Hindi Vidya PracharSamiti's

Ramniranjan Jhunjhunwala College

of Arts, Science & Commerce

(Empowered Autonomous College)

Affiliated to

UNIVERSITY OF MUMBAI

Program: B.Com in Management Studies

Program Code: RJCUBCOMMS

(2024-2025)

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THE PREAMBLE

Why Bcom MS?

Studying management gives you all the skills you need to deal with employees in a professional and an organized manner. It will also give you the knowledge and confidence you need to direct teams successfully. However, it's important to remember that before you can manage other people, you need to know how to manage yourself. Completing a management degree will help you to learn a range of essential skills such as self-discipline, and organization which you'll also be able to use when managing others in the future.

Why Bcom MS at RJ College?

The program Bcom Management Studies was introduced in the year 2024-25 with an aim to cater the growing demand of management graduates at the job market. We at RJ college has carved a niche for ourselves in the field of management with excellent faculties who are stalwarts in the field of management. We aim to provide quality education to the learners by offering them the courses that would enhance their skills and make them job ready.

Our Curriculum, Your Strength

Our strength is our curriculum which we have designed by taking feedback from various stakeholders like the industry, peers, students and alumni. This is designed in such a way that the learner will enjoy the teaching learning process. The curriculum would enable the learners to enhance their personality and face the real business world challenges.

PROGRAM OUTCOMES OF GENERAL UNDERGRADUATE DEGREE PROGRAMS

Students of all undergraduate degree programme at the time of graduation will be benefited will be able to

Critical Thinking

Comprehend the matter they come across and be capable to take a sound viewpoint about things which will highlight their intellectual acumen as well as enable them to look at the world through multiple lenses

Effective communication

Listen, speak, read and write. They should communicate properly by conveying their thoughts. They will use technology for communication. They will be able to network with people with all available channels. They will be developing communication skills in English, Hindi and a local language would be an added advantage.

Social Interaction

Respect each other and should be able to resolve conflicts and help in reaching amicable solution. They should be able to work in diverse teams. They should be able to distinguish when and what is socially acceptable.

Responsible citizen

Contribute to Nation development through social service. Being empathetic and sympathetic to fellow beings.

Honesty and Integrity, Ethics

Recognize different values and systems and respect them. In decision making moral values should be given prime importance.

Environmental and Sustainability

Environmental issues would be considered and problem solving with sustainable development would be chosen.

Life Long learning

Enjoy learning in every situation.

Programme Specific Outcome Bcom in Management Studies

PSO1: Develop Management Skills and Knowledge

- Equip students with comprehensive knowledge of management principles, business operations, and organizational behaviour to handle complex business challenges effectively.
- Enable students to analyse, plan, and execute business strategies, making them capable of taking up managerial roles in diverse sectors.

PSO2: Enhance Analytical and Decision-Making Abilities

- Foster critical thinking, problem-solving, and decision-making skills by engaging students in case studies, simulations, and real-world business scenarios.
- Prepare students to make informed decisions using quantitative and qualitative data, enhancing their ability to manage projects and teams.

PSO3: Promote Ethical and Socially Responsible Business Practices

- Instill a sense of ethics, corporate social responsibility, and sustainability in students, preparing them to lead businesses with integrity and a focus on long-term societal impact.
- Encourage students to be mindful of ethical dilemmas and make principled choices in business settings, reflecting a commitment to ethical leadership.

Semester I

Sr No	Course Code	Subject	Credits
1	RJMAJBCOMMS111	Principles of Management	3
2	RJMAJBCOMMS112	Introduction to Financial Accounting	3
3	RJOECBCOMMS111	Quantitative Techniques in Management-I	2
4	RJOECBCOMMS112	Business Economics 1	2
5	RJVSCBCOMMS111	Introduction to Computers	2
6	RJSECBCOMMS111	Basics of Personal Finances	2
7	RJAECBCOMMS111	Business Communication	2
8	RJVECBCOMMS111	New Trends in Environmental Management	2
9	RJIKSBCOMMS111	Chanakya on Leadership	2
10	RJCCBCOMMS111	Rotaract Club and other activities	2
Total credits			**22**

