

The academic resources available in VSIT –

VMIS (ERP)	V-Refer and V-Live	VSIT Library	VAC & MOOC Courses
Institute & Department Vision and Mission	Former IA question papers and solutions (prepared by faculty)	Former IA question papers solutions - hardcopy	Value Added Courses (VAC) are conducted throughout the semester & in the semester break - Enrol for the VACs
Program Educational Objectives (PEO)	MU end semester examination question papers and solutions (prepared by faculty)	MU end semester exam question paper & solutions - by faculty, hardcopy	
Program Specific Outcome (PSO)	Class notes and Digital Content for the subject (scanned / typed by faculty)	All text books, reference books, e -books mentioned in the syllabus & AAP	Online courses from NPTEL, Coursera etc. are pursued throughout the semester - Register for the course & get certified
Program Outcome (PO)	Comprehensive question bank, EQ, GQ, PPT, Class Test papers	Technical journals and magazines for reference	
Departmental Knowledge Map	Academic Administration Plan & Beyond Syllabus Activity report	VSIT library is member of IIT Bombay Library	Watch former lectures captured in LMS at VSIT

1.a Course Objectives (write in detail – follow NBA guideline in this regard)

Cognitive	What do you want students to know?	Gain knowledge about different Laws & Acts like Partnership Act, Limited Partnership Act and Factories Act.
Affective	What do you want students to think / care about?	Understand the application of those act in the Business
Behavioural	What do you want students to be able to do?	Ability to find importance of application of such Acts & making use of the same either in their business or at the place of employment.

1.b Course Outcome (CO) Statements and Module-Wise Mapping (follow NBA guideline)

CO No.	Statements	Related Module/s
CO1	Understand different provisions of Indian Partnership Act 1932 & its application	Unit 1
CO2	Gain knowledge on Limited Liability Partnership Act 2008 & its application	Unit 2

CO3	Analyse different sections of Factories Act 1948 & its application	Unit 3
CO4	Compliances of various provisions regarding conduct of Business or in the Corporate scenario.	

1.c Mapping of COs with POs (mark S: Strong, M: Moderate, W: Weak, Dash ‘-’: not mapped)

	PO 1	PO 2	PO 3	PO 4	PO 5	PO 6	PO 7	PO 8	PO 9	PO 10	PO 11	PO 12
CO 1	M	M	S	W	M	S						
CO 2	M	M	S	W	M	S						
CO 3	M	M	S	W	M	S						
CO 4	M	M	S	M	M	S						
CO 5												

1.d Mapping of COs with PSOs (mark S: Strong, M: Moderate, W: Weak, Dash ‘-’:not mapped)

	PSO 1	PSO 2	PSO 3	PSO 4
CO 1				
CO 2				
CO 3				
CO 4				
CO 5				

1.e Teaching and Examination Scheme (As specified by the University) for the Course

Categories	Mathematics	Computing / IT / Electronics	Humanities & Soft Skill	Social Sciences	Commerce	Management	Multidisciplinary
Tick suitable category							✓

Subject Code	Subject Name	Teaching Scheme			Credits Assigned			
		Theory	Practical	Tutorial	Theory	TW/Practical	Tutorial	Total
6	Business Law	75	--	--	3	-	--	3

Subject Name	Examination Scheme						
	Theory Marks	IA Test		TW	Practical	Oral	Total

Subject Code		IA 1	IA 2	Sum of IA1 and IA2	End Sem. Exam Marks				
6	Business Law	20	05	25	75	--	--	--	75

1.f Faculty-Wise Distribution of all Lecture-Practical-Tutorial Hours for the Course

Divisions	Lecture (Hrs.)	Practical (Hrs.)				Tutorial (Hrs.)			
		Batch 1	Batch 2	Batch 3	Batch 4	Batch 1	Batch 2	Batch 3	Batch 4
A	2.30	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.
B	2.30	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.
C	2.30	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.

1.g Office Hours (Faculty will be available in office in this duration for solving students' query)

Division	Day	Time (at least 1 Hr. / Division)	Venue (Office Room No.)
A	Monday	12.30 p.m – 1.30p.m	Staff Room
B	Tuesday	12.30 p.m – 1.30p.m	Staff Room
C	Wednesday	12.30 p.m – 1.30p.m	Staff Room

2.a Syllabus: Module Wise Teaching Hours and % Weightage in University Question Paper

Module No.	Module Title and Brief Details	Teaching Hrs. for each module	% Weightage in University Question Papers
1	The Indian Partnership Act, 1932	12.5 hrs	Equal
2	Limited Liability Partnership Act, 2008	12.5 hrs	Equal
3	Factories Act, 1948	12.5 hrs	Equal
* Insert rows for more modules in the Course Total		37.5	100

2.b Prerequisite Courses

No.	Semester	Name of the Course	Topic/s
1	II	Business Law I	All
2			
3			

2.c Relevance to Future Courses

No.	Semester	Name of the Course
1	IV	Business law (Company Law) III
2		

2.d Real Life Application Mapping – Mention Application from Very Common Day to Day Life

No.	Real Life Application Mapping with the Course
1	Different laws applicable to Partnership Act for starting a Partnership business
2	Various provisions of the LLP Act & its application
3	Rules covered under the Factories Act & its compliance at the workplace

3. Past Results – Division-Wise and Topic-Wise Result Based Analysis

Details	Target - Dec 2020	Dec 2019	Dec 2018	Dec 2017
Course Passing % – Average of 3 Divisions	100	100	94.3	97.38
Marks Obtained by Course Topper (marks /100)		92	87	80

Year	Division A		Division B		Division C	
	Initials of Teacher	% Result	Initials of Teacher	% Result	Initials of Teacher	% Result
Dec 2019	AAJ	100	AAJ	100	AAJ	100
Dec 2018	GNS	100	GNS	94.6	GNS	94
Dec 2017	Mr. Harish	100%	Mr. Harish	96.55%	Mr. Harish	95.45%

Topics which affect results negatively	Module Number	Recommendations to overcome these issues & improve result in future
Factories Act (provisions)	3	Assignment and Practical examples along with Open Book Test
Registration process	2	Assignment & Maybe a Take Home Test

4 All the Learning Resources – Books and E-Resources

4.a List of Text Books (T – Symbol for Text Books) to be Referred by Students

Sr. No	Text Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Indian Partnership Act 1932	Act			1
2	Industrial Law	P.L Malik			3
3	Limited Liability Partnership Act 1932	Act			2
4	Law of Partnership	P.C. Markanda			1
5	Personnel Management & Industrial Relations	Kapur S., Punia B.			3
6	Law of Partnership	J P Singhal			1

4.b List of Reference Books (R – Symbol for Reference Books) to be Referred by Students

Sr. No	Reference Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Business Law	Bulchandani	Himalaya		All
2	Business Law	P.C.Tulsian	Tata McGraw Hill		All
3	Business Law	R.S.N.Pillai	S Chand		All
4					
5					
6					

4.c List of E - Books (E – Symbol for E-Books) to be Referred by Students

Sr. No	E- Book Titles	Author/s	Publisher	Edition	Module Nos.
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1	Business Law	P.C.Tulsian	Tata McGraw Hill		All
2	Business Law	R.S.N.Pillai	S Chand		All
3	Indian Partnership Act 1932	Panel of Experts	Faculty Notes		1

4.d

Web Links and Names of Magazines, Journals, E-journals – [VIT is member of IIT Bombay Library]

Refer online journals subscribed in VIT library. You can also access IIT Bombay online library for journals from IITB campus.

Sr. No.	Web-Links and Names of Journals and E-Journals Recommended to Students for this Course	Web-Links and Names of Magazines Recommended to Students for this Course	Module Nos.
1	https://lib.myilibrary.com		
2	https://doaj.org/		
3	Ebsco		
4			
5			
6			

4.e

Module Best Available in - Tick the best resource [from 4.a to 4.d in this AAP] & give details

Module No.	Category (Please Tick Mark) - \checkmark						Available In VSIT Library?		Details of the Resource (i.e. Name, Chapter & Page No., etc.)
	Book			Maga-zine	Journals		Y	N	
	Text	Reference	E-Book		Regular	E-Journal			
1	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>				Y		T, E & R Books
2	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>				Y		T, E & R Books
3	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>				Y		T, E & R Books
4									
5									

4.f

Web Links for Online Notes/YouTube/VSIT Digital Content/VIT Lecture Capture/NPTEL Videos

Students can view lectures by VSIT professors, captured through LMS 'Lecture Capture' in VIT campus for previous years.

No.	Websites / Links	Module Nos.
1	Digital Content (live.vsit.edu.in)	1-3
2	https://www.youtube.com/watch?v=nRyKyYLMEX0	1
3	https://www.youtube.com/watch?v=x7ANhHVUEC4	3
4	https://www.youtube.com/watch?v=aovyBBeyyc	1
5	https://www.youtube.com/watch?v=ouEl9mc54yI	2
6	https://www.youtube.com/watch?v=aD5xAqx7ItM	3
7	https://www.youtube.com/watch?v=g4PiUCSMhME	3

4.g Recommended MOOC Courses like Coursera / NPTEL / MIT-OCW / edX etc.

Sr. No.	MOOC Course Link	Course conducted by – Person / University / Institute / Industry	Course Duration	Certificate (Y / N)
1	https://alison.com/courses/accounting?locale=en&page=1&	Employee Law	-	Y
2	https://www.udemy.com/course/lets-share-the-burden/	Udemy		
3	https://www.udemy.com/course/personal_branding/	udemy		

4.h Recommended Value Added Courses (VAC)

Sr. No.	Name of the Value Added Course	Conducted by – Person / Institute / Industry	Course Duration	Certificate (Y / N)
1				

4.i Study Material Distributed among Students

Tick if distributed among students					
GQ	Notes	Digital Content	PPT	EQ (updated till the Last Exam)	Other (Write Details)
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	

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5. Consolidated Course Lesson Plan

	From (date/month/year)	To (date/month/year)	Total Number of Weeks
Semester Duration			15

Week	Lecture no.	Module No.	Lecture Topics / IA 1 and IA 2 / BSA planned to be covered	Actual date of Completion / No. of lecture	COs	Recommended Prior Viewing / Reading	
						Lecture No. (on LMS)	Chapter No. / Page Nos./ Books/ Web Site
1	1	1	Syllabus Discussion-Definition and essentials (Assignment)		1		
1	2	1	Test of partnership and Partnership deed		1		
1	3	1	Partners, Firm, firm Name, Types of partnership, distinction		1		
2	4	1	Registration of firms (Assignment)		1		
2	5	1	Duties, liabilities (OBT), Rights of partner, Mutual rights Rules of Reconstitution(Assignment) (THT)		1		
2	6	1	Property of the firm, Authority, Liability to third party, partner by holding out		1		
3	7	1	Rights of transferee, New partner, (THT), Expulsion (THT)		1		
3	8	1	Deceased partner, Retirement of a partner (THT), Rights of outgoing partner		1		
3	9	1	Minor's position, insolvency of a partner, partner by holding out		1		
4	10	1	Meaning dissolution, modes (OBT)		1		
4	11	1	Consequences of dissolution		1		

4	12	1	Revision of Unit 1 (Quiz)		1		
5	13	2	Introduction to LLP, Definition of LLP, Salient features of LLP Act		2		
5	14	2	Advantages of LLP (OBT) , Disadvantages of LLP (Assignment)		2		
5	15	2	Designated Partners (THT), Procedure for incorporation (Assignment)		2		
6	16	2	Difference between LLP and Partnership Act (Assignment)		2		
6	17	2	Difference between LLP and company		2		
6	18	2	Liability of a partner, Liability of LLP(THT)		2		
7	19	2	Holding out, Liability in case of fraud		2		
7	20	2	Whistle Blowing, Winding up of LLP (OBT)		2		
7	21	2	Revision of Unit 2 (Quiz)		2		
8	22	3	Introduction to Factories Act 1948		3		
8	23	3	Applicability of the Act		3		
8	24	3	Objectives of the Factories Act,1948		3		
9	25	3	Salient Features of the Act		3		
9	26	3	Definitions of Workman and Factory, Meaning of Hazardous Process		3		
9	27	3	Meaning of Manufacturing Process, Occupier & his duties (Assignment)		3		
10	28	3	Medical Surgeon and Duties of Medical Surgeon		3		
10	29	3	Supervisor and Duties of Supervisor		3		

10	30	3	Health Provisions (Assignment)		3		
11	31	1	Safety Provisions (Assignment)		3		
11	32	3	Site Appraisal Committee (OBT) Welfare Provisions (Assignment)		3		
11	33	3	Working Hours for Adults, Employment of Young Children		3		
12	34	3	Assignment on Various authorities for Health, Safety & welfare of workers		3		
12	35	3	Revision, Discussion of QB (Quiz)		1-3		
12	36		Doubt Solving & Revision Unit 1 & 2		1-2		
13	37		Doubt solving & Revision Unit 3		3		

6.

Rubric for Grading and Marking of Term Work (inform students at the beginning of semester)

Lecture + Practical (% Attendance) & Marks	Assignments	Tutorial	Lab / Practical Performance	Lab Journal Assessment	Class Tests (Other than IA)	Class participation	Other (2) specify	Total
						05		05

a

7.

Assignments / Tutorials Details (must attach print out of all questions together with AAP)

Assignment No.	Title of the Assignments / Tutorials	CO Map	Assignments given to Students on	Date of Submission
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1	Explain the concept of Partnership & its essential elements.	1		
2	Explain the process of formation & Registration of a Partnership.	1		
3	What are the rules of admission, retirement & expulsion of Partner?	2		
4	What is the difference between Partnership & LLP?	2		
5	What are the advantages of a LLP?	3		
6	What is the Registration process of LLP?	2		
7	What are the health, safety & welfare measures under the Factories Act?	3		
8	What are the duties of the Occupier of the Factory?	3		
9	Enumerate briefly various authorities that take up the responsibility regarding health, safety & welfare of workers.	3		

Analysis of Assignment / Tutorial Questions and Related Resources

Assignment No.	Week No.	Type* (√)			Module No.	Based on #			Question Type (√)	
		R	UQ	OBT		Text Book	Reference Book	Other Learning Resource	MU EQ	Thought Provoking
1	1	Yes			1		Yes		Yes	Yes
2	2	Yes		Yes	1		Yes		Yes	Yes
3	2	Yes			1		Yes		Yes	Yes
4	4	Yes		Yes	2		Yes		Yes	Yes Yes
5	5	Yes			2		Yes		Yes	Yes
6	5	Yes			2		Yes		Yes	Yes
7	9	Yes			3		Yes		Yes	Yes
8	10,11,12	Yes			3		Yes		Yes	Yes
9	12	Yes			3		Yes		Yes	Yes

* Tick (√) the Type of the Assignment: Regular (R); Unannounced Quiz (UQ) ; Open Book Test for TY/SY/MASTERS (OBT)

Write number for Text book, reference book, other learning resource from this AAP – from Points 4.a to 4.d

8. Internal Assessment / Other Class Test / Open Book Test (OBT)/Take Home Test (THT) Details

Tests	Test Dates	Module No.	CO Map	IA Question Paper Pattern	Policy
1 st IA Test	7 th – 8 th Week	1 & 2		Q1 – MCQ - 10 Marks Q2 – 1 numerical 5 Marks Q3 – 1 numerical 5 Marks 20 marks each for IA 1 & 2	No IA Re-test
2nd IA Test					IA is a Head of passing *
Pop Quiz	10, 12	1-3			
Open Book Test	2,4,5,7,11	All			
Take Home Test	2,5,6	All			
Class tests / prelims					
Class tests / prelims					
Any other test/exams					

* IA failures will have to appear for re-test in next semester

9.a Practical Activities – Regular Experiments

Practical No.	Module No.	Title of the Regular Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1					
2					
3					
4					
5					
6					
7					

8					
9					
10					

9.b Practical Activities – Newly Added Experiments

Practical No.	Module No.	Title of the Newly Added Experiments (Revision)	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1	1	https://www.youtube.com/watch?v=aovyBByeyvc	1		
2	2	https://www.youtube.com/watch?v=ouEl9mc54yl	2		
3	3	https://www.youtube.com/watch?v=aD5xAqx7ltM	3		
4	3	https://www.youtube.com/watch?v=g4PiUCSMhM E	3		

9.c Practical Activities – PBL Experiments

Practical No.	Module No.	Title of the PBL Experiments	Concepts to be highlighted	CO Map	Audit / Quality (0 to 4)
1	1	Preparation of Partnership deed	Contents	1	
2	3	Safety provisions of any Factory-Case study	Provisions	3	

10. Beyond Syllabus Activities for Gap Mitigation

No.	Type of the Activity	Activities	Details – no of attendees, guest, feedback, mark sheet, report
1	Interaction with Outside World	Guest Lecture / Workshops	Guest lecture
2		Industrial Visit	Court/Factory
3	Test and Assessments	Class Tests – (other than IA)	
4		Mini Projects	Visiting Partnership firm
5		Pop Quiz	Quiz
6		Mobile App Based Quiz	NA

7		Open Book Test	Yes
8		Take Home Test	Yes
9	Collaborative and Group Activity	Poster Presentation	Yes
10		Minute Papers	NA
11		Students Seminar	NA
12		Students Debates	Yes
13		Panel Discussion / Mock GD	Yes (working hours of women and child labour)
14		Mock Interview	NA
15	Co-curricular Courses	MOOC-NPTEL/Coursera Videos	Yes
16		Value Added Courses	NA
17		Lecture Capture Usage	NA

*** Do not delete any activity. Give details for planned events. Write 'NA' for activity Not Planned.**

Consolidated Academic Administration Plan Prepared by (mention all theory teaching faculty names with signature)

**Faculty 1 Name (Sign.)
Name (Sign.)**

Faculty 2 Name (Sign.)

Faculty 3

(Dr. Ashwini Joshi)

External Industry Mentor (Sign.)
Mentor (Sign.)

External Academic

VSIT Cluster Mentor Name (Sign.)
(Sign.)

Head of Dept.

TEACHING LEARNING PLAN
M.Com – Semester I

Sub: STRATEGIC MANAGEMENT

Dates	No.of lectures	Topic to be covered
	Unit 1	Introduction to Strategic Management
24/12/2020	1	Concept of SM, SM process, Vision and Mission and Goals, Benefits or Risk of SM
31/12/2020	1	Level of Strategies, Functional strategies,
7/1/2021	1	Business environment
	Unit 2	Strategic Formulation, Implementation and Evaluation
14/1/2021	1	Strategic formulation – Stages and importance, Formulation of alternative strategies, Business restructuring
21/1/2021	1	Strategic Analysis and choice- issues and structures, corporate portfolio analysis- SWOT, BCG matrix, GE Nine cell matrix, Hofer's matrix
28/1/2021	1	Environmental threat and opportunity profile, Strategic choice, SM implementation
4/2/2021	1	Resource allocation – importance & challenges, strategic evaluation and control, Budgetary control
	Unit 3	Business, Corporate and Global Strategies
11/2/2021	1	Corporate restructuring strategies, Corporate renewal strategies
18/2/2021	1	Strategic Alliance, Public private participation
25/2/2021	1	Information Technology driven strategies
	Unit 4	Emerging Strategic Trends
4/3/2021	1	Business Process outsourcing, Knowledge process outsourcing
11/3/2021	1	Re-engineering business process- business, operational and process
18/3/2021	1	Disaster Mgmt – concept, problem, consequences, preventing disaster
25/3/2021	1	Start-up Business strategies-, make in India model
31/3/2021	1	Revision

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Program Specific Outcome (PSO)	Class notes and Digital Content for the subject (scanned / typed by faculty)	All text books, reference books, e -books mentioned in the syllabus & AAP	Online courses from NPTEL, Coursera etc. are pursued throughout the semester - Register for the course & get certified
Program Outcome (PO)	Comprehensive question bank, EQ, GQ, PPT, Class Test papers	Technical journals and magazines for reference	
Departmental Knowledge Map	Academic Administration Plan & Beyond Syllabus Activity report	VSIT library is member of IIT Bombay Library	Watch former lectures captured in LMS at VSIT

1.a Course Objectives (write in detail – follow NBA guideline in this regard)

Cognitive	What do you want students to know?	Gain knowledge about difference between Financial Accounting and Cost Accounting.
Affective	What do you want students to think / care about?	Understand the different methods to value Material, Labour and Overhead Cost
Behavioural	What do you want students to be able to do?	Ability to find Material, Labour and Overhead Cost.

1.b Course Outcome (CO) Statements and Module-Wise Mapping (follow NBA guideline)

CO No.	Statements	Related Module/s
CO1	Students can explain the different types of Cost and difference between cost and financial accounting	Unit 1
CO2	Able to find the of material cost	Unit 2
CO3	Students know to analyse different schemes of wage payment and incentives	Unit 3
CO4	Students aware of classification of overhead and its method of apportionment	Unit 4

1.c Mapping of COs with POs (mark S: Strong, M: Moderate, W: Weak, Dash '-': not mapped)

	PO 1	PO 2	PO 3	PO 4	PO 5	PO 6	PO 7	PO 8	PO 9	PO 10	PO 11	PO 12
CO 1	Moderate	Moderate	Strong	Weak	Weak	Weak						
CO 2	Moderate	Strong	Strong	Weak	Moderate	Weak						
CO 3	Moderate	Strong	Strong	Weak	Moderate	Weak						
CO 4	Moderate	Strong	Strong	Weak	Moderate	Weak						
CO 5												

1.d Mapping of COs with PSOs (mark S: Strong, M: Moderate, W: Weak, Dash '-':not mapped)

	PSO 1	PSO 2	PSO 3	PSO 4
CO 1				
CO 2				
CO 3				
CO 4				
CO 5				

1.e Teaching and Examination Scheme (As specified by the University) for the Course

Categories	Mathematics	Computing / IT / Electronics	Humanities & Soft Skill	Social Sciences	Commerce	Management	Multidisciplinary
Tick suitable category					✓		

Subject Code	Subject Name	Teaching Scheme			Credits Assigned			
		Theory	Practical	Tutorial	Theory	TW/Practical	Tutorial	Total
3.6.2	Cost Accounting I	75	--	--	3	-	--	3

Subject Code	Subject Name	Examination Scheme							
		Theory Marks IA Test			End Sem. Exam Marks	TW	Practical	Oral	Total
		IA 1	IA 2	Sum of IA1 and IA2					
3.6.2	Cost Accounting I	20	05	25	75	--	--	--	75

1.f Faculty-Wise Distribution of all Lecture-Practical-Tutorial Hours for the Course

Divisions	Lecture (Hrs.)	Practical (Hrs.)				Tutorial (Hrs.)			
		Batch 1	Batch 2	Batch 3	Batch 4	Batch 1	Batch 2	Batch 3	Batch 4
A	3	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.
B	3	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.
C	3	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.

1.g Office Hours (Faculty will be available in office in this duration for solving students' query)

Division	Day	Time (at least 1 Hr. / Division)	Venue (Office Room No.)
A	Tuesday	12.30 p.m – 1.30p.m	Staff Room
B			
C			

2.a Syllabus: Module Wise Teaching Hours and % Weightage in University Question Paper

Module No.	Module Title and Brief Details	Teaching Hrs. for each module	% Weightage in University Question Papers
1	Introduction to Cost Accounting	12.5	25
2	Material Cost	12.5	25
3	Labours Cost	12.5	25
4	Overheads	12.5	25
* Insert rows for more modules in the Course		Total	50
			100

2.b Prerequisite Courses

No.	Semester	Name of the Course	Topic/s
1	11 th and 12 th	Basic knowledge of financial accounting and cost	
2			
3			

2.c Relevance to Future Courses

No.	Semester	Name of the Course
1	III, V & VI	BAF
2		Higher Studies in CMA
3		M.Com., MMS., MBA

2.d Real Life Application Mapping – Mention Application from Very Common Day to Day Life

No.	Real Life Application Mapping with the Course
1	Preparation of cost sheet in a company
2	Valuation of Material, Labour and Overhead cost

3. Past Results – Division-Wise and Topic-Wise Result Based Analysis

Details	Target Dec 2020	Dec 2019	Dec 2018	Dec 2017	Dec 2016
Course Passing % – Average of 3 Divisions	100%	96.97%	92%	89.34 %	95.43 %

Marks Obtained by Course Topper (marks/100)	Above 95%	93%	80%	80%	91.55%
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Year	Division A		Division B		Division C	
	Initials of Teacher	% Result	Initials of Teacher	% Result	Initials of Teacher	% Result
Dec 2019	GNS	96.97%	Varsha	92.54%	Varsha	87.67%
Dec 2018	GNS	92%	Ms. Kavitha	92%	Ms. Kavitha	92%
Dec 2017	Ms. Kavitha	100%	Ms. Kavitha	83.33%	Ms. Kavitha	84.62%
Dec 2016	MNI	96.05%	NLK	98.36%	SSK	91.67%

Topics which affect results negatively	Module Number	Recommendations to overcome these issues & improve result in future
Overheads	4	Solving sums with different adjustment
		Recitation of formulae
Labour Cost	3	Recitation of formulae and solving sums with different adjustments

4 All the Learning Resources – Books and E-Resources

4.a List of Text Books (T – Symbol for Text Books) to be Referred by Students

Sr. No	Text Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Cost Accounting	S.P. Jain and K.L. Narang	Kalyani Publishers, Ludhiana		
2	Cost Accounting	Ravi M. Kishore	Taxmann Ltd., New Delhi		

4.b List of Reference Books (R – Symbol for Reference Books) to be Referred by Students

Sr. No	Reference Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Cost Accounting	M.E.Thukaram Rao	New Age International Publishers	2012	All
2	Cost Accounting	P.C. Tulsian	S.Chand	2008	All
3	Cost Accounting	B.M. Lall Nigam	PHI	2014	All
4	Cost Accounting	M.N. Arora	Himalaya	2014	All
5	Cost and Management Accounting	Taxmann	Taxmann	4 th	All

4.c List of E - Books (E – Symbol for E-Books) to be Referred by Students

Sr. No	E- Book Titles	Author/s	Publisher	Edition	Module Nos.
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1	Cost Accounting https://books.google.co.in/books/about/Cost_Accounting.html?id=oxBU6Pa3m5YC	P.K.Jain	Tata Mc GrawHill	2000	All
2	Cost Accounting Course Material http://www.universityofcalicut.info/SDE/BComCoreCostAccounting_on09March2016.pdf	University of Calicut			1 & 3
3	https://www.free-ebooks.net/academic-articles/Cost-and-Management-Accounting Cost and Management Accounting	Virtual University of Pakistan			All

4.d Web Links and Names of Magazines, Journals, E-journals – [VIT is member of IIT Bombay Library]

Refer online journals subscribed in VIT library. You can also access IIT Bombay online library for journals from IITB campus.

Sr. No.	Web-Links and Names of Journals and E-Journals Recommended to Students for this Course	Web-Links and Names of Magazines Recommended to Students for this Course	Module Nos.
1	https://lib.myilibrary.com	Global Journal of Finance and Management	1-4
2	https://doaj.org/	The Chartered Accountant	1-4
3	Ebsco	Indian Journal of Finance	1-4
4	https://www.jstage.jst.go.jp/browse/jcar Journal of Cost Accounting		

4.e Module Best Available in - Tick the best resource [from 4.a to 4.d in this AAP] & give details

Module No.	Category (Please Tick Mark) - √						Available In VSIT Library?		Details of the Resource (i.e. Name, Chapter & Page No., etc.)
	Book			Magazine	Journals		Y	N	
	Text	Reference	E-Book		Regular	E-Journal			
1	✓	✓	✓				Y		Cost Accounting Course Material Cost Accounting – Thukaram
2	✓	✓					Y		Cost Accounting – Thukaram and Tulsian
3	✓	✓					Y		Cost Accounting _ Thukaram, Tulsian and Taxmann
4	✓	✓					Y		Cost Accounting _ Thukaram, Tulsian and Taxmann
5									

4.f Web Links for Online Notes/YouTube/VSIT Digital Content/VIT Lecture Capture/NPTEL Videos

Students can view lectures by VSIT professors, captured through LMS 'Lecture Capture' in VIT campus for previous years.

No.	Websites / Links	Module Nos.
1	Digital Content V refer	1-4
2	https://www.youtube.com/watch?v=yS-JSkWMkk4plan.html)	1
3	https://www.youtube.com/watch?v=n34BvKEYTT4	4

4	https://www.youtube.com/watch?v=Fvx3hEqDQao	4
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4.g Recommended MOOC Courses like Coursera / NPTEL / MIT-OCW / edX etc.

Sr. No.	MOOC Course Link	Course conducted by – Person / University / Institute / Industry	Course Duration	Certificate (Y / N)
1	https://www.udemy.com/course/crash-course-on-cost-of-capital-and-capital-structuring/	Udemy	3 hrs.	Y

4.h Recommended Value-Added Courses (VAC)

Sr. No.	Name of the Value-Added Course	Conducted by – Person / Institute / Industry	Course Duration	Certificate (Y / N)
1	Tally with GST	VSIT	1	Y

4.i Study Material Distributed among Students

Tick if distributed among students					
GQ	Notes	Digital Content	PPT	EQ (updated till the Last Exam)	Other (Write Details)
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	

5. Consolidated Course Lesson Plan

	From (date/month/year)	To (date/month/year)	Total Number of Weeks
Semester Duration	7/09/2020	Nov 2020	15

Week	Lecture no.	Module No.	Lecture Topics / IA 1 and IA 2 / BSA planned to be covered	Actual date of Completion	COs	Recommended Prior Viewing / Reading	
						Lecture No. (on LMS)	Chapter No. / Page Nos./ Books/ Web Site
1	1	1	Syllabus Discussion		1		1
1	2	1	Meaning & Definition of costing		1		1
1	3	1	Scope & Objectives of costing		1		1
2	4	1	Importance and Advantages of cost accounting		1		1

2	5	1	Difference between cost A/c & financial A/c		1		1
2	6	1	Limitation of financial Accounting- EFB		1		1
3	7	1	Def: of Cost, Costing & Financial Accounting		1		1
3	8	1	Classification of Cost		1		1
3	9	1	Cost allocation & apportionment- PBL Identify the cost incurred to weave cloth, wooden table, leather products, Chocolates, Mobile phones		1		1
4	10	1	Coding system & good costing system		1		1
4	11	1	Limitation of financial Accounting		1		1
4	12	1	Def: of Cost, Costing & Financial Accounting		1		1
5	13	1	Classification of Cost		1		1
5	14	1	Cost allocation & apportionment		1		1
5	15	1	Coding system & good costing system Assignment I – Theory Questions		1		1
6	16	2	Material cost concept and its types		2		2
6	17	2	Material control- its essentials and advantages		2		2
6	18	2	Objectives and Advantages of Material costing.		2		2
7	19	2	Documentation, Bin card		2		2
7	20	2	Stock levels, Minimum levels, Maximum levels, Re-order levels		2		2
7	21	2	Economic order Qty- Quiz		2		2
8	22	2	Practical problems - Economic order Qty		2		2

8	23	2	Practical problems - Economic order Qty		2		2
8	24	2	Purchase Order, Inspection, Stock Verification & Inventory Control		2		2
9	25	2	Practical problems -		2		2
9	26	2	Practical problems -		2		2
9	27	2	Practical problems -		2		2
10	28	2	Revision – Open Book Test (FIFO and Weighted Average)		2		2
10	29	3	Labours Cost		3		3
10	30	3	Composition of labour cost		3		3
11	31	3	Labour cost record		3		3
11	32	3	Overtime/idle time/Incentive Schemes		3		3
11	33	3	Practical problems		3		3
12	34	3	Practical problems		3		3
12	35	3	Practical problems		3		3
12	36	3	Practical problems		3		3
13	37	3	Practical problems		3		3
13	38	3	Practical problems		3		3
13	39	3	Practical problems		3		3
14	40	3	Practical problems		3		3

14	41	3	Practical problems – Assignment II (Sums from Unit 2 and 3)		3		3
14	42	4	Overheads Concepts		4		4
15	43	4	Classifications of overheads on different basis		4		4
15	44	4	Apportionment & absorption of Overheads		4		4
15	45	4	Practical problems		4		4
16	46	4	Practical problems		4		4
16	47	4	Practical problems		4		4
16	48	4	Practical problems		4		4
17	49	4	Practical problems		4		4
17	50	4	Practical problems – Quiz (ALL UNITS FORMULA)		4		4

6. Rubric for Grading and Marking of Term Work (inform students at the beginning of semester)

Lecture + Practical (% Attendance) & Marks	Assignments	Tutorial	Lab / Practical Performance	Lab Journal Assessment	Class Tests (Other than IA)	Class participation	Other (2) specifying	Total
						05		05

7. Assignments / Tutorials Details (must attach print out of all questions together with AAP)

Assignment No.	Title of the Assignments / Tutorials	CO Map	Assignments given to Students on	Date of Submission

1	Assignment I – Theory Question from Unit 1 based on previous year University question paper	1		
2	Assignment II – Unit 2 and Unit 3 – Practical sums from University question – 20 questions	2 and 3		

Analysis of Assignment / Tutorial Questions and Related Resources

Assignment No.	Week No.	Type* (√)			Module No.	Based on #			Question Type (√)	
		R	UQ	OBT		Text Book	Reference Book	Other Learning Resource	MU EQ	Thought Provoking
1	6	Yes			2		Yes			Yes
2	14	Yes			3				Yes	Yes
3										

* Tick (√) the Type of the Assignment: Regular (R); Unannounced Quiz (UQ) ; Open Book Test for TY/SY/MASTERS (OBT)

Write number for Text book, reference book, other learning resource from this AAP – from Points 4.a to 4.d

8. Internal Assessment / Other Class Test / Open Book Test (OBT)/Take Home Test (THT) Details

Tests	Test Dates	Module No.	CO Map	IA Question Paper Pattern	Policy
1 st IA Test				Q1 – MCQ - 10 Marks Q2 – 1 numerical 5 Marks Q3 – 1 numerical 5 Marks 20 marks each for IA 1 & 2	No IA Re-test
2 nd IA Test					IA is a Head of passing *
Pop Quiz	7 th and 17 th week	2 and all			
Open Book Test	10 th Week	3			
Take Home Test					
Class tests / prelims					
Class tests / prelims					
Any other test/exams					

* IA failures will have to appear for re-test in next semester

9.a Practical Activities – Regular Experiments

Practical No.	Module No.	Title of the Regular Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate
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					(0 to 4)
1		NA			

9.b Practical Activities – Newly Added Experiments

Practical No.	Module No.	Title of the Newly Added Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1					
2		NA			

9.c Practical Activities – PBL Experiments

Practical No.	Module No.	Title of the PBL Experiments	Concepts to be highlighted	CO Map	Audit / Quality (0 to 4)
1	1	Identify the cost incurred to weave cloth, wooden table, leather products, Chocolates, Mobile phones	Classification of cost	1	

10. Beyond Syllabus Activities for Gap Mitigation

No.	Type of the Activity	Activities	Details – no of attendees, guest, feedback, mark sheet, report
1	Interaction with Outside World	Guest Lecture / Workshops	
2		Industrial Visit	
3	Test and Assessments	Class Tests – (other than IA)	End of each Unit
4		Mini Projects	Method of valuation of stock by Departmental Store/ Medicals
5		Pop Quiz	
6		Mobile App Based Quiz	Quiz – Unit 2 and All
7		Open Book Test	Unit III
8		Take Home Test	
9	Collaborative and Group Activity	Poster Presentation	Yes – Direct Cost and Indirect cost in Construction Industry
10		Minute Papers	Yes
11		Students Seminar	Yes
12		Students Debates	

13		Panel Discussion / Mock GD	
14		Mock Interview	
15	Co-curricular Courses	MOOC-NPTEL/Coursera Videos	Yes - https://www.udemy.com/course/crash-course-on-cost-of-capital-and-capital-structuring/
16		Value Added Courses	
17		Lecture Capture Usage	

*** Do not delete any activity. Give details for planned events. Write 'NA' for activity Not Planned.**

Consolidated Academic Administration Plan Prepared by (mention all theory teaching faculty names with signature)

Ms. Kavitha Mohan

Faculty 1 Name (Sign.)

Faculty 2 Name (Sign.)

Faculty 3 Name (Sign.)

External Industry Mentor (Sign.)

External Academic Mentor (Sign.)

VSIT Cluster Mentor Name (Sign.)

Head of Dept. (Sign.)

Version 2020-2021

The academic resources available in VSIT –

VMIS (ERP)	V-Refer	VSIT Library	VAC & MOOC Courses
Institute & Department Vision and Mission	Former IA question papers and solutions (prepared by faculty)	Former IA question papers solutions - hardcopy	Value Added Courses (VAC) are conducted throughout the semester & in the semester break - Enrol for the VACs
Program Educational Objectives (PEO)	MU end semester examination question papers and solutions (prepared by faculty)	MU end semester exam question paper & solutions - by faculty, hardcopy	
Program Specific Outcome (PSO)	Class notes and Digital Content for the subject (scanned / typed by faculty)	All text books, reference books, e -books mentioned in the syllabus & AAP	Online courses from NPTEL, Coursera etc. are pursued throughout the semester - Register for the course & get certified
Program Outcome (PO)	Comprehensive question bank, EQ, GQ, PPT, Class Test papers	Technical journals and magazines for reference	
Departmental Knowledge Map	Academic Administration Plan & Beyond Syllabus Activity report	VSIT library is member of IIT Bombay Library	Watch former lectures captured in LMS at VSIT

1.a Course Objectives (write in detail – follow NBA guideline in this regard)

Cognitive	What do you want students to know?	<ol style="list-style-type: none"> To understand the basic concept of Business Communication To enhance interpersonal skills and to improve vocabulary through various sources.
Affective	What do you want students to think / care about?	<ol style="list-style-type: none"> To think about relationship between communication skills and success in life. To think about functional aspect of Communication
Behavioural	What do you want students to be able to do?	<ol style="list-style-type: none"> To be able to communicate effectively. To be able to write flawlessly To be able to have good interpersonal skills

1.b Course Outcome (CO) Statements and Module-Wise Mapping (follow NBA guideline)

CO No.	Statements	Related Module/s
CO1	To develop awareness of the complexity of the communication process	Unit 1
CO2	To develop effective Listening skills in students so as to enable them to comprehend instructions and become a critical Listener	Unit 2

CO3	To develop effective oral skills so as to enable students to speak confidently , interpersonally as well as in large groups.	Unit 3
CO4	To develop effective writing skills so as to enable students to write in a clear , concise , persuasive and audience centred manner	Unit 4
CO5	To develop ability to communicate effectively with the help of electronic media	

1.c Mapping of COs with POs (mark S: Strong, M: Moderate, W: Weak, Dash ‘-’: not mapped)

	PO 1	PO 2	PO 3	PO 4	PO 5	PO 6	PO 7	PO 8	PO 9	PO 10	PO 11	PO 12
CO 1												
CO 2												
CO 3												
CO 4												
CO 5												

1.d Mapping of COs with PSOs (mark S: Strong, M: Moderate, W: Weak, Dash ‘-’:not mapped)

	PSO 1	PSO 2	PSO 3	PSO 4
CO 1				
CO 2				
CO 3				
CO 4				
CO 5				

1.e Teaching and Examination Scheme (As specified by the University) for the Course

Categories	Mathematics	Computing / IT / Electronics	Humanities & Soft Skill	Social Sciences	Commerce	Management	Multidisciplinary
Tick suitable category			✓		✓		

Subject Code	Subject Name	Teaching Scheme			Credits Assigned			
		Theory	Practical	Tutorial	Theory	TW/Practical	Tutorial	Total
UBMS204	Business Communication - II	75	-	-	02	01	-	3

Subject Name	Examination Scheme
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Subject Code		Theory Marks IA Test			End Sem. Exam Marks	TW	Practical	Oral	Total
		IA 1	IA 2	Sum of IA1 and IA2					
UBMS204	Business Communication - II	20	05	25	75	-	-	-	100

1.f Faculty-Wise Distribution of all Lecture-Practical-Tutorial Hours for the Course

Divisions	Lecture (Hrs.)	Practical (Hrs.)				Tutorial (Hrs.)			
		Batch 1	Batch 2	Batch 3	Batch 4	Batch 1	Batch 2	Batch 3	Batch 4
A	2	1.5	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.
B	2	1.5	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.
C	2	1.5	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.
F	2	1.5	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.

1.g Office Hours (Faculty will be available in office in this duration for solving students' query)

Division	Day	Time (at least 1 Hr. / Division)	Venue (Office Room No.)
A	Monday	12.30 p.m to 1.30 p.m	Staff room
B	Wednesday	12.30 p.m to 1.30 p.m	Staff room
C	Friday	12.30 p.m to 1.30 p.m	Staff room

2.a Syllabus: Module Wise Teaching Hours and % Weightage in University Question Paper

Module No.	Module Title and Brief Details	Teaching Hrs. for each module	% Weightage in University Question Papers
1	Theory of Communication	8 Hrs	25%
2	Barriers in Communication	8 Hrs	25%
3	Business Correspondence	10 Hrs	25%
4	Language and Writing Skills	10.5 Hrs	25%

* Insert rows for more modules in the Course Total	36.5 Hrs	100%
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2.b Prerequisite Courses

No.	Semester	Name of the Course	Topic/s
1	1	Business Communication - I	ALL

2.c Relevance to Future Courses

No.	Semester	Name of the Course
1	1	Masters of Management Studies
2		Masters in Business Administration

2.d Real Life Application Mapping – Mention Application from Very Common Day to Day Life

No.	Real Life Application Mapping with the Course
1	Business Communication and communication is a part and parcel of life. In real life the success depends on the ability to communicate effectively.
2	The subject forms the basis of all other subjects. If a student can express their ideas in an effective manner only then they can survive.
3	

3. Past Results – Division-Wise and Topic-Wise Result Based Analysis

Details	Target - Mar 20120	Mar 2019	Mar 2018
Course Passing % – Average of 3 Divisions	100%	100%	95.45%
Marks Obtained by Course Topper (mark/100)	85		

Year	Division A		Division B		Division C	
	Initials of Teacher	% Result	Initials of Teacher	% Result	Initials of Teacher	% Result
Mar 2020	Snehaprabha Katti		Snehaprabha Katti		Snehaprabha Katti	
Mar 2019	Snehaprabha Katti	100%	Snehaprabha Katti	98.48%	Snehaprabha Katti	98.48%
Mar 2018	Snehaprabha Katti	95.96%	Snehaprabha Katti	95.96%	Snehaprabha Katti	95.96%
Mar 2017	Rumeli Sharma	95.96%	Snehaprabha Katti	95.46%	Snehaprabha Katti	95.46%

Topics which affect	Module	Recommendations to overcome these issues & improve result in future
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results negatively	Number	
Business Correspondence	3	Written practice
Language and Writing Skills	4	Written practice and examples

4 All the Learning Resources – Books and E-Resources

4.a List of Text Books (T – Symbol for Text Books) to be Referred by Students

Sr. No	Text Book Titles	Author/s	Publisher	Edition Year of Publication	Module Nos.
1	Effective Communication	Balan,K.R. and Rayudu C.S.	Beacon New Delhi	1996	All
2.	Business Communication, today	BoveeCourtland,L and Thrill, John V	McGraw Hill, New York, Taxman Publication	1989	All
3.	Modern Business Correspondence	Garlside, L.E.	McDonald and Evans Ltd. Plymouth.	1980	III

4.b List of Reference Books (R – Symbol for Reference Books) to be Referred by Students

Sr. No	Reference Book Titles	Author/s	Publisher	Edition	Module Nos.
1	<i>Business Communication</i>	Meenakshi Raman & Prakash Singh	Oxford University Press		III and IV
2	<i>Professional communication</i>	Aruna Koneru	Tata McGraw Hill		III and IV
3	<i>Business Communication - II</i>	Rhoda A Doctor, Aspi H. Doctor et al	Sheth		ALL

4.c List of E - Books (E – Symbol for E-Books) to be Referred by Students

Sr. No	E- Book Titles	Author/s	Publisher	Edition	Module Nos.
1.	Modern Business, Vol. 12 http://library.umac.mo/ebooks/b31303316.pdf	Harrison McJohnston, A.M	Alexander Hamilton Institute, New York	I	III and IV

4.d Web Links and Names of Magazines, Journals, E-journals – [VIT is member of IIT Bombay

Library]

Refer online journals subscribed in VIT library. You can also access IIT Bombay online library for journals from IITB campus.

Sr. No.	Web-Links and Names of Journals and E-Journals Recommended to Students for this Course	Web-Links and Names of Magazines Recommended to Students for this Course	
1	Communication Today	lib.mylibrary.com	

4.e Module Best Available in - Tick the best resource [from 4.a to 4.d in this AAP] & give details

Module No.	Category (Please Tick Mark) - √						Available In VSIT Library?		Details of the Resource (i.e. Name, Chapter & Page No., etc.)
	Book			Magazine	Journals		Y	N	
	Text	Reference	E-Book		Regular	E-Journal			
1		✓						✓	Semester II, Sheth Publishers Pvt. Ltd. By Rhoda A. Doctor, Aspi H. Doctor et al

4.f Web Links for Online Notes/YouTube/VSIT Digital Content/VIT Lecture Capture/NPTEL Videos

Students can view lectures by VSIT professors, captured through LMS 'Lecture Capture' in VIT campus for previous years.

No.	Websites / Links	Module Nos.
1	Digital Content (live.vsit.edu.in)	1-4
2	PPTs	1-4

4.g Recommended MOOC Courses like Coursera / NPTEL / MIT-OCW / edX etc.

Sr. No.	MOOC Course Link	Course conducted by – Person / University / Institute / Industry	Course Duration	Certificate (Y / N)
1	Business Communication Crash Course https://www.udemy.com/business-communication-crash-course/	Eleventure Team	60 lectures	Y

4.h Recommended Value Added Courses (VAC)

Sr. No.	Name of the Value Added Course	Conducted by – Person / Institute / Industry	Course Duration	Certificate (Y / N)
I	In Communication	Institute	10 Hrs	Y

4.i Study Material Distributed among Students

Tick if distributed among students					
GQ	Notes	Digital Content	PPT	EQ (updated till the Last Exam)	Other (Write Details)
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Solutions of the Regular and ATKIT Exams written by the Faculty Members-

5. Consolidated Course Lesson Plan

	From (date/month/year)	To (date/month/year)	Total Number of Weeks
Semester Duration	November 2019	April 2019	15

Week No.	Lecture no.	Module No.	Lecture Topics / IA 1 and IA 2 / BSA planned to be covered	Actual date of Completion	COs	Recommended Prior Viewing / Reading	
						Lecture No. (on LMS)	Chapter No. / Page Nos./ Books/ Web Site
1	1	I	Concept of communication- meaning, definition, process, need and feedback		CO 1		
	2	I	Emergence of communication as a key concept in the corporate and Global world. Impact of Technological Advancement on Communication.		CO 1		
	3	I	P1 -Practicals- Introduction of self (B1&B2)		CO 3		
2	5	II	Channels of communication-formal channels		CO 1		
	6	II	Formal Channels		CO		

					1		
	7	II	P2- Introduction of Others (B1&B2)		CO 3		
3	8	II	Informal Channels (Grapevine) Diagonal channel.		CO 1		
	9	II	Objectives of communication- information, order ,advice , Instruction (Open Bok Test)		CO 1		
	10	II	P2- Introduction of Others (B1&B2)		CO 3		
4	11	III	Education, warning and boosting the morale of employees		CO 1		
	12	II	Methods of communication- verbal communication , characteristics of verbal communication ,		CO 3		
	13	II	P4- Non Verbal Communication(B1&B2)		CO 3		
5	14	II	Non Verbal Communication –Its characteristics		CO 3		
	15	II	Business etiquette – Skit		CO 3		
	16	II	P5- Non Verbal Communication(B1`&B2)		CO 3		
6	17	II	Modes of communication- telephone and sms communication Fax , Computers and E commerce		CO 5		
	18	II	Video conferencing ,Satellite Conferencing (Minute Paper) 15 mins		CO 5		
	19		P6- Listening Skills(B1&B2)		CO 2		

7	20		Revision		CO 2		
	21	II	Problems or barriers in communication. Physical ,Semantic Barriers and ways to overcome them		CO 1		
	22	II	P7- Effective Email Writing(B1&B2)		CO 5		
8	23	II	Socio-cultural barriers, Organizational and ways to overcome them		CO 1		
	24	II	Cross-cultural barriers and ways to overcome		CO 1		
	25	II	P8- Effective Email Writing (B1&b2)		CO 5		
9	26	III	Listening- importance of listening skills. Cultivating good listening skills (Video will be shown)		CO 2		
	27	II	Introduction to Business ethics- concept and interpretation. Business Ethics and personal Integrity at workplace(Video). Business ethics and Media (Quiz)		CO 3		
	28	II	P9- Letter of Application with Resume (B1&B2)		CO 4		
10	29		Computer ethics and corporate social responsibility. Surrogate advertising(Video), Patents		CO 3		
	30		Intellectual Property Rights . Human Rights violation, discrimination on the basis of gender , race , religion		CO 3		
	31	II	P10- Letter of Job Acceptance (B1&B2_)		CO 4		
11	32	II	Piracy, Insurance ,child labour		CO 3		

	33	II	Theory of Business Letter Writing: Parts- Standard and Optional parts		CO 4		
	34	II	P1-Leeter of Promotion (B1&B2)		CO 4		
12	35		Structure, Layouts- Full Block, Modified Block Class Test-1/2 Hour		CO 4		
	36	III	Principles of effective Email Writing Statement of Purpose		CO 5		
	37	III	P12- Letter of Resignation(B1&B2)		CO 4		
	38	III	Job Application/Resume writing		CO 4		
13	39	III	Letters of Appointment and Promotion		CO 4		
	40		P13- Letters of Termination(B1&B2)		CO 4		
	41	II	Letters of Recommendation and Resignation		CO 4		
14	42	III	Letters of Termination Revision (THT)		CO 4		
	43	III	P14- Statement OF Purpose (B1&B2)		CO 4		
15	44	III	Commercial Terms used in Business Communication: Paragraph Writing		CO 3		
	45	III	Paragraph Writing-developing an idea , use of appropriate linking device , cohesion and coherence and self editing		CO 4		

	46	III	P15- Revision Letters		CO 4		
16	47	IV	Paragraph Writing-developing an idea , use of appropriate linking device , cohesion and coherence and self editing		CO 4		
	48	IV	Paragraph Writing-developing an idea , use of appropriate linking device , cohesion and coherence and self editing		CO 4		
	49	IV	Interpretation of Technical data		CO 4		
	50	IV	Revision		CO 4		
	51		Revision		C1 to C4		
	52		Revision		C1 To c4		

6.

Rubric for Grading and Marking of Term Work (inform students at the beginning of semester)

Lecture + Practical (% Attendance) & Marks	Assign- ments	Tutorial	Lab / Practical Performanc e	Lab Journal Assessmen t	Class Tests (Other than IA)	Class participa tion	Other (2) specify	Tota l
						5		5

7.

Assignments / Tutorials Details (must attach print out of all questions together with AAP)

Assignment No.	Title of the Assignments / Tutorials	CO Map	Assignments given to Students on	Date of Submission

1	Assignment 1) Process of communication and importance of feedback .2) Impact of technological advancement on Communication	CO1	Week 3	Week 4
2	Assignment 2—1) Methods of Verbal communication 2) State and explain formal channels of communication	CO1	Week 6	Week 7
3	Assignment 3- 1) Importance of Listening skills and cultivating effective Listening skills	CO2	Week 9	Week 10
4	Assignment 4- 1) Job Application with Resume	CO4	Week 12	Week 13
5	Assignment 5-Personal correspondence	CO4	Week 14	Week 15s

Analysis of Assignment / Tutorial Questions and Related Resources

Assignment No.	Week No.	Type* (✓)			Module No.	Based on #			Question Type (✓)	
		R	UQ	OBT		Text Book	Reference Book	Other Learning Resource	MU EQ	Thought Provoking
1	Week 1	<input checked="" type="checkbox"/>			1				<input checked="" type="checkbox"/>	
2	Week 5				2				<input checked="" type="checkbox"/>	
3	Week 8				3				<input checked="" type="checkbox"/>	
4	Week 10				4				<input checked="" type="checkbox"/>	

* Tick (✓) the Type of the Assignment: Regular (R); Unannounced Quiz (UQ) ; Open Book Test for TY/SY/MASTERS (OBT)

Write number for Text book, reference book, other learning resource from this AAP – *from Points 4.a to 4.d*

8. Internal Assessment / Other Class Test / Open Book Test (OBT)/Take Home Test (THT) Details

Tests	Test Dates	Module No.	CO Map	IA Question Paper Pattern	Policy
1 st IA Test	December end or Mid of January	I and II		Q1 – MCQ - 10 Marks Q2 – 1 numerical 5 Marks Q3 – 1 numerical 5 Marks 20 marks each for IA 1 & 2	No IA Re-test IA is a Head

2 nd IA Test					of passing *
Pop Quiz	9 TH week	II	CO1		
Open Book Test	3 rd week	I	CO1		
Take Home Test	14 TH week	III	CO4		
Class tests / prelims	Minute paper 6 th week	I	CO5		
Debate		II	CO2		
Poster Competition	10 th week	II	CO3		

* IA failures will have to appear for re-test in next semester

9.a Practical Activities – Regular Experiments

Practical No.	Module No.	Title of the Regular Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1	I	Introduction of self	Oral communication	CO3	
2	I	Introduction of Others	Oral communication	CO3	
3	I	Non Verbal Communication	Oral Communication	CO3	
4	II	Listening Skills	Critical Listening	CO2	
5	III	Email Writing	Written Communication with the help of Electronic Media	CO5	
6	III	Resume Building	Written Communication (effective way of Resume Building)	CO4	
7	III	Personal Correspondence	Written Communication	CO4	

9.b Practical Activities – Newly Added Experiments

Practical No.	Module No.	Title of the Newly Added Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1		Blog Writing / Vlog making	Writing Skills	CO4	

9.c Practical Activities – PBL Experiments

Practical No.	Module No.	Title of the PBL Experiments	Concepts to be highlighted	CO Map	Audit / Quality (0 to 4)
1	III	Case study Analysing resumes of renowned personalities	Effective Written Communication	CO4	

10. Beyond Syllabus Activities for Gap Mitigation

No.		Activities	Details – no of attendees, guest, feedback, mark sheet, report
1	Interaction with Outside World	Guest Lecture / Workshops	7 th Week
2	Test and Assessments	Class Tests – (other than IA)	6 th week
3		Pop Quiz	9 th Week
4		Open Book Test	3 rd Week
5		Take Home Test	14 th Week
6	Collaborative and Group Activity	Students Debates	
7		Panel Discussion / Mock GD	
8		Mock Interview	
9	Co-curricular Courses	Videos	
10		Room 101 Competition	

*** Do not delete any activity. Give details for planned events. Write 'NA' for activity Not Planned.**

Consolidated Academic Administration Plan Prepared by (mention all theory teaching faculty names with signature)

Rumeli Sharma

Snehaprabha Katti

Lakshmi Pillai

Faculty 1 Name (Sign.)
Name (Sign.)

Faculty 2 Name (Sign.)

Faculty 3

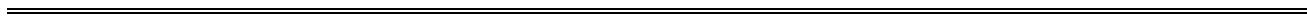
External Industry Mentor (Sign.)
Mentor (Sign.)

External Academic

Sandip Kahandekar

VSIT Cluster Mentor Name (Sign.)
(Sign.)

Head of Dept.



Version 2018-2

The academic resources available in VSIT –

VMIS (ERP)	V-Refer and V-Live	VSIT Library	VAC & MOOC Courses
Institute & Department Vision and Mission	Former IA question papers and solutions (prepared by faculty)	Former IA question papers solutions - hardcopy	Value Added Courses (VAC) are conducted throughout the semester & in the semester break - Enrol for the VACs
Program Educational Objectives (PEO)	MU end semester examination question papers and solutions (prepared by faculty)	MU end semester exam question paper & solutions - by faculty, hardcopy	
Program Specific Outcome (PSO)	Class notes and Digital Content for the subject (scanned / typed by faculty)	All text books, reference books, e -books mentioned in the syllabus & AAP	Online courses from NPTEL, Coursera etc. are pursued throughout the semester - Register for the course & get certified
Program Outcome (PO)	Comprehensive question bank, EQ, GQ, PPT, Class Test papers	Technical journals and magazines for reference	
Departmental Knowledge Map	Academic Administration Plan & Beyond Syllabus Activity report	VSIT library is member of IIT Bombay Library	Watch former lectures captured in LMS at VSIT

1.a Course Objectives (write in detail – follow NBA guideline in this regard)

Cognitive	What do you want students to know?	A thorough understanding of the principles of economics in application to individual decision makers, both consumers and firms. study demand, supply and equilibrium in goods and factor markets,
Affective	What do you want students to think / care about?	Study, how people get the things they want and need and how these things are distributed. To understand these concepts from a wide variety of angles.
Behavioural	What do you want students to be able to do?	Students should interact in markets: how your decision to pay higher-than-average rent will ultimately affect your neighbour, for example, by marginally bringing his rent up, too.

1.b Course Outcome (CO) Statements and Module-Wise Mapping (follow NBA guideline)

CO No.	Statements	Related Module/s
CO1	Understand how households (demand) and businesses (supply) interact in various market structures to determine price and quantity of a good produced.	I
CO2	Understand how changes in the price of a good affect total revenue and total expenditure depending on the price elasticity of demand for the good.	II
CO3	Understand the links between production costs and the economic models of supply.	III
CO4	Apply economic reasoning to individual and firm behavior in different market structures.	IV
CO5	Understand the major pricing technique in different market structures and the implications.	V

1.c Mapping of COs with POs (mark S: Strong, M: Moderate, W: Weak, Dash '-': not mapped)

	PO 1	PO 2	PO 3	PO 4	PO 5	PO 6	PO 7	PO 8	PO 9	PO 10	PO 11	PO 12
CO 1												
CO 2												
CO 3												
CO 4												
CO 5												

1.d Mapping of COs with PSOs (mark S: Strong, M: Moderate, W: Weak, Dash '-': not mapped)

	PSO 1	PSO 2	PSO 3	PSO 4
CO 1				
CO 2				
CO 3				
CO 4				
CO 5				

1.e Teaching and Examination Scheme (As specified by the University) for the Course

Categories	Mathematics	Computing / IT / Electronics	Humanities & Soft Skill	Social Sciences	Commerce	Management	Multidisciplinary
Tick suitable category							√

Subject Code	Subject Name	Teaching Scheme			Credits Assigned			
		Theory	Practical	Tutorial	Theory	TW/Practical	Tutorial	Total
		√						

Subject Code	Subject Name	Examination Scheme							
		Theory Marks IA Test			End Sem. Exam Marks	TW	Practical	Oral	Total
		IA 1	IA 2	Average of IA1 and IA2					
		25			75				100

1.f Faculty-Wise Distribution of all Lecture-Practical-Tutorial Hours for the Course

Divisions	Lecture (Hrs.)	Practical (Hrs.)				Tutorial (Hrs.)			
		Batch 1	Batch 2	Batch 3	Batch 4	Batch 1	Batch 2	Batch 3	Batch 4
A	3.33								
B									

C									
D									
E									
F									

1.g Office Hours (Faculty will be available in office in this duration for solving students' query)

Division	Day	Time (at least 1 Hr. / Division)	Venue (Office Room No.)
A	Tuesday	12.30pm- 1.30 pm	Reading Room
B	Thursday	12.30pm- 1.30 pm	Reading Room
C	Saturday	12.30pm- 1.30 pm	Reading Room

2.a Syllabus : Module Wise Teaching Hours and % Weightage in University Question Paper

Module No.	Module Title and Brief Details	Teaching Hrs. for each module	% Weightage in University Question Papers
1	Introduction	8.34	16.67%
2	Demand Analysis	8.34	16.67%
3	Supply and Production Decisions and Cost of Production	12.5	25%
4	Market structure: Perfect competition and Monopoly and Pricing and Output Decisions under Imperfect Competition	12.5	25%
5	Pricing Practices	8.34	16.67%
* Insert rows for more modules in the Course		Total	50 hrs
			100%

2.b Prerequisite Courses

No.	Semester	Name of the Course	Topic/s
1	12th	Economics	
2			
3			

2.c Relevance to Future Courses

No.	Semester	Name of the Course

1	III	Macroeconomics (Business Economics-II)
2		
3		

2.d Real Life Application Mapping – Mention Application from Very Common Day to Day Life

No.	Real Life Application Mapping with the Course
1	Make choice between various wants with limited budget
2	How a local business decides to allocate their funds
3	

3. Past Results – Division-Wise and Topic-Wise Result Based Analysis

Details	Target – Dec 2018	Dec 2017	Dec 2016	Dec2015
Course Passing % – Average of 3 Divisions	95%	89.90%	88.83%	
Marks Obtained by Course Topper (mark/100)		95	86	

Year	Division A		Division B		Division C	
	Initials of Teacher	% Result	Initials of Teacher	% Result	Initials of Teacher	% Result
Dec 2019					SGN	89.3%
Dec 2018	AYM	98.5%	AYM	88%	AYM	75%
Dec 2017	SBG	100%	SGN	83.3%	SGN	86.36%

Topics which affect results negatively	Module Number	Recommendations to overcome these issues & improve result in future
Market Structure	IV	Ask students to practice the diagrams with logic
Pricing	V	Spend enough time to this session as it comes towards the end of the syllabus

4 All the Learning Resources – Books and E-Resources

4.a List of Text Books (T – Symbol for Text Books) to be Referred by Students

Sr. No	Text Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Managerial Economics – Analysis, Problem and Cases	Mehta, P.L.	(S. Chand & Sons, N. Delhi,		All
2	Principles of Microeconomics	H.L Ahuja	S. Chand & Sons, N. Delhi		All

3					
4					
5					
6					

4.b List of Reference Books (R – Symbol for Reference Books) to be Referred by Students

Sr. No	Reference Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Principles of Economics	Gregory Mankiw	Thomson South western		
2	Principles of Economics	Frank Robert.H, Bernanke. Ben S.,	(Tata McGraw Hill	Ed. 3	All
3					
4					
5					
6					

4.c List of E - Books (E – Symbol for E-Books) to be Referred by Students

Sr. No	E- Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Microeconomics Theory And Applications	Ghai and Gupta	Sarup and Sons		III, IV
2					
3					
4					

4.d Web Links and Names of Magazines, Journals, E-journals – [VIT is member of IIT Bombay Library]

Refer online journals subscribed in VIT library. You can also access IIT Bombay online library for journals from IITB campus.

Sr. No	Web-Links and Names of Journals and E-Journals Recommended to Students for this Course	Web-Links and Names of Magazines Recommended to Students for this Course	Module Nos.
1	American Economic Journal: Microeconomics - Issues https://www.aeaweb.org/journals/micro/issues	https://www.economist.com/blogs/freeexchange/2012/10/microeconomics	
2	Studies in Microeconomics http://journals.sagepub.com/home/mic	Business Week	

3			
4			
5			
6			

4.e Module Best Available in - Tick the best resource [from 4.a to 4.d in this AAP] & give details

Module No.	Category (Please Tick Mark) - √						Available In VIT Library?		Details of the Resource (i.e. Name, Chapter & Page No., etc.)
	Book			Maga-zine	Journals		Y	N	
	Text	Reference	E-Book		Regular	E-Journal			
1	√	√					√		Principles of Economics, Gregory Mankiw
2	√	√					√		Principles of Economics, H. L Ahuja
3	√	√							Principles of Economics, Gregory Mankiw
4	√	√							Principles of Economics, H. L Ahuja
5	√	√							Principles of Economics, H. L Ahuja
6									
7									
8									
9									
10									

4.f Web Links for Online Notes/YouTube/VIT Digital Content/VIT Lecture Capture/NPTEL Videos

Students can view lectures by VIT professors, captured through LMS 'Lecture Capture' in VIT campus for previous years.

No.	Websites / Links	Module Nos.
1	http://nptel.ac.in/courses/109104125/	All
2		
3		
4		
5		
6		
7		

8		
9		
10		

4.g Recommended MOOC Courses like Coursera / NPTEL / MIT-OCW / edX etc.

Sr. No.	MOOC Course Link	Course conducted by – Person / University / Institute / Industry	Course Duration	Certificate (Y / N)
1	AN INTRODUCTION TO MICROECONOMICS	Created by Vimal Kumar Indian Institute of Technology - Kanpur	30 hours	Yes

4.h Recommended Value Added Courses (VAC)

Sr. No.	Name of the Value Added Course	Conducted by – Person / Institute / Industry	Course Duration	Certificate (Y / N)
1				

4.i Study Material Distributed among Students

Tick if distributed among students					
GQ	Notes	Digital Content	PPT	EQ (updated till the Last Exam)	Other (Write Details)
v	<input type="checkbox"/> v	<input type="checkbox"/> v	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	

5. Consolidated Course Lesson Plan

	From (date/month/year)	From (date/month/year)	Total Number of Weeks
Semester Duration			

Week	Lecture no.	Module No.	Lecture Topics / IA 1 and IA 2 / BSA planned to be covered	Actual date of Completion	COs	Recommended Prior Viewing / Reading	
						Lecture No. (on LMS)	Chapter No. / Page Nos. / Books/ Web Site
1	1		Introduction of Microeconomics) Concept of Scarcity, (b) Choice and				

	2		Efficiency (with Reference to PPC)				
	3		Basic Tools in Economic Analysis: i. Equations, ii. Functions, iii. Identities, iv. Slope v. . Scatter Diagrams Time Series, vii. Cross Section Data				
	4						
2	5		Utility- Cardinal and Ordinal Approach, Indifference curve Total, Average and Marginal Analysis – Decision Making				
	6						
	7		Summary and Discussion				
	8		Introduction to Demand and Supply Analysis				
3	9		Demand Function and Determinants of Demand Supply Function and Determinants of Supply				
	10						
	11		Determination of Equilibrium Price in an Open Market, Case 1 : Change in Demand and Supply Concept and Importance of Elasticity of Demand: Price, Income, Cross and Promotional				
	12						
4	13		Concept and Importance of Elasticity of Demand: Price, Income, Cross and Promotional Consumer's Surplus				
	14						
	15		Demand Estimation				
	16		Demand Forecasting: Meaning, Significance				
5	17		Methods of demand forecasting				
	18		Demand Estimation and Forecasting Case Study				

	19		Summary and Discussion				
	20		Production Function: Short Run and Long Run				
6	21		Short Run- Law of Diminishing Returns/ Law of Variable Proportions				
	22						
6	23		Long Run- Marginal Product , Isoquants Least cost combination of Inputs – Producer's Equilibrium				
	24						
7	25		Ridge Lines- economic region of Production				
	26		Returns to scale				
	27	III	Economies of Scale				
	28		Cost of Production – Types of cost				
8	29		Short run costs curves				
	30		Long run cost curves				
	31		Cost-Output Relationship- Learning Curve				
	32		Producer's Surplus				
9	33		Revenue Analysis				
	34		Revenue Analysis				
	35		Breakeven Analysis				
	36		Breakeven Analysis- Case Study				
10	37		Summary and Discussion				

	38		Introduction to Types of Markets, Firm vs Industry				
	39	IV	Profit Maximisation under Perfect Competition				
	40		Long run under Perfect Competition				
	41		Profit Maximisation under Monopoly				
	42		Long run under Monopoly				
11	43		Short run and Long run under Monopolistic Competition				
	44		Short run and Long run under Monopolistic Competition				
	45		Role of Advertising- Discussion				
12	46		Case Study				
	47		Oligopoly				
	48		Kinked Demand Curve				
	49		Collusive Oligopolies- Types, Cartel Formation				
13	50		Price Leadership				
	51		Case Study				
	52		Summary and Discussion				
	53		Price Discrimination				
14	54		Dumping – A case of Price Discrimination				
	55		Marginal Cost Pricing				
	56		Cost plus Pricing or Mark-up Pricing				
	57		Transfer Pricing				
15	57		Transfer Pricing				

	58		Case Study				
	59		Summary and Discussion				
	60		Revision				
16							

6. Rubric for Grading and Marking of Term Work (inform students at the beginning of semester)

Lecture + Practical (% Attendance) & Marks	Assignments	Tutorial	Lab / Practical Performance	Lab Journal Assessment	Class Tests (Other than IA)	Other (1) specify	Other (2) specify	Total
	2.5				2.5			5

7. Assignments / Tutorials Details (must attach print out of all questions together with AAP)

Assignment No.	Title of the Assignments / Tutorials	CO Map	Assignments given to Students on	Date of Submission
1	ASSIGNMENT 1	1		
2				
3				
4				
5				

6				
7				
8				
9				
10				

Analysis of Assignment / Tutorial Questions and Related Resources

Assignment No.	Week No.	Type* (√)			Module No.	Based on #			Question Type (√)	
		R	UQ	OBT		Text Book	Reference Book	Other Learning Resource	MU EQ	Thought Provoking
1	3rd								√	
2	8th								√	
3	12th								√	
4										
5										
6										
7										
8										
9										
10										

* Tick (√) the Type of the Assignment: Regular (R); Unannounced Quiz (UQ) ; Open Book Test for TY/SY/MASTERS (OBT)

Write number for Text book, reference book, other learning resource from this AAP – from Points 4.a to 4.d

8. Internal Assessment / Other Class Test / Open Book Test (OBT)/Take Home Test (THT) Details

Tests	Test Dates	Module No.	CO Map	IA Question Paper Pattern	Policy
1 st IA Test				Q1 – MCQ - 10 Marks Q2 – 1 numerical 5 Marks Q3 – 1 numerical 5 Marks 20 marks each for IA 1 & 2	No IA Re-test
2 nd IA Test					IA is a Head of passing *

Pop Quiz					
Open Book Test					
Take Home Test					
Class tests / prelims					
Class tests / prelims					
Any other test/exams					

*** IA failures will have to appear for re-test in next semester**

9.a Practical Activities – Regular Experiments

Practical No.	Module No.	Title of the Regular Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1					
2					
3					
4					
5					
6					
7					
8					
9					
10					

9.b Practical Activities – Newly Added Experiments

Practical No.	Module No.	Title of the Newly Added Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate

					(0 to 4)
1					
2					

9.c Practical Activities – PBL Experiments

Practical No.	Module No.	Title of the PBL Experiments	Concepts to be highlighted	CO Map	Audit / Quality (0 to 4)
1					
2					

10. Beyond Syllabus Activities for Gap Mitigation

No.	Type of the Activity	Activities	Details – no of attendees, guest, feedback, mark sheet, report
1	Interaction with Outside World	Guest Lecture / Workshops	
2		Industrial Visit	
3	Test and Assessments	Class Tests – (other than IA)	YES
4		Mini Projects	YES
5		Pop Quiz	YES
6		Mobile App Based Quiz	YES
7		Open Book Test	YES
8		Take Home Test	YES
9	Collaborative and Group Activity	Poster Presentation	
10		Minute Papers	
11		Students Seminar	
12		Students Debates	
13		Panel Discussion / Mock GD	
14		Mock Interview	
15	Co-curricular Courses	MOOC-NPTEL/Coursera Videos	
16		Value Added Courses	
17		Lecture Capture Usage	

*** Do not delete any activity. Give details for planned events. Write 'NA' for activity Not Planned.**

Consolidated Academic Administration Plan Prepared by (mention all theory teaching faculty names with signature)

Faculty 1 Name (Sign.)

Faculty 2 Name (Sign.)

Faculty 3 Name (Sign.)

External Industry Mentor (Sign.)

External Academic Mentor (Sign.)

VSIT Cluster Mentor Name (Sign.)

Head of Dept. (Sign.)

The academic resources available in VSIT –

VMIS (ERP)	V-Refer and V-Live	VSIT Library	VAC & MOOC Courses
Institute & Department Vision and Mission	Former IA question papers and solutions (prepared by faculty)	Former IA question papers solutions - hardcopy	Value Added Courses (VAC) are conducted throughout the semester & in the semester break - Enrol for the VACs
Program Educational Objectives (PEO)	MU end semester examination question papers and solutions (prepared by faculty)	MU end semester exam question paper & solutions - by faculty, hardcopy	
Program Specific Outcome (PSO)	Class notes and Digital Content for the subject (scanned / typed by faculty)	All text books, reference books, e -books mentioned in the syllabus & AAP	Online courses from NPTEL, Coursera etc. are pursued throughout the semester - Register for the course & get certified
Program Outcome (PO)	Comprehensive question bank, EQ, GQ, PPT, Class Test papers	Technical journals and magazines for reference	
Departmental Knowledge Map	Academic Administration Plan & Beyond Syllabus Activity report	VSIT library is member of IIT Bombay Library	Watch former lectures captured in LMS at VSIT

1.a Course Objectives (write in detail – follow NBA guideline in this regard)

Cognitive	What do you want students to know?	To understand Fundamentals of Finance, also know about various sources and applications of finance
Affective	What do you want students to think / care about?	To think on concepts of valuation. To know about factors responsible for change in time value of money.
Behavioural	What do you want students to be able to do?	To solve practical problems based on Cost of Capital. To analyse the impact of various Leverages on Capital Structure of a Company

1.b Course Outcome (CO) Statements and Module-Wise Mapping (follow NBA guideline)

CO No.	Statements	Related Module/s
CO1	To understand fundamentals of finance	Unit 1
CO2	To make students comfortable with concepts of valuation and Time Value of Money	Unit 2
CO3	To provide an insight on Leverages	Unit 3
CO4	To make them familiar with types of financing	Unit 4
CO5	To solve practical problems based on Cost of Capital	Unit 5

1.c Mapping of COs with POs (mark S: Strong, M: Moderate, W: Weak, Dash '-': not mapped)

	PO 1	PO 2	PO 3	PO 4	PO 5	PO 6	PO 7	PO 8	PO 9	PO 10	PO 11	PO 12
CO 1	S	S	M									
CO 2	S	S	M									
CO 3	M	S	S									
CO 4	M	M	S									

CO 5	W	W	S								
------	---	---	---	--	--	--	--	--	--	--	--

1.d Mapping of COs with PSOs (mark S: Strong, M: Moderate, W: Weak, Dash '-':not mapped)

	PSO 1	PSO 2	PSO 3	PSO 4
CO 1	S	S	S	W
CO 2	S	S	S	W
CO 3	S	S	S	W
CO 4	S	S	S	W
CO 5	S	S	S	W

1.e Teaching and Examination Scheme (As specified by the University) for the Course

Categories	Mathematics	Computing / IT / Electronics	Humanities & Soft Skill	Social Sciences	Commerce	Management	Multidisciplinary
Tick suitable category					✓		

Subject Code	Subject Name	Teaching Scheme			Credits Assigned			
		Theory	Practical	Tutorial	Theory	TW/Practical	Tutorial	Total
USBAF 105	Introduction to Financial Management I	75	--	--	--	--	--	3

Subject Code	Subject Name	Examination Scheme							
		Theory Marks IA Test			End Sem. Exam Marks	TW	Practical	Oral	Total
		IA 1	IA 2	Sum of IA1 and IA2					
USBAF 105	Introduction to Financial Management I	20	05	25	75	--	--	--	100

1.f Faculty-Wise Distribution of all Lecture-Practical-Tutorial Hours for the Course

Divisions	Lecture (Hrs.)	Practical (Hrs.)				Tutorial (Hrs.)			
		Batch 1	Batch 2	Batch 3	Batch 4	Batch 1	Batch 2	Batch 3	Batch 4
A	3	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.
B	3	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.
C	3	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.

1.g Office Hours (Faculty will be available in office in this duration for solving students' query)

Division	Day	Time (at least 1 Hr. / Division)	Venue (Office Room No.)

A	Tuesday	12:30p.m. to 1:30p.m	X-011
B	Wednesday	12:30p.m. to 1:30p.m	X-011
C	Thursday	12:30p.m. to 1:30p.m	X-011

2.a Syllabus: Module Wise Teaching Hours and % Weightage in University Question Paper

Module No.	Module Title and Brief Details	Teaching Hrs. for each module	% Weightage in University Question Papers
1	Introduction to Financial Management	8	20
2	Concepts in Valuation	10	20
3	Leverage	10	20
4	Types of Financing	10	20
5	Cost of Capital	12	20
* Insert rows for more modules in the Course Total		50 hrs	100

2.b Prerequisite Courses

No.	Semester	Name of the Course	Topic/s
1	-	-	-

2.c Relevance to Future Courses

No.	Semester	Name of the Course
1	V	Financial Management II
2	VI	Financial Management III

2.d Real Life Application Mapping – Mention Application from Very Common Day to Day Life

No.	Real Life Application Mapping with the Course
1	Applying various valuation concepts
2	Calculating present and future values for personal finance
3	Use of weighted average cost of capital of a firm

3. Past Results – Division-Wise and Topic-Wise Result Based Analysis

Details	Target - Nov 2020	Nov 2019	Nov 2018	Nov 2017
Course Passing % – Average of 3 Divisions	100%	95.96%	94%	92%
Marks Obtained by Course Topper (mark/75)	72	72(Hemang)	67(Amar)	62(Nutan)

Year	Division A		Division B		Division C	
	Initials of Teacher	% Result	Initials of Teacher	% Result	Initials of Teacher	% Result
Nov 2019	AJP	100	AJP	94.03	AJP	93.85
Nov 2018	AJP	95	AJP	93	AJP	94

Topics which affect results negatively	Module Number	Recommendations to overcome these issues & improve result in future
Annuity, WACC	2,5	More sums for practice

4 All the Learning Resources – Books and E-Resources

4.a List of Text Books (T – Symbol for Text Books) to be Referred by Students

Sr. No	Text Book Titles	Author/s	Publisher	Edition	Module Nos.
1					
2					
3					

4.b List of Reference Books (R – Symbol for Reference Books) to be Referred by Students

Sr. No	Reference Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Fundamentals of Financial Management	D. Chandra Bose	PHI Learning Pvt. Ltd		1-5
2	Fundamentals of Financial Management	Vyuptakesh Sharma	Pearson Education		1-5
3	Financial Management	I.M Pandey	Vikas	11 th	1-5
4	Financial Management: Text and Problems	M.Y. Khan and P.K. Jain	Tata McGraw Hill		1-5

4.c List of E - Books (E – Symbol for E-Books) to be Referred by Students

Sr. No	E- Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Financial Management	C.Paramasivan&T.Subramanian	New Age International Publishers	I	All
2	Financial Management	UTS Global, Bavdhan	UTS	I	All

4.d Web Links and Names of Magazines, Journals, E-journals

Refer online journals subscribed in VIT library. You can also access IIT Bombay online library for journals from IITB campus.

Sr. No.	Web-Links and Names of Journals and E-Journals Recommended to Students for this Course	Web-Links and Names of Magazines Recommended to Students for this Course	Module Nos.
1	http://www.ebooks-for-all.com/		

4.e Module Best Available in - Tick the best resource [from 4.a to 4.d in this AAP] & give details

Module No.	Category (Please Tick Mark) - √						Available In VSIT Library?		Details of the Resource (i.e. Name, Chapter & Page No., etc.)
	Book			Maga-zine	Journals		Y	N	
	Text	Reference	E-Book		Regular	E-Journal			
1			✓						
2		✓							
3		✓							
4			✓						
5		✓							

4.f Web Links for Online Notes/YouTube/VSIT Digital Content/VIT Lecture Capture/NPTEL Videos

Students can view lectures by VSIT professors, captured through LMS 'Lecture Capture' in VIT campus for previous years.

No.	Websites / Links	Module Nos.
1	Digital Content (live.vsit.edu.in/vrefer)	1-5

4.g Recommended MOOC Courses like Coursera / NPTEL / MIT-OCW / edX etc.

Sr. No.	MOOC Course Link	Course conducted by – Person / University / Institute / Industry	Course Duration	Certificate (Y / N)
1	http://spoken-tutorial.org/	Spoken Tutorial on Introduction to Computers, Libre Office Writer, Calc and Impress	2 hrs each	Y

4.h Recommended Value Added Courses (VAC)

Sr. No.	Name of the Value Added Course	Conducted by – Person / Institute / Industry	Course Duration	Certificate (Y / N)
1				

4.i Study Material Distributed among Students

Tick if distributed among students					
GQ	Notes	Digital Content	PPT	EQ (updated till the Last Exam)	Other (Write Details)
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

5. Consolidated Course Lesson Plan

	From (date/month/year)	To (date/month/year)	Total Number of Weeks
Semester Duration	14/09/2020		15

Week	Lecture no.	Module No.	Lecture Topics / IA 1 and IA 2 / BSA planned to be covered	Actual date of Completion	COs	Recommended Prior Viewing / Reading	
						Lecture No. (on LMS)	Chapter No. / Page Nos./ Books/ Web Site
1	1	1	Introduction to Subject and discussion		CO1		
	2	1	Meaning and Importance		CO1		
	3	1	Scope of Financial Management		CO1		
2	4	1	Types of Finance		CO1		
	5	1	Objectives of Financial Management	Assignment 1 Allocation	CO1		
	6	1	Qualities of a Finance Manager	IEF	CO1		
3	7	1	Functions of Finance		CO1		
	8	1	Role of Finance Manager	CAT – Quiz 1	CO1		
	9	2	Introduction to Time Value of Money		CO2		
4	10	2	Present Value		CO2		

	11	2	Future Value	Assignment 1 Submission	CO2		
	12	2	Internal Rate of Return		CO2		
	13	2	Bonds Return		CO2		
5	14	2	Returns from Stock	Assignment 2 Allocation	CO2		
	15	2	Rule of 69		CO2		
	16	2	Rule of 72		CO2		
6	17	2	Annuity	CAT – One Minute Paper	CO2		
	18	2	Techniques of Discounting and Compounding		CO2		
	19	3	Introduction to Leverages		CO3		
7	20	3	EBIT and EPS analysis	Assignment 2 Submission	CO3		
	21	3	Types of Leverages		CO3		
	22	3	Operating Leverage		CO3		
8	23	3	Sums on Operating Leverage	Assignment 3 Allocation	CO3		
	24	3	Financial Leverage		CO3		
	25	3	Sums on Financial Leverage	CAT – Quiz 2	CO3		
9	26	3	Composite Leverage		CO3		

	27	3	Sums on Composite Leverage		CO3		
10	28	3	Open Book Test	OBT	CO3		
	29	4	Introduction to Unit 4	Assignment 3 Submission	CO4		
	30	4	Need for Finance		CO4		
11	31	4	Types of Finance		CO4		
	32	4	Short Term Finance	Assignment 4 Allocation	CO4		
	33	4	Short Term Finance		CO4		
12	34	4	Medium Term Finance	CAT – Quiz 3	CO4		
	35	4	Medium Term Finance		CO4		
	36	4	Long Term Finance – ESC, PSC		CO4		
13	37	4	Long Term Finance – Debentures, Bonds		CO4		
	38	4	Long Term Finance	Assignment 4 Submission	CO4		
	39	5	Intro to Unit 5		CO5		
14	40	5	Importance of Cost of Capital		CO5		
	41	5	Cost of Debentures	Assignment 5 Allocation	CO5		
	42	5	Cost of Debentures		CO5		
15	43	5	Cost of Debentures	CAT – One Minute Paper	CO5		

	44	5	Cost of Preference Shares		CO5		
	45	5	Cost of Preference Shares		CO5		
16	46	5	Cost of Equity Shares		CO5		
	47	5	Cost of Equity Shares	Assignment 5 Submission	CO5		
	48	5	Cost of Equity Shares		CO5		
17	49	5	WACC Practical Sums	CAT – Quiz 4	CO5		
	50	5	WACC Practical Sums		CO5		

6. Rubric for Grading and Marking of Term Work (inform students at the beginning of semester)

Lecture + Practical (% Attendance) & Marks	Assignments	Tutorial	Lab / Practical Performance	Lab Journal Assessment	Class Tests (Other than IA)	Internal Assessment	Other (2) specifying	Total
05						20		25

7. Assignments / Tutorials Details (must attach print out of all questions together with AAP)

Assignment No.	Title of the Assignments / Tutorials	CO Map	Assignments given to Students on	Date of Submission
1	Assignment 1	CO1	2 nd week	4 th week
2	Assignment 2	CO2	5 th week	7 th week
3	Assignment 3	CO3	8 th week	10 th week
4	Assignment 4	CO4	11 th week	13 th week

5	Assignment 5	CO5	14 th week	15 th week
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Analysis of Assignment / Tutorial Questions and Related Resources

Assignment No.	Week No.	Type* (✓)			Module No.	Based on #			Question Type (✓)	
		R	UQ	OBT		Text Book	Reference Book	Other Learning Resource	MU EQ	Thought Provoking
1	2	✓			1		✓		✓	
2	5	✓			2		✓		✓	
3	6	✓			3		✓		✓	
4	8	✓			4		✓		✓	
5	10	✓			5		✓		✓	

* Tick (✓) the Type of the Assignment: Regular (R); Unannounced Quiz (UQ) ; Open Book Test for TY/SY/MASTERS (OBT)

Write number for Text book, reference book, other learning resource from this AAP – from Points 4.a to 4.d

8.

Internal Assessment / Other Class Test / Open Book Test (OBT)/Take Home Test (THT) Details

Tests	Test Dates	Module No.	CO Map	IA Question Paper Pattern	Policy
1 st IA Test	August 2019	1&2	CO1&CO2	Q1 – MCQ - 10 Marks Q2 – 1 numerical 5 Marks Q3 – 1 numerical 5 Marks 20 marks each for IA 1 & 2	No IA Re-test
2nd IA Test					IA is a Head of passing *
Quiz	3 rd week, 9 th week 12 th week 17 th week	1 2 3 4	CO1 CO2 CO3 CO4		
One Minute Paper	6 th week 15 th week	4 5	CO4 CO5		
Open book Test	10 th week	3	CO3		
Class tests / prelims					
Class tests / prelims					
Any other test/exams					

* IA failures will have to appear for re-test in next semester

9.a

Practical Activities – Regular Experiments

Practical No.	Module No.	Title of the Regular Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1					
2					
3					
4					
5					
6					
7					
8					

9.b Practical Activities – Newly Added Experiments

Practical No.	Module No.	Title of the Newly Added Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1					
2					

9.c Practical Activities – PBL Experiments

Practical No.	Module No.	Title of the PBL Experiments	Concepts to be highlighted	CO Map	Audit / Quality (0 to 4)
1					
2					

10. Beyond Syllabus Activities for Gap Mitigation

No.	Type of the Activity	Activities	Details – no of attendees, guest, feedback, mark sheet, report
1	Interaction with Outside World	Guest Lecture / Workshops	
2		Industrial Visit	
3	Test and Assessments	Class Tests – (other than IA)	Yes (1 in each unit)
4		Mini Projects	
5		Pop Quiz	
6		Mobile App Based Quiz	✓
7		Open Book Test	✓
8		Take Home Test	
9	Collaborative and Group Activity	Poster Presentation	
10		Minute Papers	✓
11		Students Seminar	
12		Students Debates	
13		Panel Discussion / Mock GD	✓
14		Mock Interview	
15	Co-curricular Courses	MOOC-NPTEL/Coursera Videos	✓
16		Value Added Courses	
17		Lecture Capture Usage	

*** Do not delete any activity. Give details for planned events. Write 'NA' for activity Not Planned.**

Consolidated Academic Administration Plan Prepared by (mention all theory teaching faculty names with signature)

Faculty 1 Name (Sign.)

Mr. Ajay Poojary

External Industry Mentor (Sign.)

External Academic Mentor (Sign.)

VSIT Cluster Mentor Name (Sign.)

Head of Dept. (Sign.)

The academic resources available in VSIT –

VMIS (ERP)	V-Refer and V-Live	VSIT Library	VAC & MOOC Courses
Institute & Department Vision and Mission	Former IA question papers and solutions (prepared by faculty)	Former IA question papers solutions - hardcopy	Value Added Courses (VAC) are conducted throughout the semester & in the semester break - Enrol for the VACs
Program Educational Objectives (PEO)	MU end semester examination question papers and solutions (prepared by faculty)	MU end semester exam question paper & solutions - by faculty, hardcopy	
Program Specific Outcome (PSO)	Class notes and Digital Content for the subject (scanned / typed by faculty)	All text books, reference books, e -books mentioned in the syllabus & AAP	Online courses from NPTEL, Coursera etc. are pursued throughout the semester - Register for the course & get certified
Program Outcome (PO)	Comprehensive question bank, EQ, GQ, PPT, Class Test papers	Technical journals and magazines for reference	
Departmental Knowledge Map	Academic Administration Plan & Beyond Syllabus Activity report	VSIT library is member of IIT Bombay Library	Watch former lectures captured in LMS at VSIT

1.a Course Objectives (write in detail – follow NBA guideline in this regard)

Cognitive	What do you want students to know?	The students should be able to prepare financial statements in accordance to financial standards.
Affective	What do you want students to think / care about?	The students should be able to value stock, do accounting of Hire Purchase, and recognise capital ,revenue and differed revenue expenditure and capital and revenue receipts
Behavioural	What do you want students to be able to do?	The students should be able to experience do financial analysis and decision making.

1.b Course Outcome (CO) Statements and Module-Wise Mapping (follow NBA guideline)

CO No.	Statements	Related Module/s
CO1	To Know the Basic Accounting Standard such as AS1, AS2, AS9 and its implication .	Unit 1
CO2	To understand and prepare manufacturing Company final Accounts and	Unit 2
CO3	To classify the capital and Revenue Expenditure and Receipts on the basis of Accounting standards.	Unit 2
CO4	To be aware of departmental Accounting and its practical implication	Unit 3
CO5	To practically know the different method of Hire Purchase Accounting	Unit 4

1.c Mapping of COs with POs (mark S: Strong, M: Moderate, W: Weak, Dash '-': not mapped)

	PO 1	PO 2	PO 3	PO 4	PO 5	PO 6	PO 7	PO 8	PO 9	PO 10	PO 11	PO 12
CO 1												
CO 2												
CO 3												
CO 4												

CO 5												
------	--	--	--	--	--	--	--	--	--	--	--	--

1.d Mapping of COs with PSOs (mark S: Strong, M: Moderate, W: Weak, Dash '-':not mapped)

	PSO 1	PSO 2	PSO 3	PSO 4
CO 1				
CO 2				
CO 3				
CO 4				
CO 5				

1.e Teaching and Examination Scheme (As specified by the University) for the Course

Categories	Mathematics	Computing / IT / Electronics	Humanities & Soft Skill	Social Sciences	Commerce	Management	Multidisciplinary
Tick suitable category					✓		

Subject Code	Subject Name	Teaching Scheme			Credits Assigned			
		Theory	Practical	Tutorial	Theory	TW/Practical	Tutorial	Total
1.1	Financial Accounting	75	--	--	3	-	--	3

Subject Code	Subject Name	Examination Scheme							
		Theory Marks IA Test			End Sem. Exam Marks	TW	Practical	Oral	Total
		IA 1	IA 2	Sum of IA1 and IA2					
1.1	Financial Accounting	20	05	25	75	--	--	--	75

1.f Faculty-Wise Distribution of all Lecture-Practical-Tutorial Hours for the Course

Divisions	Lecture (Hrs.)	Practical (Hrs.)				Tutorial (Hrs.)			
		Batch 1	Batch 2	Batch 3	Batch 4	Batch 1	Batch 2	Batch 3	Batch 4
A	3.33	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.
B	3.33	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.
C	3.33	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.

1.g Office Hours (Faculty will be available in office in this duration for solving students' query)

Division	Day	Time (at least 1 Hr. / Division)	Venue (Office Room No.)
A	Friday	12.30 to 1.30	X011
B	Saturday	12.30 to 1.30	X011
C	Monday	12.30 to 1.30	X011

2.a Syllabus: Module Wise Teaching Hours and % Weightage in University Question Paper

Module No.	Module Title and Brief Details	Teaching Hrs. for each module	% Weightage in University Question Papers
1	Accounting standards issued by ICAI and Inventory valuation Accounting Standards	12.5%	25%
2	Final Accounts	12.5%	25%
3	Departmental Accounts	12.5%	25%
4	Accounting for Hire Purchase	12.5%	25%
* Insert rows for more modules in the Course		Total	50 hrs
			100

2.b Prerequisite Courses

No.	Semester	Name of the Course	Topic/s
1	FYJC -Commerce	Book Keeping Accountancy	Journal Entry/ Depreciation
2	SYJC -Commerce	Book Keeping Accountancy	Final Accounts

2.c Relevance to Future Courses

No.	Semester	Name of the Course
1	1 and 2	MCom
2	2	MBA

2.d Real Life Application Mapping – Mention Application from Very Common Day to Day Life

No.	Real Life Application Mapping with the Course
1	Students will be able to prepare themselves for all the Financial Accounting subjects and costing subject in the

	next years of BAF

3. Past Results – Division-Wise and Topic-Wise Result Based Analysis

Details	Target - 2019	Dec 2018	Nov 2017	Nov 2016
Course Passing % – Average of 3 Divisions	100%	97.01%	98.99%	94.42%
Marks Obtained by Course Topper (mark/100)		95	99	95

Year	Division A		Division B		Division C	
	Initials of Teacher	% Result	Initials of Teacher	% Result	Initials of Teacher	% Result
Dec 2018	SSK/MAA	98%	SSK/MAA	96.72%	SSK/MAA	98.38%
Dec 2017	SSK	100%	MAA	100%	MAA	98.99%
Dec 2016	MAA	97.37%	MAA	95.08%	MAA	90%

Topics which affect results negatively	Module Number	Recommendations to overcome these issues & improve result in future
Physical Stock verification	1	More practice sums taken and explanatory notes given notes given

4 All the Learning Resources – Books and E-Resources

4.a List of Text Books (T – Symbol for Text Books) to be Referred by Students

Sr. No	Text Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Introduction to Accountancy by	T.S. Grewal, S.	Chand and Company (P) Ltd., New Delhi		1-2
2	Advance Accounts	Shukla and Grewal,	S. Chand and Company (P) Ltd., New Delhi		3-4
3	Cost Accounting	Ravi M. Kishore,	Taxmann Ltd., New Delhi		1
4	Company Accounting Standards	Shrinivasan Anand,	Taxman, New Delhi		1

4.b List of Reference Books (R – Symbol for Reference Books) to be Referred by Students

Sr. No	Reference Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Advanced Financial Accounting –	Tulsian			1
2	Cost & Financial Accounting	by Ravi N. Kishor			1

3	Financial Accounting ,	I.m.Pandey,	Vikas		1-4
4	Cost & FINANCIAL Accounting	D.K.Mattal			5

4.c List of E - Books (E – Symbol for E-Books) to be Referred by Students

Sr. No	E- Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Financial Accounting	Rajeseakaran Lalitha			1-2
2	Introduction to Financial Accounting	Hordeensuuden Elliot,Hilbrick	Global Edition		3-4
3					
4					

4.d Web Links and Names of Magazines, Journals, E-journals – [VIT is member of IIT Bombay Library]

Refer online journals subscribed in VIT library. You can also access IIT Bombay online library for journals from IITB campus.

Sr. No.	Web-Links and Names of Journals and E-Journals Recommended to Students for this Course	Web-Links and Names of Magazines Recommended to Students for this Course	Module Nos.
1	Journal of Accounting and Finance		1-5
2	Chartered Accountant		1-5
3			

4.e Module Best Available in - Tick the best resource [from 4.a to 4.d in this AAP] & give details

Module No.	Category (Please Tick Mark) - √						Available In VSIT Library?		Details of the Resource (i.e. Name, Chapter & Page No., etc.)
	Book			Maga-zine	Journals		Y	N	
	Text	Reference	E-Book		Regular	E-Journal			
1	✓	✓	✓				✓		
2	✓	✓	✓				✓		
3									

4.f Web Links for Online Notes/YouTube/VSIT Digital Content/VIT Lecture Capture/NPTEL Videos

Students can view lectures by VSIT professors, captured through LMS 'Lecture Capture' in VIT campus for previous years.

No.	Websites / Links	Module Nos.
1	Digital Content (live.vsit.edu.in)	1-4
2	Online Notes and PPTs (mention web site)	1-5

3	AS 1 https://youtu.be/3TpQybZvGd8	1
4	AS 2 https://youtu.be/eS3h458vYjo	1
5	AS 9 https://youtu.be/zvEM5jisp2o	1
6	Capital revenue https://youtu.be/FcqGMwX8YUc	2
7	Final Accounts https://youtu.be/rdFZs9246PI	4

4.g**Recommended MOOC Courses like Coursera / NPTEL / MIT-OCW / edX etc.**

Sr. No.	MOOC Course Link	Course conducted by – Person / University / Institute / Industry	Course Duration	Certificate (Y / N)
1	Certified Finance Expert (CFE Program) https://www.mooc-list.com/tags/accounting	ICICI Centre for Financial Learning		Y
2	https://www.class-central.com › edX	Indian Institute of Management Bangalore edX	6weeks	Y
3	Introduction to Financial and Management Accounting	edX.org	10 weeks	Y

4.h**Recommended Value Added Courses (VAC)**

Sr. No.	Name of the Value Added Course	Conducted by – Person / Institute / Industry	Course Duration	Certificate (Y / N)
1	Introduction to Corporate Finance Course	Corporate financial Institutions	4 weeks	Y
2	Reading Financial Statement	Corporate financial Institutions	3 weeks	Y

4.i**Study Material Distributed among Students**

Tick if distributed among students					
GQ	Notes	Digital Content	PPT	EQ (updated till the Last Exam)	Other (Write Details)
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	

5. Consolidated Course Lesson Plan

	From (date/month/year)	To (date/month/year)	Total Number of Weeks
Semester Duration			15

Week	Lecture no.	Module No.	Lecture Topics / IA 1 and IA 2 / BSA planned to be covered	Actual date of Completion	COs	Recommended Prior Viewing / Reading	
						Lecture No. (on LMS)	Chapter No. / Page Nos./ Books/ Web Site
1	1	1	Syllabus Discussion & Accounting Standard basics		CO1		
	2	1	AS – 1, AS – 2, AS – 9		CO1		
	3	1	AS - 9 Practical problems		CO1		
	4	1	Inventory Valuation Basics		CO1		
	5	1	Inventory valuation – Cost of Production		CO1		
2	6	1	Inventory valuation system		CO1		
	7	1	FIFO method		CO1		
	8	1	FIFO method		CO1		
	9	1	FIFO method		CO1		
	10	1	Practical Problem		CO1		
3	11	1	Practical Problem		CO1		
	12	1	Practical Problem		CO1		

	13	1	Practical Problem		CO1		
	14	1	Weighted average method		CO1		
	15	1	Practical Problems		CO1		
4	16	1	Weighted average method		CO1		
	17	1	Practical Problems		CO1		
	18	1	Weighted average method		CO1		
	19	1	Practical Problems		CO1		
	20	1	Computation of valuation as on Balance sheet date		CO1		
5	21	1	Computation of valuation after Balance sheet date		CO1		
	22	1	Computation of valuation before Balance sheet date		CO1		
	23	1	Revision		CO1		
	24	2	Capital Revenue Expenditure – Introduction		CO2		
	25	2	Revenue Expenditure, Capital Expenditure		CO2		
6	26	2	Deferred Revenue Expenditure		CO2		
	27	2	Capital / Revenue Receipt		CO2		
	28	2	Final account Introduction		CO2		
	29	2	Manufacturing/Trading account		CO2		
	30	2	Practical Problems		CO2		

	31	2	Profit/loss account		CO2		
7	32	2	Balance sheet		CO2		
	33	2	Adjustment Entries		CO2		
	34	2	Final Account Practical Problems		CO2		
	35	2	Final Account Practical Problems		CO2		
	36	2	Final Account Practical Problems		CO2		
8	37	2	Final Account Practical Problems		CO2		
	38	2	Practical Problems		CO2		
	39	2	Revision		CO2		
	40	3	Meaning ,Basis of Allocation of Expenses and Incomes / Receipts		CO3		
9	41	3	Inter Departmental Transfer: At Cost Price and Invoice Price		CO3		
	42	3	Stock Reserve		CO3		
	43	3	Departmental Trading and Profit and Loss Account and Balance Sheet		CO3		
	44	3	Practical problems		CO3		
	45	3	Practical problems		CO3		
10	46	3	Practical problems		CO3		
	47	3	Practical problems		CO3		
	48	3	Practical problems		CO3		

	49	3	Practical problems		CO3		
	50	3	Revision		CO3		
11	51	4	Accounting for Hire Purchase Meaning Calculation of Interest		CO4		
	52	4	Accounting for Hire Purchase Transactions by Asset Purchase Method Based on Full Cash Price		CO4		
	53	4	Accounting for Hire Purchase Transactions by Asset Purchase Method Based on Full Cash Price		CO4		
	54	4	Journal Entries, Ledger Accounts and Disclosure in Balance Sheet for Hirer and Vendor(Excluding Default, Repossession and Calculation of Cash Price)		CO4		
	55	4	Practical Problems		CO4		
12	56	4	Practical Problems		CO4		
	57	4	Practical Problems		CO4		
	58	4	Practical Problem		CO4		
	59	4	Practical Problem		CO4		
	60	4	Revision		CO4		

6. Rubric for Grading and Marking of Term Work (inform students at the beginning of semester)

Lecture + Practical (% Attendance) & Marks	Assign- ments	Tutorial	Lab / Practical Performance	Lab Journal Assessment	Class Tests (Other than IA)	Class participation	Other (2) specif y	Total
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								05	05
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7. Assignments / Tutorials Details (must attach print out of all questions together with AAP)

Assignment No.	Title of the Assignments / Tutorials	CO Map	Assignments given to Students on	Date of Submission
1	Practical Problem on Weighted average method and FIFO	CO1	July First week	
2	Final Account Practical Problems	CO2	July last week	
3	Departmental Accounting	CO4	August Second week	
4	Hire Purchase	CO5	September First week	

Analysis of Assignment / Tutorial Questions and Related Resources

Assignment No.	Week No.	Type* (✓)			Module No.	Based on #			Question Type (✓)	
		R	UQ	OBT		Text Book	Reference Book	Other Learning Resource	MU EQ	Thought Provoking
1		✓			1-2	✓	✓		✓	✓
2		✓			3-5	✓	✓		✓	✓
3										
4										
5										

* Tick (✓) the Type of the Assignment: Regular (R); Unannounced Quiz (UQ) ; Open Book Test for TY/SY/MASTERS (OBT)
 # Write number for Text book, reference book, other learning resource from this AAP – from Points 4.a to 4.d

8. Internal Assessment / Other Class Test / Open Book Test (OBT)/Take Home Test (THT) Details

Tests	Test Dates	Module No.	CO Map	IA Question Paper Pattern	Policy
1 st IA Test				Q1 – MCQ - 10 Marks Q2 – 1 numerical 5 Marks Q3 – 1 numerical 5 Marks 20 marks each for IA 1 & 2	No IA Re-test
2nd IA Test					IA is a Head of passing *
Pop Quiz	Pop Quiz	1			
Open Book Test	Open Book Test	2			
Take Home Test	Take Home Test	3			
Class tests / prelims	Class tests / prelims	ALL			
Class tests / prelims					
Any other test/exams					

* IA failures will have to appear for re-test in next semester

9.a Practical Activities – Regular Experiments

Practical No.	Module No.	Title of the Regular Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1					
2					
3					
4					
5					
6					
7					
8					

9					
10					

9.b Practical Activities – Newly Added Experiments

Practical No.	Module No.	Title of the Newly Added Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1					
2					

9.c Practical Activities – PBL Experiments

Practical No.	Module No.	Title of the PBL Experiments	Concepts to be highlighted	CO Map	Audit / Quality (0 to 4)
1					
2					

10. Beyond Syllabus Activities for Gap Mitigation

No.	Type of the Activity	Activities	Details – no of attendees, guest, feedback, mark sheet, report
1	Interaction with Outside World	Guest Lecture / Workshops	
2		Industrial Visit	
3	Test and Assessments	Class Tests – (other than IA)	
4		Mini Projects	
5		Pop Quiz	✓
6		Mobile App Based Quiz	✓
7		Open Book Test	✓
8		Take Home Test	✓
9	Collaborative and Group Activity	Poster Presentation	
10		Minute Papers	
11		Students Seminar	
12		Students Debates	
13		Panel Discussion / Mock GD	

14		Mock Interview	✓
15	Co-curricular Courses	MOOC-NPTEL/Coursera Videos	✓
16		Value Added Courses	✓
17		Lecture Capture Usage	

*** Do not delete any activity. Give details for planned events. Write 'NA' for activity Not Planned.**

Consolidated Academic Administration Plan Prepared by (mention all theory teaching faculty names with signature)

Sandip Khandekar

Ms. Trupti Naik

Faculty 1 Name (Sign.)

Faculty 2 Name (Sign.)

Faculty 3 Name (Sign.)

External Industry Mentor (Sign.)

External Academic Mentor (Sign.)

Sandip Khandekar

VSIT Cluster Mentor Name (Sign.)

Head of Dept. (Sign.)

Version 2017-2018

The academic resources available in VSIT –

VMIS (ERP)	V-Refer and V-Live	VSIT Library	VAC & MOOC Courses
Institute & Department Vision and Mission	Former IA question papers and solutions (prepared by faculty)	Former IA question papers solutions - hardcopy	Value Added Courses (VAC) are conducted throughout the semester & in the semester break - Enrol for the VACs
Program Educational Objectives (PEO)	MU end semester examination question papers and solutions (prepared by faculty)	MU end semester exam question paper & solutions - by faculty, hardcopy	
Program Specific Outcome (PSO)	Class notes and Digital Content for the subject (scanned / typed by faculty)	All text books, reference books, e -books mentioned in the syllabus & AAP	Online courses from NPTEL, Coursera etc. are pursued throughout the semester - Register for the course & get certified
Program Outcome (PO)	Comprehensive question bank, EQ, GQ, PPT, Class Test papers	Technical journals and magazines for reference	
Departmental Knowledge Map	Academic Administration Plan & Beyond Syllabus Activity report	VSIT library is member of IIT Bombay Library	Watch former lectures captured in LMS at VSIT

1.a

Course Objectives (write in detail – follow NBA guideline in this regard)

Cognitive	What do you want students to know?	Students should understand the overall business environment and evaluate its various components in business decision making
Affective	What do you want students to think / care about?	The purpose of this course is to enhance their capacity to think, act and lead ethically (In business and towards society)
Behavioural	What do you want students to be able to do?	Students should be able to assess the ethical issues facing business. People and firm solve ambiguities and resolve the trade-offs embedded in ethical dilemmas

1.b

Course Outcome (CO) Statements and Module-Wise Mapping (follow NBA guideline)

CO No.	Statements	Related Module/s
CO1	Students understand the Dynamics of Business	1
CO2	Students get knowledge about Ethics and Consumerism	2
CO3	Students understand the concept & importance of Corporate Social responsibility	3
CO4	Students get knowledge of the Global Business	4

1.c

Mapping of COs with POs (mark S: Strong, M: Moderate, W: Weak, Dash ‘-’: not mapped)

	PO 1	PO 2	PO 3	PO 4	PO 5	PO 6	PO 7	PO 8	PO 9	PO 10	PO 11	PO 12
CO 1	M	M	S	W	W	S						
CO 2	M	M	S	W	W	S						
CO 3	M	M	S	W	M	S						
CO 4	M	M	S	M	M	S						
CO 5												

1.d

Mapping of COs with PSOs (mark S: Strong, M: Moderate, W: Weak, Dash ‘-’:not mapped)

	PSO 1	PSO 2	PSO 3	PSO 4
CO 1				

CO 2				
CO 3				
CO 4				
CO 5				

1.e Teaching and Examination Scheme (As specified by the University) for the Course

Categories	Mathematics	Computing / IT / Electronics	Humanities & Soft Skill	Social Sciences	Commerce	Management	Multidisciplinary
Tick suitable category					✓		

Subject Code	Subject Name	Teaching Scheme			Credits Assigned			
		Theory	Practical	Tutorial	Theory	TW/Practical	Tutorial	Total
6	Business Environment	75	--	--	3	-	--	3

Subject Code	Subject Name	Examination Scheme							
		Theory Marks IA Test			End Sem. Exam Marks	TW	Practical	Oral	Total
		IA 1	IA 2	Sum of IA1 and IA2					
6	Business Environment	20	05	25	75	--	--	--	100

1.f Faculty-Wise Distribution of all Lecture-Practical-Tutorial Hours for the Course

Divisions	Lecture (Hrs.)	Practical (Hrs.)				Tutorial (Hrs.)			
		Batch 1	Batch 2	Batch 3	Batch 4	Batch 1	Batch 2	Batch 3	Batch 4
A	3	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.
B	3	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.
C	3	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.

1.g Office Hours (Faculty will be available in office in this duration for solving students' query)

Division	Day	Time (at least 1 Hr. / Division)	Venue (Office Room No.)
A	Monday	12.30 -1.30	Reading Room
B	Wednesday	12.30 -1.30	Reading Room
C	Friday	12.30 -1.30	Reading Room

2.a Syllabus: Module Wise Teaching Hours and % Weightage in University Question Paper

Module No.	Module Title and Brief Details	Teaching Hrs. for each module	% Weightage in University Question Papers
1	Business and its Environment	12.5	20

2	Business and Society	12.5	20
3	Contemporary Issues	12.5	20
4	International Environment	12.5	20
* Insert rows for more modules in the Course		Total	50
			100

2.b Prerequisite Courses

No.	Semester	Name of the Course	Topic/s
		NIL	

2.c Relevance to Future Courses

No.	Semester	Name of the Course
1	I	MBA

2.d Real Life Application Mapping – Mention Application from Very Common Day to Day Life

No.	Real Life Application Mapping with the Course
1	Once students start their own business in future they will have a brief insight about being a successful Entrepreneur
2	Responsibility towards community
3	Relevance to the International scenario

3. Past Results – Division-Wise and Topic-Wise Result Based Analysis

Details	Target -November 2020	November 2019	November 2018	November 2017
Course Passing % – Average of 3 Divisions	100	96.46	87.57	64
Marks Obtained by Course Topper (mark/100)	92	90	84	74

Year	Division A		Division B		Division C	
	Initials of Teacher	% Result	Initials of Teacher	% Result	Initials of Teacher	% Result
Nov 2019	AAJ	100%	AAJ	97.01%	KCM	95.8%
Nov 2018	SIN	82.59%	SIN	90.91	SIN	89.23%
Nov 2017	AG	70%	AG	64%	AG	56%

Topics which affect results negatively	Module Number	Recommendations to overcome these issues & improve result in future
Classification of Business Objectives	1	Written Assignment, Discussion and revision

KYOTO Protocol	3	Discussion and revision
Carbon Credit	3	Discussion and revision

4 All the Learning Resources – Books and E-Resources

4.a List of Text Books (T – Symbol for Text Books) to be Referred by Students

Sr. No	Text Book Titles	Author/s	Publisher	Edition	Module Nos.
1.	Essential elements of Business Environment	K.Asathapa	Himalaya		All
2.	Business Environment	Justin Paul	Tata McGraw		All
3.	Entrepreneurial Development	S.S Khanka	S Chand & Co.		2

4.b List of Reference Books (R – Symbol for Reference Books) to be Referred by Students

Sr. No	Reference Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Business Environment	K. Aswathappa	Himalaya Publishing	2014	All
2	Business Environment	Agrawal Raj	Excel books		All
3	Business Environment	Kale.N.G	Vipul Prakasham		All

4.c List of E - Books (E – Symbol for E-Books) to be Referred by Students

Sr. No	E- Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Business Environment	Dr. Saroj Upadhyay	ASIAN View All		1-4
2	Business Environment Study Material	Dr. Thomas Paul Kattookaran			1-4
3	Business Environment Self Instruction	Jaipur National University			1-4

4.d Web Links and Names of Magazines, Journals, E-journals – [VIT is member of IIT Bombay Library]

Refer online journals subscribed in VIT library. You can also access IIT Bombay online library for journals from IITB campus.

Sr. No.	Web-Links and Names of Journals and E-Journals Recommended to Students for this Course	Web-Links and Names of Magazines Recommended to Students for this Course	Module Nos.
1	Slideshare.com	The Magazine of Corporate social responsibility	All
2	www.philoophybasics.com/branch_ethics.html	Outlook India	All
3	www.wto.org/english/tratop_e/invest_info_ehtm		All

4.e Module Best Available in - Tick the best resource [from 4.a to 4.d in this AAP] & give details

Module No.	Category (Please Tick Mark) - √						Available In VSIT Library?		Details of the Resource (i.e. Name, Chapter & Page No., etc.)
	Book			Magazine	Journals		Y	N	
	Text	Reference	E-Book		Regular	E-Journal			
1	√	√	√				√		All
2	√	√	√						All
3	√	√	√						All
4	√	√	√						All

4.f Web Links for Online Notes/YouTube/VSIT Digital Content/VIT Lecture Capture/NPTEL Videos

Students can view lectures by VSIT professors, captured through LMS 'Lecture Capture' in VIT campus for previous years.

No.	Websites / Links	Module Nos.
1	http://onlinecourses.nptel.ac.in/noc17_mg03	All
2	http://www.mooc-lost.com/tags/business environment	All
3	https://www.youtube.com/watch?v=D2U5c4WvST4	1
14	https://www.youtube.com/watch?v=1jbZcug8YE0	1

1

4.g Recommended MOOC Courses like Coursera / NPTEL / MIT-OCW / edX etc.

Sr. No.	MOOC Course Link	Course conducted by – Person / University / Institute / Industry	Course Duration	Certificate (Y / N)
1	http://onlinecourses.nptel.ac.in/noc17_mg03	nptel		
2.	http://www.mooc-lost.com/tags/business environment	Moocs		
3.	https://www.mooc-list.com/course/global-business-environment-evolution-and-dynamics-futurelearn	Future learn		
4.	https://www.mooc-list.com/course/understanding-modern-business-organisations-futurelearn	Future learn		
5.	https://www.mooc-list.com/course/international-business-environment-and-global-strategy-edx	edX		

4.h Recommended Value Added Courses (VAC)

Sr. No.	Name of the Value Added Course	Conducted by – Person / Institute / Industry	Course Duration	Certificate (Y / N)
---------	--------------------------------	--	-----------------	---------------------

4.i Study Material Distributed among Students

Tick if distributed among students					
GQ	Notes	Digital Content	PPT	EQ (updated till the Last Exam)	Other (Write Details)
✓ <input type="checkbox"/>	✓ <input type="checkbox"/>	✓ <input type="checkbox"/>	✓ <input type="checkbox"/>	✓ <input type="checkbox"/>	

5. Consolidated Course Lesson Plan

	From (date/month/year)	To (date/month/year)	Total Number of Weeks
Semester Duration			15

Week	Lecture no.	Module No.	Lecture Topics / IA 1 and IA 2 / BSA planned to be covered	Actual date of Completion	COs	Recommended Prior Viewing / Reading	
						Lecture No. (on LMS)	Chapter No. / Page Nos./ Books/ Web Site
1	1		Syllabus discussion		C01		
1	2	Unit - 1	Meaning, Definition and features of business objectives, Importance of objectives in business management (Assignment)		C01		
1	3		Classification of business objectives-economic and social objectives of business Human and national objectives of business-organic/ threefold objectives of business (OBT)		C01		
2	4		Steps in formulating business objectives, dynamics of business and its environment- Integrated approach of business environment		C01		
2	5		Business Environment, Types/ components/areas of business environment & important features (Assignment)		C01		
2	6		Environmental analysis- Meaning, Importance, Factors affecting environment analysis and Limitations		C01		
3	7		PESTLE- Meaning, Components and Steps(OBT)		C01		
3	8		Environmental scanning- Meaning, Benefits and Importance		C01		
3	9		SWOT Analysis- Meaning, Definition, Typical SWOT analysis		C01		
4	10		Objectives, steps and importance of SWOT analysis		C01		
4	11	Unit-2	Business ethics- Meaning, Definition and Features (Assignment)		CO2		

4	12	Ethical dilemma of Unethical business practices	CO2		
5	13	Corporate culture – Meaning, Features and Composition	CO2		
5	14	Forms and consequences of corporate culture	CO2		
5	15	Making corporate culture effective and ethical climate	CO2		
6	16	Entrepreneurship -Meaning and definition and its development , Entrepreneur & his characteristics (Assignment)	CO2		
6	17	Stages of business entrepreneurship - factors influencing entrepreneurial development	CO2		
6	18	Entrepreneurship and economic development, Introduction to MSMEs	CO2		
7	19	Meaning of MSMEs and MSMED act, 2006 and its features (OBT)	CO2		
7	20	Entrepreneurship as a career option – meaning, factors and steps in developing entrepreneurial career	CO2		
7	21	Meaning and features of consumer rights- basic consumer rights	CO2		
8	22	Meaning, Definition and Features of consumerism	CO2		
8	23	Objectives and Advantages of consumerism(THT)	CO2		
8	24	Role of consumerism, need of consumer movement in India	CO2		
9	25	Reasons for slow growth and suggestions for rapid growth, challenges before Mumbai grahak Panchayat	CO2		
9	26	Consumer education and research centre – Consumer protection Act 1986(Assignment)	CO2		
9	27	Legal machinery under consumer protection Act, 1986	CO2		
10	28	Consumer Disputes Redressal Agencies (THT)	CO2		
10	29	Special features working and Deficiency of consumer protection act	CO2		
10	30	Recent amendments in consumer protection act 1986	CO2		

11	31	Unit-3	Corporate social responsibility- Meaning , Definition and Scope (Assignment)		CO3		
11	32		Advantage of corporate social responsibility, recent trends in CSR		CO3		
11	33		Corporate governance, meaning, definition and features (Assignment)		CO3		
12	34		Need and Importance of corporate governance		CO3		
12	35		Mechanisms for Corporate Governance		CO3		
12	36		Advantages of corporate governance in India		CO3		
13	37		Social responsibility of business- meaning, definition and need		CO3		
13	38		Arguments for and against SR(Debate)		CO3		
13	39		Areas of Social responsibility		CO3		
14	40		Ecology and business- Meaning and Relationship		CO3		
14	41		Industrialisation and environmental pollution and control at business level		CO3		
14	42		Government policy on environment protection Kyoto Protocol		CO3		
15	43		Carbon credit- Meaning , Definition and working of carbon credit system (THT) Present position of carbon credit trade , carbon credits of India		CO3		
15	44		Social audit- meaning, definition and features , Evolution of social audit, Benefits and limitations of Social audit		CO3		
15	45		Social audit vs commercial audit		CO3		
16	46	Unit 4	INTERNATIONAL ENVIRONMENT- Meaning and strategies FDI & BOP (Assignment)		CO4		
16	47		Multinational companies- meaning, definition and features(Assignment)		CO4		
16	48		Advantages and dangers of MNC'S(OBT), Transnational companies- meaning and features(Assignment)		CO4		

17	49		World trade organisation- introduction and formation, Objectives and functions of WTO(Assignment)		CO4		
17	50		Revision, Doubt Solving		All		

6. Rubric for Grading and Marking of Term Work (inform students at the beginning of semester)

Lecture + Practical (% Attendance) & Marks	Assignments	Tutorial	Lab / Practical Performance	Lab Journal Assessment	Class Tests (Other than IA)	Class participation	Other (2) specify	Total
						05		05

7. Assignments / Tutorials Details (must attach print out of all questions together with AAP)

Assignment No.	Title of the Assignments / Tutorials	CO Map	Assignments given to Students on	Date of Submission
1.	Explain Business Objectives & its features	1		
2.	Explain in detail Business Environment, its importance & features	1		
3.	What is Business Ethics, its features & importance	2		
4.	Who is an Entrepreneur & what are his characteristics?	2		
5.	Explain concept & importance of CSR	3		
6.	What is Corporate Governance & its advantages	3		
7.	Explain the Concept of MNC & what is its importance.	4		
8.	Write a detailed note on WTO, its objectives & functions	4		

Analysis of Assignment / Tutorial Questions and Related Resources

Assignment No.	Week No.	Type* (√)			Module No.	Based on #			Question Type (√)	
		R	UQ	OBT		Text Book	Reference Book	Other Learning Resource	MU EQ	Thought Provoking
1	1	vv		1	1	(√)		(√)	(√)	
2	2	(√)		3	1	(√)			(√)	
3	4	(√)		7	2	(√)			(√)	
4	6	(√)			2	(√)			(√)	
5 & 6	11	(√)			3	(√)			(√)	
7 & 8	13	(√)			4	(√)			(√)	

* Tick (√) the Type of the Assignment: Regular (R); Unannounced Quiz (UQ) ; Open Book Test for TY/SY/MASTERS (OBT)
 # Write number for Text book, reference book, other learning resource from this AAP – from Points 4.a to 4.d

8. Internal Assessment / Other Class Test / Open Book Test (OBT)/Take Home Test (THT) Details

Tests	Test Dates	Module No.	CO Map	IA Question Paper Pattern	Policy
1 st IA Test				Q1 – MCQ - 10 Marks Q2 – 1 numerical 5 Marks Q3 – 1 numerical 5 Marks 20 marks each for IA 1 & 2	No IA Re-test
2nd IA Test					IA is a Head of passing *
Pop Quiz	15 th Week	1-4			
Open Book Test	1 st , 3 rd & 7 th	1-3			
Take Home Test	8 th , 10 th & 14 th	3-4			
Class tests / prelims					
Class tests / prelims					
Any other test/exams					

* IA failures will have to appear for re-test in next semester

9.a Practical Activities – Regular Experiments

Practical No.	Module No.	Title of the Regular Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1		NA			
2					

9.b

Practical Activities – Newly Added Experiments

Practical No.	Module No.	Title of the Newly Added Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1	(1-4)	You tube videos for Revision	All	1-4	
2		https://www.udemy.com/course/lets-share-the-burden/			
3		https://www.udemy.com/course/personal_branding/			

9.c

Practical Activities – PBL Experiments

Practical No.	Module No.	Title of the PBL Experiments	Concepts to be highlighted	CO Map	Audit / Quality (0 to 4)
1	2	Case study on Entrepreneurs	Characteristics & Niche qualities		
2		Poster Competition	To bring out creativity		

10.

Beyond Syllabus Activities for Gap Mitigation

No.	Type of the Activity	Activities	Details – no of attendees, guest, feedback, mark sheet, report
1	Interaction with Outside World	Guest Lecture / Workshops	(√)
2		Industrial Visit	
3	Test and Assessments	Class Tests – (other than IA)	(√)
4		Mini Projects	
5		Pop Quiz	(√)
6		Mobile App Based Quiz	
7		Open Book Test	(√)
8		Take Home Test	(√)
9	Collaborative and Group Activity	Poster Presentation	(√)
10		Minute Papers	

11		Students Seminar	
12		Students Debates	(√)
13		Panel Discussion / Mock GD	
14		Mock Interview	
15	Co-curricular Courses	MOOC-NPTEL/Coursera Videos	(√)
16		Value Added Courses	
17		Lecture Capture Usage	(√)

*** Do not delete any activity. Give details for planned events. Write 'NA' for activity Not Planned.**

Consolidated Academic Administration Plan Prepared by (mention all theory teaching faculty names with signature)

Dr. Ashwini Joshi

Faculty 1 Name (Sign.)

Faculty 2 Name (Sign.)

Faculty 3 Name (Sign.)

External Industry Mentor (Sign.)

External Academic Mentor (Sign.)

VSIT Cluster Mentor Name (Sign.)

Head of Dept. (Sign.)

Version 2020-2021

The academic resources available in VSIT –

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Institute & Department Vision and Mission	Former IA question papers and solutions (prepared by faculty)	Former IA question papers solutions - hardcopy	Value Added Courses (VAC) are conducted throughout the semester & in the semester break - Enrol for the VACs
Program Educational Objectives (PEO)	MU end semester examination question papers and solutions (prepared by faculty)	MU end semester exam question paper & solutions - by faculty, hardcopy	
Program Specific Outcome (PSO)	Class notes and Digital Content for the subject (scanned / typed by faculty)	All text books, reference books, e -books mentioned in the syllabus & AAP	Online courses from NPTEL, Coursera etc. are pursued throughout the semester - Register for the course & get certified
Program Outcome (PO)	Comprehensive question bank, EQ, GQ, PPT, Class Test papers	Technical journals and magazines for reference	
Departmental Knowledge Map	Academic Administration Plan & Beyond Syllabus Activity report	VSIT library is member of IIT Bombay Library	Watch former lectures captured in LMS at VSIT

1.a Course Objectives (write in detail – follow NBA guideline in this regard)

Cognitive	What do you want students to know?	Discuss and communicate the management evolution and how it will affect future managers.
Affective	What do you want students to think / care about?	Observe and evaluate the influence of historical forces on the current practice of management.
Behavioural	What do you want students to be able to do?	Identify and evaluate social responsibility and ethical issues involved in business situations and logically articulate own position on such issues. Explain how organizations adapt to an uncertain environment and identify techniques managers use to influence and control the internal environment.

1.b Course Outcome (CO) Statements and Module-Wise Mapping (follow NBA guideline)

CO No.	Statements	Related Module/s
CO1	Understand the basic concepts of Management	Unit 1
CO2	Practice the process of management's four functions: planning, organizing, leading, and controlling.	Unit 2
CO3	Evaluate leadership styles to anticipate the consequences of each leadership style.	Unit 2 & 3

CO4	Gather and analyze both qualitative and quantitative information to isolate issues and formulate best control methods.	Unit 4
-----	--	--------

1.c Mapping of COs with POs (mark S: Strong, M: Moderate, W: Weak, Dash '--': not mapped)

	PO 1	PO 2	PO 3	PO 4	PO 5	PO 6	PO 7	PO 8	PO 9	PO 10	PO 11	PO 12
CO 1	S	S	S	S								
CO 2	S	S	S	S								
CO 3	S	S	S	S								
CO 4	S	S	S	S								
CO 5												

1.d Mapping of COs with PSOs (mark S: Strong, M: Moderate, W: Weak, Dash '--':not mapped)

	PSO 1	PSO 2	PSO 3	PSO 4
CO 1				
CO 2				
CO 3				
CO 4				
CO 5				

1.e Teaching and Examination Scheme (As specified by the University) for the Course

Categories	Mathematics	Computing / IT / Electronics	Humanities & Soft Skill	Social Sciences	Commerce	Management	Multidisciplinary
Tick suitable category					✓		

Subject Code	Subject Name	Teaching Scheme			Credits Assigned			
		Theory	Practical	Tutorial	Theory	TW/Practical	Tutorial	Total
	POM	75	--	--	3	-	--	3

Subject	Subject Name	Examination Scheme						
		Theory Marks	IA Test	End	TW	Practical	Oral	Total

Code		IA 1	IA 2	Sum of IA1 and IA2	Sem. Exam Marks				
	POM	20	05	25	75	--	--	--	75

1.f Faculty-Wise Distribution of all Lecture-Practical-Tutorial Hours for the Course

Divisions	Lecture (Hrs.)	Practical (Hrs.)				Tutorial (Hrs.)			
		Batch 1	Batch 2	Batch 3	Batch 4	Batch 1	Batch 2	Batch 3	Batch 4
A	3	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.

1.g Office Hours (Faculty will be available in office in this duration for solving students' query)

Division	Day	Time (at least 1 Hr. / Division)	Venue (Office Room No.)
A	Monday	12.30 TO 1.30	Reading room

2.a Syllabus: Module Wise Teaching Hours and % Weightage in University Question Paper

Module No.	Module Title and Brief Details	Teaching Hrs. for each module	% Weightage in University Question Papers
1	Introduction to Management	12.5	25%
2	Management Process	12.5	25%
3	Organization Structure of Banking and Insurance companies	12.5	25%
4	Business Leaders	12.5	25%
* Insert rows for more modules in the Course Total		50 hrs	100%

2.b Prerequisite Courses

No.	Semester	Name of the Course	Topic/s
1	12 th std	Management	Contributions of Author

2.c Relevance to Future Courses

No.	Semester	Name of the Course
1	I	MMS

2.d Real Life Application Mapping – Mention Application from Very Common Day to Day Life

No.	Real Life Application Mapping with the Course
1	Identify and evaluate social responsibility and ethical issues involved in business situations and logically articulate own position on such issues.
2	Explain how organizations adapt to an uncertain environment and identify techniques managers use to influence and control the internal environment.

3. Past Results – Division-Wise and Topic-Wise Result Based Analysis

Details	Target - 2020	2019	2018	2017
Course Passing % – Average of 3 Divisions	95.00	95.92	88.23	86.45
Marks Obtained by Course Topper (mark/100)		85	84	81

Year	Division A		Division B		Division C	
	Initials of Teacher	% Result	Initials of Teacher	% Result	Initials of Teacher	% Result
2019	Sindhu	95.92				
2018	HPN	88.23				
2017	HPN	86.45				

Topics which affect results negatively	Module Number	Recommendations to overcome these issues & improve result in future
		Its lengthy Paper but not tough

4 All the Learning Resources – Books and E-Resources

4.a List of Text Books (T – Symbol for Text Books) to be Referred by Students

Sr. No	Text Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Principles of Management	T.Ramaswamy	Himalaya Publications, Mumbai		1 & 2
2	Practices and Principles of Management	L.M. Prasad	S.Chand and Sons Education Publishers, New Delhi. •		2 & 3

4.b List of Reference Books (R – Symbol for Reference Books) to be Referred by Students

Sr. No	Reference Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Introduction to Management:	M.Y. Khan	Tata McGraw Hill.		1
2	Principles of Management	Ravi M Kishore	Prentice Hall		2
3	Principles of Management	T.Ramaswamy	Himalaya Publications, Mumbai		2 & 3
4	Practices and Principles of Management	L.M. Prasad	S.Chand and Sons Education Publishers, New Delhi. •		3
5	Business Maharajas	Gita Piramal	Penguin Books, New Delhi		4

4.c List of E - Books (E – Symbol for E-Books) to be Referred by Students

Sr. No	E- Book Titles	Author/s	Publisher	Edition	Module Nos.
1	The Basics of Business Management – Vol II, Marketing, Logistics, Procurement and Law	Elly R. Twineyo Kamugisha	BookBoon Publication		
2	Effective Management Decision Making An Introduction	Ian Pownall	BookBoon Publication		
3	Organisations	Manmohan Joshi	BookBoon Publication		

4.d Web Links and Names of Magazines, Journals, E-journals – [VIT is member of IIT Bombay Library]

Refer online journals subscribed in VIT library. You can also access IIT Bombay online library for journals from IITB campus.

Sr. No.	Web-Links and Names of Journals and E-Journals Recommended to Students for this Course	Web-Links and Names of Magazines Recommended to Students for this Course	Module Nos.
1	Indian Journal of Management		1-4
2	Journal of Management and Economics		1-4
3	Global Journal of Finance and Management		1-4

4.e Module Best Available in - Tick the best resource [from 4.a to 4.d in this AAP] & give details

Module No.	Category (Please Tick Mark) - √						Available In VSIT Library?		Details of the Resource (i.e. Name, Chapter & Page No., etc.)
	Book			Magazine	Journals		Y	N	
	Text	Reference	E-Book		Regular	E-Journal			
1		✓	✓	✓			Y		
2		✓	✓	✓					
3		✓	✓	✓					
4		✓	✓	✓					
5									

4.f Web Links for Online Notes/YouTube/VSIT Digital Content/VIT Lecture Capture/NPTEL Videos

Students can view lectures by VSIT professors, captured through LMS 'Lecture Capture' in VIT campus for previous years.

No.	Websites / Links	Module Nos.
1	https://youtu.be/P_bqDgkZmuY	(1)
2	https://youtu.be/HBYwpqn1FMk	(3)
3	https://youtu.be/1SuHHul13nY	(3)
4	https://youtu.be/vo8RSnj0UOA	(4)

4.g Recommended MOOC Courses like Coursera / NPTEL / MIT-OCW / edX etc.

Sr. No.	MOOC Course Link	Course conducted by – Person / University / Institute / Industry	Course Duration	Certificate (Y / N)
1	https://www.edx.org/course/management-accounting-acca-fma-f2-x-8	edX	10 weeks	Y
2.	https://www.edx.org/course/personal-finance-purdue-pn-17-2		5 weeks	Y

4.h Recommended Value Added Courses (VAC)

Sr. No.	Name of the Value Added Course	Conducted by – Person / Institute / Industry	Course Duration	Certificate (Y / N)
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1	https://www.coursera.org/learn/corporate-strategy	University of Illinois at Urbana-Champaign	4 weeks	Y
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4.i Study Material Distributed among Students

Tick if distributed among students					
GQ	Notes	Digital Content	PPT	EQ (updated till the Last Exam)	Other (Write Details)
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	

5. Consolidated Course Lesson Plan

	From (date/month/year)	To (date/month/year)	Total Number of Weeks
Semester Duration	June 2020	November 2021	15

Lecture no.	Module No.	Lecture Topics / IA 1 and IA 2 / BSA planned to be covered	Actual date of Completion	COs	Recommended Prior Viewing / Reading	
					Lecture No. (on LMS)	Chapter No. / Page Nos./ Books/ Web Site
1	1	Introduction , Definition, Nature and Importance of management				
2	1	Levels of Management and functions at each level and its distinction				
3	1	Six M's of Management and its characteristics				
4	1	Management Is art or profession				
5	1	Traditional Management, its features and advantages				
6	1	Contemporary Management, its features and advantages				
7	1	Distinction between Traditional and Contemporary Management				

8	1	Henri Fayol				
9	1	F.W.Taylor				
10	1	Peter.F.Drucker				
11	1	C.K.Prahala				
12	1	Vijay Govindrajan				
13	1	Total quality Management				
14	1	Revision unit 1				
15	1	Management - Process and Practices				
16	2	Features/Nature of Management process				
17	2	Planning- Features /Characteritics of planning				
18	2	Steps in Planning process				
19	2	Components of planning				
20	2	Planning function in banking Organisations				
21	2	Management by Objectives(MBO)				
22	2	Organising				
23	2	Staffing				
24	2	Directing				

25	2	Coordination				
26	2	Communication & Motivating				
27	2	Budgeting				
28	2	Reporting and Controlling				
29	2	CRM in Banking Sector & KYC				
30	2	CRM in HDFC, ICICI & LIC				
31	3	Meaning and Definition of Organisation Structure				
32	3	Factors and Importance of Organisation Structure				
33	3	Steps in Designing Structure, Principles of Organisation				
34	3	Formal and Informal Organisation-Introduction and Meaning				
35	3	Difference between Formal and Informal Organisation				
36	3	Types of Organisation Structure				
37	3	Departmentation-Definition and Bases of Departmentation				
38	3	Centralisation, Advantages and Disadvantages of Centralisation				
39	3	Organisation structure of banking companies				
40	3	Organisation structure of insurance companies				
41	3	Organisation structure of insurance companies				

42	3	Organisation structure of insurance companies				
43	4	Introduction to Business Leaders, classification of Business leaders				
44	4	JRD TATA and Contributions of JRD TATA				
45	4	RATAN TATA and his leadership Qualities				
46	4	Aditya Vikram Birla and Kumar Managalam Birla,Kiran Maazumdar Shaw				
47	4	Dhirubhai Hirachand Ambani & Sons,Verghese Kurien & Aziz Premji				
48	4	Narayana Murthy & Anand Mahindra				
49	4	Godrej group & Deepak Parekh				
50	4	K.V.Kamath & Uday Kotak, Governor of RBI				

6.

Rubric for Grading and Marking of Term Work (inform students at the beginning of semester)

Lecture + Practical (% Attendance) & Marks	Assignments	Tutorial	Lab / Practical Performance	Lab Journal Assessment	Class Tests (Other than IA)	Class participation	Other (2) specifying	Total
	Y				Y	05		05

7.

Assignments / Tutorials Details (must attach print out of all questions together with AAP)

Assignment No.	Title of the Assignments / Tutorials	CO Map	Assignments given to Students on	Date of Submission
1	Contributions of Henri Fayol, Peter. Drucker, F.W.Taylor	CO1		
2	Explain in detail Organising and staffing	CO2		
3	Brief Organisation structure of banking companies and Insurance Companies	CO3		

Analysis of Assignment / Tutorial Questions and Related Resources

Assignment No.	Week No.	Type* (√)			Module No.	Based on #			Question Type (√)	
		R	UQ	OBT		Text Book	Reference Book	Other Learning Resource	MU EQ	Thought Provoking
1		Y			1		Y	Internet	Y	Y
2		Y			2		Y	Internet	Y	Y
3		Y			3		Y	Internet	Y	Y

* Tick (√) the Type of the Assignment: Regular (R); Unannounced Quiz (UQ) ; Open Book Test for TY/SY/MASTERS (OBT)

Write number for Text book, reference book, other learning resource from this AAP – from Points 4.a to 4.d

8. Internal Assessment / Other Class Test / Open Book Test (OBT)/Take Home Test (THT) Details

Tests	Test Dates	Module No.	CO Map	IA Question Paper Pattern	Policy
1 st IA Test				Q1 – MCQ - 10 Marks Q2 – 1 numerical 5 Marks Q3 – 1 numerical 5 Marks 20 marks each for IA 1 & 2	No IA Re-test
2nd IA Test					IA is a Head of passing *
Pop Quiz		Yes			
Open Book Test		Yes			
Take Home Test		Yes			
Class tests / prelims	Mar	Yes			
Class tests / prelims					

Any other test/exams					
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*** IA failures will have to appear for re-test in next semester**

9.a Practical Activities – Regular Experiments

Practical No.	Module No.	Title of the Regular Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1		NA			

9.b Practical Activities – Newly Added Experiments

Practical No.	Module No.	Title of the Newly Added Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1		NA			

9.c Practical Activities – PBL Experiments

Practical No.	Module No.	Title of the PBL Experiments	Concepts to be highlighted	CO Map	Audit / Quality (0 to 4)
1		NA			

10. Beyond Syllabus Activities for Gap Mitigation

No.	Type of the Activity	Activities	Details – no of attendees, guest, feedback, mark sheet, report
1	Interaction with Outside World	Guest Lecture / Workshops	
2		Industrial Visit	YES
3	Test and Assessments	Class Tests – (other than IA)	
4		Mini Projects	
5		Pop Quiz	Yes
6		Mobile App Based Quiz	
7		Open Book Test	Yes
8		Take Home Test	
9	Collaborative	Poster Presentation	

10	and Group Activity	Minute Papers	
11		Students Seminar	
12		Students Debates	Yes
13		Panel Discussion / Mock GD	YES
14		Mock Interview	
15	Co-curricular Courses	MOOC-NPTEL/Coursera Videos	
16		Value Added Courses	Yes
17		Lecture Capture Usage	

*** Do not delete any activity. Give details for planned events. Write 'NA' for activity Not Planned.**

Consolidated Academic Administration Plan Prepared by (mention all theory teaching faculty names with signature)

Sindhu .K

Faculty 1 Name (Sign.)
(Sign.)

Faculty 2 Name (Sign.)

Faculty 3 Name

External Industry Mentor (Sign.)

External Academic Mentor (Sign.)

VSIT Cluster Mentor Name (Sign.)
(Sign.)

Head of Dept.

Version 2020-2021

The academic resources available in VSIT –

VMIS (ERP)	V-Refer	VSIT Library	VAC & MOOC Courses
Institute & Department Vision and Mission	Former IA question papers and solutions (prepared by faculty)	Former IA question papers solutions - hardcopy	Value Added Courses (VAC) are conducted throughout the semester & in the semester break - Enrol for the VACs
Program Educational Objectives (PEO)	MU end semester examination question papers and solutions (prepared by faculty)	MU end semester exam question paper & solutions - by faculty, hardcopy	
Program Specific Outcome (PSO)	Class notes and Digital Content for the subject (scanned / typed by faculty)	All text books, reference books, e -books mentioned in the syllabus & AAP	Online courses from NPTEL, Coursera etc. are pursued throughout the semester - Register for the course & get certified
Program Outcome (PO)	Comprehensive question bank, EQ, GQ, PPT, Class Test papers	Technical journals and magazines for reference	
Departmental Knowledge Map	Academic Administration Plan & Beyond Syllabus Activity report	VSIT library is member of IIT Bombay Library	Watch former lectures captured in LMS at VSIT

1.a Course Objectives (write in detail – follow NBA guideline in this regard)

Cognitive	What do you want students to know?	<ol style="list-style-type: none"> To understand the basic concept of Business Communication To enhance interpersonal skills and to improve vocabulary through various sources.
Affective	What do you want students to think / care about?	<ol style="list-style-type: none"> To think about relationship between communication skills and success in life. To think about functional aspect of Communication
Behavioural	What do you want students to be able to do?	<ol style="list-style-type: none"> To be able to communicate effectively. To be able to write flawlessly To be able to have good interpersonal skills

1.b Course Outcome (CO) Statements and Module-Wise Mapping (follow NBA guideline)

CO No.	Statements	Related Module/s
CO1	The course familiarized the learners to various communication technologies used to overcome communication barriers	Unit 1
CO2	Students learnt effective Listening skills and enabled them to comprehend	Unit 2

	instructions and become a critical Listener	
CO3	Students learnt effective oral skills to speak confidently , interpersonally as well as in large groups.	Unit 3
CO4	It enabled students to learn effective writing skills and enabled students to write in a clear , concise , persuasive and audience centred manner	Unit 4
CO5	The course developed ability among the students to communicate effectively with the help of electronic media.	

1.c Mapping of COs with POs (mark S: Strong, M: Moderate, W: Weak, Dash ‘-’: not mapped)

	PO 1	PO 2	PO 3	PO 4	PO 5	PO 6	PO 7	PO 8	PO 9	PO 10	PO 11	PO 12
CO 1	M	S	S	S								
CO 2	M	S	S	M								
CO 3	M	S	S	S								
CO 4	M	S	S	S								
CO 5	M	S	S	S								

1.d Mapping of COs with PSOs (mark S: Strong, M: Moderate, W: Weak, Dash ‘-’:not mapped)

	PSO 1	PSO 2	PSO 3	PSO 4
CO 1				
CO 2				
CO 3				
CO 4				
CO 5				

1.e Teaching and Examination Scheme (As specified by the University) for the Course

Categories	Mathematics	Computing / IT / Electronics	Humanities & Soft Skill	Social Sciences	Commerce	Management	Multidisciplinary
Tick suitable category			✓		✓		

Subject Code	Subject Name	Teaching Scheme			Credits Assigned			
		Theory	Practical	Tutorial	Theory	TW/Practical	Tutorial	Total
UBMS204	Business Communication - II	75	-	-	02	01	-	3

Subject Code	Subject Name	Examination Scheme							
		Theory Marks IA Test			End Sem. Exam Marks	TW	Practical	Oral	Total
		IA 1	IA 2	Sum of IA1 and IA2					
UBMS204	Business Communication - II	20	05	25	75	-	-	-	100

1.f Faculty-Wise Distribution of all Lecture-Practical-Tutorial Hours for the Course

Divisions	Lecture (Hrs.)	Practical (Hrs.)				Tutorial (Hrs.)			
		Batch 1	Batch 2	Batch 3	Batch 4	Batch 1	Batch 2	Batch 3	Batch 4
A	2	1.5	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.
B	2	1.5	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.
C	2	1.5	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.
F	2	1.5	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.

1.g Office Hours (Faculty will be available in office in this duration for solving students' query)

Division	Day	Time (at least 1 Hr. / Division)	Venue (Office Room No.)
A	Thursday	12.30 p.m to 1.30 p.m	Staff room

2.a Syllabus: Module Wise Teaching Hours and % Weightage in University Question Paper

Module No.	Module Title and Brief Details	Teaching Hrs. for each module	% Weightage in University Question Papers
1	Theory of Communication	8 Hrs	25%
2	Barriers in Communication	8 Hrs	25%
3	Business Correspondence	10 Hrs	25%
4	Language and Writing Skills	10.5 Hrs	25%
* Insert rows for more modules in the Course		36.5 Hrs	100%

Total		
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2.b Prerequisite Courses

No.	Semester	Name of the Course	Topic/s
1	1	Business Communication - I	All

2.c Relevance to Future Courses

No.	Semester	Name of the Course
1	1	Masters of Management Studies
2		Masters in Business Administration

2.d Real Life Application Mapping – Mention Application from Very Common Day to Day Life

No.	Real Life Application Mapping with the Course
1	Business Communication and communication is a part and parcel of life. In real life the success depends on the ability to communicate effectively.
2	The subject forms the basis of all other subjects. If a student can express their ideas in an effective manner only then they can survive.
3	

3. Past Results – Division-Wise and Topic-Wise Result Based Analysis

Details	Target - Dec 2020	Dec 2019	Dec2018
Course Passing % – Average of 3 Divisions	100%	94.03	100%
Marks Obtained by Course Topper (mark/100)	85		

Division A		
Year	Initials of Teacher	% Result
Dec 2019	Snehaprabha Katti	94.03%
Dec 2018	Monica Thapar	100%
Dec 2017	Snehaprabha Katti	97%

Topics which affect results negatively	Module Number	Recommendations to overcome these issues & improve result in future
Business Correspondence	3	Written practice
Language and Writing Skills	4	Written practice and examples

4 All the Learning Resources – Books and E-Resources

4.a List of Text Books (T – Symbol for Text Books) to be Referred by Students

Sr. No	Text Book Titles	Author/s	Publisher	Edition Year of Publication	Module Nos.
1	Effective Communication	Balan,K.R. and Rayudu C.S.	Beacon New Delhi	1996	All
2.	Business Communication, today	BoveeCourtland,L and Thrill, John V	McGraw Hill, New York, Taxman Publication	1989	All
3.	Modern Business Correspondence	Garlside, L.E.	McDonald and Evans Ltd. Plymouth.	1980	III

4.b List of Reference Books (R – Symbol for Reference Books) to be Referred by Students

Sr. No	Reference Book Titles	Author/s	Publisher	Edition	Module Nos.
1	<i>Business Communication</i>	Meenakshi Raman & Prakash Singh	Oxford University Press		III and IV
2	<i>Professional communication</i>	Aruna Koneru	Tata McGraw Hill		III and IV
3	<i>Business Communication - II</i>	Rhoda A Doctor, Aspi H. Doctor et al	Sheth		ALL

4.c List of E - Books (E – Symbol for E-Books) to be Referred by Students

Sr. No	E- Book Titles	Author/s	Publisher	Edition	Module Nos.
1.	Modern Business, Vol. 12 http://library.umac.mo/ebooks/b31303316.pdf	Harrison Mc Johnson, A.M	Alexander Hamilton Institute, New York	I	III and IV
2	Basic Communication	Albert Nothnagel	Smashwords	I	I & II
3	The Art of Writing and Speaking the English Language.	Sherwin Cody	The Old Greek Press-2013	I	III & IV
4	The Art of Writing and Speaking the English Language.	Sherwin Cody	The Old Greek	I	III & IV

			Press-2013		
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4.d

Web Links and Names of Magazines, Journals, E-journals – [VIT is member of IIT Bombay Library]

Refer online journals subscribed in VIT library. You can also access IIT Bombay online library for journals from IITB campus.

Sr. No.	Web-Links and Names of Journals and E-Journals Recommended to Students for this Course	Web-Links and Names of Magazines Recommended to Students for this Course	
1	International Journal of Marketing and Business Communication http://www.publishingindia.com/ijmbc/	Competition Success- Magazine	
2	International Journal of Business Communication https://journals.sagepub.com/home/job		

4.e

Module Best Available in - Tick the best resource [from 4.a to 4.d in this AAP] & give details

Module No.	Category (Please Tick Mark) - √						Available In VSIT Library?		Details of the Resource (i.e. Name, Chapter & Page No., etc.)
	Book			Magazine	Journals		Y	N	
	Text	Reference	E-Book		Regular	E-Journal			
1		✓						✓	Semester II, Sheth Publishers Pvt. Ltd. By Rhoda A. Doctor, Aspi H. Doctor et al

4.f

Web Links for Online Notes/YouTube/VSIT Digital Content/VIT Lecture Capture/NPTEL Videos

Students can view lectures by VSIT professors, captured through LMS 'Lecture Capture' in VIT campus for previous years.

No.	Websites / Links	Module Nos.
1	Digital Content (live.vsit.edu.in)	1-4
2		1-4

4.g

Recommended MOOC Courses like Coursera / NPTEL / MIT-OCW / edX etc.

Sr. No.	MOOC Course Link	Course conducted by – Person / University / Institute / Industry	Course Duration	Certificate (Y / N)
1	Business Communication Crash Course https://www.udemy.com/business-communication-crash-course/	Eleventure Team	60 lectures	Y

4.h Recommended Value Added Courses (VAC)

Sr. No.	Name of the Value Added Course	Conducted by – Person / Institute / Industry	Course Duration	Certificate (Y / N)
I	In Communication	Institute	10 Hrs	Y

4.i Study Material Distributed among Students

Tick if distributed among students					
GQ	Notes	Digital Content	PPT	EQ (updated till the Last Exam)	Other (Write Details)
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Solutions of the Regular and ATKT Exams written by the Faculty Members-

5. Consolidated Course Lesson Plan

	From (date/month/year)	To (date/month/year)	Total Number of Weeks
Semester Duration	November 2019	April 2019	15

Week No.	Lecture no.	Module No.	Lecture Topics / IA 1 and IA 2 / BSA planned to be covered	Actual date of Completion	COs	Recommended Prior Viewing / Reading	
						Lecture No. (on LMS)	Chapter No. / Page Nos./ Books/ Web Site
1	1	I	Concept of communication- meaning, definition, process, need and feedback		CO 1		
	2	I	Emergence of communication as a key concept in the corporate and Global world. Impact of Technological Advancement on Communication.		CO 1		
	3	I	P1 -Practicals- Introduction of self (B1&B2)		CO		

					3		
2	5	II	Channels of communication-formal channels		CO 1		
	6	II	Formal Channels		CO 1		
	7	II	P2- Introduction of Others (B1&B2)		CO 3		
3	8	II	Informal Channels (Grapevine) Diagonal channel.		CO 1		
	9	II	Objectives of communication- information, order ,advice , Instruction (Open Bok Test)		CO 1		
	10	II	P2- Introduction of Others (B1&B2)		CO 3		
4	11	III	Education, warning and boosting the morale of employees & Motivation		CO 1		
	12	II	Methods of communication- verbal communication , characteristics of verbal communication ,		CO 3		
	13	II	P4- Non Verbal Communication(B1&B2)		CO 3		
5	14	II	Non Verbal Communication –Its characteristics		CO 3		
	15	II	Business etiquette – Skit		CO 3		
	16	II	P5- Non Verbal Communication(B1`&B2)		CO 3		
6	17	II	Modes of communication- telephone and sms communication Fax , Computers and E commerce		CO 5		

	18	II	Video conferencing ,Satellite Conferencing (Minute Paper) 15 mins		CO 5		
	19		P6- Listening Skills(B1&B2)		CO 2		
	20		Revision		CO 2		
7	21	II	Problems or barriers in communication. Physical ,Semantic Barriers and ways to overcome them		CO 1		
	22	II	P7- Effective Email Writing(B1&B2)		CO 5		
	23	II	Socio-cultural barriers, Organizational and ways to overcome them		CO 1		
8	24	II	Cross-cultural barriers and ways to overcome		CO 1		
	25	II	P8- Effective Email Writing (B1&b2)		CO 5		
	26	III	Listening- importance of listening skills. Cultivating good listening skills (Video will be shown)		CO 2		
9	27	II	Introduction to Business ethics- concept and interpretation. Business Ethics and personal Integrity at workplace(Video). Business ethics and Media (Quiz)		CO 3		
	28	II	P9- Letter of Application with Resume (B1&B2)		CO 4		
10	29		Computer ethics and corporate social responsibility. Surrogate advertising(Video), Patents		CO 3		
	30		Intellectual Property Rights . Human Rights violation, discrimination on the basis of gender , race , religion		CO 3		

	31	II	P10- Letter of Job Acceptance (B1&B2_)		CO 4		
11	32	II	Piracy, Insurance ,child labour		CO 3		
	33	II	Theory of Business Letter Writing: Parts- Standard and Optional parts		CO 4		
	34	II	P1-Leeter of Promotion (B1&B2)		CO 4		
12	35		Structure, Layouts- Full Block, Modified Block Class Test-1/2 Hour		CO 4		
	36	III	Principles of effective Email Writing Statement of Purpose		CO 5		
	37	III	P12- Letter of Resignation(B1&B2)		CO 4		
13	38	III	Job Application/Resume writing		CO 4		
	39	III	Letters of Appointment and Promotion		CO 4		
	40		P13- Letters of Termination(B1&B2)		CO 4		
14	41	II	Letters of Recommendation and Resignation		CO 4		
	42	III	Letters of Termination Revision (THT)		CO 4		
	43	III	P14- Statement OF Purpose (B1&B2)		CO 4		

15	44	III	Commercial Terms used in Business Communication: Paragraph Writing		CO 3		
	45	III	Paragraph Writing-developing an idea , use of appropriate linking device , cohesion and coherence and self editing		CO 4		
	46	III	P15- Revision Letters		CO 4		
16	47	IV	Paragraph Writing-developing an idea , use of appropriate linking device , cohesion and coherence and self editing		CO 4		
	48	IV	Paragraph Writing-developing an idea , use of appropriate linking device , cohesion and coherence and self editing		CO 4		
	49	IV	Interpretation of Technical data		CO 4		
	50	IV	Revision		CO 4		
	51		Revision		C1 to C4		
	52		Revision		C1 To c4		

6.

Rubric for Grading and Marking of Term Work (inform students at the beginning of semester)

Lecture + Practical (% Attendance) & Marks	Assignments	Tutorial	Lab / Practical Performance	Lab Journal Assessment	Class Tests (Other than IA)	Class participation	Other (2) specify	Total
						5		5

7. Assignments / Tutorials Details (must attach print out of all questions together with AAP)

Assignment No.	Title of the Assignments / Tutorials	CO Map	Assignments given to Students on	Date of Submission
1	Assignment 1) Process of communication and importance of feedback .2) Impact of technological advancement on Communication	CO1	Week 3	Week 4
2	Assignment 2—1) Methods of Verbal communication 2) State and explain formal channels of communication	CO1	Week 6	Week 7
3	Assignment 3- 1) Importance of Listening skills and cultivating effective Listening skills	CO2	Week 9	Week 10
4	Assignment 4- 1) Job Application with Resume	CO4	Week 12	Week 13
5	Assignment 5-Personal correspondence	CO4	Week 14	Week 15s

Analysis of Assignment / Tutorial Questions and Related Resources

Assignment No.	Week No.	Type* (✓)			Module No.	Based on #			Question Type (✓)	
		R	UQ	OBT		Text Book	Reference Book	Other Learning Resource	MU EQ	Thought Provoking
1	Week 1	<input checked="" type="checkbox"/>			1				<input checked="" type="checkbox"/>	
2	Week 5				2				<input checked="" type="checkbox"/>	
3	Week 8				3				<input checked="" type="checkbox"/>	
4	Week 10				4				<input checked="" type="checkbox"/>	

* Tick (✓) the Type of the Assignment: Regular (R); Unannounced Quiz (UQ) ; Open Book Test for TY/SY/MASTERS (OBT)

Write number for Text book, reference book, other learning resource from this AAP – from Points 4.a to 4.d

8. Internal Assessment / Other Class Test / Open Book Test (OBT)/Take Home Test (THT) Details

Tests	Test Dates	Module No.	CO Map	IA Question Paper Pattern	Policy
1 st IA Test	December end or Mid of January	I and II		Q1 – MCQ - 10 Marks Q2 – 1 numerical 5 Marks Q3 – 1 numerical 5 Marks 20 marks each for IA 1 & 2	No IA Re-test
2 nd IA Test					IA is a Head of passing *
Pop Quiz	9 TH week	II	CO1		
Open Book Test	3 rd week	I	CO1		
Take Home Test	14 TH week	III	CO4		
Class tests / prelims	Minute paper 6 th week	I	CO5		
Debate		II	CO2		
Poster Competition	10 th week	II	CO3		

* IA failures will have to appear for re-test in next semester

9.a Practical Activities – Regular Experiments

Practical No.	Module No.	Title of the Regular Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1	I	Introduction of self	Oral communication	CO3	
2	I	Introduction of Others	Oral communication	CO3	
3	I	Non Verbal Communication	Oral Communication	CO3	
4	II	Listening Skills	Critical Listening	CO2	
5	III	Email Writing	Written Communication with the help of Electronic Media	CO5	
6	III	Resume Building	Written Communication (effective way of Resume Building)	CO4	
7	III	Personal Correspondence	Written Communication	CO4	

9.b Practical Activities – Newly Added Experiments

Practical	Module	Title of the Newly Added Experiments	Concepts to	CO Map	Audit /
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No.	No.		be highlighted		Quality Rate (0 to 4)
1		Blog Writing / Vlog making	Writing Skills	CO4	

9.c Practical Activities – PBL Experiments

Practical No.	Module No.	Title of the PBL Experiments	Concepts to be highlighted	CO Map	Audit / Quality (0 to 4)
1	III	Case study Analysing resumes of renowned personalities	Effective Written Communication	CO4	

10. Beyond Syllabus Activities for Gap Mitigation

No.		Activities	Details – no of attendees, guest, feedback, mark sheet, report
1	Interaction with Outside World	Guest Lecture / Workshops	7 th Week
2	Test and Assessments	Class Tests – (other than IA)	6 th week
3		Pop Quiz	9 th Week
4		Open Book Test	3 rd Week
5		Take Home Test	14 th Week
6	Collaborative and Group Activity	Students Debates	
7		Panel Discussion / Mock GD	
8		Mock Interview	
9	Co-curricular Courses	Videos	
10		Room 101 Competition	

*** Do not delete any activity. Give details for planned events. Write 'NA' for activity Not Planned.**

Consolidated Academic Administration Plan Prepared by (mention all theory teaching faculty names with signature)

Rumeli Sharma

Snehaprabha Katti

Lakshmi Pillai

Faculty 1 Name (Sign.)
Name (Sign.)

Faculty 2 Name (Sign.)

Faculty 3

External Industry Mentor (Sign.)
Mentor (Sign.)

External Academic

Rumeli Sharma

Prof. Sindhu Krishnan

VSIT Cluster Mentor Name (Sign.)
(Sign.)

Head of Dept.

Version 2020-2021

The academic resources available in VSIT –

VMIS (ERP)	V-Refer and V-Live	VSIT Library	VAC & MOOC Courses
Institute & Department Vision and Mission	Former IA question papers and solutions (prepared by faculty)	Former IA question papers solutions - hardcopy	Value Added Courses (VAC) are conducted throughout the semester & in the semester break - Enrol for the VACs
Program Educational Objectives (PEO)	MU end semester examination question papers and solutions (prepared by faculty)	MU end semester exam question paper & solutions - by faculty, hardcopy	
Program Specific Outcome (PSO)	Class notes and Digital Content for the subject (scanned / typed by faculty)	All text books, reference books, e -books mentioned in the syllabus & AAP	Online courses from NPTEL, Coursera etc. are pursued throughout the semester - Register for the course & get certified
Program Outcome (PO)	Comprehensive question bank, EQ, GQ, PPT, Class Test papers	Technical journals and magazines for reference	
Departmental Knowledge Map	Academic Administration Plan & Beyond Syllabus Activity report	VSIT library is member of IIT Bombay Library	

1.a Course Objectives (write in detail – follow NBA guideline in this regard)

Cognitive	What do you want students to know?	Gain knowledge about basic Accounting Concepts, conventions & principles.
Affective	What do you want students to think / care about?	Understand double accounting system ,rules of Debit & Credit
Behavioural	What do you want students to be able to do?	Writing of Journal, Ledger and final accounts of Trading concerns

1.b Course Outcome (CO) Statements and Module-Wise Mapping (follow NBA guideline)

CO No.	Statements	Related Module/s
CO1	Understand Basic accounting Concepts & principle	Unit 1
CO2	Gain knowledge about the double entry system of accounting & rules of Debit & credit	Unit 1
CO3	Writing up of accounts of a sole trading/partnership firm up to finalization of accounts	Unit 1 & 4
CO4	Classify Income & Expenditure into Capital & Revenue	Unit 2
CO5	Value stock and Understand Hire purchase system of sales	Unit 3

1.c Mapping of COs with POs (mark S: Strong, M: Moderate, W: Weak, Dash ‘-’: not mapped)

	PO 1	PO 2	PO 3	PO 4	PO 5	PO 6	PO 7	PO 8	PO 9	PO 10	PO 11	PO 12
CO 1	Strong	Strong	Strong	Strong								
CO 2	Strong	Strong	Strong	Strong								
CO 3	Strong	Moderate	Strong	Strong								
CO 4	Strong	Strong	Strong	Strong								
CO 5	Strong	Strong	Strong	Strong								

1.d Mapping of COs with PSOs (mark S: Strong, M: Moderate, W: Weak, Dash '-':not mapped)

	PSO 1	PSO 2	PSO 3	PSO 4
CO 1				
CO 2				
CO 3				
CO 4				
CO 5				

1.e Teaching and Examination Scheme (As specified by the University) for the Course

Categories	Mathematics	Computing / IT / Electronics	Humanities & Soft Skill	Social Sciences	Commerce	Management	Multidisciplinary
Tick suitable category					✓		

Subject Code	Subject Name	Teaching Scheme			Credits Assigned			
		Theory	Practical	Tutorial	Theory	TW/Practical	Tutorial	Total
BBI113	Financial Accounting I	75		--	3	--	--	3

Subject Code	Subject Name	Examination Scheme							
		Theory Marks IA Test			End Sem. Exam Marks	TW	Practical	Oral	Total
		IA 1	IA 2	Total of IA1 and IA2					
BBI113	Financial Accounting I	20			75			05	100

1.f Faculty-Wise Distribution of all Lecture-Practical-Tutorial Hours for the Course

Divisions	Lecture (Hrs.)	Practical (Hrs.)				Tutorial (Hrs.)			
		Batch 1	Batch 2	Batch 3	Batch 4	Batch 1	Batch 2	Batch 3	Batch 4
A	3.33	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.

1.g Office Hours (Faculty will be available in office in this duration for solving students' query)

Division	Day	Time (at least 1 Hr. / Division)	Venue (Office Room No.)
A	Tuesday	12:30pm -13:30pm	Reading Room

2.a Syllabus: Module Wise Teaching Hours and % Weightage in University Question Paper

Module No.	Module Title and Brief Details	Teaching Hrs. for each module	% Weightage in University Question Papers
1	Introduction to Accounting	10	25%
2	Classification of Income & Expenditure & Accounting Standards	10	25%
3	Stock Valuation & Hire Purchase	16.67	25%
4	Final Accounts	13.33	25%
* Insert rows for more modules in the Course		Total	100

2.b Prerequisite Courses

No.	Semester	Name of the Course	Topic/s
1	11 th & 12 th Std.	Book keeping	Basic journal, ledger & Final Accounts

2.c Relevance to Future Courses

No.	Semester	Name of the Course
1	II	Financial Accounting – II
2	V	Financial Reporting & Analysis

2.d Real Life Application Mapping – Mention Application from Very Common Day to Day Life

No.	Real Life Application Mapping with the Course
1	Understanding the Financial results of various companies
2	Maintain day to day Accounts

3. Past Results – Division-Wise and Topic-Wise Result Based Analysis

Details	Target - Dec 2020	Dec 2019	Dec 2018	Dec 2017
Course Passing % – Average of 3 Divisions	100%	100%	97.26%	97.18
Marks Obtained by Course Topper (mark/100)	98	95	91	89

Year	Division A		Division B		Division C	
	Initials of Teacher	% Result	Initials of Teacher	% Result	Initials of Teacher	% Result
Dec 2019	VRG	100%				

Dec 2018	VRG	97.26				
Dec 2017	KCM	97.18				

Topics which affect results negatively	Module Number	Recommendations to overcome these issues & improve result in future
Rectification of Errors	2	Data Base of Entries to be rectified to be provided
Hire Purchase	3	Break up of sums

4 All the Learning Resources – Books and E-Resources

4.a List of Text Books (T – Symbol for Text Books) to be Referred by Students

Sr. No	Text Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Financial Accounting I	HV Kishnadwala & HA Wandrekar	Vipul Prakashan	I	1-4

4.b List of Reference Books (R – Symbol for Reference Books) to be Referred by Students

Sr. No	Reference Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Financial Accounting for Management	Maheshwari SN	Pearson		1-2
2	Financial Accounting	Chopde LN			1-4
3	Financial Accounting	Agarwal RK			1-4

4.c List of E - Books (E – Symbol for E-Books) to be Referred by Students

Sr. No	E- Book Titles	Author/s	Publisher	Edition	Module Nos.
1	FINANCIAL ACCOUNTING	University Of Calicut			1-4
2	Financial Accounting I	Dr. Chandra Shekhar			1 & 4
3	Accountancy by The Open University of Hong Kong	The Open University of Hong Kong			1

4.d Web Links and Names of Magazines, Journals, E-journals – [VIT is member of IIT Bombay Library]

Refer online journals subscribed in VIT library. You can also access IIT Bombay online library for journals from IITB campus.

Sr. No.	Web-Links and Names of Journals and E-Journals Recommended to Students for this Course	Web-Links and Names of Magazines Recommended to Students for this Course	Module Nos.
1	TechJava - Journal on Java Technology www.techjava.de/	https://docs.oracle.com/javase/tutorial/	1-5
2	Developmet of JAVA Development Resource Center https://ejournals.ph/article.php?id=8986	https://www.w3schools.in/java-tutorial/	1-5
3		https://www.w3resource.com/java-tutorial/	1-3

4		javamag.org/	4-5
5		https://www.tutorialspoint.com/java/	1-4
6		Java Magazine, Sept/Oct 2017 www.javamagazine.mozaicreader.com/	

4.e Module Best Available in - Tick the best resource [from 4.a to 4.d in this AAP] & give details

Module No.	Category (Please Tick Mark) - √						Available In VSIT Library?		Details of the Resource (i.e. Name, Chapter & Page No., etc.)
	Book			Magazine	Journals		Y	N	
	Text	Reference	E-Book		Regular	E-Journal			
1	✓								Chapter 1-4
2	✓								Chapter 5-7
3	✓								Chapter 8-9
4	✓								Chapter 10-11

4.f Web Links for Online Notes/YouTube/VSIT Digital Content/VIT Lecture Capture/NPTEL Videos

Students can view lectures by VSIT professors, captured through LMS 'Lecture Capture' in VIT campus for previous years.

No.	Websites / Links	Module Nos.
1	Digital Content (live.vsit.edu.in)	1-4

4.g Recommended MOOC Courses like Coursera / NPTEL / MIT-OCW / edX etc.

Sr. No.	MOOC Course Link	Course conducted by – Person / University / Institute / Industry	Course Duration	Certificate (Y / N)
1	https://alison.com/course/fundamentals-of-financial-accounting-revised-2017	Alison	3 weeks	Y

4.h Recommended Value Added Courses (VAC)

Sr. No.	Name of the Value Added Course	Conducted by – Person / Institute / Industry	Course Duration	Certificate (Y / N)
1				

4.i Study Material Distributed among Students

Tick if distributed among students					
GQ	Notes	Digital Content	PPT	EQ (updated till the Last Exam)	Other (Write Details)
√ <input type="checkbox"/>	√ <input type="checkbox"/>	√ <input type="checkbox"/>	<input type="checkbox"/>	√ <input type="checkbox"/>	

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5. Consolidated Course Lesson Plan

	From (date/month/year)	To (date/month/year)	Total Number of Weeks
Semester Duration			

Week	Lecture no.	Module No.	Lecture Topics / IA 1 and IA 2 / BSA planned to be covered	S	Actual date of Completion	COs	Recommended Prior Viewing / Reading	
							Lecture No. (on LMS)	Chapter No. / Page Nos./ Books/ Web Site
1	1	1	Meaning and Scope of accounting					
	2	1	Book keeping v/s Accounting Accounting Terms,					
	3	1	Accounting Concepts & Conventions					
2	4	1	Classification of Accounts Rules of Debit & Credit					
	5	1	Journal Entries					
	6	1	Journal Entries					
3	7	1	Cash Book					
	8	1	Cash Book					
	9	1	Sales & Sales Return Book Purchase & Purchase Return Book					
4	10	1	Ledger					
	11	1	Trial Balance					
	12	2	Classification of Income and Expenditure					

5	13	2	Bank Reconciliation Statement					
	14	2	Bank Reconciliation Statement					
	15	2	Errors and their Rectification					
6	16	2	Errors and their Rectification					
	17	2	Accounting Standards					
	18	2	Accounting Standards					
7	19	2	IFRS					
	20	2	IFRS					
	21	3	Inventory Valuation –FIFO					
8	22	3	FIFO					
	23	3	FIFO					
	24	3	WA					
9	25	3	WA					
	26	3	WA					
	27	3	Combine					
10	28	3	Hire Purchase – Concept					
	29	3	Practical Problems					
	30	3	Practical Problems					

11	31	3	Practical Problems					
	32	3	Practical Problems					
	33	3	Practical Problems					
12	34	3	Practical Problems					
	35	3	Practical Problems					
	36	3	Practical Problems					
13	37	3	Practical Problems					
	38	4	Final accounts Introduction & Concept					
	39	4	Manufacturing Account					
14	40	4	Trading Account					
	41	4	Profit and Loss account					
	42	4	Balance Sheet					
15	43	4	Practical problems					
	44	4	Practical problems					
	45	4	Income & Expenditure account					
16	46	4	Balance sheet of NPO					
	47	4	Practical Problems					
	48	4	Practical Problems					

17	49	4	Practical Problems					
	50	4	Practical Problems					

6. Rubric for Grading and Marking of Term Work (inform students at the beginning of semester)

Lecture + Practical (% Attendance) & Marks	Assignments	Tutorial	Lab / Practical Performance	Lab Journal Assessment	Class Tests (Other than IA)	Other (1) specify	Other (2) specify	Total
	05				20			25

7. Assignments / Tutorials Details (must attach print out of all questions together with AAP)

Assignment No.	Title of the Assignments / Tutorials	CO Map	Assignments given to Students on	Date of Submission
1	Classification of Accounts & Journal Entries	1&2		
2	Classification into Capital & Revenue	3		
3	Trial Balance & Final Accounts	4		

Analysis of Assignment / Tutorial Questions and Related Resources

Assignment No.	Week No.	Type* (√)			Module No.	Based on #			Question Type (√)	
		R	UQ	OBT		Text Book	Reference Book	Other Learning Resource	MU EQ	Thought Provoking
1	4	√			1	√			√	√
2	9	√			2	√			√	√

3	13	√			3/4	√				√
---	----	---	--	--	-----	---	--	--	--	---

* Tick (√) the Type of the Assignment: Regular (R); Unannounced Quiz (UQ) ; Open Book Test for TY/SY/MASTERS (OBT)
Write number for Text book, reference book, other learning resource from this AAP – from Points 4.a to 4.d

8.

Internal Assessment / Other Class Test / Open Book Test (OBT)/Take Home Test (THT) Details

Tests	Test Dates	Module No.	CO Map	IA Question Paper Pattern	Policy
1 st IA Test	6 th Week	1&2		Q1 – MCQ - 10 Marks Q2 – 1 numerical 5 Marks Q3 – 1 numerical 5 Marks 20 marks each for IA 1 & 2	No IA Re-test
2 nd IA Test					IA is a Head of passing *
Pop Quiz	1 st week	1			
	5 th week	2			
	11 th week	3			
	14 th week	4			
Open Book Test	4 th week	2			
Take Home Test	3 rd week	1			
	13 th week	4			
Class tests / prelims					
Class tests / prelims					
Any other test/exams					

* IA failures will have to appear for re-test in next semester

9.a

Practical Activities – Regular Experiments

Practical No.	Module No.	Title of the Regular Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1		NA			
2					

9.b

Practical Activities – Newly Added Experiments

Practical No.	Module No.	Title of the Newly Added Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)

1		NA			
2					

9.c Practical Activities – PBL Experiments

Practical No.	Module No.	Title of the PBL Experiments	Concepts to be highlighted	CO Map	Audit / Quality (0 to 4)
1	1	Journalise day to day Income & Expense's	Double entry system & Journal entries	1 & 2	
2	2	Classify your daily Income % expenditure	Classification of Income & expenditure	2	

10. Beyond Syllabus Activities for Gap Mitigation

No.	Type of the Activity	Activities	Details – no of attendees, guest, feedback, mark sheet, report
1	Interaction with Outside World	Guest Lecture / Workshops	Basics of Accounts
2		Industrial Visit	
3	Test and Assessments	Class Tests – (other than IA)	
4		sMini Projects	
5		Pop Quiz	
6		Mobile App Based Quiz	
7		Open Book Test	
8		Take Home Test	Classification of Income % Expenditure
9	Collaborative and Group Activity	Poster Presentation	
10		Minute Papers	Classification of Accounts
11		Students Seminar	
12		Students Debates	
13		Panel Discussion / Mock GD	
14	Mock Interview		
15	Co-curricular Courses	MOOC-NPTEL/Coursera Videos	
16		Value Added Courses	
17		Lecture Capture Usage	

*** Do not delete any activity. Give details for planned events. Write 'NA' for activity Not Planned.**

Consolidated Academic Administration Plan Prepared by (mention all theory teaching faculty names with signature)

Faculty 1 Name (Sign.)

Ms. Kavitha Mohan

External Industry Mentor (Sign.)

External Academic Mentor (Sign.)

VSIT Cluster Mentor Name (Sign.)

Head of Dept. (Sign.)

The academic resources available in VSIT –

VMIS (ERP)	V-Refer and V-Live	VSIT Library	VAC & MOOC Courses
Institute & Department Vision and Mission	Former IA question papers and solutions (prepared by faculty)	Former IA question papers solutions - hardcopy	Value Added Courses (VAC) are conducted throughout the semester & in the semester break - Enrol for the VACs
Program Educational Objectives (PEO)	MU end semester examination question papers and solutions (prepared by faculty)	MU end semester exam question paper & solutions - by faculty, hardcopy	
Program Specific Outcome (PSO)	Class notes and Digital Content for the subject (scanned / typed by faculty)	All text books, reference books, e -books mentioned in the syllabus & AAP	Online courses from NPTEL, Coursera etc. are pursued throughout the semester - Register for the course & get certified
Program Outcome (PO)	Comprehensive question bank, EQ, GQ, PPT, Class Test papers	Technical journals and magazines for reference	
Departmental Knowledge Map	Academic Administration Plan & Beyond Syllabus Activity report	VSIT library is member of IIT Bombay Library	Watch former lectures captured in LMS at VSIT

1.a Course Objectives (write in detail – follow NBA guideline in this regard)

Cognitive	What do you want students to know?	To make students socially aware of the societal problems
Affective	What do you want students to think / care about?	To get a clear picture of all the issues in the society and its consequences
Behavioural	What do you want students to be able to do?	To be confident enough to take corrective measures and fight against all the issues

1.b Course Outcome (CO) Statements and Module-Wise Mapping (follow NBA guideline)

CO No.	Statements	Related Module/s
CO1	To have an overview of Indian society, its regional and demographic variations	Unit 1
CO2	To understand the history of women and various practices which are going on with women since ages	Unit 2 and 3
CO3	To understand the concept of disparity arising due to gender inequality and other linguistic differences	Unit 2 and 3
CO4	To understand Indian constitution and other political processes	Unit 4 and 5

1.c Mapping of COs with POs (mark S: Strong, M: Moderate, W: Weak, Dash '-': not mapped)

	PO 1	PO 2	PO 3	PO 4	PO 5	PO 6	PO 7	PO 8	PO 9	PO 10	PO 11	PO 12
CO 1	Strong	Strong	Strong	Strong								
CO 2	Strong	Strong	Strong	Strong								

CO 3	Strong	Strong	Strong	Strong								
CO 4	Strong	Strong	Strong	Strong								

1.d Mapping of COs with PSOs (mark S: Strong, M: Moderate, W: Weak, Dash '-':not mapped)

	PSO 1	PSO 2	PSO 3	PSO 4
CO 1				
CO 2				
CO 3				
CO 4				
CO 5				

1.e Teaching and Examination Scheme (As specified by the University) for the Course

Categories	Mathematics	Computing / IT / Electronics	Humanities & Soft Skill	Social Sciences	Commerce	Management	Multidisciplinary
Tick suitable category					✓		

Subject Code	Subject Name	Teaching Scheme			Credits Assigned			
		Theory	Practical	Tutorial	Theory	TW/Practical	Tutorial	Total
	FOUNDATION COURSE- 1	100	--	--	3	-	--	

Subject Code	Subject Name	Examination Scheme							
		Theory Marks IA Test			End Sem. Exam Marks	TW	Practical	Oral	Total
		IA 1	IA 2	Sum					
	FOUNDATION COURSE- 1	20	05	25	75	--	--	--	100

1.f Faculty-Wise Distribution of all Lecture-Practical-Tutorial Hours for the Course

Divisions	Lecture (Hrs.)	Practical (Hrs.)				Tutorial (Hrs.)			
		Batch 1	Batch 2	Batch 3	Batch 4	Batch 1	Batch 2	Batch 3	Batch 4
A	2	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.

1.g Office Hours (Faculty will be available in office in this duration for solving students' query)

Division	Day	Time (at least 1 Hr. / Division)	Venue (Office Room No.)
A	Monday	4.00pm to 5.00pm	Microsoft Team (Online)

2.a Syllabus: Module Wise Teaching Hours and % Weightage in University Question Paper

Module No.	Module Title and Brief Details	Teaching Hrs. for each module	% Weightage in University Question Papers
1	Overview of Indian society	5	20
2	Concept of disparity-1	6	20
3	Concept of disparity-2	11	20
4	The Indian constitution	9	20
5	Significant aspects of political processes	9	20
* Insert rows for more modules in the Course		Total	40
			100

2.b Prerequisite Courses

No.	Semester	Name of the Course	Topic/s
1		School EVS, Civics (optional)	

2.c Relevance to Future Courses

No.	Semester	Name of the Course
1	Sem II	FC II
2	Sem	Business Ethics

2.d Real Life Application Mapping – Mention Application from Very Common Day to Day Life

No.	Real Life Application Mapping with the Course
1	As this subject is dealing with social concepts, like unity and diversity, social inequality etc. so students will get aware about their equal status, constitutional rights provided by law.
2	

3. Past Results – Division-Wise and Topic-Wise Result Based Analysis (SUBJECT INTRODUCED FOR FIRST TIME)

Details	Target Ma 2021-2022	Mar 2020-2021	Mar 2019-2020	Mar 2019-2018
Course Passing % – Average of A Divisions	100	100	100	100
Marks Obtained by Course Topper (mark/100)	95	95	85	87

	Division A
--	------------

Year	Initials of Teacher	% Result
2020-2021	RKA	100% expecting
2019-2020	RKA	100
2018-2019		

Topics which affect results negatively	Module Number	Recommendations to overcome these issues & improve result in future

4 All the Learning Resources – Books and E-Resources

4.a List of Text Books (T – Symbol for Text Books) to be Referred by Students

Sr. No	Text Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Indian Society and Culture,	Vinita Padey	Rawat Pub	1 st Ed. 2016	1-3
2	The Constitution of India,	P M Bakshi	-	2011	4-5

4.b List of Reference Books (R – Symbol for Reference Books) to be Referred by Students

Sr. No	Reference Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Introduction to constitution of India	Brij Kishore Sharma			4 and 5
2	Society in India	Ram Ahuja			1-3

4.c List of E - Books (E – Symbol for E-Books) to be Referred by Students

Sr. No	E- Book Titles	Author/s	Publisher	Edition	Module Nos.
1	The Oxford Handbook of the Indian Constitution 1529 Pages · 2016 · 11.92 MB · 24,875 Downloads· English https://www.pdfdrive.com/the-oxford-handbook-of-the-indian-constitution-e194536791.html	Sujit Choudhry & Madhav Khosla			4 & 5
2	Social Problems In India https://www.pdfdrive.com/social-problems-in-india-e89460547.html	Ram Ahuja			1, 2, 3
3					
4					

4.d**Web Links and Names of Magazines, Journals, E-journals – [VIT is member of IIT Bombay Library]**

Refer online journals subscribed in VIT library. You can also access IIT Bombay online library for journals from IITB campus.

Sr. No.	Web-Links and Names of Journals and E-Journals Recommended to Students for this Course	Web-Links and Names of Magazines Recommended to Students for this Course	Module Nos.
1	https://ndl.iitkgp.ac.in/	https://ndl.iitkgp.ac.in/result?q={%22t%22:%22search%22,%22k%22:%22indian%20constitution%20journal%22,%22s%22:[],%22b%22:{%22filters%22:[]}}}	4
2		http://ndl.iitkgp.ac.in/document/Z2Niblc1dVA3M0UwT1NWWjFiUIBwMHMxWmRBVXI1d1pzWGtScEFKN2liZz0	1, 2 and 3

4.e**Module Best Available in - Tick the best resource [from 4.a to 4.d in this AAP] & give details**

Module No.	Category (Please Tick Mark) - √						Available In VSIT Library?		Details of the Resource (i.e. Name, Chapter & Page No., etc.)
	Book			Magazine	Journals		Y	N	
	Text	Reference	E-Book		Regular	E-Journal			
1	✓	✓					✓		Module 1-4

4.f**Web Links for Online Notes/YouTube/VSIT Digital Content/VIT Lecture Capture/NPTEL Videos**

Students can view lectures by VSIT professors, captured through LMS 'Lecture Capture' in VIT campus for previous years.

No.	Websites / Links	Module Nos.
1	https://archive.mu.ac.in/myweb_test/F.Y.B.A.%20&%20B.Com%20-%20Foudation%20Course%20(Eng).pdf	
2		

4.g**Recommended MOOC Courses like Coursera / NPTEL / MIT-OCW / edX etc.**

Sr. No.	MOOC Course Link	Course conducted by – Person / University / Institute / Industry	Course Duration	Certificate (Y / N)
	Indian Society - Social Problems and Issues By Dr. Sobhana Mishra EMRC Director (Retd) Madurai Kamaraj University	Swayam	12 Weeks	Y

4.h**Recommended Value Added Courses (VAC)**

Sr. No.	Name of the Value Added Course	Conducted by – Person / Institute / Industry	Course Duration	Certificate (Y / N)

4.i Study Material Distributed among Students

Tick if distributed among students					
GQ	Notes	Digital Content	PPT	EQ (updated till the Last Exam)	Other (Write Details)
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	

5. Consolidated Course Lesson Plan

	From (date/month/year)	To (date/month/year)	Total Number of Weeks
Semester Duration	September 2021	December 2021	15

Week	Lecture no.	Module No.	Lecture Topics / IA 1 and IA 2 / BSA planned to be covered	Actual date of Completion	COs	Recommended Prior Viewing / Reading	
						Lecture No. (on LMS)	Chapter No. / Page Nos./ Books/ Web Site
	1	1	Introduction to syllabus				
	2		Overview of Indian Society, Understand the multi-cultural diversity of Indian society through its demographic composition				
	3		Population distribution according to religion, Caste and gender.				Group Discussion
	4		Appreciate the concept of linguistic diversity in relation to the Indian situation;				
	5		Understand regional variations according to rural, urban and tribal characteristics;				
	6	2	Understand the concept of disparity as arising out of stratification and inequality;				Video
	7		Class System, Caste System Estate System				
	8		Explore the disparities arising out of gender with special reference to violence against women				
	9		female foeticide (declining sex ratio)				Video

	10		Portrayal of women in media;				Poster making Activity
	11		Solution to Socio Economic Problems of women in India				Debate Activity
	12	3	Handicap or disabled person, Visually Handicapped				
	13		Auditorilly Handicapped, Orthopedically. , Mentally Challenged				
	14		Socially Handicapped & service available to them				
	15		Examine inequalities manifested due to the caste system				
	16		Measures to combat Inequality				
	17		Measures to combat Social Exclusion				
	18		inter-group conflicts				
	19		Understand inter-group conflicts arising out of communalism				
	20		Examine the causes and effects of conflicts arising out of Caste				
	21		Examine the causes and effects of conflicts arising out of Linguism				
	22		Examine the causes and effects of conflicts arising out of Regionalism				
	23	4	Preamble to the constitution				
	24		Structure of constitution				
	25		Fundamentals duties of Indian Citizen				
	26		Criticisms of fundamental duties				
	27		Concept of TOLERANCE				

	28		Importance of tolerance				
	29		Concept of Peace & Harmony				
	30		Basic features of Indian Constitution - I				Quiz
	31		Basic features of Indian Constitution – II				
	32	5	Political party System in India				
	33		Characteristics of Political party in India				
	34		URBAN: Local self-government				
	35		RURAL: Local self-government				
	36		The constitution ACT 1992, Amendments				
	37		73 rd & 74 th amendments & their implications for inclusive politics				
	38		Role of women in politics				
	39		Significance of women in politics				
	40		REVISION				

6.

Rubric for Grading and Marking of Term Work (inform students at the beginning of semester)

Lecture + Practical (% Attendance) & Marks	Assignments	Tutorial	Lab / Practical Performance	Lab Journal Assessment	Class Tests (Other than IA)	Class participation	Other (2) specifying	Total
20	20	NA	NA	NA	40	As attendance	Mid-term 20	100

--	--	--	--	--	--	--	--	--

7. Assignments / Tutorials Details (must attach print out of all questions together with AAP)

Assignment No.	Title of the Assignments / Tutorials	CO Map	Assignments given to Students on	Date of Submission
1				

Analysis of Assignment / Tutorial Questions and Related Resources

Assignment No.	Week No.	Type* (✓)			Module No.	Based on #			Question Type (✓)	
		R	UQ	OBT		Text Book	Reference Book	Other Learning Resource	MU EQ	Thought Provoking
1						✓	✓			

* Tick (✓) the Type of the Assignment: Regular (R); Unannounced Quiz (UQ) ; Open Book Test for TY/SY/MASTERS (OBT)
 # Write number for Text book, reference book, other learning resource from this AAP – from Points 4.a to 4.d

8. Internal Assessment / Other Class Test / Open Book Test (OBT)/Take Home Test (THT) Details

Tests	Test Dates	Module No.	CO Map	IA Question Paper Pattern	Policy
1 st IA Test				Q1 – MCQ - 10 Marks Q2 – 1 numerical 5 Marks Q3 – 1 numerical 5 Marks 20 marks each for IA 1 & 2	No IA Re-test IA is a Head of passing *
2nd IA Test					
Pop Quiz					
Open Book Test					
Take Home Test					
Class tests / prelims					
Class tests / prelims					
Any other test/exams					

* IA failures will have to appear for re-test in next semester

9.a Practical Activities – Regular Experiments

Practical No.	Module No.	Title of the Regular Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1					
2					
3					
4					
5					
6					
7					
8					
9					
10					

9.b Practical Activities – Newly Added Experiments

Practical No.	Module No.	Title of the Newly Added Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1					
2					

9.c Practical Activities – PBL Experiments

Practical No.	Module No.	Title of the PBL Experiments	Concepts to be highlighted	CO Map	Audit / Quality (0 to 4)
1	2	Violence Against Women and outcome		CO2	
2					

10.**Beyond Syllabus Activities for Gap Mitigation**

No.	Type of the Activity	Activities	Details – no of attendees, guest, feedback, mark sheet, report
1	Interaction with Outside World	Guest Lecture / Workshops	✓
2		Industrial Visit	
3	Test and Assessments	Class Tests – (other than IA)	
4		Mini Projects	✓
5		Pop Quiz	✓
6		Mobile App Based Quiz	
7		Open Book Test	✓
8		Take Home Test	
9	Collaborative and Group Activity	Poster Presentation	✓
10		Minute Papers	
11		Students Seminar	
12		Students Debates	✓
13		Panel Discussion / Mock GD	
14		Mock Interview	
15	Co-curricular Courses	MOOC-NPTEL/Coursera Videos	✓
16		Value Added Courses	
17		Lecture Capture Usage	

*** Do not delete any activity. Give details for planned events. Write 'NA' for activity Not Planned.**

Consolidated Academic Administration Plan Prepared by (mention all theory teaching faculty names with signature)

Reshma Ajetroa

Faculty 1 Name (Sign.)

Faculty 2 Name (Sign.)

Faculty 3 Name (Sign.)

External Industry Mentor (Sign.)

External Academic Mentor (Sign.)

VSIT Cluster Mentor Name (Sign.)

Head of Dept. (Sign.)

Version 2018-2019

The academic resources available in VSIT –

VMIS (ERP)	V-Refer and V-Live	VSIT Library	VAC & MOOC Courses
Institute & Department Vision and Mission	Former IA question papers and solutions (prepared by faculty)	Former IA question papers solutions - hardcopy	Value Added Courses (VAC) are conducted throughout the semester & in the semester break - Enrol for the VACs
Program Educational Objectives (PEO)	MU end semester examination question papers and solutions (prepared by faculty)	MU end semester exam question paper & solutions - by faculty, hardcopy	
Program Specific Outcome (PSO)	Class notes and Digital Content for the subject (scanned / typed by faculty)	All text books, reference books, e -books mentioned in the syllabus & AAP	Online courses from NPTEL, Coursera etc. are pursued throughout the semester - Register for the course & get certified
Program Outcome (PO)	Comprehensive question bank, EQ, GQ, PPT, Class Test papers	Technical journals and magazines for reference	
Departmental Knowledge Map	Academic Administration Plan & Beyond Syllabus Activity report	VSIT library is member of IIT Bombay Library	Watch former lectures captured in LMS at VSIT

1.a Course Objectives (write in detail – follow NBA guideline in this regard)

Cognitive	What do you want students to know?	It shall enable students to learn and to have a good working practice of mathematical tools for taking appropriate decisions in managerial situation
Affective	What do you want students to think / care about?	During this course students will be provided with primary knowledge regarding some Mathematical techniques to be used in managerial decision making.
Behavioural	What do you want students to be able to do?	At the end of this course students shall gain knowledge about the basic mathematical tools used in business and statistical techniques that facilitate comparison and analysis of business data.

1.b Course Outcome (CO) Statements and Module-Wise Mapping (follow NBA guideline)

CO No.	Statements	Related Module/s
CO1	To understand the concept of Introduction, Organising, data, Frequency Distribution, Data Representation.	Unit 1
CO2	To understand the concept of Measures of Central Tendencies.	Unit 2
CO3	To understand the concept of Measures of Dispersion.	Unit 3
CO4	To understand the concept of Co-variance, Correlation and Regression	Unit 4
CO5	To understand the concept of Probability, Probability Distribution and Decision Theory.	Unit 5
CO6	To understand the concept of Index Numbers.	Unit 6
CO7	To understand the concept of Insurance	Unit 7

1.c Mapping of COs with POs (mark S: Strong, M: Moderate, W: Weak, Dash '-': not mapped)

	PO 1	PO 2	PO 3	PO 4	PO 5	PO 6	PO 7	PO 8	PO 9	PO 10	PO 11	PO 12
CO 1												
CO 2												
CO 3												
CO 4												
CO 5												

1.d Mapping of COs with PSOs (mark S: Strong, M: Moderate, W: Weak, Dash '-':not mapped)

	PSO 1	PSO 2	PSO 3	PSO 4
CO 1				
CO 2				
CO 3				
CO 4				
CO 5				

1.e Teaching and Examination Scheme (As specified by the University) for the Course

Categories	Mathematics	Computing / IT / Electronics	Humanities & Soft Skill	Social Sciences	Commerce	Management	Multidisciplinary
Tick suitable category	✓				✓		

Subject Code		Teaching Scheme			Credits Assigned			
		Theory	Practical	Tutorial	Theory	TW/Practical	Tutorial	Total
BBI	Quantitative methods	75			3			3

Subject Code	Subject Name	Examination Scheme							
		Theory Marks IA Test			End Sem. Exam Marks	TW	Practical	Oral	Total
		IA 1	IA 2	Sum of IA1 and IA2					
BBI	Quantitative methods	20	05	25	75				100

1.f Faculty-Wise Distribution of all Lecture-Practical-Tutorial Hours for the Course

Divisions	Lecture (Hrs.)	Practical (Hrs.)				Tutorial (Hrs.)			
		Batch 1	Batch 2	Batch 3	Batch 4	Batch 1	Batch 2	Batch 3	Batch 4
A	3.33	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.

1.g Office Hours (Faculty will be available in office in this duration for solving students' query)

Division	Day	Time (at least 1 Hr. / Division)	Venue (Office Room No.)
A	Friday	12:30 TO 1:30	MS Teams

2.a Syllabus: Module Wise Teaching Hours and % Weightage in University Question Paper

Module No.	Module Title and Brief Details	Teaching Hrs. for each module	% Weightage in University Question Papers
1	Introduction, Organising, data, Frequency Distribution, Data Representation.	8.33	Equal
2	Measures of Central Tendencies.	8.33	Equal
3	Measures of Dispersion.	6.67	Equal
4	Co-variance, Correlation and Regression	8.33	Equal
5	Probability, Probability Distribution and Decision Theory.	8.33	Equal
6	Index Numbers.	5	Equal
7	Insurance	5	Equal
Total		50	100

2.b Prerequisite Courses

No.	Semester/CLASS	Name of the Course	Topic/s
1	FYJC (COMMERCE)	Correlation, Regression,	4, 5, 6
2	SYJC(COMMERCE)	Probability, Index Number	

2.c Relevance to Future Courses

No.	Semester	Name of the Course
1	2	MBA

2.d Real Life Application Mapping – Mention Application from Very Common Day to Day Life

No.	Real Life Application Mapping with the Course
1	Research related activities
2	Investment (Insurance)

3. Past Results – Division-Wise and Topic-Wise Result Based Analysis

Details	Target - Nov 2020	Nov 2019	Nov 2018	Nov 2017
Course Passing % – Average	100%	98.63%	93.68%	91.04%
Marks Obtained by Course Topper (mark/100)	100	97	92	93

	Division A	
Year	Initials of Teacher	% Result
Nov 2019	PSK	98.63%
Nov 2018	SSK3	93.68%
Nov 2017	SSK3	91.04%

Topics which affect results negatively	Module Number	Recommendations to overcome these issues & improve result in future
Probability	5	Practice & written assignments

4 All the Learning Resources – Books and E-Resources

4.a List of Text Books (T – Symbol for Text Books) to be Referred by Students

Sr. No	Text Book Titles	Author/s	Publisher	Edition	Module Nos.
	NA				

4.b List of Reference Books (R – Symbol for Reference Books) to be Referred by Students

Sr. No	Reference Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Mathematical Statistics	J.K. Goyal and J.N. Sharma	Krishna Prakashan	7	1-6
2	Business Mathematics and Statistics	R.K. Ghosh and S. Saha	New Central Agency Pvt. Ltd	4	1-6
3	Commerce Mathematics	Om P. Chug	Anmol Publication Ltd	2	1-6
4	Mathematics for Economics and Business	J. Soper,	Blackwell Publishing, U.S.A	9	1-6

4.c List of E - Books (E – Symbol for E-Books) to be Referred by Students

Sr. No	E- Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Quantitative Business Analysis (QBA)	Lindner and J.R. van den Brink	PDF drive	1 st	5

4.d Web Links and Names of Magazines, Journals, E-journals – [VIT is member of IIT Bombay Library]

Refer online journals subscribed in VIT library. You can also access IIT Bombay online library for journals from IITB campus.

Sr. No.	Web-Links and Names of Journals and E-Journals Recommended to Students for this Course	Web-Links and Names of Magazines Recommended to Students for this Course	Module Nos.
1	https://www.youtube.com/watch?v=f3wC8fjMV9g (permutations and combinations)		5
2	https://www.youtube.com/watch?v=PhNexztbUW0 (Baye Theorem)		5

4.e Module Best Available in - Tick the best resource [from 4.a to 4.d in this AAP] & give details

Module No.	Category (Please Tick Mark) - √					Available In VSIT Library?		Details of the Resource (i.e. Name, Chapter & Page No., etc.)	
	Book			Magazine	Journals		Y		N
	Text	Reference	E-Book		Regular	E-Journal			
1	✓		✓					Text Book (Vipul), Chapter 1-4, Pg 1-141	
2	✓		✓					Text Book (Vipul), Chapter 5-8, Pg 142-221	
3	✓		✓					Text Book (Vipul), Chapter 9-10, Pg 222-271	
4	✓		✓					Text Book (Vipul), Chapter 11, Pg 272-309	

4.f Web Links for Online Notes/YouTube/VSIT Digital Content/VIT Lecture Capture/NPTEL Videos

Students can view lectures by VSIT professors, captured through LMS 'Lecture Capture' in VIT campus for previous years.

No.	Websites / Links	Module Nos.
1.	https://www.youtube.com/watch?v=f3wC8fjMV9g	5
2.	https://www.youtube.com/watch?v=PhNexztbUW0	5

4.g Recommended MOOC Courses like Coursera / NPTEL / MIT-OCW / edX etc.

Sr. No.	MOOC Course Link	Course conducted by – Person / University / Institute / Industry	Course Duration	Certificate (Y / N)
1	Perfect your mathematics skills	Udemy Application	40 hrs	Y

4.h Recommended Value Added Courses (VAC)

Sr. No.	Name of the Value Added Course	Conducted by – Person / Institute / Industry	Course Duration	Certificate (Y / N)
	NA			

4.i Study Material Distributed among Students

Tick if distributed among students					
GQ	Notes	Digital Content	PPT	EQ (updated till the Last Exam)	Other (Write Details)
✓	☐	☐	✓	✓	

5. Consolidated Course Lesson Plan

	From (date/month/year)	To (date/month/year)	Total Number of Weeks
Semester Duration			15

Week	Lecture no.	Module No.	Lecture Topics / IA 1 and IA 2 / BSA planned to be covered	Actual date of Completion	Cos	Recommended Prior Viewing / Reading	
						Lecture No. (on LMS)	Chapter No. / Page Nos./ Books/ Web Site
1	1	1	Introduction to Syllabus and its application in day to day life				
	2	1	Introduction to Statistics and its definition				
	3	1	Introduction to presentation of data				
	4	1	Sums: Frequency distribution				
2	5	1	Graph: Histogram, Frequency curve, Frequency polygon				
	6	1	Graph: Ogive, simple bar graph, pie diagram				
	7	1	Viva/ Students activity on unit:1				
	8	1	Viva/ Students activity on unit:1				
3	9	1	Concept of Mean(A.M, Weighted, Combined) and sums related to it				
	10	1	Concept of Mean(A.M, Weighted, Combined) and sums related to it				
	11		Median: sums				
	12		Median(Calculation and graphical using Ogives)				
4	13		Mode(Calculation and Graphical using Histogram)				
	14		Test: Arithmetic Mean, Median, Mode				
	15		Sums: Quartiles, Deciles and Percentiles				
	16		Test : Quartiles, Deciles and Percentiles				

5	17	Sums: Geometric Mean, Harmonic Mean				
	18	Viva/ Students' Activity on Unit II(overall questions)				
	19	Viva/ Students' Activity on Unit II				
	20	Introduction to dispersion, good measure and sums related to range				
6	21	Quartile deviation				
	22	Introduction to Mean Deviation and sums related to it				
	23	Standard Deviation and sums related to it				
	24	Standard Deviation sums (short cut method) and Coefficient of variance				
7	25	Lorenz curve, Absolute and Relative measures of dispersion				
	26	Test: Mean Deviation, Standard Deviation and range				
	27	Viva/ Students' Activity on Unit III				
	28	Introduction to correlation & Scatter Diagram(explanation)				
8	29	Coefficient to correlation and its sums				
	30	Coefficient of Correlation for Bivariate Grouped Data				
	31	Rank correlation & related sums				
	32	Overall correlation sums				
9	33	Introduction to regression and scatter diagram method applicable here				
	34	Least Square Method				

	35	Regression Equations related sums				
	36	Regression coefficients related sums				
10	37	Viva/ Students' Activity on Unit IV				
	38	Permutations, combinations(EXPLANATION)				
	39	Introduction to Probability (covering equality of sets, empty sets, subset, universal set, complement, union, intersection)				
	40	Probability of an event, complementary events, addition theorem(concept with 1 example)				
11	41	Random variable, Expectation of an random variable				
	42	Introduction to Probability Distribution, sums related to expectation and variance				
	43	Introduction to Decision Theory & its components				
	44	Introduction to Probability Distribution, sums related to expectation and variance				
12	45	Introduction to Decision Theory & its components				
	46	Introduction to Probability Distribution, sums related to expectation and variance				
	47	Introduction to Decision Theory & its components				
	48	Introduction to Probability Distribution, sums related to expectation and variance				
13	49	Weighted Aggregate Method (laspeyre's, Paasche's and Fisher's index number)				
	50	Sums: Marshall-Edgeworth and Drowish-Bowley index numbers				
	51	Sums: laspeyre's, paasche's, marshall-edgeworth, drobish bowley				

	52		Sums: Kelley's and walsh's index number				
14	53		Introduction to Cost of Living Index Number, Sums: Aggregate Expenditure Method & Family Budget Method				
	54		Introduction to Insurance (concept of premium, policy value, bonus, lapse, paid up value, surrender value)				
	55		Sums: related to insurance				
	56		Sums: related to insurance				
15	57		Sums: related to insurance				
	58		Revision				
	59		Revision				
	60		Revision				

6. Rubric for Grading and Marking of Term Work (inform students at the beginning of semester)

Lecture + Practical (% Attendance) & Marks	Assignments	Tutorial	Lab / Practical Performance	Lab Journal Assessment	Class Tests (Other than IA)	Class participation	Other (2) specify	Total
	5 Marks							5

7. Assignments / Tutorials Details (must attach print out of all questions together with AAP)

Assignment No.	Title of the Assignments / Tutorials	CO Map	Assignments given to Students on	Date of Submission
----------------	--------------------------------------	--------	----------------------------------	--------------------

1	Measures of Central Tendencies	2	3 rd week	4 th week
2	Measures of Dispersion	3	6 th week	7 th week
3	Correlation & Regression	4	9 th week	10 th week
4	Probability Distribution	5	11 th week	12 th week
5	Index Numbers	6	14 th week	15 th week

Analysis of Assignment / Tutorial Questions and Related Resources

Assignment No.	Week No.	Type* (√)			Module No.	Based on #			Question Type (√)	
		R	UQ	OBT		Text Book	Reference Book	Other Learning Resource	MU EQ	Thought Provoking
1	4	√			1	√	√		√	
2	8	√			2	√	√		√	
3	12	√			3	√	√		√	
4	15	√			4	√	√		√	

* Tick (√) the Type of the Assignment: Regular (R); Unannounced Quiz (UQ) ; Open Book Test for TY/SY/MASTERS (OBT)

Write number for Text book, reference book, other learning resource from this AAP – from Points 4.a to 4.d

8. Internal Assessment / Other Class Test / Open Book Test (OBT)/Take Home Test (THT) Details

Tests	Test Dates	Module No.	CO Map	IA Question Paper Pattern	Policy
1 st IA Test				Q1 – MCQ - 10 Marks Q2 – 1 numerical 5 Marks Q3 – 1 numerical 5 Marks 20 marks each for IA 1 & 2	No IA Re-test
2 nd IA Test					IA is a Head of passing *
Pop Quiz	Unit wise prepared				
Open Book Test	Theory				
Take Home Test	Unit wise prepared				
Class tests / prelims					
Class tests / prelims					
Any other test/exams					

* IA failures will have to appear for re-test in next semester

9.a**Practical Activities – Regular Experiments**

Practical No.	Module No.	Title of the Regular Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1					
2					
3					
4					
5					
6					
7					
8					
9					
10					

9.b**Practical Activities – Newly Added Experiments**

Practical No.	Module No.	Title of the Newly Added Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1					
2					

9.c**Practical Activities – PBL Experiments**

Practical No.	Module No.	Title of the PBL Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1					
2					

10. Beyond Syllabus Activities for Gap Mitigation

No.	Type of the Activity	Activities	Details – no of attendees, guest, feedback, mark sheet, report
1	Interaction with Outside World	Guest Lecture / Workshops	Vedic Maths
2		Industrial Visit	
3	Test and Assessments	Class Tests – (other than IA)	Class Test on Measures of Central tendency
4		Mini Projects	
5		Pop Quiz	Unit wise
6		Mobile App Based Quiz	Indiabix.com
7		Open Book Test	Decision theory
8		Take Home Test	Topic: Index Number
9	Collaborative and Group Activity	Poster Presentation	Unit Wise
10		Minute Papers	Topic: Formula Book
11		Students Seminar	
12		Students Debates	
13		Panel Discussion / Mock GD	
14		Mock Interview	
15	Co-curricular Courses	MOOC-NPTEL/Coursera Videos	Perfect your Mathematical skills (Udemy app)
16		Value Added Courses	
17		Lecture Capture Usage	

*** Do not delete any activity. Give details for planned events. Write 'NA' for activity Not Planned.**

Consolidated Academic Administration Plan Prepared by (mention all theory teaching faculty names with signature)

Pooja Kesharwani

Faculty 1 Name (Sign.)

Faculty 2 Name (Sign.)

Faculty 3 Name (Sign.)

External Industry Mentor (Sign.)

External Academic Mentor (Sign.)

VSIT Cluster Mentor Name (Sign.)

Head of Dept. (Sign.)

Version 2020-2021 Resources available in VSIT –

VMIS (ERP)	V-Refer	VSIT Library	VAC & MOOC Courses
Institute & Department Vision and Mission	Former IA question papers and solutions (prepared by faculty)	Former IA question papers solutions - hardcopy	Value Added Courses (VAC) are conducted throughout the semester & in the semester break - Enrol for the VACs
Program Educational Objectives (PEO)	MU end semester examination question papers and solutions (prepared by faculty)	MU end semester exam question paper & solutions - by faculty, hardcopy	
Program Specific Outcome (PSO)	Class notes and Digital Content for the subject (scanned / typed by faculty)	All text books, reference books, e -books mentioned in the syllabus & AAP	Online courses from NPTEL, Coursera etc. are pursued throughout the semester - Register for the course & get certified
Program Outcome (PO)	Comprehensive question bank, EQ, GQ, PPT, Class Test papers	Technical journals and magazines for reference	
Departmental Knowledge Map	Academic Administration Plan & Beyond Syllabus Activity report	VSIT library is member of IIT Bombay Library	Watch former lectures captured in LMS at VSIT

1.a Course Objectives (write in detail – follow NBA guideline in this regard)

Cognitive	What do you want students to know?	<ol style="list-style-type: none"> To understand the basic concept of Business Communication To enhance interpersonal skills and to improve vocabulary through various sources.
Affective	What do you want students to think / care about?	<ol style="list-style-type: none"> To think about relationship between communication skills and success in life. To think about functional aspect of Communication
Behavioural	What do you want students to be able to do?	<ol style="list-style-type: none"> To be able to communicate effectively. To be able to write flawlessly To be able to have good interpersonal skills

1.b Course Outcome (CO) Statements and Module-Wise Mapping (follow NBA guideline)

CO No.	Statements	Related Module/s
CO1	To develop awareness of the complexity of the communication process	Unit 1
CO2	To develop effective Listening skills in students so as to enable them to comprehend instructions and become a critical Listener	Unit 2
CO3	To develop effective oral skills so as to enable students to speak confidently ,	Unit 3

	interpersonally as well as in large groups.	
CO4	To develop effective writing skills so as to enable students to write in a clear , concise , persuasive and audience centred manner	Unit 4
CO5	To develop ability to communicate effectively with the help of electronic media	

1.c Mapping of COs with POs (mark S: Strong, M: Moderate, W: Weak, Dash ‘-’: not mapped)

	PO 1	PO 2	PO 3	PO 4	PO 5	PO 6	PO 7	PO 8	PO 9	PO 10	PO 11	PO 12
CO 1	S	M	S									
CO 2	S	S	S									
CO 3	S	S	S									
CO 4	S	W	S									
CO 5	S	S	S									

1.d Mapping of COs with PSOs (mark S: Strong, M: Moderate, W: Weak, Dash ‘-’:not mapped)

	PSO 1	PSO 2	PSO 3	PSO 4
CO 1				
CO 2				
CO 3				
CO 4				
CO 5				

1.e Teaching and Examination Scheme (As specified by the University) for the Course

Categories	Mathematics	Computing / IT / Electronics	Humanities & Soft Skill	Social Sciences	Commerce	Management	Multidisciplinary
Tick suitable category			✓		✓		

Subject Code	Subject Name	Teaching Scheme			Credits Assigned			
		Theory	Practical	Tutorial	Theory	TW/Practical	Tutorial	Total
UBMS204	Business Communication - II	75	-	-	02	01	-	3

Subject Code	Subject Name	Examination Scheme								
		Theory Marks			IA Test	End Sem.	TW	Practical	Oral	Total
		IA	IA 2	Sum of						

		1		IA1 and IA2	Exam Marks				
UBMS204	Business Communication - II	20	05	25	75	-	-	-	100

1.f Faculty-Wise Distribution of all Lecture-Practical-Tutorial Hours for the Course

Divisions	Lecture (Hrs.)	Practical (Hrs.)				Tutorial (Hrs.)			
		Batch 1	Batch 2	Batch 3	Batch 4	Batch 1	Batch 2	Batch 3	Batch 4
A	2	1.5	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.
B	2	1.5	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.
C	2	1.5	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.
F	2	1.5	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.

1.g Office Hours (Faculty will be available in office in this duration for solving students' query)

Division	Day	Time (at least 1 Hr. / Division)	Venue (Office Room No.)
A	Monday	12.30 p.m to 1.30 p.m	Staff room

2.a Syllabus: Module Wise Teaching Hours and % Weightage in University Question Paper

Module No.	Module Title and Brief Details	Teaching Hrs. for each module	% Weightage in University Question Papers
1	Theory of Communication	8 Hrs	25%
2	Barriers in Communication	8 Hrs	25%
3	Business Correspondence	10 Hrs	25%
4	Language and Writing Skills	10.5 Hrs	25%
* Insert rows for more modules in the Course Total		36.5 Hrs	100%

2.b Prerequisite Courses

No.	Semester	Name of the Course	Topic/s
1	1	Business Communication - I	All

2.c Relevance to Future Courses

No.	Semester	Name of the Course
1	1	Masters of Management Studies
2		Masters in Business Administration

2.d Real Life Application Mapping – Mention Application from Very Common Day to Day Life

No.	Real Life Application Mapping with the Course
1	Business Communication and communication is a part and parcel of life. In real life the success depends on the ability to communicate effectively.
2	The subject forms the basis of all other subjects. If a student can express their ideas in an effective manner only then they can survive.
3	

3. Past Results – Division-Wise and Topic-Wise Result Based Analysis

Details	Target - Dec 2020	Dec 2019	Dec 2018
Course Passing % – Average of 3 Divisions	100%	95.08%	
Marks Obtained by Course Topper (mark/100)	85		

Year	Initials of Teacher	% Result
Dec 2020	Dr. Pawar	
Dec 2019	Snehaprabha Katti	95.08%
Dec 2018	Dhvani	

Topics which affect results negatively	Module Number	Recommendations to overcome these issues & improve result in future
Business Correspondence	3	Written practice
Language and Writing Skills	4	Written practice and examples

4 All the Learning Resources – Books and E-Resources

4.a List of Text Books (T – Symbol for Text Books) to be Referred by Students

Sr. No	Text Book Titles	Author/s	Publisher	Edition Year of Publication	Module Nos.
1	Effective Communication	Balan,K.R. and Rayudu C.S.	Beacon New Delhi	1996	All
2.	Business Communication, today	BoveeCourtland,L and Thrill, John V	McGraw Hill, New York, Taxman Publication	1989	All
3.	Modern Business Correspondence	Garlside, L.E.	McDonald and Evans Ltd. Plymouth.	1980	III

4.b List of Reference Books (R – Symbol for Reference Books) to be Referred by Students

Sr. No	Reference Book Titles	Author/s	Publisher	Edition	Module Nos.
1	<i>Business Communication</i>	Meenakshi Raman & Prakash Singh	Oxford University Press		III and IV
2	<i>Professional communication</i>	Aruna Koneru	Tata McGraw Hill		III and IV
3	<i>Business Communication - II</i>	Rhoda A Doctor, Aspi H. Doctor et al	Sheth		ALL

4.c List of E - Books (E – Symbol for E-Books) to be Referred by Students

Sr. No	E- Book Titles	Author/s	Publisher	Edition	Module Nos.
1.	Modern Business, Vol. 12 http://library.umac.mo/ebooks/b31303316.pdf	Harrison McJohnston, A.M	Alexander Hamilton Institute, New York	I	III and IV
2	Basic Communication	Albert Nothnagel	Smashwords	I	I & II
3	The Art of Writing and Speaking the English Language.	Sherwin Cody	The Old Greek Press-2013	I	III & IV
4	Business Communication online notes Unit I- https://rapodar.ac.in				

4.d Web Links and Names of Magazines, Journals, E-journals – [VIT is member of IIT Bombay

Library]

Refer online journals subscribed in VIT library. You can also access IIT Bombay online library for journals from IITB campus.

Sr. No.	Web-Links and Names of Journals and E-Journals Recommended to Students for this Course	Web-Links and Names of Magazines Recommended to Students for this Course	
1	International Journal of Marketing and Business Communication http://www.publishingindia.com/ijmbc/	Competition Success- Magazine	
2	International Journal of Business Communication https://journals.sagepub.com/home/job		

4.e Module Best Available in - Tick the best resource [from 4.a to 4.d in this AAP] & give details

Module No.	Category (Please Tick Mark) - √						Available In VSIT Library?		Details of the Resource (i.e. Name, Chapter & Page No., etc.)
	Book			Magazine	Journals		Y	N	
	Text	Reference	E-Book		Regular	E-Journal			
1		✓					✓	Semester II, Sheth Publishers Pvt. Ltd. By Rhoda A. Doctor, Aspi H. Doctor et al	

4.f Web Links for Online Notes/YouTube/VSIT Digital Content/VIT Lecture Capture/NPTEL Videos

Students can view lectures by VSIT professors, captured through LMS 'Lecture Capture' in VIT campus for previous years.

No.	Websites / Links	Module Nos.
1	Digital Content (live.vsit.edu.in)	1-4
2	PPTs	1-4

4.g Recommended MOOC Courses like Coursera / NPTEL / MIT-OCW / edX etc.

Sr. No.	MOOC Course Link	Course conducted by – Person / University / Institute / Industry	Course Duration	Certificate (Y / N)
1	Business Communication Crash Course https://www.udemy.com/business-communication-crash-course/	Eleventure Team	60 lectures	Y

4.h Recommended Value Added Courses (VAC)

Sr. No.	Name of the Value Added Course	Conducted by – Person / Institute / Industry	Course Duration	Certificate (Y / N)
I	In Communication	Institute	10 Hrs	Y

4.i Study Material Distributed among Students

Tick if distributed among students					
GQ	Notes	Digital Content	PPT	EQ (updated till the Last Exam)	Other (Write Details)
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Solutions of the Regular and ATKT Exams written by the Faculty Members-

5. Consolidated Course Lesson Plan

	From (date/month/year)	To (date/month/year)	Total Number of Weeks
Semester Duration	November 2019	April 2019	15

Week No.	Lecture no.	Module No.	Lecture Topics / IA 1 and IA 2 / BSA planned to be covered	Actual date of Completion	COs	Recommended Prior Viewing / Reading	
						Lecture No. (on LMS)	Chapter No. / Page Nos. / Books / Web Site
1	1	I	Concept of communication- meaning, definition, process, need and feedback		CO 1		
	2	I	Emergence of communication as a key concept in the corporate and Global world. Impact of Technological Advancement on Communication.		CO 1		
	3	I	P1 -Practicals- Introduction of self (B1&B2)		CO 3		
2	5	II	Channels of communication-formal channels		CO		

					1		
	6	II	Formal Channels		CO 1		
	7	II	P2- Introduction of Others (B1&B2)		CO 3		
3	8	II	Informal Channels (Grapevine) Diagonal channel.		CO 1		
	9	II	Objectives of communication- information, order ,advice , Instruction (Open Bok Test)		CO 1		
	10	II	P2- Introduction of Others (B1&B2)		CO 3		
4	11	III	Education, warning and boosting the morale of employees		CO 1		
	12	II	Methods of communication- verbal communication , characteristics of verbal communication ,		CO 3		
	13	II	P4- Non Verbal Communication(B1&B2)		CO 3		
5	14	II	Non Verbal Communication –Its characteristics		CO 3		
	15	II	Business etiquette – Skit		CO 3		
	16	II	P5- Non Verbal Communication(B1`&B2)		CO 3		
6	17	II	Modes of communication- telephone and sms communication Fax , Computers and E commerce		CO 5		
	18	II	Video conferencing ,Satellite Conferencing (Minute Paper) 15 mins		CO 5		

	19		P6- Listening Skills(B1&B2)		CO 2		
7	20		Revision		CO 2		
	21	II	Problems or barriers in communication. Physical ,Semantic Barriers and ways to overcome them		CO 1		
	22	II	P7- Effective Email Writing(B1&B2)		CO 5		
8	23	II	Socio-cultural barriers, Organizational and ways to overcome them		CO 1		
	24	II	Cross-cultural barriers and ways to overcome		CO 1		
	25	II	P8- Effective Email Writing (B1&b2)		CO 5		
9	26	III	Listening- importance of listening skills. Cultivating good listening skills (Video will be shown)		CO 2		
	27	II	Introduction to Business ethics- concept and interpretation. Business Ethics and personal Integrity at workplace(Video). Business ethics and Media (Quiz)		CO 3		
	28	II	P9- Letter of Application with Resume (B1&B2)		CO 4		
10	29		Computer ethics and corporate social responsibility. Surrogate advertising(Video), Patents		CO 3		
	30		Intellectual Property Rights . Human Rights violation, discrimination on the basis of gender , race , religion		CO 3		
	31	II	P10- Letter of Job Acceptance (B1&B2_)		CO 4		

11	32	II	Piracy, Insurance ,child labour		CO 3		
	33	II	Theory of Business Letter Writing: Parts- Standard and Optional parts		CO 4		
	34	II	P1-Leeter of Promotion (B1&B2)		CO 4		
12	35		Structure, Layouts- Full Block, Modified Block Class Test-1/2 Hour		CO 4		
	36	III	Principles of effective Email Writing Statement of Purpose		CO 5		
	37	III	P12- Letter of Resignation(B1&B2)		CO 4		
13	38	III	Job Application/Resume writing		CO 4		
	39	III	Letters of Appointment and Promotion		CO 4		
	40		P13- Letters of Termination(B1&B2)		CO 4		
14	41	II	Letters of Recommendation and Resignation		CO 4		
	42	III	Letters of Termination Revision (THT)		CO 4		
	43	III	P14- Statement OF Purpose (B1&B2)		CO 4		
15	44	III	Commercial Terms used in Business Communication: Paragraph Writing		CO 3		

	45	III	Paragraph Writing-developing an idea , use of appropriate linking device , cohesion and coherence and self editing		CO 4		
	46	III	P15- Revision Letters		CO 4		
16	47	IV	Paragraph Writing-developing an idea , use of appropriate linking device , cohesion and coherence and self editing		CO 4		
	48	IV	Paragraph Writing-developing an idea , use of appropriate linking device , cohesion and coherence and self editing		CO 4		
	49	IV	Interpretation of Technical data		CO 4		
	50	IV	Revision		CO 4		
	51		Revision		C1 to C4		
	52		Revision		C1 To c4		

6. Rubric for Grading and Marking of Term Work (inform students at the beginning of semester)

Lecture + Practical (% Attendance) & Marks	Assign- ments	Tutorial	Lab / Practical Performanc e	Lab Journal Assessmen t	Class Tests (Other than IA)	Class participa tion	Other (2) specify	Tota l
						5		5

7. Assignments / Tutorials Details (must attach print out of all questions together with AAP)

Assignment No.	Title of the Assignments / Tutorials	CO Map	Assignments given to Students on	Date of Submission
1	Assignment 1) Process of communication and importance of feedback .2) Impact of technological advancement on Communication	CO1	Week 3	Week 4
2	Assignment 2—1) Methods of Verbal communication 2) State and explain formal channels of communication	CO1	Week 6	Week 7
3	Assignment 3- 1) Importance of Listening skills and cultivating effective Listening skills	CO2	Week 9	Week 10
4	Assignment 4- 1) Job Application with Resume	CO4	Week 12	Week 13
5	Assignment 5-Personal correspondence	CO4	Week 14	Week 15s

Analysis of Assignment / Tutorial Questions and Related Resources

Assignment No.	Week No.	Type* (√)			Module No.	Based on #			Question Type (√)	
		R	UQ	OBT		Text Book	Reference Book	Other Learning Resource	MU EQ	Thought Provoking
1	Week 1	<input checked="" type="checkbox"/>			1				<input checked="" type="checkbox"/>	
2	Week 5				2				<input checked="" type="checkbox"/>	
3	Week 8				3				<input checked="" type="checkbox"/>	
4	Week 10				4				<input checked="" type="checkbox"/>	

* Tick (√) the Type of the Assignment: Regular (R); Unannounced Quiz (UQ) ; Open Book Test for TY/SY/MASTERS (OBT)

Write number for Text book, reference book, other learning resource from this AAP – *from Points 4.a to 4.d*

8. Internal Assessment / Other Class Test / Open Book Test (OBT)/Take Home Test (THT) Details

Tests	Test Dates	Module No.	CO Map	IA Question Paper Pattern	Policy
1 st IA Test	December 2020 end or Mid of	I and II		Q1 – MCQ - 10 Marks Q2 – 1 numerical 5 Marks	No IA Re-test

	January 2021			Q3 – 1 numerical 5 Marks 20 marks each for IA 1 & 2	IA is a Head of passing *
2nd IA Test					
Pop Quiz	9TH week	II	CO1		
Open Book Test	3 rd week	I	CO1		
Take Home Test	14 TH week	III	CO4		
Class tests / prelims	Minute paper 6 th week	I	CO5		
Debate		II	CO2		
Poster Competition	10 th week	II	CO3		

* IA failures will have to appear for re-test in next semester

9.a Practical Activities – Regular Experiments

Practical No.	Module No.	Title of the Regular Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1	I	Introduction of self	Oral communication	CO3	
2	I	Introduction of Others	Oral communication	CO3	
3	I	Non Verbal Communication	Oral Communication	CO3	
4	II	Listening Skills	Critical Listening	CO2	
5	III	Email Writing	Written Communication with the help of Electronic Media	CO5	
6	III	Resume Building	Written Communication (effective way of Resume Building)	CO4	
7	III	Personal Correspondence	Written Communication	CO4	

9.b Practical Activities – Newly Added Experiments

Practical No.	Module No.	Title of the Newly Added Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
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1		Blog Writing / Vlog making	Writing Skills	CO4	
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9.c Practical Activities – PBL Experiments

Practical No.	Module No.	Title of the PBL Experiments	Concepts to be highlighted	CO Map	Audit / Quality (0 to 4)
1	III	Case study Analysing resumes of renowned personalities	Effective Written Communication	CO4	

10. Beyond Syllabus Activities for Gap Mitigation

No.		Activities	Details – no of attendees, guest, feedback, mark sheet, report
1	Interaction with Outside World	Guest Lecture / Workshops	7 th Week
2	Test and Assessments	Class Tests – (other than IA)	6 th week
3		Pop Quiz	9 th Week
4		Open Book Test	3 rd Week
5		Take Home Test	14 th Week
6	Collaborative and Group Activity	Students Debates	
7		Panel Discussion / Mock GD	
8		Mock Interview	
9	Co-curricular Courses	Videos	
10		Room 101 Competition	

*** Do not delete any activity. Give details for planned events. Write ‘NA’ for activity Not Planned.**

Consolidated Academic Administration Plan Prepared by (mention all theory teaching faculty names with signature)

Rumeli Sharma

Snehaprabha Katti

Lakshmi Pillai

Faculty 1 Name (Sign.)
Name (Sign.)

Faculty 2 Name (Sign.)

Faculty 3

External Industry Mentor (Sign.)
Mentor (Sign.)

External Academic

Rumeli Sharma

Santosh Gupta

VSIT Cluster Mentor Name (Sign.)
(Sign.)

Head of Dept.

Version 2017-2

The academic resources available in VSIT –

VMIS (ERP)	V-Refer and V-Live	VSIT Library	VAC & MOOC Courses
Institute & Department Vision and Mission	Former IA question papers and solutions (prepared by faculty)	Former IA question papers solutions - hardcopy	Value Added Courses (VAC) are conducted throughout the semester & in the semester break - Enrol for the VACs
Program Educational Objectives (PEO)	MU end semester examination question papers and solutions (prepared by faculty)	MU end semester exam question paper & solutions - by faculty, hardcopy	
Program Specific Outcome (PSO)	Class notes and Digital Content for the subject (scanned / typed by faculty)	All text books, reference books, e -books mentioned in the syllabus & AAP	Online courses from NPTEL, Coursera etc. are pursued throughout the semester - Register for the course & get certified
Program Outcome (PO)	Comprehensive question bank, EQ, GQ, PPT, Class Test papers	Technical journals and magazines for reference	
Departmental Knowledge Map	Academic Administration Plan & Beyond Syllabus Activity report	VSIT library is member of IIT Bombay Library	Watch former lectures captured in LMS at VSIT

1.a Course Objectives (write in detail – follow NBA guideline in this regard)

Cognitive	What do you want students to know?	To acquire an in-depth knowledge and understanding of Business Environment understanding political, legal, Social, cultural, Technological and Competitive environment.
Affective	What do you want students to think / care about?	To consider various aspects of the business operation and activity, understanding about international environment for the business.
Behavioural	What do you want students to be able to do?	To outline the current challenges in business Environment and possess skills to propose solutions and ways to overcome them.

1.b Course Outcome (CO) Statements and Module-Wise Mapping (follow NBA guideline)

CO No.	Statements	Related Module/s
CO1	Will gain a deep understanding of the theoretical and conceptual understanding of business environment and different form of business organization. Micro and Macro environment which affects the business and its operations.	Unit 1
CO2	Will be able to identify, analyse, and evaluate political and Legal environment and impact of business in private sectors, Legal framework in India.,.	Unit 2
CO3	Will be able to understand how Social, Cultural Environment, Technological environment, Competitive Environment affects the business.	Unit 3
CO4	Will be able to understand International Environment of the business organisations.	Unit 4

1.c Mapping of COs with POs (mark S: Strong, M: Moderate, W: Weak, Dash ‘-’: not mapped)

	PO 1	PO 2	PO 3	PO 4	PO 5	PO 6	PO 7	PO 8	PO 9	PO 10	PO 11	PO 12
CO 1												
CO 2												

CO 3												
CO 4												
CO 5												

1.d Mapping of COs with PSOs (mark S: Strong, M: Moderate, W: Weak, Dash '-':not mapped)

	PSO 1	PSO 2	PSO 3	PSO 4
CO 1				
CO 2				
CO 3				
CO 4				
CO 5				

1.e Teaching and Examination Scheme (As specified by the University) for the Course

Categories	Mathematics	Computing / IT / Electronics	Humanities & Soft Skill	Social Sciences	Commerce	Management	Multidisciplinary
Tick suitable category						✓	

Subject Code	Subject Name	Teaching Scheme			Credits Assigned			
		Theory	Practical	Tutorial	Theory	TW/Practical	Tutorial	Total
		75	--	--	3	-	-	3

Subject Code	Subject Name	Examination Scheme							
		Theory Marks IA Test			End Sem. Exam Marks	TW	Practical	Oral	Total
		IA 1	IA 2	SUM of IA1 and IA2					
		20	5	25	75	-	-	-	100

1.f Faculty-Wise Distribution of all Lecture-Practical-Tutorial Hours for the Course

Divisions	Lecture (Hrs.)	Practical (Hrs.)				Tutorial (Hrs.)			
		Batch 1	Batch 2	Batch 3	Batch 4	Batch 1	Batch 2	Batch 3	Batch 4
B	3.33	-	-	-	-	-	-	-	-

1.g Office Hours (Faculty will be available in office in this duration for solving students' query)

Division	Day	Time (at least 1 Hr. / Division)	Venue (Office Room No.)
B	Thursday	11:00 am : 12.00am	Staffroom

2.a Syllabus : Module Wise Teaching Hours and % Weightage in University Question Paper

Module No.	Module Title and Brief Details	Teaching Hrs. for each module	% Weightage in University Question Papers
1	Introduction to Business Environment	60*50 MIN/60=12.5	25%
2	Political and Legal Environment	60*50 MIN/60=12.5	25%
3	Social and Cultural Environment, Technological Environment and Competitive Environment.	60*50 MIN/60=12.5	25%
4	International Environment	60*50 MIN/60=12.5	25%
* Insert rows for more modules in the Course		Total	60
			100

2.b Prerequisite Courses

No.	Semester	Name of the Course	Topic/s
1	1	OC-SYJC	Commerce and Understanding of Business

2.c Relevance to Future Courses

No.	Semester	Name of the Course
1		B.Com, M.Com.
2		MBA

2.d Real Life Application Mapping – Mention Application from Very Common Day to Day Life

No.	Real Life Application Mapping with the Course
1	Understand and apply the basic principal and understanding business environment and requirement to start business.
2	Applying the Political and legal understanding to start a business.
3	Understanding the environment of the business and scanning the environment and to find opportunities and threats.

3. Past Results – Division-Wise and Topic-Wise Result Based Analysis

Details	Target – March 2018	March-2017	March- 2016	March 2015
Course Passing % – Average of 3 Divisions	100%			
Marks Obtained by Course Topper (mark/100)				

Year	Division A		Division B		Division C	
	Initials of Teacher	% Result	Initials of Teacher	% Result	Initials of Teacher	% Result

March-2017						
March-2016						
March-2015						

Topics which affect results negatively	Module Number	Recommendations to overcome these issues & improve result in future
International environment	1	Continuous reading and writing practice

4 All the Learning Resources – Books and E-Resources

4.a List of Text Books (T – Symbol for Text Books) to be Referred by Students

Sr. No	Text Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Business Environment	Shukla M.B.	Himalaya		1 to 4
2	The International Business Environment,	Morrison J	Palgrav		4
3	Business Environment	Francis Cherunilam	Himalaya Publishing House, New Delhi		1 to 4
4	Business Environment	Raj Aggarwal	Excel Books, Delhi		1 to 4
5	Essentials of Business Environment	K. Aswathappa	Himalaya Publishing House, New Delhi		1 to 4

4.b List of Reference Books (R – Symbol for Reference Books) to be Referred by Students

Sr. No	Reference Book Titles	Author/s	Publisher	Edition	Module Nos.
1	The International Business Environment,	Morrison J,	Palgrave		4
2	Business Environment	Francis Cherunilam	Himalaya Publishing House, New Delhi		1-4
3	Essentials of Business Environment	K. Aswathappa,	Himalaya Publishing House, New Delhi Delhi		1-4
4	International Marketing	RajGopal	Vikas Publishing House Pvt. Ltd.,	2007	4
5	International Marketing Analysis and Strategy,	Sak Onkvisit, John J.Shaw,	Pearson Publication,	3	4
6	International Marketing Text and Cases,	Justin Paul and Ramneek Kapoor	Tata Mcgraw Hill Education Private Limited New Delhi	2	1-4
7	Business Environment	Raj Aggarwal	Excel Books, Delhi	1 & 2	1-4

4.c List of E - Books (E – Symbol for E-Books) to be Referred by Students

Sr. No	E- Book Titles	Author/s	Publisher	Edition	Module Nos.
1	https://www.amazon.in/Business-Environment-C-Fernando-ebook/dp/B00BXEYC9M	C- Fernando			
2					
3					
4					

4.d Web Links and Names of Magazines, Journals, E-journals – [VIT is member of IIT Bombay Library]

Refer online journals subscribed in VIT library. You can also access IIT Bombay online library for journals from IITB campus.

Sr. No	Web-Links and Names of Journals and E-Journals Recommended to Students for this Course	Web-Links and Names of Magazines Recommended to Students for this Course	Module Nos.
1	http://www.inderscience.com/jhome.php?jcode=ijbe		4
2	http://www.businessdictionary.com/definition/business-environment.html		1-4
3	https://www.journals.elsevier.com/journal-of-environmental-management		1-2

4.e Module Best Available in - Tick the best resource [from 4.a to 4.d in this AAP] & give details

Module No.	Category (Please Tick Mark) - √						Available In VIT Library?		Details of the Resource (i.e. Name, Chapter & Page No., etc.)
	Book			Magazine	Journals		Y	N	
	Text	Reference	E-Book		Regular	E-Journal			
1	✓	✓					✓		
2	✓	✓					✓		
3	✓	✓					✓		
4	✓	✓					✓		

4.f Web Links for Online Notes/YouTube/VIT Digital Content/VIT Lecture Capture/NPTEL Videos

Students can view lectures by VIT professors, captured through LMS 'Lecture Capture' in VIT campus for previous years.

No.	Websites / Links	Module Nos.
1	Soft Copy Notes	1-4
2	PPTs	1-4
3	Graded Questions	1-4

4.g Recommended MOOC Courses like Coursera / NPTEL / MIT-OCW / edX etc.

Sr. No.	MOOC Course Link	Course conducted by – Person / University / Institute / Industry	Course Duration	Certificate (Y / N)
1				

4.h Recommended Value Added Courses (VAC)

Sr. No.	Name of the Value Added Course	Conducted by – Person / Institute / Industry	Course Duration	Certificate (Y / N)
1				

4.i Study Material Distributed among Students

Tick if distributed among students					
GQ	Notes	Digital Content	PPT	EQ (updated till the Last Exam)	Other (Write Details)
<input checked="" type="checkbox"/>			<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	

5. Consolidated Course Lesson Plan

	From (date/month/year)	From (date/month/year)	Total Number of Weeks
Semester Duration	December 2017	March 2018	13

Week	Lecture no.	Module No.	Lecture Topics / IA 1 and IA 2 / BSA planned to be covered	Actual date of Completion	COs	Recommended Prior Viewing / Reading	
						Lecture No. (on LMS)	Chapter No. / Page Nos./ Books/ Web Site
1	1		Introduction to Business Environment		CO1		
	2		Business: Meaning, Definition, Nature & Scope.		CO1		
	3		Types of Business Organizations		CO1		
	4		Business Environment: Meaning, Characteristics.		CO1		
2	5		Scope and Significance of Business Environment		CO1		

	6	Components of Business Environment		CO1		
	7	Micro and Macro Environment: Definition, Differentiation.		CO1		
	8	Analysis of Business Environment		CO1		
3	9	SWOT Analysis		CO1		
	10	Introduction to Micro-Environment.		CO1		
	11	Internal Environment: Value system, Mission, Objectives, Organizational Structure.		CO1		
	12	Organizational Resources, Company Image, Brand Equity		CO1		
4	13	External Environment: Firm, customers, suppliers, distributors, Competitors, Society		CO1		
	14	Introduction to Macro Components: Demographic, Natural, Political, Social. Cultural, Economic, Technological		CO1		
	15	International and Legal.		CO1		
	16	Political and Legal environment		CO2		
5	17	Political Institutions: Legislature, Executive		CO2		
	18	Role of government in Business		CO2		
	19	Judiciary Legal framework in India.		CO2		
	20	Economic environment: economic system and economic policies.		CO2		
6	21	Concept of Capitalism, Socialism and Mixed Economy		CO2		
	22	Impact of business on Private sector, Public sector and Joint sector		CO2		

	23	Impact of business on Private sector, Public sector and Joint sector		CO2		
	24	Sun-rise sectors of India Economy. Challenges of Indian economy.		CO2		
7	25	Sun-rise sectors of India Economy. Challenges of Indian economy.		CO3		
	26	Concept of Capitalism, Socialism and Mixed Economy		CO3		
	27	Concept of Capitalism, Socialism and Mixed Economy		CO3		
	28	Legal framework in India.		CO3		
8	29	Legal framework in India.		CO3		
	30	Revision Concept of Capitalism, Socialism and Mixed Economy		CO3		
	31	Social and Cultural Environment, Technological environment and Competitive Environment.		CO4		
	32	Social and Cultural Environment: Nature, Impact of foreign culture on Business,		CO4		
9	33	Impact of foreign culture on Business		CO4		
	34	Traditional Values and its Impact		CO4		
	35	Social Audit - Meaning and Importance of Corporate Governance		CO4		
	36	Social Responsibility of Business		CO4		
10	37	Technological environment: Features		CO4		
	38	Impact of technology on Business .		CO4		
	39	Impact of technology on Business .		CO4		

	40	Competitive Environment: Meaning		CO4		
11	41	Michael Porter's Five Forces Analysis,		CO4		
	42	Michael Porter's Five Forces Analysis,		CO4		
	43	Competitive Strategies		CO4		
	44	Competitive Strategies		CO4		
12	45	Competitive Strategies		CO4		
	46	International Environment		CO5		
	47	GATT/ WTO: Objective and Evolution of GATT Functions of WTO		CO5		
	48	Uruguay round		CO5		
13	49	GATT v/s WTO		CO5		
	50	Pros and Cons of WTO.		CO5		
	51	Globalization: Meaning features of Globalization		CO5		
	52	Nature and stages of Globalization		CO5		
14	53	Foreign Market entry strategies		CO5		
	54	LPG model		CO5		
	55	MNCs: Definition, meaning		CO5		
	56	Merits, demerits of MNCs in India		CO5		
15	57	FDI: Meaning, FDI concepts and functions, Need for FDI in developing countries.		CO5		

	58		Factors influencing FDI, FDI operations in India.		CO5		
	59		Challenges faced by International Business and Investment Opportunities for Indian Industry.		CO5		
	60		Revision		CO5		

6. Rubric for Grading and Marking of Term Work (inform students at the beginning of semester)

Lecture + Practical (% Attendance) & Marks	Assignments	Tutorial	Lab / Practical Performance	Lab Journal Assessment	Class Tests (Other than IA)	CLASS PARTICIPATION	Other (2) specify	Total
						5		5

7. Assignments / Tutorials Details (must attach print out of all questions together with AAP)

Assignment No.	Title of the Assignments / Tutorials	CO Map	Assignments given to Students on	Date of Submission
1	Business Environment: Meaning, Characteristics.	1	Lecture no 4	After 4 Lecturers
2	Role of government in Business	2	Lecture no18	After 4 Lecturers
3	Concept of Capitalism, Socialism and Mixed Economy	3	Lecture no30	After 4 Lecturers
4	Uruguay round	4	Lecture no48	After 4 Lecturers

Analysis of Assignment / Tutorial Questions and Related Resources

Assignment No.	Week No.	Type* (√)	Module No.	Based on #	Question Type (√)
----------------	----------	-----------	------------	------------	-------------------

		R	UQ	OBT		Text Book	Reference Book	Other Learning Resource	MU EQ	Thought Provoking
1										
2										
3										
4										

* Tick (✓) the Type of the Assignment: Regular (R); Unannounced Quiz (UQ) ; Open Book Test for TY/SY/MASTERS (OBT)

Write number for Text book, reference book, other learning resource from this AAP – from Points 4.a to 4.d

8. Internal Assessment / Other Class Test / Open Book Test (OBT)/Take Home Test (THT) Details

Tests	Test Dates	Module No.	CO Map	IA Question Paper Pattern	Policy
1 st IA Test				Q1 – MCQ - 10 Marks Q2 – 1 numerical 5 Marks Q3 – 1 numerical 5 Marks 20 marks each for IA 1 & 2	No IA Re-test
2 nd IA Test					IA is a Head of passing *
Pop Quiz					
Open Book Test					
Take Home Test					
Class tests / prelims					
Class tests / prelims					
Any other test/exams					

* IA failures will have to appear for re-test in next semester

9.a Practical Activities – Regular Experiments

Practical No.	Module No.	Title of the Regular Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1					
2					
3					

4					
5					
6					
7					
8					
9					
10					

9.b Practical Activities – Newly Added Experiments

Practical No.	Module No.	Title of the Newly Added Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1					
2					

9.c Practical Activities – PBL Experiments

Practical No.	Module No.	Title of the PBL Experiments	Concepts to be highlighted	CO Map	Audit / Quality (0 to 4)
1	1	Setting up new business with the best possible modes and under various constrains	Business Environment factors	CO1	4
2	2	Legal rules and Regulation to set up a business.	Political and Legal environment	CO2	4

10. Beyond Syllabus Activities for Gap Mitigation

No.	Type of the Activity	Activities	Details – no of attendees, guest, feedback, mark sheet, report
1	Interaction with Outside World	Guest Lecture / Workshops	
2		Industrial Visit	
3	Test and Assessments	Class Tests – (other than IA)	
4		Mini Projects	
5		Pop Quiz	

6		Mobile App Based Quiz	
7		Open Book Test	
8		Take Home Test	
9	Collaborative and Group Activity	Poster Presentation	
10		Minute Papers	
11		Students Seminar	
12		Students Debates	
13		Panel Discussion / Mock GD	
14		Mock Interview	
15	Co-curricular Courses	MOOC-NPTEL/Coursera Videos	As and when desired
16		Value Added Courses	
17		Lecture Capture Usage	
18		Class Activity	Lecture 45

*** Do not delete any activity. Give details for planned events. Write 'NA' for activity Not Planned.**

Consolidated Academic Administration Plan Prepared by (mention all theory teaching faculty names with signature)

Santosh Gupta

Faculty 2 Name (Sign.)

Faculty 3 Name (Sign.)

External Industry Mentor (Sign.)

External Academic Mentor (Sign.)

VSIT Cluster Mentor Name (Sign.)

Head of Dept. (Sign.)

Version 2019-2020

The academic resources available in VSIT –

VMIS (ERP)	V-Refer and V-Live	VSIT Library	VAC & MOOC Courses
Institute & Department Vision and Mission	Former IA question papers and solutions (prepared by faculty)	Former IA question papers solutions - hardcopy	Value Added Courses (VAC) are conducted throughout the semester & in the semester break - Enrol for the VACs
Program Educational Objectives (PEO)	MU end semester examination question papers and solutions (prepared by faculty)	MU end semester exam question paper & solutions - by faculty, hardcopy	
Program Specific Outcome (PSO)	Class notes and Digital Content for the subject (scanned / typed by faculty)	All text books, reference books, e -books mentioned in the syllabus & AAP	Online courses from NPTEL, Coursera etc. are pursued throughout the semester - Register for the course & get certified
Program Outcome (PO)	Comprehensive question bank, EQ, GQ, PPT, Class Test papers	Technical journals and magazines for reference	
Departmental Knowledge Map	Academic Administration Plan & Beyond Syllabus Activity report	VSIT library is member of IIT Bombay Library	Watch former lectures captured in LMS at VSIT

1.a Course Objectives (write in detail – follow NBA guideline in this regard)

Cognitive	What do you want students to know?	It shall enable students to learn and to have a good working practice of mathematical tools for taking appropriate decisions in managerial situation
Affective	What do you want students to think / care about?	During this course students will be provided with primary knowledge regarding some Mathematical techniques to be used in managerial decision making.
Behavioural	What do you want students to be able to do?	At the end of this course students shall gain knowledge about the basic mathematical tools used in business and statistical techniques that facilitate comparison and analysis of business data.

1.b Course Outcome (CO) Statements and Module-Wise Mapping (follow NBA guideline)

CO No.	Statements	Related Module/s
CO1	To understand the concept of Ratio, Proportion & Percentage	Unit 1
CO2	To understand the concept of profit & loss	Unit 2
CO3	To understand the concept of interest & Annuity	Unit 3
CO4	To understand the concept of Shares and Mutual Fund	Unit 4

1.c Mapping of COs with POs (mark S: Strong, M: Moderate, W: Weak, Dash '-': not mapped)

	PO 1	PO 2	PO 3	PO 4	PO 5	PO 6	PO 7	PO 8	PO 9	PO 10	PO 11	PO 12
CO 1												
CO 2												
CO 3												
CO 4												
CO 5												

1.d**Mapping of COs with PSOs (mark S: Strong, M: Moderate, W: Weak, Dash '-':not mapped)**

	PSO 1	PSO 2	PSO 3	PSO 4
CO 1				
CO 2				
CO 3				
CO 4				
CO 5				

1.e**Teaching and Examination Scheme (As specified by the University) for the Course**

Categories	Mathematics	Computing / IT / Electronics	Humanities & Soft Skill	Social Sciences	Commerce	Management	Multidisciplinary
Tick suitable category	✓						

Subject Code	Subject Name	Teaching Scheme			Credits Assigned			
		Theory	Practical	Tutorial	Theory	TW/Practical	Tutorial	Total
BFM	Business Mathematics	75			3			3

Subject Code	Subject Name	Examination Scheme							
		Theory Marks IA Test			End Sem. Exam Marks	TW	Practical	Oral	Total
		IA 1	IA 2	Sum of IA1 and IA2					
BFM	Business Mathematics	20	05	25	75				100

1.f**Faculty-Wise Distribution of all Lecture-Practical-Tutorial Hours for the Course**

Divisions	Lecture (Hrs.)	Practical (Hrs.)				Tutorial (Hrs.)			
		Batch 1	Batch 2	Batch 3	Batch 4	Batch 1	Batch 2	Batch 3	Batch 4
A	3.33	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.

1.g**Office Hours (Faculty will be available in office in this duration for solving students' query)**

Division	Day	Time (at least 1 Hr. / Division)	Venue (Office Room No.)
A	THURSDAY	11:30 to 12:30	READING ROOM

2.a**Syllabus: Module Wise Teaching Hours and % Weightage in University Question Paper**

Module No.	Module Title and Brief Details	Teaching Hrs. for each module	% Weightage in University Question Papers
1	Ratio, Proportion and Percentage	12.5hr	25

2	Profit and loss	12.5hr	25
3	Interest and Annuity	12.5hr	25
4	Shares and Mutual Fund	12.5hr	25
Total		50	100

2.b Prerequisite Courses

No.	Semester/CLASS	Name of the Course	Topic/s
1	SYJC(COMMERCE)	ratio, proportion, commission, brokerage, interest & annuity	1-3

2.c Relevance to Future Courses

No.	Semester	Name of the Course
1	2	MBA

2.d Real Life Application Mapping – Mention Application from Very Common Day to Day Life

No.	Real Life Application Mapping with the Course
1	BANKING (INTEREST CALCULATION)
2	INVESTMENT (SHARES & MUTUAL FUND)

3. Past Results – Division-Wise and Topic-Wise Result Based Analysis

Details	Target - Nov 2019	Nov 2018	Nov 2017	Nov 2015
Course Passing % – Average of 3 Divisions	100	97.4%	96.3%	
Marks Obtained by Course Topper (mark/100)	100	90	88	

Year	Division A		Division B		Division C	
	Initials of Teacher	% Result	Initials of Teacher	% Result	Initials of Teacher	% Result
Nov 2018	AKK	97.4%				
Nov 2017	SSK2	96.3%				
Nov 2016						

Topics which affect results negatively	Module Number	Recommendations to overcome these issues & improve result in future
Theoretical	1-4	Connecting the theory wording with practical sums

4 All the Learning Resources – Books and E-Resources

4.a List of Text Books (T – Symbol for Text Books) to be Referred by Students

Sr. No	Text Book Titles	Author/s	Publisher	Edition	Module Nos.
1	BUSINESS MATHEMATICS	A. P. KUMTHA	VIPUL PRAKASHAN	2	1-4

4.b List of Reference Books (R – Symbol for Reference Books) to be Referred by Students

Sr. No	Reference Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Mathematical Statistics	J.K. Goyal and J.N. Sharma	Krishna Prakashan	7	2
2	Business Mathematics and Statistics	R.K. Ghosh and S. Saha	New Central Agency Pvt. Ltd	4	1-4
3	Commerce Mathematics	Om P. Chug	Anmol Publication Ltd	2	1-4
4	Mathematics for Economics and Business	J. Soper,	Blackwell Publishing, U.S.A	9	3

4.c List of E - Books (E – Symbol for E-Books) to be Referred by Students

Sr. No	E- Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Mathematics for Economics and Business	J. Soper,	Blackwell Publishing, U.S.A	9	3

4.d Web Links and Names of Magazines, Journals, E-journals – [VIT is member of IIT Bombay Library]

Refer online journals subscribed in VIT library. You can also access IIT Bombay online library for journals from IITB campus.

Sr. No.	Web-Links and Names of Journals and E-Journals Recommended to Students for this Course	Web-Links and Names of Magazines Recommended to Students for this Course	Module Nos.
1	www.youtube.com		1-4

4.e Module Best Available in - Tick the best resource [from 4.a to 4.d in this AAP] & give details

Module No.	Category (Please Tick Mark) - √					Available In VSIT Library?		Details of the Resource (i.e. Name, Chapter & Page No., etc.)	
	Book			Magazine	Journals		Y		N
	Text	Reference	E-Book		Regular	E-Journal			
1	✓	✓	✓	✓			✓		
2	✓	✓	✓	✓			✓		
3	✓	✓	✓	✓			✓		

4	✓	✓	✓	✓			✓		
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4.f Web Links for Online Notes/YouTube/VSIT Digital Content/VIT Lecture Capture/NPTEL Videos

Students can view lectures by VSIT professors, captured through LMS 'Lecture Capture' in VIT campus for previous years.

No.	Websites / Links	Module Nos.
1	www.youtube.com	1-4

4.g Recommended MOOC Courses like Coursera / NPTEL / MIT-OCW / edX etc.

Sr. No.	MOOC Course Link	Course conducted by – Person / University / Institute / Industry	Course Duration	Certificate (Y / N)
1	Perfect your mathematics skills	Udemy Application	40 hrs	Y

4.h Recommended Value Added Courses (VAC)

Sr. No.	Name of the Value Added Course	Conducted by – Person / Institute / Industry	Course Duration	Certificate (Y / N)
	NA			

4.i Study Material Distributed among Students

Tick if distributed among students					
GQ	Notes	Digital Content	PPT	EQ (updated till the Last Exam)	Other (Write Details)
✓	☐	☐	✓	✓	

5. Consolidated Course Lesson Plan

	From (date/month/year)	To (date/month/year)	Total Number of Weeks
Semester Duration	10/07/2019	05/10/2019	15

Week	Lecture no.	Module No.	Lecture Topics / IA 1 and IA 2 / BSA planned to be covered	Actual date of Completion	COs	Recommended Prior Viewing / Reading	
						Lecture No. (on LMS)	Chapter No. / Page Nos. / Books/ Web Site
1	1	1	Introduction Definition of Ratio		1		
	2	1	Continued ratio		1		

	3	1	Continued Ratio		1		
	4	1	Inverse Ratio		1		
2	5	1	Inverse Ratio		1		
	6	1	Continued proportion		1		
	7	1	Direct proportion		1		
	8	1	Inverse proportion		1		
3	9	1	Variation Properties		1		
	10	1	Inverse variation		1		
	11	1	Inverse variation		1		
	12	1	Joint variation		1		
4	13	1	Percentage Meaning		1		
	14	1	Computation of percentage		1		
	15	1	Computation of percentage		1		
	16	2	Terms and formulae		2		
5	17	2	Trade discount		2		
	18	2	Cash discount		2		
	19	2	Problems involving cost price		2		
	20	2	Problems involving cost price		2		

6	21	2	Problems involving selling price		2		
	22	2	Problems involving on Trade discount		2		
	23	2	Problems involving on Cash Discount		2		
	24	2	Introduction to Commission		2		
7	25	2	Introduction to Brokerage		2		
	26	2	Problems on commission		2		
	27	2	Problems on commission		2		
	28	2	Problems on Brokerage		2		
8	29	2	Problems on Brokerage		2		
	30	2	Revision		2		
	31	3	Introduction and Basic Notation		3		
	32	3	Simple Interest-Basic Formulae		3		
9	33	3	Simple Interest for Fractional Years		3		
	34	3	Compound Interest		3		
	35	3	Problems involving both Simple and Compound Interest		3		
	36	3	Interest Compounded More than Once a Year Nominal and Effective Rate of Interest		3		
10	37	3	Relation Between Nominal And Effective Rate of Interest		3		
	38	3	Continuous Compounding		3		

	39	3	EMI Using Reducing Balance Method and Flat Interest Rate Method		3		
	40	3	Time Value of Money & Future Value and Present Value		3		
11	41	3	Problems on Future Value and Present Value		3		
	42	3	Net Present Value		3		
	43	3	Annuities Basic Formulae an Immediate Annuity		3		
	44	3	Problems Involving Present Value of Immediate Annuity		3		
12	45	3	Stated annual rate and effective annual rate		3		
	46	4	Introduction, Types Of Share		4		
	47	4	Basic Formulae		4		
	48	4	Some Important Assumptions and Point about Share		4		
13	49	4	Problems involving Total Capital of the Company		4		
	50	4	Buying and Selling of shares involving Brokerage		4		
	51	4			4		
	52	4	Problems involving Rate of Return on Investment with dividend Income		4		
14	53	4	Problems involving Comparison of Two Stocks		4		
	54	4	Part investment in different stocks		4		
	55	4	Gain or Loss of Buying and selling of Shares and Dividend Income		4		
	56	4	Problems with Dividend and Buying and Selling involving Brokerage		4		

15	57	4	Problems Involving Bonus Shares		4		
	58	4	Mutual Fund- Simple problems on calculation of net income after considering entry load		4		
	59	4	Mutual Fund- Simple problems on calculation of net income after considering load		4		
	60	4	Mutual Fund- Simple problems on calculation of net income after considering dividend, change in net asset value		4		

6. Rubric for Grading and Marking of Term Work (inform students at the beginning of semester)

Lecture + Practical (% Attendance) & Marks	Assignments	Tutorial	Lab / Practical Performance	Lab Journal Assessment	Class Tests (Other than IA)	Class participation	Other (2) specify	Total
	5 Marks							5

7. Assignments / Tutorials Details (must attach print out of all questions together with AAP)

Assignment No.	Title of the Assignments / Tutorials	CO Map	Assignments given to Students on	Date of Submission
1	Ratio, Proportion and Percentage	1	3 rd week	4 th week
2	Profit and Loss	2	7 th week	8 th week
3	Interest and Annuity	3	11 th week	12 th week
4	Shares and Mutual Fund	4	15 th week	15 th week

Analysis of Assignment / Tutorial Questions and Related Resources

Assignment No.	Week No.	Type* (√)			Module No.	Based on #			Question Type (√)	
		R	UQ	OBT		Text Book	Reference Book	Other Learning Resource	MU EQ	Thought Provoking
1	4	√			1	√	√		√	

2	8	√			2	√	√		√	
3	12	√			3	√	√		√	
4	15	√			4	√	√		√	

* Tick (√) the Type of the Assignment: Regular (R); Unannounced Quiz (UQ) ; Open Book Test for TY/SY/MASTERS (OBT)
 # Write number for Text book, reference book, other learning resource from this AAP – from Points 4.a to 4.d

8. Internal Assessment / Other Class Test / Open Book Test (OBT)/Take Home Test (THT) Details

Tests	Test Dates	Module No.	CO Map	IA Question Paper Pattern	Policy
1 st IA Test				Q1 – MCQ - 10 Marks Q2 – 1 numerical 5 Marks Q3 – 1 numerical 5 Marks 20 marks each for IA 1 & 2	No IA Re-test
2nd IA Test					IA is a Head of passing *
Pop Quiz					
Open Book Test					
Take Home Test					
Class tests / prelims					
Class tests / prelims					
Any other test/exams					

* IA failures will have to appear for re-test in next semester

9.a Practical Activities – Regular Experiments

Practical No.	Module No.	Title of the Regular Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1					
2					
3					
4					
5					

6					
7					
8					
9					
10					

9.b Practical Activities – Newly Added Experiments

Practical No.	Module No.	Title of the Newly Added Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1					
2					

9.c Practical Activities – PBL Experiments

Practical No.	Module No.	Title of the PBL Experiments	Concepts to be highlighted	CO Map	Audit / Quality (0 to 4)
1	2	Calculation of Interest on Financial Instruments		2	
2	5	Data on Mutual Funds		4	

10. Beyond Syllabus Activities for Gap Mitigation

No.	Type of the Activity	Activities	Details – no of attendees, guest, feedback, mark sheet, report
1	Interaction with Outside World	Guest Lecture / Workshops	
2		Industrial Visit	May be
3	Test and Assessments	Class Tests – (other than IA)	√
4		Mini Projects	√
5		Pop Quiz	√
6		Mobile App Based Quiz	
7		Open Book Test	
8		Take Home Test	√

9	Collaborative and Group Activity	Poster Presentation	
10		Minute Papers	
11		Students Seminar	
12		Students Debates	
13		Panel Discussion / Mock GD	
14		Mock Interview	
15	Co-curricular Courses	MOOC-NPTEL/Coursera Videos	
16		Value Added Courses	
17		Lecture Capture Usage	

*** Do not delete any activity. Give details for planned events. Write 'NA' for activity Not Planned.**

Consolidated Academic Administration Plan Prepared by (mention all theory teaching faculty names with signature)

Amit Kabra

Faculty 1 Name (Sign.)

Faculty 2 Name (Sign.)

Faculty 3 Name (Sign.)

External Industry Mentor (Sign.)

External Academic Mentor (Sign.)

VSIT Cluster Mentor Name (Sign.)

Head of Dept. (Sign.)

Version 2018-2019

The academic resources available in VSIT –

VMIS (ERP)	V-Refer and V-Live	VSIT Library	VAC & MOOC Courses
Institute & Department Vision and Mission	Former IA question papers and solutions (prepared by faculty)	Former IA question papers solutions - hardcopy	Value Added Courses (VAC) are conducted throughout the semester & in the semester break - Enrol for the VACs
Program Educational Objectives (PEO)	MU end semester examination question papers and solutions (prepared by faculty)	MU end semester exam question paper & solutions - by faculty, hardcopy	
Program Specific Outcome (PSO)	Class notes and Digital Content for the subject (scanned / typed by faculty)	All text books, reference books, e -books mentioned in the syllabus & AAP	Online courses from NPTEL, Coursera etc. are pursued throughout the semester - Register for the course & get certified
Program Outcome (PO)	Comprehensive question bank, EQ, GQ, PPT, Class Test papers	Technical journals and magazines for reference	
Departmental Knowledge Map	Academic Administration Plan & Beyond Syllabus Activity report	VSIT library is member of IIT Bombay Library	Watch former lectures captured in LMS at VSIT

1.a Course Objectives (write in detail – follow NBA guideline in this regard)

Cognitive	What do you want students to know?	To get complete understanding Indian Financial System.
Affective	What do you want students to think / care about?	To think about various financial products and instruments.
Behavioural	What do you want students to be able to do?	This helps to understand the core subject in better way

1.b Course Outcome (CO) Statements and Module-Wise Mapping (follow NBA guideline)

CO No.	Statements	Related Module/s
CO1	Overview of financial system	Unit 1
CO2	Financial Market	Unit 2
CO3	Financial Regulators	Unit 3
CO4	Financial instruments	Unit 4

1.c Mapping of COs with POs (mark S: Strong, M: Moderate, W: Weak, Dash '-': not mapped)

	PO 1	PO 2	PO 3	PO 4	PO 5	PO 6	PO 7	PO 8	PO 9	PO 10	PO 11	PO 12
CO 1												
CO 2												
CO 3												
CO 4												
CO 5												

1.d Mapping of COs with PSOs (mark S: Strong, M: Moderate, W: Weak, Dash '-':not mapped)

	PSO 1	PSO 2	PSO 3	PSO 4
CO 1				
CO 2				
CO 3				
CO 4				
CO 5				

1.e Teaching and Examination Scheme (As specified by the University) for the Course

Categories	Mathematics	Computing / IT / Electronics	Humanities & Soft Skill	Social Sciences	Commerce	Management	Multidisciplinary
Tick suitable category					✓		

Subject Code	Subject Name	Teaching Scheme			Credits Assigned			
		Theory	Practical	Tutorial	Theory	TW/Practical	Tutorial	Total
6.2	IFS	75			3			3

Subject Code	Subject Name	Examination Scheme							
		Theory Marks IA Test			End Sem. Exam Marks	TW	Practical	Oral	Total
		IA 1	IA 2	Sum of IA1 and IA2					
6.2	IFS	20	05	25	75				100

1.f Faculty-Wise Distribution of all Lecture-Practical-Tutorial Hours for the Course

Divisions	Lecture (Hrs.)	Practical (Hrs.)				Tutorial (Hrs.)			
		Batch 1	Batch 2	Batch 3	Batch 4	Batch 1	Batch 2	Batch 3	Batch 4
A	3.33	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.

1.g Office Hours (Faculty will be available in office in this duration for solving students' query)

Division	Day	Time (at least 1 Hr. / Division)	Venue (Office Room No.)
A	friday	11am -12noon	SR

2.a Syllabus: Module Wise Teaching Hours and % Weightage in University Question Paper

Module No.	Module Title and Brief Details	Teaching Hrs. for each module	% Weightage in University Question Papers
1	Overview of financial system	12.5hr	25
2	Financial Market	12.5hr	25

3	Financial Regulators	12.5hr	25
4	Financial instruments	12.5hr	25
* Insert rows for more modules in the Course		Total	50
			100

2.b Prerequisite Courses

No.	Semester	Name of the Course	Topic/s
1		NIL	
2			

2.c Relevance to Future Courses

No.	Semester	Name of the Course
1	III - VI	BFM/ Finance
2	MBA	Finance

2.d Real Life Application Mapping – Mention Application from Very Common Day to Day Life

No.	Real Life Application Mapping with the Course
1	Helps to Understand the financial system

3. Past Results – Division-Wise and Topic-Wise Result Based Analysis

Details	Target - Oct 2020	Oct. 2019	Oct. 2018	Oct 2017
IFS	95%	90.27%	85%	90%

Year	Division A		Division B		Division C	
	Initials of Teacher	% Result	Initials of Teacher	% Result	Initials of Teacher	% Result
Oct. 2019	NLK	90.27%				
Oct. 2018	NLK	85%				
Oct. 2017	SGG	90%				

Topics which affect results negatively	Module Number	Recommendations to overcome these issues & improve result in future
Heavy portion		Focus more on past university question paper

-		-

4 All the Learning Resources – Books and E-Resources

4.a List of Text Books (T – Symbol for Text Books) to be Referred by Students

Sr. No	Text Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Financial market & Services	Gardon & Natarajan	Himalaya	1	1-4
2	Indian Financial System	Machiraju.R.H	Vikas Publishing House	3	1-4
3	Indian Financial System	Khan M.Y	Tata Mcgraw Hill	3	1-4
4					
5					
6					

4.b List of Reference Books (R – Symbol for Reference Books) to be Referred by Students

Sr. No	Reference Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Financial Institutions and Markets	BholeL.M	TataMcgraw Hill	1	1,2,3
2	The Indian Financial System	Desai	Vasantha Himalaya Publishing House	3	1-4
3				3	1-5
4					
5					
6					

4.c List of E - Books (E – Symbol for E-Books) to be Referred by Students

Sr. No	E- Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Introduction To Forex	Mark McRae	www.surefire-forex-trading.com		
2					
3					

4					
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4.d Web Links and Names of Magazines, Journals, E-journals – [VIT is member of IIT Bombay Library]

Refer online journals subscribed in VIT library. You can also access IIT Bombay online library for journals from IITB campus.

Sr. No.	Web-Links and Names of Journals and E-Journals Recommended to Students for this Course	Web-Links and Names of Magazines Recommended to Students for this Course	Module Nos.
1	Indian journal of finance	IJF- Library	1,2,3,4
2	Indian journal of Research in Capital market	Indianjournalofcapitalmarket.com	1,2,3,4
3	Journal of Accounting & Finance	IAF - Library	1,2,3,4
4			
5			
6			

4.e Module Best Available in - Tick the best resource [from 4.a to 4.d in this AAP] & give details

Module No.	Category (Please Tick Mark) - √						Available In VSIT Library?		Details of the Resource (i.e. Name, Chapter & Page No., etc.)
	Book			Maga-zine	Journals		Y	N	
	Text	Reference	E-Book		Regular	E-Journal			
1	✓						Y		1,2,3,4
2		✓					Y		1,2,3,4
3	✓						Y		
4						✓	Y		
5									

4.f Web Links for Online Notes/YouTube/VSIT Digital Content/VIT Lecture Capture/NPTEL Videos

Students can view lectures by VSIT professors, captured through LMS 'Lecture Capture' in VIT campus for previous years.

No.	Websites / Links	Module Nos.
1	https://www.youtube.com/watch?v=o3D1wUS-OH0	1
2	https://www.youtube.com/watch?v=28HpCMWfc7k	2
3	https://www.youtube.com/watch?v=F3QpgXBtDeo	3
4	https://www.youtube.com/watch?v=Avvw5YVTE6Y	4
5		

4.g Recommended MOOC Courses like Courser / NPTEL / MIT-OCW / edX etc.

Sr. No.	MOOC Course Link	Course conducted by – Person / University / Institute / Industry	Course Duration	Certificate (Y / N)
1	Nil			

4.h Recommended Value Added Courses (VAC)

Sr. No.	Name of the Value Added Course	Conducted by – Person / Institute / Industry	Course Duration	Certificate (Y / N)
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4.i Study Material Distributed among Students

Tick if distributed among students					
GQ	Notes	Digital Content	PPT	EQ (updated till the Last Exam)	Other (Write Details)
√ <input type="checkbox"/>	√ <input type="checkbox"/>	<input type="checkbox"/>	√ <input type="checkbox"/>	√ <input type="checkbox"/>	

5. Consolidated Course Lesson Plan

	From (date/month/year)	To (date/month/year)	Total Number of Weeks
Semester Duration	11/07/2018	13/10/2018	14

Week	Lecture no.	Module No.	Lecture Topics / IA 1 and IA 2 / BSA planned to be covered	Actual date of Completion	COs	Recommended Prior Viewing / Reading	
						Lecture No. (on LMS)	Chapter No. / Page Nos./ Books/ Web Site
1	1	1	syllabus discussion				
	2	1	Intr. To financial system, Savings & Investment				
	3	1	Overview of FS				
	4	1	Function of FS				
2	5	2	Evaluation of FS WRT to Capital Market				
	6	2	FS in abroad and comparison with Indian FS				

	7	2	Components in FS				
	8	2	Financial institution				
3	9	2	Financial Market				
	10	2	Financial Instruments				
	11	2	Continuation of FI				
	12	2	Financial services				
4	13	2	Fund based services				
	14	2	Non fund based services				
	15	3	Revision				
	16		Financial Markets				
5	17		Capital markets – Primary and Secondary market				
	18		Stock Exchanges in India				
	19		Money Market – features				
	20		Products in MM				
6	21		Foreign Exchange Market				
	22		Role played by FEM				
	23		Commodity Markets				
	24		Structure of Commodity Market				

7	25	Derivative Markets				
	26	Classification and Structure				
	27	Sub segments in DM				
	28	Participants				
8	29	Continuation of Participants – NHB, NABARD				
	30	Role played by FEM,CM,DM				
	31	Financial Regulators				
	32	Meaning & features of FR				
9	33	Role of FR				
	34	Functions of FR				
	35	SEBI Act, objectives				
	36	Powers of SEBI				
10	37	Function of SEBI				
	38	Role of SEBI				
	39	RBI				
	40	Objectives and Powers of RBI				
11	41	Ministry of Finance – Regulations				
	42	Securities Contracts(Regulation) Act 1956				

	43	Companies Act 1956 and 2013				
	44	Ministry of Corporate affairs, IRDA				
12	45	Revision				
	46	Financial Instruments				
	47	Meaning and Classification of FI				
	48	Classification based on period				
13	49	Classification based on securities				
	50	Types of financial instrument				
	51	Continuation & Characteristics of FI				
	52	Long term instruments				
14	53	Short term instruments				
	54	Capital market instruments				
	55	Money market instruments				
	56	Evaluation of FI				
15	57	Risk return, types of risk				
	58	New financial instruments				
	59	Objectives Discussion				
	60	Revision – Unit 3 & 4				

6. Rubric for Grading and Marking of Term Work (inform students at the beginning of semester)

Lecture + Practical (% Attendance) & Marks	Assignments	Tutorial	Lab / Practical Performance	Lab Journal Assessment	Class Tests (Other than IA)	Class participation	Other (2) specify	Total
						5		5

7. Assignments / Tutorials Details (must attach print out of all questions together with AAP)

Assignment No.	Title of the Assignments / Tutorials	CO Map	Assignments given to Students on	Date of Submission
1	Components of FS	01		
2	Money market, FEM market & Commodity market – meaning , features	02		
3	SEBI – objectives, features, functions & role	02		
4	Classification of FI Innovation in FI	02&03		

Analysis of Assignment / Tutorial Questions and Related Resources

Assignment No.	Week No.	Type* (√)			Module No.	Based on #			Question Type (√)	
		R	UQ	OBT		Text Book	Reference Book	Other Learning Resource	MU EQ	Thought Provoking
1	2	√					2			
2	5							Online		
3	8						2			
4	10						3			

* Tick (✓) the Type of the Assignment: Regular (R); Unannounced Quiz (UQ) ; Open Book Test for TY/SY/MASTERS (OBT)
 # Write number for Text book, reference book, other learning resource from this AAP – from Points 4.a to 4.d

8. Internal Assessment / Other Class Test / Open Book Test (OBT)/Take Home Test (THT) Details

Tests	Test Dates	Module No.	CO Map	IA Question Paper Pattern	Policy
1 st IA Test				Q1 – MCQ - 10 Marks Q2 – 1 numerical 5 Marks Q3 – 1 numerical 5 Marks 20 marks each for IA 1 & 2	No IA Re-test
2nd IA Test					IA is a Head of passing *
Pop Quiz					
Open Book Test					
Take Home Test					
Class tests / prelims					
Class tests / prelims					
Any other test/exams					

* IA failures will have to appear for re-test in next semester

9.a Practical Activities – Regular Experiments

Practical No.	Module No.	Title of the Regular Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1					
2					
3					
4					
5					
6					
7					
8					

9					
10					

9.b Practical Activities – Newly Added Experiments

Practical No.	Module No.	Title of the Newly Added Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1					
2					

9.c Practical Activities – PBL Experiments

Practical No.	Module No.	Title of the PBL Experiments	Concepts to be highlighted	CO Map	Audit / Quality (0 to 4)
1	2	Financial instruments	Understanding of different investment	2	
2	4	Financial market Regulators	Role of regulator	3	

10. Beyond Syllabus Activities for Gap Mitigation

No.	Type of the Activity	Activities	Details – no of attendees, guest, feedback, mark sheet, report
1	Interaction with Outside World	Guest Lecture / Workshops	
2		Industrial Visit	
3	Test and Assessments	Class Tests – (other than IA)	
4		Mini Projects	
5		Pop Quiz	
6		Mobile App Based Quiz	
7		Open Book Test	
8		Take Home Test	
9	Collaborative and Group Activity	Poster Presentation	
10		Minute Papers	
11		Students Seminar	
12		Students Debates	

13		Panel Discussion / Mock GD	
14		Mock Interview	
15	Co-curricular Courses	MOOC-NPTEL/Coursera Videos	
16		Value Added Courses	
17		Lecture Capture Usage	

*** Do not delete any activity. Give details for planned events. Write 'NA' for activity Not Planned.**

Consolidated Academic Administration Plan Prepared by (mention all theory teaching faculty names with signature)

Faculty 1 Name (Sign.)

Faculty 2 Name (Sign.)

Faculty 3 Name (Sign.)

External Industry Mentor (Sign.)

External Academic Mentor (Sign.)

VSIT Cluster Mentor Name (Sign.)

Head of Dept. (Sign.)

Version 2018-2

The academic resources available in VSIT –

VMIS (ERP)	V-Refer and V-Live	VSIT Library	VAC & MOOC Courses
Institute & Department Vision and Mission	Former IA question papers and solutions (prepared by faculty)	Former IA question papers solutions - hardcopy	Value Added Courses (VAC) are conducted throughout the semester & in the semester break - Enrol for the VACs
Program Educational Objectives (PEO)	MU end semester examination question papers and solutions (prepared by faculty)	MU end semester exam question paper & solutions - by faculty, hardcopy	
Program Specific Outcome (PSO)	Class notes and Digital Content for the subject (scanned / typed by faculty)	All text books, reference books, e -books mentioned in the syllabus & AAP	Online courses from NPTEL, Coursera etc. are pursued throughout the semester - Register for the course & get certified
Program Outcome (PO)	Comprehensive question bank, EQ, GQ, PPT, Class Test papers	Technical journals and magazines for reference	
Departmental Knowledge Map	Academic Administration Plan & Beyond Syllabus Activity report	VSIT library is member of IIT Bombay Library	Watch former lectures captured in LMS at VSIT

1.a Course Objectives (write in detail – follow NBA guideline in this regard)

Cognitive	What do you want students to know?	A thorough understanding of the principles of economics in application to individual decision makers, both consumers and firms. study demand, supply and equilibrium in goods and factor markets,
Affective	What do you want students to think / care about?	Study, how people get the things they want and need and how these things are distributed. To understand these concepts from a wide variety of angles.
Behavioural	What do you want students to be able to do?	Students should interact in markets: how your decision to pay higher-than-average rent will ultimately affect your neighbour, for example, by marginally bringing his rent up, too.

1.b Course Outcome (CO) Statements and Module-Wise Mapping (follow NBA guideline)

CO No.	Statements	Related Module/s
CO1	Understand how households (demand) and businesses (supply) interact in various market structures to determine price and quantity of a good produced.	I
CO2	Understand how changes in the price of a good affect total revenue and total expenditure depending on the price elasticity of demand for the good.	II
CO3	Understand the links between production costs and the economic models of supply.	III
CO4	Apply economic reasoning to individual and firm behavior in different market structures.	IV
CO5	Understand the major pricing technique in different market structures and the implications.	V

1.c Mapping of COs with POs (mark S: Strong, M: Moderate, W: Weak, Dash '-': not mapped)

	PO 1	PO 2	PO 3	PO 4	PO 5	PO 6	PO 7	PO 8	PO 9	PO 10	PO 11	PO 12
CO 1	M	M	S									
CO 2	S	S	S									
CO 3	S	S	S									
CO 4	S	M	S									
CO 5	S	S	S									

1.d Mapping of COs with PSOs (mark S: Strong, M: Moderate, W: Weak, Dash '-':not mapped)

	PSO 1	PSO 2	PSO 3	PSO 4
CO 1				
CO 2				
CO 3				
CO 4				
CO 5				

1.e Teaching and Examination Scheme (As specified by the University) for the Course

Categories	Mathematics	Computing / IT / Electronics	Humanities & Soft Skill	Social Sciences	Commerce	Management	Multidisciplinary
Tick suitable category					√		

Subject Code	Subject Name	Teaching Scheme			Credits Assigned			
		Theory	Practical	Tutorial	Theory	TW/Practical	Tutorial	Total
UBMS07	Business Economics I	√						

Subject Code	Subject Name	Examination Scheme							
		Theory Marks IA Test			End Sem. Exam Marks	TW	Practical	Oral	Total
		IA 1	IA 2	Average of IA1 and IA2					
UBMS07	Business Economics I	25			75				100

1.f Faculty-Wise Distribution of all Lecture-Practical-Tutorial Hours for the Course

Divisions	Lecture (Hrs.)	Practical (Hrs.)				Tutorial (Hrs.)			
		Batch 1	Batch 2	Batch 3	Batch 4	Batch 1	Batch 2	Batch 3	Batch 4
A	2								
B									

C									
F	3								

1.g Office Hours (Faculty will be available in office in this duration for solving students' query)

Division	Day	Time (at least 1 Hr. / Division)	Venue (Office Room No.)
A	Tuesday	12.30pm- 1.30 pm	Reading Room
B			
C			
F	Wednesday	12.30pm- 1.30 pm	Reading Room

2.a Syllabus : Module Wise Teaching Hours and % Weightage in University Question Paper

Module No.	Module Title and Brief Details	Teaching Hrs. for each module	% Weightage in University Question Papers
1	Introduction	8.34	16.67%
2	Demand Analysis	8.34	16.67%
3	Supply and Production Decisions and Cost of Production	12.5	25%
4	Market structure: Perfect competition and Monopoly and Pricing and Output Decisions under Imperfect Competition	12.5	25%
5	Pricing Practices	8.34	16.67%
* Insert rows for more modules in the Course		Total	50 hrs
			100%

2.b Prerequisite Courses

No.	Semester	Name of the Course	Topic/s
1	12 th	Economics	Law of demand. Supply, Elasticity of demand
2			
3			

2.c Relevance to Future Courses

No.	Semester	Name of the Course
1	III	Macroeconomics (Business Economics-II)
2	MMS Sem I	Managerial Economics

3		
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2.d Real Life Application Mapping – Mention Application from Very Common Day to Day Life

No.	Real Life Application Mapping with the Course
1	Make choice between various wants with limited budget
2	How a local business decides to allocate their funds
3	

3. Past Results – Division-Wise and Topic-Wise Result Based Analysis

Details	Oct 2020	Oct 2019	Oct 2018
Course Passing % – Average of 3 Divisions	100	94.55	66.66
Marks Obtained by Course Topper (mark/100)	85+		

Year	Division A		Division B		Division C	
	Initials of Teacher	% Result	Initials of Teacher	% Result	Initials of Teacher	% Result
Oct 2019	100	SBG	89.09	ABR	96.36	ABR
Oct 2018	80.32	SBG	78.33	ABR	61.66	ABR

Topics which affect results negatively	Module Number	Recommendations to overcome these issues & improve result in future
Market Structure	IV	Ask students to practice the diagrams with logic
Pricing	V	Spend enough time to this session as it comes towards the end of the syllabus

4 All the Learning Resources – Books and E-Resources

4.a List of Text Books (T – Symbol for Text Books) to be Referred by Students

Sr. No	Text Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Managerial Economics – Analysis, Problem and Cases	Mehta, P.L.	(S. Chand & Sons, N. Delhi,		All
2	Principles of Microeconomics	H.L Ahuja	S. Chand & Sons, N. Delhi		All
3	Managerial Economics	Hirchey .M.,	Thomson South western		All

4	Managerial Economics in a global economy	Salvatore, D.	Thomson South Western Singapore		All
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4.b List of Reference Books (R – Symbol for Reference Books) to be Referred by Students

Sr. No	Reference Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Principles of Economics	Gregory Mankiw	Thomson South western		All
2	Principles of Economics	Frank Robert.H, Bernanke. Ben S.,	(Tata McGraw Hill	Ed. 3	All
3	Economics	Samuelson & Nordhas	(Tata McGraw Hill		All
4	Managerial Economics cases and concepts	Pal Sumitra	Macmillan		All

4.c List of E - Books (E – Symbol for E-Books) to be Referred by Students

Sr. No	E- Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Microeconomics Theory And Applications	Ghai and Gupta	Sarup and Sons		All
2	Behavioural Interaction, Market and Economics Dynamics	Shinsute lleda & all	Springer Nature		4
3	Microeconomics	David A. Dilts			1 & 4
4.	Microeconomics	Peter Dorman	Springer Nature		All
5.	Principles of Microeconomics	Martin Kolmar	Springer Nature	1st ed. 2017	

4.d Web Links and Names of Magazines, Journals, E-journals – [VIT is member of IIT Bombay Library]

Refer online journals subscribed in VIT library. You can also access IIT Bombay online library for journals from IITB campus.

Sr. No.	Web-Links and Names of Journals and E-Journals Recommended to Students for this Course	Web-Links and Names of Magazines Recommended to Students for this Course	Module Nos.
1	American Economic Journal: Microeconomics - Issues https://www.aeaweb.org/journals/mic/issues	https://www.economist.com/blogs/freeexchange/2012/10/microeconomics	
2	Studies in Microeconomics http://journals.sagepub.com/home/mic	Business Week	
3	www.scholar.google.in	Different research papers are accessible	All

4.e Module Best Available in - Tick the best resource [from 4.a to 4.d in this AAP] & give details

Module No.	Category (Please Tick Mark) - √						Available In VIT Library?		Details of the Resource (i.e. Name, Chapter & Page No., etc.)
	Book			Maga-zine	Journals		Y	N	
	Text	Reference	E-Book		Regular	E-Journal			
1	√	√					√		Principles of Economics, Gregory Mankiw
2	√	√					√		Principles of Economics, H. L Ahuja
3	√	√					√		Principles of Economics, Gregory Mankiw
4	√	√					√		Principles of Economics, H. L Ahuja
5	√	√					√		Principles of Economics, H. L Ahuja

4.f Web Links for Online Notes/YouTube/VIT Digital Content/VIT Lecture Capture/NPTEL Videos

Students can view lectures by VIT professors, captured through LMS 'Lecture Capture' in VIT campus for previous years.

No.	Websites / Links	Module Nos.
1	http://nptel.ac.in/courses/109104125/	All
2	https://www.pfw.edu/dotAsset/142427.pdf	All
3	https://www.docsity.com/en/subjects/microeconomics/	All
4	https://ocw.mit.edu/courses/economics/14-01-principles-of-microeconomics-fall-2007/lecture-notes/	All

4.g Recommended MOOC Courses like Coursera / NPTEL / MIT-OCW / edX etc.

Sr. No.	MOOC Course Link	Course conducted by – Person / University / Institute / Industry	Course Duration	Certificate (Y / N)
1	AN INTRODUCTION TO MICROECONOMICS	Created by Vimal Kumar Indian Institute of Technology – Kanpur	30 hours	Yes

4.h Recommended Value Added Courses (VAC)

Sr. No.	Name of the Value Added Course	Conducted by – Person / Institute / Industry	Course Duration	Certificate (Y / N)
1				

4.i Study Material Distributed among Students

Tick if distributed among students					
GQ	Notes	Digital Content	PPT	EQ (updated till the Last Exam)	Other (Write Details)
v	<input type="checkbox"/> v	<input type="checkbox"/> v	v <input type="checkbox"/>	<input type="checkbox"/> v	

5. Consolidated Course Lesson Plan

	From (date/month/year)	From (date/month/year)	Total Number of Weeks
Semester Duration			

Week	Lecture no.	Module No.	Lecture Topics / IA 1 and IA 2 / BSA planned to be covered	Actual date of Completion	COs	Recommended	
						Prior Viewing / Reading	
						Lecture No. (on LMS)	Chapter No. / Page Nos./ Books/ Web Site
1	1	1	Introduction to Subject and Syllabus				
	2	1	Scope of Business Economics				
	3	1	Importance of Business Economics				
2	4	1	Basic Tools in Business Economics				
	5	1	Incrementalism and Marginalism				
	6	1	Use of Marginalism in Decision Making				
3	7	1	Market Equilibrium				
	8	1	Shift in demand & supply curve				
	9	2	Demand Forecasting				
4	10	2	Nature of Demand curve in different market				
	11	2	Nature of Demand curve in different market				
	12	2	Significance of elasticity of demand				
5	13	2	Types of elasticity of demand				
	14	2	relationship between elasticity and revenue				
	15	2	Methods of demand forecasting				
6	16	2	Practical Sum on Demand Forecasting				
	17	2	Practical Sum on Demand Forecasting				
	18	3	Production function: Short run analysis				
7	19	3	Production function: Short run analysis				
	20	3	Production function: Law of variable proportion				

	21	3	Production function with two variable inputs				
8	22	3	Isoquants				
	23	3	Isoquants				
	24	3	Expansion path				
9	25	3	law of return to scale				
	26	3	Economies & Diseconomies of scale				
	27	3	Cost Concepts				
10	28	3	Practical Sum on Costs				
	29	3	Practical Sum on Costs				
	30	4	Short run and Long run equilibrium in Perfect Competition				
11	31	4	Short run and Long run equilibrium in Perfect Competition				
	32	4	Short run and Long run equilibrium in Perfect Competition				
	33	4	Short run and Long run equilibrium in Perfect Competition				
12	34	4	Short run and Long run equilibrium in Monopoly Competition				
	35	4	Short run and Long run equilibrium in Monopoly Competition				
	36	4	Short run and Long run equilibrium in Monopoly Competition				
13	37	4	Short run and Long run equilibrium in Monopolistic Competition				
	38	4	Short run and Long run equilibrium in Monopolistic Competition				
	39	4	Short run and Long run equilibrium in Monopolistic Competition				
14	40	4	Kinked Demand curve				
	41	4	Cartel & price leadership				
	42	4	Cartel & price leadership				
15	43	5	plus (full cost) pricing				
	44	5	plus (full cost) pricing				
	45	5	marginal cost pricing				
16	46	5	Mark up pricing				
	47	5	discriminating pricing				
	48	5	discriminating pricing				
17	49	5	product pricing				
	50	5	transfer pricing				

6. Rubric for Grading and Marking of Term Work (inform students at the beginning of semester)

Lecture + Practical (% Attendance) & Marks	Assignments	Tutorial	Lab / Practical Performance	Lab Journal Assessment	Class Tests (Other than IA)	Other (1) specify	Other (2) specify	Total
	2.5				2.5			5

7. Assignments / Tutorials Details (must attach print out of all questions together with AAP)

Assignment No.	Title of the Assignments / Tutorials	CO Map	Assignments given to Students on	Date of Submission
1	Assignment 1 on unit 1			
2	Assignment 2 on unit 2			
3	Assignment 3 on practical problems			
4	Assignment 4 on types of competition and curve under different competition			

Analysis of Assignment / Tutorial Questions and Related Resources

Assignment No.	Week No.	Type* (✓)			Module No.	Based on #			Question Type (✓)	
		R	UQ	OBT		Text Book	Reference Book	Other Learning Resource	MU EQ	Thought Provoking
1	3rd	✓			1		✓		✓	
2	8th	✓			2		✓		✓	
3	12th	✓			3		✓		✓	
4	13 th	✓			4		✓		✓	

* Tick (✓) the Type of the Assignment: Regular (R); Unannounced Quiz (UQ); Open Book Test for TY/SY/MASTERS (OBT)

Write number for Text book, reference book, other learning resource from this AAP – from Points 4.a to 4.d

8.

Internal Assessment / Other Class Test / Open Book Test (OBT)/Take Home Test (THT) Details

Tests	Test Dates	Module No.	CO Map	IA Question Paper Pattern	Policy
1 st IA Test				Q1 – MCQ - 10 Marks Q2 – 1 numerical 5 Marks Q3 – 1 numerical 5 Marks 20 marks each for IA 1 & 2	No IA Re-test
2 nd IA Test					IA is a Head of passing *
Pop Quiz					
Open Book Test					
Take Home Test					
Class tests / prelims					
Class tests / prelims					
Any other test/exams					

* IA failures will have to appear for re-test in next semester

9.a

Practical Activities – Regular Experiments

Practical No.	Module No.	Title of the Regular Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1	1	Case study on Oligopoly	Oligopoly		
2	2	Practical Sums on demand equation	Law of demand		
3	3	Practical Sums on revenues and cost	Costs		

9.b

Practical Activities – Newly Added Experiments

Practical No.	Module No.	Title of the Newly Added Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1					
2					

9.c**Practical Activities – PBL Experiments**

Practical No.	Module No.	Title of the PBL Experiments	Concepts to be highlighted	CO Map	Audit / Quality (0 to 4)
1					
2					

10.**Beyond Syllabus Activities for Gap Mitigation**

No.	Type of the Activity	Activities	Details – no of attendees, guest, feedback, mark sheet, report
1	Interaction with Outside World	Guest Lecture / Workshops	
2		Industrial Visit	YES
3	Test and Assessments	Class Tests – (other than IA)	YES (On practical problems and Diagrams)
4		Mini Projects	
5		Pop Quiz	YES
6		Mobile App Based Quiz	
7		Open Book Test	YES
8		Take Home Test	YES
9	Collaborative and Group Activity	Poster Presentation	
10		Minute Papers	
11		Students Seminar	
12		Students Debates	
13		Panel Discussion / Mock GD	
14		Mock Interview	
15	Co-curricular Courses	MOOC-NPTEL/Coursera Videos	
16		Value Added Courses	
17		Lecture Capture Usage	YES

*** Do not delete any activity. Give details for planned events. Write 'NA' for activity Not Planned.**

Consolidated Academic Administration Plan Prepared by (mention all theory teaching faculty names with signature)

Faculty 1 Name (Sign.)

Faculty 2 Name (Sign.)

Faculty 3 Name (Sign.)

External Industry Mentor (Sign.)

External Academic Mentor (Sign.)

VSIT Cluster Mentor Name (Sign.)

Head of Dept. (Sign.)

Version 2017-2018

The academic resources available in VSIT –

VMIS (ERP)	V-Refer and V-Live	VSIT Library	VAC & MOOC Courses
Institute & Department Vision and Mission	Former IA question papers and solutions (prepared by faculty)	Former IA question papers solutions - hardcopy	Value Added Courses (VAC) are conducted throughout the semester & in the semester break - Enrol for the VACs
Program Educational Objectives (PEO)	MU end semester examination question papers and solutions (prepared by faculty)	MU end semester exam question paper & solutions - by faculty, hardcopy	
Program Specific Outcome (PSO)	Class notes and Digital Content for the subject (scanned / typed by faculty)	All text books, reference books, e -books mentioned in the syllabus & AAP	Online courses from NPTEL, Coursera etc. are pursued throughout the semester - Register for the course & get certified
Program Outcome (PO)	Comprehensive question bank, EQ, GQ, PPT, Class Test papers	Technical journals and magazines for reference	
Departmental Knowledge Map	Academic Administration Plan & Beyond Syllabus Activity report	VSIT library is member of IIT Bombay Library	Watch former lectures captured in LMS at VSIT

1.a Course Objectives (write in detail – follow NBA guideline in this regard)

Cognitive	What do you want students to know?	Preparing financial statements in accordance with appropriate standards
Affective	What do you want students to think / care about?	To understand technicalities of financial accounting especially how journals and financial statements are prepared
Behavioural	What do you want students to be able to do?	They will demonstrate their knowledge of the fundamental and technical concepts of accounting

1.b Course Outcome (CO) Statements and Module-Wise Mapping (follow NBA guideline)

CO No.	Statements	Related Module/s
CO1	To understand Meaning, principles and Scope of Accounting, Accounting standards, IFRS and accounting in computerised environment	Unit 1
CO2	To study accounting cycle, classification of expenditure and receipts	Unit 2
CO3	Depreciation accounting and preparation of trial balance	Unit 3
CO4	Preparation and presentation of Final Accounts in horizontal format	Unit 4

1.c Mapping of COs with POs (mark S: Strong, M: Moderate, W: Weak, Dash '-': not mapped)

	PO 1	PO 2	PO 3	PO 4	PO 5	PO 6	PO 7	PO 8	PO 9	PO 10	PO 11	PO 12
CO 1												
CO 2												
CO 3												

CO 4												
CO 5												

1.d Mapping of COs with PSOs (mark S: Strong, M: Moderate, W: Weak, Dash '-':not mapped)

	PSO 1	PSO 2	PSO 3	PSO 4
CO 1				
CO 2				
CO 3				
CO 4				
CO 5				

1.e Teaching and Examination Scheme (As specified by the University) for the Course

Categories	Mathematics	Computing / IT / Electronics	Humanities & Soft Skill	Social Sciences	Commerce	Management	Multidisciplinary
Tick suitable category					✓		

Subject Code	Subject Name	Teaching Scheme			Credits Assigned			
		Theory	Practical	Tutorial	Theory	TW/Practical	Tutorial	Total
UBMSFSI.10	Introduction to Financial Accounting	75			3			3

Subject Code	Subject Name	Examination Scheme							
		Theory Marks IA Test			End Sem. Exam Marks	TW	Practical	Oral	Total
		IA 1	IA 2	Sum of IA1 and IA2					
UBMSFSI.10	Introduction to Financial Accounting	20	05	25	75				100

1.f Faculty-Wise Distribution of all Lecture-Practical-Tutorial Hours for the Course

Divisions	Lecture (Hrs.)	Practical (Hrs.)				Tutorial (Hrs.)			
		Batch 1	Batch 2	Batch 3	Batch 4	Batch 1	Batch 2	Batch 3	Batch 4
A	3.33	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.

1.g Office Hours (Faculty will be available in office in this duration for solving students' query)

Division	Day	Time (at least 1 Hr. / Division)	Venue (Office Room No.)
A	Wednesday	11:00am - 12:00noon	X- block library

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2.a Syllabus: Module Wise Teaching Hours and % Weightage in University Question Paper

Module No.	Module Title and Brief Details	Teaching Hrs. for each module	% Weightage in University Question Papers
1	Introduction	12.5hr	25
2	Accounting Transactions	12.5hr	25
3	Depreciation Accounting & Trial Balance	12.5hr	25
4	Final Accounts	12.5hr	25
* Insert rows for more modules in the Course		Total	50
			100

2.b Prerequisite Courses

No.	Semester	Name of the Course	Topic/s
1	11 th (Commerce)	Book Keeping & Accountancy	All units
2	12 th (Commerce)	Book Keeping & Accountancy	All units

2.c Relevance to Future Courses

No.	Semester	Name of the Course
1	FYBFM	Sem II- FA II
2	SYBFM	Sem III Management Accounting Sem IV Corporate Finance
2	TYBFM	Sem VI – Corporate Accounting
3	MBA/MMS	Accounting for Managers, Advanced financial Accounting and financial management
4	M.com	Advanced accountancy

2.d Real Life Application Mapping – Mention Application from Very Common Day to Day Life

No.	Real Life Application Mapping with the Course
1	Management of day to day records

3. Past Results – Division-Wise and Topic-Wise Result Based Analysis

Details	Target - Nov 2020	Nov 2019	Nov 2018	Mar 2017
Course Passing %	100%	89%	88.52%	
Marks Obtained by Course Topper (mark/100)		92	88	

Year	Division A		Division B		Division C	
	Initials of Teacher	% Result	Initials of Teacher	% Result	Initials of Teacher	% Result
Nov 2019	Dr. Poonam M	89				
Nov 2018	Suraj Dubey	88.52				

Topics which affect results negatively	Module Number	Recommendations to overcome these issues & improve result in future
Depreciation	3	More class room practice, Assignments and homework sheets

4 All the Learning Resources – Books and E-Resources

4.a List of Text Books (T – Symbol for Text Books) to be Referred by Students

Sr. No	Text Book Titles	Author/s	Publisher	Edition	Module Nos.
1					
2					

4.b List of Reference Books (R – Symbol for Reference Books) to be Referred by Students

Sr. No	Reference Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Financial Accounting	Tulsian			All
2	Financial Accounting	Chodpe L N			All
3	Financial Accounting	R K Agarwal			All
4					

4.c List of E - Books (E – Symbol for E-Books) to be Referred by Students

Sr. No	E- Book Titles	Author/s	Publisher	Edition	Module Nos.
1					
2					

4.d Web Links and Names of Magazines, Journals, E-journals – [VIT is member of IIT Bombay Library]

Refer online journals subscribed in VIT library. You can also access IIT Bombay online library for journals from IITB campus.

Sr. No.	Web-Links and Names of Journals and E-Journals Recommended to Students for this Course	Web-Links and Names of Magazines Recommended to Students for this Course	Module Nos.
1			All
2			

4.e Module Best Available in - Tick the best resource [from 4.a to 4.d in this AAP] & give details

Module No.	Category (Please Tick Mark) - √						Available In VSIT Library?		Details of the Resource (i.e. Name, Chapter & Page No., etc.)
	Book			Magazine	Journals		Y	N	
	Text	Reference	E-Book		Regular	E-Journal			
1	✓	✓					Y		Unit 1-4
2	✓	✓					Y		Unit 1-4
3	✓	✓					Y		Unit 1-4
4	✓	✓					Y		Unit 1-4

4.f Web Links for Online Notes/YouTube/VSIT Digital Content/VIT Lecture Capture/NPTEL Videos

Students can view lectures by VSIT professors, captured through LMS 'Lecture Capture' in VIT campus for previous years.

No.	Websites / Links	Module Nos.
1	Digital Content (live.vsit.edu.in)	1-4
2		
3		
4		
5		
6		
7		

4.g Recommended MOOC Courses like Coursera / NPTEL / MIT-OCW / edX etc.

Sr. No.	MOOC Course Link	Course conducted by – Person / University / Institute / Industry	Course Duration	Certificate (Y / N)

4.h Recommended Value Added Courses (VAC)

Sr. No.	Name of the Value Added Course	Conducted by – Person / Institute / Industry	Course Duration	Certificate (Y / N)
1				

4.i Study Material Distributed among Students

Tick if distributed among students					
GQ	Notes	Digital Content	PPT	EQ (updated till the Last Exam)	Other (Write Details)
✓	✓	✓	✓	✓	Practical problems worksheets

5. Consolidated Course Lesson Plan

	From (date/month/year)	To (date/month/year)	Total Number of Weeks
Semester Duration	18/06/2018		

Week	Lecture no.	Module No.	Lecture Topics / IA 1 and IA 2 / BSA planned to be covered	Actual date of Completion	COs	Recommended Prior Viewing / Reading	
						Lecture No. (on LMS)	Chapter No. / Page Nos./ Books/ Web Site
1	1	1	Introduction to Syllabus		1		
	2	1	Basics of Accounting: Meaning & Scope		1		
	3	1	Need & Development of Accounting		1		
	4	1	Branches of accounting		1		
2	5	1	Accounting Concepts		1		
	6	1	Accounting Principles		1		
	7	1	Introduction to Accounting Standards		1		

	8	1	Accounting Standards		3		
3	9	1	Accounting Standards		2		
	10	1	Accounting Disclosure		1		
	11	2	Accounting cycle, Meaning of Journal		1		
	12	2	Journal Entries		1		
4	13	2	Journal Entries		1		
	14	2	Journal Entries		1		
	15	2	Ledger Entries		1		
	16	2	Ledger Entries		1		
5	17	2	Ledger Entries		1		
	18	2	Trial Balance		2		
	19	2	Trial Balance		2		
	20	2	Trial Balance		1		
6	21	2	Subsidiary books: Purchase, Purchase Returns		2		
	22	2	Sales, Sales Returns		2		
	23	2	cash book – (Simple column)		2		
	24	2	cash book – (Double column)		3		
7	25	2	cash book – Triple Column)		3		

	26	3	Bank Reconciliation Statement.		3		
	27	3	Problems on Bank Reconciliation Statement.		3		
	28	3	Problems on Bank Reconciliation Statement.		3		
8	29	3	Capital expenditure and capital Receipt				
	30	3	Revenue expenditure and Revenue Receipt				
	31	3	Deferred Revenue expenditure		3		
	32	3	Distinction between capital receipts and revenue Receipt		3		
9	33	3	Revenue profit or loss, capital profit or loss		1		
	34	3	Meaning of Depreciation		3		
	35	3	Practical problems on SLM		3		
	36	3	Practical problems on SLM		1		
10	37	3	Practical problems on SLM		1		
	38	3	Practical problems on SLM		1		
	39	3	Practical problems on SLM		2		
	40	3	Practical problems on SLM		1		
11	41	3	Practical Problems on WDV		1		
	42	3	Practical Problems on WDV		1		
	43	3	Practical Problems on WDV		2		

	44	3	Practical Problems on WDV				
12	45	3	Practical Problems on WDV				
	46	4	Manufacturing Final Accounts		4		
	47	4	Manufacturing Final Accounts		4		
	48	4	Manufacturing Final Accounts		1		
13	49	4	Manufacturing Final Accounts		1		
	50	4	Manufacturing Final Accounts		1		
	51	4	Manufacturing Final Accounts		1		
	52	4	Manufacturing Final Accounts		1		
14	53	4	Partners Final Accounts		1		
	54	4	Partners Final Accounts		1		
	55	4	Partners Final Accounts		1		
	56	4	Partners Final Accounts		1		
15	57	4	Partners Final Accounts		1		
	58	4	Partners Final Accounts				
	59	All	University Paper Discussion				
	60	All	University Paper Discussion				

6. Rubric for Grading and Marking of Term Work (inform students at the beginning of semester)

Lecture + Practical (% Attendance) & Marks	Assignments	Tutorial	Lab / Practical Performance	Lab Journal Assessment	Class Tests (Other than IA)	Class participation	Other (2) Specify	Total
						5		5

7. Assignments / Tutorials Details (must attach print out of all questions together with AAP)

Assignment No.	Title of the Assignments / Tutorials	CO Map	Assignments given to Students on	Date of Submission
1	Accounting standards	CO1	3 rd Week	4 th Week
2	Journal & Ledgers	CO2	5 th Week	6 th Week
3	Depreciation	CO3	8 th Week	9 th Week
4	Final accounts	CO4	11 th Week	12 th Week

Analysis of Assignment / Tutorial Questions and Related Resources

Assignment No.	Week No.	Type* (√)			Module No.	Based on #			Question Type (√)	
		R	UQ	OBT		Text Book	Reference Book	Other Learning Resource	MU EQ	Thought Provoking
1	3	✓			1		✓	E Book	✓	
2	5	✓			2		✓		✓	
3	8	✓			3		✓		✓	
4	11			✓	4		✓	E Book	✓	

* Tick (√) the Type of the Assignment: Regular (R); Unannounced Quiz (UQ); Open Book Test for TY/SY/MASTERS (OBT)

Write number for Text book, reference book, other learning resource from this AAP – from Points 4.a to 4.d

8. Internal Assessment / Other Class Test / Open Book Test (OBT)/Take Home Test (THT) Details

Tests	Test Dates	Module No.	CO Map	IA Question Paper Pattern	Policy
1 st IA Test	7 or 8 th Week	1 & 2	1 & 2	Q1 – MCQ - 10 Marks Q2 – 1 numerical 5 Marks Q3 – 1 numerical 5 Marks 20 marks each for IA 1 & 2	No IA Re-test
2nd IA Test					IA is a Head of passing *
Pop Quiz					
Open Book Test					
Take Home Test					
Class tests / prelims					
Class tests / prelims					
Any other test/exams					

* IA failures will have to appear for re-test in next semester

9.a Practical Activities – Regular Experiments

Practical No.	Module No.	Title of the Regular Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1					
2					
3					
4					
5					
6					
7					
8					
9					

10					
----	--	--	--	--	--

9.b Practical Activities – Newly Added Experiments

Practical No.	Module No.	Title of the Newly Added Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1					
2					

9.c Practical Activities – PBL Experiments

Practical No.	Module No.	Title of the PBL Experiments	Concepts to be highlighted	CO Map	Audit / Quality (0 to 4)
1				1	

10. Beyond Syllabus Activities for Gap Mitigation

No.	Type of the Activity	Activities	Details – no of attendees, guest, feedback, mark sheet, report
1		Guest Lecture / Workshops	
2		Industrial Visit	
3	Test and Assessments	Class Tests – (other than IA)	Surprise test
4		Mini Projects	NA
5		Pop Quiz	
6		Mobile App Based Quiz	NA
7		Open Book Test	Yes
8		Take Home Test	Yes (5 question from each unit)
9	Collaborative and Group Activity	Poster Presentation	NA
10		Minute Papers	NA
11		Students Seminar	NA
12		Students Debates	NA
13		Panel Discussion / Mock GD	NA
14		Mock Interview	NA
15	Co-curricular	MOOC-NPTEL/Coursera Videos	NA

16	Courses	Value Added Courses	NA
17		Lecture Capture Usage	NA

*** Do not delete any activity. Give details for planned events. Write 'NA' for activity Not Planned.**

Consolidated Academic Administration Plan Prepared by (mention all theory teaching faculty names with signature)

Poonam Mirwani

Faculty 1 Name (Sign.)

Faculty 2 Name (Sign.)

Faculty 3 Name (Sign.)

External Industry Mentor (Sign.)

External Academic Mentor (Sign.)

VSIT Cluster Mentor Name (Sign.)

Head of Dept. (Sign.)

Version 2018-2019

The academic resources available in VSIT –

VMIS (ERP)	V-Refer and V-Live	VSIT Library	VAC & MOOC Courses
Institute & Department Vision and Mission	Former IA question papers and solutions (prepared by faculty)	Former IA question papers solutions - hardcopy	Value Added Courses (VAC) are conducted throughout the semester & in the semester break - Enrol for the VACs
Program Educational Objectives (PEO)	MU end semester examination question papers and solutions (prepared by faculty)	MU end semester exam question paper & solutions - by faculty, hardcopy	
Program Specific Outcome (PSO)	Class notes and Digital Content for the subject (scanned / typed by faculty)	All text books, reference books, e -books mentioned in the syllabus & AAP	Online courses from NPTEL, Coursera etc. are pursued throughout the semester - Register for the course & get certified
Program Outcome (PO)	Comprehensive question bank, EQ, GQ, PPT, Class Test papers	Technical journals and magazines for reference	
Departmental Knowledge Map	Academic Administration Plan & Beyond Syllabus Activity report	VSIT library is member of IIT Bombay Library	Watch former lectures captured in LMS at VSIT

1.a Course Objectives (write in detail – follow NBA guideline in this regard)

Cognitive	What do you want students to know?	To understand the importance of effective communication, its role in the media, the use of technology and new methods to enhance communication.
Affective	What do you want students to think / care about?	To realise the role of effective communication its importance in business correspondence.
Behavioural	What do you want students to be able to do?	To communicate effectively with ease, verbally and non-verbally and to present themselves with confidence.

1.b Course Outcome (CO) Statements and Module-Wise Mapping (follow NBA guideline)

CO No.	Statements	Related Module/s
CO1	Introduce aspects of communication essential for business communication.	Unit 1
CO2	Train learners in reading wrt translation	Unit 2
CO3	To enhance learners' oral communication and prepare them for quick thinking and presentation	Unit 3
CO4	To familiarize them with translation in communication	Unit 4

1.c Mapping of COs with POs (mark S: Strong, M: Moderate, W: Weak, Dash '-': not mapped)

	PO 1	PO 2	PO 3	PO 4	PO 5	PO 6	PO 7	PO 8	PO 9	PO 10	PO 11	PO 12
CO 1												
CO 2												
CO 3												
CO 4												
CO 5												

1.d Mapping of COs with PSOs (mark S: Strong, M: Moderate, W: Weak, Dash ‘-’:not mapped)

	PSO 1	PSO 2	PSO 3	PSO 4
CO 1				
CO 2				
CO 3				
CO 4				
CO 5				

1.e Teaching and Examination Scheme (As specified by the University) for the Course

Categories	Mathematics	Computing / IT / Electronics	Humanities & Soft Skill	Social Sciences	Commerce	Management	Multidisciplinary
Tick suitable category			✓				

Subject Code	Subject Name	Teaching Scheme			Credits Assigned			
		Theory	Practical	Tutorial	Theory	TW/Practical	Tutorial	Total
UABMM304	EC-I	75	-	-	-	-	-	

Subject Code	Subject Name	Examination Scheme							
		Theory Marks IA Test			End Sem. Exam Marks	TW	Practical	Oral	Total
		IA 1	IA 2	Sum of IA1 and IA2					
UABMM304	EC-I	20	05	25	75	-	-	-	100

1.f Faculty-Wise Distribution of all Lecture-Practical-Tutorial Hours for the Course

Divisions	Lecture (Hrs.)	Practical (Hrs.)				Tutorial (Hrs.)			
		Batch 1	Batch 2	Batch 3	Batch 4	Batch 1	Batch 2	Batch 3	Batch 4
A	3.33	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.

1.g Office Hours (Faculty will be available in office in this duration for solving students' query)

Division	Day	Time (at least 1 Hr. / Division)	Venue (Office Room No.)
A	Monday	3 p.m. – 4 p.m.	VIIIE room X-101

2.a Syllabus: Module Wise Teaching Hours and % Weightage in University Question Paper

Module No.	Module Title and Brief Details	Teaching Hrs. for each module	% Weightage in University Question Papers
	Introduction to Communication	12	25

	Reading – English, Hindi or Marathi	12	25
	Thinking and Presentation	12	25
	Translation	12	25
* Insert rows for more modules in the Course		Total	48 lectures
			100

2.b Prerequisite Courses

No.	Semester	Name of the Course	Topic/s
1	HSC	-	-

2.c Relevance to Future Courses

No.	Semester	Name of the Course
1		
2		

2.d Real Life Application Mapping – Mention Application from Very Common Day to Day Life

No.	Real Life Application Mapping with the Course
1	Group Discussions
2	Interviews
3	Meetings and Conferences
4	Written business correspondence such as letters and reports

3. Past Results – Division-Wise and Topic-Wise Result Based Analysis

Details	Target - Nov 2018	Nov 2017	Nov 2016	Nov 2015
Course Passing % – Average of 6 Divisions	100%			
Marks Obtained by Course Topper (mark/100)				

Year	Division A		Division B		Division C		Division D		Division E		Division F	
	Initials of Teacher	% Result	Initials of Teacher	% Result	Initials of Teacher	% Result	Initials of Teacher	% Result	Initials of Teacher	% Result	Initials of Teacher	% Result
Nov 2017												

Nov 2016													
Nov 2015													

Topics which affect results negatively	Module Number	Recommendations to overcome these issues & improve result in future

4 All the Learning Resources – Books and E-Resources

4.a List of Text Books (T – Symbol for Text Books) to be Referred by Students

Sr. No	Text Book Titles	Author/s	Publisher	Edition	Module Nos.
1					

4.b List of Reference Books (R – Symbol for Reference Books) to be Referred by Students

Sr. No	Reference Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Business Communication	Meenakshi Raman & Prakash Singh	Oxford University Press		1-4
2	Professional communication	Aruna Koneru	Tata McGraw Hill		1-4
3	Business Communication	Urmila Rai			1

4.c List of E - Books (E – Symbol for E-Books) to be Referred by Students

Sr. No	E- Book Titles	Author/s	Publisher	Edition	Module Nos.
1					

4.d Web Links and Names of Magazines, Journals, E-journals – [VIT is member of IIT Bombay Library]

Refer online journals subscribed in VIT library. You can also access IIT Bombay online library for journals from IITB campus.

Sr. No.	Web-Links and Names of Journals and E-Journals Recommended to Students for this Course	Web-Links and Names of Magazines Recommended to Students for this Course
	Communication Today	lib.mylibrary.com

4.e Module Best Available in - Tick the best resource [from 4.a to 4.d in this AAP] & give details

Module No.	Category (Please Tick Mark) - √						Available In VSIT Library?		Details of the Resource (i.e. Name, Chapter & Page No., etc.)
	Book			Magazine	Journals		Y	N	
	Text	Reference	E-Book		Regular	E-Journal			

1-4		✓				✓		Business Communication By Meenakshi Raman and Prakash Singh
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4.f Web Links for Online Notes/YouTube/VSIT Digital Content/VIT Lecture Capture/NPTEL Videos

Students can view lectures by VSIT professors, captured through LMS 'Lecture Capture' in VIT campus for previous years.

No.	Websites / Links	Module Nos.
1	Digital Content (live.vsit.edu.in)	1-4
2	PPTs	1-4

4.g Recommended MOOC Courses like Coursera / NPTEL / MIT-OCW / edX etc.

Sr. No.	MOOC Course Link	Course conducted by – Person / University / Institute / Industry	Course Duration	Certificate (Y / N)
1	Critical Thinking & Problem-Solving https://www.edx.org/course/critical-thinking-problem-solving-ritx-skills103x-0	Mike Johansson. Senior Lecturer, School of Communication Rochester Institute of Technology	3 weeks	Y

4.h Recommended Value Added Courses (VAC)

Sr. No.	Name of the Value-Added Course	Conducted by – Person / Institute / Industry	Course Duration	Certificate (Y / N)
1				

4.i Study Material Distributed among Students

Tick if distributed among students					
GQ	Notes	Digital Content	PPT	EQ (updated till the Last Exam)	Other (Write Details)
-	✓	✓	✓	-	-

5. Consolidated Course Lesson Plan

	From (date/month/year)	To (date/month/year)	Total Number of Weeks
Semester Duration			

Week No.	Lecture no.	Module No.	Lecture Topics / IA 1 and IA 2 / BSA planned to be covered	Actual date of Completion	COs	Recommended Prior Viewing / Reading	
						Lecture No. (on LMS)	Chapter No. / Page Nos. / Books/ Web Site

1	Introduction to communication	CO1		
2	Concept, process. Relevance in the media	CO1		
3	General and Technical	CO1		
4	General and Technical	CO1		
5	Measures to Overcome the Barriers	CO1		
6	Measures to Overcome the Barriers	CO1		
7	Types of Communication	CO1		
8	Verbal	CO1		
9	Non-verbal	CO1		
10	Non-verbal	CO1		
11	Advantages of Written communication	CO2		
12	Anchoring and Voice modulation	CO2		
13	Interview	CO2		
14	Public Speaking	CO2		
15	Skits and plays	CO2		
16	Pane discussion	CO2		
17	Voice over	CO2		
18	Elocution	CO2		

19	Debate		C03		
20	GDs		C03		
21	Listening		C03		
22	Listening		C03		
23	Reading		C03		
24	Newspaper and Magazine articles		C03		
25	Tv and docus		C03		
26	Radio bulletins		C01		
27	Press Release		C03		
28	Recognizing aspects of language		C03		
29	Importance of spelling		C03		
30	Recognizing various aspects of language		C03		
31	100 media words		C03		
32	100 media words		C03		
33	Grammar		C03		
34	Grammar		C03		
35	Thinking		C03		
36	Thinking		C03		

	37		Presentation		CO3		
	38		Presentation				
	39		Presentation		CO4		
	40		Translation		CO4		
	41		Problems in Translation		CO4		
	42		ICT and Translation		CO4		
	43		Interpretation		CO4		
	44		Interpretation		CO4		
	45		Translator		CO4		
	46		Revision		CO4		
	47		Class Test		CO4		
	48		Revision		CO4		

6. Rubric for Grading and Marking of Term Work (inform students at the beginning of semester)

Lecture + Practical (% Attendance) & Marks	Assignments	Tutorial	Lab / Practical Performance	Lab Journal Assessment	Class Tests (Other than IA)	Class participation	Other (2) specify	Total
						5		5

7. Assignments / Tutorials Details (must attach print out of all questions together with AAP)

Assignment No.	Title of the Assignments / Tutorials	CO Map	Assignments given to Students on	Date of Submission
1	case study in cross-cultural communication	CO 2	WEEK 3	WEEK 4
2	Questions from each unit	ALL	EVERY WEEK	A WEEK LATER
3	Case study in surrogate advertising	CO 3	WEEK 4	WEEK 5

Analysis of Assignment / Tutorial Questions and Related Resources

Assignment No.	Week No.	Type* (√)			Module No.	Based on #			Question Type (√)	
		R	UQ	OBT		Text Book	Reference Book	Other Learning Resource	MU EQ	Thought Provoking
1		<input checked="" type="checkbox"/>			1		<input checked="" type="checkbox"/>			<input checked="" type="checkbox"/>
2		<input checked="" type="checkbox"/>			2		<input checked="" type="checkbox"/>			<input checked="" type="checkbox"/>
3		<input checked="" type="checkbox"/>			3		<input checked="" type="checkbox"/>			

* Tick (√) the Type of the Assignment: Regular (R); Unannounced Quiz (UQ); Open Book Test for TY/SY/MASTERS (OBT)

Write number for Text book, reference book, other learning resource from this AAP – from Points 4.a to 4.d

8. Internal Assessment / Other Class Test / Open Book Test (OBT)/Take Home Test (THT) Details

Tests	Test Dates	Module No.	CO Map	IA Question Paper Pattern	Policy
1 st IA Test				Q1 10 Marks Q2 10 Marks 20 marks each for IA 1 & 2	No IA Re-test
2 nd IA Test					IA is a Head of passing *
Pop Quiz					
Open Book Test					
Take Home Test					
Class tests / prelims					

Class tests / prelims					
Any other test/exams					

* IA failures will have to appear for re-test in next semester

9.a Practical Activities – Regular Experiments

Practical No.	Module No.	Title of the Regular Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
		NA			

9.b Practical Activities – Newly Added Experiments

Practical No.	Module No.	Title of the Newly Added Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1		NA			

9.c Practical Activities – PBL Experiments

Practical No.	Module No.	Title of the PBL Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1	1	CASE STUDY			

10. Beyond Syllabus Activities for Gap Mitigation

No.	Type of the Activity	Activities	Details – no of attendees, guest, feedback, mark sheet, report
1	Interaction with Outside World	Guest Lecture / Workshops	Yes
2		Industrial Visit	-
3	Test and Assessments	Class Tests – (other than IA)	-
4		Mini Projects	-
5		Pop Quiz	-
6		Mobile App Based Quiz	-
7		Open Book Test	Yes
8		Take Home Test	-
9	Collaborative and Group Activity	Poster Presentation	-
10		Minute Papers	Yes

11		Students Seminar	No
12		Students Debates	Yes
13		Panel Discussion / Mock GD	Yes
14		Mock Interview	No
15	Co-curricular Courses	MOOC-NPTEL/Coursera Videos	
16		Value Added Courses	
17		Lecture Capture Usage	

*** Do not delete any activity. Give details for planned events. Write 'NA' for activity Not Planned.**

Consolidated Academic Administration Plan Prepared by (mention all theory teaching faculty names with signature) L

Ranjit Singh Anand

Faculty 1 Name (Sign.)

Faculty 2 Name (Sign.)

Faculty 3 Name (Sign.)

External Industry Mentor (Sign.)

External Academic Mentor (Sign.)

Anindita Banerji

VSIT Cluster Mentor Name (Sign.)

Anindita Banerji

Head of Dept. (Sign.)

Version 2020-21

The academic resources available in VSIT –

VMIS (ERP)	V-Refer and V-Live	VSIT Library	VAC & MOOC Courses
Institute & Department Vision and Mission	Former IA question papers and solutions (prepared by faculty)	Former IA question papers solutions - hardcopy	Value Added Courses (VAC) are conducted throughout the semester & in the semester break - Enrol for the VACs
Program Educational Objectives (PEO)	MU end semester examination question papers and solutions (prepared by faculty)	MU end semester exam question paper & solutions - by faculty, hardcopy	
Program Specific Outcome (PSO)	Class notes and Digital Content for the subject (scanned / typed by faculty)	All text books, reference books, e -books mentioned in the syllabus & AAP	Online courses from NPTEL, Coursera etc. are pursued throughout the semester - Register for the course & get certified
Program Outcome (PO)	Comprehensive question bank, EQ, GQ, PPT, Class Test papers	Technical journals and magazines for reference	
Departmental Knowledge Map	Academic Administration Plan & Beyond Syllabus Activity report	VSIT library is member of IIT Bombay Library	Watch former lectures captured in LMS at VSIT

1.a Course Objectives (write in detail – follow NBA guideline in this regard)

Cognitive	What do you want students to know?	To get a clear picture of all the issues prevailing in the society and its impact on life.
Affective	What do you want students to think / care about?	To think of root cause of social problems and to care for the deprived masses.
Behavioural	What do you want students to be able to do?	To be bold and courageous enough to take corrective measures and fight against all social evils.

1.b Course Outcome (CO) Statements and Module-Wise Mapping (follow NBA guideline)

CO No.	Statements	Related Module/s
CO1	To have an overview of Indian society, its regional and demographic variations.	Unit 1
CO2	To understand the concept of disparity arising due to gender inequality and other linguistic differences.	Unit 1
CO3	To know duties and values to strengthen the societal values	Unit 2
CO4	To understand Indian constitution and other political processes	Unit 3, 4 & 5

1.c Mapping of COs with POs (mark S: Strong, M: Moderate, W: Weak, Dash '-': not mapped)

	PO 1	PO 2	PO 3	PO 4	PO 5	PO 6	PO 7	PO 8	PO 9	PO 10	PO 11	PO 12
CO 1												
CO 2												
CO 3												
CO 4												
CO 5												

1.d Mapping of COs with PSOs (mark S: Strong, M: Moderate, W: Weak, Dash '-':not mapped)

	PSO 1	PSO 2	PSO 3	PSO 4
CO 1				
CO 2				
CO 3				
CO 4				
CO 5				

1.e Teaching and Examination Scheme (As specified by the University) for the Course

Categories	Mathematics	Computing / IT / Electronics	Humanities & Soft Skill	Social Sciences	Commerce	Management	Multidisciplinary
Tick suitable category			✓				

Subject Code	Subject Name	Teaching Scheme			Credits Assigned			
		Theory	Practical	Tutorial	Theory	TW/Practical	Tutorial	Total
UBMS205	Foundation Course - I	75		-	2		-	2

Subject Code	Subject Name	Examination Scheme							
		Theory Marks IA Test			End Sem. Exam Marks	TW	Practical	Oral	Total
		IA 1	IA 2	Sum of IA1 and IA2					
UBMS205	Foundation Course - I	20	05	25	75	-		-	100

1.f Faculty-Wise Distribution of all Lecture-Practical-Tutorial Hours for the Course

Divisions	Lecture (Hrs.)	Practical (Hrs.)				Tutorial (Hrs.)			
		Batch 1	Batch 2	Batch 3	Batch 4	Batch 1	Batch 2	Batch 3	Batch 4
A			N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.

1.g Office Hours (Faculty will be available in office in this duration for solving students' query)

Division	Day	Time (at least 1 Hr. / Division)	Venue (Office Room No.)
A	Monday	3 p.m. – 4 p.m.	Faculty Staff Room

2.a Syllabus: Module Wise Teaching Hours and % Weightage in University Question Paper

Module No.	Module Title and Brief Details	Teaching Hrs. for each module	% Weightage in University Question Papers
1	Overview of Indian society	9	20
2	Concept of disparity 1	9	20
3	Concept of disparity 2	9	20
4	The Indian constitution	9	20
5	Significant aspects of political processes	9	20
* Insert rows for more modules in the Course		Total	45
			100

2.b Prerequisite Courses

No.	Semester	Name of the Course	Topic/s
1	1	Political Science	
2	2	Foundation of Human Skills	All

2.c Relevance to Future Courses

No.	Semester	Name of the Course
1	1	FC II
2	2	M.Com, Semester I Business Ethics and Corporate Social Responsibility

2.d Real Life Application Mapping – Mention Application from Very Common Day to Day Life

No.	Real Life Application Mapping with the Course
1	Students will be aware of the social fabric in India
2	He/she will be able to mould them in right way to be better citizens
3	Students will be gain knowledge about Indian Constitution and will form a good Foundation to lead good life by knowing their duties as well as their Rights
4	They will know about party systems in Indian Politics to vote in a right way to keep Democracy alive.

3. Past Results – Division-Wise and Topic-Wise Result Based Analysis

Details	Target – Oct/Nov 2020	Oct 2019	Nov 2018
Course Passing % – Average of 6 Divisions	100%		
Marks Obtained by Course Topper (mark/100)			

Year	Division A		Division B		Division C		Division D		Division E		Division F	
	Initials of Teacher	% Result	Initials of Teacher	% Result	Initials of Teacher	% Result	Initials of Teacher	% Result	Initials of Teacher	% Result	Initials of Teacher	% Result
Nov 2019												
Nov 2018												

Topics which affect results negatively	Module Number	Recommendations to overcome these issues & improve result in future
Indian Constitution	4	Teaching through Skit performance

4 All the Learning Resources – Books and E-Resources

4.a List of Text Books (T – Symbol for Text Books) to be Referred by Students

Sr. No	Text Book Titles	Author/s	Publisher	Edition	Module Nos.
1	FOUNDATION COURSE - 1		Seth		All
2	FOUNDATION COURSE – 1	Mascarenhas & Mody	Marvel Publications		All

4.b List of Reference Books (R – Symbol for Reference Books) to be Referred by Students

Sr. No	Reference Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Introduction to constitution of India	Brij Kishore Sharma			4-5
2	Society in India	Ram Ahuja			1-3

4.c List of E - Books (E – Symbol for E-Books) to be Referred by Students

Sr. No	E- Book Titles	Author/s	Publisher	Edition	Module Nos.

4.d Web Links and Names of Magazines, Journals, E-journals – [VIT is member of IIT Bombay Library]

Refer online journals subscribed in VIT library. You can also access IIT Bombay online library for journals from IITB campus.

