यादव: व्यक्तित्व तथा कृतित्व।
इकाई (न्दपज) . 8रू राजेन्द्र यादव: कृतित्व; लेखन का प्रारम्भ तथा प्रेरणा; बहुमुखी प्रतिभा; साहित्य की समीक्षा; सम्पादक व अनुवादक।
इकाई (न्दपज) . 9रू राजेन्द्र यादव की रचना-दृष्टि तथा चिन्तन पर युग का प्रभाव; राजेन्द्र यादव के उपन्यास; राजेन्द्र यादव की प्रकाशित रचनाएँ; उपसंहार।

खण्ड (ठसवबा) . फ़रू निबन्ध

- इकाई (न्दपज) . 10रू** उद्देश्य; प्रस्तावना; नवजागरण का प्रभाव; प्रिन्टिंग प्रेस की स्थापना; पत्र-पत्रिकाओं का प्रकाशन; अनुवाद की भूमिका; नवजागरण का सामान्य परिचय; भारतेन्दु युगीन निबन्धों में नवजागरण का स्वरूप।
इकाई (न्दपज) . 11रू समाज सुधार; धर्म सुधार की आवश्यकता पर बल; नारी चेतना; देशभक्ति और राष्ट्रीय चेतना; आचार्य शुक्ल का निबन्ध साहित्य; निबन्ध साहित्य की परिस्थितियाँ; निबन्ध की विशेषताएँ; निबन्धकार शुक्लजी का वैशिष्ट्य।
इकाई (न्दपज) . 12रू आचार्य हजारी प्रसाद द्विवेदी के निबन्धों में लालित्य तत्व; आचार्य हजारी प्रसाद द्विवेदी के निबन्धों में सांस्कृतिक तत्व; आचार्य हजारी प्रसाद द्विवेदी के निबन्धों में जीवन्तता; ललित निबन्ध की विकास यात्रा।
इकाई (न्दपज) . 13रू पं. विद्यानिवास मिश्र का व्यक्तित्व एवं उनका साहित्य संसार; पं. विद्यानिवास मिश्र के निबन्धों का प्रतिपाद्य; भक्तिकाल का काल विभाजन और नामकरण; भारतेन्दु युग का काल विभाजन और नामकरण; आदिकालीन जैन साहित्य; सिद्ध-नाथ साहित्य; रासो साहित्य।
इकाई (न्दपज) . 14रू कबीरदास; निर्गुण एवं सगुण भक्ति; आदिकालीन जैन साहित्य; रामभक्ति काव्य के सामन्तवाद विरोधी मूल्य; भक्ति आन्दोलन।
इकाई (न्दपज) . 15रू सूफ़ी प्रेमाख्यानक काव्य; निर्गुण काव्यधारा की ज्ञानमार्गी शाखा; सूफ़ी प्रेमाख्यान; कृष्णभक्ति काव्य की कथ्यगत विशेषता।

खण्ड (ठसवबा) . टरू निबन्ध

इकाई (न्दपज) .16रू रीतिकालीन काव्यभाषा; पुनरुत्थानवाद की अवधारणा; छायावाद; भारतेन्दु युगीन नाटक ; तुलनात्मक भाषाविज्ञान; राष्ट्रभाषा और राजभाषा।

इकाई (न्दपज) .17रू हिन्दी शब्द की उत्पत्ति एवं विकास; पिजिन और क्रियोल में अन्तर; विज्ञापन की भाषा; भाषा और सामाजिक सन्दर्भ; सार्वभौमिक व्याकरण; हिन्दी की स्वनिम व्यवस्था; अर्थग्रहण की प्रक्रिया; मौखिक तथा लिखित वार्तालाप; ऐतिहासिक ध्वनि प्रक्रिया परिवर्तन; संसक्ति।

इकाई (न्दपज) .18रू भाषा शिक्षण के क्षेत्र; व्यतिरेकी विश्लेषण; बहिरंग आलोचना और अंतरंग आलोचना; भाषा शिक्षण की विधि; नुककड़ नाटक 'औरत' में स्त्री की समस्याएँ; 'धोखा' निबन्ध की शैलीगत विशेषताएँ; सप्रसंग व्याख्या।

इकाई (न्दपज) .19रू शुक्ल जी के निबन्धों के भाव और मनोविकार; आचार्य रामचन्द्र शुक्ल की भाषा-शैली; 'संस्कृति और जातीयता'; रेखाचित्र और संस्मरण; ठकुरी बाबा की तत्वों के आधार; प्रेमचंद द्वारा रचित 'कलम का सिपाही'।

इकाई (न्दपज) .20रू आत्मकथा 'क्या भूलूँ क्या याद करूँ'; 'किन्नर देश की ओर' की शैली और भाषागत विशेषता; 'अदम्य जीवन' की शिल्पगत विशेषता; 'आक्टेवियो पॉज' नामक साक्षात्कार; व्यंग्य निबन्धकार की दृष्टि से हरिशंकर परसाई; जीवनी और आत्मकथा की तुलना।

Course Name: Political History of Medieval India (1206:1320 AD)

Course Code: HSO:1101

Credits: 6

Course Objective: To enable the student to:

- Acquire knowledge source material of medieval India.
- Develop a critical attitude about invasion of Turk & Arab.
- Understanding the slave & khaliji dynasty

Course Outcome:

- Comprehending the socio: political and economy of the Delhi Sultanate under two Imperialist Dynasties of the Fourteenth Century.
- Introduction of a new Market Policy under the Khaljis and its impact on the society.
- Innovative projects under the Tughlaqs and its consequences

Block I

Unit 1 What is source?

Unit 2 Types of Sources: Primary Sources: Inscriptions, monuments and coins,

Unit.3 Secondary Sources: Literary works, chronicles, travelogues, biographies and autobiographies. Religious Literature, Secular Literature,

Unit 4 Significant source material of medieval India

Block II

Unit 5 Arab Invasion: Muhammad bin Qasim

Unit 6 Rise of Turks, Early Muslim Invasions:

Unit 7 Mahmud of Ghazni,

Unit 8 Muhammad Ghori,

Unit 9 Comparative study between Mahmood of Ghazni and Muhammad of Ghor as Muslim conquerors and statesmen of the sub: continent.

Unit 10 Causes of Success of Arab and turks invasion and its impact.

Block III

Unit 11 Foundation of Delhi Sultanate

Unit 12 Slave Dynasty: Qutubuddin Aibak: Early career, achievements as a commander, difficulties, assessment.

Unit 13 Iltutmish: Early life, problems, achievements, an estimate, the successors and the rule of forty, Mongol Attacks

Unit 14 Successor of Iltutmish (Tajuddin Firoz Shah to Razia Sultan)

Unit 15 Balban: Early life and accession, his problems, theory of kingship, achievements, an estimate. Balban's policy of blood and iron

Block IV

Unit 16 Causes of downfall of slave dynasty.

Unit 17 Khalji Dynasty: Khalji Revolution Jamaluddin Firoz Shah Khalji: Early life and career, significant events of his reign, foreign policy, estimate. Art and culture, Military campaigns

Unit 18 Alauddin Khalji: Early career and accession difficulties, theory of kingship, Hindu policy, Domestic policy, revolts and its remedies, , Price control and Market regulations, Administrative system, foreign policy, southern conquest, Mongol invasion and its effects, an assessment

Unit 19 Qutbuddin Mubarak Khalji

Block V

Unit 20 Art, Architecture, and Literature during Slave and Khalji Rule

Unit 21 Administrative Policy of Slave and Khalji Rulers

Unit 22 Society and culture

Unit 23 Military organization

Unit 24 Sources of the 14th Century: with special reference to Isami, Barani, Afif.

Books Reference:

- Delhi Sultanate: A.L. Srivastava
- Delhi Sultanate: L.P. Sharma
- Foundation of Muslim Rule in India: A.B.M. Habibullah
- History of Qaraunah Truks in India: Ishwari Prasad

Course Name: Introduction to the Political Theory

Course Code: PSO-1101

Credits: 6

Course Objective: Aim of this paper is to help the students to learn as well as to become familiar with the basic concepts of political theory. This paper is designed to encourage reflective thinking about the political scenario among the students.

Course Outcome: On completion of this course, student will be able to

- Understand about basic concept of Political Science and relations with other social sciences
- Learn the Democracy and its types, as well as Participation and Representation
- Acquaint the origin, elements and functions of state and its related terms

Block I

Unit-1 Concept and Nature of Political Science

Unit-2 Scope of Political Science

Unit-3 Approaches of Political Science

Unit-4 Relations of Political Science to Other Social Science with Sociology and History

Unit-5 Relations of Political Science to Other Social Science with Economics and Geography

Block II

Unit-6 Political Theory and Practice: Introduction

Unit-7 Grammar of Democracy, History of an Idea

Unit-8 Procedural Democracy and its Critique

Unit-9 Deliberative Democracy

Unit-10 Participation and Representation

Block III

Unit-11 Origin of State

Unit-12 Nature and Objectives of State

Unit-13 Elements of State

Unit-14 Development of State

Unit-15 Functions of State

Block IV

Unit-16 Freedom and Equality, Core Concept

Unit-17 Justice, Core Concept

Unit-18 Universality of Rights and Law

Unit-19 Sovereignty: Definitions and Types

Unit-20 Forms of Government

Block V

Unit-21 Public Opinion

Unit-22 Political Parties

Unit-23 Pressure Groups

Unit-24 Electoral Systems

Unit-25 Secularism

Books Reference:

1. Bhargava, R. (2008) 'What is Political Theory ', in Bhargava, R. and Acharya, A. (eds.) Political Theory: An Introduction. New Delhi: Pearson.
2. Swift, A. (2001) Political Philosophy: A Beginner's Guide for Students and Politicians. Cambridge: Polity Press.
3. Christiano, Th. (2008) 'Democracy', in Mckinnon, C. (ed.) Issues in Political Theory, New York:Oxford University Press.

Course Name: Introduction to Sociology

Course Code: SOO-1101

Credits: 6

Course Objective: This introductory paper is intended to acquaint the students with sociology social science and the distinctiveness of its approach among the social sciences. It is organized insuch a way that even students without any previous exposure to socio could acquire an interest inthe subject and follow it.

Course Objective: Student will be able to analyze the Discipline and uses basic concepts in sociology and social structure.

Block – I

Unit – 1 Origin, Definition, Scope,

Unit – 2 Subject matter and Nature of Sociology;

Unit – 3 Relationship of sociology with other social sciences

Unit – 4 Humanistic orientation Sociological study.

Unit – 5 Sociological perspectives

Block – II

Unit – 6 Basic concepts - Society, Community, Institution

Unit – 7 Association, Group, Social Structure

Unit – 8 Status and Role, Human and Animal Society

Unit – 9 Family, Meaning, Aims and importance of marriage

Unit – 10 Types of meaning, Recent change in Marriage

Block – III

Unit – 11 Kinship, meaning and definition of kinship

Unit – 12 Types of Kinship, categories of kinship, Kinship terms

Unit – 13 Marriage, Meaning and Definition, aims and importance.

Unit – 14 Types of marriage, Recent change in Family

Unit – 15 Cause of Recent change in Marriage

Block – IV

Unit – 16 Religion, meaning and definition, Functions

Unit – 17 Importance of Religion in social control

Unit – 18 Culture, Meaning and Definition, Characteristics

Unit – 19 Material and non-material culture, theory of cultural

Unit – 20 Civilization, Meaning and definition, distinction between civilization and culture

Block – V

Unit–21 Socialization, meaning and definition, Characteristics

Unit–22 Major Agencies or Institutions of socialization

Unit–23 Concept of related to socialization

Unit–24 Deviance, Meaning and definition, Characteristics

Unit–25 Causes of Deviation, Types of Deviation

Books Reference:

1. Bottom more, T.B. 1972: Sociology: A Guide to Problems and Literature, Bombay, George Allen and Unwin (India) (also Hindi Translation)
2. Davis, K., 2004: Human Society, New Delhi, Surjeet Publication (also Hindi Translation) Har Lambos, M., 1998. Sociology: Themes and perspectives, New Delhi, Oxford University Press.
3. Inkless, Alex, 1987: What is Sociology? New Delhi, Prentice-Hall of India.
4. Jayaram, N., 1988: What is Sociology? Madras, Macmillan (India)

Course Name: Professional Communication

Course Code: ENO-1101

Credit: 6

Course Objectives: Cultivate and develop reading and writing habit to enhance their vocabulary. Understanding necessary communication skills for effective presentation and management.

Course Outcomes

By the end of the course, students will be able to build a professional tone. It will develop goodwill among customers and enhance business writing skills also would help them compete.

Block I. Paragraph Writing

Unit- 1 Requisites of good paragraph writing

Unit- 2 Scientific writing skills

Unit- 3 Importance of listening and hearing

Unit- 4 Effective listening skills

Block II. Personal Skills

Unit- 5 Tips for before interview

Unit- 6 Tips for during and after interview

Unit- 7 Debates

Unit- 8 Role play

Unit- 9 Office etiquettes

Unit-10 Corporative behaviour

Unit-11 Group Discussion- Tips

Block III. Letter Writing: Types and Format

Unit-12 Formal letters

Unit-13 Informal letters

Unit-14 Business letters

Unit-15 Official letters

Unit-16 Job applications

Block IV. Communication Skills

Unit-17 Definition of Communication

Unit-18 Types of Communication

Unit-19 Level of Communication

Unit-20 Flow of Communication

Unit-21 Barriers to effective Communication

Block V. Scientific writing skills

Unit-22 Techniques of scientific writing

Unit-23 Plagiarism

Unit-24 Types of reports

Unit-25 Lay out of formal report.

Books Reference:

- Fluency in English part-1, Macmillan, Delhi,2005, Units 1-18
- Business English, Pearson, Delhi,2008, Units 1-3
- Language through Literature (forth coming). Dr. Gauri Mishra, Dr. Ranjana Kaul, Dr. BratBiswas, Primus Books, Delhi 2005 Chapter 1-17
- Martin Hewing, Advanced English Grammar, CUP, New Delhi, 2010, Unit 1-60.

Course Name: Micro Economics
Course Code: ECO-1101

Credits: 6

Course Objective: This course has the objective of equipping the students in a rigorous and comprehensive manner with the various aspects of demand analysis, consumer behaviour, production theory, and cost analysis and market structure.

Course Outcomes (COs):

S. No.	Course Outcomes (COs)
1.	Know the basic concept of economics.
2.	Understand the difference between microeconomics and macroeconomics.
3.	Apprehend the behaviour of a consumer in terms of utility maximization and pricedetermination under various conditions.
4.	Learn about the cost and revenue and their role in determining the producer's behaviour.
5.	Differentiate between perfect competition and monopoly market and the importance of these markets in output and price determination.

BLOCK: I

Unit 1: Nature and Scope of Economics, Methodology of Economics, Demand and supply function;

Unit 2: Law of demand, Elasticity of demand – price, income and cross elasticities, and their measurements; Elasticity of supply; Price determination; Effects of change of market conditions; Effects of Government Intervention – price control.

Unit 3: Theory of consumer behaviour: Cardinal and Ordinal Utility analysis and Consumer's equilibrium.

Unit 4: Indifference curve and its properties, the consumer-- price consumption curve and Income consumption curve.

BLOCK: II

Unit 5: Price effect, income effect and substitution effect (Hicks and Slutsky methods), inferior goods and giffen goods, derivation of demand curve.

Unit 6: Production decisions; Production function; law of variable proportions; returns to scale; characteristics of Isoquants, Factor substitution; Ridge lines; least cost combination of factors,

Unit 7: Internal and external economies and diseconomies.

Unit 8: Cost function: different concepts of costs, short run cost analysis and long run cost Analysis- relation between the expansion path and cost function.

Unit 9: Concepts of revenue: total, average and marginal revenue and their relationships, Break-even- analysis & its uses.

BLOCK: III

Unit 10: Perfect and imperfect markets, Pure competition, Equilibrium of the firm and industry under perfect competition,

Unit 11: Role of time element in the determination of value, supply curve under perfect competition,

Unit 12: Equilibrium of the firm under monopoly, Discriminating monopoly,

Unit 13: Conditions of equilibrium under price discrimination, Degree of monopoly power.

BLOCK: IV

Unit 14: Theories of Distribution – Theories of Rent – Ricardian and modern – Quasi-rent- **Unit 15:** Theories of wages – Real and money wage –

Unit 16: Theories of profit – interest theories – classical,

Unit 17: Keynesian and Modern theory of L M – I S framework – Marginal Productivity theories.

BLOCK: V

Unit 18: Welfare Economics

Unit 19: Growth of GNP criterion

Unit 20: Bentham's criterion

Unit 21: Cardinalist criterion

Unit: 22: The Pareto – optimality criterion.

Text and Reference Books

1. Ahuja H.C., (1991) Advanced Economic Theory, S.Chand & Co., New Delhi
2. Kreps, David M. (1990), A Course in Microeconomic Theory, Princeton University Press, Princeton.
3. Gauld, J.P. and Edward P. L. (1996), Microeconomic Theory, Richard. Irwin, Homewood.
4. Koutsoyiannis, A. (1979), Modern Microeconomics, (2nd Edition), Macmillan Press, London.
5. Layard, P.R.G. and A.W. Walters (1978), Microeconomic Theory, McGraw Hill, New York.
6. Sen, A. (1999), Microeconomics: Theory and Applications, Oxford University Press, New Delhi.
7. Stigler, G. (1996), Theory of price, (4th Edition), Prentice Hall of India, New Delhi.
8. Varian, H. (2000), Microeconomic Analysis, W.W.Norton, New York.
9. Baumol, W.J. (1982), Economic Theory and Operations Analysis, Prentice Hall of India, New Delhi.
10. Hirshleifer, J. and A.Glazer (1997), Price Theory and Applications, Prentice Hall of India, New Delhi.
11. Da Costa, G.C. (1980), Production, Prices and Distribution, Tata McGraw Hill, New Delhi
12. Salvatore, Dominic (1991), Microeconomic Theory, 3rd Edition, McGraw Hill, New Delhi.

Semester-II

Course Name: Environmental Science

Course Code: ABO-1200

Credit-4

Course Objectives: The end of this course, student will be able to:

- To familiar students with the basics of environmental engineering and students will have a broad perspective to identify the importance of population forecast, ecology and

their effect on the people and environment.

- To understand the principles associated with environmental engineering, pollution control, Energy resources and global issues related to environment.

Course Outcomes: After completion of this course, student will be able to:

S. No.	Course Outcomes (Cos)	Cognitive Level
1	Understand key concepts ecology, environment & Ecosystem.	Remember
2	Describe the Applications of alternative energy sources.	Understand
3	Understand the Different types of Environmental Pollution.	Understand
4	Discuss current environmental issues	Apply
5	Reflect critically about their roles and identities as citizens, consumers and environmental actors in a complex, interconnected world.	Apply

Block I: Multidisciplinary Nature of Environment & Ecosystem:

Unit 1: Environmental Education: Definition, Scope & Importance

Unit 2: Component of Ecosystem, Types of Ecosystem, Food Chain, Food Web, Energy Flow & Ecological Pyramid.

Unit 3: Environmental Impact Assessment.

Unit 4: Sustainable Development.

Block II: Alternative Energy Resources:

Unit 5: Biofuels: Biofuels from Jtropa, Hydrogen Protection Technology.

Unit 6: Green Energy: Energy from Biomass & Solid Waste.

Unit 7: Renewable Energy Resources: Solar, Wind, geothermal and Hydropower.

Unit 8: Sources efficiency and sustainability of green energy.

Block III: Environmental Pollution:

Unit 9: Water pollution

Unit 10: Air Pollution

Unit 11: Noise Pollution

Unit 12: Solid Waste Management

Block IV: Current Environmental issue:

Unit 13: Population Growth

Unit 14: Climate change & Global Warming causes & effects.

Unit 15: Acid Rain and Ozone layer Depletion.

Unit 16: Smog and Photochemical Smog.

Block V: Social Issues and Environment:

Unit 17: Non-Governmental Organizations and their role in environment improvement & Education.

Unit 18: The Air (Prevention & Control of Pollution) Act ,1981.

Unit 19: The Water (Prevention & Control of Pollution) Act, 1974.

Unit 20: The Wildlife (Prevention & Control of Pollution) Act, 1972.

Books Reference:

1. Basics of Environmental Studies by U K Khare, 2011 Published by Tata McGraw Hill.
 2. Environmental Science A Global Concern by William P. Cunningham and Mary Ann Cunningham Published by Tata Mc Graw Hill.
 3. Environmental Studies by Harit Priyadarshi, 2021, Published by Aravali Books International PVT.LTD.
-

Course Name: English-I

Course Code: ENO-1201

Credits: 4

Course Objectives: To understand basic grammar rules and its usage. Enhancing comprehension and writing skills.

Course Outcomes

By the end of the course, students will be able to develop interest in language and improve vocabulary; build confidence in public speaking and teach correct usage of words.

Block I. Functional Grammar

Unit-1 Phrases and Clauses: Types

Unit-2 Sentences: Functional Types

Unit-3 Parts of Speech: Types

Block II. Comprehension

Unit-4 Seen and unseen passages

Unit-5 Discussion on all spheres of the text and questions

Unit-6 Making notes from passage

Unit-7 Explanation of passages in verse

Block III. Short Story

Unit-8 R.K Narayan's Malgudi Days

Unit-9 Detailed study

Unit-10 Discussion on all spheres of the text

Unit-11 Comprehension Passages

Block IV. Poems

Unit-12 The World is too much with US by William Wordsworth

Unit-13 Daffodils' by William Wordsworth

Unit-14 Where the world is without Fear" By Ravindranath Tagore

Block V. Vocabulary and Usage

Unit-15 Word Building: Synonyms and antonyms

Unit-16 Same words used in different parts of speech: Nouns, Verbs, Adjectives and Adverbs

Books Reference:

The Structure of Modern English: A linguistic introduction Paperback – Import, 15 July 2000 by Laurel J. Brinton (Author).

- Martin Hewing, Advanced English Grammar, CUP, New Delhi, 2010, Unit 1-60
- "Malgudi Days by RK Narayan| Kaitholil.com". kaitholil.com. Archived from the original on 31 July 2022. Retrieved 31 July 2022.
- Austin, Patrik (2021). "A semantic and pragmatic explanation of harmony". Acta Linguistica Hafniensia. **54** (1): 1–23. doi:10.1080/03740463.2021.1987685. S2CID 244941417.

Course Name: History of Medieval India (1320 -1526 AD)

Course Code: HSO 1201

Credits: 6

Course Objective: To enable the student to:

- Acquire knowledge of establishment of Tughlaq, Sayyid & Lodhi Dynasty.
- Understanding of invasion of Timur& its effect.
- Develop a critical attitude about downfall of Delhi Sultanate.

Course Outcome:

- Comprehending the socio: political and economy of the Delhi Sultanate under two Imperialist Dynasties of the Fourteenth Century.
- Introduction of a new Market Policy under the Khaljis and its impact on the society.
- Innovative projects under the Tughlaqs and its consequences.

Block: I

Unit:1 Tughlaq Dynasty: Ghiasuddin Tughlaq: Domestic policy, foreign policy, death of Ghiasuddin.

Unit:2 Muhammad Tughluq: Policy of centralization. The Empire at its apex: its problems.

Unit:3 The new military and financial organization.

Unit:4 Campaigns

Unit:5 Agrarian Reforms

Unit:6 Domestic policy

Unit:7Administrative reforms,

Unit:8 Deccan policy,

Unit:9 Mongol Attacks

Block: II

Unit:10 Firoz Shah Tughlaq: Early life, accession, , Domestic policy,

Unit:11 Foreign Policy

Unit:12 Administrative reforms, an estimate.

Unit:13 Barni: Tarikh: I Firoz Shahi and Afifi: Source material of Firoz shah's reign:

Unit:14 Invasion of Timur, causes and its effects,

Block: III

Unit:15 Sayyid Dynasty: Khizr Khan –Victories, achievement, character.

Unit:16 Mubarak Shah: His achievements

Unit:17 Allaudin Alam Shah

Block: IV

Unit:18 Lodhi Dynasty: Bahlol Lodi: Accession, main events of reign character, assessment.

Unit:19 Sikander Lodi: Main events of his life, foreign policy.

Unit:20 Ibrahim Lodi: Domestic policy, foreign policy, causes of failure, an estimate.

Unit:21 Causes of downfall of Delhi Sultanate.

Block: V

Unit:22 Sultanate architecture

Unit:23 Trade and commerce under Sultanate rule

Unit:24 Social structure during sultanate period

Unit:25 Iqta system and administrative system under sultanate rule

Books Reference:

- Delhi Sultanate: A.L. Srivastava
- Delhi Sultanate: L.P. Sharma
- Growth of Khilji imperialism: Ishwari Prasad
- Alauddin's Market Regulation: B.P. Saxena
- Chronology of Mohd. Tughlaq: N.H. Rizvi
- Firoz Shah Tughlaq: K.K. Basu

Course Name: Indian Constitution

Course Code: PSO 1201

Credits: 6

Course Objective: This is an essentially important paper to understand the Indian political system. An objective of this paper is to strengthen the students in the growth and development of critical as well as analytical thinking regarding the Indian Constitution and its covering areas.

Course Outcome: On completion of this course, student will be able to

- Understand about basic concept and salient features of Indian Constitution
- Learn the Fundamental Rights, Duties and DPSP and constitutional Amendments Procedures
- Acquaint about Citizenship, Three Tiers of Governments and Panchayati Raj systems.

Block I

Unit-1 Historical Background of Indian Constitution

Unit-2 Introduction to Indian Constitution

Unit-3 Sources of the Indian Constitution

Unit-4 Rule-making Process

Unit-5 Constitutional Acts

Block II

Unit-6 Salient Features of the Indian Constitution

Unit-7 Basic Principle of Preamble

Unit-8 Fundamental Rights

Unit-9 Fundamental Duties

Unit-10 Directives Principles of State Policy

Block III

Unit-11 Citizenship: Meaning

Unit-12 Gaining of Citizenship

Unit-13 Loss of Citizenship

Unit-14 Union

Unit-15 Its Territory

Block IV

Unit-16 Types of Amendments

Unit-17 Constitutional Amendment Process

Unit-18 Important Amendments

Unit-19 Constitutional Provision

Unit-20 Centre-State Relations

Block V

Unit-21 Three Tiers of Governments

Unit-22 Panchayati Raj Systems

Unit-23 Urban-Local Bodies

Unit-24 Municipal Corporations

Unit-25 Municipalities

Books Reference:

1. Austin, G. (1979) 'The Constituent Assembly: Microcosm in Action', in The Indian Constitution: Cornerstone of a Nation. New Delhi: Oxford University Press.
2. Austin, G. (1979) 'Conclusion: Comments on a Successful Constitution', in The Indian Constitution: Cornerstone of a Nation. New Delhi: Oxford University Press.
3. Kashyap, S. (Latest Edition) Our Constitution. New Delhi: National Book Trust.
4. Mathew, G. and Jain, L.C. (eds.) (2005) Decentralisation and Local Governance. New Delhi: Orient Black swan.

Course Name: Society, Culture and Social Change

Course Code: SOO 1201

Credits: 6

Course Objective: This is an essentially important paper to understand the Indian Social system. Objectives of this paper are to strengthen the students in the growth and development of critical as well as analytical thinking regarding the Society and culture.

Course Outcomes: By the end of the course students would be able to analyse basic knowledge of society culture and social change.

Block – I

Unit – 1 Society, Characteristics of Society,

Unit – 2 Essential Elements of society,

Unit – 3 Types of Society, tribal Society, Characteristics of tribal society.

Unit – 4 Agrarian society, Characteristics of agrarian society.

Unit – 5 Industrial Society, Post-Industrial society.

Block – II

Unit–6 Cultural, meaning and Definition

Unit–7 Characteristics of Culture

Unit–8 Material and Non-Material Culture

Unit –9 Components of Cultural

Unit–10 Important of Culture

Block – III

Unit– 11 Distinction between Civilization and Culture

Unit–12 Phases of culture

Unit–13 Culture process: Cultural change

Unit–14 Cultural Contact, Acculturation

Unit–15 Cultural Relativism

Block – IV

Unit – 16 Meaning and Definition of social change

Unit – 17 Characteristic of Social change

Unit –18 Factor of Social change

Unit – 19 Cyclical theories of social change

Unit – 20 Evolutionary and liner theories of social change.

Block –V

Unit – 21 Process of social change: Evolution

Unit – 22 Evolution of society and culture

Unit – 23 characteristics of progress

Unit – 24 Conditions helpful to social progress

Unit – 25 Social Development and Social progress

Books Reference:

1. Bottom ore, T.B. (1972): **Sociology: A Guide to Problems and Literature**, Bombay:George Allen and Unwin (India).
2. Fulcher & Scott (2003): **Sociology**, New York: Oxford University Press.
3. Gordon Marshall (1998): Oxford Dictionary of Sociology, New York:Oxford University Press.
4. Giddens, Anthony (2005): **Sociology**, Polity Press.

Course Name: English Poetry from Elizabethan Age to Romantic Age

Course Code: ENO-1202

Credit: 6

Course Objectives: To make the students acquaint with meaning, theme, critical analysis writing techniques of William Shakespeare Sonnets, John Donne, John Milton, George Herbert and Alexander Pope.

Course Outcomes

After completion the course, students will be able to develop to understand the theme, structure and style in British poetry and verse.

Block I. William Shakespeare: Sonnets

- Unit-1** Sonnet 25 Let those who are in favour with their stars
- Unit-2** Sonnet 28 How can I then return in happy plight,
- Unit-3** Sonnet 30 When to the sessions of sweet silent thought
- Unit-4** Sonnet 73 That time of year thou mayst in me behold
- Unit-5** Sonnet 116 Let me not to the marriage of true minds.

Block II. John Donne: Song

- Unit-6** Go and catch a falling star Theme, summary, analysis and appreciation
- Unit-7** Sweetest love, I do not go Theme, summary, analysis and appreciation
- Unit-8** The valediction forbidding mourning Stanza 1-5
- Unit-9** The valediction forbidding mourning Stanza 6-9.

Block III. John Milton: Lycidas

- Unit-10** Stanza 1-2
- Unit-11** Stanza 3-4
- Unit-12** Stanza 5-6
- Unit-13** Stanza 7-8
- Unit-14** Stanza 9-11

Block IV. Andrew Marvell: The Garden

- Unit-15** Stanza 1-2
- Unit-16** Stanza 3-4
- Unit-17** Stanza 5-6
- Unit-18** Stanza 7-8
- Unit-19** Stanza 9-10

Block V. George Herbert & Alexander Pope

- Unit-20** Herbert- The Coller (poem) Lines: 1-18
- Unit-21** Herbert- The Coller (poem) Lines: 19-36
- Unit-22** Pope: Essay on man Cantos: 1-3
- Unit-23** Pope: Essay on man Cantos: 4-7
- Unit-24** Pope: Essay on man Cantos: 8-10

Books Reference:

- Critical Studies by Mallik Dr. Nilanko.
- Hippocrane A Guide by Suman Das.

Course Name: Public Finance

Course Code: ECO-1201

Credits: 6

Course Objective: The objective of the course is to look into the efficiency and equity aspects of taxation of the centre, states and the local governments and the issues of fiscal federalism and decentralization.

Course Outcomes (COs):

S. No.	Course Outcomes (COs)
1.	Understand the meaning, Scope, approaches, allocation, distribution of Public Finance
2.	Analyze the characteristics, free Rider Problems and theories of public expenditures.
3.	To understand the meaning and types of Externalities and Market Failure, Internationalization of Externalities,
4.	Elucidate concept of shifting and Incidence, Forward and Backward Shifting, the Demand and supply theory of Incidence, Incidence of Product taxes
5.	Understand the current Issues of India's Tax System, Analysis of Budget and Deficits and Fiscal Federalism

BLOCK: I

Unit 1: Fiscal Functions Public Finance: Meaning, Objectives and Scope,

Unit 2: Normative Approach to Public Finance- Allocation, Distribution and Stabilization function of government,

Unit 3: Welfare Economics and Government Intervention- Pareto Efficiency

Unit 4: Equity vs. Efficiency, Concept of Market Failure.

BLOCK: II

Unit 5: Public Goods- Meaning and characteristics,

Unit 6: Public Goods and Market Failure, Pure and Impure Public Goods,

Unit 7: The Free Rider Problem, Efficient Allocation of Public Goods-

Unit 8: The Lindahl Equilibrium, Samuelson's theory of Public Expenditure.

BLOCK: III

Unit 9: Meaning and types of Externalities and Market Failure,

Unit 10: Internationalization of Externalities, Corrective taxes and Subsidies,

Unit 11: Pollution Permits, Regulation and Direct Control, Assignment of Property Rights- The Coase Theorem

BLOCK: IV

Unit 12: Concept of shifting and Incidence, Forward and Backward Shifting,

Unit 13: The Demand and supply theory of Incidence,

Unit 14: Incidence of Product taxes (Specific tax and Lump Sum Tax) under Perfect Competition and Monopoly

Unit 15: Incidence of Factor taxes under Perfect Competition and Monopoly.

BLOCK: V

Unit 16: Working of Monetary and Fiscal Policies,

Unit 17: Current Issues of India's Tax System

Unit 18: Analysis of Budget and Deficits,

Unit 19: Fiscal Federalism in India,

Unit 20: State and Local Finances.

Unit 21: Introduction and objectives of Tax burden

Unit 22: Principles of tax diffraction; Problem of Double Taxation; three thoughts of tax principle

Text and Reference Books

1. Musgrave, R.A. and P.B. Musgrave, Public Finance in Theory and Practice, Mc-Graw Hill, 1989.

2. Mahesh Purohit , “Value Added Tax: Experience of India and Other Countries”, Gayatri Publications, 2007.
 3. Kaushik Basu, and A. Maertens (ed.), The Oxford Companion to Economics in India, Oxford University Press, 2007.
 4. M.M Sury, Government Budgeting in India, Commonwealth Publishers, 1990.
 5. Shankar Acharya, “Thirty years of tax reform” in India, Economic and Political Weekly, May 2005.
 6. Government of India, Report of the 13th Finance Commission.
 7. Economic Survey, Government of India (latest).
 8. State Finances: A Study of Budgets, Reserve Bank of India (latest).
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Semester-III

Course Name: Public Administration

Course Code: SKO-2100

Credit:4

Course Objective:

- Students get oriented on the various approaches and fundamentals principles of Public Administration.
- Students get oriented on the essentials of various thinkers of Public Administration.
- Students come to understand the managerial principles of organization

Course Outcome: On completion of this course, student will be able to

- Understand the Classical theories of PA and Fundamentals of Organization;
- Learn basic principles of public and private Organizations;
- Analyze the techniques of management and administrative behaviour,
- Interpret the cumulative role and formal and informal systems of organization;
- Illustrate the Industrial experiments of human relations school;
- Analyze the shift of theories from classical to decision making.

Block I: Conceptual Understanding of Administration-I

Unit-1 Meaning and Nature of Public Administration

Unit-2 Scope and importance of Public Administration,

Unit 3 Evolution and Status of discipline.

Unit-4 Methodology of Public Administration and

Unit-5 Public Administration relations to other sciences

Block II: Conceptual Understanding of Administration-II

Unit-6 Meanings and concept of Organization

Unit-7 origin and evolution of Organization

Unit-8 Growth and Development of Organization

Unit-9 Importance building–up, technical problem of Organization

Unit-10 Formal and Informal Organization

Block III: Science and Administration Theory

Unit-11 Scientific Management Theory (Taylor and the Scientific Movement),

Unit-12 Classical Theory (Fayol, Urwick, Gulick and others)

Unit-13 Characteristics of Classical Theory

Unit-14 Bureaucratic theory (Webber and his critics)

Unit-15 Features of Bureaucratic Theory

Block IV: Human Relationship and Administration Theory

Unit-16 Ideas of M.P. Follett and C.I. Barnard

Unit-17 Administrative Theory (C.I. Barnard)

Unit-18 Human Relations theory (Elton Mayo & others).

Unit-19 Concept of Human Relations

Unit-20 Elements of Human Relations

Books Reference:

1. Ali, Sham Sun Nisa, Eminent Administrative Thinkers, New Delhi, Associated Publishing House, 1977 (Reprint 1998)
2. Arora, R. K. (ed.), Administrative Theory, New Delhi, IIPA, 1984
3. Arora, R. K., Comparative Public Administration: An Ecological Approach, New Delhi, Associated Publishing House, 1972
4. Avasthi, A., and S. R. Maheswari, Public Administration, Agra, Lakshmi Narain Aggarwal, 2003

Course Name: Hindi-II

Course Code: HNO-2101

Credits: 4

Course Objective:

सीओ 1: प्रत्येक काल के प्रख्यात हिंदी लेखकों की पहचान करना।

सीओ 2: हिंदी साहित्य में आधुनिककाल के उद्भव का कारण समझना।

सीओ 3: आधुनिक काल की साहित्यिक प्रवृत्तियों को समझना।

सीओ 4: हिंदी नाटक, लघुकथा और उपन्यास के विकास के इतिहास को समझना।

बनतेम नजबवउमेरू

1. छात्रों में व्याकरण संबंधी सूत्रों के उच्चारण एवं सृजनात्मक क्षमता की वृद्धि करना।
2. छात्रों में चिंतन की प्रवृत्ति का विकास करना।
3. छात्रों को भाषा के व्यावहारिक विश्लेषण में निपुण बनाना।
4. छात्रों को व्यावहारिकता का ज्ञान कराना तथा अन्य विषयों का साहित्यिक अध्ययन कराना।

खण्ड (ठसवबा) . फरू

इकाई (न्दपज) . 1रू प्रेमचन्द का व्यक्तित्व एवं जीवन दृष्टि :-

उद्देश्य ; प्रस्तावना ; प्रेमचन्द का व्यक्तित्व, पारिवारिक और सामाजिक परिवेश, व्यक्तित्व का निर्माण, ई में तेलन का आरम्भ, उर्दू से हिन्दी में आगमन, प्रेस और निजी प्रकाशन ; प्रेमचन्द की जीवनदृष्टि, राष्ट्रीय चेतना, विचारधाराओं का प्रभाव, किसानों से लगाव, नारी दृष्टि, साम्प्रदायिक सोच, पतित चेतना।

इकाई (न्दपज) . 2रू प्रेमचन्द का व्यक्तित्व एवं जीवन दृष्टि :-

उद्देश्य ; प्रस्तावना ; प्रेमचन्द का कथा साहित्य, उपन्यास, कहानी ; प्रेमचन्द के नाटक ; विविध साहित्य, जीवनी, बालसाहित्य, पत्र-साहित्य ; अनूदित साहित्य ; वैचारिक साहित्य, साहित्य विषयक निबन्ध और टिप्पणियाँ, साहित्येतर विषयक निबन्ध और टिप्पणियाँ, पत्रकारिता।

इकाई (न्दपज) . 3रू प्रेमचन्द की साहित्यिक मान्यताएँ

उद्देश्य ; प्रस्तावना ; प्रेमचन्द के साहित्य सम्बन्धी विचार, उपन्यास सम्बन्धी विचार, कहानी सम्बन्धी विचार ; यथार्थवाद और आदर्शवाद सम्बन्धी विचार।

इकाई (न्दपज) . 4रू प्रेमचन्द के उपन्यास और हिन्दी आलोचना

उद्देश्य ; प्रस्तावना ; प्रेमचन्द की समकालीन आलोचना ; परवर्ती आलोचना (1936-60) ; सन् साठ के बाद की आलोचना ; सन् अस्सी के बाद की आलोचना।

इकाई (न्दपज) . 5रू सेवासदन : शिल्प-संरचना (औपन्यासिक शिल्प)

उद्देश्य ; प्रस्तावना ; वस्तु और रूप का सम्बन्ध ; शिल्प की तलाश का प्रश्न ; सेवासदन का वस्तु-संगठन और उसकी औपन्यासिकता ; पात्र-संरचना और भाषा की समस्या ; प्रभावान्विति का प्रश्न और शीर्षक की सार्थकता ; प्रेमचन्द की रचना-दृष्टि।

इकाई (न्दपज) . 6रू सेवासदन की नायिक (सुमन)

उद्देश्य ; प्रस्तावना ; सुमन : दारोगा कृष्णचन्द्र की कन्या के रूप में ; सुमन : पं. गजाधर की पत्नी के रूप में ; सुमन : वेश्या के रूप में ; सुमन : विधवाश्रम की सेविका के रूप में ; सुमन : परिवार की सदस्या के रूप में ; सुमन : सेवासदन की संचालिका के रूप में ; सुमन के चरित्रांकन में निहित प्रेमचंद का उद्देश्य ।

खण्ड (ठसववा) . प्फ़रू

इकाई (न्दपज) . 7रू प्रेमाश्रम और कृषि समस्या :-

उद्देश्य ; प्रस्तावना ; प्रेमाश्रम के रचनाकाल में खेतिहर समाज की स्थिति और गति, अवध का किसान-आन्दोलन और प्रेमाश्रम ; समस्या का अवलोकन-बिंदु ; समस्या के विभिन्न पहलुओं की शिनाख्त, जमींदारी प्रथा का अपरिहार्य परिणाम : उत्पादकता का हास और लगान में बढ़ोत्तरी, लगान के संदर्भ में ब्रिटिश साम्राज्यवाद और जमींदार वर्ग के संबंध पर कथाकार का दृष्टिकोण, किसानों के शोषण के अन्य रूप, जमींदार वर्ग के बदलते हुए चरित्र का रेखांकन ; समस्या का समाधान ।

इकाई (न्दपज) . 8रू प्रेमाश्रमयुगीन भारतीय समाज और प्रेमचंद का आदर्शवाद

उद्देश्य ; प्रस्तावना ; प्रेमचंद की उपन्यास-दृष्टि : आदर्शान्मुख यथार्थवाद ; प्रेमाश्रम में तत्कालीन समाज की तस्वीर, जमींदार, किसान, मध्यम वर्ग ; कथाकार का आदर्शवाद ।

इकाई (न्दपज) . 9रू प्रेमाश्रम का औपन्यासिक शिल्प इकाई की रूपरेखा

उद्देश्य ; प्रस्तावना ; प्रेमाश्रम की कथावस्तु एवं कथा संयोजन ; प्रेमाश्रम में सामाजिक-सांस्कृतिक चित्रण ; प्रेमाश्रम की पात्र-योजना, प्रमुख पुरुष पात्र, प्रमुख नारी पात्र ; भाषिक-योजना ।

इकाई (न्दपज) . 10रू ज्ञानशंकर का चरित्र

उद्देश्य ; प्रस्तावना ; ज्ञानशंकर के चरित्र-विधान में प्रेमचंद की दृष्टि ; प्रमुख पारिवारिक सदस्यों के साथ ज्ञानशंकर का संबंध, ज्ञानशंकर और प्रेमशंकर, ज्ञानशंकर और प्रभाशंकर, ज्ञानशंकर और रायसाहब कमलानंद, ज्ञानशंकर और गायत्री तथा विद्या ; ज्ञानशंकर : एक जमींदार के रूप में ; ज्ञान शंकर की चारित्रिक विशेषताएँ ; ज्ञान शंकर की जीवन-दृष्टि ।

खण्ड (ठसववा) . प्फ़रू

इकाई (न्दपज) . 11रू परिशिष्ट : प्रेमाश्रम

इकाई (न्दपज) . 12रू रंगभूमि और औद्योगिकीकरण की समस्या

उद्देश्य ; प्रस्तावना ; औद्योगिकीकरण तथा भारत में उसका महत्व ; उपन्यास की मुख्य विषय वस्तु, सूरदास का विरोध, मि. जॉनसेवक के तर्क, प्रेमचंद का दृष्टिकोण, मि. जॉनसेवक एवं सूरदास का संघर्ष ; अंग्रेजी राज की भूमिका ।

इकाई (न्दपज) . 13रू रंगभूमि पर स्वाधीनता आंदोलन और गांधीवाद का प्रभाव

उद्देश्य ; प्रस्तावना ; स्वाधीनता आंदोलन का स्वरूप एवं पृष्ठभूमि, गांधीजी और असहयोग आंदोलन ; रंगभूमि में अंग्रेज ; अंग्रेजों के समर्थकों की स्थिति ; रंगभूमि में स्वाधीनता आंदोलन, डॉ. गांगुली और कौंसिल, वीरपाल सिंह और सशस्त्र संघर्ष, रानी जाहनवी और धार्मिक दृष्टिकोण, विनय और सेवा समिति ; सूरदास और असहयोग ।

इकाई (न्दपज) . 14रू रंगभूमि का औपचारिक शिल्प

उद्देश्य ; प्रस्तावना ; रंगभूमि में आदर्शान्मुख यथार्थवाद ; प्रेमचंद की वर्णन कला ; रंगभूमि का ढाँचा ; रंगभूमि के पाठक ; भाषिक संरचना ।

खण्ड (ठसववा) . प्फ़रू

इकाई (न्दपज) . 15रू गबन और राष्ट्रीय आंदोलन

उद्देश्य ; प्रस्तावना ; प्रेमचंद की रचना का उद्देश्य और 'गबन' ; गबन में राष्ट्रीय आंदोलन के चित्रण का ऐतिहासिक संदर्भ ; गबन और राष्ट्रीय आंदोलन में मध्यवर्ग की भूमिका ; गबन और राष्ट्रीय आंदोलन में निम्नवर्ग की दृष्टि ; गबन में चित्रित राष्ट्रीय आंदोलन और महिलाएँ ; राष्ट्रीय आंदोलन में पुलिस तथा नौकरशाही की भूमिका का चित्रण ।

इकाई (न्दपज) . 16रू गबन और मध्यवर्गीय समाज

उद्देश्य ; प्रस्तावना ; गबन का रचनात्मक उद्देश्य ; मध्यवर्गीय परिवार की कथा ; गबन के पात्र, दयानाथ, रमानाथ, जालपा, अन्य स्त्री पात्र, अन्य वर्गों के पात्र ।

इकाई (न्दपज) . 17रू 'गबन' का औपन्यासिक शिल्प

उद्देश्य ; प्रस्तावना ; उपन्यास का ढाँचा : कथानक ; गबन का कथानक : घटना प्रधान, चरित्र प्रधान या नाटकीय ; शिल्प की प्रविधियाँ, उपन्यास के वर्णन की शैली, पाठक की अवस्थिति, लेखक का पाठक के साथ सम्बन्ध, दृश्य का नाटकीय रूप में प्रस्तुतीकरण ; आदर्शान्मुख यथार्थवाद ; गबन की भाषा ।

Course Name: Political History of Medieval India (1526-1707 AD)

Course Code: HSO: 2101

Credits: 6

Course Objective: To enable the student to:

- Acquire knowledge of Political Condition of India in the 16th :17th Century.
- Understanding of establishment of Mughal Rule in India
- Develop a critical attitude about Ist battle of Panipat
- Understanding of Battles of Plessey & Buxar & its impact of Bengal.

Course Outcome:

- A critical analysis of the coming of and establishment of the Mughal rule during the reigns of Babur and Humayun as well as the brief interregnum of the Sur empire under Shershah and Islamshah.
- The course is basically a study of Political and administrative history during the first half of the 16th Century.
- To develop an understanding of secular scientific approach towards Indian History with the help of primary sources.

Block: I Foundation of Mughal Empire

Unit:1 Decline of Sultanate rule and foundation of Mughal Empire and its impact.

Unit:2 India on the eve of Babur's invasion

Unit:3 Military technology and warfare

Unit:4 Reign of Humayun and his struggle for Empire

Unit:5 Source related to Babur and Humayun.

Block: II Consolidation of Mughal Rule under Akbar

Unit:6 Reign of Akbar: IInd battle of Panipat Bairam Khan Regency and Petticoat Government

Unit:7 Campaign and Conquest During Akbar's reign

Unit:8 Akbar Rajpoot Policy

Unit:9 Akbar's religious policy

Unit:10 Akbar Deccan Policy

Block: III Mughal Rule under Jahangir and Shahjahan

Unit:11 Jahangir's reign: His conquest and campaign

Unit:12 Noor jaha's, Revolt of Mahabat Khan

Unit:13 Khurram Revolt.

Unit:14 Deccan Policy of Shahjahan

Block: IV Mughal Rule under Aurangzeb

Unit:15 War of Succession

Unit:16 Jat and Satnami revolts

Unit:17 Aurangzeb relation with Rajpoots: rathore Rebellion

Unit:18 Rise of Maratha power Mughal Maratha controversy,

Unit:19 Cause of defeat of Maratha's and impact of Maratha defeat.

Block: V Mughal Administration

Unit:20 Administrative structure under Mughals

Unit:21 Mansabdari System

Unit:22 Economy under Mughals

Unit:23 Art and Architecture

Books Reference:

- Modern India – Sumit Sarkar
- Modern India: S.B. Chaudhary
- Modern India: B.L. Grover
- British Rule in India: Ram Gopal

Course Name: Indian Political Thinkers

Course Code: PSO-2101

Credits: 6

Course Objective: This is a very basic paper regarding the understanding of the Indian political intellectual contribution in the growth and development of the present political scenario. Objective of this paper is to create and strengthen the students' understanding regarding the Indian political thoughts.

Course Outcome: On completion of this course, student will be able to

- Learn about the features and political thought of ancient Indian Political Thinkers
- Understand about modern social and political thought of Indian Political Thinkers

Block I

Unit-1 Features of Ancient Indian Political Thought

Unit-2 Sources of Ancient Indian Political Thought

Unit-3 Limitations in the Study of Ancient Indian Political Thought

Unit-4 Manu

Unit-5 Kautilya

Block II

Unit-6 Modern Indian Social and Political Thought

Unit-7 Dadabhai Naoraji

Unit-8 Gopal Krishna Gokhale

Unit-9 Bal Gangadhar Tilak

Unit-10 Lala Lajpat Rai

Block III

Unit-11 Sri Aurobindo

Unit-12 M.N Roy

Unit-13 Rabindra Nath Tagore

Unit-14 Ram Manohar Lohiya

Unit-15 Bipin Chandra Pal

Block IV

Unit-16 M.K. Gandhi

Unit-17 Jawaharlal Nehru

Unit-18 Muhammad Ali Jinnah

Unit-19 Muhammad Iqbal

Unit-20 Raja Ram Mohan Roy

Block V

Unit-21 Dr. B.R. Ambedkar

Unit-22 Jai Prakash Narayan

Unit-23 M.G. Ranade

Unit-24 Pheroze Shah Mehta

Unit-25 Swami Vivekanand

Books Reference:

1. Bidyut Chakrabarty, 2009, Modern Indian Political Thought: Text and Context, SAGE Texts.
 2. Mehta, V. R. (1992) 'The Cosmic Vision: Manu', in Foundations of Indian Political
 3. Thought. Delhi: Manohar.
 4. Olivelle, P. (2006) 'Introduction', in Manu's Code of Law: A Critical Edition and
 5. Mehta, V. R. (1992) 'The Pragmatic Vision: Kautilya and His Successor', in Foundations of Indian Political Thought. Delhi: Manohar.
-

Course Name: Social Change and Social Control

Course Code: SOO-2101

Credits: 6

Course Objective: Social change and Social Control have always been a central concern of sociological study. So far as Social Change is concerned, it has gained in salience partly because of its unprecedented rapidity and partly because of its planned character. The course is designed to achieve all aspects of social change as well as of Social Control.

Course outcomes: Student will be able to Provide the basic knowledge of social change and social control.

Block – I

Unit – 1 Social Change: Meaning, Nature and Factor

Unit – 2 Biological, Demographic,

Unit – 3 Economic,

Unit – 4 Cultural, Technological

Unit – 5 Info-technological

Block – II

Unit–6 Theories of Social Change:

Unit – 7 Evolutionary,

Unit – 8 Diffusions,

Unit –9 Linear and Cyclic.

Unit-10 Culture process: Cultural change

Block – III

Unit-11 Processes of Social Change

Unit-12 Industrialization,

Unit-13 Urbanization,

Unit-14 Sanskritization

Unit-15 Globalization

Block – IV

Unit – 16 Meaning, Definition,

Unit - 17 Need, and Importance

Unit – 18 Types of control

Unit –19 Agencies of Social Control

Unit –20 Means of Social Control

Block -V

Unit – 21 Family,

Unit - 22 Education,

Unit – 23 State, Religion,

Unit –24 Propaganda

Unit –25 Public Opinion.

Books Reference:

1. Bottom more. T.B., 1972: Sociology: A Guide to Problems and Literature, Bombay, George Allen and Union (India)
2. Gillian and Gillian, Cultural sociology: New York, The Mac Milan and Co.
3. Davis, Kingsley, 2004: Human Society: New Delhi, Prentice-Hall of India.
4. Spencer, Herbert, 1906: First Principles, New York.

Course Name: Fiction and Indian Writings in English

Course Code: ENO-2101

Credit: 6

Course Objectives

To understand the various features of Indian literature in English and to get a glimpse of the regional literatures translated in English.

Course Outcomes

After completion the course, students will be able to have understanding of the socio-cultural aspect would have been reached. Students would have learnt the values of spiritual refinement in human life.

Block I. Theory of Fiction

Unit-1 Structure of fiction theory-I

Unit-2 Structure of fiction theory-II

Unit-3 Craft of fiction theory

Unit-4 Narratology and Related Aspects of fiction theory-I

Unit-5 Narratology and Related Aspects of fiction theory-II

Block II. Thomas Hardy and R.K Narayan

- Unit-6** Thomas Hardy: Tess of D'Urbervilles Chapters 1-10
Unit-7 Thomas Hardy: Tess of D'Urbervilles Chapters 10-20
Unit-8 Thomas Hardy: Tess of D'Urbervilles Chapters 21-30
Unit-9 Thomas Hardy: Tess of D'Urbervilles Chapters 31-40
Unit-10 Thomas Hardy: Tess of D'Urbervilles Chapters 41-50
Unit-11 Thomas Hardy: Tess of D'Urbervilles Chapters 51-59
Unit-12 R.K Narayan: The Guide Chapters 1-3
Unit-13 R.K Narayan: The Guide Chapters 4-6
Unit-14 R.K Narayan: The Guide Chapters 7-11

Block III. Creative Writing

- Unit-15** What is creative writing
Unit-16 Types of creative writing
Unit-17 Tips for creative writing
Unit-18 Problems of creative writing in English

Block IV. Raja Rao

- Unit-19** The Serpent and the Rope Section -1
Unit-20 The Serpent and the Rope Section-2

Block V. D.H. Lawrence

- Unit-21** D.H. Lawrence: Sons and Lovers Part 1: Chapters: 1-6
Unit-22 D.H. Lawrence: Sons and Lovers Part 1: Chapters: 7-9
Unit-23 D.H. Lawrence: Sons and Lovers Part 2: Chapters: 10-15

Block VI. Albert Camus

- Unit-24** Albert Camus: The Outsider Part 1: Chapters: 1-6
Unit-25 Albert Camus: The Outsider Part 2: Chapters: 1-5

Books Reference:

- Indian English Fiction by Biswas Sarbojit
- Indian English Fiction by Asia Book Club, Z. N Patil.
- Indian Writing in English by Iyengar K.R. Srinivasa.
- Indian Writing in English by Bijender Singh.

Course Name: Indian Economy**Course Code: ECO-2101****Credits: 6**

Course Objective: To enable the students to grasp the current economic problems in India and highlight the important economic sectors and challenges faced by them in the recent years.

Course Outcomes (COs):

S. No.	Course Outcomes (COs)
1.	Describe the concept and related terms in Indian Economy
2.	Describe the Basic Features of the Indian Economy at Independence
3.	Explain the planning and import substituting industrialization

4.	Classify of Growth, Development and Structural Change in different phases of growth and policy regimes across sectors and regions
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BLOCK- I: Basic Issues in Economic Development

Unit 1: Concept and Measures of Development and

Unit 2: Underdevelopment;

Unit 3: Human Development

Unit 4: Basic characteristics of UDCS with reference to India – Economic and non-economic factors impeding the Development of the economy.

Unit 5: National Income and its trends.

BLOCK-II: Basic Features of the Indian Economy at Independence

Unit 6: Composition of National Income

Unit 7: Occupational structure,

Unit 8: Agriculture: Role, Productivity, Land Reforms

Unit 9: The agrarian scene and industrial structure

Unit 10: Agricultural development under 5 years plans

Block- III: Policy Regimes & Industry

Unit 11: The evolution of planning and import substituting industrialization.

Unit 12: Economic Reforms since 1991.

Unit 13: Monetary and Fiscal policies with their implications on economy

Unit 14: Role of industries (large scale and small scale and cottage) in Economic Development and their problems

Unit 15: Industrial development under 5 year plans

Block-IV: Growth, Development and Structural Change

Unit 16 The experience of Growth, Development and Structural Change in different phases of growth and policy regimes across sectors and regions.

Unit-17: The Institutional Framework: Patterns of assets ownership in agriculture and industry; Policies for restructuring agrarian relations and for regulating concentration of economic power;

Unit 18: Changes in policy perspectives on the role of institutional framework after 1991. Growth and Distribution; Unemployment and Poverty; Human Development; Environmental concerns. Demographic Constraints: Interaction between population change and economic development.

Block V: Sectoral Trends and Issues

Unit 19: Agriculture Sector

Unit 20: Industry and Services Sector.

Unit 21: Financial Sector

Unit 22: Labour productivity

Text and Reference Books

1. Mishra and Puri, Indian Economy, Himalaya Publishing House
2. IC Dhingra, Indian Economics, Sultan Chand & Sons
3. Gaurav Dutt and KPM Sundarum, Indian Economy, S. Chand & Company.
4. Bhagwati, J. and Desai, P. India: Planning for industrialization, OUP, Ch 2.

Semester: IV

Course Name: History of Ancient Indian Culture

Course Code: SKO:2200

Credits: 4

Course Objective: To enable the student to:

- Acquire knowledge of the civilization of ancient India.
- Understand the Jainism and Buddhism Religious.
- Develop a critical attitude about art and architecture of Mauryan and Gupta's period

Course Outcome:

- The students have learnt the aspects of political, social and cultural history of Harappan, vedic and Pre Mauryan and Mauryan period in the light of primary sources including Ashokan Inscriptions.
- The students will learn about the Vedic Philosophy and other significant development of the age.

Block: I

Unit:1 Archeological sources to understanding Indus Valley Civilization

Unit:2 Town Planning

Unit:3 Major sites of Indus Valley Civilization and evidences

Unit:4 Social life of harppan people

Unit:5 Religious Ideas andBeliefs

Unit:6 Economy during Indus valley civilization

Block: II

Unit:7 Who were Aryan?

Unit:8 Vedic Period: Social condition, religious condition of Vedic Society

Unit:9 Later Vedic Period: Social condition, religious condition of Later Vedic Society

Unit:10 Council and Assembly,

Unit:11 Ashrama system, Status of Women.

Block: III

Unit:12 Jainism: Causes for the Religious Upheaval,

Unit:13 Teaching of Mahavira & Principles ofJainism,

Unit:14 Contribution of Jainism to Indian Culture.

Unit:15 Swatamber and Dighamber Sect

Unit:16 Buddhism: Rise and Growth,

Unit:17 Doctrines of Buddhism, Causes of Downfall,

Block: IV Society, Economy and Culture:

Unit:18 Caste system, position of women.

Unit:19 Agriculture, crafts and commerce

Unit:20 Urban centre.

Unit:21 Asokan Art (architecture and sculpture): Barabara Hill caves, Ashokan pillars and

their capitals

Unit:22 Art and Architecture: Gandhara Art and Mathura Art.

Unit:23 Contribution to Indian Culture.

Block: V Administration:

Unit:24 Central Administration.

Unit:25 Provincial Administration.

Unit:26 Local and City Administration.

Unit:27 Military Organization.

Books Reference:

- Ancient India an Introductory Outline: D.N. Jha
- The Wonder that was India: A.L. Basham
- Social Background of Indian Nationalism: A.R. Desai
- The History and Culture of Indian People: R.C. Majumdar

Course Name: English-II

Course Code: ENO-2201

Credits: 4

Course Objectives: To introduce the student to British poetry and drama from the age of Chaucer to the age of pope and to comprehend the development of trends in British drama and poetry.

Course Outcomes

By the end of the course, Students would have understood the socio-political context of the period from 14th century -17th centuries.

Block I. Geoffrey Chaucer – The Prologue to the Canterbury Tales

Unit-1 The General Prologue, The Miller’s Prologue

Unit-2 The General Prologue’ The Miller’s Tale

Unit-3 The General Prologue’ The Pardoner’s Prologue

Unit-4 The General Prologue’ The Pardoner’s Tale’

Unit-5 The Miller’s Prologue and Tale The Nun’s Priest’s Tale

Block- II. John Milton – The Paradise Lost

Unit-6 Book 1 Stanza 1-2 Explanation

Unit-7 Book 1 Stanza 3-4 Explanation

Unit-8 Book 1 Stanza 5-6 Explanation

Unit-9 Book 1 Stanza 7-8 Explanation

Unit-10 Book 1 Stanza 9-10 Explanation

Unit-11 Book 1 Stanza 11-12 Explanation

Unit-12 Book 1 Stanza 13-14 Explanation

Unit-13 Book 1 Stanza 15-16 Explanation

Unit-14 Book 1 Theme, analysis, appreciation

Block- III. John Donne

Unit-15 Good Morrow Explanation of poem

- Unit-16** Good Morrow Theme, analysis, appreciation
Unit-17 The Ecstasy Explanation of poem
Unit-18 The Ecstasy Theme, analysis, appreciation
Unit-19 Batter my heart, three-person's God Explanation of sonnet
Unit-20 Batter my heart, three-person's God Theme, analysis, appreciation

Block- IV. Andrew Marvell

- Unit-21** To His Copy mistress Stanza 1-3 explanation
Unit-22 To His Copy mistress Theme, analysis, appreciation
Unit-23 The Garden Stanza 1-5 explanation
Unit-24 The Garden Stanza 6-9 explanation
Unit-25 The Garden Theme, analysis, appreciation

Books Reference:

- Indian English Fiction by Biswas Sarbojit
- Indian English Fiction by Asia Book Club, Z.N.Patil.
- Indian Writing in English by Iyengar K.R.Sriniwasa.
- Indian Writing in English by Bijender Singh.

Course Name: History of Indian National Movement (1858-1932 A.D.)

Course Code: HSO:2201

Credits: 6

Course Objective: To enable the student to:

- Acquire knowledge of the Indian national Congress.
- Understanding the rise of revolutionary Nationalism.
- Develop a critical attitude about Gandhian movement.

Course Outcome: Outcome: To enhance awareness of:

- Major political and cultural developments in 17:18th century India.
- To be able to appreciate India's relations with the wider world: Middle East and Europe.
- Growth of composite culture and socio: economic life.

Block: I

- Unit:1** Impact of revolt of 1857 and act of 1858
Unit:2 Pre: Congress Organization and its objectives
Unit:3 Birth of The Indian national Congress –safety valve theory
Unit:4 Early Programmes and objectives of INC
Unit:5 Historian views on Congress political Party

Block: II

- Unit:6** Rise of the Extremism in the Indian National Congress,
Unit:7 Programmes and objectives of moderate and extremist functions,
Unit:8. Leaders of Extremist and Moderate factors.

Unit:9 Partition of Bengal
Unit:10 Surat split,
Unit:11 Swadeshi Movement

Block: III

Unit:12 Rise of Revolutionary Nationalism – Impact of Bengal partition,
Unit:13 Growth of revolutionary ideas and organization in India
Unit:14 Growth of revolutionary ideas and organization in India abroad,
Unit:15 HRA, HSRA and other revolutionary activities.

Block: IV

Unit:16 Advent of Gandhi Ji – Early activities Kheda, Champaran, Bardoli
Unit:17Rowlett Act
Unit:18 Jallianwala massacre
Unit:19 Khilafat movement and Non-cooperation movement,
Unit:20 Swaraj Party
Unit:21 Civil Disobedience movement, Round table conference,

Block: V

Unit:22 British Response to Indian Demand – Simon Commission
Unit:23 the Nehru Report;
Unit:24 Poona Pact and communal Awards

Books Reference:

- Advanced History of Modern India: Vol. I: III, G.S. Chabra.
- Modern India: Sumit Sarkar
- Modern India: S.B. Chaudhary
- Social Background of Indian Nationalism: A.R. Desai
- History of Freedom Movement in India: R.C. Majumdar

Course Name: Western Political Thinkers

Course Code: PSO-2201

Credits: 6

Course Objective: This is an excellent opportunity to understand the Western views regarding the politics through this paper. Objective of this paper is to provide a backdrop to create and enhance the students' understanding regarding the western intellectual political minds of different era.

Course Outcome: On completion of this course, student will be able to

- Understand the Features and various thoughts given by Political Thinkers of the West
- Aware about Social Contract Theory of Tri-thinkers, Marx's political

thought in different

Block I

Unit-1 Features of Ancient Greek Thought

Unit-2 Socrates

Unit-3 Plato

Unit-4 Aristotle

Unit-5 General Characteristics of European Medieval Political Thought

Block II

Unit-6 St. Thomas Aquinas

Unit-7 Marsiglio of Padua

Unit-8 Machiavelli

Unit-9 Jean Bodin

Unit-10 Burun de- Montesquieu

Block III

Unit-11 Social Contract Theory- Thomas Hobbes

Unit-12 Social Contract Theory-John Locke

Unit-13 Social Contract Theory-Jean Jacque Rousseau

Unit-14 G W F Hegel

Unit-15 Immanuel Kant

Block IV

Unit-16 Jeremy Bentham

Unit-17 John Stuart Mill

Unit-18 Thomas Hill Green

Unit-19 Lenin

Unit-20 Mao Tse Tung

Block V

Unit-21 Marx: Dialectical Materialism

Unit-22 Marx: Historical Materialisms, Class Struggle

Unit-23 Marx: Theory of State and Revolution

Unit-24 Marx: Religion and Morality

Unit-25 Marx: Shortcoming

Books Reference:

1. McClelland, J. S. (1996) A History of Western Political Thought. London: Routledge.
2. Soper, M. (eds.) A Guide to the Political Classics: Plato to Rousseau. New York: Oxford University Press.
3. Coldwin, R. A. (1987) 'John Lock', in Strauss, L. and Cropsey, J. (eds.) History of Political Philosophy. 2nd Edition. Chicago: Chicago University Press.
4. Skoble, A. J. and Machan, T. R. (2007) Political Philosophy: Essential Selections. New Delhi: Pearson Education.
5. Nelson, B. (2008) Western Political Thought. New York: Pearson Longman.

Course Name: Family Social Structure

Course Code: SOO-2201

Credits: 6

Course Objective: This is an excellent opportunity to understand the structure of family and society. Objective of this paper is to provide and enhance the students' understanding regarding the social relation and responsibility

Course Outcomes: Students will be able to use basic concepts of sociate in term of marriage, family, kinship, caste, etc

Block – I

Unit – 1 Caste (Definition, Varna v/s. Jati, Dominant Caste),

Unit – 2 Tribes (Definition and Characteristics, Distribution, Social Change),

Unit –3 Class – (Definition, Middle and new Middle Class, Caste and Class),

Unit–4 Ethnicity – (Definition, Ethnicity as a Process, Identity and Crisis).

Unit - 5 Group-Primary, Secondary, Reference Group

Block – II

Unit –6 Family (Nuclear, Joint & Extended),

Unit -7 Marriage (Hindu, Muslim & Christian),

Unit –8 Kinship (North & South),

Unit –9 Religion (Hinduism, Islam, Christianity, Buddhism).

Unit -10 Socialization, definition, Characteristics, Major Agencies

Block–III

Unit–11 Migration,

Unit–12 Urbanization,

Unit -13 Industrialization,

Unit -14 Globalization.

Unit -15 Modernization

Block – IV

Unit–16 Religious Pluralism,

Unit–17 Secularism,

Unit–18 Status of Women,

Unit–19 Nation and Nationalism.

Unit -20 Communalism

Block -V

Unit -21 Social Process-Cooperation

Unit -22 Accommodation

Unit–23 Assimilation

Unit -24 Integration

Unit -25 Competition, Conflict

Books Reference:

1. Thaper Ramesh (ed.) Tribe, Caste and Religion in India, Macmillan India, 1997.
2. Kosambi D.D.: The Culture and Civilization of Ancient India in Historical Perspective, VikasPublishing House, New Delhi, 1982.
3. Dube S.C.: The Indian Village, Roulledge, London, 1955.
4. Karve I.: Hindu Society: An Interpretation, Puna, Deccan College
5. K.S. S: The People of India: An Introduction, Seaque Book, Calcutta
6. Majumdar D.N. & T, N. Madan: An Introduction to Social Anthropology, Asia

- Publishing House, 1956 (1st Edn.).
7. Prabhu P.H.: Hindu Social Organization, Popular Prakashan, Bombay, 1963.
 8. Srinivas M.N.: India's Villages, Asia Publishing House, Bombay, 1960.
 9. Srinivas M.N.: Caste in Modern India and Other Essays.
 10. Desai A.R.: Social Background of Indian Nationalism, Population Prakashan, Bombay, 1966.
-

Course Name: English Poetry till 1798

Course Code: ENO-2202

Credits: 6

Course Objectives: To introduce the students to the concepts, fundamentals and tools of communication and to teach the students the major important terms of English language.

Course Outcomes: The students would have strengthened their knowledge of major concepts also would have received the various functions of language.

Block I. Functional Grammar

Unit-1 Types of Sentences

Unit-2 Sentence structure

Unit-3 Transformation and synthesis of sentences

Unit-4 Direct and Indirect (Reported Speech)

Unit-5 Subject-verb agreement

Unit-6 Common Errors

Block II. Comprehension

Unit-7 Seen and unseen passages

Unit-8 Explanation of unseen passage in verse

Unit-9 Poetry: John Donne's, 'The good Morrow'

Unit-10 William Wordsworth's, 'Ode on Intimations of Immortality' first half part

Unit-11 William Wordsworth's, 'Ode on Intimations of Immortality' second half part

Unit-12 Nassim Ezekiel's Night of the Scorpion

Block III. Vocabulary and Usage

Unit-13 One-word substitution

Unit-14 Synonyms and Antonyms

Unit-15 Words often confused and misused

Unit-16 Idioms and Idiomatic Phrases and their usage

Block IV. Jhumpa Lahiri's Fiction

Unit-17 Interpreter of Maladies' detailed study

Unit-18 Discussion on all spheres of the text and questions

Unit-19 This Blessed House: Discussion on all spheres of the text and questions

Block V. Writing Skills

Unit-20 Essay writing Types of essays, short essays

Unit-21 Précis writing Tips of précis writing

Unit-22 Short Story Writing

Unit-23 One act Play: 'Chitra' by Ravindranath Tagore: Background, detailed study, characterization, theme and plot construction

Books Reference:

- Fluency in English part-1, Macmillan, Delhi,2005, Units 1-18
- Business English, Pearson, Delhi,2008, Units 1-3
- Language through Literature (forth coming). Dr. Gauri Mishra, Dr. Ranjana Kaul, Dr. BratBiswas, Primus Books, Delhi,2005, Chapter 1-17

Course Name: Economic Growth and International Trade**Course Code: ECO-2201****Credits: 6**

Course Objective: This main objective of this course is to provide a analysis of Economic Growth, Monetary Policies and different aspect of International Trade.

Course Outcomes (COs):

S. No.	Course Outcomes (COs)
1.	To understand the Economic Growth and its models
2.	To study the determinants of business fixed investment
3.	To develop the critical thinking about Classical and Modern Theories of International Trade
4.	To understand the balance of payments and balance of Trade

BLOCK: I**Unit 1:** Economic Growth: Harrod- Domer Model, Solow Model, Golden Rules**Unit 2:** Technological Progress and Elements of Endogenous Growth**Unit 3:** Consumption, Keynesian Consumption Function, Fisher**Unit 4:** Theory of optimal intertemporal choice; life-cycle and permanent income hypotheses**Unit 5:** Rational expectations and random-walk of consumption expenditure.**BLOCK: II****Unit 6:** Investment: Determinants of business fixed investment**Unit 7:** Residential investment and inventory investment**Unit 8:** Demand of money**Unit 9:** Rules versus Discretion; Time Consistency**BLOCK: III****Unit 9:** Fiscal and monetary Policy: Active or Passive; Monetary Policy Objectives and Targets**Unit 10:** Rules versus Discretion; Time Consistency**Unit 11:** The Government Budget Constraint, Government Department.**Unit 12:** Schools of Macro Economics Thoughts: Classical, Keynesians, New Classical and New Keynesian.**BLOCK: IV****Unit 13:** Inter-regional and International Trade**Unit 14:** Classical and Modern Theories of International Trade, Theory of Absolute Advantage,**Unit 16:** Theory of Comparative Advantage, Heckscher-Ohlin Theory**Unit 17:** Rate of Exchange

Unit 18: Theories of Exchange Rate Determination

BLOCK: V

Unit 19: Fixed vs. Flexible Exchange Rates

Unit 20: Exchange Control

Unit 21: Free Trade vs. Protection.

Unit 22: International Monetary Fund. World Bank. GATT/WTO. Recent Changes in the Composition and Direction of India's Foreign Trade.

Unit 23: Balance of Payments and Balance of Trade. Disequilibrium in the Balance of Payments: Causes and Correction.

Text and Reference Books

1. Krugman, P.R. and M. Obstfeld (1994), International Economics: Theory and Policy
2. Salvatore, D.L. (1997), International Economics
3. Sodersten, Bo, International Economics
4. Greenaway, D. (1983), International Trade Policy
5. Joshi V. and M.D. Little (1998), India's Economic Reforms, 1999-2001.
6. Nayyar, D. (1976), India's Exports and Export Policies in the 1960s
7. Panchmukhi, V.R. (1978), Trade Policies of India: A Quantitative Analysis
8. Patel, S.J. (1995), Indian Economy towards the 21st Century
9. Dorabusch, fisher and startze, macro economils, Mc Grow hills. 11th edition, 2010
10. Steven M. Shuffling, Rationed Exhibitions, Cambridge University, press, 2nd edition, 1996.
11. Errol D. sauza, Macroeconomics, Pearson Education, 2009.
12. Hal R. Vasion, Intermediate Economics; A modern approach, 8th Edition, W.W Norton and Compony/Affiliated, East-West press (India), 2010.

Semester-V

Course Name: Basic Knowledge of English Grammar

Course Code: SKO-3100

Credits: 4

Course Objectives: To enable the students acquire knowledge of English grammar. Apply guidance ability to solve personal, academic and vocational problems.

Course Outcomes: Develop understanding of desirability of conductive Environment also would have learnt the technique of writing and to polish the standard of grammar.

Block- I. Sentences

Unit-1 Tense aspects: Indefinite, continuous

Unit-2 Tense aspects: perfect and perfect continuous

Unit-3 Kinds of Tenses

Unit-4 Use of Tenses

Unit-5 Transformation of sentence

Block- II. Grammar

Unit-6 Common Errors

Unit-7 Punctuation

Unit-8 Active and passive voice

Unit-9 Direct and indirect narration

Unit-10 Synonyms and antonym

Block- III. Vocabulary

Unit-11 One word substitution

Unit-12 Idioms and phrases

Unit-13 Homonyms and homophones.

Unit-14 Application (Element and Structure)

Block- IV. Paragraph, Essay and Letter Writing

Unit-15 Writing paragraph on story

Unit-16 Formal letters

Unit-17 Informal letters

Unit-18 Essay Writing

Books Reference:

- Fluency in English part-1, Macmillan, Delhi,2005, Units 1-18
- Business English, Pearson, Delhi,2008, Units 1-3
- Language through Literature (forth coming). Dr. Gauri Mishra, Dr. Ranjana Kaul, Dr. Brat Biswas, Primus Books, Delhi,2005, Chapter 1-17
- Martin Hewing, Advanced English Grammar, CUP, New Delhi, 2010, Unit 1-60

Course Name: History of Indian National Movement (1932-1947 A.D.) & Constitution

Course Code: HSO: 3101

Credits: 6

Course Objective: The students will be able to:

- Acquire knowledge of the Leaders of Indian National Movement.
- Understanding the rise communal politics.
- Develop a critical attitude about constitutional development.

Course Outcome:

- Acquaint with the economic history of India along with commercial, industrial and fiscal policies introduced by the British in India during 19 and early decade of 20th century
- To Familiarize with the structures of the peasant societies, their encounter with British imperialism, nature of their oppression and the traditional forms of resistance in colonial period. To help them understand the modern methods of their struggles in association with the ideologies of nationalism and communism in the first half of the twentieth century.
- To familiarize with the historiographical debates around peasant movements through national and regional studies.

Block: I Establishment of British Rule in India:

Unit:1. Laying the Foundations of the British Colonial State in India;

Unit:2 The Company's rule in Bengal and expansion in other Indian states.

Unit:3. Processes of Accumulation in Pre: colonial and Colonial India,

Unit:4 Indian Economy in the middle of 18th Century.

Unit:5 Ijaradari System, Colonialization of the Indian Economy, 1757:1800.

Unit:6. Drain of wealth

Block: II Middle Class Consciousness and Politics in Early 20th Century India:

Unit:7 Rise of 'Extremism', Partition of Bengal and Swadeshi Movement.

Unit:8 Simla Deputation, Foundation of the Muslim League and its early objectives, Act of 1909.

Unit:9 Khilafat and Non: Cooperation Movement, 1919:22; Method of Resistance; Extent of Mass Support; Withdrawal, and its consequences.

Unit:10 The 1920s: Political developments; Communist and Socialist Ideas; Depression of 1929:31 and its economic & political Consequences.

Unit:11 Development of Communalism: Debates concerning the nature and meaning of modern communalism; factors behind the growth of communalism in the 1920s;

Unit:12 The Nehru Report;

Unit:13 The Hindu Mahasabha: RSS;

Block: III

Unit:14 Indian Politics During the Second World War: The Ramgarh Congress Resolution (1940);

Unit:15 Cripps Mission;

Unit:16 Quit India Movement (1942)

Unit: 17 The 1946 Elections.

Block: IV India Towards Independence

Unit:18 Emergence of the new state Govt. of India Act 1935.

Unit:19 Govt. of India Act 1935.

Unit:20 Popular Movements

Unit:21 The INA Trials; The RIN Mutiny;

Unit:22 Riots and Rehabilitation

Block: V India After Independence

Unit:23 Indian Independence Act of 1947

Unit:24 Making of Republic

Unit:25 The Constituent Assembly

Unit:26 Drafting of the Constitution

Books Reference:

- Advanced History of Modern India: Vol. I: III, G.S. Chabra.
- Modern India –Sumit Sarkar
- Modern India: S.B. Chaudhary
- Social Background of Indian Nationalism: A.R. Desai
- Modern India: B.L. Grover

Course Name: India's Foreign Policy
Course Code: PSO-3101

Credits: 6

Course Objective

Indian Foreign Policy is a very crucial part of India's global relationship with other countries. Therefore this paper is designed for the growth and development of the students' critical thinking and analytical skills regarding the Indian foreign policy along with the India's global stand for our benefits.

Course Outcome: On completion of this course, student will be able to

- Learn the Principles, Objectives, Significance, Sources and Determinants of Indian Foreign Policy
- Understand the India's Foreign Policy with major powers and regional organizations

Block I

Unit-1 Indian Foreign Policy: Principles
Unit-2 Indian Foreign Policy: Objectives
Unit-3 Indian Foreign Policy: Significance
Unit-4 Indian Foreign Policy: Determinants
Unit-5 Indian Foreign Policy: Sources

Block II

Unit-6 India and Global Organizations
Unit-7 India and United Nations
Unit-8 India and World Trade Organization
Unit-9 India and European Union, African Union
Unit-10 India and ASEAN, SAARC

Block III

Unit-11 India's Relations with USA
Unit-12 India's Relations with Russia
Unit-13 India's Relations with France
Unit-14 India's Relations with Australia
Unit-15 India's Relations with EU

Block IV

Unit-16 India's Relations with China
Unit-17 India's Relations with Thailand
Unit-18 India's Relations with Malaysia
Unit-19 India's Relations with Maldives
Unit-20 India's Relations with Nepal

Block V

Unit-21 Issues and Challenges: Nuclear Policy
Unit-22 Issues and Challenges: Energy Security
Unit-23 Issues and Challenges: Terrorism
Unit-24 Issues and Challenges: Environmental Issues
Unit-25 Issues and Challenges: Feminism

Books Reference:

1. Appadorai, A. (1981) Domestic Roots of Foreign Policy. New Delhi: Oxford University Press.
2. Bandyopadhyay, J. (1970) Making of India's Foreign Policy. New Delhi: Allied.
3. Rana, A.P. (1976) Imperatives of Non-Alignment: A Conceptual Study of India's Foreign Policy Strategy in the Nehru Period. New Delhi: Macmillan.
4. Mishra, K.P. (ed.) (1969) Studies in India's Foreign Policy. New Delhi: Vikas.
5. Singh, B.K. (2010) India's Energy Security: The Changing Dynamics. New Delhi: Pentagon Energy Press.
6. Prasad, L. (2009) Energy security for India: Some Perspectives. LAP Lambert Academic Publishing.

Course Name: Intermediate Micro Economics**Course Code: ECO-3101****Credits: 4**

Course Objective: This main objective of this course is to provide a thorough analysis of consumer behavior and modern trade theory, trade policy, and its welfare implications.

Course Outcomes (COs):

S. No.	Course Outcomes (COs)
1.	To understand the consumer theory.
2.	To felicitate the ability to skilled in quantitative technique.
3.	To develop the critical thinking about Cost and Perfect Competition
4.	To understand the Market structure and game theory, monopoly; pricing with market power.

BLOCK:I**Unit 1:** Consumer Theory, Preference,**Unit 2:** Utility, Substitution Equation**Unit 3:** Buying and Selling**Unit 4:** Choice Under Risk and Inter Temporal Choice**Unit 5:** Revealed preferences**BLOCK :II****Unit 6:** Production, Technology; Isoquants,**Unit 7:** Cost and Perfect Competition**Unit 8:** Production with One or More Variable Inputs**Unit 9:** Return to Scale**BLOCK :III****Unit 9:** Short Run and Long Run Costs**Unit 10:** Cost Curves in the Short Run and Long Run**Unit 11:** Review of Perfect Competition.**Unit 12:** Market structure and game theory, monopoly; pricing with market power**Unit 13:** Price Discrimination

BLOCK :IV

Unit 14: Peak Load Pricing

Unit 15: Two Part Tariff

Unit 16: Monopolistic Competition and Oligopoly

Unit 17: Game Theory and Competitive Strategy

Unit 18: Market Failure, Externalities; public goods and market with symmetric information.

