

**SES's L.S.RAHEJA COLLEGE OF ARTS AND
COMMERCE
(AUTONOMOUS)**



**Syllabus of COMMERCE II (INTRODUCTION TO MANAGEMENT) under NEP 2020
Vertical - Major with effect from 2024-25**

Department of Commerce & Management

**Head of the Department/Sr. Person: Prof. Dr. Anupama
Nerurkar**

**Date of approval by the Board of Studies (Commerce &
Management): 25/04/2024**

Approved by the Academic Council on: 29/04/2024

Ratified by the Governing Body on: 06/05/2024



Programme: Bachelor of Commerce (Financial Markets)		Semester: II			
Course: Commerce II (Introduction to Management) Academic Year: 2024-2025 Batch: 2024-2027		Code: UGBFMIIMJ2 24			
Teaching Scheme	Evaluation Scheme				
Lectures	Practical	Tutorials	Credits	Internal Continuous Assessment (ICA) (weightage)	Term End Examinations (TEE) (weightage)
45	Nil	Nil	03	30 marks/40% of the total marks	45 marks/60% of the total marks

Learning Objectives :	<ul style="list-style-type: none"> ● To identify key milestones in the evolution of management. ● To identify the fundamental functions of management.
Learning Outcomes :	<ul style="list-style-type: none"> ● Understand how management theories have evolved over time. ● Apply the functions of management to solve business problems.
Pedagogy:	Interactive discussions, Case studies, Group activities, Role plays

Each lecture session would be of one hour duration (45 sessions).

Module	Module Content	Module Wise Pedagogy Used	Module Wise Duration/ Lectures
I	Management and its evolution Introduction to Management, Definition of Management, Nature of Management, Objectives of Management Administration vs Management, Levels of Management	Classroom lectures and discussion	15 lecs

	Principles of Management		
II	<p>Functions of management</p> <p>Definition and Importance of Planning</p> <p>Process of Planning</p> <p>Limitations of Planning</p> <p>Features of Sound Planning, PODSCORB</p> <p>Features and process of decision making, Definition, nature and significance, Process of organisation</p> <p>Formal and Informal organisation - features, advantages and disadvantages, Departmentation, Meaning, Importance of Staffing, Recruitment and its sources, Selection procedure, Distinction between Recruitment and Selection,</p>	Classroom lecture, Case study and assignment	15 lecs
III	<p>Leadership and Motivation</p> <p>Meaning and Importance of directing, Principles of Directing, Leadership traits and Styles, Motivation – Importance and Factors</p> <p>Co-ordination – Meaning, features and Importance, Meaning and steps in controlling, Essentials of a good control system.</p>	Classroom lecture, Case Study and role play	15 lecs

REFERENCE BOOKS

1. Ramasamy , Principles of Management , Himalya Publication , Mumbai
2. Tripathi Reddy , Principles of Management , Tata Mc Grew Hill
3. VSP Rao , Management Text & Cases , Excel Books, Delhi

QUESTION PAPER PATTERN

Internal Continuous Assessment (ICA) Pattern

Particulars	Marks
Class Test	10
Presentation/Viva Voce	10
Assignment/Project	10
Total	30

Term End Examinations (TEE) Question Paper Pattern

Maximum Marks: 45

Duration: 1.5 Hours

All questions are compulsory.

Question No.	Description	Total Marks
1	C. Full length Theory question OR D. Full length Theory question	15
2	C. Full length Theory question OR D. Full length Theory question	15
3	C. Full length Theory question OR D. Full length Theory question	15

Note: The theory question of 15 marks each may be split up into two smaller questions carrying 8 marks and 7 marks respectively.