



# **JAI HIND COLLEGE**

Basantsing Institute of Science & J. T. Lalvani College of Commerce  
and Sheila Gopal Raheja College of Management.

*Empowered Autonomous*

"A" Road, Churchgate, Mumbai - 400 020, India

**Affiliated to  
University of Mumbai**

**Program: Bachelor of Business Administration  
(Honours)  
in COLLABORATION WITH  
TCS**

**Choice Based Credit System (CBCS) under NEP-2020  
with effect from the academic year 2023-2024**

**Syllabus as approved by Statutory Committees**

LOCF Document

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## Preamble

Due to the widening gap between educational institutions and the requirements of the Industry, there is a necessity to ensure that education reflects changing work tasks and employment structures. In an era defined by rapid economic changes and global interconnectedness, the Bachelor of Business Administration program stands as a gateway to a world of opportunity and leadership. BBA program is dedicated to preparing the next generation of business professionals and innovators for the challenges and opportunities. We believe that effective leadership, a solid foundation in business principles, and a commitment to ethical practices are essential for success in today's dynamic business environment.

This program blends Industry Exposure with Academic Knowledge and is intended to prepare ready to be employed Business Graduates . The program is designed to provide students with a comprehensive and cutting-edge education in business, covering a wide spectrum of disciplines, from finance to marketing, from entrepreneurship to management. Through a blend of rigorous academic coursework, hands-on experiential learning, and a focus on critical thinking, problem-solving, and communication skills, it empowers students to excel in their careers and make a meaningful impact on the world of business. We are dedicated to fostering a diverse and inclusive community of learners, where collaboration, creativity, and ethical integrity are celebrated. Our mission is to develop well-rounded graduates who not only possess a deep understanding of business concepts but also demonstrate leadership, adaptability, and a commitment to ethical and responsible business practices. As a student of BBA program, learner will embark on a transformative educational journey that will prepare learner to navigate the complexities of the business world, embrace innovation, and contribute positively to the organizations and communities they serve. We are committed to learner success and look forward to supporting them in their growth as they embark on this exciting academic and professional adventure.

This programme is designed in collaboration with Tata Consultancy Services (TCS) - facilitates students to conveniently pursue careers in sectors like Banking, Insurance, Financial Services, Retail , Marketing, finance etc.

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## **I. Programme Outline**

MoU with Tata Consultancy Services Ltd., brings the real world to the classroom. This is a uniquely designed program to create a full-fledged corporate oriented professional which is first of its kind in India. The curriculum of this course is specially designed based on the industry requirements, giving ample opportunities for placement. The following TCS designed electives will equip students with relevant skills to manage business processes apart from relevant concepts in management:

- Finance & Accounting for Business Process Services
- Banking for Business Process Services
- Insurance for Business Process Services
- Capital Markets for Business Process Services
- Market Research and Retail
- Campus to Corporate Transition
- Managing Business Processes – I
- Managing Business Processes - II

## **GOALS OF THE PROGRAMME**

1. To provide conceptual knowledge and application skills in the domain of Commerce & management studies.
2. To provide knowledge and skills in almost all areas of business to be able to meet expectations of business and to handle basic business tasks, thus equipping student to take up jobs in different sectors of commerce, trade and industry.
3. To sharpen the students' analytical and decision making skills.
4. To provide a good foundation to students who plan to pursue professional Programs.
5. To facilitate students to acquire skills and abilities to become competent and competitive in order to be assured of good careers and job placements.
6. To develop entrepreneurship abilities and managerial skills in students so as to enable them to establish and manage their own business establishments effectively.
7. To develop ethical Business professionals with a broad understanding of Business from an interdisciplinary perspective

## **Key Features**

- The exclusive feature of this Programme is the integration of subjects specially prepared by industry experts to incorporate the implementation of analytical and decision making skills.

- The Programme is taught by faculty who would be trained by these industry experts. The faculty would undergo several “Train the trainer” initiatives for this purpose.
- Due to the hands-on experience and training in critical thinking and practical skills, students are very well equipped to pursue careers in ITeS and other business sectors.
- The industry-academia interface allows for a seamless transition into the workplace.
- In the fifth semesters students undertake an exclusive “Campus to Corporate” paper, to train them to enter the practical business environment.

## II. Credit Framework- BBA

MAJOR- Business Administration

MINOR- Business Process Management in collaboration with TCS

### SEMESTER I

#### Types of courses

Sr No.	Type	COURSE TITLE
1	<u>Discipline Specific Core Courses</u> Major	Management concepts and practices
2	<u>Minor Courses</u>	Banking for Business Process Management
3	<u>Open Elective Courses</u>	Fundamentals of law-1
4		Inferential statistics
5	<u>Vocational Skill Elective Courses</u>	Office Automation and Web Designing for Business
6	<u>Skill Enhancement Elective Courses</u>	Analysis of Financial Accounts
7	<u>Ability Enhancement Courses</u>	Business Communication
8	<u>Value Education Courses</u>	Understanding India- Human rights
9	<u>Indian Knowledge System</u>	Indian Knowledge tradition

## Credit structure

Sr No.	Type	COURSE CODE	COURSE TITLE	CREDIT
1	Major	JUMGBA-DSC101	Management concepts and practices	4
2	Minor	JUMGBA-MIN101	Banking for Business Process Management	4
3	Open Elective	JUMGBA-OE101	Fundamentals of law-1	2
4		JUMGBA-OE102	Inferential statistics	2
5	VSC	JUMGBA-VSC101	Office Automation and Web Designing for Business	2
6	SEC	JUMGBA-SEC101	Analysis of Financial Accounts	2
7	AEC	JUMGBA-AEC101	Business Communication - I	2
8	VEC	JUMGBA-VEC101	Understanding India- Human rights	2
9	IKS	JU-IKS-GEN101	Indian Knowledge tradition	2
TOTAL				22

## SEMESTER II

### Type of course

Sr No.	Type	COURSE TITLE
1	<b><u>Discipline Specific Core Courses</u></b> -Major	Principles of Marketing
2	<b><u>Minor Courses</u></b>	Retail and Market Research in Business Process Management
3	<b><u>Open Elective Courses</u></b>	Fundamentals of law-II
4		Applied Mathematics

5	<b><u>Vocational Skill Elective Courses</u></b>	Advance Excel and Database Management for Business
6	<b><u>Skill Enhancement Elective Courses</u></b>	Cost accounting elements , techniques and evaluation
7	<b><u>Ability Enhancement Courses</u></b>	Business Communication
8	<b><u>Value Education Courses</u></b>	EVS
9	<b><u>Co-Curricular courses</u></b>	Yoga/ fitness/cultural activities etc

#### Credit structure

Type	COURSE CODE	COURSE TITLE	CREDIT
Major	JUMGBA-DSC201	Principles and Practices of Marketing	4
Minor	JUMGBA-MIN201	Retail and Market Research	4
Open Elective	JUMGBA-OE201	Fundamentals of law-II	2
	JUMGBA-OE202	Applied Mathematics	2
VSC	JUMGBA-VSC201	Advance Excel and Database Management for Business	2
SEC	JUMGBA-SEC201	Cost accounting elements , techniques and evaluation	2
AEC	JUMGBA-AEC201	Business Communication- II	2
VEC	JUMGBA-VEC201	EVS	2
CC		Yoga/ fitness/cultural activities	2
Total credit			22