BLOCK :V

Unit 19: Edgeworth Box Analysis of an Exchange Economy,

Unit 20: Equilibrium and Efficiency under Pure Exchange and Production Problems of Measuring Welfare

Unit 21: Marshallian Approaches

Unit 22: Pareto's Welfare Criteria, Concept of Social Welfare Function

Text and Reference Books

1. Stonier, A.W. & Hague, D.C. : A text book of Economic Theory, part -1
2. D, Samuelson, P.A. : Economics – An Introductory Analysis
3. Ferguson, C.E. and J.N. Kreps : Principle of Economics
4. Waston, D. S. : Price Theory and its uses
5. Robert S. Pindyck & : Microeconomics
6. Koutsoyiannis, A. : Modern Microeconomics
7. Yogesh Maheshwari : Managerial Economic

Semester-VI

Course Name: Sociology and Indian Society

Course Code: SKO 3200

Credits: 4

Course Objective: To enable the students to Acquire Knowledge of Fields of Sociology and develop understanding the Importance of Sociology and Social Science.

Course Outcome: Students are able to understand about meaning, nature, scope and importance of sociology; and also acknowledge about different types of institutions of social

Block I

Unit 1 The Meaning and Definitions of Sociology, Nature of Sociology

Unit 2 Scope of Sociology, Fields of Sociology

Unit 3 Importance of Sociology and Social Science,

Unit 4 Sociology and its relationship with history, economics, political science, psychology, anthropology,

Unit 5 Sociology the Discipline. Sociology as a science.

Block II

Unit 6 Sociology and Society, Community,

Unit 7 Sociology and Association, Institution, Organization,

Unit 8 Social structure,

Unit 9 Social System

Unit 10 Social stratification

Block III

Unit 11 Status and Role, Meaning, Types and Mutual Relationship

Unit 12 Norms and Values, Meaning, Types and Mutual Relationship

Unit 13 Social Process, Meaning, Nature and Forms

Unit 14 Cooperation, Competition and Conflict

Unit 15 Social Interaction

Block IV

Unit 16 Socialization, Process of Socialization

Unit 17 Agencies of Socialization,

Unit 18 Elements and Role of Socialization

Unit 19 Theories of Socialization

Unit 20 Deviance

Books Reference:

- Bottom more, T.B.1972: Sociology: A Guide to Problems and Literature, Bombay, Geogre Allen and Unwin (India) (also Hindi Translation)
- Davis, K.,2004: Human Society, New Delhi, Surjeet Publication (also Hindi Translation) Harlambos, M., 1998.Sociology: Themes and perspectives, New Delhi, Oxford University Press.
- Inkeles, Alex,1987: What is Sociology? New Delhi, Prentice- Hall of India. Jayaram, N.,1988: What is Sociology? Madras, Macmillan (India)
- Johnson, HarryM.,1995: Sociology: A Systematic Introduction. New Delhi, Allied Publishers, (also, Hindi Translation)
- Karve, Irawati,1953: Kinship Organization in India, Bombay, Asia Pub. House

Course Name: Era of Gandhi and MassMovement.

Course Code: HSO-3201

Credits – 6

Course Objective-

Gandhi's emergence as a mass leader, Gandhi's ideas, methods and techniques of mass mobilization, Gandhi's role in movements like Champaran, Rowlatt Act, Non-cooperation, Civil Disobedience and Quit India movement and The role played by masses and various social groups in Gandhi's led movements.

Course Outcome-This paper is designed to introduce the student regarding the Gandhian Philosophy, his tools and techniques which laid a mass movement in India. This paper covers rise of revolutionary movementand Gandhian programs that guided the path of Indian National Movement in twentieth century. It concludes with the vital role of 'Neta ji' Subhash Chandra Bose in the National Movement.

Block-I

Unit 1- Entry of Gandhi

Unit 2- The Non-Co-operation Movement.

Unit 3- Rise of Revolutionary Movement in India

Unit 4- Rowlatt Act

Unit 5- Idea of Hind Swaraj

Block-II**Unit 6-** Swadeshi**Unit 7-** Satyagraha**Unit 8-** Trial of Bhagat Singh**Unit 9-** Rise of Revolutionary Movement outside India**Unit 10-** Gadar Party Movement**Block-III****Unit 11-** Simon commission**Unit 12-** The Khilafat Movement**Unit 13-** Nehru report**Unit 14-** The Civil Disobedience Movement**Unit 15-** The Quit India Movement**Block-IV****Unit 16-** Constitutional Crisis: Cripps Mission**Unit 17-** Constitutional Crisis: Cabinet Mission.**Unit 18-** Call for 'Do or Die' and the Beginning of Movement**Unit 19-** Gandhi-Irwin Pact, Round Table Conference and Second Phase**Block-V****Unit 20-** Era of Subhas Chandra Bose**Unit 21-** Indian National Army**Unit 22-** Mountbatten Plan**Unit 23-** Partition and Independence**Suggested Readings:**

1. Agrow, D: (1968), Moderates and Extremists in the Indian National Movement, Asia Publishing House
 2. Brass, Paul: (1994, 2015), The Politics of India since Independence, London, Cambridge University Press
 3. Chandra, Bipan and Others: Freedom Struggle
 4. Desai, A.R. (2016), Social Background of Indian Nationalism, Sage Publication Pvt. Ltd.
 5. Desai, A.R. (1984), India's Path of Development, Popular Prakashan
 6. Dutta, K.K.: (1975), Social History of Modern India, Delhi, Macmillan Publication
 7. Gupta, M.N.: (1972), History of the Revolutionary Movement in India, Samatya Publication
 8. Jeffery, R. and J Masseloss: From Rebellion to the Republic
 9. Majumdar, R.C.: (1954), History of the Freedom Movement in India 3 vols. Reprint
 10. Majumdar, R.C.: Struggle for Freedom
 11. Mehrotra, S.R.: (2004), The Emergence of Indian National Congress, Rupa and Co.
 12. Moon, Penderal (1998), Divide and Quit, USA, Oxford University Press
 13. Patel, Vallab Bhai: Correspondence, Writings and Speeches.
 14. Prasad, Bisheswar,: Bandage and freedom, 2 Vols.
 15. Rai, Satya M.(ed.): Bharat Mein Upniveshwad Aur Rashtrawad (Hindi)
-

Course Name: Twentieth Century English Literature

Course Code: ENO-3201

Credits: 6

Course Objective: To familiarize the students with the new literature of Britain in the early decades of 20th century and to understand the literary criticism and innovative techniques introduced by the writers of 20th century

Course Outcomes: By the end of course, students would have understood the new techniques i.e. Psycho analysis and stream of consciousness as well as the aftermath of the movement and its impact on society.

Block- I. T. S. Eliot

Unit-1: The Waste Land the Burial of the Dead

Unit-2: The Waste Land A Game of Chess

Unit-3: The Waste Land the Fire Sermon

Unit-4: The Waste Land Death by Water

Unit-5: The Waste Land What the Thunder Said

Block- II. Philip Larkin

Unit-6: Wants Explanation of poem

Unit-7: Wants Theme, analysis, appreciation

Unit-8: Church Going Explanation of poem

Unit-9: Church Going Theme, analysis, appreciation

Unit-10 : High Window Explanation of poem

Unit-11: High Window Theme, analysis, appreciation

Unit-12 : Wild Oats Explanation of poem

Unit-13 : Wild Oats Theme, analysis, appreciation

Block- III. W.B. Yeast

Unit-14 : The Second Coming Explanation of poem

Unit-15: The Second Coming Theme, analysis, appreciation

Unit-16 : Leda and the Swan Explanation of poem

Unit-17: Leda and the Swan Theme, analysis, appreciation

Unit-18: Love and the Bird Explanation of poem

Unit-19: Love and the Bird Theme, analysis, appreciation

Block- IV. Dylan Thomas

Unit-20: The Hand that Signed the Paper Explanation of poem

Unit-21: The Hand that Signed the Paper Theme, analysis, appreciation

Unit-22 : Vision and Prayer Explanation of poem

Unit-23: Vision and Prayer Theme, analysis, appreciation

Unit-24: Being but Men Explanation of poem

Unit-25: Being but Men Theme, analysis, appreciation

Books Reference:

- A Survey Course in 20th Century Canadian Literature by Neeraj Publication.
- A Survey course in 20th Century Canadian Literature by B L Yadav
- A Survey course in 20th Century Canadian Literature by Vipin Tomar

Course Name: The United Nations (Generic Elective)

Course Code: PSO-3202

Credits: 4

Course Objective: It is always insightful to studying this multilateral political organization. The United Nations is the core of global political scenarios from its establishment. Thus the purpose of this paper is to highlight and illustrate the backdrop, structure and functioning of this most essential and integral part of whole world- the United Nations.

Course Outcome: On completion of this course, student will be able to

- Understand about Principles, Objectives Success and Failure of United Nations
- Aware about Structures and Function of all organs and Specialized Agencies of United Nations
- Acquaint the all Programmes and Foundations of Specialized Agencies and major global conflicts

Block I

Unit-1 United Nations: An Historical Overview

Unit-2 United Nations: Principles

Unit-3 United Nations: Objectives

Unit-4 United Nations: Millennium Development Goals

Unit-5 United Nations: Success and Failures

Block II

Unit-6 Structure and Functions: General Assembly

Unit-7 Structure and Functions: Security Council

Unit-8 Structure and Functions: Economic and Social Council

Unit-9 Structure and Functions: International Court of Justice

Unit-10 Various Specialized Agencies: ILO, WHO, UNESCO

Block III

Unit-11 UN Programmes and Foundations: UNICEF, UNDP

Unit-12 UN Programmes and Foundations: UNEP, UNHCR

Unit-13 United Nations: Peace and Security

Unit-14 Major Nations Peace Keeping Operations

Unit-15 Peace Building, Peaceful Use of Outer Space

Block IV

Unit-16 Major Global Conflicts: Vietnam War, Afghanistan War

Unit-17 Major Global Conflicts: Balkans War (Serbia and Bosnia)

Unit-18 Major Global Conflicts: Syrian Civil War

Unit-19 United Nations- Assessment

Unit-20 Imperatives of Reforms and Process of Reforms

Books Reference:

1. Moore, J.A. Jr. and Pubantz, J. (2008) The new United Nations. Delhi: Pearson Education.
2. Goldstein, J. and Pevehouse, J.C. (2006) International relations. 6th edn. New Delhi: Pearson.

3. Taylor, P. and Groom, A.J.R. (eds.) (2000) The United Nations at the millennium. London: Continuum.
4. Gareis, S.B. and Warwick, J. (2005) The United Nations: an introduction. Basingstoke: Palgrave.
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Faculty and Support Staff

The University has identified the requisite faculty and support staff as mandated by the UGC and formally they shall be allocated the required positions from amongst the existing faculty exclusively for ODL mode or fresh appointments as per requirement, shall be initiated for which Letter of Intent have been issued to the prospective faculty and staff. The course material prepared by this university will be on par with any open university/Distance education centre in the country.

Delivery Mechanism

The Mangalayatan University (MU) ODL Programmes follows a modern ICT (Information & Communication Technology) enabled approach for instruction. The methodology of instruction in ODL of MU is different from that of the conventional/regular programs. Our ODL system is more learner-oriented and the learner is an active participant in the teaching-learning process. ODL of MU academic delivery system comprises:

A. Print Material

The printed material of the programme supplied to the students will be unit wise for every course.

B. Counselling Sessions

Normally, counselling sessions are held as per a schedule drawn beforehand by the Subject Coordinator. There will be 6 counselling/ contact classes in face to face mode of two hours each for a course of 4 credits. The counselling sessions will be held on the campus of the University on Saturdays and Sundays. There shall be four sessions of two hours each in case of a 2 credit course. In case of six credit courses, there shall be eight counselling sessions of two hours each. The counselling sessions / face to face contact classes will be held in the campus of the University on Saturdays and on Sundays.

B. Medium of Instruction

Medium of Course Instruction:	Hindi
Medium of Examination:	Hindi

Student Support Systems

The Mangalayatan University shall not have its Study Centres outside its campus. There shall be a Study Centre at the campus of the University for providing academic support to the ODL learners. The Study Centre at the campus shall be headed by a Coordinator, who shall not be below the rank of an Assistant Professor. The University shall augment the academic and non-academic staff depending on the number of students enrolled following the UGC guidelines.

The University has made appropriate arrangements for various support services including counselling schedule and resource-oriented services evaluation methods and dates both on and off line modes for easy and smooth services to the students of distance mode.

At present the University has only one study centre in the campus. The institution is not promoting any study centres outside the campus. All student support services will be provided to the student through a single window method/mode onsite and online.

F. Procedure for Admissions, Curriculum, Transaction and Evaluation

Admission Process

Admission to the BA programme will be done on the basis of screening of candidate's eligibility on first come first serve basis. The University will follow the reservation policy as per norms of the Government. Admission shall not be a right to the students and MU, DDOE shall retain the right to cancel any admission at any point of time if any irregularity is found in the admission process, eligibility etc.

Maximum Duration

- A. The maximum duration of the B.A. programme is six years. Thereafter, students seeking completion of the left-over course(s) will be required to seek fresh admission.
- B. The student can complete his programme within a period of 6 years failing which he/she shall seek fresh admission to complete the programme.

Eligibility

10+2 in any stream from any board.

Fee Structure

Name of the Program	Degree	Duration	Year	Registration Fee	Tuition Fee/Year	Exam Fee/Year	Total (in Rs.)
Bachelor of Arts	UG	3-6 Years	1	1500	6500	2000	10000
			2		6500	2000	8500
			3		6500	2000	8500
Total							27000

Activity Schedule

S.NO.	Name of the Activity	Tentative months schedule(specify months) during year			
		From(Month)	To (Month)	From(Month)	To (Month)
1	Admission	Jul	Sep	Jan	Mar

2	Assignment submission (if any)	Sep	Oct	Mar	Apr
3	Evaluation of assignment	Oct	Nov	Apr	May
4	Examination	Dec	Dec	Jun	Jun
5	Declaration of result	Jan	Jan	Jul	Jul
6	Re-registration	Jul	Jul	Jan	Jan
7	Distribution of SLM	Jul	Sep	Jan	Mar
8	Contact programmes (counselling, Practicals.etc.)	Sep	Nov	Mar	May

Credit System

MU, DDOE proposes to follow the ‘Credit System’ for most of its programs. Each credit amounts to 30 hours of study comprising all learning activities. Thus, a 8 credit course requires 240 hours, 6 credit course requires 180 hours , 4 credit course requires 120 hours and 2 credit course requires 60 hours of study. This helps the student to understand the academic effort to complete a course. Completion of an academic programme requires successful clearing of both, the assignments and the term-end examination of each course in a programme.

Duration of The Programme	Credits	Name of The Programme	Level of The Programme
3 Yrs.	120	B.A.	Bachelor’s Degree

Assignments

Distance Education learners have to depend much on self study. In order to ascertain the writing skill and level of comprehension of the learner, assignment work is compulsory for all learners. Each assignment shall consist of a number of questions, case studies and practical related tasks. The Assignment Question Papers will be uploaded to the website within a scheduled time and the learners shall be required to respond them within a specified period of time. The response of the learner is examined by a faculty member.

Evaluation: The evaluation system of the programme is based on two components:

- A. Continuous Evaluation in the form of assignments (weightage 30%):** This Component carries a weightage of 30%. There will be at least one graded assignment and test per course. These assignments are to be submitted to the Co-ordinator of the DDOE/Study Centre to which the student is assigned or attached with.
- B. Term-end examination (weightage 70%):** This will be held twice every year in the months of June and December. The students are at liberty to appear in any of the examinations conducted by the University during the year. A student will be allowed to appear in the Term-End Examination only after she/he has registered for that course and submitted the assignment. For appearing in the Examination, every student has to submit an Examination form through online (www.mangalayatan.in)/ or offline before the due dates as given in the schedule of operations. If a student misses any term-end examination

of a course for any reason, s/he may appear for any of them or all the courses subject to the maximum of 8 courses in the subsequent term-end examinations. This facility will be available until a student secures the minimum pass grade in the courses but up to a maximum period of four semesters, since the date of registration of the course is valid for four semesters. Beyond this period s/he may continue for another four semesters by getting Re-registration by paying fee again. In that case, the score of qualified assignments and/or term-end examination will be retained and the student will be required to complete the left out requirements of such re-registered courses. Minimum requirement for passing a course will be 40% marks.

G. Laboratory Support and Library Resources

The library of Mangalayatan University aims to empower the teaching mission and intellectual culture of the community through availability through an organized collection of information as well as instruction in its access, relevance and evaluation.

The University Library enriches advance learning and discovery by providing access to a broad array of resources for education, research and creative work to ensure the rich interchange of ideas in the pursuit of knowledge.

The Directorate of Distance Education of Mangalayatan University has initiated the process of setting up a dedicated Library for ODL program and acquiring printed books and e-books for this purpose. The required International and National subject journals are also provided. We have a full functioning community radio service onboard (90.4 FM). We already have annual journal subscriptions and the capacity can be enlarged at later stages as the University lines up with more online journals.

The collection of the Library is rich and diverse especially in terms of the breadth and depth of coverage. Collection encompasses subjects in Management, Commerce, Information Technology, Computer Applications, and other allied areas. This collection further includes Books, Research Journals, Project Reports/Dissertations and online Journals.

The University has well equipped Computer Laboratories, Lecture Capturing Systems, Audio Video facilities, ICT enabled class rooms, Wi-Fi facilities etc.

H. Cost estimate of the programme and the provisions

Initial expenses have been done by the University to in terms of provision of infrastructure, manpower, printing of self study material and other. The University intends to allocate expenses out of the total fee collection as per following details:

a) SLM development and distribution	:	20%
b) Postal expense	:	10%
c) Salary and other administrative expenses	:	60%
d) Future development	:	10%

.Once programmes are operational, fee receipt from the programmes' budget to be planned as per the guidelines of University Grants Commission.

I. Quality Assurance

The University has established the Centre for Internal Quality Assurance (CIQA) in the University campus. The CIQA will monitor and maintain the quality of the ODL programmes. It has the following objectives in making the compliances of quality implementations.

Objectives

The objective of Centre for Internal Quality Assurance is to develop and put in place a comprehensive and dynamic internal quality assurance system to ensure that programmes of higher education in the Open and Distance Learning mode and Online mode being implemented by the Higher Educational Institution are of acceptable quality and further improved on continuous basis.

Functions of CIQA

The functions of Centre for Internal Quality Assurance would be following

- 1) To maintain quality in the services provided to the learners.
- 2) To undertake self-evaluative and reflective exercises for continual quality improvement in all the systems and processes of the Higher Educational Institution.
- 3) To contribute in the identification of the key areas in which Higher Educational Institution should maintain quality.
- 4) To devise mechanism to ensure that the quality of Open and Distance Learning programmes and Online programmes matches with the quality of relevant programmes in conventional mode.
- 5) To devise mechanisms for interaction with and obtaining feedback from all stakeholders namely, learners, teachers, staff, parents, society, employers, and Government for quality improvement.
- 6) To suggest measures to the authorities of Higher Educational Institution for qualitative improvement.
- 7) To facilitate the implementation of its recommendations through periodic reviews.
- 8) To organize workshops/ seminars/ symposium on quality related themes, ensure participation of all stakeholders, and disseminate the reports of such activities among all the stakeholders in Higher Educational Institution.
- 9) To develop and collate best practices in all areas leading to quality enhancement in services to the learners and disseminate the same all concerned in Higher Educational Institution.
- 10) To collect, collate and disseminate accurate, complete and reliable statistics about the quality of the programme(s).
- 11) To ensure that Programme Project Report for each programme is according to the norms and guidelines prescribed by the Commission and wherever necessary by the appropriate regulatory authority having control over the programme;
- 12) To put in place a mechanism to ensure the proper implementation of Programme Project Reports.
- 13) To maintain a record of Annual Plans and Annual Reports of Higher Educational Institution, review them periodically and generate actionable reports.
- 14) To provide inputs to the Higher Educational Institution for restructuring of programmes in order to make them relevant to the job market.
- 15) To facilitate system based research on ways of creating learner centric environment and to bring about qualitative change in the entire system.
- 16) To act as a nodal coordinating unit for seeking assessment and accreditation from a designated body for accreditation such as NAAC etc.
- 17) To adopt measures to ensure internalization and institutionalization of quality enhancement practices through periodic accreditation and audit.
- 18) To coordinate between Higher Educational Institution and the Commission for various qualities related initiatives or guidelines.
- 19) To obtain information from other Higher Educational Institutions on various quality benchmarks or parameters and best practices.

- 20) To record activities undertaken on quality assurance in the form of an annual report of Centre for Internal Quality Assurance.
- 21) It will be mandatory for Centre for Internal Quality Assurance to submit Annual Reports to the Statutory Authorities or Bodies of the Higher Educational Institution about its activities at the end of each academic session. A copy of report in the format as specified by the Commission, duly approved by the statutory authorities of the Higher Educational Institution shall be submitted annually to the Commission.

After completing B.A. programme offered by Mangalayatan University through ODL mode, student will be able to locate relevant work in various fields or the right course for future education, depending on BA specialization. Whether a BA graduate chooses to work or pursues higher education, his/her options are extremely broad.



Registrar
Mangalayatan University
Beswan, Aligarh

MANGALAYATAN UNIVERSITY, ALIGARH

**DIRECTORATE OF DISTANCE AND ONLINE
EDUCATION**



PROGRAMME PROJECT REPORT

BACHELOR OF LIBRARY AND INFORMATION SCIENCE

2023-24

1

Registrar
Mangalayatan University
Beswan, Aligarh

Introduction

Mangalayatan University focuses on providing quality education through distance learning, matching with the parameter of regular program and producing capable administrative leaders who are prepared with the necessary library management & research skills to make high-quality administrative.

The B.L.I.Sc. programme at our university create high level of intellectual capacity in learners, providing opportunity for learners to pursue high level studies, providing opportunity for higher education studies to the learners who have been deprived of higher education due to being employed in government non-government organization.

A. Programme's Mission and Objectives

Mission

To develop broad and balanced knowledge and understanding of fundamental concepts, principles, and theories related to Library and Information Science. To produce competent information professionals who can facilitate the flow of information in a rapidly changing society.

Objectives

- To impart education to the students to meet the varied and changing information needs of individual and groups in a society.
- To train the students to keep pace with the magnanimous developments in Library Science field.
- To provide students with learning experiences that help to in still deep interests in learning Library and Information Science;
- To develop broad and balanced knowledge and understanding of fundamental concepts, principles, and theories related to Library and Information Science;
- To equip students with skills essential to carry out library housekeeping activities and to provide various library and information services using Information and Communication Technologies; and
- To impart students with the knowledge and skill base that would enable them to undertake further studies in Library and Information Science and in related areas or in multidisciplinary areas that involve Library and Information Science

B. Relevance of the Program with HEI's Mission and Goals

The vision and mission of HEI, Mangalayatan University, Aligarh are:

Vision:

To be an institution where the most formative years of a young mind are spent in the guided pursuit of excellence while developing a spirit of inquisitive questioning, an ability to excel in the pressure of a fast-changing professional world, and a desire to grow into a personality than a person, in an environment that fosters strong moral and ethical values, teamwork, community service and environment consciousness.

Mission:

- To be the enablers of the confluence of academic rigor and professional practicality.
- To bring global best practices to students through widespread use of technology.
- To empower our faculty to constantly develop new skills and excel professionally.
- To provide the best campus environment to students and faculty with all facilities to nurture their interest.

A Bachelor's Degree in Library and Information Science trains students in modern Library administration and can prepare them for higher study or careers in academic, corporate, military, museum, or special research libraries. Degree Programme may allow students to focus on their particular interests. Recipients of a Bachelor's Degree in Library and Information Science qualify for Library support positions, depending on the library. Graduates from this programme are prepared to work in a variety of libraries and information environments using people skills, problem-solving skills and their ability to organize access and evaluate information.

The Bachelor's Degree in Library and Information Science program of the University strives to realize its vision and mission by rectifying student centric issues on priority and also to empower local community with the help of various social clubs running in University like NSS, KADAM and Alumni association. The University Promotes Multidisciplinary and Allied research in various fields that supports and harnesses joyful learning environment. The goals of ODL (Open Distance Learning) program is to provide educational facilities to all qualified and willing persons who are unable to join regular courses due to personal or professional reasons. There are many potential learners who cannot afford to join regular courses due to professional responsibilities and personal commitments. For such cases B.L.I.Sc. through ODL mode can be helpful in increasing knowledge base and skill up-gradation.

The program aims to provide alternative path to wider potential learners who are in need of refresher courses to update their skills.

C. Nature of Prospective Target Group of Learners

This program is specifically designed to cater the need of students who are not able to study through regular mode. Working Professionals, Housewives, Students from rural area, students who do not wish to prefer regular courses due to various reasons & students who can not afford costly regular programmes, also those who are willing to develop their professional skills in Library and Information Science are our target group learners.

The candidates desirous of taking admission in B.L.I.Sc. program shall have to meet the eligibility norms as follows-

1. *To obtain admission in B.L.I.Sc. program offered through ODL mode, the learner must have completed graduation in any stream.*

The ODL-B.L.I.Sc. program offered by Mangalayatan University aims specially for Working Professionals, Housewives, Students from rural area, students who do not wish to prefer regular courses due to various reasons. This gives an opportunity to the distance learner to attend distance programmes offer by the university to those who can't spare enough time to attend regular classes.

D. Appropriateness of Programme to be conducted in ODL mode to acquire specific skills and competence

The University has identified the following Programme Learning Outcomes and Programme Specific Outcomes as acquisition of specific skills and competence in B.L.I. Sc. Program.

Programme Outcomes (PO's)

After completing the programme through ODL Mode, students will be able to:

- PO 1: Develop workforce for libraries and information centres for effective and efficient service, professional values, devotion and attitudes.
- PO 2: Train students to work in the modern library administrative environment at an advanced level.
- PO 3: Impart education and training in knowledge communication and knowledge management.
- PO 4: Equip the students with competent skill essential for carrying out advanced information technology in libraries.
- PO 5: Enable the students to carry out research in many disciplines of Library and Information Science

Programme Specific Outcomes:

After completing the programme through ODL Mode, students will be able to:

- PSO1: Prepare students for careers in academic, corporate, museum, special, and research libraries by instructing them in contemporary library administration.
- PSO2: Provide instruction and training to aspiring library professionals.
- PSO3: Create staff members for information centres and libraries who will provide quality services and uphold professional standards.
- PSO3: To give students the knowledge and abilities they need to use ICT to carry out a variety of library and information Centre maintenance tasks.
- PSO4: To help LIS students become qualified professionals in their area by teaching employability skills based on ethical literacy, effective communication, and critical thinking.
- PSO5: Allow students to learn continuously for their own personal development.

E. Instructional Design

The program is divided into two semesters and minimum credit requirement is 44 to get B.L.I.Sc. degree in ODL mode from Mangalayatan University. Minimum time period for acquiring BLISc. degree will be one year and maximum time period to acquire B.L.I.Sc. degree is 2 Years.

Evaluation Scheme

Semester-I						
S.N.	Course Code	Course Name	Credit	Continuous Assessment Marks	Term End Exam Marks	Grand Total
				Max.Marks	Max.Marks	
1	BLO-1101	Foundations of Library and Information Science	4	30	70	100
2	BLO-1102	Knowledge Organisation Classification (Theory)	4	30	70	100
3	BLO-1103	Knowledge Organisation Classification (Practice)	4	30	70	100
4	BLO-1104	Knowledge Organisation Cataloguing (Theory)	4	30	70	100
5	BLO-1105	Knowledge Organisation Cataloguing (Practice)	4	30	70	100
Total			20	150	350	500

Semester-II						
S.N.	Course Code	Course Name	Credit	Continuous Assessment Marks	Term End Exam Marks	Grand Total
				Max.Marks	Max.Marks	
1	BLO-1201	Management of Libraries and Information Centers	4	30	70	100
2	BLO-1202	Information Sources and Services	4	30	70	100
3	BLO-1203	School Library and Media Centre	4	30	70	100
4	BLO-1204	Basics of Information and Communication Technology (Theory)	4	30	70	100
5	BLO-1205	Basics of Information and Communication Technology (Practical)	4	30	70	100
6	BPO-1200	Project	4	0	100	100
Total			24	150	450	600

MOOCS

The University shall give flexibility in opting for MOOC (Massive Online Open Courses) by the students pertaining to the prescribed curriculum and also the Credits earned in the MOOC courses may be dealt as part of the evaluation scheme as per UGC(Open and Distance Learning Programmes and Online Programmes) Regulations,2020.

Syllabi and Course Materials

Syllabi, PPR and self-learning materials are developed mostly by experienced faculty members of Mangalayatan University in consultation with contents experts and the same will be forwarded to CIQA and BoS/Academic Council/ Executive Council for further suggestions and approval.

Semester I
Course Name: Foundations of Library and Information Science

Course Code: BLO-1101

Credits: 4

Course Objective: To develop an understanding about the foundations of Library & Information Science and importance of different types of libraries in modern society.

Course Outcomes (COs):

S. No.	Course Outcomes (COs)
1.	Comprehend the concept, objectives and development of libraries and its importance to the society
2.	Understand the professional ethics of librarianship and the five laws of library science with their implications on various services of the libraries
3.	Examine the importance of Library legislation and features of library acts
4.	Familiarize with the role of various National and International Library Associations and Organizations

Block I: Information, Knowledge and Society

Unit 1: Information: Meaning, Characteristics;

Unit 2: Data, information, Knowledge Wisdom, Knowledge Society;

Unit 3: Information Transfer Cycle: Generation, Storage and Dissemination of Information;

Unit 4: Library and Information Science as a Discipline

Block II: Contribution of Indian LIS Professionals in The Development of Library Profession

Unit 5: Ranganathan, S.R; Kaula, P N; Mangla, P B;

Unit 6: Essentials of Library and Information Science

Unit 7: Librarianship as a Profession; User Education;

Unit 8: Extension Service;

Unit 9: Library Building

Block III: Conceptual Framework, History, Development and Types of Libraries

Unit 10: Social Foundation of Libraries;

Unit 11: History of Libraries;

Unit 12: Development of libraries in India, U.S.A. and Britain;

Unit 13: Types of Libraries.

Block IV: Laws and Legislation Relating To Libraries and Information Centers

Unit 14: Five Laws of Library Science;

Unit 15: Library Legislation-Need and essential Features;

Unit 16: Library Acts in India;

Unit 17: Intellectual Property Right.

Block V: Library Associations

Unit 18: Role and contribution of National Organizations such as UGC, ILA, IASLIC;

Unit 19: Role and contribution of International Organizations such as LA, ALA IFLA, FID, UNESCO, ASLIB in the growth and development of Libraries

Unit 20: Major Library Networks: DELNET, INFLIBNET/e-Shod Sindhu

Text and Reference Books

1. Feather, J. The information society: a study of continuity and change. Ed. 5, Facet Publishing, London, 2008.
2. Khanna, J. K. Library and society, Research Publication, Kurukshetra, 1987.
3. Krishan Kumar. Library organization, Vikas, New Delhi, 1993.
4. Martin, W J. The information society, Aslib, London, 1988.
5. Ranganathan, S R. Five laws of library science. Ed. 2, Sarada Ranganathan Endowment for Library Science, Bangalore, 1989.

Reference Books

1. Singh, S P. Special libraries in the electronic environment, Bookwell, New Delhi, 2005.
 2. Ministry of Education (India): A Report of the Advisory Committee for Libraries, Manager of Publications.
 3. Venkappaiah, V and Madhusudan, M. Public library legislation in the new millennium, Bookwell, New Delhi, 2006.
 4. Dhiman, Anil K. & Yashoda Rani. Learn Library and Society, New Delhi: Ess Ess Publication, 2005.
 5. Venkatappaiah, V. (1994). Model Library Legislation: Model Public library act and rules made therein for the constituent state and union territories, New Delhi: Concept Publishing Company, 1994.
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Course Name: Knowledge Organization Classification (Theory)

Course Code: BLO-1102

Credits: 4

Course Objective: To develop an understanding of the concepts, theories and importance of library classification, and its use in the organization of knowledge in libraries.

Course Outcomes (COs):

S. No.	Course Outcomes (COs)
1.	Understand the meaning, purpose, functions, theories and canons of library classification
2.	Analyze the characteristics, merits and demerits of different species of library classification schemes
3.	Highlight salient features of major classification schemes
4.	Elucidate various facets of notation and call number
5.	Review current trends in library classification

Block I: Library Classification

Unit 1: Classification: Definition, Need, Purpose

Unit 2: Terminology of Classification

Unit 3: General Theory of Classification

Unit 4: Species of Classification

Block II: Major Classification

Unit 5: Major Schemes of Classification: An Overview

Unit 6: DDC,

Unit 7: CC,

Unit 8: UDC,

Block III: Normative Principles of Classification

Unit 9: Work of Classification in three Planes: Canons and their applications in Standard Schemes

Unit 10: Fundamental Categories

Unit 11: Phase Relation and Common Isolates

Block IV: Mnemonics

Unit 12: Definition, types, Canons and their applications in Standard Schemes

Unit 13: Hospitality in Notational System: Canons and Devices

Unit 14: Notation: Need, Purpose, Types and Qualities

Unit 15: Mechanics

Block V: Facet Sequence

Unit 16: Concept and Principles

Unit 17: Postulation Steps in Practical Classification

Unit 18: Book Number and Collection Number

Unit 19: Library Classification and Trends

Text and Reference Books

1. Hunter, Eric J. Classification made Simple, Taylor and Francis, 2002
2. Krishan Kumar. Theory of classification, Vikas, New Delhi, 1993
3. Shabhahat, Husain. Library Classification: Facets and Analysis, 2nd rev ed., B.R. Publications, Delhi, 2002.

Reference Books:

1. Ranganathan, S. R. (1962). Elements of library classification. Bombay: Asia Publishing
 2. Bavakutty, M. (1981). Canons of library classification. Trivandrum: Kerala library Association.
 3. Ranganathan, S. R. & Gopinath, M. A. (1989). Prolegomena to Library Classification.
 4. Foskett, AC. Subject Approach to information, 5th ED, London, LA,1996
 5. Ranganathan, S R. Descriptive account of the colon classification, Sarada Ranganathan Endowment for Library Science, Bangalore, 1990.
 6. Sayers, W C B. Manual of classification for librarians. Rev. by Arthur Maltby. Ed. 5, Andre Deutsch, London, 1995.
 7. Parkhi, R.S. Library Classification: evolution of a dynamic theory. Delhi: Vikas Publishing House, 1972.
 8. Ohdedar, A. K. & Sengupta, B. Library Classification. Calcutta: The World Press, 1977.
 9. Langridge, Derek. Approach to Classification: for Students of librarianship. London: Clive Bingley,1973
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Course Name: Knowledge Organization Classification (Practice)

Course Code: BLO-1103

Credits: 4

Course Objective: To equip the students with the practical knowledge of Library Classification for organization of knowledge in libraries using various schemes for simple and complex titles.

Course Outcomes (COs):

S.No.	Course Outcomes (COs)
1.	Classify and construct the class numbers for complex titles using DDC and CC
2.	Synthesize class numbers by using the tables and 'add to instructions' of DDC scheme
3.	Use of different schedules, manual and relative index of Classification Schemes

Block I: Dewey Decimal Classification (19th Edition) - Part 1

Unit 1: Introduction, Structure and Organization

Unit 2: Definitions: Notes and Instructions

Unit 3: Introduction to Three Summaries and Steps in Classifying documents

Unit 4: Relative Index and its Use

Block II: Dewey Decimal Classification (19th Edition) - Part 1

Unit 5: Study of Tables and Schedules

Unit 6: Auxiliary Tables and Devices

Unit 7: Practical Classification

Block III: Colon Classification (6th Edition): Preliminaries

Unit 8: Introduction, Structure and Organization

Unit 9: Schedules and Techniques

Unit 10: Steps in Classification

Block IV: Colon Classification (6th Edition)

Unit 11: Humanities and Social Sciences

Unit 12: Biological Sciences

Unit 13: Physical Sciences

Unit 14: Generalia

Text and Reference Books

1. Dewey, Melvil: Decimal Classification and Relative Index. 19th ed. New York, Lake Placed Club, 1979.
2. Ranganathan, SR: Elements of Library Classification. 3rd ed. Bombay, Asia Pub. House, 1962.
3. Ranganathan, SR: prolegomena to Library Classification. Assisted by M A Gopinath. 3rd ed. Bangalore, SRELS, 1969.
4. Dewey, Melvil. Dewey Decimal Classification. Ed. 22 &23, Forest Press, Dublin, USA, 2012.
5. Ranganathan, S R. Elements of Library Classification, Sarda Ranganathan Endowment for Library Science, Bangalore, 1989.
6. Satija, M P. The theory and practice of the Dewey Decimal Classification system, Chandos Publishing, Oxford, 2007.

Reference Books:

1. Dewey, Melvil. Dewey Decimal Classification and Relative Index [22nd]. Ohio: OCLC, 2003.
 2. Mitchell, Joan S. Dewey Decimal Classification and Relative Index [23rd] Ohio: OCLC. 3,2011.
 3. Satija, M.P. Exercises in the 22nd edition of the Dewey decimal classification. New Delhi: Ess Ess Publication, 2004.
 4. Sehgal, R.L. (1994). Classification: Theory and Practice. New Delhi: Ess Ess Publication.
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Course Name: Knowledge Organization Cataloguing (Theory)

Course Code: BLO-1104

Credits: 4

Course Objective: To equip the students with the theoretical aspects of cataloguing theory for developing an understanding about the concept of library cataloguing, development of catalogue codes and recent trends in cataloguing.

Course Outcomes (COs):

S. No.	Course Outcomes (COs)
1.	Understand the concept and objectives of library catalogue
2.	Know about the normative principles of cataloguing
3.	Comprehend various forms (inner and outer) of library catalogue
4.	Review the features and development of different cataloguing codes
5.	Understand various approaches of deriving subject headings
6.	Understand the concept of co-operative and centralized cataloguing
7.	Examine the current trends in library cataloguing
8.	Understand the complexities in rendering of entries and alphabetization

Block I: Library Catalogue

Unit 1: Definition, Need, Objective & Functions

Unit 2: History and Development of Library Catalogue Codes

Unit 3: Normative Principles of Cataloguing.

Unit 4: Cataloguing and Classification: Symbiotic relationship Forms of Library Catalogue

Block II: Types, Functions, Codes And Entries Of Cataloguing

Unit 5: Types of Catalogues: Dictionary, Classified

Unit 6: Library Catalogue Codes – CCC and AACR-II: Historical Development
Centralized and Cooperative Cataloguing,

Unit 7: Kinds of Entries

Unit 8: Data Elements in Different Types of Entries

Unit 9: Filing of Entries in Classified and Alphabetical Catalogues

Block III: Subject Cataloguing

Unit 10: Concept and Principles of Subject Cataloguing, Chain Procedure, Lists of
Subject Headings

Unit 11: Centralized and Cooperative Cataloguing

Block IV: Bibliographic Standards

Unit 12: ISBD, MARC, CCF, etc., ISBN ISSN, ISO – 2709/Z39.2, FRBR, FRSAD, FRAD,
RDA

Unit 13: CIS and CIP, Prenatal Cataloguing

Unit 14: Union Catalogue

Unit 15: Rules for Compilation

Unit 16: NUCSSI, IndCat, WORLDCAT

Unit 17: Machine Readable Catalogue, OPAC & Web OPAC

Block V: Indic Names

Unit 18: Problems and Rendering

Unit 19: Cataloguing Rules according to A.A.C.R.II and CCC for Joint authors, Corporate Authors and Pseudonyms. Cataloguing of Non-book Materials

Unit 20: Microfilms, Gramophone Records, Maps, Computer files

Text And Reference Books

1. American Library Association, et al. Anglo-American cataloguing Rules.Rev. Ed, Library Association, London, 1998
2. Blackwell, UG and Eric, Hunter. Cataloguing, 2nd Ed., 2002.
3. Coates, EJ. Subject Catalogue: Headings and Structure London, L.A., 1988.
4. Girja Kumar and Krishna Kumar. Theory of cataloguing. Rev. Ed.5, South Asia Books, New Delhi, 1993.
5. Hunter, E J and Bakewell, K G B. Advanced cataloguing. Clive Bingley, London, 1989.
6. Hunter, Eric J., ed. Examples illustrating Anglo- American Cataloguing Rules. London: Library Association, 1973.
7. Taylor, Arlene G. Wynar's Introduction to Cataloging and Classification. Westport: Libraries Unlimited, 2004.
8. Maxwell, Robert L. Maxwell's handbook for AACR2: explaining and illustrating the Anglo-American Cataloguing Rules through the 2003 update. New Delhi: Indiana publishing house, 2009.
9. Dhiman, Anil Kumar. Cataloguing of Non-Book Materials. New Delhi: Ess Ess,2004
10. Sinha, Kamla. Digital Information Preservation and online Cataloguing. Delhi: Vista International Publishing House, 2009.

Reference Books:

1. Girja Kumar & Krishan Kumar (1975). Theory of cataloguing. New Delhi: Vikas Publishing House
 2. Sharma, Pandey S. K. (1986). Cataloguing Theory. New Delhi: EssEss Publication.
 3. Viswanathan, C. G. (1983). Cataloguing: Theory and Practice. Lucknow: Print House.
 4. Shera, Jesse H. & Eagan, Margret E. (1956). Classified Catalog: basic principles and practices. Chicago: American Library Association.
 5. Sengupta, B (1974). Cataloguing: Its theory & practice. Calcutta: World Press.
 7. Krishan Kumar (2001). An Introduction to AACR-2 (Anglo-American Cataloguing Rules). New Delhi: Vikas Publishing.
 8. Siddiqui, JA and Husain, Mohd Sabir. Library Cataloguing with AACR-II. New Delhi, Ess Ess Publications, 2018. ISBN 978-93-87698-03-1
 9. Siddiqui, JA; Husain, Mohd. Sabir and Sharma, BK. Hindi Granthon ki Suchikaran Pirkriya. Agra, Y. K. Publishers, 2018. ISBN 978-93-80668-97
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Course Name: Knowledge Organization Cataloguing (Practice)

Course Code: BLO-1105

Credits: 4

Course Objective: To equip students with the practical aspects of using AACR-2, CCC and to derive subject headings using Sear's List of Subject Headings and Chain Procedure.

Course Outcomes:

S. No.	Course Outcomes (COs)
1.	Use the AACR-2 and CCC cataloguing codes for cataloguing of printed documents in a library
2.	Preparation of catalogue for single personal author, joint personal author and pseudonymous works
3.	Preparation of catalogue for simple personal name entries in Hindi and Urdu by AACR-2
4.	Prepare different types of entries in order to fulfill various search approaches of users
5.	Practically identify and describe various bibliographic elements of the documents
6.	Derive subject headings using Sear's List of Subject Headings and Chain Procedure method for subject entries

Block I: AACR-2R-Part 1

Unit 1: Preliminaries

Unit 2: Single Personal Author

Unit 3: Shared Responsibility and Editorial Directions

Unit 4: Choice among Different Names and References

Unit 5: Serious and Multi volumes

Block II: AACR-2R-Part 2

Unit 6: Subject Headings

Unit 7: Corporate Bodies

Unit 8: Uniform Titles and Serials

Unit 9: Cataloguing of Non-Print Media

Block III: Classified Catalogue Code- Part 1

Unit 10: Preliminaries to Classified Catalogue Code

Unit 11: Class Index Entry and Tracing

Unit 12: Personal Authors

Unit 13: Corporate Authors

Block IV: Classified Catalogue Code- Part 2

Unit 14: Analytical Entries and Composite Books

Unit 15: Series

Unit 16: Multi-Volume Publication

Unit 17: Periodical Publications

Text and Reference Books

1. American Library Association. Anglo-American cataloguing rules. Rev Ed. 2,. Library Association, London, 1998.
2. Miller, Joseph, Ed. Sears List of Subject Headings. Ed 15. Wilson, New York, 1994.
3. Ranganathan, S R. Classified catalogue code with additional rules for dictionary catalogue code. Ed. 5 (with amendments), Sarada Ranganathan Endowment for Library Science, Bangalore, 1989.
4. Ranganathan, S R. Cataloguing Practice, 2nd Ed, Reprint, 1989.
5. Sears, Berwick. Sears List of Subject Headings, Latest Edition, 2010.

Reference Books:

1. Verma, A. K. (1986). AACR-2: Entries and Procedure. Delhi: Vishwa-Kala Prakashan
 2. Krishan Kumar (1987). Introduction to AACR-2 (Anglo-American Cataloguing Rules). New Delhi: Vikas Publishing.
 3. Ranganathan, S. R. & Bhattacharyya, G. (1990). Cataloguing practice. Banglore: Sarada Ranganatha Endowment for Library Science.
 4. American Library Association & Library of Congress (1967). Anglo-American cataloguing rules. Chicago: American Library Association.
 5. Hunter, Eric J. (1989). Introduction to AACR-2 (Anglo-American Cataloguing Rules). London: Clive Bingley.
 6. Miller, Joseph ed. (2010). Sears List of Subject Heading. New York: H.W. Wilson Company.
 7. American Library Association & Others (1978). Anglo-American Cataloguing Rules. London: The Library Association.
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Semester-II

Course Name: Management of Libraries and Information Centers

Course Code: BLO-1201

Credits: 4

Course Objective:

To equip students with an understanding of the concept and principles of library management and its application in the organization and management of building, operations, services and human resource of the library.

Course Outcomes (COs):

S. No.	Course Outcomes (COs)
1.	Understand the concept and scope of library management
2.	Elaborate principles and functions of library management
3.	Efficiently carry out various operations of Library and Information Centers
4.	Comprehend the concept of Financial Management and Human Resource Management
5.	Designing of library and information system/ MIS
6.	Maintain the library statistics and prepare annual report

Block I: Essentials of Management

Unit 1: Concept, history and functions of Management

Unit 2: Principles of Management & their application in Libraries and Information Centers

Unit 3: Elements of Management Process: POSDCORB

Unit 4: Concept, Policy, Elements and Principles and TQM

Block II: Library Management-General aspects

Unit 5: HRM

Unit 6: Job Description: Analysis, Specification and Evaluation, Selection and Recruitment

Unit 7: Motivation

Unit 8: Training and Development, Performance Appraisal

Unit 9: Sources of Library Finance

Block III: Library Management-General aspects

Unit 10: Library Authority and Library Committee

Unit 11: Staffing, Different Sections of Libraries and their working

Unit 12: Selection – tools for book and non-book materials

Unit 13: Handling of Government Documents and Manuscripts

Block IV: Collection Development and Management

Unit 14: Acquisition, Technical and Circulation, Serial Control Sections and their processing

Unit 15: System analysis, Design of Library system

Unit 16: Preservation and Conservation of Library Resources (printed and digital)

Unit 17: Stock Verification

Block V: Financial Management and Annual Report

Unit 18: Financial Management in Libraries, Budget Estimation – Line Budget, Program Budget, Performance Budget

Unit 19: Organizational Structure: Centralized and Decentralized

Unit 20: Library Statistics, Annual Report: Compilation, Contents and Style

Text and Reference Books

1. Katz, W A. Collection development: the selection of materials for libraries, Holt, Rinehart and Winston, New York, 2004.
2. Ranganathan, SR: Library Book Selection. Bombay: Asia Pub. House, 1966.
3. Ranganathan, S R. Library administration, Ess Ess, New Delhi, 2006.
4. Krishan Kumar. Library management in electronic environment, Har-Anand Publications, New Delhi, 2007.
5. Krishan Kumar. Library Administration and Management, Vikas, New Delhi
6. Matthews, J. Strategic planning and management for library managers, Libraries Unlimited, London, 2005.
7. Mittal, R. Library administration: theory and practice, Ess Ess, New Delhi, 2007.
8. Singh, R. K. (2008). Human Resource Management in Libraries. New Delhi: Shree Publishing, 2008.
9. Mahapatra, P.K. Human Resource Management in Libraries. New Delhi: Ess Ess Publication, 2002.

Reference Books:

1. Seetharama, S. Guidelines for planning of libraries and information centers, IASLIC, Calcutta, 1990.
 2. Stueart, R D and Moran, B B. Library and information centers management. Libraries Unlimited, London, 2007.
 3. Mahapatra, PK and Chakrabarti, B: Preservation in Libraries. New Delhi: EssEss, 2003
 4. Adhikari, Rajiv: Library Preservation and Automation. Delhi: Rajat Publications, 2002.
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Course Name: Information Sources and Services

Course Code: BLO-1202

Credits: 4

Course Objective: To develop and understand the concept, nature and distinguishing features of various categories of Information and Reference sources and services. To understand the criteria of major information and reference sources available in libraries.

Course Outcomes (COs)

S. No.	Course Outcomes (COs)
1.	Understand the concept of reference and information sources and services provided in libraries
2.	Criteria of evaluation of different sources of information
3.	Understand the reference interview and various techniques of searching information
4.	Understand the latest trends in Reference & Information Sources and Services

Block I: Information Sources

Unit 1: Concept of Information Sources

Unit 2: Primary, Secondary, Tertiary Sources of Information

Block II: Evaluation of Various Information Sources

Unit 3: Bibliographic Sources – INB and BNB

Unit 4: Encyclopedias – General and Special

Unit 5: Dictionaries and Special Yearbooks

Unit 6: Biographical Source, Geographical Source

Block III: Reference Sources and Services

Unit 7: Concept need and purpose of Reference Sources & services

Unit 8: Types: Print and electronic

Unit 9: Basic Reference Sources & Services criteria of their evaluation

Unit 10: Reference Interview and Search Techniques

Block IV: Electronic Sources and Services

Unit 11: Electronic Sources: Definition, need, purpose, Characteristics, types, nature and different databases

Unit 12: World Wide Web: Services & Facilities

Unit 13: Websites & Sources – Subject Gateways, Forums, Bulletin Board etc.

Block V: Information Services

Unit 14: Information Services: Concept, Types and Need

Unit 15: Types of Services: Literature Search, Documentation Services, Translation Service, Document Delivery Service etc.

Unit 16: CAS and SDI Service

Unit 17: Electronic Information Service

Text and Reference Books

1. Bradford, SC: Documentation. 2nd ed. London, Lockwood, 1953.
2. Cheney, F N) and Williams, W J. "Fundamental reference sources", Ed.3, ALA, Chicago, 2000.
3. Foskett (D J). "Information service in libraries", Ed.2, Archon Book Hamden, Connecticut, 1967.
Guha, B: Documentation and Information: services, techniques and systems. 2nd rev ed., Calcutta, World Press, 1983.
4. Katz, William A. "Introduction to Reference Work: Reference Service and Reference Process, V.2. Ed. 5, McGraw-Hill, New York, 2001.
5. Kawatra, PS: Fundamentals of Documentation with special reference to India. New Delhi, Sterling, 1983.
6. Khanna, JK: Documentation and Information Services: systems and techniques. Agra, Y K Publishers, 2000.
7. Krishan Kumar. "Reference Service", Ed. 5, Vikas Publishing, New Delhi, 1996.
8. Lancaster, FW: Information Retrieval Systems: Characteristics, Testing and Evaluation. New York, John Wiley, 1968.
9. Prasher, RG: Index and Indexing. New Delhi, Medallion Press, 1989.
10. Ranganathan, S R. "Reference Service", Ed 2, Ranganthan Endowment for Library Science, Bangalore, 1966.
11. Sukula, Shiva: Information Retrieval. New Delhi, Ess Ess Publications, 2014.

Reference Books/Resources:

1. Rusa Reference Guidelines. [<http://www.ala.org/ala/rusa/rusaprotools/refernceguide/guidelinesinformation.htm>]
 2. Walford, A J. "Guide to Reference Books", V.3. Ed. 4, Library Association, London, 1980.
 3. Singh, S. (1986). Reference Service in Academic Libraries in India. New Delhi: Ess Ess Publications.
 4. Kohl, D.F. (1942). Reference Services and Library Instruction: A Handbook for Library Management.
 5. Dhiman, A.K. and Rani, Y. (2005). Information and Reference Sources and Services. New Delhi: Ess Ess Publications.
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Course Name: School Library and Media Centre

Course Code: BLO-1203

Credits: 4

Course Objective:

To develop and understand the concept, nature and distinguishing functions of school library and media centre and to provide documents to supplement teaching and learning; to provide guidance to them in every sphere of their life.

Course Outcomes (COs)

S. No.	Course Outcomes (COs)
1.	Understand the concept of school libraries and its development in India
2.	Criteria of evaluation of information sources
3.	To understand the Skills and Competencies for School Library and Media Centre
4.	To understand the various Services of libraries

Block I: School Library

Unit 1: School Library: Definition, Objectives, Functions, Development of School Libraries in India;

Unit 2: Types of School Library Users, their Reading Habits and Information Needs Role of School Library and Media Centre in Inculcating Reading Habit

Block II: Information Sources

Unit 3: Print Information Sources: Selection; Acquisition, Evaluation;

Unit 4: Electronic Information Sources: Selection Acquisition, Evaluation;

Unit 5: Information Sources for Children: illustrated Books, Literary, Genre, Reference Books, Magazines, Comics, Audio-Video Collection, Internet Resources, Websites, Subject Portals, Digital Library Resources;

Unit 6: Organization and Management of Library Collection

Block III: Management and Automation

Unit 7: Financial Management;

Unit 8: Skills and Competencies for School Library and Media Centre staff;

Unit 9: Library Automation;

Unit 10: Resource Sharing and Library Networking

Block IV: Library Services

Unit 11: Circulation Service of School Library and Media Centre.

Unit 12: Reference Service

Block V: Extension Services

Unit 13: Storytelling;

Unit 14: Read Aloud;

Unit 15: Summer Reading Programmes

Unit 16: User Orientation

Text and Reference Books

1. Gaver, MV. Effectiveness of Centralized Library Service in Elementary Schools. 2nd ed. 199New Brunswick: Rutgers University Press. 1995.
 2. International Federation of Library Associations (IFLA). The IFLA school library guidelines. Hague: IFLA,2015.
 3. Lance K et al., . Measuring up to standards: the impact of school library programs and information literacy in Pennsylvania schools, Pennsylvania citizens for better libraries. Greensburg, PA.,2000
 4. Kaula, P.N. “Education and school libraries: Observations on national education policy and school education”. Herald of Library Science, 1989.
 5. Krishan Kumar. Standards for school library proposal., In: School library development. Seminar papers presented at the All-India Library Conference. New Delhi: ILA, 1986.
 6. [Emanuel T. Prostano](#) and [Joyce S. Prostano](#). School Library Media Centre, Libraries Unlimited Inc; 3rd ed.
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Course Name: Basics of Information and Communication Technology (Theory)

Course Code: BLO-1204

Credits: 4

Course Objective: To understand the concept of Computers and various types of computer languages, library automation planning and implementation and to study different modules of library management and software packages.

Course Outcomes (COs)

S. No.	Course Outcomes (COs)
1.	Understand the basics of computers, planning and implementation of automation in various library housekeeping operations and services
2.	Evaluate and assess the feasibility of various library automation software and their functionalities
3.	Understand the concept and purpose of a digital library and the new concepts of mining and retrieving the data
4.	Define the computer networks and their types, topologies, protocols and Standards
5.	Understand the concept of internet security, its solutions and cyber laws prevalent in India, Application Artificial Intelligence in Libraries

Block I: Computer Technology

Unit 1: Computer: Definition, Developments and Computer Generations

Unit 2: Classification of Computers

Unit 3: Basic Components of a Computer, Computer Peripherals

Unit 4: Computer Hardware: Components, Functions

Unit 5: Processors, Memory, Storage and Input/output Peripherals

Unit 6: Operating Systems, Functions and their commands: Windows and UNIX/Linux

Block II: Information Technology

Unit 7: Concept of Information Technology. Types of Information Technology.

Unit 8: Programming Languages, Algorithm & Flow Charting

Unit 9: Communication Technology – General Aspects. Reprographic Technology

– General Aspects. Micrographic Technologies – General Aspects

Block II: Library Automation & Software Packages

Unit 10: Library Automation: Concept and need of library automation, Planning and Implementation

Unit 11: Automation of in- house Operations: Acquisition, Cataloguing, Circulation, Serials Control, OPAC & Web OPAC, Report generation

Unit 12: Library Automation Software (Management & Digital Library), Selection of Library Software Packages

Unit 13: General Features of SOUL, Alice for Windows, Libsys, KOHA.

Unit 14: Digital Library: Definition, Purpose, Scope, Data Warehousing, Data Mining, Meta Data: Concept and Types, Web Tools, Retrospective Conversion

Block IV: Networking, Cyber Security & Artificial Intelligence

Unit 15: Definition, Need, Client Server Architecture

Unit 16: Network Types & Topologies

Unit 17: Basics of Internet and its Techniques

Block V: National Knowledge Networks

Unit 18: OCLC, ERNET

Unit 19: Internet Security: Concept, Issues and Solutions

Unit 20: Cyber Laws with Special reference to India

Text and Reference Books

1. Deepali, Talagala. Web interface for CDS/ISIS: GENISIS web v.3.0, Sri Lanka Library Association, Colombo, 2003.
2. Haravu, L J. Library Automation Design, Principles and Practice, Allied Publishers, New Delhi, 2004.
3. Kaul. H. K. Library Networks: An Indian Experience. New Delhi: Virgo Publications, 1999.
4. Rajaraman, V. Fundamentals of Computers. 3rd Ed. – New Delhi. Prentice-Hall of India ,1997
5. Chowdhury, C.G. and Chowdhary. Organizing Information from the shelf to the web. London: Facet Publishing, 2007.
6. Kumar, PSG: Computerization of Indian Libraries. Delhi, B. R. Publishing, 1987.
7. Pandey, SK Sharma: Library Computerization: theory and practice. New Delhi, Ess Ess, 1993.
8. Satyanarayana, NR: A manual of Library Automation and Networking. 2nd ed. Lucknow, New Royal Book, 2003.
9. Dhawan, A: Computers for Beginners. New Delhi, Frank Bros, 1990.
10. Sehgal, RL: An introduction to Library Networks. New Delhi, EssEss, 1996.
11. Devrajan, G and Rahelamma, AV: Library Computerization in India. New Delhi, EssEss, 1990.
12. Siddiqui, J. A: Information Technology Application in Libraries. New Delhi, Shree Publishers & Distributors. 2019. ISBN 978-81-8329-988-6.
13. Sukula, Shiva: Demystifying Databases: A hands-on Guide to Database Management. New Delhi, Ess Ess Publications, 2016.

Reference Books:

1. Rajaraman,V. Introduction to Information Technology, 2007. Prentice-Hall of India, New Delhi.
 2. Tanenbaum, Andrew S. Computer Networks. 3rd Ed, New Delhi. Prentice-Hall of India, 1997.
 3. UNESCO. CDS/ISIS for windows: Reference Manual. V1.5, UNESCO, Paris, 2004.
 4. Sahoo, K.C. Information Management with IT application. Ludhiana: Medallion Press, 2004.
 5. Meron, S. Protection of Intellectual Property in Cyber Space. Delhi: Author Press, 2003.
 6. Javidi, B. Optical and Digital Techniques for Information Security, New York: Springer, 2005.
 7. Purser, S. A Practical guide to managing Information Security. Boston: Artech House, 2004.
 8. Pace, A.K. The Ultimate Digital Library: Where the New Information Players meet. New Delhi: Indiana Publishing House, 2009.
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Course Name: Basics of Information and Communication Technology (Practical)

Course Code: BLO-1205

Credits: 4

Course Objective:

To provide hands-on training on standard modules of computers and to practices popular library automation software packages.

Course Outcomes (COs)

S. No.	Course Outcomes (COs)
1.	Familiarize with housekeeping operations using library management software and Digital Library packages
2.	Create database for different categories of documents
3.	Generate barcode labels and membership cards
4.	Search online databases

Block I:

Unit 1: Setting of Desktop,

Unit 2: Use of Operating System,

Unit 3: Use of Word Processing Software;

Unit 4: Spread Sheet Management Software

Unit 5: Power Point Presentation Software

Block II:

Unit 6: Installation and Use of Library Management Software (all modules);

Unit 7: Generation of Various Reports using Library Management Software

Block III:

Unit 8: Searching Information from Internet using Different Search Engines;

Unit 9: Searching Web OPAC,

Unit 10: World Cat.

Unit 11: IndCat.

Block IV:

Unit 12: Searching different types of Databases by adopting various search strategies and filters

Unit 13: Database Creation

Unit 14: Library Software Installation

Text and Reference Books

1. Haravu, L J. Library Automation Design, Principles and Practice, Allied Publishers, New Delhi, 2004.
2. Kaul, H.K. Library Networks: An Indian Experience. New Delhi: Virgo Publications, 1999.
3. Rajaraman, V. Fundamentals of Computers. 3rd Ed. – New Delhi. Prentice-Hall of India, 1997
4. Kumar, PSG: Computerization of Indian Libraries. Delhi, B. R. Publishing, 1987.
5. Pandey, SK Sharma: Library Computerization: theory and practice. New Delhi, EssEss, 1993.
6. Dhawan, A: Computers for Beginners. New Delhi, Frank Bros, 1990.
7. Sehgal, RL: An introduction to Library Networks. New Delhi, Ess Ess, 1996.
8. Devrajan, G and Rahelamma, AV: Library Computerization in India. New Delhi, EssEss, 1990.
9. Shiva Sukula: Information Technology: Bridge to the Wired Virtuality, New Delhi, EssEss

- Publications, 2008.
10. Shiva Sukula: Electronic Resource Management: What, why and how, New Delhi, EssEss Publications, 2010
-

Course Name: Project

Course Code: BPO-1200

Credits: 4

Course Objective: To visit the different libraries as per convenience all over India. To compile annotated bibliography of various resources.

Course Outcomes (COs):

S. No.	Course Outcomes (COs)
1.	Communication & Confidence
2.	Persistence
3.	Teamwork
4.	Resilience & ability to deal with change

Note: Each student shall have to undergo for the educational tour, decided by the Department.

Faculty and Support Staff

The University has identified the requisite faculty and support staff as mandated by UGC and formally they shall be allocated the required positions from amongst the existing faculty exclusively for ODL mode or fresh appointments as required so, shall be initiated for which Letter of Intent have been issued to the prospective faculty and staff. The course material prepared by this university will be on par with any open university/Distance education centre in the country.

Delivery Mechanism

The ODL of MU follows a modern ICT (Information & Communication Technology) enabled approach for instruction. The methodology of instruction in ODL of MU is different from that of the conventional/regular programs. Our ODL system is more learner-oriented and the learner is an active participant in the teaching-learning process. ODL of MU academic delivery system comprises:

A. Print Material:

The printed material of the programme supplied to the students will be unit wise for every course.

B. Counselling Sessions:

Normally, counselling sessions are held as per a schedule drawn beforehand by the Subject Coordinator. There will be 6 counselling/ contact classes for 4 credit courses will be held on the campus on Saturday and on Sunday of 2-hour duration for each course in face-to-face mode (In case of 2 credit course contact hours are required 6 hours and in case of 6 credit course contact hours required 18 hours). Contact classes will be held in the campus on Saturdays and on Sundays.

C. Medium of Instruction

Medium of Course Instruction: Hindi
Medium of Examination: Hindi

Student Support Systems

Universities study Centres or Learner Support Centre shall be headed by a coordinator, not below the rank of Assistant professor and shall be augmented with academic and non-academic staff depending on the learner.

The university has made appropriate arrangements for various support services including counselling schedule and resource-oriented services evaluation methods and dates both on and off line modes for easy and smooth services to the students of distance mode. At present the university have only one study centre on the campus. The institution is not promoting any study centres outside the campus. All student support services will be provided to the student through a single window method/mode onsite and online.

F. Procedure for Admissions, Curriculum, Transaction and Evaluation

Admission Process

Admission to the B.L.I.Sc. Programme will be done on the basis of screening of candidate's eligibility on first come first serve basis. The University will follow the reservation policy as per norms of the Government. Admission shall not be a right to the students and MU, DDOE shall retain the right to cancel any admission at any point of time if any irregularity is found in the admission process, eligibility etc.

Maximum Duration

A. The maximum duration of the B.L.I.Sc. Programme is two years. Thereafter, students seeking completion of the left-over course(s) will be required to seek fresh admission.

B. The student can complete his/her programme within a period of 2 years failing which he/she shall seek fresh admission to complete the programme.

Eligibility

Any Graduate from a recognised University is eligible for admission into B.L.I.Sc.programme.

Fee Structure

Name of the Program	Degree	Duration	Year	Registration Fee	Tuition Fee/Year	Exam Fee/Year	Total (inRs.)
Bachelor of Library and Information Science(B.L.I.Sc.)	PG	1-2 Years	1	1500	14000	2000	17500

Activity Schedule

S.NO.	Name of the Activity	Tentative months schedule(specify months) during year			
		From (Month)	To (Month)	From (Month)	To (Month)
1	Admission	Jul	Sep	Jan	Mar
2	Assignment submission (if any)	Sep	Oct	Mar	Apr
3	Evaluation of Assignment	Oct	Nov	Apr	May
4	Examination	Dec	Dec	Jun	Jun
5	Declaration of Result	Jan	Jan	Jul	Jul

6	Re-registration	Jul	Jul	Jan	Jan
7	Distribution of SLM	Jul	Sep	Jan	Mar
8	Contact Programmes (counselling, Practicals.etc.)	Sep	Nov	Mar	May

Credit System

MU, DDOE proposes to follow the ‘Credit System’ for most of its programs. Each credit amounts to 30 hours of study comprising all learning activities. Thus, a 8 credit course requires 240 hours, 6 credit course requires 180 hours, 4 credit course requires 120 hours and 2 credit course requires 60 hours of study. This helps the student to understand the academic effort to complete a course. Completion of an academic programme requires successful clearing of both, the assignments and the term-end examination of each course in a programme.

Duration of The Programme	Credits	Name of The Programme	Level of The Programme
1 Yr.	44	B.L.I.Sc.	PG (Professional)

Assignments

Distance Education learners have to depend much on self-study. In order to ascertain the writing skill and level of comprehension of the learner, assignment work is compulsory for all learners. Each assignment shall consist of a number of questions, case studies and practical related tasks. The Assignment Question Papers will be uploaded to the website within a scheduled time and the learners shall be required to respond them within a specified period of time. The response of the learner is examined by a faculty member.

Evaluation: The evaluation system of the programme is based on two components:

- A. Continuous Evaluation in the form of assignments (weightage 30%):** This Component carries a weightage of 30%. There will be at least one graded assignment and test per course. These assignments are to be submitted to the Co-ordinator of the DDOE/Study Centre to which the student is assigned or attached with.
- B. Term-end examination (weightage 70%):** This will be held twice every year in the months of June and December. The students are at liberty to appear in any of the examinations conducted by the University during the year. A student will be allowed to appear in the Term-End Examination only after she/he has registered for that course and submitted the assignment. For appearing in the Examination, every student has to submit an Examination form through online (www.mangalayatan.in)/ or offline before the due dates as given in the schedule of operations. If a student misses any term-end examination of a course for any reason, s/he may appear for any of them or all the courses subject to the maximum of 8 courses in the subsequent term-end examinations. This facility will be available until a student secures the minimum pass grade in the courses but up to a maximum period of four semesters, since the date of registration of the course is valid for four semesters. Beyond this period s/he may continue for another four semesters by getting Re-registration by paying fee again. In that case, the score of qualified assignments and/or term-end examination will be retained and the student will be required to complete the left-out

requirements of such re-registered courses. Minimum requirement for passing a course will be 40% marks.

G. Laboratory Support and Library Resources

The library of Mangalayatan University aims to empower the teaching mission and intellectual culture of the community through availability through an organized collection of information as well as instruction in its access, relevance and evaluation.

The University Library enriches advance learning and discovery by providing access to a broad array of resources for education, research and creative work to ensure the rich interchange of ideas in the pursuit of knowledge.

The Directorate of Distance Education of Mangalayatan University has initiated the process of setting up a dedicated Library for ODL program and acquiring printed books and e-books for this purpose. The required International and National subject journals are also provided. We have a full functioning community radio service onboard (90.4 FM). We already have annual journal subscriptions and the capacity can be enlarged at later stages as the University lines up with more online journals.

The collection of the library is rich and diverse especially in terms of the breadth and depth of coverage. Collection encompasses subjects in Management, Commerce, Information Technology, Computer Applications, and other allied areas. This collection further includes Books, Research Journals, Project Reports/Dissertations and online Journals.

The University has well equipped Computer Laboratories, Lecture Capturing Systems, Audio Video facilities, ICT enabled class rooms, Wi-Fi facilities etc.

H. Cost estimate of the Programme and the provisions

Initial expenses have been done by the University in terms of provision of infrastructure, manpower, printing of Self Study Material etc. The University intends to allocate expenses out of the total fee collection as per following details:

a) SLM Development and Distribution	:	20%
b) Postal and ICT Expenses	:	10%
c) Salary and other administrative expenses	:	60%
d) Future Research development reserve	:	10%

Once programmes are operational, the programme budget from fee receipts will be planned as per the guidelines of University Grants Commission.

I. Quality Assurance

The University has established the Centre for Internal Quality Assurance (CIQA) in the University campus. The CIQA will monitor and maintain the quality of the ODL programmes. It has the following objectives in making the compliances of quality implementations.

Objectives

The objective of Centre for Internal Quality Assurance is to develop and put in place a comprehensive and dynamic internal quality assurance system to ensure that programmes of higher education in the Open and Distance Learning mode and Online mode being implemented by the Higher Educational Institution are of acceptable quality and further improved on continuous basis.

Functions of CIQA

The functions of Centre for Internal Quality Assurance would be following

- 1) To maintain quality in the services provided to the learners.
- 2) To undertake self-evaluative and reflective exercises for continual quality improvement in all the systems and processes of the Higher Educational Institution.
- 3) To contribute in the identification of the key areas in which Higher Educational Institution should maintain quality.
- 4) To devise mechanism to ensure that the quality of Open and Distance Learning programmes and Online programmes matches with the quality of relevant programmes in conventional mode.
- 5) To devise mechanisms for interaction with and obtaining feedback from all stakeholders namely, learners, teachers, staff, parents, society, employers, and Government for quality improvement.
- 6) To suggest measures to the authorities of Higher Educational Institution for qualitative improvement.
- 7) To facilitate the implementation of its recommendations through periodic reviews.
- 8) To organise workshops/ seminars/ symposium on quality related themes, ensure participation of all stakeholders, and disseminate the reports of such activities among all the stakeholders in Higher Educational Institution.
- 9) To develop and collate best practices in all areas leading to quality enhancement ins ervices to the learners and disseminate the same all concerned in Higher Educational Institution.
- 10) To collect, collate and disseminate accurate, complete and reliable statistics about the quality of the programme(s).
- 11) To ensure that Programme Project Report for each programme is according to the norms and guidelines prescribed by the Commission and wherever necessary by the appropriate regulatory authority having control over the programme;
- 12) To put in place a mechanism to ensure the proper implementation of Programme Project Reports.
- 13) To maintain a record of Annual Plans and Annual Reports of Higher Educational Institution, review them periodically and generate actionable reports.
- 14) To provide inputs to the Higher Educational Institution for restructuring of programmes in order to make them relevant to the job market.
- 15) To facilitate system-based research on ways of creating learner centric environment and to bring about qualitative change in the entire system.
- 16) To act as a nodal coordinating unit for seeking assessment and accreditation from a designated body for accreditation such as NAAC etc.
- 17) To adopt measures to ensure internalization and institutionalization of quality enhancement practices through periodic accreditation and audit.
- 18) To coordinate between Higher Educational Institution and the Commission for various quality related initiatives or guidelines.
- 19) To obtain information from other Higher Educational Institutions on various quality benchmarks or parameters and best practices.
- 20) To record activities undertaken on quality assurance in the form of an annual report of Centre for Internal Quality Assurance.
- 21) It will be mandatory for Centre for Internal Quality Assurance to submit Annual Reports to the Statutory Authorities or Bodies of the Higher Educational Institution about its activities at the end of each academic session. A copy of report in the format as specified by the Commission, duly approved by the statutory authorities of the Higher Educational Institution shall be submitted annually to the Commission.

After enrolling in Bachelor of Library and Information Science (B.L.I.Sc.) Programme of Mangalayatan University in ODL mode, student will able to make a career as information professionals in a variety of roles and settings. Students demonstrate knowledge in information organization and presentation as well as systems for organizing information and facilitating information access by describing and/or proposing valid solutions to typical professional problems in these areas.

A handwritten signature in blue ink, consisting of a large loop followed by a vertical line and a horizontal stroke.A handwritten signature in blue ink, followed by the date "07/08/23".

Registrar
Mangalayatan University
Beswan, Aligarh

MANGALAYATAN UNIVERSITY, ALIGARH
DIRECTORATE OF DISTANCE AND ONLINE
EDUCATION



Registrar
Mangalayatan University
Beswan, Aligarh

PROGRAMME PROJECT REPORT

MASTER OF BUSINESS ADMINISTRATION
MBA
2023-24

Introduction

Masters of Business Administration – generally abbreviated as MBA is a highly valued post graduate degree designed specifically while keeping in mind to focus the essential skills required for careers in businesses, establishing ventures, imbibing entrepreneurial skills and managing organizations across globe. With the help of this program, the University teachers and real time projects in close alignment with holistic learning approach help the students to define their hidden personality traits and develops managerial style that transforms students into a variety of strategic thinkers, future leaders, economists and entrepreneurs.

MBA program helps students to expand their knowledge of management theories and allows the student to specialise in their chosen sector(s). The students are motivated to expand and swim in vast networking opportunities provided during the tenure of the course that further enhances their own prospects. This program helps students to become a change agent, ready to tackle a range of business issues and develop innovative solutions for the benefit of their own career.

A. Programme's Mission and Objectives

Mission

To develop reached and unreached students into a new generation of leaders through updated quality education and carrier assistance by open and distance learning.

Objectives

The MBA program of Mangalayatan University is designed after acknowledging essential quality inputs received from Students, Alumni, Parents, Academicians/Teachers and also incorporating the contribution of Industries' demands which enable a learner to get out of their comfort zones and make them understand how to deal with the latest domestic and international business issues. The Program uses latest management techniques to solve/rectify strategic problems effectively and efficiently. The MBA programme will help students in acquiring specialised knowledge for quality business management practise in globalised India.

B. Relevance of the Program with HEI's Mission and Goals

The vision and mission of HEI, Mangalayatan University, Aligarh are:

Vision

To be an institution where the most formative years of a young mind are spent in the guided pursuit of excellence while developing a spirit of inquisitive questioning, an ability to excel in the pressure of a fast-changing professional world and desire to grow into a personality than a person in an environment that fosters strong moral and ethical values, teamwork, community service and environment consciousness.

Mission

- To be the enablers of the confluence of academic rigor and professional practicality.
- To bring global best practices to students through widespread use of technology.
- To empower our faculty to constantly develop new skills and excel professionally.

To provide the best campus environment to the students and faculty with all facilities to nurture their interest.

MBA program of the University strives to realize its vision and mission by rectifying student centric issues on priority and also to empower local community with the help of various social clubs running in University like NSS, KADAM and Alumni association. The University Promotes Multidisciplinary and Allied research in various fields that supports and harnesses joyful learning environment. The goals of ODL(Open Distance Learning) program is to provide educational facilities to all qualified and willing persons who are unable to join regular courses due to personal or professional reasons. There are many potential learners who cannot afford to join regular courses due to professional responsibilities and personal commitments. For such cases MBA through ODL mode can be helpful in increasing knowledge base and skill up-gradation.

The program aims to provide alternative path to wider potential learners who are in need of refresher courses to update their skills.

C. Nature of Prospective Target Group of Learners

Distance Education at Mangalayatan University (MU) shall target the working professional's executives as well as those who cannot attend a full-time program due to constraints. The candidates desirous of taking admission in MBA program shall have to meet the eligibility norms as follows-

To obtain admission in MBA program offered through ODL mode, the learner must have completed graduation in any stream.

The ODL-MBA program offered by Mangalayatan University aims specially for working class people, people from Industry, business executives people who are designated at various government positions, academicians who seek to gain MBA degree to amplify their credentials, medical practitioners, medical executives (hospital administration), Business owners/Entrepreneurs, women/housewives. This gives an opportunity to the distance learner to attend distance programmes offer by the university to those who can't spare enough time to attend regular classes.

D. Appropriateness of Programme to be conducted in ODL mode to acquire specific skills and competence

The University has identified the following program outcomes and program specific outcomes as acquisition of specific skills and competence for MBA Program.

Programme Outcomes (PO's)

PO 1: Apply knowledge of management theories and practices to solve business problems.

PO2: Foster Analytical and critical thinking abilities for data-based decision making.

PO3: Ability to develop Value based Leadership ability.

PO4: Ability to understand, analyze and communicate global, economic, legal, and ethical aspects of business.

PO5: Ability to lead themselves and others in the achievement of organizational goals, contributing effectively to a team environment.

Programme Specific Outcomes

PSO1: To understand various forms of business organizations and their functioning.

PSO2: To inculcate in student's the ability to gain multidisciplinary knowledge.

PSO3: To develop ability to adapt to dynamic changes in environment.

The University has managed care to introduce MBA program taking into consideration, 1, and 2, to maintain the quality and to face the competition at the National/International level.

E. Instructional Design

The program is divided into four semesters and minimum credit requirement is 105 to get MBA degree through ODL mode from Mangalayatan University. Minimum time period for acquiring MBA degree will be two years and maximum time (extended) period is four years. Students can select one elective.

Evaluation Scheme

Semester-I						
S.N.	Course Code	Course Name	Credit	Continuous Assessment Marks	Term End Exam Marks	Grand Total
				Max.Marks	Max.Marks	
1	MGO-6101	Principles and Practices of Management	5	30	70	100
2	MGO-6102	Managerial Economics	5	30	70	100
3	MGO-6103	Accounting for Managers	5	30	70	100
4	MGO-6104	Business Statistics	5	30	70	100
5	MGO-6105	Communication for Management	5	30	70	100
Total			25	150	350	500

Semester-II						
S.N.	Course Code	Course Name	Credit	Continuous Assessment Marks	Term End Exam Marks	Grand Total
				Max.Marks	Max.Marks	
1	MGO-6201	Entrepreneurship & SMEs Management	5	30	70	100
2	MGO-6202	Business Environment	5	30	70	100
3	MGO-6203	Research Methodology	5	30	70	100
4	MGO-6204	Business Laws	5	30	70	100
5	MGO-6206	Human Resource Management	5	30	70	100
Total			25	150	350	500

Semester-III						
S.N.	Course Code	Course Name	Credit	Continuous Assessment Marks	Term End Exam Marks	Grand Total
				Max.Marks	Max.Marks	
1	MGO-7101	Strategic Management	5	30	70	100
2	MGO-7102	Organizational Behavior	5	30	70	100
3	Three courses from any one area of the specialization and specialization area will remain same in IIIrd and IV th Semester		5	30	70	100
4			5	30	70	100
5			5	30	70	100
Total			25	150	350	500

Any one specialization area to be opted in the IIIrd semester	
Marketing	
MGO-7111	Marketing Management
MGO-7112	E-Marketing
MGO-7113	Retail Management
Finance	
MGO-7121	Financial Management
MGO-7122	Security Analysis & Portfolio Management
MGO-7123	Management of Financial Institutions & Services
Human Resource Management	
MGO-7131	Industrial Relations & Labour Enactments
MGO-7132	Global HRM
MGO-7133	Negotiation & Counseling

Semester-IV						
S.N.	Course Code	Course Name	Credit	Continuous Assessment Marks	Term End Exam Marks	Grand Total
				Max.Marks	Max.Marks	
1	MGO-7201	Business Ethics and Corporate Governance	5	30	70	100
2	MGO-7202	Global Business Management	5	30	70	100

3	Three courses from any one area of the specialization and specialization area will remain same in IIIrd and IV th Semester		5	30	70	100
4			5	30	70	100
5			5	30	70	100
6	MGD-7200	Dissertation	5	0	100	100
Total			30	150	450	600

Any one specialization area to be opted in the IV Semester	
Marketing	
MGO-7211	Consumer Behavior & Marketing Communication
MGO-7212	Marketing of Services
MGO-7213	Sales and Distribution Management
Finance	
MGO-7221	Corporate Financial Restructuring
MGO-7222	Strategic Corporate Finance
MGO-7223	Management of Working Capital
Human Resource Management	
MGO-7231	Organization Development
MGO-7232	Group and Team in Organization
MGO-7233	Training and Development

MOOCS

The University shall give flexibility in opting for MOOC (Massive Online Open Courses) by the students pertaining to the prescribed curriculum and also the credits earned in the MOOC courses may be dealt as part of the evaluation scheme as per UGC (Open and Distance Learning Programmes and Online Programmes) Regulations, 2020.

Syllabi and Course Materials

Syllabi, PPR and self-learning materials are developed mostly by experienced faculty members of Mangalayatan University in consultation with contents experts and the same will be forwarded to CIQA and BoS/Academic Council/ Executive Council for further suggestions and approval.

Semester-I
Syllabus
Course Name: Principles and Practices of Management

Course Code: MGO-6101

Credits: 5

Course Objective: The main objective is to teach the students the main functions of management as they need a variety of skills to understand human behavior, communicate with people, motivate employees, adapt to changes, manage new technologies, etc.

Course Outcome: At the end of the course student would be able to:

S. No.	Course Outcomes	Cognitive level
1.	Extrapolate basics of management theory and its practices.	Understand
2.	Associate the functions of management.	Apply
3.	Identify individual, group and organizational components of organizational behaviour.	Remember
4.	Demonstrate skills related to work motivation and leadership.	Apply
5.	Visualize importance of group management in changing work environment.	Understand

Block: I Introduction

Unit: 1 Introduction: Meaning, Nature and Scope of Management, Management Approaches, Processes and Functions,

Unit: 2 Managerial Skills, Tasks and Responsibilities of a Professional Manager;

Unit: 3 Evolution of Management Thought, Taylor and Fayol' contribution to Management, Bureaucracy, Hawthorne Studies; Management thinkers,

Block: II Planning

Unit: 4 The Nature and Purpose of Planning, Management by Objectives, Strategies, Policies and Planning Premises. Forecasting.

Unit: 5 Decision Making; Organizing: Nature & Purpose of Organizing. Span of Management,

Unit: 6 Departmentation, Line/ Staff Authority & Responsibility, Effective Organizing & Organizational Culture, Organization Charts and Manuals.

Block: III Staffing

Unit: 7 Staffing: Definition, Nature and Purpose of Staffing

Unit: 8 Human Resource Management and Selection, Performance Appraisal and Career Strategy

Unit: 9 Manager and Organization Development: Managing Change, Organizational Conflicts.

Block: IV Leadership

Unit: 10 Leading: Managing and the Human Factor.

Unit: 11 Motivation: Meaning, Scope and Importance, Approaches, Motivation and Performance, Approaches for Improving Motivation, Quality of Work Life;

Unit: 12 Leadership: Definition, Ingredients, Approaches;

Unit: 13 Communication: Function, Process and Barriers to Communication;

Unit 14: Directing- Meaning, Nature and Scope, Direction and Supervision.

Block: V Controlling

Unit: 15 Controlling: Concept, the System and Process of Control, Control Techniques and IT, Productivity and Operations Control;

Unit: 16 Controlling Methods: Budgetary and non- budgetary, Overall and Preventive Control.

