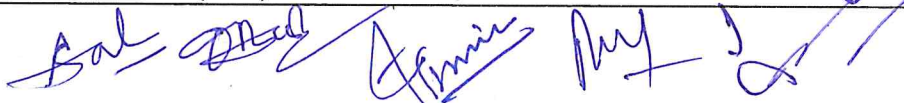


FOUR YEAR UNDERGRADUATE PROGRAM (2024–28)
Department of Commerce and Management

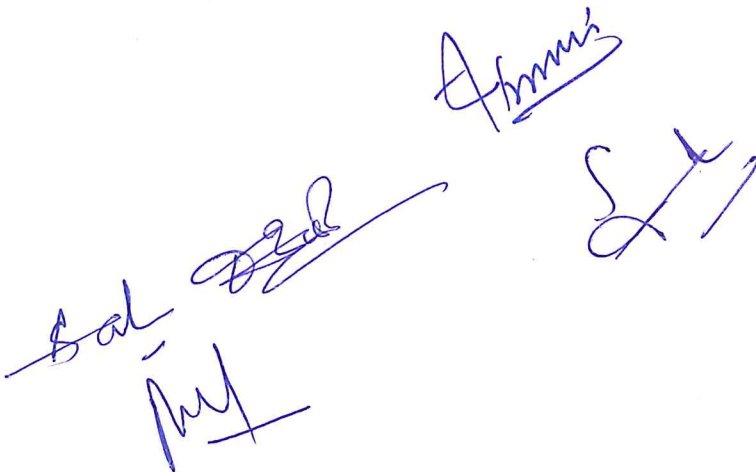
COURSE CURRICULUM

PART-A: Introduction			
Program: Bachelor in Business Administration <i>(Certificate / Diploma / Degree/Honors)</i>		Semester-I	Session:2024-2025
1	CourseCode	BBSC-01	
2	CourseTitle	Principles of Management	
	CourseType	Discipline Specific Course (DSC)	
4	Pre-requisite(if,any)	Asper requirement	
5	CourseLearning Outcomes(CLO)	<ul style="list-style-type: none"> ➤ The students will understand concepts, rules or procedures of Principles of Management. ➤ Improve their cognitive thinking. ➤ The students will learn proficient and effective use of knowledge and ability in performance.. 	
6	CreditValue	4Credits	Credit=15Hours-learning&Observation
7	TotalMarks	Max.Marks: 100	MinPassingMarks: 40
PART-B: ContentoftheCourse			
TotalNo.of Teaching–learningPeriods(01 Hr.perperiod)– 60Periods(60 Hours)			
Unit	Topics(Coursecontents)		No.of Period
I	Introduction: Concept, Nature, Process and Significance of Management, Role, Function and Responsibility of Management, Management Thought; Classical and Neo-classical system; Concept Approaches. (Learning through experience in Chhattisgarh area.)		15
II	Planning: Concept of Planning, Characteristics of Planning, Steps in Planning Process; Benefits and Limitations of Planning, Types of Planning, Objective, Strategies, Policies, Environment analysis and diagnosis; Strategy formulation search for advantages and business possibilities in Chhattisgarh.		15
III	Organizing : Concept, nature, process and significance; authority and resident relationship; Centralization and Decentralization; Departmentalization, Organization structure – forms and contingency factors. Decision making: Features of Decision making, Role of Decision making in Management, Types of Managerial Decision, Steps in Decision making process, Decision techniques; Principles of Decision making.		15
IV	Controlling and Budgeting: Nature of Control, Relationship between Planning and Control, Need for Control; Significance and Limitations of Control, Types of Control, Process of Control; Budgetary Control, Performance Budgeting; Zero Based Budgeting; Management Audit; Networks Techniques.		15
Keywords	<i>Management, Planning, Organising, Decision Making, Controlling and Budgeting.</i>		
PART-C: LearningResources			
TextBooks,ReferenceBooksand Others			
TextBooksRecommended –			
1. Drucker Peter F: Management Challenges for the 21 st century; Butterworth Heinemann.			
2. Wehrich and Koontz, Essentials of Management; Tata Mc Graw Hill, New Delhi.			
3. P.C. Tripathi : Principles of Management Mc Graw Hill Education 6 thedition.			
4. Terry and Frankin; Principles of Management; AITBS, New Delhi.			
5. M.Gupta: Principles of Management; Motilal U.K. Books of India New Delhi			
Online Resources–			
https://www.kopykitab.com/			
https://www.hitbullseye.com/grad-			
PART-D:AssessmentandEvaluation			
Suggested Continuous Evaluation Methods:			
Maximum Marks:		100Marks	
ContinuousInternalAssessment(CIA):		30Marks	
EndSemesterExam(ESE):		70 Marks	



Continuous Internal Assessment (CIA): (By Course Teacher)	Internal Test/Quiz-(2):20&20 Assignment/Seminar- 10 Total Marks- 30	Better marks out of the two Test/ Quiz + obtained marks in Assignments shall be considered against 30 Marks
End Semester Exam (ESE):	Two section – A & B Section A: Q1. Objective – 10x1=10 Mark; Q2. Short answer type – 5x4=20 Marks Section B: Descriptive answer type qts., 1 out of 2 from each unit – 4x10=40 Marks	

Name and Signature of Convenor & Members (CBoS):



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