### **III. Learning Outcome-based Approach**

#### **Program Outcome**

- PO1.** Demonstrate an understanding of every dimension of business & to analyse the character of the future business environment.
- PO2.** Propose and implement appropriate decisions in all areas of business management including finance, marketing and operation.
- PO3.** Demonstrate the diverse knowledge of business and corporate laws and their applicability in business, finance and audit.
- PO4.** Apply the competencies and creativity required to undertake entrepreneurship as a desirable and feasible career option.
- PO5.** Develop broad-based business skills and knowledge, development of general and specific capabilities to meet the current and future expectations of the business, industry and economy, at the national and global level.
- PO6.** Appreciate the significance of sustainable development.
- PO7.** Achieve higher levels of proficiency and self-actualization through the pursuit of life-long learning.
- PO8.** Create, select and apply appropriate techniques, resources, modern management to complex management activities with an understanding of the limitations.
- PO9.** Exhibit the competencies required to undertake Business Process Management as a viable career option.

#### **Program Specific Outcomes (PSOs)**

- PO10-** Demonstrate adequate preparation for career development through the acquisition of a solid foundation in the ITES industry.
- PO11-** Apply the competencies and creativity required to undertake Business Process Management as a desirable and feasible career option

#### **IV. Graduate Attributes**

A career in Business Administration is especially suitable for people with an entrepreneurial flair and those who have good communication skills. The Bachelor of Business Administration with specialization in Business process management aims at preparing students to succeed in the global business environment. The program focuses on providing students with business concepts of the international community. The coursework deals with management techniques that are applied to overseas firms and corporations. Students develop understanding of what factors affect a global firm. Topics studied include strategic planning, trade policies, culture diversification, public policy, and marketing. The degree program enables students to analyze the international market scenario, where they can skillfully recognize business opportunities and learn how to exploit them profitably. BBA graduates will display the much needed and holistic attributes, including:

**Disciplinary knowledge:** Capable of demonstrating comprehensive knowledge of Business Administration and understanding business process management that form a part of an undergraduate programme of study. Have a broad body of knowledge in business management concepts, current practices in a global business environment and emerging technologies to support, sustain and innovate business.

**Communication Skills:** Appreciate diversity to communicate effectively in international and cross-cultural contexts, and facilitate collaborative professional partnerships

**Critical thinking:** Capable of applying analytic thought and evaluation .

**Problem solving:** Attain problem-solving, decision making and critical thinking skills to provide viable solutions for business problems.

**Analytical reasoning:** Ability to evaluate the reliability and relevance of evidence; identify logical flaws and holes in the arguments of others; analyze and synthesize data from a variety of sources; draw valid conclusions and support them with evidence and examples, and address opposing viewpoints.

**Research-related skills:** Acquire qualitative and quantitative skills to consolidate, synthesize, and analyze business information.

**Team work:** Have the ability to work and collaborate as a team member and contribute to achieving team goals. Demonstrate the ability to responsibly collaborate with others to effectively disseminate learning/project/research outcomes to a variety of audiences using highly developed communication skills and work productively within a team of experts in the field.

**Reflective thinking:** Critical sensibility to lived experiences, with self-awareness and reflexivity of both self and society.

**Information/digital literacy:** Capability to use ICT in a variety of learning situations, demonstrate ability to access, evaluate, and use a variety of relevant information sources; and use appropriate social media tools for solving business problems.

**Self-directed learning:** Ability to work independently, identify appropriate resources required for a project, and manage a project through to completion.

**Multicultural competence:** Appreciate diversity to communicate effectively in international and cross-cultural contexts, and facilitate collaborative professional partnerships.

**Moral and ethical awareness/reasoning:** Define, explain and illustrate the foundations of business ethics, and in preparing for citizenship, both local and global. Recognise, explain and illustrate the importance of ethical conduct and resolve ethical issues in business. Appreciating environmental and sustainability issues; and adopting objective, unbiased and truthful actions in all aspects of work.

**Leadership readiness/qualities:** Capability for mapping out the tasks of a team or an organization, and setting direction, formulating an inspiring vision, building a team who can help achieve the vision.

**Lifelong learning:** Ability to acquire knowledge and skills, including 'learning how to learn', that are necessary for participating in learning activities throughout life, through self-paced and self-directed learning aimed at personal development, meeting economic, social and cultural objectives, and adapting to changing trades and demands of work place through knowledge/skill development/reskilling.

## V. Program Objectives

- To provide students with experience in integrating the concepts and techniques from the various functional areas of business and generating solutions for contemporary business problems.
- To create awareness about the industry environment and demonstrate a thorough understanding of the internal structures and processes of businesses at multinational level.
- To demonstrate competence in applying the tools and techniques of business management in the major domains of business process industry.
- To identify, articulate and disseminate core organizational values and to propose feasible solutions for the ethical, global and social issues of various business options for all stakeholder groups.
- To transform the students to play a leading role in the community.
- To sharpen the students' analytical, critical thinking and decision making skills.
- To facilitate students to acquire skills and abilities to become competent and competitive in order to be assured of good careers and job placements.
- To develop entrepreneurship skills in students so as to enable them to establish and manage their own business establishments & start their venture effectively.
- To develop ethical Business professionals with a broad understanding of Business from an interdisciplinary perspective.

## **Program Educational Objectives (PEO)**

BBA – (Industry Integrated ) program will produce graduates who will be able to:

1. Be competent, creative and highly valued professionals in the industry, academia or government.
2. Be flexible and adaptable in the workplace, possess the capacity to embrace new opportunities of emerging technologies, leadership and teamwork opportunities- all affording sustainable management careers.
3. Continue their professional development by obtaining advanced degrees in Management or other professional fields.
4. Act with global, ethical, societal, ecological and commercial awareness, as is expected of practicing management professionals.
5. Adapt to a rapidly changing environment with learned and applied new skills, become socially responsible and value driven citizens, committed to sustainable development.

## **VI. Teaching Pedagogy**

A variety of teaching and learning techniques are employed to impart knowledge and skills to students . Lectures, case analysis, simulation games and exercises, syndicates, group discussions and practical project work are commonly used to develop conceptual, analytical and decision making skills and to prepare the students to face the challenges of the complex business and organizational environment.

### **Live Projects:**

Though classroom learning is given , students are required to undertake a number of practical projects in the different courses of the programme for which the information gathered from business/industry is analyzed and presented in the form of reports and presentations.

### **Internships**

While exposing the students to the theories and concepts of modern management, no efforts are spared to develop a practical orientation in them. Students will be required to undertake practical training in an organization. Each student is selected by a reputed company and given a practical assignment. The student works under the guidance of a senior manager in the organization and submits a report to the organization.