Semester II

Sr No	Course Code	Subject	Credits
1	RJMAJBCOMMS121	Human Resource Management	3
2	RJMAJBCOMMS122	Introduction to Cost Accounting	3
3	RJMINBCOMMS121	Principles of Marketing	2
4	RJOECBCOMMS121	Quantitative Techniques in Management-II	2
5	RJOECBCOMMS122	Business Economics II	2
6	RJVSCBCOMMS121	Basics of Business Analytics	2
7	RJSECBCOMMS121	Organisational Behaviour	2
8	RJAECBCOMMS121	Export Import Documentation & Procedures	2
9	RJVECBCOMMS121	Corporate Governance & CSR	2
10	RJCCBCOMMS121	Rotaract Club and other activities	2
Total credits			**22**

DISTRIBUTION OF TOPICS AND CREDITS

Semester I

Courses	Unit wise	Credits	Hrs
Principles of Management RJMAJBCOMMS111	1. Introduction to Management 2. Planning, Decision Making &Organizing 3. Motivation & Leadership 4. Coordination, Controlling and Change Management	3	45
Introduction to Financial Accounting RJMAJBCOMMS112	1. Fundamentals of Financial Accounting 2. Accounting Transactions –I 3. Accounting Transactions –II 4. Final Accounts	3	45
Quantitative Techniques in Management –I RJOECBCOMMS111	1. Introduction to Statistics 2. Measures of Dispersion, Co- Relation and Linear Regression 3. Time Series and Index Number 4. Probability and Decision Theory	2	30
Business Economics-I RJOECBCOMMS112	1. Introduction 2. Demand Analysis 3. Supply and Production Decisions and Cost of Prod uction 4. Market structure: Perfect competition and Monop oly and pricing and output decision under Imperfect C ompetition	2	30
Introduction to Computers RJVSCBCOMMS111	1. Introduction 2. Microsoft Word 3. Microsoft Excel 4. Microsoft Power Point	2	30
Basics of Personal Finance RJSECBCOMMS111	1. Understanding Personal Finance 2. Risk Analysis & Insurance Planning 3. Retirement Planning & Employees Benefits 4. Investment Planning	2	30
Business Communication RJAECBCOMMS111	1. Theory of Communication 2. Communication in Business World 3. Business Correspondence 4. Corporate Etiquettes	2	30
New Trends in Environmental Management RJVECBCOMMS111	1. Introduction to Environmental Management 2. Introduction to Innovation 3. Global Environmental Concerns and Planning of Se ttlements	2	30
Chanakya on Leadership RJIKSBCOMMS111	1. Ethics and values 2. Leadership 3. Management practices by Chanakya	2	30
Co-curricular: Rotaract	Rotaract Club, DLLE, etc.	2	30

Semester II

Courses	Unit Wise	Cre dits	Hr s

Human Resource Management RJMAJBCOMMS121	1. Introduction 2. Recruitment and selection 3. Performance Appraisal & Career planning 4. Talent management	3	45
Introduction to Cost Accounting RJMAJBCOMMS122	1. Introduction to Cost Accounting 2. Elements of Cost 3. Process Costing 4. Operating Costing	3	45
Principles of Marketing RJMINBCOMMS121	1. Introduction to Marketing 2. Marketing Environment, Research and Consumer Behaviour 3. Marketing Mix 4. Segmentation, Targeting and Positioning and Trends In Marketing	2	30
Quantitative Techniques in Management- II RJOECBCOMMS121	1. 1. Elementary Financial Mathematics 2. Matrices and Determinants 3. Derivatives and Applications of Derivatives Numerical Analysis [Interpolation]	2	30
Business Economics II RJOECBCOMMS122	1. Introduction to Macroeconomic Data and Theory 2. Money, Inflation and Monetary Policy 3. Constituents of Fiscal Policy 4. Open Economy: Theory and Issues of International Trade	2	30
Basics of Business Analytics RJVSCBCOMMS121	1. Introduction to Excel, Function 2. Data Handling 3. Pivot & Automation	2	30
Organisational Behaviour RJSECBCOMMS121	1. Introduction Organizational Behaviour 2. Employees Behaviour 3. Team, Conflict and Stress Management 4. Power Politics & Organisational Development	2	30
Export Import Documentation & Procedures RJAECBCOMMS121	1.Introduction to Export and Import 2. Export Import Documentation 3.Export-Import Procedure	2	30
Corporate Ethics & CSR RJVECBCOMMS121	1. Introduction to Ethics and Business Ethics 2. Ethics in Marketing, Finance and HRM 3. Corporate Governance 4. Corporate Social Responsibility (CSR)	2	30
Co-curricular	Rotaract Club, DLLE, etc.	2	30

SEM – I

MAJOR

SEMESTER	:	I MAJOR
TITLE OF THE SUBJECT /COURSE	:	Principles of Management
COURSE CODE	:	RJMAJBCOMMS111
CREDITS	:	3
DURATION (Hours)	:	45

FYBMS	SEMESTER I
RJMAJBMS111	**Course Outcomes:** 1. Comprehend the fundamental principles and functions of management.