Unit: 17 The Quality Concept Factors affecting Quality, Developing a Quality Control System, Total Quality Control;

Unit 18: International Management: Towards a unified, global Management Theory.

Text and Reference Books

1. Essentials of Management: An International Perspective by Koontz &Weihrich, Tata McGraw Hill Education Private Limited, New Delhi.
2. Management (Text and Cases) by V.S.P. Rao and V Hari Krishna, Excel Books, New Delhi.
3. Principles and Practice of Management, L. M. Prasad, Sultan Chand & Sons, New Delhi.
4. Contemporary Management, Gareth R. Jones and Jennifer M. George, fifth Edition, Tata McGraw-Hill Education Private Limited, New Delhi.

Course Name: MANAGERIAL ECONOMICS

Course Code: MGO-6102

Credits: 5

Course Objective: The objective of this course is to enable the student to understand the different forms of markets. It is hoped that by the end of the course the student will be able to appreciate the subtle and the most fundamental issues involved in running the business.

Course Outcome: At the end of the course student would be able to:

S. No.	Course Outcomes	Cognitive level
1.	Elaborate various theories and laws of Managerial Economics.	Understand
2.	Visualize concepts related to demand, supply & revenue analysis.	Apply
3.	Examine pricing decisions for various markets.	Apply
4.	Identify various market structures and plan business accordingly.	Apply
5.	Demonstrate understanding of macroeconomic indicators and their impact on business.	Understand

Block I: Introduction to Managerial Economics

Unit 1: Basic concepts and principles of Economics,

Unit 2: Introduction to Managerial Economics: Nature, Scope,

Unit3: Importance and Significance in decision making, Managerial Economist-Role, responsibilities and functions.

Block II: Demand, Supply and Revenue Analysis**Unit 4:** Demand & supply analysis,**Unit 5:** Consumer Preferences and choices.**Unit 6:** Demand Elasticity;**Unit 7:** Types & its relevance, demand forecasting, revenue analysis.**Block III: Production & Cost Analysis****Unit 8:** Cost: Concepts, measurement & analysis,**Unit 9:** Production Function & its managerial applications,**Unit 10:** Cost curves: traditional & modern approach,**Unit 11:** Production Function; Laws of returns.**Block IV: Pricing Decisions & Profit Planning****Unit 12:** Market Structures, pricing under different market structures,**Unit 13:** Perfect, imperfect and monopoly,**Unit 14:** Break Even Analysis; Profit Planning;**Unit 15:** Oligopoly (Cournot's model, kinked demand curve model, prisoner's dilemma).**Block V: Macro Economics****Unit 16:** Concepts of national Income and methods of its measurement,**Unit 17:** Inflation: Theories,**Unit 18:** Introduction to business cycles**Books Recommended/Suggested Readings:**

1. Geetika, Piyali Ghosh, Purba Roy Choudhury (Mc Graw Hill)
2. Mehta PL- Managerial Economics (Sultan Chand)
3. Dwivedi- Managerial Economics (Vikas)
4. Gupta- Managerial Economics (Tata McGraw-Hill)

Course Name: ACCOUNTING FOR MANAGERS**Course Code: MGO-6103****Credits: 5**

Course Objective: The main objective of this course is to make the students familiar with fundamental concepts and process of accounting, significant tools & techniques of financial analysis which form an important part of management planning & financial control system and help the management in resolving problems effectively.

Course Outcome: At the end of the course student would be able to:

S. No.	Course Outcomes	Cognitive level
1.	Elaborate various concepts related to Indian and International accounting.	Understand
2.	Apply costing techniques for computing cost of products or services.	Apply

3.	Demonstrate various costing methods used in manufacturing and non-manufacturing concerns.	Understand
4.	Analyze decisions related to make or buy for a particular input.	Analyze
5.	Examine budgetary and financial statements.	Apply

Block I: Accounting Framework I (Introduction to Accounting)

Unit 1: Introduction, Nature, scope and importance of Accounting, Book Keeping,

Unit 2: Accounting Process, Users of an Accounting information and their needs,

Unit 3: Accounting Equation, Role and Responsibilities of an Accountant; GAAP and Accounting Standards-Indian and international.

Block II: Accounting Framework II (Accounting Books and Final Accounts)

Unit 4: Preparation of Journal, Ledger, Trial balance,

Unit 5: Cash book & other subsidiary books,

Unit 6: Preparation of Trading, Profit & Loss A/c and balance Sheet (with adjustments),

Unit 7: Depreciation Accounting and

Unit 8: Preparation of BRS.

Block III: Cost Accounting

Unit 9: Meaning, importance of Cost Accounting,

Unit 10: Elements and classification of costs and Preparation cost sheet,

Unit 11: Inventory valuation.

Block IV: Management Accounting

Unit 12: Meaning, importance of Management Accounting,

Unit 13: Budgeting & Budgetary Control;

Unit 14: Preparation of Fixed & Flexible budget, Zero Based Budgeting.

Block V: Financial Statements Analysis

Unit 15: Meaning, importance of financial statement,

Unit 16: Ratio Analysis,

Unit 17: Preparation and Analysis of Fund Flow

Unit 18: Cash Flow Statements according to AS-3.

Books Recommended/Suggested Reading:

1. Gupta, Shashi K. and Sharma R.K. (2008)- Accounting for Managerial Decisions, Kalyani Publications (Ludhiana)
2. Tulsian, P.C. (2009)- Financial Accounting, Tata McGraw Hill Publication, New Delhi
3. Shukla, S.M. (2009)- Advanced Accounting, SahityaBhawan Publication, Agra
4. Ramachandran, N. and Kakani, R.K. (2008)- Financial Accounting for Management, Tata McGraw Hill Publication, New Delhi

Course Name: BUSINESS STATISTICS

Course Code: MGO-6104

Credits: 5

Course Objective: To a greater extent, modern management is adopting and applying quantitative techniques to aid in the process of decision-making. An intelligent use of appropriate tools reduces highly complex problem to one of manageable dimensions. The course has been designed to develop familiarity with the application of statistical methods in managerial problem solving and decision-making.

Course Outcome: At the end of the course student would be able to:

S. No.	Course Outcomes	Cognitive level
1.	Demonstrate an understanding of decision making process under uncertainty using statistical tools.	Understand
2.	Explain correlation and regression analysis and their importance in decision making.	Understand
3.	Visualize the concept of time series in business decision making.	Apply
4.	Demonstrate an understanding of probability and probability distributions.	Understand
5.	Explore application of Estimation Theory and Hypothesis Testing in business decision making.	Understand

Block I: Introduction

Unit 1: Meaning and definitions of Statistical Data; Applications of Statistics in Managerial decision-making;

Unit 2: Frequency Distributions; Measures of Central Tendency: Mean, Median, Mode and their implications;

Unit 3: Measures of Dispersion: Range, Quartile Deviation, Mean Deviation and Standard Deviation.

Block II: Correlation and Regression

Unit 4: Meaning and uses of correlation

Unit 5: Meaning and uses of regression.

Unit 6: Various methods of calculation of Coefficient of correlation and their analysis (Two Variable)

Unit 7: Regression analysis.

Block III: Analysis of Time Series

Unit 8: Concept; Additive model, Multiplication model,

Unit 10: Seasonal variation, Cyclical Variation;

Unit 11: Various methods of Time Series Analysis and their applications in business.

Block IV: Probability

Unit 12: Concept, its uses in business decision-making,

Unit 13: Addition and multiplication theorem of probability; Binomial theorem and its applications

Unit 14: Probability Distribution: Concept, applications of Binomial, Poisson and Normal Distributions.

Block-V: Estimation Theory and Hypothesis Testing

Unit 15: Estimation Theory and Hypothesis Testing: Sampling theory; Formulation of Hypotheses;

Unit 16: Application of Z-test, t-test,

Unit 17: F-test and ANOVA

Unit 18: Chi-Square test. Techniques of association of Attributes & Testing.

Text and Reference Books

1. Business Statistics, 3rd Edition, JP Sharma, Pearson Publishing
2. Statistics for Management - Richard Levin, Pearson Publishing
3. Statistics for Management - G.C. Beri, Tata McGraw-Hill Education, 2010
4. Statistical Methods - Gupta S. P, Sultan Chand & Sons, 2002.

Course Name: COMMUNICATION FOR MANAGEMENT

Course Code: MGO-6105

Credits: 5

Course Objective: The objective of this course is to equip students with the written and technical communication skills they need to communicate effectively in a complex and ever-changing contemporary work environment.

Course Outcome: At the end of the course student would be able to:

S. No.	Course Outcomes	Cognitive level
1.	Elaborate basic forms of communication & various communication models.	Understand
2.	Demonstrate verbal and non-verbal communication ability through presentations.	Understand
3.	Explore various forms of modern communication in business communications.	Apply
4.	Identify appropriate methods of report writing.	Apply
5.	Demonstrate understanding of various tools of organizational communication.	Understand

Block I: Introducing Business Communication

Unit 1: Basic forms of communication; Self Development and Communication Development of positive personal attitude

Unit: 2 Communication models and processes; Self Development and Communication Development of positive personal attitude; Corporate

Unit 3: Audience analysis Principles of effective communication, formal and informal communication networks, Grapevine, miscommunication (barriers).

Block II: Effective listening

Unit 4: Principles of effective listening; Factors affecting listening exercise;

Unit 5: Oral, written and video sessions.

Unit 6: Modern forms of communicating;

Unit 7: Fax: E-Mail; Video conferencing etc. nonverbal aspects of communication, Kinesics, Proxemics, Para language, sign language.

Block III: Writing skills

Unit 8: Planning business message; rewriting and editing; the first draft; reconstructing the final draft.

Unit 9: Business letters; Appearance of request letters; Good news and bad news letters; Persuasive letters;

Unit 10: Sales letters; Collection letters; Office memorandum, notice and circular.

Unit 11: Writing resume and letter of application.

Block IV: Report writing

Unit 12: Introduction to a proposal, short report and formal report, report preparation,

Unit 13: Sales presentation, training presentation,

Unit 14: Conducting surveys, speeches to motivate.

Block V: Practices in business communication

Unit 15: Group discussions; Mock interviews; Seminars; Effective listening exercises;

Unit 16: Individual and group presentations, Oral presentation:

Unit 17: Principles of oral presentation, Factors affecting presentation,

Unit 18: Interviewing skills: Appearing in interviews; conducting interviews

Books Recommended/Suggested Reading:

1. Bovee and Thill- Business communication today; Tata McGraw Hill
2. Ronald E. Dulek and John S. Fielder- Principles of business communication; McMillan
3. Randall E. Magors- Business communication :Harper and Row
4. Balasubramanyam- Business communications; Vikas Publishing House.

Semester-II

Course Name: Entrepreneurship and SMEs Management

Course Code: MGO-6201

Credits: 5

Course objectives: The main objectives of the course are to familiarize students with various concepts used in understanding processes involved in entrepreneurship and business formation and development. Provide context to those processes in the form of differences between small and large firms, and the economic environment.

Course Outcome: At the end of the course student would be able to:

S.No.	Course Outcomes	Cognitive level
1.	Elaborate fundamentals of entrepreneurship and entrepreneurial process.	Understand
2.	Explain various theories of entrepreneurship.	Understand
3.	Design business plans.	Apply
4.	Describe MSME registration process and MSME promotional policies.	Apply

5.	Explain various concepts related to International Business.	Understand
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Block I: Entrepreneurship: A Conceptual Framework

Unit 1: Introduction: Concept of Entrepreneurship; Role of entrepreneurship in economic Development;

Unit 2: Factors impacting emergence of entrepreneurship; Managerial vs. entrepreneurial approach; Intrapreneurship.

Unit 3: Types of Entrepreneurs. Characteristic of successful entrepreneurs; Entrepreneurship process;

Unit 4: Women Entrepreneurs; Social entrepreneurship; Entrepreneurial challenges.

Block II: Entrepreneurial Growth:

Unit 5: Role of Entrepreneurship in Economic Development, Entrepreneurial Theories; Factors affecting entrepreneurial growth

Unit 6: Entrepreneurial Challenges; New Product

Unit 7: Development and Growth Strategies for Entrepreneurial ventures.

Block III: New Ventures Planning

Unit 7: Ownership Structures; Acquisition; Franchising, Marketing plan,

Unit 8: Marketing research, Marketing Mix; Business Plan-benefits of drivers

Unit 9: Perspectives in business plan preparation, elements of a business plan.

Block IV: MSME Registration and Promotion

Unit 10: MSME registration, MUDRA Loan, Start-up India.

Unit 11: Make In India, Institutional Finance to Entrepreneurs

Unit 12: MSME and Economic Development,

Unit 13: Institutional Support for Small Enterprises.

Block V: International Entrepreneurship:

Unit 14: Export Business Registration, Intellectual Property Protection- Patents,

Unit 15: Trademarks and Copyrights – importance for start-ups,

Unit 16: Legal acts governing business in India;

Unit 17: International entrepreneurship- opportunities and challenges,

Unit 18: Export Documentation in India.

Books Recommended/Suggested Reading:

1. Drucker, Peter. Innovation and Entrepreneurship. East-West Press (P) Ltd
2. Holt, David H. Entrepreneurship-New Venture Creation. Prentice Hall
3. Hisrich, Robert D and Peters, Michael P. Entrepreneurship: Starting, Developing and Managing a New Enterprise, Prentice Hall
4. Desai, Vasant: Small Scale Industries and Entrepreneurship. Himalaya
5. Gupta, C.B. and Srinivasan. Entrepreneurial Development in India. Sultan Chand
6. Pareek, Udai and Venkateswara Rao, T. Developing Entrepreneurship- A Handbook on Learning Systems

Course Name: Business Environment

Course Code: MGO-6202

Credits: 5

Course Objective:

To analyze the overall business environment and evaluate its various components in business decision making.

Course Outcome: At the end of the course student would be able to;

S. No.	Course Outcomes	Cognitive level
1	Visualize various environmental factors that affect business.	Understand
2	Diagnose impact of various governmental policies on Business.	Analyze
3	Evaluate impact of socio-cultural environment on Business.	Analyze
4	Elaborate impact of political-legal environment on Business.	Understand
5	Identify role of multilateral institutions in facilitating world trade.	Understand

Block I: Theoretical Framework of Business Environment

Unit 1: Concept, Significance, of Business Environment

Unit 2: Nature, Elements & Dimensions;

Unit 3: Environmental Scanning and Monitoring.

Block II: Economic Environment of Business

Unit 4: Significance and Elements; Economic Systems; Economic planning in India; Government Policies- Industrial,

Unit 5: Fiscal, Monetary, EXIM; Public Sector and economic development; Development banks and its relevance to Indian business;

Unit 6: Economic Reforms, Liberalization and structural adjustment programmes;

Unit 7: Regulation of Financial Markets, SEBI.

Block III: Political and Legal Environment of Business

Unit 8: Critical elements; Government and business;

Unit 9: Changing dimensions of political and legal environment in India;

Unit 10: MRTP Act, Competition Act, FEMA and licensing policy

Unit 11: Consumer Protection Act.

Block IV: Socio-cultural Environment

Unit 12: Social institutions, systems, values, attitudes, groups, etc;

Unit 13: Dualism in Indian society and problems of uneven income distribution;

Unit 14: Rural sector in India; Social Responsibility of Business; Consumerism in India.

Block V: International and Technological Environment

Unit 15: Multinational Corporations; Foreign collaborations and Indian business; NRIs and Corporate sector

Unit 16: International Economic Institutions- WTO, World Bank, IMF and their importance to India; Foreign trade Policies;

Unit 17: Impact of Rupee devaluation; Technological environment in India; Policy on research and development

Unit 18: Intellectual Property Rights; Technology transfer.

Books Recommended/Suggested Reading:

1. Adhikari, M- Economic Environment of Business, Sultan Chand & Sons
2. Alagh, Yoginder K- Indian Development, Planning and Policy, Vikas Publication
3. Aswathappa, K- Legal Environment of Business, Himalaya Publication
4. Chakravarty, S- Development Planning, Oxford University Press
5. Ghosh, Biswanath- Economic Environment of Business, Vikas Publication, New Delhi
6. Govt. of India- Economic Survey
7. Raj Agarwal and ParagDiwan, Business Environment; Excel Books
8. Cherunilam, Francis- Business Environment, Macmillan

Course Name: Research Methodology

Course Code: MGO-6203

Credits: 5

Course Objectives: The objectives of this course are-

To familiarize students with basic of research, research process and enable the participants in conducting research work and formulating research synopsis and report.

Course Outcome: At the end of the course student would be able to;

S. No.	Course Outcomes	Cognitive level
1	Elaborate various concepts related to Research.	Understand
2	Enumerate various kinds of research design & process	Apply
3	Develop adequate knowledge on measurement & scaling techniques as well as the quantitative data analysis.	Apply
4	Demonstrate various techniques of data analysis-and hypothesis testing procedures.	Understand
5	Articulate appropriate research ethics for doing meaningful research.	Understand

Block I: Research Formulation

Unit 1: Introduction, meaning of research,

Unit 2: Types, Role of research in important area and Process of Research,

Unit 3: Defining research Problems, Hypothesis Formulation.

Block II: Research Elaborated

Unit 4: Research Design, Research plan,

Unit 5: Concept of sample, Sample size, Various types of sampling techniques.

Unit 6: Types of Data and Methods of its Collection; Questionnaire Design,

Unit 7: Precautions in preparation of questionnaire, Measurement scales.

Block III: Data Analysis and Interpretation-1

Unit 8: Processing and Analysis of Data by application of statistical tools,

Unit 9: Various kinds of charts and diagrams used in data analyses

Unit 10: Application of Data Analysis.

Block IV: Data Analysis and Interpretation-2

Unit 11: Hypothesis Testing (F-test, ANOVA, Chi –square test, t-test) ,

Unit 12: Multivariate Statistical techniques- Multiple regression, discriminate analysis,

Unit 13: Factor analysis, Multivariate analysis of variance,

Unit 14: Conjoint analysis, Cluster analysis, Multidimensional Scaling, Role of computer in research, Excel- A tool for statistical analysis, SPSS, Interpretation and conclusion.

Block V: Report Writing

Unit 15: Report Writing, Significance of report writing, Steps in report writing,

Unit 16: Layout of research report, Types of reports; Appendices;

Unit 17: Bibliography, Characteristics of a good report; Precautions for report writing

Unit 18: Ethics in business research.

Books Recommended/Suggested Reading:

1.Kothari CR- Research Methodology, New Age Publication

2.Panneerselvam R- Research Methodology (PHI)

3.Cooper, Donald, Schindler, Pamela- Business Research (TMH)

4.Bill Taylor, Gautam Sinha, TaposhGhoshal- Research Methodology (PHI)

Course Name: Business Laws

Course Code: MGO-6204

Credits: 5

Course Objective: To acquire knowledge and understanding of major business, commercial and economic laws. The aim of this course is not just to teach Legal Regulatory framework, but to develop students in such a way that they equip with appropriate skills in legal requirements for managing business.

Course Outcome: At the end of the course student would be able to;

S. No.	Course Outcomes	Cognitive level
1	Elaborate clear understanding for contracts and subsequently enter valid business propositions	Understand
2	Articulate legitimate rights and obligations under sale of goods Act, 1930.	Understand
3	Enumerate various legitimate rights and obligations under Negotiable Instrument Act	Analyze

4	Acquire skills to initiate entrepreneurial ventures as LLP or other new form of organisation which are widely used across the globe	Understand
5	Attain insights into various company proceedings through Companies Act-1956 & Company Act-2013	Apply

Block I: Contract Act, 1872

Unit 1: Definition & Classification of Contract, Essential elements of a Valid Contract,

Unit 2: Quasi Contract – Various Forms,

Unit 3: Contingent contract,

Unit 4: Discharge & Breach of Contract, Remedies of breach of contract.

Block II: Sales of Goods Act, 1930

Unit 5: Contract of sale of Goods-Meaning, Essentials, etc.

Unit 6: Provisions relating to Conditions and Warranties, Provisions relating to Transfer of Property

Unit 7: Ownership, Provisions relating to Performance of Contract of Sale- Rights and duties of Unpaid Seller and Buyer.

Block III: The Negotiable Instruments Act, 1881

Unit 8: Negotiable Instruments- Meaning, Characteristics, Types, Parties- Holder and Holder in Due Course;

Unit 9: Negotiation and types of endorsements, Dishonour of Negotiable Instruments and Overdue Instrument,

Unit 10: Banker and Customer- Crossing of Cheques, Obligations of a Banker & a Customer, Bouncing of Cheques, Liabilities of parties.

Block IV: Partnership Act, 1932

Unit 11: Definition, Formation, Types and Registration of Partnership,

Unit 12: Kinds, Rights and liabilities of Partners, Minor's Status in Partnership Firm,

Unit 13: Dissolution of Partnership Firm.

Block V: The Companies Act, 1956 & 2013

Unit 14: Company- Definition, Meaning, Features and Types,

Unit 15: Incorporation of a Company- Memorandum & Articles of Association and their Alteration;

Unit 16: Prospectus, Management of company- Directors and Meetings,

Unit 17: Share capital-Account and Audit,

Unit 18: Winding up of companies.

Books Recommended/Suggested Reading:

1. Kuchhal, M.C. (2007). Business Law, Vikas Publishing House, New Delhi.
2. Tulsian, P.C. (2007). Business Law, Tata McGraw-Hill Publications, New Delhi.
3. Kuchhal, M.C. (2007). Mercantile Law, Vikas Publishing House, New Delhi.
4. Singh Avtar (2008). Mercantile Law, Eastern Book Company, Lucknow.
5. Kapoor, N.D. (2008). Elements of Mercantile Law, Sultan Chand & Sons Educational Publishers, Delhi.

Course Name: Human Resource Management

Course Code: MGO-6206

Credits: 5

Course Objective: The objective of the course is to familiarize the students about the different aspects of managing people in the organizations from the stage of acquisition to development and retention.

Course Outcome: At the end of the course student would be able to:

S. No.	Course Outcomes	Cognitive level
1	Elaborate HRM and the role of HRM in effective business administration.	Understand
2	Identify the role that HRM has to play in manpower planning, job analysis and forecast the human resource requirements.	Apply
3	Explain role of recruitment and selection in relation to the organization's business and HRM objectives.	Understand
4	Identify job-based compensation scheme and performance management system and appraisals.	Apply
5	Visualize emerging horizons of HRM and also enduring international HRM, e-HRM, HRIS.	Understand

Block I: Introduction:

Unit 1: Conceptual foundations; Human aspect of management; Human resource Management- concept, scope and importance;

Unit 2: Competencies of HR manager- employer branding and competency mapping;

Unit 3: Changing role of HRM- workforce diversity, Technological change, restructuring and rightsizing, empowerment; TQM.

Unit 4: Management of ethics.

Block II: Human Resource Planning, Job Analysis, and Job Design:

Unit 5: Assessing human resource requirements; Human resource forecasting;

Unit 6: Work load analysis; Job analysis; Job description and specifications;

Unit 7: Job design; Job characteristic approach to job design.

Block III- Recruitment, Selection, Training, and Development:

Unit 8: Factors affecting recruitment; Sources of recruitment (internal and external);

Unit 9: Basic selection model; Psychological tests for selection; Interviewing; Placement and induction;

Unit 10: Job changes- Transfers, Promotions, and Separations;

Unit 11: An overview of training and development; Emerging trends in recruitment, selection, and development.

Block IV- Compensation Management, Performance Appraisal, and Audit:

Unit 12: Compensation Management- Job evaluation, base compensation and supplementary compensation;

Unit 13: Innovations in compensation management- Pay band system, ESOP; Performance appraisal-concept, traditional and modern methods-

Unit 14: MBO, 360 degree appraisal, 720 degree appraisal, behaviourally anchored rating scale, balanced scorecard; Potential appraisal.

Block V- Emerging Horizons of HRM

Unit 15: International HRM, challenges of international HR managers; Green HRM; E-HRM; HRIS (Human Resource Information System);

Unit 16: Human resource audit;

Unit 17: Contemporary issues in human resource management

Unit 18: Moonlighting phenomenon, employee engagement, flexi timing, psychological contract, managing protean career, layoffs.

Books Recommended/Suggested Reading:

1. John Storey- Human Resource Management, Thomson Learning
2. R.S. Dwivedi- Managing Human Resources, Galgotia Publishing Company
3. Gary Dessler- Human Resource Management, Pearson Education
4. Aswathapa- Human Resource & Personnel Management, Tata McGraw Hill
5. Randy. L. Desimone, Jon & David Harris- Human Resource Development, Thomson.

Semester-III

Course Name: Strategic Management

Course Code: MGO-7101

Credits: 5

Course Objective: To expose students to various perspectives and concepts in the field of Strategic Management. The course would enable the students to understand the principles of strategy, formulation, implementation and control in organizations.

Course Outcome: At the end of the course student would be able to

S. No.	Course Outcomes	Cognitive level
1	Elaborate the basic concepts and principles of strategic.	Understand
2	Identify organizational strategies that will be effective in dynamic business environment.	Apply
3	Demonstrate effective application of concepts, tools & techniques to practical situations for diagnosing and solving organisational problems.	Understand
4	Acquire capability of making own decisions in dynamic business landscape	Apply
5	Visualize various strategies for managing global	Understand

competition.	
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Block I: Strategy-Introduction

Unit 1: Concept, Levels at which strategy operates; Approaches to strategic decision making; Mission and Purpose,

Unit 2: Objectives and Goals; Strategic Business Units (SBUs);

Unit 3: Environmental Analysis & Diagnosis: Environment and its components;

Unit 4: Environmental Scanning & Appraisal; Organizational Appraisal; Strategic Advantage Analysis and Diagnosis.

Block II: Strategy and Structure

Unit 5: Structural considerations, Structures for strategies; Organizational design and change.

Unit 6: Functional Strategies-Marketing, Production& Operations, Personnel,

Unit 7: Financial, R&D plans and policies.

Block III: Strategy Formulation and Choice of Alternatives

Unit 8: Strategies- modernization, diversification, integration;

Unit 9 : Merger, take-over and joint strategies;

Unit 10: Turnaround, divestment and liquidation strategies;

Unit 11: Process of strategic choice, competitor and SWOT analysis;

Unit 12: Factors affecting; Generic competitive strategies- cost leadership, differentiation, focus, value chain analysis.

Block IV: Strategy Implementation

Unit 13: Inter-relationship between formulation and implementation,

Unit 14: Issues in strategy implementation; Resource allocation,

Unit 15: Strategy Evaluation & Control: Overview and Techniques.

Block V: Global Issues in Strategic Management

Unit 16: Global challenges, Advantages & Disadvantages of international operations,

Unit 17: Communication differences across countries, worldwide tax rates & their impact,

Unit 18: Participation of international institutions for international business.

Books Recommended/Suggested Reading:

1. Bhattacharya, S.K. and N. Venkataraman- Managing Business Enterprises: Strategies, Structures and Systems, Vikas Publishing House

2. Budhiraja, S.B. and M.B. Athreya- Cases in Strategic Management, Tata McGraw Hill
3. Coulter, Mary K- Strategic Management in Action, Prentice Hall
4. David, Fred R- Strategic Management, Prentice Hall

Course Name: Organizational Behavior

Course Code: MGO-7102

Credits: 5

Course Objective: The objective of the course is to enable students to develop a theoretical understanding about organization structure and its behavior over time. The course will also make them capable of realizing the competitiveness for firms.

Course Outcome: At the end of the course student would be able to:

Course Outcome	Cognitive level
CO1: Understand the concepts of organizational behaviour and its relation with business management.	Understand
CO2: Explain concepts of individual behaviour i.e. perception, attitude etc.	Explain
CO3: Demonstrate process involved in group behaviour i.e. group dynamics, group decision making etc.	Demonstrate
CO4: Describe the methods of leadership of a successful business owner/ manager.	Describe
CO5: Explain the organization system and process for smooth business operations.	Explain

Block- I- Introduction:

Unit-1: Emergence of organizational behavior;

Unit-2: Management and OB; Hawthorne studies and human relations school;

Unit-3: Challenges and opportunities for organizational behavior;

Unit 4 : Positive organizational behaviour.

Block- II- Individual Behavior:

Unit-5: Foundations of individual behavior; Perception; Attribution;

Unit-6: Personality; Attitude; Learning and Values;

Unit-7: Motivation – theoretical and practical dimension.

Unit-8 : Various theories of motivation

Block- III- Group Behavior:

Unit-9: Group dynamics; Cohesiveness and productivity;

Unit-10: Group decision making; managing organizational conflict;

Unit-11: Managing misbehavior at work.

Block- IV- Leadership:

Unit-12:Influence, Power and Politics;

Unit-13: Leadership

Unit-14: Theoretical and practical dimension.

Unit-15: Various theories of Leadership

Block- V- Organization System & Processes:

Unit-16: Organization Structure – foundation and types;

Unit-17: Climate and Ethos;

Unit-18: Communication; Organizational effectiveness & performance, managing change.

Books Recommended/Suggested Reading:

1. Robbins, Stephen P. and Timothy A. Judge, Organizational Behaviour, Prentice -Hall, New Delhi.
2. Robins S.P., and Mathew, M, Organisational Theory: Structure, Design and Application, Prentice Hall of India Pvt. Ltd.
3. Luthans, Fred, Organizational Behaviour, McGraw-Hill, New York.
4. Sekaran, Uma, Organisational Behaviour: Text and Cases, Tata McGraw-Hill Publishing Co. Ltd.

Course Name: Marketing Management

Course Code: MGO-7111

Credits: 5

Course Objective:

The objective of this course is to train participants to apply concepts and techniques in marketing so that they become acquainted with the duties of a marketing manager. More specifically, they will be exposed to the development, evaluation, and implementation of marketing management in a variety of business environments.

Course Outcome: At the end of the course student would be able to:

S.No.	Course Outcomes	Cognitive level
1.	Elaborate various concepts related to marketing.	Understand
2.	Explain concepts related to Marketing Mix.	Apply
3.	Demonstrate process involved with product planning and price determination.	Apply
4.	Describe process involved with promotion and distribution	Analyze

	strategy.	
5.	Explore contemporary issues in marketing.	Understand

Block I: Introduction

Unit 1: Nature & Scope of Marketing, evolution of Marketing,

Unit 2: Marketing Environment. Segmentation,

Unit-3: Targeting and Positioning & Differentiation Strategies,

Unit 4: Marketing Organizations, Marketing Research

Block II: Product Management

Unit 5: Product, product levels, classifying products,

Unit 6: New Product Development, Product Differentiation,

Unit 7: Product Life Cycle, Branding, types of branding,

Unit-8: Packaging & labelling

Block III: Pricing and Distribution

Unit 9: Concept of Pricing, Relationship between pricing and product cost,

Unit 10: Pricing objectives Pricing Policies and Methods,

Unit 11: Distribution Channel Management, Intermediaries,

Unit-12: channel structure, managing relationships in the channel.

Block IV: Promotion Mix decision

Unit 13: Marketing Communication, Advertising;

Unit 14: Sales Promotion, Publicity & Personal Selling,

Unit 15: Public Relations and Direct Marketing.

Block V: Emerging Trends in Marketing

Unit 16: Marketing Ethics, (e-) marketing; (e-) services; (e-) Customer Relationship

Unit 17: Management; viral marketing,

Unit 18: Ambush marketing, green marketing.

Books Recommended/Suggested Reading:

1. Baines, Fill Page and Sinha; Marketing 2013
2. Marketing Management – Philip Kotler (Pearson)
3. Fundamentals of Marketing – Stanton
4. Marketing Management – V S Ramaswamy and S Namakumari (Macmillan)

Course Name: E-Marketing

Course Code: MGO-7112

Credits: 5

Course Objective: This course is designed to impart the students with the knowledge, concepts and skills needed in marketing through digital channels. The course seeks to familiarize the participants with the concepts and techniques applicable to digital marketing. The aim of this course is not just to teach E-Marketing but to develop students in such a way that they equip with adequate skills in E-Marketing for managing business.

Course Outcomes: The successful completion of this course shall enable the student to:

S. No.	Course Outcomes	Cognitive level
1	Enumerate basic difference and similarities between non-digital and digital marketing	Understand
2	Examine consumer behaviour towards digital media.	Apply
3	Identify and develop digital strategies for Digital Market	Apply
4	Explain basic concepts of social media marketing.	Understand
5	Identify various tools for social media, web analytics	Understand

Block I: Internet penetration and E-marketing

Unit 1: Characteristics of Internet: Web 1.0, Web 2.0 and Web 3.0; Social media;

Unit 2: Similarities and differences between online and offline marketing;

Unit-3: Internet Marketing in India;

Unit 4: Business response to emerging digital revolution; Digital devices, platforms, media, data and technology.

Block II: Digital marketing strategy; Digital conversion funnel:

Unit 5: Customer acquisition, conversion and retention;

Unit 6: Acquisition: search engine optimization; paid advertising, search advertising, display advertising,

Unit 7: Social media marketing, email marketing; measuring success of search engine optimization,

Unit-8: Mapping search engine journey; on page and off page search engine optimization.

Block III: Online consumer behaviour: decision making process;

Unit 9: Problem recognition, information search, evaluation, choice and post purchase behaviour;

Unit 10: Online consumer segmentation; online marketing mix;

Unit 11:Consumer segments and targeting; User experience.

Block IV:Social Medial analytics: data type and collection,

Unit 12: Structured and semi-structured data, social media metrics, social medial ROI,

Unit 13: Social networks and social network analysis; Social media analytics with unstructured data: text mining,

Unit 14: Social customer relationship management,

Unit-15: Text mining for communication and reputation management; Big data, Internet of things.

Block V:Mobile Marketing, E-marketing; Internet marketing strategy: content marketing

Unit 16: Mobile Marketing,

Unit 17: E-marketing;

Unit 18: Internet marketing strategy: content marketing.

Suggested Readings:

1. Aslam K (2017). The 7 Critical Principles of Effective Digital Marketing. Arizona: Scottsdale, The Stone Soup Hustler Publication.
2. Bly R.W. (2018). The Digital Marketing Handbook. Entrepreneur Press.
3. Giovannoni, E (2018). The Digital Marketing Planning. Brisbane: Chasefive.com.
4. Maity, M (2017). Internet Marketing. New Delhi: Oxford University Press
5. Rayan D and Russ, H (2017). Digital Marketing for Dummies. NJ: John Wiley.

Course Name: Retail Management

Course Code: MGO-7113

Credits: 5

Course Objective: The main objective of course is to providing insights on retail operations. This will enable the students to become good retail planners and decision makers and help focus on change and adaption to change.

Course Outcomes: The successful completion of this course shall enable the student to:

S. No.	Course Outcomes	Cognitive level
1	Identify the basic concepts related to functioning of retail sector in India	Understand
2	Elaborate main drivers of growth in retail industry of India	Understand
3	Analyse issues relating to situational analysis in retail industry in India. .	Apply

4	Explain various strategies of managing retail business in India.	Understand
5	Visualize various issues emerging in international retailing.	Analyze

Block I: Introduction

Unit 1: Overview, Evolution of Retailing, cycle of Retailing, Functions of retailing;

Unit 2: Building and sustaining relationships, Structural change, Retailing Market structure,

Unit 3: Planning and development, process, Drivers for growth in retail.

Block II: Situational analysis

Unit 4:Types of retail outlets: Retail institutions by ownership,

Unit-5: Store-based strategy mix; non-store-based, and other forms of nontraditional retailing,

Unit 6:Targeting customers and gathering information; Communicating with customers; Promotional strategies,

Unit 7: Affecting factors in communication for growth,Choosing a store location:

Unit-8: Trading-area analysis; Site selection; Store design and layout-Objectives.

Block III: Managing retail business

Unit 9: Importance of HRM in retailing,

Unit 10: Retail organization and HRM; Operations management: financial and operations dimensions;

Unit 11: Managing retail services; Service characteristics;

Unit-12: Value and lifestyle profiles of Indian shoppers.

Block IV: Delivering the product

Unit 13: Retail Information Systems; Merchandise management, developing and implementing plans,

Unit 14: People in retailing, Merchandise plans for basic stock,

Unit 15: Negotiation in retail, display of merchandise, pricing, Factor affecting in price setting, Bases of pricing.

Block V: International retailing

Unit 16:Internationalization and Globalization; Shopping at World stores; Going International;

Unit 17:The Internationalization process; Culture, business and international management, FDI in retails,

Unit 18 :Retailing in US and India, Importance of culture for retailing at global level.

Books Recommended/Suggested Reading:

1. Berman B and Evans J R- Retail Management (Pearson Education)
2. Michael Lervy M and Weitz B W- Retailing Management (Tata McGraw-Hill)

3. Newman A J and Cullen P- Retailing: Environment and Operations (Vikas)
4. Varley R and Rafiq M- Principles of Retail Management (Palgrave)
5. LaMBA- The Art of Retailing (Tata McGraw-Hill)

Course Name: Financial Management

Course Code: MGO-7121

Credits: 5

Course Objectives:

To help the students to develop cognizance of the importance of Financial Management in corporate valuation.

Course Outcome: At the end of the course student would be able to;

S. No.	Course Outcomes	Cognitive level
1	Elaborate the core concepts and techniques of financial management.	Understand
2	Enumerate various techniques related to valuation of assets.	Apply
3	Demonstrate ability to conduct discounted cash flow analysis and estimate a company's cost of capital.	Understand
4	Evaluate various Capital Structure Theories and Policies for business decisions.	Understand
5	Analysis of working capital needs of the company	Analyze

Block I: Nature of Financial Management

Unit 1: Scope of Finance; Finance Function; Finance Manager's role;

Unit 2: Role of Finance Manager; Financial Goal:

Unit 3: Profit Maximization V/s Wealth Maximization;

Unit-4: Agency Problem; Emerging role of Finance Manager

Block II: Valuation

Unit 5: Time Preference for money; Future Value; Sinking Fund; Present Value;

Unit 6: Valuation of Bonds and Shares: Basics of Bond Valuation,

Unit 7: Valuation of ordinary Shares, Valuation of Preference Share;

Unit-8: Linkages between Share Price, Earning and Dividends.

Block III: Cost of Capital, Operating, Financial Leverage and CoMBIed Leverage

Unit 7: The concept of opportunity cost of capital; Cost of Debt,

Unit-8: Preference Capital and Equity Capital;

Unit 9: The weighted Average Cost of Capital; CAPM V/s Dividend Growth Model;

Unit 10: Financial, operating and CoMBIed Leverage- Concept and Measurement.

Block IV: Capital Structure Theories and Policy

Unit 11: Relevance of Capital Structure: NI and Traditional approach;

Unit 12: Irrelevance of Capital Structure: NOI Approach and MM hypothesis without taxes;

Unit 13: The trade off theory; Determinants of an appropriate Capital structure,

Unit-14: Dividend Theory and Policy.

Block V: Management of Working Capital & Inventory Management

Unit 15: Meaning, significance and types; Methods of assessing Working Capital requirements;

Unit-16: Classification of working capital

Unit 17: Norms of Bank Finance; Sources of Working Capital and factors affecting it;

Unit 18: ABC Analysis, EOQ Model, Safety Stock, Lead Time, etc.

Books Recommended/Suggested Reading:

1. Pandey, I.M ; Financial Management, Vikas Publishing House, New Delhi
2. Tulsian, P.C ; Financial Management, S. Chand & Co, Delhi
3. Chandra, Prasanna (2008)- Financial Management, Tata McGraw Hill, New Delhi
4. Khan & Jain: Financial Management, Tata McGraw Hill, New Delhi
5. Brealey, Richard A and Steward C. Myers (2006)- Corporate Finance, McGraw Hill

Course Name: Security Analysis & Portfolio Management

Course Code: MGO-7122

Credits: 5

Course objectives: To provide insight about the relationship of the risk and return and how risk should be measured to bring about a return according to the expectations of the investors and Portfolio management practices in India. Also, to familiarize the students with the fundamental and technical analysis of the diverse investment avenues.

Course Outcome: After completing the course, the student shall be able to:

Course Outcome	Cognitive level
1: Describe the Investment concept.	Understand
2: Discuss the Fixed Income Securities	Analyze
3: Describe the fundamental analysis	Understand
4: Explain the technical analysis.	Evaluate

Block-I Investment Concepts

Unit-1: Investment Styles- Active and Passive Investment Styles; Momentum, Growth and Value

Unit-2: Speculation; Gambling; Shorting; Trading; Hedging; Diversification;

Unit-3: Immunization; Arbitrage; Leveraging; margin Trading; ethical Investment

Block-II Fixed Income Securities

Unit-4: Bond Prices and Yields- Present Value Model of bond valuation,

Unit-5: Different bond- yield and return measures, The yield curve- Types,

Unit-6 : Interpretation and factors affecting it,

Unit-7: Theories related to yield curve, Duration and fixed income derivatives

Block-III Fundamental Analysis

Unit-8: Perfect Capital Markets; Efficient Market Hypothesis;

Unit-9: Top- down V/s Bottom- up approach of fundamental analysis,

Unit-10: Economic Analysis- Main Macro Economic Variables, business cycles, Inter- Industry and Inter- Firm analysis; Industry Analysis- Industry Life Cycle,

Unit-11: Effect of business cycles on industries, Role of external factors, Demand- Supply analysis,

Unit-12: Role of Pricing practices, Key factors of success, major types of risk faced by business

Block-IV Technical Analysis

Unit-13: Basic Philosophy, The Dow Theory, Select major chart patterns- Japanese Candlestick Charting,

Unit-14: Reversal Pattern in Japanese Candlestick Charting, Head and Shoulder Pattern, Double Top Formation, Rounding Top Formation,

Unit-15: Bar Charts, Points and Figure Charts, Relative Strength Index, Bollinger Bands, Elliot Wave Theory, Candlestick analysis

Block-V Portfolio Analysis and Selection

Unit-16: Portfolio Possibilities Curve, Efficient Frontier, Single Index Model, Multi Index Model,

Unit-17: Constructing the optimal portfolio using single index model, single index with shorting and constant correlation model,

Unit-18: Role of skewness, Beta (β), Capital Asset Pricing Model- Efficient Portfolios, other portfolios, CAPM assumptions, Arbitrage pricing model

Books Recommended/Suggested Reading:

1. Amling: Fundamentals of Investment Analysis, Prentice Hall
2. Bhalla: Investment Analysis, S. Chand & Co
3. Chandratre, K.R. Capital Issue, SEBI & Listing, Bharat Publishing House
4. Fabozzi, Frank J: Investment Management, Prentice Hall, International Edition
5. MachiRaju, H.R.: Merchant Banking; Wiley Eastern Ltd
6. MachiRaju, H.R.: Working of Stock Exchanges in India; Wiley Eastern Ltd

Course Name: Management of Financial Institutions & Services**Course Code: MGO-7123****Credits: 5**

Course Objective: To encourage the acquisition of knowledge and skills relating to application of accounting concepts and techniques for business decisions, short-term and long-term/strategic decision-making models, cost management ideas along with budgeting and associated performance measurement practices.

Course Outcomes: After completing the course, the student shall be able to:

Course Outcome	Cognitive level
CO1 - Describe the meaning and scope of financial markets as well as institutions in India.	Understand
CO2 – Discuss the concepts of Money Market and Capital Market	Understand
CO3 - Detail the Commercial Banking and its Current developments.	Understand
CO4 - Explain concept of Non-Banking Financial Companies (NBFC's)	Understand
CO5 - Examine the Financial Services Industry	Analyze

Block-I Introduction

Unit-1: An Introduction to Financial System, Components, Financial System and Economic Development,

Unit-2: Financial Inter-mediation, An overview of Indian Financial System since 1951,

Unit-3: Financial Sector Reforms since liberalization 1990-91.

Block-II: Financial Markets & Capital Markets

Unit-4: Financial Markets: Money Market – functions, organisation and instruments.

Unit-5: Role of central bank in money market.

Unit-6: Indian Money Market – an overview. Capital Markets –Introduction, role and functions.

Unit-7: Components of Capital market. Cash markets- Equity and Debt, Depository (NSDL, CDSL).

Unit-8: Primary and Secondary Markets –NSE, BSE, NIFTY, SENSEX. Role of Stock Exchanges in India. SEBI and Investor Protection.

Block-III: Financial Institutions I

Unit-9: Financial Institutions: Commercial banking – introduction, classification, its role in financing

Unit-10: Commercial and consumer, recent developments like MUDRA financing,

Unit-11: Problem of NPAs, Bankruptcy and insolvency Act, Financial Inclusion.

Block-IV: Financial Institutions II

Unit-12: Life and non-life insurance companies in India:

Unit-13: Public and private. Mutual Funds – Introduction and their role in capital market development.

Unit-14; Types of mutual fund schemes (open ended vs close ended, Equity, Debt,

Unit-15: Hybrid schemes and ETFs. Non-banking financial companies (NBFCs).

Block-V: Financial Services Industry

Unit-16: Overview of financial services industry. Merchant Banking – pre and post issue management, underwriting. Regulatory framework relating to Merchant Banking in India.

Unit-17: Leasing and Hire Purchase, Consumer and Housing Finance, Venture Capital Finance, Factoring Services,

Unit-18: Credit Rating, Financial Advisory and Portfolio Management Services.

Books Recommended/Suggested Readings:

1. Bhole, L.M., Financial Markets and Institutions. Tata McGraw Hill Publishing Company.
2. Kumar, V., Gupta, K., Kaur, M., Financial Markets, Institutions and Financial Services, Taxmann's Publications.
3. Khan M.Y. and Jain, P.K Financial Services, Tata McGraw Hill.

Course Name: Industrial Relations & Labour Enactments

Course Code: MGO-7131

Credits: 5

Course Objective: This course is designed to impart the participants with the knowledge, concepts and skills needed in industrial relations management. Industrial relation aims at maintaining healthy, harmonious and cordial relationship between the employees and management and amongst the employees. The course seeks to familiarize the participants with the concepts and techniques of Industrial relations.

Course Outcomes: The successful completion of this course shall enable the student to:

S. No.	Course Outcomes	Cognitive level
1	Enumerate conceptual understanding of various constituents of Industrial Relations.	Understand
2	Elaborate role of trade unions in maintaining harmonious industrial relationship.	Identifying
3	Identify and develop understanding various labour problems and their solutions	Apply
4	Acquire knowledge of various labour legislatives	Understand
5	Identify various tools of human welfare in industrial climate.	Analyze

Block I: Overview of Industrial Relations

Unit 1: Concept, Nature, Objectives of Industrial Relations;

Unit 2: Role of State; Employers' Organization; ILO in IR,

Unit 3: Central Organisations of Indian Trade unions: INTUC, AITUC, HMS and UTUC.

Block II: Trade Unions

Unit 4: Origin and growth, unions after independence, in the era of liberalisation;

Unit 5: Concept, objectives, functions and role of Trade Unions in collective bargaining;

Unit 6: Workers' participation in management;

Unit-7: Problems of Indian Trade Unions. Main provisions of the Trade unions Act, 1926

Block III: Labour problems

Unit 8: Discipline and misconduct; standing orders,

Unit 9: Grievance handling procedure; Labour turnover; Absenteeism;

Unit 10: Industrial accidents and Industrial unrest; Industrial Dispute Act, 1947;

Unit-11: Industrial Dispute Settlement Machinery in India.

Block IV: Labour legislations

Unit 12: National Wage Policy,

Unit 13: Minimum Wages Act 1948,

Unit-14: Payment of Bonus Act, 1965;

Unit 15: The Equal Remuneration Act, 1976

Block V: Health, Safety, Security and Labour Welfare

Unit 16: Industrial Health & Safety;

Unit 17: The Factories Act, 1948; Workmen's Compensation Act, 1923;

Unit 18: Employees' State Insurance Act, 1948; Payment of Gratuity Act, 1972; Employees Provident Fund Act.

Books Recommended/Suggested Reading:

1. Monappa A- Industrial Relations (Tata McGraw-Hill)

2. Sinha- Industrial Relations, Trade Unions, and Labour Legislation (Pearson Education)
3. Mamoria CB, Mamoria, Gankar- Dynamics of Industrial Relations (Himalayan Publication)
4. ND Kapoor, Industrial Relations and Labour Legislation

Course Name: Global HRM

Course Code: MGO-7132

Credits: 5

Course Objective: The objective of the course is to acquaint the students with the concepts and strategies of international human resource management and to enhance their skill to effectively manage human resource in international perspective.

Course Outcome: At the end of the course student would be able to

S. No.	Course Outcomes	Cognitive level
1	Explain HRM issues in international contexts	Understand
2	Analyze role that international culture and diversity in managing business	Apply
3	Demonstrate various issues related to selection process, expatriate management and repatriation.	Understand
4	Identify various concepts related to international training, compensation and appraisal.	Apply
5	Visualize emerging issues related to international mergers and industrial relations.	Analyze

Block I - Introduction:

Unit 1: Introduction to Global Human resource management;

Unit 2: IHRM in International Firms -the framework; Cross national differences in personnel

Unit-3: organizations- cultural factor in human resource policies;

Unit 4: Complexities and issues in managing human resource across countries; International HRM department and functions; Models of Global HRM.

Block II- International Cultural Environment:

Unit 5: The concept of culture, comparison of cross-cultural behaviour,

Unit 6: managing diversity- causes of diversity, the paradox of diversity,

Unit 7: Cultural orientation in international business, emic vs. etic dilemma- cultural uniqueness vs. pan-culturalism.

Block III-International Staffing:

Unit 8: Hiring– sources of international human resource power;

Unit-9: Staffing for international operations; Selection strategies for overseas assignments;

Unit: 10 : Hiring HCN's and TCN's; International transfers; Expatriate management-

Unit 11: Problems of repatriation of overseas expatriates and strategies to tackle these problems.

Block IV-Training, Development and Compensation in International Perspective:

Unit 12: Training and development for expatriates; Training and development for international staff

Unit 13: Compensation in international perspective- factors, package,

Unit-14: methods and trends; International reward system;

Unit 15: Motivation in cross-cultural context; Multinational performance appraisal – criteria and process, performance management.

Block V- Industrial Relations and Other Issues in IHRM:

Unit 16: A framework for international industrial relations; Employees participation – practices in various countries; Cross border ethics management;

Unit 17: Designing organizations for dynamic international environment; Comparative study of HRM practices in major global economies;

Unit 18: HRM in cross border mergers and acquisitions; Joint ventures, alliances and SMEs; IHRM trends- complexities, challenges, and choices in future.

Books Recommended/Suggested Reading:

1. Aswathappa, K. and Dash, S. (2008). *International human resource management*. India: Mc Graw Hill Education.
2. Barlett, Christopher and Sumantra, Ghoshal (1998). *Managing Across Borders: The Transnational Solution*. Harvard Business School Press.
3. Dessler, G. & Varkkey, B. (2008). *Human resource management*. Delhi: Pearson Education
4. Dowling, Peter J., Festing M. & Engle, A.D. (2013). *International Human Resource Management*. Cengage Learning.

Course Name: Negotiation & Counselling

Course Code: MGO-7133

Credits: 5

Course Objective: The objective of this course is to provide insights into handling behavioral issues at work place by developing counselling skills. It is also intended to facilitate a Describing of the structure and dynamics of negotiation.

Course Outcomes: After completing the course, the student shall be able to:

Course Outcome	Cognitive Level
CO1: Identify the basic concept Counselling.	Apply
CO2: Describe Techniques of Counselling.	Understand
CO3: Evaluate the problems of Counselling.	Evaluate
CO4: Determine the nature and need for negotiation.	Evaluate
CO5: Cope the role of negotiation.	Evaluate

Block:I Introduction to Counselling

Unit 1: Counselling: Introduction, Approaches to Counselling,

Unit 2: Goals and Process of Counselling; Counselling Procedures and Skills,

Unit 3: Organizational Application of Counselling Skills.

Block II: Techniques of Counselling

Unit 4: Changing Behaviours through Counselling;

Unit 5: Specific Techniques of Counselling;

Unit-6: Role conflicts of Managers and Counselling.

Unit 7: Application of Counselling in Specific

Block III Organizational Situations

Unit 8: Organizational Situations: Dealing with problem Subordinates;

Unit 9: Performance Management;

Unit-10: Alcoholism and Other Substance Abuse.

Unit 11: Ethics in Counselling.

Block IV Introduction to Negotiation

Unit 12: Negotiation: Introduction, Nature and need for negotiation, negotiation process,

Unit 13: Types and styles of negotiation; strategies and tactics;

Unit-14: barriers in effective negotiation,

Unit 15: Communication Style, Breaking Deadlocks.

Block V Ethics in negotiation

Unit 16: Role of trust in negotiations; negotiation and IT

Unit 17: Ethics in negotiation; cultural differences in negotiation styles

Unit 18: Gender in negotiations; context of mediation; negotiation as persuasion.

Books Recommended/Suggested Readings:

1. Singh Kavita - Counselling Skills for Managers (PHI)
2. Carroll, M.: Workplace counseling, Sage Publication.
3. Kottler, J. A., & Shepard, D. S.: Introduction to counselling: voices from the field, USA: Cengage Learning.
4. Moursund, J.: The Process of counselling and therapy, New Jersey: Prentice Hall.

Semester-IV

Course Name: Business Ethics and Corporate Governance

Course Code: MGO-7201

Credits: 5

Course Objective:

The purpose of this course is to develop the understanding about the role of corporations in society and boards' role in keeping oversight on the functioning of the company, global developments in Governance and Corporate Citizenship.

Course Outcome: At the end of the course student would be able to:

S. No.	Course Outcomes	Cognitive level
1	Elaborate various concepts of Ethics, morals and values to Students.	Understand
2	Enumerate basic understanding of various ethical theories and approaches	Understand
3	Identify impact of corporate governance on Business	Apply
4	Examine role of various board committees, their composition and responsibilities.	Analyze
5	Visualize various ethical issues such as conflicts of interest and insider trading	Understand

Block I: Introduction

Unit 1: Introduction to Ethics, Morals & Values,

Unit 2: Ethical Theories and Approaches– Teleological, Deontological,

Unit 3: Virtue and system development theories;

Unit-4: Conflict between moral demands and interest and Ethics in work.

Block II: Ethics in Business

Unit 5: Ethical Aspects in Marketing, Finance, HRM; Global Business Ethics.

Unit 6: Meaning of corporate philanthropy, CSR-an overlapping concept, corporate sustainability reporting,

Unit 7 : CSR through triple bottom line, CSR and business ethics,

Unit-8: CSR and corporate governance, environmental aspect of CSR, CSR models; drivers of CSR, global reporting initiatives.

Block III: Corporate Governance

Unit 9; Terminology: Company, corporate governance, promoter, shareholders, directors, managers, chairman, CEO, stakeholders;

Unit 10: Type of Directors: Insider and outsider, executive and non-executive, independent, nominee; Ownership and Control;

Unit-11: Theories and development of corporate governance; Models: Types and basis of adoption;

Unit 12: Principals of corporate governance; Implications of corporate scams; Global corporate governance movement.

Block IV: Role Players

Unit 13: Role of Board of Direct Role of board; Board composition, independence, and committees; Board leadership: Splitting chairman and CEO, CEO succession, lead director;

Unit 14: Board processes and meetings, Building professional Boards – Directors selection, executive compensation and stock option, directors’ training and competence, board diversity, board evaluation;

Unit 15: Boards oversight of CEO, Auditors, SEBI and Government; SEBI guidelines and clause 49; Growth of Corporate Governance in India.

Block V: Business Ethics and Corporate Governance

Unit 16: Introduction, Importance and need for Business Ethics in Indian Context,

Unit 17: Roots of unethical behaviour and issues,

Unit 18: Corporate governance ethics.

Books Recommended/Suggested Reading:

1. Fernando A.C - Corporate Governance: Principles, Policies and Practices – Pearson
2. Murthy CSV – Business Ethics: Himalaya
3. Velasquez – Business Ethics: Concepts and cases – Pearson/PHI

Course Name: Global Business Management

Course Code: MGO-7202

Credits: 5

Course Objective: To expose students to various perspectives and concepts in the field of Global Business Management.

Course Outcome: At the end of the course student would be able to:

S. No.	Course Outcomes	Cognitive level
1	Elaborate characteristics and components of Global business Management	Understand
2	Enumerate internationalization process and managerial implications of internationalization.	Understand
3	Assess economic, political, cultural, legal, technological and competitive environments and its influence on international markets.	Apply
4	Identify various concepts and theories of Foreign Direct Investment.	Analyze
5	Acquire knowledge of multilateral trade agreements and use it in decision making.	Understand

Block I: Globalization and International Management

Unit 1: Introduction to Global Business, Concept of globalization and international Management,

Unit 2: Reasons for going International, Stages in the Internationalization of Business,

Unit 3: Global Challenges; Global Business Theories.

Block II: International Marketing Environment and Marketing Strategy:

Unit 4: An overview of International Business Environment:

Unit 5: Economic Environment; Political environment; Legal environment;

Unit 6: Demographic Environment; Socio-Cultural Environment in Global perspective

Unit-7: International Marketing & Intelligence system.

Block III: Foreign Direct Investment-Theory and Application:

Unit 8: Nature of FDI, Forms of FDI, Modes of FDI Entry, Theories of FDI,

Unit 9: FDI Theories for Emerging Market Firms,

Unit 10: Effects of Foreign Direct Investment,

Unit-11: Foreign Investment in India, Outbound Indian FDI.

Block IV: Regional Economic Integration:

Unit 12: Levels of Economic Integration: Free Trade Area;

Unit 13: The Customs Union; The Common Market;

Unit-14: The Economic Union;

Unit 15: The Political Union; Effects of Integration; Regional Trading Agreements.

Block V: Trade and Investment Regulations:

Unit 16: Basic principles of Multilateral Trade Negotiations;

Unit 17: General Agreement on Tariffs and Trade; GATT; WTO; TRIPS; TRIPS; GATS; GATT

Unit 18 : WTO-Differences; WTO and India.

Books Recommended/Suggested Reading:

1. Justin Paul & Rajeev Aserkar: Export -Import Management; Oxford University Press, New Delhi.
 2. Rakesh Mohan Joshi: International marketing, Oxford University.
 3. Sumati Varma: International Business “Concept, Environment& Strategy”, Ane Books Pvt. Ltd., New Delhi
 4. Vyuptakesh Sharan: International Business “Concept, Environment and Strategy”, Pearson Education.
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Course Name: Consumer Behaviour & Marketing Communication

Course Code: MGO-7211

Credits: 5

Course Objective: Marketing involves decision making in areas like product, pricing, branding, distribution, and promotion. Consumers and customers subjected to these decisions with an aim to extract desired response. Marketing effectiveness can be significantly improved if these decisions based on consumer insights. Marketing success depends on a thorough understanding of why do consumers behave the way they do to marketing stimuli? The course aims to equip the participants to view marketing phenomena from a customer’s perspective.

Course Outcome: After completing the course, the student shall be able to:

Course Outcome	Cognitive Level
CO1 - Identify the key concepts and theories of consumer behaviour.	Remember
CO2 – Describe psychological theories relevant for describing consumer behaviour.	Understand
CO3 - Describe the group dynamics and consumer reference groups.	Understand
CO4 - Define Integrated Marketing Communication.	Understand
CO5 - Develop appropriate marketing strategies Advertising and Media Planning.	Apply

Block- 1: Introduction to consumer behavior

Unit-1: Marketing success and failure and consumer behavior:

Unit-2: Manager and consumer perspectives, strategy consistency and inconsistency

Unit-3: Consumer behavior models: Mapping consumer’s mind, deterministic and probabilistic approaches,

Unit-4: Howard and Sheth, Nicosia and Engle and Blackwell model.

Block 2:Consumer involvement

Unit-5: Consumer involvement: perceived risk, antecedents and consequences Consumer decision making:

Unit-6: Psychology of simplification, elaborate to routine buying Habit: loyalty,

Unit-7: inertia and strategic implications for incumbent and entrant.

Unit 8: Consumer perception and knowledge: categorization process and discrimination, Types of thresholds, consumer memory network,

Unit-9: Consumer learning: connectionist and non-connectionist approaches.

Block- 3: Consumer Motivation

Unit-10: Motivation and drive: theories and means and end chain, Hierarchical value mapping. Personality and self-concept influence:

Unit-11: Personality theories, Freud, Jung and Trait theories, consistency hypothesis, personality and image,

Unit-12: Measurement of personality and self-image, creating aspiration brand

Block- IV: Integrated Marketing Communication

Unit-13: Marketing Communication: Meaning and its objectives, Integrated Marketing Communication (IMC): concepts and process, IMC promotion Mix,

Unit-14: Advertising - Meaning, objectives its role and functions, Classification of advertising, economic, social and ethical issues in advertising,

Unit-15: DAGMAR approach, STP strategies in advertising, Advertising Agencies,

Block 5: Advertising and Media Planning

Unit-16: Process in Advertising

Unit-17: Advertising Creativity

Unit-18: Media Planning and Strategy

Books Recommended/Suggested Reading:

1. Berman B and Evans J R- Retail Management (Pearson Education)
2. Michael Lervy M and Weitz B W- Retailing Management (Tata McGraw-Hill)
3. Blackwell, R. D., Miniard, P. D., & Engle, J. F. (2009). Consumer behaviour. USA: Thomson-South Western.
4. Evans, M., Jamal, A., & Foxall, G. (2009). Consumer behaviour (2nd ed.). New Jersey: John Wiley & Sons.

Course Name: Marketing of Services

Course Code: MGO-7212

Credits: 5

Course Objective:

The purpose of this course is to familiarize the students with the role of Marketing of Services.

Course Outcome: At the end of the course student would be able to:

S. No.	Course Outcomes	Cognitive level
1	Explains the basic concepts about services.	Understand
2	Define the marketing mix in terms of service sector.	Understand
3	Expresses scales related service quality and productivity.	Apply
4	Identify various Strategies in services marketing	Analyze
5	Acquire knowledge of recent trends in marketing of services.	Understand

Block I: Introduction of Services Marketing

Unit 1: Concept, characteristics of services, service marketing triangle,

Unit-2: purchase process of service marketing, challenges of services.

Unit 3: Goods V/S services marketing

Unit 4: Consumer behaviour, positioning a service in Marketplace

Block II: Service Delivery

Unit 5: Service product price mix, promotion and communication mix,

Unit-6: Place/ distribution of services people, Physical evidence.

Unit 7: Branding of services problem and solutions

Unit 8: Options for Service Delivery

Block III: Service quality and productivity

Unit 9: Improving service quality and productivity

Unit 10: Service quality GAP model, Benchmarking,

Unit-11: Measuring service quality

Unit 12: Defining productivity improving productivity

Block IV: Strategies in services marketing

Unit 13: International and global strategies in services marketing

Unit 14: Factors favoring transactional strategy,

Unit 15: Elements of transactional strategy

Block V: Recent trends in marketing of services

Unit 16: Recent trends in marketing of services

Unit 17: Ethics in service marketing

Unit 18: Unethical practices in service sector

Books Recommended/Suggested Reading:

1. Verma H.V.: Marketing of Services, Global Business Press. New Delhi.
2. Nargundhar: Services Marketing Tata McGraw-Hill New Delhi
3. Rao: Services Marketing Pearson, New Delhi
4. Verma: Services Marketing Pearson, New Delhi

Course Name: Sales & Distribution Management

Course Code: MGO-7213

Credits: 5

Course Objective:

The purpose of this course is to familiarize the students with the role of sales & Distribution Management.

Course Outcomes: After completing the course, the student shall be able to:

Course Outcome	Cognitive Level
CO1 - Describe the objectives and Scope of Personal Selling.	Understand
CO2 – Detail market potential and sales forecasting methods.	Understand
CO3 - Evaluate sales Budget and distribution plans	Evaluate
CO4 - Explain distribution with other marketing variables.	Evaluate
CO5 - Explain diverse variables affecting the sales & distribution function.	Evaluate

Block I: Introduction to Sales Management

Unit 1: Introduction to Sales Management: Concept,

Unit 2: Evolution of sales function, Objectives of sales management positions,

Unit 3: Functions of Sales manager and their relation with other executives..

Block II: Salesmanship

Unit 4: Salesmanship: Theories of personal selling,

Unit 5: Types of Sales executives, Qualities of sales executives,

Unit 6: Personal selling process, Showroom & exhibition,.

Block III: Sales Organization and Relationship

Unit 7: Sales Organization and Relationship: Purpose of sales organization,

Unit-8: Types of sales organization structures,

Unit 9: Sales department external relations, Distributive network relations.

Unit 10: Sales Force Management: Recruitment and Selection,

Unit-11: Sales Training, Sales Compensation...

Block IV: Distribution channels

Unit 12: Distribution Planning, Role and Function of Intermediaries;

Unit 13: Selection and Motivation of Intermediaries;

Unit 14: Vertical & Horizontal Marketing; Channel Conflict

Block V: Distribution System and Logistics

Unit 15: Distribution System and Logistics, Physical Distribution System;

Unit-16: Different Modes of Transport in India;

Unit 17: Logistics– Functional Areas; Distribution Costs,

Unit 18: Supply Chain Management.

Books Recommended/Suggested Reading:

1. Donaldson B- Sales Management: Theory and Practice (Palgrave)
2. Sahu P K and Raut K C- Salesmanship and Sales Management (Vikas)
3. Spiro- Sales Management (Tata McGraw-Hill)
4. Davar R S- Salesmanship and Publicity (Vikas)

Course Name: Corporate Financial Restructuring

Course Code: MGO-7221

Credits: 5

Objectives: The course aims to facilitate understanding of corporate merger and acquisition activity, restructurings.

Course Outcomes: After completing the course, the student shall be able to:

Course Outcome	Cognitive Level
CO1 - Describe the Corporate Finance & Restructuring.	Understand
CO2 – Describe the dimensions of Mergers and Acquisitions	Understand
CO3 - Understand the valuation aspects of Corporate Restructuring	Understand
CO4 - Explain different approaches of valuation.	Evaluate
CO5 - Explain dimensions of Corporate Restructuring Financial Restructuring.	Evaluate

Block – I Introduction to Corporate Finance & Restructuring

Unit: 1 Overview of Corporate Finance & Restructuring Financial Strategy and Planning,

Unit: 2 Risk Evaluation and Capital Budgeting, Dividend and Retention Policies,

Unit-3: Designing Capital Structure

Unit: 4 Introduction to corporate restructuring, different forms,

Unit-5: motives & applications of corporate restructuring,

Block – II Mergers and Acquisitions

Unit: 6 Dimensions of Mergers and Acquisitions Mergers & acquisitions concept,

Unit-7: Types and process, Accounting for Mergers & Demergers,

Unit: 8 Regulatory frame work of mergers and acquisitions.

Unit: 9 Cross-Border Mergers & Acquisitions.

Block – III Valuation

Unit: 10 Valuation Aspects of Corporate Restructuring Methods of payment for M & A and Calculations of exchange ratio,

Unit: 11 Fundamental and methods of business valuation,

Unit: 12 Calculations of financial synergy and return,

Block – IV Approaches of valuation

Unit: 13 Different approaches of valuation

Unit: 14 Comparable Company & transaction analysis method,

Unit: 15 DCF, Real Option method, Formula approach for valuation and other important methods of valuation

Block – V Dimensions of Corporate Restructuring Financial Restructuring

Unit: 16 Dimensions of Corporate Restructuring Financial Restructuring & Divestiture,

Unit: 17 Funding Options for M&A. Strategic Alliances & Joint Ventures,

Unit: 18 Employee Stock Ownership, Going Private & Leveraged Buyouts

Books Recommended/Suggested Readings:

1. Corporate Restructuring, Bhagaban Das and Debdas Raskhit, Himalaya, Latest Edition
2. Financial Management, M Y Khan & P K Jain, TATA McGraw Hill, Latest Edition
3. Mergers& Acquisitions, B Rajesh Kumar, TATA McGraw Hill, Latest Edition
4. Mergers and Acquisitions, Aurora, Shetty and Kale, Oxford, Latest Publication

Course Name: Strategic Corporate Finance**Course Code: MGO-7222****Credits: 5**

Objectives: The course aims to facilitate understanding of corporate merger and acquisition activity, restructurings.

Course Outcomes: After completing the course, the student shall be able to:

Course Outcome	Cognitive Level
CO1 - Identify the key concepts Strategic Corporate Finance.	Remember
CO2 – Describe Management Buy-outs and Management Buy-ins.	Understand
CO3 - Describe the Restructuring of Firms.	Understand
CO4 - Develop appropriate understanding about potential purchaser.	Understand
CO5 - Explain the process of business and company valuation	Explain

Block – I Introduction to Strategic Corporate Finance:

Unit: 1 Introduction to Strategic Corporate Finance: Strategy Vs Planning, significance of strategy in financial decisions,

Unit: 2 Strategic Cost Management: Traditional costing Vs Strategic

Unit-3: Costing, Relevant costs Vs Irrelevant costs, Different types of strategic costing and their relevance

Unit: 4 Alternative sources of financing – Difference between traditional & alternative sources of finance, different types of alternative sources of financing.

Block – II Management Buy-outs and Management Buy-ins

Unit: 5 Management Buy-outs: Establishing feasibility of the buy-out,

Unit-6: negotiating the main terms of the transaction with the vendor including price and structure,

Unit:7 Developing the business plan and financial forecasts in conjunction with the buy-out team for submission to potential funders.

Unit: 8 Management Buy-ins: Management Buy-in/Buy-outs (“BIMBOs”), Vendor initiated buyouts/buy-ins.

Block – III Restructuring of Firms

Unit: 9 Financial Distress and Restructuring: Meaning of Bankruptcy, Factors leading to bankruptcy, symptoms and predictions (models) of bankruptcy,

Unit: 10 Reorganization of distressed firms, liquidation of firms. Company disposals: retirement sale or the sale of a noncore subsidiary, planned exit, forceful retirement and other disposals.

Unit: 11 Exit strategy most appropriate exit route, valuation, timing of sale and tax planning opportunities,

Block – IV Potential purchasers

Unit: 12 Identification of potential purchasers, approaching the potential purchaser

Unit: 13 Negotiate with potential acquirers and selection of a preferred purchaser, calculation of the various tax implications.

Unit: 14 Fundraising: identification of different sources of development capital, determination of capital structure

Unit-15: factors affecting the capital structure, cost of capital and cost saving strategy,

Block – V Business Valuation

Unit: 16 Company Valuation: an overview of valuation, valuation principles, methods, approaches and practices, Value enhancement tools & techniques

Unit: 17 Valuing Real Assets in the Presence of Risk: tracking portfolios and Real Asset valuation, Different Approaches of Valuing Real Assets, Capital Budgeting and Strategic policy, Real options.

Unit: 18 Other Strategic Issues: managing credit ratings, and setting dividend and share repurchase policy, problem of too much cash. The issues of stock liquidity and illiquidity, Strategic risk management,

Books Recommended/Suggested Readings:

1. AswathDamodaran: Corporate finance theory and practice; John Willey Sons, Inc
2. Jakhotia: Strategic Financial Management (Vikas Publication)

Course Name: Management of Working Capital

Course Code: MGO-7223

Credits: 5

Objectives: The objective of the course is to acquaint the students with the importance of the working capital and techniques used for effective working capital management.

Course Outcomes: After completing the course, the student shall be able to:

Course Outcome	Cognitive level
CO1: Describe the conceptual framework of working capital have an understanding the components of working capital.	Understand
CO2: Define cash management and Optimal Cash Balance	Demonstrate
CO3: Explain objectives of Receivables Management and credit policy.	Understand
CO4: Demonstrate Inventory Management and Inventory Control Systems	Understand
CO5: Identify sources of finance for Working Capital.	Apply

Block – I Introduction to Working Capital

Unit: 1 Concepts of Working Capital, Components of Current Assets,

Unit-2: Permanent and Variable Working Capital

Unit: 3 Determinants of Working Capital, Estimating Working Capital Needs,

Unit: 4 Currents Assets Financing Policy, Operating and Cash Conversion Cycle. Case Study

Block – II Cash Management

Unit: 5 Facets of Cash Management, Motives for Holding Cash,

Unit-6: Factors Determining Cash Needs,

Unit: 7 Cash Budgeting, long – term Cash Forecasting,

Unit: 8 Managing Cash Collections and Disbursements, Optimal Cash Balance, Investment of Surplus Cash.

Block – III Receivables Management

Unit: 9 Objectives, Credit Policy: Nature and Goals,

Unit: 10 Optimum Credit Policy, Credit Policy Variables, Credit Evaluation,

Unit: 11 Credit Granting Decisions, Collection Policy, Factoring.

Block – IV Inventory Management

Unit: 10 Nature of Inventories, Need to Hold Inventories,

Unit-12: Objectives of Inventory Management,

Unit: 13 Inventory Management Techniques,

Unit: 14 Analysis of Investment in Inventory, Inventory Control Systems.

Block – V Working Capital Finance

Unit: 15 Accruals, Trade Credit and other current liabilities,

Unit-16: Working Capital Advance by Commercial Banks,

Unit: 17: Regulation of Bank Finance, Public Deposits, Inter-corporate Deposits,

Unit: 18 Short-term Loans from Financial Institutions, Commercial Paper.

Books Recommended/Suggested Readings:

1. V. K. Bhalla, Working Capital Management: Text and Cases, New Delhi: Anmol Publisher, 2008.
2. M .Y. Khan and P. K. Jain, Financial Management - Text, Problems and Cases, New Delhi: Tata McGraw Hill, 2009
3. Hrishikesh Bhattacharya, Working Capital Management: Strategies and Techniques, New Delhi: Prentice Hall of India Private Ltd, 2009.

Course Name: Organizational Development

Course Code: MGO-7231

Credits: 5

Course Objectives:

To familiarize the students with fundamentals of organizational development, essential interventions and effective methods in organization development.

Course Outcomes: After completing the course, the student shall be able to:

Course Outcome	Cognitive Level
CO1 - Identify the basic concept organizational development.	Apply
CO2 – Describe Organizational Strategies for Change.	Understand
CO3 - Discuss the component of OD.	Analyze
CO4 - Explain the activities within an organization and recommend suitable OD interventions.	Evaluate
CO5 - Explain the Interpersonal and Team Development.	Evaluate

Block -I: Introduction of Organisational Development:

Unit: 1: Organisational Development: Introduction, Meaning and Definition,

Unit: 2: History of OD, Relevance of Organisational

Unit: 3: Development for Managers, Assumptions of OD.

Block -II: Change Process and Models:

Unit: 4: Organisational Change, Strategies for Change,

Unit: 5: Theories of Planned Change (Lewin’s change model, Action research model, Positive model),

Unit: 6: Action Research as a Process, Resistance to Change.

Block-III: Process of OD

Unit: 7: Process of OD, Components of OD program,

Unit 8 : OD program phases, Making an Entry,

Unit: 9: Developing Contract, Launch, Situational Evaluation, Closure.OD Interventions: An overview;

Unit: 10: Classification of OD Interventions: Team Interventions, Inter group and third party peace making interventions,

Unit 11: Comprehensive OD interventions, Structural Interventions.

Block-IV: OD Interventions:

Unit: 12: Evaluating OD Interventions: Evaluation, Types of Evaluation,

Unit: 13: Methods of Evaluating Interventions.

Unit: 14: Future of OD: Organisational Development and Globalization,

Unit 15: Emerging Trends in OD.

Block-V: Team Development

Unit: 16: Interpersonal and Team Development,

Unit: 17: Intergroup and Work Team Development,

Unit: 18: Transforming Entire Systems and Strategic Change

Books Recommended/Suggested Readings:

1. French, W.L., Bell, C.H. and Vohra V, Organization Development: Behavioral Science Interventions for Organization Improvement, Revised 6th Ed., Pearson.

2. Hackman, J.R. and Suttle, J.L., Improving Life at Work: Behavioural science approach to organisational change, Goodyear, California.

3. Harvey, D.F. and Brown, D.R., An experimental approach to Organization Development, 7th Ed. Prentice-Hall, Englewood Cliffs, N.J.

Course Name: Group and Team in Organization

Course Code: MGO-7232

Credits: 5

Course Objectives:

The objective of the course to orient the students of management towards the art and science of influence and Leadership in organizations.

Course Outcome: At the end of the course student would be able to:

S. No.	Course Outcomes	Cognitive level
1	Elaborate art and science of leadership and attain new insights about the most suited leadership style	Understand
2	Enumerate understanding of how to develop younger leaders.	Apply
3	Explain how to adapt and lead teams more effectively	Understand
4	Identify various skills related to the Interpersonal Communication.	Apply
5	Discuss importance of interpersonal trust in group decision Making.	Understand

Block – I Introduction to Leadership

Unit: 1: Leadership and management of team,

Unit 2: Approaches to leadership,

Unit: 3 Traits, Behavioral,

Unit 4: Sources of powers and influence

Unit 5: Leadership models, the SOAR Peak performance model.

Block – II Leadership Styles

Unit: 6 Contingency approach: Fiedlen Model

Unit 7: Situational leadership theory to effective leadership

Unit: 8 Situational and Transformational leadership

Unit: 9 Leadership in decision-making process.

Block – III Leadership in times of change

Unit: 10 Global implications

Unit: 11 Global leaders in Indian context – Steel King : strategies approach of steel kings Laxmi Nivas Mittal &Ratan Tata.

Unit: 12 Group as a Medium of Learning: Developing and Change.

Block – IV Group Cohesiveness

Unit: 13 Influence Processes

Unit: 14 Interpersonal Communication

Unit: 15 Interpersonal Awareness and Feedback Process.

Block – V Interpersonal Trust

Unit: 16 Group Decision Making;

Unit: 17 Group Synergy;

Unit: 18 Team Building.

Books Recommended/Suggested Reading:

1. Yukl-Leadership in Organisations, Pearson education
2. Hersey P; Blanchard K and Johnson D- Management of Organisational Behaviour, Prentice-Hall
3. Bennis, W.G. Essay in Interpersonal Dynamics. U.S.A., Dorsey Press
4. Kolb, D. etc. Organizational Behaviour: An Experiential Approach. Englewood Cliffs, New Jersey, PHI

Course Name: Training and Development**Course Code: MGO-7233****Credits: 5**

Course Objective: The objective of the course to orient the students of management towards the art and science of influence and Leadership in organizations.

Course Outcomes: After completing the course, the student shall be able to:

Course Outcome	Cognitive level
CO1 - Describe the concept of training and development to companies.	Understand
CO2 – Explain the various methods of training and development.	Understand
CO3 - Describe the steps of executive development programs.	Understand
CO4 - Evaluate the effectiveness of training and development programmes.	Evaluate
CO5 - Evaluate the emerging trends in training and development field.	Evaluate

Block I: Introduction

Unit 1: Training and Development- concept, rationale and nature; Training, Learning and Development interface;

Unit 2: Theories of management training and development and practical application of these theories in today's organisations;

Unit 3: Training needs assessment- meaning and purpose, different levels, various approaches, outputs, methods used in training needs assessment; Training and development as source of competitive advantage.

Block II: Training and Development Methodologies

Unit 4: Training– process and methods; human re-engineering; Principles of learning; Individual differences in learning, learning process.

Unit 5 : Learning curves, workmen training, re-training, government initiatives, self-directed work teams; Use of audio-visual aids in training; Computer aided instructions- distance learning, open learning, e- Learning; Technologies convergence and multimedia environment;

Unit 6 : Development techniques for enhancing decision–making and interpersonal skills- case-study, in-basket exercise, special projects, multiple management Programme learning, action learning,

Unit 7: Syndicate work, games, action maze, role play.

Block III: Executive Development

Unit 8: Importance of executive development, steps in organisation of a management development program/ executive development program, methods/ techniques of management development program;

Unit 9: Role of development officers, administrators, consultants, designers and instructors;

Unit 10 : Trends towards performance management and its impact on training professionals.

Block IV: Evaluation of Training and Development

Unit 11: Reasons for evaluating training and development programs, problems in evaluation; Evaluation planning and data collection- statistical methods;

Unit 12: Use of appropriate training and development software packages; Different evaluation frameworks, problems of measurement and evaluation, effective training follow-up;

Unit 13: Costing of training, measuring costs and benefits of training program, obtaining feedback of trainees; Kirkpatrick model of training effectiveness;

Unit 14: Training issues resulting from the external environment and internal needs of the company; L&D practices of 5 prominent corporations.

Block V: Emerging Trends in Training and Development

Unit 15: Career development and planning; Career development programmes and counseling; Group projects; Training for international assignments;

Unit 16: Gamification, team training and six sigma training; Electronic Enabled Training Systems (EETS)- concept and types, benefits and challenges in using EETS, concerns in implementation.

Unit 17 : EETS- availability, incorporation, extension, and learning renewals for EETS, use of EETS and its up scalability, follow up activities;

Unit 18: Training and development initiatives of some selected companies from private and public sectors and MNCs.

Books Recommended/Suggested Readings:

1. Blanchard, P. N., Thacker, J. W., & Ram, V. A. Effective Training: Systems, Strategies, and Practices. Dorling Kindersley (India) Pvt. Ltd.
2. Kumar, M., & Talwar, P. Human Resource Development. APH Publishing Corporation.
3. Lynton, R., & Pareek, U. Training for Development. New Delhi: Vistaar.
4. Noe, R. A., & Kodwani, A. D. (2012). Employee Training and Development (5th Edition ed.). Tata McGraw Hill.

Faculty and Support Staff

The University has identified the requisite faculty and support staff as mandated by UGC and formally they shall be allocated the required positions from amongst the existing faculty exclusively for ODL mode or fresh appointments as per requirement, shall be initiated for which Letter of Intent have been issued to the prospective faculty and staff. The course material prepared by this university will be on par with any open university/Distance education centre in the country.

Delivery Mechanism

The ODL of MU follows a modern ICT (Information & Communication Technology) enabled approach for instruction. The methodology of instruction in ODL of MU is different from that of the conventional/regular programs. Our ODL system is more learner-oriented and the learner is an active participant in the teaching-learning process. ODL of MU academic delivery system comprises:

A. Print Material

The printed material of the programme supplied to the students will be unit wise for every course.

B. Counselling Sessions

Normally, counselling sessions are held as per a schedule drawn beforehand by the Subject Coordinator. There will be minimum 15 contact hours required for 5 credit course. Classes will be held on the campus on Saturday and on Sunday of 2/1 hour duration for each course in face to face mode (In case of 2 credit course contact hours required are 6 hours, for 4 credit course contact hours required are 12 hours and in case of 6 credit course contact hours required 18 hours). Contact classes will be held in the campus on Saturdays and on Sundays.

C. Medium of Instruction

Medium of Course Instruction: English

Medium of Examination: English

Student Support Systems

Universities study Centres or Learner Support Centre shall be headed by a coordinator, not below the rank of Assistant professor and shall be augmented with academic and non-academic staff depending on the learner.

The university has made appropriate arrangements for various support services including counselling schedule and resource-oriented-services evaluation methods and dates both on and off line modes for easy and smooth services to the students through distance mode.

At present the university has only one study centre in the campus. The institution is not promoting any study centres outside the campus. All student support services will be provided to the student through a single window method/mode onsite and online.