Sr. No.	Web-Links and Names of Journals and E-Journals Recommended to Students for this Course	Module No.

1.	http://factsanddetails.com/india/People_and_Life/sub7_3c/entry-4179.html	1	
2.	Economic and Political Weekly https://www.epw.in/tags/globalisation	5	
3.	https://www.womenshealth.gov/relationships-and-safety/other-types	2& 3	

4.e Module Best Available in - Tick the best resource [from 4.a to 4.d in this AAP] & give details

Module No.	Category (Please Tick Mark) - √						Available In VSIT Library?		Details of the Resource (i.e. Name, Chapter & Page No., etc.)
	Book			Magazine	Journals		Y	N	
	Text	Reference	E-Book		Regular	E-Journal			
1-4		✓					✓		

4.f Web Links for Online Notes/YouTube/VSIT Digital Content/VIT Lecture Capture/NPTEL Videos

Students can view lectures by VSIT professors, captured through LMS 'Lecture Capture' in VIT campus for previous years.

No.	Websites / Links	Module Nos.
1	Digital Content (live.vsit.edu.in)	1-5
2	PPTs	1-5

4.g Recommended MOOC Courses like Coursera / NPTEL / MIT-OCW / edX etc.

Sr. No.	MOOC Course Link	Course conducted by – Person / University / Institute / Industry	Course Duration	Certificate (Y / N)
1	https://swayam.gov.in/courses/		30	Y

4.h Recommended Value Added Courses (VAC)

Sr. No.	Name of the Value Added Course	Conducted by – Person / Institute / Industry	Course Duration	Certificate (Y / N)
1	Personality Development		10Hrs	Y
2	Leadership		10Hrs	Y

4.i Study Material Distributed among Students

Tick if distributed among students					
GQ	Notes	Digital Content	PPT	EQ (updated till the Last Exam)	Other (Write Details)
✓	✓	✓	✓	✓	-

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5. Consolidated Course Lesson Plan

	From (date/month/year)	To (date/month/year)	Total Number of Weeks
Semester Duration			

Week No.	Lecture no.	Module No.	Lecture Topics / IA 1 and IA 2 / BSA planned to be covered	Actual date of Completion	COs	Recommended Prior Viewing / Reading	
						Lecture No. (on LMS)	Chapter No. / Page Nos./ Books/ Web Site
	1	I	Introduction to syllabus		CO1		
	2	I	Overview of Indian Society, Understand the multi-cultural diversity of Indian society through its demographic composition		CO1		
	3	I	Population distribution according to religion, caste, and gender.		CO2		
	4	I	Appreciate the concept of linguistic diversity in relation to the Indian situation.		CO1		
	5	I	Understand regional variations according to rural, urban, and tribal characteristics.		CO1		
	6	I	Understand the concept of disparity as arising out of stratification and inequality;		CO1		
	7	I	Class System, Caste System		CO1& CO2		
	8	II	Caste System		CO2		
	9	II	Explore the disparities arising out of gender with special reference to violence against women.		CO2		
	10	2	female foeticide (declining sex ratio)		CO1		

	11	2	Portrayal of women in media;		CO1		
	12	2	Solution to Socio Economic Problems of women in India		CO1		
	10	2	Female foeticide (declining sex ratio)		CO1		
	11	2	Portrayal of women in media;		CO1		
	13	2	Appreciation of inequalities faced by disabled people		CO2		
	14	2	Auditorily Handicapped, Orthopedically. , Mentally Challenged		CO2		
	15	2	Socially Handicapped & service available to them		CO2		
	13	2	Appreciation of inequalities faced by disabled people		CO2		
	16	2	Examine inequalities manifested due to the caste system		CO2		
	17	2	Measures to combat Inequality		CO2		
	18	3	Measures to combat Social Exclusion		CO2		
	19	3	Inter-group conflicts		CO3		
	20	3	Understand inter-group conflicts arising out of communalism		CO3		
	21	3	Examine the causes and effects of conflicts arising out of Caste		CO3		
	22	3	Examine the causes and effects of conflicts arising out of Linguism		CO3		
	23	3	Examine the causes and effects of conflicts arising out of Regionalism		CO3		

	24	3	REVISION				
	25	3	REVISION				
	26	3	Preamble to the constitution		CO4		
	27	3	Structure of constitution		CO4		
	28	4	Fundamentals duties of Indian Citizen		CO4		
	29	4	Criticisms of fundamental duties		CO4		
	30	4	Concept of TOLERANCE		CO4		
	31	4	Importance of tolerance		CO4		
	32	4	Concept of Peace & Harmony		CO4		
	33	4	Basic features of Indian Constitution - I		CO4		
	34	4	Basic features of Indian Constitution – II		CO4		
	35	4	Revision		CO4		
	36	4	Political party System in India		CO4		
	37	4	Characteristics of Political party in India		CO4		
	38	5	URBAN: Local self-government		CO4		
	39	5	RURAL: Local self-government		CO4		
	40	5	The constitution ACT 1992, Amendments		CO4		
	41	5	73rd & 74th amendments & their implications for inclusive politics		CO4		

	42	5	Role of women in politics		CO4		
	43	5	Significance of women in politics		CO4		
	44	5	REVISION		CO4		
	45	5	Revision		CO4		

6. Rubric for Grading and Marking of Term Work (inform students at the beginning of semester)

Lecture + Practical (% Attendance) & Marks	Assignments	Tutorial	Lab / Practical Performance	Lab Journal Assessment	Class Tests (Other than IA)	Class participation	Other (2) Specify	Total
						5		5

7. Assignments / Tutorials Details (must attach print out of all questions together with AAP)

Assignment No.	Title of the Assignments / Tutorials	CO Map	Assignments given to Students on	Date of Submission

Analysis of Assignment / Tutorial Questions and Related Resources

Assignment No.	Week No.	Type* (✓)			Module No.	Based on #			Question Type (✓)	
		R	UQ	OBT		Text Book	Reference Book	Other Learning Resource	MU EQ	Thought Provoking
1		✓			1		✓		✓	
2		✓			2		✓		✓	
3		✓			3		✓		✓	
4		✓			4		✓		✓	
5.		✓			5		✓		✓	

* Tick (✓) the Type of the Assignment: Regular (R); Unannounced Quiz (UQ) ; Open Book Test for TY/SY/MASTERS (OBT)

Write number for Text book, reference book, other learning resource from this AAP – from Points 4.a to 4.d

8.

Internal Assessment / Other Class Test / Open Book Test (OBT)/Take Home Test (THT) Details

Tests	Test Dates	Module No.	CO Map	IA Question Paper Pattern	Policy
1 st IA Test				Q1 10 Marks Q2 10 Marks 20 marks each for IA 1 & 2	No IA Re-test
2 nd IA Test					IA is a Head of passing *
Pop Quiz					
Open Book Test					
Take Home Test					
Class tests / prelims					
Class tests / prelims					
Any other test/exams					

* IA failures will have to appear for re-test in next semester

9.a

Practical Activities – Regular Experiments

Practical No.	Module No.	Title of the Regular Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)

9.b Practical Activities – Newly Added Experiments

Practical No.	Module No.	Title of the Newly Added Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)

9.c Practical Activities – PBL Experiments

Practical No.	Module No.	Title of the PBL Experiments	Concepts to be highlighted	CO Map	Audit / Quality (0 to 4)

10. Beyond Syllabus Activities for Gap Mitigation

No.	Type of the Activity	Activities	Details – no of attendees, guest, feedback, mark sheet, report
1	Interaction with Outside World	Guest Lecture / Workshops	-
2		Industrial Visit	-
3	Test and Assessments	Class Tests – (other than IA)	Y
4		Mini Projects	Y
5		Pop Quiz	Y
6		Mobile App Based Quiz	-
7		Open Book Test	Y
8		Take Home Test	Y

9	Collaborative and Group Activity	Poster Presentation	-
10		Minute Papers	
11		Students Seminar	Y
12		Students Debates	Y
13		Panel Discussion / Mock GD	Y
14		Mock Interview	-
15	Co-curricular Courses	MOOC-NPTEL/Coursera Videos	
16		Value Added Courses	Y
17		Lecture Capture Usage	

*** Do not delete any activity. Give details for planned events. Write 'NA' for activity Not Planned.**

Consolidated Academic Administration Plan Prepared by (mention all theory teaching faculty names with signature) L

Rumeli Sharma

Faculty 1 Name (Sign.)

Faculty 2 Name (Sign.)

Faculty 3 Name (Sign.)

External Industry Mentor (Sign.)

External Academic Mentor (Sign.)

Mrs Anindita Banerji

Head of Dept. (Sign.)

Version 2020-2021

The academic resources available in VSIT –

VMIS (ERP)	V-Refer and V-Live	VSIT Library	VAC & MOOC Courses
Institute & Department Vision and Mission	Former IA question papers and solutions (prepared by faculty)	Former IA question papers solutions - hardcopy	Value Added Courses (VAC) are conducted throughout the semester & in the semester break - Enrol for the VACs
Program Educational Objectives (PEO)	MU end semester examination question papers and solutions (prepared by faculty)	MU end semester exam question paper & solutions - by faculty, hardcopy	
Program Specific Outcome (PSO)	Class notes and Digital Content for the subject (scanned / typed by faculty)	All text books, reference books, e -books mentioned in the syllabus & AAP	Online courses from NPTEL, Coursera etc. are pursued throughout the semester - Register for the course & get certified
Program Outcome (PO)	Comprehensive question bank, EQ, GQ, PPT, Class Test papers	Technical journals and magazines for reference	
Departmental Knowledge Map	Academic Administration Plan & Beyond Syllabus Activity report	VSIT library is member of IIT Bombay Library	Watch former lectures captured in LMS at VSIT

1.a Course Objectives (write in detail – follow NBA guideline in this regard)

Cognitive	What do you want students to know?	To understand and examine the growing importance of Mass communication
Affective	What do you want students to think / care about?	To study the evolution of Mass Media as an important social institution.
Behavioural	What do you want students to be able to do?	To understand the development of Mass Communication models. To develop a critical understanding of Mass Media.

1.b Course Outcome (CO) Statements and Module-Wise Mapping (follow NBA guideline)

CO No.	Statements	Related Module/s
CO1	To understand the mass communication in Contemporary Society	Unit 1 & 2
CO2	To understand mass media and its impact on the economy	Unit 3
CO3	To understand the concept of New Media and Media Convergence and its implications	Unit 4
CO4		

s

1.c Mapping of COs with POs (mark S: Strong, M: Moderate, W: Weak, Dash '-': not mapped)

	PO 1	PO 2	PO 3	PO 4	PO 5	PO 6	PO 7	PO 8	PO 9	PO 10	PO 11	PO 12
CO 1												
CO 2												
CO 3												
CO 4												

CO 5											
------	--	--	--	--	--	--	--	--	--	--	--

1.d Mapping of COs with PSOs (mark S: Strong, M: Moderate, W: Weak, Dash ‘-’:not mapped)

	PSO 1	PSO 2	PSO 3	PSO 4
CO 1				
CO 2				
CO 3				
CO 4				
CO 5				

1.e Teaching and Examination Scheme (As specified by the University) for the Course

Categories	Mathematics	Computing / IT / Electronics	Humanities & Soft Skill	Social Sciences	Commerce	Management	Multidisciplinary
Tick suitable category							✓

Subject Code	Subject Name	Teaching Scheme			Credits Assigned			
		Theory	Practical	Tutorial	Theory	TW/Practical	Tutorial	Total
	Fundamentals of mass communication	75			3			3

Subject Code	Subject Name	Examination Scheme							
		Theory Marks IA Test			End Sem. Exam Marks	TW	Practical	Oral	Total
		IA 1	IA 2	Sum of IA1 and IA2					
	Fundamentals of mass communication	20	05	25	75				100

1.f Faculty-Wise Distribution of all Lecture-Practical-Tutorial Hours for the Course

Divisions	Lecture (Hrs.)	Practical (Hrs.)				Tutorial (Hrs.)			
		Batch 1	Batch 2	Batch 3	Batch 4	Batch 1	Batch 2	Batch 3	Batch 4
FYBMM	3.33	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.

1.g Office Hours (Faculty will be available in office in this duration for solving students' query)

Division	Day	Time (at least 1 Hr. / Division)	Venue (Office Room No.)
C	Friday	11:00am - 12:00noon	X- block library

2.a Syllabus: Module Wise Teaching Hours and % Weightage in University Question Paper

Module No.	Module Title and Brief Details	Teaching Hrs. for each module	% Weightage in University Question Papers
1	Unit – I Mass Communication Introduction and overview	12	
2	Unit – II History of Mass Media (12)	12	
3	Unit – III Major forms of mass media (12)	12	
4	Unit-IV Impact of Mass Media on Society (12)	12	
5	Unit – V The New Mass Media & media Convergence(12)	12	
6			
7			
* Insert rows for more modules in the Course		Total	60
			100

2.b Prerequisite Courses

No.	Semester	Name of the Course	Topic/s
1	NA	NA	NA
2	NA	NA	NA

2.c Relevance to Future Courses

No.	Semester	Name of the Course
	SYBMM	Media studies
1	TYBMM	Sem IV, V and VI- Advertising
2	MBA/MMM	Specialisation in Advertising
3		

2.d Real Life Application Mapping – Mention Application from Very Common Day to Day Life

No.	Real Life Application Mapping with the Course

1	In field of Advertising
2	Ad agency
3	Mass Media

3. Past Results – Division-Wise and Topic-Wise Result Based Analysis

Details	Target - Mar 2018	Mar 2017	Mar 2016	Mar 2015
Course Passing % – Average	100%	91.55	93.33	
Marks Obtained by Course Topper (mark/100)		90%	91	

Year					FYBMM	
	Initials of Teacher	% Result	Initials of Teacher	% Result		% Result
Mar 2017	ABB	91.55				
Mar 2016	ABB	93.33			NA	NA
Mar 2015						

Topics which affect results negatively	Module Number	Recommendations to overcome these issues & improve result in future
Advertising	1	Assignment & diagrams,
International & Global Advertising & Marketing	3	Practical examples, case study

4 All the Learning Resources – Books and E-Resources

4.a List of Text Books (T – Symbol for Text Books) to be Referred by Students

Sr. No	Text Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Advertising	Amita Shankar	Tata Mc Graw hill		4
2	Advertising Mgmt. Concepts & cases	Manendra Mohan	Pearson	1	3

4.b List of Reference Books (R – Symbol for Reference Books) to be Referred by Students

Sr. No	Reference Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Advertising Management	Batra Myers & Aaker	Pearson	Fifth	4
2	Mass Communication in India	Keval J. Kumar	Jaico		All

3	Advertising Ramaswamy & Namakeeman	Ramaswamy & Namakeeman		1	3
4	Advertising Mgmt. Concepts & cases	Manendra Mohan	Pearson	1	4

4.c List of E - Books (E – Symbol for E-Books) to be Referred by Students

Sr. No	E- Book Titles	Author/s	Publisher	Edition	Module Nos.
1	NA				
2					

4.d Web Links and Names of Magazines, Journals, E-journals – [VIT is member of IIT Bombay Library]

Refer online journals subscribed in VIT library. You can also access IIT Bombay online library for journals from IITB campus.

Sr. No	Web-Links and Names of Journals and E-Journals Recommended to Students for this Course	Web-Links and Names of Magazines Recommended to Students for this Course	Module Nos.
1	Ebesco. online Database	Advertising Age	All
2	International journal on Marketing and trade policy	Campaign India	

4.e Module Best Available in - Tick the best resource [from 4.a to 4.d in this AAP] & give details

Module No.	Category (Please Tick Mark) - √						Available In VSIT Library?		Details of the Resource (i.e. Name, Chapter & Page No., etc.)
	Book			Maga-zine	Journals		Y	N	
	Text	Reference	E-Book		Regular	E-Journal			
1	✓	✓		✓	✓		Y		Unit 1-4
2	✓	✓		✓	✓		Y		Unit 1-4
3	✓	✓		✓	✓		Y		Unit 1-4
4	✓	✓		✓	✓		Y		Unit 1-4

4.f Web Links for Online Notes/YouTube/VSIT Digital Content/VIT Lecture Capture/NPTEL Videos

Students can view lectures by VSIT professors, captured through LMS 'Lecture Capture' in VIT campus for previous years.

No.	Websites / Links	Module Nos.
1	Digital Content (live.vsit.edu.in)	1-4

2	https://www.youtube.com/watch?v=IYINMdV9E	All
3		1
4	https://www.youtube.com/watch?v=hcZ1aZ60k7w	3
5		

4.g Recommended MOOC Courses like Coursera / NPTEL / MIT-OCW / edX etc.

Sr. No.	MOOC Course Link	Course conducted by – Person / University / Institute / Industry	Course Duration	Certificate (Y / N)
1		MHRD	5 weeks	y

4.h Recommended Value Added Courses (VAC)

Sr. No.	Name of the Value Added Course	Conducted by – Person / Institute / Industry	Course Duration	Certificate (Y / N)
1	Film making	ZIMA	5 weeks	Y

4.i Study Material Distributed among Students

Tick if distributed among students					
GQ	Notes	Digital Content	PPT	EQ (updated till the Last Exam)	Other (Write Details)
✓	✓	✓	✓	✓	

5. Consolidated Course Lesson Plan

	From (date/month/year)	To (date/month/year)	Total Number of Weeks
Semester Duration	04/12/2017	10/10/2018	15

Week	Lecture no.	Module No.	Lecture Topics / IA 1 and IA 2 / BSA planned to be covered	Actual date of Completion	COs	Recommended Prior Viewing / Reading	
						Lecture No. (on LMS)	Chapter No. / Page Nos. / Books/ Web Site
1	1	1	Unit – I Mass Communication (12) Introduction (Syllabus)		1		

	2	1	Meaning and need for Mass Communication		1		
	3	1	Forms of Communication: Intra Personal Communication, Interpersonal Communication		1		
	4	1	Group Communication, Public Communication,		1		
2	5	1	Mass Communication: Electronic, Satellite, Interactive, Digital Communication etc.		1		
	6	1	Elements and process of communication		1		
	7	1	Models of Mass Communication: Gerber's Model, Sociological Model		1		
	8	1	Gatekeeping Model, Defleur's Model of the Taste-differentiated Audience Model, Hub Model		3		
3	9	1	Functions of MassCommunication		2		
	10	1	Barriers of Mass Communication		1		
	11	1	Media Quiz		1		
	12	1	Revision		1		
4	13	2	Unit – II Impact of Mass Media (12) Introduction to Mass Media		1		
	14	2	Content and Nature of Mass Media		1		
	15	2	Impact & Influence of Mass Media - The Indian Context:		1		
	16	2	reach, access and nature of audience		1		
5	17	2	Differentiate between Mass Communication & Mass Media		1		
	18	2	Means &Tools of Mass Communication: 1. Traditional & Folk Media: Types, importance of traditional media		2		

	19	2	2. Print: Books, Newspapers, Magazines		2		
	20	2	Broadcast: Television, Radio		1		
6	21	2	Films		2		
	22	2	Internet		2		
	23	2	Advertising, Public Relations (Assignment)		2		
	24	2	Other outdoor media		3		
7	25	3	Unit – III Mass Communicators (06) Political reformers		3		
	26	3	Political reformers		3		
	27	3	Social reformers		3		
	28	3	Social reformers		3		
	29	3	Religious Reformers				
	30	3	Religious Reformers (Presentation/ Assignment)				
	31	4	Unit – IV The New Mass Media (10) Media Convergence: conceptual framework		3		
	32	4	technological dimension, economic dimension, (Group discussion)		3		
9	33	4	socio-cultural dimension and its implications to 'Mass Communication'.		1		
	34	4	Developments in the Economy,		3		
	35	4	Developments in the Society,		3		
	36	4	Developments in Culture and its impact on current communication media		1		

10	37	4	Unit V Impact of mass media on society		1		
	38	4	Political impact		1		
	39	4	Economic impact		2		
	40	4	Developmental impact		1		
11	41	5	Social impact (social reformers)		1		
	42	5	Education		1		
	43	6	Children		2		
	44	6	Women				
12	45	6	Culture				
	46	6	Youth		4		
	47	7	Development		4		
	48	7	Revision		1		
13	49	7	Unit V		1		
	50	7	Elements of new media				
	51		Elements of new media				
	52		Features of new media				
14	53		Technologies of new media				
	54		Challenges of new media				

	55		Acquisition- Personal				
	56		Social				
15	57		National				
	58		Future prospects				
	59		Revision				
	60		Revision				

6. Rubric for Grading and Marking of Term Work (inform students at the beginning of semester)

Lecture + Practical (% Attendance) & Marks	Assignments	Tutorial	Lab / Practical Performance	Lab Journal Assessment	Class Tests (Other than IA)	Class participation	Other (2) Specify	Total
						5		5

7. Assignments / Tutorials Details (must attach print out of all questions together with AAP)

Assignment No.	Title of the Assignments / Tutorials	CO Map	Assignments given to Students on	Date of Submission
1	Unit – I Mass Communication	CO1	3 rd Week	4 th Week
2	Unit – II Impact of Mass Media	CO2	5 th Week	6 th Week
3	Unit – III Mass Communicators	CO3	8 th Week	9 th Week
4	Unit – IV The New Mass Media	CO4	11 th Week	12 th Week
5	Unit-V Impact of Mass Media on Society			

Analysis of Assignment / Tutorial Questions and Related Resources

Assignment No.	Week No.	Type* (✓)			Module No.	Based on #			Question Type (✓)	
		R	UQ	OBT		Text Book	Reference Book	Other Learning Resource	MU EQ	Thought Provoking
1	3	✓			1		✓		✓	
2	5	✓			2		✓		✓	
3	8	✓			3		✓		✓	
4	11			✓	4		✓		✓	

* Tick (✓) the Type of the Assignment: Regular (R); Unannounced Quiz (UQ) ; Open Book Test for TY/SY/MASTERS (OBT)

Write number for Text book, reference book, other learning resource from this AAP – from Points 4.a to 4.d

8.

Internal Assessment / Other Class Test / Open Book Test (OBT)/Take Home Test (THT) Details

Tests	Test Dates	Module No.	CO Map	IA Question Paper Pattern	Policy
1 st IA Test	7 or 8 th Week	1 & 2	1 & 2	Q1 – MCQ - 10 Marks Q2 – 1 numerical 5 Marks Q3 – 1 numerical 5 Marks 20 marks each for IA 1 & 2	No IA Re-test IA is a Head of passing *
2nd IA Test					
Pop Quiz					
Open Book Test					
Take Home Test					
Class tests / prelims					
Class tests / prelims					
Any other test/exams					

* IA failures will have to appear for re-test in next semester

9.a

Practical Activities – Regular Experiments

Practical No.	Module No.	Title of the Regular Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)

1					
2					
3					
4					
5					
6					
7					
8					
9					
10					

9.b Practical Activities – Newly Added Experiments

Practical No.	Module No.	Title of the Newly Added Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1					
2					

9.c Practical Activities – PBL Experiments

Practical No.	Module No.	Title of the PBL Experiments	Concepts to be highlighted	CO Map	Audit / Quality (0 to 4)
1	All	Case lets		1	
2	2	Role Play		3	

10. Beyond Syllabus Activities for Gap Mitigation

No.	Type of the Activity	Activities	Details – no of attendees, guest, feedback, mark sheet, report
1		Guest Lecture / Workshops	Film making

2	Interaction with Outside World	Industrial Visit	May Be
3	Test and Assessments	Class Tests – (other than IA)	Surprise test
4		Mini Projects	NA
5		Pop Quiz	Yes for Module 2
6		Mobile App Based Quiz	NA
7		Open Book Test	Yes
8		Take Home Test	Yes (5 question from each unit)
9	Collaborative and Group Activity	Poster Presentation	yes
10		Minute Papers	NA
11		Students Seminar	yes
12		Students Debates	Yes
13		Panel Discussion / Mock GD	NA
14		Mock Interview	NA
15	Co-curricular Courses	MOOC-NPTEL/Coursera Videos	NA
16		Value Added Courses	NA
17		Lecture Capture Usage	yes

*** Do not delete any activity. Give details for planned events. Write 'NA' for activity Not Planned.**

Consolidated Academic Administration Plan Prepared by (mention all theory teaching faculty names with signature)

Anindita Banerji

Faculty 1 Name (Sign.)

Faculty 2 Name (Sign.)

Faculty 3 Name (Sign.)

External Industry Mentor (Sign.)

External Academic Mentor (Sign.)

VSIT Cluster Mentor Name (Sign.)

Head of Dept. (Sign.)

Version 2020-2021

The academic resources available in VSIT –

VMIS (ERP)	V-Refer and V-Live	VSIT Library	VAC & MOOC Courses
Institute & Department Vision and Mission	Former IA question papers and solutions (prepared by faculty)	Former IA question papers solutions - hardcopy	Value Added Courses (VAC) are conducted throughout the semester & in the semester break - Enrol for the VACs
Program Educational Objectives (PEO)	MU end semester examination question papers and solutions (prepared by faculty)	MU end semester exam question paper & solutions - by faculty, hardcopy	
Program Specific Outcome (PSO)	Class notes and Digital Content for the subject (scanned / typed by faculty)	All text books, reference books, e -books mentioned in the syllabus & AAP	Online courses from NPTEL, Coursera etc. are pursued throughout the semester - Register for the course & get certified
Program Outcome (PO)	Comprehensive question bank, EQ, GQ, PPT, Class Test papers	Technical journals and magazines for reference	
Departmental Knowledge Map	Academic Administration Plan & Beyond Syllabus Activity report	VSIT library is member of IIT Bombay Library	Watch former lectures captured in LMS at VSIT

1.a Course Objectives (write in detail – follow NBA guideline in this regard)

Cognitive	What do you want students to know?	History and the role of professionals in shaping communications
Affective	What do you want students to think / care about?	The ability to think and analyse about media
Behavioural	What do you want students to be able to do?	To Sharpen the reading, writing , speaking and listening skills that will help the students to understand the development of media

1.b Course Outcome (CO) Statements and Module-Wise Mapping (follow NBA guideline)

CO No.	Statements	Related Module/s
CO1	Learners will be able to understand media history through key events in the cultural history	Unit 1
CO2	To enable the learners to better understand the major developments in media history	Unit 2
CO3	Will develop the ability to think and analyse about media	Unit 3

1.c Mapping of COs with POs (mark S: Strong, M: Moderate, W: Weak, Dash '-': not mapped)

	PO 1	PO 2	PO 3	PO 4	PO 5	PO 6	PO 7	PO 8	PO 9	PO 10	PO 11	PO 12
CO 1												
CO 2												
CO 3												
CO 4												
CO 5												

1.d Mapping of COs with PSOs (mark S: Strong, M: Moderate, W: Weak, Dash '-':not mapped)

	PSO 1	PSO 2	PSO 3	PSO 4
CO 1				
CO 2				
CO 3				
CO 4				
CO 5				

1.e Teaching and Examination Scheme (As specified by the University) for the Course

Categories	Mathematics	Computing / IT / Electronics	Humanities & Soft Skill	Social Sciences	Commerce	Management	Multidisciplinary
Tick suitable category				✓			

Subject Code	Subject Name	Teaching Scheme			Credits Assigned			
		Theory	Practical	Tutorial	Theory	TW/Practical	Tutorial	Total
BAMMMH 106	History of media	75	-	-	-	-	-	

Subject Code	Subject Name	Examination Scheme							
		Theory Marks IA Test			End Sem. Exam Marks	TW	Practical	Oral	Total
		IA 1	IA 2	Sum of IA1 and IA2					
BAMMMH 106	History of media	20	05	25	75	-	-	-	100

1.f Faculty-Wise Distribution of all Lecture-Practical-Tutorial Hours for the Course

Divisions	Lecture (Hrs.)	Practical (Hrs.)				Tutorial (Hrs.)			
		Batch 1	Batch 2	Batch 3	Batch 4	Batch 1	Batch 2	Batch 3	Batch 4
A	3.33	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.

1.g Office Hours (Faculty will be available in office in this duration for solving students' query)

Division	Day	Time (at least 1 Hr. / Division)	Venue (Office Room No.)
A	Wednesday	3 p.m. – 4 p.m.	X-101

2.a Syllabus: Module Wise Teaching Hours and % Weightage in University Question Paper

Module No.	Module Title and Brief Details	Teaching Hrs. for each module	% Weightage in University Question Papers
1	Evolution of press in India	5	

2	History of Indian language press in India	1.66	
3	History of documentaries and films	5	
4	History of radio and television in India	3.33	
5	Role of media icons in the history of Indian media	3.33	
* Insert rows for more modules in the Course		Total	40
			100

2.b Prerequisite Courses

No.	Semester	Name of the Course	Topic/s
1	-	-	-

2.c Relevance to Future Courses

No.	Semester	Name of the Course
1	v	Indian Regional Journalism
2		

2.d Real Life Application Mapping – Mention Application from Very Common Day to Day Life

No.	Real Life Application Mapping with the Course
1	To help students better understand history from media standpoint
2	Equip students with Knowledge and application of media

3. Past Results – Division-Wise and Topic-Wise Result Based Analysis

Details	Target - Nov 2018	Nov 2017	Nov 2016	Nov 2015
Course Passing % – Average of 6 Divisions	100%			
Marks Obtained by Course Topper (mark/100)				

	Division A		Division B		Division C		Division D		Division E		Division F	
Year	Initials of	% Result	Initials of	% Result	Initials of	% Result	Initials of	% Result	Initials of	% Result	Initials of	% Result

	Teacher		Teacher		Teacher		Teacher		Teacher		Teacher	
Nov 2017												
Nov 2016												
Nov 2015												

Topics which affect results negatively	Module Number	Recommendations to overcome these issues & improve result in future

4 All the Learning Resources – Books and E-Resources

4.a List of Text Books (T – Symbol for Text Books) to be Referred by Students

Sr. No	Text Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Indian News Media	Maya Ranganathan			All
2	History of Indian Cinema	Renu Saran			All
3	Communication In History	Paul Heyer			All

4.b List of Reference Books (R – Symbol for Reference Books) to be Referred by Students

Sr. No	Reference Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Mass Communication in india Paperback	Keval J kumar			All

4.c List of E - Books (E – Symbol for E-Books) to be Referred by Students

Sr. No	E- Book Titles	Author/s	Publisher	Edition	Module Nos.
1					

4.d Web Links and Names of Magazines, Journals, E-journals – [VIT is member of IIT Bombay Library]

Refer online journals subscribed in VIT library. You can also access IIT Bombay online library for journals from IITB campus.

Sr. No.	Web-Links and Names of Journals and E-Journals Recommended to Students for this Course	Web-Links and Names of Magazines Recommended to Students for this Course	
		Bradingmag.com	

4.e Module Best Available in - Tick the best resource [from 4.a to 4.d in this AAP] & give details

Module No.	Category (Please Tick Mark) - √			Available In VSIT Library?	Details of the Resource (i.e. Name, Chapter & Page No., etc.)
	Book	Maga-	Journals		

	Text	Reference	E-Book	zine	Regular	E-Journal	Y	N	

4.f Web Links for Online Notes/YouTube/VSIT Digital Content/VIT Lecture Capture/NPTEL Videos

Students can view lectures by VSIT professors, captured through LMS 'Lecture Capture' in VIT campus for previous years.

No.	Websites / Links	Module Nos.
1	Digital Content (live.vsit.edu.in)	1-5
2	PPTs	1-5

4.g Recommended MOOC Courses like Coursera / NPTEL / MIT-OCW / edX etc.

Sr. No.	MOOC Course Link	Course conducted by – Person / University / Institute / Industry	Course Duration	Certificate (Y / N)
1	Introduction to public relations https://www.mooc-list.com/course/history of media		4 weeks	Y

4.h Recommended Value Added Courses (VAC)

Sr. No.	Name of the Value Added Course	Conducted by – Person / Institute / Industry	Course Duration	Certificate (Y / N)
1				

4.i Study Material Distributed among Students

Tick if distributed among students					
GQ	Notes	Digital Content	PPT	EQ (updated till the Last Exam)	Other (Write Details)
-	-	-	<input checked="" type="checkbox"/>	-	-

5. Consolidated Course Lesson Plan

	From (date/month/year)	To (date/month/year)	Total Number of Weeks
Semester Duration			

Week No.	Lecture no.	Module No.	Lecture Topics / IA 1 and IA 2 / BSA planned to be covered	Actual date of Completion	COs	Recommended Prior Viewing / Reading	
						Lecture No. (on LMS)	Chapter No. / Page Nos. / Books/ Web Site

1	Introduction to History of media	CO1		
2	Newspaper the rise of the voice of India during British rule	CO1		
3	India's freedom struggle and role of media	CO1		
4	Independence and rise of newspapers	CO1		
5	Contd: Independence and rise of newspapers	CO1		
6	Newspaper a social aspect for freedom	CO1		
7	Struggle , press acts of India	CO1		
8	Press during the emergency period	CO1		
9	Contd: Press during the emergency period	CO1		
10	Rise of Hindi language newspaper	CO1		
11	Continued: Rise of Hindi language newspaper	CO1		
12	Continued: Vernacular press	CO1		
13	Regional press and its popularity of Indian regional languages in various regions	CO1		
14	Continued: Regional press and its popularity of Indian regional languages in various regions	CO1		
15	Vernacular Press Act 1876	CO1		
16	Continued: Vernacular Press Act 1876	CO1		
17	Documentaries and films	CO2		

18	Genesis of documentaries and short films	CO2		
19	Continued: Genesis of documentaries and short films	CO2		
20	Role of documentaries	CO2		
21	Evolution of film making in India	CO2		
22	Continued: Evolution of film making in India	CO2		
23	Origin of Hindi Cinema	CO2		
24	Continued: Origin of Hindi cinema	CO2		
25	Origin of short films	CO2		
26	Continued: Origin of short films	CO2		
27	Great masters of world cinema	CO2		
28	Radio and television as Mass Media	CO2		
29	Radio and Television as broadcasting	CO2		
30	Continued: Radio and Television as broadcasting	CO2		
31	The beginning of radio and television shows	CO2		
32	New era in broadcasting in India	CO2		
33	Continued: New era in broadcasting in India	CO2		
34	Satellite television and privatization	CO2		
35	Continued: Satellite television and privatization	CO2		

	36	Internet protocol television		CO2		
	37	Continued: protocol television		CO2		
	38	Media Icons		CO2		
	39	Raja Ram mohan Roy		CO2		
	40	Bal Ganagadhar Tilak		CO3		
	41	Continued: Ganagadhar Tilak		CO3		
	42	M.K Gandhi		CO3		
	43	Continued: M.K Gandhi		CO3		
	44	B.R Ambedkar		CO3		
	45	Continued: B.R Ambedkar		CO3		
	46	K.P kesava Menon		CO3		
	47	K.c Mammen mapillai		CO3		
	48	Continued: K.c Mammen mapillai		CO3		
	49	Maulana Adul Kalam Azad		Co3		
	50	Revision				
	51	Revision				

6. Rubric for Grading and Marking of Term Work (inform students at the beginning of semester)

Lecture + Practical (% Attendance) & Marks	Assignments	Tutorial	Lab / Practical Performance	Lab Journal Assessment	Class Tests (Other than IA)	Class participation	Other (2) specify	Total
						5		5

7. Assignments / Tutorials Details (must attach print out of all questions together with AAP)

Assignment No.	Title of the Assignments / Tutorials	CO Map	Assignments given to Students on	Date of Submission
1	https://www.bojanglecomms.co.uk/history of media	CO2	Lecture No. 39	Lecture No. 40
2	https://www.bojanglecomms.co.uk/Radio & television	Co3	Lecture No. 41	Lecture No. 51

Analysis of Assignment / Tutorial Questions and Related Resources

Assignment No.	Week No.	Type* (√)			Module No.	Based on #			Question Type (√)	
		R	UQ	OBT		Text Book	Reference Book	Other Learning Resource	MU EQ	Thought Provoking
1		<input checked="" type="checkbox"/>			1		<input checked="" type="checkbox"/>			<input checked="" type="checkbox"/>
2		<input checked="" type="checkbox"/>			2		<input checked="" type="checkbox"/>			<input checked="" type="checkbox"/>
3		<input checked="" type="checkbox"/>			3		<input checked="" type="checkbox"/>			

* Tick (√) the Type of the Assignment: Regular (R); Unannounced Quiz (UQ) ; Open Book Test for TY/SY/MASTERS (OBT)

Write number for Text book, reference book, other learning resource from this AAP – from Points 4.a to 4.d

8. Internal Assessment / Other Class Test / Open Book Test (OBT)/Take Home Test (THT) Details

Tests	Test Dates	Module No.	CO Map	IA Question Paper Pattern	Policy
-------	------------	------------	--------	---------------------------	--------

1 st IA Test				Q1 10 Marks Q2 10 Marks 20 marks each for IA 1 & 2	No IA Re-test
2 nd IA Test					IA is a Head of passing *
Pop Quiz					
Open Book Test					
Take Home Test					
Class tests / prelims					
Class tests / prelims					
Any other test/exams					

* IA failures will have to appear for re-test in next semester

9.a Practical Activities – Regular Experiments

Practical No.	Module No.	Title of the Regular Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
		NA			

9.b Practical Activities – Newly Added Experiments

Practical No.	Module No.	Title of the Newly Added Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1		NA			

9.c Practical Activities – PBL Experiments

Practical No.	Module No.	Title of the PBL Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1	1	NA			

10. Beyond Syllabus Activities for Gap Mitigation

No.	Type of the Activity	Activities	Details – no of attendees, guest, feedback, mark sheet, report

1	Interaction with Outside World	Guest Lecture / Workshops	Yes
2		Industrial Visit	-
3	Test and Assessments	Class Tests – (other than IA)	-
4		Mini Projects	-
5		Pop Quiz	-
6		Mobile App Based Quiz	-
7		Open Book Test	Yes
8		Take Home Test	-
9	Collaborative and Group Activity	Poster Presentation	-
10		Minute Papers	Yes
11		Students Seminar	No
12		Students Debates	Yes
13		Panel Discussion / Mock GD	Yes
14		Mock Interview	No
15	Co-curricular Courses	MOOC-NPTEL/Coursera Videos	
16		Value Added Courses	
17		Lecture Capture Usage	

*** Do not delete any activity. Give details for planned events. Write 'NA' for activity Not Planned.**

Consolidated Academic Administration Plan Prepared by (mention all theory teaching faculty names with signature) L

Sidra Usmani

Faculty 1 Name (Sign.)

Faculty 2 Name (Sign.)

Faculty 3 Name (Sign.)

External Industry Mentor (Sign.)

External Academic Mentor (Sign.)

Anindita Banerji

VSIT Cluster Mentor Name (Sign.)

Anindita Banerji

Head of Dept. (Sign.)

Version 2019

Additional Resources available in VSIT –

VMIS (ERP)	V-Refer and V-Live	VSIT Library	VAC & MOOC Courses
Institute & Department Vision and Mission	Former IA question papers and solutions (prepared by faculty)	Former IA question papers solutions - hardcopy	Value Added Courses (VAC) are conducted throughout the semester & in the semester break - Enrol for the VACs
Program Educational Objectives (PEO)	MU end semester examination question papers and solutions (prepared by faculty)	MU end semester exam question paper & solutions - by faculty, hardcopy	Online courses from NPTEL, Coursera etc. are pursued throughout the semester - Register for the course & get certified
Program Specific Outcome (PSO)	Class notes and Digital Content for the subject (scanned / typed by faculty)	All text books, reference books, e -books mentioned in the syllabus & AAP	Watch former lectures captured in LMS at VSIT
Program Outcome (PO)	Comprehensive question bank, EQ, GQ, PPT, Class Test papers	Technical journals and magazines for reference	
Departmental Knowledge Map	Academic Administration Plan & Beyond Syllabus Activity report	VSIT library is member of IIT Bombay Library	

1.a Course Objectives (write in detail – follow NBA guideline in this regard)

Cognitive	What do you want students to know?	To provide learners with overview on current developments in various fields.
Affective	What do you want students to think / care about?	To generate interest among the learners about burning issues covered in the media
Behavioural	What do you want students to be able to do?	To equip them with basic understanding of politics, economics, environment and technology so that students can grasp the relevance of related news.

1.b Course Outcome (CO) Statements and Module-Wise Mapping (follow NBA guideline)

CO No.	Statements	Related Module/s
CO1	To know the current political stories	Unit 1
CO2	To know in detail about polity and governance	Unit 2
CO3	To understand and analysis international affairs	Unit 3
CO4	To know the issues of Maharashtra	Unit 4
CO5	To know the various technologies in the field of journalism	Unit 5

1.c Mapping of COs with POs (mark S: Strong, M: Moderate, W: Weak, Dash '-': not mapped)

	PO 1	PO 2	PO 3	PO 4	PO 5	PO 6	PO 7	PO 8	PO 9	PO 10	PO 11	PO 12
CO 1												
CO 2												
CO 3												
CO 4												
CO 5												

1.d Mapping of COs with PSOs (mark S: Strong, M: Moderate, W: Weak, Dash '-':not mapped)

	PSO 1	PSO 2	PSO 3	PSO 4
CO 1				
CO 2				
CO 3				
CO 4				
CO 5				

1.e Teaching and Examination Scheme (As specified by the University) for the Course

Categories	Mathematics	Computing / IT / Electronics	Humanities & Soft Skill	Social Sciences	Commerce	Management	Multidisciplinary
Tick suitable category							✓

Subject Code	Subject Name	Teaching Scheme			Credits Assigned			
		Theory	Practical	Tutorial	Theory	TW/Practical	Tutorial	Total
	Customer Relationship Management	75			3			3

Subject Code	Subject Name	Examination Scheme							
		Theory Marks IA Test			End Sem. Exam Marks	TW	Practical	Oral	Total
		IA 1	IA 2	Sum of IA1 and IA2					
	Customer Relationship Management	20	05	25	75				100

1.g Office Hours (Faculty will be available in office in this duration for solving students' query)

Division	Day	Time (at least 1 Hr. / Division)	Venue (Office Room No.)
A	Tuesday	11 am to 12.00 pm	Online

2.a Syllabus: Module Wise Teaching Hours and % Weightage in University Question Paper

Module No.	Module Title and Brief Details	Teaching Hrs. for each module	% Weightage in University Question Papers
1	Current Politics	10hr	20
2	Polity and Governance	10hr	20
3	International Affairs	10hr	20
4	Maharashtra Issues	10hr	20
5	Technology	10hr	20
* Insert rows for more modules in the Course		Total	50
			100

2.b Prerequisite Courses

No.	Semester	Name of the Course	Topic/s
1			
2			

2.c Relevance to Future Courses

No.	Semester	Name of the Course
1	II	Introduction to Journalism

2.d Real Life Application Mapping – Mention Application from Very Common Day to Day Life

No.	Real Life Application Mapping with the Course
1	Students will be able to analysis the current happening and can analysis the policies
2	Students will be able to analysis international issues
3	To implement technologies in mass media

3. Past Results – Division-Wise and Topic-Wise Result Based Analysis

Details	Target - Nov 2020	Nov 2019	Nov 2018	Nov 2016
Course Passing % – Average of 1 Division	100%	100	98	
Marks Obtained by Course Topper (mark/100)	90	86	82	

Division A		
Year	Initials of Teacher	% Result
Mar 2018	Shreya	100
Mar 2017	Shreya	98
Mar 2016		

Topics which affect results negatively	Module Number	Recommendations to overcome these issues & improve result in future
Types of Data Analysis: Online Analytical Processing (OLAP), Clickstream Analysis,	2	Polity and Governance more practical questions

4 All the Learning Resources – Books and E-Resources

4.a List of Text Books (T – Symbol for Text Books) to be Referred by Students

Sr. No	Text Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Current Affairs	Atish Singh	Himalaya	1	All

4.b List of Reference Books (R – Symbol for Reference Books) to be Referred by Students

Sr. No	Reference Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Current Affairs	Manohar Pandey	Arihant Publisher	3	All
2					
3					

4.c List of E - Books (E – Symbol for E-Books) to be Referred by Students

Sr. No	E- Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Current Affairs	Unknown	https://shop.ssbcrack.com/product/current-affairs-2020-ebook	8	All

--	--	--	--	--	--

4.d Web Links and Names of Magazines, Journals, E-journals – [VIT is member of IIT Bombay Library]

Refer online journals subscribed in VIT library. You can also access IIT Bombay online library for journals from IITB campus.

Sr. No.	Web-Links and Names of Journals and E-Journals Recommended to Students for this Course	Web-Links and Names of Magazines Recommended to Students for this Course	Module Nos.
1	https://www.tandfonline.com/loi/ujci20	https://www.iasparliament.com/downloads/current-affairs-magazine	All

4.e Module Best Available in - Tick the best resource [from 4.a to 4.d in this AAP] & give details

Module No.	Category (Please Tick Mark) - √						Available In VSIT Library?		Details of the Resource (i.e. Name, Chapter & Page No., etc.)
	Book			Magazine	Journals		Y	N	
	Text	Reference	E-Book		Regular	E-Journal			
1	✓						Y		All
2	✓						Y		All
3		✓					Y		All
4		✓					Y		All

4.f Web Links for Online Notes/YouTube/VSIT Digital Content/~~VIT Lecture Capture~~/NPTEL Videos

Students can view lectures by VSIT professors, captured through LMS 'Lecture Capture' in VIT campus for previous years.

No.	Websites / Links	Module Nos.
1		
2		

4.g Recommended MOOC Courses like Coursera / NPTEL / MIT-OCW / edX etc.

Sr. No.	MOOC Course Link	Course conducted by – Person / University / Institute / Industry	Course Duration	Certificate (Y / N)
1	https://www.udemy.com/cart/subscribe/course/2651014/	Udemy	1.5 hrs	Y
2				

4.h Recommended Value Added Courses (VAC)

Sr. No.	Name of the Value Added Course	Conducted by – Person / Institute / Industry	Course Duration	Certificate (Y / N)
1				

4.i Study Material Distributed among Students

Tick if distributed among students					
GQ	Notes	Digital Content	PPT	EQ (updated till the Last Exam)	Other (Write Details)
✓	✓	✓	✓	✓	

5. Consolidated Course Lesson Plan

	From (date/month/year)	To (date/month/year)	Total Number of Weeks
Semester Duration	June 2020	October 2020	12

Week	Lecture no.	Module No.	Lecture Topics / IA 1 and IA 2 / BSA planned to be covered	Actual date of Completion	COs	Recommended Prior Viewing / Reading	
						Lecture No. (on LMS)	Chapter No. / Page Nos. / Books/ Web Site
1	1	1	Introduction to Syllabus		CO 1		
	2	1	Three political stories of national importance Congress		CO 1		
	3	1	Three political stories of national importance. BJP		CO 1		
	4	1	Three political stories of national importance. Tirumala Congress		CO 1		
2	5	1	Political Leader Narendra Modi		CO 1		
	6	1	Amit Shah		CO 1		
	7	1	One dominating economic		CO 1		
	8	1	Business news		CO 1		

3	9	1	Dominating environment news stories		CO 1		
	10	1	One story of current importance from any other genre		CO 1		
	11	2	Ministries of Government of India Autonomous government bodies		CO 2		
	12	2	Ministry of Home Affairs Enforcement Organizations Internal Security Police		CO 2		
4	13	2	Communal tensions		CO 2		
	14	2	Review of latest episodes of communal tensions		CO 2		
	15	2	The tensions in J&K Background		CO 2		
	16	2	Political players Update on the current situation		CO 2		
5	17	2	Review of any three Central Government projects and policies		CO 2		
	18	2	Review of any three Central Government projects and policies		CO 2		
	19	3	Security Council Structure and role		CO 3		
	20	3	Issues that currently engage the SC		CO 3		
6	21	3	Role of United Nations ,General Assembly		CO 3		
	22	3	Other main organs of the UNO		CO 3		
	23	3	Issues that currently engage the UNO		CO 3		
	24	3	Issues that currently engage the UNO		CO 3		
7	25	3	Four conflicts/ issues of international importance		CO 3		
	26	3	Four conflicts/ issues of international importance		CO 3		

	27	3	Four conflicts/ issues of international importance		CO 3		
	28	3	Four conflicts/ issues of international importance		CO 3		
8	29	4	Political parties reach and challenges		CO 4		
	30	4	Political leaders		CO 4		
	31	4	An update on the current political dynamics of Maharashtra		CO 4		
	32	4	An update on the current political dynamics of Maharashtra		CO 4		
9	33	4	News relating to the marginalized		CO 4		
	34	4	Displaced tribes		CO 4		
	35	4	The latest news on floods and drought,		CO 4		
	36	4	unemployment, health issues		CO 4		
10	37	4	Update two ongoing state projects		CO 4		
	38	4	Update two ongoing state projects		CO 4		
	39	5	Mobile apps help in content creation		CO 5		
	40	5	Mobile apps used by journalists worldwide		CO 5		
11	41	5	Introduction to AI and data science		CO 5		
	42	5	Introduction to Content Automation tools Examples of content automation tools in content creation		CO 5		
	43	5	Introduction to Augmented Reality		CO 5		
	44	5	Introduction to Virtual Reality		CO 5		

	45		Introduction to Digital Gaming Industry		CO 5		
	46		Introduction to Digital Gaming Industry		CO 5		
	47		Overview of Indian digital gaming		CO 5		
	48		Overview of Indian digital gaming		CO 5		
12	49		Revision		CO 1-3		
	50		Revision		CO 4-5		

6. Rubric for Grading and Marking of Term Work (inform students at the beginning of semester)

Lecture + Practical (% Attendance) & Marks	Assignments	Tutorial	Lab / Practical Performance	Lab Journal Assessment	Class Tests (Other than IA)	Class participation	Other (2) Specify	Total
0	3	0	0	0	2	2	1	5

7. Assignments / Tutorials Details (must attach print out of all questions together with AAP)

Assignment No.	Title of the Assignments / Tutorials	CO Map	Assignments given to Students on	Date of Submission
1	Governance in India	2	7 th Week	8th Week
2	Issues in Maharashtra	4	12 th	14 th

Analysis of Assignment / Tutorial Questions and Related Resources

Assignment No.	Week No.	Type* (✓)			Module No.	Based on #			Question Type (✓)	
		R	UQ	OBT		Text Book	Reference Book	Other Learning Resource	MU EQ	Thought Provoking
1	3	✓				✓				
2	12	✓				✓				✓

* Tick (✓) the Type of the Assignment: Regular (R); Unannounced Quiz (UQ) ; Open Book Test for TY/SY/MASTERS (OBT)

Write number for Text book, reference book, other learning resource from this AAP – from Points 4.a to 4.d

8. Internal Assessment / Other Class Test / Open Book Test (OBT)/Take Home Test (THT) Details

Tests	Test Dates	Module No.	CO Map	IA Question Paper Pattern	Policy
1 st IA Test	Dec th July, 2020	1&2		Q1 – MCQ - 10 Marks Q2 – 1 numerical 5 Marks Q3 – 1 numerical 5 Marks 20 marks each for IA 1 & 2	No IA Re-test
2 nd IA Test					IA is a Head of passing *
Pop Quiz					
Open Book Test	3 th Nov, 2020	2			
Take Home Test	10 th Jan, 2020	4			
Class tests / prelims					
Class tests / prelims					
Any other test/exams					

* IA failures will have to appear for re-test in next semester

9.a Practical Activities – Regular Experiments

Practical No.	Module No.	Title of the Regular Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1					
2					
3					

4					
5					
6					
7					
8					
9					
10					

9.b **Practical Activities – Newly Added Experiments**

Practical No.	Module No.	Title of the Newly Added Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1					
2					

9.c **Practical Activities – PBL Experiments**

Practical No.	Module No.	Title of the PBL Experiments	Concepts to be highlighted	CO Map	Audit / Quality (0 to 4)
1	1	Case study	Polity	2	
2	3	Case study & examples, videos	Software	5	
3	2	Issues in Maharashtra	Farmers issues	4	

4	4	International Issues	India China	3	
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10. Beyond Syllabus Activities for Gap Mitigation

No.	Type of the Activity	Activities	Details – no of attendees, guest, feedback, mark sheet, report
1	Interaction with Outside World	Guest Lecture / Workshops	-
2		Industrial Visit	Yes
3	Test and Assessments	Class Tests – (other than IA)	Yes
4		Mini Projects	Yes
5		Pop Quiz	-
6		Mobile App Based Quiz	-
7		Open Book Test	Yes
8		Take Home Test	Yes
9	Collaborative and Group Activity	Poster Presentation	Yes
10		Minute Papers	-
11		Students Seminar	-
12		Students Debates	Yes
13		Panel Discussion / Mock GD	Yes
14		Mock Interview	Yes
15	Co-curricular Courses	MOOC-NPTEL/Coursera Videos	Yes
16		Value Added Courses	-
17		Lecture Capture Usage	Yes

*** Do not delete any activity. Give details for planned events. Write 'NA' for activity Not Planned.**

Consolidated Academic Administration Plan Prepared by (mention all theory teaching faculty names with signature)

Harish Premrao Noula

Faculty 1 Name (Sign.)

Faculty 2 Name (Sign.)

Faculty 3 Name (Sign.)

External Industry Mentor (Sign.)

External Academic Mentor (Sign.)

VSIT Cluster Mentor Name (Sign.)

Head of Dept. (Sign.)

Version 2020-2021

The academic resources available in VSIT –

VMIS (ERP)	V-Refer and V-Live	VSIT Library	VAC & MOOC Courses
Institute & Department Vision and Mission	Former IA question papers and solutions (prepared by faculty)	Former IA question papers solutions - hardcopy	Value Added Courses (VAC) are conducted throughout the semester & in the semester break - Enrol for the VACs
Program Educational Objectives (PEO)	MU end semester examination question papers and solutions (prepared by faculty)	MU end semester exam question paper & solutions - by faculty, hardcopy	
Program Specific Outcome (PSO)	Class notes and Digital Content for the subject (scanned / typed by faculty)	All text books, reference books, e -books mentioned in the syllabus & AAP	Online courses from NPTEL, Coursera etc. are pursued throughout the semester - Register for the course & get certified
Program Outcome (PO)	Comprehensive question bank, EQ, GQ, PPT, Class Test papers	Technical journals and magazines for reference	
Departmental Knowledge Map	Academic Administration Plan & Beyond Syllabus Activity report	VSIT library is member of IIT Bombay Library	Watch former lectures captured in LMS at VSIT

1.a Course Objectives (write in detail – follow NBA guideline in this regard)

Cognitive	What do you want students to know?	Fundamental concepts of logical operations and their applications in computer science.
Affective	What do you want students to think / care about?	Students should think logically while writing more abstract coding for real time applications.
Behavioural	What do you want students to be able to do?	It will help students to solve any complex algorithm by using graph theory and will be able to convert any statement in terms of mathematical expression.

1.b Course Outcome (CO) Statements and Module-Wise Mapping (follow NBA guideline)

CO No.	Statements	Related Module/s
CO1	Able to use logically valid forms of argument, convert formal to informal statement and vice-versa by avoid common logical errors.	1
CO2	Able to use both direct and indirect arguments to derive new results from the given set of logical identities and also those which are already known to be true.	2
CO3	Able to develop recursive thinking which is used in the analysis of algorithms for proving any type of given sequences and series.	3
CO4	Able to apply principles and concepts of graph theory in practical situations so that a any complex algorithm can be solved in a more efficient manner.	4
CO5	Able to understand the laws concerning the measurement of random or chance events and also various counting methods.	5

1.c Mapping of COs with POs (mark S: Strong, M: Moderate, W: Weak, Dash '-': not mapped)

	PO 1	PO 2	PO 3	PO 4	PO 5	PO 6	PO 7	PO 8	PO 9	PO 10	PO 11	PO 12
CO 1												
CO 2												
CO 3												
CO 4												
CO 5												

1.d Mapping of COs with PSOs (mark S: Strong, M: Moderate, W: Weak, Dash '-':not mapped)

	PSO 1	PSO 2	PSO 3	PSO 4
CO 1				
CO 2				
CO 3				
CO 4				
CO 5				

1.e Teaching and Examination Scheme (As specified by the University) for the Course

Categories	Mathematics	Computing / IT / Electronics	Humanities & Soft Skill	Social Sciences	Commerce	Management	Multidisciplinary
Tick suitable category	✓						

Subject Code	Subject Name	Teaching Scheme			Credits Assigned			
		Theory	Practical	Tutorial	Theory	TW/Practical	Tutorial	Total
USIT104	Discrete Mathematics	75	50	--	2	2	--	4

Subject Code	Subject Name	Examination Scheme							
		Theory Marks IA Test			End Sem. Exam Marks	TW	Practical	Oral	Total
		IA 1	IA 2	Average of IA1 and IA2					
USIT104	Discrete Mathematics	20		20	75	05	50	---	150

1.f Faculty-Wise Distribution of all Lecture-Practical-Tutorial Hours for the Course

Divisions	Lecture (Hrs.)	Practical (Hrs.)				Tutorial (Hrs.)			
		Batch 1	Batch 2	Batch 3	Batch 4	Batch 1	Batch 2	Batch 3	Batch 4
A	4	2	2	--	--	NA	--	--	--

B	4	2	2	--	--	NA	--	--	--
C	4	2	2	--	--	NA	--	--	--
D	4	2	2	--	--	NA	--	--	--
E	4	2	2	--	--	NA	--	--	--
F	4	2	2	--	--	NA	--	--	--

1.g Office Hours (Faculty will be available in office in this duration for solving students' query)

Division	Day	Time (at least 1 Hr. / Division)	Venue (Office Room No.)
A	Monday	2.30 pm – 3.30 pm	Lab X-103
B	Tuesday	2.30 pm – 3.30 pm	Lab X-103
C	Wednesday	2.30 pm – 3.30 pm	Lab X-103
D	Thursday	2.30 pm – 3.30 pm	Lab X-103
E	Friday	2.30 pm – 3.30 pm	Lab X-103
F	Wednesday	2.30 pm – 3.30 pm	Lab X-103

2.a Syllabus: Module Wise Teaching Hours and % Weightage in University Question Paper

Module No.	Module Title and Brief Details	Teaching Hrs. for each module	% Weightage in University Question Papers
1	Introduction, Set Theory and Logic of Compound statements	10 hrs	20
2	Quantified statements and Elementary Number Theory and methods of proof.	8 hrs	20
3	Sequences, Mathematical induction and Recursion	10 hrs	20
4	Relations, Graphs and Trees	10 hrs	20
5	Counting and Probability	10 hrs	20
* Insert rows for more modules in the Course		Total	48hrs
			100

2.b Prerequisite Courses

No.	Semester	Name of the Course	Topic/s
1	SYJC	Mathematics & Statistics	Set theory, logic, probability, relations, functions etc

2.c Relevance to Future Courses

No.	Semester	Name of the Course
1	2	Numerical and Statistical Methods
2	4	Computer Oriented Statistical Techniques
3	5	Artificial Intelligence
4	MSc.IT Part-1	Data Science

2.d Real Life Application Mapping – Mention Application from Very Common Day to Day Life

No.	Real Life Application Mapping with the Course
1	Used in enhancing the algorithm using logical operations.
2	Used in Discrete Signal Processing using the concept of set theory.
3	Logistic systems uses discrete mathematics for organizing the flow of information goods and services
4	Graph theory is used in cyber security to identify the hacked or criminal servers

3. Past Results – Division-Wise and Topic-Wise Result Based Analysis

Details	Target - Dec 2020	Dec 2019	Dec 2018	Dec 2017
Course Passing % – Average of 3 Divisions	100%	96	86	86
Marks Obtained by Course Topper(mark/100)	100	93	94	93

Year	Division A		Division B		Division C		Division D		Division E		Division F	
	Initials of Teacher	% Result	Initials of Teacher	% Result	Initials of Teacher	% Result	Initials of Teacher	% Result	Initials of Teacher	% Result	Initials of Teacher	% Result
Dec 2019	PDD	94	TS	97	TS	98	TS	96	TS	96	PDD	95
Dec 2018	SJD	89	PDD	82	PDD	79	SJD	77	PDD	83	SJD	95
Dec 2017	AMV	96	AMV	86	AMV	77	SJD	76	SJD	85	SJD	88
Dec 2016	ZK	72	ZK	70	ZK	71	SJD	72	SJD	70	SJD	95

Topics which affect results negatively	Module Number	Recommendations to overcome these issues & improve result in future
Difference between Permutation and Combination	2	Extra problems for practice should be given
Strong mathematical induction	3	Extra problems for practice should be given

4 All the Learning Resources – Books and E-Resources

4.a List of Text Books (T – Symbol for Text Books) to be Referred by Students

Sr. No	Text Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Discrete Mathematics with Applications	Sussana S. Epp	Cengage Learning	4 th	1-5

4.b List of Reference Books (R – Symbol for Reference Books) to be Referred by Students

Sr. No	Reference Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Discrete Mathematics, Schaum's Outlines Series	Seymour Lipschutz, Marc Lipson	Tata McGraw Hill	-	1-5
2	Discrete Mathematics and its Applications	Kenneth H. Rosen	Tata McGraw Hill	-	1-5
3	Discrete mathematical structures	B Kolman RC Busby, S Ross	PHI	-	1-5
4	Discrete structures	Liu	Tata McGraw Hill	-	1-5

4.c List of E - Books (E – Symbol for E-Books) to be Referred by Students

Sr. No	E- Book Titles	Author/s	Publisher	Edition	Module Nos.
1	http://discrete.openmathbooks.org/pdfs/dmoi-tablet.pdf	Oscar Levin	-	3rd	1,3,4,5
2	https://www.cs.yale.edu/homes/aspnes/classes/202/notes.pdf	James Aspnes	-	-	2-5

4.d Web Links and Names of Magazines, Journals, E-journals – [VIT is member of IIT Bombay Library]

Refer online journals subscribed in VIT library. You can also access IIT Bombay online library for journals from IITB campus.

Sr. No	Web-Links and Names of Journals and E-Journals Recommended to Students for this Course	Web-Links and Names of Magazines Recommended to Students for this Course	Module Nos.
1	https://www.sciencedirect.com/journal/discrete-mathematics	https://www.maa.org/press/periodicals/mathematics-magazine	1-5
2	https://www.sciencedirect.com/journal/discrete-applied-mathematics		1-5
3	International Journal of Mathematical Education https://www.ripublication.com/		1-5

4.e Module Best Available in - Tick the best resource [from 4.a to 4.d in this AAP] & give details

Module No.	Category (Please Tick Mark) - √						Available In VSIT Library?		Details of the Resource (i.e. Name, Chapter & Page No., etc.)
	Book			Maga-zine	Journals		Y	N	
	Text	Reference	E-Book		Regular	E-Journal			
1	✓						✓		Sussanna (chapter 2, 6)
2	✓						✓		Sussanna (chapter 3, 4)
3	✓	✓					✓		Sussanna (chapter 5, 7)
4	✓						✓		Sussanna (chapter 8, 10)
5	✓	✓					✓		Sussanna (chapter 9)

4.f Web Links for Online Notes/YouTube/VSIT Digital Content/VIT Lecture Capture/NPTEL Videos

Students can view lectures by VSIT professors, captured through LMS 'Lecture Capture' in VIT campus for previous years.

No.	Websites / Links	Module Nos.
1	Digital Content (https://drive.google.com/drive/folders/1j2GfB03R8gzNs6lt0aW3MGty10d8RPIM)	1-5
2	Online Notes and PPTs (http://www.nptel.ac.in/courses/111106086/)	1-3
3	Videos (https://www.khanacademy.org/search?page_search_query=discrete%20mathematics)	1-5
4	https://www.youtube.com/playlist?list=PL8FA5147BB09B2B03	1-5

4.g Recommended MOOC Courses like Coursera / NPTEL / MIT-OCW / edX etc.

Sr. No.	MOOC Course Link	Course conducted by – Person / University / Institute / Industry	Course Duration	Certificate (Y / N)
1	Spoken Tutorial on Scilab	IIT Bombay	1 Week	Y
2	https://www.udemy.com/course/master-discrete-mathematics/	Grant Hall	11 weeks	Y
3	https://swayam.gov.in/nd1_noc20_ma05/preview	Prof. Soumen Maity (SWAYAM)	-	N

4.h Recommended Value Added Courses (VAC)

Sr. No.	Name of the Value Added Course	Conducted by – Person / Institute / Industry	Course Duration	Certificate (Y / N)
1.	Master Discrete Math, the backbone of Mathematics and Computer Science https://www.udemy.com/course/discrete-math/	Miran Fattah	106 Lectures	Y

4.i Study Material Distributed among Students

Tick if distributed among students					
GQ	Notes	Digital Content	PPT	EQ (updated till the Last Exam)	Other (Write Details)
✓	✓	✓	✓	✓	

5. Consolidated Course Lesson Plan

	From (date/month/year)	To (date/month/year)	Total Number of Weeks
Semester Duration	/ /2020	/ /2020	15

Week	Lecture no.	Module No.	Lecture Topics / IA 1 and IA 2 / BSA planned to be covered	Actual date of Completion	COs	Recommended Prior Viewing / Reading	
						Lecture No. (on LMS)	Chapter No. / Page Nos./ Books/ Web Site
1	1	-	Introduction of Discrete Mathematics		-	1	
	2	1	Logical Form and Logical Equivalence		1	2	Sussana (Chp-2.1)
	3	1	Conditional Statements		1	3	Sussana (Chp-2.2)
	4	1	Valid and Invalid Arguments		1	4	Sussana (Chp-2.3)
2	5	2	Predicates and Quantified Statements		2	5	Sussana (Chp-3.1, 3.2)
	6	2	Statements with Multiple Quantifiers		2	6	Sussana (Chp-3.3)
	7	2	Arguments with Quantified Statement		2	7	Sussana (Chp-3.4)
	8	2	Introduction to Direct Proofs (Rational Number, Divisibility)		2	8	Sussana (Chp-4.2, 4.3)
3	9	2	Introduction to Direct Proofs (Quotient-Remainder, Floor and Ceiling)		2	9	Sussana (Chp-4.4, 4.5)

	10	2	Indirect Argument: Contradiction and Contraposition		2	10	Sussana (Chp-4.6)
	11	2	Revision of Module 2		2	11	-
	12	2	Activity/Viva on Module 2		2	12	-
4	13	1	Set Theory: Definition and Elemental method of Proof		1	13	Sussana (Chp-6.1)
	14	1	Properties of Sets		1	14	Sussana (Chp-6.2)
	15	1	Dis-proofs		1	15	Sussana (Chp-6.3)
	16	1	Boolean Algebra		1	16	Sussana (Chp-6.3)
5	17	1	Russel Paradox and Halting Problem		1	17	Sussana (Chp-6.4)
	18	1	Revision of Module 1		1	18	-
	19	1	Activity/Viva on Module 1		1	19	-
	20	5	Possibility Tree and Multiplication Rule		5	20	Sussana (Chp-9.2)
6	21	5	Pigeonhole Principle		5	21	Sussana (Chp-9.4)
	22	5	Combination		5	22	Sussana (Chp-9.5)
	23	5	Combinations with r-repetitions allowed		5	23	Sussana (Chp-9.6)
	24	5	Conditional Probability		5	24	Sussana (Chp-9.9)

7	25	5	Bayes Theorem and Independent Events		5	25	Sussana (Chp-9.9)
	26	5	Revision of Module 5		5	26	-
	27	5	Activity/Viva on Module 5		5	27	-
	SS	3	Functions Defined on General Sets		3	SS	Sussana (Chp-7.1)
8	28	3	One-One, Onto and Inverse Function		3	28	Sussana (Chp-7.2)
	29	3	Composite Function		3	29	Sussana (Chp-7.3)
	30	4	Relations on Sets		4	30	Sussana (Chp-8.1)
	31	4	Reflexivity, Symmetry, and Transitivity, Equivalence Relations		4	31	Sussana (Chp-8.2, 8.3)
9	32	4	Partial Order Relations		4	32	Sussana (Chp-8.5)
	33	4	Definitions and Basic Properties		4	33	Sussana (Chp-10.1, 10.2)
	34	4	Matrix Representations of Graphs		4	34	Sussana (Chp-10.3)
	35	4	Isomorphism's of Graphs		4	35	Sussana (Chp-10.4)
10	36	4	Rooted Trees		4	36	Sussana (Chp-10.5, 10.6)
	37	4	Spanning trees and shortest paths		4	37	Sussana (Chp-10.7)

	38	4	Revision of Module 4		4	38	-
	39	4	Activity/Viva on Module 4		4	39	-
11	40	3	Sequences		3	40	Sussana (Chp-5.1)
	41	3	Mathematical Induction I		3	41	Sussana (Chp-5.2)
	42	3	Mathematical Induction II		3	42	Sussana (Chp-5.3)
	43	3	Strong Mathematical Induction and the Well-Ordering Principle for the Integers		3	43	Sussana (Chp-5.4)
12	44	3	Solving recurrence relations by iteration		3	44	Sussana (Chp-5.7)
	45	3	Second order linear homogenous recurrence relations with constant coefficients		3	45	Sussana (Chp-5.8)
	46	3	General Recursive Definition and Structural Induction		3	46	Sussana (Chp-5.9)
	47	3	Revision of Module 3		3	47	-
	48	3	Activity/Viva on Module 3		3	48	-

6.

Rubric for Grading and Marking of Term Work (inform students at the beginning of semester)

Lecture + Practical (% Attendance) & Marks	Assignments	Tutorial	Lab / Practical Performance	Lab Journal Assessment	Class Tests (Other than IA)	Other (1) specify	Other (2) specify	Total
-	5	-	-	-	-	-	-	5

7.

Assignments / Tutorials Details (must attach print out of all questions together with AAP)

Assignment No.	Title of the Assignments / Tutorials	CO Map	Assignments given to Students on	Date of Submission
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1	Set Theory and Logic of Compound statements	1	5 th week	6 th week
2	Quantified Statements, Proofs and Disproof's	2	3 rd week	4 th week
3	Sequences, Mathematical Induction and Functions	3	12 th week	12 th week
4	Relations, Graphs and Trees	4	10 th week	11 th week
5	Counting and Probability	5	7 th week	8 th week

Analysis of Assignment / Tutorial Questions and Related Resources

Assignment No.	Week No.	Type* (✓)			Module No.	Based on #			Question Type (✓)	
		R	UQ	OBT		Text Book	Reference Book	Other Learning Resource	MU EQ	Thought Provoking
1	3	✓			1	✓	✓		✓	
2	5	✓			2	✓	✓		✓	✓
3	7		✓		3	✓	✓		✓	✓
4	9			✓	4	✓	✓		✓	
5	12	✓			5	✓	✓		✓	✓

* Tick (✓) the Type of the Assignment: Regular (R); Unannounced Quiz (UQ) ; Open Book Test for TY/SY/MASTERS (OBT)

Write number for Text book, reference book, other learning resource from this AAP – from Points 4.a to 4.d

8.

Internal Assessment / Other Class Test / Open Book Test (OBT)/Take Home Test (THT) Details

Tests	Test Dates	Module No.	CO Map	IA Question Paper Pattern	Policy
1 st IA Test	7 th week	1,2		20 MCQ Questions	No IA Re-test
2 nd IA Test	NA	NA			IA is a Head of passing *
Pop Quiz	8 th week	5			
Open Book Test	9 th week,	4			
Take Home Test	12 th week	3			

* IA failures will have to appear for re-test in next semester

9.a

Practical Activities – Regular Experiments

Practical No.	Module No.	Title of the Regular Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)

1	1	Set Theory	Use in Discrete Signal Analysis	1	
2	2	Functions and Algorithms	Mathematical operations and evaluation of polynomials	2	
3	5	Counting	Find possible number of ways a new object can be developed from an existing one.	5	
4	5	Probability Theory	Calculation of the possibility for the occurrence of any particular event.	5	
5	2	Properties of integers	Use of prime numbers and divisibility property in cryptography.	2	
6	2	Algebraic Systems	Difference between LCM and GCD	2	
7	--	Matrices and Vectors	Way to store multiple data of similar type in one shell and operating each data simultaneously. Understand the direction or the orientation sample.	--	
8	4	Graph Theory	Understand complex network diagrammatically and find the shortest path.	4	
9	3	Recurrence relations	Understanding the method to call a function within a function.	3	

9.b Practical Activities – Newly Added Experiments

Practical No.	Module No.	Title of the Newly Added Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1					

9.c Practical Activities – PBL Experiments

Practical No.	Module No.	Title of the PBL Experiments	Concepts to be highlighted	CO Map	Audit / Quality (0 to 4)
1		BSA: Applications of Boolean Algebra in Electronics.	Circuits		

10. Beyond Syllabus Activities for Gap Mitigation

No.	Type of the Activity	Activities	Details – no of attendees, guest, feedback, mark sheet, report
1	Interaction with Outside World	Guest Lecture / Workshops	'Algorithm for Magic Square' by Prof. Rajkumar Jaiswal (Ghanshyamdas Saraf College)
2		Industrial Visit	
3	Test and Assessments	Class Tests – (other than IA)	
4		Mini Projects	
5		Pop Quiz	8 th week on module 5(Multiple choice questions)
6		Mobile App Based Quiz	
7		Open Book Test	9 th week(module 4)
8		Take Home Test	12 th week(module 3)
9	Collaborative and Group Activity	Poster Presentation	
10		Minute Papers	
11		Students Seminar	
12		Students Debates	
13		Panel Discussion / Mock GD	
14	Mock Interview		
15	Co-curricular Courses	MOOC-NPTEL/Coursera Videos	Scilab Spoken Tutorial course by IIT Bombay
16		Value Added Courses	
17		Lecture Capture Usage	Yes

*** Do not delete any activity. Give details for planned events. Write 'NA' for activity Not Planned.**

Consolidated Academic Administration Plan Prepared by (mention all theory teaching faculty names with signature)

Faculty 1: Mr. Prabal Deep Das

Faculty 2: Mr. Sabir Moin Shaikh

External Industry Mentor (Sign.)

External Academic Mentor (Sign.)

VISIT Cluster Mentor Name: Mr. Umesh koyande

Head of Dept. (Sign.)

Version 2020-21

The academic resources available in VSIT –

VMIS (ERP)	V-Refer and V-Live	VSIT Library	VAC & MOOC Courses
Institute & Department Vision and Mission	Former IA question papers and solutions (prepared by faculty)	Former IA question papers solutions - hardcopy	Value Added Courses (VAC) are conducted throughout the semester & in the semester break - Enrol for the VACs
Program Educational Objectives (PEO)	MU end semester examination question papers and solutions (prepared by faculty)	MU end semester exam question paper & solutions - by faculty, hardcopy	
Program Specific Outcome (PSO)	Class notes and Digital Content for the subject (scanned / typed by faculty)	All text books, reference books, e -books mentioned in the syllabus & AAP	Online courses from NPTEL, Coursera etc. are pursued throughout the semester - Register for the course & get certified
Program Outcome (PO)	Comprehensive question bank, EQ, GQ, PPT, Class Test papers	Technical journals and magazines for reference	
Departmental Knowledge Map	Academic Administration Plan & Beyond Syllabus Activity report	VSIT library is member of IIT Bombay Library	Watch former lectures captured in LMS at VSIT

1.a Course Objectives (write in detail – follow NBA guideline in this regard)

Cognitive	What do you want students to know?	To understand the importance of effective communication, its role in business, the use of technology and new methods to enhance communication.
Affective	What do you want students to think / care about?	To realise the role of effective communication its importance in business correspondence.
Behavioural	What do you want students to be able to do?	To communicate effectively with ease, verbally and non-verbally and to present themselves with confidence.

1.b Course Outcome (CO) Statements and Module-Wise Mapping (follow NBA guideline)

CO No.	Statements	Related Module/s
CO1	Introduce aspects of communication essential for business communication.	Unit 1
CO2	Train learners in written aspects of organizational communication i.e., business messages and documents requisite for career building.	Unit 2
CO3	To enhance learners' oral communication and prepare them for business interviews and professional group communication.	Unit 3
CO4	To familiarize them with specific communication needs of an organization.	Unit 4
CO5	To enable use of ICT and communication aids.	Unit 5

1.c Mapping of COs with POs (mark S: Strong, M: Moderate, W: Weak, Dash '-': not mapped)

	PO 1	PO 2	PO 3	PO 4	PO 5	PO 6	PO 7	PO 8	PO 9	PO 10	PO 11	PO 12
CO 1												
CO 2												
CO 3												
CO 4												

CO 5											
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1.d Mapping of COs with PSOs (mark S: Strong, M: Moderate, W: Weak, Dash '-':not mapped)

	PSO 1	PSO 2	PSO 3	PSO 4
CO 1				
CO 2				
CO 3				
CO 4				
CO 5				

1.e Teaching and Examination Scheme (As specified by the University) for the Course

Categories	Mathematics	Computing / IT / Electronics	Humanities & Soft Skill	Social Sciences	Commerce	Management	Multidisciplinary
Tick suitable category			✓				

Subject Code	Subject Name	Teaching Scheme			Credits Assigned			
		Theory	Practical	Tutorial	Theory	TW/Practical	Tutorial	Total
USIT105	Communication Skills	75	50	-	2	2	-	4

Subject Code	Subject Name	Examination Scheme							
		Theory Marks IA Test			End Sem. Exam Marks	TW	Practical	Oral	Total
		IA 1	IA 2	Sum of IA1 and IA2					
USIT105	Communication Skills	20	05	25	75	-	50	-	150

1.f Faculty-Wise Distribution of all Lecture-Practical-Tutorial Hours for the Course

Divisions	Lecture (Hrs.)	Practical (Hrs.)				Tutorial (Hrs.)			
		Batch 1	Batch 2	Batch 3	Batch 4	Batch 1	Batch 2	Batch 3	Batch 4
A	4	2	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.
B	4	2	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.
C	4	2	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.
D	4	2	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.
E	4	2	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.

F	4	2	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.
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1.g Office Hours (Faculty will be available in office in this duration for solving students' query)

Division	Day	Time (at least 1 Hr. / Division)	Venue (Office Room No.)
A	Monday	3 p.m. – 4 p.m.	Faculty Staff Room
B	Tuesday	3 p.m. – 4 p.m.	Faculty Staff Room
C	Wednesday	3 p.m. – 4 p.m.	Faculty Staff Room
D	Thursday	3 p.m. – 4 p.m.	Faculty Staff Room
E	Friday	3 p.m. – 4 p.m.	Faculty Staff Room
F	Saturday	3 p.m. – 4 p.m.	Faculty Staff Room

2.a Syllabus: Module Wise Teaching Hours and % Weightage in University Question Paper

Module No.	Module Title and Brief Details	Teaching Hrs. for each module	% Weightage in University Question Papers
1	The Seven Cs Of Business Communication and Understanding Business Communication.	10	20%
2	Writing Business Messages and Documents and Developing Oral Communication Skills for Business.	10	20%
3	Developing Oral Communication Skills for Business and Understanding Specific Communication Needs.	10	20%
4	Understanding Specific Communication Needs.	9	20%
5	Presentation Process.	9	20%
* Insert rows for more modules in the Course		Total	48
			100

2.b Prerequisite Courses

No.	Semester	Name of the Course	Topic/s
1	SYJC	English (HSC)	Letter, essay and report writing

2.c Relevance to Future Courses

No.	Semester	Name of the Course
1		Masters in Business Administration
2	I	Masters in Computer Applications

2.d**Real Life Application Mapping – Mention Application from Very Common Day to Day Life**

No.	Real Life Application Mapping with the Course
1	Group Discussions
2	Interviews
3	Meetings and Conferences
4	Written business correspondence such as letters and reports

3.**Past Results – Division-Wise and Topic-Wise Result Based Analysis**

Details	Target – Oct/Nov 2020	Oct 2019	Nov 2018
Course Passing % – Average of 6 Divisions	100%	89.32	88
Marks Obtained by Course Topper (mark/100)			

Year	Division A		Division B		Division C		Division D		Division E		Division F	
	Initials of Teacher	% Result	Initials of Teacher	% Result	Initials of Teacher	% Result	Initials of Teacher	% Result	Initials of Teacher	% Result	Initials of Teacher	% Result
Nov 2019	LP	90.38	LP	83.05	LP	94.64	RSS	87.72	LP	84.78	RSS	97.44
Nov 2018	LP	98.11	LP	78.68	LP	86.20	RSS	86.66	RSS	87.03	RSS	97.22

Topics which affect results negatively	Module Number	Recommendations to overcome these issues & improve result in future
Corporate Communication	IV	Case Studies
Business Correspondence	II	Practice

4**All the Learning Resources – Books and E-Resources****4.a****List of Text Books (T – Symbol for Text Books) to be Referred by Students**

Sr. No	Text Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Business Communication	Meenakshi Raman& Prakash Singh	Oxford University Press		1-4

4.b**List of Reference Books (R – Symbol for Reference Books) to be Referred by Students**

Sr. No	Reference Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Business Communication	Meenakshi Raman& Prakash Singh	Oxford University Press		1-4

2	Professional communication	Aruna Koneru	Tata McGraw Hill		1-4
3	Professional communication	A.K. Jain			2
4	Business Communication	Leisikar and Raymonds	Tata McGraw Hill		5
5	Business Communication	R.C Bhatia			5
6	Business Communication	Halder and Ritwik			3
7	Business Communication	J.M. Penrose			2
8	Business Communication	Urmila Rai			1
9	Business Communication – II	Rhoda A. Doctor, Aspi H. Doctor, Dr. Sanobar Hussaini, Meghna Shinde-Chakne	Sheth	2	1-5

4.c List of E - Books (E – Symbol for E-Books) to be Referred by Students

Sr. No	E- Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Effective Communication http://www.free-management-ebooks.com/dldebk/dlcm-effective.htm	Paul Newton and Helen Bristoll	Free Management Books		1 and 3

4.d Web Links and Names of Magazines, Journals, E-journals – [VIT is member of IIT Bombay Library]

Refer online journals subscribed in VIT library. You can also access IIT Bombay online library for journals from IITB campus.

Sr. No.	Web-Links and Names of Journals and E-Journals Recommended to Students for this Course	Web-Links and Names of Magazines Recommended to Students for this Course	
1	Communication Today	lib.mylibrary.com	

4.e Module Best Available in - Tick the best resource [from 4.a to 4.d in this AAP] & give details

Module No.	Category (Please Tick Mark) - √						Available In VSIT Library?		Details of the Resource (i.e. Name, Chapter & Page No., etc.)
	Book			Magazine	Journals		Y	N	
	Text	Reference	E-Book		Regular	E-Journal			
1-4		✓					✓		Business Communication By Meenakshi Raman and Prakash Singh

4.f Web Links for Online Notes/YouTube/VSIT Digital Content/VIT Lecture Capture/NPTEL Videos

Students can view lectures by VSIT professors, captured through LMS 'Lecture Capture' in VIT campus for previous years.

No.	Websites / Links	Module Nos.
1	Digital Content (live.vsit.edu.in)	1-5

2	PPTs	1-5
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4.g Recommended MOOC Courses like Coursera / NPTEL / MIT-OCW / edX etc.

Sr. No.	MOOC Course Link	Course conducted by – Person / University / Institute / Industry	Course Duration	Certificate (Y / N)
1	LibreOffice Writer on BOSS Linux (8) https://spoken-tutorial.org/tutorial-search/?search_foss=LibreOffice+Writer+on+BOSS+Linux&search_language=English	Spoken Tutorial IIT B	2.5 hours	Y

4.h Recommended Value Added Courses (VAC)

Sr. No.	Name of the Value Added Course	Conducted by – Person / Institute / Industry	Course Duration	Certificate (Y / N)
1	Certificate Course in Business English Skills	VSIT	8 days	Y

4.i Study Material Distributed among Students

Tick if distributed among students					
GQ	Notes	Digital Content	PPT	EQ (updated till the Last Exam)	Other (Write Details)
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	-

5. Consolidated Course Lesson Plan

	From (date/month/year)	To (date/month/year)	Total Number of Weeks
Semester Duration			

Week No.	Lecture no.	Module No.	Lecture Topics / IA 1 and IA 2 / BSA planned to be covered	Actual date of Completion	COs	Recommended Prior Viewing / Reading	
						Lecture No. (on LMS)	Chapter No. / Page Nos. / Books/ Web Site
	1	1	Nature and Scope of Communication		CO1		
	2	1	Non-Verbal Communication		CO1		

	3	1	Cross-Cultural Communication		CO1		
	4	1	Technology-Enabled Communication		CO1		
	5	1	The Seven Cs of Effective Communication: Clarity and Conciseness		CO1		
	6	1	The Seven Cs of Effective Communication: Completeness and Correctness		CO1		
	7	1	Revision		CO1		
	8	1	Viva		CO1		
	9	2	Business Writing		CO2		
	10	2	Business Correspondence		CO2		
	11	2	Business Correspondence		CO2		
	12	2	Business Correspondence		CO2		
	13	2	Business Instructions		CO2		
	14	1, 2	Class Test		CO2		
	15	2	Business Reports		CO2		
	16	2	Business Proposals		CO2		
	17	2	Career building and Resume Writing		CO2		
	18	2	Effective Listening and Public Speaking		CO2		
	19	3	Conversations		CO3		
	20	3	Interviews		CO3		

	21	2	Revision		CO2		
	22	2	Viva		CO2		
	23	1	Technology-Based Communication		CO1		
	24	3	Communication across functional areas		CO3		
	25	3	Meetings		CO3		
	26	3	Conferences		CO3		
	27	3	Group Discussions		CO3		
	28	3	Class Test		CO3		
	29	3	Team Presentations		CO3		
	30	3	Team Briefing		CO3		
	31	3	Revision		CO3		
	32	3	Viva		CO3		
	33	4	Corporate Communication		CO4		
	34	4	Corporate Communication		CO4		
	35	4	Persuasive Strategies in Business Communication		CO4		
	36	4	Ethics in Business Communication		CO4		
	37	4	Business Communication Aids		CO4		
	38	5	Concept of Presentation		CO5		

	39	5	Planning the Presentations		C05		
	40	5	Executing the Presentations		C05		
	41	5	Impressing the audience by performing		C05		
	42	5	Planning stage: Brainstorming, Mind maps and Concept maps; Executing Stage: Chunking theory, Creating Outlines		C05		
	43	5	Use of Templates; Adding graphics to your presentation, Visual Communication and Impress Stage: font, colour and layout		C05		
	44	5	Importance of practice and performance		C05		
	45	5	Revision		C05		
	46	5	Viva		C05		
	47	5	Presentations		C05		
	48	5	Revision (all units)		C05		

6. Rubric for Grading and Marking of Term Work (inform students at the beginning of semester)

Lecture + Practical (% Attendance) & Marks	Assignments	Tutorial	Lab / Practical Performance	Lab Journal Assessment	Class Tests (Other than IA)	Class participation	Other (2) Specify	Total
						5		5

7. Assignments / Tutorials Details (must attach print out of all questions together with AAP)

Assignment No.	Title of the Assignments / Tutorials	CO Map	Assignments given to Students on	Date of Submission
1	Seven C's of Communication and its application in business; case study in cross-cultural communication	CO1		
2	Layouts and types of business letters	CO2		
3	SWOT and Barriers and Ways to Overcome to Effective Listening	CO3		
4	Case study on surrogate advertising; CSR	CO4		
5	Presentation on a given topic from the syllabus	CO5		

Analysis of Assignment / Tutorial Questions and Related Resources

Assignment No.	Week No.	Type* (v)			Module No.	Based on #			Question Type (v)	
		R	UQ	OBT		Text Book	Reference Book	Other Learning Resource	MU EQ	Thought Provoking
1		<input checked="" type="checkbox"/>			1		<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>	
2		<input checked="" type="checkbox"/>			2		<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>	
3		<input checked="" type="checkbox"/>			3		<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>	
4		<input checked="" type="checkbox"/>			4		<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>	
5.		<input checked="" type="checkbox"/>			5		<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>	

* Tick (v) the Type of the Assignment: Regular (R); Unannounced Quiz (UQ) ; Open Book Test for TY/SY/MASTERS (OBT)

Write number for Text book, reference book, other learning resource from this AAP – from Points 4.a to 4.d

8.

Internal Assessment / Other Class Test / Open Book Test (OBT)/Take Home Test (THT) Details

Tests	Test Dates	Module No.	CO Map	IA Question Paper Pattern	Policy
1 st IA Test	July 2020	I and II	CO1 and CO2	Q1 10 Marks Q2 10 Marks 20 marks each for IA 1 & 2	No IA Re-test
2 nd IA Test					IA is a Head of passing *
Pop Quiz	August 2020	I and III	CO1 and CO3		
Open Book Test	August 2020	II	CO2		

Take Home Test	August 2020	II	CO2		
Class tests / prelims					
Class tests / prelims					
Any other test/exams					

* IA failures will have to appear for re-test in next semester

9.a Practical Activities – Regular Experiments

Practical No.	Module No.	Title of the Regular Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1	I	Communication and Technology		CO1	
2	II	Letter Writing		CO2	
3	II	Report Writing		CO3	
4	III	Interviews		CO4	
5	III	Group Discussion		CO5	
6	V	Presentation Skills		CO5	
7	IV	Marketing		CO4	

9.b Practical Activities – Newly Added Experiments

Practical No.	Module No.	Title of the Newly Added Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1		Ethical implication of communication			

9.c Practical Activities – PBL Experiments

Practical No.	Module No.	Title of the PBL Experiments	Concepts to be highlighted	CO Map	Audit / Quality (0 to 4)
1	1	Application based practical activities Debates	Argumentative and oratory skills	CO3	

10. Beyond Syllabus Activities for Gap Mitigation

No.	Type of the Activity	Activities	Details – no of attendees, guest, feedback, mark sheet, report
1	Interaction with Outside World	Guest Lecture / Workshops	Y
2		Industrial Visit	-
3	Test and Assessments	Class Tests – (other than IA)	-
4		Mini Projects	Y
5		Pop Quiz	Y
6		Mobile App Based Quiz	-
7		Open Book Test	Y
8		Take Home Test	Y
9	Collaborative and Group Activity	Poster Presentation	-
10		Minute Papers	
11		Students Seminar	Y
12		Students Debates	Y
13		Panel Discussion / Mock GD	Y
14		Mock Interview	Y
15	Co-curricular Courses	MOOC-NPTEL/Coursera Videos	
16		Value Added Courses	Y
17		Lecture Capture Usage	

* Do not delete any activity. Give details for planned events. Write 'NA' for activity Not Planned.

Consolidated Academic Administration Plan Prepared by (mention all theory teaching faculty names with signature)

Rumeli Sharma

Faculty 1 Name (Sign.)

Lakshmi Pillai

Faculty 2 Name (Sign.)

Faculty 3 Name (Sign.)

Mayank Parikh

External Industry Mentor (Sign.)

Dr. Ashok Bingi

External Academic Mentor (Sign.)

Umesh Koyande

VSIT Cluster Mentor Name (Sign.)

Head of Dept. (Sign.)

The academic resources available in VSIT –

VMIS (ERP)	V-Refer and V-Live	VSIT Library	VAC & MOOC Courses
Institute & Department Vision and Mission	Former IA question papers and solutions (prepared by faculty)	Former IA question papers solutions - hardcopy	Value Added Courses (VAC) are conducted throughout the semester & in the semester break - Enrol for the VACs
Program Educational Objectives (PEO)	MU end semester examination question papers and solutions (prepared by faculty)	MU end semester exam question paper & solutions - by faculty, hardcopy	
Program Specific Outcome (PSO)	Class notes and Digital Content for the subject (scanned / typed by faculty)	All textbooks, reference books, e -books mentioned in the syllabus & AAP	Online courses from NPTEL, Coursera etc. are pursued throughout the semester - Register for the course & get certified
Program Outcome (PO)	Comprehensive question bank, EQ, GQ, PPT, Class Test papers	Technical journals and magazines for reference	
Departmental Knowledge Map	Academic Administration Plan & Beyond Syllabus Activity report	VSIT library is member of IIT Bombay Library	Watch former lectures captured in LMS at VSIT

1.a Course Objectives (write in detail – follow NBA guideline in this regard)

Cognitive	What do you want students to know?	<ul style="list-style-type: none"> Different number systems and formulae in Boolean Algebra. Difference between Combinational and sequential circuits
Affective	What do you want students to think / care about?	<ul style="list-style-type: none"> Application of Digital Electronics in real life technologies or devices. Finding simplest solution to the given problem statement.
Behavioural	What do you want students to be able to do?	<ul style="list-style-type: none"> Do conversions from a number system to other number systems. Also design combinational and sequential circuits.

1.b Course Outcome (CO) Statements and Module-Wise Mapping (follow NBA guideline)

CO No.	Statements	Related Module/s
CO1	Students will have a thorough understanding of the fundamental concepts and techniques used in digital electronics	1
CO2	Students will be able to understand and examine the structure of various number systems and its application in digital design.	1, 2
CO3	Students will be able to identify basic requirements for a design application and formulate most suitable solution	3
CO4	Students will be able to understand, analyse and design various combinational and sequential circuits	3, 4
CO5	Students can identify and prevent various hazards and timing problems in a design.	4, 5
CO 6	Students will develop skill to build and troubleshoot digital circuits	5

1.c Mapping of COs with POs (mark S: Strong, M: Moderate, W: Weak, Dash ‘-’: not mapped)

	PO 1	PO 2	PO 3	PO 4	PO 5	PO 6	PO 7	PO 8	PO 9	PO 10	PO 11	PO 12
CO 1												
CO 2												
CO 3												
CO 4												
CO 5												

1.d Mapping of COs with PSOs (mark S: Strong, M: Moderate, W: Weak, Dash ‘-’:not mapped)

	PSO 1	PSO 2	PSO 3	PSO 4
CO 1				
CO 2				
CO 3				
CO 4				
CO 5				

1.e Teaching and Examination Scheme (As specified by the University) for the Course

Categories	Mathematics	Computing / IT / Electronics	Humanities & Soft Skill	Social Sciences	Commerce	Management	Multidisciplinary
Tick suitable category		✓					

Subject Code	Subject Name	Teaching Scheme			Credits Assigned			
		Theory	Practical	Tutorial	Theory	TW/Practical	Tutorial	Total
USIT102	Digital Electronics	75	50	--	2	2	--	4

Subject Code	Subject Name	Examination Scheme							
		Theory Marks IA Test			End Sem. Exam Marks	TW	Practical	Oral	Total
		IA 1	IA 2	Average of IA1 and IA2					
USIT102	Digital Electronics	20	05	25	75		50		150

1.f Faculty-Wise Distribution of all Lecture-Practical-Tutorial Hours for the Course

Divisions	Lecture (Hrs.)	Practical (Hrs.)				Tutorial (Hrs.)			
		Batch 1	Batch 2	Batch 3	Batch 4	Batch 1	Batch 2	Batch 3	Batch 4
A	4	2	2	-	-	-	-	-	-
B	4	2	2	-	-	-	-	-	-
C	4	2	2	-	-	-	-	-	-
D	4	2	2	-	-	-	-	-	-
E	4	2	2	-	-	-	-	-	-
F	4	2	2	-	-	-	-	-	-

1.g Office Hours (Faculty will be available in office in this duration for solving students' query)

Division	Day	Time (at least 1 Hr. / Division)	Venue (Office Room No.)
A	Friday	2:30 PM – 3:30 PM	X -116
B	Monday	2:30 PM – 3:30 PM	X -116
C	Tuesday	2:30 PM – 3:30 PM	X -116
D	Wednesday	2:30 PM – 3:30 PM	X -116
E	Thursday	2:30 PM – 3:30 PM	X -116
F	Friday	2:30 PM – 3:30 PM	X -116

2.a Syllabus: Module Wise Teaching Hours and % Weightage in University Question Paper

Module No.	Module Title and Brief Details	Teaching Hrs. for each module	% Weightage in University Question Papers
1	Number Systems, Codes	10	20
2	Boolean Algebra Karnaugh Maps	12	20
3	Combinational Circuits	11	20
4	Sequential Circuits, Flip Flops	08	20
5	Counters and Shift Registers	07	20
Total		48 Hrs	100%

2.b Prerequisite Courses

No.	Semester	Name of the Course	Topic/s
1	SYJC	Physics	Logic gates and basic Electronics

2.c Relevance to Future Courses

No.	Semester	Name of the Course
1	BSc IT Sem II	Microprocessor Architecture
2	BSc IT Sem IV	Introduction to Embedded Systems
3	BSc IT Sem V	Internet of Things

2.d Real Life Application Mapping – Mention Application from Very Common Day to Day Life

No.	Real Life Application Mapping with the Course
1	Display of digital watch
2	Count-down timer at traffic signals
3	Laptops, TV, smart phones
4	washing machines or the anti-breaking system in cars have digital components.

3. Past Results – Division-Wise and Topic-Wise Result Based Analysis

Details	Target - Nov 2020	Oct 2019	Nov 2018	Nov 2017
Course Passing % – Average of 3 Divisions	100	97.73	97.10	84.53
Marks Obtained by Course Topper (mark/100)	100	98	95	94

Year	Division A		Division B		Division C	
	Initials of Teacher	% Result	Initials of Teacher	% Result	Initials of Teacher	% Result
Oct 2019	AKS	96.15	LAM	100	LAM	100
Nov 2018	AKS	98.11	KYD	78.68	LAM	91.37
Nov 2017	AKS	95.16	KYD	81.82	AKS	78.69

Year	Division D		Division E		Division F	
	Initials of Teacher	% Result	Initials of Teacher	% Result	Initials of Teacher	% Result
Oct 2019	LAM	96.49	LAM	93.48	AKS	100
Nov 2018	LAM	85.00	AKS	96.22	AKS	97.22
Nov 2017	LAM	84.38	LAM	84.48	AKS	80.56

Topics which affect results negatively	Module Number	Recommendations to overcome these issues & improve result in future
Bushing concept in Counters	5	Question answer format notes were prepared
-	-	-

4 All the Learning Resources – Books and E-Resources

4.a List of Text Books (T – Symbol for Text Books) to be Referred by Students

Sr. No	Text Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Digital Electronics	J S Katare U S Shah	Techmax	2017	1-5
2					

4.b List of Reference Books (R – Symbol for Reference Books) to be Referred by Students

Sr. No	Reference Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Digital Electronics and Logic Design	N.G. PALAN	Technova	First	1-5
2	Modern Digital Electronics	R. P. JAIN	McGraw Hill	Fourth	1-5
3	Digital Principles and Applications	MALVINO & LEACH	McGraw Hill		1-5
4	Digital Electronics: Principles, Devices and Applications	Anil K. Maini	Wiley		1-5

4.c List of E - Books (E – Symbol for E-Books) to be Referred by Students

Sr. No	E- Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Introduction to Digital Electronics	Prof. Smith			1-5
2	Digital Electronics	William Kleitz	Prentice Hall	7	1-5

4.d Web Links and Names of Magazines, Journals, E-journals – [VIT is member of IIT Bombay Library]

Refer online journals subscribed in VIT library. You can also access IIT Bombay online library for journals from IITB campus.

Sr. No.	Web-Links and Names of Journals and E-Journals Recommended to Students for this Course	Web-Links and Names of Magazines Recommended to Students for this Course	Module Nos.
1	https://openlibrary.org/subjects/digital_electronics	Electronics For You	1-5
2	http://ecc.journalpub.info/index.php?journal=IJDE	http://electronicsmaker.com/magazine	1-5
3	https://ieeexplore.ieee.org/document/34118?s	https://www.newelectronics.co.uk/newelectronics-digital-magazine	1-5

4.e Module Best Available in - Tick the best resource [from 4.a to 4.d in this AAP] & give details

Module No.	Category (Please Tick Mark) - √						Available In VIT Library?		Details of the Resource (i.e. Name, Chapter & Page No., etc.)
	Book			Magazine	Journals		Y	N	
	Text	Reference	E-Book		Regular	E-Journal			
1		✓	✓			✓		N G Palan: Chapter 1, 2 Page 1.3 to Page 2.72	
2		✓	✓			✓		N G Palan: Chapter 3, 4 Page 3.3 to Page 4.75	
3		✓	✓			✓		N G Palan: Chapter 5, 6 Page 5.2 to Page 6.42	
4		✓	✓			✓		N G Palan: Chapter 7, 8 Page 7.2 to Page 8.34	
5		✓	✓			✓		N G Palan: Chapter 9, 10 Page 9.2 to Page 10.25	

4.f Web Links for Online Notes/YouTube/VSIT Digital Content/VSIT Lecture Capture/NPTEL Videos

Students can view lectures by VSIT professors, captured through LMS 'Lecture Capture' in VIT campus for previous years.

No.	Websites / Links	Module Nos.
1	VREFER	1 to 5
2	https://www.tutorialspoint.com/digital_circuits/index.htm	1 to 5
3	https://www.youtube.com/watch?v=MPMX7TKcGis	1
4	https://www.youtube.com/watch?v=AT_GjUjNFpo	2
5	https://www.youtube.com/watch?v=PzdLj_61WPI	3
6	https://www.youtube.com/watch?v=dCUpm2mJ4m0	4
7	https://www.youtube.com/watch?v=8JMfp-y335s	5
8	https://www.electronics-tutorials.ws/	1 to 5

4.g Recommended MOOC Courses like Coursera / NPTEL / MIT-OCW / edX etc.

Sr. No.	MOOC Course Link	Course conducted by – Person / University / Institute / Industry	Course Duration	Certificate (Y / N)
1	https://www.udemy.com/x86-adventures-part-1/learn/lecture/1782346#overview	Udemy	Self-pace	N
2	https://www.udemy.com/course/professional-digital-electronics/	Udemy	Self-pace	Y

4.h Recommended Value-Added Courses (VAC)

Sr. No.	Name of the Value Added Course	Conducted by – Person / Institute / Industry	Course Duration	Certificate (Y / N)
1	Arduino	VSIT	32 Hrs	Y

4.i Study Material Distributed among Students

Tick if distributed among students					
GQ	Notes	Digital Content	PPT	EQ (updated till the Last Exam)	Other (Write Details)
✓	✓	✓	✓	✓	✓ (Videos)

5. Consolidated Course Lesson Plan

	From (date/month/year)	From (date/month/year)	Total Number of Weeks
Semester Duration			12

Week	Lecture no.	Module No.	Lecture Topics / IA 1 and IA 2 / BSA planned to be covered	Actual date of Completion	COs	Recommended Prior Viewing / Reading	
						Lecture No. (on LMS)	Chapter No. / Page Nos./ Books/ Web Site
1	1	1	Introduction: Analog System, Digital System, Introduction to number system		CO1 CO2		N. G. Palan Pg 1.3 – 1.7
	2	1	Conversion (binary, octal and hexadecimal)		CO1 CO2		N. G. Palan Pg 1.8 – 1.15
	3	1	Conversion (binary and decimal)		CO1 CO2		N. G. Palan Pg 1.16–1.24
	4	1	Conversion (decimal, octal and hexadecimal)		CO1 CO2		N. G. Palan Pg 1.25–1.37
2	5	1	Weighted codes (BCD) Non-weighted codes (Excess-3, Gray code)		CO1 CO2		N. G. Palan Pg 1.48–1.63
	6	1	Binary Arithmetic: Binary addition and subtraction, Negative number representation		CO1 CO2		N. G. Palan Pg 2.2–2.22
	7	1	Subtraction using 1's and 2's complement		CO2 CO3		N. G. Palan Pg 2.23–2.34
	8	1	Binary multiplication and division		CO2 CO3		N. G. Palan Pg 2.34–2.35
3	9	1	Arithmetic in octal and hexadecimal numbers		CO2 CO3		N. G. Palan Pg 2.36–2.62
	10	1	Viva/ Students' Activity				
	11	2	Boolean Algebra and Logic gates: Introduction to logic, Boolean theorems and laws		CO2 CO3		N. G. Palan Pg 3.3–3.16
	12	2	Demorgan's Theorems, Reduction of logic expression by Boolean algebra		CO2 CO3		N. G. Palan Pg 3.18–3.23
4	13	2	Universal logic gates, Implementation of other gates using universal gates		CO2 CO3		N. G. Palan Pg 3.37–3.50
	14	2	Deriving Boolean expressions from given circuits, Exclusive OR & NOR gates		CO2 CO3		N. G. Palan Pg 3.51–3.54
	15	2	Minterm, Maxterm and Karnaugh Maps: Minterms and sum of Minterm forms		CO3		N. G. Palan Pg 4.2–4.8
	16	2	Maxterms and product of Maxterm forms		CO3		N. G. Palan Pg 4.9–4.13
5	17	2	Reduction technique using K-map (2,3,4,5,6 variable K-map), Grouping in K-map		CO3		N. G. Palan Pg 4.14–4.38

	18	2	Obtain K-map from Boolean expression		CO3		N. G. Palan Pg 4.54–4.56
	19	2	Minimize Boolean expression using K-map		CO3		N. G. Palan Pg 4.57–4.60
	20	2	Viva/ Students' Activity				
6	21	3	Combinational Logic Circuits: Introduction,		CO3 CO4		N. G. Palan Pg 5.2–5.20
	22	3	Multi-input, Multi-output combinational circuits		CO3 CO4		N. G. Palan Pg 5.21–5.33
	23	3	Code converters design and implementations		CO3 CO4		N. G. Palan Pg 5.34–5.50
	24	3	Arithmetic Circuits: Half Adder, Full Adder		CO3 CO4		N. G. Palan Pg 6.2–6.9
7	25	3	BCD adder, Excess-3 adder		CO3 CO4		N. G. Palan Pg 6.10–6.12
	26	3	Binary subtractor (Half subtractor, Full subtractor)		CO3 CO4		N. G. Palan Pg 6.15–6.20
	27	3	BCD subtractor, Multiplier		CO3 CO4		N. G. Palan Pg 6.22–6.25
	28	3	Multiplier		CO3 CO4		N. G. Palan Pg 6.26–6.30
8	29	3	Comparator		CO3 CO4		N. G. Palan Pg 6.34–6.36
	30	3	Viva/ Students' Activity				
	31	4	Multiplexer, Demultiplexer, Encoder and Decoder: Multiplexer		CO4 CO5		N. G. Palan Pg 7.2–7.20
	32	4	Demultiplexer		CO4 CO5		N. G. Palan Pg 7.21–7.26
9	33	4	Decoder, Encoder		CO4 CO5		N. G. Palan Pg 7.27–7.30
	34	4	SR Flip Flop, D Flip Flop		CO4 CO5		N. G. Palan Pg 8.2–8.12
	35	4	JK Flip Flop, Race around condition		CO4 CO5		N. G. Palan Pg 8.14–8.20
	36	4	Master slave J K flip flop, T- flip flop		CO4 CO5		N. G. Palan Pg 8.21–8.24
10	37	4	Conversion of 1 type of flip flop to another		CO4 CO5		N. G. Palan Pg 8.25–8.31
	38	4	Conversion of 1 type of flip flop to another		CO4 CO5		N. G. Palan Pg 8.25–8.31
	39	4	Conversion of 1 type of flip flop to another		CO4 CO5		N. G. Palan Pg 8.25–8.31
	40	4	Viva/Students' Activity on Module4				
11	41	5	Asynchronous counter, Terms related to counters, IC 7493 (4-bit binary counter)		CO5 CO6		N. G. Palan Pg 9.2–9.10
	42	5	Synchronous counter, Bushing		CO5 CO6		N. G. Palan Pg 9.10–9.17
	43	5	Type T design, Type JK design		CO5 CO6		N. G. Palan Pg 9.18–9.38
	44	5	Synchronous counter ICs, Analysis of counter circuits		CO5 CO6		N. G. Palan Pg 9.54–9.70

12	45	5	Shift Registers: Parallel and shift registers, serial shifting		CO5 CO6		N. G. Palan Pg 10.2–10.7
	46	5	Ring counter		CO5 CO6		N. G. Palan Pg10.7–10.09
	47	5	Johnson counter		CO5 CO6		N. G. Palan Pg10.10–10.11
	48	5	Viva/Students' Activity on Module5				

6. Rubric for Grading and Marking of Term Work (inform students at the beginning of semester)

Lecture + Practical (% Attendance) & Marks	Assignments	Tutorial	Lab / Practical Performance	Lab Journal Assessment	Class Tests (Other than IA)	Other (1) specify	Other (2) Specify	Total
75%	05	-	40+05	05			IA (20)	75

7. Assignments / Tutorials Details (must attach print out of all questions together with AAP)

Assignment No.	Title of the Assignments / Tutorials	CO Map	Assignments given to Students on	Date of Submission
1	Conversion and arithmetic of number systems	CO 1	3 rd Week	4 th Week
2	Boolean Circuits and Karnaugh Maps	CO 2	5 th Week	6 th Week
3	Designing of combinational circuits	CO 3	7 th Week	8 th Week
4	Designing of Flip Flops	CO 4	9 th Week	10 th Week
5	Counters and Shift Registers	CO 5	11 th Week	12 th Week

Analysis of Assignment / Tutorial Questions and Related Resources

Assignment No.	Week No.	Type* (✓)			Module No.	Based on #			Question Type (✓)	
		R	UQ	OBT		TextBook	Reference Book	Other Learning Resource	MU EQ	Thought Provoking
1	3	✓	✓		1	1	1, 2	✓	✓	✓
2	5	✓	✓		2	1	1, 3	✓	✓	✓
3	7	✓			3	1	1, 3	✓	✓	✓
4	9	✓		✓	4	1	1, 4	✓	✓	✓
5	11	✓			5	1	1, 4	✓	✓	✓

* Tick (✓) the Type of the Assignment: Regular (R); Unannounced Quiz (UQ) ; Open Book Test for TY/SY/MASTERS (OBT)

Write number for Textbook, reference book, other learning resource from this AAP – from Points 4.a to 4.d

8.

Internal Assessment / Other Class Test / Open Book Test (OBT)/Take Home Test (THT) Details

Tests	Test Dates	Module No.	CO Map	IA Question Paper Pattern	Policy
1 st IA Test	8 th week	1 and 2	CO1, CO2, CO3	(Multiple Choice Questions) Online Test to be conducted on MOODLE	No IA Re-test IA is a Head of passing *
2 nd IA Test					
Pop Quiz	5 th week	3	CO3, CO4	10 MCQ's – 01 marks each	
Open Book Test	10 th week	4	CO4, CO5	4 questions – 20 marks	
Take Home Test	11 th week	5	CO5, CO6	4 questions – 20 marks	
Class Test	4 th Week	1 and 2	CO1, CO2	Sums and Logic gate symbols – 10 marks	
Class Test 2	7 th Week	3	CO2, CO3	Circuit Diagrams – 15 marks	
Any other test/exams					

* IA failures will have to appear for re-test in next semester

9.a

Practical Activities – Regular Experiments

Practical No.	Module No.	Title of the Regular Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1	2	Study of Logic gates and their ICs	Logic operations	CO1	4
2	2	Prove De Morgan's Theorems using basic logic gates	Boolean Algebra	CO1 CO2	4
3	2	Design basic and derived gates using universal gates	Circuit Designing	CO2 CO3	4
4	1, 2	Implement Boolean expression using minimum number of gates (Boolean algebra)	Boolean Algebra, Circuit Designing	CO2 CO3	4
5	2	Design and implement combinational circuit based on the problem given and minimizing using K-maps.	Karnaugh map, Circuit Designing	CO3	4
6	1, 3	Implement Code converters	Code conversion	CO3 CO4	4
7	1, 3	Implement Adder and Subtractor circuits	Binary arithmetic, Circuit Designing	CO3 CO4	4
8	3	Implement Arithmetic circuits	Truth tables, Circuit Designing	CO4 CO5	4
9	4	Multiplexer and Demultiplexer.	Combinational Circuits	CO4 CO5	4
10	5	Study of flip flops and counters	Sequential Circuits	CO5 CO6	4

9.b Practical Activities – Newly Added Experiments

Practical No.	Module No.	Title of the Newly Added Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1	4	Implement the given expression using 1:4 demultiplexer.	Multiplexer, Demultiplexer	CO 3 CO 4	4

9.c Practical Activities – PBL Experiments

Practical No.	Module No.	Title of the PBL Experiments	Concepts to be highlighted	CO Map	Audit / Quality (0 to 4)
1	3, 4	Implement full adder using 8:1 multiplexer.	Adder, Multiplexer	CO 4 CO 5	4

10. Beyond Syllabus Activities for Gap Mitigation

No.	Type of the Activity	Activities	Details – no of attendees, guest, feedback, mark sheet, report
1	Interaction with Outside World	Guest Lecture / Workshops	Guest lecture on "Number Systems and its conversions"
2		Industrial Visit	All India Radio Broadcasting House
3	Test and Assessments	Class Tests – (other than IA)	4 th and 7 th week
4		Mini Projects	-
5		Pop Quiz	5 th week on module 3(Multiple choice questions)
6		Mobile App Based Quiz	
7		Open Book Test	10 th week(module 4)
8		Take Home Test	11 th week(module 5)
9	Collaborative and Group Activity	Poster Presentation	Poster making competition
10		Minute Papers	
11		Students Seminar	
12		Students Debates	
13		Panel Discussion / Mock GD	
14		Mock Interview	
15	Co-curricular Courses	MOOC-NPTEL/Coursera Videos	Yes
16		Value Added Courses	Arduino
17		Lecture Capture Usage	Yes
18		Bridge Course	3 rd Week

*** Do not delete any activity. Give details for planned events. Write 'NA' for activity Not Planned.**

Consolidated Academic Administration Plan Prepared by (mention all theory teaching faculty names with signature)

Ms. Amraja Shivkar

Mr. Laxmikant Manchekar

External Industry Mentor (Sign.)

External Academic Mentor (Sign.)

Mr. Umesh Koyande
VSIT Cluster Mentor Name (Sign.)

Mr. Umesh Koyande
Head of Dept. (Sign.)

Consolidated Academic Administration Plan for the Course
USIT 103 Operating Systems – Sem.I –
B.Sc. (Information Technology)– 2020-2021 – Odd Semester
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Version 2020-1

The academic resources available in VSIT –

VMIS (ERP)	V-Refer and V-Live	VSIT Library	VAC & MOOC Courses
Institute & Department Vision and Mission	Former IA question papers and solutions (prepared by faculty)	Former IA question papers solutions - hardcopy	Value Added Courses (VAC) are conducted throughout the semester & in the semester break - Enrol for the VACs
Program Educational Objectives (PEO)	MU end semester examination question papers and solutions (prepared by faculty)	MU end semester exam question paper & solutions - by faculty, hardcopy	
Program Specific Outcome (PSO)	Class notes and Digital Content for the subject (scanned / typed by faculty)	All text books, reference books, e -books mentioned in the syllabus & AAP	Online courses from NPTEL, Coursera etc. are pursued throughout the semester - Register for the course & get certified
Program Outcome (PO)	Comprehensive question bank, EQ, GQ, PPT, Class Test papers	Technical journals and magazines for reference	
Departmental Knowledge Map	Academic Administration Plan & Beyond Syllabus Activity report	VSIT library is member of IIT Bombay Library	Watch former lectures captured in LMS at VSIT

1.a Course Objectives (write in detail – follow NBA guideline in this regard)

Cognitive	What do you want students to know?	Learn about processes and threads, learn about scheduler, to know the mechanisms involved in memory management in contemporary OS
Affective	What do you want students to think / care about?	Get a thorough understanding of Operating Systems, difference between the functionality of different operating systems.
Behavioural	What do you want students to be able to do?	Handle Operating Systems easily, installation of software packages and different operating systems

1.b Course Outcome (CO) Statements and Module-Wise Mapping (follow NBA guideline)

CO No.	Statements	Related Module/s
CO1	To learn and understand different operating system structures, system calls and processes.	Unit 1
CO2	To understand the memory management, virtual memory and file systems management in virtual system.	Unit 2
CO3	To implement deadlock detection techniques in sums	Unit 3
CO4	To understand virtualization, cloud and to run different operating systems on virtual machine.	Unit 4
CO5	To able to compare different types of operating systems.	Unit 5

1.c Mapping of COs with POs (mark S: Strong, M: Moderate, W: Weak, Dash ‘-’: not mapped)

	PO 1	PO 2	PO 3	PO 4	PO 5	PO 6	PO 7	PO 8	PO 9	PO 10	PO 11	PO 12
CO 1												
CO 2												
CO 3												
CO 4												

1.d Mapping of COs with PSOs (mark S: Strong, M: Moderate, W: Weak, Dash '-':not mapped)

	PSO 1	PSO 2	PSO 3	PSO 4
CO 1				
CO 2				
CO 3				
CO 4				

1.e Teaching and Examination Scheme (As specified by the University) for the Course

Categories	Mathematics	Computing / IT / Electronics	Humanities & Soft Skill	Social Sciences	Commerce	Management	Multidisciplinary
Tick suitable category		✓					

Subject Code	Subject Name	Teaching Scheme			Credits Assigned			
		Theory	Practical	Tutorial	Theory	TW/Practical	Tutorial	Total
USIT 103	Operating Systems	75	50	-	4		-	4

Subject Code	Subject Name	Examination Scheme							
		Theory Marks IA Test			End Sem. Exam Marks	TW	Practical	Oral	Total
		IA 1	IA 2	Sum of IA1 and IA2					
USIT 103	Operating Systems	20	05	25	75		50		150

1.f Faculty-Wise Distribution of all Lecture-Practical-Tutorial Hours for the Course

Divisions	Lecture (Hrs.)	Practical (Hrs.)				Tutorial (Hrs.)			
		Batch 1	Batch 2	Batch 3	Batch 4	Batch 1	Batch 2	Batch 3	Batch 4
A	4	2	2	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.
B	4	2	2	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.
C	4	2	2	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.
D	4	2	2	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.
E	4	2	2	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.
F	4	2	2	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.

1.g Office Hours (Faculty will be available in office in this duration for solving students' query)

Division	Day	Time (at least 1 Hr. / Division)	Venue (Office Room No.)
A	Monday	3:00 p.m. – 4:00 p.m.	Staff Room
B	Tuesday	3:00 p.m. – 4:00 p.m.	Staff Room
C	Wednesday	3:00 p.m. – 4:00 p.m.	Staff Room
D	Thursday	3:00 p.m. – 4:00 p.m.	Staff Room
E	Saturday	3:00 p.m. – 4:00 p.m.	Staff Room
F	Friday	3:00 p.m. – 4:00 p.m.	Staff Room

2.a Syllabus : Module Wise Teaching Hours and % Weightage in University Question Paper

Module No.	Module Title and Brief Details	Teaching Hrs. for each module	% Weightage in University Question Papers
1	Introduction Processes and Threads	11 lectures X 60 minutes	20
2	Memory Management File Systems	08 lectures X 60 minutes	20
3	Input-Output Deadlocks	12 lectures X 60 minutes	20
4	Virtualization and Cloud Multiple Processor Systems	10 lectures X 60 minutes	20
5	Case Study on LINUX and ANDROID Case Study on Windows	07 lectures X 60 minutes	20
* Insert rows for more modules in the Course		Total	48
			100

2.b Prerequisite Courses

No.	Semester	Name of the Course	Topic/s
-	-	-	-

2.c Relevance to Future Courses

No.	Semester	Name of the Course
1	B.Sc. IT Sem IV	Introduction to Embedded systems
2	B.Sc. IT Sem V	Linux Administration
3	M.Sc. IT Sem III	Virtualization

2.d**Real Life Application Mapping – Mention Application from Very Common Day to Day Life**

No.	Real Life Application Mapping with the Course
1	Operating systems on mobile phones
2	Personal computers, virtual games
3	Routers, microwaves etc
4	ATM servers, google drives, drop box
5	Can ask students to differentiate between 4OS from the real world
6	Any other storage method can be explained
7	Source code of Linux can be downloaded, build and installed
8	Related to Hadoop and Cloud

3.**Past Results – Division-Wise and Topic-Wise Result Based Analysis**

Details	Target - Nov 2020	Nov 2019	Nov 2018	Nov 2017	Nov 2016
Course Passing % – Average of 6 Divisions	100	94.50	91.93	83.64	78.44
Marks Obtained by Course Topper (mark/75)	70	69	67	63	60

Year	Division A		Division B		Division C		Division D		Division E		Division F	
	Initials of Teacher	% Result	Initials of Teacher	% Result	Initials of Teacher	% Result	Initials of Teacher	% Result	Initials of Teacher	% Result	Initials of Teacher	% Result
Nov 2019	SBV	96.15	MDA	94.92	SBV	96.43	MDA	87.72	MGJ	93.48	MGJ	100
Nov 2018	SBV	98.15	MDA	86.89	MDA	92.86	SBV	84.74	MSK	94.44	MSK	97.36
Nov 2017	MSK	90.16	MSK	82.14	MSK	70.97	SBV	75.81	SBV	87.72	USK	77.78
Nov 2016	MSK	78.44	MSK	83.93	MSK	80.70	PBS	72.73	PBS	67.74	USK	83.87

Topics which affect results negatively	Module Number	Recommendations to overcome these issues & improve result in future
Case studies on OS	Unit 5	Comparison of processes and memory management in linux and windows, Unit 5 can be covered simultaneously with the first four units.
Principles of hardware and software	Unit 3	Videos to be shown, Comparison of any 4OS from real world

4 All the Learning Resources – Books and E-Resources

4.a List of Text Books (T – Symbol for Text Books) to be Referred by Students

Sr. No	Text Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Modern Operating Systems	Andrew S. Tanenbaum, Herbert Bros	Pearson	4 th	All units

4.b List of Reference Books (R – Symbol for Reference Books) to be Referred by Students

Sr. No	Reference Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Modern Operating Systems	Andrew S. Tanenbaum, Herbert Bos	Pearson	4 th	All units
2	Operating System Concepts	Abraham Silberschatz, Peter B. Galvin Gagne	Wiley	8 th	Unit 2/Unit 3
3	Operating System - Internals and Design Principles	Willaim Stallings	Pearson	8 th	Unit 3
4	Operating Systems	Godbole and Kahate	McGraw Hill	3 rd	All unit

4.c List of E - Books (E – Symbol for E-Books) to be Referred by Students

Sr. No	E- Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Modern Operating Systems	Andrew S. Tanenbaum, Herbert Bos	Pearson	4 th	All units
2	Operating System Concepts	Abraham Silberschatz, Peter B. Galvin Gagne	Wiley	8 th	Unit 2/3

4.d Web Links and Names of Magazines, Journals, E-journals – [VSIT is member of IIT Bombay Library]

Refer online journals subscribed in VSIT library. You can also access IIT Bombay online library for journals from IITB campus.

Sr. No.	Web-Links and Names of Journals and E-Journals Recommended to Students for this Course	Web-Links and Names of Magazines Recommended to Students for this Course	Module Nos.
1	https://www.omicsonline.org/information-technology-software-engineering.php Cloud & Virtualization	https://www.pcworld.com/ PCWorld From IDG	All Units
2	https://ieeexplore.ieee.org/document/8291789 Licensing Software	https://www.linuxjournal.com/ Linux Journal	All Units
3	https://ieeexplore.ieee.org/xpl/RecentIssue.jsp?punumber=5992 System Architecture	https://www.computerworld.com/ Computer World from IDG, India	All Units

4.e Module Best Available in - Tick the best resource [from 4.a to 4.d in this AAP] & give details

Module No.	Category (Please Tick Mark) - √						Available In VSIT Library?		Details of the Resource (i.e. Name, Chapter & Page No., etc.)
	Book			Maga-zine	Journals		Y	N	
	Text	Reference	E-		Regular	E-			

			Book			Journal		
1		√	√				Y	Modern Operating systems, S.Tanenbaum chp 1,2
2		√	√				Y	Modern Operating systems, S.Tanenbaum chp 3,4
3		√	√				Y	Modern Operating systems, S.Tanenbaum chp 5,6
4		√	√				Y	Modern Operating systems, S.Tanenbaum, chp 7,8
5		√	√	√		√	Y	Modern Operating systems, S.Tanenbaum Chp 10,11

4.f Web Links for Online Notes/YouTube/VSIT Digital Content/VSIT Lecture Capture/NPTEL Videos

Students can view lectures by VSIT professors, captured through LMS 'Lecture Capture' in VSIT campus for previous years.

No.	Websites / Links	Module Nos.
1	https://nptel.ac.in/courses/106106144/ Introduction to operating systems	Unit 1
2	https://nptel.ac.in/courses/106106144/14 System calls	Unit 2
3	https://www.youtube.com/watch?time_continue=2&v=YGe9e9jik8A&feature=emb_logo Linux	Unit 5
4	https://www.youtube.com/watch?time_continue=2&v=tJ57VCup7E0&feature=emb_logo Address Space	Unit
5	https://www.youtube.com/watch?v=Gjfiuj3lm2o&t=305s Paging Segmentation Virtual Memory Memory Management Operating System	Unit 2
6	https://www.youtube.com/watch?v=ZJ1LLAB0mJ0 Deadlock	Unit 3
7	https://www.youtube.com/watch?v=uYcVtK65KHk&index=2&list=PLEGGJI2Vkh8vtHMnt-mD3HEAKC4U6LZM Page Replacement OPTIMAL	Unit 2
8	https://www.youtube.com/watch?v=eKkc0d7kzww Process Synchronization	Unit 1
9	https://www.youtube.com/watch?v=anCLEogSTE0 File System Concepts	Unit 2
10	https://www.youtube.com/watch?v=V9AiN7oJaIM Virtualization	Unit 4
11	https://www.youtube.com/watch?v=whkyRvugqIM Business Benefits of Cloud Computing	Unit 4
12	https://www.youtube.com/watch?v=KitoxUB11go Android Operating System	Unit 5
13	https://www.youtube.com/watch?v=ywHa46ldFX8 Introduction to Windows and Operating System Concepts	Unit 5
14	https://www.youtube.com/watch?v=qdkxXygc3rE Memory manager	Unit 1

4.g Recommended MOOC Courses like Coursera / NPTEL / MIT-OCW / edX etc.

Sr. No.	MOOC Course Link	Course conducted by – Person / University / Institute / Industry	Course Duration	Certificate (Y / N)
1	https://www.udemy.com/computer-cavalry-intro-pc-maintenance-rocket-science-1/learn/v4/content	Udemy	22 hours	Y
1	https://www.udemy.com/red-hat-enterprise-linux-technical-overview/	Red Hat, Inc	3 hours	Y
3	https://alison.com/course/introduction-to-operating-systems	NPTEL	15-29 hours	Y
4	https://in.udacity.com/course/introduction-to-operating-systems--ud923	UDACITY.com	2 months	Y

4.h Recommended Value Added Courses (VAC)

Sr. No.	Name of the Value Added Course	Conducted by – Person / Institute / Industry	Course Duration	Certificate (Y / N)
1	SWAYAM NPTEL course will be suggested to students	NPTEL	4 Weeks	Y

4.i Study Material Distributed among Students

Tick if distributed among students					
GQ	Notes	Digital Content	PPT	EQ (updated till the Last Exam)	Other (Write Details)
√	√	√	√	√	Problems Sheet for practise

5. Consolidated Course Lesson Plan

	From (date/month/year)	From (date/month/year)	Total Number of Weeks
Semester Duration			

Week	Lecture No.	Module No.	Lecture Topics / IA 1 and IA 2 / BSA planned to be covered	Actual date of Completion	COs	Recommended Prior Viewing/Reading		Attendance of the class
						Lecture No. (on LMS)	Chapter No./Page No./Books/Website	
1	1	I	Introduction: What is an operating system?		CO1		Tanenbaum Chp1	
	2	I	Different operating systems		CO1		Tanenbaum Chp1	
	3	I	System calls		CO1		Tanenbaum Chp1	
	4	I	Operating system structure		CO1		Tanenbaum Chp1	

	SS	I	Computer Hardware Organization		CO1		Tanenbaum Chp1	
2	5	I	Processes and Threads: Processes		CO1		Tanenbaum Chp 2	
	6	I	Processes, threads		CO1		Tanenbaum Chp 2	
	7	I	Inter-process communication		CO1		Tanenbaum Chp 2	
	8	I	Scheduling Algorithms 1		CO1		Tanenbaum Chp 2	
3	9	I	Scheduling Algorithms 2		CO1		Tanenbaum Chp 2	
	SS	I	Readers-writers Problem, Barriers		CO1		Tanenbaum Chp 2	
	10	I	IPC problems		CO1		Tanenbaum Chp 2	
	11	I	Viva/ Students' Activity on Unit I		CO1		Tanenbaum Chp 2	
	12	II	Memory Management: Memory abstraction : address spaces		CO2		Tanenbaum Chp 3	
4	13	II	Page replacement algorithms 1		CO2		Tanenbaum Chp 3	
	14	II	Page replacement algorithms 2		CO2		Tanenbaum Chp 3	
	15	II	Revision of Page Replacement Algorithms		CO2		Tanenbaum Chp 3	
	SS	II	Design and Implementation Issues of Page replacement Algorithms		CO2		Tanenbaum Chp 3	
	16	II	Segmentation		CO2		Tanenbaum Chp 3	
5	17	II	File Systems: Files, directories		CO2		Tanenbaum Chp 4	
	18	II	File system implementation		CO2		Tanenbaum Chp 4	
	SS	II	MS-DOS, UNIX V7, CD ROM file system		CO2		Tanenbaum Chp 4	
	19	II	Viva/ Students' Activity on Unit II		CO2			
	20	III	Input-Output: Principles of I/O hardware		CO3		Tanenbaum Chp 5	

6	21	III	Principles of I/O software		CO3		Tanenbaum Chp 5	
	22	III	I/O software layers		CO3		Tanenbaum Chp 5	
	23	III	Disk Scheduling algorithm		CO3		Tanenbaum Chp 5	
	24	III	Disk Scheduling algorithms		CO3		Tanenbaum Chp 5	
7	25	III	Power management		CO3		Tanenbaum Chp 5	
	SS	III	User Interfaces- Keyboard Mouse, Monitor		CO3		Tanenbaum Chp 5	
	SS	III	Thin Clients and Clocks		CO3		Tanenbaum Chp 5	
	26	III	Deadlocks: Introduction to deadlocks, The ostrich algorithm		CO3		Tanenbaum Chp 6	
	27	III	Deadlock detection , Deadlock prevention		CO3		Tanenbaum Chp 6	
	28	III	Guest Lecture					
8	29	III	Deadlock recovery		CO3		Tanenbaum Chp 6	
	30	III	Deadlock avoidance		CO3		Tanenbaum Chp 6	
	31	III	Viva/ Students' Activity on Unit III		CO3			
	32	IV	Virtualization and Cloud: History		CO4		Tanenbaum Chp 7	
9	33	IV	Requirements for virtualization, advantages of Cloud		CO4		Tanenbaum Chp 7	
	34	IV	Type 1 and 2 hypervisors , hypervisor microkernels		CO4		Tanenbaum Chp 7	
	35	IV	Memory and I/O virtualization		CO4		Tanenbaum Chp 7	
	36	IV	Virtual machines on multicore CPUs		CO4		Tanenbaum Chp 7	
10	37	IV	Clouds – Introduction		CO4		Tanenbaum Chp 7	
	SS	IV	Essential Characteristics and advantages of cloud		CO4		Tanenbaum Chp 7	

	38	IV	Multiple Processor Systems: Multiprocessors		CO4		Tanenbaum Chp 8	
	39	IV	Multi-computers		CO4		Tanenbaum Chp 8	
	SS	IV	Distributed Systems		CO4		Tanenbaum Chp 8	
	40	IV	Server Visit					
11	41	IV	Viva/ Students' Activity on Unit IV		CO4			
	42	V	Case Study on LINUX Processes and Memory management in Linux, ,		CO5		Tanenbaum Chp 10	
	SS	V	History of UNIX and LINUX		CO5		Tanenbaum Chp 10	
	43	V	I/O and Linux file system, security in Linux,		CO5		Tanenbaum Chp 10	
	44	V	Android		CO5		Tanenbaum Chp 10	
12	45	V	Case Study on Windows Programming windows, System structure		CO5		Tanenbaum Chp 11	
	SS	V	History of Windows through Windows 10		CO5		Tanenbaum Chp 11	
	46	V	Programming windows, System structure		CO5		Tanenbaum Chp 11	
	47	V	Windows power management		CO5		Tanenbaum Chp 11	
	48	V	Viva/ Students' Activity on Unit V		CO5		Tanenbaum Chp 11	

6. Rubric for Grading and Marking of Term Work (inform students at the beginning of semester)

Lecture + Practical (% Attendance) & Marks	Assignments	Tutorial	Lab / Practical Performance	Lab Journal Assessment	Class Tests (Other than IA)	Other (1) Specify	Other (2) specify	Total
75%	05	-	45	05	20			50+25

7. Assignments / Tutorials Details (must attach print out of all questions together with AAP)

Assignment	Title of the Assignments / Tutorials	CO Map	Assignments	Date of
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No.			given to Students on	Submission
1	Open Book Test on Unit 1	CO1	3 rd Week	
2	Pop Quiz on Unit 2	CO2	5 th Week	
3	Take home Test on Unit 3	CO3	8 th Week	
4	Diagrams of all Units	CO4	11 th Week	
5	One minute paper on Unit 5	CO5	12 th Week	

Analysis of Assignment / Tutorial Questions and Related Resources

Assignment No.	Week No.	Type* (√)			Module No.	Based on #			Question Type (√)	
		R	UQ	OBT		Text Book	Reference Book	Other Learning Resource	MU EQ	Thought Provoking
1	3	√		√	1	√	1		√	√
2	5	√			2	√	1,2		√	√
3	8	√	√		3	√	1,2		√	√
4	11	√	√		4	√	1,2		√	√
5	12	√		√	5	√	1,2		√	√

* Tick (√) the Type of the Assignment: Regular (R); Unannounced Quiz (UQ); Open Book Test for TY/SY/MASTERS (OBT)

Write number for Text book, reference book, other learning resource from this AAP – from Points 4.a to 4.d

8. Internal Assessment / Other Class Test / Open Book Test (OBT)/Take Home Test (THT) Details

Tests	Test Dates	Module No.	CO Map	IA Question Paper Pattern	Policy
1 st IA Test		1,2	CO 1,2	Q1 – 10 Marks Q2 – 5 Marks Q3 – 5 Marks 20 marks each for IA	No IA Re-test
2 nd IA Test					IA is a Head of passing *
Pop Quiz		2	CO 2		
Open Book Test		1	CO 1		

Take Home Test		3	CO 3		
One Minute Paper		5	CO 5		

9.a Practical Activities – Regular Experiments

Practical No.	Module No.	Title of the Regular Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1	4	Installation of virtual machine software	Learn to install software.	CO 4	4
2	4	Installation of Linux operating system (RedHat / Ubuntu) on virtual machine.	Learn about Linux and how to install Linux on virtual box.	CO 4	4
3	1,4	Installation of Windows operating system on virtual machine	Learn about windows and how to install windows on virtual box	CO 1,4	4
4	1,2	Linux commands: Working with Directories: pwd, cd, absolute and relative paths, ls, mkdir, rmdir, file, touch, rm, cp, mv, rename, head, tail, cat, tac, more, less, strings, chmod	Learn to execute the commands on terminal based on directories	CO 1,2	4
5	2,3,5	Linux commands: Working with files: ps, top, kill, pkill, bg, fg, grep, locate, find, locate date, cal, uptime, w, whoami, finger, uname, man, df, du, free, whereis, which	Learn to execute the commands on terminal based on files	CO 2,3,5	4
6	2,3,5	Windows (DOS) Commands –1 Date, time, prompt, md, cd, rd, path, Chkdsk, copy, xcopy, format, fidsk, cls, defrag, del, move	Learn to execute the commands on command prompt without using GUI	CO 2,3,5	4
7	2,3,5	Windows (DOS) Commands – 2 Diskcomp, diskcopy, diskpart, doskey, echo Edit, fc, find, rename, set, type, ver	Learn to execute the commands on command prompt without using GUI	CO 2,3,5	4
8	1	Working with Windows Desktop and utilities a. Notepad b. Wordpad c. Paint d. Taskbar e. Adjusting display resolution f. Using the browsers	Learn to work with desktop utility software in windows	CO 1	4

		g. Configuring simple networking h. Creating users and shares			
9	1,5	Working with Linux Desktop and utilities a. The vi editor b. Graphics c. Terminal d. Adjusting display resolution e. Using the browsers f. Configuring simple networking g. Creating users and shares	Learn to work with desktop utility software in linux	CO 1,5	4

9.b Practical Activities – Newly Added Experiments

Practical No.	Module No.	Title of the Newly Added Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1	4	Installation of Ubuntu	Virtualization	CO4	4
2	5	Managing Windows update	Windows OS	CO5	4

9.c Practical Activities – PBL Experiments

Practical No.	Module No.	Title of the PBL Experiments	Concepts to be highlighted	CO Map	Audit / Quality (0 to 4)
1	All	1. Create the following directory 2. /Student/subject/os/pract.txt 3. /Student/subject/AM/pract.txt 4. Rename the folder subject to lectures 5. Remove all files from os	Linux and Windows	1 to 5	4

10. Beyond Syllabus Activities for Gap Mitigation

No.	Type of the Activity	Activities	Details – no of attendees, guest, feedback, mark sheet, report
1	Interaction with Outside World	Guest Lecture / Workshops	Interdisciplinary lecture from cluster.
2		Industrial Visit	Computer Assembly and Server Room
3	Test and Assessments	Class Tests – (other than IA)	NA
4		Mini Projects	NA
5		Pop Quiz	Yes

6		Mobile App Based Quiz	Yes
7		Open Book Test	Yes
8		Take Home Test	Yes
9	Collaborative and Group Activity	Poster Presentation	NA
10		Minute Papers	Yes
11		Students Seminar	NA
12		Students Debates	NA
13		Panel Discussion / Mock GD	Yes
14		Mock Interview	NA
15	Co-curricular Courses	MOOC-NPTEL/Coursera Videos	Yes
16		Value Added Courses	Yes
17		Lecture Capture Usage	Yes

*** Do not delete any activity. Give details for planned events. Write 'NA' for activity Not Planned.**

Consolidated Academic Administration Plan Prepared by (mention all theory teaching faculty names with signature)

Ms. Seema. V

Ms. Maitreyi. J

Ms. Madhavi. A

External Industry Mentor (Sign.)

External Academic Mentor (Sign.)

VSIT Cluster Mentor (Sign.)

Head of Dept. (Sign.)

VIDYALANKAR SCHOOL OF INFORMATION TECHNOLOGY

TEACHING LEARNING PLAN

M.Sc. Semester I 2020-21

Subject: Cloud computing

Name of Faculty: Umesh K, Seema V

Lecture No.	Module No	Topic to be covered / BSA	Actual date of completion	Reference book / Video link
1	1	Introduction to Cloud Computing	24-12-2020	Mastering Cloud
2	1	Cloud computing reference model and Technologies	28-12-2020	Mastering Cloud
3	1	Different Cloud platform, Parallel Vs Distributed Computing	31-12-2020	Mastering Cloud
4	1	Parallel Computing	05-01-2021	Mastering Cloud
5	1	Distributed Computing	12-01-2021	Mastering Cloud
6	1	Virtualization	15-01-2021	Mastering Cloud
7	1	Virtualization	16-01-2021	Mastering Cloud
8	2	Roles, models and cloud characteristics	18-01-2021	CC Concepts, Technology & Architecture
9	2	Cloud delivery models	22-01-2021	CC Concepts, Technology & Architecture
10	2	Cloud deployment model, economics, open challenges	23-01-2021	CC Concepts, Technology & Architecture
11	2	Basic Terms of Cloud Security	25-01-2021	CC Concepts, Technology & Architecture
12	2	Amazon Web Services	29-01-2021	CC Concepts, Technology & Architecture
13	2	Demo of Amazon Web Services	30-01-2021	CC Concepts, Technology & Architecture
14	2	Google App Engine, Microsoft Azure.	04-02-2021	CC Concepts, Technology & Architecture
15	3	Automated Scaling listener, Load Balancer	05-02-2021	CC Concepts, Technology & Architecture

16	3	SLA monitor, Pay-per-use monitor	06-02-2021	CC Concepts, Technology & Architecture
17	3	Audit monitor, fail over system, Hypervisor	11-02-2021	CC Concepts, Technology & Architecture
18	3	Resource Centre, Multidevice broker, State Management Database	12-02-2021	CC Concepts, Technology & Architecture
19	3	Remote administration system, Resource Management System	13-02-2021	CC Concepts, Technology & Architecture
20	3	SLA Management System, Billing Management System	18-02-2021	CC Concepts, Technology & Architecture
21	3	Encryption, Hashing, Digital Signature	25-02-2021	CC Concepts, Technology & Architecture
22	3	Public Key Infrastructure (PKI), Identity and Access Management (IAM)	26-02-2021	CC Concepts, Technology & Architecture
23	3	Single Sign-On (SSO), Cloud-Based Security Groups	27-02-2021	CC Concepts, Technology & Architecture
24	3	Hardened Virtual Server Images	05-03-2021	CC Concepts, Technology & Architecture
25	1	Revision of Unit 1	06-03-2021	
26	2	Revision of Unit 2	12-03-2021	
27	3	Revision of Unit 3	13-03-2021	

Reference Books:

Sr. No.	Title	Author/s	Publisher	Edition	Year
1.	Mastering Cloud	Rajkumar Buyya, Christian Vecchiola, S. Thamarai Selvi	Elsevier	-	2013
2.	Cloud Computing Concepts, Technology & Architecture	Thomas Erl, Zaigham Mahmood, and Ricardo Puttini	Prentice Hall		2013
3.	Distributed and Cloud Computing, From Parallel Processing to the Internet of Things	Kai Hwang, Jack Dongarra, Geoffrey Fox	MK Publishers		2012

VIDYALANKAR SCHOOL OF INFORMATION TECHNOLOGY

TEACHING LEARNING PLAN

M.Sc. Semester I 2020-21

Sub: Soft Computing Techniques

Name of Faculty: Beena Kapadia

Lecture No.	Module No	Topic to be covered / BSA	Actual date of completion	Reference book / Video link
1	Unit – I - 1	Introduction of soft computing, soft computing vs. hard computing,	21/12/2020	NPTEL videos
2	2	various types of soft computing techniques, Fuzzy Computing, Neural Computing, Genetic Algorithms, Associative Memory, Adaptive Resonance Theory,	23/12/2020	NPTEL videos
3	3	Classification, Clustering, Bayesian Networks, Probabilistic reasoning, applications of soft computing	24/12/2020	NPTEL videos
4	4	Revision unit -1	30/12/2020	NPTEL videos
5	5	Viva / Class test		BSA
6	Unit II- 1	Artificial Neural Network: Fundamental concept, Evolution of Neural Networks, Basic Models,	31/12/2020 and 6/1/2021 and 7/1/2021	Ref: 1, ch: 2
7	2	McCulloch-Pitts Neuron, Linear Separability,	12/01/2021 and 13/01/2021	Ref: 1, ch: 2
8	3	Hebb Network, Supervised Learning Network: Perceptron Networks,	14/01/2021 19/01/2021	Ref: 1, ch: 2
9	4	Adaptive Linear Neuron, Multiple Adaptive Linear Neurons,		Ref: 1, ch: 3
10	5	Backpropagation Network, Radial Basis Function,		Ref: 1, ch: 3
	6	Time Delay Network, Functional Link Networks, Tree Neural Network.		Ref: 1, ch: 3
11	7	Associative Memory Networks: Training algorithm for pattern Association, Autoassociative memory network,		Ref: 1, ch: 4

12	8	heteroassociative memory network, bi-directional associative memory,		Ref: 1, ch: 4
13	9	Hopfield networks, iterative autoassociative memory networks,		Ref: 1, ch:4
14	10	temporal associative memory networks.		Ref: 1, ch:4
15	11	Revision unit -II		
16	12	Viva / Class test		
17	Unit III 1	UnSupervised Learning Networks: Fixed weight competitive nets, Kohonen self-organizing feature maps,		Ref: 1, ch:5
18	2	learning vectors quantization, counter propagation networks,		Ref: 1, ch:5
19	3	adaptive resonance theory networks. Special Networks: Simulated annealing,		Ref: 1, ch:5
20	4	Boltzman machine, Gaussian Machine,		Ref: 1, ch:6
21	5	Cauchy Machine, Probabilistic neural net,		Ref: 1, ch:6
22	6	cascade correlation network, cognition network,		Ref: 1, ch:6
23	7	neo-cognition network, cellular neural network,		Ref: 1, ch:6
24	8	optical neural network Third Generation Neural Networks: Spiking Neural networks, convolutional neural networks,		Ref: 1, ch:6
25	9	deep learning neural networks, extreme learning machine model.		Ref: 1, ch:6
26	Unit IV 1	Introduction to Fuzzy Logic, Classical Sets and Fuzzy sets: Classical sets, Fuzzy sets.		Ref: 1, ch:7
27	2	Classical Relations and Fuzzy Relations: Cartesian Product of relation, classical relation,		Ref: 1, ch:7
28	3	fuzzy relations, tolerance and equivalence relations,		Ref: 1, ch:7
29	4	non-iterative fuzzy sets. Membership Function: features of the membership functions,		Ref: 1, ch:7
30	5	fuzzification,		Ref: 1, ch:7

31	6	methods of membership value assignments.		Ref: 1, ch:7
32	7	Defuzzification: Lambda-cuts for fuzzy sets, Lambda-cuts for fuzzy relations,		Ref: 1, ch:10
33	8	Defuzzification methods.		Ref: 1, ch:10
34	9	Fuzzy Arithmetic and Fuzzy measures: fuzzy arithmetic, fuzzy measures,		Ref: 1, ch:11
35	10	measures of fuzziness, fuzzy integrals.		Ref: 1, ch:11
36	Unit – V 1	Fuzzy Rule base and Approximate reasoning: Fuzzy proportion, formation of rules,		Ref: 1, ch:12
37	2	decomposition of rules, aggregation of fuzzy rules,		Ref: 1, ch:12
38	3	fuzzy reasoning, fuzzy inference systems,		Ref: 1, ch:12
39	4	Fuzzy logic control systems, control system design,		Ref: 1, ch:14
40	5	architecture and operation of FLC system, FLC system models and applications of FLC System.		Ref: 1, ch:14
41	6	Genetic Algorithm: Biological Background, Traditional optimization and search techniques,		Ref: 1, ch:15
42	7	genetic algorithm and search space, genetic algorithm vs. traditional algorithms,		Ref: 1, ch:15
43	8	basic terminologies, simple genetic algorithm,		Ref: 1, ch:15
44	9	general genetic algorithm, operators in genetic algorithm,		Ref: 1, ch:15
45	10	stopping condition for genetic algorithm flow, constraints in genetic algorithm,		Ref: 1, ch:15
46	11	problem solving using genetic algorithm, the schema theorem,		Ref: 1, ch:15
47	12	classification of genetic algorithm, Holland classifier systems,		Ref: 1, ch:15
48	13	genetic programming, advantages and limitations and applications of genetic algorithm.		Ref: 1, ch:15

49	14	Differential Evolution Algorithm, Hybrid soft computing techniques – neuro – fuzzy hybrid,		Ref: 1, ch:15
50	15	genetic neuro-hybrid systems, genetic fuzzy hybrid and fuzzy genetic hybrid systems.		Ref: 1, ch:16

Reference Books:

Sr. No.	Title	Author/s	Publisher	Edition	Year
1	Artificial Intelligence and Soft Computing	Anandita Das Battacharya	SPD	3 rd	2018
2	Principles of Soft computing	S.N.Sivanandam S.N.Deepa	Wiley	3 rd	2019

In classification the data are grouped by analysing data objects, whose class label is known.

Clustering analyzes the data object without knowing class label.

There is some prior knowledge of attributes of each classification.

There is no prior knowledge of attributes of data to form a cluster.

Version 2020-21

The academic resources available in VSIT –

VMIS (ERP)	V-Refer	VSIT Library	VAC & MOOC Courses
Institute & Department Vision and Mission	Former IA question papers and solutions (prepared by faculty)	Former IA question papers solutions - hardcopy	Value Added Courses (VAC) are conducted throughout the semester & in the semester break - Enrol for the VACs
Program Educational Objectives (PEO)	MU end semester examination question papers and solutions (prepared by faculty)	MU end semester exam question paper & solutions - by faculty, hardcopy	
Program Specific Outcome (PSO)	Class notes and Digital Content for the subject (scanned / typed by faculty)	All text books, reference books, e -books mentioned in the syllabus & AAP	Online courses from NPTEL, Coursera etc. are pursued throughout the semester - Register for the course & get certified
Program Outcome (PO)	Comprehensive question bank, EQ, GQ, PPT, Class Test papers	Technical journals and magazines for reference	
Departmental Knowledge Map	Academic Administration Plan & Beyond Syllabus Activity report	VSIT library is member of IIT Bombay Library	Watch former lectures captured in LMS at VSIT

1.a Course Objectives (write in detail – follow NBA guideline in this regard)

Cognitive	What do you want students to know?	To enhance language proficiency and communication skills, to improve the learners' written language and increase the range of lexical resource through a variety of exercises
Affective	What do you want students to think / care about?	To enable understanding about the importance of proficiency in communication in order to improve career prospects and growth.
Behavioural	What do you want students to be able to do?	To easily correspond in all types of corporate communication.

1.b Course Outcome (CO) Statements and Module-Wise Mapping (follow NBA guideline)

CO No.	Statements	Related Module/s
CO1	To familiarize the learners to various communication technologies used to overcome communication barriers	Unit 1
CO2	To train the students to be comfortable with and know about various types and the importance of group communication	Unit 2
CO3	To enhance written language proficiency in business correspondence	Unit 3
CO4	To acquaint the students with report writing and the various types of reports	Unit 4

1.c Mapping of COs with POs (mark S: Strong, M: Moderate, W: Weak, Dash '-': not mapped)

	PO 1	PO 2	PO 3	PO 4	PO 5	PO 6	PO 7	PO 8	PO 9	PO 10	PO 11	PO 12
CO 1	M	M	S	S	N.A	N.A	N.A	N.A	N.A	N.A	N.A	N.A
CO 2	M	M	S	S	N.A	N.A	N.A	N.A	N.A	N.A	N.A	N.A
CO 3	M	M	S	S	N.A	N.A	N.A	N.A	N.A	N.A	N.A	N.A
CO 4	M	M	S	S	N.A	N.A	N.A	N.A	N.A	N.A	N.A	N.A
CO 5												

1.d Mapping of COs with PSOs (mark S: Strong, M: Moderate, W: Weak, Dash '-':not mapped)

	PSO 1	PSO 2	PSO 3	PSO 4
CO 1				
CO 2				
CO 3				
CO 4				
CO 5				

1.e Teaching and Examination Scheme (As specified by the University) for the Course

Categories	Mathematics	Computing / IT / Electronics	Humanities & Soft Skill	Social Sciences	Commerce	Management	Multidisciplinary
Tick suitable category			✓		✓		

Subject Code	Subject Name	Teaching Scheme			Credits Assigned			
		Theory	Practical	Tutorial	Theory	TW/Practical	Tutorial	Total
UBMS204	Business Communication - II	75	-	-	03		-	3

Subject Code	Subject Name	Examination Scheme							
		Theory Marks IA Test			End Sem. Exam Marks	TW	Practical	Oral	Total
		IA 1	IA 2	Sum of IA1 and IA2					
UBMS204	Business Communication - II	20	05	25	75	-	-	-	100

1.f Faculty-Wise Distribution of all Lecture-Practical-Tutorial Hours for the Course

Divisions	Lecture (Hrs.)	Practical (Hrs.)				Tutorial (Hrs.)			
		Batch 1	Batch 2	Batch 3	Batch 4	Batch 1	Batch 2	Batch 3	Batch 4
A	3	N.A	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.

1.g Office Hours (Faculty will be available in office in this duration for solving students' query)

Division	Day	Time (at least 1 Hr. / Division)	Venue (Office Room No.)
A	Tuesday		Staff room

2.a Syllabus: Module Wise Teaching Hours and % Weightage in University Question Paper

Module No.	Module Title and Brief Details	Teaching Hrs. for each module	% Weightage in University Question Papers

1	Presentation Skills	4	25
2	Group Communication	18	25
3	Business Correspondence	10	25
4	Language and Writing Skills	8	25
* Insert rows for more modules in the Course		Total	40
			100

2.b Prerequisite Courses

No.	Semester	Name of the Course	Topic/s
1	1	Business Communication - I	ALL

2.c Relevance to Future Courses

No.	Semester	Name of the Course
1	1	Masters of Management Studies
2		Masters in Business Administration
3	VI	Project –Synopsis writing

2.d Real Life Application Mapping – Mention Application from Very Common Day to Day Life

No.	Real Life Application Mapping with the Course
1	Use of communication technologies such as OHP and PowerPoint Presentation
2	Group Discussions, Interviews, Meetings and Conferences
3	Written business correspondence such as letters and reports

3. Past Results – Division-Wise and Topic-Wise Result Based Analysis

Details	Target - Mar 2020	Mar 2019	Mar 2018
Course Passing % – Average of 3 Divisions	100%	98.46%	95.45%
Marks Obtained by Course Topper (mark/100)	85	86	82

Division A		
Year	Initials of Teacher	% Result
Mar 2020	Snehaprabha Katti	100%
Mar 2019	Snehaprabha Katti	98.46%

Mar 2018	Snehaprabha Katti	98.6%
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Topics which affect results negatively	Module Number	Recommendations to overcome these issues & improve result in future
Business Correspondence	3	Written practice
Language and Writing Skills	4	Written practice and examples

4 All the Learning Resources – Books and E-Resources

4.a List of Text Books (T – Symbol for Text Books) to be Referred by Students

Sr. No	Text Book Titles	Author/s	Publisher	Edition Year of Publication	Module Nos.
1	Effective Communication	Balan,K.R. and Rayudu C.S.	Beacon New Delhi	1996	All
2.	Business Communication, today	BoveeCourtland,L and Thrill, John V	McGraw Hill, New York, Taxman Publication	1989	All
3.	Modern Business Correspondence	Garlside, L.E.	McDonald and Evans Ltd. Plymouth.	1980	III

4.b List of Reference Books (R – Symbol for Reference Books) to be Referred by Students

Sr. No	Reference Book Titles	Author/s	Publisher	Edition	Module Nos.
1	<i>Business Communication</i>	Meenakshi Raman & Prakash Singh	Oxford University Press		III and IV
2	<i>Professional communication</i>	Aruna Koneru	Tata McGraw Hill		III and IV
3	<i>Business Communication - II</i>	Rhoda A Doctor, Aspi H. Doctor et al	Sheth		ALL

4.c List of E - Books (E – Symbol for E-Books) to be Referred by Students

Sr. No	E- Book Titles	Author/s	Publisher	Edition	Module Nos.
1.	Modern Business, Vol. 12 http://library.umac.mo/ebooks/b31303316.pdf	Harrison McJohnston, A.M	Alexander Hamilton Institute, New York	I	III and IV

4.d Web Links and Names of Magazines, Journals, E-journals – [VIT is member of IIT Bombay Library]

Refer online journals subscribed in VIT library. You can also access IIT Bombay online library for journals from IITB campus.

Sr.	Web-Links and Names of Journals and E-Journals	Web-Links and Names of Magazines

No.	Recommended to Students for this Course	Recommended to Students for this Course	
1	Communication Today	lib.mylibrary.com	

4.e Module Best Available in - Tick the best resource [from 4.a to 4.d in this AAP] & give details

Module No.	Category (Please Tick Mark) - √						Available In VSIT Library?		Details of the Resource (i.e. Name, Chapter & Page No., etc.)
	Book			Magazine	Journals		Y	N	
	Text	Reference	E-Book		Regular	E-Journal			
1		✓						✓	Semester II, Sheth Publishers Pvt. Ltd. By Rhoda A. Doctor, Aspi H. Doctor et al

4.f Web Links for Online Notes/YouTube/VSIT Digital Content/VIT Lecture Capture/NPTEL Videos

Students can view lectures by VSIT professors, captured through LMS 'Lecture Capture' in VIT campus for previous years.

No.	Websites / Links	Module Nos.
1	Digital Content (live.vsit.edu.in)	1-4
2	PPTs	1-4

4.g Recommended MOOC Courses like Coursera / NPTEL / MIT-OCW / edX etc.

Sr. No.	MOOC Course Link	Course conducted by – Person / University / Institute / Industry	Course Duration	Certificate (Y / N)
1	https://www.udemy.com/business-communication-crash-course/	Elevance Team	60 lectures	Y
2.	Soft skills and personality development	NPTEL	8 weeks	Y

4.h Recommended Value Added Courses (VAC)

Sr. No.	Name of the Value Added Course	Conducted by – Person / Institute / Industry	Course Duration	Certificate (Y / N)
1	Workshop on Basics of Grammar	Institute	10 Hrs	Y

4.i Study Material Distributed among Students

Tick if distributed among students					
GQ	Notes	Digital Content	PPT	EQ (updated till the Last Exam)	Other (Write Details)
✓	✓	✓	✓	✓	Solutions of the Regular and ATKT Exams written by the Faculty Members-

5. Consolidated Course Lesson Plan

	From (date/month/year)	To (date/month/year)	Total Number of Weeks
Semester Duration	18 ^{01/2021}	31 ^{3/2021}	10

Week No.	Lecture no.	Module No.	Lecture Topics / IA 1 and IA 2 / BSA planned to be covered	Actual date of Completion	COs	Recommended Prior Viewing / Reading	
						Lecture No. (on LMS)	Chapter No. / Page Nos./ Books/ Web Site
1	1	I	Presentation – Concept, Principles of effective presentation and delivery		CO 1		
	2	I	Presentation – Kinesics, Visual Aids ,Audience in the presentation		CO 1		
	3	I	How to make a power point presentation		CO 1		
2	4	I	How to make a power point Presentation Class Test -1		CO 1		
	5	II	Interviews – Concept and Types- Selection /WASP Technique		CO 2		
	6	II	Interviews – Appraisal, Grievance , Exit Interview (Open book Test -Unit I)		CO 2		
3	7	II	Conduct of an Interview , Preparation by an Interviewer and Interviewer P: Interview Technique		CO 2		
	8	II	FAQs in Interview ,Advantages and Disadvantages		CO 2		
	9	II	Group Discussion – Concept , Reasons to conduct, Skills and Importance		CO 2		
4	10	II	Group Discussion- Organising G.D . Do's and Don'ts .		CO 2		

	11	II	G.D		CO 2		
	12	II	G.D		CO 2		
5	13	II	Meeting – Concept, Need and Importance Types and conduct of a meeting		CO 2		
	14	II	Meeting – Group dynamics and role of a chairperson and participants		CO 2		
	15	II	Notice and Agenda		CO 2		
6	16	II	MOM, Resolution		CO 2		
	17	II	Conferences – Concept, Planning, importance and organising a conference		CO 2		
	18	II	Conferences – Modern Methods of conferences		CO 2		
7	19	II	Public Relations-Meaning, Need, Purpose		CO 2		
	20	II	Public Relations- Function , Internal Measures		CO 2		
	21	II	Public Relations- External Measures Class Test -2		CO 2		
8	22	III	Business Correspondence- Letters of Inquiry, Replies		CO 3		
	23	III	Business Correspondence- Letters of Inquiry, Replies		CO 3		

	24	III	Letters of Complaint, Claims		CO 3		
9	25	III	Letters of Complaint, Claims		CO 3		
	26	III	Letters of Adjustments		CO 3		
	27	III	Letters of Adjustments		CO 3		
10	28	III	AIDA and Sales Letters		CO 3		
	29	III	Promotional leaflets/Fliers (Competition)		CO 3		
	30	III	Grievance Letters Letter Writing –THT (Take Home Test)		CO 3		
11	31	III	RTI Letters Class Test 3		CO 3		
	32	IV	Report Writing- Parts, types Feasibility report		CO 4		
	33	IV	Feasibility Report		CO 4		
12	34	IV	Investigative Report		CO 4		
	35	IV	Investigative Report		CO 4		
	36	IV	Summarization		CO 4		
13	37	IV	Summarisation		CO		

					4		
	38		Summarization Class Test -4		CO 4		
	39		Revision				
	40		Revision s				

6.

Rubric for Grading and Marking of Term Work (inform students at the beginning of semester)

Lecture + Practical (% Attendance) & Marks	Assignments	Tutorial	Lab / Practical Performance	Lab Journal Assessment	Class Tests (Other than IA)	Class participation	Other (2) specify	Total
						5		5

7.

Assignments / Tutorials Details (must attach print out of all questions together with AAP)

Assignment No.	Title of the Assignments / Tutorials	CO Map	Assignments given to Students on	Date of Submission
1	Assignment 1- 1) State and explain the types of deliveries in presentation, 2) write short notes on – a) Audience analysis b) Use of visual aids in Presentation c) Appearance of the Presenter.	CO1	Week 2	Week 3
2	Assignment 2- State and describe in brief the types of Interviews. (Assignment 2) Describe in detail the role of the Chairperson and the participants during Meeting	CO2	Week 5	Week 6

3	Assignment 3-a) Letters of Inquiry and sales letter	CO3	Week 7	Week 7
4	Assignment 4- Feasibility report (committee report)	CO4	Week 10	Week 10

Analysis of Assignment / Tutorial Questions and Related Resources

Assignment No.	Week No.	Type* (√)			Module No.	Based on #			Question Type (√)	
		R	UQ	OBT		Text Book	Reference Book	Other Learning Resource	MU EQ	Thought Provoking
1	Week 2	<input checked="" type="checkbox"/>			1				<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
2	Week 5				2				<input checked="" type="checkbox"/>	
3	Week 7				3				<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
4	Week 10				4				<input checked="" type="checkbox"/>	

* Tick (√) the Type of the Assignment: Regular (R); Unannounced Quiz (UQ); Open Book Test for TY/SY/MASTERS (OBT)

Write number for Text book, reference book, other learning resource from this AAP – from Points 4.a to 4.d

8. Internal Assessment / Other Class Test / Open Book Test (OBT)/Take Home Test (THT) Details

Tests	Test Dates	Module No.	CO Map	IA Question Paper Pattern	Policy
1 st IA Test	Mid of January	I and II		Q1 – MCQ - 10 Marks Q2 – 1 numerical 5 Marks Q3 – 1 numerical 5 Marks 20 marks each for IA 1 & 2	No IA Re-test
2 nd Test	Feb Mid	III & IV			IA is a Head of passing *
Pop Quiz	January				
Open Book Test	February	II	CO2		
Take Home Test	March	III	CO3		
Class tests / prelims	10 th 20 th /30 th 38 th lecture	I,II,III,&IV respectively	CO1 to CO4		

Debate		II	CO2		
Poster Competition	March	III	CO3		

*** IA failures will have to appear for re-test in next semester**

Internal Evaluation Pattern

Sr. No.	Criteria	Evaluation	Subject wise Marking Scheme			
			Subject 1	Subject 2	Other Subjects	Mark
1.	Attendance					20
2.	Unit wise class Test	20 MCQ (20*0.5 mark* 4 test)				40
3.	Midterm	Descriptive Exam				20
4.	Individual Presentation		20	-	-	20
5.	Mini Project - Group	Content + Presentation (5/6 in a group)	-	20	-	
6.	Handwritten Assignment	4 per subjects	-	-	20	
	Total Mark					100
Final Internal Mark = Total Mark / 4						Your Mark

9.a Practical Activities – Regular Experiments

Practical No.	Module No.	Title of the Regular Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1		Presentation	Effective power point presentation, oral presentation and persuasive strategies	CO1	
2		Mock Interview	Preparing students for interviews	CO2	
3		Group Discussion	Conversation Skills and analytic ability	CO2	
4		Trade Letters	Written corporate communication	CO4	

9.b Practical Activities – Newly Added Experiments

Practical No.	Module No.	Title of the Newly Added Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
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1		Blog Writing / Vlog making		CO4	
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9.c Practical Activities – PBL Experiments

Practical No.	Module No.	Title of the PBL Experiments	Concepts to be highlighted	CO Map	Audit / Quality (0 to 4)
1	III	Case study Analysing resumes of renowned personalities	Effective Written Communication	CO3	

10. Beyond Syllabus Activities for Gap Mitigation

No.		Activities	Details – no of attendees, guest, feedback, mark sheet, report
1	Interaction with Outside World	Guest Lecture / Workshops	3 rd week Worksop on Basics of Grammar
2	Test and Assessments	Class Tests – (other than IA)	Yes
3		Pop Quiz	
4		Open Book Test	2 nd Week
5		Take Home Test	12 th Week
6	Collaborative and Group Activity	Students Debates	
7		Panel Discussion / Mock GD	4 th Week
8		Mock Interview	3 rd Week
9	Co-curricular Courses	Videos	
10		Room 10 Competition	N.A

*** Do not delete any activity. Give details for planned events. Write ‘NA’ for activity Not Planned.**

Consolidated Academic Administration Plan Prepared by (mention all theory teaching faculty names with signature) L Snehaprabha Katti Lakshmi Pillai
Rumeli Sharma

Faculty 1 Name (Sign.)
Name (Sign.)

Faculty 2 Name (Sign.)

Faculty 3

External Industry Mentor (Sign.)
Mentor (Sign.)

External Academic

Rumeli Sharma
VSIT Cluster Mentor Name (Sign.)
(Sign.)

Sindhu Krishnan
Head of Dept.

AAP Compliance

Class & Div.:- FYBBI		Subject:- Business Law		Name of Teacher:- K.Sindhu			
Lecture no.	Module No.	Schedule Date	Lecture Topics planned to be covered	Actual date	BSA	Activity	No. of Students
1	1		Introduction, Meaning, Definition				
2	1		Features and Types				
3	1		Sources and classification of law				
4	2		Indian Constitution - Salient features of the Constitution of India				
5	2		Preamble of the constitution. Right to equality - Article 14, Right to freedom - Article 19				
6	2		Right to constitutional remedies 32 and 226, Types of WRITS				
7	2		Special leave to appeal to supreme court - Article 136				
8	2		Special leave to appeal to supreme court - Article 136				
9	3		Indian Contract Act 1872- Definitions and Essentials of a valid contract				
10	3		Types of Contract, Proposal and acceptance and essentials of a good proposal				
11	3		Consideration- Essential Rules of Valid consideration				
12	3		Capacity of parties to enter into contract				
13	3		Free Consent				
14	3		Void Agreements				
15	3		Contingent Contract, Quasi Contract				
16	3		Performance of Contract				
17	3		Discharge of contract				
18	3		Case studies				
19	3		Case studies				
20	3		Liquidated damages				
21	4		Contract of Indemnity				
22	4		Contract of Guarantee/Suretyship				
23	4		Lien and Pledge				
24	4		Contract of Agency				
25	4		Contract of Bailment				
26	4		Definitions and general concept of sale of goods Act 1930				
27	4		Sale and Hire Purchase agreement				
28	4		Condition and Warranty				
29	4		Effects of contract				
30	4		Unpaid seller				
31	4		Auction sale				
32	5		Introduction to Negotiable Instruments Act				
33	5		Promissory Note, Bill of Exchange, Cheque				
34	5		Promissory Note, Bill of Exchange, Cheque				
35	5		Kinds of Bills				
36	5		Parties to a Negotiable Instrument				
37	5		Acceptor - Section 7				
38	5		Maturity of an Instrument				
39	5		Negotiation and Endorsements				
40	5		Discharge of parties from liability				
41	5		Operational rules of evidence				
42	6		Information Technology Act 2000				
43	6		Definitions				
44	6		Recognition of electronic records and digital signature				
45	6		Digital signature				
46	6		Certifying authority				
47	6		E-Governance				
48	6		Electronic Contracts				
49	6		Offences under the act				
50	6		Revision				

Review	Remark by Incharge	No. of lectures	Syllabus completed	No. of ITM/BSA	Sign Incharge
30-11-2019(FY/SY)					
14-12-2019					
28-12-2019					
18-01-2019					
31-01-2020					
15-02-2020					
29-02-2020					
07-03-2020(Sem End FY/SY)					
14-03-2020(TY)					

Consolidated Academic Administration Plan for the Course
USIT Foundation Course II – Sem. II –
BBI– Even Semester
Asst Prof.Snehal Tandale

Version 2020-2021

The academic resources available in VSIT –

VMIS (ERP)	V-Refer and V-Live	VSIT Library	VAC & MOOC Courses
Institute & Department Vision and Mission	Former IA question papers and solutions (prepared by faculty)	Former IA question papers solutions - hardcopy	Value Added Courses (VAC) are conducted throughout the semester & in the semester break - Enrol for the VACs
Program Educational Objectives (PEO)	MU end semester examination question papers and solutions (prepared by faculty)	MU end semester exam question paper & solutions - by faculty, hardcopy	
Program Specific Outcome (PSO)	Class notes and Digital Content for the subject (scanned / typed by faculty)	All text books, reference books, e -books mentioned in the syllabus & AAP	Online courses from NPTEL, Coursera etc. are pursued throughout the semester - Register for the course & get certified
Program Outcome (PO)	Comprehensive question bank, EQ, GQ, PPT, Class Test papers	Technical journals and magazines for reference	
Departmental Knowledge Map	Academic Administration Plan & Beyond Syllabus Activity report	VSIT library is member of IIT Bombay Library	Watch former lectures captured in LMS at VSIT

1.a Course Objectives (write in detail – follow NBA guideline in this regard)

Cognitive	What do you want students to know?	To gain knowledge about various social, economic and political issues that affect human lives daily.
Affective	What do you want students to think / care about?	To develop an understanding of fundamental human rights and economy, cultivate a sense of responsibility with regard to the environment, weaker sections of society and to also learn to manage stress and conflict
Behavioural	What do you want students to be able to do?	To develop themselves to be better-informed about their rights and role in society.

1.b Course Outcome (CO) Statements and Module-Wise Mapping (follow NBA guideline)

CO No.	Statements	Related Module/s
CO1	Understand the concepts of liberalization, privatization and globalization and its effect on shaping Indian economy.	Unit 1
CO2	Comprehend the growth of information technology and communication and its impact on everyday life	Unit 1
CO3	Develop a brief understanding about issues related to constitutional rights and an insight into the fundamental rights with respect to social, economic and political rights	Unit 2
CO4	Recognizing the importance of environment and allied problems.	Unit 3
CO5	Identify the causes of stress and conflict and understand the problem of aggression and prejudice in society.	Unit 4
CO6	Develop effective methods to cope and manage individual stress and resolve conflicts.	Unit 5

1.c Mapping of COs with POs (mark S: Strong, M: Moderate, W: Weak, Dash '-': not mapped)

	PO 1	PO 2	PO 3	PO 4	PO 5	PO 6	PO 7	PO 8	PO 9	PO 10	PO 11	PO 12
CO 1												
CO 2												

CO 3												
CO 4												
CO 5												

1.d Mapping of COs with PSOs (mark S: Strong, M: Moderate, W: Weak, Dash '-':not mapped)

	PSO 1	PSO 2	PSO 3	PSO 4
CO 1				
CO 2				
CO 3				
CO 4				
CO 5				

1.e Teaching and Examination Scheme (As specified by the University) for the Course

Categories	Mathematics	Computing / IT / Electronics	Humanities & Soft Skill	Social Sciences	Commerce	Management	Multidisciplinary
Tick suitable category			✓			✓	

Subject Code	Subject Name	Teaching Scheme			Credits Assigned			
		Theory	Practical	Tutorial	Theory	TW/Practical	Tutorial	Total
USIT	Foundation Course - II	75			2			2

Subject Code	Subject Name	Examination Scheme							
		Theory Marks IA Test			End Sem. Exam Marks	TW	Practical	Oral	Total
		IA 1	IA 2	Sum of IA1 and IA2					
USIT	Foundation Course - II	20	05	25	75				100

1.f Faculty-Wise Distribution of all Lecture-Practical-Tutorial Hours for the Course

Divisions	Lecture (Hrs.)	Practical (Hrs.)				Tutorial (Hrs.)			
		Batch 1	Batch 2	Batch 3	Batch 4	Batch 1	Batch 2	Batch 3	Batch 4
A	2.5	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.
B	2.5	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.

1.g Office Hours (Faculty will be available in office in this duration for solving students' query)

Division	Day	Time (at least 1 Hr. / Division)	Venue (Office Room No.)
A			

B			
2.a Syllabus: Module Wise Teaching Hours and % Weightage in University Question Paper			
Module No.	Module Title and Brief Details	Teaching Hrs. for each module	% Weightage in University Question Papers
1	Globalization and Indian Society	6	
2	Human Rights	6	
3	Ecology	6	
4	Understanding Stress and Conflict	6	
5	Managing Stress and Conflict in Contemporary Society	6	
* Insert rows for more modules in the Course		Total	100

2.b Prerequisite Courses

No.	Semester	Name of the Course	Topic/s
1	1	Foundation Course - I	Unit 1, 2, 3 and 4
2			

2.c Relevance to Future Courses

No.	Semester	Name of the Course
1	3	BAF, Semester III Foundation Course
2	1	M.Com, Semester I Business Ethics and Corporate Social Responsibility

2.d Real Life Application Mapping – Mention Application from Very Common Day to Day Life

No.	Real Life Application Mapping with the Course
1	Stress and Conflict Management
2	Fundamental Rights Awareness
3	Duty towards protecting environment

3. Past Results – Division-Wise and Topic-Wise Result Based Analysis

Details	Target - Mar 2018	Mar 2017	Mar 2016	Mar 2015
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Course Passing % – Average of 3 Divisions	100%			
Marks Obtained by Course Topper (mark/100)	86	80	76	75

Year	Division A		Division B		Division C	
	Initials of Teacher	% Result	Initials of Teacher	% Result	Initials of Teacher	% Result
Mar 2017						
Mar 2016						
Mar 2015						

Topics which affect results negatively	Module Number	Recommendations to overcome these issues & improve result in future
Human Rights	2	Continuous reading and written practice

4 All the Learning Resources – Books and E-Resources

4.a List of Text Books (T – Symbol for Text Books) to be Referred by Students

Sr. No	Text Book Titles	Author/s	Publisher	Edition	Module Nos.

4.b List of Reference Books (R – Symbol for Reference Books) to be Referred by Students

Sr. No	Reference Book Titles	Author/s	Publisher	Edition	Module Nos.
1	<i>A decade of economic reforms in India (The past, the present, the future)</i>	<i>Edited by Raj Kapila and Uma Kapila</i>	<i>Academic Foundation (2002)</i>		Requested
2	<i>Impact of the policies of WTO on Indian agriculture</i>	S. Nehru	Serial Pub. (2012)		01
3	<i>Privatisation of public enterprises – Emerging dimensions</i>	Edited by G.S. Batra, NarinderKaur	Anmol Pub. (1995)		Requested
4	<i>Economics of development</i>	Dwight Perkins, Steven Radelet, David Lindauer	Norton company (2006)		Requested
5	<i>Industrial Policy and economic development in India (1947 -2012)</i>	Anup Chatterjee	New Century Pub. (2012)		Requested
6	<i>Globalisation and development of backward areas</i>	Edited by G. Satyanarayana	New Century Pub. (2007)		Requested
7	<i>Contemporary issues in globalisation – An introduction to theory and policy in India</i>	Soumyen Sikder	Oxford University Press (2002)		Requested
8	<i>Environmental Studies</i>	Dr. Vijay Kumar Tiwari	Himalayan Pub. (2010)		03
9	<i>Ecology and environment</i>	Benu Singh	Vista International		Requested

			Pub. (2006)		
10	<i>Universal Human Rights : In theory and practice</i>	Jack Donnelly	(2014)		Requested
11	<i>Foundation Course – II</i>	P.G.Shinde, Mahesh Bhagwat, Dr. Namita Nimbalkar & Meghna Shinde- Chakne	Sheth	2	1-5
12	<i>Stress Management</i>	Dr. N. Tejmani Singh	Maxford books (2011)		Requested

4.c List of E - Books (E – Symbol for E-Books) to be Referred by Students

Sr. No	E- Book Titles	Author/s	Publisher	Edition	Module Nos.
1					

4.d Web Links and Names of Magazines, Journals, E-journals – [VIT is member of IIT Bombay Library]

Refer online journals subscribed in VIT library. You can also access IIT Bombay online library for journals from IITB campus.

Sr. No.	Web-Links and Names of Journals and E-Journals Recommended to Students for this Course	Web-Links and Names of Magazines Recommended to Students for this Course	Module Nos.
1			

4.e Module Best Available in - Tick the best resource [from 4.a to 4.d in this AAP] & give details

Module No.	Category (Please Tick Mark) - √						Available In VSIT Library?		Details of the Resource (i.e. Name, Chapter & Page No., etc.)
	Book			Maga- zine	Journals		Y	N	
	Text	Reference	E- Book		Regular	E- Journal			
1		✓						✓	Foundation Course II by P.G.Shinde, Mahesh Bhagwat, Dr. Namita Nimbalkar & Meghna Shinde-Chakne, Sheth Publications
2		✓							
3		✓							
4		✓							
5		✓							

4.f Web Links for Online Notes/YouTube/VSIT Digital Content/VIT Lecture Capture/NPTEL Videos

No.	Websites / Links	Module Nos.
1	Digital Content (live.vsit.edu.in)	1-5
2	PPTs	1-5
3	Graded Questions	1-5

4.g Recommended MOOC Courses like Coursera / NPTEL / MIT-OCW / edX etc.

Sr. No.	MOOC Course Link	Course conducted by – Person / University / Institute / Industry	Course Duration	Certificate (Y / N)
1	Team Management Certificate #10/10 EPM Leadership Training Lead to succeed! Learn Part 10 Empowered Project Manager Program for dealing with conflict before it starts https://www.udemy.com/empowered-project-manager-part-10-soft-skills-training/	Louise Anne Maurice, Empowerment Expert Academy	2.5 hours	Y
2	Stress Anxiety Management - Stress Less and Live Longer Stress Management Activities: A Brain- Based Stress Management Course https://www.udemy.com/stress-anxiety-management/	Cari Corbet-Owen	2.5 hours	Y

4.h Recommended Value Added Courses (VAC)

Sr. No.	Name of the Value Added Course	Conducted by – Person / Institute / Industry	Course Duration	Certificate (Y / N)
1				

4.i Study Material Distributed among Students

Tick if distributed among students					
GQ	Notes	Digital Content	PPT	EQ (updated till the Last Exam)	Other (Write Details)
<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	

5. Consolidated Course Lesson Plan

	From (date/month/year)	To (date/month/year)	Total Number of Weeks
Semester Duration	11/01/2021	31/03/2021	

Week No.	Lecture no.	Module No.	Lecture Topics / IA 1 and IA 2 / BSA planned to be covered	Actual date of Completion	COs	Recommended Prior Viewing / Reading	
						Lecture No. (on LMS)	Chapter No. / Page Nos./ Books/ Web Site

1	1	1	Understanding the concepts of liberalization and privatization		CO1		
	2	1	Understanding the concept of globalization and Impact of globalization on industry		CO1		
2	3	1	Growth of IT and communication and its impact on everyday life Changes in employment and increasing migration		CO1		
	4	1	Changes in agrarian sector due to globalization		CO1		
3	5	1	Rise in corporate farming and increase in farmer's suicides		CO1		
	6	2	Concept of Human Rights Origin and evolution of the concept		CO3		
4	7	2	The Universal Declaration of Human Rights		CO3		
	8	2	Human Rights constituents with special reference to Fundamental Rights		CO3		
5	9	2	Human Rights constituents with special reference to Fundamental Rights		CO3		
	10	2	Human Rights constituents with special reference to Fundamental Rights		CO3		
6	11	3	Importance of Environment Studies in the current developmental context		CO4		
	12	3	Understanding concepts of environment		CO4		
7	13	3	Understanding concepts of environment Understanding concepts of ecology & interconnectedness		CO4		
	14	3	Environment as natural capital and connection to quality of human life		CO4		
8	15	3	Causes of environmental degradation		CO4		
	16	3	Impact of environmental degradation		CO4		

9	17	3	Sustainable development-concept and components		CO4		
	18	3	Poverty and environment		CO4		
10	19	4	Causes of stress and conflict in individuals and society		CO5		
	20	4	Agents of socialization and the role played by them in developing the individual		CO5		
11	21	4	Significance of values, ethics and prejudices in developing the individual		CO5		
	22	4	Significance of values, ethics and prejudices in developing the individual		CO5		
12	23	4	Stereotyping and prejudice as significant factors in causing conflicts in society		CO5		
	24	4	Aggression and violence as the public expression of conflict		CO5		
13	25	5	Types of conflicts and use of coping mechanisms for managing individual stress		CO6		
	26	5	Types of conflicts and use of coping mechanisms for managing individual stress		CO6		
14	27	5	Maslow's theory of self-actualisation		CO6		
	28	5	Different methods of responding to conflicts in society		CO6		
15	29	5	Conflict-resolution and efforts towards building peace and harmony in society		CO6		
	30	5	Conflict-resolution and efforts towards building peace and harmony in society		CO6		

6. Rubric for Grading and Marking of Term Work (inform students at the beginning of semester)

Lecture + Practical (% Attendance) & Marks	Assignments	Tutorial	Lab / Practical Performance	Lab Journal Assessment	Class Tests (Other than IA)	Class participation	Other (2) specify	Total
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							5		5
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7. Assignments / Tutorials Details (must attach print out of all questions together with AAP)

Assignment No.	Title of the Assignments / Tutorials	CO Map	Assignments given to Students on	Date of Submission
1				
2				
3				
4				

Analysis of Assignment / Tutorial Questions and Related Resources

Assignment No.	Week/Lecture No.	Type* (√)			Module No.	Based on #			Question Type (√)	
		R	UQ	OBT		Text Book	Reference Book	Other Learning Resource	MU EQ	Thought Provoking
1	Lecture 12	✓			2					✓
2	Lecture 17				2					✓
3	Lecture 34				3					✓
4	Lecture 37				ALL		✓		✓	✓

* Tick (√) the Type of the Assignment: Regular (R); Unannounced Quiz (UQ) ; Open Book Test for TY/SY/MASTERS (OBT)
 # Write number for Text book, reference book, other learning resource from this AAP – from Points 4.a to 4.d

8. Internal Assessment / Other Class Test / Open Book Test (OBT)/Take Home Test (THT) Details

Tests	Test Dates	Module No.	CO Map	IA Question Paper Pattern	Policy
1 st IA Test				Q1 – MCQ - 10 Marks Q2 – 1 numerical 5 Marks Q3 – 1 numerical 5 Marks 20 marks each for IA 1 & 2	No IA Re-test
2 nd IA Test					IA is a Head of passing *
Pop Quiz					
Open Book Test					
Take Home Test					
Class tests / prelims					
Class tests / prelims					
Any other test/exams					

* IA failures will have to appear for re-test in next semester

9.a Practical Activities – Regular Experiments

Practical No.	Module No.	Title of the Regular Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1		NA			

9.b Practical Activities – Newly Added Experiments

Practical No.	Module No.	Title of the Newly Added Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1		NA			

9.c Practical Activities – PBL Experiments

Practical No.	Module No.	Title of the PBL Experiments	Concepts to be highlighted	CO Map	Audit / Quality (0 to 4)
1	2	Case Study - Mohini Jain v. State of Karnataka	Right to education	CO3	
2	2	Case Study- Justice Verma Committee Report	Violence against women	CO3	

3	4	Student sues company over racist crayon	Stereotypes and prejudice	C05	
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10. Beyond Syllabus Activities for Gap Mitigation

No.	Type of the Activity	Activities	Details – no of attendees, guest, feedback, mark sheet, report
1	Interaction with Outside World	Guest Lecture / Workshops	
2		Industrial Visit	
3	Test and Assessments	Class Tests – (other than IA)	
4		Mini Projects	
5		Pop Quiz	
6		Mobile App Based Quiz	
7		Open Book Test	yes
8		Take Home Test	yes
9	Collaborative and Group Activity	Poster Presentation	
10		Minute Papers	yes
11		Students Seminar	
12		Students Debates	
13		Panel Discussion / Mock GD	
14	Mock Interview		
15	Co-curricular Courses	MOOC-NPTEL/Coursera Videos	
16		Value Added Courses	
17		Lecture Capture Usage	

*** Do not delete any activity. Give details for planned events. Write 'NA' for activity Not Planned.**

Consolidated Academic Administration Plan Prepared by (mention all theory teaching faculty names with signature)

Reshma Ajetrao

Faculty 1 Name (Sign.)

Faculty 2 Name (Sign.)

Faculty 3 Name (Sign.)

External Industry Mentor (Sign.)

External Academic Mentor (Sign.)

VSIT Cluster Mentor Name (Sign.)

Head of Dept. (Sign.)

The academic resources available in VSIT –

VMIS (ERP)	V-Refer and V-Live	VSIT Library	VAC & MOOC Courses
Institute & Department Vision and Mission	Former IA question papers and solutions (prepared by faculty)	Former IA question papers solutions - hardcopy	Value Added Courses (VAC) are conducted throughout the semester & in the semester break - Enrol for the VACs
Program Educational Objectives (PEO)	MU end semester examination question papers and solutions (prepared by faculty)	MU end semester exam question paper & solutions - by faculty, hardcopy	
Program Specific Outcome (PSO)	Class notes and Digital Content for the subject (scanned / typed by faculty)	All text books, reference books, e -books mentioned in the syllabus & AAP	Online courses from NPTEL, Coursera etc. are pursued throughout the semester - Register for the course & get certified
Program Outcome (PO)	Comprehensive question bank, EQ, GQ, PPT, Class Test papers	Technical journals and magazines for reference	
Departmental Knowledge Map	Academic Administration Plan & Beyond Syllabus Activity report	VSIT library is member of IIT Bombay Library	Watch former lectures captured in LMS at VSIT

1.a Course Objectives (write in detail – follow NBA guideline in this regard)

Cognitive	What do you want students to know?	To provide basic knowledge of key approaches and models relating to organizational behaviour
Affective	What do you want students to think / care about?	To understand ways of acting effectively and finding ways was controlling human behaviour
Behavioural	What do you want students to be able to do?	To apply different concepts relating to managing of conflicts, change, time and stress

1.b Course Outcome (CO) Statements and Module-Wise Mapping (follow NBA guideline)

CO No.	Statements	Related Module/s
CO1	To highlight the role of human resources in success of an enterprise	Unit 1
CO2	To understand various processes involved in increasing the value of human assets	Unit 2
CO3	To understand ways for maintaining high employees morale and sound human relations by sustaining and improving the various conditions and facilities	Unit 3 & 4

1.c Mapping of COs with POs (mark S: Strong, M: Moderate, W: Weak, Dash '-': not mapped)

	PO 1	PO 2	PO 3	PO 4	PO 5	PO 6	PO 7	PO 8	PO 9	PO 10	PO 11	PO 12
CO 1												

CO 2												
CO 3												
CO 4												
CO 5												

1.d Mapping of COs with PSOs (mark S: Strong, M: Moderate, W: Weak, Dash '--':not mapped)

	PSO 1	PSO 2	PSO 3	PSO 4
CO 1				
CO 2				
CO 3				
CO 4				
CO 5				

1.e Teaching and Examination Scheme (As specified by the University) for the Course

Categories	Mathematics	Computing / IT / Electronics	Humanities & Soft Skill	Social Sciences	Commerce	Management	Multidisciplinary
Tick suitable category						✓	

Subject Code	Subject Name	Teaching Scheme			Credits Assigned			
		Theory	Practical	Tutorial	Theory	TW/Practical	Tutorial	Total
	ORGANISATIONAL BEHAVIOR	100	--	--	3	-	--	

Subject Code	Subject Name	Examination Scheme							
		Theory Marks IA Test			End Sem. Exam Marks	TW	Practical	Oral	Total
		IA 1	IA 2	Sum					
	ORGANISATIONAL BEHAVIOR	20	05	25	75	--	--	--	100

1.f Faculty-Wise Distribution of all Lecture-Practical-Tutorial Hours for the Course

Divisions	Lecture (Hrs.)	Practical (Hrs.)				Tutorial (Hrs.)			
		Batch 1	Batch 2	Batch 3	Batch 4	Batch 1	Batch 2	Batch 3	Batch 4
A									
B									
C									

1.g Office Hours (Faculty will be available in office in this duration for solving students' query)

Division	Day	Time (at least 1 Hr. / Division)	Venue (Office Room No.)
A	WEDNESDAY	1:15 -2:15	ZOOM LINK WILL BE SHARED WITH STUDENTS
B			
C			

2.a Syllabus: Module Wise Teaching Hours and % Weightage in University Question Paper

Module No.	Module Title and Brief Details	Teaching Hrs. for each module	% Weightage in University Question Papers
1	Introduction to organizational Behavior	12.5	25
2	Group Dynamics	12.5	25
3	Organisational Culture and Change management	12.5	25
4	Organisational development	12.5	25
* Insert rows for more modules in the Course		Total	50
			100

2.b Prerequisite Courses

No.	Semester	Name of the Course	Topic/s
1		OC	
2			
3			

2.c Relevance to Future Courses

No.	Semester	Name of the Course
1	1	PGDM IN MARKETING AND HR
2	1 & 2	MBA IN MARKETING

2.d Real Life Application Mapping – Mention Application from Very Common Day to Day Life

No.	Real Life Application Mapping with the Course
1	MARKETING EXECUTIVE
2	MARKETING MANAGER

3. Past Results – Division-Wise and Topic-Wise Result Based Analysis

Details	Target MARCH 2020	March 201	March 2018	Mar 2015-2016	Mar 2014-2015
Course Passing % – Average of A Divisions	100	96.26%	98.18%		
Marks Obtained by Course Topper (mark/100)					

Division A		
Year	Initials of Teacher	% Result
Dec 2019	RA	96.26%
Dec 2018	MT	98.18%
Dec 2017		

Topics which affect results negatively	Module Number	Recommendations to overcome these issues & improve result in future
		NIL

4 All the Learning Resources – Books and E-Resources

4.a List of Text Books (T – Symbol for Text Books) to be Referred by Students

Sr. No	Text Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Organizational Behaviour		SETH		1-4
2	Organizational Behaviour		VIPUL		1-4

4.b List of Reference Books (R – Symbol for Reference Books) to be Referred by Students

Sr. No	Reference Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Organizational Behaviour	Stephen P. Robbins			
2	Organizational Behaviour	archana and tyagi			
3	Organizational Behaviour	kinikki angela			

4.c List of E - Books (E – Symbol for E-Books) to be Referred by Students

Sr. No	E- Book Titles	Author/s	Publisher	Edition	Module Nos.
1	-				

4.d Web Links and Names of Magazines, Journals, E-journals – [VIT is member of IIT Bombay Library]

Refer online journals subscribed in VIT library. You can also access IIT Bombay online library for journals from IITB campus.

Sr. No.	Web-Links and Names of Journals and E-Journals Recommended to Students for this Course	Web-Links and Names of Magazines Recommended to Students for this Course	Module Nos.
1	www.mindtools.com		2
2	www.psychologytoday.com		1

4.e Module Best Available in - Tick the best resource [from 4.a to 4.d in this AAP] & give details

Module No.	Category (Please Tick Mark) - √						Available In VSIT Library?		Details of the Resource (i.e. Name, Chapter & Page No., etc.)
	Book			Magazine	Journals		Y	N	
	Text	Reference	E-Book		Regular	E-Journal			
1	✓	✓					✓		Module 1-4
2									
3									
4									
5									

4.f Web Links for Online Notes/YouTube/VSIT Digital Content/VIT Lecture Capture/NPTEL Videos

Students can view lectures by VSIT professors, captured through LMS 'Lecture Capture' in VIT campus for previous years.

No.	Websites / Links	Module Nos.
1	www.slideshare.net	1-4
2	www.NPTEL.co.in	1-4

4.g Recommended MOOC Courses like Coursera / NPTEL / MIT-OCW / edX etc.

Sr. No.	MOOC Course Link	Course conducted by – Person / University / Institute / Industry	Course Duration	Certificate (Y / N)
	-			

4.h Recommended Value Added Courses (VAC)

Sr. No.	Name of the Value Added Course	Conducted by – Person / Institute / Industry	Course Duration	Certificate (Y / N)
1	DIPLOMA IN HR MARKETING	WELINIGKAR INSTITUE	6 MONTHS	Y

4.i Study Material Distributed among Students

Tick if distributed among students					
GQ	Notes	Digital Content	PPT	EQ (updated till the Last Exam)	Other (Write Details)
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	

5. Consolidated Course Lesson Plan

	From (date/month/year)	To (date/month/year)	Total Number of Weeks
Semester Duration	18/11/2019		15

Week	Lecture no.	Module No.	Lecture Topics / IA 1 and IA 2 / BSA planned to be covered	Actual date of Completion	COs	Recommended Prior Viewing / Reading	
						Lecture No. (on LMS)	Chapter No. / Page Nos./ Books/ Web Site
	1	1	Syllabus Discussion				
	2		Meaning & introduction				
	3		Scope of OB				
	4		THEORIES of motivation - Maslow				
	5		Herzberg				
	6		McGregor theory – Theory X & Y				
	7		William Ouchis Theory Z				
	8		Victor Vroom				
	9		ERG Theory				

	10		Application of theory – Maslow				
	11		Application of theory – Herzberg				
	12		Application of theory – McGregor				
	13		Application of theory – Z theory				
	14		Application of theory – Victor Vroom				
	15		Individual Behavior – IQ ,EQ,SQ				
	16	2	Meaning & Definition of Group				
	17		Team Building				
	18		Different types of Team				
	19		Team Development - Skills for team Building				
	20		Characteristics of Mature Team				
	21		Goal Setting				
	22		Soft skills				
	23	3	Leadership & type				
	24		Interpersonal Skills				
	25		Multicultural Sills				
	26		Johari Window				
	27		Work Culture				

	28		Characteristics of Organizational Cultural				
	29		Types ,Functions Of organizational Culture				
	30	4	Organizational Conflict				
	31		Sources/Effects Of Conflict				
	32		Negotiation				
	33		Stress Management				
	34		Symptoms of stress & coping with Stress				
	35		Time Management				
	36		Organizational change and Resistance to Change				
	37		Organizational Development Meaning				
	38		Need, Advantages, Process Characteristics of OD				
	39		Major OD Intervention Strategies				
	40		Benefits/ Limitation &TQM				

7. Assignments / Tutorials Details (must attach print out of all questions together with AAP)

Assignment No.	Title of the Assignments / Tutorials	CO Map	Assignments given to Students on	Date of Submission
1	McGregor theory – Theory X & Y	1		
2	Different types of Team	2		
3	Types of Organizational Culture	3		
4	Organizational Development	4		

Analysis of Assignment / Tutorial Questions and Related Resources

Assignment No.	Week No.	Type* (√)			Module No.	Based on #			Question Type (√)	
		R	UQ	OBT		Text Book	Reference Book	Other Learning Resource	MU EQ	Thought Provoking
1						✓				
2						✓				
3						✓				
4						✓				

* Tick (√) the Type of the Assignment: Regular (R); Unannounced Quiz (UQ) ; Open Book Test for TY/SY/MASTERS (OBT)

Write number for Text book, reference book, other learning resource from this AAP – from Points 4.a to 4.d

8. Internal Assessment / Other Class Test / Open Book Test (OBT)/Take Home Test (THT) Details

Tests	Test Dates	Module No.	CO Map	IA Question Paper Pattern	Policy
1 st IA Test				Q1 – MCQ - 10 Marks Q2 – 1 numerical 5 Marks Q3 – 1 numerical 5 Marks 20 marks each for IA 1 & 2	No IA Re-test
2nd IA Test					IA is a Head of passing *
Pop Quiz					
Open Book Test					
Take Home Test					

Class tests / prelims					
Class tests / prelims					
Any other test/exams					

*** IA failures will have to appear for re-test in next semester**

9.a Practical Activities – Regular Experiments

Practical No.	Module No.	Title of the Regular Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1					
2					
3					
4					
5					
6					
7					
8					
9					
10					

9.b Practical Activities – Newly Added Experiments

Practical No.	Module No.	Title of the Newly Added Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1					
2					

9.c Practical Activities – PBL Experiments

Practical No.	Module No.	Title of the PBL Experiments	Concepts to be highlighted	CO Map	Audit / Quality (0 to 4)
1		-			
2					

10. Beyond Syllabus Activities for Gap Mitigation

No.	Type of the Activity	Activities	Details – no of attendees, guest, feedback, mark sheet, report
1	Interaction with Outside World	Guest Lecture / Workshops	
2		Industrial Visit	
3	Test and Assessments	Class Tests – (other than IA)	
4		Mini Projects	
5		Pop Quiz	
6		Mobile App Based Quiz	
7		Open Book Test	
8		Take Home Test	✓
9	Collaborative and Group Activity	Poster Presentation	
10		Minute Papers	
11		Students Seminar	
12		Students Debates	✓
13		Panel Discussion / Mock GD	✓
14		Mock Interview	
15	Co-curricular Courses	MOOC-NPTEL/Coursera Videos	
16		Value Added Courses	
17		Lecture Capture Usage	

*** Do not delete any activity. Give details for planned events. Write 'NA' for activity Not Planned.**

Consolidated Academic Administration Plan Prepared by (mention all theory teaching faculty names with signature)

Ranjit Singh Anand

Faculty 1 Name (Sign.)

Faculty 2 Name (Sign.)

Faculty 3 Name (Sign.)

External Industry Mentor (Sign.)

External Academic Mentor (Sign.)

VSIT Cluster Mentor Name (Sign.)

Head of Dept. (Sign.)

The academic resources available in VSIT –

VMIS (ERP)	V-Refer and V-Live	VSIT Library	VAC & MOOC Courses
Institute & Department Vision and Mission	Former IA question papers and solutions (prepared by faculty)	Former IA question papers solutions - hardcopy	Value Added Courses (VAC) are conducted throughout the semester & in the semester break - Enrol for the VACs
Program Educational Objectives (PEO)	MU end semester examination question papers and solutions (prepared by faculty)	MU end semester exam question paper & solutions - by faculty, hardcopy	
Program Specific Outcome (PSO)	Class notes and Digital Content for the subject (scanned / typed by faculty)	All text books, reference books, e -books mentioned in the syllabus & AAP	Online courses from NPTEL, Coursera etc. are pursued throughout the semester - Register for the course & get certified
Program Outcome (PO)	Comprehensive question bank, EQ, GQ, PPT, Class Test papers	Technical journals and magazines for reference	
Departmental Knowledge Map	Academic Administration Plan & Beyond Syllabus Activity report	VSIT library is member of IIT Bombay Library	Watch former lectures captured in LMS at VSIT

1.a Course Objectives (write in detail – follow NBA guideline in this regard)

Cognitive	What do you want students to know?	To give an adequate exposure to operational environment in the field of Banking & Insurance.
Affective	What do you want students to think / care about?	To prepare students to explore opportunities. being newly created. In the field of Banking and Insurance due to Globalization, Privatization and Liberalization.
Behavioural	What do you want students to be able to do?	To inculcate training and practical approach among the students by using modern technologies in the field of Banking and Insurance.

1.b Course Outcome (CO) Statements and Module-Wise Mapping (follow NBA guideline)

CO No.	Statements	Related Module/s
CO1	To understand the Functions of Banking	Unit 1 & 2
CO2	To understand Banking Scenario in India.	Unit 2
CO3	To identify Kinds of business risks	Unit 3
CO4	To be able to learn about Growth of Insurance Business	Unit 4

1.c Mapping of COs with POs (mark S: Strong, M: Moderate, W: Weak, Dash '-': not mapped)

	PO 1	PO 2	PO 3	PO 4	PO 5	PO 6	PO 7	PO 8	PO 9	PO 10	PO 11	PO 12
CO 1												
CO 2												
CO 3												

CO 4												
CO 5												

1.d Mapping of COs with PSOs (mark S: Strong, M: Moderate, W: Weak, Dash '--':not mapped)

	PSO 1	PSO 2	PSO 3	PSO 4
CO 1				
CO 2				
CO 3				
CO 4				
CO 5				

1.e Teaching and Examination Scheme (As specified by the University) for the Course

Categories	Mathematics	Computing / IT / Electronics	Humanities & Soft Skill	Social Sciences	Commerce	Management	Multidisciplinary
Tick suitable category					✓		

Subject Code	Subject Name	Teaching Scheme			Credits Assigned			
		Theory	Practical	Tutorial	Theory	TW/Practical	Tutorial	Total
USIT 1.1	PPBI	75	--	--	3	-	--	3

Subject Code	Subject Name	Examination Scheme							
		Theory Marks IA Test			End Sem. Exam Marks	TW	Practical	Oral	Total
		IA 1	IA 2	Sum of IA1 and IA2					
USIT 1.1	PPBI	20	05	25	75	--	--	--	75

1.f Faculty-Wise Distribution of all Lecture-Practical-Tutorial Hours for the Course

Divisions	Lecture (Hrs.)	Practical (Hrs.)				Tutorial (Hrs.)			
		Batch 1	Batch 2	Batch 3	Batch 4	Batch 1	Batch 2	Batch 3	Batch 4
A	3	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.

1.g Office Hours (Faculty will be available in office in this duration for solving students' query)

Division	Day	Time (at least 1 Hr. / Division)	Venue (Office Room No.)

2.a Syllabus: Module Wise Teaching Hours and % Weightage in University Question Paper

Module No.	Module Title and Brief Details	Teaching Hrs. for each module	% Weightage in University Question Papers
1	Introduction to Banking	10	25%
2	Banking Scenario in India	10	25%
3	Introduction to Insurance	10	25%
4	Insurance Business Environment in India	10	25%
* Insert rows for more modules in the Course		Total	40
			100

2.b Prerequisite Courses

No.	Semester	Name of the Course	Topic/s
1	1	EMFS	ALL

2.c Relevance to Future Courses

No.	Semester	Name of the Course
1	ALL	MBA
2	ALL	BANKING COURSES

2.d Real Life Application Mapping – Mention Application from Very Common Day to Day Life

No.	Real Life Application Mapping with the Course
1	Understanding about Banking System in India
2	Be able to open a bank Account

3. Past Results – Division-Wise and Topic-Wise Result Based Analysis

Details	Target - March 2020	Target - March 2019	Target - March 2018	Target - March 2017
Course Passing % – Average of 3 Divisions	100%	100%	.37%100 %	98%

Marks Obtained by Course Topper (mark/100)	95	91	89	90
---	----	----	----	----

	Division A		Division B		Division C	
Year	Initials of Teacher	% Result	Initials of Teacher	% Result	Initials of Teacher	% Result
March 2020	VISITING FACULTY	100%	DSP		AA	
March 2019	VISITING FACULTY	95.5%	NA		NA	
March 2018	VISITING FACULTY	94.83%	NA			

Topics which affect results negatively	Module Number	Recommendations to overcome these issues & improve result in future
RISK MANAGEMENT	3	In-depth Explanation with Examples

4 All the Learning Resources – Books and E-Resources

4.a List of Text Books (T – Symbol for Text Books) to be Referred by Students

Sr. No	Text Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Indian Financial System	M.Y. Khan,	Tata Mcgrow Hill.		All
2	Financial Institutions in Indian Markets	L. M. Bhole	Tata Mcgrow Hill.		All
3	Life Insurance Corporation of India Vol.1. II & III	Mishra M.N			Unit 3
4	Insurance Regulatory Development Act, 1999.				Unit 4
5	Banking In India.	S.G. Panandikar			Unit 1 & Unit 2
6					

4.b List of Reference Books (R – Symbol for Reference Books) to be Referred by Students

Sr. No	Reference Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Basics of Banking and Finance,	Bhattacharya, k.m	Himalaya Publishing House		ALL
2	Banking Theory Law and Practices,	Gordan and Natrajan	Himalaya Publishing House		ALL
3	Insurance Principles and Practices	M.N.Mishra	S.Chand & Company Ltd.		ALL

4					
---	--	--	--	--	--

4.c List of E - Books (E – Symbol for E-Books) to be Referred by Students

Sr. No	E- Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Banking and Insurance	Mohapatra Shakti .R.Acharya Debidutta			
2	Indian Journal of Finance				
3					
4					

4.d Web Links and Names of Magazines, Journals, E-journals – [VIT is member of IIT Bombay Library]

Refer online journals subscribed in VIT library. You can also access IIT Bombay online library for journals from IITB campus.

Sr. No.	Web-Links and Names of Journals and E-Journals Recommended to Students for this Course	Web-Links and Names of Magazines Recommended to Students for this Course	Module Nos.
1	Finance India – Accounting and Finance	Indian Journal of Finance	1-4
2	International Journal of Risk Management		1-4
3			

4.e Module Best Available in - Tick the best resource [from 4.a to 4.d in this AAP] & give details

Module No.	Category (Please Tick Mark) - √						Available In VSIT Library?		Details of the Resource (i.e. Name, Chapter & Page No., etc.)
	Book			Magazine	Journals		Y	N	
	Text	Reference	E-Book		Regular	E-Journal			
1		✓					✓		Banking Theory Law and Practices, ALL
2									
3									
4									
5									

4.f Web Links for Online Notes/YouTube/VSIT Digital Content/VIT Lecture Capture/NPTEL Videos

Students can view lectures by VSIT professors, captured through LMS 'Lecture Capture' in VIT campus for previous years.

No.	Websites / Links	Module Nos.
1	Online Notes and PPTs	(1-4)
2	VSIT live	

3	https://youtu.be/h3sVntCB-08	1-2
4	https://youtu.be/WSww0hzSCb4	3

4.g Recommended MOOC Courses like Coursera / NPTEL / MIT-OCW / edX etc.

Sr. No.	MOOC Course Link	Course conducted by – Person / University / Institute / Industry	Course Duration	Certificate (Y / N)
1	FOR RISK AMNAGEMENT- http://www.edx.org/course/risk-management-professional-certificate-new -york-institute -r-mpc1-6x-0	HARVARD UNIVERSITY AND MIT	SELF PACED	Y
2.	INSURANCE COURSES https://www.insuranceinstituteofindia.com/web/guest/certificate-course	INSURANCE INSTITUTE OF INDIA	SELF PACED	Y

4.h Recommended Value Added Courses (VAC)

Sr. No.	Name of the Value Added Course	Conducted by – Person / Institute / Industry	Course Duration	Certificate (Y / N)
1	https://courses.corporatefinanceinstitute.com/bundles/full-access-bundle-finance-courses-and-certificates	CORPORATE FINANCE INSTITUTE	02 HOURS	Y

4.i Study Material Distributed among Students

Tick if distributed among students					
GQ	Notes	Digital Content	PPT	EQ (updated till the Last Exam)	Other (Write Details)
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/> <input type="checkbox"/>	<input checked="" type="checkbox"/> <input type="checkbox"/>	

5. Consolidated Course Lesson Plan

	From (date/month/year)	To (date/month/year)	Total Number of Weeks
Semester Duration	11/01/2021	31/03/2021	

Week	Lecture no.	Module No.	Lecture Topics / IA 1 and IA 2 / BSA planned to be covered	Actual date of Completion	COs	Recommended Prior Viewing / Reading	
						Lecture No. (on	Chapter No. / Page Nos./

						LMS)	Books/ Web Site
1	1	1	Meaning and Definition of Banking, Basic Concepts of Banking				
	2	1	Characteristics of Bank and Significance of Banking Business				
	3	1	Features of Bank and Scope Significance				
	4	1	Types of Banking: Reserve Bank of India				
	5	1	Commercial Banks and Co-operative Banks				
2	6	1	Regional Rural Banks and Development Banks				
	7	1	Investment Banks				
	8	1	Need for Regulation and Supervision of Banks				
	9	1	Revision				
	10	2	Banking Operations and Types of Accounts				
	11	2	Banking Services and Products				
	12	2	Current Scenario and Financial Inclusion				
	13	2	Banking Regulation Act 1949 – Definition				
	14	2	Minimum Paid up Capital and Reserves and Licensing of Banking Companies				
	15	2	Maintenance of Liquid Assets and Inspection of Banks				
	16	2	Restrictions on Advances and Management of Banking Companies				
	17	2	Scheduled Banks and Controller of Credit				

18	2	Chapter III – Section 45 – Credit Information				
19	2	Non-Banking Finance Companies				
20	2	Revision				
21	3	Meaning and Definition of Risk, Risk v/s Uncertainty, Degree of Risk				
22	3	Classification of Risk and Burden of Risk, Risk Identification				
23	3	Methods of handling risk, Risk Management and its features				
24	3	Importance of Risk Management and its role, tools of Risk Management				
25	3	Risk Management Process and Risk Management in Life Insurance				
26	3	Meaning and Definition of Insurance, Nature and its need				
27	3	Functions of Insurance, Uses, Evolution and Scope of Insurance				
28	3	Principles of Insurance and Classification of Insurance: Life Insurance Policies				
29	3	Kinds of Marine Insurance and Types of Fire Insurance Policies				
30	3	Risk and Return Relationship, Innovations in Insurance policies and Various Social Security Insurance Scheme				
31	4	Insurance Sector: Indian Perspective, Forms of Insurance Organization				
32	4	Insurance Players in India, Reforms in the Insurance Industry				
33	4	Growth of Insurance Business in India and Role of Insurance in the economic system				
34	4	Actuary: Meaning, Definition, Role Appointment, duties and Obligation of actuary				

	35	4	Claim Settlement Procedure – Life Insurance Policy, Fire Insurance Claims and Marine Insurance Claims				
	36	4	Insurance Act 1938, Life Insurance Act -1956 – Aims, Objectives, Functions				
	37	4	Marine Insurance Act 1963, General Insurance Business (Nationalization) Act 1972 - Functions				
	38	4	IRDA Act – 1999 – Introduction, Constitution, Objectives, Duties and Powers, Role of IRDA				
	39	4	Ombudsman				
	40	4	Revision				

6. Rubric for Grading and Marking of Term Work (inform students at the beginning of semester)

Lecture + Practical (% Attendance) & Marks	Assignments	Tutorial	Lab / Practical Performance	Lab Journal Assessment	Class Tests (Other than IA)	Class participation	Other (2) specify	Total
						05		05

7. Assignments / Tutorials Details (must attach print out of all questions together with AAP)

Assignment No.	Title of the Assignments / Tutorials	CO Map	Assignments given to Students on	Date of Submission
1	Different types of Banking products for retail customers		25 th Jan	30 th Jan

2	Types of Insurance Policy		8 th Feb	15 th Feb

Analysis of Assignment / Tutorial Questions and Related Resources

	Week No.	Type* (√)			Module No.	Based on #			Question Type (√)	
		R	UQ	OBT		Text Book	Reference Book	Other Learning Resource	MU EQ	Thought Provoking
1	4	Yes			1		Yes			Yes
2	11	Yes			4		Yes			Yes
3										
4										
5										

* Tick (√) the Type of the Assignment: Regular (R); Unannounced Quiz (UQ) ; Open Book Test for TY/SY/MASTERS (OBT)

Write number for Text book, reference book, other learning resource from this AAP – from Points 4.a to 4.d

8. Internal Assessment / Other Class Test / Open Book Test (OBT)/Take Home Test (THT) Details

Tests	Test Dates	Module No.	CO Map	IA Question Paper Pattern	Policy
1 st IA Test				Q1 – MCQ - 10 Marks Q2 – 1 numerical 5 Marks Q3 – 1 numerical 5 Marks 20 marks each for IA 1 & 2	No IA Re-test
2nd IA Test					IA is a Head of passing *
Pop Quiz	Jan	Yes			
Open Book Test	Feb	Yes			
Take Home Test	Mar	Yes			
Class tests / prelims					
Class tests / prelims					

Any other test/exams					
----------------------	--	--	--	--	--

* IA failures will have to appear for re-test in next semester

9.a Practical Activities – Regular Experiments

Practical No.	Module No.	Title of the Regular Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1					
2					
3					
4					
5					

9.b Practical Activities – Newly Added Experiments

Practical No.	Module No.	Title of the Newly Added Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1					
2					

9.c Practical Activities – PBL Experiments

Practical No.	Module No.	Title of the PBL Experiments	Concepts to be highlighted	CO Map	Audit / Quality (0 to 4)
1					
2					

10. Beyond Syllabus Activities for Gap Mitigation

No.	Type of the Activity	Activities	Details – no of attendees, guest, feedback, mark sheet, report
1	Interaction with Outside World	Guest Lecture / Workshops	
2		Industrial Visit	

3	Test and Assessments	Class Tests – (other than IA)	
4		Mini Projects	
5		Pop Quiz	YES
6		Mobile App Based Quiz	
7		Open Book Test	
8		Take Home Test	YES
9	Collaborative and Group Activity	Poster Presentation	
10		Minute Papers	
11		Students Seminar	
12		Students Debates	
13		Panel Discussion / Mock GD	Yes
14		Mock Interview	
15	Co-curricular Courses	MOOC-NPTEL/Coursera Videos	Yes
16		Value Added Courses	
17		Lecture Capture Usage	

*** Do not delete any activity. Give details for planned events. Write 'NA' for activity Not Planned.**

Consolidated Academic Administration Plan Prepared by (mention all theory teaching faculty names with signature)

Pooja Jogu

Faculty 1 Name (Sign.)

Faculty 2 Name (Sign.)

Faculty 3 Name (Sign.)

External Industry Mentor (Sign.)

External Academic Mentor (Sign.)

VSIT Cluster Mentor Name (Sign.)

Head of Dept. (Sign.)

Version 2020-2021

The academic resources available in VSIT –

VMIS (ERP)	V-Refer and V-Live	VSIT Library	VAC & MOOC Courses
Institute & Department Vision and Mission	Former IA question papers and solutions (prepared by faculty)	Former IA question papers solutions - hardcopy	Value Added Courses (VAC) are conducted throughout the semester & in the semester break - Enrol for the VACs
Program Educational Objectives (PEO)	MU end semester examination question papers and solutions (prepared by faculty)	MU end semester exam question paper & solutions - by faculty, hardcopy	
Program Specific Outcome (PSO)	Class notes and Digital Content for the subject (scanned / typed by faculty)	All text books, reference books, e -books mentioned in the syllabus & AAP	Online courses from NPTEL, Coursera etc. are pursued throughout the semester - Register for the course & get certified
Program Outcome (PO)	Comprehensive question bank, EQ, GQ, PPT, Class Test papers	Technical journals and magazines for reference	
Departmental Knowledge Map	Academic Administration Plan & Beyond Syllabus Activity report	VSIT library is member of IIT Bombay Library	Watch former lectures captured in LMS at VSIT

1.a Course Objectives (write in detail – follow NBA guideline in this regard)

Cognitive	What do you want students to know?	Students should be aware about basics of Mathematics terms such as Ratio, Proportion, Determinant, Matrices
Affective	What do you want students to think / care about?	Students should think/care about types of Hypothesis Testing and Linear Programming Techniques.
Behavioural	What do you want students to be able to do?	Students should learn and apply the Hypothesis Testing in Research Methodology, LPP in Optimum Solution Finding, Statistical Applications in Investment Management

1.b Course Outcome (CO) Statements and Module-Wise Mapping (follow NBA guideline)

CO No.	Statements	Related Module/s
CO 1	To Study and Understand the Concept of Testing of Hypothesis	Unit 1
CO 2	To Study and Understand the Concept of Linear Programming Techniques	Unit 2
CO 3	To Study and Understand the Concept of Matrices & Determinants	Unit 3
CO 4	To Study and Understand the Concept of Ratio, Proportion & Percentage	Unit 4
CO 5	To Study and Understand the Concept of Statistical Applications in Investment Management	Unit 5
CO 6	To Study and Understand the Concept of Economic Indicators	Unit 6

1.c Mapping of COs with POs (mark S: Strong, M: Moderate, W: Weak, Dash '-': not mapped)

	PO 1	PO 2	PO 3	PO 4	PO 5	PO 6	PO 7	PO 8	PO 9	PO 10	PO 11	PO 12
CO 1	S	S	S									
CO 2	S	M	M									
CO 3	M	M	M									

CO 4	M	S	S								
------	---	---	---	--	--	--	--	--	--	--	--

1.d Mapping of COs with PSOs (mark S: Strong, M: Moderate, W: Weak, Dash '-':not mapped)

	PSO 1	PSO 2	PSO 3	PSO 4
CO 1				
CO 2				
CO 3				
CO 4				

1.e Teaching and Examination Scheme (As specified by the University) for the Course

Categories	Mathematics	Computing / IT / Electronics	Humanities & Soft Skill	Social Sciences	Commerce	Management	Multidisciplinary
Tick suitable category	✓						

Subject Code	Subject Name	Teaching Scheme			Credits Assigned			
		Theory	Practical	Tutorial	Theory	TW/Practical	Tutorial	Total
UBBI203	Quantitative Methods II	75			3			3

Subject Code	Subject Name	Examination Scheme							
		Theory Marks IA Test			End Sem. Exam Marks	TW	Practical	Oral	Total
		IA 1	IA 2	Sum of IA1 and IA2					
UBBI203	Quantitative Methods II	20	05	25	75				100

1.f Faculty-Wise Distribution of all Lecture-Practical-Tutorial Hours for the Course

Divisions	Lecture (Hrs.)	Practical (Hrs.)				Tutorial (Hrs.)			
		Batch 1	Batch 2	Batch 3	Batch 4	Batch 1	Batch 2	Batch 3	Batch 4
A	40	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.

1.g Office Hours (Faculty will be available in office in this duration for solving students' query)

Division	Day	Time (at least 1 Hr. / Division)	Venue (Office Room No.)
A	Friday	03:30 p.m. – 04:30 p.m	Library

2.a Syllabus: Module Wise Teaching Hours and % Weightage in University Question Paper

Module No.	Module Title and Brief Details	Teaching Hrs. for each module	% Weightage in University Question Papers
1	Testing of Hypothesis	7	16 %

2	Linear Programming Techniques	7	16 %
3	Matrices & Determinants	7	16 %
4	Ratio, Proportion & Percentage	7	16 %
5	Statistical Applications in Investment Management	8	28 %
6	Economic Indicators	4	8 %
* Insert rows for more modules in the Course		Total	40
			100

2.b Prerequisite Courses

No.	Semester	Name of the Course	Topic/s
1	XI & XII	Mathematics	Ratio & Proportion, LPP, Determinant

2.c Relevance to Future Courses

No.	Semester	Name of the Course
1	III & IV	MMS/MBA

2.d Real Life Application Mapping – Mention Application from Very Common Day to Day Life

No.	Real Life Application Mapping with the Course
1	LPP in Optimum Solution Finding
2	Hypothesis Testing in Research Methodology

3. Past Results – Division-Wise and Topic-Wise Result Based Analysis

Details	Target - April 2021	April 2020	April 2019	April 2018
Course Passing % – Average of 3 Divisions	100 %	100 %		
Marks Obtained by Course Topper (mark/100)	94	90		

Year	Division A		Division B		Division C		Division F	
	Initials of Teacher	% Result	Initials of Teacher	% Result	Initials of Teacher	% Result	Initials of Teacher	% Result
April 2020	Toshib	100%						

Topics which affect results negatively	Module Number	Recommendations to overcome these issues & improve result in future
Simplex Method in Linear Programming	2	More sums for practise

4 All the Learning Resources – Books and E-Resources

4.a List of Text Books (T – Symbol for Text Books) to be Referred by Students

Sr. No	Text Book Titles	Author/s	Publisher	Edition	Module Nos.
1	<i>Mathematics for Economics and Finance</i>	<i>Martin Anthony</i>	<i>Cambridge lowprice editions</i>	2	All
2					

4.b List of Reference Books (R – Symbol for Reference Books) to be Referred by Students

Sr. No	Reference Book Titles	Author/s	Publisher	Edition	Module Nos.
1	<i>Business Mathematics</i>	<i>D.C. Sancheti, V.K. Kapoor</i>	<i>Sultan Chand & Sons Publications</i>	2	All
2	<i>Business Mathematics</i>	<i>J.K. Singh</i>	<i>Himalaya Publishing House</i>	3	All
3					

4.c List of E - Books (E – Symbol for E-Books) to be Referred by Students

Sr. No	E- Book Titles	Author/s	Publisher	Edition	Module Nos.
1	<i>Mathematics of Finance</i>	<i>Peter Zima, Robert Brows</i>	<i>Tata McGrawHill Publishing Company Ltd</i>	3	All
2	<i>Mathematics for Business and Economics</i>	<i>J.D. Gupta, P.K. Gupta, Man Mohan</i>	<i>Tata McGrawHill Publishing Company Ltd</i>	3	All
3	Mathematics for Economics and Business	J. Soper,	Blackwell Publishing, U.S.A	9	All

4.d Web Links and Names of Magazines, Journals, E-journals – [VIT is member of IIT Bombay Library]

Refer online journals subscribed in VIT library. You can also access IIT Bombay online library for journals from IITB campus.

Sr. No.	Web-Links and Names of Journals and E-Journals Recommended to Students for this Course	Web-Links and Names of Magazines Recommended to Students for this Course	Module Nos.
1	www.youtube.com	Journal of Mathematics	All
2	www.britannica.com	Khayyam Journal of Mathematics	All
3	www.khanacademy.com		All

4.e Module Best Available in - Tick the best resource [from 4.a to 4.d in this AAP] & give details

Module No.	Category (Please Tick Mark) - √						Available In VSIT Library?		Details of the Resource (i.e. Name, Chapter & Page No., etc.)
	Book			Magazine	Journals		Y	N	
	Text	Reference	E-Book		Regular	E-Journal			
1	✓	✓	✓	✓	✓	✓			
2	✓	✓	✓	✓	✓	✓			
3	✓	✓	✓	✓	✓	✓			
4	✓	✓	✓	✓	✓	✓			
5	✓	✓	✓	✓	✓	✓			
6	✓	✓	✓	✓	✓	✓			

4.f Web Links for Online Notes/YouTube/VSIT Digital Content/VIT Lecture Capture/NPTEL Videos

Students can view lectures by VSIT professors, captured through LMS 'Lecture Capture' in VIT campus for previous years.

No.	Websites / Links	Module Nos.
1	Digital Content (live.vsit.edu.in)	ALL
2	Online Notes and PPTs	ALL
3		

4.g Recommended MOOC Courses like Coursera / NPTEL / MIT-OCW / edX etc.

Sr. No.	MOOC Course Link	Course conducted by – Person / University / Institute / Industry	Course Duration	Certificate (Y / N)
1	Statistical Methods	W3schools.com		Y

4.h Recommended Value Added Courses (VAC)

Sr. No.	Name of the Value Added Course	Conducted by – Person / Institute / Industry	Course Duration	Certificate (Y / N)
1	Perfect your Mathematical skills	WWW.udemy.com	28 hrs	N

4.i Study Material Distributed among Students

Tick if distributed among students					
GQ	Notes	Digital Content	PPT	EQ (updated till the Last Exam)	Other (Write Details)
√	√	√	√	√	

5. Consolidated Course Lesson Plan

	From (date/month/year)	To (date/month/year)	Total Number of Weeks
Semester Duration	11/01/2021	15/04/2021	

Week	Lecture no.	Module No.	Lecture Topics / IA 1 and IA 2 / BSA planned to be covered	Actual date of Completion	Cos	Recommended Prior Viewing / Reading	
						Lecture No. (on LMS)	Chapter No. / Page Nos./ Books/ Web Site
1	1	3	Introduction to Syllabus and its application in day to day life. Concept of Ratio		CO3		
	2	3	Concept of Matrix & Determinant. Types of Matrices & properties of Determinants & Matrices		CO3		
	3	3	Concept of Addition & Subtraction of Matrices & Sums related to it		CO3		
2	4	3	Concept of Multiplication of Matrices (2 X 2) & Sums related to it		CO3		
	5	3	Concept of Multiplication of Matrices (3 X 3) & Sums related to it		CO3		
	6	3	Inverse of Matrix		CO3		
3	7	3	Adjoint of Matrix		CO3		
	8	3	Application of Matrices & Determinants to Business & Economics		CO3		
	9	4	Sums on concept of Ratio and types of Ratio		CO4		

4	10	4	Concept of Proportion & Types of Proportion		CO4		
	11	4	Sums on Direct & Inverse Proportion		CO4		
	12	4	Concept of Variation and its types		CO4		
5	13	4	Concept of Percentage & Sums based on Percentage		CO4		
	14	4	Sums based on Percentage Increase & Decrease		CO4		
	15	1	Concept of Sampling		CO1		
6	16	1	Concept of Hypothesis Testing		CO1		
	17	1	Small Sample Test		CO1		
	18	1	Large Sample Test		CO1		
7	19	1	Type I & Type II Errors		CO1		
	20	1	One Tail & Two Tail Test		CO1		
	21	1	Decision Criterion and Critical Region		CO1		
8	22	2	Concept of LPP		CO2		
	23	2	Formulation of LPP in Business Application		CO2		
	24	2	Graphical Method of Solving LPP		CO2		
9	25	2	Graphical Method of Solving LPP		CO2		
	26	2	Simplex Method of Solving a LPP		CO2		
	27	2	Simplex Method of Solving a LPP		CO2		

10	28	2	Post Optimality Analysis		CO2		
	29	5	Concept of Expected Return form Shares		CO5		
	30	5	Sums on concept of Expected Return from Shares		CO5		
11	31	5	Concept of Measuring total risk from investigator shares		CO5		
	32	5	Sums on concept of Measuring total risk from investigator shares		CO5		
	33	5	Concept of Partitioning risk into systematic & unsystematic component		CO5		
12	34	5	Sums on concept Partitioning risk into systematic & unsystematic component		CO5		
	35	5	Concept of Measuring risk of Portfolio to draw conclusions regarding share price		CO5		
	36	5	Sums on concept of Measuring risk of Portfolio to draw conclusions regarding share price		CO5		
13	37	6	Concept of GDP & GNP		CO6		
	38	6	Real Growth in GDP price level Inflation Rate		CO6		
	39	6	Concept of Money Supply		CO6		
14	40	6	Index for Agricultural Production Index for Industrial Production		CO6		

6. Rubric for Grading and Marking of Term Work (inform students at the beginning of semester)

Lecture + Practical (% Attendance) & Marks	Assignments	Tutorial	Lab / Practical Performance	Lab Journal Assessment	Class Tests (Other than IA)	Class participation	Other (2) specify	Total
5								5

7. Assignments / Tutorials Details (must attach print out of all questions together with AAP)

Assignment No.	Title of the Assignments / Tutorials	CO Map	Assignments given to Students on	Date of Submission
1	Assignment on concept of Testing of Hypothesis	1		
2	Assignment on concept of Linear Programming Techniques	2		
3	Assignment on concept of Matrices & Determinant	3		
4	Assignment on concept of Ratio, Proportion & Percentage	4		
5	Assignment on concept of Statistical Applications in Investment Management	5		
6	Assignment on concept of Economic Indicators	6		

Analysis of Assignment / Tutorial Questions and Related Resources

Assignment No.	Week No.	Type* (√)			Module No.	Based on #			Question Type (√)	
		R	UQ	OBT		Text Book	Reference Book	Other Learning Resource	MU EQ	Thought Provoking
1		√			1	√	√		√	
2		√			2	√	√		√	
3		√			3	√	√		√	
4		√			4	√	√		√	
5		√			5	√	√		√	
6		√			6	√	√		√	

* Tick (√) the Type of the Assignment: Regular (R); Unannounced Quiz (UQ); Open Book Test for TY/SY/MASTERS (OBT)

Write number for Text book, reference book, other learning resource from this AAP – from Points 4.a to 4.d

8. Internal Assessment / Other Class Test / Open Book Test (OBT)/Take Home Test (THT) Details

Tests	Test Dates	Module No.	CO Map	IA Question Paper Pattern	Policy
1 st IA Test	2 nd Week of Feb	1-2	1-2	Q1 – MCQ - 5 Marks Q2 – Define 5 Marks	No IA Re-test

2nd IA Test				Q3 – Short Notes 10 Marks 20 marks each for IA 1 & 2	IA is a Head of passing *
Pop Quiz					
Open Book Test					
Take Home Test					
Class tests / prelims					
Class tests / prelims					
Any other test/exams					

* IA failures will have to appear for re-test in next semester

9.a **Practical Activities – Regular Experiments**

Practical No.	Module No.	Title of the Regular Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1					
2					
3					
4					
5					

9.b **Practical Activities – Newly Added Experiments**

Practical No.	Module No.	Title of the Newly Added Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1					
2					

9.c **Practical Activities – PBL Experiments**

Practical No.	Module No.	Title of the PBL Experiments	Concepts to be highlighted	CO Map	Audit / Quality (0 to 4)
1	5	Expected Returns from Shares		CO 5	
2	4	GDP Trend on India in Last Decade		CO 6	

10. Beyond Syllabus Activities for Gap Mitigation

No.	Type of the Activity	Activities	Details – no of attendees, guest, feedback, mark sheet, report
1	Interaction with Outside World	Guest Lecture / Workshops	
2		Industrial Visit	
3	Test and Assessments	Class Tests – (other than IA)	Class Test on Ratio Proportion & Percentage
4		Mini Projects	
5		Pop Quiz	Quiz on properties and types of Determinant
6		Mobile App Based Quiz	
7		Open Book Test	
8		Take Home Test	Topic: Sums on concept of LPP
9	Collaborative and Group Activity	Poster Presentation	
10		Minute Papers	Topic: Types of Matrices
11		Students Seminar	
12		Students Debates	
13		Panel Discussion / Mock GD	
14		Mock Interview	
15	Co-curricular Courses	MOOC-NPTEL/Coursera Videos	
16		Value Added Courses	
17		Lecture Capture Usage	

*** Do not delete any activity. Give details for planned events. Write 'NA' for activity Not Planned.**

Consolidated Academic Administration Plan Prepared by (mention all theory teaching faculty names with signature)

Amit Kabra

Faculty 1 Name (Sign.)

External Industry Mentor (Sign.)

External Academic Mentor (Sign.)

VSIT Cluster Mentor Name (Sign.)

Head of Dept. (Sign.)

Version 2020-2021

The academic resources available in VSIT –

VMIS (ERP)	V-Refer and V-Live	VSIT Library	VAC & MOOC Courses
Institute & Department Vision and Mission	Former IA question papers and solutions (prepared by faculty)	Former IA question papers solutions - hardcopy	Value Added Courses (VAC) are conducted throughout the semester & in the semester break - Enrol for the VACs
Program Educational Objectives (PEO)	MU end semester examination question papers and solutions (prepared by faculty)	MU end semester exam question paper & solutions - by faculty, hardcopy	
Program Specific Outcome (PSO)	Class notes and Digital Content for the subject (scanned / typed by faculty)	All text books, reference books, e - books mentioned in the syllabus & AAP	Online courses from NPTEL, Coursera etc. are pursued throughout the semester - Register for the course & get certified
Program Outcome (PO)	Comprehensive question bank, EQ, GQ, PPT, Class Test papers	Technical journals and magazines for reference	
Departmental Knowledge Map	Academic Administration Plan & Beyond Syllabus Activity report	VSIT library is member of IIT Bombay Library	Watch former lectures captured in LMS at VSIT

1.a Course Objectives (write in detail – follow NBA guideline in this regard)

Cognitive	What do you want students to know?	To help media students to acquaint themselves with an influential medium of journalism that holds the key to opinion formation & to create awareness.
Affective	What do you want students to think / care about?	This will enable students to have their own opinion about the news that are present and can speak their heart out.

Behavioural	What do you want students to be able to do?	This will not only be reflected through their words but in their behaviour also.
-------------	---	--

1.b Course Outcome (CO) Statements and Module-Wise Mapping (follow NBA guideline)

CO No.	Statements	Related Module/s
CO1	This unit will equip students with history of Journalism from Guttenberg to new media	Unit 1
CO2	This unit will equip students with news & process of it.	Unit 2
CO3	To help media students to acquaint themselves with an influential medium of journalism that holds the key to opinion formation & to create awareness	Unit 3
CO4	What careers can be perused taking journalism as a subject	Unit 4
CO5	Covering an event	Unit 5

s

1.c Mapping of COs with POs (mark S: Strong, M: Moderate, W: Weak, Dash ‘-’: not mapped)

	PO 1	PO 2	PO 3	PO 4	PO 5	PO 6	PO 7	PO 8	PO 9	PO 10	PO 11	PO 12
CO 1												
CO 2												
CO 3												
CO 4												

CO 5												
---------	--	--	--	--	--	--	--	--	--	--	--	--

1.d Mapping of COs with PSOs (mark S: Strong, M: Moderate, W: Weak, Dash ‘-’:not mapped)

	PSO 1	PSO 2	PSO 3	PSO 4
CO 1				
CO 2				
CO 3				
CO 4				
CO 5				

1.e Teaching and Examination Scheme (As specified by the University) for the Course

Categories	Mathematics	Computing / IT / Electronics	Humanities & Soft Skill	Social Sciences	Commerce	Management	Multidisciplinary
Tick suitable category						✓	

Subject Code	Subject Name	Teaching Scheme			Credits Assigned			
		Theory	Practical	Tutorial	Theory	TW/Practical	Tutorial	Total
	Introduction to Journalism	75			3			3

	Subject Name	Examination Scheme					
		Theory Marks	IA Test		TW	Practical	Oral

Subject Code		IA 1	IA 2	Sum of IA1 and IA2	End Sem. Exam Marks				
	Introduction to Journalism	20	05	25	75				100

1.f Faculty-Wise Distribution of all Lecture-Practical-Tutorial Hours for the Course

Divisions	Lecture (Hrs.)	Practical (Hrs.)				Tutorial (Hrs.)			
		Batch 1	Batch 2	Batch 3	Batch 4	Batch 1	Batch 2	Batch 3	Batch 4
(TYBMM)	50	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.

1.g Office Hours (Faculty will be available in office in this duration for solving students' query)

Division	Day	Time (at least 1 Hr. / Division)	Venue (Office Room No.)
B	Wednesday	11:00am - 12:00noon	Staff room well

2.a Syllabus: Module Wise Teaching Hours and % Weightage in University Question Paper

Module No.	Module Title and Brief Details	Teaching Hrs. for each module	% Weightage in University Question Papers
1	History of Journalism in India	8	20%
2	News and its process	8	20%

3	Principles and format	8	20%
4	Career in journalism	8	20%
5	Covering an event (flip class)	8	20%
* Insert rows for more modules in the Course Total		40	100

2.b Prerequisite Courses

No.	Semester	Name of the Course	Topic/s
1.			
2			
3			

2.c Relevance to Future Courses

No.	Semester	Name of the Course
1.	5	Indian Regional Journalism
2.	5	Journalism & Public opinion
3.		
4.		

2.d Real Life Application Mapping – Mention Application from Very Common Day to Day Life

No.	Real Life Application Mapping with the Course
1	This will help in becoming a Journalist and covering the story on field
2	

3. Past Results – Division-Wise and Topic-Wise Result Based Analysis

Details	Target - Nov 2018	Nov 2017	Nov2016	Mar 2015
Course Passing % – Average of the class	100%	NA		
Marks Obtained by Course Topper (mark/100)	NA	NA		

Year	Division A		Division B		Division C	
	Initials of Teacher	% Result	Initials of Teacher	% Result	Initials of Teacher	% Result
Nov 2017	THE SUBJECT INTRODUCED FOR THE FIRST TIME (FIRST TYBMM CLASS)					
Nov 2016						
Mar 2015						

Topics which affect results negatively	Module Number	Recommendations to overcome these issues & improve result in future
NA	-	-
NA	-	--

4 All the Learning Resources – Books and E-Resources

4.a List of Text Books (T – Symbol for Text Books) to be Referred by Students

Sr. No	Text Book Titles	Author/s	Publisher	Edition	Module Nos.
1					
2					
3					
4					

5					
---	--	--	--	--	--

4.b

List of Reference Books (R – Symbol for Reference Books) to be Referred by Students

Sr. No	Reference Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Writing and Reporting News	Carole Rich; Thomson Wadsworth			
2	Journalism : Principles and Practice	Tony Harcup	Sage Publication	2011 edition	
3	On Indian TV	Nalin Mehta			
4	Behind the by-line' journalist's Handbook, Professional Journalism	M V Kamath			
5.	Introduction to Journalism: Essential Technique	Richard Rudin			
6.	Introduction to Journalism:	Carole Fleming			
7.	Introduction to Journalism	James glen stowal			

4.c

List of E - Books (E – Symbol for E-Books) to be Referred by Students

Sr. No	E- Book Titles	Author/s	Publisher	Edition	Module Nos.
--------	----------------	----------	-----------	---------	-------------

1					
2					

4.d

Web Links and Names of Magazines, Journals, E-journals – [VIT is member of IIT Bombay Library]

Refer online journals subscribed in VIT library. You can also access IIT Bombay online library for journals from IITB campus.

Sr. No.	Web-Links and Names of Journals and E-Journals Recommended to Students for this Course	Web-Links and Names of Magazines Recommended to Students for this Course	Module Nos.
1			
2			

4.e

Module Best Available in - Tick the best resource [from 4.a to 4.d in this AAP] & give details

Module No.	Category (Please Tick Mark) - √						Available In VSIT Library?		Details of the Resource (i.e. Name, Chapter & Page No., etc.)
	Book			Magazine	Journals		Y	N	
	Text	Reference	E-Book		Regular	E-Journal			
1	✓	✓	✓				Y		Unit 1-4
2	✓	✓	✓				Y		Unit 1-4
3	✓	✓	✓				Y		Unit 1-4
4	✓	✓	✓				Y		Unit 1-4

4.f

Web Links for Online Notes/YouTube/VSIT Digital Content/VIT Lecture Capture/NPTEL Videos

Students can view lectures by VSIT professors, captured through LMS ‘Lecture Capture’ in VIT campus for previous years.

No.	Websites / Links	Module Nos.
1	Digital Content (live.vsit.edu.in)	1-4
2		
3		
4		
5		

4.g Recommended MOOC Courses like Coursera / NPTEL / MIT-OCW / edX etc.

Sr. No.	MOOC Course Link	Course conducted by – Person / University / Institute / Industry	Course Duration	Certificate (Y / N)
1				
2				

4.h Recommended Value Added Courses (VAC)

Sr. No.	Name of the Value Added Course	Conducted by – Person / Institute / Industry	Course Duration	Certificate (Y / N)
1				

4.i Study Material Distributed among Students

Tick if distributed among students

GQ	Notes	Digital Content	PPT	EQ (updated till the Last Exam)	Other (Write Details)
✓	✓	✓	✓	✓	

5. Consolidated Course Lesson Plan

	From (date/month/year)	To (date/month/year)	Total Number of Weeks
Semester Duration	14/06/2020	15/11/2020	15

Week	Lecture no.	Module No.	Lecture Topics / IA 1 and IA 2 / BSA planned to be covered	Actual date of Completion	COs	Recommended Prior Viewing / Reading	
						Lecture No. (on LMS)	Chapter No. / Page Nos./ Books/ Web Site
	1	1	Changing face of journalism from Guttenberg to new media				
	2	1	Journalism in India				
	3	1	Earliest publications				
	4	1	The rise of nationalist press ,Post 1947				
	5	1	The emergency 1975 ,Post Emergency				

	6	1	Post liberalization of the economy boom in magazines niche journalism				
	7	1	How technology advancement has helped media				
	8	1	New media with special reference to rise the Citizen Journalism				
	9	2	Definition of the news & The news process from the event to the reader				
	10	2	What makes a good story				
	11	2	Anatomy of a news story				
	12	2	Types of Beats- Crime, Environmental, Entertainment, Educational, Agricultural, Sports etc				
	13	2	Types of Beats- Crime, Environmental, Entertainment, Educational, Agricultural, Sports etc				
	14	2	Types of Beats- Crime, Environmental, Entertainment, Educational, Agricultural, Sports etc				
	15	2	Types of Beats- Crime, Environmental, Entertainment, Educational, Agricultural, Sports etc				
	16	2	Types of Beats- Crime, Environmental, Entertainment, Educational, Agricultural, Sports etc				
	17	3	What makes a great journalist: Objectivity, Accuracy,				
	18	3	Difference between a PR and a journalist				

	19	3	Without fear or favour Balance Proximity				
	20	3	Difference between a PR and a journalist				
	21	3	Criteria for news worthiness				
	22	3	Hard News / Soft News and blend of the two				
	23	3	News Reports				
	24	3	Features Editorials				
	25	4	Reporter				
	26	4	Feature Writer				
	27	4	Mojo,				
	28	4	Real time journalist				
	29	4	investigative journalist				
	30	4	rural journalist				
	31	4	In-depth journalist				
	32	4	lifestyle journalist, Data Journalist				
	33	5	Background research				
	34	5	Background research				

	35	5	Finding a news angle				
	36	5	Finding a news angle				
	37	5	Capturing the right pictures for a photo feature				
	38	5	Capturing the right pictures for a photo feature				
	39	5	Writing Headline				
	40	5	captions and lead				

4

46. Rubric for Grading and Marking of Term Work (inform students at the beginning of semester)

Lecture + Practical (% Attendance) & Marks	Assign-ments	Tutorial	Lab / Practical Performance	Lab Journal Assessment	Class Tests (Other than IA)	Class participation	Other (2) Specify	Total
NA	NA	NA	NA	NA	20	5		5

7. Assignments / Tutorials Details (must attach print out of all questions together with AAP)

Assignment No.	Title of the Assignments / Tutorials	CO Map	Assignments given to Students on	Date of Submission
1	•			
2	•			
3	•			
4	•			

Analysis of Assignment / Tutorial Questions and Related Resources

Assignment No.	Week No.	Type* (√)			Module No.	Based on #			Question Type (√)	
		R	UQ	OBT		Text Book	Reference Book	Other Learning Resource	MU EQ	Thought Provoking
1	3	✓			1		✓		✓	
2	5	✓		✓	2		✓		✓	
3	8	✓			3		✓		✓	
4	11	✓		✓	4		✓		✓	

* Tick (√) the Type of the Assignment: Regular (R); Unannounced Quiz (UQ) ; Open Book Test for TY/SY/MASTERS (OBT)

Write number for Text book, reference book, other learning resource from this AAP – *from Points 4.a to 4.d*

8.

Internal Assessment / Other Class Test / Open Book Test (OBT)/Take Home Test (THT) Details

Tests	Test Dates	Module No.	CO Map	IA Question Paper Pattern	Policy
1 st IA Test	7 or 8 th Week	1 & 2	1 & 2	Q1 – MCQ - 10 Marks Q2 – Questions 5 Marks	No IA Re-test
2 nd IA Test				Q3 – Questions 5 Marks 20 marks each for IA 1 & 2	IA is a Head of passing *
Pop Quiz	5 th week	1-2			
Open Book Test	6 th week	1-2			
Take Home Test	15 th week	1-4			
Class tests / prelims					
Class tests / prelims					
Any other test/exams					

* IA failures will have to appear for re-test in next semester

9.a

Practical Activities – Regular Experiments

Practical No.	Module No.	Title of the Regular Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1					
2					

3					
4					
5					
6					
7					
8					
9					
10					

9.b **Practical Activities – Newly Added Experiments**

Practical No.	Module No.	Title of the Newly Added Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1					
2					

9.c **Practical Activities – PBL Experiments**

Practical No.	Module No.	Title of the PBL Experiments	Concepts to be highlighted	CO Map	Audit / Quality (0 to 4)
1	1-2			1-4	
2	1-2			1-4	
3	3			1-4	

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10. Beyond Syllabus Activities for Gap Mitigation

No.	Type of the Activity	Activities	Details – no of attendees, guest, feedback, mark sheet, report
1	Interaction with Outside World	Guest Lecture / Workshops	May be
2		Industrial Visit	May Be
3	Test and Assessments	Class Tests – (other than IA)	Surprise test
4		Mini Projects	NA
5		Pop Quiz	Yes
6		Mobile App Based Quiz	NA
7		Open Book Test	Yes
8		Take Home Test	Yes
9	Collaborative and Group Activity	Poster Presentation	Yes
10		Minute Papers	NA
11		Students Seminar	NA
12		Students Debates	NA
13		Panel Discussion / Mock GD	yes
14		Mock Interview	NA
15	Co-curricular Courses	MOOC-NPTEL/Coursera Videos	NA
16		Value Added Courses	NA
17		Lecture Capture Usage	NA

*** Do not delete any activity. Give details for planned events. Write ‘NA’ for activity Not Planned.**

Consolidated Academic Administration Plan Prepared by (mention all theory teaching faculty names with signature)

Prof Sidra Usmani

Faculty 1 Name (Sign.)

Faculty 2 Name (Sign.)

Faculty 3 Name (Sign.)

External Industry Mentor (Sign.)
Mentor (Sign.)

External Academic

Anindita Banarjee

Mrs

VSIT Cluster Mentor Name (Sign.)
(Sign.)

Head of Dept.

Version 2020-21

The academic resources available in VSIT –

VMIS (ERP)	V-Refer and V-Live	VSIT Library	VAC & MOOC Courses
Institute & Department Vision and Mission	Former IA question papers and solutions (prepared by faculty)	Former IA question papers solutions - hardcopy	Value Added Courses (VAC) are conducted throughout the semester & in the semester break - Enrol for the VACs
Program Educational Objectives (PEO)	MU end semester examination question papers and solutions (prepared by faculty)	MU end semester exam question paper & solutions - by faculty, hardcopy	
Program Specific Outcome (PSO)	Class notes and Digital Content for the subject (scanned / typed by faculty)	All text books, reference books, e -books mentioned in the syllabus & AAP	Online courses from NPTEL, Coursera etc. are pursued throughout the semester - Register for the course & get certified
Program Outcome (PO)	Comprehensive question bank, EQ, GQ, PPT, Class Test papers	Technical journals and magazines for reference	
Departmental Knowledge Map	Academic Administration Plan & Beyond Syllabus Activity report	VSIT library is member of IIT Bombay Library	Watch former lectures captured in LMS at VSIT

1.a Course Objectives (write in detail – follow NBA guideline in this regard)

Cognitive	What do you want students to know?	To be aware of various social, cultural, economic and political practices and representation of gender.
Affective	What do you want students to think / care about?	To detect the symbolic representation of different cultural groups and social conditioning that governs group behaviour.
Behavioural	What do you want students to be able to do?	To unlearn social reinforcement through a strategic recognition and evaluation of representation in the media and to develop an empathetic view on ideas of gender and culture.

1.b Course Outcome (CO) Statements and Module-Wise Mapping (follow NBA guideline)

CO No.	Statements
CO1	To discuss the significance of culture and the media industry.
CO2	To understand the association between the media, gender and culture in the society.
CO3	To stress on the changing perspectives of media, gender and culture in the globalised era.
CO4	To sensitize the learners to varied cultural practices and depictions of gender and culture, erroneous and otherwise.

1.c Mapping of COs with POs (mark S: Strong, M: Moderate, W: Weak, Dash '-': not mapped)

	PO 1	PO 2	PO 3	PO 4	PO 5	PO 6	PO 7	PO 8	PO 9	PO 10	PO 11	PO 12
CO 1												
CO 2												
CO 3												
CO 4												
CO 5												

1.d Mapping of COs with PSOs (mark S: Strong, M: Moderate, W: Weak, Dash ‘-’:not mapped)

	PSO 1	PSO 2	PSO 3	PSO 4
CO 1				
CO 2				
CO 3				
CO 4				
CO 5				

1.e Teaching and Examination Scheme (As specified by the University) for the Course

Categories	Mathematics	Computing / IT / Electronics	Humanities & Soft Skill	Social Sciences	Commerce	Management	Multidisciplinary
Tick suitable category			√				√

Subject Code	Subject Name	Teaching Scheme			Credits Assigned			
		Theory	Practical	Tutorial	Theory	TW/Practical	Tutorial	Total
BAMMMGC-206	Media, Gender and Culture	75	-	-	3			3

Subject Code	Subject Name	Examination Scheme							
		Theory Marks IA Test			End Sem. Exam Marks	TW	Practical	Oral	Total
		IA 1	Class participation	Sum of IA1 and IA2					
BAMMMGC-206	Media, Gender and Culture	20	05		75				100

1.f Faculty-Wise Distribution of all Lecture-Practical-Tutorial Hours for the Course

Divisions	Lecture (Hrs.)	Practical (Hrs.)				Tutorial (Hrs.)			
		Batch 1	Batch 2	Batch 3	Batch 4	Batch 1	Batch 2	Batch 3	Batch 4
A	3	-	-	-	-	-	-	-	-

1.g Office Hours (Faculty will be available in office in this duration for solving students' query)

Division	Day	Time (at least 1 Hr. / Division)	Venue (Office Room No.)
A	Monday		MS teams

2.a Syllabus: Module Wise Teaching Hours and % Weightage in University Question Paper

Module No.	Module Title and Brief Details	Teaching Hrs. for each module	% Weightage in University Question Papers
I	Evolution, Need, Concepts and Theories	12 lectures x 1 hour	25

II	Construction, Commodification, Import and Recent trends	12 lectures x 1 hour	25
III	Role and Influence of Media Global, Local, Consumer and the Recent Trends	12 lectures x 1 hour	25
IV	Global, Local, Consumer and the Recent Trends	12 lectures x 1 hour	25
* Insert rows for more modules in the Course		Total	48
			100

2.b Prerequisite Courses

No.	Semester	Name of the Course	Topic/s
1	I	Fundamentals of Mass Communication	Impact of Mass Communication

2.c Relevance to Future Courses

No.	Semester	Name of the Course
1		Masters in Mass Communication
2		Masters in Arts

2.d Real Life Application Mapping – Mention Application from Very Common Day to Day Life

No.	Real Life Application Mapping with the Course
1	Journalism and Advertising
2	Creative Writing
3	Counselling
4	Emotional Intelligence

3. Past Results – Division-Wise and Topic-Wise Result Based Analysis

Details	Target – April 2019	April 2018	April 2017	April 2016
Course Passing % – Average of 6 Divisions	100%			
Marks Obtained by Course Topper (mark/100)				

Year	Division A		Division B		Division C		Division D		Division E		Division F	
	Initials of Teacher	% Result	Initials of Teacher	% Result	Initials of Teacher	% Result	Initials of Teacher	% Result	Initials of Teacher	% Result	Initials of Teacher	% Result
2020	LP	100%	-	-	-	-	-	-	-	-	-	-

Topics which affect results negatively	Module Number	Recommendations to overcome these issues & improve result in future

4 All the Learning Resources – Books and E-Resources

4.a List of Text Books (T – Symbol for Text Books) to be Referred by Students

Sr. No	Text Book Titles	Author/s	Publisher	Edition	Module Nos.
1	<i>Media and Cultural Studies</i>	Meenakshi Gigi Durham and Douglas M. Kellner	Blackwell		I and III
2	<i>Cultural Studies - Theory and Practice</i>	Chris Barker	SAGE		II
3	<i>An Introduction to Cultural Studies</i>	Pramod K. Nayar	Viva		I
4	<i>Culture Change in India- Identity And Globalisation</i>	Yogendra Singh	Rawat		IV
5	<i>Indian Media in A Globalised World</i>	Maya Ranganathan and Usha M. Rodrigues	SAGE		IV
6	<i>Media Gender and Popular Culture In India - Tracking Change And Continuity</i>	Sanjukthe-Dasgupta	SAGE		IV

4.b List of Reference Books (R – Symbol for Reference Books) to be Referred by Students

Sr. No	Reference Book Titles	Author/s	Publisher	Edition	Module Nos.
1	<i>Cultural Studies: A Critical Introduction</i>	Simon During	Routledge		I, II and III
2	<i>The Cultural Studies Reader</i>	Simon During	Routledge		I, II and III
3	<i>The Advertising and Consumer Culture Reader</i>	Joseph Tarrow and Matthew P McAllister	Routledge		I, II and III

4.c List of E - Books (E – Symbol for E-Books) to be Referred by Students

Sr. No	E- Book Titles	Author/s	Publisher	Edition	Module Nos.
1	A Study of Culture, Belief, and Social Structure https://www.free-ebooks.net/general-non-fiction/A-Study-of-Culture-Belief-and-Social-Structure	Tahir Iqbal		2008	I, II and III

4.d Web Links and Names of Magazines, Journals, E-journals – [VIT is member of IIT Bombay Library]

Refer online journals subscribed in VIT library. You can also access IIT Bombay online library for journals from IITB campus.

Sr. No.	Web-Links and Names of Journals and E-Journals Recommended to Students for this Course	Web-Links and Names of Magazines Recommended to Students for this Course
1		Feminism in India (e-zine) https://feminisminindia.com/

4.e Module Best Available in - Tick the best resource [from 4.a to 4.d in this AAP] & give details

Module No.	Category (Please Tick Mark) - √						Available In VSIT Library?		Details of the Resource (i.e. Name, Chapter & Page No., etc.)
	Book			Magazine	Journals		Y	N	
	Text	Reference	E-Book		Regular	E-Journal			
1 and 2	✓						✓		<i>An Introduction to Cultural Studies</i>
3 and 4	✓							✓	<i>Media Gender and Popular Culture in India - Tracking Change and Continuity</i>

4.f Web Links for Online Notes/YouTube/VSIT Digital Content/VIT Lecture Capture/NPTEL Videos

Students can view lectures by VSIT professors, captured through LMS 'Lecture Capture' in VIT campus for previous years.

No.	Websites / Links	Module Nos.
1	Digital Content (live.vsit.edu.in)	1-4
2	PPTs	1-4

4.g Recommended MOOC Courses like Coursera / NPTEL / MIT-OCW / edX etc.

Sr. No.	MOOC Course Link	Course conducted by – Person / University / Institute / Industry	Course Duration	Certificate (Y / N)
1	Introduction to Media and Culture - Revised	Saylor Foundation	2 – 3 hours	Y
2	The Rise of Superheroes and Their Impact On Pop Culture	SmithsonianX	6 weeks	Y
3	Media Studies - Gaming, the Internet and Social Media - Revised	Saylor Foundation	2 – 3 hours	Y

4.h Recommended Value Added Courses (VAC)

Sr. No.	Name of the Value Added Course	Conducted by – Person / Institute / Industry	Course Duration	Certificate (Y / N)
1	Certificate Courses in Ancient Indian History, Culture and Archaeology	St. Xavier's College	10 months	Y

4.i Study Material Distributed among Students

Tick if distributed among students					
GQ	Notes	Digital Content	PPT	EQ (updated till the Last Exam)	Other (Write Details)
✓	✓	✓	✓	✓	-

5. Consolidated Course Lesson Plan

	From (date/month/year)	To (date/month/year)	Total Number of Weeks
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Semester Duration	November 18, 2019		16
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Week No.	Lecture no.	Module No.	Lecture Topics / IA 1 and IA 2 / BSA planned to be covered	Actual date of Completion	COs	Recommended Prior Viewing / Reading	
						Lecture No. (on LMS)	Chapter No. / Page Nos./ Books/ Web Site
1	1	1	Evolution, features, need and significance of cultural studies and media				
	2		Evolution, features, need and significance of cultural studies and media				
	3		Acculturation, enculturation				
2	4		Ethnocentrism and Cultural relativism				
	5		Culture shock and its relevance on media				
	6		Stuart Hall: Encoding and Decoding				
3	7		Stuart Hall: Circuit of culture				
	8		John Fiske: culture and industry				
	9		Feminism				
4	10		Post-Feminism				
	11		Technoculture and risk - Ulrich Beck				
	12		Revision				
5	13	2	Construction of culture- social, economic, political, religion and technology				
	14		Construction of culture- social, economic, political, religion and technology				
	15		Construction of culture- social, economic, political, religion and technology				

6	16		Culture, industry and media - commodification				
	17		Representation and articulation				
	18		Popular Culture				
7	19		Cyber Culture				
	20		Ideology				
	21		Power				
8	22		Power				
	23		Culture industry and communication - with reference, to film, TV, social media, advertisements etc Media and its impact on the cultural aspect of the society.				
	24		Memes				
9	25	3	Hegemony				
	26		Hegemony				
	27		Stereotyping				
10	28		Influence of media on gender				
	29		Influence of media on gender				
	30		Role of media in social construction of gender				
11	31		Role of media in social construction of gender				
	32		Hegemonic masculinity				

	33		Gender issues in news media				
12	34		Gender issues in news media				
	35		Gender issues in news media				
	36		Revision				
13	37	4	Media imperialism				
	38		Media imperialism				
	39		Globalisation and Local culture- Issues and Perspectives				
14	40		Threat to regional and local identities				
	41		Impact of global culture				
	42		Consumer culture and media w.r.t globalisation				
15	43		Digital Media culture: Recent trends and challenges				
	44		Global economic and cultural flows				
	45		Homogenization and fragmentation				
16	46		Glocalization, creolization				
	47		Globalization and power				
	48		Revision				

6. Rubric for Grading and Marking of Term Work (inform students at the beginning of semester)

Lecture + Practical (% Attendance)	Assignments	Tutorial	Lab / Practical Performance	Lab Journal Assessment	Class Tests (Other	Class participation	Other (2) Specify	Total
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& Marks					than IA)			
						5		5

7. Assignments / Tutorials Details (must attach print out of all questions together with AAP)

Assignment No.	Title of the Assignments / Tutorials	CO Map	Assignments given to Students on	Date of Submission
1, 2, 3 and 4	Expected Questions (5 questions per unit)	All	Week 2, 5, 9 and 12	Week 3, 6, 10, 13
5	Film review <i>Angry Indian Goddesses/ Soni/ Game Over/ Padmavaat/ Raazi/ Highway/ Pride and Prejudice/ Bend it Like Beckham/ The Pursuit of Happiness/ I am Mother/ Ex-Machina</i>	CO2	Week 5	Week 8
6	Prepare a short film	CO3	Week 1	Week 9

Analysis of Assignment / Tutorial Questions and Related Resources

Assignment No.	Week No.	Type* (√)			Module No.	Based on #			Question Type (√)	
		R	UQ	OBT		Text Book	Reference Book	Other Learning Resource	MU EQ	Thought Provoking
1		<input checked="" type="checkbox"/>			1		<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>	
2		<input checked="" type="checkbox"/>			2		<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>	
3		<input checked="" type="checkbox"/>			3		<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>	
4		<input checked="" type="checkbox"/>			4		<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>	

* Tick (√) the Type of the Assignment: Regular (R); Unannounced Quiz (UQ) ; Open Book Test for TY/SY/MASTERS (OBT)
 # Write number for Text book, reference book, other learning resource from this AAP – from Points 4.a to 4.d

8. Internal Assessment / Other Class Test / Open Book Test (OBT)/Take Home Test (THT) Details

Tests	Test Dates	Module No.	CO Map	IA Question Paper Pattern	Policy
1 st IA Test				Q1 10 Marks Q2 10 Marks 20 marks each for IA 1 & 2	No IA Re-test
2 nd IA Test					IA is a Head of passing *
Pop Quiz					
Open Book Test					
Take Home Test					
Class tests / prelims					
Class tests / prelims					
Any other test/exams					

* IA failures will have to appear for re-test in next semester

9.a Practical Activities – Regular Experiments

Practical No.	Module No.	Title of the Regular Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1		-			

9.b Practical Activities – Newly Added Experiments

Practical No.	Module No.	Title of the Newly Added Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1		-			

9.c Practical Activities – PBL Experiments

Practical No.	Module No.	Title of the PBL Experiments	Concepts to be highlighted	CO Map	Audit / Quality (0 to 4)
1	II and III	Case study on <i>Hallyu</i>	Ideology, soft power and representation	CO 1 and 2	

2	III	Case Study – Mythological depictions of gender and race	Ideology, soft power and representation	CO3	
3	III	Case Study – Food fads	Ideology, soft power and representation	CO3	

10. Beyond Syllabus Activities for Gap Mitigation

No.	Type of the Activity	Activities	Details – no of attendees, guest, feedback, mark sheet, report
1	Interaction with Outside World	Guest Lecture / Workshops	Y
2		Industrial Visit	
3	Test and Assessments	Class Tests – (other than IA)	Y
4		Mini Projects	
5		Pop Quiz	Y
6		Mobile App Based Quiz	
7		Open Book Test	
8		Take Home Test	Y
9	Collaborative and Group Activity	Poster Presentation	
10		Minute Papers	
11		Students Seminar	
12		Students Debates	Y
13		Panel Discussion / Mock GD	Y
14	Mock Interview		
15	Co-curricular Courses	MOOC-NPTEL/Coursera Videos	
16		Value Added Courses	Y
17		Lecture Capture Usage	

*** Do not delete any activity. Give details for planned events. Write 'NA' for activity Not Planned.**

Consolidated Academic Administration Plan Prepared by (mention all theory teaching faculty names with signature) L

Lakshmi Pillai

Faculty 1 Name (Sign.)

Faculty 2 Name (Sign.)

Faculty 3 Name (Sign.)

External Industry Mentor (Sign.)

External Academic Mentor (Sign.)

Anindita Banerji
VSIT Cluster Mentor Name (Sign.)

Anindita Banerji
Head of Dept. (Sign.)

Consolidated Academic Administration Plan for the Course
Content Writing– Sem. I II –
B.A.M.M.C (Commerce & Management)– 2020-2021 – Even Semester
Mr.Ranjit Singh Anand

The academic resources available in VSIT –

VMIS (ERP)	V-Refer and V-Live	VSIT Library	VAC & MOOC Courses
Institute & Department Vision and Mission	Former IA question papers and solutions (prepared by faculty)	Former IA question papers solutions - hardcopy	Value Added Courses (VAC) are conducted throughout the semester & in the semester break - Enrol for the VACs
Program Educational Objectives (PEO)	MU end semester examination question papers and solutions (prepared by faculty)	MU end semester exam question paper & solutions - by faculty, hardcopy	
Program Specific Outcome (PSO)	Class notes and Digital Content for the subject (scanned / typed by faculty)	All text books, reference books, e -books mentioned in the syllabus & AAP	Online courses from NPTEL, Coursera etc. are pursued throughout the semester - Register for the course & get certified
Program Outcome (PO)	Comprehensive question bank, EQ, GQ, PPT, Class Test papers	Technical journals and magazines for reference	
Departmental Knowledge Map	Academic Administration Plan & Beyond Syllabus Activity report	VSIT library is member of IIT Bombay Library	Watch former lectures captured in LMS at VSIT

1.a Course Objectives (write in detail – follow NBA guideline in this regard)

Cognitive	What do you want students to know?	To provide students with tools that would help them communicate effectively.
Affective	What do you want students to think / care about?	Understanding crisp writing as part of Mass Communication
Behavioural	What do you want students to be able to do?	The ability to draw the essence of situations and develop clarity of thought.

1.b Course Outcome (CO) Statements and Module-Wise Mapping (follow NBA guideline)

CO No.	Statements	Related Module/s
CO1	Correct use of grammar	UNIT 1
CO2	Different styles of language use	UNIT 2
CO3	Writing as a tool of media	UNIT3
CO4	Command over language	UNIT 4

1.c Mapping of COs with POs (mark S: Strong, M: Moderate, W: Weak, Dash ‘-’: not mapped)

	PO 1	PO 2	PO 3	PO 4	PO 5	PO 6	PO 7	PO 8	PO 9	PO 10	PO 11	PO 12
CO 1												
CO 2												
CO 3												
CO 4												

CO 5													
------	--	--	--	--	--	--	--	--	--	--	--	--	--

1.d Mapping of COs with PSOs (mark S: Strong, M: Moderate, W: Weak, Dash ‘-’:not mapped)

	PSO 1	PSO 2	PSO 3	PSO 4
CO 1				
CO 2				
CO 3				
CO 4				
CO 5				

1.e Teaching and Examination Scheme (As specified by the University) for the Course

Categories	Mathematics	Computing / IT / Electronics	Humanities & Soft Skill	Social Sciences	Commerce	Management	Multidisciplinary
Tick suitable category							✓

Subject Code	Subject Name	Teaching Scheme			Credits Assigned			
		Theory	Practical	Tutorial	Theory	TW/Practical	Tutorial	Total
BAMMCW-203	Content Writing	75	--	--	3	-	-	3

Subject Code	Subject Name	Examination Scheme							
		Theory Marks IA Test			End Sem. Exam Marks	TW	Practical	Oral	Total
		IA 1	IA 2	SUM of IA1 and IA2					
BAMMCW-203	Content Writing	20	5	25	75	-	-	-	100

1.f Faculty-Wise Distribution of all Lecture-Practical-Tutorial Hours for the Course

Divisions	Lecture (Hrs.)	Practical (Hrs.)				Tutorial (Hrs.)			
		Batch 1	Batch 2	Batch 3	Batch 4	Batch 1	Batch 2	Batch 3	Batch 4
A	3.32	-	-	-	=	-	-	-	-

1.g Office Hours (Faculty will be available in office in this duration for solving students' query)

Division	Day	Time (at least 1 Hr. / Division)	Venue (Office Room No.)
A	Saturday	2:10p.m - 2:40p.m	Zoom Link will be provided in the class

2.a Syllabus : Module Wise Teaching Hours and % Weightage in University Question Paper

Module No.	Module Title and Brief Details	Teaching Hrs. for each module	% Weightage in University Question Papers
1	Introduction	5	
2	Foundation	8.3	
3	Editing Skills	5	
4	Writing Tips and Techniques	3.32	
5	PRESENTATION TOOLS AND TECHNIQUES	3.32	
6	Writing for the Web	5	
7	Other Requirements	5	
8	Writing Styles	5	
* Insert rows for more modules in the Course		Total	48*50/60=39.84
			100

2.b Prerequisite Courses

No.	Semester	Name of the Course	Topic/s
1	NIL	NIL	NIL
2			
3			

2.c Relevance to Future Courses

No.	Semester	Name of the Course
1	1	Masters in mass media
2		
3		

2.d Real Life Application Mapping – Mention Application from Very Common Day to Day Life

No.	Real Life Application Mapping with the Course
1	Script writer
2	Content developer
3	Proof reader

3. Past Results – Division-Wise and Topic-Wise Result Based Analysis

Details	Target – March 2019	March-2018	March- 2017	March 2016
Course Passing % – Average of 3 Divisions	NEW Subject			
Marks Obtained by Course Topper (mark/100)				

Year	Division A		Division B		Division C	
	Initials of Teacher	% Result	Initials of Teacher	% Result	Initials of Teacher	% Result
	New subject					

Topics which affect results negatively	Module Number	Recommendations to overcome these issues & improve result in future
		Practical examples

4 All the Learning Resources – Books and E-Resources

4.a List of Text Books (T – Symbol for Text Books) to be Referred by Students

Sr. No	Text Book Titles	Author/s	Publisher	Edition	Module Nos.
1	NA(New Subject)				
2					
3					
4					
5					
6					

4.b List of Reference Books (R – Symbol for Reference Books) to be Referred by Students

Sr. No	Reference Book Titles	Author/s	Publisher	Edition	Module Nos.
1	A Handbook of Rhetorical Devices	Robert A Harris	Focal Press	1	

2	Writing for the Mass Media	James Glen Stovall	Wiley-Interscience	2	
3					
4					
5					
6					

4.c List of E - Books (E – Symbol for E-Books) to be Referred by Students

Sr. No	E- Book Titles	Author/s	Publisher	Edition	Module Nos.
1	-				
2					
3					
4					

4.d Web Links and Names of Magazines, Journals, E-journals – [VIT is member of IIT Bombay Library]

Refer online journals subscribed in VIT library. You can also access IIT Bombay online library for journals from IITB campus.

Sr. No.	Web-Links and Names of Journals and E-Journals Recommended to Students for this Course	Web-Links and Names of Magazines Recommended to Students for this Course	Module Nos.
1	https://www.youtube.com/watch?v=1fRdfrC7yz8Nc	Content writing	1 & 2
2	https://www.youtube.com/watch?v=Md4RSjImosdfVg	Types of grammar	1& 5

4.e Module Best Available in - Tick the best resource [from 4.a to 4.d in this AAP] & give details

Module No.	Category (Please Tick Mark) - √						Available In VIT Library?		Details of the Resource (i.e. Name, Chapter & Page No., etc.)
	Book			Maga-zine	Journals		Y	N	
	Text	Reference	E-Book		Regular	E-Journal			
1									
2									
3									
4									

4.f Web Links for Online Notes/YouTube/VIT Digital Content/VIT Lecture Capture/NPTEL Videos

Students can view lectures by VIT professors, captured through LMS 'Lecture Capture' in VIT campus for previous years.

No.	Websites / Links	Module Nos.
1	Digital Content	All
2	PPTs	All

4.g Recommended MOOC Courses like Coursera / NPTEL / MIT-OCW / edX etc.

Sr. No.	MOOC Course Link	Course conducted by – Person / University / Institute / Industry	Course Duration	Certificate (Y / N)
1	https://www.coursera.org/specializations/good-with-words	Michigan State University	57 lectures	Y

4.h Recommended Value Added Courses (VAC)

Sr. No.	Name of the Value Added Course	Conducted by – Person / Institute / Industry	Course Duration	Certificate (Y / N)
1	Write your first novel	Michigan State University	5 Weeks	Y

4.i Study Material Distributed among Students

Tick if distributed among students					
GQ	Notes	Digital Content	PPT	EQ (updated till the Last Exam)	Other (Write Details)
		☐			

5. Consolidated Course Lesson Plan

	From (date/month/year)	From (date/month/year)	Total Number of Weeks
Semester Duration			12(Approx)

Week No	Lecture no.	Module No.	Lecture Topics / IA 1 and IA 2 / BSA planned to be covered	Actual date of Completion	COs	Recommended Prior Viewing / Reading	
						Lecture No. (on LMS)	Chapter No. / Page Nos./ Books/ Web Site
1	1		Introduction to syllabus		-		
	2		With special emphasis on use of punctuations, prepositions, capital letters and lower case		2		
	3		With special emphasis on use of punctuations, prepositions, capital letters and lower case		2		
	4		Meaning, usage of words , acronyms		2		
2	5		Meaning, usage of words , acronyms		2		

	6	Internet Radio and Private FM Channels broadcast on Internet.		4		
	7	Homophones and common errors in English usage.		4		
	8	Homophones and common errors in English usage.		4		
3	9	With emphasis on writing with clarity, logic and structure		4		
	10	Identifying redundant words and phrases and eliminating these.		2 & 3		
	11	Editing redundant words/ phases and replacing wrong words/punctuation/grammatical error		2 & 3		
	12	Editing redundant words/ phases and replacing wrong words/punctuation/grammatical error		2 & 3		
4	13	Editing redundant words/ phases and replacing wrong words/punctuation/grammatical error		4		
	14	Editing redundant words/ phases and replacing wrong words/punctuation/grammatical error		3		
	15	Editing redundant words/ phases and replacing wrong words/punctuation/grammatical error		3		
	16	Editing redundant words/ phases and replacing wrong words/punctuation/grammatical error		3		
5	17	Structuring a story, Creating a flow, editing redundant words/ phases and replacing wrong words/punctuation/grammatical error		1		
	18	Structuring a story, Creating a flow, editing redundant words/ phases and replacing wrong words/punctuation/grammatical error		1		

	19	Structuring a story, Creating a flow, editing redundant words/ phases and replacing wrong words/punctuation/grammatical error	1		
	20	For television news	1		
6	21	Twitter and for other social networks	1		
	22	News briefs, Lifestyle and entertainment snippets	4		
	23	News briefs, Lifestyle and entertainment snippets	4		
	24	News briefs, Lifestyle and entertainment snippets	4		
7	25	Picture stories etc	4		
	26	Picture stories etc	4		
	27	News headlines and feature headlines	4		
	28	News headlines and feature headlines	4		
8	29	News headlines and feature headlines	4		
	30	Trends in regional radio and Television channels.	4		
	31	Use of Power Point tools	4		
	32	Power Point to Pdf	4		
9	33	Colour selection Use of clip art Use of Power Point smart tools Minimalist animation for maximum impact	4		
	34	Colour selection Use of clip art Use of Power Point smart tools Minimalist animation for maximum impact	4		

	35	Content for single slide Uses of phrases		4		
	36	Content for single slide Uses of phrases		4		
10	37	How to select relevant information Locating authentic information How to gather information for domestic and international websites		2		
	38	How to select relevant information Locating authentic information How to gather information for domestic and international websites		2		
	39	How to do a plagiarism check Paraphrasing Citation and referencing style		2		
	40	How to do a plagiarism check Paraphrasing Citation and referencing style		4		
11	41	Importance of content		4		
	42	Writing for print media/ social media like Twitter, etc		4		
	43	Writing for print media/ social media like Twitter, etc		4		
	44	Ad campaigns (creative, witty and attractive)		4		
12	45	Ad campaigns (creative, witty and attractive)		4		
	46	Ad campaigns (creative, witty and attractive)		4		
	47	Difference in writing for print vs digital		4		
	48	Difference in writing for print vs digital		4		
	49	Designing keywords for Search Engine Optimization		4		

6. Rubric for Grading and Marking of Term Work (inform students at the beginning of semester)

Lecture + Practical (% Attendance) & Marks	Assignments	Tutorial	Lab / Practical Performance	Lab Journal Assessment	Class Tests (Other than IA)	CLASS PARTICIPATION	Other (2) specify	Total
						5		5

7. Assignments / Tutorials Details (must attach print out of all questions together with AAP)

Assignment No.	Title of the Assignments / Tutorials	CO Map	Assignments given to Students on	Date of Submission
1	Write a short story	CO2	Week 3	Week 4
2	<i>Content for web homepage</i>	CO3	Week 6	Week 7
3	<i>Design a magazine cover page</i>	CO3	Week 9	Week 10

Analysis of Assignment / Tutorial Questions and Related Resources

Assignment No.	Week No.	Type* (✓)			Module No.	Based on #			Question Type (✓)	
		R	UQ	OBT		Text Book	Reference Book	Other Learning Resource	MU EQ	Thought Provoking
1	3	✓				✓			✓	✓
2										
3										
4										

* Tick (✓) the Type of the Assignment: Regular (R); Unannounced Quiz (UQ) ; Open Book Test for TY/SY/MASTERS (OBT)
 # Write number for Text book, reference book, other learning resource from this AAP – from Points 4.a to 4.d

8. Internal Assessment / Other Class Test / Open Book Test (OBT)/Take Home Test (THT) Details

Tests	Test Dates	Module No.	CO Map	IA Question Paper Pattern	Policy
1 st IA Test	NA			Q1 – MCQ - 10 Marks Q2 – 1 numerical 5 Marks Q3 – 1 numerical 5 Marks 20 marks each for IA 1 & 2	No IA Re-test
2 nd IA Test	NA				IA is a Head of passing *
Pop Quiz	NA				
Open Book Test					
Take Home Test					
Class tests / prelims					
Class tests / prelims					
Any other test/exams					

* IA failures will have to appear for re-test in next semester

9.a Practical Activities – Regular Experiments

Practical No.	Module No.	Title of the Regular Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1					
2					
3					
4					
5					
6					
7					
8					
9					
10					

9.b Practical Activities – Newly Added Experiments

Practical No.	Module No.	Title of the Newly Added Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1					
2					

9.c Practical Activities – PBL Experiments

Practical No.	Module No.	Title of the PBL Experiments	Concepts to be highlighted	CO Map	Audit / Quality (0 to 4)
1		NA			
2					

10. Beyond Syllabus Activities for Gap Mitigation

No.	Type of the Activity	Activities	Details – no of attendees, guest, feedback, mark sheet, report
1	Interaction with Outside World	Guest Lecture / Workshops	Maybe
2		Industrial Visit	
3	Test and Assessments	Class Tests – (other than IA)	Yes
4		Mini Projects	Yes
5		Pop Quiz	
6		Mobile App Based Quiz	
7		Open Book Test	
8		Take Home Test	
9	Collaborative and Group Activity	Poster Presentation	
10		Minute Papers	
11		Students Seminar	
12		Students Debates	Yes
13		Panel Discussion / Mock GD	
14		Mock Interview	
15	Co-curricular	MOOC-NPTEL/Coursera Videos	

16	Courses	Value Added Courses	
17		Lecture Capture Usage	

*** Do not delete any activity. Give details for planned events. Write 'NA' for activity Not Planned.**

Consolidated Academic Administration Plan Prepared by (mention all theory teaching faculty names with signature)

Ranjit Singh Anand

Faculty 1 Name (Sign.)

Faculty 2 Name (Sign.)

Faculty 3 Name (Sign.)

External Industry Mentor (Sign.)

External Academic Mentor (Sign.)

VSIT Cluster Mentor Name (Sign.)

Head of Dept. (Sign.)

Version 2020-21

The academic resources available in VSIT –

VMIS (ERP)	V-Refer and V-Live	VSIT Library	VAC & MOOC Courses
Institute & Department Vision and Mission	Former IA question papers and solutions (prepared by faculty)	Former IA question papers solutions - hardcopy	Value Added Courses (VAC) are conducted throughout the semester & in the semester break - Enrol for the VACs
Program Educational Objectives (PEO)	MU end semester examination question papers and solutions (prepared by faculty)	MU end semester exam question paper & solutions - by faculty, hardcopy	
Program Specific Outcome (PSO)	Class notes and Digital Content for the subject (scanned / typed by faculty)	All text books, reference books, e -books mentioned in the syllabus & AAP	Online courses from NPTEL, Coursera etc. are pursued throughout the semester - Register for the course & get certified
Program Outcome (PO)	Comprehensive question bank, EQ, GQ, PPT, Class Test papers	Technical journals and magazines for reference	
Departmental Knowledge Map	Academic Administration Plan & Beyond Syllabus Activity report	VSIT library is member of IIT Bombay Library	Watch former lectures captured in LMS at VSIT

1.a Course Objectives (write in detail – follow NBA guideline in this regard)

Cognitive	What do you want students to know?	To gain knowledge about various social, economic and political issues that affect human lives daily.
Affective	What do you want students to think / care about?	To develop an understanding of fundamental human rights and economy, cultivate a sense of responsibility with regard to the environment, weaker sections of society and to also learn to manage stress and conflict
Behavioural	What do you want students to be able to do?	To develop themselves to be better-informed about their rights and role in society.

1.b Course Outcome (CO) Statements and Module-Wise Mapping (follow NBA guideline)

CO No.	Statements	Related Module/s
CO1	Understand the concepts of liberalization, privatization and globalization and its effect on shaping Indian economy.	Unit 1
CO2	Comprehend the growth of information technology and communication and its impact on everyday life	Unit 1
CO3	Develop a brief understanding about issues related to constitutional rights and an insight into the fundamental rights with respect to social, economic and political rights	Unit 2
CO4	Recognizing the importance of environment and allied problems.	Unit 3
CO5	Identify the causes of stress and conflict and understand the problem of aggression and prejudice in society.	Unit 4
CO6	Develop effective methods to cope and manage individual stress and resolve conflicts.	Unit 5

1.c Mapping of COs with POs (mark S: Strong, M: Moderate, W: Weak, Dash '-': not mapped)

	PO 1	PO 2	PO 3	PO 4	PO 5	PO 6	PO 7	PO 8	PO 9	PO 10	PO 11	PO 12
CO 1												
CO 2												

CO 3												
CO 4												
CO 5												

1.d Mapping of COs with PSOs (mark S: Strong, M: Moderate, W: Weak, Dash '-':not mapped)

	PSO 1	PSO 2	PSO 3	PSO 4
CO 1				
CO 2				
CO 3				
CO 4				
CO 5				

1.e Teaching and Examination Scheme (As specified by the University) for the Course

Categories	Mathematics	Computing / IT / Electronics	Humanities & Soft Skill	Social Sciences	Commerce	Management	Multidisciplinary
Tick suitable category			✓			✓	

Subject Code	Subject Name	Teaching Scheme			Credits Assigned			
		Theory	Practical	Tutorial	Theory	TW/Practical	Tutorial	Total
USIT	Foundation Course - II	75			2			2

Subject Code	Subject Name	Examination Scheme							
		Theory Marks IA Test			End Sem. Exam Marks	TW	Practical	Oral	Total
		IA 1	IA 2	Sum of IA1 and IA2					
USIT	Foundation Course - II	20	05	25	75				100

1.f Faculty-Wise Distribution of all Lecture-Practical-Tutorial Hours for the Course

Divisions	Lecture (Hrs.)	Practical (Hrs.)				Tutorial (Hrs.)			
		Batch 1	Batch 2	Batch 3	Batch 4	Batch 1	Batch 2	Batch 3	Batch 4
A	2	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.
B	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.
C	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.
F	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.

1.g Office Hours (Faculty will be available in office in this duration for solving students' query)

Division	Day	Time (at least 1 Hr. / Division)	Venue (Office Room No.)
A	Monday		Microsoft Teams

2.a Syllabus: Module Wise Teaching Hours and % Weightage in University Question Paper

Module No.	Module Title and Brief Details	Teaching Hrs. for each module	% Weightage in University Question Papers
1	Globalization and Indian Society	7.6 hrs.	20%
2	Human Rights	7.6 hrs.	20%
3	Ecology	7.6 hrs.	20%
4	Understanding Stress and Conflict	7.6 hrs.	20%
5	Managing Stress and Conflict in Contemporary Society	7.6 hrs.	20%
* Insert rows for more modules in the Course		Total	38
			100%

2.b Prerequisite Courses

No.	Semester	Name of the Course	Topic/s
1	1	Foundation Course - I	Unit 1, 2, 3 and 4
2	2	Foundation of Human Skills	ALL

2.c Relevance to Future Courses

No.	Semester	Name of the Course
1	3	BMS, Semester III Foundation Course (Environmental Management) – III
2	1	M.Com, Semester I Business Ethics and Corporate Social Responsibility

2.d Real Life Application Mapping – Mention Application from Very Common Day to Day Life

No.	Real Life Application Mapping with the Course
1	Stress and Conflict Management
2	Fundamental Rights Awareness
3	Duty towards protecting environment

3. Past Results – Division-Wise and Topic-Wise Result Based Analysis

Details	Target - Mar 2019	Mar 2018	Mar 2017
Course Passing % – Average of 3 Divisions	100%	93.47	97.46
Marks Obtained by Course Topper (mark/100)	86	80	76

Year	Division A		Division B		Division C		Division F	
	Initials of Teacher	% Result	Initials of Teacher	% Result	Initials of Teacher	% Result	Initials of Teacher	% Result
Mar 2020	RSS	100						

Topics which affect results negatively	Module Number	Recommendations to overcome these issues & improve result in future
Human Rights	2	Continuous reading and written practice

4 All the Learning Resources – Books and E-Resources

4.a List of Text Books (T – Symbol for Text Books) to be Referred by Students

Sr. No	Text Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Impact of the policies of WTO on Indian agriculture	S. Nehru	Serial Pub. (2012)		01
2	Environmental Studies	Dr. Vijay Kumar Tiwari	Himalayan Pub. (2010)		03

4.b List of Reference Books (R – Symbol for Reference Books) to be Referred by Students

Sr. No	Reference Book Titles	Author/s	Publisher	Edition	Module Nos.
1	<i>A decade of economic reforms in India (The past, the present, the future)</i>	<i>Edited by Raj Kapila and Uma Kapila</i>	<i>Academic Foundation (2002)</i>		Requested
2	<i>Privatisation of public enterprises – Emerging dimensions</i>	Edited by G.S. Batra, NarinderKaur	Anmol Pub. (1995)		Requested
3	<i>Economics of development</i>	Dwight Perkins, Steven Radelet, David Lindauer	Norton company (2006)		Requested
4	<i>Industrial Policy and economic development in India (1947 -2012)</i>	Anup Chatterjee	New Century Pub. (2012)		Requested
5	<i>Globalisation and development of backward areas</i>	Edited by G. Satyanarayana	New Century Pub. (2007)		Requested
6	<i>Contemporary issues in globalisation – An introduction to theory and policy in India</i>	Soumyen Sikder	Oxford University Press (2002)		Requested
7	<i>Ecology and environment</i>	Benu Singh	Vista International		Requested

			Pub. (2006)		
8	<i>Universal Human Rights : In theory and practice</i>	Jack Donnelly	(2014)		Requested
9	<i>Foundation Course – II</i>	P.G.Shinde, Mahesh Bhagwat, Dr. Namita Nimbalkar & Meghna Shinde- Chakne	Sheth	2	1-5
10	<i>Stress Management</i>	Dr. N. Tejmani Singh	Maxford books (2011)		Requested

4.c List of E - Books (E – Symbol for E-Books) to be Referred by Students

Sr. No	E- Book Titles	Author/s	Publisher	Edition	Module Nos.
1.	Climate Change: A Silent Treat https://www.free-ebooks.net/ebook/Climate-Change-A-Silent-Threat	Sylvain Richer de Forges			3

4.d Web Links and Names of Magazines, Journals, E-journals – [VIT is member of IIT Bombay Library]

Refer online journals subscribed in VIT library. You can also access IIT Bombay online library for journals from IITB campus.

Sr. No.	Web-Links and Names of Journals and E-Journals Recommended to Students for this Course	Module Nos.
1.	What are the Universal Human Rights-Benedetta Berti https://www.youtube.com/watch?v=nDgIVseTkuE	2
2.	Economic and Political Weekly https://www.epw.in/tags/globalisation	1

4.e

Module No.	Category (Please Tick Mark) - √						Available In VSIT Library?		Details of the Resource (i.e. Name, Chapter & Page No., etc.)
	Book			Maga-zine	Journals		Y	N	
	Text	Reference	E-Book		Regular	E-Journal			
1		✓						✓	Foundation Course II by P.G.Shinde, Mahesh Bhagwat, Dr. Namita Nimbalkar & Meghna Shinde-Chakne, Sheth Publications

4.f Web Links for Online Notes/YouTube/VSIT Digital Content/VIT Lecture Capture/NPTEL Videos

Students can view lectures by VSIT professors, captured through LMS 'Lecture Capture' in VIT campus for previous years.

No.	Websites / Links	Module Nos.
1	Digital Content (live.vsit.edu.in)	1-5
2	PPTs	1-5
3	Graded Questions	1-5

4.g Recommended MOOC Courses like Coursera / NPTEL / MIT-OCW / edX etc.

Sr. No.	MOOC Course Link	Course conducted by – Person / University / Institute / Industry	Course Duration	Certificate (Y / N)

4.h Recommended Value Added Courses (VAC)

Sr. No.	Name of the Value Added Course	Conducted by – Person / Institute / Industry	Course Duration	Certificate (Y / N)
1				

4.i Study Material Distributed among Students

Tick if distributed among students					
GQ	Notes	Digital Content	PPT	EQ (updated till the Last Exam)	Other (Write Details)
<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	

5. Consolidated Course Lesson Plan

	From (date/month/year)	To (date/month/year)	Total Number of Weeks
Semester Duration	18/11/2019		

Week No.	Lecture no.	Module No.	Lecture Topics / IA 1 and IA 2 / BSA planned to be covered	Actual date of Completion	COs	Recommended Prior Viewing / Reading	
						Lecture No. (on LMS)	Chapter No. / Page Nos. / Books/ Web Site
1	1	1	Understanding the concepts of liberalization		CO1		

			and privatization				
	2	1	Understanding the concepts of liberalization and privatization		CO1		
	3	1	Globalization		CO2		
2	4	1	Globalization		CO1		
	5	1	Growth of information Technology & Communication		CO1		
	6	1	Impact of IT in everyday life		CO1		
3	7	1	Impact of globalization in industry		CO1 & CO2		
	8	1	Changes in employment & increasing migration		CO3		
	9	1	Changes in employment & increasing migration		CO3		
4	10	1	Changes in agrarian sector due to globalization		CO3		
	11	1	Rise in corporate farming & increase in farmer's suicides		CO3		
	12	1	Rise in corporate farming & increase in farmer's suicides		CO3		
5	13	4	Causes of stress & conflict in individuals & society		CO3		
	14	4	Agents of socialization		CO3		
	15	4	Agents of socialization		CO3		
6	16	4	Significance of values, ethics & prejudices		CO3		
	17	4	Stereotyping & prejudice in causing conflicts		CO3		

	18	4	Stereotyping & prejudice in causing conflicts		CO4		
7	19	4/5	Aggression & violence as the public expression of conflict/ Types of conflicts		CO4		
	20	5	Use of coping mechanisms for managing individual stress		CO4		
	21	5	Use of coping mechanisms for managing individual stress		CO4		
8	22	5	Maslow's theory of self-actualisation		CO4		
	23	5	Maslow's theory of self-actualisation		CO4		
	24	5	Different methods of responding conflicts in society		CO4		
9	25	5	Different methods of responding conflicts in society		CO4		
	26	5	Conflict- resolution & efforts towards peace & harmony		CO4		
	27	2	Concept of Human Rights		CO4		
10	28	2	Origin & evolution of the concept		CO5		
	29	2	UDHR		CO5		
	30	2	Human Rights constituents with special reference to Fundamental Rights stated in the constitution		CO5		
11	31	2	Human Rights constituents with special reference to Fundamental Rights stated in the constitution		CO5		

	32	3	Importance of environmental studies		CO5		
	33		Revision		CO5		
12	34	3	Understanding concepts of Environment & Ecology and their interconnectedness		CO5		
	35	3	Understanding concepts of Environment & Ecology and their interconnectedness		CO5		
	36		Revision		CO5		
13	37	3	Environment as natural capital & connection to quality of human life		CO5		
	38	3	Environment as natural capital & connection to quality of human life		CO6		
	39	3	Revision		CO6		
14	40	3	Environmental Degradation-causes		CO6		
	41	3	Environmental Degradation-impact on human life		CO6		
	42		Pop Quiz		CO6		
15	43	3	Sustainable development-concept & components		CO6		
	44	3	Poverty & environment		CO6		
	45		Class test		CO6		

6. Rubric for Grading and Marking of Term Work (inform students at the beginning of semester)

Lecture +	Assign-	Tutorial	Lab /	Lab Journal	Class	Class	Other (2)	Total
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Practical (% Attendance) & Marks	ments		Practical Performance	Assessment	Tests (Other than IA)	participati on	specify	
						5		5

7. Assignments / Tutorials Details (must attach print out of all questions together with AAP)

Assignment No.	Title of the Assignments / Tutorials	CO Map	Assignments given to Students on	Date of Submission
1	Case Study - Mohini Jain v. State of Karnataka	CO3	Lecture 12	
2	Case Study- Justice Verma Committee Report	CO3	Lecture 17	
3	Student sues company over racist crayon	C05	Lecture 34	
4	Answering Graded Questions	ALL	Lecture 37	Lecture 43

Analysis of Assignment / Tutorial Questions and Related Resources

Assignment No.	Week/Lecture No.	Type* (v)			Module No.	Based on #			Question Type (v)	
		R	UQ	OBT		Text Book	Reference Book	Other Learning Resource	MU EQ	Thought Provoking
1	Lecture 12	✓			2					✓
2	Lecture 17				2					✓
3	Lecture 34				3					✓
4	Lecture 37				ALL		✓		✓	✓

* Tick (v) the Type of the Assignment: Regular (R); Unannounced Quiz (UQ) ; Open Book Test for TY/SY/MASTERS (OBT)

Write number for Text book, reference book, other learning resource from this AAP – from Points 4.a to 4.d

8. Internal Assessment / Other Class Test / Open Book Test (OBT)/Take Home Test (THT) Details

Tests	Test Dates	Module No.	CO Map	IA Question Paper Pattern	Policy
1 st IA Test	Week 8			Q1 – MCQ - 10 Marks Q2 – 1 numerical 5 Marks Q3 – 1 numerical 5 Marks 20 marks each for IA 1 & 2	No IA Re-test
2 nd IA Test	-				IA is a Head of passing *
Pop Quiz	Week 6	II			
Open Book Test	Week 2	I			
Take Home Test	Week 9	III			
Class tests / prelims	Week 12	I and II			
Class tests / prelims	Week 8				
Any other test/exams	-				

* IA failures will have to appear for re-test in next semester

9.a Practical Activities – Regular Experiments

Practical No.	Module No.	Title of the Regular Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1		NA			

9.b Practical Activities – Newly Added Experiments

Practical No.	Module No.	Title of the Newly Added Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1		NA			

9.c Practical Activities – PBL Experiments

Practical No.	Module No.	Title of the PBL Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1	2	Case Study - Mohini Jain v. State of Karnataka	Right to education	CO3	

2	2	Case Study- Justice Verma Committee Report	Violence against women	CO3	
3	4	Student sues company over racist crayon	Stereotypes and prejudice	C05	

10. Beyond Syllabus Activities for Gap Mitigation

No.	Type of the Activity	Activities	Details – no of attendees, guest, feedback, mark sheet, report
1	Interaction with Outside World	Guest Lecture / Workshops	
2		Industrial Visit	
3	Test and Assessments	Class Tests – (other than IA)	Yes
4		Mini Projects	Yes
5		Pop Quiz	
6		Mobile App Based Quiz	Yes
7		Open Book Test	
8		Take Home Test	Yes
9	Collaborative and Group Activity	Poster Presentation	
10		Minute Papers	
11		Students Seminar	
12		Students Debates	Yes
13		Panel Discussion / Mock GD	Yes
14		Mock Interview	
15	Co-curricular Courses	MOOC-NPTEL/Coursera Videos	
16		Value Added Courses	-
17		Lecture Capture Usage	

*** Do not delete any activity. Give details for planned events. Write 'NA' for activity Not Planned.**

Consolidated Academic Administration Plan Prepared by (mention all theory teaching faculty names with signature)

Lakshmi Pillai

Faculty 1 Name (Sign.)

External Industry Mentor (Sign.)

External Academic Mentor (Sign.)

Head of Dept. (Sign.)

The academic resources available in VSIT –

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Institute & Department Vision and Mission	Former IA question papers and solutions (prepared by faculty)	Former IA question papers solutions - hardcopy	Value Added Courses (VAC) are conducted throughout the semester & in the semester break - Enrol for the VACs
Program Educational Objectives (PEO)	MU end semester examination question papers and solutions (prepared by faculty)	MU end semester exam question paper & solutions - by faculty, hardcopy	
Program Specific Outcome (PSO)	Class notes and Digital Content for the subject (scanned / typed by faculty)	All text books, reference books, e -books mentioned in the syllabus & AAP	Online courses from NPTEL, Coursera etc. are pursued throughout the semester - Register for the course & get certified
Program Outcome (PO)	Comprehensive question bank, EQ, GQ, PPT, Class Test papers	Technical journals and magazines for reference	
Departmental Knowledge Map	Academic Administration Plan & Beyond Syllabus Activity report	VSIT library is member of IIT Bombay Library	Watch former lectures captured in LMS at VSIT

1.a Course Objectives (write in detail – follow NBA guideline in this regard)

Cognitive	What do you want students to know?	To understand and examine the growing importance of advertising To develop significant level of understanding of advertising literature: conceptual framework, theories, typologies, strategies and techniques
Affective	What do you want students to think / care about?	To understand media, advertising agency especially how successfully it is managed and how to deal with client and the industry To understand the construction of an effective advertisement
Behavioural	What do you want students to be able to do?	Learners can apply management and advertising skills in context of ad creation and media management To understand the role of advertising in contemporary scenario To understand the future and career in advertising

1.b Course Outcome (CO) Statements and Module-Wise Mapping (follow NBA guideline)

CO No.	Statements	Related Module/s
CO1	To give a brief insight about advertising & its different aspects to the students of Media	Unit 1 & 2
CO2	To understand the functions of an Ad agency	Unit 2
CO3	To study contemporary advertising and society	Unit 3
CO4	To be aware of different ad campaigns. To practically know creation of ads	Unit 4

s

1.c Mapping of COs with POs (mark S: Strong, M: Moderate, W: Weak, Dash '-': not mapped)

	PO 1	PO 2	PO 3	PO 4	PO 5	PO 6	PO 7	PO 8	PO 9	PO 10	PO 11	PO 12
CO 1												
CO 2												
CO 3												
CO 4												
CO 5												

1.d Mapping of COs with PSOs (mark S: Strong, M: Moderate, W: Weak, Dash '-': not mapped)

	PSO 1	PSO 2	PSO 3	PSO 4
CO 1				

CO 2				
CO 3				
CO 4				
CO 5				

1.e Teaching and Examination Scheme (As specified by the University) for the Course

Categories	Mathematics	Computing / IT / Electronics	Humanities & Soft Skill	Social Sciences	Commerce	Management	Multidisciplinary
Tick suitable category							√

Subject Code	Subject Name	Teaching Scheme			Credits Assigned		
		Theory	Practical	Tutorial	Theory	TW/Practical	Tutorial
	Advertising	75					

Subject Code	Subject Name	Examination Scheme							
		Theory Marks IA Test			End Sem. Exam Marks	TW	Practical	Oral	Total
		IA 1	IA 2	Sum of IA1 and IA2					
	Advertising	20	05	25	75				100

1.f Faculty-Wise Distribution of all Lecture-Practical-Tutorial Hours for the Course

Divisions	Lecture (Hrs.)	Practical (Hrs.)				Tutorial (Hrs.)			
		Batch 1	Batch 2	Batch 3	Batch 4	Batch 1	Batch 2	Batch 3	Batch 4
A	3	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.

1.g Office Hours (Faculty will be available in office in this duration for solving students' query)

Division	Day	Time (at least 1 Hr. / Division)	Venue (Office Room No.)
F	Friday	2 p.m. -3 p.m.	MS teams

2.a Syllabus: Module Wise Teaching Hours and % Weightage in University Question Paper

Module No.	Module Title and Brief Details	Teaching Hrs. for each module	% Weightage in University Question Papers
1	1. Introduction to advertising	18 hr	
2	Integrated marketing communication and tools	10 hr	
3	Creativity in advertising	14 hr	
4	Types of advertising agency, department, careers and latest trends in advertising	06 hr	

* Insert rows for more modules in the Course		Total	48
			100

2.b Prerequisite Courses

No.	Semester	Name of the Course	Topic/s
1	3	Media Studies	ALL
2	3	Introduction to creative writing	Unit 1

2.c Relevance to Future Courses

No.	Semester	Name of the Course
1	TYBMM	Sem V -Ad design, Advertising in contemporary society, Brand Building Sem VI- Agency Mgmt., Direct Marketing
2	MBA/MMM	Specialisation in Advertising
3	M.com	Sem 2 E-Commerce

2.d Real Life Application Mapping – Mention Application from Very Common Day to Day Life

No.	Real Life Application Mapping with the Course
1	In field of Advertising as Advertising Manager, Brand Manager, Client servicing, Agency management etc.
2	Digital Marketing and Advertising

3. Past Results – Division-Wise and Topic-Wise Result Based Analysis

Details	Target - Mar 2018	Mar 2017	Mar 2016	Mar 2015
Course Passing % – Average of Divisions	100%	97%		
Marks Obtained by Course Topper (mark/100)				

Year	Division A		Division B		Division C	
	Initials of Teacher	% Result	Initials of Teacher	% Result	Initials of Teacher	% Result
Mar 2017						
Mar 2016					NA	NA
Mar 2015						

Topics which affect results negatively	Module Number	Recommendations to overcome these issues & improve result in future
Introduction to Advertising	1	Assignment & diagrams

Creativity in Advertising	3	Practical examples, case study, campaign, ad making
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4 All the Learning Resources – Books and E-Resources

4.a List of Text Books (T – Symbol for Text Books) to be Referred by Students

Sr. No	Text Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Advertising		Pearson Education		
2	Introduction to Advertising – Amita Shankar	Amita Shankar			

4.b List of Reference Books (R – Symbol for Reference Books) to be Referred by Students

Sr. No	Reference Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Advertising and Media Planning	Jack Z. Sissors & Roger Baron	McGraw Hill	6	1 st
2	Adv. Promotion & other aspects of IMC	Shimp & Adrems	Cengage	1	1&2
3	Advertising Mgmt. Concepts & cases	Manendra Mohan	Pearson	1	3
4	Advertising Management	Batra Meyers & Aaker		1	4

4.c List of E - Books (E – Symbol for E-Books) to be Referred by Students

Sr. No	E- Book Titles	Author/s	Publisher	Edition	Module Nos.
1	In Defense of Advertising	Jerry Kirkpatrick	TLJ books	1	

4.d Web Links and Names of Magazines, Journals, E-journals – [VIT is member of IIT Bombay Library]

Refer online journals subscribed in VIT library. You can also access IIT Bombay online library for journals from IITB campus.

Sr. No.	Web-Links and Names of Journals and E-Journals Recommended to Students for this Course	Web-Links and Names of Magazines Recommended to Students for this Course	Module Nos.
1	International journal on Marketing and trade policy	Advertising Age	All
2	Journal of management – Available in Library	Campaign India	
3	International journal on Marketing and finance		

4.e Module Best Available in - Tick the best resource [from 4.a to 4.d in this AAP] & give details

Module No.	Category (Please Tick Mark) - √						Available In VSIT Library?		Details of the Resource (i.e. Name, Chapter & Page No., etc.)
	Book			Magazine	Journals		Y	N	
	Text	Reference	E-Book		Regular	E-Journal			
1	✓	✓		✓			Y		Unit 1-4
2	✓	✓		✓			Y		Unit 1-4

3	✓	✓		✓			Y		Unit 1-4
4	✓	✓		✓			Y		Unit 1-4

4.f Web Links for Online Notes/YouTube/VSIT Digital Content/VIT Lecture Capture/NPTEL Videos

Students can view lectures by VSIT professors, captured through LMS 'Lecture Capture' in VIT campus for previous years.

No.	Websites / Links	Module Nos.
1	www.talentedge.in/MICA/Advertising-PR	
2	https://www.youtube.com/watch?v=_IYNMdV9E	All
3	www.scdl.net/about-symbiosis-center-for-distance-learning.aspx	1
4	https://www.youtube.com/watch?v=hcz1aZ60k7w	3

4.g Recommended MOOC Courses like Coursera / NPTEL / MIT-OCW / edX etc.

Sr. No.	MOOC Course Link	Course conducted by – Person / University / Institute / Industry	Course Duration	Certificate (Y / N)
1	https://swayam.gov.in/course/3993-advertising	MHRD	5 weeks	Y

4.h Recommended Value Added Courses (VAC)

Sr. No.	Name of the Value Added Course	Conducted by – Person / Institute / Industry	Course Duration	Certificate (Y / N)
1	Digital Advertising	ZIMA	5 weeks	Y

4.i Study Material Distributed among Students

Tick if distributed among students					
GQ	Notes	Digital Content	PPT	EQ (updated till the Last Exam)	Other (Write Details)
✓	✓	✓	✓	✓	

5. Consolidated Course Lesson Plan

	From (date/month/year)	To (date/month/year)	Total Number of Weeks
Semester Duration	3/12/2020	March 2020	15

Week	Lecture no.	Module No.	Lecture Topics / IA 1 and IA 2 / BSA planned to be covered	Actual date of Completion	Cos	Recommended Prior Viewing / Reading	
						Lecture No. (on LMS)	Chapter No. / Page Nos. / Books/ Web Site

1	1	1	Introduction (Syllabus) Evolution , importance, Features , benefits , limitation , effects and 5M's of advertising	1		
	2	1	limitation , effects and 5M's of advertising	1		
	3	1	Consumer, Industrial, Retail, Classified, Corporate ,Public service, ,	1		
	4	1	,Generic, National, Global, International, Social (CSR) and Advocacy	1		
2	5	1	3. Ethics and Laws in Advertising Puffery, Subliminal	1		
	6	1	Weasel claim, Surrogate,	1		
	7	1	Shocking ads , Controversial	1		
	8	1	Debate: advertising : a boon or a bane (assignment)	3		
3	9	1	4. Social, Cultural and Economic impact of Advertising	2		
	10	1	Women and advertising	1		
	11	1	, Children and advertising, Senior citizen	1		
	12	1	Pop Culture and advertising	1		
4	13	1	5. Theories Stimulus theory, AIDA,	1		
	14	1	Hierarchy	1		
	15	1	MeansEnd Theory	1		
	16	1	AIDA	1		
5	17	1	Revision	1		
	18	2	Integrated marketing communication and tools	2		
	19	2	1. Integrated marketing communication	2		

	20	2	Emergence, Role, Tools		1		
6	21	2	Communication process, The IMC Planning Process		2		
	22	2	3.Print Media and Out-of Home Media		2		
	23	2	Basic concepts, Types of Newspapers advertising , advantages and disadvantage of News paper advertising ,Magazines, Factors to consider for magazine advertising,		2		
	24	2	Out-of-home Advertising, On- premise advertising , Transit advertising , Posters , Directory advertising		3		
7	25	2	3. Broadcast Media		3		
	26	2	Case study- Pepsi, Mcdonald's etc.		3		
	27	2	Radio advertising Advantages and Disadvantages of Radio advertising , Television advertising and its Advantages and Disadvantages		3		
	28	2	Movie: What Women Want		3		
8	29	2	Film advertising and Product placement - Advantages and Disadvantages				
	30	2	4. Public Relation Meaning of Public Relations, Types of public relations Difference between public relations and advertising		4		
	31	2	g, Difference between Publicity and Advertising, , Advantages and Disadvantages of Public Relations, Advantages and Disadvantages of Publicity		4		
	32	2	Sales Promotion and Direct marketing Growth and Types of Sales promotion, Advantages		4		
9	33	2	Growth of Direct marketing and its tools Advantages and disadvantages		1		
	34	2	Presentation- ad- making competition Print & TVC		3		
	35	3	3.Creativity in advertising 1. 1. Introduction to Creativity		3		
	36	3	Importance of creative process		1		
10	37	3	Creative strategy development		1		

	38	3	Big idea		1		
	39	3	positioning strategies		2		
	40	3	Types of appeals		1		
11	41	3	2. Role of different elements in ads		1		
	42	3	Logo, Jingle, Company signature, Slogan, tagline, illustration , Creating Radio commercial – Words, sounds , clarity , coherence etc		1		
	43	3	Slogan, tagline, illustration		2		
	44	3	Creating Radio commercial				
12	45	3	Words, sounds, clarity , coherence				
	46	3	3. Elements of copy Headline, Sub headline , Layout , Body copy , Types of copy and slogan , creating story board				
	47	4	Types of advertising agency, department, careers and latest trends in advertising				
	48	4	Full service, Creative boutique, Media buying agency, In- house agency, Specialized Agencies and others				
13	49	4	department				
	50		careers and latest trends in advertising		1		
	51						
	52						

6.

Rubric for Grading and Marking of Term Work (inform students at the beginning of semester)

Lecture + Practical (% Attendance) & Marks	Assignments	Tutorial	Lab / Practical Performance	Lab Journal Assessment	Class Tests (Other than IA)	Class participation	Other (2) Specify	Total
05	4				2			10 scale down to 5 5

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7. Assignments / Tutorials Details (must attach print out of all questions together with AAP)

Assignment No.	Title of the Assignments / Tutorials	CO Map	Assignments given to Students on	Date of Submission
1	Ethical Issues in advertising	CO1	3 rd Week	4 th Week
2	Advertising Agency	CO2	5 th Week	6 th Week
3	Role of advertising	CO3	8 th Week	9 th Week
4	Budget, Evaluation, Current trends in Advertising	CO4	11 th Week	12 th Week

Analysis of Assignment / Tutorial Questions and Related Resources

Assignment No.	Week No.	Type* (√)			Module No.	Based on #			Question Type (√)	
		R	UQ	OBT		Text Book	Reference Book	Other Learning Resource	MU EQ	Thought Provoking
1	3	✓			1		✓		✓	
2	5	✓			2		✓		✓	
3	8	✓			3		✓		✓	
4	11			✓	4		✓		✓	

* Tick (√) the Type of the Assignment: Regular (R); Unannounced Quiz (UQ); Open Book Test for TY/SY/MASTERS (OBT)
 # Write number for Text book, reference book, other learning resource from this AAP – from Points 4.a to 4.d

8. Internal Assessment / Other Class Test / Open Book Test (OBT)/Take Home Test (THT) Details

Tests	Test Dates	Module No.	CO Map	IA Question Paper Pattern	Policy
1 st IA Test	7 or 8 th Week	1 & 2	1 & 2	Q1 – MCQ - 10 Marks Q2 – 1 numerical 5 Marks Q3 – 1 numerical 5 Marks 20 marks each for IA 1 & 2	No IA Re-test IA is a Head of passing *
2nd IA Test					
Pop Quiz					
Open Book Test					

Take Home Test					
Class tests / prelims					
Class tests / prelims					
Any other test/exams					

* IA failures will have to appear for re-test in next semester

9.a Practical Activities – Regular Experiments

Practical No.	Module No.	Title of the Regular Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1					
2					

9.b Practical Activities – Newly Added Experiments

Practical No.	Module No.	Title of the Newly Added Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1		Ad making (TVC) print ads etc.			

9.c Practical Activities – PBL Experiments

Practical No.	Module No.	Title of the PBL Experiments	Concepts to be highlighted	CO Map	Audit / Quality (0 to 4)
1	All	Case lets		1	
2	2	Role Play		3	

10. Beyond Syllabus Activities for Gap Mitigation

No.	Type of the Activity	Activities	Details – no of attendees, guest, feedback, mark sheet, report
1	Interaction with Outside World	Guest Lecture / Workshops	Advertising
2		Industrial Visit	May Be
3	Test and Assessments	Class Tests – (other than IA)	Surprise test
4		Mini Projects	NA
5		Pop Quiz	Yes for Module 2
6		Mobile App Based Quiz	NA

7		Open Book Test	yes ^{Yes}
8		Take Home Test	Yes (5 question from each unit)
9	Collaborative and Group Activity	Poster Presentation	Yes
10		Minute Papers	NA
11		Students Seminar	NA
12		Students Debates	Yes
13		Panel Discussion / Mock GD	NA
14		Mock Interview	NA
15	Co-curricular Courses	MOOC-NPTEL/Coursera Videos	NA
16		Value Added Courses	yes
17		Lecture Capture Usage	NA

*** Do not delete any activity. Give details for planned events. Write 'NA' for activity Not Planned.**

Consolidated Academic Administration Plan Prepared by (mention all theory teaching faculty names with signature)

Anindita Banerji

Faculty 1 Name (Sign.)

Faculty 2 Name (Sign.)

Faculty 3 Name (Sign.)

Shilpi Pathak
External Industry Mentor (Sign.)

Krishna Warriar
External Academic Mentor (Sign.)

VSIT Cluster Mentor Name (Sign.)

Head of Dept. (Sign.)

Version 2017-2018

The academic resources available in VSIT –

VMIS (ERP)	V-Refer and V-Live	VSIT Library	VAC & MOOC Courses
Institute & Department Vision and Mission	Former IA question papers and solutions (prepared by faculty)	Former IA question papers solutions - hardcopy	Value Added Courses (VAC) are conducted throughout the semester & in the semester break - Enrol for the VACs
Program Educational Objectives (PEO)	MU end semester examination question papers and solutions (prepared by faculty)	MU end semester exam question paper & solutions - by faculty, hardcopy	
Program Specific Outcome (PSO)	Class notes and Digital Content for the subject (scanned / typed by faculty)	All text books, reference books, e -books mentioned in the syllabus & AAP	Online courses from NPTEL, Coursera etc. are pursued throughout the semester - Register for the course & get certified
Program Outcome (PO)	Comprehensive question bank, EQ, GQ, PPT, Class Test papers	Technical journals and magazines for reference	
Departmental Knowledge Map	Academic Administration Plan & Beyond Syllabus Activity report	VSIT library is member of IIT Bombay Library	Watch former lectures captured in LMS at VSIT

1.a Course Objectives (write in detail – follow NBA guideline in this regard)

Cognitive	What do you want students to know?	To enhance language proficiency and communication skills, to improve the learners' written language and increase the range of lexical resource through a variety of exercises
Affective	What do you want students to think / care about?	To enable understanding about the importance of proficiency in communication in order to improve career prospects and growth.
Behavioural	What do you want students to be able to do?	To easily correspond in all types of corporate communication.

1.b Course Outcome (CO) Statements and Module-Wise Mapping (follow NBA guideline)

CO No.	Statements	Related Module/s
CO1	To familiarize the learners to various communication technologies used to overcome communication barriers	Unit 1
CO2	To train the students to be comfortable with and know about various types and the importance of group communication	Unit 2
CO3	To enhance written language proficiency in business correspondence	Unit 3
CO4	To acquaint the students with report writing and the various types of reports	Unit 4

1.c Mapping of COs with POs (mark S: Strong, M: Moderate, W: Weak, Dash '-': not mapped)

	PO 1	PO 2	PO 3	PO 4	PO 5	PO 6	PO 7	PO 8	PO 9	PO 10	PO 11	PO 12
CO 1												
CO 2												
CO 3												
CO 4												
CO 5												

1.d**Mapping of COs with PSOs (mark S: Strong, M: Moderate, W: Weak, Dash '-':not mapped)**

	PSO 1	PSO 2	PSO 3	PSO 4
CO 1				
CO 2				
CO 3				
CO 4				
CO 5				

1.e**Teaching and Examination Scheme (As specified by the University) for the Course**

Categories	Mathematics	Computing / IT / Electronics	Humanities & Soft Skill	Social Sciences	Commerce	Management	Multidisciplinary
Tick suitable category			✓				

Subject Code	Subject Name	Teaching Scheme			Credits Assigned			
		Theory	Practical	Tutorial	Theory	TW/Practical	Tutorial	Total
USIT	Effective Communication Skills - II	75	-	-	3	-	-	3

Subject Code	Subject Name	Examination Scheme							
		Theory Marks IA Test			End Sem. Exam Marks	TW	Practical	Oral	Total
		IA 1	IA 2	Sum of IA1 and IA2					
USIT	Effective Communication Skills - II	20	05	25	75	-	-	-	100

1.f**Faculty-Wise Distribution of all Lecture-Practical-Tutorial Hours for the Course**

Divisions	Lecture (Hrs.)	Practical (Hrs.)				Tutorial (Hrs.)			
		Batch 1	Batch 2	Batch 3	Batch 4	Batch 1	Batch 2	Batch 3	Batch 4
A	3.33	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.

1.g**Office Hours (Faculty will be available in office in this duration for solving students' query)**

Division	Day	Time (at least 1 Hr. / Division)	Venue (Office Room No.)
A	Friday	11am-12noon	Staff room

2.a**Syllabus: Module Wise Teaching Hours and % Weightage in University Question Paper**

Module No.	Module Title and Brief Details	Teaching Hrs. for each module	% Weightage in University Question Papers

1	Presentation Skills	12.5hr	25
2	Group Communication	12.5hr	25
3	Business Correspondence	12.5hr	25
4	Language and Writing Skills	12.5hr	25
* Insert rows for more modules in the Course		Total	50
			100

2.b Prerequisite Courses

No.	Semester	Name of the Course	Topic/s
1	1 and 2	Business Communication – I and II Effective Communication- I	ALL

2.c Relevance to Future Courses

No.	Semester	Name of the Course
1	1	Masters of Management Studies

2.d Real Life Application Mapping – Mention Application from Very Common Day to Day Life

No.	Real Life Application Mapping with the Course
1	Business Writing, Successful Presentation, visual and verbal business presentation skills.
2	Journalism, marketing and entertainment but also business and management, education, politics, international relations, law and more.
3	Written business correspondence such as letters and reports

3. Past Results – Division-Wise and Topic-Wise Result Based Analysis

Details	Target - Mar 2018	Mar 2017	Mar 2016	Mar 2015
Course Passing % – Average of 3 Divisions	100%	96.67		
Marks Obtained by Course Topper (mark/100)	80	89		

Year	Division A		Division B		Division C	
	Initials of Teacher	% Result	Initials of Teacher	% Result	Initials of Teacher	% Result
Mar 2017						
Mar 2016						
Mar 2015						

Topics which affect results negatively	Module Number	Recommendations to overcome these issues & improve result in future
Business Correspondence	3	Written practice
Language and Writing Skills	4	Written practice and examples

4 All the Learning Resources – Books and E-Resources

4.a List of Text Books (T – Symbol for Text Books) to be Referred by Students

Sr. No	Text Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Effective Communication Skills - II	Rhoda A. Doctor, Aspi H. Doctor, Dr. Sanobar Hussaini, Meghna Shinde-Chakne	Sheth	2	1-5
2	Effective Communication Skills - II		Vipul		1-5
3	Effective Communication Skills - II		Mannan		1-5

4.b List of Reference Books (R – Symbol for Reference Books) to be Referred by Students

Sr. No	Reference Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Business Communication	Rhoda A. Doctor and Aspi H. Doctor			ALL
2	Communication Skills in English	Aspi Doctor			ALL
3	Teaching Thinking	Edward De Bono			ALL
4	De Bono's Thinking Course	Edward De Bono			ALL
5	Serious Creativity	Edward De Bono			ALL
6	The Mind Map Book	Buzan Tony			ALL
7	Becoming a Translator: An Introduction to the Theory and Practice of Translation	Douglas Robinson			ALL
8	A Textbook of Translation	Peter Newmark			ALL

4.c List of E - Books (E – Symbol for E-Books) to be Referred by Students

Sr. No	E- Book Titles	Author/s	Publisher	Edition	Module Nos.
1					

2					
3					
4					

4.d Web Links and Names of Magazines, Journals, E-journals – [VIT is member of IIT Bombay Library]

Refer online journals subscribed in VIT library. You can also access IIT Bombay online library for journals from IITB campus.

Sr. No.	Web-Links and Names of Journals and E-Journals Recommended to Students for this Course	Web-Links and Names of Magazines Recommended to Students for this Course
1	Communication Today	lib.mylibrary.com

4.e Module Best Available in - Tick the best resource [from 4.a to 4.d in this AAP] & give details

Module No.	Category (Please Tick Mark) - √						Available In VSIT Library?		Details of the Resource (i.e. Name, Chapter & Page No., etc.)
	Book			Maga-zine	Journals		Y	N	
	Text	Reference	E-Book		Regular	E-Journal			
1	✓	✓							Effective Communication Skills - II

4.f Web Links for Online Notes/YouTube/VSIT Digital Content/VIT Lecture Capture/NPTEL Videos

Students can view lectures by VSIT professors, captured through LMS 'Lecture Capture' in VIT campus for previous years.

No.	Websites / Links	Module Nos.
1	PPTs	1-4

4.g Recommended MOOC Courses like Coursera / NPTEL / MIT-OCW / edX etc.

Sr. No.	MOOC Course Link	Course conducted by – Person / University / Institute / Industry	Course Duration	Certificate (Y / N)
1	English for Effective Business Speaking (Coursera)	The Hong Kong University of Science and Technology By Delian Gaskell, Kin Tang, Sean McMinn	6 Weeks	Y

4.h Recommended Value Added Courses (VAC)

Sr. No.	Name of the Value Added Course	Conducted by – Person / Institute / Industry	Course Duration	Certificate (Y / N)
1	Certificate Course in Business English Skills.	University of Mumbai	4 months	Y

4.i Study Material Distributed among Students

Tick if distributed among students					
GQ	Notes	Digital Content	PPT	EQ (updated till the Last Exam)	Other (Write Details)

☑	☑	☑	☑	☑	-
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5. Consolidated Course Lesson Plan

	From (date/month/year)	To (date/month/year)	Total Number of Weeks
Semester Duration	04/12/18	05/04/18	15

Week No.	Lecture no.	Module No.	Lecture Topics / IA 1 and IA 2 / BSA planned to be covered	Actual date of Completion	COs	Recommended Prior Viewing / Reading	
						Lecture No. (on LMS)	Chapter No. / Page Nos./ Books/ Web Site
1	1	1	LETTER WRITING (INTRODUCTION) BUSINESS CORRESPONDENCE	4/12/17	CO1		
	2	1	TRADE LETTER	5/12/17	CO1		
	3	1	LETTERS OF COMPLAINT	9/12/17	CO1		
	4	1	CLAIM AND ADJUSTMENT	11/12/17	CO1		
2	5	1	CONSUMER GRIEVANCE LETTERS	12/12/17	CO1		
	6	1	LETTERS UNDER THE RIGHT TO INFORMATION ACT	16/12/17	CO1		
	7	1	LETTERS UNDER THE RIGHT TO INFORMATION ACT	1/1/18	CO1		
	8	1	SALES LETTER	2/1/18	CO1		
3	9	1	PRESS RELEASE/ LETTER TO THE EDITOR	6/1/18	CO1		
	10	1	REPORT WRITING (LAYOUTS AND COMPONENTS)	8/1/18	CO1		
	11	1	GENERAL REPORT	9/1/18	CO1		

	12	1	NEWS REPORT WRITING	13/1/18	CO1		
4	13	1	NEWS REPORT WRITING	15/1/18	CO1		
	14	1	BASICS AND FORMATS (HEADLINE/SUB-HEADLINE)	16/1/18	CO1		
	15	1	BASICS AND FORMATS (HEADLINE/SUB-HEADLINE)	20/1/18	CO1		
	16	2	TYPES OF REPORT (HARD NEWS)	22/1/18	CO2		
5	17	2	TYPES OF REPORT (HARD NEWS)	23/1/18	CO2		
	18	2	TYPES OF REPORT (SOFT NEWS)	27/1/18	CO2		
	19	2	TYPES OF REPORT (SOFT NEWS)	29/1/18	CO2		
	20	2	SUMMARIZATION (INTRODUCTION)	30/1/18	CO2		
6	21	2	ORGANISING THE MATERIAL	3/2/18	CO2		
	22	2	THE POINTS AND SUB-POINTS	5/2/18	CO2		
	23	2	THE POINTS AND SUB-POINTS	6/2/18	CO2		
	24	2	THE POINTS AND SUB-POINTS	10/2/18	CO2		
7	25	2	LOGICAL CONNECTION AND COHERENCE	19/2/18	CO2		
	26	2	LOGICAL CONNECTION AND COHERENCE	20/2/18	CO2		
	27	2	SUMMARIZING NEWS CONTENT	24/2/18	CO2		
	28	2	SUMMARIZING NEWS CONTENT	24/2/18	CO2		
8	29	2	PRACTISE SESSION (NEWS CONTENT)	26/2/18	CO2		

	30	2	EDITING (ENGLISH, HINDI AND MARATHI)	26/2/18	CO2		
	31	3	PRINCIPLES OF EDITING (PUNCTUATION)	26/2/18	CO3		
	32	3	SUBSTITUTION OF WORDS	27/2/18	CO3		
9	33	3	RE-STRUCTURING OF SENTENCES	27/2/18	CO3		
	34	3	RE-STRUCTURING OF SENTENCES	27/2/18	CO3		
	35	3	RE-ORGANIZING SENTENCE SEQUENCE	3/3/18	CO3		
	36	3	RE-ORGANIZING SENTENCE SEQUENCE	3/3/18	CO3		
10	37	3	USE OF LINK WORDS	3/3/18	CO3		
	38	3	WRITING SYNOPSIS/ ABSTRACTS	5/3/18	CO3		
	39	3	PRECIS WRITING/ NEWSPAPER EDITING/ MAGAZINE EDITING	5/3/18	CO3		
11	41	3	NEWS COMMENT AND PRINT ADVERTISEMENTS	5/3/18	CO3		
	42	3	PARAGRAPHS ON MAPS AND CHARTS	6/3/18	CO3		
	43	3	COPYWRITING (BASICS AND FORMAT)	6/3/18	CO3		
	44	3	HEADLINE/ SUB-HEADLINE	10/3/18	CO3		
12	45	3	BODY COPY	10/3/18	CO3		
	46	4	SLOGANS/ GRAPHIC BOX	12/3/18	CO4		
	47	4	TRANSLATION OF NEWSPAPER CLIPS	13/3/18	CO4		
	48	4	HARD NEWS ARTICLES	17/3/18	CO4		

13	49	4	FEATURE ARTICLES/OPINIONS	17/3/18	CO4		
	50	4	NEWS COMMENT AND PRINT ADVERTISEMENTS	17/3/18	CO4		
	51	4	JINGLES	17/3/18	CO4		
	52	4	SLOGANS IN HINDI MARATHI AND ENGLISH	26/3/18	CO4		
14	53	4	SLOGANS IN HINDI MARATHI AND ENGLISH	26/3/18	CO4		
	54	4	SLOGANS IN HINDI MARATHI AND ENGLISH	26/3/18	CO4		
	55	4	Revision	27/3/18	CO4		
	56	4	Solving of previous year question papers	31/3/18	CO4		
15	57	4			CO4		
	58	4			CO4		
	59	All			CO4		
	60	All			CO4		

6. Rubric for Grading and Marking of Term Work (inform students at the beginning of semester)

Lecture + Practical (% Attendance) & Marks	Assignments	Tutorial	Lab / Practical Performance	Lab Journal Assessment	Class Tests (Other than IA)	Class participation	Other (2) specify	Total
						5		5

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7. Assignments / Tutorials Details (must attach print out of all questions together with AAP)

Assignment No.	Title of the Assignments / Tutorials	CO Map	Assignments given to Students on	Date of Submission
1	Effective use of OHP	CO1	Week 1	
2	Creation of jingles and slogans	CO2	Week 5	
3	Making of short videos (advertisements)	CO3	Week 8	

Analysis of Assignment / Tutorial Questions and Related Resources

Assignment No.	Week No.	Type* (√)			Module No.	Based on #			Question Type (√)	
		R	UQ	OBT		Text Book	Reference Book	Other Learning Resource	MU EQ	Thought Provoking
1										
2										
3										
4										

* Tick (√) the Type of the Assignment: Regular (R); Unannounced Quiz (UQ) ; Open Book Test for TY/SY/MASTERS (OBT)

Write number for Text book, reference book, other learning resource from this AAP – from Points 4.a to 4.d

8. Internal Assessment / Other Class Test / Open Book Test (OBT)/Take Home Test (THT) Details

Tests	Test Dates	Module No.	CO Map	IA Question Paper Pattern	Policy
1 st IA Test				Q1 – MCQ - 10 Marks Q2 – 1 numerical 5 Marks Q3 – 1 numerical 5 Marks 20 marks each for IA 1 & 2	No IA Re-test
2 nd IA Test					IA is a Head of passing *
Pop Quiz					

Open Book Test					
Take Home Test					
Class tests / prelims					
Class tests / prelims					
Any other test/exams					

*** IA failures will have to appear for re-test in next semester**

9.a **Practical Activities – Regular Experiments**

Practical No.	Module No.	Title of the Regular Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1					
2					
3					
4					
5					
6					
7					
8					
9					
10					

9.b **Practical Activities – Newly Added Experiments**

Practical No.	Module No.	Title of the Newly Added Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1					

2					
---	--	--	--	--	--

9.c Practical Activities – PBL Experiments

Practical No.	Module No.	Title of the PBL Experiments	Concepts to be highlighted	CO Map	Audit / Quality (0 to 4)
1	1	Audience in the Presentation		CO1	
2	1	Different designs/fonts/colours		CO1	
3	2	Creation of advertisements using multi-media		CO2	

10. Beyond Syllabus Activities for Gap Mitigation

No.	Type of the Activity	Activities	Details – no of attendees, guest, feedback, mark sheet, report	
1	Interaction with Outside World	Guest Lecture / Workshops		
2		Industrial Visit		
3	Test and Assessments	Class Tests – (other than IA)		
4		Mini Projects	Yes	
5		Pop Quiz		
6		Mobile App Based Quiz		
7		Open Book Test		
8		Take Home Test		
9		Collaborative and Group Activity	Poster Presentation	
10			Minute Papers	
11	Students Seminar			
12	Students Debates		Yes	
13	Panel Discussion / Mock GD		Yes	
14	Mock Interview			
15	Co-curricular Courses	MOOC-NPTEL/Coursera Videos		
16		Value Added Courses		
17		Lecture Capture Usage		

*** Do not delete any activity. Give details for planned events. Write 'NA' for activity Not Planned.**

Consolidated Academic Administration Plan Prepared by (mention all theory teaching faculty names with signature)

Rumeli Sharma

Faculty 1 Name (Sign.)