Principles of Management	2. Identify and utilize techniques for motivating individuals in different contexts. 3. Apply controlling techniques to monitor and improve organizational performance. 4. Understand the concept of change management and strategies to manage resistance.

Course Outcome Number	On completing the course the student will be able to	PSO Addressed	Blooms Level
CO1	Define and explain the key terms and concepts related to management principles and practices.	1,2,3,4	1,2,3,4
CO2	Recognize the significance of coordination in achieving synergy within organizations.	1,2,3,4	3,4,5,6
CO3	Apply controlling methods to monitor and enhance organizational performance.	1,2,3,4	3,4,5
CO4	Understand the dynamics of change management and strategies to overcome resistance.	1,2,3,4	2,3,4,5,6

SEMESTER I		L	Cr
Subject: Principles of Management	**Paper Code:** RJMAJBCOMMS111	45	3
UNIT I		**10**	
INTRODUCTION TO MANAGEMENT			
● NATURE AND FUNCTIONS OF MANAGEMENT Definition, Nature- Features of Management, Management Functions, Management as a Process, Importance of Management, Management and Administration. Functional Areas of Management, Managerial Skills, Roles of a Manager, Levels of Management, Management as a Science, an Art and as a Profession. ● HISTORICAL PERSPECTIVE OF MANAGEMENT: Theory of scientific management by F.W.Taylor, Theory of administrative management by Hendry Fayol, Bureaucratic model of organization, Behavioral approach to management, Modern Approach to management – Qualitative approach and system approach.			
UNIT II		**14**	
Planning , Decision Making &Organising			
● Planning: Meaning, Importance, Elements, Process, Limitations, Types of Plan and MBO. ● Decision Making: Meaning, Importance, Process, Techniques of Decision Making, Ethics of Decision making, Decision making behavioral model – Normative model/ rational model /Economic Man model, Behavioral Model/ Bounded Rationality/ Administration Man Model. ● Organizing: Concepts, Structure (Formal & Informal, Line & Staff and Matrix), Meaning, Advantages and Limitations ● Departmentation: Meaning, Basis and Significance ● Span of Control: Meaning, Graicunas Theory, Factors affecting span of Control Centralization vs Decentralization ● Delegation: Authority & Responsibility relationship			
UNIT III		**12**	
Motivation & Leadership			
● Motivation: Concept, Financial and Non-Financial Motivation, Positive and Negative Motivation. ● Theories of Motivation Maslow's Need Hierarchy, Herzberg's two factor theory, MacGregor's theory X and theory Y Achievement Motivation Theory, Expectancy theory, Equity theory. ● Leadership: Concept of Leadership, Function of a Leader, theories of Leadership-Great man theory, LMX theory of leadership, Path Goal theory of leadership by Robert House. ● Leadership Styles and Management Grid of leadership			
UNIT IV		**09**	
Co-ordination , Controlling and Change Management			
● Co-ordination as an Essence of Management ● Controlling: Meaning, Process and Techniques Traditional and Modern. ● Change Management: meaning and concept, Forces of change, Resistance to change, Strategies to overcome resistance to change.			

References:

a. "Principles of Management" by P.C. Tripathi and P.N. Reddy
b. "Management: Principles and Functions" by L. M. Prasad
c. "Principles of Management" by V.S.P. Rao
d. "Essentials of Management" by Koontz &Weihrich
e. "Management: Concepts and Practices" by Tim Jones and Bernard W. Scholes

SEMESTER	:	I MAJOR
TITLE OF THE SUBJECT / COURSE	:	Introduction of Financial Accounting
COURSE CODE	:	RJMAJBCOMMS112
CREDITS	:	3
DUTATION (Hours)	:	45

FYBMS	SEMESTER I
RJMAJBMS112 **Fundamentals of Financial Accounting**	**Course Outcomes:** ● Develop the ability to apply fundamental financial accounting concepts in practical scenarios. ● Differentiate between various financial aspects, such as expenditures, receipts, profits, and losses, while understanding depreciation methods. ● Skillfully prepare and present final accounts for manufacturing entities, adhering to appropriate formats. ● Comprehend the significance of Schedule III in organizing and analyzing financial statements effectively.

