

MC-201 : ORGANIZATIONAL BEHAVIOUR

Max. Marks : 100
External : 85
Internal : 15

- Unit - I** Concepts, Nature and Determinants of organization behaviour, Models of organization behaviour, Challenges and opportunities for organization behaviour, Meaning and Importance of Individual behaviour, natural Process of perception, Components of Learning, Principles and Theories of Learning.
- Unit - II** Values and attitudes - Concepts, Types and sources, Measurement of Attitude, Defining and classifying groups, stages of Group Development, Group Structure, Group processes, Group Dynamics, Group V/S Team, Team Effectiveness, Group And Intergroup Relations.
- Unit - III** Emerging perspective of Motivation, concepts and Types of motivation, theories of Motivation - Mallow's Hierarchy of needs, Herzberg's two factor theory, ERG Theory, Vroom's expectancy theory, equity theory, reinforcement theory and behaviour Modification.
- Unit - IV** Nature and significance of leadership, leadership in Different Cultures, Leadership Theories : Trait Theories, Behavioral Theories - Ohio State Studies, Michigan Studies, and Managerial Grid. Fielder's Contingency Model, Hersey and Blanchard's situational Theory, path Goal Theory, Leadership Styles and transformational Leadership.
- Unit - V** Transitions in conflict thought, functional versus Dysfunctional conflict, conflict Process, conflict Management Techniques, negotiation Process concept of Organizational culture, Relationship of Culture with Organizational behavior, national and Global culture, Levels of Organizational Culture. Organizational change and Development-forces of changes, Resistance to change, Process for planned Organizational change, Change cycles and techniques of Organizational Development.

Suggested Readings :

- Kumar Pradeep and Thakur, K.S., Organisational Behaviour, Wisdom Publications, New Delhi.
- Fred Luthans, *Organisational Behaviour*, McGraw Hill Book Co., 1995.
- Stephen P. Robbins, *Organisational Behaviour*, Prentice Hall, 1997.
- Keith Davis, *Human Behaviour at Work*, -M.cGraw Hill Book Co., 1991
- Gregory Moorehead and R.S. Griffin, *Organisational Behaviours: Managing People and Organisations*, Jaico, 1994.
- Judith R. Gordon, *A Diagnostic Approach to Organisational Behaviour*, Allyn & Bacon, 1993.
- Pradeep Kumar and K S Thakur, *Organizational Behaviour*, Wisdom Publication.

SS. 75-A = 2
17.15

MC-202 : RESEARCH METHODOLOGY

Max. Marks : 100
External : 85
Internal : 15

- Unit - I** Business Research, Meaning, Nature And Types of Research. Research Process, meaning, Identification, Selection And Formulation of Research Problem, Sources of Research Problem, Variables and types of Variables.
- Unit - II** Meaning of Research Design, Need for Research Design, Features of A Good Research Design, Types of Research Designs - Exploratory, Descriptive, Experimental And diagnostic, Hypothesis - Concept, Sources and Types, Formulation of Hypothesis.
- Unit - III** Concept of sources of Primary Data and Secondary Data and its uses in Research, Questionnaires, Interviews And Surveys. Observation, Contents analysis and measurement Scales, Techniques of Developing Scales, Reliability and validity of Scales.
- Unit - IV** Data Analysis Using Statistical Packages, Hypothesis Testing - Parametric And Non-parametric Tests, Analysis of Differences Between A Single Sample and a population, Analysis of Differences Between Two or more than two levels of An Independent variable, Analysis of Designs with more than one independent variable, Analysis of Relationships, Statistical Inferences for one or two samples. chi-square Tests, Analysis of Covariance (Ancova) and use of multivariate Analysis in Business Research, Application of SPSS.
- Unit - V** Research Report : Types of Reports and Characteristics of a Research Report, Formulation of Research Report, layout of Research Report, Utility and Limitations of Research Report, Footnote, References and Bibliography.

Suggested Readings :

- Kothari, C.R., Research methodology Methods and Techniques, New Age International Limited Publishers, New Delhi.
- Donald R Cooper and Pamela S Schindler, Business Research methods, Tata McGraw - Hill Company Limited, Noida.
- J.K. Sachdeva, Business Research Methodology, Himalaya Pub. House, New Delhi.

MC-203 : FINANCIAL MANAGEMENT**Max. Marks : 100****External : 85****Internal : 15**

- Unit - I** Financial Management – Introduction, concept of finance functions, Types of Financial Decisions, Importance, Objective organisation and responsibility of finance Management.
- Unit - II** Financial Planning, Capitalisation, over and under capitalization, capital structure, Trading on equity.
- Unit - III** Leverage Analysis: Operating and financial, Long term medium term, short term requirement sources of funds Share Capital & Debenture.
- Unit - IV** Cost of capital: objectives, Types and Analyses, Dividend Decision Policy, Management of Income and Ploughing back of profits.
- Unit - V** Management of working capital, Management concepts of working capital, significance of working capital, sources of working capital, methods of working capital control techniques of cash, receivable, Inventory.

Suggested Readings :

- Kuchhal, S. C. Chaitanya, Financial Management-.
- Kulkarni, M. A. Career, Financial Management.
- Pandey, I. M. Vikas, Financial Management
- Horne, J. C. V. , Financial Management & Policy, Pearson.
- Srivastava, R. M., Financial Management & Policy: Global Prospective, Himalaya.
- R.P. Rustagi, Financial Management,
- B. Banerjee, Financial Management & Policy,

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MC-204 : ACCOUNTING FOR MANAGERIAL DECISIONS

Max. Marks : 100
External : 85
Internal : 15

- Unit - I Management Accountancy : meaning, Nature, scope and functions, Role of Management Accounting in decision making, Tools & Techniques of Management Accounting. Management Accounting Vs Financial accounting and cost Accounting.
- Unit - II Financial Statements, Meaning Limitations, Objectives and Methods of Financial Statement Analysis: Ratios - Classification, Profitability, Turnover ratio Financial Ratios, Advantages of Ratio Analyses and Limitations.
- Unit - III Capital Budgeting - Nature, Characteristics and Methods of Capital Budgeting.
- Unit - IV Fund flow, cash flow statement (As per Accounting Standard)
- Unit - V Cost of Capital, Responsibility Accounting, Management Reporting.

Suggested Readings :

- S.P. Gupta, Management Accounting
- K.G. Gupta, Management Accounting
- S.N. Maheshwari, Management Accounting
- Jawaharlal, Management Accounting
- R.P. Rustagi, Management Accounting
- Agrawal & Agrawal, Management Accounting (Hindi)