

## KU1MDCBBA100:FUNDAMENTALS OF MANAGEMENT

Semester	Course Type	Course Level	Course Code	Credits	Total Hours
I	MDC	100-199	KU1MDCBBA100	3	3

Learning Approach (Hours/ Week)			Marks Distribution			Duration of ESE (Hours)
Lecture	Practical/ Internship	Tutorial	CE	ESE	Total	
3	0	0	25	50	75	1.5

**Course Description:** This course aims at familiarising the students with the fundamental managerial concepts

**Course Prerequisite:** NIL

**Course Outcomes:**

CO No.	Expected Outcome	Learning Domains
1	<ul style="list-style-type: none"> <li>● Understand the basics of management and evolution.</li> </ul>	U
2	<ul style="list-style-type: none"> <li>● Familiarise with functions and practices of management</li> </ul>	U
3	<ul style="list-style-type: none"> <li>● Understand the role and required managerial skills</li> </ul>	U
4	Describe the emerging trends in management	A

*\*Remember (R), Understand (U), Apply (A), Analyse (An), Evaluate (E), Create (C)*

**Mapping of Course Outcomes to PSOs**

	PSO 1	PSO 2	PSO 3	PSO 4	PSO 5	PSO 6	PSO 7
CO 1	✓			✓			
CO 2		✓			✓		
CO 3			✓				✓
CO 4			✓			✓	
CO 5	✓			✓			

## COURSE CONTENTS

### Contents for Classroom Transaction:

M O D U L E	U N I T	DESCRIPTION	HOURS
		<b>MODULE TITLE</b>	
1	1	<b>Introduction to Management</b>	10
		a) Management : Meaning, Definition, Features, Scope, Objectives,	
		b) Levels of management and Evolution	

<b>MODULE TITLE</b>			
2	1	<b>Functions of Management</b>	10
	2	Functions of management:	
	3	Planning, Organising,	
	4	Staffing, Directing and Controlling	
	5	Staffing, Directing and Controlling- Meaning, Definition, Importance and process	

<b>MODULE TITLE</b>			
<b>3</b>	<b>1</b>	<b>Role of Manager in an Organisation</b>	<b>10</b>
	<b>2</b>	Role of manager in an organisation:	
		a) Managerial skills and Personal skills, Team building	
		b) Developing team and Team work,	
		c) Empowerment and Delegation.	

<b>MODULE TITLE</b>			
<b>4</b>	<b>1</b>	<b>Emerging Concepts in Management</b>	<b>10</b>
		a) Emerging Concepts :	
	<b>2</b>	Total Quality Management, Total Productive Maintenance,	
		a) Change Management, Stress Management,	
		b) Green Management	
	<b>3</b>	Logistics management.	

<b>5</b>	<b>Teacher Specific Module</b>		<b>5</b>
	<i>Directions: Teachers can make use of group activities that involves managerial functions like planning, allocation of work, decision making, leadership skills etc.</i>		<b>5</b>

**Essential Readings:**

- Richard I. Levin and David S. Rubin, Statistics for Management, Prentice Hall of India, latest edition.
- S.P.Gupta, Statistical Methods, Sultan Chand.
- Sanchetti and Kapoor, Statistics, Sultan Chand.
- G.C.Beri, Statistics For Managemet, Tata McGraw Hill.
- J.K. Sharma, Business Statistics: Pearson.
- Levine Krebiel&Bevenson, Business Statistics, Pearson edition, Delhi.
- S.D. Sharma, Operations Research, Kedarnath Ramnath and Company.
- R. Pannerselvam, Operations Research, Prentice Hall International, 3e, 2012.
- J.K. Sharma, Operations Research: Theory and applications, 5e, Macmillian, 2013.
- Anderson, Sweeney, Williams, Camm, Martin, Quantitative Methods for Business, 12e, Cengage Learning, 2013.

**Assessment Rubrics:**

<b>Evaluation Type</b>		<b>Marks</b>
End Semester Evaluation		<b>50</b>
Continuous Evaluation		<b>25</b>
a)	Test Paper- 1	5
b)	Test Paper-2	5
c)	Assignment	7.5
d)	Seminar/ Book/ Article Review Viva-Voce/ Field Report	7.5
<b>Total</b>		<b>75</b>

# **SEMESTER -II**