Course Outcome Number	On completing the course he student will be able to	PSO Addressed	Blooms Level
CO1	Apply fundamental financial accounting principles to real-world situations.	1,2,3,4A	1,3,4
CO2	Differentiate between different financial categories and calculate depreciation effectively.	1,2,3,4A	2,3,4,5
CO3	Prepare, present, and interpret final accounts for manufacturing businesses.	1,2,3,4A	1,3,6
CO4	Analyze financial statements according to Schedule III regulations for enhanced financial insight.	1,2,3,4A	3,4,5,6

SEMESTER I (THEORY)		L	Cr
Subject: Introduction to Financial Accounting	**Paper Code:** RJMAJBCOMMS112	45	03
UNIT I			
Fundamentals of Financial Accounting		08	
● **Meaning and Scope of Accounting:** Need and development, definition: Book-Keeping and accounting, Persons interested in accounting, Branches of accounting, Objectives of accounting ● **Accounting principles:** Introductions to Concepts and conventions. ● **Introduction to Accounting Standards:**Meaning and Scope ● **Introduction to IFRS (International Financial Reporting Standards) Ind-AS:** Meaning and Scope			
UNIT II			
Accounting Transactions –I		12	
● **Accounting transactions:** Accounting cycle, Journal, Journal proper, Opening and closing entries, Relationship between journal & ledger ● **Preparation of Trial Balance:** Introduction and Preparation of TrialBalance ●**Expenditure:** Classification of Expenditure- Capital, revenue andDeferred Revenue expenditure unusual expenses: Effects of error: Criteria test. ● **Receipts:** Capital receipt, Revenue receipt, distinction between capital receipts and revenue receipts.			
UNIT III			
Accounting Transactions –II		12	
●**Profit or Loss:** Revenue profit or loss, capital profit or loss (simple practical problem) ●**Depreciation:** Concepts, Methods, SLM & WDV method, Provision method (simple practical problem)			
UNIT IV			
Final Accounts		13	
● Introduction to Final Accounts of Manufacturing concern - Sole proprietor; Manufacturing Account, Trading Account, Profit and Loss Account and Balance Sheet; Preparation and presentation of Final Accounts in horizontal format (practical problem) ● Introduction to Schedule III of Indian Companies Act, 2013; Relationship between items in Balance Sheet and Revenue Statement; Study of Balance Sheet and Income Statement/Revenue Statement in vertical form suitable for analysis (format)			

References:

a. "Financial Accounting" by Dr. S. N. Maheshwari and Dr. S. K. Maheshwari
b. "Financial Accounting for Management" by Ambrish Gupta
c. "Fundamentals of Financial Accounting" by Ashok Sehgal and Deepak Sehgal
d. "Financial Accounting" by T. S. Reddy and A. Murthy
e. "Accounting for Management" by Paresh Shah

SEM – II

MAJOR

SEMESTER	:	II MAJOR
TITLE OF THE SUBJECT /COURSE	:	Human Resource Management
COURSE CODE	:	RJMAJBCOMMS121
CREDITS	:	2
DURATION (Hours)	:	30

FYBMS	SEMESTER II
RJMAJBCOMMS121 Human Resource Management	**Course Outcomes:** ● Understand the role and significance of Human Resource Management in organizational success. ● Develop insights into career planning and its role in employee development and satisfaction. ● Understand the concepts of job evaluation and compensation management for fair rewards. ● Recognize the importance of talent management, collective bargaining, mentoring, and employee counseling.

Course Outcome Number	On completing the course he student will be able to	PSO Addressed	Blooms Level
CO1	Explain the purpose and significance of HRM in modern organizations.	1,2,3	1,2
CO2	Discuss the concept of career planning and its impact on employee motivation and growth.	1,2,3	3,4,5
CO3	Explain the principles of job evaluation and compensation management for equitable rewards.	1,2,3	1,3,4,5
CO4	Recognize the importance of talent management, collective bargaining, mentoring, and employee counseling for a well-functioning workforce.	1,2,3	3,4,5,6

SEMESTER II		L	Cr
Course : Human Resource Management	**Paper Code:**RJMAJBCOMMS121	30	2
UNIT I:			
Introduction		07	
● Human Resources Management - Context and Concept of People Management, Functions of human resource management, trends in Human resource management ,Role and function of an HR manger			
Unit II		10	
Recruitment and selection			
● Job analysis ● Human resource planning Concept , process and techniques of Human Resource Planning ● Recruitment and selection: Concept of Recruitment, Sources of Recruitment, Concept of Selection, steps in selection ● Training & Development: concept, process of training and methods of training			
Unit III		08	
Performance Appraisal & Career planning			
● Performance appraisal : Concept, Process of performance appraisal, methods of performance appraisal ● Career planning ● Job evaluation, compensation management			
Unit IV		05	
Talent management			
● Talent management, Collective Bargaining ,Mentoring, Employee counseling			