### **Case Method:**

The case method of learning is one of the most used pedagogical approaches. Almost all courses have sessions structured around case studies. Learning through the case method entails discussion of real-life decision scenarios faced by business executives. The instructor acts as a lead discussant and facilitator. Students learn from their peers who add to discussion through their varied experiences. In addition to the concepts that are learnt

through the discussion, students also learn key managerial skills such as analytical thinking, listening and persuasion through this method.

### **SIMULATIONS AND EXPERIENTIAL EXERCISES:**

Students learn from hands-on experiential exercises. Few courses are entirely based on simulation of a company's strategy formulation and execution is also being offered. The use of spreadsheets to visualize information and to analyze different scenarios enhances conceptual understanding and will enable the students to make decisions based on data and careful analysis.

### **GUEST LECTURES FROM PRACTICING PROFESSIONALS:**

The course instructors are encouraged to invite practicing professionals from industry to deliver sessions as part of courses and share cutting edge industry knowledge and practice. Most courses have two sessions delivered by Industry Experts. This is in addition to the other opportunities students have to learn from practicing managers such as institute events, Insight Guest Lecture Series conducted by the institute,

### **LEARNING FROM MOVIES:**

Some instructors have used movies/documentaries as part of their courses. Through vivid and easily understood depictions, movies enable students to empathize with the business and moral dilemmas faced by characters and plots.

## **VII. Assessment Methods / Evaluation Scheme**

An attempt is made to assess the students' performance through a continuous system of tests, quizzes, and semester-end examinations to ensure highest academic standards as well as practical orientation.

Evaluation for the BBA programme consists of two components, viz. Continuous Assessment (CA) and Semester End Examination (SEE) with the weightage of 50% and 50% respectively. Continuous Assessment (CA) includes Test /Quiz /Assignment / Presentation /Project / Research article /Seminar etc. The End Semester Examination will be conducted at the end of each semester. The duration and maximum marks for the Semester End Examination of 4 credit is 2 hours . The duration and maximum marks for the Semester End Examination of 2 credit is 1 hour applicable for Major, Minor, OE and AEC.

To pass a course a student has to score a minimum of 40% of the total marks assigned to each component i.e. the student has to score 40 % or more in CA (continuous assessment ) and 40 % or more in semester end examination (SEE) separately.

	<b>Credit</b>	<b>Total marks</b>	<b>SEE</b>	<b>Duration (in hours) for SEE</b>	<b>Multiple Continuous assessment (CA ) During the semester*</b>
<b>MAJOR</b>	<b>4</b>	<b>100</b>	<b>50</b>	<b>2</b>	<b>50</b>
<b>MINOR</b>	<b>4</b>	<b>100</b>	<b>50</b>	<b>2</b>	<b>50</b>
<b>OE</b>	<b>2</b>	<b>50</b>	<b>25</b>	<b>1</b>	<b>25</b>
<b>AEC</b>	<b>2</b>	<b>50</b>	<b>25</b>	<b>1</b>	<b>25</b>
<b>SEC**</b>	<b>2</b>	<b>50</b>			<b>25</b>
<b>VEC*</b>	<b>2</b>	<b>50</b>			<b>50</b>
<b>IKS*</b>	<b>2</b>	<b>50</b>			<b>50</b>
<b>VSC**</b>	<b>2</b>	<b>50</b>			<b>25</b>

\*Multiple assessments to be conducted during the semester

\*\*Skill based assessment at the end of the semester for 25 marks.

## VIII. SYLLABUS

FIRST YEAR BACHELOR OF BUSINESS ADMINISTRATION  
(BBA)in collaboration with TCS  
As per NEP with effect from 2023-24

### Major course

<b>Course Code:</b> <b>JUMGBA-DSC101</b>	<b>Course Title: Management Concepts and Practices</b>	<b>Credits: 4</b> <b>Lectures/Week: 4</b>
<b>Course description</b>	This course provides a comprehensive exploration of modern business management, including topics like management fundamentals, social responsibilities, leadership theories, and decision-making techniques. It also addresses contemporary issues like technology's impact on organizations and global management practices. Through case studies, students gain practical insights into domestic and international corporations, management styles, diversity management, and best practices. This course equips learners with essential skills for effective management in today's dynamic business environment.	
<b>Learning objectives</b>	<ul style="list-style-type: none"> <li>● Understand management fundamentals, including nature, social responsibilities, and managerial roles.</li> <li>● Develop essential skills: planning, decision-making, and policy formulation.</li> <li>● Explore organizing principles, including structure, authority, delegation, and tech impact.</li> <li>● Gain insights into leadership and motivation theories, developing leadership skills.</li> </ul>	
<b>Course Outcomes</b>	<p>Upon the completion of the course students will be able to</p> <p>CO1. Demonstrate comprehensive understanding of management principles for effective social responsibility analysis.</p> <p>CO2. Acquire practical managerial skills, preparing for diverse leadership roles.</p> <p>CO3. Design effective structures, considering tech and cultural trends.</p> <p>CO4. Demonstrate leadership competence, motivating teams, managing diversity, and fostering innovation.</p>	
	<b>THEORY</b> <b>Application Based Learning</b>	<b>Total no. lectures: 60</b>
<b>Sub Unit</b>	<b>Unit – I</b>	<b>15 Lectures</b>

1.	a) Nature of Management - Social Responsibilities of Business - Manager and Environment Levels in Management - Managerial Skills - Planning - Steps in Planning Process - Scope and Limitations - Short Range and Long-Range Planning - Flexibility in Planning - Characteristics of a sound Plan - Management by Objectives (MBO) - Policies and Strategies - Scope and Formulation - Decision Making - Techniques and Processes.	
2.	CASELET	
	<b>Unit – II</b>	<b>15 Lectures</b>
1.	a) Organising - Organisation Structure and Design - Authority and Responsibility Relationships - Delegation of Authority and Decentralisation - Interdepartmental Coordination - Emerging Trends in Corporate Structure, Strategy and Culture - Impact of Technology on Organisational design - Mechanistic vs Adoptive Structures - Formal and Informal Organisation.	
2.	CASELET	
	<b>Unit – III</b>	<b>15 Lectures</b>
1.	a) Leading i. Early Leadership Theories: Leadership Traits and behaviour ii. Contingency Theories: Fiedler’s Model, Hersey, and Blanchard’s Situational Leadership iii. Contemporary Views of Leadership iv. Leadership Issues in 21st Century v. Leadership skills and qualities	
2.	b) Motivation: i. Contemporary Theories of Motivation: Goal setting Theory, Reinforcement Theory, Equity Theory, Expectancy Theory ii. Current Issues in Motivation	
3.	CASELET	
	<b>Unit – IV</b>	<b>15 Lectures</b>



