

# **Haryana Engineering College, Jagadhri**

## Lesson Plan of Bachelor of Business Administration 4th Semester

**Subject :** Human Behaviour at Work (BBA-208)

<b>Day</b>	<b>Topic / Chapter Covered</b>	<b>Academic Activity</b>	<b>Test/Assignment</b>
Day 1	Behaviour at Workplace: Nature	Lecture	
Day 2	Behaviour at Workplace: Meaning	Lecture	
Day 3	Group as a medium of learning	Lecture	
Day 4	Group as a medium of learning	Lecture	
Day 5	Group Development Process	Lecture	
Day 6	Group Development Process	Lecture	
Day 7	Group Dynamics in Workplaces	Lecture	
Day 8	Group Cohesiveness	Lecture	Assignment 1
Day 9	Group Think	Lecture	
Day10	Group Conformity	Lecture	
Day11	Group Obedience	Lecture	
Day12	Group Morale	Lecture	
Day13	Group Performance	Lecture	
Day14	Group decision making	Lecture	
Day15	Group decision making	Lecture	
Day16	Group synergy	Lecture	
Day17	Team building	Lecture	
Day18	Team building	Lecture	Assignment 2
Day19	Interpersonal Influence Processes	Lecture	
Day20	Interpersonal Influence Processes	Lecture	
Day21	Social Loafing	Lecture	
Day22	Social Facilitation	Lecture	
Day23	Interpersonal Communication	Lecture	
Day24	Interpersonal Communication	Lecture	
Day25	Interpersonal awareness	Lecture	
Day26	Feedback process	Lecture	
Day27	Interpersonal trust	Lecture	Assignment 3
Day28	Career roles	Lecture	
Day29	Career roles	Lecture	
Day30	Identity	Lecture	
Day31	Competition	Lecture	
Day32	Cooperation	Lecture	

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## Lesson Plan of Bachelor of Business Administration 4th Semester

**Subject :** Macro Business Environment (BBA-209)

<b>Day</b>	<b>Topic / Chapter Covered</b>	<b>Academic Activity</b>	<b>Test/Assignment</b>
Day 1	Economic Reforms	Lecture	
Day 2	Liberalisation	Lecture	
Day 3	Privatization	Lecture	
Day 4	Globalization	Lecture	
Day 5	Industrial policy of India-Meaning	Lecture	
Day 6	Industrial policy of India-Meaning	Lecture	
Day 7	Current Industrial Policy	Lecture	
Day 8	Current Industrial Policy	Lecture	Assignment 1
Day 9	Foreign capital	Lecture	
Day10	Technology	Lecture	
Day11	Foreign investment policy	Lecture	
Day12	Foreign investment policy	Lecture	
Day13	Multinational corporations	Lecture	
Day14	Foreign investment in India	Lecture	
Day15	Foreign investment in India	Lecture	
Day16	Regulation of foreign trade	Lecture	
Day17	Promotion of foreign trade	Lecture	
Day18	Nature of multilateral economic institutions	Lecture	Assignment 2
Day19	Nature of multilateral economic institutions	Lecture	
Day20	Operations of multilateral economic institutions	Lecture	
Day21	World Bank	Lecture	
Day22	World Trade Organisation	Lecture	
Day23	International Monetary Fund	Lecture	
Day24	Monetary Policy of India: Meaning	Lecture	
Day25	Monetary Policy of India: Significance	Lecture	
Day26	Fiscal Policy of India: Meaning	Lecture	
Day27	Fiscal Policy of India: Significance	Lecture	Assignment 3
Day28	Latest policy	Lecture	
Day29	Latest policy	Lecture	
Day30	Exim policy of India	Lecture	
Day31	Its impact on Indian exports	Lecture	
Day32	Imports in various sectors.	Lecture	

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# **Haryana Engineering College, Jagadhri**

