

Vivekanand College, Kolhapur (Autonomous)

Department of BBA

Annual Teaching Plan

Academic Year: 2019-20

Semester: BBA.- II, Sem- III

Subject: STATISTIC

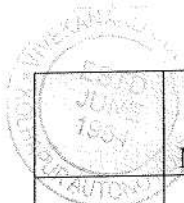
Course Title: STATISTICAL TECHNIQUES FOR BUSINESS- I,

Name of the Teacher: Pallavi Ransubhe

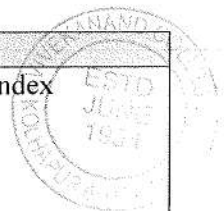


Sem V. BBA- III STATISTICAL TECHNIQUES FOR BUSINESS- I,

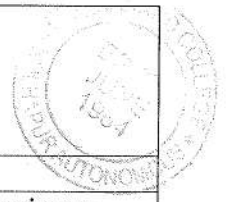
Month: October 2019				Module/Unit: I	Sub-units planned
Course	Lectures	Practicals	Total		
BBA II	16		16	Introduction to Statistics:	1.1) Meaning of Statistics 1.2) Scope of Statistics: In Industry, Economics, and Management Sciences. 1.3) Meaning of primary and secondary data. 1.4) Frequency and Frequency Distribution. 1.5) Construction of Histogram and Ogive Curve, Frequency curve and Frequency polygon. B) Sampling Techniques: 1.6) Sample, Population, Sampling. 1.7) Census Method and Sampling Method. Advantages of Sampling over Census Method. 1.8) Simple Random Sampling with and without Replacement Method. Stratified Sampling Method. Numerical examples.
Month: November 2019				Module/Unit: II	Sub-units planned
Course	Lectures	Practical	Total		
BBA II	16		16	Measures of Central Tendency (MCT) (Location):	2.1) Meaning of MCT. 2.2) Requirements of good MCT 2.3) Definition: Arithmetic Mean, Combined A.M., Median, Mode. 2.4) Merits and demerits of Mean, Median, Mode, Quartiles. 2.5) Numerical Examples.



Month: December 2019				Module/Unit: III	Sub-units planned
Course	Lectures	Practical	Total	Measures of Dispersion (variability):	3.1) Meaning of Dispersion. 3.2) Requirements of good Measure of Dispersion. 3.3) Absolute and Relative Measure of Dispersion. 3.4) Definition M.D., S.D. and their relative Measures. Variance, Combined Variance, C.V. 3.5) Numerical Examples.
BBA II	16		16		
Month: January 2020				Module/Unit: IV	Sub-units planned
Course	Lectures	Practical	Total	Correlation and Regression:	Correlation : 4.1) Concept of correlation. 4.2) Types of Correlation. 4.3) Methods of Studying Correlation: i) Karl Pearson's Correlation Coefficient. ii) Spearman's Rank Correlation Coefficient. iii) Scatter Diagram. 4.4) Interpretation of $r = -1, 0, 1$. B : Regression : 4.5) Concept of Regression 4.6) Regression Coefficients and Equations of Line of
BBA II	16		16		
Sem IV. BBA II STATISTICAL TECHNIQUES FOR BUSINESS- II,					
Month: March 2020				Module/Unit: I	Sub-units planned
Course	Lectures	Practical	Total	Time series Analysis :	1.1) Meaning and Need of Time Series. Use of Analysis of Time Series. 1.2) Components of Time Series. 1.3) Determination of Trend by the Method of Moving Averages, Progressive Averages and least square. 1.4) Simple Examples.
BBA II	16		16		