1.	<p>Comparative Management Styles and approaches - Japanese Management Practices Organizational Creativity and Innovation - Management of Innovation - Benchmarking - Best Management Practices across the world.</p> <p>Cases of Domestic &amp; International Corporations - Management of Diversity</p>
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2.	CASELET
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<p><b>Evaluation Scheme</b></p> <p>Evaluation for the BBA programme consists of two components, viz. Continuous Assessment (CA) and Semester End Examination (SEE) with the weightage of 50% and 50% respectively. Continuous Assessment (CA) of 50 marks will include Test /Quiz /Assignment / Presentation /Project / Research article /Seminar etc. The End Semester Examination will be conducted at the end of each semester.</p> <p>Continuous assessment (CA): 50 marks Semester End Examination( SEE)-50 Marks</p> <p><b>SEE</b></p> <table border="1" style="width: 100%; border-collapse: collapse; text-align: center;"> <thead> <tr> <th>Unit</th> <th>Knowledge</th> <th>Understanding</th> <th>Application</th> <th>Total Marks</th> </tr> </thead> <tbody> <tr> <td>I</td> <td>2</td> <td>3</td> <td>7</td> <td>12</td> </tr> <tr> <td>II</td> <td>3</td> <td>2</td> <td>7</td> <td>12</td> </tr> <tr> <td>II</td> <td>2</td> <td>3</td> <td>8</td> <td>13</td> </tr> <tr> <td>IV</td> <td>3</td> <td>2</td> <td>8</td> <td>13</td> </tr> <tr> <td>Total Marks Per Objective</td> <td>10</td> <td>10</td> <td>30</td> <td>50</td> </tr> <tr> <td>% Weightage</td> <td>20%</td> <td>20%</td> <td>60%</td> <td></td> </tr> </tbody> </table>		Unit	Knowledge	Understanding	Application	Total Marks	I	2	3	7	12	II	3	2	7	12	II	2	3	8	13	IV	3	2	8	13	Total Marks Per Objective	10	10	30	50	% Weightage	20%	20%	60%	
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<b>References:</b>	<ol style="list-style-type: none"> <li>1. Stephen Robbins, 2017, Principles of Management, Pearsons, Delhi.</li> <li>2. John Child,2015, John Wiley &amp; Sons Organization: Contemporary Principles and Practice” New Delhi.</li> <li>3. Stoner, J. A. and Freeman E, 2010, Management, Pearson, Delhi.</li> <li>4. Tripathi Prakash, 2008, Principles of Management, Tata McGraw-Hill Education, Delhi.</li> <li>5. Koontz, 2006, Principles of Management, Tata McGraw-Hill education.</li> </ol>
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## Minor course

<b>Course Code:</b> JUMGBA-MIN101	<b>Course Title: Banking for Business Process Management</b>	<b>Credits: 4</b> <b>Lectures/Week: 4</b>
<b>Course description</b>	Overview of Banking includes an understanding of various asset and liability products. Financial accounting across all product types. Customer service facets and tracking. Aspects of Risk Management. Retail banking includes the various aspects of account opening, account servicing and payment processing. A detailed study on the Concepts of Cards, from Issuance to payments An overview on the loan structure and underwriting. The complete overview of Cash management and Funds Transfer. A complete study of Trade Finance and handling of International Trade transactions	
<b>Learning objectives</b>	<ul style="list-style-type: none"> <li>● To understand Overview of Banking ,Financial accounting across all product types. Customer service facets and tracking.</li> <li>● To understand Aspects of Risk Management, Retail banking Concepts of Cards, the loan structure and underwriting, Cash management and Funds Transfer</li> <li>● To study of Trade Finance and handling of International Trade transactions</li> </ul>	
<b>Course Outcomes</b>	CO1. Develop understanding of Banking and an understanding of various asset and liability products. CO2. Apply understanding of various aspects of account opening, account servicing and payment processing. CO3. Demonstrate ability in Cash management, Funds Transfer, Loan Structure, Underwriting, Trade Finance and handling of International Trade transactions.	
	<b>THEORY - DESIGNED BY TCS</b>	<b>Total no. lectures: 60</b>
	<b>Application Based Learning</b>	
<b>Sub Unit</b>	<b>Unit – I</b>	<b>15 Lectures</b>
<b>1.</b>	Overview of Banking	
	<b>Unit – II</b>	<b>15 Lectures</b>
<b>1.</b>	Retail banking	
	<b>Unit – III</b>	<b>15 Lectures</b>

1.	Loan structure and underwriting																																				
2.	Concepts of Cards, from Issuance to payments																																				
	<b>Unit – IV</b>	<b>15 Lectures</b>																																			
1.	Trade Finance and handling of International Trade transactions																																				
2.	Overview of Cash management and Funds Transfer																																				
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<b>References :</b>	<b>TCS STUDY MATERIAL</b>																																				

## Open elective

<b>Course Code:</b> <b>JUMGBA-          OE101</b>	<b>Course Title: Fundamentals of Law I</b>	<b>Credits: 2</b> <b>Lectures/Week: 2</b>
<b>Course description</b>	<p>This course provides a comprehensive understanding of key legal frameworks governing business entities in India. It delves into the Companies Act, 2013, covering topics such as corporate essence, lifting the corporate veil, and the doctrines of constructive notice and indoor management. Additionally, it explores the Sales of Goods Act, 1930, focusing on sale contracts, conditions, warranties, and the rights of unpaid sellers. The course also covers the Indian Partnership Act, 1932, and the LLP Act, 2008, highlighting partnership essentials, formation, types, dissolution, and partner rights, duties, and liabilities.</p>	
<b>Learning objectives</b>	<ul style="list-style-type: none"> <li>● Understand Companies Act, 2013 intricacies, including company concepts, constructive notice, indoor management, and foreign/government companies.</li> <li>● Grasp Sales of Goods Act, 1930 details, covering valid sale contracts, conditions, warranties, and unpaid seller rights.</li> <li>● Comprehend Indian Partnership Act, 1932 essentials, partnership types, and dissolution, along with insights into the LLP Act, 2008.</li> <li>● Develop practical knowledge of Indian business regulations, enabling informed decision-making and legal compliance.</li> </ul>	
<b>Course Outcomes</b>	<p>Upon the completion of the course students will be able to</p> <p>CO1. Have an elementary understanding of the debates around the nature of law and distinguish between the major kinds of law, legal systems, and institutions.</p> <p>CO2. Able to understand the relevance of business law to individuals and businesses.</p> <p>CO3. Assess the correctness of applying specific laws to specific cases. To identify the fundamental legal principles behind contractual agreements.</p> <p>CO4. Apply the basic strategies that can be used to solve legal problems, as they will be equipped with legal knowledge to get absorbed in the industry and learn to settle their disputes with the employer successfully.</p>	
	<b>THEORY</b> <b>Application Based Learning</b>	<b>Total no. lectures: 30</b>
<b>Sub Unit</b>	<b>Unit – I: Companies Act, 2013</b>	<b>15 Lectures</b>
<b>1.</b>	<p>Understanding the essence of a company –Lifting Corporate veil- Doctrines of Constructive Notice, Indoor Management- Foreign Company, Government Company- Incorporation of Company- Memorandum of Association &amp; Articles of association – Prospectus - Meetings - Board of Directors</p>	

