Operations Management
Paper Code: BBA - 201
Total Credit: 6
Total hours of lectures: 60 hours

Course Outcomes:

After Completion of this course, the students will be able to

1. identify the elements of operations management and various transformation processes to enhance productivity and competitiveness.
2. analyze and evaluate various manufacturing systems, location and layout concepts.
3. develop a balanced line of production & scheduling and sequencing techniques in operation environments.
4. apply the concept of Maintenance management and purchase management.

Sl.	Topic/Module	Hour
1.	**Module 1: Introduction to Operations Management**: Difference between Manufacturing and Service Operations; Product Process Matrix capacity planning- Responsibilities of Production Manager; Production as a Coordination Function; Production Cycle, Production Planning & Control Concept.	6
2.	**Module 2** : **Characteristics of Manufacturing Systems**: Classification of Manufacturing Systems	6
3.	**Module 3**: **Plant Location**: Need for a Good Plant Location; Factors influencing Plant Location – Tangible and Intangible Factors; Economic Survey of Site Selection	6
4.	**Module 4** : **Plant Layout**: Need for a Good Plant Layout; Characteristics of a Good Layout, Costs associated with Plant Layout; Process Layout vs. Product Layout;	6
5.	**Module 5**: **Assembly Line Balancing**: Concept and Problems; Cellular Manufacturing Concept	6
6.	**Module 6**: **Maintenance Management:** Types of Maintenance – Breakdown and Preventive Maintenance; Total Productive Maintenance (TPM)	6
7.	**Module 7: Purchase Management:** Purchasing Procedure; Value Analysis; Vendor Selection; Negotiation; Make or Buy decision	6
8	**Module 8: Inventory Management:** Classification of inventory items – ABC, FSN, VED, classification; Introduction to EOQ and EBQ; MRP – Concept, inputs and outputs, benefits, examples; Master Production Schedule; Concepts of MRP II, JIT and ERP	10
9	**Module 9: Inspection & Quality Control:** Types of Inspection; Statistical Quality Control – Acceptance Sampling and Control Charts	8

Suggested Readings:

1. Chary, S.N. – Production and Operations Management; TMH
2. Panneerselvam, R. – Production and Operations Management, PHI
3. Bedi, K. – Production and Operations Management; Oxford University Press
4. Collier, Evans and Ganguly – Operations Management; Cengage Learning, Pearson
5. Buffa, E. S. and Sarin, R.K. – Modern Production / Operations Management;
John Wiley.
6. Jay Heizer, Barry Render, et al., Operations Management, Pearson.

Organizational Behaviour
Paper Code: BBA - 202
Total Credit: 6
Total hours of lectures: 60 hours

Course Outcomes:

After Completion of this course, the students will be able to

1. demonstrate the applicability of the concept of organizational behavior to understand the behavior of people in the organization.
2. illustrate the applicability of analyzing the complexities associated with management of individual behavior in the organization.
3. relate with how the organizational behavior can align with the diverse culture of employees in MNCs.
4. identify the role of communication in an organization

Sl.	Topic/Module	Hour
1.	**Module 1: Introduction**: Concept of organizational Behaviors – Learning Objectives, Nature, Role, importance, Emerging Challenges, Evolution.	8
2.	**Module 2**: **Personality:** Learning Objectives, Nature, Theories, Shaping of Personalities.	8
3.	**Module 3**: **Perception and Attribution:** Meaning, Definitions, influencing factors, Perceptual process	6
4.	**Module 4: Learning:** Definition, Process, Cognitive theory of learning.	6
5.	**Module 5**: **Attitudes**: Definition, Objective, Nature, Components-ABC model, Formation, Function, challenging attitudes.	6
6.	**Module 6** : **Group Dynamics:** definition, objective, Types, Introduction to Group Development and structuring.	6
7.	**Module 7: Power and Political behaviour:** Definition, Power Dynamics, Sources, Power tactics, Essence of politics, Types of political activities.	6
8	**Module 8: Conflicts:** Definition, Objective, Nature, Nature of conflicts, Process, levels.	6
9	**Module 9: Communication:** Definition, Objective, Types of Interpersonal Communication, Influencing factors, Barriers,	6

10	**Module 10: International Organizational Behaviour:**	2

Suggested Readings:

1. K. Aswathappa: Organizational behaviour, Text, Cases and Games, Himalaya Publishing House.
2. Stephen P. Robbins: Organizational Behaviour, Eighteen Edition, Pearson.
3. Stephen P. Robbins: Essentials of Organizational Behavior, Fourteenth Edition, Pearson.
4. Fred Luthans: Organizational behavior: A modern behavioral approach to management, McGraw-Hill.
5. Afsaneh Nahavandi: Organizational Behavior, First Edition, SAGE Publications.
6. Khanka S.S , Organizational Behaviour, S Chand & Company.

Paper Code: BBA - 204
Environment & Sustainable Development
Total Credit: 2
Total hours of lectures: 20 hours

Course Outcomes:

After Completion of this course, the students will be able to

1. explain the knowledge base on ecosystem and types of environmental pollutions.
2. relate with the efforts that can be made at the industry and government level to improve the environment, the economy and the quality of life.
3. build basic understanding on sustainable development with a vision to balance our economic, environmental and social needs, allowing opulence for now and future generations.
4. illustrate the environmental issues and challenges

Sl.	Topic/Module	Hour
1.	**Module 1 :** Introduction , Multidisciplinary nature , Scope and importance; the need for environmental education. Concept of sustainability and sustainable development.	5
2.	**Module 2** : Ecosystems: Definition, Structure: food chains, food webs and function of ecosystem: Energy flow, nutrient cycle and ecological succession. Ecological Interactions, Biodiversity and Conservation – Levels, India as a mega-biodiversity nation, Threats to biodiversity, Ecosystem and biodiversity services	5
3.	**Module 3**: Environmental Pollution - Types:- Air pollution, Water pollution, Land pollution, Noise pollution; pollutants, Effects of pollution, Control and Remedial measures.	5
4.	**Module 4** : Environmental Protection- Report of the Club of Rome: Sustainable Development, Different Renewable Energy Sources- Wind Power, Water Power, Bio Fuel/Solid Bio Mass, Geothermal Energy, Nuclear Power, Environmental Movements- Chipko movement; Narmada Bachao movement; Tehri Dam conflict.	5
5.	**Module 5**: Envionmental policies and Legislations: Environmental Regulations Different Acts, Environmental Ethics Environmental Impact Assessment (EIA), EIA – Methods and Tools, Appraisal and Clearance for Industry, Evaluation System.	5

Suggested Readings:

1. G.N. Pandey: Environmental Management, Vikas Publishing House Pvt. Ltd.

2. Cunningham: Environmental Science, TMH.

3. R. Rajagopalan: Environmental Studies, Oxford.

4. R. Joshi & Munish Kapila: Environment Management, Kalyani Publishers.

5. C.S. Rao: Environmental Pollution Control Engineering, New Age International Publication.

6. Navi Radjou and Jaideep Prabhu: Do Better With Less: Frugal Innovation for Sustainable Growth, Penguin Portfolio.