Month: April 2020				Module/Unit: II	Sub-units planned
Course	Lectures	Practical	Total		
BBA II	16		16	Index Number:	2.1) Meaning and Need of Index Numbers. Use of Index Numbers. 2.2) Problems in Construction of Index Numbers. 2.3) Types of Index Numbers: Price, Quantity and Value Index Numbers. 2.4) Methods of Constructing Index Numbers. i) Unweighted Index Numbers: By Simple Aggregate Method and Simple Average of Relative Method. ii) Weighted Index Numbers: By Laspeyre's, Paasche's and Fisher's Price and Quantity Index Numbers. 2.5) Value Index Numbers. 2.6) Simple Examples.
Month: May 2020				Module/Unit: III	Sub-units planned
Course	Lectures	Practical	Total		
BBA II	16		16	Statistical Quality Control (S.Q.C.):	3.1) Concept and Advantages of S.Q.C. Control limits, Specification limits, Tolerance limits. 3.2) Causes of Variation. Types of Control (Process Control and Product Control) 3.3) Construction of Control Chart. 3.4) Control Charts for Variables. Control Charts for Mean (X) and Range (R). 3.5) Control Charts for Attributes: Control Chart for Number of Defectives (np) Chart, Control Chart for Number of Defects (C) Chart. 3.6) Simple Examples.



Month: June 2020				Module/Unit: IV	Sub-units planned
Course	Lectures	Practical	Total	Probability	4.1) Definition: Random Experiment, Sample Space, Event and Types of Events. Classical Definition of Probability of an Event. Conditional Probability, Definition of independence of two events. 4.2) Addition and Multiplication laws of Probability for two events (without proof). 4.3) Examples without use of permutation and combination.
BBA II	16		16		

Pallavi

Pallavi Ransubhe
Subject Teacher

S.S Kale
Co-ordinator BBA
Vivekanand College
Kolhapur (Autonomous)

Vivekanand College, Kolhapur (Autonomous)

Department of BBA
Academic Year: 2019 - 2020



Annual Teaching Plan

Name of the teacher: - Mr. P.A Chougale

Programme – BBA II year

Semester- III

Subject: - Service sector management

Course Title: - Service sector management

Month - June			Module/Unit: 1	Sub-units planned
Lectures	Practical	Total	Services	
16		16		Meaning and concept of services Importance, Difference between Goods and Services ,Salient Features of Services, 7Ps in Service Marketing, different approaches of for management of services, Classification of Services, factors influencing growth of service sector, employability and service sector.
Month – July			Module/Unit: 2	Sub-units planned
Lectures	Practical	Total	Customer satisfaction in service marketing	
16		16		Meaning and importance, Need of customer satisfaction, Factors influencing customer satisfaction, levels of customer satisfaction. Methods to ensure customer satisfaction, service quality, measuring service quality, service quality standards.
Month - August			Module/Unit: 3	Sub-units planned
16		16	Management of financial Services	Concept and Scope , Need and Importance, types financial services, (Bank services, Insurance, Mutual funds, Portfolio services) Physical Infrastructure, Product and Pricing Policies, Human Resource Management in financial



				services, Computerization in financial services.
Month – September		Module/Unit: 4		Sub-units planned
16		16	Management of Hotel Services	Concept, , Scope and Importance , Profile of Services, Location Decisions ,Pricing Policies , H. R.M and Customer Care, Promotion Polices – Management of Hotel Services in India

Practical – Students will visit industries and various firms to make project on marketing and will give presentations and submit report of project.

P.A chougale
Name of Teacher

Mr. P.A Chougale

SS
Name of HoD

Co-OS.S Kale B.B.A
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Academic Year: 2019 - 2020



Annual Teaching Plan

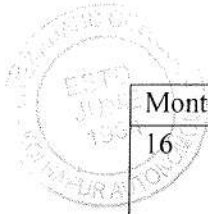
Name of the teacher: - Mr. P.A Chougale

Programme – BBA II year

Semester- IV

Subject: - Service Sector Management Course Title: - Service Sector Management

Month - June			Module/Unit: 1	Sub-units planned
Lectures	Practical	Total	Management of Insurance Services	Concept and meaning, Scope and Importance- Types of Insurance Services Product and Pricing , Customers Services and Promotional Strategies Privatization of Insurance Services, Government Control and Protection of Customers Interest.
16		16		
Month – July			Module/Unit: 2	Sub-units planned
Lectures	Practical	Total	Management of Transport Services	Concept and meaning , Scope and Importance Types of transport Passenger transport and Goods transport – Road, Rail and Water Transport, Organization and Control of Transport Services , Problem of Coordination , Pricing and facilities, Management of Transport Services in India
16		16		
Month - August			Module/Unit: 3	Sub-units planned
16		16	Hospital services	Introduction and importance , Segment wise users of healthcare service, Types of hospital services- nursing, specialist, surgery, pharmacy, emergency care, maternity, Behavioral profile of users, Marketing mix for hospital services in Indian perspective