	<b>Unit – II: Sales of Goods Act, 1930</b>	<b>15 Lectures</b>																									
<b>1.</b>	<p>Scope of the Act - Sale and Agreement to sell - Essentials of a valid sale Contract -Conditions and Warranties - Rights of an unpaid seller - Rules of Delivery –Auction sales – CIF &amp; FOB contract</p> <p>(B) Indian Partnership (The Indian Partnership Act, 1932) and LLP Act, 2008.Essentials of Partnership - Partnership Formation - Types of Partnerships - Dissolution of Partnership - Rights, Duties and liabilities of partners</p>																										
	<p><b>Evaluation Scheme</b></p> <p>Evaluation for the BBA programme consists of two components, viz. Continuous Assessment (CA) and Semester End Examination (SEE) with the weightage of 50% and 50% respectively. Continuous Assessment (CA) of 25 marks will include Test /Quiz /Assignment / Presentation /Project / Research article /Seminar etc. The End Semester Examination will be conducted at the end of each semester.</p> <p><b>Continuous assessment (CA): 25 marks</b>  <b>Semester End Examination( SEE)-25Marks</b></p> <p><b>SEE</b></p> <table border="1"> <thead> <tr> <th>Unit</th> <th>Knowledge</th> <th>Understanding</th> <th>Application</th> <th>Total Marks</th> </tr> </thead> <tbody> <tr> <td>I</td> <td>2</td> <td>3</td> <td>7</td> <td>12</td> </tr> <tr> <td>II</td> <td>3</td> <td>3</td> <td>8</td> <td>13</td> </tr> <tr> <td>Total Marks Per Objective</td> <td>5</td> <td>5</td> <td>15</td> <td>25</td> </tr> <tr> <td>% Weightage</td> <td>20%</td> <td>20%</td> <td>60%</td> <td></td> </tr> </tbody> </table>	Unit	Knowledge	Understanding	Application	Total Marks	I	2	3	7	12	II	3	3	8	13	Total Marks Per Objective	5	5	15	25	% Weightage	20%	20%	60%		
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<b>References:</b>	<p>1. Choudhary R.N. (2017) Business Law. Central Law Publications</p> <p>2. Kapoor N.D. (2022) Elements of Mercantile Law (38th Edition). Sultan Chand &amp; Company</p> <p>3. Avtar Singh (2022) Company Law (17th Edition). Eastern Book Company</p>																										

<b>Course Code:</b> JUMGBA-OE102	<b>Course Title: Inferential Statistics</b>	<b>Credits: 2</b> <b>Lectures/Week: 2</b>
<b>Course description</b>	This course provides a comprehensive foundation in descriptive and inferential statistics. It covers various aspects of data, including collection, organization, and interpretation. Students will learn about measures of central tendency (mean, median, and mode), measures of dispersion (standard deviation, variance), and methods for representing data graphically. The course also includes an in-depth study of correlation, regression, and hypothesis testing techniques using t-tests, z-tests, and chi-square tests.	
<b>Learning objectives</b>	<ul style="list-style-type: none"> <li>● Master data types, collection, organization, and interpretation skills.</li> <li>● Proficiently calculate central tendency measures and grasp graphical representation.</li> <li>● Develop expertise in dispersion measures, correlation techniques, and regression equations.</li> <li>● Acquire fundamental hypothesis testing knowledge and apply statistical tests effectively.</li> </ul>	
<b>Course Outcomes</b>	<p>Upon the completion of the course students will be able to</p> <p>CO1.Handle diverse types of data, from collection and organization to interpretation, ensuring data-driven decision-making.</p> <p>CO2.Showcase proficiency in calculating and interpreting measures of central tendency and dispersion, providing valuable insights into data distributions.</p> <p>CO3.Possess the skills to analyze and quantify relationships between variables using correlation and regression, aiding in predictive modeling.</p> <p>CO4.Conduct hypothesis testing to make statistically informed decisions, contributing to sound research and analysis in various domains.</p>	
	<b>THEORY</b> <b>Application Based Learning</b>	<b>30</b> <b>Lectures</b>
<b>Sub Unit</b>	<b>Unit – I: Descriptive and Inferential Statistics</b>	<b>15</b> <b>Lectures</b>
<b>1.</b>	Types of Data, its collection organizing, arranging and interpreting data. Measures of Central Tendency: Mean, Median and Mode for group and ungroup data, Combined Mean, Quartiles, Graphical representation of Mode and Median. Standard deviation and Variance. Relative and absolute measure of Dispersion, Correlation (Karl Pearson and Rank correlation) and regression equations with its properties.	
	<b>Unit – II: Hypothesis Testing</b>	<b>15</b> <b>Lectures</b>

1.

Sampling Distribution: Sample mean, and sample proportion,  
sample Size Hypothesis: Null and Alternate hypothesis  
Testing of Hypothesis using t test, z test, Chi-square test,  
Correlation

### **Evaluation Scheme**

Evaluation for the BBA programme consists of two components, viz. Continuous Assessment (CA) and Semester End Examination (SEE) with the weightage of 50% and 50% respectively. Continuous Assessment (CA) of 25 marks will include Test /Quiz /Assignment / Presentation /Project / Research article /Seminar etc .The End Semester Examination will be conducted at the end of each semester.

Continuous assessment (CA): 25 marks  
Semester End Examination( SEE)-25 Marks

### **SEE**

Unit	Knowledge	Understanding	Application	Total Marks
I	2	3	7	12
II	3	3	8	13
Total Marks Per Objective	5	5	15	25
% Weightage	20%	20%	60%	

<b>References:</b>	<ol style="list-style-type: none"> <li>1. Levin, Richard &amp; David Rubin, (2009), Statistics for Management, Seventh Edition, Delhi, Pearson Education.</li> <li>2. Gupta, S.P., (2017), Statistical Methods, 45th edition, New Delhi, S. Chand&amp;Sons.</li> <li>3. Anderson, Sweeney, Williams, (2017), Statistics for Business and Economics [India Edition], CENGAGE Learning, eBook</li> <li>4. Black, Ken, (2013), Applied Business Statistics-Making Better Business Decisions [Seventh Edition], Wiley India Edition</li> <li>5. D.C., V.K. Kapoor Statistics [Theory, Methods &amp; Applications] [Seventh Edition], New Delhi, Sultan Chand &amp; Sons</li> <li>6. Vohra, N.D. (2013), Business Statistics, Second Reprint, New Delhi, McGraw Hill Education</li> <li>7. T.N. Srivastava &amp; Shailaja Rego, (2016), Statistics for Management, 3rd Edition, New Delhi, McGraw Hill Education.</li> </ol>
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### Skill Enhancement Course