F. Procedure for Admissions, Curriculum, Transaction and Evaluation

Admission Process

Admission to the MBA programme will be done on the basis of screening of candidate's eligibility on first come first serve basis. Admission shall not be a right to the students and MU, DDOE shall retain the right to cancel any admission at any point of time if any irregularity is found in the admission process, eligibility etc.

Maximum Duration

The maximum duration of the M.B.A. Programme is four years. Thereafter, students seeking completion of the left-over course(s) will be required to seek fresh admission. The student can complete his programme within a period of 4 years failing which he/she shall seek fresh admission to complete the programme.

Eligibility

A candidate should be a graduate in any discipline of course (10+2+3) / (10+2+4)/(10+3+3) with minimum 50% marks. Program.

Fee Structure

Name of the Program	Degree	Duration	Year	Registration Fee	Tuition Fee/Year	Exam Fee/Year	Total (in Rs.)
Master of Business Administration	PG	2 to 4 Years	1	1500	24000	2000	27500
			2		24000	2000	26000
Total							53500

Activity Schedule

S.NO.	Name of the Activity	Tentative months schedule(specify months) during year
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		From(Month)	To (Month)	From(Month)	To (Month)
1	Admission	Jul	Sep	Jan	Mar
2	Assignment submission (if any)	Sep	Oct	Mar	Apr
3	Evaluation of Assignment	Oct	Nov	Apr	May
4	Examination	Dec	Dec	Jun	Jun
5	Declaration of Result	Jan	Jan	Jul	Jul
6	Re-registration	Jul	Jul	Jan	Jan
7	Distribution of SLM	Jul	Sep	Jan	Mar
8	Contact Programmes (counselling, Practicals.etc.)	Sep	Nov	Mar	May

Credit System

MU, DDOE proposes to follow the 'Credit System' for most of its programs. Each credit amounts to 30 hours of study comprising all learning activities. Thus, a 8 credit course requires 240 hours, 6 credit course requires 180 hours, 5 credit course requires 150 hours, 4 credit course requires 120 hours and 2 credit course requires 60 hours of study. This helps the student to understand the academic effort to complete a course. Completion of an academic programme requires successful clearing of both, the assignments and the term-end examination of each course in a programme.

Duration of the Programme	Credits	Name of the Programme	Level of the Programme
2 Yrs.	105	M.B.A.	Master Degree

Assignments

Distance Education learners have to depend much on self-study. In order to ascertain the writing skill and level of comprehension of the learner, assignment work is compulsory for all learners. Each assignment shall consist of a number of questions, case studies and practical related tasks. The Assignment Question Papers will be uploaded to the website within a scheduled time and the learners shall be required to respond them within a specified period of time. The response of the learner is examined by a faculty member.

Evaluation: The evaluation system of the programme is based on two components:

Continuous Evaluation in the form of assignments (weightage 30%): This Component carries a weightage of 30%. There will be at least one graded assignment and test per course. These assignments are to be submitted to the Co-ordinator of the DDOE/Study Centre to which the student is assigned or attached with.

Term-end examination (weightage 70%): This will be held twice every year in the months of June and December. The students are at liberty to appear in any of the examinations conducted by the University during the year. A student will be allowed to appear in the Term-End Examination only after she/he has registered for that course and submitted the assignment. For appearing in the

Examination, every student has to submit an Examination form through online (www.mangalayatan.in)/ or offline before the due dates as given in the schedule of operations. If a student misses any term-end examination of a course for any reason, s/he may appear for any of them or all the courses subject to the maximum of 8 courses in the subsequent term-end examinations. This facility will be available until a student secures the minimum pass grade in the courses but up to a maximum period of four semesters, since the date of registration of the course is valid for four semesters. Beyond this period s/he may continue for another four semesters by getting Re-registration by paying fee again. In that case, the score of qualified assignments and/or term-end examination will be retained and the student will be required to complete the left out requirements of such re-registered courses. Minimum requirement for passing a course will be 50% marks.

G. Laboratory Support and Library Resources

The library of Mangalayatan University aims to empower the teaching mission and intellectual culture of the community through availability through an organized collection of information as well as instruction in its access, relevance and evaluation.

The University Library enriches advance learning and discovery by providing access to a broad array of resources for education, research and creative work to ensure the rich interchange of ideas in the pursuit of knowledge.

The Directorate of Distance Education of Mangalayatan University has initiated the process of setting up a dedicated Library for ODL program and acquiring printed books and e-books for this purpose. The required International and National subject journals are also provided. We have a full functioning community radio service onboard (90.4 FM). We already have annual journal subscriptions and the capacity can be enlarged at later stages as the University lines up with more online journals.

The collection of the Library is rich and diverse especially in terms of the breadth and depth of coverage. Collection encompasses subjects in Management, Commerce, Information Technology, Computer Applications, and other allied areas. This collection further includes Books, Research Journals, Project Reports/Dissertations and online Journals.

The University has well equipped Computer Laboratories, Lecture Capturing Systems, Audio Video facilities, ICT enabled class rooms, Wi-Fi facilities etc.

H. Cost Estimate of the Programme and the Provisions

Initial expenses have been done by the University in terms of provision of infrastructure, manpower, printing of self study material and other. The University intends to allocate expenses out of the total fee collection as per following details:

SLM Development and Distribution	:	20%
Postal Expense	:	10%
Salary and other Administrative expenses	:	60%
Future development	:	10%

Once programmes are operational, fee receipt from the programmes budget to be planed as per the guidelines of University Grants Commission.

I. Quality Assurance

The University has established the Centre for Internal Quality Assurance (CIQA) in the University campus. The CIQA will monitor and maintain the quality of the ODL programmes. It has the following objectives in making the compliances of quality implementations.

Objectives

The objective of Centre for Internal Quality Assurance is to develop and put in place a comprehensive and dynamic internal quality assurance system to ensure that programmes of higher education in the Open and Distance Learning mode and Online mode being implemented by the Higher Educational Institution are of acceptable quality and further improved on continuous basis.

Functions of CIQA

The functions of Centre for Internal Quality Assurance would be following

1. To maintain quality in the services provided to the learners.
2. To undertake self-evaluative and reflective exercises for continual quality improvement in all the systems and processes of the Higher Educational Institution.
3. To contribute in the identification of the key areas in which Higher Educational Institution should maintain quality.
4. To devise mechanism to ensure that the quality of Open and Distance Learning programmes and Online programmes matches with the quality of relevant programmes in conventional mode.
5. To devise mechanisms for interaction with and obtaining feedback from all stakeholders namely, learners, teachers, staff, parents, society, employers, and Government for quality improvement.
6. To suggest measures to the authorities of Higher Educational Institution for qualitative improvement.
7. To facilitate the implementation of its recommendations through periodic reviews.
8. To organize workshops/ seminars/ symposium on quality related themes, ensure participation of all stakeholders, and disseminate the reports of such activities among all the stakeholders in Higher Educational Institution.
9. To develop and collate best practices in all areas leading to quality enhancement in services to the learners and disseminate the same all concerned in Higher Educational Institution.
10. To collect, collate and disseminate accurate, complete and reliable statistics about the quality of the programme (s).
11. To ensure that Programme Project Report for each programme is according to the norms and guidelines prescribed by the Commission and wherever necessary by the appropriate regulatory authority having control over the programme.
12. To put in place a mechanism to ensure the proper implementation of Programme Project Reports.
13. To maintain are cord of Annual Plans and Annual Reports of Higher Educational Institution, review them periodically and generate actionable reports.
14. To provide inputs to the Higher Educational Institution for restructuring of programmes in order to make them relevant to the job market.
15. To facilitate system based research on ways of creating learner centric environment and to bring about qualitative change in the entire system.
16. To act as a nodal coordinating unit for seeking assessment and accreditation from a designated body for accreditation such as NAAC etc.
17. To adopt measures to ensure internalization and institutionalization of quality enhancement practices through periodic accreditation and audit.
18. To coordinate between Higher Educational Institution and the Commission for various qualities related initiatives or guidelines.

19. To obtain information from other Higher Educational Institutions on various quality benchmarks or parameters and best practices.
20. To record activities undertaken on quality assurance in the form of an annual report of Centre for Internal Quality Assurance.
21. It will be mandatory for Centre for Internal Quality Assurance to submit Annual Reports to the Statutory Authorities or Bodies of the Higher Educational Institution about its activities at the end of each academic session. A copy of report in the format as specified by the Commission, duly approved by the statutory authorities of the Higher Educational Institution shall be submitted annually to the Commission.

After enrolling in M.B.A. Programme of Mangalayatan University in ODL mode, student will exhibit leadership skill and ability to work effectively in teams. After completion of M.B.A Programme, student will participate in business decision making and bring synergy to their ventures.



Registrar
Mangalayatan University
Beswan, Aligarh

MANGALAYATAN UNIVERSITY, ALIGARH

**DIRECTORATE OF DISTANCE AND ONLINE
EDUCATION**



Registrar
Mangalayatan University
Beswan, Aligarh

PROGRAMME PROJECT REPORT

MASTER OF COMMERCE (M.Com.)

2023-24

M.Com. (Masters of Commerce)

Introduction

Master of Commerce (M.Com) with emphasis on Finance, Banking and Human Resources. The basic objectives of the program are to prepare the students with necessary conceptual, entrepreneurial and analytical skills required for handling modern and technical business operations at both national and international levels. M.Com. graduates are typically employed in fields related to their degree, such as financial services, marketing and project management; graduates also often work in general management and business consulting.

A. Programme's Mission and Objectives

Mission

To impart quality education to meet national and global challenges, blend theoretical knowledge with practical skills and pursue higher education, promote the use of new technologies in teaching and research, inculcate right values among students and encouraging promoting leadership qualities and making them socially sensitive citizens.

Objectives

The main objective of M.Com program. is to provide an opportunity to get a M.Com degree to those who find it too difficult or even impossible to pursue regular M.Com course at a University either due to their job commitments or certain other circumstances and help the learners, study at their own pace, and create an additional avenue of self-employment and also to benefit various financial/commercial/business institutions by providing them with suitable qualified persons.

B. Relevance of the Program with HEI's Mission and Goals

The vision and mission of HEI, Mangalayatan University, Aligarh are:

Vision:

To be an institution where the most formative years of a young mind are spent in the guided pursuit of excellence while developing a spirit of inquisitive questioning, an ability to excel in the pressure of a fast-changing professional world, and a desire to grow into a personality than a person, in an environment that fosters strong moral and ethical values, teamwork, community service and environment consciousness.

Mission:

- To be the enablers of the confluence of academic rigor and professional practicality.
- To bring global best practices to students through widespread use of technology.
- To empower our faculty to constantly develop new skills and excel professionally.
- To provide the best campus environment to students and faculty with all facilities to nurture their interest.

The M.Com. program of the University strives to realize its vision and mission by rectifying student centric issues on priority and also to empower local community with the help of various social clubs running in University like NSS, KADAM and Alumni association. The University Promotes Multidisciplinary and Allied research in various fields that supports and harnesses joyful learning environment. The goals of ODL(Open Distance Learning) program is to provide educational facilities to all qualified and willing persons who are unable to join regular courses due to personal or professional reasons. There are many potential learners

who cannot afford to join regular courses due to professional responsibilities and personal commitments. For such cases M.Com. through ODL mode can be helpful in increasing knowledge base and skill up-gradation.

The program aims to provide alternative path to wider potential learners who are in need of refresher courses to update their skills.

C. Nature of Prospective Target Group of Learners

Distance Education of Mangalayatan University (MU) shall target the working professional's executives as well as those who cannot attend a full-time program due to prior occupation or other assignments. The candidates desirous of taking admission in M.Com. program shall have to meet the eligibility norms as follows-

1. To obtain admission in M.Com. program offered through ODL mode, the learner must have completed graduation in commerce stream.

The ODL-M.Com. program offered by Mangalayatan University aims specially for working class people, people from Industry, business executives people who are designated at various government positions, academicians who seek to gain M.Com. Degree to amplify their credentials ,Business owners/Entrepreneurs, women/housewives. This gives an opportunity to the distance learner to attend distance programmes offer by the university to those who can't spare enough time to attend regular classes.

D. Appropriateness of Programme to be conducted in ODL mode to acquire specific skills and competence

The University has identified the following **Programme Learning Outcomes and Programme Specific Outcomes** as acquisition of specific skills and competence in M.Com. Program.

1) Programme Outcomes (PO's)

After completing the programme through ODL Mode, students will be able to:

PO: 1.Understand the principles of Accounting and Banking services for business decision-making.

PO: 2. Apply investment strategies from the perspective of financial institutions.

PO: 3. Analyze and interpret the influence of securities, forex, commodities and future market on the business.

PO: 4.Develop the knowledge, skill and attitude to creatively and systematically apply the principles and practices of commerce, accountancy, financial problems and work effectively in modern day business and non-business organizations.

PO: 5.Design and develop a solution for complex trade and commerce related problems in business.

2) Programme Specific Outcomes:

After completing the programme through ODL Mode, students will be able to:

PSO 1: To understand the basic concepts of the commerce, management, accounting & economics.

PSO 2: To develop moral values and professional code of ethics, to inculcate life skills and become a responsible citizen.

PSO 3: To understand rules and regulations of taxation , banking , insurance sector and investment

The University has taken care to introduce M.Com. programme taking into consideration, 1, and 2, above to maintain the quality and to face the competition at the National/International level.

E. Instructional Design

The program is divided into four semesters and minimum credit requirement is 84 to get M.Com. A degree in ODL mode from Mangalayatan University. Minimum time period for acquiring M.Com. degree will be two years and maximum time period to acquire M.Com degree is 4 years.

Evaluation Scheme

Semester-I						
S.N .	Course Code	Course Name	Credit	Continuous Assessment Marks	Term End Exam Marks	Grand Total
				Max.Marks	Max.Marks	
1	MCOM-101	Organization Theory and Behaviour	4	30	70	100
2	MCOM-102	Statistical Analysis	6	30	70	100
3	MCOM-103	Economic Analysis	4	30	70	100
4	MCOM-104	Accounting Theory and Practice	6	30	70	100
Total			20	120	280	400

Semester-II						
S.N .	Course Code	Course Name	Credit	Continuo us Assessment Marks	Term End Exam Marks	Grand Total

				Max.Mar ks	Max.Mar ks	
1	MCOM-201	Financial Management and Policy	6	30	70	100
2	MCOM-202	Business Environment	4	30	70	100
3	MCOM-203	Quantitative Techniques & Business Decision Making	6	30	70	100
4	MCOM-204	Marketing Management	4	30	70	100
Total			20	120	280	400

Semester-III						
S.N .	Course Code	Course Name	Cred it	Continuo us Assesse nt Marks	Term End Exam Marks	Gran d Total
				Max.Mar ks	Max.Mar ks	
1	MCOM-301	Strategic Management	6	30	70	100
2	MCOM-302	Research Methodology	6	30	70	100
3	MCOM-303	Management of financial institutions and services	4	30	70	100
4	MCOM-304	Banking Products and Services	4	30	70	100
Total			20	120	280	400

Semester-IV						
S.N .	Course Code	Course Name	Cred it	Continuo us Assesse nt Marks	Term End Exam Marks	Gran d Total
				Max.Mar ks	Max.Mar ks	
1	MCOM-401	International Business	6	30	70	100
2	MCOM-402	Human Resource Management	6	30	70	100
3	MCOM-403	Security Analysis and Portfolio Management	4	30	70	100
4	MCOM-404	Working Capital Management	4	30	70	100
6	MCOM-411	Dissertation	4	0	100	100
Total			24	120	380	500

MOOCS

The University shall give flexibility in opting for MOOC(Massive Online Open Courses) by the students pertaining to the prescribed curriculum and also the Credits earned in the MOOC courses may be dealt as part of the evaluation scheme as per UGC(Open and Distance Learning Programmes and Online Programmes) Regulations,2020.

Syllabi and Course Materials

Syllabi, PPR and self-learning materials are developed mostly by experienced faculty members of Mangalayatan University in consultation with contents experts and the same will be forwarded to CIQA and BoS/Academic Council/ Executive Council for further suggestions and approval.

Semester I

Course Name: Organization Theory and Behaviour

Course Code: MCOM-101

Credit 4

Course Objective: The objective of the course is to enable students to develop a theoretical understanding about organization structure and its behavior over time. The course will also make them capable of realizing the competitiveness for firms.

Course Outcome: At the end of the course student would be able to

Course Outcome	Mapping
CO1: Understand the concepts of organizational behaviour and its relation with business management.	Understand
CO2: Explain concepts of individual behaviour i.e., perception, attitude etc.	Explain
CO3: Demonstrate process involved in group behaviour i.e., group dynamics, group decision making etc.	Demonstrate
CO4: Describe the methods of leadership of a successful business owner/ manager.	Describe
CO5: Explain the organization system and process for smooth business operations.	Explain

Block I: Introduction

Unit 1: Emergence of organizational behavior;

Unit 2: Management and OB; Hawthorne studies and human relations school;

Unit 3: Challenges and opportunities for organizational behavior; Positive organizational behaviour.

Block II: Individual Behavior

Unit 4: Foundations of individual behavior; Perception; Attribution;

Unit 5: Personality; Attitude; Learning and Values;

Unit 6: Motivation – theoretical and practical dimension.

Block III: Group Behavior

Unit 7: Group dynamics; Cohesiveness and productivity;

Unit 8: Group decision making; Managing organizational conflict;

Unit 9: Managing misbehavior at work.

Block IV: Leadership

Unit 10: Influence, Power and Politics;

Unit 11: Leadership – theoretical and practical dimension.

Block V: Organization System & Processes

Unit 12: Organization Structure – foundation and types;

Unit 13: Climate and Ethos;

Unit 14: Communication; Organizational effectiveness & performance, managing change.

Books Recommended/Suggested Reading

1. Robbins, Stephen P. and Timothy A. Judge, Organizational Behaviour, Prentice -Hall, New Delhi.
2. Robins S.P., and Mathew, M., Organisational Theory: Structure, Design and Application, Prentice Hall of India Pvt. Ltd.
3. Luthans, Fred, Organizational Behaviour, McGraw-Hill, New York.
4. Sekaran, Uma, Organisational Behaviour: Text and Cases, Tata McGraw-Hill Publishing Co. Ltd.
5. Aswathappa, K., Organisation Behaviour, Himalaya Publishing House, New Delhi.

Course Name: Statistical Analysis

Course Code: MCOM-102

Credit 6

Course Objective: The objective of the course is to acquaint students with some of the important statistical techniques for managerial decision making. The emphasis will be on their applications to business and economics situations.

Course Outcome: At the end of the course student would be able to

Course Outcome	Mapping
CO1: Understand the concept of statistical data	Understand
CO2: Explain the concept of relation and regression	Apply
CO3: Analyse the time series model	Explain
CO4: Demonstrate the decision-making model	Demonstrate
CO5: Identify the hypothesis testing	Identify

Block I: Introduction

Unit 1: Meaning and definitions of Statistical Data; Applications of Statistics in Managerial decision-making;

Unit 2: Frequency Distributions; Measures of Central Tendency: Mean, Median, Mode and their implications;

Unit 3: Measures of Dispersion: Range, Quartile Deviation,

Unit 4: Mean Deviation and Standard Deviation.

Block II: Correlation and Regression

Unit 5: Meaning and uses of correlation and regression

Unit 6: Meaning and uses of correlation and regression

Unit 7: Various methods of calculation of Coefficients and their analysis:

Unit 8: Two Variable and Multi Variable Cases.

Block III: Analysis of Time Series

Unit 9: Concept; Additive model, Multiplication model,

Unit 10: Secular trend or Long term movement or Trend

Unit 11: Seasonal variation, Cyclical Variation;

Unit 12: Various methods of Time Series Analysis and their applications in business.

Block IV: Probability

Unit 13: Concept, its uses in business decision-making,

Unit 14: Addition and multiplication theorem of probability;

Unit 15: Binomial theorem and its applications

Unit 16: Probability Distribution: Concept, applications of Binomial, Poisson and Normal Distributions.

Block V: Estimation Theory and Hypothesis Testing

- Unit 17:** Estimation Theory and Hypothesis Testing: Sampling theory;
Unit 18: Formulation of Hypotheses;
Unit 19: Application of Z-test, t-test,
Unit 20: F-test
Unit 21: Chi-Square test. Techniques of association of Attributes & Testing.

Text and Reference Books

1. Business Statistics, 3rd Edition, JP Sharma, Pearson Publishing
2. Statistics for Management - Richard Levin, Pearson Publishing
3. Statistics for Management - G.C. Beri, Tata McGraw-Hill Education, 2010
4. Statistical Methods - Gupta S. P, Sultan Chand & Sons, 2002.

Course Name: Economic Analysis

Course Code: MCOM-103

Credit 4

Course Objective: The objective of this course is to enable the student to understand the different forms of markets. It is hoped that by the end of the course the student will be able to appreciate the subtle and the most fundamental issues involved in running the business.

Course Outcome: At the end of the course student would be able to

Course Outcome	Mapping
CO1: Understand theories and laws related to demand and the firm.	Understand
CO2: Apply the techniques to determine the price of production and cost	Apply
CO3: Explain concepts related to demand, supply, cost, production & pricing in different market conditions in managerial perspective.	Explain
CO4: Demonstrate understanding of macroeconomic indicators on business.	Demonstrate
CO5: Identify the conditions of trade cycles and economy in microeconomic environment.	Identify

Block I: Introduction to Managerial Economics

Unit 1: Basic concepts and principles of Economics,

Unit 2: Introduction to Managerial Economics: Nature, Scope,

Unit 3: Importance and Significance in decision making, Managerial Economist-Role, responsibilities and functions.

Block II: Demand, Supply and Revenue Analysis

Unit 4: Demand & supply analysis,

Unit 5: Consumer Preferences and choices. Demand Elasticity;

Unit 6: Types & its relevance, demand forecasting, revenue analysis.

Block III: Production & Cost Analysis

Unit 7: Cost: Concepts, measurement & analysis,

Unit 8: Production Function & its managerial applications,

Unit 9: Cost curves: traditional & modern approach, Production Function; Laws of returns.

Block IV: Pricing Decisions & Profit Planning

Unit 10: Market Structures, pricing under different market structures,

Unit 11: Perfect, imperfect and monopoly, Break Even Analysis; Profit Planning;

Unit 12: Oligopoly (Cournot's model, kinked demand curve model, prisoner's dilemma).

Block V: Macro Economics

Unit 13: Concepts of national Income and methods of its measurement,

Unit 14: Inflation: Theories,

Unit 15: Introduction to business cycles

Books Recommended/Suggested Readings

1. Geetika, Piyali Ghosh, Purba Roy Choudhury (Mc Graw Hill)
2. Mehta PL- Managerial Economics (Sultan Chand)
3. Dwivedi- Managerial Economics (Vikas)
4. Gupta- Managerial Economics (Tata McGraw-Hill)
5. Koutsyannis A- Modern Micro Economics (Macmillan)
6. Maheswari and Gupta- Managerial Economics (Sultan Chand)

Course Name: Accounting Theory and Practice

Course Code: MCOM-104

Credit 6

Course Objective: The main objective of this course is to make the students familiar with fundamental concepts and process of accounting, significant tools & techniques of financial analysis which form an important part of management planning & financial control system and help the management in resolving problems effectively.

Course Outcome: At the end of the course student would be able to

Course Outcome	Mapping
CO1: Identify differences between different forms of accounting—Financial, managerial and cost, the role of a Management Accountant.	Identify

CO2: Identify cost according to their associated activities and apply costing techniques for computing cost of products or services.	Identify
CO3: Understand the concepts and objectives of cost accounting, various costing methods used in manufacturing and non-manufacturing concerns.	Understand
CO4: Make decisions related to make or buy a particular input, operate at a loss or shut down, lease or buy a plant or fixed asset, expand or contract operations.	Understand
CO5: Prepare different forms of budgetary statements and identify and control material cost methods.	Apply

Block I: Accounting Framework I (Introduction to Accounting)

Unit 1: Introduction, Nature, scope and importance of Accounting, Book Keeping,

Unit 2: Accounting Process, Users of an Accounting information and their needs,

Unit 3: Accounting Equation, Role and Responsibilities of an Accountant;

Unit 4: GAAP and Accounting Standards-Indian and international.

Block II: Accounting Framework II (Accounting Books and Final Accounts)

Unit 5: Preparation of Journal, Ledger, Trial balance, Cash book & other subsidiary books,

Unit 6: Preparation of Trading, Profit & Loss A/c

Unit 7: Preparation of balance Sheet (with adjustments),

Unit 8: Depreciation Accounting

Unit 9: Preparation of BRS.

Block III: Cost Accounting

Unit 10: Meaning, importance of Cost Accounting,

Unit 11: Elements and classification of costs

Unit 12: Preparation cost sheet,

Unit 13: Inventory valuation.

Block IV: Management Accounting

Unit 14: Meaning, importance of Management Accounting,

Unit 15: Budgeting & Budgetary Control;

Unit 16: Preparation of Fixed & Flexible budget,

Unit 17: Zero Based Budgeting.

Block V: Financial Statements Analysis

Unit 18: Meaning, importance of financial Statement,

Unit 19: Ratio Analysis,

Unit 20: Preparation and Analysis of Fund Flow

Unit 21: Cash Flow Statements according to AS-3.

Books Recommended/Suggested Reading

1. Gupta, Shashi K. and Sharma R.K. (2008)- Accounting for Managerial Decisions, Kalyani Publications (Ludhiana)
2. Tulsian, P.C. (2009)- Financial Accounting, Tata McGraw Hill Publication, New Delhi
3. Shukla, S.M. (2009)- Advanced Accounting, SahityaBhawan Publication, Agra
4. Ramachandran, N. and Kakani, R.K. (2008)- Financial Accounting for Management, Tata McGraw Hill Publication, New Delhi
5. Gupta, R.L (2008)- Advanced Financial Accounting, S. Chand & Co, New Delhi

Semester II

Course Name: Financial Management and Policy

Course Code: MCOM-201

Credit 6

Course Objective: The objective of the course is to acquaint the students with the basic analytical techniques and methods of financial management of business firms. The course also provides students the exposure to certain sophisticated and analytical techniques that are used for taking financial policy decisions.

Course Outcome: At the end of the course student would be able to

Course Outcome	Mapping
CO1: Understand the core concepts and techniques of financial management.	Understand
CO2: Enumerate various techniques related to capital budgeting.	Understand
CO3: Develop ability to estimate a company's cost of capital and calculation of leverages.	Apply
CO4: Evaluate dividend policy of company and apply appropriate model on corporate dividend behavior.	Evaluate
CO5: Analysis of working capital needs of the company	Analysis

Block I: Nature of Financial Management

Unit 1: Scope of Finance; Finance Function; Finance Manager's role;

Unit 2: Role of Finance Manager; Financial Goal:

Unit 3: Profit Maximization V/s Wealth Maximization; Agency Problem;

Unit 4: Emerging role of Finance Manager

Block II: Valuation

Unit 5: Time Preference for money; Future Value; Sinking Fund; Present Value;

Unit 6: Valuation of Bonds and Shares: Basics of Bond Valuation,

Unit 7: Valuation of ordinary Shares, Valuation of Preference Share;

Unit 8: Linkages between Share Price, Earning and Dividends.

Block III: Cost of Capital, Operating, Financial Leverage and CoMBIed Leverage

Unit 9: The concept of opportunity cost of capital; Cost of Debt, Preference Capital and Equity Capital.

Unit 10: The weighted Average Cost of Capital; CAPM V/s

Unit 11: Dividend Growth Model;

Unit 12: Financial, operating and CoM BIed

Unit 13: Leverage- Concept and Measurement.

Block IV: Capital Structure Theories and Policy

Unit 14: Relevance of Capital Structure: NI and Traditional approach;

Unit 15: Irrelevance of Capital Structure: NOI Approach and MM hypothesis without taxes;

Unit 16: The trade-off theory; Determinants of an appropriate Capital structure,

Unit 17: Dividend Theory and Policy.

Block V: Management of Working Capital & Inventory Management

Unit 18: Meaning, significance and types;

Unit 19: Methods of assessing Working Capital requirements;

Unit 20: Norms of Bank Finance; Sources of Working Capital and factors affecting it;

Unit 21: ABC Analysis, EOQ Model, Safety Stock, Lead Time, etc.

Books Recommended/Suggested Reading:ndey, I.M ; Financial Management, Vikas Publishing House, New Delhi

1. Tulsian, P.C ; Financial Management, S. Chand & Co, Delhi

2. Chandra, Prasanna (2008)- Financial Management, Tata McGraw Hill, New Delhi

3. Khan & Jain: Financial Management, Tata McGraw Hill, New Delhi

4. Brealey, Richard A and Steward C. Myers (2006)- Corporate Finance, McGraw Hill

Course Name: Business Environment

Course Code: MCOM-202

Credit 4

Course Objective: To analyze the overall business environment and evaluate its various components in business decision making.

Course Outcome: At the end of the course student would be able to

Course Outcome	Mapping
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CO1 - Describe the process of globalization, its impact on the evolution and growth of international business and to appreciate the changing dynamics of the diverse international business environment.	Understand
CO2 - Analyze the theoretical dimensions of international trade and intervention measures adopted; to appreciate the significance of different forms of regional economic integration and to understand the concept of Balance of payment account and its components.	Analyze
CO3 - Explain the significance of different forms of regional economic integration and to appreciate the role played by various international economic organisations such as the WTO, UNCTAD, IMF and World Bank.	Understand
CO4 - Familiarize students with the international financial environment, and get them acquainted with the basic features of the foreign exchange market – its characteristics and determinants.	Understand
CO5 - Critically examine the concept and form of foreign direct investment, and to create awareness about emerging issues in international business such as outsourcing and ecological issues.	Analyze

Block I: Theoretical Framework of Business Environment

Unit 1: Concept, Significance, of Business Environment

Unit 2: Nature, Elements & Dimensions;

Unit 3: Environmental Scanning and Monitoring.

Block II: Economic Environment of Business

Unit 4: Significance and Elements; Economic Systems; Economic planning in India; Government Policies- Industrial,

Unit 5: Fiscal, Monetary, EXIM; Public Sector and economic development; Development banks and its relevance to Indian business;

Unit 6: Economic Reforms, Liberalization and structural adjustment programmes; Regulation of Financial Markets, SEBI.

Block III: Political and Legal Environment of Business

Unit 7: Critical elements; Government and business;

Unit 8: Changing dimensions of political and legal environment in India;

Unit 9: MRTP Act, Competition Act, FEMA and Licensing policy; Consumer Protection Act.

Block IV: Socio-cultural Environment

Unit 10: Social institutions, systems, values, attitudes, groups, etc;

Unit 11: Dualism in Indian society and problems of uneven income distribution;

Unit 12: Rural sector in India; Social Responsibility of Business; Consumerism in India.

Block V: International and Technological Environment

Unit 13: Multinational Corporations; Foreign collaborations and Indian business; NRIs and Corporate sector;

Unit 14: International Economic Institutions- WTO, World Bank, IMF and their importance to India; Foreign trade Policies;

Unit 15: Impact of Rupee devaluation; Technological environment in India; Policy on research and development; Intellectual Property Rights; Technology transfer.

Books Recommended/Suggested Reading

1. Adhikari, M- Economic Environment of Business, Sultan Chand & Sons
2. Alagh, Yoginder K- Indian Development, Planning and Policy, Vikas Publication
3. Aswathappa, K- Legal Environment of Business, Himalaya Publication
4. Chakravarty, S- Development Planning, Oxford University Press
5. Ghosh, Biswanath- Economic Environment of Business, Vikas Publication, New Delhi

Course Name: Quantitative Techniques for Business Decisions

Course Code: MCOM-203

Credit 6

Course Objective: To acquaint the students how to make better decisions in complex scenarios by the application of a set of advanced analytical methods. It couples theories, results and theorems of mathematics, statistics and probability with its own theories and algorithms for problem solving.

Course Outcome: At the end of the course student would be able to:

S. No.	Course Outcomes	Mapping
1.	Explain Introduction, Historical Background, Scope of Operations Research.	Understand
2.	Formulate and obtain the optimal solution for Linear Programming problems.	Apply
3.	Determine the optimal solution for Assignment problems and game theory.	Apply
4.	Determine the optimal solution for Sequencing Problem and Queuing Theory.	Apply
5.	Formulate Network models for service and manufacturing systems, and apply operations research techniques and algorithms to solve these Network problems	Apply

Block I: Operations Research Introduction

Unit 1: Introduction, Historical Background,

Unit 2: Scope of Operations Research,

Unit 3: Phases of Operations Research,

Unit 4: Types of Operations Research Models, Limitations of Operations Research

Block II: Linear Programming Problem & Transportation Problem

Unit 5: Linear programming: Mathematical formulations of LP Models for product-mix problems;
Unit 6: Graphical and simplex method of solving LP problems; duality.
Unit 7: Transportation problem: Various methods of finding Initial basic feasible solution North West Corner Method,
Unit 8: Least Cost Method & VAM Method: Optimal Solution-Stepping Stone & MODI Method, Maximization Transportation Problem

Block III: Assignment model & Game Theory

Unit 9: Assignment model: Hungarian Algorithm and its applications, Maximization Assignment Problem.
Unit 10: Game Theory: Concept of game; Two-person zero-sum game;
Unit 11: Pure and Mixed Strategy Games; Saddle Point; Odds Method;
Unit 12: Dominance Method and Graphical Method for solving Mixed Strategy Game.

Block IV: Sequencing & Queuing Theory

Unit 13: Sequencing Problem: Johnsons Algorithm for n Jobs and Two machines,
Unit 14: n Jobs and Three Machines, Two jobs and m - Machines Problems.
Unit 15: Queuing Theory: Characteristics of M/M/I Queue model; Application of Poisson
Unit 16: Exponential distribution in estimating arrival rate and service rate; Applications of Queue model for better service to the customers.

Block V: Replacement Problem & Project Management

Unit 17: Replacement Problem: Replacement of assets that deteriorate with time, replacement of assets which fail suddenly.
Unit 18: Project Management:
Unit 19: Rules for drawing the net work diagram,
Unit 20: Applications of CPM and PERT techniques in Project planning and control;
Unit 21: Crashing of operations.

Text Books

1. R.Panneer selvam-Operations Research(PHI,2nd Edition)
2. SharmaJK- Operations Research (Pearson,3rdEdition)

Reference Books

1. Apte- Operation Research and Quantitative Techniques (Excel Books)
2. S Kalawathy- Operation Research (Vikas IVth Edition)

Course Name: Marketing Management

Course Code: MCOM-204

Credit 4

Course Objective: The objective of this course is to train participants to apply concepts and techniques in marketing so that they become acquainted with the duties of a marketing manager. More specifically, they will be exposed to the development, evaluation, and implementation of marketing management in a variety of business environments.

Course Outcome: At the end of the course student would be able to

Course Outcome	Mapping
CO1: Understand importance and nature of marketing and concept of marketing decisions.	Understand
CO2: Explain concepts related to product and pricing decisions.	Explain
CO3: Demonstrate process involved with supply chain management i.e. distribution decisions.	Demonstrate
CO4: Describe issues and process involved with promotion planning strategy.	Describe
CO5: Identify the factors related to marketing planning, organizing and control..	Identify

Block I: Introduction

Unit 1: Nature & Scope of Marketing, evolution of Marketing,

Unit 2: Marketing Environment. Segmentation, Targeting and Positioning & Differentiation Strategies,

Unit 3: Marketing Organizations, Marketing Research

Block II: Product Management

Unit 4: Product, product levels, classifying products,

Unit 5: New Product Development, Product Differentiation,

Unit 6: Product Life Cycle, Branding, types of branding, Packaging & labeling

Block III: Pricing and Distribution

Unit 7: Concept of Pricing, Relationship between pricing and product cost,

Unit 8: Pricing objectives Pricing Policies and Methods,

Unit 9: Distribution Channel Management, Intermediaries, channel structure, managing relationships in the channel.

Block IV: Promotion Mix decision

Unit 10: Marketing Communication, Advertising;

Unit 11: Sales Promotion, Publicity & Personal Selling,

Unit 12: Public Relations and Direct Marketing.

Block V: Emerging Trends in Marketing

Unit 13: Marketing Ethics, (e-) marketing; (e-) services; (e-) Customer Relationship

Unit 14: Management; viral marketing,

Unit 15: Ambush marketing, green marketing.

Books Recommended/Suggested Reading:

1. Baines, Fill Page and Sinha; Marketing 2013
2. Marketing Management – Philip Kotler (Pearson)
3. Fundamentals of Marketing – Stanton
4. Marketing Management – V S Ramaswamy and S Namakumari (Macmillan)

Semester III

Course Name: Strategic Management

Course Code: MCOM-301

Credit 6

Course Objective: To expose students to various perspectives and concepts in the field of Strategic Management. The course would enable the students to understand the principles of strategy, formulation, implementation and control in organizations.

Course Outcome: At the end of the course student would be able to

Course Outcome	Mapping
CO1: To describe the role of Strategic Management	describe
CO2: To understand various levels at which Strategy exist namely Corporate, Business and Functional level	understand
CO3: To help students learn strategic management models	
CO4: To analyze how organizations make decisions in response to rapid changes that occur due to environmental changes.	analyze
CO5: To analyze how firms make entry into global markets and implement and evaluate strategy at an international level.	analyze

Block I: Strategy-Introduction

Unit 1: Concept, Levels at which strategy operates; Approaches to strategic decision making; Mission and Purpose,

Unit 2: Objectives and Goals; Strategic Business Units (SBUs);

Unit 3: Environmental Analysis & Diagnosis: Environment and its components;

Unit 4: Environmental Scanning & Appraisal; Organizational Appraisal; Strategic Advantage Analysis and Diagnosis.

Block II: Strategy and Structure

Unit 5: Structural considerations, Structures for strategies;
Unit 6: Organizational design and change.
Unit 7: Functional Strategies-Marketing, Production & Operations, Personnel,
Unit 8: Financial, R&D plans and policies.

Block III: Strategy Formulation and Choice of Alternatives

Unit 9: Strategies- modernization, diversification, integration;
Unit 10: Merger, take-over and joint strategies;
Unit 11: Turnaround, divestment and liquidation strategies;
Unit 12: Process of strategic choice, competitor and SWOT analysis;
Unit 13: Factors affecting; Generic competitive strategies- cost leadership, differentiation, focus, value chain analysis.

Block IV: Strategy Implementation

Unit 14: Inter-relationship between formulation and implementation,
Unit 15: Issues in strategy implementation;
Unit 16: Resource allocation,
Unit 17: Strategy Evaluation & Control: Overview and Techniques.

Block V: Global Issues in Strategic Management

Unit 18: Global challenges, Advantages & Disadvantages of international operations,
Unit 19: Communication differences across countries,
Unit 20: Worldwide tax rates & their impact,
Unit 21: Participation of international institutions for international business.

Books Recommended/Suggested Reading

1. Bhattacharya, S.K. and N. Venkataraman- Managing Business Enterprises: Strategies, Structures and Systems, Vikas Publishing House
2. Budhiraja, S.B. and M.B. Athreya- Cases in Strategic Management, Tata McGraw Hill
3. Coulter, Mary K- Strategic Management in Action, Prentice Hall
4. David, Fred R- Strategic Management, Prentice Hall
5. Kazmi, Azhar- Business Policy, Tata McGraw Hill

Course Name: Research Methodology

Course Code: MCOM-302

Credit 6

Course Objectives: The objectives of this course are-To familiarize students with basic of research, research process and enable the participants in conducting research work and formulating research synopsis and report.

Course Learning Outcome: After completing the course, the student shall be able to:

Course Outcome	Mapping
Describe meaning, scope and process of research.	Understand
Familiarize with research terminologies and various types of research design.	Understand
Get an insight into various scaling techniques and sources of data collection.	Apply
Get acquainted with various techniques of data analysis and its implications.	Analyze
Create enhanced Report writing skills	Apply

Block I: Research Formulation

Unit 1: Introduction, meaning of research,

Unit 2: Types, Role of research in important area

Unit 3: Process of Research,

Unit 4: Defining research Problems,

Unit 5: Hypothesis Formulation.

Block II: Research Elaborated

Unit 6: Research Design, Research plan, Concept of sample, Sample size,

Unit 7: Various types of sampling techniques.

Unit 8: Types of Data and Methods of its Collection; Questionnaire Design,

Unit 9: Precautions in preparation of questionnaire, Measurement scales.

Block III: Data Analysis and Interpretation-1

Unit 10: Processing of data

Unit 11: Analysis of Data by application of statistical tools,

Unit 12: various kinds of charts and diagrams used in data analyses

Unit 13: Application of Data Analysis.

Block IV: Data Analysis and Interpretation-2

Unit 14: Hypothesis Testing (Z-test, , , t-test)

Unit 15: F-test, ANOVA

Unit 16: Chi –square test

Unit 17: Multivariate Statistical techniques- Multiple regression, discriminate analysis, Factor analysis, Multivariate analysis of variance,

Unit 18: Conjoint analysis, Cluster analysis, Multidimensional Scaling, Role of computer in research, Excel- A tool for statistical analysis, SPSS, Interpretation and conclusion.

Block V: Report Writing

Unit 19: Report Writing, Significance of report writing, Steps in report writing,

Unit 20: Layout of research report, Types of reports; Appendices;

Unit 21: Bibliography, Characteristics of a good report; Precautions for report writing; Ethics in business research.

Books Recommended/Suggested Reading

1. Kothari CR- Research Methodology, New Age Publication
2. Panneer selvam R- Research Methodology (PHI)
3. Cooper, Donald, Schindler, Pamela- Business Research (TMH)
4. Bill Taylor, Gautam Sinha, TaposhGhoshal- Research Methodology (PHI)

Course Name: Management of Financial Institutions and Services

Course Code: MCOM-303

Credit 4

Course Objective: To encourage the acquisition of knowledge and skills relating to application of accounting concepts and techniques for business decisions, short-term and long-term/strategic decision-making models, cost management ideas along with budgeting and associated performance measurement practices.

Course Outcome: At the end of the course student would be able to

Course Outcome	Mapping
CO1: Understand fundamentals of financial system including financial sector reforms.	Understand
CO2: List sources for various interest rate theories and their implementation.	List
CO3: Create functional plans for financial and capital markets.	Create
CO4: Enumerate concept of banking, RBI and its policy evolution.	Understand
CO5: Identify various fund based and fee based financial services for fulfill the financial need of business and industry.	Identify

Block I: Introduction

Unit 1: An Introduction to Financial System, Components, Financial System and Economic Development,

Unit 2: Financial Inter-mediation, An overview of Indian Financial System since 1951,

Unit 3: Financial Sector Reforms since liberalization 1990-91.

Block II: Financial Markets & Capital Markets

Unit 4: Financial Markets: Money Market – functions, organization and instruments. Role of central bank In money market.

Unit 5: Indian Money Market – an overview. Capital Markets –Introduction, role and functions. Components of Capital market. Cash markets- Equity and Debt, Depository (NSDL, CDSL).

Unit 6: Primary and Secondary Markets –NSE, BSE, NIFTY, SENSEX. Role of Stock Exchanges in India. SEBI and Investor Protection.

Block III: Financial Institutions I

Unit 7: Financial Institutions: Commercial banking – introduction, classification, its role in financing

Unit 8: Commercial and consumer, recent developments like MUDRA financing,

Unit 9: Problem of NPAs, Bankruptcy and insolvency Act, Financial Inclusion.

Block IV: Financial Institutions II

Unit 10: Life and non-life insurance companies in India:

Unit 11: Public and private. Mutual Funds – Introduction and their role in capital market development.

Unit 12: Types of mutual fund schemes (open ended vs. close ended, Equity, Debt, Hybrid schemes and ETFs. Non-banking financial companies (NBFCs).

Block V: Financial Services Industry

Unit 13: Overview of financial services industry. Merchant Banking – pre and post issue management, underwriting. Regulatory framework relating to Merchant Banking in India.

Unit 14: Leasing and Hire Purchase, Consumer and Housing Finance, Venture Capital Finance, Factoring Services,

Unit 15: Credit Rating, Financial Advisory and Portfolio Management Services.

Books Recommended/Suggested Readings

1. Bhole, L.M., Financial Markets and Institutions. Tata McGraw Hill Publishing Company.
2. Kumar, V., Gupta, K., Kaur, M., Financial Markets, Institutions and Financial Services, Taxmann's Publications.
3. Khan M.Y. and Jain, P.K Financial Services, Tata McGraw Hill.

Course Name: Banking Products and Services

Course Code: MCOM-304

Credit 4

Course Objective: The objective of the course is to help the students develop an understanding of the basic inputs in Banking Products and Services.

Course Outcome: At the end of the course student would be able to

Course Outcome	Mapping
CO1: Understand various concepts of Banking Structure in India	Understand
CO2: Enumerate basic understanding of Banking products and services.	Explain

CO3: Analyze various forms of Accounts and documents.	Analyze
CO4: Understand Risk management in banks	Understand
CO5: Understand mechanism of Electronic Banking and its importance.	Understand

Block I: Introduction to Indian Banking System

Unit 1: Banking Structure in India; Evolution of Banks; Different types of Banks

Unit 2: Recent Developments in Indian Banking System

Unit 3: Commercial Banking in India Role and Functions of Commercial Banks

Block II: Banking products and services

Unit 4: Overview of different banking products and services-Banker and Customer Relations-Know your customer (KYC)

Unit 5: Credit management in banks, credit monitoring system in banks.

Unit 6: Role and Functions of Banks and Regulatory provisions

Block III: Accounts and documents

Unit 7: Opening of accounts and documents required for various types of customers.

Unit 8: Introduction to various Deposit Products and Credit Products of Banks

Unit 9: Working capital Loans and term loans, home loans, personal loans, Fixed Deposits, Recurring Deposits.

Block IV: Risk management in banks

Unit 10: Development and Role of New Banking Products & Services, Bancassurance

Unit 11: Importance of Risk management in banks-types of risk-impact and management Factoring & Forfaiting

Unit 12: Securitization, Credit Cards, Ancillary services: Remittances, safe deposit lockers.

Block V: Electronic Banking

Unit 13: Electronic Banking and its importance in the development of the nation's economy

Unit 14: Electronic banking products

Unit 15: Electronic Payment System-Home Banking (Corporate and personal).

Suggested Readings

1. Banking law and practice: Prof. Varshney
2. Banking law and practice: Prof. B.M.L. Nigam
3. Banking Products and Services: Indian Institute of Banking & Finance
4. Principles & Practices of Banking-By Indian Institute of Banking & Finance-Macmillan Publication.

Semester IV

Course Name: International Business

Course Code: MCOM-401

Credit 6

Course Objective: To expose students to various perspectives and concepts in the field of Global Business Management. The course would enable the students to understand concepts related to business decision making in Globalized India.

Course Outcomes: The successful completion of this course shall enable the student to:

Course Outcome	Mapping
CO1: Enumerate basic understanding of strategies of international business.	Understand
CO2: Understanding about procurement for international operations – international quality standards.	Understand
CO3: Explain the provisions of the factories act, 1948.	: Explain
CO4: Describe the globalization of markets and brands; international market segmentation, targeting and positioning.	Describe
CO5: Understanding the concept and various aspects of international human resource management	Understand

Block I: Globalization and International Management

Unit 1: Introduction to Global Business, Concept of globalization and international Management,

Unit 2: Reasons for going International, Stages in the Internationalization of Business,

Unit 3: Global Challenges;

Unit 4: Global Business Theories.

Block II: International Marketing Environment and Marketing Strategy

Unit 5: An overview of International Business Environment:

Unit 6: Economic Environment; Political environment; Legal environment;

Unit 7: Demographic Environment; Socio-Cultural Environment in Global perspective

Unit 8: International Marketing & Intelligence system.

Block III: Foreign Direct Investment-Theory and Application

Unit 9: Nature of FDI, Forms of FDI, Modes of FDI Entry,

Unit 10: Theories of FDI,

Unit 11: FDI Theories for Emerging Market Firms,

Unit 12: Effects of Foreign Direct Investment, Foreign Investment in India, Outbound Indian FDI.

Block IV: Regional Economic Integration

Unit 13: Levels of Economic Integration: Free Trade Area;

Unit 14: The Customs Union;
Unit 15: The Common Market;
Unit 16: The Economic Union;
Unit 17: The Political Union; Effects of Integration; Regional Trading Agreements.

Block V: Trade and Investment Regulations

Unit 18: Basic principles of Multilateral Trade Negotiations;
Unit 19: General Agreement on Tariffs and Trade;
Unit 20: GATT; WTO; TRIPS; TRIPS; GATS; GATT
Unit 21: WTO-Differences; WTO and India.

Books Recommended/Suggested Reading

1. Justin Paul & Rajeev Aserkar: Export -Import Management; Oxford University Press, New Delhi.
2. Rakesh Mohan Joshi: International marketing, Oxford university.
3. Sumati Varma: International Business “Concept, Environment& Strategy”, Any Books Pvt. Ltd., New Delhi
4. Vyuptakesh Sharan: International Business “Concept, Environment and Strategy”, Pearson Education.

Course Name: Human Resource Management

Course Code: MCOM-402

Credit 6

Course Objective: The objective of the course is to familiarize the students about the different aspects of managing people in the organizations from the stage of acquisition to development and retention.

Course Outcomes:

After completing the course, the student shall be able

Course Outcome	Mapping
CO1: Describe basic nature and importance of human resource management.	Understand
CO2: Analyze the current theory and practice of recruitment and selection.	Analyze
CO3: Realize the importance of performance management system in enhancing employee performance.	Understand
CO4: Recommend actions based on results of the compensation analysis and design compensation schemes that are cost effective, that increase productivity of the workforce, and comply with the legal framework.	Apply
CO5: Discuss the role of modern HRM in meeting challenges of changing business environment.	Analyze

Block I: Introduction

Unit 1: Conceptual foundations; Human aspect of management;

Unit 2: Human resource Management- concept, scope and importance;

Unit 3: Competencies of HR manager- employer branding and competency mapping;

Unit 4: Changing role of HRM- workforce diversity, Technological change, restructuring and rightsizing, empowerment;

Unit 5: TQM; Management of ethics.

Block II: Human Resource Planning, Job Analysis, and Job Design

Unit 6: Assessing human resource requirements;

Unit 7: Human resource forecasting;

Unit 8: Work load analysis; Job analysis; Job description and specifications;

Unit 9: Job design; Job characteristic approach to job design.

Block III: Recruitment, Selection, Training, and Development

Unit 10: Factors affecting recruitment; Sources of recruitment (internal and external);

Unit 11: Basic selection model; Psychological tests for selection; Interviewing;

Unit 12: Placement and induction; Job changes- Transfers, Promotions, and Separations;

Unit 13: An overview of training and development; Emerging trends in recruitment, selection, and development.

Block IV: Compensation Management, Performance Appraisal, and Audit

Unit 14: Compensation Management- Job evaluation, base compensation and supplementary compensation;

Unit 15: Innovations in compensation management- Pay band system, ESOP;

Unit 16: Performance appraisal- concept, traditional and modern methods-

Unit 17: MBO, 360 degree appraisal, 720 degree appraisal, behaviorally anchored rating scale, balanced scorecard; Potential appraisal.

Block V: Emerging Horizons of HRM

Unit 18: International HRM, challenges of international HR managers;

Unit 19: Green HRM; E-HRM; HRIS (Human Resource Information System);

Unit 20: Human resource audit; Contemporary issues in human resource management

Unit 21: Moonlighting phenomenon, employee engagement, flexi timing, psychological contract, managing protean career, layoffs.

Books Recommended/Suggested Reading

1. John Storey- Human Resource Management, Thomson Learning
2. R.S. Dwivedi- Managing Human Resources, Galgotia Publishing Company
3. Gary Dessler- Human Resource Management, Pearson Education
4. Aswathapa- Human Resource & Personnel Management, Tata McGraw Hill
5. Randy. L. Desimone, Jon & David Harris- Human Resource Development, Thomson.

Course Name: Security Analysis & Portfolio Management

Course Code: MCOM-403

Credit 4

Course objectives: To provide insight about the relationship of the risk and return and how risk should be measured to bring about a return according to the expectations of the investors and Portfolio management practices in India. Also to familiarize the students with the fundamental and technical analysis of the diverse investment avenues.

Course Outcome: At the end of the course student would be able to

Course Outcome	Mapping
CO1: Understand various concepts & theories related investment and risk-return analysis.	Understand
CO2: Enumerate basic understanding of fixed income securities.	Explain
CO3: Analyze various forms of Equity Analysis i.e. fundamental and technical analysis.	Analyze
CO4: Understand various approaches of portfolio building, analysis and management.	Understand
CO5: Understand mechanism of investment strategies and portfolio performance evaluation.	Understand

Block I: Investment Concepts

Unit 1: Investment Styles- Active and Passive Investment Styles; Momentum, Growth and Value

Unit 2: Investment Styles; Speculation; Gambling; Shorting; Trading; Hedging; Diversification;

Unit 3: Immunization; Arbitrage; Leveraging; margin Trading; ethical Investment

Block II: Fixed Income Securities

Unit 4: Bond Prices and Yields- Present Value Model of bond valuation,

Unit 5: Different bond- yield and return measures, The yield curve- Types, Interpretation and factors affecting it,

Unit 6: Theories related to yield curve, Duration and fixed income derivatives

Block III: Fundamental Analysis

Unit 7: Perfect Capital Markets; Efficient Market Hypothesis; Top- down V/s Bottom- up approach of fundamental analysis,

Unit 8: Economic Analysis- Main Macro Economic Variables, business cycles, Inter- Industry and Inter- Firm analysis; Industry Analysis- Industry Life Cycle,

Unit 9: Effect of business cycles on industries, Role of external factors, Demand- Supply analysis, Role of Pricing practices, Key factors of success, major types of risk faced by business

Block IV: Technical Analysis

Unit 10: Basic Philosophy, The Dow Theory, Select major chart patterns- Japanese Candlestick Charting,

Unit 11: Reversal Pattern in Japanese Candlestick Charting, Head and Shoulder Pattern, Double Top Formation, Rounding Top Formation,

Unit 12: Bar Charts, Points and Figure Charts, Relative Strength Index, Bollinger Bands, Elliot Wave Theory, Candlestick analysis

Block V: Portfolio Analysis and Selection

Unit 13: Portfolio Possibilities Curve, Efficient Frontier, Single Index Model, Multi Index Model,

Unit 14: Constructing the optimal portfolio using single index model, single index with shorting and constant correlation model,

Unit 15: Role of skewness, Beta (β), Capital Asset Pricing Model- Efficient Portfolios, other portfolios, CAPM assumptions, Arbitrage pricing model

Books Recommended/Suggested Reading

1. Amling: Fundamentals of Investment Analysis, Prentice Hall
2. Bhalla: Investment Analysis, S. Chand & Co
3. Chandratre, K.R. Capital Issue, SEBI & Listing, Bharat Publishing House
4. Fabozzi, Frank J: Investment Management, Prentice Hall, International Edition
5. MachiRaju, H.R.: Merchant Banking; Viley Eastern Ltd

Course Name: Working Capital Management

Course Code: MCOM-404

Credit 4

Course Objectives: The objective of the course is to acquaint the students with the importance of the working capital and techniques used for effective working capital management.

Course Outcome: At the end of the course student would be able to

Course Outcome	Mapping
CO1: To enable the Students to learn the Working Capital mechanism	Understand
CO2: To facilitate the understanding of the relevance of the working capital	Explain
CO3: Understanding of concepts, tools and techniques of working capital management	Analyze
CO4: Understand various approaches of inventory management	Understand
CO5: Understand mechanism of working capital	Understand

Block I: Introduction to Working Capital

Unit 1: Concepts of Working Capital, Components of Current Assets, Permanent and Variable Working Capital

Unit 2: Determinants of Working Capital, Estimating Working Capital Needs,

Unit 3: Currents Assets Financing Policy, Operating and Cash Conversion Cycle. Case Study

Block II: Cash Management

Unit 4: Facets of Cash Management, Motives for Holding Cash, Factors Determining Cash Needs,

Unit 5: Cash Budgeting, Long – term Cash Forecasting,

Unit 6: Managing Cash Collections and Disbursements, Optimal Cash Balance, Investment of Surplus Cash.

Block III: Receivables Management

Unit 7: Objectives, Credit Policy: Nature and Goals,

Unit 8: Optimum Credit Policies, Credit Policy Variables, Credit Evaluation,

Unit 9: Credit Granting Decisions, Collection Policy, Factoring.

Block IV: Inventory Management

Unit 10: Natures of Inventories Need to Hold Inventories, Objectives of Inventory Management,

Unit 11: Inventory Management Techniques,

Unit 12: Analysis of Investment in Inventory, Inventory Control Systems.

Block V: Working Capital Finance

Unit 13: Accruals, Trade Credit and other current liabilities, Working Capital Advance by Commercial Banks,

Unit 14: Regulations of Bank Finance, Public Deposits, Inter-corporate Deposits,

Unit 15: Short-term Loans from Financial Institutions, Commercial Paper.

Books Recommended/Suggested Readings

1. V. K. Bhalla, Working Capital Management: Text and Cases, New Delhi: Anmol Publisher, 2008.
2. M .Y. Khan and P. K. Jain, Financial Management - Text, Problems and Cases, New Delhi: Tata McGraw Hill, 2009
3. Hrishikesh Bhattacharya, Working Capital Management: Strategies and Techniques, New Delhi: Prentice Hall of India Private Ltd, 2009.

Faculty and Support Staff

The University has identified the requisite faculty and support staff as mandated by UGC and formally they shall be allocated the required positions from amongst the existing faculty exclusively for ODL mode or fresh appointments as required so, shall be initiated for which Letter of Intent have been issued to the prospective faculty and staff. The course material

prepared by this university will be on par with any open university/Distance education centre in the country.

Delivery Mechanism

The ODL of MU follows a modern ICT (Information & Communication Technology) enabled approach for instruction. The methodology of instruction in ODL of MU is different from that of the conventional/regular programs. Our ODL system is more learner-oriented and the learner is an active participant in the teaching-learning process. ODL of MU academic delivery system comprises:

A Print Material

The printed material of the programme supplied to the students will be unit wise for every course.

B. Counselling Sessions

Normally, counselling sessions are held as per a schedule drawn beforehand by the Subject Coordinator. There will be minimum 15 contact hours required for 5 credit course. Classes will be held on the campus on Saturday and on Sunday of 2/1 hour duration for each course in face to face mode (In case of 2 credit course contact hours required are 6 hours, for 4 credit course contact hours required are 12 hours and in case of 6 credit course contact hours required 18 hours). Contact classes will be held in the campus on Saturdays and on Sundays.

C. Medium of Instruction

Medium of Course *Instruction*: English

Medium of Examination: English

Student Support Systems

Universities study Centres or Learner Support Centre shall be headed by a coordinator, not below the rank of Assistant professor and shall be augmented with academic and non-academic staff depending on the learner.

The university has made appropriate arrangements for various support services including counselling schedule and resource-oriented services evaluation methods and dates both on and off line modes for easy and smooth services to the students of distance mode.

At present the university have only one study centre on the campus. The institution is not promoting any study centres outside the campus. All student support services will be provided to the student through a single window method/mode onsite and online.

F. Procedure for Admissions, Curriculum, Transaction and Evaluation

Admission Process

Admission to the M.Com. Programme will be done on the basis of screening of candidate's eligibility on first come first serve basis. The University will follow the reservation policy as per norms of the Government. Admission shall not be a right to the students and MU, DDOE shall retain the right to cancel any admission at any point of time if any irregularity is found in the admission process, eligibility etc.

Maximum Duration

- A. The maximum duration of the M.Com. Programme is four years. Thereafter, students seeking completion of the left-over course(s) will be required to seek fresh admission.
- B. The student can complete his programme within a period of 4 years failing which he/she shall seek fresh admission to complete the programme.

Eligibility

Commerce Graduate from a recognised University is eligible for admission into M.Com. programme.

Fee Structure

Name of the Program	Degree	Duration	Year	Registration Fee	Tuition Fee/Year	Exam Fee/Year	Total (in Rs.)
Master of Commerce	PG	2 to 4 Years	1	1500	12000	2000	15500
			2		12000	2000	14000
Total							29500

Activity Schedule

S.NO.	Name of the Activity	Tentative months schedule(specify months) during year			
		From(Month)	To (Month)	From(Month)	To (Month)
1	Admission	Jul	Sep	Jan	Mar
2	Assignment submission (if any)	Sep	Oct	Mar	Apr
3	Evaluation of Assignment	Oct	Nov	Apr	May
4	Examination	Dec	Dec	Jun	Jun
5	Declaration of Result	Jan	Jan	Jul	Jul
6	Re-registration	Jul	Jul	Jan	Jan
7	Distribution of SLM	Jul	Sep	Jan	Mar
8	Contact Programmes (counselling, Practicals.etc.)	Sep	Nov	Mar	May

Credit System

MU, DDOE proposes to follow the 'Credit System' for most of its programs. Each credit amounts to 30 hours of study comprising all learning activities. Thus, a 8 credit course requires 240 hours, 6 credit course requires 180 hours, 4 credit course requires 120 hours and 2 credit course requires 60

hours of study. This helps the student to understand the academic effort to complete a course. Completion of an academic programme requires successful clearing of both, the assignments and the term-end examination of each course in a programme.

Duration of the Programme	Credits	Name of the Programme	Level of the Programme
2 Yrs.	84	M.Com.	Master Degree

Assignments

Distance Education learners have to depend much on self study. In order to ascertain the writing skill and level of comprehension of the learner, assignment work is compulsory for all learners. Each assignment shall consist of a number of questions, case studies and practical related tasks. The Assignment Question Papers will be uploaded to the website within a scheduled time and the learners shall be required to respond them within a specified period of time. The response of the learner is examined by a faculty member.

Evaluation: The evaluation system of the programme is based on two components:

- A. Continuous Evaluation in the form of assignments (weightage 30%):** This Component carries a weightage of 30%. There will be at least one graded assignment and test per course. These assignments are to be submitted to the Co-ordinator of the DDOE/Study Centre to which the student is assigned or attached with.
- B. Term-end examination (weightage 70%):** This will be held twice every year in the months of June and December. The students are at liberty to appear in any of the examinations conducted by the University during the year. A student will be allowed to appear in the Term-End Examination only after she/he has registered for that course and submitted the assignment. For appearing in the Examination, every student has to submit an Examination form through online (www.mangalayatan.in)/ or offline before the due dates as given in the schedule of operations. If a student misses any term-end examination of a course for any reason, s/he may appear for any of them or all the courses subject to the maximum of 8 courses in the subsequent term-end examinations. This facility will be available until a student secures the minimum pass grade in the courses but up to a maximum period of four semesters, since the date of registration of the course is valid for four semesters. Beyond this period s/he may continue for another four semesters by getting Re-registration by paying fee again. In that case, the score of qualified assignments and/or term-end examination will be retained and the student will be required to complete the left out requirements of such re-registered courses. Minimum requirement for passing a course will be 40% marks.

G. Laboratory Support and Library Resources

The library of Mangalayatan University aims to empower the teaching mission and intellectual culture of the community through availability through an organized collection of information as well as instruction in its access, relevance and evaluation.

The University Library enriches advance learning and discovery by providing access to a broad array

of resources for education, research and creative work to ensure the rich interchange of ideas in the pursuit of knowledge.

The Directorate of Distance Education of Mangalayatan University has initiated the process of setting up a dedicated Library for ODL program and acquiring printed books and e-books for this purpose. The required International and National subject journals are also provided. We have a full functioning community radio service onboard (90.4 FM). We already have annual journal subscriptions and the capacity can be enlarged at later stages as the University lines up with more online journals.

The collection of the Library is rich and diverse especially in terms of the breadth and depth of coverage. Collection encompasses subjects in Management, Commerce, Information Technology, Computer Applications, and other allied areas. This collection further includes Books, Research Journals, Project Reports/Dissertations and online Journals.

The University has well equipped Computer Laboratories, Lecture Capturing Systems, Audio Video facilities, ICT enabled class rooms, Wi-Fi facilities etc.

H. Cost estimate of the Programme and the provisions

Initial expenses have been done by the University in terms of provision of infrastructure, manpower, printing of Self Study Material etc. The University intends to allocate expenses out of the total fee collection as per following details:

a) SLM Development and Distribution	:	20%
b) Postal and ICT Expenses	:	10%
c) Salary and other Administrative expenses	:	60%
d) Future Research development reserve	:	10%

Once programmes are operational, the programme budget from fee receipts will be planned as per the guidelines of University Grants Commission.

I. Quality Assurance

The University has established the Centre for Internal Quality Assurance (CIQA) in the University campus. The CIQA will monitor and maintain the quality of the ODL programmes. It has the following objectives in making the compliances of quality implementations.

Objectives

The objective of Centre for Internal Quality Assurance is to develop and put in place a comprehensive and dynamic internal quality assurance system to ensure that programmes of higher education in the Open and Distance Learning mode and Online mode being implemented by the Higher Educational Institution are of acceptable quality and further improved on continuous basis.

Functions of CIQA

The functions of Centre for Internal Quality Assurance would be following

- 1) To maintain quality in the services provided to the learners.
- 2) To undertake self-evaluative and reflective exercises for continual quality improvement in all the systems and processes of the Higher Educational Institution.
- 3) To contribute in the identification of the key areas in which Higher Educational Institution should maintain quality.

- 4) To devise mechanism to ensure that the quality of Open and Distance Learning programmes and Online programmes matches with the quality of relevant programmes in conventional mode.
- 5) To devise mechanisms for interaction with and obtaining feedback from all stakeholders namely, learners, teachers, staff, parents, society, employers, and Government for quality improvement.
- 6) To suggest measures to the authorities of Higher Educational Institution for qualitative improvement.
- 7) To facilitate the implementation of its recommendations through periodic reviews.
- 8) To organize workshops/ seminars/ symposium on quality related themes, ensure participation of all stakeholders, and disseminate the reports of such activities among all the stakeholders in Higher Educational Institution.
- 9) To develop and collate best practices in all areas leading to quality enhancement in services to the learners and disseminate the same all concerned in Higher Educational Institution.
- 10) To collect, collate and disseminate accurate, complete and reliable statistics about the quality of the programme(s).
- 11) To ensure that Programme Project Report for each programme is according to the norms and guidelines prescribed by the Commission and wherever necessary by the appropriate regulatory authority having control over the programme;
- 12) To put in place a mechanism to ensure the proper implementation of Programme Project Reports.
- 13) To maintain a record of Annual Plans and Annual Reports of Higher Educational Institution, review them periodically and generate actionable reports.
- 14) To provide inputs to the Higher Educational Institution for restructuring of programmes in order to make them relevant to the job market.
- 15) To facilitate system based research on ways of creating learner centric environment and to bring about qualitative change in the entire system.
- 16) To act as a nodal coordinating unit for seeking assessment and accreditation from a designated body for accreditation such as NAAC etc.
- 17) To adopt measures to ensure internalization and institutionalization of quality enhancement practices through periodic accreditation and audit.
- 18) To coordinate between Higher Educational Institution and the Commission for various quality related initiatives or guidelines.
- 19) To obtain information from other Higher Educational Institutions on various quality benchmarks or parameters and best practices.
- 20) To record activities undertaken on quality assurance in the form of an annual report of Centre for Internal Quality Assurance.
- 21) It will be mandatory for Centre for Internal Quality Assurance to submit Annual Reports to the Statutory Authorities or Bodies of the Higher Educational Institution about its activities at the end of each academic session. A copy of report in the format as specified by the Commission, duly approved by the statutory authorities of the Higher Educational Institution shall be submitted annually to the Commission.

After enrolling in M.Com. Programme to Mangalayatan University in ODL mode, student will exhibit research skills as well as competencies required for effective problem solving and right decision making in routine and special activities relevant to financial management and Banking Transactions of a business.

Registrar
 Mangalayatan University
 Beswan, Aligarh

MANGALAYATAN UNIVERSITY, ALIGARH

**DIRECTORATE OF DISTANCE AND ONLINE
EDUCATION**



PROGRAMME PROJECT REPORT

MASTER OF SCIENCE (MATHEMATICS)

2023-24

Registrar
Mangalayatan University
Beswan, Aligarh

M.Sc. (Mathematics)

Introduction

Master of Science in Mathematics (M.Sc. Mathematics) is a postgraduate program that focuses on advanced mathematical concepts and theories. This program is designed to help students develop a deep understanding of various mathematical principles and their applications in diverse fields such as engineering, physics, computer science, and finance. The curriculum includes topics such as advanced calculus, algebra, topology, number theory, and probability theory, among others. Students pursuing M.Sc. in Mathematics learn how to use mathematical models to solve real-world problems and develop critical thinking and analytical skills. Graduates of this program are well-equipped to pursue careers in academia, research, data analysis, finance, and many other fields that require strong quantitative skills.

M.Sc. Mathematics students are trained to work independently and collaboratively on research projects, helping them to develop valuable teamwork and communication skills. They are exposed to modern mathematical tools and techniques, such as computer simulations and programming languages, which further enhances their problem-solving abilities. This program also encourages students to apply their knowledge in practical settings, allowing them to develop innovative solutions to complex problems. This is a challenging and rewarding program that provides students with a strong foundation in mathematics and prepares them for a wide range of exciting career opportunities.

A. Programme's Mission and Objectives

Mission

- To cater and ensure excellent theoretical and practical training through teaching, counseling, and mentoring with a view to achieve professional and academic excellence.
- To connect with industry and incorporating knowledge for research enhancement.
- To generate, disseminate and preserve knowledge for the benefit and betterment of society.

Objectives

M.Sc. in Mathematics programme aims to provide students with advanced mathematical skills and knowledge in areas such as algebra, analysis, topology, geometry, and applied mathematics. The programme aims to develop students' skills in mathematical analysis, problem-solving, logical reasoning, and critical thinking. Additionally, it offers advanced coursework in specialized areas of mathematics such as algebra, topology, geometry, number theory, and applied mathematics. The programme also aims to provide students with the skills required to carry out independent research in mathematics, including skills in literature review, mathematical modeling, data analysis, and technical writing. Furthermore, the program prepares students for further studies in mathematics, including Ph.D. programmes or research-based careers in academia, industry, or government. Ultimately, the programme aims to prepare students for a wide range of career opportunities, including roles in academia, research, industry, finance, technology, and government, by providing them with the necessary skills and knowledge to succeed in these fields.

B. Relevance of the Programme with HEI's Mission and Goals

The vision and mission of HEI, Mangalayatan University, Aligarh are:

Vision:

To be an institution where the most formative years of a young mind are spent in the guided pursuit of excellence while developing a spirit of inquisitive questioning, an ability to excel

in the pressure of a fast-changing professional world, and a desire to grow into a personality rather than a person, in an environment that fosters strong moral and ethical values, teamwork, community service and environment consciousness.

Mission:

- To be the enablers of the confluence of academic rigor and professional practicality.
- To bring global best practices to students through widespread use of technology.
- To empower our faculty to constantly develop new skills and excel professionally.
- To provide the best campus environment to students and faculty with all facilities to nurture their interest.

M.Sc. (Mathematics) programme of the University strives to realize its vision and mission by rectifying student centric issues on priority and also to empower local community with the help of various social clubs running in University like NSS, KADAM and Alumni association. The University promotes multidisciplinary and allied research in various fields that supports and harnesses joyful learning environment. The goals of ODL (Open Distance Learning) program is to provide educational facilities to all qualified and willing persons who are unable to join regular courses due to personal or professional reasons. There are many potential learners who cannot afford to join regular courses due to professional responsibilities and personal commitments. For such cases M.Sc. (Mathematics) through ODL mode can be helpful in increasing knowledge base and skill up-gradation.

The program aims to provide alternative path to wider potential learners who are in need of refresher courses to update their skills.

C. Nature of Prospective Target Group of Learners

Distance Education of Mangalayatan University (MU) shall target the working professional's executives as well as those who cannot attend a full-time program due to prior occupation or other assignments. The candidates desirous of taking admission in M.Sc. (Mathematics) program shall have to meet the eligibility norms as follows-

1. *To obtain admission in M.Sc. (Mathematics) program offered through ODL mode.*
2. *The learner must have completed graduation in science stream (PCM/PCMB).*

D. Appropriateness of Programme to be conducted in ODL mode to acquire specific skills and competence

The University has identified the following **Programme Outcomes** and **Programme Specific Outcomes** as acquisition of specific skills and competence in M.Sc. (Mathematics) Program.

Programme Outcomes (PO's)

After completing the M.Sc. (Mathematics) programme through ODL Mode, students will be able to:

- a. PO1: Knowledge outcomes: Acquire knowledge and ability to develop creative solutions, and better understanding of the future developments of the subject. Also, evolve analytical and logical thinking abilities.

- b. PO2: Skill Outcomes: Learn and understand the new concepts and get prepared for placement by developing scientific skills. Further ability to communicate scientific information in a clear and concise manner.
- c. PO3: General Competence: Be able to understand the role of science in solving real life problems and get an ability to participate in debates and discussions constructively.
- d. PO4: Scientific Aptitude and Innovation: Know the recent developments, future possibilities and able to gather, assess, and make use of new information and applying this knowledge to find creative solutions.

Programme Specific Outcomes:

After completing the M.Sc. (Mathematics) programme through ODL Mode, students will be able to:

- a. PSO1: Evaluate hypotheses, theories, methods and evidence within their proper contexts.
- b. PSO2: Select, interpret and critically evaluate information from a range of sources that include books, scientific reports, journals, case studies and the internet.
- c. PSO3: Develop proficiency in the analysis of complex problems and the use of mathematical techniques to solve them.
- d. PSO4: Provide a systematic understanding of the concepts and theories of mathematics and their application in the real world – to an advanced level, and enhance career prospects in a huge array of fields.

E. Instructional Design

The program is divided into four semesters and minimum credit requirement is 76 to get M.Sc. (Mathematics) degree in ODL mode from Mangalayatan University. Minimum time period for acquiring M.Sc. (Mathematics) degree will be two years and maximum time period to acquire is 4 years.

Evaluation Scheme

Semester-I						
S. No.	Course Code	Course Name	Credit	Continuous Assessment Marks	Term End Exam Marks	Grand Total
				Max. Marks	Max. Marks	
1	MAL-6111	Abstract Algebra	4	30	70	100
2	MAL-6112	Classical Mechanics	4	30	70	100
3	MAL-6113	Partial Differential Equations	4	30	70	100
4	MAL-6114	Real Analysis	4	30	70	100
5	MAL-6115	Computer Graphics	4	30	70	100
6	MAP-6111	Computer Graphics Lab	2	0	100	100
Total			22	150	450	600

Semester-II						
S. No.	Course Code	Course Name	Credit	Continuous Assessment Marks	Term End Exam Marks	Grand Total
				Max. Marks	Max. Marks	
1	MAL-6211	Operations Research	4	30	70	100
2	MAL-6212	General Topology	4	30	70	100
3	MAL-6213	Complex Analysis	4	30	70	100
4	MAL-6214	Numerical Methods	4	30	70	100
5	MAL-6215	Programming in C	4	30	70	100
6	MAP-6211	Programming in C Lab	2	0	100	100
Total			22	150	450	600

Semester-III						
S. No.	Course Code	Course Name	Credit	Continuous Assessment Marks	Term End Exam Marks	Grand Total
				Max. Marks	Max. Marks	
1	MAL-7111	Research Methodology	6	30	70	100
2	MAL-7112	Axiomatic Set Theory	4	30	70	100
3	MAL-7113	Functional Analysis	4	30	70	100
4	MAL-7114	Integration Theory	4	30	70	100
5	MAL-7115	Measure Theory	4	30	70	100
Total			22	150	350	500

Semester-IV						
S. No.	Course Code	Course Name	Credit	Continuous Assessment Marks	Term End Exam Marks	Grand Total
				Max. Marks	Max. Marks	
1	MAL-7211	Mathematical Statistics	4	30	70	100
2	MAL-7212	Graph Theory	4	30	70	100
3	MAD-7211	Project	6	0	100	100
Total			14	60	240	300

MOOCs

The University shall give flexibility in opting for MOOCs (Massive Online Open Courses) by the students pertaining to the prescribed curriculum and also the credits earned in the MOOCs may be dealt as part of the evaluation scheme as per UGC(Open and Distance Learning Programmes and Online Programmes) Regulations,2020.

Syllabi and Course Materials

Syllabi, PPR and self-learning materials are developed mostly by experienced faculty members of Mangalayatan University in consultation with contents experts and the same will be forwarded to CIQA and BoS/Academic Council/ Executive Council for further suggestions and approval.

Semester: I

Course Name: Abstract Algebra

Code: MAL-6111

Credits: 4

Course Objectives: To provide students with a comprehensive understanding of the fundamental concepts, structures, and properties of abstract algebra, including groups and rings, enabling them to apply these concepts in various mathematical and theoretical contexts.

Syllabus

Block I: Basic Concepts of Groups

- Unit 1: Generating Sets
- Unit 2: Groups: Definitions and examples
- Unit 3: Subgroups and its examples
- Unit 4: Cyclic Groups

Block II: Permutation Groups, Isomorphism and Lagrange's theorem

- Unit 5: Permutation groups, Homomorphism
- Unit 6: Isomorphism and Automorphism
- Unit 7: Coset Decomposition, Lagrange's theorem
- Unit 8: Quotient Groups

Block III: Sylow Theorems and Direct Products

- Unit 9: Sylow p-subgroups
- Unit 10: Sylow groups in Sp^k
- Unit 11: Direct products
- Unit 12: Finite abelian groups

Block IV: Solvable and Nilpotent Groups

- Unit 13: Solvable Groups
- Unit 14: Nilpotent Groups
- Unit 15: Composition Series, Jordan Holder Theorem

Block V: Rings

Unit 16: Rings and Subrings

Unit 17: Characteristic and product of rings

Unit 18: Ideals and Ring homomorphisms

Unit 19: Integral domains

Unit 20: Euclidean domains and Principal ideal domains

Books Recommended/Suggested Reading:

1. *Herstein I. N.; Topics in Algebra, Wiley Eastern.*
2. *Dummit D. S. and Foote R. M.; Abstract Algebra, John Wiley & Sons.*
3. *Bhattacharya P. B., Jain S. K. and Nagpal S. R.; Basic Abstract Algebra, Cambridge University Press.*
4. *Gallian J. A.; Contemporary Abstract Algebra, Thomson Press.*
5. *Sahai Vivek and Bist Vikas; Algebra, Narosa Publishing House.*
6. *Malik D. S., Mordeson J. N. and Sen M. K.; Fundamentals of Abstract Algebra, McGraw-Hill.*
7. *Khanna V. K. and Bhambri S. K.; A Course in Abstract Algebra, Vikas Publishing House.*

Course Outcomes:

On successful completion of this course, students shall be able to:

1. Understand the basic concepts of groups, including generating sets, definitions, examples, subgroups, and cyclic groups.
2. Analyze permutation groups, homomorphism, isomorphism, automorphism, and Lagrange's theorem to identify patterns, structures, and relationships within abstract algebraic systems.
3. Apply their knowledge of quotient groups, Sylow theorems, direct products, and finite abelian groups to solve problems and prove theorems in abstract algebra.
4. Evaluate solvable groups, nilpotent groups, composition series, and the Jordan Holder theorem to assess the properties and classifications of algebraic structures.
5. Create and construct mathematical arguments and proofs related to rings, subrings, characteristic, product of rings, ideals, ring homomorphisms, integral domains, and Euclidean domains, demonstrating their ability to synthesize abstract algebraic concepts.

Semester: I

Course Name: Classical Mechanics

Code: MAL-6112

Credits: 4

Course Objectives: This course enables the students to revise Newtonian mechanics and introduces the Lagrangian formulation of mechanics. It emphasizes the understanding of Classical Mechanics using the Lagrangian and Hamiltonian approaches. Furthermore, students will understand various relations that remain valid when changing coordinate systems, emphasizing the utilitarian aspect. The course is intended to help learners in relativity, differential geometry, engineering mathematics, etc.

Syllabus

Block I: Classical Mechanics Fundamentals and Principles

Unit 1: General idea of Newtonian physics; Mechanics of a particle, mechanics of a system of particles

Unit 2: Constraints, generalized coordinates, D'Alembert's principle and Lagrange's equations

Unit 3: Hamilton's principle, derivation of Lagrange's equations from Hamilton's principle, extension of Hamilton's principle to non-holonomic systems

Unit 4: Conservation theorems and symmetry properties, Generalized momenta, cyclic co-ordinates

Block II: Canonical Transformations and Hamilton-Jacobi Method

Unit 5: Equation of canonical transformation, examples of canonical transformation

Unit 6: Poisson and Lagrange brackets and their invariance under canonical transformation, Jacobi's Identity, Poisson's Theorem

Unit 7: Equations of motion infinitesimal canonical transformation in the Poisson bracket formulation

Unit 8: Hamilton Jacobi Method, Generating functions.

Block III: Celestial Mechanics and Small Oscillations

Unit 9: Two body central force problem: bound state, reduction of two-body problem to one body problem

Unit 10: Motion in a central force field, The virial theorem, the inverse square law of force

Unit 11: The motion in central force in the Kepler problem

Unit 12: Concept of small oscillations, eigen value equation, simple application (CO₂), Normal coordinates and modes

Block IV: Introduction to Tensors

Unit 13: Elementary idea of tensors: co-variant, contra variant and mixed tensor

Unit 14: Addition, subtraction, multiplication of Tensors

Unit 15: Characterization of tensors, quotient law

Block V: Relativistic mechanics

Unit 16: Four dimensional representation of the Lorentz transformations, covariance of the laws of nature

Unit 17: Four vectors; velocity momentum, force and their transformation, equation of motion of a point particle in four vector form

Unit 18: Relativistic Lagrangian and Hamiltonian of a charged particle in an em field

Books Recommended/Suggested Reading:

1. *Goldstein H.; Classical Mechanics, 2nd edition, Narosa Publishing House.*
2. *Rana N.C. and Joag P. S.; Classical Mechanics, McGraw-Hill Education.*
3. *Gupta K. C.; Classical Mechanics, Wiley Publication.*
4. *Moller, M.C.; Theory of relativity, Oxford University.*

Course Outcomes

On successful completion of this course, students shall be able to:

1. Identify the motion of a mechanical system using the Lagrange-Hamilton formalism.
2. Demonstrate understanding of the shifting theorems, Fourier integral theorems, and the inverse Fourier sine and cosine transforms by applying them to appropriate examples.
3. Compare Lagrangian and Hamiltonian formalisms, Galilean and Lorentz transformations, and various reference frames.
4. Apply the theory of relativity to determine time dilation, length contraction, and simultaneity.
5. Explain the cause-effect relationship between coordinates, the transformation of mathematical quantities from one space to another, and their expressions.

Semester: I

Course Name: Partial Differential Equations

Code: MAL-6113

Credits: 4

Course Objectives: The main objectives of this course are to teach students to form and solve partial differential equations and use them in solving some physical problems.

Syllabus

Block I: Basic concepts and First order PDEs

Unit 1: Definition of a partial differential equation, Formation of partial differential equations, equations easily integrable.

Unit 2: Classification of first order partial differential equations and their solutions.

Unit 3: Solution of quasilinear partial differential equations of first order by Lagrange's Method.