Faculty 2 Name (Sign.)

Faculty 3 Name (Sign.)

External Industry Mentor (Sign.)

External Academic Mentor (Sign.)

VSIT Cluster Mentor Name (Sign.)

Prof. Anindita Banerji
Head of Dept. (Sign.)

The academic resources available in VSIT –

VMIS (ERP)	V-Refer and V-Live	VSIT Library	VAC & MOOC Courses
Institute & Department Vision and Mission	Former IA question papers and solutions (prepared by faculty)	Former IA question papers solutions - hardcopy	Value Added Courses (VAC) are conducted throughout the semester & in the semester break - Enrol for the VACs
Program Educational Objectives (PEO)	MU end semester examination question papers and solutions (prepared by faculty)	MU end semester exam question paper & solutions - by faculty, hardcopy	
Program Specific Outcome (PSO)	Class notes and Digital Content for the subject (scanned / typed by faculty)	All text books, reference books, e -books mentioned in the syllabus & AAP	Online courses from NPTEL, Coursera etc. are pursued throughout the semester - Register for the course & get certified
Program Outcome (PO)	Comprehensive question bank, EQ, GQ, PPT, Class Test papers	Technical journals and magazines for reference	
Departmental Knowledge Map	Academic Administration Plan & Beyond Syllabus Activity report	VSIT library is member of IIT Bombay Library	Watch former lectures captured in LMS at VSIT

1.a Course Objectives (write in detail – follow NBA guideline in this regard)

Cognitive	What do you want students to know?	Basic functional parts of a CPU Difference between microprocessor and CPU The concept of multi core processors
Affective	What do you want students to think / care about?	Learn to control components of MPU-based system through use of interrupts Basic concepts of assembly language programming Evolution of microprocessor
Behavioural	What do you want students to be able to do?	Solve problems by writing assembly programs in microprocessor 8085 Understand and devise techniques for faster execution of instructions, improve speed of operations and enhance performance of microprocessors

1.b Course Outcome (CO) Statements and Module-Wise Mapping (follow NBA guideline)

CO No.	Statements	Related Module/s
CO1	Understand 8085 Microprocessor Architecture. External pin diagram and pin functions of IC 8085. Understand difference between microprocessor and CPU. Know testing and troubleshooting in memory interfacing circuits.	1
CO2	Increase your proficiency in assembly language	2,3
CO3	gain practical experience in programming	2,3,4
CO4	Learn concepts associated with interfacing a microprocessor to memory and I/O devices	4
CO5	To understand how to control components of computer system through use of hardware and software interrupts	4
CO 6	Will be able to choose best processor for their personal computers and laptops	5

1.c Mapping of COs with POs (mark S: Strong, M: Moderate, W: Weak, Dash '-': not mapped)

	PO 1	PO 2	PO 3	PO 4	PO 5	PO 6	PO 7	PO 8	PO 9	PO 10	PO 11	PO 12
CO 1												
CO 2												
CO 3												
CO 4												
CO 5												

1.d Mapping of COs with PSOs (mark S: Strong, M: Moderate, W: Weak, Dash '-':not mapped)

	PSO 1	PSO 2	PSO 3	PSO 4
CO 1				
CO 2				
CO 3				
CO 4				
CO 5				

1.e Teaching and Examination Scheme (As specified by the University) for the Course

Categories	Mathematics	Computing / IT / Electronics	Humanities & Soft Skill	Social Sciences	Commerce	Management	Multidisciplinary
Tick suitable category		✓					

Subject Code	Subject Name	Teaching Scheme			Credits Assigned			
		Theory	Practical	Tutorial	Theory	TW/Practical	Tutorial	Total
USIT202	Microprocessor Architecture	75	50	--	2	2	--	4

Subject Code	Subject Name	Examination Scheme								
		Theory Marks IA Test				End Sem. Exam Marks	TW	Practical	Oral	Total
		IA 1	IA 2	Average of IA1 and IA2						
USIT202	Microprocessor Architecture	20		20		75	-	50	-	150

1.f Faculty-Wise Distribution of all Lecture-Practical-Tutorial Hours for the Course

Divisions	Lecture (Hrs.)	Practical (Hrs.)				Tutorial (Hrs.)			
		Batch 1	Batch 2	Batch 3	Batch 4	Batch 1	Batch 2	Batch 3	Batch 4
Div 1	3	1.5	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.
Div 2	3	1.5	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.
Div 3	3	1.5	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.
Div F	3	1.5	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.

1.g Office Hours (Faculty will be available in office in this duration for solving students' query)

Division	Day	Time (at least 1 Hr. / Division)	Venue (Office Room No.)
Div 1	Monday	3:00 pm – 4:00 pm	MS Teams
Div 2	Tuesday	3:00 pm – 4:00 pm	MS Teams
Div 3	Wednesday	3:00 pm – 4:00 pm	MS Teams
Div F	Thursday	3:00 pm – 4:00 pm	MS Teams

2.a Syllabus: Module Wise Teaching Hours and % Weightage in University Question Paper

Module No.	Module Title and Brief Details	Teaching Hrs. for each module	% Weightage in University Question Papers
1	Microprocessor, microcomputers, and Assembly Language	8	20
2	Introduction to 8085 Assembly Language Programming	10	20
3	Programming Techniques with Additional Instructions	9	20
4	Code Conversion, BCD Arithmetic, and 16-Bit Data Operations	07	20
5	The Pentium and Pentium Pro microprocessors	06	20
Total		40 hrs	100%

2.b Prerequisite Courses

Sr. No.	Semester	Name of the Course	Topic/s
1	SYJC	Physics	Logic gates and basic Electronics
2	BSc IT Sem I	Digital Electronics	Tri state devices, Multiplexing and Demultiplexing, Logic gates, ALU

2.c Relevance to Future Courses

Sr. No.	Semester	Name of the Course
1	BSc IT Sem IV	Introduction to Embedded Systems
2	BSc IT Sem V	Internet of Things

2.d Real Life Application Mapping – Mention Application from Very Common Day to Day Life

Sr. No.	Real Life Application Mapping with the Course
1	Calculators, Accounting system, Games machine
2	Computers, Mobile phones
3	Traffic light Control
4	Digital Watch, Stopwatch
5	Temperature / Light ambiance Control System

3. Past Results – Division-Wise and Topic-Wise Result Based Analysis

Details	Target -May 2021	Apr 2020	Apr 2019	Apr 2018
Course Passing % – Average of 6 Divisions	100%	100%	96.5%	87.61%
Marks Obtained by Course Topper (marks/100)	100	100	95	94

Year	Division A		Division B		Division C		Division D		Division E		Division F	
	Initials of Teacher	% Result	Initials of Teacher	% Result	Initials of Teacher	% Result	Initials of Teacher	% Result	Initials of Teacher	% Result	Initials of Teacher	% Result
Apr 2020	LAM	100	AKS	100	LAM	100	AKS	100	LAM	100	AKS	100
Apr 2019	LAM	98.21	AKS	100	LAM	91.5	AKS	96.6	LAM	96.2	AKS	97.3
Apr 2018	AKS	98.41	AKS	92.86	LAM	70.49	LAM	79.37	LAM	98.08	AKS	88.89

Topics which affect results negatively	Module Number	Recommendations to overcome these issues & improve result in future
Interfacing	1, 2	Interfacing technics will be explained in the form of demonstration video

4 All the Learning Resources – Books and E-Resources

4.a List of Text Books (T – Symbol for Text Books) to be Referred by Students

Sr. No	Text Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Introduction to microprocessors for engineers and scientist	P K Ghosh P R Sridhar	PHI Learning	2 nd	1-5
2	8-bit microprocessors	V J Vibhute P B Borole	Tech-Max	5 th Revised	1-5

4.b List of Reference Books (R – Symbol for Reference Books) to be Referred by Students

Sr. No	Reference Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Microprocessors Architecture, Programming and Applications with the 8085.	Ramesh Gaonkar	PENRAM	6 th	1-4
2	An Introduction to Microprocessor 8085	D K Kaushik	Dhanpat Rai	3 rd	1-4
3	Intel Microprocessors	Barry B. Brey	PHI	8 th	5
4	SPARC Architecture	Richard Paul	-	2 nd	5

4.c List of E – Books (E – Symbol for E-Books) to be Referred by Students

Sr. No	E- Book Titles	Author/s	Publisher	Edition	Module Nos.
1	The 8085 Microprocessor https://books.google.co.in/books?id=WmWMBe70DhUC&printsec=frontcover&source=gbs_ge_summary_r&cad=0#v=onepage&q&f=false	K Udaya Kumar	Pearson	-	1 – 4
2	The SPARC Architecture Manual	-	SPARC International	8	5
3	Pentium Processor System Architecture https://books.google.co.in/books?id=TVzjEZg1-YC&printsec=frontcover&source=gbs_ge_summary_r&cad=0#v=onepage&q&f=false	Tom Shanley Don Anderson	Mindshare Inc.	2 nd	5
4	Intel® Core™ i7-600, i5-500, i5-400 and i3-300 Mobile Processor Series	-	Intel	1	5

4.d Web Links and Names of Magazines, Journals, E-journals – [VIT is member of IIT Bombay Library]

Refer online journals subscribed in VIT library. You can also access IIT Bombay online library for journals from IITB campus.

Sr. No.	Web-Links and Names of Journals and E-Journals Recommended to Students for this Course	Web-Links and Names of Magazines Recommended to Students for this Course	Module Nos.
1	http://www.iosrjournals.org/iosr-jece/papers/Vol.%2010%20Issue%206/Version-2/C010620914.pdf	https://ieeexplore.ieee.org/document/4333114/	1-4
2	http://research.omicsgroup.org/index.php/Intel_8085	https://ieeexplore.ieee.org/document/712557	1-4
3	http://ijirt.org/master/publishedpaper/IJIRT100604_PAPER.pdf	https://electronicsforu.com/tag/8085	5
4	https://www.sciencedirect.com/science/article/pii/S0745713887900601	https://cacm.acm.org/magazines/2011/5/107702-the-future-of-microprocessors/fulltext	1-4

4.e Module Best Available in – Tick the best resource [from 4.a to 4.d in this AAP] & give details

Module No.	Category (Please Tick Mark) - ✓						Available In VSIT Library?		Details of the Resource (i.e. Name, Chapter & Page No., etc.)
	Book			Magazine	Journals		Y	N	
	Text	Reference	E-Book		Regular	E-Journal			
1		✓					✓		8085 microprocessor – Ramesh Gaonkar
2		✓					✓		8085 microprocessor – Ramesh Gaonkar
3		✓					✓		8085 microprocessor – Ramesh Gaonkar
4		✓					✓		8085 microprocessor – Ramesh Gaonkar
5			✓					✓	The SPARC Architecture Manual

4.f Web Links for Online Notes/YouTube/VSIT Digital Content/VSIT Lecture Capture /NPTEL Videos

Sr. No.	Websites / Links	Module Nos.
1	An overview of Microprocessors - http://nptel.ac.in/courses/108107029/	1-4
2	Addressing Modes in 8085 Microprocessor - https://www.youtube.com/watch?v=1m-jgtGetl4	2
3	8085 Programming Counting and Looping- https://www.youtube.com/watch?v=1d9sSoYYjcA&t=4s	3
4	Interrupt Service Routine in 8085 MPU - https://www.youtube.com/watch?v=pcebFYTateE&t=2s	4
5	Introduction to Pentium - https://www.youtube.com/watch?v=iXZ- uF9m7A	5
6	Digital Content - (https://drive.google.com/open?id=12g2bAen5U97On34v8e8-4mh5JCcVh7V0)	All
7	Different Microprocessors and architectures - http://research.omicsgroup.org/index.php/Intel_8085	All
8	8085 Microprocessor Training kit - http://ijirt.org/master/publishedpaper/IJIRT100604_PAPER.pdf	1-3

4.g Recommended MOOC Courses like Coursera / NPTEL / MIT-OCW / edX etc.

Sr. No.	MOOC Course Link	Course conducted by – Person / University / Institute / Industry	Course Duration	Certificate (Y / N)
1	http://nptel.ac.in/courses/108107029/	NPTEL	Self-pace	Y
2	https://www.coursera.org/learn/digital-systems	Coursera	8-Weeks	Y
3	https://www.udemy.com/course/microprocessor_8085/	Udemy	Self-pace	Y

4.h Recommended Value Added Courses (VAC)

Sr. No.	Name of the Value Added Course	Conducted by – Person / Institute / Industry	Course Duration	Certificate (Y / N)
1	Arduino	Ms. Amraja Shivkar and Ms. Maitreyi Joglekar	32 Hrs	N

4.i Study Material Distributed among Students

Tick if distributed among students					
GQ	Notes	Digital Content	PPT	EQ (updated till the Last Exam)	Other (Write Details)
✓	✓	✓	✓	✓	✓ (Videos)

5. Consolidated Course Lesson Plan

	From (date/month/year)	To (date/month/year)	Total Number of Weeks
Semester Duration	18/01/2021	30/04/2021	14

Week	Lecture no.	Module No.	Lecture Topics / IA 1 and IA 2 / BSA planned to be covered	Activities to be conducted (Quiz, Poll, Viva, Student Presentation, THT, any other)	Teaching Methodology (Power point, Video Clip, Simulation, Flipped Classroom, Group Discussion, any other)	Recommended Prior Viewing / Reading	
						Lecture No. (on LMS)	Chapter No. / Page Nos./ Books/ Web Site
1	1	2	Introduction to 8085 Assembly Language Programming: 8085 hardware / Programming Model	Quiz	Power point, Video Clip		R S Gaonkar Ch 2 (Pg 32-34)
	2	2	Instruction Classification based on length	Quiz	Power point, Group Discussion		R S Gaonkar Ch 2 (Pg 34-46)
	3	2	Introduction to 8085 Instructions: Data Transfer Operations	Quiz	Power point, Simulation		R S Gaonkar Ch 6 (Pg 176-186)
2	4	2	Arithmetic Operations	Poll	Power point, Simulation		R S Gaonkar Ch 6 (Pg 186-196)
	5	2	Logic Operations	Viva	Power point, Group Discussion		R S Gaonkar Ch 6 (Pg 196-200)
	Self Study	2	Steps of Debugging	THT			R S Gaonkar Ch 6 (Pg 225-227)
	6	2	Branch Operation	Viva	Power point, Video Clip		R S Gaonkar Ch 6 (Pg 200-210)
3	7	2	Writing basic Assembly Languages Programs	Poll	Power point, Simulation		R S Gaonkar Ch 6 (Pg 210-220)
	8	2	Writing basic Assembly Languages Programs	Poll	Power point, Simulation		R S Gaonkar Ch 6 (Pg 210-220)
	9	1	Microprocessor, microcomputers, Assembly Language: Introduction	Quiz	Power point, Group Discussion		R S Gaonkar Ch 1 (Pg. 4-13)
4	10	1	Microprocessor Architecture and its operation's	Viva	Power point		R S Gaonkar Ch 1 (Pg. 13-19)
	11	1	Microprocessor Architecture and Microcomputer System:	Viva	Power point		R S Gaonkar Ch 1 (Pg. 20-24)
	Self Study	1	History of Processors and applications	THT			R S Gaonkar Ch 1 (Pg. 24-26)
	12	1	Difference between various Computing systems	Poll	Power point		R S Gaonkar Ch 3 (Pg. 58-63)
5	13	1	Microcontrollers	Poll	Power point		R S Gaonkar Ch 1 (Pg. 4-13)
	14	1	Microprocessor Instruction Set and Computer Languages	Quiz	Power point, Group Discussion		R S Gaonkar Ch 1 (Pg. 13-19)
	15	1	Applications	Viva	Power point, Group Discussion		R S Gaonkar Ch 1 (Pg. 20-26)
6	16	1	8085 Microprocessor unit, 8085-Based Microcomputer	Quiz	Power point		R S Gaonkar Ch 3 (Pg. 58-63)
	17	1	Memory, I/O Devices	THT	Power point		R S Gaonkar Ch 3 (Pg. 63-80)
	18	1	8085 Microprocessor Architecture and Memory Interface: Illustrative example	Viva	Power point, Video Clip		R S Gaonkar Ch 4 (Pg. 96-115)

7	19	3	Programming Techniques with Additional Instructions: Looping, Counting and Indexing	Quiz	Power point, Video Clip	R S Gaonkar Ch 7 (Pg. 228-231)
	20	3	Arithmetic Instruction Related to Memory	Quiz	Power point, Video Clip	R S Gaonkar Ch 7 (Pg. 241-247)
	21	3	16-Bit Arithmetic Instructions	Quiz	Power point, Video Clip	R S Gaonkar Ch 7 (Pg. 236-241)
	Self Study	3	Comparing various arithmetic instruction	THT		R S Gaonkar
8	22	3	Additional Data Transfer instructions	Quiz	Power point, Video Clip	R S Gaonkar Ch 7 (Pg. 232-236)
	23	3	Logic Operations: Rotate left, right Logics Operations: Compare	Quiz	Power point, Video Clip	R S Gaonkar Ch 7 (Pg. 247-261)
	24	3	Counters and Time Delay: Hexadecimal Counter, Mod-10 counter	Quiz	Power point, Video Clip	R S Gaonkar Ch 7 (Pg. 261-288)
9	25	3	Generating Pulse Waveforms Debugging Counter and Time-Delay Programs	THT	Power point, Video Clip	R S Gaonkar Ch 8 (Pg. 288-296)
	26	3	Stacks and Sub-Routines: Stack, Subroutine	Quiz	Power point, Video Clip	R S Gaonkar Ch 9 (Pg. 296-318)
	27	3	Return Instructions, Advanced Subroutine concepts	Viva	Power point, Video Clip	R S Gaonkar Ch 9 (Pg. 315-318)
10	28	4	Code Conversion, BCD Arithmetic, and 16-Bit Data Operations: BCD-to-Binary Conversion,	Quiz	Power point, Group Discussion	R S Gaonkar Ch 10 (Pg. 324-329)
	29	4	Binary-to-BCD Conversion	Quiz	Power point, Video Clip	R S Gaonkar Ch 10 (Pg. 329-333)
	30	4	Binary - ASCII Conversion	THT	Power point, simulation	R S Gaonkar Ch 10 (Pg. 338-346)
11	31	4	Software Development System and Assemblers: Microprocessors-Based Software Development system	Viva	Power point, Group Discussion	R S Gaonkar Ch 11 (Pg. 352-355)
	Self Study	4	Operating System and Programming Tools	THT		R S Gaonkar Ch 11 (Pg. 356-360)
	32	4	Assemblers and Cross-Assemblers,	Viva	Power point, Group Discussion	R S Gaonkar Ch 11 (Pg. 361-367)
	33	4	Interrupts: The 8085 hardware and software Interrupts	Quiz	Power point, Group Discussion	R S Gaonkar Ch 12 (Pg. 376-385)
12	34	4	Additional I/O Concepts and processes	THT	Power point, Group Discussion	R S Gaonkar Ch 12 (Pg. 385-398)
	35	5	The Pentium and Pentium Pro microprocessors: Introduction Special Pentium registers	Poll	Power point, Group Discussion	Barry Brey
	36	5	Memory management	Quiz	Power point	Barry Brey
13	37	5	Core 2 and later Microprocessors: Introduction	Quiz	Power point	Barry Brey
	38	5	Pentium II, Pentium 4	Quiz	Power point	Barry Brey
	39	5	SUN SPARC Microprocessor: Architecture	THT	Power point	Richard Paul
14	Self study	5	comparison in Various Itanium Processors	THT		Barry Brey
	40	5	Revision Session	Viva	Power point	

6. Rubric for Grading and Marking of Term Work (inform students at the beginning of semester)

Lecture + Practical (% Attendance) & Marks	Assignments	Tutorial	Lab / Practical Performance	Lab Journal Assessment	Class Tests (Other than IA)	Other (1) specify	Other (2) specify	Total
Active Participation (10)	3 assignments		Practical Submission (100) Scaled down to 20		5 Test on each unit (10 marks)			30 marks

7. Assignments / Tutorials Details (must attach print out of all questions together with AAP)

Assignment No.	Title of the Assignments / Tutorials	CO Map	Assignments given to Students on	Date of Submission
1	Classification of 8085 instructions	CO1	3 rd Week	5 th Week
2	Counter and time delays using loops	CO2, CO3	8 th Week	9 th Week
3	Interrupts and software development system	CO4, CO5	11 th Week	12 th Week

Analysis of Assignment / Tutorial Questions and Related Resources

Assignment No.	Week No.	Type* (✓)			Module No.	Based on #			Question Type (✓)	
		R	UQ	OBT		Text Book	Reference Book	Other Learning Resource	MU EQ	Thought Provoking
1	4	✓	✓	✓	2	✓	1,2	-	✓	✓
2	8	✓			3	✓	1,2	-	✓	✓
3	11	✓			4	✓	1,2	-	✓	✓

* Tick (✓) the Type of the Assignment: Regular (R); Unannounced Quiz (UQ); Open Book Test for TY/SY/MASTERS (OBT)

Write number for Text book, reference book, other learning resource from this AAP – from Points 4.a to 4.d

8.

Internal Assessment / Other Class Test / Open Book Test (OBT)/Take Home Test (THT) Details

Tests	Test Dates	Module No.	CO Map	IA Question Paper Pattern	Policy
1 st IA Test	Week 6	1 & 2	1, 2, 3	IA 1 (Descriptive) 20 marks (scaled to 7.5)	No IA Re-test
2 nd IA Test	Week 12	3 & 4	4, 5	IA 2 (MCQ + Viva) 20 marks (scaled to 7.5)	IA is a Head of passing *
Pop Quiz	Week 4, 9	1 & 3			
Open Book Test	Week 10, 12	4 & 5			
Take Home Test	Week 1, 7, 12	All		Important EQ to be solved	
Any other test/exams	Week 10, 13	2, 3 & 4		Writing Assembly Language Programs	
Class tests / prelims					
Any other test/exams					

* IA failures will have to appear for re-test in next semester

9.a

Practical Activities – Regular Experiments

Practical No.	Module No.	Title of the Regular Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1		Introduction to 8085 practice kit and simulator. A. Store the data byte 32H into memory location 4000H. B. Exchange the contents of memory locations 2000H and 4000H.	Using simulator, Data Transfer instructions	CO3, CO4	4
2		A. Subtract two 8-bit numbers. B. Subtract the contents of memory location 4001H from the memory location 4000H and place the result in memory location 4002H. C. Add the 16-bit number in memory locations 4000H and 4001H to the 16-bit number in memory locations 4002H and 4003H. The most significant eight bits of the two numbers to be added are in memory locations 4001H and 4003H. Store the result in memory locations 4004H and 4005H with the most significant byte in memory location 4005H. D. Subtract the 16-bit number in memory locations 4002H and 4003H from the 16-bit number in memory locations 4000H and 4001H. The most significant eight bits of the two numbers are in memory locations 4001H and 4003H. Store the result in memory locations 4004H and 4005H with the most significant byte in memory location 4005H.	Arithmetic and Logical instructions, DAA	CO2, CO3, CO4	4

		<p>E. Add the contents of memory locations 40001H and 4001H and place the result in the memory locations 4002H and 4003H.</p> <p>F. Find the 1's complement of the number stored at memory location 4400H and store the complemented number at memory location 4300H.</p> <p>G. Find the 2's complement of the number stored at memory location 4200H and store the complemented number at memory location 4300H.</p>			
3		<p>A. Pack the two unpacked BCD numbers stored in memory locations 4200H and 4201H and store result in memory location 4300H. Assume the least significant digit is stored at 4200H.</p> <p>B. A 2-digit BCD number is stored in memory location 4200H. Unpack the BCD number and store the two digits in memory locations 4300H and 4301H such that memory location 4300H will have lower BCD digit</p>	Rotate instructions, Masking Nibble	CO4, CO5	4
4		<p>A. Write a program to shift an 8-bit data four bits right. Assume that data is in register C.</p> <p>B. Write a Program to shift a 16-bit data 1 bit left. Assume data is in the HL register pair.</p> <p>C. Write a set of instructions to alter the contents of flag register in 8085.</p> <p>D. Write a program to count number of 1's in the contents of D register and store the count in the B register</p>	Rotate Instructions, Stack, Counter		4
5		<p>A. Calculate the sum of series of numbers. The length of the series is in memory location 4200H and the series begins from memory location 4201H. a. Consider the sum to be 8-bit number. So, ignore carries. Store the sum at memory location 4300H. b. Consider the sum to be 16-bit number. Store the sum at memory locations 4300H and 4301H.</p> <p>B. Multiply two 8-bit numbers stored in memory locations 2200H and 2201H by repetitive addition and store the result in memory locations 2300H and 2301H.</p> <p>C. Find the largest number in a block of data. The length of the block is in memory location 2200H and the block itself starts from memory location 2201H. Store the maximum number in memory location 2300H. Assume that the numbers in the block are all 8 bit unsigned binary numbers.</p> <p>D. Find the number of negative elements (most significant bit 1) in a block of data. The length of the block is in memory location 2200H and the block itself begins in memory location 2201H. Store the number of negative elements in memory location 2300H</p>	Setting a Counter and Indexing	CO4, CO5	4

6	<p>A. Calculate the sum of series of even numbers from the list of numbers. The length of the list is in memory location 2200H and the series itself begins from memory location 2201H. Assume the sum to be 16-bit. Store the sum at memory locations 2300H and 2301H.</p> <p>B. Calculate the sum of series of odd numbers from the list of numbers. The length of the list is in memory location 2200H and the series itself begins from memory location 2201H. Assume the sum to be 16-bit. Store the sum at memory locations 2300H and 2301H.</p> <p>C. Find the square of the given numbers from memory location 6100H and store the result from memory location 7000H.</p> <p>D. Add 2 arrays having ten 8-bit numbers each and generate a third array of result. It is necessary to add the first element of array 1 with the first element of array-2 and so on. The starting addresses of array 1, array2 and array3 are 2200H, 2300H and 2400H, respectively</p>	Concept of even and odd, Multiple addition	CO5	4
7	<p>A. Write an assembly language program to separate even numbers from the given list of 50 numbers and store them in the another list starting from 2300H. Assume starting address of 50 number list is 2200H.</p> <p>B. A list of 50 numbers is stored in memory, starting at 6000H. Find number of negative, zero and positive numbers from this list and store these results in memory locations 7000H, 7001H, and 7002H respectively</p> <p>C. Write an assembly language program to generate fibonacci Series.</p> <p>D. Program to calculate the factorial of a number between 0 to 8.</p>	Fibonacci, Factorial	CO5	4
8	<p>A. Write an 8085 assembly language program to insert a string of four characters from the tenth location in the given array of 50 characters.</p> <p>B. Write an 8085 assembly language program to delete a string of 4 characters from the tenth location in the given array of 50 characters.</p>	Memory Array	CO4	4
9	<p>A. Transfer ten bytes of data from one memory to another memory block. Source memory block starts from memory location 2200H whereas destination memory block starts from memory location 2300H.</p> <p>B. Write a simple program to Split a HEX data into two nibbles and store it in memory</p>	Indexing	CO2, CO3	4
10	<p>A. Add two 4-digit BCD numbers in HL and DE register pairs and store result in memory locations, 2300H and 2301H. Ignore carry after 16-bit.</p> <p>B. Subtract the BCD number stored in E register from the number stored in the D register</p>	BCD, DAA	CO1	4

9.b Practical Activities – Newly Added Experiments

Practical No.	Module No.	Title of the Newly Added Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1	3	Write a program to find cube of given set of numbers stored at consecutive 10 memory locations.	Counter	CO2, CO3	4
2	3, 4	Write a program to find if the given 4-byte number is a palindrome.	Compare	CO4, CO5	4

9.c Practical Activities – PBL Experiments

Practical No.	Module No.	Title of the PBL Experiments	Concepts to be highlighted	CO Map	Audit / Quality (0 to 4)
1	1-4	Write an assembly language program to provide required delay for the traffic light signal system	Delay and Loop	CO2 CO3 CO4	4
2	1-4	Write an assembly language program to create a decade/Hex counter	Delay, Loop and BCD	CO2 CO3 CO4	4

10. Beyond Syllabus Activities for Gap Mitigation

Sr. No.	Type of the Activity	Activities	Details – no of attendees, guest, feedback, mark sheet, report
1	Interaction with Outside World	Guest Lecture / Workshops	-
2		Industrial Visit	-
3	Test and Assessments	Class Tests – (other than IA)	Writing Assembly Language Programs
4		Mini Projects	-
5		Pop Quiz	Based on unit 1 and unit 3- Week 4 and 9
6		Mobile App Based Quiz	-
7		Open Book Test	Based on unit 4 and unit 5- Week 10 and 12
8		Take Home Test	Based on Self Study Topics
9	Collaborative and Group Activity	Poster Presentation	-
10		Minute Papers	-
11		Students Seminar	-
12		Students Debates	-
13		Panel Discussion / Mock GD	-
14		Mock Interview	-
15	Co-curricular Courses	MOOC-NPTEL/Coursera Videos	Online training courses in Microprocessor 8085 https://www.udemy.com/course/microprocessor_8085
16		Value Added Courses	Arduino
17		Lecture Capture Usage	✓
18		Bridge Course	A 6-hr Bridge Course in Microprocessor Architecture

*** Do not delete any activity. Give details for planned events. Write 'NA' for activity Not Planned.**

Consolidated Academic Administration Plan Prepared by (mention all theory teaching faculty names with signature)

Ms. Amraja Shivkar
Faculty 1 (Sign.)

Mr. Laxmikant Manchekar
Faculty 2 (Sign.)

External Industry Mentor (Sign.)

External Academic Mentor (Sign.)

Mr. Umesh Koyande
VSIT Cluster Mentor Name (Sign.)

Mr. Umesh Koyande
Head of Dept. (Sign.)

Version 2020-2021

The academic resources available in VSIT –

VMIS (ERP)	V-Refer and V-Live	VSIT Library	VAC & MOOC Courses
Institute & Department Vision and Mission	Former IA question papers and solutions (prepared by faculty)	Former IA question papers solutions - hardcopy	Value Added Courses (VAC) are conducted throughout the semester & in the semester break - Enrol for the VACs
Program Educational Objectives (PEO)	MU end semester examination question papers and solutions (prepared by faculty)	MU end semester exam question paper & solutions - by faculty, hardcopy	
Program Specific Outcome (PSO)	Class notes and Digital Content for the subject (scanned / typed by faculty)	All text books, reference books, e -books mentioned in the syllabus & AAP	Online courses from NPTEL, Coursera etc. are pursued throughout the semester - Register for the course & get certified
Program Outcome (PO)	Comprehensive question bank, EQ, GQ, PPT, Class Test papers	Technical journals and magazines for reference	
Departmental Knowledge Map	Academic Administration Plan & Beyond Syllabus Activity report	VSIT library is member of IIT Bombay Library	Watch former lectures captured in LMS at VSIT

1.a Course Objectives (write in detail – follow NBA guideline in this regard)

Cognitive	What do you want students to know?	Students will be able to understand various methods for solving complex Differential Equations and understand various statistical terminologies.
Affective	What do you want students to think / care about?	Students should adopt the methods in order to minimise the error between theoretical and practical values.
Behavioural	What do you want students to be able to do?	Students will be able to solve the differential equations and apply the various statistical methods in research.

1.b Course Outcome (CO) Statements and Module-Wise Mapping (follow NBA guideline)

CO No.	Statements	Related Module/s
CO1	Understand various Engineering problems, various types of errors which occurs in real life and representation of any function as a series of non-linear coefficients	Unit 1
CO2	Determine the roots of any polynomial and also estimate the future as well as intermediate value depending on the pre-requisite values (Past values)	Unit 2
CO3	Determine the solution of multiple equations and Integrate any linear or non-linear functions within the given intervals.	Unit 3
CO4	Prediction of the future values depending on the present as well as past values and also to optimise the given situation.	Unit 4
CO5	Mapping of a given event into another domain and understand various types distribution to be used in probability	Unit 5

1.c Mapping of COs with POs (mark S: Strong, M: Moderate, W: Weak, Dash '-': not mapped)

	PO 1	PO 2	PO 3	PO 4	PO 5	PO 6	PO 7	PO 8	PO 9	PO 10	PO 11	PO 12
CO 1												
CO 2												
CO 3												
CO 4												
CO 5												

1.d Mapping of COs with PSOs (mark S: Strong, M: Moderate, W: Weak, Dash '-':not mapped)

	PSO 1	PSO 2	PSO 3	PSO 4
CO 1				
CO 2				
CO 3				
CO 4				
CO 5				

1.e Teaching and Examination Scheme (As specified by the University) for the Course

Categories	Mathematics	Computing / IT / Electronics	Humanities & Soft Skill	Social Sciences	Commerce	Management	Multidisciplinary
Tick suitable category	✓						

Subject Code	Subject Name	Teaching Scheme			Credits Assigned			
		Theory	Practical	Tutorial	Theory	TW/Practical	Tutorial	Total
USIT204	Numerical and Statistical Methods	75	50	--	2	2	--	4

Subject Code	Subject Name	Examination Scheme								
		Theory Marks IA Test				End Sem. Exam Marks	TW	Practical	Oral	Total
		IA 1	IA 2	Total of IA1 and IA2	Active Participation					
USIT204	Numerical and Statistical Methods	7.5	7.5	15	10	75	25	50		150

1.f Faculty-Wise Distribution of all Lecture-Practical-Tutorial Hours for the Course

Divisions	Lecture (Hrs.)	Practical (Hrs.)				Tutorial (Hrs.)			
		Batch 1	Batch 2	Batch 3	Batch 4	Batch 1	Batch 2	Batch 3	Batch 4
Div 1	3	1.5	N.A	N.A	N.A	N.A.	N.A.	N.A.	N.A.
Div 2	3	1.5	N.A	N.A	N.A	N.A.	N.A.	N.A.	N.A.
Div 3	3	1.5	N.A	N.A	N.A	N.A.	N.A.	N.A.	N.A.
Div F	3	1.5	N.A	N.A	N.A	N.A.	N.A.	N.A.	N.A.

1.g Office Hours (Faculty will be available in office in this duration for solving students' query)

Division	Day	Time (at least 1 Hr. / Division)	Venue (Office Room No.)
Div 1		3:00 pm – 4:00 pm	MS Teams
Div 2		3:00 pm – 4:00 pm	MS Teams
Div 3		3:00 pm – 4:00 pm	MS Teams
Div F		3:00 pm – 4:00 pm	MS Teams

2.a Syllabus: Module Wise Teaching Hours and % Weightage in University Question Paper

Module No.	Module Title and Brief Details	Teaching Hrs. for each module	% Weightage in University Question Papers
1	Mathematical Problems and Approximations, Truncation Errors	5 hrs	20
2	Solution of Algebraic and Transcendental Equations	9 hrs	20
3	Solution of simultaneous algebraic equations (linear) using iterative methods	8 hrs	20
4	Least Square and Regression Methods	8 hrs	20
5	Random Variables and Distributions	10 hrs	20
* Insert rows for more modules in the Course		Total	40 hrs
			100%

2.b Prerequisite Courses

Sr. No.	Semester	Name of the Course	Topic/s
1	XII	Mathematics	Basic Differentiation and Integration Techniques, Linear Programming
2	B.Sc. IT Sem I	Discrete Mathematics	Probability

2.c Relevance to Future Courses

Sr. No.	Semester	Name of the Course
1	B.Sc. IT Sem IV	Computer Oriented Statistical Methods
2	B.Sc. IT Sem V	Artificial Intelligence

2.d Real Life Application Mapping – Mention Application from Very Common Day to Day Life

Sr. No.	Real Life Application Mapping with the Course
1	Bisection method and Newton-Raphson methods are used to find the roots and fixed points of equations of a particular point in Scientific Non-Programmable Calculator.
2	Mean, Median, Mode and other statistical methods are used in Speech Processing
3	Normal Distribution is used to simulate the real time wireless communication.

3. Past Results – Division-Wise and Topic-Wise Result Based Analysis

Details	Target -May 2021	Apr 2020	Apr 2019	Apr 2018
Course Passing % – Average of 6 Divisions	100%	100%	86.56%	87.24%
Marks Obtained by Course Topper (marks/100)	100	100	96	94

Year	Division A		Division B		Division C		Division D		Division E		Division F	
	Initials of Teacher	% Result	Initials of Teacher	% Result	Initials of Teacher	% Result	Initials of Teacher	% Result	Initials of Teacher	% Result	Initials of Teacher	% Result
Apr 2020	AV	100	PD	100	AV	100	PD	100	PD	100	AV	100
Apr 2019	PD	92.86	AV	85.48	PD	84.75	AV	86.21	PD	79.63	AV	93.55
Apr 2018	AV	96.83	AV	89.90	AV	80.95	GS	87.50	GS	82.14	GS	88.89

Topics which affect results negatively	Module Number	Recommendations to overcome these issues & improve result in future
Secant Method	2	Students need to practise more problems based on this topic.
Formulation and Graphical Solution of LPP	4	Students need to practise more problems based on this topic.

4 All the Learning Resources – Books and E-Resources

4.a List of Text Books (T – Symbol for Text Books) to be Referred by Students

Sr. No	Text Book Titles	Author/s	Publisher	Edition	Module Nos.
1	N.A				

4.b List of Reference Books (R – Symbol for Reference Books) to be Referred by Students

Sr. No	Reference Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Introductory Methods of Numerical Methods	S. S. Shastri	PHI	5 th	2,3
2	Numerical Methods for Engineers	Steven C. Chapra, Raymond P.Canale	Tata Mc Graw Hill	6 th	1,2,4
3	Numerical Analysis	Richard L.Burden, J.Douglas Faires	Cengage Learning	9 th	2-4
4	Fundamentals of Mathematical Statistics	S. C. Gupta, V. K.Kapoor	--	--	5
5	Elements of Applied Mathematics	P.N.Wartikar and J.N.Wartikar	A. V. Griha, Pune	Volume 1 and 2	2-5

4.c List of E – Books (E – Symbol for E-Books) to be Referred by Students

Sr. No	E- Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Online Notes https://www.faadoengineers.com/threads/9680-Numerical-and-statistical-methods-notes-ebook-download-pdf	Vishal Prajapati	Handwritten Notes	-	1-4
2	Numerical and Statistical Methods for Computer Engineering http://gtu-info.com/Subject/2140706/Maths-IV/Numerical and Statistical Methods for Computer Engineering Maths 4/Books	Dr. Manish Goyal	Lakshmi Publications	-	2-5

4.d

Web Links and Names of Magazines, Journals, E-journals – [VIT is member of IIT Bombay Library]

Refer online journals subscribed in VIT library. You can also access IIT Bombay online library for journals from IITB campus.

Sr . No.	Web-Links and Names of Journals and E-Journals Recommended to Students for this Course	Web-Links and Names of Magazines Recommended to Students for this Course	Module Nos.
1	https://www.nist.gov/itl/sed Statistical Engineering Division	http://www.springer.com/mathematics/computationalscience Computational Science Magazine (Springer)	4-5
2	https://global.oup.com/uk/orc/biosciences/maths/reed/01student/numerical_tutorials/ Numerical Methods Tutorial	http://libguides.library.qut.edu.au/tools4eng/journals Journals on Numerical Engineering Methods	2-4
3	www.sciencepublishinggroup.com/j/ajtas American Journal of Theoretical and Applied Statistics	https://www.Computer-Oriented-Numerical-Statistical-Mishra Computer Oriented Numerical Statistical Methods	4-5

4.e

Module Best Available in – Tick the best resource [from 4.a to 4.d in this AAP] & give details

Module No.	Category (Please Tick Mark) - ✓						Available In VSIT Library?		Details of the Resource (i.e. Name, Chapter & Page No., etc.)
	Book			Magazine	Journals		Y	N	
	Text	Reference	E-Book		Regular	E-Journal			
1		✓	✓				✓		Numerical Methods for Engineers, Steven C. Chapra, Raymond P.Canale (Chapter 1, 3, 4)
2		✓	✓				✓		Numerical Methods for Engineers, Steven C. Chapra, Raymond P.Canale (Chapter 5, 6, 18) Introductory Methods of Numerical Analysis S. S. Shastri (Chapter 2, 3)
3		✓	✓				✓		Introductory Methods of Numerical Analysis, S. S. Shastri (Chapter 6, 7, 8)
4		✓	✓				✓		Numerical Methods for Engineers, Steven C. Chapra, Raymond P.Canale (Chapter 15, 17)
5		✓	✓				✓		Fundamentals of Mathematical Statistics , S. C. Gupta, V. K.Kapoor (Chapter 5, 7 and 8)

4.f**Web Links for Online Notes/YouTube/VSIT Digital Content/VIT Lecture Capture/NPTEL Videos**

Students can view lectures by VSIT professors, captured through LMS 'Lecture Capture' in VIT campus for previous years.

No.	Websites / Links	Module Nos.
1	Digital Content (https://drive.google.com/open?id=1sqTfdhBhFsQrvl1GWUuUdzJBxL0W-IWF)	1-5
2	Online Notes and PPTs (www.nptel.ac.in/courses/)	1-5
3	Videos (https://www.khanacademy.org/.../statistics)	4-5
4	Lagrange's Interpolation Formula (https://youtu.be/C1Jiw3Val0)	2
5	Simpson's one third and three eighth integration rule (https://youtu.be/zCCbh9lyd74)	3
6	Normal Distribution and Standard Normal Variate (https://youtu.be/NTTwuslmx1c)	5
7	Error Analysis (https://youtu.be/fROf2j2SoYQ)	1
8	Numerical Integration (https://youtu.be/dxvAAjkd8g)	3
9	Revision on Numerical Analysis (https://youtu.be/mAkXDUiLB3c) (Content starts from 2:44)	2, 3

4.g**Recommended MOOC Courses like Coursera / NPTEL / MIT-OCW / edX etc.**

Sr. No.	MOOC Course Link	Course conducted by – Person / University / Institute / Industry	Course Duration	Certificate (Y / N)
1	https://onlinecourses.nptel.ac.in/noc21_ma07/preview Numerical Methods	NPTEL	4 Weeks	Y (Paid)
2	https://www.mooc-list.com/course/probability-basic-concepts-discrete-random-variables-edx Probability Concepts - Discrete Random Variable	Edx	4 – 6 hours per week	Y (Paid)
3	https://www.mooc-list.com/course/numerical-methods-engineers-saylororg Numerical Methods for Engineers	Saylor Academy	5 weeks	N

4.h**Recommended Value Added Courses (VAC)**

Sr. No.	Name of the Value Added Course	Conducted by – Person / Institute / Industry	Course Duration	Certificate (Y / N)

4.i Study Material Distributed among Students

Tick if distributed among students					
GQ	Notes	Digital Content	PPT	EQ (updated till the Last Exam)	Other (Write Details)
✓	✓	✓	✓	✓	Remedial Sheet, Merit Batch Questions, Videos etc.

5. Consolidated Course Lesson Plan

	From (date/month/year)	To (date/month/year)	Total Number of Weeks
Semester Duration	18/01/2021	30/04/2020	14

Week	Lecture no.	Module No.	Lecture Topics / IA 1 and IA 2 / BSA planned to be covered	Activities to be conducted (Quiz, Poll, Viva, Student Presentation, THT, any other)	Teaching Methodology (Power point, Video Clip, Simulation, Flipped Classroom, Group Discussion, any other)	Recommended Prior Viewing / Reading	
						Lecture No. (on LMS)	Chapter No. / Page Nos./ Books/ Web Site
1	1	2	Induction and Introduction				
	2	2	The bisection method	Quiz, THT	Power point, Writing Pad		Introductory Methods of Numerical Analysis, Ch. 2 (Pg-23)
	3	2	The Regula-falsi method	THT	Power point, Writing Pad		Introductory Methods of Numerical Analysis, Ch. 2 (Pg-37)
2	4	2	The Newton-Raphson Method	Quiz	Power point, Writing Pad		Introductory Methods of Numerical Analysis, Ch. 2 (Pg 28)
	5	2	The Secant Method	THT	Power point, Writing Pad		Introductory Methods of Numerical Analysis, Ch. 2 (Pg 49)
	6	2	Newton's forward diff. interpolation	Quiz, THT	Power point, Writing Pad		Introductory Methods of Numerical Analysis, Ch. 3 (Pg 75)
3	7	2	Newton's backward diff. interpolation	THT	Power point, Writing Pad		Introductory Methods of Numerical Analysis, Ch. 3 (Pg 84)
	8	2	Class Test and Revision	Quiz			
	Self Study	2	Lagrange's Interpolation		Video Clip		Introductory Methods of Numerical Analysis, Ch. 3 (Pg101)
	9	3	Gauss Jordan Method	THT	Power point, Writing Pad		Introductory Methods of Numerical Analysis,

							Ch. 3 (Pg 350)
4	10	3	Gauss Seidel method	THT	Power point, Writing Pad		Introductory Methods of Numerical Analysis, Ch. 9 (Pg 349)
	11	3	Numerical differentiation	THT	Power point, Writing Pad		Introductory Methods of Numerical Analysis, Ch. 6 (Pg 207)
	12	3	Trapezoidal Rule	Quiz	Power point, Writing Pad		Introductory Methods of Numerical Analysis, Ch. 6 (Pg 219)
5	13	3	Simpson's $1/3^{\text{rd}}$, $3/8^{\text{th}}$ rule	Quiz	Power point, Writing Pad		Introductory Methods of Numerical Analysis, Ch. 6 (Pg 221)
	14	3	Taylor series	THT	Power point, Writing Pad		Introductory Methods of Numerical Analysis Ch. 8 (Pg-303)
	15	3	Euler's Method	Quiz, THT	Power point, Writing Pad		Introductory Methods of Numerical Analysis Ch. 8 (Pg-307)
6	16	3	Euler's Modified Method	THT	Power point, Writing Pad		Introductory Methods of Numerical Analysis Ch. 8 (Pg-307)
	17	3	Runge-Kutta Method 4^{th} order D.E.	Quiz, THT	Power point, Writing Pad		Introductory Methods of Numerical Analysis Ch. 8 (Pg-310)
	18	3	Class Test and Revision	Quiz			
	Self Study	3	Runge-Kutta Method for 2^{nd} order D.E		Video Clip		Introductory Methods of Numerical Analysis Ch. 8 (Pg-310)
7	19	4	Linear regression	Quiz, THT	Power point, Writing Pad		Numerical Methods for Engineers Ch. 17 (Pg 454)
	20	4	Polynomial regression	THT	Power point, Writing Pad		Numerical Methods for Engineers Ch. 17 (Pg 470)
	21	4	Multiple linear regression	THT	Power point, Writing Pad		Numerical Methods for Engineers Ch. 17 (Pg 474)
8	22	4	Non-linear regression	THT	Power point, Writing Pad		Numerical Methods for Engineers Ch. 17 (Pg 481)
	23	4	Linear Optimization problem-Formulation	Quiz	Power point, Writing Pad		Numerical Methods for Engineers Ch. 15 (Pg 387)
	24	4	Linear Optimization problem-Formulation	THT	Power point, Writing Pad		Numerical Methods for Engineers Ch. 15 (Pg 387)
	Self Study	4	Graphical Solution of LPP		Video Clip		Numerical Methods for Engineers Ch. 15

							(Pg 387)
9	25	4	Class Test and Revision	Quiz			
	26	5	Discrete & continuous random variable	THT	Power point, Writing Pad		Fundamentals of Mathematical Statistics Ch. 5 (Pg 5.7 & 5.13)
	27	5	Probability density function	THT	Power point, Writing Pad		Fundamentals of Mathematical Statistics Ch. 5 (Pg 5.44)
10	28	5	Probability distribution of r. v.	Quiz	Power point, Writing Pad		Fundamentals of Mathematical Statistics Ch. 5 (Pg 5.1)
	29	5	Variance and Expectation	Quiz	Power point, Writing Pad		Fundamentals of Mathematical Statistics Ch. 6 (Pg 6.1)
	30	5	Uniform distribution	THT	Power point, Writing Pad		Fundamentals of Mathematical Statistics Ch. 8 (Pg 8.1)
11	31	5	Bernoulli distribution	THT	Power point, Writing Pad		Fundamentals of Mathematical Statistics Ch. 7 (Pg 7.1)
	32	5	Binomial distribution	Quiz	Power point, Writing Pad		Fundamentals of Mathematical Statistics Ch. 6 (Pg 7.40)
	33	5	Poisson distribution	THT	Power point, Writing Pad		Fundamentals of Mathematical Statistics Ch. 6 (Pg 7.1)
12	34	5	Application of Normal distribution	Quiz, THT	Power point, Writing Pad		Fundamentals of Mathematical Statistics Ch. 8 (Pg 8.17)
	Self Study	5	Exponential distribution		Video Clip		Fundamentals of Mathematical Statistics Ch. 8 (Pg 8.1)
	35	5	Class Test and Revision	Quiz			
	36	1	A Simple Mathematical Model, Conservation Laws	THT	Power point, Writing Pad		Numerical Methods for Engineers Ch. 1 (Pg 11,18)

13	37	1	Engineering Problems, Significant Figures	THT	Power point, Writing Pad	Numerical Methods for Engineers Ch. 1 (Pg 18, 53)
	38	1	Accuracy and Precision, Error Definitions	Quiz	Power point, Writing Pad	Numerical Methods for Engineers Ch. 3 (Pg 55, 56)
	39	1	Formulation Errors, Data Uncertainty	THT	Power point, Writing Pad	Numerical Methods for Engineers Ch. 3 (Pg 55, 56)
14	40	1	Class Test and Revision	Viva		
	Self Study		The Taylor Series, Error Propagation		Video Clips	Numerical Methods for Engineers Ch. 3 (Pg 55, 56)

6. Rubric for Grading and Marking of Term Work (inform students at the beginning of semester)

Lecture + Practical (% Attendance) & Marks	Assignments	Tutorial	Lab / Practical Performance	Lab Journal Assessment	Class Tests (Other than IA)	Other (1) specify	Other (2) specify	Total
Active Participation (10)	3 Assignments	-	Practical Submission (100 Scaled down to 20)		5 Test on Each Unit	20(IA)	20 (IA)	25

7. Assignments / Tutorials Details (must attach print out of all questions together with AAP)

Assignment No.	Title of the Assignments / Tutorials	CO Map	Assignments given to Students on	Date of Submission
1	Bisection, Newton Raphson, Regula Falsi Methods, Lagrange's	2	3 rd Week	4 th Week
2	Gauss-Jordan, Gauss-Elimination, Simpson 1/3 and 3/8.	3	6 th Week	7 th Week
3	Least Square Regression, and Linear Programming	4	8 th Week	9 th Week

Analysis of Assignment / Tutorial Questions and Related Resources

Assignment No.	Week No.	Type* (✓)			Module No.	Based on #			Question Type (✓)	
		R	UQ	OBT		Text Book	Reference Book	Other Learning Resource	MU EQ	Thought Provoking
1	3	✓	✓		2	N.A	✓		✓	✓
2	6	✓	✓		3	N.A	✓		✓	✓
3	8	✓	✓		4	N.A	✓		✓	✓

* Tick (✓) the Type of the Assignment: Regular (R); Unannounced Quiz (UQ) ; Open Book Test for TY/SY/MASTERS (OBT)

8.

Internal Assessment / Other Class Test / Open Book Test (OBT)/Take Home Test (THT) Details

Write number for Text book, reference book, other learning resource from this AAP – from Points 4.a to 4.d

Tests	Test Dates	Module No.	CO Map	IA Question Paper Pattern	Policy
1 st IA Test	6 th Week	2,3	2,3	IA 1 (Descriptive)20 Marks(Scaled to 7.5)	No IA Re-test
2 nd IA Test	12 th Week	4,5	4,5	IA 2(MCQ+Viva) 20 marks(Scaled to 7.5)	IA is a Head of passing *
Pop Quiz	14 th Week	1	1	N.A	N.A
Open Book Test	13 th Week	2,3,4	2,3,4	Descriptive Question	N.A
Take Home Test	After every Lecture	1 to 5	1 to 5	N.A	N.A
Practical's/ Prelims					
Class Test/ Prelims	Week 3,6,8,12 & 14	1 to 5	1 to 5		
Any Other Test/ Exams					

* IA failures will have to appear for re-test in next semester

9.a

Practical Activities – Regular Experiments

Practical No.	Module No.	Title of the Regular Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1	1	Iterative Calculation	Roots of a quadratic equation, Taylor's Series	1	4
2	2	Solution of algebraic and transcendental equations:	Bisection, Newton-Raphson, Regula-Falsi and Secant Methods	2	4
3	2	Interpolation	Newton's Forward and Backward Interpolation, Lagrange's Interpolation	2	4
4	3	Solving linear system of equations by iterative methods	Gauss-Jordan and Siedel Methods	3	4
5	3	Numerical Differentiation	Programing to obtain derivatives numerically.	3	4
6	3	Numerical Integration	Simpson's 1/3 rd , 3/8 th Rule, Trapezoidal Rule.	3	4

7	3	Solution of differential equations	Euler's and Modified Euler's Method, Runge-Kutta 1 st and 2 nd Order	3	4
8	4	Regression	Linear and Polynomial, multiple linear and non-linear Regression	4	4
9	5	Random variables and distributions	Generate random variables, Binomial distribution, Poisson's Distribution.	5	4
10	5	Distributions	Uniform distribution, Bernoulli distribution, Negative binomial distribution.	5	4

9.b Practical Activities – Newly Added Experiments

Practical No.	Module No.	Title of the Newly Added Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)

9.c Practical Activities – PBL Experiments

Practical No.	Module No.	Title of the PBL Experiments	Concepts to be highlighted	CO Map	Audit / Quality (0 to 4)
1	2	Solution of Algebraic and Transcendental Equation	Bisection Methods, Newton Raphson and Regula Falsi Methods	2	4
2	3	Solving Linear System using iterative methods	Gauss Jordan and Siedel Methods	3	4

10. Beyond Syllabus Activities for Gap Mitigation

Sr. No.	Type of the Activity	Activities	Details – no of attendees, guest, feedback, mark sheet, report
1	Interaction with Outside World	Guest Lecture / Workshops	
2		Industrial Visit	
3	Test and Assessments	Class Tests – (other than IA)	Module 2, 3
4		Mini Projects	
5		Pop Quiz	Module 1
6		Mobile App Based Quiz	
7		Open Book Test	Module 2, 3, 4
8		Take Home Test	Module 1, 2, 3, 4, 5
9	Collaborative and Group Activity	Poster Presentation	
10		Minute Papers	
11		Students Seminar	
12		Students Debates	
13		Panel Discussion / Mock GD	
14		Mock Interview	
15	Co-curricular Courses	MOOC-NPTEL/Coursera Videos	✓
16		Value Added Courses	Bridge Course on Mathematical Fundamentals
17		Lecture Capture Usage	✓

*** Do not delete any activity. Give details for planned events. Write 'NA' for activity Not Planned.**

Consolidated Academic Administration Plan Prepared by (mention all theory teaching faculty names with signature)

Faculty 1: Ms.Sabir M.Shaikh

Faculty 2:Mr. Prabal Deep Das

External Industry Mentor

External Academic Mentor

VSIT Cluster Mentor Name: Mr. Umesh Koyande

Head of Dept. (Sign.)

Version 2020-4

The academic resources available in VSIT –

VMIS (ERP)	V-Refer and V-Live	VSIT Library	VAC & MOOC Courses
Institute & Department Vision and Mission	Former IA question papers and solutions (prepared by faculty)	Former IA question papers solutions - hardcopy	Value Added Courses (VAC) are conducted throughout the semester & in the semester break - Enrol for the VACs
Program Educational Objectives (PEO)	MU end semester examination question papers and solutions (prepared by faculty)	MU end semester exam question paper & solutions - by faculty, hardcopy	
Program Specific Outcome (PSO)	Class notes and Digital Content for the subject (scanned / typed by faculty)	All text books, reference books, e -books mentioned in the syllabus & AAP	Online courses from NPTEL, Coursera etc. are pursued throughout the semester - Register for the course & get certified
Program Outcome (PO)	Comprehensive question bank, EQ, GQ, PPT, Class Test papers	Technical journals and magazines for reference	
Departmental Knowledge Map	Academic Administration Plan & Beyond Syllabus Activity report	VSIT library is member of IIT Bombay Library	Watch former lectures captured in LMS at VSIT

1.a Course Objectives (write in detail – follow NBA guideline in this regard)

Cognitive	What do you want students to know?	Students should gain knowledge about the various tags, javascript and database connectivity syntax.
Affective	What do you want students to think / care about?	Students should think of different and innovative ideas to develop a web page.
Behavioural	What do you want students to be able to do?	Students should be able to implement the knowledge positively for developing online websites.

1.b Course Outcome (CO) Statements and Module-Wise Mapping (follow NBA guideline)

CO No.	Statements	Related Module/s
CO1	To understand various terminologies of Internet, simple application of HTML5	Unit 1
CO2	To design web pages using advanced HTML5	Unit 2
CO3	To design dynamic web pages using JavaScript	Unit 3
CO4	To develop simple, responsive web pages using PHP	Unit 4
CO5	To build web pages using PHP & MySQL	Unit 5

1.c Mapping of COs with POs (mark S: Strong, M: Moderate, W: Weak, Dash '-': not mapped)

	PO 1	PO 2	PO 3	PO 4	PO 5	PO 6	PO 7	PO 8	PO 9	PO 10	PO 11	PO 12
CO 1												
CO 2												
CO 3												

CO 4												
CO 5												

1.d Mapping of COs with PSOs (mark S: Strong, M: Moderate, W: Weak, Dash '--':not mapped)

	PSO 1	PSO 2	PSO 3	PSO 4
CO 1				
CO 2				
CO 3				
CO 4				
CO 5				

1.e Teaching and Examination Scheme (As specified by the University) for the Course

Categories	Mathematics	Computing / IT / Electronics	Humanities & Soft Skill	Social Sciences	Commerce	Management	Multidisciplinary
Tick suitable category		✓					

Subject Code	Subject Name	Teaching Scheme			Credits Assigned			
		Theory	Practical	Tutorial	Theory	TW/Practical	Tutorial	Total
USIT203	Web Programming	75	50	--	2	2	--	4

Subject Code	Subject Name	Examination Scheme							
		Theory Marks IA Test			End Sem. Exam Marks	TW	Practical	Oral	Total
		IA 1	IA 2	Sum of IA1 and IA2					
USIT203	Web Programming	7.5	7.5	15	75	25	50		150

1.f Faculty-Wise Distribution of all Lecture-Practical-Tutorial Hours for the Course

Divisions	Lecture (Hrs.)	Practical (Hrs.)				Tutorial (Hrs.)			
		Batch 1	Batch 2	Batch 3	Batch 4	Batch 1	Batch 2	Batch 3	Batch 4
Div 1	3.00	1.5	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.
Div 2	3.00	1.5	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.
Div 3	3.00	1.5	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.
Div F	3.00	1.5	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.

1.g Office Hours (Faculty will be available in office in this duration for solving students' query)

Division	Day	Time (at least 1 Hr. / Division)	Venue (Office Room No.)
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Div 1, 2 & 3	Friday	3:00 PM – 4:00 PM	MS Teams
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2.a Syllabus : Module Wise Teaching Hours and % Weightage in University Question Paper

Module No.	Module Title and Brief Details	Teaching Hrs. for each module	% Weightage in University Question Papers
1	Internet ,WWW and HTML5	07	20
2	HTML5 and Graphics	09	20
3	Java Script	09	20
4	PHP	08	20
5	Advanced PHP and MySQL	07	20
* Insert rows for more modules in the Course		Total	40
			100

2.b Prerequisite Courses

No.	Semester	Name of the Course	Topic/s
1	I	Interactive Programming	Variables, expressions, operators, control statements, loops.
2			
3			

2.c Relevance to Future Courses

No.	Semester	Name of the Course
1	V	Advance Web Programming
2	V & VI	Project
3		

2.d Real Life Application Mapping – Mention Application from Very Common Day to Day Life

No.	Real Life Application Mapping with the Course
1	Facebook, Wikipedia, Yahoo
2	E-Commerce applications such as eBay, Amazon
3	

3. Past Results – Division-Wise and Topic-Wise Result Based Analysis

Details	Target - March 2021	March 2020	March 2019	March 2018
Course Passing % – Average of 3 Divisions	100%	100%	93.44%	87.62%
Marks Obtained by Course Topper (mark/100)	100	100	98	98

	Division A		Division B		Division C	
Year	Initials of Teacher	% Result	Initials of Teacher	% Result	Initials of Teacher	% Result
March 2020	PDT	100%	PDT	100%	KAG	100%
March 2019	PDT	100%	ND	87.10%	KAG	89.83%
March 2018	PDT	98.3%	SUN	88.46%	BVK	72.22%
March 2017	SBB	91.53%	SBB	94.64%	PBS	87.93%
	Division D		Division E		Division F	
Year	Initials of Teacher	% Result	Initials of Teacher	% Result	Initials of Teacher	% Result
March 2020	KAG	100%	KAG	100%	PDT	100%
March 2019	ND	90.74%	PDT	96.55%	KAG	100%
March 2018	BVK	82.14	KAG	96.15	KAG	96.77
March 2017	PBS	81.82%	KAG	83.05%	KAG	89.29%

Topics which affect results negatively	Module Number	Recommendations to overcome these issues & improve result in future
JavaScript functions, events	III	More Practical implementation
Database Connectivity	V	Demonstration of real applications

4 All the Learning Resources – Books and E-Resources

4.a List of Text Books (T – Symbol for Text Books) to be Referred by Students

Sr. No	Text Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Web Programming	Sweta Chheda	Sheth		I,II,III,IV,V
2	Web Design The Complete Reference	Thomas Powell	Tata McGraw Hill		I,II,III
3	PHP Project for Beginners	SharanamShah, Vaishali Shah	SPD		IV,V
4	Head First HTML 5 programming	Eric Freeman	O'Reilly		I,II

4.b List of Reference Books (R – Symbol for Reference Books) to be Referred by Students

Sr. No	Reference Book Titles	Author/s	Publisher	Edition	Module Nos.
1	HTML 5 step by step	Faithe Wempen	Microsoft Press		I, II

2	PHP 5.1 for Beginners	Ivan Bayross Sharanam Shah,	SPD		IV
3	PHP 6 and MySQL Bible	Steve Suehring, Tim Converse, Joyce Park	Wiley		V
4	JavaScript 2.0: The Complete Reference	Thomas Powell and Fritz	Tata McGraw Hill	II	III

4.c List of E - Books (E – Symbol for E-Books) to be Referred by Students

Sr. No	E- Book Titles	Author/s	Publisher	Edition	Module Nos.
1	http://www.ebook-daraz.com/microsoft-press-html5-step-step-faith-wempen-ebook-free-download/	Faith Wempen	Microsoft Press		I, II
2	https://gamerfancreations.weebly.com/.../mcgraw-hill-javascript-the-complete-reference	Thomas Powell and Fritz	Tata McGraw Hill		III

4.d Web Links and Names of Magazines, Journals, E-journals – [VIT is member of IIT Bombay Library]

Refer online journals subscribed in VIT library. You can also access IIT Bombay online library for journals from IITB campus.

Sr. No.	Web-Links and Names of Journals and E-Journals Recommended to Students for this Course	Web-Links and Names of Magazines Recommended to Students for this Course	Module Nos.
1	Journal of Web Development and Web Designing: http://matjournals.com/Journal-of-Web-Development-and-Web-Designing.html	Webgranth: http://www.webgranth.com/	All
2	International Journal of Web Engineering and Technology: https://www.inderscience.com/jhome.php?jcode=ijwet	Webdesigner Depot: https://www.webdesignerdepot.com/	All
3	Webdevelopersjournal: https://www.webdevelopersjournal.com/	Smashing Magazine — For Web Designers And Developers: https://www.smashingmagazine.com/	All

4.e Module Best Available in - Tick the best resource [from 4.a to 4.d in this AAP] & give details

Module No.	Category (Please Tick Mark) - √						Available In VSIT Library?		Details of the Resource (i.e. Name, Chapter & Page No., etc.)
	Book			Magazine	Journals		Y	N	
	Text	Reference	E-Book		Regular	E-Journal			
1	✓	✓					Y		Web Programming Chapter 1 (T) HTML5 Step by Step Chapter 1 – 9 (R)
2		✓					Y		HTML5 Step by Step Chapter 10-15 (R)
3	✓	✓					Y		Web Programming Chapter 13 (T) JavaScript 2.0: The Complete Reference

									Chapter 1-5, 11 (R)
4	✓	✓					Y		Web Programming Chapter 15 (T) PHP 5.1 for Beginners Chapter 5-7,10-11 (R)
5	✓						Y		Web Programming Chapter 16 (T)

4.f Web Links for Online Notes/YouTube/VIT Digital Content/VIT Lecture Capture/NPTEL Videos

Students can view lectures by VIT professors, captured through LMS 'Lecture Capture' in VIT campus for previous years.

No.	Websites / Links	Module Nos.
1	Digital Content (live.vsit.edu.in)	1-5
2	w3schools.com	1-5
3	HTML: https://www.tutorialspoint.com/html/index.htm Javascript: https://www.tutorialspoint.com/javascript/index.htm PHP: https://www.tutorialspoint.com/php/index.htm	1-5
4	https://nptel.ac.in/courses/106105084/ - Javascript	3
5	Create mysql database, tables and insert data using php functions: https://www.youtube.com/watch?v=5QHBj4brHNM	5
6	Insert Data Into Database from a Form PHP – MySql: https://www.youtube.com/watch?v=78RUale4X0A&t=2s	5
7	Client-Side Image Maps: https://www.youtube.com/watch?v=xUKZ46Kz3n4	1

4.g Recommended MOOC Courses like Coursera / NPTEL / MIT-OCW / edX etc.

Sr. No.	MOOC Course Link	Course conducted by – Person / University / Institute / Industry	Course Duration	Certificate (Y / N)
1	www.spoken-tutorial.org/create_cd_content (PHP & MySQL)	IIT Mumbai	4 Hours	Y
2	https://www.mooc-list.com/course/responsive-website-basics-code-html-css-and-javascript-coursera (HTML5, CSS & JAVASCRIPT)	Coursera	4 Weeks	Y
3	Beginner PHP and MySQL Tutorial	UDEMY	10 hrs.	Y
4	http://bit.ly/2APPjqu (JavaScript)	edX	4 Weeks	Y

4.h Recommended Value Added Courses (VAC)

Sr. No.	Name of the Value Added Course	Conducted by – Person / Institute / Industry	Course Duration	Certificate (Y / N)
1	HTML & CSS for Beginners – Build a Website and Launch		30 hrs.	Y

4.i Study Material Distributed among Students

Tick if distributed among students					
GQ	Notes	Digital Content	PPT	EQ (updated till the Last Exam)	Other (Write Details)
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

5. Consolidated Course Lesson Plan

	From (date/month/year)	From (date/month/year)	Total Number of Weeks
Semester Duration	18/1/2021		14

Week	Lecture no.	Module No.	Lecture Topics / IA 1 and IA 2 / BSA planned to be covered	Activities to be conducted (Quiz, Poll, Viva, Student Presentation, THT, any other)	Teaching Methodology (Power point, Video Clip, Simulation, Flipped Classroom, Group Discussion, any other)	Recommended Prior Viewing / Reading	
						Lecture No. (on LMS)	Chapter No. / Page Nos./ Books/ Web Site
1	1	Unit I	Induction		Power point		Ch1
	2		Internet and WWW: What is Internet? Introduction to internet and its applications, telnet, FTP, Internet service providers, domain name server, internet address	Quiz, Viva	Power point		Ch1
	3		Search engine, web server – apache, IIS, proxy server, HTTP protocol	Viva	Power point, Video Clip		Ch1

	4		HTML 5 Introduction, Why HTML5?	Quiz, Viva	Power point, Video Clip		Ch1, Ch2, Ch3
2	5		using lists and backgrounds	Viva	Power point, Simulation		Ch 4
	6		Creating hyperlinks and anchors, Style sheets	Fill in the blanks, Viva	Power point		Ch 5
	7		CSS formatting text using style sheets, formatting paragraphs using style sheets	THT, Unit Test	Power point, Simulation		Ch 6, Ch 7
	Self - Study		Formatting text by using tags				
	Self - Study		Application of Internet				
	8	Unit II	creating text based navigation bar, creating graphics based navigation bar, creating graphical navigation bar	Quiz, Viva	Power point, Simulation		Ch 8
3	9		creating image map,	Viva	Power point, Simulation		
	10		creating division based layouts: HTML5 semantic tags, creating divisions	Fill in the blanks, Viva	Power point		Ch 10
	11		creating HTML5 semantic layout, positioning and formatting divisions	Poll, Viva	Power point		Ch 10
	12		HTML5 Tables, Forms and Media: Creating tables: creating simple table, specifying the size of the table, specifying the width of the	Quiz, Viva	Power point, Video		Ch 11

			column, formatting tables: applying table borders				
4	13		Applying background and foreground fills, changing cell padding, spacing and alignment, merging table cells, using tables for page layout	Viva	Power point, Flipped Classroom		Ch 13
	14		creating user forms: creating basic form, additional input types in HTML5	Fill in the blanks, Viva	Power point, Simulation		Ch 14
	15		Using check boxes and option buttons, creating lists	Poll, Viva	Power point, Group Discussion		Ch 14
	16		Incorporating sound and video: audio and video in HTML5, HTML multimedia basics, incorporating audio on web page	THT, Unit Test	Power point		Ch 15
5	Self - Study		redirecting to another URL				Ch 14
	Self - Study		embedding video clips				Ch 15
	17	Unit III	Java Script: Introduction, Client-Side JavaScript, Server-Side JavaScript Statements: do...while	Quiz, Viva	Power point, Video clip		Ch 1, 2
	18		if...else , while, Break, comment, continue, delete, new, this, void, export, for, for...in	Viva	Power point, Simulation		Ch 3, 4
	19		function, import, labelled, return	Fill in the blanks, Viva	Power point		Ch 4
	20		switch, with. Core JavaScript (Properties and Methods of Each) : Array, Boolean	Poll, Viva	Power point, Simulation		Ch 5

6	21		Date, Math, Number	Quiz, Viva	Power point, Video clip		Ch 7
	22		String, regExp	Fill in the blanks, Viva	Power point		Ch 7
	23		Document and its associated objects: document, Link, Area, Anchor, Image, Applet, Layer	Quiz, Viva	Power point		Ch 8
	24		Events and Event Handlers : General Information about Events, Defining Event Handlers, event, onAbort, onBlur, onChange, onClick, onDbIcClick, onDragDrop, onError	Quiz, Mini Project	Power point, Group Discussion		Ch 11
7	25		onFocus, onKeyDown, onKeyPress, onKeyUp, onLoad, onMouseDown, onMouseMove, onMouseOut, onMouseOver, onMouseUp, onMove, onReset, onResize, onSelect, onSubmit, onUnload	THT, Unit Test	Power point		Ch 13
	Self - Study		Short-Circuit Evaluation,				
	Self – Study		String Operators, Special Operators, ?: (Conditional operator), , (Comma operator)				
	26	Unit IV	PHP: Why PHP and MySQL? Server-side scripting, PHP syntax and variables, comments, types, control structures	Quiz, Viva	Power point, Video Clip		Ch 15(T)
8	27		Functions, passing information with PHP, GET, POST,	Viva	Power point, Simulation		Ch 15(T)
	28		superglobal arrays	Fill in the blanks,	Power point,		Ch 15(T)

				Viva	Flipped Classroom		
	29		formatting form variables, strings and string functions	Poll, Viva	Power point, Simulation		Ch 15(T)
	30		Arrays, number handling	Quiz, Viva	Power point, Video clip		Ch 15(T)
	31		Regular Expressions	Fill in the blanks, Viva	Power point, Simulation		Ch 15(T)
	32		Branching	Quiz, Viva, Mini Project	Power point, Video clip, Group Discussion		Ch 15(T)
9	33		Looping, termination	THT, Unit Test	Power point, Simulation		Ch 15(T)
	Self – Study		Basic PHP errors/problems				
	34	Unit V	Advanced PHP and MySQL : PHP/MySQL Functions, Integrating web forms	Quiz, Viva	Power point, Video clip		Ch 16(T)
	35		Databases, Displaying queries in tables	Viva	Power point, Simulation		Ch 16(T)
10	36		Building Forms from queries	Fill in the blanks, Viva	Power point, Simulation		Ch 16(T)
	37		Building Forms from queries	Poll, Viva	Power point, Video clip		Ch 16(T)

	38		String	Quiz, Viva, Mini Project	Power point, Group Discussion		Ch 16(T)
	39		Sessions, Cookies	Fill in the blanks, Viva	Power point, Video clip, Simulation		Ch 16(T)
	40		Regular Expressions	THT, Unit Test	Power point, Simulation		Ch 16(T)
	Self – Study		Http, E-Mail				

6. Rubric for Grading and Marking of Term Work (inform students at the beginning of semester)

Lecture + Practical (% Attendance) & Marks	Assignments	Tutorial	Lab / Practical Performance	Lab Journal Assessment	Class Tests (Other than IA)	Class Participation	Other (2) specify	Total
Active Participation(10 M)	3 Assignments	---	Practical Submission (100M) Scaled down to 20M		5 Test on Each Unit (10 M each)			40

7. Assignments / Tutorials Details (must attach print out of all questions together with AAP)

Assignment No.	Title of the Assignments / Tutorials	CO Map	Assignments given to Students on	Date of Submission
1	Applications of Internet, Links and CSS	CO1	Week 2	Week 3

2	Navigation Bar, Semantic tags, Forms	CO2	Week 5	Week 6
3	Operators, Control Statement, Event handling	CO3	Week 8	Week 9

Analysis of Assignment / Tutorial Questions and Related Resources

Assignment No.	Week No.	Type* (√)			Module No.	Based on #			Question Type (√)	
		R	UQ	OBT		Text Book	Reference Book	Other Learning Resource	MU EQ	Thought Provoking
1	2	√			1	4a(1)	4b(1)		√	√
2	5	√			2	4a(2)	4b(1)		√	√
3	8		√		2	4a(2)	4b(1)	√		√
4	10	√			3	4a(1)	4b(4)		√	√
5	11	√		√	3	4a(1)	4b(4)		√	√

* Tick (√) the Type of the Assignment: Regular (R); Unannounced Quiz (UQ) ; Open Book Test for TY/SY/MASTERS (OBT)

Write number for Text book, reference book, other learning resource from this AAP – from Points 4.a to 4.d

8. Internal Assessment / Other Class Test / Open Book Test (OBT)/Take Home Test (THT) Details

Tests	Test Dates	Module No.	CO Map	IA Question Paper Pattern	Policy
1 st IA Test	6 th week	1,2	1,2	IA 1 (Descriptive 20M) (Scaled to 7.5)	No IA Re-test IA is a Head of passing *
2 nd IA Test	12 th week	3,4	3,4	IA 2 (MCQ + Viva) 20 M (Scaled to 7.5)	
Pop Quiz	4 th Week	3	3		
Open Book Test	10 th Week	1	1		

Take Home Test	6 th Week	2	2		
Class tests / prelims					
Class tests / prelims					
Any other test/exams					

* IA failures will have to appear for re-test in next semester

9.a Practical Activities – Regular Experiments

Practical No.	Module No.	Title of the Regular Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1	I	Html and CSS	Text Formatting Tags, Hyperlinks, CSS	CO1	
2	II	Advanced HTML	Imagemaps, Table	CO2	
3	II	Advanced HTML	Form Controls, Multimedia	CO2	
4	III	JavaScript	Javascript controls, functions	CO3	
5	III	Advanced JavaScript	Conditional Statements, loops, Objects, regular expressions	CO3	
6	IV	Basic programs using PHP I	Checking for prime number	CO4	
7	IV	Basic programs using PHP II	Designing a given pyramid	CO4	
8	V	PHP programs with string functions and arrays	Various string functions, one dimensional arrays	CO5	
9	V	PHP & MySQL	Creating a database, inserting some records and fetching them based on some criteria, user authentication	CO5	

9.b Practical Activities – Newly Added Experiments

Practical	Module	Title of the Newly Added Experiments	Concepts to be	CO Map	Audit /
-----------	--------	---	----------------	--------	---------

No.	No.		highlighted		Quality Rate (0 to 4)

9.c Practical Activities – PBL Experiments

Practical No.	Module No.	Title of the PBL Experiments	Concepts to be highlighted	CO Map	Audit / Quality (0 to 4)
1	1-5	Build a web application to schedule appointments	HTML,CSS,Javascript,PHP,MySQL	1-5	

10. Beyond Syllabus Activities for Gap Mitigation

No.	Type of the Activity	Activities	Details – no of attendees, guest, feedback, mark sheet, report
1	Interaction with Outside World	Guest Lecture / Workshops	
2		Industrial Visit	
3	Test and Assessments	Class Tests – (other than IA)	Yes (Unit Test)
4		Mini Projects	Yes
5		Pop Quiz	
6		Mobile App Based Quiz	
7		Open Book Test	Yes
8		Take Home Test	Yes
9	Collaborative and Group Activity	Poster Presentation	Yes
10		Minute Papers	Yes
11		Students Seminar	
12		Students Debates	
13		Panel Discussion / Mock GD	
14	Mock Interview		
15	Co-curricular Courses	MOOC-NPTEL/Coursera Videos	Yes
16		Value Added Courses	Yes
17		Lecture Capture Usage	

* Do not delete any activity. Give details for planned events. Write 'NA' for activity Not Planned.

Consolidated Academic Administration Plan Prepared by (mention all theory teaching faculty names with signature)

Faculty 1 Name (Sign.)

Faculty 2 Name (Sign.)

Faculty 3 Name (Sign.)

External Industry Mentor (Sign.)

External Academic Mentor (Sign.)

VSIT Cluster Mentor Name (Sign.)

Head of Dept. (Sign.)

The academic resources available in VSIT –

VMIS (ERP)	V-Refer and V-Live	VSIT Library	VAC & MOOC Courses
Institute & Department Vision and Mission	Former IA question papers and solutions (prepared by faculty)	Former IA question papers solutions - hardcopy	Value Added Courses (VAC) are conducted throughout the semester & in the semester break - Enrol for the VACs
Program Educational Objectives (PEO)	MU end semester examination question papers and solutions (prepared by faculty)	MU end semester exam question paper & solutions - by faculty, hardcopy	
Program Specific Outcome (PSO)	Class notes and Digital Content for the subject (scanned / typed by faculty)	All text books, reference books, e -books mentioned in the syllabus & AAP	Online courses from NPTEL, Coursera etc. are pursued throughout the semester - Register for the course & get certified
Program Outcome (PO)	Comprehensive question bank, EQ, GQ, PPT, Class Test papers	Technical journals and magazines for reference	
Departmental Knowledge Map	Academic Administration Plan & Beyond Syllabus Activity report	VSIT library is member of IIT Bombay Library	Watch former lectures captured in LMS at VSIT

1.a Course Objectives (write in detail – follow NBA guideline in this regard)

Cognitive	What do you want students to know?	To know the Importance of saving energy and resources.
Affective	What do you want students to think / care about?	To think about the implementation of best practices and various energy efficient techniques.
Behavioural	What do you want students to be able to do?	To apply various techniques to reduce the effect of carbon footprint in their day to day life.

1.b Course Outcome (CO) Statements and Module-Wise Mapping (follow NBA guideline)

CO No.	Statements	Related Module/s
CO1	Understand the relation and impact of environmental perspectives and IT	1
CO2	Use methods and tools to measure energy consumption.	2
CO3	Evaluate effectiveness of IT use in relation to environmental perspectives	3,4
CO 4	To select the hardware and software can facilitate a more sustainable operation.	4
CO5	Use and give an account of standards and certifications related to sustainable IT products	5
CO6	Use of Digital preservation techniques	3,4,5

1.c Mapping of COs with POs (mark S: Strong, M: Moderate, W: Weak, Dash ‘-’: not mapped)

	PO 1	PO 2	PO 3	PO 4	PO 5	PO 6	PO 7	PO 8	PO 9	PO 10	PO 11	PO 12
CO 1												
CO 2												
CO 3												

CO 4												
CO 5												

1.d Mapping of COs with PSOs (mark S: Strong, M: Moderate, W: Weak, Dash '-':not mapped)

	PSO 1	PSO 2	PSO 3	PSO 4
CO 1				
CO 2				
CO 3				
CO 4				
CO 5				

1.e Teaching and Examination Scheme (As specified by the University) for the Course

Categories	Mathematics	Computing / IT / Electronics	Humanities & Soft Skill	Social Sciences	Commerce	Management	Multidisciplinary
Tick suitable category		✓					

Subject Code	Subject Name	Teaching Scheme			Credits Assigned			
		Theory	Practical	Tutorial	Theory	TW/Practical	Tutorial	Total
USIT205	Green computing	05	-	-	2	2		4

Subject Code	Subject Name	Examination Scheme							
		Theory Marks IA Test			End Sem. Exam Marks	TW	Practical	Oral	Total
		IA 1	IA 2	Average of IA1 and IA2					
USIT205	Green computing	20	05	25	75		50		150

1.f Faculty-Wise Distribution of all Lecture-Practical-Tutorial Hours for the Course

Divisions	Lecture (Hrs.)	Practical (Hrs.)				Tutorial (Hrs.)			
		Batch 1	Batch 2	Batch 3	Batch 4	Batch 1	Batch 2	Batch 3	Batch 4
Div 1	3.00	NA	NA	NA	NA	N.A.	N.A.	N.A.	N.A.
Div 2	3.00	NA	NA	NA	NA	N.A.	N.A.	N.A.	N.A.
Div 3	3.00	NA	NA	NA	NA	N.A.	N.A.	N.A.	N.A.
Div F	3.00	NA	NA	NA	NA	N.A.	N.A.	N.A.	N.A.

1.g Office Hours (Faculty will be available in office in this duration for solving students' query)

Division	Day	Time (at least 1 Hr. / Division)	Venue (Office Room No.)
Div 1	Monday	2.00 to 3.00 pm	MS Teams
Div 2	Tuesday	2.00 to 3.00 pm	MS Teams
Div 3	Wednesday	2.00 to 3.00 pm	MS Teams
Div F	Thursday	2.00 to 3.00 pm	MS Teams

2.a Syllabus : Module Wise Teaching Hours and % Weightage in University Question Paper

Module No.	Module Title and Brief Details	Teaching Hrs. for each module	% Weightage in University Question Papers
1	Overview and Issues Current Initiatives and Standards	06	20
2	Minimizing Power Usage Cooling	11	20
3	Changing the Way We Work Going Paperless	08	20
4	Recycling Hardware Considerations	10	20
5	Greening Your Information Systems Staying Green	05	20
* Insert rows for more modules in the Course		Total	40hrs
			100

2.b Prerequisite Courses

No.	Semester	Name of the Course	Topic/s
1	I	Operating system	Introduction to computer fundamentals and basic inter-operations

2.c Relevance to Future Courses

No.	Semester	Name of the Course
1	IV	Software Engineering
2	V	TY B.Sc(IT) project
3	VI	TY B.Sc(IT) project

2.d Real Life Application Mapping – Mention Application from Very Common Day to Day Life

No.	Real Life Application Mapping with the Course
1	Utilization of alternative energy to power various projects
2	Device recycling (Importance of reduce, ,reuse, ,recycle)
3	To create efficient data centre that will house the huge information while minimizing financial, and environmental impact.
4	Reduced energy usage from green computing techniques such as reduction in the fossil fuel used in power plants and transportation.

3. Past Results – Division-Wise and Topic-Wise Result Based Analysis

Details	Target - Apr 2021	Apr 2020	Apr 2019	Apr 2018	Apr 2017
Course Passing % – Average of 3 Divisions	100	100	97.55	100	96
Marks Obtained by Course Topper (mark/100)	98	95	96	94	90

	Division A		Division B		Division C	
Year	Initials of Teacher	% Result	Initials of Teacher	% Result	Initials of Teacher	% Result
APR 2020	MAK	100	ACJ	100	MAK	100
APR 2019	PBH	98.21	ACJ	93.55	PBH	98.31
APR 2018	ACJ	100	ACJ	100	PBH	100
APR2017	ACJ	96.41	ACJ	96.61	ACJ	98.28
	Division D		Division E		Division F	
Year	Initials of Teacher	% Result	Initials of Teacher	% Result	Initials of Teacher	% Result
Apr 2020	ACJ	100	ACJ	100	ACJ	100
APR 2019	ACJ	98.28	PBH	98.15	ACJ	100
APR 2018	PBH	100	PBH	100	ACJ	100
APR2017	NDP	94.55	NDP	91.53	ASR	96.43

Topics which affect results negatively	Module Number	Recommendations to overcome these issues & improve result in future
Hardware Considerations	4	Video Lectures can be conducted

4 All the Learning Resources – Books and E-Resources

4.a List of Text Books (T – Symbol for Text Books) to be Referred by Students

Sr. No	Text Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Green IT	Toby Velte, Anthony Velte, Robert Elsenpeter	McGraw Hill	2008	1-5

4.b List of Reference Books (R – Symbol for Reference Books) to be Referred by Students

Sr. No	Reference Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Green Data Center: Steps for the Journey	Alvin Galea, Michael Schaefer, Mike Ebbers	Shroff Publishers and Distributers	2011	2
2	Green Computing and Green IT Best Practice	Jason Harris	Emereo		3

3	Green Computing Tools and Techniques for Saving Energy, Money and Resources	Bud E. Smith	CRC Press	2014	4
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4.c List of E - Books (E – Symbol for E-Books) to be Referred by Students

Sr. No	E- Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Green IT	Toby Velte, Anthony Velte, Robert Elsenpeter	McGraw Hill	2008	1-5
2	Green Computing and Green IT Best Practice	Jason Harris	Emereo		3
3	Green Computing Tools and Techniques for Saving Energy, Money and Resources	Bud E. Smith	CRC Press	2014	4

4.d Web Links and Names of Magazines, Journals, E-journals – [VIT is member of IIT Bombay Library]

Refer online journals subscribed in VIT library. You can also access IIT Bombay online library for journals from IITB campus.

Sr. No.	Web-Links and Names of Journals and E-Journals Recommended to Students for this Course	Web-Links and Names of Magazines Recommended to Students for this Course	Module Nos.
1	http://ieeexplore.ieee.org/document/7164298 Green Communication & computing network series	https://books.google.co.in/books?id=L_kqs7qfoQ4C&pg Green Accessories	3&1
2	http://ieeexplore.ieee.org/document/8114542 Toward Big Data in Green City	https://statetechmagazine.com/article/2015/02/harness-power-new-processors Harness power with new Processors	2&5
3	http://ieeexplore.ieee.org/document/7785890 Green Industrial Internet Of Things Architecture	https://statetechmagazine.com/article/2012/11/how-state-and-local-agencies-are-going-paperless Going Paperless	1
4	http://ieeexplore.ieee.org/document/7744833 Software Defined Networking Catching And Computing For Green Wireless Networks	https://statetechmagazine.com/article/2013/10/why-state-agencies-are-turning-crm-tools-streamline-productivity CRM	4

4.e Module Best Available in - Tick the best resource [from 4.a to 4.d in this AAP] & give details

Module No.	Category (Please Tick Mark) - √					Available In VIT Library?		Details of the Resource (i.e. Name, Chapter & Page No., etc.)	
	Book			Magazine	Journals		Y		N
	Text	Reference	E-Book		Regular	E-Journal			
1	✓		✓	✓		✓	Y		Pg No 3-19
2	✓	✓	✓	✓		✓	Y		Pg no 45-63
3	✓	✓	✓	✓		✓	Y		Pg No 81-103

4	✓	✓	✓			✓	Y		Pg no127-151
5	✓		✓	✓			Y		Pg no 215-277

4.f Web Links for Online Notes/YouTube/VIT Digital Content/VIT Lecture Capture/NPTEL Videos

Students can view lectures by VIT professors, captured through LMS 'Lecture Capture' in VIT campus for previous years.

No.	Websites / Links	Module Nos.
1	Digital Content	1-5
2	Carbon footprints https://www.youtube.com/watch?v=eCK_9TxR_q0	1
3	Configuration of remote desktop server https://www.youtube.com/watch?v=AkY5ws4X5R4	4

4.g Recommended MOOC Courses like Coursera / NPTEL / MIT-OCW / edX etc.

Sr. No.	MOOC Course Link	Course conducted by – Person / University / Institute / Industry	Course Duration	Certificate (Y / N)
1	Getting Organised and Go paperless with One Note https://www.udemy.com/course/onenote-for-a-better-life/	Udemy	3	Y
2	Water wise irrigation design https://www.udemy.com/course/irrigation-design-step-by-step	Udemy	4	Y
3	Introduction to research methodology And Statistical analysis https://onlinecourses.swayam2.ac.in/nou21_cm03/preview	NPTEL	16 weeks	Y

4.h Recommended Value Added Courses (VAC)

Sr. No.	Name of the Value Added Course	Conducted by – Person / Institute / Industry	Course Duration	Certificate (Y / N)
	NA			

4.i Study Material Distributed among Students

Tick if distributed among students					
GQ	Notes	Digital Content	PPT	EQ (updated till the Last Exam)	Other (Write Details)
✓	✓	✓	✓	✓	

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5. Consolidated Course Lesson Plan

			From (date/month/year)	To (date/month/year)	Total Number of Weeks		
Semester Duration			18/1/2021		12		
Week	Lecture no.	Module No.	Lecture Topics / IA 1 and IA 2 / BSA planned to be covered	Activities to be conducted (Quiz, Poll, Viva, Student Presentation, THT, any other)	Teaching Methodology (Power point, Video Clip, Simulation, Flipped Classroom, Group Discussion, any other)	Recommended Prior Viewing / Reading	
						Lecture No. (on LMS)	Chapter No. / Page Nos./ Books/ Web Site
1	1	1	Problems Toxins, Power Consumption, Equipment Disposal	Poll Quiz	PPT Video clip	1	Green IT Ch 1,(3-18)
	2	1	Carbon Footprint	THT	PPT Usage of online websites will be shown to students for the calculation of carbon foot print.	2	Green IT Ch 1,(3-18)
	3	1	Global Initiatives United Nations Basel Action Network North America, The United States, Canada	Poll Viva	PPT	3	Green IT Ch 2,(19-44)
			Self Study Basel Convention				Green IT Ch 2,(19-44)
	4	1	Rules and regulations Australia , Europe WEEE Directive RoHS National Adoption	Viva Poll	PPT Video clip	4	Green IT Ch 2,(19-44)
		Self Study : Cost Saving techniques				Green IT Ch 2,(19-44)	
2	5	1	Rules and regulations	Poll Viva	PPT	5	Green IT

		Asia, Japan, China, Korea				Ch 2,(19-44)
	6	Introduction to the Project Topic	Class Test-20 Marks	PPT	6	
	7	2 Power Problems Monitoring Power Usage	Quiz Viva	PPT Video clip	7	Green IT CH3(45-62)
	8	2 Monitoring Power Usage	Poll Viva Online Game	PPT	8	Green IT CH3(45-62)
3	9	2 Reducing Power Use Data De-Duplication, Management Bigger Drives	Viva Poll	PPT	9	Green IT CH3(45-62)
		Self Study: Virtualization				Green IT CH3(45-62)
	10	2 Involving Your Utility Company Discussion of the project topics related to power management.	Viva Online game	PPT Group Discussion	10	Green IT CH3(45-62)
	11	2 Components Servers, Computer Settings, Storage Monitors, Power Supplies, Wireless Devices, Software	Quiz Poll	PPT Video	11	Green IT CH3(45-62)
	12	2 Cooling Costs How Much Does Power Cost? Causes of Cost	Poll Problems to Calculate cooling cost	PPT	12	Green IT CH4(63-80)
4	13	2 Calculating Your Cooling Needs Reducing Cooling Costs Economizers, On-Demand Cooling HP's Solution	Viva	PPT	13	Green IT CH4(63-80)
	14	2 Optimizing Airflow Hot Aisle/Cold Aisle, Raised Floors, Cable Management, Vapor Seal Prevent Recirculation of Equipment exhaust Supply Air Directly to heat Sources, Fans ,Humidity	Quiz Poll	PPT Video	14	Green IT CH4(63-80)
	15	2 Adding Cooling Fluid Considerations Discussion of Identifying problem definition for the selected project.	Viva	PPT	15	Green IT CH4(63-80)
		Self-study System Design				Green IT CH4(63-80)
	16	2 Datacenter Design	Quiz Poll	PPT	16	Green IT

			Centralized Control, Design for Your Needs , Put Everything Together				CH4(63-80)
5	17		Discussion on project methodology	Descriptive Test of 20 Marks	PPT Group discussion	17	
	18	3	Rethinking Old Behaviors Starting at the Top , Process Reengineering	Viva	PPT	18	Green IT CH5(81-102)
	19	3	Green in Mind Analyzing the Global Impact of Local action	Quiz	PPT	19	Green IT CH5(81-102)
		3	Self Study: Water recycling				Green IT CH5(81-102)
	20	3	Steps Recycling, Energy, Pollutants Discussion of Methodology of the project.	THT Student presentation	PPT	20	Green IT CH5(81-102)
6	21	3	Teleworkers and Outsourcing Telecommuting, Outsourcing How to Outsource	Quiz Poll	PPT Video Clip	21	Green IT CH5(81-102)
	22	3	Paper and Your Office Practicality, Storage , Destruction	Poll	PPT	22	Green IT CH5(81-102)
	23	3	Going Paperless Organizational Realities , Changing Over ,Paperless Billing, Handheld Computers vs the clip board, Unified Communications	Viva Poll	PPT Video Clip	23	Green IT CH6(103-126)
	24	3	Intranets What to Include, Building an Intranet, Electronic Data Interchange (EDI) Nuts and Bolts	Quiz Poll	PPT Video	24	Green IT CH6(103-126)
			Self Study Microsoft Office SharePoint Server 2007				Green IT CH6(103-126)
7	25	3	Value Added Networks, Advantages, Obstacle	Poster Presentation on "Going Paperless" -20 Marks	PPT Video	25	Green IT CH6(103-126)
	26	4	Problems China, Africa, Materials	Discussion of the case study	PPT	26	Green IT CH7(127-150))
	27	4	Means of Disposal Recycling, Make the Decision	Viva	PPT Video	27	Green IT CH7(127-150))
		4	Self Study				Green IT

			Refurbishing				CH7(127-150))
	28	4	Life Cycle From Cradle to Grave, Life ,Cost Green Design Discussion of findings of the project	Quiz Student presentation	PPT	28	Green IT CH7(127-150))
8	29	4	Recycling Companies Finding the Best One Checklist, Certifications	Poll Quiz	PPT	29	Green IT CH7(127-150))
	30	4	Hard Drive Recycling Consequences How to Clean a Hard Drive Which Method?	Viva	PPT	30	Green IT CH7(127-150))
	31	4	Certification Programs RoHS	THT	PPT	31	Green IT CH7(127-150))
		4	Self Study: EPEAT				Green IT CH7(127-150))
	32	4	Energy Star Computers , Monitors, Printers, Scanners, All-in-ones, Thin Clients	Quiz Poll	PPT Videos	32	Green IT CH7(127-150))
9	33	4	Servers Blade Servers, Consolidation, Products	Poll	PPT	33	Green IT CH7(127-150))
	34	4	Hardware Considerations Planned Obsolescence, Packaging Toxins, Other Factors	Viva	PPT	34	Green IT CH8(151-172)
	35	4	Remote Desktop Using Remote Desktop, Establishing a connection	THT Assignment 1 on Hardware Consideration- 20 Marks	PPT Video	35	Green IT CH8(151-172)
	36	5	Certifications and helpful organizations	Viva	PPT	36	Green IT CH13(255-275)
10	37	5	Initial Improvement Calculations Selecting Metrics, Tracking Progress	Student presentation	PPT Group discussion	37	Green IT CH13(255-275)
	38	5	Improve Technology Infrastructure Reduce PCs and Servers, Shared Services, Hardware Costs, Cooling	Viva	PPT Video	38	Green IT CH13(255-275)
	39	5	Organizational Checkups Chief Green Officer, Evolution, Sell the CEO	Poll	PPT	39	Green IT CH14(277-288)
	40	5	Equipment Checkups Gather Data, Tracking Your Data Baseline Data	Viva, Evaluation of Project-20 Marks	PPT	40	Green IT CH14(277-288)

			Discussion and Conclusion of the project.				
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6. Rubric for Grading and Marking of Term Work (inform students at the beginning of semester)

Lecture + Practical (% Attendance) & Marks	Assignments	Tutorial	Lab / Practical Performance	Lab Journal Assessment	Class Tests (Other than IA)	Other (1) specify	Other (2) specify	Total
75% Attendance, Active Participation – 10 Marks	1	-	Practical Submission (100 Marks) scaled to 20 Marks, Pract Assessment #1 – 10 Marks, Final Pract Exam (Mini-Project presentation + Viva) – 20 Marks		-	IA 1 (Descriptive) - 20 Marks, IA 2 (MCQ + Viva) – 20 Marks Scaled to 15 Marks	-	75

7. Assignments / Tutorials Details (must attach print out of all questions together with AAP)

Assignment No.	Title of the Assignments / Tutorials	CO Map	Assignments given to Students on	Date of Submission
1	Recycling Hardware Considerations	C04,6	8 th Week	9 th Week

Analysis of Assignment / Tutorial Questions and Related Resources

Assignment No.	Week No.	Type* (✓)			Module No.	Based on #			Question Type (✓)	
		R	UQ	OBT		Text Book	Reference Book	Other Learning Resource	MU EQ	Thought Provoking
1	8	✓			4	✓	✓		3	2

* Tick (✓) the Type of the Assignment: Regular (R); Unannounced Quiz (UQ) ; Open Book Test for TY/SY/MASTERS (OBT)

Write number for Text book, reference book, other learning resource from this AAP – from Points 4.a to 4.d

8.**Internal Assessment / Other Class Test / Open Book Test (OBT)/Take Home Test (THT) Details**

Tests	Test Dates	Module No.	CO Map	IA Question Paper Pattern	Policy
1 st IA Test	7 th week	1, 2	1,2	Q1 – 10 Marks Q2 – 10 Marks	No IA Re-test
2 nd IA Test	10 th Week	3, 4	3, 4		IA is a Head of passing *
Pop Quiz	Every Week	1,2,3,4,5	1,2,3,4,5	MS Teams	-
Open Book Test	-	-	-	-	-
Take Home Test	5 th week	2	2	MS Teams	-
Class tests / prelims	3 rd Week	1	1	MS Teams	-
Class tests / prelims					
Any other test/exams					

* IA failures will have to appear for re-test in next semester

9.a**Practical Activities – Regular Experiments**

Practical No.	Module No.	Title of the Regular Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1	1	Project Review	Identifying the problem	C01	
2	2	Project Review	Requirement Gathering	C02	
3	3	Project Review	Comparison with the present Technology	C03 C04	
4	4	Project Review	Specifying the solution for the problem	C04	

9.b**Practical Activities – Newly Added Experiments**

Practical No.	Module No.	Title of the Newly Added Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1	2	Power Management in green computing	Power Management	CO 2	
2	4	Use of hardware/software with energy star label	energy star	CO4	
3	1	Smart E-waste management system	E-waste	CO1	

9.c Practical Activities – PBL Experiments

Practical No.	Module No.	Title of the PBL Experiments	Concepts to be highlighted	CO Map	Audit / Quality (0 to 4)
1	1	Calculating Carbon Footprint	Carbon footprint	CO 1	
2	2	Introduction of online methods for power management	Power management techniques	CO2	
3	3	Implementation of paperless technology in educational institute	Going paperless	CO3	
4	4	Implementation of refurbishing concepts	refurbishing	CO4	

10. Beyond Syllabus Activities for Gap Mitigation

No.	Type of the Activity	Activities	Details – no of attendees, guest, feedback, mark sheet, report
1	Interaction with Outside World	Guest Lecture / Workshops	No
2		Industrial Visit	No
3	Test and Assessments	Class Tests – (other than IA)	Yes
4		Mini Projects	Yes
5		Pop Quiz	Yes
6		Mobile App Based Quiz	
7		Open Book Test	
8		Take Home Test	Yes
9	Collaborative and Group Activity	Poster Presentation	Yes
10		Minute Papers	
11		Students Seminar	
12		Students Debates	

13		Panel Discussion / Mock GD	
14		Mock Interview	
15	Co-curricular Courses	MOOC-NPTEL/Coursera Videos	Yes
16		Value Added Courses	
17		Lecture Capture Usage	Yes

*** Do not delete any activity. Give details for planned events. Write 'NA' for activity Not Planned.** Consolidated Academic Administration Plan Prepared by (mention all theory teaching faculty names with signature)

Akshatha Jain
Faculty 1 Name (Sign.)

Leena Jadhav
Faculty 2 Name (Sign.)

External Industry Mentor (Sign.)

External Academic Mentor (Sign.)

VSIT Cluster Mentor Name (Sign.)

Head of Dept. (Sign.)

The academic resources available in VSIT –

VMIS (ERP)	V-Refer and V-Live	VSIT Library	VAC & MOOC Courses
Institute & Department Vision and Mission	Former IA question papers and solutions (prepared by faculty)	Former IA question papers solutions - hardcopy	Value Added Courses (VAC) are conducted throughout the semester & in the semester break - Enrol for the VACs
Program Educational Objectives (PEO)	MU end semester examination question papers and solutions (prepared by faculty)	MU end semester exam question paper & solutions - by faculty, hardcopy	
Program Specific Outcome (PSO)	Class notes and Digital Content for the subject (scanned / typed by faculty)	All text books, reference books, e -books mentioned in the syllabus & AAP	Online courses from NPTEL, Coursera etc. are pursued throughout the semester - Register for the course & get certified
Program Outcome (PO)	Comprehensive question bank, EQ, GQ, PPT, Class Test papers	Technical journals and magazines for reference	
Departmental Knowledge Map	Academic Administration Plan & Beyond Syllabus Activity report	VSIT library is member of IIT Bombay Library	Watch former lectures captured in LMS at VSIT

1.a Course Objectives (write in detail – follow NBA guideline in this regard)

Cognitive	What do you want students to know?	Gain knowledge about basic Object Oriented programming syntax and semantics to write C++ programs and use concepts such as abstraction, encapsulation, inheritance, polymorphism, etc.
Affective	What do you want students to think / care about?	Understand the fundamentals of object-oriented programming in C++, including defining classes, objects, invoking methods etc. and exception handling mechanisms.
Behavioural	What do you want students to be able to do?	Build command line applications using C++ libraries.

1.b Course Outcome (CO) Statements and Module-Wise Mapping (follow NBA guideline)

CO No.	Statements	Related Module/s
CO1	To understand and design real word object oriented system by considering various OOP principles	Unit 1
CO2	To implement simple programs/applications using C++ programming language	Unit 2
CO3	To design a system by considering Polymorphism as one of the core OOP concepts.	Unit 3
CO4	To develop new system from existing application by considering code reusability	Unit 4
CO5	To develop efficient applications using code minimization and file handling concepts.	Unit 5

1.c Mapping of COs with POs (mark S: Strong, M: Moderate, W: Weak, Dash '-': not mapped)

	PO 1	PO 2	PO 3	PO 4	PO 5	PO 6	PO 7	PO 8	PO 9	PO 10	PO 11	PO 12
CO 1												
CO 2												
CO 3												

CO 4												
CO 5												

1.d Mapping of COs with PSOs (mark S: Strong, M: Moderate, W: Weak, Dash '-':not mapped)

	PSO 1	PSO 2	PSO 3	PSO 4
CO 1				
CO 2				
CO 3				
CO 4				
CO 5				

1.e Teaching and Examination Scheme (As specified by the University) for the Course

Categories	Mathematics	Computing / IT / Electronics	Humanities & Soft Skill	Social Sciences	Commerce	Management	Multidisciplinary
Tick suitable category		✓					

Subject Code	Subject Name	Teaching Scheme			Credits Assigned			
		Theory	Practical	Tutorial	Theory	TW/Practical	Tutorial	Total
USIT201	Object Oriented Programming	75	50	--	2	2	--	4

Subject Code	Subject Name	Examination Scheme							
		Theory Marks IA Test			End Sem. Exam Marks	TW	Practical	Oral	Total
		IA 1	IA 2	Sum of IA1 and IA2					
USIT201	Object Oriented Programming			20	75	5	50		150

1.f Faculty-Wise Distribution of all Lecture-Practical-Tutorial Hours for the Course

Divisions	Lecture (Hrs.)	Practical (Hrs.)				Tutorial (Hrs.)			
		Batch 1	Batch 2	Batch 3	Batch 4	Batch 1	Batch 2	Batch 3	Batch 4
Div 1	3.00	1.50	NA	NA	NA	N.A.	N.A.	N.A.	N.A.
Div 2	3.00	1.50	NA	NA	NA	N.A.	N.A.	N.A.	N.A.
Div 3	3.00	1.50	NA	NA	NA	N.A.	N.A.	N.A.	N.A.
F	3.00	1.50	NA	NA	NA	N.A.	N.A.	N.A.	N.A.

1.g Office Hours (Faculty will be available in office in this duration for solving students' query)

Division	Day	Time (at least 1 Hr. / Division)	Venue (Office Room No.)
Div 1		3.00 to 4.00 pm	MS Teams
Div 2		3.00 to 4.00 pm	MS Teams
Div 3		3.00 to 4.00 pm	MS Teams
Div F		3.00 to 4.00 pm	MS Teams

2.a Syllabus: Module Wise Teaching Hours and % Weightage in University Question Paper

Module No.	Module Title and Brief Details	Teaching Hrs. for each module	% Weightage in University Question Papers
1	Object Oriented Methodology, Principles of OOPS	5	20
2	Classes and Objects, Constructors and Destructors	9	20
3	Polymorphism, Virtual functions	9	20
4	Program Development using Inheritance, Exception Handling	8	20
5	Templates, Working with Files	9	20
* Insert rows for more modules in the Course Total		40	100

2.b Prerequisite Courses

No.	Semester	Name of the Course	Topic/s
1	1	Imperative Programming	ALL

2.c Relevance to Future Courses

No.	Semester	Name of the Course
1	3	Python Programming
2	3	Data Structures
3	4	Core Java
4	5	Advanced web programming, Enterprise Java

2.d Real Life Application Mapping – Mention Application from Very Common Day to Day Life

No.	Real Life Application Mapping with the Course
1	Supermarket Billing System
2	Banking System
3	Students Report Card Generation
4	Book Shop Management System

3. Past Results – Division-Wise and Topic-Wise Result Based Analysis

Details	Target - Apr 2021	Apr 2020	Apr 2019	Apr 2018
Course Passing % – Average of 3 Divisions				82.58
Marks Obtained by Course Topper (mark/100)	100	100	100	97

Year	Division A		Division B		Division C		Division D		Division E		Division F	
	Initials of Teacher	% Result	Initials of Teacher	% Result	Initials of Teacher	% Result	Initials of Teacher	% Result	Initials of Teacher	% Result	Initials of Teacher	% Result
Apr 20	AK	100	AAJ	100	AAJ	99	AK	99	SK	100	SK	100
Apr 19	AK	98.21	LJ	85.48	LJ	96.61	AK	98.28	SK	85.19	SK	100
Apr 18	SS	95.14	LJ	90.16	LJ	82.56	AK	85.56	SK	82.56	SK	100

Topics which affect results negatively	Module Number	Recommendations to overcome these issues & improve result in future
Exception Handling	4	Practical examples and innovative practical questions
Templates	5	Demonstration in real applications
File Handling	5	New practical to be designed

4 All the Learning Resources – Books and E-Resources

4.a List of Text Books (T – Symbol for Text Books) to be Referred by Students

Sr. No	Text Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Object Oriented Programming with C++	E. Balagurusamy	Tata McGraw Hill	4	1-5
2	C++ for Beginners	B.M. Hirwani	SPD	1	1-4

4.b List of Reference Books (R – Symbol for Reference Books) to be Referred by Students

Sr. No	Reference Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Object Oriented Analysis and Design	Timothy Budd	TMH	3	1-5
2	Mastering C++	K R Venugopal, Rajkumar Buyya, T Ravishankar	TMH	2	1-5
3	Effective Modern C++	Scott Meyers	SPD	-	1-5

4.c List of E - Books (E – Symbol for E-Books) to be Referred by Students

Sr. No	E- Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Object-Oriented Programming with C++	A.K. Sharma	Pearson India	I	1,2,3, 4,5
2	An Introduction to Object-Oriented Programming in C++ https://www.springer.com/gp/book/9781447133780	Seed, Graham M.	Springer	I	1,2,3, 4,5

4.d Web Links and Names of Magazines, Journals, E-journals – [VIT is member of IIT Bombay Library]

Refer online journals subscribed in VIT library. You can also access IIT Bombay online library for journals from IITB campus.

Sr. No.	Web-Links and Names of Journals and E-Journals Recommended to Students for this Course	Web-Links and Names of Magazines Recommended to Students for this Course	Module Nos.
1	E-Journals (A-Z) - P K Kelkar Library http://pkklib.iitk.ac.in/index.php/journals/e-journals-a-z/107-journal/119-o	Mastering OOP: A Practical Guide To Inheritance, Interfaces, And Abstract Classes https://www.smashingmagazine.com/2019/11/guide-oop-inheritance-interfaces-abstract-classes/	1-2
2	JOOP - Journal of Object-Oriented Programming https://www.researchgate.net/journal/JOOP-Journal-of-Object-Oriented-Programming-0896-8438	The overflow: https://stackoverflow.blog/2020/09/02/if-everyone-hates-it-why-is-oop-still-so-widely-spread/	1-5

4.e Module Best Available in - Tick the best resource [from 4.a to 4.d in this AAP] & give details

Module No.	Category (Please Tick Mark) - √						Available In VSIT Library?		Details of the Resource (i.e. Name, Chapter & Page No., etc.)
	Book			Magazine	Journals		Y	N	
	Text	Reference	E-Book		Regular	E-Journal			
1	✓		✓						Object Oriented Programming with C++ E. Balagurusamy Page No. 4 to 12 C++ for Beginners B.M. Hirwani Page No. 2 and 3
2	✓	✓	✓						Object Oriented Programming with C++ E. Balagurusamy Page No. 97 to 164 C++ for Beginners B.M. Hirwani Page No. 101 to 126 Object Oriented Analysis and Design Timothy Budd Page No. 47 to 63
3	✓								Object Oriented Programming with C++ E. Balagurusamy Page No. 171 to 187, and 251 to 289
4	✓	✓		✓					Object Oriented Programming with C++ E. Balagurusamy Page No. 201 to 232 and 380 to 392 C++ for Beginners B.M. Hirwani

									Page No. 155 to 200
5	✓								Object Oriented Programming with C++ E. Balagurusamy Page No. 323 to 348 and 359 to 373 C++ for Beginners B.M. Hirwani Page No. 261 to 275 and 309 to 312

4.f Web Links for Online Notes/YouTube/VSIT Digital Content/NPTEL Videos

No.	Websites / Links	Module Nos.
1	Digital Content (live.vsit.edu.in)	1-5
2	YouTube video-C ++ Object Oriented Programming (https://www.youtube.com/watch?v=xnh7ip5gpzc&list=PLVsf4Bjg79DLA5K3GLblwf3baNVFO2Lq)	2
3	NPTEL (http://nptel.ac.in/courses/106105151/) Classes and Objects Constants and Inline Functions Operator Overloading Inheritance Templates	1 2 3 4 5
4	polymorphism in oops- (https://www.youtube.com/watch?v=AbsNVnEh9M)	4

4.g Recommended MOOC Courses like Coursera / NPTEL / MIT-OCW / edX etc.

Sr. No.	MOOC Course Link	Course conducted by – Person / University / Institute / Industry	Course Duration	Certificate (Y / N)
1	Spoken Tutorial	IIT, Bombay	25 Hrs.	Y
2	C++ For C Programmers, Part A (Coursera) (https://www.mooc-list.com/course/c-c-programmers-part-coursera)	Created by:University of California, Santa Cruz, Delivered by:Coursera	20 Hrs.	Y

4.h Recommended Value Added Courses (VAC)

Sr. No.	Name of the Value Added Course	Conducted by – Person / Institute / Industry	Course Duration	Certificate (Y / N)
1	Shell Scripting			

4.i Study Material Distributed among Students

Tick if distributed among students					
GQ	Notes	Digital Content	PPT	EQ (updated till the Last Exam)	Other (Write Details)
✓	✓	✓	✓	✓	

5. Consolidated Course Lesson Plan

	From (date/month/year)	To (date/month/year)	Total Number of Weeks
Semester Duration	18/01/2021		14

Week	Lecture no.	Module No.	Lecture Topics / IA 1 and IA 2 / BSA planned to be covered	Activities to be conducted (Quiz, Poll, Viva, Student Presentation, THT, any other)	Teaching Methodology (Power point, Video Clip, Simulation, Flipped Classroom, Group Discussion, any other)	Recommended Prior Viewing / Reading	
						Lecture No. (on LMS)	Chapter No. / Page Nos./ Books/ Web Site
1	1	1	Subject Induction Unit I Object Oriented Methodology: Introduction, Advantages and Disadvantages of Procedure Oriented Languages	Poll, Viva	Power Point		Text1/1/5
	2	1	What is Object Oriented? What is Object Oriented Development	Quiz, Poll	Power Point, Video clip		Text1/1/6
	3	1	Principles of OOPS: OOPS Paradigm, Basic Concepts of OOPS: Objects, Classes, Data Abstraction and Data Encapsulation	Quiz	Power Point, Group Discussion		Text1/1/10
2	4	1	Inheritance, Polymorphism	Viva, quiz	Power Point, Video clip		Text1/1/8-9
	SS	1	Benefits and applications of oop	-	-		Text1/1/1-6

	SS	1	Message Passing, Dynamic Binding	-	-		Text1/1/ 8-9
	5	1	Classes and Objects:(Simple classes Class specification)	Unit Test	Power Point		Text1/1/ 8-9
	6	2	Classes and Objects: class members accessing) Class test	Poll, Viva	Power Point		
3	7	2	Defining member functions, passing object as an argument	Quiz	Power Point, Video clip		Text1/5/ 90
	8	2	friend classes, Pointer to object	Poll, quiz	Power Point		Text1/5/ 93
	9	2	Array of pointer to object.	Quiz	Power Point, Code blocks		Text1/5/ 114
4	10	2	Constructors and Destructors: Introduction, Parameterized Constructor and examples	Viva	Power Point, Code blocks		Text1/5/ 125
	11	2	Examples on classes and Objects	Student Presentation	Flipped Classroom		Text1/8/ 237
	12	2	Returning object from functions	Poll, Quiz	Power Point, Code blocks		Text1/6/ 130
5	13	2	Default Constructor	Poll, Quiz	Power Point, Code blocks		Text1/6/ 131
	14	2	Destructors POP Quiz	Unit Test	-		
	15	3	Polymorphism, Concept of function overloading	Quiz	Power Point,		-

					Code blocks		
	SS	3	Overloaded operators, overloading unary and binary operators	-	-		Text1/5/94
	SS	3	overloading comparison operator	-	-		Text1/6/131
6	16	3	Data Conversion between objects and basic types, One minute paper	Quiz, poll	Power Point, Video clip		Text1/6/134
	17	4	Program development using Inheritance: Introduction, understanding inheritance,	Quiz	Power Point, Code blocks		Text1/4/80
	18	4	choosing the access specifier, Derived class declaration,	Think Pair and Share	Power Point		Text1/7/154-155
7	19	4	Derived class constructors, class hierarchies, multiple inheritance	Poll, Viva	Power Point		Text1/6/163,156
	20	4	Example on inheritance	Student Presentation	Power Point		
	21	3	Virtual Functions: Introduction	Poll	Code Blocks		
8	22	3	Need of Pure Virtual Functions	One minute paper	Code Blocks		
	23	3	this Pointer , abstract classes	Viva	Power Point, Code blocks		Text1/8/179
	24	3	virtual destructors	Finding Errors	Power Point, Code blocks		Text1/8/181

9	25	3	Overloading arithmetic assignment operator	Quiz	Power Point, Code blocks	Text1/8/180
	26	3	Static Functions, Containership	Viva	Power Point, Code blocks	Text1/8/180, Text1/8/194
	27	3	Discussion, Descriptive Test	Unit Test	Power Point	
10	28	4	Exception Handling Mechanism	Quiz	Power Point	Text1/8/243
	29	4	Concept of throw & catch with example	Quiz, Poll	Code blocks	Text1/8/238
	30	4	Concept of throw & catch with example Take home test	Take home test	Code blocks	Text1/8/206
	ss	4	Advantages provided by inheritance	-	-	Text1/8/249
	SS	4	multilevel inheritance, hybrid inheritance	-	-	Text1/12/319
11	31	4	Discussion	Assignment 1- 20 Marks	Power Point	Text1/12/319
	32	5	Templates: Introduction	Quiz Viva	Power Point, Code blocks	Text1/12/326
	33	5	Templates	Viva, Mini project allocation	Power Point, Code blocks	Text1/12/320
1	34	5	Function Template and examples	Mobile App	Power	Text1/12

2				Based Quiz	Point		/323
	35	5	Class Template and examples	Quiz	Power Point		Text1/11 /286
	36	5	Working with Files: Introduction	Viva	Power Point		Text1/11 /288
	SS	5	File Operations	-	-		Text1/11 /297
	SS	5	Various File Modes	-	-		Text1/11 /296
	37	5	File Pointer and their Manipulation	Poll, Viva	Code blocks, Power Point		Text1/11 /288
	38	5	Various File Modes Examples , Random File Operations	Poll, Viva	Code blocks, Power Point		Text1/11 /296-297
	39	5	Function Template and examples	Poll, Viva	Code blocks, Power Point		Text1/11 /288
	40	5	Discussion on the Mini project.	Viva, Evaluation of Mini Project-20 Marks	Power Point		

6. Rubric for Grading and Marking of Term Work (inform students at the beginning of semester)

Lecture + Practical (% Attendance) & Marks	Assignments	Tutorial	Lab / Practical Performance	Lab Journal Assessment	Class Tests (Other than IA)	Other (1) specify	Other (2) specify	Total
75% Attendance, Active Participation – 10 Marks	1		Practical Submission (100) Scaled down to 20 Pract Assessment #1 – 10 Marks, Final Pract Exam (Mini-Project presentation + Viva) – 20 Marks		5 tests on each unit (10 marks)	IA 1 (Descriptive) - 20 Marks, IA 2 (MCQ + Viva) – 20 Marks		75 marks

					Scaled down to 15 Marks		
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7. Assignments / Tutorials Details (must attach print out of all questions together with AAP)

Assignment No.	Title of the Assignments / Tutorials	CO Map	Assignments given to Students on	Date of Submission
1	Inheritance	4	9 th week	10 th week

Analysis of Assignment / Tutorial Questions and Related Resources

Assignment No.	Week No.	Type* (v)			Module No.	Based on #			Question Type (v)	
		R	UQ	OBT		Text Book	Reference Book	Other Learning Resource	MU EQ	Thought Provoking
4	9	√	√	√	4	√	√	√	√	√

* Tick (v) the Type of the Assignment: Regular (R); Unannounced Quiz (UQ) ; Open Book Test for TY/SY/MASTERS (OBT)

Write number for Text book, reference book, other learning resource from this AAP – from Points 4.a to 4.d

8. Internal Assessment / Other Class Test / Open Book Test (OBT)/Take Home Test (THT) Details

Tests	Test Dates	Module No.	CO Map	IA Question Paper Pattern	Policy
1 st IA Test	7 th week	1, 2	1,2	Q1 – 10 Marks Q2 – 10 Marks	No IA Re-test
2 nd IA Test	10 th Week	3, 4	3, 4		IA is a Head of passing *
Pop Quiz	Every Week	1,2,3,4,5	1,2,3,4,5	MS Teams	-
Open Book Test	-	-	-	-	-
Take Home Test	8 th week	2, 4	2, 4	MS Teams	-
Class tests / prelims	2 nd Week	2	2	MS Teams	-
Class tests / prelims					
Any other test/exams					

* IA failures will have to appear for re-test in next semester

9.a

Practical Activities – Regular Experiments

Practical No.	Module No.	Title of the Regular Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
2	2	a) Design an Employee class for reading and displaying employee information b) Design Student class – Array of Objects c) Design Demo class with methods: readNo(), factorial(), reverseNo(), isPalindrome(), isArmstrong()	Classes and methods	2	
3	2	a) Adding two complex numbers - use of constructor b) class Geometry – Method Overloading c) Class Rectangle - static variable and static function	Constructors and method overloading	2	
4	2	a) Adding two complex numbers b) Adding two different distances (m.cm & ft.in) c) Adding two matrices using two different classes	Using friend functions	2	
5	3	a) Negate a point in three-dimensional space - overload unary operator (-) b) Area of circle - base class function to accept radius and derived class function to calculate and display area c) Add timings of two clock objects - overload operator +	Operator Overloading (using member function and friend function)	3	
6	4	a) Single level Inheritance - using public and private type derivation Area of circle - base class function to accept radius and derived class function to calculate and display area b) Multiple Inheritance – create a class emp_info derived from both employee and emp_union c) Hierarchical Inheritance - create two classes Square and Cube from a class Number	Inheritance	4	
8	3	a) Method overriding - Design a class named Employee and a derived class named ContractEmployee. Override methods get and show	Virtual functions and abstract classes		

		<p>b) Virtual function - Design three classes named Person, Student and Professor. Both Student and Professor must derive from Person class. Include a virtual function named getData() and a pure virtual function named isOutstanding()</p> <p>c) Abstract class - Design an abstract class named Shape with two pure virtual function named findarea() and displaydetails(). Create two classes named Rectangle and Circle and override the virtual functions</p>		3	
9	4	<p>A) String handling String operations for string length and concatenation, string reverse and comparison</p> <p>B) Exception handling for numbers, strings CFile handling</p> <p>a) Count total number of characters, words and lines in a file</p> <p>b) Handle multiple files and file operations - files country and capital</p>	String handling, Exception Handling, File Handling	4	

9.b Practical Activities – Newly Added Experiments

Practical No.	Module No.	Title of the Newly Added Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1	1, 2	<p>a) To check a number is even or odd</p> <p>b) To find a number is prime or not</p> <p>c) To find a number is palindrome or not</p> <p>d) To generate all the prime numbers between 1 and n</p> <p>e) Add two numbers using a method</p>	Basic OOP	1, 2	4
7	4	<p>a) Multi level Inheritance –Create class student, Marks and Result.</p> <p>b) Hybrid Inheritance– Create class student, Marks and Result.</p>	Inheritance	4	4

4

9.c Practical Activities – PBL Experiments

Practical No.	Module No.	Title of the PBL Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
10.	2,4 and 5	<p>1. Super Market Bill Generation</p> <p>2. Housing Society</p> <p>3. Pharmaceutical System</p>	File Handling, Inheritance and Exception		4

		4. Student Mark Sheet Generation 5. Café Billing System	Handling		2, 4, 5
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10. Beyond Syllabus Activities for Gap Mitigation

No.	Type of the Activity	Activities	Details – no of attendees, guest, feedback, mark sheet, report
1	Interaction with Outside World	Guest Lecture / Workshops	Guest Lecture on "Angular JS"
2		Industrial Visit	No
3	Test and Assessments	Class Tests – (other than IA)	Yes, 2 nd Week (Module 1)
4		Mini Projects	Yes, Practical PBL
5		Pop Quiz	Yes, 4 th Week (Module 2)
6		Mobile App Based Quiz	9 th Week (Module 1, 2, 3, 4 and 5)
7		Open Book Test	No
8		Take Home Test	Yes, 8 th Week (Module 2, 4)
7	Collaborative and Group Activity	Poster Presentation	Yes
8		Minute Papers	Yes, 6 th Week (Module 3)
9		Students Seminar	-
10		Students Debates	-
11		Panel Discussion / Mock GD	No
12		Mock Interview	
13	Co-curricular Courses	MOOC- NPTEL/Coursera Videos	Yes, (Module 1, 2, 3, 4 and 5)
14		Value Added Courses	Yes, Shell Scripting
15		Lecture Capture Usage	Yes

*** Do not delete any activity. Give details for planned events. Write 'NA' for activity Not Planned.**

Consolidated Academic Administration Plan Prepared by (mention all theory teaching faculty names with signature)

Dr. Amita Jain

Faculty 1 Name (Sign.)

Ms. Ashwini K.

Faculty 2 Name (Sign.)

External Industry Mentor (Sign)

External Academic Mentor (Sign.)

VSIT Cluster Mentor Name (Sign.)

Head of Dept. (Sign.)

Version 2020-2021

The academic resources available in VSIT –

VMIS (ERP)	V-Refer	VSIT Library	VAC & MOOC Courses
Institute & Department Vision and Mission	Former IA question papers and solutions (prepared by faculty)	Former IA question papers solutions - hardcopy	Value Added Courses (VAC) are conducted throughout the semester & in the semester break - Enrol for the VACs
Program Educational Objectives (PEO)	MU end semester examination question papers and solutions (prepared by faculty)	MU end semester exam question paper & solutions - by faculty, hardcopy	
Program Specific Outcome (PSO)	Class notes and Digital Content for the subject (scanned / typed by faculty)	All text books, reference books, e -books mentioned in the syllabus & AAP	Online courses from NPTEL, Coursera etc. are pursued throughout the semester - Register for the course & get certified
Program Outcome (PO)	Comprehensive question bank, EQ, GQ, PPT, Class Test papers	Technical journals and magazines for reference	
Departmental Knowledge Map	Academic Administration Plan & Beyond Syllabus Activity report	VSIT library is member of IIT Bombay Library	Watch former lectures captured in LMS at VSIT

1.a Course Objectives (write in detail – follow NBA guideline in this regard)

Cognitive	What do you want students to know?	To enhance language proficiency and communication skills, to improve the learners' written language and increase the range of lexical resource through a variety of exercises
Affective	What do you want students to think / care about?	To enable understanding about the importance of proficiency in communication in order to improve career prospects and growth.
Behavioural	What do you want students to be able to do?	To easily correspond in all types of corporate communication.

1.b Course Outcome (CO) Statements and Module-Wise Mapping (follow NBA guideline)

CO No.	Statements	Related Module/s
CO1	To familiarize the learners to various communication technologies used to overcome communication barriers	Unit 1
CO2	To train the students to be comfortable with and know about various types and the importance of group communication	Unit 2
CO3	To enhance written language proficiency in business correspondence	Unit 3
CO4	To acquaint the students with report writing and the various types of reports	Unit 4

1.c Mapping of COs with POs (mark S: Strong, M: Moderate, W: Weak, Dash '-': not mapped)

	PO 1	PO 2	PO 3	PO 4	PO 5	PO 6	PO 7	PO 8	PO 9	PO 10	PO 11	PO 12
CO 1	M	M	S	S	S	S	NA	NA	NA	NA	NA	NA
CO 2	M	M	S	S	S	S	NA	NA	NA	NA	NA	NA
CO 3	M	M	S	S	S	S	NA	NA	NA	NA	NA	NA
CO 4	M	M	S	S	S	S	NA	NA	NA	NA	NA	NA

CO 5	M	M	S	S	S	S	NA	NA	NA	NA	NA	NA
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1.d Mapping of COs with PSOs (mark S: Strong, M: Moderate, W: Weak, Dash ‘-’:not mapped)

	PSO 1	PSO 2	PSO 3	PSO 4
CO 1				
CO 2				
CO 3				
CO 4				
CO 5				

1.e Teaching and Examination Scheme (As specified by the University) for the Course

Categories	Mathematics	Computing / IT / Electronics	Humanities & Soft Skill	Social Sciences	Commerce	Management	Multidisciplinary
Tick suitable category			✓		✓		

Subject Code	Subject Name	Teaching Scheme			Credits Assigned			
		Theory	Practical	Tutorial	Theory	TW/Practical	Tutorial	Total
UBMS204	Business Communication - II	75	-	-	03	0	-1	4

Subject Code	Subject Name	Examination Scheme							
		Theory Marks IA Test			End Sem. Exam Marks	TW	Practical	Oral	Total
		IA 1	IA 2	Sum of IA1 and IA2					
UBMS204	Business Communication - II	20	00	25	75	-	-	-	100

1.f Faculty-Wise Distribution of all Lecture-Practical-Tutorial Hours for the Course

Divisions	Lecture (Hrs.)	Practical (Hrs.)				Tutorial (Hrs.)			
		Batch 1	Batch 2	Batch 3	Batch 4	Batch 1	Batch 2	Batch 3	Batch 4
A	3	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.
B	3	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.
C	3	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.

1.g Office Hours (Faculty will be available in office in this duration for solving students' query)

Division	Day	Time (at least 1 Hr. / Division)	Venue (Office Room No.)
----------	-----	----------------------------------	-------------------------

A	Monday		Staff room
B	Wednesday		Staff room
C	Friday		Staff room

2.a Syllabus: Module Wise Teaching Hours and % Weightage in University Question Paper

Module No.	Module Title and Brief Details	Teaching Hrs. for each module	% Weightage in University Question Papers
1	Presentation Skills	4	25%
2	Group Communication	17	25%
3	Business Correspondence	10	25%
4	Language and Writing Skills	9	25%
* Insert rows for more modules in the Course		Total	40 lectures)
			100%

2.b Prerequisite Courses

No.	Semester	Name of the Course	Topic/s
1	1	Business Communication - I	ALL

2.c Relevance to Future Courses

No.	Semester	Name of the Course
1	VI	Project synopsis writing
2	1	Masters of Management Studies
3		Masters in Business Administration

2.d Real Life Application Mapping – Mention Application from Very Common Day to Day Life

No.	Real Life Application Mapping with the Course
1	Use of communication technologies such as OHP and PowerPoint Presentation
2	Group Discussions, Interviews, Meetings and Conferences
3	Written business correspondence such as letters and reports

3. Past Results – Division-Wise and Topic-Wise Result Based Analysis

Details	Target - Mar 2020	Mar 2019	Mar 2018
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Course Passing % – Average of 3 Divisions	100%	99.48%	95.45
Marks Obtained by Course Topper (mark/100)	80		73

	Division A		Division B		Division C	
Year	Initials of Teacher	% Result	Initials of Teacher	% Result	Initials of Teacher	% Result
Mar 2020	Snehaprabha Katti	100%	Snehaprabha Katti	100%	Snehaprabha Katti	100%
March 2019	Snehaprabha K	100%	Snehaprabha Katti	100%	Snehaprabha Katti	98.44%
Mar 2018	Snehaprabha Katti	95.96%	Snehaprabha Katti	95.96%	Snehaprabha Katti	95.96%
Mar 2017	Rumeli Sharma	95.46%	Snehaprabha Katti	95.46%	Snehaprabha Katti	95.46%

Topics which affect results negatively	Module Number	Recommendations to overcome these issues & improve result in future
Business Correspondence	3	Written practice
Language and Writing Skills	4	Written practice and examples

4 All the Learning Resources – Books and E-Resources

4.a List of Text Books (T – Symbol for Text Books) to be Referred by Students

Sr. No	Text Book Titles	Author/s	Publisher	Edition Year of Publication	Module Nos.
1	Effective Communication	Balan,K.R. and Rayudu C.S.	Beacon New Delhi	1996	All
2.	Business Communication, today	Bovee Courtland,L and Thrill, John V	McGraw Hill, New York, Taxman Publication	1989	All
3.	Modern Business Correspondence	Garlside, L.E.	McDonald and Evans Ltd. Plymouth.	1980	III

4.b List of Reference Books (R – Symbol for Reference Books) to be Referred by Students

Sr. No	Reference Book Titles	Author/s	Publisher	Edition	Module Nos.
1	<i>Business Communication</i>	Meenakshi Raman & Prakash Singh	Oxford University Press		III and IV
2	<i>Professional communication</i>	Aruna Koneru	Tata McGraw Hill		III and IV
3	<i>Business Communication - II</i>	Rhoda A Doctor, Aspi H. Doctor et al	Sheth		ALL

4.c List of E - Books (E – Symbol for E-Books) to be Referred by Students

Sr. No	E- Book Titles	Author/s	Publisher	Edition	Module Nos.
1.	Modern Business, Vol. 12 http://library.umac.mo/ebooks/b31303316.pdf	Harrison McJohnston, A.M	Alexander Hamilton Institute, New York	I	III and IV

4.d

Web Links and Names of Magazines, Journals, E-journals – [VIT is member of IIT Bombay Library]

Refer online journals subscribed in VIT library. You can also access IIT Bombay online library for journals from IITB campus.

Sr. No.	Web-Links and Names of Journals and E-Journals Recommended to Students for this Course	Web-Links and Names of Magazines Recommended to Students for this Course
1	Communication Today	lib.mylibrary.com

4.e

Module Best Available in - Tick the best resource [from 4.a to 4.d in this AAP] & give details

Module No.	Category (Please Tick Mark) - √						Available In VSIT Library?		Details of the Resource (i.e. Name, Chapter & Page No., etc.)
	Book			Maga-zine	Journals		Y	N	
	Text	Reference	E-Book		Regular	E-Journal			
1		✓					✓	Semester II, Sheth Publishers Pvt. Ltd. By Rhoda A. Doctor, Aspi H. Doctor et al	

4.f

Web Links for Online Notes/YouTube/VSIT Digital Content/VIT Lecture Capture/NPTEL Videos

Students can view lectures by VSIT professors, captured through LMS 'Lecture Capture' in VIT campus for previous years.

No.	Websites / Links	Module Nos.
1	Digital Content (live.vsit.edu.in)	1-4
2	PPTs	1-4

4.g

Recommended MOOC Courses like Coursera / NPTEL / MIT-OCW / edX etc.

Sr. No.	MOOC Course Link	Course conducted by – Person / University / Institute / Industry	Course Duration	Certificate (Y / N)
1	Business Communication Crash Course https://www.udemy.com/business-communication-crash-course/	Eleventure Team	60 lectures	Y

4.h

Recommended Value Added Courses (VAC)

Sr. No.	Name of the Value Added Course	Conducted by – Person / Institute / Industry	Course Duration	Certificate (Y / N)
I	Crash In Communication	Institute	10 Hrs	Y

4.i Study Material Distributed among Students

Tick if distributed among students					
GQ	Notes	Digital Content	PPT	EQ (updated till the Last Exam)	Other (Write Details)
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Solutions of the Regular and ATKT Exams written by the Faculty Members-

5. Consolidated Course Lesson Plan

	From (date/month/year)	To (date/month/year)	Total Number of Weeks
Semester Duration	January 18,2021	March 31, 2021	10

Week No.	Lecture no.	Module No.	Lecture Topics / IA 1 and IA 2 / BSA planned to be covered	Actual date of Completion	COs	Recommended Prior Viewing / Reading	
						Lecture No. (on LMS)	Chapter No. / Page Nos./ Books/ Web Site
1	1	I	Presentation – Concept, Principles of effective presentation and delivery of presentations		CO 1		
	2	I	Presentation – Kinesics, Visual Aids ,Audience in the presentation		CO 1		
	3	I	How to make a power point presentation		CO 1		
2	4	II	How to make a power point Presentation Class Test -1		CO 2		
	5	II	Interviews – Concept and Types- Selection /WASP Technique		CO 2		
	6	II	Interviews – Appraisal, Grievance , Exit Interview (Open book Test -Unit I)		CO 2		

3	7	II	Conduct of an Interview , Preparation by an Interviewer and Interviewer P: Interview Technique		CO 2		
	8	II	FAQs in Interview ,Advantages and Disadvantages		CO 2		
	9	II	Group Discussion – Concept , Reasons to conduct, Skills and Importance		CO 2		
4	10	II	Group Discussion- Organising G.D . Do's and Don'ts .		CO 2		
	11	II	G.D		CO 2		
	12	II	G.D		CO 2		
5	13	II	Meeting – Concept, Need and Importance Types and conduct of a meeting		CO 2		
	14	II	Meeting – Group dynamics and role of a chairperson and participants		CO 2		
	15	II	Notice and Agenda		CO 2		
6	16	II	MOM(Minutes of Meeting)		CO 2		
	17	II	Conferences – Concept, Planning, importance and organising a conference		CO 2		
	18	II	Conferences – Modern Methods of conferences- Tele and Video Conferencing		CO 2		
7	19	II	Public Relations-Meaning, Need, Purpose		CO 2		

	20	II	Public Relations- Function , Internal Measures		CO 2		
	21	II	Public Relations- External Measures Class Test -2		CO 2		
8	22	III	Business Correspondence- Letters of Inquiry, Replies		CO 3		
	23	III	Business Correspondence- Letters of Inquiry, Replies		CO 3		
	24	III	Letters of Complaint, Claims		CO 3		
9	25	III	Letters of Complaint, Claims		CO 3		
	26	III	Letters of Adjustments		CO 3		
	27	III	Letters of Adjustments		CO 3		
10	28	III	AIDA and Sales Letters		CO 3		
	29	III	Promotional leaflets/Fliers (Competition)		CO 3		
	30	III	Grievance Letters Letter Writing –THT(Take Home Test)		CO 3		
11	31	III	RTI Letters Class Test 3		CO 3		
	32	IV	Report Writing- Parts, types Feasibility report		CO 4		

	33	IV	Feasibility Report		CO 4		
12	34	IV	Investigative Report		CO 4		
	35	IV	Investigative Report		CO 4		
	36	IV	Summarization		CO 4		
13	37	IV	Summarisation		CO 4		
	38	IV	Summarization Class Test -4		CO 4		
	39		Revision				
	40		Revision s				

6. Rubric for Grading and Marking of Term Work (inform students at the beginning of semester)

Lecture + Practical (% Attendance) & Marks	Assignments	Tutorial	Lab / Practical Performance	Lab Journal Assessment	Class Tests (Other than IA)	Class participation	Other (2) specify	Total
N.A.		N.A.	N.A.	N.A		5		5

7. Assignments / Tutorials Details (must attach print out of all questions together with AAP)

Assignment No.	Title of the Assignments / Tutorials	CO Map	Assignments given to Students on	Date of Submission
----------------	--------------------------------------	--------	----------------------------------	--------------------

1	Assignment 1- 1) State and explain the types of deliveries in presentation, 2) write short notes on – a) Audience analysis b) Use of visual aids in Presentation c) Appearance of the Presenter.	CO1	Week 2	Week 3
2	Assignment 2- State and describe in brief the types of Interviews. (Assignment 2) Describe in detail the role of the Chairperson and the participants during Meeting	CO2	Week 5	Week 6
3	Assignment 3-a) Letters of Inquiry and sales letter	CO3	Week 7	Week 7
4	Assignment 4- Feasibility report (committee report)	CO4	Week 10	Week 10

Analysis of Assignment / Tutorial Questions and Related Resources

Assignment No.	Week No.	Type* (√)			Module No.	Based on #			Question Type (√)	
		R	UQ	OBT		Text Book	Reference Book	Other Learning Resource	MU EQ	Thought Provoking
1	Week 2	<input checked="" type="checkbox"/>			1				<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
2	Week 5				2				<input checked="" type="checkbox"/>	
3	Week 7				3				<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
4	Week 9				4				<input checked="" type="checkbox"/>	

* Tick (√) the Type of the Assignment: Regular (R); Unannounced Quiz (UQ) ; Open Book Test for TY/SY/MASTERS (OBT)

Write number for Text book, reference book, other learning resource from this AAP – from Points 4.a to 4.d

8.

Internal Assessment / Other Class Test / Open Book Test (OBT)/Take Home Test (THT) Details

Tests	Test Dates	Module No.	CO Map	IA Question Paper Pattern	Policy
1 st IA Test	December end or Mid of January	I and II		Q1 – MCQ - 10 Marks Q2 – 1 numerical 5 Marks Q3 – 1 numerical 5 Marks 20 marks each for IA 1 & 2	No IA Re-test IA is a Head of passing *
2 nd IA Test					
Pop Quiz	January	II	CO2	N.A	
Open Book Test	February	II	CO2		

Take Home Test	March	III	CO3		
Class tests / prelims	January	II	CO2	N.A	
Debate		II	CO2	N.A	
Poster Competition	March	II	CO3		

* IA failures will have to appear for re-test in next semester

Internal Evaluation Pattern

Sr. No.	Criteria	Evaluation	Subject wise Marking Scheme			Mark
			Subject 1	Subject 2	Other Subjects	
1.	Attendance					20
2.	Unit wise class Test	20 MCQ (20*0.5 mark* 4 test)				40
3.	Midterm	Descriptive Exam				20
4.	Individual Presentation		20	-	-	20
5.	Mini Project - Group	Content + Presentation (5/6 in a group)	-	20	-	
6.	Handwritten Assignment	4 per subjects	-	-	20	
Total Mark						100
Final Internal Mark = Total Mark / 4						Your Mark

9.a Practical Activities – Regular Experiments

Practical No.	Module No.	Title of the Regular Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1		Presentation	Effective Power Point presentation, oral presentation and persuasive strategies	CO1	N.A.
2		Mock Interview	Preparing students for interviews	CO2	N.A
3		Group Discussion	Conversation Skills and analytic ability	CO2	N.A
4		Trade Letters	Written corporate communication	CO1	N.A

9.b Practical Activities – Newly Added Experiments

Rumeli Sharma
VSIT Cluster Mentor Name (Sign.)

Sandip Kahandekar
Head of Dept. (Sign.)

Version 2020-21

The academic resources available in VSIT –

VMIS (ERP)	V-Refer and V-Live	VSIT Library	VAC & MOOC Courses
Institute & Department Vision and Mission	Former IA question papers and solutions (prepared by faculty)	Former IA question papers solutions - hardcopy	Value Added Courses (VAC) are conducted throughout the semester & in the semester break - Enrol for the VACs
Program Educational Objectives (PEO)	MU end semester examination question papers and solutions (prepared by faculty)	MU end semester exam question paper & solutions - by faculty, hardcopy	
Program Specific Outcome (PSO)	Class notes and Digital Content for the subject (scanned / typed by faculty)	All text books, reference books, e -books mentioned in the syllabus & AAP	Online courses from NPTEL, Coursera etc. are pursued throughout the semester - Register for the course & get certified
Program Outcome (PO)	Comprehensive question bank, EQ, GQ, PPT, Class Test papers	Technical journals and magazines for reference	
Departmental Knowledge Map	Academic Administration Plan & Beyond Syllabus Activity report	VSIT library is member of IIT Bombay Library	Watch former lectures captured in LMS at VSIT

1.a Course Objectives (write in detail – follow NBA guideline in this regard)

Cognitive	What do you want students to know?	Basic concepts of auditing, types of audit, detection of errors and frauds, auditing process and how to conduct internal audit
Affective	What do you want students to think / care about?	To know various auditing techniques to be applied in real life applications
Behavioural	What do you want students to be able to do?	To analyse the financial statements and apply auditing process to identify any loopholes and connect with practical applications of Auditing.

1.b Course Outcome (CO) Statements and Module-Wise Mapping (follow NBA guideline)

CO No.	Statements	Related Module/s
CO1	To learn principles of auditing	Unit 1
CO2	To learn audit planning and procedures	Unit 2
CO3	To know various techniques available for effective audit of organisation	Unit 3
CO4	To effectively carry out internal audit	Unit 4

1.c Mapping of COs with POs (mark S: Strong, M: Moderate, W: Weak, Dash '-': not mapped)

	PO 1	PO 2	PO 3	PO 4	PO 5	PO 6	PO 7	PO 8	PO 9	PO 10	PO 11	PO 12
CO 1												
CO 2												
CO 3												
CO 4												
CO 5												

1.d Mapping of COs with PSOs (mark S: Strong, M: Moderate, W: Weak, Dash '-':not mapped)

	PSO 1	PSO 2	PSO 3	PSO 4
CO 1				
CO 2				
CO 3				
CO 4				
CO 5				

1.e Teaching and Examination Scheme (As specified by the University) for the Course

Categories	Mathematics	Computing / IT / Electronics	Humanities & Soft Skill	Social Sciences	Commerce	Management	Multidisciplinary
Tick suitable category					✓		

Subject Code	Subject Name	Teaching Scheme			Credits Assigned			
		Theory	Practical	Tutorial	Theory	TW/Practical	Tutorial	Total
	Auditing - I	75	-	-	3	-	-	3

Subject Code	Subject Name	Examination Scheme							
		Theory Marks IA Test			End Sem. Exam Marks	TW	Practical	Oral	Total
		IA 1	IA 2	Sum of IA1 and IA2					
	Auditing - I	20	05	25	75	-	-	-	100

1.f Faculty-Wise Distribution of all Lecture-Practical-Tutorial Hours for the Course

Divisions	Lecture (Hrs.)	Practical (Hrs.)				Tutorial (Hrs.)			
		Batch 1	Batch 2	Batch 3	Batch 4	Batch 1	Batch 2	Batch 3	Batch 4
BAF	3	NA	NA	NA	NA	NA	NA	NA	NA

1.g Office Hours (Faculty will be available in office in this duration for solving students' query)

Division	Day	Time (at least 1 Hr. / Division)	Venue (Office Room No.)
A,B & C	Friday	12.30 pm to 1.30 pm	Staff Room

2.a Syllabus : Module Wise Teaching Hours and % Weightage in University Question Paper

Module No.	Module Title and Brief Details	Teaching Hrs. for each module	% Weightage in University Question Papers

1	Introduction to Auditing	10	25
2	Audit planning, procedures and documentation	11	25
3	Auditing Techniques	11	25
4	Internal Audit	8	25
* Insert rows for more modules in the Course		Total	40
			100

2.b Prerequisite Courses

No.	Semester	Name of the Course	Topic/s
1	-	-	-

2.c Relevance to Future Courses

No.	Semester	Name of the Course
1	III	Audit Techniques and procedure
2	IV	Company audit, IT and Auditing

2.d Real Life Application Mapping – Mention Application from Very Common Day to Day Life

No.	Real Life Application Mapping with the Course
1	Critically evaluate the audit process and the need for financial report audits.
2	Apply the concepts of good corporate governance and ethical business practice and their significance for the auditor

3. Past Results – Division-Wise and Topic-Wise Result Based Analysis

Details	Target – March 2021	March 2020	March 2019	March 2018
Course Passing % – Average of 3 Divisions	100%	99.49%	95%	95%
Marks Obtained by Course Topper (mark/100)				

Year	Division A		Division B		Division C	
	Initials of Teacher	% Result	Initials of Teacher	% Result	Initials of Teacher	% Result
March 2020	AJP	100	AJP	100	SIN	98.44
March 2019	GNS	96.45	GNS	95.23	GNS	95.47

March 2018	KCM	96.45	KCM	95.23	PAN	95.47
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Topics which affect results negatively	Module Number	Recommendations to overcome these issues & improve result in future

4 All the Learning Resources – Books and E-Resources

4.a List of Text Books (T – Symbol for Text Books) to be Referred by Students

Sr. No	Text Book Titles	Author/s	Publisher	Edition	Module Nos.

4.b List of Reference Books (R – Symbol for Reference Books) to be Referred by Students

Sr. No	Reference Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Auditing – Principles and Practice	Ravinder Kumar	PHI	3rd	1 and 2
2	Auditing & Assurance	Ainapure			3 and 4
3					

4.c List of E - Books (E – Symbol for E-Books) to be Referred by Students

Sr. No	E- Book Titles	Author/s	Publisher	Edition	Module Nos.
1	https://www.icaew.com/library/library-collection/ebooks/auditing				All
2	https://www.cakart.in/blog/audit-and-assurance-basics-by-ca-kamal-garg-free-pdf-ebook/				All

4.d Web Links and Names of Magazines, Journals, E-journals – [VIT is member of IIT Bombay Library]

Refer online journals subscribed in VIT library. You can also access IIT Bombay online library for journals from IITB campus.

Sr. No.	Web-Links and Names of Journals and E-Journals Recommended to Students for this Course	Web-Links and Names of Magazines Recommended to Students for this Course	Module Nos.
1	http://journals.sagepub.com/home/jaf	https://www.outlookindia.com/outlookmoney/archive/advantage-auditors-	I, II
2	http://onlinelibrary.wiley.com/journal/10.1111/(ISSN)1099-1123	https://www.iiaindia.org/periodicals	II, IV

4.e **Module Best Available in - Tick the best resource [from 4.a to 4.d in this AAP] & give details**

Module No.	Category (Please Tick Mark) - √						Available In VSIT Library?		Details of the Resource (i.e. Name, Chapter & Page No., etc.)
	Book			Magazine	Journals		Y	N	
	Text	Reference	E-Book		Regular	E-Journal			
1		✓					✓		Auditing – Principles and Practices
2		✓					✓		Auditing – Principles and Practices
3		✓					✓		Auditing – Principles and Practices
4		✓					✓		Auditing – Principles and Practices

4.f **Web Links for Online Notes/YouTube/VIT Digital Content/VIT Lecture Capture/NPTEL Videos**

Students can view lectures by VIT professors, captured through LMS 'Lecture Capture' in VIT campus for previous years.

No.	Websites / Links	Module Nos.
1		
2		

4.g **Recommended MOOC Courses like Coursera / NPTEL / MIT-OCW / edX etc.**

Sr. No.	MOOC Course Link	Course conducted by – Person / University / Institute / Industry	Course Duration	Certificate (Y / N)
1				

4.h **Recommended Value Added Courses (VAC)**

Sr. No.	Name of the Value Added Course	Conducted by – Person / Institute / Industry	Course Duration	Certificate (Y / N)
1				

4.i **Study Material Distributed among Students**

Tick if distributed among students					
GQ	Notes	Digital Content	PPT	EQ (updated till the Last Exam)	Other (Write Details)
✓ <input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	✓ <input type="checkbox"/>	<input type="checkbox"/>	

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5. Consolidated Course Lesson Plan

	From (date/month/year)	From (date/month/year)	Total Number of Weeks
Semester Duration	18/01/2021		15

Week	Lecture no.	Module No.	Lecture Topics / IA 1 and IA 2 / BSA planned to be covered	Actual date of Completion	COs	Recommended Prior Viewing / Reading	
						Lecture No. (on LMS)	Chapter No. / Page Nos./ Books/ Web Site
1	1	1	Basics Financial Statements, Users of Financial Information, Definition of Auditing, Objectives of Auditing				
	2		Detection of Frauds and Errors, Inherent Limitations of Audit				
	3		Errors and Frauds Concepts, Reasons and Circumstances, Types of Errors - Commission, Omission, Principle and Compensating,				
2	4		Types of Frauds, Risk of Fraud and Error in Audit, Auditor's Duties and Responsibilities in Respect of Fraud				
	5		Principles of Audit Integrity, Objectivity, Independence, Confidentiality, Skills and Competence, Materiality and Work Performed by Others				
	6		Types of Audit: Meaning, Advantages and Disadvantages of Balance Sheet Audit				
3	7		Interim Audit, Continuous Audit, Concurrent Audit, Annual Audit				
	8		Miscellaneous Advantages of Independent Audit, Qualities of Auditors,				
	9		Auditing Vs Accounting, Auditing Vs Investigation, View the Concept True and Fair				
4	10		Accounting Concepts Relevant to Auditing Materiality, Going Concern				
	11	2	Audit Planning Meaning, Objectives, Factors to be Considered,				
	12		Sources of Obtaining Information, Discussions with Client, Overall Audit Plan				
5	13		Audit Programme Meaning, Factors to be Considered				
	14		Advantages, Disadvantages, Overcoming Disadvantages				

	15		Instruction before Commencing Works of Audit, Overall Audit Approach				
6	16		Audit working Papers Meaning, Importance,				
	17		Factors Determining Form and Contents, Main Functions / Importance, Features,				
	18		Contents of Permanent Audit File, Temporary Audit File, Ownership, Custody,				
7	19		Access of Other Parties to Audit Working Papers,				
	20		Auditors Lien on Working Papers, Auditors Lien on Client's Books				
	21		Audit Notebook Meaning, Structure, Contents				
8	22	3	Auditing Techniques - Test Check Test Checking Vs Routing Checking,				
	23		Test Check Meaning, Features, Factors to be Considered				
	24		Advantages, Disadvantages and Precautions.				
9	25		Audit Sampling Audit Sampling, Meaning, Purpose,				
	26		Factors in Determining Sample Size Sampling Risk, Tolerable Error and Expected Error				
	27		Methods of Selecting Sample Items Evaluation of Sample Results, Auditors Liability in Conducting Audit based on Sample				
10	28		Internal Control Meaning and Purpose, Review of Internal Control, Advantages				
	29		Auditors Duties in internal control, Review of Internal Control, Inherent Limitations of Internal Control				
	30		Internal Control Samples for Sales and Debtors				
11	31		Internal controls samples for Purchases and Creditors, Wages and Salaries				
	32		Internal Checks Vs Internal Control, Internal Checks Vs Test Checks, Internal Checks Vs Internal Audit				
	33	4	Internal Audit – Meaning, Definition				
12	34		Principles of Establishing Internal Audit				
	35		Objectives of Internal Audit				
	36		Evaluation of Internal Audit				
13	37		Internal Audit by Statutory Auditor,				
	38		Usefulness of Internal Audit				
	39		Internal Audit v/s External Audit,				
14	40		Internal Checks v/s Internal Audit				

6. Rubric for Grading and Marking of Term Work (inform students at the beginning of semester)

Lecture + Practical (% Attendance) & Marks	Assignments	Tutorial	Lab / Practical Performance	Lab Journal Assessment	Class Tests (Other than IA)	Class participation	Other (2) specify	Total
						05 marks		

7. Assignments / Tutorials Details (must attach print out of all questions together with AAP)

Assignment No.	Title of the Assignments / Tutorials	CO Map	Assignments given to Students on	Date of Submission
1	Assignment 1 = Find out types of audit observed by retail outlets or small company		4 th week	5 th week
2	Questions Based on unit 2		7 th week	8 th week
3	Questions Based on unit 3		10 th week	11 th week
4	Questions Based on unit 4		12 th week	13 th week

Analysis of Assignment / Tutorial Questions and Related Resources

Assignment No.	Week No.	Type* (✓)			Module No.	Based on #			Question Type (✓)	
		R	UQ	OBT		Text Book	Reference Book	Other Learning Resource	MU EQ	Thought Provoking
1	4 th				1			✓		✓
2	7 th	✓			2		✓	✓	✓	✓
3	10 th	✓			3		✓	✓	✓	✓
4	12 th	✓			4		✓		✓	

* Tick (✓) the Type of the Assignment: Regular (R); Unannounced Quiz (UQ); Open Book Test for TY/SY/MASTERS (OBT)

Write number for Text book, reference book, other learning resource from this AAP – from Points 4.a to 4.d

8. Internal Assessment / Other Class Test / Open Book Test (OBT)/Take Home Test (THT) Details

Tests	Test Dates	Module No.	CO Map	IA Question Paper Pattern	Policy
1 st IA Test		1 and 2		Q1 – MCQ - 10 Marks Q2 – 1 numerical 5 Marks	No IA Re-test

2 nd IA Test				Q3 – 1 numerical 5 Marks 20 marks each for IA 1 & 2	IA is a Head of passing *
Pop Quiz		3 rd			
Open Book Test		3 rd			
Take Home Test		4 th			
Class tests / prelims					
Class tests / prelims					
Any other test/exams					

* IA failures will have to appear for re-test in next semester

9.a Practical Activities – Regular Experiments

Practical No.	Module No.	Title of the Regular Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1					
2					

9.b Practical Activities – Newly Added Experiments

Practical No.	Module No.	Title of the Newly Added Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1					

9.c Practical Activities – PBL Experiments

Practical No.	Module No.	Title of the PBL Experiments	Concepts to be highlighted	CO Map	Audit / Quality (0 to 4)
1					

10. Beyond Syllabus Activities for Gap Mitigation

No.	Type of the Activity	Activities	Details – no of attendees, guest, feedback, mark sheet, report
1	Interaction with Outside World	Guest Lecture / Workshops	
2		Industrial Visit	
3	Test and Assessments	Class Tests – (other than IA)	Yes
4		Mini Projects	
5		Pop Quiz	
6		Mobile App Based Quiz	Yes
7		Open Book Test	Yes
8		Take Home Test	Yes
9	Collaborative and Group Activity	Poster Presentation	Yes
10		Minute Papers	
11		Students Seminar	Yes
12		Students Debates	
13		Panel Discussion / Mock GD	
14		Mock Interview	
15	Co-curricular Courses	MOOC-NPTEL/Coursera Videos	Yes
16		Value Added Courses	
17		Lecture Capture Usage	

*** Do not delete any activity. Give details for planned events. Write 'NA' for activity Not Planned.**

Consolidated Academic Administration Plan Prepared by (mention all theory teaching faculty names with signature)

Ajaykumar.P

Faculty 1 Name (Sign.)

Faculty 2 Name (Sign.)

Faculty 3 Name (Sign.)

External Industry Mentor (Sign.)

VSIT Cluster Mentor Name (Sign.)

External Academic Mentor (Sign)

Head of Dept. (Sign.)

The academic resources available in VSIT –

VMIS (ERP)	V-Refer and V-Live	VSIT Library	VAC & MOOC Courses
Institute & Department Vision and Mission	Former IA question papers and solutions (prepared by faculty)	Former IA question papers solutions - hardcopy	Value Added Courses (VAC) are conducted throughout the semester & in the semester break - Enrol for the VACs
Program Educational Objectives (PEO)	MU end semester examination question papers and solutions (prepared by faculty)	MU end semester exam question paper & solutions - by faculty, hardcopy	
Program Specific Outcome (PSO)	Class notes and Digital Content for the subject (scanned / typed by faculty)	All text books, reference books, e -books mentioned in the syllabus & AAP	Online courses from NPTEL, Coursera etc. are pursued throughout the semester - Register for the course & get certified
Program Outcome (PO)	Comprehensive question bank, EQ, GQ, PPT, Class Test papers	Technical journals and magazines for reference	
Departmental Knowledge Map	Academic Administration Plan & Beyond Syllabus Activity report	VSIT library is member of IIT Bombay Library	Watch former lectures captured in LMS at VSIT

1.a Course Objectives (write in detail – follow NBA guideline in this regard)

Cognitive	What do you want students to know?	To gain knowledge of different accountings concepts like single entry, consignment and branch accounts
Affective	What do you want students to think / care about?	To facilitate learning and preparation of ledgers in consignment, branch accounts and to compute fire insurance claim
Behavioural	What do you want students to be able to do?	To develop an ability to trace profit of a unit run by an entrepreneur

1.b Course Outcome (CO) Statements and Module-Wise Mapping (follow NBA guideline)

CO No.	Statements	Related Module/s
CO1	Understand the ways to convert single entry book keeping to double entry system	Unit 1
CO2	Gain knowledge on preparation ledger by branch and consignment	Unit 2 and 3
CO3	Analyse computation of fire Insurance claim	Unit 4

1.c Mapping of COs with POs (mark S: Strong, M: Moderate, W: Weak, Dash '-': not mapped)

	PO 1	PO 2	PO 3	PO 4	PO 5	PO 6	PO 7	PO 8	PO 9	PO 10	PO 11	PO 12
CO 1	S	S	M	M								
CO 2	S	M	S	M								
CO 3	S	S	M	M								
CO 4	S	M	S	M								
CO 5												

1.d**Mapping of COs with PSOs (mark S: Strong, M: Moderate, W: Weak, Dash '-':not mapped)**

	PSO 1	PSO 2	PSO 3	PSO 4
CO 1	S	S	M	
CO 2	S	S	M	
CO 3	S	S	M	
CO 4	S	S	M	

1.e**Teaching and Examination Scheme (As specified by the University) for the Course**

Categories	Mathematics	Computing / IT / Electronics	Humanities & Soft Skill	Social Sciences	Commerce	Management	Multidisciplinary
Tick suitable category					✓		

Subject Code	Subject Name	Teaching Scheme			Credits Assigned			
		Theory	Practical	Tutorial	Theory	TW/Practical	Tutorial	Total
1 EC	Financial Accounting II	75	--	--	3	-	--	3

Subject Code	Subject Name	Examination Scheme							
		Theory Marks IA Test			End Sem. Exam Marks	TW	Practical	Oral	Total
		IA 1	IA 2	Sum of IA1 and IA2					
1 EC	Financial Accounting II	20	05	25	75	--	--	--	75

1.f**Faculty-Wise Distribution of all Lecture-Practical-Tutorial Hours for the Course**

Divisions	Lecture (Hrs.)	Practical (Hrs.)				Tutorial (Hrs.)			
		Batch 1	Batch 2	Batch 3	Batch 4	Batch 1	Batch 2	Batch 3	Batch 4
A	3.33	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.
B	3.33	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.

1.g**Office Hours (Faculty will be available in office in this duration for solving students' query)**

Division	Day	Time (at least 1 Hr. / Division)	Venue (Office Room No.)
A	Wednesday	12.30 p.m – 1.30p.m	Staff Room
B	Thursday	12.30 p.m – 1.30p.m	Staff Room
C	Friday	12.30 p.m – 1.30p.m	Staff Room

2.a**Syllabus: Module Wise Teaching Hours and % Weightage in University Question Paper**

Module No.	Module Title and Brief Details	Teaching Hrs. for each module	% Weightage in University Question Papers
------------	--------------------------------	-------------------------------	---

1	Accounting from Incomplete Records	13	25
2	Consignment Accounts	10	25
3	Branch Accounts	12	25
4	Fire Insurance Claims	10	25
* Insert rows for more modules in the Course		Total	45
			100

2.b Prerequisite Courses

No.	Semester	Name of the Course	Topic/s
1	11 th Std	Book Keeping	ALL
2	12 th Std	Book Keeping	ALL
3	Sem – I	Financial Accounting – I	ALL

2.c Relevance to Future Courses

No.	Semester	Name of the Course
1	III / IV / V / VI	BAF
2		M.Com., MMS., MBA , Higher Studies in ICWA

2.d Real Life Application Mapping – Mention Application from Very Common Day to Day Life

No.	Real Life Application Mapping with the Course
1	Preparation of Financial accounts of Single entry into double entry
2	Computation of Fire Insurance Claim

3. Past Results – Division-Wise and Topic-Wise Result Based Analysis

Details	Target – Apr 2021	Apr2020	Apr 2019	Apr 2018	Apr 2017	Apr 2016
Course Passing % – Average of 3 Divisions	100	100	98.43%	94.47	93.43	97.46
Marks Obtained by Course Topper (mark /100)	100	100	96	94	91	90

Year	Division A		Division B		Division C	
	Initials of Teacher	% Result	Initials of Teacher	% Result	Initials of Teacher	% Result
Apr 2020	KCM	100	KCM	100	KCM	100
Apr 2019	SSK /KCM	100	SSK/KCM	98.00	SSK/KCM	97.00
Apr 2018	SSK / KCM	97.01	SSK / KCM	95.45	SSK / KCM	90.91
Apr 2017	SSK / GNS	93.43	SSK / GNS	93.43	SSK / GNS	93.43
Dec 2016	SSK	97.46	SSK	97.46		

Topics which affect results negatively	Module Number	Recommendations to overcome these issues & improve result in future
Single Entry	1	More practice with different adjustments must be given to overcome the difficulties

4 All the Learning Resources – Books and E-Resources

4.a List of Text Books (T – Symbol for Text Books) to be Referred by Students

Sr. No	Text Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Advance Accountancy	R L Gupta & Radheswamy	S Chand & Co	3 rd	2, 3
2	Advance Accountancy	Shukla and Grewal	S Chand & Co	5 th	1, 2
3	Financial Accounting – A Managerial Emphasis	Ashok Banerjee	Excel Books	2	3

4.b List of Reference Books (R – Symbol for Reference Books) to be Referred by Students

Sr. No	Reference Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Financial Accounting	Dr. P.C.Tulsian	Tulsian	2011	2 & 3
2	Financial Accounting	Dr. V.K. Goyal	Excel Book	1	1,2,3
3	Financial Accounting	CA Raj K Agarwal CA Rupesh Agarwal	Taxmann	1	2,3,4
4	Financial Accounting	Jawahar Lal Seema Srivastava	Himalaya Publishing House	2012	2 & 3
5	Financial Accounting	Dr. P.C.Tulsian	Pearson	11	1 & 3
6	Financial Accounting	R.S.N. Pillai, Bhagavathi and S.Uma	S. Chand	2	All
7	Advanced Accounting	CA. D. G. Sharma	Taxmann	2	2 & 3
8	Accounting	CA. D. G. Sharma	Taxmann	3	1 & 4

4.c List of E - Books (E – Symbol for E-Books) to be Referred by Students

Sr. No	E- Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Financial Book	Rajasekaran & Lalitha	Pearson	2011	All
2	Fundamental of Accounting and Financial Analysis	Chowdhury	Pearson	2007	All
3	Financial Accounting	Horngren Charles	Pearson	2013	All

4.d Web Links and Names of Magazines, Journals, E-journals – [VIT is member of IIT Bombay Library]

Refer online journals subscribed in VIT library. You can also access IIT Bombay online library for journals from IITB campus.

Sr. No.	Web-Links and Names of Journals and E-Journals Recommended to Students for this Course	Web-Links and Names of Magazines Recommended to Students for this Course	Module Nos.
1	https://lib.myilibrary.com	Global Journal of Finance and Management	1-4
2	https://doaj.org/	Indian Journal of Management	1-4
3	Ebsco	The Chartered Accountant	1-4
4	The Chartered Accountant – Expanding Globally	Indian Journal of Finance	1-4
5	The Chartered Accountant – 67 years as Institution of Public Trust – 1st July CA Day.	International Journal of Management	1-4

4.e Module Best Available in - Tick the best resource [from 4.a to 4.d in this AAP] & give details

Module No.	Category (Please Tick Mark) - √						Available In VSIT Library?		Details of the Resource (i.e. Name, Chapter & Page No., etc.)
	Book			Maga-zine	Journals		Y	N	
	Text	Reference	E-Book		Regular	E-Journal			
1		✓					Y		Financial Accounting - Tulsian
2		✓					Y		Financial Accounting - Excel Book
3		✓					Y		Financial Accounting - Himalaya Publishing House
4		✓					Y		Financial Accounting - Taxmann

4.f Web Links for Online Notes/YouTube/VSIT Digital Content/VIT Lecture Capture/NPTEL Videos

Students can view lectures by VSIT professors, captured through LMS 'Lecture Capture' in VIT campus for previous years.

No.	Websites / Links	Module Nos.
1	Digital Content (live.vsit.edu.in)	1-4
2	https://www.youtube.com/watch?v=fDuY50Rfvsg plan.html) (Financial statement of a Insurance Company)	4

4.g Recommended MOOC Courses like Coursera / NPTEL / MIT-OCW / edX etc.

Sr. No.	MOOC Course Link	Course conducted by – Person / University / Institute / Industry	Course Duration	Certificate (Y / N)
1	https://www.udemy.com/	Introduction to Accounting: The Language of Business Professor Norm Nemrow	24.5 hrs	Y

4.h Recommended Value Added Courses (VAC)

Sr. No.	Name of the Value Added Course	Conducted by – Person / Institute / Industry	Course Duration	Certificate (Y / N)
1	Certificate Course in Tally	Ms. Suchita Kawale	24.5 hrs	Y

4.i Study Material Distributed among Students

Tick if distributed among students					
GQ	Notes	Digital Content	PPT	EQ (updated till the Last Exam)	Other (Write Details)
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	

5. Consolidated Course Lesson Plan

	From (date/month/year)	To (date/month/year)	Total Number of Weeks
Semester Duration	18/11/2019	March 2020	15

Week	Lecture no.	Module No.	Lecture Topics / IA 1 and IA 2 / BSA planned to be covered	Actual date of Completion	COs	Recommended Prior Viewing / Reading	
						Lecture No. (on LMS)	Chapter No. / Page Nos. / Books/ Web Site
1	1	4	Fire Insurance Claim, Introduction		3		
	2	4	Calculation of claim, Average clause		3		
	3	4	Practical sums		3		
	4	4	Practical sums		3		

2	5	4	Practical sums		3		
	6	4	Practical sums		3		
	7	4	Memorandum Trading A/C		3		
	8	4	Practical sums		3		
3	9	4	Practical sums		3		
	10	4	Practical sums		3		
	11	4	Practical sums		3		
	12	4	Practical sum		3		
4	13	4	Revision		3		
	14	2	Consignment Account, Introduction		2		
	15	2	Journal Entries – In the books of Consignor		2		
	16	2	Practical sum		2		
5	17	2	Practical sum		2		
	18	2	Journal Entries – In the books of Consignee		2		
	19	2	Practical sum		2		
		2	Practical sum		2		
6	20	2	Practical sums		2		
	21	2	Consignment of goods on profit		2		

	22	2	Practical sums		2		
	23	2	Practical sums		2		
7	23	2	Practical sums		2		
	23	2	Practical sums(Assignment I)		2		
	24	3	Branch Accounts, Meaning , Classification		2		
	25	3	Debtors Method, Journal		2		
	26	3	Practical sum		2		
8	27	3	Practical sum		2		
	29	3	Practical sums		2		
	30	3	Practical sums		2		
	31	3	Practical sums		2		
9	32	3	Practical sums		2		
	33	3	Stock and Debtors method		2		
	34	3	Practical sums		2		
	35	3	Practical sums		2		
10	36	3	Practical sums		2		
	37	1	Accounting from Incomplete Records Introduction		1		
	39	1	Preparation of ledger		1		

11	41	1	Preparation of ledger		1		
	42	1	Practical sum		1		
	43	1	Practical sum		1		
	44	1	Practical sum		1		
12	45	1	Practical sum		1		
	46	1	Revision Lecture		1		

6. Rubric for Grading and Marking of Term Work (inform students at the beginning of semester)

Lecture + Practical (% Attendance) & Marks	Assignments Or Project Work or Presentation	Lab / Practical Performance	Class Tests (Other than IA)	Mid-term Descriptive	Other (2) specify	Total
20	20	-	(4 test on Each unit *10)40	20		100 converted into 25

7. Assignments / Tutorials Details (must attach print out of all questions together with AAP)

Assignment No.	Title of the Assignments / Tutorials	CO Map	Assignments given to Students on	Date of Submission
1	Practical problems on Single Entry	1	2 nd Week	
2	Practical problems on Fire Insurance Claim	4	5 th Week	
3	Practical Problems on Consignment	2	8 th Week	
4	Practical Problems on Branch A/c	3	11 th Week	

Analysis of Assignment / Tutorial Questions and Related Resources

Assignment No.	Week No.	Type* (✓)			Module No.	Based on #			Question Type (✓)	
		R	UQ	OBT		Text Book	Reference Book	Other Learning Resource	MU EQ	Thought Provoking
1	3	Yes			1		Yes		Yes	
2	6			Yes	All		Yes		Yes	
3	9	Yes					Yes		Yes	
4	11		Yes				Yes		Yes	
5										

* Tick (✓) the Type of the Assignment: Regular (R); Unannounced Quiz (UQ) ; Open Book Test for TY/SY/MASTERS (OBT)

Write number for Text book, reference book, other learning resource from this AAP – from Points 4.a to 4.d

8.

Internal Assessment / Other Class Test / Open Book Test (OBT)/Take Home Test (THT) Details

Tests	Test Dates	Module No.	CO Map	IA Question Paper Pattern	Policy
1 st IA Test				Q1 – MCQ - 10 Marks Q2 – 1 numerical 5 Marks Q3 – 1 numerical 5 Marks 20 marks each for IA 1 & 2	No IA Re-test IA is a Head of passing *
2nd IA Test					
Pop Quiz	3 rd week	1			
Take Home Test	6 th week	2			
Open Book Test	8 th week	4			
tests / prelims					
Class tests / prelims					
Any other test/exams					

* IA failures will have to appear for re-test in next semester

9.a

Practical Activities – Regular Experiments

Practical No.	Module No.	Title of the Regular Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)

1					
2					
3					
4					

9.b Practical Activities – Newly Added Experiments

Practical No.	Module No.	Title of the Newly Added Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1					
2					

9.c Practical Activities – PBL Experiments

Practical No.	Module No.	Title of the PBL Experiments	Concepts to be highlighted	CO Map	Audit / Quality (0 to 4)
1	4	Calculation of loss and Insurance Claim	Computation of claim	3	
2					

10. Beyond Syllabus Activities for Gap Mitigation

No.	Type of the Activity	Activities	Details – no of attendees, guest, feedback, mark sheet, report
1	Interaction with Outside World	Guest Lecture / Workshops	Workshop on application of I.T in preparation of accounts
2		Industrial Visit	
3	Test and Assessments	Class Tests – (other than IA)	
4		Mini Projects	Yes - Single Entry
5		Pop Quiz	Quiz - MCQ
6		Mobile App Based Quiz	Yes
7		Open Book Test	Yes
8		Take Home Test	Yes
9	Collaborative and Group Activity	Poster Presentation	Yes - Financial statement of Insurance Company
10		Minute Papers	Yes

11		Students Seminar	
12		Students Debates	
13		Panel Discussion / Mock GD	
14		Mock Interview	
15	Co-curricular Courses	MOOC-NPTEL/Coursera Videos	
16		Value Added Courses	Introduction to Accounting: The Language of Business Professor Norm Nemrow
17		Lecture Capture Usage	

*** Do not delete any activity. Give details for planned events. Write 'NA' for activity Not Planned.**

Consolidated Academic Administration Plan Prepared by (mention all theory teaching faculty names with signature)

Ms. Kavitha Mohan

Mr. Sandip Khandekar

Faculty 1 Name (Sign.)

Faculty 2 Name (Sign.)

Faculty 3 Name (Sign.)

External Industry Mentor (Sign.)

External Academic Mentor (Sign.)

VSIT Cluster Mentor Name (Sign.)

Head of Dept. (Sign.)

The academic resources available in VSIT –

VMIS (ERP)	V-Refer and V-Live	VSIT Library	VAC & MOOC Courses
Institute & Department Vision and Mission	Former IA question papers and solutions (prepared by faculty)	Former IA question papers solutions - hardcopy	Value Added Courses (VAC) are conducted throughout the semester & in the semester break - Enrol for the VACs
Program Educational Objectives (PEO)	MU end semester examination question papers and solutions (prepared by faculty)	MU end semester exam question paper & solutions - by faculty, hardcopy	
Program Specific Outcome (PSO)	Class notes and Digital Content for the subject (scanned / typed by faculty)	All text books, reference books, e -books mentioned in the syllabus & AAP	Online courses from NPTEL, Coursera etc. are pursued throughout the semester - Register for the course & get certified
Program Outcome (PO)	Comprehensive question bank, EQ, GQ, PPT, Class Test papers	Technical journals and magazines for reference	
Departmental Knowledge Map	Academic Administration Plan & Beyond Syllabus Activity report	VSIT library is member of IIT Bombay Library	Watch former lectures captured in LMS at VSIT

1.a Course Objectives (write in detail – follow NBA guideline in this regard)

Cognitive	What do you want students to know?	To gain knowledge about various social, economic and political issues that affect human lives daily.
Affective	What do you want students to think / care about?	To develop an understanding of fundamental human rights and economy, cultivate a sense of responsibility with regard to the environment, weaker sections of society and to also learn to manage stress and conflict
Behavioural	What do you want students to be able to do?	To develop themselves to be better-informed about their rights and role in society.

1.b Course Outcome (CO) Statements and Module-Wise Mapping (follow NBA guideline)

CO No.	Statements	Related Module/s
CO1	Understand the concepts of liberalization, privatization and globalization and its effect on shaping Indian economy.	Unit 1
CO2	Comprehend the growth of information technology and communication and its impact on everyday life	Unit 1
CO3	Develop a brief understanding about issues related to constitutional rights and an insight into the fundamental rights with respect to social, economic and political rights	Unit 2
CO4	Recognizing the importance of environment and allied problems.	Unit 3
CO5	Identify the causes of stress and conflict and understand the problem of aggression and prejudice in society.	Unit 4
CO6	Develop effective methods to cope and manage individual stress and resolve conflicts.	Unit 5

1.c Mapping of COs with POs (mark S: Strong, M: Moderate, W: Weak, Dash ‘-’: not mapped)

	PO 1	PO 2	PO 3	PO 4	PO 5	PO 6	PO 7	PO 8	PO 9	PO 10	PO 11	PO 12
CO 1												
CO 2												

CO 3												
CO 4												
CO 5												

1.d Mapping of COs with PSOs (mark S: Strong, M: Moderate, W: Weak, Dash '-':not mapped)

	PSO 1	PSO 2	PSO 3	PSO 4
CO 1				
CO 2				
CO 3				
CO 4				
CO 5				

1.e Teaching and Examination Scheme (As specified by the University) for the Course

Categories	Mathematics	Computing / IT / Electronics	Humanities & Soft Skill	Social Sciences	Commerce	Management	Multidisciplinary
Tick suitable category			✓			✓	

Subject Code	Subject Name	Teaching Scheme			Credits Assigned			
		Theory	Practical	Tutorial	Theory	TW/Practical	Tutorial	Total
USIT	Foundation Course - II	75			2			2

Subject Code	Subject Name	Examination Scheme							
		Theory Marks IA Test			End Sem. Exam Marks	TW	Practical	Oral	Total
		IA 1	IA 2	Sum of IA1 and IA2					
USIT	Foundation Course - II	20	05	25	75				100

1.f Faculty-Wise Distribution of all Lecture-Practical-Tutorial Hours for the Course

Divisions	Lecture (Hrs.)	Practical (Hrs.)				Tutorial (Hrs.)			
		Batch 1	Batch 2	Batch 3	Batch 4	Batch 1	Batch 2	Batch 3	Batch 4
A	2.5	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.
B	2.5	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.

1.g Office Hours (Faculty will be available in office in this duration for solving students' query)

Division	Day	Time (at least 1 Hr. / Division)	Venue (Office Room No.)
A			

B			
2.a Syllabus: Module Wise Teaching Hours and % Weightage in University Question Paper			
Module No.	Module Title and Brief Details	Teaching Hrs. for each module	% Weightage in University Question Papers
1	Globalization and Indian Society	6	
2	Human Rights	6	
3	Ecology	6	
4	Understanding Stress and Conflict	6	
5	Managing Stress and Conflict in Contemporary Society	6	
* Insert rows for more modules in the Course		Total	100

2.b Prerequisite Courses

No.	Semester	Name of the Course	Topic/s
1	1	Foundation Course - I	Unit 1, 2, 3 and 4
2			

2.c Relevance to Future Courses

No.	Semester	Name of the Course
1	3	BAF, Semester III Foundation Course
2	1	M.Com, Semester I Business Ethics and Corporate Social Responsibility

2.d Real Life Application Mapping – Mention Application from Very Common Day to Day Life

No.	Real Life Application Mapping with the Course
1	Stress and Conflict Management
2	Fundamental Rights Awareness
3	Duty towards protecting environment

3. Past Results – Division-Wise and Topic-Wise Result Based Analysis

Details	Target - Mar 2018	Mar 2017	Mar 2016	Mar 2015

Course Passing % – Average of 3 Divisions	100%			
Marks Obtained by Course Topper (mark/100)	86	80	76	75

	Division A		Division B		Division C	
Year	Initials of Teacher	% Result	Initials of Teacher	% Result	Initials of Teacher	% Result
Mar 2017						
Mar 2016						
Mar 2015						

Topics which affect results negatively	Module Number	Recommendations to overcome these issues & improve result in future
Human Rights	2	Continuous reading and written practice

4 All the Learning Resources – Books and E-Resources

4.a List of Text Books (T – Symbol for Text Books) to be Referred by Students

Sr. No	Text Book Titles	Author/s	Publisher	Edition	Module Nos.

4.b List of Reference Books (R – Symbol for Reference Books) to be Referred by Students

Sr. No	Reference Book Titles	Author/s	Publisher	Edition	Module Nos.
1	<i>A decade of economic reforms in India (The past, the present, the future)</i>	<i>Edited by Raj Kapila and Uma Kapila</i>	<i>Academic Foundation (2002)</i>		Requested
2	<i>Impact of the policies of WTO on Indian agriculture</i>	S. Nehru	Serial Pub. (2012)		01
3	<i>Privatisation of public enterprises – Emerging dimensions</i>	Edited by G.S. Batra, NarinderKaur	Anmol Pub. (1995)		Requested
4	<i>Economics of development</i>	Dwight Perkins, Steven Radelet, David Lindauer	Norton company (2006)		Requested
5	<i>Industrial Policy and economic development in India (1947 -2012)</i>	Anup Chatterjee	New Century Pub. (2012)		Requested
6	<i>Globalisation and development of backward areas</i>	Edited by G. Satyanarayana	New Century Pub. (2007)		Requested
7	<i>Contemporary issues in globalisation – An introduction to theory and policy in India</i>	Soumyen Sikder	Oxford University Press (2002)		Requested
8	<i>Environmental Studies</i>	Dr. Vijay Kumar Tiwari	Himalayan Pub. (2010)		03
9	<i>Ecology and environment</i>	Benu Singh	Vista International		Requested

			Pub. (2006)		
10	<i>Universal Human Rights : In theory and practice</i>	Jack Donnelly	(2014)		Requested
11	<i>Foundation Course – II</i>	P.G.Shinde, Mahesh Bhagwat, Dr. Namita Nimbalkar & Meghna Shinde- Chakne	Sheth	2	1-5
12	<i>Stress Management</i>	Dr. N. Tejmani Singh	Maxford books (2011)		Requested

4.c List of E - Books (E – Symbol for E-Books) to be Referred by Students

Sr. No	E- Book Titles	Author/s	Publisher	Edition	Module Nos.
1					

4.d Web Links and Names of Magazines, Journals, E-journals – [VIT is member of IIT Bombay Library]

Refer online journals subscribed in VIT library. You can also access IIT Bombay online library for journals from IITB campus.

Sr. No.	Web-Links and Names of Journals and E-Journals Recommended to Students for this Course	Web-Links and Names of Magazines Recommended to Students for this Course	Module Nos.
1			

4.e Module Best Available in - Tick the best resource [from 4.a to 4.d in this AAP] & give details

Module No.	Category (Please Tick Mark) - √						Available In VSIT Library?		Details of the Resource (i.e. Name, Chapter & Page No., etc.)
	Book			Magazine	Journals		Y	N	
	Text	Reference	E-Book		Regular	E-Journal			
1		✓						✓	Foundation Course II by P.G.Shinde, Mahesh Bhagwat, Dr. Namita Nimbalkar & Meghna Shinde-Chakne, Sheth Publications
2		✓							
3		✓							
4		✓							
5		✓							

4.f Web Links for Online Notes/YouTube/VSIT Digital Content/VIT Lecture Capture/NPTEL Videos

No.	Websites / Links	Module Nos.
1	Digital Content (live.vsit.edu.in)	1-5
2	PPTs	1-5
3	Graded Questions	1-5

4.g Recommended MOOC Courses like Coursera / NPTEL / MIT-OCW / edX etc.

Sr. No.	MOOC Course Link	Course conducted by – Person / University / Institute / Industry	Course Duration	Certificate (Y / N)
1	Team Management Certificate #10/10 EPM Leadership Training Lead to succeed! Learn Part 10 Empowered Project Manager Program for dealing with conflict before it starts https://www.udemy.com/empowered-project-manager-part-10-soft-skills-training/	Louise Anne Maurice, Empowerment Expert Academy	2.5 hours	Y
2	Stress Anxiety Management - Stress Less and Live Longer Stress Management Activities: A Brain- Based Stress Management Course https://www.udemy.com/stress-anxiety-management/	Cari Corbet-Owen	2.5 hours	Y

4.h Recommended Value Added Courses (VAC)

Sr. No.	Name of the Value Added Course	Conducted by – Person / Institute / Industry	Course Duration	Certificate (Y / N)
1				

4.i Study Material Distributed among Students

Tick if distributed among students					
GQ	Notes	Digital Content	PPT	EQ (updated till the Last Exam)	Other (Write Details)
<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	

5. Consolidated Course Lesson Plan

	From (date/month/year)	To (date/month/year)	Total Number of Weeks
Semester Duration	11/01/2021	31/03/2021	

Week No.	Lecture no.	Module No.	Lecture Topics / IA 1 and IA 2 / BSA planned to be covered	Actual date of Completion	COs	Recommended Prior Viewing / Reading	
						Lecture No. (on LMS)	Chapter No. / Page Nos./ Books/ Web Site

1	1	1	Understanding the concepts of liberalization and privatization		CO1		
	2	1	Understanding the concept of globalization and Impact of globalization on industry		CO1		
2	3	1	Growth of IT and communication and its impact on everyday life Changes in employment and increasing migration		CO1		
	4	1	Changes in agrarian sector due to globalization		CO1		
3	5	1	Rise in corporate farming and increase in farmer's suicides		CO1		
	6	2	Concept of Human Rights Origin and evolution of the concept		CO3		
4	7	2	The Universal Declaration of Human Rights		CO3		
	8	2	Human Rights constituents with special reference to Fundamental Rights		CO3		
5	9	2	Human Rights constituents with special reference to Fundamental Rights		CO3		
	10	2	Human Rights constituents with special reference to Fundamental Rights		CO3		
6	11	3	Importance of Environment Studies in the current developmental context		CO4		
	12	3	Understanding concepts of environment		CO4		
7	13	3	Understanding concepts of environment Understanding concepts of ecology & interconnectedness		CO4		
	14	3	Environment as natural capital and connection to quality of human life		CO4		
8	15	3	Causes of environmental degradation		CO4		
	16	3	Impact of environmental degradation		CO4		

9	17	3	Sustainable development-concept and components		CO4		
	18	3	Poverty and environment		CO4		
10	19	4	Causes of stress and conflict in individuals and society		CO5		
	20	4	Agents of socialization and the role played by them in developing the individual		CO5		
11	21	4	Significance of values, ethics and prejudices in developing the individual		CO5		
	22	4	Significance of values, ethics and prejudices in developing the individual		CO5		
12	23	4	Stereotyping and prejudice as significant factors in causing conflicts in society		CO5		
	24	4	Aggression and violence as the public expression of conflict		CO5		
13	25	5	Types of conflicts and use of coping mechanisms for managing individual stress		CO6		
	26	5	Types of conflicts and use of coping mechanisms for managing individual stress		CO6		
14	27	5	Maslow's theory of self-actualisation		CO6		
	28	5	Different methods of responding to conflicts in society		CO6		
15	29	5	Conflict-resolution and efforts towards building peace and harmony in society		CO6		
	30	5	Conflict-resolution and efforts towards building peace and harmony in society		CO6		

6. Rubric for Grading and Marking of Term Work (inform students at the beginning of semester)

Lecture + Practical (% Attendance) & Marks	Assignments	Tutorial	Lab / Practical Performance	Lab Journal Assessment	Class Tests (Other than IA)	Class participation	Other (2) specify	Total
--	-------------	----------	-----------------------------	------------------------	-----------------------------	---------------------	-------------------	-------

										5			5
--	--	--	--	--	--	--	--	--	--	---	--	--	---

7. Assignments / Tutorials Details (must attach print out of all questions together with AAP)

Assignment No.	Title of the Assignments / Tutorials	CO Map	Assignments given to Students on	Date of Submission
1				
2				
3				
4				

Analysis of Assignment / Tutorial Questions and Related Resources

Assignment No.	Week/Lecture No.	Type* (√)			Module No.	Based on #			Question Type (√)	
		R	UQ	OBT		Text Book	Reference Book	Other Learning Resource	MU EQ	Thought Provoking
1	Lecture 12	✓			2					✓
2	Lecture 17				2					✓
3	Lecture 34				3					✓
4	Lecture 37				ALL		✓		✓	✓

* Tick (√) the Type of the Assignment: Regular (R); Unannounced Quiz (UQ) ; Open Book Test for TY/SY/MASTERS (OBT)
 # Write number for Text book, reference book, other learning resource from this AAP – from Points 4.a to 4.d

8. Internal Assessment / Other Class Test / Open Book Test (OBT)/Take Home Test (THT) Details

Tests	Test Dates	Module No.	CO Map	IA Question Paper Pattern	Policy
1 st IA Test				Q1 – MCQ - 10 Marks Q2 – 1 numerical 5 Marks Q3 – 1 numerical 5 Marks 20 marks each for IA 1 & 2	No IA Re-test
2 nd IA Test					IA is a Head of passing *
Pop Quiz					
Open Book Test					
Take Home Test					
Class tests / prelims					
Class tests / prelims					
Any other test/exams					

* IA failures will have to appear for re-test in next semester

9.a Practical Activities – Regular Experiments

Practical No.	Module No.	Title of the Regular Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1		NA			

9.b Practical Activities – Newly Added Experiments

Practical No.	Module No.	Title of the Newly Added Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1		NA			

9.c Practical Activities – PBL Experiments

Practical No.	Module No.	Title of the PBL Experiments	Concepts to be highlighted	CO Map	Audit / Quality (0 to 4)
1	2	Case Study - Mohini Jain v. State of Karnataka	Right to education	CO3	
2	2	Case Study- Justice Verma Committee Report	Violence against women	CO3	

3	4	Student sues company over racist crayon	Stereotypes and prejudice	C05	
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10. Beyond Syllabus Activities for Gap Mitigation

No.	Type of the Activity	Activities	Details – no of attendees, guest, feedback, mark sheet, report
1	Interaction with Outside World	Guest Lecture / Workshops	
2		Industrial Visit	
3	Test and Assessments	Class Tests – (other than IA)	
4		Mini Projects	
5		Pop Quiz	
6		Mobile App Based Quiz	
7		Open Book Test	yes
8		Take Home Test	yes
9	Collaborative and Group Activity	Poster Presentation	
10		Minute Papers	yes
11		Students Seminar	
12		Students Debates	
13		Panel Discussion / Mock GD	
14	Mock Interview		
15	Co-curricular Courses	MOOC-NPTEL/Coursera Videos	
16		Value Added Courses	
17		Lecture Capture Usage	

*** Do not delete any activity. Give details for planned events. Write 'NA' for activity Not Planned.**

Consolidated Academic Administration Plan Prepared by (mention all theory teaching faculty names with signature)

Reshma Ajetrao

Faculty 1 Name (Sign.)

Faculty 2 Name (Sign.)

Faculty 3 Name (Sign.)

External Industry Mentor (Sign.)

External Academic Mentor (Sign.)

VSIT Cluster Mentor Name (Sign.)

Head of Dept. (Sign.)

Version 2021

The academic resources available in VSIT –

VMIS (ERP)	V-Refer and V-Live	VSIT Library	VAC & MOOC Courses
Institute & Department Vision and Mission	Former IA question papers and solutions (prepared by faculty)	Former IA question papers solutions - hardcopy	Value Added Courses (VAC) are conducted throughout the semester & in the semester break - Enrol for the VACs
Program Educational Objectives (PEO)	MU end semester examination question papers and solutions (prepared by faculty)	MU end semester exam question paper & solutions - by faculty, hardcopy	
Program Specific Outcome (PSO)	Class notes and Digital Content for the subject (scanned / typed by faculty)	All text books, reference books, e -books mentioned in the syllabus & AAP	Online courses from NPTEL, Coursera etc. are pursued throughout the semester - Register for the course & get certified
Program Outcome (PO)	Comprehensive question bank, EQ, GQ, PPT, Class Test papers	Technical journals and magazines for reference	
Departmental Knowledge Map	Academic Administration Plan & Beyond Syllabus Activity report	VSIT library is member of IIT Bombay Library	Watch former lectures captured in LMS at VSIT

1.a Course Objectives (write in detail – follow NBA guideline in this regard)

Cognitive	What do you want students to know?	It shall enable students to learn and to have a good working practice of mathematical tools for taking appropriate decisions in managerial situation
Affective	What do you want students to think / care about?	During this course students will be provided with primary knowledge regarding some Mathematical techniques to be used in managerial decision making.
Behavioural	What do you want students to be able to do?	At the end of this course students shall gain knowledge about the basic mathematical tools used in business and statistical techniques that facilitate comparison and analysis of business data.

1.b Course Outcome (CO) Statements and Module-Wise Mapping (follow NBA guideline)

CO No.	Statements	Related Module/s
CO1	To understand the concept of Ratio, Proportion & Percentage	Unit 1
CO2	To understand the concept of profit & loss	Unit 2
CO3	To understand the concept of interest & Annuity	Unit 3
CO4	To understand the concept of Shares and Mutual Fund	Unit 4

1.c Mapping of COs with POs (mark S: Strong, M: Moderate, W: Weak, Dash '-': not mapped)

	PO 1	PO 2	PO 3	PO 4	PO 5	PO 6	PO 7	PO 8	PO 9	PO 10	PO 11	PO 12
CO 1												
CO 2												
CO 3												
CO 4												

CO 5											
------	--	--	--	--	--	--	--	--	--	--	--

1.d Mapping of COs with PSOs (mark S: Strong, M: Moderate, W: Weak, Dash '-':not mapped)

	PSO 1	PSO 2	PSO 3	PSO 4
CO 1				
CO 2				
CO 3				
CO 4				
CO 5				

1.e Teaching and Examination Scheme (As specified by the University) for the Course

Categories	Mathematics	Computing / IT / Electronics	Humanities & Soft Skill	Social Sciences	Commerce	Management	Multidisciplinary
Tick suitable category	✓						

Subject Code	Subject Name	Teaching Scheme			Credits Assigned			
		Theory	Practical	Tutorial	Theory	TW/Practical	Tutorial	Total
BAF	Business Mathematics	75			3			3

Subject Code	Subject Name	Examination Scheme							
		Theory Marks IA Test			End Sem. Exam Marks	TW	Practical	Oral	Total
		IA 1	IA 2	Sum of IA1 and IA2					
BAF	Business Mathematics	20	05	25	75				100

1.f Faculty-Wise Distribution of all Lecture-Practical-Tutorial Hours for the Course

Divisions	Lecture (Hrs.)	Practical (Hrs.)				Tutorial (Hrs.)			
		Batch 1	Batch 2	Batch 3	Batch 4	Batch 1	Batch 2	Batch 3	Batch 4
A	3	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.
B	3	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.
C	3	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.

1.g Office Hours (Faculty will be available in office in this duration for solving students' query)

Division	Day	Time (at least 1 Hr. / Division)	Venue (Office Room No.)
A	MONDAY	12:30 TO 1:30	READING ROOM

B	TUESDAY	12:30 TO 1:30	READING ROOM
C	WEDNESDAY	12:30 TO 1:30	READING ROOM

2.a Syllabus: Module Wise Teaching Hours and % Weightage in University Question Paper

Module No.	Module Title and Brief Details	Teaching Hrs. for each module	% Weightage in University Question Papers
1	Ratio, Proportion and Percentage	12.5hr	25
2	Profit and loss	12.5hr	25
3	Interest and Annuity	12.5hr	25
4	Shares and Mutual Fund	12.5hr	25
Total		50	100

2.b Prerequisite Courses

No.	Semester/CLASS	Name of the Course	Topic/s
1	SYJC(COMMERCE)	Ratio, Proportion, Commission, Brokerage, Interest & Annuity	1-3

2.c Relevance to Future Courses

No.	Semester	Name of the Course
1	2	MBA

2.d Real Life Application Mapping – Mention Application from Very Common Day to Day Life

No.	Real Life Application Mapping with the Course
1	BANKING (INTEREST CALCULATION)
2	INVESTMENT (SHARES & MUTUAL FUND)

3. Past Results – Division-Wise and Topic-Wise Result Based Analysis

Details	Target - Mar 2019	Mar 2018	Mar 2017	Mar 2016	Mar 2015
Course Passing % – Average of 3 Divisions	100	96.98%	90.98	97.28	95.43
Marks Obtained by Course Topper (mark/100)		100	94	98	

	Division A	Division B	Division C
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Year	Initials of Teacher	% Result	Initials of Teacher	% Result	Initials of Teacher	% Result
Mar 2019	SN	100	SN	100	SN	100
Mar 2018	PSK	98.6	PSK	96.2	PSK	96.1
Mar 2017	SSK3	96.05	SSK3	96.72	SSK3	93.33
Mar 2016	SP	98.65	SP	95.89	NA	NA
Mar 2015	SP		SP		NA	NA

Topics which affect results negatively	Module Number	Recommendations to overcome these issues & improve result in future
Theoretical	1-4	Connecting the theory wording with practical sums

4 All the Learning Resources – Books and E-Resources

4.a List of Text Books (T – Symbol for Text Books) to be Referred by Students

Sr. No	Text Book Titles	Author/s	Publisher	Edition	Module Nos.
1					

4.b List of Reference Books (R – Symbol for Reference Books) to be Referred by Students

Sr. No	Reference Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Mathematical Statistics	J.K. Goyal and J.N. Sharma	Krishna Prakashan	7	2
2	Business Mathematics and Statistics	R.K. Ghosh and S. Saha	New Central Agency Pvt. Ltd	4	1-4
3	Commerce Mathematics	Om P. Chug	Anmol Publication Ltd	2	1-4
4	Mathematics for Economics and Business	J. Soper,	Blackwell Publishing, U.S.A	9	3

4.c List of E - Books (E – Symbol for E-Books) to be Referred by Students

Sr. No	E- Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Fundamentals of Business Mathematics	Eaton, Graham			

4.d Web Links and Names of Magazines, Journals, E-journals – [VIT is member of IIT Bombay Library]

Refer online journals subscribed in VIT library. You can also access IIT Bombay online library for journals from IITB campus.

Sr. No.	Web-Links and Names of Journals and E-Journals Recommended to Students for this Course	Web-Links and Names of Magazines Recommended to Students for this Course	Module Nos.

1	https://www.khanacademy.org/math/pre-algebra/pre-algebra-ratios-rates		
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4.e Module Best Available in - Tick the best resource [from 4.a to 4.d in this AAP] & give details

Module No.	Category (Please Tick Mark) - √						Available In VSIT Library?		Details of the Resource (i.e. Name, Chapter & Page No., etc.)
	Book			Maga-zine	Journals		Y	N	
	Text	Reference	E-Book		Regular	E-Journal			
1	✓								
2									
3									
4									
5									

4.f Web Links for Online Notes/YouTube/VSIT Digital Content/VIT Lecture Capture/NPTEL Videos

Students can view lectures by VSIT professors, captured through LMS 'Lecture Capture' in VIT campus for previous years.

No.	Websites / Links	Module Nos.
	NA	NA

4.g Recommended MOOC Courses like Coursera / NPTEL / MIT-OCW / edX etc.

Sr. No.	MOOC Course Link	Course conducted by – Person / University / Institute / Industry	Course Duration	Certificate (Y / N)
	Understanding Financial Statements: Company Performance	Coursera	4 Weeks	Yes

4.h Recommended Value Added Courses (VAC)

Sr. No.	Name of the Value Added Course	Conducted by – Person / Institute / Industry	Course Duration	Certificate (Y / N)
1	Bridge Course of BM	VSIT	10 hrs	Y

4.i Study Material Distributed among Students

Tick if distributed among students					
GQ	Notes	Digital Content	PPT	EQ (updated till the Last Exam)	Other (Write Details)
✓	□	□	✓	✓	

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5. Consolidated Course Lesson Plan

	From (date/month/year)	To (date/month/year)	Total Number of Weeks
Semester Duration	18/01/2020		

Week	Lecture no.	Module No.	Lecture Topics / IA 1 and IA 2 / BSA planned to be covered	Actual date of Completion	COs	Recommended Prior Viewing / Reading	
						Lecture No. (on LMS)	Chapter No. / Page Nos./ Books/ Web Site
1		1	Introduction		1		
		1	Definition of Ratio		1		
		1	Continued Ratio		1		
		1	Inverse Ratio		1		
2		1	Continued proportion		1		
		1	Direct proportion		1		
		1	Inverse proportion		1		
		1	Variation Properties		1		
3		1	Inverse variation		1		
		1	Joint variation		1		
		1	Computation of percentage		1		
4		2	Terms and formulae		2		

		2	Trade discount		2		
		2	Cash discount		2		
		2	Problems involving cost price		2		
5		2	Problems involving on Trade discount		2		
		2	Problems involving on Cash Discount		2		
		2	Introduction to Commission		2		
		2	Introduction to Brokerage		2		
6		2	Problems on commission		2		
		2	Problems on Brokerage		2		
		3	Introduction and Basic Notation		3		
		3	Simple Interest-Basic Formulae		3		
7		3	Simple Interest for Fractional Years		3		
		3	Compound Interest		3		
		3	Problems involving both Simple and Compound Interest		3		
		3	Interest Compounded More than Once a Year Nominal and Effective Rate of Interest		3		
8		3	Relation Between Nominal And Effective Rate of Interest		3		
		3	Continuous Compounding		3		
		3	EMI Using Reducing Balance Method and Flat Interest Rate Method		3		

		3	Time Value of Money & Future Value and Present Value		3		
9		3	Problems on Future Value and Present Value		3		
		3	Net Present Value		3		
		3	Annuities Basic Formulae an Immediate Annuity		3		
		3	Problems Involving Present Value of Immediate Annuity		3		
10		3	Stated annual rate and effective annual rate		3		
		4	Introduction, Types Of Share		4		
		4	Some Important Assumptions and Point about Share		4		
		4	Problems involving Total Capital of the Company		4		
11		4	Buying and Selling of shares involving Brokerage		4		
		4	Problems involving Rate of Return on Investment with dividend Income		4		
		4	Problems involving Comparison of Two Stocks		4		
		4	Part investment in different stocks		4		
12		4	Gain or Loss of Buying and selling of Shares and Dividend Income		4		
		4	Problems with Dividend and Buying and Selling involving Brokerage		4		
		4	Problems Involving Bonus Shares		4		
		4	Mutual Fund- Simple problems on calculation of net income after considering entry load		4		
13		4	Mutual Fund- Simple problems on calculation of net income after considering load		4		

	4	Mutual Fund- Simple problems on calculation of net income after considering dividend, change in net asset value		4		
	4	Mutual Fund- Simple problems on calculation of net income after considering dividend, change in net asset value		4		
	4	Mutual Fund- Simple problems on calculation of net income after considering dividend, change in net asset value		4		

6. Rubric for Grading and Marking of Term Work (inform students at the beginning of semester)

Lecture + Practical (% Attendance) & Marks	Assignments	Tutorial	Lab / Practical Performance	Lab Journal Assessment	Class Tests (Other than IA)	Class participation	Other (2) specify	Total
	5 Marks							5

7. Assignments / Tutorials Details (must attach print out of all questions together with AAP)

Assignment No.	Title of the Assignments / Tutorials	CO Map	Assignments given to Students on	Date of Submission
1	Ratio, Proportion and Percentage	1	3 rd week	4 th week
2	Profit and Loss	2	7 th week	8 th week
3	Interest and Annuity	3	11 th week	12 th week
4	Shares and Mutual Fund	4	15 th week	15 th week

Analysis of Assignment / Tutorial Questions and Related Resources

Assignment No.	Week No.	Type* (✓)			Module No.	Based on #			Question Type (✓)	
		R	UQ	OBT		Text Book	Reference Book	Other Learning Resource	MU EQ	Thought Provoking
1	4	✓			1	✓	✓		✓	
2	8	✓			2	✓	✓		✓	
3	12	✓			3	✓	✓		✓	
4	15	✓			4	✓	✓		✓	

* Tick (✓) the Type of the Assignment: Regular (R); Unannounced Quiz (UQ) ; Open Book Test for TY/SY/MASTERS (OBT)

Write number for Text book, reference book, other learning resource from this AAP – from Points 4.a to 4.d

8.

Internal Assessment / Other Class Test / Open Book Test (OBT)/Take Home Test (THT) Details

Tests	Test Dates	Module No.	CO Map	IA Question Paper Pattern	Policy
1 st IA Test				Q1 – MCQ - 10 Marks Q2 – 1 numerical 5 Marks Q3 – 1 numerical 5 Marks 20 marks each for IA 1 & 2	No IA Re-test
2 nd IA Test					IA is a Head of passing *
Pop Quiz	February				
Open Book Test					
Take Home Test	January March				
Class tests / prelims					
Class tests / prelims					
Any other test/exams					

* IA failures will have to appear for re-test in next semester

9.a

Practical Activities – Regular Experiments

Practical No.	Module No.	Title of the Regular Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1					

2					
3					
4					
5					
6					
7					
8					
9					
10					

9.b **Practical Activities – Newly Added Experiments**

Practical No.	Module No.	Title of the Newly Added Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1					
2					

9.c **Practical Activities – PBL Experiments**

Practical No.	Module No.	Title of the PBL Experiments	Concepts to be highlighted	CO Map	Audit / Quality (0 to 4)
1					
2					

10. **Beyond Syllabus Activities for Gap Mitigation**

No.	Type of the Activity	Activities	Details – no of attendees, guest, feedback, mark sheet, report
1	Interaction with Outside World	Guest Lecture / Workshops	
2		Industrial Visit	
3		Class Tests – (other than IA)	√

4	Test and Assessments	Mini Projects	
5		Pop Quiz	√
6		Mobile App Based Quiz	
7		Open Book Test	
8		Take Home Test	√
9	Collaborative and Group Activity	Poster Presentation	
10		Minute Papers	√
11		Students Seminar	
12		Students Debates	
13		Panel Discussion / Mock GD	
14		Mock Interview	
15	Co-curricular Courses	MOOC-NPTEL/Coursera Videos	
16		Value Added Courses	
17		Lecture Capture Usage	

*** Do not delete any activity. Give details for planned events. Write 'NA' for activity Not Planned.**

Consolidated Academic Administration Plan Prepared by (mention all theory teaching faculty names with signature)

Swapna Kadam

Faculty 1 Name (Sign)

External Industry Mentor (Sign.)

External Academic Mentor (Sign.)

VSIT Cluster Mentor Name (Sign.)

Head of Dept. (Sign.)

Version 2020-2021

The academic resources available in VSIT –

VMIS (ERP)	V-Refer	VSIT Library	VAC & MOOC Courses
Institute & Department Vision and Mission	Former IA question papers and solutions (prepared by faculty)	Former IA question papers solutions - hardcopy	Value Added Courses (VAC) are conducted throughout the semester & in the semester break - Enrol for the VACs
Program Educational Objectives (PEO)	MU end semester examination question papers and solutions (prepared by faculty)	MU end semester exam question paper & solutions - by faculty, hardcopy	
Program Specific Outcome (PSO)	Class notes and Digital Content for the subject (scanned / typed by faculty)	All text books, reference books, e -books mentioned in the syllabus & AAP	Online courses from NPTEL, Coursera etc. are pursued throughout the semester - Register for the course & get certified
Program Outcome (PO)	Comprehensive question bank, EQ, GQ, PPT, Class Test papers	Technical journals and magazines for reference	
Departmental Knowledge Map	Academic Administration Plan & Beyond Syllabus Activity report	VSIT library is member of IIT Bombay Library	Watch former lectures captured in LMS at VSIT

1.a Course Objectives (write in detail – follow NBA guideline in this regard)

Cognitive	What do you want students to know?	To enhance language proficiency and communication skills, to improve the learners' written language and increase the range of lexical resource through a variety of exercises
Affective	What do you want students to think / care about?	To enable understanding about the importance of proficiency in communication in order to improve career prospects and growth.
Behavioural	What do you want students to be able to do?	To easily correspond in all types of corporate communication.

1.b Course Outcome (CO) Statements and Module-Wise Mapping (follow NBA guideline)

CO No.	Statements	Related Module/s
CO1	To familiarize the learners to various communication technologies used to overcome communication barriers	Unit 1
CO2	To train the students to be comfortable with and know about various types and the importance of group communication	Unit 2
CO3	To enhance written language proficiency in business correspondence	Unit 3
CO4	To acquaint the students with report writing and the various types of reports	Unit 4

1.c Mapping of COs with POs (mark S: Strong, M: Moderate, W: Weak, Dash '-': not mapped)

	PO 1	PO 2	PO 3	PO 4	PO 5	PO 6	PO 7	PO 8	PO 9	PO 10	PO 11	PO 12
CO 1												
CO 2												
CO 3												
CO 4												
CO 5												

1.d Mapping of COs with PSOs (mark S: Strong, M: Moderate, W: Weak, Dash '-':not mapped)

	PSO 1	PSO 2	PSO 3	PSO 4
CO 1				
CO 2				
CO 3				
CO 4				
CO 5				

1.e Teaching and Examination Scheme (As specified by the University) for the Course

Categories	Mathematics	Computing / IT / Electronics	Humanities & Soft Skill	Social Sciences	Commerce	Management	Multidisciplinary
Tick suitable category			✓		✓		

Subject Code	Subject Name	Teaching Scheme			Credits Assigned			
		Theory	Practical	Tutorial	Theory	TW/Practical	Tutorial	Total
UBFM204	Business Communication - II	75	-	-	02	01	-	3

Subject Code	Subject Name	Examination Scheme							
		Theory Marks IA Test			End Sem. Exam Marks	TW	Practical	Oral	Total
		IA 1	IA 2	Sum of IA1 and IA2					
UBFM204	Business Communication - II	20	05	25	75	-	-	-	100

1.f Faculty-Wise Distribution of all Lecture-Practical-Tutorial Hours for the Course

Divisions	Lecture (Hrs.)	Practical (Hrs.)				Tutorial (Hrs.)			
		Batch 1	Batch 2	Batch 3	Batch 4	Batch 1	Batch 2	Batch 3	Batch 4
A	3	1.5	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.

1.g Office Hours (Faculty will be available in office in this duration for solving students' query)

Division	Day	Time (at least 1 Hr. / Division)	Venue (Office Room No.)
A	Wednesday	After 3 pm	MS Teams

2.a Syllabus: Module Wise Teaching Hours and % Weightage in University Question Paper

Module No.	Module Title and Brief Details	Teaching Hrs. for each module	% Weightage in University Question Papers

1	Presentation Skills	2.49 (03 lectures)	25
2	Group Communication	14.94 (18 lectures)	25
3	Business Correspondence	17.43 (21 lectures)	25
4	Language and Writing Skills	2.49 (03 lectures)	25
* Insert rows for more modules in the Course		Total	37.35 (45 lectures)
			100

2.b Prerequisite Courses

No.	Semester	Name of the Course	Topic/s
1	1	Business Communication - I	ALL

2.c Relevance to Future Courses

No.	Semester	Name of the Course
1	1	Masters of Management Studies
2		Masters in Business Administration

2.d Real Life Application Mapping – Mention Application from Very Common Day to Day Life

No.	Real Life Application Mapping with the Course
1	Use of communication technologies such as OHP and PowerPoint Presentation
2	Group Discussions, Interviews, Meetings and Conferences
3	Written business correspondence such as letters and reports

3. Past Results – Division-Wise and Topic-Wise Result Based Analysis

Details	Target - Mar 2019	Mar 2018	Mar 2017
Course Passing % – Average of 3 Divisions	100%	95.45	97.97
Marks Obtained by Course Topper (mark/100)	80	73	70

Year	Division A		Division B		Division C	
	Initials of Teacher	% Result	Initials of Teacher	% Result	Initials of Teacher	% Result
Mar 2019						

Topics which affect results negatively	Module Number	Recommendations to overcome these issues & improve result in future
Business	3	Written practice

Correspondence		
Language and Writing Skills	4	Written practice and examples

4 All the Learning Resources – Books and E-Resources

4.a List of Text Books (T – Symbol for Text Books) to be Referred by Students

Sr. No	Text Book Titles	Author/s	Publisher	Edition Year of Publication	Module Nos.
1	Effective Communication	Balan,K.R. and Rayudu C.S.	Beacon New Delhi	1996	All
2.	Business Communication, today	BoveeCourtland,L and Thrill, John V	McGraw Hill, New York, Taxman Publication	1989	All
3.	Modern Business Correspondence	Garlside, L.E.	McDonald and Evans Ltd. Plymouth.	1980	III

4.b List of Reference Books (R – Symbol for Reference Books) to be Referred by Students

Sr. No	Reference Book Titles	Author/s	Publisher	Edition	Module Nos.
1	<i>Business Communication</i>	Meenakshi Raman & Prakash Singh	Oxford University Press		III and IV
2	<i>Professional communication</i>	Aruna Koneru	Tata McGraw Hill		III and IV
3	<i>Business Communication - II</i>	Rhoda A Doctor, Aspi H. Doctor et al	Sheth		ALL

4.c List of E - Books (E – Symbol for E-Books) to be Referred by Students

Sr. No	E- Book Titles	Author/s	Publisher	Edition	Module Nos.
1.	Modern Business, Vol. 12 http://library.umac.mo/ebooks/b31303316.pdf	Harrison McJohnston, A.M	Alexander Hamilton Institute, New York	I	III and IV

4.d Web Links and Names of Magazines, Journals, E-journals – [VIT is member of IIT Bombay Library]

Refer online journals subscribed in VIT library. You can also access IIT Bombay online library for journals from IITB campus.

Sr. No.	Web-Links and Names of Journals and E-Journals Recommended to Students for this Course	Web-Links and Names of Magazines Recommended to Students for this Course
1	Communication Today	lib.mylibrary.com

4.e Module Best Available in - Tick the best resource [from 4.a to 4.d in this AAP] & give details

Module No.	Category (Please Tick Mark) - √						Available In VSIT Library?		Details of the Resource (i.e. Name, Chapter & Page No., etc.)
	Book			Magazine	Journals		Y	N	
	Text	Reference	E-Book		Regular	E-Journal			
1		✓						✓	Semester II, Sheth Publishers Pvt. Ltd. By Rhoda A. Doctor, Aspi H. Doctor et al

4.f Web Links for Online Notes/YouTube/VSIT Digital Content/VIT Lecture Capture/NPTEL Videos

Students can view lectures by VSIT professors, captured through LMS 'Lecture Capture' in VIT campus for previous years.

No.	Websites / Links	Module Nos.
1	Digital Content (live.vsit.edu.in)	1-4
2	PPTs	1-4

4.g Recommended MOOC Courses like Coursera / NPTEL / MIT-OCW / edX etc.

Sr. No.	MOOC Course Link	Course conducted by – Person / University / Institute / Industry	Course Duration	Certificate (Y / N)
1	Business Communication Crash Course https://www.udemy.com/business-communication-crash-course/	Elevance Team	60 lectures	Y

4.h Recommended Value Added Courses (VAC)

Sr. No.	Name of the Value Added Course	Conducted by – Person / Institute / Industry	Course Duration	Certificate (Y / N)
1	In Communication	Institute	10 Hrs	Y

4.i Study Material Distributed among Students

Tick if distributed among students					
GQ	Notes	Digital Content	PPT	EQ (updated till the Last Exam)	Other (Write Details)
✓	✓	✓	✓	✓	Solutions of the Regular and ATKT Exams written by the Faculty Members-

5. Consolidated Course Lesson Plan

From (date/month/year)	To (date/month/year)	Total Number of Weeks
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Semester Duration	November 2019	April 2020	15
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Week No.	Lecture no.	Module No.	Lecture Topics / IA 1 and IA 2 / BSA planned to be covered	Actual date of Completion	COs	Recommended Prior Viewing / Reading	
						Lecture No. (on LMS)	Chapter No. / Page Nos./ Books/ Web Site
1	1	I	Presentation – Concept, Planning and delivery		CO1		
	2	I	Presentation – Kinesics, Visual Aids ,Audience in the presentation		CO1		
	3	I	P1 -Practicals- How to make power point Presentation		CO1		
2	5	II	Interviews – Concept and Types		CO2		
	6	II	Interviews – WASP and Interviewers/ Interviewees(video)		CO2		
	7	II	P2- Oral Presentations (Students will be informed about the Topics for the presentations)		CO2		
3	8	II	Interviews –Conduct, Advantages and Disadvantages		CO2		
	9	II	Group Discussion – Concept , Reasons to conduct, Skills and Importance		CO2		
	10	II	P3- Oral Presentations (Students will be informed about the Topics for the presentations)		CO2		
4	11	III	Group Discussion- Organising G.D . Do's and Don'ts .		CO2		
	12	II	Debate (activity) Video		CO2		
	13	II	P4- Mock Interview		CO2		
5	14	II	Meeting – Concept, Planning and Types		CO2		
	15	II	Meeting – Conduct, Role of the Chairperson(video)		CO2		
	16	II	P5- Mock Interview		CO2		

6	17	II	Meetings – Chairperson and Participants		CO2		
	18	II	Notice, Agenda		CO2		
	19		P6- Mock Interview		CO2		
7	20		Notice , Agenda		CO2		
	21	II	MOM, Resolution		CO2		
	22	II	P7- Group Discussion		CO2		
8	23	II	Conferences – Concept, Planning and Types		CO2		
	24	II	Conferences – Concept, Planning and Types		CO2		
	25	II	P8- Group Discussion		CO2		
9	26	III	Meetings and Conferences – Revision		CO2		
	27	II	Quiz		CO2		
	28	II	P9- Group Discussion		CO2		
10	29		Public Relations-Meaning, Need, Purpose		CO2		
	30		Public Relations-Meaning, Need, Purpose		CO2		
	31	II	P10- Mock Meeting		CO2		
11	32	II	Public Relations- Function , Internal Measures		CO2		
	33	II	Public Relations- External Measures		CO2		
	34	II	P11 -Mock Meeting		CO2		

12	35		Class Test			
	36	III	Business Correspondence- Letters of Inquiry, Replies		CO3	
	37	III	P12- Letters of Inquiry , Replies		CO3	
13	38	III	Letters of Complaint, Claims		CO3	
	39	III	Letters of Adjustments		CO3	
	40		P13- Letters of Complaint, Claims		CO3	
14	41	II	AIDA and Sales Letters		CO3	
	42	III	Promotional leaflets/Fliers (Competition)		CO3	
	43	III	P14- Letters of Adjustments		CO3	
15	44	III	Grievance Letters		CO3	
	45	III	RTI Letters Letter Writing –THT(Take Home Test)		CO3	
	46	III	P15- Grievance Letters/ RTI Letters		CO3	
16	47	IV	Reports		CO4	
	48	IV	Reports		CO4	
	49	IV	Summarization		CO4	
	50	IV	Summarization		CO4	
	51		Revision		C1 to C4	
	52		Revision		C1 To c4	

6. Rubric for Grading and Marking of Term Work (inform students at the beginning of semester)

Lecture + Practical (% Attendance) & Marks	Assignments	Tutorial	Lab / Practical Performance	Lab Journal Assessment	Class Tests (Other than IA)	Class participation	Other (2) specify	Total
						5		5

7. Assignments / Tutorials Details (must attach print out of all questions together with AAP)

Assignment No.	Title of the Assignments / Tutorials	CO Map	Assignments given to Students on	Date of Submission
1	Assignment 1	CO1	Week 1	Week 3
2	Assignment 2	CO2	Week 2	Week 4
3	Assignment 3	CO3	Week 9	Week 10
4	Assignment 4	CO4	Week 12	Week 13

Analysis of Assignment / Tutorial Questions and Related Resources

Assignment No.	Week No.	Type* (√)			Module No.	Based on #			Question Type (√)	
		R	UQ	OBT		Text Book	Reference Book	Other Learning Resource	MU EQ	Thought Provoking
1	Week 1	<input checked="" type="checkbox"/>			1				<input checked="" type="checkbox"/>	
2	Week 5				2				<input checked="" type="checkbox"/>	
3	Week 8				3				<input checked="" type="checkbox"/>	
4	Week 10				4				<input checked="" type="checkbox"/>	

* Tick (✓) the Type of the Assignment: Regular (R); Unannounced Quiz (UQ) ; Open Book Test for TY/SY/MASTERS (OBT)
 # Write number for Text book, reference book, other learning resource from this AAP – from Points 4.a to 4.d

8. Internal Assessment / Other Class Test / Open Book Test (OBT)/Take Home Test (THT) Details

Tests	Test Dates	Module No.	CO Map	IA Question Paper Pattern	Policy
1 st IA Test	Mid of January	I and II		Q1 – MCQ - 10 Marks Q2 – 1 numerical 5 Marks Q3 – 1 numerical 5 Marks 20 marks each for IA 1 & 2	No IA Re-test
2nd IA Test					IA is a Head of passing *
Pop Quiz	January	II	CO2		
Open Book Test	February	II	CO2		
Take Home Test	March	III	CO3		
Class tests / prelims	January	II	CO2		
Debate		II	CO2		
Oster Competition	February	III	CO3		

* IA failures will have to appear for re-test in next semester

9.a Practical Activities – Regular Experiments

Practical No.	Module No.	Title of the Regular Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1		Presentation	Effective power point presentation, oral presentation and persuasive strategies	CO1	
2		Mock Interview	Preparing students for interviews	CO2	
3		Group Discussion	Conversation Skills and analytic ability	CO2	
4		Trade Letters	Written corporate communication	CO1	

9.b Practical Activities – Newly Added Experiments

Practical No.	Module No.	Title of the Newly Added Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)

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9.c Practical Activities – PBL Experiments

Practical No.	Module No.	Title of the PBL Experiments	Concepts to be highlighted	CO Map	Audit / Quality (0 to 4)
1	III	Case study Analysing resumes of renowned personalities	Effective Written Communication	CO3	

10. Beyond Syllabus Activities for Gap Mitigation

No.		Activities	Details – no of attendees, guest, feedback, mark sheet, report
1	Interaction with Outside World	Guest Lecture / Workshops	
2	Test and Assessments	Class Tests – (other than IA)	YesYeYes
3		Pop Quiz	
4		Open Book Test	
5		Take Home Test	
6	Collaborative and Group Activity	Students Debates	
7		Panel Discussion / Mock GD	
8		Mock Interview	
9	Co-curricular Courses	Videos	
10		Room 101 Competition	

*** Do not delete any activity. Give details for planned events. Write 'NA' for activity Not Planned.**

Consolidated Academic Administration Plan Prepared by (mention all theory teaching faculty names with signature

Lakshmi Pillai

Faculty 1 Name (Sign.)

Faculty 2 Name (Sign.)

Faculty 3 Name (Sign.) P

External Industry Mentor (Sign.)

External Academic Mentor (Sign.)

VSIT Cluster Mentor Name (Sign.)

Prof. Santosh Gupta
Head of Dept. (Sign.)

Version 2020-2021

The academic resources available in VSIT –

VMIS (ERP)	V-Refer and V-Live	VSIT Library	VAC & MOOC Courses
Institute & Department Vision and Mission	Former IA question papers and solutions (prepared by faculty)	Former IA question papers solutions - hardcopy	Value Added Courses (VAC) are conducted throughout the semester & in the semester break - Enrol for the VACs
Program Educational Objectives (PEO)	MU end semester examination question papers and solutions (prepared by faculty)	MU end semester exam question paper & solutions - by faculty, hardcopy	
Program Specific Outcome (PSO)	Class notes and Digital Content for the subject (scanned / typed by faculty)	All text books, reference books, e -books mentioned in the syllabus & AAP	Online courses from NPTEL, Coursera etc. are pursued throughout the semester - Register for the course & get certified
Program Outcome (PO)	Comprehensive question bank, EQ, GQ, PPT, Class Test papers	Technical journals and magazines for reference	
Departmental Knowledge Map	Academic Administration Plan & Beyond Syllabus Activity report	VSIT library is member of IIT Bombay Library	Watch former lectures captured in LMS at VSIT

1.a Course Objectives (write in detail – follow NBA guideline in this regard)

Cognitive	What do you want students to know?	Students should know the basics of statistics, application and scope of statistics
Affective	What do you want students to think / care about?	Students should think/take care of merits, demerits and various formulae of various Statistical Tools
Behavioural	What do you want students to be able to do?	Students should be able to use Statistical Concepts in various fields like Research Methodology, Finance etc.

1.b Course Outcome (CO) Statements and Module-Wise Mapping (follow NBA guideline)

CO No.	Statements	Related Module/s
CO1	Students should understand the concept of Population and Sample	Unit 1
CO2	Students should learn the concept of Measure of Central Tendency	Unit 2
CO3	Students should learn the concept of Measure of Dispersion	Unit 3
CO4	Students should understand the concept of Correlation and Regression (for ungrouped data)	Unit 4
CO5	Students should learn the concept of Linear Programming Problems	Unit 5

1.c Mapping of COs with POs (mark S: Strong, M: Moderate, W: Weak, Dash '-': not mapped)

	PO 1	PO 2	PO 3	PO 4	PO 5	PO 6	PO 7	PO 8	PO 9	PO 10	PO 11	PO 12
CO 1												
CO 2												
CO 3												
CO 4												
CO 5												

1.d**Mapping of COs with PSOs (mark S: Strong, M: Moderate, W: Weak, Dash '-':not mapped)**

	PSO 1	PSO 2	PSO 3	PSO 4
CO 1				
CO 2				
CO 3				
CO 4				
CO 5				

1.e**Teaching and Examination Scheme (As specified by the University) for the Course**

Categories	Mathematics	Computing / IT / Electronics	Humanities & Soft Skill	Social Sciences	Commerce	Management	Multidisciplinary
Tick suitable category	✓						

Subject Code	Subject Name	Teaching Scheme			Credits Assigned			
		Theory	Practical	Tutorial	Theory	TW/Practical	Tutorial	Total
UBFM203	Business Statistics	75			3			3

Subject Code	Subject Name	Examination Scheme							
		Theory Marks IA Test			End Sem. Exam Marks	TW	Practical	Oral	Total
		IA 1	IA 2	Sum of IA1 and IA2					
UBFM203	Business Statistics	20	05	25	75				100

1.f**Faculty-Wise Distribution of all Lecture-Practical-Tutorial Hours for the Course**

Divisions	Lecture (Hrs.)	Practical (Hrs.)				Tutorial (Hrs.)			
		Batch 1	Batch 2	Batch 3	Batch 4	Batch 1	Batch 2	Batch 3	Batch 4
A	40	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.

1.g**Office Hours (Faculty will be available in office in this duration for solving students' query)**

Division	Day	Time (at least 1 Hr. / Division)	Venue (Office Room No.)
A	Monday	04:00 p.m. – 05:00 pm	Library

2.a**Syllabus: Module Wise Teaching Hours and % Weightage in University Question Paper**

Module No.	Module Title and Brief Details	Teaching Hrs. for each module	% Weightage in University Question Papers

1	Population and Sample	8	20
2	Measure of Central Tendency	8	20
3	Measure of Dispersion	8	20
4	Correlation and Regression (for ungrouped data)	8	20
5	Linear Programming Problems	8	20
* Insert rows for more modules in the Course		Total	40
			100

2.b Prerequisite Courses

No.	Semester	Name of the Course	Topic/s
1	XI & XII	Commerce (Measure of Central Tendency)	ALL

2.c Relevance to Future Courses

No.	Semester	Name of the Course
1	I & II	MMS/MBA (Business Statistics & Research Methodology)
2	III	Portfolio Management (Sums) – BFM
3	VI	Risk Management (Sums) – BFM

2.d Real Life Application Mapping – Mention Application from Very Common Day to Day Life

No.	Real Life Application Mapping with the Course
1	Students should apply the concepts in Research Methodology
2	Students should apply the concept in Risk Management in Finance
3	

3. Past Results – Division-Wise and Topic-Wise Result Based Analysis

Details	Target - March 2021	Mar 2020	Mar 2019	Mar 2018
Course Passing % – Average of 3 Divisions	100 %	100 %	91.5	89 %
Marks Obtained by Course Topper (mark/100)	100	100	93	90

Division A	Division B	Division C	Division F
------------	------------	------------	------------

Year	Initials of Teacher	% Result	Initials of Teacher	% Result	Initials of Teacher	% Result	Initials of Teacher	% Result
Mar 2020	AKK	100 %						
Mar 2019	AKK	91 %						
Mar 2018	SSK3	89 %						

Topics which affect results negatively	Module Number	Recommendations to overcome these issues & improve result in future
Linear Programming	5	Suggesting Students to refer to basics of Linear Programming from XI & XII Book

4 All the Learning Resources – Books and E-Resources

4.a List of Text Books (T – Symbol for Text Books) to be Referred by Students

Sr. No	Text Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Statistical Methods	Gupta, S.P., and Archana Gupta	Sultan Chand and Sons	3	1-5
2	Fundamentals of Statistics	Gupta	S.C Himalaya Publishing House.	3	1-5

4.b List of Reference Books (R – Symbol for Reference Books) to be Referred by Students

Sr. No	Reference Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Statistics for Management	Levin, Richard and David S. Rubin	Prentice Hall of India	4	1-5
2	Practical Business Statistics	Siegel	Andrew F International Edition	4	1-5

4.c List of E - Books (E – Symbol for E-Books) to be Referred by Students

Sr. No	E- Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Basic Business Statistics	Srinivas R Rao		3	1-5
2	Introductory Business Statistics	Thomas K Tiemann	The Global Text Project	4	1-5
3	A Guide to Business Statistics	David M McEvoy	Wiley	3	1-5
4					

4.d Web Links and Names of Magazines, Journals, E-journals – [VIT is member of IIT Bombay Library]

Refer online journals subscribed in VIT library. You can also access IIT Bombay online library for journals from IITB campus.

Sr. No.	Web-Links and Names of Journals and E-Journals Recommended to Students for this Course	Web-Links and Names of Magazines Recommended to Students for this Course	Module Nos.

1	Journal of Business and Economic Statistic (Taylor & Francis)	Journal on Government Statistics	All
2	International Journal of Business Statistics & Finance (Serial Publication)	Data Science Magazine	All

4.e Module Best Available in - Tick the best resource [from 4.a to 4.d in this AAP] & give details

Module No.	Category (Please Tick Mark) - √						Available In VSIT Library?		Details of the Resource (i.e. Name, Chapter & Page No., etc.)
	Book			Maga-zine	Journals		Y	N	
	Text	Reference	E-Book		Regular	E-Journal			
1	✓	✓	✓	✓	✓	✓			
2	✓	✓	✓	✓	✓	✓			
3	✓	✓	✓	✓	✓	✓			
4	✓	✓	✓	✓	✓	✓			
5	✓	✓	✓	✓	✓	✓			

4.f Web Links for Online Notes/YouTube/VSIT Digital Content/VIT Lecture Capture/NPTEL Videos

Students can view lectures by VSIT professors, captured through LMS 'Lecture Capture' in VIT campus for previous years.

No.	Websites / Links	Module Nos.
1	www.youtube.com	1-5
2	www.edx.com	1-5
3	www.ddegjust.ac.in	1-5

4.g Recommended MOOC Courses like Coursera / NPTEL / MIT-OCW / edX etc.

Sr. No.	MOOC Course Link	Course conducted by – Person / University / Institute / Industry	Course Duration	Certificate (Y / N)
1	Business Statistics & Analysis Application	Coursera		Y
2	Statistics for Business I	Edx		Y

4.h Recommended Value Added Courses (VAC)

Sr. No.	Name of the Value Added Course	Conducted by – Person / Institute / Industry	Course Duration	Certificate (Y / N)
1	Perfect your Mathematical skills	WWW.udemy.com	28 hrs	N

4.i Study Material Distributed among Students

Tick if distributed among students					
GQ	Notes	Digital Content	PPT	EQ (updated till the Last Exam)	Other (Write Details)
√	√	√	√	√	

5. Consolidated Course Lesson Plan

	From (date/month/year)	To (date/month/year)	Total Number of Weeks
Semester Duration	18/01/2021	30/04/2021	15

Week	Lecture no.	Module No.	Lecture Topics / IA 1 and IA 2 / BSA planned to be covered	Actual date of Completion	Cos	Recommended Prior Viewing / Reading	
						Lecture No. (on LMS)	Chapter No. / Page Nos./ Books/ Web Site
1	1	1	Introduction to Syllabus and its application in day to day life		1		
	2	1	Concept of Statistics & Scope of Statistics in Management & Financial Markets		1		
	3	1	Concept of Population and Sample with illustration		1		
2	4	1	Methods of sampling- SRSWR, SRSWOR		1		
	5	1	Methods of sampling- Stratified, Systematic		1		
	6	1	Concept of Frequency Distribution and Cumulative Frequency Distribution		1		
3	7	1	Concept of Histogram, Frequency Polygon, Multiple Bar Graph and sums related to it		1		
	8	1	Concept of Pie Chart & Sub Divided Bar Graph and sums related to it		1		
	9	2	Concept of Central Tendency & Criteria for good measures of central tendency		2		
4	10	2	Concept of Arithmetic Mean & Combined Mean		2		

	11	2	Calculation of Arithmetic Mean for Ungrouped Data		2		
	12	2	Calculation of Arithmetic Mean for Grouped Data		2		
5	13	2	Concept of Median		2		
	14	2	Calculation of Median for Ungrouped & Grouped Data		2		
	15	2	Concept of Mode		2		
6	16	2	Calculation of Mode for Ungrouped and Grouped Data		2		
	17	3	Concept of Dispersion & Absolute Measure of Dispersion		3		
	18	3	Concept of Relative Measure of Dispersion		3		
7	19	3	Concept of Range and sums related to it		3		
	20	3	Concept of Variance & Standard Deviation and sums related to it		3		
	21	3	Concept of Standard Deviation and Sums related to it		3		
8	22	3	Concept of Coefficient of Variation & Quartile Deviation and sums related to it		3		
	23	3	Concept of Decile & Percentile and sums related to it		3		
	24	3	Concept of Coefficient of Quartile Deviation and sums related to it		3		
9	25	4	Concept of Correlation, Positive and Negative Correlation		4		
	26	4	Concept of Karl Pearson's Coefficient of Correlation		4		
	27	4	Sums related to Karl Pearson's Coefficient of Correlation		4		
10	28	4	Concept of Regression		4		

	29	4	Concept of Regression of 'Y on X' and sums related to it		4		
	30	4	Concept of Regression of 'X on Y' and sums related to it		4		
11	31	4	Concept of Regression coefficients and sums related to it		4		
	32	4	Properties of Regression and sums related to it		4		
	33	5	Introduction to Concept of LPP		5		
12	34	5	Concept of formulation of LPP		5		
	35	5	Sums on formulation of LPP		5		
	36	5	Sums on formulation of LPP		5		
13	37	5	Concept of Solution by Graphical Methods		5		
	38	5	Sums on solution by graphical method		5		
	39	5	Sums on solution by graphical method		5		
14	40	5	Problems relating to two variables		5		

6. Rubric for Grading and Marking of Term Work (inform students at the beginning of semester)

Lecture + Practical (% Attendance) & Marks	Assignments	Tutorial	Lab / Practical Performance	Lab Journal Assessment	Class Tests (Other than IA)	Class participation	Other (2) specify	Total
5								5

7. Assignments / Tutorials Details (must attach print out of all questions together with AAP)

Assignment No.	Title of the Assignments / Tutorials	CO Map	Assignments given to Students on	Date of Submission
1	Assignment on "Population & Sample"	1		
2	Assignment on "Measure of Central Tendency"	2		
3	Assignment on "Measure of Dispersion"	3		
4	Assignment on "Correlation & Regression"	4		
5	Assignment on "Linear Programming Problems"	5		

Analysis of Assignment / Tutorial Questions and Related Resources

Assignment No.	Week No.	Type* (√)			Module No.	Based on #			Question Type (√)	
		R	UQ	OBT		Text Book	Reference Book	Other Learning Resource	MU EQ	Thought Provoking
1		√	√		1	√	√		√	
2		√	√		2	√	√		√	
3		√	√		3	√	√		√	
4		√	√		4	√	√		√	
5		√	√		5	√	√		√	

* Tick (√) the Type of the Assignment: Regular (R); Unannounced Quiz (UQ); Open Book Test for TY/SY/MASTERS (OBT)

Write number for Text book, reference book, other learning resource from this AAP – from Points 4.a to 4.d

8.

Internal Assessment / Other Class Test / Open Book Test (OBT)/Take Home Test (THT) Details

Tests	Test Dates	Module No.	CO Map	IA Question Paper Pattern	Policy
1 st IA Test	2 nd Week of Feb			Q1 – MCQ - 10 Marks Q2 – 1 numerical 5 Marks Q3 – 1 numerical 5 Marks 20 marks each for IA 1 & 2	No IA Re-test IA is a Head of passing *
2 nd IA Test					

Pop Quiz					
Open Book Test					
Take Home Test					
Class tests / prelims					
Class tests / prelims					
Any other test/exams					

* IA failures will have to appear for re-test in next semester

9.a Practical Activities – Regular Experiments

Practical No.	Module No.	Title of the Regular Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1					
2					
3					
4					
5					
6					

9.b Practical Activities – Newly Added Experiments

Practical No.	Module No.	Title of the Newly Added Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1					
2					

9.c Practical Activities – PBL Experiments

Practical No.	Module No.	Title of the PBL Experiments	Concepts to be highlighted	CO Map	Audit / Quality (0 to 4)
1	2	Measure of Central Tendency	Application of Mean, Median & Mode	2	
2	4	Correlation & Regression	Types of Correlation	4	

10. Beyond Syllabus Activities for Gap Mitigation

No.	Type of the Activity	Activities	Details – no of attendees, guest, feedback, mark sheet, report
1	Interaction with Outside World	Guest Lecture / Workshops	
2		Industrial Visit	
3	Test and Assessments	Class Tests – (other than IA)	Class Test on Correlation
4		Mini Projects	
5		Pop Quiz	MCQ's
6		Mobile App Based Quiz	
7		Open Book Test	
8		Take Home Test	Topic: Regression
9	Collaborative and Group Activity	Poster Presentation	
10		Minute Papers	Topic: Formula Book
11		Students Seminar	
12		Students Debates	
13		Panel Discussion / Mock GD	
14		Mock Interview	
15	Co-curricular Courses	MOOC-NPTEL/Coursera Videos	
16		Value Added Courses	
17		Lecture Capture Usage	

*** Do not delete any activity. Give details for planned events. Write 'NA' for activity Not Planned.**

Consolidated Academic Administration Plan Prepared by (mention all theory teaching faculty names with signature)

Amit Kabra

Faculty 1 Name (Sign.)

External Industry Mentor (Sign.)

External Academic Mentor (Sign.)

VSIT Cluster Mentor Name (Sign.)

Head of Dept. (Sign.)

The academic resources available in VSIT –

VMIS (ERP)	V-Refer and V-Live	VSIT Library	VAC & MOOC Courses
Institute & Department Vision and Mission	Former IA question papers and solutions (prepared by faculty)	Former IA question papers solutions - hardcopy	Value Added Courses (VAC) are conducted throughout the semester & in the semester break - Enrol for the VACs
Program Educational Objectives (PEO)	MU end semester examination question papers and solutions (prepared by faculty)	MU end semester exam question paper & solutions - by faculty, hardcopy	
Program Specific Outcome (PSO)	Class notes and Digital Content for the subject (scanned / typed by faculty)	All text books, reference books, e -books mentioned in the syllabus & AAP	Online courses from NPTEL, Coursera etc. are pursued throughout the semester - Register for the course & get certified
Program Outcome (PO)	Comprehensive question bank, EQ, GQ, PPT, Class Test papers	Technical journals and magazines for reference	
Departmental Knowledge Map	Academic Administration Plan & Beyond Syllabus Activity report	VSIT library is member of IIT Bombay Library	Watch former lectures captured in LMS at VSIT

1.a Course Objectives (write in detail – follow NBA guideline in this regard)

Cognitive	What do you want students to know?	To understand Computer Fundamentals.
Affective	What do you want students to think / care about?	To think on uses of Internet and related technologies.
Behavioural	What do you want students to be able to do?	To apply the skills of Office productivity tools such as Word and Excel.

1.b Course Outcome (CO) Statements and Module-Wise Mapping (follow NBA guideline)

CO No.	Statements	Related Module/s
CO1	To understand Computer Fundamentals	Unit 1
CO2	To understand History of Windows OS	Unit 2
CO3	To think on uses of Internet and related technologies	Unit 3
CO4	To make students comfortable with Microsoft Word	Unit 4
CO5	To make students comfortable with Microsoft Excel	Unit 5

1.c Mapping of COs with POs (mark S: Strong, M: Moderate, W: Weak, Dash ‘-’: not mapped)

	PO 1	PO 2	PO 3	PO 4	PO 5	PO 6	PO 7	PO 8	PO 9	PO 10	PO 11	PO 12
CO 1												
CO 2												
CO 3												
CO 4												
CO 5												

1.d Mapping of COs with PSOs (mark S: Strong, M: Moderate, W: Weak, Dash ‘-’:not mapped)

	PSO 1	PSO 2	PSO 3	PSO 4
CO 1				
CO 2				

CO 3				
CO 4				
CO 5				

1.e Teaching and Examination Scheme (As specified by the University) for the Course

Categories	Mathematics	Computing / IT / Electronics	Humanities & Soft Skill	Social Sciences	Commerce	Management	Multidisciplinary
Tick suitable category					✓		

Subject Code	Subject Name	Teaching Scheme			Credits Assigned			
		Theory	Practical	Tutorial	Theory	TW/Practical	Tutorial	Total
	Computer Skills – I	75	25	--	3	-	--	3

Subject Code	Subject Name	Examination Scheme							
		Theory Marks IA Test			End Sem. Exam Marks	TW	Practical	Oral	Total
		IA 1	IA 2	Sum of IA1 and IA2					
	Computer Skills – I	-	5	5	75	--	10	5	75

1.f Faculty-Wise Distribution of all Lecture-Practical-Tutorial Hours for the Course

Divisions	Lecture (Hrs.)	Practical (Hrs.)				Tutorial (Hrs.)			
		Batch 1	Batch 2	Batch 3	Batch 4	Batch 1	Batch 2	Batch 3	Batch 4
A	3	1	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.

1.g Office Hours (Faculty will be available in office in this duration for solving students' query)

Division	Day	Time (at least 1 Hr. / Division)	Venue (Office Room No.)
A	Monday	2:00 PM-3:00 PM	Main Staff Room

2.a Syllabus: Module Wise Teaching Hours and % Weightage in University Question Paper

Module No.	Module Title and Brief Details	Teaching Hrs. for each module	% Weightage in University Question Papers
1	Computer Fundamentals	8	20
2	Windows	4	20
3	Internet	8	20
4	Microsoft Word	10	20

5	Microsoft Excel	10	20
* Insert rows for more modules in the Course		Total	40

2.b Prerequisite Courses

No.	Semester	Name of the Course	Topic/s
1	12th Std	IT	-

2.c Relevance to Future Courses

No.	Semester	Name of the Course
1	3	Computer Skills-II

2.d Real Life Application Mapping – Mention Application from Very Common Day to Day Life

No.	Real Life Application Mapping with the Course
1	Usage of Internet in day-to-day life
2	Use of Window shortcuts
3	Use of Word document for preparing Resumes, Use of Excel for Data storage, Use of PowerPoint for presentations

3. Past Results – Division-Wise and Topic-Wise Result Based Analysis

Details	Target - Mar 2021	Mar 2020	Mar 2019	Mar 2018
Course Passing % – Average of 3 Divisions	100%			
Marks Obtained by Course Topper (Mark/100)				

Year	Division A		Division B		Division C	
	Initials of Teacher	% Result	Initials of Teacher	% Result	Initials of Teacher	% Result
Mar 2020	LRJ		NA	NA	NA	NA
Mar 2019			NA	NA	NA	NA
Mar 2018			NA	NA	NA	NA

Topics which affect results negatively	Module Number	Recommendations to overcome these issues & improve result in future
History of Windows OS	2	Extra E-learning content to be provided
Microsoft Excel – Advanced Functions	5	More Practical to be given to students during lab session

4 All the Learning Resources – Books and E-Resources

4.a List of Text Books (T – Symbol for Text Books) to be Referred by Students

Sr. No	Text Book Titles	Author/s	Publisher	Edition	Module Nos.
1					

4.b List of Reference Books (R – Symbol for Reference Books) to be Referred by Students

Sr. No	Reference Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Computer today (3rd edition)	Sanders, Donald H	McGraw Hill	3rd	1
2	Computer in Business	Sanders D	McGraw Hill	-	1
3	Computers	Subramaniam N	Wheeler	-	1

4.c List of E - Books (E – Symbol for E-Books) to be Referred by Students

Sr. No	E- Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Computer Fundamentals Information Technology	Pradeep K Sinha			1
2	Excel 2010	Stephen Moffat			2
3	Microsoft Office Professional 2013-Step by step	Beth Melton, Mark Dodge, Echo Swinford, Andrew Couch, Eric Legault, Ben Schorr and Ciprian Rusen	Microsoft	-	2

4.d Web Links and Names of Magazines, Journals, E-journals – [VIT is member of IIT Bombay Library]

Refer online journals subscribed in VIT library. You can also access IIT Bombay online library for journals from IITB campus.

Sr. No.	Web-Links and Names of Journals and E-Journals Recommended to Students for this Course	Web-Links and Names of Magazines Recommended to Students for this Course	Module Nos.
1	Computer Fundamental https://www.tutorialspoint.com/computer_fundamentals/	Top 10 Most Secure Internet Browsers https://cybersecuritymag.com/secure-internet-browsers/	1-5

4.e Module Best Available in - Tick the best resource [from 4.a to 4.d in this AAP] & give details

Module No.	Category (Please Tick Mark) - √						Available In VSIT Library?		Details of the Resource (i.e. Name, Chapter & Page No., etc.)
	Book			Maga-zine	Journals		Y	N	
	Text	Reference	E-Book		Regular	E-Journal			
1	✓								
2	✓								
3	✓								
4	✓								

5									
---	--	--	--	--	--	--	--	--	--

4.f Web Links for Online Notes/YouTube/VSIT Digital Content/VIT Lecture Capture/NPTEL Videos

Students can view lectures by VSIT professors, captured through LMS 'Lecture Capture' in VIT campus for previous years.

No.	Websites / Links	Module Nos.
1	Digital Content (live.vsit.edu.in)	1-5
2	Microsoft Teams	1-5

4.g Recommended MOOC Courses like Coursera / NPTEL / MIT-OCW / edX etc.

Sr. No.	MOOC Course Link	Course conducted by – Person / University / Institute / Industry	Course Duration	Certificate (Y / N)
1	Word Office 2016 Ultimate Basics for Beginners https://www.udemy.com/course/gearup-word-office-course-from-a-noobie-to-a-crackerjack/	Udemy	1 Hr	Y

4.h Recommended Value Added Courses (VAC)

Sr. No.	Name of the Value Added Course	Conducted by – Person / Institute / Industry	Course Duration	Certificate (Y / N)
1				

4.i Study Material Distributed among Students

Tick if distributed among students					
GQ	Notes	Digital Content	PPT	EQ (updated till the Last Exam)	Other (Write Details)
✓	✓		✓	✓	

5. Consolidated Course Lesson Plan

	From (date/month/year)	To (date/month/year)	Total Number of Weeks
Semester Duration			

Week	Lecture no.	Module No.	Lecture Topics / IA 1 and IA 2 / BSA planned to be covered	Actual date of Completion	Co s	Recommended Prior Viewing / Reading	
						Lecture No. (on LMS)	Chapter No. / Page Nos./ Books/ Web Site

1	1	1	Introduction to Subject and Discussion of TLP		1			
	2	1	Personal Computers- Identification/Demonstration of different storage Devices like CD and CD drive		1			
	3	1	Hard disk- HDD, Storing and Retrieving data from various Storage Devices		1			
	4	1	Identification of various Input and Output Devices		1			
2	5	1	Primary Memory, RAM and ROM		1			
	6	1	Processor- CPU, it's speed- machine cycle, ports, computer buses		1			
	7	1	Different types of Printers.		1			
	8	1	Introduction to trouble shooting of personal computers		1			
3	9	2	Windows- Introduction, Features, various versions of Windows		2			
	10	2	My computer, my documents, recycle bin, network neighbourhood, start menu		2			
	11	2	Taskbar, File and Folder operation (creating, copying, moving, deleting)		2			
	12	2	Internet- What is internet, most popular internet services		2			
	13	3	Fundamentals of Internet		3			
	14	3	Functions of internet like email, WWW, FTP		3			
	15	3	UseNet, Instant messaging		3			
	16	3	Internet Telephony, using Address Book		3			
5	17	3	Working with task list		3			
	18	3	Scheduling appointments		3			

	19	3	Reminders, events		3			
	20	3	Browsers and its different types		3			
6	21	4	Microsoft Word- The Word window		4			
	22	4	New documents, Document navigation, Editing text, Working with text, Undo and Redo commands		4			
	23	4	Cut, copy, and paste, Find and replace Text formatting, Character formatting, Tab settings		4			
	24	4	Paragraph formatting, Paragraph spacing and indents Tables		4			
7	25	4	Creating tables, Working with table content, Changing the table structure Page layout		4			
	26	4	Headers and footers, Page setup Graphics		4			
	27	4	Adding graphics and clip art, Working with graphics Proofing		4			
	28	4	printing, and exporting,		4			
8	29	4	Spelling and grammar, AutoCorrect		4			
	30	4	Printing and exporting documents		4			
	31	5	Microsoft Excel- Fundamentals of Excel		5			
	32	5	Cut, Copy, Insert, Delete, Paste Special		5			
9	33	5	Custom Formatting , Undo, Redo		5			
	34	5	Excel Formulas – Basic		5			
	35	5	Excel Formulas – Basic		5			
	36	5	Useful functions and Paste Function, Calc, Comments, Drawing toolbar		5			

10	37	5	Edit, Replace, Delete, Clear, Essential Printing		5			
	38	5	Data Sorting, Hiding, AutoFormats, Protection		5			
	39	5	Basic Charts		5			
	40	5	Basic Formatting If Function		5			

6. Rubric for Grading and Marking of Term Work (inform students at the beginning of semester)

Lecture + Practical (% Attendance) & Marks	Assignments	Tutorial	Lab / Practical Performance	Lab Journal Assessment	Class Tests (Other than IA)	Class participation	Other (2) specify	Total
05			10	05		05		25

7. Assignments / Tutorials Details (must attach print out of all questions together with AAP)

Assignment No.	Title of the Assignments / Tutorials	CO Map	Assignments given to Students on	Date of Submission
1	Computer Fundamentals	1	Week 2	Week 3
2	Windows	2	Week 3	Week 4
3	Internet	3	Week 5	Week 6
4	Microsoft Word	4	Week 8	Week 9
5	Microsoft Excel	5	Week 10	Week 10

Analysis of Assignment / Tutorial Questions and Related Resources

Assignment No.	Week No.	Type* (√)			Module No.	Based on #			Question Type (√)	
		R	UQ	OBT		Text Book	Reference Book	Other Learning Resource	MU EQ	Thought Provoking
1	2	√	√		1				√	√

2	3	√	√	√	2				√	√
3	5	√	√		3				√	√
4	8	√	√		4				√	√
5	10	√	√		5				√	√

* Tick (√) the Type of the Assignment: Regular (R); Unannounced Quiz (UQ) ; Open Book Test for TY/SY/MASTERS (OBT)

Write number for Text book, reference book, other learning resource from this AAP – from Points 4.a to 4.d

8. Internal Assessment / Other Class Test / Open Book Test (OBT)/Take Home Test (THT) Details

Tests	Test Dates	Module No.	CO Map	IA Question Paper Pattern	Policy
1 st IA Test					
2nd IA Test				-	-
Pop Quiz					
Open Book Test					
Take Home Test					
Class tests / prelims					
Class tests / prelims					
Any other test/exams					

* IA failures will have to appear for re-test in next semester

9.a Practical Activities – Regular Experiments

Practical No.	Module No.	Title of the Regular Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1		Creating and Editing of a Word Document			
2		Formatting of a Word Document			
3		Inserting Table in word document			
4		Adding Graphics to the Word Document			

5		Custom Formatting in Excel			
6		Basic Excel Formulas			
7		Data Sorting			
8		Basic Charts			
9		Aggregate Functions			
10		If and nested If functions			

9.b Practical Activities – Newly Added Experiments

Practical No.	Module No.	Title of the Newly Added Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1	IV	Student Result Generation			

9.c Practical Activities – PBL Experiments

Practical No.	Module No.	Title of the PBL Experiments	Concepts to be highlighted	CO Map	Audit / Quality (0 to 4)
1	IV	Sorting and Filtering Employee data			

10. Beyond Syllabus Activities for Gap Mitigation

No.	Type of the Activity	Activities	Details – no of attendees, guest, feedback, mark sheet, report
1	Interaction with Outside World	Guest Lecture / Workshops	
2		Industrial Visit	
3	Test and Assessments	Class Tests – (other than IA)	Yes
4		Mini Projects	Yes
5		Pop Quiz	Yes
6		Mobile App Based Quiz	Yes
7		Open Book Test	
8		Take Home Test	
9	Collaborative and Group Activity	Poster Presentation	Yes
10		Minute Papers	

11		Students Seminar	
12		Students Debates	
13		Panel Discussion / Mock GD	
14		Mock Interview	
15	Co-curricular Courses	MOOC-NPTEL/Coursera Videos	
16		Value Added Courses	
17		Lecture Capture Usage	

*** Do not delete any activity. Give details for planned events. Write 'NA' for activity Not Planned.**

Consolidated Academic Administration Plan Prepared by (mention all theory teaching faculty names with signature)

Faculty 1 Name (Sign.)

Faculty 2 Name (Sign.)

Faculty 3 Name (Sign.)

External Industry Mentor (Sign.)

External Academic Mentor (Sign.)

VSIT Cluster Mentor Name (Sign.)

Head of Dept. (Sign.)

Version 2020-2021

The academic resources available in VSIT –

VMIS (ERP)	V-Refer and V-Live	VSIT Library	VAC & MOOC Courses
Institute & Department Vision and Mission	Former IA question papers and solutions (prepared by faculty)	Former IA question papers solutions - hardcopy	Value Added Courses (VAC) are conducted throughout the semester & in the semester break - Enrol for the VACs
Program Educational Objectives (PEO)	MU end semester examination question papers and solutions (prepared by faculty)	MU end semester exam question paper & solutions - by faculty, hardcopy	
Program Specific Outcome (PSO)	Class notes and Digital Content for the subject (scanned / typed by faculty)	All textbooks, reference books, e -books mentioned in the syllabus & AAP	Online courses from NPTEL, Coursera etc. are pursued throughout the semester - Register for the course & get certified
Program Outcome (PO)	Comprehensive question bank, EQ, GQ, PPT, Class Test papers	Technical journals and magazines for reference	Watch former lectures captured in LMS at VSIT
Departmental Knowledge Map	Academic Administration Plan & Beyond Syllabus Activity report	VSIT library is member of IIT Bombay Library	

1.a Course Objectives (write in detail – follow NBA guideline in this regard)

Cognitive	What do you want students to know?	To gain knowledge about various social, economic, and political issues that affect human lives daily.
Affective	What do you want students to think / care about?	To develop an understanding of fundamental human rights and economy, cultivate a sense of responsibility with regard to the environment, weaker sections of society and to also learn to manage stress and conflict
Behavioural	What do you want students to be able to do?	To develop themselves to be better-informed about their rights and role in society.

1.b Course Outcome (CO) Statements and Module-Wise Mapping (follow NBA guideline)

CO No.	Statements	Related Module/s
CO1	Understand the concepts of liberalization, privatization and globalization and its effect on shaping Indian economy.	Unit 1
CO2	Comprehend the growth of information technology and communication and its impact on everyday life	Unit 1
CO3	Develop a brief understanding about issues related to constitutional rights and an insight into the fundamental rights with respect to social, economic, and political rights	Unit 2
CO4	Recognizing the importance of environment and allied problems.	Unit 3
CO5	Identify the causes of stress and conflict and understand the problem of aggression and prejudice in society.	Unit 4
CO6	Develop effective methods to cope and manage individual stress and resolve conflicts.	Unit 5

1.c Mapping of COs with POs (mark S: Strong, M: Moderate, W: Weak, Dash ‘-’: not mapped)

	PO 1	PO 2	PO 3	PO 4	PO 5	PO 6	PO 7	PO 8	PO 9	PO 10	PO 11	PO 12
CO 1												
CO 2												

CO 3												
CO 4												
CO 5												

1.d Mapping of COs with PSOs (mark S: Strong, M: Moderate, W: Weak, Dash '-':not mapped)

	PSO 1	PSO 2	PSO 3	PSO 4
CO 1				
CO 2				
CO 3				
CO 4				
CO 5				

1.e Teaching and Examination Scheme (As specified by the University) for the Course

Categories	Mathematics	Computing / IT / Electronics	Humanities & Soft Skill	Social Sciences	Commerce	Management	Multidisciplinary
Tick suitable category			✓			✓	

Subject Code	Subject Name	Teaching Scheme			Credits Assigned			
		Theory	Practical	Tutorial	Theory	TW/Practical	Tutorial	Total
USIT	Foundation Course - II	75			2			2

Subject Code	Subject Name	Examination Scheme							
		Theory Marks IA Test			End Sem. Exam Marks	TW	Practical	Oral	Total
		IA 1	IA 2	Sum of IA1 and IA2					
USIT	Foundation Course - II	20	05	25	75				100

1.f Faculty-Wise Distribution of all Lecture-Practical-Tutorial Hours for the Course

Divisions	Lecture (Hrs.)	Practical (Hrs.)				Tutorial (Hrs.)			
		Batch 1	Batch 2	Batch 3	Batch 4	Batch 1	Batch 2	Batch 3	Batch 4
A	2	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.

1.g Office Hours (Faculty will be available in office in this duration for solving students' query)

Division	Day	Time (at least 1 Hr. / Division)	Venue (Office Room No.)
A			Faculty Staff Room

2.a Syllabus: Module Wise Teaching Hours and % Weightage in University Question Paper

Module No.	Module Title and Brief Details	Teaching Hrs. for each module	% Weightage in University Question Papers
1	Globalization and Indian Society	08	20%
2	Human Rights	08	20%
3	Ecology	08	20%
4	Understanding Stress and Conflict	08	20%
5	Managing Stress and Conflict in Contemporary Society	08	20%
* Insert rows for more modules in the Course		Total	40 lectures X 60 Minutes
			100

2.b Prerequisite Courses

No.	Semester	Name of the Course	Topic/s
1	1	Foundation Course - I	Unit 1, 2, 3 and 4
2	2	Foundation of Human Skills	ALL

2.c Relevance to Future Courses

No.	Semester	Name of the Course
1	3	BMS, Semester III Foundation Course (Environmental Management) – III
2	1	M.Com, Semester I Business Ethics and Corporate Social Responsibility

2.d Real Life Application Mapping – Mention Application from Very Common Day to Day Life

No.	Real Life Application Mapping with the Course

1	Stress and Conflict Management
2	Fundamental Rights Awareness
3	Duty towards protecting environment

3. Past Results – Division-Wise and Topic-Wise Result Based Analysis

Details	Target - Mar 2020	Mar 2019	\Mar 2018
Course Passing % – Average of 3 Divisions	100%	93.47	97.46
Marks Obtained by Course Topper (mark/100)	86	80	76

Year	Division A		Initials of Teacher	% Result	Initials of Teacher	% Result	Initials of Teacher	% Result
	Initials of Teacher	% Result						
Mar 2019								

Topics which affect results negatively	Module Number	Recommendations to overcome these issues & improve result in future
Human Rights	2	Continuous reading and written practice

4 All the Learning Resources – Books and E-Resources

4.a List of Textbooks (T – Symbol for Textbooks) to be Referred by Students

Sr. No	Textbook Titles	Author/s	Publisher	Edition	Module Nos.
1	Impact of the policies of WTO on Indian agriculture	S. Nehru	Serial Pub. (2012)		01
2	Environmental Studies	Dr. Vijay Kumar Tiwari	Himalayan Pub. (2010)		03

4.b List of Reference Books (R – Symbol for Reference Books) to be Referred by Students

Sr. No	Reference Book Titles	Author/s	Publisher	Edition	Module Nos.
1	<i>A decade of economic reforms in India (The past, the present, the future)</i>	<i>Edited by Raj Kapila and Uma Kapila</i>	<i>Academic Foundation (2002)</i>		Requested
2	<i>Privatisation of public enterprises – Emerging dimensions</i>	Edited by G.S. Batra, NarinderKaur	Anmol Pub. (1995)		Requested
3	<i>Economics of development</i>	Dwight Perkins, Steven Radelet, David Lindauer	Norton company (2006)		Requested
4	<i>Industrial Policy and economic development in India (1947 -2012)</i>	Anup Chatterjee	New Century Pub. (2012)		Requested

5	<i>Globalisation and development of backward areas</i>	Edited by G. Satyanarayana	New Century Pub. (2007)		Requested
6	<i>Contemporary issues in globalisation – An introduction to theory and policy in India</i>	Soumyen Sikder	Oxford University Press (2002)		Requested
7	<i>Ecology and environment</i>	Benu Singh	Vista International Pub. (2006)		Requested
8	<i>Universal Human Rights: In theory and practice</i>	Jack Donnelly	(2014)		Requested
9	<i>Foundation Course – II</i>	P.G.Shinde, Mahesh Bhagwat, Dr. Namita Nimbalkar & Meghna Shinde-Chakne	Sheth	2	1-5
10	<i>Stress Management</i>	Dr. N. Tejmani Singh	Maxford books (2011)		Requested

4.c List of E - Books (E – Symbol for E-Books) to be Referred by Students

Sr. No	E- Book Titles	Author/s	Publisher	Edition	Module Nos.
1.	Climate Change: A Silent Treat https://www.free-ebooks.net/ebook/Climate-Change-A-Silent-Threat	Sylvain Richer de Forges			3

4.d Web Links and Names of Magazines, Journals, E-journals – [VIT is member of IIT Bombay Library]

Refer online journals subscribed in VIT library. You can also access IIT Bombay online library for journals from IITB campus.

Sr. No.	Web-Links and Names of Journals and E-Journals Recommended to Students for this Course	Module Nos.
1.	What are the Universal Human Rights-Benedetta Berti https://www.youtube.com/watch?v=nDgIVseTkuE	2
2.	Economic and Political Weekly https://www.epw.in/tags/globalisation	1

4.e

Module No.	Category (Please Tick Mark) - √						Available in VSIT Library?		Details of the Resource (i.e., Name, Chapter & Page No., etc.)
	Book			Magazine	Journals		Y	N	
	Text	Reference	E-Book		Regular	E-Journal			
1		✓						✓	Foundation Course II by P.G.Shinde, Mahesh Bhagwat, Dr. Namita Nimbalkar & Meghna Shinde-Chakne, Sheth Publications

4.f Web Links for Online Notes/YouTube/VSIT Digital Content/VIT Lecture Capture/NPTEL Videos

Students can view lectures by VSIT professors, captured through LMS 'Lecture Capture' in VIT campus for previous years.

No.	Websites / Links	Module Nos.
1	Digital Content (live.vsit.edu.in)	1-5
2	PPTs	1-5
3	Graded Questions	1-5

4.g Recommended MOOC Courses like Coursera / NPTEL / MIT-OCW / edX etc.

Sr. No.	MOOC Course Link	Course conducted by – Person / University / Institute / Industry	Course Duration	Certificate (Y / N)

4.h Recommended Value Added Courses (VAC)

Sr. No.	Name of the Value-Added Course	Conducted by – Person / Institute / Industry	Course Duration	Certificate (Y / N)
1				

4.i Study Material Distributed among Students

Tick if distributed among students					
GQ	Notes	Digital Content	PPT	EQ (updated till the Last Exam)	Other (Write Details)
<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	

5. Consolidated Course Lesson Plan

	From (date/month/year)	To (date/month/year)	Total Number of Weeks
Semester Duration			

Week	Lecture no.	Module No.	Lecture Topics / IA 1 and IA 2 / BSA planned to be covered	Actual date of Completion	COs	Recommended Prior Viewing / Reading	
						Lecture No. (on LMS)	Chapter No. / Page Nos./ Books/ Web Site
1	1	1	Understanding the concepts of liberalization and privatization & globalization		CO 1		
	2	1	Understanding the concept of globalization and Impact of globalization on industry		CO 1		
2	3	1	Impact of globalization on industry: changes in employment & increasing migration		CO 1		
	4	1	Impact of globalization on industry: changes in employment & increasing migration		CO 1		
3	5		Class Test 1		CO 1		
	6	1	Changes in agrarian sector due to globalization; rise in corporate farming & increase in farmers' suicides		CO 1		
4	7	1	Changes in agrarian sector due to globalization; rise in corporate farming & increase in farmers' suicides		CO 1		
		1	Growth of IT & communication and its impact manifested in everyday life (Self Study)		CO 1		
5	8	2	Human Rights constituents with special reference to Fundamental Rights		CO 2		
	9	2	Human Rights constituents with special reference to Fundamental Rights		CO 2		
6	10	2	Universal Declaration of Human Rights		CO 2		
	11	2	Universal Declaration of Human Rights Assignment No. 1		CO 2		
7	12		Class Test 2				

	13		Allocation of FC-II Projects				
8	14	3	Understanding concepts of environment		CO 3		
		3	Causes of environmental degradation (Self Study)		CO 3		
9	15	3	Environment as natural capital and connection to quality of human life		CO 3		
	16	3	Sustainable development-concept and components		CO 3		
10	17	3	Sustainable development-concept and components		CO 3		
	18	3	Poverty and environment		CO 3		
11	19		Class Test 3				
	20		Revision				
12	21	4	Agents of socialization and the role played by them in developing the individual		CO 4		
	22	4	Agents of socialization and the role played by them in developing the individual		CO 4		
13	23	4	Significance of values, ethics, and prejudices in developing the individual		CO 4		
	24	4	Significance of values, ethics, and prejudices in developing the individual		CO 4		
14	25	4	Stereotyping and prejudice as significant factors in causing conflicts in society		CO 4		
	26	4	Stereotyping and prejudice as significant factors in causing conflicts in society		CO 4		
15	27	4	Aggression and violence as the public expression of conflict		CO 4		
	28	4	Agents of socialization and the role played by them in developing the individual		CO 4		

16	29	4	Agents of socialization and the role played by them in developing the individual Assignment No. 2		CO 4		
	30		Class Test 4				
17	31	5	Types of conflicts and use of coping mechanisms for managing individual stress		CO 5		
	32	5	Types of conflicts and use of coping mechanisms for managing individual stress		CO 5		
18	33	5	Maslow's theory of self-actualisation		CO 5		
	34	5	Maslow's theory of self-actualisation		CO 5		
19		5	Different methods of responding to conflicts in society (Self Study)		CO 5		
	35	5	Conflict-resolution and efforts towards building peace and harmony in society		CO 5		
20	36	5	Conflict-resolution and efforts towards building peace and harmony in society		CO 5		
	37	5	Revision Assignment No. 3				
21	38		Class Test 5				
	39		Viva & Submission of FC-II Projects (Batch 1)				
22	40		Viva & Submission of FC-II Projects (Batch 1)				

6. Rubric for Grading and Marking of Term Work (inform students at the beginning of semester)

Lecture + Practical (% Attendance) & Marks	Assignments	Tutorial	Lab / Practical Performance	Lab Journal Assessment	Class Tests (Other than IA)	Class participation	Other (2) specify	Total
						5		5

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7. Assignments / Tutorials Details (must attach print out of all questions together with AAP)

Assignment No.	Title of the Assignments / Tutorials	CO Map	Assignments given to Students on	Date of Submission
1	Case Study - Mohini Jain v. State of Karnataka	CO3	Lecture 11	
3	Student sues company over racist crayon	C05	Lecture 29	
4	Answering Graded Questions	ALL	Lecture 37	

Analysis of Assignment / Tutorial Questions and Related Resources

Assignment No.	Week/Lecture No.	Type* (✓)			Module No.	Based on #			Question Type (✓)	
		R	UQ	OBT		Textbook	Reference Book	Other Learning Resource	MU EQ	Thought Provoking
1	Lecture 11	✓			2					✓
2	Lecture 29				4					✓
4	Lecture 37				ALL		✓		✓	✓

* Tick (✓) the Type of the Assignment: Regular (R); Unannounced Quiz (UQ); Open Book Test for TY/SY/MASTERS (OBT)

Write number for Textbook, reference book, other learning resource from this AAP – from Points 4.a to 4.d

8. Internal Assessment / Other Class Test / Open Book Test (OBT)/Take Home Test (THT) Details

Tests	Test Dates	Module No.	CO Map	IA Question Paper Pattern	Policy
1 st IA Test	Week 8			Q1 – MCQ - 10 Marks Q2 – 1 numerical 5 Marks Q3 – 1 numerical 5 Marks 20 marks each for IA 1 & 2	No IA Re-test IA is a Head of passing *
2 nd IA Test	-				
Pop Quiz	Week 6	II			

Open Book Test	Week 2	I			
Take Home Test	Week 9	III			
Class tests / prelims	Week 12	I and II			
Class tests / prelims	Week 8				
Any other test/exams	-				

* IA failures will have to appear for re-test in next semester

9.a Practical Activities – Regular Experiments

Practical No.	Module No.	Title of the Regular Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1		NA			

9.b Practical Activities – Newly Added Experiments

Practical No.	Module No.	Title of the Newly Added Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1		NA			

9.c Practical Activities – PBL Experiments

Practical No.	Module No.	Title of the PBL Experiments	Concepts to be highlighted	CO Map	Audit / Quality (0 to 4)
1	2	Case Study - Mohini Jain v. State of Karnataka	Right to education	CO3	
2	2	Case Study- Justice Verma Committee Report	Violence against women	CO3	
3	4	Student sues company over racist crayon	Stereotypes and prejudice	C05	

10. Beyond Syllabus Activities for Gap Mitigation

No.	Type of the Activity	Activities	Details – no of attendees, guest, feedback, mark sheet, report
1		Guest Lecture / Workshops	NA

2	Interaction with Outside World	Industrial Visit	NA
3	Test and Assessments	Class Tests – (other than IA)	Yes
4		Mini Projects	Yes
5		Pop Quiz	Yes
6		Mobile App Based Quiz	NA
7		Open Book Test	NA
8		Take Home Test	Yes
9	Collaborative and Group Activity	Poster Presentation	NA
10		Minute Papers	NA
11		Students Seminar	NA
12		Students Debates	Yes
13		Panel Discussion / Mock GD	NA
14		Mock Interview	NA
15	Co-curricular Courses	MOOC-NPTEL/Coursera Videos	NA
16		Value Added Courses	NA
17		Lecture Capture Usage	Yes

*** Do not delete any activity. Give details for planned events. Write 'NA' for activity Not Planned.**

Consolidated Academic Administration Plan Prepared by (mention all theory teaching faculty names with signature)

Rumeli Sharma

Faculty 1 Name (Sign.)

Faculty 2 Name (Sign.)

Faculty 3 Name (Sign.)

External Industry Mentor (Sign.)

External Academic Mentor (Sign.)

Prof. Santosh Gupta

VSIT Cluster Mentor Name (Sign.)

Head of Dept. (Sign.)

Version 2017-2018

The academic resources available in VSIT –

VMIS (ERP)	V-Refer and V-Live	VSIT Library	VAC & MOOC Courses
Institute & Department Vision and Mission	Former IA question papers and solutions (prepared by faculty)	Former IA question papers solutions - hardcopy	Value Added Courses (VAC) are conducted throughout the semester & in the semester break - Enrol for the VACs
Program Educational Objectives (PEO)	MU end semester examination question papers and solutions (prepared by faculty)	MU end semester exam question paper & solutions - by faculty, hardcopy	
Program Specific Outcome (PSO)	Class notes and Digital Content for the subject (scanned / typed by faculty)	All text books, reference books, e -books mentioned in the syllabus & AAP	Online courses from NPTEL, Coursera etc. are pursued throughout the semester - Register for the course & get certified
Program Outcome (PO)	Comprehensive question bank, EQ, GQ, PPT, Class Test papers	Technical journals and magazines for reference	
Departmental Knowledge Map	Academic Administration Plan & Beyond Syllabus Activity report	VSIT library is member of IIT Bombay Library	Watch former lectures captured in LMS at VSIT

1.a Course Objectives (write in detail – follow NBA guideline in this regard)

Cognitive	What do you want students to know?	To get complete understanding of management of business.
Affective	What do you want students to think / care about?	To plan, execution and control of various activities
Behavioural	What do you want students to be able to do?	Develop the analytical ability of the student to think and act systematically and smartly based on the situation.

1.b Course Outcome (CO) Statements and Module-Wise Mapping (follow NBA guideline)

CO No.	Statements	Related Module/s
CO1	Understanding the various principles of management	Unit 1
CO2	Gain knowledge of different type of plans & its step and decision making process	Unit 2
CO3	System of organisation and leadership style	Unit 3
CO4	Controlling Technique	Unit 4

1.c Mapping of COs with POs (mark S: Strong, M: Moderate, W: Weak, Dash '-': not mapped)

	PO 1	PO 2	PO 3	PO 4	PO 5	PO 6	PO 7	PO 8	PO 9	PO 10	PO 11	PO 12
CO 1												
CO 2												
CO 3												
CO 4												
CO 5												

1.d Mapping of COs with PSOs (mark S: Strong, M: Moderate, W: Weak, Dash '-':not mapped)

	PSO 1	PSO 2	PSO 3	PSO 4
CO 1				
CO 2				
CO 3				
CO 4				
CO 5				

1.e Teaching and Examination Scheme (As specified by the University) for the Course

Categories	Mathematics	Computing / IT / Electronics	Humanities & Soft Skill	Social Sciences	Commerce	Management	Multidisciplinary
Tick suitable category					✓		

Subject Code	Subject Name	Teaching Scheme			Credits Assigned			
		Theory	Practical	Tutorial	Theory	TW/Practical	Tutorial	Total
6.2	Principles of Mgmt	75			3			3

Subject Code	Subject Name	Examination Scheme							
		Theory Marks IA Test			End Sem. Exam Marks	TW	Practical	Oral	Total
		IA 1	IA 2	Sum of IA1 and IA2					
6.2	Principles of Mgmt	20	05	25	75				100

1.f Faculty-Wise Distribution of all Lecture-Practical-Tutorial Hours for the Course

Divisions	Lecture (Hrs.)	Practical (Hrs.)				Tutorial (Hrs.)			
		Batch 1	Batch 2	Batch 3	Batch 4	Batch 1	Batch 2	Batch 3	Batch 4
A	3	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.

1.g Office Hours (Faculty will be available in office in this duration for solving students' query)

Division	Day	Time (at least 1 Hr. / Division)	Venue (Office Room No.)
A	Saturday	11am-12noon	SR

2.a Syllabus: Module Wise Teaching Hours and % Weightage in University Question Paper

Module No.	Module Title and Brief Details	Teaching Hrs. for each module	% Weightage in University Question Papers
1	Introduction to Management	12.5hr	25
2	Planning & Decision Making	12.5hr	25

3	Organisation & Leadership theories	12.5hr	25
4	Management control	12.5hr	25
* Insert rows for more modules in the Course		Total	50
			100

2.b Prerequisite Courses

No.	Semester	Name of the Course	Topic/s
1	Jr. College	Organizational Behavior	
2			

2.c Relevance to Future Courses

No.	Semester	Name of the Course
1	MMS	HR
2	MBA	Finance/FR

2.d Real Life Application Mapping – Mention Application from Very Common Day to Day Life

No.	Real Life Application Mapping with the Course
1	Helps to manage the business
2	Helps to organize various activity

3. Past Results – Division-Wise and Topic-Wise Result Based Analysis

Details	Target - Mar 2021	Mar 2020	Mar 2019	Mar 2018
POM	100%	100%	90	85%

Year	Division A		Division B		Division C	
	Initials of Teacher	% Result	Initials of Teacher	% Result	Initials of Teacher	% Result
Mar 2020	NLK	100%				
Mar 2019	NLK	90%				
Mar 2018	Tapash	85%				

Topics which affect results negatively	Module Number	Recommendations to overcome these issues & improve result in future
Nil		

-		-

4 All the Learning Resources – Books and E-Resources

4.a List of Text Books (T – Symbol for Text Books) to be Referred by Students

Sr. No	Text Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Principles of Management	Choudhary & Arvind			1-4
2	Principles of Management	Tirpathi & Reddy			1-4
3					
4					
5					
6					

4.b List of Reference Books (R – Symbol for Reference Books) to be Referred by Students

Sr. No	Reference Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Principles of Management	Choudhary & Arvind			1-4
2	Principles of Management	Tirpathi & Reddy			1-4
3					
4					
5					
6					

4.c List of E - Books (E – Symbol for E-Books) to be Referred by Students

Sr. No	E- Book Titles	Author/s	Publisher	Edition	Module Nos.
1	-Digital content				
2					
3					
4					

4.d Web Links and Names of Magazines, Journals, E-journals – [VIT is member of IIT Bombay Library]

Refer online journals subscribed in VIT library. You can also access IIT Bombay online library for journals from IITB campus.

Sr. No.	Web-Links and Names of Journals and E-Journals Recommended to Students for this Course	Web-Links and Names of Magazines Recommended to Students for this Course	Module Nos.
1	Indian journal of Management	IJM- Library	1,2,3,4
2	Asian Journal of Management cases	Ajc.sagepub.com	1,2,3,4
3	Human Resource Development	Hrd.sagepub.com & Library	1,2,3,4
4			
5			
6			

4.e Module Best Available in - Tick the best resource [from 4.a to 4.d in this AAP] & give details

Module No.	Category (Please Tick Mark) - √						Available In VSIT Library?		Details of the Resource (i.e. Name, Chapter & Page No., etc.)
	Book			Magazine	Journals		Y	N	
	Text	Reference	E-Book		Regular	E-Journal			
1	✓						Y		1,2,3,4
2		✓					y		1,2,3,4
3									
4									
5									

4.f Web Links for Online Notes/YouTube/VSIT Digital Content/VIT Lecture Capture/NPTEL Videos

Students can view lectures by VSIT professors, captured through LMS 'Lecture Capture' in VIT campus for previous years.

No.	Websites / Links	Module Nos.
1	https://www.youtube.com/watch?v=DsYcnapehVA	1
2	https://www.youtube.com/watch?v=gdclq1l2csU	2
3	https://www.youtube.com/watch?v=ps2GQW1WnZg	3
4	https://www.youtube.com/watch?v=J_Tql2PqF8g	4
5		

4.g Recommended MOOC Courses like Courser / NPTEL / MIT-OCW / edX etc.

Sr. No.	MOOC Course Link	Course conducted by – Person / University / Institute / Industry	Course Duration	Certificate (Y / N)
1	https://www.mooc-	Saylor.org	3months	N

list.com/course/principles-management-saylororg			
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4.h Recommended Value Added Courses (VAC)

Sr. No.	Name of the Value Added Course	Conducted by – Person / Institute / Industry	Course Duration	Certificate (Y / N)
1	No			

4.i Study Material Distributed among Students

Tick if distributed among students					
GQ	Notes	Digital Content	PPT	EQ (updated till the Last Exam)	Other (Write Details)
√ <input type="checkbox"/>	√ <input type="checkbox"/>	<input type="checkbox"/>	√ <input type="checkbox"/>	√ <input type="checkbox"/>	

5. Consolidated Course Lesson Plan

	From (date/month/year)	To (date/month/year)	Total Number of Weeks
Semester Duration	27/11/2017	17/03/2018	15

Week	Lecture no.	Module No.	Lecture Topics / IA 1 and IA 2 / BSA planned to be covered	Actual date of Completion	COs	Recommended Prior Viewing / Reading	
						Lecture No. (on LMS)	Chapter No. / Page Nos./ Books/ Web Site
1	1	1	Syllabus discussion				
	2	1	process of management				
	3	1	Management Vs Administration basic management roles and skills				
	4	1	Qualities of Manager				
2	5	2	nature of managerial work				
	6	2	approaches to management				

	7	2	Continuation				
	8	2	systems and contingency approaches				
3	9	2	classical behavioural				
	10	2	contemporary issues and challenges				
	11	2	Revision				
	12	2	Planning and decision making				
4	13	2	concept, purpose				
	14	2	process of planning				
	15	3	kinds of plans				
	16		Strategies				
5	17		Steps in Planning				
	18		Premises				
	19		goal setting				
	20		MBO				
6	21		decision making				
	22		Conditions for DM				
	23		forms of group decision making in organisation				
	24		Continuation				

7	25	Fundamentals of organising, distribution of authority				
	26	bases of departmentation				
	27	coordination				
	28	organisation structure				
8	29	Design in Organisation				
	30	leadership- nature , significance				
	31	Leadership styles				
	32	Continuation				
9	33	leadership theories				
	34	Management Control				
	35	Nature of control,, purpose				
	36	Merits of Control				
10	37	process of controlling				
	38	prerequisites of effective control systems				
	39	resistance to control				
	40	controlling techniques				

6. Rubric for Grading and Marking of Term Work (inform students at the beginning of semester)

Lecture + Practical (% Attendance)	Assign- ments	Tutorial	Lab / Practical Performance	Lab Journal Assessment	Class Tests (Other	Class participati on	Other (2) specify	Total
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& Marks					than IA)			
						5		5

7. Assignments / Tutorials Details (must attach print out of all questions together with AAP)

Assignment No.	Title of the Assignments / Tutorials	CO Map	Assignments given to Students on	Date of Submission
1	Approaches to Mgmt	01&02	11/12	13/12
2	Different type of planning	02	9/01	11/01
3	Organisation structure of any organisation	02&03	29/01	1/02
4	Kinds of controlling system	02&03	17/02	20/02

Analysis of Assignment / Tutorial Questions and Related Resources

Assignment No.	Week No.	Type* (√)			Module No.	Based on #			Question Type (√)	
		R	UQ	OBT		Text Book	Reference Book	Other Learning Resource	MU EQ	Thought Provoking
1	2	√					2			
2	5							Online		
3	8						2			
4	10						3			

* Tick (√) the Type of the Assignment: Regular (R); Unannounced Quiz (UQ); Open Book Test for TY/SY/MASTERS (OBT)

Write number for Text book, reference book, other learning resource from this AAP – from Points 4.a to 4.d

8. Internal Assessment / Other Class Test / Open Book Test (OBT)/Take Home Test (THT) Details

Tests	Test Dates	Module No.	CO Map	IA Question Paper Pattern	Policy
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1 st IA Test				Q1 – MCQ - 10 Marks Q2 – 1 numerical 5 Marks Q3 – 1 numerical 5 Marks 20 marks each for IA 1 & 2	No IA Re-test
2 nd IA Test					IA is a Head of passing *
Pop Quiz		1 & 2	1,3		
Open Book Test		All	1,2,3		
Take Home Test		All	1,2,3		
Class tests / prelims					
Class tests / prelims					
Any other test/exams					

* IA failures will have to appear for re-test in next semester

9.a Practical Activities – Regular Experiments

Practical No.	Module No.	Title of the Regular Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1					
2					
3					
4					
5					
6					
7					
8					
9					
10					

9.b Practical Activities – Newly Added Experiments

Practical No.	Module No.	Title of the Newly Added Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1					
2					

9.c Practical Activities – PBL Experiments

Practical No.	Module No.	Title of the PBL Experiments	Concepts to be highlighted	CO Map	Audit / Quality (0 to 4)
1	2	Organisational Structure of any organisation	System of Management	2	
2	4	Decision making	Analytical thinking point of view	3	

10. Beyond Syllabus Activities for Gap Mitigation

No.	Type of the Activity	Activities	Details – no of attendees, guest, feedback, mark sheet, report
1	Interaction with Outside World	Guest Lecture / Workshops	
2		Industrial Visit	
3	Test and Assessments	Class Tests – (other than IA)	yes
4		Mini Projects	
5		Pop Quiz	yes
6		Mobile App Based Quiz	
7		Open Book Test	Yes
8		Take Home Test	Yes
9	Collaborative and Group Activity	Poster Presentation	
10		Minute Papers	Yes
11		Students Seminar	
12		Students Debates	
13		Panel Discussion / Mock GD	Yes
14	Mock Interview		
15	Co-curricular Courses	MOOC-NPTEL/Coursera Videos	
16		Value Added Courses	

17		Lecture Capture Usage	
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*** Do not delete any activity. Give details for planned events. Write 'NA' for activity Not Planned.**

Consolidated Academic Administration Plan Prepared by (mention all theory teaching faculty names with signature)

Faculty 1 Name (Sign.)

Faculty 2 Name (Sign.)

Faculty 3 Name (Sign.)

External Industry Mentor (Sign.)

External Academic Mentor (Sign.)

VSIT Cluster Mentor Name (Sign.)

Head of Dept. (Sign.)

Version 20-21

The academic resources available in VSIT –

VMIS (ERP)	V-Refer and V-Live	VSIT Library	VAC & MOOC Courses
Institute & Department Vision and Mission	Former IA question papers and solutions (prepared by faculty)	Former IA question papers solutions - hardcopy	Value Added Courses (VAC) are conducted throughout the semester & in the semester break - Enrol for the VACs
Program Educational Objectives (PEO)	MU end semester examination question papers and solutions (prepared by faculty)	MU end semester exam question paper & solutions - by faculty, hardcopy	
Program Specific Outcome (PSO)	Class notes and Digital Content for the subject (scanned / typed by faculty)	All text books, reference books, e -books mentioned in the syllabus & AAP	Online courses from NPTEL, Coursera etc. are pursued throughout the semester - Register for the course & get certified
Program Outcome (PO)	Comprehensive question bank, EQ, GQ, PPT, Class Test papers	Technical journals and magazines for reference	
Departmental Knowledge Map	Academic Administration Plan & Beyond Syllabus Activity report	VSIT library is member of IIT Bombay Library	Watch former lectures captured in LMS at VSIT

1.a Course Objectives (write in detail – follow NBA guideline in this regard)

Cognitive	What do you want students to know?	To acquire an in-depth knowledge and understanding of Environment Science, understanding political, legal, Social, cultural, Technological and Competitive environment.
Affective	What do you want students to think / care about?	To consider various aspects of the business operation and activity, understanding about international environmental science for the business.
Behavioural	What do you want students to be able to do?	To outline the current challenges in Environment science and possess skills to propose solutions and ways to overcome them.

1.b Course Outcome (CO) Statements and Module-Wise Mapping (follow NBA guideline)

CO No.	Statements	Related Module/s
CO1	Will gain a deep understanding of the theoretical and conceptual understanding of environment science and different form of business organization. Micro and Macro environment which affects the business and its operations.	Unit 1
CO2	Will be able to identify, analyse, and evaluate political and Legal environment and impact of business in private sectors, Legal framework in India.,.	Unit 2
CO3	Will be able to understand how Social, Cultural Environment, Technological environment, Competitive Environment affects the business.	Unit 3
CO4	Will be able to understand International Environment of the business organisations.	Unit 4

1.c Mapping of COs with POs (mark S: Strong, M: Moderate, W: Weak, Dash ‘-’: not mapped)

	PO 1	PO 2	PO 3	PO 4	PO 5	PO 6	PO 7	PO 8	PO 9	PO 10	PO 11	PO 12
CO 1												
CO 2												

CO 3												
CO 4												
CO 5												

1.d Mapping of COs with PSOs (mark S: Strong, M: Moderate, W: Weak, Dash '-':not mapped)

	PSO 1	PSO 2	PSO 3	PSO 4
CO 1				
CO 2				
CO 3				
CO 4				
CO 5				

1.e Teaching and Examination Scheme (As specified by the University) for the Course

Categories	Mathematics	Computing / IT / Electronics	Humanities & Soft Skill	Social Sciences	Commerce	Management	Multidisciplinary
Tick suitable category						✓	

Subject Code	Subject Name	Teaching Scheme			Credits Assigned			
		Theory	Practical	Tutorial	Theory	TW/Practical	Tutorial	Total
		75	--	--	3	-	-	3

Subject Code	Subject Name	Examination Scheme							
		Theory Marks IA Test			End Sem. Exam Marks	TW	Practical	Oral	Total
		IA 1	IA 2	SUM of IA1 and IA2					
		20	5	25	75	-	-	-	100

1.f Faculty-Wise Distribution of all Lecture-Practical-Tutorial Hours for the Course

Divisions	Lecture (Hrs.)	Practical (Hrs.)				Tutorial (Hrs.)			
		Batch 1	Batch 2	Batch 3	Batch 4	Batch 1	Batch 2	Batch 3	Batch 4
B	3.33	-	-	-	-	-	-	-	-

1.g Office Hours (Faculty will be available in office in this duration for solving students' query)

Division	Day	Time (at least 1 Hr. / Division)	Venue (Office Room No.)
B	Saturday	11:00 am : 12.00am	Staffroom

2.a Syllabus : Module Wise Teaching Hours and % Weightage in University Question Paper

Module No.	Module Title and Brief Details	Teaching Hrs. for each module	% Weightage in University Question Papers
1	Introduction to Business Environment	60*50 MIN/60=12.5	25%
2	Political and Legal Environment	60*50 MIN/60=12.5	25%
3	Social and Cultural Environment, Technological Environment and Competitive Environment.	60*50 MIN/60=12.5	25%
4	International Environment	60*50 MIN/60=12.5	25%
* Insert rows for more modules in the Course		Total	60
			100

2.b Prerequisite Courses

No.	Semester	Name of the Course	Topic/s
1	1		

2.c Relevance to Future Courses

No.	Semester	Name of the Course
1		B.Com, M.Com.
2		MBA

2.d Real Life Application Mapping – Mention Application from Very Common Day to Day Life

No.	Real Life Application Mapping with the Course
1	Understand and apply the basic principal and understanding business environment and requirement to start business.
2	Applying the Political and legal understanding to start a business.
3	Understanding the environment of the business and scanning the environment and to find opportunities and threats.

3. Past Results – Division-Wise and Topic-Wise Result Based Analysis

Details	Target – March 2021	March-2017	March- 2016	March 2015
Course Passing % – Average of 3 Divisions	100%			
Marks Obtained by Course Topper (mark/100)				

Year	Division A		Division B		Division C	
	Initials of Teacher	% Result	Initials of Teacher	% Result	Initials of Teacher	% Result

March-2021					
March-2020					
March-2019					

Topics which affect results negatively	Module Number	Recommendations to overcome these issues & improve result in future
International environment	1	Continuous reading and writing practice

4 All the Learning Resources – Books and E-Resources

4.a List of Text Books (T – Symbol for Text Books) to be Referred by Students

Sr. No	Text Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Environmental science	Rinkoo Shantanu	Himalaya		1 to 4
2	Environmental science	Parveen Nagpal	Palgrav		4
3		Francis Cherunilam	Himalaya Publishing House, New Delhi		1 to 4
4		Raj Aggarwal	Excel Books, Delhi		1 to 4
5	Essentials of Business Environment	K. Aswathappa	Himalaya Publishing House, New Delhi		1 to 4

4.b List of Reference Books (R – Symbol for Reference Books) to be Referred by Students

Sr. No	Reference Book Titles	Author/s	Publisher	Edition	Module Nos.
1	The International Business Environment,	Morrison J,	Palgrave		4
2	Concepts of Environmental Science	Sugandha Mishra and Dharendra Kumar	Himalaya Publishing House, New Delhi		1-4
3	Environmental Pollution & Control	<u>Prof. N.H. Gopal Dutt</u>	Himalaya Publishing House, New Delhi Delhi		1-4
4	International Marketing	RajGopal	Vikas Publishing House Pvt. Ltd.,	2007	4
5	International Marketing Analysis and Strategy,	Sak Onkvisit, John J.Shaw,	Pearson Publication,	3	4
6	International Marketing Text and Cases,	Justin Paul and Ramneek Kapoor	Tata Mcgraw Hill Education Private Limited New Delhi	2	1-4
7	Business Environment	Raj Aggarwal	Excel Books, Delhi	1 & 2	1-4

4.c List of E - Books (E – Symbol for E-Books) to be Referred by Students

Sr. No	E- Book Titles	Author/s	Publisher	Edition	Module Nos.
1					
2					
3					
4					

4.d Web Links and Names of Magazines, Journals, E-journals – [VIT is member of IIT Bombay Library]

Refer online journals subscribed in VIT library. You can also access IIT Bombay online library for journals from IITB campus.

Sr. No	Web-Links and Names of Journals and E-Journals Recommended to Students for this Course	Web-Links and Names of Magazines Recommended to Students for this Course	Module Nos.
1	http://www.inderscience.com/jhome.php?jcode=ijbe		4
2	http://www.businessdictionary.com/definition/business-environment.html		1-4
3	https://www.journals.elsevier.com/journal-of-environmental-management		1-2

4.e Module Best Available in - Tick the best resource [from 4.a to 4.d in this AAP] & give details

Module No.	Category (Please Tick Mark) - √					Available In VIT Library?		Details of the Resource (i.e. Name, Chapter & Page No., etc.)	
	Book			Magazine	Journals		Y		N
	Text	Reference	E-Book		Regular	E-Journal			
1	✓	✓					✓		
2	✓	✓					✓		
3	✓	✓					✓		
4	✓	✓					✓		

4.f Web Links for Online Notes/YouTube/VIT Digital Content/VIT Lecture Capture/NPTEL Videos

Students can view lectures by VIT professors, captured through LMS 'Lecture Capture' in VIT campus for previous years.

No.	Websites / Links	Module Nos.
1	Soft Copy Notes	1-4
2	PPTs	1-4
3	Graded Questions	1-4

4.g Recommended MOOC Courses like Coursera / NPTEL / MIT-OCW / edX etc.

Sr. No.	MOOC Course Link	Course conducted by – Person / University / Institute / Industry	Course Duration	Certificate (Y / N)
1				

4.h Recommended Value Added Courses (VAC)

Sr. No.	Name of the Value Added Course	Conducted by – Person / Institute / Industry	Course Duration	Certificate (Y / N)
1				

4.i Study Material Distributed among Students

Tick if distributed among students					
GQ	Notes	Digital Content	PPT	EQ (updated till the Last Exam)	Other (Write Details)
<input checked="" type="checkbox"/>			<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	

5. Consolidated Course Lesson Plan

	From (date/month/year)	From (date/month/year)	Total Number of Weeks
Semester Duration	December 2017	March 2018	13

Week	Lecture no.	Module No.	Lecture Topics / IA 1 and IA 2 / BSA planned to be covered	Actual date of Completion	COs	Recommended Prior Viewing / Reading	
						Lecture No. (on LMS)	Chapter No. / Page Nos. / Books/ Web Site
1	1		Introduction to Environmental science		CO1		
	2		Environment meaning and Definitions		CO1		
	3		Abiotic Component and Biotic Component		CO1		
	4		Cultural Man made components		CO1		
2	5		Ecosystem meaning and definitions		CO1		
	6		Ecosystem structure and functions		CO1		

	7	Level of Ecology		CO1		
	8	Types and classification of Biodiversity		CO1		
3	9	Community diversity		CO1		
	10	Importance of biodiversity		CO1		
	11	Values of biodiversity		CO1		
	12	Factors responsible for reduction in biodiversity		CO1		
4	13	Conservation of biodiversity		CO1		
	14	Threats to Biodiversity		CO1		
	15	Solutions to the threats to Biodiversity		CO1		
	16	Revision		CO2		
5	17	Introduction to natural Resources		CO2		
	18	Classification of Resources		CO2		
	19	Water resources and water cycle		CO2		
	20	Importance of water resources		CO2		
6	21	Issues related to water resources		CO2		
	22	Measure to conserve water and Rain water harvesting		CO2		
	23	Forest resources and utilisation		CO2		
	24	Importance of forest		CO2		

7	25	Deforestation and causes		CO3		
	26	Effects of Deforestation		CO3		
	27	Measure to conserve forest		CO3		
	28	Soil Resources and its importance		CO3		
8	29	Threats and measures to conserve soil		CO3		
	30	Source and measures to conserve energy		CO3		
	31	Causes of Exploitation		CO4		
	32	Introduction to Environment and economic activities		CO4		
9	33	Primary sector		CO4		
	34	Roles and perspective in EIA		CO4		
	35	Environment Audit and its features		CO4		
	36	Objective of Environment		CO4		
10	37	Environment Auditing process		CO4		
	38	Types of environmental Audit		CO4		
	39	Environmental Information system		CO4		
	40	Case Studies		CO4		
11						

12							
13							
14							

6. Rubric for Grading and Marking of Term Work (inform students at the beginning of semester)

Lecture + Practical (% Attendance) & Marks	Assignments	Tutorial	Lab / Practical Performance	Lab Journal Assessment	Class Tests (Other than IA)	CLASS PARTICIPATION	Other (2) specify	Total
						5		5

7. Assignments / Tutorials Details (must attach print out of all questions together with AAP)

Assignment No.	Title of the Assignments / Tutorials	CO Map	Assignments given to Students on	Date of Submission
1	Environment : An Overview	1	Lecture no 4	After 4 Lecturers
2	Natural Resources	2	Lecture no18	After 4 Lecturers
3	Environment and Economic Activities	3	Lecture no30	After 4 Lecturers
4	Environment Management	4	Lecture no48	After 4 Lecturers

Analysis of Assignment / Tutorial Questions and Related Resources

Assignment No.	Week No.	Type* (√)			Module No.	Based on #			Question Type (√)	
		R	UQ	OBT		Text Book	Reference Book	Other Learning Resource	MU EQ	Thought Provoking
1										
2										
3										
4										

* Tick (✓) the Type of the Assignment: Regular (R); Unannounced Quiz (UQ) ; Open Book Test for TY/SY/MASTERS (OBT)
 # Write number for Text book, reference book, other learning resource from this AAP – from Points 4.a to 4.d

8. Internal Assessment / Other Class Test / Open Book Test (OBT)/Take Home Test (THT) Details

Tests	Test Dates	Module No.	CO Map	IA Question Paper Pattern	Policy
1 st IA Test				Q1 – MCQ - 10 Marks Q2 – 1 numerical 5 Marks Q3 – 1 numerical 5 Marks 20 marks each for IA 1 & 2	No IA Re-test
2 nd IA Test					IA is a Head of passing *
Pop Quiz					
Open Book Test					
Take Home Test					
Class tests / prelims					
Class tests / prelims					
Any other test/exams					

* IA failures will have to appear for re-test in next semester

9.a Practical Activities – Regular Experiments

Practical No.	Module No.	Title of the Regular Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1					
2					
3					
4					
5					
6					
7					
8					

9					
10					

9.b Practical Activities – Newly Added Experiments

Practical No.	Module No.	Title of the Newly Added Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1					
2					

9.c Practical Activities – PBL Experiments

Practical No.	Module No.	Title of the PBL Experiments	Concepts to be highlighted	CO Map	Audit / Quality (0 to 4)
1	1	Dealing with environment problems associated with economic activities	Environment and Economic activities	CO3	4
2	2	Technology role in Managing Environment	Environment Management	CO4	4

10. Beyond Syllabus Activities for Gap Mitigation

No.	Type of the Activity	Activities	Details – no of attendees, guest, feedback, mark sheet, report
1	Interaction with Outside World	Guest Lecture / Workshops	
2		Industrial Visit	
3	Test and Assessments	Class Tests – (other than IA)	
4		Mini Projects	
5		Pop Quiz	
6		Mobile App Based Quiz	
7		Open Book Test	
8		Take Home Test	
9	Collaborative and Group Activity	Poster Presentation	
10		Minute Papers	
11		Students Seminar	
12		Students Debates	

13		Panel Discussion / Mock GD	
14		Mock Interview	
15	Co-curricular Courses	MOOC-NPTEL/Coursera Videos	As and when desired
16		Value Added Courses	
17		Lecture Capture Usage	
18		Class Activity	Lecture 40

*** Do not delete any activity. Give details for planned events. Write 'NA' for activity Not Planned.**

Consolidated Academic Administration Plan Prepared by (mention all theory teaching faculty names with signature)

Santosh Gupta

Faculty 2 Name (Sign.)

Faculty 3 Name (Sign.)

External Industry Mentor (Sign.)

External Academic Mentor (Sign.)

VSIT Cluster Mentor Name (Sign.)

Head of Dept. (Sign.)

Version 2017-2018

The academic resources available in VSIT –

VMIS (ERP)	V-Refer and V-Live	VSIT Library	VAC & MOOC Courses
Institute & Department Vision and Mission	Former IA question papers and solutions (prepared by faculty)	Former IA question papers solutions - hardcopy	Value Added Courses (VAC) are conducted throughout the semester & in the semester break - Enrol for the VACs
Program Educational Objectives (PEO)	MU end semester examination question papers and solutions (prepared by faculty)	MU end semester exam question paper & solutions - by faculty, hardcopy	
Program Specific Outcome (PSO)	Class notes and Digital Content for the subject (scanned / typed by faculty)	All text books, reference books, e - books mentioned in the syllabus & AAP	Online courses from NPTEL, Coursera etc. are pursued throughout the semester - Register for the course & get certified
Program Outcome (PO)	Comprehensive question bank, EQ, GQ, PPT, Class Test papers	Technical journals and magazines for reference	
Departmental Knowledge Map	Academic Administration Plan & Beyond Syllabus Activity report	VSIT library is member of IIT Bombay Library	Watch former lectures captured in LMS at VSIT

1.a Course Objectives (write in detail – follow NBA guideline in this regard)

Cognitive	What do you want students to know?	Accounting of Issue of shares/ Debentures, Valuation of Shares/ Goodwill
Affective	What do you want students to think / care about?	Accounting Standards and GAAPs
Behavioural	What do you want students to be able to do?	Upgrade financial Accounting skills and knowledge for long term sustainability

1.b Course Outcome (CO) Statements and Module-Wise Mapping (follow NBA guideline)

CO No.	Statements	Related
--------	------------	---------

		Module/s
CO1	To understand accounting for issue of shares and debentures	1
CO2	To understand concept of bonus shares and accounting of issue of bonus shares	2
CO3	To acquaint with revised schedule VI, valuation of shares and goodwill, accounting of buyback of shares and own debentures, valuation of investments	3
CO4	To acquire knowledge about GAAPs, Indian Accounting Standards and accounting in computerised environment	4

1.c Mapping of COs with POs (mark S: Strong, M: Moderate, W: Weak, Dash '-': not mapped)

	PO 1	PO 2	PO 3	PO 4	PO 5	PO 6	PO 7	PO 8	PO 9	PO 10	PO 11	PO 12
CO 1												
CO 2												
CO 3												
CO 4												
CO 5												

1.d Mapping of COs with PSOs (mark S: Strong, M: Moderate, W: Weak, Dash '-':not mapped)

	PSO 1	PSO 2	PSO 3	PSO 4
CO 1				
CO 2				
CO 3				
CO 4				
CO 5				

1.e Teaching and Examination Scheme (As specified by the University) for the Course

Categories	Mathematics	Computing / IT / Electronics	Humanities & Soft Skill	Social Sciences	Commerce	Management	Multidisciplinary

Tick suitable category					✓		
------------------------	--	--	--	--	---	--	--

Subject Code	Subject Name	Teaching Scheme			Credits Assigned			
		Theory	Practical	Tutorial	Theory	TW/Practical	Tutorial	Total
	Financial Accounting II	75			3			3

Subject Code	Subject Name	Examination Scheme							
		Theory Marks IA Test			End Sem. Exam Marks	TW	Practical	Oral	Total
		IA 1	IA 2	Sum of IA1 and IA2					
	Financial Accounting II	20	05	25	75				100

1.f Faculty-Wise Distribution of all Lecture-Practical-Tutorial Hours for the Course

Divisions	Lecture (Hrs.)	Practical (Hrs.)				Tutorial (Hrs.)			
		Batch 1	Batch 2	Batch 3	Batch 4	Batch 1	Batch 2	Batch 3	Batch 4
A	4	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.

1.g Office Hours (Faculty will be available in office in this duration for solving students' query)

Division	Day	Time (at least 1 Hr. / Division)	Venue (Office Room No.)
A	Thursday	3:00pm - 4:00pm	X- block library

2.a Syllabus: Module Wise Teaching Hours and % Weightage in University Question Paper

Module No.	Module Title and Brief Details	Teaching Hrs. for each module	% Weightage in University Question Papers
1	Shares and Debentures	12.5hr	25
2	Corporate Accounting	12.5hr	25

3	Share valuation	12.5hr	25
4	Indian Accounting Standards	12.5hr	25
<i>* Insert rows for more modules in the Course</i>		50	100
Total			

2.b Prerequisite Courses

No.	Semester	Name of the Course	Topic/s
1	I	Financial Accounting I	All

2.c Relevance to Future Courses

No.	Semester	Name of the Course
1	III	Management Accounting
2	IV	Corporate Finance
3	VI	Strategic Corporate Finance
4	M.com	M com (advanced accountancy)

2.d Real Life Application Mapping – Mention Application from Very Common Day to Day Life

No.	Real Life Application Mapping with the Course
1	Up gradation of financial Accounting knowledge
2	Inclination of learners towards choosing Accounting as a career option

3. Past Results – Division-Wise and Topic-Wise Result Based Analysis

Details	Target - April 2020	April 2018	April 2017
Course Passing %	100%	93%	89%
Marks Obtained by Course Topper (mark/100)			

Year	Division A		Division B/ C		Division F	
	Initials of	%	Initials of	%	Initials of	% Result

	Teacher	Result	Teacher	Result	Teacher	
April 2018	PHM	93				
April 2017	Suraj D	89				

Topics which affect results negatively	Module Number	Recommendations to overcome these issues & improve result in future
Buyback of shares	3	More class room practice, Assignments and homework sheets
Valuation of shares and Goodwill	3	More class room practice, Assignments and homework sheets

4 All the Learning Resources – Books and E-Resources

4.a List of Text Books (T – Symbol for Text Books) to be Referred by Students

Sr. No	Text Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Financial Accounting II	L. N. Chopde	Sheth Publishers	2019-20	All
2					

4.b List of Reference Books (R – Symbol for Reference Books) to be Referred by Students

Sr. No	Reference Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Financial Accounting	R.K. Agarwal	Taxxman		All
2	Corporate & Financial Accounting	Goswani	Mark Publishers		
3	Financial Accounting	Gupta/ Radhaswamy	Sultachand		
4	Financial Accounting	PC Tulsian	Pearson		
5	Financial Accounting and Financial Statement Analysis	ICFAI			

4.c List of E - Books (E – Symbol for E-Books) to be Referred by Students

Sr. No	E- Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Financial Accounting	Rajasekaran	Pearson		

2	Fundamentals of Accounting and financial analysis	Choudhary	Pearson		
3	Financial Accounting	Horngren, Sundem	Pearson		

4.d

Web Links and Names of Magazines, Journals, E-journals – [VIT is member of IIT Bombay Library]

Refer online journals subscribed in VIT library. You can also access IIT Bombay online library for journals from IITB campus.

Sr. No.	Web-Links and Names of Journals and E-Journals Recommended to Students for this Course	Web-Links and Names of Magazines Recommended to Students for this Course	Module Nos.
1	https://lib.myilibrary.com	Global Journal of Finance and Management	All
2		Indian Journal of Management	All
3		The Chartered Accountant	All
4	https://doaj.org/	Indian Journal of Finance	All
5	EBSCO	International Journal of Management	All

4.e

Module Best Available in - Tick the best resource [from 4.a to 4.d in this AAP] & give details

Module No.	Category (Please Tick Mark) - √						Available In VSIT Library?		Details of the Resource (i.e. Name, Chapter & Page No., etc.)
	Book			Magazine	Journals		Y	N	
	Text	Reference	E-Book		Regular	E-Journal			
1	✓	✓					Y		Unit 1-4
2	✓	✓					Y		Unit 1-4
3	✓	✓					Y		Unit 1-4
4	✓	✓					Y		Unit 1-4

4.f

Web Links for Online Notes/YouTube/VSIT Digital Content/VIT Lecture Capture/NPTEL Videos

Students can view lectures by VSIT professors, captured through LMS 'Lecture Capture' in VIT campus for previous years.

No.	Websites / Links	Module Nos.
1	Digital Content (VRefer)	1-4
2	Issue of Shares by CA/CMA Santosh kumar https://www.youtube.com/watch?v=0aL3ot8Z4tY	1
3	Issue of Bonus Shares https://www.youtube.com/watch?v=4oMpaGruMbl	2
4	Buyback of shares and securities - Logic Explained https://www.youtube.com/watch?v=PkmWUq07-M4	3
5	Buyback of Shares under Companies Act 2013 https://www.youtube.com/watch?v=5yfEN6BZodk	3
6	Valuation of Goodwill - Concept -Corporate Accounting https://www.youtube.com/watch?v=GxqZnvfIZsw	3
7	Valuation Of Shares https://www.youtube.com/watch?v=pRrmcGK4h6o	3
8	Computerised Accounting and its Features https://www.youtube.com/watch?v=4Z7Hyw1AhCg	4

4.g

Recommended MOOC Courses like Coursera / NPTEL / MIT-OCW / edX etc.

Sr. No.	MOOC Course Link	Course conducted by – Person / University / Institute / Industry	Course Duration	Certificate (Y / N)
	The Complete Guide to Financial Accounting : 2018	https://www.udemy.com Keshav Saragi	1.5 Hrs	Yes
	Learn Financial Accounting the easy way	https://www.udemy.com John Mclellan	7.5 Hrs	Yes

4.h

Recommended Value Added Courses (VAC)

Sr. No.	Name of the Value Added Course	Conducted by – Person / Institute / Industry	Course Duration	Certificate (Y / N)
1	Tally with GST	Department of BAF		

4.i Study Material Distributed among Students

Tick if distributed among students					
GQ	Notes	Digital Content	PPT	EQ (updated till the Last Exam)	Other (Write Details)
✓	✓	✓	✓	✓	Practical problems worksheets

5. Consolidated Course Lesson Plan

	From (date/month/year)	To (date/month/year)	Total Number of Weeks
Semester Duration	18/01/2021	--	13

Week	Lecture no.	Module No.	Lecture Topics / IA 1 and IA 2 / BSA planned to be covered	Actual date of Completion	COs	Recommended Prior Viewing / Reading	
						Lecture No. (on LMS)	Chapter No. / Page Nos./ Books/ Web Site
1	1	1	Introduction to syllabus				
	2	1	Issue of shares: Basics				
	3	1	Practical sums				
	4	1	Practical sums				
2	5	1	Practical sums				
	6	1	Practical sums				
	7	1	Practical sums				

	8	1	Practical sums				
3	9	1	Issue of Debentures: Basics				
	10	1	Practical sums				
	11	1	Practical sums				
	12	1	Practical sums			Assignment1	
4	13	2	Issue of Bonus Shares: Basics				
	14	2	Practical sums				
	15	2	Practical sums				
	16	2	Practical sums				
5	17	2	Practical sums				
	18	2	Practical sums			Assignment2	
	19	3	Buy Back of Shares: Basics				
	20	3	Practical sums				
6	21	3	Practical sums				
	22	3	Practical sums				
	23	3	Practical sums				
	24	3	Practical sums				

7	25	3	Buyback of Debentures				
	26	3	Practical sums				
	27	3	Valuation of shares				
	28	3	Practical sums				
8	29	3	Practical sums				
	30	3	Practical sums				
	31	3	Practical sums				
	32	3	Valuation of Goodwill				
9	33	3	Practical sums				
	34	3	Practical sums				
	35	3	Practical sums				
	36	3	Practical sums				
10	37	3	Practical sums				
	38	3	Investment Accounting			Assignment3	
	39	3	Practical sums				
	40	3	Practical sums				
	41	4	Indian Accounting Standards: Meaning,				

11			nature, purpose				
	42	4	Procedure of formulation of IAS, Status of IAS issued by ICAI				
	43	4	GAAPs: Meaning, Features, Importance, Need			Assignment 4	
	44	4	Computerisation of Accounting				
12	45	4	Revision				

6.

Rubric for Grading and Marking of Term Work (inform students at the beginning of semester)

Lecture + Practical (% Attendance) & Marks	Assignments	Tutorial	Lab / Practical Performance	Lab Journal Assessment	Class Tests (Other than IA)	Class participation	Other (2) Specify	Total
						5		5

7.

Assignments / Tutorials Details (must attach print out of all questions together with AAP)

Assignment No.	Title of the Assignments / Tutorials	CO Map	Assignments given to Students on	Date of Submission
1	Issue of shares	CO1	4 th Week	5 th Week
2	Issue of Bonus Shares	CO2	7 th Week	8 th Week

3	Buyback of shares	CO3	10 th Week	11 th Week
4	Valuation of shares and goodwill	CO4	15 th Week	15 th Week

Analysis of Assignment / Tutorial Questions and Related Resources

Assignment No.	Week No.	Type* (✓)			Module No.	Based on #			Question Type (✓)	
		R	UQ	OBT		Text Book	Reference Book	Other Learning Resource	MU EQ	Thought Provoking
1	4	✓			1		✓		✓	
2	7	✓			2		✓		✓	
3	10	✓			3		✓		✓	
4	15	✓			4		✓		✓	

* Tick (✓) the Type of the Assignment: Regular (R); Unannounced Quiz (UQ) ; Open Book Test for TY/SY/MASTERS (OBT)

Write number for Text book, reference book, other learning resource from this AAP – *from Points 4.a to 4.d*

8. Internal Assessment / Other Class Test / Open Book Test (OBT)/Take Home Test (THT) Details

Tests	Test Dates	Module No.	CO Map	IA Question Paper Pattern	Policy
1 st IA Test	7 or 8 th Week	1 & 2	1&2	Q1 – MCQ - 10 Marks Q2 – 1 numerical 5 Marks Q3 – 1 numerical 5 Marks 20 marks each for IA 1 & 2	No IA Re-test
2 nd IA Test					IA is a Head of passing *
Pop Quiz					
Open Book Test	March	4	4		
Take Home Test					
Class tests / prelims					

Class tests / prelims					
Any other test/exams					

*** IA failures will have to appear for re-test in next semester**

9.a Practical Activities – Regular Experiments

Practical No.	Module No.	Title of the Regular Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1					
2					
3					
4					
5					
6					
7					
8					
9					
10					

9.b Practical Activities – Newly Added Experiments

Practical No.	Module No.	Title of the Newly Added Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1					
2					

9.c Practical Activities – PBL Experiments

Practical No.	Module No.	Title of the PBL Experiments	Concepts to be highlighted	CO Map	Audit / Quality (0 to 4)
1	All	Hypothetical Cases		All	

10. Beyond Syllabus Activities for Gap Mitigation

No.	Type of the Activity	Activities	Details – no of attendees, guest, feedback, mark sheet, report
1	Guest lecture	Guest Lecture / Workshops	Corporate Accounting
2		Industrial Visit	
3	Test and Assessments	Class Tests – (other than IA)	Surprise test
4		Mini Projects	NA
5		Pop Quiz	
6		Mobile App Based Quiz	NA
7		Open Book Test	Yes
8		Take Home Test	Yes (5 question from each unit)
9	Collaborative and Group Activity	Poster Presentation	NA
10		Minute Papers	NA
11		Students Seminar	NA
12		Students Debates	NA
13		Panel Discussion / Mock GD	NA
14		Mock Interview	NA
15	Co-curricular Courses	MOOC-NPTEL/Coursera Videos	NA
16		Value Added Courses	Yes
17		Lecture Capture Usage	NA

*** Do not delete any activity. Give details for planned events. Write 'NA' for activity Not Planned.**

Consolidated Academic Administration Plan Prepared by (mention all theory teaching faculty names with signature)

Dr. Poonam Mirwani

External Industry Mentor (Sign.)

External Academic Mentor (Sign.)

VSIT Cluster Mentor Name (Sign.)

Head of Dept. (Sign.)