<b>Course Code: JUMGBA- SEC101</b>	<b>Course Title: Analysis of Financial Accounts</b>	<b>Credits: 2 Lectures/Week: 2</b>
<b>Course description</b>	<p>This course introduces accounting principles and methodology, covering core concepts, recording methods, and financial statement preparation. It explores accounting fundamentals, including its purpose, principles, and historical development. Students will learn to record transactions, apply principles, and interpret financial data. Practical topics include depreciation accounting and final accounts for companies.</p>	
<b>Learning objectives</b>	<ul style="list-style-type: none"> <li>● Understand the core principles and objectives of accounting, including its historical development and various branches.</li> <li>● Familiarize yourself with accounting principles, concepts, and conventions, and gain proficiency in recording transactions using day books, journals, ledgers, and trial balances.</li> <li>● Acquire the ability to classify expenditures, identify the effects of errors, and apply criteria testing in accounting scenarios.</li> <li>● Develop practical skills in depreciation accounting, trial balance preparation, and the creation and interpretation of financial statements, including final accounts for companies.</li> </ul>	



<b>Course Outcomes</b>	<p>Upon the completion of the course students will be able to</p> <p>CO1. Have a solid grasp of the foundational principles and objectives of accounting, enabling them to appreciate its significance in various contexts.</p> <p>CO2. Applying accounting principles, concepts, and conventions to record financial transactions accurately and maintain organized financial records.</p> <p>CO3. Possess the skills to classify expenditures, identify and rectify errors, and apply criteria testing effectively, ensuring the accuracy of financial data.</p> <p>CO4. Have proficiency in preparing financial statements, including final accounts for companies, and interpreting them to assess the financial health and performance of organizations.</p>	
	<b>Theory Application Based Learning</b>	<b>Total no. lectures: 30</b>
<b>Sub Unit</b>	<b>Unit – I: Introduction to Accounting- Principles and Methodology</b>	<b>15 Lectures</b>
<b>1.</b>	<ul style="list-style-type: none"> <li>a) Accounting: Meaning, Scope, Need, development, Branches and Objectives</li> <li>b) Accounting principles: Introduction to concepts and conventions</li> <li>c) Accounting Transactions: Day books, Journal &amp; ledger, Rules regarding posting: Trial balance</li> <li>d) Expenditure Classification, Effects of error, Criteria test</li> <li>e) Receipts: Capital receipt and Revenue receipt</li> <li>f) Profit or Loss: Revenue Profit or Loss, capital profit or loss, Goodwill</li> </ul>	
	<b>Unit – II: Preparation and Interpretation of Financial Statements</b>	<b>15 Lectures</b>
<b>1.</b>	<ul style="list-style-type: none"> <li>a) Depreciation accounting- IndAS schedule II of company act 2013: Practical problem based on depreciation using SLM and WDV methods.</li> <li>b) Preparation of Trial Balance</li> <li>c) Financial statement closure entries</li> <li>d) Introduction to Final Accounts of a company</li> <li>e) Manufacturing Account, Trading Account, Profit and Loss Account and Balance Sheet</li> <li>f) Preparation and presentation of Final Accounts in vertical format</li> </ul>	

	<p><b>Evaluation Scheme</b></p> <p>Evaluation for the BBA programme consists of two components, viz. Continuous Assessment (CA) and Skill based assessment with the weightage of 50% and 50% respectively. Continuous Assessment (CA) of 25 marks will include Test /Quiz /Assignment / Presentation /Project / Research article /Seminar etc . Skill based assessment will be conducted at the end of each semester.</p> <p>Continuous assessment (CA): 25 marks Skill based assessment (SEE)-25 Marks</p>	
<p><b>References:</b></p>	<ol style="list-style-type: none"> <li>1. Ashok Banerjee, (2002), Financial Accounting (a managerial emphasis), Excel Books.</li> <li>2. Anil Choudhary, (2007), Fundamental of Accounting and Financial Analysis, Pearson Education.</li> <li>3. T.P. Ghosh, (2011), Indian Accounting Standards and IFRS for non-finance executives, By, Tax- man.</li> <li>4. P.C. Tulsian, (2002), Financial Accounting, Pearson Publications, New Delhi R.L Gupta and M. Radhaswamy, (2014), Advanced Accountancy, New Delhi, S. Chand and Sons (P) Ltd.</li> </ol>	

### Vocational Skill Course

<p><b>Course Code:</b> <b>JUMGBA-</b> <b>VSC101</b></p>	<p><b>Course Title: Office Automation and Web Designing for Business</b></p>	<p><b>Credits: 2</b> <b>Lectures/Week: 2</b></p>
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<b>Course description</b>	<p>This course combines practical skills in office automation and web designing. In the first unit, students will learn Microsoft Word for document creation and formatting, Excel for spreadsheet management and data analysis, and PowerPoint for creating engaging presentations. The second unit introduces web designing concepts, including HTML, CSS, image and video insertion, hyperlink creation, table design, and registration forms. Additionally, students will explore website design using the Bootstrap framework with Adobe Dreamweaver.</p>	
<b>Learning objectives</b>	<ul style="list-style-type: none"> <li>● Develop proficiency in Microsoft Word for creating, editing, and formatting documents, including advanced features like mail merge and macros.</li> <li>● Master Microsoft Excel for creating worksheets, performing calculations, and creating charts and graphs for data analysis.</li> <li>● Gain expertise in Microsoft PowerPoint to create visually appealing presentations with various multimedia elements and animations.</li> <li>● Acquire web design skills, including HTML and CSS, image and video embedding, hyperlink creation, table design, and registration form creation, and learn to use Bootstrap for website design.</li> </ul>	
<b>Course Outcomes</b>	<p>Upon the completion of the course students will be able to</p> <p>CO1. Showcase proficiency in using Microsoft Office applications (Word, Excel, and PowerPoint) for document creation, data analysis, and effective presentation.</p> <p>CO2. Create and format worksheets, perform calculations, and visualize data using Excel, enhancing their data management capabilities.</p> <p>CO3. Create engaging presentations with multimedia elements and animations in PowerPoint, making them effective communicators.</p> <p>CO4. Possess web design skills, including HTML, CSS, and Bootstrap, allowing them to design and develop interactive web pages and websites.</p>	
	<b>THEORY and PRACTICAL Application Based Learning</b>	<b>Total no. lectures: 30</b>
<b>Sub Unit</b>	<b>Unit – I: Office Automation</b>	<b>15 Lectures</b>

1.	<p>MS Word: Creating, Editing, Formatting and Printing of Documents, Using Editing and Proofing Tools, Inserting Elements, Working with Tables, Mailing document (Mail Merge), Macros and Print Review and Set-up, utility and converting word as PDF files.</p> <p>MS Excel: Creating Worksheet, Editing and Formatting Worksheets, Formatting Worksheets, Performing Basic Calculations, Creating Various Formulas and logical operators, Functions, Creating Charts, Using Tools, Printing Review and Set-up</p> <p>Power Point: Create Slides, Insert Image, Shapes, Smart Art, Chart, Animation, Page Designing, Slide Transition, View Page, Print Review and Set-up.</p>	
	<b>Unit – II: Web Designing</b>	<b>15 Lectures</b>
1.	<p>Introduction to Web Designing, Introduction to HTML, CSS Formatting Text Using Different Tags. Insert Images on Web Page, creating different List type, Creating Hyperlinks to navigate between web pages &amp; Types of Anchors, Creating Simple Tables &amp; Complex Tables, Create Frames on Web pages, Insert Videos &amp; Audios on Web page, Designing Registration Forms. Designing Web Sites using Bootstrap framework (Adobe Dreamweaver)</p>	

Evaluation for the BBA programme consists of two components, viz. Continuous Assessment (CA) and Skill based assessment with the weightage of 50% and 50% respectively. Continuous Assessment (CA) of 25 marks will include Test /Quiz /Assignment / Presentation /Project / Research article /Seminar etc . Skill based assessment will be conducted at the end of each semester.