Unit 4: Non-linear partial differential equation of first order with two independent variables (Charpit's method).

Block II: First order PDEs

Unit 5: Integral surfaces of first order quasilinear partial differential equations through a given curve.

Unit 6: Cauchy's problem for first order partial differential equations.

Unit 7: Cauchy's method of characteristics,

Unit 8: Compatible system of first order partial differential equations;

Block III: Second order PDEs

Unit 9: Classification of second order linear partial differential equations.

Unit 10: Characteristics and canonical forms for hyperbolic and parabolic equations.

Unit 11: Solution of quasilinear partial differential equation of second order by Monge's Method

Unit 12: Monge's Method of Integrating.

Block IV: Higher order PDEs

Unit 13: Homogeneous linear partial differential equations of higher order with constant coefficients.

Unit 14: Non-homogeneous partial differential equations of higher order with constant coefficients.

Unit 15: Reducible and Irreducible equations.

Unit 16: Equations reducible to linear partial differential equations with constant coefficients.

Block V: Series Solution of Differential Equations

Unit 17: Introduction, Frobenius Method, Solution near a Regular Singular Point.

Unit 18: Some Cases of Failure of the Method of Frobenius.

Unit 19: Legendre's Equation, General Solution of Legendre's Equation.

Unit 20: Orthogonal Properties of Legendre's Polynomials.

Books Recommended/Suggested Reading:

1. Evans L. C.; *Partial Differential Equations, Graduate Studies in Mathematics.*
2. Jurgen Jost; *Partial Differential Equations, Graduate Text in Mathematics, Springer Verlag Heidelberg.*
3. Robert C. Mcowen; *Partial Differential Equations: Methods and Applications, Pearson Education Inc.*
4. John Fritz, *Partial Differential Equations, Sringer-Verlag.*
5. Sneddon I. N.; *Elements of Partial Differential Equations, McGraw-Hill.*
6. Raisinghania M. D.; *Ordinary and Partial Differential Equations, S. Chand & Sons.*
7. S. L. Ross: *Differential equations, John Wiley and Sons, 2004.*

Course Outcomes

On successful completion of this course, students shall be able to:

1. Formulate and classify partial differential equations.
2. Solve Cauchy problems for first and second order PDE and their solutions by using method of characteristic.
3. Solve linear and nonlinear partial differential equations using various methods and apply these methods in solving some physical problems.
4. Classify partial differential equations and transform into canonical form.
5. Solve homogeneous linear partial differential equations of higher order.

Semester: I

Course Name: Real Analysis

Code: MAL-6114

Credits: 4

Course Objectives: To understand the uniform convergence, sequence and series of real valued functions, the properties of certain real-valued functions and Riemann integration of bounded functions on a closed and bounded interval.

Syllabus

Block I: Review of Properties of Real Numbers

Unit 1: Topology of Real Numbers

Unit 2: Sequence and Series of Real Numbers

Unit 3: Limit, Continuity and Differentiability of Single Variable Functions

Block II: Analytic Functions

Unit 4: Power Series

Unit 5: Exponential Functions

Unit 6: Logarithmic Functions

Unit 7: Trigonometric Functions

Block III: Sequence and Series of Functions

Unit 8: Pointwise Convergence

Unit 9: Uniform Convergence

Unit 10: Tests for Uniform Convergence

Block IV: Functions of Several Variables

Unit 11: Limit

Unit 12: Continuity

Unit 13: Partial Derivatives and Differentiability

Block V: Riemann Integral

Unit 14: Functions of Bounded Variation

Unit 15: Definitions and Existence of the Integral

Unit 16: Riemann Sums

Unit 17: The Fundamental Theorem of Calculus

Books Recommended/Suggested Reading:

1. Walter Rudin; *Principles of Mathematical Analysis*, McGraw-Hill International.
2. Malik S. C. and Arora Savita; *Mathematical Analysis*, New Age International Publication.
3. Mapa S. K.; *Introduction to Real Analysis*, Levant Books.
4. Bartle R. G. and Sherbert D. R.; *Introduction to Real Analysis*, Wiley Edition.
5. Apostol T.M.; *Mathematical Analysis*, 2nd Ed., Narosa Distributors, New Delhi, 2002.
6. Kumar A. and Kumaresan S.; *A Basic Course in Real Analysis*, CRC Press.

Course Outcomes:

On successful completion of this course, students shall be able to:

1. Understand and analyze the topology of real numbers.
2. Investigate limits, continuity, and differentiability of single-variable functions.
3. Study and manipulate power series, exponential functions, logarithmic functions, and trigonometric functions.
4. Apply tests for uniform convergence to analyze the behavior of functions.
5. Apply Riemann sums and the Fundamental Theorem of Calculus to evaluate integrals.

Semester: I

Course Name: Computer Graphics

Code: MAL-6115

Credits: 4

Course Objectives: To provide students with a solid foundation in the principles and techniques of computer graphics, including graphic systems, output primitives, transformations, windowing and clipping techniques, and animation. Students will gain the necessary knowledge and skills to create and manipulate digital graphics for various applications.

Syllabus

Block I: Graphic Systems

Unit 1: Display devices, Physical input and output devices.

Unit 2: Display processors graphics software coordinate representation.

Unit 3: Graphics functions and standards.

Block II: Output Primitives

Unit 4: Point plotting, Line drawing algorithms – DDA algorithms, Bresenham's line algorithms.

Unit 5: Circle generating algorithms, ellipses.

Unit 6: Attributes and construction techniques.

Block III: Two-Dimensional Transformations

Unit 7: Basic transformations-translations, rotation, matrix representation and homogeneous coordinates.

Unit 8: Composite transformations-scaling relative to a fixed pivot, rotation about a pivot point.

Unit 9: General transformation equations, other transformation-reflection.

Block IV: Windowing and Clipping Techniques

Unit 10: Windowing concepts clipping algorithms.

Unit 11: Area clipping, line clipping, polygon clippings, text clipping.

Unit 12: Blanking, window-to-viewpoint transformation, Cohen Sutherland algorithm.

Block V: Animation Techniques

Unit 13: Animation perspectives, computer animation hardware.

Unit 14: Computer animation software and applications, PC animation.

Unit 15: Concept of simulations.

Books Recommended/Suggested Reading:

1. Chopra R.; *Computer Graphics: with an Introduction to Multimedia*, S. Chand Publications.
2. Boreskov A., Shikin E.; *Computer Graphics*, CRC Press.

3. *Sinha A. N., Udai A. D.; Computer Grapics, McGraw Hill Education.*
4. *Marschner S. and Shirley P.; Fundamentals of Computer Graphics, CRC Press.*

Course Outcomes:

On successful completion of this course, students shall be able to:

1. Understand graphic systems, including display devices, input/output devices, graphics software, coordinate representation, and graphics functions and standards.
2. Apply various output primitives, such as point plotting, line drawing algorithms (DDA and Bresenham's algorithms), circle generating algorithms, and ellipses, to create basic shapes and construct graphical elements.
3. Analyze and perform two-dimensional transformations, including translations, rotations, scaling, reflection, and composite transformations, using matrix representation and homogeneous coordinates.
4. Evaluate windowing and clipping techniques, including area clipping, line clipping, polygon clipping, and text clipping, and apply algorithms like Cohen-Sutherland algorithm to determine visible regions in a given viewport.
5. Create computer animations using animation perspectives, hardware and software tools, and gain an understanding of animation applications, PC animation, and the concept of simulations.

Program: M.Sc. (Mathematics)

Semester: I

Course Name: Computer Graphics Lab

Code: MAP-6111

Credits: 2

Course Objectives: To provide students with a practical understanding of computer graphics principles and techniques. The course aims to develop students' skills in creating and manipulating graphical elements, implementing algorithms for graphics rendering, and applying various transformations to two-dimensional and three-dimensional objects.

Syllabus

1. Line Drawing
2. DDA Bresenham's
3. Circle Generation
4. Two-Dimensional Transformation
5. Computer Animation
6. Windowing and Clipping
7. Projection of a cube or any other dimensional figure using parallel and perspective transformation

Course Outcomes:

On successful completion of this course, students shall be able to:

1. Apply knowledge of line drawing, circle generation, and two-dimensional transformations to create and manipulate graphical elements using appropriate algorithms and techniques.
2. Demonstrate an understanding of windowing and clipping, as well as the projection of three-dimensional objects using parallel and perspective transformations, to create realistic computer animations and visualizations.

Semester: II

Course Name: Operations Research

Code: MAL-6211

Credits: 4

Course Objectives: To introduce students to the fundamental concepts, methodologies, and techniques of operations research, with a focus on linear programming, duality, sensitivity analysis, transportation and assignment problems, game theory, and non-linear programming.

Syllabus

Block I: Introduction of Linear Programming Problem

Unit 1: Origin, Definition and Scope of OR

Unit 2: Methodology, Applications and phases of OR

Unit 3: Formulation of Linear Programming Problem, Graphical Method

Unit 4: Simplex method and its variants: Big-M method and Two-phase method

Unit 5: Degeneracy and Cycling in LPP

Block II: Duality and Sensitivity Analysis

Unit 6: Duality in LPP and interpretation of dual variables

Unit 7: Primal-Dual relationship, Dual Simplex Method

Unit 8: Sensitivity Analysis

Block III: Transportation and Assignment Problem

Unit 9: Mathematical formulation and initial basic feasible solution of Transportation Problem

Unit 10: Balanced and Unbalanced Transportation Problem

Unit 11: Optimal Solution of Transportation Problem

Unit 12: Mathematical formulation and solution of Assignment Problem

Block IV: Game Theory

Unit 13: Two person zero games, Minimax and maximum principle

Unit 14: Game with and without Saddle point, Dominance rule

Unit 15: Matrix, Algebraic and Graphical Method

Block V: Non-Linear Programming

Unit 16: Lagrange multipliers, Farkas Lemma

Unit 17: Constraint qualification, KKT optimality conditions

Unit 18: Sufficiency of KKT under convexity

Unit 19: Quadratic programming, Wolfe's method

Books Recommended/Suggested Reading:

1. Hadley G.; *Operations Research, Oxford IBH publishing Company.*
2. Sinha S. M.; *Mathematical Programming-Theory and Methods, Elsevier.*
3. Minoux M.; *Mathematical Programming-Theory and Algorithms, Wiley-Blackwell.*

4. *Bradley S. P.; Applied Mathematical Programming, Addison-Wesley.*
5. *Hillier F. S. and Lieberman G. J.; Introduction to Operations Research, McGraw-Hill.*
6. *Walker R. C.; Introduction to Linear Programming, Prentice Hall.*

Course Outcomes:

On successful completion of this course, students shall be able to:

1. Understand the origin, definition, scope, and applications of operations research, as well as the formulation and solution methods of linear programming problems, including the simplex method, Big-M method, and Two-phase method.
2. Analyze duality in linear programming problems, interpret dual variables, and apply the dual simplex method.
3. Apply mathematical formulations and solution techniques to solve transportation problems, including balanced and unbalanced cases, as well as assignment problems.
4. Evaluate matrix, algebraic, and graphical methods in game theory and assess the sufficiency of Karush-Kuhn-Tucker (KKT) optimality conditions under convexity.
5. Create mathematical models using Lagrange multipliers and apply Farkas Lemma.

Semester: II

Course Name: General Topology

Code: MAL-6212

Credits: 4

Course Objectives: To introduce basic concepts of point set topology, basis and subbasis for a topology and order topology. Further, to study continuity, homeomorphisms, open and closed maps, product and box topologies and introduce notions of connectedness, path connectedness, local connectedness, local path connectedness, countability axioms and compactness of spaces.

Syllabus

Block I: Basic Notions

Unit 1: Sets and Relations

Unit 2: Functions

Unit 3: Cardinality and Order of Sets

Block II: Topology of Spaces

Unit 4: Topology of the Line and Plane

Unit 5: Topological Spaces

Unit 6: Bases and Subbases

Block III: Continuity and Metric Spaces

Unit 7: Continuity and Topological Equivalence

Unit 8: Metric and Normed Spaces

Unit 9: Countability

Block IV: Separation Axioms and Compactness

Unit 10: Separation Axioms

Unit 11: Compactness

Unit 12: Product Spaces

Block V: Connectedness and Function Spaces

Unit 13: Connectedness

Unit 14: Complete Metric Spaces

Unit 15: Function Spaces

Books Recommended/Suggested Reading:

1. *Munkres J. R.; Topology, Pearson Education India.*
2. *Simmons G.; Introduction to Topology and Modern Analysis, McGraw-Hill Education.*
3. *Sharma J. N. and Chauhan J. P.; Topology (General and Algebraic), Krishna Publication.*
4. *Martin D. Crossley.; Essential Topology, Springer Undergraduate Mathematics Series.*
5. *M. A. Armstrong; Basic Topology, Undergraduate Text in Mathematics, 1983.*
6. *Joshi K. D.; Introduction to General Topology, New Age International Publishers.*

Course Outcomes:

On successful completion of this course, students shall be able to:

1. Understand and apply concepts related to sets and relations.
2. Apply concepts of topology in different spaces.
3. Analyze continuity and its relationship with topological equivalence.
4. Evaluate and apply separation axioms and compactness.
5. Analyze and apply concepts of connectedness and function spaces.

Semester: II

Course Name: Complex Analysis

Code: MAL-6213

Credits: 4

Course Objectives: This course enables the student to understand how complex numbers provide a satisfying extension of the real numbers and learn techniques of complex analysis that make practical problems to understand signals and systems in terms of both the time and transform domains, taking advantage of the complementary insights and tools that these different perspectives provide.

Syllabus

Block I: Functions of a complex variable

Unit 1: Limit, continuity and differentiability

Unit 2: Analytic functions and Cauchy-Riemann equation

Unit 3: Analyticity of elementary functions

Block II: Complex integration-I

Unit 4: Curves in the complex plane and Properties of complex line integrals

Unit 5: Fundamental theorem of line integrals (or contour integration) and Simplest version of Cauchy's theorem

Unit 6: Cauchy-Goursat theorem, Symmetric, starlike, convex and simply connected domains

Block III: Complex integration-II

Unit 7: Cauchy's theorem for a disk and Cauchy's integral theorem

Unit 8: Index of a closed curve, Advanced versions of Cauchy integral formula and applications

Unit 9: Cauchy's estimate, Morera's theorem, Riemann's removability theorem and Examples

Unit 10: Liouville's theorem, the fundamental theorem of algebra, Maximum moduli of functions.

Block IV: Power Series

Unit 11: Convergence of sequences and series of functions,

Unit 12: Weierstrass' M-test, Power series as an analytic function

Unit 13: Root test, Ratio test, Uniqueness theorem for power series, Zeros of analytic functions

Unit 14: Identity theorem and related results, Maximum/Minimum modulus principles and theorems, Schwarz' lemma and its consequences

Block V: Calculus of Residue

Unit 15: Residue at a finite point, Results for computing residues, Residue at the point at infinity,

Unit 16: Cauchy's residue theorem, Residue formula and Meromorphic functions,

Unit 17: Number of zeros and poles and Argument principle, Isolated and non-isolated singularities, Removable singularities and Poles.

Unit 18: Evaluation of integrals, Rouché's theorem, Mittag-Leffler expansion theorem, Examples

Books Recommended/Suggested Reading:

1. Ahlfors L. V.; *Complex Analysis*, McGraw-Hill Education.
2. Goyal and Gupta; *Functions of a Complex Variable*, Pragati Prakashan.
3. Sharma J. N.; *Functions of a Complex Variable*, Krishna Prakashan.
4. Brown J. W. and Churchill R. V.; *Complex Variables and Applications*, McGraw-Hill Education.
5. Kasana H. S.; *Complex Variables: Theory and Applications*, Prentice Hall India Learning.

Course Outcomes:

On successful completion of this course, students shall be able to:

1. Recall the concept of limit for real functions and to calculate limits of standard functions and construct simple proofs involving this concept.
2. Analyze limit, continuity and differentiation of functions of complex variables.
3. Understand the concept of the differentiability of a real valued function and be familiar with the statements and proofs of the standard results about differentiable real functions.
4. Understand Cauchy-Riemann equations, analytic functions and various properties of analytic functions.
5. Compute the residue of a function and able to apply the concepts of the calculus of residues in the evaluation of integrals.

Semester: II

Course Name: Numerical Methods

Code: MAL-6214

Credits: 4

Course Objectives: To equip students with the necessary skills and knowledge to understand and apply various numerical techniques for solving mathematical problems, including error analysis, algebraic and transcendental equation solving, interpolation, statistical computation, and numerical differentiation and integration.

Syllabus

Block I: Errors

Unit 1: Errors and their Analysis

Unit 2: Error in Numerical computations, mathematical preliminaries

Unit 3: Errors in series approximation

Unit 4: Floating point Representation of Numbers

Block II: Solution of Algebraic and Transcendental Equations

Unit 5: Bisection Method, Iteration method

Unit 6: Method of false position, Newton-Raphson method

Unit 7: Muller's method

Unit 8: Methods of finding complex roots

Block III: Interpolation

Unit 9: Finite differences

Unit 10: Polynomial Interpolation

Unit 11: Central Difference Formulae

Unit 12: Interpolation with Unequal Intervals

Block IV: Statistical Computation

Unit 13: Frequency Chart

Unit 14: Frequency Curve

Unit 15: Fitting of an Exponential curve

Unit 16: Regression Analysis

Block V: Numerical Differentiation and Integration

Unit 17: Numerical Differentiation

Unit 18: Numerical Integration.

Unit 19: Numerical Solution of ordinary Differential Equations

Unit 20: Numerical Solution of Differential Equations using Runge-Kutta Methods

Books Recommended/Suggested Reading:

1. Ranganatham S., Prasad M. V. S. S. N. and Ramesh Babu V.; *Numerical Analysis*, S. Chand Publishing.
2. Sastry S. S.; *Introductory Methods of Numerical Analysis*, PHI Learning Pvt. Ltd.
3. Hildebrand F. B.; *Introduction to Numerical Analysis*, McGraw-Hill Education.
4. Gupta R. S.; *Elements of Numerical Analysis, Algebra*, Cambridge University Press.
5. Conte S. and Deboor C.; *Elementary Numerical Analysis*, McGraw-Hill Education.

Course Outcomes:

On successful completion of this course, students shall be able to:

1. Analyze and solve several errors and approximation in numerical methods.
2. Discuss different methods of interpolation.
3. Determine numerical differentiation & integration.
4. Apply several methods to solve curve fitting and interpolation questions and its related techniques.
5. Apply several methods to solve the equations in one variable or simultaneous equations.

Semester: II

Course Name: Programming in C

Code: MAL-6215

Credits: 4

Course Objectives: To equip students with a solid foundation in the C programming language, enabling them to understand programming paradigms, utilize fundamental programming constructs, manipulate data structures, and perform file processing operations.

Syllabus

Block I: Basics of C programming

Unit 1: Introduction to programming paradigms, Applications of C Language, Structure of C program.

Unit 2: C programming: Data Types, Constants, Enumeration Constants, Keywords.

Unit 3: Operators: Precedence and Associativity, Expressions, Input/Output statements, Assignment statements.

Unit 4: Decision making statements, Switch statement, Looping statements, Preprocessor directives, Compilation process.

Block II: Arrays and Strings

Unit 5: Introduction to Arrays: Declaration, Initialization, One dimensional array, Two dimensional arrays.

Unit 6: String operations: length, compare, concatenate, copy.

Unit 7: Selection sort, linear and binary search.

Block III: Functions and pointers

Unit 8: Modular programming - Function prototype, function definition, function call, Built-in functions (string functions, math functions).

Unit 9: Recursion, Binary Search using recursive functions, Pointers, Pointer operators, Pointer arithmetic, Arrays and pointers, Array of pointers.

Unit 10: Parameter passing: Pass by value, Pass by reference.

Block IV: Structures and union

Unit 11: Structure, Nested structures, Pointer and Structures, Array of structures.

Unit 12: Self referential structures, Dynamic memory allocation.

Unit 13: Singly linked list, typedef, Union, Storage classes and Visibility.

Block V: File processing

Unit 14: Files, Types of file processing: Sequential access, Random access, Sequential access file.

Unit 15: Random access file.

Unit 16: Command line arguments.

Books Recommended/Suggested Reading:

1. Kamthane A. N. and Kamthane A. A.; *Programming in C*, Pearson Education India.

2. *Reema Thareja; Computer Fundamentals and Programming in C, Oxford University Press.*
3. *Dey P. and Ghosh M.; Programming in C, Oxford University Press.*
4. *Kernighan B. W. and Dennis M. R.; The C Programming Language, Pearson Education India.*
5. *Kanetkar Y. P.; Let us C, BPB Publications.*
6. *Jones J. A. and Harrow K.; Problem solving with C, Pearson Education India.*

Course Outcomes:

On successful completion of this course, students shall be able to:

1. Understand the basics of C programming, including program structure, data types, operators, decision-making and looping statements, and the compilation process.
2. Apply their knowledge of arrays and strings to declare, initialize, manipulate, and search for elements, using sorting algorithms and string operations effectively.
3. Analyze the concepts of functions and pointers to modularize programs, implement recursion and binary search, work with pointers and arrays, and comprehend parameter passing mechanisms.
4. Create and design structures and unions, including nested structures, pointers to structures, self-referential structures, and arrays of structures, while also understanding dynamic memory allocation and storage classes.
5. Evaluate file processing techniques, such as sequential and random access, as well as command line arguments, to read from and write to files, demonstrating their ability to manipulate data in external storage efficiently.

Semester: II

Course Name: Programming in C Lab

Code: MAP-6211

Credits: 2

Course objectives: This course aims to provide students with the fundamental knowledge and practical skills necessary for programming in the C language. Through hands-on programming exercises, students will develop proficiency in solving computational problems using C programming constructs and techniques.

Syllabus

Programs:

1. Write a C program to find roots of a quadratic equation.
2. Write a C program to find the total no. of digits and the sum of individual digits of a positive integer.
3. Write a C program to generate the Fibonacci sequence of first N numbers.
4. Write a C program to compute $\sin(x)$ using Taylor series approximation given by

$$\sin(x) = x - \frac{x^3}{3!} + \frac{x^5}{5!} - \frac{x^7}{7!} + \dots$$

Compare output of the program with the built- in Library function. Print both the results with appropriate messages.

5. Write a C program to input two matrices and perform matrix multiplication on them.
6. Write a C program to check whether the given string is palindrome or not without using Library functions.
7. Write a C program to count the number of lines, words and characters in a given text.
8. Write a C program to generate prime numbers in a given range using user defined function.
9. Write a C program to find factorial of a given number using recursive function.
10. Write a C program to maintain a record of n student details using an array of structures with four fields - Roll number, Name, Marks and Grade. Calculate the Grade according to the following conditions.

<u>Marks</u>	<u>Grade</u>
>=80	A
>=60	B
>=50	C
>=40	D
<40	E

Print the details of the student, given the student roll number as input.

Course Outcomes:

On successful completion of this course, students should be able to:

1. Apply understanding of C programming concepts to develop C programs that solve specific computational problems, such as finding roots of a quadratic equation, generating the Fibonacci sequence, performing matrix multiplication, checking for palindromes, counting lines/words/characters in a text, generating prime numbers, and calculating the grade of a student based on their marks.
2. Analyze and compare the output of their C programs with the results obtained from built-in library functions or other reference solutions. They will also be able to evaluate the efficiency and correctness of their programs by examining the logic, syntax, and algorithmic design employed.

Semester: III

Course Name: Research Methodology

Code: MAL-7111

Credits: 6

Syllabus

Course Objectives: To familiarize students with basic of research, research process and enable the participants in conducting research work and formulating research synopsis and report.

Block I: Research Formulation

Unit 1: Introduction, meaning of research,

Unit 2: Types, Role of research in important area and Process of Research,

Unit 3: Defining research Problems, Hypothesis Formulation.

Block II: Research Elaborated

Unit 4: Research Design, Research plan, Concept of sample, Sample size, various types of sampling techniques.

Unit 5: Types of Data and Methods of its Collection; Questionnaire Design,

Unit 6: Precautions in preparation of questionnaire, Measurement scales.

Block III: Data Analysis and Interpretation-1

Unit 7: Processing and Analysis of Data by application of statistical tools

Unit 8: various kinds of charts and diagrams used in data analyses

Unit 9: Application of Data Analysis

Block IV: Data Analysis and Interpretation-2

Unit 10: Hypothesis Testing (F-test, ANOVA, Chi –square test, t-test)

Unit 11: Multivariate Statistical techniques- Multiple regression, discriminate analysis, Factor analysis, Multivariate analysis of variance

Unit 12: Conjoint analysis, Cluster analysis, Multidimensional Scaling, Role of computer in research, Excel- A tool for statistical analysis, SPSS, Interpretation and conclusion

Block V: Report Writing

Unit 13: Report Writing, Significance of report writing, Steps in report writing

Unit 14: Layout of research report, Types of reports; Appendices

Unit 15: Bibliography, Characteristics of a good report; Precautions for report writing; Ethics in business research.

Books Recommended/Suggested Reading:

1. Kothari C. R.: *Research Methodology*, New Age International Publishers.
2. Sinha S. C. and Dhiman A. K.; *Research Methodology*, EssEss Publications.
3. Anderson T. W.; *An Introduction to Multivariate Statistical Analysis*, Wiley.

4. *Garg B. L., Karadia R., Agarwal F. and Agarwal U. K.; An Introduction to Research Methodology, RBSA Publishers.*

Course Outcomes:

After the completion of the course, student shall be able to:

1. Elaborate various concepts related to research.
2. Enumerate various kinds of research design & process.
3. Develop adequate knowledge on measurement & scaling techniques as well as the quantitative data analysis.
4. Demonstrate various techniques of data analysis-and hypothesis testing procedures.
5. Articulate appropriate research ethics for doing meaningful research.

Semester: III

Course Name: Axiomatic Set Theory

Code: MAL-7112

Credits: 4

Syllabus

Course Objectives: Axiomatic set theory usually assumes that there are no objects in the universe except sets (so that all quantifiers apply only to sets); other useful mathematical objects like numbers or functions must be represented as set before they can be used.

Block I: Axioms and classes

Unit 1: Classes, sets and axioms

Unit 2: Constructing classes and sets

Unit 3: Operations on classes and sets

Unit 4: Cartesian products

Block II: Relations and Functions

Unit 5: Relations on a class or set, Equivalence relations and order relations

Unit 6: Partitions induced by equivalence relations, Equivalence classes and quotient sets

Unit 7: Functions: A set-theoretic definition

Unit 8: Operations on functions

Block III: From sets to numbers

Unit 9: The natural numbers

Unit 10: The natural numbers as a well-ordered set

Unit 11: Arithmetic of the natural numbers

Block IV: Ordinal numbers

Unit 12: Well-ordered sets.

Unit 13: Ordinal numbers: Definition and properties.

Unit 14: Properties of the class of ordinal numbers.

Unit 15: Initial ordinals: "Cardinal numbers are us!"

Block V: Ordinal arithmetic

Unit 16: Ordinal arithmetic: Addition

Unit 17: Ordinal arithmetic: Multiplication

Unit 18: Ordinal arithmetic: Exponentiation

Books Recommended/Suggested Reading:

1. *Suppes Patrik; Axiomatic Set Theory, Dover Publications Inc.*
2. *Cunningham Daniel W.; Set Theory: A First Course, Cambridge University Press.*
3. *Stoll Robert R.; Set Theory and Logic, Dover Publications Inc.*

4. *Tiles Mary; The Philosophy of Set Theory, Algebra, Dover Publications Inc.*
5. *Pinter Charles; A Book of Set Theory, Dover Publications Inc.*

Course Outcomes:

On successful completion of this course, students shall be able to:

1. Understand the basic concepts of sets and axioms, including constructing classes.
2. Analyze Relations and Functions.
3. Identify and list natural numbers. Add, subtract, multiply, and divide natural numbers. Use the number line to illustrate arithmetic operations.
4. To Ordinal numbers designate the position or order of things or objects.
5. Apply ordinal arithmetic describes the three usual operations on ordinal numbers addition, multiplication, and exponentiation.

Semester: III

Course Name: Functional Analysis

Code: MAL-7113

Credits: 4

Syllabus

Course Objectives: To familiarize with the basic tools of Functional Analysis involving normed spaces, Banach spaces and Hilbert spaces, their properties dependent on the dimension and the bounded linear operators from one space to another.

Block I: Normed Spaces

Unit 1: Normed linear spaces

Unit 2: Quotient spaces, Product spaces

Unit 3: Infinite series in normed space

Unit 4: Finite dimensional normed spaces

Block II: Banach Space

Unit 5: Bounded linear operators and bounded linear functional.

Unit 6: Unbounded linear operators,

Unit 7: Open Mapping and Closed Graph Theorem

Unit 8: Reflexive normed spaces and their properties

Block III: Spaces of Bounded Linear Functional

Unit 9: Dual Spaces

Unit 10: Duals of some standard normed spaces,

Unit 11: Hahn-Banach Theorems

Block IV: Hilbert Space and Orthonormality

Unit 12: Complete Inner Product Spaces

Unit 13: Orthonormal Sets

Unit 14: Projections and Riesz Representation Theorems

Block V: Operators on Hilbert spaces

Unit 15: Adjoint of an Operator

Unit 16: Normal, Unitary, and Self-Adjoint Operators

Unit 17: Positive Operators

Unit 18: Compact Self-Adjoint Operators

Books Recommended/Suggested Reading:

1. Kesavan S.; *Functional Analysis*, Springer.
2. Kreyszig Erwin; *Introductory Functional Analysis with Applications*, Wiley.
3. Sen Rabindranath; *A First Course in Functional Analysis: Theory and Applications*, Anthem Press.

4. *Shalit Orr Moshe; A First Course in Functional Analysis, Chapman and Hall/CRC.*
5. *Robinson James C.; An Introduction to Functional Analysis, Cambridge University Press.*

Course Outcomes:

On successful completion of this course, students shall be able to:

1. To learn to recognize the fundamental properties of normed spaces and of the transformations between them.
2. Distinguish between Banach spaces and Hilbert spaces, decompose a Hilbert space in terms of orthogonal complements, check totality of orthonormal sets and sequences, represent a bounded linear functional in terms of inner product.
3. Extend a linear functional under suitable conditions, check reflexivity of a space, ability to apply uniform boundedness theorem, open mapping theorem and closed graph theorem, check the convergence of operators and functional and weak and strong convergence of sequences.
4. Understand the notions of dot product and Hilbert space and apply the spectral theorem to the resolution of integral equations.
5. Verify the requirements of a norm, completeness with respect to a norm, relation between compactness and dimension of a space, check boundedness of a linear operator and relate to continuity, convergence of operators by using a suitable norm, compute the dual spaces.

Semester: III

Course Name: Integration Theory

Code: MAL-7114

Credits: 4

Syllabus

Course Objectives: The theory leads to a new perspective on integration of functions, which is not only more general than the Riemann setting when working on the real line, but also allows one to integrate in an abstract setting. This is of crucial importance for the development of functional analysis and probability theory. Thus, the students will learn a lot about the advancement of basic integration theory and will also learn some application of this theory.

Block I: Lebesgue Integral-I

Unit 1: Shortcomings of Riemann Integral, Lebesgue Integral of a bounded function over a set of finite measure and its properties.

Unit 2: Lebesgue integral as a generalization of Riemann integral

Unit 3: Bounded convergence theorem

Block II: Lebesgue Integral-II

Unit 4: Lebesgue theorem regarding points of discontinuities of Riemann integrable functions

Unit 5: Integral of non-negative functions.

Unit 6: Fatou Lemma and Monotone convergence theorem and general Lebesgue Integral

Block III: Spaces of Lebesgue Integrable

Unit 7: Functions L^p -spaces,

Unit 8: Jensen's inequality, Minkowski inequality and Hölder inequality

Unit 9: Convergence in L^p , Completeness of L^p , $L^p(\mu)$ spaces and their properties

Block IV: Signed Measures

Unit 10: Signed measure, Hahn decomposition theorem and Jordan decomposition theorem

Unit 11: Mutually singular measure and Radon Nikodym theorem

Unit 12: Lebesgue decomposition and Lebesgue-Stieltjes integral

Block V: Product Measures

Unit 13: Product measures and Fubini's theorem.

Unit 14: Baire sets and Baire measure

Unit 15: Continuous functions with compact support and Regularity of measures on locally compact support

Unit 16: Riesz-Markoff theorem

Books Recommended/Suggested Reading:

1. *Lerner Nicolas; A Course on Integration Theory, Birkhäuser Basel.*
2. *Malik A. K., Malik A. K., Gupta S. K.; Measure Theory and Integration, I K International Publishing House Pvt. Ltd.*
3. *Jain P. K.; Lebesgue Measure and Integration, New Age International Publishers.*
4. *H. L. Royden: Real Analysis, Macmillan, 1993.*
5. *P. R. Halmos: Measure Theory, Van Nostrand, Princeton, 1950.*
6. *K. Rana: An Introduction to Measure and Integration, Narosa, 1997.*
7. *S. Shirali: A Concise Introduction to Measure Theory, Springer, 2018.*

Course Outcomes:

On successful completion of this course, students shall be able to:

1. Define the basic concepts of the theory of Lebesgue integration
2. Find out which functions can be integrated, and prove the main properties of the Lebesgue integral.
3. Apply and manipulate convergence theorem for the integrals.
4. Understand Radon Nikodym theorem, Fubini's theorem and Riesz-Markoff theorem.

Semester: III

Course Name: Measure Theory

Code: MAL-7114

Credits: 4

Syllabus

Course Objectives: Revision of basic tools, including in particular the concept of countable/uncountable sets. Be able to describe at least one approach to the construction of Lebesgue measure and measure spaces. Know the principal theorems as treated and their proofs and be able to use them in the investigation of examples. Also to prove simple unseen propositions concerning measure spaces and Lebesgue measure. To gain understanding of the abstract measure theory and Lebesgue's measure on the real line and in n -dimensional Euclidean space.

Block I: Lebesgue Measure

Unit 1: Set functions, Intuitive idea of measure and Elementary properties of measure

Unit 2: Measurable sets and their fundamental properties

Unit 3: Lebesgue measure of a set of real numbers and Algebra of measurable sets

Block II: Measurable functions-I

Unit 4: Borel set, Equivalent formulation of measurable sets in terms of open

Unit 5: Closed, F_σ and G_δ sets, Non measurable sets.

Unit 6: Definition of measurable function and their equivalent formulations and Properties of measurable functions.

Block III: Measurable functions-II

Unit 7: Approximation of a measurable function by a sequence of simple functions

Unit 8: Measurable functions as nearly continuous functions, Egoroff theorem and Lusin theorem,

Unit 9: Convergence in measure, F. Riesz theorem and Almost uniform convergence.

Block IV: Abstract Measure Ring-I

Unit 10: Algebra, σ -ring and σ -algebra and Set functions, Measure, Measure space and Measurable spaces

Unit 11: Measurable functions, General integration and General Convergence Theorem

Unit 12: Outer measure and measurability, Extension of a measure and Uniqueness of measure

Block V: Absolutely continuous functions

Unit 13: Absolutely continuous functions, Examples and properties.

Unit 14: Absolute continuity of indefinite integral of Lebesgue integrable functions

Unit 15: Differentiation of indefinite integrals and Characterization of absolutely continuous functions as indefinite integrals.

Books Recommended/Suggested Reading:

1. Pundir S. K.; *Measure Theory*, CBS Publishers.
2. Shirali Satish; *A Concise Introduction to Measure Theory*, Springer.
3. Bauer Heinz, Burckel Robert B.; *Measure and Integration Theory*, De Gruyter.
4. Malik A. K., Malik A. K., Gupta S. K.; *Measure Theory and Integration*, I K International Publishing House Pvt. Ltd.
5. Jain P. K.; *Lebesgue Measure and Integration*, New Age International Publishers.

Course Outcomes:

On successful completion of this course, students shall be able to:

1. Describe the Measure and the measurable functions.
2. Apply convergence in measure and almost uniform convergence to solve F. Riesz theorem.
3. Explain Lebesgue measure and to exploit its special properties.
4. Understand Differentiation of indefinite integrals and Characterization of absolutely continuous functions as indefinite integrals.

Semester: IV

Course Name: Mathematical Statistics

Code: MAL-7211

Credits: 4

Syllabus

Course Objectives: To provide students with a solid foundation in statistical methods, focusing on data collection, representation, descriptive statistics, probability distributions, bivariate data analysis, and hypothesis testing. Through theoretical concepts and practical applications, students will develop skills in analyzing data, making informed decisions, and drawing meaningful conclusions.

Block I: Data Collection and Representation

Unit 1: Data Types and Collection

Unit 2: Scales and Classification of Data

Unit 3: Diagrammatic Representation of Data

Block II: Descriptive Statistics

Unit 4: Measures of Central Tendency

Unit 5: Measures of Dispersion

Unit 6: Elementary Probability and Random Variables

Block III: Probability Distributions

Unit 7: Standard Probability Distributions

Unit 8: Bernoulli and Binomial Distributions

Unit 9: Poisson Distributions

Unit 10: Normal Distributions

Block IV: Bivariate Data Analysis

Unit 11: Scatter Diagram and Correlation

Unit 12: Regression Lines and Coefficients

Unit 13: Fitting of Polynomials and Exponential Curves

Block V: Hypothesis Testing and Analysis of Variance

Unit 14: Testing of Hypothesis

Unit 15: Z-test, t-test, and F-test

Unit 16: Chi-square Test and Goodness of Fit

Unit 17: Introduction to Analysis of Variance

Books Recommended/Suggested Reading:

1. Spiegel, M. R. *Theory and Problems of Statistics*, Schaum Publishing Company.
2. Gupta S. C. and Kapoor V. K.; *Fundamentals of Mathematical Statistics*, S. Chand and Sons.
3. Hogg R. V., Mckean J. and Craig A. T.; *Introduction to Mathematical Statistics*, Pearson.

4. *Miller I. and Miller M.; John E. Freund's Mathematical Statistics with Applications, Pearson.*
5. *Rohatgi V. K. and Saleh A. K. Md. E.; An Introduction to Probability and Statistics, Wiley.*
6. *Kapoor J. N. and Saxena H. C.; Fundamentals of Mathematical Statistics, S. Chand and Sons.*

Course Outcomes:

On successful completion of this course, students shall be able to:

1. Apply appropriate methods to collect and classify different types of data, including qualitative and quantitative data, using suitable scales and classification techniques.
2. Analyze data sets using measures of central tendency and dispersion to summarize and interpret the distribution and variability of the data.
3. Demonstrate an understanding of elementary probability concepts and random variables to analyze and predict outcomes in statistical situations.
4. Interpret and apply standard probability distributions, including Bernoulli, binomial, Poisson, and normal distributions, to model and analyze real-world scenarios.
5. Perform bivariate data analysis by utilizing scatter diagrams, correlation coefficients, regression lines, and fitting techniques for polynomials and exponential curves to explore relationships and make predictions based on data patterns.

Semester: IV

Course Name: Graph Theory

Code: MAL-7212

Credits: 4

Syllabus

Course Objectives: The objective of the course is to understand basic concepts in combinatorial graph theory and its applications in science, business and industry.

Block I: Introduction

Unit 1: Basic concepts of graphs and its types

Unit 2: Subgraphs and degrees of vertices

Unit 3: Paths, connectedness and automorphism of a simple graph

Unit 4: Directed graphs

Block II: Connectivity and Trees

Unit 5: Introduction of connectivity, vertex cut and edge cut

Unit 6: Connectivity and edge connectivity

Unit 7: Introduction of Trees, characterization and simple properties, centers and centroids

Unit 8: Cutting the number of spanning trees, Cayley's formula

Block III: Independent Sets, Matchings and Cycles

Unit 9: Introduction of vertex, independent sets and vertex coverings

Unit 10: Edge, independent sets, matchings and factors

Unit 11: Matchings in bipartite graphs, Cycles

Unit 12: Eulerian graphs and hamiltonian graphs

Block IV: Graph Colorings

Unit 13: Introduction to vertex colorings

Unit 14: Critical graphs and edge colorings of graphs

Unit 15: Kirkman's schoolgirl problem

Unit 16: Chromatic polynomials

Block V: Planarity

Unit 17: Introduction to planar and non-planar graphs

Unit 18: Euler formula and its consequences, K_5 and $K_{3,3}$ are non-planar graphs

Unit 19: Dual of a plane graph, The Four-Color Theorem and the Heawood Five Color Theorem

Unit 20: Hamiltonian plane graphs, Tait coloring

Books Recommended/Suggested Reading:

1. West D. B.; *Introduction to Graph Theory*, Pearson.
2. Deo Narsingh; *Graph Theory with Applications to Engineering and Computer Science*, PHI Learning Pvt. Ltd.
3. Harary F.; *Graph Theory*, Narosa Publishing House.
4. Trudeau R. J.; *Introduction to Graph Theory*, Zaccheus Entertainment.
5. Choudum S. A.; *A First Course in Graph Theory*, Laxmi Publications.

Course Outcomes:

On successful completion of this course, students shall be able to:

1. Understand the graphs of connectivity and tree.
2. Identify independent set and cycle graph.
3. Describe graph coloring.
4. Identify the planarity of the graphs.
5. Apply Four colour theorem and Heawood five colour theorem.

Semester: IV

Course Name: Project

Code: MAD-7211

Credits: 6

Course Objectives: The objective of the course is to work with students to identify mathematical problem. The course also focuses to find out probable solution of that mathematical problem.

Syllabus

Every student shall, in the Fourth (final) Semester, submit a Dissertation reporting the results of original research on a topic assigned at the beginning of the semester by the concerned research guide (faculty member) in consultation with the student, in his/her area(s) of special interest. The research guide shall be chosen by the student according to his/her interest and the faculty member's area of expertise. No faculty member shall guide more than five students.

The topic of the Dissertation shall be approved by the Head of the Department. For this purpose the candidate shall submit to the Head an application stating the topic for the dissertation along with a synopsis within three weeks of the commencement of classes of the Fourth Semester. Once approved, the topic of dissertation shall not be altered without a fresh proposal from the student accompanied by a written request stating the reason for change. No such request shall be entertained after five weeks of the commencement of classes of the Semester in question.

Course Outcomes:

On successful completion of this course, students shall be able to:

1. Identify and Define appropriate mathematical problems.
2. Explain appropriate research approaches for addressing mathematical problems.
3. Apply various tools and techniques to complete research.
4. Analyse research report and make robust conclusion.

Faculty and Support Staff

The University has identified the requisite faculty and support staff as mandated by UGC and formally they shall be allocated the required positions from amongst the existing faculty exclusively for ODL mode or fresh appointments as required so, shall be initiated for which Letter of Intent have been issued to the prospective faculty and staff. The course material prepared by this university will be on par with any open university/Distance education centre in the country.

Delivery Mechanism

The ODL of MU follows a modern ICT (Information & Communication Technology) enabled approach for instruction. The methodology of instruction in ODL of MU is different

from that of the conventional/regular programs. Our ODL system is more learner-oriented and the learner is an active participant in the teaching-learning process. ODL of MU academic delivery system comprises:

A. Print Material

The printed material of the programme supplied to the students will be unit wise for every course.

B. Counselling Sessions

Normally, counselling sessions are held as per a schedule drawn beforehand by the Subject Coordinator. There will be 6 counselling/ contact classes for 4 credit course will be held on the campus on Saturday and on Sunday of 2 hour duration for each course in face to face mode (In case of 2 credit course contact hours are required 6 hours and in case of 6 credit course contact hours required 18 hours). Contact classes will be held in the campus on Saturdays and on Sundays.

C. Medium of Instruction

Medium of Course Instruction: English

Medium of Examination: English

Student Support Systems

Universities Study Centres or Learner Support Centre shall be headed by a coordinator, not below the rank of Assistant professor and shall be augmented with academic and non-academic staff depending on the learner.

The university has made appropriate arrangements for various support services including counselling schedule and resource-oriented services evaluation methods and dates both online and offline modes for easy and smooth services to the students of distance mode.

At present the university have only one study centre on the campus. The institution is not promoting any study centres outside the campus. All student support services will be provided to the student through a single window method/mode onsite and online.

F. Procedure for Admissions, Curriculum, Transaction and Evaluation

Admission Process

Admission to the M.Sc. (Mathematics) Programme will be done on the basis of screening of candidate's eligibility on first come first serve basis. The University will follow the reservation policy as per norms of the Government. Admission shall not be a right to the students and MU, DDOE shall retain the right to cancel any admission at any point of time if any irregularity is found in the admission process, eligibility etc..

Maximum Duration

- A. The maximum duration of the M.Sc. (Mathematics) Programme is four years. Thereafter, students seeking completion of the left-over course(s) will be required to seek fresh admission.
- B. The student can complete his programme within a period of 4 years failing which he/she shall seek fresh admission to complete the programme.

Eligibility

Science (PCM) Graduate from a recognised University is eligible for admission into M.Sc. (Mathematics) programme.

Fee Structure

Name of the Program	Degree	Duration	Year	Registration Fee	Tuition Fee/Year	Exam Fee/Year	Total (in Rs.)
Master of Science (Mathematics)	PG	2 to 4 Years	1	1500	13500	2000	17000
			2		13500	2000	15500
Total							32500

Activity Schedule

S. No.	Name of the Activity	Tentative months schedule (specify months) during year			
		From	To	From	To
1	Admission	Jul	Sep	Jan	Mar
2	Assignment submission (if any)	Sep	Oct	Mar	Apr
3	Evaluation of Assignment	Oct	Nov	Apr	May
4	Examination	Dec		Jun	
5	Declaration of Result	Jan		Jul	
6	Re-registration	Jul		Jan	
7	Distribution of SLM	Jul	Sep	Jan	Mar
8	Contact Programmes (counseling, Practicals.etc.)	Sep	Nov	Mar	May

Credit System

MU, DDOE proposes to follow the 'Credit System' for most of its programs. Each credit amounts to 30 hours of study comprising all learning activities. Thus, a 8 credit course requires 240 hours, 6 credit course requires 180 hours, 4 credit course requires 120 hours and 2 credit course requires 60 hours of study. This helps the student to understand the academic effort to complete a course. Completion of an academic programme requires successful clearing of both, the assignments and the term-end examination of each course in a programme.

Duration of programme	Credits	Name of programme	Level of programme
2 to 4 Yrs.	80	M.Sc. (Mathematics)	Master's Degree

Assignments

Distance Education learners have to depend much on self study. In order to ascertain the writing skill and level of comprehension of the learner, assignment work is compulsory for all learners. Each assignment shall consist of a number of questions, case studies and practical related tasks. The Assignment Question Papers will be uploaded to the website within a scheduled time and the learners shall be required to respond them within a specified period of time. The response of the learner is examined by a faculty member.

Evaluation: The evaluation system of the programme is based on two components:

A. Continuous Evaluation in the form of assignments (weightage 30%): This Component carries a weightage of 30%. There will be at least one graded assignment and test per course. These assignments are to be submitted to the Co-ordinator of the DDOE/Study Centre to which the student is assigned or attached with.

B. Term-end examination (weightage 70%): This will be held twice every year in the months of June and December. The students are at liberty to appear in any of the examinations conducted by the University during the year. A student will be allowed to appear in the Term-End Examination only after she/he has registered for that course and submitted the assignment. For appearing in the Examination, every student has to submit an Examination form through online (www.mangalayatan.in)/ or offline before the due dates as given in the schedule of operations. If a student misses any term-end examination of a course for any reason, s/he may appear for any of them or all the courses subject to the maximum of 8 courses in the subsequent term-end examinations. This facility will be available until a student secures the minimum pass grade in the courses but up to a maximum period of four semesters, since the date of registration of the course is valid for four semesters. Beyond this period s/he may continue for another four semesters by getting Re-registration by paying fee again. In that case, the score of qualified assignments and/or term-end examination will be retained and the student will be required to complete the left out requirements of such re-registered courses. Minimum requirement for passing a course will be 40% marks.

G. Laboratory Support and Library Resources

The library of Mangalayatan University aims to empower the teaching mission and intellectual culture of the community through availability through an organized collection of information as well as instruction in its access, relevance and evaluation.

The University Library enriches advance learning and discovery by providing access to a broad array of resources for education, research and creative work to ensure the rich interchange of ideas in the pursuit of knowledge.

The Directorate of Distance Education of Mangalayatan University has initiated the process of setting up a dedicated Library for ODL program and acquiring printed books and e-books for this purpose. The required International and National subject journals are also provided. We have a full functioning community radio service onboard (90.4 FM). We already have annual journal subscriptions and the capacity can be enlarged at later stages as the University lines up with more online journals.

The collection of the Library is rich and diverse especially in terms of the breadth and depth of coverage. Collection encompasses subjects in Management, Commerce, Information Technology, Computer Applications, and other allied areas. This collection further includes Books, Research Journals, Project Reports/Dissertations and online Journals.

The University has well equipped Computer Laboratories, Lecture Capturing Systems, Audio Video facilities, ICT enabled class rooms, Wi-Fi facilities etc.

H. Cost estimate of the programme and the provisions

Initial expenses have been done by the University in terms of provision of infrastructure, manpower, printing of Self Study Material etc. The University intends to allocate expenses out of the total fee collection as per following details:

a) SLM Development and Distribution	:	20%
b) Postal and ICT Expenses	:	10%
c) Salary and other Administrative expenses	:	60%

d) Future Research development reserve : 10%
Once programmes are operational, the programme budget from fee receipts will be planned as per the guidelines of University Grants Commission.

I. Quality Assurance

The University has established the Centre for Internal Quality Assurance (CIQA) in the University campus. The CIQA will monitor and maintain the quality of the ODL programmes. It has the following objectives in making the compliances of quality implementations.

Objectives

The objective of Centre for Internal Quality Assurance is to develop and put in place a comprehensive and dynamic internal quality assurance system to ensure that programmes of higher education in the Open and Distance Learning mode and Online mode being implemented by the Higher Educational Institution are of acceptable quality and further improved on continuous basis.

Functions of CIQA

The functions of Centre for Internal Quality Assurance would be following:

- 1) To maintain quality in the services provided to the learners.
- 2) To undertake self-evaluative and reflective exercises for continual quality improvement in all the systems and processes of the Higher Educational Institution.
- 3) To contribute in the identification of the key areas in which Higher Educational Institution should maintain quality.
- 4) To devise mechanism to ensure that the quality of Open and Distance Learning programmes and Online programmes matches with the quality of relevant programmes in conventional mode.
- 5) To devise mechanisms for interaction with and obtaining feedback from all stakeholders namely, learners, teachers, staff, parents, society, employers, and Government for quality improvement.
- 6) To suggest measures to the authorities of Higher Educational Institution for qualitative improvement.
- 7) To facilitate the implementation of its recommendations through periodic reviews.
- 8) To organize workshops/seminars/symposium on quality related themes, ensure participation of all stakeholders, and disseminate the reports of such activities among all the stakeholders in Higher Educational Institution.
- 9) To develop and collate best practices in all areas leading to quality enhancement in services to the learners and disseminate the same all concerned in Higher Educational Institution.
- 10) To collect, collate and disseminate accurate, complete and reliable statistics about the quality of the programme(s).
- 11) To ensure that Programme Project Report for each programme is according to the norms and guidelines prescribed by the Commission and wherever necessary by the appropriate regulatory authority having control over the programme;
- 12) To put in place a mechanism to ensure the proper implementation of Programme Project Reports.
- 13) To maintain a record of Annual Plans and Annual Reports of Higher Educational Institution, review them periodically and generate actionable reports.

- 14) To provide inputs to the Higher Educational Institution for restructuring of programmes in order to make them relevant to the job market.
- 15) To facilitate system based research on ways of creating learner centric environment and to bring about qualitative change in the entire system.
- 16) To act as a nodal coordinating unit for seeking assessment and accreditation from a designated body for accreditation such as NAAC etc.
- 17) To adopt measures to ensure internalization and institutionalization of quality enhancement practices through periodic accreditation and audit.
- 18) To coordinate between Higher Educational Institution and the Commission for various qualities related initiatives or guidelines.
- 19) To obtain information from other Higher Educational Institutions on various quality benchmarks or parameters and best practices.
- 20) To record activities undertaken on quality assurance in the form of an annual report of Centre for Internal Quality Assurance.
- 21) It will be mandatory for Centre for Internal Quality Assurance to submit Annual Reports to the Statutory Authorities or Bodies of the Higher Educational Institution about its activities at the end of each academic session. A copy of report in the format as specified by the Commission, duly approved by the statutory authorities of the Higher Educational Institution shall be submitted annually to the Commission.

After enrolling in M.Sc. (Mathematics) programme of Mangalayatan University in ODL mode, student will exhibit knowledge, skill and general competence with scientific aptitude and innovation. After completion of M.Sc. (Mathematics) programme, student will pursue further studies in mathematics for roles in academia, research, industry, finance, technology and government.



Registrar
Mangalayatan University
Beswan, Aligarh

MANGALAYATAN UNIVERSITY, ALIGARH

DIRECTORATE OF DISTANCE AND ONLINE EDUCATION



**PROGRAMME PROJECT REPORT
MASTER OF ARTS (ENGLISH)**

2023-24

Registrar
Mangalayatan University
Beswan, Aligarh

M.A. (MASTER OF ARTS) ENGLISH

The Master of Arts in English is designed to help students develop strong analytical skills and grounding in diverse critical and theoretical approaches. The programme helps students develop specialization in the particular area of English literary studies. The course aims at generating qualified, competent and articulate human resource capable of contributing to relevant domains of knowledge.

An important objective of the Masters programme is to introduce students to advanced study and scholarly activity in order to provide an avenue towards Ph.D for those who wish eventually to seek a career in the academia. In addition, the course is designed to provide a reasonably complete higher education in literary studies for those who do not intend to proceed to a further degree in the field but who may branch into other areas as diverse as publishing, editing, journalism, administration, management, communications, or teaching at the high school level.

The programme offers various compulsory courses providing training in Linguistics and English language, grounding in the genre, eras and movements in English literatures, a hands-on acquaintance with literary criticism as well as literary and critical theory. To create informed and motivated scholars, academics, litterateurs and communicators this programme adopts a comparative, contextualized and interdisciplinary perspective drawn from contemporary view of literature and culture.

A) Programme's Mission and Objectives

Mission

To develop reached and unreached students into a new generation of leaders through updated quality education and carrier assistance by open and distance learning.

Objectives

M.A English program at Mangalayatan University is designed after acknowledging essential quality inputs received from students, alumni, parents, academicians, teachers and also incorporating the contribution of the ability which enable a learner to develop critical thinking and decision making skills so that they can identify and analyze problems, develop feasible alternatives and make decisions effectively and efficiently. M.A programme will help students in acquiring specialised knowledge for developing the terminology and practical elements of literary criticism and theory; also will be able to analyse the underlying meaning of Indian English poetry, fiction and American fiction and so on.

B. Relevance of the Program with HEI's Mission and Goals

The vision and mission of HEI, Mangalayatan University, Aligarh are:

Vision:

To be an institution where the most formative years of a young mind are spent in the guided pursuit of excellence while developing a spirit of inquisitive questioning, an ability to excel in the pressure of a fast-changing professional world, and a desire to grow into a personality than a person, in an environment that fosters strong moral and ethical values, teamwork, community service and environment consciousness.

Mission:

- To be the enablers of the confluence of academic rigor and professional practicality.
- To bring global best practices to students through widespread use of technology.
- To empower our faculty to constantly develop new skills and excel professionally.

- To provide the best campus environment to the students and faculty with all facilities to nurture their interest.

M.A English program of the University strives to realize its vision and mission by rectifying student centric issues on priority and also to empower local community with the help of various social clubs running in University like NSS, KADAM and Alumni association. The University promotes multidisciplinary and allied research in various fields that supports and harnesses joyful learning environment. The goals of OL (Online Learning) program is to provide educational facilities to all qualified and willing persons who are unable to join regular courses due to personal or professional reasons. There are many potential learners who cannot afford to join regular courses due to professional responsibilities and personal commitments. For such cases, MA English through OL (Online Learning) mode can be helpful in increasing knowledge base and skill up-gradation.

The program aims to provide alternative path to wider potential learners who are in need of refresher courses to update their skills.

C. Nature of Prospective Target Group of Learners

Distance Education of Mangalayatan University (MU) shall target the working professional' sexecutivesas well as those who cannot attend a full-time program due to prior occupation or other assignments. The candidates desirous of taking admission in M.A English program, shall have to meet the eligibility norms as follows-

To obtain admission in M.A, program offered through OL (Online Learning) mode, the learner must have completed graduation in English literature/ Language/ Linguistics.

The OL (Online Learning)-M.A English program offered by Mangalayatan University caters the needs of diverse groups of undergraduate learners from all disciplines located in diverse regions and social structures such as learners from a low level of disposable income, rural dwellers, women and minorities who have little access to formal institutions of higher learning.

D. Appropriateness of programme to be conducted in OL (Online Learning) mode to acquire specific skills and competence

The University has identified the following program outcomes and program specific outcomes as acquisition of specific skills and competence for M.A. English Program.

1. Programme Outcomes (PO's)

Understand the basic literary concepts, theories and principles.

- Write and deliver oral, written and digital presentations on issues of literature
- Use digital mode and resources to research stylistic innovations pertaining to English
- Demonstrate critical thinking on key literary issues
- Discuss and research on key literary theories and concepts as relevant to present world and society.

2. Programme Specific Outcomes

- Succeed in obtaining employment appropriate to their interests, education and become a valuable academician.

- Continue to develop professionally through lifelong learning, higher education and accept the challenges in research and other creative pursuits in their areas of specialization.
- Disseminate the subject knowledge to coming generations effectively so as students can further develops them through self-study and create a sense of ethical responsibilities among students.

The University has taken care to introduce this (MA English) program taking into consideration, 1, and 2, to maintain the quality and to face the competition at the National/International level.

E. Instructional Design

The program is divided into four semesters and minimum credit requirement is 88 to get M.A degree through OL (Online Learning)mode from Mangalayatan University. Minimum time period for acquiring M.A degree will be two years and maximum (extended) time period is 4 years.

Evaluation Scheme

Semester-I						
S.N.	Course Code	Course Name	Credit	Continuous Assessment Marks	Term End Exam Marks	Grand Total
				Max.Marks	Max.Marks	
1	MAO-6101	THE STRUCTURE OF MODERN ENGLISHHC	6	30	70	100
2	MAO-6102	NON-FICTIONAL PROSE	6	30	70	100
3	MAO-6103	BRITISH DRAMA	6	30	70	100
Total			18	90	210	300

Semester-II						
S.N.	Course Code	Course Name	Credit	Continuous Assessment Marks	Term End Exam Marks	Grand Total
				Max.Marks	Max.Marks	
1	MAO-6201	FICTION	6	30	70	100
2	MAO-6202	SHAKESPEARE	6	30	70	100
3	MAO-6203	LITERARY CRITICISM AND THEORY	6	30	70	100
Total			18	90	210	300

Semester-III						
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S.N.	Course Code	Course Name	Credit	Continuous Assessment Marks	Term End Exam Marks	Grand Total
				Max.Marks	Max.Marks	
1	MAO-7101	ROMANTIC POETRY	6	30	70	100
2	MAO-7102	TWENTIETH CENTURY POETRY AND DRAMA	6	30	70	100
3	MAO-7103	INDIAN ENGLISH LITERATURE	6	30	70	100
4	MAO-7104	AMERICAN LITERATURE	6	30	70	100
Total			24	120	280	400

Semester-IV						
S.N.	Course Code	Course Name	Credit	Continuous Assessment Marks	Term End Exam Marks	Grand Total
				Max.Marks	Max.Marks	
1	MAO-7201	TWENTIETH CENTURY NOVELS	6	30	70	100
2	MAO-7202	THE NOVELS IN INDIA	6	30	70	100
3	MAO-7203	RESEARCH METHODOLOGY	4	30	70	100
4	MAO-7200	Dissertation	4	30	70	100
Total			20	120	280	400

MOOCS

The University shall give flexibility in opting for MOOC(Massive Online Open Courses) by the students pertaining to the prescribed curriculum and also the credits earned in the MOOC courses may be dealt as part of the evaluation scheme as per UGC(Open and Distance Learning Programmes and Online Programmes) Regulations,2020.

Syllabi and Course Materials

Syllabi, PPR and self-learning materials are developed mostly by experienced faculty members of Mangalayatan University in consultation with contents experts and the same will be forwarded to CIQA and BoS/Academic Council/ Executive Council for further suggestions and approval.

Syllabus Semester I

Course Name: The Structure of Modern English

Course Code: MAO-6101

Credit 6

Course Objectives: To enable the students comprehend phonological terms developing the ability to use different concepts of word forms and to make the learners asquint with sentence structure, various kinds of meanings and discourse analysis.

Course Outcomes: after completion the course, students will be able to develop correct pronunciation. They will be able to communicate effectively.

Block I: Phonology

Unit 1: Phonemes/ Sounds of English; Place and Manner of Articulation

Unit 2: Description and classification of Vowels and Consonants

Unit 3: Phonemes and Allophones; Phonemes of British R.P. and Phonemes of GIE

Unit 4: Word Stress; Weak Forms; Sentence Stress- Division and groups

Unit 5: Intonation: pitch and juncture

Block II: Morphology

Unit 6: Structure of Words

Unit 7: Concept of Morpheme; Allomorph; Types of Morphemes

Unit 8: Inflection and Derivation

Unit 9: Processes of Word Formation: Definition, Nature and Scope

Unit 10: Types of Word Formation Processes

Block III: Syntax

Unit 11: Elements of Grammar; Nouns, Pronouns and the Basic NP

Unit 12: Adjective and Adverb

Unit 13: Preposition and Prepositional Phrases

Unit 14: Sentence; Simple, Compound and Complex Sentences

Unit 15: Basic Sentence Pattern in English

Block IV: Semantics and Pragmatics

Unit 16: Semantics and Meaning: Conceptual and Associative Meaning

Unit 17: Seven Types of Meaning;

Unit 18: Components and Contrasts of Meaning: Synonymy, Antonymy, Hyponymy, Prototypes

Unit 19: Lexical Relations: Homonymy, Homophony, Polysemy, Metonymy

Unit 20: Speech Acts

Block V: Discourse

Unit 21: Definition, nature and scope

Unit 22: Language is dynamic, structured and systematic

Unit 23: Language and writing systems

Unit 24: Coherence in discourse

Unit 25: Language as text

Text and Reference Books

1. The Structure of Modern English: A linguistic introduction Paperback – Import, 15 July 2000 by Laurel J. Brinton (Author)
 2. The Phonology-Morphology Interface in Malay: An Optimality Theoretic Account (Pacific Linguistics, 568) Paperback – January 1, 2005 by Zaharani Ahmad
 3. Minde, Don van. Malayu Ambong: Phonology, morphology, syntax. Leiden, the Netherlands: Research School CNWS, 1997.
 4. Eijk, Jan van. The Lilloet language: Phonology, morphology, syntax. Vancouver: UBC Press, 1997.
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Course Name: Non-Fictional Prose

Course Code: MAO-6102

Credit 6

Course Objectives: to make the learner aware of nonfiction text features in varying text samples. To understand the literary terms used by the nonfiction writers

Course Outcomes: Students will be able to identify, analyze, interpret and describe the critical ideas, values, and themes that appear in literary and cultural texts and understand the way these ideas, values, and themes inform and impact culture and society.

Block I: Francis Bacon: Essays

Unit 1: Of Studies

Unit 2: Of Death

Unit 3: Of Adversity

Unit 4: Of Marriage and Single Life

Unit 5: Of Superstition

Unit 6: Of Truth

Unit 7: Of Revenge

Block II: Charles Lamb

Unit 8: Oxford in the vacation

Unit 9: All fool's day

Unit 10: Imperfect Sympathies

Unit 11: Valentine's Day

Unit 12: The Praise of Chimney Sweepers

Unit 13: A Bachelor's Complaint of the Behavior of Married People

Unit 14: The old and new master

Block III: A.G. Gardiner

Unit 15: Saying Please

Unit 16: Of courage Defense of Ignorance

Unit 17: Of Courage

Unit 18: An About a Dog

Unit 19: On catching the train

Unit 20: The Vanity of Old Age

Block IV: Bertrand Russell

Unit 21: Philosophy of lay man

Unit 22: Future of mankind

Unit 23: An Outline of intellectual Rubbish

Unit 24: The Problem of Philosophy

Text and Reference Books

1. Richard Whately, D.D (Archbishop of Dublin). London: John W. Parker and Son, West Strand, 1856.
 2. Francis Bacon on Death, Revenge, Envy and Anger (Illustrated) Kindle Edition by Francis Bacon
 3. Charles Lamb: Essays Of Elia (With Text) - ISBN: 978-81-229-0308-9 Paperback – 1 January 2018
by A Critical Study By Dr. Raghukul Tilak And Edited By Shakti Batra
 4. London, England, Church of England Marriages and Banns, 1754-1932
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Course Name: Drama

Course Code: MAO-6103

Credit 6

Course Objectives: To builds confidence, creativity and to improves verbal and non-verbal communication skills. Developing empathy and concentration and to encourages teamwork and collaboration

Course Outcomes: they will be able to implement and coordinate collaboration, critical thinking, creativity, and organizational skills in the theatrical process in theory and practice.

Block I: Sophocles: Oedipus the King

Unit 1: Prologue

Unit 2: Prologue

Unit 3: Middle part

Unit 4: Exodus

Unit 5: Exodus

Block II: Christopher Marlowe: Dr. Faustus

Unit 6: Act 1- scenes: 1-8

Unit 7: Act 2- scenes: 9-17

Unit 8: Act 3- scenes: 18-24

Unit 9: Act 4- scenes: 25-32

Unit 10: Act 5- scenes: 33- 40

Unit 11: Act 5- scenes: 41-50

Block III: William Shakespeare: Hamlet

Unit 12: Act 1- scenes: 1-2

Unit 13: Act 1- scenes: 3-5

Unit 14: Act 2- scenes: 1-2

Unit 15: Act 3- scenes: 1-4

Unit 16: Act 4- scenes: 1-3

Unit 17: Act 4- scenes: 4-7

Unit 18: Act 5- scenes: 1-2

Block IV: Henrik Ibsen: Doll's House

Unit 19: Act 1- first half part

Unit 20: Act 1- second half part

Unit 21: Act 2- first half part

Unit 22: Act 2- second half part

Unit 23: Act 3- first half part

Unit 24: Act 3- second half part

Text and Reference Books

1. Oedipus The King (Enriched Classics) Mass Market Paperback – Special Edition, 1 July 2005 by Sophocles
 2. Farnham, Willard. Twentieth-Century Interpretations of Doctor Faustus. Englewood Cliffs, New Jersey: Prentice- Hall, 1969.
 3. Eliot, T. S. "Hamlet and His Problems." In *The Sacred Wood*. Mineola, NY: Dover Publications, reprint edition 1997.
 4. Marker, Frederick. *Ibsen's Lively Art*. New York: Cambridge University Press, 1989.
-

Semester II
Course Name: Fiction

Course Code: MAO-6201

Credit 6

Course Objectives: will help the students understand other people's perspectives. Understand empathy, theory of mind, and critical thinking.

Course Outcomes: students will be able to describe new knowledge, skills, and attitudes. It will enhance their imaginative power to create things

Block I: Theory of Fiction

Unit 1: Structure of fiction theory-I

Unit 2: Structure of fiction theory-II

Unit 3: Craft of fiction theory

Unit 4: Narratology and Related Aspects of fiction theory-I

Unit 5: Narratology and Related Aspects of fiction theory-II

Block II: Henry Fielding: Joseph Andrews: Book-1

Unit 6: Chapters 1-4

Unit 7: Chapters 5-8

Unit 8: Chapters 9-12

Unit 9: Chapters 13-16

Unit 10: Chapters 17-18

Block III: Thomas Hardy: Tess of D'Urbervilles

Unit 11: Chapters 1-5

Unit 12: Chapters 6-10

Unit 13: Chapters 11-15

Unit 14: Chapters 16-20

Unit 15: Chapters 21- 25

Unit 16: Chapters 26-30

Unit 17: Chapters 31-35

Unit 18: Chapters 36-40

Unit 19: Chapters 41-50

Unit 20: Chapters 51-59

Block IV: D.H. Lawrence: Sons and Lovers

Unit 21: Part 1: Chapters 1-3

Unit 22: Part 1: Chapters 4-6

Unit 23: Part 2: Chapters 7-9

Unit 24: Part 2: Chapters 10-12

Unit 25: Part 2: Chapters: 13-15

Text and Reference Books

1. Thomas Carlyle — *Sartor Resartus* (1836)
 2. Bloom, Harold. Thomas Hardy's *Tess of the d'Urbervilles*. New York: Chelsea House, 1987.
 3. Fielding, Henry Joseph Andrews with Shamela and Related Writings. Edited by Home
 4. Sons and Lovers and 1984, functions of the Nottinghamshire dialect and Newspeak
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Course Name: William Shakespeare

Course Code: MAO-6202

Credit 6

Course Objectives: will provide students with a stepping-stone to begin thinking about these important topics, as well as a space to explore their own ideas.

Course Outcomes: after completion the course, students will delve into the issues of love, loss, treachery, honor, tenderness, anger, despair, jealousy, contempt, fear, courage, and wonder

Block I: A Midsummer Night's Dream

Unit 1: Act 1- scenes 1-2

Unit 2: Act 2- scenes 1-2

Unit 3: Act 3- scenes 1-2

Unit 4: Act 4- scenes 1-2

Unit 5: Act 5- scenes 01

Block II: King Lear

Unit 6: Act 1- scenes 1-5

Unit 7: Act 2- scenes 1-4

Unit 8: Act 3- scenes 1-7

Unit 9: Act 4- scenes 1-7

Unit 10: Act 5- scenes 1-3

Block III: The Tempest

Unit 11: Act 1- scenes 1-2

Unit 12: Act 2- scenes 01

Unit 13: Act 2- scenes 02

Unit 14: Act 3- scenes 01

Unit 15: Act 3- scenes 02

Unit 16: Act 3- scenes 03

Unit 17: Act 4- scenes 01

Unit 18: Act 5- scenes 01

Block IV: Hamlet

Unit 19: Act 1- scenes 1-2

Unit 20: Act 1- scenes 3-5

Unit 21: Act 2- scenes 1-2

Unit 22: Act 3- scenes 1-4

Unit 23: Act 4- scenes 1-3

Unit 24: Act 4- scenes 4-7

Unit 25: Act 5- scenes 1-2

Text and Reference Books.

1. **Eliot, T. S. "Hamlet and His Problems." In *The Sacred Wood*. Mineola, NY: Dover Publications, reprint edition 1997.**
2. Ioppolo, Grace. *William Shakespeare's King Lear: A Sourcebook*. New York: Routledge, 2003.
3. *The Oxford Shakespeare: A Midsummer Night's Dream* OWC: PB (Oxford World's Classics) Pocket Book – 29 July 2009.
4. **Murphy, Patrick M., ed. *The Tempest: Critical Essays*. New York: Garland, 2000.**

Course Name: Literary Criticism and Theory

Course Code: MAO-6203

Credit 6

Course Objectives: Familiarize students with the literary premises and intellectual background pertinent to important eras of the literary and critical theory. Encourage students to discover their own literary and critical theories as they read.

Course Outcomes: Students will be able to apply *critical and theoretical approaches* to the reading and analysis of literary and cultural texts in multiple genres.

Block I: Western Classical Literary Criticism

Unit 1: Aristotle: The Poetics-Chapters 1-5

Unit 2: Aristotle: The Poetics-Chapters 6-10

Unit 3: Aristotle: The Poetics-Chapters 11-15

Unit 4: Aristotle: The Poetics-Chapters 16-20

Unit 5: Aristotle: The Poetics-Chapters 21-26

Unit 6: Longinus : On the Sublime-Chapters 1-5

Unit 7: Longinus : On the Sublime-Chapters 6-10

Unit 8: Longinus : On the Sublime-Chapters 11-15

Unit 9: Longinus : On the Sublime-Chapters 16-29

Unit 10: Longinus : On the Sublime-Chapters 30-38

Unit 11: Longinus : On the Sublime-Chapters 39-44

Block II: Neo-Classical Criticism

Unit 12: John Dryden: Essay on Dramatic Poesy-Views of Crites

Unit 13: John Dryden: Essay on Dramatic Poesy-Views of Eugenius

Unit 14: John Dryden: Essay on Dramatic Poesy-Views of Lisideius

Unit 15: John Dryden: Essay on Dramatic Poesy-Views of Neander

Unit 16: Dr. Johnson's-Lives of Poets-Lives of Poets **John Milton**

Unit 17: Dr. Johnson's-Lives of Poets-Lives of Poets **John Dryden**

Unit 18: Dr. Johnson's-Lives of Poets-Lives of Poets **Joseph Addison**

Unit 19: Dr. Johnson's-Lives of Poets-Lives of Poets Alexander Pope

Block III: Modern Criticism

Unit 20: T.S. Eliot-Tradition & Individual Talent

Unit 21: I.A. Richards: Principles of Literary Criticism-Chapter 1-3

Unit 22: I.A. Richards: Principles of Literary Criticism-Chapter 4-7

Block IV: Post-Modern Criticism

Unit 23: Ferdinand de Saussure-Sign, Signifier and Signified

Unit 24: Ferdinand de Saussure-Categories Of Sign- Icon, Index, Symbol

Unit 25: Elaine Showalter-Feminist Critique

Unit 26: Elaine Showalter-Gynocriticism

Text and Reference Books

1. Abrams, M. H. Doing Things with Texts: Essays in Criticism and Critical Theory 1989
2. Barry, Peter, Beginning Theory: An Introduction to Literary and Cultural Theory 2002
3. Bressler, Charles, Literary Criticism: An Introduction to Theory and Practice 2003

Semester III
Course Name: Romantic Poetry

Course Code: MAO-7101

Credit 6

Course Objectives: understand the nature and to belief in the goodness of humanity; the rediscovery of the artist as a supremely individual creator; the development of nationalistic pride; and the exaltation of the senses and emotions over reason and intellect.

Course Outcomes: it will give exposure of emotion, imagination, escapism, supernaturalism, Hellenism, medievalism, love for nature

Block I: William Blake

Unit 1: The Marriage of Heaven and Hell-**The Argument**

Unit 2: The Marriage of Heaven and Hell-**The Voice of the Devil**

Unit 3: The Marriage of Heaven and Hell-**Memorable Fancy – 1**

Unit 4: The Marriage of Heaven and Hell-**Memorable Fancy – 2**

Unit 5: The Marriage of Heaven and Hell-**Proverbs of Hell**

Unit 6: The Marriage of Heaven and Hell-**A Song of Liberty**

Block II: William Wordsworth

Unit 7: The Prelude (1850)-Chapter VI

Unit 8: The Prelude (1850)-Chapter IX

Unit 9: The Prelude (1850)-Chapter XII

Unit 10: The Prelude (1850)-Chapter XIV (first half part)

Unit 11: The Prelude (1850)-Chapter XIV (second half part)

Block III: Lord Byron

Unit 12: Don Juan-Cantos I: first half part

Unit 13: Don Juan-Cantos I: second half part

Unit 14: Don Juan-Cantos II: first half part

Unit 15: Don Juan-Cantos II: second half part

Block IV. John Keats

Unit 16: Hyperion-Chapter 01

Unit 17: Hyperion-Chapter 02

Unit 18: Hyperion-Chapter 03

Unit 19: Hyperion-Chapter 04

Unit 20: Hyperion-Chapter 05

Unit 21: Hyperion-Chapter 06

Unit 22: The Fall of Hyperion-First part

Unit 23: The Fall of Hyperion-Middle part

Unit 24: The Fall of Hyperion-Last part

Text and Reference Books

1. Blake, William (1988). Erdman, David V. (ed.). The Complete Poetry and Prose (Newly revised ed.). Anchor Books. ISBN 0385152132.

2. Nurmi, Martin (1979). "On The Marriage of Heaven and Hell". In Blake's Poetry and Designs. Mary Lynn Johnson and John E. Grant, eds. New York: Norton.
3. Wordsworth, William (1850), "The Prelude or, Growth of a Poet's Mind; An Autobiographical Poem", Internet Archive (1 ed.), London: Edward Moxon, Dover Street, retrieved 16 June 2016
4. "The Fall Of Hyperion by Dan Simmons". Kirkus Reviews. March 20, 1990. Retrieved July 10, 2019.

Course Name: Twentieth Century Poetry and Drama

Course Code: MAO-7102

Credit 6

Course Objectives: To enable the students to know about the modernist canon founded on Ezra Pound's idea of 'make it knew'. To understand the historical background including the socio political changes in 20th century and innovative techniques introduced by the writers of 20th century.

Course Outcomes: By the end of course, students would have understood the new techniques i.e. psycho analysis and stream of consciousness. Students would have gained knowledge about the various aspects of women's movement along with the different causes contributed to the rise of such movement.

Block I: W.B. Yeats

Unit 1: Adam's Curse-Theme, Analysis, Appreciation

Unit 2: The Wild Swans at Coole-Theme, Analysis, Appreciation

Unit 3: Easter 1916-Cantos- 1-2

Unit 4: Easter 1916-Cantos- 3-4

Unit 5: A Dialogue of Self and Soul-Cantos- 01

Unit 6: A Dialogue of Self and Soul-Cantos- 02

Block II: T. S. Eliot: The Waste Land

Unit 7: Section- 1: The Burial of the Dead

Unit 8: Section- 2: A Game of Chess

Unit 9: Section- 3: The Fire Sermon

Unit 10: Section- 4: Death by Water

Unit 11: Section- 5: What the Thunder Said

Block III: Ezra Pound Hugh Selwyn Mauberley

Unit 12: Unit-I: Part-1: Cantos 1-2

Unit 13: Unit-II: Part-1: Cantos 3-4

Unit 14: Unit-III: Part-1: Cantos 5-6

Unit 15: Unit-IV: Part-1: Cantos 7-8

Unit 16: Unit-V: Part-1: Cantos 9-10

Unit 17: Unit-VI: Part-1: Cantos 11-12

Block IV: Luigi Pirandello Henry IV, Tr, Julian Mitchell (London; Eyre Methuen, 1979)

Unit 18: Unit-I-Act 1-Scene- 01

Unit 19: Unit-II-Act 1- Scene- 02

Unit 20: Unit-III-Act 1- Scene- 03

Unit 21: Unit- IV-Act 1- Scene- 04

Unit 22: Unit- V-Act 2- Scene- 1-2

Unit 23: Unit- VI-Act 2- Scene- 3-4

Unit 24: Unit- VII-Act 2- Scene- 5-7

Unit 25: Unit- VIII-Act 3- Scene- 1-2

Unit 26: Unit- IX-Act 3-Scene- 03

Text and Reference Books

1. Ramazani, Jahan, Richard Ellmann, and Robert O'Clair. The Norton Anthology of Modern and Contemporary Poetry. 3rd edn. Vol. 1. London: Norton, 2003. pp. 100.
2. Eliot, T. S. (2001). The Waste Land. New York: W. W. Norton. ISBN 0-393-97499-5.
3. Leavis, F. R. (1978). New Bearings in English Poetry. AMS Press. ISBN 0-404-14035-1.
4. Luigi Pirandello, "Henry IV: Followed by "The License," edited and Translated by Martha Witt and Mary Ann Frese Witt (New York: Italica Press, 2016), x.

Course Name: Indian English Literature

Course Code: MAO-7103

Credit 6

Course Objectives: It aims to create awareness among the students of the rich and diverse literary cultures of ancient India. To introduce students major literary works of Indian classical dramatist and devotion and dedication in human life.

Course Outcomes: By the end of course the students would have gained knowledge about the masterpieces in Indian classical literature. Students would have been imbibed by the virtue of sacrifice, passions, integrity, tolerance and selflessness.

Block I: Tagore

Unit 1: Unit-I-Gitanjali-Poems 1-10

Unit 2: Unit-II-Gitanjali-Poems- 11-20

Unit 3: Unit-III-Gitanjali-Poems- 21-30

Unit 4: Unit-IV-Gitanjali-Poems- 31-40

Unit 5: Unit- V-Gitanjali-Poems- 41-50

Unit 6: Unit- VI-Gitanjali-Poems- 51-60

Unit 7: Unit-VII-Gitanjali-Poems- 61- 70

Unit 8: Unit-VIII-Gitanjali-Poems- 71-80

Unit 9: Unit-IX-Gitanjali-Poems- 81-90

Unit 10: Unit- X-Gitanjali-Poems- 91-103

Block II: Nissim Ezekiel

Unit 11: Night of the scorpion-Theme, Analysis, Appreciation

Unit 12: The poet, lover and birdwatcher-Theme, Analysis, Appreciation

Unit 13: The Patriot-Theme, Analysis, Appreciation

Unit 14: Philosophy-Theme, Analysis, Appreciation

Unit 15: Jewish wedding in Bombay-Theme, Analysis, Appreciation

Block III: AK. Ramanujan

Unit 16: Looking for a cousin on a swing-Theme, Analysis, Appreciation

Unit 17: A River-Theme, Analysis, Appreciation

Unit 18: 'Of Mousers among other things'-Theme, Analysis, Appreciation

Unit 19: Small scale reflections on a great house -Set -1

Unit 20: Small scale reflections on a great house -Set- 2

Block IV. Kamla Das: Poems

Unit 21: My Grandmother's House -Theme, Analysis, Appreciation

Unit 22: The Old Play House-Theme, Analysis, Appreciation

Unit 23: Summer in Calcutta-Theme, Analysis, Appreciation

Unit 24: My Mother at Sixty-Six-Theme, Analysis, Appreciation

Unit 25: Forest Fire-Theme, Analysis, Appreciation

Text and Reference Books

1. Summary of Gitanjali by Rabindranath Tagore| Kaitholil.com" kaitholil.com. Retrieved 2022-0730
 2. Scorpion, Night of the. "Night of the Scorpion by Nissim Ezekiel". allpoetry.com. Retrieved 2022 07-13.
 3. "Analysis of "Night of the Scorpion" by Nissim Ezekiel". Poemotopia. Retrieved 17 July 2022.
 4. "Guide to the A.K. Ramanujan Papers 1944-1995". lib.uchicago.edu. Retrieved 27 August 2018
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Course Name: American Literature (19th Century)

Course Code: MAO-7104

Credit 6

Course Objectives: Attempts to teach the students the socio cultural and political events responsible for the development in American literary history. To get an insight social realism and American novel, folklore and American novel.

Course Outcomes: By the end of course, students would have gained knowledge about how multiculturalism was shaped through its rich literature. Students would have learnt some aspects of American English usage and diction.

