

Annual Teaching Plan

Academic year: 2021-22

Semester: (I) Department: Commerce

Course Title: Principles of Business Management-I (PBM) CC1041 A

Name of the Teacher: Dr. R. R. Patil

Month: October 2021				
Lectures	Practical	Total	Module / Unit	Sub Units Planned
15	- Video, Case and Documentary Films study on the given concepts exercize-- classroom activity to know what is managemen t	15	Module-I- Nature and Significance of Management	Introduction, Concept (Effectiveness versus Efficiency), Nature of Management, Characteristics of Management, Objectives of Management, Importance of Management, Management as an Art, Management as a Science, Management as a Profession, Management and Administration, Levels of Management, Coordination — The Essence of Management, Characteristics of Coordination, Importance of Coordination
Month: November 2021				
Lectures	Practical	Total	Module / Unit	Sub Units Planned
15	- Video, Case and Documentary Films study on the given concepts exercize- - classroom activity based on managerial	15	Module-II Managerial Roles, Functions and Skills	Managerial Roles , Functions And Skills: Introduction, Functions of Management (Planning, Organizing, Staffing, Directing, Controlling) Managerial Roles(Interpersonal Roles, Informational Roles, Decisional Roles,) Managerial skills(Technical,Human,Conceptual),Diagnostic skills, communication skills and Political skills.



Roles & Skill				
Month: December 2021			Module / Unit	Sub Units Planned
Lectures 15	Practical - Video, Case and Documentary Films study on the given concepts exercise-- classroom activity based on classical approach..	Total 15	Module-III Development of Management Thoughts	<p>Development of Management Thought: Introduction, Classical Approach of Management, Neo- Classical Approach of management and Modern Approach of Management</p> <p>Taylor's Scientific Management: Principles of Scientific Management, Techniques of Scientific Management</p> <p>Fayol's Administrative Management : 14 principles of management, Fayol versus Taylor — A Comparison</p> <p>Max weber's Bureaucratic Management: Types of Authority, Meaning and features of Bureaucracy</p> <p>Elton Mayo's Human Relation Management: Hawthorne Experiment and its findings,</p>
Month: January 2022				
Lectures	Practical	Total	Module / Unit	Sub Units Planned
15	Video, Case and Documentary Films study on the given concepts exercise- classroom activity based on management in 21 st century	15	Module-IV Management in the Twenty-first Century:	<p>Management in the Twenty-first Century: A Manager in 21st century, Important management skills in the Global Economy, Challenges do managers and employees face in the various areas of the 21st century management. (Human Resource Management, Production Management, Marketing Management, Financial Management and Agri-Business Management</p> <p>Revision</p>

Devan Paril
Name and Signature of The Teacher:



[Signature]
Name and Signature of HOD:

HOD
Department of Commerce
Vivekanand College,
Kolhapur

Annual Teaching Plan

Academic year: 2021-22

Semester: (II) Department: Commerce

Course Title: Principles of Business Management-II (PBM) CC1041 B

Name of the Teacher: Dr. R. R. Patil

Month: March 2022				
Lectures	Practical	Total	Module / Unit	Sub Units Planned
15	- Video, Case and Documentary Films study on the given concepts Exercise as classroom activity to know what is management	15	Module-I Planning:	Introduction, Concept, Importance of Planning, Features of Planning, Limitations of Planning, Planning Process, Types of Plans, Objectives, Strategy Policy, Procedure, Method, Rule, Programme, Budget
Month: April 2022				
Lectures	Practical	Total	Module / Unit	Sub Units Planned
15	- Video, Case and Documentary Films study on the given concept Exercise –as classroom activity based on managerial Roles & Skills	15	Module-II Organizing:	Meaning, Steps in the Process of Organizing, Importance of organizing, Organization Structure, Types of organization structures, Formal and Informal Organization, Delegation, importance of delegation, Decentralization, importance, Staffing : Introduction, Meaning, Importance of Staffing.
Month: May 2022			Module / Unit	Sub Units Planned
Lectures	Practical	Total	Module-III	Sub Units Planned
15	- Video, Case and	15	Directing :	Introduction, Meaning, Importance of Directing, Principles of Directing, Elements of Direction, Introduction, Features and Importance of



Documentary Films study on the given concepts			Supervision, Motivation, Leadership, Communication.
Exercise - classroom activity based on classical approach..			