Month – September		Module/Unit: 4	Sub-units planned
16	16	Management of other Services	1. Tourism services- Introduction, Formulation of Marketing mix of Tourism services 2. Entertainment services- Introduction, Formulation of Marketing mix of Entertainment services 3. Education services- Introduction, Formulation of Marketing mix of Education services 4. Telecommunication: Introduction, Formulation of Marketing mix of Telecommunication services 5. Day care services- Introduction, Formulation of Marketing mix of Day care services.

Practical – Students will give presentations on each topics.

P.A Chougale

Name and Signature of Teacher

Mr. P.A Chougale

Name and Signature of HoD

Dr. R. S. ...
Co-ordinator B.B.A
Vivekanand College
Kolhapur (Autonomous)

Vivekanand College, Kolhapur (Autonomous)

Department of BBA

Annual Teaching Plan



Academic Year: 2019-20

Semester: BBA.- II, Sem - III

Subject: Management


Course Title: Production management

Name of the Teacher: MRS.P.S. Jagtap

Sem V. BBA- III Production management					
Month: October 2021				Module/Unit: I	Sub-units planned
Course	Lectures	Practicals	Total		
BBA II	16		16	Introduction to Production Management	Meaning ,and nature ,scope, importance of production management, functions of production, production process, types of production system, Difference between Production and Service operations, Functions & internal relations of various Departments in manufacturing Unit; Production administrations & responsibilities. Production process selection decisions, Recent trends in production management
Month: November 2021				Module/Unit: II	Sub-units planned
Course	Lectures	Practical	Total		
BBA II	16		16	Factory Location and Plant Layout	Meaning and factors determining location of factory, Meaning and objectives ,Importance of plant layout, Factors influencing layout, Types of layout Problems of layout.
Month: December 2021				Module/Unit: III	Sub-units planned
Course	Lectures	Practical	Total		
BBA II	16		16	Production Planning & Control: -	Meaning, scope, objectives , elements of production planning and control, steps and functions, Techniques – routing, scheduling, dispatching, follow-up, Product assurance, six sigma, benchmarking.

Month: January 2022				Module/Unit: IV	Sub-units planned
Course	Lectures	Practical	Total		
BBA II	16		16	IV Quality management:	Concept of quality dimensions of quality. Quality inspection, quality assurance, quality control, Total Quality Management, cost of quality, quality certification, ISO 9000 series, tools of quality control

P.S. Jagtap
MRS.P.S. Jagtap
 Subject Teacher


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Academic Year: 2019-20

Semester: BBA.- II, Sem- III

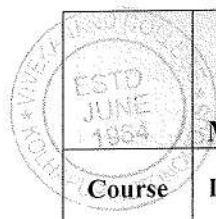
Subject: STATISTIC

Course Title: STATISTICAL TECHNIQUES FOR BUSINESS- I,

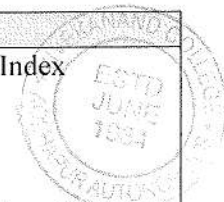
Name of the Teacher: Miss,Pallavi Ransubhe



Sem V. BBA- III STATISTICAL TECHNIQUES FOR BUSINESS- I,					
Month: November 2019				Module/Unit: I	Sub-units planned
Course	Lectures	Practicals	Total		
BBA II	16		16	Introduction to Statistics:	1.1) Meaning of Statistics 1.2) Scope of Statistics: In Industry, Economics, and Management Sciences. 1.3) Meaning of primary and secondary data. 1.4) Frequency and Frequency Distribution. 1.5) Construction of Histogram and Ogive Curve, Frequency curve and Frequency polygon. B) Sampling Techniques: 1.6) Sample, Population, Sampling. 1.7) Census Method and Sampling Method. Advantages of Sampling over Census Method. 1.8) Simple Random Sampling with and without Replacement Method. Stratified Sampling Method. Numerical examples.
Month: December 2019				Module/Unit: II	Sub-units planned
Course	Lectures	Practical	Total		
BBA II	16		16	Measures of Central Tendency (MCT) (Location):	2.1) Meaning of MCT. 2.2) Requirements of good MCT 2.3) Definition: Arithmetic Mean, Combined A.M., Median, Mode. 2.4) Merits and demerits of Mean, Median, Mode, Quartiles. 2.5) Numerical Examples.