## Lesson Plan of Bachelor of Business Administration 4th Semester

**Subject :** Business Statistics - II (BBA-210)

<b>Day</b>	<b>Topic / Chapter Covered</b>	<b>Academic Activity</b>	<b>Test/Assignment</b>
Day 1	Correlation: Introduction	Lecture	
Day 2	Importance	Lecture	
Day 3	Types of correlation	Lecture	
Day 4	Methods of studying correlation	Lecture	
Day 5	Linear regression: Introduction	Lecture	
Day 6	Importance	Lecture	
Day 7	Comparison of correlation	Lecture	
Day 8	Regression analysis	Lecture	Assignment 1
Day 9	Methods of studying regression	Lecture	
Day10	Properties of regression lines	Lecture	
Day11	Error of estimate	Lecture	
Day12	Total variance	Lecture	
Day13	Explained variance	Lecture	
Day14	Unexplained variance	Lecture	
Day15	Coefficient of determination	Lecture	
Day16	Probability: Introduction	Lecture	
Day17	Significance	Lecture	
Day18	Definition of probability	Lecture	Assignment 2
Day19	Joint, marginal probabilities	Lecture	
Day20	Conditional probabilities	Lecture	
Day21	Independent, Dependent	Lecture	
Day22	Mutually exclusive events	Lecture	
Day23	Exhaustive events	Lecture	
Day24	Complementary events	Lecture	
Day25	Theories of probabilities	Lecture	
Day26	Bayes's theories	Lecture	
Day27	Time series: Definition	Lecture	Assignment 3
Day28	Components	Lecture	
Day29	Analysis	Lecture	
Day30	Measurement of trend, seasonal	Lecture	
Day31	Cyclical and random variation	Lecture	
Day32	Hypothesis testing	Lecture	
Day33	Procedure for testing hypothesis tests in attributes	Lecture	
Day34	Tests in variables (small and large samples)	Lecture	
Day35	Computation of above mentioned statistical techniques with Microsoft excel.	Lecture	Assignment 4
Day36	Computation of above mentioned statistical techniques with Microsoft excel.	Lecture	
Day37	Computation of above mentioned statistical techniques with Microsoft excel.	Lecture	
Day38	Computation of above mentioned statistical techniques with	Lecture	

	Microsoft excel.		
Day39	Computation of above mentioned statistical techniques with Microsoft excel.	Lecture	
Day40	Computation of above mentioned statistical techniques with Microsoft excel.	Lecture	

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# **Haryana Engineering College, Jagadhri**

## Lesson Plan of Bachelor of Business Administration 4th Semester

**Subject :** Marketing Management (BBA-211)

<b>Day</b>	<b>Topic / Chapter Covered</b>	<b>Academic Activity</b>	<b>Test/Assignment</b>
Day 1	Marketing Management- Meaning	Lecture	
Day 2	Marketing Management- Nature	Lecture	
Day 3	Marketing Management- Scope	Lecture	
Day 4	Concepts of Marketing	Lecture	
Day 5	Marketing Environment	Lecture	
Day 6	Marketing Mix	Lecture	
Day 7	STP (segmenting, targeting and positioning) approach to marketing	Lecture	
Day 8	STP (segmenting, targeting and positioning) approach to marketing	Lecture	Assignment 1
Day 9	Marketing Information System	Lecture	
Day10	Marketing Information System - Meaning	Lecture	
Day11	Marketing Information System - Components	Lecture	
Day12	Marketing Research	Lecture	
Day13	Consumer Behaviour-Meaning	Lecture	
Day14	Importance of study for Marketers	Lecture	
Day15	Product –Meaning	Lecture	
Day16	Levels	Lecture	
Day17	Product Mix	Lecture	
Day18	New Product development	Lecture	Assignment 2
Day19	Product Life Cycle	Lecture	
Day20	Branding decision	Lecture	
Day21	Packaging decision	Lecture	
Day22	Pricing-Meaning	Lecture	
Day23	Procedure for setting a price	Lecture	
Day24	Price variation	Lecture	
Day25	Distribution Channels- Levels	Lecture	
Day26	Distribution Channels- Roles	Lecture	
Day27	Management of Physical Distribution	Lecture	Assignment 3
Day28	Management of Physical Distribution	Lecture	
Day29	Promotion	Lecture	
Day30	Promotion Mix	Lecture	
Day31	A study of advertising	Lecture	
Day32	Sales promotion	Lecture	
Day33	Personal selling	Lecture	
Day34	Direct marketing	Lecture	
Day35	Public relations	Lecture	Assignment 4
Day36	Marketing organization	Lecture	
Day37	Marketing control	Lecture	

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# **Haryana Engineering College, Jagadhri**