Month: May/June 2022

Lectures	Practical	Total	Module / Unit	Sub Units Planned
15	Video, Case and Documentary Films study on the given concepts Exercise - classroom activity based on management in 21 st century	15	Module-IV Controlling:	Meaning of Controlling, Techniques of Managerial Control, Traditional Techniques, Modern Techniques, Responsibility Accounting, Management Audit, PERT and CPM, Revision

Name and Signature of The Teacher:

RevansPani

Name and Signature of HOD:

[Signature]

HOD
Department of Commerce
Vivekanand College
Kolhapur



Annual Teaching Plan

Academic year: 2021-22

Semester: (V) Department: Commerce

Course Title: Modern Management Practices Paper-I (MMP)

Name of the Teacher: Dr. Revati R. Patil

Month: October				
Lectures	Practical	Total	Module / Unit	Sub Units Planned
15	-Case study on the given concepts - classroom activity based on MBO	15	1. Contribution To Modern Management Practices:	a. Modern Management: Concept b. Contribution of Peter Drucker: c. Contribution of C.K.Prahlad : d. Contribution of Michael Porter:
Month: November				
Lectures	Practical	Total	Module / Unit	Sub Units Planned
15	-Case study on the given concepts - classroom activity based on Blue & Red ocean strategy	15	2. Introduction to Strategic Management:	a. Strategic Management: Concept of Mission, Vision, Objectives Concept of Strategy.. Environmental Analysis and SWOC Analysis, strategic management. b. Types of Strategies Mintzberg's 5 Ps, Corporate strategies. Mckinsey's 7s framework -Blue Ocean Strategy, Red Ocean Strategy.:
Month: December			Module / Unit	Sub Units Planned



Lectures 15	Practical -Case study on the given concepts - classroom activity based on Ethics	Total 15	3. Corporate Governance and Corporate social responsibility (CSR):	a. Corporate Governance: concept ethical issues in management. b. Corporate social responsibility: concept of social responsibility, Areas of social responsibilities
----------------	---	-------------	--	--

Month: January

Lectures	Practical	Total	Module / Unit	Sub Units Planned
15	Case study on the given concepts - classroom activity based on outsourcing	15	4. Knowledge Management and Outsourcing:	a. Knowledge Management: Concept, b. Outsourcing: Concept, Business process outsourcing- (BPO) ,Legal Process Outsourcing (LPO) Revision

Ravani
Name and Signature of The Teacher:

[Signature]
Name and Signature of HOD:



Annual Teaching Plan

Academic year: 2021-22

Semester: (VI) Department: Commerce

Course Title: Modern Management Practices Paper-II (MMP)

Name of the Teacher: Dr. Revati R. Patil

Month: March				
Lectures	Practical	Total	Module / Unit	Sub Units Planned
15	Studying Case study / articles on the given concepts - classroom activity based on TQM	15	1. Total Quality Management (TQM):	a. TQM: Concept of Quality, Meaning Of TQM. Elements of TQM, Contribution of Denming, Juran and crosby b. Benchmarking: c. Six sigma: d. Quality Certification:
Month: April				
Lectures	Practical	Total	Module / Unit	Sub Units Planned
15	-Studying Case study/articles on the given concepts - classroom activity based on corporate events	15	2. Event Management:	Event management: concept, types and importance. Procedure of event management, Conduct of An Event, Public Relations. Planning of corporate events
Month: May			Module / Unit	Sub Units Planned
Lectures	Practical	Total	3. Emergency Management and Change Management:	a. Emergency Management: Concept and Types. prevention & phases b. Change Management: Forces of Change, Response To Change, Management of Planned Change. Model. Managing Resistance To Change 3 Lewin's Three Step
15	Studying Case study / articles on the given concepts - classroom activity based on change	15		



	management			
Month: June				
Lectures	Practical	Total	Module / Unit	Sub Units Planned
15	Studying Case study/ articles on the given concepts - classroom activity based on Japanese Management	15	4. International Management:	International Management and Multinational Companies (MNC's)- Advantages and Challenges. Japanese Management and Theory Z Role of Global Managers. Revision

Ravipati

Name and Signature of The Teacher:

[Signature]

Name and Signature of HOD:

HOD

Department of Commerce
Vivekanand College



Annual Teaching Plan

Academic year: 2021-22

Semester: (V) Department: Commerce

Subject: Industrial Management (IM) -II

Course Title: Human Resource Management Paper-II

Name of the Teacher: Dr. R. R. Patil

Month: October				
Lectures	Practical	Total	Module / Unit	Sub Units Planned
15	Studying cases & exhibition of vedios on the stated concepts	15	Module-I Introduction to Human Resource Management (HRM) and Human Resource Management (HRP):	Nature, Scope, Objectives, Functions of HRM, Strategic Human Resource Management, Skills and Proficiency of HR managers. Objectives of HRP. Requirements of effective HRP, HRP Process, Manpower Demand Forecasting Techniques. Job Analysis: Concept, Job Description, Job Specification and Job Analysis Process.
Month: November				
Lectures	Practical	Total	Module / Unit	Sub Units Planned
15	Studying cases & exhibition of vedios on the stated concepts	15	Module-II Employee Talent acquisition:	Introduction to Recruitment-- Sources of Recruitment, Recruitment Process, Types of Recruitment. Introduction to Selection--- Selection Process, Tests of Selection, Orientation and Induction Process.
Month: December				
Lectures	Practical	Total	Module / Unit	Sub Units Planned
15	Studying cases & exhibition of vedios on the	15	Module-III Employee Training and Development:	Employee Training: Difference Between Training and Development, Need for Training, Training Process, Evaluation of Training. Types of Training, Selection of



	stated concepts			Training Methods. Employee Development: Introduction To Executive Development. Development, Methods of Executive Development. Objectives of Executive
Month: January				
Lectures	Practical	Total	Module / Unit	Sub Units Planned
15	Studying cases & exhibition of vedios on the stated concepts	15	Module- IV Employee Performance Appraisal and Merit Rating:	Employee Performance Appraisal - Meaning and purpose of Employee Performance, Job evaluation Vs performance appraisal Basis of Performance Appraisal, Performance Appraisal Process, Methods of Performance Appraisal, Essentials of Effective Performance Appraisal Ethics in Performance Appraisal, Problems of Performance Appraisal. Merit Rating Meaning, Benefits of Merit Rating - Difference between performance appraisal and merit rating Revision

Ravati Patil
Name and Signature of The Teacher:

[Signature]
Name and Signature of HOD:



Annual Teaching Plan

Academic year: 2021-22

Semester: (VI) Department: Commerce

Subject: Industrial Management (IM) -IV

Course Title: Human Resource Management Paper-IV

Name of the Teacher: Dr. R. R. Patil

Month: March				
Lectures	Practical	Total	Module / Unit	Sub Units Planned
15	Study wage and salary administration of various organizations and discuss in the class.	15	Module-I Compensation Management:	Objectives of compensation planning. Factors influencing compensation planning. types of compensation. characteristics of a desirable wage plan,, methods of wage payment, wage theories. wage structure and wage policy , state regulation of wages. Incentive Plans--- individual based incentive plans. group or team based incentive plan. Bonus, fringe benefits---need and types
Month: April				
Lectures	Practical	Total	Module / Unit	Sub Units Planned
15	study organizational disputes and the remedial measures taken by the organizations in the class	15	Module-II Employee Discipline and Grievances:	Types of Discipline, Causes of Indiscipline. In Disciplinary Actions, Steps In Disciplinary Actions Causes of Grievance, Effects, of Grievances, Elements Required For An Effective Grievances Handling, Steps In Grievances Handling, Benefits of Grievances Handling. Industrial Disputes Meaning, Indian Industry: Grievance Management.

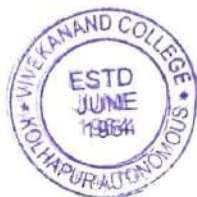


Month: May				
Lectures	Practical	Total	Module / Unit	Sub Units Planned
15	Asks students to collect content on HR AUDIT, HRIS & Discuss in the class.	15	Module-III Human Resource Accounting, Audit and Human Resource Information System:	Concept of Human Resource Accounting (HRA) objectives, advantages. Methods of Human Resource Accounting. Concept of HR Audit, objectives of HR Audit, HR Audit Process. Concept of Human Resource Information System (HRIS) objectives, advantages, limitations of HRIS, significance of HRIS. Significance of HRIS in today's Corporate World.
Month: June				
Lectures	Practical	Total	Module / Unit	Sub Units Planned
15	Study international organizations and discuss its merits and demerits in the class	15	Module-IV International HRM:	Concept Of IHRM, Difference Between Domestic HRM And IHRM, External Factors Impacting IHRM, IHRM Activities Revision

Name and Signature of The Teacher:


Name and Signature of HOD:

HOD
Department of Commerce
Vivekanand College
Kolhapur



Annual Teaching Plan

Academic year: 2021-22

Semester: (I) Department: M.Com

Subject: Business Management (BM) (Compulsory Paper)

Course Title: Business Management (BM) (Compulsory Paper)

Name of the Teacher: Dr. R. R. Patil

Month: October				
Lectures	Practical	Total	Module / Unit	Sub Units Planned
15	1. Visit any organisation and study the role of managers. 2. Prepare check list of Managerial Skill and	15	Introduction to Management:	Introduction to Management: Definition, Nature, Significance, Managerial Skills, Mintzberg's Role, Management as a Profession, Code of Conduct for Managers. Functional areas of Management - Human Resource, Finance, Production and Marketing.
Month: November				
Lectures	Practical	Total	Module / Unit	Sub Units Planned
15	1.study the management thought of concern organization and report to the College. 2. Visit any virtual organization and study the features of that organization	15	Contribution towards Management Thought:	A) Contribution of Frank Gilbreth, Mary Parker Follett, Tom Peters, Robert Waterman, Elton Mayo, Peter Drucker, Michael Porter and C.K Pralhad. B) Organizational Learning Approach- Need and Evaluation. Virtual Organization - Features and Implications.



