SECOND SEMESTER

ORGANISATIONAL BEHAVIOUR

MBA (PM) 1201

Max Marks 100
Internal 30
External 70
Time 3 Hrs

OBJECTIVE
- To impart conceptual knowledge of organizational behaviour
- To develop skills useful for understanding & dealing with human behavior problems in purposive organizational
Developing understanding, motivational disposition & their impact on organization.

CONTENTS
- Introduction: Concept, Scope and Application of Organization Behavior in Management, OB Models
- Personality Theories. Carl Jung, Sigmund Freud, Gordon Allport
- Perception, Attitude
- Theories of Motivation: Maslow’s, XY Theory, Herzberg Theory
- Quality of Work Life, Job Enrichment, Job Enlargement, Job Designing, Job Contents and Job Rotation
- Power, Politics and Authority
- Stress Management: Concepts, Consequences, Causes and Coping Strategies

Suggested Reading
Kornan Abraham K
Organizational Behaviour
OBJECTIVE
To develop an awareness among the students about social, economic and psychological distress created as a result of industrialization and to make them aware of changing philosophy and the attitude of the govt. and the management toward finding out the solution to the problem created by the industrialization through social security and other welfare measures.

CONTENTS
Commercial Insurance and social assistance, Benefits and limitations of social security

Social Security in India: Growth of Social Security, Basic knowledge of SS schemes in India under Workmen’s Compensation Act, Employee’s Provident Fund Act, Maternity Benefits Act and Employees’ State Insurance Act, Integration of SS schemes in India

Industrial Labour in India- Labour in Organised and Unorganised Sector, Characteristics of Industrial Labour in India

Labour Welfare: Concept and Scope, Significance of labour welfare in Developing Economies

ILO: Origin, Principles and Structure and Objectives of ILO, ILO and Indian Labour Legislations, ILO and Labour Welfare


Suggested Reading

Bhagoliwal T N : Ecos, Of Labour & Social Welfare

Saxena R C : Labour Problems & Social Welfare

Sharma A M : Social Security & Labour Welfare

Punekar S D : Labour Welfare

NOTE: One Case study is to be given in the paper
TOTAL QUALITY MANAGEMENT

MBA (PM) 203

Max Marks 100
Internal 30
External 70
Time 3 Hrs

OBJECTIVE
To provide student with the know-how of planning establishing,
operating and improving a system of TQM and its various
Techniques

CONTENTS
- Quality : Concepts and Objective
- Establishing a Quality Programme
- Developing a Quality Culture, Training and Quality
  Total Quality—Concept and Evolution
- Contribution of Deming, Juran, Ishikawa, Crosby, and Canway In
  the development of TQM
- Quality Circles
- Implementation of TQM through 5S, Kaizen, Just In Time,
  Kanban
- Business Process Reengineering: Concept and Process. Role of
  Human Resource Management in BPR

Suggested Reading
Dennis L Collard
Bagchi T
Wakhlu
Hutchins
Evans

Handbook of Quality Management
Total Quality
ISO-9000
Total Quality
In Pursuit of Quality
TQM
24
NOTE: One case study is to be given in the paper

**INDUSTRIAL LAWS – II**

**MBA(PM) 204**

Max Marks: 100
Internal: 30
External: 70
Time: 3 Hrs

**OBJECTIVE**
To impart knowledge of the contents of laws relating to industrial relations and labour welfare and to enable the students to interpret and apply these laws.

**CONTENTS**
- Industrial Dispute Act 1947
- Trade Union Act 1926
- Industrial Employment (Standing Order) Act 1946
- Payment of wages Act 1936
- Minimum Wages Act 1948
- Madhya Pradesh Industrial Relation Act 1960

**Suggested Readings**
- Kapoor N D: Industrial Law
- Malik P L: Industrial Law
- Sethi K L: Indian labour Legislation
- Chakraborti B K: Labour Laws in India
- Misra S N: Labour & Industrial Laws
- Bare Acts & Journals
RESEARCH METHODOLOGY

Max Marks 100
Internal 30
External 70
Time 3 Hrs

OBJECTIVE

To enable the student to understand the basic concepts, tools and technique of social research and to develop the ability to measure and judge quantitative aspects.

CONTENTS

- Planning a Research Project, Problem Identification, Formulation and Clarification, Hypothesis and Assumptions
- Research Design -- Concept and Importance
- Data types -- Data collection, Questionnaire Design and Pre testing, Observation, Interview, Survey Research and their Reliability, Validity and Objectivity
- Graphical Representation and Diagrams
- Sampling: Meaning, Technique and determination of sample size
- Probability: Binomial Expansion and Normal curve
- Development of Scale
- Correlation and Regression
- Hypothesis Testing and Analysis of Variance (test of “t”, “F”, “chi”, “z”)
- Research Report Writing

Suggested Reading

Croxton, Cowden & Bolch Practical Business Statistics
Kothari R C RM
Good & Hatt Methods in Social Research
Rammel Francis J & Ballaine Wesley C
& Hansmna
Michael V P
Ackoff R L
Gochrea W G
Festing L & Katz D
Good & Scates
Kothari C R
Jahoda Marie

Research Methodology in Business
Quantitative Analysis for Business
Decisions
Research Methodology in Business
The Design of Social Research
Sampling Technique
Research Methods in Behavioural Sciences
Methods & Research
Research Methodology
Research Methods in Social Relations

BUSINESS ENVIRONMENT

MBA (PM) 206

Max Marks 100
Internal  30
External  70
Time       3 Hrs

OBJECTIVES
To impart an understanding of social, economic and political environment influencing the executive decision making in India
To appraise the student with the economic and business environment of the country