Month: January 2020				Module/Unit: III	Sub-units planned
Course	Lectures	Practical	Total	Measures of Dispersion (variability):	3.1) Meaning of Dispersion. 3.2) Requirements of good Measure of Dispersion. 3.3) Absolute and Relative Measure of Dispersion. 3.4) Definition M.D., S.D. and their relative Measures. Variance, Combined Variance, C.V. 3.5) Numerical Examples.
BBA II	16		16		
Month: February 2020				Module/Unit: IV	Sub-units planned
Course	Lectures	Practical	Total	Correlation and Regression:	Correlation : 4.1) Concept of correlation. 4.2) Types of Correlation. 4.3) Methods of Studying Correlation: i) Karl Pearson's Correlation Coefficient. ii) Spearman's Rank Correlation Coefficient. iii) Scatter Diagram. 4.4) Interpretation of $r = -1, 0, 1$. B : Regression : 4.5) Concept of Regression 4.6) Regression Coefficients and Equations of Line of
BBA II	16		16		
Sem IV. BBA II STATISTICAL TECHNIQUES FOR BUSINESS- II,					
Month: March 2020				Module/Unit: I	Sub-units planned
Course	Lectures	Practical	Total	Time series Analysis :	1.1) Meaning and Need of Time Series. Use of Analysis of Time Series. 1.2) Components of Time Series. 1.3) Determination of Trend by the Method of Moving Averages, Progressive Averages and least square. 1.4) Simple Examples.
BBA II	16		16		



Month: April 2020				Module/Unit: II	Sub-units planned
Course	Lectures	Practical	Total		
BBA II	16		16	Index Number:	2.1) Meaning and Need of Index Numbers. Use of Index Numbers. 2.2) Problems in Construction of Index Numbers. 2.3) Types of Index Numbers: Price, Quantity and Value Index Numbers. 2.4) Methods of Constructing Index Numbers. i) Unweighted Index Numbers: By Simple Aggregate Method and Simple Average of Relative Method. ii) Weighted Index Numbers: By Laspeyre's, Paasche's and Fisher's Price and Quantity Index Numbers. 2.5) Value Index Numbers. 2.6) Simple Examples.
Month: May 2020				Module/Unit: III	Sub-units planned
Course	Lectures	Practical	Total		
BBA II	16		16	Statistical Quality Control (S.Q.C.):	3.1) Concept and Advantages of S.Q.C. Control limits, Specification limits, Tolerance limits. 3.2) Causes of Variation. Types of Control (Process Control and Product Control) 3.3) Construction of Control Chart. 3.4) Control Charts for Variables. Control Charts for Mean (X) and Range (R). 3.5) Control Charts for Attributes: Control Chart for Number of Defectives (np) Chart, Control Chart for Number of Defects (C) Chart. 3.6) Simple Examples.
Month: June 2020				Module/Unit: IV	Sub-units planned

Course	Lectures	Practical	Total	
BBA II	16		16.	Probability 4.1) Definition: Random Experiment, Sample Space, Event and Types of Events. Classical Definition of Probability of an Event. Conditional Probability, Definition of independence of two events. 4.2) Addition and Multiplication laws of Probability for two events (without proof). 4.3) Examples without use of permutation and combination.