Month: December

Lectures	Practical	Total	Module / Unit	Sub Units Planned
15	1. Visit any organization and study the adopted strategies by them and strategy implementation and control.	15	Strategic Management:	(A) Concept, Importance, Levels of Strategy, Strategic Intent, Different type of Strategies, Strategic Analysis and Choice - Corporate Level Analysis (GAP analysis, BCG Matrix, GE9 Cell Matrix), Industry Level Analysis (Porter's 5 Forces Model). (B) Strategy implementation and control- Techniques of Strategy Evaluation - Functional Issues, Behavioural Issues and McKinsey's 7-S Model. Strategic Control Technique.

Month: January

Lectures	Practical	Total	Module / Unit	Sub Units Planned
15	1. Visit any organization discuss with management regarding challenges and problems. 2. study the ethical issues and suggest remedies.	15	Contemporary Issues in Management:	(A) Ethical Issues- Social, Cultural, Financial, Marketing and Environment related Issues. (B) Management of 21st Century Organization - Challenges and Opportunities in E-Commerce, E-Business and M-Commerce. Revision

Name and Signature of The Teacher:

Name and Signature of HOD:



Annual Teaching Plan

Academic year: 2021-22

Semester: (II) Department: M.Com

Subject Organizational Behaviour (Compulsory Paper)

Course Title: Organizational Behaviour (Compulsory Paper)

Name of the Teacher: Dr. R. R. Patil

Month: March				
Lectures	Practical	Total	Module / Unit	Sub Units Planned
15	- Visit any nearby organization and observe management functions perform therein 2. Visit any organization and study the ethical issues in organizational behaviour.	15	Introduction to Organizational Behaviour:	Concept, significance, Nature and scope of OB, contributing disciplines to OB, relationship between management and organizational Behaviour, Ethical issues in OB, Historical Development of OB, Models of OB.
Month: April				
Lectures	Practical	Total	Module / Unit	Sub Units Planned
15	1. Classify the types of personality of sample employees in nearby	15	Individual and Group Behaviour:	A. Foundations of Individual Behaviour: Personality (Concepts, Determinants and types), Perception (meaning,



	<p>organization. 2. Visit any group and discuss with them about objectives and purpose of group formation.</p>			<p>process, factors affecting perception)., Attitude (Concept, formation and types), Values (Concept, types and formation) and Job Satisfaction (Concept, Determinants and Measurements), Learning (Meaning, determinants, principles)</p> <p>B. Foundations of Group Behaviour: Definition and importance of group, Types of group, Process of group development, Group Behaviour (Norms, Cohesion, Role intergroup Conflicts), Group performance factors, Quality Circle and Work Teams.</p>
--	--	--	--	---

Month: May

Lectures	Practical	Total	Module / Unit	Sub Units Planned
15	<p>Prepare a poster on organizational conflicts and their resolution. 2. Visit any organization study the negotiation process.</p>	15	Organizational Conflict and Negotiation:	<p>A. Organizational Conflict: Concept, types, sources and levels of organizational conflict, Traditional and modern approach to conflict, Functional and dysfunctional organizational conflict, conflict process, resolution of conflict.</p> <p>B. Negotiation: bargaining strategies, the negotiation process, individual differences in negotiation effectiveness, third party negotiations.</p>

Month: June



Lectures	Practical	Total	Module / Unit	Sub Units Planned
15	1. Prepare a report on organizational culture adopted in nearby organization. 2. Discuss with employees of any organization and know the quality of work life.	15	Organizational Culture and Work Life Balance:	<p>A. Organizational culture: Definition, types, functions, creating, sustaining and changing culture.</p> <p>B. Quality of Work life: concept, constituents of QWL, QWL in Indian context. Managing work life conflicts in organizations.</p> <p>Revision</p>

Revati Patil
Name and Signature of The Teacher:

[Signature]
Name and Signature of HOD:
HOD
Department of Commerce
Vivekanand College
Kolhapur