Block I: Background Topics

Unit 1: Puritanism-Origin and background

Unit 2: Puritanism-Writing Style

Unit 3: Puritanism-Instilment of Fear

Unit 4: Puritanism-biblical Allusions

Unit 5: Transcendentalism-Origin and background

Unit 6: Transcendentalism-Nature and importance

Unit 7: Transcendentalism-Tenets and characteristics

Unit 8: The Frontier: The first frontier-Characteristics and significance

Unit 9: The Second Frontier-Characteristics and significance

Block II: Nathaniel Hawthorne

Unit 10: The Scarlet Letter-Chapter1-4

Unit 11: The Scarlet Letter-Chapter 5-9

Unit 12: The Scarlet Letter-Chapter 10-14

Unit 13: The Scarlet Letter-Chapter 15-19

Unit 14: The Scarlet Letter-Chapter 20-24

Block III: Mark Twain

Unit 15: The Adventures of Huckleberry Finn-Chapter 1-8

Unit 16: The Adventures of Huckleberry Finn-Chapter 9- 18

Unit 17: The Adventures of Huckleberry Finn-Chapter 19- 27

Unit 18: The Adventures of Huckleberry Finn-Chapter 28- 35

Unit 19: The Adventures of Huckleberry Finn-Chapter 36-43

Block IV: Edward Albee

Unit 20: Who's Afraid of Virginia Woolf? (Act 1: part i)

Unit 21: Who's Afraid of Virginia Woolf? (Act 1: part ii)

Unit 22: Who's Afraid of Virginia Woolf? (Act 2: part i)

Unit 23: Who's Afraid of Virginia Woolf? (Act 2: part ii)

Unit 24: Who's Afraid of Virginia Woolf? (Act 3)

Text and Reference Books

1. Hazel Hutchison, *The War That Used Up Words: American Writers and the First World War* (Yale University Press, 2015)
2. Jeffrey Meyers, *Scott Fitzgerald: A Biography* (HarperCollins, 1994).
3. Dos Passos, John (1932). *Three Soldiers*. United States of America: The Modern Library

Semester IV

Course: Twentieth Century Novels

Course Code: MAO-7201

Credit 6

Course Objectives: To familiarize the students with the new literature of Britain in the early decades of 20th century. To understand the historical background including the socio-political changes in the 20th century.

Course Outcomes: By the end of course, students would have understood the new techniques i.e., Psycho analysis and stream of consciousness. Students would have understood the aftermath of the movement and its impact on society.

Block I: Joseph Conrad & Vladimir Ilyich Lenin

Unit 1: Nostromo: Part One-The Silver of Mine-Chapter 1-4

Unit 2: Nostromo: Part One-The Silver of Mine-Chapter 5-8

Unit 3: Nostromo: Part Two-The Isabels-Chapter 1-4

Unit 4: Nostromo: Part Two-The Isabels-Chapter 5-8

Unit 5: Nostromo: Part Three-The Light House-Chapter 1-4

Unit 6: Nostromo: Part Three-The Light House-Chapter 5-8

Unit 7: Nostromo: Part Three-The Light House-Chapter 9-13

Unit 8: Vladimir Ilyich Lenin-Concentration of Production and Monopolies

Unit 9: Vladimir Ilyich Lenin-Banks and Their New Role

Unit 10: Vladimir Ilyich Lenin-Finance Capital and the Financial Oligarchy

Unit 11: Transcendentalism-Imperialism, as a Special Stage of Capitalism

Block II: Franz Kafka: The Trial, tr. Willa and Edwin Muir (Harmondsworth: Penguin, 1953).

Unit 12: The Trial, tr. Willa and Edwin Muir-First half part of novel

Unit 13: The Trial, tr. Willa and Edwin Muir-Second half part of novel

Block III: James Joyce –

Unit 14: A Portrait of the Artist as a Young Man-Chapter 1: part: 1-2

Unit 15: A Portrait of the Artist as a Young Man-Chapter 1: part: 3-4

Unit 16: A Portrait of the Artist as a Young Man-Chapter 2: part: 1-3

- Unit 17:** A Portrait of the Artist as a Young Man-Chapter 2: part: 1-2
Unit 18: A Portrait of the Artist as a Young Man-Chapter 2: part: 4-5
Unit 19: A Portrait of the Artist as a Young Man-Chapter 3: part: 1-3
Unit 20: A Portrait of the Artist as a Young Man-Chapter 4: part: 1-3
Unit 21: A Portrait of the Artist as a Young Man-Chapter 5: part: 1-2
Unit 22: A Portrait of the Artist as a Young Man-Chapter 5: part: 3-4
Unit 23: Postmodernism or the Cultural Logic- part: 1-2
Unit 24: Postmodernism or the Cultural Logic- part: 3-4
Unit 25: Postmodernism or the Cultural Logic- part: 5-6

Block IV: Gabriel Garcia Marquez-One Hundred Years of Solitude, tr. Gregory Rabassa (London: Harper and Row, 1970)

- Unit 26:** One Hundred Years of Solitude-Chapter 1-5
Unit 27: One Hundred Years of Solitude-Chapter 6-10
Unit 28: One Hundred Years of Solitude-Chapter 11-15
Unit 29: One Hundred Years of Solitude-Chapter 16-20

Text and Reference Books

1. Andrew Greeley's novel *Virgin and Martyr* (1985) has much of the story set in the fictional country of Costaguana. Many of the place names are borrowed from Conrad's novel.
2. "Joseph K – review" by Lynn Gardner, *The Guardian* (17 November 2010)
3. Kafka himself always used the spelling *Process*; Max Brod, and later other publishers, changed it. See Faksimile Edition.
4. Gullon, Ricardo. "Review: Gabriel García Márquez & the Lost Art of Storytelling". *Diacritics*, Vol. 1, No. 1 (Autumn, 1971), pp. 27–32.

Course: The Novel in India

Course Code: MAO-7202

Credit 6

Course Objectives: To understand the various features of Indian literature in English. To make the students aware of the superstitious practices prevalent in Indian society.

Course Outcomes: Students would have learnt the values of spiritual refinement in human life. Students would have understood the need of wiping out social evils to dream of a healthy society.

Block I: Bankim Chandra Chatterji

- Unit 1:** Krishnakant's Will (1876) Part-1: Chapter 1-10
Unit 2: Krishnakant's Will (1876): Chapter 11-20
Unit 3: Krishnakant's Will (1876): Chapter 21-25
Unit 4: Krishnakant's Will (1876): Chapter 26-31
Unit 5: Krishnakant's Will (1876) Part-2: Chapter 1-7
Unit 6: Krishnakant's Will (1876): Chapter 8-15
Unit 7: S. N. Mukherjee- The Poison Tree: Chapter 1-15
Unit 8: S. N. Mukherjee- The Poison Tree: Chapter 16-30
Unit 9: S. N. Mukherjee -The Poison Tree: Chapter 31-40

Block II: Prem Chand

- Unit 10:** Toe Gift of a Cow (1936)-Part 1-5
Unit 11: Toe Gift of a Cow (1936)-Part 6-10

Unit 12: Toe Gift of a Cow (1936)-Part 11-15

Unit 13: Toe Gift of a Cow (1936)-Part 16-20

Block III: Shrilal Shukla

Unit 14: Part 1-Chapter 1-10

Unit 15: Part 2-Chapter 1-5

Unit 16: Part 2-Chapter 6-10

Unit 17: Part 2-Chapter 11-15

Unit 18: Part 2-Chapter 16-20

Unit 19: Part 3-Chapter 1-10

Unit 20: Part 3-Chapter 11-15

Unit 21: Part 3-Chapter 16-20

Unit 22: Part 3-Chapter 21-25

Unit 23: Part 3-Chapter 26-35

Block IV: UR Ananta Murthy

Unit 24: Samskara: A Rite for a Dead Man-Chapter 1-3

Unit 25: Samskara: A Rite for a Dead Man-Chapter 4-7

Unit 26: Samskara: A Rite for a Dead Man-Chapter 8-12

Text and Reference Books

1. "The Gift of a Cow : A Translation of the Classic Hindi Novel: Godaan". Vedams Books. Retrieved 20 August 2010.
2. "Godaan (1963)". IMDb. Retrieved 25 August 2021.
3. Upendra Nath Sharma (23 September 2012). "'Raag Darbari': The chronicle of power and politics retold". The New Indian Express. Retrieved 14 October 2014.
4. Ananthamurthy, U. R., "How I wrote Samskara" in Boral, Rao, Rath: Samskara, a critical reader, Delhi, 2005

Course: Research Methodology

Course Code: MAO-7203

Credit 6

Course Objectives: To identify and discuss the complex issues inherent in selecting a research problem, selecting an appropriate research design, and implementing a research project. Understanding the concepts and procedures of sampling, data collection, analysis and reporting.

Course Outcomes: by the end of the course, student will be able to explain key research concepts and issues as well as read, comprehend, and explain research articles in their academic discipline.

Block I: Basics of Research

Unit 1: Definition of research

Unit 2: Qualities of a good researcher

Unit 3: Key terms in research: investigation, exploration

Unit 4: Hypothesis, data

Unit 5: Techniques, methods

Unit 6: Results and findings

Unit 7: Variables

Unit 8: Research area and

Unit 9: Research topic

Block II: Constructing Research Design

Unit 10: Pre-experimental designs

Unit 11: Experimental designs

Unit 12: Pre-test design

Unit 13: Post test design

Block III: Research Process

Unit 14: Formulating the research problem/research topic

Unit 15: Preparing bibliography for background reading

Unit 16: Review of Literature

Unit 17: Defining aims and objectives

Unit 18: Developing hypothesis

Unit 19: Deciding the scope and limitations

Unit 20: Adopting appropriate research methodology

Block IV: Dimensions of research in English language and English literature

Unit 21: Kinds of research possible in English literature

Unit 22: Kinds of research possible in English linguistics

Unit 23: Qualitative Research in linguistics

Unit 24: Quantitative Research in linguistics

Text and Reference Books

1. Howell, Kerry E. (13 November 2012). "Preface" An Introduction to the Philosophy of Methodology. SAGE. ISBN 978-1-4462-9062-0
2. Oduor, Rmj (10 August 2010). "Research Methodology in Philosophy within an Interdisciplinary and Commercialised African Context: Guarding Against Undue Influence from the Social Sciences". Thought and Practice: A Journal of the Philosophical Association of Kenya. **2** (1): 87–118. doi:10.4314/tp.v2i1.59969.
3. Silverman, David (Ed). (2011). Qualitative Research: Issues of Theory, Method and Practice, Third Edition. London, Thousand Oaks, New Delhi, Singapore: Sage Publications

Course: English Literature from Chaucer to Milton

Course Code: MAO-7204

Credit 6

Course Objectives: To introduce the student to British poetry and drama from the age of Chaucer to the age of pope. To view British literature in its socio-cultural and political contexts.

Course Outcomes: Students would have got exposure to the features of Chaucer and Milton literary terms and will be able to make out how the structure of Shakespearean sonnet varies from Petrarchan sonnet.

Block I: Geoffrey Chaucer

Unit 1: The General Prologue-The Miller's Prologue

Unit 2: The General Prologue-The Miller's Tale

Unit 3: The General Prologue-The Pardoner's Prologue

Unit 4: The General Prologue-The Pardoner's Tale'

Unit 5: The Miller's Prologue and Tale-The Nun's Priest's Tale

Block II: Edmund Spenser

Unit 6: April Eclogue' in The Shepheardes Calender-Summary, theme, analysis

Unit 7: Letter to Raleigh-Summary and analysis

Unit 8: The Faerie Queen: Books III-Cantos 5, 6, and 7

Unit 9: The Faerie Queen: Books V-Cantos 5, 6, and 7

Unit 10: The Faerie Queen: Book VI-Cantos 5, 6, and 7

Block III: William Shakespeare

Unit 11: Shall I compare thee to a summer's day- Sonnet 18

Unit 12: When, in disgrace with fortune and men's eyes.-Sonnet 29

Unit 13: Hat time of year thou mayst in me behold-Sonnet 73

Unit 14: They that have power to hurt and will do none-Sonnet 94

Unit 15: Alas, 'tis true I have gone here and there-Sonnet 110

Unit 16: Let me not to the marriage of true minds-Sonnet 116

Unit 17: Th' expense of spirit in a waste of shame-Sonnet 129

Unit 18: My mistress' eyes are nothing like the sun-Sonnet 130

Unit 19: When my love swears that she is made of truth- Sonnet 138

Block IV: John Milton

Unit 20: Paradise Lost-Book 1 first half part

Unit 21: Paradise Lost-Book 1 second half part

Unit 22: Paradise Lost-Book 2 half part

Unit 23: Paradise Lost-Book 2 second half part

Unit 24: Paradise Lost-Book 12 half part

Unit 25: Paradise Lost-Book 12 second half part

Text and Reference Book

1. The Oxford Companion to English Literature, p. 890
 2. Stanley Brian Greenfield, A New Critical History of Old English Literature (New York: New York University Press, Abels, Richard (2005). Alfred the Great: War, Kingship and Culture in Anglo-Saxon England. Longman. p. 15. ISBN 0-582-04047-7.
 3. Long, William J. (1909), English Literature, Its History and Its Significance for the Life of the English Speaking World, Public domain, p. 57
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Faculty and Support Staff

The University has identified the requisite faculty and support staff as mandated by UGC and formally they shall be allocated the required positions from amongst the existing faculty exclusively for OL (Online Learning) mode or fresh appointments as required so, shall be initiated for which Letter of Intent have been issued to the prospective faculty and staff. The course material prepared by this university will be on par with any open university/Distance education centre in the country.

Delivery Mechanism

The OL (Online Learning) of MU follows a modern ICT (Information & Communication Technology) enabled approach for instruction. The methodology of instruction in OL (Online Learning) of MU is different from that of the conventional/regular programs. Our OL (Online Learning) system is more learner-oriented and the learner is an active participant in the teaching-learning process. OL (Online Learning) of MU academic delivery system comprises:

A. Print Material

The printed material of the programme supplied to the students will be unit wise for every course.

B. Counselling Sessions

Normally, counselling sessions are held as per a schedule drawn beforehand by the Subject Coordinator. There will be 6 counselling/ contact classes for 4 credit course will be held on the campus on Saturday and on Sunday of 2 hour duration for each course in face to face mode (In case of 2 credit course contact hours are required 6 hours and in case of 6 credit course contact hours required 18 hours). Contact classes will be held in the campus on Saturdays and on Sundays.

C. Medium of Instruction

Medium of Course Instruction: English

Medium of Examination: English

Student Support Systems

Universities study centres or learner support centre shall be headed by a coordinator, not below the rank of Assistant professor and shall be augmented with academic and non-academic staff depending on the learner.

The university has made appropriate arrangements for various support services including counselling schedule and resource-oriented services evaluation methods and dates both on and off line modes for easy and smooth services to the students of distance mode.

At present the university have only one study centre in the campus. The institution is not promoting any study centres outside the campus. All student support services will be provided to the student through a single window method/mode onsite and online.

F. Procedure for Admissions, Curriculum, Transaction and Evaluation

Admission Process

Admission to M.A. English programme will be done on the basis of screening of candidate's eligibility on first come first serve basis. Admission shall not be a right to the students and MU, DDOE shall retain the right to cancel any admission at any point of time if any irregularity is found in the admission process, eligibility etc.

Maximum Duration

The maximum duration of M.A. programme is four years. Thereafter, students seeking completion of the left over course(s) will be required to seek fresh admission.

Eligibility

Graduate from a recognised University is eligible for admission to M.A. English Programme.

Fee Structure

Name of the Program	Degree	Duration	Year	Registration Fee	Tuition Fee/Year	Exam Fee/Year	Total (in Rs.)
Master of Arts(English)	PG	2 to 4 Years	1	1500	12000	2000	15500
			2		12000	2000	14000
Total							29500

Activity Schedule

S.NO.	Name of the Activity	Tentative months schedule(specify months) during year			
		From(Month)	To (Month)	From(Month)	To (Month)
1	Admission	Jul	Sep	Jan	Mar
2	Assignment submission (if any)	Sep	Oct	Mar	Apr
3	Evaluation of Assignment	Oct	Nov	Apr	May
4	Examination	Dec	Dec	Jun	Jun
5	Declaration of Result	Jan	Jan	Jul	Jul
6	Re-registration	Jul	Jul	Jan	Jan
7	Distribution of SLM	Jul	Sep	Jan	Mar
8	Contact Programmes (counseling, Practicals.etc.)	Sep	Nov	Mar	May

Credit System

MU, DDOE proposes to follow the 'Credit System' for most of its programmes. Each credit amounts to 30 hours of study comprising all learning activities. Thus, a 8 credit course requires 240 hours, 6 credit course requires 180 hours , 4 credit course requires 120 hours and 2 credit course requires 60 hours of study. This helps the student to understand the academic effort to complete a course. Completion of an academic programme requires successful clearing of both, the assignments and the term-end examination of each course in a programme.

Duration of the Program	Credits	Name of the Program	Level of the Program
2 Yrs.	80	M.A. English.	Master's Degree (General)

Assignments

Distance Education learners have to depend much on self study. In order to ascertain the writing skill and level of comprehension of the learner, assignment work is compulsory for all learners. Each assignment shall consist of a number of questions, case studies and practical related tasks. The Assignment Question Papers will be uploaded to the website within a scheduled time and the learners shall be required to respond them within a specified period of time. The response of the learner is examined by a faculty member.

Evaluation:The evaluation system of the programme is based on two components:

- A. Continuous Evaluation in the form of assignments (weightage 30%):** This Component carries a weightage of 30%. There will be at least one graded assignment and test per course. These assignments are to be submitted to the Co-ordinator of the DDOE/Study Centre to which the student is assigned or attached with.
- B. Term-end examination (weightage 70%):** This will be held twice every year in the months of June and December. The students are at liberty to appear in any of the examinations conducted by the University during the year. A student will be allowed to appear in the Term-End Examination only after she/he has registered for that course and submitted the assignment. For appearing in the Examination, every student has to submit an Examination form through online (www.mangalayatan.in/) or offline before the due dates as given in the schedule of operations. If a student misses any term-end examination

of a course for any reason, s/he may appear for any of them or all the courses subject to the maximum of 8 courses in the subsequent term-end examinations. This facility will be available until a student secures the minimum pass grade in the courses but up to a maximum period of four semesters, since the date of registration of the course is valid for four semesters. Beyond this period s/he may continue for another four semesters by getting Re-registration by paying fee again. In that case, the score of qualified assignments and/or term-end examination will be retained and the student will be required to complete the left out requirements of such re-registered courses. Minimum requirement for passing a course will be 40% marks.

G. Laboratory Support and Library Resources

The library of Mangalayatan University aims to empower the teaching mission and intellectual culture of the community through availability through an organized collection of information as well as instruction in its access, relevance and evaluation.

The University Library enriches advance learning and discovery by providing access to a broad array of resources for education, research and creative work to ensure the rich interchange of ideas in the pursuit of knowledge.

The Directorate of Distance Education of Mangalayatan University has initiated the process of setting up a dedicated Library for OL (Online Learning) program and acquiring printed books and e-books for this purpose. The required International and National subject journals are also provided. We have a full functioning community radio service onboard (90.4 FM). We already have annual journal subscriptions and the capacity can be enlarged at later stages as the University lines up with more online journals.

The collection of the Library is rich and diverse especially in terms of the breadth and depth of coverage. Collection encompasses subjects in Management, Commerce, Information Technology, Computer Applications, and other allied areas. This collection further includes Books, Research Journals, Project Reports/Dissertations and online Journals.

The University has well equipped Computer Laboratories, Lecture Capturing Systems, Audio Video facilities, ICT enabled class rooms, Wi-Fi facilities etc..

H. Cost Estimate of the Programme and the Provisions

Initial expenses have been done by the University in terms of provision of infrastructure, manpower, printing of self study material and other. The University intends to allocate expenses out of the total fee collection as per following details:

a) SLM Development and Distribution	:	20%
b) Postal Expense	:	10%
c) Salary and other Administrative expenses	:	60%
d) Future development	:	10%

Once, programmes are operational, fee receipt from the programme's budget to be planned as per the guidelines of University Grants Commission.

I. Quality Assurance

The University has established the Centre for Internal Quality Assurance (CIQA) in the University campus. The CIQA will monitor and maintain the quality of the OL (Online Learning) programmes. It has the following objectives in making the compliances of quality implementations.

Objectives

The objective of Centre for Internal Quality Assurance is to develop and put in place a comprehensive and dynamic internal quality assurance system to ensure that programmes of higher education in the Open and Distance Learning mode and Online mode being implemented by the Higher Educational Institution are of acceptable quality and further improved on continuous basis.

Functions of CIQA

The functions of Centre for Internal Quality Assurance would be following-

- 1) To maintain quality in the services provided to the learners.
- 2) To undertake self-evaluative and reflective exercises for continual quality improvement in all the systems and processes of the Higher Educational Institution.
- 3) To contribute in the identification of the key areas in which Higher Educational Institution should maintain quality.
- 4) To devise mechanism to ensure that the quality of Open and Distance Learning programmes and Online programmes matches with the quality of relevant programmes in conventional mode.
- 5) To devise mechanisms for interaction with and obtaining feedback from all stakeholders namely, learners, teachers, staff, parents, society, employers, and Government for quality improvement.
- 6) To suggest measures to the authorities of Higher Educational Institution for qualitative improvement.
- 7) To facilitate the implementation of its recommendations through periodic reviews.
- 8) To organize workshops/ seminars/ symposium on quality related themes, ensure participation of all stakeholders, and disseminate the reports of such activities among all the stakeholders in Higher Educational Institution.
- 9) To develop and collate best practices in all areas leading to quality enhancement in services to the learners and disseminate the same all concerned in Higher Educational Institution.
- 10) To collect, collate and disseminate accurate, complete and reliable statistics about the quality of the programme(s).
- 11) To ensure that Programme Project Report for each programme is according to the norms and guidelines prescribed by the Commission and wherever necessary by the appropriate regulatory authority having control over the programme.
- 12) To put in place a mechanism to ensure the proper implementation of Programme Project Reports.
- 13) To maintain a record of Annual Plans and Annual Reports of Higher Educational Institution, review them periodically and generate actionable reports.
- 14) To provide inputs to the Higher Educational Institution for restructuring of programmes in order to make them relevant to the job market.
- 15) To facilitate system based research on ways of creating learner centric environment and to bring about qualitative change in the entire system.
- 16) To act as a nodal coordinating unit for seeking assessment and accreditation from a designated body for accreditation such as NAAC etc.
- 17) To adopt measures to ensure internalization and institutionalization of quality enhancement practices through periodic accreditation and audit.
- 18) To coordinate between Higher Educational Institution and the Commission for various quality related initiatives or guidelines.
- 19) To obtain information from other Higher Educational Institutions on various quality benchmarks or parameters and best practices.
- 20) To record activities undertaken on quality assurance in the form of an annual report of Centre for Internal Quality Assurance.
- 21) It will be mandatory for Centre for Internal Quality Assurance to submit Annual Reports to the Statutory Authorities or Bodies of the Higher Educational Institution about its activities at the end of each academic session. A copy of report in the format as specified by the Commission, duly

approved by the statutory authorities of the Higher Educational Institution shall be submitted annually to the Commission.

After enrolling in M.A English programme at Mangalayatan University throughOL (Online Learning) mode, student will be able to impart essential knowledge of literary forms, movements and trends in contemporary theory and interdisciplinary extensions.After completion M.A English programme, student will demonstrate a graduate-level ability to use current theoretical approaches to literary study as well as the ability to synthesize literary characteristics, themes, and/or approaches in several literary texts.

A handwritten signature in blue ink, consisting of a large loop and a vertical line.A handwritten signature in blue ink, followed by the date "07/08/23".

Registrar
Mangalayatan University
Beswan, Aligarh

MANGALAYATAN UNIVERSITY, ALIGARH

**DIRECTORATE OF DISTANCE AND ONLINE
EDUCATION**



PROGRAMME PROJECT REPORT

MASTER OF ARTS (HISTORY)

MA (HISTORY)

2023-24

Registrar
Mangalayatan University
Beswan, Aligarh

Introduction

M.A. History Programme in Distance Learning of MU enables the students to study history of the world in a chronological order from ancient to the modern world with a passion for the past from basics of history to the knowledge of advanced historic-graphical concerns along with its varied primary and secondary sources as mandated for scientific research in issues of history pertaining to contemporary periods and ages of history. This programme imbibes concepts, theories, principles, methods and advanced studies in knowledge and research of History to cross sections of students who cannot pursue the programme on regular mode of study due to varied reasons.

The Master of Arts in History seeks to acquaint a student with the factual perspective of contemporary civilizations of the world including transnational histories, empires and colonies, oriental and occidental history of the world in general and Indian history and her cultural heritage in particular. The study includes advanced studies in history and offers opportunities for students to visit places of historical importance as required for collecting primary data and information which are presented in their assignments as part of evaluation scheme of the programme. The programme provides students a flexible course of study, an accessible faculty with diverse interests and experiences, and excellent facilities for research and study in History. The programme seeks students to acquaint with value of history through probing ancient archaeological remains and also acquire the essence of the rich historical and cultural heritage of the world. The whole programme is interwoven with theories and methodologies needed to evaluate and conduct research in History. This degree enables the students to acquaint with various aspects that are necessary for competent and effective individuals who are equipped with necessary skills needed for Master of Arts (History). The Programme is added with development of professional acumen, decision making skills; and good oral and written communication skills. ICT mediated teaching learning practices to ensure parity in terms of academic rigor and quality of instructions with regular M.A. History offered by the university.

A. Programme's Mission and Objectives

Mission

The mission of this programme is taken from the core mission statement of the university which guides students to:

- Identify, understand, analyze and develop critical thinking on issues related to History based on the contents of study in the subject
- Learn and use effective communication skills and strategies through oral, written and digital presentations.
- Research on history with scientific acumen using judgmental methodologies to ferret out the facts of history and its significance in contemporary world.
- Avail employment opportunities in various governments, non- government and private organizations which mandate knowledge and application of History, i.e. Museums, Archaeological Society of India and also teaching History at various levels..
- Lead a role in historical and cultural integration of contemporary societies and world..

Objectives

The main objective of M.A. in History is to provide a course of study by which students study and

experience the essence of history, historical thoughts, principles and theories of history including an in-depth investigation into ancient, medieval and modern history aimed at conservation of valuable remains of history as significant for our cultural unity in diversity.

B. Relevance of the Program with HEI's Mission and Goals

The vision and mission of HEI, Mangalayatan University, Aligarh are:

Vision

To be an institution where the most formative years of a young mind are spent in the guided pursuit of excellence while developing a spirit of inquisitive questioning, an ability to excel in the pressure of a fast-changing professional world and desire to grow into a personality than a person in an environment that fosters strong moral and ethical values, teamwork, community service and environment consciousness.

Mission

- To be the enablers of the confluence of academic rigor and professional practicality.
- To bring global best practices to students through widespread use of technology.
- To empower our faculty to constantly develop new skills and excel professionally.
- To provide the best campus environment to the students and faculty with all facilities to nurture their interest.

M.A. in History program of the University strives to realize its vision and mission by rectifying student centric issues on priority and also to empower local community with the help of various social clubs running in University like NSS, KADAM and Alumni association. The University Promotes Multidisciplinary and Allied research in various fields that supports and harnesses joyful learning environment. The goals of ODL(Open Distance Learning) program is to provide educational facilities to all qualified and willing persons who are unable to join regular courses due to personal or professional reasons. There are many potential learners who cannot afford to join regular courses due to professional responsibilities and personal commitments. For such cases M.A. in History through ODL mode can be helpful in increasing knowledge base and skill up-gradation. The program aims to provide alternative path to wider potential learners who are in need of refresher courses to update their skills.

C. Nature of Prospective Target Group of Learners

Distance Education of Mangalayatan University (MU) shall target the working professional's executives as well as those who cannot attend a full-time program due to prior occupation or other assignments. The candidates desirous of taking admission in M.A. in History program shall have to meet the eligibility norms as follows-

1. To obtain admission in M.A., History program offered through ODL mode, the learner must have completed graduation in any stream.

The ODL- M.A., History program offered by Mangalayatan University aims specially for working class people, people from various class of society, who are designated at various government positions, academicians who seek to gain M.A. History degree to amplify their credentials, Business owners/Entrepreneurs, women/housewives. This gives an opportunity to the distance learner to attend distance programmes offer by the university to those who can't spare enough time to attend regular classes.

D. Appropriateness of Programme to be conducted in ODL mode to acquire specific skills and competence

The University has identified the following Programme Learning Outcomes and Programme Specific Outcomes as acquisition of specific skills and competence in M.A., History Program.

1) Programme Outcomes (PO's)

After completing the programme through ODL Mode, students will be able to:

PO 1: Understand basic concepts of history and develop critical thinking and study skills by which they can identify and theoretical relevant historical and cultural facts, develop feasible analyses, and make effective resolutions to promote unity in diversity.

PO2: Write and deliver oral, written and digital presentations on key issues of history based on facts and contemplations of history.

PO3: Theoretical and develop understanding of war and conflicts and its consequences on mankind as depicted in phases of world history.

PO4: Use digital mode and resources to conduct researches in history of the world..

PO5: Demonstrate critical thinking on key issues of contemporary history.

2) Programme Specific Outcomes:

After completing the programme through ODL Mode, students will be able to:

PSO1: Succeed in obtaining employment appropriate to their interests, education and become a valuable asset to the society.

PSO2: Continue to develop professionally through lifelong learning, higher education and accept the challenges in research and other creative pursuits in their areas of specialization.

PSO3: Disseminate the subject knowledge to coming generations effectively so as students can further develop themselves through self-study and create a sense of ethical responsibilities among students.

The University has taken care to introduce this (M.A. History) programme taking into consideration, 1, and 2, above to maintain the quality and to face the competition at the National/International level.

E. Instructional Design

The program is divided into four semesters and minimum credit requirement is 80 to get M.A., History degree in ODL mode from Mangalayatan University. Minimum time period for acquiring M.A. History degree will be two years and maximum time period to acquire M.A., History degree is 4 years.

Evaluation Scheme

Semester-I						
S.N .	Course Code	Course Name	Credit	Continuou s Assessment Marks	Term End Exam Marks	Grand Total
				Max. Marks	Max. Marks	
1	MAH-101	Historiography	4	30	70	100
2	MAH-102	Indian History-I up to 750 A .D	6	30	70	100
3	MAH-103	Indian History 750 to 1857 A.D	6	30	70	100
4	MAH-104	History of Civilization	4	30	70	100
Total			20	120	280	400
Semester-II						
S.N .	Course Code	Course Name	Credit	Continuou s Assessment Marks	Term End Exam Marks	Grand Total
				Max. Marks	Max. Marks	
1	MAH-201	Middle & Modern Ages History of Civilization	4	30	70	100
2	MAH-202	History of Europe from 1789 to 1795	6	30	70	100
3	MAH-203	History of Europe from1795 to 1848	6	30	70	100
4	MAH-204	Research Methodology: History & its Practice	4	30	70	100
Total			20	120	280	400
Semester-III						
S.N .	Course Code	Course Name	Credit	Continuou s Assessment Marks	Term End Exam Marks	Grand Total
				Max.Mark s	Max.Mark s	
1	MAH-301	History of India from 1857 to 1885	6	30	70	100
2	MAH-302	Development of Nationalism in India	4	30	70	100
3	MAH-303	History of India from 1861 to 1947	6	30	70	100
4	MAH-304	History of Europe from 1848 to 1870 A.D.	4	30	70	100
Total			20	120	280	400

Semester-IV						
S.N .	Course Code	Course Name	Credi t	Continuou s Assessment Marks	Term End Exam Marks	Gran d Total
				Max.Mark s	Max.Mark s	
1	MAH-401	History of Europe from1870 to 1990	4	30	70	100
2	MAH-402	History of England from1782 to 1800	6	30	70	100
3	MAH-403	History of England from 1800 to 1827	6	30	70	100
4	MAH-411	Dissertation	4	0	100	100
Total			20	90	310	400

MOOCS

The University shall give flexibility in opting for MOOC(Massive Online Open Courses) by the students pertaining to the prescribed curriculum and also the credits earned in the MOOC courses may be dealt as part of the evaluation scheme as per UGC(Open and Distance Learning Programmes and Online Programmes) Regulations,2020.

Syllabi and Course Materials

Syllabi, PPR and self-learning materials are developed mostly by experienced faculty members of Mangalayatan University in consultation with contents experts and the same will be forwarded to CIQA and BoS/Academic Council/ Executive Council for further suggestions and approval

Syllabus Semester-I

Course Name: Historiography

Course Code: MAH - 101

Credits: 4

Course Objective:

The objective of this course is to help students understand the evolution of historical writing in the ancient and medieval worlds, and the intervention of historians in developing history as an academic discipline. A close study of the translated excerpts of the primary sources will be used to train students. The objective is to engage students in an in depth understanding of central issues in Historiography.

Course Outcomes (COs):

1	Understanding the meaning, Nature &scope of History.
2	Understand various themes in Indian History
3	Analyse the concept of History is a science and Art
4	Examine the concept of various historiography

Block-I Understanding History:

Unit -1 Meaning, Definition of History

- Unit -2** Nature & scope of History.
Unit -3 Value and Subject matter of History
Unit -4 Problems of Objectivity subjectivity and bias in History

Block-II History as a Science

- Unit -5** Collection and Selection of Data.
Unit -6 Role of Subjectivity in History and in the exact sciences.
Unit-7 E.H. Carr's "historical facts". Causation in history vs. accidents: Popper's critique of "Historicism".
Unit -8 Expansion of scope of history as time and audience extend.
Unit-9 Post-modern critiques of Meta narrative in history, including critiques of 'Orientalism'

Block-III History and other Sciences

- Unit -10** Ancillary Sciences: - Archaeology: Identification of Cultures from physical finds.
Unit -11 Dating Methods. Theory of Archaeology: Gordon Childe. New Archaeology.
Unit -12 Other aids to History: Paleography, Epigraphy, Numismatics, Diplomatic.
Unit -13 Auxiliary Sciences: - Geography, Anthropology, Linguistics, Sociology, Economics, Political Science, Law, Philosophy, with cognate fields (esp. Historical Geography, Economic History, Intellectual History, Legal and Constitutional History).
Unit -14 Influence of Mathematics and Statistics on Historical Method.

Block-IV Themes in Indian History:

- Unit -15** Economy in Indian History
 (a) Ancient
 (b) Medieval period
 (c) Modern Period
Unit -16 Culture in Indian History
Unit -17 Polity in Indian History

Block-V History of History (Pre-Modern)

- Unit -18** Origins of historical narrative.
Unit -19 Greek Historiography: Herodotus, Thucydides, Xenophon.
Unit -20 Latin: Tacitus. Chinese Tradition: Ssuma-chien.
Unit -21 Ancient India: Kalhana. Islamic Historiography: Tabari, Ibn Khaldun.
Unit -22 Medieval India: Barani, Abul Fazl.

Book References:

- Laxmi Jain: Historical Method And Historiography:
- Dr. K.L. Khurana: Concept & Methods of Historiography
- Michael Bentley: Modern Historiography An Introduction
- Ashu J Nair & Srotoswini Bora: Historian Historiography
- E.H. Carr: What is History? Harmondsworth, 1964 (For revision of certain formulations as revised by Carr, pt. read R.W. Dawies. From E.H. Carr, Files: Notes towards a second edition of What is History? pp.157-184
- M. Bloch: The Historian's Craft, Manchester University Press, 1954
- J.W. Thompson: History of Historical Writing. The Macmillan Company, 1942.
- Irfan Habib Interpreting Indian History

Course Name: Indian History-I (Up to 750A.D)

Course Code: MAH - 102

Credits: 6

Course Objective: To enable the student to

- Acquire knowledge of sources of Pre & Protohistory.
- Comprehend the Aryan & Vedic Period.

- Develop a critical attitude about the culture of the Mauryan & Post Mauryan. India. the society, culture,

Course Outcomes (COs):

1	Explains the primitive life and cultural status of the people of ancient India
2	Understand religion and political history of ancient India
3	Familia rise with the Tools & Technologies
4	Examine the pre and Proto history culture

Block-I Prehistoric Cultures in India:

Unit :1 Prehistory (with Indian Perspective)

Unit :2 Paleolithic Age: Three Cultural Phase: Lower, Middle & Upper:

Unit :3 Spread & Distribution of Paleolithic Sites

Unit :4 Tools & Technologies – Lithic Techniques & Tool Types

Unit :5 Settlement & Subsistence Pattern – (band-formation, habitation, craft, religious beliefs & other artistic activities)

Block-II Indus Valley Civilization

Unit:6 Early Harappan Cultures

Unit:7 Harappan Civilization: Harappan Chronology, Terminology, dates, site distribution

Unit:8 Subsistence economy, trade, technology, Social organization and religion, Writing & script & pottery

Unit:9 Decline of the Mature Harappan Culture – various theories, causes and consequences

Block-III: Pre and Proto History

Unit -10 Mesolithic Age: Salient features – Palaeoclimatic variation, growth in population, evidence of burials: Regional distribution of Sites

Unit -11 Tools & Technologies – microliths, change in raw material, other additional tools: Material Culture & Subsistence Pattern, Rock Art

Unit -12 Neolithic Age: ‘Neolithic Revolution’ Gordon Childe: coming of the agriculture and pastoralism: Characteristic Features – Ground & polished tools, pottery, wattle and daub houses

Unit -13 Chronological & distributional Pattern – Six different geographical regions & conclusion

Block-IV The Mauryan and Post Mauryan Empire

Unit :14 Geography of Magadha.

Unit :15 Strategies of expansion-Bimbisara, Ajatshatru and successors.

Unit:16 Sources: Literary Sources: Arthashastra: Date and Content. Greek Accounts: Megasthenes.

Unit :17 Chandragupta Maurya: Political Achievements and Extent of Kingdom.

Unit :18 Bindusara: Territorial expansion and foreign relations

Unit :19 Conquest of Kalinga,’

Unit :20 Ashokan Dhamma: Nature, content and propagation Inscriptions: languages and scripts.

Block-V India, B.C. 200to750A.D.

Unit :21 Society: Evolution of Jatis, The Salvahanas Sangam texts and society.

Unit :22 Indo-Greeks, Sakas, Parthians, kushans,

Unit :23 Religion: Saivism, Bhagavatism, Hinyana & Mahayana

Block-VI Gupta and Post Gupta period

Unit :24 The Gupta rulers: Chandragupta, Samudra Gupta, Kumar Gupta, Skand Gupta changes in political organization under Gupta empire.

Unit :25 Economy & Society, Literature& Sciences, Culture & Art under Gupta Rulers

Unit :26 Harsh bardharna, administration, culture&

Unit :27 Economy & Society. Literature& Sciences, Culture &Art under Harsha

References:

- Kosambi, D.D. - Introduction to the Study of Indian History, Bombay, 1975.

- K.M. Shrimali - The Age of Iron and the Religious Revolution, c.700-c.350 BC., New Delhi, 2007.
- Rhys Davids, TW - Buddhist India, Varanasi, 1973.
- Sharma, R.S. - Material Culture and Social Formations in Ancient India, Delhi, 1983.
- Sharma, R.S. - Perspective in Social and Economic History of Early India, Delhi, 1983.
- Thapar, R., - From Lineage to State, Bombay, 1984.
- Thapar, R. - Cultural Pasts, New Delhi, 2000.
- Thapar, R. - Early India, New Delhi, 2003. T
- Thapar, R. - Recent Perspectives of Early Indian History, Bombay, 1995.
- G.P. Singh - Republics, Kingdoms, Towns and Cities in Ancient India, New Delhi, 2003. Louis Dumont - Homo Hierarchicus.
- The Caste System and Its Implications, Delhi, 1988.

Course Name: Indian History (750to 1857A.D.)

Course Code: MAH - 103

Credits: 6

Course Objective: To enable the student to

- After the completion of this course, the students will be able to:
- Acquire knowledge the early medieval India.
- Understanding the religious conditions of 750to1200A.D.
- Develop critical attitude about the Police of Mughal & Sur empire.
- Understanding the culture & social changes of British 's India

Course Outcomes (COs):

1	Explain the life and cultural status of the major dynasties of Early Medieval India
2	Describe the evolution of the political structure of Medieval India
3	Understanding the sultanate period
4	Understanding the Mughal rule

Block-I Early Medieval India: Major Dynasties:

Unit :1 The Chola Empire Agrarian & political structures

Unit :2 The Rajaputras the Arabs and the Ghaznavid

Unit:3 Alberuni's "India", Sankaracharya, Sufism, Literature & Science. Art & Architecture.

Unit :4 Position of women in ancient and early medieval period

Unit :5 Religious conditions: Importance of temples and monastic institutions.

Block-II 11 & 12 Centuries:

Unit -6 India on the eve of Ghorian invasion: The Principal North Indian States. Interpreting Indian 'feudalism'

Unit -7. The Ghorian Kingdom: The Process of conquest; the Khalji occupation of Bengal.

Causes of Ghorian success. The Military factors; consequences.

Unit -8. Qutbuddin Aibak, 1206-10: Foundation of the Delhi Sultanate. The slave officers of Muizzuddin. Aibak's seizure of the Indian dominions. Conflict with Yilduz and Qu bacha.

Block-III Delhi Sultanate 12-13th century

Unit -9 Iltutmish 1210-36: Elimination of rivals. Conquests, the Ruling class under Iltutmish: The iqta system. The royal districts (Khalise), and the Shamsi Iqta'dars. Foreign immigration. The city of Delhi

Unit -10 The Regime of the Shamsi Slaves, 1236-66: The successors of Iltutmish. Barani's theory of "the Forty Slaves of Iltutmish", Sultan Nasiruddin. The rise of Balban.

Unit -11 Ghiyasuddin Balban, 1266-87: Balban's character, nature and policies as depicted by Barani. His Internal measures: consolidation of power, eliminations of the Principal Shamsi Officers. Suppression of the agrarian rebels (mawas). The subordinate Exploiting Classes: The ranas, chaudhuris, khots. The Mongols

Unit -12 The Fall of Balban's Dynasty 1287-90: Kaiqubad and Bughra Khan. Contradictions within the ruling class.

Block-IV The Delhi Sultanate (13-14th century)

Unit -13 Jalaluddin Khalji: The Origin of the Khalji; Accession of Jalal-ud-din Khalji; The Khalji Revolution Military operations. Murder of the Sultan: Alauddin's accession.

Unit -14 Alauddin Khalji: Internal political measures for consolidation of his position: Changes in composition of the nobility. Economic and Agrarian Measures: grant-resumptions, land-revenue, and its realization. Impact of these measures on the agrarian society. Price-control and regulation of commerce: Its objectives. Army organization.

Unit -15 Alauddin Khalji: Expansion and Frontier Policies: The Mongol invasions. Factors behind Mongol raids. Conquests and territorial expansion: Gujarat and the Deccan.

Unit 16 - Ghiyasuddin Tughluq: Rise to Power.

Unit -17 Muhammad Tughluq: Policy of centralization. The Empire at its apex: its problems. The new military and financial organization. Mohammad Tughluq's 'Projects', their consequences: Agrarian Reforms.

Unit -18 Firuz Tughluq: Firuz Tughluq's accession; abandonment of Muhammad Tughluq's policies. 'Supremacy of the Nobility'. Firuz's military expeditions. The slave establishment. Jizya, policy towards land-grantees. 8. Factors for the Decline of the Sultanate

Block-V The Mughal Empire (15th -18th century)

Unit -19 Foundation of Mughal Empire: Babur's career. Major campaigns in India. Factors responsible for his success: the role of artillery, tulughma and the 'araba.

Unit -20 Humayun and Akbar Humayun's early difficulties: political and military problems Akbar: Akbar's Major Conquests: Mughal Administrative Machinery, Religion under Akbar

Unit -21 Reign of Emperor Jahangir: Accession crisis. Role of the Nobility in the crisis and factional, (b)The Twelve Edicts' and their significance. The Nur Jahan Junta, growing tensions in the ruling class. War and peace with Sisodia's the Mewar Settlement of 1614.

Unit -22 Shahjahan: Accession of Shah Jahan and Administrative Measures The conflict for the throne. Enthronement of Shah Jahan. Role of senior nobles in Shah Jahan's succession. Financial problem at the time of accession. The Khalisa area, changes in Khalise administration and tax structure. Changes in man sab system, the month scales and contingent regulations.

Unit -23 Aurangzeb and the Rajput's: Mirza Raja Jai Singh, Jaswant Singh, Rana Raj Singh; Relations with Marwar and Mewar: The Rathore 'Rebellion' of 1679. Its causes and the aftermath. The Sisodia's. b. Attitudes towards Religious groups and Institutions: Aurangzeb and Muslim Orthodoxy; the Shias and the non-Muslims; Religious measures: The policy of madad-i ma'ash grants; Imposition of Jizya (1679) and its motives. Later Mughal Rulers

Book Reference:

- W.H. Moreland: Akbar to Aurangzeb
- W.H. Moreland: Agrarian System of Moslem India
- Sri Ram Sharma: The Religious Policy of the Mughal Emperors
- S.A.A. Rizvi: Muslim Revivalist Movements in India During the 16th and the 17th Centuries
- M. Athar Ali: The Mughal Nobility under Aurangzeb
- M. Athar Ali: Mughal India: Studies in Polity, Ideas, Society, and Culture
- M. Athar Ali: The Apparatus of Empire (Introduction) Christopher Bayly Rulers, Townsmen and Bazaars: North Indian Society in the Age of British Expansion, 1780-1870
- Satish Chandra: Medieval India, Society, the Jagirdari Crisis and the Village
- Satish Chandra: Mughal Religious Policies – the Rajputs and the Deccan
- Satish Chandra: Parties and Politics at the Mughal Court 1707-1739 (Introduction)
- Irfan Habib: The Agrarian System of Mughal India.

Course Name: History of Civilizations (Excluding India)

Course Code: MAH-104

Credits: 4

Course Objectives:

After the completion of this course, the students will be able to

- Acquire knowledge the definition of civilization, origin & growth of civilization.

- Understanding the Riva Vally, Persian & Japanese civilization.
- Develop a critical analysis the different civilization.

Course Outcomes (COs):

1	Understanding Pre historic culture
2	Analyse River valley civilization like Egyptian, Mesopotamian, Sumerian, Chinese
3	Examine the socio, economic and political concepts of IVC
4	Understanding Roam, Persian, Japanise Culture.

Block-I

Unit -1: Introduction-definition of civilization,

Unit -2 origin & growth of civilization: Pre historic culture,

Unit -3 Paleolithic: Three Cultural Phase: Lower, Middle & Upper: Spread & Distribution of Paleolithic Sites

Unit -4 Mesolithic Culture: Salient features – Paleoclimatic variation, growth in population, evidence of burials: Regional distribution of Sites

Unit -5 Neolithic cultures.: ‘Neolithic Revolution’ Gordon Childe: coming of the agriculture and pastoralism: Characteristic Features – Ground & polished tools, pottery, wattle and daub houses

Block-II River valley civilization

Unit -6: Indus valley civilization: Harappan Chronology, Terminology, dates, site distribution 3.

Subsistence economy, trade, technology, Social organization and religion, Writing & script & pottery

Unit -7 Mesopotamian civilization,

Unit -8 Sumerian civilization,

Unit -9 Baby conian,

Block-III

Unit -10 Chinese civilization.

Unit -11: Persian Civilization: Hebrew and Phoenician,

Unit -12: Ancient Greece legacy, Hellenistic civilization,

Unit -13: Japanese Civilization

Unit -14: Maya, Aztec and Inca Civilization

Block- IV

Unit -15: Ancient Rome, Roman contribution.

Unit -16: Religious Traditions: Judaism I

Unit -17: Religious Traditions: Islam I

Unit -18: The Growth of Europe and Development of Christianity

Unit -19: The European Renaissance

Unit -20 The Reformation

Book References:

Mesopotamia: Gwendolyn Leick

History begin sat Sumer: Samuel Noah Kramer

The Sumerians: Samuel Noah Kramer

Brief History of Japanese Civilization: Conrad Schoenauer, Davi

SEMESTER-II

Course Name: Middle & Modern Ages History of Civilizations

Course Code: MAH-201

Credits: 4

Course Objectives:

After the completion of this course, the students will be able to:

- Acquire knowledge the rise and spread of Christianity, Islam & Saracenic civilizatio
- Understanding the geographical discoveries of 15th & 16th centuries.
- Develop a critical analysis French revolution.
- Understanding the League of Nations, U.N.O., Development of Science, Philosophy, Art and Architecture in the contemporary world.

Course Outcomes (COs):

1	Understanding Islam, Byzantine and Christianity
2	Analyse The history of Europe through Renaissance and Reformation
3	Examine Development of Science, Philosophy, Art and Architecture in the contemporary world.
4	Develop a critical analysis French revolution.

Block-I

Unit -1: Middle Ages: Rise and Spread of Christianity

Unit -2: The papacy.

Unit -3: Byzantine Civilization

Unit -4: Rise and Spread of Islam, Saracenic

Unit -5: Civilization Federalism, Origin- Merits & Demerits

Block-II

Unit -6: Monastic orders of medieval cities.

Unit -7: Progress of Education & rise of universities.

Unit -8: Transition of modern age.

Unit -9: Renaissance: Causes. Renaissance in Italy, Results of Reissuance.

Unit-10: Geographical discoveries of 15 &16 th century

Block-III

Unit -11: Reformation Movement: Causes and Impact

Unit -12: Reformation Movement in Germany

Unit -13: Reformation Movement in France

Unit -14: Reformation Movement in Switzerland

Unit - 15: Counter reformation

Block-IV

Unit -16: French revolution, Causes and impact

Unit -17: Industrial revolution, Causes and impact

Unit -18: Agrarian Revolution, Causes and impact

Unit -19: Romanticism

References

- Judith Herrin: The Surprising Life of a Medieval Empire: Byzantium
- Diana Cooper: Saracenic civilization:
- Goss S. Grable: Birthing a New Civilization:
- William Doyl: E French Revolution:
- A.K. Tripathi: U.N.O. (International Organisation):
- J.A. Hobson: Imperialism: A Study (1902)
- David Thomson: Europe Since Napoleon
- Agath Raman: Germany 1789-1919
- William L. Langer: Diplomacy of Imperialism
- William L. Langer: The Middle East-Past and Present
- M.S. Anderson: The Ascendancy of Europe 1815-1914
- E.Lipson : Europe in the 19th Century and 20th Century
- Andrew Porter: Modern Germany

Course Name: History of Europe from 1789 to 1795 A.D.
Course Code: MAH-202

Credits: 6

Course Objectives:

After the completion of this course, the students will be able to:

- Acquire knowledge: Europe before 1789; Role of Philosophers in French revolution.
- Understanding the functions and achievements of National Constituent assembly Along with its contribution in the French Revolution.
- Develop a critical analysis the organization, characters or features of legislative assembly, its various groups.
- Understanding the achievements, the reign of terror established in France of 1795.

Course Outcomes (COs):

1	Understanding Role of Philosophers in French revolution
2	Analyse the pre revolution condition of France
3	Examine achievements of National Constituent assembly along with its contribution in the French Revolution.
4	Explain the reign of terror established in France of 1795

Block-I

Unit-1: Europe before 1789; an introduction;

Unit-2: Role of Philosophers in French revolution: -

Unit-3: Social, Political & economic conditions before revolution.

Unit-4: Contribution of Philosophers in French revolution a) Charles de second Montesquieu (b) Francois Marie Arouet Voltaire

Unit-5 (c) Jean Jacques Rousseau-Causes of French revolution.

Block-II

Unit- 6: National Assembly (1779-1791) **Unit -7** Legislative Assembly of 1791:- the organization, characters or features of legislative assembly, its various groups

Unit -7: Fall of Bastille together –with its result and importance

Unit -8: Political significance of the Declaration of Rights of men and of citizens by the National Assembly

Block-III

Unit -9: War between Austria & France in 1792- its causes & events (or course) of the war,

Unit -10: initial reverses of France and the consequences thereof;

Unit -11: Massacre on September- defeat of enemy-army;

Unit -12: dictatorship of Danton from 10-11 Aug to 20 Sept, 1792-

Unit -13: chief events happened in France during his dictatorship.

Block-IV

Unit -14: National Convention (Sept, 1792 to Oct 1795)-its achievements-

Unit -15: The reign of terror established in Franc & its consequences-

Unit -16: The constitution of the year III of the constitution of 1795.

Unit -17: Functions and achievements of National Constituent assembly

Unit- 18: Constitution of 1791-its provisions or features

Block-V FRENCH REVOLUTION: 1789-99

Unit-19 Revolution: Background and Initial Stage, 1789--1792: Cahiers De Doleances, Estates General, Declaration of the Rights of Man & of the Citizen. August 4 th Decrees and abolition of Feudalism. Civil Constitution of the clergy

Unit-20 Jacobins (1792-94) and the Directory (1794-99) Sans-culottes. August 10, 1792. National Convention. The

Domestic and Foreign Policies of the Directory.

Unit-21 Napoleon Bonaparte. 1799-1814: The Rise of Napoleon Bonaparte Italian and Egyptian campaigns. Administrative Reforms. The Continental System - its failure. Fall of Napoleon.

Block-VI

Unit-22 Unification of Italy: The Struggle between Conservatism and liberalism. Mazzini, Cavour and Garibaldi. The Stages of Italian Unification.

Unit-23 Unification of Germany: The struggle for power and leadership between Prussia and Austria. Bismarck. Wars of unification. Franco-Prussian War, 1870. Treaty of Frankfurt.

Unit-24 East Asia: China: Western penetration. Opium Wars. Treaty of Nanking. Taiping Rebellion. Japan: Collapse of the Shogunate. Meiji Restoration.

Book References:

- Dr. V.D. Mahajan: History of Modern Europe (since 1789)
- Eric Hobsbawm: The Age of Revolution 1789 – 1848
- Dr. Ishwari Prasad: A History of Modern Europe
- R.S Chaurasia: History of Europe (1789 – 1870)
- William Doyle: French Revolution :
- A.K. Tripathi : U.N.O. (International Organisation) :
- J.A. Hobson: Imperialism: A Study (1902)

Course Name: History of Europe from 1795 to 1848 A. D.

Course Code: MAH-203

Credits: 6

Course Objectives:

After the completion of this course, the students will be able to:

- Acquire knowledge the Political groups & leaders of Europe.
- Understanding the directory and the rise of Napoleon- the consulate & the consul Napoleon- Emperor Napoleon and his downfall
- Develop a critical analysis the effect of the revolution of 1830 of France on the different countries of Europe.
- Understanding the Policy of “Golden mean” adopted by Louis Phillippe- reasons of failure to satisfy the French.

Course Outcomes (COs):

1	Critical analysis the effect of the revolution of 1830 of France on the different countries of Europe.
2	Understanding the works of Political Groups and Leaders
3	Analyse the effect of French revolution
4	Critical analysis of directory and the rise of Napoleon

Block-I Political Groups and Leaders

Unit -1: Role of Girondists in French revolution

Unit -2: Role of Jacobins in French revolution

Unit -3: Causes of their downfall

Unit -4: Political leaders-Marat and Abbe Sieyes,

Unit -5: Mirabeau and Robe sprierre,

Unit -6: Danton, and Madame Rolland carnot

Block-II

Unit -7: Rise of Napoleon

Unit -8: Foreign policy of Napoleon from the time of his becoming the emperor to the time when the Treaty of Tilsit was made

Unit-9: Treaty of Tilsit and its provisions

Unit-10: continental system of Napoleon

Unit-11: Napoleons' campaign and the cause of his debacle-The Spanish Ulcer the Russian adventure ruined Napoleon

Unit-12: Napoleon's function in history to fuse old France with new-his blessings to France

Block-III Revolution in France and Europe:

Unit-13: Revolution of 1830- Causes and results.

Unit -14: Effect of the revolution of 1830 of France on the different countries of Europe- its importance in the history of Europe.

Unit -15: England Revolution

Unit -16: America Revolution

Block-IV

Unit -17: Policy of "Golden mean" adopted by Louis Philippe- reasons of failure to satisfy the French

Unit -18: Home and Foreign policies of Louis Philippe – his Problems.

Unit-19: French Revolution of 1848: causes and results.

Block-V The effects of the French Revolution of 1848 on Europe:

Unit -20: Revolution in Austria

Unit -21: Revolution in Hungary and Prussia

Unit -22: Revolution in Italy and Rome

Unit -23: Revolution in Germany with other states

Unit -24: Revolution in Switzerland Holland & Denmark

Unit -25: Revolution in England and Ireland.

Book References:

- Peter McPhee: The French Revolution, 1789 - 1799
- Eric Hobsbawm: The Age of Revolution 1789 – 1848
- Dr. Ishwari Prasad: A History of Modern Europe
- R.S Chaurasia: History of Europe (1789 – 1870)

Course Name: Research Methodology: History and its Practice

Course Code: MAH-204

Credits: 4

Course Objectives: To enable the student to

- Acquire knowledge Research Methodology of History.
- Understanding the Construction and representations of India's past by various schools of Historiography.
- Develop a critical analysis Myths, Memory & Folklore in historical understanding.

Course Outcomes (COs):

1	Understanding Historical investigation and writing
2	To understand criteria of testing 'facts' in history
3	To examine sciences by whose aid history be reconstructed.
4	To trace the evolution of historiography as a discipline.

Block-I RISE OF MODERN HISTORIOGRAPHY

Unit-1: Main features of Modern Western Historiography;

Unit -2: Italian Renaissance Historical Narrative; Francesco Petrarch

Unit -3: Nicolao Machiavelli

Unit -4: Francis Bacon

Unit -5: Gibbon & inter-civilizational history. Hegel, Ranke and the German School.

Unit -6: Historical Materialism; Karl Marx's, concepts of social evolution, class, successive modes of production,

Unit -7: Cyclical theory of civilizations: Spengler, Toynbee.

Block-II CURRENT TRENDS AND INDIAN HISTORIOGRAPHY

Unit -8: Max Weber: 'Sociological' approach to History.

Unit -9: Marc Bloch: Comprehensive and Comparative History

Unit -10: Lewis Namier's structural analysis'

Unit -11: Contemporary Trends: 'World-System' analysis (Braudel)

Unit-12: postmodernism

Block-III

Unit -13: Subalternity' (Rajnit Guha).

Unit -14: Indian Historiography

Unit -15: Imperialist and Nationalist Schools: H.E. Elliot, V.A. Smith; R.C. Dutt and Mohammad Habib.

Unit -16: Communal trends (R.C. Majumdar and I.H. Qureshi). Marxist trends (D.D. Kosambi, R.P. Dutt)

Unit -17: Categories of sources (Primary: documents; secondary sources, contemporary texts; later texts; oral testimony).

Unit -18: Criteria of source criticism: linguistic tests; internal consistency; comparison Aggregates vs. Samples.

Block-IV

Unit -19: motivation behind documents (private motives vs. public declarations)

Unit -20: Application of Quantitative Methods: Purpose, Simple statistical devices

Unit -21: Counterfactual history

Book References:

- E.H. Carr: What is History? Harmondsworth, 1964 (For revision of certain formulations as revised by Carr, pt. read R.W. Dawies. From E.H. Carr, Files: Notes towards a second edition of What is History? pp.157-184.
- W.H. Walsh: An Introduction to Philosophy of History, London, 1951.
- Patricki Gardner: Theories of History, Free Press, 1959.
- J.W. Thompson: History of Historical Writing. The Macmillan Company, 1942.
- R.G.Collingwood : The Idea of History, ed. J.Van Dev Dussen, Oxford, 1993
- R.G.Collingwood: The Idea of History, ed. J.Van Dev Dussen, Oxford, 1993
- Jarzy Topolski: Methodology of History, Orgierd Wojtasiewicz, D. Reidel Pub., Com, 1973. (esp. parts V & VI. trans.)
- Irfan Habib: Interpreting Indian History.

MA (History)

SEMESTER-III

Course Name: History of India from 1857 to 1885 A.D.

Course Code: MAH-301

Credits: 6

Course Objectives: To enable the student to

- Acquire knowledge the sources of History of India from 1857 to 1885 A.D.
- Understanding the revolt of 1857 Origin, Character, causes of failure
- Understanding the factors leading to the birth of the Indian National Congress (1885).

Course Outcomes (COs):

1	Examine role of source in understanding the events in history
2	To understand 1857 and post 1857 revolt condition of India
3	To examine the factors leading to the birth of the Indian National Congress (1885).
4	Critical analyse on the Emergence of Indian Nationalism

Block-I: Sources:

Unit -1: Biographies,

Unit -2: Memoirs,

Unit -3: Creative literature,

Unit -4: Archival materials,

Unit -5: paintings and newspapers.

Block-II: The first major challenge: The revolt of 1857 A.D. & Other uprisings

Unit -6: British Expansion and Consolidation in India: Colonial Encounter with the Indian States; Subsidiary Alliance, Dalhousie's Doctrine of Lapse and Annexations: Maratha, Punjab, Sindh, etc.

Unit-7: Structure of Company Administration: Constitutional Development; the Charter Acts of 1813, 1833, 1853

Unit -8: Causes of revolt of 1857

Unit -9: Revltb of 1857's impact

Unit -10: Abolition of the Company's rule, 1858.

Unit -11: Peasents and workers movement

Block-III: Post-1857:

Unit -12: Administrative Change and Reconstruction: The Level of Control from London after Abolition

Unit -13: Company's Rule. Victoria's Proclamation of 1858.

Unit -14: The Impact and Limits of Colonial Modernization.

Unit -15: Administrative Change and Reconstruction: The Civil Services-The Competition System-The Subordinate Civil Services-New Criteria for Employment.

Unit -16: Law, Justice and Legal Codification; Military re-organization: Racial Composition, Military Expenditure in the Budget, Concept of Mix Regiments, New Recruitment Grounds, Martial Castes.

Block-IV: Indian National Congress (1885)

Unit -17: Programmes & objectives of early congress.

Unit -18: Factors leading to the birth of the Indian National Congress

Unit -19: The safety valve thesis relating to the birth of congress.

Unit -20: The social composition of early congress leadership.

Block-V The State, Public and Political Life

Unit -21: The Educated Classes, Social base and Ideology.

Unit -22: The Political and Economic Critique of Colonial Rule;

Unit -23: The Women Question in National Politics; 'history from below'.

Block-VI: Early Nationalism:

Unit -24: Debates on the Emergence of Indian Nationalism;

Unit -25: Contemporary European Movements; Lord Lytton's Reactionary Policies;

Unit -26: The Ilbert Bill Controversy.

Unit -27: Modern Political Associations; Foundation of the Indian National Congress: Myth and Reality.

Unit -28: British Policies towards Early Nationalism.

Book References:

- Christophre Hibbert: The Great Mutiny (India 1857)
- Rudrangshu Mukherjee: Awadh In Revolt (1857-1858)
- Deep Chand Bandhu: History of Indian National Congress (1885 -2002)
- Pranab Mukherjee: A Centenary History of the Indian National Congress:
- Alavi, Seema: The Sepoys and the Company, 1770-1830. Delhi, OUP, 1995, pp.1-94, and conclusion). Bayly,
- C.A.: Rulers, Townsmen and Bazar: Indian Society and the Making of the British Empire, The NCHI, 2.1, 1983.
- Bayly, C.A.: 'The British military-fiscal state and indigenouse resistance; India 1750-1820' in Origins of nationality in South Asia, Patriotism.

Course Name: Development of Nationalism in India
Course Code: MAH-302

Credits: 4

Course Objectives: To enable the student to

- Acquire knowledge the Background of Indian Nationalism.
- Understanding the Primitive Nationalism.
- Understanding the meaning & nature of Economic Nationalism.
- Develop a critical analysis the Ideologies & programmes of the Indian National Congress (1885-1907)

Course Outcomes (COs):

1	Examine Social and Religious Reform Movements
2	To understand lower-caste movements and the communalism
3	To examine the nation, peasants, gender and literature
4	Critical analyze Economic Nationalism

Block-I SOCIAL AND RELIGIOUS REFORM MOVEMENTS

Unit -1: Vivekanand and his Re-interpretations of Hinduism, humanism, nationalism and the ideal Society

Unit -2: Rabindranath Tagore: ideology of cosmopolitanism, his interpretations of Indian thought and culture and perspectives on nationalism.

Unit -3: Growth of Arya Samaj after Dayanand

Unit-4: Iqbal and his interpretation of Islam: the idea of Khudi, Millat and the concept of Ummah.

Block-II THE LOWER-CASTE MOVEMENTS AND THE COMMUNALISM

Unit-5: E.V. Rama swami Periyar: self-respect movement; perspectives on Hindu religion, untouchability, patriarchy and women's rights.

Unit -6: Dr. B.R. Ambedkar: critique of casteism and patriarchy, Mahar Satyagraha, Puna-pact, abolition of untouchability.

Unit-7: Gandhi and his anti-untouchability campaign: Perspectives on Varn ashram Dharm, dignity of labor and his constructive work for Dalits.

Unit-8: Communalism: M.S. Golwalkar and his Idea of Hindutva and nationalism.

Block-III NATION, PEASANTS, GENDER AND LITERATURE

Unit-9: Peasant consciousness and resistance, their idea of nation; from Bartoli to All India Kisan Sabha.

Unit-10: Progressive Writers' Movement: Sajjad Zaheer, Prem Chand and their associates.

Unit-11: The Nation and its women: Kamla devi Chattopadhyay and the women's movement

Unit-12: Women and partition

Block-IV ECONOMIC NATIONALISM

Unit-13: Economic Nationalism – meaning & nature Unit -14 M.G.Rande,

Unit-14: Contribution of Dadabhai Naroji

Unit-15: R.C. Dutta,

Unit-16: Mahatma Phule

Unit-17: Drain of Wealth concept

Block-V ORGANIZED NATIONALISM

Unit-18: Emergence of Political associations upto 1885

Unit-19: Rise of Indian National Congress

Unit-22: Liberal Era (1885 to 1905 A.D.)

Unit-21: Moderates & extremists – Role & ideology of G.K. Gokhale & B.G.Tilak.

Unit-22: Ideologies & programmes of the Indian National Congress (1885-1907)

References

- S. Irfan Habib: Indian Nationalism:
- Bipin Chandra: The Rise and Growth Economic Nationalism in India;
- Rabindranath Tagore: Nationalism
- Sekhar Bandyopadhyay: Nationalist Movement in India
- RC Majumdar - British Paramountcy and Indian Renaissance: The History and Culture of Indian People, Vol. II, Bharatiya Vidya Bhavan, Bombay, 1965.

Course Name: History of India from 1861 to 1947 A.D.

Course Code: MAH-303

Credits: 6

Course Objectives: To enable the student to

- Acquire knowledge the administration of lord Curzon & Morley Minto.
- Understanding the social & religious reform movements.
- Understanding the role of Mahatma Gandhi & his ideology in national movement.
- Develop a critical analysis the communal politics & communal organizations.

Course Outcomes (COs):

1	Examine British administration and its acts and regulations
2	To understand lower-caste movements and social & religious reform movements
3	Understanding Gandhian Era
4	Critical analysis the communal politics & communal organizations.

Block-I

Unit-1: Lord Curzon; administration, foreign policy & partition of Bengal,

Unit-2: Swadeshi movement,

Unit-3: The Indian council's Act of 1861

Unit-4: The Indian council's Act of 1892,

Unit-5: The reforms of Morley-Minto, 1909,

Unit-6: Govt. of Indian Act of 1919

Block-II

Unit-7: Muslim league,

Unit-8: Social & religious reform movements during second of 19th century–Brahma Samaj, Arya, Samaj, Prarthana samaj

Unit-9: Ramkrishna Mission and Vivekanand and his Re-interpretations of Hinduism,

Unit-10: humanism, nationalism and the ideal society.

Unit-11: Theosophical Society

Unit-12: Growth of press in 19th century.

Block-III

Unit-13: National movement as a mass movement

Unit-14: Role of Mahatma Gandhi & his ideology,

Unit-15: Swaraj party (1923)–circumstances leading to the establishment–cause of failure

Block-IV

Unit-16: Simon Commission – works & effects

Unit-17: cause of failure Simon Commission works & effects

Unit-18: Nehru Report 1928,

Unit -19: Round table conferences (1930-32)

Unit -20: Poona pact, National movement during Second World War – Quit India movement, 1942

Block-V COMMUNAL POLITICS & COMMUNAL ORGANIZATIONS

Unit -21: Quit India movement (1920)- aims, objectives, causes of failure

Unit -22: Communalism – its meaning & origin, Revivalist nationalism and two- National Theory.

Unit -23: Communal Organization:-Muslim league, Hindu Maha Sabha, R.S.S., Communal politics & partition of India,

Unit -24: Govt. of India Act, 1935,

Unit -25: Indian Independence Act, 1947.

References

- Y.S. Mathur: Colonialism and Nationalism in India:
- R.C. Agarwal: Development and National Movement of India
- Subrat k. Nanda: Nationalism and Regionalism in India
- Bipan Chandra: India's Struggle for Independence, Penguin: 1989
- Sumit Sarkar Modern India, 1885-1947 (1983) Bipan Chandra: Communalism in Modern India

Course Name: History of Europe from 1848 to 1870

Course Code: MAH-304

Credits: 4

Course Objectives: To enable the student to

- Acquire knowledge the second republic and the second empire in France.
- Understanding the growth of Italian unification under the leadership of Mazzini. Garibaldi Cavour Victor Emanuel II.
- Understanding the Contribution of Bismarck to unify Germany.
- Develop a critical analysis the Eastern problems the main currents from 1815 to 1870.

Course Outcomes (COs):

1	Examine Movement for Social Revolution and eastern problems
2	To understand Unification of Italy and Unification of Germany
3	Understanding England during 19th century
4	Critical analysis Utopian Socialists

Block-I

Unit-1: The Triumph of Reactions 1815-1823:

Unit-2: Vienna Congress and the settlement.

Unit-3: The concert of Europe and its breakdown. Metternich's conservatism and Reaction.

Unit-4: Movement for Social Revolution: Revolution of 1848, its nature and significance.

Unit-5: Russia: 1815-1871: Crimean War-1854-56 and its consequences

Block-II: UTOPIAN SOCIALISTS:

Unit-6: Charles Fourier,

Unit-7: Robert Owen, and Saint Simon.

Unit-8: Karl Marx and Communist Manifesto.

Unit-9: Alexander II's Emancipation of Serfs and other Reforms.

Unit-10: The Triumph of Free Trade: Industrial Revolution in England (The Development of Railways) Industrialization of Europe

Block-III UNIFICATION OF ITALY AND UNIFICATION OF GERMANY:

Unit-11: Obstacles in the unification of Italy.

Unit-12: Attempts to unify Italy & the failure of attempts,

Unit-13: Growth of Italian unification under the leadership of Mazzini. Garibaldi & Cavour Victor Emanuel II.

Unit -14: Contribution of Bismarck to unify Germany.

Unit -15: The struggle for power and leadership between Prussia and Austria.

Unit-16: Wars of unification. Franco-Prussian War, 1870. Treaty of Frankfurt

Block-IV EASTERN PROBLEMS: THE MAIN CURRENTS FROM 1815 TO 1870

Unit-17: Causes & results of Crimean War.

Unit-18: Significance of the Eastern question in Europe & affairs up to 1870.

Unit-19: Reforms of Tsar Alexander II.

Block-V ENGLAND DURING 19TH CENTURY

Unit -20 The Social & economical conditions of England from 1815 to 1870,

Unit-21: Industrial revolution in Europe

Unit -22: Its results and efforts on other countries.

Unit-23: Russian revolution, Russia: 1815-1871:

Unit-24: Crimean War-1854-56 and its consequences

Unit-25: Alexander II's Emancipation of Serfs and other Reforms.

Block-VI

Unit-26: Europe between two world wars,

Unit-27: League of Nations, Rise of Dictatorships,

Unit-28: 2nd world war and U.N.O. Reconstruction of Europe, cold war, NATO, Warsaw pact.

Reference

- Ralph Flenley : Short History of Germany 1815-1945
- Francois Furet : Revolutionary France 1770-1880.
- Haas, Arthur G. : The Age of Metternich
- J.P. T. Bury : France, 1814-1914.
- Haas, Arthur G. : The Age of Metternich
- Christopher Duggan : Cavour and Garibaldi, 1860.
- Clyde, Paul Hibbert : The Far East.
- Agatha Ramm : Germany 1789-1919
- William Doyle : The Oxford History of the French Revolution
- Thompson G: Napoleon Bonaparte: His rise and fall.

SEMESTER-IV

Course Name: History of Europe from 1870 to 1990

Course Code: MAH-401

Credits: 4

Course Objectives: enable the student to -

- Acquire knowledge the reasons for the expansion of European powers, and expansion of imperialism in Asia by Russia, France & Britain.
- Understanding the New epoch begins after 1871 A.D.
- Understanding the Socialism and its effects on European countries, Concept of Karl Marx.
- Develop a critical analysis the third Republic in France & the functions of league of nation and U.N.O.

Course Outcomes (COs):

1	Examine Expansion of Europe: New Imperialism
2	To understand expansion of imperialism in Asia by Russia, France & Britain.
3	Understanding Concept of Karl Marx.
4	Critical analysis Third Republic in France

Block-I EXPANSION OF EUROPE: NEW IMPERIALISM:

Unit-1: Reasons for the expansion of European powers & control over the non-european world during 19th Century.

Unit-2: 19th century has been the Europeanization of the world

Unit-3: Expansion of imperialism in Asia by Russia, France & Britain,

Unit-4: Division of the continent of Africa by the European powers,

Unit-5: France Prussia war (1806).

Block –II BEGINNING AND THE NEW ERA: NEW EPOCH BEGINS AFTER 1871 A.D.

Unit-6: Characteristics of New epoch – Causes of International problems,

Unit-7: Solution of international problems pacificism and cooperation,

Unit-8: Second conference of Hague 1907.

Unit-9: Working class movement Trade union.

Unit-10: Beginning of Armed peace- effects another Countries,

Unit-11: Socialism and its effects on European countries,

Unit-12: Concept of Karl Marx.

Block-III THIRD REPUBLIC IN FRANCE:

Unit -13: Problem of 3rd republic of France between (1871 to 1914),

Unit-14: Political significance of Dreyfus case.

Unit-15: Circumstances leading to the Dual alliance between France & Russia- its consequences.

Unit-16: Partition of Africa First world war Causes

Unit-17: results main contents of peace conference at Paris in 1919

Block–IV EXPANSION OF IMPERIALISM IN ASIA BY RUSSIA, FRANCE & BRITAIN,

Unit -18: Division of the continent of Africa by the European powers,

Unit -19: France Prussia war (1806).

Book Reference:

- Ralph Flenley : Short History of Germany 1815-1945
- Francois Furet : Revolutionary France 1770-1880.
- Haas, Arthur G. : The Age of Metternich
- J.P. T. Bury : France, 1814-1914.
- Haas, Arthur G. : The Age of Metternich
- Christopher Duggan : Cavour and Garibaldi, 1860.
- Clyde, Paul Hibbert : The Far East.
- Agatha Ramm : Germany 1789-1919
- William Doyle : The Oxford History of the French Revolution

Course Name: History of England from 1782 to 1800

Course Code: MAH-402

Credits: 6

Course Objectives: To enable the student to

- Acquire knowledge the England on the eve of the industrial revolution.
- Understanding the reactions on England's politics of economic change and of the French Revolution.
- Develop a critical analysis the Third Republic in France.

Course Outcomes (COs):

1	Examine Expansion of Europe: New Imperialism
2	To understand expansion of imperialism in Asia by Russia, France & Britain.
3	Understanding Concept of Karl Marx.
4	Critical analysis Third Republic in France

Block -I: ENGLAND ON THE EVE OF THE INDUSTRIAL REVOLUTION:

Unit-1: Village life and agriculture-the roads-town life and apprenticeship –

Unit-2: the municipal and parliamentary system-London.

Unit-3: County elections the gentry, their life and culture

Unit-4: the magistrates the clergy universities

Unit-5: education Justice Scotland in the 18th century.

Block-II: CAPITALISM AS A HISTORICAL SYSTEM

Unit-6: Feudal society and economy in Western Europe and its 'Breakdown'.

Unit-7: Rise of World-wide colonial system;

Unit-8: Mercantalism. Problems of interpreting the Transition period, 16th to 18th centuries.

Unit-9: The nature of "Feudal Reaction". The rise of new agricultural and craft technology.

Unit-10: The emergence of 'bourgeois' political regimes (constitutional and democratic systems):

Unit-11: Growth and Nature of Parliamentary Power in England;

Block-III: THE REACTIONS ON ENGLAND'S POLITICS OF ECONOMIC CHANGE AND OF THE FRENCH REVOLUTION-

Unit-12: Anti Jacobins and Democrats fox and the Whig via media.

Unit-13: Suppression of the democratic movement- Course of the French revolution cause war with France.

Unit-14: The war with French republic, 1793-1802: its four periods

Unit-15: Naval Supremacy of Great Britain and continental failure of her allies.

Block-IV: THE INDUSTRIAL REVOLUTION AND INTERNAL DEVELOPMENTS OF CAPITALISM

Unit-16: The Industrial Revolution in England.

Unit-17: Factors behind the Industrial Revolution.

Unit-18: Divergent views on capital formation;

Unit-19: Internal social changes.

Unit-20: Britain's monopoly as the major industrial power;

Unit-21: The role of Free Trade. and critique of Free Trade

Block-V:

Unit-22: Spread of Industrial Revolution to Europe and United States

Unit -23: List's concept of 'National Political Economy'. Export of capital.

Unit-24: Growth of Banking, creation of money by banks:

Unit-25: Finance Capital, Monopoly Capitalism.

Unit-26: The Great Depression of 1873-94;

Unit-27: Crisis of 1929-32.

Book Reference:

- David Cannadine: G.M. Trevelyan Victorious Century:
- Peter Ackroyd: The History of England:
- Padmaja Ashok: The Social History of England:
- Phyllis Deane: Evolution of Economic Ideas, Cambridge University Press, Cambridge, 1978.
- Phyllis Deane: History of Economic Thought, Rupa, New Delhi, 1993. (Fifth Edition)
- Eric Roll: A History of Economic Thought, Rupa, New Delhi, 1993
- C. Gide and C. Rist: A History of Economic Doctrine, OUP, 1973.
- P. Sweezy, M. Dobb, Takahashi, et. al.: The Transition from Feudalism to Capitalism, Fove Pub, London, 1976

Course Name: History of England from 1800 to 1827

Course Code: MAH-403

Credits: 6

Course Objectives: To enable the student to

- Acquire knowledge the Napoleonic struggle I & II
- Understanding the Industrial revolution
- Develop a critical analysis the Corn laws- Caning's forage policy, Spain, America, Greece.

Course Outcomes (COs):

1	Examine: British Overseas Expansion
2	To understand expansion of imperialism in Asia by Russia, France & Britain.
3	Explain the Industrial revolution
4	Critical analysis The Great Depression of 1873-94; Crisis of 1929-32.

Block-I

Unit-1: British Overseas Expansion

Unit-2: Rural Society, Poor and the Clergy

Unit-3: Health, Medicine and Society in Victorian England

Unit-4: Friendship and Marriage in Victorian England

Block-II

Unit-5: British Labour Movement

Unit-6: Women and Suffrage

Unit-7: Work and Gender

Unit-8: Race and Justice under British Rule

Block-III The Industrial revolution –

Unit-9: The Industrial Revolution in England.

Unit-10: Factors behind the Industrial Revolution. Divergent views on capital formation; internal social changes. Britain's monopoly as the major industrial power

Unit -11: Spread of Industrial Revolution to Europe and United States.

Unit-12: Growth of Banking, creation of money by banks

Unit-13: The Great Depression of 1873-94; Crisis of 1929-32.

Block-IV:

Unit-14: Macadamizing Highways and horses hunting,

Unit-15: shooting, Boxing, sports, athletics.

Unit-16: Public Schools-The army & the nation-Canada & the American War of 1812

Unit-17: American policy 1817-18.

Block-V

Unit-18: Brougham, Qven Corbett

Unit-19: The racial movement & the 2nd repression-

Unit-20: Peterloo & cato street.

Unit-21: The queen's trial death of cast lereagh.

Unit-22: Liberal Tourism.

Unit-23: The Napoleonic Struggle II (1808-15), Wellington and the Peninsular war the commercial struggle & the blockade Leipzig and waterloo cast lereagh & the resettlement of Euro

Book Reference:

- Phyllis Deane: Evolution of Economic Ideas, Cambridge University Press, Cambridge, 1978.
- Phyllis Deane: History of Economic Thought, Rupa, New Delhi, 1993. (Fifth Edition)
- Eric Roll: A History of Economic Thought, Rupa, New Delhi, 1993.
- Irfan Habib: 'Capitalism in History', Social Scientist, Nos.266-68, July-Sept., 1995.
- Iqbal Hussain: Karl Marx on India, Tulika Books, New Delhi, 2006 (Introduction by Irfan Habib)

Course Name: Dissertation
Course Code: MAH-411

Credits: 4

Course Objectives:

The dissertation presents a major piece of guided independent research on a topic agreed between the student and their supervisor.

The objectives should cover the whole dissertation from the Literature Review, through the Research Methodology, and to the Critical Evaluation.

The objectives in a dissertation describe the ways through which you intend to achieve the research aim. They are specific statements that break down the aim into several smaller key sections of the overall research. Suitable objectives can help you stay focused and conduct research in the direction of your aim.

The Aims and Objectives for your Master's Dissertations need to be in chapter 1, the introduction to the research project. Chapter 1 should be an introduction to the project/ Dissertation assigned by the concerned Supervisor and not an introduction to the topic. The topic is covered in the Literature Review, usually chapter 2. However, there needs to be a few pages of background introduction to set the scene and the reasons for the research. Therefore, the Aims and Objectives should be around page 2, 3, or 4. The main Chapter of the dissertation's topic should be mentioned in Third Chapter and the Last Chapter will be Conclusion of the of the topic assigned by the supervisor and in the end some References/Bibliography should be mentioned.

Course Outcome: On completion of this course, student will be able to

- Systematically identify relevant theory and concepts
- Relate these to appropriate methodologies and evidence
- Apply appropriate techniques and draw appropriate conclusions
- Engage in systematic discovery and critical review of appropriate and relevant information sources.

Faculty and Support Staff

The University has identified the requisite faculty and support staff as mandated by UGC and formally they shall be allocated the required positions from amongst the existing faculty exclusively for ODL mode or fresh appointments as per requirement, shall be initiated for which Letter of Intent have been issued to the prospective faculty and staff. The course material prepared by this university will be on par with any open university/Distance education centre in the country.

Delivery Mechanism

The ODL of MU follows a modern ICT (Information & Communication Technology) enabled approach for instruction. The methodology of instruction in ODL of MU is different from that of the conventional/regular programs. Our ODL system is more learner-oriented and the learner is an active participant in the teaching-learning process. ODL of MU academic delivery system comprises:

A. Print Material

The printed material of the programme supplied to the students will be unit wise for every course.

B. Counselling Sessions

Normally, counselling sessions are held as per a schedule drawn beforehand by the Subject Coordinator. There will be 6 counselling/ contact classes for 4 credit course will be held on the campus on Saturday and on Sunday of 2 hour duration for each course in face to face mode (In case of 2 credit course contact hours are required 6 hours and in case of 6 credit course contact hours required 18 hours). Contact classes will be held in the campus on Saturdays and on Sundays.