VIDYALANKAR SCHOOL OF INFORMATION TECHNOLOGY

TEACHING LEARNING PLAN

M.Sc. Semester II 2020-21

Subject: Big Data Analytics

Name of Faculty: Beena Kapadia

Lecture No.	Module No	Topic to be covered / BSA	Actual date of completion	Reference book / Video link
1	I	Unit 1: Introduction to Big Data: Characteristics of Data, and Big Data Evolution of Big Data, Definition of Big Data,	5/04/2021	Ref 3. Chapter 1
2		Challenges with big data, Why Big data? Data Warehouse environment, Traditional Business Intelligence versus Big Data.	7/04/2021	Ref 3. Chapter 1
3		State of Practice in Analytics, Key roles for New Big Data Ecosystems, Examples of big Data Analytics.	9/04/2021	Ref 3. Chapter 1
4		Big Data Analytics: Introduction to big data analytics, Classification of Analytics, challenges of Big Data	12/04/2021	Ref 1. Chapter 2
5		Importance of Big Data, Big Data Technologies, Data Science,	16/04/2021	Ref 1. Chapter 2
6		Responsibilities, Soft state eventual consistency, Data Analytics Life Cycle.	19/04/2021	Ref 1. Chapter 2
7		Class Test	23/04/2021	-
8	II	Unit 2: Analytical Theory and Methods: Clustering and Associated Algorithms,	21/04/2021	Ref 1. Chapter 4
9		Association Rules, Apriori Algorithm,	26/04/2021	Ref 1. Chapter 5

10		Candidate Rules, Applications of Association Rules,	28/04/2021	Ref 1. Chapter 5
11		Validation and Testing,	30/04/2021	Ref 1. Chapter 5
		Diagnostics,		Ref 1. Chapter 5
		Regression,		Ref 1. Chapter 6
12		Linear Regression,	03/05/2021	Ref 1. Chapter 6
13		Logistic Regression,	05/05/2021	Ref 1. Chapter 6
		Additional Regression Models.		Ref 1. Chapter 6
		Class test on unit 2	07/05/2021	-
14	III	Unit 3: Analytical Theory and Methods: Classification, Decision Trees,	08/05/2021	Ref 1. Chapter 7
15		Decision Trees (continued...), Naïve Bayes,	12/05/2021	Ref 1. Chapter
16		Diagnostics of Classifiers, Additional Classification Methods,	17/05/2021	Ref 1. Chapter
17		Time Series Analysis,	19/05/2021	Ref 1. Chapter
		Box Jenkins methodology,		Ref 1. Chapter
18		ARIMA Model,	20/05/2021	Ref 1. Chapter
		Additional methods.		Ref 1. Chapter
19		Text Analysis, Steps, Text Analysis Example,	21/05/2021	Ref 1. Chapter
20		Collecting Raw Text, Representing Text,	24/05/2021	Ref 1. Chapter
21		Term Frequency-Inverse Document Frequency (TFIDF),	27/05/2021	Ref 1. Chapter
22		Categorizing Documents by Topics,	28/05/2021	Ref 1. Chapter
23		Determining Sentiments	07/06/2021	Ref 1. Chapter
24	IV	Unit IV: Data Product, Building Data Products at Scale with Hadoop,	09/06/2021	Ref 2. Chapter

25		Data Science Pipeline and Hadoop Ecosystem,	10/06/2021	Ref 2. Chapter
26		Operating System for Big Data, Concepts,	11/06/2021	Ref 2. Chapter
27		Hadoop Architecture, Working with Distributed file system, Working with Distributed Computation,	14/06/2021	Ref 2. Chapter
28		Framework for Python and Hadoop Streaming,	16/06/2021	Ref 2. Chapter
		Hadoop Streaming,		Ref 2. Chapter
29		MapReduce with Python,	17/06/2021	Ref 2. Chapter
		Advanced MapReduce.		Ref 2. Chapter
30		In-Memory Computing with Spark: Spark Basics,	18/06/2021	Ref 2. Chapter
		Interactive Spark with PySpark,		Ref 2. Chapter
		Writing Spark Applications,		Ref 2. Chapter
31	V	Unit V: Distributed Analysis and Patterns,	21/06/2021	Ref 2. Chapter
		Computing with Keys,		Ref 2. Chapter
32		Design Patterns,	23/06/2021	Ref 2. Chapter
		Last-Mile Analytics,		Ref 2. Chapter
		Data Mining and Warehousing,		Ref 2. Chapter
33		Structured Data Queries with Hive,	24/06/2021	Ref 2. Chapter
		HBase,		Ref 2. Chapter
34		Data Ingestion,	25/06/2021	Ref 2. Chapter
		Importing Relational data with Sqoop,		Ref 2. Chapter
35		Injesting stream data with flume.	28/06/2021	Ref 2. Chapter
		Analytics with higher level APIs,		Ref 2. Chapter
36		Pig,	30/06/2021	Ref 2. Chapter
		Spark's higher level APIs.		Ref 2. Chapter

Sr no	Title	Author/s	Publisher	Edition	Year
1	Data Science & Big Data Analytics: Discovering, Analyzing, Visualizing and Presenting Data	David Dietrich, Barry Heller, Beibei Yang	Wiley	First	-
2	Data Analytics with Hadoop An Introduction for Data Scientists	Benjamin Bengfort and Jenny Kim	O'Reilly	-	2016
3	Big Data and Analytics	Subhashini Chellappan and Seema Acharya	Wiley	First	-
4					

VIDYALANKAR SCHOOL OF INFORMATION TECHNOLOGY

TEACHING LEARNING PLAN

M.Sc. Semester II 2020-21

Subject: Image Processing

Name of Faculty: Seema Murkar

Lecture No.	Module No	Topic to be covered / BSA	Actual date of completion	Reference book / Video link
1.	1	Introduction: Digital Image Processing, Origins of Digital Image Processing, Applications and Examples of Digital Image Processing	06/04/2021	Ref 1 / Ch1
2.	1	Fundamental Steps in Digital Image Processing, Components of an Image Processing System, Basics of image	07/04/2021	Ref 1 / Ch1
3.	1	Image Acquisition	08/04/2021	Ref 1 / Ch2
4.	1	Basic Relationships Between Pixels, Arithmetic and logical operations	10/04/2021	Ref 1 / Ch2
5.	1	Intensity Transformations and Spatial Filtering: Basics, Basic Intensity Transformation Functions	12/04/2021	Ref 1 / Ch3
6.	1	Basic Intensity Transformation Functions	15/04/2021	Ref 1 / Ch3
7.	1	Histogram Processing, Fundamentals of Spatial Filtering,	17/04/2021	Ref 1 / Ch3
8.	1	Smoothing (Lowpass) Spatial Filters, Sharpening (Highpass) Spatial Filters	20/04/2021	Ref 1 / Ch3
9.	1	Highpass, Bandreject, and Bandpass Filters from Lowpass Filters	22/04/2021	Ref 1 / Ch3
10.	1	Combining Spatial Enhancement Methods, Using Fuzzy Techniques	24/04/2021	Ref 1 / Ch3

		for Intensity Transformations and Spatial Filtering		
11.	2	Filtering in the Frequency Domain: Background, Preliminary Concepts, Sampling and the Fourier Transform of Sampled Functions, The Discrete Fourier Transform of One Variable	27/04/2021	Ref 1 / Ch4
12.	2	Extensions to Functions of Two Variables, Properties of the 2-D DFT and IDFT	29/04/2021	Ref 1 / Ch4
13.	2	Basics of Filtering in the Frequency Domain, Image Smoothing Using Lowpass Frequency Domain Filters	04/05/2021	Ref 1 / Ch4
14.	2	Image Sharpening Using Highpass Filters, Selective Filtering, Fast Fourier Transform	04/05/2021	Ref 1 / Ch4
15.	2	Image Restoration and Reconstruction: A Model of the Image Degradation/Restoration Process, Noise Models, Restoration in the Presence of Noise Only-----Spatial Filtering	06/05/2021	Ref 1 / Ch5
16.	2	Periodic Noise Reduction Using Frequency Domain Filtering, Linear, Position-Invariant Degradations,	10/05/2021	Ref 1 / Ch5
17.	2	Estimating the Degradation Function, Inverse Filtering, Minimum Mean Square Error (Wiener) Filtering,	11/05/2021	Ref 1 / Ch5
18.	2	Constrained Least Squares Filtering, Geometric Mean Filter,	13/05/2021	Ref 1 / Ch5
19.	3	Color Image Processing: Color Fundamentals, Color Models, Pseudocolor Image Processing	15/05/2021	Ref 1 / Ch6
20.	3	Full-Color Image Processing, Color Transformations	18/05/2021	Ref 1 / Ch6
21.	3	Color Image Smoothing and Sharpening	20/05/2021	Ref 1 / Ch6

22.	3	Using Color in Image Segmentation, Noise in Color Images, Color Image Compression.	20/05/2021	Ref 1 / Ch6
23.	3	Wavelet and Other Image Transforms: Preliminaries, Matrix-based Transforms, Correlation	21/05/2021	Ref 1 / Ch7
24.	3	Basis Functions in the Time-Frequency Plane, Basis Images, Fourier-Related Transforms	22/05/2021	Ref 1 / Ch7
25.	3	Walsh-Hadamard Transforms, Slant Transform, Haar Transform, Wavelet Transforms	25/05/2021	Ref 1 / Ch7
26.	3	Image Compression: Fundamentals, Huffman Coding, Arithmetic Coding	27/05/2021	Ref 1 / Ch8
27.	3	LZW Coding, Run-length Coding	28/05/2021	Ref 1 / Ch8
28.	3	Symbol-based Coding, 8 Bit-plane Coding	29/05/2021	Ref 1 / Ch8
29.	3	Block Transform Coding, Predictive Coding	08/06/2021	Ref 1 / Ch8
30.	4	Morphological Image Processing: Preliminaries, Erosion and Dilation, Opening and Closing, The Hit-or-Miss Transform	10/06/2021	Ref 1 / Ch9
31.	4	Morphological Operations on Binary Images, Grayscale Morphology	11/06/2021	Ref 1 / Ch9
32.	4	Morphological Operations on Binary Images,	12/06/2021	Ref 1 / Ch9
33.	4	Grayscale Morphology	15/06/2021	Ref 1 / Ch9
34.	4	Image Segmentation I: Edge Detection, Thresholding, and Region Detection: Fundamentals, Thresholding,	17/06/2021	Ref 1 / Ch10
35.	4	Segmentation by Region Splitting and Merging, Region Segmentation Using Clustering and Superpixels	18/06/2021	Ref 1 / Ch10

36.	4	Segmentation Using Morphological Watersheds	19/06/2021	Ref 1 / Ch10
37.	5	Image Segmentation II: Active Contours: Snakes and Level Sets: Background, Image Segmentation Using Snakes	22/06/2021	Ref 1 / Ch11
38.	5	Segmentation Using Level Sets	24/06/2021	Ref 1 / Ch11
39.	5	Feature Extraction: Background, Boundary Pre processing	25/06/2021	Ref 1 / Ch12
40.	5	Boundary Feature Descriptors and Region Feature Descriptors	26/06/2021 29/06/2021(Revision)	Ref 1 / Ch12

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Reference Books:

Sr. No.	Title	Author/s	Publisher	Edition	Year
1	Digital Image Processing	Gonzalez and Woods	Pearson/Prentice Hall	Fourth	2018
2	Fundamentals of Digital Image Processing	A K. Jain	PHI		
3	The Image Processing Handbook	J. C. Russ	CRC	Fifth	2010

VIDYALANKAR SCHOOL OF INFORMATION TECHNOLOGY

TEACHING LEARNING PLAN

M.Sc. Semester II 2020-21

Subject: Microservice Architecture

Name of Faculty: Dr Sarika Chouhan

Lecture No.	Module No	Topic to be covered / BSA	Actual date of completion	Reference book
1	1	Microservices: Understanding Microservices, Adopting Microservices, The Microservices Way.	5-4-2021	Ref book 1 – chapter 1
2	1	Microservices Value Proposition: Deriving Business Value, Defining a Goal-Oriented, Layered Approach, Applying the Goal-Oriented, Layered Approach.	8-4-2021	Ref book 1 – chapter 2
3	1	Designing Microservice Systems: The Systems Approach to Microservices, A Microservices Design Process,	9-4-2021	Ref book 2 – chapter 3
4	1	Establishing a Foundation: Goals and Principles, Platforms, Culture.	12-4-2021	Ref book 2– chapter 4
5	2	Service Design: Microservice Boundaries, API design for Microservices, Data and Microservices,	15-4-2021	Ref book 1– chapter 5
6	2	Distributed Transactions and Sagas, Asynchronous Message-Passing and Microservices, Dealing with Dependencies,	16-4-2021	Ref book 1– chapter 5
7	2	System Design and Operations: Independent Deployability, More Servers, Docker and Microservices,	19-4-2021	Ref book 1– chapter 6
8	2	Role of Service Discovery, Need for an API Gateway, Monitoring and Alerting.	20-4-2021	Ref book 1– chapter 6

9	2	Adopting Microservices in Practice: Solution Architecture Guidance, Organizational Guidance,	22-4-2021	Ref book 1–chapter 7
10	2	Culture Guidance, Tools and Process Guidance, Services Guidance.	23-4-2021	Ref book 1–chapter 7
11	3	Building Microservices with ASP.NET Core: Introduction, Installing .NET Core,	26-4-2021	Ref book 2 –chapter 1
12	3	Building a Console App, Building ASP.NET Core App.	29-4-2021	Ref book 2–chapter 1
13	3	Delivering Continuously: Introduction to Docker,	30-4-2021	Ref book 2–chapter 2
14	3	Continuous integration with Wercker,	3-5-2021	Ref book 2–chapter 2
15	3	Continuous Integration with Circle CI,	5-5-2021	Ref book 2–chapter 2
16	3	Deploying to Docker Hub.	6-5-2021	Ref book 2–chapter 2
17	3	Building Microservice with ASP.NET Core: Microservice, Team Service,	7-5-2021	Ref book 2–chapter 3
18	3	API First Development, Test First Controller	10-5-2021	Ref book 2–chapter 3
19	3	Creating a CI pipeline, Integration Testing, Running the team service Docker Image.	12-5-2021	Ref book 2–chapter 3
20	3	Backing Services: Microservices Ecosystems, The location Service, Enhancing Team Service.	13-5-2021	Ref book 2–chapter 4
21	4	Creating Data Service: Choosing a Data Store, Building a Postgres Repository,	15-5-2021	Ref book 2–chapter 5
22	4	Databases are Backing Services, Integration Testing Real Repositories, Exercise the Data Service	17-5-2021	Ref book 2–chapter 5
23	4	Event Sourcing and CQRS: Event Sourcing, CQRS pattern,	19-5-2021	Ref book 2 –chapter 6

24	4	Event Sourcing and CQRS, Running the samples.	20-5-2021	Ref book 2–chapter 6
25	4	Building an ASP.NET Core Web Application: ASP.NET Core Basics, Building Cloud-Native Web Applications.	21-5-2021	Ref book 2–chapter 7
26	4	Service Discovery: Cloud Native Factors, Netflix Eureka,	27-5-2021	Ref book 2–chapter 8
27	4	Discovering and Advertising ASP.NET Core Services. DNS and Platform Supported Discovery	28-5-2021	Ref book 2–chapter 8
28	5	Configuring Microservice Ecosystems: Using Environment Variables with Docker,	7-6-2021	Ref book 2–chapter 9
29	5	Using Spring Cloud Config Server,	10-6-2021	Ref book 2–chapter 9
30	5	Configuring Microservices with etcd,	11-6-2021	Ref book 2–chapter 9
31	5	Securing Applications and Microservices: Security in the Cloud,	14-6-2021	Ref book 2–chapter 10
32	5	Securing ASP.NET Core Web Apps,	16-6-2021	Ref book 3–chapter 10
33	5	Securing ASP.NET Core Microservices.	17-6-2021	Ref book 3–chapter 10
34	5	Building Real-Time Apps and Services: Real-Time Applications Defined,	18-6-2021	Ref book 3–chapter 11
35	5	Websockets in the Cloud	22-6-2021	Ref book 3–chapter 11
36	5	Using a Cloud Messaging Provider,	23-6-2021	Ref book 3–chapter 11
37	5	Building the Proximity Monitor.	24-6-2021	Ref book 3–chapter 11
38	5	Putting It All Together: Identifying and Fixing Anti-Patterns,	25-6-2021	Ref book 3–chapter 12
39	5	Continuing the Debate over	28-6-2021	Ref book 3–

		Composite Microservices,		chapter 12
40	5	The Future.	29-6-2021	Ref book 3– chapter 12

Reference Books:

Books and References:					
Sr. No.	Title	Author/s	Publisher	Edition	Year
1.	Microservice Architecture: <i>Aligning Principles, Practices, and Culture</i>	Irakli Nadareishvili, Ronnie Mitra, Matt McLarty, and Mike Amundsen	O'Reilly	First	2016
2.	Building Microservices with ASP.NET Core	Kevin Hoffman	O'Reilly	First	2017
3.	Building Microservices: Designing Fine-Grained Systems	Sam Newman	O'Reilly	First	
4.	Production-ready Microservices	Susan J. Fowler	O'Reilly		2016

The academic resources available in VSIT –

VMIS (ERP)	V-Refer and V-Live	VSIT Library	VAC & MOOC Courses
Institute & Department Vision and Mission	Former IA question papers and solutions (prepared by faculty)	Former IA question papers solutions - hardcopy	Value Added Courses (VAC) are conducted throughout the semester & in the semester break - Enrol for the VACs
Program Educational Objectives (PEO)	MU end semester examination question papers and solutions (prepared by faculty)	MU end semester exam question paper & solutions - by faculty, hardcopy	
Program Specific Outcome (PSO)	Class notes and Digital Content for the subject (scanned / typed by faculty)	All text books, reference books, e -books mentioned in the syllabus & AAP	Online courses from NPTEL, Coursera etc. are pursued throughout the semester - Register for the course & get certified
Program Outcome (PO)	Comprehensive question bank, EQ, GQ, PPT, Class Test papers	Technical journals and magazines for reference	
Departmental Knowledge Map	Academic Administration Plan & Beyond Syllabus Activity report	VSIT library is member of IIT Bombay Library	Watch former lectures captured in LMS at VSIT

1.a Course Objectives (write in detail – follow NBA guideline in this regard)

Cognitive	What do you want students to know?	Gain knowledge about the process of ascertainment of costs.
Affective	What do you want students to think / care about?	Understand the different methods and techniques of costing.
Behavioural	What do you want students to be able to do?	Ability to prepare cost sheet and different cost accounts.

1.b Course Outcome (CO) Statements and Module-Wise Mapping (follow NBA guideline)

CO No.	Statements	Related Module/s
CO1	To understand the basic concepts and processes used to determine product costs	Unit 1
CO2	To be able to interpret cost accounting statements	Unit 2
CO3	To be able to find out the cost of each contract	Unit 3
CO4	To be able to find out the cost of each process.	Unit 4

1.c Mapping of COs with POs (mark S: Strong, M: Moderate, W: Weak, Dash '-': not mapped)

	PO 1	PO 2	PO 3	PO 4	PO 5	PO 6	PO 7	PO 8	PO 9	PO 10	PO 11	PO 12
CO 1	S	S	M	M								
CO 2	S	S	M	M								
CO 3	S	S	M	M								
CO 4	S	S	M	M								
CO 5												

1.d Mapping of COs with PSOs (mark S: Strong, M: Moderate, W: Weak, Dash '-':not mapped)

	PSO 1	PSO 2	PSO 3	PSO 4
CO 1	S	S	S	M
CO 2	S	S	S	M
CO 3	S	S	S	M
CO 4	S	S	S	M
CO 5				

1.e Teaching and Examination Scheme (As specified by the University) for the Course

Categories	Mathematics	Computing / IT / Electronics	Humanities & Soft Skill	Social Sciences	Commerce	Management	Multidisciplinary
Tick suitable category					✓		

Subject Code	Subject Name	Teaching Scheme			Credits Assigned			
		Theory	Practical	Tutorial	Theory	TW/Practical	Tutorial	Total
	Cost Accounting	75	--	--	3	-	--	3

Subject Code	Subject Name	Examination Scheme							
		Theory Marks IA Test			End Sem. Exam Marks	TW	Practical	Oral	Total
		IA 1	IA 2	Sum of IA1 and IA2					
	Cost Accounting	20	05	25	75	--	--	--	75

1.f Faculty-Wise Distribution of all Lecture-Practical-Tutorial Hours for the Course

Divisions	Lecture (Hrs.)	Practical (Hrs.)				Tutorial (Hrs.)			
		Batch 1	Batch 2	Batch 3	Batch 4	Batch 1	Batch 2	Batch 3	Batch 4
A	3	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.
B	3	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.
C	3	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.

1.g Office Hours (Faculty will be available in office in this duration for solving students' query)

Division	Day	Time (at least 1 Hr. / Division)	Venue (Office Room No.)
A	Thursday	12:30p.m. to 1:30p.m	Y Block reading room
B	Friday	12:30p.m. to 1:30p.m	Y Block reading room
C	Saturday	12:30p.m. to 1:30p.m	Y Block reading room

2.a Syllabus: Module Wise Teaching Hours and % Weightage in University Question Paper

Module No.	Module Title and Brief Details	Teaching Hrs. for each module	% Weightage in University Question Papers
1	Classification of Costs and Cost Sheet	16.7	25
2	Reconciliation of cost and financial accounts	8.33	25
3	Contract Costing	12.5	25
4	Process Costing	12.5	25
* Insert rows for more modules in the Course		Total	50
			100

2.b Prerequisite Courses

No.	Semester	Name of the Course	Topic/s
1	12 th std	Book-Keeping	2
2	1	Cost accounting – I	1

2.c Relevance to Future Courses

No.	Semester	Name of the Course
1	VI	TYBAF
2	Part 1	M.Com

2.d Real Life Application Mapping – Mention Application from Very Common Day to Day Life

No.	Real Life Application Mapping with the Course
1	Classification of Costs under different heads and to prepare Cost Sheet
2	Will be able to Reconcile cost and financial accounts
3	Will be able to prepare Contract Cost A/c
4	Will be able to prepare Process Cost A/c

3.**Past Results – Division-Wise and Topic-Wise Result Based Analysis**

Details	Target - Dec 2020	Dec 2019	Dec 2018	Dec 2017
Course Passing % – Average of 3 Divisions	98%	96.45	97%	98.06
Marks Obtained by Course Topper (mark/100)	100	98	97	99

Year	Division A		Division B		Division C	
	Initials of Teacher	% Result	Initials of Teacher	% Result	Initials of Teacher	% Result
Dec 2019	KCM/SSK	94.12	KCM/SSK	98.48	KCM/SSK	96.83
Dec 2018	KCM/SSK	97	KCM/SSK	97	KCM/SSK	97
Dec 2017	KCM	98.25	KCM	100	KCM	95.92

Topics which affect results negatively	Module Number	Recommendations to overcome these issues & improve result in future
Reconciliation of cost and financial accounts	2	Extra Practical questions need to be solved
Contract costing	3	Extra Practical questions need to be solved and theory should be explained well

4**All the Learning Resources – Books and E-Resources****4.a****List of Text Books (T – Symbol for Text Books) to be Referred by Students**

Sr. No	Text Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Cost Accounting	Tulisan			
2	Cost Accounting	Rao - M. E. Thukaram	New Edge	2017	1 to \$
3					

4.b**List of Reference Books (R – Symbol for Reference Books) to be Referred by Students**

Sr. No	Reference Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Introduction to cost accounting	Arora M. N.			1-3
2	Cost Accounting	Rao - M. E. Thukaram	New Edge	2017	1-4
3	Cost Accounting	Lal-Jawahar			1-4
4	Cost Accounting	Agrawal M.A			1-4
5	Cost Accounting	Arora M. N.			1-4

4.c**List of E - Books (E – Symbol for E-Books) to be Referred by Students**

Sr. No	E- Book Titles	Author/s	Publisher	Edition	Module Nos.
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1	Cost Accounting	M N Arora	Himalaya Publishing House		1 – 2
2	Reconciliation of Cost and Financial Accounts	Dr. Kamlesh Dave	-		2
3	Contract costing	-	ICAI		3
4	Process costing	CA K Hariharan	ICAI		4

4.d

Web Links and Names of Magazines, Journals, E-journals – [VIT is member of IIT Bombay Library]

Refer online journals subscribed in VIT library. You can also access IIT Bombay online library for journals from IITB campus.

Sr. No.	Web-Links and Names of Journals and E-Journals Recommended to Students for this Course	Web-Links and Names of Magazines Recommended to Students for this Course	Module Nos.
1	http://www.accaglobal.com	Chartered Accountant – ICAI scales new heights of success	1-4
2		Chartered Accountant – Looking for new horizons	1-4
3		Chartered Accountant – Pollinating the growth	1-4
4		Chartered Accountant – Expanding growth	1-4
5		Chartered Accountant – International Taxation	1-4
6		Chartered Accountant – 67 years as institution of public trust	1-4

4.e

Module Best Available in - Tick the best resource [from 4.a to 4.d in this AAP] & give details

Module No.	Category (Please Tick Mark) - √						Available In VSIT Library?		Details of the Resource (i.e. Name, Chapter & Page No., etc.)
	Book			Magazine	Journals		Y	N	
	Text	Reference	E-Book		Regular	E-Journal			
1		✓					✓		Cost Accounting
2		✓					✓		Cost Accounting
3		✓					✓		Cost Accounting
4		✓	✓				✓		Cost Accounting

4.f

Web Links for Online Notes/YouTube/VSIT Digital Content/VIT Lecture Capture/NPTEL Videos

Students can view lectures by VSIT professors, captured through LMS 'Lecture Capture' in VIT campus for previous years.

No.	Websites / Links	Module Nos.
1	Digital Content (live.vsit.edu.in)	1-4
2	Online Notes and PPTs (http://www.icaiknowledgegateway.org)	1-4

4.g**Recommended MOOC Courses like Coursera / NPTEL / MIT-OCW / edX etc.**

Sr. No.	MOOC Course Link	Course conducted by – Person / University / Institute / Industry	Course Duration	Certificate (Y / N)
1	https://www.mooc-list.com/ Advanced cost Accounting			

4.h**Recommended Value Added Courses (VAC)**

Sr. No.	Name of the Value Added Course	Conducted by – Person / Institute / Industry	Course Duration	Certificate (Y / N)
1				

4.i**Study Material Distributed among Students**

Tick if distributed among students					
GQ	Notes	Digital Content	PPT	EQ (updated till the Last Exam)	Other (Write Details)
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	

5.**Consolidated Course Lesson Plan**

	From (date/month/year)	To (date/month/year)	Total Number of Weeks
Semester Duration			17

Week	Lecture no.	Module No.	Lecture Topics / IA 1 and IA 2 / BSA planned to be covered	Actual date of Completion	COs	Recommended Prior Viewing / Reading	
						Lecture No. (on LMS)	Chapter No. / Page Nos. / Books/ Web Site
1	1	1	A short introduction about Cost accounting		CO1		
	2	1	Classification of costs – Materials, Labour, expenses		CO1		
	3	1	Cost of sales, Cost centre, Cost unit Profit centre, investment centre		CO1		
2	4	1	Cost sheet Format		CO1		
	5	1	Practical Problems		CO1		

	6	1	Practical Problems		CO1		
3	7	1	Practical Problems		CO1		
	8	1	Practical Problems		CO1		
	9	1	Estimated Cost sheet - Practical Problems		CO1		
4	10	1	Practical Problems		CO1		
	11	1	Practical Problems		CO1		
	12	1	Practical Problems		CO1		
5	13	1	Practical Problems		CO1		
	14	1	Practical Problems		CO1		
	15	1	Practical Problems		CO1		
6	16	1	Practical Problems		CO1		
	17	1	Practical Problems		CO1		
	18	2	Need of reconciliation Reasons for difference in cost and financial accounts		CO2		
7	19	2	Practical problems starting with financial profits		CO2		
	20	2	Practical problems		CO2		
	21	2	Practical problems starting with costing profits		CO2		
8	22	2	Practical problems		CO2		
	23	2	Cost sheet & Reconciliation		CO2		

	24	2	Practical problems		CO2		
9	25	2	Practical problems		CO2		
	26	3	Introduction – need & Importance		CO3		
	27	3	Progress Payments, Retention money, Contract accounts Accounting for material, Accounting for Tax deducted at source, Accounting for plant		CO3		
10	28	3	Treatment of profit on incomplete contracts, Balance sheet entries		CO3		
	29	3	Revision of theory with Contract Account format		CO3		
	30	3	Practical problems (for 2 or more years)		CO3		
11	31	3	Practical problems		CO3		
	32	3	Practical problems (Data related to the middle of the year)		CO3		
	33	3	Practical problems		CO3		
12	34	3	Practical problems		CO3		
	35	3	Practical problems		CO3		
	36	3	Practical problems		CO3		
13	37	3	Practical problems		CO3		
	38	3	Practical problems		CO3		
	39	4	Introduction		CO4		
14	40	4	Process A/c Format		CO4		
	41	4	Concepts of Process loss (Normal, Abnormal), Abnormal gain		CO4		

	42	4	Joint products and By products		CO4		
15	43	4	Practical Problems on products passing through various processes		CO4		
	44	4	Practical problems (Process A/c)		CO4		
	45	4	Practical problems (Process A/c)		CO4		
16	46	4	Practical Problems (Process A.c)		CO4		
	47	4	Practical Problems (Process A/c)		CO4		
	48	4	Practical Problems on Joint product and By product		CO4		
17	49	4	Practical Problems on Joint product and By product		CO4		
	50	4	Revision		CO4		

6. Rubric for Grading and Marking of Term Work (inform students at the beginning of semester)

Lecture + Practical (% Attendance) & Marks	Assignments	Tutorial	Lab / Practical Performance	Lab Journal Assessment	Class Tests (Other than IA)	Class participation	Other (2) specify	Total
02	03							05

7. Assignments / Tutorials Details (must attach print out of all questions together with AAP)

Assignment No.	Title of the Assignments / Tutorials	CO Map	Assignments given to Students on	Date of Submission

1	Classification of Costs and Cost Sheet	1	2 nd week	3 rd week
2	Reconciliation of cost and financial accounts	2	5 th week	6 th week
3	Contract Costing	3	6 th week	7 th week
4	Process Costing	4	8 th week	9 th week

Analysis of Assignment / Tutorial Questions and Related Resources

Assignment No.	Week No.	Type* (✓)			Module No.	Based on #			Question Type (✓)	
		R	UQ	OBT		Text Book	Reference Book	Other Learning Resource	MU EQ	Thought Provoking
1	2	✓			1		✓			✓
2	5	✓			2		✓			✓
3	6	✓			3		✓			✓
4	8	✓	✓		4		✓			✓

* Tick (✓) the Type of the Assignment: Regular (R); Unannounced Quiz (UQ) ; Open Book Test for TY/SY/MASTERS (OBT)
Write number for Text book, reference book, other learning resource from this AAP – from Points 4.a to 4.d

8.

Internal Assessment / Other Class Test / Open Book Test (OBT)/Take Home Test (THT) Details

Tests	Test Dates	Module No.	CO Map	IA Question Paper Pattern	Policy
1 st IA Test	August 2018	1 & 2		Q1 – MCQ - 10 Marks Q2 – 1 numerical 5 Marks Q3 – 1 numerical 5 Marks 20 marks each for IA 1 & 2	No IA Re-test
2nd IA Test					IA is a Head of passing *
Pop Quiz	3rd week 5th week	1 2	CO1 CO2		
Open Book Test	10th week	4	CO4		
Take Home Test	8th week	3	CO3		
Class tests / prelims					
Class tests / prelims					
Any other test/exams					

* IA failures will have to appear for re-test in next semester

9.a Practical Activities – Regular Experiments

Practical No.	Module No.	Title of the Regular Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
A1		NA			
2					

9.b Practical Activities – Newly Added Experiments

Practical No.	Module No.	Title of the Newly Added Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1		NA			
2					

9.c Practical Activities – PBL Experiments

Practical No.	Module No.	Title of the PBL Experiments	Concepts to be highlighted	CO Map	Audit / Quality (0 to 4)
1	1	Project on Cost sheet		1	
2	4	Case study on process costing		4	

10. Beyond Syllabus Activities for Gap Mitigation

No.	Type of the Activity	Activities	Details – no of attendees, guest, feedback, mark sheet, report
1	Interaction with Outside World	Guest Lecture / Workshops	
2		Industrial Visit	✓
3	Test and Assessments	Class Tests – (other than IA)	✓
4		Mini Projects	✓
5		Pop Quiz	✓
6		Mobile App Based Quiz	
7		Open Book Test	✓
8		Take Home Test	✓

9	Collaborative and Group Activity	Poster Presentation	✓
10		Minute Papers	
11		Students Seminar	✓
12		Students Debates	
13		Panel Discussion / Mock GD	
14		Mock Interview	
15	Co-curricular Courses	MOOC-NPTEL/Coursera Videos	✓
16		Value Added Courses	
17		Lecture Capture Usage	

*** Do not delete any activity. Give details for planned events. Write 'NA' for activity Not Planned.**

Consolidated Academic Administration Plan Prepared by (mention all theory teaching faculty names with signature)

Faculty 1 Name (Sign.)

Ms. Kavitha Mohan

Faculty 2 Name (Sign.)

External Industry Mentor (Sign.)

External Academic Mentor (Sign.)

VSIT Cluster Mentor Name (Sign.)

Head of Dept. (Sign.)

Version 2020-21

The academic resources available in VSIT –

VMIS (ERP)	V-Refer and V-Live	VSIT Library	VAC & MOOC Courses
Institute & Department Vision and Mission	Former IA question papers and solutions (prepared by faculty)	Former IA question papers solutions - hardcopy	Value Added Courses (VAC) are conducted throughout the semester & in the semester break - Enrol for the VACs
Program Educational Objectives (PEO)	MU end semester examination question papers and solutions (prepared by faculty)	MU end semester exam question paper & solutions - by faculty, hardcopy	
Program Specific Outcome (PSO)	Class notes and Digital Content for the subject (scanned / typed by faculty)	All text books, reference books, e -books mentioned in the syllabus & AAP	Online courses from NPTEL, Coursera etc. are pursued throughout the semester - Register for the course & get certified
Program Outcome (PO)	Comprehensive question bank, EQ, GQ, PPT, Class Test papers	Technical journals and magazines for reference	
Departmental Knowledge Map	Academic Administration Plan & Beyond Syllabus Activity report	VSIT library is member of IIT Bombay Library	Watch former lectures captured in LMS at VSIT

1.a Course Objectives (write in detail – follow NBA guideline in this regard)

Cognitive	What do you want students to know?	About basics of income tax act
Affective	What do you want students to think / care about?	To acquire conceptual knowledge and its practical application
Behavioural	What do you want students to be able to do?	To file return of income on their own

1.b Course Outcome (CO) Statements and Module-Wise Mapping (follow NBA guideline)

CO No.	Statements	Related Module/s
CO1	Students will be able to apply basic income tax knowledge	Unit 1
CO2	Students can determine their own total income from provisions of income from salary, house property	Unit 2
CO3	Considering the top most important thing in everyone's life, deductions should be known to everyone and that can be mapped with this unit	Unit 3
CO4	The outcome of this topic is every student will be able to compute the total income using all the provisions of the act.	Unit 4

1.c Mapping of COs with POs (mark S: Strong, M: Moderate, W: Weak, Dash '-': not mapped)

	PO 1	PO 2	PO 3	PO 4	PO 5	PO 6	PO 7	PO 8	PO 9	PO 10	PO 11	PO 12
CO 1	S	S	S	S								
CO 2												
CO 3	M	S	M	M								
CO 4	S	S	S	S								

1.d Mapping of COs with PSOs (mark S: Strong, M: Moderate, W: Weak, Dash ‘-’:not mapped)

	PSO 1	PSO 2	PSO 3	PSO 4
CO 1				
CO 2				
CO 3				
CO 4				
CO 5				

1.e Teaching and Examination Scheme (As specified by the University) for the Course

Categories	Mathematics	Computing / IT / Electronics	Humanities & Soft Skill	Social Sciences	Commerce	Management	Multidisciplinary
Tick suitable category					✓		

Subject Code	Subject Name	Teaching Scheme			Credits Assigned			
		Theory	Practical	Tutorial	Theory	TW/Practical	Tutorial	Total
CC	Taxation-IV	75			3			3

Subject Code	Subject Name	Examination Scheme							
		Theory Marks IA Test			End Sem. Exam Marks	TW	Practical	Oral	Total
		IA 1	IA 2	Average of IA1 and IA2					
CC	Taxation-IV	20			75			05	100

1.f Faculty-Wise Distribution of all Lecture-Practical-Tutorial Hours for the Course

Divisions	Lecture (Hrs.)	Practical (Hrs.)				Tutorial (Hrs.)			
		Batch 1	Batch 2	Batch 3	Batch 4	Batch 1	Batch 2	Batch 3	Batch 4
A	50								

1.g Office Hours (Faculty will be available in office in this duration for solving students' query)

Division	Day	Time (at least 1 Hr. / Division)	Venue (Office Room No.)
A	Friday	12:10 p.m. – 12:30 p.m.	Staff room well
B and C	Tuesday	12.10 p.m. – 12:30 p.m.	Staff room well

2.a Syllabus : Module Wise Teaching Hours and % Weightage in University Question Paper

Module No.	Module Title and Brief Details	Teaching Hrs. for each	% Weightage in University
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		module	Question Papers
1	Basic concepts		Equal
2	Heads of income -1		
3	Heads of income -2		
4	Deductions and total income		
* Insert rows for more modules in the Course		Total	50
			100

2.b Prerequisite Courses

No.	Semester	Name of the Course	Topic/s
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2.c Relevance to Future Courses

No.	Semester	Name of the Course
1	IV	MCOM

2.d Real Life Application Mapping – Mention Application from Very Common Day to Day Life

No.	Real Life Application Mapping with the Course
1	To understand the current issues & its legal compliances
2	To understand about provisions which will help them at the time of internship/projects/job

3. Past Results – Division-Wise and Topic-Wise Result Based Analysis

Details	Target - May 2020	May 2019	May 2018	May 2017
Course Passing % – Average of 3 Divisions	100%	100%	100%	100%
Marks Obtained by Course Topper (mark/100)	100%	87	93	92

Year	Division A		Division B		Division C	
	Initials of Teacher	% Result	Initials of Teacher	% Result	Initials of Teacher	% Result
May 2019	SSB	100%				
May 2018	SSB	100%				
May 2017	SSB	100%				

Topics which affect results negatively	Module Number	Recommendations to overcome these issues & improve result in future
--	---------------	---

Head of income -2	3	Written Assignments
Computation of Total income	4	More practice of sums

4 All the Learning Resources – Books and E-Resources

4.a List of Text Books (T – Symbol for Text Books) to be Referred by Students

Sr. No	Text Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Direct Taxes	Ainapure	Manan Prakashan		1-4

4.b List of Reference Books (R – Symbol for Reference Books) to be Referred by Students

Sr. No	Reference Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Income Tax Act, 2017	Bare Act			1-4
2	A Students guide to Income tax	V.S. Datey	Taxmann		1-4
3	Heads of income		Taxmann		1-4

4.c List of E - Books (E – Symbol for E-Books) to be Referred by Students

Sr. No	E- Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Income declaration scheme analysis	Shah	AUBSP		1-4
2	Digital Content (live.vsit.edu.in)	Mr. Shreyas Bondre	VSIT		1-4
3	Income Tax Overview	Mohan S	Zoho		1-4

4.d Web Links and Names of Magazines, Journals, E-journals – [VIT is member of IIT Bombay Library]

Refer online journals subscribed in VIT library. You can also access IIT Bombay online library for journals from IITB campus.

Sr. No.	Web-Links and Names of Journals and E-Journals Recommended to Students for this Course	Web-Links and Names of Magazines Recommended to Students for this Course	Module Nos.
1	Google Scholar – books.google.com		All
2	https://www.youtube.com/watch?v=t7UEElb2h3I		3

4.e Module Best Available in - Tick the best resource [from 4.a to 4.d in this AAP] & give details

Module No.	Category (Please Tick Mark) - √					Available In VIT Library?		Details of the Resource (i.e. Name, Chapter & Page No., etc.)	
	Book			Maga-zine	Journals		Y		N
	Text	Referen- ce	E- Book		Regular	E- Journal			
1	✓	✓	✓				Y		Unit 1
2	✓	✓	✓				Y		Unit 2

3	✓	✓	✓				Y		Unit 3
4	✓	✓	✓				Y		Unit 4

4.f Web Links for Online Notes/YouTube/VIT Digital Content/VIT Lecture Capture/NPTEL Videos

Students can view lectures by VIT professors, captured through LMS 'Lecture Capture' in VIT campus for previous years.

No.	Websites / Links	Module Nos.
1	Digital Content (live.vsit.edu.in)	1-4
2	https://www.youtube.com/results?search_query=residential+status	1
3	https://www.youtube.com/watch?v=pwQwxOmjVho	2
4	https://www.youtube.com/watch?v=aVOngu2L6VM	4

4.g Recommended MOOC Courses like Coursera / NPTEL / MIT-OCW / edX etc.

Sr. No.	MOOC Course Link	Course conducted by – Person / University / Institute / Industry	Course Duration	Certificate (Y / N)
1	Tax online	Coursera.com	100 Hours	Y

4.h Recommended Value Added Courses (VAC)

Sr. No.	Name of the Value Added Course	Conducted by – Person / Institute / Industry	Course Duration	Certificate (Y / N)
1				

4.i Study Material Distributed among Students

Tick if distributed among students					
GQ	Notes	Digital Content	PPT	EQ (updated till the Last Exam)	Other (Write Details)
✓	✓	✓	✓	✓	

5. Consolidated Course Lesson Plan

	From (date/month/year)	To (date/month/year)	Total Number of Weeks
Semester Duration			16

Week	Lecture no.	Module No.	Lecture Topics / IA 1 and IA 2 / BSA planned to be covered	Actual date of Completion	Cos	Recommended Prior Viewing / Reading	
						Lecture No. (on	Chapter No. / Page Nos./

						LMS)	Books/ Web Site
1	1	I	UNIT 1: Basic Concepts (Introduction on taxation system) (IEF)				
	2	I	Definitions; Previous year, Assessment year, assessee, person				
	3	I	Definitions; Income, residential status				
2	4	I	Provisions of residential status of individual				
	5	I	Practice on residential status				
	6	I	Practice on residential status				
3	7	I	Practice on residential status				
	8	I	Scope of income and its charting (Poster presentation)				
	9	I	Combined practice of both sub topics				
4	10	I	Practice on residential status and scope of income				
	11	I	Practice on residential status and scope of income				
	12	I	Practice on residential status and scope income (revision) (flipped classroom)				
5	13	II	UNIT 2: Heads of income – 1 (Introduction to heads of income)				
	14	II	Income from house property – introduction				
	15	II	GAV and NAV and its calculation				
6	16	II	GAV and NAV and its calculation				
	17	II	Interest on borrowings municipal taxes				

	18	II	Unrealised and arrears of rent				
7	19	II	DLOP (PBL)				
	20	II	Computation of income from house property combining SOP LOP BOP				
	21	II	Computation of income from house property combining SOP LOP BOP				
8	22	II	Income from salary (all provisions)				
	23	II	Practice on gratuity, Leave salary, HRA				
	24	II	Practice on Income from salary				
9	25	II	Practice on income from salary				
	26	II	Business profession-format				
	27	II	Business professions sums				
10	28	II	Business professions sums				
	29	II	Business professions sums				
	30	II	Business professions sums (Case study)				
11	31	III	UNIT 3: Heads of income – 2 (Revision of last heads and what is next in this unit)				
	32	III	Capital Gains – definition of transfer, capital asset				
	33	III	Capital gains – short term – format Long term- format Sums on both				
12	34	III	Indexed cost of acquisition, CII, situations under capital gains				
	35	III	Practice on capital gains (Assignment 1)				

	36	III	Practice on capital gains (Exemptions u/s 54)				
13	37	III	Practice on capital gains				
	38	III	Practice on capital gains				
	39	III	Income from other sources, gift provisions, taxable incomes, exempt incomes under the head				
14	40	III	Practice on IFOS				
	41	IV	Deductions (THT)				
	42	IV	Deductions (Google test)				
15	43	IV	Computation of income (Salary + HP) including deductions				
	44	IV	Computation of income (Salary + HP) including deductions				
	45	IV	Computation of income (Salary + OS) including deductions				
16	46	IV	Computation of income (Salary + OS) including deductions				
	47	IV	Computation of income (Capital Gains + OS) including deductions				
	48	IV	Computation of income (Business + OS) including deductions				
	49	IV	Computation of income (Business + OS) including deductions (Assignment No 2)				
	50	IV	REVISION				

5

6. Rubric for Grading and Marking of Term Work (inform students at the beginning of semester)

Lecture + Practical (% Attendance) & Marks	Assignments	Tutorial	Lab / Practical Performance	Lab Journal Assessment	Class Tests (Other than IA)	Other (1) specify	Other (2) specify	Total
--	-------------	----------	-----------------------------	------------------------	-----------------------------	-------------------	-------------------	-------

	2 Assignment – 5 Marks							5
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7. Assignments / Tutorials Details (must attach print out of all questions together with AAP)

Assignment No.	Title of the Assignments / Tutorials	CO Map	Assignments given to Students on	Date of Submission
1	Heads of income -2	CO3	6 th Week	7 th Week
2	Total income	CO4	14 th Week	15 th Week

✓ Analysis of Assignment / Tutorial Questions and Related Resources

Assignment No.	Week No.	Type* (√)			Module No.	Based on #			Question Type (√)	
		R	UQ	OBT		Text Book	Reference Book	Other Learning Resource	MU EQ	Thought Provoking
1	3	✓			1		✓			
2	5	✓			2		✓			

* Tick (√) the Type of the Assignment: Regular (R); Unannounced Quiz (UQ) ; Open Book Test for TY/SY/MASTERS (OBT)

Write number for Text book, reference book, other learning resource from this AAP – from Points 4.a to 4.d

8. Internal Assessment / Other Class Test / Open Book Test (OBT)/Take Home Test (THT) Details

Tests	Test Dates	Module No.	CO Map	IA Question Paper Pattern	Policy
1 st IA Test	7 TH Week	1& 2		Q1 – MCQ - 10 Marks Q2 – 1 numerical 5 Marks Q3 – 1 numerical 5 Marks 20 marks each for IA 1 & 2	No IA Re-test
2 nd IA Test					IA is a Head of passing *
Pop Quiz					

Open Book Test	4 th week	1 & 2			
Take Home Test	9 th week	3,4			
Google Test	8 th week	ALL			

*** IA failures will have to appear for re-test in next semester**

9.a Practical Activities – Regular Experiments

Practical No.	Module No.	Title of the Regular Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1					
2					
3					
4					
5					
6					
7					
8					
9					
10					

9.b Practical Activities – Newly Added Experiments

Practical No.	Module No.	Title of the Newly Added Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1					
2					

9.c Practical Activities – PBL Experiments

Practical No.	Module No.	Title of the PBL Experiments	Concepts to be highlighted	CO Map	Audit / Quality (0 to 4)
1	1-6	Illustrations, Court Cases	Principles & Application		
2	5	Discuss cases in GST	Application		

10. Beyond Syllabus Activities for Gap Mitigation

No.	Type of the Activity	Activities	Details – no of attendees, guest, feedback, mark sheet, report
1	Interaction with Outside World	Guest Lecture / Workshops	
2		Industrial Visit	
3	Test and Assessments	Class Tests – (other than IA)	
4		Mini Projects	Analysing a Court case
5		Pop Quiz	Yes
6		Mobile App Based Quiz	Yes
7		Open Book Test	Yes
8		Take Home Test	Yes
9	Collaborative and Group Activity	Poster Presentation	
10		Minute Papers	
11		Students Seminar	
12		Students Debates	
13		Panel Discussion / Mock GD	NA
14		Mock Interview	NA
15	Co-curricular Courses	MOOC-NPTEL/Coursera Videos	✓
16		Value Added Courses	NA
17		Lecture Capture Usage	NA

*** Do not delete any activity. Give details for planned events. Write 'NA' for activity Not Planned.**

Consolidated Academic Administration Plan Prepared by (mention all theory teaching faculty names with signature)

Faculty 1 Name (Sign.)

Shreyas Bondre

External Industry Mentor (Sign.)

External Academic Mentor (Sign.)

VSIT Cluster Mentor Name (Sign.)

Head of Dept. (Sign.)

The academic resources available in VSIT –

VMIS (ERP)	V-Refer and V-Live	VSIT Library	VAC & MOOC Courses
Institute & Department Vision and Mission	Former IA question papers and solutions (prepared by faculty)	Former IA question papers solutions - hardcopy	Value Added Courses (VAC) are conducted throughout the semester & in the semester break - Enrol for the VACs
Program Educational Objectives (PEO)	MU end semester examination question papers and solutions (prepared by faculty)	MU end semester exam question paper & solutions - by faculty, hardcopy	
Program Specific Outcome (PSO)	Class notes and Digital Content for the subject (scanned / typed by faculty)	All text books, reference books, e -books mentioned in the syllabus & AAP	Online courses from NPTEL, Coursera etc. are pursued throughout the semester - Register for the course & get certified
Program Outcome (PO)	Comprehensive question bank, EQ, GQ, PPT, Class Test papers	Technical journals and magazines for reference	
Departmental Knowledge Map	Academic Administration Plan & Beyond Syllabus Activity report	VSIT library is member of IIT Bombay Library	Watch former lectures captured in LMS at VSIT

1.a Course Objectives (write in detail – follow NBA guideline in this regard)

Cognitive	What do you want students to know?	The students will be able to understand dividend growth model ,capital Budgeting, Capital Rationing ,Economic Value Added
Affective	What do you want students to think / care about?	The students will be able to calculate equity costs as per the different pricing models
Behavioural	What do you want students to be able to do?	The students will be able to apply the different components learned to accept or reject a project.

1.b Course Outcome (CO) Statements and Module-Wise Mapping (follow NBA guideline)

CO No.	Statements	Related Module/s
CO1	Introduce students to financial management and its importance and its applications in business and Introduce students to financial planning, and objectives, benefits, types of areas and stages of financial planning	Unit 1
CO2	Introduce the concept of discounting and compounding, Present Value, Future value Annuity,	Unit 2

CO3	Students learn different methods to evaluate project, Project planning & Risk Analysis	Unit 3
CO4	Making the students understand the concepts of cost of equity, cost of debt, cost of preference and weighted average cost of capital	Unit 4

1.c Mapping of COs with POs (mark S: Strong, M: Moderate, W: Weak, Dash '-': not mapped)

	PO 1	PO 2	PO 3	PO 4	PO 5	PO 6	PO 7	PO 8	PO 9	PO 10	PO 11	PO 12
CO 1	S	M	S	W	M	M						
CO 2	S	M	S	M	M	M						
CO 3	S	M	S	W	M	M						
CO 4	S	M	M	M	M	M						
CO 5	S	M	M	M	M	M						

1.d Mapping of COs with PSOs (mark S: Strong, M: Moderate, W: Weak, Dash '-':not mapped)

	PSO 1	PSO 2	PSO 3	PSO 4
CO 1				
CO 2				
CO 3				
CO 4				
CO 5				

1.e Teaching and Examination Scheme (As specified by the University) for the Course

Categories	Mathematics	Computing / IT / Electronics	Humanities & Soft Skill	Social Sciences	Commerce	Management	Multidisciplinary
Tick suitable category					✓		

Subject Code	Subject Name	Teaching Scheme			Credits Assigned			
		Theory	Practical	Tutorial	Theory	TW/Practical	Tutorial	Total
DRE-1	Financial Management	75	--	--	3	-	--	3

Subject Code	Subject Name	Examination Scheme							
		Theory Marks IA Test			End Sem.	TW	Practical	Oral	Total
		IA	IA 2	Sum of					

		1		IA1 and IA2	Exam Marks				
DRE-1	Financial Management	20	05	25	75	--	--	--	75

1.f Faculty-Wise Distribution of all Lecture-Practical-Tutorial Hours for the Course

Divisions	Lecture (Hrs.)	Practical (Hrs.)				Tutorial (Hrs.)			
		Batch 1	Batch 2	Batch 3	Batch 4	Batch 1	Batch 2	Batch 3	Batch 4
A	3.33	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.
B	3.33	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.
C	3.33	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.

1.g Office Hours (Faculty will be available in office in this duration for solving students' query)

Division	Day	Time (at least 1 Hr. / Division)	Venue (Office Room No.)
A	Tuesday	02:00 pm to 03:00 pm	X011

2.a Syllabus: Module Wise Teaching Hours and % Weightage in University Question Paper

Module No.	Module Title and Brief Details	Teaching Hrs. for each module	% Weightage in University Question Papers
1	Introduction to Finance and Financial Management	08.00 hrs	25%
2	Financial Goal Setting & Time value of Money	10.00 hrs	25%
3	Investment Decisions: Capital Budgeting	12.00 hrs	25%
4	Financial Decisions	10.00 hrs	25%
* Insert rows for more modules in the Course Total		40 hrs	100

2.b Prerequisite Courses

No.	Semester	Name of the Course	Topic/s
1	1	SYJC	Mathematics
2	2	FYBBI	EMFS

2.c Relevance to Future Courses

No.	Semester	Name of the Course
1		M. Com
2	Sem III	MBA

2.d Real Life Application Mapping – Mention Application from Very Common Day to Day Life

No.	Real Life Application Mapping with the Course
1	Managers to interface with accounting and finance departments, help them to understand how firms meet their financial objectives utilizing financial decision-making With the help of financial tools and techniques
2	To measure financial performance, effects of new financial innovations

3. Past Results – Division-Wise and Topic-Wise Result Based Analysis

Details	Target - Nov 2020	Nov 2019	Nov 2018	Nov 2014
Course Passing % – Average of 3 Divisions	100%	96.97%	91.52%	89.56%
Marks Obtained by Course Topper (mark/100)	98	80	82	92

Year	Division A		Division B		Division C	
	Initials of Teacher	% Result	Initials of Teacher	% Result	Initials of Teacher	% Result
Nov 2019	VRG	96.97%				
Nov 2018	MAA	91.52%				
Nov 2017	MAA	89.56%				

Topics which affect results negatively	Module Number	Recommendations to overcome these issues & improve result in future
Capital Budgeting	2	Practice more sums. Give more assignments, Conceptual understanding of the topics is more important

4 All the Learning Resources – Books and E-Resources

4.a List of Text Books (T – Symbol for Text Books) to be Referred by Students

Sr. No	Text Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Fundamentals of Financial Management	D. Chandra Bose	PHI Learning Pvt. Ltd		All
2	Financial Management	C. Paramasivan & T. Subramanian			
3	Financial Management	Ravi Kishore			All
4	Financial Management	Tulsian PC			All

4.b List of Reference Books (R – Symbol for Reference Books) to be Referred by Students

Sr. No	Reference Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Financial Management: I.	M Pandey,	Vikas Publishing House		
2	Financial Management:	M.Y. Khan, P.K. Jain,	Tata McGraw Hill		
3	Financial Management :	Ravi M Kishore,	Taxman		
4	Financial Management	Prassana Chandra,.	Prentice Hall		

4.c List of E - Books (E – Symbol for E-Books) to be Referred by Students

Sr. No	E- Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Fundamentals of Financial Management	Vijuptaketh Sharma			

2	Strategic Financial Management	Robert Alan Hill	Bookboon		1 st
3	Financial Management	I. M. Pandey	Vikas Publishing House	11 th	All
4					

4.d**Web Links and Names of Magazines, Journals, E-journals – [VIT is member of IIT Bombay Library]**

Refer online journals subscribed in VIT library. You can also access IIT Bombay online library for journals from IITB campus.

Sr. No.	Web-Links and Names of Journals and E-Journals Recommended to Students for this Course	Web-Links and Names of Magazines Recommended to Students for this Course	Module Nos.
1	International journal of financial management	Money, Businessweek	All
2	Journal of Risk & Financial Management	Open access journal published by IETI, IDSAI & IRIEM	All

4.e**Module Best Available in - Tick the best resource [from 4.a to 4.d in this AAP] & give details**

Module No.	Category (Please Tick Mark) - v						Available In VSIT Library?		Details of the Resource (i.e. Name, Chapter & Page No., etc.)
	Book			Magazine	Journals		Y	N	
	Text	Reference	E-Book		Regular	E-Journal			
1	✓	✓	✓			✓	✓		
2	✓	✓							
3	✓	✓							
4	✓	✓							

4.f**Web Links for Online Notes/YouTube/VSIT Digital Content/VIT Lecture Capture/NPTEL Videos**

Students can view lectures by VSIT professors, captured through LMS 'Lecture Capture' in VIT campus for previous years.

No.	Websites / Links	Module Nos.
1	Digital Content (live.vsit.edu.in)	1-4
2	Online Notes and PPTs (mention web site)	1-5
3	Sources of Finance https://youtu.be/SWr_cziQC78	1

4	Profit Maximization and Shareholders Wealth Maximization https://youtu.be/KOX4HW5YsWE	2
5	Cost of Capital https://youtu.be/jKCz36tPjsk	4

4.g Recommended MOOC Courses like Coursera / NPTEL / MIT-OCW / edX etc.

Sr. No.	MOOC Course Link	Course conducted by – Person / University / Institute / Industry	Course Duration	Certificate (Y / N)
1	Introduction to Financial and Management Accounting	edx	3 weeks	Y
2	Investment Banking Course	edx	4 weeks	Y

4.h Recommended Value Added Courses (VAC)

Sr. No.	Name of the Value Added Course	Conducted by – Person / Institute / Industry	Course Duration	Certificate (Y / N)
1	Financial Management in Organizations https://www.edx.org/course/financial-management-organizations-usmx-umuc-af6030-1	edx	8 weeks	Y
2	Applying Investment Decision Rules for Startups https://www.coursera.org/learn/capital-budgeting	Yonsei University ,edx	1 week	Y

4.i Study Material Distributed among Students

Tick if distributed among students					
GQ	Notes	Digital Content	PPT	EQ (updated till the Last Exam)	Other (Write Details)
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	

5. Consolidated Course Lesson Plan

	From (date/month/year)	To (date/month/year)	Total Number of Weeks
Semester Duration	27/11/2017	17/03/2018	15

Week	Lecture no.	Module No.	Lecture Topics / IA 1 and IA 2 / BSA planned to be covered	Actual date of Completion	COs	Recommended Prior Viewing / Reading	
						Lecture No. (on LMS)	Chapter No. / Page Nos. / Books / Web Site
1	1	1	Introduction to Finance and Financial Management		CO1		
	2	1	Meaning and definition of finance Private and Importance finance		CO1		
	3	1	Types of Finance: Long Term Sources : Term Loans, Debentures, Bonds, Zero Coupon bonds, Convertible Bonds		CO1		
	4	1	Equity shares, Preference shares, CD, CP, Public Deposits		CO1		
	5	1	Short Term sources: Bank Finance, Trade Credit, Other Short Term Sources		CO1		
2	6	1	Venture Capital and Hybrid Financing		CO1		
	7	1	Financial Management : Meaning and Importance of Financial Management		CO1		
	8	1	Scope of Financial Management		CO1		
	9	1	Functions of Financial Management		CO1		
	10	1	Objectives of Financial Management		CO1		
	11	1	Primary Objective of Corporate Management		CO1		
	12	1	Agency Problem and Organization of Finance Function		CO1		

13	2	Emerging role of Finance Managers in India		CO2		
14	2	Objectives of the Firm : Profit Maximization and Shareholders Wealth Maximization,		CO2		
15	2	Profit V/s Value Maximization		CO2		
16	2	Financial Goal Setting & Time value of Money: Financial Goal Setting : Introduction		CO2		
17	2	Financial Forecasting – Meaning, Techniques,		CO2		
18	2	Benefits Approaches to Financial Planning		CO2		
19	2	Economic Value Added (EVA)– Measurement & Components		CO2		
20	2	Free Cash Flow (FCF)		CO2		
21	2	Time Value of Money: Concept		CO2		
22	2	Present Value, Annuity		CO2		
23	2	Techniques of Discounting and Compounding		CO2		
24	2	Problem solving		CO2		
25	3	Capital Budgeting : Nature of Capital Budgeting, Purpose of Capital Budgeting		CO3		
26	3	Capital Budgeting Process and Types of Capital Investment		CO3		
27	3	Basic Principle of Measuring Project Cash		CO3		
28	3	Long Term Funds Principle, Exclusion of Financial Cost, Principle, Post Tax Principle		CO3		

29	3	Probability technique for measurement of cash flow		CO3		
30	3	Capital Budgeting Techniques: Net Present Value Profitability, Index and Discounted Pay Back Method.		CO3		
31	3	A Comparison; Project Selection Under Capital Rationing		CO3		
32	3	Problems on computation of cash flow, ranking of projects on various techniques, selection and analysis with / without capital rationing		CO3		
33	4	Financial Decisions : Cost of Capital : Introduction and Definition of Cost of Capital		CO4		
34	4	Measurement of Cost of Capital Measurement of WACC using book value and market value method.		CO4		
35	4	Problem solving		CO4		
36	4	Measuring Marginal Cost of Capital A) Capital Structure, Measuring Marginal Cost of Capital B) Capital Structure, Importance of Optimal Capital Structure		CO4		
37	4	EBIT -EPS Analysis		CO4		
38	4	Capital Structure Theories , Dividend Policies (Walter & Gordon)		CO4		
39	4	Problem solving		CO4		
40	4	Problem solving		CO4		

6. Rubric for Grading and Marking of Term Work (inform students at the beginning of semester)

Lecture + Practical (% Attendance) & Marks	Assignments	Tutorial	Lab / Practical Performance	Lab Journal Assessment	Class Tests (Other than IA)	Class participation	Other (2) specify	Total
--	-------------	----------	-----------------------------	------------------------	-----------------------------	---------------------	-------------------	-------

								05	05
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7. Assignments / Tutorials Details (must attach print out of all questions together with AAP)

Assignment No.	Title of the Assignments / Tutorials	CO Map	Assignments given to Students on	Date of Submission
1	Functions of Financial Management, Objectives of Financial Management		2 nd Week	
2	Time Value of money		5 th Week	
3	Capital Budgeting		August Second week	
4	Cost of Capital		Last week	

Analysis of Assignment / Tutorial Questions and Related Resources

Assignment No.	Week No.	Type* (v)			Module No.	Based on #			Question Type (v)	
		R	UQ	OBT		Text Book	Reference Book	Other Learning Resource	MU EQ	Thought Provoking
1		✓	✓		1	✓	✓			✓
2		✓	✓		2	✓	✓			✓
3										

4										
5										

* Tick (v) the Type of the Assignment: Regular (R); Unannounced Quiz (UQ) ; Open Book Test for TY/SY/MASTERS (OBT)

Write number for Text book, reference book, other learning resource from this AAP – from Points 4.a to 4.d

8. Internal Assessment / Other Class Test / Open Book Test (OBT)/Take Home Test (THT) Details

Tests	Test Dates	Module No.	CO Map	IA Question Paper Pattern	Policy
1 st IA Test				Q1 – MCQ - 10 Marks Q2 – 1 numerical 5 Marks Q3 – 1 numerical 5 Marks 20 marks each for IA 1 & 2	No IA Re-test
2nd IA Test					IA is a Head of passing *
Pop Quiz	Pop Quiz	1			
Open Book Test	Open Book Test	2			
Take Home Test	Take Home Test	3			
Class tests / prelims	Class tests / prelims	ALL			
Class tests / prelims					
Any other test/exams					

* IA failures will have to appear for re-test in next semester

9.a Practical Activities – Regular Experiments

Practical No.	Module No.	Title of the Regular Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1					
2					
3					
4					

5					
6					
7					
8					
9					
10					

9.b Practical Activities – Newly Added Experiments

Practical No.	Module No.	Title of the Newly Added Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1					
2					

9.c Practical Activities – PBL Experiments

Practical No.	Module No.	Title of the PBL Experiments	Concepts to be highlighted	CO Map	Audit / Quality (0 to 4)
1					
2					

10. Beyond Syllabus Activities for Gap Mitigation

No.	Type of the Activity	Activities	Details – no of attendees, guest, feedback, mark sheet, report
1	Interaction with Outside World	Guest Lecture / Workshops	
2		Industrial Visit	
3	Test and Assessments	Class Tests – (other than IA)	YES
4		Mini Projects	YES
5		Pop Quiz	YES

6		Mobile App Based Quiz	YES
7		Open Book Test	YES
8		Take Home Test	YES
9	Collaborative and Group Activity	Poster Presentation	
10		Minute Papers	
11		Students Seminar	
12		Students Debates	
13		Panel Discussion / Mock GD	
14		Mock Interview	YES
15	Co-curricular Courses	MOOC-NPTEL/Coursera Videos	YES
16		Value Added Courses	YES
17		Lecture Capture Usage	YES

*** Do not delete any activity. Give details for planned events. Write 'NA' for activity Not Planned.**

Consolidated Academic Administration Plan Prepared by (mention all theory teaching faculty names with signature)

Pooja Jogu

Faculty 1 Name (Sign.)
(Sign.)

Faculty 2 Name (Sign.)

Faculty 3 Name

External Industry Mentor (Sign.)
(Sign.)

External Academic Mentor

VSIT Cluster Mentor Name (Sign.)
(Sign.)

Head of Dept.

The academic resources available in VSIT –

VMIS (ERP)	V-Refer and V-Live	VSIT Library	VAC & MOOC Courses
Institute & Department Vision and Mission	Former IA question papers and solutions (prepared by faculty)	Former IA question papers solutions - hardcopy	Value Added Courses (VAC) are conducted throughout the semester & in the semester break - Enrol for the VACs
Program Educational Objectives (PEO)	MU end semester examination question papers and solutions (prepared by faculty)	MU end semester exam question paper & solutions - by faculty, hardcopy	
Program Specific Outcome (PSO)	Class notes and Digital Content for the subject (scanned / typed by faculty)	All text books, reference books, e-books mentioned in the syllabus & AAP	Online courses from NPTEL, Coursera etc. are pursued throughout the semester - Register for the course & get certified
Program Outcome (PO)	Comprehensive question bank, EQ, GQ, PPT, Class Test papers	Technical journals and magazines for reference	
Departmental Knowledge Map	Academic Administration Plan & Beyond Syllabus Activity report	VSIT library is member of IIT Bombay Library	Watch former lectures captured in LMS at VSIT

1.a Course Objectives (write in detail – follow NBA guideline in this regard)

Cognitive	What do you want students to know?	To understand various E-Commerce and E-Banking Framework
Affective	What do you want students to think / care about?	To make students comfortable with MS Office Package
Behavioural	What do you want students to be able to do?	To provide an insight on Cyber Law and Cyber Security

1.b Course Outcome (CO) Statements and Module-Wise Mapping (follow NBA guideline)

CO No.	Statements	Related Module/s
CO1	Able to know significance of E-commerce and its applications to business	Unit 1
CO2	Using E-Banking and knowing its evolution in India	Unit 2
CO3	Able to use Office Productivity Tools	Unit 3
CO4	Able to get an insight on Internet, Cyber Law and Cyber Security	Unit 4

1.c Mapping of COs with POs (mark S: Strong, M: Moderate, W: Weak, Dash ‘-’: not mapped)

	PO 1	PO 2	PO 3	PO 4	PO 5	PO 6	PO 7	PO 8	PO 9	PO 10	PO 11	PO 12
CO 1	M	M	M	M								
CO 2	M	M	M	M								
CO 3	S	S	S	S								
CO 4	M	M	M	M								

1.d Mapping of COs with PSOs (mark S: Strong, M: Moderate, W: Weak, Dash ‘-’:not mapped)

	PSO 1	PSO 2	PSO 3	PSO 4
CO 1				
CO 2				
CO 3				

1.e Teaching and Examination Scheme (As specified by the University) for the Course

Categories	Mathematics	Computing / IT / Electronics	Humanities & Soft Skill	Social Sciences	Commerce	Management	Multidisciplinary
Tick suitable category							✓

Subject Code	Subject Name	Teaching Scheme			Credits Assigned			
		Theory	Practical	Tutorial	Theory	TW/Practical	Tutorial	Total
	Information Technology in Banking and Insurance I	75	25	--	3	--	--	3

Subject Code	Subject Name	Examination Scheme							
		Theory Marks IA Test			End Sem. Exam Marks	TW	Practical	Oral	Total
		IA 1	IA 2	Sum of IA1 and IA2					
	Information Technology in Banking and Insurance I	--	--	--	75	--	20	5	100

1.f Faculty-Wise Distribution of all Lecture-Practical-Tutorial Hours for the Course

Divisions	Lecture (Hrs.)	Practical (Hrs.)				Tutorial (Hrs.)			
		Batch 1	Batch 2	Batch 3	Batch 4	Batch 1	Batch 2	Batch 3	Batch 4
A	2:00	1:30	1:30	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.

1.g Office Hours (Faculty will be available in office in this duration for solving students' query)

Division	Day	Time (at least 1 Hr. / Division)	Venue (Office Room No.)
A	Thursday	12:30-1:30 pm	X-108

2.a Syllabus: Module Wise Teaching Hours and % Weightage in University Question Paper

Module No.	Module Title and Brief Details	Teaching Hrs. for each module	% Weightage in University Question Papers
1	Introduction to Electronic Commerce	08 lectures x 60 minutes	25
2	E-banking	09 lectures x 60 minutes	25
3	MS Office	24 lectures x 60 minutes	25
4	Cyber Law and Cyber Security	09 lectures x 60 minutes	25
* Insert rows for more modules in the Course		Total	100%
		50 lectures x 60 minutes	

2.b Prerequisite Courses

No.	Semester	Name of the Course	Topic/s
1	-	FYJC – IT	E-Commerce, MS Office
2	-	SYJC – IT	Cyber Law and Cyber Security

2.c Relevance to Future Courses

No.	Semester	Name of the Course
1	IV	IT in Banking and Insurance II

2.d Real Life Application Mapping – Mention Application from Very Common Day to Day Life

No.	Real Life Application Mapping with the Course
1	Usage of Internet in day to day life, aware about various cyber-crimes and security.
2	Use of various E-Commerce sites for shopping, better understanding of payment systems.
3	Use of Word document for preparing Resumes, Use of Excel for Data storage.

3. Past Results – Division-Wise and Topic-Wise Result Based Analysis

Details	Target - Nov 2020	Nov 2019	Nov 2017	Nov 2016
Course Passing % – Average of 3 Divisions	100%	98.44%		
Marks Obtained by Course Topper (mark/100)				

Year	Division A		Division B		Division C	
	Initials of Teacher	% Result	Initials of Teacher	% Result	Initials of Teacher	% Result
Nov 2019	AJP	98.44				
Nov 2018						
Nov 2017						

Topics which affect results negatively	Module Number	Recommendations to overcome these issues & improve result in future
E-Commerce Architecture	1	Extra E-learning content to be provided
Microsoft Excel – Advanced Functions	3	More Practical to be given to students during lab session

4 All the Learning Resources – Books and E-Resources**4.a List of Text Books (T – Symbol for Text Books) to be Referred by Students**

Sr. No	Text Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Introduction to E-Commerce	Martin Kurtz	The ebook company	-	1,2,4

4.b List of Reference Books (R – Symbol for Reference Books) to be Referred by Students

Sr. No	Reference Book Titles	Author/s	Publisher	Edition	Module Nos.
1	E-Banking in India: Challenges and Opportunities	RimpiJatana, R. K. Uppal	-	-	2
2	Frontiers of E-Commerce	Ravi Kalakota, Andrew B. Whinsto	Pearson Education		1
3	An Overview of Cyber Crime & security	Akash Kamal Mishra		1st	4
4	Computers and Banking	Sony and Agarwal	-	-	2
5	E-Commerce	David Whitely			1

4.c List of E - Books (E – Symbol for E-Books) to be Referred by Students

Sr. No	E- Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Computer Fundamentals Information Technology	Pradeep K Sinha			1
2	Excel 2010	Stephen Moffat			2
3	Microsoft Office Professional 2013-Step by step	Beth Melton, Mark Dodge, Echo Swinford, Andrew Couch, Eric Legault, Ben Schorr and Ciprian Rusen	Microsoft	-	2

4.d Web Links and Names of Magazines, Journals, E-journals – [VIT is member of IIT Bombay Library]

Refer online journals subscribed in VIT library. You can also access IIT Bombay online library for journals from IITB campus.

Sr. No.	Web-Links and Names of Journals and E-Journals Recommended to Students for this Course	Web-Links and Names of Magazines Recommended to Students for this Course	Module Nos.
1	What You Need to Know About Electronic Payment Systems https://squareup.com/us/en/townsquare/electronic-payment-systems	Top 10 Most Secure Internet Browsers https://cybersecurymag.com/secure-internet-browsers/	3 and 5
2	Encouraging users to improve password security and memorability https://link.springer.com/article/10.1007/s10207-019-00429-y		5

4.e Module Best Available in - Tick the best resource [from 4.a to 4.d in this AAP] & give details

Module No.	Category (Please Tick Mark) - √						Available In VSIT Library?		Details of the Resource (i.e. Name, Chapter & Page No., etc.)
	Book			Maga-zine	Journals		Y	N	
	Text	Reference	E-Book		Regular	E-Journal			
1		✓							
2		✓							
3		✓	✓	✓		✓			

4			✓						
5			✓	✓					

4.f Web Links for Online Notes/YouTube/VSIT Digital Content/VIT Lecture Capture/NPTEL Videos

Students can view lectures by VSIT professors, captured through LMS 'Lecture Capture' in VIT campus for previous years.

No.	Websites / Links	Module Nos.
1	Learn Computer Fundamentals https://www.tutorialspoint.com/computer_fundamentals/	1-5
2	Electronic Banking in India: Challenges and Opportunities http://www.ijstm.com/images/short_pdf/1486215092_S208_IJSTM.pdf	2
3	Digital Content (live.vsit.edu.in/vrefer)	1-5
4	VSIT Live (live.vsit.edu.in/moodle)	1-5

4.g Recommended MOOC Courses like Coursera / NPTEL / MIT-OCW / edX etc.

Sr. No.	MOOC Course Link	Course conducted by – Person / University / Institute / Industry	Course Duration	Certificate (Y / N)
1	Computer Fundamentals https://swayam.gov.in/nd2_cec19_cs06/preview	Swayam – Dr Sanjay Tanwani	55 hrs	Y
2	Spoken Tutorial on Introduction to Computers, Libre Office Writer, Calc and Impress http://spoken-tutorial.org/	IIT-Bombay	2 hrs each	Y

4.h Recommended Value Added Courses (VAC)

Sr. No.	Name of the Value Added Course	Conducted by – Person / Institute / Industry	Course Duration	Certificate (Y / N)
1	Advance Excel	Ms. Snehal T VSIT	36 hrs	Y

4.i Study Material Distributed among Students

Tick if distributed among students					
GQ	Notes	Digital Content	PPT	EQ (updated till the Last Exam)	Other (Write Details)
✓	✓	✓	✓	✓	

5. Consolidated Course Lesson Plan

	From (date/month/year)	To (date/month/year)	Total Number of Weeks
Semester Duration			

Week	Lecture no	Module no	Lecture Topics / IA 1 and IA 2 / BSA planned to be covered	Actual date of Completion	COs	Recommended Prior Viewing / Reading	
						Lecture No. (on LMS)	Chapter No. / Page Nos./ Books/ Web Site
1	1	I	E-Commerce Framework, E-Commerce and media convergence		CO1		
	2	I	Anatomy of E-Commerce Applications, E-Commerce Consumer and Organization Applications		CO1		
	3	III	Lab Session		CO3		
	4	III	Lab Session		CO3		
2	5	I	Market forces influencing the I-way, Components of I-way,		CO1		
	6	I	Network Access Equipment		CO1		
	7	III	Lab Session		CO3		
	8	III	Lab Session		CO3		
3	9	I	Architectural framework of Ecommerce		CO1		
	10	I	WWW and its architecture		CO1		
	11	III	Lab Session		CO3		
	12	III	Lab Session		CO3		
4	13	I	Hypertext publishing, Technology behind the web		CO1		
	14	I	Security and the Web		CO1		

	15	I	Lab Session		CO3		
	16	III	Lab Session		CO3		
5	17	II	Meaning, Definition of E-banking		CO2		
	18	II	Features, Advantages and Limitations of E-banking		CO2		
	19	II	Lab Session		CO3		
	20	III	Lab Session		CO3		
6	21	II	Evolution of e-banking in India		CO2		
	22	II	Legal framework for e-banking		CO2		
	23	III	Lab Session		CO3		
	24	III	Lab Session		CO3		
7	25	II	Introduction of Electronic Payment System and Types of Electronic Payment Systems		CO2		
	26	II	Digital Token-based EPS		CO2		
	27	III	Lab Session		CO3		
	28	III	Lab Session		CO3		
8	29	II	Smart Card EPS, Credit Card EPS		CO2		
	30	II	Risk in EPS		CO2		
	31	III	Lab Session		CO3		
	32	III	Lab Session		CO3		
9	33	II	Designing a EPS		CO2		

	34	IV	Need of Cyber Law, History of Cyber Law in India		CO4		
	35	III	Lab Session		CO3		
	36	III	Lab Session		CO3		
10	37	IV	Various threats and attacks		CO4		
	38	IV	Phishing, Key Loggers, Identity Theft		CO4		
	39	II	Lab Session		CO3		
	40	III	Lab Session		CO3		
11	41	IV	Call & SMS forging, e-mail related crimes,		CO4		
	42	IV	Denial of Service Attacks, Hacking		CO4		
	43	III	Lab Session		CO3		
	44	III	Lab Session		CO3		
12	45	IV	Online shopping frauds, Credit card frauds, Cyber Stalking		CO4		
	46	IV	Computer Security, E-Security		CO4		
	47	III	Lab Session		CO3		
	48	III	Lab Session		CO3		
13	49	IV	Password Security		CO4		
	50	IV	Reporting internet fraud		CO4		

6. Rubric for Grading and Marking of Term Work (inform students at the beginning of semester)

Lecture + Practical (% Attendance) & Marks	Assignments	Tutorial	Lab / Practical Performance	Lab Journal Assessment	Class Tests (Other than IA)	Viva	Other (2) specify	Total
05			10	05		05		25

7. Assignments / Tutorials Details (must attach print out of all questions together with AAP)

Assignment No.	Title of the Assignments / Tutorials	CO Map	Assignments given to Students on	Date of Submission
1	E-Commerce and World Wide Web	CO1	Week 4	Week 5
2	Electronic Payment System	CO2	Week 9	Week 10
3	MS-Office	CO3	Week 11	Week 12
4	Cyber Law & Cyber Security	CO4	Week 12	Week 13

Analysis of Assignment / Tutorial Questions and Related Resources

Assignment No.	Week No.	Type* (√)			Module No.	Based on #			Question Type (√)	
		R	UQ	OBT		Text Book	Reference Book	Other Learning Resource	MU EQ	Thought Provoking
1	4		√		1	T1	R2 & R5		√	√
2	9			√	2	T1	R1 & R5		√	√
3	11	√			3	-	-		√	√
4	12				4	-	R3		√	√

* Tick (√) the Type of the Assignment: Regular (R); Unannounced Quiz (UQ); Open Book Test for TY/SY/MASTERS (OBT)

Write number for Text book, reference book, other learning resource from this AAP – from Points 4.a to 4.d

8. Internal Assessment / Other Class Test / Open Book Test (OBT)/Take Home Test (THT) Details

Tests	Test Dates	Module No.	CO Map	IA Question Paper Pattern	Policy
1 st IA Test		1-2	CO1 and CO2		
2nd IA Test				-	-

Pop Quiz	4 th Week	1	CO1		
Open Book Test	9 th Week	2	CO2		
Take Home Test	13 th Week	5	CO5		
Class tests / prelims					
Class tests / prelims					
Any other test/exams					

* IA failures will have to appear for re-test in next semester

9.a Practical Activities – Regular Experiments

Practical No.	Module No.	Title of the Regular Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1	3	Formatting Document in MS Word	MS Word	CO3	
2	3	Resume Building in MS Word	MS Word	CO3	
3	3	Internal and External Hyperlink	MS Word	CO3	
4	3	Mathematical Functions in Excel	Excel	CO3	
5	3	Text & Date Functions in Excel	Excel	CO3	
6	3	Logical Functions in Excel	Excel	CO3	

9.b Practical Activities – Newly Added Experiments

Practical No.	Module No.	Title of the Newly Added Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1	3	Creating Sample templates	MS Word	CO3	

9.c Practical Activities – PBL Experiments

Practical No.	Module No.	Title of the PBL Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1	3	Creating Different Charts in MS Excel	MS Excel	CO3	

10. Beyond Syllabus Activities for Gap Mitigation

No.	Type of the Activity	Activities	Details – no of attendees, guest, feedback, mark sheet, report
1	Interaction with Outside World	Guest Lecture / Workshops	Yes
2		Industrial Visit	
3	Test and Assessments	Class Tests – (other than IA)	Yes
4		Mini Projects	
5		Pop Quiz	Yes
6		Mobile App Based Quiz	
7		Open Book Test	Yes
8		Take Home Test	Yes
9	Collaborative and Group Activity	Poster Presentation	Yes
10		Minute Papers	
11		Students Seminar	
12		Students Debates	
13		Panel Discussion / Mock GD	
14		Mock Interview	
15	Co-curricular Courses	MOOC-NPTEL/Coursera Videos	Yes
16		Value Added Courses	Yes
17		Lecture Capture Usage	Yes

*** Do not delete any activity. Give details for planned events. Write 'NA' for activity Not Planned.**

Consolidated Academic Administration Plan Prepared by (mention all theory teaching faculty names with signature)

Ms. Snehal Tandale

Faculty 1 Name (Sign.)

Faculty 2 Name (Sign.)

Faculty 3 Name (Sign.)

External Industry Mentor (Sign.)

External Academic Mentor (Sign.)

VSIT Cluster Mentor Name (Sign.)

Head of Dept. (Sign.)

B. Com (Banking and Insurance)

Semester – III

2020 – 21

Financial Market

University Paper

Solution

By

Prof. Sindhu Krishnan

1. A Fill in the blanks by choosing the correct alternative
 1. The BSE Sensex consists of a basket of 30
 2. RBI has been given the statutory functional of Promotional Activities
 3. Who controls the money market RBI
 4. The NSE's value weights index composed of 50 stocks
 5. Brokers are dealers who purchase and sell securities on their names
 6. Private Placement is the issue of securities of a company direct to one investor or a small group of investors
 7. Equity markets term funds for the growth of the infrastructure or other sectors to fulfil long-term investment needs
 8. Speculation is primarily done in two different ways to make profit from the futures market
 9. A derivative contract is an agreement between two parties to buy or to sell an asset
 10. Commodity is the financial asset that derives its values from an underlying asset

1. B State whether the following statements are true or false

1. Financial instrument are those instruments issue by the Government - T
2. SEBI is regulatory of Indian mutual fund Industry - F
3. A scheduled bank means a bank included in the second schedule of the Reserve Bank of Government of India - T
4. Speculators handle transactions on a commission basis for their brokers - T
5. Sweat equity shares means such equity shares are issued by a company to its directors or employees at a discount or for consideration - T
6. The Narasimham committee recommended that the Government must borrow at market related rates - F
7. Indian commodity exchange limited deemed recognized stock exchange under SCRA 1956 - T
8. Interest rates Swaps provide a way business - F
9. Livestock Rick protection (LRP) works like a call option - T

A. What is financial system? Explain in detail the role and importance of financial system?

Ans :- A financial system is a set of institutions, such as banks, insurance companies, and stock exchanges, that permit the exchange of funds. Financial systems exist on firm, regional, and global levels. Borrowers, lenders, and investors exchange current funds to finance projects, either for consumption or productive investments, and to pursue a return on their financial assets. The financial system also includes sets of rules and practices that borrowers and lenders use to decide which projects get financed, who finances projects, and terms of financial deals.

Role and importance of financial system

Societies invented currency to facilitate economic activity. Currency means that a person can sell something without having to receive a specific good in exchange. Currency and payment systems allow people to travel to distant places for long periods and enable companies to do business with other companies operating in faraway locations. Currency also means that the surplus resources (savings) of economic agents – individuals, households and companies - can be channelled to others who need them (investment). This operation not only enables people investing their resources to earn income in the

future but also increases investment and entrepreneurship. The financial system and the banks in it play a crucial role in the economy's use of currency. Banks run the payment systems that enable local markets to operate and individuals and companies to travel to distant places and act there. Without a well-structured banking system, currency would not be able to circulate and it would also be harder to create markets for goods and services and for people and goods to circulate. Banks are also essential as financial intermediaries. In other words, they take the savings of people with surplus resources and make them available to others who need them. Without this operation, people's and companies' ability to invest would be very limited.

B. State promotional functions performed by RBI

Ans :- 1. Promotion of Banking Habit

The Reserve Bank of India helps in mobilizing the savings of the people for investment. It expanded banking system throughout the nation by setting up of various institutions like UTI, IDBI, IRCI, NABARD etc. Thereby it promoted banking habit among the people.

2. Providing Refinance for Exports

The Reserve Bank of India is providing refinance for export promotion. The Export Credit and Guarantee Corporation (ECGC) and Export Import Bank were established initially by the Reserve Bank of India to finance the foreign trade of India. They finance foreign trade in the form of insurance cover, long-term finance and foreign currency credit. However, they are now functioning separately.

3. Providing Credit to Agriculture

The Reserve Bank of India makes institutional arrangements for rural or agricultural finance. For example, the bank has set up special agricultural credit cells. It has promoted regional rural banks with the help of commercial banks. It has also promoted NABARD.

4. Providing Credit to Small Scale Industrial Unit

Commercial banks lend loans to small-scale industrial units as per the directives issued by the Reserve Bank of India time to time. The Reserve Bank of India encourages commercial banks to render guarantee services also to small-scale industrial sector. The Reserve Bank of India considers advances given to small-scale sector as priority sector advances. It also directed commercial banks to open specialized branches to provide adequate financial and technical assistance to small-scale industrial branches.

5. Providing Indirect finance to Cooperative Sector

The RBI has directed NABARD to give loans to State Cooperative Banks, which in turn lend loans to cooperative sector. Hence, the Reserve Bank of India provides indirect finance to cooperative sector in India.

6. Exercising Control over Monetary and Banking system of the Country

The Reserve Bank of India is vested with enormous and extensive powers regarding supervision and control over commercial banks, cooperative banks and also non-banking institutions receiving deposits. The Banking Regulation Act prescribes extensive requirements as minimum regarding the paid-up capital, reserves, cash reserves and liquid assets. The operation of the bank, the management, amalgamation, reconstruction and liquidation etc. are thoroughly supervised by the officials of the

Reserve Bank of India. Every scheduled bank is required to furnish to the Reserve Bank a weekly statement showing the principal items of its liabilities and assets in India.

7. Making Industrial arrangement for Industrial Finance

The Reserve Bank of India makes institutional arrangement for industrial finance. For instance, it has brought into existence several development banks such as the Industrial Finance Corporation of India, the Industrial Development Bank of India, which provide long-term finance to industries.

OR

C. Explain the benefits of capital Market in India

Ans :-

The capital market is the place where the medium-term and long-term financial needs of business and other undertakings are met by financial institutions which supply medium and long-term resources to borrowers. These institutions may further be classified into investing institutions and development banks on the basis of the nature of their activities and the financial mechanism adopted by them. Investing institutions comprise those financial institutions which garner the savings of the people by offering their own shares and stocks, and which provide long-term funds, especially in the form of direct investment in securities and underwriting capital issues of business enterprises. These institutions include investment banks, merchant banks, investment companies and the mutual funds and insurance companies. Development banks include those financial institutions which provide the sinews of development, i.e. capital, enterprise and know-how, to business enterprises so as to foster industrial growth. Some of the benefits are as follows:

- It improves the efficiency of transactions.
- They move money between the investors, i.e., people who supply capital and people in need of capital.
- Secondary markets create liquidity in the market.
- Securities like bonds pay interest to the investors, and most of the time, the interest so paid is higher than the bank interest rates.
- Securities like shares pay dividend income.
- There is a greater scope for growth of the value of investments as time passes.
- Instruments of capital market possess liquidity i.e. we can convert them into cash and cash equivalents when there is a need for funds immediately with lower transactional costs.
- Investment in shares provides investors with ownership rights, which allows them to have a say in the company's management decision.
- It promotes diversification by offering a wide range of investment types.
- Usually, the securities of the capital market can be used as collateral for getting loans from banks and financial institutions.
- There would be a few tax benefits that accrue whilst investing in the stock market.
- Holding on to a few securities may ensure superior long-term performance.

D. Elaborate role of insurance in development of financial market.

Ans :-

1. Provide safety and security:

Insurance provide financial support and reduce uncertainties in business and human life. It provides safety and security against particular event. There is always a fear of sudden loss. Insurance provides a cover against any sudden loss. For example, in case of life insurance financial assistance is provided to the family of the insured on his death. In case of other insurance security is provided against the loss due to fire, marine, accidents etc.

2. Generates financial resources:

Insurance generate funds by collecting premium. These funds are invested in government securities and stock. These funds are gainfully employed in industrial development of a country for generating more funds and utilised for the economic development of the country. Employment opportunities are increased by big investments leading to capital formation.

3. Life insurance encourages savings:

Insurance does not only protect against risks and uncertainties, but also provides an investment channel too. Life insurance enables systematic savings due to payment of regular premium. Life insurance provides a mode of investment. It develops a habit of saving money by paying premium. The insured get the lump sum amount at the maturity of the contract. Thus life insurance encourages savings.

4. Promotes economic growth

Insurance generates significant impact on the economy by mobilizing domestic savings. Insurance turn accumulated capital into productive investments. Insurance enables to mitigate loss, financial stability and promotes trade and commerce activities those results into economic growth and development. Thus, insurance plays a crucial role in sustainable growth of an economy.

5. Medical support:

A medical insurance considered essential in managing risk in health. Anyone can be a victim of critical illness unexpectedly. And rising medical expense is of great concern. Medical Insurance is one of the insurance policies that cater for different type of health risks. The insured gets a medical support in case of medical insurance policy.

6. Spreading of risk:

Insurance facilitates spreading of risk from the insured to the insurer. The basic principle of insurance is to spread risk among a large number of people. A large number of persons get insurance policies and pay premium to the insurer. Whenever a loss occurs, it is compensated out of funds of the insurer.

7. Source of collecting funds:

Large funds are collected by the way of premium. These funds are utilised in the industrial development of a country, which accelerates the economic growth. Employment opportunities are increased by such big investments. Thus, insurance has become an important source of capital formation.

3. A. List down various functions of financial intermediaries

Ans :- A financial intermediary is an entity that acts as the middleman between two parties in a financial transaction, such as a commercial bank, investment bank, mutual fund, or pension fund. Financial intermediaries offer a number of benefits to the average consumer, including safety, liquidity, and economies of scale involved in banking and asset management. Although in certain areas, such as investing, advances in technology threaten to eliminate the financial intermediary, disintermediation is much less of a threat in other areas of finance, including banking and insurance.

FUNCTIONS OF FINANCIAL INTERMEDIARIES

A financial intermediary performs the following functions:

- As said before, the biggest function of these intermediaries is to convert savings into investments.
- Intermediaries like commercial banks provide storage facilities for cash and other liquid assets, like precious metals.
- Giving short and long term loans is a primary function of the financial intermediaries. These intermediaries accept deposits from the entities with surplus cash and then loan them to entities in need of funds. Intermediaries give the loan at interest, part of which is given to the depositors, while the balance is retained as profits.
- Another major function of these intermediaries is to assist clients to grow their money via investment. Intermediaries like mutual funds and investment banks use their experience to offer investment products to help their clients maximize returns and reduce risks.

B. Difference between capital market and money market.

Ans :-

BASIS FOR COMPARISON	MONEY MARKET	CAPITAL MARKET
Meaning	A segment of the financial market where lending and borrowing of short term securities are done.	A section of financial market where long term securities are issued and traded.
Nature of Market	Informal	Formal

BASIS FOR COMPARISON	MONEY MARKET	CAPITAL MARKET
Financial instruments	Treasury Bills, Commercial Papers, Certificate of Deposit, Trade Credit etc.	Shares, Debentures, Bonds, Retained Earnings, Asset Securitization, Euro Issues etc.
Institutions	Central bank, Commercial bank, non-financial institutions, bill brokers, acceptance houses, and so on.	Commercial banks, Stock exchange, non-banking institutions like insurance companies etc.
Risk Factor	Low	Comparatively High
Liquidity	High	Low
Purpose	To fulfill short term credit needs of the business.	To fulfill long term credit needs of the business.
Time Horizon	Within a year	More than a year
Merit	Increases liquidity of funds in the economy.	Mobilization of Savings in the economy.
Return on Investment	Less	Comparatively High

OR

C. Explain the various factors responsible for growth of capital market in India

Ans :- FACTORS RESPONSIBLE FOR THE GROWTH OF CAPITAL MARKET

there had been considerable growth in the capital market in India . the following are the factors responsible for the growth of capital markets in India:

1. Growth of stock exchange in India: the origin of capital market in India started from 1875 by the establishment of Bombay stock exchange (BSE). formerly called as the native share and stock broker's association. at present there are 24 stock exchange in India. BSE is the oldest stock exchange and NSE is the largest stock exchange in India. NSE established in 1994 and in terms of volume its thirds largest stock exchange in the world. the stock market in India facilitates -

- listing of securities
- trading in securities

2. Growth of financial institutions: a no of fi are operating their business in India such as UTI.LIC,GIC, EXIM bank,SIDBI, IFCI,IDBI etc. it contributed imp role for development of capital market -

- provides medium to large term funds
- refinancing commercial banks
- equity participation of shares issued by public companies
- provides merchant banking facilities

3.Growth of mutual funds: mutual fund company collect the fund from savers people and then invest in primary and secondary market in diversified pattern. number of company are providing mutual fund service like UTI mutual fund, icici mutual fund etc. the first mutual fund to be set up in India was the unit trust of India in 1964.in 1993 the government of India changed its policy to allow the entry of private corporate firms and foreign institutional investor into the mutual fund segment.

4. Growth of merchant banking services in India: they provides no of services to corporate sector

- advice to project finance
- *merger and acquisition
- loan syndication
- financial restructuring
- advise regarding the capital issue
- portfolio management

5. development of venture capital funds: v c mean financial investment in a highly risky project made in the hope of earning a high rate of return. the economic liberalization in India post 1991 appears to have a boost to the venture capital movement in India. which in turn to provide medium and long term funds to those firm from the primary market and by way of loans from financial institutions and banks.

6. development of credit rating agency: the development of credit rating agencies gave a boost to capital market in India. CRISIL the first credit rating agency in India was set up in 1987 . at present there are others credit rating agency such as CARE and ICRA.

- credit rating agency provides rating to credit instrument issued to corporate firms.
- investor rely on credit rating and invest in the companies and thus firm can obtain medium and long term funds

7. setting up SEBI: sebi perform the important functions like

- regulates the working of mutual fund
- regulated the working of stock broker and sun broker
- regulate the merchant banking services
- protection of investor interest etc.

8. national securities clearing corporations: it was set up in 1996 to guarantee all trades on national stock exchange . NSCC interpose between the parties to the trade atb these. example. when A and B make a trade then NSCC interpose between them. in other words, if A was supposed to buy from B then NsCC buys from B and then still to A. if either A or B default the NSCC still meet the obligation for the other round of the trade. thus every trade takes place in freed from the risk of counter party defaulting. this in turn avoids payment crisis on the NSE.

9. corporate governance: in 1999 sebi had set up a committee under the chairmanship of Mr K.M. Birla to draft the code on corporate governance. the Birla committee drafted a code on corporate governance which calls for proper governance on the part of board of director and good management on the part of management of listed companies. the purpose of corporate governance is to protect of the stockholders with special reference to shareholders and other investors.

D. What are the various benefits of listing of securities

Ans :- Benefits of listing securities

1. It provides liquidity to investments. Security holders can convert their securities into cash by selling them as and when they require.
2. Shares are traded in an open auction market where buyers and sellers meet. It enables an investor to get the best possible price for his securities.
3. Ease of entering into either buy or sell transactions.
4. Transactions are conducted in an open and transparent manner subject to a well defined code of conduct. Therefore investors are assured of fair dealings.
5. Listing safeguards investors interests. It is because listed companies have to provide clear and timely information to the stock exchanges regarding dividends, bonus shares, new issues of capital, plans for mergers, acquisitions, expansion or diversification of business. This enables investors to take informed decisions.
6. Listed securities enable investors to apply for loans by providing them as collateral security.
7. Investors are able to know the price changes through the price quotations provided by the stock exchanges in case of listed securities.
8. Listing of shares in stock exchanges provides investors facilities for transfer, registration of rights, fair and equitable allotment.
9. Share holders are provided due notice with regard to book closure dates, and they can take investment decisions accordingly.

4. A. What are the reasons for investing in commodity market

Ans :- Commodities play an important role in the development process and hence are building blocks of every economy. Commodity investments can help you diversify your portfolio into a different asset class apart from shares and bonds and enhance the overall returns of your investments. For many of you, the general perception is that the commodity market is complex and hence not something that everyone can dabble into. However, commodity investments can fetch you handsome returns.

Here are the top three reasons to invest in commodity markets for all types of investors-

1. To diversify your portfolio

One of the key factors that determine the success of your financial planning is diversification. Diversification with regards to investment portfolio means investing in various assets that are not

correlated to each other of your portfolio in different asset classes. Most of you would be diversifying your portfolio in five major asset classes which include cash, shares, fixed income securities, real estate, and gold. In times of increased volatility in the markets, you are either holding on to cash or investing in gold. Gold is considered the safest haven for investment in turbulent times and Indians tend to invest in gold because it is considered as a symbol of wealth and has ornamental value. However, in reality, the gold in your portfolio is your investment in commodity and just like all the other commodities the returns from it are independent of the returns generated by stocks and bonds. Just like gold, there are other commodity investments whose returns are not correlated to equities and bond markets. The price of any commodity investment is a function of demand and supply and by doing proper research and analysis you can make profits from commodity market investments.

2. To provide a hedge against inflation

Inflation is the general rise in the price of goods and services over time. For any investment to be fruitful, it is important that the returns generated beat the rate of inflation. Higher inflation effectively erodes the real returns generated by your investments in stocks and fixed income securities. However, in the case of commodities, higher inflation relates to the higher price of commodities. So, unlike other investments, your commodity investments will result in a strong performance when inflation is high. Given the current situation when inflation is constantly on the rise, investing in commodities will provide a hedge against inflation.

3. To improve potential returns

The prices of individual commodities can fluctuate significantly due to several factors such as demand and supply, the impact of natural calamities, exchange rates and the economic health of the nation. The rise in infrastructure projects in a developing country like ours and also globally has had a positive impact on commodity prices. As the commodity market is still an untapped arena, many of them are trading at a lower price than their actual potential. Proper research and effective implementation of investment strategy in commodities can help investors improve the overall returns on their portfolio.

B. Define commodities market. Explain its features

Ans :- A commodity market is a physical or virtual marketplace for buying, selling, and trading raw or primary products. There are currently about 50 major commodity markets worldwide that facilitate trade in approximately 100 primary commodities. Commodities are split into two types: hard and soft commodities. Hard commodities are typically natural resources that must be mined or extracted—such as gold, rubber, and oil, whereas soft commodities are agricultural products or livestock—such as corn, wheat, coffee, sugar, soybeans, and pork.

Features of commodities market

Goods and Markets

Commodities markets include all types of raw materials. In addition to traditional products such as grain and cattle, commodity exchanges deal in metals, coffee, sugar, gasoline and oil. A number of markets worldwide facilitate the buying and selling of these materials. They include the London Metals Exchange, the Chicago Board of Trade, the Chicago Mercantile Exchange, the New York Mercantile Exchange and the Bolsa de Mercadorias & Futuros in Brazil.

Futures Contracts

In modern commodities markets, the farmer or producer agrees in a contract to sell his product for a particular price at a set time in the future. This agreement, called a futures contract, helps protect against price changes. For example, if a farmer locks in the price of his wheat six months ahead, he is guaranteed that price even if a bumper harvest causes prices to go down by that time. Similarly, if a bread maker buys a six-month futures contract for wheat, he locks in the price. If the price goes up after six months, the bread maker still gets the wheat for the lower price.

Traders

Speculators or traders often buy futures contracts hoping to resell them for a profit before the delivery date. They act as middlemen between farmers and end users. For example, a trader buys a six-month contract for wheat. If wheat goes up during that period, she resells the contract to a bread maker at a profit. If wheat prices go down, she sells to a bread maker at a loss. She buys and sells only the contracts since she has no use for bushels of wheat.

Commodities as Investments

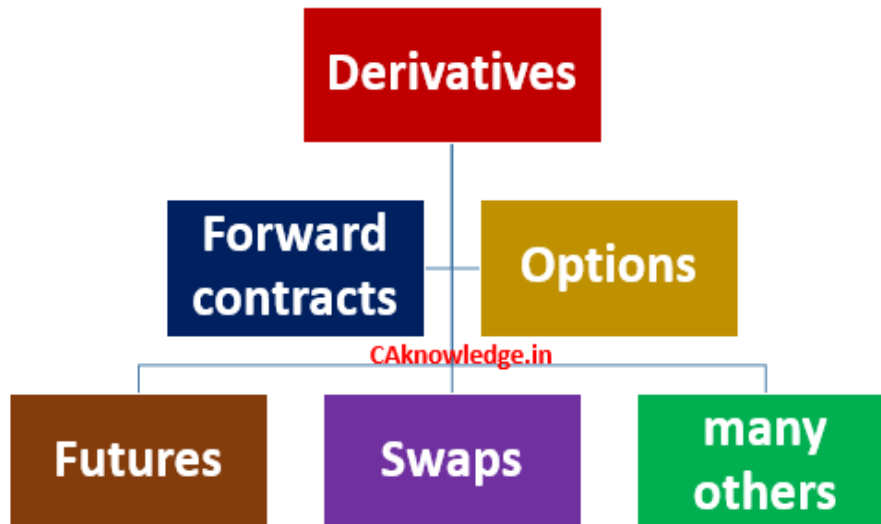
Commodities are volatile, meaning their prices often experience wide swings. For this reason, commodity futures are considered high-risk investments. Although commodity investors sometimes earn huge returns, they also can suffer great losses. Commodities help hedge against inflation and against wars and other crises. They also hedge against stock and bond losses because they usually move opposite to such investments. Investors do not have to speculate directly in commodities by trading in the actual futures. They may also choose indirect alternatives, such as commodity funds. Broad commodity index funds, for example, strive to minimize the risks of investing in any one commodity.

OR

C. What is Derivatives? Explain its advantages and disadvantages

Ans :- A financial instrument whose value is derived from the value of one or more underlying things like commodities, precious metals, currency and bonds etc., since the value of these is linked to various other securities in the market, they are considered as highly risky.

Examples: Options, futures and Derivatives is a product whose value is derived from the value of one or more basic variables, called bases (underlying asset, index, or reference rate), in a contractual manner. The underlying asset can be equity, forex, commodity or any other asset. For example, wheat farmers may wish to sell their harvest at a future date to eliminate the risk of a change in prices by that date. Such a transaction is an example of a derivative. The price of this derivative is driven by the spot price of wheat which is the “underlying” swaps



Advantages of Derivatives :

1. Leverage:

The ability and chances to make huge and extreme profits is high in derivatives than in case of primary securities or mutual funds.

2. Manages the risk:

Derivative contracts help to hedge the risk of high prices in the future. Most important purpose of these contracts is managing the risk.

Disadvantages of Derivatives:

1. High volatility:

Since the value of derivatives is based on certain underlying things such as commodities, metals and stocks etc., they are exposed to high risk. Most of the derivatives are traded on open market. And the prices of these commodities, metals and stocks will be continuously changing in nature. So the risk that one may lose their value is very high.

2. Requires expertise:

In case of mutual funds or shares one can manage with even a limited knowledge pertaining to his sector of trading. But in case of derivatives it is very difficult to sustain in the market without expert knowledge in the field.

3. Contract life:

The main problem with the derivative contracts is their limited life. As the time passes the value of the derivatives will decline and so on. So one may even have chances of losing completely within that agreed time frame.

E. Distinguish between forward and future contracts

Ans :-

BASIS FOR COMPARISON	FORWARD CONTRACT	FUTURES CONTRACT
Meaning	Forward Contract is an agreement between parties to buy and sell the underlying asset at a specified date and agreed rate in future.	A contract in which the parties agree to exchange the asset for cash at a fixed price and at a future specified date, is known as future contract.
What is it?	It is a tailor made contract.	It is a standardized contract.
Traded on	Over the counter, i.e. there is no secondary market.	Organized stock exchange.
Settlement	On maturity date.	On a daily basis.
Risk	High	Low
Default	As they are private agreement, the chances of default are relatively high.	No such probability.
Size of contract	Depends on the contract terms.	Fixed
Collateral	Not required	Initial margin required.
Maturity	As per the terms of contract.	Predetermined date
Regulation	Self regulated	By stock exchange
Liquidity	Low	High

5. A Write short notes on following

1. Swaps

Ans :- A swap is a derivative contract through which two parties exchange the cash flows or liabilities from two different financial instruments. Most swaps involve cash flows based on a notional principal amount such as a loan or bond, although the instrument can be almost anything. Usually, the principal does not change hands. Each cash flow comprises one leg of the swap. One cash flow is generally fixed,

while the other is variable and based on a benchmark interest rate, floating currency exchange rate or index price.

The most common kind of swap is an interest rate swap. Swaps do not trade on exchanges, and retail investors do not generally engage in swaps. Rather, swaps are over-the-counter contracts primarily between businesses or financial institutions that are customized to the needs of both parties.

A swap, in finance, is an agreement between two counterparties to exchange financial instruments or cashflows or payments for a certain time. The instruments can be almost anything but most swaps involve cash based on a notional principal amount. The general swap can also be seen as a series of forward contracts through which two parties exchange financial instruments, resulting in a common series of exchange dates and two streams of instruments, the legs of the swap. The legs can be almost anything but usually one leg involves cash flows based on a notional principal amount that both parties agree to. This principal usually does not change hands during or at the end of the swap; this is contrary to a future, a forward or an option. In practice one leg is generally fixed while the other is variable, that is determined by an uncertain variable such as a benchmark interest rate, a foreign exchange rate, an index price, or a commodity price. Swaps are primarily over-the-counter contracts between companies or financial institutions. Retail investors do not generally engage in swaps.

2. MCX

Ans :- Multi Commodity Exchange of India Ltd (MCX) (BSE: 534091) is an independent commodity exchange based in India. It was established in 2003 and is based in Mumbai. It is India's largest commodity derivatives exchange where the clearance and settlements of the exchange happen and the turnover of the exchange for the quarter ended September 2018 was 1.78 billion rupees. MCX offers options trading in gold and futures trading in non-ferrous metals, bullion, energy, and a number of agricultural commodities (mentha oil, cardamom, crude palm oil, cotton, and others).

In 2016, MCX was seventh among the global commodity exchanges in terms of the number of futures contracts trade, the latest yearly data from Futures Industry Association (FIA) showed. In 2017 MCX partnered with Thomson Reuters to develop India's first co-branded commodity index series, the iCOMDEX. iCOMDEX series consists of iCOMDEX Composite, iCOMDEX Base Metals, iCOMDEX Bullion, iCOMDEX Gold, iCOMDEX Copper and iCOMDEX Crude Oil. Recently, the exchange has set up a web-based application "ComRIS" (Commodity Receipts Information System) in order to maintain an electronic record of commodities deposited at the Exchange accredited warehouses and ensure flow of real time information from the warehouses.

In February 2012, MCX had come out with a public issue of 6,427,378 Equity Shares of Rs. 10 face value in the price band of Rs. 860 to Rs. 1032 per equity share to raise around \$134 million. It was the first-ever IPO by an Indian exchange and made MCX India's only publicly listed exchange.

From 28 September 2015, MCX is being regulated by the Securities and Exchange Board of India (SEBI). Earlier MCX was regulated by the Forward Markets Commission (FMC), which got merged with the SEBI on 28 September 2015.

Multi-Commodity Exchange appointed of Mrugank Paranjape as MD & CEO of the exchange on 29 February 2016 for a period of three years. Mrugank Paranjape has earlier working with Deutsche Bank for the last 14 years. Last he was heading DB Centre of the bank.

Commodities traded include -

- Metal - Aluminium, Aluminium Mini, Copper, Copper Mini, Lead, Lead Mini, Nickel, Nickel Mini, Zinc, Zinc Mini, Brass(futures)

- Bullion - Gold, Gold Mini, Gold Guinea, Gold Petal, Gold Petal (New Delhi), Gold Global, Silver, Silver Mini, Silver Micro, Silver 1000.
- Agro Commodities - Cardamom, Cotton, Crude Palm Oil, Kapas, Mentha Oil, Castor seed, RBD Palmolien, Black Pepper.
- Energy - Crude Oil Crude Oil Mini, Natural Gas.
- On June

On circular dated June 19, 2019 by MCX, it is announced that they decided to not to launch any further contracts in

Crude Oil Mini (10 Barrels) Futures contract.

The existing Crude Oil Mini December 2019 contract expiring on December 18, 2019 would be the last contracts available for trading.

3. Money Market Instruments

Ans :- As money became a commodity, the money market became a component of the financial market for assets involved in short-term borrowing, lending, buying and selling with original maturities of one year or less. Trading in money markets is done over the counter and is wholesale. There are several money market instruments in most Western countries, including treasury bills, commercial paper, banker's acceptances, deposits, certificates of deposit, bills of exchange, repurchase agreements, federal funds, and short-lived mortgage- and asset-backed securities. The instruments bear differing maturities, currencies, credit risks, and structures. Money markets, which provide liquidity for the global financial system including for capital markets, are part of the broader system of financial markets. The money market consists of financial institutions and dealers in money or credit who wish to either borrow or lend. Participants borrow and lend for short periods, typically up to twelve months. Money market trades in short-term financial instruments commonly called "paper". This contrasts with the capital market for longer-term funding, which is supplied by bonds and equity. The core of the money market consists of interbank lending—banks borrowing and lending to each other using commercial paper, repurchase agreements and similar instruments. These instruments are often benchmarked to (i.e., priced by reference to) the London Interbank Offered Rate (LIBOR) for the appropriate term and currency. Finance companies typically fund themselves by issuing large amounts of asset-backed commercial paper (ABCP), which is secured by the pledge of eligible assets into an ABCP conduit. Examples of eligible assets include auto loans, credit card receivables, residential/commercial mortgage loans, mortgage-backed securities and similar financial assets. Some large corporations with strong credit rating issue commercial paper on their own credit. Other large corporations arrange for banks to issue commercial paper on their behalf. In the United States, federal, state and local governments all issue paper to meet funding needs. States and local governments issue municipal paper, while the U.S. Treasury issues Treasury bills to fund the U.S. public debt

4. Hire Purchase

Ans:- A hire purchase (HP)[1], known as instalment plan is an arrangement whereby a customer agrees to a contract to acquire an asset by paying an initial instalment (e.g. 40% of the total) and repays the

balance of the price of the asset plus interest over a period of time. Other analogous practices are described as closed-end leasing or rent to own.

The hire purchase agreement was developed in the United Kingdom in the 19th century to allow customers with a cash shortage to make an expensive purchase they otherwise would have to delay or forgo. For example, in cases where a buyer cannot afford to pay the asked price for an item of property as a lump sum but can afford to pay a percentage as a deposit, a hire-purchase contract allows the buyer to hire the goods for a monthly rent. When a sum equal to the original full price plus interest has been paid in equal instalments, the buyer may then exercise an option to buy the goods at a predetermined price (usually a nominal sum) or return the goods to the owner.

If the buyer defaults in paying the instalments, the owner may repossess the goods. A vendor protection not available with unsecured-consumer-credit systems. HP is frequently advantageous to consumers because it spreads the cost of expensive items over an extended time period. Business consumers may find the different balance sheet and taxation treatment of hire-purchased goods beneficial to their taxable income. The need for HP is reduced when consumers have collateral or other forms of credit readily available.

These contracts are most commonly used for items such as car and high value electrical goods where the purchasers are unable to pay for the goods directly.

5. Underlying Assets

Ans :- In finance, the underlying of a derivative is an asset, basket of assets, index, or even another derivative, such that the cash flows of the (former) derivative depend on the value of this underlying. There must be an independent way to observe this value to avoid conflicts of interest.

According to the Financial Accounting Standards Board (FASB)'s Statement of Financial Accounting Standards No. 133 (FAS 133) - Accounting for Derivative Instruments and Hedging Activities, an underlying is a specified interest rate, security price, commodity price, foreign exchange rate, index of prices or rates, or other variable (including the occurrence or non-occurrence of a specified event such as a scheduled payment under a contract). An underlying may be a price or rate of an asset or liability but is not the asset or liability. Underlying asset are the financial assets upon which a derivative's price is based. Options are an example of a derivative. A derivative is a financial instrument with a price that is based on a different asset.

Consolidated Academic Administration Plan for the Course
Foundation Course – III (An Overview of Banking Sector)
BBI-Third year- 2020-2021 – Odd Semester
Mr. Ajaykumar Poojary

The academic resources available in VSIT –

VMIS (ERP)	V-Refer and V-Live	VSIT Library	VAC & MOOC Courses
Institute & Department Vision and Mission	Former IA question papers and solutions (prepared by faculty)	Former IA question papers solutions - hardcopy	Value Added Courses (VAC) are conducted throughout the semester & in the semester break - Enrol for the VACs
Program Educational Objectives (PEO)	MU end semester examination question papers and solutions (prepared by faculty)	MU end semester exam question paper & solutions - by faculty, hardcopy	
Program Specific Outcome (PSO)	Class notes and Digital Content for the subject (scanned / typed by faculty)	All text books, reference books, e -books mentioned in the syllabus & AAP	Online courses from NPTEL, Coursera etc. are pursued throughout the semester - Register for the course & get certified
Program Outcome (PO)	Comprehensive question bank, EQ, GQ, PPT, Class Test papers	Technical journals and magazines for reference	
Departmental Knowledge Map	Academic Administration Plan & Beyond Syllabus Activity report	VSIT library is member of IIT Bombay Library	Watch former lectures captured in LMS at VSIT

1.a Course Objectives (write in detail – follow NBA guideline in this regard)

Cognitive	What do you want students to know?	To understand overview of Banking Sector
Affective	What do you want students to think / care about?	To know the importance of Commercial Banking and Customer Bank Relationship
Behavioural	What do you want students to be able to do?	To aware students about Universal Banking and Technology in Banking Sector

1.b Course Outcome (CO) Statements and Module-Wise Mapping (follow NBA guideline)

CO No.	Statements	Related Module/s
CO1	Get an Overview of Banking Industry	Unit 1
CO2	Gain knowledge on Commercial Banking and Customer – Banking Relationship	Unit 2
CO3	To understand the importance of Universal Banking & Technology in Banking Sector	Unit 3
CO4	To understand Microfinance and Financial Inclusion	Unit 4

1.c Mapping of COs with POs (mark S: Strong, M: Moderate, W: Weak, Dash ‘-’: not mapped)

	PO 1	PO 2	PO 3	PO 4	PO 5	PO 6	PO 7	PO 8	PO 9	PO 10	PO 11	PO 12
CO 1	S	M	W									
CO 2	M	S	M									
CO 3	M	M	S									
CO 4	W	W	S									
CO 5												

1.d Mapping of COs with PSOs (mark S: Strong, M: Moderate, W: Weak, Dash ‘-’:not mapped)

	PSO 1	PSO 2	PSO 3	PSO 4
CO 1	S	S	S	W
CO 2	S	S	S	W
CO 3	S	S	S	W
CO 4	S	S	S	W
CO 5	S	S	S	W

1.e Teaching and Examination Scheme (As specified by the University) for the Course

Categories	Mathematics	Computing / IT / Electronics	Humanities & Soft Skill	Social Sciences	Commerce	Management	Multidisciplinary
Tick suitable category					✓		

Subject Code	Subject Name	Teaching Scheme			Credits Assigned			
		Theory	Practical	Tutorial	Theory	TW/Practical	Tutorial	Total
	Foundation Course III (An Overview of Banking Sector)	75	--	--	2	-	--	2

Subject Code	Subject Name	Examination Scheme							
		Theory Marks IA Test			End Sem. Exam Marks	TW	Practical	Oral	Total
		IA 1	IA 2	Sum of IA1 and IA2					
	Foundation Course III (An Overview of Banking Sector)	20	05	25	75	--	--	--	75

1.f Faculty-Wise Distribution of all Lecture-Practical-Tutorial Hours for the Course

Divisions	Lecture (Hrs.)	Practical (Hrs.)				Tutorial (Hrs.)			
		Batch 1	Batch 2	Batch 3	Batch 4	Batch 1	Batch 2	Batch 3	Batch 4
A	2.5	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.

1.g Office Hours (Faculty will be available in office in this duration for solving students' query)

Division	Day	Time (at least 1 Hr. / Division)	Venue (Office Room No.)
A	Monday	12.30 pm – 1.30 pm	Staff Room
B			
C			

2.a Syllabus: Module Wise Teaching Hours and % Weightage in University Question Paper

Module No.	Module Title and Brief Details	Teaching Hrs. for each module	% Weightage in University Question Papers

1	An Overview of Banking Industry	8	25
2	Commercial Banking and Customer – Banker Relationship	9	25
3	Universal Banking & Technology in Banking Sector	9	25
4	Microfinance & Financial Inclusion	12	25
* Insert rows for more modules in the Course		Total	38
			100

2.b Prerequisite Courses

No.	Semester	Name of the Course	Topic/s
1	2	Foundation Course II	All
2			
3			

2.c Relevance to Future Courses

No.	Semester	Name of the Course
1	4	Foundation Course IV
2	5	Specialized Courses in Banking

2.d Real Life Application Mapping – Mention Application from Very Common Day to Day Life

No.	Real Life Application Mapping with the Course
1	Using various latest technology in Banking
2	Uses of Microfinance and Financial Inclusion by SHG

3. Past Results – Division-Wise and Topic-Wise Result Based Analysis

Details	Target - DEC 2020	Dec 2019	DEC 2018	DEC 2017
Course Passing % – Average of 3 Divisions	100%	96.88%		
Marks Obtained by Course Topper (marks /100)	94	91		

Year	Division A		Division B		Division C	
	Initials of Teacher	% Result	Initials of Teacher	% Result	Initials of Teacher	% Result
Dec 2019	MT	96.88				
Dec 2018						
Dec 2017						

Topics which affect results negatively	Module Number	Recommendations to overcome these issues & improve result in future
Technology in Banking	3	Show videos to better understand the technical topics

4 All the Learning Resources – Books and E-Resources

4.a List of Text Books (T – Symbol for Text Books) to be Referred by Students

Sr. No	Text Book Titles	Author/s	Publisher	Edition	Module Nos.
1					
2					
3					
4	NA				
5					
6					

4.b List of Reference Books (R – Symbol for Reference Books) to be Referred by Students

Sr. No	Reference Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Banking Law and Practice	M.L Tannan		I	
2	Microfinance Perspective and Operations	IIBF		2016	
3	Rural Banking Operations	IIBF		2017	
4	Financial Inclusion and Growth Governance	Deepali Pant Joshi	Gyan Publishing House		
5	Bank Financial Management Paperback	IIBF		2010	
6	Principles and Practices of Banking Paperback	IIBF		2015	

4.c List of E - Books (E – Symbol for E-Books) to be Referred by Students

Sr. No	E- Book Titles	Author/s	Publisher	Edition	Module Nos.
1	BANKING THEORY AND PRACTICE	G Vijayaragavan Iyengar		2013	
2	The Theory and Practice of Banking	Henry Dunning		Second	
3					

4					
---	--	--	--	--	--

4.d Web Links and Names of Magazines, Journals, E-journals

Refer online journals subscribed in VIT library. You can also access IIT Bombay online library for journals from IITB campus.

Sr. No.	Web-Links and Names of Journals and E-Journals Recommended to Students for this Course	Web-Links and Names of Magazines Recommended to Students for this Course	Module Nos.
1	https://s3.amazonaws.com/academia.edu.documents/33866635/15.pdf		
2			
3			
4			
5			
6			

4.e Module Best Available in - Tick the best resource [from 4.a to 4.d in this AAP] & give details

Module No.	Category (Please Tick Mark) - √						Available In VSIT Library?		Details of the Resource (i.e. Name, Chapter & Page No., etc.)
	Book			Magazine	Journals		Y	N	
	Text	Reference	E-Book		Regular	E-Journal			
1		✓					Y		
2		✓							
3		✓							
4		✓							

4.f Web Links for Online Notes/YouTube/VSIT Digital Content/VIT Lecture Capture/NPTEL Videos

Students can view lectures by VSIT professors, captured through LMS 'Lecture Capture' in VIT campus for previous years.

No.	Websites / Links	Module Nos.
1	Digital Content (live.vsit.edu.in/vrefer)	1-3
2		
3		
4		
5		
6		

7		
8		
9		
10		

4.g Recommended MOOC Courses like Coursera / NPTEL / MIT-OCW / edX etc.

Sr. No.	MOOC Course Link	Course conducted by – Person / University / Institute / Industry	Course Duration	Certificate (Y / N)
1	Learn and Master the Basics of Finance	Udemy	3 hrs	Y

4.h Recommended Value Added Courses (VAC)

Sr. No.	Name of the Value Added Course	Conducted by – Person / Institute / Industry	Course Duration	Certificate (Y / N)
1	----			

4.i Study Material Distributed among Students

Tick if distributed among students					
GQ	Notes	Digital Content	PPT	EQ (updated till the Last Exam)	Other (Write Details)
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

5. Consolidated Course Lesson Plan

	From (date/month/year)	To (date/month/year)	Total Number of Weeks
Semester Duration			15

Week	Lecture no.	Module No.	Lecture Topics / IA 1 and IA 2 / BSA planned to be covered	Actual date of Completion	COs	Recommended Prior Viewing / Reading	
						Lecture No. (on LMS)	Chapter No. / Page Nos. / Books/ Web Site
1	1	1	Definition of Banks, Types of Banks, Principles of Banking				
	2	1	Banking System in India, Overview of RBI, Public, Private, Co-operative, Payment Bank, Regional Rural Banks				

	3	1	Emerging trends of banking - Universal banking, electronic banking, globalization of banking				
2	4	1	Brief history of banking sector reforms from 1991-2000 and Current developments in banking sector				
	5	1	Regulatory Architecture – Overview of Banking Regulation Act 1949, Banking Regulation Act(Amendment 2015), Payment and Settlement Act 2007,				
	6	1	Negotiable Instrument Act 1881, BIS, Basel I, II and III, Bank Crises in India	IEF			
3	7	1	Critical Evaluation of Banking Industry in India				
	8	1	Revision of Unit 11	Assignment 1 Allocation			
	9	2	Definition and meaning of Commercial Bank, Evolution of Commercial Banking in India,				
4	10	2	Functions of Commercial Bank , Services offered by Commercial Bank.				
	11	2	Retail Banking – Meaning, Features,	CAT – Quiz 1			
	12	2	Significance of Retail Banking and Overview of its products				
5	13	2	Corporate Banking -Meaning, Features,				
	14	2	Significance of Corporate Banking and Overview of its products	Assignment 1 Submission			
	15	2	Rural Banking - Meaning, Features,				
6	16	2	Significance of Rural Banking and Overview of its products				
	17	2	Banking Ombudsman – Meaning and Functions	Assignment 2 Allocation			
	18	3	Concept of Universal Banking, Evolution of Universal banking ,				

7	19	3	Services to Government, Payment & Settlement, Merchant Banking,				
	20	3	Mutual Fund, Depository Services, Wealth Management,	CAT – One Minute Paper			
	21	3	Portfolio Management Bancassurance, NRI Remittance.				
8	22	3	Features, norms and Limitations of E-banking,				
	23	3	Mobile Banking, Internet Banking, RTGS, POS Terminal,	Assignment 2 Submission			
	24	3	NEFT, IMPS, Brown Label ATM's, White Label ATM's, NUUP, AEPS, APBS, CBS, CTS,				
9	25	3	Digital Signature , MWallets , Online opening of bank accounts – savings & current, and application for credit cards, loan				
	26	3	Applicability of KYC norms in Banking Sector	Assignment 3 Allocation			
	27	4	Introduction, Need and Code of Conduct for Microfinance Institutions in India,				
10	28	4	Advantages, Purpose, Limitations and Models of SHG – Bank Linkage Program.				
	29	4	Role of NABARD and SIDBI,	CAT – Quiz 2			
	30	4	Portfolio Securitization,				
11	31	4	SHG-2, NRLM and SRLM ,				
	32	4	Priority Sector and its Classification	Assignment 3 Submission			
	33	4	Financial Inclusion – Need & Extent				
12	34	4	RBI Committee Report of Medium Term Path on Financial Inclusion 2015,				

	35	4	World Findex Report 2015, NISM Report 2015,	CAT – Open Book Test			
	36	4	Features & Procedures of Pradhan Mantri Jan Dhan Yojana, and PM Mudra Yojana.	Group Discussion			
13	37	4	Features, procedures and significance of Stand up India Scheme for Green Field				
	38	4	Revision of Unit 4				

6. Rubric for Grading and Marking of Term Work (inform students at the beginning of semester)

Lecture + Practical (% Attendance) & Marks	Assignments	Tutorial	Lab / Practical Performance	Lab Journal Assessment	Class Tests (Other than IA)	Class participation	Other (2) specifying	Total
						05		05

7. Assignments / Tutorials Details (must attach print out of all questions together with AAP)

Assignment No.	Title of the Assignments / Tutorials	CO Map	Assignments given to Students on	Date of Submission
1	Assignment 1	CO1	3 rd week	5 th week
2	Assignment 2	CO2	6 th week	8 th week
3	Assignment 3	CO3	9 th week	10 th week

Analysis of Assignment / Tutorial Questions and Related Resources

Assignment No.	Week No.	Type* (√)			Module No.	Based on #			Question Type (√)	
		R	UQ	OBT		Text Book	Reference Book	Other Learning Resource	MU EQ	Thought Provoking
1	3	R			I			Yes	Yes	
2	6	R			II			Yes	Yes	

3	9	R			III				Yes	
4										
5										

* Tick (✓) the Type of the Assignment: Regular (R); Unannounced Quiz (UQ) ; Open Book Test for TY/SY/MASTERS (OBT)
 # Write number for Text book, reference book, other learning resource from this AAP – from Points 4.a to 4.d

8. Internal Assessment / Other Class Test / Open Book Test (OBT)/Take Home Test (THT) Details

Tests	Test Dates	Module No.	CO Map	IA Question Paper Pattern	Policy
1 st IA Test				Q1 – MCQ - 10 Marks Q2 – 1 numerical 5 Marks Q3 – 1 numerical 5 Marks 20 marks each for IA 1 & 2	No IA Re-test
2 nd IA Test					IA is a Head of passing *
Quiz	4 th week 10 th week	1 3	CO1 CO3		
Open Book Test	12 th week	All	CO1-CO4		
One Minute Paper	7 th week	2	CO2		
Class tests / prelims					
Class tests / prelims					
Any other test/exams					

* IA failures will have to appear for re-test in next semester

9.a Practical Activities – Regular Experiments

Practical No.	Module No.	Title of the Regular Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1					
2					
3					
4					
5					

6					
7					
8					
9					
10					

9.b Practical Activities – Newly Added Experiments

Practical No.	Module No.	Title of the Newly Added Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1		_____			
2					

9.c Practical Activities – PBL Experiments

Practical No.	Module No.	Title of the PBL Experiments	Concepts to be highlighted	CO Map	Audit / Quality (0 to 4)
1					
2					

10. Beyond Syllabus Activities for Gap Mitigation

No.	Type of the Activity	Activities	Details – no of attendees, guest, feedback, mark sheet, report
1	Interaction with Outside World	Guest Lecture / Workshops	
2		Industrial Visit	
3	Test and Assessments	Class Tests – (other than IA)	Yes
4		Mini Projects	
5		Quiz	Yes
6		Mobile App Based Quiz	Yes
7		Open Book Test	Yes
8		Take Home Test	

9	Collaborative and Group Activity	Poster Presentation	
10		Minute Papers	Yes
11		Students Seminar	
12		Students Debates	
13		Panel Discussion / Mock GD	Yes
14		Mock Interview	
15	Co-curricular Courses	MOOC-NPTEL/Coursera Videos	Yes
16		Value Added Courses	
17		Lecture Capture Usage	

*** Do not delete any activity. Give details for planned events. Write 'NA' for activity Not Planned.**

Consolidated Academic Administration Plan Prepared by (mention all theory teaching faculty names with signature)

Faculty 1 Name (Sign.)

Faculty 2 Name (Sign.)

Faculty 3 Name (Sign.)

External Industry Mentor (Sign.)

External Academic Mentor (Sign.)

VSIT Cluster Mentor Name (Sign.)

Head of Dept. (Sign.)

Version 2020-2021

The academic resources available in VSIT –

VMIS (ERP)	V-Referand V-Live	VSIT Library	VAC & MOOC Courses
Institute & Department Vision and Mission	Former IA question papers and solutions (prepared by faculty)	Former IA question papers solutions - hardcopy	Value Added Courses (VAC) are conducted throughout the semester & in the semester break - Enrol for the VACs
Program Educational Objectives (PEO)	MU end semester examination question papers and solutions (prepared by faculty)	MU end semester exam question paper & solutions - by faculty, hardcopy	
Program Specific Outcome (PSO)	Class notes and Digital Content for the subject (scanned / typed by faculty)	All text books, reference books, e -books mentioned in the syllabus& AAP	Online courses from NPTEL, Coursera etc. are pursued throughout the semester - Register for the course& get certified
Program Outcome (PO)	Comprehensive question bank, EQ, GQ, PPT, Class Test papers	Technical journals and magazines for reference	
Departmental Knowledge Map	Academic Administration Plan & Beyond Syllabus Activity report	VSIT library is member of IIT Bombay Library	Watch former lectures captured in LMS at VSIT

1.a Course Objectives (write in detail – follow NBA guideline in this regard)

Cognitive	What do you want students to know?	To learn various tools for financial statement analysis and know the financial functions of the organisation.
Affective	What do you want students to think / care about?	To integrate the concepts of management accounting for controlling Performance, finding solutions of Strategic Business Problems and Coordinating Operations
Behavioural	What do you want students to be able to do?	To interpret financial statements for effective decision making

1.b Course Outcome (CO) Statements and Module-Wise Mapping (follow NBA guideline)

CO No.	Statements	Related Module/s
CO1	Will be able to understand the role of Management Accounting in Decision making	Unit 1
CO2	Will be able to learn analysis tool for financial statement analysis – ratio analysis	Unit 2
CO3	Will be able to learn different components of Working capital and estimating future requirements	Unit 3
CO4	Will be able to learn various aspects of Dividend policy within organisation	Unit 4

1.c Mapping of COs with POs (mark S: Strong, M: Moderate, W: Weak, Dash '-': not mapped)

	PO 1	PO 2	PO 3	PO 4	PO 5	PO 6	PO 7	PO 8	PO 9	PO 10	PO 11	PO 12

CO 1	Strong	Moderate	Strong	Strong								
CO 2	Moderate	Strong	Strong	Strong								
CO 3	Strong	Strong	Strong	Moderate								
CO 4	Strong	Strong	Moderate	Strong								

1.d Mapping of COs with PSOs (marks: Strong, M: Moderate, W: Weak, Dash '-':not mapped)

	PSO 1	PSO 2	PSO 3	PSO 4
CO 1				
CO 2				
CO 3				
CO 4				
CO 5				

1.e Teaching and Examination Scheme (As specified by the University) for the Course

Categories	Mathematics	Computing / IT / Electronics	Humanities & Soft Skill	Social Sciences	Commerce	Management	Multidisciplinary
Tick suitable category					✓		

Subject Code	Subject Name	Teaching Scheme			Credits Assigned			
		Theory	Practical	Tutorial	Theory	TW/Practical	Tutorial	Total
UBAF407	Introduction to Management Accounting	75			3			3

Subject Code	Subject Name	Examination Scheme							
		Theory Marks IA Test			End Sem. Exam Marks	TW	Practical	Oral	Total
		IA 1	IA 2	Average of IA1 and IA2					
UBAF407	Introduction to Management Accounting	20			75			05	100

1.f Faculty-Wise Distribution of all Lecture-Practical-Tutorial Hours for the Course

Divisions	Lecture (Hrs.)	Practical (Hrs.)				Tutorial (Hrs.)			
		Batch 1	Batch 2	Batch 3	Batch 4	Batch 1	Batch 2	Batch 3	Batch 4
A	50								
B	50								
C	50								

1.g Office Hours (Faculty will be available in office in this duration for solving students' query)

Division	Day	Time (at least 1 Hr. / Division)	Venue (Office Room No.)
A	Monday	12.30 pm to 1.30 pm	X-101
B			
C			

2.a Syllabus : Module Wise Teaching Hours and % Weightage in University Question Paper

Module No.	Module Title and Brief Details	Teaching Hrs. for each module	% Weightage in University Question Papers
1	Introduction to Management Accounting	8.33	Equal
2	Financial Statement Analysis	16.67	
3	Working Capital Management	12.5	
4	Management of Profits/Dividend Policy	12.5	
* Insert rows for more modules in the Course Total		50	100

2.b Prerequisite Courses

No.	Semester	Name of the Course	Topic/s
1	Nil		
2			
3			

2.c Relevance to Future Courses

No.	Semester	Name of the Course
1	II	M.COM (Cost and management Accounting)
2		

2.d Real Life Application Mapping – Mention Application from Very Common Day to Day Life

No.	Real Life Application Mapping with the Course
1	To analyze financial statements published in annual reports
2	To take corrective decisions affecting operational and finance function of the organizations.
3	To improve performance and motivate employees

--	--

3. Past Results – Division-Wise and Topic-Wise Result Based Analysis

Details	Target - Dec 2020	Dec 2019	Dec 2018	Dec 2017
Course Passing % – Average of 3 Divisions	96%	93.75%		
Marks Obtained by Course Topper (mark/100)	95	-		

Year	Division A		Division B		Division C	
	Initials of Teacher	% Result	Initials of Teacher	% Result	Initials of Teacher	% Result
May 2018	VRG	93.75				

Topics which affect results negatively	Module Number	Recommendations to overcome these issues & improve result in future
ratios	3	remembering through charts

4 All the Learning Resources – Books and E-Resources

4.a List of Text Books (T – Symbol for Text Books) to be Referred by Students

Sr. No	Text Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Cost and Management Accounting	Ravi Kishore	Taxmann		All

4.b List of Reference Books (R – Symbol for Reference Books) to be Referred by Students

Sr. No	Reference Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Management Accounting	I.M. Pandey	Vikas		All
2	Management Accounting	Khan & Jain	Taxmann		All

4.c List of E - Books (E – Symbol for E-Books) to be Referred by Students

Sr. No	E- Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Accounting for Managers	Vardhaman Mahaveer Open University			All
2	MBA Accounting for Managers	St. Xavier's College, Kolkata			All
3	Accounting for Managers	Guru Jambheshwar University of Science and Technology			All

4.d Web Links and Names of Magazines, Journals, E-journals– [VIT is member of IIT Bombay Library]

Refer online journals subscribed in VIT library. You can also access IIT Bombay online library for journals from IITB campus.

Sr. No.	Web-Links and Names of Journals and E-Journals Recommended to Students for this Course	Web-Links and Names of Magazines Recommended to Students for this Course	Module Nos.
1	https://www.journals.elsevier.com/management-accounting-research	https://www.imanet.org/insights-and-trends/management-accounting-quarterly	All
2	https://www.emeraldinsight.com/series/advma	The Institute of Cost and Management Accountant of India	All
3	http://aaapubs.org (American Accounting Association)		All

4.e Module Best Available in - Tick the best resource [from 4.a to 4.d in this AAP] & give details

Module No.	Category (Please Tick Mark) - √						Available In VSIT Library?		Details of the Resource (i.e. Name, Chapter & Page No., etc.)
	Book			Magazine	Journals		Y	N	
	Text	Reference	E-Book		Regular	E-Journal			
1	✓	✓					Y		Unit 1
2	✓	✓					Y		Unit 2
3	✓	✓					Y		Unit 3
4	✓	✓					Y		Unit 4

4.f Web Links for Online Notes/YouTube/VIT Digital Content/VIT Lecture Capture/NPTEL Videos

Students can view lectures by VIT professors, captured through LMS 'Lecture Capture' in VIT campus for previous years.

No.	Websites / Links	Module Nos.
1	http://gurukpo.com/management-accounting	1-4
2	https://www.thesisscientist.com	1-4

4.g Recommended MOOC Courses like Coursera / NPTEL / MIT-OCW / edX etc.

Sr. No.	MOOC Course Link	Course conducted by – Person / University / Institute / Industry	Course Duration	Certificate (Y / N)
1	Management Accounting for Decision making https://www.edx.org/course/management-accounting-for-decision-making	Inst of Mgmt Bangalore	7 weeks	Y

4.h Recommended Value Added Courses (VAC)

Sr. No.	Name of the Value Added Course	Conducted by – Person / Institute / Industry	Course Duration	Certificate (Y / N)
1				Y

4.i Study Material Distributed among Students

Tick if distributed among students					
GQ	Notes	Digital Content	PPT	EQ (updated till the Last Exam)	Other (Write Details)
✓	✓		✓	✓	

5. Consolidated Course Lesson Plan

	From (date/month/year)	To (date/month/year)	Total Number of Weeks
Semester Duration			

Week	Lecture no.	Module No.	Lecture Topics / IA 1 and IA 2 / BSA planned to be covered	Actual date of Completion	Cos	Recommended Prior Viewing / Reading	
						Lecture No. (on LMS)	Chapter No. / Page Nos./ Books/ Web Site
1	1	1	Syllabus discussion and paper format Unit 1- Introduction to Management Accounting – meaning, features		CO1		
	2	1	Importance of MA, Functions of Management accountant, Role of Mgmt. accountants.		CO1		
	3	1	Tools of Mgmt accounting.		CO1		
2	4	1	Types of information used in decision making, Mgmt Accounting framework.		CO1		
	5	1	Difference between MA and FA (https://www.youtube.com/watch?v=6f8mH0eXnly)		CO1		
	6	2	Unit 2 : Analysis and interpretation of Accounts – Definition, purpose, and objectives of Financial statements (https://www.youtube.com/watch?v=c8HxuTv-abo)		CO2		
3	7	2	Features and qualities of FS, Preparation of FS- Balance sheet (vertical format)		CO2		
	8	2	Practical sums on preparation of vertical Balance sheet		CO2		
	9	2	Preparation of FS- Income statement (vertical format)		CO2		

4	10	2	Practical sums on preparation of vertical Income statement		CO2		
	11	2	Comparative statements – meaning, format, purpose, practical sums		CO2		
	12	2	Financial statement analysis (Ratio analysis) : meaning, objectives of ratios, nature of ratios		CO2		
5	13	2	Classification of ratios (https://www.youtube.com/watch?v=KYUWMTS7kiQ&t=328s) Du pont chart- meaning, du pont chart, computation of NPAT		CO2		
	14	2	Balance sheet ratios – Current, liquid, proprietary, Stock to working capital, debt equity		CO2		
	15	2	Sums on Balance sheet ratios		CO2		
6	16	2	Revenue statement ratios – gross profit, net profit, expense, net profit, net operating profit, stock turnover		CO2		
	17	2	Sums on Revenue statement ratios		CO2		
	18	2	Combined ratios – ROCE, ROE, ROPF, debt service, creditors and debtors turnover ratios		CO2		
7	19	2	Sums on Combined ratios		CO2		
	20	2	Sums on combined ratio		CO2		
	21	2	Sums on Income statement, Balance sheet and Uses and limitation of Accounting Ratios (Memory matrix)		CO2		
8	22	2	Sums on Income statement, Balance sheet and Uses and limitation of Accounting Ratios		CO2		
	23	2	Sums on Income statement, Balance sheet and Uses and limitation of Accounting Ratios		CO2		
	24	2	Revision		CO2		
9	25	2	Revision		CO2		
	26	3	Unit 3: Working capital management – definitions, need, nature, operating cycle		CO3		

			(https://www.youtube.com/watch?v=aj96CJt6HKM)				
	27	3	Classification of Working capital and Factors determining working capital requirements, importance and management of working capital		CO3		
	28	3	Sources of working capital, proforma of working capital estimation		CO3		
10	29	4	Practical sums on estimation of working capital requirements		CO3		
	30	4	Practical sums on estimation of working capital requirements (minute paper)		CO3		
	31	4	Practical sums on estimation of working capital requirements		CO3		
11	32	4	Practical sums on estimation of working capital requirements		CO3		
	33	4	Practical sums on estimation of working capital requirements		CO3		
	34	4	Practical sums on estimation of working capital requirements		CO3		
12	35	4	Practical Problem		CO3		
	36	4	Practical Problem		CO3		
	37	4	Practical Problem		CO3		
13	38	4	Practical Problem		CO3		
	39	4	Unit 4: Management of Profits/Dividend Policy		CO4		
	40	5	Meaning,		CO4		
14	41	5	Types,		CO4		
	42	5	Factors influencing dividend policy,		CO4		
15	43	5	Forms of dividend.		CO4		

	44	5	Determinants of Dividends Policy:		CO4		
	45	5	Factors; Dividend Policy in India		CO4		
16	46	5	Bonus Shares (Stock dividend)		CO4		
	47	5	Stock (Share) Splits; Legal, Procedural; and Tax		CO4		
	48	5	Aspects associated with Dividend Decision		CO4		
17	49		Revision of Unit 1 & 2				
	50		Revision of unit 3 & 4				

6. Rubric for Grading and Marking of Term Work (inform students at the beginning of semester)

Lecture + Practical (% Attendance) & Marks	Assignments	Tutorial	Lab / Practical Performance	Lab Journal Assessment	Class Tests (Other than IA)	Other (1) specify	Other (2) Specify	Total
05	04				01			5

7. Assignments / Tutorials Details (must attach print out of all questions together with AAP)

Assignment No.	Title of the Assignments / Tutorials	CO Map	Assignments given to Students on	Date of Submission
1	Scrap book – financial newspaper cutting for 3 months (July to September)	CO1	1 st Week	12 th Week
2	Practical Problems	CO2	6 th Week	7 th Week
3	Analysis of 2 annual reports from 2 sectors each wrt ratio Analysis	CO2	8 th Week	10 th Week
4	Estimation of working capital requirements thru survey of 30 small shop owners – mini project	CO3	11 th Week	12 th Week

✓ **Analysis of Assignment / Tutorial Questions and Related Resources**

Assignment No.	Week No.	Type* (✓)			Module No.	Based on #			Question Type (✓)	
		R	UQ	OBT		Text Book	Reference Book	Other Learning Resource	MU EQ	Thought Provoking
1	1							✓		✓
2	6				1			✓		✓
3	8				2			✓		✓
4	11				3			✓		✓

* Tick (✓) the Type of the Assignment: Regular (R); Unannounced Quiz (UQ) ; Open Book Test for TY/SY/MASTERS (OBT)

Write number for Text book, reference book, other learning resource from this AAP–fromPoints4.a to4.d

8. Internal Assessment / Other Class Test / Open Book Test (OBT)/Take Home Test (THT)Details

Tests	Test Dates	Module No.	CO Map	IA Question Paper Pattern	Policy
1 st IA Test	7 TH Week	1& 2	CO 1, CO 2	Q1 – MCQ - 10 Marks Q2 – 1 numerical 5 Marks Q3 – 1 numerical 5 Marks 20 marks each for IA 1 & 2	No IA Re-test
2 nd IA Test					IA is a Head of passing *
Pop Quiz					
Open Book Test	6 TH WEEK	1& 2	CO 1, CO 2		
Take Home Test	10 th WEEK	3 & 4	CO 3, CO4		
Class tests / prelims					

* IA failures will have to appear for re-test in next semester

9.a Practical Activities – Regular Experiments

Practical No.	Module No.	Title of the Regular Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1		NA			
2					

9.b Practical Activities – Newly Added Experiments

Practical No.	Module No.	Title of the Newly Added Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1		NA			
2					

9.c Practical Activities – PBL Experiments

Practical No.	Module No.	Title of the PBL Experiments	Concepts to be highlighted	CO Map	Audit / Quality (0 to 4)
1		NA			

10. Beyond Syllabus Activities for Gap Mitigation

No.	Type of the Activity	Activities	Details – no of attendees, guest, feedback, mark sheet, report
1	Interaction with Outside World	Guest Lecture / Workshops	Guest Lecture
2		Industrial Visit	
3	Test and Assessments	Class Tests – (other than IA)	✓
4		Mini Projects	Visiting shops and know estimation of working capital requirements
5		Pop Quiz	
6		Mobile App Based Quiz	
7		Open Book Test	✓
8		Take Home Test	✓
9	Collaborative and Group Activity	Poster Presentation	
10		Minute Papers	✓ NA
11		Students Seminar	
12		Students Debates	
13		Panel Discussion / Mock GD	NA
14	Mock Interview	NA	
15	Co-curricular Courses	MOOC-NPTEL/Coursera Videos	✓
16		Value Added Courses	NA
17		Lecture Capture Usage	NA

* Do not delete any activity. Give details for planned events. Write 'NA' for activity Not Planned.

Consolidated Academic Administration Plan Prepared by (mention all theory teaching faculty names with signature)

Faculty 1 Name (Sign.)

Ms. Kavitha Mohan

External Industry Mentor (Sign.)

External Academic Mentor (Sign.)

VSIT Cluster Mentor Name (Sign.)

Head of Dept. (Sign.)

The academic resources available in VSIT –

VMIS (ERP)	V-Refer and V-Live	VSIT Library	VAC & MOOC Courses
Institute & Department Vision and Mission	Former IA question papers and solutions (prepared by faculty)	Former IA question papers solutions - hardcopy	Value Added Courses (VAC) are conducted throughout the semester & in the semester break - Enrol for the VACs
Program Educational Objectives (PEO)	MU end semester examination question papers and solutions (prepared by faculty)	MU end semester exam question paper & solutions - by faculty, hardcopy	
Program Specific Outcome (PSO)	Class notes and Digital Content for the subject (scanned / typed by faculty)	All text books, reference books, e -books mentioned in the syllabus & AAP	Online courses from NPTEL, Coursera etc. are pursued throughout the semester - Register for the course & get certified
Program Outcome (PO)	Comprehensive question bank, EQ, GQ, PPT, Class Test papers	Technical journals and magazines for reference	
Departmental Knowledge Map	Academic Administration Plan & Beyond Syllabus Activity report	VSIT library is member of IIT Bombay Library	Watch former lectures captured in LMS at VSIT

1.a Course Objectives (write in detail – follow NBA guideline in this regard)

Cognitive	What do you want students to know?	To provide basic knowledge of key approaches relating to organizational behaviour from the point of view of individual, group & organization
Affective	What do you want students to think / care about?	To understand ways of acting effectively and finding ways was controlling human behaviour for effectiveness towards achievement of Organizational Goals
Behavioural	What do you want students to be able to do?	To be able to work efficiently in an organizational set up & deal with various issues related to organizational behaviour of individuals & groups with effective ways of managing it.

1.b Course Outcome (CO) Statements and Module-Wise Mapping (follow NBA guideline)

CO No.	Statements	Related Module/s
CO1	To highlight the role of human resources in the organisation as an Individual & as a part of the group	Unit 1
CO2	To understand various group dynamics and issues relating to group behaviour	Unit 2
CO3	To understand organisational culture, dynamics and its behaviour in the Banking & Insurance Sector	Unit 3 & 4

1.c Mapping of COs with POs (mark S: Strong, M: Moderate, W: Weak, Dash '-': not mapped)

	PO 1	PO 2	PO 3	PO 4	PO 5	PO 6	PO 7	PO 8	PO 9	PO 10	PO 11	PO 12

CO 1												
CO 2												
CO 3												
CO 4												
CO 5												

1.d Mapping of COs with PSOs (mark S: Strong, M: Moderate, W: Weak, Dash '-':not mapped)

	PSO 1	PSO 2	PSO 3	PSO 4
CO 1				
CO 2				
CO 3				
CO 4				
CO 5				

1.e Teaching and Examination Scheme (As specified by the University) for the Course

Categories	Mathematics	Computing / IT / Electronics	Humanities & Soft Skill	Social Sciences	Commerce	Management	Multidisciplinary
Tick suitable category						✓	

Subject Code	Subject Name	Teaching Scheme			Credits Assigned			
		Theory	Practical	Tutorial	Theory	TW/Practical	Tutorial	Total
EC	ORGANISATIONAL BEHAVIOR	100	--	--	3	-	--	

Subject Code	Subject Name	Examination Scheme							
		Theory Marks IA Test			End Sem. Exam Marks	TW	Practical	Oral	Total
		IA 1	IA 2	Sum					
EC	ORGANISATIONAL BEHAVIOR	20	05	25	75	--	--	--	100

1.f Faculty-Wise Distribution of all Lecture-Practical-Tutorial Hours for the Course

Divisions	Lecture (Hrs.)	Practical (Hrs.)				Tutorial (Hrs.)			
		Batch 1	Batch 2	Batch 3	Batch 4	Batch 1	Batch 2	Batch 3	Batch 4
A	50								
B									
C									

1.g Office Hours (Faculty will be available in office in this duration for solving students' query)

Division	Day	Time (at least 1 Hr. / Division)	Venue (Office Room No.)
A	Monday	1pm to 2 pm	Online
B			
C			

2.a Syllabus: Module Wise Teaching Hours and % Weightage in University Question Paper

Module No.	Module Title and Brief Details	Teaching Hrs. for each module	% Weightage in University Question Papers
1	The individual Behavior	12.5	25
2	The Group Dynamics	12.5	25
3	The Organisational Dynamics	12.5	25
4	Organisational Behaviour in banking and insurance sector	12.5	25
* Insert rows for more modules in the Course		Total	50
			100

2.b Prerequisite Courses

No.	Semester	Name of the Course	Topic/s
1			
2			
3			

2.c Relevance to Future Courses

No.	Semester	Name of the Course
1	1	PGDM IN MARKETING AND HR
2	1 & 2	MBA IN MARKETING & HR

2.d Real Life Application Mapping – Mention Application from Very Common Day to Day Life

No.	Real Life Application Mapping with the Course
1	For effective working in the Corporates & handling various teams
2	IF an Entrepreneur will be able to understand issues of employee & manage them effectively

3. Past Results – Division-Wise and Topic-Wise Result Based Analysis

Details	Target 2020	Mar 2019	Mar 2018
Course Passing % – Average of A Divisions	100	98.48%	92.96
Marks Obtained by Course Topper (mark/100)	92	85	91

Division A		
Year	Initials of Teacher	% Result
Dec 2019	MT	98.46%
Dec 2018	MT	92.96%

Topics which affect results negatively	Module Number	Recommendations to overcome these issues & improve result in future
Theories	1-4	Written assignments

4 All the Learning Resources – Books and E-Resources

4.a List of Text Books (T – Symbol for Text Books) to be Referred by Students

Sr. No	Text Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Organizational Behaviour	Suja Nair			
2	Organizational Behaviour	Margie Parikh and Rajen Gupta			

4.b List of Reference Books (R – Symbol for Reference Books) to be Referred by Students

Sr. No	Reference Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Organizational Behaviour	Stephen P. Robbins			
2	Organizational Behaviour	Archana and Tyagi			
3	Organizational Behaviour	Kinikki Angela			

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4.c List of E - Books (E – Symbol for E-Books) to be Referred by Students

Sr. No	E- Book Titles	Author/s	Publisher	Edition	Module Nos.
1					
2					
3					
4					

4.d Web Links and Names of Magazines, Journals, E-journals – [VIT is member of IIT Bombay Library]

Refer online journals subscribed in VIT library. You can also access IIT Bombay online library for journals from IITB campus.

Sr. No.	Web-Links and Names of Journals and E-Journals Recommended to Students for this Course	Web-Links and Names of Magazines Recommended to Students for this Course	Module Nos.
1	https://hiring.monster.com/hr/hr-best-practices/small-business/employee-motivation/emotions-in-the-workplace.aspx		1
2	https://www.slideshare.net/rajatgupta4ever/organizational-change-and-development		3

4.e Module Best Available in - Tick the best resource [from 4.a to 4.d in this AAP] & give details

Module No.	Category (Please Tick Mark) - √						Available In VSIT Library?		Details of the Resource (i.e. Name, Chapter & Page No., etc.)
	Book			Maga-zine	Journals		Y	N	
	Text	Reference	E-Book		Regular	E-Journal			
1	✓	✓					✓		Module 1-4
2									
3									
4									
5									

4.f Web Links for Online Notes/YouTube/VSIT Digital Content/VIT Lecture Capture/NPTEL Videos

Students can view lectures by VSIT professors, captured through LMS 'Lecture Capture' in VIT campus for previous years.

No.	Websites / Links	Module Nos.
1	www.slideshare.net	1-4

2	www.NPTEL.co.in	1-4
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4.g Recommended MOOC Courses like Coursera / NPTEL / MIT-OCW / edX etc.

Sr. No.	MOOC Course Link	Course conducted by – Person / University / Institute / Industry	Course Duration	Certificate (Y / N)
	-			

4.h Recommended Value Added Courses (VAC)

Sr. No.	Name of the Value Added Course	Conducted by – Person / Institute / Industry	Course Duration	Certificate (Y / N)
1	Free online Course in OB	Swayam, Udemy etc		

4.i Study Material Distributed among Students

Tick if distributed among students					
GQ	Notes	Digital Content	PPT	EQ (updated till the Last Exam)	Other (Write Details)
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	

5. Consolidated Course Lesson Plan

	From (date/month/year)	To (date/month/year)	Total Number of Weeks
Semester Duration	27/11/2017	17/03/2018	15

Week	Lecture no.	Module No.	Lecture Topics / IA 1 and IA 2 / BSA planned to be covered	Actual date of Completion	COs	Recommended Prior Viewing / Reading	
						Lecture No. (on LMS)	Chapter No. / Page Nos./ Books/ Web Site
	1	1	Personality – Meaning, determinants, major traits influencing OB				
	2		The big five Model, Trait theory, Psychoanalytic theory				
	3		Freud stage of Personality Development				
	4		Locus of control and Self monitoring				

	5		Learning introduction				
	6		The learning process and principles of learning				
	7		Classical conditioning , operant conditioning				
	8		Social learning theory , learning through reinforcement				
	9		Learning by observing , learning trough experience				
	10		Perception				
	11		Meaning of emotions , cognitive dissonance, Emotional dissonance				
	12		managing emotions at work ,the six universal emotions, meaning and types of values				
	13		source of value system , values cross cultures and ethical behavior				
	14		How are decisions made in organization , decision making proces				
	15		Decisional styles				
	16	2	Group communication – importance , corporate communication				
	17		Need , importance of corporate communication				
	18		Technique's of corporate communication				
	19		Meaning of power , base of power , power tactics				
	20		Organizational politics , reasons for organisational politics				
	21		Negotiations – meaning , process ,				
	22		Strategies , third party negotiations , focus area of negotiations				

	23		Transactional analysis model- types of transactions , ego states				
	24		Life positions , elaboration of transactional styles				
	25		Virtual teams and group cohesiveness- structure , types				
	26		Stages in management of virtual teams, features of cohesive groups and its effects				
	27		Group decision making- advantages and disadvantages				
	28		Assumptions , managing group decision making,				
	29		Strength and weakness of group decision making				
	30		revision				
	31	3	Organizational structure - meaning and features of centralization				
	32		Decentralization and span of control				
	33		Departmentation and simple structure				
	34		Bureaucratic and matrix structure				
	35		New design options – team structure				
	36		Virtual organization , boundary less organization				
	37		Organizational structure differentiation – strategy , organization size				
	38		Technology and environment , organisational designs				
	39		Employee behavior				
	40		Organizational climate - impact of communication				

	41		Impacts of rewards & punishment, quality work life with reference to banking and insurance				
	42		Job frustration – sources and causes				
	43		Effects , ways to overcome frustration				
	44		Impact of frustration on banking and insurance companies				
	45		Revision				
	46	4	Practice of OB IN Banks and insurance				
	47		Issue of organizational behavior in banks				
	48		Strategies to manage issues o organization behavior in banks				
	49		REVISION				
	50		DISCUSSION – Doubt Solving				

6. Rubric for Grading and Marking of Term Work (inform students at the beginning of semester)

Lecture + Practical (% Attendance) & Marks	Assign-ments	Tutorial	Lab / Practical Performance	Lab Journal Assessment	Class Tests (Other than IA)	Class participation	Other (2) specify	Total
						05		05

7. Assignments / Tutorials Details (must attach print out of all questions together with AAP)

Assignment No.	Title of the Assignments / Tutorials	CO Map	Assignments given to Students on	Date of Submission
1	Personality Theories, Johari Window	1		
2	Transactional analysis model, Group Decision Making	2		
3	Organizational Structure and climate	3		
4	Strategies of managing Issues in Organization behavior	4		

Analysis of Assignment / Tutorial Questions and Related Resources

Assignment No.	Week No.	Type* (v)			Module No.	Based on #			Question Type (v)	
		R	UQ	OBT		Text Book	Reference Book	Other Learning Resource	MU EQ	Thought Provoking
1						✓				
2						✓				
3						✓				
4						✓				

* Tick (v) the Type of the Assignment: Regular (R); Unannounced Quiz (UQ) ; Open Book Test for TY/SY/MASTERS (OBT)

Write number for Text book, reference book, other learning resource from this AAP – from Points 4.a to 4.d

8.

Internal Assessment / Other Class Test / Open Book Test (OBT)/Take Home Test (THT) Details

Tests	Test Dates	Module No.	CO Map	IA Question Paper Pattern	Policy
1 st IA Test				Q1 – MCQ - 10 Marks Q2 – 1 numerical 5 Marks Q3 – 1 numerical 5 Marks 20 marks each for IA 1 & 2	No IA Re-test IA is a Head of passing *
2nd IA Test					
Pop Quiz					
Open Book Test					
Take Home Test					
Class tests / prelims					

Class tests / prelims					
Any other test/exams					

* IA failures will have to appear for re-test in next semester

9.a Practical Activities – Regular Experiments

Practical No.	Module No.	Title of the Regular Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1					
2					
3					
4					
5					
6					
7					
8					
9					
10					

9.b Practical Activities – Newly Added Experiments

Practical No.	Module No.	Title of the Newly Added Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1	1	Know Yourself			
2					

9.c Practical Activities – PBL Experiments

Practical No.	Module No.	Title of the PBL Experiments	Concepts to be highlighted	CO Map	Audit / Quality (0 to 4)
1					
2					

10. **Beyond Syllabus Activities for Gap Mitigation**

No.	Type of the Activity	Activities	Details – no of attendees, guest, feedback, mark sheet, report
1	Interaction with Outside World	Guest Lecture / Workshops	✓
2		Industrial Visit	
3	Test and Assessments	Class Tests – (other than IA)	✓
4		Mini Projects	
5		Pop Quiz	
6		Mobile App Based Quiz	
7		Open Book Test	
8		Take Home Test	
9	Collaborative and Group Activity	Poster Presentation	
10		Minute Papers	
11		Students Seminar	
12		Students Debates	
13		Panel Discussion / Mock GD	
14		Mock Interview	✓
15	Co-curricular Courses	MOOC-NPTEL/Coursera Videos	✓
16		Value Added Courses	
17		Lecture Capture Usage	

*** Do not delete any activity. Give details for planned events. Write 'NA' for activity Not Planned.**

Consolidated Academic Administration Plan Prepared by (mention all theory teaching faculty names with signature)

Dr. Ashwini Joshi

Faculty 1 Name (Sign.)

Faculty 2 Name (Sign.)

Faculty 3 Name (Sign.)

External Industry Mentor (Sign.)

External Academic Mentor (Sign.)

VSIT Cluster Mentor Name (Sign.)

Head of Dept. (Sign.)

Version 2020-2021

The academic resources available inVSIT –

VMIS (ERP)	V-Refer and V-Live	VSIT Library	VAC & MOOC Courses
Institute & Department Vision and Mission	Former IA question papers and solutions (prepared by faculty)	Former IA question papers solutions - hardcopy	Value Added Courses (VAC) are conducted throughout the semester & in the semester break - Enrol for the VACs
Program Educational Objectives (PEO)	MU end semester examination question papers and solutions (prepared by faculty)	MU end semester exam question paper & solutions - by faculty, hardcopy	
Program Specific Outcome (PSO)	Class notes and Digital Content for the subject (scanned / typed by faculty)	All text books, reference books, e -books mentioned in the syllabus& AAP	Online courses from NPTEL, Courser etc. are pursued throughout the semester - Register for the course& get certified
Program Outcome (PO)	Comprehensive question bank, EQ, GQ, PPT, Class Test papers	Technical journals and magazines for reference	
Departmental Knowledge Map	Academic Administration Plan & Beyond Syllabus Activity report	VSIT library is member of IIT Bombay Library	Watch former lectures captured in LMS at VSIT

1.a Course Objectives (write in detail – follow NBA guideline in this regard)

Cognitive	What do you want students to know?	Students should know Computer Fundamentals.
Affective	What do you want students to think / care about?	Understanding about emerging MIS technologies like ERP, CRM, SCM and trends in enterprise applications.
Behavioural	What do you want students to be able to do?	Implementation and planning of information technology projects, such as the expansion and updating of database systems, the installation of new company-wide platforms and, increasingly, the upgrading of information security technologies.

1.b Course Outcome (CO) Statements and Module-Wise Mapping (follow NBA guideline)

CO No.	Statements	Related Module/s
CO1	To make students comfortable with Microsoft Word and Microsoft Excel	Unit 1
CO2	Students will learn and understand relationship between database management and data warehouse approaches , the requirements and applications of data warehouse	Unit 2
CO3	To apply practical knowledge on Internet and related technologies& make them familiar with use of E-Commerce	Unit 3
CO4	Students will Learn conceptual study of Enterprise Resource Planning, Supply Chain Management, and Customer Relationship Management.	Unit 4

1.c Mapping of COs with POs (mark S: Strong, M: Moderate, W: Weak, Dash '-': not mapped)

	PO 1	PO 2	PO 3	PO 4	PO 5	PO 6	PO 7	PO 8	PO 9	PO 10	PO 11	PO 12
CO 1	S	W	W									
CO 2	W	W	W									
CO 3	S	M	S									
CO 4			-									

CO 5											
------	--	--	--	--	--	--	--	--	--	--	--

1.d Mapping of COs with PSOs (mark S: Strong, M: Moderate, W: Weak, Dash '-':not mapped)

	PSO 1	PSO 2	PSO 3	PSO 4
CO 1				
CO 2				
CO 3				
CO 4				
CO 5				

1.e Teaching and Examination Scheme (As specified by the University) for the Course

Categories	Mathematics	Computing / IT / Electronics	Humanities & Soft Skill	Social Sciences	Commerce	Management	Multidisciplinary
Tick suitable category						✓	

Subject Code	Subject Name	Teaching Scheme			Credits Assigned			
		Theory	Practical	Tutorial	Theory	TW/Practical	Tutorial	Total
USBMS 403	Computer Skills-II	75			3			3

Subject Code	Subject Name	Examination Scheme							
		Theory Marks IA Test			End Sem. Exam Marks	TW	Practical	Oral	Total
		IA 1	IA 2	Sum of IA1 and IA2					
USBMS 403	Computer Skills-II	20	05	25	75				100

1.f Faculty-Wise Distribution of all Lecture-Practical-Tutorial Hours for the Course

Divisions	Lecture (Hrs.)	Practical (Hrs.)				Tutorial (Hrs.)			
		Batch 1	Batch 2	Batch 3	Batch 4	Batch 1	Batch 2	Batch 3	Batch 4
A	2	1 hr 30 min				N.A.	N.A.	N.A.	N.A.

1.g Office Hours (Faculty will be available in office in this duration for solving students' query)

Division	Day	Time (at least 1 Hr. / Division)	Venue (Office Room No.)
A	Tuesday	11 a.m. – 12 a.m.	Library

2.a Syllabus: Module Wise Teaching Hours and % Weight age in University Question Paper

Module No.	Module Title and Brief Details	Teaching Hrs. for each module	% Weight age in University Question Papers

1	Advanced Spread Sheet	12.5hr	25
2	DBMS	12.5hr	25
3	Modern E Business Software Systems	12.5hr	25
4	Other Emerging Technologies	12.5hr	25
<i>* Insert rows for more modules in the Total</i>		50	100

2.b Prerequisite Courses

No.	Semester	Name of the Course	Topic/s
1	HSC	IT	Database Management System Meaning (Chapter 5)
2	FYBFM-I,II	Computer Skills	Excel, PowerPoint, Word

2.c Relevance to Future Courses

No.	Semester	Name of the Course
1	1	MBA in IT
2	2	MCA sem 2

2.d Real Life Application Mapping – Mention Application from Very Common Day to Day Life

No.	Real Life Application Mapping with the Course
1	Software Applications used in Banks / Shopping Malls / Educational Institutes uses DBMS
2	MIS Report Preparation Department wise in company
3	E-CRM improve customer relations those improved relations translate into increased brand loyalty and profits.

3. Past Results – Division-Wise and Topic-Wise Result Based Analysis

Details	Nov 2019	Nov 2018	Nov 2017	Mar 2016
Course Passing % – Average of 3 Divisions	100%	100%	100%	
Marks Obtained by Course Topper (mark/100)				

	Division A		Division B		Division C	
Year	Initials of Teacher	% Result	Initials of Teacher	% Result	Initials of Teacher	% Result
Nov 2019	AKK	100				

Nov 2018	SSK	100				
Mar 2017						
Mar 2015						

Topics which affect results negatively	Module Number	Recommendations to overcome these issues & improve result in future
NA	NA	NA

4 All the Learning Resources – Books and E-Resources

4.a List of Text Books (T – Symbol for Text Books) to be Referred by Students

Sr. No	Text Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Computer Skills-II		VipulPrakashan	1	1,2,3,4
2	Computer Skills-II		Sheth	1	1,2,3,4

4.b List of Reference Books (R – Symbol for Reference Books) to be Referred by Students

Sr. No	Reference Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Fundamentals of Computers – Rajaram V – Prentice Hall	– Rajaram V – Prentice Hall		6TH ED	1 & 2
2	Microsoft Office Professional 2013 Step by Step	By Beth Melton, Mark Dodge, Echo Swinford, Andrew Couch	Tata McGraw Hill		3
3	Computer today	Sanders, Donald H – McGraw Hill	Tata McGraw Hill	3rd edition)	2 & 4
4	Computers and Information Management	S C Bhatnagar & V Ramant Prentice Hall			3

4.c List of E - Books (E – Symbol for E-Books) to be Referred by Students

Sr. No	E- Book Titles	Auth or/s	Publis her	Editio on	Mod ule Nos.
1	https://play.google.com/books/reader?id=tsP15h9gr8MC&printsec=frontcover&output=reader&hl=en&pg=GBS.PR7.w.2.1.0				
2	https://play.google.com/books/reader?id=F1zbUaBtk7IC&printsec=frontcover&output=reader&hl=en&pg=GBS.PP1				

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4.d

Web Links and Names of Magazines, Journals, E-journals– [VIT is member of IIT Bombay Library]

Refer online journals subscribed in VIT library. You can also access IIT Bombay online library for journals from IITB campus.

Sr. No.	Web-Links and Names of Journals and E-Journals Recommended to Students for this Course	Web-Links and Names of Magazines Recommended to Students for this Course	Module Nos.
1	https://www.tutorialspoint.com/dbms	www.tutorialspoint.com	1
2	http://www.inderscience.com/jhome.php?jcode=ijecrm	http://www.inderscience.com	2
3	https://www.tutorialspoint.com/dbms/	DBMS tutorials	3
4	https://www.w3schools.in/dbms	DBMS tutorials	3
5	https://www.webopedia.com/TERM/E/ERP.html	ERP free weekly newsletter	2

4.e

Module Best Available in - Tick the best resource [from 4.a to 4.d in this AAP] & give details

Module No.	Category (Please Tick Mark) - √						Available In VSIT Library?		Details of the Resource (i.e. Name, Chapter & Page No., etc.)
	Book			Maga-zine	Journals		Y	N	
	Text	Reference	E-Book		Regular	E-Journal			
1	✓								Computer Fundamentals
2	✓								https://www.gcflearnfree.org/word2010/
3	✓	✓							https://www.gcflearnfree.org/excel2010/
4	✓	✓							
5									

4.f

Web Links for Online Notes/YouTube/VSIT Digital Content/VIT Lecture Capture/NPTEL Videos

Students can view lectures by VSIT professors, captured through LMS 'Lecture Capture' in VIT campus for previous years.

No.	Websites / Links	Module Nos.
1	Online Notes and PPTs (live.edu.vsit.in)	1-4

4.g

Recommended MOOC Courses like Coursera / NPTEL / MIT-OCW / edX etc.

Sr. No.	MOOC Course Link	Course conducted by – Person / University / Institute / Industry	Course Duration	Certificate (Y / N)
1	http://spoken-tutorial.org/	Spoken Tutorial on Introduction to Computers, Libre Office Writer, Calc and Impress	2 hrs each	Y

4.h Recommended Value Added Courses (VAC)

Sr. No.	Name of the Value Added Course	Conducted by – Person / Institute / Industry	Course Duration	Certificate (Y / N)
1	Tally ERP 9 with GST	VSIT	2 months	Y

4.i Study Material Distributed among Students

Tick if distributed among students					
GQ	Notes	Digital Content	PPT	EQ (updated till the Last Exam)	Other (Write Details)
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	

5. Consolidated Course Lesson Plan

	From (date/month/year)	To (date/month/year)	Total Number of Weeks
Semester Duration	11/06/2018		15

Week	Lecture no.	Module No.	Lecture Topics / IA 1 and IA 2 / BSA planned to be covered	Actual date of Completion	COs	Recommended Prior Viewing / Reading	
						Lecture No. (on LMS)	Chapter No. / Page Nos. / Books/ Web Site
1	1	1	Introduction to Syllabus		1		
	2	1	Introduction to Basic Excel		1		
	3	1	Concept of Pivot Table		1		
2	4	1	Concept of Advanced Formulae		1		
	5	1	Practical on Advanced Formulae		1		
	6	1	Concept of V-Lookup		1		
3	7	1	Concept of H-Lookup		1		
	8	1	Practical on H-Lookup		1		

	9	1	Concept of Inserting an excel sheet in word document		1		
4	10	1	Practical on Inserting an excel sheet in word document		1		
	11	1	Concept of Modifying an inserted Excel worksheet		1		
	12	2	Concept of Inserting a linked Excel chart in a Word Document		2		
5	13	2	Practical on Inserting a linked Excel chart in a Word Document		2		
	14	2	Concept of Inserting Graphics		2		
	15	2	Practical on Inserting Graphics		2		
6	16	2	Concept of Database and DBMS		2		
	17	2	Types of Database		2		
	18	2	Concept of Relational and Flat-file Database		2		
	19	2	Concept of Tables		2		
7	20	2	Practical on Tables		2		
	21	2	Concept of Fields		2		
	22	2	Practical on Fields		2		
8	23	2	Concept of Primary Key		2		
	24	2	Concept of Secondary Key		2		
	25	3	Practical on Entities and Key		3		
	26	3	Practical on Entities and Key		3		
9	27	3	Introduction to MS Access		3		

	28	3	Features of MS Access		3		
	29	3	Advantages of MS Access		3		
10	30	3	Concept of Database and DBMS		3		
	31	3	Practical on Creating Database in Ms-Access		3		
	32	3	Revision of Unit II		3		
11	33	3	Concept of ERP		3		
	34	3	Features of ERP		3		
	35	3	Advantages of ERP		3		
12	36	3	Concept of SCM Features of CRM		3		
	37	4	Advantages of CRM		4		
	38	4	Sales Force Automation – SFA		4		
13	39	4	Viva/ Students' Activity on Unit III		4		
	40	4	Concept of Online Banking		4		
	41	4	Features of Online Banking		4		
14	42	4	Concept of NEFT		4		
	43	4	Concept of RTGS		4		
	44	4	Concept of IMPS		4		
	45	4	Advantages of E-Banking		4		

15	46	4	Online Banking Security Issues		4		
	47	4	Online Trading Software		4		
	48	4	Online Banking Software		4		
	49	4	Viva/ Students' Activity on Unit IV		4		
	50	4	Revision		4		

6. Rubric for Grading and Marking of Term Work (inform students at the beginning of semester)

Lecture + Practical (% Attendance) & Marks	Assignments	Tutorial	Lab / Practical Performance	Lab Journal Assessment	Class Tests (Other than IA)	Class participation	Other (2) specify	Total
						5		5

7. Assignments / Tutorials Details (must attach print out of all questions together with AAP)

Assignment No.	Title of the Assignments / Tutorials	CO Map	Assignments given to Students on	Date of Submission
1	Advanced Spread Sheet	1	3 rd week	4 th week
2	DBMS	2	5 th Week	7 th week
3	Modern E Business Software Systems	3	8 th week	9 th week
4	Other Emerging Technologies	4	10 th week	11 th week

Analysis of Assignment / Tutorial Questions and Related Resources

Assignment No.	Week No.	Type* (✓)			Module No.	Based on #			Question Type (✓)	
		R	UQ	OBT		Text Book	Reference Book	Other Learning Resource	MU EQ	Thought Provoking
1	3rd	✓			1	(✓)				
2	5th	✓			2	(✓)	(✓)			
3	8th	✓			3	(✓)	(✓)			
4	10th	✓			4	(✓)	(✓)			

* Tick (✓) the Type of the Assignment: Regular (R); Unannounced Quiz (UQ); Open Book Test for TY/SY/MASTERS (OBT)

Write number for Text book, reference book, other learning resource from this AAP—from Points 4.a to 4.d

8.

Internal Assessment / Other Class Test / Open Book Test (OBT)/Take Home Test (THT) Details

Tests	Test Dates	Module No.	CO Map	IA Question Paper Pattern	Policy
1 st IA Test	7 th Week			Q1 – MCQ - 10 Marks Q2 – 1 numerical 5 Marks Q3 – 1 numerical 5 Marks 20 marks each for IA 1 & 2	No IA Re-test
2 nd IA Test					IA is a Head of passing *
Pop Quiz					
Open Book Test					
Take Home Test					
Class tests / prelims					
Class tests / prelims					
Any other test/exams					

* IA failures will have to appear for re-test in next semester

9.a

Practical Activities – Regular Experiments

Practical No.	Module No.	Title of the Regular Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1	1.	Practical on Basic Functions in Excel			

2	1.	Practical on financial functions in Excel			
3	1.	Practical On H-Lookup& V-Lookup			
4	1.	Practical On Pivot Table & Pivot Chart			
5	2.	Practical On Different Data types on Ms-Access.			
6	2.	Practical on Creation of Database in Ms-Access.			
7	3.	Practical On Creation of Query in Ms-Access.			
8	4	Practical on emerging Trends in E-commerce.			

9.b Practical Activities – Newly Added Experiments

Practical No.	Module No.	Title of the Newly Added Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1					
2					

9.c Practical Activities – PBL Experiments

Practical No.	Module No.	Title of the PBL Experiments	Concepts to be highlighted	CO Map	Audit / Quality (0 to 4)
1					
2					

10. Beyond Syllabus Activities for Gap Mitigation

No.	Type of the Activity	Activities	Details – no of attendees, guest, feedback, mark sheet, report
1	Interaction with Outside World	Guest Lecture / Workshops	Yes on topic DBMS
2		Industrial Visit	
3	Test and Assessments	Class Tests – (other than IA)	(Objective test on Each unit)
4		Mini Projects	Creation of students database in MS-Access
5		Pop Quiz	
6		Mobile App Based Quiz	

7		Open Book Test	Yes
8		Take Home Test	Yes
9	Collaborative and Group Activity	Poster Presentation	
10		Minute Papers	Excel functions
11		Students Seminar	
12		Students Debates	Current emerging trends in E-commerce
13		Panel Discussion / Mock GD	
14		Mock Interview	
15	Co-curricular Courses	MOOC-NPTEL/Courser Videos	Yes
16		Value Added Courses	
17		Lecture Capture Usage	YES

*** Do not delete any activity. Give details for planned events. Write 'NA' for activity Not Planned.**

Consolidated Academic Administration Plan Prepared by (mention all theory teaching faculty names with signature)

SWAPNA KADAM

Faculty 1 Name (Sign.)

Faculty 2 Name (Sign.)

Faculty 3 Name (Sign.)

External Industry Mentor (Sign.)

External Academic Mentor (Sign.)

VSIT Cluster Mentor Name (Sign.)

Head of Dept. (Sign.)

CO 4												
CO 5												

1.d Mapping of COs with PSOs (mark S: Strong, M: Moderate, W: Weak, Dash '-':not mapped)

	PSO 1	PSO 2	PSO 3	PSO 4
CO 1				
CO 2				
CO 3				
CO 4				
CO 5				

1.e Teaching and Examination Scheme (As specified by the University) for the Course

Categories	Mathematics	Computing / IT / Electronics	Humanities & Soft Skill	Social Sciences	Commerce	Management	Multidisciplinary
Tick suitable category						✓	

Subject Code	Subject Name	Teaching Scheme			Credits Assigned			
		Theory	Practical	Tutorial	Theory	TW/Practical	Tutorial	Total
	Debt Markets-I	75	--	--	3	-	-	3

Subject Code	Subject Name	Examination Scheme							
		Theory Marks IA Test			End Sem. Exam Marks	TW	Practical	Oral	Total
		IA 1	IA 2	SUM of IA1 and IA2					
	Debt Markets-I	20	5	25	75	-	-	-	100

1.f Faculty-Wise Distribution of all Lecture-Practical-Tutorial Hours for the Course

Divisions	Lecture (Hrs.)	Practical (Hrs.)				Tutorial (Hrs.)			
		Batch 1	Batch 2	Batch 3	Batch 4	Batch 1	Batch 2	Batch 3	Batch 4
B	3.33	-	-	-	-	-	-	-	-

1.g Office Hours (Faculty will be available in office in this duration for solving students' query)

Division	Day	Time (at least 1 Hr. / Division)	Venue (Office Room No.)
B	Thursday	4pm to 5m	Well

2.a Syllabus : Module Wise Teaching Hours and % Weightage in University Question Paper

Module No.	Module Title and Brief Details	Teaching Hrs. for each	% Weightage in University

		module	Question Papers
1	Introduction to Debt Market	60*50 MIN/60=12.5	25%
2	Instrument and Players in Debt market	60*50 MIN/60=12.5	25%
3	Bonds	60*50 MIN/60=12.5	25%
4	Valuation of Bonds	60*50 MIN/60=12.5	25%
* Insert rows for more modules in the Course		Total	100
		60	100

2.b Prerequisite Courses

No.	Semester	Name of the Course	Topic/s
1	1	OC-SYJC	Commerce and Understanding of Business

2.c Relevance to Future Courses

No.	Semester	Name of the Course
1		B.Com, M.Com.
2		MBA

2.d Real Life Application Mapping – Mention Application from Very Common Day to Day Life

No.	Real Life Application Mapping with the Course
1	Understand and apply the basic principal and understanding Debt market and its Instruments.
2	How the Bond Market works and how to Raise Money through it.
3	Understanding the system and Regulatory framework need to be followed for raising money.

3. Past Results – Division-Wise and Topic-Wise Result Based Analysis

Details	Target – March 2018	March-2017	March- 2016	March 2015
Course Passing % – Average of 3 Divisions	100%			
Marks Obtained by Course Topper (mark/100)				

	Division A		Division B		Division C	
Year	Initials of Teacher	% Result	Initials of Teacher	% Result	Initials of Teacher	% Result
March-2017						

March-2016						
March-2017	SGG	96%				

Topics which affect results negatively	Module Number	Recommendations to overcome these issues & improve result in future
Managing Financial system Design	4	Continuous reading and writing practice and more Questions solving practice

4 All the Learning Resources – Books and E-Resources

4.a List of Text Books (T – Symbol for Text Books) to be Referred by Students

Sr. No	Text Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Debt Markets-I	Dr. V.S Kannan	Manan Prakashan		1 to 4
2	Debt Markets-I	Vaibhav Ashar	Manan Prakashan		1-4
3					
4					
5					

4.b List of Reference Books (R – Symbol for Reference Books) to be Referred by Students

Sr. No	Reference Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Bond and Money Markets	Moorad Choudhary	Palgrave		
2	Debt Markets and Analysis, +	Stafford Johnson	Bloomberg press		
3					2
4					
5					
6					

4.c List of E - Books (E – Symbol for E-Books) to be Referred by Students

Sr. No	E- Book Titles	Author/s	Publisher	Edition	Module Nos.
1	https://www.amazon.com/Debt-Markets-Analysis...Financial-				

	<i>ebook/.../BOOBXMAWA</i>				
2					
3					
4					

4.d Web Links and Names of Magazines, Journals, E-journals – [VIT is member of IIT Bombay Library]

Refer online journals subscribed in VIT library. You can also access IIT Bombay online library for journals from IITB campus.

Sr. No.	Web-Links and Names of Journals and E-Journals Recommended to Students for this Course	Web-Links and Names of Magazines Recommended to Students for this Course	Module Nos.
1	https://www.safaribooksonline.com/library/view/debt-markets-and/9781118235430/		1-2
2	https://onlinelibrary.wiley.com/doi/book/10.1002/9781118371961		1-4
3			3-4

4.e Module Best Available in - Tick the best resource [from 4.a to 4.d in this AAP] & give details

Module No.	Category (Please Tick Mark) - √						Available In VIT Library?		Details of the Resource (i.e. Name, Chapter & Page No., etc.)
	Book			Magazine	Journals		Y	N	
	Text	Reference	E-Book		Regular	E-Journal			
1	✓	✓					✓		
2	✓	✓					✓		
3	✓	✓					✓		
4	✓	✓					✓		

4.f Web Links for Online Notes/YouTube/VIT Digital Content/VIT Lecture Capture/NPTEL Videos

Students can view lectures by VIT professors, captured through LMS 'Lecture Capture' in VIT campus for previous years.

No.	Websites / Links	Module Nos.
1	Soft Copy Notes	1-4
2	Case Studies notes	1-4
3	Graded Questions	1-4

4.g Recommended MOOC Courses like Coursera / NPTEL / MIT-OCW / edX etc.

Sr. No.	MOOC Course Link	Course conducted by – Person / University / Institute / Industry	Course Duration	Certificate (Y / N)
1				

4.h Recommended Value Added Courses (VAC)

Sr. No.	Name of the Value Added Course	Conducted by – Person / Institute / Industry	Course Duration	Certificate (Y / N)
1				

4.i Study Material Distributed among Students

Tick if distributed among students					
GQ	Notes	Digital Content	PPT	EQ (updated till the Last Exam)	Other (Write Details)
<input checked="" type="checkbox"/>			<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	

5. Consolidated Course Lesson Plan

	From (date/month/year)	From (date/month/year)	Total Number of Weeks
Semester Duration	December 2017	March 2018	13

Week	Lecture no.	Module No.	Lecture Topics / IA 1 and IA 2 / BSA planned to be covered	Actual date of Completion	COs	Recommended Prior Viewing / Reading	
						Lecture No. (on LMS)	Chapter No. / Page Nos./ Books/ Web Site
1	1	I	Introduction to Debt Markets		CO1		
	2		Meaning and Features of Debt Market		CO1		
	3		Debt Market structure in India		CO1		
	4		Role and Importance of Debt Market		CO1		
2	5		Advantage & Disadvantage of Debt Market		CO1		
	6		Participants in Indian Debt Market		CO1		
	7		Evolution of Indian Debt Market		CO1		
	8		Role of RBI in Primary Debt Market		CO1		

3	9	Role of RBI in Secondary Debt Market		CO1		
	10	RBI as the Regulator of Debt Market and its Major Dilemmas		CO1		
	11	Government Securities Act-2007		CO1		
	12	H.R. Khan Committee Report on Corporate Debt Market -2015		CO1		
4	13	Open Market Operation		CO1		
	14	Features and open Market operation		CO1		
	15	Case Studies		CO1		
	16	Introduction to Debt Market Instrument		CO2		
5	17	Features and classification of Debt Market		CO2		
	18	Types of Debt Market Instruments		CO2		
	19	New Debt Market Instruments		CO2		
	20	Players in Debt Market		CO2		
6	21	Primary Dealers and Eligibility conditions for PDS		CO2		
	22	Primary Dealers Role		CO2		
	23	Facilities from RBI to PDs		CO2		
	24	Primary dealers Regulation		CO2		
7	25	Role of PD in Issue of debt market		CO3		
	26	Primary Dealers Association of India		CO3		

	27		Clearing Corporation of India Limited		CO3		
	28		Securities Trading Corporation of India Limited		CO3		
8	29		Fixed Income Money Market and Derivatives Association		CO3		
	30		Case Studies		CO3		
	31	III	Introduction to Bond and Meaning		CO4		
	32		Features of Bonds		CO4		
9	33		Types of Bonds		CO4		
	34		Bonds Market in India		CO4		
	35		RBI Guidelines to develop Bond Market		CO4		
	36		Introduction to Bond Rating & Meaning		CO4		
10	37		Importance of Credit Rating		CO4		
	38		Bond Rating		CO4		
	39		Nature of Bond Credit Rating		CO4		
	40		Functions of Credit Rating Agency		CO4		
11	41		Merits and Demerits of Credit Ratings		CO4		
	42		Credit Rating agencies in India		CO4		
	43		Credit Rating Process		CO4		
	44		Rating Methodology		CO4		

12	45		Rating Symbols and Meaning		CO4		
	46	IV	Introduction To Bond valuation		CO5		
	47		Reasons for Time value of Money		CO5		
	48		Valuation Concepts		CO5		
13	49		Technique of Time value of Money		CO5		
	50		Bond with Annual interest Payments		CO5		
	51		Bond with Annual interest Payments		CO5		
	52		Factors affecting Bond Prices		CO5		
14	53		Introduction to Yield Curve		CO5		
	54		Bond Yield Measures		CO5		
	55		Bond Yield Measures		CO5		
	56		Interest Rate Risk		CO5		
15	57		Types of Interest Rate Risk		CO5		
	58		Theories of Term Structure of Interest Rates		CO5		
	59		Case studies		CO5		
	60		Revision		CO5		

6. Rubric for Grading and Marking of Term Work (inform students at the beginning of semester)

Lecture + Practical (% Attendance) & Marks	Assignments	Tutorial	Lab / Practical Performance	Lab Journal Assessment	Class Tests (Other than IA)	CLASS PARTICIPATION	Other (2) specify	Total
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7. Assignments / Tutorials Details (must attach print out of all questions together with AAP)

Assignment No.	Title of the Assignments / Tutorials	CO Map	Assignments given to Students on	Date of Submission
1	Introduction to Debt Markets	1	Lecture no 4	After 4 Lecturers
2	Instruments and Players in Debt Markets	2	Lecture no18	After 4 Lecturers
3	Bonds	3	Lecture no30	After 4 Lecturers
4	Valuation of Bonds	4	Lecture no48	After 4 Lecturers

Analysis of Assignment / Tutorial Questions and Related Resources

Assignment No.	Week No.	Type* (√)			Module No.	Based on #			Question Type (√)	
		R	UQ	OBT		Text Book	Reference Book	Other Learning Resource	MU EQ	Thought Provoking
1										
2										
3										
4										

* Tick (√) the Type of the Assignment: Regular (R); Unannounced Quiz (UQ) ; Open Book Test for TY/SY/MASTERS (OBT)

Write number for Text book, reference book, other learning resource from this AAP – from Points 4.a to 4.d

8. Internal Assessment / Other Class Test / Open Book Test (OBT)/Take Home Test (THT) Details

Tests	Test Dates	Module No.	CO Map	IA Question Paper Pattern	Policy
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1 st IA Test				Q1 – MCQ - 10 Marks Q2 – 1 numerical 5 Marks Q3 – 1 numerical 5 Marks 20 marks each for IA 1 & 2	No IA Re-test
2 nd IA Test					IA is a Head of passing *
Pop Quiz		1, 2, 3 & 4			
Open Book Test		2 & 4			
Take Home Test		1,2,3,&4			
Class tests / prelims					
Class tests / prelims					
Any other test/exams					

* IA failures will have to appear for re-test in next semester

9.a Practical Activities – Regular Experiments

Practical No.	Module No.	Title of the Regular Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1					
2					
3		NA			
4					
5					
6					
7					
8					
9					
10					

9.b Practical Activities – Newly Added Experiments

Practical No.	Module No.	Title of the Newly Added Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1					
2					

9.c Practical Activities – PBL Experiments

Practical No.	Module No.	Title of the PBL Experiments	Concepts to be highlighted	CO Map	Audit / Quality (0 to 4)
1	1	To search out which would be better investment instrument option	Debt Instrument & Dealers	CO2	4
2	2	How to go for various Investment analysis if Investing in Debt Instruments	Types of Bonds and Valuation	CO3 & 4	4

10. Beyond Syllabus Activities for Gap Mitigation

No.	Type of the Activity	Activities	Details – no of attendees, guest, feedback, mark sheet, report
1	Interaction with Outside World	Guest Lecture / Workshops	
2		Industrial Visit	
3	Test and Assessments	Class Tests – (other than IA)	Class room test would be taken after every unit
4		Mini Projects	Mini Project would be given on issue of Bondss
5		Pop Quiz	Quiz will be conducted After completion of Two units
6		Mobile App Based Quiz	
7		Open Book Test	Open book test
8		Take Home Test	
9	Collaborative and Group Activity	Poster Presentation	
10		Minute Papers	
11		Students Seminar	
12		Students Debates	Debates in group
13		Panel Discussion / Mock GD	
14		Mock Interview	
15	Co-curricular Courses	MOOC-NPTEL/Coursera Videos	As and when desired
16		Value Added Courses	
17		Lecture Capture Usage	

18		Class Activity	Lecture 45
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*** Do not delete any activity. Give details for planned events. Write 'NA' for activity Not Planned.**

Consolidated Academic Administration Plan Prepared by (mention all theory teaching faculty names with signature)

Santosh Gupta

Faculty 2 Name (Sign.)

Faculty 3 Name (Sign.)

External Industry Mentor (Sign.)

External Academic Mentor (Sign.)

VSIT Cluster Mentor Name (Sign.)

Head of Dept. (Sign.)

VIDYALANKAR SCHOOL OF INFORMATION TECHNOLOGY

Date : / 08/2018 Semester Examination (Oct. 2019) Time:2.30hr
S.Y.BFM. – SEM - III Subject: Equity Market 1 Marks

Solution

1) A Choose the Correct answer:

- 1) Primary Market
- 2) RBI
- 3) IDR
- 4) 2008
- 5) Right Issue
- 6) Sector
- 7) SEBI
- 8) Dematerialization
- 9) T+2
- 10) Money Market

B) Full Form:

- 11) Further/Follow on Public Offer
- 12) Employee Stock Option Plan
- 13) Applications Supported by Blocked Amount
- 14) Multi Commodity Exchange
- 15) Over The Counter Exchange of India
- 16) National Exchange for Automated Trading
- 17) foreign currency convertible bond
- 18) Central Depository Services (India) Ltd
- 19) Sensitivity Index
- 20) Return on Investment

Q2) A) Explain the factors responsible for growth of capital market?

There had been considerable growth in the capital market in India . The following are the factors responsible for the growth of capital markets in India:

1. growth of stock exchange in India: the origin of capital market in India started from 1875 by the establishment of Bombay stock exchange (BSE). formerly called as the native share and stock broker's association. at present there are 24 stock exchange in India. BSE is the oldest stock exchange and NSE is the largest stock exchange in India. NSE established in 1994 and in terms of volume its thirds largest stock exchange in the world. the stock market in India facilitates - listing of securities & trading in securities

2. growth of financial institutions: a no of fi are operating their business in India such as UTI.LIC,GIC, EXIM bank,SIDBI, IFCI,IDBI etc. it contributed imp role for development of capital market - provides medium to large term funds, refinancing commercial banks, equity participation of shares issued by public companies, provides merchant banking facilities

3. growth of mutual funds: mutual fund company collect the fund from savers people and then invest in primary and secondary market in diversified pattern. number of company are providing mutual fund service like UTI mutual fund, icici mutual fund etc.

4. growth of merchant banking services in India: they provides no of services to corporate sector advice to project finance, merger and acquisition, loan syndication, financial restructuring, advise regarding the capital issue, portfolio management

5. development of venture capital funds: v c mean financial investment in a highly risky project made in the hope of earning a high rate of return. the economic liberalization in India post 1991 appears to have a boost to the venture capital movement in India. which in turn to provide medium and long term funds to those firm from the primary market and by way of loans from financial institutions and banks.

6. development of credit rating agency: the development of credit rating agencies gave a boost to capital market in India. CRISIL the first credit rating agency in India was set up in 1987 . at present there are others credit rating agency such as CARE and ICRA. credit rating agency provides rating to credit instrument issued to corporate firms. investor rely on credit rating and invest in the companies and thus firm can obtain medium and long term funds

7. setting up SEBI: sebi perform the important functions like

- *regulates the working of mutual fund
- * regulated the working of stock broker and sun broker
- *regulate the merchant banking services
- * protection of investor interest etc.

8. National securities clearing corporations: it was set up in 1996 to guarantee all trades on national stock exchange . NSCC interpose between the parties to the trade at the nse. example. when A and B make a trade then NSCC interpose between them. in other words if A was supposed to buy from B then NsCC buys from B and then still to A . if either A or B default the NSCC still meet the obligation for the other round of the trade. thus every trad takes place in freed from the risk of counter party defaulting. this in turn avoids payment crisis on the NSE.

Q2 B) Elaborate the powers and function of SEBI

SEBI (Securities and Exchange Board of India) is an apex institution for investment in India. Let's know about functions of SEBI :

Functions of SEBI:

We can classify the functions of SEBI into three categories:-

1. Protective functions
2. Developmental functions
3. Regulatory functions

1. Protective Functions:

As the name suggests, the main focus of this function of SEBI is to protect the interest of investor and security of their investment as protective functions SEBI performs following functions:

(i) SEBI checks Price Rigging:

Price Rigging means some people manipulate the prices of securities for inflation or depressing the market price of securities. SEBI prohibits such practice to avoid fraud and cheating which can happen to any investor.

(ii) SEBI prohibits Insider trading:

Any person which is connected with a company such as directors, promoters, workers etc is called Insiders. Due to working in the company they have sensitive information which affects the prices of the securities. Such information is not available to people at large but Insider gets this key full knowledge by working in such company. Insider can use this information for their personal benefits or make a profit from it, such process is known as Insider Trading.

(iii) SEBI prohibits fraudulent and Unfair Trade Practices: SEBI always restricts the companies which make misleading statements which are likely to induce the sale or purchase of securities by any other person.

(iv) SEBI sometimes educate the investors so that become able to evaluate the securities and always invest in profitable securities.

(v) SEBI issues guidelines to protect the interest of debenture holders.

2. Developmental Functions:

Under developmental categories following functions are performed by SEBI:

(i) SEBI promotes training of intermediaries of the securities market.

(ii) SEBI tries to promote activities of stock exchange by adopting a flexible and adaptable approach in following way:

3. Regulatory Functions:

These functions are performed by SEBI to regulate the business in stock exchange. To regulate the activities of stock exchange following functions are performed:

(i) SEBI has framed rules and regulations and a code of conduct to regulate the intermediaries such as merchant bankers, brokers, underwriters, etc.

(ii) These intermediaries have been brought under the regulatory purview and private placement has been made more restrictive.

(iii) SEBI registers and regulates the working of stock brokers, sub-brokers, share transfer agents, trustees, merchant bankers and all those who are associated with stock exchange in any manner.

(iv) SEBI registers and regulates the working of mutual funds etc.

Other Functions

1. Registering and regulating the working of stock brokers, sub-brokers, share transfer agents, bankers to issue, trustees of the trust deed, registrars to an issue, merchant bankers, underwriters, portfolio managers, investment adviser and such other intermediaries who may be associated with securities markets in any manner.

2. Registering and regulating the working of Venture Capital Funds and collective investments schemes including mutual funds. Etc.

OR

2A) Explain in details the organized Financial Market and Unorganised financial market.

Organized market/sector	Unorganized market/sector
1. Meaning: The financial market where financial transaction takes place within well-established exchange, orderly structure are called as organized market	The financial market where financial transaction takes place outside the well-established exchange, orderly structure are called as unorganized market
2. Example: Banking and non-banking institution	Indigenous bankers, Chit Funds, Nidhis, Pawn Brokers etc
3. Regulation: It is controlled and regulated by financial regulators like, RBI, SEBI, IRDA Etc	It is less regulated by financial regulators
4. It functions together in a fairly developed money market and capital market	No such coordination under unorganized market

2 B) Elaborate IPO Process

Step 1: Select a Merchant bank

The first step in the IPO process is for the issuing company to choose a merchant bank to advise the company on its IPO and to provide underwriting services.

Step 2: Due diligence and regulatory filings

Underwriting is the process through which an investment bank (the underwriter) acts a broker between the issuing company and the investing public to help the issuing company sell its initial set of shares. An underwriter must draft the following documents:

- Engagement Letter: A letter of engagement typically includes:
- Reimbursement clause:
- Letter of Intent:
- Underwriting Agreement:
- Registration Statement: The registration statement has two parts: The Prospectus – this is provided to every investor who buys the issued security and Private filings – this comprises information which is provided to the SEC for inspection but is not necessarily made available to the public
- Red herring document:

Step 3: Pricing

After the IPO is approved by the SEC, the effective date is decided. On the day before the effective date, the issuing company and the underwriter decide the offer price (i.e. the price at which the shares will be sold by the issuing company) and the precise number of shares to be sold. Deciding the offer price is important because it is the price at which the issuing company raises capital for itself.

Step 4: Stabilization

After the issue has been brought to the market, the underwriter has to provide analyst recommendations, after-market stabilization and create a market for the stock issued.

The underwriter carries out after-market stabilization in the event of order imbalances by purchasing shares at the offering price or below it.

Step 5: Transition to Market Competition

The final stage of the IPO process, the transition to market competition, starts 25 days after the initial public offering, once the “quiet period” mandated by the SEC ends.

Q3 A) Brief the participants in Primary Market.

The important intermediaries/players in the new issue market are: 1. Merchant Bankers (Managers to the Issue) 2. Underwriters 3. Registrars to the Issue 4. Brokers to the Issue 5. Banker to the Issue 6. Syndicate Members.

1. Merchant Bankers (Managers to the Issue):

SEBI regulations 1992 prescribes that all public issues should be managed by at least one merchant banker functioning as Lead manager or Managers to the Issue. “Merchant banker means any person/institution who is engaged in the business of issue management either by making arrangements regarding selling, buying or subscribing to securities as manager, consultant, advisor or rendering corporate advisory services in relation to such issue management.”

2. Underwriters to the Issue:

Underwriters are financial institutions who make a firm commitment that they will take up the shares up to a certain amount if the public does not subscribe to it. This is an agreement with one or more institutions and a guarantee of the marketability of shares. Under writing is mandatory for the Public Issue. Underwriters are appointed by the company in consultation with the managers to the issue. Financial institutions, bankers, members of stock exchanges, investment companies, trusts etc. can act as under writers.

3. Brokers to the Issue:

Brokers are persons authorized to market the issues. Companies can engage any number of brokers to market the new issue. The brokers may engage sub-brokers and they send their own circulars, publicity materials and applications to the clients and follow up the work for canvassing the subscription. Brokers to the issue are not compulsory for public issues, but their expertise and contacts with investors could be used for marketing the issue.

4. Registrars to the Issue (Registrar and Share Transfer (R&T) Agents):

R&T agent plays a significant role in a public issue along with the lead managers. Registrars are persons appointed in consultation with lead managers to assist the issue management functions. Their work relates to pre-issue management, management during the currency of issue, pre- allotment Work, allotment work and post allotment work.

5. Bankers to the Issue:

Bankers to the issue collect the application forms and the money in cash, cheque or ASBA. Depending on the size of the issue there may be many collection centers and many bankers. They are appointed in consultation with lead manager. Infrastructure facilities available, manpower, past experience, location of branches, efficiency and cost effectiveness etc. are parameters for selection of bankers to the issue.

6. Syndicate Members:

The Book Running Lead Managers to the issue appoint the Syndicate Members, who enter the bids of investors in the book building system. Syndicate Members are commercial or investment banks registered with SEBI who also carry on the activity of underwriting in IPO.

3B Role of IDR in Equity Market.

A foreign company can access Indian securities market for raising funds through issue of Indian Depository Receipts (IDRs). An IDR is an instrument denominated in Indian Rupees in the form of a depository receipt created by a Domestic Depository (custodian of securities

registered with the Securities and Exchange Board of India) against the underlying equity of issuing company to enable foreign companies to raise funds from the Indian securities Markets.

The biggest advantage of IDRs is that a foreign company does not have to comply with all the issuing requirements of the country where the securities will be traded, making it easier – and cheaper – for the company to trade in the overseas jurisdiction than if it were to seek a full-fledged listing.

IDRs generally represent fractional ownership of the underlying stock, with each IDR representing one, two, three or even 10 shares. The price of the IDR usually trades close to the value of the underlying shares on a currency-conversion basis, but occasional divergences may give rise to arbitrage opportunities.

Arbitrage is investor opportunity for a simultaneous purchase and sale of an asset with the aim of profiting from an imbalance in the price. The trade exploits the price differences of identical or similar financial instruments on different markets or in different forms. Arbitrage exists as a result of market inefficiencies.

Q3 C) Various Categories of shares traded on stock Exchanges WRT to BSE and NSE.

BSE categories

Bombay Stock Exchange or the **BSE** is the largest stock exchange in India in terms of highest number of companies listed with the stock exchange. If you consider the market capitalization of the companies listed with BSE even then the stock exchange is the largest in the country. There are thousands of companies listed at the stock exchange and they are divided into different categories depending on various factors including market capitalization, parameters set by the Securities and Exchange Board of India or the SEBI, number of years of listing at the exchange, equity capital of the company, liquidity of the company and so many other factors.

Primarily there are five groups in which the listed stocks are divided and they are A, B, T, Z, and F. The 'A' group comprises stocks that have fairly good growth rate. These companies offer dividend to the investors and have good capital appreciation over the time. The stocks that are listed with 'A' category have the facility to carry forward to the next settlement cycle. This is an advantage from the margin and derivative trading point of view. The category 'B' is basically a subset of all the listed stocks and the stocks listed in this category have greater market capitalization than the rest of the stocks. The trading of the stocks that are listed in the 'T' category needs to be settled on the very trading day and the deals can not be carried forward. This is done by BSE to restrict any unwanted movement in these scripts. The stocks in the 'Z' group are marked for not complying with the rules and regulations of the stock exchange and these stocks are often suspended from trading. The 'F' group is reserved for the stocks listed at the debt market.

NSE categories

NSE or the National Stock Exchange is one of the largest stock exchanges in India. In fact it is the biggest in terms of daily trading and turn over. It is being speculated that the National

Stock Exchange will surpass the Bombay Stock Exchange in terms of market capitalization within 2010. There are thousands of companies that are listed with the NSE and they are divided into different categories primarily depending on market capitalization.

Primarily the stocks that are listed in the **National Stock Exchange** are divided into three different categories on the basis of the market capitalization – large cap, mid cap and the small cap. There are certain criteria that are decided by the NSE authorities to determine which stocks will fall in the large cap segment and which one will come under the small cap category. Another category is

- Listed Securities and
- Allowed to trade

Q3 B) Technical Analysis and Methods of Technical Analysis:

Technical Analysis:

Technical analysis is a method to predict the future behavior of securities, with the use of past data. Such data can cover a wide range of variables, from prices to volumes generated in a security. Technical analysis is primarily associated with stocks, but this can be used for quite a few types of securities. The data and analysis using several parameters are then used to take a call on future prices of securities.

Methods of Technical Analysis:

Technical analysis is the study of the market movement, most often through charts, done to forecast future pricing movement. The term “market movement” incorporates three major sources of information available to a technical analyst, namely: price, volume, and open interest (applicable to futures markets). Let’s develop these three major postulates on which a technical analysis is based:

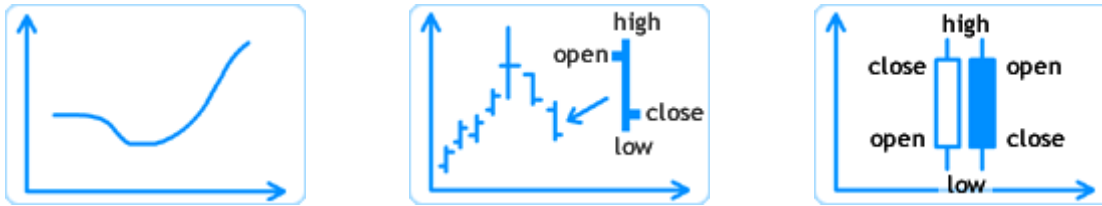
1. Rate (price) accounts for everything. Any factor affecting the price (economic, political, or psychological) is already accounted for by the market and included in the price. Therefore to make forecasts, studying price charts is all that is needed.
2. Price movement is subject to trends (price movement direction). The main aim of studying price performance charts is to identify these trends at early stages of their development and trade according to their projected dynamic performance.
3. History repeats itself. The rules which held in the past also hold now and will hold in the future

The Major Types of Charts

1. Linear – the linear chart only shows the closing prices for every consecutive period. It is recommended for reviewing short periods (up to several minutes).
2. Bar chart – the bar chart shows maximum price (the top of the column), minimum price (the lower part of the column), the opening price (sideway lines to the left of the

column) and the closing price (sideway lines to the right of the column). It is recommended for reviewing time periods of 5 minutes and more.

3. Candlestick – it is built like the bars chart.



Q4) Clearing and Settlement Procedure:

The clearing process involves determination of what counter-parties owe, and what counter-parties are due to receive on the settlement date. It is essentially the process of determination of obligations, after which the obligations are discharged by settlement. To illustrate, the clearing and settlement process for transactions in securities on NSE is presented.

Several entities, like clearing corporation, clearing members, custodians, clearing banks, depositories, are involved in the process of clearing. The roles of each of these entities are explained below:

i) Clearing Corporation:

The clearing corporation is responsible for post-trade activities of a stock exchange. Clearing and settlement of trades and risk management are the central functions for a clearing corporation.

ii) Clearing Members: Clearing members can be of two types: (i) those who are trading as well as clearing members; these members trade as well as take the responsibility to settle their trades, and (ii) those who act only as clearing members; these members do not trade but take on the responsibility to settle the trades of other trading members. They are responsible for settling their obligations as determined by the clearing corporation. They have to make available funds and/or securities in the clearing account or pool account, as the case may be, to meet their obligations on the settlement day.

iii) Custodians: Custodians are clearing members but not trading members. They settle trades on behalf of other trading members. A trading member may assign a particular trade to a custodian for settlement. The custodian is required to confirm whether he is going to settle that trade or not. If it confirms to settle that trade, then clearing corporation assigns that particular obligation to that custodian and the custodian is required to settle it on the settlement day.

iv) Clearing Banks: Clearing banks are a key link between the clearing members and clearing corporation for funds settlement. Every clearing member is required to open a dedicated clearing account with one of the clearing banks. Based on the clearing member's obligation as determined through clearing, the clearing member makes funds available in the clearing account for the pay-in and receives funds in case of a pay-out.

v) Depositories: Depository helps in the settlement of the dematerialised securities. It holds dematerialised securities of the investors in the beneficiary accounts. Each clearing member is required to maintain a clearing pool account with all the depositories. Separate accounts are required to be opened for the settlement of trades on different stock exchanges.

Q4B) Fundamental Analysis VS Technical Analysis

	Fundamental Analysis	Technical Analysis
Basic Principle	It analyses all the factors that can affect the stock price of a company in future like financials, management, industry etc. It evaluates the intrinsic value of the company to find whether the stock is under-priced or over-priced.	It reads the past charts, patterns and trends of the stocks to predict its future price movement.
Time Frame	This approach is used for long-term investments.	This approach is used for short-term investments.
Data Sources	It gathers data from financial statements of the company along with other economic news sources.	It gathers data from the stock charts.
Indicators	It studies assets, liabilities, earnings, expenses etc. It also uses various fundamental indicators like PE ratio, PB ratio, debt/equity ratio, ROE etc.	It uses charts like candle sticks, price data etc. Various technical indicators that are commonly used are MACD, Simple moving average, EMA, RSI etc.
Methodology Used	It studies the financial data like balance sheet, profit and loss statements and cash flow statements. It also examines other factors while evaluating the stocks like competitors, company's management, industry, economy etc. Fundamental analysis focuses on both past performance and future potential.	It studies the market movement and public psychology. It is mostly the analysis of the past price movements of the stock. Technical analysis focuses on the performance chart and trends of the stock.
Strategy:	This is used to find the intrinsic value of the company to evaluate whether the stock is overpriced or under-priced.	This is used to find the right entry and exit time from the stock.

OR

Q4C) Listing of securities and its objectives:

Listing means the admission of securities of a company to trading on a stock exchange. Listing is not compulsory under the Companies Act 2013/1956. It becomes necessary when a Public Limited Company wants to issue shares or debentures to the public. When securities are listed on a stock exchange, the company has to comply with the requirements of the exchange.

The listing provides an exclusive privilege to securities on the stock exchange. Only listed shares are quoted on the stock exchange. Stock exchange provides transparency in transactions of listed securities and equality and competitive conditions. Listing is beneficial for the company, to the investor, and to the public at large.

Objectives of listing

- To provide liquidity to securities
- To provide a mechanism for effective control and supervision of trading
- To mobilize savings for economic development
- To provide free negotiability to stocks.
- Ability to raise further capital

Q4 D) Detailed Note on BSE

The Bombay Stock Exchange (BSE) is the first and largest securities market in India and was established in 1875 as the Native Share and Stock Brokers' Association. Based in Mumbai, India, the BSE lists close to 6,000 companies and is one of the largest exchanges in the world, along with the New York Stock Exchange (NYSE), NASDAQ, London Stock Exchange Group, Japan Exchange Group, and Shanghai Stock Exchange.

The BSE has helped develop the country's capital markets, including the retail debt market, and helped grow the Indian corporate sector.

Breaking Down Bombay Stock Exchange (BSE)

In 1995, the BSE switched from an open-floor to an electronic trading system. There are more than a dozen electronic exchanges in the U.S. alone with the New York Stock Exchange (NYSE) and Nasdaq being the most widely known. Today electronic systems dominates the financial industry overall, offering fewer errors, faster execution, and better efficiency than traditional open-outcry trading systems.

Securities that the BSE lists includes stocks, stock futures, stock options, index futures, index options, and weekly options. The BSE's overall performance is measured by the Sensex, an index of 30 of the BSE's largest stocks covering 23 sectors.

Q5 A) Need to strength equity markets.

Stock market is an important part of the economy of a country. The stock market plays a pivotal role in the growth of the industry and commerce of the country that eventually affects the economy of the country to a great extent. That is reason that the government, industry and even the central banks of the country keep a close watch on the happenings of the stock market. The stock market is important from both the industry's point of view as well as the investor's point of view.

Whenever a company wants to raise funds for further expansion or settling up a new business venture, they have to either take a loan from a financial organization or they have to issue shares through the stock market. In fact the stock market is the primary source for any company to raise funds for business expansions. If a company wants to raise some capital for the business it can issue shares of the company that is basically part ownership of the company. To issue shares for the investors to invest in the stocks a company needs to get listed to a stocks exchange and through the primary market of the stock exchange they can issue the shares and get the funds for business requirements. There are certain rules and regulations for getting listed at a stock exchange and they need to fulfill some criteria to issue stocks and go public. The stock market is primarily the place where these companies get listed to issue the shares and raise the fund. In case of an already listed public company, they issue more shares to the market for collecting more funds for business expansion. For the companies which are going public for the first time, they need to start with the Initial Public Offering or the IPO. In both the cases these companies have to go through the stock market.

This is the primary function of the stock exchange and thus they play the most important role of supporting the growth of the industry and commerce in the country. That is the reason that a rising stock market is the sign of a developing industrial sector and a growing economy of the country.

Q5 B) Similarities between Primary market and Secondary market

PRIMARY MARKET (New Issue Market)	SECONDARY MARKET (Stock Exchange)
Primary market is a market where new securities are issued in the market for the first time, either by existing company or new company.	Secondary market is a market where already issued, existing securities are traded on stock exchanges.
Activities in primary market is governed by SEBI and Companies Act.	It is regulated by bye-laws of stock exchanges and SEBI.
When securities are issued for first time in primary market, the price of securities is determined by company itself.	Prices of securities is determined by demand and supply forces in the stock exchange.
Price of securities is fixed.	Price of securities keep fluctuating because of demand and supply forces.
Companies are directly involved as shares are sold by company directly to public.	There is no involvement of companies.

Q5 C) Short Note:

a) Broker

The broker is a completely independent player in over-the-counter (OTC) financial or non financial markets. Its role primarily consists of providing a point of contact for institutional clients seeking to buy or sell financial or non financial products. Regulatory restraints require the broker to act as a pure intermediary, taking no positions or dealing risks in the financial markets. Working at the very heart of the markets, the broker is in continual contact with leading players in the major financial centres (banks, insurance companies, large private companies, etc.), enabling a unique, comprehensive knowledge of financial markets

b) QIB

An investor is dubbed a qualified institutional buyer (QIB) if they are thought to require less regulatory protection than unsophisticated investors. QIB's can be a corporation that the Securities and Exchange Commission's (SEC) Rule 501 of Regulation D classifies as an accredited investor, banks, trust funds, pension plans or any entity comprised of sophisticated investors.

c) Index

An index is an indicator or measure of something, and in finance, it typically refers to a statistical measure of change in a securities market. In the case of financial markets, stock, and bond market indices consist of a hypothetical portfolio of securities representing a particular market or a segment of it. (You cannot invest directly in an index.) The S&P 500 and the US Aggregate Bond Index are common benchmarks for the American stock and bond markets, respectively. In reference to mortgages, it refers to a benchmark interest rate created by a third party.

d) Green Shoe Option

A greenshoe option is an over-allotment option. In the context of an initial public offering (IPO), it is a provision in an underwriting agreement that grants the underwriter the right to sell investors more shares than initially planned by the issuer if the demand for a security issue proves higher than expected.

e) Sweat Equity

Sweat equity is the non-monetary investment that owners or employees contribute to a business venture. Startups and entrepreneurs often use this form of capital to fund their businesses by compensating their employees with stock rather than cash, which also helps to align risk and rewards. In real estate, it refers to value-enhancing improvements made by homeowners to their properties.

Version 2017-2018

The academic resources available in VSIT –

VMIS (ERP)	V-Refer and V-Live	VSIT Library	VAC & MOOC Courses
Institute & Department Vision and Mission	Former IA question papers and solutions (prepared by faculty)	Former IA question papers solutions - hardcopy	Value Added Courses (VAC) are conducted throughout the semester & in the semester break - Enrol for the VACs
Program Educational Objectives (PEO)	MU end semester examination question papers and solutions (prepared by faculty)	MU end semester exam question paper & solutions - by faculty, hardcopy	
Program Specific Outcome (PSO)	Class notes and Digital Content for the subject (scanned / typed by faculty)	All text books, reference books, e -books mentioned in the syllabus & AAP	Online courses from NPTEL, Coursera etc. are pursued throughout the semester - Register for the course & get certified
Program Outcome (PO)	Comprehensive question bank, EQ, GQ, PPT, Class Test papers	Technical journals and magazines for reference	
Departmental Knowledge Map	Academic Administration Plan & Beyond Syllabus Activity report	VSIT library is member of IIT Bombay Library	Watch former lectures captured in LMS at VSIT

1.a Course Objectives (write in detail – follow NBA guideline in this regard)

Cognitive	What do you want students to know?	Core concepts of business finance and its importance in managing the business
Affective	What do you want students to think / care about?	Basic accounting fundamentals
Behavioural	What do you want students to be able to do?	Develop financial analysis skills

1.b Course Outcome (CO) Statements and Module-Wise Mapping (follow NBA guideline)

CO No.	Statements	Related Module/s
CO1	Basic understanding about financial statements	Unit 1
CO2	Understanding different types of ratios and analysing it.	Unit 2
CO3	To understand importance of cash flow management in business and preparation of cash flow statement as per accounting standard 3	Unit 3
CO4	Help them to know about various aspects of working capital management	Unit 4

1.c Mapping of COs with POs (mark S: Strong, M: Moderate, W: Weak, Dash '-': not mapped)

	PO 1	PO 2	PO 3	PO 4	PO 5	PO 6	PO 7	PO 8	PO 9	PO 10	PO 11	PO 12
CO 1												
CO 2												
CO 3												
CO 4												

CO 5										
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1.d Mapping of COs with PSOs (mark S: Strong, M: Moderate, W: Weak, Dash '-':not mapped)

	PSO 1	PSO 2	PSO 3	PSO 4
CO 1				
CO 2				
CO 3				
CO 4				
CO 5				

1.e Teaching and Examination Scheme (As specified by the University) for the Course

Categories	Mathematics	Computing / IT / Electronics	Humanities & Soft Skill	Social Sciences	Commerce	Management	Multidisciplinary
Tick suitable category						✓	

Subject Code	Subject Name	Teaching Scheme			Credits Assigned			
		Theory	Practical	Tutorial	Theory	TW/Practical	Tutorial	Total
	Accounting for Managerial Decisions	75			3			3

Subject Code	Subject Name	Examination Scheme							
		Theory Marks IA Test			End Sem. Exam Marks	TW	Practical	Oral	Total
		IA 1	IA 2	Sum of IA1 and IA2					
	Accounting for Managerial Decisions	20	05	25	75				100

1.f Faculty-Wise Distribution of all Lecture-Practical-Tutorial Hours for the Course

Divisions	Lecture (Hrs.)	Practical (Hrs.)				Tutorial (Hrs.)			
		Batch 1	Batch 2	Batch 3	Batch 4	Batch 1	Batch 2	Batch 3	Batch 4
	3.33	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.

1.g Office Hours (Faculty will be available in office in this duration for solving students' query)

Division	Day	Time (at least 1 Hr. / Division)	Venue (Office Room No.)
	Wednesday	11:00am - 12:00noon	X- block library

2.a Syllabus: Module Wise Teaching Hours and % Weightage in University Question Paper

Module No.	Module Title and Brief Details	Teaching Hrs. for each	% Weightage in University

		module	Question Papers
1	Analysis and Interpretation of Financial statements	12.5hr	25
2	Ratio analysis and Interpretation	12.5hr	25
3	Cash flow statement	12.5hr	25
4	Working capital	12.5hr	25
* Insert rows for more modules in the Course		Total	50
			100

2.b Prerequisite Courses

No.	Semester	Name of the Course	Topic/s
1	1	Introduction to financial Accounting	All
2	12 th (Commerce)	Book keeping and accountancy	All

2.c Relevance to Future Courses

No.	Semester	Name of the Course
1	TYBFM	Strategic Corporate Finance
2	MBA/MMS	Accounting for Managers
3	M.com	M com (advanced accountancy)

2.d Real Life Application Mapping – Mention Application from Very Common Day to Day Life

No.	Real Life Application Mapping with the Course
1	Reading corporate financial statements
2	Comparison of financial statements of listed companies (for investment purpose)

3. Past Results – Division-Wise and Topic-Wise Result Based Analysis

Details	Target - Nov 2019	Nov 2018	Nov 2017	Mar 2016
Course Passing %	100%	91.56%	90.90%	
Marks Obtained by Course Topper (mark/100)		88	83	

Year	Division A		Division B/ C		Division F	
	Initials of Teacher	% Result	Initials of Teacher	% Result	Initials of Teacher	% Result
Nov 2018	Pooja J	91.56%				
Nov 2017	Chitra M.	90.90%				

Mar 2015						

Topics which affect results negatively	Module Number	Recommendations to overcome these issues & improve result in future
Cash flow statement (Indirect method)	3	More class room practice, Assignments and homework sheets

4 All the Learning Resources – Books and E-Resources

4.a List of Text Books (T – Symbol for Text Books) to be Referred by Students

Sr. No	Text Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Management Accounting	LN Chopde	Sheth P	2019	All
2					

4.b List of Reference Books (R – Symbol for Reference Books) to be Referred by Students

Sr. No	Reference Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Advanced management Accounting	Ravi M. Kishor	Taxmann		All
2	Management and Cost Accounting	Maheshwari SN	Sultan Chand		
3	Essentials of Business Finance	Srivastava R M	Himalaya Publications		
4	Management Accounting	Pandey I M	Vikas Publishing		
5	Management Accounting	PK Sinha			

4.c List of E - Books (E – Symbol for E-Books) to be Referred by Students

Sr. No	E- Book Titles	Author/s	Publisher	Edition	Module Nos.
1					
2					

4.d Web Links and Names of Magazines, Journals, E-journals – [VIT is member of IIT Bombay Library]

Refer online journals subscribed in VIT library. You can also access IIT Bombay online library for journals from IITB campus.

Sr. No	Web-Links and Names of Journals and E-Journals Recommended to Students for this Course	Web-Links and Names of Magazines Recommended to Students for this Course	Module Nos.
1			All
2			

4.e**Module Best Available in - Tick the best resource [from 4.a to 4.d in this AAP] & give details**

Module No.	Category (Please Tick Mark) - √						Available In VSIT Library?		Details of the Resource (i.e. Name, Chapter & Page No., etc.)
	Book			Magazine	Journals		Y	N	
	Text	Reference	E-Book		Regular	E-Journal			
1	✓	✓					Y		Unit 1-4
2	✓	✓					Y		Unit 1-4
3	✓	✓					Y		Unit 1-4
4	✓	✓					Y		Unit 1-4

4.f**Web Links for Online Notes/YouTube/VSIT Digital Content/VIT Lecture Capture/NPTEL Videos**

Students can view lectures by VSIT professors, captured through LMS 'Lecture Capture' in VIT campus for previous years.

No.	Websites / Links	Module Nos.
1	Digital Content (live.vsit.edu.in)	1-4
2	https://www.youtube.com/watch?v=ZTGiW8MuUds	1
3	https://www.youtube.com/watch?v=55af7cmyczo	2
4	https://www.youtube.com/watch?v=we2F9_dfg5c	3
5	https://www.youtube.com/watch?v=WZCXyYGI0fk	4

4.g**Recommended MOOC Courses like Coursera / NPTEL / MIT-OCW / edX etc.**

Sr. No.	MOOC Course Link	Course conducted by – Person / University / Institute / Industry	Course Duration	Certificate (Y / N)

4.h**Recommended Value Added Courses (VAC)**

Sr. No.	Name of the Value Added Course	Conducted by – Person / Institute / Industry	Course Duration	Certificate (Y / N)
1				

4.i**Study Material Distributed among Students**

Tick if distributed among students					
GQ	Notes	Digital Content	PPT	EQ (updated till the Last Exam)	Other (Write Details)
✓	✓	✓	✓	✓	Practical problems

					worksheets
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5. Consolidated Course Lesson Plan

	From (date/month/year)	To (date/month/year)	Total Number of Weeks
Semester Duration			

Week	Lecture no.	Module No.	Lecture Topics / IA 1 and IA 2 / BSA planned to be covered	Actual date of Completion	COs	Recommended Prior Viewing / Reading	
						Lecture No. (on LMS)	Chapter No. / Page Nos./ Books/ Web Site
1	1	1	Introduction to Syllabus		1		
	2	1	Meaning & Nature of Mgmt Accounting		1		
	3	1	Functions of Mgmt Accounting		1		
	4	1	Role of Mgmt Accounting in decision making		1		
2	5	1	Difference between MA and FA		1		
	6	2	Vertical form of Balance sheet (Format)		1		
	7	2	Practical Sum		1		
	8	2	Practical Sum		3		
3	9	2	Practical Sum		2		
	10	2	Vertical form of Profit and loss account (Format)		1		
	11	2	Practical Sum		1		
	12	2	Practical Sum		1		
4	13	2	Practical Sum		1		

	14	2	Trend analysis		1		
	15	2	Practical Sum		1		
	16	2	Practical Sum		1		
5	17	2	Practical Sum		1		
	18	2	Comparative Financial Statements		2		
	19	2	Practical Sum		2		
	20	2	Practical Sum		1		
6	21	2	Practical Sum		2		
	22	2	Common Size statements		2		
	23	2	Practical Sum		2		
	24	2	Practical Sum		3		
7	25	2	Practical Sum		3		
	26	3	Ratio analysis and Interpretation: Introduction		3		
	27	3	Balance sheet ratios		3		
	28	3	Practical sums		3		
8	29	3	Practical sums				
	30	3	Practical sums				
	31	3	Practical sums		3		

	32	3	Revenue statement ratios		3		
9	33	3	Practical sums		1		
	34	3	Practical sums		3		
	35	3	Practical sums		3		
	36	3	Combined ratios		1		
	37	3	Practical sums		1		
10	38	3	Practical sums		1		
	39	3	Practical sums		2		
	40	3	Limitations of the use of ratios		1		
	41	4	Cash flow statement: Introduction		1		
11	42	4	Practical sums (Direct method)		1		
	43	4	Practical sums		2		
	44	4	Practical sums				
	45	4	Practical sums				
12	46	4	Practical sums (Indirect method)		4		
	47	4	Practical sums		4		
	48	4	Practical sums		1		
	49	4	Practical sums		1		
13	49	4	Practical sums		1		

	50	4	Practical sums		1		
	51	5	Working Capital : Meaning, Concepts, Estimations		1		
	52	5	Operating Cycle		1		
14	53	5	Practical sums		1		
	54	5	Practical sums		1		
	55	5	Practical sums		1		
	56	5	Practical sums		1		
15	57	5	Practical sums		1		
	58	5	Practical sums				
	59	All	University Paper Discussion				
	60	All	University Paper Discussion				

6. Rubric for Grading and Marking of Term Work (inform students at the beginning of semester)

Lecture + Practical (% Attendance) & Marks	Assignments	Tutorial	Lab / Practical Performance	Lab Journal Assessment	Class Tests (Other than IA)	Class participation	Other (2) Specify	Total
						5		5

7. Assignments / Tutorials Details (must attach print out of all questions together with AAP)

Assignment No.	Title of the Assignments / Tutorials	CO Map	Assignments given to Students on	Date of Submission

1	Vertical financial statements	CO1	3 rd Week	4 th Week
2	Ratio analysis	CO2	5 th Week	6 th Week
3	Cash flow statements (direct and indirect method)	CO3	8 th Week	9 th Week
4	Working capital management	CO4	11 th Week	12 th Week

Analysis of Assignment / Tutorial Questions and Related Resources

Assignment No.	Week No.	Type* (√)			Module No.	Based on #			Question Type (√)	
		R	UQ	OBT		Text Book	Reference Book	Other Learning Resource	MU EQ	Thought Provoking
1	3	✓			1		✓		✓	
2	5	✓			2		✓		✓	
3	8	✓			3		✓		✓	
4	11	✓			4		✓		✓	

* Tick (√) the Type of the Assignment: Regular (R); Unannounced Quiz (UQ) ; Open Book Test for TY/SY/MASTERS (OBT)

Write number for Text book, reference book, other learning resource from this AAP – from Points 4.a to 4.d

8. Internal Assessment / Other Class Test / Open Book Test (OBT)/Take Home Test (THT) Details

Tests	Test Dates	Module No.	CO Map	IA Question Paper Pattern	Policy
1 st IA Test	7 or 8 th Week	1 & 2	1 & 2	Q1 – MCQ - 10 Marks Q2 – 1 numerical 5 Marks Q3 – 1 numerical 5 Marks 20 marks each for IA 1 & 2	No IA Re-test
2nd IA Test					IA is a Head of passing *
Pop Quiz					
Open Book Test					
Take Home Test					
Class tests / prelims					
Class tests / prelims					

Any other test/exams					
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*** IA failures will have to appear for re-test in next semester**

9.a Practical Activities – Regular Experiments

Practical No.	Module No.	Title of the Regular Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1					
2					
3					
4					
5					
6					
7					
8					
9					
10					

9.b Practical Activities – Newly Added Experiments

Practical No.	Module No.	Title of the Newly Added Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1					
2					

9.c Practical Activities – PBL Experiments

Practical No.	Module No.	Title of the PBL Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
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1	All	Case lets		1	
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10. Beyond Syllabus Activities for Gap Mitigation

No.	Type of the Activity	Activities	Details – no of attendees, guest, feedback, mark sheet, report
1	Guest lecture	Guest Lecture / Workshops	Introduction to financial statements
2		Industrial Visit	
3	Test and Assessments	Class Tests – (other than IA)	Surprise test
4		Mini Projects	NA
5		Pop Quiz	
6		Mobile App Based Quiz	NA
7		Open Book Test	Yes
8		Take Home Test	Yes (5 question from each unit)
9	Collaborative and Group Activity	Poster Presentation	NA
10		Minute Papers	NA
11		Students Seminar	NA
12		Students Debates	NA
13		Panel Discussion / Mock GD	NA
14		Mock Interview	NA
15	Co-curricular Courses	MOOC-NPTEL/Coursera Videos	NA
16		Value Added Courses	NA
17		Lecture Capture Usage	NA

*** Do not delete any activity. Give details for planned events. Write 'NA' for activity Not Planned.**

Consolidated Academic Administration Plan Prepared by (mention all theory teaching faculty names with signature)

Poonam Mirwani

Faculty 1 Name (Sign.)

Faculty 2 Name (Sign.)

Faculty 3 Name (Sign.)

External Industry Mentor (Sign.)

External Academic Mentor (Sign.)

VSIT Cluster Mentor Name (Sign.)

Head of Dept. (Sign.)

Version 2020-2021

The academic resources available in VSIT –

VMIS (ERP)	V-Refer and V-Live	VSIT Library	VAC & MOOC Courses
Institute & Department Vision and Mission	Former IA question papers and solutions (prepared by faculty)	Former IA question papers solutions - hardcopy	Value Added Courses (VAC) are conducted throughout the semester & in the semester break - Enrol for the VACs
Program Educational Objectives (PEO)	MU end semester examination question papers and solutions (prepared by faculty)	MU end semester exam question paper & solutions - by faculty, hardcopy	
Program Specific Outcome (PSO)	Class notes and Digital Content for the subject (scanned / typed by faculty)	All text books, reference books, e -books mentioned in the syllabus & AAP	Online courses from NPTEL, Coursera etc. are pursued throughout the semester - Register for the course & get certified
Program Outcome (PO)	Comprehensive question bank, EQ, GQ, PPT, Class Test papers	Technical journals and magazines for reference	
Departmental Knowledge Map	Academic Administration Plan & Beyond Syllabus Activity report	VSIT library is member of IIT Bombay Library	Watch former lectures captured in LMS at VSIT

1.a Course Objectives (write in detail – follow NBA guideline in this regard)

Cognitive	What do you want students to know?	Students should be aware about basic Investment Options (e.g FD, LIC Policy, Gold)
Affective	What do you want students to think / care about?	Students should think about/take care of various types of Business and Financial Risk
Behavioural	What do you want students to be able to do?	Students should be able to apply the concepts of Portfolio Management & Risk Management in Financial Industries (Broking Firms, Investment Banks, etc)

1.b Course Outcome (CO) Statements and Module-Wise Mapping (follow NBA guideline)

CO No.	Statements	Related Module/s
CO1	Students should understand the concept of Portfolio management	Unit 1
CO2	Students should understand the concept of Portfolio Management Strategies	Unit 2
CO3	Students should learn the concept of Portfolio Analysis	Unit 3
CO4	Students should learn the concept of Portfolio Performance Management	Unit 4

1.c Mapping of COs with POs (mark S: Strong, M: Moderate, W: Weak, Dash '-': not mapped)

	PO 1	PO 2	PO 3	PO 4	PO 5	PO 6	PO 7	PO 8	PO 9	PO 10	PO 11	PO 12
CO 1	S	S	M									
CO 2	S	M	M									
CO 3	S	M	M									
CO 4	S	S	M									

1.d Mapping of COs with PSOs (mark S: Strong, M: Moderate, W: Weak, Dash '-':not mapped)

	PSO 1	PSO 2	PSO 3	PSO 4
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CO 1				
CO 2				
CO 3				
CO 4				

1.e Teaching and Examination Scheme (As specified by the University) for the Course

Categories	Mathematics	Computing / IT / Electronics	Humanities & Soft Skill	Social Sciences	Commerce	Management	Multidisciplinary
Tick suitable category					✓		

Subject Code	Subject Name	Teaching Scheme			Credits Assigned			
		Theory	Practical	Tutorial	Theory	TW/Practical	Tutorial	Total
UBFM303	Portfolio Management	75			3			3

Subject Code	Subject Name	Examination Scheme							
		Theory Marks IA Test			End Sem. Exam Marks	TW	Practical	Oral	Total
		IA 1	IA 2	Sum of IA1 and IA2					
UBFM303	Portfolio Management	20	05	25	75				100

1.f Faculty-Wise Distribution of all Lecture-Practical-Tutorial Hours for the Course

Divisions	Lecture (Hrs.)	Practical (Hrs.)				Tutorial (Hrs.)			
		Batch 1	Batch 2	Batch 3	Batch 4	Batch 1	Batch 2	Batch 3	Batch 4
A	50	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.

1.g Office Hours (Faculty will be available in office in this duration for solving students' query)

Division	Day	Time (at least 1 Hr. / Division)	Venue (Office Room No.)
A	Thursday	11:00 a.m. – 12:00 p.m	Reading Room

2.a Syllabus: Module Wise Teaching Hours and % Weightage in University Question Paper

Module No.	Module Title and Brief Details	Teaching Hrs. for each module	% Weightage in University Question Papers
1	Introduction to portfolio management	12	25
2	Portfolio Management Strategies	13	25
3	Portfolio Analysis	12	25

4	Portfolio Revision and performance management	13	25
* Insert rows for more modules in the Course		Total	50
			100

2.b Prerequisite Courses

No.	Semester	Name of the Course	Topic/s
1	I	Introduction to Financial System	ALL

2.c Relevance to Future Courses

No.	Semester	Name of the Course
1	III & IV	MMS/MBA
2	V & VI	Financial Derivative & Risk Management (BFM)

2.d Real Life Application Mapping – Mention Application from Very Common Day to Day Life

No.	Real Life Application Mapping with the Course
1	Treasury Department in Banks (Calculation of Expected Return)
2	Broking Firms (Calculation of Standard Deviation & Beta)

3. Past Results – Division-Wise and Topic-Wise Result Based Analysis

Details	Target - Nov 2020	Nov 2019	Nov 2018	Nov 2017
Course Passing % – Average of 3 Divisions	100 %	97.4 %	98.3 %	89.3%
Marks Obtained by Course Topper (mark/100)	100	94	92	86

Year	Division A		Division B		Division C		Division F	
	Initials of Teacher	% Result	Initials of Teacher	% Result	Initials of Teacher	% Result	Initials of Teacher	% Result
Nov 2019	AKK	97.4%						
Nov 2018	AKK	98.3%						
Nov 2017	VRG	89.3%						

Topics which affect results negatively	Module Number	Recommendations to overcome these issues & improve result in future
Performance Measurement	IV	Practise more sums

4 All the Learning Resources – Books and E-Resources

4.a List of Text Books (T – Symbol for Text Books) to be Referred by Students

Sr. No	Text Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Portfolio Management : A Strategic approach	Ginger Levin , John Wyzalek	CRC Press	3	1-4
2	Modern Portfolio Theory and Investment Analysis	Edwin J Elton, Martin Gruber	Wiley	3	1-4

4.b List of Reference Books (R – Symbol for Reference Books) to be Referred by Students

Sr. No	Reference Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Security Analysis and Portfolio Management	Prasanna Chandra	Tata McGraw Hill	4	1-4
2	Security Analysis and Portfolio Management	Ravi Kishor	Taxman Publishers	3	1-4
3	Financial Management	Khan & Jain	Tata McGraw Hill	4	1-4
4	Fundamentals of Investment Management	Hirt and Block	Tata McGraw Hill. Ed 2009	4	1-4

4.c List of E - Books (E – Symbol for E-Books) to be Referred by Students

Sr. No	E- Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Fundamentals of Investment Management	Hirt and Block	Tata McGraw Hill. Ed 2009	4	1-4
2	Portfolio Management Handbook	Robert A. Strong	Jaico Publishing House, Mumbai	4	1-4
3	Portfolio Management Handbook	Robert A. Strong	Jaico Publishing House, Mumbai	4	1-4

4.d Web Links and Names of Magazines, Journals, E-journals – [VIT is member of IIT Bombay Library]

Refer online journals subscribed in VIT library. You can also access IIT Bombay online library for journals from IITB campus.

Sr. No.	Web-Links and Names of Journals and E-Journals Recommended to Students for this Course	Web-Links and Names of Magazines Recommended to Students for this Course	Module Nos.
1	The Journal of Portfolio Management		1-4
2	International Journal of Portfolio Analysis & Management		1-4
3			

4.e Module Best Available in - Tick the best resource [from 4.a to 4.d in this AAP] & give details

Module No.	Category (Please Tick Mark) - √					Available In VSIT Library?		Details of the Resource (i.e. Name, Chapter & Page No., etc.)	
	Book			Maga-zine	Journals		Y		N
	Text	Reference	E-		Regular	E-			

			Book			Journal			
1	✓		✓			✓		✓	
2	✓		✓			✓		✓	
3	✓		✓			✓		✓	
4	✓		✓			✓		✓	

4.f Web Links for Online Notes/YouTube/VSIT Digital Content/**VIT Lecture Capture**/NPTEL Videos

Students can view lectures by VSIT professors, captured through LMS 'Lecture Capture' in VIT campus for previous years.

No.	Websites / Links	Module Nos.
1	www.investopedia.com	1-4
2	www.youtube.com	1-4

4.g Recommended MOOC Courses like Coursera / NPTEL / MIT-OCW / edX etc.

Sr. No.	MOOC Course Link	Course conducted by – Person / University / Institute / Industry	Course Duration	Certificate (Y / N)
1	SAPM	NPTEL	3 Weeks	Y

4.h Recommended Value Added Courses (VAC)

Sr. No.	Name of the Value Added Course	Conducted by – Person / Institute / Industry	Course Duration	Certificate (Y / N)
1	NISM (Risk Management & Portfolio Analysis)	NISM		N

4.i Study Material Distributed among Students

Tick if distributed among students					
GQ	Notes	Digital Content	PPT	EQ (updated till the Last Exam)	Other (Write Details)
✓	✓	✓	✓	✓	

5. Consolidated Course Lesson Plan

	From (date/month/year)	To (date/month/year)	Total Number of Weeks
Semester Duration	10/06/2020	05/10/2020	15

Week	Lecture no.	Module No.	Lecture Topics / IA 1 and IA 2 / BSA planned to be covered	Actual date of Completion	Cos	Recommended Prior Viewing / Reading	
						Lecture No. (on LMS)	Chapter No. / Page Nos./ Books/ Web Site
1	1	1	Introduction to Syllabus and its application in day to day life		1		
	2	1	Investment process		1		
	3	1	Investment categories		1		
2	4	1	Defining investment goals and objectives		1		
	5	1	Investment constraints		1		
	6	1	Investment constraints		1		
3	7	1	Process of asset allocation		1		
	8	1	Process of asset allocation		1		
	9	1	Different approaches to allocation decision		1		
4	10	1	Different approaches to allocation decision		1		
	11	1	Overview of allocation techniques		1		
	12	1	Revision of Unit 1		1		
5	13	2	Concept of Active strategy		2		
	14	2	Examples of Active strategy		2		

	15	2	Concept of Passive strategy		2		
6	16	2	Example of Passive strategy		2		
	17	2	Concept of Semi active strategy		2		
	18	2	Example of Semi active strategy		2		
7	19	2	Concept of Duration shift		2		
	20	2	Concept of Immunization		2		
	21	2	Efficient market hypotheses		2		
8	22	2	Efficient market hypotheses		2		
	23	2	Top down Approach		2		
	24	2	Bottoms up Approach		2		
9	25	2	Revision of Unit 2		2		
	26	3	Diversification		3		
	27	3	Portfolio risk and return		3		
10	28	3	Single index model		3		
	29	3	The Sharpe Index model		3		
	30	3	Portfolio Beta Selection		3		
11	31	3	Markowitz Risk - Return optimization		3		
	32	3	Concept of Utility		3		

	33	3	Sharpe Optimization Model		3		
12	34	3	Geometric Mean Model		3		
	35	3	Safety First model		3		
	36	3	Stochastic Dominance Model		3		
13	37	3	Revision of Unit 3		3		
	38	4	Portfolio rebalancing & Upgrading		4		
	39	4	Formula plans		4		
14	40	4	Constant ratio plan		4		
	41	4	Variable ratio plan		4		
	42	4	Selection of equity portfolio		4		
15	43	4	Revision of equity portfolio		4		
	44	4	Methods of calculating rate of return		4		
	45	4	Money Weighted Rate of Return & Time Weighted Rate of Return		4		
16	46	4	Linked Internal Rate of Return		4		
	47	4	Buying the index approach		4		
	48	4	Sharpe's - Treynor's –Jensen's performance measure of portfolio		4		
17	49	4	Sharpe's - Treynor's –Jensen's performance measure of portfolio		4		
	50	4	Revision of Unit 4		4		

6. Rubric for Grading and Marking of Term Work (inform students at the beginning of semester)

Lecture + Practical (% Attendance) & Marks	Assignments	Tutorial	Lab / Practical Performance	Lab Journal Assessment	Class Tests (Other than IA)	Class participation	Other (2) specify	Total
5								5

7. Assignments / Tutorials Details (must attach print out of all questions together with AAP)

Assignment No.	Title of the Assignments / Tutorials	CO Map	Assignments given to Students on	Date of Submission
1	Assignment on Portfolio Management	1		
2	Assignment on Portfolio Management Strategies	2		
3	Assignment on Portfolio Analysis	3		
4	Assignment on Portfolio Revision and Performance Management	4		

Analysis of Assignment / Tutorial Questions and Related Resources

Assignment No.	Week No.	Type* (√)			Module No.	Based on #			Question Type (√)	
		R	UQ	OBT		Text Book	Reference Book	Other Learning Resource	MU EQ	Thought Provoking
1		√			1	√	√		√	
2		√			2	√	√		√	
3		√			3	√	√		√	
4		√			4	√	√		√	

* Tick (√) the Type of the Assignment: Regular (R); Unannounced Quiz (UQ); Open Book Test for TY/SY/MASTERS (OBT)

Write number for Text book, reference book, other learning resource from this AAP – from Points 4.a to 4.d

8. Internal Assessment / Other Class Test / Open Book Test (OBT)/Take Home Test (THT) Details

Tests	Test Dates	Module No.	CO Map	IA Question Paper Pattern	Policy
-------	------------	------------	--------	---------------------------	--------

1 st IA Test	Mid August			Q1 – MCQ - 10 Marks Q2 – 1 numerical 5 Marks Q3 – 1 numerical 5 Marks 20 marks each for IA 1 & 2	No IA Re-test
2 nd IA Test					IA is a Head of passing *
Pop Quiz					
Open Book Test					
Take Home Test					
Class tests / prelims					
Class tests / prelims					
Any other test/exams					

* IA failures will have to appear for re-test in next semester

9.a Practical Activities – Regular Experiments

Practical No.	Module No.	Title of the Regular Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1					

9.b Practical Activities – Newly Added Experiments

Practical No.	Module No.	Title of the Newly Added Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1					

9.c Practical Activities – PBL Experiments

Practical No.	Module No.	Title of the PBL Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1	1	Construction of Virtual Portfolio		1	
2	2	Portfolio Strategy		2	

10. Beyond Syllabus Activities for Gap Mitigation

No.	Type of the Activity	Activities	Details – no of attendees, guest, feedback, mark sheet, report
1	Interaction with Outside World	Guest Lecture / Workshops	Guest Lecture on Financial Markets & Portfolio Management
2		Industrial Visit	CCIL
3	Test and Assessments	Class Tests – (other than IA)	Class Test on Cross Rates
4		Mini Projects	Project on Portfolio Allocation
5		Pop Quiz	Current
6		Mobile App Based Quiz	Money Control
7		Open Book Test	Test on Sums based on Expected Returns and Standard Deviation
8		Take Home Test	Topic: Sums on Sharpe Treynor Jensen
9	Collaborative and Group Activity	Poster Presentation	Various Investment Options
10		Minute Papers	Topic: Formula Book
11		Students Seminar	Financial Markets
12		Students Debates	Real Estate as Investment Tool
13		Panel Discussion / Mock GD	Current Investment Alternatives
14		Mock Interview	Mock Interview on
15	Co-curricular Courses	MOOC-NPTEL/Coursera Videos	SAPM – NPTEL
16		Value Added Courses	Risk Management & Portfolio Analysis – NISM
17		Lecture Capture Usage	Input from Previous Year Recommendations

*** Do not delete any activity. Give details for planned events. Write 'NA' for activity Not Planned.**

Consolidated Academic Administration Plan Prepared by (mention all theory teaching faculty names with signature)

Amit Kabra

Faculty 1 Name (Sign.)

External Industry Mentor (Sign.)

External Academic Mentor (Sign.)

VSIT Cluster Mentor Name (Sign.)

Head of Dept. (Sign.)

Version 2020-2021

The academic resources available in VSIT –

VMIS (ERP)	V-Refer and V-Live	VSIT Library	VAC & MOOC Courses
Institute & Department Vision and Mission	Former IA question papers and solutions (prepared by faculty)	Former IA question papers solutions - hardcopy	Value Added Courses (VAC) are conducted throughout the semester & in the semester break - Enrol for the VACs
Program Educational Objectives (PEO)	MU end semester examination question papers and solutions (prepared by faculty)	MU end semester exam question paper & solutions - by faculty, hardcopy	
Program Specific Outcome (PSO)	Class notes and Digital Content for the subject (scanned / typed by faculty)	All text books, reference books, e -books mentioned in the syllabus & AAP	Online courses from NPTEL, Coursera etc. are pursued throughout the semester - Register for the course & get certified
Program Outcome (PO)	Comprehensive question bank, EQ, GQ, PPT, Class Test papers	Technical journals and magazines for reference	
Departmental Knowledge Map	Academic Administration Plan & Beyond Syllabus Activity report	VSIT library is member of IIT Bombay Library	Watch former lectures captured in LMS at VSIT

1.a Course Objectives (write in detail – follow NBA guideline in this regard)

Cognitive	What do you want students to know?	Gain knowledge about Provision of Contract Act, Sales of Goods Act, Negotiable Instrument Act, special Contract .
Affective	What do you want students to think / care about?	Understand the Provision of Contract Act, Sales of Goods Act, Negotiable Instrument Act, Special Contract.
Behavioural	What do you want students to be able to do?	Implementation of provisions in current life.

1.b Course Outcome (CO) Statements and Module-Wise Mapping (follow NBA guideline)

CO No.	Statements	Related Module/s
CO1	Students can able to understand the provisions of Contract Act	Unit 1
CO2	Students can able to implement the provisions of Sales of Goods Act	Unit 2
CO3	Students can able practical execution of the provision of Negotiable Instrument Act.	Unit 3
CO4	Students can able to understand the concept Special Contract.	Unit 4

1.c Mapping of COs with POs (mark S: Strong, M: Moderate, W: Weak, Dash '-': not mapped)

	PO 1	PO 2	PO 3	PO 4	PO 5	PO 6	PO 7	PO 8	PO 9	PO 10	PO 11	PO 12
CO 1	S											
CO 2		S										
CO 3			S									
CO 4				S								
CO 5												

1.d Mapping of COs with PSOs (mark S: Strong, M: Moderate, W: Weak, Dash '-':not mapped)

	PSO 1	PSO 2	PSO 3	PSO 4
CO 1	S			
CO 2		S		
CO 3			S	
CO 4				S
CO 5				

1.e Teaching and Examination Scheme (As specified by the University) for the Course

Categories	Mathematics	Computing / IT / Electronics	Humanities & Soft Skill	Social Sciences	Commerce	Management	Multidisciplinary
Tick suitable category					✓		

Subject Code	Subject Name	Teaching Scheme			Credits Assigned			
		Theory	Practical	Tutorial	Theory	TW/Practical	Tutorial	Total
	Business Law	75			3			3

Subject Code	Subject Name	Examination Scheme							
		Theory Marks IA Test			End Sem. Exam Marks	TW	Practical	Oral	Total
		IA 1	IA 2	Sum of IA1 and IA2					
	Business Law	20	05	25	75				100

1.f Faculty-Wise Distribution of all Lecture-Practical-Tutorial Hours for the Course

Divisions	Lecture (Hrs.)	Practical (Hrs.)				Tutorial (Hrs.)			
		Batch 1	Batch 2	Batch 3	Batch 4	Batch 1	Batch 2	Batch 3	Batch 4
A	3	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.

1.g Office Hours (Faculty will be available in office in this duration for solving students' query)

Division	Day	Time (at least 1 Hr. / Division)	Venue (Office Room No.)
A	Saturday	10:30 a.m. – 11:30 a.m.	VSIT office

2.a Syllabus: Module Wise Teaching Hours and % Weightage in University Question Paper

Module No.	Module Title and Brief Details	Teaching Hrs. for each module	% Weightage in University Question Papers

1	Contract Act	12 hr	25
2	Sales of Goods Act	12 hr	25
3	Negotiable Instrument Act.	12 hr	25
4	Special Contract	12 hr	25
* Insert rows for more modules in the Course		Total	50
			100

2.b Prerequisite Courses

No.	Semester	Name of the Course	Topic/s
1	12 th Std	Bills of Exchange	
2			

2.c Relevance to Future Courses

No.	Semester	Name of the Course
1	II	MBA, MMS
2		

2.d Real Life Application Mapping – Mention Application from Very Common Day to Day Life

No.	Real Life Application Mapping with the Course
1	To understand the current issues & its legality issues
2	To understand about provisions which will help them at the time of internship/projects/job

3. Past Results – Division-Wise and Topic-Wise Result Based Analysis

Details	Target – Oct 2020	Oct 2019	Oct 2018	Oct 2017
Course Passing % – Average of 3 Divisions	100%	100%	92.93%	93.00%
Marks Obtained by Course Topper (mark/100)	100	92	91	95

Year	Division A		Division B		Division C	
	Initials of Teacher	% Result	Initials of Teacher	% Result	Initials of Teacher	% Result
Oct 2019	Chitra M	100%				
Oct 2018	Chitra M	96.67%				

Oct 2017	AJ	100%				

Topics which affect results negatively	Module Number	Recommendations to overcome these issues & improve result in future
Definition, sections & Concept	All Module	Very difficult to remember, more case studies are requires

4 All the Learning Resources – Books and E-Resources

4.a List of Text Books (T – Symbol for Text Books) to be Referred by Students

Sr. No	Text Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Business Law by K.R. Bulchandani - Himalaya Publishing House	Business Law by K.R. Bulchandani - Himalaya Publishing House	Business Law by K.R. Bulchandani - Himalaya Publishing House	-	1
2	Elements of Mercantile Law by Kapur N.D. - Sultan Chand	Elements of Mercantile Law by Kapur N.D. - Sultan Chand	Elements of Mercantile Law by Kapur N.D. - Sultan Chand	-	2
3				-	3

4.b List of Reference Books (R – Symbol for Reference Books) to be Referred by Students

Sr. No	Reference Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Business Law	S.S. Gulshan	Excel Books, Delhi		
2	Business Law	P.K. Goel	Biztantra		
3					

4.c List of E - Books (E – Symbol for E-Books) to be Referred by Students

Sr. No	E- Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Business Law	Robert W. Emerson	Barrons Educational Series		All Module
2					
3					

4.d**Web Links and Names of Magazines, Journals, E-journals – [VIT is member of IIT Bombay Library]**

Refer online journals subscribed in VIT library. You can also access IIT Bombay online library for journals from IITB campus.

Sr. No.	Web-Links and Names of Journals and E-Journals Recommended to Students for this Course	Web-Links and Names of Magazines Recommended to Students for this Course	Module Nos.
		www.legal service India.com	
		www.erlaws.com	
		www.vakil.com/bareact.htm	

4.e**Module Best Available in - Tick the best resource [from 4.a to 4.d in this AAP] & give details**

Module No.	Category (Please Tick Mark) - √						Available In VSIT Library?		Details of the Resource (i.e. Name, Chapter & Page No., etc.)
	Book			Maga-zine	Journals		Y	N	
	Text	Reference	E-Book		Regular	E-Journal			
1	Y						Y		
2	Y						Y		
3		Y					Y		
4		Y					Y		
5	Y						Y		

4.f**Web Links for Online Notes/YouTube/VSIT Digital Content/VIT Lecture Capture/NPTEL Videos**

Students can view lectures by VSIT professors, captured through LMS 'Lecture Capture' in VIT campus for previous years.

No.	Websites / Links	Module Nos.
1	Digital Content (ive.vsit.edu.in)	1-4
2	Online Notes and PPTs	1-4
3		

4.g**Recommended MOOC Courses like Coursera / NPTEL / MIT-OCW / edX etc.**

Sr. No.	MOOC Course Link	Course conducted by – Person / University / Institute / Industry	Course Duration	Certificate (Y / N)

1				
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4.h Recommended Value Added Courses (VAC)

Sr. No.	Name of the Value Added Course	Conducted by – Person / Institute / Industry	Course Duration	Certificate (Y / N)
1				

4.i Study Material Distributed among Students

Tick if distributed among students					
GQ	Notes	Digital Content	PPT	EQ (updated till the Last Exam)	Other (Write Details)
√	√	√	√	√	

5. Consolidated Course Lesson Plan

	From (date/month/year)	To (date/month/year)	Total Number of Weeks
Semester Duration	10/06/2020	30/09/2020	15

Week	Lecture no.	Module No.	Lecture Topics / IA 1 and IA 2 / BSA planned to be covered	Actual date of Completion	COs	Recommended Prior Viewing / Reading	
						Lecture No. (on LMS)	Chapter No. / Page Nos./ Books/ Web Site
1	1	1	Syllabus		1		
	2	1	Definitions (S.2): Agreement, kinds of Agreements		1		
	3	1	Meaning of Contract		1		
2	4	1	kinds of contracts: Valid, Void, Voidable		1		
	5	1	Concept of Contingent and Quasi Contract, E-contract		1		
	6	1	Distinguish between Agreement and Contract.		1		
3	7	1	Offer or Proposal- definition, Essentials of Valid proposal or offer		1		

	8	1	Ways of revocation of an offer		1		
	9	1	Acceptance-definition, Essentials of a valid acceptance		1		
4	10	1	Capacity to contract (Ss.10-12),		1		
	11	1	Consent and Free Consent (Ss.13-22)		1		
	12	1	Consideration (S.2 and 25)		1		
5	13	1	Void Agreements (Ss.24-30)		1		
	14	2	Introduction, Definitions (Sec-2),		2		
	15	2	Meaning & Features of the contract of sale		2		
6	16	2	Formalities of the contract of sale (Ss. 4-10)		2		
	17	2	Distinction between 'sale' and 'agreement of sell,		2		
	18	2	Distinction between 'sale and hire-purchase agreement'		2		
7	19	2	Meaning of Conditions		2		
	20	2	Types of Conditions		2		
	21	2	Meaning of Warranties		2		
8	22	2	Types of Warranties		2		
	23	2	Transfer of property as between the seller and the buyer (sec-18-26)		2		
	24	2	Meaning of unpaid seller		2		
9	25	2	Rights of an unpaid seller (Secs-45-54)		2		

	26	3	Meaning and Characteristics of Negotiable Instrument		3		
	27	3	Presumptions, classification of Negotiable Instruments		3		
10	28	3	Meaning and Characteristics of Promissory Notes		3		
	29	3	Meaning and Characteristics of Bills of Exchange		3		
	30	3	Distinguish Between Promissory note and Bill of Exchange		3		
11	31	3	Definition of Acceptor, Acceptance for honour, Absolute and qualified or conditional acceptance		3		
	32	3	Drawer, Drawee in case of Need(Ss.7,115&116), Payee		3		
	33	3	Meaning of Cheques, Types of Cheque		3		
12	34	3	distinguish between cheque and Bill of exchange		3		
	35	3	Holder in Due Course(S.9), Rights and privileges of H.D.C.		3		
	36	3	Maturity of an Instrument (S.22), Noting(S.99)		3		
13	37	3	Protest (S.100-102). Bills in Set. (Sec.13)		3		
	38	4	Meaning & Essentials of Law of Indemnity		3		
	39	4	Rights of the indemnifier		3		
14	40	4	Meaning & Essentials of Law of Guarantee		3		
	41	4	Rights of Surety		3		
	42	4	Distinguish between a contract of indemnity and a contract of guarantee.		3		
15	43	4	Meaning & Essentials of Bailment.		3		

	44	4	Rights and duties of a bailee and bailor		3		
	45	4	Meaning of Law of pledge		4		
16	46	4	Meaning of Law of Agency		4		
	47	4	Kinds of Agent		4		
	48	4	Rights and duties of an agent		4		
17	49	4	The various ways by which an agency may arise.		4		
	50	4	Revision		4		

6. Rubric for Grading and Marking of Term Work (inform students at the beginning of semester)

Lecture + Practical (% Attendance) & Marks	Assignments	Tutorial	Lab / Practical Performance	Lab Journal Assessment	Class Tests (Other than IA)	Class participation	Other (2) specify	Total

7. Assignments / Tutorials Details (must attach print out of all questions together with AAP)

Assignment No.	Title of the Assignments / Tutorials	CO Map	Assignments given to Students on	Date of Submission
1	Contract Act	CO1	3 rd Week	4 th Week
2	Sales of Goods Act	CO2	5 th Week	6 th Week

3	Negotiable Instrument Act.	CO3	7 th Week	8 th Week
4	Special Contract	CO4	9 th Week	10 th Week

Analysis of Assignment / Tutorial Questions and Related Resources

Assignment No.	Week No.	Type* (✓)			Module No.	Based on #			Question Type (✓)	
		R	UQ	OBT		Text Book	Reference Book	Other Learning Resource	MU EQ	Thought Provoking
1			YES		1	YES				
2			YES		2	Yes				
3			YES		3		Yes			
4			YES		4		Yes			

* Tick (✓) the Type of the Assignment: Regular (R); Unannounced Quiz (UQ) ; Open Book Test for TY/SY/MASTERS (OBT)
Write number for Text book, reference book, other learning resource from this AAP – from Points 4.a to 4.d

8.

Internal Assessment / Other Class Test / Open Book Test (OBT)/Take Home Test (THT) Details

Tests	Test Dates	Module No.	CO Map	IA Question Paper Pattern	Policy
1 st IA Test	August 2020	1 to 2	1 & 2	Q1 – MCQ - 10 Marks Q2 – 1 numerical 5 Marks Q3 – 1 numerical 5 Marks 20 marks each for IA 1 & 2	No IA Re-test
2 nd IA Test					IA is a Head of passing *
Pop Quiz					
Open Book Test					
Take Home Test					
Class tests / prelims					
Class tests / prelims					
Any other test/exams					

* IA failures will have to appear for re-test in next semester

9.a

Practical Activities – Regular Experiments

Practical No.	Module No.	Title of the Regular Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1					
2					
3					
4					

9.b Practical Activities – Newly Added Experiments

Practical No.	Module No.	Title of the Newly Added Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1					
2					

9.c Practical Activities – PBL Experiments

Practical No.	Module No.	Title of the PBL Experiments	Concepts to be highlighted	CO Map	Audit / Quality (0 to 4)
1					
2					

10. Beyond Syllabus Activities for Gap Mitigation

No.	Type of the Activity	Activities	Details – no of attendees, guest, feedback, mark sheet, report
1	Interaction with Outside World	Guest Lecture / Workshops	Yes
2		Industrial Visit	
3	Test and Assessments	Class Tests – (other than IA)	Yes
4		Mini Projects	
5		Pop Quiz	
6		Mobile App Based Quiz	

7		Open Book Test	Yes
8		Take Home Test	
9	Collaborative and Group Activity	Poster Presentation	Yes
10		Minute Papers	
11		Students Seminar	
12		Students Debates	
13		Panel Discussion / Mock GD	
14		Mock Interview	
15	Co-curricular Courses	MOOC-NPTEL/Coursera Videos	
16		Value Added Courses	
17		Lecture Capture Usage	

*** Do not delete any activity. Give details for planned events. Write 'NA' for activity Not Planned.**

Consolidated Academic Administration Plan Prepared by (mention all theory teaching faculty names with signature)

Faculty 1 Name (Sign.)

Faculty 2 Name (Sign.)

Faculty 3 Name (Sign.)

External Industry Mentor (Sign.)

External Academic Mentor (Sign.)

VSIT Cluster Mentor Name (Sign.)

Head of Dept. (Sign.)

Consolidated Academic Administration Plan for the Course
Content Writing– Sem. I II –
B.A.M.M.C (Commerce & Management)– 2020-2021 – Even Semester
Mr.Ranjit Singh Anand

The academic resources available in VSIT –

VMIS (ERP)	V-Refer and V-Live	VSIT Library	VAC & MOOC Courses
Institute & Department Vision and Mission	Former IA question papers and solutions (prepared by faculty)	Former IA question papers solutions - hardcopy	Value Added Courses (VAC) are conducted throughout the semester & in the semester break - Enrol for the VACs
Program Educational Objectives (PEO)	MU end semester examination question papers and solutions (prepared by faculty)	MU end semester exam question paper & solutions - by faculty, hardcopy	
Program Specific Outcome (PSO)	Class notes and Digital Content for the subject (scanned / typed by faculty)	All text books, reference books, e -books mentioned in the syllabus & AAP	Online courses from NPTEL, Coursera etc. are pursued throughout the semester - Register for the course & get certified
Program Outcome (PO)	Comprehensive question bank, EQ, GQ, PPT, Class Test papers	Technical journals and magazines for reference	Watch former lectures captured in LMS at VSIT
Departmental Knowledge Map	Academic Administration Plan & Beyond Syllabus Activity report	VSIT library is member of IIT Bombay Library	

1.a Course Objectives (write in detail – follow NBA guideline in this regard)

Cognitive	What do you want students to know?	To provide students with tools that would help them communicate effectively.
Affective	What do you want students to think / care about?	Understanding crisp writing as part of Mass Communication
Behavioural	What do you want students to be able to do?	The ability to draw the essence of situations and develop clarity of thought.

1.b Course Outcome (CO) Statements and Module-Wise Mapping (follow NBA guideline)

CO No.	Statements	Related Module/s
CO1	Correct use of grammar	UNIT 1
CO2	Different styles of language use	UNIT 2
CO3	Writing as a tool of media	UNIT3
CO4	Command over language	UNIT 4

1.c Mapping of COs with POs (mark S: Strong, M: Moderate, W: Weak, Dash ‘-’: not mapped)

	PO 1	PO 2	PO 3	PO 4	PO 5	PO 6	PO 7	PO 8	PO 9	PO 10	PO 11	PO 12
CO 1												
CO 2												
CO 3												
CO 4												

1.d Mapping of COs with PSOs (mark S: Strong, M: Moderate, W: Weak, Dash ‘-’:not mapped)

	PSO 1	PSO 2	PSO 3	PSO 4
CO 1				
CO 2				
CO 3				
CO 4				
CO 5				

1.e Teaching and Examination Scheme (As specified by the University) for the Course

Categories	Mathematics	Computing / IT / Electronics	Humanities & Soft Skill	Social Sciences	Commerce	Management	Multidisciplinary
Tick suitable category							✓

Subject Code	Subject Name	Teaching Scheme			Credits Assigned			
		Theory	Practical	Tutorial	Theory	TW/Practical	Tutorial	Total
BAMMCW-203	Content Writing	75	--	--	3	-	-	3

Subject Code	Subject Name	Examination Scheme							
		Theory Marks IA Test			End Sem. Exam Marks	TW	Practical	Oral	Total
		IA 1	IA 2	SUM of IA1 and IA2					
BAMMCW-203	Content Writing	20	5	25	75	-	-	-	100

1.f Faculty-Wise Distribution of all Lecture-Practical-Tutorial Hours for the Course

Divisions	Lecture (Hrs.)	Practical (Hrs.)				Tutorial (Hrs.)			
		Batch 1	Batch 2	Batch 3	Batch 4	Batch 1	Batch 2	Batch 3	Batch 4
A	3.32	-	-	-	=	-	-	-	-

1.g Office Hours (Faculty will be available in office in this duration for solving students' query)

Division	Day	Time (at least 1 Hr. / Division)	Venue (Office Room No.)
A	Saturday	2:10p.m - 2:40p.m	Zoom Link will be provided in the class

2.a Syllabus : Module Wise Teaching Hours and % Weightage in University Question Paper

Module No.	Module Title and Brief Details	Teaching Hrs. for each module	% Weightage in University Question Papers
1	Introduction	5	
2	Foundation	8.3	
3	Editing Skills	5	
4	Writing Tips and Techniques	3.32	
5	PRESENTATION TOOLS AND TECHNIQUES	3.32	
6	Writing for the Web	5	
7	Other Requirements	5	
8	Writing Styles	5	
* Insert rows for more modules in the Course		Total	48*50/60=39.84
			100

2.b Prerequisite Courses

No.	Semester	Name of the Course	Topic/s
1	NIL	NIL	NIL
2			
3			

2.c Relevance to Future Courses

No.	Semester	Name of the Course
1	1	Masters in mass media
2		
3		

2.d Real Life Application Mapping – Mention Application from Very Common Day to Day Life

No.	Real Life Application Mapping with the Course
1	Script writer
2	Content developer
3	Proof reader

3. Past Results – Division-Wise and Topic-Wise Result Based Analysis

Details	Target – March 2019	March-2018	March- 2017	March 2016
Course Passing % – Average of 3 Divisions	NEW Subject			
Marks Obtained by Course Topper (mark/100)				

Year	Division A		Division B		Division C	
	Initials of Teacher	% Result	Initials of Teacher	% Result	Initials of Teacher	% Result
	New subject					

Topics which affect results negatively	Module Number	Recommendations to overcome these issues & improve result in future
		Practical examples

4 All the Learning Resources – Books and E-Resources

4.a List of Text Books (T – Symbol for Text Books) to be Referred by Students

Sr. No	Text Book Titles	Author/s	Publisher	Edition	Module Nos.
1	NA(New Subject)				
2					
3					
4					
5					
6					

4.b List of Reference Books (R – Symbol for Reference Books) to be Referred by Students

Sr. No	Reference Book Titles	Author/s	Publisher	Edition	Module Nos.
1	A Handbook of Rhetorical Devices	Robert A Harris	Focal Press	1	

2	Writing for the Mass Media	James Glen Stovall	Wiley-Interscience	2	
3					
4					
5					
6					

4.c List of E - Books (E – Symbol for E-Books) to be Referred by Students

Sr. No	E- Book Titles	Author/s	Publisher	Edition	Module Nos.
1	-				
2					
3					
4					

4.d Web Links and Names of Magazines, Journals, E-journals – [VIT is member of IIT Bombay Library]

Refer online journals subscribed in VIT library. You can also access IIT Bombay online library for journals from IITB campus.

Sr. No.	Web-Links and Names of Journals and E-Journals Recommended to Students for this Course	Web-Links and Names of Magazines Recommended to Students for this Course	Module Nos.
1	https://www.youtube.com/watch?v=1fRdfrC7yz8Nc	Content writing	1 & 2
2	https://www.youtube.com/watch?v=Md4RSjImosdfVg	Types of grammar	1& 5

4.e Module Best Available in - Tick the best resource [from 4.a to 4.d in this AAP] & give details

Module No.	Category (Please Tick Mark) - √						Available In VIT Library?		Details of the Resource (i.e. Name, Chapter & Page No., etc.)
	Book			Maga-zine	Journals		Y	N	
	Text	Reference	E-Book		Regular	E-Journal			
1									
2									
3									
4									

4.f Web Links for Online Notes/YouTube/VIT Digital Content/VIT Lecture Capture/NPTEL Videos

Students can view lectures by VIT professors, captured through LMS 'Lecture Capture' in VIT campus for previous years.

No.	Websites / Links	Module Nos.
1	Digital Content	All
2	PPTs	All

4.g Recommended MOOC Courses like Coursera / NPTEL / MIT-OCW / edX etc.

Sr. No.	MOOC Course Link	Course conducted by – Person / University / Institute / Industry	Course Duration	Certificate (Y / N)
1	https://www.coursera.org/specializations/good-with-words	Michigan State University	57 lectures	Y

4.h Recommended Value Added Courses (VAC)

Sr. No.	Name of the Value Added Course	Conducted by – Person / Institute / Industry	Course Duration	Certificate (Y / N)
1	Write your first novel	Michigan State University	5 Weeks	Y

4.i Study Material Distributed among Students

Tick if distributed among students					
GQ	Notes	Digital Content	PPT	EQ (updated till the Last Exam)	Other (Write Details)
		<input type="checkbox"/>			

5. Consolidated Course Lesson Plan

	From (date/month/year)	From (date/month/year)	Total Number of Weeks
Semester Duration			12(Approx)

Week No	Lecture no.	Module No.	Lecture Topics / IA 1 and IA 2 / BSA planned to be covered	Actual date of Completion	COs	Recommended Prior Viewing / Reading	
						Lecture No. (on LMS)	Chapter No. / Page Nos./ Books/ Web Site
1	1		Introduction to syllabus		-		
	2		With special emphasis on use of punctuations, prepositions, capital letters and lower case		2		
	3		With special emphasis on use of punctuations, prepositions, capital letters and lower case		2		
	4		Meaning, usage of words , acronyms		2		
2	5		Meaning, usage of words , acronyms		2		

	6	Internet Radio and Private FM Channels broadcast on Internet.	4		
	7	Homophones and common errors in English usage.	4		
	8	Homophones and common errors in English usage.	4		
3	9	With emphasis on writing with clarity, logic and structure	4		
	10	Identifying redundant words and phrases and eliminating these.	2 & 3		
	11	Editing redundant words/ phases and replacing wrong words/punctuation/grammatical error	2 & 3		
	12	Editing redundant words/ phases and replacing wrong words/punctuation/grammatical error	2 & 3		
4	13	Editing redundant words/ phases and replacing wrong words/punctuation/grammatical error	4		
	14	Editing redundant words/ phases and replacing wrong words/punctuation/grammatical error	3		
	15	Editing redundant words/ phases and replacing wrong words/punctuation/grammatical error	3		
	16	Editing redundant words/ phases and replacing wrong words/punctuation/grammatical error	3		
5	17	Structuring a story, Creating a flow, editing redundant words/ phases and replacing wrong words/punctuation/grammatical error	1		
	18	Structuring a story, Creating a flow, editing redundant words/ phases and replacing wrong words/punctuation/grammatical error	1		

	19	Structuring a story, Creating a flow, editing redundant words/ phases and replacing wrong words/punctuation/grammatical error	1		
	20	For television news	1		
6	21	Twitter and for other social networks	1		
	22	News briefs, Lifestyle and entertainment snippets	4		
	23	News briefs, Lifestyle and entertainment snippets	4		
	24	News briefs, Lifestyle and entertainment snippets	4		
7	25	Picture stories etc	4		
	26	Picture stories etc	4		
	27	News headlines and feature headlines	4		
	28	News headlines and feature headlines	4		
8	29	News headlines and feature headlines	4		
	30	Trends in regional radio and Television channels.	4		
	31	Use of Power Point tools	4		
	32	Power Point to Pdf	4		
9	33	Colour selection Use of clip art Use of Power Point smart tools Minimalist animation for maximum impact	4		
	34	Colour selection Use of clip art Use of Power Point smart tools Minimalist animation for maximum impact	4		

	35	Content for single slide Uses of phrases		4		
	36	Content for single slide Uses of phrases		4		
10	37	How to select relevant information Locating authentic information How to gather information for domestic and international websites		2		
	38	How to select relevant information Locating authentic information How to gather information for domestic and international websites		2		
	39	How to do a plagiarism check Paraphrasing Citation and referencing style		2		
	40	How to do a plagiarism check Paraphrasing Citation and referencing style		4		
11	41	Importance of content		4		
	42	Writing for print media/ social media like Twitter, etc		4		
	43	Writing for print media/ social media like Twitter, etc		4		
	44	Ad campaigns (creative, witty and attractive)		4		
12	45	Ad campaigns (creative, witty and attractive)		4		
	46	Ad campaigns (creative, witty and attractive)		4		
	47	Difference in writing for print vs digital		4		
	48	Difference in writing for print vs digital		4		
	49	Designing keywords for Search Engine Optimization		4		

6. Rubric for Grading and Marking of Term Work (inform students at the beginning of semester)

Lecture + Practical (% Attendance) & Marks	Assignments	Tutorial	Lab / Practical Performance	Lab Journal Assessment	Class Tests (Other than IA)	CLASS PARTICIPATION	Other (2) specify	Total
						5		5

7. Assignments / Tutorials Details (must attach print out of all questions together with AAP)

Assignment No.	Title of the Assignments / Tutorials	CO Map	Assignments given to Students on	Date of Submission
1	Write a short story	CO2	Week 3	Week 4
2	<i>Content for web homepage</i>	CO3	Week 6	Week 7
3	<i>Design a magazine cover page</i>	CO3	Week 9	Week 10

Analysis of Assignment / Tutorial Questions and Related Resources

Assignment No.	Week No.	Type* (✓)			Module No.	Based on #			Question Type (✓)	
		R	UQ	OBT		Text Book	Reference Book	Other Learning Resource	MU EQ	Thought Provoking
1	3	✓				✓			✓	✓
2										
3										
4										

* Tick (✓) the Type of the Assignment: Regular (R); Unannounced Quiz (UQ) ; Open Book Test for TY/SY/MASTERS (OBT)
 # Write number for Text book, reference book, other learning resource from this AAP – from Points 4.a to 4.d

8. Internal Assessment / Other Class Test / Open Book Test (OBT)/Take Home Test (THT) Details

Tests	Test Dates	Module No.	CO Map	IA Question Paper Pattern	Policy
1 st IA Test	NA			Q1 – MCQ - 10 Marks Q2 – 1 numerical 5 Marks Q3 – 1 numerical 5 Marks 20 marks each for IA 1 & 2	No IA Re-test
2 nd IA Test	NA				IA is a Head of passing *
Pop Quiz	NA				
Open Book Test					
Take Home Test					
Class tests / prelims					
Class tests / prelims					
Any other test/exams					

* IA failures will have to appear for re-test in next semester

9.a Practical Activities – Regular Experiments

Practical No.	Module No.	Title of the Regular Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1					
2					
3					
4					
5					
6					
7					
8					
9					
10					

9.b Practical Activities – Newly Added Experiments

Practical No.	Module No.	Title of the Newly Added Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1					
2					

9.c Practical Activities – PBL Experiments

Practical No.	Module No.	Title of the PBL Experiments	Concepts to be highlighted	CO Map	Audit / Quality (0 to 4)
1		NA			
2					

10. Beyond Syllabus Activities for Gap Mitigation

No.	Type of the Activity	Activities	Details – no of attendees, guest, feedback, mark sheet, report
1	Interaction with Outside World	Guest Lecture / Workshops	Maybe
2		Industrial Visit	
3	Test and Assessments	Class Tests – (other than IA)	Yes
4		Mini Projects	Yes
5		Pop Quiz	
6		Mobile App Based Quiz	
7		Open Book Test	
8		Take Home Test	
9	Collaborative and Group Activity	Poster Presentation	
10		Minute Papers	
11		Students Seminar	
12		Students Debates	Yes
13		Panel Discussion / Mock GD	
14		Mock Interview	
15	Co-curricular	MOOC-NPTEL/Coursera Videos	

16	Courses	Value Added Courses	
17		Lecture Capture Usage	

*** Do not delete any activity. Give details for planned events. Write 'NA' for activity Not Planned.**

Consolidated Academic Administration Plan Prepared by (mention all theory teaching faculty names with signature)

Ranjit Singh Anand

Faculty 1 Name (Sign.)

Faculty 2 Name (Sign.)

Faculty 3 Name (Sign.)

External Industry Mentor (Sign.)

External Academic Mentor (Sign.)

VSIT Cluster Mentor Name (Sign.)

Head of Dept. (Sign.)

The academic resources available in VSIT –

VMIS (ERP)	V-Refer and V-Live	VSIT Library	VAC & MOOC Courses
Institute & Department Vision and Mission	Former IA question papers and solutions (prepared by faculty)	Former IA question papers solutions - hardcopy	Value Added Courses (VAC) are conducted throughout the semester & in the semester break - Enrol for the VACs
Program Educational Objectives (PEO)	MU end semester examination question papers and solutions (prepared by faculty)	MU end semester exam question paper & solutions - by faculty, hardcopy	
Program Specific Outcome (PSO)	Class notes and Digital Content for the subject (scanned / typed by faculty)	All text books, reference books, e -books mentioned in the syllabus & AAP	Online courses from NPTEL, Coursera etc. are pursued throughout the semester - Register for the course & get certified
Program Outcome (PO)	Comprehensive question bank, EQ, GQ, PPT, Class Test papers	Technical journals and magazines for reference	
Departmental Knowledge Map	Academic Administration Plan & Beyond Syllabus Activity report	VSIT library is member of IIT Bombay Library	Watch former lectures captured in LMS at VSIT

1.a Course Objectives (write in detail – follow NBA guideline in this regard)

Cognitive	What do you want students to know?	To understand and examine the growing importance of advertising To develop significant level of understanding of advertising literature: conceptual framework, theories, typologies, strategies and techniques
Affective	What do you want students to think / care about?	To understand media, advertising agency especially how successfully it is managed and how to deal with client and the industry To understand the construction of an effective advertisement
Behavioural	What do you want students to be able to do?	Learners can apply management and advertising skills in context of ad creation and media management To understand the role of advertising in contemporary scenario To understand the future and career in advertising

1.b Course Outcome (CO) Statements and Module-Wise Mapping (follow NBA guideline)

CO No.	Statements	Related Module/s
CO1	To give a brief insight about advertising & its different aspects to the students of Media	Unit 1 & 2
CO2	To understand the functions of an Ad agency	Unit 2
CO3	To study contemporary advertising and society	Unit 3
CO4	To be aware of different ad campaigns. To practically know creation of ads	Unit 4

s

1.c Mapping of COs with POs (mark S: Strong, M: Moderate, W: Weak, Dash '-': not mapped)

	PO 1	PO 2	PO 3	PO 4	PO 5	PO 6	PO 7	PO 8	PO 9	PO 10	PO 11	PO 12
CO 1												
CO 2												
CO 3												
CO 4												
CO 5												

1.d Mapping of COs with PSOs (mark S: Strong, M: Moderate, W: Weak, Dash '-':not mapped)

	PSO 1	PSO 2	PSO 3	PSO 4
CO 1				

CO 2				
CO 3				
CO 4				
CO 5				

1.e Teaching and Examination Scheme (As specified by the University) for the Course

Categories	Mathematics	Computing / IT / Electronics	Humanities & Soft Skill	Social Sciences	Commerce	Management	Multidisciplinary
Tick suitable category							√

Subject Code	Subject Name	Teaching Scheme			Credits Assigned		
		Theory	Practical	Tutorial	Theory	TW/Practical	Tutorial
	Advertising	75					

Subject Code	Subject Name	Examination Scheme							
		Theory Marks IA Test			End Sem. Exam Marks	TW	Practical	Oral	Total
		IA 1	IA 2	Sum of IA1 and IA2					
	Advertising	20	05	25	75				100

1.f Faculty-Wise Distribution of all Lecture-Practical-Tutorial Hours for the Course

Divisions	Lecture (Hrs.)	Practical (Hrs.)				Tutorial (Hrs.)			
		Batch 1	Batch 2	Batch 3	Batch 4	Batch 1	Batch 2	Batch 3	Batch 4
A	3	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.

1.g Office Hours (Faculty will be available in office in this duration for solving students' query)

Division	Day	Time (at least 1 Hr. / Division)	Venue (Office Room No.)
F	Friday	2 p.m. -3 p.m.	MS teams

2.a Syllabus: Module Wise Teaching Hours and % Weightage in University Question Paper

Module No.	Module Title and Brief Details	Teaching Hrs. for each module	% Weightage in University Question Papers
1	1. Introduction to advertising	18 hr	
2	Integrated marketing communication and tools	10 hr	
3	Creativity in advertising	14 hr	
4	Types of advertising agency, department, careers and latest trends in advertising	06 hr	

* Insert rows for more modules in the Course		Total	48
			100

2.b Prerequisite Courses

No.	Semester	Name of the Course	Topic/s
1	3	Media Studies	ALL
2	3	Introduction to creative writing	Unit 1

2.c Relevance to Future Courses

No.	Semester	Name of the Course
1	TYBMM	Sem V -Ad design, Advertising in contemporary society, Brand Building Sem VI- Agency Mgmt., Direct Marketing
2	MBA/MMM	Specialisation in Advertising
3	M.com	Sem 2 E-Commerce

2.d Real Life Application Mapping – Mention Application from Very Common Day to Day Life

No.	Real Life Application Mapping with the Course
1	In field of Advertising as Advertising Manager, Brand Manager, Client servicing, Agency management etc.
2	Digital Marketing and Advertising

3. Past Results – Division-Wise and Topic-Wise Result Based Analysis

Details	Target - Mar 2018	Mar 2017	Mar 2016	Mar 2015
Course Passing % – Average of Divisions	100%	97%		
Marks Obtained by Course Topper (mark/100)				

Year	Division A		Division B		Division C	
	Initials of Teacher	% Result	Initials of Teacher	% Result	Initials of Teacher	% Result
Mar 2017						
Mar 2016					NA	NA
Mar 2015						

Topics which affect results negatively	Module Number	Recommendations to overcome these issues & improve result in future
Introduction to Advertising	1	Assignment & diagrams

Creativity in Advertising	3	Practical examples, case study, campaign, ad making
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4 All the Learning Resources – Books and E-Resources

4.a List of Text Books (T – Symbol for Text Books) to be Referred by Students

Sr. No.	Text Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Advertising		Pearson Education		
2	Introduction to Advertising – Amita Shankar	Amita Shankar			

4.b List of Reference Books (R – Symbol for Reference Books) to be Referred by Students

Sr. No.	Reference Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Advertising and Media Planning	Jack Z. Sissors & Roger Baron	McGraw Hill	6	1 st
2	Adv. Promotion & other aspects of IMC	Shimp & Adrems	Cengage	1	1&2
3	Advertising Mgmt. Concepts & cases	Manendra Mohan	Pearson	1	3
4	Advertising Management	Batra Meyers & Aaker		1	4

4.c List of E - Books (E – Symbol for E-Books) to be Referred by Students

Sr. No.	E- Book Titles	Author/s	Publisher	Edition	Module Nos.
1	In Defense of Advertising	Jerry Kirkpatrick	TLJ books	1	

4.d Web Links and Names of Magazines, Journals, E-journals – [VIT is member of IIT Bombay Library]

Refer online journals subscribed in VIT library. You can also access IIT Bombay online library for journals from IITB campus.

Sr. No.	Web-Links and Names of Journals and E-Journals Recommended to Students for this Course	Web-Links and Names of Magazines Recommended to Students for this Course	Module Nos.
1	International journal on Marketing and trade policy	Advertising Age	All
2	Journal of management – Available in Library	Campaign India	
3	International journal on Marketing and finance		

4.e Module Best Available in - Tick the best resource [from 4.a to 4.d in this AAP] & give details

Module No.	Category (Please Tick Mark) - √						Available In VSIT Library?		Details of the Resource (i.e. Name, Chapter & Page No., etc.)
	Book			Magazine	Journals		Y	N	
	Text	Reference	E-Book		Regular	E-Journal			
1	✓	✓		✓			Y		Unit 1-4
2	✓	✓		✓			Y		Unit 1-4

3	✓	✓		✓			Y		Unit 1-4
4	✓	✓		✓			Y		Unit 1-4

4.f Web Links for Online Notes/YouTube/VSIT Digital Content/VIT Lecture Capture/NPTEL Videos

Students can view lectures by VSIT professors, captured through LMS 'Lecture Capture' in VIT campus for previous years.

No.	Websites / Links	Module Nos.
1	www.talentedge.in/MICA/Advertising-PR	
2	https://www.youtube.com/watch?v=_IYNMdV9E	All
3	www.scdl.net/about-symbiosis-center-for-distance-learning.aspx	1
4	https://www.youtube.com/watch?v=hcz1aZ60k7w	3

4.g Recommended MOOC Courses like Coursera / NPTEL / MIT-OCW / edX etc.

Sr. No.	MOOC Course Link	Course conducted by – Person / University / Institute / Industry	Course Duration	Certificate (Y / N)
1	https://swayam.gov.in/course/3993-advertising	MHRD	5 weeks	Y

4.h Recommended Value Added Courses (VAC)

Sr. No.	Name of the Value Added Course	Conducted by – Person / Institute / Industry	Course Duration	Certificate (Y / N)
1	Digital Advertising	ZIMA	5 weeks	Y

4.i Study Material Distributed among Students

Tick if distributed among students					
GQ	Notes	Digital Content	PPT	EQ (updated till the Last Exam)	Other (Write Details)
✓	✓	✓	✓	✓	

5. Consolidated Course Lesson Plan

	From (date/month/year)	To (date/month/year)	Total Number of Weeks
Semester Duration	3/12/2020	March 2020	15

Week	Lecture no.	Module No.	Lecture Topics / IA 1 and IA 2 / BSA planned to be covered	Actual date of Completion	Cos	Recommended Prior Viewing / Reading	
						Lecture No. (on LMS)	Chapter No. / Page Nos. / Books/ Web Site

1	1	1	Introduction (Syllabus) Evolution , importance, Features , benefits , limitation , effects and 5M's of advertising	1		
	2	1	limitation , effects and 5M's of advertising	1		
	3	1	Consumer, Industrial, Retail, Classified, Corporate ,Public service, ,	1		
	4	1	,Generic, National, Global, International, Social (CSR) and Advocacy	1		
2	5	1	3. Ethics and Laws in Advertising Puffery, Subliminal	1		
	6	1	Weasel claim, Surrogate,	1		
	7	1	Shocking ads , Controversial	1		
	8	1	Debate: advertising : a boon or a bane (assignment)	3		
3	9	1	4. Social, Cultural and Economic impact of Advertising	2		
	10	1	Women and advertising	1		
	11	1	, Children and advertising, Senior citizen	1		
	12	1	Pop Culture and advertising	1		
4	13	1	5. Theories Stimulus theory, AIDA,	1		
	14	1	Hierarchy	1		
	15	1	MeansEnd Theory	1		
	16	1	AIDA	1		
5	17	1	Revision	1		
	18	2	Integrated marketing communication and tools	2		
	19	2	1. Integrated marketing communication	2		

	20	2	Emergence, Role, Tools		1		
6	21	2	Communication process, The IMC Planning Process		2		
	22	2	3.Print Media and Out-of Home Media		2		
	23	2	Basic concepts, Types of Newspapers advertising , advantages and disadvantage of News paper advertising ,Magazines, Factors to consider for magazine advertising,		2		
	24	2	Out-of-home Advertising, On- premise advertising , Transit advertising , Posters , Directory advertising		3		
7	25	2	3. Broadcast Media		3		
	26	2	Case study- Pepsi, Mcdonald's etc.		3		
	27	2	Radio advertising Advantages and Disadvantages of Radio advertising , Television advertising and its Advantages and Disadvantages		3		
	28	2	Movie: What Women Want		3		
8	29	2	Film advertising and Product placement - Advantages and Disadvantages				
	30	2	4. Public Relation Meaning of Public Relations, Types of public relations Difference between public relations and advertising		4		
	31	2	g, Difference between Publicity and Advertising, , Advantages and Disadvantages of Public Relations, Advantages and Disadvantages of Publicity		4		
	32	2	Sales Promotion and Direct marketing Growth and Types of Sales promotion, Advantages		4		
9	33	2	Growth of Direct marketing and its tools Advantages and disadvantages		1		
	34	2	Presentation- ad- making competition Print & TVC		3		
	35	3	3.Creativity in advertising 1. 1. Introduction to Creativity		3		
	36	3	Importance of creative process		1		
10	37	3	Creative strategy development		1		

	38	3	Big idea		1		
	39	3	positioning strategies		2		
	40	3	Types of appeals		1		
11	41	3	2. Role of different elements in ads		1		
	42	3	Logo, Jingle, Company signature, Slogan, tagline, illustration , Creating Radio commercial – Words, sounds , clarity , coherence etc		1		
	43	3	Slogan, tagline, illustration		2		
	44	3	Creating Radio commercial				
12	45	3	Words, sounds, clarity , coherence				
	46	3	3. Elements of copy Headline, Sub headline , Layout , Body copy , Types of copy and slogan , creating story board				
	47	4	Types of advertising agency, department, careers and latest trends in advertising				
	48	4	Full service, Creative boutique, Media buying agency, In- house agency, Specialized Agencies and others				
13	49	4	department				
	50		careers and latest trends in advertising		1		
	51						
	52						

6.

Rubric for Grading and Marking of Term Work (inform students at the beginning of semester)

Lecture + Practical (% Attendance) & Marks	Assignments	Tutorial	Lab / Practical Performance	Lab Journal Assessment	Class Tests (Other than IA)	Class participation	Other (2) Specify	Total
05	4				2			10 scale down to 5 5

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7. Assignments / Tutorials Details (must attach print out of all questions together with AAP)

Assignment No.	Title of the Assignments / Tutorials	CO Map	Assignments given to Students on	Date of Submission
1	Ethical Issues in advertising	CO1	3 rd Week	4 th Week
2	Advertising Agency	CO2	5 th Week	6 th Week
3	Role of advertising	CO3	8 th Week	9 th Week
4	Budget, Evaluation, Current trends in Advertising	CO4	11 th Week	12 th Week

Analysis of Assignment / Tutorial Questions and Related Resources

Assignment No.	Week No.	Type* (√)			Module No.	Based on #			Question Type (√)	
		R	UQ	OBT		Text Book	Reference Book	Other Learning Resource	MU EQ	Thought Provoking
1	3	✓			1		✓		✓	
2	5	✓			2		✓		✓	
3	8	✓			3		✓		✓	
4	11			✓	4		✓		✓	

* Tick (√) the Type of the Assignment: Regular (R); Unannounced Quiz (UQ) ; Open Book Test for TY/SY/MASTERS (OBT)
 # Write number for Text book, reference book, other learning resource from this AAP – from Points 4.a to 4.d

8. Internal Assessment / Other Class Test / Open Book Test (OBT)/Take Home Test (THT) Details

Tests	Test Dates	Module No.	CO Map	IA Question Paper Pattern	Policy
1 st IA Test	7 or 8 th Week	1 & 2	1 & 2	Q1 – MCQ - 10 Marks Q2 – 1 numerical 5 Marks Q3 – 1 numerical 5 Marks 20 marks each for IA 1 & 2	No IA Re-test IA is a Head of passing *
2nd IA Test					
Pop Quiz					
Open Book Test					

Take Home Test					
Class tests / prelims					
Class tests / prelims					
Any other test/exams					

* IA failures will have to appear for re-test in next semester

9.a Practical Activities – Regular Experiments

Practical No.	Module No.	Title of the Regular Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1					
2					

9.b Practical Activities – Newly Added Experiments

Practical No.	Module No.	Title of the Newly Added Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1		Ad making (TVC) print ads etc.			

9.c Practical Activities – PBL Experiments

Practical No.	Module No.	Title of the PBL Experiments	Concepts to be highlighted	CO Map	Audit / Quality (0 to 4)
1	All	Case lets		1	
2	2	Role Play		3	

10. Beyond Syllabus Activities for Gap Mitigation

No.	Type of the Activity	Activities	Details – no of attendees, guest, feedback, mark sheet, report
1	Interaction with Outside World	Guest Lecture / Workshops	Advertising
2		Industrial Visit	May Be
3	Test and Assessments	Class Tests – (other than IA)	Surprise test
4		Mini Projects	NA
5		Pop Quiz	Yes for Module 2
6		Mobile App Based Quiz	NA

7		Open Book Test	yes/Yes
8		Take Home Test	Yes (5 question from each unit)
9	Collaborative and Group Activity	Poster Presentation	Yes
10		Minute Papers	NA
11		Students Seminar	NA
12		Students Debates	Yes
13		Panel Discussion / Mock GD	NA
14		Mock Interview	NA
15	Co-curricular Courses	MOOC-NPTEL/Coursera Videos	NA
16		Value Added Courses	yes
17		Lecture Capture Usage	NA

*** Do not delete any activity. Give details for planned events. Write 'NA' for activity Not Planned.**

Consolidated Academic Administration Plan Prepared by (mention all theory teaching faculty names with signature)

Anindita Banerji

Faculty 1 Name (Sign.)

Faculty 2 Name (Sign.)

Faculty 3 Name (Sign.)

Shilpi Pathak
External Industry Mentor (Sign.)

Krishna Warriar
External Academic Mentor (Sign.)

VSIT Cluster Mentor Name (Sign.)

Head of Dept. (Sign.)

The academic resources available in VSIT –

VMIS (ERP)	V-Refer and V-Live	VSIT Library	VAC & MOOC Courses
Institute & Department Vision and Mission	Former IA question papers and solutions (prepared by faculty)	Former IA question papers solutions - hardcopy	Value Added Courses (VAC) are conducted throughout the semester & in the semester break - Enrol for the VACs
Program Educational Objectives (PEO)	MU end semester examination question papers and solutions (prepared by faculty)	MU end semester exam question paper & solutions - by faculty, hardcopy	
Program Specific Outcome (PSO)	Class notes and Digital Content for the subject (scanned / typed by faculty)	All text books, reference books, e - books mentioned in the syllabus & AAP	Online courses from NPTEL, Coursera etc. are pursued throughout the semester - Register for the course & get certified
Program Outcome (PO)	Comprehensive question bank, EQ, GQ, PPT, Class Test papers	Technical journals and magazines for reference	
Departmental Knowledge Map	Academic Administration Plan & Beyond Syllabus Activity report	VSIT library is member of IIT Bombay Library	Watch former lectures captured in LMS at VSIT

1.a Course Objectives (write in detail – follow NBA guideline in this regard)

Cognitive	What do you want students to know?	<ol style="list-style-type: none"> To understand the the burning issues across various sectors To enhance their reading skills and alos inculcate habit of being updated with the news.
Affective	What do you want students to think / care about?	<ol style="list-style-type: none"> To think and give thir opinion in a way that stimulates them to thik.
Behavioural	What do you want students to be able to do?	<ol style="list-style-type: none"> To be able to undertsnd and have a neutral attitude towards the their conduct and behaviour

1.b Course Outcome (CO) Statements and Module-Wise Mapping (follow NBA guideline)

CO No.	StatementsS	Related Module/s
CO1	To provide the students with basic understanding of the concepts of corporate	Unit 1

	communication and public relations.	
CO2	To introduce the various elements of corporate communication and consider their roles in managing media organizations.	Unit 2
CO3	To examine how various elements of corporate communication must be coordinated to communicate effectively in today's competitive world.	Unit 3
CO4	Twenty minutes of newspaper reading and discussion is mandatory in every lecture	Unit 4
CO5	To develop critical understanding of the different practices associated with corporate communication with the latest trends and social media tools.	
CO6		
CO7		
CO8		

1.c Mapping of COs with POs (mark S: Strong, M: Moderate, W: Weak, Dash '-': not mapped)

	PO 1	PO 2	PO 3	PO 4	PO 5	PO 6	PO 7	PO 8	PO 9	PO 10	PO 11	PO 12
CO 1												
CO 2												
CO 3												
CO 4												
CO 5												

1.d Mapping of COs with PSOs (mark S: Strong, M: Moderate, W: Weak, Dash '-':not mapped)

	PSO 1	PSO 2	PSO 3	PSO 4
CO 1				
CO 2				
CO 3				
CO 4				
CO 5				

1.e Teaching and Examination Scheme (As specified by the University) for the Course

Categories	Mathematics	Computing / IT / Electronics	Humanities & Soft Skill	Social Sciences	Commerce	Management	Multidisciplinary
Tick suitable category			✓				

Subject Code	Subject Name	Teaching Scheme			Credits Assigned			
		Theory	Practical	Tutorial	Theory	TW/Practical	Tutorial	Total
	Corporate Communication & public relations	75	--	--	3	2	--	5

Subject Code	Subject Name	Examination Scheme							
		Theory Marks IA Test			End Sem. Exam Marks	TW	Practical	Oral	Total
		IA 1	IA 2	Sum of IA1 and IA2					
	Corporate Communication & public relations	20	05	25	75	--	--	--	100

1.f Faculty-Wise Distribution of all Lecture-Practical-Tutorial Hours for the Course

Divisions	Lecture (Hrs.)	Practical (Hrs.)				Tutorial (Hrs.)			
		Batch 1	Batch 2	Batch 3	Batch 4	Batch 1	Batch 2	Batch 3	Batch 4
A	48	3 hrs	N.A	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.

1.g Office Hours (Faculty will be available in office in this duration for solving students' query)

Division	Day	Time (at least 1 Hr. / Division)	Venue (Office Room No.)
A	Tuesday	9:30 to 10:30 AM	Well Area

2.a

Syllabus: Module Wise Teaching Hours and % Weightage in University Question Paper

Module No.	Module Title and Brief Details	Teaching Hrs. for each module	% Weightage in University Question Papers
1	Foundation of Corporate Communication	14 hrs	25%
2	Understanding Public Relations	16 Hrs	25%
3	Corporate Communication and Public Relation's range of functions	10 Hrs	25%
4	Latest Trends, Tools and Technology Role of Social media in Corporate Communication and Public Relations	8 Hrs	25%
* Insert rows for more modules in the Course Total		48	100%

2.b

Prerequisite Courses

No.	Semester	Name of the Course	Topic/s
1	1&2	Effective Communication Skills I & II	All the units
2			

2.c

Relevance to Future Courses

No.	Semester	Name of the Course
1	TY	This can have a holistic development among students and will help them be updated about the current affairs and also develop their overall personality.
2		

2.d

Real Life Application Mapping – Mention Application from Very Common Day to Day Life

No.	Real Life Application Mapping with the Course
1	It will helps them for effective communication in the corporate enviornment.
2	This will also enhance their communication and Presentation skills.
3	

3. Past Results – Division-Wise and Topic-Wise Result Based Analysis

Details	Target - Dec 2020	Dec 2017	Dec 2016	Dec 2016
Course Passing % – Average of 3 Divisions	100%			
Marks Obtained by Course Topper (mark/100)				

Year	Division A		Division B		Division C	
	Initials of Teacher	% Result	Initials of Teacher	% Result	Initials of Teacher	% Result

Topics which affect results negatively	Module Number	Recommendations to overcome these issues & improve result in future

4 All the Learning Resources – Books and E-Resources

4.a List of Text Books (T – Symbol for Text Books) to be Referred by Students

Sr. No	Text Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Vipul				
2					

4.b List of Reference Books (R – Symbol for Reference Books) to be Referred by Students

Sr. No	Reference Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Public Relations Ethics	Philip Seib and Kathy Fitzpatrick			
2	The realities of PR	Newsom, Turk, Kruckleberg			
3	Principals of Public Relations-	C.S Rayudu and K.R. Balan			
4	Public Relations	-Diwakar Sharma			
5	Public Relations Practices-	Center and Jackson			
6	The Art of Public Relations by CEO of leading PR firms				

4.c List of E - Books (E – Symbol for E-Books) to be Referred by Students

Sr. No	E- Book Titles	Author/s	Publisher	Edition	Module Nos.
1	https://peterstetka.files.wordpress.com/2012/10/practical-pr.pdf	Tony Greener	Bookbook.com		
2	https://2012books.lardbucket.org/pdfs/an-introduction-to-organizational-communication.pdf	Jason S. Wrench			
3					
4					

4.d Web Links and Names of Magazines, Journals, E-journals – [VIT is member of IIT Bombay Library]

Refer online journals subscribed in VIT library. You can also access IIT Bombay online library for journals from IITB campus.

Sr. No.	Web-Links and Names of Journals and E-Journals Recommended to Students for this Course	Web-Links and Names of Magazines Recommended to Students for this Course	Module Nos.

1			
2			
3			
4			
5			
6			

4.e **Module Best Available in - Tick the best resource [from 4.a to 4.d in this AAP] & give details**

Module No.	Category (Please Tick Mark) - √						Available In VSIT Library?		Details of the Resource (i.e. Name, Chapter & Page No., etc.)
	Book			Magazine	Journals		Y	N	
	Text	Reference	E-Book		Regular	E-Journal			
1	✓	✓	✓				Y		All
2	✓	✓	✓				Y		All
3	✓	✓	✓				Y		All
4	✓	✓	✓				Y		All

4.f **Web Links for Online Notes/YouTube/VSIT Digital Content/VIT Lecture Capture/NPTEL Videos**

Students can view lectures by VSIT professors, captured through LMS 'Lecture Capture' in VIT campus for previous years.

No.	Websites / Links	Module Nos.
1	Digital Content (live.vsit.edu.in)	1-4
2		

4.g **Recommended MOOC Courses like Coursera / NPTEL / MIT-OCW / edX etc.**

Sr. No.	MOOC Course Link	Course conducted by – Person / University / Institute / Industry	Course Duration	Certificate (Y / N)

4.h Recommended Value Added Courses (VAC)

Sr. No.	Name of the Value Added Course	Conducted by – Person / Institute / Industry	Course Duration	Certificate (Y / N)

i

4.i Study Material Distributed among Students

Tick if distributed among students					
GQ	Notes	Digital Content	PPT	EQ (updated till the Last Exam)	Other (Write Details)
✓ <input type="checkbox"/>	<input type="checkbox"/> ✓	✓ <input type="checkbox"/>	<input type="checkbox"/> ✓	<input type="checkbox"/>	

5. Consolidated Course Lesson Plan

	From (date/month/year)	To (date/month/year)	Total Number of Weeks
Semester Duration	10/07/20	20/10/2020	14 weeks

Week	Lecture no.	Module No.	Lecture Topics / IA 1 and IA 2 / BSA planned to be covered	Actual date of Completion	COs	Recommended Prior Viewing / Reading	
						Lecture No. (on LMS)	Chapter No. / Page Nos. / Books / Web Site
1	1	1	Meaning , Need and Scope of Corporate Communication towards Indian Media Scenario				
	2	1	Meaning , Need and Scope of Corporate Communication towards Indian Media Scenario				
	3	1	Corporate Identity: Meaning and Features. Corporate Corporate Image: Meaning, Factors influencing Corporate Image, Corporate Image				

			creation sustainability and restoration (Online and traditional) Corporate Reputation and Management: Meaning, Advantages of Good Corporate Reputation.				
	4	1	Corporate Identity: Meaning and Features. Corporate Corporate Image: Meaning, Factors influencing Corporate Image, Corporate Image creation sustainability and restoration (Online and traditional) Corporate Reputation and Management: Meaning, Advantages of Good Corporate Reputation				
	5	1	Corporate Identity: Meaning and Features. Corporate Corporate Image: Meaning, Factors influencing Corporate Image, Corporate Image creation sustainability and restoration (Online and traditional) Corporate Reputation and Management: Meaning, Advantages of Good Corporate Reputation				
2	6	1	Corporate Identity: Meaning and Features. Corporate Corporate Image: Meaning, Factors influencing Corporate Image, Corporate Image creation sustainability and restoration (Online and traditional) Corporate Reputation and Management: Meaning, Advantages of Good Corporate Reputation				
	7	1	Corporate Identity: Meaning and Features. Corporate Corporate Image: Meaning, Factors influencing Corporate Image, Corporate Image creation sustainability and restoration (Online and traditional) Corporate Reputation and Management: Meaning, Advantages of Good Corporate Reputation				

	8	1	Importance of Ethics in Corporate Communication, Professional Code of Ethics, Communication Mass Media Laws: Defamation, Invasion of Privacy, Copyright Act, Cyber-crime and RTI.				
	9	1	Importance of Ethics in Corporate Communication, Professional Code of Ethics, Communication Mass Media Laws: Defamation, Invasion of Privacy, Copyright Act, Cyber-crime and RTI				
	10	1	Importance of Ethics in Corporate Communication, Professional Code of Ethics, Communication Mass Media Laws: Defamation, Invasion of Privacy, Copyright Act, Cyber-crime and RTI				
	11	1	Importance of Ethics in Corporate Communication, Professional Code of Ethics, Communication Mass Media Laws: Defamation, Invasion of Privacy, Copyright Act, Cyber-crime and RTI				
	12	1	Importance of Ethics in Corporate Communication, Professional Code of Ethics, Communication Mass Media Laws: Defamation, Invasion of Privacy, Copyright Act, Cyber-crime and RTI				
	13	2	Meaning, Definitions, Scope, Objective and Growth of Public Significance of Public Relation in Business. Tracing Growth of Public Relations in India, Scenario Internal and External PR. Reasons for Emerging International Public Relations, Mergers/Collaborations/Joint Ventures between Indian and international public relations agencies, advantages and disadvantages of Public Relations.				
	14	2	Meaning, Definitions, Scope, Objective and Growth of Public				

			Significance of Public Relation in Business.Tracing Growth of Public Relations in India,Scenario Internal and External PR. Reasons for Emerging International Public Relations,Mergers/Collaborations/Joint Venturesbetween Indian and international publicrelations agencies, advantages and disadvantages of Public Relations.				
	15	2	Meaning, Definitions, Scope, Objective and Growth of Public Significance of Public Relation in Business.Tracing Growth of Public Relations in India,Scenario Internal and External PR. Reasons for Emerging International Public Relations,Mergers/Collaborations/Joint Venturesbetween Indian and international publicrelations agencies, advantages and disadvantages of Public Relations.				
	16	2	Meaning, Definitions, Scope, Objective and Growth of Public Significance of Public Relation in Business.Tracing Growth of Public Relations in India,Scenario Internal and External PR. Reasons for Emerging International Public Relations,Mergers/Collaborations/Joint Venturesbetween Indian and international publicrelations agencies, advantages and disadvantages of Public Relations.				
	17	2	Meaning, Definitions, Scope, Objective and Growth of Public Significance of Public Relation in Business.Tracing Growth of Public Relations in India,Scenario Internal and External PR. Reasons for Emerging International Public Relations,Mergers/Collaborations/Joi				

			nt Venturesbetween Indian and international publicrelations agencies, advantages and disadvantages of Public Relations.				
18	2		Healthcare, Entertainment, Banking andRelations in various Finance, Real estate, Fashion and Lifestyle sectors and Service.				
19	2		Healthcare, Entertainment, Banking andRelations in various Finance, Real estate, Fashion and Lifestyle sectors and Service				
20	2		Healthcare, Entertainment, Banking andRelations in various Finance, Real estate, Fashion and Lifestyle sectors and Service				
21	2		Healthcare, Entertainment, Banking andRelations in various Finance, Real estate, Fashion and Lifestyle sectors and Service				
22	2		Grunting's (4 models),Pseudo-events,Public Relations Publicity , Propaganda, Persuasion, Situational theory , Diffusion theory and various tools of Public Relations (Press conference, Press release , Media Dockets, Advertorials, Sponsorship.				
23	2		Grunting's (4 models),Pseudo-events,Public Relations Publicity , Propaganda, Persuasion, Situational theory , Diffusion theory and various tools of Public Relations (Press conference, Press release , Media Dockets, Advertorials, Sponsorship.				
24	2		Grunting's (4 models),Pseudo-events,Public Relations Publicity , Propaganda, Persuasion, Situational theory , Diffusion theory and various tools of Public Relations (Press conference, Press release , Media Dockets, Advertorials, Sponsorship.				
25	2		Grunting's (4 models),Pseudo-events,Public Relations Publicity ,				

			Propaganda, Persuasion, Situational theory , Diffusion theory and various tools of Public Relations (Press conference, Press release , Media Dockets, Advertorials, Sponsorship.				
	26	2	Grunting's (4 models),Pseudo-events,Public Relations Publicity , Propaganda, Persuasion, Situational theory , Diffusion theory and various tools of Public Relations (Press conference, Press release , Media Dockets, Advertorials, Sponsorship.				
	27	2	Grunting's (4 models),Pseudo-events,Public Relations Publicity , Propaganda, Persuasion, Situational theory , Diffusion theory and various tools of Public Relations (Press conference, Press release , Media Dockets, Advertorials, Sponsorship.				
	28	3	Introduction, Importance of Media Relations, Sources Media of Media Information, Building Effective Media Relations Relations, Principles of Good Media Relations , Media analysis and evaluation				
	29	3	Introduction, Importance of Media Relations, Sources Media of Media Information, Building Effective Media Relations Relations, Principles of Good Media Relations , Media analysis and evaluation				
	30	3	Introduction, Importance of Media Relations, Sources Media of Media Information, Building Effective Media Relations Relations, Principles of Good Media Relations , Media analysis and evaluation				
	31	3	Introduction, Sources of Employee Communications,Employee Organizing Employee Communications, Benefits of Communication Good Employee Communications, Steps in Implementing An Effective Employee Communications				

			Programme, Role of Management in Employee Communications				
	32	3	Introduction, Sources of Employee Communications, Employee Organizing Employee Communications, Benefits of Communication Good Employee Communications, Steps in Implementing An Effective Employee Communications Programme, Role of Management in Employee Communications				
	33	3	Introduction, Sources of Employee Communications, Employee Organizing Employee Communications, Benefits of Communication Good Employee Communications, Steps in Implementing An Effective Employee Communications Programme, Role of Management in Employee Communications				
	34	3	Introduction, Impact of Crisis, Role of Communication in Crisis, Guidelines for Handling Crisis, Trust Building, Communication Case studies such as Nestle Maggie, Indigo, Cadbury Dairy Milk, Niira Radia, Tylenol etc				
	35	3	Introduction, Impact of Crisis, Role of Communication in Crisis, Guidelines for Handling Crisis, Trust Building, Communication Case studies such as Nestle Maggie, Indigo, Cadbury Dairy Milk, Niira Radia, Tylenol etc				
	36	3	Introduction, Impact of Crisis, Role of Communication in Crisis, Guidelines for Handling Crisis, Trust Building, Communication Case studies such as Nestle Maggie, Indigo, Cadbury Dairy Milk, Niira Radia, Tylenol etc				
	37	3	Introduction, Impact of Crisis, Role of Communication in Crisis, Guidelines for Handling Crisis, Trust Building, Communication Case studies such as Nestle Maggie,				

			Indigo, Cadbury Dairy Milk, Niira Radia, Tylenol etc				
	38	4					
	39	4	Introduction, Today's Communication Technology, trends, tools and Importance of Technology to Corporate Communication, pros and cons of technology used in Corporate Communication.				
	40	4	Introduction, Today's Communication Technology, trends, tools and Importance of Technology to Corporate Communication, pros and cons of technology used in Corporate Communication.				
	41	4	Website, Online press release, Article marketing, Tools Online newsletters, Blogs				
	42	4	Website, Online press release, Article marketing, Tools Online newsletters, Blogs				
	43	4	Role of Social media as Influential marketing, Media Identifying brand threats, influence journalist's stories, swiftly react to negative press, Viral marketing,engaging and interacting, storytelling, E- Public Relations and its importance.				
	44	4	Role of Social media as Influential marketing, Media Identifying brand threats, influence journalist's stories, swiftly react to negative press, Viral marketing,engaging and interacting, storytelling, E- Public Relations and its importance.				
	45	4	Role of Social media as Influential marketing, Media Identifying brand threats, influence journalist's stories, swiftly react to negative press, Viral marketing,engaging and interacting, storytelling, E- Public				

			Relations and its importance.				
	46	4	Role of Social media as Influential marketing, Media Identifying brand threats, influence journalist's stories, swiftly react to negative press, Viral marketing,engaging and interacting, storytelling, E- Public Relations and its importance.				
	47		Revision				
	48		Revision				

6.**Rubric for Grading and Marking of Term Work (inform students at the beginning of semester)**

Lecture + Practical (% Attendance) & Marks	Assignments	Tutorial	Lab / Practical Performance	Lab Journal Assessment	Class Tests (Other than IA)	Class participation	Other (2) specify	Total
						05		05

7.**Assignments / Tutorials Details (must attach print out of all questions together with AAP)**

Assignment No.	Title of the Assignments / Tutorials	CO Map	Assignments given to Students on	Date of Submission
1	a) Corporate Reputation and Management	1		
2	a) Role of Communication in Crisis	2		
3	a) Role of Social Media	4		

Analysis of Assignment / Tutorial Questions and Related Resources

Assignment No.	Week No.	Type* (√)			Module No.	Based on #			Question Type (√)	
		R	UQ	OBT		Text Book	Reference Book	Other Learning Resource	MU EQ	Thought Provoking
1										

2										
3										
4										
5										

* Tick (√) the Type of the Assignment: Regular (R); Unannounced Quiz (UQ) ; Open Book Test for TY/SY/MASTERS (OBT)

Write number for Text book, reference book, other learning resource from this AAP – *from Points 4.a to 4.d*

8. Internal Assessment / Others Class Test / Open Book Test (OBT)/Take Home Test (THT) Details

Tests	Test Dates	Module No.	CO Map	IA Question Paper Pattern	Policy
1 st IA Test				Q1 – MCQ - 10 Marks Q2 – 1 numerical 5 Marks Q3 – 1 numerical 5 Marks 20 marks each for IA 1 & 2	No IA Re-test
2nd IA Test					IA is a Head of passing *
Pop Quiz	30/6/20	1			
Open Book Test	16/7/20	2			
Take Home Test	30/7/20	3			
Class tests / prelims					
Class tests / prelims					
Any other test/exams					

* IA failures will have to appear for re-test in next semester

9.a Practical Activities – Regular Experiments

Practical No.	Module No.	Title of the Regular Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1					

2					
3					
4					
5					
6					
7					
8					
9					

9.b **Practical Activities – Newly Added Experiments**

Practical No.	Module No.	Title of the Newly Added Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1					
2					

9.c **Practical Activities – PBL Experiments**

Practical No.	Module No.	Title of the PBL Experiments	Concepts to be highlighted	CO Map	Audit / Quality (0 to 4)

10. **Beyond Syllabus Activities for Gap Mitigation**

No.	Type of the Activity	Activities	Details – no of attendees, guest, feedback, mark sheet, report
1	Interaction with Outside World	Guest Lecture / Workshops	First week of August
2		Industrial Visit	

3	Test and Assessments	Class Tests – (other than IA)	Last week of July 2019	
4		Mini Projects		
5		Pop Quiz		
6		Mobile App Based Quiz		
7		Open Book Test	Second week of August	
8		Take Home Test	Last July	
9		Collaborative and Group Activity	Poster Presentation	1 st Week of Sept
10			Minute Papers	
11	Students Seminar			
12	Students Debates			
13	Panel Discussion / Mock GD		Contemporary topic	
14	Mock Interview			
15	Co-curricular Courses	MOOC-NPTEL/Coursera Videos	Yes	
16		Value Added Courses		
17		Lecture Capture Usage		

*** Do not delete any activity. Give details for planned events. Write ‘NA’ for activity Not Planned.**

Consolidated Academic Administration Plan Prepared by (mention all theory teaching faculty names with signature)

Sidra Usmani

Faculty 1 Name (Sign.)

Faculty 2 Name (Sign.)

External Industry Mentor (Sign.)
Mentor (Sign.)

External Academic

Anindita Banarjee

Anindita Banarjee

VSIT Cluster Mentor Name (Sign.)
(Sign.)

Head of Dept.

Version 2017-2018

The academic resources available in VSIT –

VMIS (ERP)	V-Refer and V-Live	VSIT Library	VAC & MOOC Courses
Institute & Department Vision and Mission	Former IA question papers and solutions (prepared by faculty)	Former IA question papers solutions - hardcopy	Value Added Courses (VAC) are conducted throughout the semester & in the semester break - Enrol for the VACs
Program Educational Objectives (PEO)	MU end semester examination question papers and solutions (prepared by faculty)	MU end semester exam question paper & solutions - by faculty, hardcopy	
Program Specific Outcome (PSO)	Class notes and Digital Content for the subject (scanned / typed by faculty)	All text books, reference books, e -books mentioned in the syllabus & AAP	Online courses from NPTEL, Coursera etc. are pursued throughout the semester - Register for the course & get certified
Program Outcome (PO)	Comprehensive question bank, EQ, GQ, PPT, Class Test papers	Technical journals and magazines for reference	Watch former lectures captured in LMS at VSIT
Departmental Knowledge Map	Academic Administration Plan & Beyond Syllabus Activity report	VSIT library is member of IIT Bombay Library	

1.a Course Objectives (write in detail – follow NBA guideline in this regard)

Cognitive	What do you want students to know?	To enhance language proficiency and communication skills, to improve the learners' written language and increase the range of lexical resource through a variety of exercises
Affective	What do you want students to think / care about?	To enable understanding about the importance of proficiency in communication in order to improve career prospects and growth.
Behavioural	What do you want students to be able to do?	To easily correspond in all types of corporate communication.

1.b Course Outcome (CO) Statements and Module-Wise Mapping (follow NBA guideline)

CO No.	Statements	Related Module/s
CO1	To familiarize the learners to various communication technologies used to overcome communication barriers	Unit 1
CO2	To train the students to be comfortable with and know about various types and the importance of group communication	Unit 2
CO3	To enhance written language proficiency in business correspondence	Unit 3
CO4	To acquaint the students with report writing and the various types of reports	Unit 4

1.c Mapping of COs with POs (mark S: Strong, M: Moderate, W: Weak, Dash '-': not mapped)

	PO 1	PO 2	PO 3	PO 4	PO 5	PO 6	PO 7	PO 8	PO 9	PO 10	PO 11	PO 12
CO 1												
CO 2												
CO 3												
CO 4												
CO 5												

1.d**Mapping of COs with PSOs (mark S: Strong, M: Moderate, W: Weak, Dash '-': not mapped)**

	PSO 1	PSO 2	PSO 3	PSO 4
CO 1				
CO 2				
CO 3				
CO 4				
CO 5				

1.e**Teaching and Examination Scheme (As specified by the University) for the Course**

Categories	Mathematics	Computing / IT / Electronics	Humanities & Soft Skill	Social Sciences	Commerce	Management	Multidisciplinary
Tick suitable category			✓				

Subject Code	Subject Name	Teaching Scheme			Credits Assigned			
		Theory	Practical	Tutorial	Theory	TW/Practical	Tutorial	Total
USIT	Effective Communication Skills - II	75	-	-	3	-	-	3

Subject Code	Subject Name	Examination Scheme							
		Theory Marks IA Test			End Sem. Exam Marks	TW	Practical	Oral	Total
		IA 1	IA 2	Sum of IA1 and IA2					
USIT	Effective Communication Skills - II	20	05	25	75	-	-	-	100

1.f**Faculty-Wise Distribution of all Lecture-Practical-Tutorial Hours for the Course**

Divisions	Lecture (Hrs.)	Practical (Hrs.)				Tutorial (Hrs.)			
		Batch 1	Batch 2	Batch 3	Batch 4	Batch 1	Batch 2	Batch 3	Batch 4
A	3.33	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.

1.g**Office Hours (Faculty will be available in office in this duration for solving students' query)**

Division	Day	Time (at least 1 Hr. / Division)	Venue (Office Room No.)
A	Friday	11am-12noon	Staff room

2.a**Syllabus: Module Wise Teaching Hours and % Weightage in University Question Paper**

Module No.	Module Title and Brief Details	Teaching Hrs. for each module	% Weightage in University Question Papers

1	Presentation Skills	12.5hr	25
2	Group Communication	12.5hr	25
3	Business Correspondence	12.5hr	25
4	Language and Writing Skills	12.5hr	25
* Insert rows for more modules in the Course		Total	50
			100

2.b Prerequisite Courses

No.	Semester	Name of the Course	Topic/s
1	1 and 2	Business Communication – I and II Effective Communication- I	ALL

2.c Relevance to Future Courses

No.	Semester	Name of the Course
1	1	Masters of Management Studies

2.d Real Life Application Mapping – Mention Application from Very Common Day to Day Life

No.	Real Life Application Mapping with the Course
1	Business Writing, Successful Presentation, visual and verbal business presentation skills.
2	Journalism, marketing and entertainment but also business and management, education, politics, international relations, law and more.
3	Written business correspondence such as letters and reports

3. Past Results – Division-Wise and Topic-Wise Result Based Analysis

Details	Target - Mar 2018	Mar 2017	Mar 2016	Mar 2015
Course Passing % – Average of 3 Divisions	100%	96.67		
Marks Obtained by Course Topper (mark/100)	80	89		

Year	Division A		Division B		Division C	
	Initials of Teacher	% Result	Initials of Teacher	% Result	Initials of Teacher	% Result
Mar 2017						
Mar 2016						
Mar 2015						

Topics which affect results negatively	Module Number	Recommendations to overcome these issues & improve result in future
Business Correspondence	3	Written practice
Language and Writing Skills	4	Written practice and examples

4 All the Learning Resources – Books and E-Resources

4.a List of Text Books (T – Symbol for Text Books) to be Referred by Students

Sr. No	Text Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Effective Communication Skills - II	Rhoda A. Doctor, Aspi H. Doctor, Dr. Sanobar Hussaini, Meghna Shinde-Chakne	Sheth	2	1-5
2	Effective Communication Skills - II		Vipul		1-5
3	Effective Communication Skills - II		Mannan		1-5

4.b List of Reference Books (R – Symbol for Reference Books) to be Referred by Students

Sr. No	Reference Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Business Communication	Rhoda A. Doctor and Aspi H. Doctor			ALL
2	Communication Skills in English	Aspi Doctor			ALL
3	Teaching Thinking	Edward De Bono			ALL
4	De Bono's Thinking Course	Edward De Bono			ALL
5	Serious Creativity	Edward De Bono			ALL
6	The Mind Map Book	Buzan Tony			ALL
7	Becoming a Translator: An Introduction to the Theory and Practice of Translation	Douglas Robinson			ALL
8	A Textbook of Translation	Peter Newmark			ALL

4.c List of E - Books (E – Symbol for E-Books) to be Referred by Students

Sr. No	E- Book Titles	Author/s	Publisher	Edition	Module Nos.
1					

2					
3					
4					

4.d Web Links and Names of Magazines, Journals, E-journals – [VIT is member of IIT Bombay Library]

Refer online journals subscribed in VIT library. You can also access IIT Bombay online library for journals from IITB campus.

Sr. No.	Web-Links and Names of Journals and E-Journals Recommended to Students for this Course	Web-Links and Names of Magazines Recommended to Students for this Course
1	Communication Today	lib.mylibrary.com

4.e Module Best Available in - Tick the best resource [from 4.a to 4.d in this AAP] & give details

Module No.	Category (Please Tick Mark) - √						Available In VSIT Library?		Details of the Resource (i.e. Name, Chapter & Page No., etc.)
	Book			Maga-zine	Journals		Y	N	
	Text	Reference	E-Book		Regular	E-Journal			
1	✓	✓							Effective Communication Skills - II

4.f Web Links for Online Notes/YouTube/VSIT Digital Content/VIT Lecture Capture/NPTEL Videos

Students can view lectures by VSIT professors, captured through LMS 'Lecture Capture' in VIT campus for previous years.

No.	Websites / Links	Module Nos.
1	PPTs	1-4

4.g Recommended MOOC Courses like Coursera / NPTEL / MIT-OCW / edX etc.

Sr. No.	MOOC Course Link	Course conducted by – Person / University / Institute / Industry	Course Duration	Certificate (Y / N)
1	English for Effective Business Speaking (Coursera)	The Hong Kong University of Science and Technology By Delian Gaskell, Kin Tang, Sean McMinn	6 Weeks	Y

4.h Recommended Value Added Courses (VAC)

Sr. No.	Name of the Value Added Course	Conducted by – Person / Institute / Industry	Course Duration	Certificate (Y / N)
1	Certificate Course in Business English Skills.	University of Mumbai	4 months	Y

4.i Study Material Distributed among Students

Tick if distributed among students					
GQ	Notes	Digital Content	PPT	EQ (updated till the Last Exam)	Other (Write Details)

☑	☑	☑	☑	☑	-
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5. Consolidated Course Lesson Plan

	From (date/month/year)	To (date/month/year)	Total Number of Weeks
Semester Duration	04/12/18	05/04/18	15

Week No.	Lecture no.	Module No.	Lecture Topics / IA 1 and IA 2 / BSA planned to be covered	Actual date of Completion	COs	Recommended Prior Viewing / Reading	
						Lecture No. (on LMS)	Chapter No. / Page Nos./ Books/ Web Site
1	1	1	LETTER WRITING (INTRODUCTION) BUSINESS CORRESPONDENCE	4/12/17	CO1		
	2	1	TRADE LETTER	5/12/17	CO1		
	3	1	LETTERS OF COMPLAINT	9/12/17	CO1		
	4	1	CLAIM AND ADJUSTMENT	11/12/17	CO1		
2	5	1	CONSUMER GRIEVANCE LETTERS	12/12/17	CO1		
	6	1	LETTERS UNDER THE RIGHT TO INFORMATION ACT	16/12/17	CO1		
	7	1	LETTERS UNDER THE RIGHT TO INFORMATION ACT	1/1/18	CO1		
	8	1	SALES LETTER	2/1/18	CO1		
3	9	1	PRESS RELEASE/ LETTER TO THE EDITOR	6/1/18	CO1		
	10	1	REPORT WRITING (LAYOUTS AND COMPONENTS)	8/1/18	CO1		
	11	1	GENERAL REPORT	9/1/18	CO1		

	12	1	NEWS REPORT WRITING	13/1/18	CO1		
4	13	1	NEWS REPORT WRITING	15/1/18	CO1		
	14	1	BASICS AND FORMATS (HEADLINE/SUB-HEADLINE)	16/1/18	CO1		
	15	1	BASICS AND FORMATS (HEADLINE/SUB-HEADLINE)	20/1/18	CO1		
	16	2	TYPES OF REPORT (HARD NEWS)	22/1/18	CO2		
5	17	2	TYPES OF REPORT (HARD NEWS)	23/1/18	CO2		
	18	2	TYPES OF REPORT (SOFT NEWS)	27/1/18	CO2		
	19	2	TYPES OF REPORT (SOFT NEWS)	29/1/18	CO2		
	20	2	SUMMARIZATION (INTRODUCTION)	30/1/18	CO2		
6	21	2	ORGANISING THE MATERIAL	3/2/18	CO2		
	22	2	THE POINTS AND SUB-POINTS	5/2/18	CO2		
	23	2	THE POINTS AND SUB-POINTS	6/2/18	CO2		
	24	2	THE POINTS AND SUB-POINTS	10/2/18	CO2		
7	25	2	LOGICAL CONNECTION AND COHERENCE	19/2/18	CO2		
	26	2	LOGICAL CONNECTION AND COHERENCE	20/2/18	CO2		
	27	2	SUMMARIZING NEWS CONTENT	24/2/18	CO2		
	28	2	SUMMARIZING NEWS CONTENT	24/2/18	CO2		
8	29	2	PRACTISE SESSION (NEWS CONTENT)	26/2/18	CO2		

	30	2	EDITING (ENGLISH, HINDI AND MARATHI)	26/2/18	CO2		
	31	3	PRINCIPLES OF EDITING (PUNCTUATION)	26/2/18	CO3		
	32	3	SUBSTITUTION OF WORDS	27/2/18	CO3		
9	33	3	RE-STRUCTURING OF SENTENCES	27/2/18	CO3		
	34	3	RE-STRUCTURING OF SENTENCES	27/2/18	CO3		
	35	3	RE-ORGANIZING SENTENCE SEQUENCE	3/3/18	CO3		
	36	3	RE-ORGANIZING SENTENCE SEQUENCE	3/3/18	CO3		
10	37	3	USE OF LINK WORDS	3/3/18	CO3		
	38	3	WRITING SYNOPSIS/ ABSTRACTS	5/3/18	CO3		
	39	3	PRECIS WRITING/ NEWSPAPER EDITING/ MAGAZINE EDITING	5/3/18	CO3		
11	41	3	NEWS COMMENT AND PRINT ADVERTISEMENTS	5/3/18	CO3		
	42	3	PARAGRAPHS ON MAPS AND CHARTS	6/3/18	CO3		
	43	3	COPYWRITING (BASICS AND FORMAT)	6/3/18	CO3		
	44	3	HEADLINE/ SUB-HEADLINE	10/3/18	CO3		
12	45	3	BODY COPY	10/3/18	CO3		
	46	4	SLOGANS/ GRAPHIC BOX	12/3/18	CO4		
	47	4	TRANSLATION OF NEWSPAPER CLIPS	13/3/18	CO4		
	48	4	HARD NEWS ARTICLES	17/3/18	CO4		

13	49	4	FEATURE ARTICLES/OPINIONS	17/3/18	CO4		
	50	4	NEWS COMMENT AND PRINT ADVERTISEMENTS	17/3/18	CO4		
	51	4	JINGLES	17/3/18	CO4		
	52	4	SLOGANS IN HINDI MARATHI AND ENGLISH	26/3/18	CO4		
14	53	4	SLOGANS IN HINDI MARATHI AND ENGLISH	26/3/18	CO4		
	54	4	SLOGANS IN HINDI MARATHI AND ENGLISH	26/3/18	CO4		
	55	4	Revision	27/3/18	CO4		
	56	4	Solving of previous year question papers	31/3/18	CO4		
15	57	4			CO4		
	58	4			CO4		
	59	All			CO4		
	60	All			CO4		

6. Rubric for Grading and Marking of Term Work (inform students at the beginning of semester)

Lecture + Practical (% Attendance) & Marks	Assignments	Tutorial	Lab / Practical Performance	Lab Journal Assessment	Class Tests (Other than IA)	Class participation	Other (2) specify	Total
						5		5

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7. Assignments / Tutorials Details (must attach print out of all questions together with AAP)

Assignment No.	Title of the Assignments / Tutorials	CO Map	Assignments given to Students on	Date of Submission
1	Effective use of OHP	CO1	Week 1	
2	Creation of jingles and slogans	CO2	Week 5	
3	Making of short videos (advertisements)	CO3	Week 8	

Analysis of Assignment / Tutorial Questions and Related Resources

Assignment No.	Week No.	Type* (√)			Module No.	Based on #			Question Type (√)	
		R	UQ	OBT		Text Book	Reference Book	Other Learning Resource	MU EQ	Thought Provoking
1										
2										
3										
4										

* Tick (√) the Type of the Assignment: Regular (R); Unannounced Quiz (UQ) ; Open Book Test for TY/SY/MASTERS (OBT)

Write number for Text book, reference book, other learning resource from this AAP – from Points 4.a to 4.d

8. Internal Assessment / Other Class Test / Open Book Test (OBT)/Take Home Test (THT) Details

Tests	Test Dates	Module No.	CO Map	IA Question Paper Pattern	Policy
1 st IA Test				Q1 – MCQ - 10 Marks Q2 – 1 numerical 5 Marks Q3 – 1 numerical 5 Marks 20 marks each for IA 1 & 2	No IA Re-test
2 nd IA Test					IA is a Head of passing *
Pop Quiz					

Open Book Test					
Take Home Test					
Class tests / prelims					
Class tests / prelims					
Any other test/exams					

*** IA failures will have to appear for re-test in next semester**

9.a **Practical Activities – Regular Experiments**

Practical No.	Module No.	Title of the Regular Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1					
2					
3					
4					
5					
6					
7					
8					
9					
10					

9.b **Practical Activities – Newly Added Experiments**

Practical No.	Module No.	Title of the Newly Added Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1					

2					
---	--	--	--	--	--

9.c Practical Activities – PBL Experiments

Practical No.	Module No.	Title of the PBL Experiments	Concepts to be highlighted	CO Map	Audit / Quality (0 to 4)
1	1	Audience in the Presentation		CO1	
2	1	Different designs/fonts/colours		CO1	
3	2	Creation of advertisements using multi-media		CO2	

10. Beyond Syllabus Activities for Gap Mitigation

No.	Type of the Activity	Activities	Details – no of attendees, guest, feedback, mark sheet, report	
1	Interaction with Outside World	Guest Lecture / Workshops		
2		Industrial Visit		
3	Test and Assessments	Class Tests – (other than IA)		
4		Mini Projects	Yes	
5		Pop Quiz		
6		Mobile App Based Quiz		
7		Open Book Test		
8		Take Home Test		
9		Collaborative and Group Activity	Poster Presentation	
10			Minute Papers	
11	Students Seminar			
12	Students Debates		Yes	
13	Panel Discussion / Mock GD		Yes	
14	Mock Interview			
15	Co-curricular Courses	MOOC-NPTEL/Coursera Videos		
16		Value Added Courses		
17		Lecture Capture Usage		

*** Do not delete any activity. Give details for planned events. Write 'NA' for activity Not Planned.**

Consolidated Academic Administration Plan Prepared by (mention all theory teaching faculty names with signature)

Rumeli Sharma

Faculty 1 Name (Sign.)