References:

a. "Human Resource Management" by Gary Dessler
b. "Human Resource Management: Text and Cases" by K. Aswathappa
c. "Human Resource Management: A Contemporary Text" by Julie Beardwell and Tim Claydon
d. "Human Resource Management: Theory and Practice" by John Bratton and Jeffrey Gold
e. "Essentials of Human Resource Management" by S. S. Khanka

SEMESTER	:	II MAJOR
TITLE OF THE SUBJECT /COURSE	:	Introduction to Cost Accounting
COURSE CODE	:	RJMAJBCOMMS122
CREDITS	:	3
DURATION (Hours)	:	45

FYBMS	SEMESTER I
RJMAJBMS122 Introduction to Cost Accounting	**Course Outcomes:** ● Comprehend the importance and practical application of cost accounting in business decision-making. ● Apply the principles of cost classification and identify cost centers, cost units, and cost drivers. ● Calculate and prepare statements of cost and profit (cost sheet) using appropriate methodologies. ● Perform reconciliation between cost accounting and financial profit for accurate financial analysis.

Course Outcome Number	On completing the course he student will be able to	PSO Addressed	Blooms Level
CO1	Explain the significance of cost accounting in business operations and its role in decision-making.	1,2,3,4C	1,2,3
CO2	Calculate and prepare a statement of cost and profit (cost sheet) incorporating various cost components.	1,2,3,4C	1,2,3,6
CO3	Perform a reconciliation of cost accounting and financial profit to ensure consistency in financial reporting.	1,2,3,4C	3,4,5,6

SEMESTER II		L	Cr
Subject: Introduction to Cost Accounting	**Paper Code:**RJMAJBCOMMS122	45	03
UNIT I		**14**	
<u>Introduction to Cost Accounting</u>			
● Meaning, Definition, Significance of Cost Accounting, its Relationship with Financial Accounting ● Application of Cost Accounting for Business Decisions ● Definition of Cost, Cost Centre, Cost Unit and Cost Drivers ● Classification of Costs (with reference to Cost Accounting Standard 1) ● Ascertainment of Cost and Preparation of Statement of Cost and Profit (Cost Sheet) (Practical Problems) ● Reconciliation of Costing and Financial Profit (Practical Problems)			
UNIT II		**10**	
Elements of Cost			
● Material Costing- Stock valuation (FIFO & weighted average method), EOQ, EOQ with discounts, Calculation of Stock levels (Practical Problems) ● Labour Costing – (Bonus and Incentive Plans) (Practical Problems) ● Overhead Costing (Primary and Secondary Distribution).			
UNIT III		**10**	
<u>Process Costing</u>			
● Process Costing – Normal and Abnormal Losses, Equivalent Production, Inter-process Profit, Joint and By Products (Practical Problems)			
UNIT IV			
<u>Operating Costing</u>		**11**	
● Operating Costing – Transport, Hotel and Healthcare (Practical Problems)			

References:

a. "Cost Accounting: Principles and Practice" by B. K. Bhar
b. "Cost Accounting: A Managerial Emphasis" by Charles T. Horngren, Srikant M. Datar, and Madhav V. Rajan
c. "Fundamentals of Cost Accounting" by William Lanen, Shannon Anderson, and Michael Maher
d. "Cost Accounting: Principles and Applications" by Jain and Narang
e. "Cost Accounting: Text and Problems" by M. Y. Khan and P. K. Jain

EVALUATION AND ASSESSMENT

MODE OF EVALUATION

Courses	Credits	Type	Marks	Internal Assessment	Sem End
Principles of Management	3	Major/DSC	75	25(20MPresentation +5 M Attendance)	50
Introduction to Financial Accounting	3	Major/DSC	75	25(20MWritten+5 MAttendance)	50
Quantitative Techniques in Management -I	2	Open elective	50	20(20MWritten)	30
Business Economics1	2	Open elective	50	20(20MWritten)	30
Introduction to Computers	2	VSEC/SEC	50	20(20MPractical)	30
Basics of Personal Finances	2	VSEC/SEC	50	20(20MPresentation)	30
Business Communication	2	AEC	50	20(20MAssignment)	30
New Trends in Environmental Management	2	VEC	50	20(20MAssignment)	30
Chanakya on Leadership	2	IKS	50	20(20MAssignment)	30
Co-curricular Course	2	CC	50	--	

