



# बिरसा मुंडा ट्रायबल युनिवर्सिटी

## Birsa Munda Tribal University

राजपिपला, जि. नर्मदा Rajpipla, Dist. Narmada

Established by Tribal Development Department, Govt. of Gujarat

School of Commerce

B.Com. Programme

Subject Code & Name: - BC01MECC01: Principles of Business Management-I

Teaching and Evaluation Scheme:

Teaching Scheme				Examination Scheme			
Credits				Component Weightage			
				INTERNAL		EXTERNAL	
L	T	P	Total	TH	PWE	TH	PWE
4	0	0	4	50	0	50	0

Programme Name	B.Com
Semester	1
Course Code	BC01MECC01
Course Title	Principles of Business Management-I
Course Content Type (Th./Pr.)	Th.
Course Credit	4
Sessions+ Lab. Per Week	4
Total Teaching/Lab. Hours	60 Hours
* 2 Laboratory – 1 Session	

### Learning Objectives

1. To Understand the Basic Concept of Management and its Other Aspects.
2. To Apply the Functions of Planning and Decision Making.
3. To Learn the Organising and Delegation of Authority.
4. To know the Controlling, Budgetary Control and Break-Even Analysis.

### Prerequisites (if any)

### Learning Outcomes

On the Completion of this course, students will able to:

1. Recite the Basic Concept of Management and its Other Aspects.
2. Apply the Functions of Planning and Decision Making.
3. Understand the Organising and Delegation of Authority.
4. Classify Controlling, Budgetary Control and Break-Even Analysis.





# बिरसा मुंडा ट्रायबल युनिवर्सिटी Birsamunda Tribal University

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## School of Commerce B.Com. Programme

Detailed Contents		
UNIT	TOPIC/SUB-TOPIC	TEACHING HOURS
I	<b>Introduction to Management</b> Meaning and Definition, Features, Objectives, Managerial Functions (POSDCORB), Significance, Managerial Roles & Skills. Scientific Management: Concept, Importance	15
II	<b>Planning &amp; Decision Making</b> <b>Planning:</b> Meaning and Definition, Features, Importance, Limitations, Types/elements of plans, Steps in Planning Process. <b>Decision Making:</b> Meaning & Characteristics, Steps in Decision Making Process, Types of Decisions.	15
III	<b>Organising</b> Concept, Process, Principles of organization, Delegation of Authorities: meaning, importance & process, Centralization & Decentralization, Types of Organisation : line, functional, line and staff.	15
IV	<b>Controlling</b> Concept, Nature, Importance, Steps in control process, Types of control, Techniques of Control : (A) Budgetary control-meaning, objectives, advantages & limitations (B) Break Even Analysis-concept, uses & limitations.	15
<b>Reference Books</b>		
<ol style="list-style-type: none"><li>1. Principles &amp; Practices of Management by L M Prasad</li><li>2. Basu, C. R., Business Organization and Management, McGraw Hill Education.</li><li>3. Kaul, V.K., Business Organisation and Management, Pearson Education, New Delhi</li><li>4. Koontz and Weihrich, Essentials of Management, McGraw Hill Education.</li><li>5. Burton Gene and Manab Thakur; Management Today: Principles and Practice; Tata McGraw Hill, New Delhi.</li><li>6. Chhabra, T.N., Business Organisation and Management, Sun India Publications, New Delhi</li><li>7. Text and Cases of Human Resource Management by P SubbaRao</li><li>8. Gupta CB, Modern Business Organisation, Mayur Paperbacks, New Delhi</li></ol>		
<b>Web Resources</b>		
<a href="https://ugcmoocs.inflibnet.ac.in/view_module_pg.php/384">https://ugcmoocs.inflibnet.ac.in/view_module_pg.php/384</a>		

**L::** Lecture, **T::** Tutorial , **P::**Practical

**PWE::** Practical Work Examination

(PWE includes Laboratory practical work, project work, viva simulation exercise work etc.)