Continuous assessment (CA): 25 marks  
Skill based assessment (SEE)-25 Marks

**References**

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1. Lisa A. Bucki John Walkenbach Faithe Wempen Michael Alexander Dick Kusleika, 'Microsoft office 2013 BIBLE', John Wiley & Sons publications.
2. V. Raja Raman, 'Fundamentals of computers' Prentice- Hall of India,2014.
3. Anita Goel, 'Computer Fundamentals', Pearson publications,2010
4. P. K. Sinha, 'Computer Fundamentals', Publisher: BPB Publications.2004.
5. R. Gabriel Gurley, 'A Conceptual Guide to OpenOffice.org Create Space Independent Publishing Platform, 2008
6. Alexis Leon, Mathews Leon, and Leena Leon, Vijay Nicole 'Introduction to Information Technology', Imprints Pvt. Ltd., 2013.
7. Greg jarboe, Hollis Thomases, Mari Smith, Chris Treadaway 'MS Office XP complete', BPB publication, 2001.

### Ability Enhancement course

<b>Course Code:</b>  <b>JUMGBA-AEC101</b>	<b>Course Title: Business Communication – I</b>	<b>Credits: 2</b> <b>Lectures/Week: 2</b>
<b>Course description</b>	<p>This course provides an in-depth understanding of business communication and presentation abilities, including topics such as communication basics, channel variety, overcoming hurdles, persuasive strategies, oral presentations, debates, interviews, and group discussions. It also emphasizes on better listening, audience comprehension, and nonverbal communication, as well as introducing multidimensional case analysis via the case method of learning.</p>	
<b>Learning objectives</b>	<ul style="list-style-type: none"> <li>● Grasp communication's fundamentals, objectives, and significance in business.</li> <li>● Adapt to diverse communication channels, styles, and contexts, recognizing dimensions of communication.</li> <li>● Overcome communication barriers, enhance listening skills, and understand audience comprehension and body language.</li> <li>● Excel in persuasive communication, improve language skills, and master case analysis approaches.</li> </ul>	
<b>Course Outcomes</b>	<p>Upon the completion of the course students will be able to</p> <p>CO1. Demonstrate effective communication in diverse business scenarios, leveraging their understanding of communication principles and models.</p> <p>CO2. Apply appropriate communication channels, styles, and dimensions based on context, meeting formality requirements in different settings.</p> <p>CO3. Identify and overcome communication challenges, offering constructive feedback and enhancing listening skills and body language use.</p> <p>CO4. Excel in persuasive communication, productive group discussions, and case analysis, demonstrating advanced language skills and analytical abilities.</p>	
	<b>THEORY</b> <b>Application Based Learning</b>	<b>Total no. lectures: 30</b>
<b>Sub Unit</b>	<b>Unit – I: Fundamentals of Communication</b>	<b>15 Lectures</b>

1.	<p>a) Communication-Defining communication, Process of communication, Communication Model, Objectives of communication, Principles of communication, Importance of Business communication, Importance Feedback</p> <p>b) Channels of communication, Types of communication, Dimensions of communication, Barriers to communication, Verbal, Non-Verbal Formal, Informal communication</p> <p>c) Barriers to Effective Communication and ways to overcome them, Listening: Importance of Listening, Types of Listening, Barriers to Listening and overcoming them, Listening situations, Developing Listening Skills, Understanding the audience, Body Language</p>	
	<b>Unit – II: Effective Persuasion and Presentations</b>	<b>15 Lectures</b>
1.	<p>a) Spoken skills Conducting Presentation, Oral presentation, Debates, Speeches, Interview, Group Discussion, English Pronunciation, Building Vocabulary</p> <p>b) Cases Method of Learning: Understanding the case method of learning, different types of cases, overcoming the difficulties of the case method, reading a case properly (previewing, skimming, reading, scanning)</p> <p>Case analysis approaches (systems, behavioral, decision, strategy) analyzing the case-dos and don'ts for case preparation.</p>	

### **Evaluation Scheme**

Evaluation for the BBA programme consists of two components, viz. Continuous Assessment (CA) and Semester End Examination (SEE) with the weightage of 50% and 50% respectively. Continuous Assessment (CA) of 25 marks will include Test /Quiz /Assignment / Presentation /Project / Research article /Seminar etc .The End Semester Examination will be conducted at the end of each semester.

Continuous assessment (CA): 25 marks  
Semester End Examination( SEE)-25 Marks

### **SEE**

Unit	Knowledge	Understanding	Application	Total Marks
I	2	3	7	12
II	3	3	8	13
Total Marks Per Objective	5	5	15	25
% Weightage	20%	20%	60%	

### **References:**

1. Kaul, 2009 Business Communication,2e, Prentice Hall India
2. Lesikar, 2015, Basic Business Communication, 13e, Tata McGraw Hill
3. Scot Ober, 2007, Contemporary Business Communication, 7e, Houghton Mifflin
4. John M. Penrose, 2003, Business Communication for Managers: An Advanced Approach, 5e, South-Western publishers
5. Amy Newman, 2015, Business Communication, 9e, Pearson

### **Value Education Course**

<b>Course Code: JUMGBA- VEC101</b>	<b>Course Title: Understanding India - Human Rights</b>	<b>Credits: 2 Lectures/Week: 2</b>
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<b>Course description</b>	This course explores the multifaceted realm of human rights, delving into its meaning, evolution, and philosophical underpinnings. Examine its Indian context, incorporating ancient concepts like Dharma and Danda, and understand the interplay between fundamental and human rights within the legal framework, including the role of the National Human Rights Commission. Investigate repressive laws, international mechanisms, and the impact of civil society and NGOs on human rights in India. It adopts a case study-based approach to address the rights of marginalized groups, spanning women, minorities, refugees, and various critical issues, from capital punishment to consumer rights.	
<b>Learning objectives</b>	<ul style="list-style-type: none"> <li>● Understanding of the concept of human rights, including their characteristics, historical development, and the changing philosophies that shape them.</li> <li>● Examine the Indian context of human rights, including the influence of ancient concepts like Dharma and Danda as well as the relationship between fundamental rights and human rights within the legal framework.</li> <li>● Explore the legal and institutional framework for protecting human rights in India, including the role of the National Human Rights Commission (NHRC) and the impact of repressive laws.</li> <li>● Understand the international dimensions of human rights through the study of conventions, treaties, and global bodies, and assess the role of civil society and non-governmental organizations (NGOs) in advocating for human rights.</li> </ul>	
<b>Course Outcomes</b>	<p>Upon the completion of the course students will be able to</p> <p>CO1. Develop a comprehensive understanding of human rights, enabling them to analyze and evaluate various aspects of this field.</p> <p>CO2. Recognize the historical and philosophical underpinnings of human rights and their relevance in the Indian context, particularly in relation to fundamental rights.</p> <p>CO3. Gain insight into the legal mechanisms and institutions that protect human rights in India and understand the impact of repressive laws on human rights.</p> <p>CO4. Critically assess the rights and challenges faced by diverse marginalized and vulnerable groups, as well as emerging issues related to human rights, in both national and international contexts.</p>	
	<b>THEORY</b> <b>Application Based Learning</b>	<b>Total no. lectures: 30</b>
<b>Sub Unit</b>	<b>Unit – I:</b>	<b>15 Lectures</b>
<b>1.</b>	Human Rights- Meaning and Characteristics-Origin and development of the discourse -Changing philosophies - The Indian Context-Concepts of Dharma and Danda-Vedas and Arthashastra-Fundamental Rights are Human Rights-Legal Framework-NHRC-Repressive Laws-International Mechanisms: Conventions, treaties and global bodies-Role of Civil Society and Non-Governmental Organisations- India and international treaty obligations	
	<b>Unit – II:</b>	<b>15 Lectures</b>