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Miss, Pallavi Ransubhe
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Annual Teaching Plan



Academic Year: 2019-2020

Semester: BBA- I, SEM-I & II

Subject: I.T. Application in Business Management

Name of the Teacher: Mr. Pushkar Harshe

BBA-I, Sem I, IT Application in Business Management I					
Month: August 2019				Module/Unit: I	Sub-units planned
Course	Lectures	Practical's	Total	Introduction to Computer Hardware:	1.1 Computer Characteristics, Evolution of computer and Generations of Computer Types of Computer 1.2 Input Devices, Output Devices Storage Devices and Memory. 1.3 Personal Computers and its main components, hardware Configuration. Factors influencing on 1.4 PC performance, Advanced hardware devices
BBA-I	16		16		
Month: September 2019				Module/Unit: II	Sub-units planned
Course	Lectures	Practicals	Total	Introduction to Computer Software:	2.1 Software – System and Application Software, 2.2 Operating system- Functions and types of O.S. 2.3 Computer Languages- Lower level language and Higher level language, compiler and Interpreter, Characteristics of Good Language. 2.4 Introduction to Windows, Basic commands in Windows.
BBA-I	16		16		
Month: October 2019				Module/Unit: III	Sub-units planned
Course	Lectures	Practicals	Total	Introduction to MS Office:	3.1 Word Processing : Introduction to MS Office components, Introduction and working with MS Word , Word basic commands, Formatting- text and documents, sorting Tables,
BBA-I	16		16		



					<p>Introduction to mail-merge.</p> <p>3.2 Presentation with Power-Point: Power-point basics, creating presentation, working with graphics, show time, sound Effects and animation effects.</p>
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Month: November 2019				Module/Unit: IV	Sub-units planned
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Course	Lectures	Practicals	Total		
BBA-I	16		16	Introduction to Information Technology and I.T. as Business Tool	4.1 Introduction to IT and its development. Impact and Future of IT in Business Organizations. Recent I.T. Trends. Overview of the following: - 4GL, Image processing, Virtual Reality, Video Conferencing, Decision Support System, Expert System, Artificial Intelligence, Internet of Things(IOT) B) Strategic use of I.T. in Business. Information Super Highways, Mobile communication system. Effective techniques and tools of I.T to enhance business Performance

Month: December 2019				Module/Unit:	Sub-units planned
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Course	Lectures	Practicals	Total	Semester Examination	
				Semester Examination	

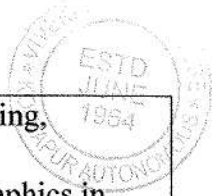
BBA- II, Sem II, IT Application in Business Management II

Month: February 2020				Module/Unit: I	Sub-units planned
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Course	Lectures	Practicals	Total		
BBA-I	16		16	Introduction to computer Network:	1.1 Topology Basic idea of Local Area Networks and Wide Area Networks, 1.2 Intranet and Internet, Basic Requirements for internet connection, Internet Access, VOIP, Telnet-mail, Discussion groups, Search tools, Web utilities, Social networking,


Month: March 2020				Module/Unit: II	Sub-units planned
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Course	Lectures	Practicals	Total		
BBA-I	16		16	Introduction to Spread Sheets and Computerized Audit Tools	Working with EXCEL- formatting, functions, chart features, working with graphics in Excel. Excel as GST Reporting Tool b) Computer Assisted Audit Techniques Introduction to CAAT Data Analysis and Audit Techniques Introduction to Idea and Excel as Audit tool
Month: April 2020					Module/Unit: III
BBA-I	16		16	Introduction to Accounting and taxation Packages:	3.1 Presentation of vouchers, invoice, Maintenance of inventory records, Maintenance of accounting books and final accounts, Financial report generation. 3.2 Practical using tally accounting software. Introduction to Government tax (ITR, GST, E-way Bill) and its submission through various tools Like Winman, taxman etc.
Month: May 2020					Module/Unit: IV
BBA-I	16		16	Introduction to Business Process Reengineering (BPR)	4.1 Definition, Change in Management effect The need for BPR, Advantages, Constraining Factors, Challenges in BPR , BPR Governance , BPR Implementation Stages 4.2 BPR Total Quality Management, Risk Management, Organizational Structures, BPR Project Success failure reasons
Month: June 2020					Module/Unit:
	Lectures	Practicals	Total	Final Examination	


Mr. Pushkar Harshe
 Subject Teacher


 Co-ordinator B.B.A.
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Department of BBA