Faculty 2 Name (Sign.)

Faculty 3 Name (Sign.)

External Industry Mentor (Sign.)

External Academic Mentor (Sign.)

VSIT Cluster Mentor Name (Sign.)

Prof. Anindita Banerji
Head of Dept. (Sign.)

Version 2020-21

The academic resources available in VSIT –

VMIS (ERP)	V-Refer and V-Live	VSIT Library	VAC & MOOC Courses
Institute & Department Vision and Mission	Former IA question papers and solutions (prepared by faculty)	Former IA question papers solutions - hardcopy	Value Added Courses (VAC) are conducted throughout the semester & in the semester break - Enrol for the VACs
Program Educational Objectives (PEO)	MU end semester examination question papers and solutions (prepared by faculty)	MU end semester exam question paper & solutions - by faculty, hardcopy	
Program Specific Outcome (PSO)	Class notes and Digital Content for the subject (scanned / typed by faculty)	All text books, reference books, e -books mentioned in the syllabus & AAP	Online courses from NPTEL, Coursera etc. are pursued throughout the semester - Register for the course & get certified
Program Outcome (PO)	Comprehensive question bank, EQ, GQ, PPT, Class Test papers	Technical journals and magazines for reference	
Departmental Knowledge Map	Academic Administration Plan & Beyond Syllabus Activity report	VSIT library is member of IIT Bombay Library	Watch former lectures captured in LMS at VSIT

1.a Course Objectives (write in detail – follow NBA guideline in this regard)

Cognitive	What do you want students to know?	To gain knowledge about various social, economic and political issues that affect human lives daily.
Affective	What do you want students to think / care about?	To develop an understanding of fundamental human rights and economy, cultivate a sense of responsibility with regard to the environment, weaker sections of society and to also learn to manage stress and conflict
Behavioural	What do you want students to be able to do?	To develop themselves to be better-informed about their rights and role in society.

1.b Course Outcome (CO) Statements and Module-Wise Mapping (follow NBA guideline)

CO No.	Statements	Related Module/s
CO1	Understand the concepts of liberalization, privatization and globalization and its effect on shaping Indian economy.	Unit 1
CO2	Comprehend the growth of information technology and communication and its impact on everyday life	Unit 1
CO3	Develop a brief understanding about issues related to constitutional rights and an insight into the fundamental rights with respect to social, economic and political rights	Unit 2
CO4	Recognizing the importance of environment and allied problems.	Unit 3
CO5	Identify the causes of stress and conflict and understand the problem of aggression and prejudice in society.	Unit 4
CO6	Develop effective methods to cope and manage individual stress and resolve conflicts.	Unit 5

1.c Mapping of COs with POs (mark S: Strong, M: Moderate, W: Weak, Dash '-': not mapped)

	PO 1	PO 2	PO 3	PO 4	PO 5	PO 6	PO 7	PO 8	PO 9	PO 10	PO 11	PO 12
CO 1												
CO 2												

CO 3												
CO 4												
CO 5												

1.d Mapping of COs with PSOs (mark S: Strong, M: Moderate, W: Weak, Dash '-':not mapped)

	PSO 1	PSO 2	PSO 3	PSO 4
CO 1				
CO 2				
CO 3				
CO 4				
CO 5				

1.e Teaching and Examination Scheme (As specified by the University) for the Course

Categories	Mathematics	Computing / IT / Electronics	Humanities & Soft Skill	Social Sciences	Commerce	Management	Multidisciplinary
Tick suitable category			✓			✓	

Subject Code	Subject Name	Teaching Scheme			Credits Assigned			
		Theory	Practical	Tutorial	Theory	TW/Practical	Tutorial	Total
USIT	Foundation Course - II	75			2			2

Subject Code	Subject Name	Examination Scheme							
		Theory Marks IA Test			End Sem. Exam Marks	TW	Practical	Oral	Total
		IA 1	IA 2	Sum of IA1 and IA2					
USIT	Foundation Course - II	20	05	25	75				100

1.f Faculty-Wise Distribution of all Lecture-Practical-Tutorial Hours for the Course

Divisions	Lecture (Hrs.)	Practical (Hrs.)				Tutorial (Hrs.)			
		Batch 1	Batch 2	Batch 3	Batch 4	Batch 1	Batch 2	Batch 3	Batch 4
A	2	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.
B	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.
C	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.
F	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.

1.g Office Hours (Faculty will be available in office in this duration for solving students' query)

Division	Day	Time (at least 1 Hr. / Division)	Venue (Office Room No.)
A	Monday		Microsoft Teams

2.a Syllabus: Module Wise Teaching Hours and % Weightage in University Question Paper

Module No.	Module Title and Brief Details	Teaching Hrs. for each module	% Weightage in University Question Papers
1	Globalization and Indian Society	7.6 hrs.	20%
2	Human Rights	7.6 hrs.	20%
3	Ecology	7.6 hrs.	20%
4	Understanding Stress and Conflict	7.6 hrs.	20%
5	Managing Stress and Conflict in Contemporary Society	7.6 hrs.	20%
* Insert rows for more modules in the Course		Total	38
			100%

2.b Prerequisite Courses

No.	Semester	Name of the Course	Topic/s
1	1	Foundation Course - I	Unit 1, 2, 3 and 4
2	2	Foundation of Human Skills	ALL

2.c Relevance to Future Courses

No.	Semester	Name of the Course
1	3	BMS, Semester III Foundation Course (Environmental Management) – III
2	1	M.Com, Semester I Business Ethics and Corporate Social Responsibility

2.d Real Life Application Mapping – Mention Application from Very Common Day to Day Life

No.	Real Life Application Mapping with the Course
1	Stress and Conflict Management
2	Fundamental Rights Awareness
3	Duty towards protecting environment

3. Past Results – Division-Wise and Topic-Wise Result Based Analysis

Details	Target - Mar 2019	Mar 2018	Mar 2017
Course Passing % – Average of 3 Divisions	100%	93.47	97.46
Marks Obtained by Course Topper (mark/100)	86	80	76

Year	Division A		Division B		Division C		Division F	
	Initials of Teacher	% Result	Initials of Teacher	% Result	Initials of Teacher	% Result	Initials of Teacher	% Result
Mar 2020	RSS	100						

Topics which affect results negatively	Module Number	Recommendations to overcome these issues & improve result in future
Human Rights	2	Continuous reading and written practice

4 All the Learning Resources – Books and E-Resources

4.a List of Text Books (T – Symbol for Text Books) to be Referred by Students

Sr. No	Text Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Impact of the policies of WTO on Indian agriculture	S. Nehru	Serial Pub. (2012)		01
2	Environmental Studies	Dr. Vijay Kumar Tiwari	Himalayan Pub. (2010)		03

4.b List of Reference Books (R – Symbol for Reference Books) to be Referred by Students

Sr. No	Reference Book Titles	Author/s	Publisher	Edition	Module Nos.
1	<i>A decade of economic reforms in India (The past, the present, the future)</i>	<i>Edited by Raj Kapila and Uma Kapila</i>	<i>Academic Foundation (2002)</i>		Requested
2	<i>Privatisation of public enterprises – Emerging dimensions</i>	Edited by G.S. Batra, NarinderKaur	Anmol Pub. (1995)		Requested
3	<i>Economics of development</i>	Dwight Perkins, Steven Radelet, David Lindauer	Norton company (2006)		Requested
4	<i>Industrial Policy and economic development in India (1947 -2012)</i>	Anup Chatterjee	New Century Pub. (2012)		Requested
5	<i>Globalisation and development of backward areas</i>	Edited by G. Satyanarayana	New Century Pub. (2007)		Requested
6	<i>Contemporary issues in globalisation – An introduction to theory and policy in India</i>	Soumyen Sikder	Oxford University Press (2002)		Requested
7	<i>Ecology and environment</i>	Benu Singh	Vista International		Requested

			Pub. (2006)		
8	<i>Universal Human Rights : In theory and practice</i>	Jack Donnelly	(2014)		Requested
9	<i>Foundation Course – II</i>	P.G.Shinde, Mahesh Bhagwat, Dr. Namita Nimbalkar & Meghna Shinde- Chakne	Sheth	2	1-5
10	<i>Stress Management</i>	Dr. N. Tejmani Singh	Maxford books (2011)		Requested

4.c List of E - Books (E – Symbol for E-Books) to be Referred by Students

Sr. No	E- Book Titles	Author/s	Publisher	Edition	Module Nos.
1.	Climate Change: A Silent Treat https://www.free-ebooks.net/ebook/Climate-Change-A-Silent-Threat	Sylvain Richer de Forges			3

4.d Web Links and Names of Magazines, Journals, E-journals – [VIT is member of IIT Bombay Library]

Refer online journals subscribed in VIT library. You can also access IIT Bombay online library for journals from IITB campus.

Sr. No.	Web-Links and Names of Journals and E-Journals Recommended to Students for this Course	Module Nos.
1.	What are the Universal Human Rights-Benedetta Berti https://www.youtube.com/watch?v=nDgIVseTkuE	2
2.	Economic and Political Weekly https://www.epw.in/tags/globalisation	1

4.e

Module No.	Category (Please Tick Mark) - √						Available In VSIT Library?		Details of the Resource (i.e. Name, Chapter & Page No., etc.)
	Book			Magazine	Journals		Y	N	
	Text	Reference	E-Book		Regular	E-Journal			
1		✓						✓	Foundation Course II by P.G.Shinde, Mahesh Bhagwat, Dr. Namita Nimbalkar & Meghna Shinde-Chakne, Sheth Publications

4.f Web Links for Online Notes/YouTube/VSIT Digital Content/VIT Lecture Capture/NPTEL Videos

Students can view lectures by VSIT professors, captured through LMS 'Lecture Capture' in VIT campus for previous years.

No.	Websites / Links	Module Nos.
1	Digital Content (live.vsit.edu.in)	1-5
2	PPTs	1-5
3	Graded Questions	1-5

4.g Recommended MOOC Courses like Coursera / NPTEL / MIT-OCW / edX etc.

Sr. No.	MOOC Course Link	Course conducted by – Person / University / Institute / Industry	Course Duration	Certificate (Y / N)

4.h Recommended Value Added Courses (VAC)

Sr. No.	Name of the Value Added Course	Conducted by – Person / Institute / Industry	Course Duration	Certificate (Y / N)
1				

4.i Study Material Distributed among Students

Tick if distributed among students					
GQ	Notes	Digital Content	PPT	EQ (updated till the Last Exam)	Other (Write Details)
<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	

5. Consolidated Course Lesson Plan

	From (date/month/year)	To (date/month/year)	Total Number of Weeks
Semester Duration	18/11/2019		

Week No.	Lecture no.	Module No.	Lecture Topics / IA 1 and IA 2 / BSA planned to be covered	Actual date of Completion	COs	Recommended Prior Viewing / Reading	
						Lecture No. (on LMS)	Chapter No. / Page Nos. / Books/ Web Site
1	1	1	Understanding the concepts of liberalization		CO1		

			and privatization				
	2	1	Understanding the concepts of liberalization and privatization		CO1		
	3	1	Globalization		CO2		
2	4	1	Globalization		CO1		
	5	1	Growth of information Technology & Communication		CO1		
	6	1	Impact of IT in everyday life		CO1		
3	7	1	Impact of globalization in industry		CO1 & CO2		
	8	1	Changes in employment & increasing migration		CO3		
	9	1	Changes in employment & increasing migration		CO3		
4	10	1	Changes in agrarian sector due to globalization		CO3		
	11	1	Rise in corporate farming & increase in farmer's suicides		CO3		
	12	1	Rise in corporate farming & increase in farmer's suicides		CO3		
5	13	4	Causes of stress & conflict in individuals & society		CO3		
	14	4	Agents of socialization		CO3		
	15	4	Agents of socialization		CO3		
6	16	4	Significance of values, ethics & prejudices		CO3		
	17	4	Stereotyping & prejudice in causing conflicts		CO3		

	18	4	Stereotyping & prejudice in causing conflicts		CO4		
7	19	4/5	Aggression & violence as the public expression of conflict/ Types of conflicts		CO4		
	20	5	Use of coping mechanisms for managing individual stress		CO4		
	21	5	Use of coping mechanisms for managing individual stress		CO4		
8	22	5	Maslow's theory of self-actualisation		CO4		
	23	5	Maslow's theory of self-actualisation		CO4		
	24	5	Different methods of responding conflicts in society		CO4		
9	25	5	Different methods of responding conflicts in society		CO4		
	26	5	Conflict- resolution & efforts towards peace & harmony		CO4		
	27	2	Concept of Human Rights		CO4		
10	28	2	Origin & evolution of the concept		CO5		
	29	2	UDHR		CO5		
	30	2	Human Rights constituents with special reference to Fundamental Rights stated in the constitution		CO5		
11	31	2	Human Rights constituents with special reference to Fundamental Rights stated in the constitution		CO5		

	32	3	Importance of environmental studies		CO5		
	33		Revision		CO5		
12	34	3	Understanding concepts of Environment & Ecology and their interconnectedness		CO5		
	35	3	Understanding concepts of Environment & Ecology and their interconnectedness		CO5		
	36		Revision		CO5		
13	37	3	Environment as natural capital & connection to quality of human life		CO5		
	38	3	Environment as natural capital & connection to quality of human life		CO6		
	39	3	Revision		CO6		
14	40	3	Environmental Degradation-causes		CO6		
	41	3	Environmental Degradation-impact on human life		CO6		
	42		Pop Quiz		CO6		
15	43	3	Sustainable development-concept & components		CO6		
	44	3	Poverty & environment		CO6		
	45		Class test		CO6		

6. Rubric for Grading and Marking of Term Work (inform students at the beginning of semester)

Lecture +	Assign-	Tutorial	Lab /	Lab Journal	Class	Class	Other (2)	Total
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Practical (% Attendance) & Marks	ments		Practical Performance	Assessment	Tests (Other than IA)	participati on	specify	
						5		5

7. Assignments / Tutorials Details (must attach print out of all questions together with AAP)

Assignment No.	Title of the Assignments / Tutorials	CO Map	Assignments given to Students on	Date of Submission
1	Case Study - Mohini Jain v. State of Karnataka	CO3	Lecture 12	
2	Case Study- Justice Verma Committee Report	CO3	Lecture 17	
3	Student sues company over racist crayon	C05	Lecture 34	
4	Answering Graded Questions	ALL	Lecture 37	Lecture 43

Analysis of Assignment / Tutorial Questions and Related Resources

Assignment No.	Week/Lecture No.	Type* (v)			Module No.	Based on #			Question Type (v)	
		R	UQ	OBT		Text Book	Reference Book	Other Learning Resource	MU EQ	Thought Provoking
1	Lecture 12	✓			2					✓
2	Lecture 17				2					✓
3	Lecture 34				3					✓
4	Lecture 37				ALL		✓		✓	✓

* Tick (v) the Type of the Assignment: Regular (R); Unannounced Quiz (UQ) ; Open Book Test for TY/SY/MASTERS (OBT)

Write number for Text book, reference book, other learning resource from this AAP – from Points 4.a to 4.d

8. Internal Assessment / Other Class Test / Open Book Test (OBT)/Take Home Test (THT) Details

Tests	Test Dates	Module No.	CO Map	IA Question Paper Pattern	Policy
1 st IA Test	Week 8			Q1 – MCQ - 10 Marks Q2 – 1 numerical 5 Marks Q3 – 1 numerical 5 Marks 20 marks each for IA 1 & 2	No IA Re-test
2 nd IA Test	-				IA is a Head of passing *
Pop Quiz	Week 6	II			
Open Book Test	Week 2	I			
Take Home Test	Week 9	III			
Class tests / prelims	Week 12	I and II			
Class tests / prelims	Week 8				
Any other test/exams	-				

* IA failures will have to appear for re-test in next semester

9.a Practical Activities – Regular Experiments

Practical No.	Module No.	Title of the Regular Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1		NA			

9.b Practical Activities – Newly Added Experiments

Practical No.	Module No.	Title of the Newly Added Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1		NA			

9.c Practical Activities – PBL Experiments

Practical No.	Module No.	Title of the PBL Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1	2	Case Study - Mohini Jain v. State of Karnataka	Right to education	CO3	

2	2	Case Study- Justice Verma Committee Report	Violence against women	CO3	
3	4	Student sues company over racist crayon	Stereotypes and prejudice	C05	

10. Beyond Syllabus Activities for Gap Mitigation

No.	Type of the Activity	Activities	Details – no of attendees, guest, feedback, mark sheet, report
1	Interaction with Outside World	Guest Lecture / Workshops	
2		Industrial Visit	
3	Test and Assessments	Class Tests – (other than IA)	Yes
4		Mini Projects	Yes
5		Pop Quiz	
6		Mobile App Based Quiz	Yes
7		Open Book Test	
8		Take Home Test	Yes
9	Collaborative and Group Activity	Poster Presentation	
10		Minute Papers	
11		Students Seminar	
12		Students Debates	Yes
13		Panel Discussion / Mock GD	Yes
14		Mock Interview	
15	Co-curricular Courses	MOOC-NPTEL/Coursera Videos	
16		Value Added Courses	-
17		Lecture Capture Usage	

*** Do not delete any activity. Give details for planned events. Write 'NA' for activity Not Planned.**

Consolidated Academic Administration Plan Prepared by (mention all theory teaching faculty names with signature)

Lakshmi Pillai

Faculty 1 Name (Sign.)

External Industry Mentor (Sign.)

External Academic Mentor (Sign.)

Head of Dept. (Sign.)

Version 2020-2021

The academic resources available in VSIT –

VMIS (ERP)	V-Refer and V-Live	VSIT Library	VAC & MOOC Courses
Institute & Department Vision and Mission	Former IA question papers and solutions (prepared by faculty)	Former IA question papers solutions - hardcopy	Value Added Courses (VAC) are conducted throughout the semester & in the semester break - Enrol for the VACs
Program Educational Objectives (PEO)	MU end semester examination question papers and solutions (prepared by faculty)	MU end semester exam question paper & solutions - by faculty, hardcopy	
Program Specific Outcome (PSO)	Class notes and Digital Content for the subject (scanned / typed by faculty)	All text books, reference books, e -books mentioned in the syllabus & AAP	Online courses from NPTEL, Coursera etc. are pursued throughout the semester - Register for the course & get certified
Program Outcome (PO)	Comprehensive question bank, EQ, GQ, PPT, Class Test papers	Technical journals and magazines for reference	
Departmental Knowledge Map	Academic Administration Plan & Beyond Syllabus Activity report	VSIT library is member of IIT Bombay Library	Watch former lectures captured in LMS at VSIT

1.a Course Objectives (write in detail – follow NBA guideline in this regard)

Cognitive	What do you want students to know?	To understand and examine the growing importance of media
Affective	What do you want students to think / care about?	To understand the impact of media
Behavioural	What do you want students to be able to do?	To understand the role of media in contemporary scenario To understand the future and career in media

1.b Course Outcome (CO) Statements and Module-Wise Mapping (follow NBA guideline)

CO No.	Statements	Related Module/s
CO1	To provide adequate basic understanding about media among the students	Unit 1 & 2
CO2	Understanding the impact of media on society	Unit 2
CO3	Students will be able to understand media and its dynamic scenario	Unit 3
CO4	Help them in understanding the future scope of media and its function.	Unit 4

1.c Mapping of COs with POs (mark S: Strong, M: Moderate, W: Weak, Dash '-': not mapped)

	PO 1	PO 2	PO 3	PO 4	PO 5	PO 6	PO 7	PO 8	PO 9	PO 10	PO 11	PO 12
CO 1												
CO 2												
CO 3												
CO 4												

CO 5											
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1.d Mapping of COs with PSOs (mark S: Strong, M: Moderate, W: Weak, Dash ‘-’:not mapped)

	PSO 1	PSO 2	PSO 3	PSO 4
CO 1				
CO 2				
CO 3				
CO 4				
CO 5				

1.e Teaching and Examination Scheme (As specified by the University) for the Course

Categories	Mathematics	Computing / IT / Electronics	Humanities & Soft Skill	Social Sciences	Commerce	Management	Multidisciplinary
Tick suitable category							✓

Subject Code	Subject Name	Teaching Scheme			Credits Assigned			
		Theory	Practical	Tutorial	Theory	TW/Practical	Tutorial	Total
	Intro. To Media Studies	75			3			3

Subject Code	Subject Name	Examination Scheme							
		Theory Marks IA Test			End Sem. Exam Marks	TW	Practical	Oral	Total
		IA 1	IA 2	Sum of IA1 and IA2					
	Intro. To Media Studies	20	05	25	75				100

1.f Faculty-Wise Distribution of all Lecture-Practical-Tutorial Hours for the Course

Divisions	Lecture (Hrs.)	Practical (Hrs.)				Tutorial (Hrs.)			
		Batch 1	Batch 2	Batch 3	Batch 4	Batch 1	Batch 2	Batch 3	Batch 4
SYBMM	4:00	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.

1.g Office Hours (Faculty will be available in office in this duration for solving students’ query)

Division	Day	Time (at least 1 Hr. / Division)	Venue (Office Room No.)
SYBMM	Friday	11:00am - 12:00noon	X- block library

2.a Syllabus: Module Wise Teaching Hours and % Weightage in University Question Paper

Module No.	Module Title and Brief Details	Teaching Hrs. for each module	% Weightage in University Question Papers
1	Eras, relevance, connection to culture, Literature	10lects	15
2	Propaganda and propaganda theory- Scientific perspectives to limited perspectives	14	20
3	Various Schools Media & Identity	12lects	20
4	Theories on Media Effects	06	20
5	Meaning Making Perspectives	8 lects	15
* Insert rows for more modules in the Course		Total	50
			100

2.b Prerequisite Courses

No.	Semester	Name of the Course	Topic/
1	3	Introduction to Advertising	ALL
2	3	Fundamentals of Mass Communication	

2.c Relevance to Future Courses

No.	Semester	Name of the Course
1	TYBMM	Sem V – Advertising in Contemporary society Sem V- Media planning and Buying Sem Vi- Advertising and media research

2	MBA/MMM	Specialisation in Advertising Event Management
3	M.com	Advertising E-commerce

2.d Real Life Application Mapping – Mention Application from Very Common Day to Day Life

No.	Real Life Application Mapping with the Course
1	In field of Ad agency
2	Media

3. Past Results – Division-Wise and Topic-Wise Result Based Analysis

Details	Target - Mar 2019	Mar 2018	Mar 2017	Mar 2016
Course Passing % – Average of 3 Divisions	100%	98.18		
Marks Obtained by Course Topper (mark/100)		89.5		

Year	Division A		Division B		Division A	
	Initials of Teacher	% Result	Initials of Teacher	% Result	Initials of Teacher	% Result
Mar 2017					Anindita B	98.18%
Mar 2016					NA	NA
Mar 2015						

Topics which affect results negatively	Module Number	Recommendations to overcome these issues & improve result in future
Models of change Management	1	Assignment & diagrams
OD intervention to overcome change	3	Practical examples, case study

4 All the Learning Resources – Books and E-Resources

4.a List of Text Books (T – Symbol for Text Books) to be Referred by Students

Sr. No	Text Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Introduction to Media Studies	Atish Singh	Vipul		All
2	Introduction to Media Studies		Manan		All

4.b List of Reference Books (R – Symbol for Reference Books) to be Referred by Students

Sr. No	Reference Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Media Studies – - Media & Diaspora Pg. 363 and 369. - Media Power and Political Culture – Four factors of change pg. 216	Eoin Devereux	Tata Mc Graw hill	3	2
2	Marshall McLuhan – Understanding Media: the extension of man p8 11 & 15-21, 31-3, 68-9.	Marshall McLuhan	Excel Books	1	4
3	Television and Post Modernism, media studies	Jim Collins	(Edinburgh University Press	1	3
4	Television and Women’s Culture P.117 – 33	M.E. Brown		1	4
5	Advertising and Media Planning	Jack Z. Sissors& Roger Baron	McGraw Hill	1	all

4.c List of E - Books (E – Symbol for E-Books) to be Referred by Students

Sr. No	E- Book Titles	Author/s	Publisher	Edition	Module Nos.
1	NA				
2					

4.d Web Links and Names of Magazines, Journals, E-journals – [VIT is member of IIT Bombay Library]

Refer online journals subscribed in VIT library. You can also access IIT Bombay online library for journals from IITB campus.

Sr. No	Web-Links and Names of Journals and E-Journals Recommended to Students for this Course	Web-Links and Names of Magazines Recommended to Students for this Course	Module Nos.
1	International journal on Marketing and trade policy	Advertising Age	All
2	Journal of management – Available in Library	Campaign India	All
3	International journal on Marketing and finance		

4.e Module Best Available in - Tick the best resource [from 4.a to 4.d in this AAP] & give details

Module No.	Category (Please Tick Mark) - √						Available In VSIT Library?		Details of the Resource (i.e. Name, Chapter & Page No., etc.)
	Book			Maga-zine	Journals		Y	N	
	Text	Reference	E-Book		Regular	E-Journal			
1	✓	✓					Y		Unit 1-4
2	✓	✓					Y		Unit 1-4
3	✓	✓					Y		Unit 1-4
4	✓	✓					Y		Unit 1-4

4.f Web Links for Online Notes/YouTube/VSIT Digital Content/VIT Lecture Capture/NPTEL Videos

Students can view lectures by VSIT professors, captured through LMS 'Lecture Capture' in VIT campus for previous years.

No.	Websites / Links	Module Nos.
1	www.talentedge.in/MICA/Advertising-PR	1-4
2	https://www.youtube.com/watch?v=_IIYNMdv9E	All
3	www.scdl.net/about-symbiosis-center-for-distance-learning.aspx	1
4		3
5		

4.g Recommended MOOC Courses like Coursera / NPTEL / MIT-OCW / edX etc.

Sr. No.	MOOC Course Link	Course conducted by – Person / University / Institute / Industry	Course Duration	Certificate (Y / N)
1	https://swayam.gov.in/course/3993-advertising	MHRD	5 weeks	y

4.h Recommended Value Added Courses (VAC)

Sr. No.	Name of the Value Added Course	Conducted by – Person / Institute / Industry	Course Duration	Certificate (Y / N)
1	Digital Advertising	ZIMA	5 weeks	Y

4.i Study Material Distributed among Students

Tick if distributed among students					
GQ	Notes	Digital Content	PPT	EQ (updated till the Last Exam)	Other (Write Details)
✓	✓	✓	✓	✓	

5. Consolidated Course Lesson Plan

	From (date/month/year)	To (date/month/year)	Total Number of Weeks
Semester Duration	04/12/2017	17/03/2018	15

Week	Lecture no.	Module No.	Lecture Topics / IA 1 and IA 2 / BSA planned to be covered	Actual date of Completion	COs	Recommended Prior Viewing / Reading
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					Lecture No. (on LMS)	Chapter No. / Page Nos./ Books/ Web Site
1	1	1	Introduction (Syllabus)		1	
	2	1	Relevance of Media Studies in Contemporary Times		1	
	3	1	Era of Mass Society and culture – till 1965	10	1	1965
	4	1	Era of Mass Society and culture – till 1965 (GD)	10	1	1965
2	5	1	Era of Mass Society and culture – till 1965	10	1	1965
	6	1	Normative theories-Social Responsibility theory		1	
	7	1	Normative theories-Social Responsibility theory		1	
3	8	1	Development media theory		3	
	9	1	Development media theory		2	
	10	1	Development media theory (Assignment)		1	
	11	2	Media Theories Propaganda propaganda theory- Origin and meaning of Propaganda		1	
4	12	2	Origin and meaning of Propaganda		1	
	13	2	Origin and meaning of Propaganda		1	

	14	2	Hypodermic Needle		1		
	15	2	Hypodermic Needle		1		
	16	2	Magic bullet		1		
5	17	2	Magic bullet		1		
	18	2	Harold Lasswell		1		
	19	2	Harold Lasswell		1		
	20	2	Scientific perspectives to limited perspectives	Paul Lazarsfeld- Two step flow Carl Hovland and Attitude Change			
6	21	2	Paul Lazarsfeld-Two step flow		1		
	22	2	Paul Lazarsfeld-Two step flow		1		
	23	2	Carl Hovland and Attitude Change		1		
	24	2	Carl Hovland and Attitude Change (assignments)		1		
7	25	3	Cultural Perspectives Various schools		1		
	26	3	Toronto school (McLuhan)		1		
	27	3	Schools- Birmingham(Stuart Hall)		1		

	28	3	Frankfurt- Theodor Adorno and Max Horkheimer		1		
8	29	3	Raymond Williams- Technological Determinism		1		
	30	3	Harold Innis- Bias of Communication		1		
	31	3	Media and Identity		3		
	32	3	Feminism (case study- # Me Too campaign) Ethnicism		3		
9	33	3	Racism(Movie- The Help)		1		
	34	3	class (India examples)		3		
	35	3	tribal/ (India examples)		3		
	36	3	queer representations (India examples) GL- by RJ Rohini		1		
10	37	4	Media Effects Theories on media Effects Effects Media effects and behavior		1	06	
	38	4	Media effect theories and the argument against media effect		1		
	39	4	Agenda Setting Theory		2		
	40	4	Cultivation Theory		1		

11	41	4	Politics and Media studies-media bias, media decency, media consolidation.		1		
	42	4	Politics and Media studies-media bias, media decency, media consolidation. (Assignment)		1		
	43	5	Meaning making Perspectives	New media	2	06	
	44	5	New media				
12	45	5	Henry Jenkins-Participatory culture				
	46	5	Internet as Public sphere- Habermas to Twitter		4		
	47	6	McLuhan 's concept of Global village in the age of Netflix		4		
	48	6	Uses and Gratification in the age of Internet		1		
13	49	6	Uses and Gratification in the age of Internet		1		
	50	6	revision		1		
	51	6	Revision		1		
	52	6			1		
14	53						
	54						
	55						

	56						
15	57						
	58						
	59						
	60						

6. Rubric for Grading and Marking of Term Work (inform students at the beginning of semester)

Lecture + Practical (% Attendance) & Marks	Assignments	Tutorial	Lab / Practical Performance	Lab Journal Assessment	Class Tests (Other than IA)	Class participation	Other (2) Specify	Total
						5		5

7. Assignments / Tutorials Details (must attach print out of all questions together with AAP)

Assignment No.	Title of the Assignments / Tutorials	CO Map	Assignments given to Students on	Date of Submission
1	Eras, relevance, connection to culture, Literature	CO1	3 rd Week	4 th Week
2	Propaganda and propaganda theory- Scientific perspectives to limited perspectives	CO2	5 th Week	6 th Week
3	Various Schools Media & Identity	CO3	8 th Week	9 th Week
4	Theories on Media Effects	CO4	11 th Week	12 th Week

Analysis of Assignment / Tutorial Questions and Related Resources

Assignment No.	Week No.	Type* (✓)			Module No.	Based on #			Question Type (✓)	
		R	UQ	OBT		Text Book	Reference Book	Other Learning Resource	MU EQ	Thought Provoking
1	3	✓			1		✓		✓	
2	5	✓			2		✓		✓	
3	8	✓			3		✓		✓	
4	11			✓	4		✓		✓	

* Tick (✓) the Type of the Assignment: Regular (R); Unannounced Quiz (UQ) ; Open Book Test for TY/SY/MASTERS (OBT)

Write number for Text book, reference book, other learning resource from this AAP – from Points 4.a to 4.d

8.

Internal Assessment / Other Class Test / Open Book Test (OBT)/Take Home Test (THT) Details

Tests	Test Dates	Module No.	CO Map	IA Question Paper Pattern	Policy
1 st IA Test	7 or 8 th Week	1 & 2	1 & 2	Q1 – MCQ - 10 Marks Q2 – 1 numerical 5 Marks Q3 – 1 numerical 5 Marks 20 marks each for IA 1 & 2	No IA Re-test
2 nd IA Test					IA is a Head of passing *
Pop Quiz					
Open Book Test					
Take Home Test					
Class tests / prelims					
Class tests / prelims					
Any other test/exams					

* IA failures will have to appear for re-test in next semester

9.a

Practical Activities – Regular Experiments

Practical No.	Module No.	Title of the Regular Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1					

2					
3					
4					
5					
6					
7					
8					
9					
10					

9.b Practical Activities – Newly Added Experiments

Practical No.	Module No.	Title of the Newly Added Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1		Short film on social issues			
2					

9.c Practical Activities – PBL Experiments

Practical No.	Module No.	Title of the PBL Experiments	Concepts to be highlighted	CO Map	Audit / Quality (0 to 4)
1	All	Case lets		1	
2	2	Role Play		3	

10. Beyond Syllabus Activities for Gap Mitigation

No.	Type of the Activity	Activities	Details – no of attendees, guest, feedback, mark sheet, report
1	Interaction with Outside World	Guest Lecture / Workshops	Media and its impact
2		Industrial Visit	May Be
3		Class Tests – (other than IA)	Surprise test

4	Test and Assessments	Mini Projects	yes ^{NA}
5		Pop Quiz	Yes
6		Mobile App Based Quiz	NA
7		Open Book Test	Yes
8		Take Home Test	Yes (5 question from each unit)
9	Collaborative and Group Activity	Poster Presentation	Yes
10		Minute Papers	NA
11		Students Seminar	yes ^{NA}
12		Students Debates	Yes
13		Panel Discussion / Mock GD	NA
14		Mock Interview	NA
15	Co-curricular Courses	MOOC-NPTEL/Coursera Videos	N ^{YES} A
16		Value Added Courses	Yes ^{NA}
17		Lecture Capture Usage	N ^{Yes} A

*** Do not delete any activity. Give details for planned events. Write 'NA' for activity Not Planned.**

Consolidated Academic Administration Plan Prepared by (mention all theory teaching faculty names with signature)
Anindita Banerji

Faculty 1 Name (Sign.)

Faculty 2 Name (Sign.)

Faculty 3 Name (Sign.)

External Industry Mentor (Sign.)

External Academic Mentor (Sign.)

VSIT Cluster Mentor Name (Sign.)

Head of Dept. (Sign.)

Version 2020-2021

The academic resources available in VSIT –

VMIS (ERP)	V-Refer and V-Live	VSIT Library	VAC & MOOC Courses
Institute & Department Vision and Mission	Former IA question papers and solutions (prepared by faculty)	Former IA question papers solutions - hardcopy	Value Added Courses (VAC) are conducted throughout the semester & in the semester break - Enrol for the VACs
Program Educational Objectives (PEO)	MU end semester examination question papers and solutions (prepared by faculty)	MU end semester exam question paper & solutions - by faculty, hardcopy	
Program Specific Outcome (PSO)	Class notes and Digital Content for the subject (scanned / typed by faculty)	All text books, reference books, e - books mentioned in the syllabus & AAP	Online courses from NPTEL, Coursera etc. are pursued throughout the semester - Register for the course & get certified
Program Outcome (PO)	Comprehensive question bank, EQ, GQ, PPT, Class Test papers	Technical journals and magazines for reference	
Departmental Knowledge Map	Academic Administration Plan & Beyond Syllabus Activity report	VSIT library is member of IIT Bombay Library	Watch former lectures captured in LMS at VSIT

1.a Course Objectives (write in detail – follow NBA guideline in this regard)

Cognitive	What do you want students to know?	To help media students to acquaint themselves with an influential medium of journalism that holds the key to opinion formation & to create awareness.
Affective	What do you want students to think / care about?	This will enable students to have their own opinion about the news that are present and can speak their heart out.

Behavioural	What do you want students to be able to do?	This will not only be reflected through their words but in their behaviour also.
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1.b Course Outcome (CO) Statements and Module-Wise Mapping (follow NBA guideline)

CO No.	Statements	Related Module/s
CO1	This unit will equip students with history of Journalism from Guttenberg to new media	Unit 1
CO2	This unit will equip students with news & process of it.	Unit 2
CO3	To help media students to acquaint themselves with an influential medium of journalism that holds the key to opinion formation & to create awareness	Unit 3
CO4	What careers can be perused taking journalism as a subject	Unit 4
CO5	Covering an event	Unit 5

s

1.c Mapping of COs with POs (mark S: Strong, M: Moderate, W: Weak, Dash ‘-’: not mapped)

	PO 1	PO 2	PO 3	PO 4	PO 5	PO 6	PO 7	PO 8	PO 9	PO 10	PO 11	PO 12
CO 1												
CO 2												
CO 3												
CO 4												

CO 5												
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1.d Mapping of COs with PSOs (mark S: Strong, M: Moderate, W: Weak, Dash ‘-’:not mapped)

	PSO 1	PSO 2	PSO 3	PSO 4
CO 1				
CO 2				
CO 3				
CO 4				
CO 5				

1.e Teaching and Examination Scheme (As specified by the University) for the Course

Categories	Mathematics	Computing / IT / Electronics	Humanities & Soft Skill	Social Sciences	Commerce	Management	Multidisciplinary
Tick suitable category						✓	

Subject Code	Subject Name	Teaching Scheme			Credits Assigned			
		Theory	Practical	Tutorial	Theory	TW/Practical	Tutorial	Total
	Introduction to Journalism	75			3			3

	Subject Name	Examination Scheme					
		Theory Marks	IA Test		TW	Practical	Oral

Subject Code		IA 1	IA 2	Sum of IA1 and IA2	End Sem. Exam Marks				
	Introduction to Journalism	20	05	25	75				100

1.f Faculty-Wise Distribution of all Lecture-Practical-Tutorial Hours for the Course

Divisions	Lecture (Hrs.)	Practical (Hrs.)				Tutorial (Hrs.)			
		Batch 1	Batch 2	Batch 3	Batch 4	Batch 1	Batch 2	Batch 3	Batch 4
(TYBMM)	50	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.

1.g Office Hours (Faculty will be available in office in this duration for solving students' query)

Division	Day	Time (at least 1 Hr. / Division)	Venue (Office Room No.)
B	Wednesday	11:00am - 12:00noon	Staff room well

2.a Syllabus: Module Wise Teaching Hours and % Weightage in University Question Paper

Module No.	Module Title and Brief Details	Teaching Hrs. for each module	% Weightage in University Question Papers
1	History of Journalism in India	8	20%
2	News and its process	8	20%

3	Principles and format	8	20%
4	Career in journalism	8	20%
5	Covering an event (flip class)	8	20%
* Insert rows for more modules in the Course Total		40	100

2.b Prerequisite Courses

No.	Semester	Name of the Course	Topic/s
1.			
2			
3			

2.c Relevance to Future Courses

No.	Semester	Name of the Course
1.	5	Indian Regional Journalism
2.	5	Journalism & Public opinion
3.		
4.		

2.d Real Life Application Mapping – Mention Application from Very Common Day to Day Life

No.	Real Life Application Mapping with the Course
1	This will help in becoming a Journalist and covering the story on field
2	

3. Past Results – Division-Wise and Topic-Wise Result Based Analysis

Details	Target - Nov 2018	Nov 2017	Nov2016	Mar 2015
Course Passing % – Average of the class	100%	NA		
Marks Obtained by Course Topper (mark/100)	NA	NA		

Year	Division A		Division B		Division C	
	Initials of Teacher	% Result	Initials of Teacher	% Result	Initials of Teacher	% Result
Nov 2017	THE SUBJECT INTRODUCED FOR THE FIRST TIME (FIRST TYBMM CLASS)					
Nov 2016						
Mar 2015						

Topics which affect results negatively	Module Number	Recommendations to overcome these issues & improve result in future
NA	-	-
NA	-	--

4 All the Learning Resources – Books and E-Resources

4.a List of Text Books (T – Symbol for Text Books) to be Referred by Students

Sr. No	Text Book Titles	Author/s	Publisher	Edition	Module Nos.
1					
2					
3					
4					

5					
---	--	--	--	--	--

4.b

List of Reference Books (R – Symbol for Reference Books) to be Referred by Students

Sr. No	Reference Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Writing and Reporting News	Carole Rich; Thomson Wadsworth			
2	Journalism : Principles and Practice	Tony Harcup	Sage Publication	2011 edition	
3	On Indian TV	Nalin Mehta			
4	Behind the by-line' journalist's Handbook, Professional Journalism	M V Kamath			
5.	Introduction to Journalism: Essential Technique	Richard Rudin			
6.	Introduction to Journalism:	Carole Fleming			
7.	Introduction to Journalism	James glen stowal			

4.c

List of E - Books (E – Symbol for E-Books) to be Referred by Students

Sr. No	E- Book Titles	Author/s	Publisher	Edition	Module Nos.
--------	----------------	----------	-----------	---------	-------------

1					
2					

4.d

Web Links and Names of Magazines, Journals, E-journals – [VIT is member of IIT Bombay Library]

Refer online journals subscribed in VIT library. You can also access IIT Bombay online library for journals from IITB campus.

Sr. No.	Web-Links and Names of Journals and E-Journals Recommended to Students for this Course	Web-Links and Names of Magazines Recommended to Students for this Course	Module Nos.
1			
2			

4.e

Module Best Available in - Tick the best resource [from 4.a to 4.d in this AAP] & give details

Module No.	Category (Please Tick Mark) - √						Available In VSIT Library?		Details of the Resource (i.e. Name, Chapter & Page No., etc.)
	Book			Magazine	Journals		Y	N	
	Text	Reference	E-Book		Regular	E-Journal			
1	✓	✓	✓				Y		Unit 1-4
2	✓	✓	✓				Y		Unit 1-4
3	✓	✓	✓				Y		Unit 1-4
4	✓	✓	✓				Y		Unit 1-4

4.f

Web Links for Online Notes/YouTube/VSIT Digital Content/VIT Lecture Capture/NPTEL Videos

Students can view lectures by VSIT professors, captured through LMS ‘Lecture Capture’ in VIT campus for previous years.

No.	Websites / Links	Module Nos.
1	Digital Content (live.vsit.edu.in)	1-4
2		
3		
4		
5		

4.g Recommended MOOC Courses like Coursera / NPTEL / MIT-OCW / edX etc.

Sr. No.	MOOC Course Link	Course conducted by – Person / University / Institute / Industry	Course Duration	Certificate (Y / N)
1				
2				

4.h Recommended Value Added Courses (VAC)

Sr. No.	Name of the Value Added Course	Conducted by – Person / Institute / Industry	Course Duration	Certificate (Y / N)
1				

4.i Study Material Distributed among Students

Tick if distributed among students

GQ	Notes	Digital Content	PPT	EQ (updated till the Last Exam)	Other (Write Details)
✓	✓	✓	✓	✓	

5. Consolidated Course Lesson Plan

	From (date/month/year)	To (date/month/year)	Total Number of Weeks
Semester Duration	14/06/2020	15/11/2020	15

Week	Lecture no.	Module No.	Lecture Topics / IA 1 and IA 2 / BSA planned to be covered	Actual date of Completion	COs	Recommended Prior Viewing / Reading	
						Lecture No. (on LMS)	Chapter No. / Page Nos./ Books/ Web Site
	1	1	Changing face of journalism from Guttenberg to new media				
	2	1	Journalism in India				
	3	1	Earliest publications				
	4	1	The rise of nationalist press ,Post 1947				
	5	1	The emergency 1975 ,Post Emergency				

	6	1	Post liberalization of the economy boom in magazines niche journalism				
	7	1	How technology advancement has helped media				
	8	1	New media with special reference to rise the Citizen Journalism				
	9	2	Definition of the news & The news process from the event to the reader				
	10	2	What makes a good story				
	11	2	Anatomy of a news story				
	12	2	Types of Beats- Crime, Environmental, Entertainment, Educational, Agricultural, Sports etc				
	13	2	Types of Beats- Crime, Environmental, Entertainment, Educational, Agricultural, Sports etc				
	14	2	Types of Beats- Crime, Environmental, Entertainment, Educational, Agricultural, Sports etc				
	15	2	Types of Beats- Crime, Environmental, Entertainment, Educational, Agricultural, Sports etc				
	16	2	Types of Beats- Crime, Environmental, Entertainment, Educational, Agricultural, Sports etc				
	17	3	What makes a great journalist: Objectivity, Accuracy,				
	18	3	Difference between a PR and a journalist				

	19	3	Without fear or favour Balance Proximity				
	20	3	Difference between a PR and a journalist				
	21	3	Criteria for news worthiness				
	22	3	Hard News / Soft News and blend of the two				
	23	3	News Reports				
	24	3	Features Editorials				
	25	4	Reporter				
	26	4	Feature Writer				
	27	4	Mojo,				
	28	4	Real time journalist				
	29	4	investigative journalist				
	30	4	rural journalist				
	31	4	In-depth journalist				
	32	4	lifestyle journalist, Data Journalist				
	33	5	Background research				
	34	5	Background research				

	35	5	Finding a news angle				
	36	5	Finding a news angle				
	37	5	Capturing the right pictures for a photo feature				
	38	5	Capturing the right pictures for a photo feature				
	39	5	Writing Headline				
	40	5	captions and lead				

4

46.

Rubric for Grading and Marking of Term Work (inform students at the beginning of semester)

Lecture + Practical (% Attendance) & Marks	Assign-ments	Tutorial	Lab / Practical Performance	Lab Journal Assessment	Class Tests (Other than IA)	Class participation	Other (2) Specify	Total
NA	NA	NA	NA	NA	20	5		5

7. Assignments / Tutorials Details (must attach print out of all questions together with AAP)

Assignment No.	Title of the Assignments / Tutorials	CO Map	Assignments given to Students on	Date of Submission
1	•			
2	•			
3	•			
4	•			

Analysis of Assignment / Tutorial Questions and Related Resources

Assignment No.	Week No.	Type* (√)			Module No.	Based on #			Question Type (√)	
		R	UQ	OBT		Text Book	Reference Book	Other Learning Resource	MU EQ	Thought Provoking
1	3	✓			1		✓		✓	
2	5	✓		✓	2		✓		✓	
3	8	✓			3		✓		✓	
4	11	✓		✓	4		✓		✓	

* Tick (√) the Type of the Assignment: Regular (R); Unannounced Quiz (UQ) ; Open Book Test for TY/SY/MASTERS (OBT)

Write number for Text book, reference book, other learning resource from this AAP – *from Points 4.a to 4.d*

8.

Internal Assessment / Other Class Test / Open Book Test (OBT)/Take Home Test (THT) Details

Tests	Test Dates	Module No.	CO Map	IA Question Paper Pattern	Policy
1 st IA Test	7 or 8 th Week	1 & 2	1 & 2	Q1 – MCQ - 10 Marks Q2 – Questions 5 Marks	No IA Re-test
2nd IA Test				Q3 – Questions 5 Marks 20 marks each for IA 1 & 2	IA is a Head of passing *
Pop Quiz	5th week	1-2			
Open Book Test	6 th week	1-2			
Take Home Test	15 th week	1-4			
Class tests / prelims					
Class tests / prelims					
Any other test/exams					

* IA failures will have to appear for re-test in next semester

9.a

Practical Activities – Regular Experiments

Practical No.	Module No.	Title of the Regular Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1					
2					

3					
4					
5					
6					
7					
8					
9					
10					

9.b **Practical Activities – Newly Added Experiments**

Practical No.	Module No.	Title of the Newly Added Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1					
2					

9.c **Practical Activities – PBL Experiments**

Practical No.	Module No.	Title of the PBL Experiments	Concepts to be highlighted	CO Map	Audit / Quality (0 to 4)
1	1-2			1-4	
2	1-2			1-4	
3	3			1-4	

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10. Beyond Syllabus Activities for Gap Mitigation

No.	Type of the Activity	Activities	Details – no of attendees, guest, feedback, mark sheet, report
1	Interaction with Outside World	Guest Lecture / Workshops	May be
2		Industrial Visit	May Be
3	Test and Assessments	Class Tests – (other than IA)	Surprise test
4		Mini Projects	NA
5		Pop Quiz	Yes
6		Mobile App Based Quiz	NA
7		Open Book Test	Yes
8		Take Home Test	Yes
9	Collaborative and Group Activity	Poster Presentation	Yes
10		Minute Papers	NA
11		Students Seminar	NA
12		Students Debates	NA
13		Panel Discussion / Mock GD	yes
14		Mock Interview	NA
15	Co-curricular Courses	MOOC-NPTEL/Coursera Videos	NA
16		Value Added Courses	NA
17		Lecture Capture Usage	NA

*** Do not delete any activity. Give details for planned events. Write ‘NA’ for activity Not Planned.**

Consolidated Academic Administration Plan Prepared by (mention all theory teaching faculty names with signature)

Prof Sidra Usmani

Faculty 1 Name (Sign.)

Faculty 2 Name (Sign.)

Faculty 3 Name (Sign.)

External Industry Mentor (Sign.)
Mentor (Sign.)

External Academic

Anindita Banarjee

Mrs

VSIT Cluster Mentor Name (Sign.)
(Sign.)

Head of Dept.

Version 2020-21

The academic resources available in VSIT –

VMIS (ERP)	V-Refer and V-Live	VSIT Library	VAC & MOOC Courses
Institute & Department Vision and Mission	Former IA question papers and solutions (prepared by faculty)	Former IA question papers solutions - hardcopy	Value Added Courses (VAC) are conducted throughout the semester & in the semester break - Enrol for the VACs
Program Educational Objectives (PEO)	MU end semester examination question papers and solutions (prepared by faculty)	MU end semester exam question paper & solutions - by faculty, hardcopy	
Program Specific Outcome (PSO)	Class notes and Digital Content for the subject (scanned / typed by faculty)	All text books, reference books, e -books mentioned in the syllabus & AAP	Online courses from NPTEL, Coursera etc. are pursued throughout the semester - Register for the course & get certified
Program Outcome (PO)	Comprehensive question bank, EQ, GQ, PPT, Class Test papers	Technical journals and magazines for reference	
Departmental Knowledge Map	Academic Administration Plan & Beyond Syllabus Activity report	VSIT library is member of IIT Bombay Library	Watch former lectures captured in LMS at VSIT

1.a Course Objectives (write in detail – follow NBA guideline in this regard)

Cognitive	What do you want students to know?	To be aware of various social, cultural, economic and political practices and representation of gender.
Affective	What do you want students to think / care about?	To detect the symbolic representation of different cultural groups and social conditioning that governs group behaviour.
Behavioural	What do you want students to be able to do?	To unlearn social reinforcement through a strategic recognition and evaluation of representation in the media and to develop an empathetic view on ideas of gender and culture.

1.b Course Outcome (CO) Statements and Module-Wise Mapping (follow NBA guideline)

CO No.	Statements
CO1	To discuss the significance of culture and the media industry.
CO2	To understand the association between the media, gender and culture in the society.
CO3	To stress on the changing perspectives of media, gender and culture in the globalised era.
CO4	To sensitize the learners to varied cultural practices and depictions of gender and culture, erroneous and otherwise.

1.c Mapping of COs with POs (mark S: Strong, M: Moderate, W: Weak, Dash '-': not mapped)

	PO 1	PO 2	PO 3	PO 4	PO 5	PO 6	PO 7	PO 8	PO 9	PO 10	PO 11	PO 12
CO 1												
CO 2												
CO 3												
CO 4												
CO 5												

1.d Mapping of COs with PSOs (mark S: Strong, M: Moderate, W: Weak, Dash ‘-’:not mapped)

	PSO 1	PSO 2	PSO 3	PSO 4
CO 1				
CO 2				
CO 3				
CO 4				
CO 5				

1.e Teaching and Examination Scheme (As specified by the University) for the Course

Categories	Mathematics	Computing / IT / Electronics	Humanities & Soft Skill	Social Sciences	Commerce	Management	Multidisciplinary
Tick suitable category			√				√

Subject Code	Subject Name	Teaching Scheme			Credits Assigned			
		Theory	Practical	Tutorial	Theory	TW/Practical	Tutorial	Total
BAMMMGC-206	Media, Gender and Culture	75	-	-	3			3

Subject Code	Subject Name	Examination Scheme							
		Theory Marks IA Test			End Sem. Exam Marks	TW	Practical	Oral	Total
		IA 1	Class participation	Sum of IA1 and IA2					
BAMMMGC-206	Media, Gender and Culture	20	05		75				100

1.f Faculty-Wise Distribution of all Lecture-Practical-Tutorial Hours for the Course

Divisions	Lecture (Hrs.)	Practical (Hrs.)				Tutorial (Hrs.)			
		Batch 1	Batch 2	Batch 3	Batch 4	Batch 1	Batch 2	Batch 3	Batch 4
A	3	-	-	-	-	-	-	-	-

1.g Office Hours (Faculty will be available in office in this duration for solving students' query)

Division	Day	Time (at least 1 Hr. / Division)	Venue (Office Room No.)
A	Monday		MS teams

2.a Syllabus: Module Wise Teaching Hours and % Weightage in University Question Paper

Module No.	Module Title and Brief Details	Teaching Hrs. for each module	% Weightage in University Question Papers
I	Evolution, Need, Concepts and Theories	12 lectures x 1 hour	25

II	Construction, Commodification, Import and Recent trends	12 lectures x 1 hour	25
III	Role and Influence of Media Global, Local, Consumer and the Recent Trends	12 lectures x 1 hour	25
IV	Global, Local, Consumer and the Recent Trends	12 lectures x 1 hour	25
* Insert rows for more modules in the Course		Total	48
			100

2.b Prerequisite Courses

No.	Semester	Name of the Course	Topic/s
1	I	Fundamentals of Mass Communication	Impact of Mass Communication

2.c Relevance to Future Courses

No.	Semester	Name of the Course
1		Masters in Mass Communication
2		Masters in Arts

2.d Real Life Application Mapping – Mention Application from Very Common Day to Day Life

No.	Real Life Application Mapping with the Course
1	Journalism and Advertising
2	Creative Writing
3	Counselling
4	Emotional Intelligence

3. Past Results – Division-Wise and Topic-Wise Result Based Analysis

Details	Target – April 2019	April 2018	April 2017	April 2016
Course Passing % – Average of 6 Divisions	100%			
Marks Obtained by Course Topper (mark/100)				

Year	Division A		Division B		Division C		Division D		Division E		Division F	
	Initials of Teacher	% Result	Initials of Teacher	% Result	Initials of Teacher	% Result	Initials of Teacher	% Result	Initials of Teacher	% Result	Initials of Teacher	% Result
2020	LP	100%	-	-	-	-	-	-	-	-	-	-

Topics which affect results negatively	Module Number	Recommendations to overcome these issues & improve result in future

4 All the Learning Resources – Books and E-Resources

4.a List of Text Books (T – Symbol for Text Books) to be Referred by Students

Sr. No	Text Book Titles	Author/s	Publisher	Edition	Module Nos.
1	<i>Media and Cultural Studies</i>	Meenakshi Gigi Durham and Douglas M. Kellner	Blackwell		I and III
2	<i>Cultural Studies - Theory and Practice</i>	Chris Barker	SAGE		II
3	<i>An Introduction to Cultural Studies</i>	Pramod K. Nayar	Viva		I
4	<i>Culture Change in India- Identity And Globalisation</i>	Yogendra Singh	Rawat		IV
5	<i>Indian Media in A Globalised World</i>	Maya Ranganathan and Usha M. Rodrigues	SAGE		IV
6	<i>Media Gender and Popular Culture In India - Tracking Change And Continuity</i>	Sanjukthe-Dasgupta	SAGE		IV

4.b List of Reference Books (R – Symbol for Reference Books) to be Referred by Students

Sr. No	Reference Book Titles	Author/s	Publisher	Edition	Module Nos.
1	<i>Cultural Studies: A Critical Introduction</i>	Simon During	Routledge		I, II and III
2	<i>The Cultural Studies Reader</i>	Simon During	Routledge		I, II and III
3	<i>The Advertising and Consumer Culture Reader</i>	Joseph Tarrow and Matthew P McAllister	Routledge		I, II and III

4.c List of E - Books (E – Symbol for E-Books) to be Referred by Students

Sr. No	E- Book Titles	Author/s	Publisher	Edition	Module Nos.
1	A Study of Culture, Belief, and Social Structure https://www.free-ebooks.net/general-non-fiction/A-Study-of-Culture-Belief-and-Social-Structure	Tahir Iqbal		2008	I, II and III

4.d Web Links and Names of Magazines, Journals, E-journals – [VIT is member of IIT Bombay Library]

Refer online journals subscribed in VIT library. You can also access IIT Bombay online library for journals from IITB campus.

Sr. No.	Web-Links and Names of Journals and E-Journals Recommended to Students for this Course	Web-Links and Names of Magazines Recommended to Students for this Course
1		Feminism in India (e-zine) https://feminisminindia.com/

4.e Module Best Available in - Tick the best resource [from 4.a to 4.d in this AAP] & give details

Module No.	Category (Please Tick Mark) - √						Available In VSIT Library?		Details of the Resource (i.e. Name, Chapter & Page No., etc.)
	Book			Magazine	Journals		Y	N	
	Text	Reference	E-Book		Regular	E-Journal			
1 and 2	✓						✓		<i>An Introduction to Cultural Studies</i>
3 and 4	✓							✓	<i>Media Gender and Popular Culture in India - Tracking Change and Continuity</i>

4.f Web Links for Online Notes/YouTube/VSIT Digital Content/VIT Lecture Capture/NPTEL Videos

Students can view lectures by VSIT professors, captured through LMS 'Lecture Capture' in VIT campus for previous years.

No.	Websites / Links	Module Nos.
1	Digital Content (live.vsit.edu.in)	1-4
2	PPTs	1-4

4.g Recommended MOOC Courses like Coursera / NPTEL / MIT-OCW / edX etc.

Sr. No.	MOOC Course Link	Course conducted by – Person / University / Institute / Industry	Course Duration	Certificate (Y / N)
1	Introduction to Media and Culture - Revised	Saylor Foundation	2 – 3 hours	Y
2	The Rise of Superheroes and Their Impact On Pop Culture	SmithsonianX	6 weeks	Y
3	Media Studies - Gaming, the Internet and Social Media - Revised	Saylor Foundation	2 – 3 hours	Y

4.h Recommended Value Added Courses (VAC)

Sr. No.	Name of the Value Added Course	Conducted by – Person / Institute / Industry	Course Duration	Certificate (Y / N)
1	Certificate Courses in Ancient Indian History, Culture and Archaeology	St. Xavier's College	10 months	Y

4.i Study Material Distributed among Students

Tick if distributed among students					
GQ	Notes	Digital Content	PPT	EQ (updated till the Last Exam)	Other (Write Details)
✓	✓	✓	✓	✓	-

5. Consolidated Course Lesson Plan

	From (date/month/year)	To (date/month/year)	Total Number of Weeks
--	------------------------	----------------------	-----------------------

Semester Duration	November 18, 2019		16
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Week No.	Lecture no.	Module No.	Lecture Topics / IA 1 and IA 2 / BSA planned to be covered	Actual date of Completion	COs	Recommended Prior Viewing / Reading	
						Lecture No. (on LMS)	Chapter No. / Page Nos./ Books/ Web Site
1	1	1	Evolution, features, need and significance of cultural studies and media				
	2		Evolution, features, need and significance of cultural studies and media				
	3		Acculturation, enculturation				
2	4		Ethnocentrism and Cultural relativism				
	5		Culture shock and its relevance on media				
	6		Stuart Hall: Encoding and Decoding				
3	7		Stuart Hall: Circuit of culture				
	8		John Fiske: culture and industry				
	9		Feminism				
4	10		Post-Feminism				
	11		Technoculture and risk - Ulrich Beck				
	12		Revision				
5	13	2	Construction of culture- social, economic, political, religion and technology				
	14		Construction of culture- social, economic, political, religion and technology				
	15		Construction of culture- social, economic, political, religion and technology				

6	16		Culture, industry and media - commodification				
	17		Representation and articulation				
	18		Popular Culture				
7	19		Cyber Culture				
	20		Ideology				
	21		Power				
8	22		Power				
	23		Culture industry and communication - with reference, to film, TV, social media, advertisements etc Media and its impact on the cultural aspect of the society.				
	24		Memes				
9	25	3	Hegemony				
	26		Hegemony				
	27		Stereotyping				
10	28		Influence of media on gender				
	29		Influence of media on gender				
	30		Role of media in social construction of gender				
11	31		Role of media in social construction of gender				
	32		Hegemonic masculinity				

	33		Gender issues in news media				
12	34		Gender issues in news media				
	35		Gender issues in news media				
	36		Revision				
13	37	4	Media imperialism				
	38		Media imperialism				
	39		Globalisation and Local culture- Issues and Perspectives				
14	40		Threat to regional and local identities				
	41		Impact of global culture				
	42		Consumer culture and media w.r.t globalisation				
15	43		Digital Media culture: Recent trends and challenges				
	44		Global economic and cultural flows				
	45		Homogenization and fragmentation				
16	46		Glocalization, creolization				
	47		Globalization and power				
	48		Revision				

6. Rubric for Grading and Marking of Term Work (inform students at the beginning of semester)

Lecture + Practical (% Attendance)	Assignments	Tutorial	Lab / Practical Performance	Lab Journal Assessment	Class Tests (Other	Class participation	Other (2) Specify	Total
------------------------------------	-------------	----------	-----------------------------	------------------------	--------------------	---------------------	-------------------	-------

& Marks					than IA)			
						5		5

7. Assignments / Tutorials Details (must attach print out of all questions together with AAP)

Assignment No.	Title of the Assignments / Tutorials	CO Map	Assignments given to Students on	Date of Submission
1, 2, 3 and 4	Expected Questions (5 questions per unit)	All	Week 2, 5, 9 and 12	Week 3, 6, 10, 13
5	Film review <i>Angry Indian Goddesses/ Soni/ Game Over/ Padmavaat/ Raazi/ Highway/ Pride and Prejudice/ Bend it Like Beckham/ The Pursuit of Happiness/ I am Mother/ Ex-Machina</i>	CO2	Week 5	Week 8
6	Prepare a short film	CO3	Week 1	Week 9

Analysis of Assignment / Tutorial Questions and Related Resources

Assignment No.	Week No.	Type* (√)			Module No.	Based on #			Question Type (√)	
		R	UQ	OBT		Text Book	Reference Book	Other Learning Resource	MU EQ	Thought Provoking
1		<input checked="" type="checkbox"/>			1		<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>	
2		<input checked="" type="checkbox"/>			2		<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>	
3		<input checked="" type="checkbox"/>			3		<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>	
4		<input checked="" type="checkbox"/>			4		<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>	

* Tick (√) the Type of the Assignment: Regular (R); Unannounced Quiz (UQ) ; Open Book Test for TY/SY/MASTERS (OBT)
 # Write number for Text book, reference book, other learning resource from this AAP – from Points 4.a to 4.d

8. Internal Assessment / Other Class Test / Open Book Test (OBT)/Take Home Test (THT) Details

Tests	Test Dates	Module No.	CO Map	IA Question Paper Pattern	Policy
1 st IA Test				Q1 10 Marks Q2 10 Marks 20 marks each for IA 1 & 2	No IA Re-test
2 nd IA Test					IA is a Head of passing *
Pop Quiz					
Open Book Test					
Take Home Test					
Class tests / prelims					
Class tests / prelims					
Any other test/exams					

* IA failures will have to appear for re-test in next semester

9.a Practical Activities – Regular Experiments

Practical No.	Module No.	Title of the Regular Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1		-			

9.b Practical Activities – Newly Added Experiments

Practical No.	Module No.	Title of the Newly Added Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1		-			

9.c Practical Activities – PBL Experiments

Practical No.	Module No.	Title of the PBL Experiments	Concepts to be highlighted	CO Map	Audit / Quality (0 to 4)
1	II and III	Case study on <i>Hallyu</i>	Ideology, soft power and representation	CO 1 and 2	

2	III	Case Study – Mythological depictions of gender and race	Ideology, soft power and representation	CO3	
3	III	Case Study – Food fads	Ideology, soft power and representation	CO3	

10. Beyond Syllabus Activities for Gap Mitigation

No.	Type of the Activity	Activities	Details – no of attendees, guest, feedback, mark sheet, report
1	Interaction with Outside World	Guest Lecture / Workshops	Y
2		Industrial Visit	
3	Test and Assessments	Class Tests – (other than IA)	Y
4		Mini Projects	
5		Pop Quiz	Y
6		Mobile App Based Quiz	
7		Open Book Test	
8		Take Home Test	Y
9	Collaborative and Group Activity	Poster Presentation	
10		Minute Papers	
11		Students Seminar	
12		Students Debates	Y
13		Panel Discussion / Mock GD	Y
14	Mock Interview		
15	Co-curricular Courses	MOOC-NPTEL/Coursera Videos	
16		Value Added Courses	Y
17		Lecture Capture Usage	

*** Do not delete any activity. Give details for planned events. Write 'NA' for activity Not Planned.**

Consolidated Academic Administration Plan Prepared by (mention all theory teaching faculty names with signature) L

Lakshmi Pillai

Faculty 1 Name (Sign.)

Faculty 2 Name (Sign.)

Faculty 3 Name (Sign.)

External Industry Mentor (Sign.)

External Academic Mentor (Sign.)

Anindita Banerji
VSIT Cluster Mentor Name (Sign.)

Anindita Banerji
Head of Dept. (Sign.)

The academic resources available in VSIT –

VMIS (ERP)	V-Refer and V-Live	VSIT Library	VAC & MOOC Courses
Institute & Department Vision and Mission	Former IA question papers and solutions (prepared by faculty)	Former IA question papers solutions - hardcopy	Value Added Courses (VAC) are conducted throughout the semester & in the semester break - Enrol for the VACs
Program Educational Objectives (PEO)	MU end semester examination question papers and solutions (prepared by faculty)	MU end semester exam question paper & solutions - by faculty, hardcopy	
Program Specific Outcome (PSO)	Class notes and Digital Content for the subject (scanned / typed by faculty)	All text books, reference books, e -books mentioned in the syllabus & AAP	Online courses from NPTEL, Coursera etc. are pursued throughout the semester - Register for the course & get certified
Program Outcome (PO)	Comprehensive question bank, EQ, GQ, PPT, Class Test papers	Technical journals and magazines for reference	
Departmental Knowledge Map	Academic Administration Plan & Beyond Syllabus Activity report	VSIT library is member of IIT Bombay Library	Watch former lectures captured in LMS at VSIT

1.a Course Objectives (write in detail – follow NBA guideline in this regard)

Cognitive	What do you want students to know?	Gain knowledge of Differential equation, Integration and Laplace Transformation and use in real life experiences.
Affective	What do you want students to think / care about?	Differential equations have a remarkable ability to predict the world around us. They are used in a wide variety of disciplines, from biology, economics, physics, chemistry and engineering. They can describe exponential growth and decay, the population growth of species or the change in investment return over time.
Behavioral	What do you want Students to be able to do?	Implementation of Differential Equations to solve real life problems in machine section. Implementation of Laplace Transform is studying how various analog and digital signal conversions is done.

1.b Course Outcome (CO) Statements and Module-Wise Mapping (follow NBA guideline)

CO No.	Statements	Related Module/s
CO1	Matrices will help to calculate the various image transformations are done.	Unit 1
CO2	Equation of First Order and second order differential Equation can describe exponential growth and decay, the population growth of species or the change in investment return over time.	Unit 2
CO3	Implementation of Laplace Transformation will help to understand how various analog and digital signal conversions is done.	Unit 3
CO4	Multiple Integration will help to calculate the surface area and volume of any real life objects.	Unit 4
CO5	Error functions will help to calculate the accurate error from true and observed value.	Unit 5

1.c Mapping of COs with POs (mark S: Strong, M: Moderate, W: Weak, Dash '-': not mapped)

	PO 1	PO 2	PO 3	PO 4	PO 5	PO 6	PO 7	PO 8	PO 9	PO 10	PO 11	PO 12
CO 1												
CO 2												
CO 3												
CO 4												
CO 5												

1.d Mapping of COs with PSOs (mark S: Strong, M: Moderate, W: Weak, Dash '-':not mapped)

	PSO 1	PSO 2	PSO 3	PSO 4
CO 1				
CO 2				
CO 3				
CO 4				
CO 5				

1.e Teaching and Examination Scheme (As specified by the University) for the Course

Categories	Mathematics	Computing / IT / Electronics	Humanities & Soft Skill	Social Sciences	Commerce	Management	Multidisciplinary
Tick suitable category	✓						

Subject Code	Subject Name	Teaching Scheme			Credits Assigned			
		Theory	Practical	Tutorial	Theory	TW/Practical	Tutorial	Total
USIT305	Applied Mathematics	4lectures /week	--	--	2	--	--	2

Subject Code	Subject Name	Examination Scheme							
		Theory Marks IA Test			End Sem. Exam Marks	TW	Practical	Oral	Total
		IA 1	IA 2	Average of IA1 and IA2					
USIT305	Applied Mathematics	20		20	75	05			100

1.f Faculty-Wise Distribution of all Lecture-Practical-Tutorial Hours for the Course

Divisions	Lecture (Hrs.)	Practical (Hrs.)				Tutorial (Hrs.)			
		Batch 1	Batch 2	Batch 3	Batch 4	Batch 1	Batch 2	Batch 3	Batch 4
A	4	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.
B	4	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.
C	4	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.
D	4	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.
E	4	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.

F	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.
---	------	------	------	------	------	------	------	------	------

1.g Office Hours (Faculty will be available in office in this duration for solving students' query)

Division	Day	Time (at least 1 Hr. / Division)	Venue (Staff Room No.)
A	Monday	9:00 am -10:00 am	Y-104
B	Tuesday	9:00 am -10:00 am	Y-104
C	Wednesday	9:00 am -10:00 am	Y-104
D	Thursday	9:00 am -10:00 am	X-116
E	Friday	9:00 am -10:00 am	X-116
F	Friday	9:00 am -10:00 am	X-116

2.a Syllabus: Module Wise Teaching Hours and % Weightage in University Question Paper

Module No.	Module Title and Brief Details	Teaching Hrs. for each module	% Weightage in University Question Papers
1	Matrices and Complex Numbers	10	20
2	Equation of First Order and First degree Differential Equation of the first order of degree higher than first. Linear Differential Equation with Constant Coefficients.	12	20
3	The Laplace Transform and Inverse Laplace Transform.	09	20
4	Multiple Integration and Application of Integration	09	20
5	Beta and Gamma Functions ,Differential Under Integration Sign Error Function	08	20
* Insert rows for more modules in the Course Total		48 lectures	100 %

2.b Prerequisite Courses

No.	Semester	Name of the Course	Topic/s
1	S.Y.J.C	Maths I & II	Complex Number, Matrices, Trigonometric Formulas, Derivative and Integration.
2	B.Sc. IT Sem IV	Numerical and Statistical Technique	Interpolation Method

2.c Relevance to Future Courses

No.	Semester	Name of the Course
1	B.Sc.IT VI	B.Sc (I.T) Digital Signal Processing.
2	B.Sc.IT IV	Computer Graphics and Animation

2.d Real Life Application Mapping – Mention Application from Very Common Day to Day Life

Course Academic Administration Plan – USIT402 Embedded Systems – Semester IV- B.Sc. (Information Technology)P a g e | 3

No.	Real Life Application Mapping with the Course
1	Laplace Transform is heavily used in signal processing. A simple Laplace Transform is conducted while sending signals over any two-way communication medium (FM/AM stereo, 2-way radio sets, cellular phones).
2	Differential equation can describe exponential growth and decay, the population growth of species or the change in investment return over time.
3	Beta distribution where beta function is used to determine average time of completing selected tasks in time management problems. Gamma function is used in gamma distribution which is used to determine time based occurrences, such as life span of an electronic component etc.

3. Past Results – Division-Wise and Topic-Wise Result Based Analysis

Details	Target - Nov 2020	Nov 2019	Nov 2018	Nov 2017
Course Passing % – Average of 3 Divisions	90%	88.89%	77.84%	N.A
Marks Obtained by Course Topper (mark/100)	90	91	80	N.A

Year	Division A		Division B		Division C	
	Initials of Teacher	% Result	Initials of Teacher	% Result	Initials of Teacher	% Result
Nov 2019	GS	96.36%	GS	96.67%	GS	86.89%
Nov 2018	GF	89.55%	GF	77.05%	GF	72.41%
Nov 2017	N.A	N.A	N.A	N.A	N.A	N.A

Year	Division D		Division E		Division F	
	Initials of Teacher	% Result	Initials of Teacher	% Result	Initials of Teacher	% Result
Nov 2019	GS	85.25%	SM	80.95%	SM	88.10%
Nov 2018	GF	76.67%	SM	73.21%	SM	75%
Nov 2017	N.A	N.A	N.A	N.A	N.A	N.A

Topics which affect results negatively	Module Number	Recommendations to overcome these issues & improve result in future
Laplace Transformation and Inverse	3	More problems should be solved during the lecture
Multiple Integration	4	More assignment questions to be given
Beta and Gamma functions	5	Series of Test should be conducted

4 All the Learning Resources – Books and E-Resources

4.a List of Text Books (T – Symbol for Text Books) to be Referred by Students

Sr. No	Text Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Text Book of Applied Mathematics Vol I	PN & JN Wartikar	Pune Vidyarthi Graha	Vol-I	I, V
2	Text Book of Applied Mathematics Vol II	PN & JN Wartikar	Pune Vidyarthi Graha	Vol-II	II,III,

4.b List of Reference Books (R – Symbol for Reference Books) to be Referred by Students

Sr. No	Reference Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Higher Engineering Mathematics	Dr.B S Grewal	Khanna Publications	Vol-I	IV

4.c List of E - Books (E – Symbol for E-Books) to be Referred by Students

Sr. No	E- Book Titles	Author/s	Publisher	Edition	Module Nos.
1	The Laplace transformation:Theory and Applications	Joel Schiff	Springer	-	3
2	A textbook of Differential Equation	N.M.Kapoor	Pitambar	Eleventh	2
3	Engineering Mathematics	A.B.Mathur	Krishna's	-	4,5
4	Complex numbers made simple	Verity Carr	Made Simple	1 st Edition	1

4.d Web Links and Names of Magazines, Journals, E-journals – [VIT is member of IIT Bombay Library]

Refer online journals subscribed in VIT library. You can also access IIT Bombay online library for journals from IITB campus.

Sr. No.	Web-Links and Names of Journals and E-Journals Recommended to Students for this Course	Web-Links and Names of Magazines Recommended to Students for this Course	Module Nos.
1	https://www.sciencedirect.com/topics/mathematics/bernoulli-distribution Bernoulli Distribution-Introduction to Algorithms for data Mining and Machine Learning	https://link.springer.com/article/10.1007/s11075-012-9625-3 -- Review of inverse Laplace transform algorithms for Laplace-space numerical approaches	1,2
2	https://www.researchgate.net/publication/322083482 The Complementary Functions Method (CFM) Solution to the Elastic Analysis of Polar Orthotropic Rotating Discs	https://ieeexplore.ieee.org/document/476326 On the distribution function of a random power series with Bernoulli variables as coefficients	2
3	https://www.academia.edu/42248928/Different_Ways_of_Solving_a_Geometric_Task Different ways on solving geometric task	https://www.tandfonline.com/doi/abs/10.1080/00207160412331291107 Numerical evaluation of double and triple integrals	3
4	https://www.researchgate.net/publication/267465398_A_new_approach_to_ordering_complex_numbers A new approach to ordering complex numbers	https://ieeexplore.ieee.org/document/1139296 Computation of radiation patterns involving numerical double integration	3
5	http://www.sam.math.ethz.ch/~hiptmair/Seminars/CONVQUAD/Articles/DAM79.pdf Journal of Computational Physics Numerical Inversion of Laplace Transformation	https://www.tandfonline.com/doi/abs/10.1080/0025570X.1968.11975831 Relation Between the Beta and the Gamma Functions	4
6	https://www.sciencedirect.com/science/article/abs/pii/S0016003210002711 Journal of the Franklin Institute-Application of numerical inverse Laplace transform algorithms in fractional calculus	https://www.sciencedirect.com/topics/mathematics/beta-function Beta Functions	4

7	http://www.journaljamcs.com/index.php/JAMCS/article/view/23879 Journal of Advance in Mathematics and Computer Science (Linear Homogenous Differential Equations)	https://www.sciencedirect.com/topics/mathematics/gamma-function Mathematics for Physical Science and Engineering	5
8	https://www.researchgate.net Journal of Advance in Mathematics and Computer Science	https://www.sciencedirect.com/topics/mathematics/gamma-function Beta and Gamma functions	5

4.e Module Best Available in - Tick the best resource [from 4.a to 4.d in this AAP] & give details

Module No.	Category (Please Tick Mark) - √						Available In VSIT Library?		Details of the Resource (i.e. Name, Chapter & Page No., etc.)
	Book			Magazine	Journals		Y	N	
	Text	Reference	E-Book		Regular	E-Journal			
1	✓	✓					✓		P.N. Wartikar Vol-I Chapter-1
2	✓	✓					✓		P.N. Wartikar Vol-II Chapter-1,2 and 3
3	✓	✓					✓		P.N. Wartikar Vol-II Chapter-3
4	✓	✓					✓		P.N. Wartikar Vol-I Chapter-16 and 17
5	✓	✓					✓		P.N. Wartikar Vol-I Chapter-14,16 and 19

4.f Web Links for Online Notes/YouTube/VSIT Digital Content/VIT Lecture Capture/NPTEL Videos

Students can view lectures by VSIT professors, captured through LMS 'Lecture Capture' in VIT campus for previous years.

No.	Websites / Links	Module Nos.
1	http://home.iitk.ac.in/~psraj/mth102/lecture_notes.html	1
2	nptel.ac.in/courses/101108047/module8/Lecture%2017.pdf	2
3	nptel.ac.in/courses/117101055/34	3
4	nptel.ac.in/courses/111104085/28 nptel.ac.in/courses/122101003/downloads/Lecture-21.pdf	4
5	nptel.ac.in/courses/115106086/	5
6	https://www.youtube.com/watch?v=MDDZG-Y_AfY	1
7	https://www.youtube.com/watch?v=OiNh2DswFt4	3
8	https://www.youtube.com/watch?v=QknG2ThxxlQ	5

4.g Recommended MOOC Courses like Coursera / NPTEL / MIT-OCW / edX etc.

Sr. No.	MOOC Course Link	Course conducted by – Person / University / Institute / Industry	Course Duration	Certificate (Y / N)
1	www.mooc-list/tags/engineering-mathematics	University of Texas at Arlington	8 weeks	Y

4.h Recommended Value Added Courses (VAC)

Sr. No.	Name of the Value Added Course	Conducted by – Person / Institute / Industry	Course Duration	Certificate (Y / N)
1	Competitive Examination Mathematics	Smart Ways	32 hrs	y

4.i Study Material Distributed among Students

Tick if distributed among students					
GQ	Notes	Digital Content	PPT	EQ (updated till the Last Exam)	Other (Write Details)
✓	✓	✓		✓	Solution for EQ

5.

Consolidated Course Lesson Plan

	From (date/month/year)	To (date/month/year)	Total Number of Weeks
Semester Duration	10/06/2020	28/09/2020	12

Week	Lecture no.	Module No.	Lecture Topics / IA 1 and IA 2 / BSA planned to be covered	Actual date of Completion	COs	Recommended Prior Viewing / Reading Lecture No. (on LMS)	Chapter No. / Page Nos./ Books/ Web Site
Recommended Book is P.N. Wartikar and J.N.Wartikar Vol-I, Vol-II							
1	1	1	<u>Introduction to Syllabus of Applies Maths</u> <u>Matrices</u> : Definition,Types,Properties of Matrices		1	1	Vol-I Chapter 1 Page 1-38
	2	1	Inverse of a matrix		1	2	Vol-I Chapter 1 Page 39-46
	SS	1	Determined and Adjoint of a Matrix		1	SS	Vol-I Chapter 1 Page 39-46
	3	1	Elementary Transformation,Rank of Matrix, Echelon or Normal Matrix,Linear equations		1	3	Vol-I Chapter 1 Page 47-38
	4	1	Linear dependence and linear independence of vectors, Linear transformation.		1	4	Vol-I Chapter 1 Page 67 -76
2	5	1	Characteristics roots and characteristics vectors, Properties of characteristic vectors, Caley Hamilton Theorem.		1	5	Vol-1 Chapter 1 Page 77-85
	6	1	Caley Hamilton Theorem, Similarity of matrices.		1	6	Vol-1 Chapter 1 Page 85-89
	7	1	<u>Complex Numbers</u> : Complex number, Equality of complex numbers, Graphical representation of complex number(Argand's Diagram).		1	7	Vol-1 Chapter 1 Page 95-98
	8	1	Polar form of complex numbers, Polar form of $x+iy$ for different signs of x,y , Exponential form of complex numbers.		1	8	Vol-1 Chapter 1 Page 99-108
3	9	1	logarithmic form of complex numbers		1	9	Vol-1 Chapter 1 Page 99-108
	10	1	Viva/ Students' Activity		1	10	-
	11	2	<u>Equation of the first order and of the first degree</u> : Separation of variables, Equations homogeneous in x and y .		2	11	Vol II Chapter 1 Page 1-5

	12	2	Non-homogeneous linear equations		2	12	Vol II Chapter 2 Page 10-12
4	13	2	Linear Equation and equation reducible to this form, Method of substitution.		2	13	Vol II Chapter 2 Page 13-20
	14	2	<u>Differential equation of the first order of a degree higher than the first:</u> Introduction, Solvable for p (or the method of factors), Solve for y, Solve for x.		2	14	Vol II Chapter 2 Page 22-25
	15	2	Exact D.E		2	15	Vol II Chapter 2 Page 22-25
	16	2	<u>Linear Differential Equations with Constant Coefficients:</u> Introduction, The Differential Operator, Linear Differential Equation $f(D)y = 0$		2	16	Vol II Chapter 3 Page
	SS	2	Variable Separable Method		2	SS	Vol II Chapter 3 Page
5	17	2	Different cases depending on the nature of the root of the equation $f(D) = 0$, Linear differential equation $f(D)y = X$		2	17	Vol II Chapter 3 Page 71-77
	18	2	Different cases depending on the nature of the root of the equation $f(D) = 0$, Linear differential equation $f(D)y = X$		2	18	Vol II Chapter 3 Page 77-78
	19	2	The complimentary Function, The inverse operator $1/f(D)$ and the symbolic expiration for the particular integral $1/f(D)X$; the general methods		2	19	Vol II Chapter 3 Page 78-80
	20	2	Differential equations reducible to the linear differential equations with constant coefficients.		2	20	Vol II Chapter 3 Page 91-92
6	21	2	Differential equations reducible to the linear differential equations with constant coefficients.		2	21	Vol II Chapter 3 Page 91-92
	22	2	Viva/ Students' Activity		2	22	-
	23	3	<u>The Laplace Transform:</u> Introduction, Definition of the Laplace Transform, Table of Elementary Laplace Transforms		3	23	Vol II Chapter 14 Page 417-422
	24	3	Theorems on Important Properties of Laplace Transformation, First Shifting , Theorem, Second Shifting Theorem,		3	24	Vol II Chapter 3 Page 422-428
	25	3	The Convolution Theorem		3	25	Vol II Chapter 3 Page 428-430
	26	3	Laplace Transform of an Integral, Laplace Transform of Derivatives		3	26	Vol II Chapter 3 Page 430-432

7	27	3	Use of Convolution Theorem to solve inverse laplace.		3	27	Vol II Chapter 3 Page 439-440
	28	3	<u>Inverse Laplace Transform</u> : Shifting Theorem, Partial fraction Method.		3	28	Vol II Chapter 3 Page 440-450
8	29	3	Solution of Ordinary D.E. with constant coefficient.		3	29	Vol II Chapter 3 Page 454-462
	30	3	Partial fraction Method		3	30	Vol II Chapter 3 Page 440-450
	SS	3	Partial Fraction Problem Solving		3	SS	Vol II Chapter 3 Page 440-450
	31	3	Viva/ Students' Activity		3	31	-
	32	4	<u>Multiple Integrals</u> : Double Integration with Cartesian Coordinates and Evaluation of Double Integral		4	32	Vol I Chapter 16 Page 714-724
9	33	4	Problem based on double integrals, Sketch the region of Integration and evaluate the same.		4	33	Vol I Chapter 16 Page 728-730
	SS	4	Problems based on Single Integration		4	SS	Vol I Chapter 16 Page 728-730
	34	4	Change of the order of the integration, Double integral in polar coordinates		4	34	Vol I Chapter 16 Page 735-739
	35	4	Problems on Double Integration		4	35	Vol I Chapter 16 Page 739-741
	36	4	Evaluation of Triple Integration in Cartesian coordinates, Problems on Triple integration		4	36	Vol I Chapter 16 Page 739-741
10	37	4	<u>Applications of integration</u> : Areas, Volumes of solids using double integration method		4	37	Vol I Chapter 17 Page 742-751
	38	4	Problems Areas, Volumes of solids using double integration method		4	38	Vol I Chapter 16 Page 751-753
	39	4	Volumes of solids using Triple integration method		4	39	Vol I Chapter 16 Page 751-753
	40	4	Viva/ Students' Activity		4	40	-
11	41	5	<u>Beta and Gamma Functions</u> : Definition and Properties of Gamma Function Problems of Gamma Function based on Type I and II		5	41	Vol I Chapter 14 Page 683-685
	42	5	Definition and Properties of Beta Function, Relation between Beta and Gamma function, Problems of Gamma Function based on Type		5	42	Vol I Chapter 14 Page 668-685

		III and IV				
43	5	Problems of Beta Function based on Type I and II, Differentiation Under the Integral Sign		5	43	Vol I Chapter 17 Page 728-730
SS	5	Differentiation		5	SS	Vol I Chapter 18 Page 728-730
44	5	Differentiation Under the Integral Sign		5	44	Vol I Chapter 19 Page 869-872
12	45	Error Functions: Definition and properties of error function. Problems on error function		5	45	Vol I Chapter 19 Page 873-875
	46	Problems of Beta Function based on Type III IV and V		5	46	Vol I Chapter 16 Page 875-882
	47	Problems of Gamma Functions		5	47	Vol I Chapter 16 Page 875-882
	48	Viva/ Students' Activity		5	48	-

6. Rubric for Grading and Marking of Term Work (inform students at the beginning of semester)

Lecture + Practical (% Attendance) & Marks	Assignments	Tutorial	Lab / Practical Performance	Lab Journal Assessment	Class Tests (Other than IA)	Other (1) specify	Other (2) specify	Total
-	05	-	-	-	-	-	-	05

7. Assignments / Tutorials Details (must attach print out of all questions together with AAP)

Assignment No.	Title of the Assignments / Tutorials	CO Map	Assignments given to Students on	Date of Submission
1	Matrices and Complex Numbers	1	29/06/20	06/07/20
2	Equations of First and Second Order Differential Equation	2	20/07/20	27/07/20
3	The Laplace Transformation and its Inverse	3	10/08/20	17/08/20
4	Multiple Integration and Application of Integration	4	24/08/20	31/08/20
5	Beta and Gamma Functions	5	07/09/20	14/09/20

Analysis of Assignment / Tutorial Questions and Related Resources

Assig	W ee	Type* (√)	Based on #	Question Type (√)
-------	------	-----------	------------	-------------------

		R	UQ	OBT	Module No.	Text Book	Reference Book	Other Learning Resource	MU EQ	Thought Provoking
1	3	√	-	-	1	√	√	-	√	√
2	5	√	-	-	2	√	√	-	√	√
3	7	√	√	-	3	√	√	-	√	√
4	9	√	-	-	4	√	√	-	√	√
5	11	√	-	√	5	√	√	-	√	√

* Tick (√) the Type of the Assignment: Regular (R); Unannounced Quiz (UQ) ; Open Book Test for TY/SY/MASTERS (OBT)

Write number for Text book, reference book, other learning resource from this AAP – from Points 4.a to 4.d

8. Internal Assessment / Other Class Test / Open Book Test (OBT)/Take Home Test (THT) Details

Tests	Test Dates	Module No.	CO Map	IA Question Paper Pattern	Policy
1 st IA Test	7 th week	1, 2	1, 2	Q1 – 05 Marks Q2 – 05 Marks Q3 – 10 Marks	No IA Re-test
2 nd IA Test	N.A	N.A	N.A		IA is a Head of passing *
Tutorial 1	8 th Week	3	3	Q1 – 05 Marks Q2 – 05 Marks	-
Pop Quiz	9 th Week	3	3	MCQ -10=10*1Marks	-
Take Home Test	10 th Week	4	4	Q1 – 05 Marks Q2 – 05 Marks	-
Tutorial 2	11 th Week	4	4	Q1 – 05 Marks Q2 – 05 Marks	
Open Book Test	12 th Week	5	5	Q1 – 05 Marks Q2 – 05 Marks	

* IA failures will have to appear for re-test in next semester

9.a Practical Activities – Regular Experiments

Practical No.	Module No.	Title of the Regular Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
---------------	------------	---	----------------------------	--------	-------------------------------

1	NA	NA	NA	NA	NA
2	NA	NA	NA	NA	NA
3	NA	NA	NA	NA	NA
4	NA	NA	NA	NA	NA
5	NA	NA	NA	NA	NA
6	NA	NA	NA	NA	NA
7	NA	NA	NA	NA	NA
8	NA	NA	NA	NA	NA
9	NA	NA	NA	NA	NA
10	NA	NA	NA	NA	NA

9.b Practical Activities – Newly Added Experiments

Practical No.	Module No.	Title of the Newly Added Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1	NA	NA	NA	NA	N A
2	NA	NA	NA	NA	N A

9.c Practical Activities – PBL Experiments

Practical No.	Module No.	Title of the PBL Experiments	Concepts to be highlighted	CO Map	Audit / Quality (0 to 4)
1	NA	NA	NA	NA	N A
2	NA	NA	NA	NA	N A

10. Beyond Syllabus Activities for Gap Mitigation

No.	Type of the Activity	Activities	Details – no of attendees, guest, feedback, mark sheet, report
1	Interaction with Outside World	Guest Lecture / Workshops	Guest lecture on Applications of Applied Mathematics in IT Industry
2		Industrial Visit	√
3	Test and Assessments	Class Tests – (other than IA)	√
4		Mini Projects	N.A
5		Pop Quiz	√
6		Mobile App Based Quiz	√
7		Open Book Test	√
8		Take Home Test	√
9	Collaborative and Group Activity	Poster Presentation	√
10		Minute Papers	√
11		Students Seminar	N.A
12		Students Debates	N.A
13		Panel Discussion / Mock GD	N.A
14		Mock Interview	N.A
15	Co-curricular Courses	MOOC-NPTEL/Coursera Videos	√
16		Value Added Courses	√
17		Lecture Capture Usage	√

* Do not delete any activity. Give details for planned events. Write 'NA' for activity Not Planned.

Consolidated Academic Administration Plan Prepared by (mention all theory teaching faculty names with signature)

Ms.Geeta Sahu
Faculty 1 (Name and Sign.)

Mr.Toshib Shaikh
Faculty 2 (Name and Sign.)

External Industry Mentor
(Sign.)

External Academic Mentor
(Sign.)

Mr. Umesh Koyande
VSIT Cluster Mentor Name (Sign.)

Mr. Umesh Koyande
Head of Dept. (Sign.)

Version 2019-4

The academic resources available in VSIT –

VMIS (ERP)	V-Refer and V-Live	VSIT Library	VAC & MOOC Courses
Institute & Department Vision and Mission	Former IA question papers and solutions (prepared by faculty)	Former IA question papers solutions - hardcopy	Value Added Courses (VAC) are conducted throughout the semester & in the semester break - Enrol for the VACs
Program Educational Objectives (PEO)	MU end semester examination question papers and solutions (prepared by faculty)	MU end semester exam question paper & solutions - by faculty, hardcopy	
Program Specific Outcome (PSO)	Class notes and Digital Content for the subject (scanned / typed by faculty)	All text books, reference books, e -books mentioned in the syllabus & AAP	Online courses from NPTEL, Coursera etc. are pursued throughout the semester - Register for the course & get certified
Program Outcome (PO)	Comprehensive question bank, EQ, GQ, PPT, Class Test papers	Technical journals and magazines for reference	
Departmental Knowledge Map	Academic Administration Plan & Beyond Syllabus Activity report	VSIT library is member of IIT Bombay Library	Watch former lectures captured in LMS at VSIT

1.a Course Objectives (write in detail – follow NBA guideline in this regard)

Cognitive	What do you want students to know?	To know the basic of Networking. Role of Network Topology and Networking Models and Methods.
Affective	What do you want students to think / care about?	To think about how this is useful in their career. Learn to secure their computer system, Mobiles, and software applications basically the understand the flow of data in network with the help of devices.
Behavioural	What do you want students to be able to do?	To be able to apply the advanced concepts of networking.

1.b Course Outcome (CO) Statements and Module-Wise Mapping (follow NBA guideline)

CO No.	Statements	Related Module/s
CO1	To identify the functions and relationship between the OSI layers, differentiate between various types of signals	Unit 1
CO2	To understand types of multiplexing schemes, transmission media and functions of data link layer.	Unit 2
CO3	Identify the network devices working at various layers, media access layer and protocols.	Unit 3
CO4	To implement switching, routing algorithms like RIP, OSPF etc. and addressing schemes.	Unit 4
CO5	To decide the right client server protocols to be used in the real-life scenario.	Unit 5

1.c Mapping of COs with POs (mark S: Strong, M: Moderate, W: Weak, Dash '-': not mapped)

	PO 1	PO 2	PO 3	PO 4	PO 5	PO 6	PO 7	PO 8	PO 9	PO 10	PO 11	PO 12
CO 1												
CO 2												
CO 3												
CO 4												

1.d Mapping of COs with PSOs (mark S: Strong, M: Moderate, W: Weak, Dash '-': not mapped)

	PSO 1	PSO 2	PSO 3	PSO 4
CO 1				
CO 2				
CO 3				
CO 4				
CO 5				

1.e Teaching and Examination Scheme (As specified by the University) for the Course

Categories	Mathematics	Computing / IT / Electronics	Humanities & Soft Skill	Social Sciences	Commerce	Management	Multidisciplinary
Tick suitable category		√					

Subject Code	Subject Name	Teaching Scheme			Credits Assigned			
		Theory	Practical	Tutorial	Theory	TW/Practical	Tutorial	Total
	Computer Network	75	50	-	2	2	-	4

Subject Code	Subject Name	Examination Scheme							
		Theory Marks IA Test			TW(Class Participation)	End Sem. Exam Marks	Practical	Oral(Viva)	Total
		IA 1	IA 2	Average of IA1 and IA2					
USIT303	Computer Network	40		20	05	75	45	05	150

Subject Code	Subject Name	Examination Scheme							
		Theory Marks IA Test			TW(Class Participation)	End Sem. Exm Marks	Practical	Oral(Viva)	Total
		IA 1	IA 2	Average of IA1 and IA2					
USIT3P3	Computer Network						45	05	50

1.f Faculty-Wise Distribution of all Lecture-Practical-Tutorial Hours for the Course

Divisions	Lecture (Hrs.)	Practical (Hrs.)				Tutorial (Hrs.)			
		Batch 1	Batch 2	Batch 3	Batch 4	Batch 1	Batch 2	Batch 3	Batch 4
A	4	2	2	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.
B	4	2	2	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.
C	4	2	2	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.
D	4	2	2	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.
E	4	2	2	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.
F	4	2	2	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.

1.g Office Hours (Faculty will be available in office in this duration for solving students' query)

Division	Day	Time (at least 1 Hr. / Division)	Venue (Office Room No.)
A	Monday	1 Hr.	Staffroom
B	Tuesday	1 Hr.	Staffroom
C	Wednesday	1 Hr.	Staffroom
D	Thursday	1 Hr.	Staffroom
E	Friday	1 Hr.	Staffroom
F	Saturday	1 Hr.	Staffroom

2.a Syllabus: Module Wise Teaching Hours and % Weightage in University Question Paper

Module No.	Module Title and Brief Details	Teaching Hrs. for each module (No of Lec.)	% Weightage in University Question Papers
1	Introduction to Network Models, Physical layers and Digital to Analog	05	20
2	Bandwidth utilization, transmission media, Switching, Data link layers	07	20
3	Data link control, Media Access Control, Wireless LAN, Connecting devices and Virtual LAN	11	20
4	Introduction to Network layer, Unicast Routing, IP addressing	16	20
5	Introduction to transport layer, Standard Client Server Protocols.	09	20
* Insert rows for more modules in the Course		Total	100
		48 Lectures * 60 Minutes	

2.b Prerequisite Courses

No.	Semester	Name of the Course	Topic/s

2.c Relevance to Future Courses

No.	Semester	Name of the Course
1	T.Y.B. Sc.IT-V	Linux Administration
2	T.Y.B. Sc.IT-VI	Security in Computing
3	MSc.IT-I	Mobile Computing, Advanced Computer Networks, Distributed Computing
4	T.Y.B. Sc.IT	Project

2.d Real Life Application Mapping – Mention Application from Very Common Day to Day Life

No.	Real Life Application Mapping with the Course
1	Configuring a network setup with studied topologies.
2	Applying specific algorithms by studying the network.
3	Understanding various client-server communications for data transfer.

3. Past Results – Division-Wise and Topic-Wise Result Based Analysis [Marks out of 75]

Details	Target - Dec 2020	Dec 2019	Dec 2018	Dec 2017
Course Passing % – Average of 6 Divisions	92%	90.06%	72.26%	92.39%
Marks Obtained by Course Topper (mark/75)	?	65	60	58

Year	Division A		Division B		Division C		Division D		Division E		Division F	
	Initials of Teacher	% Result	Initials of Teacher	% Result	Initials of Teacher	% Result	Initials of Teacher	% Result	Initials of Teacher	% Result	Initials of Teacher	% Result
Dec 2019	PM	96.36	RP	96.67	MGS	90.16	RP	90.16	PM	74.60	MGS	95.24
Dec 2018	PM	79.10	RP	77.05	MGS	60.34	RP	68.33	PM	62.50	MGS	75
Dec 2017	MGS	92.42	MGS	90.32	MGS	94.83	RRP	88.71	RRP	88.06	AR	100

Topics which affect results negatively	Module Number	Recommendations to overcome these issues & improve result in future
Routing Algorithms	3	Test has been planned on the topic as well as animated videos would be used.
Unit 4	4	All too many concepts are included a repeated brief revision has been planned

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4 All the Learning Resources – Books and E-Resources

4.a List of Textbooks (T – Symbol for Textbooks) to be Referred by Students

Sr. No	Textbook Titles	Author/s	Publisher	Edition	Module Nos.
1	Data Communication and Networking,	Behrouz A. Forouzan	Tata McGraw Hill	Fifth	1-5

4.b List of Reference Books (R – Symbol for Reference Books) to be Referred by Students

Sr. No	Reference Book Titles	Author/s	Publisher	Edition	Module Nos.
1	TCP/IP Protocol Suite	Behrouz A. Forouzan	Tata McGraw Hill	Fourth	1-5
2	Data Communication and Networking	Behrouz A. Forouzan	Tata McGraw Hill	Third	1-3
3	Computer Networks - Fifth 2013	Andrew Tanenbaum	Pearson	Fifth	1-5
4	ACN Vol.2 TCP/IP Routing (Chap-2)				

4.c List of E - Books (E – Symbol for E-Books) to be Referred by Students

Sr. No	E- Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Data Communication and Networking,	Behrouz A. Forouzan	Tata McGraw Hill	Fifth	1-5

4.d Web Links and Names of Magazines, Journals, E-journals – [VIT is member of IIT Bombay Library]

Refer online journals subscribed in VIT library. You can also access IIT Bombay online library for journals from IITB campus.

Sr. No	Web-Links and Names of Journals and E-Journals Recommended to Students for this Course	Web-Links and Names of Magazines Recommended to Students for this Course	Module Nos.
1	Communication and Networking: www.mhhe.com/engcs/compsci/forouzan	https://ieeexplore.ieee.org/xpl/RecentIssue.jsp?punumber=668 IEEE Microwave Magazine	1
2	OmniSecu.com: www.omnisecu.com/cisco-certified network-associate-ccna	http://www.journalse.elsevier.com/computer.networks The International Journal of Computer and Telecommunications Networking	2
3	International Journal of Computer Networks and Communication Technology	https://www.quantamagazine.org/tag/computer-science/ QuantanaGazine	All
4	International Journal of Network Security and Research		

4.e Module Best Available in - Tick the best resource [from 4.a to 4.d in this AAP] & give details

Module No.	Category (Please Tick Mark) - √						Available In VSIT Library?		Details of the Resource (i.e. Name, Chapter & Page No., etc.)
	Book			Magazine	Journals		Y	N	
	Text	Reference	E-Book		Regular	E-Journal			
1	√	√	√				Y		4a. Chap- 1-6
2	√	√	√				Y		4a. Chap- 7-10
3	√	√	√				Y		4a. Chap- 11-17
4	√	√	√				Y		4a. Chap- 18,19,20,22
5	√	√	√				Y		4a. Chap- 23-26

4.f Web Links for Online Notes/YouTube/VIT Digital Content/VIT Lecture Capture/NPTEL Videos

Students can view lectures by VIT professors, captured through LMS 'Lecture Capture' in VIT campus for previous years.

No.	Websites / Links	Module Nos.
1	Digital Content uploaded on V-Live	1 – 5
2	You-tube channel by Ravindrababu, TechGuru, Rajendra Patole	1-4
3	Cisco Video – Introduction to Cyber Security	1-5

4.g Recommended MOOC Courses like Coursera / NPTEL / MIT-OCW / edX etc.

Sr. No.	MOOC Course Link	Course conducted by – Person / University / Institute / Industry	Course Duration	Certificate (Y / N)
1	Introduction to Networking	Stanford Online	Self Paced	N
2	Diploma in Computer Networking: https://alison.com/course/diploma-in-computer-networking	Alison	6-10 Hrs.	Y

4.h Recommended Value-Added Courses (VAC)

Sr. No.	Name of the Value-Added Course	Conducted by – Person / Institute / Industry	Course Duration	Certificate (Y / N)
1	Hardware & Networking Workshop	In-house faculty members	2 days	Y

4.i Study Material Distributed among Students

Tick if distributed among students					
GQ	Notes	Digital Content	PPT	EQ (updated till the Last Exam)	Other (Write Details)
√	√	√	√	√	Problem sheet for

					practise
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5. Consolidated Course Lesson Plan

	From (date/month/year)	From (date/month/year)	Total Number of Weeks
Semester Duration			12

Week No.	Lecture no.	Module No.	Lecture Topics / IA 1 and IA 2 / BSA planned to be covered	Actual date of Completion	Cos	Recommended Prior Viewing / Reading	
						Lecture No. (on LMS)	Chapter No. / Page Nos./ Books/ Web Site
1	1	1	Introduction to subject Data Communications, Networks, Network Types		CO1		Chp1, Pg. 4-19
			Internet History, Standards And Administration	Self-Study	CO1		Chp1, Pg. 19-25
	2		Protocol Layering		CO1		Chp 2, Pg. 32-45
	3		TCP/IP Protocol Suite The OSI Model		CO1		Chp 2, Pg. 35-44
	4		Physical Layer: Data and Signals, Periodic Analog Signals, Digital Signals, Data Rate Limits, Performance, Transmission Impairment		CO1		Chp 3, Pg. 54-76
2	5		Digital Transmission: Digital-to-digital Conversion, Analog-to-digital Conversion,		CO1		Chp 4, Pg. 96-125
	6		Digital-to-Analog Conversion, Analog-to-Analog Conversion Transmission Modes		CO1		Chp5, Pg. 136-152
	7	2	Multiplexing, Spread Spectrum		CO2		Chp6 Pg.155
			Transmission Media: Guided Media, Unguided media	Self -Study			Chp 7, Pg. 186-197
	8		Switching: Introduction, Circuit Switched Network, Packet Switched Network, Structure of a switch		CO2		Chp 8, Pg. 208-229
3	9		Link Layer Addressing, Data Link Layer Design Issues		CO2		Chp 9, Pg. 237

	10		Error Detection, Error Correction ,Block Coding, Cyclic Codes		CO2		Chp 10, Pg. 258-277
	11		Checksum, Forward Error Correction				Chp 10, Pg. 277-285
	12		Error Correcting Codes, Error Detecting Codes		CO2		Chap 10,Pg. 293-299
4	13	3	Data Link Control: DLC Services Data Link Layer Protocols		CO3		Chap 11 Pg. 307-339
	14		HDLC, Point-to-point Protocol		CO2		Chap 11 Pg. 340-355
	15		Media Access Control: Random Access, Controlled Access		CO2		Chap 12 Pg. 364-381
	16		Channelization, Wired LAN – Ethernet Protocol		CO2		Chap 12 Pg. 383-385 Chap 13 Pg. 395-397
5	17		Standard Ethernet, Fast Ethernet		CO2		Chap 13 Pg. 397-402,409-410
	18		Gigabit Ethernet,10 Gigabit Ethernet		CO2		Chap 13 Pg. 412-416
	19		Wireless LAN: Introduction, IEEE 802.11 Project				Chap 14, Pg. 421-432
			Bluetooth, Cellular telephony WiMAX, Satellite networks	Self Study	CO3		Chap 13 Pg. 434-441 Chap 16 Pg. 478-484
	20		Connecting devices Routers, Bridges, Hubs		CO3		Chap 15 Pg. 445-455
6	21		Switches-Problems and Solution				
	22		Virtual LANs Viva/Students Activity Unit III		CO3		Chap 15 Pg. 458-463
	23		Viva/ Students’ Activity on Unit III		CO3		4c.3 Pg-312
	24	4	Introduction to the Network Layer: Network layer services		CO4		Chap 19 Pg. 547-549
7	25		Packet switching, network layer		CO4		Chap 8

			performance				Pg. 214-221
	26		IPv4 addressing		CO4		Chap 19
	27		IPv4 addressing		CO4		Pg. 549-563
	28		Forwarding of IP packets		CO4		Chap 19 Pg. 549-563
8	29		Internet Protocol		CO4		Chap 21 Pg. 611-618
	30		ICMPv4		CO4		Chap 21 Pg. 621-627
	31		Mobile IP		CO4		Chap 19 Pg. 581-589
	32		Unicast Routing: Introduction, Routing algorithms		CO4		Chap 20 Pg. 595-596
9	33		Unicast Routing: routing algorithms		CO4		Chap 20 Pg. 598-606
	34		Unicast routing protocols		CO4		Chap 20 Pg. 598-606
	35		Next generation IP: IPv6 addressing		CO4		Chap 20 Pg. 606-623
	36		IPv6 protocol		CO4		Chap 22 Pg. 665-677
10	37		ICMPv6 protocol, Transition from IPv4 to IPv6		CO4		Chap 22 Pg. 679-684
	38		Viva/ Students' Activity - Unit IV		CO4		
	39		Viva/ Students' Activity - Unit IV		CO4		
	40	5	Introduction to the Transport layer: Transport layer protocols		CO5		Chap 23 Pg.692-726
11	41		Transport layer services, User datagram protocol		CO5		Chap 24 Pg.737-741
			Transmission control protocol	Self-Study	CO5		Chap 24 Pg.743-777
	42		Standard Client-Server Protocols: Worldwide-web		CO5		Chap 26 Pg.872-891
	43		HTTP, FTP		CO5		Chap 26 Pg.887-891
	44		Electronic mail, Telnet		CO5		Chap 26 Pg.891-905
12	45		Secured Shell		CO5		Chap 26 Pg.907-908
	46		Domain name system		CO5		Chap 26 Pg.910-921
	47		Revision		CO5		

		Viva/Case Study/Question Solving			
	48	Viva/Case Study/Question Solving		CO5	

6. Rubric for Grading and Marking of Term Work (inform students at the beginning of semester)

Lecture + Practical (% Attendance) & Marks	Assignments	Tutorial	Lab / Practical Performance	Lab Journal Assessment	Class Tests (Other than IA)	Class participation	Other (2) Specify	Total
05	05	-	40	10	10	05		75

7. Assignments / Tutorials Details (must attach print out of all questions together with AAP)

Assignment No.	Title of the Assignments / Tutorials	CO Map	Assignments given to Students on	Date of Submission
1	OSI model, Conversion techniques, transmission modes and impairments, Standards	1	Week 1	Week 2
2	Multiplexing, Switching, Error checking and detection, Issues related with link layer	2	Week 3	Week 4
3	Access methods, Wired LANs, Data link layer protocols, Connecting devices.	3	Week 6	Week 7
4	IPv4,IPv6 addressing scheme, Routing algorithms	4	Week 9	Week 10
5	Transport layer protocols and Client server protocols.	5	Week 11	Week 12

Analysis of Assignment / Tutorial Questions and Related Resources

Assignment No.	Week No.	Type* (√)			Module No.	Based on #			Question Type (√)	
		R	UQ	OBT		Text Book	Reference Book	Other Learning Resource	MU EQ	Thought Provoking
1	3	√			1	4a	4b		√	√
2	5	√			2	4a	4b		√	√
3	8	√			3	4a	4b		√	√
4	9	√		√	4	4a	4b		√	√
5	12	√	√		5	4a	4b		√	√

* Tick (√) the Type of the Assignment: Regular (R); Unannounced Quiz (UQ) ; Open Book Test for TY/SY/MASTERS (OBT)

Write number for Text book, reference book, other learning resource from this AAP – from Points 4.a to 4.d

8. Internal Assessment / Other Class Test / Open Book Test (OBT)/Take Home Test (THT) Details

Tests	Test Dates	Module No.	CO Map	IA Question Paper Pattern	Policy
1 st IA Test		1-3		Q1 – MCQ - 10 Marks Q2 – 1 numerical 5 Marks Q3 – 1 numerical 5 Marks 20 marks each for IA 1 & 2	No IA Re-test
2 nd IA Test					IA is a Head of passing *
Pop Quiz		5			
Open Book Test		4			
Take Home Test		3			
Class tests / prelims					
Class tests / prelims					
Any other test/exams					

* IA failures will have to appear for re-test in next semester

9.a Practical Activities – Regular Experiments

Practical No.	Module No.	Title of the Regular Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1		IPv4 Addressing and Subnetting.	Calculating network address, host, subnet, range	CO4	4
2		Use of ping and tracert / traceroute, ipconfig / ifconfig, route and arp utilities.	Commands	CO5	4
3		Configure IP static routing	Static routing	CO4	4
4		Configure IP routing using RIP.	Routing Information Protocol	CO4	4
5		Configuring Simple OSPF.	Open Shortest Path First	CO4	4
6		Configuring DHCP server and client.	Dynamic host configuration protocol	CO5	4
7		Create virtual PC based network using virtualization software and virtual NIC.	Virtualization	CO3	4

8		Configuring DNS Server and client.	Domain Name Systems	CO5	4
9		Configuring OSPF with multiple areas.	OSPF algorithm with multiple areas in the network	CO4	4
10		Use of Wireshark to scan and check the packet information of following protocols HTTP • ICMP • TCP • SMTP • POP3	Working with Wire shark tool	CO5	4

9.b Practical Activities – Newly Added Experiments

Practical No.	Module No.	Title of the Newly Added Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1	1-5	Socket Programming in Java	Socket Programming	CO 1-5	4

9.c Practical Activities – PBL Experiments

Practical No.	Module No.	Title of the PBL Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1	1-5	Password Management	Password Management	CO 1-5	3
2	1-5	Encryption & Decryption	Security of Data	CO 1-5	3

10. Beyond Syllabus Activities for Gap Mitigation

No.	Type of the Activity	Activities	Details – no of attendees, guest, feedback, mark sheet, report
1	Interaction with Outside World	Guest Lecture / Workshops	Guest lecture
2		Industrial Visit	CETTM
3	Test and Assessments	Class Tests – (other than IA)	UNIT- 2
4		Mini Projects	
5		Pop Quiz	UNIT-5 (TCP & UDP)
6		Mobile App Based Quiz	UNIT-5
7		Open Book Test	UNIT-4 (Routing Algorithms)
8		Take Home Test	UNIT- 3
9	Collaborative	Poster Presentation	YES(Any topic)

10	and Group Activity	Minute Papers	Unit 1
11		Students Seminar	
12		Students Debates	
13		Panel Discussion / Mock GD	
14		Mock Interview	
15	Co-curricular Courses	MOOC-NPTEL/Coursera Videos	YES (https://www.udemy.com/ccnasecuritypreview/)
16		Value Added Courses	YES (Hardware & Networking Workshop)
17		Lecture Capture Usage	

*** Do not delete any activity. Give details for planned events. Write 'NA' for activity Not Planned.**

Consolidated Academic Administration Plan Prepared by (mention all theory teaching faculty names with signature)

Ms. Prachi M.

Ms. Mithila C.

Mr. Rajendra P.

Faculty 1 Name (Sign.)

Faculty 2 Name (Sign.)

Faculty 3 Name (Sign.)

External Industry Mentor (Sign.)

External Academic Mentor (Sign.)

Ms.Puspha Mahapatrao
Operating System and Networking
VSIT Cluster Mentor Name (Sign.)

Head of Dept. (Sign.)

Version 2019-3

The academic resources available in VSIT –

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Program Specific Outcome (PSO)	Class notes and Digital Content for the subject (scanned / typed by faculty)	All text books, reference books, e -books mentioned in the syllabus & AAP	Online courses from NPTEL, Coursera etc. are pursued throughout the semester - Register for the course & get certified
Program Outcome (PO)	Comprehensive question bank, EQ, GQ, PPT, Class Test papers	Technical journals and magazines for reference	
Departmental Knowledge Map	Academic Administration Plan & Beyond Syllabus Activity report	VSIT library is member of IIT Bombay Library	Watch former lectures captured in LMS at VSIT

1.a Course Objectives (write in detail – follow NBA guideline in this regard)

Cognitive	What do you want students to know?	To know the detailed memory and space complexity of various data structures like Arrays, Stack, Queue, Linked List, Tree and Graph
Affective	What do you want students to think / care about?	Implementing various data structures using C++ programming language and critically analyse various operations performed on the data structures
Behavioural	What do you want students to be able to do?	Students will be able to implement the real time applications using various data structures and solve various critical problem with optimization

1.b Course Outcome (CO) Statements and Module-Wise Mapping (follow NBA guideline)

CO No.	Statements	Related Module/s
CO1	How arrays can be efficiently used to store linear set of similar type of data and perform various operations like searching, sorting, merging, reversing etc.	Unit 1
CO2	Linked List data structure can be used to store data non-linear form to effective utilization of memory. Linked list data structure can be used to solve problems like polynomial equations.	Unit 2
CO3	Design stack and queue data structures and learn their basic operations to be performed. Solve various problems using stacks and queues	Unit 3
CO4	To apply various sorting and searching techniques on arrays and to create various types of trees and its applications like Huffman Algorithm, binary search tree etc	Unit 4
CO5	Understand Hashing techniques including collision techniques and to study graphs and its different operations and its traversals	Unit 5

1.c Mapping of COs with POs (mark S: Strong, M: Moderate, W: Weak, Dash ‘-’: not mapped)

	PO 1	PO 2	PO 3	PO 4	PO 5	PO 6	PO 7	PO 8	PO 9	PO 10	PO 11	PO 12
CO 1												

CO 2												
CO 3												
CO 4												
CO 5												

1.d Mapping of COs with PSOs (mark S: Strong, M: Moderate, W: Weak, Dash '-':not mapped)

	PSO 1	PSO 2	PSO 3	PSO 4
CO 1				
CO 2				
CO 3				
CO 4				
CO 5				

1.e Teaching and Examination Scheme (As specified by the University) for the Course

Categories	Mathematics	Computing / IT / Electronics	Humanities & Soft Skill	Social Sciences	Commerce	Management	Multidisciplinary
Tick suitable category		✓					

Subject Code	Subject Name	Teaching Scheme			Credits Assigned			
		Theory	Practical	Tutorial	Theory	TW/Practical	Tutorial	Total
USIT 302	Data Structures	75	50	-	2	2	-	4

Subject Code	Subject Name	Examination Scheme							
		Theory Marks IA Test			End Sem. Exam Marks	TW	Practical	Oral	Total
		IA 1	IA 2	Sum of IA1 and IA2					
USIT302	Data Structures	20	05	25	75	-	50	-	150

1.f Faculty-Wise Distribution of all Lecture-Practical-Tutorial Hours for the Course

Divisions	Lecture (Hrs.)	Practical (Hrs.)				Tutorial (Hrs.)			
		Batch 1	Batch 2	Batch 3	Batch 4	Batch 1	Batch 2	Batch 3	Batch 4
A	4.10	2.30	2.30	2.30	2.30	N.A.	N.A.	N.A.	N.A.
B	4.10	2.30	2.30	2.30	2.30	N.A.	N.A.	N.A.	N.A.
C	4.10	2.30	2.30	2.30	2.30	N.A.	N.A.	N.A.	N.A.
D	4.10	2.30	2.30	2.30	2.30	N.A.	N.A.	N.A.	N.A.
E	4.10	2.30	2.30	2.30	2.30	N.A.	N.A.	N.A.	N.A.
F	4.10	2.30	2.30	2.30	2.30	N.A.	N.A.	N.A.	N.A.

1.g Office Hours (Faculty will be available in office in this duration for solving students' query)

Division	Day	Time (at least 1 Hr. / Division)	Venue (Office Room No.)
A	Monday	09:00 am To 10:00 am	Y104 / X011 / X108
B	Tuesday	09:00 am To 10:00 am	Y104 / X011 / X108

C	Wednesday	09:00 am To 10:00 am	Y104 / X011 / X108
D	Thursday	09:00 am To 10:00 am	Y104 / X011 / X108
E	Friday	09:00 am To 10:00 am	Y104 / X011 / X108
F	Saturday	09:00 am To 10:00 am	Y104 / X011 / X108

2.a Syllabus : Module Wise Teaching Hours and % Weightage in University Question Paper

Module No.	Module Title and Brief Details	Teaching Hrs. for each module	% Weightage in University Question Papers
1	Introduction, Array	06	20
2	Linked List	08	20
3	Stack, Queue	10	20
5	Hashing Techniques, Graph	13	20
4	Sorting and Searching Techniques, Tree, Advanced Tree Structures	11	20
<i>* Insert rows for more modules in the Course</i>		Total	48
			100

2.b Prerequisite Courses

No.	Semester	Name of the Course	Topic/s
1	I	Imperative Programming	Basic programming syntaxes (C/C++)
2	II	Object Oriented Programming with C++	OOP Concepts
3	II	Discrete Mathematics	Trees

2.c Relevance to Future Courses

No.	Semester	Name of the Course
1	IV	Core Java
2	V	Enterprise Java, Projects and Artificial Intelligence
3	VI	Projects

2.d Real Life Application Mapping – Mention Application from Very Common Day to Day Life

No.	Real Life Application Mapping with the Course
1	Routing, networks of communication - For representing a city region telephone network.
2	Store dynamically growing data which is accessed very frequently, based upon a key value.
3	Implement printer spooler so that jobs can be printed in the order of their arrival.

3. Past Results – Division-Wise and Topic-Wise Result Based Analysis

Details	Target – 2 nd half 2020	October 2019	October 2018	October 2017
Course Passing % – Average of 6 Divisions	100	90.94	81.44	72.81
Marks Obtained by Course Topper (mark/100)	100	97	97	96

Year	Division A		Division B		Division C		Division D		Division E		Division F	
	Initials of Teacher	% Result	Initials of Teacher	% Result	Initials of Teacher	% Result	Initials of Teacher	% Result	Initials of Teacher	% Result	Initials of Teacher	% Result
October 2019	KKS	100.00	SPA	90.00	HMT	90.16	HMT	90.16	KKS	85.71	SPA	90.48
October 2018	KKS	95.52	AJ	88.52	AJ	74.14	HMT	75.00	KKS	73.21	HMT	78.13
October 2017	RMD	89.39	RMD	74.19	VPD	77.59	HMT	45.16	HMT	68.66	HMT	92.59

Topics which affect results negatively	Module Number	Recommendations to overcome these issues & improve result in future
Linked List	II	To practice different types of linked lists
Trees	IV	To practice different types of traversing methods and different operations on trees
Graphs	V	To practice various spanning methods in a graphs

4 All the Learning Resources – Books and E-Resources

4.a List of Text Books (T – Symbol for Text Books) to be Referred by Students

Sr. No	Text Book Titles	Author/s	Publisher	Edition	Module Nos.
1	A Simplified Approach To Data Structures	Lalit Goyal, Vishal Goyal, Pawan Kumar	SPD	1 st	ALL

4.b List of Reference Books (R – Symbol for Reference Books) to be Referred by Students

Sr. No	Reference Book Titles	Author/s	Publisher	Edition	Module Nos.
1	An Introduction to Data Structure with Applications	Jean – Paul Tremblay and Paul Sorenson	Tata MacGraw Hill	2 nd	ALL
2	Data Structure and Algorithm	Maria Rukadikar	SPD	1 st	ALL
3	Schaum's Outlines Data Structure	Seymour Lipschutz	Tata MacGraw Hill	2 nd	ALL
4	Data structure – A Pseudocode Approach with C	AM Tanenbaum, Y Langsam and MJ Augustein	Prentice Hall India	2 nd	ALL

5	Data structure and Algorithm Analysis in C	Weiss, Mark Allen	Addison Wesley	1 st	ALL
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4.c List of E - Books (E – Symbol for E-Books) to be Referred by Students

Sr. No.	E- Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Data Structures With Java	John R Hubbard	McGraw Hill	2 nd	ALL
2	Data Structures, Algorithms And Applications In C++	Sartaj Sahni	Universities Press	2 nd	ALL

4.d Web Links and Names of Magazines, Journals, E-journals –[VSIT is member of IIT Bombay Library]

Refer online journals subscribed in VSIT library. You can also access IIT Bombay online library for journals from IITB campus.

Sr. No.	Web-Links and Names of Journals and E-Journals Recommended to Students for this Course	Web-Links and Names of Magazines Recommended to Students for this Course	Module Nos.
1	International Journal Of Information Technology - On the implementation of data structures through theory of lists http://airccse.org/journal/ijitcs/papers/2412ijitcs04.pdf	emagazinePdf : Functional Data Structures in R: Advanced Statistical Programming in R: http://emagazinepdf.com/2017/11/functional-data-structures-in-r-advanced-statistical-programming-in-r/	ALL

4.e Module Best Available in - Tick the best resource [from 4.a to 4.d in this AAP] & give details

Module No.	Category (Please Tick Mark) - √						Available In VSIT Library?		Details of the Resource (i.e. Name, Chapter & Page No., etc.)
	Book			Magazine	Journals		Y	N	
	Text	Reference	E-Book		Regular	E-Journal			
1	√		√				√		Chapter 1 and Chapter 2/1-58/Vishal Goyal
2	√		√				√		Chapter 3/65-115/Vishal Goyal
3	√		√				√		Chapter 4 and Chapter 5/123-176 /Vishal Goyal
4	√		√				√		Chapter 6 and Chapter 7/181-324/Vishal Goyal
5	√		√				√		Chapter 8, 9 and 11/325-397 and 441-454/Vishal Goyal

4.f Web Links for Online Notes/YouTube/VSIT Digital Content/VSIT Lecture Capture/NPTel Videos

Students can view lectures by VSIT professors, captured through LMS 'Lecture Capture' in VSIT campus for previous years.

No.	Websites / Links	Module Nos.
1	Digital Contents will be provided on VSIT-live	All 5 units

4.g Recommended MOOC Courses like Coursera / NPTEL / MIT-OCW / edX etc.

Sr. No.	MOOC Course Link	Course conducted by – Person / University / Institute / Industry	Course Duration	Certificate (Y / N)
1	https://www.udemy.com/learning-data-structures-and-algorithms/	Udemy	1 Week	Y
2	Algorithms And Data Structures	Microsoft (edX)	5 Weeks	Y

4.h Recommended Value-Added Courses (VAC)

Sr. No.	Name of the Value-Added Course	Conducted by – Person / Institute / Industry	Course Duration	Certificate (Y / N)
1	Analysis and Design of Algorithms	Mr. Shajil Kumar, Mr. Hrishikesh Tendulkar and Ms. Kimaya Shelar	5 Weeks	Y

4.i Study Material Distributed among Students

Tick if distributed among students					
GQ	Notes	Digital Content	PPT	EQ (updated till the Last Exam)	Other (Write Details)
√	√	√	√	NA	NA

5. Consolidated Course Lesson Plan

		From (date/month/year)	From (date/month/year)	Total Number of Weeks			
Semester Duration		/ /2020	/ /2020	12			
Week	Lecture no.	Module No.	Lecture Topics / IA 1 and IA 2 / BSA planned to be covered	Actual date of Completion	Cos	Recommended Prior Viewing / Reading	
						Lecture No. (on LMS)	Chapter No. / Page Nos./ Books/ Web Site
1	1	Unit I	Introduction: Data and Information, Data Structure, Classification of Data Structures. Primitive Data Types, Abstract Data Types, Data structure vs. File Organization		1		Chapter 1/1-4/Vishal Goyal
	2		Operations on Data Structure, Algorithm, Importance of Algorithm Analysis, Complexity of an Algorithm.		1		Chapter 1/8-10/Vishal Goyal
			Asymptotic Analysis and Notations, Big O Notation, Big Omega Notation		1		Chapter 1/11-17/Vishal Goyal
	3		Array: Introduction, One Dimensional Array, Memory Representation of One Dimensional Array		1		Chapter 2/23-25/Vishal Goyal
	4		Traversing, Insertion, Deletion, Searching, Sorting and Merging of Arrays		1		Chapter 2/26-43/Vishal Goyal
2	5		Multidimensional Arrays, Memory Representation of Two Dimensional Arrays, Sparse Arrays, Viva on Unit I		1		Chapter 2/44-53/Vishal Goyal
			Sparse Matrix, Memory Representation of Special kind of Matrices, Advantages and Limitations of Arrays.		1		Chapter 2/54-58/Vishal Goyal

	6		Viva on Unit I		1	
	7	Unit II	Linked List: Linked List, One-way Linked List Traversal of Linked List, Searching, Memory Allocation and De-allocation		2	Chapter3/65-72/Vishal Goyal
	8		Insertion, Deletion in Linked List, Copying a List Into Other List,		2	Chapter3/75-86/Vishal Goyal
3	9		Merging Two Linked Lists, Splitting a List into Two Lists, Reversing One way linked List,		2	Chapter3/87-93/Vishal Goyal
	10		Circular Linked List, Applications of Circular Linked List		2	Chapter3/93-98/Vishal Goyal
	11		Two way Linked List, traversing a Two way Linked List		2	Chapter3/98-100/Vishal Goyal
	12		Searching in a Two way linked list, Insertion of an element in Two way Linked List		2	Chapter3/100-104/Vishal Goyal
			Deleting a node from Two way Linked List, Header Linked List		2	Chapter3/104-109/Vishal Goyal
			Applications of the Linked list: Representation of Polynomials		2	Chapter3/110-114/Vishal Goyal
4	13		Storage of Sparse Arrays, Implementing other Data Structures. Viva on Unit II		2	Chapter3/114-115/Vishal Goyal
	14		Viva on Unit II		2	
	15	Unit III	Introduction, Operations on the Stack, Memory Representation of Stack.		3	Chapter 4/123-124/Vishal Goyal
	16		Array Representation of Stack		3	Chapter 4/125-128/Vishal Goyal
5	17		Applications of Stack: Evaluation of Arithmetic Expression, Matching Parenthesis		3	Chapter 4/129-139/Vishal Goyal
	18		Infix and postfix operations.		3	Chapter 4/129-135/Vishal Goyal
			Recursion		3	Chapter 4/147-151/Vishal Goyal
	19		Queue: Introduction, Queue, Operations on the Queue,		3	Chapter 5/157-158/Vishal Goyal
	20		Memory Representation of Queue: Array representation of queue,		3	Chapter 5/159-165/Vishal Goyal
6	21		Linked List Representation of Queue, Circular Queue,		3	Chapter 5/166-168/Vishal Goyal
			Some special kinds of queues: Deque		3	Chapter 5/169-169/Vishal Goyal
	22		Viva on Unit III		3	

	23		Priority Queue, Application of Priority Queue, Applications of Queues.		3		Chapter 5/170-176/Vishal Goyal
	24		Viva on Unit III		3		
7	25	Unit V	Hashing Techniques Hash function, Address calculation techniques		5		Chapter 11/442-445/Vishal Goyal
	26		Common hashing functions Collision resolution		5		Chapter 11/445-445/Vishal Goyal
	27		Linear probing, Quadratic		5		Chapter11/446-451/Vishal Goyal
			Double hashing		5		Chapter11/453-455/Vishal Goyal
	28		Bucket hashing, Deletion and rehashing		5		Chapter11/455-457/Vishal Goyal
	8	29		Graph: Introduction, Graph, Graph Terminology		5	
30			Memory Representation of Graph: Adjacency Matrix Representation of Graph,		5		Chapter 8/330-333/Vishal Goyal
			Adjacency List or Linked Representation of Graph		5		Chapter 8/334-335/Vishal Goyal
31			Operations Performed on Graph		5		Chapter 8/335-343/Vishal Goyal
32			Graph Traversal		5		Chapter 8/343-349/Vishal Goyal
9	33		Applications of the Graph, Reachability		5		Chapter 8/350-361/Vishal Goyal
	34		Shortest Path Problems		5		Chapter 8/361-372/Vishal Goyal
	35		Viva on Unit V		5		
	36		Spanning Trees		5		Chapter 8/361-368/Vishal Goyal
10	37		Spanning Trees, Viva on Unit V		5		Chapter 8/369-372/Vishal Goyal
	38	Unit IV	Sorting and Searching Techniques Bubble, Selection Sort		4		Chapter 9/ 379-380/Vishal Goyal
	39		Insertion, Merge Sort		4		Chapter 9/383-386/Vishal Goyal
	40		Searching: Sequential, Binary, Indexed Sequential Searches, Binary Search		4		Chapter 1/29-35/Vishal Goyal

11	41		Tree: Tree, Binary Tree,		4		Chapter 6/181-1831/Vishal Goyal
			Properties of Binary Tree		4		Chapter 6/186-187/Vishal Goyal
	42		Memory Representation of Binary Tree, Operations Performed on Binary Tree		4		Chapter 6/187-190/Vishal Goyal
	43		Reconstruction of Binary Tree from its Traversals, Huffman Algorithm		4		Chapter 6/202-218/Vishal Goyal
	44		Binary Search Tree, Operations on Binary Search Tree		4		Chapter 6/226-240/Vishal Goyal
12	45		Heap, Memory Representation of Heap, Operation on Heap, Heap Sort		4		Chapter 6/242-255/Vishal Goyal
	46		Advanced Tree Structures: Red Black Tree Operations Performed on Red Black Tree		4		Chapter 7/271-286/Vishal Goyal
			AVL Tree, Operations performed on AVL Tree		4		Chapter 7/287-295/Vishal Goyal
	47		2-3 Tree, B-Tree, Viva on Unit IV		4		Chapter 7/301-316/Vishal Goyal
	48		Viva on Unit IV		4		

6. Rubric for Grading and Marking of Term Work (inform students at the beginning of semester)

Lecture + Practical (% Attendance) & Marks	Assignments	Tutorial	Lab / Practical Performance	Lab Journal Assessment	Class Tests (Other than IA)	Other (1) specify	Other (2) Specify	Total
75%	5		40+5	5		IA(20)		75

7. Assignments / Tutorials Details (must attach print out of all questions together with AAP)

Assignment No.	Title of the Assignments / Tutorials	CO Map	Assignments given to Students on	Date of Submission
1	Assignment 1 (Unit 1)	Y	3 rd week	4 th week
2	Assignment 2 (Unit 2)	Y	5 th week	6 th week
3	Assignment 3 (Unit 3)	Y	7 th week	8 th week
4	Assignment 4 (Unit 5)	Y	9 th week	10 th week
5	Assignment 5 (Unit 4)	Y	10 th week	11 th week

Analysis of Assignment / Tutorial Questions and Related Resources

Assignment No.	Week No.	Type* (√)			Module No.	Based on #			Question Type (√)	
		R	UQ	OBT		Text Book	Reference Book	Other Learning Resource	MU EQ	Thought Provoking
1	3 rd week	√			1		√		NA	√
2	5 th week			√	2		√		NA	
3	7 th week		√		3		√		NA	√
4	9 th week	√			5		√		NA	√
5	10 th week	√			4		√		NA	√

* Tick (√) the Type of the Assignment: Regular (R); Unannounced Quiz (UQ) ; Open Book Test for TY/SY/MASTERS (OBT)

Write number for Text book, reference book, other learning resource from this AAP – from Points 4.a to 4.d

8. Internal Assessment / Other Class Test / Open Book Test (OBT)/Take Home Test (THT) Details

Tests	Test Dates	Module No.	CO Map	IA Question Paper Pattern	Policy
1 st IA Test	8 th week	1,2,3	1,2,3	Q1 – 10 Questions for 5 Marks Q2 – 5 Questions for 5 Marks Q3 – 2 Questions for 10 Marks 20 marks for IA 1	No IA Re-test IA is a Head of passing *
2 nd IA Test	NA				
Pop Quiz	5 th week	1,2	1,2		
Open Book Test	8 th week	2	2		
Take Home Test	11 th week	3,4	3,4		

* IA failures will have to appear for re-test in next semester

9.a Practical Activities – Regular Experiments

Practical No.	Module No.	Title of the Regular Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1	Unit 1	Implement the following: a. Write a program to store the elements in 1-D array and perform the operations like searching, sorting and reversing the elements. [Menu Driven] b. Read the two arrays from the user and merge them and display the elements in sorted order. [Menu Driven] c. Write a program to perform the Matrix addition, Multiplication and Transpose Operation. [Menu Driven]	1-D Array Searching Sorting Matrix operation Merge Arrays	1	

2		Implement the following for Linked List: a. Write a program to create a single linked list and display the node elements in reverse order. b. Write a program to search the elements in the linked list and display the same c. Write a program to create double linked list and sort the elements in the linked list.	Create Search Display Linked list Double Linked List	2	
3	Unit 3	Implement the following for Stack: a. Write a program to implement the concept of Stack with Push, Pop, Display and Exit operations. b. Write a program to convert an infix expression to postfix and prefix conversion. c. Write a program to implement Tower of Hanoi problem.	Stack operation Infix, Postfix, Prefix expression Tower of Hanoi	3	
4	Unit 3	Implement the following for Queue: a. Write a program to implement the concept of Queue with Insert, Delete, Display and Exit operations. b. Write a program to implement the concept of Circular Queue c. Write a program to implement the concept of Dequeue.	Queue operation Circular Queue Dequeue	3	
5	Unit 5	Implement the following data structure techniques: a. Write a program to implement the collision technique. b. Write a program to implement the concept of linear probing	Collision Technique Linear Probing	5	
6	Unit 5	Implement the following data structure techniques: a. Write a program to generate the adjacency matrix. b. Write a program for shortest path diagram.	Adjacency matrix Shortest Path	5	
7	Unit 4	Implement the following sorting techniques: a. Write a program to implement bubble sort. b. Write a program to implement selection sort. c. Write a program to implement insertion sort.	Sorting Techniques	4	
8	Unit 4	Implement the following data structure techniques: a. Write a program to implement merge sort. b. Write a program to search the element using sequential search. c. Write a program to search the element using binary search.	Sorting and Searching Techniques	4	
9	Unit 4	Implement the following data structure techniques: a. Write a program to create the tree and display the elements. b. Write a program to construct the binary tree. c. Write a program for in-order, post-order and pre-order traversal of tree	Create Tree Binary Tree Tree Traversal-In- order, Pre-order, Post-order	4	
10	Unit 4	Implement the following data structure techniques: a. Write a program to insert the element into maximum heap. b. Write a program to insert the element into minimum heap.	Heap Operation	4	

9.b Practical Activities – Newly Added Experiments

Practical No.	Module No.	Title of the Newly Added Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
11	Unit 5	Implement the following data structure techniques: a. Write a program to implement Dijkstra's algorithm. b. Write a program to implement Kruskal's algorithm.	Graph Traversal	CO5	

9.c Practical Activities – PBL Experiments

Practical No.	Module No.	Title of the PBL Experiments	Concepts to be highlighted	CO Map	Audit / Quality (0 to 4)
1	Unit 2	Evaluation of arithmetic expression using stack	Stack	CO3	
2	Unit 5	Solve Shortest path problem using Graph	Graphs	CO5	

10. Beyond Syllabus Activities for Gap Mitigation

No.	Type of the Activity	Activities	Details – no of attendees, guest, feedback, mark sheet, report
1	Interaction with Outside World	Guest Lecture / Workshops	Yes
2		Industrial Visit	-
3	Test and Assessments	Class Tests – (other than IA)	Yes
4		Mini Projects	Yes
5		Pop Quiz	Yes
6		Mobile App Based Quiz	-
7		Open Book Test	Yes
8		Take Home Test	Yes
9	Collaborative and Group Activity	Poster Presentation	Yes
10		Minute Papers	Yes
11		Students Seminar	-
12		Students Debates	-
13		Panel Discussion / Mock GD	-
14		Mock Interview	-
15	Co-curricular Courses	MOOC-NPTEL/Coursera Videos	Yes
16		Value Added Courses	Yes
17		Lecture Capture Usage	-

*** Do not delete any activity. Give details for planned events. Write 'NA' for activity Not Planned.**

Consolidated Academic Administration Plan Prepared by (mention all theory teaching faculty names with signature)

Kimaya Shelar

Hrishikesh Tendulkar

Shajil Kumar P A

Faculty1 Name (Sign.)

Faculty 2 Name (Sign.)

Faculty 3 Name (Sign.)

External Industry Mentor (Sign.)

External Academic Mentor (Sign.)

VSIT Cluster Mentor Name (Sign.)

Head of Dept. (Sign.)

Version 2020-4

The academic resources available in VSIT –

VMIS (ERP)	V-Refer and V-Live	VSIT Library	VAC & MOOC Courses
Institute & Department Vision and Mission	Former IA question papers and solutions (prepared by faculty)	Former IA question papers solutions - hardcopy	Value Added Courses (VAC) are conducted throughout the semester & in the semester break - Enrol for the VACs
Program Educational Objectives (PEO)	MU end semester examination question papers and solutions (prepared by faculty)	MU end semester exam question paper & solutions - by faculty, hardcopy	
Program Specific Outcome (PSO)	Class notes and Digital Content for the subject (scanned / typed by faculty)	All text books, reference books, e -books mentioned in the syllabus & AAP	Online courses from NPTEL, Coursera etc. are pursued throughout the semester - Register for the course & get certified
Program Outcome (PO)	Comprehensive question bank, EQ, GQ, PPT, Class Test papers	Technical journals and magazines for reference	
Departmental Knowledge Map	Academic Administration Plan & Beyond Syllabus Activity report	VSIT library is member of IIT Bombay Library	Watch former lectures captured in LMS at VSIT

1.a Course Objectives (write in detail – follow NBA guideline in this regard)

Cognitive	What do you want students to know?	To know Database Management concepts, tables, data and transaction concepts
Affective	What do you want students to think / care about?	To think how to create tables, insert data into the table, how database works, Understanding the fundamentals while creating Database
Behavioural	What do you want students to be able to do?	To be able to create Database with the functions of a DBMS which include concurrency, security, backup and recovery, integrity.

1.b Course Outcome (CO) Statements and Module-Wise Mapping (follow NBA guideline)

CO No.	Statements	Related Module/s
CO1	To understand what is database and different models of database, ER Diagram and UML	Unit 1
CO2	To learn concepts of Normalization and Relational Algebra operations on the database.	Unit 2
CO3	To apply constraints on the values of database also can apply different sub queries and triggers to get the desired result from the database.	Unit 3
CO4	To be able to understand the concept of Transaction management and Concurrency Control.	Unit 4
CO5	To develop PL/SQL blocks with Exception Handling, cursors, procedures, functions and packages to create the database for their project.	Unit 5

1.c Mapping of COs with POs (mark S: Strong, M: Moderate, W: Weak, Dash '-': not mapped)

	PO 1	PO 2	PO 3	PO 4	PO 5	PO 6	PO 7	PO 8	PO 9	PO 10	PO 11	PO 12
CO 1												
CO 2												
CO 3												
CO 4												
CO 5												

1.d Mapping of COs with PSOs (mark S: Strong, M: Moderate, W: Weak, Dash '-':not mapped)

	PSO 1	PSO 2	PSO 3	PSO 4
CO 1				
CO 2				
CO 3				
CO 4				
CO 5				

1.e Teaching and Examination Scheme (As specified by the University) for the Course

Categories	Mathematics	Computing / IT / Electronics	Humanities & Soft Skill	Social Sciences	Commerce	Management	Multidisciplinary
Tick suitable category		✓					

Subject Code	Subject Name	Teaching Scheme			Credits Assigned			
		Theory	Practical	Tutorial	Theory	TW/Practical	Tutorial	Total
USIT305	Database Management Systems	75	50	--	2	2	--	4

Subject Code	Subject Name	Examination Scheme							Total
		Theory Marks IA Test			End Sem. Exam Marks	TW	Practical	Oral	
		IA 1	IA 2	Average of IA1 and IA2					
USIT305	Database Management Systems	20	-	20	75	25	50		150

1.f Faculty-Wise Distribution of all Lecture-Practical-Tutorial Hours for the Course

Divisions	Lecture (Hrs.)	Practical (Hrs.)				Tutorial (Hrs.)			
		Batch 1	Batch 2	Batch 3	Batch 4	Batch 1	Batch 2	Batch 3	Batch 4
A	4	2	2	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.

B	4	2	2	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.
C	4	2	2	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.
D	4	2	2	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.
E	4	2	2	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.
F	4	2	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.

1.g Office Hours (Faculty will be available in office in this duration for solving students' query)

Division	Day	Time (at least 1 Hr. / Division)	Venue (Office Room No.)
A	Monday	09:00 am to 10:00am	Staff room
B	Tuesday	09:00 am to 10:00am	Staff room
C	Wednesday	09:00 am to 10:00am	Staff room
D	Thursday	09:00 am to 10:00am	Staff room
E	Friday	09:00 am to 10:00am	Staff room
F	Monday	09:00 am to 10:00am	Staff room

2.a Syllabus: Module Wise Teaching Hours and % Weightage in University Question Paper

Module No.	Module Title and Brief Details	Teaching Hrs. for each module	% Weightage in University Question Papers
1	Introduction to Databases and Transactions, Data Models, Database Design, ER Diagram and Unified Modeling Language	12	20
2	Relational database model, Relational Algebra and Calculus	10	20
3	Constraints, Views and SQL	07	20
4	Transaction management and Concurrency	08	20
5	PL/SQL	11	20
* Insert rows for more modules in the Course Total		48	100

2.b Prerequisite Courses

No.	Semester	Name of the Course	Topic/s
1	12 th	IT	Introduction
2	2	Web Programming	Tables, Database
3	2	Object Oriented Programming	Variable, function

2.c Relevance to Future Courses

No.	Semester	Name of the Course
1	4	Core Java
2	5	Enterprise Java, Advanced Web Programming, Project
3	6	Project

2.d Real Life Application Mapping – Mention Application from Very Common Day to Day Life

No.	Real Life Application Mapping with the Course
1	Social Media sites - Social media accounts like facebook, twitter, pinterest and Google plus in this all the information of users is stored and how we become able to connect to other people, yes this all because DBMS.
2	Military -Military keeps records of millions of soldier's files that should be secured and safe. DBMS provides a big security assurance to the military information, so it is widely used in militaries.
3	Finance - DBMS helps in Storing sales, holding information and finance statement management
4	Telecommunications- Telecommunication company cannot even think about their business without DBMS. DBMS is must for these companies to store the call details and monthly postpaid bills
5	Human Resource Management- Human resource management department keeps records of each employee's salary, tax and work through DBMS.

3 Past Results – Division-Wise and Topic-Wise Result Based Analysis

Details	Target - Nov 2020	Nov 2019	Nov 2018	Nov 2017
Course Passing % – Average of 3 Divisions	95	92.98	82.63	76.32
Marks Obtained by Course Topper (mark/100)	100	99	98	97

Year	Division A		Division B		Division C		Division D		Division E		Division F	
	Initials of Teacher	% Result	Initials of Teacher	% Result	Initials of Teacher	% Result	Initials of Teacher	% Result	Initials of Teacher	% Result	Initials of Teacher	% Result
Nov 2019	AV	98.18	AK	93.33	RD	93.44	AK	85.25	AV	93.65	RD	95.24
Nov 2018	AV	94.03	AK	93.44	SN	65.52	SN	80.00	AV	80.36	AK	78.13
Nov 2017	KS	92.42	KS	90.32	SG	72.41	SG	51.61	AK	65.67	AK	96.30

Topics which affect	Module	Recommendations to overcome these issues & improve result in future
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results negatively	Number	
Exception Handling	4	Practical examples and innovative practical questions
ER Diagrams	5	Demonstration in real applications, More Diagrams to be drawn
Transaction Management	5	More questions to be solved

4 All the Learning Resources – Books and E-Resources

4.a List of Text Books (T – Symbol for Text Books) to be Referred by Students

Sr. No	Text Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Database System and Concepts	A Silberschatz, H Korth, S Sudarshan	McGraw-Hill	Fifth Edition	1-5
2	Database Systems	Rob Coronel	Cengage Learning	Twelfth Edition	1-44

4.b List of Reference Books (R – Symbol for Reference Books) to be Referred by Students

Sr. No	Reference Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Programming with PL/SQL for Beginners	H. Dand, R. Patil and T. Sambare	X –Team	First	1-4
2	Introduction to Database System	C.J.Date	Pearson	First	1-4
3	SQL ,PL/SQL	Ivan Bayross	BPB	Fourth	5

4.c List of E - Books (E – Symbol for E-Books) to be Referred by Students

Sr. No	E- Book Titles	Author/s	Publisher	Edition	Module Nos.
1	"Database Systems, Concepts, Design and Applications".	S.K.Singh,	Pearson Education		All
2	"Database Management Systems"	Raghu Ramakrishnan, Johannes Gehrke	McGraw Hill Publication		All
3	"Fundamentals of Database Systems"	Elmsari, Navathe	Pearson Education (2008).	5th Edition	All
4	"The Database Systems – The Complete Book"	H G Molina,D Ullam	J. Widom Pearson		All

4.d Web Links and Names of Magazines, Journals, E-journals – [VIT is member of IIT Bombay Library]

Refer online journals subscribed in VIT library. You can also access IIT Bombay online library for journals from IITB campus.

Sr. No	Web-Links and Names of Journals and E-Journals Recommended to Students for this Course	Web-Links and Names of Magazines Recommended to Students for this Course	Module Nos.
1	International Journal on Data Base Management Systems	Introduction to Databases By Dixon Kimani https://www.techopedia.com/6/28832/enterpri	1,2

	http://airccse.org/journal/ijdms/ijdms.html	se/databases/introduction-to-databases	
2	Journal on Database Management System https://www.managementstudyguide.com/database-management-system-articles.htm	Operational Database Management Systems http://www.odbms.org/odmg-standard/reading-room/magazines/	4
3	Database journal the knowledge center for Database Professionals https://www.databasejournal.com/	MySQL, SQL Server, MS Access, Oracle, Sybase, Informix, Postgres, and other database systems https://www.w3schools.com/sql/default.asp	1-5
4	OXFORD Academic -Database The journal of Biological Databases and Curation https://academic.oup.com/DATABASE/		2

4.e Module Best Available in - Tick the best resource [from 4.a to 4.d in this AAP] & give details

Module No.	Category (Please Tick Mark) - √						Available In VSIT Library?		Details of the Resource (i.e. Name, Chapter & Page No., etc.)
	Book			Magazine	Journals		Y	N	
	Text	Reference	E-Book		Regular	E-Journal			
1	✓	✓					Y		Database System and Concepts A Silberschatz, H Korth, S Sudarshan McGraw-Hill Page No. 1 to 15 and 259 to 304 DataBase System Rob,coronel Page No. 9,13,23 to 39 and 119-149
2	✓	✓					Y		Database System and Concepts A Silberschatz, H Korth, S Sudarshan McGraw-Hill Page No. 39 to 48 and 217 to 245 DataBase System Rob,coronel Page No. 176-188
3	✓	✓					Y		Database System and Concepts A Silberschatz, H Korth, S Sudarshan McGraw-Hill Page No. 57 to 98 and 157 to 180 DataBase System Rob,coronel Page No. 210-258
4	✓	✓		✓			Y		Database System and Concepts A Silberschatz, H Korth, S Sudarshan McGraw-Hill Page No. 627to 641and661, 681 DataBase System Rob,coronel Page No. 460-475
5	✓	✓					Y		Database System and Concepts A Silberschatz, H Korth, S Sudarshan McGraw-Hill Page No. 5 157 to 180 DataBase System Rob,coronel Page No. 266-278 SQL,PL/SQL Ivan Bayross Page No 338-433

4.f Web Links for Online Notes/YouTube/VISIT Digital Content/NPTEL Videos

No.	Websites / Links	Module Nos.
1	Digital Content	1-5
2	Data abstraction in DBMS https://www.youtube.com/watch?v=5fs1ld06B5c&t=2s	1-5
3	Basic concept of NORMALIZATION https://www.youtube.com/watch?v=oylHRgBDfNc	1-5
4	PL-SQL Triggers https://www.youtube.com/watch?v=KD0t843oQlw	1-5
5	Conflict Serializability https://www.youtube.com/watch?v=zv0ba0lok1Y	1-5
6	Many to many relationships https://www.youtube.com/watch?v=onR_sLhbZ4w&list=PLxCzCOWd7aiFAN6i8CuViBuCdJgiOkt2Y&index=18	1-5

4.g Recommended MOOC Courses like Coursera / NPTEL / MIT-OCW / edX etc.

Sr. No.	MOOC Course Link	Course conducted by – Person / University / Institute / Industry	Course Duration	Certificate (Y / N)
1	Spoken Tutorial – RDBMS	IIT, Bombay	25 Hrs.	Y
2	Database and SQL for Data Science https://www.coursera.org/learn/sql-data-science#syllabus	Coursera - IBM	4 Weeks- 14 Hours	Y
3	Introduction to Database and SQL Querying https://www.udemy.com/introduction-to-databases-and-sql-querying/	www.udemy.com	2.5 Hrs	Y
4	SQL for Data Science https://www.coursera.org/learn/sql-for-data-science#about	Coursera-University of California	4 weeks- 14 Hours	Y
5	SOLOlearn-SQL https://www.sololearn.com/Course/SQL/	https://www.sololearn.com	4 Modules- 104 Quiz	Y

4.h Recommended Value-Added Courses (VAC)

Sr. No.	Name of the Value-Added Course	Conducted by – Person / Institute / Industry	Course Duration	Certificate (Y / N)
1	-	-	-	-

4.i Study Material Distributed among Students

Tick if distributed among students					
GQ	Notes	Digital Content	PPT	EQ (updated till the Last Exam)	Other (Write Details)
✓	✓	✓	✓	✓	Merit Batch Questions Remedial Questions Videos

5. Consolidated Course Lesson Plan

	From (date/month/year)	To (date/month/year)	Total Number of Weeks
Semester Duration	/06/2020	/09/2020	12

Week	Lecture no.	Module No.	Lecture Topics / IA 1 and IA 2 / BSA planned to be covered	Actual date of Completion	COs	Recommended Prior Viewing / Reading	
						Lecture No. (on LMS)	Chapter No. / Page Nos./ Books/ Web Site
1	1	1	AAP Discussion		1		
	2	1	Introduction to Databases and Transactions: What is database system Purpose of database system, view of data		1		Text1/1/3
	3	1	Relational databases, database architecture		1		Text1/1/12,22
	4	1	Transaction management		1		Text1/1/23
2	5	1	Data Models: The importance of data models, Basic building blocks		1		Text2/1/24,119,323
	6	1	Business rules , Degrees of data abstraction		1		Text2/3/11
	7	1	Database Design, ER Diagram: Overview, ER Model		1		Text2/3/119
	8	1	Constraints, ER Diagrams		1		Text1/7/269,274
3	9	1	ERD Issues, weak entity sets, Codd's rules		1		Text1/7/290Text1/8/23
	10	1	Relational Schemas		1		Text1/6/130
	SS	1	The evolution of data models		1		Text2/1/42
	SS	1	Introduction to UML		1		Text1/6/13
	11	1	UML Diagrams and Viva on Unit 1		1		Text1/6/13
	12	1	Viva on Unit 1		1		
4	13	2	Relational database model: Logical view of data, keys, integrity rules		2		Text2/2/58,62,68
	14	2	Relational Database design: features of good relational database design		2		Text1/8/323
	15	2	Normalization (1NF, 2NF, 3NF, BCNF)		2		Text2/4/179 182,183,188
	16	2	Relational Algebra and Calculus Relational algebra: Introduction, Selection and projection		2		Text1/2/39,51
5	17	2	Set operations, renaming		2		Text1/2/48,51
	18	2	Joins, Division, syntax, semantics, Operators		2		Text1/2/48,49
	19	2	Calculus: Tuple relational		2		Text1/6,239,

			calculus, Domain relational Calculus			245
	20	2	Calculus vs algebra, computational capabilities		2	Text1/6/247
6	SS	2	Grouping and ungrouping, relational comparison		2	Text1/2/49
	SS	2	Atomic domain		2	Text1/8/327
	21	2	Queries on Relational algebra and Relational Calculus and Viva on Unit 2		2	
	22	2	Viva on Unit 2		2	
	23	3	Constraints, Views and SQL: Constraints, types of constrains, Integrity constraints		3	Text2/5/221,222
	24	3	Views: Introduction to views		3	Text2/5/256
7	25	3	Updates on views		3	Text2/5/257
	26	3	SQL: data definition, aggregate function, Null Values		3	Text2/5/249
	27	3	Nested sub queries Joined relations		3	Text1/3/83
	SS	3	Data independence, security		3	Text2/5/256
	SS	3	Comparison between tables and views		3	Text2/5/257
	28	3	Triggers and Viva on Unit 3		3	Text1/3/90
8	29	3	Viva on Unit 3		3	
	30	4	Transaction management and Concurrency: Control Transaction management: ACID properties		4	Text1/14/628
	31	4	Serializability and concurrency control,		4	Text1/14/641 Text1/15/661
	32	4	Lock based concurrency control (2PL)		4	Text1/15/666
9	33	4	Time stamping methods		4	Text1/15/666
	34	4	Deadlock Detection		4	Text1/16/722
	35	4	Deadlock Prevention and Recovery		4	Text1/16/722
	SS	4	Database recovery management		4	Text1/12/323
	SS	4	Concurrency Control Schemes		4	Text1/15/661
	36	4	Optimistic methods And Viva on Unit 4		4	Text1/12/323
10	37	4	Viva on Unit 4		4	
	38	5	PL-SQL: Beginning with PL / SQL, Identifiers and Keywords		5	Text3/5/338
	39	5	Operators, Expressions		5	Text3/5/338
	40	5	Sequences, Control Structures		5	Text3/5/344
11	41	5	Cursors		5	Text3/5/352
	42	5	Collections and composite data types,		5	Text3/5/355
	43	5	Procedures and Functions		5	Text3/5/404,405
	44	5	Exceptions Handling		5	Text3/5/393

12	45	5	Packages		5		Text3/5/413
	46	5	Triggers		5		Text3/5/429
	SS	5	With Clause and Hierarchical Retrieval		5		Text3/5/413
	SS	5	Transaction		5		Text3/5/352
	47	5	Examples on PL/SQL and Viva on Unit 5		5		
	48	5	Viva on Unit 5		5		

6. Rubric for Grading and Marking of Term Work (inform students at the beginning of semester)

Lecture + Practical (% Attendance) & Marks	Assignments	Tutorial	Lab / Practical Performance	Lab Journal Assessment	Class Tests (Other than IA)	Other (1) specify	Other (2) specify	Total
75%	5		40	5+5		20(IA)		75

7. Assignments / Tutorials Details (must attach print out of all questions together with AAP)

Assignment No.	Title of the Assignments / Tutorials	CO Map	Assignments given to Students on	Date of Submission
1	Database design and ER Model	1	3 rd week	4 th week
2	SQL	2	5 th week	6 th week
3	Normalization	3	7 th week	8 th week
4	Transaction management and Concurrency	4	9 th week	10 th week
5	PL-SQL	5	11 th week	12 th week

Analysis of Assignment / Tutorial Questions and Related Resources

Assignment No.	Week No.	Type* (√)	Module No.	Based on #	Question Type (√)
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		R	UQ	OBT		Text Book	Reference Book	Other Learning Resource	MU EQ	Thought Provoking
1	3	√			1	√			2	1
2	5		√		2	√			3	1
3	7			√	3		√		2	1
4	9		√		4		√		3	1
5	11	√			5	√			3	1

* Tick (√) the Type of the Assignment: Regular (R); Unannounced Quiz (UQ) ; Open Book Test for TY/SY/MASTERS (OBT)

Write number for Text book, reference book, other learning resource from this AAP – from Points 4.a to 4.d

8. Internal Assessment / Other Class Test / Open Book Test (OBT)/Take Home Test (THT) Details

Tests	Test Dates	Module No.	CO Map	IA Question Paper Pattern	Policy
1 st IA Test	8 th week	1,2	1,2	Q1 - MCQ – 20 Marks	No IA Re-test
2 nd IA Test					IA is a Head of passing *
Pop Quiz	5 th week, 7 th week	2	2		
Open Book Test	9 th week	3	3		
Take Home Test	10 th week	4	4		
Class tests / prelims	2 nd week	1	1		

* IA failures will have to appear for re-test in next semester

9.a Practical Activities – Regular Experiments

Practical No.	Module No.	Title of the Regular Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1	3	1. SQL Statements – 1 a. Writing Basic SQL SELECT Statements b. Restricting and Sorting Data c. Single-Row Functions	SQL Statements	3	
2	3	2. SQL Statements – 2 a. Displaying Data from Multiple Tables b. Aggregating Data Using Group Functions c. Subqueries	SQL Statements in multiple tables	3	

3	3	3 Manipulating Data a. Using INSERT statement b. Using DELETE statement c. Using UPDATE statement	Manipulating Data.	3	
4	3	4. Creating and Managing Tables a. Creating and Managing Tables b. Including Constraints	Constraints	3	
5	3	5. Creating and Managing other database objects a. Creating Views b. Other Database Objects c. Controlling User Access	database objects	3	
6	3	6. Using SET operators, Date/Time Functions, GROUP BY clause (advanced features) and advanced subqueries a. Using SET Operators b. Datetime Functions c. Enhancements to the GROUP BY Clause d. Advanced Subqueries	advanced subqueries	3	
7	5	7. PL/SQL Basics a. Declaring Variables b. Writing Executable Statements c. Interacting with the Oracle Server d. Writing Control Structures	PL/SQL Basics	5	
8	5	8. Composite data types, cursors and exceptions. a. Working with Composite Data Types b. Writing Explicit Cursors c. Handling Exceptions	cursors and exceptions	5	
9	5	9. Procedures and Functions a. Creating Procedures b. Creating Functions c. Managing Subprograms d. Creating Packages	Procedures and Functions	5	
10	5	10. Creating Database Triggers	Triggers	5	

9.b Practical Activities – Newly Added Experiments

Practical No.	Module No.	Title of the Newly Added Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
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1	5	Writing Implicit Cursors Write a PL/SQL block to insert a record in the employee table using variables using implicit cursor.	Cursor	C05	
2	5	Loops in a cursor Write a PL/SQL block using cursor for loop.	Cursor	C05	

9.c Practical Activities – PBL Experiments

Practical No.	Module No.	Title of the PBL Experiments	Concepts to be highlighted	CO Map	Audit / Quality (0 to 4)
1	3	<p>Performing queries on Banking Database</p> <p>Consider the following employee database:-</p> <p>i) Account (Branch_name, Account_number, Balance)</p> <p>ii) Branch (Branch_name, Branch_city, Assets)</p> <p>iii) Customer (Cust_name, Cust_street, Cust_city)</p> <p>iv) Depositor (Cust_name, Account_number)</p> <p>v) Loan (Branch_name, Loan_number, Amount)</p> <p>vi) Borrower (Cust_name, Loan_number)</p> <p>Given queries:-</p> <p>1. Find all loan number for loans made at the Mumbai branch with loan amounts greater than 1200.</p> <p>2. Find the names and loan numbers of all customers who have a loan at the Mumbai branch.</p> <p>3. Find the names of all customers whose street address includes the substring 'Main'.</p> <p>4. Find the average balance of each customer who lives in Harrison and has at least 3 accounts.</p> <p>5. Find all customers who have both an account and a loan at the Mumbai branch.</p> <p>6. Find the names of all branches that have assets greater than that of each branch in Brooklyn.</p> <p>7. Find the branch that has the higher average balance.</p>	DDL, DML, DCL commands	C03	
2	3	<p>Performing queries on Project Management Database system</p> <p>Consider the following database: -</p>	DDL, DML, DCL commands		

	<p>Employee (Fname, Lname, Ssn, Bdate, Address, Sex, Salary, Superssn, Dno) Department (Dname, Dnumber, Mgrssn) Project (Pname, Pnumber, Plocation, Dnumber) Workson (Empssn, Pnumber, Hours)</p> <p>Given Queries: -</p> <ol style="list-style-type: none"> 1. Find the name and address of the employees who work for the research department. 2. For every project located in 'Stafford', list the project number, the controlling department number and the department manager's last name and birth date. 3. Make a list of all project numbers for projects that involve an employee whose last name Smith, either as a worker or as a manager of the department that controls the project. 4. Find all employees whose address is in Houston. 5. Show the resulting salaries if every employee working on the product x project is given a 10% raise. 				C03
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10. Beyond Syllabus Activities for Gap Mitigation

No.	Type of the Activity	Activities	Details – no of attendees, guest, feedback, mark sheet, report
1	Interaction with Outside World	Guest Lecture / Workshops	Yes
2		Industrial Visit	-
3	Test and Assessments	Class Tests – (other than IA)	Yes
4		Mini Projects	Yes
5		Pop Quiz	Yes
6		Mobile App Based Quiz	Yes
7		Open Book Test	Yes
8		Take Home Test	Yes
9	Collaborative and Group Activity	Poster Presentation	Yes
10		Minute Papers	Yes
11		Students Seminar	-
12		Students Debates	Yes
13		Panel Discussion / Mock GD	-
14		Mock Interview	-
15	Co-curricular Courses	MOOC-NPTEL/Coursera Videos	Yes
16		Value Added Courses	Yes
17		Lecture Capture Usage	Yes

*** Do not delete any activity. Give details for planned events. Write 'NA' for activity Not Planned.**

Consolidated Academic Administration Plan Prepared by (mention all theory teaching faculty names with signature)

Ms. Ashwini Koyande

Ms. Aasha Chavan

Ms. Rohini Desai

Faculty 1 Name (Sign.)

Faculty 2 Name (Sign.)

Faculty 3 Name (Sign.)

External Industry Mentor (Sign.)

External Academic Mentor (Sign.)

VSIT Cluster Mentor Name (Sign.)

Head of Dept. (Sign.)

Version 2020-4

The academic resources available in VSIT –

VMIS (ERP)	V-Refer and V-Live	VSIT Library	VAC & MOOC Courses
Institute & Department Vision and Mission	Former IA question papers and solutions (prepared by faculty)	Former IA question papers solutions - hardcopy	Value Added Courses (VAC) are conducted throughout the semester & in the semester break - Enrol for the VACs
Program Educational Objectives (PEO)	MU end semester examination question papers and solutions (prepared by faculty)	MU end semester exam question paper & solutions - by faculty, hardcopy	
Program Specific Outcome (PSO)	Class notes and Digital Content for the subject (scanned / typed by faculty)	All text books, reference books, e -books mentioned in the syllabus & AAP	Online courses from NPTEL, Coursera etc. are pursued throughout the semester - Register for the course & get certified
Program Outcome (PO)	Comprehensive question bank, EQ, GQ, PPT, Class Test papers	Technical journals and magazines for reference	
Departmental Knowledge Map	Academic Administration Plan & Beyond Syllabus Activity report	VSIT library is member of IIT Bombay Library	Watch former lectures captured in LMS at VSIT

1.a Course Objectives (write in detail – follow NBA guideline in this regard)

Cognitive	What do you want students to know?	Python can be used to develop prototypes quickly because it is easy to work with and read. Students can gain knowledge about Python programming syntax and semantics to write programs and use concepts such as creating GUI form and adding widgets.
Affective	What do you want students to think / care about?	Understand the fundamentals of Procedural Oriented and object-oriented programming in python. Its different features like Simplicity, understand its Huge Community, Libraries and Frameworks. How Automation is used and its multipurpose benefits.
Behavioural	What do you want students to be able to do?	Build small applications that have front end as Python and backend as MySQL, Use of Packages and Frameworks. Students can use Python to build productivity tools, games as it is easy to use, powerful, versatile, making it a great choice for beginners.

1.b Course Outcome (CO) Statements and Module-Wise Mapping (follow NBA guideline)

CO No.	Statements	Related Module/s
CO1	To understand basic concepts of Python .	Unit 1
CO2	To review different types of functions.	Unit 2
CO3	a) Should begin using different data types. b) Experience handling files. c) Applying appropriate Exceptions.	Unit 3
CO4	a) Gain knowledge of designing features of object oriented programming. b) Able to use regular expression.	Unit 4
CO5	Able to Construct GUI application with Database connectivity.	Unit 5

1.c Mapping of COs with POs (mark S: Strong, M: Moderate, W: Weak, Dash '-': not mapped)

	PO 1	PO 2	PO 3	PO 4	PO 5	PO 6	PO 7	PO 8	PO 9	PO 10	PO 11	PO 12
CO 1												
CO 2												
CO 3												
CO 4												
CO 5												

1.d Mapping of COs with PSOs (mark S: Strong, M: Moderate, W: Weak, Dash '-':not mapped)

	PSO 1	PSO 2	PSO 3	PSO 4
CO 1				
CO 2				
CO 3				
CO 4				
CO 5				

1.e Teaching and Examination Scheme (As specified by the University) for the Course

Categories	Mathematics	Computing / IT / Electronics	Humanities & Soft Skill	Social Sciences	Commerce	Management	Multidisciplinary
Tick suitable category		√					

Subject Code	Subject Name	Teaching Scheme			Credits Assigned			
		Theory	Practical	Tutorial	Theory	TW/Practical	Tutorial	Total
USIT301	Python Programming	75	50		2	2		4

Subject Code	Subject Name	Examination Scheme							
		Theory Marks IA Test			End Sem. Exam Marks	TW	Practical	Oral	Total
		IA 1	IA 2	Average of IA1 and IA2					
USIT301	Python Programming	20		20	75	25	45	05	150

1.f Faculty-Wise Distribution of all Lecture-Practical-Tutorial Hours for the Course

Divisions	Lecture (Hrs.)	Practical (Hrs.)				Tutorial (Hrs.)			
		Batch 1	Batch 2	Batch 3	Batch 4	Batch 1	Batch 2	Batch 3	Batch 4
A	4.00	2.00	2.00	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.
B	4.00	2.00	2.00	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.
C	4.00	2.00	2.00	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.

D	4.00	2.00	2.00	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.
E	4.00	2.00	2.00	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.
F	4.00	2.00	2.00	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.

1.g Office Hours (Faculty will be available in office in this duration for solving students' query)

Division	Day	Time (at least 1 Hr. / Division)	Venue (Office Room No.)
A	Monday	9:00-10:00 am	Reading Room
B	Tuesday	9:00-10:00 am	Reading Room
C	Wednesday	9:00-10:00 am	Reading Room
D	Thursday	9:00-10:00 am	Reading Room
E	Friday	9:00-10:00 am	Reading Room
F	Friday	9:00-10:00 am	Staff Room

2.a Syllabus : Module Wise Teaching Hours and % Weightage in University Question Paper

Module No.	Module Title and Brief Details	Teaching Hrs. for each module	% Weightage in University Question Papers
1	Introduction, Variables and Expressions, Conditional Statements, Looping, Control statements	08	20
2	Functions ,Strings	09	20
3	Lists , Tuples and Dictionaries , Files , Exceptions	11	20
4	Regular Expressions , Classes and objects , Multithreaded programming, modules	10	20
5	Widgets , Layout management ,Storing data in our MySQL Database via Our GUI	10	20
* Insert rows for more modules in the Course		Total	48
			100

2.b Prerequisite Courses

No.	Semester	Name of the Course	Topic/s
1	1	Imperative programming	Loops & conditional statements
2	2	Object Oriented Programming	Classes and Objects

2.c Relevance to Future Courses

No.	Semester	Name of the Course
1	4	Core Java
2	5	Enterprise Java, Advance Web Programming
3	6	Project

2.d Real Life Application Mapping – Mention Application from Very Common Day to Day Life

No.	Real Life Application Mapping with the Course
1	GUI based Desktop Applications
2	Game- Tic Tac Toe
3	Music Class Admission
4.	Dice Rolling Simulator
5.	Calculator
6.	Medical Bill Generation

3. Past Results – Division-Wise and Topic-Wise Result Based Analysis

Details	Target - Dec 2020	Dec 2019	Dec 2018	Dec 2017
Course Passing % – Average of 3 Divisions	90%	89.18%	79.29%	82.56%
Marks Obtained by Course Topper (mark/100)	100	98	98	99

Year	Division A		Division B		Division C		Division D		Division E		Division F	
	Initials of Teacher	% Result	Initials of Teacher	% Result	Initials of Teacher	% Result	Initials of Teacher	% Result	Initials of Teacher	% Result	Initials of Teacher	% Result
Dec 2019	JV	98.18	LJ	75.00	ST	90.16	ST	90.16	JV	87.30	LJ	97.62
Dec 2018	JV	95.52	LJ	91.80	ST	74.14	ST	76.67	JV	62.50	LJ	78.13
Dec 2017	LJ	90.91	LJ	90.32	PT	87.83	PT	80.65	SK	82.09	SK	96.03
Dec 2016	NA											

Topics which affect results negatively	Module Number	Recommendations to overcome these issues & improve result in future
Regular Expressions	4	Give Practice Questions

Database connectivity	5	Creating small Applications
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4 All the Learning Resources – Books and E-Resources

4.a List of Text Books (T – Symbol for Text Books) to be Referred by Students

Sr. No	Text Book Titles	Author/s	Publisher	Edition	Module Nos.
1	NA	NA	NA	NA	NA

4.b List of Reference Books (R – Symbol for Reference Books) to be Referred by Students

Sr. No	Reference Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Think Python	Allen Downey	O'Reilly	1st	1
2	An Introduction to Computer Science using Python 3	Jason Montojo Jennifer Campbell Paul Gries	SPD	1st	2
3	Python GUI Programming Cookbook	Burkhard A. Meier	Packt	3rd	5
4	Introduction to Problem Solving with Python	E. Balagurusamy	TMH	1st	3-4
5	Murach's Python programming	Joel Murach, Michael Urban	SPD	1st	1-5
6	Object-oriented Programming in Python	Michael H. Goldwasser, David Letscher	Pearson Prentice Hall	1st	4
7	Exploring Python	Budd	TMH	1st	1-5

4.c List of E - Books (E – Symbol for E-Books) to be Referred by Students

Sr. No	E- Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Think Python	Allen Downey.	O'Reilly	1st	1
2	An Introduction to Computer Science using Python 3	Jason Montojo, Jennifer Campbell, Paul Gries	SPD	1st	2
3	Python GUI Programming Cookbook	Burkhard A. Meier	Packt	3rd	5

4.d**Web Links and Names of Magazines, Journals, E-journals – [VIT is member of IIT Bombay Library]**

Refer online journals subscribed in VIT library. You can also access IIT Bombay online library for journals from IITB campus.

Sr. No.	Web-Links and Names of Journals and E-Journals Recommended to Students for this Course	Web-Links and Names of Magazines Recommended to Students for this Course	Module Nos.
1	Detection of shapes and counting in toy manufacturing industry with help of Python https://ieeexplore.ieee.org/search/searchresult.jsp?newsearch=true&queryText=python	Code Magazines- https://www.codemag.com/Magazine/ByCategory/Python	1
2	Python Testing with pytest: Fixtures and Coverage - https://www.linuxjournal.com/content/python-testing-pytest-fixtures-and-coverage	Python Weekly- http://www.pythonweekly.com/	2
3.	Python Standards- https://docs.python.org/3/library/	The MagPi- https://www.raspberrypi.org/magpi/best-reads-python-programming/	3

4.e**Module Best Available in - Tick the best resource [from 4.a to 4.d in this AAP] & give details**

Module No.	Category (Please Tick Mark) - √						Available In VSIT Library?		Details of the Resource (i.e. Name, Chapter & Page No., etc.)
	Book			Magazine	Journals		Y	N	
	Text	Reference	E-Book		Regular	E-Journal			
1		√	√				Y		Think Python chap 1 pg 1- 11 & Intro to problem solving with python chap 3 pg 47-71
2		√	√				Y		Think Python chap 3 pg 19- 27 & Intro to problem solving with python chap 5 pg 115-122
3		√	√				Y		Think python cp 10(pg 89-92) & Intro to problem solving with python Cp 5, 6 &7(pg 130-199)
4		√	√				Y		Intro to problem solving with python Cp 4,6 & 8 (pg 84-255)
5		√	√				Y		Python GUI Prog cookbook Cp 1,2,7 (pg 19-240)

4.f**Web Links for Online Notes/YouTube/VIT Digital Content/VIT Lecture Capture/NPTEL Videos**

Students can view lectures by VIT professors, captured through LMS 'Lecture Capture' in VIT campus for previous years.

No.	Websites / Links	Module Nos.
1	V-Refer	1-5
2	www.python.org	2

3	www.learnpython.com	3
4	Python-course.eu	5

4.g Recommended MOOC Courses like Coursera / NPTEL / MIT-OCW / edX etc.

Sr. No.	MOOC Course Link	Course conducted by – Person / University / Institute / Industry	Course Duration	Certificate (Y / N)
1	Spoken Tutorial - Python	IIT, Bombay	25 Hrs.	Y
2	Python 3 For Beginners By Luke's Programming School https://www.udemy.com/python-masterclass-for-beginners/	Udemy	79 lectures- 6 hrs	Y

4.h Recommended Value Added Courses (VAC)

Sr. No.	Name of the Value Added Course	Conducted by – Person / Institute / Industry	Course Duration	Certificate (Y / N)
1	Data Science with Python	Rudraprasad Das(IIDE)	25	Y

4.i Study Material Distributed among Students

Tick if distributed among students					
GQ	Notes	Digital Content	PPT	EQ (updated till the Last Exam)	Other (Write Details)
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	

5. Consolidated Course Lesson Plan

		From (date/month/year)	To (date/month/year)	Total Number of Weeks			
Semester Duration		June 2020	Oct 2020	12			
Week	Lecture no.	Module No.	Lecture Topics / IA 1 and IA 2 / BSA planned to be covered	Actual date of Completion	Cos	Recommended Prior Viewing / Reading	
						Lecture No. (on LMS)	Chapter No. / Page Nos./ Books/ Web Site
1	1	1	History, features, Installing Python, Running Python program		CO1		Ref 1 /1/1
	2	1	Syntax Errors, Runtime Errors, Semantic Errors, Experimental Debugging, Formal and Natural Languages, The Difference Between Brackets, Braces, and Parentheses,		CO1		Ref 1 /1/3, Ref 4/3/47

	3	1	Values and Types, Variables, Variable Names and Keywords and Type conversion, SS-Operators and Operands		CO1		Ref 1 /2/11
	4	1	Expressions, Interactive Mode and Script Mode, Order of Operations,		CO1		Ref 1 /2/11
2	5	1	Conditional Statements		CO1		Ref 4/3/69
	6	1	Looping (BSA- Open Book Test)		CO1		Ref 4/3/71
	7	1	Control statements , Viva/Students' Activity on Unit I		CO1		Ref 4/3/65
	8	1	Viva/Students' Activity on Unit I		CO1		
3	9	2	Function Calls, Type Conversion Functions		CO2		Ref 1 /3/19
	10	2	Math Functions, Composition, Adding New Functions		CO2		Ref 1 /3/20
	11	2	Definitions and Uses, Parameters and Arguments , Variables and Parameters, Stack Diagrams SS- Flow of Execution,		CO2		Ref 1 /3/22,23
	12	2	Fruitful Functions and Void Functions, Importing with from, Return Values		CO2		Ref 1/3/26,27
4	13	2	String Slices, Strings Are Immutable		CO2		Ref 4/5/115
	14	2	Searching, Looping and Counting		CO2		Ref 4/5/117
	15	2	String Methods, The in Operator (BSA- Pop Quiz),		CO2		Ref 4/5/121
	16	2	String Comparison, String Operations Viva/Students' Activity on Unit II		CO2		Ref 4/5/122
5	17	2	Viva/Students' Activity on Unit II		CO2		
	18	3	Lists: Values and Accessing Elements, Lists are mutable		CO3		Ref 1/10/89
	19	3	Traversing a List, Deleting elements from List		CO3		Ref 1/10/92

	20	3	Built-in List Operators, Concatenation, Repetition, In Operator , Built-in List functions and methods,		CO3		Ref 4/5/130
6	21	3	Tuples, Accessing values in Tuples, Tuple Assignment, Tuples as return values , (BSA – Guest Lecture),		CO3		Ref 4/5/149
	22	3	Variable-length argument tuples, Basic tuples operations, Concatenation, Repetition, in Operator, Iteration SS- Built-in Tuple Functions		CO3		Ref 4/6/150
	23	3	Creating a Dictionary, Accessing Values in a dictionary, Updating Dictionary, Deleting Elements from Dictionary		CO3		Ref 4/6/155
	24	3	Properties of Dictionary keys, Operations in Dictionary, Built-In Dictionary Functions, Built-in Dictionary Methods		CO3		Ref 4/6/159
7	25	3	Files: Text Files, The File Object Attributes, Directories		CO3		Ref 4/7/180
	26	3	Exceptions: Built-in Exceptions, Handling Exceptions		CO3		Ref 4/7/194
	27	3	Exception with Arguments, SS-User-defined Exceptions Viva/Students' Activity on Unit III		CO3		Ref 4/7/199
	28	3	Viva/Students' Activity on Unit III		CO3		
8	29	5	Creating the GUI Form and Adding Widgets: Widgets: Button, Canvas, Checkbutton		CO5		Ref 3/1/19
	30	5	Entry, Frame, Label, Listbox, , Menu SS- Menubutton		CO5		Ref 3/1/55
	31	5	Message, Radiobutton, , Scrollbar, text, SS- Scale ,Toplevel		CO5		Ref 3/1/28
	32	5	Spinbox, Paned Window, LabelFrame, tkMessageBox. Handling Standard attributes , (BSA- PBL)		CO5		Ref 3/1/31
9	33	5	Properties of Widgets, Layout Management: Designing GUI applications with proper Layout Management features		CO5		Ref 3/2/31

	34	5	Look and Feel Customization: Enhancing Look and Feel of GUI using different appearances of widgets (BSA- Take Home Test)		CO5		Ref 3/2/73
	35	5	Storing Data in Our MySQL Database via Our GUI: Connecting to a MySQL database from Python, Configuring the MySQL connection		CO5		Ref 3/7/207
	36	5	Designing the Python GUI database, Using the INSERT command , Using the UPDATE command, Using the DELETE command, (BSA- Mini Project)		CO5		Ref 3/7/227- 230
10	37	5	Storing and retrieving data from MySQL database, Viva/Students' Activity on Unit V		CO5		Ref 3/7/240
	38	5	Viva/Students' Activity on Unit V		CO5		
	39	4	Regular Expressions – Concept of regular expression,		CO4		https://www.w3schools.com/python/python_regex.asp
	40	4	various types of regular expressions, using match function		CO4		https://www.tutorialspoint.com/python/python_reg_expressions.htm
11	41	4	Classes and Objects: Class Definition, Creating Objects SS- Overview of OOP		CO4		Ref 4/8/212
	42	4	Instances as Arguments, Instances as return values, Built-in Class Attributes		CO4		Ref 4/8/212
	43	4	Inheritance, Method Overriding, Data Encapsulation, Data Hiding		CO4		Ref 4/8/221,225
	44	4	Multithreaded Programming: Thread Module, creating a thread		CO4		Ref 3/6/161

12	45	4	Synchronizing threads , multithreaded priority queue (BSA- Class test)		CO4		Ref 3/6/163,182
	46	4	Modules: Importing module, Creating and exploring modules, Math Module, SS- Random module		CO4		Ref 1/14/139 Ref 4/4/84
	47	4	Time module, Viva/Students' Activity on Unit IV		CO4		Ref 4/4/86
	48	4	Viva/Students' Activity on Unit IV		CO4		

6. Rubric for Grading and Marking of Term Work (inform students at the beginning of semester)

Lecture + Practical (% Attendance) & Marks	Assignments	Tutorial	Lab / Practical Performance	Lab Journal Assessment	Class Tests (Other than IA)	Class participation	Other (2) specify	Total
5	5		40+5	5			IA(20)	75

7. Assignments / Tutorials Details (must attach print out of all questions together with AAP)

Assignment No.	Title of the Assignments / Tutorials	CO Map	Assignments given to Students on	Date of Submission
1	Variables and Expressions, Conditional Statements, Looping, Control statements	1	Week 2	Week 3
2	Functions ,Strings	2	Week 4	Week 5
3	Lists , Tuples and Dictionaries , Files , Exceptions	3	Week 7	Week 8
4	Regular Expressions , Classes and objects , Multithreaded programming, modules	4	Week 12	Week 12
5	Widgets , Layout management ,Storing data in our MySQL Database via Our GUI	5	Week 10	Week 11

Analysis of Assignment / Tutorial Questions and Related Resources

Assignment No.	Week No.	Type* (✓)			Module No.	Based on #			Question Type (✓)	
		R	UQ	OBT		Text Book	Reference Book	Other Learning Resource	MU EQ	Thought Provoking
1	2	✓			1	-	R1& R4	-	✓	✓
2	4	✓	✓		2	-	R1& R4	-	✓	✓
3	7	✓		✓	3	-	R1& R4	-	✓	✓
4	12	✓			4	-	R1& R4	-	✓	✓
5	10	✓			5	-	R3	-	✓	✓

* Tick (✓) the Type of the Assignment: Regular (R); Unannounced Quiz (UQ) ; Open Book Test for TY/SY/MASTERS (OBT)
Write number for Text book, reference book, other learning resource from this AAP – from Points 4.a to 4.d

8.

Internal Assessment / Other Class Test / Open Book Test (OBT)/Take Home Test (THT) Details

Tests	Test Dates	Module No.	CO Map	IA Question Paper Pattern	Policy
1 st IA Test		1-2	1-2	Q1 – MCQ – 20 Marks	No IA Re-test
2 nd IA Test					IA is a Head of passing *
Pop Quiz	4 th Week	1-2	1-2		
Open Book Test	2 nd Week	1	1		
Take Home Test	9 th Week	5	3		
Class tests / prelims	12 th week	4	4		
Class tests / prelims					
Any other test/exams					

* IA failures will have to appear for re-test in next semester

9.a

Practical Activities – Regular Experiments

Practical No.	Module No.	Title of the Regular Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1		1. Write the program for the following: A) Create a program that asks the user to enter their name and their age. Print out a	Input/Output		

		<p>message addressed to them that tells them the year that they will turn 100 years old.</p> <p>B) Enter the number from the user and depending on whether the number is even or odd, print out an appropriate message to the user.</p> <p>C) Write a program to generate the Fibonacci series.</p> <p>D) Write a function that reverses the user defined value.</p> <p>E) Write a function to check the input value is Armstrong and also write the function for Palindrome.</p> <p>F) Write a recursive function to print the factorial for a given number.</p>		1	
2		<p>2. Write the program for the following:</p> <p>A) Write a function that takes a character (i.e. a string of length 1) and returns True if it is a vowel, False otherwise.</p> <p>B) Define a function that computes the length of a given list or string.</p> <p>C) Define a procedure histogram() that takes a list of integers and prints a histogram to the screen. For example, histogram([4, 9, 7]) should print the following: **** ***** *****</p>	Functions	2	
3		<p>3. Write the program for the following:</p> <p>A) A pangram is a sentence that contains all the letters of the English alphabet at least once, for example: The quick brown fox jumps over the lazy dog. Your task here is to write a function to check a sentence to see if it is a pangram or not.</p> <p>B) Take a list, say for example this one: a = [1, 1, 2, 3, 5, 8, 13, 21, 34, 55, 89] and write a program that prints out all the elements of the list that are less than 5.</p>	Lists	3	
4		<p>4. Write the program for the following:</p> <p>A) Write a program that takes two lists and returns True if they have at least one common member.</p> <p>B) Write a Python program to print a specified list after removing the 0th, 2nd, 4th and 5th elements.</p> <p>C) Write a Python program to clone or copy a list</p>	List	3	

5	<p>5. Write the program for the following:</p> <p>A) Write a Python script to sort (ascending and descending) a dictionary by value.</p> <p>B) Write a Python script to concatenate following dictionaries to create a new one. Sample Dictionary : dic1={1:10, 2:20} dic2={3:30, 4:40} dic3={5:50,6:60} Expected Result : {1: 10, 2: 20, 3: 30, 4: 40, 5: 50, 6: 60}</p> <p>C) Write a Python program to sum all the items in a dictionary.</p>	Dictionary	4	
6	<p>6. Write the program for the following:</p> <p>A) Write a Python program to read an entire text file.</p> <p>B) Write a Python program to append text to a file and display the text.</p> <p>C) Write a Python program to append text to a file and display the text.</p>	Files	4	
7	<p>7. Write the program for the following:</p> <p>A) Design a class that store the information of student and display the same</p> <p>B) Implement the concept of inheritance using python</p> <p>C) Create a class called Numbers, which has a single class attribute called MULTIPLIER, and a constructor which takes the parameters x and y (these should all be numbers).</p> <p>i. Write a method called add which returns the sum of the attributes x and y. ii. Write a class method called multiply, which takes a single number parameter a and returns the product of a and MULTIPLIER.</p> <p>iii. Write a static method called subtract, which takes two number parameters, b and c, and returns b - c.</p>	Classes and Objects	4	
8	<p>8. Write the program for the following:</p> <p>A) Open a new file in IDLE ("New Window" in the "File" menu) and save it as geometry.py in the directory where you keep the files you create for this course. Then copy the functions you wrote for calculating volumes and areas in the "Control Flow and Functions" exercise into this file and save it.</p> <p>Now open a new file and save it in the same directory. You should now be able to import your own module like this:</p> <p>import geometry</p>	Using Imports and Exception Handling		

		<p>Try and add print dir(geometry) to the file and run it.</p> <p>Now write a function pointyShapeVolume(x, y, squareBase) that calculates the volume of a square pyramid if squareBase is True and of a right circular cone if squareBase is False. x is the length of an edge on a square if squareBase is True and the radius of a circle when squareBase is False. y is the height of the object. First use squareBase to distinguish the cases. Use the circleArea and squareArea from the geometry module to calculate the base areas.</p> <p>B) Write a program to implement exception handling.</p>			
9		<p>9. Write the program for the following:</p> <p>A) Try to configure the widget with various options like: bg="red", family="times", size=18</p> <p>B) Try to change the widget type and configuration options to experiment with other widget types like Message, Button, Entry, Checkbutton, Radiobutton, Scale etc.</p>	GUI	5	
10		<p>10. Design the database applications for the following:</p> <p>A) Design a simple database application that stores the records and retrieve the same.</p> <p>B) Design a database application to search the specified record from the database.</p> <p>C) Design a database application to that allows the user to add, delete and modify the records.</p>	Database Connectivity	5	

9.b Practical Activities – Newly Added Experiments

Practical No.	Module No.	Title of the Newly Added Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1	3	Write a program to implement read and append file mode.	Files	4	
2	4	Write a program to show the use of Exceptions with arguments	Exception Handling	4	
3	5	Write a program to design pre-placement training form.	Python with MYSQL	5	

9.c**Practical Activities – PBL Experiments**

Practical No.	Module No.	Title of the PBL Experiments	Concepts to be highlighted	CO Map	Audit / Quality (0 to 4)
1	All	a) Student Marksheet b) Medical Shop Bill c) _____	Python with MYSQL	5	

10.**Beyond Syllabus Activities for Gap Mitigation**

No.	Type of the Activity	Activities	Details – no of attendees, guest, feedback, mark sheet, report
1	Interaction with Outside World	Guest Lecture / Workshops	Yes Ms Shilpa karkera(founder of Myra Technologies)
2		Industrial Visit	Yes- Nehru Science Center
3	Test and Assessments	Class Tests – (other than IA)	Yes
4		Mini Projects	Yes
5		Pop Quiz	Yes
6		Mobile App Based Quiz	
7		Open Book Test	Yes
8		Take Home Test	Yes
9	Collaborative and Group Activity	Poster Presentation	Yes
10		Minute Papers	
11		Students Seminar	
12		Students Debates	
13		Panel Discussion / Mock GD	
14		Mock Interview	
15	Co-curricular Courses	MOOC-NPTEL/Coursera Videos	Yes
16		Value Added Courses	Yes
17		Lecture Capture Usage	Yes

*** Do not delete any activity. Give details for planned events. Write 'NA' for activity Not Planned.**

Consolidated Academic Administration Plan Prepared by (mention all theory teaching faculty names with signature)

Janhavi V
Faculty 1 Name (Sign.)

Leena J
Faculty 2 Name (Sign.)

External Industry Mentor (Sign.)

External Academic Mentor (Sign.)

VSIT Cluster Mentor Name (Sign.)

Head of Dept. (Sign.)

VIDYALANKAR SCHOOL OF INFORMATION TECHNOLOGY

TEACHING LEARNING PLAN

M.Sc. Semester III 2020-21

Subject: Robotic Process Automation

Name of Faculty: Sanjeela Sagar

Lecture No.	Module No	Topic to be covered / BSA	Actual date of completion	Reference book / Video link
1	1.	Scope and techniques of automation		1/ https://www.youtube.com/watch?v=UYcTG7YLTQw&pbjreload=101
2		About UiPath		1
3		UiPath stack		1
4		Downloading and installing UiPath Studio, Learning UiPath Studio		1
5		Task recorder		1/ https://www.youtube.com/watch?v=QMBuyLMjOhM&list=PL41Y-9S9wmyJarNN2KnB4XudpT1yE1kVd&index=43&t=0s
6		Step-by-step examples using the recorder		1
7	2.	Sequencing the workflow		1
8		Activities		1
9		Control flow, various types of loops		1/

10		decision making		1
11		Step-by-step example using Sequence and Flowchart		1
12		Step-by-step example using Sequence and Control flow		1
13		Variables and scope, Collections		1
14		Arguments – Purpose and use		1
15		Data table usage with examples, Clipboard management		1
16		File operation with step-by-step example, CSV/Excel to data table and vice versa (with a step-by-step example)		1/ https://www.youtube.com/watch?v=IVX5JNfmpC4&list=PL41Y-9S9wmyJarNN2KnB4XudpT1yE1kVd&index=61
17	3.	Finding and attaching windows, Finding the control, Techniques for waiting for a control		1
18		Act on controls – mouse and keyboard activities		1
19		Working with UiExplorer,		1

		Handling events, Revisit recorder, Screen Scraping		
20		When to use OCR, Types of OCR available		1/ https://www.youtube.com/watch?v=kI0pcDhhelI&list=PL41Y-9S9wmyJarNN2KnB4XudpT1yE1kVd&index=133&t=0
21		How to use OCR, Avoiding typical failure points		1
22		Terminal plugin		1
23		SAP automation, Java plugin		1
24		Citrix automation, Mail plugin, PDF plugin		1
25		Web integration, Excel and Word plugins		1
26		Credential management, Extensions – Java, Chrome, Firefox, and Silverlight		1
27	4.	What are assistant bots?		1
28		Monitoring system event triggers		1
29		Hotkey trigger, Mouse trigger		1
30		System trigger		1
31		Monitoring image and		1

		element triggers		
32		An example of monitoring email, Example of monitoring a copying event and blocking it		1
33		Launching an assistant bot on a keyboard event		1
34		Exception handling		1
35		Common exceptions and ways to handle them		1/ https://www.youtube.com/watch?v=1rbQs_L3NTU&list=PL41Y-9S9wmyJarNN2KnB4XudpT1yE1kVd&index=77
36		Logging and taking screenshots, Debugging techniques		1
37		Collecting crash dumps, Error reporting		1
38	5.	Project organization, Nesting workflows		1
39		Reusability of workflows, Commenting techniques		1
40		State Machine, When to use Flowcharts, State Machines, or Sequences		1
41		Using config files and examples of a config file,		1/ https://www.youtube.com/watch?v=CbqQi2Z1bmc&list=PL41Y-9S9wmyJarNN2KnB4XudpT1yE1kVd&index=94

		Integrating a TFS server		
42		Publishing using publish utility		1
43		Overview of Orchestration Server, Using Orchestration Server to control bots		1
44		Using Orchestration Server to deploy bots		1
45		License management, Publishing and managing updates		1

Reference Books:

Sr. No.	Title	Author/s	Publisher	Edition	Year
1.	Learning Robotic Process Automation	Alok Mani Tripathi	Packt	1st	2018
2.	Robotic Process Automation Tools, Process Automation and their benefits: Understanding RPA and Intelligent Automation	Srikanth Merianda	Createspace Independent Publishing	1st	2018
3.	The Simple Implementation Guide to Robotic Process Automation (Rpa): How to Best Implement Rpa in an Organization	Kelly Wibbenmeyer	iUniverse	1st	2018

VIDYALANKAR SCHOOL OF INFORMATION TECHNOLOGY

TEACHING LEARNING PLAN

M.Sc. Semester III 2020-21

Sub: Machine Learning - PSIT303a

Name of Faculty: Beena Kapadia

Lecture No.	Module No	Topic to be covered / BSA	Actual date of completion	Reference book / Video link
1	Unit – I - 1	Introduction: Machine learning, Examples of Machine Learning Problems,	24/8	Coursera link
2	2	Structure of Learning, learning versus Designing, Training versus Testing, Characteristics of Machine learning tasks,	25/8	Ref: 1, ch: 1
3	3	Machine learning Models: Geometric Models,	31/8	Ref: 1, ch: 1
4	4	Logical Models,	7/9	Ref: 1, ch: 1
5	5	Probabilistic Models.	8/9	Ref: 1, ch: 1
6	6	Features: Feature types,	10/9	Ref: 1, ch: 1
7	7	Feature Construction and Transformation, Feature Selection.	15/9	Ref: 1, ch: 1
8	8	revision	21/9	Ref: 1, ch: 1
9	9	Viva	22/9	Ref: 1, ch: 1
10	Unit II - 1	Classification and Regression: Classification: Binary Classification- Assessing Classification performance,	28/9	Ref: 1, ch: 2
	2	Assessing Classification performance,	29/9/2020	Ref: 1, ch: 2
11	2	Class probability Estimation Assessing class probability Estimates,	5/10/2020	Ref: 1, ch: 2
12	3	Multiclass Classification.	6/10/2020	Ref: 1, ch: 2
13	4	Regression: Assessing performance of Regression- Error measures,	7/10/2020	Ref: 1, ch: 3
14	5	Overfitting- Catalysts for Overfitting,	20/10/2020	Ref: 1, ch: 3
15	6	Case study of Polynomial Regression.	24/10/2020	Ref: 1, ch: 3

16	7	Theory of Generalization: Effective number of hypothesis,	4/11/2020	Ref: 1, ch: 3
17	8	Bounding the Growth function,	6/11/2020	Ref: 1, ch: 3
18	9	VC Dimensions,	24/10/2020	Ref: 1, ch: 3
19	10	Regularization theory	10/11/2020	Ref: 1, ch: 3
20	Unit – III – 1	Linear Models: Least Squares method,	12-11-2020	Ref: 1, ch: 7
21	2	Multivariate Linear Regression,	08 12-2020	Ref: 1, ch: 7
22	3	Regularized Regression,	10-12-2020	Ref: 1, ch: 7
23	4	Using Least Square regression for Classification.	16-12-2020	Ref: 1, ch: 7
24	5	Perceptron,	17-12-2020	Ref: 1, ch: 7
25	6	Support Vector Machines,		Ref: 1, ch: 7
26	7	Soft Margin SVM,	22-12-2020	Ref: 1, ch: 7
27	8	Obtaining probabilities from Linear classifiers,	23-12-2020	Ref: 1, ch: 7
28	9	Kernel methods for non-Linearity.	29-12-2020	Ref: 1, ch: 7
29	Unit – IV - 1	Logic Based and Algebraic Model: Distance Based Models: Neighbours and Examples,	04-01-2021	Ref: 1, ch: 6
30	2	Nearest Neighbours Classification,		Ref: 1, ch: 6
31	3	Distance based clustering-K means Algorithm,	08-01-2021	Ref: 1, ch: 6
32	4	Hierarchical clustering,		Ref: 1, ch: 6
33	5	Rule Based Models: Rule learning for subgroup discovery,	08-01-2021	Ref: 1, ch: 8
34	6	Association rule mining.	12-01-2021	Ref: 1, ch: 8
35	7	Tree Based Models: Decision Trees,	15-01-2021	Ref: 1, ch: 8
36	8	Ranking and Probability estimation Trees,		Ref: 1, ch: 8
37	9	Regression trees,		Ref: 1, ch: 8
38	10	Clustering Trees.		Ref: 1, ch: 8
39	Unit – V - 1	Probabilistic Model: Normal Distribution and Its Geometric Interpretations,		Ref: 1, ch: 9
40	2	Naïve Bayes Classifier,		Ref: 1, ch: 9

41	3	Discriminative learning with Maximum likelihood,		Ref: 1, ch: 9
42	4	Probabilistic Models with Hidden variables: Estimation-Maximization Methods,		Ref: 1, ch: 9
43	5	Gaussian Mixtures,		Ref: 1, ch: 9
44	6	and Compression based Models.		Ref: 1, ch: 9
45	7	Trends In Machine Learning : Model and SymbolsBagging and Boosting,		Ref: 1, ch: 9
46	8	Multitask learning,		Ref: 1, ch: 9
47	9	Online learning and Sequence Prediction,		Ref: 1, ch: 9
48	10	Data Streams and Active Learning,		Ref: 1, ch: 9
49	11	Deep Learning,		Ref: 1, ch: 10
50	12	Reinforcement Learning.		Ref: 1, ch: 11

Reference Books:

Sr. No.	Title	Author/s	Publisher	Edition	Year
1	Machine Learning: The Art and Science of Algorithms that Make Sense of Data	Peter Flach	Cambridge University Press		2012
2	Introduction to Statistical Machine Learning with Applications in R	Hastie, Tibshirani, Friedman	Springer	2nd	2012
3	Introduction to Machine Learning	Ethem Alpaydin	PHI	2nd	2013

Video link:

Coresera: <https://www.coursera.org/learn/machine-learning/>

Version 2020-2021

The academic resources available in VSIT –

VMIS (ERP)	V-Refer and V-Live	VSIT Library	VAC & MOOC Courses
Institute & Department Vision and Mission	Former IA question papers and solutions (prepared by faculty)	Former IA question papers solutions - hardcopy	Value Added Courses (VAC) are conducted throughout the semester & in the semester break - Enrol for the VACs
Program Educational Objectives (PEO)	MU end semester examination question papers and solutions (prepared by faculty)	MU end semester exam question paper & solutions - by faculty, hardcopy	
Program Specific Outcome (PSO)	Class notes and Digital Content for the subject (scanned / typed by faculty)	All text books, reference books, e -books mentioned in the syllabus & AAP	Online courses from NPTEL, Coursera etc. are pursued throughout the semester - Register for the course & get certified
Program Outcome (PO)	Comprehensive question bank, EQ, GQ, PPT, Class Test papers	Technical journals and magazines for reference	
Departmental Knowledge Map	Academic Administration Plan & Beyond Syllabus Activity report	VSIT library is member of IIT Bombay Library	Watch former lectures captured in LMS at VSIT

1.a Course Objectives (write in detail – follow NBA guideline in this regard)

Cognitive	What do you want students to know?	<ul style="list-style-type: none"> To learn basic economic concepts related to macroeconomics. To use basic economic principles to analyze the macro-economy. To use basic economic principles to be able to predict how changes in policy are expected to impact the economy.
Affective	What do you want students to think / care about?	Students should learn the theory while connecting it to the real economy. For that purpose they need to think any macroeconomic issues from Indian economic point of view.
Behavioural	What do you want students to be able to do?	Students will be able to show that they understand economic concepts such as scarcity, GDP accounting, unemployment, inflation, aggregate demand/supply, real and nominal interest rates, fiscal policy; applying models such as demand and supply to determine quantity and price in markets, and various macro models to determine real GDP and price levels, and to analyze the effects of fiscal and monetary policy.

1.b Course Outcome (CO) Statements and Module-Wise Mapping (follow NBA guideline)

CO No.	Statements	Related Module/s
CO1	<ul style="list-style-type: none"> Understand why household, business, government and global behavior determine the aggregate demand for goods and services Understand the basics of national income accounting 	UNIT I
CO2	<ul style="list-style-type: none"> Explain the differences between the classical and Keynesian approaches to understanding the macro economy, including the political implications of each approach and the role of an activist fiscal policy in the Keynesian approach. 	UNIT II
CO3	<ul style="list-style-type: none"> Explain public goods, externalities, and government interventions using public finance theories. 	UNIT III

CO4	<ul style="list-style-type: none"> Understand the various reasons why countries engage in international trade, including the direction and volume of trade between nations. 	UNIT IV
CO5		

1.c Mapping of COs with POs (mark S: Strong, M: Moderate, W: Weak, Dash ‘-’: not mapped)

	PO 1	PO 2	PO 3	PO 4	PO 5	PO 6	PO 7	PO 8	PO 9	PO 10	PO 11	PO 12
CO 1	M	S	S	S	S	S						
CO 2	M	S	S	S	S	S						
CO 3	M	S	S	S	S	S						
CO 4	M	S	S	S	S	S						
CO 5												

1.d Mapping of COs with PSOs (mark S: Strong, M: Moderate, W: Weak, Dash ‘-’:not mapped)

	PSO 1	PSO 2	PSO 3	PSO 4
CO 1				
CO 2				
CO 3				
CO 4				
CO 5				

1.e Teaching and Examination Scheme (As specified by the University) for the Course

Categories	Mathematics	Computing / IT / Electronics	Humanities & Soft Skill	Social Sciences	Commerce	Management	Multidisciplinary
Tick suitable category							

Subject Code	Subject Name	Teaching Scheme			Credits Assigned			
		Theory	Practical	Tutorial	Theory	TW/Practical	Tutorial	Total

Subject Code	Subject Name	Examination Scheme							
		Theory Marks IA Test			End Sem. Exam Marks	TW	Practical	Oral	Total
		IA 1	IA 2	Average of IA1 and IA2					
	BUSINESS ECONOMICS II	25			75				100

1.f Faculty-Wise Distribution of all Lecture-Practical-Tutorial Hours for the Course

Divisions	Lecture (Hrs.)	Practical (Hrs.)				Tutorial (Hrs.)			
		Batch 1	Batch 2	Batch 3	Batch 4	Batch 1	Batch 2	Batch 3	Batch 4
A	3.33								

B									
C									
D									
E									
F									

1.g Office Hours (Faculty will be available in office in this duration for solving students' query)

Division	Day	Time (at least 1 Hr. / Division)	Venue (Office Room No.)
A	MONDAY	12.30 PM – 1.30 PM	READING ROOM
B			
C			

2.a Syllabus : Module Wise Teaching Hours and % Weightage in University Question Paper

Module No.	Module Title and Brief Details	Teaching Hrs. for each module	% Weightage in University Question Papers
1	Introduction to Macroeconomics	12.5	25%
2	Money, Inflation and Monetary Policy	12.5	25%
3	Constituents of Fiscal Policy	12.5	25%
4	Open Economy: Theory and Issues of International Trade	12.5	25%
5			
* Insert rows for more modules in the Course		Total	50 hrs
			100%

2.b Prerequisite Courses

No.	Semester	Name of the Course	Topic/s
1	I	Microeconomics	All
2			
3			

2.c Relevance to Future Courses

No.	Semester	Name of the Course

1	VI	BAF
2	I, II	M.COM
3		

2.d Real Life Application Mapping – Mention Application from Very Common Day to Day Life

No.	Real Life Application Mapping with the Course
1	Causes and consequences of inflation and deflation; its relevance to business decisions.
2	Government economic policies including the Budget (“fiscal policy”), interest rates (“monetary policy”) and supply side policies and how and why they have direct relevance to business decision making.
3	Exchange rates and their impact on business performance.

3. Past Results – Division-Wise and Topic-Wise Result Based Analysis

Details	Target – Dec 2019	Dec 2018	Dec 2017	Dec 2016
Course Passing % – Average of 3 Divisions	92%	89%	92%	89
Marks Obtained by Course Topper (mark/100)		94	90	

Year	Division A		Division B		Division C	
	Initials of Teacher	% Result	Initials of Teacher	% Result	Initials of Teacher	% Result
Dec 2019	SHH, KK	92%	SHH, KK	75%	SGN	85%
Dec 2018	SGN	97%	SGN	75%	SGN	86%
Dec 2017	SGN	98%	SGN	75%	SGN	86%

Topics which affect results negatively	Module Number	Recommendations to overcome these issues & improve result in future
Quantity Theory of Money Monetary Policy	II	Work on student’s understanding, writing assignments
Theories of International Trade	IV	Take more sessions and repetitive lectures Role play may help

4 All the Learning Resources – Books and E-Resources

4.a List of Text Books (T – Symbol for Text Books) to be Referred by Students

Sr. No	Text Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Modern Economics	Ahuja. H.L	S.Chand Company Ltd		I, II, III, IV
2	Macro Economics: Theory and Policy	Dwivedi, D.N.	Tata-Mac Graw Hill,		I, II, III, IV
3	Principles of Economics	Jhingan, M.L	Vrinda Publications (P) Ltd		I, II, III, IV

4					
5					
6					

4.b List of Reference Books (R – Symbol for Reference Books) to be Referred by Students

Sr. No	Reference Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Modern Economics	Ahuja. H.L	S.Chand Company Ltd		I, II, III, IV
2	Macro Economics: Theory and Policy	Dwivedi, D.N.	Tata-Mac Graw Hill,		I, II, III, IV
3	Principles of Economics	Jhingan, M.L	Vrinda Publications (P) Ltd		I, II, III, IV
4	Macroeconomics	Dornbush , Fisher and Startz,	Tata-Mac Graw Hill		I, II, III, IV
5	International Economics	Salvatore Dominick	John Wiley & sons, Inc Singapore		IV
6	Public finance in Theory and Practice	Singh.S.K.	S.Chand &co Pvt Ltd, New Delhi		

4.c List of E - Books (E – Symbol for E-Books) to be Referred by Students

Sr. No	E- Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Essentials of Macroeconomics	Peter Jochumzen	Ventus Publishing		I, II, III, IV
2	Macroeconomics	GLENN HUBBARD TONY O'BRIEN ANNE GARNETT	Pearson Australia	3rd	I, II, III, IV
3	Macroeconomics	N. Gregory Mankiw	Worth publishers	9th	1, II
4					

4.d Web Links and Names of Magazines, Journals, E-journals – [VIT is member of IIT Bombay Library]

Refer online journals subscribed in VIT library. You can also access IIT Bombay online library for journals from IITB campus.

Sr. No.	Web-Links and Names of Journals and E-Journals Recommended to Students for this Course	Web-Links and Names of Magazines Recommended to Students for this Course	Module Nos.
1	Journal of Macroeconomics	https://www.journals.elsevier.com/journal-of-macroeconomics	
2	Economist	https://www.economist.com/topics/inflation	II
3			
4			
5			
6			

4.e Module Best Available in - Tick the best resource [from 4.a to 4.d in this AAP] & give details

Module No.	Category (Please Tick Mark) - √						Available In VIT Library?		Details of the Resource (i.e. Name, Chapter & Page No., etc.)
	Book			Magazine	Journals		Y	N	
	Text	Reference	E-Book		Regular	E-Journal			
1	√	√	√						
2	√	√	√						
3	√	√	√						
4	√	√	√						
5									
6									
7									
8									
9									
10									

4.f Web Links for Online Notes/YouTube/VIT Digital Content/VIT Lecture Capture/NPTEL Videos

Students can view lectures by VIT professors, captured through LMS 'Lecture Capture' in VIT campus for previous years.

No.	Websites / Links	Module Nos.
1	https://nptel.ac.in/courses/109104073/	All
2	https://www.youtube.com/watch?v=8ow-vckJ6IE	IV
3	https://www.youtube.com/watch?v=8VIwleNB2fI	III
4	https://www.youtube.com/watch?v=8wHgmDscWRQ	II
5		
6		
7		
8		
9		
10		

4.g Recommended MOOC Courses like Coursera / NPTEL / MIT-OCW / edX etc.

Sr. No.	MOOC Course Link	Course conducted by – Person / University / Institute / Industry	Course Duration	Certificate (Y / N)
1	The Power of Macroeconomics: Economic Principles in the Real World https://www.mooc-list.com/course/power-macroeconomics-economic-principles-real-world-coursera	Created by: University of California, Irvine Delivered by: Coursera Taught by: Peter Navarro	13 weeks	Yes Paid
	https://swayam.gov.in/course/4183-macroeconomics-theory MACROECONOMICS THEORY	Created by: Dr.P. P. Prajapati Prajapati Gujarat University	12 weeks	Yes

4.h Recommended Value Added Courses (VAC)

Sr. No.	Name of the Value Added Course	Conducted by – Person / Institute / Industry	Course Duration	Certificate (Y / N)
1				

4.i Study Material Distributed among Students

Tick if distributed among students					
GQ	Notes	Digital Content	PPT	EQ (updated till the Last Exam)	Other (Write Details)
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	

5. Consolidated Course Lesson Plan

	From (date/month/year)	From (date/month/year)	Total Number of Weeks
Semester Duration	17.06.2018	17.10.2018	14

Week	Lecture no.	Module No.	Lecture Topics / IA 1 and IA 2 / BSA planned to be covered	Actual date of Completion	COs	Recommended Prior Viewing / Reading	
						Lecture No. (on LMS)	Chapter No. / Page Nos./ Books/ Web Site
1	1	I	Introduction to the Course				
	2		Macroeconomics: Meaning, Scope and Importance				
	3	I	Circular Flow of Income and Expenditure				
2	4	I	Circular Flow of Income and Expenditure				
	5		National Income Accounting				
	6	I	National Income Accounting				
3	7	I	Features and Phases of Trade Cycles				
	8		Keynesian Principle of Effective Demand				
	9	I	Aggregate Demand and Aggregate Supply				
4	10		Consumption Function				
	11		Investment function				
	12	I	Investment Multiplier				

5	13	II	Money, Inflation, and Monetary Policy				
	14						
	15		Determinants of Money Supply Velocity Circulation of Money				
6	16		Demand for Money- Classical, Keynesian				
	17		Keynes' liquidity preference theory of interest				
	18		Quantity theory of money				
7	19		Cambridge cash balance approach				
	20		Demand Pull Inflation and Cost Push Inflation				
	21		Effects of Inflation				
8	22		Nature of inflation in a developing economy (CASE STUDY)				
	23		Meaning, objectives and instruments of Monetary Policy				
	24		Meaning, objectives and instruments of Monetary Policy				
9	25		Public Goods				
	26		Principles of Sound and Functional Finance				
	27		Fiscal Policy: Meaning, Objectives - Contra cyclical Fiscal Policy and Discretionary Fiscal Policy				
10	28		Canons of taxation - Factors influencing				

	29		incidence of taxation				
	30		Public Expenditure				
11	31		Public Debt				
	32		Public Debt				
	33		Union budget -Structure- Deficit				
12	34		Fiscal Responsibility and Budget Management Act				
	35		Discussion				
	36		International Trade Theory				
13	37		Ricardo Comparative Cost Theory				
	38						
	39		Heckscher- Ohlin Theory				
14	40		Terms of Trade				
	41		Determinants of Terms of Trade				
	42		Free Trade Vs Protectionism				
15	43		Foreign Portfolio Investment				
	44		Foreign Direct Investment				
	45		Role of MNCs Balance of Payment				
16	46		Disequilibrium of BOP				

	47		Disequilibrium of BOP				
	48		Foreign Exchange- Spot and Forward				
17	49		Hedging, Speculation, Arbitrage				
	50		Fixed and Flexible Exchange Rate				

6. Rubric for Grading and Marking of Term Work (inform students at the beginning of semester)

Lecture + Practical (% Attendance) & Marks	Assignments	Tutorial	Lab / Practical Performance	Lab Journal Assessment	Class Tests (Other than IA)	Other (1) specify	Other (2) specify	Total
	2.5				2.5			5

7. Assignments / Tutorials Details (must attach print out of all questions together with AAP)

Assignment No.	Title of the Assignments / Tutorials	CO Map	Assignments given to Students on	Date of Submission
1	Circular Flow of Income	I	2 st week June	
2	Quantity Theory of Money	II	2 nd week of July	
3	Fiscal Policy	III	3 rd week of August	
4	Balance of Payment	IV	3 rd week of September	

Analysis of Assignment / Tutorial Questions and Related Resources

Assignment No.	Week No.	Type* (√)			Module No.	Based on #			Question Type (√)	
		R	UQ	OBT		Text Book	Reference Book	Other Learning Resource	MU EQ	Thought Provoking
1			√		I	√				
2		√			II			√	√	
3				√	III		√			
4				√	IV					
5										
6										
7										
8										
9										
10										

* Tick (√) the Type of the Assignment: Regular (R); Unannounced Quiz (UQ) ; Open Book Test for TY/SY/MASTERS (OBT)
 # Write number for Text book, reference book, other learning resource from this AAP – from Points 4.a to 4.d

8. Internal Assessment / Other Class Test / Open Book Test (OBT)/Take Home Test (THT) Details

Tests	Test Dates	Module No.	CO Map	IA Question Paper Pattern	Policy
1 st IA Test				Q1 – MCQ - 10 Marks Q2 – 1 numerical 5 Marks Q3 – 1 numerical 5 Marks 20 marks each for IA 1 & 2	No IA Re-test
2 nd IA Test					IA is a Head of passing *
Pop Quiz					
Open Book Test					
Take Home Test					
Class tests / prelims					
Class tests / prelims					
Any other test/exams					

* IA failures will have to appear for re-test in next semester

9.a Practical Activities – Regular Experiments

Practical No.	Module No.	Title of the Regular Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1					
2					
3					
4					
5					
6					
7					
8					
9					
10					

9.b Practical Activities – Newly Added Experiments

Practical No.	Module No.	Title of the Newly Added Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1					
2					

9.c Practical Activities – PBL Experiments

Practical No.	Module No.	Title of the PBL Experiments	Concepts to be highlighted	CO Map	Audit / Quality (0 to 4)
1					
2					

10. Beyond Syllabus Activities for Gap Mitigation

No.	Type of the Activity	Activities	Details – no of attendees, guest, feedback, mark sheet, report
1	Interaction with Outside World	Guest Lecture / Workshops	
2		Industrial Visit	
3	Test and Assessments	Class Tests – (other than IA)	<input checked="" type="checkbox"/>
4		Mini Projects	<input checked="" type="checkbox"/>
5		Pop Quiz	<input checked="" type="checkbox"/>
6		Mobile App Based Quiz	<input checked="" type="checkbox"/>
7		Open Book Test	<input checked="" type="checkbox"/>
8		Take Home Test	<input checked="" type="checkbox"/>
9	Collaborative and Group Activity	Poster Presentation	<input checked="" type="checkbox"/>
10		Minute Papers	<input checked="" type="checkbox"/>
11		Students Seminar	<input checked="" type="checkbox"/>
12		Students Debates	
13		Panel Discussion / Mock GD	
14		Mock Interview	
15	Co-curricular Courses	MOOC-NPTEL/Coursera Videos	
16		Value Added Courses	
17		Lecture Capture Usage	

*** Do not delete any activity. Give details for planned events. Write 'NA' for activity Not Planned.**

Consolidated Academic Administration Plan Prepared by (mention all theory teaching faculty names with signature)

Faculty 1 Name (Sign.)

Faculty 2 Name (Sign.)

Faculty 3 Name (Sign.)

External Industry Mentor (Sign.)

External Academic Mentor (Sign.)

VSIT Cluster Mentor Name (Sign.)

Head of Dept. (Sign.)

Version 2020-21

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Institute & Department Vision and Mission	Former IA question papers and solutions (prepared by faculty)	Former IA question papers solutions - hardcopy	Value Added Courses (VAC) are conducted throughout the semester & in the semester break - Enrol for the VACs
Program Educational Objectives (PEO)	MU end semester examination question papers and solutions (prepared by faculty)	MU end semester exam question paper & solutions - by faculty, hardcopy	
Program Specific Outcome (PSO)	Class notes and Digital Content for the subject (scanned / typed by faculty)	All text books, reference books, e -books mentioned in the syllabus & AAP	Online courses from NPTEL, Coursera etc. are pursued throughout the semester - Register for the course & get certified
Program Outcome (PO)	Comprehensive question bank, EQ, GQ, PPT, Class Test papers	Technical journals and magazines for reference	
Departmental Knowledge Map	Academic Administration Plan & Beyond Syllabus Activity report	VSIT library is member of IIT Bombay Library	Watch former lectures captured in LMS at VSIT

1.a Course Objectives (write in detail – follow NBA guideline in this regard)

Cognitive	What do you want students to know?	Identification of various incomes and Basic calculation of Total Income
Affective	What do you want students to think / care about?	Income tax filing and various tax laws related to computation of total income
Behavioural	What do you want students to be able to do?	Career in taxation, consultant in Direct taxation, e-filing

1.b Course Outcome (CO) Statements and Module-Wise Mapping (follow NBA guideline)

CO No.	Statements	Related Module/s
CO1	Income tax Act wrt definitions of Taxation terms, identifying residential status of an individual	Unit 1
CO2	Know various heads of income, exceptional income and deductions given for every head of income	Unit 2
CO3	Deductions under chapter VI A	Unit 3
CO4	Computation of total income, tax and e-filing of income tax returns	Unit 4

hhyu1.c Mapping of COs with POs (mark S: Strong, M: Moderate, W: Weak, Dash '-': not mapped)

	PO 1	PO 2	PO 3	PO 4	PO 5	PO 6	PO 7	PO 8	PO 9	PO 10	PO 11	PO 12
CO 1	S	S	S	M	M	S						
CO 2	M	S	S	M	M	S						
CO 3	M	M	S	M	M	S						
CO 4	S	S	M	S	S	S						
CO 5												

1.d Mapping of COs with PSOs (mark S: Strong, M: Moderate, W: Weak, Dash '-':not mapped)

	PSO 1	PSO 2	PSO 3	PSO 4
CO 1				
CO 2				
CO 3				
CO 4				
CO 5				

1.e Teaching and Examination Scheme (As specified by the University) for the Course

Categories	Mathematics	Computing / IT / Electronics	Humanities & Soft Skill	Social Sciences	Commerce	Management	Multidisciplinary
Tick suitable category					✓		

Subject Code	Subject Name	Teaching Scheme			Credits Assigned			
		Theory	Practical	Tutorial	Theory	TW/Practical	Tutorial	Total
UBAF306	Direct Taxation	75			3			3

Subject Code	Subject Name	Examination Scheme							
		Theory Marks IA Test			End Sem. Exam Marks	TW	Practical	Oral	Total
		IA 1	IA 2	Average of IA1 and IA2					
UBAF306	Direct taxation	20			75			05	100

1.f Faculty-Wise Distribution of all Lecture-Practical-Tutorial Hours for the Course

Divisions	Lecture (Hrs.)	Practical (Hrs.)				Tutorial (Hrs.)			
		Batch 1	Batch 2	Batch 3	Batch 4	Batch 1	Batch 2	Batch 3	Batch 4
A	50								
B	50								
C	50								

1.g Office Hours (Faculty will be available in office in this duration for solving students' query)

Division	Day	Time (at least 1 Hr. / Division)	Venue (Office Room No.)
A	Monday	12.30 pm to 1.30 pm	X-011
B	Tuesday	12.30 pm to 1.30 pm	X-011
C	Wednesday	12.30 pm to 1.30 pm	X-011

2.a Syllabus : Module Wise Teaching Hours and % Weightage in University Question Paper

Module No.	Module Title and Brief Details	Teaching Hrs. for each module	% Weightage in University Question Papers	
1	Basic Concepts	8	Equal	
2	Heads of income	30		
3	Deductions Under Ch-VI A	2		
4	Computation of Total Income	10		
* Insert rows for more modules in the Course		Total	50	100

2.b Prerequisite Courses

No.	Semester	Name of the Course	Topic/s
1	II	BAF	Taxation I: Indirect Taxes

2.c Relevance to Future Courses

No.	Semester	Name of the Course
1	IV	BAF
2	IV	MCOM
3	II	MBA

2.d Real Life Application Mapping – Mention Application from Very Common Day to Day Life

No.	Real Life Application Mapping with the Course
1	To understand the current issues & its legal compliances
2	To understand about provisions which will help them at the time of internship/projects/job

3. Past Results – Division-Wise and Topic-Wise Result Based Analysis

Details	Target – Nov 2020	Nov 19	Nov 18	Nov 17
Course Passing % – Average of 3 Divisions	100%	84.26%	95.91%	
Marks Obtained by Course Topper (mark/100)	95	88	93	

	Division A		Division B		Division C	
Year	Initials of Teacher	% Result	Initials of Teacher	% Result	Initials of Teacher	% Result
Nov 19	PAN	83.82%	PAN	84.85%	PAN	84.13%

Topics which affect results negatively	Module Number	Recommendations to overcome these issues & improve result in future
Legal terms	1-4	Written assignments & remembering through charts
Business/ Profession	2	Case studies and more practice of sums

4 All the Learning Resources – Books and E-Resources

4.a List of Text Books (T – Symbol for Text Books) to be Referred by Students

Sr. No	Text Book Titles	Author/s	Publisher	Edition	Module Nos.
1	A Student's Guide to Income tax	V.S. Datey	Taxmann		1-4

4.b List of Reference Books (R – Symbol for Reference Books) to be Referred by Students

Sr. No	Reference Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Income tax Act, 1961	Bare Act			1-4
2	Direct Taxes	Dr. Singhania	taxmann		1-4
3	Direct taxes law & practice(amendment act 2019)	Vinod S & Kapil S	taxmann	professional	1 to 4
4	Direct taxes ready recknor	Dr. Singhania	taxmann	42 nd	1 to 4

4.c List of E - Books (E – Symbol for E-Books) to be Referred by Students

Sr. No	E- Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Digital Content (live.vsit.edu.in)	Mr. Shreyas Bondre	VSIT		1-4
2	Direct tax laws quick insights	Chakravarthi Murali	Kindle		1 to 4
3	Taxmann's Direct Taxes Ready Recknor	Dr. Vinod Singhania	Kindle	43rd	1 to 4
4	Fast track quick revision I T for AY 2020-21	CS K.K.Agrawal	Kindle		1 to 4

4.d Web Links and Names of Magazines, Journals, E-journals – [VIT is member of IIT Bombay Library]

Refer online journals subscribed in VIT library. You can also access IIT Bombay online library for journals from IITB campus.

Sr. No.	Web-Links and Names of Journals and E-Journals Recommended to Students for this Course	Web-Links and Names of Magazines Recommended to Students for this Course	Module Nos.
1	https://www.mondaq.com/india	https://www.indiatoday.in	All
2	Income tax india.gov.in	https://www.thehindubusinessline.com	All
3	ICAI	https://taxadda.com/gst-income-tax-update	All
4	ICMI		

4.e Module Best Available in - Tick the best resource [from 4.a to 4.d in this AAP] & give details

Module No.	Category (Please Tick Mark) - ✓						Available In VIT Library?		Details of the Resource (i.e. Name, Chapter & Page No., etc.)
	Book			Magazine	Journals		Y	N	
	Text	Reference	E-Book		Regular	E-Journal			
1	✓	✓	✓				Y		Unit 1
2	✓	✓	✓				Y		Unit 2
3	✓	✓	✓				Y		Unit 3
4	✓	✓	✓				Y		Unit 4

4.f Web Links for Online Notes/YouTube/VIT Digital Content/VIT Lecture Capture/NPTEL Videos

Students can view lectures by VIT professors, captured through LMS 'Lecture Capture' in VIT campus for previous years.

No.	Websites / Links	Module Nos.
1	Digital Content (live.vsit.edu.in)	1- 4
2	https://www.classcentral.com/course/swayam-direct-tax-laws-and-practice	1-4
3	www.icmai.in	1 – 4

4.g Recommended MOOC Courses like Coursera / NPTEL / MIT-OCW / edX etc.

Sr. No.	MOOC Course Link	Course conducted by – Person / University / Institute / Industry	Course Duration	Certificate (Y / N)
1	Diploma in e-taxation	Institute of Professional Accountants	50 Hours	Y
2	https://www.udemy.com/course/how-to-file-online-income-tax-return-n/	Udemy – free course	2 hours	N
3	https://www.udemy.com/course/cpa-tax-prep/	Udemy – free course	2 hours	N
4	https://www.udemy.com/course/direct-taxation-in-india-a-comprehensive-study/	Udemy – paid course	24 hours	Y

4.h Recommended Value Added Courses (VAC)

Sr. No.	Name of the Value Added Course	Conducted by – Person / Institute / Industry	Course Duration	Certificate (Y / N)
1	Nil			

4.i Study Material Distributed among Students

Tick if distributed among students					
GQ	Notes	Digital Content	PPT	EQ (updated till the Last Exam)	Other (Write Details)
✓	✓	✓	✓	✓	

5. Consolidated Course Lesson Plan

	From (date/month/year)	To (date/month/year)	Total Number of Weeks
Semester Duration			17

Week	Lecture no.	Module No.	Lecture Topics / IA 1 and IA 2 / BSA planned to be covered	Actual date of Completion	Cos	Recommended Prior Viewing / Reading	
						Lecture No. (on LMS)	Chapter No. / Page Nos./ Books/ Web Site
1	1	1	Syllabus discussion, Income tax Act, Definition u/s 2 – Assesse, Assessment year ,previous year and Assessment		CO1		
	2	1	Definition u/s 2 – Person ,business and annual value, income, capital asset and transfer		CO1		
	3	1	Residential status – Basic conditions, additional conditions		CO1		
2	4	1	Practical sums on Residential status		CO1		
	5	1	Practical sums on Residential status		CO1		
	6	1	Scope of Total Income (early feedback)		CO1		
3	7	1	Practical sums on scope of total income		CO1		
	8	1	Practical sums on scope of total income, revision of unit 1 (quiz)		CO1		
	9	2	Income From House Property : Section 22 – 27, Including Section 2 – Annual Value		C02		
4	10	2	Four types of house property(SOP, LOP, DLOP, VLOP) Practical sums on Income From House Property		C02		
	11	2	Practical sums on Income From House Property		C02		
	12	2	Practical sums on Income From House Property		C02		

5	13	2	Practical sums on Income From House Property		C02		
	14	2	Practical sums on Income From House Property (mudiest point)		C02		
	15	2	Capital Gains : Section 45, 48, 49, 50, 54 and 55, Practical sums on Capital gains		C02		
6	16	2	Practical sums on Capital gains		C02		
	17	2	Practical sums on Capital gains (1 min paper)		C02		
	18	2	Practical sums on Capital gains		C02		
7	19	2	Practical sums on Capital gains		C02		
	20	2	Profits & Gains From Business & Profession : Vocation Section 28,31, 32, 36, 37, 40, 40A, 43B, 44AD, 44ADA & 44AE		C02		
	21	2	Practical sums on Profits & Gains From Business (P & I a/c)		C02		
8	22	2	Practical sums on Profits & Gains From Business (P & I a/c)		C02		
	23	2	Practical sums on Profits & Gains From Business (P & I a/c) (mudiest point)		C02		
	24	2	Practical sums on Profits & Gains From Business (P & I a/c)		C02		
9	25	2	Practical sums on Profits & Gains From Business (P & I a/c)		C02		
	26	2	Practical sums on Profits & Gains From Business (P & I a/c)		C02		
	27	2	Practical sums on Profits & Gains From Business (P & I a/c)		C02		
10	28	2	Income from Other Sources: Section 56 – 59		C02		
	29	2	Practical sums on income from other sources		C02		

	30	2	Practical sums on income from other sources		C02		
11	31	2	Practical sums on income from other sources (mudiest point)		C02		
	32	2	Head of Income – Income from Salary -Section 15 – 17, Including Section 10 Travel Concession, Special Allowance, Gratuity,		C02		
	33	2	Pension – Commutation, Leave Encashment, Compensation, Voluntary Retirement, Payment from Provident Fund		C02		
12	34	2	Practical sums on Salary income		C02		
	35	2	Practical sums on Salary income		C02		
	36	2	Practical sums on Salary income (1 min paper)		C02		
13	37	2	Practical sums on Salary income		C02		
	38	2	Practical sums on Salary income (quiz)		C02		
	39	3	Deductions under Chapter VI – A – meaning , 80 A- Restriction on claim in Chapter VI- A deductions		C03		
14	40	3	80 C ; 80CCC ; 80D; 80 DD ; 80E; 80 TTA; 80U		C03		
	41	3	Practical sums on Deductions		C03		
	42	3	Practical sums on Deductions (1 min paper)		C03		
15	43	4	Computation of Total Income – practical sums		C04		
	44	4	Computation of Total Income – practical sums		C04		
	45	4	Computation of Total Income – practical sums		C04		
16	46	4	Computation of Total Income – practical sums Poster presentation		C04		

	47	4	Computation of Total Income – practical sums		C04		
	48	4	Computation of Total Income – practical sums		C04		
17	49	4	Computation of Total Income – practical sums (mini project)		C04		
	50		University paper solution				

6. Rubric for Grading and Marking of Term Work (inform students at the beginning of semester)

Lecture + Practical (% Attendance) & Marks	Assignments	Tutorial	Lab / Practical Performance	Lab Journal Assessment	Class Tests (Other than IA)	Other (1) Specify	Other (2) specify	Total
	Assignment – 5 Marks							5

7. Assignments / Tutorials Details (must attach print out of all questions together with AAP)

Assignment No.	Title of the Assignments / Tutorials	CO Map	Assignments given to Students on	Date of Submission
1	Basic Concepts	CO1	3 rd Week	4 th Week
2	Heads of Income	CO2	5 TH Week	10 TH Week
3	Deductions Under Ch-VI A	CO3	11 th Week	12 th Week
4	Computation of Total Income	CO4	14 th week	15 th Week

✓ Analysis of Assignment / Tutorial Questions and Related Resources

Assignment No.	Week No.	Type* (✓)			Module No.	Based on #			Question Type (✓)	
		R	UQ	OBT		Text Book	Reference Book	Other Learning Resource	MU EQ	Thought Provoking
1	3	✓			1		✓			

2	5	✓			2		✓		
3	10	✓			3		✓		✓
4	14	✓			4		✓		

* Tick (✓) the Type of the Assignment: Regular (R); Unannounced Quiz (UQ) ; Open Book Test for TY/SY/MASTERS (OBT)
Write number for Text book, reference book, other learning resource from this AAP – from Points 4.a to 4.d

8. Internal Assessment / Other Class Test / Open Book Test (OBT)/Take Home Test (THT) Details

Tests	Test Dates	Module No.	CO Map	IA Question Paper Pattern	Policy
1 st IA Test	7 TH Week	1& 2		Q1 – MCQ - 10 Marks Q2 – 1 numerical 5 Marks Q3 – 1 numerical 5 Marks 20 marks each for IA 1 & 2	No IA Re-test
2 nd IA Test					IA is a Head of passing *
Pop Quiz	9 th week	2			
Open Book Test	6 th week	2			
Take Home Test	11 th week	All			

* IA failures will have to appear for re-test in next semester

9.a Practical Activities – Regular Experiments

Practical No.	Module No.	Title of the Regular Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1					

9.b Practical Activities – Newly Added Experiments

Practical No.	Module No.	Title of the Newly Added Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1					

9.c Practical Activities – PBL Experiments

Practical No.	Module No.	Title of the PBL Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)

1	2	Court Cases https://www.taxmann.com/blogpost/2000001740/25-best-income-tax-judgments-in-the-year-2018.aspx	Principles & Application	All	3
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10. Beyond Syllabus Activities for Gap Mitigation

No.	Type of the Activity	Activities	Details – no of attendees, guest, feedback, mark sheet, report
1	Interaction with Outside World	Guest Lecture / Workshops	Guest Lecture on Taxation
2		Industrial Visit	
3	Test and Assessments	Class Tests – (other than IA)	✓
4		Mini Projects	Visiting shops and know their IT returns
5		Pop Quiz	
6		Mobile App Based Quiz	✓
7		Open Book Test	✓
8		Take Home Test	✓
9		Collaborative and Group Activity	Poster Presentation
10	Minute Papers		✓
11	Students Seminar		
12	Students Debates		
13	Panel Discussion / Mock GD		NA
14	Mock Interview	NA	
15	Co-curricular Courses	MOOC-NPTEL/Coursera Videos	✓
16		Value Added Courses	NA
17		Lecture Capture Usage	✓

*** Do not delete any activity. Give details for planned events. Write 'NA' for activity Not Planned.**

Consolidated Academic Administration Plan Prepared by (mention all theory teaching faculty names with signature)

Faculty 1 Name (Sign.)

Faculty 2 Name (Sign.)

Faculty 3 Name (Sign.)

Prathma Nemane

External Industry Mentor (Sign.)

External Academic Mentor (Sign.)

VSIT Cluster Mentor Name (Sign.)

Head of Dept. (Sign.)

Version 2020-2021

The academic resources available in VSIT –

VMIS (ERP)	V-Refer and V-Live	VSIT Library	VAC & MOOC Courses
Institute & Department Vision and Mission	Former IA question papers and solutions (prepared by faculty)	Former IA question papers solutions - hardcopy	Value Added Courses (VAC) are conducted throughout the semester & in the semester break - Enrol for the VACs
Program Educational Objectives (PEO)	MU end semester examination question papers and solutions (prepared by faculty)	MU end semester exam question paper & solutions - by faculty, hardcopy	
Program Specific Outcome (PSO)	Class notes and Digital Content for the subject (scanned / typed by faculty)	All text books, reference books, e -books mentioned in the syllabus & AAP	Online courses from NPTEL, Coursera etc. are pursued throughout the semester - Register for the course & get certified
Program Outcome (PO)	Comprehensive question bank, EQ, GQ, PPT, Class Test papers	Technical journals and magazines for reference	
Departmental Knowledge Map	Academic Administration Plan & Beyond Syllabus Activity report	VSIT library is member of IIT Bombay Library	Watch former lectures captured in LMS at VSIT

1.a Course Objectives (write in detail – follow NBA guideline in this regard)

Cognitive	What do you want students to know?	Students should know the concept, working and importance of financial markets in depth.
Affective	What do you want students to think / care about?	Enable the students to understand the various technologies adopted in the operations of Financial markets
Behavioural	What do you want students to be able to do?	Students should get the practical link with the theoretical concept learned through this subject

1.b Course Outcome (CO) Statements and Module-Wise Mapping (follow NBA guideline)

CO No.	Statements	Related Module/s
CO1	Get clear picture of the overview of Financial System	Unit 1
CO2	Better understanding of Financial Markets	Unit 2
CO3	Students will be in a position to understand Financial Instruments	Unit 3
CO4	In depth view of Financial Services	Unit 4

1.c Mapping of COs with POs (mark S: Strong, M: Moderate, W: Weak, Dash '-': not mapped)

	PO 1	PO 2	PO 3	PO 4	PO 5	PO 6	PO 7	PO 8	PO 9	PO 10	PO 11	PO 12
CO 1	S	M	M	S	M	M	-	-	-	-	-	-
CO 2	S	M	S	S	M	S	-	-	-	-	-	-
CO 3	S	M	M	S	M	S	-	-	-	-	-	-
CO 4	S	M	S	S	M	M	-	-	-	-	-	-

1.d Mapping of COs with PSOs (mark S: Strong, M: Moderate, W: Weak, Dash '-':not mapped)

	PSO 1	PSO 2	PSO 3	PSO 4
CO 1				
CO 2				
CO 3				
CO 4				

1.e Teaching and Examination Scheme (As specified by the University) for the Course

Categories	Mathematics	Computing / IT / Electronics	Humanities & Soft Skill	Social Sciences	Commerce	Management	Multidisciplinary
					✓		

Subject Code	Subject Name	Teaching Scheme			Credits Assigned			
		Theory	Practical	Tutorial	Theory	TW/Practical	Tutorial	Total
BAF	Financial Market operations	75			3			3

Subject Code	Subject Name	Examination Scheme							
		Theory Marks IA Test			End Sem. Exam Marks	TW	Practical	Oral	Total
		IA 1	IA 2	Sum of IA1 and IA2					
BAF	Financial Market operations	20	05	25	75				100

1.f Faculty-Wise Distribution of all Lecture-Practical-Tutorial Hours for the Course

Divisions	Lecture (Hrs.)	Practical (Hrs.)				Tutorial (Hrs.)			
		Batch 1	Batch 2	Batch 3	Batch 4	Batch 1	Batch 2	Batch 3	Batch 4
A	2.5	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.
B	2.5	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.
C	2.5	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.

1.g Office Hours (Faculty will be available in office in this duration for solving students' query)

Division	Day	Time (at least 1 Hr. / Division)	Venue (Office Room No.)
A	WEDNESDAY	12:30 TO 1:30	X-011
B	THURSDAY	12:30 TO 1:30	X-011
C	FRIDAY	12:30 TO 1:30	X-011

2.a Syllabus: Module Wise Teaching Hours and % Weightage in University Question Paper

Module No.	Module Title and Brief Details	Teaching Hrs. for each module	% Weightage in University Question Papers
1	An overview of Financial System	8.33	25
2	Financial Markets	8.33	25
3	Financial Instruments	8.33	25
4	Financial Services	12.5	25
Total		37.5hrs	100

2.b Prerequisite Courses

No.	Semester/CLASS	Name of the Course	Topic/s
1	12 th	Commerce (SP)	Equity, Debentures, Mutual Fund

2.c Relevance to Future Courses

No.	Semester	Name of the Course
1	2	MBA

2.d Real Life Application Mapping – Mention Application from Very Common Day to Day Life

No.	Real Life Application Mapping with the Course
1	Awareness about various investment plan

3. Past Results – Division-Wise and Topic-Wise Result Based Analysis

Details	Target – Nov 2020	Nov 2019	Nov 2018	Nov 2017
Course Passing % – Average of 3 Divisions	100%	98.98%	97.47	96.68%
Marks Obtained by Course Topper (mark/100)	95	94	93	95

Year	Division A		Division B		Division C	
	Initials of Teacher	% Result	Initials of Teacher	% Result	Initials of Teacher	% Result
Nov 2019	PAJ	98.53%	PAJ	100%	PAJ	98.41%
Nov 2018	PSK	98.96%	PSK	96.48%	PSK	96.98%
Nov 2017	PAJ	98.67%	Shruti k	98.28%	Shruti k	93.10%

Topics which affect results negatively	Module Number	Recommendations to overcome these issues & improve result in future
Financial Instrument	3	Repeated revision of the topic

4 All the Learning Resources – Books and E-Resources

4.a List of Textbooks (T – Symbol for Textbooks) to be Referred to Students

Sr. No	Textbook Titles	Author/s	Publisher	Edition	Module Nos.
1	Financial Markets and Institutions	Anthony Saunders and Marcia Cornett	Mc Graw Hill	7th	1 st & 2 nd
2	Dynamics of Financial Markets and Institutions in India	R. M. Srivastava & Divya Nigam		2 nd	All
3	Financial Markets and Institutions	Mishkin Frederic S.	Pearson	6 th	All

4.b List of Reference Books (R – Symbol for Reference Books) to be Referred by Students

Sr. No	Reference Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Financial markets and Institutions	E. Gordon and K. Natarajan	Himalaya	3 rd	All modules
2	Financial Markets, Institutions and Financial Services	Clifford Gomez	PHI Learning	1 st	2 nd and 4 th
3	Financial Markets and Financial Services in India	Benson Kunjukunja, S. Mohanan	New Century	1 st	2 nd and 4 th

4.c List of E - Books (E – Symbol for E-Books) to be Referred by Students

Sr. No	E- Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Financial System: An Overview	Francesca Taylor	Pearson Education UK	4	1 & 3
2	Indian Financial System	Nidhi Bohra		4	All
3	Financial System: An Introduction	Dr. A P Faure	Bookboon	2	All

4.d Web Links and Names of Magazines, Journals, E-journals – [VIT is member of IIT Bombay Library]

Refer online journals subscribed in VIT library. You can also access IIT Bombay online library for journals from IITB campus.

Sr. No.	Web-Links and Names of Journals and E-Journals Recommended to Students for this Course	Web-Links and Names of Magazines Recommended to Students for this Course	Module Nos.
1	https://www.journals.elsevier.com/journal-of-financial-markets/		All
2	https://ebookcentral.proquest.com/lib/vsitm/detail.action?docID=5138898&query=financial+markets		All
3	http://www.universityofcalicut.info/SDE/BBA_Core_indian_financial_systems_VI_sem_core.pdf		All

4.e Module Best Available in - Tick the best resource [from 4.a to 4.d in this AAP] & give details

Module No.	Category (Please Tick Mark) - √						Available In VSIT Library?		Details of the Resource (i.e. Name, Chapter & Page No., etc.)
	Book			Magazine	Journals		Y	N	
	Text	Reference	E-Book		Regular	E-Journal			
1	√	√	√			√			
2	√	√	√			√			
3	√	√	√			√			
4	√	√	√			√			

4.f Web Links for Online Notes/YouTube/VSIT Digital Content/VIT Lecture Capture/NPTEL Videos

Students can view lectures by VSIT professors, captured through LMS 'Lecture Capture' in VIT campus for previous years.

No.	Websites / Links	Module Nos.
1.	https://www.youtube.com/watch?v=28HpCMWfc7k	2
2.	https://www.youtube.com/watch?v=28HpCMWfc7k	3

4.g Recommended MOOC Courses like Coursera / NPTEL / MIT-OCW / edX etc.

Sr. No.	MOOC Course Link	Course conducted by – Person / University / Institute / Industry	Course Duration	Certificate (Y / N)
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1	Stock Trading & Investing for Beginners	Udemy	9hrs	Y
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4.h Recommended Value Added Courses (VAC)

Sr. No.	Name of the Value Added Course	Conducted by – Person / Institute / Industry	Course Duration	Certificate (Y / N)
1	Advance Excel		1 month	Y

4.i Study Material Distributed among Students

Tick if distributed among students					
GQ	Notes	Digital Content	PPT	EQ (updated till the Last Exam)	Other (Write Details)
√	√	√	√	√	

5. Consolidated Course Lesson Plan

	From (date/month/year)	To (date/month/year)	Total Number of Weeks
Semester Duration	15 th June 2020z		

Week No.	Lecture no.	Module No.	Lecture Topics / IA 1 and IA 2 / BSA planned to be covered	Actual date of Completion	Cos	Recommended Prior Viewing / Reading	
						Lecture No. (on LMS)	Chapter No. / Page Nos./ Books/ Web Site
	1	1	Introduction to Financial System		1		
	2	1	Role, importance and functions of Financial System		1		
	3	1	Constitution, growth and development of Indian Financial System (video)		1		
	4	1	Types and Characteristics of Financial services		1		
	5	1	Financial intermediaries in capital market, financial innovation		1		
	6	1	Challenges faced by Financial sector		1		

	7	1	Introduction, definition and role of Intermediaries in Financial Market		1		
	8	1	Financial Intermediaries in capital market and functions		1		
	9	1	Types of Intermediaries- Banking		1		
	10	2	Introduction & classification of Financial Markets		1		
	11	2	Distinguish between capital and money markets		1		
	12	2	Factors responsible for growth and role of capital markets		1		
	13	2	Introduction and characteristics of Capital markets		1		
	14	2	Role and development of Capital Markets		1		
	15	2	Instruments and Classification of Capital Markets		2		
	16	2	Methods of Raising Fund in primary market		2		
	17	2	Concepts used in Book Building Process		2		
	18	2	Structure of Debt Market in India and Corporate Debt/Bonds		2		
	19	2	Types and features of Corporate Debt/Bonds		2		
	20	3	Introduction and characteristics of Financial instruments		2		
	21	3	Introduction and types of Equity instruments		2		
	22	3	characteristics of Equity shares and difference between Debt and Equity Instruments- Test (open book)		2		
	23	3	Introduction and characteristics of Derivatives		2		
	24	3	Ways Derivatives are Used, advantages and disadvantages		2		

	25	3	Types of Derivatives Contracts: Forwards v/s Futures & Options		2		
	26	3	Risk return trade off, Repo transactions		2		
	27	4	Introduction to Financial Services : Merchant Banking and Commercial Banking		3		
	28	4	Services offered by Merchant Bankers, Corporate Advisory Services		3		
	29	4	SEBI guidelines for Merchant Banker in India, KARVY Investor Services LTD		3		
	30	4	Meaning and Characteristics of Money Market & Structure of Indian Money Market		3		
	31	4	Intermediaries involved in Financial market		3		
	32	4	Introduction and Features of Venture Capital		3		
	33	4	How to prepare Business Plan for getting Venture Capital Financing?		3		
	34	4	Methods of Venture Capital Financing		3		
	35	4	Introduction and types of Credit Cards & Debit Cards		3		
	36	4	Advantages and Disadvantages of Credit Cards Debit card, Debit cards v/s Credit cards		3		
	37	4	Mutual fund and its advantages and disadvantages		3		
	38	4	Revision or test		3		

6. Rubric for Grading and Marking of Term Work (inform students at the beginning of semester)

Lecture + Practical (% Attendance) & Marks	Assign- ments	Tutorial	Lab / Practical Performance	Lab Journal Assessment	Class Tests (Other than IA)	Class participat ion	Other (2) specify	Total
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		5 Marks							5

7. Assignments / Tutorials Details (must attach print out of all questions together with AAP)

Assignment No.	Title of the Assignments / Tutorials	CO Map	Assignments given to Students on	Date of Submission
1	An overview of Financial System	1	3 rd week	4 th week
2	Financial Markets	2	7 th week	8 th week
3	Financial Instruments	3	11 th week	12 th week
4	Financial Services	4	15 th week	15 th week

Analysis of Assignment / Tutorial Questions and Related Resources

Assignment No.	Week No.	Type* (✓)			Module No.	Based on #			Question Type (✓)	
		R	UQ	OBT		Text Book	Reference Book	Other Learning Resource	MU EQ	Thought Provoking
1	4	✓			1	✓	✓		✓	
2	8	✓			2	✓	✓		✓	
3	12	✓			3	✓	✓		✓	
4	15	✓			4	✓	✓		✓	

* Tick (✓) the Type of the Assignment: Regular (R); Unannounced Quiz (UQ) ; Open Book Test for TY/SY/MASTERS (OBT)
 # Write number for Text book, reference book, other learning resource from this AAP – from Points 4.a to 4.d

8. Internal Assessment / Other Class Test / Open Book Test (OBT)/Take Home Test (THT) Details

Tests	Test Dates	Module No.	CO Map	IA Question Paper Pattern	Policy
1 st IA Test				Q1 – MCQ - 10 Marks Q2 – 1 numerical 5 Marks Q3 – 1 numerical 5 Marks 20 marks each for IA 1 & 2	No IA Re-test
2 nd IA Test					IA is a Head of passing *

Pop Quiz	All units				
Open Book Test					
Take Home Test					
Class tests / prelims					
Class tests / prelims					
Any other test/exams					

* IA failures will have to appear for re-test in next semester

9.a Practical Activities – Regular Experiments

Practical No.	Module No.	Title of the Regular Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1					

9.b Practical Activities – Newly Added Experiments

Practical No.	Module No.	Title of the Newly Added Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1					

9.c Practical Activities – PBL Experiments

Practical No.	Module No.	Title of the PBL Experiments	Concepts to be highlighted	CO Map	Audit / Quality (0 to 4)
1					

10. Beyond Syllabus Activities for Gap Mitigation

No.	Type of the Activity	Activities	Details – no of attendees, guest, feedback, mark sheet, report
1	Interaction with Outside World	Guest Lecture / Workshops	
2		Industrial Visit	May be
3		Class Tests – (other than IA)	√

4	Test and Assessments	Mini Projects	√
5		Pop Quiz	√
6		Mobile App Based Quiz	√
7		Open Book Test	√
8		Take Home Test	√
9	Collaborative and Group Activity	Poster Presentation	√
10		Minute Papers	
11		Students Seminar	
12		Students Debates	√
13		Panel Discussion / Mock GD	√
14		Mock Interview	
15	Co-curricular Courses	MOOC-NPTEL/Coursera Videos	√
16		Value Added Courses	√
17		Lecture Capture Usage	

*** Do not delete any activity. Give details for planned events. Write 'NA' for activity Not Planned.**

Consolidated Academic Administration Plan Prepared by (mention all theory teaching faculty names with signature)

Pooja Jogu

Faculty 1 Name (Sign.)

External Industry Mentor (Sign.)

External Academic Mentor (Sign.)

VSIT Cluster Mentor Name (Sign.)

Head of Dept. (Sign.)

Version 2018-2019

The academic resources available in VSIT –

VMIS (ERP)	V-Refer and V-Live	VSIT Library	VAC & MOOC Courses
Institute & Department Vision and Mission	Former IA question papers and solutions (prepared by faculty)	Former IA question papers solutions - hardcopy	Value Added Courses (VAC) are conducted throughout the semester & in the semester break - Enrol for the VACs
Program Educational Objectives (PEO)	MU end semester examination question papers and solutions (prepared by faculty)	MU end semester exam question paper & solutions - by faculty, hardcopy	Online courses from NPTEL, Coursera etc. are pursued throughout the semester - Register for the course & get certified
Program Specific Outcome (PSO)	Class notes and Digital Content for the subject (scanned / typed by faculty)	All text books, reference books, e -books mentioned in the syllabus & AAP	Watch former lectures captured in LMS at VSIT
Program Outcome (PO)	Comprehensive question bank, EQ, GQ, PPT, Class Test papers	Technical journals and magazines for reference	
Departmental Knowledge Map	Academic Administration Plan & Beyond Syllabus Activity report	VSIT library is member of IIT Bombay Library	

1.a Course Objectives (write in detail – follow NBA guideline in this regard)

Cognitive	What do you want students to know?	To understand Computer Fundamentals.
Affective	What do you want students to think / care about?	To think on uses of Internet and related technologies.
Behavioural	What do you want students to be able to do?	To apply the skills of Office productivity tools such as Word and Excel.

1.b Course Outcome (CO) Statements and Module-Wise Mapping (follow NBA guideline)

CO No.	Statements	Related Module/s
CO1	Able to understand Computer Fundamentals	Unit 1
CO2	Able to use Microsoft Word and Microsoft Excel	Unit 2
CO3	Able to use Web and related technologies	Unit 3
CO4	Apply practical knowledge on Internet and related technologies	Unit 4
CO5	Able to get familiar with the use of E-Commerce	Unit 5

1.c Mapping of COs with POs (mark S: Strong, M: Moderate, W: Weak, Dash ‘-’: not mapped)

	PO 1	PO 2	PO 3	PO 4	PO 5	PO 6	PO 7	PO 8	PO 9	PO 10	PO 11	PO 12
CO 1	S	S	S	S								
CO 2	S	S	S	S								
CO 3	S	S	S	S								
CO 4	S	S	S	S								
CO 5	S	S	S	S								

1.d Mapping of COs with PSOs (mark S: Strong, M: Moderate, W: Weak, Dash ‘-’:not mapped)

	PSO 1	PSO 2	PSO 3	PSO 4
CO 1				
CO 2				

CO 3				
CO 4				
CO 5				

1.e Teaching and Examination Scheme (As specified by the University) for the Course

Categories	Mathematics	Computing / IT / Electronics	Humanities & Soft Skill	Social Sciences	Commerce	Management	Multidisciplinary
Tick suitable category					✓		

Subject Code	Subject Name	Teaching Scheme			Credits Assigned			
		Theory	Practical	Tutorial	Theory	TW/Practical	Tutorial	Total
-	Information Technology in Accountancy – I	75	25	--	-	-	--	3

Subject Code	Subject Name	Examination Scheme							
		Theory Marks IA Test			End Sem. Exam Marks	TW	Practical	Oral	Total
		IA 1	IA 2	Sum of IA1 and IA2					
-	Information Technology in Accountancy – I	-	-	-	75	--	25	--	100

1.f Faculty-Wise Distribution of all Lecture-Practical-Tutorial Hours for the Course

Divisions	Lecture (Hrs.)	Practical (Hrs.)				Tutorial (Hrs.)			
		Batch 1	Batch 2	Batch 3	Batch 4	Batch 1	Batch 2	Batch 3	Batch 4
A	2:00	1:30	1:30	-	-	-	-	-	-
B	2:00	1:30	1:30	-	-	-	-	-	-
C	2:00	1:30	1:30	-	-	-	-	-	-

1.g Office Hours (Faculty will be available in office in this duration for solving students' query)

Division	Day	Time (at least 1 Hr. / Division)	Venue (Office Room No.)
A	Monday	12:00 Noon-1:00 pm	X-108
B	Tuesday	12:00 Noon-1:00 pm	X-108
C	Wednesday	12:00 Noon-1:00 pm	X-108

2.a Syllabus: Module Wise Teaching Hours and % Weightage in University Question Paper

Module No.	Module Title and Brief Details	Teaching Hrs. for each module	% Weightage in University Question Papers
1	Introduction to Computers	04 lectures x 60 minutes	20%

2	Office Productivity Tools	24 lectures x 60 minutes	30%
3	Concept of MIS in Computer Environment	5 lectures x 60 minutes	15%
4	IT and Auditing	6 lectures x 60 minutes	15%
5	E-Commerce	11 lectures x 60 minutes	20%
* Insert rows for more modules in the Course		Total	50 lectures x 60 minutes
			100%

2.b Prerequisite Courses

No.	Semester	Name of the Course	Topic/s
1	-	FYJC – IT	E-Commerce, MS Office
2	-	SYJC – IT	Cyber Law and Cyber Security

2.c Relevance to Future Courses

No.	Semester	Name of the Course
1	IV	Information Technology in Accountancy II

2.d Real Life Application Mapping – Mention Application from Very Common Day to Day Life

No.	Real Life Application Mapping with the Course
1	Usage of Internet and Email in day to day life
2	Resume Building and Letter Writing Skills in Word
3	Use of E-Commerce for transactions
4	Use of Email

3. Past Results – Division-Wise and Topic-Wise Result Based Analysis

Details	Target - Mar 2020	Mar 2019	Mar 2018	Mar 2017
Course Passing % – Average of 3 Divisions	100%	99.49%	98.27%	-
Marks Obtained by Course Topper (mark/100)				

Year	Division A		Division B		Division C	
	Initials of Teacher	% Result	Initials of Teacher	% Result	Initials of Teacher	% Result
Mar 2019	NS	98.53	NS	100	NS	100
Mar 2018	AJP	100	AJP	100	AJP	94.83

Topics which affect results negatively	Module Number	Recommendations to overcome these issues & improve result in future
Excel Financial Functions	2	More Lab Practice

4 All the Learning Resources – Books and E-Resources

4.a List of Text Books (T – Symbol for Text Books) to be Referred by Students

Sr. No	Text Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Course on Computer Concept		NIELIT		1,3,4
2	Microsoft Office Professional 2013-Step by step	Beth Melton, Mark Dodge, Echo Swinford, Andrew Couch, Eric Legault, Ben Schorr and Ciprian Rusen	Microsoft	-	2

4.b List of Reference Books (R – Symbol for Reference Books) to be Referred by Students

Sr. No	Reference Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Computer today (3rd edition)	Sanders, Donald H	McGraw Hill	3rd	1
2	Computer in Business	Sanders D	McGraw Hill	-	1
3	Computers	Subramaniam N	Wheeler	-	1

4.c List of E - Books (E – Symbol for E-Books) to be Referred by Students

Sr. No	E- Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Microsoft Office Excel 2007	Torben Lage	-	1	2
2	Microsoft Office 2010	Katherine Murray	-	1	2
3	Microsoft Office Professional 2013-Step by step	Beth Melton, Mark Dodge, Echo Swinford, Andrew Couch, Eric Legault, Ben Schorr and Ciprian Rusen	Microsoft	-	2

4.d Web Links and Names of Magazines, Journals, E-journals – [VIT is member of IIT Bombay Library]

Refer online journals subscribed in VIT library. You can also access IIT Bombay online library for journals from IITB campus.

Sr. No	Web-Links and Names of Journals and E-Journals Recommended to Students for this Course	Web-Links and Names of Magazines Recommended to Students for this Course	Module Nos.
1	Digital Literacy for All Learners https://ils.unc.edu/cws/Handouts/Computer%20Basics/Computer%20Basics.pdf	The very first computer http://www.cs4fn.org/history/firstcomputers.php	1
2	Digital Payments in India http://www.iosrjournals.org/iosr-jbm/papers/Conf.17037-2017/Volume-9/5.%2028-		4

33.pdf		
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4.e Module Best Available in - Tick the best resource [from 4.a to 4.d in this AAP] & give details

Module No.	Category (Please Tick Mark) - √						Available In VSIT Library?		Details of the Resource (i.e. Name, Chapter & Page No., etc.)
	Book			Magazine	Journals		Y	N	
	Text	Reference	E-Book		Regular	E-Journal			
1	✓	✓		✓					Computer Fundamentals
2	✓	✓	✓						
3		✓							
4		✓		✓					
5		✓							

4.f Web Links for Online Notes/YouTube/VSIT Digital Content/VIT Lecture Capture/NPTEL Videos

Students can view lectures by VSIT professors, captured through LMS 'Lecture Capture' in VIT campus for previous years.

No.	Websites / Links	Module Nos.
1	Digital Content (live.vsit.edu.in)	1-5
2	E-Commerce and E-Business/Concepts and Definition https://en.wikibooks.org/wiki/E-Commerce_and_E-Business/Concepts_and_Definitions	5
3	Introduction to Computer Networks https://www.studytonight.com/computer-networks/overview-of-computer-networks	1-5

4.g Recommended MOOC Courses like Coursera / NPTEL / MIT-OCW / edX etc.

Sr. No.	MOOC Course Link	Course conducted by – Person / University / Institute / Industry	Course Duration	Certificate (Y / N)
1	http://spoken-tutorial.org/	Spoken Tutorial on Introduction to Computers, Libre Office Writer, Calc and Impress	2 hrs each	Y
2	Intro to Computers- How to use them, websites and keep safe https://www.udemy.com/course/intro-to-computers/	Udemy	1 Hr	N
	SEO 2020 https://www.udemy.com/course/seo-get-to-number1-in-google-search/	Udemy	8.5 Hrs	Y

4.h Recommended Value Added Courses (VAC)

Sr. No.	Name of the Value Added Course	Conducted by – Person / Institute / Industry	Course Duration	Certificate (Y / N)
1	Advance Excel	VSIT	36 Hrs	Y

4.i Study Material Distributed among Students

Tick if distributed among students					
GQ	Notes	Digital Content	PPT	EQ (updated till the Last Exam)	Other (Write Details)
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	-

5. Consolidated Course Lesson Plan

	From (date/month/year)	To (date/month/year)	Total Number of Weeks
Semester Duration			

Week	Lecture no	Module no	Lecture Topics / IA 1 and IA 2 / BSA planned to be covered	Actual date of Completion	Cos	Recommended Prior Viewing / Reading	
						Lecture No. (on LMS)	Chapter No. / Page Nos. / Books/ Web Site
1	1	1	History of Computers, Parts of Computers		CO1		
	2	1	Hardware: Specifications and Data Storage Management		CO1		
	3	2	Lab Session		CO2		
	4	2	Lab Session		CO2		
2	5	1	Software: Concept of System Software and Applications		CO1		
	6	1	Networking: Introduction and types of network topologies		CO1		
	7	2	Lab Session		CO2		
	8	2	Lab Session		CO2		
3	9	1	Use of Various Web Browser		CO3		
	10	1	Information Searching Tools		CO3		
	11	2	Lab Session		CO2		
	12	2	Lab Session		CO2		
4	13	1	Downloading		CO3		
	14	3	Create New email ID		CO3		
	15	3	Lab Session		CO2		
	16	3	Lab Session		CO2		

5	17	3	Sending Data through email, Search engine optimisation	CO3		
	18	3	Introduction , Internet components	CO4		
	19	3	Lab Session	CO2		
	20	2	Lab Session	CO2		
6	21	3	Electronic commerce, Ecommerce Applications	CO4		
	22	3	Electronic Data Interchange – EDI, Extranet	CO4		
	23	2	Lab Session	CO2		
	24	2	Lab Session	CO2		
7	25	3	Payment systems	CO4		
	26	3	Risks and security considerations, Legal Issues	CO4		
	27	2	Lab Session	CO2		
	28	2	Lab Session	CO2		
8	29	4	Other emerging technologies	CO4		
	30	4	Introduction, Meaning of Ecommerce, Advantages and Limitations of E Commerce	CO5		
	31	4	Lab Session	CO2		
	32	4	Lab Session	CO2		
9	33	4	The role of Strategy in E Commerce	CO5		
	34	4	Value chains in E Commerce, Infrastructure for Electronic Commerce	CO5		
	35	2	Lab Session	CO2		
	36	2	Lab Session	CO2		
10	37	4	Web Based Tools for Electronic Commerce, Electronic Commerce software	CO5		
	38	4	Security Threats to electronic Commerce	CO5		
	39	2	Lab Session	CO2		
	40	2	Lab Session	CO2		
11	41	5	Electronic Payment Systems	CO5		
	42	5	Implementing Security for Electronic Commerce	CO5		
	43	2	Lab Session	CO2		
	44	2	Lab Session	CO2		

12	45	5	Strategies for Marketing, Sales & Promotion		CO5		
	46	5	Strategies for Purchasing Logistics & Support Activities		CO5		
	47	2	Lab Session		CO2		
	48	2	Lab Session		CO2		
13	49	5	Electronic Markets & Communities		CO5		
	50	5	Business Plans for Implementing Electronic Commerce		CO5		

6. Rubric for Grading and Marking of Term Work (inform students at the beginning of semester)

Lecture + Practical (% Attendance) & Marks	Assignments	Tutorial	Lab / Practical Performance	Lab Journal Assessment	Class Tests (Other than IA)	Viva	Other (2) specify	Total
05			10	05		05		25

7. Assignments / Tutorials Details (must attach print out of all questions together with AAP)

Assignment No.	Title of the Assignments / Tutorials	CO Map	Assignments given to Students on	Date of Submission
1	Introduction to Computers	CO1	Week 2	Week 3
2	Office Productivity Tools	CO2	Week 13	Week 13
3	Concept of MIS in Computer Environment	CO3	Week 5	Week 6
4	IT and Auditing	CO4	Week 8	Week 9
5	E-Commerce	CO5	Week 13	Week 13

Analysis of Assignment / Tutorial Questions and Related Resources

Assignment No.	Week No.	Type* (√)			Module No.	Based on #			Question Type (√)	
		R	UQ	OBT		Text Book	Reference Book	Other Learning Resource	MU EQ	Thought Provoking
1	2	√	√		1	T1			√	√

2	13				2	T2			√	√
3	5				3	T1			√	√
4	8				4	T1			√	√
5	13			√	5	-			√	√

* Tick (√) the Type of the Assignment: Regular (R); Unannounced Quiz (UQ) ; Open Book Test for TY/SY/MASTERS (OBT)

Write number for Text book, reference book, other learning resource from this AAP – from Points 4.a to 4.d

8. Internal Assessment / Other Class Test / Open Book Test (OBT)/Take Home Test (THT) Details

Tests	Test Dates	Module No.	CO Map	IA Question Paper Pattern	Policy
1 st IA Test		1-2	CO1 and CO2	Q1 – Practical question - 10 Marks Q2 – Journal 5 Marks Q3 – Viva 5 Marks	
2nd IA Test					
Pop Quiz	Week 2				
Open Book Test	Week 13				
Take Home Test	Week 5				
Class tests / prelims					
Class tests / prelims					
Any other test/exams					

* IA failures will have to appear for re-test in next semester

9.a Practical Activities – Regular Experiments

Practical No.	Module No.	Title of the Regular Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1	II	Microsoft Word – Resume Building	MS Word	CO2	
2	II	Microsoft Word – Letter Writing	MS Word	CO2	
3	II	Microsoft Excel – Loan Calculator	MS Excel	CO3	
4	III	Email Id Creation	Internet	CO4	

5	V	E-Commerce Trends	E-Commerce	CO5	
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9.b Practical Activities – Newly Added Experiments

Practical No.	Module No.	Title of the Newly Added Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1	2	Preparation of sample voucher	MS Word	CO2	

9.c Practical Activities – PBL Experiments

Practical No.	Module No.	Title of the PBL Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1	5	Case Study on Current Trends in E-Commerce Industry	E-Commerce	CO5	

10. Beyond Syllabus Activities for Gap Mitigation

No.	Type of the Activity	Activities	Details – no of attendees, guest, feedback, mark sheet, report
1	Server Room Visit	Guest Lecture / Workshops	Yes
2		Industrial Visit	Visit to Server Room in VIT
3	Test and Assessments	Class Tests – (other than IA)	Yes
4		Mini Projects	-
5		Pop Quiz	Yes
6		Mobile App Based Quiz	Yes
7		Open Book Test	Yes
8		Take Home Test	Yes
9	Collaborative and Group Activity	Poster Presentation	Yes
10		Minute Papers	-
11		Students Seminar	-
12		Students Debates	Yes
13		Panel Discussion / Mock GD	-
14		Mock Interview	-
15	Co-curricular Courses	MOOC-NPTEL/Coursera Videos	Yes
16		Value Added Courses	Yes
17		Lecture Capture Usage	-

*** Do not delete any activity. Give details for planned events. Write 'NA' for activity Not Planned.**

Consolidated Academic Administration Plan Prepared by (mention all theory teaching faculty names with signature)

Ms. Snehal Tandale

Faculty 1 Name (Sign.)

Faculty 2 Name (Sign.)

Faculty 3 Name (Sign.)

External Industry Mentor (Sign.)

External Academic Mentor (Sign.)

VSIT Cluster Mentor Name (Sign.)

Head of Dept. (Sign.)

VIDYALANKAR SCHOOL OF INFORMATION TECHNOLOGY

TEACHING LEARNING PLAN - (2020-2021)

M.Com. Semester III

SUB: _Advanced Financial Accounting

No.	Day and Date	Time	Teacher(in case of sharing)	Topic to be covered	Reference
1	16 th July,2020-Thursday	8.30 a.m-9.30 a.m		Foreign Currency Conversion	Financial Accounting-R.L.Gupta
2	23 rd July,2020	8.30 a.m-9.30 a.m		Foreign Currency Conversion	Financial Accounting-R.L.Gupta
3	30 th July, 2020	8.30 a.m-9.30 a.m		Foreign Currency Conversion	Financial Accounting-R.L.Gupta
4	6 st August,2020	8.30 a.m-9.30 a.m		Banking Company Accounts	Financial Accounting-R.L.Gupta
5	13 th August, 2019	8.30 a.m-9.30 a.m		Banking Company Accounts	Financial Accounting-R.L.Gupta
6	20 th August,2019	8.30 a.m-9.30 a.m		Banking Company Accounts	Financial Accounting-R.L.Gupta
7	27 nd August, 2020	8.30 a.m-9.30 a.m		Banking Company Accounts	Financial Accounting-R.L.Gupta
8	3 rd September,2020	8.30 a.m-9.30 a.m		Insurance Company Accounts	Financial Accounting-R.L.Gupta
9	10 th September,2020	8.30 a.m-9.30 a.m		Insurance Company Accounts	Financial Accounting-R.L.Gupta

10	17th September,2020	8.30 a.m- 9.30 a.m		Insurance Company Accounts	Financial Accounting- R.L.Gupta
11	24th September,2020	8.30 a.m- 9.30 a.m		Insurance Company Accounts	Financial Accounting- R.L.Gupta
12	1rd October, 2020	8.30 a.m- 9.30 a.m		Cooperative Society Accounts	Financial Accounting- R.L.Gupta
13	8rd October, 2020	8.30 a.m- 9.30 a.m		Cooperative Society Accounts	Financial Accounting- R.L.Gupta
14	15th October,2020	8.30 a.m- 9.30 a.m		Cooperative Society Accounts	Financial Accounting- R.L.Gupta
15	22th October, 2020	8.30 a.m- 9.30 a.m		Cooperative Society Accounts	Financial Accounting- R.L.Gupta

Teaching Learning Plan

M.Com (AA) – Sem III

Subject: Direct Tax

Faculty: Vijay Maruti Gawde

AY: 2020-21

No. of Lecture	Day and Date	Topic to be covered
	Unit 1	Definitions and Basis of Charge
1	13 th July 2020. Monday	Introduction to Syllabus and Definitions: Person
2	20 th July Monday	Definitions: Previous Year, Assessment Year, Assessee, Income
3	27 th July Monday	Residential Status
4	3 rd Aug Monday	Scope of Total Income, Deemed Income
	Unit 2	Heads of Income
5	10 th Aug Monday	Income from Salary
6	17 th Aug Monday	Income from Salary
7	24 th Aug Monday	Income from Salary
8	31 st Aug Monday	Income from House Property
9	7 th Sep Monday	Income from House Property
10	14 th Sep Monday	Income from House Property
11	21 st Sep Monday	Income from Business Profession
12	28 th Sep Monday	Income from Business Profession
13	5 th Oct. Monday	Income from Business Profession
14	12 th Oct. Monday	Capital Gain
15	19 th Oct. Monday	Capital Gain
16	26 th Oct. Monday	Income from Other Sources
17	2 nd Nov. Monday	Income from Other Sources
	Unit 3	Deductions u/s 80 and Exclusions from the Total Income
18	9 th Nov. Monday	Deductions: 80C, 80CCF, 80D,
19	17 th Nov. Tuesday	Deductions: 80DD, 80DDB, 80E, 80U
20	23 rd Nov. Monday	Exclusions from the Total Income

Teaching Learning Plan

M.Com (AA) – Sem III

Subject: Direct Tax

Faculty: Vijay Maruti Gawde

AY: 2020-21

	Unit 4	Computation of Income and Tax of Individual, Firm and Company (Excluding MAT) and Provisions for Filing Return of Income - Sec 139(1) and Sec 139(5)
21	1 st Dec. Tuesday	Computation of Income and Tax of Individua
22	7 th Dec Monday	Computation of Income and Tax of Individua
23	14 th Dec Monday	Computation of Income and Tax of Firm and Company
24	21 st Dec Monday	Provisions for Filing Return of Income - Sec 139(1) and Sec 139(5)
25	28 th Dec Monday	Revision

References:

1. Students Guide to Income Tax: Monica Singhania and Vinod Singhania, Taxmann Publication
2. Handbook-On-Income-Tax-for-CA-Inter-IPCC-CS-Executive-CMA-Inter-By-CA-Raj-K-Agrawal
3. Direct Tax Summary & Revision Module Book for CA Final (Old & New Syllabus) by CA Vinod Gupta.

Web References:

www.incometaxindia.gov.in

VIDYALANKAR SCHOOL OF INFORMATION TECHNOLOGY

TEACHING LEARNING PLAN

M.Com. Semester III (2020-2021)

SUB: COMMERCIAL BANK MANAGEMENT

No.	Day and Date	Time	Teacher (in case of sharing)	Topic to be covered	Reference
1	Friday 17.07.2020	8.30-9.30	Sindhu. K	Overview of Commercial Banking in India Role and Functions of Commercial Banks	Benson Kunjukunju
2	24.07.2020	8.30-9.30	Sindhu. K	Introduction to Bank Management Management of Banks in Rural areas	Benson Kunjukunju
3	31.07.2020	8.30-9.30	Sindhu. K	NABARD Process of growth and development of Indian Banking system	Benson Kunjukunju
4	07.08.2020	8.30-9.30	Sindhu. K	Customer Relationship Management in Banks CRM Strategy, its impacts and challenges E.g.: CRM of Kotak Mahindra	Benson Kunjukunju
5	14.08.2020	8.30-9.30	Sindhu. K	Banking Ombudsman Scheme, its scope. Procedure for filing the complaint before the Banking Ombudsman Customer Retention, Handling Customer	Benson Kunjukunju

				grievances	
6	21.08.2020	8.30-9.30	Sindhu. K	Services to different categories of customers- Retail, Corporate, International and Rural	Benson Kunjukunju
7	28.08.2020	8.30-9.30	Sindhu. K	Credit Management in Banks, compliance with RBI guidelines Principles of Sound Banking Lending, Loan policy	Benson Kunjukunju
8	04.09.2020	8.30-9.30	Sindhu. K	Credit Appraisal and Credit Decision Making, Monitoring and Review of Loan Portfolio Classification of NPA's	Benson Kunjukunju
9	11.09.2020	8.30-9.30	Sindhu. K	Bank's / Investment Policy Management of security investment, reviewing investment portfolio and organization of investment function in bank.	Benson Kunjukunju
10	18.09.2020	8.30-9.30	Sindhu. K	Human Resource Management in Banks Importance of HRM in Banks, Policy relating to HRD in India, election, Training pay structure in Public & Private Sector banks	Benson Kunjukunju
11	25.09.2020	8.30-9.30	Sindhu. K	Work Participation in management, Motivations, and morals	Benson Kunjukunju

				Performance Evaluation, Promotion, Transfer policy	
12	09.10.2020			VRS scheme in Public sector banks	Benson Kunjukunju
13	16.10.2020			Evolving trends in Modern Banking: Internet Banking, Mobile Banking NEFT transactions	Benson Kunjukunju
14	23.10.2020			Outsourcing of Non-core Services, Mergers and Acquisitions in banking sector Need and Importance of financial inclusion	Benson Kunjukunju
15	30.10.2020			Micro credit SHGs, RBI guidelines for micro-credit	Benson Kunjukunju
16	06.11.2020			Portfolio Securitization, SHG2, NLRM and SLRM Priority Sector and its classification	Benson Kunjukunju

M.Com(B&F) – Sem III

Teaching Lesson Plan

Subject: Financial Market

Faculty:Dr. N. Lakshmi Kavitha

AY: 2020-21

No.	Day and Date	Time	Teacher	Topic to be covered	Reference
1	18 th July Saturday	8.30 to 9.30	NLK	Structure and components of FS, Development of FM	
2	25 th July Saturday	8.30 to 9.30	NLK	Primary Market and Secondary Market, Economic development	Financial Market & Services – Gordon & Natarajan
3	1 August Saturday	8.30 to 9.30	NLK	Prior savings theory, Credit creation theory, Theory of post savings	
4	8 th Aug Saturday	8.30 to 9.30	NLK	Financial regulation theory.	
5	15 th Aug Saturday	8.30 to 9.30	NLK	Financial liberalization theory	Indian Financial System – Khan
6	22 th Aug Saturday	8.30 to 9.30	NLK	Structure and Growth of the Indian CM	
7	29 th Aug Saturday	8.30 to 9.30	NLK	New Issue market	
8	5 th Sep Saturday	8.30 to 9.30	NLK	Features, Types and Government Securities	
9	12 th Sep Saturday	8.30 to 9.30	NLK	Ownership Securities – Equity Shares, Preference share	
10	19 th Sep Saturday	8.30 to 9.30	NLK	Creditor ship Securities	
11	29 th Sep Saturday	8.30 to 9.30	NLK	structure of money market	

12	12	8.30 to 9.30	NLK	RBI/FIMMDA/FEDAI	
13	13	8.30 to 9.30	NLK	Recent development in money markets-DFHI, STCI	The Indian Financial system – Desai
14	14	8.30 to 9.30	NLK	Money Market Instruments	
15	15	8.30 to 9.30	NLK	CBLO, IBPC, MMMF and LAF	
16	16	8.30 to 9.30	NLK	Overview of Derivatives Market	
17	17	8.30 to 9.30	NLK	Kinds of Financial derivatives	
18	18	8.30 to 9.30	NLK	Globalization of Financial Market	
19	19	8.30 to 9.30	NLK	Indigenous Bond markets, Foreign Currency Bond Markets, Euro market, FDI-Inflows-Outflows	
20	20	8.30 to 9.30	NLK	Emerging Trends and Challenges in Global Financial Markets and Impact of globalization on financial markets.	

TEACHING LEARNING PLAN

M.Com – Sem III

Sub: Advanced Cost Accounting

Taught by : Ms. Prathma Nemané

Dates	No. of lecture	Topic to be covered
	Unit 2	Cost Allocation
18/7/2020	1	Cost Allocation – meaning, cost center, cost unit, direct and indirect costs, Classification of overheads, allocation of OHS
25/7/2020	2	Absorption costing, Apportionment of OHS- primary and secondary and Practical sums based on primary and secondary
1/8/2020	3	Practical sums based on primary and secondary
	Unit 3	Activity based Cost Systems
8/8/2020	4	Traditional costing Vs. ABC systems, cost drivers, cost pools and Total product cost, Evaluation
29/8/2020	5	ABC – Practical sums
5/9/2020	6	ABC – Practical sums
	Unit 4	Responsibility Accounting
12/9/2020	7	Decentralization, division of work, responsibility centers. ROI approach
19/9/2020	8	Residual income approach- sums on ROI and RI
26/9/2020	9	preparation of managerial report, Segmented cost approach, Sums on segmented cost approach
	Unit 5	Strategic Cost management
3/10/2020	10	Transfer pricing, target costing, Inflation accounting
10/10/2020	11	Revaluation of FA and Stocks at LIFO, Current Purchasing power accounting
24/10/2020	12	Current cost accounting, application of inflation accounting in Indian Economy
31/10/2020	13	Practical sums on transfer pricing, Stock valuation

	Unit 1	Process costing
7/11/2020	14	Process costing – introduction, simple process with normal loss, abnormal loss, abnormal gain, Inter process transfers at profit
21/11/2020	15	Inter process transfers at profit, Introduction of Equivalent units
28/11/2020	16	Valuation of WIP as per Weighted average method-Practical Sums
5/12/2020	17	Valuation of WIP as per FIFO method-Practical Sums
12/12/2020	18	Valuation of WIP as per FIFO and Weighted average method-Practical Sums
19/12/2020	19	Valuation of WIP as per FIFO and Weighted average method-Practical Sums
26/12/2020	20	Revision of all unit

References: Ravi Kishore – Cost Accounting

Tulsian's Cost Accounting

VIDYALANKAR SCHOOL OF INFORMATION TECHNOLOGY
TEACHING LEARNING PLAN
M.Com. Semester III-2020

SUB: DEBT MARKET

By- SGG

No.	Day and Date	Time	Teacher(in case of sharing)	Topic to be covered	Reference
1	Thursday 16/07/2020	8.30am to 9.30am	NA	Evolution of Debt Market	Video
2	23/07/20	8.30am to 9.30am	NA	Features & Risk in Debt Market	Case studies wrt ILFS
3	30/07/20	8.30am to 9.30am	NA	Money market & Debt Market in India	Video
4	06/08/20	8.30am to 9.30am	NA	Participant in Debt Market	Videos
5	13/08/20	8.30am to 9.30am	NA	Primary & Secondary Market	Case studies
6	20/08/20	8.30am to 9.30am	NA	Central Government Securities	
7	27/08/20	8.30am to 9.30am	NA	Open market Operation	Video
8	03/09/20	8.30am to 9.30am	NA	Securities Trading Corporation of India	
9	10/09/20	8.30am to 9.30am	NA	Primary dealers in government Securities	Case studies
10	17/09/20	8.30am to 9.30am	NA	Clearing Corporation of India	Guest Lecture
11	24/09/20	8.30am to 9.30am	NA	Introduction to Bonds	
12	01/10/20	8.30am to 9.30am	NA	Features & Types of Bonds	
13	08/10/20	8.30am to 9.30am	NA	Issuers of Bonds	Video
14	15/10/20	8.30am to 9.30am	NA	Bond Ratings	
15	22/10/20	8.30am to 9.30am	NA	Credit Rating Agencies	Case studies

16	29/10/20	8.30am to 9.30am	NA	Determinants of the Value of Bonds	
17	5/11/20	8.30am to 9.30am	NA	Bond Mathematics (Theory /Practical)	Text Books
18	12/11/20	8.30am to 9.30am	NA	Bond Mathematics (Theory /Practical)	
19	19/11/20	8.30am to 9.30am	NA	Yield Curve Analysis (Theory /Practical)	Text Books
20	26/11/20	8.30am to 9.30am	NA	Yield Curve Analysis (Theory /Practical)	

Version 2020-21

The academic resources available in VSIT –

VMIS (ERP)	V-Refer and V-Live	VSIT Library	VAC & MOOC Courses
Institute & Department Vision and Mission	Former IA question papers and solutions (prepared by faculty)	Former IA question papers solutions - hardcopy	Value Added Courses (VAC) are conducted throughout the semester & in the semester break - Enrol for the VACs
Program Educational Objectives (PEO)	MU end semester examination question papers and solutions (prepared by faculty)	MU end semester exam question paper & solutions - by faculty, hardcopy	
Program Specific Outcome (PSO)	Class notes and Digital Content for the subject (scanned / typed by faculty)	All text books, reference books, e -books mentioned in the syllabus & AAP	Online courses from NPTEL, Coursera etc. are pursued throughout the semester - Register for the course & get certified
Program Outcome (PO)	Comprehensive question bank, EQ, GQ, PPT, Class Test papers	Technical journals and magazines for reference	
Departmental Knowledge Map	Academic Administration Plan & Beyond Syllabus Activity report	VSIT library is member of IIT Bombay Library	Watch former lectures captured in LMS at VSIT

1.a Course Objectives (write in detail – follow NBA guideline in this regard)

Cognitive	What do you want students to know?	To understand how Information Technology can be applied in business process. To know about various types of business process.
Affective	What do you want students to think / care about?	To think on uses of accounting software in a business. To have hands on practice of Tally ERP 9.
Behavioural	What do you want students to be able to do?	To apply the accounting principles in computerized system for reporting. To perform auditing using computers in Tally ERP 9

1.b Course Outcome (CO) Statements and Module-Wise Mapping (follow NBA guideline)

CO No.	Statements	Related Module/s
CO1	To understand flow of various Business Processes.	Unit 1
CO2	To make students comfortable with Accounting Software System.	Unit 2
CO3	To provide an insight on MIS Reports in Computer Environment using Excel.	Unit 3
CO4	To understand increasing significance of IT and Auditing.	Unit 4

1.c Mapping of COs with POs (mark S: Strong, M: Moderate, W: Weak, Dash ‘-’: not mapped)

	PO 1	PO 2	PO 3	PO 4	PO 5	PO 6	PO 7	PO 8	PO 9	PO 10	PO 11	PO 12
CO 1												
CO 2												
CO 3												
CO 4												
CO 5												

1.d Mapping of COs with PSOs (mark S: Strong, M: Moderate, W: Weak, Dash '-':not mapped)

	PSO 1	PSO 2	PSO 3	PSO 4
CO 1				
CO 2				
CO 3				
CO 4				
CO 5				

1.e Teaching and Examination Scheme (As specified by the University) for the Course

Categories	Mathematics	Computing / IT / Electronics	Humanities & Soft Skill	Social Sciences	Commerce/ Accountancy	Management	Multidisciplinary
Tick suitable category					✓		

Subject Code	Subject Name	Teaching Scheme			Credits Assigned			
		Theory	Practical	Tutorial	Theory	TW/Practical	Tutorial	Total
UBAF403	Information Technology in Accountancy – II	75	-	-	3	-	-	3

Subject Code	Subject Name	Examination Scheme								
		Theory Marks IA Test			End Sem. Exam Marks	Practical (2)	Journal	Viva	Classroom Participation	Total
		IA 1	IA 2	Sum of IA1 and IA2						
UBAF403	Information Technology in Accountancy – II	-	-	-	75	10	5	5	5	100

1.f Faculty-Wise Distribution of all Lecture-Practical-Tutorial Hours for the Course

Divisions	Lecture (Hrs.)	Practical (Hrs.)				Tutorial (Hrs.)			
		Batch 1	Batch 2	Batch 3	Batch 4	Batch 1	Batch 2	Batch 3	Batch 4
A	2	1.5	NA	NA	NA	NA	NA	NA	NA
B	2	1.5	NA	NA	NA	NA	NA	NA	NA
C	2	1.5	NA	NA	NA	NA	NA	NA	NA

1.g Office Hours (Faculty will be available in office in this duration for solving students' query)

Division	Day	Time (at least 1 Hr. / Division)	Venue (Office Room No.)
A	Tuesday	12.30 pm to 1.30 pm	X-011

B	Wednesday	12.30 pm to 1.30 pm	X-011
C	Thursday	12.30 pm to 1.30 pm	X-011

2.a Syllabus : Module Wise Teaching Hours and % Weightage in University Question Paper

Module No.	Module Title and Brief Details	Teaching Hrs. for each module	% Weightage in University Question Papers
1	Business Process	10	25
2	Computerized Accounting System	15	25
3	Concept of MIS in Computer Environment	10	25
4	IT and Auditing	10	25
* Insert rows for more modules in the Course		Total	45
			100

2.b Prerequisite Courses

No.	Semester	Name of the Course	Topic/s
1	-	FYJC – IT	Tally Fundamentals
2	-	SYJC – IT	Tally ERP 9 – Accounting and Inventory
3	3	IT in Accountancy I	ALL

2.c Relevance to Future Courses

No.	Semester	Name of the Course
1	-	MBA, MCA, CA – ITT
2	-	

2.d Real Life Application Mapping – Mention Application from Very Common Day to Day Life

No.	Real Life Application Mapping with the Course
1	Use of Tally ERP 9 to maintain business data.
2	Usage of Excel to perform data analysis for MIS

3. Past Results – Division-Wise and Topic-Wise Result Based Analysis

Details	Target – March 2021	March 2020	March 2019	March 2018
Course Passing % – Average of 3 Divisions	100%	99.5%	99%	95%
Marks Obtained by Course Topper (mark/75)	72	67	66 (Sanjay)	63 (Nutan)

Year	Division A		Division B		Division C	
	Initials of Teacher	% Result	Initials of Teacher	% Result	Initials of Teacher	% Result
March 2020	AJP	98.52%	AJP	100%	AJP	100%
March 2019	AJP	100%	AJP	100%	AJP	97%
March 2018	AJP	96%	AJP	94%	AJP	95%

Topics which affect results negatively	Module Number	Recommendations to overcome these issues & improve result in future
Theories of Business Process Management	1	Extra E-learning content to be provided
Tally ERP 9 – Inventory	2	More Practical to be given to students during lab session

4 All the Learning Resources – Books and E-Resources

4.a List of Text Books (T – Symbol for Text Books) to be Referred by Students

Sr. No	Text Book Titles	Author/s	Publisher	Edition	Module Nos.

4.b List of Reference Books (R – Symbol for Reference Books) to be Referred by Students

Sr. No	Reference Book Titles	Author/s	Publisher	Edition	Module Nos.
1	IT in Accountancy II	Rimple Sanchila	Vipul Prakashan	Second	1-4
2	IT in Accountancy II	Verus D'Sa	Manan Prakashan	First	1-4
3	IT in Accountancy II	Laxmi Pandya	Sheth Publishers	-	1-4
4	Business Process Management	Cumberland: MATT	-	-	1
5	Management Information System	Gupta, A.K	-	-	3

4.c List of E - Books (E – Symbol for E-Books) to be Referred by Students

Sr. No	E- Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Accounting Information Systems	James A Hall			2
2	Introduction to Computerized Accounting	David Croft			2
	Business Process Management	Mathias Weske			1

	Management Information Systems	Kenneth C Laos			3
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4.d

Web Links and Names of Magazines, Journals, E-journals – [VIT is member of IIT Bombay Library]

Refer online journals subscribed in VIT library. You can also access IIT Bombay online library for journals from IITB campus.

Sr. No.	Web-Links and Names of Journals and Magazines Recommended to Students for this Course	Module Nos.
1	http://eprints.covenantuniversity.edu.ng/6925/1/ejbss_1737_16_effectofict_on_accounting_information_system.pdf	2
2	http://www.di.fc.ul.pt/~paa/papers/esa-journal-10.pdf	1
3	http://www.scielo.br/pdf/jistm/v8n2/v8n2a11.pdf	3
4	http://www.academicjournals.org/app/webroot/article/article1380899273_Moorthy%20et%20al.pdf	4

4.e

Module Best Available in - Tick the best resource [from 4.a to 4.d in this AAP] & give details

Module No.	Category (Please Tick Mark) - √						Available In VSIT Library?		Details of the Resource (i.e. Name, Chapter & Page No., etc.)
	Book			Magazine	Journals		Y	N	
	Text	Reference	E-Book		Regular	E-Journal			
1		✓					✓		
2		✓					✓		
3		✓					✓		
4		✓					✓		

4.f

Web Links for Online Notes/YouTube/VIT Digital Content/VIT Lecture Capture/NPTEL Videos

Students can view lectures by VIT professors, captured through LMS 'Lecture Capture' in VIT campus for previous years.

No.	Websites / Links	Module Nos.
1	Digital Content (http://live.vsit.edu.in/vrefer)	1-4
2	Online Notes and PPTs uploaded on MS Teams (http://teams.microsoft.com)	1-4
3	https://www.youtube.com/watch?v=5JMkdGQCm4k&list=PLE04B26C87FB0C0C6 Management Information System	3

4.g

Recommended MOOC Courses like Coursera / NPTEL / MIT-OCW / edX etc.

Sr. No.	MOOC Course Link	Course conducted by – Person / University / Institute / Industry	Course Duration	Certificate (Y / N)

1	Courses on Udemy and Spoken Tutorial			
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4.h Recommended Value Added Courses (VAC)

Sr. No.	Name of the Value Added Course	Conducted by – Person / Institute / Industry	Course Duration	Certificate (Y / N)
1	Tally ERP 9 with GST	Ms. Sucheta K.	32 hrs	Y

4.i Study Material Distributed among Students

Tick if distributed among students					
GQ	Notes	Digital Content	PPT	EQ (updated till the Last Exam)	Other (Write Details)
Yes	Yes	Yes	Yes	Yes	

5. Consolidated Course Lesson Plan

	From (date/month/year)	From (date/month/year)	Total Number of Weeks
Semester Duration	11/01/2021		15

Week	Lecture no.	Module No.	Lecture Topics / IA 1 and IA 2 / BSA planned to be covered	Actual date of Completion	COs	Recommended Prior Viewing / Reading	
						Lecture No. (on LMS)	Chapter No. / Page Nos./ Books/ Web Site
1	1	1	Introduction to Subject, Discussion of AAP and Syllabus				
	2		Introduction to Business Process				
	3		Flow of Business Process				
	4		Classification of Business Process				
2	5		Introduction to BPM				
	6		Principles of BPM				

	7		Life cycle of BPM				
	8		Implementation of BPM				
3	9		Automation of Business Processes				
	10		Theories of BPM				
	11	2	Introduction to Computerized Accounting				
	12		Introduction to Tally ERP 9				
4	13		Fundamentals of Tally				
	14		Accounting Masters in Tally				
	15		Accounting Masters in Tally				
	16		Inventory Masters in Tally				
5	17		Inventory Masters in Tally				
	18		Accounting Vouchers in Tally				
	19		Inventory Vouchers in Tally				
	20		Reports in Tally ERP 9				
6	21	3	Introduction to Information System				
	22		Introduction to MIS				
	23		Features of MIS				
	24		Types of MIS				

7	25	Need/Importance of MIS				
	26	Role of MIS				
	27	Output of MIS				
	28	Problems in MIS				
8	29	Applications of MIS				
	30	Factors contributing to Failure of MIS				
	31	Introduction to IT and Auditing				
	32	Need and Importance of IT in Auditing				
9	33	IT Controls and Cloud Computing				
	34	Generalised and Specialised Software for Auditing				
	35	CAATs and CAATTs				
	36	Approaches in IT Audit				
10	37	Black Box and White Box approach				
	38	Audit in CIS Environment				
	39	Audit in CIS Environment				
	40					
11	41					

	42						
	43						
	44						
12	45						
	46						
	47						
	48						
13	49						
	50						

6. Rubric for Grading and Marking of Term Work (inform students at the beginning of semester)

Lecture + Practical (% Attendance) & Marks	Assignments	Tutorial	Lab / Practical Performance	Lab Journal Assessment	Class Tests (Other than IA)	Class participation	Other (2) specify	Total
						05 marks		

7. Assignments / Tutorials Details (must attach print out of all questions together with AAP)

Assignment No.	Title of the Assignments / Tutorials	CO Map	Assignments given to Students on	Date of Submission
1	Questions Based on unit 1		4 th week	5 th week

2	Questions Based on unit 2		7 th week	8 th week
3	Questions Based on unit 3		10 th week	11 th week
4	Questions Based on unit 4		12 th week	13 th week

Analysis of Assignment / Tutorial Questions and Related Resources

Assignment No.	Week No.	Type* (✓)			Module No.	Based on #			Question Type (✓)	
		R	UQ	OBT		Text Book	Reference Book	Other Learning Resource	MU EQ	Thought Provoking
1	4 th				1			✓		✓
2	7 th	✓			2		✓	✓	✓	✓
3	10 th	✓			3		✓	✓	✓	✓
4	12 th	✓			4		✓		✓	

* Tick (✓) the Type of the Assignment: Regular (R); Unannounced Quiz (UQ) ; Open Book Test for TY/SY/MASTERS (OBT)

Write number for Text book, reference book, other learning resource from this AAP – from Points 4.a to 4.d

8.

Internal Assessment / Other Class Test / Open Book Test (OBT)/Take Home Test (THT) Details

Tests	Test Dates	Module No.	CO Map	IA Question Paper Pattern	Policy
1 st IA Test		1 and 2		Q1 – MCQ - 10 Marks Q2 – 1 numerical 5 Marks Q3 – 1 numerical 5 Marks 20 marks each for IA 1 & 2	No IA Re-test
2 nd IA Test					IA is a Head of passing *
Pop Quiz		3 rd			
Open Book Test		3 rd			
Take Home Test		4 th			
Class tests / prelims					
Class tests / prelims					
Any other test/exams					

* IA failures will have to appear for re-test in next semester

9.a Practical Activities – Regular Experiments

Practical No.	Module No.	Title of the Regular Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1					
2					

9.b Practical Activities – Newly Added Experiments

Practical No.	Module No.	Title of the Newly Added Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1					

9.c Practical Activities – PBL Experiments

Practical No.	Module No.	Title of the PBL Experiments	Concepts to be highlighted	CO Map	Audit / Quality (0 to 4)
1					

10. Beyond Syllabus Activities for Gap Mitigation

No.	Type of the Activity	Activities	Details – no of attendees, guest, feedback, mark sheet, report
1	Interaction with Outside World	Guest Lecture / Workshops	
2		Industrial Visit	
3	Test and Assessments	Class Tests – (other than IA)	Yes
4		Mini Projects	
5		Pop Quiz	
6		Mobile App Based Quiz	Yes
7		Open Book Test	Yes
8		Take Home Test	
9	Collaborative and Group Activity	Poster Presentation	Yes
10		Minute Papers	

11		Students Seminar	Yes
12		Students Debates	
13		Panel Discussion / Mock GD	
14		Mock Interview	
15	Co-curricular Courses	MOOC-NPTEL/Coursera Videos	Yes
16		Value Added Courses	
17		Lecture Capture Usage	

*** Do not delete any activity. Give details for planned events. Write 'NA' for activity Not Planned.**

Consolidated Academic Administration Plan Prepared by (mention all theory teaching faculty names with signature)

Ajay .P

Faculty 1 Name (Sign.)

Faculty 2 Name (Sign.)

Faculty 3 Name (Sign.)

External Industry Mentor (Sign.)

VSIT Cluster Mentor Name (Sign.)

External Academic Mentor (Sign)

Head of Dept. (Sign.)

Version 2020-21

VMIS (ERP)	V-Refer and V-Live	VSIT Library	VAC & MOOC Courses
Institute & Department Vision and Mission	Former IA question papers and solutions (prepared by faculty)	Former IA question papers solutions - hardcopy	Value Added Courses (VAC) are conducted throughout the semester & in the semester break - Enrol for the VACs
Program Educational Objectives (PEO)	MU end semester examination question papers and solutions (prepared by faculty)	MU end semester exam question paper & solutions - by faculty, hardcopy	
Program Specific Outcome (PSO)	Class notes and Digital Content for the subject (scanned / typed by faculty)	All text books, reference books, e-books mentioned in the syllabus & AAP	Online courses from NPTEL, Coursera etc. are pursued throughout the semester - Register for the course & get certified
Program Outcome (PO)	Comprehensive question bank, EQ, GQ, PPT, Class Test papers	Technical journals and magazines for reference	
Departmental Knowledge Map	Academic Administration Plan & Beyond Syllabus Activity report	VSIT library is member of IIT Bombay Library	Watch former lectures captured in LMS at VSIT

1.a Course Objectives (write in detail – follow NBA guideline in this regard)

Cognitive	What do you want students to know?	The provisions of clubbing income, set off of losses and return filing
Affective	What do you want students to think / care about?	How they are going to deal with real life case studies in future
Behavioural	What do you want students to be able to do?	Practically apply this knowledge in their real life

1.b Course Outcome (CO) Statements and Module-Wise Mapping (follow NBA guideline)

CO No.	Statements	Related Module/s
CO1	Clubbing of Income	I
CO2	Set off and carry forward of losses	II
CO3	Computation of Tax liability of Individual & HUF	III
CO4	Computation of Income of Partnership Firm	IV
CO5	Return of Income – Sec 139	V
CO6	Tax Deduction at Source, Advance Tax, Interest Payable	VI
CO7	DTAA U/S 90 & 91	VII
CO8	Tax Planning & Ethics in Taxation	VIII

1.c Mapping of COs with POs (mark S: Strong, M: Moderate, W: Weak, Dash ‘-’: not mapped)

	PO 1	PO 2	PO 3	PO 4	PO 5	PO 6	PO 7	PO 8	PO 9	PO 10	PO 11	PO 12
CO 1	S	S	S	S	S	S	W	M				
CO 2	S	S	S	S	S	S	W	M				
CO 3	S	S	S	S	S	S	W	M				
CO 4	S	S	S	S	S	S	W	M				
CO 5	S	S	S	S	S	S	W	M				
CO 6	W	W	W	W	W	W	W	W				
CO 7	M	M	M	M	M	M	M	M				
CO 8	M	M	M	M	M	M	M	M				

1.d Mapping of COs with PSOs (mark S: Strong, M: Moderate, W: Weak, Dash '-':not mapped)

	PSO 1	PSO 2	PSO 3	PSO 4
CO 1				
CO 2				
CO 3				
CO 4				
CO 5				

1.e Teaching and Examination Scheme (As specified by the University) for the Course

Categories	Mathematics	Computing / IT / Electronics	Humanities & Soft Skill	Social Sciences	Commerce	Management	Multidisciplinary
Tick suitable category					Y		

Subject Code	Subject Name	Teaching Scheme			Credits Assigned			
		Theory	Practical	Tutorial	Theory	TW/Practical	Tutorial	Total
	DT-II	75			3			75

Subject Code	Subject Name	Examination Scheme							
		Theory Marks IA Test			End Sem. Exam Marks	TW	Practical	Oral	Total
		IA 1	IA 2	Average of IA1 and IA2					
	DT-II	20			75			05	100

1.f Faculty-Wise Distribution of all Lecture-Practical-Tutorial Hours for the Course

Divisions	Lecture (Hrs.)	Practical (Hrs.)				Tutorial (Hrs.)			
		Batch 1	Batch 2	Batch 3	Batch 4	Batch 1	Batch 2	Batch 3	Batch 4
1	40								
2	40								

1.g Office Hours (Faculty will be available in office in this duration for solving students' query)

Division	Day	Time (at least 1 Hr. / Division)	Venue (Office Room No.)
A	Wednesday	3 -4 pm	MS teams
B	Thursday		
C	Friday		

2.a Syllabus : Module Wise Teaching Hours and % Weightage in University Question Paper

Module No.	Module Title and Brief Details	Teaching Hrs. for each	% Weightage in University
------------	--------------------------------	------------------------	---------------------------

		module	Question Papers
1	Clubbing of Income	4	
2	Set off and carry forward of losses	6	EQUAL
3	Computation of Tax liability of Individual & HUF	5	
4	Computation of Income of Partnership Firm	8	
5	Return of Income – Sec 139	3	
6	Tax Deduction at Source, Advance Tax, Interest Payable	7	
7	DTAA U/S 90 & 91	5	
8	Tax Planning & Ethics in Taxation	2	
* Insert rows for more modules in the Course		Total	40

2.b Prerequisite Courses

No.	Semester	Name of the Course	Topic/s
1	II	BAF	Indirect Taxes
2	III	BAF	Direct Taxes

2.c Relevance to Future Courses

No.	Semester	Name of the Course
1	V	BAF
2	VI	BAF
3	II	MCom

2.d Real Life Application Mapping – Mention Application from Very Common Day to Day Life

No.	Real Life Application Mapping with the Course
1	Return Filing in Income Taxes
2	TDS and Advance Tax

3	DTAA
---	------

3. Past Results – Division-Wise and Topic-Wise Result Based Analysis

Details	Target - Mar 2018	Mar 2017
Course Passing % – Average of 3 Divisions	100	
Marks Obtained by Course Topper (mark/100)	100	

	Division A		Division B		Division C	
Year	Initials of Teacher	% Result	Initials of Teacher	% Result	Initials of Teacher	% Result
Mar 2018-20	SSB	100%	SSB		SSB	

Topics which affect results negatively	Module Number	Recommendations to overcome these issues & improve result in future
Partnership firm	III	Practice of more sums and case studies

4 All the Learning Resources – Books and E-Resources

4.a List of Text Books (T – Symbol for Text Books) to be Referred by Students

Sr. No	Text Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Direct Taxes- II	Ainapure	Manan		All
2	Direct Taxes-II	Dhond	Vipul		All

4.b List of Reference Books (R – Symbol for Reference Books) to be Referred by Students

Sr. No	Reference Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Tax Laws and Practice	J.S.Datey	Taxmann		All
2	Income Tax	Bare Act			All

4.c List of E - Books (E – Symbol for E-Books) to be Referred by Students

Sr. No	E- Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Direct Taxes-II	Shreyas Bondre	V-MIS		All

4.d Web Links and Names of Magazines, Journals, E-journals – [VIT is member of IIT Bombay Library]

Refer online journals subscribed in VIT library. You can also access IIT Bombay online library for journals from IITB campus.

Sr. No.	Web-Links and Names of Journals and E-Journals Recommended to Students for this Course	Web-Links and Names of Magazines Recommended to Students for this Course	Module Nos.
1	Corporate Professionals Today		All

2	ICAI Journal on Income Declaration Scheme 2016	All
---	--	-----

4.e Module Best Available in - Tick the best resource [from 4.a to 4.d in this AAP] & give details

Module No.	Category (Please Tick Mark) - v						Available In VSIT Library?		Details of the Resource (i.e. Name, Chapter & Page No., etc.)
	Book			Maga-zine	Journals		Y	N	
	Text	Reference	E-Book		Regular	E-Journal			
1		✓					✓		
2		✓					✓		
3		✓					✓		
4		✓					✓		
5		✓					✓		
6		✓					✓		
7		✓					✓		
8		✓					✓		

4.f Web Links for Online Notes/YouTube/VSIT Digital Content/VSIT Lecture Capture/NPTEL Videos

Students can view lectures by VIT professors, captured through LMS 'Lecture Capture' in VIT campus for previous years.

No.	Websites / Links	Module Nos.
1	https://www.youtube.com/watch?v=ExwNAh3-qfg	II
2	https://www.youtube.com/watch?v=7fpxSdlk2Is	VII

4.g Recommended MOOC Courses like Coursera / NPTEL / MIT-OCW / edX etc.

Sr. No.	MOOC Course Link	Course conducted by – Person / University / Institute / Industry	Course Duration	Certificate (Y / N)
1				

4.h Recommended Value Added Courses (VAC)

Sr. No.	Name of the Value Added Course	Conducted by – Person / Institute / Industry	Course Duration	Certificate (Y / N)
1	Taxation Course	Welingkar	6 Months	Yes

4.i Study Material Distributed among Students

Tick if distributed among students					
GQ	Notes	Digital Content	PPT	EQ (updated till the Last Exam)	Other (Write Details)
✓	✓	✓	✓	✓	

5. Consolidated Course Lesson Plan

	From (date/month/year)	From (date/month/year)	Total Number of Weeks
Semester Duration	11 th Jan 2021		15

Week	Lecture no.	Module No.	Lecture Topics / IA 1 and IA 2 / BSA planned to be covered	Actual date of Completion	Cos	Recommended Prior Viewing / Reading	
						Lecture No. (on LMS)	Chapter No. / Page Nos./ Books/ Web Site
1	1	2	Set off and carry forward of losses: Introduction				
	2	2	House property loss set off				
	3	2	Business loss set off				
2	4	2	Capital loss and other losses				
	5	2	Questions for practice				
	6	2	Questions for practice				
3	7	3	Computation of tax liability of individual and HUF: Introduction				
	8	3	Tax slabs				
	9	3	Special rates				

4	10	3	Agricultural income – indirect way of taxing				
	11	3	Questions on tax rates				
	12	4	Computation of tax liability of firm: Introduction				
5	13	4	Business income				
	14	4	Remuneration to partners				
	15	4	Questions on Remuneration to partners				
6	16	4	Question on tax payable by firm				
	17	4	Question on tax payable by firm				
	18	4	Question on tax payable by firm				
7	19	4	Question on tax payable by firm				
	20	5	Return of income: introduction				
	21	5	All ITR forms (Mini project)				
8	22	5	Defective return, belated return, docs				
	23	6	TDS, advance tax, interest payable: Introduction				
	24	6	TDS				
9	25	6	Advance tax				
	26	6	Interest u/s 234A, 234B, 234C				
	27	6	Questions on Advance tax, TDS				

10	28	6	Questions on Advance tax, TDS				
	29	6	Questions on Interest u/s 234 A B C				
	30	7	DTAA: introduction				
11	31	7	DTAA: Introduction				
	32	7	DTAA: Question on unilateral relief				
	33	7	DTAA: Question on bilateral relief				
12	34	7	DTAA: Question for practice				
	35	1	Clubbing of income: introduction				
	36	1	Clubbing of spouse income				
13	37	1	Clubbing of minor's income				
	38	1	Questions on clubbing				
	39	8	Tax planning (Individual presentations)				
14	40	8	Tax evasion (theory PPT)				

6. Rubric for Grading and Marking of Term Work (inform students at the beginning of semester)

Lecture + Practical (% Attendance) & Marks	Assignments	Tutorial	Lab / Practical Performance	Lab Journal Assessment	Class Tests (Other than IA)	Other (1) specify	Other (2) specify	Total
	2							2

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7. Assignments / Tutorials Details (must attach print out of all questions together with AAP)

Assignment No.	Title of the Assignments / Tutorials	CO Map	Assignments given to Students on	Date of Submission
1	Slab Rates of Income Taxes	III	5 th December 2018	10 th December 2018
2	Practical Sums on Partnership Firm	IV	15 th Jan 2019	25 th Jan 2019

Analysis of Assignment / Tutorial Questions and Related Resources

Assignment No.	Week No.	Type* (v)			Module No.	Based on #			Question Type (v)	
		R	UQ	OBT		Text Book	Reference Book	Other Learning Resource	MU EQ	Thought Provoking
1	1						✓	✓		
2	7					✓				

* Tick (v) the Type of the Assignment: Regular (R); Unannounced Quiz (UQ) ; Open Book Test for TY/SY/MASTERS (OBT)
 # Write number for Text book, reference book, other learning resource from this AAP – from Points 4.a to 4.d

8. Internal Assessment / Other Class Test / Open Book Test (OBT)/Take Home Test (THT) Details

Tests	Test Dates	Module No.	CO Map	IA Question Paper Pattern	Policy
1 st IA Test				Q1 – MCQ - 10 Marks Q2 – 1 numerical 5 Marks Q3 – 1 numerical 5 Marks 20 marks each for IA 1 & 2	No IA Re-test
2 nd IA Test					IA is a Head of passing *
Pop Quiz					
Open Book Test					
Take Home Test					
Class tests / prelims					

Class tests / prelims					
Any other test/exams					

* IA failures will have to appear for re-test in next semester

9.a Practical Activities – Regular Experiments

Practical No.	Module No.	Title of the Regular Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1					
2					
3					
4					
5					
6					
7					
8					
9					
10					

9.b Practical Activities – Newly Added Experiments

Practical No.	Module No.	Title of the Newly Added Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1					
2					

9.c Practical Activities – PBL Experiments

Practical No.	Module No.	Title of the PBL Experiments	Concepts to be highlighted	CO Map	Audit / Quality (0 to 4)
---------------	------------	-------------------------------------	----------------------------	--------	--------------------------

1					
2					

10. Beyond Syllabus Activities for Gap Mitigation

No.	Type of the Activity	Activities	Details – no of attendees, guest, feedback, mark sheet, report
1	Interaction with Outside World	Guest Lecture / Workshops	
2		Industrial Visit	
3	Test and Assessments	Class Tests – (other than IA)	✓
4		Mini Projects	
5		Pop Quiz	
6		Mobile App Based Quiz	✓
7		Open Book Test	
8		Take Home Test	
9	Collaborative and Group Activity	Poster Presentation	
10		Minute Papers	
11		Students Seminar	✓
12		Students Debates	
13		Panel Discussion / Mock GD	
14		Mock Interview	✓
15	Co-curricular Courses	MOOC-NPTEL/Coursera Videos	
16		Value Added Courses	
17		Lecture Capture Usage	

*** Do not delete any activity. Give details for planned events. Write 'NA' for activity Not Planned.**

Consolidated Academic Administration Plan Prepared by (mention all theory teaching faculty names with signature)

Prof. Shreyas Bondre

Prof. Sandip Khandekar

Faculty 1 Name (Sign.)

Faculty 2 Name (Sign.)

Faculty 3 Name (Sign.)

External Industry Mentor (Sign.)

External Academic Mentor (Sign.)

VSIT Cluster Mentor Name (Sign.)

Head of Dept. (Sign.)

The academic resources available in VSIT –

VMIS (ERP)	V-Refer and V-Live	VSIT Library	VAC & MOOC Courses
Institute & Department Vision and Mission	Former IA question papers and solutions (prepared by faculty)	Former IA question papers solutions - hardcopy	Value Added Courses (VAC) are conducted throughout the semester & in the semester break - Enrol for the VACs
Program Educational Objectives (PEO)	MU end semester examination question papers and solutions (prepared by faculty)	MU end semester exam question paper & solutions - by faculty, hardcopy	
Program Specific Outcome (PSO)	Class notes and Digital Content for the subject (scanned / typed by faculty)	All text books, reference books, e -books mentioned in the syllabus & AAP	Online courses from NPTEL, Coursera etc. are pursued throughout the semester - Register for the course & get certified
Program Outcome (PO)	Comprehensive question bank, EQ, GQ, PPT, Class Test papers	Technical journals and magazines for reference	
Departmental Knowledge Map	Academic Administration Plan & Beyond Syllabus Activity report	VSIT library is member of IIT Bombay Library	Watch former lectures captured in LMS at VSIT

1.a Course Objectives (write in detail – follow NBA guideline in this regard)

Cognitive	What do you want students to know?	Gain knowledge about new tools common to financial statement analysis and how to use them in practical applications. To develop an understanding of company accounts and foreign branch.
Affective	What do you want students to think / care about?	Understand how financial statement information can help solve business problems. To know the procedure for redemption of debenture, preference share and its impact on revised capital.
Behavioural	What do you want students to be able to do?	Can become accountants and finance professionals. To be well versed with foreign branch accounts

1.b Course Outcome (CO) Statements and Module-Wise Mapping (follow NBA guideline)

CO No.	Statements	Related Module/s
CO1	Employ critical thinking skills to analyse financial data as well as the effects of differing financial accounting methods on the financial statements.	Unit 1
CO2	To be able to describe how companies redeem its preference shares	Unit 2
CO3	To understand the methods of redemption of debentures and the accounting thereof; and explain the concept of sinking fund, its use for redemption of debentures and the accounting thereof	Unit 3
CO4	Understand the different "ratios" used in ascertaining profit prior to incorporation. Apportion various expenses and incomes between pre- and post-incorporation periods using different bases.	Unit 4
CO5	Understand concept of branches and their classification from accounting point of view	Unit 5

1.c Mapping of COs with POs (mark S: Strong, M: Moderate, W: Weak, Dash '-': not mapped)

	PO 1	PO 2	PO 3	PO 4	PO 5	PO 6	PO 7	PO 8	PO 9	PO 10	PO 11	PO 12
CO 1	S	S	S	M	S	S						
CO 2	S	S	S	M	M	M						
CO 3	S	S	S	M	M	M						
CO 4	S	S	S	S	M	S						
CO 5	S	S	M	M	M	M						

1.d Mapping of COs with PSOs (mark S: Strong, M: Moderate, W: Weak, Dash '-':not mapped)

	PSO 1	PSO 2	PSO 3	PSO 4	PSO 5	PSO6
CO 1	S	S	S	M	S	S
CO 2	S	S	S	M	M	M
CO 3	S	S	S	M	M	M
CO 4	S	S	S	S	M	S
CO 5	S	S	M	M	M	M

1.e Teaching and Examination Scheme (As specified by the University) for the Course

Categories	Mathematics	Computing / IT / Electronics	Humanities & Soft Skill	Social Sciences	Commerce	Management	Multidisciplinary
Tick suitable category					✓		

Subject Code	Subject Name	Teaching Scheme			Credits Assigned			
		Theory	Practical	Tutorial	Theory	TW/Practical	Tutorial	Total
	FA IV	75	--	--	3	-	--	3

Subject Code	Subject Name	Examination Scheme							
		Theory Marks IA Test			End Sem. Exam Marks	TW	Practical	Oral	Total
		IA 1	IA 2	Sum of IA1 and IA2					
	FA IV	20	05	25	75	--	--	--	75

1.f Faculty-Wise Distribution of all Lecture-Practical-Tutorial Hours for the Course

Divisions	Lecture (Hrs.)	Practical (Hrs.)				Tutorial (Hrs.)			
		Batch 1	Batch 2	Batch 3	Batch 4	Batch 1	Batch 2	Batch 3	Batch 4
Batch 1	3.33	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.
Batch 2	3.33	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.

1.g Office Hours (Faculty will be available in office in this duration for solving students' query)

Division	Day	Time (at least 1 Hr. / Division)	Venue (Office Room No.)
Batch 1	Tuesday		
Batch 2	Wednesday		

2.a Syllabus: Module Wise Teaching Hours and % Weightage in University Question Paper

Module No.	Module Title and Brief Details	Teaching Hrs. for each module	% Weightage in University Question Papers
1	Preparation of Final Accounts of Companies	12.5	20
2	Redemption of Preference Shares	8.33	20
3	Redemption of Debentures	12.5	20
4	Ascertainment and Treatment of Profit Prior to Incorporation	8.33	20
5	Foreign Branch	8.33	20
* Insert rows for more modules in the Course		Total	50
			100

2.b Prerequisite Courses

No.	Semester	Name of the Course	Topic/s
1	12 th std	SYJC subjects	2 & 3
2	12 th std	Book-Keeping	2 & 3
3	1	Financial accounting – I	1
4	3	Financial accounting – III	1 & 5

2.c Relevance to Future Courses

No.	Semester	Name of the Course
1	V & VI	TYBAF
2	Part 1	M.Com

2.d Real Life Application Mapping – Mention Application from Very Common Day to Day Life

No.	Real Life Application Mapping with the Course
1	Redemption of Debentures & Preference Shares –they can do their own investments

2	Preparation of Foreign Branch A/c –Currency- Be good financial Analyst
3	Companies Final Accounts

3. Past Results – Division-Wise and Topic-Wise Result Based Analysis

Details	Target - Dec 2017	Dec 2016	Dec 2015
Course Passing % – Average of 3 Divisions		94.04	96
Marks Obtained by Course Topper (mark/100)		99	96

Year	Division A		Division B		Division C	
	Initials of Teacher	% Result	Initials of Teacher	% Result	Initials of Teacher	% Result
2019	SSK	95.23%	MAA	94.13%	MAA	92.45%
2018	MAA/ KCM	94.13	MAA/KSM	93	MAA/KCM	91

Topics which affect results negatively	Module Number	Recommendations to overcome these issues & improve result in future
Preparation of Final Accounts of Companies	1	Extra Practical questions have to be solved
Redemption of Debentures	3	Extra Practical questions have to be solved and theory should be explained well

4 All the Learning Resources – Books and E-Resources

4.a List of Text Books (T – Symbol for Text Books) to be Referred by Students

Sr. No	Text Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Advance Accounts	Shukla and Grewal	S. Chand and Company		
2	Advanced Accountancy	R.L Gupta and M. Radhaswamy	S. Chand and Company		
3	Introduction to Accountancy	T.S. Grewal	S. Chand and Company (P) Ltd		

4.b List of Reference Books (R – Symbol for Reference Books) to be Referred by Students

Sr. No	Reference Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Advanced Accounting	CA. D.G. Sharma	Taxmann's	2	1-3
2	Financial Accounting	L.N. Chopde	Sheth	2	1-4

4.c List of E - Books (E – Symbol for E-Books) to be Referred by Students

Sr. No	E- Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Ascertainment and Treatment of Profit Prior to	C.A. S.S. Pratap	ICAI		4

	Incorporation				
2	Foreign Branches	C.A. SM Asha	ICAI		5

4.d Web Links and Names of Magazines, Journals, E-journals – [VIT is member of IIT Bombay Library]

Refer online journals subscribed in VIT library. You can also access IIT Bombay online library for journals from IITB campus.

Sr. No.	Web-Links and Names of Journals and E-Journals Recommended to Students for this Course	Web-Links and Names of Magazines Recommended to Students for this Course	Module Nos.
1	http://www.accaglobal.com	Chartered Accountant – ICAI scales new heights of success	1-5
2		Chartered Accountant – Looking for new horizons	1-5
3		Chartered Accountant – Pollinating the growth	1-5
4		Chartered Accountant – Expanding growth	1-5
5		Chartered Accountant – International Taxation	1-5
6		Chartered Accountant – 67 years as institution of public trust	1-5

4.e Module Best Available in - Tick the best resource [from 4.a to 4.d in this AAP] & give details

Module No.	Category (Please Tick Mark) - √						Available In VSIT Library?		Details of the Resource (i.e. Name, Chapter & Page No., etc.)
	Book			Magazine	Journals		Y	N	
	Text	Reference	E-Book		Regular	E-Journal			
1		✓					✓		Advanced Accounting
2		✓					✓		Financial Accounting
3		✓					✓		Advanced Accounting
4			✓						PDF
5			✓						PDF

4.f Web Links for Online Notes/YouTube/VSIT Digital Content/VIT Lecture Capture/NPTEL Videos

Students can view lectures by VSIT professors, captured through LMS 'Lecture Capture' in VIT campus for previous years.