## Lesson Plan of Bachelor of Business Administration 4th Semester

**Subject :** Financial Management (BBA-212)

<b>Day</b>	<b>Topic / Chapter Covered</b>	<b>Academic Activity</b>	<b>Test/Assignment</b>
Day 1	Financial Management: Meaning	Lecture	
Day 2	Financial Management: Nature	Lecture	
Day 3	Financial Management: Scope	Lecture	
Day 4	Financial Management: Objectives	Lecture	
Day 5	Finance functions	Lecture	
Day 6	Financial Planning: Meaning	Lecture	
Day 7	Financial Planning: Nature	Lecture	
Day 8	Financial Planning: Features	Lecture	Assignment 1
Day 9	Financial Planning: Determinants	Lecture	
Day10	Financial Planning: Process	Lecture	
Day11	Investment Decisions	Lecture	
Day12	Capital Budgeting: Nature	Lecture	
Day13	Capital Budgeting: Significance	Lecture	
Day14	Capital Budgeting: Process	Lecture	
Day15	Capital Budgeting: Methods of Evaluation	Lecture	
Day16	Capital Budgeting: Methods of Evaluation	Lecture	
Day17	Capital Budgeting: Methods of Evaluation	Lecture	
Day18	Cost of Capital: Concept	Lecture	Assignment 2
Day19	Cost of Capital: Significance	Lecture	
Day20	Computation of Cost of Capital	Lecture	
Day21	Weighted average Cost of Capital	Lecture	
Day22	Financial Decisions	Lecture	
Day23	Capitalization	Lecture	
Day24	Capital Structure Decisions	Lecture	
Day25	Theories of Capital Structure	Lecture	
Day26	Dividend Decisions: Nature	Lecture	
Day27	Dividend Decisions: Concept	Lecture	Assignment 3
Day28	Dividend Decisions: Significance	Lecture	
Day29	Dividend Models	Lecture	
Day30	Working Capital Management: Concept	Lecture	
Day31	Working Capital Management: Nature	Lecture	
Day32	Working Capital Management: Significance	Lecture	
Day33	Components Sources of Finance: Short term	Lecture	
Day34	Components Sources of Finance: Medium term	Lecture	
Day35	Components Sources of Finance: Long term	Lecture	Assignment 4

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# **Haryana Engineering College, Jagadhri**

## Lesson Plan of Bachelor of Business Administration 4th Semester

**Subject :** Principles of Material Management (BBA-213)

<b>Day</b>	<b>Topic / Chapter Covered</b>	<b>Academic Activity</b>	<b>Test/Assignment</b>
Day 1	Material Management: Meaning	Lecture	
Day 2	Material Management: Objectives	Lecture	
Day 3	Material Management: Nature	Lecture	
Day 4	Material Management: Scope	Lecture	
Day 5	Organization of Material Management	Lecture	
Day 6	System Approach to Material Management	Lecture	
Day 7	The process of Management	Lecture	
Day 8	The Material Function	Lecture	Assignment 1
Day 9	An Overview of the System Concept	Lecture	
Day10	Benefits of the Integrated Systems Approach	Lecture	
Day11	Material Planning	Lecture	
Day12	Making the Material Plan Work	Lecture	
Day13	The Material Cycle	Lecture	
Day14	Flow Control System	Lecture	
Day15	Material Budget	Lecture	
Day16	Purchasing: Principles	Lecture	
Day17	Purchasing: Procedure	Lecture	
Day18	Purchasing: Practices	Lecture	Assignment 2
Day19	Fundamental Objectives of Purchasing	Lecture	
Day20	Legal Aspects of Purchasing	Lecture	
Day21	Value Analysis	Lecture	
Day22	Value Engineering	Lecture	
Day23	Quality Assurance	Lecture	
Day24	Incoming Quality Control	Lecture	
Day25	Statistical Quality Control	Lecture	
Day26	Purchasing Capital Equipment	Lecture	
Day27	Plant	Lecture	Assignment 3
Day28	Machinery	Lecture	
Day29	Government Purchasing Practices	Lecture	
Day30	Government Purchasing Procedures	Lecture	
Day31	Inventory Management	Lecture	
Day32	Control System	Lecture	
Day33	Stores Management	Lecture	
Day34	Operation	Lecture	
Day35	Material Handling	Lecture	Assignment 4
Day36	Physical Distribution Logistics	Lecture	
Day37	Transportation	Lecture	
Day38	Operation research	Lecture	

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