CONTENTS
Political Economy, Govt and Business – Theory of Govt Intervention, Forms of Interventions – Traditional and Non-Traditional Intervention, Govt –Business Relationship in India, Concept of Liberalization and Privatization.
Need for regular Economic and Industrial activities; Regulatory role of the Govt. through legislative framework – Price Controls, Industrial Licensing and New Economic Policy. FEMA, MRTP, SEBI AND COPRA


Suggested Reading

Khera S S : Government in Business
Chopra B S : Business Policy for Indian Industries
Anarchand : Government & Business
Aram J D : Management Business & Public Policy
Agarwal P N : The History of Indian Business
Cherunilam F : Business & Society
Ghosh B M : Economic Environment of Business

NOTE : One case study is to be given In the paper.
OBJECTIVES

Personal computers are becoming highly popular for a variety of small/medium-sized applications. The objective of this course is to familiarize students with modern software tools to assist application development on PCs.

The course aims at providing theoretical and practical insights into database management system. It also gives the general introduction of the capabilities of the computers.

CONTENTS

Introduction to Data Processing and Business Files: Data Processing, Importance of Data Files, Concept of Record and Files. Types of Business Files- Master and Transaction File, Basic File Processing Activities viz. File Sorting, Searching, Merging and Matching.


Database Management System: Meaning of Database and Database Management, Database Technology, Relational Approach for developing Database, Function of Database Administrator, Logical and Physical database, Key-List structure & hierachical structure, Network Structure, Management Responsibilities, Components of Databases, Data Fields, Data Record and Data Files.
FoxPro 2.5 Programming: Creating Databases. Processing Databases. Creating Programme Files, Sorting, Searching and Indexing Facilities. Set Commands, Basic Input and Output Commands.

Project In FoxPro as an Organization Problem

**Suggested Reading**

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Jiwaji University, Gwalior
A Foundation Course
in
Human Values & Ethics
Syllabus for the Value Education course to be introduced in JU
Course Code: JU-001
For MBA (full time): BBA, MBA(PM), MBA(General), MBA(Part time)

Content for Lectures:

Module 1: Course Introduction – Need, Basic Guidelines Content and process for Value Education

1. Understanding the need, basic guidelines, content and process for Value Education
2. Self-Exploration – what is it?, its content and process: Natural Acceptance and Experiential Validation – as the mechanism for self-exploration
3. Continuous Happiness and Prosperity – A look at basic Human Aspirations
4. Right understanding, Relationship and Physical facilities – the basic requirement for fulfillment of aspirations of every human being with their correct priority
5. Understanding Happiness and Prosperity correctly – a critical appraisal of the current scenario
6. Method to fulfill the above human aspirations: understanding and living in harmony at various levels

Module 2: understanding Harmony in the human Being – Harmony in Myself

7. Understanding human being as a co-existence of the sentient I and the material body
8. Understanding the needs of self (‘I’) and ‘Body’ – Sukh and swavidha
9. Understanding the body as an instrument of ‘I’ (I being the doer, seer and enjoyer)
10. Understanding the characteristics and activities of ‘I’ and harmony in ‘I’
11. Understanding the harmony of I with the Body: Sanyam and Swasthya: correct appraisal of Physical needs. Meaning of Prosperity in detail
12. Programs to ensure Sanyam and swasthya
   - practice to Exercises and Case Studies will be taken up in practice sessions.


13. Understanding harmony in the family – the basic unit of human interaction
14. Understanding values in human-human relationship: meaning of Nyaya and program for its fulfillment to ensure Udbhav –tripit; Trust (Vishwas) and Respect (Samman) as the foundational values of relationship
15. Understanding the meaning Vishwas ; Difference between intention and competence
16. Understanding the meaning of Samman. Difference between respect and differentiation: the other salient values in relationship
17. Understanding the harmony in the society (society being and extension of family):

   Samadhan, Samridhi, Abhay, Sah – astitva as comprehensive Human Goals
Universal order (Sarvabhaum Vyawastha) - from family to world family!
Practice Exercises and Case Studies will be taken up in practice sessions.

Module 4: Understanding Harmony in the Nature and Existence – Whole existence as Co-existence
19. Understanding the harmony in the Nature
20. Interconnectedness and mutual fulfillment among the four order of nature – recyclability a and self-regulation in nature
21. Understanding Existence as co-existence (Sah-astirva) of mutually interacting units in all Pervasive space
22. Holistic perception of harmony at all levels of existence
   - Practice Exercises and Case Studies will be taken up in practice sessions.

Module 5: Implications of the above Holistic Understanding of Harmony on professional Ethics
23. Natural acceptance of Human Values
24. Definitiveness of Ethical Human Conduct
25. Basis for Humanistic Education, Humanistic Constitution and Humanistic Universal Order
26. Competence in professional ethics:
   a) Ability to utilize the professional competence for augmenting universal human order.
   b) Ability to identify the scope and characteristics of people-friendly and eco-friendly production systems.
   c) Ability to identify and develop appropriate technologies and management patterns for above production system.
27. Case studies of typical holistic technologies, management models and production systems.
28. Strategy for transition from the present state to Universal Human Order:
   a) At the level of individual: as socially and ecologically responsible engineers, technologists and managers
   b) At the level of society: as mutually enriching institutions and organizations

Extracts from Bhagwadgita, Guru Granth Sahib, Quran and Bible

Text Books and Reference Material

a. The text books:

b. Teacher's Manual:

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C. Reference Books