C. Medium of Instruction

Medium of Course Instruction: Hindi

Medium of Examination: Hindi

Student Support Systems

Universities study Centres or Learner Support Centre shall be headed by a coordinator, not below the rank of Assistant professor and shall be augmented with academic and non-academic staff depending on the learner.

The university has made appropriate arrangements for various support services including counselling schedule and resource-oriented-services evaluation methods and dates both on and off line modes for easy and smooth services to the students through distance mode.

At present the university has only one study centre in the campus. The institution is not promoting any study centres outside the campus. All student support services will be provided to the student through a single window method/mode onsite and online.

F. Procedure for Admissions, Curriculum, Transaction and Evaluation

Admission Process

Admission to the M.A. History programme will be done on the basis of screening of candidate's eligibility on first come first serve basis. Admission shall not be a right to the students and MU, DDOE shall retain the right to cancel any admission at any point of time if any irregularity is found in the admission process, eligibility etc.

Maximum Duration

- A. The maximum duration of the M.A. History Programme is four years. Thereafter, students seeking completion of the left-over course(s) will be required to seek fresh admission.
- B. The student can complete his programme within a period of 4 years failing which he/she shall seek fresh admission to complete the programme.

Eligibility

Any Graduate from any recognised University is eligible for admission to M.A. History Programme.

Fee Structure

Name of the Program	Degree	Duration	Year	Registration Fee	Tuition Fee/Year	Exam Fee/Year	Total (in Rs.)
Master of Arts(History)	PG	2 to 4 Years	1	1500	12000	2000	15500
			2		12000	2000	14000
Total							29500

Activity Schedule

S.NO.	Name of the Activity	Tentative months schedule(specify months) during year			
		From(Month)	To (Month)	From(Month)	To (Month)
1	Admission	Jul	Sep	Jan	Mar
2	Assignment submission (if any)	Sep	Oct	Mar	Apr
3	Evaluation of Assignment	Oct	Nov	Apr	May
4	Examination	Dec	Dec	Jun	Jun
5	Declaration of Result	Jan	Jan	Jul	Jul
6	Re-registration	Jul	Jul	Jan	Jan
7	Distribution of SLM	Jul	Sep	Jan	Mar
8	Contact Programmes (counselling, Practicals.etc.)	Sep	Nov	Mar	May

Credit System

MU, DDOE proposes to follow the 'Credit System' for most of its programs. Each credit amounts to 30 hours of study comprising all learning activities. Thus, a 8 credit course requires 240 hours, 6 credit course requires 180 hours , 4 credit course requires 120 hours and 2 credit course requires 60 hours of study. This helps the student to understand the academic effort to complete a course. Completion of an academic programme requires successful clearing of both, the assignments and the term-end examination of each course in a programme.

Duration of the Program	Credits	Name of the Program	Level of the Program
2 Yrs.	80	MA(History)	Master's Degree

Assignments

Distance Education learners have to depend much on self study. In order to ascertain the writing skill and level of comprehension of the learner, assignment work is compulsory for all learners. Each assignment shall consist of a number of questions, case studies and practical related tasks. The Assignment Question Papers will be uploaded to the website within a scheduled time and the learners shall be required to respond them within a specified period of time. The response of the learner is examined by a faculty member.

Evaluation: The evaluation system of the programme is based on two components:

- A. Continuous Evaluation in the form of assignments (weightage 30%):** This Component carries a weightage of 30%. There will be at least one graded assignment and test per course. These assignments are to be submitted to the Co-ordinator of the DDOE/Study Centre to which the student is assigned or attached with.
- B. Term-end examination (weightage 70%):** This will be held twice every year in the months of June and December. The students are at liberty to appear in any of the examinations conducted by the University during the year. A student will be allowed to appear in the Term-End Examination only after she/he has registered for that course and submitted the assignment. For appearing in the Examination, every student has to submit an Examination form through online (www.mangalayatan.in/) or offline

before the due dates as given in the schedule of operations. If a student misses any term-end examination of a course for any reason, s/he may appear for any of them or all the courses subject to the maximum of 8 courses in the subsequent term-end examinations. This facility will be available until a student secures the minimum pass grade in the courses but up to a maximum period of four semesters, since the date of registration of the course is valid for four semesters. Beyond this period s/he may continue for another four semesters by getting Re-registration by paying fee again. In that case, the score of qualified assignments and/or term-end examination will be retained and the student will be required to complete the left out requirements of such re-registered courses. Minimum requirement for passing a course will be 40% marks.

G. Laboratory Support and Library Resources

The library of Mangalayatan University aims to empower the teaching mission and intellectual culture of the community through availability through an organized collection of information as well as instruction in its access, relevance and evaluation.

The University Library enriches advance learning and discovery by providing access to a broad array of resources for education, research and creative work to ensure the rich interchange of ideas in the pursuit of knowledge.

The Directorate of Distance Education of Mangalayatan University has initiated the process of setting up a dedicated Library for ODL program and acquiring printed books and e-books for this purpose. The required International and National subject journals are also provided. We have a full functioning community radio service onboard (90.4 FM). We already have annual journal subscriptions and the capacity can be enlarged at later stages as the University lines up with more online journals.

The collection of the Library is rich and diverse especially in terms of the breadth and depth of coverage. Collection encompasses subjects in Management, Commerce, Information Technology, Computer Applications, and other allied areas. This collection further includes Books, Research Journals, Project Reports/Dissertations and online Journals.

The University has well equipped Computer Laboratories, Lecture Capturing Systems, Audio Video facilities, ICT enabled class rooms, Wi-Fi facilities etc.

H. Cost Estimate of the Programme and the Provisions

Initial expenses have been done by the University in terms of provision of infrastructure, manpower, printing of self study material and other. The University intends to allocate expenses out of the total fee collection as per following details:

a) SLM Development and Distribution	:	20%
b) Postal Expense	:	10%
c) Salary and other Administrative expenses	:	60%
d) Future development	:	10%

Once programmes are operational, fee receipt from the programmes budget to be planed as per the guidelines of University Grants Commission.

I. Quality Assurance

The University has established the Centre for Internal Quality Assurance (CIQA) in the University campus. The CIQA will monitor and maintain the quality of the ODL programmes. It has the following objectives in making the compliances of quality implementations.

Objectives

The objective of Centre for Internal Quality Assurance is to develop and put in place a comprehensive and dynamic internal quality assurance system to ensure that programmes of higher education in the Open and Distance Learning mode and Online mode being implemented by the Higher Educational Institution are of acceptable quality and further improved on continuous basis.

Functions of CIQA

The functions of Centre for Internal Quality Assurance would be following

- 1) To maintain quality in the services provided to the learners.
- 2) To undertake self-evaluative and reflective exercises for continual quality improvement in all the systems and processes of the Higher Educational Institution.
- 3) To contribute in the identification of the key areas in which Higher Educational Institution should maintain quality.
- 4) To devise mechanism to ensure that the quality of Open and Distance Learning programmes and Online programmes matches with the quality of relevant programmes in conventional mode.
- 5) To devise mechanisms for interaction with and obtaining feedback from all stakeholders namely, learners, teachers, staff, parents, society, employers, and Government for quality improvement.
- 6) To suggest measures to the authorities of Higher Educational Institution for qualitative improvement.
- 7) To facilitate the implementation of its recommendations through periodic reviews.
- 8) To organize workshops/ seminars/ symposium on quality related themes, ensure participation of all stakeholders, and disseminate the reports of such activities among all the stakeholders in Higher Educational Institution.
- 9) To develop and collate best practices in all areas leading to quality enhancement in services to the learners and disseminate the same all concerned in Higher Educational Institution.
- 10) To collect, collate and disseminate accurate, complete and reliable statistics about the quality of the programme(s).
- 11) To ensure that Programme Project Report for each programme is according to the norms and guidelines prescribed by the Commission and wherever necessary by the appropriate regulatory authority having control over the programme.
- 12) To put in place a mechanism to ensure the proper implementation of Programme Project Reports.
- 13) To maintain are cord of Annual Plans and Annual Reports of Higher Educational Institution, review them periodically and generate actionable reports.
- 14) To provide inputs to the Higher Educational Institution for restructuring of programmes in order to make them relevant to the job market.
- 15) To facilitate system based research on ways of creating learner centric environment and to bring about qualitative change in the entire system.
- 16) To act as a nodal coordinating unit for seeking assessment and accreditation from a designated body for accreditation such as NAAC etc.
- 17) To adopt measures to ensure internalization and institutionalization of quality enhancement practices through periodic accreditation and audit.
- 18) To coordinate between Higher Educational Institution and the Commission for various qualities related initiatives or guidelines.
- 19) To obtain information from other Higher Educational Institutions on various quality benchmarks or parameters and best practices.
- 20) To record activities undertaken on quality assurance in the form of an annual report of Centre for Internal Quality Assurance.
- 21) It will be mandatory for Centre for Internal Quality Assurance to submit Annual Reports to the Statutory Authorities or Bodies of the Higher Educational Institution about its activities at the end

of each academic session. A copy of report in the format as specified by the Commission, duly approved by the statutory authorities of the Higher Educational Institution shall be submitted annually to the Commission.

After enrolling in MA History Programme of Mangalayatan University in ODL mode, student will exhibit skill and ability to work effectively in teams. After completion of M.A. History Programme History graduates usually find plenty of lucrative career positions in both government and private sectors. Some of the most promising government job arenas are museums, libraries, archives, tourism, heritage consultancy & planning, and foreign affairs departments. Apart from this, History majors can also opt for Academia, Law, Journalism, Politics, Civil Services, and Public Relations.



Registrar
Mangalayatan University
Beswan, Aligarh

MANGALAYATAN UNIVERSITY, ALIGARH

**DIRECTORATE OF DISTANCE AND ONLINE
EDUCATION**



PROGRAMME PROJECT REPORT

MASTER OF ARTS (Political Science)

MA (Political Science)

Registrar
Mangalayatan University
Beswan, Aligarh

Introduction

Master of Arts in Political Science is designed to help students develop strong analytical skills and grounding in diverse critical and theoretical approaches. The programme helps students develop specialization in the particular area of Political studies. The course aims at generating qualified, competent and articulate human resource capable of contributing to relevant domains of knowledge.

An important objective of the Masters programme is to introduce students to advanced study and scholarly activity in order to provide an avenue towards a PhD for those who wish eventually to seek a career in the academia. In addition, the course is designed to provide a reasonably complete higher education in literary studies for those who do not intend to proceed to a further degree in the field but who may branch into other areas as diverse as publishing, editing, journalism, administration, management, communications, or teaching.

A) Programme's Mission and Objectives

Mission

To be the enablers of a confluence of academic rigor and professional practicality.

To train students to be skilled professionals, with the hunger and ability to become leaders.

To hone not just the intellect of our students, but also their character and personality.

To bring global best practices to our students through widespread use of technology.

To empower our faculty to constantly develop new skills and excel professionally.

To provide the best campus environment to students and faculty with all facilities to nurture their interests

Objectives

MA Political Science program of Mangalayatan University is designed after acknowledging essential quality inputs received from students, alumni, parents, academicians/teachers and also incorporating the contribution of the ability which enable a learner to develop critical thinking and decision making skills so that they can identify and analyze problems, develop feasible alternatives and make decisions effectively and efficiently. The MA Political Science facilities to nurture their interests programme will help students in acquiring specialised knowledge for developing the practical elements of literary criticism and theory.

B. Relevance of the Program with HEI's Mission and Goals

The vision and mission of HEI, Mangalayatan University, Aligarh are:

Vision

To be an institution where the most formative years of a young mind are spent in the guided pursuit of excellence while developing a spirit of inquisitive questioning, an ability to excel in the pressure of a fast-changing professional world and desire to grow into a personality than a person in an environment that fosters strong moral and ethical values, teamwork, community service and environment consciousness.

Mission

- To be the enablers of the confluence of academic rigor and professional practicality.
- To bring global best practices to students through widespread use of technology.
- To empower our faculty to constantly develop new skills and excel professionally.
- To provide the best campus environment to the students and faculty with all facilities to nurture their interest.

M.A. Political Science program of the University strives to realize its vision and mission by rectifying student centric issues on priority and also to empower local community with the help of various social clubs running in University like NSS, KADAM and Alumni association. The University promotes multidisciplinary and allied research in various fields that supports and harnesses joyful learning environment. The goals of ODL (Open Distance Learning) program is to provide educational facilities to all qualified and willing persons who are unable to join regular courses due to personal or professional reasons. There are many potential learners who cannot afford to join regular courses due to professional responsibilities and personal commitments. For such cases, MA Political Science through ODL mode can be helpful in increasing knowledge base and skill up-gradation.

The program aims to provide alternative path to wider potential learners who are in need of refresher courses to update their skills.

C. Nature of Prospective Target Group of Learners

Distance Education at Mangalayatan University (MU) shall target the working professional's executives as well as those who cannot attend a full-time program due to prior occupation or other assignments. The candidates desirous of taking admission in M.A. Political Science program, shall have to meet the eligibility norms as follows-

1. To obtain admission in M.A. Political Science program offered through ODL mode, the learner must have completed graduation in English literature/language/ linguistics.

The ODL- M.A. Political Science program offered by Mangalayatan University caters the needs of diverse groups of undergraduate learners from all disciplines located in diverse regions and social structures such as learners from a low level of disposable income, rural dwellers, women and minorities who have little access to formal institutions of higher learning.

D. Appropriateness of Programme to be conducted in ODL mode to acquire specific skills and competence

The University has identified the following program outcomes and program specific outcomes as acquisition of specific skills and competence for M.A. Political Science Program.

1. Programme Outcomes (PO's)

PO 1: Understand the basic literary concepts, theories and principles.

PO 2: Write and deliver oral, written and digital presentations on issues of Polity.

PO 3: Use digital mode and resources to research stylistic innovations pertaining to Political Science

PO 4: Demonstrate critical thinking on key current issues

PO 5: Discuss and research on key Political theories and concepts as relevant to present world and society.

2. Programme Specific Outcomes

PSO1: Succeed in obtaining employment appropriate to their interests, education and become a valuable academician.

PSO2: Continue to develop professionally through lifelong learning, higher education and accept the challenges in research and other creative pursuits in their areas of specialization.

PSO3: Disseminate the subject knowledge to coming generations effectively so as students can further develops them through self-study and create a sense of ethical responsibilities among students.

The University has taken care to introduce MA Political Science program taking into consideration, 1, and 2, to maintain the quality and to face the competition at the National/International level.

E. Instructional Design

The program is divided into four semesters and minimum credit requirement is 80 to get MA degree through ODL mode from Mangalayatan University. Minimum time period for acquiring M.A degree will be two years and maximum time (extended) period is 4 years.

Evaluation Scheme

Semester-I						
S.N.	Course Code	Course Name	Credit	Continuous Assessment Marks	Term End Exam Marks	Grand Total
				Max. Marks	Max. Marks	
1	MAP-101	Western Political Thought	4	30	70	100
2	MAP-102	Politics in India	6	30	70	100
3	MAP-103	Indian political System	6	30	70	100
4	MAP-104	Urban Politics in the age of Globalisation	4	30	70	100
Total			20	120	280	400

Semester-II						
S.N.	Course Code	Course Name	Credit	Continuous Assessment Marks	Term End Exam Marks	Grand Total
				Max. Marks	Max. Marks	
1	MAP-201	Modern western political thought	4	30	70	100
2	MAP-202	Comparative political analysis	6	30	70	100
3	MAP-203	International Politics	6	30	70	100

4	MAP-204	Indian government and Politics	4	30	70	100
Total			20	120	280	400

Semester-III						
S.N.	Course Code	Course Name	Credit	Continuous Assessment Marks	Term End Exam Marks	Grand Total
				Max. Marks	Max. Marks	
1	MAP-301	Democracy in India	4	30	70	100
2	MAP-302	Contemporary Pol. Scie	6	30	70	100
3	MAP-303	Liberal Political theory	6	30	70	100
4	MAP-304	Political theory after W.W. I	4	30	70	100
Total			20	120	280	400

Semester-IV						
S.N.	Course Code	Course Name	Credit	Continuous Assessment Marks	Term End Exam Marks	Grand Total
				Max. Marks	Max. Marks	
1	MAP-401	Contemporary issues in G.P.	4	30	70	100
2	MAP-402	Public Administration	6	30	70	100
3	MAP-403	Gender and Politics	6	30	70	100
4	MAP-404	Human right's in India	4	30	70	100
Total			20	120	280	400

MOOCS

The University shall give flexibility in opting for MOOC (Massive Online Open Courses) by the students pertaining to the prescribed curriculum and also the credits earned in the MOOC courses may be dealt as part of the evaluation scheme as per UGC(Open and Distance Learning Programmes and Online Programmes) Regulations,2020.

Syllabi and Course Materials

Syllabi, PPR and self-learning materials are developed mostly by experienced faculty members of Mangalayatan University in consultation with contents experts and the same will be forwarded to CIQA and BoS/Academic Council/ Executive Council for further suggestions and approval.

SYLLABUS

Course Name: Western Political Thought
Course Code: MAP-101

Semester-I
Credit 4

Course Objective:

By the course readings, class discussions the students will improve their understanding of western political thought in general as well as the theoretical approaches used in analyzing political thoughts at global levels in particular.

Course Outcome:

- The students will get aware from different major political thoughts of the world.
- By this course student will understand the views of western political thinkers, socialist thinkers and contemporary political thinkers.

Block I:

Unit 1: Significance and Features of Western Political Thought

Unit 2: Socrates

Unit 3: Plato

Unit 4: Aristotle

Block II:

Unit 5: Features of Medieval Political Thought

Unit 6: St. Augustine

Unit 7: St. Thomas Aquinas

Unit 8: Marsilius of Padua

Block III:

Unit 9: Thomas Hobbes

Unit 10: John Locke

Unit 11: Jean Jacques Rousseau

Unit 12: Niccolo Machiavelli

Block IV:

Unit 13: Edmund Burke

Unit 14: Immanuel Kant

Unit 15: John Stuart Mill

Unit 16: Jeremy Bentham

Block V:

Unit 17: Alexis de Tocqueville

Unit 18: Gramsci

Unit 19: Georg Withelm Friedrich Hegel

Unit 20: Karl Marx

Text Books and References:

1. A.R. Murray, An Introduction to Political Philosophy (Routledge & Kegan, 2010).
 2. Abdul Quayum, Siasiphalsapha, (Nisab, 2009).
 3. Antony Black, The History of Islamic Political Thought (Edinberg, 2011).
 4. C.L. Wayper, Political Thought, (Philosophical Library, 1987).
 5. G.H. Sabine, A History of Political Theory (Oxford & I.B.H., 1971).
 6. Hashim Qidwai, Europe Ke Azeem Siyasi Mufakkareen (Taraqqi Urdu Board).
 7. Jonathan Wolff, An Introduction to Political Philosophy (Oxford, 200)
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Course Name: Politics in India
Course Code: MAP-102

Credit 6

Course Objective:

By the course readings, class discussions the students will improve their understanding of politics in India as the theoretical approaches used in analyzing political culture at national levels.

Course Outcome: After completion of the course, student will be able to:

- Understand about Political Culture and study of politics in India
- Acquaint Peasant movement and election in India as well as Gender Politics
- Learn about Political Parties and Systems, Agrarian and land reforms
- Aware about pattern of communal politics, Dalit and Backward Classes politics

Block I:

Unit 1: Development of the Study of State Politics in India

Unit 2: Modern State in India.

Unit 3: The Political culture in India.

Unit 4: The Social Character of the India State.

Unit 5: Frameworks for Analysis

Block II:

Unit 6: Nature of Indian Diversities and Nationalist Response

Unit 7: States in the Constitutional Scheme

Unit 8: Development of State System

Unit 9: State Politics in state: Theoretical Framework

Unit 10: Elections and Electoral Politics

Block III:

Unit 11: Political Parties and Party Systems

Unit 12: Patterns of Dissent and Protest in States

Unit 13: Developmental Issues and Regional Disparities

Unit 14: Agrarian Transformation and Land Reforms

Unit 15: Industry and Labour

Block IV:

Unit 16: Liberalisation and Globalisation: Implications for State Politics

Unit 17: Inter-State Disputes: Water and Territorial boundaries

Unit 18: Patterns of Communal Politics

Unit 19: Assertion of Dalits and Backward Castes

Unit 20: Linguistic and Ethnic Minorities in State Politics

Block V:

Unit 21: State Autonomy Movements

Unit 22: Peasant Movement and Development Politics in India

Unit 23: Caste, Religion and Language Politics in India

Unit 24: Election in India, Gender Politics in India

Unit 25: Politics and Democratic Decentralization in India

Text Books and References:

1. Dipankar Sinha, Kaberi Chakrabarti, S.D. Gupta, Democratic Governance in India: Relections and Refraction, Kalpaz Publication, 2023.
2. Rajni Kothari, Politics in India
3. Zoya Hasan, Political Parties in India
4. Oxford Champion to Politics in India

Course Name: India Political System

Course Code: MAP-103

Credit 6

Course Objective:

By the course readings, class discussions the students will improve their understanding of politics in general as well as the theoretical approaches used in analyzing political systems at national levels.

Course Outcome: After completion of the course, student will be able to:

- Understand about constitutional Development in India.
- Institutions of governance in India.
- Learn about leadership and decision making process in India.
- Aware about working of Administration in India.

Block I:

Unit 1: Social Infra- structures of the Indian Polity: Background

Unit 2: Role of Caste, Tribe in India

Unit 3: Religion and Language in Indian Politics

Unit 4: Political Culture: Themes, Emerging Trends.

Unit 5: Democratic Upsurge: Coalition Politics

Block II:

Unit 6: The Process of Interest Aggregation and Role of Political Parties: Major National Parties such as Indian National Congress, Bharatiya Janata Party,

Unit 7: Role of Communist Party of India, Samajwadi Party

Unit 8: Role of Regional Political Parties.

Unit 9: Federal Politics in India

Unit 10: Major Issues and Problems: Prospect

Block III:

Unit 11: Role of the Executive: Role of the President, Role of the Prime Minister

Unit 12: Role of the Legislature: Role of the Indian Parliament

Unit 13: Role of the Supreme Court in India

Unit 14: Role of State Executive: Role of Governor, Role of the Chief Minister

Unit 15: Role of High court in India

Block IV:

Unit 16: The Electoral process: Voting Behaviour,

Unit 17: Need for Electoral Reforms

Unit 18: State-building: Historical Background

Unit 19: Role of Election Commissioner in India

Unit 20: Role of State Election Commissioner.

Block V:

Unit 21: Nation-building: Historical Background

Unit 22: Problems of nation- building,

Unit 23: Political Development

Unit 24: The Prospect of Political Development

Unit 25: Recent Development in Indian Politics

Text Books and References:

1. Norman D. Palmer, The Indian Political System
2. W.B. Morries Jones, Government and Politics in India
3. Myron Weiner and A. Varshney, Party Politics in India
4. Robert Hardgrave, Government and Politics in a Developing Society: India

Course Name: Urban Politics in the Age of Globalization

Course Code: MAP-104

Credit 4

Course Objective:

By the course readings, class discussions the students will improve their understanding of urban politics in general as well as the theoretical approaches used in analyzing in the age of Globalization at global levels particularly.

Course Outcome: After completion of the course, student will be able to:

- Understand about meaning and nature of Urban Politics in India
- Acquaint the Changing Urban Political economy and Urbanization
- Learn about Politics of urban Infrastructure and investment
- Aware about Politics of social Change

Block I:

Unit 1: Introduction to Urban Politics: Meaning and Nature in India

Unit 2: Theoretical Understanding of Urban Politics: Pluralist

Unit 3: Theoretical Understanding of Urban Politics: Regime and Public Choice

Unit 4: Understanding Globalisation, Urbanisation, Glocalization and Glurbanisation

Block II:

Unit 5: Changing Urban Political Economy: Introduction

Unit 6: Urban Poverty and the Informal Sector

Unit 7: Politics of Urban Infrastructure and Investment, Urban Politics and Governance

Unit 8: Education, Health and Housing

Block III:

Unit 9: Politics and the Production of Urban Space

Unit 10: Politics of Labour Market, Politics of Urban Sprawl

Unit 11: Politics of Social and Cultural Change

Unit 12: Globalization and the New Urban Governance: Theoretical Foundations

Block IV:

Unit 13: New Urban Paradigm, Towards an Inclusive Urban Democracy

Unit 14: Urban Commons and the Shared Urban Resources

Unit 15: Access, Entitlements and Urban Enfranchisement

Unit 16: Socio-Economic Change and Urban Politics: Three North American Case Studies

Block V:

Unit 17: Urban Transit and Transportation, 19 COVID-19 and Urban Politics

Unit 18: Race and Urban Politics in the United States and Canada

Unit 19: Public Space and Private Space in Cities

Unit 20: Space and Political Cleavages in the Urban Landscape

Text Books and References:

1. Susan S. Fainstein, Scott Campbell (Eds.), *Readings in Urban Theory*, Blackwell Publishers, Oxford, 2002
2. Gyan Prakash, *The Urban Turn: Cities of Everyday Life*, Delhi, Sarai Reader, 2001
3. Mohan Sudha, *Urban Development and New localism*, Rawat Publishers, Mumbai, New Delhi and Jaipur, July 2005.
4. Solomon Benjamin, *Occupancy Urbanism: Radicalizing Politics and Economy beyond Policy and Programs* *International Journal of Urban and Regional Research*, Volume 32, No.3, 719.29, September, 2008

5. John Harriss, Kristian Stokke, Olle Tornquist, *Politicizing Democracy*, Palgrave Macmillan, New York, 2004
-

Course Name: Modern Western Political
Course Code: MAP-201

Semester II
Credit 4

Course Objective:

By the course readings, class discussions the students will improve their understanding of political thought in general as well as the theoretical approaches used in analyzing modern political thoughts at global levels.

Course Outcome: After completion of the course, students will be able to:

- Understand the diverse intellectual political traditions in the west.
- Aware about conceptual debate of fundamental political ideas in the west.
- Critically analyze the political philosophy of western political thinkers.

Block I:

Unit 1: Political Thought of Jeremy Bentham: The Concept of Utilitarianism, Theory of State and Government

Unit 2: A Critical Estimate of Bentham's Political Thought, Restatement of Benthamite Utilitarianism

Unit 3: Political Thought of John Stuart Mill: Theory of State, Concept of Representative Government, Concept of Liberty

Unit-4 A Critical Estimate of Mill's Political Thought.

Block II:

Unit 5: Political Thought of G.W.F Hegel:-Theory of State,

Unit 6: Relationship between the State and the Individual,

Unit 7: A Critical Estimate of Hegel's Political Thought& Green's Political Thought

Unit 8: Political Thought of T.H, Green: Theory of State, Relationship between the State and the Individual

Block III:

Unit 9: Political Thought of Karl Marx: Concepts of Economic, A Critical Estimate of Marx's Political Thought

Unit 10: Determinism, Dialectical Materialism, Surplus Value and Class struggle

Unit 11: Dictatorship of the Proletariat, the Communist Society

Unit 12: Political Thought of Lenin: Theory of the Communist State, A Critical Estimate of Lenin's Political Thought

Block IV:

Unit 13: Political Thought of Harold J. Laski-

Unit 14: Concept of State of Laski

Unit 15: Relationship between the State and the Individual

Unit 16: A Critical Estimate of Laski's Political Thought

Block V:

Unit 17: Political Thought of John Rawls

Unit 18: Theory of State and Government,

Unit 19: Relationship between the State and the Individual

Unit 20: A Critical Estimate of Rawls' Political Thought.

Text Books and References:

1. A.R. Murray, *An Introduction to Political Philosophy* (Routledge & Kegan, 2010).
2. Abdul Quayum, *Siasiphalsapha*, (Nisab, 2009).
3. Antony Black, *The History of Islamic Political Thought* (Edinberg, 2011).
4. C.L. Wayper, *Political Thought*, (Philosophical Library, 1987).
5. G.H. Sabine, *A History of Political Theory* (Oxford & I.B.H., 1971).

6. Hashim Qidwai, Europe Ke Azeem Siyasi Mufakkareen (Taraqqi Urdu Board).
 7. Jonathan Wolff, An Introduction to Political Philosophy (Oxford, 200
-

Course Name: Comparative Political Analysis

Course Code: MAP-202

Credit 6

Course Objective:

The object of this course is to introduce students to the political institutions and processes of the various countries in a comparative context.

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

- Gain useful knowledge about the institutions, processes, policies and Constitutions of various countries in a comparative context.
- Understand the political consequences of economic wellbeing by comparing the political institutions and practices of wealthy and poor countries.

Block I:

Unit 1: Comparative Politics: Nature, Significance and Evolution

Unit 2: Comparative Approaches and Methods: Systems, Structural - Functional, Public Policy

Unit 3: Comparative Approaches: Political Economy, Dependency and World Systems

Unit 4: Theories of State

Unit 5: State-Civil Society Relations: Evolving Patterns

Block II:

Unit 6: Globalisation and State

Unit 7: Regional Integration and State

Unit 8: International Organisations and State

Unit 9: Transnational/Multinational Corporations and State

Unit 10: State in Developing Societies: Asian, African and Latin American Experiences

Block III:

Unit 11: Nationalism: Approaches

Unit 12: Forms of Nationalism

Unit 13: Anti-Colonial Movements

Unit 14: Nationality and Self-Determination

Unit 15: State Building and Constitutionalism

Block IV:

Unit 16: Ethnicity, Politics and State

Unit 17: Politics of Community Identities

Unit 18: Ethnic Movements

Unit 19: Political Regime

Unit 20: Military in Politics

Block V:

Unit 21: Federalism: Patterns and Trends

Unit 22: Parties and Party Systems

Unit 23: Interest Groups, Pressure Groups and Lobbying

Unit 24: Poverty and Human Development

Unit 25: Decentralisation and Participation

Text Books and References:

1. G. Almond et.al, Comparative Politics Today: A World View (Haper Collins, 2000).
2. J. Blond, An Introduction to Comparative Government (Weidens & Nicholson, 1980).
3. H. Finer, Theory and Practice of Modern Government (Methune, 1969).
4. V.N. Khanna, Comparative Study of the Government and Politics (R.C. Chand, 2004).
5. Debryshree, Politics in China (Chambers, 1991).
6. Heywood, Parties and Party System in Politics (Palgrave, 2002).
7. M. Kamrava, Understanding Comparative Politics: A Framework of Analysis (Routledge, 2003)

Course Name: International Politics

Course Code: MAP-203

Credit 6

Course Objective:

The object of this course is to provide students the background and conceptual tools they need to understand contemporary international Politics/ relations.

Course Outcome: After completing this course, the students will be able to:

- Understand a wide range of issues involved in the study of international relations including the workings of the state system, the causes of international conflict and violence, and international economic relations.
- Explain global politics using an historical approach which allows students to understand continuity as well as change
- Develop critical and independent thought on the contemporary trends of international politics.

Block I:

Unit 1: Meaning, Nature and Significance of International Politics

Unit 2: Approaches and Methods of International Politics

Unit 3: Differences between International Politics and International Relations

Unit 4: International Scenario since 1945

Unit 5: Changes in International Political Scenarios

Block II:

Unit 6: Contending Theories of International Politics

Unit 7: Idealist Theory, Realist and Neo-realist Theories

Unit 8: Marxist and Neo-Marxist Theories

Unit 9: Functionalist and Systems Theories

Unit 10: Feminism Theory

Block III:

Unit 11: Key Concepts in International Relations: National Interest, Security

Unit 12: Power, Balance of Power and Deterrence,

Unit 13: Dynamics of International Politics: Cold War and New Cold War,

Unit 14: Strategic and Ideological Bipolarity, Un-polarity and Multi-Polarity

Unit 15: Collective Security and Economic, Imperatives American Hegemony

Block IV:

Unit 16: Non-Aligned Movement: Background

Unit 17: Resurgence of Asia, Regional Co-operation SARRC and ASEAN,

Unit 18: Emerging International Issues. Arms Race and Nuclear Issue

Unit 19: Economic and Political Issues

Unit 20: Issue of Terrorism

Block V:

Unit 21: National Interest

Unit 22: National Power

Unit 23: Emerging world order

Unit 24: Peace and conflict-resolution: collective security, peacekeeping, enforcement of **peace**.

Unit 25: Foreign Policies of Major Powers: U.S.A., China, Russia

Text Books and References:

1. John Baylis, Steve Smith and Patricia Owens, The Globalisation of World Politics (Oxford, 2011).
2. Keith L. Shimko, International Relations, 4 th Edition (Houghton Mifflin Company, 2012).
3. Joshua S. Goldstein and Jon C. Pevehouse, International Relations, 11th Ed. (Pearson, 2016).
4. Joseph S. Nye, Understanding International Conflicts, 6th Ed., (Longman, 2007).
5. Richard W. Mansbach and Kirsten L. Rafferty, Introduction to Global Politics, 2nd Ed (Routledge, 2011)

Course Name: Indian Government and Politics

Course Code: MAP-204

Credit 4

Course Objective:

The object of this course is to provide students a meaningful overview of the Indian Political system in its historical and contemporary setting.

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

- Learn the basic frame work of Indian Constitution.
- Describe and think critically about the institutional features of Indian politics.
- Explain Indian politics using historical approach.
- Make informed judgments about current political controversies

Block I:

Unit 1: State in Post-Independent India, Welfare State

Unit 2: Nehruvian Era, Populist Era, Emergency and Deinstitutionalisation

Unit 3: Nature of State under Globalisation and Liberalisation

Unit 4: Debates on Models of Development

Block II:

Unit 5: Indian Party System, Electoral Politics

Unit 6: Electoral Process and Electoral Behaviour

Unit 7: National and Regional Political Parties: Ideology and Social Bases

Unit 8: From Single Party Dominance to Coalition Politics

Block III:

Unit 9: Class: The changing Class relations, Gender Issues

Unit 10: Caste: Caste and Politics- Upper castes, Dalits and OBCs

Unit 11: Politics of Women and Adivasis

Unit 12: Inequality: Caste and Class

Block IV:

Unit 13: Demands for Recognition and Autonomy

Unit 14: Religious Communities and Secular Politics

Unit 15: Politics of Language and Regionalism

Unit 16: Ethnic Politics: Demands for greater autonomy and secession.

Block V

Unit 17: Diversity and Pluralism

Unit 18: Political Economy of Development, Workers and Peasants Movements

Unit 19: Political Parties and Participation

Unit 20: Devolution of Powers and Local Self-Government

Text Books and References:

1. Granville Austin Working a Democratic Constitution: The Indian Experience (Oxford, 1999).
2. K.K. Ghai, Indian Government and Politics (Sage, 2016)
3. D.D. Basu, Introduction to the Constitution of India (Prentice Hall, 2015)
4. M.V. Pylee, Introduction to the Constitution of India (Viksh, 2009)
5. B.L. Fadia, Indian Government and Politics (Sahitya Bhawan, 2016)
6. Niraja Gopal Jayal and Pratap Bhanu Mehra, Eds., The Oxford Companion to Politics in India (Oxford, 2011)

Semester III

Course Name: Democracy in India

Course Code: MAP-301

Credit 4

Course Objective:

To Identify the need to accommodate social and cultural diversity in a democracy

To Understand how a democracy promotes acceptance of diversity.

To Appreciate that democracy forms a legal basis for equality and dignity of all citizens.

Course Outcome: The expected outcomes of democracy are as follows:

- A government that is chosen and accountable to the people is called democratic government.
- A government that is responsive to the needs of the people.
- Economic growth and development reducing all forms of inequality and end of poverty.

Block I:

Unit 1: Constitution as Instrument of Socio-Economic Change, Constitutional amendments.

Unit 2: Making of the Indian Constitution, salient features, Preamble

Unit 3: Fundamental Rights, Directive Principles of State Policy, Fundamental Duties

Unit 4: The resilience of democracy in India: voter turnout, decentralisation, new institutions of democratic accountability

Block II:

Unit 5: Federalism in Indian Constitution, Federal structure

Unit 6: Re-organisation of the states

Unit 7: Emerging trends in centre-state relations.

Unit 8: Understanding identity politics: caste, race, religion, gender

Block III:

Unit 9: Parliamentary Institutions: Background, Role and significance of the Parliament

Unit 10: Union Executives: President

Unit 11: Prime Minister and the Council of Ministers

Unit 12: Judicial independence and judicial activism, debate between Judiciary and Parliament.

Block IV:

Unit 13: State and Local Governments: Background, Governor

Unit 14: Chief Minister and the Council of Ministers

Unit 15: Panchayati raj and the Seventy-third Constitutional amendment

Unit 16: Municipal government and the Seventy-fourth Constitutional amendment

Block V:

Unit 17: Democracy and Plurality in India, Repression: state and non-state actors

Unit 18: Challenges: issues of exclusion, discrimination, and criminalisation

Unit 19: Democracy and Democratic Concerns: Liberal democracy; Egalitarian Thrust

Unit 20: Critique of identity politics: Liberal, Marxists, Poststructuralists

Text Books and References:

1. Gutman, Amy, and Thompson, Dennis, *Why Deliberative Democracy?* Princeton University Press, Princeton, 2004.
2. Held, David, *Models of Democracy*, Third Edition, Polity Press, London, 2006.
3. Young, Iris Marion, *Inclusion and Democracy*, Oxford University Press, Oxford, 2002.
4. Kohli, Atul (ed), 2001, (2004 reprint), *The Success of India's Democracy*. Cambridge University press, Foundation Books, New Delhi.
5. Shah, Ghanshyam (ed.), 2002, *Caste and Democratic politics in India*, Permanent Black, Delhi.
6. Vora, R. And Palshikar, S. (eds), 2004, *Indian Democracy: Meaning and Practices*. Sage Publications, New Delhi.

Course Name: Contemporary Political Science

Course Code: MAP-302

Credit 6

Course Objective:

The object of this course is to provide students an overview of the Contemporary Political Theory and role in global theories adopted in order to help them make sense of major trends that are shaping our world.

Course Outcome: After completion of the course, students will be able to:

- Know and discuss the central themes, concepts and ideas on the development of the contemporary political Philosophy.
- Understand and assess the structure and significance of particular texts produced within this tradition and be able to illustrate problems involved in their interpretation.
- Address a number of key questions in political theory with reference to texts and arguments introduced in the course.

Block I:

Unit 1: Political Science: Meaning, Nature, Scope.

Unit 2: Methods and Relations with Other Social Sciences

Unit 3: Approaches to the study of Political Science; Traditional Approaches

Unit 4: Modern Approaches; Scope of Modern Political Theory

Unit 5: Scope of Traditional Political Theory

Block II:

Unit 6: State: Meaning and Elements,

Unit 7: Theories of Origin of State

Unit 8: Functions of State

Unit 9: Genesis and Evolution of theories

Unit 10: Indian and Western Concept of Function of State

Block III:

Unit 11: Sovereignty: Meaning and Characteristics

Unit 12: Monistic Theory of Sovereignty

Unit 13: Pluralistic Theory of Sovereignty

Unit 14: Punishment: Introduction

Unit 15: Theories of Punishment

Block IV:

Unit 16: Law: Definition, and Nature

Unit 17: Sources of Law
Unit 18: Classification of Law
Unit 19: Justice: Meaning and Kinds
Unit 20: Concept of Power, Power and Authority

Block V:

Unit 21: Legitimacy, Obligation
Unit 22: Socialism, Capitalism
Unit 23: Liberalism, Idealism,
Unit 24: Socialism, Anarchism
Unit 25: Feminism, Environmentalism

Text Books and References:

1. Bhargava, Rajeev, *What is Political Theory and Why Do We Need it?*, Oxford University Press, New Delhi, 2010, pp. 3-55.
2. Dryzek, John S., Honig, Bonnie, and Phillips, Anne (Ed.), *The Oxford Handbook of Political Theory*, Oxford University Press, Oxford, 2008.
3. Goodin, Robert E., and Pettit, Philip (Ed.), *A Companion to Contemporary Political Philosophy*, Oxford, Blackwell, 2006.
4. Goodin, Robert E. (Ed.), *The Oxford Handbook to Political Science*, Oxford University Press, Oxford, 2009.

Course Name: Liberal Political Theory

Course Code: MAP-303

Credit 6

Course Objective:

The object of this course is to provide students an overview of the Liberal Political Theory and role in global theories adopted in order to help them make sense of major trends that are shaping our world.

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

- Learn about genesis, scope of liberal political theory
- Understand about Debates on rights, liberty vs. equality, justice
- Aware about Democracy, welfare state, modern and contemporary approaches of Political Theory
- Understand the civil society, civil culture and stability of the polity

Block I:

Unit 1: Genesis, Nature, and Scope of Contemporary/Liberal Political Theory
Unit 2: The Post-behavioural Movement and the Credo of Relevance and Action.
Unit 3: Debates on Approaches to Political
Unit 4: Theory Traditional Vs Modern and Contemporary Approaches
Unit 5: Decline and Resurgence of Political Theory- Contemporary Concerns and Trends

Block II:

Unit 6: Debates on Rights- The Concept, Theories of Rights
Unit 7: Types of Rights: Civil Rights, Legal Rights and Human Rights
Unit 8: Rights Vs Duty
Unit 9: Debates on Freedom- The Concept, Freedom on the Individual's Autonomy
Unit 10: Negative Freedom versus Freedom as Emancipation and Development-Positive Freedom

Block III:

Unit 11: Debates on Equality: Concept, Types
Unit 12: Formal Equality versus Substantive Equality and Equality of Opportunity
Unit 13: Liberty versus Equality

Unit 14: Debates on Justice: Concept, Types

Unit 15: Procedural Justice versus Distributive Justice and Social Justice

Block IV

Unit 16: Debates on Political Obligation: Grounds

Unit 17: Citizenship and State

Unit 18: Individual Relationship

Unit 19: Democracy

Unit 20: Welfare State

Block V:

Unit 21: Debates on Civil Society: Nature, Attributes

Unit 22: Relevance

Unit 23: Civic Culture

Unit 24: Civil Society

Unit 25: Stability of the Polity

Text Books and References:

1. Bhargava, Rajeev, *What is Political Theory and Why Do We Need it?*, Oxford University Press, New Delhi, 2010, pp. 3-55.
2. Dryzek, John S., Honig, Bonnie, and Phillips, Anne (Ed.), *The Oxford Handbook of Political Theory*, Oxford University Press, Oxford, 2008.
3. Goodin, Robert E., and Pettit, Philip (Ed.), *A Companion to Contemporary Political Philosophy*, Oxford, Blackwell, 2006.
4. Goodin, Robert E. (Ed.), *The Oxford Handbook to Political Science*, Oxford University Press, Oxford, 2009.
5. Kymlicka, Will, *Multicultural Citizenship A Liberal Theory of Minority Rights*, Oxford University Press, Oxford, 1995.

Course Name: Political Theory after World War I

Course Code: MAP-304

Credit 4

Course Objective:

The object of this course is to provide students an overview of the political theory after the World War I, and role in global politics in order to help them make sense of major trends that are shaping our world.

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

- Explain global politics using the historical approach which allows them to understand continuity as well as change.
- Examine and assess several types of theory so that they become aware of what theory is and why it is necessary for understanding global politics.
- Give students the background to make informed judgments about current global controversies.

Block I:

Unit 1: Liberty: Evolution, Significance and Classification, Justice: Procedural, Distributive and Gender Justice

Unit 2: Equality: Liberal, Libertarian and Socialist Perspective of Equality

Unit 3: Democracy: Meaning and Forms-Procedural of Substantive

Unit 4: Rights: Meaning and Theories of Rights- Natural, Human and Political Rights

Block II:

Unit 5: Electoral System First Past the Proportional Representation Mixed Systems

Unit 6: Party system One-Party Two-Party and Multi Party system, Contemporary Debates on the Nature of State

Unit 7: From state Centric Security to Human Centric Security

Unit 8: changing nature of nation: state in the context of globalization

Block III:

Unit 9: Structure and Process of Governance, Units of Local Governance (Grassroots Democracy)

Unit 10: Indian Modal of Democracy, Parliament, Party Politics and Electoral behavior

Unit 11: Federalism: The Supreme Court and Judicial Activism

Unit 12: Political Communication Nature, Forms and Importance

Block IV:

Unit 13: Institution of Policy, E-Governance

Unit 14: Contextual Orientation of Policy Design

Unit 15: Trends of Liberalization of Indian Economy in Deferent Sectors

Unit 16: Policy Debates over Models and Development in India

Block V:

Unit 17: Regulatory institutions, TRAI: Powers Functions and Role

Unit 18: SEBI: Powers, Functions and Role

Unit 19: Competition Commission of India: Importance and Role Lobbying Institution

Unit 20: Chambers of Commerce and Industries, Trade Unions, Formers Associations etc.

Text Books and References:

1. Bhargava, Rajeev, *What is Political Theory and Why Do We Need it?*, Oxford University Press, New Delhi, 2010, pp. 3-55.
2. Dryzek, John S., Honig, Bonnie, and Phillips, Anne (Ed.), *The Oxford Handbook of Political Theory*, Oxford University Press, Oxford, 2008.
3. Goodin, Robert E., and Pettit, Philip (Ed.), *A Companion to Contemporary Political Philosophy*, Oxford, Blackwell, 2006.
4. Goodin, Robert E. (Ed.), *The Oxford Handbook to Political Science*, Oxford University Press, Oxford, 2009.

Semester IV

Course Name: Contemporary Issues in Global Politics

Course Code: MAP-401

Credit 4

Course Objective:

The object of this course is to provide students an overview of the key changes in current global politics in order to help them make sense of major trends that are shaping our world.

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

- Explain global politics using the historical approach which allows them to understand continuity as well as change.
- Examine and assess several types of theory so that they become aware of what theory is and why it is necessary for understanding global politics.
- Give students the background to make informed judgments about current global controversies.

Block I:

Unit 1: End of Cold War, New World Order,

Unit 2: Uni-polarity, Bi-polarity

Unit 3: American Hegemony
Unit 4: Contending Images of Global Future

Block II:

Unit 5: Functionalism
Unit 6: Neo-Functionalism
Unit 7: Approaches to National Integration
Unit 8: World Government

Block III:

Unit 9: Political Economy of International Relations, Dependency Theory,
Unit 10: World System Analysis
Unit 11: New Imperialism Debate
Unit 12: Global Warming, Climate Change

Block IV:

Unit 13: Alternative Perspectives on Security
Unit 14: Environmental Security
Unit 15: Peace and Development
Unit 16: Security Privatization, Human Security

Block V:

Unit 17: Contemporary Global Concerns, Environmental Concerns
Unit 18: International Terrorism
Unit 19: Migration and Refugees
Unit 20: Human Rights and Humanitarian Intervention

Text Books and References:

1. John Baylis, Steve Smith and Patricia Owens, *The Globalisation of World Politics* (Oxford, 2011).
2. Keith L. Shimko, *International Relations: Perspectives and Controversies*, 4th Ed. (Houghton Mifflin, 2012)
3. Joshua S. Goldstein and Jon C. Pevehouse, *International Relations*, 11th Ed. (Pearson, 2016).
4. Joseph S. Nye, *Understanding International Conflicts*, 6th Ed., (Longman, 2007).
5. Richard W. Mansbach and Kirsten L. Rafferty, *Introduction to Global Politics*, 2nd Ed. (Routledge, 2011).
6. Jeffrey A. Frieden, David A. Lake, and Kenneth A. Schultz, *World Politics* (Norton, 2009).
7. Abdul Qayoom, *Bainul-Aqwaami Taaluqaat* (Nisaab, 2005).

Course Name: Public Administration

Course Code: MAP-402

Credit 6

Course Objective:

The main objective is to teach the students the main functions of Public Administration as they need a variety of skills to understand the meaning and theory administration differentiate the public and private administration and its various theories etc.

Course Outcome After completion of the course, student will be able to:

- Understand about theory and practice of Public Administration.
- Work with people and manage them.
- Learn about leadership skills, motivation and decision making.
- Aware about working of Public Administration.

Block I:

- Unit 1:** Nature and Scope of Public Administration
- Unit 2:** Development of Public Administration as an academic discipline
- Unit 3:** Public and Private Administration
- Unit 4:** Role of Public Administration in Developed Countries
- Unit 5:** Role of Public Administration in Developing Countries

Block II:

- Unit 6:** Theories of Organization: Background
- Unit 7:** Classical Theory
- Unit 8:** Scientific Management Theory
- Unit 9:** Human Relations Theory
- Unit 10:** Rational Choice Theory

Block III:

- Unit 11:** Approaches to Public Administration
- Unit 12:** Comparative Public Administration
- Unit 13:** New Public Administration
- Unit 14:** New Public Management
- Unit 15:** Feminist Approach, New Public Service

Block IV:

- Unit 16:** Leadership: Types, Functions
- Unit 17:** Leadership: Theories
- Unit 18:** Motivation
- Unit 19:** Organizational Communication: Theories and Principles
- Unit 20:** Chester Bernard's Principles of Communication

Block V:

- Unit 21:** Development Administration: Meaning and Nature
- Unit 22:** Development Administration: Issues and Characteristics
- Unit 23:** Riggs's Model; Citizens' Participation in Administration,
- Unit 24:** Changing Nature of Public Administration in the era of Liberalization
- Unit 25:** Changing Nature of Public Administration in the era of Globalization.

Text Books and References:

1. Avasthi, A., and S. R. Maheswari, *Public Administration*, Agra, Lakshmi Narain Aggarwal, 2003
2. Jayanta Kumar Das and Ratnaprava Barik, *Introduction to Public Administration*, Directorate to Distance & Continuing Education, Utkal University,
3. Siuli, Sarkar, *Public Administration in India*, PHI Learning Private Limited, New Delhi, 2010.
4. Singh, Hoshiar, *Expanding Horizons of Public Administration*, Aalekh, Jaipur, 2005.

Course Name: Gender and Politics

Course Code: MAP-403

Credit 6

Course Objective:

The object of this course is to provide students an overview of the Gender equality, gender balance and role in global politics in order to help them make sense of major trends that are shaping our world.

Course Outcome After completion of the course, student will be able to:

- Learn about Gender and Politics in the context of India as well as World
- Understand the women in Politics from pre-independence to post-independence
- Acquaint the Women as Contestant, Campaigner and women's representation in Politics
- Aware about Gender equality, gender balance, women in judicial

Block I:

Unit 1: Gender: Definition

Unit 2: Interpretations

Unit 3: Perspectives

Unit 4: Significance of Studying Gender

Unit 5: Gender Imbalance in Governance

Block II:

Unit 6: Women in Politics in India

Unit 7: Women in Politics: Pre-Independence India

Unit 8: Women in Politics: Post-Independence India

Unit 9: Political Representation of Women in Parliament

Unit 10: Political Representation of Women in State Legislature

Block III:

Unit 11: Electoral Politics: Women as Voters

Unit 12: Women as Contestants

Unit 13: Women as Campaigners

Unit 14: Women in Political Parties

Unit 15: Women in Informal Politics

Block IV:

Unit 16: Gender Equality

Unit 17: Gender Balance

Unit 18: Women in Judicial

Unit 19: Women in Grass Roots

Unit 20: Obstacles to Women entry into Politics and Governance

Block V:

Unit 21: Women and Public Policy

Unit 22: Women and Politics: Global Perspectives

Unit 23: Gender and the Human Rights Debate

Unit 24: Gender and Human Development

Unit 25: Health, Population Policy and Gender

Text Books and References

1. Kamalaxi G. Tadasad and Others, Gender and Politics, Current Publications, 2022
2. Anne Sisson Runyan, Global Gender Politics, Routedge, 2018
3. A.V. Satish Chandra (Ed.), Politics of Identity, Gender and Development, Viva Books, 2021
4. Aliya Ahmed, Reflection on Politics: Governance and Politics in Kashmir, Synergy Books India, 2020.

Course Name: Human Rights in India

Course Code: MAP-404

Credit 4

Course Objective:

The purpose of the course is to provide the students about the importance and use of Human Rights. This course aims at introducing the students to the philosophical foundations of human rights and their relevance in contemporary society.

Course Outcome:

Students will understand/acquire the knowledge about Introduction to Human Rights, Evolution, Theories, Issues and Problems, Vulnerable Sections and Violation of Human Rights, Instruments and Institutions. Students will be able to explain the use and need of human rights.

Block I:

Unit 1: Concept of Human Rights, Meaning and Evolution

Unit 2: Western and non-Western Perspectives

Unit 3: Tribals, Landless, Bonded Labour

Unit 4: Unorganized Labour and Peasants

Block II:

Unit 5: Human Rights and Constitutional, Legal Framework in India

Unit 6: Fundamental Rights

Unit 7: Directive Principles of State Policy

Unit 8: Protection of Human Rights Act, 1993

Block III:

Unit 9: Human Rights: Issues and Challenges -Refugees and Displaced Persons

Unit 10: Caste, Minorities, Women

Unit 11: Children, People with Disability

Unit 12: Under trials, Prisoners and P.O.W's

Block IV:

Unit 13: State Response to Human Rights: Role of Police, Administration, Army and Paramilitary Forces

Unit 14: Administration of Justice, Judicial Intervention and Activism,

Unit 15: Affirmative Action for Weaker Sections, Development Strategies

Unit 16: Judicial Commissions on Human Rights

Block V:

Unit 17: Civil Society and Human Rights

Unit 18: Media, Public Opinion and Human Rights

Unit 19: New Social Movements and NGO's

Unit 20: Democracy, Development and Human Rights in India

Text Books and References:

1. Amartya Sen (2009)- Idea of Justice, New Delhi: Penguin Books
2. Upendra Baxi,(2002), The Future of Human Rights, New Delhi: Oxford University
3. Waldron Gerny (1984)- Theories of Rights ,Oxford university Press
4. Ronald Dworkin (1978), Taking Rights Seriously, London: Duckworth
5. Will Kymlika (1995) Rights of Minority Culture, Oxford: Clarendon.
6. Michael Freeman (1992), Human Rights an inter disciplinary Approach, Oxford Polity Press

Faculty and Support Staff

The University has identified the requisite faculty and support staff as mandated by UGC and formally they shall be allocated the required positions from amongst the existing faculty exclusively for ODL mode or fresh appointments as per requirement, shall be initiated for which Letter of Intent have been issued to the prospective faculty and staff. The course material prepared by this university will be on par with any open university/Distance education centre in the country.

Delivery Mechanism

The ODL of MU follows a modern ICT (Information & Communication Technology) enabled approach for instruction. The methodology of instruction in ODL of MU is different from that of the conventional/regular programs. Our ODL system is more learner-oriented and the learner is an active participant in the teaching-learning process. ODL of MU academic delivery system comprises:

A. Print Material

The printed material of the programme supplied to the students will be unit wise for every course.

B. Counselling Sessions

Normally, counselling sessions are held as per a schedule drawn beforehand by the Subject Coordinator. There will be 6 counselling/ contact classes for 4 credit course will be held on the campus on Saturday and on Sunday of 2 hour duration for each course in face to face mode (In case of 2 credit course contact hours are required 6 hours and in case of 6 credit course contact hours required 18 hours). Contact classes will be held in the campus on Saturdays and on Sundays.

C. Medium of Instruction

Medium of Course Instruction: Hindi

Medium of Examination: Hindi

Student Support Systems

Universities study Centres or Learner Support Centre shall be headed by a coordinator, not below the rank of Assistant professor and shall be augmented with academic and non-academic staff depending on the learner.

The university has made appropriate arrangements for various support services including counselling schedule and resource-oriented-services evaluation methods and dates both on and off line modes for easy and smooth services to the students through distance mode.

At present the university has only one study centre in the campus. The institution is not promoting any study centres outside the campus. All student support services will be provided to the student through a single window method/mode onsite and online.

F. Procedure for Admissions, Curriculum, Transaction and Evaluation

Admission Process

Admission to the M.A. Political Science programme will be done on the basis of screening of candidate's eligibility on first come first serve basis. Admission shall not be a right to the students and MU, DDOE shall retain the right to cancel any admission at any point of time if any irregularity is found in the admission process, eligibility etc.

Maximum Duration

- A. The maximum duration of the M.A. Political Science Programme is four years. Thereafter, students seeking completion of the left-over course(s) will be required to seek fresh admission.
- B. The student can complete his programme within a period of 4 years failing which he/she shall seek fresh admission to complete the programme.

Eligibility

Any Graduate from a recognised University is eligible for admission to M.A. Political Science Programme.

Fee Structure

Name of the Program	Degree	Duration	Year	Registration Fee	Tuition Fee/Year	Exam Fee/Year	Total (in Rs.)
Master of Arts(Political Science)	PG	2 to 4 Years	1	1500	12000	2000	15500
			2		12000	2000	14000
Total							29500

Activity Schedule

S.NO.	Name of the Activity	Tentative months schedule(specify months) during year			
		From(Month)	To (Month)	From(Month)	To (Month)
1	Admission	Jul	Sep	Jan	Mar
2	Assignment submission (if any)	Sep	Oct	Mar	Apr
3	Evaluation of Assignment	Oct	Nov	Apr	May
4	Examination	Dec	Dec	Jun	Jun
5	Declaration of Result	Jan	Jan	Jul	Jul
6	Re-registration	Jul	Jul	Jan	Jan
7	Distribution of SLM	Jul	Sep	Jan	Mar
8	Contact Programmes (counselling, Practicals.etc.)	Sep	Nov	Mar	May

Credit System

MU, DDOE proposes to follow the 'Credit System' for most of its programs. Each credit amounts to 30 hours of study comprising all learning activities. Thus, a 8 credit course requires 240 hours, 6 credit course requires 180 hours, 4 credit course requires 120 hours and 2 credit course requires 60 hours of study. This helps the student to understand the academic effort to complete a course. Completion of an academic programme requires successful clearing of both, the assignments and the term-end examination of each course in a programme.

Duration of the Program	Credits	Name of the Program	Level of the Program
2 Yrs.	80	MA(Political Science)	Master's Degree

Assignments

Distance Education learners have to depend much on self study. In order to ascertain the writing skill and level of comprehension of the learner, assignment work is compulsory for all learners. Each assignment shall consist of a number of questions, case studies and practical related tasks. The Assignment Question Papers will be uploaded to the website within a scheduled time and the learners shall be required to respond them within a specified period of time. The response of the learner is examined by a faculty member.

Evaluation:The evaluation system of the programme is based on two components:

A. Continuous Evaluation in the form of assignments (weightage 30%): This Component carries a weightage of 30%. There will be at least one graded assignment and test per course. These assignments are to be submitted to the Co-ordinator of the DDOE/Study Centre to which the student is assigned or attached with.

B. Term-end examination (weightage 70%): This will be held twice every year in the months of June and December. The students are at liberty to appear in any of the examinations conducted by the University during the year. A student will be allowed to appear in the Term-End Examination only after she/he has registered for that course and submitted the assignment. For appearing in the Examination, every student has to submit an Examination form through online (www.mangalayatan.in) or offline before the due dates as given in the schedule of operations. If a student misses any term-end examination of a course for any reason, s/he may appear for any of them or all the courses subject to the maximum of 8 courses in the subsequent term-end examinations. This facility will be available until a student secures the minimum pass grade in the courses but up to a maximum period of four semesters, since the date of registration of the course is valid for four semesters. Beyond this period s/he may continue for another four semesters by getting Re-registration by paying fee again. In that case, the score of qualified assignments and/or term-end examination will be retained and the student will be required to complete the left out requirements of such re-registered courses. Minimum requirement for passing a course will be 40% marks.

G. Laboratory Support and Library Resources

The library of Mangalayatan University aims to empower the teaching mission and intellectual culture of the community through availability through an organized collection of information as well as instruction in its access, relevance and evaluation.

The University Library enriches advance learning and discovery by providing access to a broad array of resources for education, research and creative work to ensure the rich interchange of ideas in the pursuit of knowledge.

The Directorate of Distance Education of Mangalayatan University has initiated the process of setting up a dedicated Library for ODL program and acquiring printed books and e-books for this purpose. The required International and National subject journals are also provided. We have a full functioning community radio service onboard (90.4 FM). We already have annual journal subscriptions and the capacity can be enlarged at later stages as the University lines up with more online journals.

The collection of the Library is rich and diverse especially in terms of the breadth and depth of coverage. Collection encompasses subjects in Management, Commerce, Information Technology, Computer Applications, and other allied areas. This collection further includes Books, Research Journals, Project Reports/Dissertations and online Journals.

The University has well equipped Computer Laboratories, Lecture Capturing Systems, Audio Video facilities, ICT enabled class rooms, Wi-Fi facilities etc.

H. Cost Estimate of the Programme and the Provisions

Initial expenses have been done by the University in terms of provision of infrastructure, manpower, printing of self study material and other. The University intends to allocate expenses out of the total fee collection as per following details:

a) SLM Development and Distribution	:	20%
b) Postal Expense	:	10%
c) Salary and other Administrative expenses	:	60%

d) Future development : 10%

Once programmes are operational, fee receipt from the programme's budget to be planned as per the guidelines of University Grants Commission.

I. Quality Assurance

The University has established the Centre for Internal Quality Assurance (CIQA) in the University campus. The CIQA will monitor and maintain the quality of the ODL programmes. It has the following objectives in making the compliances of quality implementations.

Objectives

The objective of Centre for Internal Quality Assurance is to develop and put in place a comprehensive and dynamic internal quality assurance system to ensure that programmes of higher education in the Open and Distance Learning mode and Online mode being implemented by the Higher Educational Institution are of acceptable quality and further improved on continuous basis.

Functions of CIQA

The functions of Centre for Internal Quality Assurance would be following

- 1) To maintain quality in the services provided to the learners.
- 2) To undertake self-evaluative and reflective exercises for continual quality improvement in all the systems and processes of the Higher Educational Institution.
- 3) To contribute in the identification of the key areas in which Higher Educational Institution should maintain quality.
- 4) To devise mechanism to ensure that the quality of Open and Distance Learning programmes and Online programmes matches with the quality of relevant programmes in conventional mode.
- 5) To devise mechanisms for interaction with and obtaining feedback from all stakeholders namely, learners, teachers, staff, parents, society, employers, and Government for quality improvement.
- 6) To suggest measures to the authorities of Higher Educational Institution for qualitative improvement.
- 7) To facilitate the implementation of its recommendations through periodic reviews.
- 8) To organize workshops/ seminars/ symposium on quality related themes, ensure participation of all stakeholders, and disseminate the reports of such activities among all the stakeholders in Higher Educational Institution.
- 9) To develop and collate best practices in all areas leading to quality enhancement in services to the learners and disseminate the same all concerned in Higher Educational Institution.
- 10) To collect, collate and disseminate accurate, complete and reliable statistics about the quality of the programme(s).
- 11) To ensure that Programme Project Report for each programme is according to the norms and guidelines prescribed by the Commission and wherever necessary by the appropriate regulatory authority having control over the programme.
- 12) To put in place a mechanism to ensure the proper implementation of Programme Project Reports.
- 13) To maintain a record of Annual Plans and Annual Reports of Higher Educational Institution, review them periodically and generate actionable reports.
- 14) To provide inputs to the Higher Educational Institution for restructuring of programmes in order to make them relevant to the job market.
- 15) To facilitate system based research on ways of creating learner centric environment and to bring about qualitative change in the entire system.

- 16) To act as a nodal coordinating unit for seeking assessment and accreditation from a designated body for accreditation such as NAAC etc.
- 17) To adopt measures to ensure internalization and institutionalization of quality enhancement practices through periodic accreditation and audit.
- 18) To coordinate between Higher Educational Institution and the Commission for various quality related initiatives or guidelines.
- 19) To obtain information from other Higher Educational Institutions on various quality benchmarks or parameters and best practices.
- 20) To record activities undertaken on quality assurance in the form of an annual report of Centre for Internal Quality Assurance.
- 21) It will be mandatory for Centre for Internal Quality Assurance to submit Annual Reports to the Statutory Authorities or Bodies of the Higher Educational Institution about its activities at the end of each academic session. A copy of report in the format as specified by the Commission, duly approved by the statutory authorities of the Higher Educational Institution shall be submitted annually to the Commission.

After enrolling in M.A Political Science programme at Mangalayatan University through ODL mode, student will be able to impart essential knowledge of political, social movements and trends in contemporary theory and interdisciplinary extensions. After completion M.A Political Science programme, student will demonstrate a graduate-level ability to use current theoretical approaches to polity study as well as the ability to synthesize analytical and practical knowledge in several aspects.



Registrar
Mangalayatan University
Beswan, Aligarh

MANGALAYATAN UNIVERSITY, ALIGARH

**DIRECTORATE OF DISTANCE AND ONLINE
EDUCATION**



PROGRAMME PROJECT REPORT

MASTER OF ARTS

MA (Sociology)

2023-24

Registrar
Mangalayatan University
Beswan, Aligarh

Introduction

Master of Arts in Sociology is designed to help students develop strong analytical skills and grounding in diverse critical and theoretical approaches. The programme helps students develop specialization in the particular area of Sociological studies. The course aims at generating qualified, competent and articulate human resource capable of contributing to relevant domains of knowledge.

An important objective of the Masters programme is to introduce students to advanced study and scholarly activity in order to provide an avenue towards a PhD for those who wish eventually to seek a career in the academia. In addition, the course is designed to provide a reasonably complete higher education in literary studies for those who do not intend to proceed to a further degree in the field but who may branch into other areas as diverse as publishing, editing, journalism, administration, management, communications, or teaching.

A) Programme's Mission and Objectives

The M.A Sociology program of Mangalayatan University is designed after acknowledging essential quality inputs received from students, alumni, parents, academicians/teachers and also incorporating the contribution of the ability which enable a learner to develop critical thinking and decision making skills so that they can identify and analyze problems, develop feasible alternatives and make decisions effectively and efficiently. The M.A programme will help students in acquiring specialised knowledge for developing the terminology and practical elements of literary criticism and theory.

B. Relevance of the Program with HEI's Mission and Goals

The vision and mission of HEI, Mangalayatan University, Aligarh are:

Vision

To be an institution where the most formative years of a young mind are spent in the guided pursuit of excellence while developing a spirit of inquisitive questioning, an ability to excel in the pressure of a fast-changing professional world and desire to grow into a personality than a person in an environment that fosters strong moral and ethical values, teamwork, community service and environment consciousness.

Mission

- To be the enablers of the confluence of academic rigor and professional practicality.
- To bring global best practices to students through widespread use of technology.
- To empower our faculty to constantly develop new skills and excel professionally.
- To provide the best campus environment to the students and faculty with all facilities to nurture their interest.

The M.A. Sociology program of the University strives to realize its vision and mission by rectifying student centric issues on priority and also to empower local community with the help of various social clubs running in University like NSS, KADAM and Alumni association. The University promotes multidisciplinary and allied research in various fields that supports and harnesses joyful learning environment. The goals of ODL (Open Distance Learning) program is to provide educational facilities to all qualified and willing persons who are unable to join regular courses due to personal or professional reasons. There are many potential learners who cannot afford to join regular courses due to professional responsibilities and personal commitments. For such cases, MA Sociology through ODL mode can be helpful in increasing knowledge base and skill up-gradation.

The program aims to provide alternative path to wider potential learners who are in need of refresher courses to update their skills.

C. Nature of Prospective Target Group of Learners

Distance Education at Mangalayatan University (MU) shall target the working professional's executives as well as those who cannot attend a full-time program due to prior occupation or other assignments. The candidates desirous of taking admission in M.A. Sociology program, shall have to meet the eligibility norms as follows-

1. To obtain admission in M.A. Sociology program offered through ODL mode, the learner must have completed graduation in any stream.

The ODL- M.A. Sociology program offered by Mangalayatan University caters the needs of diverse groups of undergraduate learners from all disciplines located in diverse regions and social structures such as learners from a low level of disposable income, rural dwellers, women and minorities who have little access to formal institutions of higher learning.

D. Appropriateness of Programme to be conducted in ODL mode to acquire specific skills and competence

The University has identified the following program outcomes and program specific outcomes as acquisition of specific skills and competence for M.A. Sociology Program.

1. Programme Outcomes (PO's)

PO 1: Understand the basic literary concepts, theories and principles.

PO 2: Write and deliver oral, written and digital presentations on issues of Society.

PO 3: Use digital mode and resources to research stylistic innovations pertaining to Sociology.

PO 4: Demonstrate critical thinking on key current issues.

PO 5: Discuss and research on key Sociological theories and concepts as relevant to present world and society.

2. Programme Specific Outcomes

PSO1: Succeed in obtaining employment appropriate to their interests, education and become a valuable academician.

PSO2: Continue to develop professionally through lifelong learning, higher education and accept the challenges in research and other creative pursuits in their areas of specialization.

PSO3: Disseminate the subject knowledge to coming generations effectively so as students can further develop them through self-study and create a sense of ethical responsibilities among students.

The University has taken care to introduce MA Sociology program taking into consideration, 1, and 2, to maintain the quality and to face the competition at the National/International level.

E. Instructional Design

The program is divided into four semesters and minimum credit requirement is 80 to get MA degree through ODL mode from Mangalayatan University. Minimum time period for acquiring M.A degree will be two years and maximum time (extended) period is 4 years.

Evaluation Scheme

Semester-I						
S.N.	Course Code	Course Name	Credit	Continuous Assessment Marks	Term End Exam Marks	Grand Total
				Max.Marks	Max.Marks	
1	MAS-101	Introduction to Sociology	4	30	70	100
2	MAS-102	Social Structure	6	30	70	100
3	MAS-103	Sociology of Kinship	6	30	70	100
4	MAS-104	Sociology of Religion	4	30	70	100
Total			20	120	280	400

Semester-II						
S.N.	Course Code	Course Name	Credit	Continuous Assessment Marks	Term End Exam Marks	Grand Total
				Max.Marks	Max.Marks	
1	MAS-201	Sociology & Research Method-I	4	30	70	100
2	MAS-202	The Rural Development	6	30	70	100
3	MAS-203	Law and Sociology	6	30	70	100
4	MAS-204	Medical Sociology	4	30	70	100
Total			20	120	280	400

Semester-III						
S.N.	Course Code	Course Name	Credit	Continuous Assessment Marks	Term End Exam Marks	Grand Total
				Max.Marks	Max.Marks	
1	MAS-301	Sociology and Research Method-II	4	30	70	100
2	MAS-302	Sociology of India	6	30	70	100
3	MAS-303	Social Development	6	30	70	100
4	MAS-304	Sociology of Education	4	30	70	100
Total			20	120	280	400

Semester-IV						
S.N.	Course Code	Course Name	Credit	Continuous Assessment Marks	Term End Exam Marks	Grand Total
				Max.Marks	Max.Marks	
1	MAS-401	Ageing and Sociology	4	30	70	100
2	MAS-402	Ecology, Environment and Society	6	30	70	100
3	MAS-403	Media Sociology	6	30	70	100
4	MAS-404	Dissertation	4	0	100	100
Total			20	90	310	400

MOOCS

The University shall give flexibility in opting for MOOC(Massive Online Open Courses) by the students pertaining to the prescribed curriculum and also the credits earned in the MOOC courses may be dealt as part of the evaluation scheme as per UGC(Open and Distance Learning Programmes and Online Programmes) Regulations,2020.

Syllabi and Course Materials

Syllabi, PPR and self-learning materials are developed mostly by experienced faculty members of Mangalayatan University in consultation with contents experts and the same will be forwarded to CIQA and BoS/Academic Council/ Executive Council for further suggestions and approval.

Program: Master of Arts (Sociology) Semester-I

Course Name: Introduction to Sociology

Course Code: MAS-101

Credits: 4

Course Objectives: To develop an understanding of the students familiarized with social, political, economic and intellectual context and understand social thoughts

S.No.	Course Outcomes (COs)
1.	Understand the concept of sociology
2.	Understand basic writings of classical thinkers
3.	Understand the educational implications of social interactions
4.	Engage with conceptual frameworks in sociology with ease and apply them to their understanding of social issues

Block-1 Conceptual Understanding of Sociology

Unit-1 : Meaning, Nature and Characteristics of sociology
Unit-2 Dynamic characteristics of social organization
Unit -3: The Development of Sociology in the 19th Century

Block-2 Karl Marx

Unit-4: Transition from Pre-Capitalist to Capitalist Social Formations
Unit-5: Capitalism and Commodity Production
Unit-6: Class and Class Conflict

Block-3 Max Weber

Unit -7: Social Action: Basic Concepts and Terms
Unit-8: Methodologies of the Social Science
Unit-9: Theory of Religion
Unit-10: Concept of Totemism

Block-4 Emile Durkheim:

Unit-11: Sociology as Science
Unit-12: Systems of Classification
Unit-13: Religion, Sacred and Profane
Unit-14: Theory of Suicide
Unit-15: Division of Labour
Unit-16: Social Fact

Block-5 Auguste Comte

Unit 17: The Socio-Economic background of the emergence of Sociology
Unit 18: The Enlightenment and its impact on thinking and reasoning
Unit 19: Emergence of Positivistic thought
Unit 20 : Stages of Human progress

Suggested Readings:

1. Aron Raymond, - Main Currents in Sociological Thought, Vol. I & Vol. II.
2. Bendix Rinehard, 1960 - Max Weber, An Intellectual Portrait (for Weber), Doubleday.
3. Coser L.A., Masters of Sociological Thought, New York, Harcourt Brace.
4. Giddens Anthony, 1977, Capitalism and Modern Social Theory -An analysis of writings of Marx, Durkheim and Weber, Cambridge University Press.
5. Marx Karl, Economic and Philosophical Manuscript of 1844.
6. Marx Karl and Engels Frederick, The German Ideology.
7. Nisbet R., 1966, The Sociological Tradition, Heinemann Educational Book Ltd. London
8. Popper Karl, 1945 - Open Societies and its Enemies, Routledge, London.

Course Name: Social Structure

Course Code: MAS- 102

Credits: 6

Course Objective: To develop an understanding of the social structure and institutions social organization, structure of Indian society, social control and change meaning.

S.No.	Course Outcomes (COs)
1.	Understand the concept of social structure.
2.	Understand basic structure of Indian society.
3.	Understand the agency of social control and change.
4.	Understand the condition of culture of marginalized communities in India

BLOCK 1 Social Structure and Institutions Social Organization-

- Unit-1:** meaning, Forms-nature and types of groups-primary, Secondary,
- Unit-2:** Reference, in- groups, out-groups, group dynamics,
- Unit-3:** Social Stratification-basis of stratification status and rank,
- Unit-4:** class, caste and race changing features of caste.
- Unit-5:** Major religion in India and their basic tenets, India as a secular State.

BLOCK 2 Block-II: The Structure of Indian Society-

- Unit-6:** Village, towns, cities,
- Unit-7:** Rural-Urban Linkage;
- Unit-8:** Tribes; weaker section, Dalits, women and minorities,
- Unit-9:** Population profile and related issues.

BLOCK - 3 Social Control and Change Meaning-

- Unit-10:** Agencies of social control-custom,
- Unit-11:** Tradition and law;
- Unit-12:** The nature of socialization.

BLOCK – 4 The Social Structure and Culture of Marginalized Communities-

- Unit-13:** The status of SC, ST,
- Unit-14:** Nomadic casts and tribes and de-notified tribes,
- Unit-15:** Problems, social mobility and development,
- Unit-16:** identity formation.

BLOCK -5 Concept, Factors of Social Change

- Unit-17:** Social change process in India-Sanskritisation, Westernisation,

Secularisation,
Unit-18: Modernization,
Unit-19: Problems of modernization,
Unit-20: Urbanization and Industrialization,
Unit-21: Transport and Communication

Suggested Readings:

1. Rose, N.K. 1967, *Culture and Society in India* Bombay: Asia publishing
2. Bose, N.K. (1975), *Structure of Hindu Spociety*, New Delhi.
3. Gupta, Dipankar, 1991, *Socail Startification*, New Delhi: Oxford Universty Press.
4. Mahajan, Gurpreet, 1998, *Democarcy, Diffrence and Social justice*,

Course Name: Sociology of Kinship

Course Code: MAS-103

Credits: 6

Course Objective: To Impart a comprehensive study of the concepts relevant for understanding kinship, marriage and family

Course Outcomes (COs):

S.No.	Course Outcomes (COs)
1.	Understand the concept of kinship
2.	Understand the cultural configurations of kinship
3.	Understand the marriage patterns.
4.	Use different statistical techniques and statistical packages
5.	Aware about the issues related transformations of kinship.

BLOCK-1 The Discourse of Kinship

- Unit-1:** Meaning and nature of Kinship
- Unit-2:** The Formation of Kinship as an Object of Study
- Unit-3:** Honour, Shame and Violence

BLOCK- 2 Cultural Configurations of Kinship

- Unit -4:** Descent, Residence and Inheritance
- Unit-5:** Social and Cultural Constructions
- Unit-6:** Transformations of African Kinship and Marriage

BLOCK -3 Marriage Patterns: Marriage as an Expression of Exchange and Alliance

- Unit-7:** Meaning and Significance

- Unit-8:** Types of Marriage
- Unit-9:** Changes in the Institution of Marriage
- Unit-10:** Bride-wealth and Dowry
- Unit -11:** Strategies of Social Reproduction
- Unit-12:** Monogamy and Plural Marriages

BLOCK-4 Transformations of Kinship

- Unit-13:** Kinship and Modes of Production and Reproduction
- Unit-14:** Questioning Patriarchy
- Unit-15:** Reproductive Technologies
- Unit-16:** Reconfigured Kinship

BLOCK-5 Culture

- Unit 17:** The Incest Taboo
- Unit-18:** The Culture of Anglo-American Kinship
- Unit-19:** Gay Perspectives
- Unit-20:** Kinship and Gender
- Unit-21:** Relatedness

Suggested Readings:

1. Carsten, J. (ed.). 2000. *Cultures of relatedness: New approaches to the study of kinship*. Cambridge: Cambridge University Press.
2. Trautmann, T.R. 1987. *Lewis Henry Morgan and the Invention of Kinship*. Berkeley: University of California Press.
3. Levi-Strauss, C. 1969. *The Elementary Structures of kinship*. London: Eyre and Spottiswoode.
4. Uberoi, P. 1994. *Family, Kinship and Marriage in India*. New Delhi: Oxford University Press.
5. Bourdieu, P. 1977. *Outline of a theory of practice*. Cambridge: Cambridge University Press.
6. Parkin, R. and L. Stone (eds.). 2000. *Kinship and family: An anthropological reader*. U.S.A.: Blackwell.

Course Name: Sociology of Religion

Course Code: MAS-104

Credits: 4

Course Objective: This paper will provides a framework that relates people's economic and psychological needs to theological beliefs and religious actions.

S.No.	Course Outcomes (COs)
1.	Understand the theoretical perspectives of religion

2.	Acquainted with the religious practices.
3.	Aware about the moral and ethical choices in their roles as active citizens.

BLOCK-1 Basic understanding about religion and its impact:

Unit-1: Meaning and nature of religion

Unit-2: Religion and emotion

Unit-3: Religion and rationality

BLOCK-2 Religious Practices

Unit - 4 Meaning of religious practices and its objectives

Unit - 5 Rituals and its motives

Unit - 6 Sacrifices and its causes

BLOCK-3 Religious Authority

Unit - 7 Meaning, role and functions of religious authorities

Unit - 8 Temple, mosque, gurudwara, church,

Unit - 9 Role of Prophet and Guru

BLOCK-4 Religion and education

Unit – 10 Meaning and aim of religious education

Unit - 11 social differentiation and religion

Unit – 12 Religion and Politics

Unit - 13 Contradictory issues and religion

BLOCK 5 Religion and Culture

Unit - 14 : Religion as cultural system

Unit - 15 : The religious practices and its agencies

Unit - 16 : Religious minority

Suggested Readings:

1. Warriar, Maya. 2003. Processes of Secularization in Contemporary India: Guru Faith in the Mata Amritanandamayi Mission. *Modern Asian Studies*, Vol. 37, No. 1 pp. 213-253.
2. Shah, A, M. 2006. Sects and Hindu Social Structure. *Contribution to Indian Sociology*. (n.s.), 40, 2.
3. Chaves, Mark. 1994. Secularization as Declining Religious Authority. *Social Forces* 72 (3): pp. 749-774.
4. Ebaugh, H.R. (Ed.). 2000. *Handbook of Religion and Social Institutions*. Houston: Springer. (Chaps: 20- Immigration and Religion, and 21- Globalisation and Religion).

**Semester-II
Syllabus**

Course Name: Sociology and Research Method-I

Course Code: MAS: 201

Credits: Total-4

S.No.	Course Outcomes (COs)
1.	Understand the theoretical perspectives of religion
2.	Acquainted with the religious practices.
3.	Aware about the moral and ethical choices in their roles as active citizens.

Block I: Scientific Inquiry:

Unit 1:The scientific approach to human inquiry in comparison to the native or common sense approach

Unit 2:Meaning and purpose of research

Unit 3 : Attitudes consonant to the scientific method

Unit 4: Social Work Research Meaning, scope and importance.

Block II: Introduction of Research Strategies

Unit 5: Qualitative/Quantitative: Content, Scope, underlying assumption and strategy

Unit 6: Analytical/Descriptive: Content, Scope, underlying assumption and strategy

Block III: Ethnography

Unit 7 : Field and Fieldwork

Unit 8: Ethics

Unit 9: Controversies

Block IV : Other Methods

Unit 11: Archives

Unit 12: Oral History

Unit 13: Life histories

Unit 14: Visuality

Unit 15: Content analysis

Suggestive Readings

1. Sayer, Andrew. 1992 *Method in Social Science (revised 2nd edition)*. Routledge.
2. Veena Das et al. 2014 *The Ground Between: Anthropologists engage philosophy*.Duke University Press.
3. Srinivas, M. N., A. Shah and E. Ramaswamy (eds.) 1979. *The Fieldworker and the Field: Problems and Challenges in Sociological Investigation*. Delhi: Oxford University Press.

Course Name : The Rural Development

Course Code: MAS:202

Credits: Total-6

Course Objectives: After the completion of this course, the students will be able to

S.No.	Course Outcomes (COs)
1.	Understand the concept and role of gender in society.
2.	Problematize the various aspect of social reality about gender discrimination
3.	Examine the gender related issues and challenges and suggestive measures.

Block I: Concept and Scope of Rural Development and Economy:

Unit 1: The Concept and Characteristics of rural and urban community development

Unit2: Nature and Scope of community development

Unit 3: Historical review of rural community development.

Unit 4: Historical review of urban community development

Unit 5: Nature of the Rural Economy

Block II: Rural Problems and Development Policies:

Unit 6: Indian Rural Problem-Nature, Assumption and philosophy.

Unit 7: Approaches to development: Modernization, capitalist,

Unit 8: Socialist and Gandhi an approaches to development.

Unit 9: Development Policies, Programmes and status in Rural India,

Unit 10 :Method and programmes of Government and Non-government interventions

Block III: Area Project Planning:

Unit 11 :Area Project Planning for Integrated rural development

Unit 12 :Communication in Rural India.

Unit 13 : Theories of Economic development: Stages of growth theory; Structural internationalist theory;

Unit 14 :Poverty in India-A structural problem: Causes, effects and implications; Entitlement approach to understanding poverty.