Courses	Credits	Type	Marks	Internal Assessment	Sem End
Human Resource Management	3	Major/DSC	75	25(20MPresentation +5 M Attendance)	50
Introduction to Cost Accounting	3	Major/DSC	75	25(20MWritten+5 MAttendance)	50
Principles of Marketing	2	Minor	50	20(20MPresentation)	30
Quantitative Techniques in Management -II	2	OEC	50	20(20MWritten)	30
Business Economics II	2	OEC	50	20(20MPresentation)	30
Advance Excel	2	VSC	50	20(20MPractical)	30
Organizational Behaviour	2	SEC	50	20(20MPresentation)	30
Artificial Intelligence in Management	2	AEC	50	20(20MAssignment)	30
Corporate Ethics & CSR	2	VEC	50	20(20MPresentation)	30
Co-curricular Course	2	CC	50	--	

EVALUATIONMETHOD

Internal Assessment

1. Major Courses: 25 Marks & all other Courses except Co-Curricular Course: 20 Marks
2. **Mode of Evaluation:**
   - Presentation (Group wise 10 min each group; criteria for marking: On the basis of Presentation skills, Communication, PPT file, Attire, Report)
   - Written (Duration: 30 Min)
   - Lab Practical (Duration: 30 Min)
   - Assignment(Hand Written/Typed)

Written Question Paper Pattern
Internal Assessment

Marks: 20 **Duration: 30 min**

Q.1) Multiple choice questions. (1 marks each) (05 Marks)
1.
2.
3.
4.
5.

Q.2) Explain the following concepts. (1 marks each) (05 Marks)
1.
2.
3.
4.
5.

Q.3) Answer the questions. (Any TWO) (10 Marks)
1.
2.
3.

Semester End Exam

Marks: 30 **Duration: 1 Hr**

Q.1) Answer the question. (10 Marks)
OR
Q.1) Answer the question. (10 Marks)

Q.2) Answer the question. (10 Marks)
OR
Q.2) Answer the question. (10 Marks)

Q.3) Answer the question. (10 Marks)
OR
Q.3) Answer the question. (10 Marks)

Semester End Exam

Marks: 50 **Duration: 1.5 Hrs**

Q.1) Answer the question. (10 Marks)

OR

Q.1) Answer the question. (10 Marks)

Q.2) Answer the question. (10 Marks)

OR

Q.2) Answer the question. (10 Marks)

Q.3) Answer the question. (10 Marks)

OR

Q.3) Answer the question. (10 Marks)

Q.4) Answer the question. (10 Marks)

OR

Q.4) Answer the question. (10 Marks)

Q.5) Answer the question. (10 Marks)

OR

Q.5) Answer the question. (10 Marks)

RULES AND REGULATIONS REGARDING ASSESSMENT AND EVALUATION

FOR FY UNDER NEP FROM A.Y. 2023-2024 ONWARDS-

1. A learner appearing for first year examination under NEP will have **maximum of 22 credits** and examinations will be of **maximum 550 marks.**

2. Courses having **2 credits, 3 credits and 4 credits** will have examinations of **50, 75, 100 marks** respectively.

3. With regard to Major Course, Minor Course and OEC:
Continuous evaluation of 40-60 adopted under autonomy (2018) shall continue for all the courses; for the courses with 2 credits and 50 marks, Internal is of 20 marks (only one IA) and External 30 marks (SEE); while the courses with 3 credits and 75 marks, it is 25 marks (only one IA) and 50 marks (SEE). In case of courses of 100 marks, the break up of marks will be 40 marks (IA) and 60 marks (SEE).

4. With regard to IKS, VSEC (VSC and SEC), AEC, VEC:
These will be of 2 Credits each and of 50 marks. Continuous evaluation of 40-60 wherein Internal is of 20 marks and SEE of 30 marks or Only one SEE of 50 marks or continuous evaluation of more than one test by the respective coordinating department or as directed by the EC.

5. With regard to CC:
Vertical of CC shall also be more like a **continuous evaluation** where a student will be awarded marks on the basis of **his / her participation in the co-curricular activities of the department / other departments / associations / extension activities / intercollegiate events and JeevanKaushal**. A workbook will be provided to a student to keep a record of his / her participation and will be duly signed by the concerned teachers.