Annual Teaching Plan

Academic Year: 2019-20

Semester: BBA-II, SEM-III & IV

Subject: E-Commerce

Name of the Teacher: Mr. Pushkar Harshe

BBA-II Ecommerce-I					
Month: August 2019				Module/Unit: I	Sub-units planned
Course	Lectures	Practical's	Total	Introduction to E-Commerce	Introduction to E-Commerce – concept, features and functions of ecommerce, Scope and basic models of E – Commerce, Benefits of Ecommerce
BBA-I	16		16		
Month: September 2019				Module/Unit: II	Sub-units planned
Course	Lectures	Practicals	Total	EDI	Electronic data interchange – Concept of EDI, Differences in Paper based Business and EDI based Business, Advantages of EDI, Application Areas for EDI, Action plan for implementing EDI, Factors influencing the choice of EDI software.
BBA-I	16		16		
Month: October 2019				Module/Unit: III	Sub-units planned
Course	Lectures	Practicals	Total	Fundamentals of Internet:	Internet: - Concept of internet, Use of internet, requirement for internet Domains, Internet services, Establishing connectivity on the internet, Types of internet providers, constituents of internet, protocol: TCP, IP, FTP, WALS,GOFFER, SNNP, SMTP, POP3, TELNET, Browsing the internet, Email.
BBA-I	16		16		



Month: November 2019				Module/Unit: IV	Sub-units planned
Course	Lectures	Practicals	Total	Applications of E-Commerce:-	E- Marketing – Traditional Marketing V/s E-Marketing, Impact of Ecommerce on markets, Marketing issues in E-Marketing, Promoting your E Business, Direct Marketing – One to One Marketing. E-Finance: - Areas of E- Financing, E- Banking, Traditional Banking V/s E- Banking, Operations in E-Banking, E-Trading – Stock market trading. Importance and advantages of E-Trading
BBA-I	16		16		

Month: December 2019				Module/Unit:	Sub-units planned
Course	Lectures	Practicals	Total	Semester Examination	
				Semester Examination	

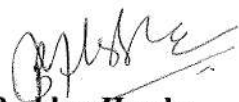
BBA- II, Sem IV, Ecommerce-II

Month: February 2020				Module/Unit: I	Sub-units planned
Course	Lectures	Practicals	Total	E- Payments	E- Payments:- Transactions through Internet, Requirements of payment Systems, Post-Paid payment system: credit card, Cyber cash, Internet cheques. Instant paid payment system: Debit cards, Direct Debit. Prepaid payment system - Electronic cash, Digi cash, net cash, Cyber cash, Smart cards.
BBA-I	16		16		

Month: March 2020				Module/Unit: II	Sub-units planned
Course	Lectures	Practicals	Total	E-Security :-	E-Security :- Areas of Internet Security, Security Threats, Security Breach, Breach avoidance, Detection and Recovery, Confidentiality and Integrity, Electronic signature, access control, Authentication, firewalls and proxy Services, Precautions for secure E – commerce. SSL (Secure Socket Layer), HTTP, HTTPS.
BBA-I	16		16		



					Website4. – Meaning of Website and Webpage, static, dynamic web site, importance of website and home page and its features, guidelines for constructing the web page.
Month: April 2020				Module/Unit: III	Sub-units planned
Course	Lectures	Practicals	Total	Introduction HTML to	Introduction to HTML:--5. Web page text formatting and alignment, font control and special characters, colors and design, Title , Paragraphs, indents , fonts , page breaks, graphics , putting images on the Web, creating Web page, image, hyperlinks, working with themes, frames and table model, Interactive Web pages, Interactive layout with frames.
BBA-I	16		16		
Month: May 2020				Module/Unit: IV	Sub-units planned
Course	Lectures	Practicals	Total	E – commerce in India	E – commerce in India – state of E – Commerce in India,, Problems and Opportunities in E – commerce in India, future of E – Commerce, Legal Issues Involved in E – commerce in India. 4
BBA-I	16		16		
Month: June 2020				Module/Unit:	Sub-units planned
	Lectures	Practicals	Total	Final Examination	


Mr. Pushkar Harshe
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