No.	Websites / Links	Module Nos.
1	Digital Content	1-5
2	https://youtu.be/_sCjuWHeqok Partnership Final Accounts	1
3	https://youtu.be/W6VWaswO2FE - Profit Prior Post Incorporation	4
4	https://youtu.be/xPFkb28dD4U - Foreign currency Transaction	5

4.g**Recommended MOOC Courses like Coursera / NPTEL / MIT-OCW / edX etc.**

Sr. No.	MOOC Course Link	Course conducted by – Person / University / Institute / Industry	Course Duration	Certificate (Y / N)
1	Foreign Exchange Markets: Concepts, Instruments, Risks and Derivatives https://www.classcentral.com/course/edx-foreign-exchange-markets-concepts-instruments-risks-and-derivatives-11720	Indian Institute of Management Bangalore via edX	5 weeks	Y
2	Partnership final Account https://www.coursera.org/lecture/taxation-business-entities-part-2/lesson-1-5-2-accounting-methods-ktH8T	University of Illinois	6 weeks	Y

4.h**Recommended Value Added Courses (VAC)**

Sr. No.	Name of the Value Added Course	Conducted by – Person / Institute / Industry	Course Duration	Certificate (Y / N)
1	Tally ERP9	Ms. Suchita Kawale	30 hrs	Y

4.i**Study Material Distributed among Students**

Tick if distributed among students					
GQ	Notes	Digital Content	PPT	EQ (updated till the Last Exam)	Other (Write Details)
✓ <input type="checkbox"/>	✓ <input type="checkbox"/>	✓ <input type="checkbox"/>	✓ <input type="checkbox"/>	✓ <input type="checkbox"/>	

5.**Consolidated Course Lesson Plan**

	From (date/month/year)	To (date/month/year)	Total Number of Weeks
Semester Duration	11/1/2020		15

Week	Lecture no.	Module No.	Lecture Topics / IA 1 and IA 2 / BSA planned to be covered	Actual date of Completion	COs	Recommended Prior Viewing / Reading	
						Lecture No. (on LMS)	Chapter No. / Page Nos. / Books/ Web Site
1	1	4	Introduction How to ascertain Pre Incorporation Profits / Loss		CO4		
	2	4	Time ratio, sales ratio, post, pre Treatment of Pre and Post Incorporation Profits / Loss - Proforma		CO4		
	3	4	Practical problem		CO4		

2	4	4	Practical problem – P & L A/c – specific basis of Allocation		CO4		
	5	4	Practical problem – Interest on purchase consideration given.		CO4		
	6	4	Practical problem		CO4		
3	7	4	Practical problem		CO4		
	8	4	Revision		CO4		
	9	5	Important features and Translation norms in case of foreign branches Definition as per AS-11, Translation of Financial Statement of Foreign operations		CO5		
4	10	5	Practical problem		CO5		
	11	5	Practical problem		CO5		
	12	5	Practical problem		CO5		
5	13	2	Legal provisions of Companies Act Sources of Redemption		CO2		
	14	2	Divisible profits, Accounting entries		CO2		
	15	2	How to determine minimum amount of Fresh issue- Practical problems		CO2		
6	16	2	Partly paid up shares -Practical problems CRR + New Shares		CO2		
	17	2	Forfeiture of shares - Practical problems		CO2		
	18	2	Redemption out of entire profits, partly from profits or new issue balance sheet -Practical problems		CO2		
7	19	2	Redemption in two lots -Practical problems		CO2		
	20	2	Bonus + Redemption -Practical problems		CO2		

	21	2	New issue, redemption at premium, Bonus - Practical problems		CO2		
8	22	2	Revision of important journal entries related to redemption of preference shares		CO2		
	23	3	Redemption of Debentures Redemption at par, premium, discount, Redemption out of capital (Journal entries & Simple problem)		CO3		
	24	3	Journal entries of redemption		CO3		
9	25	3	Redemption fully out of capital in annual instalments		CO3		
	26	3	Redemption out of profits Debenture redemption reserve Redemption fully out of profits by annual DRR, SEBI and Draw of lots		CO3		
	27	3	Practical problem - Entries on conversion (Practical problem)		CO3		
10	28	3	Practical problem - Sinking fund/ Debenture Redemption Fund		CO3		
	29	3	Practical problem - Part Redemption		CO3		
	30	3	Practical problem - Option		CO3		
11	31	3	Practical problem - Sold at loss and its treatment		CO3		
	32	3	Practical problem		CO3		
	33	1	Provisions of Companies Act, 2013 Format of Balance sheet, Format of Profit and Loss statement		CO1		
12		1	Accounting standard 1: Disclosure of accounting policies and its relevance in preparation of final accounts		CO1		Self Study
	34	1	Transfer to provision for taxation, Dividend, interim : Declaration and payment		CO1		
	35	1	Practical problems covering adjustments of directors fees, depreciation, transfer to general reserves, Bonus to staff, dividend		CO1		
13	36	1	Preparation of balance sheet and profit and loss statement covering adjustments related to Closing stock, Schedule of Fixed asset		CO1		

	37	1	Preparation of balance sheet and profit and loss statement covering adjustments related to Damages, transfer to redemption reserve		CO1		Quiz on Self study Topic
	38	1	Preparation of balance sheet and profit and loss statement covering adjustments related to advance tax, provision for tax		CO1		
14	39	1	Preparation of balance sheet and profit and loss statement covering adjustments related to revaluation of land, provision for bad debts		CO1		
	40	1	Preparation of balance sheet and profit and loss statement covering adjustments related to Dividend in arrears, Remuneration to MD		CO1		
	41	1	Preparation of balance sheet and profit and loss statement covering adjustments related to Bonus shares, outstanding, prepaid, preliminary expenses		CO1		
15	42	1	Practical problems on final accounts of companies		CO1		
	43	1	Practical problems on final accounts of companies		CO1		
	44	1	Practical problems on final accounts of companies		CO1		
	45	1	Revision of important adjustments, VIVA on important adjustments		CO1		

6. Rubric for Grading and Marking of Term Work (inform students at the beginning of semester)

Lecture + Practical (% Attendance) & Marks	Assignments	Tutorial	Lab / Practical Performance	Lab Journal Assessment	Class Tests (Other than IA)	Class participation	Other (2) specifying	Total
						05		05

7. Assignments / Tutorials Details (must attach print out of all questions together with AAP)

Assignment No.	Title of the Assignments / Tutorials	CO Map	Assignments given to Students on	Date of Submission
1	Ascertainment and Treatment of Profit Prior to Incorporation – Practical Problems	4	3 rd week	4 th week

2	Foreign Branch – Practical Problems	5	6 th Week	7 th Week
1	Preparation of Final Accounts of Companies – Practical Problems	1	12 th week	13 th week

Analysis of Assignment / Tutorial Questions and Related Resources

Assignment No.	Week No.	Type* (√)			Module No.	Based on #			Question Type (√)	
		R	UQ	OBT		Text Book	Reference Book	Other Learning Resource	MU EQ	Thought Provoking
1	2	✓			1		✓			✓
2	5	✓			2		✓			✓
3	6	✓			3		✓			✓
4	8	✓	✓		4		✓			✓
5	10	✓			5		✓			✓

* Tick (√) the Type of the Assignment: Regular (R); Unannounced Quiz (UQ) ; Open Book Test for TY/SY/MASTERS (OBT)

Write number for Text book, reference book, other learning resource from this AAP – from Points 4.a to 4.d

8. Internal Assessment / Other Class Test / Open Book Test (OBT)/Take Home Test (THT) Details

Tests	Test Dates	Module No.	CO Map	IA Question Paper Pattern	Policy
1 st IA Test	February 2018	1 & 4		Q1 – MCQ - 10 Marks Q2 – 1 numerical 5 Marks Q3 – 1 numerical 5 Marks 20 marks each for IA 1 & 2	No IA Re-test
2nd IA Test					IA is a Head of passing *
Pop Quiz	✓				
Open Book Test	✓				
Take Home Test	✓				
Class tests / prelims					
Class tests / prelims					

Any other test/exams					
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*** IA failures will have to appear for re-test in next semester**

9.a Practical Activities – Regular Experiments

Practical No.	Module No.	Title of the Regular Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1					
2					
3					
4					
5					
6					
7					
8					
9					
10					

9.b Practical Activities – Newly Added Experiments

Practical No.	Module No.	Title of the Newly Added Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1					
2					

9.c Practical Activities – PBL Experiments

Practical No.	Module No.	Title of the PBL Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
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1	1	Companies Final Accounts		1	
2	2	Case study on Redemption of preference shares		2	

10. Beyond Syllabus Activities for Gap Mitigation

No.	Type of the Activity	Activities	Details – no of attendees, guest, feedback, mark sheet, report
1	Interaction with Outside World	Guest Lecture / Workshops	C. A. Xavier Rajan
2		Industrial Visit	✓
3	Test and Assessments	Class Tests – (other than IA)	
4		Mini Projects	✓
5		Pop Quiz	✓
6		Mobile App Based Quiz	
7		Open Book Test	✓
8		Take Home Test	✓
9	Collaborative and Group Activity	Poster Presentation	✓
10		Minute Papers	
11		Students Seminar	
12		Students Debates	
13		Panel Discussion / Mock GD	
14	Mock Interview		
15	Co-curricular Courses	MOOC-NPTEL/Coursera Videos	✓
16		Value Added Courses	✓
17		Lecture Capture Usage	

*** Do not delete any activity. Give details for planned events. Write 'NA' for activity Not Planned.**

Consolidated Academic Administration Plan Prepared by (mention all theory teaching faculty names with signature)

Faculty 1 Name (Sign.)
Ms. Agnus A Meledath

External Industry Mentor (Sign.)

External Academic Mentor (Sign.)

Prof. Pallav Shah

Prof. L.N.Chopde

VSIT Cluster Mentor Name (Sign.)

Sandip Khandekar

Head of Dept. (Sign.)

Sandip Khandekar

Version 2020-21

The academic resources available in VSIT –

VMIS (ERP)	V-Referand V-Live	VSIT Library	VAC & MOOC Courses
Institute & Department Vision and Mission	Former IA question papers and solutions (prepared by faculty)	Former IA question papers solutions - hardcopy	Value Added Courses (VAC) are conducted throughout the semester & in the semester break - Enrol for the VACs
Program Educational Objectives (PEO)	MU end semester examination question papers and solutions (prepared by faculty)	MU end semester exam question paper & solutions - by faculty, hardcopy	
Program Specific Outcome (PSO)	Class notes and Digital Content for the subject (scanned / typed by faculty)	All text books, reference books, e -books mentioned in the syllabus& AAP	Online courses from NPTEL, Coursera etc. are pursued throughout the semester - Register for the course& get certified
Program Outcome (PO)	Comprehensive question bank, EQ, GQ, PPT, Class Test papers	Technical journals and magazines for reference	
Departmental Knowledge Map	Academic Administration Plan & Beyond Syllabus Activity report	VSIT library is member of IIT Bombay Library	Watch former lectures captured in LMS at VSIT

1.a Course Objectives (write in detail – follow NBA guideline in this regard)

Cognitive	What do you want students to know?	To learn various tools for financial statement analysis and know the financial functions of the organisation.
Affective	What do you want students to think / care about?	To integrate the concepts of management accounting for controlling Performance, finding solutions of Strategic Business Problems and Coordinating Operations
Behavioural	What do you want students to be able to do?	To interpret financial statements for effective decision making

1.b Course Outcome (CO) Statements and Module-Wise Mapping (follow NBA guideline)

CO No.	Statements	Related Module/s
CO1	To understand the role of Mgmt Accounting in Decision making	Unit 1
CO2	To learn practical aspects of analysing and interpreting Financial statements	Unit 2
CO3	To learn analysis tool for financial statement analysis – ratio analysis	Unit 3
CO4	To learn various aspects of cash flow within organisation – cash Flow Analysis	Unit 4
CO5	To learn different components of Working capital and estimating future requirements	Unit 5

1.c Mapping of COs with POs (mark S: Strong, M: Moderate, W: Weak, Dash '-': not mapped)

	PO 1	PO 2	PO 3	PO 4	PO 5	PO 6	PO 7	PO 8	PO 9	PO 10	PO 11	PO 12
CO 1	S	S	S	W	M							
CO 2	S	M	S	M	M							
CO 3	S	S	M	M	W							
CO 4	S	M	M	W	M							
CO 5	S	M	M	M	M							

1.d Mapping of COs with PSOs (marks: Strong, M: Moderate, W: Weak, Dash '-': not mapped)

	PSO 1	PSO 2	PSO 3	PSO 4
CO 1				
CO 2				
CO 3				
CO 4				
CO 5				

1.e Teaching and Examination Scheme (As specified by the University) for the Course

Categories	Mathematics	Computing / IT / Electronics	Humanities & Soft Skill	Social Sciences	Commerce	Management	Multidisciplinary
Tick suitable category					✓		

Subject Code	Subject Name	Teaching Scheme			Credits Assigned			
		Theory	Practical	Tutorial	Theory	TW/Practical	Tutorial	Total
UBAF407	Introduction to Management Accounting	75			3			3

Subject Code	Subject Name	Examination Scheme							
		Theory Marks IA Test			End Sem. Exam Marks	TW	Practical	Oral	Total
		IA 1	IA 2	Average of IA1 and IA2					
UBAF407	Introduction to Management Accounting	20			75			05	100

1.f Faculty-Wise Distribution of all Lecture-Practical-Tutorial Hours for the Course

Divisions/batches	Lecture (Hrs.)	Practical (Hrs.)				Tutorial (Hrs.)			
		Batch 1	Batch 2	Batch 3	Batch 4	Batch 1	Batch 2	Batch 3	Batch 4
A	45								
B	45								

1.g Office Hours (Faculty will be available in office in this duration for solving students' query)

Division	Day	Time (at least 1 Hr. / Division)	Venue (Office Room No.)
A	Monday	3 pm to 4 pm	Online link
B	Tuesday	3 pm to 4 pm	Online link
C	Wednesday	3 pm to 4 pm	Online link

2.a Syllabus : Module Wise Teaching Hours and % Weightage in University Question Paper

Module No.	Module Title and Brief Details	Teaching Hrs. for each module	% Weightage in University Question Papers
1	Introduction to Management Accounting	03	Equal
2	Analysis and Interpretation of Accounts	12	
3	Financial Statement Analysis : Ratio Analysis	10	
4	Cash Flow Analysis	10	
5	Working Capital Management	10	
<i>* Insert rows for more modules in the Course</i> Total		45	100

2.b Prerequisite Courses

No.	Semester	Name of the Course	Topic/s
1	Nil		

2.c Relevance to Future Courses

No.	Semester	Name of the Course
1	II	M.COM (Cost and management Accounting)
2	V	BAF (SAPM)

2.d Real Life Application Mapping – Mention Application from Very Common Day to Day Life

No.	Real Life Application Mapping with the Course
1	To analyze financial statements published in annual reports
2	To take corrective decisions affecting operational and finance function of the organizations.

3	To improve performance and motivate employees

3. Past Results – Division-Wise and Topic-Wise Result Based Analysis

Details	Target - May 2021	May 2020	May 2019	May 2018	May 2017
Course Passing % – Average of 3 Divisions	100	99.49%	96.79%	98.99%	95.42%
Marks Obtained by Course Topper (mark/100)	100	98	95	99	95

Year	Division A		Division B		Division C	
	Initials of Teacher	% Result	Initials of Teacher	% Result	Initials of Teacher	% Result
May 2020	PAN	98.52%	PAN	100%	PAN	100%

Topics which affect results negatively	Module Number	Recommendations to overcome these issues & improve result in future
ratios	3	remembering through word art
Cash flow analysis	4	more practice of sums, case study [annual report]

4 All the Learning Resources – Books and E-Resources

4.a List of Text Books (T – Symbol for Text Books) to be Referred by Students

Sr. No	Text Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Cost and Management Accounting	P C Tulsian	Mc Graw Hills		All

4.b List of Reference Books (R – Symbol for Reference Books) to be Referred by Students

Sr. No	Reference Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Management Accounting	I.M. Pandey	Vikas		All
2	Management Accounting	Khan & Jain	Taxmann		All
	Cost and Management Accounting	Ravi Kishore	Taxmann		

4.c List of E - Books (E – Symbol for E-Books) to be Referred by Students

Sr. No	E- Book Titles	Author/s	Publisher	Edition	Module Nos.
1	https://www.freebookcentre.net/business-books-download/Management-Accounting.html				All
2	https://www.pdfdrive.com/cost-management-accounting-icsi-d17308091.html	ICSI			All
3	https://www.pdfdrive.com/management-accounting-e20228402.html				All

4.d Web Links and Names of Magazines, Journals, E-journals– [VIT is member of IIT Bombay Library]

Refer online journals subscribed in VIT library. You can also access IIT Bombay online library for journals from IITB campus.

Sr. No.	Web-Links and Names of Journals and E-Journals Recommended to Students for this Course	Web-Links and Names of Magazines Recommended to Students for this Course	Module Nos.
1	https://www.journals.elsevier.com/management-accounting-research	https://www.imanet.org/insights-and-trends/management-accounting-quarterly	All
2	https://www.emeraldinsight.com/series/advma	The Institute of Cost and Management Accountant of India	All
3	http://aaapubs.org (American Accounting Association)		All

4.e Module Best Available in - Tick the best resource [from 4.a to 4.d in this AAP] & give details

Module No.	Category (Please Tick Mark) - √						Available In VSIT Library?		Details of the Resource (i.e. Name, Chapter & Page No., etc.)
	Book			Magazine	Journals		Y	N	
	Text	Reference	E-Book		Regular	E-Journal			
1	✓	✓					Y		Unit 1
2	✓	✓					Y		Unit 2
3	✓	✓					Y		Unit 3
4	✓	✓					Y		Unit 4
5	✓	✓					Y		Unit 5

4.f Web Links for Online Notes/YouTube/VIT Digital Content/VIT Lecture Capture/NPTEL Videos

Students can view lectures by VIT professors, captured through LMS 'Lecture Capture' in VIT campus for previous years.

No.	Websites / Links	Module Nos.
1	http://gurukpo.com/management-accounting	1-5
2	https://www.thesisscientist.com	1-5

4.g Recommended MOOC Courses like Coursera / NPTEL / MIT-OCW / edX etc.

Sr. No.	MOOC Course Link	Course conducted by – Person / University / Institute / Industry	Course Duration	Certificate (Y / N)
1	https://www.edx.org/course/introduction-to-management-accounting-2	EDX. Org	6 weeks	N

4.h Recommended Value Added Courses (VAC)

Sr. No.	Name of the Value Added Course	Conducted by – Person / Institute / Industry	Course Duration	Certificate (Y / N)
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1	Managerial Accounting for beginners	Udemy	4 hours	Y
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4.i Study Material Distributed among Students

Tick if distributed among students					
GQ	Notes	Digital Content	PPT	EQ (updated till the Last Exam)	Other (Write Details)
✓	✓		✓	✓	

5. Consolidated Course Lesson Plan

	From (date/month/year)	To (date/month/year)	Total Number of Weeks
Semester Duration	11/1/2021	31/3/2021	12 weeks

Week	Lecture no.	Module No.	Lecture Topics / IA 1 and IA 2 / BSA planned to be covered	Actual date of Completion	Cos	Recommended Prior Viewing / Reading	
						Lecture No. (on LMS)	Chapter No. / Page Nos./ Books/ Web Site
1	1	1	Syllabus discussion and paper format Unit 1 - Introduction to Management Accounting – meaning, features				
	2	1	Importance of MA, Functions of Management accountant, Role of accountants in decision making, Tools of Mgmt accounting,		CO1		
	3	1	Types of information used in decision making, Mgmt Accounting framework, difference between MA and FA (https://www.youtube.com/watch?v=6f8mH0eXnIY)		CO1		
	4	2	Unit 2 : Analysis and interpretation of Accounts – Definition, purpose, and objectives of Financial statements (https://www.youtube.com/watch?v=c8HxuTv-abo)		CO2		
2	5	2	Features and qualities of FS, Preparation of FS- Balance sheet (vertical format)		CO2		
	6	2	Practical sums on preparation of vertical Balance sheet		CO2		

	7	2	Preparation of FS- Income statement (vertical format)		CO2		
	8	2	Practical sums on preparation of vertical Income statement		CO2		
3	9	2	Comparative statements – meaning, format, purpose, practical sums		CO2		
	10	2	Practical sums on comparative statements (Minute paper)		CO2		
	11	2	Common size statements – meaning, format, purpose, practical sums		CO2		
	12	2	Practical sums on common size statements		CO2		
4	13	2	Trend analysis – meaning, format, purpose, practical sums		CO2		
	14	2	Practical sums on trend analysis(Minute paper)		CO2		
	15	2	Practice of all types [Class Test on unit 2 and Video Quiz thru TED ED] + Asgn 1		CO2		
	16	3	Unit 3 – Financial statement analysis (Ratio analysis) : meaning, objectives of ratios, nature of ratios		CO3		
5	17	3	Classification of ratios (https://www.youtube.com/watch?v=KYUWMTS7kiQ&t=328s)		CO3		
	18	3	Balance sheet ratios – Current, liquid, proprietary, Stock to working capital, debt equity		CO3		
	19	3	Sums on Balance sheet ratios		CO3		
	20	3	Revenue statement ratios – gross profit, net profit, expense, net profit, net operating profit, stock turnover		CO3		
6	21	3	Sums on Revenue statement ratios		CO3		
	22	3	Combined ratios – ROCE, ROE, ROPF, debt service, creditors and debtors turnover ratios		CO3		

	23	3	Sums on Combined ratios		CO3		
	24	3	Sums on Income statement, Balance sheet and Uses and limitation of Accounting Ratios (Memory matrix)		CO3		
7	25	3	Practice sums and Class test on Unit III and Video Quiz thru TED ED		CO3		
	26	4	Unit 4: Cash Flow analysis – meaning, cash equivalents, classification of activities		CO3		
	27	4	Method of calculating cash flow from operational activities – Direct method		CO3		
	28	4	Method of calculating cash flow from operational activities – Indirect method (https://www.youtube.com/watch?v=2tr_6D2SE3w)		CO4		
8	29	4	Procedure, benefits and limitations of CFS		CO4		
	30	4	Proforma of CFS as per AS 3 issued by ICAI		CO4		
	31	4	Practical sums on CFS		CO4		
	32	4	Practical sums on CFS		CO4		
9	33	4	Practical sums on CFS (muddiest point)		CO4		
	34	4	Practical sums on CFS		CO4		
	35	4	Practice sums and class test on Unit IV and Video Quiz thru TED ED + Asgn 2		CO4		
	36	5	Unit 5: Working capital management – definitions, need, nature, operating cycle (https://www.youtube.com/watch?v=aj96CJt6HKM)		CO5		
10	37	5	Classification of Working capital and Factors determining working capital requirements, importance and management of working capital		CO5		

	38	5	Sources of working capital, proforma of working capital estimation		CO5		
	39	5	Practical sums on estimation of working capital requirements		CO5		
	40	5	Practical sums on estimation of working capital requirements (minute paper)		CO5		
11	41	5	Practical sums on estimation of working capital requirements [Asgn 3]		CO5		
	42	5	Practical sums on estimation of working capital requirements		CO5		
	43	5	Practical sums on estimation of working capital requirements		CO5		
	44	5	Practical sums on estimation of working capital requirements		CO5		
12	45	5	Practice sums and Class test of Unit V and Video Quiz thru TED ED		CO5		

6. Rubric for Grading and Marking of Term Work (inform students at the beginning of semester)

Lecture + Practical (% Attendance) & Marks	Assignments	Tutorial	Lab / Practical Performance	Lab Journal Assessment	Class Tests (Other than IA)	Other (1) specify	Other (2) Specify	Total
05	04				01			5

7. Assignments / Tutorials Details (must attach print out of all questions together with AAP)

Assignment No.	Title of the Assignments / Tutorials	CO Map	Assignments given to Students on	Date of Submission
----------------	--------------------------------------	--------	----------------------------------	--------------------

1	Analysis of 2 Annual reports each for comparative, common size and trend analysis	CO 1,CO2	15 th lec	20 th lec
2	Analysis of 2 annual reports from 2 sectors each for CFS, ratio Analysis	CO3, CO 4	35 th lec	40 th lec
3	Estimation of working capital requirements thru survey of 20 small shop owners – mini project	CO5	41 th lec	45 th lec

✓ **Analysis of Assignment / Tutorial Questions and Related Resources**

Assignment No.	Week No.	Type* (✓)			Module No.	Based on #			Question Type (✓)	
		R	UQ	OBT		Text Book	Reference Book	Other Learning Resource	MU EQ	Thought Provoking
1	6				1, 2			✓		✓
2	9				3, 4			✓		✓
3	11				5			✓		✓

* Tick (✓) the Type of the Assignment: Regular (R); Unannounced Quiz (UQ) ; Open Book Test for TY/SY/MASTERS (OBT)
Write number for Text book, reference book, other learning resource from this AAP–from Points 4.a to 4.d

8. Internal Assessment / Other Class Test / Open Book Test (OBT)/Take Home Test (THT) Details

Tests	Test Dates	Module No.	CO Map	IA Question Paper Pattern	Policy
1 st IA Test	8 th Week		CO 1, CO 2	Q1 – MCQ - 10 Marks Q2 – 1 numerical 5 Marks Q3 – 1 numerical 5 Marks 20 marks each for IA 1 & 2	No IA Re-test
2 nd IA Test					IA is a Head of passing *
Pop Quiz/ video Quiz on TED ED	4 th , 7 th , 9 th and 12 th week	2,3,4 and 5	CO2.3.4 AND 5		
Open Book Test					
Take Home Test					
Class test / prelims	4 th , 7 th , 9 th and 12 th week	2,3,4 and 5	CO2.3.4 AND 5		

* IA failures will have to appear for re-test in next semester

9.a Practical Activities – Regular Experiments

Practical No.	Module No.	Title of the Regular Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate
---------------	------------	----------------------------------	----------------------------	--------	----------------------

					(0 to 4)
1					

9.b Practical Activities – Newly Added Experiments

Practical No.	Module No.	Title of the Newly Added Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1					

9.c Practical Activities – PBL Experiments

Practical No.	Module No.	Title of the PBL Experiments	Concepts to be highlighted	CO Map	Audit / Quality (0 to 4)
1	3 and 4	Analysis of FS through Annual report	Ratio analysis, CFS	CO 3 and CO4	

10. Beyond Syllabus Activities for Gap Mitigation

No.	Type of the Activity	Activities	Details – no of attendees, guest, feedback, mark sheet, report
1	Interaction with Outside World	Guest Lecture / Workshops	
2		Industrial Visit	
3	Test and Assessments	Class Tests – (other than IA)	✓
4		Mini Projects	Visiting shops and know estimation of working capital requirements
5		Pop Quiz/ Video Quiz	✓
6		Mobile App Based Quiz	
7		Open Book Test	
8		Take Home Test	
9	Collaborative and Group Activity	Poster Presentation	
10		Minute Papers	✓ NA
11		Students Seminar	
12		Students Debates	
13		Panel Discussion / Mock GD	NA
14		Mock Interview	NA

15	Co-curricular Courses	MOOC-NPTEL/Coursera Videos	✓
16		Value Added Courses	✓
17		Lecture Capture Usage	NA

*** Do not delete any activity. Give details for planned events. Write 'NA' for activity Not Planned.**

Consolidated Academic Administration Plan Prepared by (mention all theory teaching faculty names with signature)

Faculty 1 Name (Sign.)

Faculty 2 Name (Sign.)

Faculty 3 Name (Sign.)

Prathma Nemane

External Industry Mentor (Sign.)

External Academic Mentor (Sign.)

VSIT Cluster Mentor Name (Sign.)

Head of Dept. (Sign.)

The academic resources available in VSIT –

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Institute & Department Vision and Mission	Former IA question papers and solutions (prepared by faculty)	Former IA question papers solutions - hardcopy	Value Added Courses (VAC) are conducted throughout the semester & in the semester break - Enrol for the VACs
Program Educational Objectives (PEO)	MU end semester examination question papers and solutions (prepared by faculty)	MU end semester exam question paper & solutions - by faculty, hardcopy	
Program Specific Outcome (PSO)	Class notes and Digital Content for the subject (scanned / typed by faculty)	All text books, reference books, e - books mentioned in the syllabus & AAP	Online courses from NPTEL, Coursera etc. are pursued throughout the semester - Register for the course & get certified
Program Outcome (PO)	Comprehensive question bank, EQ, GQ, PPT, Class Test papers	Technical journals and magazines for reference	
Departmental Knowledge Map	Academic Administration Plan & Beyond Syllabus Activity report	VSIT library is member of IIT Bombay Library	Watch former lectures captured in LMS at VSIT

1.a Course Objectives (write in detail – follow NBA guideline in this regard)

Cognitive	What do you want students to know?	Understand some basic concepts of research and its methodologies Identify appropriate research topics and their relevance to the real world
Affective	What do you want students to think / care about?	Students should think about research problem, parameters and how the findings would help the world/society.
Behavioural	What do you want students to be able to do?	Students should be able to write a research proposal. Students should be able to use statistical and econometrical models and tools to analyse the data.

1.b Course Outcome (CO) Statements and Module-Wise Mapping (follow NBA guideline)

CO No.	Statements	Related Module/s
--------	------------	------------------

CO1	Students should understand a general definition of research design, process of designing a research study from its inception to its report. They should be able to frame Hypothesis and Objective	Unit 1 & 2
CO2	Students should be familiar with conducting a literature review for a scholarly educational study	Unit 1
CO3	Students should understand the link between quantitative research questions and data collection and how research questions are operationalized in educational practice.	Unit 3
CO4	Students should be able to use statistical and econometrical models and tools to analyse the data. Students should be familiar with the steps involved in identifying and selecting a good instrument to use in a study.	Unit 3
CO5	Students should be able to give a full shape to a research report, e.g., Interpretation, Layout, References and Appendix	Unit 4

1.c Mapping of COs with POs (mark S: Strong, M: Moderate, W: Weak, Dash ‘-’: not mapped)

	PO 1	PO 2	PO 3	PO 4	PO 5	PO 6	PO 7	PO 8	PO 9	PO 10	PO 11	PO 12
CO 1	S	S	M	W								
CO 2	S	M	S	M								
CO 3	M	S	S	W								
CO 4	S	M	S	M								
CO 5	M	S	S	W								

1.d Mapping of COs with PSOs (mark S: Strong, M: Moderate, W: Weak, Dash ‘-’:not mapped)

	PSO 1	PSO 2	PSO 3	PSO 4
CO 1				
CO 2				
CO 3				
CO 4				
CO 5				

1.e Teaching and Examination Scheme (As specified by the University) for the Course

Categories	Mathematics	Computing / IT / Electronics	Humanities & Soft Skill	Social Sciences	Commerce	Management	Multidisciplinary
Tick suitable category					✓		

Subject Code	Subject Name	Teaching Scheme			Credits Assigned			
		Theory	Practical	Tutorial	Theory	TW/Practical	Tutorial	Total
USIT401	Research Methodology for Accounting and Finance	75	--	--	3	-	--	3

Subject Code	Subject Name	Examination Scheme							
		Theory Marks IA Test			End Sem. Exam Marks	TW	Practical	Oral	Total
		IA 1	IA 2	Sum of IA1 and IA2					
USIT401	Research Methodology for Accounting and Finance	20	05	25	75	--	--	--	75

1.f Faculty-Wise Distribution of all Lecture-Practical-Tutorial Hours for the Course

Divisions	Lecture (Hrs.)	Practical (Hrs.)				Tutorial (Hrs.)			
		Batch 1	Batch 2	Batch 3	Batch 4	Batch 1	Batch 2	Batch 3	Batch 4
A	3.33	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.
B	3.33	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.
C	3.33	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.

1.g Office Hours (Faculty will be available in office in this duration for solving students' query)

Division	Day	Time (at least 1 Hr. / Division)	Venue (Office Room No.)
A	Tuesday	2.30 pm -2.30 pm	Virtual

B	Wednesday	2.30 pm -2.30 pm	Virtual
C	Friday	2.30 pm -2.30 pm	Virtual

2.a

Syllabus: Module Wise Teaching Hours and % Weightage in University Question Paper

Module No.	Module Title and Brief Details	Teaching Hrs. for each module	% Weightage in University Question Papers
1	Introduction to Research	10	25
2	Research Design in Accounting and Finance	10	25
3	Data Collection and Processing	15	25
4	Interpretation and Report Writing	5	25
* Insert rows for more modules in the Course Total		40	

2.b

Prerequisite Courses

No.	Semester	Name of the Course	Topic/s
1	1	Simple Statistical Methods	
2	2		
3	3		

2.c

Relevance to Future Courses

No.	Semester	Name of the Course
1	VI	Project work
2		Ph.D

2.d

Real Life Application Mapping – Mention Application from Very Common Day to

Day Life

No.	Real Life Application Mapping with the Course
1	Forecasting the Economic parameters
2	Measuring value of Firms/companies/ Industries
3	

3. Past Results – Division-Wise and Topic-Wise Result Based Analysis

Details	Target - Mar 2018	Mar 2017	Mar 2016	Mar 2015
Course Passing % – Average of 3 Divisions	NA	NA	NA	NA
Marks Obtained by Course Topper (mark/100)	NA	NA	NA	NA

Year	Division A		Division B		Division C	
	Initials of Teacher	% Result	Initials of Teacher	% Result	Initials of Teacher	% Result
Mar 2020	SBG	100%	SBG	100%	GNS	100%
Mar 2019	SGN	100%	SGN	100%	SGN	100%
Mar 2018	SGN	100%	SGN	99.8%	SGN	99.7%

Topics which affect results negatively	Module Number	Recommendations to overcome these issues & improve result in future
NO		

4 All the Learning Resources – Books and E-Resources

4.a List of Text Books (T – Symbol for Text Books) to be Referred by Students

Sr. No	Text Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Research Methodology in Accounting and Finance	Dr. G.K. Kalkoti	SHETH Publishers	1 st	1-5
2					1-5

3					
4					
5					
6					1-4

4.b List of Reference Books (R – Symbol for Reference Books) to be Referred by Students

Sr. No	Reference Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Research Methodology: Methods and Techniques	C R Kothari and Gaurav Garg	New Age International Publishers	3 rd	1-5
2	Research Methods for Business Students	Saunders, Lewis and Thornhill	Pearson	5 th	1-5
3					
4					
5					
6					

4.c List of E - Books (E – Symbol for E-Books) to be Referred by Students

Sr. No	E- Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Research Methods for Business A skill Building Approach	Uma Sekaran	John Wiley & Sons, Inc.	4 th	1-5
2					
3					
4					

4.d Web Links and Names of Magazines, Journals, E-journals – [VIT is member of IIT Bombay Library]

Refer online journals subscribed in VIT library. You can also access IIT Bombay online library for journals from IITB campus.

Sr. No.	Web-Links and Names of Journals and E-Journals Recommended to Students	Web-Links and Names of Magazines Recommended to Students for this	Module Nos.
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	for this Course	Course	
1	Indian Journal of Finance	http://www.indianjournaloffinance.co.in/	1-5
2	Global Journal of Finance and Management	https://www.ripublication.com/gjfm.htm	1-5
3		https://journalofbusiness.org/	1-3
4			4-5
5			1-4
6			

4.e Module Best Available in - Tick the best resource [from 4.a to 4.d in this AAP] & give details

Module No.	Category (Please Tick Mark) - √						Available In VSIT Library?		Details of the Resource (i.e. Name, Chapter & Page No., etc.)
	Book			Magazine	Journals		Y	N	
	Text	Reference	E-Book		Regular	E-Journal			
1		✓					✓		Research Methodology: Methods and Techniques (Ch- 1, 2 3, 6, 7, 8, 19)
2	✓						✓		Research Methodology in Accounting and Finance (Ch- All)
3									
4									
5									

4.f Web Links for Online Notes/YouTube/VSIT Digital Content/VIT Lecture Capture/NPTEL Videos

Students can view lectures by VSIT professors, captured through LMS 'Lecture Capture' in VIT campus for previous years.

No.	Websites / Links	Module Nos.
1	http://nptel.ac.in/course.php	Overall
2		
3		

4		
5		
6		
7		
8		
9		
10		

4.g Recommended MOOC Courses like Coursera / NPTEL / MIT-OCW / edX etc.

Sr. No.	MOOC Course Link	Course conducted by – Person / University / Institute / Industry	Course Duration	Certificate (Y / N)
1	Marketing Research and Analysis http://nptel.ac.in/courses/110107080/	NPTEL		Y
2				

4.h Recommended Value Added Courses (VAC)

Sr. No.	Name of the Value Added Course	Conducted by – Person / Institute / Industry	Course Duration	Certificate (Y / N)

4.i Study Material Distributed among Students

Tick if distributed among students					
GQ	Notes	Digital Content	PPT	EQ (updated till the Last Exam)	Other (Write Details)
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	

5. Consolidated Course Lesson Plan

	From (date/month/year)	To (date/month/year)	Total Number of Weeks
Semester Duration	27/11/2017	17/03/2018	15

Lecture no.	Module No.	Lecture Topics / IA 1 and IA 2 / BSA planned to be covered	Actual date of Completion	COs	Recommended	
					Prior Viewing / Reading	
					Lecture No. (on LMS)	Chapter No. / Page Nos./ Books/ Web Site
1	1	Introduction to syllabus				
2	1	Meaning of Research, Need for the study		1		
3	1	Objectives of Research		1,2		
4	1	Research Methods and Research Methodology		1,2		
5	1	Types of Research Basic, Applied, Descriptive, Analytical and Empirical Research		1.2		
6	1	Research Problem		1,2		
7	1	Research Problem		2		
8	1	Literature Review		3		
9	1	Critical review of Literatures		2, 3		
10	2	Research Design: Important concepts	1			
11	2	Research Design: Exploratory, Descriptive	1			
12	2	Hypothesis Testing- Formulation, Sources, Importance	1			
13	2	Types Different Research designs	1			
14	2	Sample survey and Census Survey	1			
15	2	Revision				
16	3	Data Collection: Introduction and meaning, types of data	1			
17	3	Primary data: Observation, Experimentation, Interview, Schedules, Survey, Questionnaires, Limitations of Primary data	1			
18	3	Prepare Questionnaire	1			
19	3	Logical Sequence of Questionnaire	1,2			
20	3	Secondary data: Sources and Limitations	1			

21	3	Collection of Secondary Data	1			
22	3	Probability and Non-probability sampling	1			
23	3	Probability and Non-probability sampling	1			
24	3	Quantitative and Qualitative Data	1			
25	3	Data Preparation: Editing, Coding, Classification	1,2			
26	3	Tabulation, Graphical Representation, Data Cleaning	1,2			
27	3	Graphical Representation	1			
28	3	Measures of Central tendency	1			
29	3	Measures of Central tendency	1			
30	3	Measures of Dispersion	1			
31	3	Measures of Dispersion	1			
32	3	Measures of Dispersion	1			
33	3	Correlation	1			
34	3	Regression	1			
35	3	Regression	1			
36	4	Meaning and techniques of interpretation	1, 2			
37	4	Difference between Findings, Results and Conclusion	2,3			
38	4	Analysis of Results	2,3			
39	4	Research Report Writing: Importance, Essentials, Structure/ layout, Types	2,3			
40	4	Revision				

6.

Rubric for Grading and Marking of Term Work (inform students at the beginning of semester)

Lecture + Practical (% Attendance) & Marks	Assign-ments	Tutorial	Lab / Practical Performance	Lab Journal Assessment	Class Tests (Other than IA)	Class participation	Other (2) specify	Total
	2.5					2.5		05

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7. Assignments / Tutorials Details (must attach print out of all questions together with AAP)

Assignment No.	Title of the Assignments / Tutorials	CO Map	Assignments given to Students on	Date of Submission
1	Framing Objectives		15 th December, 2017	2 nd January, 2018
2	Review of Literature		5 th January, 2018	25 th January, 2018
3	Research Paper			End of the Semester
4				
5				

Analysis of Assignment / Tutorial Questions and Related Resources

Assignment No.	Week No.	Type* (√)			Module No.	Based on #			Question Type (√)	
		R	UQ	OBT		Text Book	Reference Book	Other Learning Resource	MU EQ	Thought Provoking
1	15th		√		3	√			√	
2	17th		√		3	√			√	
3										
4										
5										

* Tick (✓) the Type of the Assignment: Regular (R); Unannounced Quiz (UQ) ; Open Book Test for TY/SY/MASTERS (OBT)

Write number for Text book, reference book, other learning resource from this AAP – *from Points 4.a to 4.d*

8. Internal Assessment / Other Class Test / Open Book Test (OBT)/Take Home Test (THT) Details

Tests	Test Dates	Module No.	CO Map	IA Question Paper Pattern	Policy
1 st IA Test				Q1 – MCQ - 10 Marks	No IA Re-test IA is a Head of passing *
2 nd IA Test				Q2 – 1 Theory 5 Marks Q3 – 1 Theory/numerical 5 Marks 20 marks each for IA 1 & 2	
Pop Quiz					
Open Book Test	4 th or 5 th week	2	S		
Take Home Test					
Class tests / prelims					
Class tests / prelims					
Any other test/exams					

* IA failures will have to appear for re-test in next semester

9.a Practical Activities – Regular Experiments

Practical No.	Module No.	Title of the Regular Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1					
2					
3					
4					

5					
6					
7					
8					
9					
10					

9.b Practical Activities – Newly Added Experiments

Practical No.	Module No.	Title of the Newly Added Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1					
2					

9.c Practical Activities – PBL Experiments

Practical No.	Module No.	Title of the PBL Experiments	Concepts to be highlighted	CO Map	Audit / Quality (0 to 4)
1					
2					

10. Beyond Syllabus Activities for Gap Mitigation

No.	Type of the Activity	Activities	Details – no of attendees, guest, feedback, mark sheet, report
1	Interaction with Outside World	Guest Lecture / Workshops	Guest Lecture
2		Industrial Visit	
3	Test and Assessments	Class Tests – (other than IA)	
4		Mini Projects	Small Research Paper

5		Pop Quiz	
6		Mobile App Based Quiz	
7		Open Book Test	
8		Take Home Test	
9	Collaborative and Group Activity	Poster Presentation	
10		Minute Papers	
11		Students Seminar	
12		Students Debates	
13		Panel Discussion / Mock GD	
14		Mock Interview	
15	Co-curricular Courses	MOOC-NPTEL/Coursera Videos	
16		Value Added Courses	
17		Lecture Capture Usage	

*** Do not delete any activity. Give details for planned events. Write 'NA' for activity Not Planned.**

Consolidated Academic Administration Plan Prepared by (mention all theory teaching faculty names with signature)

Faculty 1 Name (Sign.)

Faculty 2 Name (Sign.)

Faculty 3 Name (Sign.)

External Industry Mentor (Sign.)

External Academic

Mentor (Sign.)

VSIT Cluster Mentor Name (Sign.)

Head of Dept.

(Sign.)

The academic resources available in VSIT –

VMIS (ERP)	V-Refer and V-Live	VSIT Library	VAC & MOOC Courses
Institute & Department Vision and Mission	Former IA question papers and solutions (prepared by faculty)	Former IA question papers solutions - hardcopy	Value Added Courses (VAC) are conducted throughout the semester & in the semester break - Enrol for the VACs
Program Educational Objectives (PEO)	MU end semester examination question papers and solutions (prepared by faculty)	MU end semester exam question paper & solutions - by faculty, hardcopy	
Program Specific Outcome (PSO)	Class notes and Digital Content for the subject (scanned / typed by faculty)	All text books, reference books, e -books mentioned in the syllabus & AAP	Online courses from NPTEL, Coursera etc. are pursued throughout the semester - Register for the course & get certified
Program Outcome (PO)	Comprehensive question bank, EQ, GQ, PPT, Class Test papers	Technical journals and magazines for reference	
Departmental Knowledge Map	Academic Administration Plan & Beyond Syllabus Activity report	VSIT library is member of IIT Bombay Library	Watch former lectures captured in LMS at VSIT

counts

1.a Course Objectives (write in detail – follow NBA guideline in this regard)

Cognitive	What do you want students to know?	Understand the Need & Importance of Cost
Affective	What do you want students to think / care about?	Role & Responsibility of Cost Accountant
Behavioural	What do you want students to be able to do?	Evaluate the various Cost Accounting policies

1.b Course Outcome (CO) Statements and Module-Wise Mapping (follow NBA guideline)

CO No.	Statements	Related Module/s
CO1	Students can explain the meaning and need of Cost Accounting	Unit 1
CO2	Able to prepare the Cost Sheet and identify different types of cost	Unit 2
CO3	Students can solve the sums to Standardize Material, labour and OH cost	Unit 3
CO4	Students aware of marginal costing	Unit 4
CO5		

1.c Mapping of COs with POs (mark S: Strong, M: Moderate, W: Weak, Dash '-': not mapped)

	PO 1	PO 2	PO 3	PO 4	PO 5	PO 6	PO 7	PO 8	PO 9	PO 10	PO 11	PO 12
CO 1												
CO 2												
CO 3												
CO 4												
CO 5												

1.d Mapping of COs with PSOs (mark S: Strong, M: Moderate, W: Weak, Dash '-':not mapped)

	PSO 1	PSO 2	PSO 3	PSO 4
CO 1				
CO 2				
CO 3				
CO 4				
CO 5				

1.e Teaching and Examination Scheme (As specified by the University) for the Course

Categories	Mathematics	Computing / IT / Electronics	Humanities & Soft Skill	Social Sciences	Commerce	Management	Multidisciplinary
Tick suitable category					✓		

Subject Code	Subject Name	Teaching Scheme			Credits Assigned			
		Theory	Practical	Tutorial	Theory	TW/Practical	Tutorial	Total
USIT401	Cost Accounting	75	--	--	3	-	--	3

Subject Code	Subject Name	Examination Scheme							
		Theory Marks IA Test			End Sem. Exam Marks	TW	Practical	Oral	Total
		IA 1	IA 2	Sum of IA1 and IA2					
USIT401	Cost Accounting	75	05	25	75	--	--	--	100

1.f Faculty-Wise Distribution of all Lecture-Practical-Tutorial Hours for the Course

Divisions	Lecture (Hrs.)	Practical (Hrs.)				Tutorial (Hrs.)			
		Batch 1	Batch 2	Batch 3	Batch 4	Batch 1	Batch 2	Batch 3	Batch 4
A	3	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.

1.g Office Hours (Faculty will be available in office in this duration for solving students' query)

Division	Day	Time (at least 1 Hr. / Division)	Venue (Office Room No.)
A			

2.a Syllabus: Module Wise Teaching Hours and % Weightage in University Question Paper

Module No.	Module Title and Brief Details	Teaching Hrs. for each module	% Weightage in University Question Papers
1	Introduction to Cost Accounting	8	25
2	Classification of Cost and Cost Sheet	10	25
3	Standard Costing	12	25
4	Introduction to Marginal Costing	10	25
* Insert rows for more modules in the Course		Total	40
			100

2.b Prerequisite Courses

No.	Semester	Name of the Course	Topic/s
1		Knowledge about cost	
2			
3			

2.c Relevance to Future Courses

No.	Semester	Name of the Course
1	1	M Com / MBA/ CMA
2	3	M Com
3		

2.d Real Life Application Mapping – Mention Application from Very Common Day to Day Life

No.	Real Life Application Mapping with the Course
1	Understanding the Costing Procedure
2	Decision making through Marginal & Standard

3. Past Results – Division-Wise and Topic-Wise Result Based Analysis

Details	Target – April 2021	October 2020	April 2019	Dec 2018
Course Passing % – Average of 3 Divisions	100	100	96	95
Marks Obtained by Course Topper (mark/100)			86	85

	Division A	Division B	Division C
--	------------	------------	------------

Year	Initials of Teacher	% Result	Initials of Teacher	% Result	Initials of Teacher	% Result
Dec 2020	Vivek G	100%				
Dec 2019	Agnus A	96				
Dec 2018						

Topics which affect results negatively	Module Number	Recommendations to overcome these issues & improve result in future
None		

4 All the Learning Resources – Books and E-Resources

4.a List of Text Books (T – Symbol for Text Books) to be Referred by Students

Sr. No	Text Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Cost Accounting	S.P. Jain and K.L. Narang	Kalyani Publishers, Ludhiana	-	All
2	Cost Accounting	Ravi M. Kishore	Taxmann Ltd., New Delhi	-	All
3					
4					
5					
6					

4.b List of Reference Books (R – Symbol for Reference Books) to be Referred by Students

Sr. No	Reference Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Cost Accounting	P.C. Tulsian	S.Chand	2008	All
2	Cost Accounting	B.M. Lall Nigam	PHI	2014	All
3	Cost Accounting	M.N. Arora	Himalaya	2014	All
4	Cost and Management Accounting	Taxmann	Taxmann	4 th	All
5	Cost Accounting	P.C. Tulsian	S.Chand	2008	All
6					

4.c List of E - Books (E – Symbol for E-Books) to be Referred by Students

Sr. No.	E- Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Cost Accounting https://books.google.co.in/books/about/Cost_Accounting.html?id=oxBU6Pa3m5YC	P.K.Jain	Tata Mc GrawHill	2000	All
2	Cost Accounting Course Material http://www.universityofcalicut.info/SDE/BComCoreCostAccounting_on09March2016.pdf	University of Calicut			1 & 3
3	https://www.free-ebooks.net/academic-articles/Cost-and-Management-Accounting Cost and Management Accounting	Virtual University of Pakistan			All
4					

4.d Web Links and Names of Magazines, Journals, E-journals – [VIT is member of IIT Bombay Library]

Refer online journals subscribed in VIT library. You can also access IIT Bombay online library for journals from IITB campus.

Sr. No.	Web-Links and Names of Journals and E-Journals Recommended to Students for this Course	Module Nos.
1	http://www.extramarks.com/icse-class-10/economics-money-and-banking-central-bank-_nd_-credit-control	1
2	http://www.jagranjosh.com/bankers-adda-st-1415345524	2,3
3	http://study.com/academy/lesson/central-bank-of-india-function-roles.html	1
4	https://www.thebalance.com/what-is-monetary-policy-objectives-types-and-tools-3305867	3
5	https://rbi.org.in/Scripts/OccasionalPublications.aspx?head=Banking%20Regulation%20Act	4
6		

4.e Module Best Available in - Tick the best resource [from 4.a to 4.d in this AAP] & give details

Module No.	Category (Please Tick Mark) - √						Available In VSIT Library?		Details of the Resource (i.e. Name, Chapter & Page No., etc.)
	Book			Magazine	Journals		Y	N	
	Text	Reference	E-Book		Regular	E-Journal			
1	✓		✓						
2	√	√	✓						
3	√	√	✓						
4	√		✓						
5									

4.f Web Links for Online Notes/YouTube/VSIT Digital Content/VIT Lecture Capture/NPTEL

Videos

Students can view lectures by VSIT professors, captured through LMS 'Lecture Capture' in VIT campus for previous years.

No.	Websites / Links	Module Nos.
1	https://www.youtube.com/watch?v=UNqjwxbhqC4	1
2	https://www.youtube.com/watch?v=K6VxrO_c69Q	1 & 2
3	https://www.khanacademy.org/economics-finance-domain/macroeconomics/aggregate-supply-demand-topic/monetary-fiscal-policy/v/monetary-and-fiscal-policy	2 & 3
4	https://www.youtube.com/watch?v=tULRch1PRQ	2 & 3
5	https://www.youtube.com/watch?v=ZLDpTsOrmDA	4
6		
7		
8		
9		
10		

4.g

Recommended MOOC Courses like Coursera / NPTEL / MIT-OCW / edX etc.

Sr. No.	MOOC Course Link	Course conducted by – Person / University / Institute / Industry	Course Duration	Certificate (Y / N)
1	https://www.udemy.com/course/crash-course-on-cost-of-capital-and-capital-structuring/	Udemy	3 hrs.	Y

4.h

Recommended Value Added Courses (VAC)

Sr. No.	Name of the Value Added Course	Conducted by – Person / Institute / Industry	Course Duration	Certificate (Y / N)
---------	--------------------------------	--	-----------------	---------------------

4.i

Study Material Distributed among Students

Tick if distributed among students					
GQ	Notes	Digital Content	PPT	EQ (updated till the Last Exam)	Other (Write Details)
√	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	√	

5.

Consolidated Course Lesson Plan

	From (date/month/year)	To (date/month/year)	Total Number of Weeks
--	------------------------	----------------------	-----------------------

Semester Duration	11/01/2021		40
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Week	Lecture no.	Module No.	Lecture Topics / IA 1 and IA 2 / BSA planned to be covered	Actual date of Completion	COs	Recommended Prior Viewing / Reading	
						Lecture No. (on LMS)	Chapter No. / Page Nos./ Books/ Web Site
1	1	1	Introduction to syllabus and relevance of subject in practical life				
	2	1	Uniform Costing: Meaning				
	3	1	Need and Importance of uniform costing				
2	4	1	Essential of successes of UC				
	5	1	Advantages and limitations of UC				
	6	1	Areas of Uniformity, Uniform cost manual				
3	7	1	Inter firm comparisons				
	08	1	Need & Advantages & disadvantages, Objectives & Prerequisites of IFC				
	09	1	Need & Advantages & disadvantages				
4	10	2	Operating Costing, Determination of cost per unit				
	11	2	Simple & composite cost				
	12	2	Cost centre				
5	13	2	Profit centre				
	14	2	Investment Centre				
	15	2	Cost unit				

6	16	2	Cost Sheet and Reconciliation of cost and financial accounts				
	17	2	Cost Sheet and Reconciliation of cost and financial accounts				
	18	2	Cost Sheet and Reconciliation of cost and financial accounts				
7	19	3	Standard costing- Meaning, Introduction				
	20	3	Material cost variance				
	21	3	Material cost variance				
8	22	3	Material cost variance				
	23	3	Labour cost variance				
	24	3	Labour cost variance				
9	25	3	Labour cost variance				
	26	3	Overhead variance				
	27	3	Overhead variance				
10	28	3	Overhead variance				
	29	3	Revision – Unit III				
	30	3	Revision – Unit III				
11	31	4	Marginal costing - Meaning				
	32	4	BEP				
	33	4	Margin of safety				

12	34	4	PV ratio				
	35	4	Practical sums				
	36	4	Practical sums				
13	37	4	Practical sums				
	38	4	Practical sums				
	39	4	Practical sums				
14	40	4	Practical sums				
	41	4	Revision – Unit II				
	42	4	Revision – Unit II				
15	43	4	Revision – Unit IV				
	44	4	Revision – Unit IV				
	45	4	Revision – Unit IV				

6. Rubric for Grading and Marking of Term Work (inform students at the beginning of semester)

Lecture + Practical (% Attendance) & Marks	Assignments	Tutorial	Lab / Practical Performance	Lab Journal Assessment	Class Tests (Other than IA)	Class participation	Other (2) specify	Total
						05		05

--	--	--	--	--	--	--	--	--

7. Assignments / Tutorials Details (must attach print out of all questions together with AAP)

Assignment No.	Title of the Assignments / Tutorials	CO Map	Assignments given to Students on	Date of Submission
1	Unit 1			
2	Unit 2			
3	Unit 3			
4	Unit 4			
5				

Analysis of Assignment / Tutorial Questions and Related Resources

Assignment No.	Week No.	Type* (√)			Module No.	Based on #			Question Type (√)	
		R	UQ	OBT		Text Book	Reference Book	Other Learning Resource	MU EQ	Thought Provoking
1	3		√		1	√			√	
2	7		√		2	√			√	√
3	10		√	√	3	√			√	
4	13		√	√	4	√			√	√
5										

* Tick (√) the Type of the Assignment: Regular (R); Unannounced Quiz (UQ); Open Book Test for TY/SY/MASTERS (OBT)

Write number for Text book, reference book, other learning resource from this AAP – from Points 4.a to 4.d

8. Internal Assessment / Other Class Test / Open Book Test (OBT)/Take Home Test (THT) Details

Tests	Test Dates	Module No.	CO Map	IA Question Paper Pattern	Policy
1 st IA Test				Q1 – MCQ - 10 Marks Q2 – 1 numerical 5 Marks	No IA Re-test

2 nd IA Test				Q3 – 1 numerical 5 Marks 20 marks each for IA 1 & 2	IA is a Head of passing *
Pop Quiz		1,2			
Open Book Test		3, 4			
Take Home Test		3,4			
Class tests / prelims					
Class tests / prelims					
Any other test/exams					

* IA failures will have to appear for re-test in next semester

9.a Practical Activities – Regular Experiments

Practical No.	Module No.	Title of the Regular Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1					
2					
3					
4					
5					
6					
7					
8					
9					
10					

9.b Practical Activities – Newly Added Experiments

Practical No.	Module No.	Title of the Newly Added Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1		_____			
2					

9.c **Practical Activities – PBL Experiments**

Practical No.	Module No.	Title of the PBL Experiments	Concepts to be highlighted	CO Map	Audit / Quality (0 to 4)
1		Preparation of standard cost statement for material			
2					

10. **Beyond Syllabus Activities for Gap Mitigation**

No.	Type of the Activity	Activities	Details – no of attendees, guest, feedback, mark sheet, report
1	Interaction with Outside World	Guest Lecture / Workshops	√
2		Industrial Visit	
3	Test and Assessments	Class Tests – (other than IA)	√
4		Mini Projects	
5		Pop Quiz	√
6		Mobile App Based Quiz	√
7		Open Book Test	√
8		Take Home Test	√
9	Collaborative and Group Activity	Poster Presentation	
10		Minute Papers	√
11		Students Seminar	
12		Students Debates	
13		Panel Discussion / Mock GD	
14		Mock Interview	
15	Co-curricular Courses	MOOC-NPTEL/Coursera Videos	√
16		Value Added Courses	
17		Lecture Capture Usage	√

*** Do not delete any activity. Give details for planned events. Write 'NA' for activity Not Planned.**

Consolidated Academic Administration Plan Prepared by (mention all theory teaching faculty names with signature)

Faculty 1 Name (Sign.)

Faculty 2 Name (Sign.)

Faculty 3 Name (Sign.)

External Industry Mentor (Sign.)

External Academic Mentor (Sign.)

VSIT Cluster Mentor Name (Sign.)

Head of Dept. (Sign.)

The academic resources available in VSIT –

VMIS (ERP)	V-Refer and V-Live	VSIT Library	VAC & MOOC Courses
Institute & Department Vision and Mission	Former IA question papers and solutions (prepared by faculty)	Former IA question papers solutions - hardcopy	Value Added Courses (VAC) are conducted throughout the semester & in the semester break - Enrol for the VACs
Program Educational Objectives (PEO)	MU end semester examination question papers and solutions (prepared by faculty)	MU end semester exam question paper & solutions - by faculty, hardcopy	
Program Specific Outcome (PSO)	Class notes and Digital Content for the subject (scanned / typed by faculty)	All textbooks, reference books, e -books mentioned in the syllabus & AAP	Online courses from NPTEL, Coursera etc. are pursued throughout the semester - Register for the course & get certified
Program Outcome (PO)	Comprehensive question bank, EQ, GQ, PPT, Class Test papers	Technical journals and magazines for reference	
Departmental Knowledge Map	Academic Administration Plan & Beyond Syllabus Activity report	VSIT library is member of IIT Bombay Library	

1.a Course Objectives (write in detail – follow NBA guideline in this regard)

Cognitive	What do you want students to know?	Understand company law, SCRA and depositories Act
Affective	What do you want students to think / care about?	Student should think to implement and practice the various acts
Behavioural	What do you want students to be able to do?	Apply the various acts in their chosen field

1.b Course Outcome (CO) Statements and Module-Wise Mapping (follow NBA guideline)

CO No.	Statements	Related Module/s
CO1	Understand company law	Unit 1
CO2	Understand SCRA	Unit 2
CO3	Understand the rules and regulations of SEBI	Unit 3
CO4	Understand Depository Act	Unit 4

1.c**Mapping of COs with POs (mark S: Strong, M: Moderate, W: Weak, Dash ‘-’: not mapped)**

	PO 1	PO 2	PO 3	PO 4	PO 5	PO 6	PO 7	PO 8	PO 9	PO 10	PO 11	PO 12
CO 1	S	S	S	S								
CO 2	S	S	S	S								
CO 3	S	S	S	S								
CO 4	S	S	S	S								
CO 5												

1.d**Mapping of COs with PSOs (mark S: Strong, M: Moderate, W: Weak, Dash ‘-’:not mapped)**

	PSO 1	PSO 2	PSO 3	PSO 4
CO 1				
CO 2				
CO 3				
CO 4				
CO 5				

1.e**Teaching and Examination Scheme (As specified by the University) for the Course**

Categories	Mathematics	Computing / IT / Electronics	Humanities & Soft Skill	Social Sciences	Commerce	Management	Multidisciplinary
Tick suitable category							✓

Subject Code	Subject Name	Teaching Scheme			Credits Assigned			
		Theory	Practical	Tutorial	Theory	TW/Practical	Tutorial	Total
	Business Law	75	--	--	3	-	--	3

Subject Code	Subject Name	Examination Scheme							
		Theory Marks IA Test			End Sem. Exam Marks	TW	Practical	Oral	Total
		IA 1	IA 2	Sum of IA1 and IA2					
	Business Law	20	05	25	75	--	--	--	75

1.f Faculty-Wise Distribution of all Lecture-Practical-Tutorial Hours for the Course

Divisions	Lecture (Hrs.)	Practical (Hrs.)				Tutorial (Hrs.)			
		Batch 1	Batch 2	Batch 3	Batch 4	Batch 1	Batch 2	Batch 3	Batch 4
A	3	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.

1.g Office Hours (Faculty will be available in office in this duration for solving students' query)

Division	Day	Time (at least 1 Hr. / Division)	Venue (Office Room No.)
A	Friday	12:30 to 13:30	Staff room

2.a Syllabus: Module Wise Teaching Hours and % Weightage in University Question Paper

Module No.	Module Title and Brief Details	Teaching Hrs. for each module	% Weightage in University Question Papers
1	Company Law	10	25%
2	Regulatory framework governing Stock Exchanges as per Securities Contract Regulation Act 1956	10	25%
3	Security Exchange Board of India	10	25%
4	The Depository Act.1996	10	25%
<i>* Insert rows for more modules in the Course</i> Total		40	100%

2.b Prerequisite Courses

No.	Semester	Name of the Course	Topic/s
1	II	Business Law	Indian Contract Act
2	II	Business Law	Sales of Goods Act
3	II	Business Law	Negotiable Instrument Act

2.c Relevance to Future Courses

No.	Semester	Name of the Course
1	2	MBA & MMS

2.d Real Life Application Mapping – Mention Application from Very Common Day to Day Life

No.	Real Life Application Mapping with the Course
1	To understand the current issues & its legal compliances
2	To understand about provisions which will help them at the time of internship/projects/job

3. Past Results – Division-Wise and Topic-Wise Result Based Analysis

Details	Target - April 2021	April 2020	April 2019	April 2018
Course Passing % – Average of 3 Divisions	90	100%	87.32%	97.22%
Marks Obtained by Course Topper (mark/100)		80	70	

Year	Division A		Division B		Division C	
	Initials of Teacher	% Result	Initials of Teacher	% Result	Initials of Teacher	% Result
April 2020	Sindhu K	100%				
April 2019	Sindhu K	87.32%				
April 2018		97.22%				

Topics which affect results negatively	Module Number	Recommendations to overcome these issues & improve result in future
SEBI	3	Practical examples and assignments questions
Depository Act	4	Practical examples and assignments questions

4 All the Learning Resources – Books and E-Resources

4.a List of Text Books (T – Symbol for Text Books) to be Referred by Students

Sr. No	Text Book Titles	Author/s	Publisher	Edition	Module Nos.

--	--	--	--	--	--

4.b List of Reference Books (R – Symbol for Reference Books) to be Referred by Students

Sr. No	Reference Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Corporate and Security Law	Sheth Tejpal			1-4
2	Corporate and Security Law	Bulchandani			1-3
3	Corporate and Security Law	Gulshan S S			1-4

4.c List of E - Books (E – Symbol for E-Books) to be Referred by Students

Sr. No	E- Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Enforcement of Corporate and Securities Law	by Robin Hui Huang (Editor), Nicholas Calcina Howson (Editor)	amazon		
2	https://nludelhi.ac.in/library-dig-book.aspx				

4.d Web Links and Names of Magazines, Journals, E-journals – [VIT is member of IIT Bombay Library]

Refer online journals subscribed in VIT library. You can also access IIT Bombay online library for journals from IITB campus.

Sr. No.	Web-Links and Names of Journals and E-Journals Recommended to Students for this Course	Web-Links and Names of Magazines Recommended to Students for this Course	Module Nos.
1	Directory of open access books		All
2	Search.ebscohost.com		All
3	Google Scholar – books.google.com		All

4.e Module Best Available in - Tick the best resource [from 4.a to 4.d in this AAP] & give details

Module No.	Category (Please Tick Mark) - √			Available In VSIT Library?	Details of the Resource (i.e. Name, Chapter & Page No., etc.)
	Book		Journals		

	Text	Reference	E-Book	Magazine	Regular	E-Journal	Y	N	
1	✓								Corporate and Security Law Ch 1
2	✓								Corporate and Security Law Ch 2
3	✓								Corporate and Security Law Ch 3
4	✓								Corporate and Security Law Ch 4

4.f Web Links for Online Notes/YouTube/VSIT Digital Content/VIT Lecture Capture/NPTEL Videos

Students can view lectures by VSIT professors, captured through LMS 'Lecture Capture' in VIT campus for previous years:

No.	Websites / Links	Module Nos.
1	Online Notes and PPTs	1-4

4.g Recommended MOOC Courses like Coursera / NPTEL / MIT-OCW / edX etc.

Sr. No.	MOOC Course Link	Course conducted by – Person / University / Institute / Industry	Course Duration	Certificate (Y / N)
1	https://onlinecourses.nujs.edu/	NUJS	1year	Yes

4.h Recommended Value Added Courses (VAC)

Sr. No.	Name of the Value Added Course	Conducted by – Person / Institute / Industry	Course Duration	Certificate (Y / N)
1	Cyber Law	University of Mumbai	3 months	Yes

4.i Study Material Distributed among Students

Tick if distributed among students					
GQ	Notes	Digital Content	PPT	EQ (updated till the Last Exam)	Other (Write Details)
✓	✓	✓	✓	✓	

5. Consolidated Course Lesson Plan

	From (date/month/year)	To (date/month/year)	Total Number of Weeks
Semester Duration	11/01/2021	/03/2021	15

Week	Lecture no.	Module No.	Lecture Topics / IA 1 and IA 2 / BSA planned to be covered	Actual date of Completion	COs	Recommended Prior Viewing / Reading	
						Lecture No. (on LMS)	Chapter No. / Page Nos./ Books/ Web Site
1	1	1	Introduction				
	2	1	Development of company law in India, Lifting of corporate veil, Doctrine of Ultra vires				
	3	1	Constructive notice, Indoor management, Alter Ego, The principle of Non- Interference				
	4	1	Majority and minority rights, Application of company law to banking and insurance sector Special Act. S.1(4)				
	5	1	Exceptions provided S.67(3), S.73(1)., S.129(1), S.173(3), S.180(1) (c),				
2	6	1	S.186, S.189				
	7	1	S.173(3), S.180(1) (c)				
	8	1	Definition of securities, Spot delivery contract,				
	9	1	Ready delivery contract, stock exchange				
	10	1	Corporatisation and demutualisation of stock exchange				
	11	2	Meaning, Procedure, and withdrawal, Power of central government to direct rules				

	12	2	Power of SEBI to make or amend bye laws of recognised stock exchange.				
	13	2	Books and Accounts to be maintained by recognised stock exchange				
	14	2	. Books and Accounts to be maintained by recognised stock exchange				
	15	2	Section 3 to Section 20				
	16	2	Section 3 to Section 20				
	17	2	Section 3 to Section 20				
	18	2	Section 3 to Section 20				
	19	2	Introduction to SEBI				
	20	2	Power and Functions of SEBI, Registration of Stockbrokers, Sub-brokers, share transfer agents, etc (section 12)				
	21	3	Finance, Accounts and Audit				
	22	3	Penalties and Adjudication				
	23	3	Introduction to SEBI				
	24	3	Applicability of the guidelines and definitions				
	25	3	Eligibility norms for companies issuing securities, promoters' contribution				
	26	3	Promoter's lock-in-requirements, guidelines on pre-issue obligations and post-issues				
	27	3	Guidelines for issue debt instruments, Bonus shares				
	28	3	E-IPOs, ESO				

	29	4	Introduction to Depositories				
	30	4	Depository process and its process in India				
	31	4	Benefits and function of depository				
	32	4	Depository participants, NSDL, CDSL				
	33	4	Model of Depositories				
	34	4	Concepts and procedures or models of depository				
	35	4	Depositories Act 1996				
	36	4	Objectives of Depositories				
	37	4	Criteria for admission as a DP of CDSL				
	38	4	Fungible form, Basic Services DEMAT Account (BSDA)				
	39	4	Powers of depositories to make byelaws				
	40	4	Governance of depository, Internal audit of depository participants section 55A				

6.

Rubric for Grading and Marking of Term Work (inform students at the beginning of semester)

Lecture + Practical (% Attendance) & Marks	Assignments	Tutorial	Lab / Practical Performance	Lab Journal Assessment	Class Tests (Other than IA)	Class participation	Other (2) specify	Total
20	20				40 plus IA 20	1		100

--	--	--	--	--	--	--	--	--

7. Assignments / Tutorials Details (must attach print out of all questions together with AAP)

Assignment No.	Title of the Assignments / Tutorials	CO Map	Assignments given to Students on	Date of Submission
1				
2				
3				

Analysis of Assignment / Tutorial Questions and Related Resources

Assignment No.	Week No.	Type* (√)			Module No.	Based on #			Question Type (√)	
		R	UQ	OBT		Text Book	Reference Book	Other Learning Resource	MU EQ	Thought Provoking
1	3	✓			3	✓			✓	
2	5	✓			4	✓			✓	
3	7	✓			5	✓			✓	
4	9	✓			6	✓			✓	
5	11	✓			1-6	✓			✓	

* Tick (√) the Type of the Assignment: Regular (R); Unannounced Quiz (UQ) ; Open Book Test for TY/SY/MASTERS (OBT)

Write number for Text book, reference book, other learning resource from this AAP – from Points 4.a to 4.d

8. Internal Assessment / Other Class Test / Open Book Test (OBT)/Take Home Test (THT) Details

Tests	Test Dates	Module No.	CO Map	IA Question Paper Pattern	Policy
1 st IA Test				Q1 – MCQ - 10 Marks Q2 – 1 numerical 5 Marks Q3 – 1 numerical 5 Marks 20 marks each for IA 1 & 2	No IA Re-test
2 nd IA Test					IA is a Head of passing *

Pop Quiz		1&2	1&2		
Open Book Test		3&4	3&4		
Take Home Test		5	5		
Class tests / prelims					
Class tests / prelims					
Any other test/exams					

*** IA failures will have to appear for re-test in next semester**

9.a Practical Activities – Regular Experiments

Practical No.	Module No.	Title of the Regular Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1					

9.b Practical Activities – Newly Added Experiments

Practical No.	Module No.	Title of the Newly Added Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1					
2					

9.c Practical Activities – PBL Experiments

Practical No.	Module No.	Title of the PBL Experiments	Concepts to be highlighted	CO Map	Audit / Quality (0 to 4)
1	2	Mock court	WRITS	2	
2	5	Cheque Filling	Cheque	5	

10. Beyond Syllabus Activities for Gap Mitigation

No.	Type of the Activity	Activities	Details – no of attendees, guest, feedback, mark sheet, report
1	Interaction with Outside World	Guest Lecture / Workshops	
2		Industrial Visit	
3	Test and Assessments	Class Tests – (other than IA)	Yes
4		Mini Projects	
5		Pop Quiz	Yes
6		Mobile App Based Quiz	Yes
7		Open Book Test	Yes
8		Take Home Test	
9	Collaborative and Group Activity	Poster Presentation	
10		Minute Papers	
11		Students Seminar	
12		Students Debates	
13		Panel Discussion / Mock GD	
14		Mock Interview	
15	Co-curricular Courses	MOOC-NPTEL/Coursera Videos	
16		Value Added Courses	
17		Lecture Capture Usage	Yes

*** Do not delete any activity. Give details for planned events. Write ‘NA’ for activity Not Planned.**

Consolidated Academic Administration Plan Prepared by (mention all theory teaching faculty names with signature)

Sindhu Krishnan

Faculty 1 Name (Sign.)
Name (Sign.)

Faculty 2 Name (Sign.)

Faculty 3

External Industry Mentor (Sign.)
Mentor (Sign.)

External Academic

VSIT Cluster Mentor Name (Sign.)
(Sign.)

Head of Dept.

Version 2020-2021

The academic resources available in VSIT –

VMIS (ERP)	V-Refer and V-Live	VSIT Library	VAC & MOOC Courses
Institute & Department Vision and Mission	Former IA question papers and solutions (prepared by faculty)	Former IA question papers solutions - hardcopy	Value Added Courses (VAC) are conducted throughout the semester & in the semester break - Enrol for the VACs
Program Educational Objectives (PEO)	MU end semester examination question papers and solutions (prepared by faculty)	MU end semester exam question paper & solutions - by faculty, hardcopy	
Program Specific Outcome (PSO)	Class notes and Digital Content for the subject (scanned / typed by faculty)	All text books, reference books, e -books mentioned in the syllabus & AAP	Online courses from NPTEL, Coursera etc. are pursued throughout the semester - Register for the course & get certified
Program Outcome (PO)	Comprehensive question bank, EQ, GQ, PPT, Class Test papers	Technical journals and magazines for reference	
Departmental Knowledge Map	Academic Administration Plan & Beyond Syllabus Activity report	VSIT library is member of IIT Bombay Library	Watch former lectures captured in LMS at VSIT

1.a Course Objectives (write in detail – follow NBA guideline in this regard)

Cognitive	What do you want students to know?	To gain knowledge about Business planning, key areas of new ventures.
Affective	What do you want students to think / care about?	To develop an understanding of fundamentals of entrepreneurship and new ventures and cut-edge competition of the market.
Behavioural	What do you want students to be able to do?	To develop themselves as an entrepreneur. Entrepreneurship Management

1.b Course Outcome (CO) Statements and Module-Wise Mapping (follow NBA guideline)

CO No.	Statements	Related Module/s
CO1	Understand the concepts of Entrepreneurship and various theories related to it.	Unit 1
CO2	Comprehend the growth business planning.	Unit 2
CO3	Develop a brief understanding about key areas of new ventures.	Unit 3
CO4	Develop an understanding of evolving concepts of entrepreneurship.	Unit 4

1.c Mapping of COs with POs (mark S: Strong, M: Moderate, W: Weak, Dash '-': not mapped)

	PO 1	PO 2	PO 3	PO 4	PO 5	PO 6	PO 7	PO 8	PO 9	PO 10	PO 11	PO 12
CO 1	M	S	S	M	-	-	-	-	-	-	-	-
CO 2	M	S	S	M	-	-	-	-	-	-	-	-
CO 3	M	S	S	M	-	-	-	-	-	-	-	-
CO 4	W	S	S	W	-	-	-	-	-	-	-	-

1.d Mapping of COs with PSOs (mark S: Strong, M: Moderate, W: Weak, Dash '-':not mapped)

	PSO 1	PSO 2	PSO 3	PSO 4
CO 1	M	S	S	M
CO 2	M	S	S	M
CO 3	M	S	S	M
CO 4	W	S	S	W

1.e Teaching and Examination Scheme (As specified by the University) for the Course

Categories	Mathematics	Computing / IT / Electronics	Humanities & Soft Skill	Social Sciences	Commerce	Management	Multidisciplinary
Tick suitable category						✓	

Subject Code	Subject Name	Teaching Scheme			Credits Assigned			
		Theory	Practical	Tutorial	Theory	TW/Practical	Tutorial	Total
USIT	Foundation Course - II	75			2			2

Subject Code	Subject Name	Examination Scheme							
		Theory Marks IA Test			End Sem. Exam Marks	TW	Practical	Oral	Total
		IA 1	IA 2	Sum of IA1 and IA2					
USIT	Entrepreneurship management	20	05	25	75				100

1.f Faculty-Wise Distribution of all Lecture-Practical-Tutorial Hours for the Course

Divisions	Lecture (Hrs.)	Practical (Hrs.)				Tutorial (Hrs.)			
		Batch 1	Batch 2	Batch 3	Batch 4	Batch 1	Batch 2	Batch 3	Batch 4
A	3					3			

1.g Office Hours (Faculty will be available in office in this duration for solving students' query)

Division	Day	Time (at least 1 Hr. / Division)	Venue (Office Room No.)
A	Monday		

2.a Syllabus: Module Wise Teaching Hours and % Weightage in University Question Paper

Module No.	Module Title and Brief Details	Teaching Hrs. for each module	% Weightage in University Question Papers
1	The Entrepreneur – Basic concepts & Theories	12	25%
2	Business Planning & Forms of Entrepreneurship structures	12	25%
3	Key areas of new ventures – Marketing, Finance, Operations, HR	12	25%
4	Evolving concepts in Entrepreneurship & ethics	14	25%
* Insert rows for more modules in the Course		Total	50
			100%

2.b Prerequisite Courses

No.	Semester	Name of the Course	Topic/s
1	1	Principles of Management	Unit 1, 2, 3 and 4

2.c Relevance to Future Courses

No.	Semester	Name of the Course
1	5	Customer relationship

2.d Real Life Application Mapping – Mention Application from Very Common Day to Day Life

No.	Real Life Application Mapping with the Course
1	Entrepreneurship
2	Business planning
3	Innovation

3. Past Results – Division-Wise and Topic-Wise Result Based Analysis

Details	Target - Mar 2020	Mar 2019	Mar 2018

Course Passing % – Average of 3 Divisions	100%	100%	
Marks Obtained by Course Topper (mark/100)			

	Division A		Division B		Division C		Division F	
Year	Initials of Teacher	% Result	Initials of Teacher	% Result	Initials of Teacher	% Result	Initials of Teacher	% Result
2019-20	SIDRA U	100%						

Topics which affect results negatively	Module Number	Recommendations to overcome these issues & improve result in future

4 All the Learning Resources – Books and E-Resources

4.a List of Text Books (T – Symbol for Text Books) to be Referred by Students

Sr. No	Text Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Entrepreneurship management	Romeo S Mascarenhas	Vipul	2 nd edition	1,2,3,4

4.b List of Reference Books (R – Symbol for Reference Books) to be Referred by Students

Sr. No	Reference Book Titles	Author/s	Publisher	Edition	Module Nos.
1	<i>Business planning & entrepreneurial management</i>	Desai, Vasant			1,2,3
2	<i>Entrepreneurial management</i>	Bhargava Shivganesh			1,2
3	Entrepreneurship Development,	Sultanchand and Sons Ltd. C.B. Gupta and N.P. Shrinivasan,			
4	“Entrepreneurship Development”,	Sharma Sudhir, Singh Balraj, Singhal Sandeep (2005),	Wisdom Publications, Delhi.		
5	“Entrepreneurship”	Badi R.V., Badi N.V. (2010),	Vrinda Publications (P) Ltd., Delhi.		

4.c List of E - Books (E – Symbol for E-Books) to be Referred by Students

Sr. No	E- Book Titles	Author/s	Publisher	Edition	Module Nos.
1	https://bookboon.com/en/micro-talk-entrepreneurship-in-business-ebook	by Roger Cowdrey MIC			
2	https://bookboon.com/en/expert-talk-importance-of-entrepreneurship-ebook	Chris Dyer & Andi Plantenberg			

4.d Web Links and Names of Magazines, Journals, E-journals – [VIT is member of IIT Bombay Library]

Refer online journals subscribed in VIT library. You can also access IIT Bombay online library for journals from IITB campus.

Sr. No.	Web-Links and Names of Journals and E-Journals Recommended to Students for this Course	Module Nos.
1	International Journal of Entrepreneurship and Small Business	https://www.researchgate.net/publication/280722549 International_Journal_of_Entrepreneurship_and_Small_Business
2	Journal of Entrepreneurship	https://journals.sagepub.com/home/joe

4.e

Module No.	Category (Please Tick Mark) - √						Available In VSIT Library?		Details of the Resource (i.e. Name, Chapter & Page No., etc.)
	Book			Magazine	Journals		Y	N	
	Text	Reference	E-Book		Regular	E-Journal			

4.f Web Links for Online Notes/YouTube/VSIT Digital Content/VIT Lecture Capture/NPTEL Videos

Students can view lectures by VSIT professors, captured through LMS 'Lecture Capture' in VIT campus for previous years.

No.	Websites / Links	Module Nos.
1	Business Plan https://youtu.be/Fqch5OrUPvA	2
2	Distribution strategies https://youtu.be/cuPnPJCWJwU	3
3	Venture Capital-Meaning https://youtu.be/4UostF_73po	3
4	Intrapreneurship https://youtu.be/lycS9ic2YTU	4

4.g**Recommended MOOC Courses like Coursera / NPTEL / MIT-OCW / edX etc.**

Sr. No.	MOOC Course Link	Course conducted by – Person / University / Institute / Industry	Course Duration	Certificate (Y / N)
1	Entrepreneurship 4: Financing and Profitability https://www.coursera.org/learn/wharton-entrepreneurship-financing-profitability	University of Pennsylvania, Wharton School of the University of Pennsylvania Coursera	4 weeks	Y
2	Essentials of Entrepreneurship: Thinking & Action https://www.coursera.org/learn/wharton-entrepreneurship-financing-profitability	University of California, Irvine Coursera	4 weeks	Y

4.h**Recommended Value Added Courses (VAC)**

Sr. No.	Name of the Value Added Course	Conducted by – Person / Institute / Industry	Course Duration	Certificate (Y / N)
1	Entrepreneurship 1: Developing the Opportunity	https://www.classcentral.com/course/wharton-entrepreneurship-opportunity-5467	4weeks	N

4.i**Study Material Distributed among Students**

Tick if distributed among students					
GQ	Notes	Digital Content	PPT	EQ (updated till the Last Exam)	Other (Write Details)
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	

5.**Consolidated Course Lesson Plan**

	From (date/month/year)	To (date/month/year)	Total Number of Weeks
Semester Duration	18/11/2019		

Week No.	Lecture no.	Module No.	Lecture Topics / IA 1 and IA 2 / BSA planned to be covered	Actual date of Completion	COs	Recommended Prior Viewing / Reading	
						Lecture No. (on LMS)	Chapter No. / Page Nos./ Books/ Web Site

1	1	1	Meaning, Nature, origin, and development of entrepreneurship in India		CO1		
	2	1	Need and Importance, Core elements, Principles, Essentials, Types, Functions, Concept of entrepreneurship management, Motives behind being an entrepreneur		CO1		
	3	1	Entrepreneurial Process, Theories of Entrepreneurship: Innovation Theory of Schumpeter		CO1		
2	4	1	Need for Achievement Theory of McClelland, Risk Bearing Theory of knight		CO1		
	5	1	Hagen's Theory of Entrepreneurship, Economic Theory of Entrepreneurship.		CO1		
	6	1	Entrepreneurial Values and Attitudes, Dominant characteristics of successful entrepreneurs		CO1		
	7	1	Internal and external factors for entrepreneurial motivation		CO1		
	8	1	Entrepreneurial Skills, Identifying business opportunities, Role of creativity in Entrepreneurship,		CO1		
	9	1	The creative process, the Innovation process, types of innovation, sources of innovation		CO1		
	10	1	Principles of innovation, Sources of Business Ideas		CO1		
		2	Forms of Entrepreneurial structures: Sole Proprietorship-meaning, merits and limitations		CO2		Self Study
		2	Partnership-Meaning, Forms, merits and limitations		CO2		Self Study
3	11	2	Corporations-Meaning, merits and limitations.Limited Liability partnerships and corporations.		CO2		

	12	2	Franchising-Meaning, types, merits and limitations.		CO2		Quiz on self study topic 1
	13	2	Critical Factors for starting a new enterprise: Personal, Environmental, Sociological factors. Problems of a New Venture- Financial		CO2		
4	14	2	Environmental, Sociological factors. Problems of a New Venture- Financial, administrative, marketing, production and other problems.		CO2		
	15	2	Business Plan: Meaning, Benefits, Developing a business plan, Environment scanning,		CO2		
	16	2	Elements/Areas to be covered in a Business Plan,		CO2		
5	17	2	Project Report preparation,		CO2		Quiz on self study topic 1
	18	2	Contents of a Project Report.		CO2		
	19	3	Marketing: New Product Development, Marketing Strategy for the new venture, Branding strategies		CO3		
6	20	3	Distribution strategies, Pricing Strategies, Promotion strategies for new venture Concept of Marketing Mix and Market segmentation, Marketing Plan		CO3		Presentati on on Business Plan
	21	3	Operations: Size and location of		CO3		

			Enterprise, Layout, Inventory Control, Quality Control				
	22	3	Finance: Sources of long term and short term finance, Debt fund-Meaning, Merits and limitations,		CO3		
7	23	3	Equity Fund- Meaning, merits and limitations, Concept of Break Even analysis,		CO3		
	24	3	Venture Capital-Meaning, Merits and Limitations, Criteria for Evaluating New Venture Proposals by Venture Capitalist		CO3		
	25	3	Human Resource: Personnel Function, Important Labor Laws		CO3		
8	26	3	Employee State Insurance Act, Payment of Wages Act, Minimum Wages Act, Payment of Gratuity Act		CO3		
	27	3	Acts and Role of HRD in new ventures. Industrial Disputes Act, Factories Act, Provident Fund Act,		CO3		
	28	4	Meaning of Social responsibility of an entrepreneur		CO4		
9	29	4	Barriers to entrepreneurship: Environmental, economic,		CO4		
	30	4	Barriers to non-economic, personal and entrepreneurial barriers.		CO4		

	31	4	Intrapreneurship: Meaning, Characteristics, Intrapreneurs activities, types of Corporate Entrepreneurs, Corporate V/s Intrapreneurial culture		CO4		
10	32	4	Climate, Fostering Intrapreneurial culture, promoting intrapreneurship- Pinchot's Spontaneous teams and Formal Venture teams, establishing intrapreneurial ventures		CO4		
	33	4	Ethics and Entrepreneurship: Defining Ethics, Approaches to Managerial ethics		CO4		
	34	4	ethics and business decisions, Ethical practices and code of conduct,		CO4		SS
11	35	4	Ethical considerations in corporate entrepreneurship.		CO4		
	36	4	Institutional Support to Entrepreneurs: Importance, Incentives and facilities,		CO4		
	37	4	Entrepreneurship Development Institute of India (EDI), NSIC, Small Industries Development Organization (SIDO),		CO4		
12	38	4	National Institute for Entrepreneurship and Small Business Development (NIESBUD),		CO4		
	39	4	Others, Key features of National Policy on Skill Development and Entrepreneurship 2015.		CO4		

	40	ALL	Revision		CO4		
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6. Rubric for Grading and Marking of Term Work (inform students at the beginning of semester)

Lecture + Practical (% Attendance) & Marks	Assignments	Tutorial	Lab / Practical Performance	Lab Journal Assessment	Class Tests (Other than IA)	Class participation	Other (2) specify	Total
						5		5

7. Assignments / Tutorials Details (must attach print out of all questions together with AAP)

Assignment No.	Title of the Assignments / Tutorials	CO Map	Assignments given to Students on	Date of Submission

Analysis of Assignment / Tutorial Questions and Related Resources

Assignment No.	Week/Lecture No.	Type* (√)			Module No.	Based on #			Question Type (√)	
		R	UQ	OBT		Text Book	Reference Book	Other Learning Resource	MU EQ	Thought Provoking
1	3th Week Jan					<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>	
2	1 st Week of Feb					<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>	

3	3rd Week of Feb					<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>	

* Tick (✓) the Type of the Assignment: Regular (R); Unannounced Quiz (UQ) ; Open Book Test for TY/SY/MASTERS (OBT)
Write number for Text book, reference book, other learning resource from this AAP – from Points 4.a to 4.d

8. Internal Assessment / Other Class Test / Open Book Test (OBT)/Take Home Test (THT) Details

Tests	Test Dates	Module No.	CO Map	IA Question Paper Pattern	Policy
1 st IA Test	Week 4			Q1 – MCQ - 10 Marks Q2 – 1 numerical 5 Marks Q3 – 1 numerical 5 Marks 20 marks each for IA 1 & 2	No IA Re-test
2 nd IA Test	-				IA is a Head of passing *
Pop Quiz	Week 2	II			
Open Book Test	Week 5	I			
Take Home Test	Week 7	III			
Class tests / prelims					
Class tests / prelims					
Any other test/exams	-				

* IA failures will have to appear for re-test in next semester

9.a Practical Activities – Regular Experiments

Practical No.	Module No.	Title of the Regular Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1		NA			

9.b Practical Activities – Newly Added Experiments

Practical No.	Module No.	Title of the Newly Added Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1		NA			

9.c Practical Activities – PBL Experiments

Practical No.	Module No.	Title of the PBL Experiments	Concepts to be highlighted	CO Map	Audit / Quality (0 to 4)

10. Beyond Syllabus Activities for Gap Mitigation

No.	Type of the Activity	Activities	Details – no of attendees, guest, feedback, mark sheet, report
1	Interaction with Outside World	Guest Lecture / Workshops	
2		Industrial Visit	
3	Test and Assessments	Class Tests – (other than IA)	Yes
4		Mini Projects	Yes
5		Pop Quiz	Yes
6		Mobile App Based Quiz	Yes
7		Open Book Test	Yes
8		Take Home Test	Yes
9	Collaborative and Group Activity	Poster Presentation	Yes
10		Minute Papers	Yes
11		Students Seminar	
12		Students Debates	Yes
13		Panel Discussion / Mock GD	
14	Mock Interview		
15	Co-curricular Courses	MOOC-NPTEL/Coursera Videos	
16		Value Added Courses	Yes
17		Lecture Capture Usage	Yes

*** Do not delete any activity. Give details for planned events. Write 'NA' for activity Not Planned.**

Consolidated Academic Administration Plan Prepared by (mention all theory teaching faculty names with signature)

Agnus a Meledath

Faculty 1 Name (Sign.)

External Industry Mentor (Sign.)

External Academic Mentor (Sign.)

Head of Dept. (Sign.)

CO 3												
CO 4												
CO 5												

1.d Mapping of COs with PSOs (mark S: Strong, M: Moderate, W: Weak, Dash '-':not mapped)

	PSO 1	PSO 2	PSO 3	PSO 4
CO 1				
CO 2				
CO 3				
CO 4				
CO 5				

1.e Teaching and Examination Scheme (As specified by the University) for the Course

Categories	Mathematics	Computing / IT / Electronics	Humanities & Soft Skill	Social Sciences	Commerce	Management	Multidisciplinary
Tick suitable category						✓	

Subject Code	Subject Name	Teaching Scheme			Credits Assigned			
		Theory	Practical	Tutorial	Theory	TW/Practical	Tutorial	Total
	FOUNDATION COURSE-INTRODUCTION TO INSURANCE	100	--	--	3	-	--	

Subject Code	Subject Name	Examination Scheme							
		Theory Marks IA Test			End Sem. Exam Marks	TW	Practical	Oral	Total
		IA 1	IA 2	Sum					
	FOUNDATION COURSE-INTRODUCTION TO INSURANCE	20	05	25	75	--	--	--	100

1.f Faculty-Wise Distribution of all Lecture-Practical-Tutorial Hours for the Course

Divisions	Lecture (Hrs.)	Practical (Hrs.)				Tutorial (Hrs.)			
		Batch 1	Batch 2	Batch 3	Batch 4	Batch 1	Batch 2	Batch 3	Batch 4
A									
B									
C									

1.g Office Hours (Faculty will be available in office in this duration for solving students' query)

Division	Day	Time (at least 1 Hr. / Division)	Venue (Office Room No.)
A			
B			
C			

2.a Syllabus: Module Wise Teaching Hours and % Weightage in University Question Paper

Module No.	Module Title and Brief Details	Teaching Hrs. for each module	% Weightage in University Question Papers
1	An Introduction to Life Insurance	7	25
2	An Introduction to Health Insurance	7	25
3	An Introduction to Home and Motor Insurance	6	25
4	Policy Role of Insurance in Logistic	6	25
* Insert rows for more modules in the Course		Total	100

2.b Prerequisite Courses

No.	Semester	Name of the Course	Topic/s
1			
2			
3			

2.c Relevance to Future Courses

No.	Semester	Name of the Course

2.d Real Life Application Mapping – Mention Application from Very Common Day to Day Life

No.	Real Life Application Mapping with the Course
1	EXECUTIVE IN INSURANCE COMPANY
2	INSURANCE MANAGER

3. Past Results – Division-Wise and Topic-Wise Result Based Analysis (SUBJECT INTRODUCED FOR FIRST TIME)

Details	Target Ma 2019	Mar 2018		Mar 2014-2015
Course Passing % – Average of A Divisions	100%	98%		
Marks Obtained by Course Topper (mark/100)				

Division A		
Year	Initials of Teacher	% Result
2018	MT	98%

Topics which affect results negatively	Module Number	Recommendations to overcome these issues & improve result in future

4 All the Learning Resources – Books and E-Resources

4.a List of Text Books (T – Symbol for Text Books) to be Referred by Students

Sr. No	Text Book Titles	Author/s	Publisher	Edition	Module Nos.
1	INTRODUCTION TO INSURANCE		SETH		1-4
2	INTRODUCTION TO INSURANCE		VIPUL		1-4

4.b List of Reference Books (R – Symbol for Reference Books) to be Referred by Students

Sr. No	Reference Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Insurance Principles and Practices	M N MISHRA AND S B Mishra	S Chand -		
2	insurance industry in India	Narang , uma			
3	insurance and risk management	Gupta P K			

4.c List of E - Books (E – Symbol for E-Books) to be Referred by Students

Sr. No	E- Book Titles	Author/s	Publisher	Edition	Module Nos.
1					
2					
3					

4					
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4.d Web Links and Names of Magazines, Journals, E-journals – [VIT is member of IIT Bombay Library]

Refer online journals subscribed in VIT library. You can also access IIT Bombay online library for journals from IITB campus.

Sr. No.	Web-Links and Names of Journals and E-Journals Recommended to Students for this Course	Web-Links and Names of Magazines Recommended to Students for this Course	Module Nos.
1	https://www.medicalnewstoday.com/info/health-insurance https://www.policybazaar.com/health-insurance/		2
2	https://en.wikipedia.org/wiki/Life_insurance		1

4.e Module Best Available in - Tick the best resource [from 4.a to 4.d in this AAP] & give details

Module No.	Category (Please Tick Mark) - √						Available In VSIT Library?		Details of the Resource (i.e. Name, Chapter & Page No., etc.)
	Book			Magazine	Journals		Y	N	
	Text	Reference	E-Book		Regular	E-Journal			
1	✓	✓					✓		Module 1-4
2									
3									
4									
5									

4.f Web Links for Online Notes/YouTube/VSIT Digital Content/VIT Lecture Capture/NPTEL Videos

Students can view lectures by VSIT professors, captured through LMS 'Lecture Capture' in VIT campus for previous years.

No.	Websites / Links	Module Nos.
1	https://www.slideshare.net/jaypujara007/life-insurance-ppt-10707678	1

4.g Recommended MOOC Courses like Coursera / NPTEL / MIT-OCW / edX etc.

Sr. No.	MOOC Course Link	Course conducted by – Person / University / Institute / Industry	Course Duration	Certificate (Y / N)
	-			

4.h Recommended Value Added Courses (VAC)

Sr. No.	Name of the Value Added Course	Conducted by – Person / Institute / Industry	Course Duration	Certificate (Y / N)

4.i Study Material Distributed among Students

Tick if distributed among students					
GQ	Notes	Digital Content	PPT	EQ (updated till the Last Exam)	Other (Write Details)
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	

5. Consolidated Course Lesson Plan

	From (date/month/year)	To (date/month/year)	Total Number of Weeks
Semester Duration	11/01/2021	31/03/2021	12

Week	Lecture no.	Module No.	Lecture Topics / IA 1 and IA 2 / BSA planned to be covered	Actual date of Completion	COs	Recommended Prior Viewing / Reading	
						Lecture No. (on LMS)	Chapter No. / Page Nos./ Books/ Web Site
	1	1	Introduction to syllabus				
	2		INTRODUCTION -Life Insurance Business, Components, Human Life Value Approach, Mutuality				
	3		Principle of Risk Pooling, Life Insurance Contract, Determinants of Risk Premium				
	4		Products of LIC - Introduction of life insurance plans , Traditional Life Insurance Plans				
	5		Term Plans, Whole Life Insurance, Endowment Assurance,				
	6		Dividend Method of Profit Participation Purpose of plans				
	7		Riders in plan - Introduction, Riders in plan - PROCEDURES, Non Traditional Life Insurance Products				

	8	2	Health Insurance – Meaning , INTRODUCTION				
	9		IRDA Regulations				
	10		determinants of Health Insurance, Determinants of Risk Premium.				
	11		SBI and ICICI Health Insurance Plans Introduction Forms and Procedures				
	12		Indemnity Products, top up covers				
	13		cashless insurance, Senior citizen plans Senior citizen plans, critical illness plans				
	14		Micro Insurance				
	15	3	INTRODUCTION - Home Insurance				
	16		SBI and ICICI Plans – Introduction Forms and Procedures				
	17		Inclusions and Exclusions in policies Determinants of Risk Premium				
	18		Impact of Catastrophes on Home Insurance Vehicle Insurance - INTRODUCTION				
	19		SBI and ICICI Plans-Introduction, Forms and Procedures				
	20		Determinants of Risk Premium Inclusions and Exclusions				
	21	4	Role of Insurance in Logistic Hazards				
	22		Protection, Social Security Type of Risks and Accidents				
	23		Fire Insurance - Introduction Forms and Procedures				
	24		Standard Fire and Special Perils Policy				
	25		Tariff system and special policies				

	26		REVISION				
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6. Rubric for Grading and Marking of Term Work (inform students at the beginning of semester)

Lecture + Practical (% Attendance) & Marks	Assignments	Tutorial	Lab / Practical Performance	Lab Journal Assessment	Class Tests (Other than IA)	Class participation	Other (2) specifying	Total

7. Assignments / Tutorials Details (must attach print out of all questions together with AAP)

Assignment No.	Title of the Assignments / Tutorials	CO Map	Assignments given to Students on	Date of Submission
1	An Introduction to Life Insurance	2		
2	An Introduction to Health Insurance	2		
3	An Introduction to Home and Motor Insurance	2		
4	Role of Insurance in Logistic	1 & 3		

Analysis of Assignment / Tutorial Questions and Related Resources

Assignment No.	Week No.	Type* (√)			Module No.	Based on #			Question Type (√)	
		R	UQ	OBT		Text Book	Reference Book	Other Learning Resource	MU EQ	Thought Provoking
1						✓				
2						✓				
3						✓				

4						✓				
---	--	--	--	--	--	---	--	--	--	--

* Tick (✓) the Type of the Assignment: Regular (R); Unannounced Quiz (UQ) ; Open Book Test for TY/SY/MASTERS (OBT)
 # Write number for Text book, reference book, other learning resource from this AAP – from Points 4.a to 4.d

8. Internal Assessment / Other Class Test / Open Book Test (OBT)/Take Home Test (THT) Details

Tests	Test Dates	Module No.	CO Map	IA Question Paper Pattern	Policy
1 st IA Test				Q1 – MCQ - 10 Marks Q2 – 1 numerical 5 Marks Q3 – 1 numerical 5 Marks 20 marks each for IA 1 & 2	No IA Re-test
2nd IA Test					IA is a Head of passing *
Pop Quiz					
Open Book Test					
Take Home Test					
Class tests / prelims					
Class tests / prelims					
Any other test/exams					

* IA failures will have to appear for re-test in next semester

9.a Practical Activities – Regular Experiments

Practical No.	Module No.	Title of the Regular Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1					
2					
3					
4					
5					
6					
7					

8					
9					
10					

9.b Practical Activities – Newly Added Experiments

Practical No.	Module No.	Title of the Newly Added Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1					
2					

9.c Practical Activities – PBL Experiments

Practical No.	Module No.	Title of the PBL Experiments	Concepts to be highlighted	CO Map	Audit / Quality (0 to 4)
1					
2					

10. Beyond Syllabus Activities for Gap Mitigation

No.	Type of the Activity	Activities	Details – no of attendees, guest, feedback, mark sheet, report
1	Interaction with Outside World	Guest Lecture / Workshops	✓
2		Industrial Visit	
3	Test and Assessments	Class Tests – (other than IA)	
4		Mini Projects	
5		Pop Quiz	✓
6		Mobile App Based Quiz	
7		Open Book Test	✓
8		Take Home Test	
9	Collaborative and Group Activity	Poster Presentation	
10		Minute Papers	
11		Students Seminar	
12		Students Debates	

13		Panel Discussion / Mock GD	
14		Mock Interview	
15	Co-curricular Courses	MOOC-NPTEL/Coursera Videos	✓
16		Value Added Courses	
17		Lecture Capture Usage	

*** Do not delete any activity. Give details for planned events. Write 'NA' for activity Not Planned.**

Consolidated Academic Administration Plan Prepared by (mention all theory teaching faculty names with signature)

Reshma Ajetroo

Faculty 1 Name (Sign.)

Faculty 2 Name (Sign.)

Faculty 3 Name (Sign.)

External Industry Mentor (Sign.)

External Academic Mentor (Sign.)

VSIT Cluster Mentor Name (Sign.)

Head of Dept. (Sign.)

The academic resources available in VSIT –

VMIS (ERP)	V-Refer and V-Live	VSIT Library	VAC & MOOC Courses
Institute & Department Vision and Mission	Former IA question papers and solutions (prepared by faculty)	Former IA question papers solutions - hardcopy	Value Added Courses (VAC) are conducted throughout the semester & in the semester break - Enrol for the VACs
Program Educational Objectives (PEO)	MU end semester examination question papers and solutions (prepared by faculty)	MU end semester exam question paper & solutions - by faculty, hardcopy	
Program Specific Outcome (PSO)	Class notes and Digital Content for the subject (scanned / typed by faculty)	All text books, reference books, e -books mentioned in the syllabus & AAP	Online courses from NPTEL, Coursera etc. are pursued throughout the semester - Register for the course & get certified
Program Outcome (PO)	Comprehensive question bank, EQ, GQ, PPT, Class Test papers	Technical journals and magazines for reference	
Departmental Knowledge Map	Academic Administration Plan & Beyond Syllabus Activity report	VSIT library is member of IIT Bombay Library	Watch former lectures captured in LMS at VSIT

1.a Course Objectives (write in detail – follow NBA guideline in this regard)

Cognitive	What do you want students to know?	To make students understand how Internet can be used for Banking
Affective	What do you want students to think / care about?	To make students understand different technology that can be used for Internet Banking
Behavioural	What do you want students to be able to do?	To be able to use Microsoft PowerPoint and Outlook

1.b Course Outcome (CO) Statements and Module-Wise Mapping (follow NBA guideline)

CO No.	Statements	Related Module/s
CO1	To understand various E-Banking Business Models	Unit 1
CO2	To provide an insight on Induction to TechnoManagement	Unit 2
CO3	To understand increasing significance of IT Applications and Banking	Unit 3
CO4	To make students comfortable with MS Office Package	Unit 4

1.c Mapping of COs with POs (mark S: Strong, M: Moderate, W: Weak, Dash ‘-’: not mapped)

	PO 1	PO 2	PO 3	PO 4	PO 5	PO 6	PO 7	PO 8	PO 9	PO 10	PO 11	PO 12
CO 1												
CO 2												
CO 3												
CO 4												
CO 5												

1.d Mapping of COs with PSOs (mark S: Strong, M: Moderate, W: Weak, Dash ‘-’:not mapped)

	PSO 1	PSO 2	PSO 3	PSO 4
CO 1				

CO 2				
CO 3				

1.e Teaching and Examination Scheme (As specified by the University) for the Course

Categories	Mathematics	Computing / IT / Electronics	Humanities & Soft Skill	Social Sciences	Commerce	Management	Multidisciplinary
Tick suitable category					✓		

Subject Code	Subject Name	Teaching Scheme			Credits Assigned			
		Theory	Practical	Tutorial	Theory	TW/Practical	Tutorial	Total
	Information Technology in Banking and Insurance II	75	25	--	3	-	--	3

Subject Code	Subject Name	Examination Scheme							
		Theory Marks IA Test			End Sem. Exam Marks	TW	Practical	Oral	Total
		IA 1	IA 2	Sum of IA1 and IA2					
	Information Technology in Banking and Insurance II	-	-	-	75	--	20	5	100

1.f Faculty-Wise Distribution of all Lecture-Practical-Tutorial Hours for the Course

Divisions	Lecture (Hrs.)	Practical (Hrs.)				Tutorial (Hrs.)			
		Batch 1	Batch 2	Batch 3	Batch 4	Batch 1	Batch 2	Batch 3	Batch 4
A	3	11	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.

1.g Office Hours (Faculty will be available in office in this duration for solving students' query)

Division	Day	Time (at least 1 Hr. / Division)	Venue (Office Room No.)
A			

2.a Syllabus: Module Wise Teaching Hours and % Weightage in University Question Paper

Module No.	Module Title and Brief Details	Teaching Hrs. for each module	% Weightage in University Question Papers
1	E-Banking Business Models	08	20
2	Induction to Techno Management	14	20
3	IT Applications and Banking	6	20
4	MS Office: Packages for Institutional Automation	12	20
* Insert rows for more modules in the Course		Total	100

2.b Prerequisite Courses

No.	Semester	Name of the Course	Topic/s
1	III	Information Technology in Banking and Insurance I	Electronic Payment System

2.c Relevance to Future Courses

No.	Semester	Name of the Course
1	-	-

2.d Real Life Application Mapping – Mention Application from Very Common Day to Day Life

No.	Real Life Application Mapping with the Course
1	Using Internet Banking rather than Traditional Banking method
2	Creating PowerPoint Presentations
3	Using Cloud for Storing of Data

3. Past Results – Division-Wise and Topic-Wise Result Based Analysis

Details	Target - Mar 2021	Mar 2020	Mar 2019	Mar 2018
Course Passing % – Average of 3 Divisions	100%			
Marks Obtained by Course Topper (mark/100)	100			

Year	Division A		Division B		Division C	
	Initials of Teacher	% Result	Initials of Teacher	% Result	Initials of Teacher	% Result
Mar 2020	Ms. Leena Jadhav	100%	NA		NA	
Mar 2019	Mr. Ajay Poojary	100%	NA		NA	
Mar 2018	Mr. Ajay Poojary	100%	NA		NA	

Topics which affect results negatively	Module Number	Recommendations to overcome these issues & improve result in future
DBMS, Data Mining	2	Explanation with more real time Examples
MS-Office (PowerPoint Presentation)	4	Hands on Session during Practical Session

4 All the Learning Resources – Books and E-Resources**4.a List of Text Books (T – Symbol for Text Books) to be Referred by Students**

Sr. No	Text Book Titles	Author/s	Publisher	Edition	Module Nos.
--------	------------------	----------	-----------	---------	-------------

1	Computers and Banking	Sanjay Soni and Vinayak Aggarwal	M/s Sultan Chand & Sons, New Delhi, 1993	-	1
---	-----------------------	----------------------------------	--	---	---

4.b List of Reference Books (R – Symbol for Reference Books) to be Referred by Students

Sr. No	Reference Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Computer today (3rd edition)	Sanders, Donald H	McGraw Hill	3rd	1
2	Computer in Business	Sanders D	McGraw Hill	-	1
3	Computers	Subramaniam N	Wheeler	-	1

4.c List of E - Books (E – Symbol for E-Books) to be Referred by Students

Sr. No	E- Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Computer Fundamentals Information Technology	Pradeep K Sinha			1
2	Excel 2010	Stephen Moffat			2
3	Microsoft Office Professional 2013-Step by step	Beth Melton, Andrew Couch, Echo Swinford, Mark Dodge	Microsoft		4

4.d Web Links and Names of Magazines, Journals, E-journals – [VIT is member of IIT Bombay Library]

Refer online journals subscribed in VIT library. You can also access IIT Bombay online library for journals from IITB campus.

Sr. No.	Web-Links and Names of Journals and E-Journals Recommended to Students for this Course	Web-Links and Names of Magazines Recommended to Students for this Course	Module Nos.
1	What You Need to Know About Electronic Payment Systems https://squareup.com/us/en/townsquare/electronic-payment-systems	FinTech Futures https://www.fintechfutures.com/type/banking-technology-magazine/	1-4
2	The various forms of E Banking Information Technology https://www.ukessays.com/essays/information-technology/the-various-forms-of-e-banking-information-technology-essay.php		1-4

4.e Module Best Available in - Tick the best resource [from 4.a to 4.d in this AAP] & give details

Module No.	Category (Please Tick Mark) - √						Available In VSIT Library?		Details of the Resource (i.e. Name, Chapter & Page No., etc.)
	Book			Magazine	Journals		Y	N	
	Text	Reference	E-Book		Regular	E-Journal			
1		✓							
2		✓							
3		✓							
4			✓	✓					

4.f Web Links for Online Notes/YouTube/VSIT Digital Content/NPTEL Videos

No.	Websites / Links	Module Nos.
1	Digital Content (live.vsit.edu.in)	1-4
2	Microsoft Teams	1-4

4.g Recommended MOOC Courses like Coursera / NPTEL / MIT-OCW / edX etc.

Sr. No.	MOOC Course Link	Course conducted by – Person / University / Institute / Industry	Course Duration	Certificate (Y / N)
2	Mastering Microsoft PowerPoint Made Easy Training Tutorial https://www.udemy.com/course/mastering-microsoft-powerpoint-made-easy-training-tutorial/	Udemy	3 Hrs 30 Mins	N

4.h Recommended Value Added Courses (VAC)

Sr. No.	Name of the Value Added Course	Conducted by – Person / Institute / Industry	Course Duration	Certificate (Y / N)
1	Python and Statics for Financial Analysis	Ms. Snehal Tandale	30 Hrs	Y

4.i Study Material Distributed among Students

Tick if distributed among students					
GQ	Notes	Digital Content	PPT	EQ (updated till the Last Exam)	Other (Write Details)
✓	✓	✓	✓	✓	

5. Consolidated Course Lesson Plan

	From (date/month/year)	To (date/month/year)	Total Number of Weeks
Semester Duration	11/01/2021		15

Week	Lecture no	Module no	Lecture Topics / IA 1 and IA 2 / BSA planned to be covered	Actual date of Completion	COs	Recommended Prior Viewing / Reading	
						Lecture No. (on LMS)	Chapter No. / Page Nos./ Books/ Web Site
1	1	1	Introduction to Subject and TLP Discussion				
	2	1	E-banking Business Models: Home Banking				

	3	1	Office Banking				
	4	4	Microsoft PowerPoint Basics				
2	5	1	Online Banking, Internet Banking				
	6	1	Mobile Banking				
	7	1	SMS Banking				
	8	4	Microsoft PowerPoint Basics				
3	9	2	Models of Electronic Payments				
	10	1	Other Business Models				
	11	2	Induction of TechnoManagement: Development Life Cycle, Project Management, Building Data Centres				
	12	4	Text and Objects				
4	13	2	RDBMS Tools Technological Changes in Indian Banking Industry: Trends in Banking and Information Technology, Technology in Banking				
	14	2	Lead Role of Reserve Bank of India, New Horizons for Banking based IT, Automated Clearing House Operations				
	15	2	Electronic Wholesale Banking Credit Transfer, Credit Information Bureau (I) Ltd.				
	16	4	More Objects				
5	17	2	Credit Information Company Regulation Bill- 2004				
	18	2	Automation in Indian Banks, Cheque clearing using MICR technology				
	19	2	Innovations, Products and Services, Core- Banking Solutions(CBS)				

	20	4	Reviewing Presentations and Collaboration				
6	21	2	Human Resource Development(HRD)-The Road Ahead				
	22	2	Technology in Banking Industry: Teleconferencing, Internet Banking, Digital Signature in Banking				
	23	2	MICR Facility for 'paper-based' clearing, Cheque Truncation				
	24	4	Customizing Presentation				
7	25	2	Dealing with Fraudulent transactions under CTS: Efficient customer service, Smart Quill Computer Pen				
	26	2	Institute for Development & Research in Banking & Technology (IDRBT)				
	27	2	E-Checks-Protocols and Standards: Problems on mechanization, e-Banking-RBI Regulations & Supervision				
	28	4	Mail Merging				
8	29	2	Technology Diffusion				
	30	3	IT Applications and Banking				
	31	3	Objectives				
	32	4	Gmail Boomerang				
9	33	3	Electronic Commerce and Banking				
	34	3	Banking Software				
	35	3	Electronic Clearing and Settlement Systems				
	36	4	Using Different Office 365 Apps				
10	37	3	Plastic Money				

	38	4	Applications of Internet: Introduction to e-mail, writing professional emails				
	39	4	Creating digitally signed documents				
	40	4	Project				

6. Rubric for Grading and Marking of Term Work (inform students at the beginning of semester)

Lecture + Practical (% Attendance) & Marks	Assignments	Tutorial	Lab / Practical Performance	Lab Journal Assessment	Class Tests (Other than IA)	Class participation	Other (2) specify	Total
05			10	05		05		25

7. Assignments / Tutorials Details (must attach print out of all questions together with AAP)

Assignment No.	Title of the Assignments / Tutorials	CO Map	Assignments given to Students on	Date of Submission
1	Different Business Models	1		
2	Technology in Banking Industry	2		
3	IT Applications and Banking	3		
4	MS-Office: Packages for Institutional Automation	4		

Analysis of Assignment / Tutorial Questions and Related Resources

Assignment No.	Week No.	Type* (√)			Module No.	Based on #			Question Type (√)	
		R	UQ	OBT		Text Book	Reference Book	Other Learning Resource	MU EQ	Thought Provoking
1	5	√			1		√		√	√
2	8	√	√		2		√		√	√
3	12	√		√	3		√		√	√

4	15	√			4		√		√	√
---	----	---	--	--	---	--	---	--	---	---

* Tick (√) the Type of the Assignment: Regular (R); Unannounced Quiz (UQ) ; Open Book Test for TY/SY/MASTERS (OBT)
Write number for Text book, reference book, other learning resource from this AAP – from Points 4.a to 4.d

8. Internal Assessment / Other Class Test / Open Book Test (OBT)/Take Home Test (THT) Details

Tests	Test Dates	Module No.	CO Map	IA Question Paper Pattern	Policy
1 st IA Test		1,2	1		
2nd IA Test				-	-
Pop Quiz					
Open Book Test					
Take Home Test					
Class tests / prelims					
Class tests / prelims					
Any other test/exams					

* IA failures will have to appear for re-test in next semester

9.a Practical Activities – Regular Experiments

Practical No.	Module No.	Title of the Regular Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1	4	Microsoft PowerPoint Basics	Microsoft PowerPoint		
2	4	Microsoft PowerPoint Basics	Microsoft PowerPoint		
3	4	Text and Objects	Microsoft PowerPoint		
4	4	More Objects	Microsoft PowerPoint		
5	4	Reviewing Presentations and Collaboration	Microsoft PowerPoint		
6	4	Customizing Presentation	Microsoft PowerPoint		
7	4	Mail Merging	Microsoft PowerPoint and Microsoft		

			Outlook		
8	4	Gmail Boomerang	Google Mail		
9	4	Using Different Office 365 Apps	Microsoft Office		
10	4	Project	Microsoft PowerPoint		

9.b Practical Activities – Newly Added Experiments

Practical No.	Module No.	Title of the Newly Added Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1					

9.c Practical Activities – PBL Experiments

Practical No.	Module No.	Title of the PBL Experiments	Concepts to be highlighted	CO Map	Audit / Quality (0 to 4)
1					

10. Beyond Syllabus Activities for Gap Mitigation

No.	Type of the Activity	Activities	Details – no of attendees, guest, feedback, mark sheet, report
1	Interaction with Outside World	Guest Lecture / Workshops	-
2		Industrial Visit	-
3	Test and Assessments	Class Tests – (other than IA)	Yes
4		Mini Projects	Yes
5		Pop Quiz	Yes
6		Mobile App Based Quiz	Yes
7		Open Book Test	Yes
8		Take Home Test	1
9	Collaborative and Group Activity	Poster Presentation	Yes
10		Minute Papers	-
11		Students Seminar	-
12		Students Debates	-
13		Panel Discussion / Mock GD	-

14		Mock Interview	-
15		MOOC-NPTEL/Coursera Videos	-
16	Co-curricular Courses	Value Added Courses	Yes
17		Lecture Capture Usage	-

*** Do not delete any activity. Give details for planned events. Write 'NA' for activity Not Planned.**

Consolidated Academic Administration Plan Prepared by (mention all theory teaching faculty names with signature)

Faculty 1 Name (Sign.)

External Industry Mentor (Sign.)

External Academic Mentor (Sign.)

VSIT Cluster Mentor Name (Sign.)

Head of Dept. (Sign.)

The academic resources available in VSIT –

VMIS (ERP)	V-Refer and V-Live	VSIT Library	VAC & MOOC Courses
Institute & Department Vision and Mission	Former IA question papers and solutions (prepared by faculty)	Former IA question papers solutions - hardcopy	Value Added Courses (VAC) are conducted throughout the semester & in the semester break - Enrol for the VACs
Program Educational Objectives (PEO)	MU end semester examination question papers and solutions (prepared by faculty)	MU end semester exam question paper & solutions - by faculty, hardcopy	
Program Specific Outcome (PSO)	Class notes and Digital Content for the subject (scanned / typed by faculty)	All text books, reference books, e - books mentioned in the syllabus & AAP	Online courses from NPTEL, Coursera etc. are pursued throughout the semester - Register for the course & get certified
Program Outcome (PO)	Comprehensive question bank, EQ, GQ, PPT, Class Test papers	Technical journals and magazines for reference	
Departmental Knowledge Map	Academic Administration Plan & Beyond Syllabus Activity report	VSIT library is member of IIT Bombay Library	Watch former lectures captured in LMS at VSIT

1.a Course Objectives (write in detail – follow NBA guideline in this regard)

Cognitive	What do you want students to know?	<ul style="list-style-type: none"> To learn basic economic concepts related to macroeconomics. To use basic economic principles to analyze the macro-economy. To use basic economic principles to be able to predict how changes in policy are expected to impact the economy.
Affective	What do you want students	Students should learn the theory while connecting it to the real economy. For that purpose they need to think any macroeconomic issues from Indian economic point of view.

	to think / care about?	
Behavioural	What do you want students to be able to do?	Students will be able to show that they understand economic concepts such as scarcity, GDP accounting, unemployment, inflation, aggregate demand/supply, real and nominal interest rates, fiscal policy; applying models such as demand and supply to determine quantity and price in markets, and various macro models to determine real GDP and price levels, and to analyze the effects of fiscal and monetary policy.

1.b Course Outcome (CO) Statements and Module-Wise Mapping (follow NBA guideline)

CO No.	Statements	Related Module/s
CO1	<ul style="list-style-type: none"> Understand why household, business, government and global behavior determine the aggregate demand for goods and services Understand the basics of national income accounting 	UNIT I
CO2	<ul style="list-style-type: none"> Explain the differences between the classical and Keynesian approaches to understanding the macro economy, including the political implications of each approach and the role of an activist fiscal policy in the Keynesian approach. 	UNIT II
CO3	<ul style="list-style-type: none"> Explain public goods, externalities, and government interventions using public finance theories. 	UNIT III
CO4	<ul style="list-style-type: none"> Understand the various reasons why countries engage in international trade, including the direction and volume of trade between nations. 	UNIT IV
CO5		

1.c Mapping of COs with POs (mark S: Strong, M: Moderate, W: Weak, Dash ‘-’: not mapped)

	PO 1	PO 2	PO 3	PO 4	PO 5	PO 6	PO 7	PO 8	PO 9	PO 10	PO 11	PO 12
CO 1												
CO 2												
CO 3												
CO 4												
CO 5												

1.d Mapping of COs with PSOs (mark S: Strong, M: Moderate, W: Weak, Dash '-':not mapped)

	PSO 1	PSO 2	PSO 3	PSO 4
CO 1				
CO 2				
CO 3				
CO 4				
CO 5				

1.e Teaching and Examination Scheme (As specified by the University) for the Course

Categories	Mathematics	Computing / IT / Electronics	Humanities & Soft Skill	Social Sciences	Commerce	Management	Multidisciplinary

Tick suitable category							
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Subject Code	Subject Name	Teaching Scheme			Credits Assigned			
		Theory	Practical	Tutorial	Theory	TW/Practical	Tutorial	Total
	Business Economics II	75			3			3

Subject Code	Subject Name	Examination Scheme							
		Theory Marks IA Test			End Sem. Exam Marks	TW	Practical	Oral	Total
		IA 1	IA 2	Average of IA1 and IA2					
	BUSINESS ECONOMICS II	25			75				100

1.f Faculty-Wise Distribution of all Lecture-Practical-Tutorial Hours for the Course

Divisions	Lecture (Hrs.)	Practical (Hrs.)				Tutorial (Hrs.)			
		Batch 1	Batch 2	Batch 3	Batch 4	Batch 1	Batch 2	Batch 3	Batch 4
A	3								
B									
C									
D									

E									
F									

1.g Office Hours (Faculty will be available in office in this duration for solving students' query)

Division	Day	Time (at least 1 Hr. / Division)	Venue (Office Room No.)
A	THURSDAY	2.30 PM – 3.30 PM	Virtual

2.a Syllabus : Module Wise Teaching Hours and % Weightage in University Question Paper

Module No.	Module Title and Brief Details	Teaching Hrs. for each module	% Weightage in University Question Papers
1	Introduction to Macroeconomics	12.5	25%
2	Money, Inflation and Monetary Policy	12.5	25%
3	Constituents of Fiscal Policy	12.5	25%
4	Open Economy: Theory and Issues of International Trade	12.5	25%
5			
* Insert rows for more modules in the Course Total		40 hrs	100%

2.b Prerequisite Courses

No.	Semester	Name of the Course	Topic/s
1	I	Microeconomics	All
2			

3			
---	--	--	--

2.c Relevance to Future Courses

No.	Semester	Name of the Course
1		
2	I, II	M.COM
3		

2.d Real Life Application Mapping – Mention Application from Very Common Day to Day Life

No.	Real Life Application Mapping with the Course
1	Causes and consequences of inflation and deflation; its relevance to business decisions.
2	Government economic policies including the Budget (“fiscal policy”), interest rates (“monetary policy”) and supply side policies and how and why they have direct relevance to business decision making.
3	Exchange rates and their impact on business performance.

3. Past Results – Division-Wise and Topic-Wise Result Based Analysis

Details	Target – Dec 2018	Dec 2017	Dec 2016	Dec 2015
Course Passing % – Average of 3 Divisions	85%	75%	90%	
Marks Obtained by Course Topper (mark/100)		94	90	

Year	Division A		Division B		Division C	
	Initials of Teacher	% Result	Initials of Teacher	% Result	Initials of Teacher	% Result
Mar 2020	SGN	100%				
Mar 2019	AYM	89.3				

Mar 2018	ABR	88.6				
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Topics which affect results negatively	Module Number	Recommendations to overcome these issues & improve result in future
Quantity Theory of Money Monetary Policy	II	Work on student's understanding, writing assignments
Theories of International Trade	IV	Take more sessions and repetitive lectures Role play may help

4 All the Learning Resources – Books and E-Resources

4.a List of Text Books (T – Symbol for Text Books) to be Referred by Students

Sr. No	Text Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Modern Economics	Ahuja. H.L	S.Chand Company Ltd		I, II, III, IV
2	Macro Economics: Theory and Policy	Dwivedi, D.N.	Tata-Mac Graw Hill,		I, II, III, IV
3	Principles of Economics	Jhingan, M.L	Vrinda Publications (P) Ltd		I, II, III, IV
4					
5					
6					

4.b List of Reference Books (R – Symbol for Reference Books) to be Referred by Students

Sr. No	Reference Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Modern Economics	Ahuja. H.L	S.Chand Company Ltd		I, II, III, IV
2	Macro Economics: Theory and Policy	Dwivedi, D.N.	Tata-Mac Graw Hill,		I, II, III, IV
3	Principles of Economics	Jhingan, M.L	Vrinda Publications (P) Ltd		I, II, III, IV
4	Macroeconomics	Dornbush , Fisher and Startz,	Tata-Mac Graw Hill		I, II, III, IV
5	International Economics	Salvatore Dominick	John Wiley & sons, Inc Singapore		IV
6	Public finance in Theory and Practice	Singh.S.K.	S.Chand &co Pvt Ltd, New Delhi		

4.c List of E - Books (E – Symbol for E-Books) to be Referred by Students

Sr. No	E- Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Essentials of Macroeconomics	Peter Jochumzen	Ventus Publishing		I, II, III, IV
2	Macroeconomics	GLENN HUBBARD TONY O'BRIEN ANNE GARNETT	Pearson Australia	3rd	I, II, III, IV
3					

4					
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4.d

Web Links and Names of Magazines, Journals, E-journals – [VIT is member of IIT Bombay Library]

Refer online journals subscribed in VIT library. You can also access IIT Bombay online library for journals from IITB campus.

Sr. No.	Web-Links and Names of Journals and E-Journals Recommended to Students for this Course	Web-Links and Names of Magazines Recommended to Students for this Course	Module Nos.
1	Journal of Macroeconomics	https://www.journals.elsevier.com/journal-of-macroeconomics	
2	Economist	https://www.economist.com/topics/inflation	II
3			
4			
5			
6			

4.e

Module Best Available in - Tick the best resource [from 4.a to 4.d in this AAP] & give details

Module No.	Category (Please Tick Mark) - √						Available In VIT Library?		Details of the Resource (i.e. Name, Chapter & Page No., etc.)
	Book			Magazine	Journals		Y	N	
	Text	Reference	E-Book		Regular	E-Journal			
1	√	√	√						
2	√	√	√						
3	√	√	√						
4	√	√	√						

5									
6									
7									
8									
9									
10									

4.f Web Links for Online Notes/YouTube/VIT Digital Content/VIT Lecture Capture/NPTEL Videos

Students can view lectures by VIT professors, captured through LMS ‘Lecture Capture’ in VIT campus for previous years.

No.	Websites / Links	Module Nos.
1		
2		
3		
4		
5		
6		
7		
8		
9		
10		

4.g Recommended MOOC Courses like Coursera / NPTEL / MIT-OCW / edX etc.

Sr. No.	MOOC Course Link	Course conducted by – Person / University / Institute / Industry	Course Duration	Certificate (Y / N)
1	<p>The Power of Macroeconomics: Economic Principles in the Real World</p> <p>https://www.mooc-list.com/course/power-macroeconomics-economic-principles-real-world-coursera</p>	<p>Created by: University of California, Irvine</p> <p>Delivered by: Coursera</p> <p>Taught by: Peter Navarro</p>	13 weeks	Yes Paid
	<p>https://swayam.gov.in/course/4183-macroeconomics-theory</p> <p>MACROECONOMICS THEORY</p>	<p>Created by: Dr.P. P. Prajapati Prajapati Gujarat University</p>	12 weeks	Yes

4.h Recommended Value Added Courses (VAC)

Sr. No.	Name of the Value Added Course	Conducted by – Person / Institute / Industry	Course Duration	Certificate (Y / N)
1				

4.i Study Material Distributed among Students

Tick if distributed among students					
GQ	Notes	Digital Content	PPT	EQ (updated till the Last Exam)	Other (Write Details)
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	

5. Consolidated Course Lesson Plan

	From (date/month/year)	From (date/month/year)	Total Number of Weeks
Semester Duration	11 Jan 2021	April 2021	14

Week	Lecture no.	Module No.	Lecture Topics / IA 1 and IA 2 / BSA planned to be covered	Actual date of Completion	COs	Recommended	
						Prior Viewing / Reading	
						Lecture No. (on LMS)	Chapter No. / Page Nos./ Books/ Web Site
1	1	I	AAP DISCUSSION AND INTRODUCTION TO MACROECONOMICS				
	2	I	Circular Flow of Income and Expenditure				
	3	I	National Income Accounting				
2	4	I	Features and Phases of Trade Cycles				
	5	I	Keynesian Principle of Effective Demand				

	6	I	Aggregate Demand and Aggregate Supply				
3	7	I	Consumption Function				
	8	I	Investment function				
	9	I	Money, Inflation, and Monetary Policy- Determinants of Money Supply, Velocity Circulation of Money				
4	10	II	Money Multiplier				
	11	II	Demand for Money- Classical, Keynesian				
	12	II	Quantity theory of money				
5	13	II	Keynes' liquidity preference theory of interest				
	14	II	Cambridge cash balance approach				
	15	II	Demand Pull Inflation and Cost Push Inflation				
6	16	II	Effects of Inflation				
	17	II	Nature of inflation in a developing economy (CASE STUDY)				
	18	II	Meaning, objectives and instruments of Monetary Policy				
7	19	II	Meaning, objectives and instruments of Monetary Policy				
	20	II	Public Goods				
	21	III	Principles of Sound and Functional Finance				
8	22	III	Fiscal Policy: Meaning, Objectives -				
	23	III	Canons of taxation - Factors influencing incidence of taxation -				
	24	III	Public Expenditure				

9	25	III	Public Debt				
	26	III	Union budget -Structure- Deficit concepts-				
	27	III	Fiscal Responsibility and Budget Management Act				
10	28	III	International Trade Theory				
	29	IV	Ricardo Comparative Cost Theory				
	30	IV	Heckscher- Ohlin Theory				
11	31	IV	Terms of Trade and its determinants				
	32	IV	Free Trade Vs Protectionism				
	33	IV	Foreign Portfolio Investment & Foreign Direct Investment				
12	34	IV	Role of MNCs				
	35	IV	Balance of Payment				
	36	IV	Disequilibrium of BOP				
13	37	IV	Foreign Exchange- Spot and Forward				
	38	IV	Hedging, Speculation, Arbitrage				
	39	IV	Fixed and Flexible Exchange Rate and Revision				
14	40	IV	REVISION				

6.

Rubric for Grading and Marking of Term Work (inform students at the beginning of semester)

Lecture + Practical (% Attendance) & Marks	Assign-ments	Tutorial	Lab / Practical Performance	Lab Journal Assessment	Class Tests (Other than IA)	Other (1) specify	Other (2) specify	Total
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	2.5				2.5			5
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7. Assignments / Tutorials Details (must attach print out of all questions together with AAP)

Assignment No.	Title of the Assignments / Tutorials	CO Map	Assignments given to Students on	Date of Submission
1	Role of Government		1 st week October	
2				
3				
4				
5				
6				

7				
8				
9				
10				

Analysis of Assignment / Tutorial Questions and Related Resources

Assignment No.	Week No.	Type* (√)			Module No.	Based on #			Question Type (√)	
		R	UQ	OBT		Text Book	Reference Book	Other Learning Resource	MU EQ	Thought Provoking
1			<input checked="" type="checkbox"/>		I	<input checked="" type="checkbox"/>				
2		<input checked="" type="checkbox"/>			III			<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
3				<input checked="" type="checkbox"/>	IV		<input checked="" type="checkbox"/>			
4										
5										
6										
7										
8										
9										
10										

* Tick (√) the Type of the Assignment: Regular (R); Unannounced Quiz (UQ) ; Open Book Test for TY/SY/MASTERS (OBT)

Write number for Text book, reference book, other learning resource from this AAP – from Points 4.a to 4.d

8.

Internal Assessment / Other Class Test / Open Book Test (OBT)/Take Home Test (THT) Details

Tests	Test Dates	Module No.	CO Map	IA Question Paper Pattern	Policy
1 st IA Test				Q1 – MCQ - 10 Marks Q2 – 1 numerical 5 Marks	No IA Re-test
2 nd IA Test				Q3 – 1 numerical 5 Marks 20 marks each for IA 1 & 2	IA is a Head of passing *
Pop Quiz					
Open Book Test					
Take Home Test					
Class tests / prelims					
Class tests / prelims					
Any other test/exams					

* IA failures will have to appear for re-test in next semester

9.a

Practical Activities – Regular Experiments

Practical No.	Module No.	Title of the Regular Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1					
2					

3					
4					
5					
6					
7					
8					
9					
10					

9.b Practical Activities – Newly Added Experiments

Practical No.	Module No.	Title of the Newly Added Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1					
2					

9.c Practical Activities – PBL Experiments

Practical No.	Module No.	Title of the PBL Experiments	Concepts to be highlighted	CO Map	Audit / Quality (0 to 4)
1					
2					

10. Beyond Syllabus Activities for Gap Mitigation

No.	Type of the Activity	Activities	Details – no of attendees, guest, feedback, mark sheet, report
1	Interaction with Outside World	Guest Lecture / Workshops	
2		Industrial Visit	
3	Test and Assessments	Class Tests – (other than IA)	<input checked="" type="checkbox"/>
4		Mini Projects	
5		Pop Quiz	<input checked="" type="checkbox"/>
6		Mobile App Based Quiz	
7		Open Book Test	
8		Take Home Test	
9	Collaborative and Group Activity	Poster Presentation	<input checked="" type="checkbox"/>
10		Minute Papers	
11		Students Seminar	<input checked="" type="checkbox"/>
12		Students Debates	
13		Panel Discussion / Mock GD	
14		Mock Interview	
15	Co-curricular Courses	MOOC-NPTEL/Coursera Videos	
16		Value Added Courses	
17		Lecture Capture Usage	

*** Do not delete any activity. Give details for planned events. Write ‘NA’ for activity Not Planned.**

Consolidated Academic Administration Plan Prepared by (mention all theory teaching faculty names with signature)

Faculty 1 Name (Sign.)

Faculty 2 Name (Sign.)

Faculty 3 Name (Sign.)

External Industry Mentor (Sign.)
Mentor (Sign.)

External Academic

VSIT Cluster Mentor Name (Sign.)
(Sign.)

Head of Dept.

The academic resources available in VSIT –

VMIS (ERP)	V-Refer and V-Live	VSIT Library	VAC & MOOC Courses
Institute & Department Vision and Mission	Former IA question papers and solutions (prepared by faculty)	Former IA question papers solutions - hardcopy	Value Added Courses (VAC) are conducted throughout the semester & in the semester break - Enrol for the VACs
Program Educational Objectives (PEO)	MU end semester examination question papers and solutions (prepared by faculty)	MU end semester exam question paper & solutions - by faculty, hardcopy	
Program Specific Outcome (PSO)	Class notes and Digital Content for the subject (scanned / typed by faculty)	All textbooks, reference books, e -books mentioned in the syllabus & AAP	Online courses from NPTEL, Coursera etc. are pursued throughout the semester - Register for the course & get certified
Program Outcome (PO)	Comprehensive question bank, EQ, GQ, PPT, Class Test papers	Technical journals and magazines for reference	
Departmental Knowledge Map	Academic Administration Plan & Beyond Syllabus Activity report	VSIT library is member of IIT Bombay Library	Watch former lectures captured in LMS at VSIT

1.a Course Objectives (write in detail – follow NBA guideline in this regard)

Cognitive	What do you want students to know?	Ability to apply the principles and concepts of financial analysis – market demand, technical and financial
Affective	What do you want students to think / care about?	Understanding the basic concepts of valuation and the interplay of factors affecting valuation
Behavioural	What do you want students to be able to do?	To take investment decision based on financial soundness of the business, interpreted through application of different Financial management techniques. Overview of valuation using discounted cash flow methods and ability to calculate the same

1.b Course Outcome (CO) Statements and Module-Wise Mapping (follow NBA guideline)

CO No.	Statements	Related Module/s
CO1	To understand about Working Capital Financing	Unit 1 & 2
CO2	To formulate Cash Management Techniques	Unit 2
CO3	To identify different types of Budgets	Unit 3
CO4	To be able to calculate different types of Leverage	Unit 4

1.c Mapping of COs with POs (mark S: Strong, M: Moderate, W: Weak, Dash '-': not mapped)

	PO 1	PO 2	PO 3	PO 4	PO 5	PO 6	PO 7	PO 8	PO 9	PO 10	PO 11	PO 12
CO 1												
CO 2												
CO 3												
CO 4												

CO 5											
------	--	--	--	--	--	--	--	--	--	--	--

1.d Mapping of COs with PSOs (mark S: Strong, M: Moderate, W: Weak, Dash '-':not mapped)

	PSO 1	PSO 2	PSO 3	PSO 4
CO 1				
CO 2				
CO 3				
CO 4				
CO 5				

1.e Teaching and Examination Scheme (As specified by the University) for the Course

Categories	Mathematics	Computing / IT / Electronics	Humanities & Soft Skill	Social Sciences	Commerce	Management	Multidisciplinary
Tick suitable category					✓		

Subject Code	Subject Name	Teaching Scheme			Credits Assigned			
		Theory	Practical	Tutorial	Theory	TW/Practical	Tutorial	Total
VSIT 01	FM2	75	--	--	3	-	--	3

Subject Code	Subject Name	Examination Scheme							
		Theory Marks IA Test			End Sem. Exam Marks	TW	Practical	Oral	Total
		IA 1	IA 2	Sum of IA1 and IA2					
VSIT 01	FM2	20	05	25	75	--	--	--	75

1.f Faculty-Wise Distribution of all Lecture-Practical-Tutorial Hours for the Course

Divisions	Lecture (Hrs.)	Practical (Hrs.)				Tutorial (Hrs.)			
		Batch 1	Batch 2	Batch 3	Batch 4	Batch 1	Batch 2	Batch 3	Batch 4
A	3	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.

1.g Office Hours (Faculty will be available in office in this duration for solving students' query)

Division	Day	Time (at least 1 Hr. / Division)	Venue (Office Room No.)
A			

2.a**Syllabus: Module Wise Teaching Hours and % Weightage in University Question Paper**

Module No.	Module Title and Brief Details	Teaching Hrs. for each module	% Weightage in University Question Papers
1	Working Capital Management	05	25%
2	Management of Components of Working Capital	05	25%
3	Financial Planning	15	25%
4	Financial Policy and Corporate Strategy	15	25%
* Insert rows for more modules in the Course		Total	40 hrs
			100%

2.b**Prerequisite Courses**

No.	Semester	Name of the Course	Topic/s
1	III	SYBBI	Financial Management-1

2.c**Relevance to Future Courses**

No.	Semester	Name of the Course
1		MBA, MMS, MCOM
2		

2.d**Real Life Application Mapping – Mention Application from Very Common Day to Day Life**

No.	Real Life Application Mapping with the Course
1	Understanding how Risk in Business can be covered by cash Management
2	Be Aware of how the Success of a Business can be predicted with the help of Leverages.
3	

3.**Past Results – Division-Wise and Topic-Wise Result Based Analysis**

Details	Target – March 2021	March 2020	March 2019	March 2018
Course Passing % – Average of 3 Divisions	90%	86.16%	89.45%	88.88%
Marks Obtained by Course Topper (mark/100)	95	91	90	89

Year	Division A		Division B		Division C	
	Initials of Teacher	% Result	Initials of Teacher	% Result	Initials of Teacher	% Result
March 2020	VRG	86.16%				
March 2019	MAA	89.45%				
March 2018	VRG	88.88%				

Topics which affect results negatively	Module Number	Recommendations to overcome these issues & improve result in future
Strategic financial decision making framework	4	Practice more sums. Give more assignments, Conceptual understanding of the topics is more important

4 All the Learning Resources – Books and E-Resources

4.a List of Text Books (T – Symbol for Text Books) to be Referred by Students

Sr. No	Text Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Fundamentals of Financial Management	D. Chandra Bose	PHI Learning Pvt. Ltd		All
2	Financial Management	C. Paramasivan & T. Subramanian			All
3	Financial Management	Ravi Kishore			All
4	Financial Management	Tulsian PC			All

4.b List of Reference Books (R – Symbol for Reference Books) to be Referred by Students

Sr. No	Reference Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Financial Management:	M.Y. Khan	Tata McGraw Hill.		
2	Financial Management:	Ravi M Kishore	Taxman		
3	Financial Management	Prassana Chandra	Prentice Hall.		

4.c List of E - Books (E – Symbol for E-Books) to be Referred by Students

Sr. No	E- Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Financial Accounts	Rajasekaran			
2	Introduction to Financial Accounting	Hornegren, Sundem, Elliot, D, Hilbrick		Global	
3					

4.d Web Links and Names of Magazines, Journals, E-journals – [VIT is member of IIT Bombay Library]

Refer online journals subscribed in VIT library. You can also access IIT Bombay online library for journals from IITB campus.

Sr. No.	Web-Links and Names of Journals and E-Journals Recommended to Students for this Course	Web-Links and Names of Magazines Recommended to Students for this Course	Module Nos.
1	Indian Journal of Finance	Money, Businessweek	1-4
2	Journal of Accounts and Finance	Open access journal published by IETI, IDSAI & IRIEM	1-4
3	Global Journal of Finance and Management		1-4

4.e Module Best Available in - Tick the best resource [from 4.a to 4.d in this AAP] & give details

Module No.	Category (Please Tick Mark) - √						Available In VSIT Library?		Details of the Resource (i.e. Name, Chapter & Page No., etc.)
	Book			Magazine	Journals		Y	N	
	Text	Reference	E-Book		Regular	E-Journal			
1		✓					Y		Financial Management: M.Y. Khan Tata McGraw Hill.
2		✓					Y		
3		✓					Y		
4		✓					Y		

4.f Web Links for Online Notes/YouTube/VSIT Digital Content/VIT Lecture Capture/NPTEL Videos

No.	Websites / Links	Module Nos.
1	https://youtu.be/P_bqDgkZmuY	(1)
2	https://youtu.be/HBYwpqn1FMk	(3)
3	https://youtu.be/1SuHHul13nY	(3)
4	https://youtu.be/vo8RSnj0UOA	(4)

4.g Recommended MOOC Courses like Coursera / NPTEL / MIT-OCW / edX etc.

Sr. No.	MOOC Course Link	Course conducted by – Person / University / Institute / Industry	Course Duration	Certificate (Y / N)
1	https://www.edx.org/course/management-accounting-acca-fma-f2-x-8	edX	10 weeks	Y
2.	https://www.edx.org/course/personal-finance-purduex-pn-17-2		5 weeks	Y

4.h Recommended Value Added Courses (VAC)

Sr. No.	Name of the Value Added Course	Conducted by – Person / Institute / Industry	Course Duration	Certificate (Y / N)
1	https://www.coursera.org/learn/corporate-strategy	University of Illinois at Urbana-Champaign	4 weeks	Y
2	Advance Excel		4 weeks	Y

4.i Study Material Distributed among Students

Tick if distributed among students					
GQ	Notes	Digital Content	PPT	EQ (updated till the Last Exam)	Other (Write Details)
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	

5. Consolidated Course Lesson Plan

	From (date/month/year)	To (date/month/year)	Total Number of Weeks
Semester Duration	11/01/2021	31/03/2021	8

Week	Lecture no.	Module No.	Lecture Topics / IA 1 and IA 2 / BSA planned to be covered	Actual date of Completion	COs	Recommended Prior Viewing / Reading	
						Lecture No. (on LMS)	Chapter No. / Page Nos./ Books/ Web Site
1	1	1	Introduction to Syllabus		CO1		
	2	1	Management of Working Capital in India		CO1		
	3	1	Estimating working capital needs		CO1		
	4	1	Operating or working capital cycle		CO1		
	5	1	Working Capital Financing: Trade Credit;		CO1		
2	6	2	Bank Credit; Commercial Papers; Certificate of Deposits (CDs);		CO2		
	7	2	Problem Solving on Working Capital		CO2		

	8	2	Problem Solving on Working Capital		CO2		
	9	2	Management of Components of Working Capital		CO2		
	10	2	Revision		CO2		
3	11	3	Management of Cash and Marketable Securities, Motives for Holding Cash,		CO3		
	12	3	Factors Determining Cash Needs, Basic Strategies of Cash Management;		CO3		
	13	3	Objectives of Cash Managementt Cash Management Techniques / Processes		CO3		1
	14	3	Problems Relating to Cash Management		CO3		
	15	3	Problems Relating to Cash Management		CO3		
4	16	3	Problems Relating to Cash Management		CO3		
	17	3	Problems Relating to Cash Management		CO3		
	18	3	Problems Relating to Cash Management		CO3		
	19	3	Marketable Securities, Cash Management Practices in India		CO3		
	20	3	Receivables Management: Objectives; Credit Policies; Credit Terms; and Collection Policies		CO3		
5	21	3	Problem Solving relating to Receivables Management		CO3		
	22	3	Financial Planning : Introduction , Meaning and Essentials of Budget .Types of Budget ,Advantages of Budgeting		CO3		
	23	3	Problem Solving relating to Zero Based Budgeting		CO3		
	24	3	Problem Solving relating to Zero Based Budgeting		CO3		
	25	3	Problem Solving relating to Master Budget.		CO3		

6	26	3	Problem Solving relating to Master Budget.		CO3		
	27	3	Problem Solving relating to Sales Budget.		CO3		
	28	3	Problem Solving relating to Production Budget.		CO3		
	29	3	Problem Solving relating to Material Budget		CO3		
	30	3	Revision		CO3		
7	31	4	Financial Policy and Corporate Strategy : Meaning of Strategic Financial Management		CO4		
	32	4	Strategic financial decision-making framework, Functions of Strategic financial management		CO4		
	33	4	Business Risk and Financial Risk, Introduction Debt v/s Equity Financing		CO4		
	34	4	Types of Leverage		CO4		
	35	4	Problem Solving relating to Leverage		CO4		
8	36	4	Problem Solving relating to Leverage		CO4		
	37	4	Problem Solving relating to Leverage		CO4		
	38	4	Investment Objective/Criteria for Individuals/Non-Business Purpose.		CO4		
	39	4	Problem solving		CO4		
	40	4	Revision		CO4		

6.

Rubric for Grading and Marking of Term Work (inform students at the beginning of semester)

Lecture + Practical (% Attendance) & Marks	Assign- ments	Tutorial	Lab / Practical Performance	Lab Journal Assessment	Class Tests (Other than IA)	Class participation	Other (2) specif y	Total
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								05	05
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7. Assignments / Tutorials Details (must attach print out of all questions together with AAP)

Assignment No.	Title of the Assignments / Tutorials	CO Map	Assignments given to Students on	Date of Submission
1	Problem Solving on Working Capital		15 Jan	20 Jan
2	Problem Solving on Cash Management		2 Feb	8 Feb
3	Problem Solving on Receivable Management		18 Feb	25 Feb
4	Problem on Master Budget		5 March	12 March

Analysis of Assignment / Tutorial Questions and Related Resources

Assignment No.	Week No.	Type* (√)			Module No.	Based on #			Question Type (√)	
		R	UQ	OBT		Text Book	Reference Book	Other Learning Resource	MU EQ	Thought Provoking
1		Y			2		Y			Y
2		Y			3		Y			Y

* Tick (√) the Type of the Assignment: Regular (R); Unannounced Quiz (UQ) ; Open Book Test for TY/SY/MASTERS (OBT)

Write number for Text book, reference book, other learning resource from this AAP – from Points 4.a to 4.d

8. Internal Assessment / Other Class Test / Open Book Test (OBT)/Take Home Test (THT) Details

Tests	Test Dates	Module No.	CO Map	IA Question Paper Pattern	Policy
-------	------------	------------	--------	---------------------------	--------

1 st IA Test				Q1 – MCQ - 10 Marks Q2 – 1 numerical 5 Marks Q3 – 1 numerical 5 Marks 20 marks each for IA 1 & 2	No IA Re-test
2nd IA Test					IA is a Head of passing *
Pop Quiz					
Open Book Test	Jan	Yes			
Take Home Test	Feb	Yes			
Class tests / prelims	Mar	Yes			

* IA failures will have to appear for re-test in next semester

9.a Practical Activities – Regular Experiments

Practical No.	Module No.	Title of the Regular Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1					
2					
3					

9.b Practical Activities – Newly Added Experiments

Practical No.	Module No.	Title of the Newly Added Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1					
2					

9.c Practical Activities – PBL Experiments

Practical No.	Module No.	Title of the PBL Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1					

2					
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10. Beyond Syllabus Activities for Gap Mitigation

No.	Type of the Activity	Activities	Details – no of attendees, guest, feedback, mark sheet, report
1	Interaction with Outside World	Guest Lecture / Workshops	
2		Industrial Visit	
3	Test and Assessments	Class Tests – (other than IA)	
4		Mini Projects	
5		Pop Quiz	Yes
6		Mobile App Based Quiz	
7		Open Book Test	Yes
8		Take Home Test	
9	Collaborative and Group Activity	Poster Presentation	
10		Minute Papers	
11		Students Seminar	
12		Students Debates	Yes
13		Panel Discussion / Mock GD	
14		Mock Interview	
15	Co-curricular Courses	MOOC-NPTEL/Coursera Videos	
16		Value Added Courses	Yes
17		Lecture Capture Usage	

*** Do not delete any activity. Give details for planned events. Write 'NA' for activity Not Planned.**

Consolidated Academic Administration Plan Prepared by (mention all theory teaching faculty names with signature)

Pooja Jogu

Faculty 1 Name (Sign.)

Faculty 2 Name (Sign.)

Faculty 3 Name (Sign.)

External Industry Mentor (Sign.)

External Academic Mentor (Sign.)

VSIT Cluster Mentor Name (Sign.)

Head of Dept. (Sign.)

Version 2020-2021

available in VSIT –

VMIS (ERP)	V-Refer and V-Live	VSIT Library	VAC & MOOC Courses
Institute & Department Vision and Mission	Former IA question papers and solutions (prepared by faculty)	Former IA question papers solutions - hardcopy	Value Added Courses (VAC) are conducted throughout the semester & in the semester break - Enrol for the VACs
Program Educational Objectives (PEO)	MU end semester examination question papers and solutions (prepared by faculty)	MU end semester exam question paper & solutions - by faculty, hardcopy	
Program Specific Outcome (PSO)	Class notes and Digital Content for the subject (scanned / typed by faculty)	All text books, reference books, e -books mentioned in the syllabus & AAP	Online courses from NPTEL, Coursera etc. are pursued throughout the semester - Register for the course & get certified
Program Outcome (PO)	Comprehensive question bank, EQ, GQ, PPT, Class Test papers	Technical journals and magazines for reference	
Departmental Knowledge Map	Academic Administration Plan & Beyond Syllabus Activity report	VSIT library is member of IIT Bombay Library	Watch former lectures captured in LMS at VSIT

1.a Course Objectives (write in detail – follow NBA guideline in this regard)

Cognitive	What do you want students to know?	Gain knowledge about Provision of Indian Companies Act, intellectual Property rights, Indian Partnership Act, Securities contract Regulation Act and SEBI.
Affective	What do you want students to think / care about?	Understand the Provision of Indian Companies Act, intellectual Property rights, Indian Partnership Act, Securities contract Regulation Act and SEBI.
Behavioural	What do you want students to be able to do?	Implementation of provisions in current life.

1.b Course Outcome (CO) Statements and Module-Wise Mapping (follow NBA guideline)

CO No.	Statements	Related Module/s
CO1	To study the provision under Companies Act 2013	Unit 1
CO2	To understand the concept of copyrights, patents and trademarks under Intellectual property right.	Unit 2
CO3	To learn the provisions under Partnership Act, Limited partnership Act.	Unit 3
CO4	To study the Legal aspect of Securities Exchange board of India.	Unit 4

1.c Mapping of COs with POs (mark S: Strong, M: Moderate, W: Weak, Dash '-': not mapped)

	PO 1	PO 2	PO 3	PO 4	PO 5	PO 6	PO 7	PO 8	PO 9	PO 10	PO 11	PO 12
CO 1	S											
CO 2		S										
CO 3			S									
CO 4				S								
CO 5												

1.d**Mapping of COs with PSOs (mark S: Strong, M: Moderate, W: Weak, Dash '-':not mapped)**

	PSO 1	PSO 2	PSO 3	PSO 4
CO 1	S			
CO 2		S		
CO 3			S	
CO 4				S
CO 5				

1.e**Teaching and Examination Scheme (As specified by the University) for the Course**

Categories	Mathematics	Computing / IT / Electronics	Humanities & Soft Skill	Social Sciences	Commerce	Management	Multidisciplinary
Tick suitable category					✓		

Subject Code	Subject Name	Teaching Scheme			Credits Assigned			
		Theory	Practical	Tutorial	Theory	TW/Practical	Tutorial	Total
	Business Law	75			3			3

Subject Code	Subject Name	Examination Scheme							
		Theory Marks IA Test			End Sem. Exam Marks	TW	Practical	Oral	Total
		IA 1	IA 2	Sum of IA1 and IA2					
	Business Law	20	05	25	75				100

1.f**Faculty-Wise Distribution of all Lecture-Practical-Tutorial Hours for the Course**

Divisions	Lecture (Hrs.)	Practical (Hrs.)				Tutorial (Hrs.)			
		Batch 1	Batch 2	Batch 3	Batch 4	Batch 1	Batch 2	Batch 3	Batch 4
A	3.33	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.

1.g**Office Hours (Faculty will be available in office in this duration for solving students' query)**

Division	Day	Time (at least 1 Hr. / Division)	Venue (Office Room No.)
A	Friday	10:30 a.m. – 11:30 a.m.	VSIT Office
F			

2.a**Syllabus: Module Wise Teaching Hours and % Weightage in University Question Paper**

Module No.	Module Title and Brief Details	Teaching Hrs. for each module	% Weightage in University Question Papers

1	Indian Companies Act, 2013	10	25
2	Intellectual Property Rights, Copyrights and trade marks	10	25
3	Indian Partnership Act, 1932 & Limited Liability Partnership, 2008	10	25
4	Securities Contract Regulation Act and SEBI	10	25
* Insert rows for more modules in the Course		Total	40
			100

2.b Prerequisite Courses

No.	Semester	Name of the Course	Topic/s
1	1	Business Law	

2.c Relevance to Future Courses

No.	Semester	Name of the Course
1	II	Post Graduate Course- MBA / MMS
2		

2.d Real Life Application Mapping – Mention Application from Very Common Day to Day Life

No.	Real Life Application Mapping with the Course
1	To understand the current issues & its legality issues
2	To understand about provisions which will help them at the time of internship/projects/job
3	

3. Past Results – Division-Wise and Topic-Wise Result Based Analysis

Details	Target - Mar 2021	Mar 2020	Mar 2019	Mar 2018
Course Passing % – Average of 3 Divisions	100%	100%	92.19%	98.21%
Marks Obtained by Course Topper (mark/100)	97	95	85	84

Year	Division A		Division B		Division C	
	Initials of Teacher	% Result	Initials of Teacher	% Result	Initials of Teacher	% Result
Mar 2020	Chitra M	100%				
Mar 2019	Chitra M	92.19%				

Mar 2018	Chitra M	98,21%				

Topics which affect results negatively	Module Number	Recommendations to overcome these issues & improve result in future
Sections, Definitions & Concepts	All	More case studies to be solve

4 All the Learning Resources – Books and E-Resources

4.a List of Text Books (T – Symbol for Text Books) to be Referred by Students

Sr. No	Text Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Companies Act 2013	T P Ghosh	Taxmann		1
2	Intellectual Property Rights in India	Dr V K Ahuja	Wadhwa Book Company		2
3	SEBI Act	Sumit Agarwal and Robin Joseph Baby	Taxmann		3
4	Indian Partnership Act with Limited Liability Partnership Act	Dr Madhusudan Saharay	Universal Law Publishing Company		4

4.b List of Reference Books (R – Symbol for Reference Books) to be Referred by Students

Sr. No	Reference Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Companies Act 2013	Ravi Puliani	Bharat Publication		1
2					
3					

4.c List of E - Books (E – Symbol for E-Books) to be Referred by Students

Sr. No	E- Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Ebook.mca.gov.in	Ministry of Corporate Affairs	Govt of India		1
2					

4.d**Web Links and Names of Magazines, Journals, E-journals – [VIT is member of IIT Bombay Library]**

Refer online journals subscribed in VIT library. You can also access IIT Bombay online library for journals from IITB campus.

Sr. No.	Web-Links and Names of Journals and E-Journals Recommended to Students for this Course	Web-Links and Names of Magazines Recommended to Students for this Course	Module Nos.
1	Annual Survey of Indian Law	Lawyer Monthly	All
2	Indian Law Journal	The Practical Lawyer	1

4.e**Module Best Available in - Tick the best resource [from 4.a to 4.d in this AAP] & give details**

Module No.	Category (Please Tick Mark) - √						Available In VSIT Library?		Details of the Resource (i.e. Name, Chapter & Page No., etc.)
	Book			Magazine	Journals		Y	N	
	Text	Reference	E-Book		Regular	E-Journal			
1		✓					✓		
2		✓					✓		
3	✓						✓		
4	✓						✓		
5									

4.f**Web Links for Online Notes/YouTube/VSIT Digital Content/VIT Lecture Capture/NPTEL Videos**

Students can view lectures by VSIT professors, captured through LMS 'Lecture Capture' in VIT campus for previous years.

No.	Websites / Links	Module Nos.
1	http://youtube.be/liqy6m8rlyo	MOA & AOA
2	http://youtube.be/IIBftm.gPCc(Hindi)	Public and Private Co.
3		

4.g**Recommended MOOC Courses like Coursera / NPTEL / MIT-OCW / edX etc.**

Sr. No.	MOOC Course Link	Course conducted by – Person / University / Institute / Industry	Course Duration	Certificate (Y / N)
1				

4.h**Recommended Value Added Courses (VAC)**

Sr. No.	Name of the Value Added Course	Conducted by – Person / Institute / Industry	Course Duration	Certificate (Y / N)
1				

4.i Study Material Distributed among Students

Tick if distributed among students					
GQ	Notes	Digital Content	PPT	EQ (updated till the Last Exam)	Other (Write Details)
✓		✓	✓	✓	

5. Consolidated Course Lesson Plan

	From (date/month/year)	To (date/month/year)	Total Number of Weeks
Semester Duration	27/11/2019	17/03/2020	15

Week	Lecture no.	Module No.	Lecture Topics / IA 1 and IA 2 / BSA planned to be covered	Actual date of Completion	COs	Recommended Prior Viewing / Reading	
						Lecture No. (on LMS)	Chapter No. / Page Nos./ Books/ Web Site
1	1	I	Syllabus, Meaning & Nature of Company		1		
	2	I	Advantages & Disadvantages of Company, Lifting of Corporate Veil		1		
	3	I	Documents and procedure for incorporation of company, Types of Companies		1		
	4	I	Meaning & Clauses of Memorandum of Association		1		
2	5	I	Meaning & Clauses of Articles of Association		1		
	6	I	Membership- modes of Acquiring membership, Cessation of membership, rights & liabilities of membership		1		
	7	I	Doctrine of Ultra Vires, Indoor Management, Constructive notice.		1		
	8	I	Meaning & Content of prospectus		1		

3	9	I	Classification, powers & Duties of directors		1		
	10	I	Types of Meetings		1		
	11	II	Introduction & Types of Intellectual Property rights, Meaning & features of Patents		2		
	12	II	Patentable & Not Patentable		2		
4	13	II	Term of Patents, procedure for obtaining patents, Remedies for infringement of Patent Rights		2		
	14	II	Meaning, Registration of Copy rights		2		
	15	II	Protected work, rights, Meaning of Fair use, Remedies for infringement of Copyrights		2		
	16	II	Meaning, Concept & functions of trademarks		2		
5	17	II	Types of Trademarks		2		
	18	II	Procedure of Registration of trade marks		2		
	19	II	Remedies for infringement of Trademarks		2		
	20	II	Revision & Quiz will be conducted		2		
6	21	III	Definition and essentials of Partnerships		3		
	22	III	Types of Partnerships, Types of Partners		3		
	23	III	Meaning & Content of Partnership Deed		3		
	24	III	Reconstruction of Partnership firms, Dissolution of the firm		3		
7	25	III	Definition & Nature of Limited Liability Partnership, 2008		3		
	26	III	Features of LLP, Distinguish between LLP and Partnership		3		

	27	III	Distinguish between LLP and Company,		3		
	28	III	Extent and Limitation of liability of LLP and its Partner,		3		
8	29	III	Winding up and Dissolution of the LLP		3		
	30	III	Revision & Quiz will be conducted		3		
	31	IV	Terms- Recognition of stock exchange		4		
	32	IV	Listing Agreement, Delisting		4		
9	33	IV	Cancellation of recognition- bye law, Types of Contracts		4		
	34	IV	Securitization & Reconstruction of Financial Assets		4		
	35	IV	Objectives, terms, Process & registration of asset of Enforcement of security Interest Act 2002		4		
	36	IV	Objectives of Security Exchange Board of India		4		
10	37	IV	Terms & Establishment of SEBI, Power & functions of SEBI		4		
	38	IV	Registration, penalties under SEBI Act		4		
	39	IV	Pre & Post Obligations under issue of disclosure. Conditions for issue, Debt Security, IPO		4		
	40	IV	Revision & Quiz will be conducted		4		

6. Rubric for Grading and Marking of Term Work (inform students at the beginning of semester)

Lecture + Practical (% Attendance) & Marks	Assignments	Tutorial	Lab / Practical Performance	Lab Journal Assessment	Class Tests (Other than IA)	Class participation	Other (2) specify	Total
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7. Assignments / Tutorials Details (must attach print out of all questions together with AAP)

Assignment No.	Title of the Assignments / Tutorials	CO Map	Assignments given to Students on	Date of Submission
1	Companies Act 2013	C01	4 th Week	4 th Week
2	Intellectual Property Rights	C01	6 th Week	7 th Week
3	Limited Liability Partnership, 2008	C01	8 th Week	9 th Week
4	SEBI Act	C01	10 th Week	11 th Week

Analysis of Assignment / Tutorial Questions and Related Resources

Assignment No.	Week No.	Type* (✓)			Module No.	Based on #			Question Type (✓)	
		R	UQ	OBT		Text Book	Reference Book	Other Learning Resource	MU EQ	Thought Provoking
1	1		✓		1			✓		
2	4	✓			2		✓			
3	6		✓		4	✓				✓
4										

* Tick (✓) the Type of the Assignment: Regular (R); Unannounced Quiz (UQ); Open Book Test for TY/SY/MASTERS (OBT)

Write number for Text book, reference book, other learning resource from this AAP – from Points 4.a to 4.d

8. Internal Assessment / Other Class Test / Open Book Test (OBT)/Take Home Test (THT) Details

Tests	Test Dates	Module No.	CO Map	IA Question Paper Pattern	Policy
1 st IA Test	22 nd Feb 2021	1 to 2	1-2	Q1 – MCQ - 10 Marks Q2 – 1 numerical 5 Marks Q3 – 1 numerical 5 Marks 20 marks each for IA 1 & 2	No IA Re-test
2 nd IA Test					IA is a Head of passing *

Pop Quiz					
Open Book Test					
Take Home Test					
Class tests / prelims					
Class tests / prelims					
Any other test/exams					

* IA failures will have to appear for re-test in next semester

9.a Practical Activities – Regular Experiments

Practical No.	Module No.	Title of the Regular Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1					
2					

9.b Practical Activities – Newly Added Experiments

Practical No.	Module No.	Title of the Newly Added Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1					
2					

9.c Practical Activities – PBL Experiments

Practical No.	Module No.	Title of the PBL Experiments	Concepts to be highlighted	CO Map	Audit / Quality (0 to 4)
1					
2					

10. Beyond Syllabus Activities for Gap Mitigation

No.	Type of the Activity	Activities	Details – no of attendees, guest, feedback, mark sheet, report
1	Interaction with Outside World	Guest Lecture / Workshops	Yes
2		Industrial Visit	
3	Test and Assessments	Class Tests – (other than IA)	Yes
4		Mini Projects	Yes
5		Pop Quiz	
6		Mobile App Based Quiz	
7		Open Book Test	Yes
8		Take Home Test	
9	Collaborative and Group Activity	Poster Presentation	
10		Minute Papers	
11		Students Seminar	
12		Students Debates	
13		Panel Discussion / Mock GD	
14		Mock Interview	
15	Co-curricular Courses	MOOC-NPTEL/Coursera Videos	
16		Value Added Courses	
17		Lecture Capture Usage	

*** Do not delete any activity. Give details for planned events. Write 'NA' for activity Not Planned.**

Consolidated Academic Administration Plan Prepared by (mention all theory teaching faculty names with signature)

Faculty 1 Name (Sign.)

Faculty 2 Name (Sign.)

Faculty 3 Name (Sign.)

External Industry Mentor (Sign.)

External Academic Mentor (Sign.)

VSIT Cluster Mentor Name (Sign.)

Head of Dept. (Sign.)

Version 2019-2020

The academic resources available in VSIT –

VMIS (ERP)	V-Refer and V-Live	VSIT Library	VAC & MOOC Courses
Institute & Department Vision and Mission	Former IA question papers and solutions (prepared by faculty)	Former IA question papers solutions - hardcopy	Value Added Courses (VAC) are conducted throughout the semester & in the semester break - Enrol for the VACs
Program Educational Objectives (PEO)	MU end semester examination question papers and solutions (prepared by faculty)	MU end semester exam question paper & solutions - by faculty, hardcopy	
Program Specific Outcome (PSO)	Class notes and Digital Content for the subject (scanned / typed by faculty)	All text books, reference books, e -books mentioned in the syllabus & AAP	Online courses from NPTEL, Coursera etc. are pursued throughout the semester - Register for the course & get certified
Program Outcome (PO)	Comprehensive question bank, EQ, GQ, PPT, Class Test papers	Technical journals and magazines for reference	
Departmental Knowledge Map	Academic Administration Plan & Beyond Syllabus Activity report	VSIT library is member of IIT Bombay Library	Watch former lectures captured in LMS at VSIT

1.a Course Objectives (write in detail – follow NBA guideline in this regard)

Cognitive	What do you want students to know?	Students should know concept of real-time insights into every <i>aspect</i> of Investment Banking operations.
Affective	What do you want students to think / care about?	Understanding the how various companies use sources to raise funds.
Behavioural	What do you want students to be able to do?	To apply and be able to do process of raising funds ,Tracking client’s portfolio, preparing presentation material etc.

1.b Course Outcome (CO) Statements and Module-Wise Mapping (follow NBA guideline)

CO No.	Statements	Related Module/s
CO1	To understand the concept of Merchant Banking	Unit 1
CO2	To understand the Initial Public Offering (IPO)	Unit 2
CO3	To understand Issue of DRs, ADRs and CPs	Unit 3
CO4	To understand the Issue of Bond and Debentures	Unit 4

1.c Mapping of COs with POs (mark S: Strong, M: Moderate, W: Weak, Dash ‘-’: not mapped)

	PO 1	PO 2	PO 3	PO 4	PO 5	PO 6	PO 7	PO 8	PO 9	PO 10	PO 11	PO 12
CO 1												
CO 2												
CO 3												
CO 4												

1.d Mapping of COs with PSOs (mark S: Strong, M: Moderate, W: Weak, Dash '-':not mapped)

	PSO 1	PSO 2	PSO 3	PSO 4
CO 1				
CO 2				
CO 3				
CO 4				

1.e Teaching and Examination Scheme (As specified by the University) for the Course

Categories	Mathematics	Computing / IT / Electronics	Humanities & Soft Skill	Social Sciences	Commerce	Management	Multidisciplinary
Tick suitable category					✓		

Subject Code	Subject Name	Teaching Scheme			Credits Assigned			
		Theory	Practical	Tutorial	Theory	TW/Practical	Tutorial	Total
UBFM603	Merchant Banking	75			3			3

Subject Code	Subject Name	Examination Scheme							
		Theory Marks IA Test			End Sem. Exam Marks	TW	Practical	Oral	Total
		IA 1	IA 2	Sum of IA1 and IA2					
UBFM603	Merchant Banking	20	05	25	75				100

1.f Faculty-Wise Distribution of all Lecture-Practical-Tutorial Hours for the Course

Divisions	Lecture (Hrs.)	Practical (Hrs.)				Tutorial (Hrs.)			
		Batch 1	Batch 2	Batch 3	Batch 4	Batch 1	Batch 2	Batch 3	Batch 4
A	3	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.

1.g Office Hours (Faculty will be available in office in this duration for solving students' query)

Division	Day	Time (at least 1 Hr. / Division)	Venue (Office Room No.)
A	Tuesday	11:00 a.m. – 12:00 p.m	Reading Room

2.a Syllabus: Module Wise Teaching Hours and % Weightage in University Question Paper

Module No.	Module Title and Brief Details	Teaching Hrs. for each module	% Weightage in University Question Papers
1	The Introduction of Merchant Banking	13	25
2	Initial Public Offering (IPO)	12	25

3	Issue of DRs, ADRs and CPs	13	25
4	Issue of Bond and Debentures	12	25
* Insert rows for more modules in the Course		Total	50
			100

2.b Prerequisite Courses

No.	Semester	Name of the Course	Topic/s
1	3 to 5	Debt Market, Equity Market, Financial Derivatives	ALL

2.c Relevance to Future Courses

No.	Semester	Name of the Course
1	III & IV	MMS/MBA

2.d Real Life Application Mapping – Mention Application from Very Common Day to Day Life

No.	Real Life Application Mapping with the Course
1	Asset Management Department in Investment Banks
2	Broking Firms & Financial Institutions

3. Past Results – Division-Wise and Topic-Wise Result Based Analysis

Details	Target - Mar 2020	Mar 2019	Mar 2016	Mar 2015
Course Passing % – Average of 1 Divisions	100 %	98%		
Marks Obtained by Course Topper (mark/100)	90	86		

Year	Division A		Division B		Division C		Division F	
	Initials of Teacher	% Result	Initials of Teacher	% Result	Initials of Teacher	% Result	Initials of Teacher	% Result
Mar 2017	SGG	98%						
Mar 2018	AG	98%						

Topics which affect results negatively	Module Number	Recommendations to overcome these issues & improve result in future
ADR & DR	3	More revision on it

4 All the Learning Resources – Books and E-Resources

4.a List of Text Books (T – Symbol for Text Books) to be Referred by Students

Sr. No	Text Book Titles	Author/s	Publisher	Edition	Module Nos.
1					
2					

4.b List of Reference Books (R – Symbol for Reference Books) to be Referred by Students

Sr. No	Reference Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Merchant Banking & Practises	H.R Machiraju	Vayu Education		1-4
2	Issue Management – Concepts and Guidance	Carl Pritchard	CRC Press		1-4
3	A Practical Guide to Merchant Banking	Thomas S Koleman	Research Foundation of CFA Institute		1-4
4	The Essentials of IPO Management	Michel Crouhy, Dan Galai, Robert Mark	MC Graw Hill Education		1-4

4.c List of E - Books (E – Symbol for E-Books) to be Referred by Students

Sr. No	E- Book Titles	Author/s	Publisher	Edition	Module Nos.
1					
2					

4.d Web Links and Names of Magazines, Journals, E-journals – [VIT is member of IIT Bombay Library]

Refer online journals subscribed in VIT library. You can also access IIT Bombay online library for journals from IITB campus.

Sr. No.	Web-Links and Names of Journals and E-Journals Recommended to Students for this Course	Web-Links and Names of Magazines Recommended to Students for this Course	Module Nos.
1	www.youtube.com		
2	www.investopedia.com		
3	www.marketbusinessnews.com		

4.e Module Best Available in - Tick the best resource [from 4.a to 4.d in this AAP] & give details

Module No.	Category (Please Tick Mark) - √					Available In VSIT Library?		Details of the Resource (i.e. Name, Chapter & Page No., etc.)	
	Book			Maga-zine	Journals		Y		N
	Text	Reference	E-Book		Regular	E-Journal			
1	✓		✓						

2	✓		✓						
3	✓		✓						
4	✓		✓						

4.f Web Links for Online Notes/YouTube/VSIT Digital Content/VIT Lecture Capture/NPTEL Videos

Students can view lectures by VSIT professors, captured through LMS 'Lecture Capture' in VIT campus for previous years.

No.	Websites / Links	Module Nos.
1	Online Notes and PPTs	1-4

4.g Recommended MOOC Courses like Coursera / NPTEL / MIT-OCW / edX etc.

Sr. No.	MOOC Course Link	Course conducted by – Person / University / Institute / Industry	Course Duration	Certificate (Y / N)
1	Risk Management	NPTEL		Y

4.h Recommended Value Added Courses (VAC)

Sr. No.	Name of the Value Added Course	Conducted by – Person / Institute / Industry	Course Duration	Certificate (Y / N)
1	Risk Management	NISM		Y

4.i Study Material Distributed among Students

Tick if distributed among students					
GQ	Notes	Digital Content	PPT	EQ (updated till the Last Exam)	Other (Write Details)
✓	✓	✓	✓	✓	

5. Consolidated Course Lesson Plan

	From (date/month/year)	To (date/month/year)	Total Number of Weeks
Semester Duration	18/11/2019	17/03/2020	

Week	Lecture no.	Module No.	Lecture Topics / IA 1 and IA 2 / BSA planned to be covered	Actual date of Completion	COs	Recommended Prior Viewing / Reading	
						Lecture No. (on LMS)	Chapter No. / Page Nos. / Books/ Web Site

1	1	1	Introduction to Merchant Banking		CO1	https://www.youtube.com/watch?v=l89l6s3wyEY
	2	1	The origin and need		CO1	
	3	1	Services Project counselling & loan syndication		CO1	
2	4	1	Reasons for growth of Merchant banking		CO1	
	5	1	Function and Services of Merchant Banking		CO1	
	6	1	Role and Qualities for merchant bankers		CO1	Meeting with Merchant Bankers
3	7	1	Progress of Merchant Banking in India		CO1	
	8	1	Challenges and Scope of merchant banking in India		CO1	
	9	1	SEBI Guidelines for Merchant Banking		CO1	
4	10	1	Public Issue Management		CO1	Kotak Asset management
	11	1	General obligation of Merchant banker		CO1	
	12	1	Banker & Broker to an Issue		CO1	
5	13	1	Revision of Unit 1		CO1	
	14	2	Introduction to Important term and IPO		CO2	https://www.youtube.com/watch?v=11dsrhWmvaQ

	15	2	SEBI guidelines for IPO Eligibility		CO2		
6	16	2	Book Building		CO2		
	17	2	Allotment & IPO grading		CO2		
	18	2	Role of Registrar in IPO		CO2		
7	19	2	Pre & Post Launch Activities in IPO		CO2		MINI PROJECT
	20	2	IPO Trend		CO2		
	21	2	Right Issue		CO2		
8	22	2	Listing Agreements		CO2		
	23	2	Stages in Listing Process		CO2		
	24	2	Categories of Investors		CO2		
9	25	2	Revision of Unit 2		CO2		
	26	3	Introduction to ADR , GDR & IDR		CO3		https://www.youtube.com/watch?v=YUznI0xXHn
	27	3	American depository Receipts(ADRs)		CO3		
10	28	3	Global depository Receipts(GDRs)		CO3		
	29	3	Indian depository Receipts(IDRs)		CO3		
	30	3	European depository Receipts(EDRs)		CO3		
11	31	3	Growth of Depository Receipts		CO3		

	32	3	Introduction & Meaning of Commercial Paper		CO3		
	33	3	Advantages & Disadvantages of Commercial paper		CO3		
12	34	3	Participants & Types of Commercial Paper		CO3		
	35	3	Guidelines for Issue of Commercial paper		CO3		
	36	3	Procedure for Ratings for Commercial Paper		CO3		
13	37	3	Growth of commercial Paper Market		CO3		
	38	3	Revision of Unit 3		CO3		
	39	4	Introduction & meaning of Debt Market		CO4		https://www.youtube.com/watch?v=JDQD_G8afoU
14	40	4	Role & classification of Debt Market in India		CO4		
	41	4	Debentures & Types of Debentures		CO4		
	42	4	Issue & conditions for Issue of Debentures		CO4		
15	43	4	Procedure for Issue of Debentures		CO4		
	44	4	Introduction to Bonds & Need for Issuing Bonds		CO4		
	45	4	Features & Advantages of Bonds		CO4		
16	46	4	Types classification of Bonds		CO4		
	47	4	Procedure for Issuance of Bonds		CO4		

	48	4	Participants in Bond Market		CO4		
17	49	4	Primary Dealers & Role of Primary Dealers		CO4		
	50	4	Revision of Unit 4		CO4		

6. Rubric for Grading and Marking of Term Work (inform students at the beginning of semester)

Lecture + Practical (% Attendance) & Marks	Assignments	Tutorial	Lab / Practical Performance	Lab Journal Assessment	Class Tests (Other than IA)	Class participation	Other (2) specify	Total
						5		5

7. Assignments / Tutorials Details (must attach print out of all questions together with AAP)

Assignment No.	Title of the Assignments / Tutorials	CO Map	Assignments given to Students on	Date of Submission
1	Assignment on Unit 1	1		
2	Assignment on Unit 2	2		
3	Assignment on Unit 3	3		
4	Assignment on Unit 4	4		

Analysis of Assignment / Tutorial Questions and Related Resources

Assignment	Week No.	Type* (v)	Module No.	Based on #	Question Type (v)
------------	----------	-----------	------------	------------	-------------------

		R	UQ	OBT		Text Book	Reference Book	Other Learning Resource	MU EQ	Thought Provoking
1		√			1	√	√		√	
2		√			2	√	√		√	
3		√			3	√	√		√	
4		√			4	√	√		√	

* Tick (√) the Type of the Assignment: Regular (R); Unannounced Quiz (UQ) ; Open Book Test for TY/SY/MASTERS (OBT)
Write number for Text book, reference book, other learning resource from this AAP – from Points 4.a to 4.d

8.

Internal Assessment / Other Class Test / Open Book Test (OBT)/Take Home Test (THT) Details

Tests	Test Dates	Module No.	CO Map	IA Question Paper Pattern	Policy
1 st IA Test				Q1 – MCQ - 5 Marks Q2 – Define 5 Marks Q3 – Short Notes 10 Marks 20 marks each for IA 1 & 2	No IA Re-test
2 nd IA Test					IA is a Head of passing *
Pop Quiz					
Open Book Test					
Take Home Test					
Class tests / prelims					
Class tests / prelims					
Any other test/exams					

* IA failures will have to appear for re-test in next semester

9.a

Practical Activities – Regular Experiments

Practical No.	Module No.	Title of the Regular Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1					
2					
3					

4					
5					
6					
7					
8					
9					
10					

9.b Practical Activities – Newly Added Experiments

Practical No.	Module No.	Title of the Newly Added Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1					
2					

9.c Practical Activities – PBL Experiments

Practical No.	Module No.	Title of the PBL Experiments	Concepts to be highlighted	CO Map	Audit / Quality (0 to 4)
1	2	IPO Issue Process		2	
2	4	Procedure for Issue of Bonds		4	

10. Beyond Syllabus Activities for Gap Mitigation

No.	Type of the Activity	Activities	Details – no of attendees, guest, feedback, mark sheet, report
1	Interaction with Outside World	Guest Lecture / Workshops	
2		Industrial Visit	Kotak Asset Management
3	Test and Assessments	Class Tests – (other than IA)	Class Test on IPO Process
4		Mini Projects	Project on IPO Performance & Trend
5		Pop Quiz	
6		Mobile App Based Quiz	

7		Open Book Test	
8		Take Home Test	Topic: ADR
9	Collaborative and Group Activity	Poster Presentation	
10		Minute Papers	Topic: Types Bonds
11		Students Seminar	
12		Students Debates	
13		Panel Discussion / Mock GD	
14		Mock Interview	
15	Co-curricular Courses	MOOC-NPTEL/Coursera Videos	
16		Value Added Courses	Investment banking
17		Lecture Capture Usage	

*** Do not delete any activity. Give details for planned events. Write 'NA' for activity Not Planned.**

Consolidated Academic Administration Plan Prepared by (mention all theory teaching faculty names with signature)

Santosh Gupta

Faculty 1 Name (Sign.)

External Industry Mentor (Sign.)

External Academic Mentor (Sign.)

VSIT Cluster Mentor Name (Sign.)

Head of Dept. (Sign.)

Version 2020-21

The academic resources available in VSIT –

VMIS (ERP)	V-Refer and V-Live	VSIT Library	VAC & MOOC Courses
Institute & Department Vision and Mission	Former IA question papers and solutions (prepared by faculty)	Former IA question papers solutions - hardcopy	Value Added Courses (VAC) are conducted throughout the semester & in the semester break - Enrol for the VACs
Program Educational Objectives (PEO)	MU end semester examination question papers and solutions (prepared by faculty)	MU end semester exam question paper & solutions - by faculty, hardcopy	
Program Specific Outcome (PSO)	Class notes and Digital Content for the subject (scanned / typed by faculty)	All text books, reference books, e -books mentioned in the syllabus & AAP	Online courses from NPTEL, Coursera etc. are pursued throughout the semester - Register for the course & get certified
Program Outcome (PO)	Comprehensive question bank, EQ, GQ, PPT, Class Test papers	Technical journals and magazines for reference	
Departmental Knowledge Map	Academic Administration Plan & Beyond Syllabus Activity report	VSIT library is member of IIT Bombay Library	Watch former lectures captured in LMS at VSIT

1.a Course Objectives (write in detail – follow NBA guideline in this regard)

Cognitive	What do you want students to know?	Students should know the importance of Macroeconomics
Affective	What do you want students to think / care about?	Students should think about various policies of nations such as monetary policy, Fiscal policy, etc.
Behavioural	What do you want students to be able to do?	Students should be able to comment on various policies of nations such as monetary policy, Fiscal policy, etc.

1.b Course Outcome (CO) Statements and Module-Wise Mapping (follow NBA guideline)

CO No.	Statements	Related Module/s
CO1	To know the basic concept involved in Macroeconomics.	Unit 1
CO2	To understand the boarder terms like Monetary policy, etc	Unit 2
CO3	To get familiarise with various constituents of fiscal policy	Unit 3
CO4	To understand various economics theories.	Unit 4

1.c Mapping of COs with POs (mark S: Strong, M: Moderate, W: Weak, Dash '-': not mapped)

	PO 1	PO 2	PO 3	PO 4	PO 5	PO 6	PO 7	PO 8	PO 9	PO 10	PO 11	PO 12
CO 1	S	S	S	M								
CO 2	S	M	S	S								
CO 3	M	S	S	S								
CO 4	S	S	M	S								
CO 5												

1.d Mapping of COs with PSOs (mark S: Strong, M: Moderate, W: Weak, Dash '-':not mapped)

	PSO 1	PSO 2	PSO 3	PSO 4
CO 1	S	S	S	M
CO 2	S	M	S	S
CO 3	M	S	S	S
CO 4	S	S	M	S
CO 5				

1.e Teaching and Examination Scheme (As specified by the University) for the Course

Categories	Mathematics	Computing / IT / Electronics	Humanities & Soft Skill	Social Sciences	Commerce	Management	Multidisciplinary
Tick suitable category						✓	

Subject Code	Subject Name	Teaching Scheme			Credits Assigned			
		Theory	Practical	Tutorial	Theory	TW/Practical	Tutorial	Total
VSIT 403	Business Economics	75	--	--	3	-	-	3

Subject Code	Subject Name	Examination Scheme							
		Theory Marks IA Test			End Sem. Exam Marks	TW	Practical	Oral	Total
		IA 1	IA 2	SUM of IA1 and IA2					
VSIT 403	Business Economics	20	5	25	75	-	-	-	100

1.f Faculty-Wise Distribution of all Lecture-Practical-Tutorial Hours for the Course

Divisions	Lecture (Hrs.)	Practical (Hrs.)				Tutorial (Hrs.)			
		Batch 1	Batch 2	Batch 3	Batch 4	Batch 1	Batch 2	Batch 3	Batch 4
A	3.0	-	-	-	-	-	-	-	-
B		-	-	-	-	-	-	-	-
C		-	-	-	-	-	-	-	-
F	3.0	-	-	-	-	-	-	-	-

1.g Office Hours (Faculty will be available in office in this duration for solving students' query)

Division	Day	Time (at least 1 Hr. / Division)	Venue (Office Room No.)
A	Saturday	11.30 am to 12.30 pm	Staff Room
B			
C			

2.a Syllabus : Module Wise Teaching Hours and % Weightage in University Question Paper

Module No.	Module Title and Brief Details	Teaching Hrs. for each module	% Weightage in University Question Papers
1	Overview of Macroeconomics	60*50 MIN/60=12.5	25%
2	Money, Price and Inflation	60*50 MIN/60=12.5	25%
3	Introduction to Public Finance	60*50 MIN/60=12.5	25%
4	Public Revenue, Public Expenditure and Debts	60*50 MIN/60=12.5	25%
* Insert rows for more modules in the Course		Total	100
		40	

2.b Prerequisite Courses

No.	Semester	Name of the Course	Topic/s
1	I	Business Economics	All
2			

2.c Relevance to Future Courses

No.	Semester	Name of the Course
1	I	MCOM
2	I	MMS

2.d Real Life Application Mapping – Mention Application from Very Common Day to Day Life

No.	Real Life Application Mapping with the Course
1	Students can able comment on important National level polices such as Budget, Monetary Policies.
2	

Past Results – Division-Wise and Topic-Wise Result Based Analysis

Details	Target – March 2021	March-2020	March- 2019	March 2018
Course Passing % – Average of 3 Divisions	100	100	89	87
Marks Obtained by Course Topper (mark/100)	94	93	88	86
	Division A	Division B	Division C	

Year	Initials of Teacher	% Result	Initials of Teacher	% Result	Initials of Teacher	% Result
March-2020	ABR	100%	VF	87%	VF	88%
March-2019	ABR	92%				
March-2018						

Topics which affect results negatively	Module Number	Recommendations to overcome these issues & improve result in future
Communication Strategy	4	Assignments and class test

4 All the Learning Resources – Books and E-Resources

4.a List of Text Books (T – Symbol for Text Books) to be Referred by Students

Sr. No	Text Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Principles of Macro Economics	Case & Fair,	Pearson Publication	2017	
2	Business Economics	H L Ahuja	Mc Graw Hill	2011	
3	Business Economics	Shiv Kumar Agarwal	Pooja Law	2008	
4	Managerial Economics	Pandya	Pearson	2005	

4.b List of Reference Books (R – Symbol for Reference Books) to be Referred by Students

Sr. No	Reference Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Macroeconomics	Dorbusch R : Fischer			All
2	Macroeconomics	Chakraborty, Suman			All
3					

4.c List of E - Books (E – Symbol for E-Books) to be Referred by Students

Sr. No	E- Book Titles	Author/s	Publisher	Edition	Module Nos.
1	https://www.bu.edu/econ/files/2014/08/DLS1.pdf	Matthias Doepke, Andreas Lehnert	Palatino and Computer Modern	2	
2	https://openstax.org/details/books/principles-macroeconomics-2e	Andres Jauregui, Dan MacDonald	openstax	3	
3					
4					

4.d Web Links and Names of Magazines, Journals, E-journals – [VIT is member of IIT Bombay Library]

Refer online journals subscribed in VIT library. You can also access IIT Bombay online library for journals from IITB campus.

Sr. No.	Web-Links and Names of Journals and E-Journals Recommended to Students for this Course	Web-Links and Names of Magazines Recommended to Students for this Course	Module Nos.
1	http://librarymcc.weebly.com/uploads	http://librarymcc.weebly.com/uploads	ALL
2	http://www.economics-ejournal.org/	http://www.economics-ejournal.org/conception	
3			

4.e Module Best Available in - Tick the best resource [from 4.a to 4.d in this AAP] & give details

Module No.	Category (Please Tick Mark) - √					Available In VIT Library?		Details of the Resource (i.e. Name, Chapter & Page No., etc.)	
	Book			Magazine	Journals		Y		N
	Text	Reference	E-Book		Regular	E-Journal			
1	✓	✓	✓				✓		
2	✓	✓	✓			✓	Y		
3	✓	✓	✓			✓	Y		
4	✓	✓	✓			✓	Y		

4.f Web Links for Online Notes/YouTube/VIT Digital Content/VIT Lecture Capture/NPTEL Videos

Students can view lectures by VSIT professors, captured through LMS 'Lecture Capture' in VSIT campus for previous years.

No.	Websites / Links	Module Nos.
1	https://www.youtube.com/watch?v=mjJmo5mN5yA&list=PL-uRhZ_p-BM52EbMG1NR1ZfG9tEvcxE4u	1
2	https://www.youtube.com/watch?v=2CStPH8Hq_M	2
3	https://www.youtube.com/watch?v=ghn4CZNHeNo	3
4	https://www.youtube.com/watch?v=Vvfzaq72wd0	4

4.g Recommended MOOC Courses like Coursera / NPTEL / MIT-OCW / edX etc.

Sr. No.	MOOC Course Link	Course conducted by – Person / University / Institute / Industry	Course Duration	Certificate (Y / N)
1	https://www.edx.org/course/economics-and-policies-in-a-biobased-economy	Wageningen University	80 hrs	YES

4.h Recommended Value Added Courses (VAC)

Sr. No.	Name of the Value Added Course	Conducted by – Person / Institute / Industry	Course Duration	Certificate (Y / N)
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1				
---	--	--	--	--

4.i Study Material Distributed among Students

Tick if distributed among students					
GQ	Notes	Digital Content	PPT	EQ (updated till the Last Exam)	Other (Write Details)
<input type="checkbox"/> √	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> √	<input type="checkbox"/> √	

5. Consolidated Course Lesson Plan

	From (date/month/year)	From (date/month/year)	Total Number of Weeks
Semester Duration	09/1/2020	March, 2021	15

Week	Lecture no.	Module No.	Lecture Topics / IA 1 and IA 2 / BSA planned to be covered	Actual date of Completion	COs	Recommended Prior Viewing / Reading	
						Lecture No. (on LMS)	Chapter No. / Page Nos./ Books/ Web Site
1	1	1	Introduction to Syllabus & AAP Presentation		1		
	2	1	Macroeconomics: Meaning, Scope and Importance		1		
	3	1	Circular flow of aggregate income and expenditure: closed & open economy models		1		
	4	1	The Measurement of national product: Meaning and Importance		1		
2	5	1	Conventional and Green GNP and NNP concepts		1		
	6	1	Relationship between National Income and Economic Welfare		1		
	7	1	Short run economic fluctuations: Features		1		
	8	1	Short run economic fluctuations: Phases of Trade Cycles		1		

3	9	1	The Keynesian Principle of Effective Demand: Aggregate Demand and Aggregate Supply		1		
	10	1	The Keynesian Principle of Effective Demand: Aggregate Demand and Aggregate Supply		1		
	11	1	Consumption Function		1		
	12	1	Investment function		1		
4	13	1	Effects of Investment Multiplier on Changes in Income and Output		1		
	14	1	Money Supply: Determinants of Money Supply		1		
	15	2	Factors influencing Velocity of Circulation of Money		1		
	16	2	Demand for Money		2		
5	17	2	Classical and Keynesian approaches		2		
	18	2	Keynes' liquidity preference theory of interest		2		
	19	2	Money and prices : Quantity theory of money		2		
	20	2	Fisher's equation of exchange - Cambridge cash balance approach		2		
6	21	2	Inflation: Demand Pull Inflation and Cost Push Inflation, Effects of Inflation		2		
	22	3	Monetary policy :Meaning, objectives		2		
	23	3	Instruments of monetary policy, inflation targeting		2		
	24	3	Role of a Government to provide Public goods		2		
7	25	3	Principles of Sound and Functional Finance		2		
	26	3	Fiscal Policy: Meaning, Objectives - Contra cyclical Fiscal Policy		2		

	27	3	Discretionary Fiscal Policy, Instruments of Fiscal policy		2		
	28	3	Canons of taxation - Factors influencing incidence of taxation		2		
8	29	3	Effects of taxation Significance of Public Expenditure - Social security contributions		2		
	30	3	Low Income Support and Social Insurance Programmes - Public Debt - Types, Public Debt and Fiscal Solvency, Burden of debt finance		2		
	31	3	Union budget -Structure		3		
	32	3	Deficit concepts-Fiscal Responsibility and Budget Management Act		3		
9	33	4	The basis of international trade :Ricardo's Theory of comparative cost advantage - The Heckscher – Ohlin theory of factor endowments		4		
	34	4	terms of trade - meaning and types Factors determining terms of trade - Gains from trade - Free trade versus protection		4		
	35	4	Foreign Investment : Foreign Portfolio investment- Benefits of Portfolio capital flows Foreign Direct Investment		4		
	36	4	Merits of Foreign Direct Investment - Role of Multinational corporations		4		
10	37	4	Balance of Payments: Structure -Types of Disequilibrium - Measures to correct disequilibrium in BOP		4		
	38	4	Foreign Exchange and foreign exchange market : Spot and Forward rate of Exchange		4		
	39	4	Hedging, Speculation and Arbitrage		4		
	40	4	Fixed and Flexible exchange rates- Managed flexibility		4		

6. Rubric for Grading and Marking of Term Work (inform students at the beginning of semester)

Lecture + Practical (% Attendance) & Marks	Assignments	Tutorial	Lab / Practical Performance	Lab Journal Assessment	Class Tests (Other than IA)	CLASS PARTICIPATION	Other (2) Specify	Total
						5		5

7. Assignments / Tutorials Details (must attach print out of all questions together with AAP)

Assignment No.	Title of the Assignments / Tutorials	CO Map	Assignments given to Students on	Date of Submission
1	Unit 1	1	25/01/2021	1/02/2021
2	Unit 2	2	10/02/2021	20/02/2021
3	Unit 3	3	25/02/2021	5/03/2021
4	Unit 4	All	05/03/2021	15/03/2021

Analysis of Assignment / Tutorial Questions and Related Resources

Assignment No.	Week No.	Type* (√)			Module No.	Based on #			Question Type (√)	
		R	UQ	OBT		Text Book	Reference Book	Other Learning Resource	MU EQ	Thought Provoking
1	4	√		√			√		√	
2	8	√					√		√	
3	12	√					√		√	
4	16	√	√				√		√	

* Tick (√) the Type of the Assignment: Regular (R); Unannounced Quiz (UQ) ; Open Book Test for TY/SY/MASTERS (OBT)

Write number for Text book, reference book, other learning resource from this AAP – from Points 4.a to 4.d

8. Internal Assessment / Other Class Test / Open Book Test (OBT)/Take Home Test (THT) Details

Tests	Test Dates	Module No.	CO Map	IA Question Paper Pattern	Policy
1 st IA Test		1 & 2	1 & 2	Q1 – MCQ - 10 Marks Q2 – 1 numerical 5 Marks Q3 – 1 numerical 5 Marks 20 marks each for IA 1 & 2	No IA Re-test IA is a Head of passing *
Pop Quiz		4	4		
Open Book Test		1	1		
Take Home Test		All	All		
Class tests / prelims					
Class tests / prelims					
Any other test/exams					

* IA failures will have to appear for re-test in next semester

9.a Practical Activities – Regular Experiments

Practical No.	Module No.	Title of the Regular Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1					
2					
3					
4					
5					
6					
7					
8					

9					
10					

9.b Practical Activities – Newly Added Experiments

Practical No.	Module No.	Title of the Newly Added Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1					
2					

9.c Practical Activities – PBL Experiments

Practical No.	Module No.	Title of the PBL Experiments	Concepts to be highlighted	CO Map	Audit / Quality (0 to 4)
1	3	Write BOP of India	BOP	3	
2	2	Write key point in Monetary policies of RBI	Monetary Policy	2	

10. Beyond Syllabus Activities for Gap Mitigation

No.	Type of the Activity	Activities	Details – no of attendees, guest, feedback, mark sheet, report
1	Interaction with Outside World	Guest Lecture / Workshops	
2		Industrial Visit	
3	Test and Assessments	Class Tests – (other than IA)	OBT
4		Mini Projects	
5		Pop Quiz	Based on overall syllabus
6		Mobile App Based Quiz	
7		Open Book Test	Unit 2
8		Take Home Test	
9	Collaborative and Group Activity	Poster Presentation	
10		Minute Papers	
11		Students Seminar	
12		Students Debates	
13		Panel Discussion / Mock GD	

14		Mock Interview	
15	Co-curricular Courses	MOOC-NPTEL/Coursera Videos	
16		Value Added Courses	
17		Lecture Capture Usage	

*** Do not delete any activity. Give details for planned events. Write 'NA' for activity Not Planned.**

Consolidated Academic Administration Plan Prepared by (mention all theory teaching faculty names with signature)

Faculty 1 Name (Sign.)

Faculty 2 Name (Sign.)

Faculty 3 Name (Sign.)

External Industry Mentor (Sign.)

External Academic Mentor (Sign.)

VSIT Cluster Mentor Name (Sign.)

Head of Dept. (Sign.)

Version 2017-2018

The academic resources available in VSIT –

VMIS (ERP)	V-Refer and V-Live	VSIT Library	VAC & MOOC Courses
Institute & Department Vision and Mission	Former IA question papers and solutions (prepared by faculty)	Former IA question papers solutions - hardcopy	Value Added Courses (VAC) are conducted throughout the semester & in the semester break - Enrol for the VACs
Program Educational Objectives (PEO)	MU end semester examination question papers and solutions (prepared by faculty)	MU end semester exam question paper & solutions - by faculty, hardcopy	
Program Specific Outcome (PSO)	Class notes and Digital Content for the subject (scanned / typed by faculty)	All text books, reference books, e -books mentioned in the syllabus & AAP	Online courses from NPTEL, Coursera etc. are pursued throughout the semester - Register for the course & get certified
Program Outcome (PO)	Comprehensive question bank, EQ, GQ, PPT, Class Test papers	Technical journals and magazines for reference	
Departmental Knowledge Map	Academic Administration Plan & Beyond Syllabus Activity report	VSIT library is member of IIT Bombay Library	Watch former lectures captured in LMS at VSIT

1.a Course Objectives (write in detail – follow NBA guideline in this regard)

Cognitive	What do you want students to know?	To develop a conceptual frame work of finance function and to acquaint with the tools techniques and process of financial management in the realm of financial decision making
Affective	What do you want students to think / care about?	To understand technicalities of corporate finance especially how finance managers effectively manage financial resources in organization.
Behavioural	What do you want students to be able to do?	They should understand nature, importance, structure of corporate finance related areas and recognize sources of finance for a business organisation

1.b Course Outcome (CO) Statements and Module-Wise Mapping (follow NBA guideline)

CO No.	Statements	Related Module/s
CO1	Basic understanding about corporate finance	Unit 1
CO2	To learn theories of capitalisation, cost of capital and Break Even Analysis	Unit 2
CO3	To Understand capital structure theories, cost of capital and basics of capital budgeting	Unit 3
CO4	To acquire knowledge about various sources of public finance	Unit 4

s

1.c Mapping of COs with POs (mark S: Strong, M: Moderate, W: Weak, Dash '-': not mapped)

	PO 1	PO 2	PO 3	PO 4	PO 5	PO 6	PO 7	PO 8	PO 9	PO 10	PO 11	PO 12
CO 1												
CO 2												
CO 3												
CO 4												
CO 5												

1.d Mapping of COs with PSOs (mark S: Strong, M: Moderate, W: Weak, Dash ‘-’:not mapped)

	PSO 1	PSO 2	PSO 3	PSO 4
CO 1				
CO 2				
CO 3				
CO 4				
CO 5				

1.e Teaching and Examination Scheme (As specified by the University) for the Course

Categories	Mathematics	Computing / IT / Electronics	Humanities & Soft Skill	Social Sciences	Commerce	Management	Multidisciplinary
Tick suitable category					✓		

Subject Code	Subject Name	Teaching Scheme			Credits Assigned			
		Theory	Practical	Tutorial	Theory	TW/Practical	Tutorial	Total
	Corporate Finance	75			3			3

Subject Code	Subject Name	Examination Scheme							
		Theory Marks IA Test			End Sem. Exam Marks	TW	Practical	Oral	Total
		IA 1	IA 2	Sum of IA1 and IA2					
	Corporate Finance	20	05	25	75				100

1.f Faculty-Wise Distribution of all Lecture-Practical-Tutorial Hours for the Course

Divisions	Lecture (Hrs.)	Practical (Hrs.)				Tutorial (Hrs.)			
		Batch 1	Batch 2	Batch 3	Batch 4	Batch 1	Batch 2	Batch 3	Batch 4
A (Finance)	3	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.

1.g Office Hours (Faculty will be available in office in this duration for solving students' query)

Division	Day	Time (at least 1 Hr. / Division)	Venue (Office Room No.)
A	Tuesday	3:00pm - 4:00pm	X- block library

2.a Syllabus: Module Wise Teaching Hours and % Weightage in University Question Paper

Module No.	Module Title and Brief Details	Teaching Hrs. for each module	% Weightage in University Question Papers
1	Corporate Finance: An overview	12.5hr	25
2	Planning the corporate Financial Activities	12.5hr	25
3	Capital Structure	12.5hr	25
4	Sources and Methods of Raising Corporate Finance	12.5hr	25
* Insert rows for more modules in the Course		Total	50
			100

2.b Prerequisite Courses

No.	Semester	Name of the Course	Topic/s
1	I	Introduction to Financial Services	All
2			

2.c Relevance to Future Courses

No.	Semester	Name of the Course
1	TYBFM	Strategic Corporate Finance
2	MBA/MMS	Finance specialisation
3	M.com	Banking & Finance Specialisation

2.d Real Life Application Mapping – Mention Application from Very Common Day to Day Life

No.	Real Life Application Mapping with the Course
1	Management of day to day finance decisions
2	Application of Marginal Costing

3. Past Results – Division-Wise and Topic-Wise Result Based Analysis

Details	Target – April2021	April2018	April2017	Mar 2015
Course Passing %	100%	96.77%	88.52%	
Marks Obtained by Course Topper (mark/100)		87	81	

Year	Division A		Division B		Division C	
	Initials of Teacher	% Result	Initials of Teacher	% Result	Initials of Teacher	% Result

April2018	Poonam M	96.77				
April2017	Poonam M	88.52				

Topics which affect results negatively	Module Number	Recommendations to overcome these issues & improve result in future
Capital Budgeting (IRR method)	3	More class room practice, Assignments and homework sheets

4 All the Learning Resources – Books and E-Resources

4.a List of Text Books (T – Symbol for Text Books) to be Referred by Students

Sr. No	Text Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Corporate Finance	Ainapure	Manan		
2	Corporate Finance	Arvind Dhondh	Vipul		

4.b List of Reference Books (R – Symbol for Reference Books) to be Referred by Students

Sr. No	Reference Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Corporate Finance: Theory and Practice	Damodaran Aswath	Tata McGraw		All
2	Financial Management	Ravi Kishor			
3	Financial Management	Prasanna Chandra, Tulsian			
4	Financial Management: Theory and practice	Brigham EF			
	Financial Management: Text, problems and cases	Khan, Jain			

4.c List of E - Books (E – Symbol for E-Books) to be Referred by Students

Sr. No	E- Book Titles	Author/s	Publisher	Edition	Module Nos.
1					
2					

4.d Web Links and Names of Magazines, Journals, E-journals – [VIT is member of IIT Bombay Library]

Refer online journals subscribed in VIT library. You can also access IIT Bombay online library for journals from IITB campus.

Sr. No	Web-Links and Names of Journals and E-Journals Recommended to Students for this Course	Web-Links and Names of Magazines Recommended to Students for this Course	Module Nos.
1			All
2			

4.e	Module Best Available in - Tick the best resource [from 4.a to 4.d in this AAP] & give details		

Module No.	Category (Please Tick Mark) - √						Available In VSIT Library?		Details of the Resource (i.e. Name, Chapter & Page No., etc.)
	Book			Magazine	Journals		Y	N	
	Text	Reference	E-Book		Regular	E-Journal			
1	✓	✓					Y		Unit 1-4
2	✓	✓					Y		Unit 1-4
3	✓	✓					Y		Unit 1-4
4	✓	✓					Y		Unit 1-4

4.f	Web Links for Online Notes/YouTube/VSIT Digital Content/VIT Lecture Capture/NPTEL Videos
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Students can view lectures by VSIT professors, captured through LMS 'Lecture Capture' in VIT campus for previous years.

No.	Websites / Links	Module Nos.
1	Digital Content (VRefer)	1-4
2	https://www.youtube.com/watch?v=Tdu0QPfoYZQ	1
3	https://www.youtube.com/watch?v=RZYuuX6FOBg	1
4	https://www.youtube.com/watch?v=jkCz36tPjsk	2
5	https://www.youtube.com/watch?v=QRh0tiG2IVk	3
6	https://www.youtube.com/watch?v=hnwY6tUAYDo	4
7	https://www.youtube.com/watch?v=jLEHrsknx7g	4

4.g	Recommended MOOC Courses like Coursera / NPTEL / MIT-OCW / edX etc.
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Sr. No.	MOOC Course Link	Course conducted by – Person / University / Institute / Industry	Course Duration	Certificate (Y / N)

4.h	Recommended Value Added Courses (VAC)
-----	---------------------------------------

Sr. No.	Name of the Value Added Course	Conducted by – Person / Institute / Industry	Course Duration	Certificate (Y / N)
1				

4.i Study Material Distributed among Students

Tick if distributed among students					
GQ	Notes	Digital Content	PPT	EQ (updated till the Last Exam)	Other (Write Details)
✓	✓	✓	✓	✓	Practical problems worksheets

5. Consolidated Course Lesson Plan

	From (date/month/year)	To (date/month/year)	Total Number of Weeks
Semester Duration	11/01/2021		

Week	Lecture no.	Module No.	Lecture Topics / IA 1 and IA 2 / BSA planned to be covered	Actual date of Completion	COs	Recommended Prior Viewing / Reading	
						Lecture No. (on LMS)	Chapter No. / Page Nos./ Books/ Web Site
1	1	1	Introduction (Syllabus)		1		
	2	1	Meaning, Features and principles of Corporate finance		1		
	3	1	Importance and Scope of Corporate Finance, Objectives of Financial Management		1		
2	4	1	Role and Qualities of an efficient Corporate Financial Manager		1		
	5	2	Cost of Capital: Introduction		1		
	6	2	Practical Sums		1	Assignment1	
3	7	2	Practical Sums		2		
	8	2	Practical Sums		2		
	9	2	Practical Sums		2		
4	10	2	Practical Sums		2		

	11	2	Marginal Costing: Basic Formulas		2		
	12	2	Break Even Point		2		
5	13	2	Practical sums		2		
	14	2	Practical sums		2		
	15	2	Practical sums		2		
6	16	2	Practical sums		2	Assignment2	
	17	2	Capitalisation: Theory- Undercapitalisation and Overcapitalization		2		
	18	2	Capital Structure: EBIT/ EPS Analysis		2		
7	19	2	Practical sums		2		
	20	2	Practical sums		2		
	21	2	Practical Sums		2		
8	22	2	Practical Sums		2		
	23	2	Practical Sums		2		
	24	2	Practical Sums		2		
9	25	3	Capital Budgeting: Theory		3		
	26	3	Practical Sums: Pay Back Period		3		
	27	3	Practical Sums: Pay Back Period		3		
10	28	3	Practical Sums: Discounted Pay Back Period		3		
	29	3	Practical Sums: Net Present Value		3		
	30	3	Practical Sums: Net Present Value		3		
11	31	3	Practical Sums: Net Present Value		3		
	32	3	Practical Sums: Internal Rate of Returns		3		
	33	3	Practical Sums: Internal Rate of Returns		3		

12	34	3	Practical Sums: Internal Rate of Returns		3		
	35	3	Practical Sums: Internal Rate of Returns		3	Assignment 3	
	36	4	Sources of Finance: Long Term Sources of finance and Short Term Sources of Finance		4		
13	37	4	Lease Finance and Hire Purchase		4		
	38	4	IPO : Management of New Issue		4		
	39	4	Merchant Banking: Role		4	Assignment 4	
	40	4	Case Study Burger King IPO)		4		

6. Rubric for Grading and Marking of Term Work (inform students at the beginning of semester)

Lecture + Practical (% Attendance) & Marks	Assignments	Tutorial	Lab / Practical Performance	Lab Journal Assessment	Class Tests (Other than IA)	Class participation	Other (2) Specify	Total
	4				1			5

7. Assignments / Tutorials Details (must attach print out of all questions together with AAP)

Assignment No.	Title of the Assignments / Tutorials	CO Map	Assignments given to Students on	Date of Submission
1	Basics of Corporate Finance	CO1	2nd Week	3 th Week
2	Practical Sums on WACC and Marginal Costing	CO2	6 th Week	7 th Week
3	Practical Sums on capital Structure	CO3	10 th Week	11 th Week
4	Practical Sums on capital budgeting	CO4	14 th Week	15 th Week

Analysis of Assignment / Tutorial Questions and Related Resources

Assignment No.	Week No.	Type* (✓)			Module No.	Based on #			Question Type (✓)	
		R	UQ	OBT		Text Book	Reference Book	Other Learning Resource	MU EQ	Thought Provoking
1	2	✓			1		✓	E Book	✓	
2	6	✓			2		✓		✓	
3	10	✓			3		✓		✓	
4	14			✓	4		✓	E Book	✓	

* Tick (✓) the Type of the Assignment: Regular (R); Unannounced Quiz (UQ) ; Open Book Test for TY/SY/MASTERS (OBT)

Write number for Text book, reference book, other learning resource from this AAP – from Points 4.a to 4.d

8. Internal Assessment / Other Class Test / Open Book Test (OBT)/Take Home Test (THT) Details

Tests	Test Dates	Module No.	CO Map	IA Question Paper Pattern	Policy
1 st IA Test	7 or 8 th Week	1 & 2	1 & 2	Q1 – MCQ - 10 Marks Q2 – 1 numerical 5 Marks Q3 – 1 numerical 5 Marks 20 marks each for IA 1 & 2	No IA Re-test
2 nd IA Test					IA is a Head of passing *
Pop Quiz					
Open Book Test	14 th Week	4	4		
Take Home Test					
Class tests / prelims					
Class tests / prelims					
Any other test/exams					

* IA failures will have to appear for re-test in next semester

9.a Practical Activities – Regular Experiments

Practical No.	Module No.	Title of the Regular Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1					
2					

3					
4					
5					
6					
7					
8					
9					
10					

9.b Practical Activities – Newly Added Experiments

Practical No.	Module No.	Title of the Newly Added Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1					
2					

9.c Practical Activities – PBL Experiments

Practical No.	Module No.	Title of the PBL Experiments	Concepts to be highlighted	CO Map	Audit / Quality (0 to 4)
1	All	Case Studies		1	

10. Beyond Syllabus Activities for Gap Mitigation

No.	Type of the Activity	Activities	Details – no of attendees, guest, feedback, mark sheet, report
1	Interface with Finance World	Guest Lecture / Workshops	Importance of corporate finance
2		Industrial Visit	
3	Test and Assessments	Class Tests – (other than IA)	Surprise test
4		Mini Projects	NA
5		Pop Quiz	
6		Mobile App Based Quiz	NA

7		Open Book Test	Yes
8		Take Home Test	Yes (5 question from each unit)
9	Collaborative and Group Activity	Poster Presentation	NA
10		Minute Papers	NA
11		Students Seminar	NA
12		Students Debates	NA
13		Panel Discussion / Mock GD	NA
14		Mock Interview	NA
15	Co-curricular Courses	MOOC-NPTEL/Coursera Videos	NA
16		Value Added Courses	NA
17		Lecture Capture Usage	NA

*** Do not delete any activity. Give details for planned events. Write 'NA' for activity Not Planned.**

Consolidated Academic Administration Plan Prepared by (mention all theory teaching faculty names with signature)

Dr. Poonam Mirwani

Faculty 1 Name (Sign.)

Faculty 2 Name (Sign.)

Faculty 3 Name (Sign.)

External Industry Mentor (Sign.)

External Academic Mentor (Sign.)

VSIT Cluster Mentor Name (Sign.)

Head of Dept. (Sign.)

Version 2020-21

The academic resources available in VSIT –

VMIS (ERP)	V-Refer and V-Live	VSIT Library	VAC & MOOC Courses
Institute & Department Vision and Mission	Former IA question papers and solutions (prepared by faculty)	Former IA question papers solutions - hardcopy	Value Added Courses (VAC) are conducted throughout the semester & in the semester break - Enrol for the VACs
Program Educational Objectives (PEO)	MU end semester examination question papers and solutions (prepared by faculty)	MU end semester exam question paper & solutions - by faculty, hardcopy	
Program Specific Outcome (PSO)	Class notes and Digital Content for the subject (scanned / typed by faculty)	All text books, reference books, e -books mentioned in the syllabus & AAP	Online courses from NPTEL, Coursera etc. are pursued throughout the semester - Register for the course & get certified
Program Outcome (PO)	Comprehensive question bank, EQ, GQ, PPT, Class Test papers	Technical journals and magazines for reference	
Departmental Knowledge Map	Academic Administration Plan & Beyond Syllabus Activity report	VSIT library is member of IIT Bombay Library	Watch former lectures captured in LMS at VSIT

1.a Course Objectives (write in detail – follow NBA guideline in this regard)

Cognitive	What do you want students to know?	Basics of Debt Market and its instruments
Affective	What do you want students to think / care about?	Risk Associated with Fixed Income Securities
Behavioural	What do you want students to be able to do?	Apply the concept in Portfolio Management

1.b Course Outcome (CO) Statements and Module-Wise Mapping (follow NBA guideline)

CO No.	Statements	Related Module/s
CO1	Basic Concepts of Fixed Income Securities	Unit 1
CO2	Pricing of Fixed Income Securities	Unit 2
CO3	Tracking Fixed Income Markets	Unit 3
CO4	Portfolio Management – Fixed Income	Unit 4

1.c Mapping of COs with POs (mark S: Strong, M: Moderate, W: Weak, Dash '-': not mapped)

	PO 1	PO 2	PO 3	PO 4	PO 5	PO 6	PO 7	PO 8	PO 9	PO 10	PO 11	PO 12
CO 1												
CO 2												
CO 3												
CO 4												
CO 5												

1.d Mapping of COs with PSOs (mark S: Strong, M: Moderate, W: Weak, Dash '-':not mapped)

	PSO 1	PSO 2	PSO 3	PSO 4
CO 1				
CO 2				
CO 3				
CO 4				
CO 5				

1.e Teaching and Examination Scheme (As specified by the University) for the Course

Categories	Mathematics	Computing / IT / Electronics	Humanities & Soft Skill	Social Sciences	Commerce	Management	Multidisciplinary
Tick suitable category					✓		

Subject Code	Subject Name	Teaching Scheme			Credits Assigned			
		Theory	Practical	Tutorial	Theory	TW/Practical	Tutorial	Total
UBFM403	Debt Market II	75			3			3

Subject Code	Subject Name	Examination Scheme							
		Theory Marks IA Test			End Sem. Exam Marks	TW	Practical	Oral	Total
		IA 1	IA 2	Sum of IA1 and IA2					
UBFM403	Debt Market II	20	05	25	75				100

1.f Faculty-Wise Distribution of all Lecture-Practical-Tutorial Hours for the Course

Divisions	Lecture (Hrs.)	Practical (Hrs.)				Tutorial (Hrs.)			
		Batch 1	Batch 2	Batch 3	Batch 4	Batch 1	Batch 2	Batch 3	Batch 4
A	40	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.

1.g Office Hours (Faculty will be available in office in this duration for solving students' query)

Division	Day	Time (at least 1 Hr. / Division)	Venue (Office Room No.)
A	Thursday	11:00 a.m. – 12:00 p.m	Reading Room

2.a Syllabus: Module Wise Teaching Hours and % Weightage in University Question Paper

Module No.	Module Title and Brief Details	Teaching Hrs. for each module	% Weightage in University Question Papers
1	Basic Concepts of Fixed Income Securities	10	25
2	Pricing of Fixed Income Securities	10	25

3	Tracking Fixed Income Markets	1-	25
4	Portfolio Management – Fixed Income	10	25
* Insert rows for more modules in the Course		Total	40
			100

2.b Prerequisite Courses

No.	Semester	Name of the Course	Topic/s
1	III	Debt Market II	ALL

2.c Relevance to Future Courses

No.	Semester	Name of the Course
1	III & IV	MMS/MBA

2.d Real Life Application Mapping – Mention Application from Very Common Day to Day Life

No.	Real Life Application Mapping with the Course
1	Treasury Department in Banks
2	Broking Firms

3. Past Results – Division-Wise and Topic-Wise Result Based Analysis

Details	Target - Mar 2021	Mar 2020	Mar 2019	Mar 2018
Course Passing % – Average of 3 Divisions	100%	100 %	85.88	
Marks Obtained by Course Topper (mark/100)		50	83	

Year	Division A	
	Initials of Teacher	% Result
Mar 2021	NR	
Mar 2020	PSK	100
Mar 2019	AKK	85.88

Topics which affect results negatively	Module Number	Recommendations to overcome these issues & improve result in future
Unit 2	2	As it contains sums students consider face the topic as the difficult one. Repetitive revision is required in the class

4 All the Learning Resources – Books and E-Resources

4.a List of Text Books (T – Symbol for Text Books) to be Referred by Students

Sr. No	Text Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Fixed Income Securities	Dun and Bradstreet, (2008)	Tata McGraw Hill	2	1-4
2					

4.b List of Reference Books (R – Symbol for Reference Books) to be Referred by Students

Sr. No	Reference Book Titles	Author/s	Publisher	Edition	Module Nos.
1	The Future of India's Debt Market	Bhardwaj, Gautam, (2008)	Tata McGraw Hill	3	1-4
2	Debt Market	Suryanarayan, (2002)	CFAI Publication Press	4	1-4
3					
4					
5					

4.c List of E - Books (E – Symbol for E-Books) to be Referred by Students

Sr. No	E- Book Titles	Author/s	Publisher	Edition	Module Nos.
1	FIMMDA-NSE Debt Market (Basic) Module		Workbook from NSE		1-4
2					
3					
4					

4.d Web Links and Names of Magazines, Journals, E-journals – [VIT is member of IIT Bombay Library]

Refer online journals subscribed in VIT library. You can also access IIT Bombay online library for journals from IITB campus.

Sr. No.	Web-Links and Names of Journals and E-Journals Recommended to Students for this Course	Web-Links and Names of Magazines Recommended to Students for this Course	Module Nos.
1	https://www.youtube.com/watch?v=gzgE5rMQyP8&t=82s		1
2	https://www.youtube.com/watch?v=OiH-Etj_Ssl		2
3			

4.e Module Best Available in - Tick the best resource [from 4.a to 4.d in this AAP] & give details

Module No.	Category (Please Tick Mark) - √						Available In VSIT Library?		Details of the Resource (i.e. Name, Chapter & Page No., etc.)
	Book			Magazine	Journals		Y	N	
	Text	Reference	E-Book		Regular	E-Journal			
1	✓		✓						
2	✓		✓						
3	✓		✓						
4	✓		✓						

4.f Web Links for Online Notes/YouTube/VSIT Digital Content/VIT Lecture Capture/NPTEL Videos

Students can view lectures by VSIT professors, captured through LMS 'Lecture Capture' in VIT campus for previous years.

No.	Websites / Links	Module Nos.
1	Online Notes and PPTs	1-4

4.g Recommended MOOC Courses like Coursera / NPTEL / MIT-OCW / edX etc.

Sr. No.	MOOC Course Link	Course conducted by – Person / University / Institute / Industry	Course Duration	Certificate (Y / N)
1				

4.h Recommended Value Added Courses (VAC)

Sr. No.	Name of the Value Added Course	Conducted by – Person / Institute / Industry	Course Duration	Certificate (Y / N)
1	Debt Market	NISM	4 weeks	N

4.i Study Material Distributed among Students

Tick if distributed among students					
GQ	Notes	Digital Content	PPT	EQ (updated till the Last Exam)	Other (Write Details)
✓	✓	✓	✓	✓	

5. Consolidated Course Lesson Plan

	From (date/month/year)	To (date/month/year)	Total Number of Weeks
Semester Duration	04/01/2021	31/03/2021	12

Week	Lecture no.	Module No.	Lecture Topics / IA 1 and IA 2 / BSA planned to be covered	Actual date of Completion	Cos	Recommended Prior Viewing / Reading	
						Lecture No. (on LMS)	Chapter No. / Page Nos./ Books/ Web Site
1	1	1	Introduction to Syllabus and its application in day to day life.		1		
	2	1	Features of Fixed Income Securities		1		
	3	1	Advantages and Disadvantages of Fixed Income Securities. Fixed Income Market Participants		1		
	4	1	Importance/Benefits of Investing in Fixed Income Securities. Background of Indian Fixed Income Market		1		
2	5	1	Types of Fixed Income Securities. Corporate Bonds: Issue, Classification and related factors		1		
	6	1	Risk Associated with Fixed Income Securities investing. Recent Innovations in Bond Market		1		
	7	1	Concept of Fixed Income Analysis. Elements of Fixed Income Analysis. Types of Risk		1		
	8	1	Class test of Unit 1		1		
3	9	2	Introduction to Duration. Factors affecting Duration.		2		
	10	2	Effective Duration, Macaulay Duration, Modified Duration		2		
	11	2	Convexity and Factors affecting Convexity.		2		
4	12	2	Price Value of a Basis Point		2		
	13	2	Introduction to valuation of Fixed Income Securities		2		
	14	2	Introduction to Bond Options.		2		
	15	2	Overview of Embedded Options		2		
5	16	2	Advantages and Disadvantages of Callable and Puttable Bonds		2		

	17	2	Valuation and Analysis of Callable and Puttable Bonds		2		
	18	2	Backward Induction Process		2		
	19	2	Pricing a Bond with Call Option using Backward Induction		2		
6	20	2	Pricing a Bond with Put Option using Backward Induction		2		
	21	3	Valuation and analysis of convertible bonds		3		
	22	3	Class Test on Unit 2		3		
	23	3	Tracking Fixed Income Market – Bonds. Economic Indicators		3		
7	24	3	The Importance of Economic Indicators		3		
	25	3	The Index of Industrial Production		3		
	26	3	Gross Domestic Product. Other Indicators		3		
	27	3	Background of the Subprime Crisis		3		
8	28	3	Causes of the Subprime Crisis		3		
	29	3	Impact of Subprime Crisis on India		3		
	30	3	The International Impact of the subprime mortgage meltdown		3		
9	31	3	Class Test on Unit 3		3		
	33	4	Bond Strategy		4		
	32	4	Overview of Investment Management Process		4		
	33	4	Tracking Error and Bond Portfolio Strategies		4		

	34	4	Active Versus Passive Strategies		4		
	35	4	Classification of Bond Strategies		4		
	36	4	Active Bond Strategies		4		
11	37	4	Passive Bond Management Strategies		4		
	38	4	Hybrid Portfolio Management Strategy		4		
	39	4	Active Bond Portfolio Management Strategies employed by managers		4		
12	40	4	Class test on Unit 4		4		

6. Rubric for Grading and Marking of Term Work (inform students at the beginning of semester)

Lecture + Practical (% Attendance) & Marks	Assignments	Tutorial	Lab / Practical Performance	Lab Journal Assessment	Class Tests (Other than IA)	Class participation	Other (2) specify	Total
						5		5

7. Assignments / Tutorials Details (must attach print out of all questions together with AAP)

Assignment No.	Title of the Assignments / Tutorials	CO Map	Assignments given to Students on	Date of Submission
1	Assignment on Unit 1	1	3 rd week	4 th week
2	Assignment on Unit 2	2	6 th week	7 th week

3	Assignment on Unit 3	3	9 th week	10 th week
4	Assignment on Unit 4	4	12 th week	13 th week

Analysis of Assignment / Tutorial Questions and Related Resources

Assignment No.	Week No.	Type* (√)			Module No.	Based on #			Question Type (√)	
		R	UQ	OBT		Text Book	Reference Book	Other Learning Resource	MU EQ	Thought Provoking
1	3	√			1	√	√		√	
2	6	√			2	√	√		√	
3	9	√			3	√	√		√	
4	12	√			4	√	√		√	

* Tick (√) the Type of the Assignment: Regular (R); Unannounced Quiz (UQ) ; Open Book Test for TY/SY/MASTERS (OBT)
Write number for Text book, reference book, other learning resource from this AAP – from Points 4.a to 4.d

8. Internal Assessment / Other Class Test / Open Book Test (OBT)/Take Home Test (THT) Details

Tests	Test Dates	Module No.	CO Map	IA Question Paper Pattern	Policy
1 st IA Test				Q1 – MCQ - 10 Marks Q2 – 1 numerical 5 Marks Q3 – 1 numerical 5 Marks 20 marks each for IA 1 & 2	No IA Re-test
2nd IA Test					IA is a Head of passing *
Pop Quiz					
Open Book Test					
Take Home Test					
Class tests / prelims					
Class tests / prelims					
Any other test/exams					

* IA failures will have to appear for re-test in next semester

9.a Practical Activities – Regular Experiments

Practical No.	Module No.	Title of the Regular Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1		NA			
2					
3					
4					
5					
6					
7					
8					
9					
10					

9.b **Practical Activities – Newly Added Experiments**

Practical No.	Module No.	Title of the Newly Added Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1					
2					

9.c **Practical Activities – PBL Experiments**

Practical No.	Module No.	Title of the PBL Experiments	Concepts to be highlighted	CO Map	Audit / Quality (0 to 4)
1	2	Measure of Central Tendency	Application of Mean, Median & Mode	2	
2	4	Correlation & Regression	Types of Correlation	4	

10. **Beyond Syllabus Activities for Gap Mitigation**

No.	Type of the Activity	Activities	Details – no of attendees, guest, feedback, mark sheet, report
1	Interaction with Outside World	Guest Lecture / Workshops	
2		Industrial Visit	
3	Test and Assessments	Class Tests – (other than IA)	Class Test on Cross Rates
4		Mini Projects	
5		Pop Quiz	
6		Mobile App Based Quiz	
7		Open Book Test	
8		Take Home Test	Topic: Direct Quote and Indirect Quote
9	Collaborative and Group Activity	Poster Presentation	
10		Minute Papers	Topic: Formula Book
11		Students Seminar	
12		Students Debates	
13		Panel Discussion / Mock GD	
14		Mock Interview	
15	Co-curricular Courses	MOOC-NPTEL/Coursera Videos	
16		Value Added Courses	
17		Lecture Capture Usage	

*** Do not delete any activity. Give details for planned events. Write 'NA' for activity Not Planned.**

Consolidated Academic Administration Plan Prepared by (mention all theory teaching faculty names with signature)

Nikita Raut

Faculty 1 Name (Sign.)

External Industry Mentor (Sign.)

External Academic Mentor (Sign.)

VSIT Cluster Mentor Name (Sign.)

Head of Dept. (Sign.)

Version 2018-2019

The academic resources available in VSIT –

VMIS (ERP)	V-Refer and V-Live	VSIT Library	VAC & MOOC Courses
Institute & Department Vision and Mission	Former IA question papers and solutions (prepared by faculty)	Former IA question papers solutions - hardcopy	Value Added Courses (VAC) are conducted throughout the semester & in the semester break - Enrol for the VACs
Program Educational Objectives (PEO)	MU end semester examination question papers and solutions (prepared by faculty)	MU end semester exam question paper & solutions - by faculty, hardcopy	
Program Specific Outcome (PSO)	Class notes and Digital Content for the subject (scanned / typed by faculty)	All text books, reference books, e -books mentioned in the syllabus & AAP	Online courses from NPTEL, Coursera etc. are pursued throughout the semester - Register for the course & get certified
Program Outcome (PO)	Comprehensive question bank, EQ, GQ, PPT, Class Test papers	Technical journals and magazines for reference	
Departmental Knowledge Map	Academic Administration Plan & Beyond Syllabus Activity report	VSIT library is member of IIT Bombay Library	Watch former lectures captured in LMS at VSIT

1.a Course Objectives (write in detail – follow NBA guideline in this regard)

Cognitive	What do you want students to know?	To get complete understanding of equity market including regulatory framework, fundamental & technical analysis.
Affective	What do you want students to think / care about?	To think about function of SE and practical applicability of statistical analysis etc.
Behavioural	What do you want students to be able to do?	Students can guide others to participate in Indian equity market.

1.b Course Outcome (CO) Statements and Module-Wise Mapping (follow NBA guideline)

CO No.	Statements	Related Module/s
CO1	Regulatory Framework of equity market	Unit 1
CO2	Security analysis	Unit 2
CO3	Statistical analysis	Unit 3
CO4	System of clearing & Settlement	Unit 4

1.c Mapping of COs with POs (mark S: Strong, M: Moderate, W: Weak, Dash '-': not mapped)

	PO 1	PO 2	PO 3	PO 4	PO 5	PO 6	PO 7	PO 8	PO 9	PO 10	PO 11	PO 12
CO 1												
CO 2												
CO 3												
CO 4												
CO 5												

1.d**Mapping of COs with PSOs (mark S: Strong, M: Moderate, W: Weak, Dash '-':not mapped)**

	PSO 1	PSO 2	PSO 3	PSO 4
CO 1				
CO 2				
CO 3				
CO 4				
CO 5				

1.e**Teaching and Examination Scheme (As specified by the University) for the Course**

Categories	Mathematics	Computing / IT / Electronics	Humanities & Soft Skill	Social Sciences	Commerce	Management	Multidisciplinary
Tick suitable category					✓		

Subject Code	Subject Name	Teaching Scheme			Credits Assigned			
		Theory	Practical	Tutorial	Theory	TW/Practical	Tutorial	Total
6.2	Equity Market-II	75			3			3

Subject Code	Subject Name	Examination Scheme							
		Theory Marks IA Test			End Sem. Exam Marks	TW	Practical	Oral	Total
		IA 1	IA 2	Sum of IA1 and IA2					
6.2	Equity Market-II	20	05	25	75				100

1.f**Faculty-Wise Distribution of all Lecture-Practical-Tutorial Hours for the Course**

Divisions	Lecture (Hrs.)	Practical (Hrs.)				Tutorial (Hrs.)			
		Batch 1	Batch 2	Batch 3	Batch 4	Batch 1	Batch 2	Batch 3	Batch 4
A	3	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.

1.g**Office Hours (Faculty will be available in office in this duration for solving students' query)**

Division	Day	Time (at least 1 Hr. / Division)	Venue (Office Room No.)
A	Saturday	12noon to 1pm	SR

2.a**Syllabus: Module Wise Teaching Hours and % Weightage in University Question Paper**

Module No.	Module Title and Brief Details	Teaching Hrs. for each module	% Weightage in University Question Papers
1	Introduction & Regulatory Framework	12.5hr	25

2	Security Analysis	12.5hr	25
3	Statistical Analysis	12.5hr	25
4	Dealings in stock Exchange(System of clearing & Settlement)	12.5hr	25
* Insert rows for more modules in the Course		Total	50
			100

2.b Prerequisite Courses

No.	Semester	Name of the Course	Topic/s
1	1	BFM/IFS	ALL
2	3	BFM/Equity Market -1	All

2.c Relevance to Future Courses

No.	Semester	Name of the Course
1	MMS	Finance
2	MBA	Finance

2.d Real Life Application Mapping – Mention Application from Very Common Day to Day Life

No.	Real Life Application Mapping with the Course
1	Helps to deal with Stock Market(can make own investment)
2	Became an equity market investment advisor

3. Past Results – Division-Wise and Topic-Wise Result Based Analysis

Details	Target - Mar 2021	Mar 2020	Mar 2019	Mar 2018
EM-2	100%	100%	100%	95

Year	Division A		Division B		Division C	
	Initials of Teacher	% Result	Initials of Teacher	% Result	Initials of Teacher	% Result
Mar 2020	NLK	100%				
Mar 2019	NLK	100 %				
Mar 2018	NLK	95%				

Topics which affect results negatively	Module Number	Recommendations to overcome these issues & improve result in future

Statistical Analysis	3	GD has to be arranged
-		-

4 All the Learning Resources – Books and E-Resources

4.a List of Text Books (T – Symbol for Text Books) to be Referred by Students

Sr. No	Text Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Financial market & Services	Gardon & Natarajan	Himalaya	1	1-4
2	SAPM	Punithavathi Pandian	PHL	3	1-4
3	Investment management	V.K Bhalla	PHL	3	1-4
4					
5					
6					

4.b List of Reference Books (R – Symbol for Reference Books) to be Referred by Students

Sr. No	Reference Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Financial market & Services	Gardon & Natarajan	Himalaya	1	1,2,3
2	SAPM	Punithavathi Pandian	PHL	3	1-4
3	Investment management	V.K Bhalla	PHL	3	1-5
4					
5					
6					

4.c List of E - Books (E – Symbol for E-Books) to be Referred by Students

Sr. No	E- Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Stock market investing for beginners		Wiley Series		1-4
2					
3					
4					

4.d Web Links and Names of Magazines, Journals, E-journals – [VIT is member of IIT Bombay Library]

Refer online journals subscribed in VIT library. You can also access IIT Bombay online library for journals from IITB campus.

Sr. No.	Web-Links and Names of Journals and E-Journals Recommended to Students for this Course	Web-Links and Names of Magazines Recommended to Students for this Course	Module Nos.
1	Indian journal of finance	IJF- Library	1,2,3,4
2	Indian journal of Research in Capital market	Indianjournalofcapitalmarket.com	1,2,3,4
3	Journal of Accounting & Finance	IAF - Library	1,2,3,4
4			
5			
6			

4.e Module Best Available in - Tick the best resource [from 4.a to 4.d in this AAP] & give details

Module No.	Category (Please Tick Mark) - √						Available In VSIT Library?		Details of the Resource (i.e. Name, Chapter & Page No., etc.)
	Book			Magazine	Journals		Y	N	
	Text	Reference	E-Book		Regular	E-Journal			
1	✓						Y		1,2,3,4
2		✓					y		1,2,3,4
3									
4									
5									

4.f Web Links for Online Notes/YouTube/VSIT Digital Content/VIT Lecture Capture/NPTEL Videos

Students can view lectures by VSIT professors, captured through LMS 'Lecture Capture' in VIT campus for previous years.

No.	Websites / Links	Module Nos.
1	https://www.youtube.com/watch?v=-KSu0m91kcQ	1
2	https://www.youtube.com/watch?v=hrs6WhHV12c	2
3	https://www.youtube.com/watch?v=CUoOWveKPAE	2
4	https://www.youtube.com/watch?v=WG7Lq6SXsqE	3
5	https://www.youtube.com/watch?v=9j8MCRcBFks	4

4.g Recommended MOOC Courses like Courser / NPTEL / MIT-OCW / edX etc.

Sr. No.	MOOC Course Link	Course conducted by – Person / University / Institute / Industry	Course Duration	Certificate (Y / N)

1		NISM	3months	Y
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4.h Recommended Value Added Courses (VAC)

Sr. No.	Name of the Value Added Course	Conducted by – Person / Institute / Industry	Course Duration	Certificate (Y / N)
1	NISM – Equity Research Module	NISM	Online exam	Y
2	Investment advisor -1			

4.i Study Material Distributed among Students

Tick if distributed among students					
GQ	Notes	Digital Content	PPT	EQ (updated till the Last Exam)	Other (Write Details)
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	

5. Consolidated Course Lesson Plan

	From (date/month/year)	To (date/month/year)	Total Number of Weeks
Semester Duration	03/12/2018	16/03/2019	15

Week	Lecture no.	Module No.	Lecture Topics / IA 1 and IA 2 / BSA planned to be covered	Actual date of Completion	COs	Recommended Prior Viewing / Reading	
						Lecture No. (on LMS)	Chapter No. / Page Nos./ Books/ Web Site
1	1	1	syllabus discussion		1		
	2	1	Unit-1:Domestic savings & investments		1		
	3	1	Disinvestments, FDI		1		
	4	1	Foreign Portfolio Investment (FPI)		1		
2	5	2	Different types of investors, Role of Retail Investors		1		
	6	2	Trading and settlement process https://www.youtube.com/watch?v=-KSu0m91kcQ		1		

	7	2	Demat and demat account structure in India		1		
	8	2	Regulatory Frame work in CM		2		
3	9	2	Unit-2: Share Price & Share Price Volatility		2		
	10	2	Role of SEBI		1		
	11	2	Function of SEBI		1		
	12	2	Valuation of Equities		1		
4	13	2	Factors affecting Share Prices	CAT	1		
	14	2	Balance sheet valuation – Ratios		1		
5	15		Dividend discount model (zero growth, constant growth & multiple growth)		3		
	16		Price earning model		1		
	17		Fundamental Analysis- Economy, Industry and Company Model		1		
	18		Continuation of the above topic	CAT	1		
6	19		Macro Economic factors		1		
	20		Market related factors	GD	1		
	21		Revision	Project on Fundamental Analysis	3		
7	22		Unit-3: Statistical Analysis of Share price movement		3		
	23		Efficient Market Hypothesis		3		
	24		Versions of EMH		3		

	25	Efficient Market Hypothesis	Minute Paper	1		
	26	Stochastic Models		1		
	27	Brownian Motion		1		
9	28	BETA		1		
10	29	Revision		1		
	30	Unit-4: Dealing in SE		1		
	31	Intermediary in SE		1		
	32	Role of Stock broker		2		
11	33	Different type of SB	Lecture Capture Usage	2		
	34	Method of buying & Selling https://www.youtube.com/watch?v=CUoOWveKPAE		2		
	35	BOLT, NEAT		2		
	36	Clearing & Settlement		2		
12	37	Parties involved		2		
	38	T + 2, Order matching https://www.youtube.com/watch?v=9j8MCRcBFks		2		
	39	List of SE in India		2		
13	40	Revision		2		

6. Rubric for Grading and Marking of Term Work (inform students at the beginning of semester)

Lecture +	Assign-	Tutorial	Lab /	Lab Journal	Class	Class	Other (2)	Total
-----------	---------	----------	-------	-------------	-------	-------	-----------	-------

Practical (% Attendance) & Marks	ments		Practical Performance	Assessment	Tests (Other than IA)	participati on	specify	
						5		5

7. Assignments / Tutorials Details (must attach print out of all questions together with AAP)

Assignment No.	Title of the Assignments / Tutorials	CO Map	Assignments given to Students on	Date of Submission
1	Role of SEBI	01	11/12	13/12
2	Fundamental & Technical Analysis	02	9/01	11/01
3	Efficient Market Hypothesis	02	29/01	1/02
4	Clearing & settlement procedure	02&03	17/02	20/02

Analysis of Assignment / Tutorial Questions and Related Resources

Assignment No.	Week No.	Type* (√)			Module No.	Based on #			Question Type (√)	
		R	UQ	OBT		Text Book	Reference Book	Other Learning Resource	MU EQ	Thought Provoking
1	2	√					2			
2	5							Online		
3	8						2			
4	10						3			

* Tick (√) the Type of the Assignment: Regular (R); Unannounced Quiz (UQ); Open Book Test for TY/SY/MASTERS (OBT)

Write number for Text book, reference book, other learning resource from this AAP – from Points 4.a to 4.d

8. Internal Assessment / Other Class Test / Open Book Test (OBT)/Take Home Test (THT) Details

Tests	Test Dates	Module No.	CO Map	IA Question Paper Pattern	Policy
1 st IA Test		1,2,3,4	1	Q1 – MCQ - 10 Marks Q2 – 1 numerical 5 Marks Q3 – 1 numerical 5 Marks 20 marks each for IA 1 & 2	No IA Re-test
2nd IA Test					IA is a Head of passing *
Pop Quiz		2	2		
Open Book Test		1,2,3,4	2		
Take Home Test		1,2,3,4	3		
Class tests / prelims					
Class tests / prelims					
Any other test/exams					

* IA failures will have to appear for re-test in next semester

9.a **Practical Activities – Regular Experiments**

Practical No.	Module No.	Title of the Regular Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1					
2					
3					
4					
5					
6					
7					
8					
9					
10					

9.b Practical Activities – Newly Added Experiments

Practical No.	Module No.	Title of the Newly Added Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1					
2					

9.c Practical Activities – PBL Experiments

Practical No.	Module No.	Title of the PBL Experiments	Concepts to be highlighted	CO Map	Audit / Quality (0 to 4)
1	2	Equity Investment advice - types	Procedure of investment	2	
2	4	Equity research	Decision making point of view	3	

10. Beyond Syllabus Activities for Gap Mitigation

No.	Type of the Activity	Activities	Details – no of attendees, guest, feedback, mark sheet, report
1	Interaction with Outside World	Guest Lecture / Workshops	Planned
2		Industrial Visit	Planned – SEBI
3	Test and Assessments	Class Tests – (other than IA)	Planned
4		Mini Projects	Planned
5		Pop Quiz	Planned
6		Mobile App Based Quiz	
7		Open Book Test	Planned
8		Take Home Test	Planned
9	Collaborative and Group Activity	Poster Presentation	
10		Minute Papers	Planned
11		Students Seminar	
12		Students Debates	
13		Panel Discussion / Mock GD	
14		Mock Interview	
15	Co-curricular	MOOC-NPTEL/Coursera Videos	Planned

16	Courses	Value Added Courses	Planned
17		Lecture Capture Usage	Planned

*** Do not delete any activity. Give details for planned events. Write 'NA' for activity Not Planned.**

Consolidated Academic Administration Plan Prepared by (mention all theory teaching faculty names with signature)

Faculty 1 Name (Sign.)

Faculty 2 Name (Sign.)

Faculty 3 Name (Sign.)

External Industry Mentor (Sign.)

External Academic Mentor (Sign.)

VSIT Cluster Mentor Name (Sign.)

Head of Dept. (Sign.)

Version 2020-2021

The academic resources available in VSIT –

VMIS (ERP)	V-Refer and V-Live	VSIT Library	VAC & MOOC Courses
Institute & Department Vision and Mission	Former IA question papers and solutions (prepared by faculty)	Former IA question papers solutions - hardcopy	Value Added Courses (VAC) are conducted throughout the semester & in the semester break - Enrol for the VACs
Program Educational Objectives (PEO)	MU end semester examination question papers and solutions (prepared by faculty)	MU end semester exam question paper & solutions - by faculty, hardcopy	
Program Specific Outcome (PSO)	Class notes and Digital Content for the subject (scanned / typed by faculty)	All text books, reference books, e -books mentioned in the syllabus & AAP	Online courses from NPTEL, Coursera etc. are pursued throughout the semester - Register for the course & get certified
Program Outcome (PO)	Comprehensive question bank, EQ, GQ, PPT, Class Test papers	Technical journals and magazines for reference	
Departmental Knowledge Map	Academic Administration Plan & Beyond Syllabus Activity report	VSIT library is member of IIT Bombay Library	Watch former lectures captured in LMS at VSIT

1.a Course Objectives (write in detail – follow NBA guideline in this regard)

Cognitive	What do you want students to know?	The students should know the basics of Forex Market.
Affective	What do you want students to think / care about?	The students should be able to find cross rates, arbitrage possibilities, cross currencies etc.
Behavioural	What do you want students to be able to do?	The students should be able to apply the concepts in practical life applications like banks, broking firms etc.

1.b Course Outcome (CO) Statements and Module-Wise Mapping (follow NBA guideline)

CO No.	Statements	Related Module/s
CO1	To understand the concept of Foreign Exchange Market	Unit 1
CO2	To understand the concept of Indian Foreign Exchange Market	Unit 2
CO3	To understand the Operational Aspects of foreign exchange market and foreign exchange contracts	Unit 3
CO4	To understand the Foreign Exchange Arithmetic and Risk Management	Unit 4

1.c Mapping of COs with POs (mark S: Strong, M: Moderate, W: Weak, Dash '-': not mapped)

	PO 1	PO 2	PO 3	PO 4	PO 5	PO 6	PO 7	PO 8	PO 9	PO 10	PO 11	PO 12
CO 1												
CO 2												
CO 3												
CO 4												
CO 5												

1.d**Mapping of COs with PSOs (mark S: Strong, M: Moderate, W: Weak, Dash '-':not mapped)**

	PSO 1	PSO 2	PSO 3	PSO 4
CO 1				
CO 2				
CO 3				
CO 4				
CO 5				

1.e**Teaching and Examination Scheme (As specified by the University) for the Course**

Categories	Mathematics	Computing / IT / Electronics	Humanities & Soft Skill	Social Sciences	Commerce	Management	Multidisciplinary
Tick suitable category					✓		

Subject Code	Subject Name	Teaching Scheme			Credits Assigned			
		Theory	Practical	Tutorial	Theory	TW/Practical	Tutorial	Total
UBFM203	Business Statistics	75			3			3

Subject Code	Subject Name	Examination Scheme							
		Theory Marks IA Test			End Sem. Exam Marks	TW	Practical	Oral	Total
		IA 1	IA 2	Sum of IA1 and IA2					
UBFM203	Business Statistics	20	05	25	75				100

1.f**Faculty-Wise Distribution of all Lecture-Practical-Tutorial Hours for the Course**

Divisions	Lecture (Hrs.)	Practical (Hrs.)				Tutorial (Hrs.)			
		Batch 1	Batch 2	Batch 3	Batch 4	Batch 1	Batch 2	Batch 3	Batch 4
A	3	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.

1.g**Office Hours (Faculty will be available in office in this duration for solving students' query)**

Division	Day	Time (at least 1 Hr. / Division)	Venue (Office Room No.)
A	Tuesday	04:00 p.m. – 05:00 p.m	Reading Room

2.a**Syllabus: Module Wise Teaching Hours and % Weightage in University Question Paper**

Module No.	Module Title and Brief Details	Teaching Hrs. for each module	% Weightage in University Question Papers
1	Foreign Exchange Market: An Introduction	10	25

2	Introduction to Indian Foreign Exchange Market	10	25
3	Operational Aspects of foreign exchange market and foreign exchange contracts	10	25
4	Foreign Exchange Arithmetic and Risk Management	10	25
* Insert rows for more modules in the Course		Total	40
			100

2.b Prerequisite Courses

No.	Semester	Name of the Course	Topic/s
1	III	Money Market	ALL

2.c Relevance to Future Courses

No.	Semester	Name of the Course
1	III & IV	MMS/MBA/Mcom

2.d Real Life Application Mapping – Mention Application from Very Common Day to Day Life

No.	Real Life Application Mapping with the Course
1	Treasury Department in Banks
2	Broking Firms

3. Past Results – Division-Wise and Topic-Wise Result Based Analysis

Details	Target - Mar 2019	Mar 2019	Mar 2018	Mar 2016
Course Passing % – Average of 3 Divisions	100 %	100 %	98%	
Marks Obtained by Course Topper (mark/100)	94	95	90	

Year	Division A		Division B		Division C		Division F	
	Initials of Teacher	% Result	Initials of Teacher	% Result	Initials of Teacher	% Result	Initials of Teacher	% Result
Mar 2018	NR	100 %						
Mar 2017	AKK	98%						
Mar 2016								

Topics which affect results negatively	Module Number	Recommendations to overcome these issues & improve result in future
Forex Arithmetic	4	More practice sums will be taken and explanatory notes will be given

4 All the Learning Resources – Books and E-Resources

4.a List of Text Books (T – Symbol for Text Books) to be Referred by Students

Sr. No	Text Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Understanding the Foreign Exchange Markets	M R Prashant/Pawan Kumar Avadhanam/Jayaditya Sharma Korada	LAP Lambers Academic Publishers		1-4
2	Foreign Exchange: A Practical guide to FX Markets	Weithers Timothy M Weithers	Wiley		1-4

4.b List of Reference Books (R – Symbol for Reference Books) to be Referred by Students

Sr. No	Reference Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Foreign Exchange Market	Dun and Bradstreet			1-4
2	International Financial Markets and Foreign Exchange	Shashi K Gupta and Parneet Ranjgi			1-4
3	A Foreign Exchange Primer	Shani Shamah	Wiley		1-4

4.c List of E - Books (E – Symbol for E-Books) to be Referred by Students

Sr. No	E- Book Titles	Author/s	Publisher	Edition	Module Nos.
1	A FOREX MARKET OVERVIEW https://alphabetafx.com/forex-ebook-download/				1
2	FOREX RISK MANAGEMENT FOR CORPORATIONS				2 & 3
3	A GUIDE TO STRATEGIC FOREX TRADING				4
4					

4.d Web Links and Names of Magazines, Journals, E-journals – [VIT is member of IIT Bombay Library]

Refer online journals subscribed in VIT library. You can also access IIT Bombay online library for journals from IITB campus.

Sr. No	Web-Links and Names of Journals and E-Journals Recommended to Students for this Course	Web-Links and Names of Magazines Recommended to Students for this Course	Module Nos.
1	https://www.omicsonline.org/scholarly/foreign-exchange-journals-articles-ppts-list.php	https://www.e-forex.net/	1-4
2	http://www.ijsrp.org/research-paper-0314/ijsrp-p2722.pdf	https://www.gfmag.com/topics/foreign-exchange/	1-4

4.e Module Best Available in - Tick the best resource [from 4.a to 4.d in this AAP] & give details

Module No.	Category (Please Tick Mark) - √						Available In VSIT Library?		Details of the Resource (i.e. Name, Chapter & Page No., etc.)
	Book			Magazine	Journals		Y	N	
	Text	Reference	E-Book		Regular	E-Journal			
1	✓		✓						
2	✓		✓						
3	✓		✓						
4	✓		✓						

4.f Web Links for Online Notes/YouTube/VSIT Digital Content/VIT Lecture Capture/NPTEL Videos

Students can view lectures by VSIT professors, captured through LMS 'Lecture Capture' in VIT campus for previous years.

No.	Websites / Links	Module Nos.
1	Online Notes and PPTs	1-4

4.g Recommended MOOC Courses like Coursera / NPTEL / MIT-OCW / edX etc.

Sr. No.	MOOC Course Link	Course conducted by – Person / University / Institute / Industry	Course Duration	Certificate (Y / N)
1	Introduction to Forex Trading https://www.mooc-list.com/tags/forex	FX Academy		Y
2	Forex Trading for Beginners	Investoo.com		Y

4.h Recommended Value Added Courses (VAC)

Sr. No.	Name of the Value Added Course	Conducted by – Person / Institute / Industry	Course Duration	Certificate (Y / N)
1	Currency Derivative Market	NISM		N

4.i Study Material Distributed among Students

Tick if distributed among students					
GQ	Notes	Digital Content	PPT	EQ (updated till the Last Exam)	Other (Write Details)
✓	✓	✓	✓	✓	

5. Consolidated Course Lesson Plan

	From (date/month/year)	To (date/month/year)	Total Number of Weeks
Semester Duration	12/01/2021	10/04/2019	15

Week	Lecture no.	Module No.	Lecture Topics / IA 1 and IA 2 / BSA planned to be covered	Actual date of Completion	Cos	Recommended Prior Viewing / Reading	
						Lecture No. (on LMS)	Chapter No. / Page Nos./ Books/ Web Site
1	1	I	Introduction to Syllabus and its application in day to day life		CO 1		
	2	I	Need for Foreign Exchange Market & Characteristics of Foreign Exchange Market		CO 1		
	3	I	Functions & Structure of Foreign Exchange Market		CO 1		
2	4	I	Types of Foreign Exchange Market & Participants of Foreign Exchange Market		CO 1		
	5	I	Evolution of Foreign Exchange System: Gold Standard, Gold Exchange Standard, Bretton Woods System, Smithsonian Agreement		CO 1		
	6	I	Types of Forex Dealings. Interbank Trading, Forex Transactions & Forex Trading Locations		CO 1		
3	7	I	Factors Determining Exchange Rate		CO 1		
	8	I	NOSTRO, VOSTRO, LORO Accounts & Forex Market Components		CO 1		
	9	I	Forex Market Participants: Banks & Financial Institutions, Professional Forex Market-Makers, Authorized Dealer, Retailers/Customers, Large Commercial Enterprises, Foreign Exchange Brokers		CO 1		
4	10	I	Forex Market Participants: Government & Central Banks, Traders & Speculators, Hedgers, Brokers. Forex Trading, SWIFT & Robots		CO 1		
	11	II	Introduction to FOREX market in India		CO 2		
	12	II	Concept of FERA		CO 2		
5	13	II	Concept of FEMA		CO 2		

	14	II	FERA Vs. FEMA (With respect to functions, Amendments)		CO 2		
	15	II	Impact of Liberalization and Globalization on Indian Forex Market		CO 2		
6	16	II	Concept of Foreign Exchange Dealers Association of India (FEDAI)		CO 2		
	17	II	Pre-liberalization Exchange Rate Regime in India. Measures initiated to develop Indian Forex Market		CO 2		
	18	II	Concept of Hawala market		CO 2		
7	19	II	Concept of Current Account Convertibility. Advantages and Disadvantages of Current Account Convertibility		CO 2		
	20	II	Concept of Capital Account Convertibility. Advantages and Disadvantages of Capital Account Convertibility		CO 2		
	21	III	Floating Rate, Currency Boards & Currency Basket Systems, Brief review on various exchange rate regime		CO 3		
8	22	III	Advantages of free and Fixed Exchange Rate regime, Pros & Cons of managed floating exchange rate regime,		CO 3		
	23	III	Prevalence of Currency Boards Regime & Practice of Currency Basket Regime		CO 3		
	24	III	Foreign Exchange Contracts: Spot and Forward Contracts Cash		CO 3		
9	25	III	Spot trading Trade Date, Settlement PR date, Spot trading roll over mechanism		CO 3		
	26	III	Foreign Exchange Forward contracts		CO 3		
	27	III	Fixed Maturity Contract, Partially Optional Contract		CO 3		
10	28	III	Fully Optional Contract & Non-Delivery Forward Contracts		CO 3		
	29	III	Foreign Exchange Futures Contract		CO 3		
	30	III	Different Dimensions of Foreign Exchange Future & Contract specification trading at National Stock Exchange of India		CO 3		
11	31	IV	Introduction to types of Exchange Rates		CO 4		

	32	IV	Concept of Direct Rate & Indirect Rate, Concept of Cross Rate		CO 4		
	33	IV	Risk Management in Foreign Exchange Market		CO 4		
12	34	IV	Need of foreign exchange management methods adopted		CO 4		
	35	IV	Importance of foreign exchange management methods adopted		CO 4		
	36	IV	Concept of Arbitrage & Types of Arbitrage		CO 4		
13	37	IV	Concept of Cross currency deals & Concept of SWAPS		CO 4		
	38	IV	Concept of Futures		CO 4		
	39	IV	Concept of Options		CO 4		
14	40	IV	Call option and Put Option		CO 4		

6. Rubric for Grading and Marking of Term Work (inform students at the beginning of semester)

Lecture + Practical (% Attendance) & Marks	Assign- ments	Tutorial	Lab / Practical Performance	Lab Journal Assessment	Class Tests (Other than IA)	Class participati on	Other (2) specify	Total
5						5		5

7. Assignments / Tutorials Details (must attach print out of all questions together with AAP)

Assignment No.	Title of the Assignments / Tutorials	CO Map	Assignments given to Students on	Date of Submission
1	Assignment on concept of Foreign Exchange Market	CO1	Feb First week	Feb Second week

2	Assignment on concept of Indian Foreign Exchange Market	CO2	Feb Third week	Feb Fourth week
3	Assignment on the Operational Aspects of foreign exchange market and foreign exchange contracts	CO3	March First week	March Second week
4	Assignment on Foreign Exchange Arithmetic and Risk Management	CO4	March third week	March Fourth week

Analysis of Assignment / Tutorial Questions and Related Resources

Assignment No.	Week No.	Type* (√)			Module No.	Based on #			Question Type (√)	
		R	UQ	OBT		Text Book	Reference Book	Other Learning Resource	MU EQ	Thought Provoking
1		√			1	√	√		√	
2		√			2	√	√		√	
3		√			3	√	√		√	
4		√			4	√	√		√	

* Tick (√) the Type of the Assignment: Regular (R); Unannounced Quiz (UQ) ; Open Book Test for TY/SY/MASTERS (OBT)

Write number for Text book, reference book, other learning resource from this AAP – from Points 4.a to 4.d

8. Internal Assessment / Other Class Test / Open Book Test (OBT)/Take Home Test (THT) Details

Tests	Test Dates	Module No.	CO Map	IA Question Paper Pattern	Policy
1 st IA Test				Q1 – MCQ - 10 Marks Q2 – 1 numerical 5 Marks Q3 – 1 numerical 5 Marks 20 marks each for IA 1 & 2	No IA Re-test
2nd IA Test					IA is a Head of passing *
Pop Quiz					
Open Book Test					
Take Home Test					
Class tests / prelims					

Class tests / prelims					
Any other test/exams					

* IA failures will have to appear for re-test in next semester

9.a Practical Activities – Regular Experiments

Practical No.	Module No.	Title of the Regular Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1					
2					
3					
4					
5					
6					
7					
8					
9					
10					

9.b Practical Activities – Newly Added Experiments

Practical No.	Module No.	Title of the Newly Added Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1					
2					

9.c Practical Activities – PBL Experiments

Practical	Module	Title of the PBL Experiments	Concepts to	CO	Audit / Quality
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No.	No.		be highlighted	Map	(0 to 4)

10. Beyond Syllabus Activities for Gap Mitigation

No.	Type of the Activity	Activities	Details – no of attendees, guest, feedback, mark sheet, report
1	Interaction with Outside World	Guest Lecture / Workshops	
2		Industrial Visit	
3	Test and Assessments	Class Tests – (other than IA)	Class Test on Cross Rates
4		Mini Projects	
5		Pop Quiz	
6		Mobile App Based Quiz	
7		Open Book Test	
8		Take Home Test	Topic: Direct Quote and Indirect Quote
9	Collaborative and Group Activity	Poster Presentation	
10		Minute Papers	Topic: Formula Book
11		Students Seminar	
12		Students Debates	
13		Panel Discussion / Mock GD	
14	Mock Interview		
15	Co-curricular Courses	MOOC-NPTEL/Coursera Videos	
16		Value Added Courses	
17		Lecture Capture Usage	

*** Do not delete any activity. Give details for planned events. Write 'NA' for activity Not Planned.**

Consolidated Academic Administration Plan Prepared by (mention all theory teaching faculty names with signature)

Amit Kabra

Faculty 1 Name (Sign.)

External Industry Mentor (Sign.)

External Academic Mentor (Sign.)

VSIT Cluster Mentor Name (Sign.)

Head of Dept. (Sign.)

Consolidated Academic Administration Plan for the Course
Radio and Television – Sem. IV –
B.A.M.M.C (Commerce & Management)– 2020-2021 – Even Semester
Mr.Ranjit Singh Anand

The academic resources available in VSIT –

VMIS (ERP)	V-Refer and V-Live	VSIT Library	VAC & MOOC Courses
Institute & Department Vision and Mission	Former IA question papers and solutions (prepared by faculty)	Former IA question papers solutions - hardcopy	Value Added Courses (VAC) are conducted throughout the semester & in the semester break - Enrol for the VACs
Program Educational Objectives (PEO)	MU end semester examination question papers and solutions (prepared by faculty)	MU end semester exam question paper & solutions - by faculty, hardcopy	
Program Specific Outcome (PSO)	Class notes and Digital Content for the subject (scanned / typed by faculty)	All text books, reference books, e -books mentioned in the syllabus & AAP	Online courses from NPTEL, Coursera etc. are pursued throughout the semester - Register for the course & get certified
Program Outcome (PO)	Comprehensive question bank, EQ, GQ, PPT, Class Test papers	Technical journals and magazines for reference	Watch former lectures captured in LMS at VSIT
Departmental Knowledge Map	Academic Administration Plan & Beyond Syllabus Activity report	VSIT library is member of IIT Bombay Library	

1.a Course Objectives (write in detail – follow NBA guideline in this regard)

Cognitive	What do you want students to know?	To acquaint students with the working of two powerful media i.e., radio and television
Affective	What do you want students to think / care about?	The content is useful for both advertising and journalism students in order to further their careers in their respective fields.
Behavioural	What do you want students to be able to do?	Take up career paths in community, commercial and government radio that is locally based networked and delivered online.

1.b Course Outcome (CO) Statements and Module-Wise Mapping (follow NBA guideline)

CO No.	Statements	Related Module/s
CO1	Students learn how to design both editorial and technical content for the multi-camera studio environment.	UNIT 1
CO2	They will also develop knowledge of scripting for radio, working with talent and technologies of the radio studio	UNIT 2
CO3	Students will be directed to resources that will develop their technical skills	UNIT3
CO4	Attain Skills required for making content for radio and become competent in production and live broadcast	UNIT 4

1.c Mapping of COs with POs (mark S: Strong, M: Moderate, W: Weak, Dash ‘-’: not mapped)

	PO 1	PO 2	PO 3	PO 4	PO 5	PO 6	PO 7	PO 8	PO 9	PO 10	PO 11	PO 12
CO 1												
CO 2												
CO 3												
CO 4												

CO 5																					
------	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

1.d Mapping of COs with PSOs (mark S: Strong, M: Moderate, W: Weak, Dash ‘-’:not mapped)

	PSO 1	PSO 2	PSO 3	PSO 4
CO 1				
CO 2				
CO 3				
CO 4				
CO 5				

1.e Teaching and Examination Scheme (As specified by the University) for the Course

Categories	Mathematics	Computing / IT / Electronics	Humanities & Soft Skill	Social Sciences	Commerce	Management	Multidisciplinary
Tick suitable category							✓

Subject Code	Subject Name	Teaching Scheme			Credits Assigned			
		Theory	Practical	Tutorial	Theory	TW/Practical	Tutorial	Total
BAMMC EM-4011	Electronic Media II	75	--	--	3	-	-	3

Subject Code	Subject Name	Examination Scheme							
		Theory Marks IA Test			End Sem. Exam Marks	TW	Practical	Oral	Total
		IA 1	IA 2	SUM of IA1 and IA2					
BAMMC EM-4011	Electronic Media II	20	5	25	75	-	-	-	100

1.f Faculty-Wise Distribution of all Lecture-Practical-Tutorial Hours for the Course

Divisions	Lecture (Hrs.)	Practical (Hrs.)				Tutorial (Hrs.)			
		Batch 1	Batch 2	Batch 3	Batch 4	Batch 1	Batch 2	Batch 3	Batch 4
A	3.32	-	-	-	=	-	-	-	-

1.g Office Hours (Faculty will be available in office in this duration for solving students’ query)

Division	Day	Time (at least 1 Hr. / Division)	Venue (Office Room No.)
A	Wednesday	2:10p.m - 2:40p.m	Zoom Link will be provided in the class

2.a Syllabus : Module Wise Teaching Hours and % Weightage in University Question Paper

Module No.	Module Title and Brief Details	Teaching Hrs. for each module	% Weightage in University Question Papers
1	Introduction	5	
2	Evolution and growth of Radio and Television	8.3	
3	Regional channels:	5	
4	News and other nonfictional formats.	3.32	
5	Writing for Broadcast Media-(Radio and Television)	3.32	
6	Current and Emerging Trends in Electronic media	5	
7	Other Requirements	5	
8	Broadcast Production	5	
* Insert rows for more modules in the Course		Total	48*50/60=39.84
			100

2.b Prerequisite Courses

No.	Semester	Name of the Course	Topic/s
1	NIL	NIL	NIL
2			
3			

2.c Relevance to Future Courses

No.	Semester	Name of the Course
1	1	Masters in mass media
2		
3		

2.d Real Life Application Mapping – Mention Application from Very Common Day to Day Life

No.	Real Life Application Mapping with the Course
1	Radio jockey
2	Advertising industry
3	Director/writer of films

3. Past Results – Division-Wise and Topic-Wise Result Based Analysis

Details	Target – March 2019	March-2018	March- 2017	March 2016
Course Passing % – Average of 3 Divisions	NEW Subject			
Marks Obtained by Course Topper (mark/100)				

Year	Division A		Division B		Division C	
	Initials of Teacher	% Result	Initials of Teacher	% Result	Initials of Teacher	% Result
	New subject					

Topics which affect results negatively	Module Number	Recommendations to overcome these issues & improve result in future
		Practical examples

4 All the Learning Resources – Books and E-Resources

4.a List of Text Books (T – Symbol for Text Books) to be Referred by Students

Sr. No	Text Book Titles	Author/s	Publisher	Edition	Module Nos.
1	NA(New Subject)				
2					
3					
4					
5					
6					

4.b List of Reference Books (R – Symbol for Reference Books) to be Referred by Students

Sr. No	Reference Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Vale's Technique of Screen and Television Writing	Eugene Vale	Focal Press	1	

2	Speech and Audio Signal Processing	Bernard Gold, Dan Ellis, and Nelson Morgan	Wiley-Interscience	2	
3					
4					
5					
6					

4.c List of E - Books (E – Symbol for E-Books) to be Referred by Students

Sr. No	E- Book Titles	Author/s	Publisher	Edition	Module Nos.
1	-				
2					
3					
4					

4.d Web Links and Names of Magazines, Journals, E-journals – [VIT is member of IIT Bombay Library]

Refer online journals subscribed in VIT library. You can also access IIT Bombay online library for journals from IITB campus.

Sr. No.	Web-Links and Names of Journals and E-Journals Recommended to Students for this Course	Web-Links and Names of Magazines Recommended to Students for this Course	Module Nos.
1	https://www.youtube.com/watch?v=RdfrC7zz8Nc	History of Radio	1 & 2
2	https://www.youtube.com/watch?v=Md4RSjlmoVg	Television history	1& 5

4.e Module Best Available in - Tick the best resource [from 4.a to 4.d in this AAP] & give details

Module No.	Category (Please Tick Mark) - √						Available In VIT Library?		Details of the Resource (i.e. Name, Chapter & Page No., etc.)
	Book			Magazine	Journals		Y	N	
	Text	Reference	E-Book		Regular	E-Journal			
1		✓						✓	Name : Speech and Audio Signal Processing, Chapter 2
2									
3									
4									

4.f Web Links for Online Notes/YouTube/VIT Digital Content/VIT Lecture Capture/NPTEL Videos

Students can view lectures by VIT professors, captured through LMS 'Lecture Capture' in VIT campus for previous years.

No.	Websites / Links	Module Nos.
1	Digital Content	All
2	PPTs	All

4.g Recommended MOOC Courses like Coursera / NPTEL / MIT-OCW / edX etc.

Sr. No.	MOOC Course Link	Course conducted by – Person / University / Institute / Industry	Course Duration	Certificate (Y / N)
1	Discover the Secrets to Being an Awesome Radio DJ https://www.udemy.com/discover-the-secrets-to-being-an-awesome-radio-dj/	Ashley Cowan	57 lectures	Y

4.h Recommended Value Added Courses (VAC)

Sr. No.	Name of the Value Added Course	Conducted by – Person / Institute / Industry	Course Duration	Certificate (Y / N)
1	What is news?	Michigan State University	5 Weeks	Y

4.i Study Material Distributed among Students

Tick if distributed among students					
GQ	Notes	Digital Content	PPT	EQ (updated till the Last Exam)	Other (Write Details)
✓	✓	□	✓	✓	

5. Consolidated Course Lesson Plan

	From (date/month/year)	From (date/month/year)	Total Number of Weeks
Semester Duration			12(Approx)

Week No	Lecture no.	Module No.	Lecture Topics / IA 1 and IA 2 / BSA planned to be covered	Actual date of Completion	COs	Recommended Prior Viewing / Reading	
						Lecture No. (on LMS)	Chapter No. / Page Nos. / Books/ Web Site
1	1		Introduction to syllabus		-		
	2		Satellite Radio – The Evolution and Growth		2		
	3		AIR and Community Radio Developmental and Educational Role		2		

	4		AIR and Community Radio Developmental and Educational Role		2		
2	5		Internet Radio and Private FM Channels broadcast on Internet.		2		
	6		Internet Radio and Private FM Channels broadcast on Internet.		4		
	7		Internet Radio and Private FM Channels broadcast on Internet.		4		
	8		Evolution and growth of Private and Satellite channels:		4		
3	9		Evolution and growth of Private and Satellite channels:		4		
	10		Evolution and growth of Private and Satellite channels:		2 & 3		
	11		Growth of Private International, National and Regional TV Networks and fierce.		2 & 3		
	12		Growth of Private International, National and Regional TV Networks and fierce.		2 & 3		
4	13		Growth of Private International, National and Regional TV Networks and fierce.		4		
	14		Competition for ratings.		3		
	15		Competition for ratings.		3		
	16		Satellite television broadcast Television channels for niche audiences — entertainment, news, sports, science, health and life style. HDTV telecast		3		
5	17		Satellite television broadcast Television channels for niche audiences — entertainment, news, sports, science,		1		

		health and life style. HDTV telecast				
	18	Satellite television broadcast Television channels for niche audiences — entertainment, news, sports, science, health and life style. HDTV telecast		1		
	19	Satellite television broadcast Television channels for niche audiences — entertainment, news, sports, science, health and life style. HDTV telecast		1		
	20	Proliferation of DTH services		1		
6	21	Proliferation of DTH services		1		
	22	Rise of regional channels and Importance of Regional Channels in India and Globally		4		
	23	Rise of regional channels and Importance of Regional Channels in India and Globally		4		
	24	Rise of regional channels and Importance of Regional Channels in India and Globally		4		
7	25	Rise of regional channels and Importance of Regional Channels in India and Globally		4		
	26	Rise of regional channels and Importance of Regional Channels in India and Globally		4		
	27	Trends in regional radio and Television channels.		4		
	28	Trends in regional radio and Television channels.		4		
8	29	Trends in regional radio and Television channels.		4		
	30	Trends in regional radio and Television channels.		4		
	31	Breaking news on television and the TRP race		4		
	32	How panel discussions can make the public opinion		4		

9	33	Radio and Television Interview techniques	4		
	34	Qualities of a good anchor Voice modulation	4		
	35	Understanding your audience first, Voice modulation, Clear Diction, Accurate Pronunciation	4		
	36	Idea generation, and Video briefs: Scripting, Story board	4		
10	37	Scripting for: Interviews/Documentary/Feature/Drama/ Skits on Radio and TV.	2		
	38	Scripting for: Interviews/Documentary/Feature/Drama/ Skits on Radio and TV.	2		
	39	Scripting for: Interviews/Documentary/Feature/Drama/ Skits on Radio and TV.	2		
	40	Ethics including Censorship in presentation of News.	4		
11	41	Ethics including Censorship in presentation of News.	4		
	42	Code of conduct Fact checking	4		
	43	Code of conduct Fact checking	4		
	44	Features, Audience effectiveness, advertisements and Dumbing down of News	4		
12	45	Features, Audience effectiveness, advertisements and Dumbing down of News	4		
	46	Use of Facebook and Twitter media: handles by Radio and TV channels	4		
	47	Use of Facebook and Twitter media: handles by Radio and TV channels	4		

	48		Mobile Technology, Social Media and Web: eg. • Hotstar • Voot • Sony Live		4		
	49		• Story idea /Features : • Development and Presentation • Web series		4		

6. Rubric for Grading and Marking of Term Work (inform students at the beginning of semester)

Lecture + Practical (% Attendance) & Marks	Assignments	Tutorial	Lab / Practical Performance	Lab Journal Assessment	Class Tests (Other than IA)	CLASS PARTICIPATION	Other (2) specify	Total
						5		5

7. Assignments / Tutorials Details (must attach print out of all questions together with AAP)

Assignment No.	Title of the Assignments / Tutorials	CO Map	Assignments given to Students on	Date of Submission
1	Case Study: BBC Radio	CO2	Week 3	Week 4
2	<i>Katiyabaaz</i>	CO3	Week 6	Week 7
3	<i>Gulabi Gang</i>	CO3	Week 9	Week 10

Analysis of Assignment / Tutorial Questions and Related Resources

Assignment No.	Week No.	Type* (√)			Module No.	Based on #			Question Type (√)	
		R	UQ	OBT		Text Book	Reference Book	Other Learning Resource	MU EQ	Thought Provoking
1	3	✓			2	✓			✓	✓

2										
3										
4										

* Tick (✓) the Type of the Assignment: Regular (R); Unannounced Quiz (UQ) ; Open Book Test for TY/SY/MASTERS (OBT)
 # Write number for Text book, reference book, other learning resource from this AAP – from Points 4.a to 4.d

8. Internal Assessment / Other Class Test / Open Book Test (OBT)/Take Home Test (THT) Details

Tests	Test Dates	Module No.	CO Map	IA Question Paper Pattern	Policy
1 st IA Test	NA			Q1 – MCQ - 10 Marks Q2 – 1 numerical 5 Marks Q3 – 1 numerical 5 Marks 20 marks each for IA 1 & 2	No IA Re-test
2 nd IA Test	NA				IA is a Head of passing *
Pop Quiz	NA				
Open Book Test					
Take Home Test					
Class tests / prelims					
Class tests / prelims					
Any other test/exams					

* IA failures will have to appear for re-test in next semester

9.a Practical Activities – Regular Experiments

Practical No.	Module No.	Title of the Regular Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1					
2					
3					
4					
5					

6					
7					
8					
9					
10					

9.b Practical Activities – Newly Added Experiments

Practical No.	Module No.	Title of the Newly Added Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1					
2					

9.c Practical Activities – PBL Experiments

Practical No.	Module No.	Title of the PBL Experiments	Concepts to be highlighted	CO Map	Audit / Quality (0 to 4)
1		NA			
2					

10. Beyond Syllabus Activities for Gap Mitigation

No.	Type of the Activity	Activities	Details – no of attendees, guest, feedback, mark sheet, report
1	Interaction with Outside World	Guest Lecture / Workshops	Maybe
2		Industrial Visit	
3	Test and Assessments	Class Tests – (other than IA)	Yes
4		Mini Projects	Yes
5		Pop Quiz	
6		Mobile App Based Quiz	
7		Open Book Test	
8		Take Home Test	

9	Collaborative and Group Activity	Poster Presentation	
10		Minute Papers	
11		Students Seminar	
12		Students Debates	Yes
13		Panel Discussion / Mock GD	
14		Mock Interview	
15	Co-curricular Courses	MOOC-NPTEL/Coursera Videos	
16		Value Added Courses	
17		Lecture Capture Usage	

*** Do not delete any activity. Give details for planned events. Write 'NA' for activity Not Planned.**

Consolidated Academic Administration Plan Prepared by (mention all theory teaching faculty names with signature)

Ranjit Singh Anand

Faculty 1 Name (Sign.)

Faculty 2 Name (Sign.)

Faculty 3 Name (Sign.)

External Industry Mentor (Sign.)

External Academic Mentor (Sign.)

VSIT Cluster Mentor Name (Sign.)

Head of Dept. (Sign.)

Version 2020-2021

The academic resources available in VSIT –

VMIS (ERP)	V-Refer and V-Live	VSIT Library	VAC & MOOC Courses
Institute & Department Vision and Mission	Former IA question papers and solutions (prepared by faculty)	Former IA question papers solutions - hardcopy	Value Added Courses (VAC) are conducted throughout the semester & in the semester break - Enrol for the VACs
Program Educational Objectives (PEO)	MU end semester examination question papers and solutions (prepared by faculty)	MU end semester exam question paper & solutions - by faculty, hardcopy	
Program Specific Outcome (PSO)	Class notes and Digital Content for the subject (scanned / typed by faculty)	All text books, reference books, e -books mentioned in the syllabus & AAP	Online courses from NPTEL, Coursera etc. are pursued throughout the semester - Register for the course & get certified
Program Outcome (PO)	Comprehensive question bank, EQ, GQ, PPT, Class Test papers	Technical journals and magazines for reference	
Departmental Knowledge Map	Academic Administration Plan & Beyond Syllabus Activity report	VSIT library is member of IIT Bombay Library	Watch former lectures captured in LMS at VSIT

1.a Course Objectives (write in detail – follow NBA guideline in this regard)

Cognitive	What do you want students to know?	To introduce students to debates in Research approaches and equip them with tools to carry on research.
Affective	What do you want students to think / care about?	To understand the scope and techniques of media research, their utility and limitations.
Behavioural	What do you want students to be able to do?	To understand role of research Research in media. To analyse the scope and techniques of media research and understand impact of media on society

1.b Course Outcome (CO) Statements and Module-Wise Mapping (follow NBA guideline)

CO No.	Statements	Related Module/s
CO1	To provide adequate basic understanding about media research among the students	Unit 1 & 2
CO2	Understanding the impact of research on media	Unit 2
CO3	Students will be able to understand media and audience analysis	Unit 3
CO4	Help them in understanding the future scope of media research and its role.	Unit 4

1.c Mapping of COs with POs (mark S: Strong, M: Moderate, W: Weak, Dash '-': not mapped)

	PO 1	PO 2	PO 3	PO 4	PO 5	PO 6	PO 7	PO 8	PO 9	PO 10	PO 11	PO 12
CO 1												
CO 2												
CO 3												
CO 4												

CO 5											
------	--	--	--	--	--	--	--	--	--	--	--

1.d Mapping of COs with PSOs (mark S: Strong, M: Moderate, W: Weak, Dash ‘-’:not mapped)

	PSO 1	PSO 2	PSO 3	PSO 4
CO 1				
CO 2				
CO 3				
CO 4				
CO 5				

1.e Teaching and Examination Scheme (As specified by the University) for the Course

Categories	Mathematics	Computing / IT / Electronics	Humanities & Soft Skill	Social Sciences	Commerce	Management	Multidisciplinary
Tick suitable category							✓

Subject Code	Subject Name	Teaching Scheme			Credits Assigned			
		Theory	Practical	Tutorial	Theory	TW/Practical	Tutorial	Total
BAMMC MMR-404	Mass Media Research	75			3			3

Subject Code	Subject Name	Examination Scheme							
		Theory Marks IA Test			End Sem. Exam Marks	TW	Practical	Oral	Total
		IA 1	IA 2	Sum of IA1 and IA2					
	Mass media research	20	05	25	75				100

1.f Faculty-Wise Distribution of all Lecture-Practical-Tutorial Hours for the Course

Divisions	Lecture (Hrs.)	Practical (Hrs.)				Tutorial (Hrs.)			
		Batch 1	Batch 2	Batch 3	Batch 4	Batch 1	Batch 2	Batch 3	Batch 4
SYBAMMC	4:00	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.

1.g Office Hours (Faculty will be available in office in this duration for solving students' query)

Division	Day	Time (at least 1 Hr. / Division)	Venue (Office Room No.)
SYBMM	Friday	2:00pm – 3:00 p.m.	MS teams

2.a Syllabus: Module Wise Teaching Hours and % Weightage in University Question Paper

Module No.	Module Title and Brief Details	Teaching Hrs. for each module	% Weightage in University Question Papers
1	Introduction to mass media research	12lects	15
2	Research designs	04	20
3	Data – collection methodology	18lects	20
4	Content analysis	05	20
5	Application of research in mass media	5 lects	15
6.	The Semiotics of the Mass Media.	4	10
* Insert rows for more modules in the Course		Total	100

2.b Prerequisite Courses

No.	Semester	Name of the Course	Topic/
1	3	Intro to Media Studies	ALL
2	1	Fundamentals of Mass Communication	

2.c Relevance to Future Courses

No.	Semester	Name of the Course
1	TYBMM	Sem V – Advertising in Contemporary society Sem V- Media planning and Buying Sem Vi- Advertising and media research
2	MBA/MMM	Specialisation in Advertising Event Management
3	M.com	Advertising E- commerce

2.d Real Life Application Mapping – Mention Application from Very Common Day to Day Life

No.	Real Life Application Mapping with the Course

1	In field of Ad agency
2	Media

3. Past Results – Division-Wise and Topic-Wise Result Based Analysis

Details	Target - Mar 2019	Mar 2018	Mar 2017	Mar 2016
Course Passing % – Average of 3 Divisions	100%	98.18		
Marks Obtained by Course Topper (mark/100)	88%	89.5		

Year	Division A		Division B		Division A	
	Initials of Teacher	% Result	Initials of Teacher	% Result	Initials of Teacher	% Result
Mar 2017						
Mar 2016					NA	NA
Mar 2015						

Topics which affect results negatively	Module Number	Recommendations to overcome these issues & improve result in future
	1	Assignment & diagrams, Practical examples, case study

4 All the Learning Resources – Books and E-Resources

4.a List of Text Books (T – Symbol for Text Books) to be Referred by Students

Sr. No	Text Book Titles	Author/s	Publisher	Edition	Module Nos.
1	. Research Methodology;	Kothari: Wiley Eastern Ltd	: Wiley Eastern Ltd		All
2	Mass media research	Prof. Kishwar Panna	Himalaya		All

4.b List of Reference Books (R – Symbol for Reference Books) to be Referred by Students

Sr. No	Reference Book Titles	Author/s	Publisher	Edition	Module Nos.
1	A Handbook Of Social Science Research	Dixon, Bouma, Atkinson	OUP	3	2
2	Analysing Media Message:	Reffe, Daniel; Lacy, Stephen And Fico,	Lawrence Erlbaum associates.	1	4

		Frederick (1998)			
3	Media Research Methods	: Gunter, Brrie; (2000);	Sage	1	3
4					
5					

4.c List of E - Books (E – Symbol for E-Books) to be Referred by Students

Sr. No	E- Book Titles	Author/s	Publisher	Edition	Module Nos.
1	NA				
2					

4.d Web Links and Names of Magazines, Journals, E-journals – [VIT is member of IIT Bombay Library]

Refer online journals subscribed in VIT library. You can also access IIT Bombay online library for journals from IITB campus.

Sr. No	Web-Links and Names of Journals and E-Journals Recommended to Students for this Course	Web-Links and Names of Magazines Recommended to Students for this Course	Module Nos.
1	International journal on Marketing and trade policy	Advertising Age	All
2	Journal of management – Available in Library	Campaign India	All
3	International journal on Marketing and research		

4.e Module Best Available in - Tick the best resource [from 4.a to 4.d in this AAP] & give details

Module No.	Category (Please Tick Mark) - √						Available In VSIT Library?		Details of the Resource (i.e. Name, Chapter & Page No., etc.)
	Book			Maga-zine	Journals		Y	N	
	Text	Reference	E-Book		Regular	E-Journal			
1	✓	✓							Unit 1-4
2	✓	✓							Unit 1-4
3	✓	✓							Unit 1-4
4	✓	✓							Unit 1-4

4.f Web Links for Online Notes/YouTube/VSIT Digital Content/VIT Lecture Capture/NPTEL Videos

Students can view lectures by VSIT professors, captured through LMS 'Lecture Capture' in VIT campus for previous years.

No.	Websites / Links	Module Nos.

1	https://www.youtube.com/watch?v=RQChgmWhQ-0&ab_channel=cec	1-4
2	https://www.youtube.com/watch?v=w_Ujkt83i18&ab_channel=ArpitaKarwa	2
3		1
4		3
5		

4.g Recommended MOOC Courses like Coursera / NPTEL / MIT-OCW / edX etc.

Sr. No.	MOOC Course Link	Course conducted by – Person / University / Institute / Industry	Course Duration	Certificate (Y / N)
1	https://alison.com/course/data-journalism-and-media-standards-revised Data Journalism and Media Standards	NPTEL	1 week	y

4.h Recommended Value Added Courses (VAC)

Sr. No.	Name of the Value Added Course	Conducted by – Person / Institute / Industry	Course Duration	Certificate (Y / N)
1				

4.i Study Material Distributed among Students

Tick if distributed among students					
GQ	Notes	Digital Content	PPT	EQ (updated till the Last Exam)	Other (Write Details)
✓	✓	✓	✓	✓	

5. Consolidated Course Lesson Plan

	From (date/month/year)	To (date/month/year)	Total Number of Weeks
Semester Duration	12/1/21	31/03/2021	15

Week	Lecture no.	Module No.	Lecture Topics / IA 1 and IA 2 / BSA planned to be covered	Actual date of Completion	COs	Recommended Prior Viewing / Reading	
						Lecture No. (on LMS)	Chapter No. / Page Nos./ Books/ Web Site

1	1	1	Introduction (Syllabus)		1		
	2	1	Relevance, Scope of Mass Media Research		1		
	3	1	Role of research in the media I	10	1	1965	
	4	1	Steps involved in the Research Process	10	1	1965	
2	5	1	Qualitative Research	10	1	1965	
	6	1	Quantitative Research		1		
	7	1	Discovery of research problem		1		
	8	1	identifying dependent and independent variables		3		
3	9	1	identifying dependent and independent variables		2		
	10	1	developing hypothesis		1		
	11	2	revision		1		
	12	2	Internal test		1		
4	13	2	Research designs Concept, types and uses		1		
	14	2	Research Designs: Exploratory		1		
	15	2	Descriptive and Causal.		1		
	16	3	Data – collection methodology		1		

5	17	3	a. Primary Data – Collection Methods I. Depth interviews		1		
	18	3	II. Focus group		1		
	19	3	III. Surveys		1		
	20	3	IV. Observations		1		
6	21	3	v. Experimentation		1		
	22	3	Secondary Data Collection Methods		1		
	23	3	Secondary Data Collection Methods		1		
	24	3	Literature review		1		
7	25	3	Designing Questionnaire		1		
	26	3	Types and basics of questionnaire		1		
	27	3	types and basics of questionnaire		1		
	28	3	Projective techniques		1		
8	29	3	Projective techniques		1		
	30	3	Attitude measurement scales		1		

	31	3	Sampling process (assignments)		3		
	32	3	Data Tabulation Internal test		3		
9	33	3	GL by Dr. Lakshmi Kavitha (CAO)		1		
	34	4	Content analysis Definition and uses		3		
	35	3	Quantitative and Qualitative approach		3		
	36	3	Steps in content analysis		1		
10	37	4	Devising means of a quantification system		1		
	38	4	Limitations of content analysis		1		
	39	5	Application of research in mass media		2		
	40	5	Readership and Circulation survey		1		
11	41	5	TRP / RRP		1		
	42	5	Audience Research		1		

	43	5	Exit Polls	New media	2	06	
	44	5	Advertising Consumer Research				
12	45	6	The Semiotics of the Mass Media.				
	46	6	a.What is semiotics in media? b. Why is semiotics important?		4		
	47	6	c.What are codes in semiotics? d. Semiotics and media		4		
	48	6			1		
13	49	6			1		
	50	6			1		
	51	6			1		
	52	6			1		
14	53						
	54						
	55						
	56						
15	57						
	58						
	59						

	60						
--	----	--	--	--	--	--	--

6. Rubric for Grading and Marking of Term Work (inform students at the beginning of semester)

Lecture + Practical (% Attendance) & Marks	Assignments	Tutorial	Lab / Practical Performance	Lab Journal Assessment	Class Tests (Other than IA)	Class participation	Other (2) Specify	Total

7. Assignments / Tutorials Details (must attach print out of all questions together with AAP)

Assignment No.	Title of the Assignments / Tutorials	CO Map	Assignments given to Students on	Date of Submission
1	Research designs Concept, types and uses	CO1	3 rd Week	4 th Week
2	Quantitative and Qualitative approach Quantitative and Qualitative approach	CO2	5 th Week	6 th Week
3	Mini project	CO3	8 th Week	9 th Week
4		CO4	11 th Week	12 th Week

Analysis of Assignment / Tutorial Questions and Related Resources

Assignment No.	Week No.	Type* (✓)			Module No.	Based on #			Question Type (✓)	
		R	UQ	OBT		Text Book	Reference Book	Other Learning Resource	MU EQ	Thought Provoking
1	3	✓			1		✓		✓	
2	5	✓			2		✓		✓	
3	8	✓			3		✓		✓	

4	11			✓	4		✓		✓	
---	----	--	--	---	---	--	---	--	---	--

* Tick (✓) the Type of the Assignment: Regular (R); Unannounced Quiz (UQ) ; Open Book Test for TY/SY/MASTERS (OBT)
 # Write number for Text book, reference book, other learning resource from this AAP – from Points 4.a to 4.d

8.

Internal Assessment / Other Class Test / Open Book Test (OBT)/Take Home Test (THT) Details

Tests	Test Dates	Module No.	CO Map	IA Question Paper Pattern	Policy
1 st IA Test		1 & 2	1 & 2	Q1 – MCQ - 40 Marks Mini project-20 marks Mid- term test -20 marks	No IA Re-test
2 nd IA Test					IA is a Head of passing *
Pop Quiz					
Open Book Test					
Take Home Test					
Class tests / prelims					
Class tests / prelims					
Any other test/exams					

* IA failures will have to appear for re-test in next semester

9.a

Practical Activities – Regular Experiments

Practical No.	Module No.	Title of the Regular Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1					
2					
3					
4					
5					
6					

7					
8					
9					
10					

9.b Practical Activities – Newly Added Experiments

Practical No.	Module No.	Title of the Newly Added Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1		Mini Research on different topics			
2					

9.c Practical Activities – PBL Experiments

Practical No.	Module No.	Title of the PBL Experiments	Concepts to be highlighted	CO Map	Audit / Quality (0 to 4)
1	All	Case lets		1	
2	2			3	

10. Beyond Syllabus Activities for Gap Mitigation

No.	Type of the Activity	Activities	Details – no of attendees, guest, feedback, mark sheet, report
1	Interaction with Outside World	Guest Lecture / Workshops	Research analysis
2		Industrial Visit	
3	Test and Assessments	Class Tests – (other than IA)	Internal tests
4		Mini Projects	yes NA
5		Pop Quiz	Yes
6		Mobile App Based Quiz	NA
7		Open Book Test	Yes
8		Take Home Test	Yes (5 question from each unit)
9	Collaborative and Group Activity	Poster Presentation	
10		Minute Papers	yes

11		Students Seminar	yesNA
12		Students Debates	Yes
13		Panel Discussion / Mock GD	NA
14		Mock Interview	NA
15	Co-curricular Courses	MOOC-NPTEL/Coursera Videos	NYESA
16		Value Added Courses	
17		Lecture Capture Usage	NYesA

*** Do not delete any activity. Give details for planned events. Write 'NA' for activity Not Planned.**

Consolidated Academic Administration Plan Prepared by (mention all theory teaching faculty names with signature)

Anindita Banerji

Faculty 1 Name (Sign.)

Faculty 2 Name (Sign.)

Faculty 3 Name (Sign.)

External Industry Mentor (Sign.)

External Academic Mentor (Sign.)

VSIT Cluster Mentor Name (Sign.)

Head of Dept. (Sign.)

The academic resources available in VSIT –

VMIS (ERP)	V-Refer and V-Live	VSIT Library	VAC & MOOC Courses
Institute & Department Vision and Mission	Former IA question papers and solutions (prepared by faculty)	Former IA question papers solutions - hardcopy	Value Added Courses (VAC) are conducted throughout the semester & in the semester break - Enrol for the VACs
Program Educational Objectives (PEO)	MU end semester examination question papers and solutions (prepared by faculty)	MU end semester exam question paper & solutions - by faculty, hardcopy	
Program Specific Outcome (PSO)	Class notes and Digital Content for the subject (scanned / typed by faculty)	All textbooks, reference books, e -books mentioned in the syllabus & AAP	Online courses from NPTEL, Coursera etc. are pursued throughout the semester - Register for the course & get certified
Program Outcome (PO)	Comprehensive question bank, EQ, GQ, PPT, Class Test papers	Technical journals and magazines for reference	
Departmental Knowledge Map	Academic Administration Plan & Beyond Syllabus Activity report	VSIT library is member of IIT Bombay Library	Watch former lectures captured in LMS at VSIT

1.a Course Objectives (write in detail – follow NBA guideline in this regard)

Cognitive	What do you want students to know?	To introduce students with fundamentals of Computer Graphics.
Affective	What do you want students to think / care about?	Students should know how objects are projected in an animated movie using transformations.
Behavioural	What do you want students to be able to do?	To understand basics of animation using simple programs.

1.b Course Outcome (CO) Statements and Module-Wise Mapping (follow NBA guideline)

CO No.	Statements	Related Module/s
CO1	To understand basics of computer graphics and its applications.	Unit 1
CO2	Develop an understanding for 2D,3D transformations.	Unit 2
CO3	Learning the technique of 3D viewing with respect to camera modelling along with introduction of light and color.	Unit 3
CO4	Understanding different algorithms for visible surface detection and formulation of curves & surfaces.	Unit 4
CO5	Overview of animation process and theory to understand image processing techniques.	Unit 5

1.c Mapping of COs with POs (mark S: Strong, M: Moderate, W: Weak, Dash ‘-’: not mapped)

	PO 1	PO 2	PO 3	PO 4	PO 5	PO 6	PO 7	PO 8	PO 9	PO 10	PO 11	PO 12
CO 1												
CO 2												
CO 3												
CO 4												
CO 5												

1.d Mapping of COs with PSOs (mark S: Strong, M: Moderate, W: Weak, Dash ‘-’:not mapped)

	PSO 1	PSO 2	PSO 3	PSO 4
CO 1				
CO 2				
CO 3				
CO 4				
CO 5				

1.e Teaching and Examination Scheme (As specified by the University) for the Course

Categories	Mathematics	Computing / IT / Electronics	Humanities & Soft Skill	Social Sciences	Commerce	Management	Multidisciplinary
Tick suitable category		✓					

Subject Code	Subject Name	Teaching Scheme			Credits Assigned			
		Theory	Practical	Tutorial	Theory	TW/Practical	Tutorial	Total
USIT 405	Computer Graphics & Animation	75	50	-	2	2	-	4

Subject Code	Subject Name	Examination Scheme								
		Theory Marks IA Test			Active participation	End Sem. Exam Marks	TW	Practical	Oral	Total
		IA 1	IA 2	Sum of IA1 and IA2						
USIT405	Computer Graphics & Animation	7.5	7.5	15	10	75	25	50	-	150

1.f Faculty-Wise Distribution of all Lecture-Practical-Tutorial Hours for the Course

Divisions	Lecture (Hrs.)	Practical (Hrs.)				Tutorial (Hrs.)			
		Batch 1	Batch 2	Batch 3	Batch 4	Batch 1	Batch 2	Batch 3	Batch 4
Div 1	3.00	1.5	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.
Div 2	3.00	1.5	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.
Div 3	3.00	1.5	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.
Div F	3.00	1.5	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.

1.g Office Hours (Faculty will be available in office in this duration for solving students' query)

Course Academic Administration Plan – USIT405 Computer Graphics & Animation – Semester IV- B.Sc. (Information Technology)

Division	Day	Time (at least 1 Hr. / Division)	Venue (Office Room No.)
Div 1	Monday	3.00 pm to 4.00 pm	MS Teams
Div 2	Tuesday	3.00 pm to 4.00 pm	MS Teams
Div 3	Wednesday	3.00 pm to 4.00 pm	MS Teams
Div F	Thursday	3.00 pm to 4.00 pm	MS Teams

2.a Syllabus: Module Wise Teaching Hours and % Weightage in University Question Paper

Module No.	Module Title and Brief Details	Teaching Hrs. for each module	% Weightage in University Question Papers
1	Introduction to Computer Graphics and Scan conversion	12	20
2	Two-Dimensional Transformations and Three-Dimensional Transformations	12	20
3	Viewing in 3D, Light and Color	5	20
4	Visible-Surface Determination, Plane Curves and Surfaces	6	20
5	Computer Animation and Image Manipulation and Storage	5	20
Total		40*60 min =40 hrs	100

2.b Prerequisite Courses

No.	Semester	Name of the Course	Topic/s
1	I	Imperative Programming	Basic programming in C
2	II	Object Oriented Programming with C++	OOP Concepts in C++
3	II	Applied Mathematics	Linear Algebra and Geometry

2.c Relevance to Future Courses

No.	Semester	Name of the Course
1	VI	B. Sc. IT (Principles of Geographic Informative Systems)
2	II	M. Sc. IT (Image Processing)

2.d Real Life Application Mapping – Mention Application from Very Common Day to Day Life

No.	Real Life Application Mapping with the Course
1	Movies, Games (Snakes), Animation, Entertainment, Cartoon
2	CAD, Presentations Graphics, Computer Art, Image Processing
3	2D, 3D Drawings, Education & Training, Visualization

3. Past Results – Division-Wise and Topic-Wise Result Based Analysis

Details	Target – May 2021	April 2020	April 2019	April 2018
Course Passing % – Average of 3 Divisions	100%	99.12	96.08	87.72
Marks Obtained by Course Topper (mark/100)	100/100	98/100	91	79

Year	Division A		Division B		Division C		Division D		Division E		Division F	
	Initials of Teacher	% Result	Initials of Teacher	% Result	Initials of Teacher	% Result	Initials of Teacher	% Result	Initials of Teacher	% Result	Initials of Teacher	% Result
April 2020	JMV	100	RMD	100	MDA	98.44	RMD	98.36	JMV	100	MDA	97.06
April 2019	SBV	97.10	RMD	98.25	MDA	89.66	RMD	96.67	SBV	96.23	MDA	100
April 2018	MAK	90.91	MAK	85.48	RMD	91.23	RMD	82.26	MAK	88.06	JMA	89.29

Topics which affect results negatively	Module Number	Recommendations to overcome these issues & improve result in future
3D Transformation	Unit 2	More practice sessions on problem solving (PBL)
3D Viewing	Unit 3	Comparative study of various 3D drawings
Surface detection, Curves	Unit 4	Demonstration using Videos

4 All the Learning Resources – Books and E-Resources

4.a List of TextBooks (T – Symbol for TextBooks) to be Referred by Students

Sr. No	TextBook Titles	Author/s	Publisher	Edition	Module Nos.
1	Computer Graphics - Principles and Practice	J. D. Foley, A. Van Dam, S. K. Feiner and J. F. Hughes	Pearson	2 nd	Unit 1
2	Fundamentals of Computer Graphics	Steve Marschner, Peter Shirley	CRC Press	4 th	Unit 2, 3 & 5

4.b List of Reference Books (R – Symbol for Reference Books) to be Referred by Students

Sr. No	Reference Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Computer Graphics - Principles and Practice	J. D. Foley, A. Van Dam, S. K. Feiner and J. F. Hughes	Pearson	2 nd	Unit 1
2	Fundamentals of Computer Graphics	Steve Marschner, Peter Shirley	CRC Press	4 th	Unit 2, 3 & 5
3	Computer Graphics	Hearn, Baker	Pearson	2 nd	All
4	Principles of Interactive Computer Graphics	William M. Newman and Robert F. Sproull	TMH	2 nd	Unit 5
5	Mathematical Elements for CG	D. F. Rogers, J. A. Adams	TMH	2 nd	Unit 2 & 3
6	Basics of Computer Graphics	Atul.P. Godse	Technical	1 st	Unit 1 & 2

4.c List of E - Books (E – Symbol for E-Books) to be Referred by Students

Sr. No	E- Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Computer Graphics http://lib.myilibrary.com	Hearn, Baker	Pearson	2 nd	All
2	Fundamentals of Computer Graphics http://lib.myilibrary.com	Shirley	CRC press	4 th	Unit 2,3,5

4.d Web Links and Names of Magazines, Journals, E-journals – [VSIT is member of IIT Bombay Library]

Sr. No	Web-Links and Names of Journals and E-Journals Recommended to Students for this Course	Web-Links and Names of Magazines Recommended to Students for this Course	Module Nos.
1	2D & 3D Transformations in Computer Graphics https://www.annauniv.edu/Library/digi_free_ebooks.html	https://www.tutorialspoint.com/computer_graphics/2d_transformation.htm	Unit 1-2
2	Computer Graphics Animation for Objective Self-Evaluation http://ieeexplore.ieee.org/stamp/stamp.jsp?tp=&arnumber=8103319	http://mathinsight.org/determinant_linear_transformation	Unit 2-3
3	Computer Graphics and Applications http://ieeexplore.ieee.org	https://www.creativebloq.com	Unit 2-3
4	Computer Graphics Forum https://onlinelibrary.wiley.com	www.cse.iitd.ac.in	Unit 2
5	Computer Graphics Techniques www.jcgt.com	Visual effects Computer Graphics www.cgw.com	Unit 5

6	IEEE Digital Library https://www.computer.org/csdl/magazine/cg	Computer Graphics Publications https://www.cgw.com/Publications/Current-Issue.aspx	Unit 3
7	--	Types of image formats https://www.w3.org/standards/webdesign/graphics.html	Unit 5

4.e Module Best Available in - Tick the best resource [from 4.a to 4.d in this AAP] & give details

Module No.	Category (Please Tick Mark) - √					Available In VSIT Library?			Details of the Resource (i.e. Name, Chapter & Page No., etc.)	
	Book			Magazine	Journals		E-Journal	Y		N
	Text	Reference	E-Book		Regular					
1		√	√				√	Y		Hearn & Baker 3-D viewing Unit 3 Chapter 13, pg. no 452-516
2		√	√					Y		Basics of Computer Graphics by Godse, Raster Scan, Cathode Ray tube. Unit 1 & 2 Chapter 1 pg.no 12-15
3		√						Y		Computer Graphics -Principles & Practice by Foley Image manipulation and storage Unit 5, Chapter 17, pg. no 839-875
4		√	√				√	Y		Fundamentals of Computer Graphics by Shirley Animation Unit 5, Chapter 16, pg.no 405-431
5		√		√				Y		Principles of Interactive Computer Graphics by Hearn & Baker; Computer Graphics - Principles & Practice by Foley Image manipulation

4.f Web Links for Online Notes/YouTube/VSIT Digital Content/VSIT Lecture Capture/NPTEL Videos

No.	Websites / Links	Module Nos.
1	Digital Contents	All 5 units
2	Cathode Ray Tube https://www.youtube.com/watch?v=Gnl1vuwjHto	Unit 1
3	Cohen-Sutherland Line clipping Algorithm https://www.youtube.com/watch?v=dQNTyVLDP5Q	Unit 1
4	3D Viewing https://www.youtube.com/watch?v=HR6aWEMH7SU	Unit 3
5	Color Model https://www.youtube.com/watch?v=KKX08oOTMkk	Unit 3

6	Categories of Algorithms https://www.youtube.com/watch?v=5b2eKCMTq-A&index=22&list=PLG9aCp4uE-s1DbifcNYNPz0w3oR3aZOiV	Unit 4
7	Visible-Surface Determination https://www.youtube.com/watch?v=j7zASv6vUKk&index=21&list=PLG9aCp4uE-s1DbifcNYNPz0w3oR3aZOiV	Unit 4
8	Principles of animation https://www.youtube.com/watch?v=uDqjldl4bF4	Unit 5
9	How to run graphics program in CodeBlocks https://www.youtube.com/watch?v=oFUUpC9Z--U	Unit 2
10	How to setup graphics.h in CodeBlocks 20.03 https://www.youtube.com/watch?v=VEkAj-xVTKQ	Unit 3

4.g Recommended MOOC Courses like Coursera / NPTEL / MIT-OCW / edX etc.

Sr. No.	MOOC Course Link	Course conducted by – Person / University / Institute / Industry	Course Duration	Certificate (Y / N)
1	Blender – Animation and Computer Graphics https://spoken-tutorial.org/tutorial-search/?search_foss=Blender&search_language=	Spoken Tutorial	6 Hrs	Yes
2	C Graphics: Learn in Easy Way https://www.udemy.com/course/graphics-in-c/	Udemy EDU	36 Hrs.	No
3	Computer Graphics by Prof. Ravi Ramamoorthy https://www.edx.org/bio/ravi-ramamoorthi	Coursera EDX	6 weeks	Yes

4.h Recommended Value-Added Courses (VAC)

Sr. No.	Name of the Value-Added Course	Conducted by – Person / Institute / Industry	Course Duration	Certificate (Y / N)
1	-	-	-	-

4.i Study Material Distributed among Students

Tick if distributed among students					
GQ	Notes	Digital Content	PPT	EQ (updated till the Last Exam)	Other
√	√	√	√	√	<ul style="list-style-type: none"> Remedial Sheets Merit batch sheets Videos Notes

5. Consolidated Course Lesson Plan

	From (date/month/year)	From (date/month/year)	Total Number of Weeks
Semester Duration	11/01/2021	30/04/2021	15

Week	Lecture no.	Module No.	Lecture Topics / IA 1 and IA 2 / BSA planned to be covered	Activities to be conducted	Teaching Methodology (Power point, Video Clip, Simulation, Flipped Classroom, Group Discussion, any other)	Recommended Prior Viewing / Reading	
						Lecture No. (on LMS)	Chapter No. / Page Nos./Books/ Web Site
1	1	1	Introduction to Computer Graphics: Overview of Computer Graphics, Computer Graphics Application and Software,	Quiz, Poll	Power point, Video Clip		Chapter 1/1-4/Godse
	2	1	Input Devices for Operator Interaction, Active and Passive Graphics Devices	Quiz, Poll, viva	Power point, Video Clip		Chapter 1/5-11/Godse
	3	1	Display Technologies, Storage Tube Graphics Displays, Calligraphic Refresh Graphics Displays, Raster Refresh (Raster-Scan) Graphics Displays	Quiz, Poll, viva	Power point, Video Clip		Chapter 1/12/Godse
	SS	1	Different graphics devices				
2	4	1	Cathode Ray Tube Basics, Color CRT Raster Scan Basics, Video Basics, The Video Controller,	Quiz, Poll, viva	Power point, Video Clip		Chapter 1/15/Godse
	5	1	Random-Scan Display Processor, LCD displays.	Quiz, Poll, viva	Power point, Video Clip		Chapter 1/15/Godse
	6	1	Scan conversion Digital Differential Analyzer (DDA) algorithm, Bresenham's Line drawing algorithm.	Quiz, viva	Power point		Chapter 1/12-22/Godse
3	7	1	Bresenham's method of Circle drawing, Midpoint circle drawing algorithm Midpoint Ellipse Algorithm	Quiz, Poll, viva	Power point		Chapter 1/14/Godse
	8	1	Problems of Aliasing, end-point ordering and clipping lines	Quiz, viva	Power point		Chapter 2/45-47/Godse
	9	1	Clipping Lines algorithms- Cyrus-Beck	Quiz, Poll	Power point		Chapter 2/53/Godse
4	10	1	Cohen-Sutherland Line clipping algorithm, Liang-Barsky	Quiz, Poll	Power point, Video Clip		Chapter 2/67/Godse
	11	1	Scan conversion Digital Differential Analyzer (DDA) algorithm, examples	Quiz, PBL	Power point, Whiteboard		Chapter 1/12-22/Godse
	12	1	Bresenham's Line drawing algorithm, examples	Viva, Class Test 1	Power point, Whiteboard		Chapter 1/12-22/Godse

5	13	2	2D Transformations: Transformations and Matrices, Transformation Conventions	Quiz, Poll, Viva	Power point, Whiteboard	CH-04 PG-110 CG by A P Godse
	14	2	2D Transformations, Homogeneous Coordinates and Matrix	Quiz, Poll, Viva	Power point, Whiteboard	CH-04 PG-110, 115 CG by A P Godse
	15	2	Translations and Homogeneous Coordinates, Rotation	Quiz, Poll, Viva	Power point	CH-04 PG-110, 116 CG by A P Godse
6	16	2	Representation of 2D Transformations, Reflection, Scaling	Quiz, Poll, Viva	Power point, Whiteboard	
	SS	2	Transformation of Points, Combined Transformation,			
	17	2	Transformation of The Unit Square, some more examples based on combined transformation	Quiz, PBL	Power point, Whiteboard	CH-04 PG-111- 113 CG by A P Godse
	SS	2	Rotation About an Arbitrary Point, Reflection through an Arbitrary Line			CH-04 PG- 123,124 CG by A P Godse
7	18	2	The Window-to-Viewport Transformations, examples	Viva, POP QUIZ	Power point, Whiteboard	CH-04 PG- 113,114 CG by A P Godse
	19	2	3D Transformations: Three-Dimensional Scaling, rotation, Translation	Quiz, Poll, Viva	Power point	CG by Hern & Baker CH-07
	20	2	Three-Dimensional Shearing, Reflection	Quiz, Poll, Viva	Power point	CG by Hern & Baker CH-07 PG-201-227 CG by A P Godse
8	21	2	Rotation about an Arbitrary Axis in Space, Reflection through an Arbitrary Plane	Quiz, Viva	Power point	CG by Hern & Baker CH-07 PG-201-227 CG by A P Godse
	22	2	Matrix Representation of 3D Transformations, Composition of 3D Transformations,	Quiz, Poll,	Power point	CG by Hern & Baker CH-07
	23	2	Vanishing Points, the Perspective Geometry and camera models, Orthographic Projections, Axonometric Projections, Oblique Projections, View volumes for projections.	Quiz, Viva	Power point, Video Clips	CH-05 PG- 228 CG by Hern & Baker CH-07
	SS	2	Affine and Perspective Geometry, Perspective Transformations, Techniques for Generating Perspective Views,			CG by Hern & Baker CH-07
	24	2	Types of Projection, tree diagram	Viva, Class test 2	Power point	CG by Hern & Baker CH-07
9	25	Unit 5	Computer Animation: Principles of Animation, Key framing, Deformations, Character Animation, Physics-Based Animation	Quiz, Poll	Power point, Video Clips	CH-16 PG 405,406 Fundamentals of CG by Shirley
	26	5	Procedural Techniques, Groups of Objects.	Quiz, Poll	Power point, Video Clips	CH-16 PG-410- 419

							Fundamentals of CG by Shirley
	27	5	Image Manipulation and Storage: What is an Image? Digital image file formats	Quiz, Poll	Power point		CH-16 PG-410-419 Fundamentals of CG by Shirley
	SS	5	Image compression standard – JPEG,				CH-16 PG-410-419 Fundamentals of CG by Shirley
10	28	5	Image Processing - Digital image enhancement, contrast stretching,	Quiz, Poll	Power point		CH-16 PG-419-426 Fundamentals of CG by Shirley
	29	5	Histogram Equalization, smoothing and median Filtering.	Class test 5	Power point, Video Clips		CH-16 PG-428-431 Fundamentals of CG by Shirley
	30	4	Visible-Surface Determination: Techniques for efficient Visible-Surface Algorithms, Back face, Z-buffer	Quiz, Poll	Power point		CH-9 9/282-298/Maurya
11	31	4	Scan-line method, Painter's algorithms (depth sorting), Area sub-division, BSP tree	Quiz, PBL	Power point		CH-9 9/282-298/Maurya
	SS	4	Visible-Surface Ray Tracing, comparison of the methods.				CH-9 9/282-298/Maurya
	32	4	Plane Curves and Surfaces: Curve Representation, Nonparametric Curves, Parametric Curves,	Quiz, Viva	Power point, Flipped Classroom		CH-9 9/282-298/Maurya
	33	4	Parametric Representation of a Circle, Parametric Representation of an Ellipse,	Quiz, Assignment 3 based on Diagrams	Power point, Whiteboard		CH-9 9/282-298/Maurya
12	34	4	Parametric Representation of a Parabola, Parametric Representation of a Hyperbola, Representation of Space Curves	Quiz, Viva	Power point, Whiteboard		CH-9 9/282-298/Maurya
	35	4	Cubic Splines, Bezier Curves, B-spline Curves, B-spline Curve Fit,	Poll, Class Test 4	Power point		CH-9 9/282-298/Maurya
	36	3	Viewing in 3D Stages in 3D viewing, Canonical View Volume (CVV), Specifying an Arbitrary 3D View,	Poll, Quiz	Power point		Chapter 13/452-457/Hearn & baker
	37	3	The Mathematics of Planar Geometric Projections	Quiz, Viva	Power point, Flipped Classroom		Chapter 13/474/Hearn & baker
13	38	3	Combined transformation matrices for projections and viewing,	Quiz, OBT	Power point,		Chapter 13/458/Hearn & baker
	SS	3	Coordinate Systems and matrices, Examples of 3D Viewing,				Chapter 13/467/Hearn & baker

	39	3	Camera model and viewing pyramid	Quiz, Viva	Power point, , Flipped Classroom		Chapter 13/467/Hearn & baker
	40	3	Light: Radiometry, Transport, Equation, Photometry, Color: Colorimetry, Color Spaces, Chromatic Adaptation, Color Appearance	Poll, Class Test 3	Power point,		Chapter 13/516/Hearn & baker

6. Rubric for Grading and Marking of Term Work (inform students at the beginning of semester)

Lecture + Practical (% Attendance) & Marks	Assignments	Tutorial	Lab / Practical Performance	Lab Journal Assessment	Class Tests (Other than IA)	Total
Active Participation(10M)	3 Assignments		Practical Submission (100M) Scaled down to 20M		5 Test on Each Unit (10 M each)	30 M

7. Assignments / Tutorials Details (must attach print out of all questions together with AAP)

Assignment No.	Title of the Assignments / Tutorials	CO Map	Assignments given to Students on	Date of Submission
1	Sums based on Unit 1 & 2 (PBL)	Y	2 nd week	3 rd week
2	Assignment based on Unit 3(OBT)	Y	13 th week	13 th week
3	Consolidated diagrams based on all units	Y	11 th week	11 th week

Analysis of Assignment / Tutorial Questions and Related Resources

Assignment No.	Week No.	Type* (√)			Module No.	Based on #			Question Type (√)	
		R	UQ	OBT		TextBook	Reference Book	Other Learning Resource	MU EQ	Thought Provoking
1	3 rd week	√			1,2		√		NA	√
2	12 th week		√		4		√		NA	
3	13 th week			√	3		√		NA	√

8. Internal Assessment / Other Class Test / Open Book Test (OBT)/Take Home Test (THT) Details

Tests	Test Dates	Module No.	CO Map	IA Question Paper Pattern	Policy
1 st IA Test	6 th week	1,2	1,2	IA 1 (Descriptive 20M) (Scaled to 7.5)	No IA Re-test

2 nd IA Test	12 th week			IA 2 (MCQ + Viva) 20 M (Scaled to 7.5)	IA is a Head of passing *
Pop Quiz	5 th week	1,2	1,2		
Open Book Test	8 th week	2	2		
Take Home Test	12 th week	3, 5	3, 5		
Class test	11 th Week	4	4		

9.a Practical Activities – Regular Experiments

Practical No.	Module No.	Title of the Regular Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1	Unit 1	The basic functions used for graphics C++ language with examples. Draw a co-ordinate axis at the center of the screen.	Basic functions used in Computer Graphics	1	
2	Unit 1	Divide your screen into four regions, draw basic shapes in each region with appropriate message. Draw a simple Hut, Tree, flowerpot on the screen.	Combining different functions covered in Practical 1	1	
3	Unit 1	Draw the basic shapes in the center of the screen. Circle, Line, Rectangle, Semi Circle, Ellipse, hexagon, pentagon, star, Concentric circles, Square.	Drawing Different shapes available with pre-defined functions	3	
4	Unit 2	Implement DDA and Bresenham's Line drawing algorithms and Mid-point circle drawing algorithm.	Basics of Line drawing techniques	3	
5	Unit 2	Demonstrate 2D transformation - Translation, Scaling, Rotation, Reflection, Shearing	Basics of Circle drawing techniques	3	
6	Unit 4	Write a program to fill an object using Flood Fill Algorithm and Boundary Fill Algorithm.	Different color filling techniques	2	
7	Unit 1,2	Develop a simple text screen saver using graphics functions. Perform smiling face animation using graphic functions.	Different animations using transformation techniques.	3	
8	Unit 1,2	Draw the moving car on the screen. Write a Program to draw animation using increasing circles filled with different color and patterns	Combining all the knowledge gained & development of application	2,3	

9.b Practical Activities – Newly Added Experiments

Practical No.	Module No.	Title of the Newly Added Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1	Unit 2	Character generation	Plotting the image using arrays	2	

9.c Practical Activities – PBL Experiments

Practical No.	Module No.	Title of the PBL Experiments	Concepts to be highlighted	CO Map	Audit / Quality (0 to 4)
1	Unit 2	Program to create a house like figure and perform the following operations. i. Scaling about the origin followed by translation. ii. Scaling with reference to an arbitrary point.	2D transformations	2	

10. Beyond Syllabus Activities for Gap Mitigation

No.	Type of the Activity	Activities	Details – no of attendees, guest, feedback, mark sheet, report
1	Interaction with Outside World	Guest Lecture / Workshops	No
2		Industrial Visit	No
3	Test and Assessments	Class Tests – (other than IA)	Yes
4		Mini Projects	Yes
5		Pop Quiz	Yes
6		Mobile App Based Quiz	No
7		Open Book Test	Yes
8		Take Home Test	No
9	Collaborative and Group Activity	Poster Presentation	No
10		Minute Papers	No
11		Students Seminar	No
12		Students Debates	No
13		Panel Discussion / Mock GD	No
14		Mock Interview	No
15	Co-curricular Courses	MOOC-NPTEL/Coursera Videos	Yes
16		Value Added Courses	No
17		Lecture Capture Usage	No

Consolidated Academic Administration Plan Prepared by,

Ms. Madhavi Amondkar

Ms. Rohini Desai

External Industry Mentor

External Academic Mentor

External Academic Mentor

Mr. Umesh Koyande
VSIT Cluster Mentor

Head of Dept.

Version 2020-4

The academic resources available in VSIT –

VMIS (ERP)	V-Refer and V-Live	VSIT Library	VAC & MOOC Courses
Institute & Department Vision and Mission	Former IA question papers and solutions (prepared by faculty)	Former IA question papers solutions - hardcopy	Value Added Courses (VAC) are conducted throughout the semester & in the semester break - Enrol for the VACs
Program Educational Objectives (PEO)	MU end semester examination question papers and solutions (prepared by faculty)	MU end semester exam question paper & solutions - by faculty, hardcopy	
Program Specific Outcome (PSO)	Class notes and Digital Content for the subject (scanned / typed by faculty)	All text books, reference books, e -books mentioned in the syllabus & AAP	Online courses from NPTEL, Coursera etc. are pursued throughout the semester - Register for the course & get certified
Program Outcome (PO)	Comprehensive question bank, EQ, GQ, PPT, Class Test papers	Technical journals and magazines for reference	
Departmental Knowledge Map	Academic Administration Plan & Beyond Syllabus Activity report	VSIT library is member of IIT Bombay Library	Watch former lectures captured in LMS at VSIT

1.a Course Objectives (write in detail – follow NBA guideline in this regard)

Cognitive	What do you want students to know?	Gain knowledge about JVM, features of Java, its syntax and semantics to write Java programs and more importantly Java documentations.
Affective	What do you want students to think / care about?	Understand the fundamentals of object-oriented programming in Java, including defining classes, objects, invoking methods, IO etc and exception handling mechanisms.
Behavioural	What do you want students to be able to do?	Build Desktop applications using the Java APIs.

1.b Course Outcome (CO) Statements and Module-Wise Mapping (follow NBA guideline)

CO No.	Statements	Related Module/s
CO1	Identify classes, objects, members of a class and relationships among them needed for a specific problem	Unit 1 & 2
CO2	Build Java application programs using OOP principles and proper program structuring	Unit 2
CO3	Demonstrate the concepts of polymorphism and inheritance	Unit 3
CO4	Implement Multithreading & exception handling techniques in java	Unit 4
CO5	Design GUI application using Abstract Windows Toolkit	Unit 5

1.c Mapping of COs with POs (mark S: Strong, M: Moderate, W: Weak, Dash ‘-’: not mapped)

	PO 1	PO 2	PO 3	PO 4	PO 5	PO 6	PO 7	PO 8	PO 9	PO 10	PO 11	PO 12
CO 1												
CO 2												
CO 3												
CO 4												

CO 5											
------	--	--	--	--	--	--	--	--	--	--	--

1.d Mapping of COs with PSOs (mark S: Strong, M: Moderate, W: Weak, Dash ‘-’:not mapped)

	PSO 1	PSO 2	PSO 3	PSO 4
CO 1				
CO 2				
CO 3				
CO 4				
CO 5				

1.e Teaching and Examination Scheme (As specified by the University) for the Course

Categories	Mathematics	Computing / IT / Electronics	Humanities & Soft Skill	Social Sciences	Commerce	Management	Multidisciplinary
Tick suitable category		✓					

Subject Code	Subject Name	Teaching Scheme			Credits Assigned			
		Theory	Practical	Tutorial	Theory	TW/Practical	Tutorial	Total
USIT401	Core Java	75	50	--	2	2	--	4

Subject Code	Subject Name	Examination Scheme								
		Theory Marks IA Test			Active participation	End Sem. Exam Marks	TW	Practical	Oral	Total
		IA 1	IA 2	Sum of IA1 and IA2						
USIT401	Core Java	7.5	7.5	15	10	75	25	50	-	150

1.f Faculty-Wise Distribution of all Lecture-Practical-Tutorial Hours for the Course

Divisions	Lecture (Hrs.)	Practical (Hrs.)				Tutorial (Hrs.)			
		Batch 1	Batch 2	Batch 3	Batch 4	Batch 1	Batch 2	Batch 3	Batch 4
Div 1	3.00	1.5	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.
Div 2	3.00	1.5	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.
Div 3	3.00	1.5	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.

1.g Office Hours (Faculty will be available in office in this duration for solving students' query)

Division	Day	Time (at least 1 Hr. / Division)	Venue (Office Room No.)
Div 1, 2 & 3	Friday	3:00 PM – 4:00 PM	MS Teams

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2.a Syllabus: Module Wise Teaching Hours and % Weightage in University Question Paper

Module No.	Module Title and Brief Details	Teaching Hrs. for each module	% Weightage in University Question Papers
1	Introduction & Data Types	6	20
2	Control Flow Statements, Iterations and Classes	8	20
3	Inheritance & Packages	5	20
4	Enumerations, Arrays, Multithreading, Exceptions & Byte Streams	12	20
5	GUI & Event Handling	9	20
* Insert rows for more modules in the Course		Total	40
			100

2.b Prerequisite Courses

No.	Semester	Name of the Course	Topic/s
1	1	Imperative Programming	ALL
2	2	Object Oriented Programming	ALL
3	3	Python Programming	ALL

2.c Relevance to Future Courses

No.	Semester	Name of the Course
1	5	Enterprise Java
2	5	NGT
3	6	Projects

2.d Real Life Application Mapping – Mention Application from Very Common Day to Day Life

No.	Real Life Application Mapping with the Course
1	OTT platforms such as Netflix use Java in the backend
2	E-Commerce applications such as eBay, Amazon
3	Scientific Applications such as MATLAB

4	Web Servers Applications such as Tomcat
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3. Past Results – Division-Wise and Topic-Wise Result Based Analysis

Details	Target - Mar 2020	Mar 2019	Mar 2018	Mar 2017
Course Passing % – Average of 6 Divisions	95%	90.05	91.52	N.A.
Marks Obtained by Course Topper (mark/100)	-	95	90	N.A.