6. Duration of examinations:

a. An IA exam of 20/25 marks shall be of duration of 30 minutes.
b. An SEE exam of 30 marks (offline) shall be of duration of 1 hour.
c. An SEE exam of 50 marks (offline) shall be of duration of 1 ½ hour.
d. An SEE exam of 50 marks (online MCQ) shall be of 60 minutes.
e. An SEE exam of 60 marks (offline) shall be of duration of 2 hours.

7. There shall be **combined passing of Internals and SEE** in a given paper with a **minimum passing percentage of 40.**

8. **Appearing for SEE** for every paper is **compulsory** irrespective of the performance in the Internals examinations. A student absent in SEE will be thus declared failing in a given subject.

9. There shall be provision for supplementary examination for the benefit of students who miss their SEE on grounds of medical emergency or representing college at the national level event or any other equivalent event with a special permission granted by the Head of the institution.

10. There shall be no Additional Examinations for any of the Semesters except for the Semester V wherein one chance of credit improvement in Semester V shall be given before the Learner appears for the final Semester VI Examination.

11. A learner appearing for first year exam under NEP shall have examination of maximum **550 marks** to which effect **ATKT** is allowed for **maximum of 200 marks** corresponding to **failing in 3 / 4 courses** but must have passed in at least one Theory course of Major / Minor.

FOR SY AND TY-

12. For the SY (2023-2024) and TY (2023-2024 and 2024-2025) programs, 40 – 60 pattern of continuous evaluation continues. However, Internal 40% as 20 + 20 is revised from AY 2023-24 as 15 + 25 wherein, 15 marks of assignment and 25 marks of MCQs or any other mode of evaluation as decided by the respective department shall be implemented. Rest of the Rules and Regulations continues as earlier.

13. Ordinances **5042A, 5043A& 5044A, 5045A, 5046A, 5048A&B, 5049A, 5050A** and **0.229A**adopted under autonomy are to accepted as its under NEP. (Next Page)

ORDINANCES ADOPTED ON EXAMIANTIONS CONDUCTED UNDER AUTONOMY

ORDINANCE NUMBER	MATTER OF REFERENCE
5042A	**Grace Marks for passing in each head of passing** (Theory/ Practical/ Oral/ Sessional)
5043A, 5044A	**Grace marks for getting higher Class/ Grade (Grade Jump)**
5045A	**Condonation**
5046A	**Moderation**
5048A&B	**Amendments of Results** (Due to errors, Due to fraud, malpractices etc.)
5049A	**Appointment of paper setters, Examiners, Senior supervisors and conduct of examination etc.**
5050A	**Ordinance regarding Unfairmeans resorted to by the Student**
0.229A	**Benefit of 10 marks under NSS/ NCC/ LLLS/ SPORTS**

Explanation:

Ordinance 5042A: *the benefit of gracing of marks under the ordinance shall be applicable only if the candidate passes the entire examination of semester/year.*

Ordinance 5043A, 44A: *the benefit of gracing of marks under the ordinance shall be applicable only if the candidate passes in all the subjects and heads of the examination without the benefit of either gracing or condonation rules and shall be given for maximum of 1% of the aggregate marks of the examination or up to 10 marks, whichever is less.*

Ordinance 5045A: *the benefit of gracing of marks under the ordinance shall be applicable only if the candidate fails in only one head of passing and his/her deficiency of marks in such head of passing may be condoned by not more than 1% of the aggregate marks of the examination or 10% of the total number of marks of that head of passing in which he/she is failing, whichever is less. Condonation of deficiency of marks be shown in the statement of marks in the form of asterisk and Ordinance number.*

Ordinance 5046A: *the ordinance shall be applicable as per the detailed scheme of moderation released by the University of Mumbai via its adaptation in totality.*

Where marks awarded by the moderator vary from those awarded by original examiner, the marks awarded by the moderators shall be taken as final.

Ordinance 5048A&B: *section (A) of the ordinance is applicable to the case where it is found that the result of an examination has been affected by errors, the Controller of Examination shall have power to amend such result provided the errors are reported/ detected within 6 months from the date of declaration.*

Error means –

- *(a) Error in computer/ data entry, printing or programming and the like.*
- *(b) Clerical error, manual or machine in totalling or entering of marks on mark list/ register.*
- *(c) Error due to negligence or oversight of examiner or any other person connected with evaluation, moderation and result preparation.*

Section (B) of the ordinance is applicable in any case where the result of an examination has been ascertained and published and it is found that such result has been affected by any malpractices, fraud or any other improper conduct whereby an examinee has benefited and that such examinee has been party of privy to or connived at such malpractice, fraud or improper conduct.