2.	Case study based approach to rights of Women, children, minorities (ethnic, linguistic and religious), sexual minorities, refugees, victims of state-sponsored violence, prisoners of conscience, displaced communities, prisoners and under trials, abortion, euthanasia, capital punishment, HIV/AIDs patients, Dalits, Tribals, senior citizens, differently-abled persons and the rights of consumers.	
	<b>Evaluation Scheme</b> Continuous Assessment (CA) of 50 marks which will include Test /Quiz /Assignment / Presentation /Project / Research article /Seminar etc	
<b>References:</b>	1. All Human Rights are Fundamental Rights, Justice H. Suresh 2. Human Rights: A Basic Handbook for UN Staff, United Nations 3. International Conventions <u>List of Articles</u> 1. Human Rights in India: Historical Perspective, Ilkogretim Online - Elementary Education Online, 2021; Vol 20 (Issue 5): pp.8026-8033 2. Human Rights Movement in India-A Historical Perspective, Ashwini	

### Indian Knowledge System

<b>Course Code:</b>  <b>JU-IKS-GEN101</b>	<b>Course Title: Indian Knowledge Traditions</b>	<b>Credits: 2</b> <b>Lectures/Week: 2</b>
<b>Course description</b>	Explore the rich Indian Knowledge Systems (IKS) in this course, highlighting its relevance and importance. It encompasses the classification of IKS corpus and Vasudeva Kutumbakam's societal vision. Dive into Indian knowledge traditions, including epistemological frameworks and the concept of valid knowledge. Understand the purpose of knowledge, distinguishing Para Vidya and Apari Vidya, and delve into oral traditions, Itihasa Purana, and philosophical schools. The course also spotlights India's knowledge-based achievements, such as the number system, contributions of ancient mathematicians, surgical techniques, Ayurveda, governance, and more.	

<b>Learning objectives</b>	<ul style="list-style-type: none"> <li>• Creating awareness among the students about the knowledge heritage and traditions of the country</li> <li>• Provide an understanding and peep into the legacies in Indian culture, philosophy, knowledge creation and practice, developments in Science, Technology, Mathematics, uniqueness in Political and economic institutions, in health, wellbeing, emotional balance and fulfilment</li> <li>• Encouraging interest in research on Indian knowledge traditions by igniting students mind towards India centric research</li> <li>• Exploring Indian wisdom and solutions for applications in solving modern day problems in the society and economy.</li> </ul>	
<b>Course Outcomes</b>	<p>Upon the completion of the course students will be able to</p> <p>CO1. Appreciate the history of the Indian knowledge system, appraise the importance of Vedas and develop a basic understanding.</p> <p>CO2. Recognise the key role played by Aryabhatta and others in the field of mathematics and identify the basics of the celestial coordinate system.</p> <p>CO3. Develop familiarity with Science, Engineering and Technology heritage of India. Summarise correlation of body constitution with remedies through traditional medicinal knowledge systems.</p>	
	<b>THEORY</b>	<b>Total no. lectures: 30</b>
<b>Sub Unit</b>	<b>Unit – I: Introduction to IKS -I</b>	<b>15 Lectures</b>
<b>1.</b>	<p>Meaning and relevance of IKS</p> <p>IKS Corpus-Classification</p> <p>Vasudeva Kutumbakam- vision for society</p> <p>Indian knowledge Traditions- Indian Epistemological traditions</p> <p>Framework of valid knowledge. Knowledge Triangle</p> <p>The Purpose of Knowledge in India: Para Vidya and Apar Vidya</p> <p>Oral traditions-Itihasa Purana traditions</p> <p>Indian Philosophical Traditions- Vedic Schools, Samkhya and Yoga schools, Nyaya and Vaishesika, Vedanta, Non -Vedic Schools</p>	
	<b>Unit – II: Knowledge Based Achievements in India’s Past</b>	<b>15 Lectures</b>

1.	<p>Number System, concept of zero in India  Ancient Indian Mathematicians and their contributions  Indian Science and Technology Heritage-knowledge and prominent works Surgical techniques overview, Ayurveda-Definition of health, Tri doshas-relation to health, Indian psychology-Triguna system, States of consciousness, Metal technology in India, Panini's work on Sanskrit Grammar, Governance traditions-Kautilyan State, 64 kalas or art forms, Unique aspects of Indian Astronomy, Indian calendar-Solar and, Lunar months, Vastu shastra traditions</p>	
	<p><b>Evaluation Scheme</b>  Continuous Assessment (CA) of 50 marks which will include Test /Quiz /Assignment / Presentation /Project / Research article /Seminar etc</p>	
<b>References:</b>	<ol style="list-style-type: none"> <li>1, Textbook on IKS by Prof. B Mahadevan, IIM Bengaluru</li> <li>2. Kapur K and Singh A.K (Eds) 2005). Indian Knowledge Systems, Vol. 1. Indian Institute of Advanced Study, Shimla. Tatvabodh of sankaracharya, Central Chinmay mission trust, Bombay, 1995.</li> <li>3. The Cultural Heritage of India. Vol.I. Kolkata: Ramakrishna Mission Publication, 1972.</li> <li>4. Nair, Shantha N. Echoes of Ancient Indian Wisdom. New Delhi: Hindology Books, 2008.</li> <li>5. Dr. R. C. Majumdar, H. C. Raychaudhuri and Kalikinkar Datta: An Advanced History of India (Second Edition) published by Macmillan &amp; Co., Limited, London, 1953.</li> <li>6. Rao, N. 1970. The Four Values in Indian Philosophy and Culture. Mysore: University of Mysore.</li> <li>7. Avari, B. 2016. India: The Ancient Past: A History of the Indian Subcontinent from c. 7000 BCE to CE 1200. London: Routledge.</li> </ol>	