Year	Division A		Division B		Division C		Division D		Division E	
	Initials of Teacher	% Result	Initials of Teacher	% Result	Initials of Teacher	% Result	Initials of Teacher	% Result		
Apr 2020	BK	100	SBB	100	BK	98.44	SBB	98.36	SBB	100
Apr 2019	PS	95.67	SBB	94.74	AJ	86.21	SBB	85	SBB	88.68
Apr 2018	PS	88.78	PS	87.71	PS	98.25	SBB	96.77	SBB	85.07

Topics which affect results negatively	Module Number	Recommendations to overcome these issues & improve result in future
Multithreading	4	Practical examples required
Event handling	5	Some more practical examples to be designed

4 All the Learning Resources – Books and E-Resources

4.a List of Text Books (T – Symbol for Text Books) to be Referred by Students

Sr. No	Text Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Core Java 8 for Beginners	Vaishali Shah, Sharnam Shah	SPD	1	1-5
2	Java: The Complete Reference	Herbert Schildt	TMH	9	1-5
3	Murach's beginning Java with Net Beans	Joel Murach , Michael Urban	SPD	1	1-3
4	Core Java, Volume I: Fundamentals	Hortsman	Pearson	9	1-3
5	Core Java, Volume II: Advanced Features	Gary Cornell and Hortsman	Pearson	8	4-5
6	Core Java: An Integrated Approach R.	Nageswara Rao	DreamTech	1	1-4

4.b List of Reference Books (R – Symbol for Reference Books) to be Referred by Students

Sr. No	Reference Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Objects First With Java - A Practical Introduction Using BlueJ	David J. Barnes & Michael Kölling.	Pearsons	6	1-4
2	Programming With Java:A Primer 3E	Balagurusamy	McGraw Hill	5	1-4

3	Schaum's Outline of Theory and Problems of Programming with Java	John Rast Hubbard	McGraw Hill	2016	3-5
4	Learning Java: A Bestselling Hands-On Java Tutorial	Patrick Niemeyer, Daniel Leuck	O'Reilly	2013	5

4.c List of E - Books (E – Symbol for E-Books) to be Referred by Students

Sr. No	E- Book Titles	Author/s	Publisher	Edition	Module Nos.
1	The Java® Language Specification https://docs.oracle.com/javase/specs/jls/se8/jls8.pdf	James Gosling Bill Joy Guy Steele Gilad Bracha Alex Buckley	Oracle	2015	1-4
2	Think Java How to Think Like a Computer Scientist http://greenteapress.com/thinkajava/thinkajava.pdf	Allen B. Downey	-	5.1.2	1-3
3	Introducing Java 8: A Quick-Start Guide to Lambdas and Streams http://www.oreilly.com/programming/free/files/introducing-java-8.pdf	Raoul-Gabriel Urma	O'Reilly	-	4

4.d Web Links and Names of Magazines, Journals, E-journals – [VIT is member of IIT Bombay Library]

Refer online journals subscribed in VIT library. You can also access IIT Bombay online library for journals from IITB campus.

Sr. No.	Web-Links and Names of Journals and E-Journals Recommended to Students for this Course	Web-Links and Names of Magazines Recommended to Students for this Course	Module Nos.
1	https://www.javadevjournals.com/	https://www.tutorialspoint.com/java/	1-5
2	https://www.journaldev.com/	Java Magazine, Sept/Oct 2017 www.javamagazine.mosaicreader.com/	1-5
3	https://docs.oracle.com/javase/tutorial/	Java Magazine - Oracle Blogs https://blogs.oracle.com/javamagazine/	1-5
4	https://www.w3schools.in/java-tutorial/	JavaMagazine Java Developer Laboratory https://javadevlab.org/tag/javamagazine/	1-5

4.e Module Best Available in - Tick the best resource [from 4.a to 4.d in this AAP] & give details

Module No.	Category (Please Tick Mark) - √					Available In VSIT Library?		Details of the Resource (i.e. Name, Chapter & Page No., etc.)	
	Book			Magazine	Journals		Y		N
	Text	Reference	E-Book		Regular	E-Journal			
1	✓						Y		Java The Complete Reference Ch 1 – 4 EBalagurusamy Ch 1-4
2	✓	✓					Y		Java The Complete Reference Ch 5 -7 EBalagurusamy Ch 5-8
3	✓	✓					Y		Java The Complete Reference Ch 8 – 9 EBalagurusamy Ch 8,10,11
4	✓	✓					Y		Java The Complete Reference Ch 10,11,15,17 EBalagurusamy Ch 9,12,13

5	✓						Y		Java The Complete Reference Ch 20-22
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4.f Web Links for Online Notes/YouTube/VSIT Digital Content /NPTEL Videos

Students can view lectures by VSIT professors, captured through LMS 'Lecture Capture' in VIT campus for previous years.

No.	Websites / Links	Module Nos.
1	Digital Content (live.vsit.edu.in/vrefer)	1-5
2	Online Notes and PPTs (http://www.buyya.com/254/lecture-plan.html)	1-5
3	What is Java Programming? https://www.youtube.com/watch?v=mAtkPQO1FcA	1
4	Difference between JDK, JRE, JVM https://www.youtube.com/watch?v=7tndaxgk1E8	1
5	Executing a program https://www.youtube.com/watch?v=5u8rFbpdvds	1
6	Class Method & Object https://www.youtube.com/watch?v=pKWRin7P4yk	2
7	Garbage Collection https://www.youtube.com/watch?v=Dg9raTR8Sts	2
8	Interface in Java https://www.youtube.com/watch?v=lbVmrWqY-VA	3
9	Java Packages https://www.youtube.com/watch?v=xd_pRY_SYKg	3
10	Java I/O https://www.youtube.com/results?search_query=java+file+handling	4
11	Exception Handling in Java https://www.youtube.com/watch?v=ohpCMpderow	4
12	What are APIs? https://www.youtube.com/watch?v=OVvTv9Hy91Q	5
13	Event Handling https://www.youtube.com/watch?v=UaenPz_ERVU	5

4.g Recommended MOOC Courses like Coursera / NPTEL / MIT-OCW / edX etc.

Sr. No.	MOOC Course Link	Course conducted by – Person / University / Institute / Industry	Course Duration	Certificate (Y / N)
1.	Programming in Java (43 videos)	Spoken Tutorial IIT Bombay	12 weeks	Y
2.	Programming in Java	Swayam NPTEL	12 weeks	Y

4.h Recommended Value Added Courses (VAC)

Sr. No.	Name of the Value Added Course	Conducted by – Person / Institute / Industry	Course Duration	Certificate (Y / N)
1	OCAJP Certification	Yet to be finalised	Yet to be finalised	Y

4.i Study Material Distributed among Students

Tick if distributed among students					
GQ	Notes	Digital Content	PPT	EQ (updated till the Last Exam)	Other (Write Details)
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	

5. Consolidated Course Lesson Plan

	From (date/month/year)	To (date/month/year)	Total Number of Weeks
Semester Duration	11/01/2021		14

Week	Lecture no.	Module No.	Lecture Topics / IA 1 and IA 2 / BSA planned to be covered	Activities to be conducted (Quiz, Poll, Viva, Student Presentation, THT, any other)	Teaching Methodology (Power point, Video Clip, Simulation, Flipped Classroom, Group Discussion, any other)	Recommended Prior Viewing / Reading	
						Lecture No. (on LMS)	Chapter No. / Page Nos./ Books/ Web Site
1	1	1	Induction	Quiz, Poll	PowerPoint, Video clip		Ch1
	2	1	History, features , architecture and its components, Java Class File	Quiz	PowerPoint		Ch1
	3	1	Java Runtime Environment, The Java Virtual Machine, JVM Components,	Quiz, Video Lesson	PowerPoint		Ch1
2	4	1	The Java API, java platform, java development kit,	Fill in the blanks, Quiz	PowerPoint		Ch1
	5	1	Hello World	Identify the types, Quiz, Viva	PowerPoint, Simulation		Ch3
	6	1	Object Reference Types, Strings, Auto boxing	Quiz, THT,	PowerPoint, Simulation		Ch3, Ch4

				Unit Test			
	Self - Study		Primitive data types, Operators				
3	7	2	Iterations	Quiz, Poll, Viva	PowerPoint, Simulation, Flipped Classroom		Ch5
	8	2	Classes: Types of Classes, Scope Rules, Access Modifier, Instantiating Objects from a Class	Quiz	PowerPoint, Simulation		Ch5
	9	2	Classes: Initializing The Class Object And Its Attributes, Class Methods, Accessing A Method, Method Returning A Value, Method's Arguments	Quiz, Viva	PowerPoint, Simulation		Ch6
4	10	2	Method Overloading, Variable Arguments [Varargs]	Quiz	PowerPoint, Simulation		Ch6
	11	2	Constructors, this Instance	Quiz, Viva	PowerPoint, Simulation		Ch6,7
	12	2	Lambda Expressions	Quiz	PowerPoint, Simulation		Ch6,Ch8
5	13	2	Methods References, Type Annotations, Method Parameter Reflection	Quiz, Viva	PowerPoint, Simulation		
	14	2	Characteristics of Members of a class constants, static fields of a class, static methods of a class, garbage collection	Quiz, Unit Test	PowerPoint, Simulation		Ch6,7
		Self - Study	Control Flow Statements				
	15	3	Inheritance Implementation	Quiz, Poll, Viva	PowerPoint, Simulation, Flipped Classroom		Ch8
6	16	3	Default Base Class Constructors, this and super keywords	Quiz, Video Lesson	PowerPoint, Simulation		Ch8

	17	3	Abstract Classes and Interfaces, Abstract Classes, Abstract Methods	Quiz, Poll, THT	PowerPoint, Simulation		Ch8
	18	3	Interfaces, Multiple Inheritance, Classes V/s Interfaces	Spin the wheel, Viva	PowerPoint		Ch8
7	19	3	Packages: Creating Packages Default Package, Importing Packages	Fill in the blanks, Unit Test	PowerPoint, Simulation		Ch9
	Self – Study		Inheritance Derived Class Objects Inheritance and Access Control				
	20	5	Abstract Window Toolkit: Window Fundamentals	Quiz, Viva	PowerPoint, Simulation		Ch21
	21	5	Component, Container, Panel, Window, Frame, Canvas	Quiz, Poll	PowerPoint, Simulation		Ch21
8	22	5	Components – Labels, Buttons, Text Fields	Quiz	PowerPoint, Simulation		Ch21
	23	5	Check Boxes, Radio Buttons	Quiz	PowerPoint, Simulation		Ch21
	24	5	Choice Menus, Scrolling List, Scrollbars	Quiz, Viva	PowerPoint, Simulation		Ch21
9	25	5	Event Handling: Delegation Event Model Events, Event classes, Event listener interfaces	Quiz	PowerPoint, Simulation, Flipped Classroom		Ch22
	26	5	Using delegation event model	Quiz	PowerPoint		Ch22
	27	5	Adapter classes, Inner classes	Quiz, Viva	PowerPoint, Simulation		Ch22
10	28	5	Flow Layout, Border Layout, Card Layout	Quiz, Mini Project	PowerPoint, Simulation		Ch22

	Self – Study		Grid Layout				
	29	4	Arrays: One Dimensional Array	Quiz, Poll	PowerPoint, Simulation		Ch3
	30	4	Two-Dimensional Array	Quiz, Poll	PowerPoint, Simulation		Ch3
11	31	4	Vectors	Quiz, Viva	PowerPoint, Simulation		Ch15
	32	4	Multithreading the thread control methods, thread life cycle	Quiz	PowerPoint, Simulation, Video Clip		Ch11
	33	4	the main thread, creating a thread, extending the thread class.	Quiz, Viva	PowerPoint, Simulation		Ch11
12	34	4	Exceptions: Catching Java Exceptions Catching Run-Time Exceptions,	Find the errors	PowerPoint, Simulation		Ch10
	35	4	Handling Multiple Exceptions	Quiz	PowerPoint, Simulation		Ch10
	36	4	The finally Clause The throws Clause	Quiz, Viva	PowerPoint, Simulation		Ch10
13	37	4	Byte streams: reading console input Writing console output	Quiz	PowerPoint, Simulation		Ch13
	38	4	reading file, writing file	Quiz	PowerPoint, Simulation		Ch13
	39	4	Reading and writing binary data	Quiz, Viva	PowerPoint, Simulation		Ch13
14	40	4	writing file, reading file using character streams	Quiz	PowerPoint, Simulation		Ch13

	Self – Study	Multi – dimensional Arrays				
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6. Rubric for Grading and Marking of Term Work (inform students at the beginning of semester)

Lecture + Practical (% Attendance) & Marks	Assignments	Tutorial	Lab / Practical Performance	Lab Journal Assessment	Class Tests (Other than IA)	Total
Active Participation(10M)	3 Assignments	---	Practical Submission (100M) Scaled down to 20M		5 Test on Each Unit (10 M each)	30 M

7. Assignments / Tutorials Details (must attach print out of all questions together with AAP)

Assignment No.	Title of the Assignments / Tutorials	CO Map	Assignments given to Students on	Date of Submission
1	Java Basics, Use of Operators, Java Data Types	CO1	3 rd Week	4 th Week
2	Control flow, Iterations, Methods and Constructors	CO2	6 th Week	7 th Week
3	Inheritance, Packages	CO3	8 th Week	9 th Week

Analysis of Assignment / Tutorial Questions and Related Resources

Assignment No.	Week No.	Type* (√)			Module No.	Based on #			Question Type (√)	
		R	UQ	OBT		Text Book	Reference Book	Other Learning Resource	MU EQ	Thought Provoking
1	3	✓			1	4a(2)	4b(2)		✓	✓
2	6	✓			2	4a(2)	4b(2)		✓	✓
3	8	✓			3	4a(2)	4b(2)		✓	✓
5	9	(Mini Proj.)			5	4a(2)	4b(2)	✓		✓
4	11			✓	4	4a(2)	4b(2)		✓	✓

* Tick (√) the Type of the Assignment: Regular (R); Unannounced Quiz (UQ) ; Open Book Test for TY/SY/MASTERS (OBT)

Write number for Text book, reference book, other learning resource from this AAP – from Points 4.a to 4.d

8. Internal Assessment / Other Class Test / Open Book Test (OBT)/Take Home Test (THT) Details

Tests	Test Dates	Module No.	CO Map	IA Question Paper Pattern	Policy
1 st IA Test	6 th week	1,2	1,2	IA 1 (Descriptive 20M) (Scaled to 7.5) IA 2 (MCQ + Viva) 20 M (Scaled to 7.5)	No IA Re-test
2 nd IA Test	12 th week	3,4	3,4		IA is a Head of passing *
Pop Quiz	After each Unit	1-5	1-5		
Open Book Test	11 th week	2	2		
Take Home Test	2 nd & 6 th Week	2,3	2,3		
Class test	11 th Week	4	4		

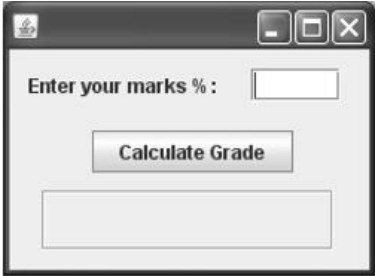
* IA failures will have to appear for re-test in next semester

9.a Practical Activities – Regular Experiments

Practical No.	Module No.	Title of the Regular Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1	1	<ol style="list-style-type: none"> Find Value of a Specific Expression <ol style="list-style-type: none"> $(101+0)/3$ $3.0e-6 * 10000000.1$ 24 & 35 $27 < < 5$ $(false \ \&\& \ false) (true \ \&\& \ true)$ Take user input for height(inches) and convert into feet and inches. Display the result in ft and in. 	Compilation execution in java	CO 1	

2	1	<ol style="list-style-type: none"> Prompt the user for 2 integers using command line argument and print sum, difference, product, average, maximum and minimum. Get the output as shown below if the user inputs a string 'D': A B A C B A D C B A Write a Java program that takes the user to provide a single character from the alphabet. Print Vowel or Consonant, depending on the user input. If the user input is not a letter (between a and z or A and Z), or is a string of length > 1, print an error message. 	Diverse types of operators, control flow statements	CO 2	
3	1	<ol style="list-style-type: none"> Design a class to represent a bank account. Include the following members: Data Members: 1) Name of the depositor 2)Account number 3) Type of account(Savings/Current) 4) Balance amount in the account(Minimum balance is Rs.500.00) Methods: 1) To read account number, Depositor name, Type of account 2)To deposit an amount (Deposited amount should be added with it) 3) To withdraw an amount after checking balance(Minimum balance must be Rs.500.00) 4) To display the balance Define a class Electbill that contains consumer details as follows:- Data members/Instance variable : cno (long) //consumer number cname (String) // consumer name cadd (String) // consumer address NOU(long) // to store number of units consumed Member functions / Methods : (i) Electbill() : Parameterised constructor to assign values to consumer number, consumer name and address 	Classes, Methods & Constructors	CO 2	

		<p>(ii) void display() : Display consumers details</p> <p>(iii) void calculate() :</p> <p>Calculate the monthly bill of consumer according to following slabs and it should also display the total amount to be paid</p> <table border="1"> <thead> <tr> <th>Number of units consumed</th> <th>Rate</th> </tr> </thead> <tbody> <tr> <td>1 – 100</td> <td>Rs 500/-rental charges only</td> </tr> <tr> <td>101 - 200</td> <td>Rs 1.00 per call + rental charges of Rs. 500</td> </tr> <tr> <td>201 - 300</td> <td>Rs 1.20 per call + rental charges of Rs. 500</td> </tr> <tr> <td>Above 300</td> <td>Rs 1.50 per call + rental charges of Rs. 500</td> </tr> </tbody> </table>	Number of units consumed	Rate	1 – 100	Rs 500/-rental charges only	101 - 200	Rs 1.00 per call + rental charges of Rs. 500	201 - 300	Rs 1.20 per call + rental charges of Rs. 500	Above 300	Rs 1.50 per call + rental charges of Rs. 500			
Number of units consumed	Rate														
1 – 100	Rs 500/-rental charges only														
101 - 200	Rs 1.00 per call + rental charges of Rs. 500														
201 - 300	Rs 1.20 per call + rental charges of Rs. 500														
Above 300	Rs 1.50 per call + rental charges of Rs. 500														
4	2	<ol style="list-style-type: none"> Create a class Employee with a name & salary. Create a class Manager inherited from Employee. Add an instance variable department. Create a class Executive inherit from Manager and add an instance variable location. Write the class definitions, the constructors and methods that read and display the information. Design an abstract class called Shape which has three subclasses say Triangle, Rectangle, and Circle. Define one method area () in the abstract class and override this area () in these three subclasses to calculate for specific object i.e. area () of Triangle subclass should calculate area of triangle etc. Same for Rectangle and Circle. 	Overriding	CO 2											
5	3	<ol style="list-style-type: none"> Write a Java program to create an interface Area with one method AreaCompute() with 2 float parameters. Design 2 classes Rectangle and Circle implementing the Area Interface. Input should be taken from the user using Buffered Reader class. Define 2 packages (i) Prime (ii) Factorial. Write a Java program to create a class PrimeFact to import these packages. 	Interface & Packages	CO 3											
6	3	<ol style="list-style-type: none"> Write a Java program to move all 0's to the end of an array. Maintain the relative order of the other (non-zero) array elements. Write a Java program to create an array of its anti-diagonals from a given square matrix. 	Manipulation in arrays	CO 3											
7	4	<ol style="list-style-type: none"> Create a class student with attributes roll no, name, age and course. Initialize values through parameterized constructor. If age is not between 15 and 21 then generate a user defined exception "Age not within the range". 	Exception Handling, Use of Runnable and Thread	CO 4											

		<p>2. Write a Java program for generating 4 threads to do the following operations.</p> <p>(a)getting n numbers</p> <p>(b)printing even numbers</p> <p>(c)printing odd numbers</p> <p>(d)printing square of a numbers</p>			
8	4	<p>1. Write an AWT Program to design the Following GUI.</p>  <p>2. Develop a GUI application using Java AWT to present a set of stationary items (combo box) to the user. When the user clicks on a particular stationary item, display the price of the item.</p>	AWT	CO 5	

9.b Practical Activities – Newly Added Experiments

Practical No.	Module No.	Title of the Newly Added Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1	2	Demonstrate the use of Lambda Expressions a. Arithmetic operations b. Event handling	Lambda Expressions	CO2	

9.c Practical Activities – PBL Experiments

Practical No.	Module No.	Title of the PBL Experiments	Concepts to be highlighted	CO Map	Audit / Quality (0 to 4)
1	5	Build a GUI Application to schedule appointments	GUI in java	CO5	

10. Beyond Syllabus Activities for Gap Mitigation

No.	Type of the Activity	Activities	Details – no of attendees, guest, feedback, mark sheet, report
1	Interaction with Outside World	Guest Lecture / Workshops	
2		Industrial Visit	

3	Test and Assessments	Class Tests – (other than IA)	Yes (Unit Test)	
4		Mini Projects	Yes	
5		Pop Quiz		
6		Mobile App Based Quiz		
7		Open Book Test	Yes	
8		Take Home Test	Yes	
9		Collaborative and Group Activity	Poster Presentation	
10			Minute Papers	Yes
11	Students Seminar			
12	Students Debates			
13	Panel Discussion / Mock GD			
14	Mock Interview			
15	Coding Competition			
16	Co-curricular Courses	MOOC-NPTEL/Coursera Videos	Yes	
17		Value Added Courses	Yes	
18		Lecture Capture Usage		

*** Do not delete any activity. Give details for planned events. Write 'NA' for activity Not Planned.**

Consolidated Academic Administration Plan Prepared by (mention all theory teaching faculty names with signature)

Faculty 1 Name (Sign.)
Ms. Ketaki Ghawali

Faculty 2 Name (Sign.)
Ms. Seema Murkar

External Industry Mentor (Sign.)

External Academic Mentor (Sign.)

VSIT Cluster Mentor Name (Sign.)

Head of Dept. (Sign.)

Version 2020-21

The academic resources available in VSIT –

VMIS (ERP)	V-Refer and V-Live	VSIT Library	VAC & MOOC Courses
Institute & Department Vision and Mission	Former IA question papers and solutions (prepared by faculty)	Former IA question papers solutions - hardcopy	Value Added Courses (VAC) are conducted throughout the semester & in the semester break - Enrol for the VACs
Program Educational Objectives (PEO)	MU end semester examination question papers and solutions (prepared by faculty)	MU end semester exam question paper & solutions - by faculty, hardcopy	
Program Specific Outcome (PSO)	Class notes and Digital Content for the subject (scanned / typed by faculty)	All text books, reference books, e -books mentioned in the syllabus & AAP	Online courses from NPTEL, Coursera etc. are pursued throughout the semester - Register for the course & get certified
Program Outcome (PO)	Comprehensive question bank, EQ, GQ, PPT, Class Test papers	Technical journals and magazines for reference	
Departmental Knowledge Map	Academic Administration Plan & Beyond Syllabus Activity report	VSIT library is member of IIT Bombay Library	Watch former lectures captured in LMS at VSIT

1.a Course Objectives (write in detail – follow NBA guideline in this regard)

Cognitive	What do you want students to know?	Fundamental statistical concepts and some of their applications in science and society.
Affective	What do you want students to think / care about?	Students should be able to think critically about the quantitative information we encounter every day.
Behavioural	What do you want students to be able to do?	Correctly identify the appropriate statistical technique that is used to solve the given problem.

1.b Course Outcome (CO) Statements and Module-Wise Mapping (follow NBA guideline)

CO No.	Statements	Related Module/s
CO1	Able to summarize the information present in the given data set and also gives an idea around which value the data observation is clustered.	1
CO2	Understand the complementary relationship of skewness with measures of central tendency and dispersion in describing a set of data.	2
CO3	To be able to infer information about a population from samples drawn from it. And also to make decisions about populations on the basis of sample information.	3
CO4	To determine whether the difference between the observed and expected values is statistically significant.	4
CO5	Able to identify the strength and direction of a linear relationship between two variables using correlation and to predict how much a dependent-variable changes based on adjustments to an independent variable using regression.	5

1.c Mapping of COs with POs (mark S: Strong, M: Moderate, W: Weak, Dash ‘-’: not mapped)

	PO 1	PO 2	PO 3	PO 4	PO 5	PO 6	PO 7	PO 8	PO 9	PO 10	PO 11	PO 12
CO 1												
CO 2												
CO 3												

CO 4												
CO 5												

1.d Mapping of COs with PSOs (mark S: Strong, M: Moderate, W: Weak, Dash '-':not mapped)

	PSO 1	PSO 2	PSO 3	PSO 4
CO 1				
CO 2				
CO 3				
CO 4				
CO 5				

1.e Teaching and Examination Scheme (As specified by the University) for the Course

Categories	Mathematics	Computing / IT / Electronics	Humanities & Soft Skill	Social Sciences	Commerce	Management	Multidisciplinary
Tick suitable category	✓						

Subject Code	Subject Name	Teaching Scheme			Credits Assigned			
		Theory	Practical	Tutorial	Theory	TW/Practical	Tutorial	Total
USIT 403	Computer oriented statistical techniques	75	50	--	2	2	--	4

Subject Code	Subject Name	Examination Scheme								
		Theory Marks IA Test				End Sem. Exam Marks	TW	Practical	Oral	Total
		IA 1	IA 2	Sum of IA1 and IA2	Active Participation					
USIT 403	Computer oriented statistical techniques	7.5	7.5	15	10	75	25	50	--	150

1.f Faculty-Wise Distribution of all Lecture-Practical-Tutorial Hours for the Course

Divisions	Lecture (Hrs.)	Practical (Hrs.)				Tutorial (Hrs.)			
		Batch 1	Batch 2	Batch 3	Batch 4	Batch 1	Batch 2	Batch 3	Batch 4
Div 1	3	1.5	NA	NA	NA	NA	NA	NA	NA
Div 2	3	1.5	NA	NA	NA	NA	NA	NA	NA
Div 3	3	1.5	NA	NA	NA	NA	NA	NA	NA
Div F	3	1.5	NA	NA	NA	NA	NA	NA	NA

1.g**Office Hours (Faculty will be available in office in this duration for solving students' query)**

Division	Day	Time (at least 1 Hr. / Division)	Venue (Office Room No.)
Div 1	Monday	3.00 pm to 4.00 pm	MS Teams
Div 2	Tuesday	3.00 pm to 4.00 pm	MS Teams
Div 3	Wednesday	3.00 pm to 4.00 pm	MS Teams
Div F	Thursday	3.00 pm to 4.00 pm	MS Teams

2.a**Syllabus: Module Wise Teaching Hours and % Weightage in University Question Paper**

Module No.	Module Title and Brief Details	Teaching Hrs. for each module	% Weightage in University Question Papers
1	Measures of central tendency and measures of dispersion	8	20
2	Moments, Skewness & kurtosis, Elementary probability theory, Elementary sampling theory	8	20
3	Statistical estimation theory, Statistical decision theory, Statistics in R	8	20
4	Small sampling theory, The Chi-Square test	8	20
5	Curve fitting and correlation theory	8	20
* Insert rows for more modules in the Course			
Total		40 Hrs	100

2.b**Prerequisite Courses**

No.	Semester	Name of the Course	Topic/s
1	B.Sc.IT Sem I	Discrete Mathematics	Counting and Probability
2	B.Sc.IT Sem II	Numerical & statistical methods	Least square regression, random variables & distributions
3	FY, SY JC	Mathematics & Statistics	Permutation, combinations, Binomial theorem, probability distribution, Bernoulli trials

2.c**Relevance to Future Courses**

No.	Semester	Name of the Course
1	MBA	Operational research
2	MCA	Statistical computing

2.d**Real Life Application Mapping – Mention Application from Very Common Day to Day Life**

No.	Real Life Application Mapping with the Course
1	Stock analysts use statistical computer models to forecast what is happening in the economy.
2	Companies use sampling technique for Quality testing of the products.
3	Statistics of sports player make the match or game more interesting and provide ground for fans to argue about the dominance of their favourite player in the game.
4	Weather forecasting is done which uses statistics that compare prior weather conditions with current weather.
5	Insurance companies use statistics to determine the insurance value of commodities from cars to houses and so on.
6	Scientists use statistics to validate rate of effectiveness before any drug can be prescribed. Statistics are behind every medical study you hear about.

3.**Past Results – Division-Wise and Topic-Wise Result Based Analysis**

Details	Target May 2021	Apr 2020	Apr 2019	Apr 2018
Course Passing % – Average of 6 Divisions	100 %	99.12	84.94	81.58%
Marks Obtained by Course Topper (mark/100)	100	100	86	90

Year	Division A		Division B		Division C	
	Initials of Teacher	% Result	Initials of Teacher	% Result	Initials of Teacher	% Result
Apr 2020	TS	98.31	TS	100	TS	98.44
Apr 2019	SJD	91.30	SSP	89.47	SJD	70.69
Apr 2018	SSP	83.33	SSP	80.65	SSP	89.47
Year	Division D		Division E		Division F	
	Initials of Teacher	% Result	Initials of Teacher	% Result	Initials of Teacher	% Result
Apr 2020	TS	100	MGJ	100	MGJ	97.06
Apr 2019	SSP	81.67	SJD	84.91	SJD	94.29
Apr 2018	SJD	79.03	SJD	71.64	SJD	92.86

Topics which affect results negatively	Module Number	Recommendations to overcome these issues & improve result in future
Tests of hypothesis	3	More problems can be discussed.
Sampling theory of correlation	5	More problems can be discussed.

4**All the Learning Resources – Books and E-Resources****4.a****List of Text Books (T – Symbol for Text Books) to be Referred by Students**

Sr. No	Text Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Statistics	Murray R. Spiegel, Larry J. Stephens	McGRAW-HILL international	4 th	All units

4.b List of Reference Books (R – Symbol for Reference Books) to be Referred by Students

Sr. No	Reference Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Fundamental of mathematical statistics	S.C.Gupta & V.K.Kapoor	Sultan chand and sons	11 th	All units
2	Mathematical Statistics	J.N.Kapur and H.C.Saxena	S. Chand	12 th	All units
3	A Practical approach using R	R.B.Patil, H.J.Dand and R.Bhavsar	SPD	1 st	Practical

4.c List of E - Books (E – Symbol for E-Books) to be Referred by Students

Sr. No	E- Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Statistics	Murray R. Spiegel, Larry J. Stephens	McGRAW-HILL international	4 th	All units
2	Mathematical & Statistical anxiety https://www.doabooks.org	Kinga morsanyi	Frontiers media SA	1 st	All

4.d Web Links and Names of Magazines, Journals, E-journals – [VSIT is member of IIT Bombay Library]

Refer online journals subscribed in VSIT library. You can also access IIT Bombay online library for journals from IITB campus.

Sr. No.	Web-Links and Names of Journals and E-Journals Recommended to Students for this Course	Web-Links and Names of Magazines Recommended to Students for this Course	Module Nos.
1	Open Journal of statistics http://www.scirp.org/journal/ojs/	Quanta magazine https://www.quantamagazine.org/mathematics/	All
2	International Journal of Statistics and Analysis(IJSA) https://www.ripublication.com/ijsa.htm	Significance magazine https://www.significancemagazine.com/	All
3	Statistics and Computing - Springer https://link.springer.com/journal/11222	World of Statistics www.worldofstatistics.org/	All
4	Journal of Statistical Software https://www.jstatsoft.org/	Discover Magazine discovermagazine.com/tags/?tag=statistics	1,3
5	Annals of Probability https://www.imstat.org/journals-and-publications/annals-of-probability/	Statistics' Magazine www.nsi.bg/en/content/14953/публикация/'statistics'-magazine-issue-12017	2

4.e Module Best Available in - Tick the best resource [from 4.a to 4.d in this AAP] & give details

Module No.	Category (Please Tick Mark) - √						Available In VSIT Library?		Details of the Resource (i.e. Name, Chapter & Page No., etc.)
	Book			Magazine	Journals		Y	N	
	Text	Reference	E-Book		Regular	E-Journal			
1	✓		✓				✓		Statistics pg no.3.1 to 4.30
2		✓					✓		Mathematical Statistics pg no.53 to 60
3	✓		✓				✓		Statistics pg no.9.1 to 10.30
4		✓					✓		Fundamental of mathematical statistics pg no.14.1 to 15.56
5	✓		✓				✓		Statistics pg no.13.1 to 14.39

4.f Web Links for Online Notes/YouTube/VSIT Digital Content/ NPTEL Videos

Students can view lectures by VIT professors, captured through LMS 'Lecture Capture' in VIT campus for previous years.

No.	Websites / Links	Module Nos.
1	VSIT Digital content https://drive.google.com/open?id=1sqTfdhBhFsQrv1GWUuUdzJBxLOW-IWF	All units
2	YouTube videos on Probability and Statistics by Khan Academy https://www.youtube.com/watch?v=uhxtUt_-GyM&list=PL1328115D3D8A2566	1,2,4
3	Statistics course NPTEL by Maruf mohd https://www.youtube.com/watch?v=53ONuP3XMnA&index=27&list=PLFP-IMQJonXf0JeQyBPI64gDmcqDF60IR	3
4	Curve fitting and method of least square https://www.youtube.com/watch?v=3hz6Tb1i2FY	5
5	Intro to Hypothesis Testing in Statistics - Hypothesis Testing Statistics Problems & Examples https://www.youtube.com/watch?v=VK-rnA3-41c	4
6	Null and Alternate Hypothesis - Statistical Hypothesis Testing https://www.youtube.com/watch?v=Qlxt0HmuOo	3
7	Correlation and Regression https://www.youtube.com/watch?v=vvv9DhUrziY&list=PLLgJVrtHe9RpisPfpKqlmBKX-IDwohU_H	5
8	Normal distribution https://www.youtube.com/watch?v=NbWrFFCq2Ks	3
9	t-test and chi square test https://www.youtube.com/watch?v=l10q6fjPxJ0	4
10	Statistical Estimation Theory https://www.youtube.com/watch?v=VK-rnA3-41c	3

4.g Recommended MOOC Courses like Coursera / NPTEL / MIT-OCW / edX etc.

Sr. No.	MOOC Course Link	Course conducted by – Person / University / Institute / Industry	Course Duration	Certificate (Y / N)
1	Workshop in Probability and Statistics https://www.udemy.com/statshelp/	Udemy	22.5Hrs	Y(paid)
2	Statistics for Data analysis using R https://www.udemy.com/statistics-using-r/	Udemy	12.5Hrs	Y(paid)

4.h Recommended Value Added Courses (VAC)

Sr. No.	Name of the Value Added Course	Conducted by – Person / Institute / Industry	Course Duration	Certificate (Y / N)

4.i Study Material Distributed among Students

Tick if distributed among students					
GQ	Notes	Digital Content	PPT	EQ (updated till the Last Exam)	Other (Write Details)
√	√	√	√	√	Merit batch questions, Remedial questions, Videos

5. Consolidated Course Lesson Plan

	From (date/month/year)	From (date/month/year)	Total Number of Weeks
Semester Duration	11/01/2021	30/04/2021	16

Week	Lecture no.	Module No.	Lecture Topics / IA 1 and IA 2 / BSA planned to be covered	Activities to be conducted (Quiz, Poll, Viva, Student Presentation, THT, any other)	Teaching Methodology (Power point, Video Clip, Simulation, Flipped Classroom, Group Discussion, any other)	Recommended Prior Viewing / Reading	
						Lecture No. (on LMS)	Chapter No. / Page Nos./ Books/ Web Site
1	1	I	Induction, Mean, Median, Mode of raw data	Video, Poll	Power point, Droid		Statistics 3.1/61
	2		Mean, Median, Mode of frequency distribution	Viva	Power point, Droid		Statistics 3.2 to 3.6/62-64
	3		Mean, Median, Mode of grouped data Geometric Mean, Harmonic Mean	Viva, THT	Power point, Droid		Statistics 3.7 to 3.8/65-66
2	4		Quartile, Deciles & Percentiles	Viva, THT	Power point, Droid		Statistics 3.9/66-68
	5		Quartile, Deciles & Percentiles	Quiz	Power point, Droid		Statistics 4.1/95
	Self-Study		Absolute and Relative Dispersion	Poll			Statistics 4.7/100
	6		Dispersion- Range, Mean Deviation, Standard Deviation & Variance	Viva	Power point, Droid		Statistics 4.2/95 to 4.3/96
3	7		Dispersion- Standard Deviation & Variance	Viva, Video	Power point, Droid		Statistics 4.5/99
	Self-Study		Range	THT			

	8		Semi interquartile Range	Quiz	Power point, Droid		Statistics 4.7/100
	9	II	Raw Moments	Video, Poll	Power point, Droid		Mathematical Statistics pg 53
4	10		Central Moments	Viva	Power point, Droid		Mathematical Statistics pg 55
	11		Skewness	Viva	Power point, Droid		Mathematical Statistics pg 55
	12		Kurtosis	Viva, THT	Power point, Droid		Mathematical Statistics pg 56
5	Self-Study		Introduction to Probability	THT			Statistics 6.1
	13		Set theory and Venn Diagram	Viva	Power point, Droid		Statistics 6.5
	14		Conditional Probability, Random Variables	Pop Quiz	Power point, Droid		Statistics 6.5
	Self-Study		Dependent and independent Events	THT			Statistics 6.5
	15		Normal, Binomial Distribution	Viva, THT	Power point, Droid		Statistics pg.6.10
6	16		Elementary Sampling Theory	Quiz	Power point, Droid		Statistics pg.6.10
	17	V	Curve fitting, The method of least square, least square lines	Video, Poll	Power point, Droid		Statistics 13.1 to 13.3
	Self-Study		Curve Fitting	THT			Statistics 13.4 to 13.5
	Self-Study		Freehand method of curve Fitting	THT			Statistics 13.4 to 13.5
	18		Least square parabola	Viva, poll	Power point, Droid		Statistics 13.5 to 13.6
7	19		Regression	Viva	Power point, Droid		Statistics 13.6
	20		Linear correlation	Viva	Power point, Droid		Statistics 14.1-14.3
	21		Standard Error of Estimate	OBT	Power point, Droid		Statistics 14.4
8	22		Coefficient of correlation	Viva, THT	Power point, Droid		Statistics 13.6
	23		Sapling Theory of Correlation	Poll	Power point, Droid		Statistics 13.6
	24		Sapling Theory of Regression	Quiz	Power point, Droid		Statistics 13.6
9	25	III	Sampling theory	Viva	Power point, Droid		Mathematical statistics pg 440
	Self-Study		Sample and Population	THT			Mathematical statistics pg 444
	Self-Study		Types of sampling	THT			Mathematical statistics pg 445
	26		Confidence Interval estimates	Viva, Poll	Power point, Droid		Mathematical statistics pg 448
	27		Statistical Hypothesis	Viva	Power point, Droid		Statistics pg 9.1
10	28		Two tailed and one tailed tests	Viva, THT	Power point, Droid		Statistics pg 9.1-9.2
	29		Type I and Type II errors, Level of significance	Video, THT	Power point, Droid		Statistics pg 9.1-9.2
	30		Z score of Mean and proportions	Viva, THT	Power point, Droid		Statistics pg 10.2

11	31		Hypothesis Testing	Viva, THT	Power point, Droid		
	32		P values for hypothesis testing	Quiz	Power point, Droid		Statistics pg 10.3
	33	IV	Students t-distribution	Viva, Poll	Power point, Droid		Fundamentals of mathematical statistics pg 16.1
	Self-Study		Small Samples	THT			Fundamentals of mathematical statistics pg 16.1
12	34		Tests of hypotheses and significance	Viva, Video	Power point, Droid		Statistics 11.3
	35		The Chi-square distribution	Poll	Power point, Droid		Fundamentals of mathematical statistics pg 15.1
	36		Yates correction for continuity	Viva, THT	Power point, Droid		Fundamentals of mathematical statistics pg 15.36
13	37		Degree of freedom	Viva, Video	Power point, Droid		Statistics 11.5
	Self-Study		Confidence Intervals	THT			
	38		The F distribution	Viva	Power point, Droid		Fundamentals of mathematical statistics pg 16.26
	39		Observed and theoretical frequencies	Viva	Power point, Droid		Statistics 12.1
14	40		Goodness of fit, Contingency tables	Quiz	Power point, Droid		Fundamentals of mathematical statistics pg 15.26, 15.31

6.

Rubric for Grading and Marking of Term Work (inform students at the beginning of semester)

Lecture + Practical (% Attendance) & Marks	Assignments	Tutorial	Lab / Practical Performance	Lab Journal Assessment	Class Tests (Other than IA)	Other (1) Specify	Other (2) specify	Total
Active Participation (10)	3 assignments	-	Practical Submission (100) Scaled down to 20		5 Tests on each unit (10)			30

7.

Assignments / Tutorials Details (must attach print out of all questions together with AAP)

Assignment No.	Title of the Assignments / Tutorials	CO Map	Assignments given to Students on	Date of Submission
1	Measures of central tendency, measures of dispersion	1	3 rd week	4 th week

2	Moments, Skewness, Kurtosis & Probability, and curve Fitting	2,3	8 th week	9 th week
3	Statistical decision theory and statistical estimation theory	4,5	12 th week	13 th week

Analysis of Assignment / Tutorial Questions and Related Resources

Assignment No.	Week No.	Type* (✓)			Module No.	Based on #			Question Type (✓)	
		R	UQ	OBT		Text Book	Reference Book	Other Learning Resource	MU EQ	Thought Provoking
1	4	✓			1	✓				
2	10	✓			2	✓				
3	15	✓			3	✓	✓			✓

* Tick (✓) the Type of the Assignment: Regular (R); Unannounced Quiz (UQ) ; Open Book Test for TY/SY/MASTERS (OBT)

Write number for Text book, reference book, other learning resource from this AAP – from Points 4.a to 4.d

8.

Internal Assessment / Other Class Test / Open Book Test (OBT)/Take Home Test (THT) Details

Tests	Test Dates	Module No.	CO Map	IA Question Paper Pattern	Policy
1 st IA Test	Week 6	1,2		IA 1 (Descriptive)- 20 Marks (Scaled to 7.5)	No IA Re-test IA is a Head of passing *
2 nd IA Test	Week 12	3, 5		IA 2 (20 MCQs + Viva)- 20 Marks (Scaled to 7.5)	
Pop Quiz	Week 5	2			
Open Book Test	Week 7	5			
Take Home Test	Week 10	3			
Class tests / prelims					
Class tests / prelims					
Any other test/exams					

* IA failures will have to appear for re-test in next semester

9.a

Practical Activities – Regular Experiments

Practical No.	Module No.	Title of the Regular Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1		Using R execute the basic commands, array, list and frames			

2		Create a Matrix using R and Perform the operations addition, inverse, transpose and multiplication operations.			
3		Using R Execute the statistical functions: mean, median, mode, quartiles, range, inter quartile range histogram.		1	
4		Using R import the data from Excel / .CSV file and Perform the above functions.			
5		Using R import the data from Excel / .CSV file and Calculate the standard deviation, variance, co-variance.		1	
6		Using R import the data from Excel / .CSV file and draw the skewness.		2	
7		Import the data from Excel / .CSV and perform the hypothetical testing, Chi square test.		3,4	
8		Using R perform the binomial and normal distribution on the data		3	
9		Perform the Linear Regression using R.		5	
10		Compute the Least squares means using R.		5	

9.b Practical Activities – Newly Added Experiments

Practical No.	Module No.	Title of the Newly Added Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1					

9.c Practical Activities – PBL Experiments

Practical No.	Module No.	Title of the PBL Experiments	Concepts to be highlighted	CO Map	Audit / Quality (0 to 4)
1					
2					

10. Beyond Syllabus Activities for Gap Mitigation

No.	Type of the Activity	Activities	Details – no of attendees, guest, feedback, mark sheet, report
-----	----------------------	------------	--

1	Interaction with Outside World	Guest Lecture / Workshops	Quality testing, Estimation and prediction
2		Industrial Visit	
3	Test and Assessments	Class Tests – (other than IA)	Quiz at the end of each unit
4		Mini Projects	
5		Pop Quiz	5 th week on module 2(Multiple choice questions)
6		Mobile App Based Quiz	
7		Open Book Test	7 th week (module 5)
8		Take Home Test	10 th week (module 3)
9	Collaborative and Group Activity	Poster Presentation	
10		Minute Papers	
11		Students Seminar	
12		Students Debates	
13		Panel Discussion / Mock GD	
14		Mock Interview	
15	Co-curricular Courses	MOOC-NPTEL/Coursera Videos	Workshop in Probability and Statistics https://www.udemy.com/statshelp/ Statistics for Data analysis using R https://www.udemy.com/statistics-using-r/
16		Value Added Courses	
17		Lecture Capture Usage	Yes

*** Do not delete any activity. Give details for planned events. Write 'NA' for activity Not Planned.**

Consolidated Academic Administration Plan Prepared by (mention all theory teaching faculty names with signature)

Ms. Maitreyi Joglekar
Faculty 1 Name

Ms. Geeta Sahu
Faculty 2 Name

External Industry Mentor

External Academic Mentor

Mr. Umesh Koyande
VSIT Cluster Mentor Name (Sign.)

Consolidated Academic Administration Plan for the Course
USIT 402 Introduction to Embedded Systems – Sem. IV
B.Sc. (Information Technology)– 2020-2021 – Even Semester
Mr. Umesh Koyande, Mr. Kiran Datar.

The academic resources available in VSIT –

VMIS (ERP)	V-Refer and V-Live	VSIT Library	VAC & MOOC Courses
Institute & Department Vision and Mission	Former IA question papers and solutions (prepared by faculty)	Former IA question papers solutions - hardcopy	Value Added Courses (VAC) are conducted throughout the semester & in the semester break - Enrol for the VACs
Program Educational Objectives (PEO)	MU end semester examination question papers and solutions (prepared by faculty)	MU end semester exam question paper & solutions - by faculty, hardcopy	
Program Specific Outcome (PSO)	Class notes and Digital Content for the subject (scanned / typed by faculty)	All text books, reference books, e -books mentioned in the syllabus & AAP	Online courses from NPTEL, Coursera etc. are pursued throughout the semester - Register for the course & get certified
Program Outcome (PO)	Comprehensive question bank, EQ, GQ, PPT, Class Test papers	Technical journals and magazines for reference	
Departmental Knowledge Map	Academic Administration Plan & Beyond Syllabus Activity report	VSIT library is member of IIT Bombay Library	Watch former lectures captured in LMS at VSIT

1.a Course Objectives (write in detail – follow NBA guideline in this regard)

Cognitive	What do you want students to know?	The basic concepts and terminology of embedded systems Understand embedded system architecture
Affective	What do you want students to think / care about?	Determine the optimal composition and characteristics of an embedded system.
Behavioural	What do you want students to be able to do?	Design and program embedded system at basic level Build mini project based on microcontroller.

1.b Course Outcome (CO) Statements and Module-Wise Mapping (follow NBA guideline)

CO No.	Statements	Related Module/s
CO1	Understand the basic concepts of embedded systems	Unit 1
CO2	Familiarise with characteristics and attributes of embedded systems	Unit 1
CO3	Demonstrate knowledge and understanding hardware software codesign techniques for microcontroller based embedded systems	Unit 3
CO4	Program microcontrollers in C using IDE and debugging techniques	Unit 4
CO5	Design, Development and planning of embedded systems based projects	Unit 5

1.c Mapping of COs with POs (mark S: Strong, M: Moderate, W: Weak, Dash ‘-’: not mapped)

	PO 1	PO 2	PO 3	PO 4	PO 5	PO 6	PO 7	PO 8	PO 9	PO 10	PO 11	PO 12
CO 1												
CO 2												

CO 3												
CO 4												
CO 5												

1.d Mapping of COs with PSOs (mark S: Strong, M: Moderate, W: Weak, Dash '-':not mapped)

	PSO 1	PSO 2	PSO 3	PSO 4
CO 1				
CO 2				
CO 3				
CO 4				
CO 5				

1.e Teaching and Examination Scheme (As specified by the University) for the Course

Categories	Mathematics	Computing / IT / Electronics	Humanities & Soft Skill	Social Sciences	Commerce	Management	Multidisciplinary
Tick suitable category		✓					

Subject Code	Subject Name	Teaching Scheme			Credits Assigned			
		Theory	Practical	Tutorial	Theory	TW/Practical	Tutorial	Total
USIT402	Embedded Systems	75	50	--	2	2	--	4

Subject Code	Subject Name	Examination Scheme								
		Theory Marks IA Test			Active participation	End Sem. Exam Marks	TW	Practical	Oral	Total
		IA 1	IA 2	Sum of IA1 and IA2						
USIT402	Embedded Systems	7.5	7.5	15	10	75	25	50	150	

1.f Faculty-Wise Distribution of all Lecture-Practical-Tutorial Hours for the Course

Divisions	Lecture (Hrs.)	Practical (Hrs.)				Tutorial (Hrs.)			
		Batch 1	Batch 2	Batch 3	Batch 4	Batch 1	Batch 2	Batch 3	Batch 4
Div 1	3	1.5	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.
Div 2	3	1.5	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.
Div 3	3	1.5	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.
Div F	3	1.5	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.

1.g Office Hours (Faculty will be available in office in this duration for solving students' query)

Division	Day	Time (at least 1 Hr. / Division)	Venue (Office Room No.)
Div 1	Tuesday	3:00 pm -4:00 pm	MS Teams
Div 2	Tuesday	3:00 pm -4:00 pm	MS Teams
Div 3	Tuesday	3:00 pm -4:00 pm	MS Teams
Div F	Tuesday	3:00 pm -4:00 pm	MS Teams

2.a Syllabus: Module Wise Teaching Hours and % Weightage in University Question Paper

Module No.	Module Title and Brief Details	Teaching Hrs. for each module	% Weightage in University Question Papers
1	Introduction & Core of embedded systems	9	20
2	Embedded Hardware, Peripherals	6	20
3	8051 Microcontrollers, Programming in C	8	20
4	Designing Embedded System with 8051 Microcontroller	8	20
5	Real Time Operating System (RTOS), Design and Development	9	20
Total		40 hrs	100 %

2.b Prerequisite Courses

No.	Semester	Name of the Course	Topic/s
1	B.Sc. IT Sem I	Operating System	Operating system basics, types of operating systems, Real-Time Characteristics, Selection, Process of an RTOS, Device driver
2	B.Sc. IT Sem I	Imperative Programming	Data types and time delay in 8051 C, basic C Programming
3	B.Sc. IT Sem II	Microprocessor Architecture	All

2.c Relevance to Future Courses

No.	Semester	Name of the Course
1	B.Sc.IT Sem V	Internet of things
2	B.Sc.IT Sem V & VI	Project based on Embedded System
3	M.Sc. IT Sem III	Embedded Systems
4	M.Sc. IT Sem IV	Design of Embedded Control Systems

2.d**Real Life Application Mapping – Mention Application from Very Common Day to Day Life**

No.	Real Life Application Mapping with the Course
1	Healthcare – ECG, MRI
2	Consumer Electronics – Digital Camera, Set top boxes, Smart TV
3	Automobiles – Motor and cruise control systems, ABS, Airbags

3.**Past Results – Division-Wise and Topic-Wise Result Based Analysis**

Details	Target – May 2021	April 2020	April 2019	April 2018
Course Passing % – Average of 6 Divisions	100 %	99.42%	95.78%	95.61 %
Marks Obtained by Course Topper (mark/100)	100	96	96	98

Year	Division A		Division B		Division C	
	Initials of Teacher	% Result	Initials of Teacher	% Result	Initials of Teacher	% Result
April 2020	SMS	100	SMS	100	USK	98.44
April 2019	SMS	97.10	MGJ	100	SMS	87.93
April 2018	KYD	96.97	KYD	95.16	SMS	98.25

Year	Division D		Division E		Division F	
	Initials of Teacher	% Result	Initials of Teacher	% Result	Initials of Teacher	% Result
April 2020	SMS	100	SMS	100	USK	97.06
April 2019	MGJ	93.33	SMS	98.11	USK	100
April 2018	SMS	95.16	SMS	92.54	USK	96.43

Topics which affect results negatively	Module Number	Recommendations to overcome these issues & improve result in future
Memory interfacing	III	Video based on the topic can be shown.
Memory Testing	II	Assignment based on Memory testing

4**All the Learning Resources – Books and E-Resources****4.a****List of Text Books (T – Symbol for Text Books) to be Referred by Students**

Sr. No	Text Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Embedded Systems	Ghoshal Subrato	Cengage Learning Asia	-	Unit 1, 2
2	8051 Microcontrollers	Ayala Kenneth	West Publishing Company	-	Unit 3,4

4.b List of Reference Books (R – Symbol for Reference Books) to be Referred by Students

Sr. No	Reference Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Programming Embedded Systems in C and C++	Michael Barr	O'Reilly	First	2
2	Introduction to embedded systems	Shibu K V	Tata Mcgraw-Hill	First	1, 2 & 5
3	The 8051 Microcontroller and Embedded Systems	Muhammad Ali Mazidi	Pearson	Second	3 & 4
4	Embedded Systems	Rajkamal	Tata Mcgraw-Hill	Second	4

4.c List of E - Books (E – Symbol for E-Books) to be Referred by Students

Sr. No	E- Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Programming Embedded Systems in C and C++	Michael Barr	O'Reilly	First	2
2	Embedded systems Notes https://nptel.ac.in/downloads/108105057/	NPTEL			2,3 & 5
3	Introduction to Embedded Systems https://www.pdfdrive.com/embedded-systems-lee-and-seshia-introduction-to-embedded-e6263456.html	Lee & Seshia			1 to 4
4	So you wanna be an Embedded Engineer https://www.pdfdrive.com/so-you-wanna-be-an-embedded-engineer-the-guide-to-embedded-engineering-from-consultancy-to-the-corporate-ladder-e157696008.html	Lewin A. R.W.Edwards	Newnes		1,2,3

4.d Web Links and Names of Magazines, Journals, E-journals – [VIT is member of IIT Bombay Library]

Refer online journals subscribed in VIT library. You can also access IIT Bombay online library for journals from IITB campus.

Sr. No.	Web-Links and Names of Journals and E-Journals Recommended to Students for this Course	Web-Links and Names of Magazines Recommended to Students for this Course	Module Nos.
1	E Journal: http://www.sciepub.com/journal/jes	Electronics for you - https://efy.in/electronics-for-you/	All
2	Explore IEEE digital library http://ieeexplore.ieee.org/Xplore/home.jsp	https://www.electronicweekly.com/market-sectors/embedded-systems/	All
3	International Journal of Embedded System and Communication System by Global Research Publication	Real world Embedded System magazine - http://www.rtcmagazine.com/	All
4	STM Journal: http://stmjournals.com/Journal-of-Embedded-System-and-Applications.html#:~:text=Research%20%26%20Reviews%3A%20A%20Journal%20of%20Embedded%20System%20%26%20Applications%20(of%20applications%20in%20Embedded%20Systems.	Electronics Weekly https://www.electronicweekly.com/	All

5	International Journal of Embedded Systems https://www.inderscience.com/jhome.php?jcode=ijes	Embedded Systems Design Magazine http://www.bizreport.com/magazines/embedded_systems_design.html	All
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4.e **Module Best Available in - Tick the best resource [from 4.a to 4.d in this AAP] & give details**

Module No.	Category (Please Tick Mark) - √						Available In VSIT Library?		Details of the Resource (i.e. Name, Chapter & Page No., etc.)
	Book			Maga-zine	Journals		Y	N	
	Text	Reference	E-Book		Regular	E-Journal			
1		✓					✓		Introduction to embedded systems, Shibu K V
2			✓				✓		Programming Embedded Systems in C and C++, Michael Barr
3		✓					✓		The 8051 Microcontroller and Embedded Systems, Mazidi
4		✓					✓		Embedded Systems, Rajkamal
5		✓		✓		✓	✓		Introduction to embedded systems, Shibu K V

4.f **Web Links for Online Notes/YouTube/VSIT Digital Content/VSIT Lecture Capture/NPTEL Videos**

Students can view lectures by VSIT professors, captured through LMS 'Lecture Capture' in VIT campus for previous years.

No.	Websites / Links	Module Nos.
1	Digital Content https://drive.google.com/open?id=1sqTfdhBhFsQrvI1GWUuUdzJBxLOW-IWF	1-5
2	Embedded Processors & Memory - http://nptel.ac.in/courses/108105057/Pdf/Lesson-5.pdf	4
3	Introduction to Embedded Systems - https://www.youtube.com/watch?v=tj3GmD2cXHw	2
4	EDLC - http://slideplayer.com/slide/10093428/	5
5	Embedded Systems Lecture Series - https://www.youtube.com/playlist?list=PL84637AA7125111CB	1
6	Burning the chip- https://www.elprocus.com/simple-steps-burn-program-into-microcontroller/	3
7	Embedded Systems project - https://www.electronicshub.org/	5
8	Embedded Systems project - https://people.ece.cornell.edu/land/courses/ece4760/FinalProjects/#f2015	5
9	History of Embedded Systems. https://www.youtube.com/watch?v=Xyn00h5jITc	1

10	Watch dog Timer Role play you-tube video. https://www.youtube.com/watch?v=N-93WqQTlxs	2
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4.g Recommended MOOC Courses like Coursera / NPTEL / MIT-OCW / edX etc.

Sr. No.	MOOC Course Link	Course conducted by – Person / University / Institute / Industry	Course Duration	Certificate (Y / N)
1	Introduction to Embedded Systems software and Development Environments	University of Colorado Boulder	4 weeks	Y (Paid)
2.	Online_training courses in embedded systems https://www.edx.org/course/embedded-systems-shape-the-world-microcontroller-inputoutput	University of Texas	8 weeks	Y (Free)
3.	Embedded Systems Programming in C++ https://barrgroup.com/EmbeddedSystems/Training-Courses/cplusplus-programming#a1---- Training	BARR group	4 Days	Y (Paid)

4.h Recommended Value Added Courses (VAC)

Sr. No.	Name of the Value Added Course	Conducted by – Person / Institute / Industry	Course Duration	Certificate (Y / N)
1	Embedded Systems in IOT	ATS	32 Hrs	Y

4.i Study Material Distributed among Students

Tick if distributed among students					
GQ	Notes	Digital Content	PPT	EQ (updated till the Last Exam)	Other (Write Details)
✓	✓	✓	✓	✓	Videos, Study material in form of pdf and ppt

5. Consolidated Course Lesson Plan

	From (date/month/year)	To (date/month/year)	Total Number of Weeks
Semester Duration	11/1/2021	30/04/2021	15

Week	Lecture no.	Module No.	Lecture Topics / IA 1 and IA 2 / BSA planned to be covered	Activities to be conducted (Quiz, Poll, Viva, Student Presentation, THT, any other)	Teaching Methodology (Power point, Video Clip, Simulation, Flipped Classroom, Group Discussion, any other)	Recommended Prior Viewing / Reading	
						Lecture No. (on LMS)	Chapter No. / Page Nos./ Books/ Web Site
1	1	1	Subject Introduction, History, classifications, Applications and purpose of embedded Systems	Quiz	Power point, Video Clip		Shibu KV Ch.1 pg. 4

1	2	1	History, classifications, Applications and purpose of embedded Systems	THT	Power point, Video Clip		Shibu KV Ch.1 pg. 4-8
1	3	1	Microprocessors and microcontrollers, RISC and CISC controllers, Big endian and Little endian processors	Quiz	Power point, Video Clip		Shibu KV Ch.1 pg. 21-23
2	4	1	Application specific ICs	Quiz	Power point, Video Clip		Shibu KV Ch.1 pg. 26
2	5	1	Programmable logic devices, COTS	Quiz	Power point, Video Clip		Shibu KV Ch.1 pg. 26-28
2	6	1	Sensors and actuators	Quiz	Power point, Video Clip		Shibu KV Ch.1 pg. 35-44
3	7	1	Communication interface, embedded firmware	Quiz	Power point, Video Clip		Shibu KV Ch.1 pg. 45-60
		Self study	Other system components.	THT			Shibu KV Ch.1 pg. 60-64
3	8	1	Characteristics of Embedded Systems	Quiz	Power point, Video Clip		Shibu KV Ch.2 pg. 72-74
3	9	1	Operational Quality Attributes, Non-Operational Quality Attributes	Quiz	Power point, Video Clip		Shibu KV Ch.2 pg. 74-79
4	10	2	Application specific washing machine, domain specific – automotive	Quiz	Power point, Video Clip		Shibu KV Ch.2 pg. 81-87
4	11	2	Memory map, i/o map, interrupt map,	Quiz	Power point, Video Clip		M. Barr Ch.5 pg. 43-53
4	12	2	processor family	Quiz	Power point, Video Clip		M. Barr Ch.5 pg. 43-53
5	13	2	External peripherals	Quiz	Power point, Video Clip		M. Barr Ch.5 pg. 43-53
		Self study	Types of RAM and ROM	THT			M. Barr Ch.5 pg. 43-53
5	14	2	Memory testing	Quiz	Power point, Video Clip		M. Barr Ch.5 pg. 43-53
5	15	2	CRC, Flash memory. Control and Status Registers, Device Drivers	Quiz	Power point, Video Clip		M. Barr Ch.5 pg. 43-53
6	16	3	Microcontrollers and Embedded Processors	Quiz	Power point, Video Clip		Mazidi Ch.1 pg. 20 -22
6	17	3	Overview of 8051 family	Quiz	Power point, Video Clip		Mazidi Ch.1 pg. 23 -26
6	18	3	8051 Microcontroller hardware	Quiz	Power point, Video Clip		Rajkamal Ch.2 pg. 62,63
7	19	3	Input/output pins, Ports, and Circuits External Memory.	Quiz	Power point, Video Clip		Rajkamal Ch.2 pg.66,67,68
7	20	3	Data types and time delay in 8051 C	Quiz	Power point, Video Clip		Mazidi Ch.7 pg.154 -159
7	21	3	I/O Programming	Quiz	Power point, Video Clip		Mazidi Ch.7 pg.160-165
8	22	3	Logic Operations	Quiz	Power point, Video Clip		Mazidi Ch.7 pg.165-168
8	23	3	Data conversion Programs	Quiz	Power point, Video Clip		Mazidi Ch.7 pg.169-173
		Self study	Programs based on I/O, Logic and Data Conversions	THT			Shibu KV Ch.5 pg.93-94
8	24	4	Factors to be considered in selecting a controller	Quiz	Power point, Video Clip		Shibu KV Ch.5 pg.94-105

9	25	4	Why 8051 Microcontroller,	Quiz	Power point, Video Clip		Shibu KV Ch.5 pg.105-111
9	26	4	Designing with 8051	Quiz	Power point, Video Clip		Shibu KV Ch.5 pg.105-111
9	27	4	Designing with 8051	Quiz	Power point, Video Clip		M. Barr Ch.3 pg.19-21
10	28	4	Structure of embedded program	Quiz	Power point, Video Clip		M. Barr Ch.2 pg.18,
10	29	4	Infinite loop, Compiling	Quiz	Power point, Video Clip		M. Barr Ch.3 pg. 21-25
10	30	4	Linking	Quiz	Power point, Video Clip		M. Barr Ch.4 pg. 30-35
11	31	4	Debugging	Quiz	Power point, Video Clip		Shibu KV Ch.5 pg.93-94
		Self study	Build Process	THT			
11	32	5	Operating system basics	Quiz	Power point, Video Clip		Shibu KV Ch.10 pg.382-386
		Self study	Operating system basics	THT			
11	33	5	Real-Time Characteristics, Selection Process of an RTOS	Quiz	Power point, Video Clip		M. Barr Ch.2 pg.119-123
12	34	5	Embedded system development Environment IDE	Quiz	Power point, Video Clip		Shibu KV Ch.13 pg.557-558
12	35	5	Types of file generated on cross compilation	Quiz	Power point, Video Clip		Shibu KV Ch.13 pg.558-597
12	36	5	Disassembler/ de-compiler, simulator	Quiz	Power point, Video Clip		Shibu KV Ch.13 pg.597-603
13	37	5	Emulator and debugging	Quiz	Power point, Video Clip		Shibu KV Ch.13 pg.597-603
13	38	5	Embedded product development life-cycle	Quiz	Power point, Video Clip		Shibu KV Ch.15 pg. 622-636
13	39	5	Trends in embedded industry	Quiz	Power point, Video Clip, Group Discussion		Shibu KV Ch.15 pg. 622-636
14	40	5	Revision Session		Power point, Video Clip		

6.

Rubric for Grading and Marking of Term Work (inform students at the beginning of semester)

Lecture + Practical (% Attendance) & Marks	Assignments	Tutorial	Lab / Practical Performance	Lab Journal Assessment	Class Tests (Other than IA)	Other (1) specify	Other (2) specify	Total
Active Participation (10)	3 assignments		Practical Submission (100) Scaled down to 20		5 Test on each unit (10 marks)			30 marks

7.

Assignments / Tutorials Details (must attach print out of all questions together with AAP)

Assignment No.	Title of the Assignments / Tutorials	CO Map	Assignments given to Students on	Date of Submission
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1	8051 Microcontroller	CO3	3 rd week	4 th week
2	Programming Embedded Systems	CO4	5 th week	6 th week
3	Core of Embedded Systems	CO1	8 th week	9 th week

Analysis of Assignment / Tutorial Questions and Related Resources

Assignment No.	Week No.	Type* (✓)			Module No.	Based on #			Question Type (✓)	
		R	UQ	OBT		Text Book	Reference Book	Other Learning Resource	MU EQ	Thought Provoking
1	3	✓			1	✓	1	-	✓	✓
2	5	✓			2	✓	1,2	-	✓	✓
3	8	✓		✓	3	✓	1,2	-	✓	✓

* Tick (✓) the Type of the Assignment: Regular (R); Unannounced Quiz (UQ); Open Book Test for TY/SY/MASTERS (OBT)

Write number for Text book, reference book, other learning resource from this AAP – from Points 4.a to 4.d

8.

Internal Assessment / Other Class Test / Open Book Test (OBT)/Take Home Test (THT) Details

Tests	Test Dates	Module No.	CO Map	IA Question Paper Pattern	Policy
1 st IA Test	Week 6	1 & 2		IA 1 (Descriptive) 20 marks (scaled to 7.5)	No IA Re-test
2 nd IA Test	Week 12			IA 2 (MCQ + Viva) 20 marks (scaled to 7.5)	IA is a Head of passing *
Pop Quiz	Week 9	1			
Open Book Test	Week 11	1,2			
Take Home Test	Week 12	All		Important EQ to be solved	
Any other test/exams	Week 12	All		Based on different block diagrams	
Class tests / prelims					
Any other test/exams					

* IA failures will have to appear for re-test in next semester

9.a**Practical Activities – Regular Experiments**

Keil uvision 5 software / Proteus Simulator/ edmsim51sh simulator will be used.

Practical No.	Module No.	Title of the Regular Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1		Design and develop a reprogrammable embedded computer using 8051 microcontrollers and to show the following aspects. a. Programming b. Execution c. Debugging	Structure of Embedded Systems	CO4	4
2		A. Configure timer control registers of 8051 and develop a program to generate given time delay. B. To demonstrate use of general- purpose port i.e., Input/output port of two controllers for data transfer between them.	I/O Interfacing		4
3		A. Port I/O: Use one of the four ports of 8051 for O/P interfaced to 8 LEDs. Simulate Binary counter (8 bit) on LED's B. To interface 8 LEDs at Input-output port and create different patterns. C. To demonstrate timer working in timer mode and blink LED without using any loop delay routine.	I/O Interfacing	CO3	4
4		A. Serial I / O: Configure 8051 serial port for asynchronous serial communication with serial port of PC exchange text messages to PC and display on PC screen. Signify end of message by carriage return. B. To demonstrate interfacing of seven-segment LED display and generate counting from 0 to 99 with fixed time delay. C. Interface 8051 with D/A converter and generate square wave of given frequency on oscilloscope.	serial communication		4
5		A. Interface 8051 with D/A converter and generate triangular wave of given frequency on oscilloscope. B. Using D/A converter generate sine wave on oscilloscope with the help of lookup table stored in data area of 8051.	D to A Converter	CO5	4

9.b**Practical Activities – Newly Added Experiments**

Practical No.	Module No.	Title of the Newly Added Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
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6		Interfacing of LCD with 8051 micro-controller.		CO3	4
7		simple calculator using 8051 micro-controller		CO3	4
8		Electronic Quiz using 8051 micro-controller.		CO4	4
9		Timer Interrupt in 8051 micro-controller		CO3	4
10		Interrupt based Digital clock with 8051 micro-controller		CO3	4

9.c Practical Activities – PBL Experiments

Practical No.	Module No.	Title of the PBL Experiments	Concepts to be highlighted	CO Map	Audit / Quality (0 to 4)
1		Generate traffic signal			4

10. Beyond Syllabus Activities for Gap Mitigation

No.	Type of the Activity	Activities	Details – no of attendees, guest, feedback, mark sheet, report
1	Interaction with Outside World	Guest Lecture / Workshops	Internet of Things by Mr. Anjum Mujawar, HoD, VP
2		Industrial Visit	
3	Test and Assessments	Class Tests – (other than IA)	Based on different block diagrams
4		Mini Projects	Yes
5		Pop Quiz	Based on Unit 1 – Week 9
6		Mobile App Based Quiz	
7		Open Book Test	
8		Take Home Test	Based on Self Study Topics
9	Collaborative and Group Activity	Poster Presentation	Yes
10		Minute Papers	
11		Students Seminar	
12		Students Debates	
13		Panel Discussion / Mock GD	
14		Mock Interview	
15	Co-curricular Courses	MOOC-NPTEL/Coursera Videos	Online training courses in embedded systems https://www.edx.org/course/embedded-systems-shape-the-world-microcontroller-inputoutput

16		Value Added Courses	Embedded Systems in IOT
17		Lecture Capture Usage	Yes

*** Do not delete any activity. Give details for planned events. Write 'NA' for activity Not Planned.**

Consolidated Academic Administration Plan Prepared by (mention all theory teaching faculty names with signature)

Mr. Umesh Koyande
Faculty 1 Name
External Industry Mentor

Mr. Kiran Datar
Faculty 2 Name

External Academic Mentor

Mr. Umesh Koyande
VSIT Cluster Mentor Name

Head of Dept.

Version 2020-21

The academic resources available in VSIT –

VMIS (ERP)	V-Refer and V-Live	VSIT Library	VAC & MOOC Courses
Institute & Department Vision and Mission	Former IA question papers and solutions (prepared by faculty)	Former IA question papers solutions - hardcopy	Value Added Courses (VAC) are conducted throughout the semester & in the semester break - Enrol for the VACs
Program Educational Objectives (PEO)	MU end semester examination question papers and solutions (prepared by faculty)	MU end semester exam question paper & solutions - by faculty, hardcopy	
Program Specific Outcome (PSO)	Class notes and Digital Content for the subject (scanned / typed by faculty)	All text books, reference books, e -books mentioned in the syllabus & AAP	Online courses from NPTEL, Coursera etc. are pursued throughout the semester - Register for the course & get certified
Program Outcome (PO)	Comprehensive question bank, EQ, GQ, PPT, Class Test papers	Technical journals and magazines for reference	
Departmental Knowledge Map	Academic Administration Plan & Beyond Syllabus Activity report	VSIT library is member of IIT Bombay Library	Watch former lectures captured in LMS at VSIT

1.a Course Objectives (write in detail – follow NBA guideline in this regard)

Cognitive	What do you want students to know?	Basic knowledge and understanding of the analysis and design of complex systems. role of project management including planning, scheduling, risk management, etc.
Affective	What do you want students to think / care about?	To manage time, processes and resources effectively by prioritising competing demands to achieve personal and team goals Identify and analyses the common threats in each domain.
Behavioural	What do you want students to be able to do?	Ability to apply software engineering principles and techniques. Ability to develop, maintain and evaluate large-scale software systems. Ability to understand and meet ethical standards and legal responsibilities.

1.b Course Outcome (CO) Statements and Module-Wise Mapping (follow NBA guideline)

CO No.	Statements	Related Module/s
CO1	To learn basic concepts related to requirement engineering, different software development models, SRS document	Unit 1
CO2	To understand types of critical systems and learn about system models.	Unit 2
CO3	To design and manage the software, different software architectural styles.	Unit 3
CO4	To Verify and validate software and to estimate the cost of software.	Unit 4
CO5	To learn about process improvement and different types of software engineering.	Unit 5

1.c Mapping of COs with POs (mark S: Strong, M: Moderate, W: Weak, Dash ‘-’: not mapped)

	PO 1	PO 2	PO 3	PO 4	PO 5	PO 6	PO 7	PO 8	PO 9	PO 10	PO 11	PO 12

CO 1	S											
CO 2	M	S										
CO 3			S	M								
CO 4				S								
CO 5	S	M										

1.d Mapping of COs with PSOs (mark S: Strong, M: Moderate, W: Weak, Dash '-':not mapped)

	PSO 1	PSO 2	PSO 3	PSO 4
CO 1	S			
CO 2		S		
CO 3		S		
CO 4			S	
CO 5			S	

1.e Teaching and Examination Scheme (As specified by the University) for the Course

Categories	Mathematics	Computing / IT / Electronics	Humanities & Soft Skill	Social Sciences	Commerce	Management	Multidisciplinary
Tick suitable category		√					

Subject Code	Subject Name	Teaching Scheme			Credits Assigned			
		Theory	Practical	Tutorial	Theory	TW/Practical	Tutorial	Total
USIT404	Software Engineering	75	50	--	2	2	--	4

Subject Code	Subject Name	Examination Scheme							
		Theory Marks IA Test			End Sem. Exam Marks	Journal	Practical	Oral	Total
		IA 1	IA 2	Average of IA1 and IA2					
USIT404	Software Engineering	20		20	75	5	50		150

1.f Faculty-Wise Distribution of all Lecture-Practical-Tutorial Hours for the Course

Divisions	Lecture (Hrs.)	Practical (Hrs.)				Tutorial (Hrs.)			
		Batch 1	Batch 2	Batch 3	Batch 4	Batch 1	Batch 2	Batch 3	Batch 4
Div 1	3.00	1.50	NA	--	--	--	--	--	--
Div 2	3.00	1.50	NA	--	--	--	--	--	--
Div 3	3.00	1.50	NA	--	--	--	--	--	--

Div F	3.00	1.50	NA	--	--	--	--	--	--
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1.g Office Hours (Faculty will be available in office in this duration for solving students' query)

Division	Day	Time (at least 1 Hr. / Division)	Venue (Office Room No.)
Div 1		3.00 pm –4.00 pm	Microsoft Teams
Div 2		3.00 pm –4.00 pm	Microsoft Teams
Div 3		3.00 pm –4.00 pm	Microsoft Teams
Div F		3.00 pm –4.00 pm	Microsoft Teams

2.a Syllabus : Module Wise Teaching Hours and % Weightage in University Question Paper

Module No.	Module Title and Brief Details	Teaching Hrs. for each module	% Weightage in University Question Papers
1	Introduction, Software Requirements, Software Processes, Software Development Process Models, Agile software development.	09	20
2	Socio-technical system, Critical system, Requirements Engineering Processes, System Models	08	20
3	Architectural Design, User Interface Design, Project Management, Quality Management	08	20
4	Verification and Validation, Software Testing, Software Measurement, Software Cost Estimation.	06	20
5	Process Improvement, Service Oriented Software Engineering, Software reuse, Distributed software engineering	09	20
* Insert rows for more modules in the Course		Total	40 Lectures
			100

2.b Prerequisite Courses

No.	Semester	Name of the Course	Topic/s
1	1	Imperative Programming	Algorithms and Flowchart
2	2	Object Oriented Programming, Web Programming	Classes and Objects
3	3	Database Management System	UML

2.c Relevance to Future Courses

No.	Semester	Name of the Course
1	5	Software Project Management
2	6	Software Quality Assurance
3	5 & 6	Project
4	MscIT-I	Software Testing

2.d Real Life Application Mapping – Mention Application from Very Common Day to Day Life

No.	Real Life Application Mapping with the Course
1	System Development approaches used in the industry
2	Software Reliability and various techniques used for the same

3. Past Results – Division-Wise and Topic-Wise Result Based Analysis

Details	Target – April 2021	April 2020	April 2019	April 2018
Course Passing % – Average of 3 Divisions	99%	99.42%	92%	89.18 %
Marks Obtained by Course Topper (mark/100)	75	75	65	63

Year	Division A & B		Division C & D		Division E & F	
	Initials of Teacher	% Result	Initials of Teacher	% Result	Initials of Teacher	% Result
April 2018	ST	A-84.85 B-90.32	KS	C-91.23 D-90.32	MS	E-88.06 F-92.86
April 2019	KS RP	A-97.10 B-100	MS RP	C-93.10 D-96.67	KS MS	E-96.23 F-97.14
April 2020	KS RP	A-98.21 B- 100	MC RP	C-100 D-100	KS MC	E-100 F-97.62

Topics which affect results negatively	Module Number	Recommendations to overcome these issues & improve result in future
User Interface Design	3	Making them write the answer
Algorithm cost modelling	4	More no. of examples to be solved
System Modelling	2	Making them solve many more examples.

4 All the Learning Resources – Books and E-Resources

4.a List of Text Books (T – Symbol for Text Books) to be Referred by Students

Sr. No	Text Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Software Engineering	Ian Somerville	Pearson Education	Ninth	1-5
2	Software Engineering	Pankaj Jalote	Narosa Publication		1-5
3	Software engineering, a practitioner's approach	Roger Pressman	Tata Mcgraw-hill	Seventh	1-5

4.b List of Reference Books (R – Symbol for Reference Books) to be Referred by Students

Sr. No	Reference Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Software Design	D.Budgen	Pearson education	2 nd	3
2	Software Engineering	KL James	PHI	IEEE	1-5
3	Software Engineering principles and practice	WS Jawadekar	Tata Mcgraw-hill		1-5
4	Software Engineering-A Concise Study	S.A Kelkar	PHI India.		1-5
5	Software Engineering Concept and Applications	Subhajit Datta	OxfordHigher Education		1-5

4.c List of E - Books (E – Symbol for E-Books) to be Referred by Students

Sr. No	E- Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Software engineering : Theory and practice /web/books/9788131789872_Software-Engineering-Theory-and-Practice_Shari-Lawrence-Pfleeger.aspx	Shari Lawrence p-fleeger Jonnae	Pearson Education	2010	1-5
2	Software Engineering /web/books/9789332542433_Software-Engineering-Anna-University_Ian-Sommerville.aspx	Ian Sommerville	Pearson Education	Ninth	1-5
3	Software engineering, a practitioner's approach	Roger Pressman	Tata Mcgraw-hill	Seventh	1-5
4	Software Engineering /web/books/9788131758694_Software-Engineering_Jibitesh-Mishra.aspx	Jibitesh Mishra	Pearson Education	2011	1-5

4.d Web Links and Names of Magazines, Journals, E-journals – [VIT is member of IIT Bombay Library]

Refer online journals subscribed in VIT library. You can also access IIT Bombay online library for journals from IITB campus.

Sr. No.	Web-Links and Names of Journals and E-Journals Recommended to Students for this Course	Web-Links and Names of Magazines Recommended to Students for this Course	Module Nos.

1	www.nptel.ac.in/webcourse/content.	Software Magazine, IEEE	All Modules
2	Journal of Emerging Trends in Computing and Information Sciences http://www.cisjournal.org/	The Next Generation of Socio-Technical Systems: Realizing the Potential, Protecting the Value [Introduction] http://ieeexplore.ieee.org/document/8038122/	2
3	nptel.ac.in/downloads/106105087/	http://dblp.org/rec/journals/jsea/PandeyaT11	3
4	Software Cost Estimation Approaches: A survey	https://www.codemag.com/magazine	4
5	Journal of Software Engineering and Applications http://www.scirp.org/journal/jsea	Communications of the ACM	All Modules

4.e

Module Best Available in - Tick the best resource [from 4.a to 4.d in this AAP] & give details

Module No.	Category (Please Tick Mark) - √						Available In VSIT Library?		Details of the Resource (i.e. Name, Chapter & Page No., etc.)
	Book			Magazine	Journals		Y	N	
	Text	Reference	E-Book		Regular	E-Journal			
1	√	√	√	√		√	Y		Software Engineering, Ian Somerville
2	√	√	√	√			Y		Software Engineering, Roger Pressman
3	√	√	√	√		√	Y		Software Engineering, Ian Somerville
4	√	√	√	√			Y		Software Engineering, Roger Pressman
5	√	√	√	√			Y		Software Engineering, Ian Somerville

4.f

Web Links for Online Notes/YouTube/VIT Digital Content/VIT Lecture Capture/NPTEL Videos

Students can view lectures by VIT professors, captured through LMS 'Lecture Capture' in VIT campus for previous years.

No.	Websites / Links	Module Nos.
1	SDLC Model https://www.youtube.com/watch?v=j9FkT-0IFLA	1
2	Introduction to software engineering	1

	https://nptel.ac.in/courses/106101061/2	
3	Socio-Technical systems https://www.youtube.com/watch?v=OUqtmo8vmz0	2
4	Requirement Engineering / Specification https://nptel.ac.in/courses/106101061/5	2
5	7 Software Engineering User Interface Design https://www.youtube.com/watch?v=CBPDHHZcdoU	3
6	Process Modelling https://nptel.ac.in/courses/106101061/17	3
7	Verification & Validation https://www.youtube.com/watch?v=PVMxp7BG5I4	4
8	Software Testing https://nptel.ac.in/courses/106101061/22	4
9	Software Process Improvement Model https://www.youtube.com/watch?v=2VWupdVTxQg	5
10	Project quality Management https://nptel.ac.in/courses/106101061/32	5

4.g

Recommended MOOC Courses like Coursera / NPTEL / MIT-OCW / edX etc.

Sr. No.	MOOC Course Link	Course conducted by – Person / University / Institute / Industry	Course Duration	Certificate (Y / N)
1	Construction Cost Estimating and Cost Control	Columbia University via Coursera	Self paced	Y(Paid)
2	Agile Crash Course: Agile Project Management; Agile Delivery	Ureducation	Self paced	Y(400/-)
3	Software Testing	By Prof. Rajib Mall , IIT Kharagpur	1 month	Y(1000/-)

4.h

Recommended Value Added Courses (VAC)

Sr. No.	Name of the Value Added Course	Conducted by – Person / Institute / Industry	Course Duration	Certificate (Y / N)
1	OCA			Y

4.i Study Material Distributed among Students

Tick if distributed among students					
GQ	Notes	Digital Content	PPT	EQ (updated till the Last Exam)	Other (Write Details)
✓	✓	✓	✓	<input type="checkbox"/>	Assignment ✓

5. Consolidated Course Lesson Plan

	From (date/month/year)	From (date/month/year)	Total Number of Weeks
Semester Duration	11/1/2021		14

Week	Lecture no.	Module No.	Lecture Topics / IA 1 and IA 2 / BSA planned to be covered	Activities to be conducted (Quiz, Poll, Viva, Student Presentation, THT, any other)	Teaching Methodology (Power point, Video Clip, Simulation, Flipped Classroom, Group Discussion, any other)	Recommended Prior Viewing / Reading	
						Lecture No. (on LMS)	Chapter No. / Page Nos./ Books/ Web Site
1	1	1	Induction		Power point		
	2		Introduction to subject. Software Engineering, Software Development Life Cycle, Requirements Analysis, Software Design, Coding, Testing, Maintenance Functional and Non-functional requirements	DIAGRAM	Power point, Video Clip		4c.1-Pg 7 4c2-Pg 12 4c.1-Pg 84
	3		User Requirements, System Requirements Interface Specification, Documentation of the software requirements.	Quiz, Poll, Viva,	Power point, Video Clip		4c.1-Pg 83 4c1 Pg-91

	4		Process and Project, Component Software Processes. Software Development Process Models. -Waterfall Model.	DIGRAM	Power point, Video Clip		4a2 chap 2 4c2-Pg12
2	5		Prototyping, Iterative Development, Rational Unified Process.	Quiz, Poll, Viva,	Power point, Video Clip		4c.2-Pg12,13
	6		The RAD Model, Time boxing Model.	DIGRAM ,Quiz	Power point, Video Clip		
	7		Agile software development: Agile methods Plan-driven and agile development,	Quiz, Poll, Viva,	Power point, Video Clip		4c.2-Pg12 4c.1-Pg62,64
	8		Agile project management, Scaling agile methods. Extreme programming	Quiz, Poll, Viva,	Power point, Video Clip		4c.1-Pg 72,74
	Self-Study		Problem of SDLC		Power point, Video Clip		
3	9		Extreme Programming	Quiz	Power point, Video Clip		4c.1-Pg 74
	10	2	Essential characteristics of socio technical systems	Quiz, Poll, Viva,	Power point, Video Clip		4c.1-Pg 267
	11		Emergent System Properties, Systems Engineering	Quiz, Poll, Viva,	Power point, Video Clip		4c.1-Pg 269
4	12		Components of system such as organization, people and computers, Dealing Legacy Systems.	Quiz, Poll, Viva,	Power point, Video Clip		4c.1-Pg 252
	13		Critical system: Types of critical system, A simple safety critical system Dependability of a system, Availability and Reliability	Quiz, Poll, Viva,	Power point, Video Clip		4c.1-Pg

							4c.1-Pg 290
	Self-Study		Safety and Security of Software systems.			Power point, Video Clip	4c.1-Pg 299
	14		Requirements Engineering Processes: Feasibility study, Requirements elicitation and analysis,	Quiz, Poll, Viva,		Power point, Video Clip	4c.1-Pg 99
5	15		Requirements Validations, Requirements Management.	Quiz, Poll, Viva,		Power point, Video Clip	4c.1-Pg 110
	16		System Models: Models and its types, Context Models, Behavioural Models	Quiz, Poll, Viva,		Power point, Video Clip	4c.1-Pg 121
	Self-Study		Data Models, Object Models, Structured Methods			Power point, Video Clip	
	17		Behavioural Models	Quiz		Power point, Video Clip	4c.1-Pg 187
	18	3	Architectural Design: Architectural Design Decisions, System Organisation	Quiz, Poll, Viva,		Power point, Video Clip	4c.1-Pg 151
	19		Modular Decomposition Styles, Control Styles	Poll, Viva,		Power point, Video Clip	4c.1 -7 th Edition Chp 11
	20		Reference Architectures.			Power point, Video Clip	4c.3 Pg- 243
7	21		User Interface Design: Need of UI design, Design issues, The UI design Process, User analysis	Quiz		Power point, Video Clip	4c.3 Pg- 312
	22		User Interface Prototyping, Interface Evaluation.	,		Power point, Video Clip	4c.3 Pg- 312

	23		Project Management Software Project Management, Management activities	Quiz, Poll, Viva,	Power point, Video Clip		4c.1 -7 th Edition Chp 11
	24		Project Planning, Project Scheduling, Risk Management.	Poll, Viva,	Power point, Video Clip		4c.2 Pg-90
8	25		Quality Management: Process and Product Quality, Quality assurance and Standards	Quiz	Power point, Video Clip		4a.3 p-412
9	26	4	Verification and Validation: Planning Verification and Validation, Software Inspections	Quiz, Poll, Viva,	Power point, Video Clip		4c.2 Pg-146
	27		Test Case Design, Test Automation.		Power point, Video Clip		4c.2 Pg-179
	28		Software Measurement: Size-Oriented Metrics, Function-Oriented Metrics, Extended Function Point Metrics		Power point, Video Clip		4c.2 Pg-181
10	29		Software Cost Estimation: Software Productivity, Estimation Techniques	Quiz, Viva,	Power point, Video Clip		4c.3 Pg-698
	30		Algorithmic Cost Modelling, Project Duration and Staffing	Quiz, Poll, Viva,	Power point, Video Clip		4c.3 Pg-724
	31		Project Duration and Staffing	Quiz	Power point, Video Clip		4c.3 Pg-725
	32	5	Process Improvement: Process and product quality, Process Classification	Quiz, Poll, Viva,	Power point, Video Clip		4c.1 Pg-705
11	33		Process Measurement, Process Analysis and Modelling	Quiz, Poll, Viva,	Power point, Video Clip		4c.1 Pg-711
	34		Process Change, The CMMI Process Improvement Framework.		Power point, Video Clip		4c.1 Pg-721

	35		Service Engineering, Software Development with Services	Quiz, Poll, Viva,	Power point, Video Clip		4c.1 Pg-518,527
	36		Software reuse: The reuse landscape Software as a service	Quiz, Poll, Viva,	Power point, Video Clip		4c.1 Pg-428 4c.1 Pg-501
12	37		Application frameworks, Software product lines COTS, product reuse.		Power point, Video Clip		4c.1 Pg-431
	38		Distributed software engineering: Distributed systems issues, Client-server computing	Quiz	Power point, Video Clip		4c.1 Pg-479,488
	Self-Study		Client server computing		Power point, Video Clip		4c. Pg-490
	39		Architectural patterns for distributed systems	DIGRAM	Power point, Video Clip		4c.1 Pg-490
	40		Revision	Quiz			

6. Rubric for Grading and Marking of Term Work (inform students at the beginning of semester)

Lecture + Practical (% Attendance) & Marks	Assignments	Tutorial	Lab / Practical Performance	Lab Journal Assessment	Class Tests (Other than IA)	Class participation	Other (2) Specify	Total
Active Participation (10)	3 Assignments	-	Practical submission (100) Scaled down to 20		5 Test on each unit (10 marks)			30 marks

7. Assignments / Tutorials Details (must attach print out of all questions together with AAP)

Assignment No.	Title of the Assignments / Tutorials	CO Map	Assignments given to Students on	Date of Submission
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1	Introduction, Software requirements, Software processes, Software Development process models, Agile Software Development	1	3 rd week	3 rd week
2	Socio-technical system, Critical system, Requirements engineering processes, System models	2	5 th week	5 th week
3	Verification and Validation, Software Measurement, Software Cost Estimation.	4	Week 8	Week 9

Analysis of Assignment / Tutorial Questions and Related Resources

Assignment No.	Week No.	Type* (✓)			Module No.	Based on #			Question Type (✓)	
		R	UQ	OBT		Text Book	Reference Book	Other Learning Resource	MU EQ	Thought Provoking
1	3	✓			1	4a	4b		✓	✓
2	5	✓			2	4a	4b		✓	✓
3	9	✓			4	4a	4b		✓	✓

* Tick (✓) the Type of the Assignment: Regular (R); Unannounced Quiz (UQ) ; Open Book Test for TY/SY/MASTERS (OBT)

Write number for Text book, reference book, other learning resource from this AAP – from Points 4.a to 4.d

8.

Internal Assessment / Other Class Test / Open Book Test (OBT)/Take Home Test (THT) Details

Tests	Test Dates	Module No.	CO Map	IA Question Paper Pattern	Policy
1 st IA Test	Week 6/7	1-3	CO 1,2,3	Q1 – MCQ - 10 Marks Q2 – 1 numerical 5 Marks Q3 – 1 numerical 5 Marks 20 marks each for IA 1 & 2	No IA Re-test
2 nd IA Test					IA is a Head of passing *
Pop Quiz	5 th week, 9 th week	3	3	Moodle	
Open Book Test	7 th week	2	2	Moodle	
Take Home Test	10 th week	4	4	Moodle	
Class tests / prelims		1-5	1-5	Notebook	
Class tests / prelims					
Any other test/exams					

* IA failures will have to appear for re-test in next semester

9.a Practical Activities – Regular Experiments

Practical No.	Module No.	Title of the Regular Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1	2	Study and implementation of class diagrams for Library management system	Class Diagram	CO2	4
2	2	Study and implementation of Use Case Diagrams for Library management system	Use Case Diagram	CO2	4
3	2	Study and implementation of Entity Relationship Diagrams for hospital management system	Entity Relationship Diagrams.	CO2	4
4	2	Study and implementation of Sequence Diagrams for hospital management system	Sequence Diagrams.	CO2	4
5	2	Study and implementation of State Transition Diagrams for college management system	State Transition Diagrams.	CO2	4
6	2	Study and implementation Of Data Flow Diagram for college management system	Data Flow Diagrams.	CO2	4
7	2	Study and implementation of Collaboration Diagram Railway management system.	Collaboration Diagrams.	CO2	4
8	3	Study and implementation of Activity Diagrams Railway management system	Activity Diagrams.	CO2	4
9	3	Study and implementation of Component Diagrams Precipitation System	Component Diagrams.	CO2	4
10	3	Study and implementation of Deployment Diagrams for Online Module System.	Deployment Diagrams.	CO2	4

9.b Practical Activities – Newly Added Experiments

Practical No.	Module No.	Title of the Newly Added Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)

9.c Practical Activities – PBL Experiments

Practical No.	Module No.	Title of the PBL Experiments	Concepts to be highlighted	CO Map	Audit / Quality (0 to 4)

10. Beyond Syllabus Activities for Gap Mitigation

No.	Type of the Activity	Activities	Details – no of attendees, guest, feedback, mark sheet, report
1	Interaction with Outside World	Guest Lecture / Workshops	
2		Industrial Visit	
3	Test and Assessments	Class Tests – (other than IA)	Yes
4		Mini Projects	
5		Pop Quiz	Yes
6		Mobile App Based Quiz	
7		Open Book Test	Yes
8		Take Home Test	Yes
9	Collaborative and Group Activity	Poster Presentation	Yes
10		Minute Papers	
11		Students Seminar	
12		Students Debates	
13		Panel Discussion / Mock GD	
14	Mock Interview		
15	Co-curricular Courses	MOOC-NPTEL/Coursera Videos	YES
16		Value Added Courses	Yes
17		Lecture Capture Usage	-

*** Do not delete any activity. Give details for planned events. Write 'NA' for activity Not Planned.**

Consolidated Academic Administration Plan Prepared by (mention all theory teaching faculty names with signature)

Ms. Kimaya K. Shelar

Mr. Rajendra Patole

External Industry Mentor (Sign.)

External Academic Mentor (Sign.)

VSIT Cluster Mentor Name (Sign.)

Head of Dept. (Sign.)

VIDYALANKAR SCHOOL OF INFORMATION TECHNOLOGY

TEACHING LEARNING PLAN

M.Sc. Semester IV Batch: 2020-21

Sub: Natural Language Processing (PSIT402a)

Name of Faculty: Beena Kapadia

Lecture No.	Module & Lecture No	Topic to be covered / BSA	Actual date of completion	Reference book / Video link
1	Unit – I – 1	<u>Introduction to NLP, brief history, NLP applications</u>		
2	2	Speech to Text(STT), Text to Speech(TTS), Story Understanding, NL Generation,		
3	3	QA system, Machine Translation,		
4	4	Text Summarization, Text classification,		
5	5	Sentiment Analysis, Grammar/Spell Checkers etc., challenges/Open Problems,		
6	6	NLP abstraction levels, Natural Language (NL) Characteristics and NL computing approaches/techniques and steps,		
7	7	<u>NL tasks</u> : Segmentation, Chunking, tagging,		
8	8	NER, Parsing, Word Sense Disambiguation,		
9	9	NL Generation, Web 2.0 Applications : Sentiment Analysis; Text Entailment; Cross Lingual Information Retrieval (CLIR).		
10	10	Revision		
11	11	Activity – class test		
12	Unit II: 1	<u>Text Processing Challenges, Overview of Language Scripts and their representation on Machines using Character Sets,</u>		
13	2	Language, Corpus and Application Dependence issues,		

14	3	<u>Segmentation</u> : word level(Tokenization), Sentence level.		
15	4	<u>Regular Expression</u> and Automata Morphology,		
16	5	Types, Survey of English and Indian Languages Morphology,		
17	6	Morphological parsing FSA and FST,		
18	7	Porter stemmer, Rule based and Paradigm based Morphology,		
19	8	Human Morphological Processing,		
20	9	Machine Learning approaches.		
21	Unit 3: 1	Word Classes ad Part-of-Speech tagging(<u>POS</u>),		
22	2	survey of POS tagsets, Rule based approaches (ENGTOWL),		
23	3	Stochastic approaches(Probabilistic, N-gram and HMM),		
24	4	TBL morphology, unknown word handling,		
25	5	<u>evaluation metrics</u> : Precision/Recall/F-measure,		
26	6	error analysis.		
27	Unit 4: 1	<u>NL parsing basics</u> , approaches: TopDown, BottomUp,		
28	2	Overview of Grammar Formalisms: constituency and dependency school,		
29	3	Grammar notations CFG, LFG,		
30	4	PCFG, LTAG,		
31	5	Feature- Unification, overview of English CFG, Indian Language Parsing in Paninian Karaka Theory,		
32	6	CFG parsing using Earley's and CYK algorithms, Probabilistic parsing,		
33	7	<u>Dependency Parsing</u> : Covington algorithm,		
34	8	MALT parser,		

35	9	MST parser.		
36	Unit V: 1	<u>Concepts and issues in NL, Theories and approaches for Semantic Analysis,</u>		
37	2	Meaning Representation, word similarity,		
38	3	Lexical Semantics, word senses and relationships,		
39	4	WordNet (English and IndoWordnet),		
40	5	<u>Word Sense Disambiguation: Lesk Algorithm</u> Walker's algorithm,		
41	6	<u>Coreferences Resolution: Anaphora,</u>		
42	7	Cataphora.		

Reference Books:

Sr. No.	Title	Author/s	Publisher	Edition	Year
1	Handbook of Natural Language Processing	Indurkha, N., & Damerau, F. J.	CRC Press Taylor and Francis Group	2 nd	2010

2	Speech and Language Processing	Martin, J. H., & Jurafsky, D.	Pearson Education India	2 nd	2013
3	Foundations of Statistical Natural Language Processing	Manning, Christopher and Heinrich, Schutze	MIT Press	1 st	1997
4	Natural Language Processing With Python	Steven Bird, Edward Loper	O'Reilly Media	2 nd	2016
5	Video Links 1. http://www.nptelvideos.in/2012/11/natural-language-processing.html				

The academic resources available in VSIT –

VMIS (ERP)	V-Refer and V-Live	VSIT Library	VAC & MOOC Courses
Institute & Department Vision and Mission	Former IA question papers and solutions (prepared by faculty)	Former IA question papers solutions - hardcopy	Value Added Courses (VAC) are conducted throughout the semester & in the semester break - Enrol for the VACs
Program Educational Objectives (PEO)	MU end semester examination question papers and solutions (prepared by faculty)	MU end semester exam question paper & solutions - by faculty, hardcopy	
Program Specific Outcome (PSO)	Class notes and Digital Content for the subject (scanned / typed by faculty)	All text books, reference books, e -books mentioned in the syllabus & AAP	Online courses from NPTEL, Coursera etc. are pursued throughout the semester - Register for the course & get certified
Program Outcome (PO)	Comprehensive question bank, EQ, GQ, PPT, Class Test papers	Technical journals and magazines for reference	
Departmental Knowledge Map	Academic Administration Plan & Beyond Syllabus Activity report	VSIT library is member of IIT Bombay Library	Watch former lectures captured in LMS at VSIT

1.a Course Objectives (write in detail – follow NBA guideline in this regard)

Cognitive	What do you want students to know?	Gain knowledge about new tools common to financial statement analysis and how to use them in practical applications. To develop an understanding of company accounts and Amalgamation.
Affective	What do you want students to think / care about?	Understand how financial statement information can help solve business problems. To know the procedure for Buy back of shares, liquidation of companies and internal reconstruction and its impact on revised capital.
Behavioural	What do you want students to be able to do?	Can become accountants and finance professionals. To be well versed with accounts

1.b Course Outcome (CO) Statements and Module-Wise Mapping (follow NBA guideline)

CO No.	Statements	Related Module/s
CO1	To Understand the term 'Amalgamation' and the methods of accounting for amalgamations. To be able to calculate purchase consideration under both the methods of Amalgamation.	Unit 1
CO2	To be able to understand the need, Concept, Legal Aspect of internal reconstruction.	Unit 2
CO3	To know the different types of underwriting.	Unit 3
CO4	To be able to understand the procedure for preparation of statement of affairs and deficiency/surplus account.	Unit 4
CO5	To be able to understand the need for Buy – Back of shares.	Unit 5

1.c Mapping of COs with POs (mark S: Strong, M: Moderate, W: Weak, Dash '-': not mapped)

	PO 1	PO 2	PO 3	PO 4	PO 5	PO 6	PO 7	PO 8	PO 9	PO 10	PO 11	PO 12
--	------	------	------	------	------	------	------	------	------	-------	-------	-------

CO 1	S	S	M	M								
CO 2	S	M	S	M								
CO 3	S	S	M	M								
CO 4	S	M	S	M								
CO 5												

1.d Mapping of COs with PSOs (mark S: Strong, M: Moderate, W: Weak, Dash '-':not mapped)

	PSO 1	PSO 2	PSO 3	PSO 4
CO 1	S	S	M	
CO 2	S	S	M	
CO 3	S	S	M	
CO 4	S	S	M	
CO 5				

1.e Teaching and Examination Scheme (As specified by the University) for the Course

Categories	Mathematics	Computing / IT / Electronics	Humanities & Soft Skill	Social Sciences	Commerce	Management	Multidisciplinary
Tick suitable category					✓		

Subject Code	Subject Name	Teaching Scheme			Credits Assigned			
		Theory	Practical	Tutorial	Theory	TW/Practical	Tutorial	Total
	Financial Accounting - V	75	--	--	3	-	--	3

Subject Code	Subject Name	Examination Scheme							
		Theory Marks IA Test			End Sem. Exam Marks	TW	Practical	Oral	Total
		IA 1	IA 2	Sum of IA1 and IA2					
	Financial Accounting - V	20	05	25	75	--	--	--	75

1.f Faculty-Wise Distribution of all Lecture-Practical-Tutorial Hours for the Course

Divisions	Lecture (Hrs.)	Practical (Hrs.)				Tutorial (Hrs.)			
		Batch 1	Batch 2	Batch 3	Batch 4	Batch 1	Batch 2	Batch 3	Batch 4
A	3.33	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.
B	3.33	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.
C	3.33	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.

1.g Office Hours (Faculty will be available in office in this duration for solving students' query)

Division	Day	Time (at least 1 Hr. / Division)	Venue (Office Room No.)
A	Monday	12:30p.m. to 1:30p.m	Y Block reading room
B	Tuesday	12:30p.m. to 1:30p.m	Y Block reading room
C	Wednesday	12:30p.m. to 1:30p.m	Y Block reading room

2.a Syllabus: Module Wise Teaching Hours and % Weightage in University Question Paper

Module No.	Module Title and Brief Details	Teaching Hrs. for each module	% Weightage in University Question Papers
1	AS- 14 Amalgamation, Absorption & External Reconstruction	12.5	20
2	Internal Reconstruction	12.5	20
3	Underwriting of shares & debentures	8.33	20
4	Liquidation of Companies	8.33	20
5	Buy-Back of shares	8.33	20
* Insert rows for more modules in the Course		Total	50
			100

2.b Prerequisite Courses

No.	Semester	Name of the Course	Topic/s
1	3	Financial accounting – III	1 & 5
2	4	Financial accounting – IV	1 & 5

2.c Relevance to Future Courses

No.	Semester	Name of the Course
1	VI	TYBAF
2	Part 1	M.Com

2.d Real Life Application Mapping – Mention Application from Very Common Day to Day Life

No.	Real Life Application Mapping with the Course
1	Buy back of shares and its procedures.
2	Accounts to be maintained at the time of liquidation of a company.

3	Accounts to be prepared at the time of amalgamation of firms.
---	---

3. Past Results – Division-Wise and Topic-Wise Result Based Analysis

Details	Target Dec - 2020	Dec-2019	Dec 2018	Dec 2017	Dec 2016	Dec 2015
Course Passing % – Average of 3 Divisions	100 %	95%	93%	94.04	96	100
Marks Obtained by Course Topper (Mark /100)	100	92	95	99	96	97

Year	Division A		Division B		Division C	
	Initials of Teacher	% Result	Initials of Teacher	% Result	Initials of Teacher	% Result
Dec-2019	SSK/KCM	100%	SSK/KCM	94%	SSK/KCM	93%
Dec-2018	SSK/KCM	92%	SSK/KCM	94%	SSK/KCM	92%
Dec 2017	SSK	92.11	SSK	96		
Dec 2016	SSK	95.38	-	-	-	-
Dec 2015	SSK	100	-	-	-	-

Topics which affect results negatively	Module Number	Recommendations to overcome these issues & improve result in future
Amalgamation	1	Extra Practical questions need to be solved
Liquidation of companies	3	Extra Practical questions need to be solved and theory should be explained well

4 All the Learning Resources – Books and E-Resources

4.a List of Text Books (T – Symbol for Text Books) to be Referred by Students

Sr. No	Text Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Financial Accounting – IV	Ainapure (local Author)	Manan Prakashan		1-5
2	Financial Accounting (Special Accounting areas – IV)	L.N. Chopde (local Author)	Sheth	1	1-5
3	Financial Accounting (Special Accounting areas – IV)	Arvind A. Dhond (local Author)	Vipul Prakashan	1	1-5

4.b List of Reference Books (R – Symbol for Reference Books) to be Referred by Students

Sr. No	Reference Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Advanced Accounting	CA. D.G. Sharma	Taxmann's	2	1-3
2	Financial Accounting	L.N. Chopde	Sheth	2	1-4

4.c List of E - Books (E – Symbol for E-Books) to be Referred by Students

Sr. No	E- Book Titles	Author/s	Publisher	Edition	Module Nos.
--------	----------------	----------	-----------	---------	-------------

1	Liquidation of companies	C.A. S.S. Pratap	ICAI		4
2	Internal reconstruction	C.A. SM Asha	ICAI		5

4.d

Web Links and Names of Magazines, Journals, E-journals – [VIT is member of IIT Bombay Library]

Refer online journals subscribed in VIT library. You can also access IIT Bombay online library for journals from IITB campus.

Sr. No.	Web-Links and Names of Journals and E-Journals Recommended to Students for this Course	Web-Links and Names of Magazines Recommended to Students for this Course	Module Nos.
1	http://www.accaglobal.com	Chartered Accountant – ICAI scales new heights of success	1-5
2		Chartered Accountant – Looking for new horizons	1-5
3		Chartered Accountant – Pollinating the growth	1-5
4		Chartered Accountant – Expanding growth	1-5
5		Chartered Accountant – International Taxation	1-5
6		Chartered Accountant – 67 years as institution of public trust	1-5

4.e

Module Best Available in - Tick the best resource [from 4.a to 4.d in this AAP] & give details

Module No.	Category (Please Tick Mark) - √						Available In VSIT Library?		Details of the Resource (i.e. Name, Chapter & Page No., etc.)
	Book			Maga-zine	Journals		Y	N	
	Text	Reference	E-Book		Regular	E-Journal			
1		✓					✓		Advanced Accounting
2		✓					✓		Financial Accounting
3		✓					✓		Advanced Accounting
4			✓						PDF
5			✓						PDF

4.f

Web Links for Online Notes/YouTube/VSIT Digital Content/VIT Lecture Capture/NPTEL Videos

Students can view lectures by VSIT professors, captured through LMS 'Lecture Capture' in VIT campus for previous years.

No.	Websites / Links	Module Nos.
1	Digital Content (live.vsit.edu.in)	1-5
2	Online Notes and PPTs (http://www.icaiknowledgegateway.org)	1-5

4.g

Recommended MOOC Courses like Coursera / NPTEL / MIT-OCW / edX etc.

Sr. No.	MOOC Course Link	Course conducted by – Person / University / Institute / Industry	Course Duration	Certificate (Y / N)
1	https://www.mooc-list.com/ Advanced Financial Accounting			
2				

4.h Recommended Value Added Courses (VAC)

Sr. No.	Name of the Value Added Course	Conducted by – Person / Institute / Industry	Course Duration	Certificate (Y / N)
1	Tally ERP9 with GST	Ms. Suchita Kawale Ms. Nikitha Shah	30 hrs	Y

4.i Study Material Distributed among Students

Tick if distributed among students					
GQ	Notes	Digital Content	PPT	EQ (updated till the Last Exam)	Other (Write Details)
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	

5. Consolidated Course Lesson Plan

	From (date/month/year)	To (date/month/year)	Total Number of Weeks
Semester Duration	15/6/2020	15/9/2020	15

Week	Lecture no.	Module No.	Lecture Topics / IA 1 and IA 2 / BSA planned to be covered	Actual date of Completion	COs	Recommended Prior Viewing / Reading	
						Lecture No. (on LMS)	Chapter No. / Page Nos. / Books/ Web Site
	1	1	Introduction to syllabus				
	2	1	Company Law / Legal provisions				
	3	1	Company Law / Legal provisions (including related restrictions, power, transfer to capital redemption reserve account and prohibitions)				
	4	1	Compliance of conditions including sources Maximum limits and debt equity ratio. Cancellation of Shares Bought back				
	5	1	Practical problems on above				

	6	2	Practical problems on above				
	7	2	Practical problems on above				
	8	2	Practical problems on above				
	9	2	Practical problems on above				
	10	2	Revision				
	11	2	Introduction to amalgamation, Absorption & External Reconstruction				
	12	2	Accounting Aspect As-14				
	13	2	Accounting Aspect As-14				
	14	2	Purchase consideration and it's methods				
	15	2	Purchase consideration and it's methods				
	16	3	Accounting in the books of transferor company				
	17		Accounting entries related to amalgamation				
	18		Problem on amalgamation				
	19		Problem on amalgamation				
	20		Problem on amalgamation				
	21		Problem on amalgamation				
	22		Problem on amalgamation				
	23		Problem on amalgamation				

24	Problem on amalgamation				
25	Problem on amalgamation				
26	Introduction, Underwriting,				
27	Underwriting Commission Provision of Companies Act with respect to Payment of underwriting commission				
28	Underwriters, Sub-Underwriters, Brokers and Manager to issues Types of underwriting,				
29	Abatement Clause Marked, Unmarked and Firm-underwriting applications,				
30	Liability of the underwriters in respect of underwriting contract				
31	Journal entries related to above chapter				
32	practical problems on above				
33	practical problems on above				
34	practical problems on above				
35	Revision				
36	Meaning of liquidation or winding up Liquidator's				
37	Preferential payments, Overriding preferential payments				
38	Preparation of statement of affairs, deficit / surplus account				
39	final statement				
40	Problem on above				
41	Problem on above				

	42		Problem on above				
	43		Problem on above				
	44		practical problems on above				
	45		Revision				
	46		Introduction				
	47		Need for reconstruction and company law provisions.				
	48		Distinction between internal and external reconstructions.				
	49		Accounting entries related to IR				
	50		Accounting entries related to IR				
	51		Problem on above				
	52		Problem on above				
	53		Problem on above				
	54		Problem on above				
	55		Problem on above				
	56		Problem on above				
	57		Problem on above				
	58		Problem on above				
	59		Problem on above				

	60		Problem on above				
	61		Revision				
	62		Revision				
	63		Revision				
	64		Revision				

6. Rubric for Grading and Marking of Term Work (inform students at the beginning of semester)

Lecture + Practical (% Attendance) & Marks	Assignments	Tutorial	Lab / Practical Performance	Lab Journal Assessment	Class Tests (Other than IA)	Class participation	Other (2) specify	Total
						05		05

7. Assignments / Tutorials Details (must attach print out of all questions together with AAP)

Assignment No.	Title of the Assignments / Tutorials	CO Map	Assignments given to Students on	Date of Submission
1	AS- 14 Amalgamation, Absorption & External Reconstruction	1	2 nd week	3 rd week
2	Internal Reconstruction	2	6 th week	7 th week
3	Underwriting of shares & debentures	3	6 th week	7 th week
4	Liquidation of Companies	4	10 th week	11 th week

5	Buy-Back of shares	5	2 nd week	3 rd week
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Analysis of Assignment / Tutorial Questions and Related Resources

Assignment No.	Week No.	Type* (✓)			Module No.	Based on #			Question Type (✓)	
		R	UQ	OBT		Text Book	Reference Book	Other Learning Resource	MU EQ	Thought Provoking
1	2	✓			1		✓			✓
2	5	✓			2		✓			✓
3	6	✓			3		✓			✓
4	8	✓	✓		4		✓			✓
5	10	✓			5		✓			✓

* Tick (✓) the Type of the Assignment: Regular (R); Unannounced Quiz (UQ) ; Open Book Test for TY/SY/MASTERS (OBT)

Write number for Text book, reference book, other learning resource from this AAP – from Points 4.a to 4.d

8.

Internal Assessment / Other Class Test / Open Book Test (OBT)/Take Home Test (THT) Details

Tests	Test Dates	Module No.	CO Map	IA Question Paper Pattern	Policy
1 st IA Test		1 & 4		Q1 – MCQ - 10 Marks Q2 – 1 numerical 5 Marks Q3 – 1 numerical 5 Marks 20 marks each for IA 1 & 2	No IA Re-test
2nd IA Test					IA is a Head of passing *
Pop Quiz					
Open Book Test		1 to 4			
Take Home Test		1 to 4			
Class tests / prelims					
Class tests / prelims					
Any other test/exams					

* IA failures will have to appear for re-test in next semester

9.a

Practical Activities – Regular Experiments

Practical No.	Module No.	Title of the Regular Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1					
2		NA			
3					
4					
5					
6					
7					
8					
9					
10					

9.b Practical Activities – Newly Added Experiments

Practical No.	Module No.	Title of the Newly Added Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1		Na			
2					

9.c Practical Activities – PBL Experiments

Practical No.	Module No.	Title of the PBL Experiments	Concepts to be highlighted	CO Map	Audit / Quality (0 to 4)
1	1	Case Study on Debt –Equity Ratio application and importance		1	
2	2	Practical Group Project such as Visit to Stock broking firm		2	

10. Beyond Syllabus Activities for Gap Mitigation

No.	Type of the Activity	Activities	Details – no of attendees, guest, feedback, mark sheet, report
1	Interaction with Outside World	Guest Lecture / Workshops	C. A. Xavier Rajan
2		Industrial Visit	✓
3	Test and Assessments	Class Tests – (other than IA)	
4		Mini Projects	
5		Pop Quiz	✓
6		Mobile App Based Quiz	
7		Open Book Test	✓
8		Take Home Test	✓
9	Collaborative and Group Activity	Poster Presentation	✓
10		Minute Papers	
11		Students Seminar	✓
12		Students Debates	
13		Panel Discussion / Mock GD	✓
14		Mock Interview	
15	Co-curricular Courses	MOOC-NPTEL/Coursera Videos	✓
16		Value Added Courses	✓
17		Lecture Capture Usage	

*** Do not delete any activity. Give details for planned events. Write 'NA' for activity Not Planned.**

Consolidated Academic Administration Plan Prepared by (mention all theory teaching faculty names with signature)

Faculty 1 Name (Sign.)
Mr. Sandip Khandekar

Faculty 2 Name (Sign.)

External Industry Mentor (Sign.)

External Academic Mentor (Sign.)

VSIT Cluster Mentor Name (Sign.)

Head of Dept. (Sign.)

VMIS (ERP)	V-Refer and V-Live	VSIT Library	VAC & MOOC Courses
Institute & Department Vision and Mission	Former IA question papers and solutions (prepared by faculty)	Former IA question papers solutions - hardcopy	Value Added Courses (VAC) are conducted throughout the semester & in the semester break - Enrol for the VACs
Program Educational Objectives (PEO)	MU end semester examination question papers and solutions (prepared by faculty)	MU end semester exam question paper & solutions - by faculty, hardcopy	
Program Specific Outcome (PSO)	Class notes and Digital Content for the subject (scanned / typed by faculty)	All text books, reference books, e -books mentioned in the syllabus & AAP	Online courses from NPTEL, Coursera etc. are pursued throughout the semester - Register for the course & get certified
Program Outcome (PO)	Comprehensive question bank, EQ, GQ, PPT, Class Test papers	Technical journals and magazines for reference	
Departmental Knowledge Map	Academic Administration Plan & Beyond Syllabus Activity report	VSIT library is member of IIT Bombay Library	Watch former lectures captured in LMS at VSIT

1.a Course Objectives (write in detail – follow NBA guideline in this regard)

Cognitive	What do you want students to know?	To understand the schedules and preparation of financial statement of Banking and Insurance companies
Affective	What do you want students to think / care about?	Students will be able to remember and prepare the accounts for Limited Liability Partnership Company's
Behavioural	What do you want students to be able to do?	To be well versed with the calculation of claim, premium, interest calculation provision for NPA, underwriting commission , unexpired Risk Reserve etc.

1.b Course Outcome (CO) Statements and Module-Wise Mapping (follow NBA guideline)

CO No.	Statements	Related Module/s
CO1	Can identify Legal provisions of Banking Regulation Act ,1949 relating to Accounts and Non-performing assets and income from Non-performing assets.	Unit 1
CO2	Is able to understand about Various types of insurance like fire, marine, Miscellaneous and Special terms like premium , claims , commission , Management expenses ,Reserve for unexpired risk , reinsurance	Unit 2
CO3	Can understand how to do valuation of goodwill and shares	Unit 3
CO4	Is aware about non-banking Financial companies	Unit 4
CO5	Is able to understand Statutory provisions and Conversion of Partnership business into Limited Liability Partnership Final Accounts	Unit 5

1.c Mapping of COs with POs (mark S: Strong, M: Moderate, W: Weak, Dash '-': not mapped)

	PO 1	PO 2	PO 3	PO 4	PO 5	PO 6	PO 7	PO 8	PO 9	PO 10	PO 11	PO 12
CO 1	S	S	S	W	M	W						
CO 2	S	S	S	W	M	W						
CO 3	S	S	S	W	M	W						
CO 4	S	S	S	W	M	W						
CO 5	S	S	S	W	M	W						

1.d Mapping of COs with PSOs (mark S: Strong, M: Moderate, W: Weak, Dash '-':not mapped)

	PSO 1	PSO 2	PSO 3	PSO 4
CO 1	S	S	S	W
CO 2	S	S	S	W
CO 3	S	S	S	W
CO 4	S	S	S	W
CO 5	S	S	S	W

1.e Teaching and Examination Scheme (As specified by the University) for the Course

Categories	Mathematics	Computing / IT / Electronics	Humanities & Soft Skill	Social Sciences	Commerce	Management	Multidisciplinary
Tick suitable category					✓		

Subject Code	Subject Name	Teaching Scheme			Credits Assigned			
		Theory	Practical	Tutorial	Theory	TW/Practical	Tutorial	Total
3.6.1	FA-VI	75	--	--	3	-	--	3

Subject Code	Subject Name	Examination Scheme							
		Theory Marks IA Test			End Sem. Exam Marks	TW	Practical	Oral	Total
		IA 1	IA 2	Sum of IA1 and IA2					
3.6.1	FA- VI	20	05	25	75	--	--	--	75

1.f Faculty-Wise Distribution of all Lecture-Practical-Tutorial Hours for the Course

Divisions	Lecture (Hrs.)	Practical (Hrs.)				Tutorial (Hrs.)			
		Batch 1	Batch 2	Batch 3	Batch 4	Batch 1	Batch 2	Batch 3	Batch 4
A	3.33	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.

1.g**Office Hours (Faculty will be available in office in this duration for solving students' query)**

Division	Day	Time (at least 1 Hr. / Division)	Venue (Office Room No.)
A	THUR	12.40 to 1.40 (DIV A)	X011

2.a**Syllabus: Module Wise Teaching Hours and % Weightage in University Question Paper**

Module No.	Module Title and Brief Details	Teaching Hrs. for each module	% Weightage in University Question Papers
1	Final Accounts of Banking Company	10	20%
2	Final Accounts of Insurance Company (Excl. Life Insurance)	10	20%
3	Non – Banking Financial Companies	10	20%
4	Valuation of Goodwill and Shares	10	20%
5	Accounting for Limited Liability Partnership	10	20%
* Insert rows for more modules in the Course		Total	50 HRS
			100%

2.b**Prerequisite Courses**

No.	Semester	Name of the Course	Topic/s
1	1	Financial Accounting	ALL

2.c**Relevance to Future Courses**

No.	Semester	Name of the Course
1	ALL	MBA IN FINANCE
2	1	MCOM

2.d**Real Life Application Mapping – Mention Application from Very Common Day to Day Life**

No.	Real Life Application Mapping with the Course
1.	Understand Banking Insurance accounting and understanding non – Banking Financial Companies

3. Past Results – Division-Wise and Topic-Wise Result Based Analysis

Details	Target –April 2019	Nov 2019	Nov 2018
Course Passing % – Average of 3 Divisions	95 - 100	95.76%	90.76%
Marks Obtained by Course Topper (mark/100)		97	99

Year	Division A		Division B		Division C	
	Initials of Teacher	% Result	Initials of Teacher	% Result	Initials of Teacher	% Result
Nov 2018	Agnus Meledath	91.19%	Agnus Meledath	90.77%	Agnus Meledath	90.18%
Nov 2019	Agnus Meledath	96.66%	Agnus Meledath	96.55%	Agnus Meledath	98.45%

Topics which affect results negatively	Module Number	Recommendations to overcome these issues & improve result in future
Banking Companies/	1	Will be making them write all schedules and memorise and take a test
Insurance Co Accounting	2	Will be making them write all schedules and memorise and take a test

4 All the Learning Resources – Books and E-Resources

4.a List of Text Books (T – Symbol for Text Books) to be Referred by Students

Sr. No	Text Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Advance Accounts	Shukla and Grewal, S.	Chand and Company (P) Ltd., New Delhi		1
2	Advanced Accountancy,	R.L Gupta and M. Radhaswamy	S. Chand and Company (P) Ltd., New Delhi		2
3	Financial Accounting,	P.C. Tulsian	Pearson Publications, New Delhi		3

4.b List of Reference Books (R – Symbol for Reference Books) to be Referred by Students

Sr. No	Reference Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Financial Accounting	P. C. Tulsian, ,	Pearson Publications		1-5
2	Accounting Principles	R.N. and Reece J.S., Richard Irwin Inc			1-5
3	Introduction to Accountancy	T. S. Grew al, S. Chand and Company (P) Ltd.,			1-5
4	Advance Accounts	by Shukla & Grewal, S. Chand and Company			1-5

4.c List of E - Books (E – Symbol for E-Books) to be Referred by Students

Sr. No	E- Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Valuation of Goodwill and Shares http://www.himpub.com/documents/Chapter1715.pdf	Dr. Nishikant Jha	HIMALAYA	2ND	4
2	NBC- https://www.rbi.org.in/Scripts/FAQView.aspx?Id=92	RBI			5
3	Accounting for Limited Liability Partnership https://www.simpletaxindia.net/2012/11/limited-liability-partnership-llp-free.html	CA RAJKUMAR IS ADUKIA			
4					

4.d Web Links and Names of Magazines, Journals, E-journals – [VIT is member of IIT Bombay Library]

Refer online journals subscribed in VIT library. You can also access IIT Bombay online library for journals from IITB campus.

Sr. No.	Web-Links and Names of Journals and E-Journals Recommended to Students for this Course	Web-Links and Names of Magazines Recommended to Students for this Course	Module Nos.
1	Finance India – Accounting and Finance http://www.indianjournaloffinance.co.in/	Indian Journal of Finance http://www.indianjournaloffinance.co.in/	1-5
2	https://onlinelibrary.wiley.com/journal/15406261	Global Journal of Finance and Management https://www.ripublication.com/gjfem.htm	1-5
3			

4.e Module Best Available in - Tick the best resource [from 4.a to 4.d in this AAP] & give details

Module No.	Category (Please Tick Mark) - √						Available In VSIT Library?		Details of the Resource (i.e. Name, Chapter & Page No., etc.)
	Book			Maga-zine	Journals		Y	N	
	Text	Reference	E-Book		Regular	E-Journal			
1	✓	✓					Y		Financial Accounting - Tulsian
2									

4.f Web Links for Online Notes/YouTube/VSIT Digital Content/VIT Lecture Capture/NPTEL Videos

Students can view lectures by VSIT professors, captured through LMS 'Lecture Capture' in VIT campus for previous years.

No.	Websites / Links	Module Nos.
1	https://youtu.be/Si87q8hVrgc - BANKING COMPANIES	1
2	https://youtu.be/KpzdBLtnmA - BANKING COMPANIES	1
3	https://youtu.be/oRldr3yMFvA - BANKING COMPANIES	1
4	https://youtu.be/fE5HFPItu78 -Insurance companies	2
5	https://youtu.be/bLXHfCKbe3s - Insurance companies	2
6	https://youtu.be/ISoLoDjQxU - NBC	3
7	https://youtu.be/19QVfWPUWpM -valuation of goodwill	4
8		
9		
10		

4.g Recommended MOOC Courses like Coursera / NPTEL / MIT-OCW / edX etc.

Sr. No.	MOOC Course Link	Course conducted by – Person / University / Institute / Industry	Course Duration	Certificate (Y / N)
1	FINANCIAL ACCOUNTING https://hbx.hbs.edu/courses/financial-accounting/?c1=GAW_SE_NW&source=IN_CORE_FNCE&cr2=search_-_nw_-_in_-_core_-_financial_accounting&kw=_PLUS_financial_P	FINANCIAL ACCOUNTING- HARVARD BUSINESS SCHOOL	60 HRS	Y

4.h Recommended Value Added Courses (VAC)

Sr. No.	Name of the Value Added Course	Conducted by – Person / Institute / Industry	Course Duration	Certificate (Y / N)
1	Online Courses in Finance -	Welingkar's Distance Learning		Y

4.i Study Material Distributed among Students

Tick if distributed among students

GQ	Notes	Digital Content	PPT	EQ (updated till the Last Exam)	Other (Write Details)
<input type="checkbox"/> ✓	<input type="checkbox"/> ✓	<input type="checkbox"/> ✓	<input type="checkbox"/> ✓	<input type="checkbox"/> ✓	

5. Consolidated Course Lesson Plan

	From (date/month/year)	To (date/month/year)	Total Number of Weeks
Semester Duration	27/11/2017	17/03/2018	15

Week	Lecture no.	Module No.	Lecture Topics / IA 1 and IA 2 / BSA planned to be covered	Actual date of Completion	COs	Recommended Prior Viewing / Reading	
						Lecture No. (on LMS)	Chapter No. / Page Nos./ Books/ Web Site
1	1	01	Final Accounts of Banking Company		CO1		
	2	01	Legal provisions of Banking Regulation Act ,1949 relating to Accounts		CO1		
	3	01	Statutory reserves including Cash reserve ratio and Statutory Liquidity Ratio		CO1		
	4	01	Bill purchased and discounted, rebate of bill discounted ,Capital Adequacy Ratio		CO1		
	5	01	Final accounts in prescribed form		CO1		
2	6	01	Non-performing assets and income from Non-performing assets		CO1		
	7	01	Classification of Advances, standard, sub-standard, doubtful and provisioning requirement		CO1		
	8	01	Problems of Final Accounts of Banking Company		CO1		
3	9	01	Problems of Final Accounts of Banking Company		CO1		
	10	01	Problems of Final Accounts of Banking Company		CO1		
	11	04	Valuation of Goodwill		CO4		

	12	04	Maintainable Profit method,		CO4		
	13	04	Super Profit Method		CO4		
4	14	04	Capitalization method		CO4		
	15	04	Annuity Method		CO4		
	16	04	, Valuation of Shares		CO4		
	17	04	Intrinsic Value Method,		CO4		
	18	04	Yield method and Fair Value Method		CO4		
	19	04	Practical Problems of Valuation of Goodwill and Valuation of Shares		CO4		
	20	04	Practical Problems of Valuation of Goodwill and Valuation of Shares		CO4		
	21	04	Practical Problems of Valuation of Goodwill and Valuation of Shares		CO4		
6	22	02	Problems of Final Accounts of Insurance Company		CO2		
	23	02	Problems of Final Accounts of Insurance Company		CO2		
	24	02	Problems of Final Accounts of Insurance Company		CO2		
	25	02	Problems of Final Accounts of Insurance Company		CO2		
7	26	02	Problems of Final Accounts of Insurance Company		CO2		
	27	02	Problems of Final Accounts of Insurance Company		CO2		
	28	02	Revision		CO2		
	29	02	Revision		CO2		

8	30	02	Revision		CO2		
	31	03	NBF companies Introduction, Definition,		CO3		
	32	03	Registration and Regulation		CO3		
	33	03	Registration and Regulation		CO3		
	34	03	Accounting of Investment of NBF companies,		CO3		
9	35	03	Applicability of Prudential Norms,		CO3		
	36	03	Assets classification, Non- performing Assets, Capital Adequacy,		CO3		
	37	03	Preparation of Financial statement		CO3		
	38	03	Preparation of Financial statement		CO3		
10	39	03	Preparation of Financial statement		CO3		
	40	05	Accounting for Limited Liability Partnership		CO5		
	41	05	Conversion of Partnership business into Limited Liability Partnership Final Accounts		CO5		
	42	05	Problems relating to Limited Liability Partnership		CO5		
	43	05	Problems relating to Limited Liability Partnership		CO5		
11	44	05	Problems relating to Limited Liability Partnership		CO5		
	45	05	Problems relating to Limited Liability Partnership		CO5		
	46	05	Problems relating to Limited Liability Partnership		CO5		
	47	05	Problems relating to Limited Liability Partnership		CO5		

	48	05	Problems relating to Limited Liability Partnership		CO5		
12	49	05	Problems relating to Limited Liability Partnership		CO5		
	50	05	Problems relating to Limited Liability Partnership		CO5		

6. Rubric for Grading and Marking of Term Work (inform students at the beginning of semester)

Lecture + Practical (% Attendance) & Marks	Assignments	Tutorial	Lab / Practical Performance	Lab Journal Assessment	Class Tests (Other than IA)	Class participation	Other (2) specify	Total
						05		05

7. Assignments / Tutorials Details (must attach print out of all questions together with AAP)

Assignment No.	Title of the Assignments / Tutorials	CO Map	Assignments given to Students on	Date of Submission
1	Final Accounts of Banking Company	CO1		
2	Final Accounts of Insurance Company (Excl. Life Insurance)	CO2		
3	Non – Banking Financial Companies	CO3		
4	Valuation of Goodwill and Shares	CO4		
5	Accounting for Limited Liability Partnership	CO5		

Analysis of Assignment / Tutorial Questions and Related Resources

Assignment No.	Week No.	Type* (✓)			Module No.	Based on #			Question Type (✓)	
		R	UQ	OBT		Text Book	Reference Book	Other Learning Resource	MU EQ	Thought Provoking
1	2	Y	Y		1		Y		Y	Y
2	4	Y	Y		2		Y		Y	Y
3	6	Y	Y		3		Y		Y	Y
4	8	Y	Y		4		Y		Y	Y

* Tick (✓) the Type of the Assignment: Regular (R); Unannounced Quiz (UQ) ; Open Book Test for TY/SY/MASTERS (OBT)
Write number for Text book, reference book, other learning resource from this AAP – from Points 4.a to 4.d

8. Internal Assessment / Other Class Test / Open Book Test (OBT)/Take Home Test (THT) Details

Tests	Test Dates	Module No.	CO Map	IA Question Paper Pattern	Policy
1 st IA Test				Q1 – MCQ - 10 Marks Q2 – 1 numerical 5 Marks Q3 – 1 numerical 5 Marks 20 marks each for IA 1 & 2	No IA Re-test
2nd IA Test					IA is a Head of passing *
Pop Quiz	June	1	CO1		
Open Book Test	July	2	CO2		
Take Home Test	Aug	3	CO4		
Class tests / prelims	Sept	4	CO5		
Class tests / prelims					
Any other test/exams					

* IA failures will have to appear for re-test in next semester

9.a Practical Activities – Regular Experiments

Practical No.	Module No.	Title of the Regular Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)

1					
2					
3					

9.b Practical Activities – Newly Added Experiments

Practical No.	Module No.	Title of the Newly Added Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1					
2					

9.c Practical Activities – PBL Experiments

Practical No.	Module No.	Title of the PBL Experiments	Concepts to be highlighted	CO Map	Audit / Quality (0 to 4)
1					
2					

10. Beyond Syllabus Activities for Gap Mitigation

No.	Type of the Activity	Activities	Details – no of attendees, guest, feedback, mark sheet, report
1	Interaction with Outside World	Guest Lecture / Workshops	
2		Industrial Visit	
3	Test and Assessments	Class Tests – (other than IA)	
4		Mini Projects	Yes
5		Pop Quiz	Yes
6		Mobile App Based Quiz	
7		Open Book Test	Yes
8		Take Home Test	Yes
9	Collaborative and Group Activity	Poster Presentation	
10		Minute Papers	
11		Students Seminar	

12		Students Debates	Yes
13		Panel Discussion / Mock GD	
14		Mock Interview	
15	Co-curricular Courses	MOOC-NPTEL/Coursera Videos	Yes
16		Value Added Courses	Yes
17		Lecture Capture Usage	

*** Do not delete any activity. Give details for planned events. Write 'NA' for activity Not Planned.**

Consolidated Academic Administration Plan Prepared by (mention all theory teaching faculty names with signature)

Agnus Anthony

Faculty 1 Name (Sign.)

Faculty 2 Name (Sign.)

Faculty 3 Name (Sign.)

External Industry Mentor (Sign.)

External Academic Mentor (Sign.)

VSIT Cluster Mentor Name (Sign.)

Head of Dept. (Sign.)

Consolidated Academic Administration Plan for the Course
VSIT Financial Analysis and Business Valuation – V
B.Com. (Accounting & Financing)– 2021-2022 – Odd Semester
Mr. Vijay Gawde & Mr. Ajay Poojary

The academic resources available in VSIT –

VMIS (ERP)	V-Refer and V-Live	VSIT Library	VAC & MOOC Courses
Institute & Department Vision and Mission	Former IA question papers and solutions (prepared by faculty)	Former IA question papers solutions - hardcopy	Value Added Courses (VAC) are conducted throughout the semester & in the semester break - Enrol for the VACs
Program Educational Objectives (PEO)	MU end semester examination question papers and solutions (prepared by faculty)	MU end semester exam question paper & solutions - by faculty, hardcopy	
Program Specific Outcome (PSO)	Class notes and Digital Content for the subject (scanned / typed by faculty)	All text books, reference books, e -books mentioned in the syllabus & AAP	Online courses from NPTEL, Coursera etc. are pursued throughout the semester - Register for the course & get certified
Program Outcome (PO)	Comprehensive question bank, EQ, GQ, PPT, Class Test papers	Technical journals and magazines for reference	
Departmental Knowledge Map	Academic Administration Plan & Beyond Syllabus Activity report	VSIT library is member of IIT Bombay Library	Watch former lectures captured in LMS at VSIT

1.a Course Objectives (write in detail – follow NBA guideline in this regard)

Cognitive	What do you want students to know?	To understand various Financial Models and Valuation Models
Affective	What do you want students to think / care about?	To think on basics of valuation. To know about various approaches for valuating business.
Behavioural	What do you want students to be able to do?	To solve practical problems based on Profitability Ratios and Cash flows. To understand the role of valuation in business.

1.b Course Outcome (CO) Statements and Module-Wise Mapping (follow NBA guideline)

CO No.	Statements	Related Module/s
CO1	To understand financial modeling for project appraisal.	Unit 1
CO2	To make students comfortable with Financial Analysis.	Unit 2
CO3	To provide an insight on Growth Analysis and Sustainable Earning.	Unit 3
CO4	To make them familiar with basics of Valuation.	Unit 4
CO5	To understand various Valuation Models.	Unit 5
CO6	To solve practical problems based on Valuation of Assets and Liabilities.	Unit 6

1.c Mapping of COs with POs (mark S: Strong, M: Moderate, W: Weak, Dash '-': not mapped)

	PO 1	PO 2	PO 3	PO 4	PO 5	PO 6	PO 7	PO 8	PO 9	PO 10	PO 11	PO 12
CO 1	S	S	S	M	M							
CO 2	S	S	S	M	M							
CO 3	M	S	M	S	S							

CO 4	M	S	S	S	S							
CO 5	M	S	S	S	S							
CO 6	W	M	S	S	M							

1.d Mapping of COs with PSOs (mark S: Strong, M: Moderate, W: Weak, Dash '-':not mapped)

	PSO 1	PSO 2	PSO 3	PSO 4
CO 1	S	M	M	
CO 2	M	S	S	
CO 3	M	S	S	
CO 4	S	S	S	
CO 5	S	S	S	
CO 6	S	S	M	

1.e Teaching and Examination Scheme (As specified by the University) for the Course

Categories	Mathematics	Computing / IT / Electronics	Humanities & Soft Skill	Social Sciences	Commerce	Management	Multidisciplinary
Tick suitable category					✓		

Subject Code	Subject Name	Teaching Scheme			Credits Assigned			
		Theory	Internal	Tutorial	Theory	TW/Practical	Tutorial	Total
	Financial Analysis and Business Valuation - V	75	25	--	--	-	--	3

Subject Code	Subject Name	Examination Scheme							
		Theory Marks IA Test			End Sem. Exam Marks	TW	Practical	Oral	Total
		IA 1	IA 2	Sum of IA1 and IA2					
	Financial Analysis and Business Valuation – V	20	05	25	75	--	--	--	75

1.f Faculty-Wise Distribution of all Lecture-Practical-Tutorial Hours for the Course

Batch	Lecture (Hrs.)	Practical (Hrs.)				Tutorial (Hrs.)			
		Batch 1	Batch 2	Batch 3	Batch 4	Batch 1	Batch 2	Batch 3	Batch 4
Batch 1	1	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.
Batch 2	1	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.

1.g Office Hours (Faculty will be available in office in this duration for solving students' query)

Division	Day	Time (at least 1 Hr. / Division)	Venue (Office Room No.)
Batch 1	Friday	12:30p.m. to 1:30p.m	Online (MS Teams)
Batch 2	Saturday	12:30p.m. to 1:30p.m	Online (MS Teams)

2.a Syllabus: Module Wise Teaching Hours and % Weightage in University Question Paper

Module No.	Module Title and Brief Details	Teaching Hrs. for each module	% Weightage in University Question Papers
1	Financial Modeling for Project Appraisal	4	10
2	Financial Analysis	10	20
3	Growth Analysis and Sustainable Earning	6	20
4	Basics of Valuation	4	10
5	Valuation Models	8	20
6	Valuation of Assets and Liabilities	8	20
* Insert rows for more modules in the Course Total		40	100

2.b Prerequisite Courses

No.	Semester	Name of the Course	Topic/s
1	1	Financial Management I	NPV, IRR
2	4	Management Accounting	Analysis and Interpretation of Accounts, Ratio Analysis, Cash Flow Statement
3	5	Financial Accounting VI	Valuation of Goodwill and Shares

2.c Relevance to Future Courses

No.	Semester	Name of the Course
1	6	Financial Management III – Business Valuation topic
2		Post Graduate Courses such as M.Com, MBA, etc

2.d Real Life Application Mapping – Mention Application from Very Common Day to Day Life

No.	Real Life Application Mapping with the Course
1	Applying Financial Modeling for Project Appraisal
2	Analysing the Financial Statements of a Company
3	Valuation of a business for legal and tax purpose

3. Past Results – Division-Wise and Topic-Wise Result Based Analysis

Details	Target - Nov 2021	Nov 2020	Nov 2019	Nov 2018
Course Passing % – Average of 3 Divisions	100%	100%	100%	85.71%
Marks Obtained by Course Topper (mark/100)	97	93 (Saud Fakhi, Ibad Tandel)	92 (Mohd Saquib)	95 (Prasad Lad)

Year	Division A		Division B		Division C	
	Initials of Teacher	% Result	Initials of Teacher	% Result	Initials of Teacher	% Result
Nov 2020	VMG	100%				
Nov 2019	AJP	100%			-	-
Nov 2018	VRG	85.71%	-	-	-	-

Topics which affect results negatively	Module Number	Recommendations to overcome these issues & improve result in future
Valuation Models	5	More conceptual knowledge through examples to be given

4 All the Learning Resources – Books and E-Resources**4.a List of Text Books (T – Symbol for Text Books) to be Referred by Students**

Sr. No.	Text Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Measuring and Managing the value of companies	Tim Koller	Mc Kinsey & Co	5 th	4-6
2					
3					

4.b List of Reference Books (R – Symbol for Reference Books) to be Referred by Students

Sr. No.	Reference Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Valuation: Measuring and Managing the value of Companies	Thomas Copeland-	Wiley	1 st	4-6

2	The Handbook of Advanced Business Valuation	Robert Reilly	McGraw-Hill	1 st	4-6
3	Business Valuation	Pitabas Mohanty	Taxmann	2015	4-6
4					

4.c List of E - Books (E – Symbol for E-Books) to be Referred by Students

Sr. No	E- Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Measuring and Managing the value of companies	Tim Koller	Mc Kinsey & Co	5 th	4-6
2					

4.d Web Links and Names of Magazines, Journals, E-journals – [VIT is member of IIT Bombay Library]

Refer online journals subscribed in VIT library. You can also access IIT Bombay online library for journals from IITB campus.

Sr. No.	Web-Links and Names of Journals and E-Journals Recommended to Students for this Course	Web-Links and Names of Magazines Recommended to Students for this Course	Module Nos.
1			
2			

4.e Module Best Available in - Tick the best resource [from 4.a to 4.d in this AAP] & give details

Module No.	Category (Please Tick Mark) - √						Available In VSIT Library?		Details of the Resource (i.e. Name, Chapter & Page No., etc.)
	Book			Maga-zine	Journals		Y	N	
	Text	Reference	E-Book		Regular	E-Journal			
1		✓							
2		✓							
3		✓							
4		✓							
5		✓							
6		✓							

4.f Web Links for Online Notes/YouTube/VSIT Digital Content/VIT Lecture Capture/NPTEL Videos

Students can view lectures by VSIT professors, captured through LMS 'Lecture Capture' in VIT campus for previous years.

No.	Websites / Links	Module Nos.
1	Digital Content (live.vsit.edu.in/vrefer & MS Teams)	1-6

2		
---	--	--

4.g Recommended MOOC Courses like Coursera / NPTEL / MIT-OCW / edX etc.

Sr. No.	MOOC Course Link	Course conducted by – Person / University / Institute / Industry	Course Duration	Certificate (Y / N)
1				

4.h Recommended Value Added Courses (VAC)

Sr. No.	Name of the Value Added Course	Conducted by – Person / Institute / Industry	Course Duration	Certificate (Y / N)
1	VAC on International Finance			

4.i Study Material Distributed among Students

Tick if distributed among students					
GQ	Notes	Digital Content	PPT	EQ (updated till the Last Exam)	Other (Write Details)
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

5. Consolidated Course Lesson Plan

	From (date/month/year)	To (date/month/year)	Total Number of Weeks
Semester Duration	21/06/2021	21/09/2021	13

Week	Lecture no.	Module No.	Lecture Topics / IA 1 and IA 2 / BSA planned to be covered	Actual date of Completion	COs	Recommended Prior Viewing / Reading	
						Lecture No. (on LMS)	Chapter No. / Page Nos./ Books/ Web Site
	1	1	Intro to Subject and Discussion of AAP		CO1		
	2	1	Intro to Financial Modeling – Concepts and Application		CO1		
	3	1	Use of NPV, IRR		CO1		Pop Quiz

	4	1	Forecasting Techniques		CO1		Mini Project
	5	2	Intro to Financial Analysis		CO2		Assignment 1
	6	2	Financial Statement Analysis		CO2		
	7	2	Analysis of Balance Sheet		CO2		
	8	2	Analysis of Balance Sheet		CO2		
	9	2	Analysis of Income Statement		CO2		OBT
	10	2	Analysis of Income Statement		CO2		Assignment 2
	11	2	Analysis of Statement of Shareholder Equity		CO2		
	12	2	Analysis of Cash Flow statement		CO2		
	13	2	Analysis of Profitability		CO2		
	14	2	Revision of Unit 2		CO2		Minute Papers
	15	3	Introduction to Growth Analysis		CO3		
	16	3	Introduction to Sustainable Earnings		CO3		Assignment 3
	17	3	Concept of Growth Analysis		CO3		
	18	3	Analysis of Changes in profitability and sustainable earnings		CO3		
	19	3	P/B ratio, Sums		CO3		THT

	20	3	P/E ratio, Sums		CO3		
	21	4	Introduction to Valuation, Price and Value		CO4		
	22	4	Foundation of Business Valuation		CO4		
	23	4	Purpose of Business Valuation, Valuation of Bias		CO4		
	24	4	Uncertainties and Role of Business Valuation		CO4		Assignment 4
	25	5	Introduction to Valuation Models		CO5		
	26	5	Asset based approach		CO5		
	27	5	Income based approach		CO5		Minute Papers
	28	5	Market based approach		CO5		
	29	5	Discounted cash flow		CO5		
	30	5	Relative Valuation		CO5		
	31	5	Free cash flow valuation		CO5		Assignment 5
	32	5	Revision of Unit 5		CO5		
	33	6	Valuation of Fixed Assets		CO6		
	34	6	Valuation of Inventories		CO6		
	35	6	Valuation of Shares		CO6		

	36	6	Valuation of Goodwill		CO6		Minute Papers
	37	6	Valuation of Patents, Copyrights		CO6		
	38	6	Valuation of Brands, Real Estate		CO6		
	39	6	Valuation of Liabilities		CO6		
	40	6	Revision of Unit 6		CO6		

6. Rubric for Grading and Marking of Term Work (inform students at the beginning of semester)

Lecture + Practical (% Attendance) & Marks	Assignments	Tutorial	Lab / Practical Performance	Lab Journal Assessment	Two Class Tests	Internal Assessment (Midterm)	Other (2) specifying	Total
20	20	-	-	-	40	20		100

7. Assignments / Tutorials Details (must attach print out of all questions together with AAP)

Assignment No.	Title of the Assignments / Tutorials	CO Map	Assignments given to Students on	Date of Submission
1	Assignment 1	CO1	3 rd week	4 th week
2	Assignment 2	CO2	5 th week	6 th week
3	Assignment 3	CO3	7 th week	8 th week
4	Assignment 4	CO4	9 th week	10 th week
5	Assignment 5	CO5	11 th week	12 th week

Analysis of Assignment / Tutorial Questions and Related Resources

Assignment No.	Week No.	Type* (✓)			Module No.	Based on #			Question Type (✓)	
		R	UQ	OBT		Text Book	Reference Book	Other Learning Resource	MU EQ	Thought Provoking
1	2	✓			1		✓		✓	
2	5	✓			2		✓		✓	
3	6	✓			3		✓		✓	
4	8	✓			4		✓		✓	
5	10	✓			5		✓		✓	

* Tick (✓) the Type of the Assignment: Regular (R); Unannounced Quiz (UQ) ; Open Book Test for TY/SY/MASTERS (OBT)
Write number for Text book, reference book, other learning resource from this AAP – from Points 4.a to 4.d

8.

Internal Assessment / Other Class Test / Open Book Test (OBT)/Take Home Test (THT) Details

Tests	Test Dates	Module No.	CO Map	IA Question Paper Pattern	Policy
1 st IA Test	August 2021	2,3	CO2 and CO3	Q1 – MCQ - 10 Marks Q2 – 1 numerical 5 Marks Q3 – 1 numerical 5 Marks 20 marks each for IA 1 & 2	No IA Re-test
2nd IA Test					IA is a Head of passing *
Pop Quiz					
Open Book Test					
Take Home Test					
Class tests / prelims					
Class tests / prelims					
Any other test/exams					

* IA failures will have to appear for re-test in next semester

9.a

Practical Activities – Regular Experiments

Practical No.	Module No.	Title of the Regular Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1					

2					
3					
4					
5					
6					
7					
8					
9					
10					

9.b Practical Activities – Newly Added Experiments

Practical No.	Module No.	Title of the Newly Added Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1					
2					

9.c Practical Activities – PBL Experiments

Practical No.	Module No.	Title of the PBL Experiments	Concepts to be highlighted	CO Map	Audit / Quality (0 to 4)
1					
2					

10. Beyond Syllabus Activities for Gap Mitigation

No.	Type of the Activity	Activities	Details – no of attendees, guest, feedback, mark sheet, report
1	Interaction with Outside World	Guest Lecture / Workshops	
2		Industrial Visit	

3	Test and Assessments	Class Tests – (other than IA)	Yes (1 in each unit)
4		Mini Projects	✓
5		Pop Quiz	✓
6		Mobile App Based Quiz	
7		Open Book Test	✓
8		Take Home Test	✓
9	Collaborative and Group Activity	Poster Presentation	
10		Minute Papers	✓
11		Students Seminar	
12		Students Debates	
13		Panel Discussion / Mock GD	
14	Mock Interview		
15	Co-curricular Courses	MOOC-NPTEL/Coursera Videos	✓
16		Value Added Courses	✓
17		Lecture Capture Usage	

*** Do not delete any activity. Give details for planned events. Write 'NA' for activity Not Planned.**

Consolidated Academic Administration Plan Prepared by (mention all theory teaching faculty names with signature)

Faculty 1 Name (Sign.)

Mr. Ajaykumar Poojary

External Industry Mentor (Sign.)

External Academic Mentor (Sign.)

VSIT Cluster Mentor Name (Sign.)

Head of Dept. (Sign.)

The academic resources available in VSIT –

VMIS (ERP)	V-Refer and V-Live	VSIT Library	VAC & MOOC Courses
Institute & Department Vision and Mission	Former IA question papers and solutions (prepared by faculty)	Former IA question papers solutions - hardcopy	Value Added Courses (VAC) are conducted throughout the semester & in the semester break - Enrol for the VACs
Program Educational Objectives (PEO)	MU end semester examination question papers and solutions (prepared by faculty)	MU end semester exam question paper & solutions - by faculty, hardcopy	
Program Specific Outcome (PSO)	Class notes and Digital Content for the subject (scanned / typed by faculty)	All text books, reference books, e -books mentioned in the syllabus & AAP	Online courses from NPTEL, Coursera etc. are pursued throughout the semester - Register for the course & get certified
Program Outcome (PO)	Comprehensive question bank, EQ, GQ, PPT, Class Test papers	Technical journals and magazines for reference	
Departmental Knowledge Map	Academic Administration Plan & Beyond Syllabus Activity report	VSIT library is member of IIT Bombay Library	Watch former lectures captured in LMS at VSIT

1.a Course Objectives (write in detail – follow NBA guideline in this regard)

Cognitive	What do you want students to know?	Role of financial manager, different decisions taken in running business effectively
Affective	What do you want students to think / care about?	Funding, investment decisions of the business
Behavioural	What do you want students to be able to do?	Analyse the capital requirement for a start-up and layout of project in terms of resource mobilisation

1.b Course Outcome (CO) Statements and Module-Wise Mapping (follow NBA guideline)

CO No.	Statements	Related Module/s
CO1	Introduce students to financial management and its importance and its applications in business and Introduce students to financial planning, and objectives, benefits, types of areas and stages of financial planning	Unit 1
CO2	Students learn different methods to evaluate project, Project planning & Risk Analysis	Unit 2
CO3	It will enable student to understand how corporations make important investment and financing decisions	Unit 3
CO4	Introduce Mutual Fund types and valuation and Bond valuation	Unit 4
CO5	Help the students to evaluate credit policy and manage receivables	Unit 5

1.c Mapping of COs with POs (mark S: Strong, M: Moderate, W: Weak, Dash ‘-’: not mapped)

	PO 1	PO 2	PO 3	PO 4	PO 5	PO 6	PO 7	PO 8	PO 9	PO 10	PO 11	PO 12
CO 1	S	M	S	W	M	M	-	-	-	-	-	-
CO 2	S	M	S	M	M	M	-	-	-	-	-	-
CO3	S	M	S	W	M	M	-	-	-	-	-	-
CO4	S	M	M	M	M	M	-	-	-	-	-	-

CO5	S	M	M	M	M	M	-	-	-	-	-	-
-----	---	---	---	---	---	---	---	---	---	---	---	---

1.d Mapping of COs with PSOs (mark S: Strong, M: Moderate, W: Weak, Dash '-':not mapped)

	PSO 1	PSO 2	PSO 3	PSO 4
CO 1				
CO 2				

1.e Teaching and Examination Scheme (As specified by the University) for the Course

Categories	Mathematics	Computing / IT / Electronics	Humanities & Soft Skill	Social Sciences	Commerce	Management	Multidisciplinary
Tick suitable category					✓		

Subject Code	Subject Name	Teaching Scheme			Credits Assigned			
		Theory	Practical	Tutorial	Theory	TW/Practical	Tutorial	Total
	Financial Management II	75	-	-	3	-	-	3

Subject Code	Subject Name	Examination Scheme							Total
		Theory Marks IA Test			End Sem. Exam Marks	TW	Practical	Oral	
		IA 1	IA 2	Sum of IA1 and IA2					
	Financial Management II	25			75	-	-	-	100

1.f Faculty-Wise Distribution of all Lecture-Practical-Tutorial Hours for the Course

Divisions	Lecture (Hrs.)	Practical (Hrs.)				Tutorial (Hrs.)			
		Batch 1	Batch 2	Batch 3	Batch 4	Batch 1	Batch 2	Batch 3	Batch 4
A	3.00	NA	NA	NA	NA	NA	NA	NA	NA
B	3.00	NA	NA	NA	NA	NA	NA	NA	NA
C	3.00	NA	NA	NA	NA	NA	NA	NA	NA

1.g Office Hours (Faculty will be available in office in this duration for solving students' query)

Division	Day	Time (at least 1 Hr. / Division)	Venue (Office Room No.)
A	Monday – div A	12.30 to 1.30	X – 011

B	Tuesday - div B	12.30 to 1.30	X – 011
C	Wednesday - div C	12.30 to 1.30	X – 011

2.a Syllabus : Module Wise Teaching Hours and % Weightage in University Question Paper

Module No.	Module Title and Brief Details	Teaching Hrs. for each module	% Weightage in University Question Papers
1	Strategic Financial Management	04.00	10%
2	Capital Budgeting – Project planning & Risk Analysis	12.50	25%
3	Capital Structure Theories & Dividend decisions	12.50	25%
4	Mutual Fund and Bond valuation	12.50	25%
5	Credit management	08.50	15%
* Insert rows for more modules in the Course		Total	50
			100

2.b Prerequisite Courses

No.	Semester	Name of the Course	Topic/s
1	I	FYBAF	Financial Management
2	IV	SYBAF	Introduction to Management Accounting

2.c Relevance to Future Courses

No.	Semester	Name of the Course
1	VI	BAF – Strategic Financial Management

2.d Real Life Application Mapping – Mention Application from Very Common Day to Day Life

No.	Real Life Application Mapping with the Course
1	Managers to interface with accounting and finance departments, help them to understand how firms meet their financial objectives utilizing financial decision-making With the help of financial tools and techniques
2	To measure financial performance, effects of new financial innovations

3. Past Results – Division-Wise and Topic-Wise Result Based Analysis

Details	Target – Oct 2020	Oct 2019	Oct 2018	Oct 2017
Course Passing % – Average of 3 Divisions	95	92.43	97.65%	92.5 %

Marks Obtained by Course Topper (mark/100)	98	98	92	94
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	Division A		Division B		Division C	
Year	Initials of Teacher	% Result	Initials of Teacher	% Result	Initials of Teacher	% Result
Oct 2019	Pooja Jogu	94.45%	Pooja Jogu	91.67%	Pooja Jogu	88.89%
Oct 2018	Pooja Jogu	98.57%	Pooja Jogu	96.73%		
Oct 2017	Prathma N	95.6%	Prathma N	89.4%		

Topics which affect results negatively	Module Number	Recommendations to overcome these issues & improve result in future
Capital Budgeting	2	Practice more sums. Give more assignments, Conceptual understanding of the topics is more important

4 All the Learning Resources – Books and E-Resources

4.a List of Text Books (T – Symbol for Text Books) to be Referred by Students

Sr. No	Text Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Fundamentals of Financial Management	D. Chandra Bose	PHI Learning Pvt. Ltd		All
2	Financial Management	C. Paramasivan & T. Subramanian			
3	Financial Management	Ravi Kishore			All
4	Financial Management	Tulsian PC			All

4.b List of Reference Books (R – Symbol for Reference Books) to be Referred by Students

Sr. No	Reference Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Financial Management	I.M. Pandey	Vikas Publishing House		All
3	Financial Management: Text and Problems	Khan & Jain	Tata McGraw Hil		2,3 & 4
4	Financial Management: Theory and Practice	Prasanna Chandra	Tata McGraw Hil		1,2,3 & 4

4.c List of E - Books (E – Symbol for E-Books) to be Referred by Students

Sr. No	E- Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Accounts receivable management best practices		ICAEW		5th
2	Strategic Financial Management	Robert Alan Hill	Bookboon		1 st

3	Financial Management	I. M. Pandey	Vikas Publishing House	11 th	All
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4.d

Web Links and Names of Magazines, Journals, E-journals – [VIT is member of IIT Bombay Library]

Refer online journals subscribed in VIT library. You can also access IIT Bombay online library for journals from IITB campus.

Sr. No.	Web-Links and Names of Journals and E-Journals Recommended to Students for this Course	Web-Links and Names of Magazines Recommended to Students for this Course	Module Nos.
1	International journal of financial management	Money, Businessweek	All
2	Journal of Risk & Financial Management	Open access journal published by IETI, IDSAI & IRIEM	All

4.e

Module Best Available in - Tick the best resource [from 4.a to 4.d in this AAP] & give details

Module No.	Category (Please Tick Mark) - √						Available In VSIT Library?		Details of the Resource (i.e. Name, Chapter & Page No., etc.)
	Book			Magazine	Journals		Y	N	
	Text	Reference	E-Book		Regular	E-Journal			
1		✓					✓		
2		✓					✓		
3		✓					✓		
4		✓					✓		

4.f

Web Links for Online Notes/YouTube/VIT Digital Content/VIT Lecture Capture/NPTEL Videos

Students can view lectures by VIT professors, captured through LMS 'Lecture Capture' in VIT campus for previous years.

No.	Websites / Links	Module Nos.
1	http://gurukpo.com	1, 2
2	https://examupdates.in/financial-management-notes	3,4,5
3	https://www.docsity.com/en/study-notes/management/financial-management-1	All

4.g

Recommended MOOC Courses like Coursera / NPTEL / MIT-OCW / edX etc.

Sr. No.	MOOC Course Link	Course conducted by – Person / University / Institute / Industry	Course Duration	Certificate (Y / N)
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1	Financial Management in Organizations (edX)	University System of Maryland (USM) Delivered by: EdX Taught by: Jayanta Sen and Jiya Jain	8 weeks from 4 th June	Y
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4.h Recommended Value Added Courses (VAC)

Sr. No.	Name of the Value-Added Course	Conducted by – Person / Institute / Industry	Course Duration	Certificate (Y / N)
1	Financial Modelling	Edu Pristine		Yes
2	Advance Excel			Yes

4.i Study Material Distributed among Students

Tick if distributed among students					
GQ	Notes	Digital Content	PPT	EQ (updated till the Last Exam)	Other (Write Details)
✓	<input type="checkbox"/>	<input type="checkbox"/>	✓	<input type="checkbox"/>	

5. Consolidated Course Lesson Plan

	From (date/month/year)	From (date/month/year)	✓ Total Number of Weeks
Semester Duration			17

Week No.	Lecture no.	Module No.	Lecture Topics / IA 1 and IA 2 / BSA planned to be covered	Actual date of Completion	COs	Recommended Prior Viewing / Reading	
						Lecture No. (on LMS)	Chapter No. / Page Nos./ Books/ Web Site
	1		Syllabus discussion				
	2	I	Strategic Financial Management – Need & importance		CO1		
	3	I	Types of strategy, Profit and Wealth maximization		CO1		
	4	I	Financial planning – need and importance, interface of financial policy and SM		CO1		

	5	I	Relationship of Finance to Economics and Accounting, role of financial manager		CO1		
	6	II	Capital Budgeting – CB process		CO2		
	7	II	Project classification		CO2		
	8	II	Investment criteria		CO2		
	9	II	Techniques of Capital Budgeting – NPV, Benefit cost ratio		CO2		
	10	II	Techniques of Capital Budgeting – payback period, discounted payback		CO2		
	11	II	Techniques of Capital Budgeting – IIR and ARR		CO2		
	12	II	Practical sums on techniques		CO2		
	13	II	Practical sums on techniques		CO2		
	14	II	Practical sums on techniques		CO2		
	15	II	Capital Rationing – meaning, need and dealing with Capital rationing problems		CO2		
	16	II	Risk analysis in CB – Sources and perspective of risk, Sensitivity analysis, scenario analysis, simulation model		CO2		
	17	II	Decision tree analysis and Break even analysis		CO2		
	18	II	Practical sums on capital rationing		CO2		
	19	III	Capital structure theories – background, assumptions, definitions, taxation and capital structure		CO3		
	20	III	Types – Net operating income, net operating income approach		CO3		

	21	III	Types – Traditional position, Modigliani & Miller approach		CO3		
	22	III	Types – Trade off theory and signalling theory		CO3		
	23	III	Practical sums on types		CO3		
	24	III	Practical sums on types		CO3		
	25	III	Dividend decisions – need, importance, formulation, legal and procedural aspects		CO3		
	26	III	Dividend decision models – Walter		CO3		
	27	III	Practical sums on Walter model		CO3		
	28	III	Dividend decision models – Gordon		CO3		
	29	III	Practical sums on Gordon model		CO3		
	30	III	Dividend decision models – Graham & Dodd model and MM Model		CO3		
	31	III	Practical sums on Graham and MM model		CO3		
	32	IV	Mutual Fund – history, definition, meaning, features		CO4		
	33	IV	Advantages, disadvantages and limitations of MFs		CO4		
	34	IV	Ethics in MF, Entities involved – Sponsor, trust, trustee, asset management, company, registrar, transfer agents & fund house		CO4		
	35	IV	Classification of MFs – Functional, interval		CO4		
	36	IV	Classification of MFs – portfolio, geographical, tax savings funds		CO4		
	37	IV	Classification of MFs – ETF, balanced funds, fixed term plan debt funds, SIP		CO4		

	38	IV	Calculations of NAV, Entry load and exit load		CO4		
	39	IV	Calculations of NAV, Entry load and exit load		CO4		
	40	IV	Bond valuation – meaning, measuring bond returns - YTM		CO4		
	41	IV	measuring bond returns – yield to call and bond pricing		CO4		
	42	IV	Bond pricing theorems, risk and duration		CO4		
	43	IV	Practical sums on YTM and Bond duration		CO4		
	44	V	Credit management – terms of payment, credit policy variables		CO5		
	45	V	Credit evaluation, credit granting decision		CO5		
	46	V	Control of accounts receivables		CO5		
	47	V	Ageing schedule & credit mgmt		CO5		
	48	V	Practical sums on Cr. mgmt		CO5		
	49	V	Revision on Unit 1,2 and 3		CO5		
	50	V	Revision on Unit 4 and 5		CO5		

6. Rubric for Grading and Marking of Term Work (inform students at the beginning of semester)

Lecture + Practical (% Attendance) & Marks	Assignments	Tutorial	Lab / Practical Performance	Lab Journal Assessment	Class Tests (Other than IA)	Class participation	Other (2) Specify	Total
						05 marks		

7. Assignments / Tutorials Details (must attach print out of all questions together with AAP)

Assignment No.	Title of the Assignments / Tutorials	CO Map	Assignments given to Students on	Date of Submission
1	Financial Plan of any firm or any department	CO1		
2	Credit Management of a small firm in your vicinity	CO5		

Analysis of Assignment / Tutorial Questions and Related Resources

Assignment No.	Week No.	Type* (v)			Module No.	Based on #			Question Type (v)	
		R	UQ	OBT		Text Book	Reference Book	Other Learning Resource	MU EQ	Thought Provoking
1								✓		✓
2								✓		✓
3										
4										

* Tick (v) the Type of the Assignment: Regular (R); Unannounced Quiz (UQ) ; Open Book Test for TY/SY/MASTERS (OBT)

Write number for Text book, reference book, other learning resource from this AAP – from Points 4.a to 4.d

8.

Internal Assessment / Other Class Test / Open Book Test (OBT)/Take Home Test (THT) Details

Tests	Test Dates	Module No.	CO Map	IA Question Paper Pattern	Policy
1 st IA Test		1 and 2		Q1 – Objectives 10 marks Q2 –Answer in one sentence 10 marks Q3 – attempt any 2 – 20 marks	No IA Re-test IA is a Head of passing *
2 nd IA Test					
Pop Quiz					
Open Book Test					
Take Home Test					
Class tests / prelims					
Class tests / prelims					

Any other test/exams					
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* IA failures will have to appear for re-test in next semester

9.a Practical Activities – Regular Experiments

Practical No.	Module No.	Title of the Regular Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1					
2					

9.b Practical Activities – Newly Added Experiments

Practical No.	Module No.	Title of the Newly Added Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1					
2					

9.c Practical Activities – PBL Experiments

Practical No.	Module No.	Title of the PBL Experiments	Concepts to be highlighted	CO Map	Audit / Quality (0 to 4)
1					
2					

10. Beyond Syllabus Activities for Gap Mitigation

No.	Type of the Activity	Activities	Details – no of attendees, guest, feedback, mark sheet, report
1	Interaction with Outside World	Guest Lecture / Workshops	
2		Industrial Visit	
3	Test and Assessments	Class Tests – (other than IA)	✓
4		Mini Projects	✓
5		Pop Quiz	✓
6		Mobile App Based Quiz	✓

7		Open Book Test	✓
8		Take Home Test	✓
9	Collaborative and Group Activity	Poster Presentation	
10		Minute Papers	
11		Students Seminar	
12		Students Debates	
13		Panel Discussion / Mock GD	
14		Mock Interview	
15	Co-curricular Courses	MOOC-NPTEL/Coursera Videos	✓
16		Value Added Courses	✓
17		Lecture Capture Usage	

*** Do not delete any activity. Give details for planned events. Write 'NA' for activity Not Planned.**

Consolidated Academic Administration Plan Prepared by (mention all theory teaching faculty names with signature)

Pooja Ashok Jogu

Faculty 1 Name (Sign.)

External Industry Mentor (Sign.)

External Academic Mentor (Sign.)

VSIT Cluster Mentor Name (Sign.)

Head of Dept. (Sign.)

The academic resources available in VSIT –

VMIS (ERP)	V-Refer and V-Live	VSIT Library	VAC & MOOC Courses
Institute & Department Vision and Mission	Former IA question papers and solutions (prepared by faculty)	Former IA question papers solutions - hardcopy	Value Added Courses (VAC) are conducted throughout the semester & in the semester break - Enrol for the VACs
Program Educational Objectives (PEO)	MU end semester examination question papers and solutions (prepared by faculty)	MU end semester exam question paper & solutions - by faculty, hardcopy	
Program Specific Outcome (PSO)	Class notes and Digital Content for the subject (scanned / typed by faculty)	All text books, reference books, e -books mentioned in the syllabus & AAP	Online courses from NPTEL, Coursera etc. are pursued throughout the semester - Register for the course & get certified
Program Outcome (PO)	Comprehensive question bank, EQ, GQ, PPT, Class Test papers	Technical journals and magazines for reference	
Departmental Knowledge Map	Academic Administration Plan & Beyond Syllabus Activity report	VSIT library is member of IIT Bombay Library	Watch former lectures captured in LMS at VSIT

1.a Course Objectives (write in detail – follow NBA guideline in this regard)

Cognitive	What do you want students to know?	Students should know about different exchange rate theories and determination. They should also know about different concept of foreign exchange markets.
Affective	What do you want students to think / care about?	Students should think more about international issues and their impact on domestic activities.
Behavioural	What do you want students to be able to do?	Students should be able to know different strategy of mitigating risk using Derivatives

1.b Course Outcome (CO) Statements and Module-Wise Mapping (follow NBA guideline)

CO No.	Statements	Related Module/s
--------	------------	------------------

CO1	Develop a frame of reference through which to identify, evaluate, and solve problems pertaining to international finance	All
CO2	Demonstrate an understanding of international financial theory and applications pertaining to currency derivatives and currency futures	I
CO3	Demonstrate an understanding of international financial theory and applications pertaining to currency derivatives and currency options	II
CO4	Provide students with a basic knowledge of how international financial markets work.	III
CO5	Provide students with an understanding of exchange rates and why currency fluctuation. They will also learn different exposures and risk.	IV

1.c Mapping of COs with POs (mark S: Strong, M: Moderate, W: Weak, Dash '-': not mapped)

	PO 1	PO 2	PO 3	PO 4	PO 5	PO 6	PO 7	PO 8	PO 9	PO 10	PO 11	PO 12
CO 1	S	W	S	S	W	S						
CO 2	S	W	S	S	W	S						
CO 3	S	W	S	S	W	S						
CO 4	S	W	S	S	W	S						
CO 5	S	W	S	S	W	S						

1.d Mapping of COs with PSOs (mark S: Strong, M: Moderate, W: Weak, Dash '-':not mapped)

	PSO 1	PSO 2	PSO 3	PSO 4
CO 1				
CO 2				
CO 3				
CO 4				
CO 5				

1.e Teaching and Examination Scheme (As specified by the University) for the Course

Categories	Mathematics	Computing / IT / Electronics	Humanities & Soft Skill	Social Sciences	Commerce	Management	Multidisciplinary
Tick suitable category					✓		

Subject Code	Subject Name	Teaching Scheme			Credits Assigned			
		Theory	Practical	Tutorial	Theory	TW/Practical	Tutorial	Total
UBAF	International Finance	75			3			3

Subject Code	Subject Name	Examination Scheme							
		Theory Marks IA Test			End Sem. Exam Marks	TW	Practical	Oral	Total
		IA 1	IA 2	Average of IA1 and IA2					
UBAF	International Finance	25		25	75				100

1.f Faculty-Wise Distribution of all Lecture-Practical-Tutorial Hours for the Course

Divisions	Lecture (Hrs.)	Practical (Hrs.)				Tutorial (Hrs.)			
		Batch 1	Batch 2	Batch 3	Batch 4	Batch 1	Batch 2	Batch 3	Batch 4
A	3.33	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.
B									
C									
D									
E									
F									

1.g Office Hours (Faculty will be available in office in this duration for solving students' query)

Division	Day	Time (at least 1 Hr. / Division)	Venue (Office Room No.)
A	Wednesday	12.30 pm – 1.00 pm	Reading Room

2.a Syllabus : Module Wise Teaching Hours and % Weightage in University Question Paper

Module No.	Module Title and Brief Details	Teaching Hrs. for each module	% Weightage in University Question Papers
1	Derivatives- Futures	12.5	25
2	Derivatives - Options	12.5	25
3	Foreign Exchange Markets and Dealings	12.5	25
4	Foreign Exchange Exposure and Risk Management	12.5	25
5			
* Insert rows for more modules in the Course		Total	50
			100

2.b Prerequisite Courses

No.	Semester	Name of the Course	Topic/s
1	I	Financial Management I	
2	V	Financial Management II	
3			

2.c Relevance to Future Courses

No.	Semester	Name of the Course
1	VI	Financial Management
2	VI	Security Analysis and Portfolio Management
3		M.Com, MBA

2.d Real Life Application Mapping – Mention Application from Very Common Day to Day Life

No.	Real Life Application Mapping with the Course
1	Specialist in international financial management to decision-making in multinational companies and financial institutions, consultancy firms, multinational public organisations
2	Financial manager with a multinational firm
3	<ul style="list-style-type: none"> Financial analyst with a large financial institution Internal or external financial consultant for firms

3. Past Results – Division-Wise and Topic-Wise Result Based Analysis

Details	Target – Dec 2020	Dec 2019	Dec 2018	
Course Passing % – Average of 3 Divisions	100	98.6%	98.3%	
Marks Obtained by Course Topper (mark/100)		87	85	

Year	Division A		Division B		Division C	
	Initials of Teacher	% Result	Initials of Teacher	% Result	Initials of Teacher	% Result
Dec 2018	SGN	100%	SGN	98.3%		
Dec 2019	SGN	100%	SGN	99.36%	SGN	99.36

Topics which affect results negatively	Module Number	Recommendations to overcome these issues & improve result in future
Derivative	2	Conducting an expert lecture
		Practical Exposure

4 All the Learning Resources – Books and E-Resources

4.a List of Text Books (T – Symbol for Text Books) to be Referred by Students

Sr. No	Text Book Titles	Author/s	Publisher	Edition	Module Nos.
1	International Financial Management	P G Apte	Mc Graw Hill		
2	International Finance	P G Apte	Mc Graw Hill		

3	International Finance	Maurice D Levi	Routledge		
4					
5					
6					

4.b List of Reference Books (R – Symbol for Reference Books) to be Referred by Students

Sr. No	Reference Book Titles	Author/s	Publisher	Edition	Module Nos.
1	International Financial Management	P G Apte	Mc Graw Hill	5	
2	International Finance	P G Apte	Mc Graw Hill		
3	International Finance	Maurice D Levi	Routledge		
4					
5					
6					

4.c List of E - Books (E – Symbol for E-Books) to be Referred by Students

Sr. No	E- Book Titles	Author/s	Publisher	Edition	Module Nos.
1	International Finance Theory into Practices	Piet Sercu			3, 4
2	Foreign Exchange Market: An Introduction bookboon.com/premium/reader/foreign-exchange-market-an-introduction	A P Faure	Quoin Institute (Pty) Limited	1st	3
3	Derivative Markets: An Introduction https://bookboon.com/premium/reader/derivative-markets-an-introduction	A P Faure	Quoin Institute (Pty) Limited	1st	1, 2
4					

4.d Web Links and Names of Magazines, Journals, E-journals – [VIT is member of IIT Bombay Library]

Refer online journals subscribed in VIT library. You can also access IIT Bombay online library for journals from IITB campus.

Sr. No.	Web-Links and Names of Journals and E-Journals Recommended to Students for this Course	Web-Links and Names of Magazines Recommended to Students for this Course	Module Nos.
1	International Finance – Wiley online	International Finance Magazine www.internationalfinance.com/	
2	Journal of International Financial Markets, Institutions & Money https://www.journals.elsevier.com/journal-of-international-financial-markets-institutions-and-money/	Global Finance http://www.gfmag.com	
3	International Finance Review https://www.emeraldinsight.com/series/ifr	Bloomberg Business week	
4		Forbes	
5		Money	
6			

4.e

Module Best Available in - Tick the best resource [from 4.a to 4.d in this AAP] & give details

Module No.	Category (Please Tick Mark) - √						Available In VIT Library?		Details of the Resource (i.e. Name, Chapter & Page No., etc.)
	Book			Maga-zine	Journals		Y	N	
	Text	Reference	E-Book		Regular	E-Journal			
1		√	√				Y		
2		√	√				Y		
3		√	√				Y		
4		√	√				Y		

5									
6									
7									
8									
9									
10									

4.f Web Links for Online Notes/YouTube/VIT Digital Content/VIT Lecture Capture/NPTEL Videos

Students can view lectures by VIT professors, captured through LMS 'Lecture Capture' in VIT campus for previous years.

No.	Websites / Links	Module Nos.
1	nptel.ac.in/downloads/110105031/	I to IV
2	https://www.youtube.com/watch?v=XAKvPvXxmMY	1, 2
3	https://www.youtube.com/watch?v=VFqZVkiTIDc	3
4	https://www.youtube.com/watch?v=bvwkeV1erMY	4
5		
6		
7		
8		
9		
10		

4.g Recommended MOOC Courses like Coursera / NPTEL / MIT-OCW / edX etc.

Sr. No.	MOOC Course Link	Course conducted by – Person / University / Institute / Industry	Course Duration	Certificate (Y / N)

1	https://swayam.gov.in/courses/4304-international-financial-management	KV Bhanu Murthy Delhi University	40 hours	Y
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4.h Recommended Value Added Courses (VAC)

Sr. No.	Name of the Value Added Course	Conducted by – Person / Institute / Industry	Course Duration	Certificate (Y / N)
1	Finance	UCLA, US	9 months	Y

4.i Study Material Distributed among Students

Tick if distributed among students					
GQ	Notes	Digital Content	PPT	EQ (updated till the Last Exam)	Other (Write Details)
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	

5. Consolidated Course Lesson Plan

	From (date/month/year)	From (date/month/year)	Total Number of Weeks
Semester Duration			

Week	Lecture No.	Module No.	Lecture Topics / IA 1 and IA 2 / BSA planned to be covered	Actual Date of Completion	Cos	Recommended Prior Viewing / Reading	
						Lecture No. (on LMS)	Chapter No. / Page Nos./ Books / Web Site
1	1		Introduction to the syllabus				
	2		Participants of Foreign Exchange Markets				
	3		Characteristics of Foreign Exchange Market,				
2	4		Foreign Currency Accounts – Nostro, Vostro and Loro				
	5		Terms in Forex Market - Direct Quote and Indirect Quote				
	6		Bid, Ask and Spread				
3	7		Bid, Ask and Spread				
	8		American terms, European terms				
	9		Spot, Tom, Cash and Forward Rates				
4	10		Appreciation and Depreciation of currency				
	11		Premium and Discount, Swap Points, and Cross Rates.				
	12		Revision				
5	13		Exchange Rate Determination Theories				
	14		The theory of Purchasing Power Parity				
	15		The Fischer effect, The International Fischer Effect				
6	16		Theory of Interest Rate Parity.				
	17		Calculation of Forward Rate and Future Spot Rate				
	18		Calculation of Forward Rate and Future Spot Rate				

7	19	Arbitrage in Foreign Exchange Market				
	20	Covered and Uncovered Interest Arbitrage.				
	21	Foreign Exchange Risk				
8	22	Types of Exposures.				
	23	Strategies for Exposure Management.				
	24	Hedging Transaction Exposure				
9	25	Hedging Techniques, Money Market Hedge				
	26	Forward Hedge and Hedging of Futures & Options				
	27	Revision				
10	28	Derivatives – Need and Importance				
	29	Major Players in Derivative Markets				
	30	Features of Forward Contracts				
11	31	Features of Future Contract, Forward V/s Future				
	32	Theoretical Future Price, Pricing Index Futures				
	33	Initial Margin and Maintenance Margin,				
12	34	Marking to Market and Variation Margin				
	35	Revision				
	36	Options- Long Call				
13	37	Short Call				
	38	Options- Long Call				
	39	Short Call				
14	40	Long Put,				
	41	Short Put				
	42	Long Put,				
15	43	Short Put				
	44	Options V/s Futures,				
	45	Writer of an Option				
16	46	At the Money, In the Money and Out of The Money Options				
	47	Intrinsic , Time Value				
	48	Option Spreads and Strategies				
17	49	Put Call Parity Theorem				
	50	Question Discussion				

6. Rubric for Grading and Marking of Term Work (inform students at the beginning of semester)

Lecture + Practical (% Attendance) & Marks	Assignments	Tutorial	Lab / Practical Performance	Lab Journal Assessment	Class Tests (Other than IA)	Other (1) specify	Other (2) specify	Total
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	05							05
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7. Assignments / Tutorials Details (must attach print out of all questions together with AAP)

Assignment No.	Title of the Assignments / Tutorials	CO Map	Assignments given to Students on	Date of Submission
1	Foreign Exchange Market	3	July	
2	Exposure	4	August	
3	Currency Futures	1	September	
4	Currency Options	2	October	
5				
6				
7				
8				

9				
10				

Analysis of Assignment / Tutorial Questions and Related Resources

Assignment No.	Week No.	Type* (✓)			Module No.	Based on #			Question Type (✓)	
		R	UQ	OBT		Text Book	Reference Book	Other Learning Resource	MU EQ	Thought Provoking
1									✓	
2									✓	
3		✓					✓			
4				✓			✓			
5										
6										
7										
8										
9										
10										

* Tick (✓) the Type of the Assignment: Regular (R); Unannounced Quiz (UQ) ; Open Book Test for TY/SY/MASTERS (OBT)

Write number for Text book, reference book, other learning resource from this AAP – from Points 4.a to 4.d

8. Internal Assessment / Other Class Test / Open Book Test (OBT)/Take Home Test (THT) Details

Tests	Test Dates	Module No.	CO Map	IA Question Paper Pattern	Policy
1 st IA Test				Q1 – MCQ - 10 Marks Q2 – 1 numerical 5 Marks	No IA Re-test IA is a Head of passing *
2 nd IA Test				Q3 – 1 numerical 5 Marks 20 marks each for IA 1 & 2	

Pop Quiz					
Open Book Test	August				
Take Home Test	July				
Class tests / prelims					
Class tests / prelims					
Any other test/exams					

*** IA failures will have to appear for re-test in next semester**

9.a Practical Activities – Regular Experiments

Practical No.	Module No.	Title of the Regular Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1					
2					
3					
4					
5					
6					
7					
8					
9					
10					

9.b Practical Activities – Newly Added Experiments

Practical No.	Module No.	Title of the Newly Added Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1					
2					

9.c Practical Activities – PBL Experiments

Practical No.	Module No.	Title of the PBL Experiments	Concepts to be highlighted	CO Map	Audit / Quality (0 to 4)
1					
2					

10. Beyond Syllabus Activities for Gap Mitigation

No.	Type of the Activity	Activities	Details – no of attendees, guest, feedback, mark sheet, report
1	Interaction with Outside World	Guest Lecture / Workshops	
2		Industrial Visit	
3	Test and Assessments	Class Tests – (other than IA)	√
4		Mini Projects	√
5		Pop Quiz	
6		Mobile App Based Quiz	√
7		Open Book Test	√
8		Take Home Test	√
9	Collaborative and Group Activity	Poster Presentation	
10		Minute Papers	√
11		Students Seminar	√
12		Students Debates	
13		Panel Discussion / Mock GD	
14		Mock Interview	

15	Co-curricular Courses	MOOC-NPTEL/Coursera Videos	
16		Value Added Courses	
17		Lecture Capture Usage	

*** Do not delete any activity. Give details for planned events. Write 'NA' for activity Not Planned.**

Consolidated Academic Administration Plan Prepared by (mention all theory teaching faculty names with signature)

Dr. Swagatika Nanda

Faculty 1 Name (Sign.)

Faculty 2 Name (Sign.)

Faculty 3 Name (Sign.)

External Industry Mentor (Sign.)

External Academic Mentor (Sign.)

VSIT Cluster Mentor Name (Sign.)

Head of Dept. (Sign.)

Version 2020-21

The academic resources available in VSIT –

VMIS (ERP)	V-Refer and V-Live	VSIT Library	VAC & MOOC Courses
Institute & Department Vision and Mission	Former IA question papers and solutions (prepared by faculty)	Former IA question papers solutions - hardcopy	Value Added Courses (VAC) are conducted throughout the semester & in the semester break - Enrol for the VACs
Program Educational Objectives (PEO)	MU end semester examination question papers and solutions (prepared by faculty)	MU end semester exam question paper & solutions - by faculty, hardcopy	
Program Specific Outcome (PSO)	Class notes and Digital Content for the subject (scanned / typed by faculty)	All text books, reference books, e -books mentioned in the syllabus & AAP	Online courses from NPTEL, Coursera etc. are pursued throughout the semester - Register for the course & get certified
Program Outcome (PO)	Comprehensive question bank, EQ, GQ, PPT, Class Test papers	Technical journals and magazines for reference	
Departmental Knowledge Map	Academic Administration Plan & Beyond Syllabus Activity report	VSIT library is member of IIT Bombay Library	Watch former lectures captured in LMS at VSIT

1.a Course Objectives (write in detail – follow NBA guideline in this regard)

Cognitive	What do you want students to know?	To gain basics of new GST law and its computation
Affective	What do you want students to think / care about?	To acquire conceptual knowledge and its practical application
Behavioural	What do you want students to be able to do?	To consult about GST after learning its application in practical life and to look after this subject as an career opportunity

1.b Course Outcome (CO) Statements and Module-Wise Mapping (follow NBA guideline)

CO No.	Statements	Related Module/s
CO1	Students can apply basic concepts in their real life	Unit 1
CO2	Students will come to know about Rates of GST and on which transactions GST is exempt	Unit 2
CO3	A very important concept on which GST is based from which students will be able to find out when to charge, on which amount and where it is to be applied	Unit 3
CO4	Basically BAF students get the data entry work so they will be able to do maintain compliance under GST	Unit 4
CO5	Students will be able to calculate and file return and advice on saving taxes	Unit 5
CO6	Students will be able to decide whether particular dealer is liable to get registered or not	Unit 6

1.c Mapping of COs with POs (mark S: Strong, M: Moderate, W: Weak, Dash ‘-’: not mapped)

	PO 1	PO 2	PO 3	PO 4	PO 5	PO 6	PO 7	PO 8	PO 9	PO 10	PO 11	PO 12
CO 1	S	S	S	S	S	S						

CO 2												
CO 3	M	S	M	M	W	W						
CO 4												
CO 5	S	S	S	S	S	S						

1.d Mapping of COs with PSOs (mark S: Strong, M: Moderate, W: Weak, Dash ‘-’:not mapped)

	PSO 1	PSO 2	PSO 3	PSO 4
CO 1				
CO 2				
CO 3				
CO 4				
CO 5				

1.e Teaching and Examination Scheme (As specified by the University) for the Course

Categories	Mathematics	Computing / IT / Electronics	Humanities & Soft Skill	Social Sciences	Commerce	Management	Multidisciplinary
Tick suitable category					✓		

Subject Code	Subject Name	Teaching Scheme			Credits Assigned			
		Theory	Practical	Tutorial	Theory	TW/Practical	Tutorial	Total
CC	Taxation-IV	75			3			3

Subject Code	Subject Name	Examination Scheme							
		Theory Marks IA Test			End Sem. Exam Marks	TW	Practical	Oral	Total
		IA 1	IA 2	Average of IA1 and IA2					
CC	Taxation-IV	20			75			05	100

1.f Faculty-Wise Distribution of all Lecture-Practical-Tutorial Hours for the Course

Divisions	Lecture (Hrs.)	Practical (Hrs.)				Tutorial (Hrs.)			
		Batch 1	Batch 2	Batch 3	Batch 4	Batch 1	Batch 2	Batch 3	Batch 4
A	50								
B	50								
C	50								

1.g Office Hours (Faculty will be available in office in this duration for solving students’ query)

Division	Day	Time (at least 1 Hr. / Division)	Venue (Office Room No.)
A	Wednesday	12:10 p.m. – 12:30 p.m.	Staff room well
B and C	Thursday	12.10 p.m. – 12:30 p.m.	Staff room well

2.a Syllabus : Module Wise Teaching Hours and % Weightage in University Question Paper

Module No.	Module Title and Brief Details	Teaching Hrs. for each module	% Weightage in University Question Papers
1	Introduction to GST	10	Equal
2	Levy and collection of GST	07	
3	Concept of supply	13	
4	Documentation and compliance in GST	04	
5	Input tax credit and computation of GST	11	
6	Registration under GST	05	
* Insert rows for more modules in the Course		Total	50
			100

2.b Prerequisite Courses

No.	Semester	Name of the Course	Topic/s
1	II	BAF	Indirect taxes-I (MVAT)
2	III	BAF	Direct Taxes-I
3.	IV	BAF	Direct Taxes-II

2.c Relevance to Future Courses

No.	Semester	Name of the Course
1	IV	MCOM
2		MBA
3		CA, CS, CMA, CFA, CPA

2.d Real Life Application Mapping – Mention Application from Very Common Day to Day Life

No.	Real Life Application Mapping with the Course
1	To understand the current issues & its legal compliances
2	To understand about provisions which will help them at the time of internship/projects/job

3. Past Results – Division-Wise and Topic-Wise Result Based Analysis

Details	Target - May 2020	May 2019	May 2018	May 2017
Course Passing % – Average of 3 Divisions	100%	100%	100%	NA
Marks Obtained by Course Topper (mark/100)	100%	100%	100%	NA

Year	Division A		Division B		Division C	
	Initials of Teacher	% Result	Initials of Teacher	% Result	Initials of Teacher	% Result
May 2019	SSB	100%	SSB	100%	SSB	100%
May 2018	SSB	100%	SSB	100%	SSB	100%
May 2017						

Topics which affect results negatively	Module Number	Recommendations to overcome these issues & improve result in future
Concept of Supply	3	Written Assignments
Computation of GST	5	More practice of sums

4 All the Learning Resources – Books and E-Resources

4.a List of Text Books (T – Symbol for Text Books) to be Referred by Students

Sr. No	Text Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Indirect Taxes-II(GST)	Ainapure	Manan Prakashan		1-6

4.b List of Reference Books (R – Symbol for Reference Books) to be Referred by Students

Sr. No	Reference Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Goods and Service Tax Act, 2017	Bare Act			1-6
2	A Student's Guide to GST	V.S. Datey	Taxmann		1-6
3	Hands on GST		Taxmann		1-6

4.c List of E - Books (E – Symbol for E-Books) to be Referred by Students

Sr. No	E- Book Titles	Author/s	Publisher	Edition	Module Nos.
1	GST make simple	Das	AUBSP		1-6
2	Digital Content (live.vsit.edu.in)	Mr. Shreyas Bondre	VSIT		1-6

3	GST Overview	Rawat	Zoho		1-6
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4.d Web Links and Names of Magazines, Journals, E-journals – [VIT is member of IIT Bombay Library]

Refer online journals subscribed in VIT library. You can also access IIT Bombay online library for journals from IITB campus.

Sr. No.	Web-Links and Names of Journals and E-Journals Recommended to Students for this Course	Web-Links and Names of Magazines Recommended to Students for this Course	Module Nos.
1	Google Scholar – books.google.com		All
2	https://www.youtube.com/watch?v=t7UEElb2h3I		3

4.e Module Best Available in - Tick the best resource [from 4.a to 4.d in this AAP] & give details

Module No.	Category (Please Tick Mark) - √						Available In VIT Library?		Details of the Resource (i.e. Name, Chapter & Page No., etc.)
	Book			Magazine	Journals		Y	N	
	Text	Reference	E-Book		Regular	E-Journal			
1	✓	✓	✓				Y		Unit 1
2	✓	✓	✓				Y		Unit 2
3	✓	✓	✓				Y		Unit 3
4	✓	✓	✓				Y		Unit 4
5	✓	✓	✓				Y		Unit 5
6	✓	✓	✓				Y		Unit 6

4.f Web Links for Online Notes/YouTube/VIT Digital Content/VIT Lecture Capture/NPTEL Videos

Students can view lectures by VIT professors, captured through LMS 'Lecture Capture' in VIT campus for previous years.

No.	Websites / Links	Module Nos.
1	Digital Content (live.vsit.edu.in)	1-6
2	https://www.youtube.com/watch?v=t7UEElb2h3I	3
3	https://www.youtube.com/watch?v=JK8CzkQh1FY	4
4	https://www.youtube.com/watch?v=JK8CzkQh1FY	5
5		
6		

4.g Recommended MOOC Courses like Coursera / NPTEL / MIT-OCW / edX etc.

Sr. No.	MOOC Course Link	Course conducted by – Person / University / Institute / Industry	Course Duration	Certificate (Y / N)

1	GST Online	ICT	30 Hours	Y
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4.h Recommended Value Added Courses (VAC)

Sr. No.	Name of the Value Added Course	Conducted by – Person / Institute / Industry	Course Duration	Certificate (Y / N)
1				

4.i Study Material Distributed among Students

Tick if distributed among students					
GQ	Notes	Digital Content	PPT	EQ (updated till the Last Exam)	Other (Write Details)
✓	✓	✓	✓	✓	

5. Consolidated Course Lesson Plan

	From (date/month/year)	To (date/month/year)	Total Number of Weeks
Semester Duration			16

Week	Lecture no.	Module No.	Lecture Topics / IA 1 and IA 2 / BSA planned to be covered	Actual date of Completion	Cos	Recommended Prior Viewing / Reading	
						Lecture No. (on LMS)	Chapter No. / Page Nos./ Books/ Web Site
1	1	I	Introduction to Indirect Taxes: (IEF)				
	2	I	Difference between Direct and Indirect taxes, features , advantages and disadvantages, Introduction to GST: Meaning and definition of GST				
	3	I	Benefits and conceptual framework: CGST, IGST, SGST, UTGST, Taxes subsumed and not subsumed under GST				
2	4	I	Import of Goods and Services and export of goods and services				
	5	I	GST Council				
	6	I	GST Network				

3	7	I	Definitions under GST Act: Goods				
	8	I	Definitions under GST Act: Services				
	9	I	Practice on identification of definitions				
4	10	I	Practice on identification of definitions (REVISION)				
	11	II	Levy and Collection of GST: Introduction				
	12	II	Charge of GST, Mixed supplies and composite supplies (PPT Presentation and animations)				
5	13	II	Various powers under GST Act to grant exemptions				
	14	II	Exemptions list , Negative list				
	15	II	Negative list				
6	16	II	Practical problems on Exemption list				
	17	II	Practical problems on Exemption list				
	18	III	UNIT 3: Supply (Introduction)				
7	19	III	Time of supply – provisions of S.31				
	20	III	Time of Supply – provisions of S. 31				
	21	III	Tos- cases of goods				
8	22	III	Tos- cases of goods				
	23	III	Tos- cases of services				
	24	III	Provision related to Place of supply				

9	25	III	Provision related to place of supply				
	26	III	Practical case studies and sums explaining time and place of supply				
	27	III	Practical case studies and sums explaining time and place of supply (PBL)				
10	28	III	Provision on deciding Value of supply				
	29	III	Practical problems on value of supply				
	30	III	Practical problems on value of supply				
11	31	IV	UNIT 4: Documentation: Role of professionals in GST Compliance				
	32	IV	Documentation related to Debit and credit notes				
	33	IV	Purchase voucher, refund voucher				
12	34	IV	GSTP and other important theory) (Group presentation)				
	35	V	UNIT 5: Input tax credit: An introduction				
	36	V	Rolling over provisions				
13	37	V	Importance of Input tax credit, Eligibility and conditions for taking Input Tax Credit				
	38	V	Apportionment of credit and blocked credits				
	39	V	Manner of utilisation of credit				
14	40	V	Credit in special circumstances				
	41	V	Computation of GST liability and Input Tax Credit				
	42	V	Computation of GST liability and Input Tax Credit				

15	43	V	Computation of GST liability and Input Tax Credit				
	44	V	Computation of GST liability and Input Tax Credit				
	45	V	Practical Sums on Computation of GST under inter-state supplies (Quiz)				
16	46	VI	UNIT 6: Registration: Introduction, Process, Types				
	47	VI	Practical Sums on Registration: Aggregate Turnover				
	48	VI	Practical Sums on Registration: Aggregate Turnover				
	49	VI	Practical Sums on Registration: Aggregate Turnover (Debate)				
	50	VI	Revision				

5

6. Rubric for Grading and Marking of Term Work (inform students at the beginning of semester)

Lecture + Practical (% Attendance) & Marks	Assignments	Tutorial	Lab / Practical Performance	Lab Journal Assessment	Class Tests (Other than IA)	Other (1) specify	Other (2) specify	Total
	2 Assignments – 5 Marks							5

7. Assignments / Tutorials Details (must attach print out of all questions together with AAP)

Assignment No.	Title of the Assignments / Tutorials	CO Map	Assignments given to Students on	Date of Submission
1	Definitions	CO1	3 rd Week	4 th Week

2	Documentation	CO4	9 th Week	10 th Week
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✓ **Analysis of Assignment / Tutorial Questions and Related Resources**

Assignment No.	Week No.	Type* (✓)			Module No.	Based on #			Question Type (✓)	
		R	UQ	OBT		Text Book	Reference Book	Other Learning Resource	MU EQ	Thought Provoking
1	3	✓			1		✓			
2	5	✓			2		✓			
3	7	✓			3		✓			✓
4	9	✓			4		✓			
5	11	✓			5		✓			
6	13		✓		6		✓			
7	15				7		✓			

* Tick (✓) the Type of the Assignment: Regular (R); Unannounced Quiz (UQ) ; Open Book Test for TY/SY/MASTERS (OBT)

Write number for Text book, reference book, other learning resource from this AAP – from Points 4.a to 4.d

8. Internal Assessment / Other Class Test / Open Book Test (OBT)/Take Home Test (THT) Details

Tests	Test Dates	Module No.	CO Map	IA Question Paper Pattern	Policy
1 st IA Test	7 th Week	1 & 2		Q1 – MCQ - 10 Marks Q2 – 1 numerical 5 Marks Q3 – 1 numerical 5 Marks 20 marks each for IA 1 & 2	No IA Re-test
2 nd IA Test					IA is a Head of passing *
Pop Quiz	3 rd Week	1 & 2			
Open Book Test	4 th week	1 & 2			
Take Home Test	9 th week	3,4 ,5, 6			
Class tests / prelims					

* IA failures will have to appear for re-test in next semester

9.a Practical Activities – Regular Experiments

Practical No.	Module No.	Title of the Regular Experiments	Concepts to be highlighted	CO Map	Audit / Quality
---------------	------------	---	----------------------------	--------	-----------------

					Rate (0 to 4)
1					
2					
3					
4					
5					
6					
7					
8					
9					
10					

9.b Practical Activities – Newly Added Experiments

Practical No.	Module No.	Title of the Newly Added Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1					
2					

9.c Practical Activities – PBL Experiments

Practical No.	Module No.	Title of the PBL Experiments	Concepts to be highlighted	CO Map	Audit / Quality (0 to 4)
1	1-6	Illustrations, Court Cases	Principles & Application		
2	5	Discuss cases in GST	Application		

10. Beyond Syllabus Activities for Gap Mitigation

No.	Type of the Activity	Activities	Details – no of attendees, guest, feedback, mark sheet, report

1	Interaction with Outside World	Guest Lecture / Workshops	
2		Industrial Visit	
3	Test and Assessments	Class Tests – (other than IA)	
4		Mini Projects	Analysing a Court case
5		Pop Quiz	Yes
6		Mobile App Based Quiz	Yes
7		Open Book Test	Yes
8		Take Home Test	Yes
9		Collaborative and Group Activity	Poster Presentation
10	Minute Papers		
11	Students Seminar		
12	Students Debates		✓
13	Panel Discussion / Mock GD		NA
14	Mock Interview		NA
15	Co-curricular Courses	MOOC-NPTEL/Coursera Videos	✓
16		Value Added Courses	NA
17		Lecture Capture Usage	NA

*** Do not delete any activity. Give details for planned events. Write 'NA' for activity Not Planned.**

Consolidated Academic Administration Plan Prepared by (mention all theory teaching faculty names with signature)

Faculty 1 Name (Sign.)

Shreyas Bondre

External Industry Mentor (Sign.)

External Academic Mentor (Sign.)

VSIT Cluster Mentor Name (Sign.)

Head of Dept. (Sign.)

naThe academic resources available in VSIT –

VMIS (ERP)	V-Refer and V-Live	VSIT Library	VAC & MOOC Courses
Institute & Department Vision and Mission	Former IA question papers and solutions (prepared by faculty)	Former IA question papers solutions - hardcopy	Value Added Courses (VAC) are conducted throughout the semester & in the semester break - Enrol for the VACs
Program Educational Objectives (PEO)	MU end semester examination question papers and solutions (prepared by faculty)	MU end semester exam question paper & solutions - by faculty, hardcopy	
Program Specific Outcome (PSO)	Class notes and Digital Content for the subject (scanned / typed by faculty)	All text books, reference books, e -books mentioned in the syllabus & AAP	Online courses from NPTEL, Coursera etc. are pursued throughout the semester - Register for the course & get certified
Program Outcome (PO)	Comprehensive question bank, EQ, GQ, PPT, Class Test papers	Technical journals and magazines for reference	
Departmental Knowledge Map	Academic Administration Plan & Beyond Syllabus Activity report	VSIT library is member of IIT Bombay Library	Watch former lectures captured in LMS at VSIT

1.a Course Objectives (write in detail – follow NBA guideline in this regard)

Cognitive	What do you want students to know?	Understand ethical issues in business
Affective	What do you want students to think / care about?	Importance of Corporate Governance Practices in maintaining Transparency in business transactions.
Behavioural	What do you want students to be able to do?	Awareness about ethics of different profession/ business, corruption

1.b Course Outcome (CO) Statements and Module-Wise Mapping (follow NBA guideline)

CO No.	Statements	Related Module/s
CO1	Applicability of ethics in business and its necessity to adhere to those ethics	Unit 1
CO2	Gain knowledge on Corporate Governance and code of conduct of business house	Unit 2
CO3	Understand the importance of CSR	Unit 3
CO4	Analyse and different cases of corruption in different fields	Unit 4

1.c Mapping of COs with POs (mark S: Strong, M: Moderate, W: Weak, Dash '-': not mapped)

	PO 1	PO 2	PO 3	PO 4	PO 5	PO 6	PO 7	PO 8	PO 9	PO 10	PO 11	PO 12
CO 1												
CO 2												
CO 3												
CO 4												
CO 5												

1.d Mapping of COs with PSOs (mark S: Strong, M: Moderate, W: Weak, Dash '-':not mapped)

	PSO 1	PSO 2	PSO 3	PSO 4
CO 1				
CO 2				
CO 3				
CO 4				
CO 5				

1.e Teaching and Examination Scheme (As specified by the University) for the Course

Categories	Mathematics	Computing / IT / Electronics	Humanities & Soft Skill	Social Sciences	Commerce	Management	Multidisciplinary
Tick suitable category					✓		

Subject Code	Subject Name	Teaching Scheme			Credits Assigned			
		Theory	Practical	Tutorial	Theory	TW/Practical	Tutorial	Total
	Business Ethics and Corporate Governance	75	--	--	3	-	--	3

Subject Code	Subject Name	Examination Scheme							
		Theory Marks IA Test			End Sem. Exam Marks	TW	Practical	Oral	Total
		IA 1	IA 2	Sum of IA1 and IA2					
	Business Ethics and Corporate Governance	20	05	25	75	--	--	--	75

1.f Faculty-Wise Distribution of all Lecture-Practical-Tutorial Hours for the Course

Divisions	Lecture (Hrs.)	Practical (Hrs.)				Tutorial (Hrs.)			
		Batch 1	Batch 2	Batch 3	Batch 4	Batch 1	Batch 2	Batch 3	Batch 4
A	3.33	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.

1.g Office Hours (Faculty will be available in office in this duration for solving students' query)

Division	Day	Time (at least 1 Hr. / Division)	Venue (Office Room No.)
A	Friday	12.30 pm – 1.30 pm	Staff Room
B			
C			

2.a Syllabus: Module Wise Teaching Hours and % Weightage in University Question Paper

Module No.	Module Title and Brief Details	Teaching Hrs. for each module	% Weightage in University Question Papers

1	Introduction to Business Ethics	10	25
2	Application of Ethical Theories in Business	10	25
3	Introduction to Corporate Governance	15	25
4	Genesis and Implementation of Corporate Governance in India	15	25
5	Global Scenario	10	25
* Insert rows for more modules in the Course		Total	60
			100

2.b Prerequisite Courses

No.	Semester	Name of the Course	Topic/s
1	3	Organizational Behaviour	All
2			
3			

2.c Relevance to Future Courses

No.	Semester	Name of the Course
1	1	Higher studies in CS
2	1	M.Com., MMS., MBA

2.d Real Life Application Mapping – Mention Application from Very Common Day to Day Life

No.	Real Life Application Mapping with the Course
1	Understanding of ethical and moral values
2	Social responsibilities

3. Past Results – Division-Wise and Topic-Wise Result Based Analysis

Details	Target - DEC 2020	Dec 2019	DEC 2018	DEC 2017
Course Passing % – Average of 3 Divisions	100%	98.44	95	87
Marks Obtained by Course Topper (marks /100)	Above 90	87 (Prajit)	82	

Year	Division A		Division B		Division C	
	Initials of Teacher	% Result	Initials of Teacher	% Result	Initials of Teacher	% Result
Dec 2019	GNS	98.44%				

Dec 2018	MT	95%				
Dec 2017	AA	87%				

Topics which affect results negatively	Module Number	Recommendations to overcome these issues & improve result in future
Business Ethics	1	Understands through examples
Corruption	4	Group discussion

4 All the Learning Resources – Books and E-Resources

4.a List of Text Books (T – Symbol for Text Books) to be Referred by Students

Sr. No	Text Book Titles	Author/s	Publisher	Edition	Module Nos.
1					
2					
3					
4	NA				
5					
6					

4.b List of Reference Books (R – Symbol for Reference Books) to be Referred by Students

Sr. No	Reference Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Corporate Governance and Business Ethics	J.P. Sharma	Ane Books Pvt. Lt		All
2	Ethics and Conduct of Business	John R. Boatright	Pearson		1,2
3	Corporate Governance Principles, Policies and Practices	A. C. Fernando	Pearson		3,4
4	International Corporate Governance	Marc Goeren	Black wells		5
5					
6					

4.c List of E - Books (E – Symbol for E-Books) to be Referred by Students

Sr. No	E- Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Doing Business Ethically	Boston, Mass	Harvard Business Cell	2010	1
2	Finance ethics: rationalit of issue	Dobson, John	Rowman & Littlefield	1997	1 & 2

			Publishers,		
3					
4					

4.d Web Links and Names of Magazines, Journals, E-journals

Refer online journals subscribed in VIT library. You can also access IIT Bombay online library for journals from IITB campus.

Sr. No.	Web-Links and Names of Journals and E-Journals Recommended to Students for this Course	Web-Links and Names of Magazines Recommended to Students for this Course	Module Nos.
1	A. C. Fernando https://www.safaribooksonline.com/library/view/business-ethics-and/9789332511255/	Business Ethics and Corporate Governance, Second Edition	
2	S.K.Bhatia https://books.google.co.in/books/about/Business_Ethics_and_Corporate_Governance.html?id=NVG121s5IncC&redir_esc=y	Business Ethics and Corporate Governance	
3			
4			
5			
6			

4.e Module Best Available in - Tick the best resource [from 4.a to 4.d in this AAP] & give details

Module No.	Category (Please Tick Mark) - √						Available In VSIT Library?		Details of the Resource (i.e. Name, Chapter & Page No., etc.)
	Book			Magazine	Journals		Y	N	
	Text	Reference	E-Book		Regular	E-Journal			
1		✓					Y		
2		✓							
3		✓							
4		✓							
5		✓							

4.f Web Links for Online Notes/YouTube/VSIT Digital Content/VIT Lecture Capture/NPTEL Videos

Students can view lectures by VSIT professors, captured through LMS 'Lecture Capture' in VIT campus for previous years.

No.	Websites / Links	Module Nos.
1	Digital Content (live.vsit.edu.in/vrefer)	1-3
2	https://www.knowledgebible.com/forum/showthread.php/8952-IPCC-Important-Notes-on-Business-Ethics	All

3		
4		
5		
6		
7		
8		
9		
10		

4.g Recommended MOOC Courses like Coursera / NPTEL / MIT-OCW / edX etc.

Sr. No.	MOOC Course Link	Course conducted by – Person / University / Institute / Industry	Course Duration	Certificate (Y / N)
1	Global Impact: Business Ethics	Coursera	9 hrs	Y

4.h Recommended Value Added Courses (VAC)

Sr. No.	Name of the Value Added Course	Conducted by – Person / Institute / Industry	Course Duration	Certificate (Y / N)
1	----			

4.i Study Material Distributed among Students

Tick if distributed among students					
GQ	Notes	Digital Content	PPT	EQ (updated till the Last Exam)	Other (Write Details)
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

5. Consolidated Course Lesson Plan

	From (date/month/year)	To (date/month/year)	Total Number of Weeks
Semester Duration			15

Week	Lecture no.	Module No.	Lecture Topics / IA 1 and IA 2 / BSA planned to be covered	Actual date of Completion	COs	Recommended Prior Viewing / Reading	
						Lecture No. (on LMS)	Chapter No. / Page Nos./ Books/ Web

							Site
1	1	1	Introduction to Business Ethics Definition, Meaning				
	2		Nature of Ethics, Meaning of Moral & Ethics.				
	3		Types of Ethics, Importance of Ethics,				
	4		Business Ethics -Meaning and Nature.				
	5		Importance of Ethics in Business,				
2	6		Areas of Business Ethics, Meaning of Functional Ethics,				
	7		Types of Ethics According to Functions of Business- Marketing Ethics				
	8		Foreign Trade Ethics and Ethics Relating to Copyright				
	9		Ethics relating to Free and Perfect Competitive Market				
	10		Ethics relating to Free and Perfect Competitive Market				
	11	2	Ethical Decision Making: Decision Making (Normal Dilemmas And Problems)				
	12		(I) Utilitarianism (J. Bentham And J.S. Mill),				
	13		li) Deontology (I. Kant) Virtue Ethics (Aristotle)				
	14		Gandhain Approach In Management And Trusteeship,				
	15		Gandhain Approach In Management And Trusteeship,				
	16		Importance And Relevance of Trusteeship Principle in Modern Business				
	17		Importance And Relevance of Trusteeship Principle in Modern Business				
	18		Ethical Issues in Functional Areas of Business				

19		Ethical Issues in Functional Areas of Business				
20		Ethics in Advertising (Truth In Advertising). Ethical Issues in Finance,				
21	3	Definition & Conceptual Framework of Corporate Governance,				
22		Business Ethics - an important dimension to Corporate Governance,				
23		Fair and Unfair Business Practices.				
24		Theoretical Basis of Corporate Governance,				
25		Mechanism- Corporate Governance Systems				
26		Indian Model of Governance,				
27		Good Corporate Governance, Obligations Towards Society and Stake holders.				
28		Theories underlying Corporate Governance (Stake holder's theory and Stewardship theory,				
29		Agency theory,				
30		Separation of Ownership and Control,				
31		Corporate Governance Mechanism: Process, Indian Model,				
32		Corporate Governance Mechanism: Process, Indian Model,				
33		OECD				
34		Emphasis on Corporate Governance, (Transparency Accountability and Empowerment)				
35		Emphasis on Corporate Governance, (Transparency Accountability and Empowerment)				
36	4	Introduction principles – Arthashastra and Good Governance in ancient India				

	37		Protection of Interest of Customer and Investors				
	38		Historical perspective of Corporate Governance and Issues in Corporate Governance.				
	39		Values: Meaning, Types Teaching from Scriptures Like Gita				
	40		Quran				
	41		Bible Value Systems in Business.				
	42		Implementation of Corporate -Governance Role of Board of Directors and Board Structure,				
	43		of the Non- executive Director, Role of Auditors,				
	44		SEBI Growth of Corporate Governance. Role of Government, Corporate Governance in India				
	45		Accounting Standards and Accounting disclosures.				
	46		Finance Reporting and Corporate Governance, Non Accounting Regulations in Corporate Governance,				
	47		Corporate Governance &CSR,				
	48		Family Owned Business - Background, Family Businesses in India				
	49		Need for Professionalization and Transparency in Family Business.				
	50		Need for Professionalization and Transparency in Family Business.				
	51	5	Ethics in the Context of Global Economy				
	52		Relationship Between Business Ethics & Business Development,				
	53		Role of Business Ethics in Building a Civilized Society				
	54		Corporate Governance and Issues Related to Scams Corruption: Meaning				

	55		Causes, Effects				
	56		Frauds and Scams in Banks,				
	57		Insurance Companies				
	58		Financial Institutions				
	59		Measures to Overcome Fraud and Corruption				
	60		Zero Tolerance of Corruption				

6. Rubric for Grading and Marking of Term Work (inform students at the beginning of semester)

Lecture + Practical (% Attendance) & Marks	Assignments	Tutorial	Lab / Practical Performance	Lab Journal Assessment	Class Tests (Other than IA)	Class participation	Other (2) specifying	Total
						05		05

7. Assignments / Tutorials Details (must attach print out of all questions together with AAP)

Assignment No.	Title of the Assignments / Tutorials	CO Map	Assignments given to Students on	Date of Submission
1	Types of Ethics, Importance of Ethics,			
2	Fair and Unfair Business Practices.			
3	Frauds and Scams in Banks			

Analysis of Assignment / Tutorial Questions and Related Resources

Assignment No.	Week No.	Type* (√)			Module No.	Based on #			Question Type (√)	
		R	UQ	OBT		Text Book	Reference Book	Other Learning Resource	MU EQ	Thought Provoking

1	4	R			II			Yes		
2	8	R			III			Yes		
3	10	R			All				Yes	
4										
5										

* Tick (✓) the Type of the Assignment: Regular (R); Unannounced Quiz (UQ) ; Open Book Test for TY/SY/MASTERS (OBT)
Write number for Text book, reference book, other learning resource from this AAP – from Points 4.a to 4.d

8. Internal Assessment / Other Class Test / Open Book Test (OBT)/Take Home Test (THT) Details

Tests	Test Dates	Module No.	CO Map	IA Question Paper Pattern	Policy
1 st IA Test				Q1 – MCQ - 10 Marks Q2 – 1 numerical 5 Marks Q3 – 1 numerical 5 Marks 20 marks each for IA 1 & 2	No IA Re-test
2nd IA Test					IA is a Head of passing *
Pop Quiz					
Open Book Test					
Take Home Test					
Class tests / prelims					
Class tests / prelims					
Any other test/exams					

* IA failures will have to appear for re-test in next semester

9.a Practical Activities – Regular Experiments

Practical No.	Module No.	Title of the Regular Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1					
2					
3					
4					

5					
6					
7					
8					
9					
10					

9.b Practical Activities – Newly Added Experiments

Practical No.	Module No.	Title of the Newly Added Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1		_____			
2					

9.c Practical Activities – PBL Experiments

Practical No.	Module No.	Title of the PBL Experiments	Concepts to be highlighted	CO Map	Audit / Quality (0 to 4)
1	3	Status of different scams in India	Cost to Govt. treasury	1	
2					

10. Beyond Syllabus Activities for Gap Mitigation

No.	Type of the Activity	Activities	Details – no of attendees, guest, feedback, mark sheet, report
1	Interaction with Outside World	Guest Lecture / Workshops	
2		Industrial Visit	
3	Test and Assessments	Class Tests – (other than IA)	Yes
4		Mini Projects	
5		Pop Quiz	
6		Mobile App Based Quiz	Yes
7		Open Book Test	Yes

8		Take Home Test	
9	Collaborative and Group Activity	Poster Presentation	
10		Minute Papers	
11		Students Seminar	
12		Students Debates	Yes
13		Panel Discussion / Mock GD	Panel discussion by students on Ethics and Religion
14		Mock Interview	
15	Co-curricular Courses	MOOC-NPTEL/Coursera Videos	Yes
16		Value Added Courses	
17		Lecture Capture Usage	

*** Do not delete any activity. Give details for planned events. Write 'NA' for activity Not Planned.**

Consolidated Academic Administration Plan Prepared by (mention all theory teaching faculty names with signature)

Faculty 1 Name (Sign.)

Faculty 2 Name (Sign.)

Faculty 3 Name (Sign.)

External Industry Mentor (Sign.)

External Academic Mentor (Sign.)

VSIT Cluster Mentor Name (Sign.)

Head of Dept. (Sign.)

The academic resources available in VSIT –

VMIS (ERP)	V-Refer and V-Live	VSIT Library	VAC & MOOC Courses
Institute & Department Vision and Mission	Former IA question papers and solutions (prepared by faculty)	Former IA question papers solutions - hardcopy	Value Added Courses (VAC) are conducted throughout the semester & in the semester break - Enrol for the VACs
Program Educational Objectives (PEO)	MU end semester examination question papers and solutions (prepared by faculty)	MU end semester exam question paper & solutions - by faculty, hardcopy	
Program Specific Outcome (PSO)	Class notes and Digital Content for the subject (scanned / typed by faculty)	All text books, reference books, e -books mentioned in the syllabus & AAP	Online courses from NPTEL, Coursera etc. are pursued throughout the semester - Register for the course & get certified
Program Outcome (PO)	Comprehensive question bank, EQ, GQ, PPT, Class Test papers	Technical journals and magazines for reference	
Departmental Knowledge Map	Academic Administration Plan & Beyond Syllabus Activity report	VSIT library is member of IIT Bombay Library	Watch former lectures captured in LMS at VSIT

1.a Course Objectives (write in detail – follow NBA guideline in this regard)

Cognitive	What do you want students to know?	Role of Ethics in Personal and Professional life
Affective	What do you want students to think / care about?	Ethics to be followed in share markets as they belong to financial markets
Behavioural	What do you want students to be able to do?	Professional Ethics

1.b Course Outcome (CO) Statements and Module-Wise Mapping (follow NBA guideline)

CO No.	Statements	Related Module/s
CO1	Role of Board of Director's	Unit 1
CO2	Evolution of corporate Governance	Unit 2
CO3	Corporate governance and shareholder's rights	Unit 3
CO4	Legislative framework of corporate governance	Unit 4

1.c Mapping of COs with POs (mark S: Strong, M: Moderate, W: Weak, Dash '-': not mapped)

	PO 1	PO 2	PO 3	PO 4	PO 5	PO 6	PO 7	PO 8	PO 9	PO 10	PO 11	PO 12
CO 1												
CO 2												
CO 3												

CO 4												
CO 5												

1.d Mapping of COs with PSOs (mark S: Strong, M: Moderate, W: Weak, Dash ‘-’:not mapped)

	PSO 1	PSO 2	PSO 3	PSO 4
CO 1				
CO 2				
CO 3				
CO 4				
CO 5				

1.e Teaching and Examination Scheme (As specified by the University) for the Course

Categories	Mathematics	Computing / IT / Electronics	Humanities & Soft Skill	Social Sciences	Commerce	Management	Multidisciplinary
Tick suitable category					✓		

Subject Code	Subject Name	Teaching Scheme			Credits Assigned			
		Theory	Practical	Tutorial	Theory	TW/Practical	Tutorial	Total
	Auditing	75	--	--	3	-	--	3

Subject Code	Subject Name	Examination Scheme							
		Theory Marks IA Test			End Sem. Exam Marks	TW	Practical	Oral	Total
		IA 1	IA 2	Sum of IA1 and IA2					
	Auditing	20	05	25	75	--	--	--	100

1.f Faculty-Wise Distribution of all Lecture-Practical-Tutorial Hours for the Course

Divisions	Lecture (Hrs.)	Practical (Hrs.)				Tutorial (Hrs.)			
		Batch 1	Batch 2	Batch 3	Batch 4	Batch 1	Batch 2	Batch 3	Batch 4
A	3.33	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.

1.g Office Hours (Faculty will be available in office in this duration for solving students’ query)

Division	Day	Time (at least 1 Hr. / Division)	Venue (Office Room No.)
A	Monday	11.30 -12.30	Ms Teams

2.a**Syllabus: Module Wise Teaching Hours and % Weightage in University Question Paper**

Module No.	Module Title and Brief Details	Teaching Hrs. for each module	% Weightage in University Question Papers
1	Business Ethics	12.5	Equal
2	Corporate Governance- Conceptual Framework	12.5	Equal
3	Corporate Governance and Shareholders Rights	12.5	Equal
4	Corporate Governance Forums and Legislative Framework of Corporate Governance in India	12.5	Equal
* Insert rows for more modules in the Course Total		50	100

2.b**Prerequisite Courses**

No.	Semester	Name of the Course	Topic/s
1			

2.c**Relevance to Future Courses**

No.	Semester	Name of the Course
1		Financial Markets

2.d**Real Life Application Mapping – Mention Application from Very Common Day to Day Life**

No.	Real Life Application Mapping with the Course
1	It will help when students choose their Chartered Accountancy as profession

3.**Past Results – Division-Wise and Topic-Wise Result Based Analysis**

Details	Target - November 2018	November 2017	November 2016	November 2015
Course Passing %	95%			
Marks Obtained by Course Topper (mark/100)				

Year	Division A		Division B		Division C	
	Initials of Teacher	% Result	Initials of Teacher	% Result	Initials of Teacher	% Result

Dec 2016						
Dec 2015						
Dec 2014						

Topics which affect results negatively	Module Number	Recommendations to overcome these issues & improve result in future

4 All the Learning Resources – Books and E-Resources

4.a List of Text Books (T – Symbol for Text Books) to be Referred by Students

Sr. No	Text Book Titles	Author/s	Publisher	Edition	Module Nos.

4.b List of Reference Books (R – Symbol for Reference Books) to be Referred by Students

Sr. No	Reference Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Business Ethics- Concepts and Cases	Manuel G. Velasquez			
2	Corporate Governance, Principles, policies and Practices	A.C. Fernando, Pearson Education			
3	Corporate Governance	IICA, Taxman			
4	The Art of Corporate Governance	Dr. Jiffy George			
5	Companies Act 2013 and Rules, SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015				

4.c List of E - Books (E – Symbol for E-Books) to be Referred by Students

Sr. No	E- Book Titles	Author/s	Publisher	Edition	Module Nos.
1					

4.d Web Links and Names of Magazines, Journals, E-journals – [VIT is member of IIT Bombay Library]

Refer online journals subscribed in VIT library. You can also access IIT Bombay online library for journals from IITB campus.

Sr. No.	Web-Links and Names of Journals and E-Journals Recommended to Students for this Course	Web-Links and Names of Magazines Recommended to Students for this Course	Module Nos.
1	Slideshare.com	Directory of open access book	All
2			
3			

4.e Module Best Available in - Tick the best resource [from 4.a to 4.d in this AAP] & give details

Module No.	Category (Please Tick Mark) - √						Available In VSIT Library?		Details of the Resource (i.e. Name, Chapter & Page No., etc.)
	Book			Magazine	Journals		Y	N	
	Text	Reference	E-Book		Regular	E-Journal			
1		√					√		All

4.f Web Links for Online Notes/YouTube/VSIT Digital Content/VIT Lecture Capture/NPTEL Videos

Students can view lectures by VSIT professors, captured through LMS 'Lecture Capture' in VIT campus for previous years.

No.	Websites / Links	Module Nos.
1	http://onlinecourses.nptel.ac.in/noc17_mg03	All
2		All

4.g Recommended MOOC Courses like Coursera / NPTEL / MIT-OCW / edX etc.

Sr. No.	MOOC Course Link	Course conducted by – Person / University / Institute / Industry	Course Duration	Certificate (Y / N)
1				

4.h Recommended Value Added Courses (VAC)

Sr. No.	Name of the Value Added Course	Conducted by – Person / Institute / Industry	Course Duration	Certificate (Y / N)

4.i Study Material Distributed among Students

Tick if distributed among students					
GQ	Notes	Digital Content	PPT	EQ (updated till the Last Exam)	Other (Write Details)
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

5. Consolidated Course Lesson Plan

	From (date/month/year)	To (date/month/year)	Total Number of Weeks
Semester Duration	18/06/2018	/ /2018	15

Week	Lecture no.	Module No.	Lecture Topics / IA 1 and IA 2 / BSA planned to be covered	Actual date of Completion	Cos	Recommended Prior Viewing / Reading	
						Lecture No. (on LMS)	Chapter No. / Page Nos./ Books/ Web Site
	1		Introduction to syllabus				
	2		Meaning, Definition, Nature and Advantages of Ethics.				
	3		Roles and responsibilities of stakeholders in business ethics.				
	4		Stakeholders responsibilities				
	5		Role of Board of Directors – Responsibility and Functions				
	6		Role of government in ensuring business ethics				
	7		Organization climate in Business Ethics and its reputation				
	8		Factors Influencing business ethics				
	9		Addressing ethical dilemma				
	10		Code of Ethics, Need, Features and Objectives.				

	11	Principles and factors of International Ethics code				
	12	10 Principles of the UN Global Compact 2004				
	13	Ethics Committee				
	14	Ethics training				
	15	Integrity Pact				
Unit 2	16	Corporate Governance				
	17	Meaning, Definition and Factors influencing corporate governance				
	18	Reasons and Need, objectives of corporate governance				
	19	Importance and benefit of corporate governance				
	20	Significance of ethics in corporate governance				
	21	Corporate and society, Enterprises triple ethical effect on society				
	22	Constituents of corporate governance and history of corporate governance in India				
	23	Principles, characteristics of Corporate Governance				
	24	Theories of corporate governance				
	25	Practice, scope, benefits of corporate governance.				
	26	Rationale for disclosures and Issues in corporate governance				
	27	Role of CEO, Comparative analysis of chairman and CEO's responsibilities				
	28	Shareholders Responsibilities, Accountability of employees, managers and Directors				

	29	Corporate governance in globalised economy				
Unit - 3	30	Corporate governance and shareholders rights				
	31	Basic rights, companies act 2013				
	32	Rights of shareholders as per OCED Principles of Corporate governance				
	33	Challenges of Exercising Shareholders Rights				
	34	Types of RPTs				
	35	Role of Investor Association in securing shareholders rights				
	36	Role of Institutional Investors in corporate governance				
	37	OECD principles of corporate governance				
	38	Tools used by institutional investors				
Unit 4	39	Corporate Governance Forum, Mission and its stakeholders of NFCG				
	40	Structure, Objectives and Major initiatives of NFCG				
	41	Objectives and Functioning of GCGF				
	42	Organisation for Economic Co-operation and Development (OECD)				
	43	Commonwealth Association of corporate governance (CACG), objectives and principles and its importance				
	44	International Corporate governance Network (ICGN), objectives and principles				
	45	The European corporate governance institute (ECGI), mission and objectives				
	46	Core values of conference board and scope of ACGA				

	48		Corporate Secretaries International association, Emerging trends in corporate governance and expert committee reports				
	49		Initiatives under National foundation for corporate governance, Listing agreement, Board committee. Its function and purpose				
	50		Revision				

6. Rubric for Grading and Marking of Term Work (inform students at the beginning of semester)

Lecture + Practical (% Attendance) & Marks	Assignments	Tutorial	Lab / Practical Performance	Lab Journal Assessment	Class Tests (Other than IA)	Class participation	Other (2) specify	Total
						05		05

7. Assignments / Tutorials Details (must attach print out of all questions together with AAP)

Assignment No.	Title of the Assignments / Tutorials	CO Map	Assignments given to Students on	Date of Submission
1	Assignment 1- Presentation on RPT	3		
2	Open Book Test	2		
3				

Analysis of Assignment / Tutorial Questions and Related Resources

Assignment No.	Week No.	Type* (√)			Module No.	Based on #			Question Type (√)	
		R	UQ	OBT		Text Book	Reference Book	Other Learning Resource	MU EQ	Thought Provoking
1	1				1			(√)		
2	4				2					

3	6				4					
4										
5										

* Tick (√) the Type of the Assignment: Regular (R); Unannounced Quiz (UQ) ; Open Book Test for TY/SY/MASTERS (OBT)

Write number for Text book, reference book, other learning resource from this AAP – from Points 4.a to 4.d

8. Internal Assessment / Other Class Test / Open Book Test (OBT)/Take Home Test (THT) Details

Tests	Test Dates	Module No.	CO Map	IA Question Paper Pattern	Policy
1 st IA Test				Q1 – MCQ - 10 Marks Q2 – 1 numerical 5 Marks Q3 – 1 numerical 5 Marks 20 marks each for IA 1 & 2	No IA Re-test
2nd IA Test					IA is a Head of passing *
Pop Quiz					
Open Book Test					
Take Home Test					
Class tests / prelims					
Class tests / prelims					
Any other test/exams					

* IA failures will have to appear for re-test in next semester

9.a Practical Activities – Regular Experiments

Practical No.	Module No.	Title of the Regular Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1					
2					
3					
4					
5					

6					
7					
8					
9					
10					

9.b Practical Activities – Newly Added Experiments

Practical No.	Module No.	Title of the Newly Added Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1					
2					

9.c Practical Activities – PBL Experiments

Practical No.	Module No.	Title of the PBL Experiments	Concepts to be highlighted	CO Map	Audit / Quality (0 to 4)
1					
2					

10. Beyond Syllabus Activities for Gap Mitigation

No.	Type of the Activity	Activities	Details – no of attendees, guest, feedback, mark sheet, report
1	Interaction with Outside World	Guest Lecture / Workshops	(√)
2		Industrial Visit	
3	Test and Assessments	Class Tests – (other than IA)	(√)
4		Mini Projects	
5		Pop Quiz	
6		Mobile App Based Quiz	
7		Open Book Test	(√)
8		Take Home Test	
9		Poster Presentation	

10	Collaborative and Group Activity	Minute Papers	
11		Students Seminar	(√)
12		Students Debates	
13		Panel Discussion / Mock GD	(√)
14		Mock Interview	
15	Co-curricular Courses	MOOC-NPTEL/Coursera Videos	
16		Value Added Courses	(√)
17		Lecture Capture Usage	

*** Do not delete any activity. Give details for planned events. Write 'NA' for activity Not Planned.**

Consolidated Academic Administration Plan Prepared by (mention all theory teaching faculty names with signature)

Pooja Kesharwani

Faculty 1 Name (Sign.)

Faculty 2 Name (Sign.)

Faculty 3 Name (Sign.)

External Industry Mentor (Sign.)

External Academic Mentor (Sign.)

VSIT Cluster Mentor Name (Sign.)

Head of Dept. (Sign.)

Version 2017-2

The academic resources available in VSIT –

VMIS (ERP)	V-Refer and V-Live	VSIT Library	VAC & MOOC Courses
Institute & Department Vision and Mission	Former IA question papers and solutions (prepared by faculty)	Former IA question papers solutions - hardcopy	Value Added Courses (VAC) are conducted throughout the semester & in the semester break - Enrol for the VACs
Program Educational Objectives (PEO)	MU end semester examination question papers and solutions (prepared by faculty)	MU end semester exam question paper & solutions - by faculty, hardcopy	
Program Specific Outcome (PSO)	Class notes and Digital Content for the subject (scanned / typed by faculty)	All text books, reference books, e -books mentioned in the syllabus & AAP	Online courses from NPTEL, Coursera etc. are pursued throughout the semester - Register for the course & get certified
Program Outcome (PO)	Comprehensive question bank, EQ, GQ, PPT, Class Test papers	Technical journals and magazines for reference	
Departmental Knowledge Map	Academic Administration Plan & Beyond Syllabus Activity report	VSIT library is member of IIT Bombay Library	Watch former lectures captured in LMS at VSIT

1.a Course Objectives (write in detail – follow NBA guideline in this regard)

Cognitive	What do you want students to know?	To acquire an in-depth knowledge and understanding of Marketing of Financial services and market understanding political, legal, , Technological and Competitive environment for Marketing Financial Services
Affective	What do you want students to think / care about?	To consider various aspects of the Financial services marketing operation and various challenges they have to go through
Behavioural	What do you want students to be able to do?	To outline the current challenges in Marketing financial services and possess skills to propose solutions and ways to overcome them.

1.b Course Outcome (CO) Statements and Module-Wise Mapping (follow NBA guideline)

CO No.	Statements	Related Module/s
CO1	Will gain a deep understanding of the theoretical and conceptual understanding of Financial system	Unit 1
CO2	Will be able to know various Financial Institutions and their Regulatory bodies	Unit 2
CO3	Will be able to know various types of Financial market in Investment	Unit 3
CO4	Will be able to how these financial systems are managed in Domestic and Global level	Unit 4

1.c Mapping of COs with POs (mark S: Strong, M: Moderate, W: Weak, Dash ‘-’: not mapped)

	PO 1	PO 2	PO 3	PO 4	PO 5	PO 6	PO 7	PO 8	PO 9	PO 10	PO 11	PO 12
--	------	------	------	------	------	------	------	------	------	-------	-------	-------

CO 1												
CO 2												
CO 3												
CO 4												
CO 5												

1.d Mapping of COs with PSOs (mark S: Strong, M: Moderate, W: Weak, Dash '-':not mapped)

	PSO 1	PSO 2	PSO 3	PSO 4
CO 1				
CO 2				
CO 3				
CO 4				
CO 5				

1.e Teaching and Examination Scheme (As specified by the University) for the Course

Categories	Mathematics	Computing / IT / Electronics	Humanities & Soft Skill	Social Sciences	Commerce	Management	Multidisciplinary
Tick suitable category						✓	

Subject Code	Subject Name	Teaching Scheme			Credits Assigned			
		Theory	Practical	Tutorial	Theory	TW/Practical	Tutorial	Total
	Marketing of Financial Services	75	--	--	3	-	-	3

Subject Code	Subject Name	Examination Scheme							
		Theory Marks IA Test			End Sem. Exam Marks	TW	Practical	Oral	Total
		IA 1	IA 2	SUM of IA1 and IA2					
	Marketing of Financial Services	20	5	25	75	-	-	-	100

1.f Faculty-Wise Distribution of all Lecture-Practical-Tutorial Hours for the Course

Divisions	Lecture (Hrs.)	Practical (Hrs.)				Tutorial (Hrs.)			
		Batch 1	Batch 2	Batch 3	Batch 4	Batch 1	Batch 2	Batch 3	Batch 4
B	3.33	-	-	-	-	-	-	-	-

1.g Office Hours (Faculty will be available in office in this duration for solving students' query)

Division	Day	Time (at least 1 Hr. / Division)	Venue (Office Room No.)
B	Thursday	11:00 am : 12.00am	Staffroom

2.a Syllabus : Module Wise Teaching Hours and % Weightage in University Question Paper

Module No.	Module Title and Brief Details	Teaching Hrs. for each module	% Weightage in University Question Papers
1	Foundation of Service Marketing	60*50 MIN/60=12.5	25%
2	Service Market Segmentation	60*50 MIN/60=12.5	25%
3	Issues in Marketing of Services	60*50 MIN/60=12.5	25%
4	Issues in Marketing of Services	60*50 MIN/60=12.5	25%
* Insert rows for more modules in the Course		Total	100

2.b Prerequisite Courses

No.	Semester	Name of the Course	Topic/s
1	1	OC-SYJC	Commerce and Understanding of Business

2.c Relevance to Future Courses

No.	Semester	Name of the Course
1		B.Com, M.Com.
2		MBA

2.d Real Life Application Mapping – Mention Application from Very Common Day to Day Life

No.	Real Life Application Mapping with the Course
1	Understand and apply the basic principal and understanding Marketing of financial services and requirement and process to Market any Financial product.
2	Applying the Political and legal understanding to market
3	Understanding the system of Financial Market and Institutions .

3. Past Results – Division-Wise and Topic-Wise Result Based Analysis

Details	Target – March 2018	March-2017	March- 2016	March 2015
Course Passing % – Average of 3 Divisions	100%			
Marks Obtained by Course Topper (mark/100)				

Year	Division A		Division B		Division C	
	Initials of Teacher	% Result	Initials of Teacher	% Result	Initials of Teacher	% Result
March-2017						
March-2016						
March-2015						

Topics which affect results negatively	Module Number	Recommendations to overcome these issues & improve result in future
Managing Financial system Design	4	Continuous reading and writing practice and more Questions solving practice

4 All the Learning Resources – Books and E-Resources

4.a List of Text Books (T – Symbol for Text Books) to be Referred by Students

Sr. No	Text Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Financial Institutions and markets	Dr. V.S Kannan	Manan Prakashan		1 to 4
2	Financial Institutions and markets	Vaibhav Ashar	Manan Prakashan		1-4
3					
4					
5					

4.b List of Reference Books (R – Symbol for Reference Books) to be Referred by Students

Sr. No	Reference Book Titles	Author/s	Publisher	Edition	Module Nos.
1	The International Financial system,	Morrison J,	Palgrave		
2	Institution change in Financial market Regulation	Mayntz, Renate	Publisher:] Campus Verlag		
3	Aspects of scale and market efficiency	<u>William EWetzelJr</u>			2
4					
5					
6					

4.c List of E - Books (E – Symbol for E-Books) to be Referred by Students

Sr. No	E- Book Titles	Author/s	Publisher	Edition	Module Nos.
1					
2					

3					
4					

4.d

Web Links and Names of Magazines, Journals, E-journals – [VIT is member of IIT Bombay Library]

Refer online journals subscribed in VIT library. You can also access IIT Bombay online library for journals from IITB campus.

Sr. No.	Web-Links and Names of Journals and E-Journals Recommended to Students for this Course	Web-Links and Names of Magazines Recommended to Students for this Course	Module Nos.
1	http://www.bbamantra.com/indian-financial-system-introduction/		1-2
2	https://upcity.com/blog/top-financial-service-marketing-strategies/		1-4
3	https://stevensonfinancialmarketing.wordpress.com/2012/02/20/		3-4

4.e

Module Best Available in - Tick the best resource [from 4.a to 4.d in this AAP] & give details

Module No.	Category (Please Tick Mark) - √						Available In VIT Library?		Details of the Resource (i.e. Name, Chapter & Page No., etc.)
	Book			Magazine	Journals		Y	N	
	Text	Reference	E-Book		Regular	E-Journal			
1	✓	✓					✓		
2	✓	✓					✓		
3	✓	✓					✓		
4	✓	✓					✓		

4.f

Web Links for Online Notes/YouTube/VIT Digital Content/VIT Lecture Capture/NPTEL Videos

Students can view lectures by VIT professors, captured through LMS 'Lecture Capture' in VIT campus for previous years.

No.	Websites / Links	Module Nos.
1	Soft Copy Notes	1-4
2	Case Studies notes	1-4
3	Graded Questions	1-4

4.g

Recommended MOOC Courses like Coursera / NPTEL / MIT-OCW / edX etc.

Sr. No.	MOOC Course Link	Course conducted by – Person / University / Institute / Industry	Course Duration	Certificate (Y / N)
1				

4.h Recommended Value Added Courses (VAC)

Sr. No.	Name of the Value Added Course	Conducted by – Person / Institute / Industry	Course Duration	Certificate (Y / N)
1				

4.i Study Material Distributed among Students

Tick if distributed among students					
GQ	Notes	Digital Content	PPT	EQ (updated till the Last Exam)	Other (Write Details)
<input checked="" type="checkbox"/>			<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	

5. Consolidated Course Lesson Plan

	From (date/month/year)	From (date/month/year)	Total Number of Weeks
Semester Duration	December 2017	March 2018	13

Week	Lecture no.	Module No.	Lecture Topics / IA 1 and IA 2 / BSA planned to be covered	Actual date of Completion	COs	Recommended Prior Viewing / Reading	
						Lecture No. (on LMS)	Chapter No. / Page Nos./ Books/ Web Site
1	1	I	Foundation of Services Marketing		CO 1		
	2		Nature and Characteristics of services		CO 1		
	3		Classification of services		CO 1		
	4		Importance of service marketing		CO 1	CS	
2	5		The growth in services		CO 1		
	6		Global and Indian Scenario		CO 1		
	7		Retail Financial services		CO 1	Cs	

	8		Investment Services		CO 1		
3	9		Insurance services and credit services		CO 1	VIDEO	
	10		Dimensions and Drivers for services		CO 1		
	11		Institutional finance service		CO 1		
	12		Distinctive characteristics of services		CO 1		
4	13		Four I's of services		CO 1		
	14		Managing service encounters		CO 1		
	15		Case studies		CO 1		
	16	II	Introduction to service market segmentation		CO 2		
5	17		Positioning of services		CO 2		
	18		Differentiation of services		CO 2		
	19		Promotion and communication		CO 2	Video	
	20		Designing Service process		CO 2		
6	21		Managing services process		CO 2		
	22		Constructing and service marketing		CO 2		
	23		Managing people for service advantage		CO 2		
	24		Service Quality		CO 2		

7	25		Service Productivity		CO 3		
	26		Customer Relationship Management		CO 3		
	27		Customer Relationship Management		CO 3		
	28		Customer Loyalty		CO 3	Cs	
8	29		Case studies		CO 3		
	30		Revision		CO 3		
	31	III	Introduction to Issue in marketing of services		CO 4		
	32		Issues in Marketing of services		CO 4		
9	33		Extended services marketing Mix		CO 4		
	34		Beyond the 4ps.		CO 4		
	35		7ps of Marketing		CO 4		
	36		Service Delivery process		CO 4		
10	37		Services Blueprints		CO 4		
	38		Service mapping		CO 4		
	39		Managing employees for service orientation		CO 4		
	40		Distribution Strategies of services		CO 4		
11	41		Challenges in Distribution of services		CO 4		
	42		Personal selling		CO 4	video	

	43		Advertising in Service Industry		CO 4		
	44		Sales promotion in service Industry		CO 4		
12	45		Case studies		CO 4		
	46	IV	Introduction challenges in service marketing		CO 5		
	47		Customer Satisfaction in service marketing		CO 5		
	48		Service quality in Service marketing		CO 5		
13	49		Role of HR & Internal marketing		CO 5	Cs	
	50		Monitoring and Measuring customer satisfaction		CO 5		
	51		GAP Model		CO 5		
	52		GAP Model		CO 5		
14	53		Handling Complaints Effectively		CO 5		
	54		Service Recovery		CO 5		
	55		Use of Internet in Service marketing		CO 5		
	56		Role of IT in Marketing Financial Services		CO 5		
15	57		Marketing in 21 st Century		CO 5		
	58		Marketing through social networking channel		CO 5		
	59		Case studies		CO 5		
	60		Revision		CO 5		

* Tick (✓) the Type of the Assignment: Regular (R); Unannounced Quiz (UQ) ; Open Book Test for TY/SY/MASTERS (OBT)
 # Write number for Text book, reference book, other learning resource from this AAP – from Points 4.a to 4.d

8.

Internal Assessment / Other Class Test / Open Book Test (OBT)/Take Home Test (THT) Details

Tests	Test Dates	Module No.	CO Map	IA Question Paper Pattern	Policy
1 st IA Test				Q1 – MCQ - 10 Marks Q2 – 1 numerical 5 Marks Q3 – 1 numerical 5 Marks 20 marks each for IA 1 & 2	No IA Re-test IA is a Head of passing *
2 nd IA Test					
Pop Quiz					
Open Book Test					
Take Home Test					
Class tests / prelims					
Class tests / prelims					
Any other test/exams					

* IA failures will have to appear for re-test in next semester

9.a

Practical Activities – Regular Experiments

Practical No.	Module No.	Title of the Regular Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1					
2					
3					
4					
5					
6					
7					
8					

9					
10					

9.b Practical Activities – Newly Added Experiments

Practical No.	Module No.	Title of the Newly Added Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1					
2					

9.c Practical Activities – PBL Experiments

Practical No.	Module No.	Title of the PBL Experiments	Concepts to be highlighted	CO Map	Audit / Quality (0 to 4)
1	1	Setting up new business with the best possible modes and under various Apex and Development banks	Marketing segmentations	CO2	4
2	2	How to go for various Investment analysis	Challenges in marketing financial services	CO3	4

10. Beyond Syllabus Activities for Gap Mitigation

No.	Type of the Activity	Activities	Details – no of attendees, guest, feedback, mark sheet, report
1	Interaction with Outside World	Guest Lecture / Workshops	
2		Industrial Visit	
3	Test and Assessments	Class Tests – (other than IA)	
4		Mini Projects	✓
5		Pop Quiz	
6		Mobile App Based Quiz	
7		Open Book Test	
8		Take Home Test	✓
9	Collaborative and Group Activity	Poster Presentation	
10		Minute Papers	✓
11		Students Seminar	

12		Students Debates	✓
13		Panel Discussion / Mock GD	✓
14		Mock Interview	
15	Co-curricular Courses	MOOC-NPTEL/Coursera Videos	As and when desired
16		Value Added Courses	
17		Lecture Capture Usage	
18		Class Activity	Lecture 45

*** Do not delete any activity. Give details for planned events. Write 'NA' for activity Not Planned.**

Consolidated Academic Administration Plan Prepared by (mention all theory teaching faculty names with signature)

Santosh Gupta

Faculty 2 Name (Sign.)

Faculty 3 Name (Sign.)

External Industry Mentor (Sign.)

External Academic Mentor (Sign.)

VSIT Cluster Mentor Name (Sign.)

Head of Dept. (Sign.)

Version 2019-2020

The academic resources available in VSIT –

VMIS (ERP)	V-Refer and V-Live	VSIT Library	VAC & MOOC Courses
Institute & Department Vision and Mission	Former IA question papers and solutions (prepared by faculty)	Former IA question papers solutions - hardcopy	Value Added Courses (VAC) are conducted throughout the semester & in the semester break - Enrol for the VACs
Program Educational Objectives (PEO)	MU end semester examination question papers and solutions (prepared by faculty)	MU end semester exam question paper & solutions - by faculty, hardcopy	
Program Specific Outcome (PSO)	Class notes and Digital Content for the subject (scanned / typed by faculty)	All text books, reference books, e -books mentioned in the syllabus & AAP	Online courses from NPTEL, Coursera etc. are pursued throughout the semester - Register for the course & get certified
Program Outcome (PO)	Comprehensive question bank, EQ, GQ, PPT, Class Test papers	Technical journals and magazines for reference	
Departmental Knowledge Map	Academic Administration Plan & Beyond Syllabus Activity report	VSIT library is member of IIT Bombay Library	Watch former lectures captured in LMS at VSIT

1.a Course Objectives (write in detail – follow NBA guideline in this regard)

Cognitive	What do you want students to know?	To understand the provisions of Income Tax Act 1961
Affective	What do you want students to think / care about?	Various heads of income, deductions from total income, computation of total taxable income
Behavioural	What do you want students to be able to do?	They should know about direct tax, scope of total income, different heads of income, application of deductions and computation of total income

1.b Course Outcome (CO) Statements and Module-Wise Mapping (follow NBA guideline)

CO No.	Statements	Related Module/s
CO1	To understand the provisions of determining residential status of individual	Unit 1
CO2	To study various heads of income	Unit 2
CO3	To study deductions from total income	Unit 3
CO4	To compute taxable income of Individuals	Unit 4

1.c Mapping of COs with POs (mark S: Strong, M: Moderate, W: Weak, Dash '-': not mapped)

	PO 1	PO 2	PO 3	PO 4	PO 5	PO 6	PO 7	PO 8	PO 9	PO 10	PO 11	PO 12
CO 1												
CO 2												
CO 3												
CO 4												
CO 5												

1.d Mapping of COs with PSOs (mark S: Strong, M: Moderate, W: Weak, Dash '-':not mapped)

	PSO 1	PSO 2	PSO 3	PSO 4
CO 1				
CO 2				
CO 3				
CO 4				
CO 5				

1.e Teaching and Examination Scheme (As specified by the University) for the Course

Categories	Mathematics	Computing / IT / Electronics	Humanities & Soft Skill	Social Sciences	Commerce	Management	Multidisciplinary
Tick suitable category						✓	

Subject Code	Subject Name	Teaching Scheme			Credits Assigned			
		Theory	Practical	Tutorial	Theory	TW/Practical	Tutorial	Total
	Direct Taxes	75			3			3

Subject Code	Subject Name	Examination Scheme							
		Theory Marks IA Test			End Sem. Exam Marks	TW	Practical	Oral	Total
		IA 1	IA 2	Sum of IA1 and IA2					
	Direct Taxes	20	05	25	75				100

1.f Faculty-Wise Distribution of all Lecture-Practical-Tutorial Hours for the Course

Divisions	Lecture (Hrs.)	Practical (Hrs.)				Tutorial (Hrs.)			
		Batch 1	Batch 2	Batch 3	Batch 4	Batch 1	Batch 2	Batch 3	Batch 4
A (Finance)	3.33	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.

1.g Office Hours (Faculty will be available in office in this duration for solving students' query)

Division	Day	Time (at least 1 Hr. / Division)	Venue (Office Room No.)
A	Friday	11:30am - 12:20 pm	X- block library

2.a Syllabus: Module Wise Teaching Hours and % Weightage in University Question Paper

Module	Module Title and Brief Details	Teaching	% Weightage in
--------	--------------------------------	----------	----------------

No.		Hrs. for each module	University Question Papers
1	Definitions and Residential Status	8.33 hrs	15
2	Heads of Income – I	12.5 hrs	30
3	Heads of Income - II	12.5 hrs	30
4	Deductions under Chapter VI A	8.33 hrs	10
5	Computation of Taxable Income of Individuals	8.33 hrs	15
* Insert rows for more modules in the Course		Total	50
			100

2.b Prerequisite Courses

No.	Semester	Name of the Course	Topic/s
1		NA	
2		NA	

2.c Relevance to Future Courses

No.	Semester	Name of the Course
1	TYBMS	NA
2	MBA/MMS	Finance specialisation
3	M.com	Advanced Accountancy Specialisation

2.d Real Life Application Mapping – Mention Application from Very Common Day to Day Life

No.	Real Life Application Mapping with the Course
1	Annual Tax planning (application of exemptions and deductions)
2	Assessment of income tax

3. Past Results – Division-Wise and Topic-Wise Result Based Analysis

Details	Target - Nov 2019	Nov 2018	Nov 2017	Mar 2015
Course Passing %	100%	90%	NA	NA
Marks Obtained by Course Topper (mark/100)		87	NA	NA

Year	Division A		Division B		Division C	
	Initials of Teacher	% Result	Initials of Teacher	% Result	Initials of Teacher	% Result
Nov 2017	Mohan Iyer	90%	NA	NA	NA	NA
Nov 2016	NA	NA				
Mar 2015	NA	NA				

Topics which affect results negatively	Module Number	Recommendations to overcome these issues & improve result in future
Computation of taxable income of individuals	4	More class room practice, Assignments and homework sheets

4 All the Learning Resources – Books and E-Resources

4.a List of Text Books (T – Symbol for Text Books) to be Referred by Students

Sr. No	Text Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Direct Tax	Ainapure	Manan P	2019-20	All

4.b List of Reference Books (R – Symbol for Reference Books) to be Referred by Students

Sr. No	Reference Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Direct Tax	Rajiv S			All
2	Direct Tax planning and management	Sharma, BR			All
3	Direct taxes	Rajwani Rinky			Module 1
4	Direct taxes: Law and Practice with special reference to tax planning	Singhanian			Module 4 & 5

4.c List of E - Books (E – Symbol for E-Books) to be Referred by Students

Sr. No	E- Book Titles	Author/s	Publisher	Edition	Module Nos.
1					
2					

4.d Web Links and Names of Magazines, Journals, E-journals – [VIT is member of IIT Bombay Library]

Refer online journals subscribed in VIT library. You can also access IIT Bombay online library for journals from IITB campus.

Sr. No	Web-Links and Names of Journals and E-Journals Recommended to Students for this Course	Web-Links and Names of Magazines Recommended to Students for this Course	Module Nos.
.			

1			All
2			

4.e Module Best Available in - Tick the best resource [from 4.a to 4.d in this AAP] & give details

Module No.	Category (Please Tick Mark) - √						Available In VSIT Library?		Details of the Resource (i.e. Name, Chapter & Page No., etc.)
	Book			Maga-zine	Journals		Y	N	
	Text	Reference	E-Book		Regular	E-Journal			
1	✓	✓					Y		Unit 1-4
2	✓	✓					Y		Unit 1-4
3	✓	✓					Y		Unit 1-4
4	✓	✓					Y		Unit 1-4

4.f Web Links for Online Notes/YouTube/VSIT Digital Content/VIT Lecture Capture/NPTEL Videos

Students can view lectures by VSIT professors, captured through LMS 'Lecture Capture' in VIT campus for previous years.

No.	Websites / Links	Module Nos.
1	Digital Content (live.vsit.edu.in) (TYBMS Direct Tax)	1-5
2	Residential Status Revision Full Chapter In 13 Minutes with Mind Map https://www.youtube.com/watch?v=I3jK1f9qjRo	1
3	How to calculate income under the Heads of income Income tax computation under heads of income https://www.youtube.com/watch?v=k7KYhg7hkEE	2
4	INCOME TAX CALCULATION FOR SALARIED INDIVIDUAL 2019 https://www.youtube.com/watch?v=ERXXaqvXpEM	2
5	INCOME TAX AY 2019-20 CLASS-21 INCOME FROM HOUSE PROPERTY CA IPCC CA INTER https://www.youtube.com/watch?v=V9dCpF-MQyY	2
6	Capital Gains AY 2019-20 https://www.youtube.com/watch?v=3eMJgEDU_LQ	3
7	PGBP Head How to compute taxable profit for Business or Profession https://www.youtube.com/watch?v=jh0MXfQP9c	3
8	Deductions from Gross total Income https://www.youtube.com/watch?v=EJ-8gQ-Jick	4

4.g Recommended MOOC Courses like Coursera / NPTEL / MIT-OCW / edX etc.

Sr. No.	MOOC Course Link	Course conducted by – Person / University / Institute / Industry	Course Duration	Certificate (Y / N)
---------	------------------	--	-----------------	---------------------

4.h Recommended Value Added Courses (VAC)

Sr. No.	Name of the Value Added Course	Conducted by – Person / Institute / Industry	Course Duration	Certificate (Y / N)
1				

4.i Study Material Distributed among Students

Tick if distributed among students					
GQ	Notes	Digital Content	PPT	EQ (updated till the Last Exam)	Other (Write Details)
✓	✓	✓	✓	✓	Practical problems worksheets

5. Consolidated Course Lesson Plan

	From (date/month/year)	To (date/month/year)	Total Number of Weeks
Semester Duration			

Week	Lecture no.	Module No.	Lecture Topics / IA 1 and IA 2 / BSA planned to be covered	Actual date of Completion	COs	Recommended Prior Viewing / Reading	
						Lecture No. (on LMS)	Chapter No. / Page Nos. / Books/ Web Site
1	1	1	Introduction to Syllabus		1		
	2	1	Types of Taxes, Cannons of Taxation		1		
	3	1	Definitions: Person, Income, Assessee, Assessment, Previous Year Assessment Year		1		
	4	1	Definitions: Annual Value, Business, Capital Assets, Transfer.		1		
2	5	1	Determination of Residential Status: Provisions		1		
	6	1	Determination of Residential Status: Practical sums		1		

	7	1	Determination of Residential Status: Practical sums		1		
	8	1	Scope of Total Income		1		
3	9	1	Practical sums on Scope of total income		1		
	10	1	Practical sums on Scope of total income		1		
	11	4	Exclusions from Total Income (S.10)		1		
	12	2	Introduction to Income From Salary : Meaning, Basis of Charge		1		
4	13	2	Deduction from Salary U/S16		2		
	14	2	Problems on Income From Salary		2		
	15	2	Problems on Income From Salary		2		
	16	2	Problems on Income From Salary		2		
5	17	2	Problems on Income From Salary		2		
	18	2	Introduction to Income From House Property, Basis of Charge, Determination Annual Value		2		
	19	2	Problems on Income From House Property		2		
	20	2	Problems on Income From House Property		2		
6	21	2	Problems on Income From House Property		2		
	22	2	Problems on Income From House Property		2		
	23	2	Profit & Gain from Business and Profession: Definitions: Business, Profession		2		
	24	2	Problems based on income from business		2		

7	25	2	Problems based on income from business		2		
	26	2	Problems based on income from business		2		
	27	2	Problems based on income from business		2		
	28	2	Problems based on income from profession		2		
8	29	2	Problems based on income from profession		2		
	30	2	Problems based on income from profession		2		
	31	3	Income from Capital Gains: Short term capital gains and long term capital gains		3		
	32	3	Sums on Capital Gains		3		
9	33	3	Sums on Capital Gains		3		
	34	3	Sums on Capital Gains		3		
	35	3	Sums on Capital Gains		3		
	36	3	Sums on Capital Gains		3		
10	37	3	Income from Other Sources: theory		3		
	38	3	Practical sums on income from other sources		3		
	39	3	Practical sums on income from other sources		3		
	40	3	Practical sums on income from other sources		3		
11	41	3	Exclusions from Total Income (S.10)		3		
	42	3	Exclusions from Total Income (S.10)		3		

	43	4	Deductions from Total Income: Section 80C		4		
	44	4	Deductions from Total Income: Section 80CCC		4		
12	45	4	Deductions from Total Income: 80D		4		
	46	4	Deductions from Total Income: 80DD		4		
	47	4	Deductions from Total Income: 80E, 80U		4		
	48	4	Deductions from Total Income: 80TTA		4		
13	49	5	Computation of Total Income of an Individual		4		
	50	5	Sums on Computation of Total Income of an Individual		4		
	51	5	Sums on Computation of Total Income of an Individual		4		
	52	5	Sums on Computation of Total Income of an Individual		4		
14	53	5	Sums on Computation of Total Income of an Individual		4		
	54	5	Sums on Computation of Total Income of an Individual		4		
	55	5	Sums on Computation of Total Income of an Individual		4		
	56	5	Sums on Computation of Total Income of an Individual		4		
15	57	5	Sums on Computation of Total Income of an Individual		4		
	58	5	Sums on Computation of Total Income of an Individual		4		
	59	5	Sums on Computation of Total Income of an Individual		4		
	60	5	University Paper Solution Discussion		4		

6. Rubric for Grading and Marking of Term Work (inform students at the beginning of semester)

Lecture + Practical (% Attendance) & Marks	Assignments	Tutorial	Lab / Practical Performance	Lab Journal Assessment	Class Tests (Other than IA)	Class participation	Other (2) Specify	Total
						5		5

7. Assignments / Tutorials Details (must attach print out of all questions together with AAP)

Assignment No.	Title of the Assignments / Tutorials	CO Map	Assignments given to Students on	Date of Submission
1	Residential status & scope of total of total income	CO1	3 rd Week	4 th Week
2	Income from salary, house property and business/ profession	CO2	5 th Week	6 th Week
3	Income from capital gains and other sources	CO3	8 th Week	9 th Week
4	Computation of gross total income	CO4	11 th Week	12 th Week

Analysis of Assignment / Tutorial Questions and Related Resources

Assignment No.	Week No.	Type* (✓)			Module No.	Based on #			Question Type (✓)	
		R	UQ	OBT		Text Book	Reference Book	Other Learning Resource	MU EQ	Thought Provoking
1	3	✓			1		✓	E Book	✓	
2	5	✓			2		✓		✓	
3	8	✓			3		✓		✓	
4	11			✓	4&5		✓	E Book	✓	

* Tick (✓) the Type of the Assignment: Regular (R); Unannounced Quiz (UQ) ; Open Book Test for TY/SY/MASTERS (OBT)

Write number for Text book, reference book, other learning resource from this AAP – from Points 4.a to 4.d

8. Internal Assessment / Other Class Test / Open Book Test (OBT)/Take Home Test (THT) Details

Tests	Test Dates	Module No.	CO Map	IA Question Paper Pattern	Policy
1 st IA Test	7 or 8 th Week	1 & 2	1 & 2	Q1 – MCQ - 10 Marks Q2 – 1 numerical 5 Marks Q3 – 1 numerical 5 Marks 20 marks each for IA 1 & 2	No IA Re-test
2nd IA Test					IA is a Head of passing *
Pop Quiz					
Open Book Test	4 th week 10 th week	1 3 & 4			
Take Home Test	6 th week 11 th week	2 5			
Class tests / prelims					
Class tests / prelims					
Any other test/exams					

* IA failures will have to appear for re-test in next semester

9.a Practical Activities – Regular Experiments

Practical No.	Module No.	Title of the Regular Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1					
2					
3					
4					
5					
6					
7					
8					
9					

10					
----	--	--	--	--	--

9.b Practical Activities – Newly Added Experiments

Practical No.	Module No.	Title of the Newly Added Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1	5	Online filing of Income Tax of an Individual		4	
2					

9.c Practical Activities – PBL Experiments

Practical No.	Module No.	Title of the PBL Experiments	Concepts to be highlighted	CO Map	Audit / Quality (0 to 4)
1	All	Case studies (hypothetical)		1	

10. Beyond Syllabus Activities for Gap Mitigation

No.	Type of the Activity	Activities	Details – no of attendees, guest, feedback, mark sheet, report
1	Computation of Tax Liability	Guest Lecture / Workshops	Session by an Industry expert (practising chartered accountant) on how to calculate tax liability for AY 2019-20
2		Industrial Visit	
3	Test and Assessments	Class Tests – (other than IA)	Surprise test
4		Mini Projects	NA
5		Pop Quiz	
6		Mobile App Based Quiz	NA
7		Open Book Test	Yes
8		Take Home Test	Yes (5 question from each unit)
9	Collaborative and Group Activity	Poster Presentation	NA
10		Minute Papers	NA
11		Students Seminar	NA
12		Students Debates	NA
13		Panel Discussion / Mock GD	NA
14		Mock Interview	NA

15	Co-curricular Courses	MOOC-NPTEL/Coursera Videos	NA
16		Value Added Courses	NA
17		Lecture Capture Usage	NA

*** Do not delete any activity. Give details for planned events. Write 'NA' for activity Not Planned.**

Consolidated Academic Administration Plan Prepared by (mention all theory teaching faculty names with signature)

Poonam Mirwani

Faculty Name (Sign.)

External Industry Mentor (Sign.)

External Academic Mentor (Sign.)

VSIT Cluster Mentor Name (Sign.)

Head of Dept. (Sign.)

Version 2020 -2021

The academic resources available in VSIT –

VMIS (ERP)	V-Refer and V-Live	VSIT Library	VAC & MOOC Courses
Institute & Department Vision and Mission	Former IA question papers and solutions (prepared by faculty)	Former IA question papers solutions - hardcopy	Value Added Courses (VAC) are conducted throughout the semester & in the semester break - Enrol for the VACs
Program Educational Objectives (PEO)	MU end semester examination question papers and solutions (prepared by faculty)	MU end semester exam question paper & solutions - by faculty, hardcopy	
Program Specific Outcome (PSO)	Class notes and Digital Content for the subject (scanned / typed by faculty)	All text books, reference books, e -books mentioned in the syllabus & AAP	Online courses from NPTEL, Coursera etc. are pursued throughout the semester - Register for the course & get certified
Program Outcome (PO)	Comprehensive question bank, EQ, GQ, PPT, Class Test papers	Technical journals and magazines for reference	
Departmental Knowledge Map	Academic Administration Plan & Beyond Syllabus Activity report	VSIT library is member of IIT Bombay Library	Watch former lectures captured in LMS at VSIT

1.a Course Objectives (write in detail – follow NBA guideline in this regard)

Cognitive	What do you want students to know?	Students should know the basics of equity market, Debt market and other financial instruments
Affective	What do you want students to think / care about?	Students should think/care about Various types of risk like forex risk, transaction risk etc
Behavioural	What do you want students to be able to do?	Students should be able to apply the concepts in Portfolio Management & Risk Management in Banks and Broking Firms

1.b Course Outcome (CO) Statements and Module-Wise Mapping (follow NBA guideline)

CO No.	Statements	Related Module/s
CO1	Students should be able to understand the concept of Derivatives	Unit 1
CO2	Students should be able to understand the concept of Futures	Unit 2
CO3	Students should be able to understand the concept of Options & its pricing	Unit 3
CO4	Students should be able to understand the concept of Trading Clearing and settlement of Options & Futures	Unit 4

1.c Mapping of COs with POs (mark S: Strong, M: Moderate, W: Weak, Dash '-': not mapped)

	PO 1	PO 2	PO 3	PO 4	PO 5	PO 6	PO 7	PO 8	PO 9	PO 10	PO 11	PO 12
CO 1	S	S	S									
CO 2	S	M	S									
CO 3	S	M	M									
CO 4	M	M	M									

1.d Mapping of COs with PSOs (mark S: Strong, M: Moderate, W: Weak, Dash '-':not mapped)

	PSO 1	PSO 2	PSO 3	PSO 4
CO 1				
CO 2				
CO 3				
CO 4				

1.e Teaching and Examination Scheme (As specified by the University) for the Course

Categories	Mathematics	Computing / IT / Electronics	Humanities & Soft Skill	Social Sciences	Commerce	Management	Multidisciplinary
Tick suitable category					✓		

Subject Code	Subject Name	Teaching Scheme			Credits Assigned			
		Theory	Practical	Tutorial	Theory	TW/Practical	Tutorial	Total
UBFM503	Financial Derivative	75			3			3

Subject Code	Subject Name	Examination Scheme							
		Theory Marks IA Test			End Sem. Exam Marks	TW	Practical	Oral	Total
		IA 1	IA 2	Sum of IA1 and IA2					
UBFM503	Financial Derivative	20	05	25	75				100

1.f Faculty-Wise Distribution of all Lecture-Practical-Tutorial Hours for the Course

Divisions	Lecture (Hrs.)	Practical (Hrs.)				Tutorial (Hrs.)			
		Batch 1	Batch 2	Batch 3	Batch 4	Batch 1	Batch 2	Batch 3	Batch 4
A	50	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.

1.g Office Hours (Faculty will be available in office in this duration for solving students' query)

Division	Day	Time (at least 1 Hr. / Division)	Venue (Office Room No.)
A	Thursday	11:00 a.m. – 12:00 p.m	Reading Room

2.a Syllabus: Module Wise Teaching Hours and % Weightage in University Question Paper

Module No.	Module Title and Brief Details	Teaching Hrs. for each module	% Weightage in University Question Papers
1	Introduction to Derivatives	12	25
2	Futures – Introduction	13	25

3	Futures – Options -Introduction and Pricing Options	12	25
4	Trading Clearing and Settlement of Options and Futures	13	25
* Insert rows for more modules in the Course		Total	50
			100

2.b Prerequisite Courses

No.	Semester	Name of the Course	Topic/s
1	I	Introduction to Financial System	ALL
2	III & IV	Equity Market & Debt Market	ALL

2.c Relevance to Future Courses

No.	Semester	Name of the Course
1	VI	Risk Management (BFM)
2	III & IV	Financial Derivatives & Risk Management (MMS/MBA)

2.d Real Life Application Mapping – Mention Application from Very Common Day to Day Life

No.	Real Life Application Mapping with the Course
1	Treasury Department in Banks (Risk Management)
2	Broking Firms (Risk Management)

3. Past Results – Division-Wise and Topic-Wise Result Based Analysis

Details	Target - Nov 2020	Nov 2019	Nov 2018	Nov 2015
Course Passing % – Average of 3 Divisions	100 %	82.26 %	Syllabus Revised in 2019	
Marks Obtained by Course Topper (mark/100)	92	84		

Year	Division A		Division B		Division C		Division F	
	Initials of Teacher	% Result	Initials of Teacher	% Result	Initials of Teacher	% Result	Initials of Teacher	% Result
Nov 2019	AKK	82.26 %						
Nov 2018								
Nov 2015								

Topics which affect results negatively	Module Number	Recommendations to overcome these issues & improve result in future
Pricing of Options	III	Practise more sums

4 All the Learning Resources – Books and E-Resources

4.a List of Text Books (T – Symbol for Text Books) to be Referred by Students

Sr. No	Text Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Fundamentals of Financial Derivatives	Prafulla Kumar Swain	Himalaya Publishing	3	1-4
2	FINANCIAL DERIVATIVES	S S S Kumar		2	1-4

4.b List of Reference Books (R – Symbol for Reference Books) to be Referred by Students

Sr. No	Reference Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Financial derivatives theory, concepts and problems	Gupta S.L.	PHI, Delhi	4	1-4
2	DERIVATIVES and Risk Management Basics	Stulz M. Rene	Cengage Learning, Delhi	3	1-4
3	Risk management & derivatives		Cengage Learning, New Delhi	4	1-4

4.c List of E - Books (E – Symbol for E-Books) to be Referred by Students

Sr. No	E- Book Titles	Author/s	Publisher	Edition	Module Nos.
1	RISK MANAGEMENT & DERIVATIVES	John C Hull	Cengage Learning, New Delhi	9	1-4
2	Mathematics of the Financial Markets	Alain Ruttiens	Wiley Finance	4	2-3
3	Financial Derivatives	Robert Kolb	Wiley Finance	3	1-4
4	Derivatives demystified	Andrew Chisholm	Wiley Finance	3	1-4
5					
6					

4.d Web Links and Names of Magazines, Journals, E-journals – [VIT is member of IIT Bombay Library]

Refer online journals subscribed in VIT library. You can also access IIT Bombay online library for journals from IITB campus.

Sr. No.	Web-Links and Names of Journals and E-Journals Recommended to Students for this Course	Web-Links and Names of Magazines Recommended to Students for this Course	Module Nos.
1	International Journal of Financial Markets & Derivatives	Financial Derivatives Markets in India – Ignited Minds	1-4

2	Journal of Risk and Financial Management		1-4

4.e Module Best Available in - Tick the best resource [from 4.a to 4.d in this AAP] & give details

Module No.	Category (Please Tick Mark) - √						Available In VSIT Library?		Details of the Resource (i.e. Name, Chapter & Page No., etc.)
	Book			Magazine	Journals		Y	N	
	Text	Reference	E-Book		Regular	E-Journal			
1	✓	✓	✓		✓		✓		
2	✓	✓	✓		✓		✓		
3	✓	✓	✓		✓		✓		
4	✓	✓	✓		✓		✓		

4.f Web Links for Online Notes/YouTube/VSIT Digital Content/VIT Lecture Capture/NPTEL Videos

Students can view lectures by VSIT professors, captured through LMS 'Lecture Capture' in VIT campus for previous years.

No.	Websites / Links	Module Nos.
1	www.investopedia.com	1-4
2	www.youtube.com	1-4

4.g Recommended MOOC Courses like Coursera / NPTEL / MIT-OCW / edX etc.

Sr. No.	MOOC Course Link	Course conducted by – Person / University / Institute / Industry	Course Duration	Certificate (Y / N)
1	Commodity Derivatives and Risk Management	NPTEL		Y

4.h Recommended Value Added Courses (VAC)

Sr. No.	Name of the Value Added Course	Conducted by – Person / Institute / Industry	Course Duration	Certificate (Y / N)
1	Derivative (Beginners & Advance Module)	NISM, BSE		Y

4.i Study Material Distributed among Students

Tick if distributed among students					
GQ	Notes	Digital Content	PPT	EQ (updated till the Last Exam)	Other (Write Details)
✓	✓	✓	✓	✓	

5. Consolidated Course Lesson Plan

	From (date/month/year)	To (date/month/year)	Total Number of Weeks
Semester Duration	10/06/2020	12/10/2020	16

Week	Lecture no.	Module No.	Lecture Topics / IA 1 and IA 2 / BSA planned to be covered	Actual date of Completion	Cos	Recommended Prior Viewing / Reading	
						Lecture No. (on LMS)	Chapter No. / Page Nos./ Books/ Web Site
1	1	1	Introduction to Syllabus and its application in day to day life		1		
	2	1	Basics of Derivatives & Types of Derivative		1		
	3	1	Participants in Derivative Market		1		
2	4	1	Functions of Derivatives		1		
	5	1	Development of Exchange traded derivatives		1		
	6	1	Global derivatives markets		1		
3	7	1	Exchange traded vs OTC derivatives markets		1		
	8	1	Derivatives trading in India		1		
	9	1	L. C. Gupta committee recommendations		1		
4	10	1	J. C. Varma committee recommendations		1		
	11	1	Requirements for the successful derivatives markets		1		
	12	1	Revision of Unit 1		1		
5	13	2	Introduction to Futures		2		

	14	2	Future terminology		2		
	15	2	Key features of futures contracts		2		
6	16	2	Future vs. Forwards		2		
	17	2	Pay-off for futures		2		
	18	2	Equity futures		2		
7	19	2	Equity futures in India		2		
	20	2	Index futures		2		
	21	2	Stock Futures		2		
8	22	2	Future trading strategies		2		
	23	2	Hedging & Speculation		2		
	24	2	Arbitrage & Spread Trading		2		
9	25	2	Revision of Unit 2		2		
	26	3	Options: Introduction		3		
	27	3	Option terminology- Types		3		
10	28	3	Options pay off- Equity options contracts in India-Index Options – Stock options		3		
	29	3	Options trading strategies- Hedging- Speculation- Arbitrage- Straddle		3		
	30	3	Strangles- Strips and Straps – Spread trading		3		
11	31	3	The cost of carry models for stock and index futures		3		

	32	3	Cash price and future price		3		
	33	3	Arbitrage opportunity		3		
12	34	3	Factors affecting options pricing- Option pricing models		3		
	35	3	Binominal pricing model & The black and Scholes model		3		
	36	3	Pricing of Index options		3		
13	37	3	Sensitivity of option premia (Delta, Gamma, Lambda, Theta, Rho)		3		
	38	3	Revision of Unit 3		3		
	39	4	Futures and Options trading system		4		
14	40	4	Trader workstations & Contract specification		4		
	41	4	Specification for stock and index eligibility for trading charges		4		
	42	4	Clearing entities and their role		4		
15	43	4	Clearing mechanism		4		
	44	4	Adjustment for corporate actions		4		
	45	4	Open position calculation		4		
16	46	4	Margining and settlement mechanism		4		
	47	4	Risk management		4		
	48	4	SPAN & Mechanics of SPAN		4		
17	49	4	Overall portfolio margin requirements		4		

	50	4	Revision of Unit 4		4		
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6. Rubric for Grading and Marking of Term Work (inform students at the beginning of semester)

Lecture + Practical (% Attendance) & Marks	Assignments	Tutorial	Lab / Practical Performance	Lab Journal Assessment	Class Tests (Other than IA)	Class participation	Other (2) specify	Total
5								5

7. Assignments / Tutorials Details (must attach print out of all questions together with AAP)

Assignment No.	Title of the Assignments / Tutorials	CO Map	Assignments given to Students on	Date of Submission
1	Assignment on basics of "Derivatives"	1		
2	Assignment on "Futures"	2		
3	Assignment on "Options"	3		
4	Assignment on "Clearing & Settlement"	4		

Analysis of Assignment / Tutorial Questions and Related Resources

Assignment No.	Week No.	Type* (√)			Module No.	Based on #			Question Type (√)	
		R	UQ	OBT		Text Book	Reference Book	Other Learning Resource	MU EQ	Thought Provoking
1	4	√			1	√	√		√	
2	8	√			2	√	√		√	
3	12	√			3	√	√		√	
4	15	√			4	√	√		√	

* Tick (√) the Type of the Assignment: Regular (R); Unannounced Quiz (UQ); Open Book Test for TY/SY/MASTERS (OBT)

Write number for Text book, reference book, other learning resource from this AAP – from Points 4.a to 4.d

8. Internal Assessment / Other Class Test / Open Book Test (OBT)/Take Home Test (THT) Details

Tests	Test Dates	Module No.	CO Map	IA Question Paper Pattern	Policy
1 st IA Test	Aug Mid (Mid Term)	1 & 2	1 & 2	Q1 – MCQ - 10 Marks Q2 – 1 numerical 5 Marks Q3 – 1 numerical 5 Marks 20 marks each for IA 1 & 2	No IA Re-test
2 nd IA Test					IA is a Head of passing *
Pop Quiz					
Open Book Test					
Take Home Test					
Class tests / prelims					

* IA failures will have to appear for re-test in next semester

9.a Practical Activities – Regular Experiments

Practical No.	Module No.	Title of the Regular Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1					

9.b Practical Activities – Newly Added Experiments

Practical No.	Module No.	Title of the Newly Added Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1					
2					

9.c Practical Activities – PBL Experiments

Practical No.	Module No.	Title of the PBL Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1	2	Future Trading Strategies	Hedging	2	

2	3	Option Trading Strategies	Call &C Put Option	3	
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10. Beyond Syllabus Activities for Gap Mitigation

No.	Type of the Activity	Activities	Details – no of attendees, guest, feedback, mark sheet, report
1	Interaction with Outside World	Guest Lecture / Workshops	Workshop by Motilal Oswal
2		Industrial Visit	CCIL
3	Test and Assessments	Class Tests – (other than IA)	Class Test on sums on Futures
4		Mini Projects	Project on Global Derivative Markets
5		Pop Quiz	Quiz on
6		Mobile App Based Quiz	Money Control (Moneybhai.com)
7		Open Book Test	On Sums of Option Trading Strategies
8		Take Home Test	Topic: Sums on Options
9	Collaborative and Group Activity	Poster Presentation	Participants in Derivatives
10		Minute Papers	Topic: Formula Book
11		Students Seminar	On Financial Markets
12		Students Debates	Future Market Vs Cash Market
13		Panel Discussion / Mock GD	Which Option Strategy is better
14		Mock Interview	Derivative Terminologies
15	Co-curricular Courses	MOOC-NPTEL/Coursera Videos	Commodity Derivatives and Risk Management
16		Value Added Courses	Derivative (Beginners & Advance Module) – NSE/BSE/NISM
17		Lecture Capture Usage	As I have taught it previous year, will refer input of previous years

*** Do not delete any activity. Give details for planned events. Write 'NA' for activity Not Planned.**

Consolidated Academic Administration Plan Prepared by (mention all theory teaching faculty names with signature)

Amit Kabra

Faculty 1 Name (Sign.)

External Industry Mentor (Sign.)

External Academic Mentor (Sign.)

VSIT Cluster Mentor Name (Sign.)

Head of Dept. (Sign.)

Version 2020-2021

The academic resources available in VSIT –

VMIS (ERP)	V-Refer and V-Live	VSIT Library	VAC & MOOC Courses
Institute & Department Vision and Mission	Former IA question papers and solutions (prepared by faculty)	Former IA question papers solutions - hardcopy	Value Added Courses (VAC) are conducted throughout the semester & in the semester break - Enrol for the VACs
Program Educational Objectives (PEO)	MU end semester examination question papers and solutions (prepared by faculty)	MU end semester exam question paper & solutions - by faculty, hardcopy	
Program Specific Outcome (PSO)	Class notes and Digital Content for the subject (scanned / typed by faculty)	All text books, reference books, e -books mentioned in the syllabus & AAP	Online courses from NPTEL, Coursera etc. are pursued throughout the semester - Register for the course & get certified
Program Outcome (PO)	Comprehensive question bank, EQ, GQ, PPT, Class Test papers	Technical journals and magazines for reference	
Departmental Knowledge Map	Academic Administration Plan & Beyond Syllabus Activity report	VSIT library is member of IIT Bombay Library	Watch former lectures captured in LMS at VSIT

1.a Course Objectives (write in detail – follow NBA guideline in this regard)

Cognitive	What do you want students to know?	To get complete understanding technical analysis.
Affective	What do you want students to think / care about?	To think about application of various indicators.
Behavioural	What do you want students to be able to do?	Students can analysis the share price movement and suggest to others to buy/sell/hold

1.b Course Outcome (CO) Statements and Module-Wise Mapping (follow NBA guideline)

CO No.	Statements	Related Module/s
CO1	Technical Analysis basis	Unit 1
CO2	Theories	Unit 2
CO3	Indicators	Unit 3
CO4	Rules	Unit 4

1.c Mapping of COs with POs (mark S: Strong, M: Moderate, W: Weak, Dash '-': not mapped)

	PO 1	PO 2	PO 3	PO 4	PO 5	PO 6	PO 7	PO 8	PO 9	PO 10	PO 11	PO 12
CO 1												
CO 2												
CO 3												
CO 4												
CO 5												

1.d Mapping of COs with PSOs (mark S: Strong, M: Moderate, W: Weak, Dash '-':not mapped)

	PSO 1	PSO 2	PSO 3	PSO 4
CO 1				
CO 2				
CO 3				
CO 4				
CO 5				

1.e Teaching and Examination Scheme (As specified by the University) for the Course

Categories	Mathematics	Computing / IT / Electronics	Humanities & Soft Skill	Social Sciences	Commerce	Management	Multidisciplinary
Tick suitable category					✓		

Subject Code	Subject Name	Teaching Scheme			Credits Assigned			
		Theory	Practical	Tutorial	Theory	TW/Practical	Tutorial	Total
6.2	TA	75			3			3

Subject Code	Subject Name	Examination Scheme							
		Theory Marks IA Test			End Sem. Exam Marks	TW	Practical	Oral	Total
		IA 1	IA 2	Sum of IA1 and IA2					
6.2	TA	20	05	25	75				100

1.f Faculty-Wise Distribution of all Lecture-Practical-Tutorial Hours for the Course

Divisions	Lecture (Hrs.)	Practical (Hrs.)				Tutorial (Hrs.)			
		Batch 1	Batch 2	Batch 3	Batch 4	Batch 1	Batch 2	Batch 3	Batch 4
A	3.33	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.

1.g Office Hours (Faculty will be available in office in this duration for solving students' query)

Division	Day	Time (at least 1 Hr. / Division)	Venue (Office Room No.)
A	Saturday	11am to 12 noon	SR

2.a Syllabus: Module Wise Teaching Hours and % Weightage in University Question Paper

Module No.	Module Title and Brief Details	Teaching Hrs. for each module	% Weightage in University Question Papers
1	Technical Analysis basis	12.5hr	25
2	Theories	12.5hr	25

3	Indicators	12.5hr	25
4	Rules	12.5hr	25
* Insert rows for more modules in the Course		Total	50
			100

2.b Prerequisite Courses

No.	Semester	Name of the Course	Topic/s
1	1	Equity Market -1	ALL
2	3	Equity Market -2	All

2.c Relevance to Future Courses

No.	Semester	Name of the Course
1	MMS	Finance
2	MBA	Finance

2.d Real Life Application Mapping – Mention Application from Very Common Day to Day Life

No.	Real Life Application Mapping with the Course
1	Helps to deal with Stock Market(can make own investment)
2	Became an equity market investment advisor

3. Past Results – Division-Wise and Topic-Wise Result Based Analysis

Details	Target –Oct. 2020	Oct. 2019	Mar 2018	Mar 2017
TA	100%	100%	94%	NA

Year	Division A		Division B		Division C	
	Initials of Teacher	% Result	Initials of Teacher	% Result	Initials of Teacher	% Result
Oct. 2019	NLK	100%				
Oct. 2018	NLK	94%				
Oct. 2017	NA					

Topics which affect results negatively	Module Number	Recommendations to overcome these issues & improve result in future
Indicators	3	Mock Analysis has to be conducted

-		-

4 All the Learning Resources – Books and E-Resources

4.a List of Text Books (T – Symbol for Text Books) to be Referred by Students

Sr. No	Text Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Technical Analysis of Stock Trend	Robert D Edwards	Visiosn Book	1	1-4
2	Technical Analysis Explained	Martin J Pring	McGraw Hill	3	1-4
3	Handbook of Technical Analysis	Darell R Jobman	Probus	3	1-4
4					
5					
6					

4.b List of Reference Books (R – Symbol for Reference Books) to be Referred by Students

Sr. No	Reference Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Technical Analysis of Stocks , options	William Eng,	Probus		1-4
2	Technical Analysis	Jack D Schwager	John Wiley & Sons		1-4
3					
4					
5					
6					

4.c List of E - Books (E – Symbol for E-Books) to be Referred by Students

Sr. No	E- Book Titles	Author/s	Publisher	Edition	Module Nos.
1	The eBook of Technical Market Indicators-		Wall street courier		
2					
3					
4					

4.d Web Links and Names of Magazines, Journals, E-journals – [VIT is member of IIT Bombay Library]

Refer online journals subscribed in VIT library. You can also access IIT Bombay online library for journals from IITB campus.

Sr. No.	Web-Links and Names of Journals and E-Journals Recommended to Students for this Course	Web-Links and Names of Magazines Recommended to Students for this Course	Module Nos.
1	Indian journal of finance	IJF- Library	1,2,3,4
2	Indian journal of Research in Capital market	Indianjournalofcapitalmarket.com	1,2,3,4
3	Journal of Accounting & Finance	IAF - Library	1,2,3,4
4			
5			
6			

4.e Module Best Available in - Tick the best resource [from 4.a to 4.d in this AAP] & give details

Module No.	Category (Please Tick Mark) - √						Available In VSIT Library?		Details of the Resource (i.e. Name, Chapter & Page No., etc.)
	Book			Magazine	Journals		Y	N	
	Text	Reference	E-Book		Regular	E-Journal			
1	✓								1,2,3,4
2									1,2,3,4
3		✓							
4						✓			
5									

4.f Web Links for Online Notes/YouTube/VSIT Digital Content/VIT Lecture Capture/NPTEL Videos

Students can view lectures by VSIT professors, captured through LMS 'Lecture Capture' in VIT campus for previous years.

No.	Websites / Links	Module Nos.
1	https://www.youtube.com/watch?v=C-770uuFILM	1
2	https://www.youtube.com/watch?v=i-1DDAhxuCU	2
3	https://www.youtube.com/watch?v=TzsVTvA9DoE	3
4	https://www.youtube.com/watch?v=RU3ue3FQ6lo&t=32s	4
5		

4.g Recommended MOOC Courses like Courser / NPTEL / MIT-OCW / edX etc.

Sr. No.	MOOC Course Link	Course conducted by – Person / University / Institute / Industry	Course Duration	Certificate (Y / N)

1		NISM	3months	Y
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4.h Recommended Value Added Courses (VAC)

Sr. No.	Name of the Value Added Course	Conducted by – Person / Institute / Industry	Course Duration	Certificate (Y / N)
1	NISM – Equity Research Module	NISM	Online exam	Y

4.i Study Material Distributed among Students

Tick if distributed among students					
GQ	Notes	Digital Content	PPT	EQ (updated till the Last Exam)	Other (Write Details)
√ <input type="checkbox"/>	√ <input type="checkbox"/>	<input type="checkbox"/>	√ <input type="checkbox"/>	√ <input type="checkbox"/>	

5. Consolidated Course Lesson Plan

	From (date/month/year)	To (date/month/year)	Total Number of Weeks
Semester Duration	11/06/2018	29/09/2018	15

Week	Lecture no.	Module No.	Lecture Topics / IA 1 and IA 2 / BSA planned to be covered	Actual date of Completion	COs	Recommended Prior Viewing / Reading	
						Lecture No. (on LMS)	Chapter No. / Page Nos./ Books/ Web Site
1	1	1	syllabus discussion				
	2	1	Technical analysis, Basic assumptions,				
	3	1	Strengths and Weakness				
	4	1	Dow theory				
2	5	2	Charts				
	6	2	Candlestick charts analysis with one two and three candles				
	7	2	hammer, hanging man				

	8	2	shooting star				
3	9	2	bearish and bullish harami				
	10	2	Pattern Study				
	11	2	Support and resistance				
	12	2	Head and shoulders				
4	13	2	Double top and double bottom				
	14	2	Gap theory				
	15	3	Revision				
	16		Stochastic				
5	17		RSI				
	18		Williams %R				
	19		MFI				
	20		Continuation of MFI				
6	21		Bollinger bands,				
	22		Moving Averages				
	23		MA trading process				
	24		Moving average trade and market efficiency				
7	25		MACD				

	26	Analysis under MACD				
	27	Classification				
	28	Use of MACD				
8	29	How to trade in MACD indicator				
	30	Revision				
	31	Dow Theory				
	32	Three trend mkt				
9	33	Primary trend, minor trend				
	34	Bear market				
	35	Bull Market				
	36	Closing price & range				
10	37	http://swing-trading-strategies.com/the-dow-theory/				
	38	Signals and identification of trend				
	39	Eliot Wave Theory				
	40	EWT with stock correlation				
11	41	Application of EWT https://www.youtube.com/watch?v=h5JDftgykcg				
	42	Impulse waves				
	43	Corrective waves				

	44		EW Triangles				
12	45		Revision				
	46		Risk Management				
	47		Need & techniques				
	48		uses of stop loss				
13	49		qualities of successful traders				
	50		golden rules of trader				
	51		do's and don'ts in trading				
	52		Rules to stop losing money,,				
14	53		Choosing the right market to trade				
	54		Importance of discipline in trading				
	55		Day trading https://www.youtube.com/watch?v=8BV35GV9-EA				
	56		Advantages of day trading				
15	57		Risks associated with trading				
	58		Strategies for day trading				
	59		Momentum trading strategies.				
	60		Revision – Unit 3 & 4				

6. Rubric for Grading and Marking of Term Work (inform students at the beginning of semester)

Lecture + Practical (% Attendance) & Marks	Assignments	Tutorial	Lab / Practical Performance	Lab Journal Assessment	Class Tests (Other than IA)	Class participation	Other (2) specify	Total
						5		5

7. Assignments / Tutorials Details (must attach print out of all questions together with AAP)

Assignment No.	Title of the Assignments / Tutorials	CO Map	Assignments given to Students on	Date of Submission
1	Technical Analysis – Features and usages	01	22/06	25/06
2	Candle stick	02	18/07	23/07
3	Efficient Market Hypothesis & Dow theory	02	24/08	27/08
4	Golden Rule for investors & trades	02&03	07/09	10/09

Analysis of Assignment / Tutorial Questions and Related Resources

Assignment No.	Week No.	Type* (√)			Module No.	Based on #			Question Type (√)	
		R	UQ	OBT		Text Book	Reference Book	Other Learning Resource	MU EQ	Thought Provoking
1	2	√					2			
2	5							Online		
3	8						2			
4	10						3			

* Tick (√) the Type of the Assignment: Regular (R); Unannounced Quiz (UQ) ; Open Book Test for TY/SY/MASTERS (OBT)
 # Write number for Text book, reference book, other learning resource from this AAP – from Points 4.a to 4.d

8. Internal Assessment / Other Class Test / Open Book Test (OBT)/Take Home Test (THT) Details

Tests	Test Dates	Module No.	CO Map	IA Question Paper Pattern	Policy
1 st IA Test				Q1 – MCQ - 10 Marks Q2 – 1 numerical 5 Marks Q3 – 1 numerical 5 Marks 20 marks each for IA 1 & 2	No IA Re-test
2nd IA Test					IA is a Head of passing *
Pop Quiz	3/09				
Open Book Test	22/08				
Take Home Test	16/07				
Class tests / prelims					
Class tests / prelims					
Any other test/exams					

* IA failures will have to appear for re-test in next semester

9.a Practical Activities – Regular Experiments

Practical No.	Module No.	Title of the Regular Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1					
2					
3					
4					
5					
6					
7					
8					
9					

10					
----	--	--	--	--	--

9.b Practical Activities – Newly Added Experiments

Practical No.	Module No.	Title of the Newly Added Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1					
2					

9.c Practical Activities – PBL Experiments

Practical No.	Module No.	Title of the PBL Experiments	Concepts to be highlighted	CO Map	Audit / Quality (0 to 4)
1	2	Equity Investment advice - types	Procedure of investment	2	
2	4	Equity research	Decision making point of view	3	

10. Beyond Syllabus Activities for Gap Mitigation

No.	Type of the Activity	Activities	Details – no of attendees, guest, feedback, mark sheet, report
1	Interaction with Outside World	Guest Lecture / Workshops	
2		Industrial Visit	
3	Test and Assessments	Class Tests – (other than IA)	
4		Mini Projects	
5		Pop Quiz	
6		Mobile App Based Quiz	
7		Open Book Test	
8		Take Home Test	
9	Collaborative and Group Activity	Poster Presentation	
10		Minute Papers	
11		Students Seminar	
12		Students Debates	
13		Panel Discussion / Mock GD	
14		Mock Interview	

15	Co-curricular Courses	MOOC-NPTEL/Coursera Videos	
16		Value Added Courses	
17		Lecture Capture Usage	

*** Do not delete any activity. Give details for planned events. Write 'NA' for activity Not Planned.**

Consolidated Academic Administration Plan Prepared by (mention all theory teaching faculty names with signature)

Faculty 1 Name (Sign.)

Faculty 2 Name (Sign.)

Faculty 3 Name (Sign.)

External Industry Mentor (Sign.)

External Academic Mentor (Sign.)

VSIT Cluster Mentor Name (Sign.)

Head of Dept. (Sign.)

Version 2020-2021

The academic resources available in VSIT –

VMIS (ERP)	V-Refer and V-Live	VSIT Library	VAC & MOOC Courses
Institute & Department Vision and Mission	Former IA question papers and solutions (prepared by faculty)	Former IA question papers solutions - hardcopy	Value Added Courses (VAC) are conducted throughout the semester & in the semester break - Enrol for the VACs
Program Educational Objectives (PEO)	MU end semester examination question papers and solutions (prepared by faculty)	MU end semester exam question paper & solutions - by faculty, hardcopy	
Program Specific Outcome (PSO)	Class notes and Digital Content for the subject (scanned / typed by faculty)	All text books, reference books, e -books mentioned in the syllabus & AAP	Online courses from NPTEL, Coursera etc. are pursued throughout the semester - Register for the course & get certified
Program Outcome (PO)	Comprehensive question bank, EQ, GQ, PPT, Class Test papers	Technical journals and magazines for reference	
Departmental Knowledge Map	Academic Administration Plan & Beyond Syllabus Activity report	VSIT library is member of IIT Bombay Library	Watch former lectures captured in LMS at VSIT

1.a Course Objectives (write in detail – follow NBA guideline in this regard)

Cognitive	What do you want students to know?	To understand and examine the growing importance of advertising in Global scenario
Affective	What do you want students to think / care about?	To study the construction of an effective advertisement
Behavioural	What do you want students to be able to do?	To understand the role of Global advertising To understand the future and career in advertising

1.b Course Outcome (CO) Statements and Module-Wise Mapping (follow NBA guideline)

CO No.	Statements	Related Module/s
CO1	To study the environment in Contemporary Society	Unit 1 & 2
CO2	To understand Liberalisation and its impact on the economy	Unit 3
CO3	To analyse contemporary advertising and society	Unit 4
CO4		

s

1.c Mapping of COs with POs (mark S: Strong, M: Moderate, W: Weak, Dash '-': not mapped)

	PO 1	PO 2	PO 3	PO 4	PO 5	PO 6	PO 7	PO 8	PO 9	PO 10	PO 11	PO 12
CO 1												
CO 2												
CO 3												
CO 4												

CO 5											
------	--	--	--	--	--	--	--	--	--	--	--

1.d Mapping of COs with PSOs (mark S: Strong, M: Moderate, W: Weak, Dash '-':not mapped)

	PSO 1	PSO 2	PSO 3	PSO 4
CO 1				
CO 2				
CO 3				
CO 4				
CO 5				

1.e Teaching and Examination Scheme (As specified by the University) for the Course

Categories	Mathematics	Computing / IT / Electronics	Humanities & Soft Skill	Social Sciences	Commerce	Management	Multidisciplinary
Tick suitable category							✓

Subject Code	Subject Name	Teaching Scheme			Credits Assigned			
		Theory	Practical	Tutorial	Theory	TW/Practical	Tutorial	Total
	Advertising in Contemporary Society	75			3			3

Subject Code	Subject Name	Examination Scheme							
		Theory Marks IA Test			End Sem. Exam Marks	TW	Practical	Oral	Total
		IA 1	IA 2	Sum of IA1 and IA2					
	Advertising in Contemporary Society	20	05	25	75				100

1.f Faculty-Wise Distribution of all Lecture-Practical-Tutorial Hours for the Course

Divisions	Lecture (Hrs.)	Practical (Hrs.)				Tutorial (Hrs.)			
		Batch 1	Batch 2	Batch 3	Batch 4	Batch 1	Batch 2	Batch 3	Batch 4
Advertising	3.33	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.

1.g Office Hours (Faculty will be available in office in this duration for solving students' query)

Division	Day	Time (at least 1 Hr. / Division)	Venue (Office Room No.)
C	Saturday	11:00am - 12:00noon	X- block library

2.a Syllabus: Module Wise Teaching Hours and % Weightage in University Question Paper

Module No.	Module Title and Brief Details	Teaching Hrs. for each module	% Weightage in University Question Papers
1	Change in Environment	4	
2	Study of Environment post- independence and post 1991 Liberation Policy	8	
3	International & Global Advertising & Marketing	8	
4	Social Marketing	8	
5	Advertising	10	
6	Types of Advertising	6	
7	Internet	4	
* Insert rows for more modules in the Course		Total	100

2.b Prerequisite Courses

No.	Semester	Name of the Course	Topic/s
1	3	Advertising	ALL
2	3	Media Studies	All

2.c Relevance to Future Courses

No.	Semester	Name of the Course
1	TYBMM	Sem VI- Advertising and Marketing research
2	MBA/MMM	Specialisation in Advertising
3		

2.d Real Life Application Mapping – Mention Application from Very Common Day to Day Life

No.	Real Life Application Mapping with the Course

1	In field of Advertising
2	Ad agency

3. Past Results – Division-Wise and Topic-Wise Result Based Analysis

Details	Target - Mar 2018	Mar 2017	Mar 2016	Mar 2015
Course Passing % – Average of 3 Divisions	98%			
Marks Obtained by Course Topper (mark/100)	85			

Year					Division C	
	Initials of Teacher	% Result	Initials of Teacher	% Result		% Result
Mar 2017						
Mar 2016					NA	NA
Mar 2015						

Topics which affect results negatively	Module Number	Recommendations to overcome these issues & improve result in future
Advertising	1	Assignment & diagrams,
International & Global Advertising & Marketing	3	Practical examples, case study

4 All the Learning Resources – Books and E-Resources

4.a List of Text Books (T – Symbol for Text Books) to be Referred by Students

Sr. No	Text Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Advertising in Contemporary society		Vipuls		
2					

4.b List of Reference Books (R – Symbol for Reference Books) to be Referred by Students

Sr. No	Reference Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Advertising	Amita Shankar	Tata Mc Graw hill		4
2	Advertising	London & Britta			5

3	Advertising Ramaswamy & Namakeeman	Ramaswamy & Namakeeman		1	3
4	Advertising Mgmt. Concepts & cases	Manendra Mohan	Pearson	1	4

4.c List of E - Books (E – Symbol for E-Books) to be Referred by Students

Sr. No	E- Book Titles	Author/s	Publisher	Edition	Module Nos.
1	NA				
2					

4.d Web Links and Names of Magazines, Journals, E-journals – [VIT is member of IIT Bombay Library]

Refer online journals subscribed in VIT library. You can also access IIT Bombay online library for journals from IITB campus.

Sr. No	Web-Links and Names of Journals and E-Journals Recommended to Students for this Course	Web-Links and Names of Magazines Recommended to Students for this Course	Module Nos.
1	Ebesco. online Database	Advertising Age	All
2	International journal on Marketing and trade policy	Campaign India	

4.e Module Best Available in - Tick the best resource [from 4.a to 4.d in this AAP] & give details

Module No.	Category (Please Tick Mark) - √						Available In VSIT Library?		Details of the Resource (i.e. Name, Chapter & Page No., etc.)
	Book			Maga-zine	Journals		Y	N	
	Text	Reference	E-Book		Regular	E-Journal			
1	✓	✓		✓		✓	Y		Unit 1-4
2	✓	✓		✓		✓	Y		Unit 1-4
3	✓	✓		✓		✓	Y		Unit 1-4
4	✓	✓		✓		✓	Y		Unit 1-4

4.f Web Links for Online Notes/YouTube/VSIT Digital Content/VIT Lecture Capture/NPTEL Videos

Students can view lectures by VSIT professors, captured through LMS 'Lecture Capture' in VIT campus for previous years.

No.	Websites / Links	Module Nos.
1		1-4

2	https://www.youtube.com/watch?v= IYNMdv9E	All
3	https://www.coursera.org/learn/management-skills-international-business/lecture/moEyS/key-concept-kurt-lewins-3-step-change-management-model	1
4	https://www.youtube.com/watch?v=hcZ1aZ60k7w	3
5		

4.g Recommended MOOC Courses like Coursera / NPTEL / MIT-OCW / edX etc.

Sr. No.	MOOC Course Link	Course conducted by – Person / University / Institute / Industry	Course Duration	Certificate (Y / N)
1	https://swayam.gov.in/course/3993-advertising	Advertising	5 weeks	y

4.h Recommended Value Added Courses (VAC)

Sr. No.	Name of the Value Added Course	Conducted by – Person / Institute / Industry	Course Duration	Certificate (Y / N)
1	Digital advertising	ZIMA	5	Y

4.i Study Material Distributed among Students

Tick if distributed among students					
GQ	Notes	Digital Content	PPT	EQ (updated till the Last Exam)	Other (Write Details)
✓	✓	✓	✓	✓	

5. Consolidated Course Lesson Plan

	From (date/month/year)	To (date/month/year)	Total Number of Weeks
Semester Duration	10 th June 2019	17/10/2019	15

Week	Lecture no.	Module No.	Lecture Topics / IA 1 and IA 2 / BSA planned to be covered	Actual date of Completion	COs	Recommended Prior Viewing / Reading	
						Lecture No. (on LMS)	Chapter No. / Page Nos./ Books/ Web Site
1	1	1	Introduction (Syllabus)		1		

	2	1	Policy post independence		1		
	3	1	Policy 1990 onwards		1		
	4	1	revision		1		
2	5	2	Effects of Liberalisation on Economy		1		
	6	2	Effects of Liberalisation on Business		1		
	7	2	Effects of Liberalisation on Employment		1		
	8	2	Effects of Liberalisation on Advertising		3		
3	9	2	Effects of Liberalisation on Advertising		2		
	10	2	Effects of Liberalisation on Life Style		1		
	11	2	Issues in Cultural Change		1		
	12	2	Media Quiz		1		
4	13	3	The environmental analysis of all foreign countries		1		
	14	3	The environmental analysis of all foreign countries		1		
	15	3	The environmental analysis of all foreign countries		1		
	16	3	The use of this analysis in marketing		1		
5	17	3	The use of this analysis in Advertising.		1		
	18	3	The use of this analysis in Advertising		2		
	19	3	Case study		1		

	20	3	Revision				
6	21	4	Social Marketing Definition				
	22	4	Need for Social Marketing				
	23	4	Need for Social Marketing				
	24	4	The difficulties of Social Marketing				
7	25	4	The various subjects for Social Marketing				
	26	4	The various subjects for Social Marketing				
	27	4	Effects of social marketing				
	28	4	Effects of social marketing (designing a campaign)				
8	29	4	Case study				
	30	4	Revision				
	31	5	Advertising				
	32	5	The effect of Advertising on Society (Group discussion)				
9	33	5	Criticism of Advertising				
	34	5	Advertising and Women				
	35	5	Advertising and Children				
	36	5	Advertising and old people				
10	37	5	Controversial Advertising Gender Bias				

	38	5	Advertising and popular culture				
	39	5	Social implication of advertising				
	40	5	The role of advertising on the economy				
11	41	6	Types of Advertising Political advertising				
	42	6	B to B				
	43	6	Consumer advertising				
	44	6	Retail advertising				
12	45	6	Industrial advertising				
	46	6	Financial advertising				
	47	7	Digital Marketing				
	48	7	Open book test				
13	49	7	revision				
	50	7	revision				
	51						
	52						
14	53						
	54						
	55						

	56							
15	57							
	58							
	59							
	60							

6. Rubric for Grading and Marking of Term Work (inform students at the beginning of semester)

Lecture + Practical (% Attendance) & Marks	Assignments	Tutorial	Lab / Practical Performance	Lab Journal Assessment	Class Tests (Other than IA)	Class participation	Other (2) Specify	Total
						5		5

7. Assignments / Tutorials Details (must attach print out of all questions together with AAP)

Assignment No.	Title of the Assignments / Tutorials	CO Map	Assignments given to Students on	Date of Submission
1	Change in Environment	CO1	3 rd Week	4 th Week
2	International & Global Advertising & Marketing	CO2	5 th Week	6 th Week
3	Social Marketing	CO3	8 th Week	9 th Week
4	Advertising and Types of advertising	CO4	11 th Week	12 th Week

Analysis of Assignment / Tutorial Questions and Related Resources

Assignment	Week No.	Type* (v)	Module No.	Based on #	Question Type (v)
------------	----------	-----------	------------	------------	-------------------

		R	UQ	OBT		Text Book	Reference Book	Other Learning Resource	MU EQ	Thought Provoking
1	3	✓			1		✓		✓	
2	5	✓			2		✓		✓	
3	8	✓			3		✓		✓	
4	11			✓	4		✓		✓	

* Tick (✓) the Type of the Assignment: Regular (R); Unannounced Quiz (UQ) ; Open Book Test for TY/SY/MASTERS (OBT)
Write number for Text book, reference book, other learning resource from this AAP – from Points 4.a to 4.d

8.

Internal Assessment / Other Class Test / Open Book Test (OBT)/Take Home Test (THT) Details

Tests	Test Dates	Module No.	CO Map	IA Question Paper Pattern	Policy
1 st IA Test	7 or 8 th Week	1 & 2	1 & 2	Q1 – MCQ - 10 Marks Q2 – 1 numerical 5 Marks Q3 – 1 numerical 5 Marks 20 marks each for IA 1 & 2	No IA Re-test
2nd IA Test					IA is a Head of passing *
Pop Quiz					
Open Book Test					
Take Home Test					
Class tests / prelims					
Class tests / prelims					
Any other test/exams					

* IA failures will have to appear for re-test in next semester

9.a

Practical Activities – Regular Experiments

Practical No.	Module No.	Title of the Regular Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1					
2					
3					

4					
5					
6					
7					
8					
9					
10					

9.b Practical Activities – Newly Added Experiments

Practical No.	Module No.	Title of the Newly Added Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1		Ad campaign			
2					

9.c Practical Activities – PBL Experiments

Practical No.	Module No.	Title of the PBL Experiments	Concepts to be highlighted	CO Map	Audit / Quality (0 to 4)
1	All	Case lets		1	
2	2	Role Play		3	

10. Beyond Syllabus Activities for Gap Mitigation

No.	Type of the Activity	Activities	Details – no of attendees, guest, feedback, mark sheet, report
1	Interaction with Outside World	Guest Lecture / Workshops	Ad making/ Ad agency
2		Industrial Visit	May Be
3	Test and Assessments	Class Tests – (other than IA)	Surprise test
4		Mini Projects	NA
5		Pop Quiz	Yes for Module 2
6		Mobile App Based Quiz	NA

7		Open Book Test	Yes
8		Take Home Test	Yes (5 question from each unit)
9	Collaborative and Group Activity	Poster Presentation	Yes
10		Minute Papers	NA
11		Students Seminar	NA
12		Students Debates	Yes
13		Panel Discussion / Mock GD	Yes
14		Mock Interview	NA
15	Co-curricular Courses	MOOC-NPTEL/Coursera Videos	NA
16		Value Added Courses	NA
17		Lecture Capture Usage	NA

*** Do not delete any activity. Give details for planned events. Write 'NA' for activity Not Planned.**

Consolidated Academic Administration Plan Prepared by (mention all theory teaching faculty names with signature)

Anindita Banerji

Faculty 1 Name (Sign.)

Faculty 2 Name (Sign.)

Faculty 3 Name (Sign.)

External Industry Mentor (Sign.)

External Academic Mentor (Sign.)

VSIT Cluster Mentor Name (Sign.)

Head of Dept. (Sign.)

Version 2018-2019

The academic resources available in VSIT –

VMIS (ERP)	V-Refer and V-Live	VSIT Library	VAC & MOOC Courses
Institute & Department Vision and Mission	Former IA question papers and solutions (prepared by faculty)	Former IA question papers solutions - hardcopy	Value Added Courses (VAC) are conducted throughout the semester & in the semester break - Enrol for the VACs
Program Educational Objectives (PEO)	MU end semester examination question papers and solutions (prepared by faculty)	MU end semester exam question paper & solutions - by faculty, hardcopy	
Program Specific Outcome (PSO)	Class notes and Digital Content for the subject (scanned / typed by faculty)	All text books, reference books, e -books mentioned in the syllabus & AAP	Online courses from NPTEL, Coursera etc. are pursued throughout the semester - Register for the course & get certified
Program Outcome (PO)	Comprehensive question bank, EQ, GQ, PPT, Class Test papers	Technical journals and magazines for reference	
Departmental Knowledge Map	Academic Administration Plan & Beyond Syllabus Activity report	VSIT library is member of IIT Bombay Library	Watch former lectures captured in LMS at VSIT

1.a Course Objectives (write in detail – follow NBA guideline in this regard)

Cognitive	What do you want students to know?	To understand the appropriate strategies and tactics to build, measure and manage brand equity. To comprehend the concepts and practices of contemporary brand management.
Affective	What do you want students to think / care about?	To understand the current developments and problems concerning brand building as an economic and social force.
Behavioural	What do you want students to be able to do?	To learn to plan an effective advertising campaign.

1.b Course Outcome (CO) Statements and Module-Wise Mapping (follow NBA guideline)

CO No.	Statements	Related Module/s
CO1	Introduce aspects of branding essential for business.	Unit 1
CO2	Train learners in aspects of organizational branding requisite for career building.	Unit 2
CO3	To enhance learners' oral communication and prepare them for business interviews and professional group communication.	Unit 3
CO4	To familiarize them with specific communication needs of an organization.	Unit 4

1.c Mapping of COs with POs (mark S: Strong, M: Moderate, W: Weak, Dash '-': not mapped)

	PO 1	PO 2	PO 3	PO 4	PO 5	PO 6	PO 7	PO 8	PO 9	PO 10	PO 11	PO 12
CO 1												
CO 2												
CO 3												
CO 4												
CO 5												

1.d Mapping of COs with PSOs (mark S: Strong, M: Moderate, W: Weak, Dash ‘-’:not mapped)

	PSO 1	PSO 2	PSO 3	PSO 4
CO 1				
CO 2				
CO 3				
CO 4				
CO 5				

1.e Teaching and Examination Scheme (As specified by the University) for the Course

Categories	Mathematics	Computing / IT / Electronics	Humanities & Soft Skill	Social Sciences	Commerce	Management	Multidisciplinary
Tick suitable category						✓	

Subject Code	Subject Name	Teaching Scheme			Credits Assigned			
		Theory	Practical	Tutorial	Theory	TW/Practical	Tutorial	Total
	Brand Building	75	-	-	-	-	-	

Subject Code	Subject Name	Examination Scheme							
		Theory Marks IA Test			End Sem. Exam Marks	TW	Practical	Oral	Total
		IA 1	IA 2	Sum of IA1 and IA2					
UABMM504	Brand Building	20	05	25	75	-	-	-	100

1.f Faculty-Wise Distribution of all Lecture-Practical-Tutorial Hours for the Course

Divisions	Lecture (Hrs.)	Practical (Hrs.)				Tutorial (Hrs.)			
		Batch 1	Batch 2	Batch 3	Batch 4	Batch 1	Batch 2	Batch 3	Batch 4
A	3.33	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.

1.g Office Hours (Faculty will be available in office in this duration for solving students' query)

Division	Day	Time (at least 1 Hr. / Division)	Venue (Office Room No.)
A	Monday	3 p.m. – 4 p.m.	VIIIE room X-101

2.a Syllabus: Module Wise Teaching Hours and % Weightage in University Question Paper

Module No.	Module Title and Brief Details	Teaching Hrs. for each module	% Weightage in University Question Papers
	The Brand	3.3	

	Branding Strategies	5	
	Introducing And Naming New Brands and Extensions	1.66	
	Brand Positioning	6.6	
	Brand Equity	6.6	
	Brand Leveraging	3.3	
	Managing Brands Over Time	3.3	
	Building Brand On Internet	3.3	
	Corporate Branding	3.3	
	Campaign Planning	3.3	
* Insert rows for more modules in the Course		Total	40
			100

2.b Prerequisite Courses

No.	Semester	Name of the Course	Topic/s
1	-	-	-

2.c Relevance to Future Courses

No.	Semester	Name of the Course
1		
2		

2.d Real Life Application Mapping – Mention Application from Very Common Day to Day Life

No.	Real Life Application Mapping with the Course
1	Building a brand helps you to create trust with your target market, it helps to create brand loyalty, so these customers continue to keep coming back
2	If no branding were applied to the product of bottled water, your consumers would buy just water and any water, it didn't matter which as they all look the same.
3	Brands provide consumers with reasons to choose their products or services.

4	Branding strategies are not only created to increase the number of customers of an organization or to attract top quality talent.
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3. Past Results – Division-Wise and Topic-Wise Result Based Analysis

Details	Target - Nov 2018	Nov 2017	Nov 2016	Nov 2015
Course Passing % – Average of 6 Divisions	100%			
Marks Obtained by Course Topper (mark/100)				

Year	Division A		Division B		Division C		Division D		Division E		Division F	
	Initials of Teacher	% Result	Initials of Teacher	% Result	Initials of Teacher	% Result	Initials of Teacher	% Result	Initials of Teacher	% Result	Initials of Teacher	% Result
Nov 2017												
Nov 2016												
Nov 2015												

Topics which affect results negatively	Module Number	Recommendations to overcome these issues & improve result in future

4 All the Learning Resources – Books and E-Resources

4.a List of Text Books (T – Symbol for Text Books) to be Referred by Students

Sr. No	Text Book Titles	Author/s	Publisher	Edition	Module Nos.
1					

4.b List of Reference Books (R – Symbol for Reference Books) to be Referred by Students

Sr. No	Reference Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Best Practice Cases in Branding	Kevin Lane Keller	Pearson/Prentice-Hall	2008	All
2	Brand Management	Kirti Data	Oxford	2012	All
3	Brand Management: Text and Cases	Harsh Verma	Excel Books	2006	All
4	New Strategic Brand Management	J. N. Kapferer	Kogan Page Publishers	2012	All

4.c List of E - Books (E – Symbol for E-Books) to be Referred by Students

Sr. No	E- Book Titles	Author/s	Publisher	Edition	Module Nos.

1					
---	--	--	--	--	--

4.d Web Links and Names of Magazines, Journals, E-journals – [VIT is member of IIT Bombay Library]

Refer online journals subscribed in VIT library. You can also access IIT Bombay online library for journals from IITB campus.

Sr. No.	Web-Links and Names of Journals and E-Journals Recommended to Students for this Course	Web-Links and Names of Magazines Recommended to Students for this Course
		Bradingmag.com

4.e Module Best Available in - Tick the best resource [from 4.a to 4.d in this AAP] & give details

Module No.	Category (Please Tick Mark) - √						Available In VSIT Library?		Details of the Resource (i.e. Name, Chapter & Page No., etc.)
	Book			Magazine	Journals		Y	N	
	Text	Reference	E-Book		Regular	E-Journal			

4.f Web Links for Online Notes/YouTube/VSIT Digital Content/VIT Lecture Capture/NPTEL Videos

Students can view lectures by VSIT professors, captured through LMS 'Lecture Capture' in VIT campus for previous years.

No.	Websites / Links	Module Nos.
1	Digital Content (live.vsit.edu.in)	1-5
2	PPTs	1-5

4.g Recommended MOOC Courses like Coursera / NPTEL / MIT-OCW / edX etc.

Sr. No.	MOOC Course Link	Course conducted by – Person / University / Institute / Industry	Course Duration	Certificate (Y / N)
1	Strategic Brand Management https://www.edx.org/course/strategic-brand-management-curtin-mkt4x-0	Ian Phau Professor in the School of Marketing Curtin University Curtin University	12 weeks	Y

4.h Recommended Value Added Courses (VAC)

Sr. No.	Name of the Value Added Course	Conducted by – Person / Institute / Industry	Course Duration	Certificate (Y / N)
1				

4.i Study Material Distributed among Students

Tick if distributed among students					
GQ	Notes	Digital Content	PPT	EQ (updated till the Last Exam)	Other (Write Details)
-	-	-	<input checked="" type="checkbox"/>	-	-

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5. Consolidated Course Lesson Plan

	From (date/month/year)	To (date/month/year)	Total Number of Weeks
Semester Duration			

Week No.	Lecture no.	Module No.	Lecture Topics / IA 1 and IA 2 / BSA planned to be covered	Actual date of Completion	COs	Recommended Prior Viewing / Reading	
						Lecture No. (on LMS)	Chapter No. / Page Nos./ Books/ Web Site
	1		What is a Brand - Brand Vs. Product -		CO1		
	2		Why Brands Matter? - Can anything be Branded?		CO1		
	3		Process of Branding		CO1		
	4		Advantages And Limitations of Branding		CO1		
	5		Brand Building Blocks (Obstacles To/Difficulties In Building Strong Brands)		CO1		
	6		Brand Vision with Respect To Generic Brand Status		CO1		
	7		Product Vs. Corporate Branding		CO1		
	8		Branding Strategies		CO1		
	9		Manufacturer Branding (National Brand) And Distributor Branding (Private/store Brand)		CO1		
	10		Multi-Product Branding Strategy		CO1		
	11		Multi-Branding Strategy		CO2		
	12		Mixed Branding		CO2		
	13		Brand Licensing		CO2		

14	Co-Branding - Composite Co-Branding - Ingredient Co-Branding		C02		
15	Brand-Product Matrix		C02		
16	Brand Hierarchy		C02		
17	Introducing And Naming New Brands and Extensions		C02		
18	Physical And Psychological Dimensions		C02		
19	Cognitive And Emotional Benefits		C03		
20	Developing Brand Identity And Personality		C03		
21	Brand Personality Vs. User Imagery		C03		
22	Brand Positioning		C03		
23	Four Components		C03		
24	Product Class		C03		
25	Consumer Segmentation		C03		
26	Perceptual Mapping		C01		
27	Brand Benefits And Attributes		C03		
28	Cornerstones of Positioning Strategy		C03		
29	Brand Equity		C03		
30	Concept of Brand Equity - Sources of Brand Equity -		C03		
31	Brand Loyalty - Brand Awareness		C03		

32	Perceived Quality - Brand Associations - Other Brand Assets	CO3		
33	Benefits of Brand Equity	CO3		
34	Choosing Brand Elements To Build Equity	CO3		
35	Managing Brand Equity - Brand Equity Measurement Systems	CO3		
36	Brand Equity Ten - BAV/Y & R - Equi-trend	CO3		
37	Inter Brand	CO3		
38	Brand Assets – How To Find Them Equity			
39	Brand Leveraging	CO4		
40	Leveraging Process	CO4		
41	Line Extensions	CO4		
42	Brand Extensions	CO4		
43	Creating Range Brands	CO4		
44	Ad Hoc Brand Extension	CO4		
45	Moving The Brand Down	CO4		
46	Moving A Brand Up	CO4		
47	The Process of Brand Orientation	CO4		
48	Managing Brands Over Time	CO4		

49	Reinforcing Brands and Revitalizing Brands		C05		
50	Consistency Plan		C05		
51	Re Branding		C05		
52	Entering New Markets		C05		
53	Building Brand On Internet		C05		
54	Comparing Brand Building In Cyberspace And In Brick & Mortar Wold		C05		
55	Internet User Segments		C05		
56	Website Objectives		C05		
57	Brand Building Dimensions		C05		
58	Visual and Verbal Identities		C05		
59	The Company's Reputation Through Publicity		C05		
60	Marketing Operations for The Campaign /Target Audience Selection And Advertising Objectives		C05		

6. Rubric for Grading and Marking of Term Work (inform students at the beginning of semester)

Lecture + Practical (% Attendance) & Marks	Assign-ments	Tutorial	Lab / Practical Performance	Lab Journal Assessment	Class Tests (Other than IA)	Class participati on	Other (2) specify	Total
						5		5

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7. Assignments / Tutorials Details (must attach print out of all questions together with AAP)

Assignment No.	Title of the Assignments / Tutorials	CO Map	Assignments given to Students on	Date of Submission
1	Rework the brand strategy of an existing FMCG	CO1	Lecture No. 49	Lecture No. 55
2	Case Study https://mwpdigitalmedia.com/blog/building-a-strong-brand-with-association-red-bull-case-study/	CO3	Lecture No. 18	Lecture No. 23
3	Glossary of terms	ALL	Lecture No. 1	Lecture No. 38

Analysis of Assignment / Tutorial Questions and Related Resources

Assignment No.	Week No.	Type* (✓)			Module No.	Based on #			Question Type (✓)	
		R	UQ	OBT		Text Book	Reference Book	Other Learning Resource	MU EQ	Thought Provoking
1		<input checked="" type="checkbox"/>			1		<input checked="" type="checkbox"/>			<input checked="" type="checkbox"/>
2		<input checked="" type="checkbox"/>			2		<input checked="" type="checkbox"/>			<input checked="" type="checkbox"/>
3		<input checked="" type="checkbox"/>			3		<input checked="" type="checkbox"/>			

* Tick (✓) the Type of the Assignment: Regular (R); Unannounced Quiz (UQ) ; Open Book Test for TY/SY/MASTERS (OBT)

Write number for Text book, reference book, other learning resource from this AAP – from Points 4.a to 4.d

8. Internal Assessment / Other Class Test / Open Book Test (OBT)/Take Home Test (THT) Details

Tests	Test Dates	Module No.	CO Map	IA Question Paper Pattern	Policy
1 st IA Test				Q1 10 Marks Q2 10 Marks 20 marks each for IA 1 & 2	No IA Re-test
2 nd IA Test					IA is a Head of passing *
Pop Quiz					

Open Book Test					
Take Home Test					
Class tests / prelims					
Class tests / prelims					
Any other test/exams					

* IA failures will have to appear for re-test in next semester

9.a Practical Activities – Regular Experiments

Practical No.	Module No.	Title of the Regular Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
		NA			

9.b Practical Activities – Newly Added Experiments

Practical No.	Module No.	Title of the Newly Added Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1		NA			

9.c Practical Activities – PBL Experiments

Practical No.	Module No.	Title of the PBL Experiments	Concepts to be highlighted	CO Map	Audit / Quality (0 to 4)
1	1	NA			

10. Beyond Syllabus Activities for Gap Mitigation

No.	Type of the Activity	Activities	Details – no of attendees, guest, feedback, mark sheet, report
1	Interaction with Outside World	Guest Lecture / Workshops	Yes
2		Industrial Visit	-
3	Test and Assessments	Class Tests – (other than IA)	-
4		Mini Projects	-
5		Pop Quiz	-

6		Mobile App Based Quiz	-
7		Open Book Test	Yes
8		Take Home Test	-
9	Collaborative and Group Activity	Poster Presentation	-
10		Minute Papers	Yes
11		Students Seminar	No
12		Students Debates	Yes
13		Panel Discussion / Mock GD	Yes
14		Mock Interview	No
15	Co-curricular Courses	MOOC-NPTEL/Coursera Videos	
16		Value Added Courses	
17		Lecture Capture Usage	

*** Do not delete any activity. Give details for planned events. Write 'NA' for activity Not Planned.**

Consolidated Academic Administration Plan Prepared by (mention all theory teaching faculty names with signature) L

Ranjit Singh Anand

Faculty 1 Name (Sign.)

Faculty 2 Name (Sign.)

Faculty 3 Name (Sign.)

External Industry Mentor (Sign.)

External Academic Mentor (Sign.)

Anindita Banerji

VSIT Cluster Mentor Name (Sign.)

Anindita Banerji

Head of Dept. (Sign.)

Version 2018-2019

The academic resources available in VSIT –

VMIS (ERP)	V-Refer and V-Live	VSIT Library	VAC & MOOC Courses
Institute & Department Vision and Mission	Former IA question papers and solutions (prepared by faculty)	Former IA question papers solutions - hardcopy	Value Added Courses (VAC) are conducted throughout the semester & in the semester break - Enrol for the VACs
Program Educational Objectives (PEO)	MU end semester examination question papers and solutions (prepared by faculty)	MU end semester exam question paper & solutions - by faculty, hardcopy	
Program Specific Outcome (PSO)	Class notes and Digital Content for the subject (scanned / typed by faculty)	All text books, reference books, e -books mentioned in the syllabus & AAP	Online courses from NPTEL, Coursera etc. are pursued throughout the semester - Register for the course & get certified
Program Outcome (PO)	Comprehensive question bank, EQ, GQ, PPT, Class Test papers	Technical journals and magazines for reference	
Departmental Knowledge Map	Academic Administration Plan & Beyond Syllabus Activity report	VSIT library is member of IIT Bombay Library	Watch former lectures captured in LMS at VSIT

1.a Course Objectives (write in detail – follow NBA guideline in this regard)

Cognitive	What do you want students to know?	At the end of the course the student will have an understanding of the behavior of the buyer in the marketplace. Focus would be on the psychological and sociological elements and their impact on consumer decision making
Affective	What do you want students to think / care about?	The course will help the students take a holistic view of the buyer; it will help equip them with knowledge of various models and frameworks to help understand buyer behavior and align the knowledge with formulation of appropriate marketing strategies.
Behavioural	What do you want students to be able to do?	The objective is to gain an understanding of the theoretical and conceptual concepts of buyer behavior and apply them to real life marketing situations and practices

1.b Course Outcome (CO) Statements and Module-Wise Mapping (follow NBA guideline)

CO No.	Statements	Related Module/s
CO1	Focus of the course would be on the psychological and sociological elements and their impact on consumer decision making	Unit 1
CO2	The course will help the students take a holistic view of the buyer; it will help equip them with knowledge of various models and frameworks to help understand buyer behavior and align the knowledge with formulation of appropriate marketing strategies	Unit 2
CO3	The objective is to gain an understanding of the theoretical and conceptual concepts of buyer behavior and apply them to real life marketing situations and practices	Unit 3
CO4		Unit 4

5

1.c Mapping of COs with POs (mark S: Strong, M: Moderate, W: Weak, Dash '-': not mapped)

	PO 1	PO 2	PO 3	PO 4	PO 5	PO 6	PO 7	PO 8	PO 9	PO 10	PO 11	PO 12
CO 1												
CO 2												
CO 3												
CO 4												
CO 5												

1.d Mapping of COs with PSOs (mark S: Strong, M: Moderate, W: Weak, Dash '-':not mapped)

	PSO 1	PSO 2	PSO 3	PSO 4
CO 1				
CO 2				
CO 3				
CO 4				
CO 5				

1.e Teaching and Examination Scheme (As specified by the University) for the Course

Categories	Mathematics	Computing / IT / Electronics	Humanities & Soft Skill	Social Sciences	Commerce	Management	Multidisciplinary
Tick suitable category						✓	

Subject Code	Subject Name	Teaching Scheme			Credits Assigned			
		Theory	Practical	Tutorial	Theory	TW/Practical	Tutorial	Total
	Consumer Behaviour	75			3			3

Subject Code	Subject Name	Examination Scheme							
		Theory Marks IA Test			End Sem. Exam Marks	TW	Practical	Oral	Total
		IA 1	IA 2	Sum of IA1 and IA2					
	Consumer Behaviour	20	05	25	75				100

1.f Faculty-Wise Distribution of all Lecture-Practical-Tutorial Hours for the Course

Divisions	Lecture (Hrs.)	Practical (Hrs.)				Tutorial (Hrs.)			
		Batch 1	Batch 2	Batch 3	Batch 4	Batch 1	Batch 2	Batch 3	Batch 4
(TYBMM)	50	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.