Ordinance 5049A: *the ordinance shall be applicable as per the guidelines of University of Mumbai.*

Ordinance 5050A: *the convener of the Unfair means committee shall take appropriate disciplinary action against the student/s using, attempting to use, instigating or allowing to use unfair means at the examination applying the ordinance as per the guidelines of University of Mumbai.*

Ordinance 0.229A: *the ordinance shall be applicable to the candidate for his/her satisfactory completion of NSS/NCC/DLLE/SPORTS. Benefit of 10 marks be shown in the Statement of Marks in the form of hashtag and Ordinance number.*

Teaching Learning Process

The teaching learning process in the learning outcomes based curriculum framework in the subject of Management Studies is designed to develop the cognitive skills of every learner. The course offers the requisite skills for a professions and jobs in all areas of management. All courses have Case studies as an integral part which promotes the learner to acquire the requisite skills for employment by learning real life problem solving skills.

An interesting combination of teaching learning processes is adopted in which the teacher and learners are actively involved.

Some of the salient teaching learning processes are

- ✓ Class lectures
- ✓ Presentations
- ✓ Group Discussion, workshops
- ✓ Case Study pedagogy
- ✓ Peer teaching and learning
- ✓ Project based learning, quiz, seminars, exhibitions, posters.
- ✓ Research Based Projects
- ✓ Technology enabled self-learning
- ✓ Internships
- ✓ LMS (Google Classroom)

The effective teaching strategies would address the requirements of leaner to learn at their own pace. The teaching pedagogy adopted to ensure inculcate higher order skills in the learner. The entire program is also designed to foster human values, environmental consciousness for an equable society. The teaching learning processes adopted would aim at participatory pedagogy.

Mapping of Curriculum for Employability/Entrepreneurship/Skill Development

Courses	Unit wise	Mapping
Principles of Management RJMAJBCOMMS111	1. Introduction to Management 2. Planning, Decision Making &Organizing 3. Motivation & Leadership 4. Co-ordination, Controlling and Change Management	Employability, Skill development
Introduction to Financial Accounting RJMAJBCOMMS112	1. Fundamentals of Financial Accounting 2. Accounting Transactions –I 3. Accounting Transactions –II 4. Final Accounts	Employability, Skill development

Courses	Unit Wise	Mapping
Human Resource Management RJMAJBCOMMS121	1. Introduction 2. Recruitment and selection 3. Performance Appraisal & Career planning 4. Talent management	Skill development/ Employability
Introduction to Cost Accounting RJMAJBCOMMS122	1. Introduction to Cost Accounting 2. Elements of Cost 3. Process Costing 4. Operating Costing	Entrepreneurship/ Skill development/ Employability

Mapping of Curriculum with Relevance to Local, Regional, National and Global Development Needs

Courses	Unit wise	Relevance to
Principles of Management RJMAJBCOMMS111	1. Introduction to Management 2. Planning, Decision Making &Organizing 3. Motivation & Leadership 4. Co-ordination, Controlling and Change Management	Local, National, International
Introduction to Financial Accounting RJMAJBCOMMS112	1. Fundamentals of Financial Accounting 2. Accounting Transactions –I 3. Accounting Transactions –II 4. Final Accounts	Local, National

Courses	Unit Wise	
Human Resource Management RJMAJBCOMMS121	1. Introduction 2. Recruitment and selection 3. Performance Appraisal & Career planning 4. Talent management	Local, National, International
Introduction to Cost Accounting RJMAJBCOMMS122	1. Introduction to Cost Accounting 2. Elements of Cost 3. Process Costing 4. Operating Costing	Local, National

Mapping of Curriculum with relevance to SDG

Courses	Unit wise	Mapping
Principles of Management RJMAJBCOMMS111	1. Introduction to Management 2. Planning, Decision Making &Organizing 3. Motivation & Leadership 4. Co-ordination, Controlling and Change Management	SDG8, SDG4, SDG3
Introduction to Financial Accounting RJMAJBCOMMS112	1. Fundamentals of Financial Accounting 2. Accounting Transactions –I 3. Accounting Transactions –II 4. Final Accounts	SDG8, SDG4

Courses	Unit Wise	Mapping
Human Resource Management RJMAJBCOMMS121	1. Introduction 2. Recruitment and selection 3. Performance Appraisal & Career planning 4. Talent management	SDG 4,5 &10
Introduction to Cost Accounting RJMAJBCOMMS122	1. Introduction to Cost Accounting 2. Elements of Cost 3. Process Costing 4. Operating Costing	SDG10