Block IV :Provision for rural development :

Unit 15 :A Human Right Perspective

Unit 16 :Social ideals of Indian Constitution

Unit 17 :Fundamental Rights

Unit 18 :Under-development and its causes and Contemporary Development Dynamics political, economic, military, ecological and socio cultural spheres.

Block V : Planning and Development

Unit 19: Planning for development in India: World Hunger myths, magnitude, causes and remedies; Development aid to developing countries a critique.

Unit 20 :Structure of decision making and intervention; Land use pattern, water, Sustainable agriculture, Health,

Unit 21: Education and Panchayatiraj.

Suggestive Readings

1. Sayer, Andrew. 1992 *Method in Social Science (revised 2nd edition)*. Routledge.
2. Veena Das et al. 2014 *The Ground Between: Anthropologists engage philosophy*.Duke University Press.
3. Srinivas, M. N., A. Shah and E. Ramaswamy (eds.) 1979. *The Fieldworker and the Field: Problems and Challenges in Sociological Investigation*. Delhi: Oxford University Press.

Course Name : Law and Sociology

Course Code: MAS:203

Credits: Total-6

Course Objectives: After the completion of this course, the students will be able to:
Understand the concept and role of gender in society.

S.No.	Course Outcomes (COs)
1.	Understand the concept of rights and its types
2.	Problematize the various aspect of criminal procedure code.
3.	Examine the procedure law.

Block I: Rights:

Unit1: Concept of Rights

Unit2: Legal rights and civil rights

Unit3: Under criminal procedure code, equality before law,

Unit 4: rights of children and women

Unit 5: Scheduled Castes and Scheduled tribes.

Block II: Law in India:-I

Unit 6: Division of law:

Unit 7: Substantive Law: that creates, discovers and defines the rights and duties of each individual, for example, criminal code (Penal Codes);

Unit 8: Procedure Law: When a crime is committed,

Unit 9: the procedure law is activated (Cr. Pc. Evidence Act, Etc)

Block III: Law in India:-II

Unit 10: Civil law: (Private Wrongs) like those for inheritance, divorce,

Unit 11: Juvenile Justice laws; Lecture and small group work.

Unit 12: Criminal Justice System: Criminal Justice System in the country: Police, prosecution,

Unit 13: judiciary and correction, district courts, session courts,

Unit 14: high courts and the Supreme Court.

Block IV :The Components:

Unit 15: Police: Structure, reporting, registration, investigation, arrest; How and what can be done, powers of the police bail and critique ;

Unit 16: Prosecution: Structure, screening, decision to prosecute, deciding the charges, public prosecutor and critique; Courts-district court, high court, supreme court

Unit 17: Trial participation, sentencing-institutional and non-institutional juvenile proceedings and critique, Correction-Structure, function, treatment, rehabilitation and critique.

Block V: Legal Aid:

Unit 18: Concept of Legal Aid; need for legal aid

Unit 19: History of Legal Aid

Unit 20: Legal Aid schemes, problems.

Unit 21: Public Interest Litigation (PIL)-

- a) Concept, processes and problems of PIL
- b) History of Public Interest Litigation with special references to India.

Suggestive Readings:

1. Freeman. M.D.A. (ed.). 2001 Lloyd's Introduction to Jurisprudence. 7th ed. London: Sweet and Maxwell. (Chapters 2,3,6,13,14, with selected extracts).
2. Sarat, A. 2004. The Blackwell Companion to Law and Society. Oxford: Blackwells. (Selected chapters).
3. Newman, K. 1983. Law and Economic Organisation. Cambridge: CUP. Wilson, R. 2001. The Politics of Truth and Reconciliation in South Africa. Cambridge: Cambridge University Press.
4. Rudra, A. 1994. 'Unfree Labour and Indian Agriculture.' In Agrarian Questions.

Course Name: Medical Sociology

Course Code: MAS:204

Credits: Total-4

Course Objectives:

S.No.	Course Outcomes (COs)
1.	Understand concepts of interdependency of health
2.	Examines the present challenges related to health
3.	Critically analyze the health care institutions in India.

Block I: Conceptual Understanding of Health, Medicine and Society

Unit 1: Concepts and perspectives on health

Unit 2: Concepts and perspectives on medicine, illness, sickness

Unit 3: Concepts and perspectives on disease and society.

Unit 4: Theoretical perspectives on health and medicine within sociology.

Block II: Health, health care and social institutions:

Unit 5: State, market, community and family in health and medicine,

Unit 6: Philosophical and historical debates on provision of health care and medicine

Unit 7 : Health and Development: Current Challenges

Block III: Sociology and Health:

Unit 8: Areas of Concerns,

Unit 9: Social behavior sciences,

Unit 10: Factors involved in Social class differences health,

Unit 11: Family in Health & Diseases,

Block IV : Health, health care and social institutions

Unit 12: State, market, community and family in health and medicine,

Unit 13: Philosophical and historical debates on provision of health care and medicine

Unit 14: The sociology of health in India- Disparities in health indices

Unit 15: Historical Development of health services system in India;

Block V : Hospital Sociology, Social Cultural factors in Health and diseases,

Unit 16: Etiology& Health care, Environmental Sanitation,

Unit 17: Mother and Child health and Social aspects, , Hygiene in Society, Sex age and marriage

Unit 18: The sociology of medical knowledge and medical systems in India;

Unit 19: Health and Development and Current Challenges .

Suggestive Readings:

1. Das, J. and J. Hammer 2004. "Strained Mercy: Quality of Medical Care in Delhi."

EPW 39 (9). (951-61).

2. Das, V. 2015. Affliction. Health, Disease, Poverty. New York: Fordham University Press.

3. Chatterji, R. 1998. "An Ethnography of Dementia. A Case Study of an Alzheimers' Disease Patient in the Netherlands." Culture, Medicine and Psychiatry 22. (355-382).

Semester-III Syllabus

Course Name: Sociology and Research Method-II

Course Code: MAS: 301

Credit: 4

Course Objectives: The course is a general introduction to the methodologies of sociological research. It will provide the student with elementary knowledge of the complexities and philosophical underpinnings of research.

S.No.	Course Outcomes (COs)
1.	Understand the concept of research writing
2.	Critically examine the concept of hypothesis and sampling
3.	Aware about the description, presentation and argumentation in statistical tools and methods.

Block I: Introduction of Research Writing:

Unit 1: Selection of research problem

Unit 2: Review of related literature

Unit 3: Objectives of research problems

Unit 4: Research gap-meaning and concept

Block II: Hypotheses and Sampling:

Unit 5: Hypotheses: meaning, nature and its types

Unit 6: Population

Unit 7: Sampling and its types

Unit 8: Data Collection and handling: Data Base on Indian Society (Census, NSSO, NFHS and other large data sets (eg: NCRB, AISHE etc).

Unit 9: Research tools

Block III: Statistical Description:

Unit 10: The 'distribution' as the core concept of statistics

Unit 11: Data reduction

Unit 12: Averages for central tendency and dispersion

Block IV: Presentation of Statistical Data:

Unit 13: Statistical tables: Reading, interpretation & design

Unit 14: Graphical presentation: 'Data-ink' and 'Chart-junk'

Unit 15: Statistical Inference,

Unit 16: Tests of Significance

Suggested Books:

Earl Babbie 2013. *The Practice of Social Research*, 13th International Edition,

- Wadsworth-Cengage, New Delhi.
- John Allen Paulos 1990. *Innumeracy: Mathematical Illiteracy and its Consequences*, Vintage Books, New York.
- Edward R. Tufte 1974. *Data Analysis for Politics and Policy*, Prentice-Hall, Englewood Cliffs, New Jersey, USA.
- A.S.C. Ehrenberg 1981. *A Primer in Data Reduction*, 2nd Edition, Wiley, London.

Course Name: Sociology of India

Course Code: MAS: 302

Credit: 6

Course Objectives: To Provide the Student the basic knowledge of Social Structure & Change of Society. To Familiarize the Students about the Major Segment in Social life. Students understood basic knowledge of Social Structure & Change of Society and major Segment in Social life.

S.No.	Course Outcomes (COs)
1.	Understand the Indian society
2.	Critically examine the cost structure of India
3.	Explore the different aspects of portraits

Block I: Blueprints for the Indian Nation

Unit 1: Urban Plans

Unit 2: Agrarian policies, markets and mobilities

Unit 3: Corporate cultures and technological innovation

Block II: Caste-Structure and Change:

Unit 4: Tribe and Caste

Unit 5: Nature and Forms of Caste

Unit 6: Caste in Relation to Other Social Groups and Institutions (such as Religion, Economy and Polity)

Block III:

Unit 7: Caste and Locality (Village, Town and Region)

Unit 8: Self-reliance as national model:

Unit 9: The Case of Khadi

Block IV: Borders and Boundaries Within

Unit 10: Debating home and belonging

Unit 11: Citizens and Others

Unit 12: Migration and memory

Block V: Portraits of the Nation

Unit 13: Scripting the nation

Unit 14: National Heritage

Unit 15: Case Study: *Mother India* [1957] Dir.

Unit 16: Mehboob Khan

Suggested Readings

- Articles under the title 'For a Sociology of India', *Contributions to Indian Sociology*. (Old series and New series).
- Beteille, A. 1986. 'The Concept of Tribe with Special Reference to India', *European Journal of Sociology*. 27: 297-318.
- Dumont, L. 1980. *Homo Hierarchicus*. University of Chicago Press.
- Shah, A.M. and I.P. Desai. 1988. *Division and Hierarchy: An Overview of Caste in Gujarat*. Delhi: Hindustan Publishing Corporation.

Course Name: Social Development

Course Code: MAS-303

Credit: 6

Course Objectives: Social development is about improving the well-being of every individual in society so they can reach their full potential. The success of society is linked to the well-being of each and every citizen.

S.No.	Course Outcomes (COs)
1.	To develop ability to understand and evaluate perspective, models and policies under different political systems and with special reference to India
2.	To critically examine selected policies and their implication in order to appreciate the role of professional social work in the formulation and implementation of such policies,
3.	To review research materials available in the field of social policy and development to enhance knowledge, perspectives and skills essential to undertake comparative research in social work.

Block I:

Unit 1: Philosophy of Social Development:

Unit 2: Values, ethics equity, equality,

Unit 3: Social justice and

Unit 4: distributive justice

Block II:

Unit 5: Role of Ideology

Unit 6: State in Planning for social development,

Unit 7: State Market, and

Unit 8: Civil Society: Impact of Globalization

Unit 9: Free market economy on the social sector

Block III:

Unit 10: Policies concerning social and

Unit 11: Economic inequalities

Unit 12: Poverty eradication, income

Unit 13: Disparities, land reforms,

Unit 14: Legislative and non-legislative measures pertaining to the abolition of untouchability.

Block IV:

Unit 15: Reservation policy in legislative bodies,

Unit 16: education and employment for scheduled

Suggested Readings

- Dumont, L. 1980. *Homo Hierarchicus*. University of Chicago Press.
- Shah, A.M. and I.P. Desai. 1988. *Division and Hierarchy: An Overview of Caste in Gujarat*. Delhi: Hindustan Publishing Corporation.

Course Name: Sociology of Education**Course Code: MAS:304****Credits: Total: 4****Course Objectives:** Students will apply sociological research to distinguish the interrelatedness of various social intuitions.

S.No.	Course Outcomes (COs)
1.	Understand the concept of Sociology of Education
2.	Evaluate the interdependency of Society and Education
3.	Critically examine the role of state and society in reference to education

Block I: The Meaning of Education:

Unit 1: What is a 'Good' Education?

Unit 2: Basic Education

Unit 3: Democracy and

Block II: Education

Unit 4: Education, Liberation

Unit 5: Education and Citizenship

Unit 6: Aspects of Higher Education

Block III: Education and Society:

Unit 7: Socialization and Education

Unit 8: Cultural and Social Reproduction

Unit 9: Agency, Resistance and Relative Autonomy

Block IV: Schooling practices:

Unit 10: Education System

Unit 11: School Culture

Unit 12: Curriculum and

Unit 13: Classroom Practices

Block V: The State, Education and Equality:

Unit 14: Education and Social Stratification

Unit 15: Mobility and Equality of Educational Opportunity

Unit 16: Affirmative Action

Suggested Books

1. Thapan, M. 2006 (1991). *Life at School. An Ethnographic Study*. New Delhi: Oxford University Press.
2. Willis, P. E. 1977. *Learning to Labour: How Working Class Kids Gets*
3. *Working Class Jobs*. Surrey, England: Saxon House.
4. Benei, Veronique. 2009. *Schooling India. Hindus, Muslims and the Forging of Citizens*. New Delhi,

Semester-IV Syllabus

Course Name: Ageing and Sociology

Course Code: MAS:401

Credit: 4

Course Objectives: This course considers ageing in a broad sociological context with comparative perspectives. The course addresses the ways in which ageing is socially defined and experienced. It also applies a critical perspective to the ways in which ageing is framed by family, groups, and society. The course covers how ageing issues are constructed differently over time and in different cultures. In this course, you will gain a thorough understanding of ageing and the various factors that affect ageing experience in our society. You will also have opportunities to apply the knowledge to address ageing-related issues and problems that facing us.

S.No.	Course Outcomes (COs)
1.	Provide a Roles, Power and Status of Older Persons Historical norms in different cultural
2.	Critically examine health of Older Persons Longevity and physical health; Mental and emotional health
3.	Critically examine the older Persons and Livelihood Work participation of older persons in the organized and unorganized sectors;

Block I: Cultural Trends

Unit 1: Roles, Power and Status of Older Persons Historical norms in different cultural,

Unit 2: Urban/rural, tribal, economic, age and gender contexts;

Unit 3: Emerging trends and issues in the context of the liberalized political economy;

Unit 4: Historical norms of practices related to death and bereavement and emerging trends.

Block II: Health

Unit 5: Health of Older Persons Longevity and physical health; Mental and emotional health;

Unit 6: Health, disabilities and care giving; Sexuality in old age;

Unit 7: Spirituality in old age; Review of health policies

Unit 8: Policies for the disabled and Implementation with references to older persons

Block III: Prevention

Unit 9: Health Intervention: Periodical checkup, information and awareness about prevention of problems,

Unit 10: Recreation and creative art programmes, Spiritual discourses, counseling, physical aids and access to geriatric treatment

Unit 11: Review of laws for inheritance and protection from abuse;

Unit 12: Intervention needs: Raising family awareness and family and bereavement counseling.

Block IV: Intervention

Unit 13: Older Persons and Livelihood Work participation of older persons in the organized and unorganized sectors;

Unit 14: Economic situation of older persons; Age related policies and laws for education; employment; retirement; social security and pensions;

Unit 15: Intervention needs: Retirement planning, promoting savings, investments and making a will, training and opportunities for income generation.

Unit 16: Employment exchange and sponsorship programme.

Block V Social Issues

Unit 17: Older Persons and Family Intervention of older persons with parents, spouse, children, children-in-laws, grandchildren and others.

Unit 18: Care giving roles between older persons and the family;

Unit 19: Issues of division of property, housing and social security;

Unit 20: Issues of neglect, abuse, violence and abandonment

Suggested Books

1. Willis, P. E. 1977. *Learning to Labour: How Working Class Kids Gets*
2. *Working Class Jobs*. Surrey, England: Saxon House.
3. Benei, Veronique. 2009. *Schooling India. Hindus, Muslims and the Forging of Citizens*. New Delhi, Orient Blackswan.

Course Name: Ecology, Environment and society

Course Code: MAS:402

Credit: 6

Course Objectives: The structural adaptations and functional adjustment of organisms to their physical environment. The behaviour of organism under natural conditions. The evolutionary development of all these inter-relations (evolutionary ecology). Environment and Society will help you understand the social processes that promote the degradation of the Earth and our persistence in such destructive behaviour.

S.No.	Course Outcomes (COs)
1.	Sociological approaches to understanding the relationship between society and ecology
2.	Understanding perceptions and impacts of environmental change.
3.	Understanding perceptions and impacts of environmental change,

Block I: Approaches to the study of environment:

Unit 1: Marxian,

Unit 2: Gandhi and, Phule,

Unit 3: Eco feminism

Unit 4: S.L.Bahuguna

Unit 5: Different types of Environmentalisms

Block II:

Unit 6: Deep Ecology.

Unit 7: Social Ecology,

Unit 8: Radical Ecology.

Unit 9: Ecology Degradation

Unit 10: Migration

Block III:

Unit 11: Natural Resources and their Utilization

Unit 12: Common Land,

Unit 13: Water and Forest

Unit 14: Problems of the Urban Environment: Pollution, Population and Slums

Unit 15: Environmental Movements

Block IV:**Unit 16:** The Politics of Development: Chipko, Narmada,**Unit 17:** Tehri, Baliapal**Unit 18:** Chilka Campaign**Unit 19:** Initiatives of the State**Unit 20:** International Agencies: Stockholm, Environment**Block V:****Unit 21:** Sustainable Development,**Unit 22:** Rio conference.**Unit 23:** Stockhome, environmental,**Unit 24:** sustainable development, Indian forest policy**Suggested Readings**

- Kohn, Eduardo (2013) *How Forests Think: Towards an anthropology beyond the human*. University of California Press, California.
- Robbins, Paul (2007) *Lawn People. How Grasses, Weeds, and Chemicals Make Us Who We Are*. Temple University Press, Philadelphia.
- Smith, Neil (2010) *Uneven Development: Nature, Capital and the Production of Space*. Verso, NY.
- Gottlieb, R. (2005). *Forcing the spring: the transformation of the American environmental movement*. Washington, DC: Island Press.

Course Name: Media Sociology**Course Code: MAS:403****Credit: 6**

Course Objectives: Apply sociological theories to understand social phenomena. Critically evaluate explanations of human behavior and social phenomena. Apply scientific principles to understand the social world. Evaluate the quality of social scientific methods and data.

S.No.	Course Outcomes (COs)
1.	Understand the concept of media coverage, sound recording etc.
2.	Illustrates different types of movies, images and their impact.
3.	Evaluate power of print and advertisement.

Block I: Introduction**Unit 1:** Cultural Studies**Unit 2:** Public sphere**Unit 3:** Mass Communication**Unit 4:** The Internet

Unit 5: Digital media

Block II: Media

Unit 6: The media Coverage

Unit 7: Media playground

Unit 8: Sound Recording

Unit 9: Popular music

Unit 10: Origin of broad casting

Block III: Social Culture

Unit 11: Movies

Unit 12: The impact of images

Unit 13: Newspaper: The rise and decline of modern journalism

Unit 14: Advertising

Unit 15: commercial culture

Block IV:

Unit 16: Books

Unit 17: The power of print

Unit 18: Public Relation

Unit 19: Forming the message

Unit 20: Freedom of Express

Suggested Readings

- Kohn, Eduardo (2013) *How Forests Think: Towards an anthropology beyond the human*. University of California Press, California.
- Robbins, Paul (2007) *Lawn People. How Grasses, Weeds, and Chemicals Make Us Who We Are*. Temple University Press, Philadelphia.
- Smith, Neil (2010) *Uneven Development: Nature, Capital and the Production of Space*. Verso, NY.

Course Name: Dissertation

Course Code: MAS-404

Credits: 4

Course Objectives:

The dissertation presents a major piece of guided independent research on a topic agreed between the student and their supervisor.

The objectives should cover the whole dissertation from the Literature Review, through the Research Methodology, and to the Critical Evaluation.

The objectives in a dissertation describe the ways through which you intend to achieve the research aim. They are specific statements that break down the aim into several smaller key sections of the overall research. Suitable objectives can help you stay focused and conduct research in the direction of your aim.

The Aims and Objectives for your Master's Dissertations need to be in chapter 1, the introduction to the research project. Chapter 1 should be an introduction to the project/ Dissertation assigned by the concerned Supervisor and not an introduction to the topic. The topic is covered in the Literature Review, usually chapter 2. However, there needs to be a few pages of background introduction to set the scene and the reasons for the research. Therefore, the Aims and Objectives should be around page 2, 3, or 4. The main Chapter of the dissertation's topic should be mentioned in Third Chapter and the Last Chapter will be Conclusion of the of the topic assigned by the supervisor and in the end some References/Bibliography should be mentioned.

Course Outcome: On completion of this course, student will be able to

- Systematically identify relevant theory and concepts
- Relate these to appropriate methodologies and evidence
- Apply appropriate techniques and draw appropriate conclusions
- Engage in systematic discovery and critical review of appropriate and relevant information sources.
-

Faculty and Support Staff

The University has identified the requisite faculty and support staff as mandated by UGC and formally they shall be allocated the required positions from amongst the existing faculty exclusively for ODL mode or fresh appointments as per requirement, shall be initiated for which Letter of Intent have been issued to the prospective faculty and staff. The course material prepared by this university will be on par with any open university/Distance education centre in the country.

Delivery Mechanism

The ODL of MU follows a modern ICT (Information & Communication Technology) enabled approach for instruction. The methodology of instruction in ODL of MU is different from that of the conventional/regular programs. Our ODL system is more learner-oriented and the learner is an active participant in the teaching-learning process. ODL of MU academic delivery system comprises:

A. Print Material

The printed material of the programme supplied to the students will be unit wise for every course.

B. Counselling Sessions

Normally, counselling sessions are held as per a schedule drawn beforehand by the Subject Coordinator. There will be 6 counselling/ contact classes for 4 credit course will be held on the campus on Saturday and on Sunday of 2 hour duration for each course in face to face mode (In case of 2 credit course contact hours are required 6 hours and in case of 6 credit course contact hours required 18 hours). Contact classes will be held in the campus on Saturdays and on Sundays.

C. Medium of Instruction

Medium of Course Instruction: Hindi

Medium of Examination: Hindi

Student Support Systems

Universities study Centres or Learner Support Centre shall be headed by a coordinator, not below the rank of Assistant professor and shall be augmented with academic and non-academic staff depending on the learner.

The university has made appropriate arrangements for various support services including counselling schedule and resource-oriented-services evaluation methods and dates both on and off line modes for easy and smooth services to the students through distance mode.

At present the university has only one study centre in the campus. The institution is not promoting any study centres outside the campus. All student support services will be provided to the student through a single window method/mode onsite and online.

F. Procedure for Admissions, Curriculum, Transaction and Evaluation

Admission Process

Admission to the M.A. Sociology programme will be done on the basis of screening of candidate's eligibility on first come first serve basis. Admission shall not be a right to the students and MU, DDOE shall retain the right to cancel any admission at any point of time if any irregularity is found in the admission process, eligibility etc.

Maximum Duration

- A. The maximum duration of the M.A. Sociology Programme is four years. Thereafter, students seeking completion of the left-over course(s) will be required to seek fresh admission.
- B. The student can complete his programme within a period of 4 years failing which he/she shall seek fresh admission to complete the programme.

Eligibility

Any Graduate from a recognised University is eligible for admission to M.A. Sociology Programme.

Fee Structure

Name of the Program	Degree	Duration	Year	Registration Fee	Tuition Fee/Year	Exam Fee/Year	Total (in Rs.)
Master of Arts(Sociology)	PG	2 to 4 Years	1	1500	12000	2000	15500
			2		12000	2000	14000
Total							29500

Activity Schedule

S.NO.	Name of the Activity	Tentative months schedule(specify months) during year
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		From(Month)	To (Month)	From(Month)	To (Month)
1	Admission	Jul	Sep	Jan	Mar
2	Assignment submission (if any)	Sep	Oct	Mar	Apr
3	Evaluation of Assignment	Oct	Nov	Apr	May
4	Examination	Dec	Dec	Jun	Jun
5	Declaration of Result	Jan	Jan	Jul	Jul
6	Re-registration	Jul	Jul	Jan	Jan
7	Distribution of SLM	Jul	Sep	Jan	Mar
8	Contact Programmes (counselling, Practicals.etc.)	Sep	Nov	Mar	May

Credit System

MU, DDOE proposes to follow the 'Credit System' for most of its programs. Each credit amounts to 30 hours of study comprising all learning activities. Thus, a 8 credit course requires 240 hours, 6 credit course requires 180 hours, 4 credit course requires 120 hours and 2 credit course requires 60 hours of study. This helps the student to understand the academic effort to complete a course. Completion of an academic programme requires successful clearing of both, the assignments and the term-end examination of each course in a programme.

Duration of the Program	Credits	Name of the Program	Level of the Program
2 Yrs.	80	MA(Sociology)	Master's Degree

Assignments

Distance Education learners have to depend much on self-study. In order to ascertain the writing skill and level of comprehension of the learner, assignment work is compulsory for all learners. Each assignment shall consist of a number of questions, case studies and practical related tasks. The Assignment Question Papers will be uploaded to the website within a scheduled time and the learners shall be required to respond them within a specified period of time. The response of the learner is examined by a faculty member.

Evaluation: The evaluation system of the programme is based on two components:

- A. Continuous Evaluation in the form of assignments (weightage 30%):** This Component carries a weightage of 30%. There will be at least one graded assignment and test per course. These assignments are to be submitted to the Co-ordinator of the DDOE/Study Centre to which the student is assigned or attached with.
- B. Term-end examination (weightage 70%):** This will be held twice every year in the months of June and December. The students are at liberty to appear in any of the examinations conducted by the University during the year. A student will be allowed to appear in the Term-End Examination only after she/he has registered for that course and submitted the assignment. For appearing in the Examination, every student has to submit an Examination form through online (www.mangalayatan.in)/ or offline before the due dates as given in the schedule of operations. If a student misses any term-end examination

of a course for any reason, s/he may appear for any of them or all the courses subject to the maximum of 8 courses in the subsequent term-end examinations. This facility will be available until a student secures the minimum pass grade in the courses but up to a maximum period of four semesters, since the date of registration of the course is valid for four semesters. Beyond this period s/he may continue for another four semesters by getting Re-registration by paying fee again. In that case, the score of qualified assignments and/or term-end examination will be retained and the student will be required to complete the left out requirements of such re-registered courses. Minimum requirement for passing a course will be 40% marks.

G. Laboratory Support and Library Resources

The library of Mangalayatan University aims to empower the teaching mission and intellectual culture of the community through availability through an organized collection of information as well as instruction in its access, relevance and evaluation.

The University Library enriches advance learning and discovery by providing access to a broad array of resources for education, research and creative work to ensure the rich interchange of ideas in the pursuit of knowledge.

The Directorate of Distance Education of Mangalayatan University has initiated the process of setting up a dedicated Library for ODL program and acquiring printed books and e-books for this purpose. The required International and National subject journals are also provided. We have a full functioning community radio service onboard (90.4 FM). We already have annual journal subscriptions and the capacity can be enlarged at later stages as the University lines up with more online journals.

The collection of the Library is rich and diverse especially in terms of the breadth and depth of coverage. Collection encompasses subjects in Management, Commerce, Information Technology, Computer Applications, and other allied areas. This collection further includes Books, Research Journals, Project Reports/Dissertations and online Journals.

The University has well equipped Computer Laboratories, Lecture Capturing Systems, Audio Video facilities, ICT enabled class rooms, Wi-Fi facilities etc.

H. Cost Estimate of the Programme and the Provisions

Initial expenses have been done by the University in terms of provision of infrastructure, manpower, printing of self-study material and other. The University intends to allocate expenses out of the total fee collection as per following details:

a) SLM Development and Distribution	:	20%
b) Postal Expense	:	10%
c) Salary and other Administrative expenses	:	60%
d) Future development	:	10%

Once programmes are operational, fee receipt from the programmes' budget to be planned as per the guidelines of University Grants Commission.

I. Quality Assurance

The University has established the Centre for Internal Quality Assurance (CIQA) in the University campus. The CIQA will monitor and maintain the quality of the ODL programmes. It has the following objectives in making the compliances of quality implementations.

Objectives

The objective of Centre for Internal Quality Assurance is to develop and put in place a comprehensive and dynamic internal quality assurance system to ensure that programmes of higher education in the Open and Distance Learning mode and Online mode being implemented by the Higher Educational Institution are of acceptable quality and further improved on continuous basis.

Functions of CIQA

The functions of Centre for Internal Quality Assurance would be following

- 1) To maintain quality in the services provided to the learners.
- 2) To undertake self-evaluative and reflective exercises for continual quality improvement in all the systems and processes of the Higher Educational Institution.
- 3) To contribute in the identification of the key areas in which Higher Educational Institution should maintain quality.
- 4) To devise mechanism to ensure that the quality of Open and Distance Learning programmes and Online programmes matches with the quality of relevant programmes in conventional mode.
- 5) To devise mechanisms for interaction with and obtaining feedback from all stakeholders namely, learners, teachers, staff, parents, society, employers, and Government for quality improvement.
- 6) To suggest measures to the authorities of Higher Educational Institution for qualitative improvement.
- 7) To facilitate the implementation of its recommendations through periodic reviews.
- 8) To organize workshops/ seminars/ symposium on quality related themes, ensure participation of all stakeholders, and disseminate the reports of such activities among all the stakeholders in Higher Educational Institution.
- 9) To develop and collate best practices in all areas leading to quality enhancement in services to the learners and disseminate the same all concerned in Higher Educational Institution.
- 10) To collect, collate and disseminate accurate, complete and reliable statistics about the quality of the programme(s).
- 11) To ensure that Programme Project Report for each programme is according to the norms and guidelines prescribed by the Commission and wherever necessary by the appropriate regulatory authority having control over the programme.
- 12) To put in place a mechanism to ensure the proper implementation of Programme Project Reports.
- 13) To maintain a record of Annual Plans and Annual Reports of Higher Educational Institution, review them periodically and generate actionable reports.
- 14) To provide inputs to the Higher Educational Institution for restructuring of programmes in order to make them relevant to the job market.
- 15) To facilitate system based research on ways of creating learner centric environment and to bring about qualitative change in the entire system.
- 16) To act as a nodal coordinating unit for seeking assessment and accreditation from a designated body for accreditation such as NAAC etc.
- 17) To adopt measures to ensure internalization and institutionalization of quality enhancement practices through periodic accreditation and audit.
- 18) To coordinate between Higher Educational Institution and the Commission for various quality related initiatives or guidelines.
- 19) To obtain information from other Higher Educational Institutions on various quality benchmarks or parameters and best practices.
- 20) To record activities undertaken on quality assurance in the form of an annual report of Centre for Internal Quality Assurance.
- 21) It will be mandatory for Centre for Internal Quality Assurance to submit Annual Reports to the Statutory Authorities or Bodies of the Higher Educational Institution about its activities at the end of each academic session. A copy of report in the format as specified by the Commission, duly

approved by the statutory authorities of the Higher Educational Institution shall be submitted annually to the Commission.

After enrolling in M.A Sociology programme at Mangalayatan University through ODL mode, student will be able to impart essential knowledge of literary forms, movements and trends in contemporary theory and interdisciplinary extensions. After completion M.A programme, student will demonstrate a graduate-level ability to use current theoretical approaches to literary study as well as the ability to synthesize literary characteristics, themes, and/or approaches in several literary texts.



Registrar
Mangalayatan University
Beswan, Aligarh

MANGALAYATAN UNIVERSITY, ALIGARH

**DIRECTORATE OF DISTANCE AND ONLINE
EDUCATION**



PROGRAMME PROJECT REPORT

MASTER OF LIBRARY AND INFORMATION SCIENCE

2023-24

Registrar
Mangalayatan University
Beswan, Aligarh

Introduction

Mangalayatan University focuses on providing quality education through distance learning, matching with the parameter of regular program and producing capable administrative leaders who are prepared with the necessary library management & research skills to make high-quality administrative.

The M.L.I.Sc. programme at our university create high level of intellectual capacity in learners, providing opportunity for learners to pursue high level studies, providing opportunity for higher education studies to the learners who have been deprived of higher education due to being employed in government non-government organization.

A. Programme's Mission and Objectives

Mission

To provide educational opportunities for higher education through distance mode for a large segment of the population, including those in employment, women (including housewives) and adults who wish to upgrade their education or acquire knowledge in various fields of study.

Objectives

- To spread the light of education till the smallest & darkest corner.
- To provide access to higher education to all segments of the society;
- To offer high-quality, innovative and need-based programmes at different levels, to all those who require them;
- To promote, coordinate and regulate the standards of education offered through open and distance learning in the country.
- To spread more literacy in the society.

B. Relevance of the Program with HEI's Mission and Goals

The vision and mission of HEI, Mangalayatan University, Aligarh are:

Vision:

To be an institution where the most formative years of a young mind are spent in the guided pursuit of excellence while developing a spirit of inquisitive questioning, an ability to excel in the pressure of a fast-changing professional world, and a desire to grow into a personality than a person, in an environment that fosters strong moral and ethical values, teamwork, community service and environment consciousness.

Mission:

- To be the enablers of the confluence of academic rigor and professional practicality.
- To bring global best practices to students through widespread use of technology.
- To empower our faculty to constantly develop new skills and excel professionally.
- To provide the best campus environment to students and faculty with all facilities to nurture their interest.

A Master's Degree in Library and Information Science trains students in modern Library administration and can prepare them for higher study or careers in academic, corporate, military, museum, or special research libraries. Degree Programme may allow students to focus on their particular interests. Recipients of a Master's Degree in Library and Information Science qualify for Library support positions, depending on the library. Masters from this programme are prepared to work in a variety of libraries and information environments using people skills, problem-solving skills and their ability to organize access and evaluate information.

The Master's Degree in Library and Information Science program of the University strives to realize its vision and mission by rectifying student centric issues on priority and also to empower local community with the help of various social clubs running in University like NSS, KADAM and Alumni association. The University Promotes Multidisciplinary and Allied research in various fields that supports and harnesses joyful learning environment. The goals of ODL (Open Distance Learning) program is to provide educational facilities to all qualified and willing persons who are unable to join regular courses due to personal or professional reasons. There are many potential learners who cannot afford to join regular courses due to professional responsibilities and personal commitments. For such cases M.L.I.Sc. through ODL mode can be helpful in increasing knowledge base and skill up-gradation.

The program aims to provide alternative path to wider potential learners who are in need of refresher courses to update their skills.

C. Nature of Prospective Target Group of Learners

This program is specifically designed to cater the need of students who are not able to study through regular mode. Working Professionals, Housewives, Students from rural area, students who do not wish to prefer regular courses due to various reasons & students who can not afford costly regular programmes, also those who are willing to develop their professional skills in Library and Information Science are our target group learners.

The candidates desirous of taking admission in M.L.I.Sc. program shall have to meet the eligibility norms as follows-

- 1. To obtain admission in M.L.I.Sc. program offered through ODL mode, the learner must have completed the degree of B.L.I.Sc./equivalent program.*

The ODL-M.L.I.Sc. program offered by Mangalayatan University aims specially for Working Professionals, Housewives, Students from rural area, students who do not wish to prefer regular courses due to various reasons. This gives an opportunity to the distance learner to attend distance programmes offer by the university to those who can't spare enough time to attend regular classes.

D. Appropriateness of Programme to be conducted in ODL mode to acquire specific skills and competence

The University has identified the following Programme Learning Outcomes and Programme Specific Outcomes as acquisition of specific skills and competence in M.L.I. Sc. Program.

Programme Outcomes (PO's)

After completing the programme through ODL Mode, students will be able to:

PO1: Disciplinary knowledge: Capable of demonstrating comprehensive knowledge and understanding of major concepts, principles, theories and laws of various subjects in Library and Information Science.

PO2: Professional skills: Ability to understand and classify simple, compound and complex documents using standard classification schemes; capability to catalogue all types of documents using standard catalogue codes and metadata standards; ability to carry out library housekeeping operations and to provide library and information services by standard procedures.

PO3: Critical thinking/Development of solutions: Capability to critically analyze subjects of documents to classify them properly and to derive subject headings for subject cataloguing, indexing purposes and ability to think critically for solving various problems pertaining to the management of Libraries and Information Centers.

PO4: Ethics: Capable of demonstrating the ability to identify ethical issues related with Intellectual Property Rights while providing library services and able to understand basic philosophy and ethics of librarianship to make them conscientious librarians.

PO5: Modern tool usage: Understanding of concepts of information technology and its application to libraries and capable of using digital technology for communication purpose, for library housekeeping operations, and for searching information from OPAC, Internet and online databases.

PO6: Communication: Ability to communicate effectively in oral and written forms with users, colleagues and authorities in an effective manner.

PO7: Employability and Lifelong learning: Ability to seek job opportunities as library professionals; capable of self-paced and self-directed learning aimed at personal and professional development; for improving knowledge and skills and for re-skilling through continuing educational opportunities.

Programme Specific Outcomes:

After completing the programme through ODL Mode, students will be able to:

PSO1: To familiarize with the basic concepts of information, its nature, importance and role in the development of society as well as concepts of communication of information, economics and management of information and knowledge.

PSO2: To gain understanding of concepts of research methodology in general and to develop research aptitudes and skills applied in library and information science field.

PSO3: To make learn the concepts relating to information and communication technology such as communication tools and techniques; internet communication; data security; procedure of digitization, development of digital libraries, web and web designing.

E. Instructional Design

The program is divided into two semesters and minimum credit requirement is 44 to get M.L.I.Sc. degree in ODL mode from Mangalayatan University. Minimum time period for acquiring M.L.I.Sc. degree will be one year and maximum time period to acquire M.L.I.Sc. degree is 2 Years.

Evaluation Scheme

Semester-I						
S.N .	Course Code	Course Name	Credit	Continuous Assessment Marks	Term End Exam Marks	Grand Total
				Max. Marks	Max. Marks	
1	MLIS-101	Knowledge, Information and Communication	4	30	70	100
2	MLIS- 102	Knowledge Organization	4	30	70	100
3	MLIS-103	Research Methodology & Statistical Techniques	4	30	70	100
4	MLIS-104	Information Sources & Systems	4	30	70	100
5	MLIS-105	Print and Electronic Sources & Literature in Natural Sciences	4	30	70	100
Total			20	150	350	500

Semester-II						
S.N .	Course Code	Course Name	Credit	Continuous Assessment Marks	Term End Exam Marks	Grand Total
				Max. Marks	Max. Marks	
1	MLIS-201	Academic Library System	4	30	70	100
2	MLIS- 202	Information Storage & Retrieval	4	30	70	100
3	MLIS-203	Information Technology (Theory)	4	30	70	100
4	MLIS- 204P	Information Technology (Practical)	4	30	70	100
5	MLIS-206	Modern Libraries	4	30	70	100
6	MLIS-207	Dissertation	4	0	100	100
Total			24	150	450	600

MOOCS

The University shall give flexibility in opting for MOOC (Massive Online Open Courses) by the students pertaining to the prescribed curriculum and also the Credits earned in the MOOC

courses may be dealt as part of the evaluation scheme as per UGC (Open and Distance Learning Programmes and Online Programmes) Regulations, 2020.

Syllabi and Course Materials

Syllabi, PPR and self-learning materials are developed mostly by experienced faculty members of Mangalayatan University in consultation with contents experts and the same will be forwarded to CIQA and BoS/ Academic Council/ Executive Council for further suggestions and approval.

Semester-I

Course Name: Knowledge, Information and Communication

Course Code: MLIS-101

Credits: 4

Course Objective:

To develop an understanding of the concept of Knowledge, Information and Communication aspects in libraries.

Course Outcomes (COs):

S. No.	Course Outcomes (COs)
1.	Familiarize with the conceptual difference between the data, information and knowledge.
2.	Equip students to understand the generation and use of information.
3.	Develop a thorough knowledge about the role of information and Information Industry.
4.	Understand the concept of IPR, Copyright and Data Security
5.	Understand the concept of marketing of information products and services
6.	Equip the students with the Strategies and Techniques & Promotion of LIS Products and Services

BLOCK I Information and Communication

Unit 1 Information, Characteristics, Nature, Value and Use

Unit 2 Conceptual difference between data, information and knowledge

Unit 3 Communication of Information: Information generation, Communication Process, Channels, Models and Barriers

Unit 4 Trends in Scientific Communication

BLOCK II Information Industry, IPR and Data Security

Unit 5 Information Industry-Generators, Providers and Intermediaries, Information as an asset and Resource

Unit 6 Intellectual Property Rights Acts

Unit 7 Concept of freedom, Censorship, Data security and fair use

Unit 8 National Policy on Library and Information Systems and Services

BLOCK III Knowledge Management

Unit 9 Knowledge Management: Definition, concept, need, basic tools, Knowledge Management Systems: Basic components

Unit 10 Approaches and Architecture of Knowledge Management

Unit 11 Trends in Knowledge Management, Role of Knowledge Managers

BLOCK IV Fundamental Concepts of Marketing of LIS Products

Unit 12 Marketing of LIS Products: Definition, needs, and purpose

Unit 13 Marketing Environment: Producer, Consumer – Buyer Behaviour

Unit 14 Marketing Information System

Unit 15 Market Segmentation and Marketing Mix

BLOCK V Strategies and Techniques & Promotion of LIS Products and Services

Unit 16 Strategic Planning

Unit 17 Marketing Research and Marketing Process

Unit 18 LIS Products and Services as a Marketable Commodity

Unit 19 Pricing, Distribution Channels and Communication Strategies

Unit 20 Advertising, Sales Promotion, Public Relations and E-Marketing

Text Books:

1. Butcher, Helen. "Meeting Manager's Information Needs", ASLIB. London, 1998.
2. Kotler, Philip and Armstrong, Gary. "Principle of Marketing", Prentice- Hall of India. New Delhi, 2003.
3. Sharma, P. "Knowledge Management", New Delhi: A.P.H. Publishing, 2004.
4. Khan, M.T.M. "Information Organization and Communication". New Delhi: Ess Ess Publishing, 1998.
5. Gupta, D. K. et al. "Marketing Library and Information Services: International Perspectives", K.G. Saur, Munich, 2006.
6. Kotler, Philip. "Marketing Management", Prentice Hall, Delhi, 2000.
7. Vickery, B.C. & Vickery, A. "Information Science in Theory and Practice", London: Butterworth, 1987.
8. Sharma, S. & Gopal, S. "Applications of Knowledge Management in Digital Era", New Delhi: GNOSIS, 2011
9. Kawatra, P.S. "An introduction to Information Systems". New Delhi: A.P.H. Publishing, 2000.
10. Menon, S. "Protection of Intellectual property in cyber space", New Delhi: Authorspress, 2003.
11. Secker, J. "Copyright and e-learning: A guide to Practitioners" London: Facet Publishing, 2010
12. Angrew, G. "Digital rights management: A librarian's guide to technology and practice", U.K.: Chandos Publishing, 2008.

Reference Books:

1. Parashar, R.G. "Information and its Communication", New Delhi: Medallion Press, 1991.
2. Olive, A. Conceptual modeling of information systems. Berlin: Springer-Verlag, 2007.
3. Losse, R. M. "The Science of Information", San Diego: Academic Press, 1990.

4. Rikowski, R. "Knowledge Management: Social, cultural and theoretical perspectives", U.K.: Chandos Publishing,2007.
-

Course Name: Knowledge Organization

Course Code: MLIS- 102

Credits: 4

Course Objective:

To develop an understanding of the concepts of library classification, classification theories and their implication for the development of library classification systems.

Course Outcomes (Cos)

S. No.	Course Outcomes (COs)
1.	Understand the general theory of classification and Universe of Knowledge.
2.	Understand the modes of formation of subjects and methods for revision of major Classification Schemes.
3.	Grasp an understanding of special classification schemes.
4.	Understand the contributions of significant people in the field of cataloguing.
5.	Know the Web based cataloguing systems.
6.	Understand subject cataloguing with the help of PRECIS, POPSI and Chain Indexing.

BLOCK I Classification Contributions and Universe of Knowledge

Unit -1 General theory of Classification: Contributions of Richardson, W.C. Berwick Sayers, H.E. Bliss,

Unit - 2 Universe of Knowledge: Mapping and Problems

Unit - 3 Contribution of S.R. Ranganathan and CRG

BLOCK II Formation of Subjects, Features of Classification Schemes & Notations

Unit - 4 Modes of formation of Subjects and Methods of Scholarship vis-à-vis revision of CC, UDC and DDC

Unit - 5 Features of Special Classification Schemes

Unit - 6 Notation: Definition, Kinds and Function

BLOCK - III Contributions, Resource Description and Access and Online Cataloguing

Unit - 7 Contributions of Cutter, Lubetzky, Ranganathan in the field of Cataloguing.

Unit - 8 Resource Description and Access (RDA) : Concept and Structure.

Unit - 9 Online Cataloging: OPACs and Web OPAC with examples at national and international level.

BLOCK – IV Subject Cataloguing & Subject Headings

Unit - 10 Subject Cataloguing: Definition and General Principles

Unit - 11 Choice and Rendering of Subject Headings: LCSH, PPSI, PRECIS

Unit - 12 Thesaurus: Need and Guiding Principles for Compilation

BLOCK -V Union Catalogue, Indexing & Abstracting

Unit - 13 Layout and rules for the Union Catalogues of Books, Periodicals

Unit - 14 Indexing and Abstracting Journals and

Unit – 15 National Bibliographies.

Unit - 16 Compilation of Local, National and International Union Catalogues, Application of IT

Text and Reference Books

1. Mills, J. A. Modern Outline of Library Classification, Bombay: Asia Publishing House, 1960.
 2. Ranganathan, S.R.. Prolegomena to Library Classification, (3rd ed). Bangalore: Sarada Ranganathan Endowment for Library Science, 1967.
 3. Husain, S. Library Classification: Facts and Analysis, New Delhi: BR Publishing, 2004.
 4. Kumar, K. Theory of Classification, (4th ed), New Delhi: Vikas Publishing, 1988.
 5. Ranganathan, S.R. Elements of Library Classification (3rd ed.). Bombay: Asia Publishing, 1962.
 6. Fritz, D. A. Cataloguing with AACR-II & MARC21: for books Electronics Resources, Sound Recording, Video Recording & Serials. New Delhi: Pentagon Press, 2009.
 7. Maxwell, R. L. Maxwell's Handbook for Anglo- American Cataloguing Rules2: Explaining & illustrating through the 2003 update New Delhi: Indiana Publishing House, 2009.
 8. Parmeshwaran, M . Anglo American Cataloguing Rules and CCC (s), New Delhi: Ess Ess Publications, 1984
 9. Agrawal, S.S. & Kaula., P.N. Catalogue entries & procedure: A guide to cataloguing work according to ALA, AACR, CCC, New Delhi: Lakshmi Book Store, 1972.
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Course Name: Research Methodology & Statistical Techniques

Course Code: MLIS-103

Credits: 4

Course Objective:

To understand the concept of Research Design, Tools and Techniques for carrying out the research in various fields of Library and Information Science.

Course Outcomes (COs):

S. No.	Course Outcomes (COs)
1.	Understand the concept of research design, tools and techniques
2.	Understand the designing of a Research Proposal
3.	Develop a thorough understanding of research data analysis, interpretation and presentation
4.	Use different statistical techniques and statistical packages
5.	Develop skills for writing and evaluating a research report
6.	Develop skills for Research Ethics & Plagiarism

BLOCK-I Introduction of Research

Unit - 1 Research: Meaning, Need, Importance and kinds

Unit - 2 Identification, Formulation of Problems

Unit - 3 Hypothesis: Definition, Types, Need and Purpose

BLOCK- II Research Design, Methods and Techniques

Unit - 4 Research Design: Concept and Types

Unit - 5 Scientific Method of Research; Ranganathan's Spiral of Scientific Method

Unit - 6 Research Methods: Historical, Descriptive, Case Study, Exploratory

Unit - 7 Research Techniques and Tools: Questionnaire, Interview, Observation Methods

BLOCK -III Statistical Techniques

Unit - 8 Presentation of Data: Tabular, Graphic, Bar Diagram and Pie Chart etc.

Unit - 9 Sampling Techniques: Procedure, Types

Unit - 10 Descriptive Statistics: Measures of Central Tendency (Mean, Mode, Median)

Unit - 11 Measures of Dispersion: Variance and Standard Deviation

BLOCK-IV Statistical Inference, Bibliometrics and Report Writing

Unit - 12 Regression Analysis, Testing of Hypothesis: Chi-Square Test, f-test, t-test, z-test

Unit - 13 Bibliometrics: Concept, Need, Laws of Bibliometrics and their Applications

Unit - 14 Citation Analysis, Content Analysis

Unit - 15 Statistical packages – SPSS, (introduction)

Unit - 16 Report Writing

BLOCK-V Research and Publication Ethics and Plagiarism

Unit - 17 Publication ethics: definition, introduction and importance

Unit - 18 Publication misconduct: definition, concept, problems that lead to unethical behavior and vice versa, types

Unit - 19 Violation of publication ethics, authorship and contributorship

Unit - 20 Plagiarism

Recommended Books

1. Busha ,C.H. and Harter ,S.P. “ Research Methods in Librarianship: Techniques and Interpretation”. New York: Academic Press,1980.
2. Carpenter ,R.L.and Vasu ,E.S. “ Statistical Methods for Librarians”, Chicago: ALA,1978.
3. Kothari ,C.R. “Research Methodology: Methods and Techniques” 3rd rev. ed., New Age International, New Delhi, 2015.
4. Krishan Kumar “ Research methods in Library and Information Science”Rev. Ed, Har-Anand Publications,New Delhi, 1999..
5. Powell, R R and Silipigni ,C L. “Basic Research Methods for Librarians”, Ed. 4, Libraries Unlimited, Westport, 2004.
6. Rao, I.K.R. “Quantitative methods for Library and Information Science”, Bombay: Wiley Eastern, 1983.

Reference Books:

1. Simpson, I.S. “Basic statistics for librarians’, London: Clive Bingley, 1983.
 2. Singh, S P. “Research Methods in Social Sciences: A Manual for Designing Questionnaires., Kanishka, New Delhi,2002
 3. Slater,M, Ed. “Research Methods in Library and Information Studies”, Library Association Publishing, London, 1990.
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Course Name: Information Sources & Systems

Course Code: MLIS-104

Credits: 4

Course Objective:

This paper will familiarize students with the various Information sources and systems.

Course Outcomes (COs)

S. No.	Course Outcomes (COs)
1.	Acquaint themselves with the information sources and systems
2.	Comprehend the data centers, Information analysis, and referral centers
3.	To familiarize with electronic and web resources
4.	Assess the National Information Policy
5.	Assess the National and International Systems
6.	Study Global Information Systems, Resource Sharing , Library Consortium and Networks
7.	Learn about various Information Services and Information Products

BLOCK-I Information Systems and Organisations

Unit – 1 Primary, Secondary and Tertiary Sources: Definition, need and types

Unit- 2 Information Organisation as a System: Basic Concepts, Types and Characteristics of an Information System.

Unit-3 Kinds of Information System: Libraries, Documentation Centres and Information Centers

Unit -4 Data Centres, Information Analysis Centres, Referral Centres and Clearing Houses

Unit-5 Archives and Translation Pools: Functions and Services

BLOCK-II National Information Systems, Electronic and Web Sources

Unit - 6 Planning and Design of National Information System

Unit - 7 National Information Policy

Unit - 8 National Documentation Centers: NISCAIR, DESIDOC, NASSDOC, SENDOC, NDCMC, ENVIS, etc.

BLOCK-III Electronic Sources & Web Sources

Unit - 9 Electronic Sources & Web Sources: Definition, Need and types

Unit - 10 CD-ROMs and Multimedia

Unit - 11 Electronic Books, Electronic Journals and Electronic Databases

Unit - 12 World Wide Web: Services & Facilities

Unit - 13 Websites & Sources – Subject Portals, Digital Libraries, Discussion- Forum Bulletin-Boards, Consortia, Wikis, Blogs & RSS

BLOCK-IV Global Information Systems & Resource Sharing, Library Networks and Library Consortia

Unit - 14 Programmes and Activities of UNESCO, UNISIST and IFLA.

Unit - 15 INIS, AGRIS, INSPEC and MEDLARS.

Unit – 16 Programmes and Activities of INFLIBNET and DELNET

Unit - 17 CSIR E-Journals Consortium, UGC-INFONET, Digital Library Consortium

BLOCK V Information Services and Information Products

Unit - 18 Information Services: Definition, need, purpose & types

Unit - 19 Literature Search: procedure & methodology

Unit - 20 Documentation Services, Translation Services, CAS, SDI, Document

Delivery Service, Alert Services, Information, Products, Newsletter, In-house Journal, State of the Art Report, Trend, Report, etc

Recommended Books

1. Atherton, Pauline. "Handbook for information system and services", UNESCO, Paris, 1997.
2. Baman ,P. "Studies on information systems, services and programs in India and abroad", Ajanta, Delhi, 1993.
3. Barua, B P. "National policy on library and information systems and services for India: perspectives and projections", Popular Prakashan, New Delhi, 1992.
4. Burch, J G and Grudnitski, G). "Information systems: theory and practice, Wiley, Singapore, 1986.
5. Guha, B. " Documentation and its facets", The World Press, Kolkata, 1983.

Reference Books:

1. Kent, A. "Resource sharing in libraries: why, how, when next action step", Marshal Dekker, New York, 1974.
 2. Neelameghan, A) and Prasad, K N, Eds. "Information systems, networks and services in India", 2 Vols, Ranganathan Centre for Information Studies, Chennai, 1998.
 3. Rowley, J. "The basics of information system", Ed 2, Library Association, London, 1996.
 4. Vickery, B C. "Information Systems", Butterworths, Washington, 1973.
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Course Name: Print and Electronic Sources & Literature in Natural Sciences

Course Code: MLIS-105

Credits: 4

Course Objective:

This paper will familiarize students with the various print and Electronic Sources and Literature in the field of Natural Sciences.

Course Outcomes (COs)

S. No.	Course Outcomes (COs)
1.	To understand the Historical Development of Print and Electronic Resources
2.	To Comprehend the research trends in Natural Sciences
3.	To familiarize with users needs
4.	To assess and evaluate the information sources
5.	Assess the National and International Systems
6.	To study the activities the research institutions and professional organizations

BLOCK I Historical Development

Unit 1 Scope of the Discipline and its Development;

Unit 2 Research Trends in Natural Sciences: Physical

Unit 3 Research Trends in Natural Sciences: Biological Sciences

BLOCK II User Studies and Information Seeking Behaviour

Unit 4 Information Needs of Users;

Unit 5 Information Seeking Behaviour;

Unit 6 User Studies: Importance,

Unit 7 User Studies: Objectives and Types;

Unit 8 Planning User Survey;

Unit 9 Methods of User Services

BLOCK III Information Sources and Evaluation

Unit 10 Primary,

Unit 11 Secondary

Unit 12 Tertiary Sources;

Unit 13 Evaluation of Secondary Sources: Print and Electronic Resources;

BLOCK IV Databases and Internet Services

Unit 14 Networked and Distributed Databases;

Unit 15 Consortia and Subject Gateways;

Unit 16 Internet Resources and Services;

BLOCK V Activities of Research Institutions

Unit 17 Activities of Research Institutions and Professional Organizations in the Growth and Development of Natural Sciences with Particular Reference to India, UK and USA

Text and Reference Books

1. Walford, A J. "Guide to Reference Books", V.3. Ed. 4, Library Association, London, 1980.

2. Rusa Reference Guidelines. [<http://www.ala.org/ala/rusa/rusaprotools/refernceguide/guidelinesinformation.htm>]
 3. Singh, S. (1986). Reference Service in Academic Libraries in India. New Delhi: Ess Ess Publications.
 4. Kohl, D.F. (1942). Reference Services and Library Instruction: A Handbook for Library Management.
 5. Dhiman, A.K. and Rani, Y. (2005). Information and Reference Sources and Services. New Delhi: Ess Ess Publications
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Semester-II
Course Name: Academic Library System

Course Code: MLIS-201

Credits: 4

Course Objective: This paper will provide insights to students about the role of academic libraries in institutions, collection development policies and library finance.

Course Outcomes (COs):

S. No.	Course Outcomes (COs)
1.	Understand the development of academic libraries
2.	Select, acquire, organize and manage academic library collection
3.	Provide various types of library and information services
4.	Develop an understanding about role of UGC
5.	Examine the financial system and HRM process in academic libraries

BLOCK -I Academic Libraries and their Development

Unit - 1 Academic Libraries: Definition, Objectives, types and Functions

Unit - 2 History and Development of Libraries with Special Reference to India

Unit - 3 Role of UGC and UNESCO in the Development of Libraries

Unit - 4 Study of the recommendations of various Committees and Commissions with regard to Academic Libraries in India

Unit - 5 Study of Select University Libraries in India: Mangalayatan University, Aligarh Muslim University, Delhi University, Jawaharlal Nehru University

BLOCK-II Collection Development and Management & Library Organization and Administration

Unit - 6 Collection Development: Definition, need, purpose and policies

Unit - 7 Periodicals, Conference Literature, Grey Literature and Government Publication, Non-Book Materials

Unit - 8 Electronic Resources and Online Databases

Unit - 9 Organizational Structure of Academic Libraries: Sections, Book selection principles

Unit - 10 Staff Manual, Library Surveys, Statistics and Standards, etc.

BLOCK-III Information Services

Unit - 11 Information Services: Definition, need, purpose and types

Unit - 12 CAS, SDI, Abstracting and Indexing Services, Library Bulletin, Newspaper Clipping Services

Unit - 13 Resource Sharing and Networking: INFLIBNET, UGC-INFONET Digital Library, Consortium, INDEST.

BLOCK-IV Finance Management

Unit - 14 Finance: Definition, Need and purpose,

Unit - 15 Sources of Budget, types of Budgeting and Techniques, Allocation of Budget in Academic Libraries

BLOCK – V Human Resource Management and Infrastructure Planning

Unit - 16 Human Resource Management: Definition, need, purpose

Unit - 17 Nature, Size, Selection, Recruitment,

Unit - 28 Qualification and Training & Development

Unit - 19 Academic Library Buildings: Planning, basic elements in designing, Furniture and fittings.

Unit - 20 Public Relations: Need and Methods

Recommended Books

1. Baker, David, Ed. "Resource Management in Academic Libraries", Library Associations, London, 1997.
2. Brophy, Peter. The Academic Library, Library Association, London, 2000.
3. Budd, J M. "The Academic Library: The context, its purpose and its operation", Libraries Unlimited, London, 1988.
4. Chapman, Liz. "Managing acquisitions in library and information services", 2001. Library Association, London.
5. Dowler., Ed. "Gateways to Knowledge: The Role of Academic Libraries in Teaching, Learning and Research, The MIT Press, London, 1997.
6. Deshpande, K S. "University Library System in India", New Delhi, Sterling, 1985.
7. Ranganathan, S R. "School and College Libraries", Madras Library Association, Madras.

Reference Books:

1. Report of the Library Committee (1957). "University and College Libraries", New Delhi, UGC, 1965.
 2. Srivastava, S N and Verma, S. C. "University Libraries in India", New Delhi, Sterling, 1980.
 3. Jordon, Peter. "The Academic Library and its Users, Gower Publishing Limited, London, 1998.
 4. Line, Maurice B, Ed. "Academic Library Management, Library Association, London, 1990.
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Course Name: Information Storage & Retrieval

Course Code: MLIS-202

Credits: 4

Course Objective:

To enable the students to understand the concept of information storage and retrieval.

Course Outcomes (COs)

S.No.	Course Outcomes (COs)
1.	Learn the skills for preparation of Indexes/Abstracts
2.	Assess the role of National and International Abstracting/ Indexing services
3.	Understand the concept and importance of Information storage and consolidation
4.	Comprehend the concept of Vocabulary Control and construction of thesaurus
5.	Understand the use and evaluation of Information Retrieval Systems
6.	Usage the search strategies and refining of information search

BLOCK 1 Fundamental Concepts

Unit - 1 Concept, Characteristics, Objectives, Types, Operations and Design of ISAR System

Unit - 2 Compatibility of Information Storage and Retrieval Systems

Unit - 3 Information Retrieval Process and Search Strategy, Evaluation of ISAR System

Unit - 4 Vocabulary Control Tools: Classification Schedules, Subject Heading Lists and Thesaurus

BLOCK 2 Abstracting

Unit - 5 Abstracting: Definition, Types, Slant in Abstracting, Guidelines in preparing Abstracts

Unit - 6 Principles & Canons of Abstracting

Unit - 7 Study of few Internationally recognized Abstracting /Indexing Services: Sci- Finder, PUB-MED, Web of Science, Scopus

Unit - 8 Trends in IR

BLOCK 3 Subject Indexing

Unit - 9 Subject Indexing: Concept & Development

Unit - 10 Assigned Indexing, Derived Indexing: KWIC and KWOC

Unit - 11 Pre-coordinate Indexing System – Chain Indexing, PRECIS, POPSI

Unit - 12 Post Coordinate Indexing System – Uniterm

Unit - 13 Citation Indexing

BLOCK 4 Bibliographic Description

Unit - 14 Principles and Evolution of Bibliographic Description

Unit - 15 Rules for Bibliographic Description, Standards for Bibliographic Record Formats

Unit - 16 Metadata Concept, Metadata Standards: Dublin Core, MARC 21, etc.

BLOCK 5 Search Techniques and Information Retrieval

Unit - 17 Man and Machine Retrieval System

Unit - 18 Search Strategies: Boolean Operations, Proximity Search, Heuristic Search, Navigational Search, etc., Internet Searching and Meta Search Engines

Unit - 19 Data Mining, Data Harvesting and Semantic Web

Unit - 20 Knowledge Management Retrieval, Features and elements of online IR

Recommended Books

1. Aitchison, J., Gilchrist, A. and Bawden, D. "Thesaurus Construction: A Practical Manual", 4th ed. London. Aslib, 2000.
2. Chowdhury, G. G. "Introduction to Modern Information Retrieval", Library Association, London, 2004.
3. Cleveland, Donald B. and Cleveland, Ana D. "Introduction to Indexing and Abstracting", Libraries Unlimited, Colorado, 2001.
4. Ellis, D. "Progress and Problems in Information Retrieval", London. Library Association, 1996.
5. Ghosh, S. N. and Satpathi, J. N. "Subject Indexing System: Concepts, Methods and Techniques", IASLIC. Calcutta, 1998.
6. Khan, M. T. M. "Information: Organisation and Communication", Ess Ess. New Delhi, 1997.
7. Lancaster, F. Wilfred. "Vocabulary Control for Information Retrieval", Ed. 2, Information Resource Press, Arlington, 1972.
8. Lancaster, F. Wilfred. "Indexing and Abstracting in Theory and Practice", Ed. 3, University of Illinois, Urbana, 2003.
9. Chakraborty, A. R. & Chakrabarti, B. "Indexing: Principles, processes and products", Calcutta: The World Press, 1984.
10. Riaz, M. "Advanced indexing and abstracting practices", New Delhi: Atlantic publishers, 1989.

Reference Books:

1. Rowley, J. "The Basics of Information System", Ed. 2, 1996. Library Association, London, 1996.
 2. Soergel, D. "Indexing Languages and Thesauri: Construction and Maintenance", John Wiley and Sons. New York.
 3. Walker, G. and James, J. "Online Retrieval: a Dialogue of Theory and Practice", Libraries Unlimited. Englewood. London.
 4. Foskett, A. C. "Subject Approach to Information", Ed. 5., Library Association. London, 1996.
 5. Van Rijsbergen, C. J. "Information Retrieval", 2nd ed. London, Butterworth, 1979. Also available online at: <http://www.dcs.gla.ac.uk/Keith/Preface.html>
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Course Name: Information Technology (Theory)

Course Code: MLIS-203

Credits: 4

Course Objective:

To understand the various advance applications of Information Technology in libraries with the concept of library automation, planning and implementation and to study different modules of various library management software packages.

Course Outcomes (COs)

S.No.	Course Outcomes (COs)
1.	Study the library software packages for use in different types of libraries
2.	Develop an understanding of proprietary and open-source software
3.	Learn about the importance of Human Computer Interfaces and application of multimedia to libraries
4.	Knowledge about the concept of Telecommunication and Networking in general
5.	Generate awareness about various types of networks and their applications in library networks for enabling better library facilities

BLOCK I Information Technology: Basics

Unit – 1 Overview of Information Technology

Unit - 2 Computer and Communication Technology

Unit - 3 Application of Information Technology in Libraries

Unit - 4 Digital Libraries: Planning, Procedure and Implementation

BLOCK II Internet

Unit - 5 Overview of Internet and History

Unit - 6 Uniform Resource Identifiers, Hyper Text, Hyper Link, Hyper Media

Unit - 7 Internet Connectivity – Dial-up, Leased Line, ISDN, Cable Modem

Unit - 8 Internet Protocol – HTTP, HTTPS, FTP, Remote Login, Z39.50, OAIPMH

Unit - 9 Browsers and E-mail, Search Engine –Types and Evaluation

BLOCK III Human Computer interfaces & Networking

Unit - 10 Human Computer interfaces.

Unit - 11 Multimedia: Elements and its application to libraries

Unit - 12 Telecommunication and networking: Concepts, Media, Mode and Components

Unit - 13 Network Media: UTP, Optical fiber Ethernet, Network Interface Card, Hub, Router, Modem.

Unit - 14 Network types-LAN, MAN, WAN and their applications in Library Networks

BLOCK IV Library Software Packages

Unit – 15 Library Software Packages: Features and characteristics, Study of available automation softwares

Unit - 16 Study of Digital Library Software: Greenstone Digital Library Software, D-Space, E-Prints.

BLOCK V Database Management System (DMS) & System Analysis and Design (SAD)

Unit – 17 Database: Definition, Concept, Components and Types, Database Structure: Logical Data Structure, Physical Data Structure

Unit – 18 Database Management System Models- Structure – Hierarchical, Networking

Unit – 19 Systems Analysis and Design: Concept and Types

Unit - 20 Systems design and Development, Implementation & Evaluation

Recommended Books

1. Bharihoke D. “Fundamentals of Information Technology”, New Delhi. Pentagon Press, 2000.
2. Bradley, P. “The Advanced Internet Searching Handbook” 2nd ed. London, Facet, 2002.
3. Boss, R.W. " The Library Management Guide to Automation. 3rd ed. Massachusetts. G.K. Hall.
4. Rajaraman,V. “Introduction to Information Technology”, 2007. Prentice-Hall of India, New Delhi.
5. Tanenbaum, Andrew S. “Computer Networks”, 3rd Ed, New Delhi. Prentice-Hall of India, 1997.
6. Deggan, M., “Digital Future: Strategies for The Information Age. London. Facet, 2001.
7. Gorman, G.E. “Information Services in an Electronic Environment. London. Facet, 2003.
8. Gorman, G.E. “The Digital Factor in Library and Information Services”, London. Facet, 2002.
9. Haravu, L.J. “Library automation: design, principles and practice”, New Delhi. Allied, 2004.

Reference Books:

1. Lancaster, F.W. and Sandore, B. “Technology and Management in Library and Information Services” London. Library Association, 1997.
 2. Lazer, P. “Information System Design and Management”, Bangalore,Goreman,1982.
 3. Goel, A. Computer fundamentals. New Delhi: Pearson Education,2012.
 4. Marshal, F. & Kulkarni, L.G. “Computer Networking and The Internet”,(5th ed.). New Delhi: Pearson Education,2009.
 5. Black, U. “ Computer Networks: Protocols, standards and interfaces”, (2nd ed.). New Delhi: Prentice-Hall, 2003.
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Course Name: Information Technology (Practical)

Course Code: MLIS-204P

Credits: 4

Course Objective:

To provide hands-on training on standard modules of popular library automation software packages viz Libsys and KOHA.

Course Outcomes (COs)

S. No.	Course Outcomes (COs)
1.	Create database using Libsys and KOHA
2.	Familiarize with Library software package-KOHA for in-house operations
3.	Generate barcode labels and membership cards using KOHA
4.	Learn search techniques of various CD-ROM & Online Databases
5.	Create and design Web page for a Library/ Information Centre

The practical questions will be set to check IT skills in the following areas: -

Unit - 1 Database creation using software packages, Libsys and KOHA

Unit - 2 Use of Library software packages, LibSys, KOHA for in-house operations, Bar Code

Unit - 3 Generations, membership cards, machine readable catalogue cards

Unit - 4 Designing of Digital Library using D-Space

Unit - 5 Web Page Designing

Unit - 6 Syntax of HTML Document

Unit - 7 Formatting of HTML Document

Unit - 8 FrontPage

Unit - 9 Creation of Blogs

Text and Reference Books

1. Bradley, Phil. "How to Use Web 2.0 in Your Library, Facet Publishing. London, 2007.
2. Donnelly, V. "Designing easy-to-Use Websites: a Hands-on-Approach to Structuring Successful Websites", Addison-Wesley. Boston, 2000.
3. Haravu, L.J. "Library Automation: Design, Principles And Practice", New Delhi. Allied, 2004.
4. Kaul, H.K. "Library Networks: An Indian Experience", New Delhi: Virgo Publications,1999.
5. Rajaraman, V. "Fundamentals of Computers" 3rd Ed. – New Delhi. Prentice-Hall of India ,1997

Course Name: Modern Libraries

Course Code: MLIS-205

Credits: 4

Course Objective:

To understand the concept and applications of different aspects of modern libraries, collection development, planning and implementation of various library management and IR Software packages.

Course Outcomes (COs)

S. No.	Course Outcomes (COs)
1.	To study the Electronic libraries development and services
2.	To understanding scope and development of Virtual Libraries
3.	To study the Digital Libraries and Digitization tools and process
4.	To understand the preservation policies & Technologies of Digital Libraries
5.	To study the Institutional Repositories and their usage and importance.

BLOCK I Modern Libraries

Unit 1 Electronic Library Definition Concept. Development and Services;

Unit 2 Digital Library Definition, Concept, Objectives, Scope, Growth, Development and Services;

Unit 3 Virtual Libraries: Definition Concept, Objectives, Scope, Development and Services

BLOCK II Organization of Digital Libraries

Unit 4 Collection Development;

Unit 5 Image Formats, Audio Formats;

Unit 6 Storage Media Formats;

Unit 7 Digitization, Tools and Process;

Unit 8 Equipment: Scanners, Digital Camera;

Unit 9 Intellectual Property Right Issues in Digitization Copyright Infringement

Unit 10 Fair Use of Digital Information Access and Creative Commons;

BLOCK III Building Digital Libraries

Unit 11 Hardware and Software, OVR Image Editing Software;

Unit 12 Open-Source Software: D-space, E-print, Greenstone Fedora;

Unit 13 Metadata: Definition, Types, Creation, Standards;

Unit 14 Preservation Technologies;

Unit 15 Internet Security

BLOCK IV Digital Library Initiatives

Unit 16 Digital Library Initiatives Worldwide;

Unit 17 Digital Library Initiatives in India;

BLOCK V Institutional Repositories

Unit 18 Institutional Repositories: Concept, Definition and Importance, steps in Creation of Institutional Repository Institutional Repositories in India;

Unit 19 ETD Repositories Concept, Definition, Importance in Research, Initiatives in India and Worldwide

Text and Reference Books

1. Brophy, Peter. The Academic Library, Library Association, London, 2000.
 2. Haravu, L J. Library Automation Design, Principles and Practice, Allied Publishers, New Delhi, 2004.
 3. Rajaraman, V. Fundamentals of Computers. 3rd Ed. – New Delhi. Prentice-Hall of India ,1997
 4. Chowdhury, C.G. and Chowdhary. Organizing Information from the shelf to the web. London: Facet Publishing, 2007.
 5. Kumar, PSG: Computerization of Indian Libraries. Delhi, B. R. Publishing, 1987.
 6. Devrajan, G and Rahelamma, AV: Library Computerization in India. New Delhi, EssEss, 1990.
 7. Siddiqui, J. A: Information Technology Application in Libraries. New Delhi, Shree Publishers & Distributors. 2019.
 8. Sukula, Shiva: Demystifying Databases: A hands-on Guide to Database Management. New Delhi, Ess Ess Publications, 2016.
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Course Name: Dissertation

Course Code: MLIS-207

Credits: 4

Course Objective:

The main objective of the “Dissertation” is to pursue a current problem in the field of Library & Information science in order to explore its facets thoroughly to come out with solutions or ways in a scientific way.

This will prove useful to the student in applying knowledge and experience acquired during the academic session to real, live and emerging problems in the field.

The Work for Paper shall start in the beginning of the second semester for which each student will be allotted a topic for writing the Dissertation Report, which will be submitted at the end of second semester on the date to be decided by the Department. The Viva-Voce will be conducted related to the topic of Dissertation.

Text and Reference Books

1. Kothari, C.R. “Research Methodology: Methods and Techniques” 3rd rev. ed., New Age International, New Delhi, 2015.
 2. Krishan Kumar “Research methods in Library and Information Science” Rev. Ed, Har-Anand Publications, New Delhi, 1999.
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Faculty and Support Staff

The University has identified the requisite faculty and support staff as mandated by UGC and formally they shall be allocated the required positions from amongst the existing faculty exclusively for ODL mode or fresh appointments as required so, shall be initiated for which Letter of Intent have been issued to the prospective faculty and staff. The course material prepared by this university will be on par with any open university/Distance education centre in the country.

Delivery Mechanism

The ODL of MU follows a modern ICT (Information & Communication Technology) enabled approach for instruction. The methodology of instruction in ODL of MU is different from that of the conventional/regular programs. Our ODL system is more learner-oriented and the learner is an active participant in the teaching-learning process. ODL of MU academic delivery system comprises:

A. Print Material:

The printed material of the programme supplied to the students will be unit wise for every course.

B. Counselling Sessions

Normally, counselling sessions are held as per a schedule drawn beforehand by the Subject Coordinator. There will be 6 counselling/ contact classes for 4 credit courses will be held on the campus on Saturday and on Sunday of 2-hour duration for each course in face-to-face mode (In case of 2 credit course contact hours are required 6 hours and in case of 6 credit course contact hours required 18 hours). Contact classes will be held in the campus on Saturdays and on Sundays.

C. Medium of Instruction

Medium of Course Instruction: English

Medium of Examination: English

Student Support Systems

Universities study Centres or Learner Support Centre shall be headed by a coordinator, not below the rank of Assistant professor and shall be augmented with academic and non-academic staff depending on the learner.

The university has made appropriate arrangements for various support services including counselling schedule and resource-oriented services evaluation methods and dates both on and off line modes for easy and smooth services to the students of distance mode.

At present the university have only one study centre on the campus. The institution is not promoting any study centres outside the campus. All student support services will be provided to the student through a single window method/mode onsite and online.

F. Procedure for Admissions, Curriculum, Transaction and Evaluation

Admission Process

Admission to the M.L.I.Sc. Programme will be done on the basis of screening of candidate's eligibility on first come first serve basis. The University will follow the reservation policy as per norms of the Government. An Admission shall not be a right to the students and ODL of MU shall retain the right to cancel any admission at any point of time if any irregularity is found in the admission process, eligibility etc.

Maximum Duration

- A. The maximum duration of the M.L.I.Sc. Programme is two years. Thereafter, students seeking completion of the left-over course(s) will be required to seek fresh admission.
- B. The student can complete his/her programme within a period of 2 years failing which he/she shall seek fresh admission to complete the programme.

Eligibility

Any Degree in B.L.I.Sc./equivalent from a recognised University is eligible for admission into M.L.I.Sc. programme.

Fee Structure

Name of the Program	Degree	Duration	Year	Registration Fee	Tuition Fee/Year	Exam Fee/Year	Total (in Rs.)
Master of Library and Information Science (M.L.I.Sc.)	PG	1-2 Years	1	1500	14000	2000	17500

Activity Schedule

S.NO.	Name of the Activity	Tentative months schedule (specify months) during year			
		From (Month)	To (Month)	From (Month)	To (Month)
1	Admission	Jul	Sep	Jan	Mar
2	Assignment submission (if any)	Sep	Oct	Mar	Apr
3	Evaluation of Assignment	Oct	Nov	Apr	May
4	Examination	Dec	Dec	Jun	Jun
5	Declaration of Result	Jan	Jan	Jul	Jul
6	Re-registration	Jul	Jul	Jan	Jan
7	Distribution of SLM	Jul	Sep	Jan	Mar
8	Contact Programmes (counselling, Practicals.etc.)	Sep	Nov	Mar	May

Credit System

MU, DDOE proposes to follow the 'Credit System' for most of its programs. Each credit amounts to 30 hours of study comprising all learning activities. Thus, a 8 credit course requires 240 hours, 6 credit course requires 180 hours, 4 credit course requires 120 hours and 2 credit course requires 60 hours of study. This helps the student to understand the academic effort to complete a course. Completion of an academic programme requires successful clearing of both, the assignments and the term-end examination of each course in a programme.

Duration of the Programme	Credits	Name of The Programme	Level of The Programme
1 Yr.	44	M.L.I.Sc.	PG

Assignments

Distance Education learners have to depend much on self-study. In order to ascertain the writing skill and level of comprehension of the learner, assignment work is compulsory for all learners. Each assignment shall consist of a number of questions, case studies and practical related tasks. The Assignment Question Papers will be uploaded to the website within a scheduled time and the learners shall be required to respond them within a specified period of time. The response of the learner is examined by a faculty member.

Evaluation: The evaluation system of the programme is based on two components:

- A. Continuous Evaluation in the form of assignments (weightage 30%):** This Component carries a weightage of 30%. There will be at least one graded assignment and test per course. These assignments are to be submitted to the Co-ordinator of the DDOE/Study Centre to which the student is assigned or attached with.
- B. Term-end examination (weightage 70%):** This will be held twice every year in the months of June and December. The students are at liberty to appear in any of the examinations conducted by the University during the year. A student will be allowed to appear in the Term-End Examination only after she/he has registered for that course and submitted the assignment. For appearing in the Examination, every student has to submit an Examination form through online (www.mangalayatan.in)/ or offline before the due dates as given in the schedule of operations. If a student misses any term-end examination of a course for any reason, s/he may appear for any of them or all the courses subject to the maximum of 8 courses in the subsequent term-end examinations. This facility will be available until a student secures the minimum pass grade in the courses but up to a maximum period of four semesters, since the date of registration of the course is valid for four semesters. Beyond this period s/he may continue for another four semesters by getting Re-registration by paying fee again. In that case, the score of qualified assignments and/or term-end examination will be retained and the student will be required to complete the left-out requirements of such re-registered courses. Minimum requirement for passing the course will be 40% marks.

G. Laboratory Support and Library Resources

The library of Mangalayatan University aims to empower the teaching mission and intellectual culture of the community through availability through an organized collection of information as well as instruction in its access, relevance and evaluation.

The University Library enriches advance learning and discovery by providing access to a broad array of resources for education, research and creative work to ensure the rich interchange of ideas in the pursuit of knowledge.

The Directorate of Distance Education of Mangalayatan University has initiated the process of setting up a dedicated Library for ODL program and acquiring printed books and e-books for this purpose. The required International and National subject journals are also provided. We have a full functioning community radio service onboard (90.4 FM). We already have annual journal subscriptions and the capacity can be enlarged at later stages as the University lines up with more online journals.

The collection of the library is rich and diverse especially in terms of the breadth and depth of coverage. Collection encompasses subjects in Management, Commerce, Information Technology, Computer Applications, and other allied areas. This collection further includes Books, Research Journals, Project Reports/Dissertations and online Journals.

The University has well equipped Computer Laboratories, Lecture Capturing Systems, Audio Video facilities, ICT enabled class rooms, Wi-Fi facilities etc.

H. Cost estimate of the Programme and the provisions

Initial expenses have been done by the University in terms of provision of infrastructure, manpower, printing of Self Study Material etc. The University intends to allocate expenses out of the total fee collection as per following details:

a) SLM Development and Distribution	:	20%
b) Postal and ICT Expenses	:	10%
c) Salary and other administrative expenses	:	60%
d) Future Research development reserve	:	10%

Once programmes are operational, the programme budget from fee receipts will be planned as per the guidelines of University Grants Commission.

I. Quality Assurance

The University has established the Centre for Internal Quality Assurance (CIQA) in the University campus. The CIQA will monitor and maintain the quality of the ODL programmes. It has the following objectives in making the compliances of quality implementations.

Objectives

The objective of Centre for Internal Quality Assurance is to develop and put in place a comprehensive and dynamic internal quality assurance system to ensure that programmes of higher education in the Open and Distance Learning mode and Online mode being implemented by the Higher Educational Institution are of acceptable quality and further improved on continuous basis.

Functions of CIQA

The functions of Centre for Internal Quality Assurance would be following

- 1) To maintain quality in the services provided to the learners.
- 2) To undertake self-evaluative and reflective exercises for continual quality improvement in all the systems and processes of the Higher Educational Institution.
- 3) To contribute in the identification of the key areas in which Higher Educational Institution should maintain quality.
- 4) To devise mechanism to ensure that the quality of Open and Distance Learning programmes and Online programmes matches with the quality of relevant programmes in conventional mode.
- 5) To devise mechanisms for interaction with and obtaining feedback from all stakeholders namely, learners, teachers, staff, parents, society, employers, and Government for quality improvement.
- 6) To suggest measures to the authorities of Higher Educational Institution for qualitative improvement.
- 7) To facilitate the implementation of its recommendations through periodic reviews.
- 8) To organize workshops/ seminars/ symposium on quality related themes, ensure participation of all stakeholders, and disseminate the reports of such activities among all the stakeholders in Higher Educational Institution.
- 9) To develop and collate best practices in all areas leading to quality enhancement in services to the learners and disseminate the same all concerned in Higher Educational Institution.
- 10) To collect, collate and disseminate accurate, complete and reliable statistics about the quality of the programme(s).
- 11) To ensure that Programme Project Report for each programme is according to the norms and guidelines prescribed by the Commission and wherever necessary by the appropriate regulatory authority having control over the programme;

- 12) To put in place a mechanism to ensure the proper implementation of Programme Project Reports.
- 13) To maintain a record of Annual Plans and Annual Reports of Higher Educational Institution, review them periodically and generate actionable reports.
- 14) To provide inputs to the Higher Educational Institution for restructuring of programmes in order to make them relevant to the job market.
- 15) To facilitate system-based research on ways of creating learner centric environment and to bring about qualitative change in the entire system.
- 16) To act as a nodal coordinating unit for seeking assessment and accreditation from a designated body for accreditation such as NAAC etc.
- 17) To adopt measures to ensure internalization and institutionalization of quality enhancement practices through periodic accreditation and audit.
- 18) To coordinate between Higher Educational Institution and the Commission for various quality related initiatives or guidelines.
- 19) To obtain information from other Higher Educational Institutions on various quality benchmarks or parameters and best practices.
- 20) To record activities undertaken on quality assurance in the form of an annual report of Centre for Internal Quality Assurance.
- 21) It will be mandatory for Centre for Internal Quality Assurance to submit Annual Reports to the Statutory Authorities or Bodies of the Higher Educational Institution about its activities at the end of each academic session. A copy of report in the format specified by the Commission, duly approved by the statutory authorities of the Higher Educational Institution shall be submitted annually to the Commission.

After enrolling in Master of Library and Information Science (M.L.I.Sc.) Programme of Mangalayatan University in ODL mode, student will be able to make a career as information professionals in a variety of roles and settings. Students demonstrate knowledge in information organization and presentation as well as systems for organizing information and facilitating information access by describing and/or proposing valid solutions to typical professional problems in these areas.



Registrar
Mangalayatan University
Beswan, Aligarh