1.g Office Hours (Faculty will be available in office in this duration for solving students' query)

Division	Day	Time (at least 1 Hr. / Division)	Venue (Office Room No.)
B	Wednesday	11:00am - 12:00noon	Staff room well

2.a Syllabus: Module Wise Teaching Hours and % Weightage in University Question Paper

Module No.	Module Title and Brief Details	Teaching Hrs. for each module	% Weightage in University Question Papers
1	Introduction to Consumer Behaviour	12.5hr	25
2	Individual- Determinants of Consumer Behaviour	12.5hr	25
3	Environmental Determinants of Consumer Behaviour	12.5hr	25
4	Consumer decision making models and New Trends	12.5hr	25
* Insert rows for more modules in the Course		Total	50
			100

2.b Prerequisite Courses

No.	Semester	Name of the Course	Topic/s
1.	1	Principles of Management	All
2	1	Principles of Marketing	All
3	4	INTRODUCTION TO ADVERTISING	All

2.c Relevance to Future Courses

No.	Semester	Name of the Course
1.	IV	
2.	VI	RETAIL MANAGEMENT
3.	MBA	CONSUMER BEHAVIOUR
4.		w

2.d Real Life Application Mapping – Mention Application from Very Common Day to Day Life

No.	Real Life Application Mapping with the Course
1	IN THE FIELD OF PRODUCT DEVELOPMENT AND DESIGN
2	HELP AN INDIVIDUAL FOR TARGETING THE RIGHT CUSTOMER WITH RIGHT PRODUCT AT RIGHT PLACE

3. Past Results – Division-Wise and Topic-Wise Result Based Analysis

Details	Target - Nov 2018	Nov 2017	Nov2016	Mar 2015
Course Passing % – Average of 3 Divisions	100%	NA		
Marks Obtained by Course Topper (mark/100)	NA	NA		

	Division A		Division B		Division C	
Year	Initials of Teacher	% Result	Initials of Teacher	% Result	Initials of Teacher	% Result
Nov 2017	THE SUBJECT INTRODUCED FOR THE FIRST TIME (FIRST TYBMM CLASS)					
Nov 2016						
Mar 2015						

Topics which affect results negatively	Module Number	Recommendations to overcome these issues & improve result in future
NA	-	-
NA	-	--

4 All the Learning Resources – Books and E-Resources

4.a List of Text Books (T – Symbol for Text Books) to be Referred by Students

Sr. No	Text Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Consumer Behaviour	Leon.G.Schiffmon, Leslie Lazar & Kanok	Prentice Hall 2014	II edition	
2	Consumer Behaviour	David L.Louden , Albert J.DelloBitta	Mcgraw – Hill 1993		
3	Advertising & the mind of the consumer	Max Sutherland & Alice K Sylvester	Kroger, Page 2000		
4	Consumer Behaviour & Branding	S.Ramesh Kumar	.Pearson Education India. 2009		
5	Satish.K.Batra	Consumer Behaviour Test & Cares	, Excel Books India. Jan 2009.		

4.b List of Reference Books (R – Symbol for Reference Books) to be Referred by Students

Sr. No	Reference Book Titles	Author/s	Publisher	Edition	Module Nos.
1					
2					
3					
4					
5.					

4.c List of E - Books (E – Symbol for E-Books) to be Referred by Students

Sr. No	E- Book Titles	Author/s	Publisher	Edition	Module Nos.
1					
2					

4.d Web Links and Names of Magazines, Journals, E-journals – [VIT is member of IIT Bombay Library]

Refer online journals subscribed in VIT library. You can also access IIT Bombay online library for journals from IITB campus.

Sr. No	Web-Links and Names of Journals and E-Journals Recommended to Students for this Course	Web-Links and Names of Magazines Recommended to Students for this Course	Module Nos.
1	INDIAN JOURNAL OF MARKETING		CASE STUDIES
2	INTERNATIONAL JOURNAL OF MARKETING AND TRADE POLICY		CASE STUDIES

4.e Module Best Available in - Tick the best resource [from 4.a to 4.d in this AAP] & give details

Module No.	Category (Please Tick Mark) - √						Available In VSIT Library?		Details of the Resource (i.e. Name, Chapter & Page No., etc.)
	Book			Maga-zine	Journals		Y	N	
	Text	Reference	E-Book		Regular	E-Journal			
1	✓	✓	✓				Y		Unit 1-4
2	✓	✓	✓				Y		Unit 1-4
3	✓	✓	✓				Y		Unit 1-4
4	✓	✓	✓				Y		Unit 1-4

4.f Web Links for Online Notes/YouTube/VSIT Digital Content/VIT Lecture Capture/NPTEL Videos

Students can view lectures by VSIT professors, captured through LMS 'Lecture Capture' in VIT campus for previous years.

No.	Websites / Links	Module Nos.
1	Digital Content (live.vsit.edu.in)	1-4
2	https://www.youtube.com/watch?v=df9386OjnJ0	1-2
3	https://www.youtube.com/watch?v=B7tsDJ2mN6s	3-4
4		
5		

4.g Recommended MOOC Courses like Coursera / NPTEL / MIT-OCW / edX etc.

Sr. No.	MOOC Course Link	Course conducted by – Person / University / Institute / Industry	Course Duration	Certificate (Y / N)
1	https://swayam.gov.in/course/1347-Principles of Marketing management	MHRD	5 weeks	y
2	http://nptel.ac.in/courses/110104068/ Marketing management	NPTEL	8 weeks	Y
https://docs.google.com/spreadsheets/d/e/2PACX-1vQrnLO4ocWndT-busWy_e9cpujxYGg3Cc3THic_EB4EG6wvTx4yFpYxmzrI0BQ_rbrMEpL3jz8wvKMH/pubhtml (mooc course link)				

4.h Recommended Value Added Courses (VAC)

Sr. No.	Name of the Value Added Course	Conducted by – Person / Institute / Industry	Course Duration	Certificate (Y / N)
1				

4.i Study Material Distributed among Students

Tick if distributed among students					
GQ	Notes	Digital Content	PPT	EQ (updated till the Last Exam)	Other (Write Details)
✓	✓	✓	✓	✓	

5. Consolidated Course Lesson Plan

	From (date/month/year)	To (date/month/year)	Total Number of Weeks
Semester Duration	18/06/2018	/12/2018	15

Week	Lecture no.	Module No.	Lecture Topics / IA 1 and IA 2 / BSA planned to be covered	Actual date of Completion	COs	Recommended Prior Viewing / Reading	
						Lecture No. (on LMS)	Chapter No. / Page Nos./ Books/ Web Site
1	1	1	Introduction to Syllabus		1		
	2	1	Introduction to Consumer Behaviour		1		
	3	1	Concepts Consumer behaviour		1		
	4	1	Need to study Consumer Behaviour		1		
2	5	1	Factors influencing Consumer Behaviour		1		
	6	1	Changing Trends in Consumer Behaviour		1		
	7	1	Changing Trends in Consumer Behaviour		1		
	8	1	Consumer Behaviour & Marketing Marketing Segmentation. – VALS		1		
3	9	1	Components, Process of Marketing Communication		1		
	10	1	Message		1		
	11	1	Persuasion. -Need & Importance, ELM		1		
	12	1	ELM , Appeal.		1		
4	13	1	Relevance of Perception & Learning in Consumer Behaviour		1		
	14	1	Concepts, Elements in Perception, Subliminal Perception		1		
	15	1	Concepts, Elements in Perception, Subliminal Perception		1		

	16	2	Concepts, Elements in Perception, Subliminal Perception		2		
5	17	2	Learning, Elements of Consumer Learning		2		
	18	2	Learning, Elements of Consumer Learning		2		
	19	2	Cognitive Theory. – Social Learning		2		
	20	2	Cognitive Theory. – Social Learning		2		
6	21	2	Behavioural Learning. – Classical, Instrumental Theory		2		
	22	2	Behavioural Learning. – Classical, Instrumental Theory		2		
	23	2	Psychological Determinants & Consumer Behaviour		2		
	24	2	Psychological Determinants & Consumer Behaviour		2		
7	25	2	Motivation. – Needs, Types, Theories – Role of Motivation in Consumer Behaviour		2		
	26	2	Theories – Role of Motivation in Consumer Behaviour		2		
	27	2	Personality & Attitude. – Theories of Personalities & its application.		2		
	28	2	Personality & Attitude. – Theories of Personalities & its application.		2		
8	29	2	Freudian, Trait, Jungian, Self-concept		2		
	30	2	Freudian, Trait, Jungian, Self-concept		2		
	31	3	Formation of Attitude. – Theories & its relevance in Consumer Behaviour		3		
	32	3	Cognitive Dissonance		3		

9	33	3	Tricomponent. - Changing attitude in Consumer Behaviour		3		
	34	3	Tricomponent. - Changing attitude in Consumer Behaviour		3		
	35	3	Social& Cultural aspects of Marketing & its impact on Consumer Behaviour		3		
	36	3	Family		3		
10	37	3	Social Stratification. – Class, Age, Gender		3		
	38	3	Social Stratification. – Class, Age, Gender		3		
	39	3	Group. – Reference Group		3		
	40	3	Culture. – Sub-Culture		3		
11	41	3	Changing Indian Core Values.		3		
	42	3	Consumer Decision Making		3		
	43	3	Consumer Decision Making Process		3		
	44	3	Consumer Decision Making Models		3		
12	45	3	Levels of Consumer Decision Making		3		
	46	4	Consumer Decision Making Models		4		
	47	4	Opinion Leaders & Consumer Decision Making		4		
	48	4	Opinion Leaders & Consumer Decision Making		4		
13	49	4	Adoption & Diffusion Process		4		
	50	4	Adoption & Diffusion Process		4		

	51	4			4		
	52	4			4		

4

46. Rubric for Grading and Marking of Term Work (inform students at the beginning of semester)

Lecture + Practical (% Attendance) & Marks	Assignments	Tutorial	Lab / Practical Performance	Lab Journal Assessment	Class Tests (Other than IA)	Class participation	Other (2) Specify	Total
NA	NA	NA	NA	NA	20	5		5

7. Assignments / Tutorials Details (must attach print out of all questions together with AAP)

Assignment No.	Title of the Assignments / Tutorials	CO Map	Assignments given to Students on	Date of Submission
1	<ul style="list-style-type: none"> Consumer Decision making process and factor affecting each stage Type of Consumer behaviour 	CO1	3 rd Week	4 th Week
2	<ul style="list-style-type: none"> Consumer needs and motivation Product personality Brand personification 	CO2	5 th Week	6 th Week
3	<ul style="list-style-type: none"> Family influence on buying behaviour Family life cycle Group dynamics 	CO3	8 th Week	9 th Week
4	<ul style="list-style-type: none"> Consumer decision making model Diffusion of innovation process E-buying behaviour 	CO4	11 th Week	12 th Week

Analysis of Assignment / Tutorial Questions and Related Resources

Assignment No.	Week No.	Type* (✓)			Module No.	Based on #			Question Type (✓)	
		R	UQ	OBT		Text Book	Reference Book	Other Learning Resource	MU EQ	Thought Provoking
1	3	✓			1		✓		✓	
2	5	✓		✓	2		✓		✓	
3	8	✓			3		✓		✓	
4	11	✓		✓	4		✓		✓	

* Tick (✓) the Type of the Assignment: Regular (R); Unannounced Quiz (UQ) ; Open Book Test for TY/SY/MASTERS (OBT)

Write number for Text book, reference book, other learning resource from this AAP – from Points 4.a to 4.d

8.

Internal Assessment / Other Class Test / Open Book Test (OBT)/Take Home Test (THT) Details

Tests	Test Dates	Module No.	CO Map	IA Question Paper Pattern	Policy
1 st IA Test	7 or 8 th Week	1 & 2	1 & 2	Q1 – MCQ - 10 Marks Q2 – Questions 5 Marks Q3 – Questions 5 Marks 20 marks each for IA 1 & 2	No IA Re-test
2 nd IA Test					IA is a Head of passing *
Pop Quiz	5 th week	1-2			
Open Book Test	6 th week	1-2			
Take Home Test	15 th week	1-4			
Class tests / prelims					
Class tests / prelims					
Any other test/exams					

* IA failures will have to appear for re-test in next semester

9.a

Practical Activities – Regular Experiments

Practical No.	Module No.	Title of the Regular Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1					

2					
3					
4					
5					
6					
7					
8					
9					
10					

9.b Practical Activities – Newly Added Experiments

Practical No.	Module No.	Title of the Newly Added Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1					
2					

9.c Practical Activities – PBL Experiments

Practical No.	Module No.	Title of the PBL Experiments	Concepts to be highlighted	CO Map	Audit / Quality (0 to 4)
1	1-2			1-4	
2	1-2			1-4	
3	3			1-4	

10. Beyond Syllabus Activities for Gap Mitigation

No.	Type of the Activity	Activities	Details – no of attendees, guest, feedback, mark sheet, report
-----	----------------------	------------	--

1	Interaction with Outside World	Guest Lecture / Workshops	May be
2		Industrial Visit	May Be
3	Test and Assessments	Class Tests – (other than IA)	Surprise test
4		Mini Projects	NA
5		Pop Quiz	Yes
6		Mobile App Based Quiz	NA
7		Open Book Test	Yes
8		Take Home Test	Yes
9	Collaborative and Group Activity	Poster Presentation	Yes
10		Minute Papers	NA
11		Students Seminar	NA
12		Students Debates	NA
13		Panel Discussion / Mock GD	NA
14		Mock Interview	NA
15	Co-curricular Courses	MOOC-NPTEL/Coursera Videos	NA
16		Value Added Courses	NA
17		Lecture Capture Usage	NA

*** Do not delete any activity. Give details for planned events. Write 'NA' for activity Not Planned.**

Consolidated Academic Administration Plan Prepared by (mention all theory teaching faculty names with signature)

Dr. Ashwini Joshi

Faculty 1 Name (Sign.)

Faculty 2 Name (Sign.)

Faculty 3 Name (Sign.)

External Industry Mentor (Sign.)

External Academic Mentor (Sign.)

VSIT Cluster Mentor Name (Sign.)

Head of Dept. (Sign.)

Version 2020-3

The academic resources available in VSIT –

VMIS (ERP)	V-Refer and V-Live	VSIT Library	VAC & MOOC Courses
Institute & Department Vision and Mission	Former IA question papers and solutions (prepared by faculty)	Former IA question papers solutions - hardcopy	Value Added Courses (VAC) are conducted throughout the semester & in the semester break - Enrol for the VACs
Program Educational Objectives (PEO)	MU end semester examination question papers and solutions (prepared by faculty)	MU end semester exam question paper & solutions - by faculty, hardcopy	
Program Specific Outcome (PSO)	Class notes and Digital Content for the subject (scanned / typed by faculty)	All text books, reference books, e -books mentioned in the syllabus & AAP	Online courses from NPTEL, Coursera etc. are pursued throughout the semester - Register for the course & get certified
Program Outcome (PO)	Comprehensive question bank, EQ, GQ, PPT, Class Test papers	Technical journals and magazines for reference	
Departmental Knowledge Map	Academic Administration Plan & Beyond Syllabus Activity report	VSIT library is member of IIT Bombay Library	Watch former lectures captured in LMS at VSIT

1.a Course Objectives (write in detail – follow NBA guideline in this regard)

Cognitive	What do you want students to know?	Gain knowledge about artificial intelligence field which encompasses logic, probability, and continuous mathematics; perception, reasoning, learning, and action; and everything from microelectronic devices to robotic planetary explorers.
Affective	What do you want students to think / care about?	To think about the combination of Artificial Intelligence, Machine learning and deep learning which is going to be very useful because they are adding a lot of value to the current process and also providing a thoughtful path for the individuals to move forward.
Behavioural	What do you want students to be able to do?	Demonstrate the working knowledge of reasoning in the presence of incomplete and uncertain information. Ability to apply knowledge representation, reasoning, and machine learning techniques to real-world problems.

1.b Course Outcome (CO) Statements and Module-Wise Mapping (follow NBA guideline)

CO No.	Statements	Related Module/s
CO1	Demonstrate knowledge of the building blocks of AI as presented in terms of intelligent agents.	Unit 1
CO2	Analyse and formalize the problem as a state space, graph, design heuristics and select amongst different search or game based techniques to solve them.	Unit 2
CO3	Design good evaluation functions and strategies for game playing.	Unit 3
CO4	Understand the fundamentals of knowledge representation (logic-based, frame-based, semantic nets), inference and theorem proving. Know how to build simple knowledge-based systems.	Unit 4
CO5	Describe and implement several of the major approaches to classical planning, including planning graphs, POP, and propositionalization.	Unit 5

1.c Mapping of COs with POs (mark S: Strong, M: Moderate, W: Weak, Dash ‘-’: not mapped)

	PO 1	PO 2	PO 3	PO 4	PO 5	PO 6	PO 7	PO 8	PO 9	PO 10	PO 11	PO 12
CO 1												

CO 2												
CO 3												
CO 4												
CO 5												

1.d

Mapping of COs with PSOs (mark S: Strong, M: Moderate, W: Weak, Dash '-':not mapped)

	PSO 1	PSO 2	PSO 3	PSO 4
CO 1				
CO 2				
CO 3				
CO 4				
CO 5				

1.e

Teaching and Examination Scheme (As specified by the University) for the Course

Categories	Mathematics	Computing / IT / Electronics	Humanities & Soft Skill	Social Sciences	Commerce	Management	Multidisciplinary
Tick suitable category		✓					

Subject Code	Subject Name	Teaching Scheme			Credits Assigned			
		Theory	Practical	Tutorial	Theory	TW/Practical	Tutorial	Total
USIT504	Artificial Intelligence	75	50	--	2	2	--	4

Subject Code	Subject Name	Examination Scheme							
		Theory Marks IA Test			End Sem. Exam Marks	TW	Practical	Oral	Total
		IA 1	IA 2	Average of IA1 and IA2					
USIT504	Artificial Intelligence	20	05	25	75		50		150

1.f

Faculty-Wise Distribution of all Lecture-Practical-Tutorial Hours for the Course

Divisions	Lecture (Hrs.)	Practical (Hrs.)				Tutorial (Hrs.)			
		Batch 1	Batch 2	Batch 3	Batch 4	Batch 1	Batch 2	Batch 3	Batch 4
A	4.00	2.00	2.00	NA	NA	N.A.	N.A.	N.A.	N.A.
B	4.00	2.00	2.00	NA	NA	N.A.	N.A.	N.A.	N.A.
C	4.00	2.00	2.00	NA	NA	N.A.	N.A.	N.A.	N.A.
D	4.00	2.00	2.00	NA	NA	N.A.	N.A.	N.A.	N.A.
E	4.00	2.00	2.00	NA	NA	N.A.	N.A.	N.A.	N.A.

1.g**Office Hours (Faculty will be available in office in this duration for solving students' query)**

Division	Day	Time (at least 1 Hr. / Division)	Venue (Office Room No.)
A	Monday	2.30 pm – 3.30 pm	Y-001
B	Tuesday	2.30 pm – 3.30 pm	X - 016
C	Thursday	2.30 pm – 3.30 pm	Y-001
D	Friday	2.30 pm – 3.30 pm	X – 016

2.a**Syllabus: Module Wise Teaching Hours and % Weightage in University Question Paper**

Module No.	Module Title and Brief Details	Teaching Hrs. for each module	% Weightage in University Question Papers
1	Introduction to AI & Intelligent Agents	10	20
2	Solving problems by Searching	12	20
3	Adversarial Search & Logical Agents	08	20
4	First order logic & inference in First Order logic	08	20
5	Planning & Knowledge Management	10	20
* Insert rows for more modules in the Course		Total	48
			100

2.b**Prerequisite Courses**

No.	Semester	Name of the Course	Topic/s
1	1	Discrete Mathematics	Binary Trees, Graphs
2	3	Data Structures, DBMS	ALL

2.c**Relevance to Future Courses**

No.	Semester	Name of the Course
1	6	Business Intelligence

2.d**Real Life Application Mapping – Mention Application from Very Common Day to Day Life**

No.	Real Life Application Mapping with the Course
1	Software Applications used in <ul style="list-style-type: none"> ● Banks (Personal portfolio management, Wealth management, Prevent frauds, etc.) ● Shopping Malls (Customer retention, Market basket analysis, Video analytics, etc.) ● Aviation Industry (Air safety and airplane maintenance, Crew management, Revenue management, etc.) ● E-commerce (Chatbots, Recommendation systems, Inventory management, After Sales service, etc) ...

	...
2	Game Development

3. Past Results – Division-Wise and Topic-Wise Result Based Analysis

Details	Target - Nov 2020	Nov 2019	Nov 2018	Nov 2017
Course Passing % – Average of 3 Divisions	90	82.48	87.45	NA
Marks Obtained by Course Topper (mark/100)	90	72	76	NA

Year	Division A		Division B		Division C		Division D		Division E	
	of Teacher	Result	of Teacher	Result	of Teacher	Result	of Teacher	Result	of Teacher	Result
Nov 19	SS	0.91	PT	1.53	PS	.60	PT	.17	SS	5.51
Nov 18	SS	94	PT	4.78	AR	.18	PT	.60	SS	90
2017	NA									

Topics which affect results negatively	Module Number	Recommendations to overcome these issues & improve result in future
Genetic Algorithms	2	Need to solve more problems.
Propositional Logic	3	Practice Problems based on the topic.

4 All the Learning Resources – Books and E-Resources

4.a List of Text Books (T – Symbol for Text Books) to be Referred by Students

Sr. No	Text Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Artificial Intelligence: A Modern Approach	Stuart Russel and Peter Norvig	Pearson	3 rd	1-5
2	Artificial Intelligence & Soft Computing for Beginners	Anandita Das Bhattacharjee	SPD	1 st	1,2,5

4.b List of Reference Books (R – Symbol for Reference Books) to be Referred by Students

Sr. No	Reference Book Titles	Author/s	Publisher	Edition	Module Nos.
1	A First Course in Artificial Intelligence	Deepak Khemani	TMH	First	3
2	Artificial Intelligence: A Rational Approach	Rahul Deva	Shroff publishers	1 st	1-2
3	Artificial Intelligence	Elaine Rich, Kevin Knight and Shivashankar Nair	TMH	3 rd	1,3,4

4.c List of E - Books (E – Symbol for E-Books) to be Referred by Students

Sr. No	E- Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Artificial Intelligence: Foundations of computational agents https://artint.info/html/ArtInt.html	David Poole Alan Mackworth	Cambridge University Press 2017	2 nd	1,2
2	CS 540 - Introduction to Artificial Intelligence http://pages.cs.wisc.edu/~dyer/cs540/notes-toc.html	Chuck Dyer	The University of Wisconsin		1-5
3	Building Machine Learning Systems with Python https://www.packtpub.com/in/free-ebooks/python-machine-learning-algorithms	Willi Richert, Luis Pedro Coelho	Packt publisher		1-5

4.d Web Links and Names of Magazines, Journals, E-journals – [VIT is member of IIT Bombay Library]

Refer online journals subscribed in VIT library. You can also access IIT Bombay online library for journals from IITB campus.

Sr. No.	Web-Links and Names of Journals and E-Journals Recommended to Students for this Course	Web-Links and Names of Magazines Recommended to Students for this Course	Module Nos.
1	Artificial Intelligence https://www.sciencedirect.com/journal/artificial-intelligence	AI Magazine http://www.aaai.org/Magazine/magazine.php	
2	IAES International Journal of Artificial Intelligence (IJ-AI) http://ijai.iaescore.com/index.php/IJAI	AI Magazine https://ai-magazine.com/#/	

4.e Module Best Available in - Tick the best resource [from 4.a to 4.d in this AAP] & give details

Module No.	Category (Please Tick Mark) - v						Available In VSIT Library?		Details of the Resource (i.e. Name, Chapter & Page No., etc.)
	Book			Maga-zine	Journals		Y	N	
	Text	Reference	E-Book		Regular	E-Journal			
1	√	√					Y		T1/Cp1-2/pg1-pg47
2	√	√					Y		T1/Cp3-4/pg64-149
3	√						Y		T1/Cp5-7/pg161-265
4	√						Y		T1/Cp8-9/ pg 285-345
5	√						Y		T1/Cp10-12 /pg 366- 462

4.f Web Links for Online Notes/YouTube/VSIT Digital Content /NPTEL Videos

No.	Websites / Links	Module Nos.
1	Digital Content (live.vsit.edu.in)	1-5
2	AI Introduction http://www.digimat.in/nptel/courses/video/106106140/L49.html	1
3	Problem Solving by Search https://nptel.ac.in/courses/106105079/2	2

4.g Recommended MOOC Courses like Coursera / NPTEL / MIT-OCW / edX etc.

Sr. No.	MOOC Course Link	Course conducted by – Person / University / Institute / Industry	Course Duration	Certificate (Y / N)
1	Intro to Artificial Intelligence https://in.udacity.com/course/intro-to-artificial-intelligence--cs271	udacity	4 months	Yes
2	Machine Learning https://www.coursera.org/learn/machine-learning	coursera	23 hrs	Yes
3	Fundamentals of Artificial Intelligence https://www.edx.org/course/artificial-intelligence-ai-columbiac-csmm-101x-0	edX	12 weeks	Yes
4	Deep Learning Prerequisites https://www.udemy.com/deep-learning-prerequisites-the-numpy-stack-in-python/	Udemy	1 Week	Yes
5	NASSCOM- Artificial Intelligence Course Amid Lockdown https://skillup.online/courses/course-v1:NASSCOM+FOUNDAI100+2019/about	Skillup Online	10 Week	Yes

4.h

Recommended Value Added Courses (VAC)

Sr. No.	Name of the Value Added Course	Conducted by – Person / Institute / Industry	Course Duration	Certificate (Y / N)
1	Machine learning	Myraa Technologies/ Innovians	1 Week	Y

4.i

Study Material Distributed among Students

Tick if distributed among students					
GQ	Notes	Digital Content	PPT	EQ (updated till the Last Exam)	Other (Write Details)
√	√	√	√	√	

5.

Consolidated Course Lesson Plan

	From (date/month/year)	To (date/month/year)	Total Number of Weeks
Semester Duration			12

Week	Lecture no.	Module No.	Lecture Topics / IA 1 and IA 2 / BSA planned to be covered	Actual date of Completion	COs	Recommended Prior Viewing / Reading	
						Lecture No. (on LMS)	Chapter No. / Page Nos. / Books/ Web Site

1	1	1	What is Artificial Intelligence?				T1, Ch1, 1-22
	2		Foundations of AI				T1, Ch1, 23-25
	3	1	History of AI, The state of art AI today				T1, Ch1, 26-28
	4	1	Agents and environment				T1, Ch2, 34 - 35
2	5		Good behaviour: Concept of Rationality				T1, Ch2, 36 - 38
	6	1	Nature of environment				T1, Ch2, 39 - 40
	7	1	Properties of task environment, The structure of agents				T1, Ch2, 41-45
	8	1	Different types of agents				T1, Ch2, 45-47
3	9	1	Unit 1 Viva				
	10	1	Unit 1 Viva				
	11	2	Problem solving agents, Formulating problems: Toy problems, 8 queens, Real world, Searching for solutions				T1, Ch3, 64-75
	12	2	Uninformed search: BFS, DFS, Uniform Cost Search				T1, Ch3, 81-85
3	13	2	Depth Limited search, iterative deepening				T1, Ch3, 86-88
	14	2	Bidirectional search, Comparison of search methods				T1, Ch3, 88-91
	15	2	Informed search strategies: Greedy best first search, A*,				T1, Ch3, 92 – 99

	16	2	Memory bounded heuristic search, Optimality of A*, Heuristic functions				T1, Ch3, – 99-102
4	17	2	Beyond classical search: Local search algorithms, Hill Climbing,				T1, Ch4, 120-124
	18	2	Simulated Annealing, Genetic algorithm				T1, Ch4, 124-126
	19	2	Vacuum world, AND/OR search tree,				T1, Ch4, 135-147
	20	2	Online search agents, Unknown environments				T1, Ch4, 148-149
5	21	2	Unit 2 Viva Assignment – 1 based on Unit – 1 & Unit – II MCQ's type and one line questions				
	22	2	Unit 2 Viva Assignment – 1 based on Unit – 1 & Unit – II MCQ's type and one line questions				
	23	3	Games, Optimal decisions in games				T1, Ch5, 161-173
	24	3	Alpha-beta pruning, Stochastic games				T1, Ch5, 174-177
6	25	3	Partially observable games, State-of-the-art game programs,				T1, Ch5, 180-232
	26	3	Knowledge base agents, The Wumpus world.				T1, Ch5, 232-234
	27	3	Logic, Propositional logic, Propositional theorem proving				T1, Ch7, 240-257
	28	3	Effective propositional model checking				T1, Ch7, 258-259
7	28	3	Agents based on propositional logic, Assignment – 2 Based on Unit – 3 Take home				T1, Ch7, 265-300
	30	3	Assignment – 2 Based on Unit – 3 Take home				

	31	4	First Order Logic: Syntax and semantics, Using First Order Logic.				T1, Ch7, 300
	32	4	Knowledge engineering in First Order Logic,				T1, Ch8, 307-320
8	33	4	Inference in First Order Logic				T1, Ch8, 321-324
	34	4	Unification and Lifting				T1, Ch8, 324-325
	35	4	Forward chaining				T1, Ch9, 330-341
	36	4	Backward chaining, Resolution				T1, Ch9, 342-345
9	37	4	Unit 4 Viva				
	38	4	, Unit 4 Viva				
	39	5	Planning: Definition of Classical Planning				T1, Ch10, 366
	40	5	Algorithms for planning as state space search				T1, Ch10, 373
10	41	5	Planning graphs: GRAPHPLAN Algorithm, Other classical planning approaches				T1, Ch10, 379
	42	5	Analysis of planning approaches, Time, Schedules and resources				T1, Ch10, 392- 401
	43	5	Hierarchical planning, Planning and Acting in Nondeterministic Domains				T1, Ch11, 406- 415
	44	5	Multiagent planning, Knowledge Representation: Categories and Objects, events				T1, Ch11, 425, 437
11	45	5	Mental events and objects, Reasoning systems for categories, Reasoning with default information				T1, Ch12, 437, 453
	46	5	Internet shopping world				T1, Ch12, 462

	47	5	Assignment based on Unit -5 Open book Test				
	48	5	Assignment based on Unit -5 Open book Test				

6. Rubric for Grading and Marking of Term Work (inform students at the beginning of semester)

Lecture + Practical (% Attendance) & Marks	Assignments	Tutorial	Lab / Practical Performance	Lab Journal Assessment	Class Tests (Other than IA)	Other (1) specify	Other (2) specify	Total
75%	5		40 + 5 Viva	5		IA(20)		75

7. Assignments / Tutorials Details (must attach print out of all questions together with AAP)

Assignment No.	Title of the Assignments / Tutorials	CO Map	Assignments given to Students on	Date of Submission
1	AI Introduction, Search Problems	1, 2	5 th week	6 th week
2	Adversarial Search, First Order logic	3, 4	9 th week	10 th week
3	Planning	5	11 th week	11 th week

Analysis of Assignment / Tutorial Questions and Related Resources

Assignment No.	Week No.	Type* (v)			Module No.	Based on #			Question Type (v)	
		R	UQ	OBT		Text Book	Reference Book	Other Learning Resource	MU EQ	Thought Provoking
1	5	√	√		1, 2	T1	R2		√	√
2	9	√	√		3, 4	T1	R1		√	√
3	11	√	√	√	5	T1	R2		√	√
4										
5										

* Tick (v) the Type of the Assignment: Regular (R); Unannounced Quiz (UQ); Open Book Test for TY/SY/MASTERS (OBT)

Write number for Text book, reference book, other learning resource from this AAP – from Points 4.a to 4.d

8.

Internal Assessment / Other Class Test / Open Book Test (OBT)/Take Home Test (THT) Details

Tests	Test Dates	Module No.	CO Map	IA Question Paper Pattern	Policy
1 st IA Test	8 th week	1,2	1,2	Q1 – 05 Marks Q2 – 05 Marks Q3 – 10 Marks	No IA Re-test
2 nd IA Test					IA is a Head of passing *
Pop Quiz	3 rd week, 7 th week	1, 3	1,3		
Open Book Test	11 th week	5	5		
Take Home Test	9 th week	3, 4	3, 4		
Class tests / prelims					
Class tests / prelims					
Any other test/exams					

* IA failures will have to appear for re-test in next semester

9.a

Practical Activities – Regular Experiments

Practical No.	Module No.	Title of the Regular Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1	2	Write a program to implement depth first search algorithm. Write a program to implement breadth first search algorithm.	Searching with state space	2	4
2	2	Write a program to simulate 4-Queen / N-Queen problem. Write a program to solve tower of Hanoi problem.	Problem solution	2	4
3	3	Write a program to implement A* algorithm. Write a program to implement AO* algorithm.	Best first search, Informed search	3	4
4	3	Write a program to solve water jug problem. Design the simulation of tic – tac – toe game using min-max algorithm.	Min-max search	3	4

5	2	Write a program to solve Missionaries and Cannibals problem. Design an application to simulate number puzzle problem.	Alpha beta pruning, Problem reduction	2	4
6	5	Write a program to shuffle Deck of cards. Solve traveling salesman problem using artificial intelligence technique.	A* algorithm	5	4
7	5	Solve the block of World problem. Solve constraint satisfaction problem	Constraint satisfaction	5	4
8	4	Write a program to derive the predicate. (for e.g.: Sachin is batsman , batsman is cricketer) - > Sachin is Cricketer. Write a program which contains three predicates: male, female, parent. Make rules for following family relations: father, mother, grandfather, grandmother, brother, sister, uncle, aunt, nephew and niece, cousin.	Facts, rules to represent real – world problems	4	4

9.b Practical Activities – Newly Added Experiments

Practical No.	Module No.	Title of the Newly Added Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1	1	Basic Prolog programming	Condition and Looping statements	CO2	4
2	1	Advanced Prolog Programming	List, Dictionary and recursion	CO2	4

9.c Practical Activities – PBL Experiments

Practical No.	Module No.	Title of the PBL Experiments	Concepts to be highlighted	CO Map	Audit / Quality (0 to 4)
---------------	------------	------------------------------	----------------------------	--------	--------------------------

1	4	Decision Tree	Supervised Learning	CO4	4
2	4	K-Means	Unsupervised Learning	CO4	4

10. Beyond Syllabus Activities for Gap Mitigation

No.	Type of the Activity	Activities	Details – no of attendees, guest, feedback, mark sheet, report
1	Interaction with Outside World	Guest Lecture / Workshops	Yes Planning for Webinar. Guest Name: Navin Reddy
2		Industrial Visit	No
3	Test and Assessments	Class Tests – (other than IA)	Yes
4		Mini Projects	
5		Pop Quiz	Yes
6		Mobile App Based Quiz	
7		Open Book Test	Yes
8		Take Home Test	Yes
9	Collaborative and Group Activity	Poster Presentation	Yes
10		Minute Papers	Yes
11		Students Seminar	-
12		Students Debates	-
13		Panel Discussion / Mock GD	-
14	Mock Interview	-	
15	Co-curricular Courses	MOOC-NPTEL/Coursera Videos	Yes
16		Value Added Courses	Yes
17		Lecture Capture Usage	-

*** Do not delete any activity. Give details for planned events. Write 'NA' for activity Not Planned.**

Consolidated Academic Administration Plan Prepared by (mention all theory teaching faculty names with signature)

Ms. Sanjeela Sagar

Ms. Pallavi Tawde.

Ms. Payal Shah

Faculty 1 Name (Sign.)

Faculty 2 Name (Sign.)

Faculty 3 Name (Sign.)

External Industry Mentor (Sign.)

External Academic Mentor (Sign.)

VSIT Cluster Mentor Name (Sign.)

Head of Dept. (Sign.)

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The academic resources available in VSIT –

VMIS (ERP)	V-Refer and V-Live	VSIT Library	VAC & MOOC Courses
Institute & Department Vision and Mission	Former IA question papers and solutions (prepared by faculty)	Former IA question papers solutions - hardcopy	Value Added Courses (VAC) are conducted throughout the semester & in the semester break - Enrol for the VACs
Program Educational Objectives (PEO)	MU end semester examination question papers and solutions (prepared by faculty)	MU end semester exam question paper & solutions - by faculty, hardcopy	
Program Specific Outcome (PSO)	Class notes and Digital Content for the subject (scanned / typed by faculty)	All text books, reference books, e -books mentioned in the syllabus & AAP	Online courses from NPTEL, Coursera etc. are pursued throughout the semester - Register for the course & get certified
Program Outcome (PO)	Comprehensive question bank, EQ, GQ, PPT, Class Test papers	Technical journals and magazines for reference	
Departmental Knowledge Map	Academic Administration Plan & Beyond Syllabus Activity report	VSIT library is member of IIT Bombay Library	Watch former lectures captured in LMS at VSIT

1.a Course Objectives (write in detail – follow NBA guideline in this regard)

Cognitive	What do you want students to know?	To know C# language basics & .NET frame work fundamentals & develop web applications using ASP.NET.
Affective	What do you want students to think / care about?	To understand webform fundamentals & development of ASP.NET applications using styles , themes, ADO.NET ,XML & AJAX.
Behavioural	What do you want students to be able to do?	To develop data driven web applications.

1.b Course Outcome (CO) Statements and Module-Wise Mapping (follow NBA guideline)

CO No.	Statements	Related Module/s
CO1	To create console applications using the basic concepts, expressions, various conditional statements and loops of C#.	Unit 1
CO2	To use and implement ASP.NET Form Fundamentals to design webforms.	Unit 2
CO3	To learn and implement the concepts of exception handling & State management.	Unit 3
CO4	To implement database drivers, and design web applications using ADO.NET.	Unit 4
CO5	To develop web applications using XML & AJAX.	Unit 5

1.c Mapping of COs with POs (mark S: Strong, M: Moderate, W: Weak, Dash '-': not mapped)

	PO 1	PO 2	PO 3	PO 4	PO 5	PO 6	PO 7	PO 8	PO 9	PO 10	PO 11	PO 12
CO 1												
CO 2												
CO 3												

CO 4												
CO 5												

1.d Mapping of COs with PSOs (mark S: Strong, M: Moderate, W: Weak, Dash '-':not mapped)

	PSO 1	PSO 2	PSO 3	PSO 4
CO 1				
CO 2				
CO 3				
CO 4				
CO 5				

1.e Teaching and Examination Scheme (As specified by the University) for the Course

Categories	Mathematics	Computing / IT / Electronics	Humanities & Soft Skill	Social Sciences	Commerce	Management	Multidisciplinary
Tick suitable category		√					

Subject Code	Subject Name	Teaching Scheme			Credits Assigned			
		Theory	Practical	Tutorial	Theory	TW/Practical	Tutorial	Total
USIT503	Advanced Mobile Programming	75	50	--	2	2	--	4

Subject Code	Subject Name	Examination Scheme							
		Theory Marks IA Test			End Sem. Exam Marks	TW	Practical	Oral	Total
		IA 1	IA 2	Average of IA1 and IA2					
USIT503	Advanced Web Programming	20	05	25	75		50		150

1.f Faculty-Wise Distribution of all Lecture-Practical-Tutorial Hours for the Course

Divisions	Lecture (Hrs.)	Practical (Hrs.)				Tutorial (Hrs.)			
		Batch 1	Batch 2	Batch 3	Batch 4	Batch 1	Batch 2	Batch 3	Batch 4
A	4	2	2	--	--	--	--	--	--
B	4	2	2	--	--	--	--	--	--
C	4	2	2	--	--	--	--	--	--
D	4	2	2	--	--	--	--	--	--
E	4	2	2	--	--	--	--	--	--

1.g Office Hours (Faculty will be available in office in this duration for solving students' query)

Division	Day	Time (at least 1 Hr. / Division)	Venue (Office Room No.)
A	Monday	03:00 -4:00	Reading Hall(Y003)
B	Tuesday	03:00 -4:00	Reading Hall(Y003)
C	Wednesday	03:00 -4:00	Reading Hall(Y003)
D	Thursday	03:00 -4:00	Reading Hall(Y003)
E	Friday	03:00 -4:00	Reading Hall(Y003)

2.a Syllabus : Module Wise Teaching Hours and % Weightage in University Question Paper

Module No.	Module Title and Brief Details	Teaching Hrs. for each module	% Weightage in University Question Papers
1	Introducing .NET , C# Languages ,Types ,Objects & Name spaces	10	20
2	Webform Fundamentals & various Webform Controls	12	20
3	Error handling ,Logging & tracing state management ,Style themes & Master pages	08	20
4	ADO.NET Fundamentals ,Data Binding	10	20
5	XML , Security Fundamentals , ASP.NET AJAX	08	20
<i>* Insert rows for more modules in the Course</i>		Total	48 lectures x 60 minutes
			100

2.b Prerequisite Courses

No.	Semester	Name of the Course	Topic/s
1	II	Web Programming	Web Server, HTML tags
2	II	OOP with C++	Classes and Objects
3	III	DBMS	Insert, update, delete, select queries
4	IV	Core Java	Looping and Conditional Statements

2.c Relevance to Future Courses

No.	Semester	Name of the Course
1	V & VI	Project

2.d Real Life Application Mapping – Mention Application from Very Common Day to Day Life

No.	Real Life Application Mapping with the Course
1	Shopping Portal
2	College Websites
3	Student Admission Websites

3. Past Results – Division-Wise and Topic-Wise Result Based Analysis

Details	Target - Dec 2020	Dec 2019	Dec 2018	Dec 2017
Course Passing % – Average of 5 Divisions	90%	88.04%	86.9%	NA
Marks Obtained by Course Topper (mark/100)	90	81	88	

Year	Division A		Division B		Division C	
	Initials of Teacher	% Result	Initials of Teacher	% Result	Initials of Teacher	% Result
Dec 2019	SC	94.55%	KAG	89.83%	SC	82.54%
Dec 2018	SC	87.30%	KAG	77.19%	SC	92.72%
Dec 2017	NA		NA		NA	
Year	Division D		Division E			
	Initials of Teacher	% Result	Initials of Teacher	% Result		
Dec 2019	KAG	88.52%	KAG	85.71%		
Dec 2018	KAG	85.24%	KAG	90%		
Dec 2017	NA		NA			

Topics which affect results negatively	Module Number	Recommendations to overcome these issues & improve result in future
ADO.NET	4	Give more problem statements to solve

4 All the Learning Resources – Books and E-Resources

4.a List of Text Books (T – Symbol for Text Books) to be Referred by Students

Sr. No	Text Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Beginning with ASP.NET 4.5 in C#	Mathew MacDonald	APress	2012	1.2.3.4.5

4.b List of Reference Books (R – Symbol for Reference Books) to be Referred by Students

Sr. No	Reference Book Titles	Author/s	Publisher	Edition	Module Nos.
1	C# 2015	Murach	Murach	Third	3,4
2	Murach's ASP .NET 4.6	Anne Boehm	SPD	Sixth	5
3	ASP.NET 4.0 Programming	J.Ranjilal	Tata Mcgrow	2011	4
4	Programming ASP .NET	D.Esposite	Preamtech	2011	3
5	Beginning Visual C#	K.Watson	Wrox	2011	1

4.c List of E - Books (E – Symbol for E-Books) to be Referred by Students

Sr. No	E- Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Beginning with ASP.NET 4.5 in C#	Mathew MacDonald	APress	2012	1.2.3.4.5
2	C# 2015	Murach	Murach	Third	3,4
3	Murach's ASP .NET 4.6	Anne Boehm	SPD	Sixth	5
4	ASP.NET 4.0 Programming	J.Ranjilal	Tata Mcgrow	2011	4
5	Programming ASP .NET	D.Esposite	Preamtech	2011	3
6	Beginning Visual C#	K.Watson	Wrox	2011	1

4.d Web Links and Names of Magazines, Journals, E-journals – [VIT is member of IIT Bombay Library]

Refer online journals subscribed in VIT library. You can also access IIT Bombay online library for journals from IITB campus.

Sr. No.	Web-Links and Names of Journals and E-Journals Recommended to Students for this Course	Web-Links and Names of Magazines Recommended to Students for this Course	Module Nos.
1	.Net Developer's Journal – dotnet.sys-con.com	Visual Studio Magazine - visualstudiomagazine.com	II, III, IV
2	Live Journal - aspdotnet.livejournal.com	MSDN Magazine - msdn.microsoft.com	III, IV ,V
3	Rock Paper Web Technical Journal by AccuTech International - rockpaperweb.com/category/asp.net	Web Development Tutorials - dotnetcurry.com	II, V

4.e Module Best Available in - Tick the best resource [from 4.a to 4.d in this AAP] & give details

Module No.	Category (Please Tick Mark) - √							Available In VIT Library?		Details of the Resource (i.e. Name, Chapter & Page No., etc.)
	Book			Maga-zine	Journals		Y	N		
	Text	Reference	E-Book		Regular	E-Journal				
1	√	√	√				√		Beginning ASP.NET 4.5 in c# Beginning Visual C# -Chp 1 to 10	
2	√	√	√				√		Beginning ASP.NET 4.5 in C# - 4,5,6,9 Murach Chapter 4 to 6 -10,11,13	

3	√	√	√				√		Beginning ASP.Net4.5 in C# -7, 8,12 Murach -5 ,8, 9,11
4	√	√	√				√		Beginning ASP.Net4.5 in C# -14,15,16 Murach -14,15
5	√	√	√				√		Beginning ASP.Net4.5 in C# -18, 19,25 Murach -21 ,18

4.f Web Links for Online Notes/YouTube/VIT Digital Content/VIT Lecture Capture/NPTEL Videos

Students can view lectures by VIT professors, captured through LMS 'Lecture Capture' in VIT campus for previous years.

No.	Websites / Links	Module Nos.
1	VREFER	1-5
2	www.w3schools.com	1-5
3	www.asp.net-tutorials.com	1-5
4	www.msd.microsoft.com	1-5
5	www.tutorialspoint.com	1-5
6	www.mva.microsoft.com	1-5
7	https://www.youtube.com/watch?v=CtDE9gTwmyo	4
8	https://www.youtube.com/watch?v=lzlwDPC7pk	3

4.g Recommended MOOC Courses like Coursera / NPTEL / MIT-OCW / edX etc.

Sr. No.	MOOC Course Link	Course conducted by – Person / University / Institute / Industry	Course Duration	Certificate (Y / N)
1	mva.microsoft.com/en-us/training-courses/asp-net.core-beginner	Microsoft virtual academy	3hrs	Y
2	https://www.udemy.com/course/csharp-tutorial-for-beginners/	Udemy	6hrs	Y

4.h Recommended Value Added Courses (VAC)

Sr. No.	Name of the Value Added Course	Conducted by – Person / Institute / Industry	Course Duration	Certificate (Y / N)
1	ASP.NET MVC 5.2	Microsoft (ATS)	35 hrs 44 mins	Y

4.i Study Material Distributed among Students

Tick if distributed among students					
GQ	Notes	Digital Content	PPT	EQ (updated till the Last Exam)	Other (Write Details)
√	√	√	√	√	

5. Consolidated Course Lesson Plan

			From (date/month/year)	From (date/month/year)	Total Number of Weeks		
Semester Duration			June 2020	September 2020	12		
Week	Lecture no.	Module No.	Lecture Topics / IA 1 and IA 2 / BSA planned to be covered	Actual date of Completion	COs	Recommended Prior Viewing / Reading	
						Lecture No. (on LMS)	Chapter No. / Page Nos./ Books/ Web Site
1	1	1	Introducing .NET: The .NET Framework, C#, VB, and the .NET Languages		C01		Beginning ASP.NET 4.5 in C# Matthew MacDonald Apress 2012 Chap-1/3,8
	2	1	The Common Language Runtime, The .NET Class Library		C01		Chap-1/12,13
	3	1	The C# Language: C# Language Basics, Variables, Variable Operations, Object-Based Manipulation		C01		Chap-2/15,18,25,28
	4	1	Methods Types, Objects, and Namespaces:		C01		Chap-2/15 Chap – 3/ 47

			The Basics About Classes				
2	5	1	Building a Basic Class, Value Types and Reference Types		C01		Chap-3/49
	6	1	Understanding Namespaces and		C01		Chap-3/63
	7	1	Assemblies		C01		Chap-3/68
	8	1	Advanced Class Programming. Viva/ Students' Activity on Unit 1		C01		Chap-3/68
3	SS	1	Data Types		C01		Chap-2/15
	SS	1	Conditional Logic, Loops		C01		Chap-2/15
	09	1	Advanced Class Programming.		C01		
	10	1	Viva/ Students' Activity on Unit 1		C01		
	11	2	Web Form Fundamentals: Adding Event Handlers,		C01		Chap-4/103,104
	12	2	Understanding the Anatomy of an ASP.NET Application,		C02		Chap-5/121
4	13	2	Introducing Server Controls, Using the Page Class,		C02		Chap-5/124
	14	2	Using Application Events,		C02		Chap-5/152,154
	15	2	Form Controls: Stepping Up to		C02		Chap-6/163,166,175

			Web Controls, Web Control Classes, List Controls, Table Controls			
	16	2	Web Control Events and AutoPostBack, Validation, Understanding Validation		C02	Chap-6/175, 179,184
5	17	2	Using the Validation Controls, Rich Controls, The Calendar, The AdRotator,		C02	Chap-9/271 Chap-10/293
	18	2	Pages with Multiple Views, User Controls and Graphics,		C02	Chap-10/293, 301,304
	19	2	User Controls, Dynamic Graphics, The Chart Control,		C02	Chap-11/319,331,340
	20	2	Website Navigation: Site Maps, URL Mapping and Routing, The SiteMapPath Control,		C02	Chap-13/387,402,405,409,416
	21	2	The TreeView Control, The Menu Control. Viva/ Students' Activity on Unit 2		C02	Chap-13/409,416
	SS	2	Writing Code, Using the Code-Behind Class		C02	Chap-4/103,104
	SS	2	Configuring an ASP.NET Application.		C02	Chap-5/152,154

	22	2	Viva/ Students' Activity on Unit 2		C02	
6	23	3	Error Handling, Logging, and Tracing: Understanding Exception Handling, Handling Exceptions, Throwing Your Own Exceptions,		C03	Chap7/ 203, 205,208,214
	24	3	Using Page Tracing State Management: Understanding the Problem of State, Using View State,		C03	Chap 7/ 219 Chap 8/ 233
7	25	3	Transferring Information Between Pages, Using Cookies,		C03	Chap 8/ 239,249
	26	3	Managing Session State, Configuring Session State, Using Application State, Comparing State Management Options		C03	Chap 8/ 251, 264
	27	3	Styles, Themes, and Master Pages: Themes,		C03	Chap 12/ 345,360,368
	28	3	Master Page Basics, Viva/ Students' Activity on Unit 3		C03	Chap 12/379
8	SS	3	Styles,		C03	Chap 12/ 345,

	SS	3	Avoiding Common Errors,		C03		Chap 7/ 203,
	29	3	Advanced Master Pages		C03		
	30	3	Viva/ Students' Activity on Unit 3		C03		
	31	4	ADO.NET Fundamentals: Configuring Your Database,		C03		Chap 14/ 425,427, 432
	32	4	Understanding the Data Provider Model,		C03		Chap 14/ 440
9	33	4	Using Direct Data Access, Using Disconnected Data Access.		CO4		Chap 14/ 441,464
	34	4	Data Binding: Introducing Data Binding, Using Single-Value Data Binding,		CO4		Chap 15/ 473,474
	35	4	Using Repeated-Value Data Binding,		CO4		Chap 15/ 480
	36	4	Working with Data Source Controls,		CO4		Chap 15/ 494
10	37	4	The Data Controls: The GridView, Formatting the GridView, Selecting a GridView Row, Editing with the		CO4		Chap 16/ 511,518, 524,528,531

			GridView, Sorting and Paging the GridView				
	38	4	Using GridView Templates, Viva/ Students' Activity on Unit 4		CO4		Chap 16/ 535, 544,547
	SS		Understanding SQL Basics				Chap 14/ 425,427
	SS		Understanding Databases				Chap 14/ 425,427
	39	4	DetailsView, FormView		CO4		Chap 16/ 544,547
	40	4	Viva/ Students' Activity on Unit 4		CO4		
11	41	4	XML: XML Explained, The XML Classes, XML Validation		CO4		Chap 18/ 581
	42	4	XML Display and Transforms. Security Fundamentals:		CO4		Chap 18/ 602,617
	43	5	Authentication and Authorization, Forms Authentication,		C05		Chap 19/ 619
	44	5	Windows Authentication. ASP.NET AJAX: Understanding Ajax, Using Partial Refreshes,		C05		Chap 19/ 634 Chap 25/791,794
12	45	5	Implementing Timed Refreshes,		C05		Chap 25/805,809

46	5	Working with the ASP.NET AJAX Control Toolkit. Viva/ Students' Activity on Unit 5		C05		Chap 25/811
SS	5	Understanding Security Requirements		C05		Chap 18/617
SS	5	Using Progress Notification		C05		Chap 25/805
47	5	Working with the ASP.NET AJAX Control Toolkit.		C05		Chap 25/811
48	5	Viva/ Students' Activity on Unit 5		C05		

6. Rubric for Grading and Marking of Term Work (inform students at the beginning of semester)

Lecture + Practical (% Attendance) & Marks	Assignments	Tutorial	Lab / Practical Performance	Lab Journal Assessment	Class Tests (Other than IA)	Class participation	Other (2) specify	Total
75%	05	-	40+05	05			IA (20)	75

7. Assignments / Tutorials Details (must attach print out of all questions together with AAP)

Assignment No.	Title of the Assignments / Tutorials	CO Map	Assignments given to Students on	Date of Submission
1	Introduction to .NET, C# Language, Types, Objects, Namespaces	CO 1	Week 2	Week 3
2	Web Form Fundamentals & Various Web Form Controls	CO 2	Week 4	Week 5
3	Error Handling, Logging & Tracing, State Management, Styles, Themes & Master Pages	CO 3	Week 6	Week 7
4	ADO.NET Fundamentals, Data Binding	CO 4	Week 8	Week 9

5	XML, Security Fundamentals, ASP.NET AJAX	CO 5	Week 11	Week 12
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Analysis of Assignment / Tutorial Questions and Related Resources

Assignment No.	Week No.	Type* (√)			Module No.	Based on #			Question Type (√)	
		R	UQ	OBT		Text Book	Reference Book	Other Learning Resource	MU EQ	Thought Provoking
1	3	√	√		1	1	6	1	√	√
2	5	√	√		2	1			√	√
3	8	√			3	1	2,5	2	√	
4	9	√		√	4	1	2,4		√	
5	12	√			5	1	3	3	√	√

* Tick (√) the Type of the Assignment: Regular (R); Unannounced Quiz (UQ) ; Open Book Test for TY/SY/MASTERS (OBT)

Write number for Text book, reference book, other learning resource from this AAP – from Points 4.a to 4.d

8.

Internal Assessment / Other Class Test / Open Book Test (OBT)/Take Home Test (THT) Details

Tests	Test Dates	Module No.	CO Map	IA Question Paper Pattern	Policy
1 st IA Test	8 th Week	1,2	1,2	Q1 – MCQ - 5 Marks Q2 – 5 Marks Q3 – 10 Marks	No IA Re-test
2 nd IA Test					IA is a Head of passing *
Pop Quiz	4 th Week	1	1	10 MCQ's – 01 marks each	
Open Book Test	10 th week	4	4	2 questions – 10 marks	
Take Home Test	6 th week	2	2	10 MCQ's – 01 marks each	
Class tests / prelims					
Class tests / prelims					
Any other test/exams					

* IA failures will have to appear for re-test in next semester

9.a Practical Activities – Regular Experiments

Practical No.	Module No.	Title of the Regular Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1	1	Working with ASP.net	Basic	CO1	
2	1	Working With Object Oriented Programming	OOP	CO1	
3	2	Working with Webforms fundamentals	Web Forms	CO2	
4	2	Working with form controls	Form controls	CO2	
5	3	Working with Navigation , master page	Styles ,themes	CO2, CO3	
6	4	Working with data base	Database	CO4	
7	4	Working with data base	Data binding	CO4	
8	4	Working with database controls	Data controls	CO4	
9	4	Working with Gridview	Gridview	CO4	
10	5	Working with AJAX & XML	AJAX/XML	CO5	
11	5	Programs to create & use DLL	DLL	CO2	

9.b Practical Activities – Newly Added Experiments

Practical No.	Module No.	Title of the Newly Added Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1	II	Write a program to create & use DLL to convert a given string to upper case & lower case	DLL, namespaces	CO 2	
2	V	Create a web application to demonstrate reading and writing operation with XML	XML	CO 5	

9.c Practical Activities – PBL Experiments

Practical No.	Module No.	Title of the PBL Experiments	Concepts to be highlighted	CO Map	Audit / Quality (0 to 4)
1	2,3,4	Develop a website for online shopping	Web Form Controls, master page, ADO.NET	2,3,4	

10. Beyond Syllabus Activities for Gap Mitigation

No.	Type of the Activity	Activities	Details – no of attendees, guest, feedback, mark sheet, report
1	Interaction with Outside World	Guest Lecture / Workshops	Guest lecture on ASP.NET MVC Framework with Cloud Computing
2		Industrial Visit	Yes
3	Test and Assessments	Class Tests – (other than IA)	Yes, Week 5, Module 2
4		Mini Projects	Yes, Week 12, All Modules
5		Pop Quiz	Yes, Week 3, Module 1
6		Mobile App Based Quiz	Yes, Week 8, Module 3
7		Open Book Test	Yes, Week 10, Module 4
8		Take Home Test	Yes, Week 12, Module 5
9	Collaborative and Group Activity	Poster Presentation	Yes, Week 4, Modules 1-3
10		Minute Papers	Yes
11		Students Seminar	
12		Students Debates	
13		Panel Discussion / Mock GD	
14		Mock Interview	
15	Co-curricular Courses	MOOC-NPTEL/Coursera Videos	Yes, Module 1
16		Value Added Courses	Yes
17		Lecture Capture Usage	

*** Do not delete any activity. Give details for planned events. Write 'NA' for activity Not Planned.**

Consolidated Academic Administration Plan Prepared by (mention all theory teaching faculty names with signature)

Faculty 1 Name (Sign.)
Dr Sarika Chouhan

Faculty 2 Name (Sign.)
Ms. Ketaki Ghawali

Faculty 3 Name (Sign.)

External Industry Mentor (Sign.)

External Academic Mentor (Sign.)

VSIT Cluster Mentor Name (Sign.)

Head of Dept. (Sign.)

Version 2020-21

The academic resources available in VSIT –

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Program Outcome (PO)	Comprehensive question bank, EQ, GQ, PPT, Class Test papers	Technical journals and magazines for reference	
Departmental Knowledge Map	Academic Administration Plan & Beyond Syllabus Activity report	VSIT library is member of IIT Bombay Library	Watch former lectures captured in LMS at VSIT

1.a Course Objectives (write in detail – follow NBA guideline in this regard)

Cognitive	What do you want students to know?	Students should know about all basic concepts like client server applications, n-tier architecture, Java EE server, different Java EE containers and services provided by them.
Affective	What do you want students to think / care about?	Students should understand the fundamentals of creating web applications and how to separate Presentation data from business logics and the database. Also how to work with JDBC along with Servlets and JSPs.
Behavioural	What do you want students to be able to do?	Students should be able to develop a complete web applications using Enterprise Java Beans.

1.b Course Outcome (CO) Statements and Module-Wise Mapping (follow NBA guideline)

CO No.	Statements	Related Module/s
CO1	Understanding Java EE and Introduction to Java Servlets	Unit 1
CO2	Build Java Servlet application using RequestDispatcher, Cookies and Sessions. Working with File I/O	Unit 2
CO3	Introduction to Java Server Page, Expression Language and Java Server Page Standard Tag Library.	Unit 3
CO4	Implement Enterprise Java Beans and working with Java Naming and Directory Interface.	Unit 4
CO5	Designing applications related to ORM, JPA and Hibernate framework related applications.	Unit 5

1.c Mapping of COs with POs (mark S: Strong, M: Moderate, W: Weak, Dash ‘-’: not mapped)

	PO 1	PO 2	PO 3	PO 4	PO 5	PO 6	PO 7	PO 8	PO 9	PO 10	PO 11	PO 12

CO 1												
CO 2												
CO 3												
CO 4												
CO 5												

1.d Mapping of COs with PSOs (mark S: Strong, M: Moderate, W: Weak, Dash '-':not mapped)

	PSO 1	PSO 2	PSO 3	PSO 4
CO 1				
CO 2				
CO 3				
CO 4				
CO 5				

1.e Teaching and Examination Scheme (As specified by the University) for the Course

Categories	Mathematics	Computing / IT / Electronics	Humanities & Soft Skill	Social Sciences	Commerce	Management	Multidisciplinary
Tick suitable category		✓					

Subject Code	Subject Name	Teaching Scheme			Credits Assigned			
		Theory	Practical	Tutorial	Theory	TW/Practical	Tutorial	Total
USIT506	Enterprise Java	75	50	--	2	2	--	4

Subject Code	Subject Name	Examination Scheme							
		Theory Marks IA Test			End Sem. Exam Marks	TW	Practical	Oral	Total
		IA 1	IA 2	Sum of IA1 and IA2					
USIT506	Enterprise Java	20	-	20	75	05	50		150

1.f Faculty-Wise Distribution of all Lecture-Practical-Tutorial Hours for the Course

Divisions	Lecture (Hrs.)	Practical (Hrs.)				Tutorial (Hrs.)			
		Batch 1	Batch 2	Batch 3	Batch 4	Batch 1	Batch 2	Batch 3	Batch 4
A	4.10	2.5	2.5	--	--	--	--	--	--
B	--	--	--	--	--	--	--	--	--
C	--	--	--	--	--	--	--	--	--
D	--	--	--	--	--	--	--	--	--

E	--	--	--	--	--	--	--	--	--
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1.g Office Hours (Faculty will be available in office in this duration for solving students' query)

Division	Day	Time (at least 1 Hr. / Division)	Venue (Office Room No.)
A	Saturday	1:30 to 2:30	Staff Room
B	--	--	--
C	--	--	--
D	--	--	--
E	--	--	--

2.a Syllabus: Module Wise Teaching Hours and % Weightage in University Question Paper

Module No.	Module Title and Brief Details	Teaching Hrs. for each module	% Weightage in University Question Papers
1	Understanding Java EE & Introduction to Java Servlets	13	20
2	Servlets: RequestDispatcher, Cookie, Session & Working with Files & Non-Blocking I/O	12	20
3	Java Server Page(JSP), Expression Language, Java Server Pages Standard Tag Library	11	20
4	Working with Enterprise Java Beans and JNDI	12	20
5	Persistence, ORM and JPA and writing Hibernate Applications	12	20
* Insert rows for more modules in the Course		Total	60
			100

2.b Prerequisite Courses

No.	Semester	Name of the Course	Topic/s
1	1	Imperative Programming	ALL
2	2	Object Oriented Programming	ALL
3	3	DBMS	ALL
4	4	Core Java	ALL

2.c Relevance to Future Courses

No.	Semester	Name of the Course
1	BScIT (sem VI)	Project Implementation

2	MScIT(Sem II)	Mobile Computing
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2.d Real Life Application Mapping – Mention Application from Very Common Day to Day Life

No.	Real Life Application Mapping with the Course
1	Android applications
2	Server Apps at Financial Services Industry
3	Java Web applications for E commerce
4	Software Tools (IDE), Third party trading application Trading Application like Murex
5	Embedded Space
6	Hadoop and other big data technologies
7	scientific applications including natural language processing
8	Automatic binding between user-interface components and server-side counterparts using expression language (EL) in any business applications.

3. Past Results – Division-Wise and Topic-Wise Result Based Analysis

Details	Target - Oct 2019	Oct 2018	Oct 2017	Oct 2016
Course Passing % – Average of 5 Divisions	90%	85.81%	N.A.	N.A.
Marks Obtained by Course Topper (mark/100)	95	93 (A div)	N.A.	N.A.

Year	Division A		Division B		Division C	
	Initials of Teacher	% Result	Initials of Teacher	% Result	Initials of Teacher	% Result
Oct 2018	BVK	87.30%	PBS	80.70%	PBS	89.09%
Oct 2017	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.
Oct 2016	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.

Year	Division D		Division E	
	Initials of Teacher	% Result	Initials of Teacher	% Result
Oct 2018	PBS	86.88%	BVK	85.00%
Oct 2017	N.A.	N.A.	N.A.	N.A.
Oct 2016	N.A.	N.A.	N.A.	N.A.

Topics which affect results negatively	Module Number	Recommendations to overcome these issues & improve result in future
Non-Blocking I/O	2	more examples should be given
JNDI	4	Video lectures or industry person should take lecture on this

4 All the Learning Resources – Books and E-Resources

4.a List of Text Books (T – Symbol for Text Books) to be Referred by Students

Sr. No	Text Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Java EE 7 For Beginners	Sharanam Shah, Vaishali Shah	SPD	First	1-5
2	Enterprise Java	Dr. Tushar Sambare	Sheth		1-5
3	Java EE 8 Cookbook: Build reliable applications with the most robust and mature technology for enterprise development	Elder Moraes	Packt	First	1-5
4	Advanced Java Programming	Uttam Kumar Roy	Oxford Press		1-3

4.b List of Reference Books (R – Symbol for Reference Books) to be Referred by Students

Sr. No	Reference Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Objects First With Java - A Practical Introduction Using BlueJ	David J. Barnes & Michael Kölling.	Pearsons	6	1-4
2	Programming With Java: A Primer 3E	Balaguruswamy	McGraw Hill	5	1-4
3	Schaum's Outline of Theory and Problems of Programming with Java	John Rast Hubbard	McGraw Hill	2016	3-5
4	Learning Java: A Bestselling Hands-On Java Tutorial	Patrick Niemeyer, Daniel Leuck	O'Reilly	2013	5

4.c List of E - Books (E – Symbol for E-Books) to be Referred by Students

Sr. No	E- Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Java™ Platform, Enterprise Edition (Java EE) Specification, v7download.oracle.com/otn-pub/jcp/java_ee-7-fr-spec/JavaEE_Platform_Spec.pdf	Linda DeMichiel, Bill Shannon	Oracle	2013	1-4
2	FINAL - Java EE https://javaee.github.io/servlet-spec/downloads/servlet-3.1/Final/servlet-3_1-final.pdf	Shing Wai Chan Rajiv Mordani	Oracle	2013	1-3

4.d Web Links and Names of Magazines, Journals, E-journals – [VIT is member of IIT Bombay Library]

Refer online journals subscribed in VIT library. You can also access IIT Bombay online library for journals from IITB campus.

Sr. No.	Web-Links and Names of Journals and E-Journals Recommended to Students for this Course	Web-Links and Names of Magazines Recommended to Students for this Course	Module Nos.
1	TechJava - Journal on Java Technology www.techjava.de/	Java Newsletter Link: https://blog.feedspot.com/java_blogs/#fsbnewsletter	1-5
2	Development of JAVA Development Resource Center https://ejournals.ph/article.php?id=8986	JAVA DEVELOPMENT FOR THE INTERNET OF THINGS Link: http://www.jfree.org/fxgraphics2d/javamagazine20141112-dl.pdf	1-5
3		Java Magazine, By and for the Java Community Link: www.javamagazine.mozaicreader.com/	1-3

4.e Module Best Available in - Tick the best resource [from 4.a to 4.d in this AAP] & give details

Module No.	Category (Please Tick Mark) - √						Available In VSIT Library?		Details of the Resource (i.e. Name, Chapter & Page No., etc.) (10 books available in library)
	Book			Maga-zine	Journals		Y	N	
	Text	Reference	E-Book		Regular	E-Journal			
1	✓	✓	✓				Y		Java EE 7 For Beginners(chapter no 2 to 7- page no 15 to 188)
2	✓	✓	✓				Y		Java EE 7 For Beginners(chapter no 9,10,12,13,14- page no 189 to 276,309 to 370)
3	✓	✓	✓				Y		Java EE 7 For Beginners(chapter no 15-19-page no 371-506)
4	✓	✓					Y		Java EE 7 For Beginners(chapter no 30-36-page no 765-900)
5	✓						Y		Java EE 7 For Beginners chapter no 37,38,39,41, 42-page no 901-960, 969,1004

4.f Web Links for Online Notes/YouTube/VSIT Digital Content /NPTEL Videos

Students can view lectures by VSIT professors, captured through LMS 'Lecture Capture' in VIT campus for previous years.

No.	Websites / Links	Module Nos.
1	Digital Content (v-refer)	1-5
2	Online Notes and PPTs (v-refer)	1-5

4.g Recommended MOOC Courses like Coursera / NPTEL / MIT-OCW / edX etc.

Sr. No.	MOOC Course Link	Course conducted by – Person / University / Institute / Industry	Course Duration	Certificate (Y / N)
1	Learn Java Servlets and JSP web application https://www.udemy.com/learn-java-servlets-and-jsp-web-application-in-25-steps/	Udemy	25 videos	Y
2	Java Business Application	Spoken Tutorial	1 month	Y

4.h Recommended Value Added Courses (VAC)

Sr. No.	Name of the Value Added Course	Conducted by – Person / Institute / Industry	Course Duration	Certificate (Y / N)
1	Android Mobile Application	Niket Shah	40 hrs	Y

4.i Study Material Distributed among Students

Tick if distributed among students					
GQ	Notes	Digital Content	PPT	EQ (updated till the Last Exam)	Other (Write Details)
☑	☑	☑	☑	☑	

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5. Consolidated Course Lesson Plan

	From (date/month/year)	To (date/month/year)	Total Number of Weeks
Semester Duration	19/06/2018	13/10/2018	12

Week	Lecture no.	Module No.	Lecture Topics / IA 1 and IA 2 / BSA planned to be covered	Actual date of Completion	COs	Recommended Prior Viewing / Reading	
						Lecture No. (on LMS)	Chapter No. / Page Nos./ Books/ Web Site
1	1	Unit I	Understanding Java EE: What is an Enterprise Application? What is java enterprise edition?		CO 1	1	2/15/Java EE 7 by Sharanam Shah
	2	1	Java EE Technologies, Java EE evolution, Glassfish server		CO 1		2/18/Java EE 7 by Sharanam Shah
	3	1	Java EE Architecture, Server and Containers: Types of System Architecture, Java EE Server, Java EE Containers.		CO 1		3/55/Java EE 7 by Sharanam Shah
	4	1	Introduction to Java Servlets: The Need for Dynamic Content, Java Servlet Technology		CO 1		5/79/Java EE 7 by Sharanam Shah
	5	1	Why Servlets? What can Servlets do?		CO 1		5/82/Java EE 7 by Sharanam Shah
2	6	1	Java Servlet API, The Servlet Skeleton		CO 1		6/87/Java EE 7 by Sharanam Shah

	7	1	The Servlet Life Cycle, A Simple Welcome Servlet Working		CO 1		6/117/Java EE 7 by Sharanam Shah
	8	1	Getting Started, Using Annotations Instead of Deployment Descriptor		CO 1		7/123/Java EE 7 by Sharanam Shah
	9	1	What Is JDBC? JDBC Architecture		CO 1		8/149/Java EE 7 by Sharanam Shah
	10	1	Accessing Database		CO 1		8/155/Java EE 7 by Sharanam Shah
3	11	1	The Servlet GUI and Database Example		CO 1		8/164/Java EE 7 by Sharanam Shah
	12	1	Viva/ Question Solving on Unit I		CO 1		
	13	1	Viva/ Question Solving on Unit I		CO 1		
	14	Unit II	Requestdispatcher Interface, Methods of Requestdispatcher, Requestdispatcher Application		CO 2		12/309/Java EE 7 by Sharanam Shah
	15	2	Kinds of Cookies, Where Cookies Are Used? Creating Cookies Using Servlet		CO 2		9/189/Java EE 7 by Sharanam Shah
4	16	2	Dynamically Changing The Colors Of A Page		CO 2		9/215/Java EE 7 by Sharanam Shah

	17	2	What Are Sessions? Lifecycle Of Http Session, Session Tracking With Servlet API		CO 2		10/227/Java EE 7 by Sharanam Shah
	18	2	A Servlet Session Example		CO 2		10/255/Java EE 7 by Sharanam Shah
	19	2	Uploading Files, Creating an Upload File Application		CO 2		13/331/Java EE 7 by Sharanam Shah
	20	2	Downloading Files, Creating a Download File Application		CO 2		13/345/Java EE 7 by Sharanam Shah
5	21	2	Creating a Non-Blocking Read Application, Creating The Web Application		CO 2		14/355/Java EE 7 by Sharanam Shah
	22	2	Creating Java Class, Creating Servlets		CO 2		14/357,372/Java EE 7 by Sharanam Shah
	23	2	Retrieving The File, Creating index.jsp		CO 2		14/367/Java EE 7 by Sharanam Shah
	24	2	Viva/ Question Solving on Unit II		CO 2		
	25	2	Viva/ Question Solving on Unit II		CO 2		
6	26	Unit III	Why use Java Server Pages? Disadvantages Of JSP, JSP v\vs Servlets, Life Cycle of a JSP Page		CO 3		15/372/Java EE 7 by Sharanam Shah

	27	3	How does a JSP function? How does JSP execute? About Java Server Pages		CO 3		15/377/Java EE 7 by Sharanam Shah
	28	3	Comments, JSP Document, JSP Elements, JSP GUI Example.		CO 3		16/385/Java EE 7 by Sharanam Shah
	29	3	Including other Files, Forwarding JSP Page to Another Page, Passing Parameters for other Actions		CO 3		17/418/Java EE 7 by Sharanam Shah
	30	3	Loading a Javabeen.		CO 3		17/422/Java EE 7 by Sharanam Shah
7	31	3	Implicit Objects, Character Quoting Conventions		CO 3		18/429/Java EE 7 by Sharanam Shah
	32	3	Unified Expression Language [Unified EL], Expression Language		CO 3		18/440/Java EE 7 by Sharanam Shah
	33	3	What is wrong in using JSP Scriptlet Tags? How JSTL Fixes JSP Scriptlet's Shortcomings? Disadvantages Of JSTL,		CO 3		19/474/Java EE 7 by Sharanam Shah
	34	3	Tag Libraries		CO 3		19/475/Java EE 7 by Sharanam Shah
	35	3	Viva/ Question Solving on Unit III		CO 3		
8	36	3	Viva/ Question Solving on Unit III		CO 3		

	37	Unit IV	Enterprise Bean Architecture, Benefits of Enterprise Bean		CO 4		30/765/Java EE 7 by Sharanam Shah
	38	4	Types of Enterprise Bean		CO 4		30/774/Java EE 7 by Sharanam Shah
	39	4	Accessing Enterprise Beans, Enterprise Bean Application, Packaging Enterprise Beans		CO 4		30/777/Java EE 7 by Sharanam Shah
	40	4	When to use Session Beans? Types of Session Beans, Remote and Local Interfaces, Accessing Interfaces		CO 4		32/798/Java EE 7 by Sharanam Shah
9	41	4	Lifecycle of Enterprise Beans, Packaging Enterprise Beans, Example of Stateful Session Bean,		CO 4		32/805/Java EE 7 by Sharanam Shah
	42	4	Example of Stateless Session Bean, Example of Singleton Session Beans		CO 4		32/829/Java EE 7 by Sharanam Shah
	43	4	Lifecycle of a Message Driven Bean, Uses of Message Driven Beans, The Message Driven Beans Example		CO 4		33/847/Java EE 7 by Sharanam Shah
	44	4	Request And Interceptor, Defining An Interceptor, AroundInvoke Method, Applying Interceptor, Adding An Interceptor To An Enterprise Bean,		CO 4		34/871/Java EE 7 by Sharanam Shah
	45	4	Build and Run the Web Application, What is Naming Service? What is Directory Service? What is Java Naming and Directory interface? Basic Lookup, JNDI Namespace in Java EE		CO 4		36/891/Java EE 7 by Sharanam Shah

10	46	4	Resources and JNDI, Datasource Resource Definition in Java EE.		CO 4		36/898/Java EE 7 by Sharanam Shah
	47	4	Viva/ Question Solving on Unit IV		CO 4		
	48	4	Viva/ Question Solving on Unit IV		CO 4		
	49	Unit V	What is Persistence? Persistence in Java, Current Persistence Standards in Java, Why another Persistence Standards? Object/Relational Mapping,		CO 5		37/902/Java EE 7 by Sharanam Shah
	50	5	The Java Persistence API, JPA, ORM, Database and the Application		CO 5		38/915/Java EE 7 by Sharanam Shah
11	51	5	Architecture of JPA, How JPA Works? JPA Specifications.		CO 5		38/919/Java EE 7 by Sharanam Shah
	52	5	Application Requirement Specifications, Software Requirements, The Application Development Approach		CO 5		39/934/Java EE 7 by Sharanam Shah
	53	5	Creating Database And Tables in Mysql, Creating a Web Application, Adding the Required Library Files, Creating a Javabean Class, Creating Persistence Unit [Persistence.Xml], Creating JSPS, The JPA Application Structure, Running The JPA Application		CO 5		39/938/Java EE 7 by Sharanam Shah
	54	5	What is Hibernate? Why Hibernate? Hibernate,		CO 5		41/969/Java EE 7 by Sharanam Shah
	55	5	Database and The Application, Components of Hibernate, Architecture of Hibernate, How Hibernate Works?		CO 5		41/973/Java EE 7 by

								Sharanam Shah
12	56	5	Application Requirement Specifications, Software Requirements, The Application Development Approach,			CO 5		42/978/Java EE 7 by Sharanam Shah
	57	5	Creating Database and Tables in Mysql, Creating a Web Application, Adding The Required Library Files, Creating a Javabean Class,			CO 5		42/982/Java EE 7 by Sharanam Shah
	58	5	Creating Hibernate Configuration File, Adding a Mapping Class, Creating JSPS, Running The Hibernate Application			CO 5		42/993/Java EE 7 by Sharanam Shah
	59	5	Viva/ Question Solving on Unit V			CO 5		
	60	5	Viva/ Question Solving on Unit V			CO 5		

6. Rubric for Grading and Marking of Term Work (inform students at the beginning of semester)

Lecture + Practical (% Attendance) & Marks	Assignments	Tutorial	Lab / Practical Performance	Lab Journal Assessment	Class Tests (Other than IA)	Class Participation	Other (2) specify	Total
75%	5		40+5	5			IA(20)	75

7. Assignments / Tutorials Details (must attach print out of all questions together with AAP)

Assignment No.	Title of the Assignments / Tutorials	CO Map	Assignments given to Students on	Date of Submission
1	Understanding Java EE & Introduction to Java Servlets	CO1	3 rd Week	
2	Servlets: RequestDispatcher, Cookie, Session & Working with Files & Non-Blocking I/O	CO2	5 th Week	
3	Java Server Page(JSP), Expression Language, Java Server Pages Standard Tag Library	CO3	7 th Week	
4	Working with Enterprise Java Beans and JNDI	CO4	10 th Week	

5	Persistence, ORM and JPA and writing Hibernate Applications	CO5	12 th Week	
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Analysis of Assignment / Tutorial Questions and Related Resources

Assignment No.	Week No.	Type* (v)			Module No.	Based on #			Question Type (v)	
		R	UQ	OBT		Text Book	Reference Book	Other Learning Resource	MU EQ	Thought Provoking
1	3	✓			1	4a(1)			✓	✓
2	5	✓			2	4a(1)			✓	✓
3	8		✓		3	4a(1)				✓
4	9	✓		✓	3	4a(1)			✓	✓
5	12	✓			4	4a(1)			✓	✓

* Tick (v) the Type of the Assignment: Regular (R); Unannounced Quiz (UQ) ; Open Book Test for TY/SY/MASTERS (OBT)

Write number for Text book, reference book, other learning resource from this AAP – from Points 4.a to 4.d

8.

Internal Assessment / Other Class Test / Open Book Test (OBT)/Take Home Test (THT) Details

Tests	Test Dates	Module No.	CO Map	IA Question Paper Pattern	Policy
1 st IA Test				Q1 – MCQ / fill in the blanks- 5 Marks Q2 – short questions 5 Marks Q3 – descriptive questions 10 Marks 20 marks	No IA Re-test IA is a Head of passing *
2 nd IA Test					
Pop Quiz					
Open Book Test					
Take Home Test					
Class tests / prelims					
Class tests / prelims					
Any other test/exams					

* IA failures will have to appear for re-test in next semester

9.a Practical Activities – Regular Experiments

Practical No.	Module No.	Title of the Regular Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1	1	Implement the Simple Servlet applications.	Servlets	CO1	
2	1	Implement the Servlet applications with Cookies and Sessions.	RequestDispatcher, Cookie, Session	CO1	
3	2	Implement the Servlet IO and File applications.	Upload and Download File, Nonblocking I/O	CO2	
4	2	Implement the JSP applications.	JSP's	CO2	
5	3	Implement the JSP JSTL and EL Applications.	Tag Library and Expression Language	CO3	
6	3	Implement the EJB Applications.	EJB's	CO3	
7	4	Implement the EJB applications with different types of Beans.	Session Beans and Message Driven Bean	CO4	
8	4	Implement the JPA applications.	Java Persistence API	CO4	
9	5	Implement the following JPA applications with ORM and Hibernate.	Object Relational Mapping and JPA	CO5	
10	5	Implement the Hibernate applications.	Hibernate Framework	CO5	

9.b Practical Activities – Newly Added Experiments

Practical No.	Module No.	Title of the Newly Added Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1	1	Demonstrate the JSTL Expression Language Operators	Expression Language	CO3	
2	4	Demonstrate the Employee Details applications using Hibernate	Hibernate Framework	CO5	

9.c Practical Activities – PBL Experiments

Practical No.	Module No.	Title of the PBL Experiments	Concepts to be highlighted	CO Map	Audit / Quality (0 to 4)
1	5	Build a Web Application using combination of any two or three technologies	Website	CO 1-5	

10. Beyond Syllabus Activities for Gap Mitigation

No.	Type of the Activity	Activities	Details – no of attendees, guest, feedback, mark sheet, report
1	Interaction with Outside World	Guest Lecture / Workshops	YES – Chirag Bhavsar from Ugam
2		Industrial Visit	YES – Wipro
3	Test and Assessments	Class Tests – (other than IA)	YES
4		Mini Projects	YES
5		Pop Quiz	
6		Mobile App Based Quiz	
7		Open Book Test	YES
8		Take Home Test	YES
9	Collaborative and Group Activity	Poster Presentation	
10		Minute Papers	YES
11		Students Seminar	
12		Students Debates	
13		Panel Discussion / Mock GD	
14		Mock Interview	YES
15	Co-curricular Courses	MOOC-NPTEL/Coursera Videos	YES – Spoken Tutorial – Java Business Application
16		Value Added Courses	YES – Android Mobile Application
17		Lecture Capture Usage	

*** Do not delete any activity. Give details for planned events. Write 'NA' for activity Not Planned.**

Consolidated Academic Administration Plan Prepared by (mention all theory teaching faculty names with signature)

Faculty 1 Name (Sign.)
Beena Kapadia

External Industry Mentor (Sign.)

External Academic Mentor (Sign.)

VSIT Cluster Mentor Name (Sign.)

Head of Dept. (Sign.)

Consolidated Academic Administration Plan for the Course
USIT 502 Internet of Things – Sem. V – B.Sc. (Information Technology)– 2020-2021 – Odd Semester
Mr. Umesh Koyande & Mr. Bhavesh Shah

The academic resources available in VSIT –

VMIS (ERP)	V-Refer and V-Live	VSIT Library	VAC & MOOC Courses
Institute & Department Vision and Mission	Former IA question papers and solutions (prepared by faculty)	Former IA question papers solutions - hardcopy	Value Added Courses (VAC) are conducted throughout the semester & in the semester break - Enrol for the VACs
Program Educational Objectives (PEO)	MU end semester examination question papers and solutions (prepared by faculty)	MU end semester exam question paper & solutions - by faculty, hardcopy	
Program Specific Outcome (PSO)	Class notes and Digital Content for the subject (scanned / typed by faculty)	All textbooks, reference books, e -books mentioned in the syllabus & AAP	Online courses from NPTEL, Coursera etc. are pursued throughout the semester - Register for the course & get certified
Program Outcome (PO)	Comprehensive question bank, EQ, GQ, PPT, Class Test papers	Technical journals and magazines for reference	
Departmental Knowledge Map	Academic Administration Plan & Beyond Syllabus Activity report	VSIT library is member of IIT Bombay Library	Watch former lectures captured in LMS at VSIT

1.a Course Objectives (write in detail – follow NBA guideline in this regard)

Cognitive	What do you want students to know?	Gain knowledge about basics and working of Internet of Things devices. Develop embedded programs for Internet of Things devices on Raspberry Pi.
Affective	What do you want students to think / care about?	Understand the design and working of various Internet of Things devices and how can one create a prototype and then move into mass production keeping in mind various business models.
Behavioural	What do you want students to be able to do?	Design programs for Internet of Things devices using Raspberry Pi.

1.b Course Outcome (CO) Statements and Module-Wise Mapping (follow NBA guideline)

CO No.	Statements	Related Module/s
CO1	Understand the basic concepts of designing IOT devices and Internet	Unit 1
CO2	Understand how prototype can be created and electronic components required for creating the prototype	Unit 2
CO3	Understand prototyping the physical device and program on the device using online programming components and protocols	Unit 3
CO4	Know the various techniques for writing embedded program and different business models	Unit 4
CO5	Understand mass production of IOT devices and learn about Ethics for IOT	Unit 5

1.c Mapping of COs with POs (mark S: Strong, M: Moderate, W: Weak, Dash ‘-’: not mapped)

	PO 1	PO 2	PO 3	PO 4	PO 5	PO 6	PO 7	PO 8	PO 9	PO 10	PO 11	PO 12
CO 1												
CO 2												
CO 3												

CO 4												
CO 5												

1.d Mapping of COs with PSOs (mark S: Strong, M: Moderate, W: Weak, Dash '-':not mapped)

	PSO 1	PSO 2	PSO 3	PSO 4
CO 1				
CO 2				
CO 3				
CO 4				
CO 5				

1.e Teaching and Examination Scheme (As specified by the University) for the Course

Categories	Mathematics	Computing / IT / Electronics	Humanities & Soft Skill	Social Sciences	Commerce	Management	Multidisciplinary
Tick suitable category		✓					

Subject Code	Subject Name	Teaching Scheme			Credits Assigned			
		Theory	Practical	Tutorial	Theory	TW/Practical	Tutorial	Total
USIT502	Internet of Things	75	50	--	2	2	--	4

Subject Code	Subject Name	Examination Scheme							
		Theory Marks IA Test			End Sem. Exam Marks	TW	Practical	Oral	Total
		IA 1	IA 2	Average of IA1 and IA2					
USIT502	Internet of Things	20	--	25	75	05	50	--	150

1.f Faculty-Wise Distribution of all Lecture-Practical-Tutorial Hours for the Course

Divisions	Lecture (Hrs.)	Practical (Hrs.)				Tutorial (Hrs.)			
		Batch 1	Batch 2	Batch 3	Batch 4	Batch 1	Batch 2	Batch 3	Batch 4
A	4	2	2	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.
B	4	2	2	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.
C	4	2	2	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.
D	4	2	2	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.
E	4	2	2	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.

1.g Office Hours (Faculty will be available in office in this duration for solving students' query)

Division	Day	Time (at least 1 Hr. / Division)	Venue (Office Room No.)
A	Monday	2:30 pm – 3:30 pm	X-016 / X-116
B	Tuesday	2:30 pm – 3:30 pm	X-016 / X-116
C	Wednesday	2:30 pm – 3:30 pm	X-016 / X-116
D	Thursday	2:30 pm – 3:30 pm	X-016 / X-116
E	Saturday	2:30 pm – 3:30 pm	X-016 / X-116

2.a Syllabus: Module Wise Teaching Hours and % Weightage in University Question Paper

Module No.	Module Title and Brief Details	Teaching Hrs. for each module	% Weightage in University Question Papers
1	Design Principles for Connected Devices, Internet Principles	09	20
2	Prototyping Embedded Devices	10	20
3	Prototyping the Physical Design and online components	10	20
4	Techniques for Writing Embedded Code, Business Models	09	20
5	Moving to Manufacture, Ethics	10	20
* Insert rows for more modules in the Course			
Total		48	100 %

2.b Prerequisite Courses

No.	Semester	Name of the Course	Topic/s
1	1	Operating System	Memory Management, Processes in Linux, I/O in Linux
2	1	Imperative Programming	Operators, Expressions, Arrays, Pointers
3	2	Microprocessor Architecture	8051 Architecture
4	3	Computer Networking	Network Models, IPv4, IPv6, TCP, UDP, MAC, WLANs
5	3	Python Programming	Conditional Statements, Looping, Functions

2.c Relevance to Future Courses

No.	Semester	Name of the Course
1	M.Sc. IT Sem III	Embedded Systems
2	M.Sc. IT Sem IV	Design of Embedded Control Systems

3	M.Sc. IT Sem IV	Real Time Embedded Systems
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2.d Real Life Application Mapping – Mention Application from Very Common Day to Day Life

No.	Real Life Application Mapping with the Course
1	WhereDial
2	Bubblino
3	DoES Liverpool's DoorBot
4	The Good Night Lamp
5	Philips Hue Bulbs
6	Apple Watch and HomeKit
7	Google Glass
8	Botanicals
9	Baker Treat

3. Past Results – Division-Wise and Topic-Wise Result Based Analysis

Details	Target - Dec 2020	Dec 2019	Dec 2018	Dec 2017
Course Passing % – Average of 3 Divisions	100	82.06	94.93	N.A.
Marks Obtained by Course Topper (mark/100)	100	86	82	N.A.

Year	Division A		Division B		Division C	
	Initials of Teacher	% Result	Initials of Teacher	% Result	Initials of Teacher	% Result
Dec 2019	SMS	89.09	BDS	81.36	BDS	80.95
Dec 2018	SMS	96.80	BDS	94.73	BDS	90.90
Dec 2017	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.

Year	Division D		Division E			
	Initials of Teacher	% Result	Initials of Teacher	% Result		
Dec 2019	BDS	80.33	USK	79.37		
Dec 2018	BDS	90.16	USK	100		
Dec 2017	N.A.	N.A.	N.A.	N.A.		

Topics which affect results negatively	Module Number	Recommendations to overcome these issues & improve result in future
Writing New API	3	More examples of how real-life applications are created
Testing Products	5	Show videos for testing and certifications

4 All the Learning Resources – Books and E-Resources

4.a List of Textbooks (T – Symbol for Textbooks) to be Referred by Students

Sr. No	Textbook Titles	Author/s	Publisher	Edition	Module Nos.
1	Internet of Things	Shaikh, Koyande, Shah	Sheth	First	1, 2, 3, 4, 5
2					

4.b List of Reference Books (R – Symbol for Reference Books) to be Referred by Students

Sr. No	Reference Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Designing the Internet of Things	Adrian McEwen, Hakim Cassimally	Wiley	First	1, 2, 3, 4, 5
2	Internet of Things - Architecture and Design	Rajkamal	McGraw Hill	First	1, 2, 4
3					

4.c List of E - Books (E – Symbol for E-Books) to be Referred by Students

Sr. No	E- Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Getting Started with the Internet of Things	Cuno Pfister	O'Reilly	Sixth	1
2	Getting Started with Raspberry Pi	Matt Richardson and Shawn Wallace	SPD	Third	3
3					

4.d Web Links and Names of Magazines, Journals, E-journals – [VIT is member of IIT Bombay Library]

Refer online journals subscribed in VIT library. You can also access IIT Bombay online library for journals from IITB campus.

Sr. No.	Web-Links and Names of Journals and E-Journals Recommended to Students for this Course	Web-Links and Names of Magazines Recommended to Students for this Course	Module Nos.
1	https://www.journals.elsevier.com/internet-of-things - IoT open access articles	IoT Journal - https://www.rfidjournal.com/internet-of-things	1
2	https://www.sciencedirect.com/science/article/pii/S2542660518300532 - The Internet of Things: Foundational ethical issues	The IoT Magazine - https://theiotmagazine.com/	1
3	http://www.mdpi.com/journal/sensors - Sensors Open Access Journal	The Official Raspberry Pi Beginner's Guide - https://magpi.raspberrypi.org/books/beginners-guide-3rd-ed	2
4	https://www.inderscience.com/jhome.php?jcode=ijitca - International Journal of Internet of Things and Cyber-Assurance	Wired – IoT - https://www.wired.com/tag/internet-of-things/	3
5	http://ieeexplore.ieee.org/ - IEEE Digital Library Internet of Things Journal	IoT World Magazine - http://iotworldmagazine.com/	4
6	https://ieeexplore.ieee.org/xpl/mostRecentIssue.jsp?punumber=6488907 - IEEE Internet of Things Journal	Digitalist Magazine - https://www.digitalistmag.com/digital-economy/iot	5

4.e Module Best Available in - Tick the best resource [from 4.a to 4.d in this AAP] & give details

Module No.	Category (Please Tick Mark) - √						Available In VSIT Library?		Details of the Resource (i.e. Name, Chapter & Page No., etc.)
	Book			Magazine	Journals		Y	N	
	Text	Reference	E-Book		Regular	E-Journal			
1	✓	✓	✓				✓		Internet of Things – Shaikh, Koyande, Shah Designing the Internet of Things, Adrian McEwen Getting Started with the Internet of Things, Cuno Pfister
2	✓	✓	✓				✓		Internet of Things – Shaikh, Koyande, Shah Designing the Internet of Things, Adrian McEwen Getting Started with Raspberry Pi, Matt Richardson
3	✓	✓	✓				✓		Internet of Things – Shaikh, Koyande, Shah Designing the Internet of Things, Adrian McEwen Internet of Things - Architecture and Design, Rajkamal
4	✓	✓	✓				✓		Internet of Things – Shaikh, Koyande, Shah Designing the Internet of Things, Adrian McEwen
5	✓	✓	✓				✓		Internet of Things – Shaikh, Koyande, Shah Designing the Internet of Things, Adrian McEwen

4.f Web Links for Online Notes/YouTube/VSIT Digital Content/VIT Lecture Capture/NPTEL Videos

Students can view lectures by VSIT professors, captured through LMS 'Lecture Capture' in VIT campus for previous years.

No.	Websites / Links	Module Nos.
1	Digital Content (live.vsit.edu.in)	1-5
2	IoT Training Edureka https://www.youtube.com/watch?v=LlhmzVL5bm8&list=PL9ooVrP1hQOGccfBbP5tJWZ1hv5sIUWJI	Unit 1-3
3	IoT Wyliodrin https://www.youtube.com/watch?v=G4-CtKkrOmc&list=PLHih6DnKQaoYQ5PIT3Tp-UrqUguDYWYQu	Unit 1-3
4	Business Model Canvas https://www.youtube.com/watch?v=CakUeC1sCSs	Unit 4
5	IoT manufacturing https://www.youtube.com/watch?v=u3laXvjDiOE	Unit 5
6	Challenges in IoT Manufacturing https://www.youtube.com/watch?v=l4L5CDrHywQ	Unit 5
7	IoT Testing https://www.youtube.com/watch?v=E8V3sGylWKQ	Unit 5

4.g Recommended MOOC Courses like Coursera / NPTEL / MIT-OCW / edX etc.

Sr. No.	MOOC Course Link	Course conducted by – Person / University / Institute / Industry	Course Duration	Certificate (Y / N)
1	Introduction to Internet of Things - https://nptel.ac.in/courses/106105166/	NPTTEL – IIT Kharagpur Prof. Sudip Misra	12 Weeks	Y
2	Introduction to Internet of Things - https://ict.iitk.ac.in/product/introduction-to-internet-of-things-/	E&ICT Academy, IIT Kanpur	25 hours	Y
3				

4.h Recommended Value-Added Courses (VAC)

Sr. No.	Name of the Value Added Course	Conducted by – Person / Institute / Industry	Course Duration	Certificate (Y / N)
1	Learn IOT through Arduino and Raspberry Pi - https://ict.iitk.ac.in/product/learn-iot-through-arduino-and-raspberry-pi/	E&ICT Academy, IIT Kanpur	4 hours	Y
2	Using Raspberry Pi for developing various projects	ATS Learning Solutions	32 Hrs	Y

4.i Study Material Distributed among Students

Tick if distributed among students					
GQ	Notes	Digital Content	PPT	EQ (updated till the Last Exam)	Other (Write Details)
✓	✓	✓	✓	✓	✓

5. Consolidated Course Lesson Plan

	From (date/month/year)	To (date/month/year)	Total Number of Weeks
Semester Duration	08/06/2018	19/09/2018	15

Week	Lecture no.	Module No.	Lecture Topics / IA 1 and IA 2 / BSA planned to be covered	Actual date of Completion	Cos	Recommended Prior Viewing / Reading	
						Lecture No. (on LMS)	Chapter No. / Page Nos./ Books/ Web Site
1	1	1	The Flavour of Internet of Things, The Technology of Internet of Things		CO1		DIoT – Chapter 1, Page 8, 12
	2	1	The "Internet" of "Things", Enchanted Objects, who is making Internet of Things?		CO1		DIoT – Chapter 1, Page 9, 16, 17
	3	1	Design Principles - Calm & Ambient Technology, Magic as Metaphor, Privacy, Keeping Secrets		CO1		DIoT – Chapter 2, Page 21, 27
	4	1	Whose data is it anyway? Web Thinking for Connected Devices, Small Pieces, Loosely Joined, First-Class Citizens On The Internet		CO1		DIoT – Chapter 2, Page 33, 34,

						36
2	5	1	Internet Communications: An Overview, IP, TCP, The IP Protocol Suite (TCP/IP), UDP, IP Addresses		CO1	DIoT – Chapter 3, Page 41, 45
	SS	1	DNS, Static IP Address Assignment, Dynamic IP Address Assignment		CO1	DIoT – Chapter 3, Page 50
	6	1	IPv6, MAC Addresses, TCP and UDP Ports		CO1	DIoT – Chapter 3, Page 52
	7	1	An Example: HTTP Ports, Other Common Ports, Application Layer Protocols, HTTP, HTTPS: Encrypted HTTP		CO1	DIoT – Chapter 3, Page 55
	8	1	Other Application Layer Protocols		CO1	DIoT – Chapter 3, Page 60
3	9	1	Viva/ Students' Activity on module 1		CO1	
	10	2	Sketching, Familiarity, Costs versus Ease of Prototyping, Prototypes and Production, Changing Embedded Platform		CO2	DIoT – Chapter 4, Page 63, 72
	11	2	Physical Prototypes and Mass Personalization, Climbing into the Cloud		CO2	DIoT – Chapter 4, Page 73
	12		Open Source versus Closed Source, Why Closed? Why Open? Mixing Open and Closed Source		CO2	DIoT – Chapter 4, Page 75
4	13	2	Closed Source for Mass Market Projects, Tapping into the Community		CO2	DIoT – Chapter 4, Page 83
	SS	2	Electronics, Scaling up Electronic		CO2	DIoT – Chapter 5, Page 87
	14	2	Embedded Computing Basics, MUC, SOC		CO2	DIoT – Chapter 5, Page 90
	15	2	Choosing Your Platform, Arduino, Developing on Arduino, Some Notes on Hardware, Openness		CO2	DIoT – Chapter 5, Page 96
	16	2	Raspberry Pi, Cases and Extension Boards, Developing on Raspberry Pi, Some Notes on Hardware, Openness		CO2	DIoT – Chapter 5, Page 111
5	17	2	BeagleBone Black, Cases and Extension Boards, Developing on BeagleBone Black, Some Notes on Hardware, Openness		CO2	DIoT – Chapter 5, Page 122
	18	2	Electric Imp, Developing on Electric Imp, Some Notes on Hardware, Openness		CO2	DIoT – Chapter 5, Page 130
	19	2	Viva/ Students' Activity on module 2		CO2	
	20	3	Preparation, Sketch, Iterate, and Explore, Nondigital Methods		CO3	DIoT – Chapter 6, Page 147
6	21	3	Laser Cutting, Choosing a Laser Cutter, Software, Hinges and Joints		CO3	DIoT – Chapter 6, Page 154

	22	3	3D Printing, Types of 3D Printing, Software, CNC Milling, Repurposing/Recycling		CO3		DIoT – Chapter 6, Page 161
	23	3	Getting Started with an API, Mashing Up APIs, Scraping		CO3		DIoT – Chapter 7, Page 173
	24	3	Legalities, Writing a New API, Clockodillo, Security		CO3		DIoT – Chapter 7, Page 176, 178
7	25	3	Implementing the API, Using Curl to Test		CO3		DIoT – Chapter 7, Page 183
	26	3	Going Further, Real-Time Reactions		CO3		DIoT – Chapter 7, Page 194
	27	3	Polling, Comet, Other Protocols		CO3		DIoT – Chapter 7, Page 199
	SS	3	MQ Telemetry Transport		CO3		DIoT – Chapter 7, Page 202
	28	3	Extensible Messaging and Presence Protocol, Constrained Application Protocol.		CO3		DIoT – Chapter 7, Page 203
8	29	3	Viva/ Students' Activity on module 3		CO3		
	30	4	Memory Management		CO4		DIoT – Chapter 8, Page 205
	SS	4	Types of Memory		CO4		DIoT – Chapter 8, Page 207
	31	4	Making the Most of Your RAM, Performance and Battery Life, Libraries, Debugging		CO4		DIoT – Chapter 8, Page 208
	32	4	A Short History of Business Models, Space and Time, From Craft to Mass Production, The Long Tail of the Internet, Learning from History		CO4		DIoT – Chapter 9, Page 227
9	33	4	The Business Model Canvas, Who Is the Business Model For?		CO4		DIoT – Chapter 9, Page 233
	34	4	Models, Make Thing, Sell Thing, Subscriptions, Customisation		CO4		DIoT – Chapter 9, Page 238
	35	4	Be a Key Resource, Provide Infrastructure: Sensor Networks, Take a Percentage		CO4		DIoT – Chapter 9, Page 240
	36	4	Funding an Internet of Things Startup, Hobby Projects and Open Source		CO4		DIoT – Chapter 9, Page 243
10	37	4	Venture Capital, Government Funding, Crowdfunding, Lean Startups		CO4		DIoT – Chapter 9, Page 245
	38	4	Viva/ Students' Activity on module 4		CO4		
	39	5	What Are You Producing? Designing Kits, Designing Printed circuit board		CO5		DIoT – Chapter 10,

								Page 255
	40	5	Software Choices, The Design Process, Manufacturing Printed Circuit Boards, Etching Boards		CO5			DIoT – Chapter 10, Page 265
11	41	5	Milling Boards, Assembly, Testing, Mass-Producing the Case and Other Fixtures		CO5			DIoT – Chapter 10, Page 270
	42	5	Certification, Costs, Scaling Up Software, Deployment		CO5			DIoT – Chapter 10, Page 282
	43	5	Correctness and Maintainability, Security, Performance, User Community		CO5			DIoT – Chapter 10, Page 285
	44	5	Characterizing the Internet of Things		CO5			DIoT – Chapter 11, Page 289
	SS	5	Privacy, Control		CO5			DIoT – Chapter 11, Page 295
12	45	5	Disrupting Control, Crowd-sourcing, Environment, Physical Thing		CO5			DIoT – Chapter 11, Page 298
	46	5	Electronics, Internet Service, Solutions		CO5			DIoT – Chapter 11, Page 304
	47	5	The Internet of Things as Part of the Solution, Cautious Optimism, The Open Internet of Things Definition		CO5			DIoT – Chapter 11, Page 305
	48	5	Viva/ Students' Activity on module 5		CO5			

6. Rubric for Grading and Marking of Term Work (inform students at the beginning of semester)

Lecture + Practical (% Attendance) & Marks	Assignments	Tutorial	Lab / Practical Performance	Lab Journal Assessment	Class Tests (Other than IA)	Other (1) Specify	Other (2) Specify	Total
	05							05

7. Assignments / Tutorials Details (must attach print out of all questions together with AAP)

Assignment No.	Title of the Assignments / Tutorials	CO Map	Assignments given to Students on	Date of Submission
1	Introduction to IoT, Design and Internet Principles	CO1	3 rd week	4 th week
2	Electronic Components for IoT	CO2	5 th week	6 th week
3	Prototyping for IoT – Physical Design	CO3	7 th week	8 th week
4	Techniques for writing embedded code, Business Models	CO4	9 th week	10 th week

5	Manufacturing & Ethics for IoT	CO5	11 th week	12 th week
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Analysis of Assignment / Tutorial Questions and Related Resources

Assignment No.	Week No.	Type* (√)			Module No.	Based on #			Question Type (√)	
		R	UQ	OBT		Textbook	Reference Book	Other Learning Resource	MU EQ	Thought Provoking
1	3	√			1	√	√		√	
2	5	√			2	√	√	√	√	√
3	7	√	√		3	√		√	√	√
4	9	√			4	√	√		√	√
5	11	√		√	5	√	√		√	

* Tick (√) the Type of the Assignment: Regular (R); Unannounced Quiz (UQ); Open Book Test for TY/SY/MASTERS (OBT)

Write number for Text book, reference book, other learning resource from this AAP – from Points 4.a to 4.d

8. Internal Assessment / Other Class Test / Open Book Test (OBT)/Take Home Test (THT) Details

Tests	Test Dates	Module No.	CO Map	IA Question Paper Pattern	Policy
1 st IA Test	7 th week	1 & 2	CO 1 & 2	Q1 – 05 Marks (module 1 & 2) Q2 – 05 Marks (module 1 & 2) Q3 – 10 Marks (module 1 & 2)	No IA Re-test IA is a Head of passing *
2 nd IA Test					
Pop Quiz	5 th week	2	CO2	10 MCQ's – 01 marks each	
Open Book Test	12 th week	5	CO5	4 questions – 05 marks	
Take Home Test	8 th week	3	CO3	10 MCQ's – 01 marks each	
Mobile Based App Quiz	4 th week	1	CO1	10 MCQ's – 01 marks each	
Minute Papers	10 th week	4	CO4	Topic based on Video	
Case Studies	9 th week	4	CO4	Student Discussion	

* IA failures will have to appear for re-test in next semester

9.a Practical Activities – Regular Experiments

Practical No.	Module No.	Title of the Regular Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1	2	Starting Raspbian OS, Familiarising with Raspberry Pi Components and interface, Connecting to ethernet, Monitor, USB.	Using Raspberry Pi	CO2	4
2	2	Displaying different LED patterns with Raspberry Pi.	LED components	CO2	4
3	2	Displaying Time over 4-Digit 7-Segment Display using Raspberry Pi	Time Display	CO2	4
4	2	Raspberry Pi Based Oscilloscope	Frequency Monitoring	CO2	4
5	2	Controlling Raspberry Pi with WhatsApp.	Internet with Mobile App	CO2	4
6	3	Fingerprint Sensor interfacing with Raspberry Pi	Security based Application	CO3	4
7	3	IoT based Web Controlled Home Automation using Raspberry Pi	Internet with Mobile App	CO3	4
8	3	Visitor Monitoring with Raspberry Pi and Pi Camera	Security based Application	CO3	4
9	3	Interfacing Raspberry Pi with RFID.	Security based Application	CO3	4
10	3	Raspberry Pi GPS Module Interfacing	Location based Application	CO3	4
11	3	Setting up Wireless Access Point using Raspberry Pi	Remote Access	CO3	4
12	3	Building Google Assistant with Raspberry Pi.	Controlling with Mobile	CO3	4
13	3	Installing Windows 10 IoT Core on Raspberry Pi	Other OS installation	CO3	4

9.b Practical Activities – Newly Added Experiments

Practical No.	Module No.	Title of the Newly Added Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1	2	LCD interfacing with Raspberry Pi	Working on smaller screen	CO2	4
2					

9.c Practical Activities – PBL Experiments

Practical No.	Module No.	Title of the PBL Experiments	Concepts to be highlighted	CO Map	Audit / Quality (0 to 4)
1	2	Home Automation with Multiple Devices	Using many devices for	CO2	4

			control		
2					

10. Beyond Syllabus Activities for Gap Mitigation

No.	Type of the Activity	Activities	Details – no of attendees, guest, feedback, mark sheet, report
1	Interaction with Outside World	Guest Lecture / Workshops	Yes
2		Industrial Visit	Yes, 3D Microsystem at Rabale Navi Mumbai
3	Test and Assessments	Class Tests – (other than IA)	Yes, Based on different conceptualisation and area.
4		Mini Projects	
5		Pop Quiz	Yes
6		Mobile App Based Quiz	Yes
7		Open Book Test	Yes
8		Take Home Test	Yes
9	Collaborative and Group Activity	Poster Presentation	
10		Minute Papers	Yes, Topic based on Video
11		Students Seminar	Yes, Internet Principles and Memory Management
12		Students Debates	
13		Panel Discussion / Mock GD	
14		Mock Interview	
15	Co-curricular Courses	MOOC-NPTEL/Coursera Videos	Yes
16		Value Added Courses	Yes (Using Raspberry Pi for developing various projects)
17		Lecture Capture Usage	

*** Do not delete any activity. Give details for planned events. Write 'NA' for activity Not Planned.**

Consolidated Academic Administration Plan Prepared by (mention all theory teaching faculty names with signature)

Mr. Umesh Koyande
Faculty 1 Name (Sign.)

Mr. Bhavesh Shah
Faculty 2 Name (Sign.)

Name
External Industry Mentor (Sign.)

Name
External Academic Mentor (Sign.)

Mr. Umesh Koyande
VSIT Cluster Mentor Name (Sign.)

Mr. Umesh Koyande
Head of Dept. (Sign.)

The academic resources available in VSIT –

VMIS (ERP)	V-Refer and V-Live	VSIT Library	VAC & MOOC Courses
Institute & Department Vision and Mission	Former IA question papers and solutions (prepared by faculty)	Former IA question papers solutions - hardcopy	Value Added Courses (VAC) are conducted throughout the semester & in the semester break - Enrol for the VACs
Program Educational Objectives (PEO)	MU end semester examination question papers and solutions (prepared by faculty)	MU end semester exam question paper & solutions - by faculty, hardcopy	
Program Specific Outcome (PSO)	Class notes and Digital Content for the subject (scanned / typed by faculty)	All text books, reference books, e -books mentioned in the syllabus & AAP	Online courses from NPTEL, Coursera etc. are pursued throughout the semester - Register for the course & get certified
Program Outcome (PO)	Comprehensive question bank, EQ, GQ, PPT, Class Test papers	Technical journals and magazines for reference	
Departmental Knowledge Map	Academic Administration Plan & Beyond Syllabus Activity report	VSIT library is member of IIT Bombay Library	Watch former lectures captured in LMS at VSIT

1.a Course Objectives (write in detail – follow NBA guideline in this regard)

Cognitive	What do you want students to know?	To realise the duties, tasks, and responsibilities of a linux system administrator
Affective	What do you want students to think / care about?	To think about how the various server configurations, scripting can be applied to various real-life scenarios
Behavioural	What do you want students to be able to do?	To intelligently carry out the role of a linux system administrator

1.b Course Outcome (CO) Statements and Module-Wise Mapping (follow NBA guideline)

CO No.	Statements	Related Module/s
CO1	Duties of System Administrator, Working on Command Line, Understanding system administrator tasks, managing software	Unit 1
CO2	Configuring and managing storage, connecting to network, working with users, groups and permissions	Unit 2
CO3	Securing server with iptables, setting up cryptographic services, configuring server for filesharing	Unit 3
CO4	Configuring DNS, DHCP, Mail Server, Apache	Unit 4
CO5	Bash shell scripting, high-availability clustering, setting up an installation server	Unit 5

1.c Mapping of COs with POs (mark S: Strong, M: Moderate, W: Weak, Dash ‘-’: not mapped)

	PO 1	PO 2	PO 3	PO 4	PO 5	PO 6	PO 7	PO 8	PO 9	PO 10	PO 11	PO 12
CO 1												
CO 2												
CO 3												
CO 4												

1.d Mapping of COs with PSOs (mark S: Strong, M: Moderate, W: Weak, Dash ‘-’:not mapped)

	PSO 1	PSO 2	PSO 3	PSO 4
CO 1				
CO 2				
CO 3				
CO 4				
CO 5				

1.e Teaching and Examination Scheme (As specified by the University) for the Course

Categories	Mathematics	Computing / IT / Electronics	Humanities & Soft Skill	Social Sciences	Commerce	Management	Multidisciplinary
Tick suitable category		√					

Subject Code	Subject Name	Teaching Scheme			Credits Assigned			
		Theory	Practical	Tutorial	Theory	TW/Practical	Tutorial	Total
USIT505	Linux System Administration	√	√	√	2	2	-	4

Subject Code	Subject Name	Examination Scheme							
		Theory Marks IA Test			TW (Class Participation)	End Sem. Exam Marks	Practical	Oral (Viva)	Total
		IA 1	IA 2	Average of IA1 and IA2					
USIT505	Linux System Administration	20	-	20	05	75	45	05	150

1.f Faculty-Wise Distribution of all Lecture-Practical-Tutorial Hours for the Course

Divisions	Lecture (Hrs.)	Practical (Hrs.)				Tutorial (Hrs.)			
		Batch 1	Batch 2	Batch 3	Batch 4	Batch 1	Batch 2	Batch 3	Batch 4
A	4	2	-	--	--	--	--	--	--
B	4	2	-	--	--	--	--	--	--

1.g Office Hours (Faculty will be available in office in this duration for solving students' query)

Division	Day	Time (at least 1 Hr. / Division)	Venue (Office Room No.)
A	Monday	1 Hr.	Staffroom
B	Tuesday	1 Hr.	Staffroom

2.a Syllabus: Module Wise Teaching Hours and % Weightage in University Question Paper

Module No.	Module Title and Brief Details	Teaching Hrs. for each module (No of Lect)	% Weightage in University Question Papers
1	Duties of System Administrator, Working on Command Line, Understanding system administrator tasks, managing software	10	20

2	Configuring and managing storage, connecting to network, working with users, groups and permissions	11	20
3	Securing server with iptables, setting up cryptographic services, configuring server for filesharing	09	20
4	Configuring DNS, DHCP, Mail Server, Apache	09	20
5	Bash shell scripting, high-availability clustering, setting up an installation server	09	20
*Lecture Count modified as per suggestions by Mentor		Total	48 hrs
			100%

2.b Prerequisite Courses

No.	Semester	Name of the Course	Topic/s
1	I	Operating Systems	Processes, Virtual Machines, Linux (Unit 5)
2	III	Computer Networks	Network Devices, Classful Addressing, IPv4 Addressing, NAT

2.c Relevance to Future Courses

No.	Semester	Name of the Course
1	T.Y.B.Sc.IT Sem-V and VI	Project

2.d Real Life Application Mapping – Mention Application from Very Common Day to Day Life

No.	Real Life Application Mapping with the Course
1	BSE has world's fastest trading system built with Red Hat solution
2	Automatic Ticket Vending Machines (ATVM) use Embedded Linux
3	IBM built Summit that identified and studied 77 small-molecule drug potential compounds to fight against the COVID-19 (new Coronavirus) runs on Red Hat Enterprise Linux

3. Past Results – Division-Wise and Topic-Wise Result Based Analysis

Details	Target - Nov 2020	Nov 2019	Nov 2018
Course Passing % – Average of 5 Divisions	85%	74.07%	92%
Marks Obtained by Course Topper (mark/100)	60/75	56/75	

Year	Division A		Division B		Division C		Division D		Division E	
	Initials of Teacher	% Result	Initials of Teacher	% Result	Initials of Teacher	% Result	Initials of Teacher	% Result	Initials of Teacher	% Result
Nov 2019	Prachi M	74.07	--	--	--	--	--	--	--	--
Nov 2018	Prachi M	92.00	--	--	--	--	--	--	--	--

Topics which affect results negatively	Module Number	Recommendations to overcome these issues & improve result in future
Server Configuration	IV	Implement and Remember

4 All the Learning Resources – Books and E-Resources

4.a List of Text Books (T – Symbol for Text Books) to be Referred by Students

Sr. No	Text Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Red Hat Enterprise Linux 6 Administration	Sander van Vugt	John Wiley and Sons	2013	1-5

4.b List of Reference Books (R – Symbol for Reference Books) to be Referred by Students

Sr. No	Reference Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Red hat Linux Networking and System Administration	Terry Collings and Kurt Wall	Wiley	3 rd	1-5
2	Linux Administration: A Beginner's Guide	Wale Soyinka	TMH	5 th	1-5

4.c List of E - Books (E – Symbol for E-Books) to be Referred by Students

Sr. No	E- Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Red Hat Enterprise Linux 6 Administration	Sander van Vugt	John Wiley and Sons	2013	1-5

4.d Web Links and Names of Magazines, Journals, E-journals – [VIT is member of IIT Bombay Library]

Refer online journals subscribed in VIT library. You can also access IIT Bombay online library for journals from IITB campus.

Sr. No.	Web-Links and Names of Journals and E-Journals Recommended to Students for this Course	Web-Links and Names of Magazines Recommended to Students for this Course	Module Nos.
1	Linux Journal http://www.linuxjournal.com	Linux Magazine http://linux-magazine.com	1-5
2	Linux Format http://linuxformat.com	Full Circle – The Independent Magazine for the Ubuntu Linux Community https://fullcirclemagazine.org/	1-5
3	Open Source For You http://opensourceforu.com	Linux Today https://www.linuxtoday.com/	1-5
4	Linux Voice http://linuxvoice.com	The PCLinuxOS Magazine http://pclosmag.com/index.html	1-5

4.e Module Best Available in - Tick the best resource [from 4.a to 4.d in this AAP] & give details

Module No.	Category (Please Tick Mark) - √					Available In VSIT Library?		Details of the Resource (i.e. Name, Chapter & Page No., etc.)	
	Book			Maga-zine	Journals		Y		N
	Text	Reference	E-Book		Regular	E-Journal			
1	√	√	√				Y		Ref 1: Pg 3-120
2	√	√	√				Y		Ref1: Pg 121-228
3	√	√	√				Y		Ref 1: Pg 269-312, 333-354
4	√	√	√				Y		Ref 1: Pg 355-384

5	√	√	√				Y		Ref 1: Pg 467-504, 529-576
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4.f Web Links for Online Notes/YouTube/VIT Digital Content/VIT Lecture Capture/NPTEL Videos

Students can view lectures by VIT professors, captured through LMS 'Lecture Capture' in VIT campus for previous years.

No.	Websites / Links	Module Nos.
1	The Linux Documentation Project http://tldp.org	1-5
2	Linux Programming and Scripting (Video) Archived with NPTEL https://nptel.ac.in/courses/117106113/	1-2
3	Linux Tutorial for Beginners: Learn Red Hat Linux and CentOS Free in English HD 1080p https://www.youtube.com/watch?v=D8x75-hgdeM	1-2
4	Understand the Basic Cluster Concepts https://www.youtube.com/watch?v=8BBDxzJL6fY&list=PLA5W_4p5cnRojlFwHO8GwR_7sk4a8jXz	5

4.g Recommended MOOC Courses like Coursera / NPTEL / MIT-OCW / edX etc.

Sr. No.	MOOC Course Link	Course conducted by – Person / University / Institute / Industry	Course Duration	Certificate (Y / N)
1	Linux Command Line Basics - Getting Started with the Shell https://in.udacity.com/course/linux-command-line-basics--ud595	Udacity	1 week	Y
2	Configuring Linux Web Servers - Your First Ubuntu Server https://in.udacity.com/course/configuring-linux-web-servers--ud299	Udacity	1 week	Y
3	The Unix Workbench https://www.coursera.org/learn/unix	Coursera	20 hrs	Paid Certificate

4.h Recommended Value Added Courses (VAC)

Sr. No.	Name of the Value Added Course	Conducted by – Person / Institute / Industry	Course Duration	Certificate (Y / N)
1	Introduction to Linux https://www.edx.org/course/introduction-linux-linuxfoundationx-lfs101x-1	LinuxFoundationX	8 weeks (40-60 hrs)	Paid Certificate
2	Fundamentals of Red Hat Enterprise Linux https://www.edx.org/course/fundamentals-red-hat-enterprise-linux-red-hat-rh066x	RedHat	9 weeks (40-60 hrs)	Paid Certificate

4.i Study Material Distributed among Students

Tick if distributed among students					
GQ	Notes	Digital Content	PPT	EQ (updated till the Last Exam)	Other (Write Details)
√	√	√	√	√	-

5. Consolidated Course Lesson Plan

	From (date/month/year)	To (date/month/year)	Total Number of Weeks
Semester Duration			12

Week No.	Lecture no.	Module No.	Lecture Topics / IA 1 and IA 2 / BSA planned to be covered	Actual date of Completion	CO	Recommended Prior Viewing / Reading	
						Lecture No. (on LMS)	Chapter No. / Page Nos./ Books/ Web Site
1	1	1	Introduction to Red Hat Enterprise Linux: Linux, Open Source and Red Hat, Origins of Linux, Distributions, Duties of Linux System Administrator, Command Line: Working with the Bash Shell, Getting the Best of Bash, Useful Bash Key Sequences, Working with Bash History		1		3-4, 41-45
	2		Performing Basic File System Management Tasks, Working with Directories, Piping and Redirection, Finding Files		1		45-66
	3		System Administration Tasks: Performing Job Management Tasks, System and Process Monitoring and Management,		1		69-72
	4		Managing Processes with ps, Sending Signals to Processes with the kill Command, Using top to Show Current System Activity, Managing Process Niceness, Scheduling Jobs		1		72-80
2	5		Mounting Devices, Working with Links, Creating Backups, Managing Printers		1		81-89
	6		Setting Up System Logging, Setting Up Rsyslog, Common Log Files, Setting Up Logrotate, Managing Software: Understanding RPM, Understanding Meta Package Handlers, Extracting Files from RPM Packages		1		89-96, 99-101
	7		Creating Your Own Repositories, Managing Repositories, Installing Software with Yum, Querying Software		1		103-118
	8		Viva and Assignment		1		
3	9		Viva and Assignment		1		
	10		Open Book Test on Unit 1				
	11	2	Configuring and Managing Storage: Understanding Partitions and Logical Volumes, Creating Partitions, Creating File Systems, File Systems Overview, Creating File Systems, Changing File System Properties, Checking the File System Integrity, Mounting File Systems Automatically Through fstab		2		121-139
	12		Working with Logical Volumes, Creating Logical Volumes, Resizing Logical Volumes, Working with Snapshots, Replacing Failing Storage Devices, Creating Swap Space, Working with Encrypted Volumes		2		139-154
4	13		Connecting to the Network: Understanding NetworkManager, Working with Services and Runlevels		2		155-158
	14		Configuring the Network with NetworkManager, Working with system-config-network, NetworkManager Configuration Files, Network Service Scripts, Networking from the Command Line, Troubleshooting Networking		2		158-172
	15		Setting Up IPv6, Configuring SSH, Enabling the SSH Server, Using the SSH Client, Using PuTTY on Windows Machines, Configuring Key-Based SSH Authentication, Using Graphical Applications with SSH, Using SSH Port Forwarding, Configuring VNC Server Access		2		173-184
	16		Working with Users, Groups, and Permissions: Managing Users and Groups, Commands for User Management, Managing Passwords, Modifying and Deleting User Accounts, Configuration Files, Creating Groups, Using Graphical Tools for User, and Group Management, Minute Paper		2		189-204
5	17		Using External Authentication Sources, the Authentication Process, sssd, nsswitch, Pluggable		2		203-219

			Authentication Modules, Managing Permissions, the Role of Ownership, Basic Permissions: Read, Write, and Execute, Advanced Permissions			
	18		Working with Access Control Lists, Setting Default Permissions with umask, Working with Attributes		2	220-227
	19		Viva and Assignment		2	
	20		Viva and Assignment		2	
	21	2	Class Test		2	
6	22	3	Securing Server with iptables: Understanding Firewalls, Setting Up a Firewall with system-config-firewall, Allowing Services, Trusted Interfaces, Masquerading		3	269-276
	23		Configuration Files, Setting Up a Firewall with iptables, Tables, Chains, and Rules, Composition of Rule, Configuration Example		3	277-287
	24		Advanced iptables Configuration, Configuring Logging, The Limit Module, Configuring NAT, Setting Up Cryptographic Services: Introducing SSL, Proof of Authenticity: the Certificate Authority, Managing Certificates with openssl		3	287-296
	25		Creating a Signing Request, Working with GNU Privacy Guard, Creating GPG Keys, Key Transfer, Managing GPG Keys, Encrypting Files with GPG, GPG Signing, Signing RPM Files		3	296-311
7	26		Configuring Server for File Sharing: What is NFS? Advantages and Disadvantages of NFS, Configuring NFS4, Setting Up NFSv4, Mounting an NFS Share, Making NFS Mounts Persistent, Configuring Automount		3	333-341
	27		Configuring Samba, Setting Up a Samba File Server, Samba Advanced Authentication Options, Accessing Samba Shares, Offering FTP Services		3	342-349
	28		Viva and Assignment		3	
	29		Viva and Assignment		3	
8	30		Class Test on Unit 3		3	
	31	4	Configuring DNS and DHCP: Introduction to DNS, The DNS Hierarchy, DNS Server Types, The DNS Lookup Process, DNS Zone Types, Setting Up a DNS Server, Setting Up a Cache-Only Name Server		4	355-360
	32		Setting Up a Primary Name Server, Setting Up a Secondary Name Server		4	361-369
	33		Understanding DHCP, Setting Up a DHCP Server, Setting Up a Mail Server: Using the Message Transfer Agent, the Mail Delivery Agent, the Mail User Agent		4	368-377
9	34		Setting Up Postfix as an SMTP Server, Working with Mutt, Basic Configuration, Internet Configuration, Configuring Dovecot for POP and IMAP		4	377-384
	35		Configuring Apache on Red Hat Enterprise Linux: Configuring the Apache Web Server, Creating a Basic Website, Understanding the Apache Configuration Files, Apache Log Files		4	385-393
	36		Working with Virtual Hosts, Securing the Web Server with TLS Certificates, Configuring Authentication		4	396-405
	37		Setting Up Authentication with .htpasswd, Configuring LDAP Authentication, Setting Up MySQL		4	405-409
10	38		Viva and Assignment		4	
	39		Viva and Assignment, Take Home Test on Unit 4		4	
	40	5	Introducing Bash Shell Scripting: Introduction, Elements of a Good Shell Script, Executing the Script, Working with Variables and Input, Understanding Variables, Variables, Subshells, and Sourcing, Working with Script Arguments		5	461-479
11	41	Asking for Input, Using Command Substitution, Substitution Operators, Changing Variable Content with Pattern Matching, Performing Calculations, Using Control Structures, Using if...then...else, Using case, Using while, Using until, Using for		5	480-502	

	42		Configuring booting with GRUB		5		507-515
	43		High-Availability Clustering: High-Availability Clustering, The Workings of High Availability, High-Availability Requirements, Red Hat High-Availability Add-on Software, Components, Configuring Cluster-Based Services, Setting Up Bonding, Setting Up Shared Storage		5		529-537
		44		Installing the Red Hat High Availability Add-On, Building the Initial State of the Cluster, Configuring Additional Cluster Properties		5	
12	45		Configuring a Quorum Disk, Setting Up Fencing, Creating Resources and Services, Troubleshooting a Nonoperational Cluster, Configuring GFS2 File Systems, Pop Quiz on Clustering		5		549-560
	46		Setting Up an Installation Server: Configuring a Network Server as an Installation Server, Setting Up a TFTP and DHCP Server for PXE Boot, Creating the TFTP PXE Server Content, Creating a Kickstart File, Using a Kickstart File to Perform an Automated, Installation, Modifying the Kickstart File with, system-config-kickstart, Making Manual Modifications to the Kickstart File, Mobile App Based Quiz on Installation server		5		561-574
	47		Viva and Assignment		5		
	48		Viva and Assignment		5		

6. Rubric for Grading and Marking of Term Work (inform students at the beginning of semester)

Lecture + Practical (% Attendance) & Marks	Assignments	Tutorial	Lab / Practical Performance	Lab Journal Assessment	Class Tests (Other than IA)	Class participation	Other (2) Specify	Total
-	05	-	40	05+05	-	-	20(IA)	75

7. Assignments / Tutorials Details (must attach print out of all questions together with AAP)

Assignment No.	Title of the Assignments / Tutorials	CO Map	Assignments given to Students on	Date of Submission
1	Duties of System Administrator, Working on Command Line, Understanding system administrator tasks, managing software	1	Week 2 nd - 3 rd	Week 2 nd - 3 rd
2	Configuring and managing storage, connecting to network, working with users, groups and permissions	2	Week 5 th	Week 5 th
3	Securing server with iptables, setting up cryptographic services, configuring server for filesharing	3	Week 7 th – 8 th	Week 7 th – 8 th
4	Configuring DNS, DHCP, Mail Server, Apache	4	Week 10 th	Week 10 th
5	Bash shell scripting, high-availability clustering, setting up an installation server	5	Week 12 th	Week 12 th

Analysis of Assignment / Tutorial Questions and Related Resources

Assignment	Week No.	Type* (√)	Module No.	Based on #	Question Type (√)
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		R	UQ	OBT		Text Book	Reference Book	Other Learning Resource	MU EQ	Thought Provoking
1	2 - 3	√			1		√		1	√
2	5	√			2		√		2	√
3	7 – 8	√			3		√		3	√
4	10	√			4		√		4	√
5	12	√			5		√		5	√

* Tick (√) the Type of the Assignment: Regular (R); Unannounced Quiz (UQ) ; Open Book Test for TY/SY/MASTERS (OBT)

Write number for Text book, reference book, other learning resource from this AAP – from Points 4.a to 4.d

8. Internal Assessment / Other Class Test / Open Book Test (OBT)/Take Home Test (THT) Details

Tests	Test Dates	Module No.	CO Map	IA Question Paper Pattern	Policy
1 st IA Test	8 th Week	1,2	1,2	Q1 – 05 Marks Q2 – 05 Marks Q3 – 10 Marks	No IA Re-test
2 nd IA Test	-	-	-		IA is a Head of passing *
Pop Quiz	11 th Week	5	5		
Open Book Test	3 rd Week	1	1		
Take Home Test	10 th Week	4	4		
Class Test	6 th Week	2	2		
	8 th Week	3	3		

* IA failures will have to appear for re-test in next semester

9.a Practical Activities – Regular Experiments

Practical No.	Module No.	Title of the Regular Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1	1	Installation of RHEL 6.X Graphical User Interface and Command Line Interface and Processes	Installation, GUI, CLI, various commands	1	4
2	2	Storage Devices and Links, Backup and Repository	Partitioning, links, mounting, backup, recovery	2	4
3	2	Working with RPMs Storage and Networking	Installing packages, static and dynamic addresses	2	4
4	2	Working with Users, Groups, and Permissions	User administration	2	4
5	3	Firewall and Cryptographic services	Designing a firewall, encrypting / decrypting files	3	4
6	3	Configuring Server for File Sharing	FTP server setup	3	4

7	4	DNS, DHCP and Mail Server	DNS, DHCP, Sendmail setup	4	4
8	4	Web Server	Apache setup, own webpage, virtual hosts	4	4
9	5	Shell Scripts and High-Availability Clustering	Shell scripts for various administrative tasks, clustering	5	4
10	5	Setting Up an Installation Server	Network boot server	5	4

9.b Practical Activities – Newly Added Experiments

Practical No.	Module No.	Title of the Newly Added Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1	1	Linux Commands (Basic) using CLI	Navigation commands, Directory & File Creation commands	1	4
2	5	Shell Scripting (Basic)	Loop constructs, conditional statements, case statement	5	4

9.c Practical Activities – PBL Experiments

Practical No.	Module No.	Title of the PBL Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1	2	Creating partitions, logical volumes, resizing logical volumes	primary and logical partition size, size of logical volumes	2	4

10 Beyond Syllabus Activities for Gap Mitigation

No.	Type of the Activity	Activities	Details – no of attendees, guest, feedback, mark sheet, report
1	Interaction with Outside World	Guest Lecture / Workshops	Yes
2		Industrial Visit	No
3	Test and Assessments	Class Tests – (other than IA)	Yes (Lecture 21- Unit 2, Lecture 30 - Units 3)
4		Mini Projects	NA
5		Pop Quiz	Yes (Lecture no 45, Unit 5 - Clustering)
6		Mobile App Based Quiz	Yes (Lecture no 46 Unit 5 – Installation Server)
7		Open Book Test	Yes (Lecture no 10, Unit 1)
8		Take Home Test	Yes (Lecture no 39, Unit 4)
9	Collaborative and Group Activity	Poster Presentation	Yes
10		Minute Papers	Yes (Lecture 16, Unit 2 – User Mgmt)
11		Students Seminar	NA
12		Students Debates	Yes (Linux Vs Other Operating Systems)
13		Panel Discussion / Mock GD	NA

14		Mock Interview	NA
15	Co-curricular Courses	MOOC-NPTEL/Coursera Videos	Yes
16		Value Added Courses	Yes
17		Lecture Capture Usage	NA

*** Do not delete any activity. Give details for planned events. Write 'NA' for activity Not Planned.**

Consolidated Academic Administration Plan Prepared by (mention all theory teaching faculty names with signature)

Ms. Prachi Mahajan
Faculty 1 Name (Sign.)

External Industry Mentor (Sign.)

External Academic Mentor (Sign.)

VSIT Cluster Mentor Name (Sign.)

Head of Dept. (Sign.)

Version 2020-2

The academic resources available in VSIT –

VMIS (ERP)	V-Refer and V-Live	VSIT Library	VAC & MOOC Courses
Institute & Department Vision and Mission	Former IA question papers and solutions (prepared by faculty)	Former IA question papers solutions - hardcopy	Value Added Courses (VAC) are conducted throughout the semester & in the semester break - Enrol for the VACs
Program Educational Objectives (PEO)	MU end semester examination question papers and solutions (prepared by faculty)	MU end semester exam question paper & solutions - by faculty, hardcopy	
Program Specific Outcome (PSO)	Class notes and Digital Content for the subject (scanned / typed by faculty)	All text books, reference books, e -books mentioned in the syllabus & AAP	Online courses from NPTEL, Coursera etc. are pursued throughout the semester - Register for the course & get certified
Program Outcome (PO)	Comprehensive question bank, EQ, GQ, PPT, Class Test papers	Technical journals and magazines for reference	
Departmental Knowledge Map	Academic Administration Plan & Beyond Syllabus Activity report	VSIT library is member of IIT Bombay Library	Watch former lectures captured in LMS at VSIT

1.a Course Objectives (write in detail – follow NBA guideline in this regard)

Cognitive	What do you want students to know?	To understand the concept and challenges of big data To introduce the tools required to manage and analyze big data.
Affective	What do you want students to think / care about?	To create unstructured data using JSON format and implement CRUD operations on it using MongoDB. To apply various animations using jquery.
Behavioural	What do you want students to be able to do?	To do effective analysis of unstructured data using MongoDB. To enhance Web Page appearance using jQuery.

1.b Course Outcome (CO) Statements and Module-Wise Mapping (follow NBA guideline)

CO No.	Statements	Related Module/s
CO1	To understand Big Data concept and applications. To understand role of MongoDB as NoSQL database.	Unit 1
CO2	To create and parse unstructured data.	Unit 5
CO3	To apply different CRUD operations to analyse unstructured data.	Unit 2
CO4	To administrate MongoDB deployment efficiently.	Unit 3
CO5	To design a web page with interactive effects.	Unit 4

1.c Mapping of COs with POs (mark S: Strong, M: Moderate, W: Weak, Dash '-': not mapped)

	PO 1	PO 2	PO 3	PO 4	PO 5	PO 6	PO 7	PO 8	PO 9	PO 10	PO 11	PO 12
CO 1												
CO 2												
CO 3												
CO 4												
CO 5												

1.d Mapping of COs with PSOs (mark S: Strong, M: Moderate, W: Weak, Dash '-':not mapped)

	PSO 1	PSO 2	PSO 3	PSO 4
CO 1				
CO 2				
CO 3				
CO 4				
CO 5				

1.e Teaching and Examination Scheme (As specified by the University) for the Course

Categories	Mathematics	Computing / IT / Electronics	Humanities & Soft Skill	Social Sciences	Commerce	Management	Multidisciplinary
Tick suitable category		✓					

Subject Code	Subject Name	Teaching Scheme			Credits Assigned			
		Theory	Practical	Tutorial	Theory	TW/Practical	Tutorial	Total
USIT507	Next Generation Technologies	75	50	--	2	2	--	4

Subject Code	Subject Name	Examination Scheme							
		Theory Marks IA Test			End Sem. Exam Marks	TW	Practical	Oral	Total
		IA 1	IA 2	Average of IA1 and IA2					
USIT507	Next Generation Technologies	20	05	25	75		50		150

1.f Faculty-Wise Distribution of all Lecture-Practical-Tutorial Hours for the Course

Divisions	Lecture (Hrs.)	Practical (Hrs.)				Tutorial (Hrs.)			
		Batch 1	Batch 2	Batch 3	Batch 4	Batch 1	Batch 2	Batch 3	Batch 4
A	4	2	2	NA	NA	N.A.	N.A.	N.A.	N.A.
B	4	2	2	NA	NA	N.A.	N.A.	N.A.	N.A.
C	4	2	2	NA	NA	N.A.	N.A.	N.A.	N.A.
D	4	2	2	NA	NA	N.A.	N.A.	N.A.	N.A.
E	4	2	2	NA	NA	N.A.	N.A.	N.A.	N.A.

1.g Office Hours (Faculty will be available in office in this duration for solving students' query)

Division	Day	Time (at least 1 Hr. / Division)	Venue (Office Room No.)
A	Monday	2:30 pm to 3:30 pm	Reading Room
B	Monday	2:30 pm to 3:30 pm	Reading Room
C	Tuesday	2:30 pm to 3:30 pm	Reading Room
D	Tuesday	2:30 pm to 3:30 pm	Reading Room
E	Wednesday	2:30 pm to 3:30 pm	Reading Room

2.a Syllabus: Module Wise Teaching Hours and % Weightage in University Question Paper

Module No.	Module Title and Brief Details	Teaching Hrs. for each module (No of Lec.)	% Weightage in University Question Papers
1	Big Data, NoSQL and Introducing MongoDB	7	20
2	The MongoDB Data Model, Using MongoDB Shell, MongoDB Architecture	16	20
3	MongoDB Storage Engine, MongoDB Use Cases, MongoDB Limitations ,MongoDB Best Practices:	8	20
4	The End of Disk? SSD and In-Memory Databases, jQuery	9	20
5	JSON	8	20
* Insert rows for more modules in the Course		Total	
		48	100

2.b Prerequisite Courses

No.	Semester	Name of the Course	Topic/s
1	2	Web Programming	HTML tags, Cookie, PHP
2	3	DBMS	SQL queries
3	3	Python	Function, Exception Handling
4	4	Core Java	Class, objects, Exception Handling

2.c Relevance to Future Courses

No.	Semester	Name of the Course
1	5	Business Intelligence
2	5 & 6	Project

2.d Real Life Application Mapping – Mention Application from Very Common Day to Day Life

No.	Real Life Application Mapping with the Course
-----	---

1	Aadhar has used MongoDB as one of its databases to store this huge amount of data
2	eBay: number of projects running on mongo db for search suggestions, metadata storage, cloud management and merchandizing categorization.
3	Shutterfly is a popular internet-based photo sharing and personal publishing company that manages a store of more than 6 billion images using MongoDB
4	MetLife uses MongoDB for "The Wall", an innovative customer service application that provides a consolidated view of MetLife customers profile.
5	EA access is an online gaming service that is using MongoDB database for its game "FIFA Online"

3. Past Results – Division-Wise and Topic-Wise Result Based Analysis

Details	Target -Nov 2020	Nov 2019	Nov 2018	Nov 2017
Course Passing % – Average of 3 Divisions	90	84.85	NA	NA
Marks Obtained by Course Topper (mark/100)	90	90	NA	NA

Year	Division A		Division B		Division C		Division D	
	Initials of Teacher	% Result	Initials of Teacher	% Result	Initials of Teacher	% Result	Initials of Teacher	% Result
NOV 2019	SB	94.23	SM	89.29	SB	77.42	SM	80.33
Nov 2018								
Nov 2017								

Topics which affect results negatively	Module Number	Recommendations to overcome these issues & improve result in future
jQuery	4	Exploring the topic by video lectures and by giving more examples. Starting the topic in the beginning.
Sharding & Replication	3	Explaining with the help of practical demonstration.

4 All the Learning Resources – Books and E-Resources

4.a List of Text Books (T – Symbol for Text Books) to be Referred by Students

Sr. No	Text Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Practical MongoDB	Shakuntala Gupta Edward Navin Sabharwal	Apress		Unit 1,2,3
2	Beginning jQuery	Jack Franklin Russ Ferguson	Apress	Second	Unit 4
3	Next Generation Databases	Guy Harrison	Apress		Unit 1,2,3
4	Beginning JSON	Ben Smith	Apress		Unit 5

4.b List of Reference Books (R – Symbol for Reference Books) to be Referred by Students

Sr. No	Reference Book Titles	Author/s	Publisher	Edition	Module Nos.
1.	MongoDB Basics	Eelco Plugge, Peter Membrey, David Hows	Apress	First	1,2,3

2.	MongoDB definitive guide	Kristina chodorow	O'REILLY	second	1,2,3
3.	Data Modeling for MongoDB	Steve Hoberman	Technics Publications,LLC	First	2
4.	Web Development with jQuery	Richard York	John Wiley & Sons, Inc		4

4.c List of E - Books (E – Symbol for E-Books) to be Referred by Students

Sr. No	E- Book Titles	Author/s	Publisher	Edition	Module Nos.
1	MongoDB Cookbook	Cyrus Dasadia, Amol Nayak	PACKT	Second	1 , 2, 3
2	JavaScript JSON CookBook	Ray Rischpater	PACKT	First	5

4.d Web Links and Names of Magazines, Journals, E-journals – [VIT is member of IIT Bombay Library]

Refer online journals subscribed in VIT library. You can also access IIT Bombay online library for journals from IITB campus.

Sr. No	Web-Links and Names of Journals and E-Journals Recommended to Students for this Course	Web-Links and Names of Magazines Recommended to Students for this Course	Module Nos.
1	International Journal of Enterprise Computing and Business Systems http://www.ijecbs.com/July2013/2.pdf	Oracle Magazine https://blogs.oracle.com/oraclemagazine/working-with-json-arrays-in-plsql	1,2,3,5
2	SAGE https://journals.sagepub.com/home/bds		1,2,3

4.e Module Best Available in - Tick the best resource [from 4.a to 4.d in this AAP] & give details

Module No.	Category (Please Tick Mark) - √						Available In VSIT Library?		Details of the Resource (i.e. Name, Chapter & Page No., etc.)
	Book			Maga-zine	Journals		Y	N	
	Text	Reference	E-Book		Regular	E-Journal			
1	✓								Practical MongoDB Shakuntala Gupta Edward, Navin Sabharwal Apress Chapter 1,2,3 Pg no 19-45
2	✓								Practical MongoDB Shakuntala Gupta Edward, Navin Sabharwal Apress Chapter 4,6,7 Pg no 46-156
3	✓								Practical MongoDB Shakuntala Gupta Edward, Navin Sabharwal Apress Chapter 8,10-12 Pg no159-240
4	✓								Beginning jQuery Jack Franklin Russ Ferguson Apress Second Chapter 2-11 Pg no 17-153

5	✓								Beginning JSON Ben Smith Apress Chapter 4-7 Pg no 55-102
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4.f Web Links for Online Notes/YouTube/VSIT Digital Content/VIT Lecture Capture/NPTEL Videos

Students can view lectures by VSIT professors, captured through LMS 'Lecture Capture' in VIT campus for previous years.

No.	Websites / Links	Module Nos.
1	MongoDB Introduction https://www.youtube.com/watch?v=pWbMrx5rVBE	Unit 2
2	MongoDB for Beginners https://www.youtube.com/watch?v=gmlm7W1PZMA	Unit 2
3	Understanding MongoDB Architecture https://www.youtube.com/watch?v=1Pn8K6IDjO4	Unit 3
4	Exploring the replication and sharding in MongoDB https://www.youtube.com/watch?v=oH-gQ4JdXQc	Unit 3
5	JSON Tutorial - Javascript Object Notation https://www.youtube.com/watch?v=HHMj9NHC6Tc&list=PLf0Kt0-zrJjGsMUnaM3yghnN8HFBo9sQx	Unit 5
6	JavaScript & jQuery Tutorial for Beginners https://www.youtube.com/watch?v=VRnQOcVclS8	Unit 4

4.g Recommended MOOC Courses like Coursera / NPTEL / MIT-OCW / edX etc.

Sr. No.	MOOC Course Link	Course conducted by – Person / University / Institute / Industry	Course Duration	Certificate (Y / N)
1	Projects in MongoDB - Learn MongoDB Building Projects https://www.udemy.com/course/projects-in-mongodb/	Udemy.com	12 hrs	Y
2	JavaScript, jQuery, and JSON https://www.classcentral.com/course/javascript-jquery-json-9568	https://www.coursera.org/	40 hrs	Y

4.h Recommended Value Added Courses (VAC)

Sr. No.	Name of the Value Added Course	Conducted by – Person / Institute / Industry	Course Duration	Certificate (Y / N)
1	MongoDB Cloud and Administration		30hrs	Y

4.i Study Material Distributed among Students

Tick if distributed among students					
GQ	Notes	Digital Content	PPT	EQ (updated till the Last Exam)	Other (Write Details)
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	

5. Consolidated Course Lesson Plan

	From (date/month/year)	To (date/month/year)	Total Number of Weeks
Semester Duration	/06/2020		

Week	Lecture no.	Module No.	Lecture Topics / IA 1 and IA 2 / BSA planned to be covered	Video Lecture Allocation	Actual date of Completion	COs	Recommended Prior Viewing / Reading	
							Lecture No. (on LMS)	Chapter No. / Page Nos./ Books/ Web Site
1	1	4	jQuery: Introduction, Traversing the DOM	Seema M		5		Reference 2/2/17
	2	4	DOM Manipulation with jQuery & Events	Spruha M		5		Reference 2/4/47
	3	4	Ajax with jQuery, jQuery Image Slider	Seema M		5		Reference 2/8/113
		4	jQuery Plug-ins			5		Reference 2/9/127
	4	4	jQuery Image Slider Viva/ Students' Activity on unit 4 - jQuery,	Spruha M		5		Reference 2/11/153
2	5	4	Viva/ Students' Activity on unit 4 - jQuery,			4		
	6	1	Big Data: Getting Started, Big Data, Facts About Big Data, Big Data Sources, Three Vs of Big Data, Volume, Variety, Velocity,	Seema M		1		Reference 1/1/1
	7	1	Usage of Big Data, Visibility, Discover and Analyze Information, Segmentation and Customizations, Aiding Decision Making, Innovation, Big Data Challenges, Policies and Procedures, Access to Data, Technology and Techniques,	Spruha M		1		Reference 1/1/9
	8	1	NoSQL: SQL, NoSQL, Definition, ACID vs. BASE, CAP Theorem (Brewer's Theorem)	Seema M		1		Reference 1/2/13
3	9	1	The BASE theorem, NoSQL Advantages and Disadvantages SQL vs. NoSQL Databases	Spruha M		1		Reference 1/2/16
	10	1	Introducing MongoDB: History, MongoDB Design Philosophy, Speed, Scalability, and Agility, Non-Relational Approach, JSON-Based Document Store, Performance vs. Features, Running the Database Anywhere, SQL Comparison	Seema M		1		Reference 1/3/25
		1	Legacy Systems and Big Data, Structure of Big Data, Data Storage, Data Processing,			1		Reference 1/1/10
		1	Big Data Technologies, A Brief History of NoSQL			1		Reference 1/1/11
	11	1	Categories of NoSQL Databases , Viva/ Students' Activity on unit 1	Spruha M		1		Reference 1/2/22
	12	1	Viva/ Students' Activity on unit 1			1		

4	13	5	JSON: Introduction, JSON Grammar, JSON Values, JSON Tokens, Syntax	Seema M		2		Reference 4/4/55
	14	5	JSON vs XML, Data Types, Objects- Creating & Accessing	Spruha M		2		Reference 4/5/67
	15	5	Objects-Updating & looping, nested objects, Arrays--Creating & Accessing	Seema M		2		Reference 4/5/71 www.w3schools.com
	16	5	Creating JSON,JSON Object, Parsing JSON	Spruha M		2		Reference 4/6/88
5	17	5	Persisting JSON, Data Interchange	Seema M		2		Reference 4/7/102
	18	5	JSON PHP	Spruha M		2		www.w3schools.com
		5	Arrays--Updating & Nesting			2		www.w3schools.com
		5	JSON HTML			2		www.w3schools.com
	19	5	JSONP, Viva/ Students' Activity on unit 5	Seema M		2		www.w3schools.com
	20	5	Viva/ Students' Activity on unit 5			2		
6	21	2	The MongoDB Data Model: The Data Model,JSON and BSON,The Identifier (_id),Capped Collection,Polymorphic Schemas, Object- Oriented Programming,Schema Evolution			3		Reference 1/4/29
	22	2	Using MongoDB Shell:Basic Querying,Create and Insert,Explicitly Creating Collections,Inserting Documents Using Loop,Inserting by Explicitly Specifying _id			3		Reference 1/6/53
	23	2	Update,Delete,Read			3		Reference 1/6/61
	24	2	Read, Using Indexes			3		Reference 1/6/67
7	25	2	Stepping Beyond the Basics,Using Conditional Operators, Regular Expressions			3		Reference 1/6/78
	26	2	MapReduce, aggregate()			3		Reference 1/6/82
	27	2	Designing an Application's Data Model, Relational Data Modeling and Normalization, MongoDB Document			3		Reference 1/6/84

			Data Model Approach					
	28	2	MongoDB Architecture:Core Processes,mongod,mongo,mongos,MongoDB Tools,Standalone Deployment			3		Reference 1/7/95
8	29	2	Replication, Replica Set			3		Reference 1/7/97
	30	2	Replica Set- Data Replication Process			3		Reference 1/7/103
	31	2	Implementing Advanced Clustering with Replica Sets,Sharding			3		Reference 1/7/115
	32	2	Sharding Components ,Data Distribution Process, Data Balancing Process			3		Reference 1/7/125
9	33	2	Operations, Implementing Sharding			3		Reference 1/7/133
	34	2	Points to Remember When Importing Data in a ShardedEnvironment, Monitoring for Sharding,Monitoring the Config Servers,			3		Reference 1/7/151
		2	Controlling Collection Distribution (Tag-Based Sharding)			3		Reference 1/7/142
		2	Production Cluster Architecture, Scenario 3,Scenario 4			3		Reference 1/7/155
	35	2	Production Cluster Architecture,Scenario 1 , Scenario 2 Viva/ Students' Activity on unit 2			3		Reference 1/7/153
	36	2	Viva/ Students' Activity on unit 2			3		
10	37	3	MongoDB Storage Engine: Data Storage Engine, Data File (Relevant for MMAPv1), Namespace (.ns File), Data File (Relevant for WiredTiger)			4		Reference 1/8/159
	38	3	GridFS – The MongoDB File System, The Rationale of GridFS, GridFSunder the Hood, Using GridFS			4		Reference 1/8/178
	39	3	Indexing, Types of Indexes, Behaviors and Limitations			4		Reference 1/8/183
	40	3	MongoDB Use Cases: Use Case 1 - Performance Monitoring, Schema Design, Operations, Sharding, Managing the Data			4		Reference 1/10/213
11	41	3	MongoDB Limitations: MongoDB Space Is Too Large (Applicable for MMAPv1), Memory Issues (Applicable for Storage Engine MMAPv1), 32-bit			4		Reference 1/11/227

			vs. 64-bit, BSON Documents, Namespaces Limits,					
	42	3	MongoDB Best Practices: Deployment, Hardware Suggestions from the MongoDB Site, Few Points to be Noted, Coding, Application Response Time Optimization, Data Safety,			4		Reference 1/12/233
		3	MongoDB Limitations: Indexes Limit, Capped Collections Limit , Sharding Limitations, Security Limitations Use Case 2 – Social Networking, Schema Design, Operations, Sharding			4		Reference 1/11/229 Reference 1/10/220
		3	MongoDB Best Practices: Administration, Replication Lag, Sharding, Monitoring			4		Reference 1/12/240
	43	3	MongoDB Not Applicable Range, Viva/ Students' Activity on unit 3			4		Reference 1/11/232
	44	3	Viva/ Students' Activity on unit 3			4		
12	45	4	The End of Disk? SSD and In-Memory Databases: The End of Disk?, Solid State Disk, The Economics of Disk, SSD-Enabled Databases, In-Memory Databases			4		Reference 3/7/87
	46	4	TimesTen, Redis, SAP HANA,			4		Reference 3/7/92
	47	4	Berkeley Analytics Data Stack and Spark Spark Architecture			4		Reference 3/7/99
		4	VoltDB, Oracle 12c "in-Memory Database			4		Reference 3/7/97
	48	4	Viva/ Students' Activity on unit 4 Comparative study on various In-Memory Database Architectures.			4		

6. Rubric for Grading and Marking of Term Work (inform students at the beginning of semester)

Lecture + Practical (% Attendance) & Marks	Assignments	Tutorial	Lab / Practical Performance	Lab Journal Assessment	Class Tests (Other than IA)	Other (1) specify	Other (2) specify	Total
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	5		40	5+5		20(IA)		75
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7. Assignments / Tutorials Details (must attach print out of all questions together with AAP)

Assignment No.	Title of the Assignments / Tutorials	CO Map	Assignments given to Students on	Date of Submission
1	jQuery	5	2 rd week	2 rd week
2	Big data ,NoSQL and MongoDB	1	4 th week	5 th week
3	JSON	2	6 th week	7 th week
4	Monga DB data model ,shell and architecture	3	9 th week	10 th week
5	Mongo DB storage engine ,Usecases and limitation	4	10 th week	11 th week
6	In-Memory Databases	4	12 th week	12 th week

Analysis of Assignment / Tutorial Questions and Related Resources

Assignment No.	Week No.	Type* (√)			Module No.	Based on #			Question Type (√)	
		R	UQ	OBT		Text Book	Reference Book	Other Learning Resource	MU EQ	Thought Provoking
1	2	√	√		4	√			3	1
2	4	√			1	√			3	1
3	6	√	√		5	√			3	1
4	9	√		√	2	√			2	2
5	10	√			3	√			2	2

* Tick (√) the Type of the Assignment: Regular (R); Unannounced Quiz (UQ) ; Open Book Test for TY/SY/MASTERS (OBT)

Write number for Text book, reference book, other learning resource from this AAP – from Points 4.a to 4.d

8. Internal Assessment / Other Class Test / Open Book Test (OBT)/Take Home Test (THT) Details

Tests	Test Dates	Module No.	CO Map	IA Question Paper Pattern	Policy
1 st IA Test	8 th week	4,1,5	4,1,2	Q1 – 10 Marks Q2 – 10 Marks Q3 – 10 Marks Q4 – 10 Marks	No IA Re-test
2 nd IA Test					IA is a Head of passing *
Pop Quiz	4 th week, 10 th week	1,3	2,,4		
Open Book Test	9 th week	2	3		
Take Home Test	12 th week	4	4		
Class tests / prelims	5 th week	4,,1	5,1		
Class tests / prelims					
Any other test/exams					

* IA failures will have to appear for re-test in next semester

9.a Practical Activities – Regular Experiments

Practical No.	Module No.	Title of the Regular Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1	1	Programs on Basic jQuery a jQuery Basic, jQuery Events b jQuery Selectors, jQuery Hide and Show effects c jQuery fading effects, jQuery Sliding effects	Basic jQuery	C05	4
2	1	jQuery Advanced a jQuery Animation effects, jQuery Chaining b jQuery Callback, jQuery Get and Set Contents c jQuery Insert Content, jQuery Remove Elements and Attribute	jQuery Advanced	C05	4
3	2	JSON a Creating JSON b Parsing JSON	JSON	C02	4

4	2	<p>Create a JSON file and import it to MongoDB</p> <p>a Export MongoDB to JSON.</p> <p>b Write a MongoDB query to delete JSON object from MongoDB</p>	JSON file	C02	4
5	2	<p>MongoDB Basics</p> <p>a Write a MongoDB query to create and drop database.</p> <p>b Write a MongoDB query to create, display and drop collection</p> <p>c Write a MongoDB query to insert, query, update and delete a document.</p>	MongoDB Basics	C03	4
6	2	<p>Simple Queries with MongoDB</p>	CRUD operations	C03	4
7	2	<p>Implementing Aggregation</p> <p>a Write a MongoDB query to use sum, avg, min and max expression.</p> <p>b Write a MongoDB query to use push and add ToSet expression.</p> <p>c Write a MongoDB query to use first and last expression.</p>	Implementing Aggregation	C03	4
8	4	<p>Replication, Backup and Restore</p> <p>a Write a MongoDB query to create Replica of existing database.</p> <p>b Write a MongoDB query to create a backup of existing database.</p> <p>c Write a MongoDB query to restore database from the backup.</p>	Replication, Backup and Restore	C04	4
9	4	<p>Java and MongoDB</p> <p>a Connecting Java with MongoDB and inserting, retrieving, updating and deleting.</p>	Java and MongoDB	C04	4
10	5	<p>PHP and MongoDB</p> <p>a Connecting PHP with MongoDB and inserting, retrieving, updating and deleting.</p>	PHP and MongoDB	C04	4
11	5	<p>Python and MongoDB</p> <p>a Connecting Python with MongoDB and inserting,</p>	Python and MongoDB	C04	4

		retrieving, updating and deleting.			
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9.b Practical Activities – Newly Added Experiments

Practical No.	Module No.	Title of the Newly Added Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1	C01	Analysis of Sales Data using TABLEAU	Big data	C01	

9.c Practical Activities – PBL Experiments

Practical No.	Module No.	Title of the PBL Experiments	Concepts to be highlighted	CO Map	Audit / Quality (0 to 4)
1	2	Write a Mongo DB query to analyse restaurant data.	MongoDB Advanced Queries	C03	

10. Beyond Syllabus Activities for Gap Mitigation

No.	Type of the Activity	Activities	Details – no of attendees, guest, feedback, mark sheet, report
1	Interaction with Outside World	Guest Lecture / Workshops	Yes
2		Industrial Visit	No
3	Test and Assessments	Class Tests – (other than IA)	Yes
4		Mini Projects (Case Study)	No
5		Pop Quiz	Yes
6		Mobile App Based Quiz	
7		Open Book Test	Yes
8		Take Home Test	Yes
9	Collaborative and Group Activity	Poster Presentation	Yes
10		Minute Papers	-
11		Students Seminar	-
12		Students Debates	-
13		Panel Discussion / Mock GD	-

14		Mock Interview	
15	Co-curricular Courses	MOOC-NPTEL/Coursera Videos	Yes
16		Value Added Courses	
17		Lecture Capture Usage	-

*** Do not delete any activity. Give details for planned events. Write 'NA' for activity Not Planned.**

Consolidated Academic Administration Plan Prepared by (mention all theory teaching faculty names with signature)

Ms. Seema Murkar

(Sign.)

Ms. Spruha More

(Sign.)

External Industry Mentor (Sign.)

External Academic Mentor (Sign.)

VSIT Cluster Mentor Name (Sign.)

Head of Dept. (Sign.)

Version 2020-21

The academic resources available in VSIT –

VMIS (ERP)	V-Refer and V-Live	VSIT Library	VAC & MOOC Courses
Institute & Department Vision and Mission	Former IA question papers and solutions (prepared by faculty)	Former IA question papers solutions - hardcopy	Value Added Courses (VAC) are conducted throughout the semester & in the semester break - Enrol for the VACs
Program Educational Objectives (PEO)	MU end semester examination question papers and solutions (prepared by faculty)	MU end semester exam question paper & solutions - by faculty, hardcopy	
Program Specific Outcome (PSO)	Class notes and Digital Content for the subject (scanned / typed by faculty)	All text books, reference books, e -books mentioned in the syllabus & AAP	Online courses from NPTEL, Coursera etc. are pursued throughout the semester - Register for the course & get certified
Program Outcome (PO)	Comprehensive question bank, EQ, GQ, PPT, Class Test papers	Technical journals and magazines for reference	
Departmental Knowledge Map	Academic Administration Plan & Beyond Syllabus Activity report	VSIT library is member of IIT Bombay Library	Watch former lectures captured in LMS at VSIT

1.a Course Objectives (write in detail – follow NAAC guideline in this regard)

Cognitive	What do you want students to know?	To understand the draw backs of traditional project management methods. To understand the principles of modern software project management. To understand the model based software architectures.
Affective	What do you want students to think / care about?	To think and analyse how the steps learnt can be implemented for various software projects To analyze and improve software economics.
Behavioural	What do you want students to be able to do?	To create the design, track the software projects using various UML Diagram Tools. To show how to reduce rework, labour-intensiveness, expenditure and produce a project within schedule.

1.b Course Outcome (CO) Statements and Module-Wise Mapping (follow NBA guideline)

CO No.	Statements	Related Module/s
CO1	To understand Project Management life cycle. To know the various steps in Programme Management and Project Planning.	1
CO2	To calculate the Software Effort Estimation.	2
CO3	To do Project Planning and Risk assessment	3
CO4	To think and analyse how Monitoring and Control can be implemented for various software projects.	4
CO5	To realize the importance of Working in Teams.	5

1.c Mapping of COs with POs (mark S: Strong, M: Moderate, W: Weak, Dash '-': not mapped)

	PO 1	PO 2	PO 3	PO 4	PO 5	PO 6	PO 7	PO 8	PO 9	PO 10	PO 11	PO 12
CO 1												
CO 2												
CO 3												
CO 4												
CO 5												

1.d Mapping of COs with PSOs (mark S: Strong, M: Moderate, W: Weak, Dash '-':not mapped)

	PSO 1	PSO 2	PSO 3	PSO 4
CO 1				
CO 2				
CO 3				
CO 4				
CO 5				

1.e Teaching and Examination Scheme (As specified by the University) for the Course

Categories	Mathematics	Computing / IT / Electronics	Humanities & Soft Skill	Social Sciences	Commerce	Management	Multidisciplinary
Tick suitable category		√					

Subject Code	Subject Name	Teaching Scheme			Credits Assigned			
		Theory	Practical	Tutorial	Theory	TW/Practical	Tutorial	Total
USIT 501	Software Project Management	75	-	-	2	-	-	2

Subject Code	Subject Name	Examination Scheme							
		Theory Marks IA Test			End Sem. Exam Marks	TW	Practical	Oral	Total
		IA 1	IA 2	Sum of IA1 and IA2					
USIT 501	Software Project Management	20	-	20	75	05	-	-	100

1.f Faculty-Wise Distribution of all Lecture-Practical-Tutorial Hours for the Course

Divisions	Lecture (Hrs.)	Practical (Hrs.)		Tutorial (Hrs.)	
		Batch 1	Batch 2	Batch 1	Batch 2
A	4.00	N.A.	N.A.	N.A.	N.A.
B	4.00	N.A.	N.A.	N.A.	N.A.

C	4.00	N.A.	N.A.	N.A.	N.A.
D	4.00	N.A.	N.A.	N.A.	N.A.
E	4.00	N.A.	N.A.	N.A.	N.A.

1.g Office Hours (Faculty will be available in office in this duration for solving students' query)

Division	Day	Time (at least 1 Hr. / Division)	Venue (Office Room No.)
A	Monday	2:30 pm to 3:30 pm	Reading Room
B	Tuesday	2:30 pm to 3:30 pm	Reading Room
C	Wednesday	2:30 pm to 3:30 pm	Reading Room
D	Thursday	2:30 pm to 3:30 pm	Reading Room
E	Friday	2:30 pm to 3:30 pm	Reading Room

2.a Syllabus : Module Wise Teaching Hours and % Weightage in University Question Paper

Module No.	Module Title and Brief Details	Teaching Hrs. for each module (No of Lec.)	% Weightage in University Question Papers
1	Introduction to Software Project Management, Project Evaluation and Programme Management, An Overview of Project Planning	13 lectures x60min	20
2	Selection of an Appropriate Project Approach, Software Effort Estimation	10 lectures x60min	20
3	Activity Planning, Risk Management, Resource Allocation	10 lectures x60min	20
4	Monitoring and Control, Managing Contracts, Managing People in Software Environments	08 lectures x60min	20
5	Working in Teams, Software Quality, Project Closeout	07 lectures x60min	20
* Insert rows for more modules in the Course Total		48 lectures x60min	100

2.b Prerequisite Courses

No.	Semester	Name of the Course	Topic/s
1	IV	Software Engineering	SDLC Models, Cost Estimation, Risk analysis and assessment

2.c Relevance to Future Courses

No.	Semester	Name of the Course
1	VI	Software Quality Assurance

2	V, VI	Project For TY B. Sc. IT
3	Part 1, Sem 1	Advanced Software Testing
4	Part 2, Sem 4	Project for MSc IT

2.d Real Life Application Mapping – Mention Application from Very Common Day to Day Life

No.	Real Life Application Mapping with the Course
1	Software projects in all domains
2	Project management software that allows you to map out the entire life of a project - Zoho Projects
3	functions of a project management software – Team book
4	Collaborating with team members – Wrike
5	Project schedule can deviate from the original plan midway to execution – Liquid Planner

3. Past Results – Division-Wise and Topic-Wise Result Based Analysis – (New Subject)

Details	Target - Nov 2020	Nov 2019	Nov 2018	Nov 2017
Course Passing % – Average of 5 Divisions	95%	86.05%	95%	NA
Marks Obtained by Course Topper (mark/100)	85		83	NA

Year	Division A		Division B		Division C		Division D		Division E		Division F	
	Initials of Teacher	% Result	Initials of Teacher	% Result	Initials of Teacher	% Result	Initials of Teacher	% Result	Initials of Teacher	% Result	Initials of Teacher	% Result
May 2019	PSM	96%	UMS	93%	PSM	79%	UMS	80%	PSM	82%	NA	NA
May 2018	PSM	100%	UMS	91.2%	PSM	92%	UMS	86.8%	PSM	96%	NA	NA
May 2017	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA

Topics which affect results negatively	Module Number	Recommendations to overcome these issues & improve result in future
Formulating a Network Model	3	Practice for formulating a Network Model
Adding the Time Dimension, The Forward Pass, Backward Pass,	3	Solve the exercise given in text book for practice
Selection of an Appropriate Project Approach, Software Effort Estimation	2	Solve the previous question paper

4 All the Learning Resources – Books and E-Resources

4.a List of Text Books (T – Symbol for Text Books) to be Referred by Students

Sr. No	Text Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Project Management and Tools & Technologies An overview	Shailesh Mehta	SPD	1st	1, 3

4.b List of Reference Books (R – Symbol for Reference Books) to be Referred by Students

Sr. No	Reference Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Software Project Management	Bob Hughes, Mike Cotterell, Rajib Mall	MGH	6 th	1 to 5
2	Software Project Management	Walker Royce	Pearson Education	2005	1, 3, 4
3	Software Engineering	Roger Pressman	McGraw Hill	2009	1, 2
4	Software Project Management	Joel Henry	Pearson	1 st , 2004	1, 2, 4
5	Software Engineering	Ian Sommerville	Pearson	8th	2,4,5
6	An Integrated Approach To Software Engineering	Pankaj Jalote	Narosa	2009	1, 2, 3
7	Object Oriented Modelling And Design	James Rumbaugh	PHI	2009	For project
8	Object Oriented Systems Development using Unified Modelling Language	Ali Bahrami	McGraw Hill	2009	For project

4.c List of E - Books (E – Symbol for E-Books) to be Referred by Students

Sr. No	E- Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Applied Software Project Management	Jennifer Greene, Andrew Stellman	OREILLY	1 st	2
2	IT Project Governance	Magnus Mahrng	EFI at SSE2002	2002	ALL
3	Project Management Handbook	Wouter Baars	projectmanagement-training.net 2006	2006	ALL
4	A Project Management Primer	Nick Jenkins		2006	1, 2
5					

4.d Web Links and Names of Magazines, Journals, E-journals

Refer online journals subscribed in VIT library. You can also access IIT Bombay online library for journals from IITB campus.

Sr. No	Web-Links and Names of Journals and E-Journals Recommended to Students for this Course	Web-Links and Names of Magazines Recommended to Students for this Course	Module Nos.
1	International Journal of Project Management https://www.journals.elsevier.com/international-journal-of-project-management	Methods & Tools www.methodsandtools.com Software Development Magazine: Software Testing, Project Management, Agile, Scrum, Kanban, Requirements, Programming, Java, databases, business analysis, DevOps	Unit 1, 3

2	Sage: Project Management Journal https://journals.sagepub.com/home/pmx	AIPM - Project Manager Magazine www.aipm.com.au	Unit 1, 2
3	Project Management Journal https://www.pmi.org/learning/publications/project-management-journal	PM Today https://www.pmtoday.co.uk/	3
4	The Journal of Modern Project Management https://www.journalmodernpm.com	The Project Magazine http://www.projectmagazine.com/	3
5	International Journal of Software Engineering and Knowledge Engineering https://www.worldscientific.com/worldscinet/ijseke	PM Tools weblink https://www.pmi.org/learning/tools-templates	Unit 2
6	Software Project Management Challenges http://globalbizresearch.org/files/kf528_irrempradip-peter-dey_muzibul-khan_mohammad-amin_bhaskar-raj-sinha_hassan-badkoobehi-385113.pdf	Atlassian https://www.atlassian.com/software/jira/enterprise	

4.e

Module Best Available in - Tick the best resource [from 4.a to 4.d in this AAP] & give details

Module No.	Category (Please Tick Mark) - √						Available In VIT Library?		Details of the Resource (i.e. Name, Chapter & Page No., etc.)
	Book			Magazine	Journals		Y	N	
	Text	Reference	E-Book		Regular	E-Journal			
1	√	√	√	√		√		Ref. Book 1 - Chapter – 1,2,3	
2	√	√	√	√		√		Ref. Book 1 - Chapter – 4,5	
3		√	√	√		√		Ref. Book 1 - Chapter – 6,7, 8	
4		√	√		√		√	Ref. Book 1 - Chapter – 9,10, 11	
5		√	√				√	Ref. Book 1 - Chapter – 12, 13,14	

4.f

Web Links for Online Notes/YouTube/VSIT Digital Content/VSIT Lecture Capture/NPTEL Videos

Students can view lectures by VIT professors, captured through LMS 'Lecture Capture' in VIT campus for previous years.

No.	Websites / Links	Module Nos.
1	Video on 'A course in software project management – part #1 - YouTube https://www.youtube.com/watch?v=M-ROc1JKIRU	1
2	Project Evaluation https://www.youtube.com/watch?v=TTUjPZlh2Ak	2
2	Video on 'Iterative and Incremental Model' https://www.youtube.com/watch?v=9sGTrWjFpvl	2, 3

3	Software Cost Estimation https://www.youtube.com/watch?v=g2ciEJeE5N0	3
4	Managing Contract https://www.youtube.com/watch?v=QIVkl7SwvzE	4
5	Managing People in Software Management https://www.youtube.com/watch?v=5BbFM4nqvxl	4
5	Working in Team 3 https://www.youtube.com/watch?v=kYjqtLCNgSA	5

4.g

Recommended MOOC Courses like Coursera / NPTEL / MIT-OCW / edX etc.

Sr. No.	MOOC Course Link	Course conducted by – Person / University / Institute / Industry	Course Duration	Certificate (Y / N)
1	Introduction to Project Management https://www.udemy.com/project-management/	Udemy	3 hrs	Y
2	Introduction to Project Management	edX in co-ordination with The University of Adelaide	6 weeks (self paced)	Certificate Chargeable
3	Project Management: The Closing Phase https://www.udemy.com/project-management-improve-project-manager-skills/	Udemy	0.5 hrs	Y

3333

4.h

Recommended Value Added Courses (VAC)

Sr. No.	Name of the Value Added Course	Conducted by – Person / Institute / Industry	Course Duration	Certificate (Y / N)
1	Web Link for Information: https://www.pmi.org/ Project Management Professional	Project Management Institute	35 hrs	Y (Paid+Exam)
2	Certified Associate in Project Management, CAPM certification guide: Certified Associate in Project Management exam"	Project Management Institute	23 hrs	Y (Paid+Exam)

4.i

Study Material Distributed among Students

Tick if distributed among students					
GQ	Notes	Digital Content	PPT	EQ (updated till the Last Exam)	Other (Write Details)
√	√	√	√	√	

5.

Consolidated Course Lesson Plan

	From (date/month/year)	From (date/month/year)	Total Number of Weeks
Semester Duration	Jun-2020	Oct-2020	15

Week	Lecture no.	Module No.	Lecture Topics / IA 1 and IA 2 / BSA planned to be covered	Actual date of Completion	Cos	Recommended Prior Viewing / Reading	
						Lecture No. (on LMS)	Chapter No. / Page Nos./ Books/ Web Site
1	1.	1	Introduction to Software Project Management: Introduction, Why is Software Project Management Important? What is a Project?		1		1
	2.		Software Projects versus Other Types of Project, Contract Management and Technical Project Management, Activities Covered by Software		1		1
	3.		Project Management, Plans, Methods and Methodologies, Some Ways of Categorizing Software Projects, Project Charter, Stakeholders,		1		1
	4.		Setting Objectives, The Business Case, Project Success and Failure, What is Management? Management Control, Project Management Life Cycle,		1		1
		SS	Traditional versus Modern Project Management Practices.		1		1
2	5.		Project Evaluation and Programme Management: Introduction, Business Case, Project Portfolio Management,		1		2
	6.		Evaluation of Individual Projects, Cost benefit Evaluation Techniques, Risk Evaluation, Programme Management,		1		2
		SS	Managing the Allocation of Resources within Programmes, Strategic Programme Management, Creating a Programme,		1		2
	7.		Aids to Programme Management, Some Reservations about Programme Management, Benefits Management.		1		2
	8.		An Overview of Project Planning : Introduction to Step Wise Project Planning, Step 0: Select Project,		1		3
3	9.		Step 1: Identify Project Scope and Objectives, Step 2: Identify Project Infrastructure, Step 3: Analyse Project Characteristics,		1		3
	10.		Step 4: Identify Project Products and Activities, Step 5: Estimate Effort for Each Activity, Step 6: Identify Activity Risks,		1		3
	11.		Step 7: Allocate Resources, Step 8: Review/Publicize Plan, Steps 9 and 10: Execute Plan/Lower Levels of Planning		1		3
	12.		Viva/ Students' Activity on Unit I, Pop Quiz		1		1, 2, 3

4	13.		Viva/ Students' Activity on Unit I		1		1, 2, 3
	14.	2	Selection of an Appropriate Project Approach: Introduction, Build or Buy? Choosing Methodologies and Technologies,		2		4
		SS	Software Processes and Process Models, Choice of Process Models, Structure versus Speed of Delivery,		2		4
		SS	The Waterfall Model, The Spiral Model, Software Prototyping, Other Ways of Categorizing Prototypes, Incremental Delivery,		2		4
	15.		Atern/Dynamic Systems Development Method, Rapid Application Development, Agile Methods, Extreme Programming (XP), Scrum,		2		4
	16.		Lean Software Development, Managing Iterative Processes, Selecting the Most Appropriate Process Model.		2		4
5	17.		Software Effort Estimation: Introduction, Where are the Estimates Done?		2		5
		SS	Problems with Over- and Under-Estimates, The Basis for Software Estimating,		2		5
	18.		Software Effort Estimation Techniques, Bottomup Estimating, The Top-down Approach and Parametric Models,		2		5
	19.		Expert Judgement, Estimating by Analogy, Albrecht Function Point, Analysis, Function Points Mark II,		2		5
	20.		COSMIC Full Function Points, COCOMO II: A Parametric Productivity Model, Cost Estimation,		2		5
6	21.		Staffing Pattern, Effect of Schedule Compression, Capers Jones Estimating Rules of Thumb, Minute Paper		2		5
	22.		Viva/ Students' Activity on Unit II, Pop Quiz		2		4, 5
	23.		Viva/ Students' Activity on Unit II, Class Test		2		4, 5
	24.	3	Activity Planning: Introduction, Objectives of Activity Planning, When to Plan,		3		6
7	25.		Project Schedules, Projects and Activities, Sequencing and Scheduling Activities, Network Planning Models,		3		6
	26.		Formulating a Network Model, Adding the Time Dimension, The Forward Pass, Backward Pass, Identifying the Critical Path, Activity Float,		3		6

	27.		Shortening the Project Duration, Identifying Critical Activities, Activity-on-Arrow Networks.		3		6
	28.		Risk Management: Introduction, Risk, Categories of Risk, Risk Management Approaches,		3		7
		SS	A Framework for Dealing with Risk, Risk Identification, Risk Assessment, Risk Planning, Risk Management, Measures,		3		7
8	29.		Applying the PERT Technique, Monte Carlo Simulation, Critical Chain Concepts.		3		7
	30.		Resource Allocation: Introduction, Nature of Resources, Identifying Resource Requirements,		3		8
	31.		Scheduling Resources, Creating Critical Paths, Counting the Cost, Being Specific,		3		8
		SS	Publishing the Resource Schedule, Cost Schedules, Scheduling Sequence.		3		8
	32.		Viva/ Students' Activity on Unit III, Pop Quiz		3		6, 7, 8
9	33.		Viva/ Students' Activity on Unit III, Take home test		3		6, 7, 8
	34.	4	Monitoring and Control: Introduction, Creating the Framework, Collecting the Data,		4		9
	35.		Review, Visualizing Progress, Cost Monitoring, Earned Value Analysis, Prioritizing Monitoring,		4		9
		SS	Getting the Project Back to Target, Change Control, Software Configuration Management (SCM).		4		9
	36.		Managing Contracts: Introduction, Types of Contract, Stages in Contract Placement,		4		10
10	37.		Typical Terms of a Contract, Contract Management, Acceptance.		4		10
	38.		Managing People in Software Environments: Introduction, Understanding Behaviour, Organizational Behaviour: A Background,		4		11
	39.		Selecting the Right Person for the Job, Instruction in the Best Methods, Motivation, The Oldham Hackman Job Characteristics Model,		4		11
		SS	Stress, Stress Management, Health and Safety, Some Ethical and Professional Concerns.		4		11

	40.		Viva/ Students' Activity on Unit IV, Pop Quiz		4		9, 10, 11
11	41.		Viva/ Students' Activity on Unit IV		4		9, 10, 11
	42.	5	Working in Teams: Introduction, Becoming a Team, Decision Making,		5		12
	43.		Organization and Team Structures, Coordination Dependencies, Dispersed and Virtual Teams, Communication Genres,		5		12
		SS	Communication Plans, Leadership.		5		12
	44.		Software Quality : Introduction, The Place of Software Quality in Project Planning, Importance of Software Quality,		5		13
12	45.		Defining Software Quality, Software Quality Models, ISO 9126, Product and Process Metrics,		5		13
		SS	Product versus Process Quality Management, Quality Management Systems, Process Capability Models,		5		13
		SS	Techniques to Help Enhance Software Quality, Testing, Software Reliability, Quality Plans.		5		13
	46.		Project Closeout: Introduction, Reasons for Project Closure, Project Closure Process, Performing a Financial Closure, Project Closeout Report.		5		14
	47.		Viva/ Students' Activity on Unit V		5		12, 13, 14
	48.		Viva/ Students' Activity on Unit V, Revision		5		12, 13, 14

6. Rubric for Grading and Marking of Term Work (inform students at the beginning of semester)

Lecture + Practical (% Attendance) & Marks	Assignments	Tutorial	Lab / Practical Performance	Lab Journal Assessment	Class Tests (Other than IA)	Other (1) specify	Other (2) specify	Total
75% Attendance	5				20			25

7. Assignments / Tutorials Details (must attach print out of all questions together with AAP)

Assignment No.	Title of the Assignments / Tutorials	CO Map	Assignments given to Students on	Date of Submission
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1	Introduction to Software Project Management, Project Evaluation and Programme Management, An Overview of Project Planning	1	3rd Week	3rd Week
2	Selection of an Appropriate Project Approach, Software Effort Estimation	2	6 th Week	6 th Week
3	Activity Planning, Risk Management, Resource Allocation	3	8 th week	8 th week
4	Monitoring and Control, Managing Contracts, Managing People in Software Environments	4	10 th Week	10 th Week
5	Working in Teams, Software Quality, Project Closeout	5	12 th Week	12 th Week

Analysis of Assignment / Tutorial Questions and Related Resources

Assignment No.	Week No.	Type* (√)			Module No.	Based on #			Question Type (√)	
		R	UQ	OBT		Text Book	Reference Book	Other Learning Resource	MU EQ	Thought Provoking
1	3	√	√		1	1	1		7	1
2	6	√	√	√	2	1	1		6	2
3	8	√	√	√	3		1		6	2
4	10	√	√		4		1		6	2
5	12	√	√		5		1		7	1

* Tick (√) the Type of the Assignment: Regular (R); Unannounced Quiz (UQ) ; Open Book Test for TY/SY/MASTERS (OBT)

Write number for Text book, reference book, other learning resource from this AAP – from Points 4.a to 4.d

8. Internal Assessment / Other Class Test / Open Book Test (OBT)/Take Home Test (THT) Details

Tests	Test Dates	Module No.	CO Map	IA Question Paper Pattern	Policy
1 st IA Test		1, 2	CO1, 2	Q1 – MCQ - 10 Marks Q2 – 1 numerical 5 Marks Q3 – 1 numerical 5 Marks 20 marks each for IA 1 & 2	No IA Re-test
2 nd IA Test					IA is a Head of passing *
Pop Quiz		1, 2, 3, 4, 5	CO1- 5		
Open Book Test		Unit 3, 4, 5	CO3 - 5		
Take Home Test					

Practical Prelims	End of Semester				
Class tests / prelims					
Any other test/exams					

*** IA failures will have to appear for re-test in next semester**

9.a Practical Activities – Regular Experiments

Practical No.	Module No.	Title of the Regular Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1					
2					
3					
4					
5					
6					
7					
8					
9					

9.b Practical Activities – Newly Added Experiments

Practical No.	Module No.	Title of the Newly Added Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1					
2					

9.c Practical Activities – PBL Experiments

Practical No.	Module No.	Title of the PBL Experiments	Concepts to be highlighted	CO Map	Audit / Quality (0 to 4)
1	2	Cost Estimation of the project Using Function Point Analysis (FPA)	Cost Estimation	2	
2	2	Cost Estimation of the project Using COCOMO Model II	Cost Estimation	2	

10. Beyond Syllabus Activities for Gap Mitigation

No.	Type of the Activity	Activities	Details – no of attendees, guest, feedback, mark sheet, report
1	Interaction with Outside World	Guest Lecture / Workshops	Yes
2		Industrial Visit	No
3	Test and Assessments	Class Tests – (other than IA)	Yes
4		Mini Projects	
5		Pop Quiz	Yes
6		Mobile App Based Quiz	
7		Open Book Test	Yes
8		Take Home Test	Yes
9	Collaborative and Group Activity	Poster Presentation	Yes
10		Minute Papers	Yes
11		Students Seminar	Yes
12		Students Debates	
13		Panel Discussion / Mock GD	
14		Mock Interview	
15	Co-curricular Courses	MOOC-NPTEL/Coursera Videos	Yes
16		Value Added Courses	Yes
17		Lecture Capture Usage	

*** Do not delete any activity. Give details for planned events. Write 'NA' for activity Not Planned.**

Consolidated Academic Administration Plan Prepared by (mention all theory teaching faculty names with signature)

Pushpa Mahapatro
(Sign.)

Ujwala Sav
(Sign.)

External Industry Mentor (Sign.)

External Academic Mentor (Sign.)

VSIT Cluster Mentor Name (Sign.)

Head of Dept. (Sign.)

The academic resources available in VSIT –

VMIS (ERP)	V-Refer and V-Live	VSIT Library	VAC & MOOC Courses
Institute & Department Vision and Mission	Former IA question papers and solutions (prepared by faculty)	Former IA question papers solutions - hardcopy	Value Added Courses (VAC) are conducted throughout the semester & in the semester break - Enrol for the VACs
Program Educational Objectives (PEO)	MU end semester examination question papers and solutions (prepared by faculty)	MU end semester exam question paper & solutions - by faculty, hardcopy	
Program Specific Outcome (PSO)	Class notes and Digital Content for the subject (scanned / typed by faculty)	All text books, reference books, e -books mentioned in the syllabus & AAP	Online courses from NPTEL, Coursera etc. are pursued throughout the semester - Register for the course & get certified
Program Outcome (PO)	Comprehensive question bank, EQ, GQ, PPT, Class Test papers	Technical journals and magazines for reference	
Departmental Knowledge Map	Academic Administration Plan & Beyond Syllabus Activity report	VSIT library is member of IIT Bombay Library	Watch former lectures captured in LMS at VSIT

1.a Course Objectives (write in detail – follow NBA guideline in this regard)

Cognitive	What do you want students to know?	Students will learn the history, importance and working of foreign exchange market.
Affective	What do you want students to think / care about?	Students will be able to integrate theoretical knowledge with quantitative and qualitative evidence to explain and learn foreign exchange market
Behavioural	What do you want students to be able to do?	Students will understand international banking operations in practical and elaboratively.

1.b Course Outcome (CO) Statements and Module-Wise Mapping (follow NBA guideline)

CO No.	Statements	Related Module/s
CO1	Students will understand the fundamentals of International Finance	Unit 1
CO2	Gain knowledge on International Capital Market	Unit 2
CO3	Students will be able to convert Foreign Exchange Rate	Unit 3
CO4	Students will understand the instruments of Risk Management	Unit 4
CO5	Understand International Banking and Operation	Unit 5

1.c Mapping of COs with POs (mark S: Strong, M: Moderate, W: Weak, Dash '-': not mapped)

	PO 1	PO 2	PO 3	PO 4	PO 5	PO 6	PO 7	PO 8	PO 9	PO 10	PO 11	PO 12
CO 1	Strong	Strong	Strong	Strong								
CO 2	Strong	Strong	Strong	Strong								
CO 3	Strong	Strong	Strong	Strong								
CO 4	Strong	Strong	Strong	Strong								
CO 5	Strong	Strong	Strong	Strong								

1.d Mapping of COs with PSOs (mark S: Strong, M: Moderate, W: Weak, Dash '-':not mapped)

	PSO 1	PSO 2	PSO 3	PSO 4
CO 1				
CO 2				
CO 3				
CO 4				
CO 5				

1.e Teaching and Examination Scheme (As specified by the University) for the Course

Categories	Mathematics	Computing / IT / Electronics	Humanities & Soft Skill	Social Sciences	Commerce	Management	Multidisciplinary
Tick suitable category					✓		

Subject Code	Subject Name	Teaching Scheme			Credits Assigned			
		Theory	Practical	Tutorial	Theory	TW/Practical	Tutorial	Total
VSIT 403	International Banking and Finance	75	--	--	3	-	-	3

Subject Code	Subject Name	Examination Scheme							
		Theory Marks IA Test			End Sem. Exam Marks	TW	Practical	Oral	Total
		IA 1	IA 2	SUM of IA1 and IA2					
VSIT 403	International Banking and Finance	20	5	25	75	-	-	-	100

1.f Faculty-Wise Distribution of all Lecture-Practical-Tutorial Hours for the Course

Divisions	Lecture (Hrs.)	Practical (Hrs.)				Tutorial (Hrs.)			
		Batch 1	Batch 2	Batch 3	Batch 4	Batch 1	Batch 2	Batch 3	Batch 4
A	3	-	-	-	=	-	-	-	-

1.g Office Hours (Faculty will be available in office in this duration for solving students' query)

Division	Day	Time (at least 1 Hr. / Division)	Venue (Office Room No.)
A	Monday	12.30 pm to 1.30 pm	Staff Room
B			
C			

2.a Syllabus : Module Wise Teaching Hours and % Weightage in University Question Paper

Module No.	Module Title and Brief Details	Teaching Hrs. for each module	% Weightage in University Question Papers
1	Fundamentals of International Finance	10	12.50%
2	International Capital Market	10	12.50%
3	Foreign Exchange Rate Conversion	10	12.50%
4	Risk Management	10	12.50%
5	International Banking and Operation	10	12.50%
* Insert rows for more modules in the Course		Total	100

2.b Prerequisite Courses

No.	Semester	Name of the Course	Topic/s
1	SYBBI	Business Economics	
2			
3			

2.c Relevance to Future Courses

No.	Semester	Name of the Course
1	VI	BBI
2	I	MMS, MBA, M.Com
3		

2.d Real Life Application Mapping – Mention Application from Very Common Day to Day Life

No.	Real Life Application Mapping with the Course
1	How buying and selling of Foreign Currency takes place.
2	
3	

3. Past Results – Division-Wise and Topic-Wise Result Based Analysis

Details	Target – March 2020	March 2019	Target – March 2018	March- 2017	March- 2016
Course Passing % – Average of 3 Divisions	100%	100%	92%	90.87	85.58
Marks Obtained by Course Topper (mark/100)	95%	93.75%	82	79	85

	Division A		Division B		Division C	
Year	Initials of Teacher	% Result	Initials of Teacher	% Result	Initials of Teacher	% Result
March-2019	VRG	93.75%	NA		NA	
March-2018		92%				
March-2017		90.87%				

Topics which affect results negatively	Module Number	Recommendations to overcome these issues & improve result in future
Communication Strategy	4	Assignments and class test

4 All the Learning Resources – Books and E-Resources

4.a List of Text Books (T – Symbol for Text Books) to be Referred by Students

Sr. No	Text Book Titles	Author/s	Publisher	Edition	Module Nos.
1	International Finance – A Business Perspective, New Delhi,;	Apte P.G.	TATA McGraw Hill , McGraw Hill Education	2 edition, July 2017.	All
2	international Financial Management-	Bhalla .V.K.	S.Chand Publishing,		
3	International Banking Operations- IIBF-		MacMillan Publishers, 2007		
4					
5					
6					

4.b List of Reference Books (R – Symbol for Reference Books) to be Referred by Students

Sr. No	Reference Book Titles	Author/s	Publisher	Edition	Module Nos.
1	International Finance	Avdhani	S. Chand		All

2	International Banking Legal and Regulatory Aspects	- IIBF	MacMillan Publishers, 2007		All
3	International Financial Management	P G Apte	Mc Graw Hill		
4	International Finance	Maurice D Levi	Routledg		
5					
6					

4.c List of E - Books (E – Symbol for E-Books) to be Referred by Students

Sr. No	E- Book Titles	Author/s	Publisher	Edition	Module Nos.
1	https://www.kobo.com/ww/en/ebook/international-finance-9 International Finance	G.Shailaja			
2	https://bookden.in/products/macmillan-book-risk-management Risk Management	IIBF	Macmilan		
3	International Finace System Policy & Regulations	Rose P Buckley & Wolter Kluwer			
4					

4.d Web Links and Names of Magazines, Journals, E-journals – [VIT is member of IIT Bombay Library]

Refer online journals subscribed in VIT library. You can also access IIT Bombay online library for journals from IITB campus.

Sr. No.	Web-Links and Names of Journals and E-Journals Recommended to Students for this Course	Web-Links and Names of Magazines Recommended to Students for this Course	Module Nos.
1	http://www.sciencepublishinggroup.com/journal/index?journalid=393 International Journal of Banking and Finance Research		
2	https://www.inderscience.com/jhome.php?jcode=ijbaaf International Journal of Banking, Accounting and Finance		
3			
4			
5			
6			

4.e Module Best Available in - Tick the best resource [from 4.a to 4.d in this AAP] & give details

Module No.	Category (Please Tick Mark) - √						Available In VIT Library?		Details of the Resource (i.e. Name, Chapter & Page No., etc.)
	Book			Magazine	Journals		Y	N	
	Text	Reference	E-Book		Regular	E-Journal			
1		✓	✓				Y		All
2		✓	✓				Y		All
3		✓	✓				Y		All
4		✓	✓				Y		All

4.f Web Links for Online Notes/YouTube/VIT Digital Content/VIT Lecture Capture/NPTEL Videos

Students can view lectures by VIT professors, captured through LMS 'Lecture Capture' in VIT campus for previous years.

No.	Websites / Links	Module Nos.
1	https://www.youtube.com/watch?v=mgJgzdsvR8Q	1
2	https://www.youtube.com/watch?v=tOlla3puTWA	2
3	https://www.youtube.com/watch?v=77IW_LAlqKU	3
4	https://www.youtube.com/watch?v=cuPnPJCWJwU	4

4.g Recommended MOOC Courses like Coursera / NPTEL / MIT-OCW / edX etc.

Sr. No.	MOOC Course Link	Course conducted by – Person / University / Institute / Industry	Course Duration	Certificate (Y / N)
1	https://www.udemy.com/course/accounting-finance-and-banking-a-comprehensive-study/	Udmy	31.5 hrs	Yes

4.h Recommended Value Added Courses (VAC)

Sr. No.	Name of the Value Added Course	Conducted by – Person / Institute / Industry	Course Duration	Certificate (Y / N)
1	NA			

4.i Study Material Distributed among Students

Tick if distributed among students					
GQ	Notes	Digital Content	PPT	EQ (updated till the Last Exam)	Other (Write Details)

<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
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5. Consolidated Course Lesson Plan

	From (date/month/year)	From (date/month/year)	Total Number of Weeks
Semester Duration	17/06/2020		

Week	Lecture no.	Module No.	Lecture Topics / IA 1 and IA 2 / BSA planned to be covered	Actual date of Completion	COs	Recommended Prior Viewing / Reading	
						Lecture No. (on LMS)	Chapter No. / Page Nos. / Books/ Web Site
1	1	1	Introduction to subject and Syllabus		1		
	2	1	Meaning and Scope of International Finance		1		
	3	1	BOP Components		1		
	4	1	CAC, International Monetary System		1		
2	5	1	Gold Standard, Features- EFB		1		
	6	1	Brettonwood, Background, Features and Failure		1		
	7	1	Smithsonian Agreement		1		
	8	1	European Monetary System		1		
3	9	1	Current Exchange rate		1		
	10	1	Fixed Exchange Vs Flexible Exchange Rate system – Assignment I- Uni qus paper		1		
	11	2	Hard Peg and Soft Peg		2		

	12	2	Revision		2		
4	13	2	Types of Capital flow		2		
	14	2	Euro Currency Market, Origin and Reason for Growth		2		
	15	2	Bond and Note Market, Offshore Banking		2		
	16	2	International Equity Market- Open Book Test		2		
5	17	2	ADR,GDR,IDR		2		
	18	2	Mechanism to Issue		2		
	19	2	International Bond Market		2		
	20	2	Types of Bonds		2		
6	21	3	Currency Convertibility		3		
	22	3	Revision		3		
7	23	3	Introduction to Foreign Exchange Market		3		
	24	3	FEMA_ Quiz on short forms		3		
	25	3	FEDAI		3		
	26	3	Regulatory Framework		3		
8	27	3	Dealing Room Operation		3		
	28	3	Foreign Exchange Arithmetic – SUM		3		

	29	3	SUM		3		
	30	3	SUM		3		
9	31	3	SUM		3		
	32	3	SUM		3		
	33	4	SUM – Assignment II University exam sums		4		
10	34	4	Risk Management and Derivative		4		
	35	4	Transaction and Translation		4		
	36	4	Economics Risk		4		
11	37	4	Transaction ,Position		4		
	38	4	Settlement		4		
	39	4	Foreign Currency Derivative		4		
	40	4	Hedging		4		
12	41	4	Instruments for Risk Management		4		
	42	4	Forward-SUM Future-SUM		4		
	43	4	SUM		4		
13	44	4	Introduction to International Banking		4		
	45	4	Features and reasons of International Banking- Presentation		4		

	46	5	Recent Trend in International Banking		5		
14	47	5	Emergence of Crypto currency		5		
	48	5	Overview of Bitcoin		5		
	49	5	Mining and Crypto Currency Exchange		5		
	50	5	Advantages and Disadvantages of Crypto Currency Exchange		5		

6. Rubric for Grading and Marking of Term Work (inform students at the beginning of semester)

Lecture + Practical (% Attendance) & Marks	Assignments	Tutorial	Lab / Practical Performance	Lab Journal Assessment	Class Tests (Other than IA)	CLASS PARTICIPATION	Other (2) Specify	Total
						5		5

7. Assignments / Tutorials Details (must attach print out of all questions together with AAP)

Assignment No.	Title of the Assignments / Tutorials	CO Map	Assignments given to Students on	Date of Submission
1	Unit 1	1		
2	Unit 3	3		
3				
4				

5				
---	--	--	--	--

Analysis of Assignment / Tutorial Questions and Related Resources

Assignment No.	Week No.	Type* (✓)			Module No.	Based on #			Question Type (✓)	
		R	UQ	OBT		Text Book	Reference Book	Other Learning Resource	MU EQ	Thought Provoking
1	4	✓		✓				✓	✓	
2	11	✓						✓	✓	
3										
4										

* Tick (✓) the Type of the Assignment: Regular (R); Unannounced Quiz (UQ) ; Open Book Test for TY/SY/MASTERS (OBT)

Write number for Text book, reference book, other learning resource from this AAP – from Points 4.a to 4.d

8.

Internal Assessment / Other Class Test / Open Book Test (OBT)/Take Home Test (THT) Details

Tests	Test Dates	Module No.	CO Map	IA Question Paper Pattern	Policy
1 st IA Test		1 & 2	1 & 2	Q1 – MCQ - 10 Marks Q2 – 1 numerical 5 Marks Q3 – 1 numerical 5 Marks 20 marks each for IA 1 & 2	No IA Re-test IA is a Head of passing *
Pop Quiz		4	4		
Open Book Test		1	1		
Take Home Test		All	All		
Class tests / prelims					
Class tests / prelims					
Any other test/exams					

* IA failures will have to appear for re-test in next semester

9.a

Practical Activities – Regular Experiments

Practical No.	Module No.	Title of the Regular Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1					
2					
3					
4		NA			
5					
6					
7					
8					
9					
10					

9.b Practical Activities – Newly Added Experiments

Practical No.	Module No.	Title of the Newly Added Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1		NA			
2					

9.c Practical Activities – PBL Experiments

Practical No.	Module No.	Title of the PBL Experiments	Concepts to be highlighted	CO Map	Audit / Quality (0 to 4)
1	2	Case study OPEC		4	
2					

10. Beyond Syllabus Activities for Gap Mitigation

No.	Type of the Activity	Activities	Details – no of attendees, guest, feedback, mark sheet, report
1	Interaction with Outside World	Guest Lecture / Workshops	
2		Industrial Visit	
3	Test and Assessments	Class Tests – (other than IA)	Short forms and Explanation
4		Mini Projects	Launching a product in Rural Market
5		Pop Quiz	Based on overall syllabus
6		Mobile App Based Quiz	
7		Open Book Test	Unit 2
8		Take Home Test	
9	Collaborative and Group Activity	Poster Presentation	
10		Minute Papers	After completion of each unit
11		Students Seminar	Unit 4
12		Students Debates	
13		Panel Discussion / Mock GD	
14		Mock Interview	
15	Co-curricular Courses	MOOC-NPTEL/Coursera Videos	Mooc course in international finance
16		Value Added Courses	
17		Lecture Capture Usage	

*** Do not delete any activity. Give details for planned events. Write 'NA' for activity Not Planned.**

Consolidated Academic Administration Plan Prepared by (mention all theory teaching faculty names with signature)

(Mr.Ajaykumar Poojary)

Faculty 1 Name (Sign.)

External Industry Mentor (Sign.)

External Academic Mentor (Sign.)

Bhalla .V.K. international Financial Management- S.Chand Publishing, • International Banking Operations- IIBF- MacMillan Publishers, 2007 • International Banking Legal and Regulatory Aspects- IIBF- MacMillan Publishers, 2007 Ability Enhancement Course (AEC) Research

VSIT Cluster Mentor Name (Sign.)

Head of Dept. (Sign.)

The academic resources available in VSIT –

VMIS (ERP)	V-Refer and V-Live	VSIT Library	VAC & MOOC Courses
Institute & Department Vision and Mission	Former IA question papers and solutions (prepared by faculty)	Former IA question papers solutions - hardcopy	Value Added Courses (VAC) are conducted throughout the semester & in the semester break - Enrol for the VACs
Program Educational Objectives (PEO)	MU end semester examination question papers and solutions (prepared by faculty)	MU end semester exam question paper & solutions - by faculty, hardcopy	
Program Specific Outcome (PSO)	Class notes and Digital Content for the subject (scanned / typed by faculty)	All text books, reference books, e -books mentioned in the syllabus & AAP	Online courses from NPTEL, Coursera etc. are pursued throughout the semester - Register for the course & get certified
Program Outcome (PO)	Comprehensive question bank, EQ, GQ, PPT, Class Test papers	Technical journals and magazines for reference	
Departmental Knowledge Map	Academic Administration Plan & Beyond Syllabus Activity report	VSIT library is member of IIT Bombay Library	Watch former lectures captured in LMS at VSIT

1.a Course Objectives (write in detail – follow NBA guideline in this regard)

Cognitive	What do you want students to know?	To familiarise with the terminologies of Auditing
Affective	What do you want students to think / care about?	Creates interest in learning auditing in depth for their future career
Behavioural	What do you want students to be able to do?	Students can understand the Balance sheet and revenue statement of banks and understands the ways to trace out manipulation in banking and financial statements

1.b Course Outcome (CO) Statements and Module-Wise Mapping (follow NBA guideline)

CO No.	Statements	Related Module/s
CO1	Recollects Vouching, Verification, internal check, control and audit	Unit 1
CO2	Understands auditing of companies and appointment of company auditor	Unit 2
CO3	Gain knowledge of audit of Bank and Insurance	Unit 3
CO4	Acquires information on types of audit and its needs	Unit 4
CO5	Acquires knowledge on verification and vouching	Unit 5

1.c Mapping of COs with POs (mark S: Strong, M: Moderate, W: Weak, Dash ‘-’: not mapped)

	PO 1	PO 2	PO 3	PO 4	PO 5	PO 6	PO 7	PO 8	PO 9	PO 10	PO 11	PO 12
CO 1	Strong	Strong	Strong	Strong								
CO 2	Strong	Strong	Strong	Strong								
CO 3	Strong	Strong	Strong	Strong								
CO 4	Strong	Strong	Strong	Strong								
CO 5	Strong	Strong	Strong	Strong								

1.d Mapping of COs with PSOs (mark S: Strong, M: Moderate, W: Weak, Dash ‘-’:not mapped)

	PSO 1	PSO 2	PSO 3	PSO 4
CO 1				
CO 2				
CO 3				
CO 4				
CO 5				

1.e Teaching and Examination Scheme (As specified by the University) for the Course

Categories	Mathematics	Computing / IT / Electronics	Humanities & Soft Skill	Social Sciences	Commerce	Management	Multidisciplinary
Tick suitable category					✓		

Subject Code	Subject Name	Teaching Scheme			Credits Assigned			
		Theory	Practical	Tutorial	Theory	TW/Practical	Tutorial	Total
	Auditing	75	--	--	3	-	--	3

Subject Code	Subject Name	Examination Scheme							
		Theory Marks IA Test			End Sem. Exam Marks	TW	Practical	Oral	Total
		IA 1	IA 2	Sum of IA1 and IA2					
	Auditing	20	05	25	75	--	--	--	100

1.f Faculty-Wise Distribution of all Lecture-Practical-Tutorial Hours for the Course

Divisions	Lecture (Hrs.)	Practical (Hrs.)				Tutorial (Hrs.)			
		Batch 1	Batch 2	Batch 3	Batch 4	Batch 1	Batch 2	Batch 3	Batch 4
A	3	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.

1.g Office Hours (Faculty will be available in office in this duration for solving students' query)

Division	Day	Time (at least 1 Hr. / Division)	Venue (Office Room No.)
A	Friday	12.30 -1.30	Reading Room

2.a Syllabus: Module Wise Teaching Hours and % Weightage in University Question Paper

Module No.	Module Title and Brief Details	Teaching Hrs. for each module	% Weightage in University Question Papers
1	Introduction to Auditing	10	Equal
2	Audit Planning, Procedures and Documentation	10	Equal
3	Auditing Techniques and Internal Audit Introduction	10	Equal
4	Auditing Techniques: Vouching	10	Equal
5	Auditing Techniques: Verification	10	Equal
* Insert rows for more modules in the Course Total		50	100

2.b Prerequisite Courses

No.	Semester	Name of the Course	Topic/s
1	1	FYBBI	Ability to analyses financial statement for its true and fair view

2.c Relevance to Future Courses

No.	Semester	Name of the Course
1		CA, ICWA, CS

2.d Real Life Application Mapping – Mention Application from Very Common Day to Day Life

No.	Real Life Application Mapping with the Course
1	It will help when students choose their Chartered Accountancy as profession

3. Past Results – Division-Wise and Topic-Wise Result Based Analysis

Details	Target - November 2020	November 2019	November 2018	November 2017
Course Passing %	95%	100%	94%	95%

Marks Obtained by Course Topper (mark/100)				

Year	Division A		Division B		Division C	
	Initials of Teacher	% Result	Initials of Teacher	% Result	Initials of Teacher	% Result
Dec 2019	SIN	100				
Dec 2018	GNS	94%				
Dec 2017						

Topics which affect results negatively	Module Number	Recommendations to overcome these issues & improve result in future
		Every topic is easy to handle by students.

4 All the Learning Resources – Books and E-Resources

4.a List of Text Books (T – Symbol for Text Books) to be Referred by Students

Sr. No	Text Book Titles	Author/s	Publisher	Edition	Module Nos.
1	INTRODUCTION TO AUDITING	Spicer & Pegler	ICAI		All

4.b List of Reference Books (R – Symbol for Reference Books) to be Referred by Students

Sr. No	Reference Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Auditing	Kumar Sharma	PH1	3	All
2	Auditing	Varsha Ainnapure	PH1		All
3	Auditing	Taxman Pankag Garg			All
4	Auditing Principles & Practices	SK Basu			
5	Auditing Principles & Problems, SahityaBhavan, Agra	Sharma, T.			
6	Practical Auditing	Spicer & Pegler			
7	Auditing Today	Woolf, Emile			
8	Fundamentals of Auditing		Pearson		

4.c List of E - Books (E – Symbol for E-Books) to be Referred by Students

Sr. No	E- Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Fundamentals of Auditing	S.K.Basu	Kindle	1st Edition	All

2	Auditing: The Ultimate Guide to Performing Internal and External Audits	Greg Shields	Kindle	1st Edition	All
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4.d Web Links and Names of Magazines, Journals, E-journals – [VIT is member of IIT Bombay Library]

Refer online journals subscribed in VIT library. You can also access IIT Bombay online library for journals from IITB campus.

Sr. No.	Web-Links and Names of Journals and E-Journals Recommended to Students for this Course	Web-Links and Names of Magazines Recommended to Students for this Course	Module Nos.
1	Slideshare.com	Directory of open access book	All
2	AuditingandAssuranc-ebook, http://lib.mylibrary.com		All
			All

4.e Module Best Available in - Tick the best resource [from 4.a to 4.d in this AAP] & give details

Module No.	Category (Please Tick Mark) - √					Available In VSIT Library?		Details of the Resource (i.e. Name, Chapter & Page No., etc.)	
	Book			Maga-zine	Journals		Y		N
	Text	Reference	E-Book		Regular	E-Journal			
1	√	√	√				√		All

4.f Web Links for Online Notes/YouTube/VSIT Digital Content/VIT Lecture Capture/NPTEL Videos

Students can view lectures by VSIT professors, captured through LMS ‘Lecture Capture’ in VIT campus for previous years.

No.	Websites / Links	Module Nos.
1	http://onlinecourses.nptel.ac.in/noc17_mg03	All
2	https://www.studocu.com/in/document/guru-gobind-singh-indraprastha-university/bachelors-of-business-administration/lecture-notes/auditing-full-notes/3321262/view	All

4.g Recommended MOOC Courses like Coursera / NPTEL / MIT-OCW / edX etc.

Sr. No.	MOOC Course Link	Course conducted by – Person / University / Institute / Industry	Course Duration	Certificate (Y / N)
1	Auditing I: Conceptual Foundations of Auditing https://www.classcentral.com/course/auditing-part1-conceptual-foundations-11798	Coursera	8 weeks	Y

4.h Recommended Value Added Courses (VAC)

Sr. No.	Name of the Value Added Course	Conducted by – Person / Institute / Industry	Course Duration	Certificate (Y / N)
1	https://www.udemy.com/course/audit-financial-statement/	Udemy	18.5 hours	Y

4.i Study Material Distributed among Students

1

Tick if distributed among students					
GQ	Notes	Digital Content	PPT	EQ (updated till the Last Exam)	Other (Write Details)
√ <input type="checkbox"/>	√ <input type="checkbox"/>	√ <input type="checkbox"/>	√ <input type="checkbox"/>	√ <input type="checkbox"/>	

5. Consolidated Course Lesson Plan

	From (date/month/year)	To (date/month/year)	Total Number of Weeks
Semester Duration	June 2020	November 2020	15

Week	Lecture no.	Module No.	Lecture Topics / IA 1 and IA 2 / BSA planned to be covered	Actual date of Completion	COs	Recommended Prior Viewing / Reading	
						Lecture No. (on LMS)	Chapter No. / Page Nos./ Books/ Web Site
	1	1	Introduction to syllabus		1		
	2	1	Financial Statements, Users of Information, Definition of Auditing, Objectives of Auditing		1		
	3	1	Primary and Secondary, Expression of Opinion		1		
	4	1	Detection of Frauds and Errors, Inherent limitations of Audit		1		
	5	1	Difference between Accounting and Auditing, Investigation and Auditing.		1		
	6	1	Errors & Frauds–Definitions, Reasons and Circumstances,		1		
	7	1	Types of Error – Commission, Omission, Compensating error		1		
	8	1	Types of frauds, Risk of Fraud and Error in Audit,		1		

	9	1	Auditors Duties and Responsibilities in Case of Fraud		1		
	10	1	Principles of Audit –Integrity, Objectivity, Independence, Skills, Competence		1		
	11	1	Work Performed by Others, Documentation, Planning, Audi Evidence,		1		
	12	1	Accounting System and Internal Control, Audit Conclusions and Reporting Types		1		
	13	1	Types of Audit – Meaning, Advantages and Disadvantages of Balance sheet		1		
	14	1	Audit, Interim Audit, Continuous Audit, Concurrent Audit and Annual Audit.		1		
	15	2	Audit Planning –Meaning, Objectives, Factors to be Considered		2		
	16	2	Sources of Obtaining Information, Discussion with Client, Overall Audit Approach.		2		
	17	2	Audit Program – Meaning, Factors, Advantages and Disadvantages,		2		
	18	2	Overcoming Disadvantages, Methods of Work		2		
	19	2	Instruction before Commencing Work, Overall Audit Approach.		2		
	20	2	Audit Working Papers - Meaning, Importance, Factors Determining Form and Contents		2		
	21	2	Main Functions / Importance, Features, Contents of Permanent Audit File		2		
	22	2	Temporary Audit File, Ownership, Custody		2		
	23	2	Auditors Lien on Working Papers, Auditors Lien on Client's Books		2		
	24	2	Audit Notebook – Meaning, Structure, Contents		2		
	25	2	General Information, Current Information, Importance.		2		
	26	2	Revision of Unit 1 and Unit 2		2		

27	3	Test Check-Test Checking Vs Routing Checking	3		
28	3	Test Check meaning, Features, Factors to be Considered	3		
29	3	When Test Checks Can be Used, Advantages, Disadvantages and Precautions.	3		
30	3	Audit Sampling -Audit Sampling, Meaning, Purpose	3		
31	3	Factors in Determining Sample Size, Sampling Risk, Tolerable Error and Expected Error	3		
32	3	Methods of Selecting Sample Items, Evaluation of Sample Results,	3		
33		Auditors Liability in Conducting Audit Based on Sample.	3		
34		Internal Control -Meaning and Purpose, Review of Internal Control	3		
35	3	Advantages, Auditors Duties, Review of Internal Control	3		
36	3	Inherent Limitations of Internal Control, Internal Control Samples for Sales and Debtors	3		
37	3	Purchases and Creditors, Wages and Salaries, Internal Checks Vs Internal Control, Internal Checks Vs Test Checks	3		
38	4	Internal Audit -Meaning, Basic Principles of Establishing Internal Audit	4		
39	4	Objectives, Evaluation of Internal Audit by Statutory Auditor	4		
40	4	Usefulness of Internal Audit, Internal Audit Vs External Audit, Internal Checks Vs Internal Audit	4		
41	4	Audit of Income - Cash Sales, Sales on Approval, Consignment Sales	4		
42	4	Sales Returns Recovery of Bad Debts written off	4		
43	4	Rental Receipts, Interest and Dividends Received, Royalties Received.	4		
44	4	Salaries and Wages, Rent, Insurance Premium			

	45	4	Telephone Expenses, Postage and Courier, Petty Cash Expenses		4		
	46	4 & 5	Travelling Commission, Advertisement, Interest Expenses, Audit of Assets Book Debts / Debtors, Stocks -Auditors General Duties; Patterns		5		
	47	5	Dies and Loose Tools, Spare Parts, Empties and Containers, Quoted Investments and Unquoted Investment		5		
	48	5	Trade Marks / Copyrights, Patents, Know-how		5		
	49	5	Plant and Machinery, Land and Buildings, Furniture and Fixtures.		5		
	50	5	Audit of Liabilities - Outstanding Expenses, Bills Payable, Secured loans, Unsecured Loans, Contingent Liabilities.		5		

6. Rubric for Grading and Marking of Term Work (inform students at the beginning of semester)

Lecture + Practical (% Attendance) & Marks	Assignments	Tutorial	Lab / Practical Performance	Lab Journal Assessment	Class Tests (Other than IA)	Class participation	Other (2) specify	Total
						05		05

7. Assignments / Tutorials Details (must attach print out of all questions together with AAP)

Assignment No.	Title of the Assignments / Tutorials	CO Map	Assignments given to Students on	Date of Submission
1	Difference between Accounting and Auditing, Investigation and Auditing. Types of Audit – Meaning, Advantages and Disadvantages of Balance sheet	1	June	
2	Audit Program – Meaning, Factors, Advantages and Disadvantages, Audit Notebook – Meaning, Structure, Contents	2	July	
3	Internal Checks Vs Internal Control, Internal Checks Vs Test Checks.	3	August	

Analysis of Assignment / Tutorial Questions and Related Resources

Assignment No.	Week No.	Type* (√)			Module No.	Based on #			Question Type (√)	
		R	UQ	OBT		Text Book	Reference Book	Other Learning Resource	MU EQ	Thought Provoking
1	1	Y			1		Y	(√)	Y	
2	4	Y			2		Y		Y	
3	6	Y			3		Y		Y	

* Tick (√) the Type of the Assignment: Regular (R); Unannounced Quiz (UQ) ; Open Book Test for TY/SY/MASTERS (OBT)

Write number for Text book, reference book, other learning resource from this AAP – from Points 4.a to 4.d

8. Internal Assessment / Other Class Test / Open Book Test (OBT)/Take Home Test (THT) Details

Tests	Test Dates	Module No.	CO Map	IA Question Paper Pattern	Policy
1 st IA Test				Q1 – MCQ - 10 Marks Q2 – 1 numerical 5 Marks Q3 – 1 numerical 5 Marks 20 marks each for IA 1 & 2	No IA Re-test
2nd IA Test					IA is a Head of passing *
Pop Quiz					
Open Book Test	June	1&2	1&2		
Take Home Test	July	3 & 4	3&4		
Class tests / prelims					
Class tests / prelims					
Any other test/exams					

* IA failures will have to appear for re-test in next semester

9.a Practical Activities – Regular Experiments

NA	Module No.	Title of the Regular Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1		NA			

9.b Practical Activities – Newly Added Experiments

Practical No.	Module No.	Title of the Newly Added Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1		NA			

9.c Practical Activities – PBL Experiments

Practical No.	Module No.	Title of the PBL Experiments	Concepts to be highlighted	CO Map	Audit / Quality (0 to 4)
1		NA			

10. Beyond Syllabus Activities for Gap Mitigation

No.	Type of the Activity	Activities	Details – no of attendees, guest, feedback, mark sheet, report
1	Interaction with Outside World	Guest Lecture / Workshops	(√)
2		Industrial Visit	
3	Test and Assessments	Class Tests – (other than IA)	(√)
4		Mini Projects	
5		Pop Quiz	
6		Mobile App Based Quiz	
7		Open Book Test	(√)
8		Take Home Test	
9	Collaborative and Group Activity	Poster Presentation	
10		Minute Papers	
11		Students Seminar	(√)
12		Students Debates	
13		Panel Discussion / Mock GD	(√)
14	Mock Interview		
15	Co-curricular Courses	MOOC-NPTEL/Coursera Videos	
16		Value Added Courses	(√)
17		Lecture Capture Usage	

* Do not delete any activity. Give details for planned events. Write 'NA' for activity Not Planned.

Consolidated Academic Administration Plan Prepared by (mention all theory teaching faculty names with signature)

Sindhu.K

Faculty 1 Name (Sign.)

Faculty 2 Name (Sign.)

Faculty 3 Name (Sign.)

External Industry Mentor (Sign.)

External Academic Mentor (Sign.)

VSIT Cluster Mentor Name (Sign.)

Head of Dept. (Sign.)

The academic resources available in VSIT –

VMIS (ERP)	V-Refer and V-Live	VSIT Library	VAC & MOOC Courses
Institute & Department Vision and Mission	Former IA question papers and solutions (prepared by faculty)	Former IA question papers solutions - hardcopy	Value Added Courses (VAC) are conducted throughout the semester & in the semester break - Enrol for the VACs
Program Educational Objectives (PEO)	MU end semester examination question papers and solutions (prepared by faculty)	MU end semester exam question paper & solutions - by faculty, hardcopy	
Program Specific Outcome (PSO)	Class notes and Digital Content for the subject (scanned / typed by faculty)	All text books, reference books, e -books mentioned in the syllabus & AAP	Online courses from NPTEL, Coursera etc. are pursued throughout the semester - Register for the course & get certified
Program Outcome (PO)	Comprehensive question bank, EQ, GQ, PPT, Class Test papers	Technical journals and magazines for reference	
Departmental Knowledge Map	Academic Administration Plan & Beyond Syllabus Activity report	VSIT library is member of IIT Bombay Library	Watch former lectures captured in LMS at VSIT

1.a Course Objectives (write in detail – follow NBA guideline in this regard)

Cognitive	What do you want students to know?	Understand some basic concepts of research and its methodologies Identify appropriate research topics and their relevance to the real world
Affective	What do you want students to think / care about?	Students should think about research problem, parameters and how the findings would help the world/society.
Behavioural	What do you want students to be able to do?	Students should be able to write a research proposal. Students should be able to use statistical and econometrical models and tools to analyse the data.

1.b Course Outcome (CO) Statements and Module-Wise Mapping (follow NBA guideline)

CO No.	Statements	Related Module/s
CO1	Students should understand a general definition of research design, process of designing a research study from its inception to its report. They should be able to frame Hypothesis and Objective and literature review	Unit 1
CO2	Students should be familiar with the process of data collection.	Unit 2
CO3	Students should understand the link between quantitative research questions and data collection and how research questions are operationalized in educational practice.	Unit 3
CO4	Students should be able to use statistical and econometrical models and tools to analyse the data. Students should be familiar with the steps involved in identifying and selecting a good instrument to use in a study.	Unit 4
CO5	Students should be able to give a full shape to a research report, e.g.,	Unit 5

Interpretation, Layout, References and Appendix

1.c Mapping of COs with POs (mark S: Strong, M: Moderate, W: Weak, Dash '-': not mapped)

	PO 1	PO 2	PO 3	PO 4	PO 5	PO 6	PO 7	PO 8	PO 9	PO 10	PO 11	PO 12
CO 1	W	M	S	S	S	S						
CO 2	W	M	S	S	S	S						
CO 3	W	M	S	S	S	S						
CO 4	W	M	S	S	S	S						
CO 5	W	M	S	S	S	S						

1.d Mapping of COs with PSOs (mark S: Strong, M: Moderate, W: Weak, Dash '-':not mapped)

	PSO 1	PSO 2	PSO 3	PSO 4
CO 1				
CO 2				
CO 3				
CO 4				
CO 5				

1.e Teaching and Examination Scheme (As specified by the University) for the Course

Categories	Mathematics	Computing / IT / Electronics	Humanities & Soft Skill	Social Sciences	Commerce	Management	Multidisciplinary
Tick suitable category				✓	✓	✓	✓

Subject Code	Subject Name	Teaching Scheme			Credits Assigned			
		Theory	Practical	Tutorial	Theory	TW/Practical	Tutorial	Total
USIT401	Research Methodology for Accounting and Finance	75	--	--	3	-	--	3

Subject Code	Subject Name	Examination Scheme							
		Theory Marks IA Test			End Sem. Exam Marks	TW	Practical	Oral	Total
		IA 1	IA 2	Sum of IA1 and IA2					
USIT401	Research Methodology for Accounting and Finance	20	05	25	75	--	--	--	75

1.f Faculty-Wise Distribution of all Lecture-Practical-Tutorial Hours for the Course

Divisions	Lecture (Hrs.)	Practical (Hrs.)				Tutorial (Hrs.)			
		Batch 1	Batch 2	Batch 3	Batch 4	Batch 1	Batch 2	Batch 3	Batch 4

A	3.33	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.
---	------	------	------	------	------	------	------	------	------

1.g Office Hours (Faculty will be available in office in this duration for solving students' query)

Division	Day	Time (at least 1 Hr. / Division)	Venue (Office Room No.)
A	Monday	12.30 pm	X011

2.a Syllabus: Module Wise Teaching Hours and % Weightage in University Question Paper

Module No.	Module Title and Brief Details	Teaching Hrs. for each module	% Weightage in University Question Papers
1	Introduction to Research	8	16
2	Data Collection and Processing	10	20
3	Data Analysis and Interpretation	15	30
4	Advanced Statistical techniques	15	30
5	Research Report	2	4
* Insert rows for more modules in the Course		Total	50
			100

2.b Prerequisite Courses

No.	Semester	Name of the Course	Topic/s
1	1	Simple Statistical Methods	
2	2		
3	3		

2.c Relevance to Future Courses

No.	Semester	Name of the Course
1	VI	Project work
2		Ph.D

2.d Real Life Application Mapping – Mention Application from Very Common Day to Day Life

No.	Real Life Application Mapping with the Course
1	Report/Content Writing
2	Measuring value of Firms/companies/ Industries
3	Financial / Business/ Market Analyst

3. Past Results – Division-Wise and Topic-Wise Result Based Analysis

Details	Target - Oct 2020	Oct 2019	Oct 2018
Course Passing % – Average of 3 Divisions	95	90.63	90
Marks Obtained by Course Topper (mark/100)	90	NA	NA

Year	Division A		Division B		Division C	
	Initials of Teacher	% Result	Initials of Teacher	% Result	Initials of Teacher	% Result
Oct 2019	SK	90.63	NA	NA	NA	NA
Oct 2018	VRG	90	NA	NA	NA	NA

Topics which affect results negatively	Module Number	Recommendations to overcome these issues & improve result in future
Advanced Statistical Techniques	4	

4 All the Learning Resources – Books and E-Resources

4.a List of Text Books (T – Symbol for Text Books) to be Referred by Students

Sr. No	Text Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Research Methodology in Accounting and Finance	Dr. G.K. Kalkoti	SHETH Publishers	1 st	1-5
2	Research Methodology: Methods and Techniques	C R Kothari and Gaurav Garg	New Age International Publishers		1-5
3	Research Methods for Business Students	Saunders, Lewis and Thornhill	Pearson		1-3
4					1-3
5					4-5
6					1-4

4.b List of Reference Books (R – Symbol for Reference Books) to be Referred by Students

Sr. No	Reference Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Research Methodology: Methods and Techniques	C R Kothari and Gaurav Garg	New Age International Publishers	3 rd	1-5
2	Research Methods for Business Students	Saunders, Lewis and Thornhill	Pearson	5 th	1-5
3					
4					
5					
6					

4.c List of E - Books (E – Symbol for E-Books) to be Referred by Students

Sr. No	E- Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Research Methods for Business A skill Building Approach	Uma Sekaran	John Wiley & Sons, Inc.	4 th	1-5
2	Quantitative Applications in the Social Sciences	Series	SAGE		
3	Qualitative research methods	Series	SAGE		
4	Research Methodology	Ranjit Kumar	SAGE		
5	Research Methodology : A Handbook for Beginners	Pagadala Suganda Devi	Notion Press		

4.d Web Links and Names of Magazines, Journals, E-journals – [VIT is member of IIT Bombay Library]

Refer online journals subscribed in VIT library. You can also access IIT Bombay online library for journals from IITB campus.

Sr. No.	Web-Links and Names of Journals and E-Journals Recommended to Students for this Course	Web-Links and Names of Magazines Recommended to Students for this Course	Module Nos.
1	Indian Journal of Finance	http://www.indianjournaloffinance.co.in/	1-5
2	Global Journal of Finance and Management	https://www.ripublication.com/gjfm.htm	1-5
3		https://journalofbusiness.org/	1-3
4			
5			
6			

4.e Module Best Available in - Tick the best resource [from 4.a to 4.d in this AAP] & give details

Module No.	Category (Please Tick Mark) - √					Available In VSIT Library?		Details of the Resource (i.e. Name, Chapter & Page No., etc.)	
	Book			Magazine	Journals		Y		N
	Text	Reference	E-Book		Regular	E-Journal			

1		✓					✓		Research Methodology: Methods and Techniques (Ch- 1, 2 3, 6, 7, 8, 19)
2	✓						✓		Research Methodology in Accounting and Finance (Ch- All)
3									
4									
5									

4.f Web Links for Online Notes/YouTube/VSIT Digital Content/VIT Lecture Capture/NPTEL Videos

Students can view lectures by VSIT professors, captured through LMS 'Lecture Capture' in VIT campus for previous years.

No.	Websites / Links	Module Nos.
1	http://nptel.ac.in/course.php	Overall
2	https://www.youtube.com/watch?v=6l6GqfKnri0	I, II
3	https://www.youtube.com/watch?v=Rrny0sq2gWw	Overall
4	https://www.youtube.com/watch?v=EVcPmmfK1Do	I, II
5	https://www.youtube.com/watch?v=pkCgLstMxJI	IV
6	https://www.coursera.org/lecture/communicating-business-analytics-results/case-study-2-multidimensional-analysis-for-customer-acquisition-part-1-yA78s	IV
7		
8		
9		
10		

4.g Recommended MOOC Courses like Coursera / NPTEL / MIT-OCW / edX etc.

Sr. No.	MOOC Course Link	Course conducted by – Person / University / Institute / Industry	Course Duration	Certificate (Y / N)
1	Marketing Research and Analysis http://nptel.ac.in/courses/110107080/	NPTEL		Y
2				

4.h Recommended Value Added Courses (VAC)

Sr. No.	Name of the Value Added Course	Conducted by – Person / Institute / Industry	Course Duration	Certificate (Y / N)

4.i Study Material Distributed among Students

Tick if distributed among students					
GQ	Notes	Digital Content	PPT	EQ (updated till the Last Exam)	Other (Write Details)
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	

5. Consolidated Course Lesson Plan

	From (date/month/year)	To (date/month/year)	Total Number of Weeks
Semester Duration	27/11/2017	17/03/2018	15

Week	Lecture no.	Module No.	Lecture Topics / IA 1 and IA 2 / BSA planned to be covered	Actual date of Completion	COs	Recommended Prior Viewing / Reading	
						Lecture No. (on LMS)	Chapter No. / Page Nos./ Books/ Web Site
1	1		Introduction to syllabus				
	2		Meaning of Research, Need for the study				
	3		Objectives of Research, Characteristics of good research				
	4		Hypothesis - meaning, nature and significance				
	5		Hypothesis -Types and sources				
	6		Research Design- Meaning , Definition,Need, Importance, Steps,Scope and essentials of a good research design				
	7		Sampling and Methods				
	8		Methods of Sampling				

	9	II	Types of Data and Sources - Primary and Secondary Data sources				
	10	II	Methods of collection of primary data				
	11	II	Observation, Structured and unstructured, disguised and undisguised				
	12	II	Mechanical observations (Use of Gadgets)				
	13	II	Experimental ,field and laboratory				
	14	II	Interview - Personal Interview, focussed group				
	15	II	Survey: Telephonic Survey, Mail, E-mail, Internet survey, social media				
	16	II	Survey Instrument, Questionnaire designing				
	17	II	Types of questions: Structured/close ended, Unstructured/open ended, Dichotomous				
	18	II	Multiple Choice questions, Scaling techniques, likert scale				
	19	II	Semantic and Differential scale				
	20	II	How to prepare a questionnaire				
	21	II	Sample questionnaire discussion				
	22	II	Revision/Test				
	23	III	Processing of Data				
	24	III	Meaning and Essentials of data				
	25	III	Editing, Coding, Tabulation				
	26	III	Analysis of data: Meaning and Purpose				

	27	III	Interpretation of Data				
	28	III	Testing of hypothesis				
	29	III	One Sample T-Test				
	30	III	ANOVA				
	31	III	ANOVA				
	32	III	F-test, Chi-square				
	33	III	Chi-square, Paired Sample Test				
	34	III	Mean,Median and Mode				
	35	III	Mean,Median and Mode				
	36	IV	Correlation and Regression Analysis				
	37	IV	Correlation and Regression Analysis				
	38	IV	Factor Analysis				
	39	IV	Factor Analysis				
	40	IV	Cluster Analysis				
	41	IV	Discriminant Analysis				
	42	IV	Multi Dimensional Analysis				
	43	IV	Multi Dimensional Analysis				
	44	IV	Revision				

	45	V	Report Writing - Meaning & Importance				
	46	V	Essentials of a good report				
	47	V	Preparation of Report				
	48	V	How to Publish Research Report				
	49		Question Answer Discussion				
	50		Question Answer Discussion				

6. Rubric for Grading and Marking of Term Work (inform students at the beginning of semester)

Lecture + Practical (% Attendance) & Marks	Assignments	Tutorial	Lab / Practical Performance	Lab Journal Assessment	Class Tests (Other than IA)	Class participation	Other (2) specifying	Total
	2.5					2.5		05

7. Assignments / Tutorials Details (must attach print out of all questions together with AAP)

Assignment No.	Title of the Assignments / Tutorials	CO Map	Assignments given to Students on	Date of Submission
1	Research Objectives – Unit 1		25 th June, 2020	1 st of July 2020
2	Collection of Data- Unit 2		15 th July, 2020	25 th July, 2020

3	Sums- Unit 3		15 th August 2020	20 th August 2020
4				
5				

Analysis of Assignment / Tutorial Questions and Related Resources

Assignment No.	Week No.	Type* (√)			Module No.	Based on #			Question Type (√)	
		R	UQ	OBT		Text Book	Reference Book	Other Learning Resource	MU EQ	Thought Provoking
1	2nd		√		1	√		√	√	
2	6th		√		2	√		√	√	
3	10th		√		3	√		√		
4	End of sem- Proposal									√
5										

* Tick (√) the Type of the Assignment: Regular (R); Unannounced Quiz (UQ) ; Open Book Test for TY/SY/MASTERS (OBT)

Write number for Text book, reference book, other learning resource from this AAP – from Points 4.a to 4.d

8. Internal Assessment / Other Class Test / Open Book Test (OBT)/Take Home Test (THT) Details

Tests	Test Dates	Module No.	CO Map	IA Question Paper Pattern	Policy
1 st IA Test				Q1 – MCQ - 10 Marks Q2 – 1 Theory 5 Marks Q3 – 1 Theory/numerical 5 Marks 20 marks each for IA 1 & 2	No IA Re-test
2 nd IA Test					IA is a Head of passing *
Pop Quiz	3 rd week				
Open Book Test	7 th week	2	2		
Take Home Test					
Class tests / prelims					
Class tests / prelims					

Any other test/exams					
----------------------	--	--	--	--	--

* IA failures will have to appear for re-test in next semester

9.a Practical Activities – Regular Experiments

Practical No.	Module No.	Title of the Regular Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1					
2					
3					

9.b Practical Activities – Newly Added Experiments

Practical No.	Module No.	Title of the Newly Added Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1					
2					

9.c Practical Activities – PBL Experiments

Practical No.	Module No.	Title of the PBL Experiments	Concepts to be highlighted	CO Map	Audit / Quality (0 to 4)
1					
2					

10. Beyond Syllabus Activities for Gap Mitigation

No.	Type of the Activity	Activities	Details – no of attendees, guest, feedback, mark sheet, report
1	Interaction with Outside World	Guest Lecture / Workshops	
2		Industrial Visit	
3	Test and Assessments	Class Tests – (other than IA)	
4		Mini Projects	Small Research Paper ✓

5		Pop Quiz	
6		Mobile App Based Quiz	✓
7		Open Book Test	✓
8		Take Home Test	✓
9	Collaborative and Group Activity	Poster Presentation	
10		Minute Papers	✓
11		Students Seminar	
12		Students Debates	
13		Panel Discussion / Mock GD	
14		Mock Interview	
15	Co-curricular Courses	MOOC-NPTEL/Coursera Videos	
16		Value Added Courses	✓
17		Lecture Capture Usage	

*** Do not delete any activity. Give details for planned events. Write 'NA' for activity Not Planned.**

Consolidated Academic Administration Plan Prepared by (mention all theory teaching faculty names with signature)

Faculty 1 Name (Sign.)

Faculty 2 Name (Sign.)

Faculty 3 Name (Sign.)

External Industry Mentor (Sign.)

External Academic Mentor (Sign.)

VSIT Cluster Mentor Name (Sign.)

Head of Dept. (Sign.)

The academic resources available in VSIT –

VMIS (ERP)	V-Refer and V-Live	VSIT Library	VAC & MOOC Courses
Institute & Department Vision and Mission	Former IA question papers and solutions (prepared by faculty)	Former IA question papers solutions - hardcopy	Value Added Courses (VAC) are conducted throughout the semester & in the semester break - Enrol for the VACs
Program Educational Objectives (PEO)	MU end semester examination question papers and solutions (prepared by faculty)	MU end semester exam question paper & solutions - by faculty, hardcopy	
Program Specific Outcome (PSO)	Class notes and Digital Content for the subject (scanned / typed by faculty)	All text books, reference books, e -books mentioned in the syllabus & AAP	Online courses from NPTEL, Coursera etc. are pursued throughout the semester - Register for the course & get certified
Program Outcome (PO)	Comprehensive question bank, EQ, GQ, PPT, Class Test papers	Technical journals and magazines for reference	
Departmental Knowledge Map	Academic Administration Plan & Beyond Syllabus Activity report	VSIT library is member of IIT Bombay Library	Watch former lectures captured in LMS at VSIT

1.a Course Objectives (write in detail – follow NBA guideline in this regard)

Cognitive	What do you want students to know?	Improve the technical and accounting skills to analyse financial statements and disclosures for use in financial analysis, and learn how accounting standards and managerial incentives affect the financial reporting of different companies such as Electricity Companies, Co-operative Society.
Affective	What do you want students to think / care about?	While applying the accounting standard, concepts, and principles students should understand it's practical importance and uses.
Behavioural	What do you want students to be able to do?	By the end of this course, students will be able to read the three most common financial statements: the income statement, balance sheet, and statement of cash flows. Then you can apply these skills to a real-world business challenge.

1.b Course Outcome (CO) Statements and Module-Wise Mapping (follow NBA guideline)

CO No.	Statements	Related Module/s
CO1	To know the rules and regulation of electricity company	1
CO2	To learn bye-laws and accounting procedure as per co-operative society act-2003	2
CO3	To learn the theory and practice of investments	3
CO4	To impart the knowledge of evaluation of Mutual Fund	4
CO5	To know IFRS and its application as per Indian Standard.	5

1.c Mapping of COs with POs (mark S: Strong, M: Moderate, W: Weak, Dash '-': not mapped)

	PO 1	PO 2	PO 3	PO 4	PO 5	PO 6	PO 7	PO 8	PO 9	PO 10	PO 11	PO 12
CO 1	S	S	M	M								
CO 2	S	M	S	M								

CO 3	S	S	M	M								
CO 4	S	M	S	M								
CO 5												

1.d Mapping of COs with PSOs (mark S: Strong, M: Moderate, W: Weak, Dash '-':not mapped)

	PSO 1	PSO 2	PSO 3	PSO 4
CO 1	S	S	M	
CO 2	S	S	M	
CO 3	S	S	M	
CO 4	S	S	M	
CO 5				

1.e Teaching and Examination Scheme (As specified by the University) for the Course

Categories	Mathematics	Computing / IT / Electronics	Humanities & Soft Skill	Social Sciences	Commerce	Management	Multidisciplinary
Tick suitable category					✓		

Subject Code	Subject Name	Teaching Scheme			Credits Assigned			
		Theory	Practical	Tutorial	Theory	TW/Practical	Tutorial	Total
USIT401	FINANCIAL ACCOUNTING VII	75	--	--	3	-	--	3

Subject Code	Subject Name	Examination Scheme							
		Theory Marks IA Test			End Sem. Exam Marks	TW	Practical	Oral	Total
		IA 1	IA 2	Sum of IA1 and IA2					
USIT401	FINANCIAL ACCOUNTING VII	20	05	25	75	--	--	--	100

1.f Faculty-Wise Distribution of all Lecture-Practical-Tutorial Hours for the Course

Divisions	Lecture (Hrs.)	Practical (Hrs.)				Tutorial (Hrs.)			
		Batch 1	Batch 2	Batch 3	Batch 4	Batch 1	Batch 2	Batch 3	Batch 4
A	3.5	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.
B	3.5	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.
C	3.5	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.

1.g Office Hours (Faculty will be available in office in this duration for solving students' query)

Division	Day	Time (at least 1 Hr. / Division)	Venue (Office Room No.)

A	Saturday	11.00 AM TO 12.00 PM	X.011
B	Saturday	12.00 AM TO 1..00 PM	X.011
C	Friday	12.30 AM TO 1:30 PM	X.011

2.a Syllabus: Module Wise Teaching Hours and % Weightage in University Question Paper

Module No.	Module Title and Brief Details	Teaching Hrs. for each module	% Weightage in University Question Papers
1	Final Account for Electricity Company	10	20
2	Final Accounts for Co-Operative Society - Co-Operative Housing Society - Consumer Co-Operative Society	10	20
3	Investment Accounting (w.r.t. Accounting Standard – 13)	9	20
4	Mutual Fund	8	20
5	Introduction to IFRS and Ind – AS	8	20
* Insert rows for more modules in the Course		Total	100

2.b Prerequisite Courses

No.	Semester	Name of the Course	Topic/s
1	1	BAF	Indian Accounting Standard
2	2	BAF	Mutual Fund

2.c Relevance to Future Courses

No.	Semester	Name of the Course
1		CA, CS
2	III & IV	M.COM-ADV A/C

2.d Real Life Application Mapping – Mention Application from Very Common Day to Day Life

No.	Real Life Application Mapping with the Course
1	Analysis of Co-operative housing society account where students leave.
2	Analysis of Electricity Company Accounts

3. Past Results – Division-Wise and Topic-Wise Result Based Analysis

Details	APR 2021	APR 2020	APR 2019	APR 2018	APR 2017	APR 2016
Course Passing % – Average of 3 Divisions	100%	100%	99%	98.5%	96.5%	95%
Marks Obtained by Course Topper (mark/100)	100	100	99	93	92	94

Year	Division A		Division B		Division C	
	Initials of Teacher	% Result	Initials of Teacher	% Result	Initials of Teacher	% Result
APR 2020	SSK	100%	SSK	100%	SSK	100
APR 2019	SSK/KCM	100%	SSK/KCM	98%	SSK/KCM	99%
APR 2018	SSK	98%	SSK	99%		
APR 2017	SSK	97%	SSK	96%		
APR 2016	SSK	95%				

Topics which affect results negatively	Module Number	Recommendations to overcome these issues & improve result in future
Electricity Company A/c	2	More practice of university exam problems.
Mutual Fund A/c	4	More Practise of MCQ based Questions

4 All the Learning Resources – Books and E-Resources

4.a List of Text Books (T – Symbol for Text Books) to be Referred by Students

Sr. No	Text Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Advance Accountancy	R L Gupta & Radheswamy	S Chand & Co	3 rd	2, 3
2	Advance Accountancy	Shukla and Grewal	S Chand & Co	5 th	1, 2
3	Financial Accounting – A Managerial Emphasis	Ashok Banerjee	Excel Books	2	3

4.b List of Reference Books (R – Symbol for Reference Books) to be Referred by Students

Sr. No	Reference Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Indian Accounting Standard	Ashish Bhattacharya	Tata Mc Graw Hill	2	5
2	Modern Accountancy	Mukherjee & Hanif	Tata Mc Graw Hill	3	3
3	Financial Accounting	P C Tulsian	Pearson Publication	3 rd	5
4	Company Accounting Standard	Srinivasan Anand	Taxman	2 nd	1, 4

4.c List of E - Books (E – Symbol for E-Books) to be Referred by Students

Sr. No	E- Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Financial Accounting	Hornegren Charles	Pearson	2013	All

4.d Web Links and Names of Magazines, Journals, E-journals – [VIT is member of IIT Bombay Library]

Refer online journals subscribed in VIT library. You can also access IIT Bombay online library for journals from IITB campus.

Sr. No.	Web-Links and Names of Journals and E-Journals Recommended to Students for this Course	Web-Links and Names of Magazines Recommended to Students for this Course	Module Nos.
1	Finance India – Accounting and Finance	Indian Journal of Finance	1-5
2	https://lib.myilibrary.com	Global Journal of Finance and Management	1-5
3	https://doaj.org/ebsco		1-3
4	www.icaai.org		1-5

4.e Module Best Available in - Tick the best resource [from 4.a to 4.d in this AAP] & give details

Module No.	Category (Please Tick Mark) - √						Available In VSIT Library?		Details of the Resource (i.e. Name, Chapter & Page No., etc.)
	Book			Maga-zine	Journals		Y	N	
	Text	Reference	E-Book		Regular	E-Journal			
1		✓					✓		Advanced Accounting - CA. D. G. Sharma
2			✓					✓	Financial Accounting - Hornegren Charles
3		✓					✓		Financial Accounting – A Managerial Emphasis – Ashok Banerjee
4									
5						✓	✓		The Chartered Accountant

4.f Web Links for Online Notes/YouTube/VSIT Digital Content/VIT Lecture Capture/NPTEL Videos

Students can view lectures by VSIT professors, captured through LMS 'Lecture Capture' in VIT campus for previous years.

No.	Websites / Links	Module Nos.
1	https://www.youtube.com/watch?v=RGWKRvQh1ys – Investment Accounting	3
2	https://www.youtube.com/watch?v=wy-fAaJ3nsg – Mutual Fund	4

4.g Recommended MOOC Courses like Coursera / NPTEL / MIT-OCW / edX etc.

Sr. No.	MOOC Course Link	Course conducted by – Person / University / Institute / Industry	Course Duration	Certificate (Y / N)
1	FINANCIAL ACCOUNTING https://hbx.hbs.edu/courses/financial-accounting/?c1=GAW_SE_NW&source=IN_CORE_FNCE&cr2=search_-_nw_-_in_-_core_-_financial_accounting&kw=_PLUS_financial_P	FINANCIAL ACCOUNTING-HARVARD BUSINESS SCHOOL	60 HRS	Y

4.h Recommended Value Added Courses (VAC)

Sr. No.	Name of the Value Added Course	Conducted by – Person / Institute / Industry	Course Duration	Certificate (Y / N)
1	Tally ERP 9 GST	VSIT	30 hrs	Y

4.i Study Material Distributed among Students

Tick if distributed among students					
GQ	Notes	Digital Content	PPT	EQ (updated till the Last Exam)	Other (Write Details)
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	

5. Consolidated Course Lesson Plan

	From (date/month/year)	To (date/month/year)	Total Number of Weeks
Semester Duration			

Week	Lecture no.	Module No.	Lecture Topics / IA 1 and IA 2 / BSA planned to be covered	Actual date of Completion	COs	Recommended Prior Viewing / Reading		Attendance
						Lecture No. (on LMS)	Chapter No. / Page Nos./	

							Books/ Web Site	
1	1	3	Introduction to AAP for Introduction of Investment Accounting		4			
	2	3	Investment Accounting For shares (variable income bearing securities)		4			
	3	3	Investment Accounting For debentures/Preference. shares (fixed income bearing securities)		4			
	4		Accounting for transactions of purchase and sale of investments with ex and cum interest prices		4			
2	5		finding cost of investment sold and carrying cost as per weighted average method		4			
	6		Practical Problems		4			
	7	1	Practical Problems		4			
	8		Practical Problems		4			
	9		Practical Problems		4			
3	10		Introduction Electricity Act 1910, Electricity Supply Act 1948, The Electricity Rules 1956, Electricity Regulatory Commission Act 1998. Electricity Act 2003 (Electricity Regulation 2004 and 2009)		1			
	11		Final Accounts as per Electricity Rules - Receipt & Expenditure on Capital Account General Balance Sheet - Contingency Reserve		1			
	12		Accounting for Grant Received under Accelerated Power Development and Reforms Programme (ARDRP)		1			
	13		Accounting for Depreciation Problem on above		1			
4	14		Disposal of Surplus (As per Electricity Rules): Norms regarding Disposal of Surplus Replacement of Assets		1			
	15		Problem on above		1			
	16	1	Problem on above		1			

	17	1	Problem on above		1			
	18	1	Problem on above		1			
	19	1	Problem on above		1			
	20	1	Introduction to Co-operative Society final Account		2			
	21	1	Provisions of Maharashtra State Co-Operative Societies Act and rules. Accounting		2			
	22	1	provisions including appropriation to various funds		2			
	23	1	Format of Final Accounts – Form N		2			
	24	2	Format of Final Accounts – Form N		2			
	25	2	Problem on above		2			
	26	2	Problem on above		2			
	27	2	Problem on above		2			
	28	2	Problem on above		2			
	29	2	Problem on above		2			
	30	3	Introduction to Mutual funds, Historical Background SEBI Guidelines, Types of Mutual Fund Schemes		3			
	31	3	FOF Scheme, Load or No-Load Scheme, Investment Valuation norms		3			
	32	3	Pricing of units, Contents of Balance sheet and revenue Account		3			
	33	4	Evaluation of mutual funds, Disposal of Investments, Recognition of Income		3			
	34	4	Accounting policies and entries, problems		3			

	35	4	Accounting policies and entries, problems		3			
	36	4	Accounting policies and entries, problems		3			
	37	4	Introduction to IFRS Role/objectives of accounting standards		5			
	38	4	Development of accounting standards in India - Requirements of international accounting standards -		5			
	39	3	International organizations engaged in accounting harmonization - IASB - FASB -		5			
	40	3	Interpretation, Scope and compliance of Accounting Standards, Role of IASB in developing IFRS, Applicability		5			
	41	3	Indian Accounting standards (Ind AS) : Introduction, Road map, First time adaptation of Indian Accounting Standard, Conceptual framework		5			
	42	3	Comparison of Ind AS, IFRS and AS, IFRS : Introduction, scope Purpose, Objective of financial statement-its Framework-its assumption, characteristics		5			
	43	3	element, recognition & measurement., first time adoption of IFRS		5			
	44	3	Convergence of Ind-As and IFRS		5			
	45	3	Revision		5			
	46	3	Revision		4			
	53	5	Revision		5			

6. Rubric for Grading and Marking of Term Work (inform students at the beginning of semester)

Lecture + Practical (% Attendance) & Marks	Assignments Or Project Work or Presentation	Lab / Practical Performance	Class Tests (Other than IA)	Mid-term Descriptive	Other (2) specify	Total
20	20	-	(4 test on Each unit *10)40	20		100 converted into 25

7. Assignments / Tutorials Details (must attach print out of all questions together with AAP)

Assignment No.	Title of the Assignments / Tutorials	CO Map	Assignments given to Students on	Date of Submission
1	Practical problems on Electricity Company	1		
2	Practical problems on Co-operative Housing Society	2		
3	Practical problems on Investment Accounting	3		
4	Practical problems on Mutual Fund	4		
5	Project on IFRS and Reporting	5		

Analysis of Assignment / Tutorial Questions and Related Resources

Assignment No.	Week No.	Type* (v)			Module No.	Based on #			Question Type (v)	
		R	UQ	OBT		Text Book	Reference Book	Other Learning Resource	MU EQ	Thought Provoking
1	3	√	√		1				√	
2	5	√	√		4				√	
3	8	√	√		2				√	
4	11	√	√		3				√	
5	13	√	√		5				√	

* Tick (v) the Type of the Assignment: Regular (R); Unannounced Quiz (UQ) ; Open Book Test for TY/SY/MASTERS (OBT)

Write number for Text book, reference book, other learning resource from this AAP – from Points 4.a to 4.d

8. Internal Assessment / Other Class Test / Open Book Test (OBT)/Take Home Test (THT) Details

Tests	Test Dates	Module No.	CO Map	IA Question Paper Pattern	Policy
1 st IA Test	3 rd Week	3	3	Online Test of 10 Marks (20 MCQ on Respective units each 0.5 Marks)	No IA Re-test IA is a Head of passing *
2 nd IA Test	6 th Week	1	1		
3 rd IA Test	9 th Week	2	2		

4 th IA Test	12 th Week	4	4		
Pop Quiz	2 rd week 10 th week	3 1			
Open Book Test	8 th week 11 th week	4 5			
Take Home Test	8 th week	2			
Class tests / prelims					
Class tests / prelims					
Any other test/exams					

* IA failures will have to appear for re-test in next semester

9.a Practical Activities – Regular Experiments

Practical No.	Module No.	Title of the Regular Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1					
2					
3					
4					
5					
6					
7					
8					
9					
10					

9.b Practical Activities – Newly Added Experiments

Practical No.	Module No.	Title of the Newly Added Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1					
2					

9.c Practical Activities – PBL Experiments

Practical No.	Module No.	Title of the PBL Experiments	Concepts to be highlighted	CO Map	Audit / Quality (0 to 4)
1		-			
2					

10. Beyond Syllabus Activities for Gap Mitigation

No.	Type of the Activity	Activities	Details – no of attendees, guest, feedback, mark sheet, report
1	Interaction with Outside World	Guest Lecture / Workshops	
2		Industrial Visit	Yes
3	Test and Assessments	Class Tests – (other than IA)	Yes
4		Mini Projects	Analysis of co-operative society Accounts
5		Pop Quiz	Yes
6		Mobile App Based Quiz	
7		Open Book Test	Yes
8		Take Home Test	Yes
9	Collaborative and Group Activity	Poster Presentation	Yes
10		Minute Papers	Yes
11		Students Seminar	
12		Students Debates	
13		Panel Discussion / Mock GD	
14		Mock Interview	
15	Co-curricular Courses	MOOC-NPTEL/Coursera Videos	
16		Value Added Courses	Yes
17		Lecture Capture Usage	

* Do not delete any activity. Give details for planned events. Write 'NA' for activity Not Planned.

Consolidated Academic Administration Plan Prepared by (mention all theory teaching faculty names with signature)

Mr. Sandip Khandekar

Ms. Kavitha Mohan

Faculty 1 Name (Sign.)

Faculty 2 Name (Sign.)

Faculty 3 Name (Sign.)

External Industry Mentor (Sign.)

External Academic Mentor (Sign.)

VSIT Cluster Mentor Name (Sign.)

Head of Dept. (Sign.)

The academic resources available in VSIT –

VMIS (ERP)	V-Refer and V-Live	VSIT Library	VAC & MOOC Courses
Institute & Department Vision and Mission	Former IA question papers and solutions (prepared by faculty)	Former IA question papers solutions - hardcopy	Value Added Courses (VAC) are conducted throughout the semester & in the semester break - Enrol for the VACs
Program Educational Objectives (PEO)	MU end semester examination question papers and solutions (prepared by faculty)	MU end semester exam question paper & solutions - by faculty, hardcopy	
Program Specific Outcome (PSO)	Class notes and Digital Content for the subject (scanned / typed by faculty)	All text books, reference books, e - books mentioned in the syllabus & AAP	Online courses from NPTEL, Coursera etc. are pursued throughout the semester - Register for the course & get certified
Program Outcome (PO)	Comprehensive question bank, EQ, GQ, PPT, Class Test papers	Technical journals and magazines for reference	
Departmental Knowledge Map	Academic Administration Plan & Beyond Syllabus Activity report	VSIT library is member of IIT Bombay Library	Watch former lectures captured in LMS at VSIT

1.a Course Objectives (write in detail – follow NBA guideline in this regard)

Cognitive	What do you want students to know?	The students should be able to understand Approaches of Business Valuation
Affective	What do you want students to think / care about?	The students should be able to learn Commonly Used Bases for determining the Exchange Ratio – EPS, MPS, Book value

Behavioural	What do you want students to be able to do?	The students should be able to have make sound Financial Decision s based on their knowledge of mergers ,acquisition, restructuring , leasing etc
-------------	---	---

1.b Course Outcome (CO) Statements and Module-Wise Mapping (follow NBA guideline)

CO No.	Statements	Related Module/s
CO1	To Know the Basic concepts of Book Value, Market Value, Economic Value	Unit 1
CO2	To understand and prepare accounts relates to mergers and Acquisitions	Unit 2
CO3	To understand Leasing as Financing Decisions	Unit 3
CO4	To practically able to solve problems based on Lease and Hire Purchase.	Unit 4
CO5	To be able to understand working capital Financing.	Unit 5

1.c Mapping of COs with POs (mark S: Strong, M: Moderate, W: Weak, Dash '-': not mapped)

	PO 1	PO 2	PO 3	PO 4	PO 5	PO 6	PO 7	PO 8	PO 9	PO 10	PO 11	PO 12
CO 1	S	M	S	M	M	M						
CO 2	S	S	S	M	M	S						
CO 3	S	S	S	M	M	M						
CO 4	S	M	S	M	M	S						
CO 5	S	M	S	S	M	M						

1.d

Mapping of COs with PSOs (mark S: Strong, M: Moderate, W: Weak, Dash '-':not mapped)

	PSO 1	PSO 2	PSO 3	PSO 4	PSO 5	PSO 6
CO 1	S	M	S	M	M	M
CO 2	S	S	S	M	M	S
CO 3	S	S	S	M	M	M
CO 4	S	M	S	M	M	S
CO 5	S	M	S	S	M	M

1.e

Teaching and Examination Scheme (As specified by the University) for the

Categories	Mathematics	Computing / IT / Electronics	Humanities & Soft Skill	Social Sciences	Commerce	Management	Multidisciplinary
Tick suitable category					✓		

Subject Code	Subject Name	Teaching Scheme			Credits Assigned			
		Theory	Practical	Tutorial	Theory	TW/Practical	Tutorial	Total
3.6.1	FA-VI	75	--	--	3	-	--	3

Subject Code	Subject Name	Examination Scheme							
		Theory Marks IA Test			End Sem. Exam Marks	TW	Practical	Oral	Total
		IA 1	IA 2	Sum of IA1 and IA2					
3.6.1	FA- VI	20	05	25	75	--	--	--	75

1.f

Faculty-Wise Distribution of all Lecture-Practical-Tutorial Hours for the Course

Divisions	Lecture (Hrs.)	Practical (Hrs.)				Tutorial (Hrs.)			
		Batch 1	Batch 2	Batch 3	Batch 4	Batch 1	Batch 2	Batch 3	Batch 4
A	3.33	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.

1.g

Office Hours (Faculty will be available in office in this duration for solving students' query)

Division	Day	Time (at least 1 Hr. / Division)	Venue (Office Room No.)
Batch 1	THUR		
Batch 2	SAT		

2.a

Syllabus: Module Wise Teaching Hours and % Weightage in University Question Paper

Module No.	Module Title and Brief Details	Teaching Hrs. for each module	% Weightage in University Question Papers
1	Business Valuation	10	20%
2	Mergers and Acquisitions	10	20%
3	Corporate Restructuring and Takeovers	10	20%
4	Lease and Hire Purchase Financing	10	20%
5	Working Capital financing	10	20%
* Insert rows for more modules in the Course Total		50 HRS	100%

2.b Prerequisite Courses

No.	Semester	Name of the Course	Topic/s
1	2	Financial Management I	
2	5	Financial Management II	

2.c Relevance to Future Courses

No.	Semester	Name of the Course
1	ALL	MBA IN FINANCE
2	1	MCOM

2.d Real Life Application Mapping – Mention Application from Very Common Day to Day Life

No.	Real Life Application Mapping with the Course
1.	Students will be able to prepare accounts of companies that are merged or acquired.
2	Students will be able to work as financial analyst , business valuer's and accountants

3. Past Results – Division-Wise and Topic-Wise Result Based Analysis

Details	Target –Nov 2020	Dec 2019	Dec 2018
Course Passing % – Average of 3 Divisions	95%	100%	94%
Marks Obtained by Course Topper (mark/100)			

Division A	Division B	Division C
------------	------------	------------

Year	Initials of Teacher	% Result	Initials of Teacher	% Result	Initials of Teacher	% Result
Dec 2018-19	MAA	95	MAA	94.12	MAA	93.16
Dec 19-20	VISITING	100%	VISITING	100%	MAA	100%

Topics which affect results negatively	Module Number	Recommendations to overcome these issues & improve result in future
Mergers and Acquisitions	2	More case studies and practical problem solving plus videos and ppts

4 All the Learning Resources – Books and E-Resources

4.a List of Text Books (T – Symbol for Text Books) to be Referred by Students

Sr. No	Text Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Financial Management	M.Y. Khan and P.K. Jain	, Tata McGraw Hill	7th	1
2	Financial Management: Theory and Practice	Prasanna Chandra	Tata McGraw Hill	2nd	2-5
3	Financial Management	IM Pandey		3rd	2-5
4	Financial Management	Ravi Kishor			

4.b List of Reference Books (R – Symbol for Reference Books) to be Referred by Students

Sr. No	Reference Book Titles	Author/s	Publisher	Edition	Module Nos.
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1	Financial Reporting	Chatterggee	Taxman	2nd	2
2	Fundamentals of Financial Management	Bhabotosh Banerjee,	PHI Learning Pvt. Ltd		
3	Financial Management	IM Pandey	Taxman	3rd	3
4	Financial Management	Ravi Kishor			5

4.c List of E - Books (E – Symbol for E-Books) to be Referred by Students

Sr. No	E- Book Titles	Author/s	Publisher	Edition	Module Nos.
1					
2					
3					
4					

4.d Web Links and Names of Magazines, Journals, E-journals – [VIT is member of IIT Bombay Library]

Refer online journals subscribed in VIT library. You can also access IIT Bombay online library for journals from IITB campus.

Sr. No.	Web-Links and Names of Journals and E-Journals Recommended to Students for this Course	Web-Links and Names of Magazines Recommended to Students for this Course	Module Nos.
1	Mergers_and_Acquisitions_A_Conceptual_Review	https://www.researchgate.net/publication/283044556_Mergers_and_Acquisitions_A_Conceptual_Review	2
2	Corporate Restructuring and Takeovers	https://dash.harvard.edu/bitstream/handle/1/20213003/Coates_781.pdf?sequence=1	3
3	Hire Purchase and Leasing	https://www.accaglobal.com/in/en/business-finance/types-finance/hire-purchase.html	4

4.e Module Best Available in - Tick the best resource [from 4.a to 4.d in this AAP] & give details

Module No.	Category (Please Tick Mark) - √						Available In VSIT Library?		Details of the Resource (i.e. Name, Chapter & Page No., etc.)
	Book			Maga-zine	Journals		Y	N	
	Text	Reference	E-Book		Regular	E-Journal			
1		✓					✓		Financial Reporting
2		✓					✓		Financial Accounting
		✓					✓		Advance Accounts

4.f Web Links for Online Notes/YouTube/VSIT Digital Content/VIT Lecture Capture/NPTEL Videos

Students can view lectures by VSIT professors, captured through LMS 'Lecture Capture' in VIT campus for previous years.

No.	Websites / Links	Module Nos.
1	https://youtu.be/8whZgxyvFWY	1
2	https://youtu.be/0hke5zfUd_w	1
3	https://youtu.be/nHy-b2e1-wA	2
4	https://youtu.be/iMVaYUYAx4g	3
5	https://youtu.be/7JPPSrsUZ54	4
6	https://youtu.be/aAOWhMAi8Yk	5
7		
8		
9		
10		

4.g Recommended MOOC Courses like Coursera / NPTEL / MIT-OCW / edX etc.

Sr. No.	MOOC Course Link	Course conducted by – Person / University / Institute / Industry	Course Duration	Certificate (Y / N)
1	Working Capital Management https://www.classcentral.com/course/swayam-working-capital-management-14361	Indian Institute of Technology Roorkee and NPTEL via Swayam	12 weeks	Y
2	Mergers and Acquisitions – The Relentless Pursuit of Synergy https://www.classcentral.com/course/mergers-and-acquisitions-10794	Moscow Institute of Physics and Technology and American Institute of Business and Economics via Coursera	5 weeks	Y

4.h Recommended Value Added Courses (VAC)

Sr. No.	Name of the Value Added Course	Conducted by – Person / Institute / Industry	Course Duration	Certificate (Y / N)
1	http://wikieducator.org/HIRE-PURCHASE_SYSTEM_(PART_I)	wikieducator	4 weeks	Y

4.i Study Material Distributed among Students

Tick if distributed among students					
GQ	Notes	Digital Content	PPT	EQ (updated till the Last Exam)	Other (Write Details)
<input type="checkbox"/> ✓	<input type="checkbox"/> ✓	<input type="checkbox"/> ✓	<input type="checkbox"/> ✓	<input type="checkbox"/> ✓	

5. Consolidated Course Lesson Plan

	From (date/month/year)	To (date/month/year)	Total Number of Weeks
Semester Duration	/19		

Week	Lecture no.	Module No.	Lecture Topics / IA 1 and IA 2 / BSA planned to be covered	Actual date of Completion	COs	Recommended Prior Viewing / Reading	
						Lecture No. (on LMS)	Chapter No. / Page Nos./ Books/ Web Site
1	1	1	Business Valuation Conceptual Framework of Valuation		CO1		
	2	1	Book Value, Market Value, Economic Value, Liquidation Value, Replacement Value, Salvage Value		CO1		
			Value of Goodwill and Fair Value		CO1		Self study
2	3	1	Approaches of Valuation, Assets Based Approach to Valuation, Earnings Based Approach to Valuation.		CO1		

	4	1	Earnings Measure on Cash Flow Basis		CO1		Quiz on Self study Topic
	5	1	Market Value Added Approach and Economic Value Added.		CO1		
3	6	1	Practical Problems		CO1		
	7	1	Practical Problems		CO1		
	8	1	Practical Problems		CO1		
4	9	1	Practical Problems		CO1		
	10	2	Mergers and Acquisitions Introduction- Basic modes of acquiring another firm		CO1		
	11	2	Synergy effects, Difference between Merger and Takeover,		CO1		
5	12	2	Advantages of Mergers and Acquisitions, Benefits of Merger for Acquiring firm,		CO2		
	13	2	Reasons of companies to offer themselves for sale, Reasons for failure of Mergers and Reverse Merger		CO2		
	14	2	Commonly Used Bases for determining the Exchange Ratio – EPS, MPS, Book value and Combination of Mergers and Evaluation of Mergers		CO2		
6	15	2	Practical Problems		CO2		
	16	2	Practical Problems		CO2		
	17	2	Practical Problems		CO2		
7	18	2	Practical Problems		CO2		

	19	2	Practical Problems		CO2		
	20	2	Practical Problems		CO2		
8	21	3	Corporate Restructuring and Takeovers Introduction – Meaning, Need and Importance, Forms of Restructuring, Advantages and Disadvantages		CO3		
	22	3	Takeovers – Meaning, SEBI Guidelines, Anti-takeover defences and Asset and Liability Restructuring.		CO3		
	23	3	Practical Problems		CO3		
9	24	3	Practical Problems		CO3		
	25	3	Practical Problems		CO3		
	26	3	Practical Problems		CO3		
10	27	3	Practical Problems		CO3		
	28	3	Practical Problems		CO3		
	29	4	Lease and Hire Purchase Financing Introduction – Meaning and Types of Leases, Rationale, Mechanics, Operating Leases		CO4		
11	30	4	Leasing as Financing Decisions, Calculation of Cash flows of a finance lease		CO4		
	31	4	Hire Purchase – Meaning, Need and Importance, Calculation of Hire Purchase instalments.		CO4		
	32	4	Choice between Leasing and Hire Purchase		CO4		

12	33	4	Practical Problems		CO4		
	34	4	Practical Problems		CO4		
	35	4	Practical Problems		CO4		
13	36	4	Practical Problems		CO4		
	37	4	Practical Problems		CO4		
	38	5	Working Capital financing Introduction – Key features and Characteristics of Trade Credit, Bank Credit		CO4		
14	39	5	Commercial Papers, Certificate of Deposits and Factoring		CO5		
	40	5	Practical Problems based on Factoring and calculations of yield of CP's and CD's		CO5		
	41	5	Practical Problems		CO5		
15	42	5	Practical Problems		CO5		
	43	5	Practical Problems		CO5		
	44	5	Practical Problems		CO5		
	45	5	Practical Problems		CO5		

6.

Rubric for Grading and Marking of Term Work (inform students at the beginning of semester)

Lecture + Practical (%)	Assignments	Tutorial	Lab / Practical Performance	Lab Journal Assessment	Class Tests (Other	Class participation	Other (2)	Total
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Attendance) & Marks					than IA)		spec ify	
						05		05

7. Assignments / Tutorials Details (must attach print out of all questions together with AAP)

Assignment No.	Title of the Assignments / Tutorials	CO Map	Assignments given to Students on	Date of Submission
1	Business Valuation	CO1	2 nd week	3 rd week
2	Mergers and Acquisitions	CO2	5 th week	6 th week
3	Corporate Restructuring and Takeovers	CO3	6 th week	7 th week
4	Lease and Hire Purchase Financing	CO4	8 th week	9 th week
5	Working Capital financing	CO5	10 th week	11 th week

Analysis of Assignment / Tutorial Questions and Related Resources

Assignment	Week No.	Type* (√)			Module No.	Based on #			Question Type (√)	
		R	UQ	OBT		Text Book	Reference Book	Other Learning Resource	MU EQ	Thought Provoking
1	2	Y	Y		1		Y		Y	Y
2	4	Y	Y		2		Y		Y	Y
3	6	Y	Y		3		Y		Y	Y
4	8	Y	Y		4		Y		Y	Y

* Tick (✓) the Type of the Assignment: Regular (R); Unannounced Quiz (UQ) ; Open Book Test for TY/SY/MASTERS (OBT)

Write number for Text book, reference book, other learning resource from this AAP – from Points 4.a to 4.d

8. Internal Assessment / Other Class Test / Open Book Test (OBT)/Take Home Test (THT) Details

Tests	Test Dates	Module No.	CO Map	IA Question Paper Pattern	Policy
1 st IA Test				Q1 – MCQ - 10 Marks Q2 – 1 numerical 5 Marks Q3 – 1 numerical 5 Marks 20 marks each for IA 1 & 2	No IA Re-test
2 nd IA Test					IA is a Head of passing *
Pop Quiz	Jan	1,5	CO1,5		
Open Book Test	Feb	4	CO4		
Take Home Test	Mar	3	CO3		
Class tests / prelims	Mar	ALL	All		
Class tests / prelims					
Any other test/exams					

* IA failures will have to appear for re-test in next semester

9.a Practical Activities – Regular Experiments

Practical No.	Module No.	Title of the Regular Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1					

2					
3					

9.b Practical Activities – Newly Added Experiments

Practical No.	Module No.	Title of the Newly Added Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1					
2					

9.c Practical Activities – PBL Experiments

Practical No.	Module No.	Title of the PBL Experiments	Concepts to be highlighted	CO Map	Audit / Quality (0 to 4)
1					
2					

10. Beyond Syllabus Activities for Gap Mitigation

No.	Type of the Activity	Activities	Details – no of attendees, guest, feedback, mark sheet, report
1	Interaction with Outside World	Guest Lecture / Workshops	
2		Industrial Visit	Yes
3	Test and Assessments	Class Tests – (other than IA)	
4		Mini Projects	Yes
5		Pop Quiz	Yes
6		Mobile App Based Quiz	
7		Open Book Test	Yes

8		Take Home Test	Yes
9	Collaborative and Group Activity	Poster Presentation	Yes
10		Minute Papers	
11		Students Seminar	
12		Students Debates	Yes
13		Panel Discussion / Mock GD	Yes
14		Mock Interview	
15	Co-curricular Courses	MOOC- NPTEL/Coursera Videos	Yes
16		Value Added Courses	Yes
17		Lecture Capture Usage	

*** Do not delete any activity. Give details for planned events. Write 'NA' for activity Not Planned.**

Consolidated Academic Administration Plan Prepared by (mention all theory teaching faculty names with signature)

Agnus Anthony

Faculty 1 Name (Sign.)

Faculty 2 Name (Sign.)

Faculty 3 Name (Sign.)

Agnus Anthony Meledath

External Industry Mentor (Sign.) External Academic Mentor (Sign.)

Prof. Prof. Pallav Shah

L.N.Chopde

VSIT Cluster Mentor Name (Sign.)

Head of

Dept. (Sign.)

The academic resources available in VSIT –

VMIS (ERP)	V-Refer and V-Live	VSIT Library	VAC & MOOC Courses
Institute & Department Vision and Mission	Former IA question papers and solutions (prepared by faculty)	Former IA question papers solutions - hardcopy	Value Added Courses (VAC) are conducted throughout the semester & in the semester break - Enrol for the VACs
Program Educational Objectives (PEO)	MU end semester examination question papers and solutions (prepared by faculty)	MU end semester exam question paper & solutions - by faculty, hardcopy	
Program Specific Outcome (PSO)	Class notes and Digital Content for the subject (scanned / typed by faculty)	All text books, reference books, e -books mentioned in the syllabus & AAP	Online courses from NPTEL, Coursera etc. are pursued throughout the semester - Register for the course & get certified
Program Outcome (PO)	Comprehensive question bank, EQ, GQ, PPT, Class Test papers	Technical journals and magazines for reference	
Departmental Knowledge Map	Academic Administration Plan & Beyond Syllabus Activity report	VSIT library is member of IIT Bombay Library	Watch former lectures captured in LMS at VSIT

1.a Course Objectives (write in detail – follow NBA guideline in this regard)

Cognitive	What do you want students to know?	Gain knowledge about difference between costing Techniques and Costing methods.
Affective	What do you want students to think / care about?	Understand the terminologies of Budgetary Control, Standard Costing, Marginal Costing and Managerial Decision Making.
Behavioural	What do you want students to be able to do?	Ability to prepare budget for a start up on their own for any project.

1.b Course Outcome (CO) Statements and Module-Wise Mapping (follow NBA guideline)

CO No.	Statements	Related Module/s
CO1	Understand different types of budget and its preparation	Unit 1
CO2	Gain knowledge on application of marginal costing	Unit 2
CO3	Analyse different project proposals on its profitability , expansion or withdrawal	Unit 3
CO4	Analyse the cost component and the variation from standard and actual	Unit 4

1.c Mapping of COs with POs (mark S: Strong, M: Moderate, W: Weak, Dash '-': not mapped)

	PO 1	PO 2	PO 3	PO 4	PO 5	PO 6	PO 7	PO 8	PO 9	PO 10	PO 11	PO 12
CO 1												
CO 2												
CO 3												
CO 4												
CO 5												

1.d Mapping of COs with PSOs (mark S: Strong, M: Moderate, W: Weak, Dash '-':not mapped)

	PSO 1	PSO 2	PSO 3	PSO 4
CO 1				
CO 2				
CO 3				
CO 4				
CO 5				

1.e Teaching and Examination Scheme (As specified by the University) for the Course

Categories	Mathematics	Computing / IT / Electronics	Humanities & Soft Skill	Social Sciences	Commerce	Management	Multidisciplinary
Tick suitable category					✓		

Subject Code	Subject Name	Teaching Scheme			Credits Assigned			
		Theory	Practical	Tutorial	Theory	TW/Practical	Tutorial	Total
3.6.2	Cost Accounting IV	75	--	--	3	-	--	3

Subject Code	Subject Name	Examination Scheme							
		Theory Marks IA Test			End Sem. Exam Marks	TW	Practical	Oral	Total
		IA 1	IA 2	Sum of IA1 and IA2					
3.6.2	Cost Accounting IV	20	05	25	75	--	--	--	75

1.f Faculty-Wise Distribution of all Lecture-Practical-Tutorial Hours for the Course

Divisions	Lecture (Hrs.)	Practical (Hrs.)				Tutorial (Hrs.)			
		Batch 1	Batch 2	Batch 3	Batch 4	Batch 1	Batch 2	Batch 3	Batch 4
Batch 1	3	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.
Batch 2	3	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.

1.g Office Hours (Faculty will be available in office in this duration for solving students' query)

Division	Day	Time (at least 1 Hr. / Division)	Venue (Office Room No.)
A			
B			
C			

2.a Syllabus: Module Wise Teaching Hours and % Weightage in University Question Paper

Module	Module Title and Brief Details	Teaching	% Weightage in
--------	--------------------------------	----------	----------------

No.		Hrs. for each module	University Question Papers
1	Budgeting and Budgetary Control	10	25
2	Absorption Costing and Marginal Costing	10	25
3	Managerial Decision Making	10	25
4	Standard Costing and Variance Analysis	10	25
5			
* Insert rows for more modules in the Course		Total	40
			100

2.b Prerequisite Courses

No.	Semester	Name of the Course	Topic/s
1	2	Cost Accounting I	ALL
2	3	Cost Accounting II	ALL
3	5	Cost Accounting	ALL

2.c Relevance to Future Courses

No.	Semester	Name of the Course
1		Higher Studies in ICWA
2		M.Com., MMS., MBA

2.d Real Life Application Mapping – Mention Application from Very Common Day to Day Life

No.	Real Life Application Mapping with the Course
1	Preparation of cost accounts in a company
2	Inter related to preparation of budget
3	Identification of cost component responsible for increase in cost

3. Past Results – Division-Wise and Topic-Wise Result Based Analysis

Details	Target - Dec 2021	April 2020	April 2019	April 2018	April 2016
Course Passing % – Average of 3 Divisions	100	100	95.8%	97.6	89.66

Marks Obtained by Course Topper (marks /100)	100	100	96	96	96
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Year	Division A		Division B		Division C	
	Initials of Teacher	% Result	Initials of Teacher	% Result	Initials of Teacher	% Result
April 2020	J. Gunasundari	100%	J. Gunasundari	100%	J. Gunasundari	100%
April 2019	J. Gunasundari	95.8%	J. Gunasundari	95.8%	J. Gunasundari	95.8%
April 2018	J. Gunasundari	97.6				

Topics which affect results negatively	Module Number	Recommendations to overcome these issues & improve result in future
Managerial decision making	3	Solving sums with different adjustment
Marginal costing	2	Recitation of formulae

4 All the Learning Resources – Books and E-Resources

4.a List of Text Books (T – Symbol for Text Books) to be Referred by Students

Sr. No	Text Book Titles	Author/s	Publisher	Edition	Module Nos.
1					
2					
3					
4					
5					
6					

4.b List of Reference Books (R – Symbol for Reference Books) to be Referred by Students

Sr. No	Reference Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Cost Accounting	P.C. Tulsian	S.Chand	2008	
2	Cost Accounting	B.M. Lall Nigam	PHI	2014	
3	Cost Accounting	M.N. Arora	Himalaya	2014	
4	Cost and Management Accounting	Taxmann	Taxmann	4th	
5					
6					

4.c List of E - Books (E – Symbol for E-Books) to be Referred by Students

Sr. No	E- Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Cost Accounting : A managerial Emphasis	Charles T Horngren(Google Search)	Pearson	13	1 & 2
2					
3					
4					

4.d Web Links and Names of Magazines, Journals, E-journals – [VIT is member of IIT Bombay Library]

Refer online journals subscribed in VIT library. You can also access IIT Bombay online library for journals from IITB campus.

Sr. No.	Web-Links and Names of Journals and E-Journals Recommended to Students for this Course	Web-Links and Names of Magazines Recommended to Students for this Course	Module Nos.
1	https://lib.myilibrary.com	Global Journal of Finance and Management	1-4
2	https://doaj.org/	Indian Journal of Management	1-4
3	ebsco	The Chartered Accountant	1-4
4		Indian Journal of Finance	1-4
5		International Journal of Management	1-4
6			

4.e Module Best Available in - Tick the best resource [from 4.a to 4.d in this AAP] & give details

Module No.	Category (Please Tick Mark) - √						Available In VSIT Library?		Details of the Resource (i.e. Name, Chapter & Page No., etc.)
	Book			Magazine	Journals		Y	N	
	Text	Reference	E-Book		Regular	E-Journal			
1	✓	✓					Y		Cost Accounting - Tulsian
2									
3									
4									
5									

4.f Web Links for Online Notes/YouTube/VSIT Digital Content/VIT Lecture Capture/NPTEL Videos

Students can view lectures by VSIT professors, captured through LMS 'Lecture Capture' in VIT campus for previous years.

No.	Websites / Links	Module Nos.
1	Digital Content (live.vsit.edu.in)	1-4
2	https://www.youtube.com/watch?v=SjFv8RwAlco&list=PLp1aD-	1

	TyJZ1pvKo29cL4oFLo5Evg3R2aWOnline Notes and PPTs (http://www.buyya.com/254/lecture-plan.html)	
3	https://www.youtube.com/watch?v=89dZ40QRPPA	Absorption costing-unit 2
4		
5		
6		
7		
8		
9		
10		

4.g Recommended MOOC Courses like Coursera / NPTEL / MIT-OCW / edX etc.

Sr. No.	MOOC Course Link	Course conducted by – Person / University / Institute / Industry	Course Duration	Certificate (Y / N)
1	https://www.udemy.com/	Cost Accounting & Financial Management – Raja Natarajan	45 hrs	Y

4.h Recommended Value Added Courses (VAC)

Sr. No.	Name of the Value Added Course	Conducted by – Person / Institute / Industry	Course Duration	Certificate (Y / N)
1	Basic Programm on Technical Analysis	BSE	1	Y

4.i Study Material Distributed among Students

Tick if distributed among students					
GQ	Notes	Digital Content	PPT	EQ (updated till the Last Exam)	Other (Write Details)
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	

5. Consolidated Course Lesson Plan

	From (date/month/year)	To (date/month/year)	Total Number of Weeks
Semester Duration	11-1-2020		15

Week	Lecture no.	Module No.	Lecture Topics / IA 1 and IA 2 / BSA planned to be covered	Actual date of Completion	COs	Recommended Prior Viewing / Reading	
						Lecture No. (on LMS)	Chapter No. / Page Nos./ Books/ Web Site
1	1	1	Introduction and Types of Budget				
	2	1	Budgetary Control				
	3	1	Administration of Budgetary Control				
	4	1	Advantages and disadvantages				
	5	1	Sales Budget				
2	6	1	Cash Budget				
	7	1	Production Budget				
	8	1	Purchase Budget				
3	9	1	Flexible Budget				
	10	1	Flexible Budget				
	11	2	Methods and Techniques of costing				
4	12	2	Limitation				
	13	2	Absorption costing				
	14	2	Marginal Costing				
5	15	2	Cost Volume Profit analysis				
	16	2	Profit Volume Ratio- Mix and Match game				

	17	2	Practical sums				
4	18	2	Practical sums				
	19	2	Practical sums				
	20	2	Practical sums				
5	21	3	Managerial decision making, Meaning, Factors				
	22	3	Make Or Buy , Optimum sales mix				
	23	3	Decision regarding exploring new market				
6	24	3	Plant shut down, types of cost				
	25	3	Practical sums				
	26	3	Practical sums				
7	27	3	Practical sums				
	28	3	Practical sums				
	29	3	Practical sums- Assignment II				
8	30	3	Practical sums- Open Book test				
	31	4	Standard costing and Variance analysis, Definition, Purpose , features				
	32	4	Material variances				
9	33	4	Practical sums				
	34	4	Practical sums				

	35	4	Practical sums				
10	36	4	Practical sums				
	37	4	Labour variances				
	38	4	Practical sums – Memory game				
11	39	4	Practical sums				
	40	4	Practical sums				

6. Rubric for Grading and Marking of Term Work (inform students at the beginning of semester)

Lecture + Practical (% Attendance) & Marks	Assignments	Tutorial	Lab / Practical Performance	Lab Journal Assessment	Class Tests (Other than IA)	Class participation	Other (2) specificity	Total
						05		05

7. Assignments / Tutorials Details (must attach print out of all questions together with AAP)

Assignment No.	Title of the Assignments / Tutorials	CO Map	Assignments given to Students on	Date of Submission
1	Managerial Decision Making			
2	Marginal Costing			
3				

4				
5				

Analysis of Assignment / Tutorial Questions and Related Resources

Assignment No.	Week No.	Type* (✓)			Module No.	Based on #			Question Type (✓)	
		R	UQ	OBT		Text Book	Reference Book	Other Learning Resource	MU EQ	Thought Provoking
1	6	Yes			2		Yes			Yes
2	9	Yes			3				Yes	Yes
3										
4										
5										

* Tick (✓) the Type of the Assignment: Regular (R); Unannounced Quiz (UQ) ; Open Book Test for TY/SY/MASTERS (OBT)
Write number for Text book, reference book, other learning resource from this AAP – from Points 4.a to 4.d

8. Internal Assessment / Other Class Test / Open Book Test (OBT)/Take Home Test (THT) Details

Tests	Test Dates	Module No.	CO Map	IA Question Paper Pattern	Policy
1 st IA Test				Q1 – MCQ - 10 Marks Q2 – 1 numerical 5 Marks Q3 – 1 numerical 5 Marks 20 marks each for IA 1 & 2	No IA Re-test
2nd IA Test					IA is a Head of passing *
Pop Quiz	8 th week	2			
Open Book Test	10 th Week	All			
Take Home Test					
Class tests / prelims					
Class tests / prelims					
Any other test/exams					

* IA failures will have to appear for re-test in next semester

9.a Practical Activities – Regular Experiments

Practical No.	Module No.	Title of the Regular Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1					
2					
3					
4					
5					
6					
7					
8					
9					
10					

9.b **Practical Activities – Newly Added Experiments**

Practical No.	Module No.	Title of the Newly Added Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1					
2					

9.c **Practical Activities – PBL Experiments**

Practical No.	Module No.	Title of the PBL Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1	1	Preparation of Business Plan	Budget	1	
2					

10. **Beyond Syllabus Activities for Gap Mitigation**

No.	Type of the Activity	Activities	Details – no of attendees, guest, feedback, mark sheet, report
1	Interaction with Outside World	Guest Lecture / Workshops	Guest Lecture on budgeting
2		Industrial Visit	
3	Test and Assessments	Class Tests – (other than IA)	
4		Mini Projects	Preparation of budget for start up business
5		Pop Quiz	Quiz
6		Mobile App Based Quiz	
7		Open Book Test	Open Book Test- Marginal costing
8		Take Home Test	
9	Collaborative and Group Activity	Poster Presentation	
10		Minute Papers	Yes
11		Students Seminar	Yes
12		Students Debates	
13		Panel Discussion / Mock GD	
14		Mock Interview	
15	Co-curricular Courses	MOOC-NPTEL/Coursera Videos	
16		Value Added Courses	
17		Lecture Capture Usage	

*** Do not delete any activity. Give details for planned events. Write 'NA' for activity Not Planned.**

Consolidated Academic Administration Plan Prepared by (mention all theory teaching faculty names with signature)

Faculty 1 Name (Sign.)

Faculty 2 Name (Sign.)

Faculty 3 Name (Sign.)

External Industry Mentor (Sign.)

External Academic Mentor (Sign.)

VSIT Cluster Mentor Name (Sign.)

Head of Dept. (Sign.)

Version 2020-

The academic resources available in VSIT –

VMIS (ERP)	V-Refer and V-Live	VSIT Library	VAC & MOOC Courses
Institute & Department Vision and Mission	Former IA question papers and solutions (prepared by faculty)	Former IA question papers solutions - hardcopy	Value Added Courses (VAC) are conducted throughout the semester & in the semester break - Enrol for the VACs
Program Educational Objectives (PEO)	MU end semester examination question papers and solutions (prepared by faculty)	MU end semester exam question paper & solutions - by faculty, hardcopy	
Program Specific Outcome (PSO)	Class notes and Digital Content for the subject (scanned / typed by faculty)	All text books, reference books, e -books mentioned in the syllabus & AAP	Online courses from NPTEL, Coursera etc. are pursued throughout the semester - Register for the course & get certified
Program Outcome (PO)	Comprehensive question bank, EQ, GQ, PPT, Class Test papers	Technical journals and magazines for reference	
Departmental Knowledge Map	Academic Administration Plan & Beyond Syllabus Activity report	VSIT library is member of IIT Bombay Library	Watch former lectures captured in LMS at VSIT

1.a Course Objectives (write in detail – follow NBA guideline in this regard)

Cognitive	What do you want students to know?	To gain advanced knowledge of GST law along with Customs Act
Affective	What do you want students to think / care about?	To understand the procedural requirements of GST
Behavioural	What do you want students to be able to do?	To consult about GST after learning its application in practical life and to look after this subject as an career opportunity

1.b Course Outcome (CO) Statements and Module-Wise Mapping (follow NBA guideline)

CO No.	Statements	Related Module/s
CO1	Payments under GST, Interests on delayed payments	Unit 1
CO2	Filing of GST return	Unit 2
CO3	Assessment procedures and keeping of records	Unit 3
CO4	Introduction to basic concepts of Customs Act	Unit 4
CO5	Special provisions related to Baggage, import and export	Unit 5
CO6	Foreign Trade Policies and its scope, applicability	Unit 6

1.c Mapping of COs with POs (mark S: Strong, M: Moderate, W: Weak, Dash '-': not mapped)

	PO 1	PO 2	PO 3	PO 4	PO 5	PO 6	PO 7	PO 8	PO 9	PO 10	PO 11	PO 12
CO 1	S	W	W	M	W	S						
CO 2	S	W	W	M	W	S						
CO 3	S	W	W	M	W	S						
CO 4	S	W	W	M	W	S						

CO5	S	W	M	M	S	S						
CO6	S	M	M	M	S	S						

1.d Mapping of COs with PSOs (mark S: Strong, M: Moderate, W: Weak, Dash '-':not mapped)

	PSO 1	PSO 2	PSO 3	PSO 4
CO 1				
CO 2				
CO 3				
CO 4				
CO 5				

1.e Teaching and Examination Scheme (As specified by the University) for the Course

Categories	Mathematics	Computing / IT / Electronics	Humanities & Soft Skill	Social Sciences	Commerce	Management	Multidisciplinary
Tick suitable category					✓		

Subject Code	Subject Name	Teaching Scheme			Credits Assigned			
		Theory	Practical	Tutorial	Theory	TW/Practical	Tutorial	Total
CC	Taxation-V	75			3			3

Subject Code	Subject Name	Examination Scheme							Total
		Theory Marks IA Test			End Sem. Exam Marks	TW	Practical	Oral	
		IA 1	IA 2	Average of IA1 and IA2					
CC	Taxation-V	20			75			05	100

1.f Faculty-Wise Distribution of all Lecture-Practical-Tutorial Hours for the Course

Divisions	Lecture (Hrs.)	Practical (Hrs.)				Tutorial (Hrs.)			
		Batch 1	Batch 2	Batch 3	Batch 4	Batch 1	Batch 2	Batch 3	Batch 4
A	40								
B	40								
C	40								

1.g Office Hours (Faculty will be available in office in this duration for solving students' query)

Division	Day	Time (at least 1 Hr. / Division)	Platform
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A/B/C	Saturday	5 pm – 6 pm	MS Teams
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2.a Syllabus : Module Wise Teaching Hours and % Weightage in University Question Paper

Module No.	Module Title and Brief Details	Teaching Hrs. for each module	% Weightage in University Question Papers
1	Payments and refunds	10	Equal
2	GST Returns	02	
3	Accounts, Audit, Assessment and records	04	
4	Customs Act-I	12	
5	Customs Act-II	12	
* Insert rows for more modules in the Course		Total	40
			100

2.b Prerequisite Courses

No.	Semester	Name of the Course	Topic/s
2	III	BAF	Direct Taxes-I
3.	IV	BAF	Direct Taxes-II
4.	V	BAF	Indirect Taxes-II (GST)

2.c Relevance to Future Courses

No.	Semester	Name of the Course
1	IV	MCOM
2		MBA
3		CA, CS, CMA, CFA, CPA

2.d Real Life Application Mapping – Mention Application from Very Common Day to Day Life

No.	Real Life Application Mapping with the Course
1	To understand the current issues & its legal compliances

2	To understand about provisions which will help them at the time of internship/projects/job
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3. Past Results – Division-Wise and Topic-Wise Result Based Analysis

Details	Target - May 2021	May 2020	May 2019	May 2018
Course Passing % – Average of 3 Divisions	100%	100%	100	NA
Marks Obtained by Course Topper (mark/100)	95+	100	96	NA

Year	Division A		Division B		Division C	
	Initials of Teacher	% Result	Initials of Teacher	% Result	Initials of Teacher	% Result
May 2020	SSB	100%	SSB	100%	SSB	100%
May 2019	SSB	100%	SSB	100%	SSB	100%
May 2018	NA					

Topics which affect results negatively	Module Number	Recommendations to overcome these issues & improve result in future
Customs Act-I	4	Conceptual videos, written assignments
Customs Act-II	5	Conceptual videos, written assignments

4 All the Learning Resources – Books and E-Resources

4.a List of Text Books (T – Symbol for Text Books) to be Referred by Students

Sr. No	Text Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Indirect Taxes: Law and Practice	V.S. Datey	Taxmann		1-6
2.	GST Law & practice with Customs & FTP	V.S. Datey	Taxmann		1-6

4.b List of Reference Books (R – Symbol for Reference Books) to be Referred by Students

Sr. No	Reference Book Titles	Author/s	Publisher	Edition	Module Nos.
1	GST Law & practice with Customs & FTP	Sanjiv Agarwal	Snow White Publications		1-6
2	A Student's Guide to GST	V.S. Datey	Taxmann		1-6

4.c List of E - Books (E – Symbol for E-Books) to be Referred by Students

Sr. No	E- Book Titles	Author/s	Publisher	Edition	Module Nos.
--------	----------------	----------	-----------	---------	-------------

4.d Web Links and Names of Magazines, Journals, E-journals – [VIT is member of IIT Bombay Library]

Refer online journals subscribed in VIT library. You can also access IIT Bombay online library for journals from IITB campus.

Sr. No.	Web-Links and Names of Journals and E-Journals Recommended to Students for this Course	Web-Links and Names of Magazines Recommended to Students for this Course	Module Nos.
1	Corporate Professionals Today		All

2	ICAI CA Journals on GST	3
---	-------------------------	---

4.e Module Best Available in - Tick the best resource [from 4.a to 4.d in this AAP] & give details

Module No.	Category (Please Tick Mark) - √						Available In VIT Library?		Details of the Resource (i.e. Name, Chapter & Page No., etc.)
	Book			Magazine	Journals		Y	N	
	Text	Reference	E-Book		Regular	E-Journal			
1	✓	✓	✓				Y		Unit 1
2	✓	✓	✓				Y		Unit 2
3	✓	✓	✓				Y		Unit 3
4	✓	✓	✓				Y		Unit 4
5	✓	✓	✓				Y		Unit 5
6	✓	✓	✓				Y		Unit 6

4.f Web Links for Online Notes/YouTube/VIT Digital Content/VIT Lecture Capture/NPTEL Videos

Students can view lectures by VIT professors, captured through LMS 'Lecture Capture' in VIT campus for previous years.

No.	Websites / Links	Module Nos.
1	Digital Content (live.vsit.edu.in)	1-6
2	https://www.youtube.com/watch?v=t7UEElb2h3l	3
3	https://www.youtube.com/watch?v=JK8CzkQh1FY	4
4	https://www.youtube.com/watch?v=JK8CzkQh1FY	5

4.g Recommended MOOC Courses like Coursera / NPTEL / MIT-OCW / edX etc.

Sr. No.	MOOC Course Link	Course conducted by – Person / University / Institute / Industry	Course Duration	Certificate (Y / N)
1	GST Online	ICT	30 Hours	Y

4.h Recommended Value Added Courses (VAC)

Sr. No.	Name of the Value Added Course	Conducted by – Person / Institute / Industry	Course Duration	Certificate (Y / N)
1	Tally ERP with GST	VSIT	30 Hours	Y

4.i Study Material Distributed among Students

Tick if distributed among students

GQ	Notes	Digital Content	PPT	EQ (updated till the Last Exam)	Other (Write Details)
✓	✓	✓	✓	✓	

5. Consolidated Course Lesson Plan

	From (date/month/year)	To (date/month/year)	Total Number of Weeks
Semester Duration	11/01/2021	March 2021	12

Week	Lecture no.	Module No.	Lecture Topics / IA 1 and IA 2 / BSA planned to be covered	Actual date of Completion	Cos	Recommended Prior Viewing / Reading	
						Lecture No. (on LMS)	Chapter No. / Page Nos./ Books/ Web Site
1	1	1	Introduction to Indirect Taxes: History of indirect taxes in India along with the introduction of Customs Act				
	2	1	GST – A Revision: Informal Early Feedback				
	3	1	Payment of taxes, due dates, manner of payment				
2	4	1	Interest on delayed payments, refund of tax				
	5	1	TDS, TCS, interest on delayed refunds				
	6	1	Overall revision of all processes focusing on Electronic Cash and credit ledger				
3	7	1	Practical problems on Interest and full GST payable question				
	8	1	Practical problems on Interest and full GST payable question				
	9	1	Practical problems on Interest and full GST payable question				
4	10	1	Case study: TDS and TCS and other provisions				
	11	2	Furnishing of details of outward supplies Furnishing of details of inward supplies Furnishing of return by regular taxpayers Special returns Claim of input tax credit and provisional acceptance thereof Matching,				

			reversal and reclaim of input tax credit				
			All GSTR forms				
	12	2	GST Return-Steps GST Return – Remaining Theory: Take Home Test				
5	13	3	Accounts, Audit				
	14	3	Records				
	15	4	CUSTOMS ACT 1: Introduction				
6	16	4	Constitutional Aspects – Levy				
	17	4	exemptions from customs duties taxable event				
	18	4	charge of customs duty Classification and valuation of imported and export goods				
7	19	4	All import and export procedures including special procedures relating to baggage				
	20	4	stores Provisions relating to coastal goods and vessels carrying coastal goods Warehousing and Drawback				
	21	4	Valuation as per Customs Act				
8	22	4	Valuation as per Customs Act				
	23	4	Valuation as per Customs Act				
	24	4	Valuation as per Customs Act				
9	25	4	Date determination of rate of duty and tariff value				
	26	4	Questions on Duty Payable				
	27	5	CUSTOMS ACT 2 Questions on Duty Payable				
10	28	5	Questions on Duty Payable				

	29	5	Questions on Duty Payable				
	30	5	FOB, CIF date of duty				
11	31	5	FOB, CIF date of duty				
	32	5	FOB, CIF date of duty				
	33	5	Questions practice on valuation				
12	34	5	Questions practice on valuation				
	35	5	Duty Exemptions and remission Schemes				
	36	5	EOU, EHTP, BTP, STP Schemes				
13	37	5	Questions on Assessable Value: Open Book Test				
	38	5	Questions on Assessable Value: Open Book Test				
	39	6	Introduction to Foreign Trade Policy: Its Scope and Contents				
14	40	6	Foreign Trade policy – A revision through Group Presentations				

6. Rubric for Grading and Marking of Term Work (inform students at the beginning of semester)

Lecture + Practical (% Attendance) & Marks	Assignments	Tutorial	Lab / Practical Performance	Lab Journal Assessment	Class Tests (Other than IA)	Other (1) specify	Other (2) specify	Total
	2 Assignment – 5 Marks							5

7. Assignments / Tutorials Details (must attach print out of all questions together with AAP)

Assignment No.	Title of the Assignments / Tutorials	CO Map	Assignments given to Students on	Date of Submission
1	Definitions	CO1	3 rd Week	4 th Week
2	Customs Act Case Studies	CO4	9 th Week	10 th Week

✓ Analysis of Assignment / Tutorial Questions and Related Resources

Assignment No.	Week No.	Type* (✓)			Module No.	Based on #			Question Type (✓)	
		R	UQ	OBT		Text Book	Reference Book	Other Learning Resource	MU EQ	Thought Provoking
1	3	✓			1		✓			
2	9	✓			4		✓			

* Tick (✓) the Type of the Assignment: Regular (R); Unannounced Quiz (UQ); Open Book Test for TY/SY/MASTERS (OBT)

Write number for Text book, reference book, other learning resource from this AAP – from Points 4.a to 4.d

8. Internal Assessment / Other Class Test / Open Book Test (OBT)/Take Home Test (THT) Details

Tests	Test Dates	Module No.	CO Map	IA Question Paper Pattern	Policy
1 st IA Test	7 TH Week	1& 2		Q1 – MCQ - 10 Marks Q2 – 1 numerical 5 Marks Q3 – 1 numerical 5 Marks 20 marks each for IA 1 & 2	No IA Re-test
2 nd IA Test					IA is a Head of passing *

* IA failures will have to appear for re-test in next semester

9.a Practical Activities – Regular Experiments

Practical No.	Module No.	Title of the Regular Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1					
2					
3					

4					
5					
6					
7					
8					
9					
10					

9.b Practical Activities – Newly Added Experiments

Practical No.	Module No.	Title of the Newly Added Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1					
2					

9.c Practical Activities – PBL Experiments

Practical No.	Module No.	Title of the PBL Experiments	Concepts to be highlighted	CO Map	Audit / Quality (0 to 4)
1	1-6	Illustrations	Principles & Application	All	
2	1-6	Discuss cases studies in GST and Customs	Application	All	

10. Beyond Syllabus Activities for Gap Mitigation

No.	Type of the Activity	Activities	Details – no of attendees, guest, feedback, mark sheet, report
1	Interaction with Outside World	Guest Lecture / Workshops	CA Pallav Shah
2		Industrial Visit	
3	Test and Assessments	Class Tests – (other than IA)	
4		Mini Projects	
5		Pop Quiz	✓

6		Mobile App Based Quiz	✓
7		Open Book Test	✓
8		Take Home Test	✓
9	Collaborative and Group Activity	Poster Presentation	
10		Minute Papers	
11		Students Seminar	
12		Students Debates	✓
13		Panel Discussion / Mock GD	NA
14		Mock Interview	NA
15	Co-curricular Courses	MOOC-NPTEL/Coursera Videos	✓
16		Value Added Courses	NA
17		Lecture Capture Usage	NA

*** Do not delete any activity. Give details for planned events. Write 'NA' for activity Not Planned.**

Consolidated Academic Administration Plan Prepared by (mention all theory teaching faculty names with signature)

Faculty 1 Name (Sign.)

Shreyas Bondre

Faculty 2 Name (Sign.)

Faculty 3 Name (Sign.)

External Industry Mentor (Sign.)

External Academic Mentor (Sign.)

VSIT Cluster Mentor Name (Sign.)

Head of Dept. (Sign.)

Version 2017-

The academic resources available in VSIT –

VMIS (ERP)	V-Refer and V-Live	VSIT Library	VAC & MOOC Courses
Institute & Department Vision and Mission	Former IA question papers and solutions (prepared by faculty)	Former IA question papers solutions - hardcopy	Value Added Courses (VAC) are conducted throughout the semester & in the semester break - Enrol for the VACs
Program Educational Objectives (PEO)	MU end semester examination question papers and solutions (prepared by faculty)	MU end semester exam question paper & solutions - by faculty, hardcopy	
Program Specific Outcome (PSO)	Class notes and Digital Content for the subject (scanned / typed by faculty)	All text books, reference books, e -books mentioned in the syllabus & AAP	Online courses from NPTEL, Coursera etc. are pursued throughout the semester - Register for the course & get certified
Program Outcome (PO)	Comprehensive question bank, EQ, GQ, PPT, Class Test papers	Technical journals and magazines for reference	
Departmental Knowledge Map	Academic Administration Plan & Beyond Syllabus Activity report	VSIT library is member of IIT Bombay Library	Watch former lectures captured in LMS at VSIT

1.a Course Objectives (write in detail – follow NBA guideline in this regard)

Cognitive	What do you want students to know?	To understand different investment alternatives in the market
Affective	What do you want students to think / care about?	To be able to analyse different securities
Behavioural	What do you want students to be able to do?	To be able to create and manage a portfolio

1.b Course Outcome (CO) Statements and Module-Wise Mapping (follow NBA guideline)

CO No.	Statements	Related Module/s
CO1	Students will understand the characteristics of different financial assets such as money market instruments, bonds, and stocks, and how to buy and sell these assets in financial markets.	
CO2	Students will understand the benefit of diversification of holding a portfolio of assets, and the importance played by the market portfolio.	
CO3	Students will know how to apply different valuation models to evaluate fixed income securities, stocks, and how to manage their investment risks.	

1.c Mapping of COs with POs (mark S: Strong, M: Moderate, W: Weak, Dash '-': not mapped)

	PO 1	PO 2	PO 3	PO 4	PO 5	PO 6	PO 7	PO 8	PO 9	PO 10	PO 11	PO 12
CO 1												
CO 2												
CO 3												

CO 4												
CO 5												

1.d Mapping of COs with PSOs (mark S: Strong, M: Moderate, W: Weak, Dash ‘-’:not mapped)

	PSO 1	PSO 2	PSO 3	PSO 4
CO 1				
CO 2				
CO 3				
CO 4				
CO 5				

1.e Teaching and Examination Scheme (As specified by the University) for the Course

Categories	Mathematics	Computing / IT / Electronics	Humanities & Soft Skill	Social Sciences	Commerce	Management	Multidisciplinary
Tick suitable category					✓		

Subject Code	Subject Name	Teaching Scheme			Credits Assigned			
		Theory	Practical	Tutorial	Theory	TW/Practical	Tutorial	Total
	Security Analysis and Portfolio Management	75						4

Subject Code	Subject Name	Examination Scheme							
		Theory Marks IA Test			End Sem. Exam Marks	TW	Practical	Oral	Total
		IA 1	IA 2	Average of IA1 and IA2					
	Security Analysis and Portfolio Management								

1.f Faculty-Wise Distribution of all Lecture-Practical-Tutorial Hours for the Course

Divisions	Lecture (Hrs.)	Practical (Hrs.)				Tutorial (Hrs.)			
		Batch 1	Batch 2	Batch 3	Batch 4	Batch 1	Batch 2	Batch 3	Batch 4
A	3								
B									
C									

1.g Office Hours (Faculty will be available in office in this duration for solving students’ query)

Division	Day	Time (at least 1 Hr. / Division)	Venue (Office Room No.)
A	Wednesday	2:30 – 3:00	Main Staffroom
B	Wednesday	3:00 – 3:30	Main Staffroom

2.a Syllabus : Module Wise Teaching Hours and % Weightage in University Question Paper

Module No.	Module Title and Brief Details	Teaching Hrs. for each module	% Weightage in University Question Papers
1	Portfolio Management – An Introduction & Process	10	20%
2	Portfolio Management – Valuation	6	20%
3	Fundamental Analysis	8	20%
4	Technical Analysis	8	20%
5	Efficient Market Theory & CAPM	8	20%
* Insert rows for more modules in the Course		Total	40
			100%

2.b Prerequisite Courses

No.	Semester	Name of the Course	Topic/s
1	Sem V	BAF	Financial Management- II
2	Sem IV	BAF	Introduction to Management Accounting
3			

2.c Relevance to Future Courses

No.	Semester	Name of the Course
1	MMS	Security Analysis & Portfolio Management
2	CFA	Investment Analysis & Wealth Management
3		

2.d Real Life Application Mapping – Mention Application from Very Common Day to Day Life

No.	Real Life Application Mapping with the Course

1	Managing their own investment portfolios
2	Identifying the risky securities
3	Time to enter and exit from the markets

3. Past Results – Division-Wise and Topic-Wise Result Based Analysis

Details	Target - 2021	Dec 2016	Dec 2015	Dec 2014
Course Passing % – Average of 3 Divisions	100%			
Marks Obtained by Course Topper (mark/100)				

Year	Division A		Division B		Division C	
	Initials of Teacher	% Result	Initials of Teacher	% Result	Initials of Teacher	% Result
Dec 2016						
Dec 2015						
Dec 2014						

Topics which affect results negatively	Module Number	Recommendations to overcome these issues & improve result in future
Technical Analysis	4	Conducting an expert session
Efficient Market Theory & CAPM	5	Revision

4 All the Learning Resources – Books and E-Resources

4.a List of Text Books (T – Symbol for Text Books) to be Referred by Students

Sr. No	Text Book Titles	Author/s	Publisher	Edition	Module Nos.
1					
2					
3					
4					
5					
6					

4.b List of Reference Books (R – Symbol for Reference Books) to be Referred by Students

Sr. No	Reference Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Financial Management	Ravi Kishor			

2	Financial Management	Khan & Jain			
3	Investments, Analysis and Management	McGraw Hill			
4	Investment Analysis and Portfolio Management	Reilly Frank K and Keith Brown			
5					
6					

4.c List of E - Books (E – Symbol for E-Books) to be Referred by Students

Sr. No	E- Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Investment Analysis and Portfolio Management	Frank K. Reilly			

4.d Web Links and Names of Magazines, Journals, E-journals – [VIT is member of IIT Bombay Library]

Refer online journals subscribed in VIT library. You can also access IIT Bombay online library for journals from IITB campus.

Sr. No.	Web-Links and Names of Journals and E-Journals Recommended to Students for this Course	Web-Links and Names of Magazines Recommended to Students for this Course	Module Nos.
1	https://www.researchgate.net/iapm	Dalal Street Investment Journal	
2	http://shodhganga.inflibnet.ac.in	Technical Analysis of stock Trends	
3	https://www.nseindia.com/content/ncfm/course_iapm.pdf		

4.e Module Best Available in - Tick the best resource [from 4.a to 4.d in this AAP] & give details

Module No.	Category (Please Tick Mark) - √						Available In VIT Library?		Details of the Resource (i.e. Name, Chapter & Page No., etc.)
	Book			Magazine	Journals		Y	N	
	Text	Reference	E-Book		Regular	E-Journal			
1									
2									
3									
4									
5									
6									
7									

8									
9									
10									

4.f Web Links for Online Notes/YouTube/VIT Digital Content/VIT Lecture Capture/NPTEL Videos

Students can view lectures by VIT professors, captured through LMS 'Lecture Capture' in VIT campus for previous years.

No.	Websites / Links	Module Nos.
1		
2		
3		
4		
5		
6		
7		
8		
9		
10		

4.g Recommended MOOC Courses like Coursera / NPTEL / MIT-OCW / edX etc.

Sr. No.	MOOC Course Link	Course conducted by – Person / University / Institute / Industry	Course Duration	Certificate (Y / N)
1	Security Analysis and Portfolio Management	Swayam	15 weeks	Y
2	Introduction to Investments	Swayam	15 weeks	Y

4.h Recommended Value Added Courses (VAC)

Sr. No.	Name of the Value Added Course	Conducted by – Person / Institute / Industry	Course Duration	Certificate (Y / N)
1	Advance Excel			
2	Stock Market Operations			

4.i Study Material Distributed among Students

Tick if distributed among students					
GQ	Notes	Digital Content	PPT	EQ (updated till the Last Exam)	Other (Write Details)
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

5. Consolidated Course Lesson Plan

	From (date/month/year)	From (date/month/year)	Total Number of Weeks
Semester Duration	11/01/2021	31/3/2021	13

Week	Lecture no.	Module No.	Lecture Topics / IA 1 and IA 2 / BSA planned to be covered	Actual date of Completion	COs	Recommended Prior Viewing / Reading	
						Lecture No. (on LMS)	Chapter No. / Page Nos./ Books/ Web Site
1	1	1	Introduction : Syllabus and AAP				
	2		Investment - Meaning, Characteristics, Objectives,				
	3		Investment V/s Speculation, Investment V/s Gambling and Types of Investors				
2	4		Portfolio Management – Meaning, Evolution, Phases, Role of Portfolio Managers, Advantages of Portfolio Management				
	5		Investment Environment in India and factors conducive for investment in India.				
	6		Portfolio Analysis – Meaning and its Components,				
3	7		Calculation of Expected Return and Risk, Calculation of Covariance, Risk – Return Trade off.				
	8		Portfolio Selection – Meaning, Feasible Set of Portfolios, Efficient Set of Portfolios, Selection of Optimal Portfolio				
	9		Markowitz Model, Limitations of Markowitz Model, Measuring Security Return and Portfolio Return				
4	10		Measuring Risk under Single Index Model and Multi Index Model.				

	11	2	Portfolio Management – Valuation - Portfolio Revision – Meaning, Need, Constraints and Strategies				
	12		Portfolio Evaluation – Meaning, Need, Measuring Returns				
5	13		Sharpe, Treynor and Jensen Ratios				
	14		Sharpe, Treynor and Jensen Ratios: Practical Sums				
	15		Sharpe, Treynor and Jensen Ratios: Practical Sums				
6	16		Decomposition of Performance				
	17	3	Fundamental Analysis Economy Analysis – Meaning, Framework, Economic Analysis				
	18		Forecasting, Barometric or Indicator Approach, Econometric Model Building and Opportunistic Model Building.				
7	19		Industry Analysis – Concept of Analysis, Industry Life Cycle, Industry Characteristics				
	20		Company Analysis – Financial Statements, Analysis of Financial Statements				
	21		Practical Problems: Debt equity ratios, total debt ratio, proprietary ratios, interest coverage ratio				
8	22		Practical Problems: Profitability ratios related to sales, investment and equity shares Efficiency or Activity Ratios)				
	23		Practical Problems: Assessment of risk (Leverages)				
	24		Practical Problems: Assessment of risk (Leverages)				
9	25	4	Technical Analysis Dow Theory				
	26		Meaning and Principles of Technical Analysis, Price Chart, Line Chart,				
	27		Bar Chart, Japanese Candlestick Chart, Trends and Trend Reversals				

10	28		Chart Patterns, Support and Resistance, Reversal Patterns, Continuation Patterns and Elliot Wave Theory				
	29		Mathematical Indicators – Calculation of Moving Averages (Simple and Exponential Moving Average),				
	30		Mathematical Indicators – Calculation of Moving Averages (Simple and Exponential Moving Average),				
11	31		Oscillators and Relative Strength Index Market Indicators				
	32		Fundamental Analysis V/s Technical Analysis				
	33	5	Efficient Market Theory & CAPM: Random Walk Theory				
12	34		The Efficient Market Hypothesis Forms of Market Efficiency Competitive Market Hypothesis				
	35		CAPM – Fundamental Notions of Portfolio Theory, Assumption of CAPM,				
	36		Efficient Frontier with Riskless Lending and Borrowing, Capital Market Line, Security Market Line and Pricing of Securities with CAPM.				
13	37		Arbitrage Pricing Theory (APT) – The Return Generating Model, Factors Affecting Stock Return				
	38		Expected Return on Stock, APT V/s CAPM				
	39		Revision				
	40		Revision				

6. Rubric for Grading and Marking of Term Work (inform students at the beginning of semester)

Lecture + Practical (% Attendance) & Marks	Assignments	Tutorial	Lab / Practical Performance	Lab Journal Assessment	Class Tests (Other than IA)	Other (1) specify	Other (2) specify	Total
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7. Assignments / Tutorials Details (must attach print out of all questions together with AAP)

Assignment No.	Title of the Assignments / Tutorials	CO Map	Assignments given to Students on	Date of Submission
1	Excel Assignment on Beta calculation, Covariance, Correlation			
2	Mathematical Indicators – Calculation of Moving Averages (Simple and Exponential Moving Average),			
3	Sharpe, Treynor and Jensen Ratios: Practical Sums			
4	Chart Patterns			
5				

Analysis of Assignment / Tutorial Questions and Related Resources

Assignment No.	Week No.	Type* (√)			Module No.	Based on #			Question Type (√)	
		R	UQ	OBT		Text Book	Reference Book	Other Learning Resource	MU EQ	Thought Provoking
1										
2										
3										
4										
5										
6										

7										
8										
9										
10										

* Tick (✓) the Type of the Assignment: Regular (R); Unannounced Quiz (UQ) ; Open Book Test for TY/SY/MASTERS (OBT)

Write number for Text book, reference book, other learning resource from this AAP – from Points 4.a to 4.d

8. Internal Assessment / Other Class Test / Open Book Test (OBT)/Take Home Test (THT) Details

Tests	Test Dates	Module No.	CO Map	IA Question Paper Pattern	Policy
1 st IA Test				Q1 – MCQ - 10 Marks Q2 – 1 numerical 5 Marks Q3 – 1 numerical 5 Marks 20 marks each for IA 1 & 2	No IA Re-test
2 nd IA Test					IA is a Head of passing *
Pop Quiz					
Open Book Test					
Take Home Test					
Class tests / prelims					
Class tests / prelims					
Any other test/exams					

* IA failures will have to appear for re-test in next semester

9.a Practical Activities – Regular Experiments

Practical No.	Module No.	Title of the Regular Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1					
2					
3					
4					

5					
6					
7					
8					
9					
10					

9.b Practical Activities – Newly Added Experiments

Practical No.	Module No.	Title of the Newly Added Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1					
2					

9.c Practical Activities – PBL Experiments

Practical No.	Module No.	Title of the PBL Experiments	Concepts to be highlighted	CO Map	Audit / Quality (0 to 4)
1					
2					

10. Beyond Syllabus Activities for Gap Mitigation

No.	Type of the Activity	Activities	Details – no of attendees, guest, feedback, mark sheet, report
1	Interaction with Outside World	Guest Lecture / Workshops	
2		Industrial Visit	
3	Test and Assessments	Class Tests – (other than IA)	
4		Mini Projects	
5		Pop Quiz	
6		Mobile App Based Quiz	

7		Open Book Test	
8		Take Home Test	
9	Collaborative and Group Activity	Poster Presentation	
10		Minute Papers	
11		Students Seminar	
12		Students Debates	
13		Panel Discussion / Mock GD	
14		Mock Interview	
15	Co-curricular Courses	MOOC-NPTEL/Coursera Videos	
16		Value Added Courses	
17		Lecture Capture Usage	

*** Do not delete any activity. Give details for planned events. Write 'NA' for activity Not Planned.**

Consolidated Academic Administration Plan Prepared by (mention all theory teaching faculty names with signature)

Dr. Poonam Mirwani

Faculty 1 Name (Sign.)

Faculty 2 Name (Sign.)

Faculty 3 Name (Sign.)

External Industry Mentor (Sign.)

External Academic Mentor (Sign.)

VSIT Cluster Mentor Name (Sign.)

Head of Dept. (Sign.)

Version 2020-2021

The academic resources available in VSIT –

VMIS (ERP)	V-Refer and V-Live	VSIT Library	VAC & MOOC Courses
Institute & Department Vision and Mission	Former IA question papers and solutions (prepared by faculty)	Former IA question papers solutions - hardcopy	Value Added Courses (VAC) are conducted throughout the semester & in the semester break - Enrol for the VACs
Program Educational Objectives (PEO)	MU end semester examination question papers and solutions (prepared by faculty)	MU end semester exam question paper & solutions - by faculty, hardcopy	
Program Specific Outcome (PSO)	Class notes and Digital Content for the subject (scanned / typed by faculty)	All text books, reference books, e -books mentioned in the syllabus & AAP	Online courses from NPTEL, Coursera etc. are pursued throughout the semester - Register for the course & get certified
Program Outcome (PO)	Comprehensive question bank, EQ, GQ, PPT, Class Test papers	Technical journals and magazines for reference	
Departmental Knowledge Map	Academic Administration Plan & Beyond Syllabus Activity report	VSIT library is member of IIT Bombay Library	Watch former lectures captured in LMS at VSIT

1.a Course Objectives (write in detail – follow NBA guideline in this regard)

Cognitive	What do you want students to know?	The course is designed to inculcate the analytical abilities and research skills among the students.
Affective	What do you want students to think / care about?	. To discuss the foundations of Research and audience analysis that is imperative to successful advertising
Behavioural	What do you want students to be able to do?	To understand the scope and techniques of Advertising and Marketing research, and their utility.

1.b Course Outcome (CO) Statements and Module-Wise Mapping (follow NBA guideline)

CO No.	Statements	Related Module/s

CO1	Fundamentals of Research	Unit 1
CO2	Research design	Unit 2
CO3	Preparing Questionnaire	Unit 3
CO4	Sampling	Unit 4
CO5	Preparing data sheet and data processing	Unit 5
CO6	Data Analysis	Unit 6
CO7	Methods of Data Analysis	Unit 7
CO8	Report Writing	Unit 8
CO9	Advertising Research	Unit 9
CO10	Physiological rating scales & Marketing Research	Unit 10

s

1.c Mapping of COs with POs (mark S: Strong, M: Moderate, W: Weak, Dash '-': not mapped)

	PO 1	PO 2	PO 3	PO 4	PO 5	PO 6	PO 7	PO 8	PO 9	PO 10	PO 11	PO 12
CO 1												
CO 2												
CO 3												
CO 4												
CO 5												

1.d Mapping of COs with PSOs (mark S: Strong, M: Moderate, W: Weak, Dash '-':not mapped)

	PSO 1	PSO 2	PSO 3	PSO 4
CO 1				
CO 2				
CO 3				
CO 4				

CO 5				
------	--	--	--	--

1.e Teaching and Examination Scheme (As specified by the University) for the Course

Categories	Mathematics	Computing / IT / Electronics	Humanities & Soft Skill	Social Sciences	Commerce	Management	Multidisciplinary
Tick suitable category						✓	

Subject Code	Subject Name	Teaching Scheme			Credits Assigned			
		Theory	Practical	Tutorial	Theory	TW/Practical	Tutorial	Total
	Advertising in marketing research	75			3			3

Subject Code	Subject Name	Examination Scheme							
		Theory Marks IA Test			End Sem. Exam Marks	TW	Practical	Oral	Total
		IA 1	IA 2	Sum of IA1 and IA2					
	Advertising in marketing research	20	05	25	75				100

1.f Faculty-Wise Distribution of all Lecture-Practical-Tutorial Hours for the Course

Divisions	Lecture (Hrs.)	Practical (Hrs.)				Tutorial (Hrs.)			
		Batch 1	Batch 2	Batch 3	Batch 4	Batch 1	Batch 2	Batch 3	Batch 4
(TYBMM)	50	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.

1.g Office Hours (Faculty will be available in office in this duration for solving students' query)

Division	Day	Time (at least 1 Hr. / Division)	Venue (Office Room No.)
B	Wednesday	11:00am - 12:00noon	Staff room well

2.a**Syllabus: Module Wise Teaching Hours and % Weightage in University Question Paper**

Module No.	Module Title and Brief Details	Teaching Hrs. for each module	% Weightage in University Question Papers
1	Fundamentals of Research	4	10%
2	Research design	4	10%
3	Preparing Questionnaire	4	10%
4	Sampling	4	10%
5	Preparing data sheet and data processing	4	10%
6	Data Analysis	4	10%
7	Methods of Data Analysis	4	10%
8	Report Writing	4	10%
9	Advertising Research	4	10%
10	Physiological rating scales & Marketing Research	4	10%
* Insert rows for more modules in the Course		Total	100

2.b**Prerequisite Courses**

No.	Semester	Name of the Course	Topic/s
1.	1	Principles of Management	All
2	1	Principles of Marketing	All
3	4	INTRODUCTION TO ADVERTISING	All

2.c**Relevance to Future Courses**

No.	Semester	Name of the Course
1.	IV	
2.	VI	Market Research

3.		
4.		

2.d Real Life Application Mapping – Mention Application from Very Common Day to Day Life

No.	Real Life Application Mapping with the Course
1	Will help in preparing research paper
2	

3. Past Results – Division-Wise and Topic-Wise Result Based Analysis

Details	Target - Nov 2018	Nov 2017	Nov2016	Mar 2015
Course Passing % – Average of 3 Divisions	100%	NA		
Marks Obtained by Course Topper (mark/100)	NA	NA		

Year	Division A		Division B		Division C	
	Initials of Teacher	% Result	Initials of Teacher	% Result	Initials of Teacher	% Result
Nov 2017	THE SUBJECT INTRODUCED FOR THE FIRST TIME (FIRST TYBMM CLASS)					
Nov 2016						
Mar 2015						

Topics which affect results negatively	Module Number	Recommendations to overcome these issues & improve result in future
NA	-	-
NA	-	--

4 All the Learning Resources – Books and E-Resources

4.a List of Text Books (T – Symbol for Text Books) to be Referred by Students

Sr. No	Text Book Titles	Author/s	Publisher	Edition	Module Nos.
--------	------------------	----------	-----------	---------	-------------

1					
2					
3					
4					
5					

4.b List of Reference Books (R – Symbol for Reference Books) to be Referred by Students

Sr. No	Reference Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Research for Marketing Decisions	Paul E. Green, Donald S. Tull			
2	Business Research Methods –	Donald Cooper and Pamela Schindler	TMGH	9th edition	
3					
4					
5.					

4.c List of E - Books (E – Symbol for E-Books) to be Referred by Students

Sr. No	E- Book Titles	Author/s	Publisher	Edition	Module Nos.

1	https://books.google.co.in/books?id=BxGw27yTVHIC&printsec=frontcover&dq=consumer+behaviour&hl=en&sa=X&ved=2ahUKewjtjO_Wy7DqAhU9yzgGHVs2DpUQ6AEwAXoECAEQAg#v=onepage&q=consumer%20behaviour&f=false	M K h a n			
2					

4.d

Web Links and Names of Magazines, Journals, E-journals – [VIT is member of IIT Bombay Library]

Refer online journals subscribed in VIT library. You can also access IIT Bombay online library for journals from IITB campus.

Sr. No.	Web-Links and Names of Journals and E-Journals Recommended to Students for this Course	Web-Links and Names of Magazines Recommended to Students for this Course	Module Nos.
1	INDIAN JOURNAL OF MARKETING		CASE STUDIES
2	INTERNATIONAL JOURNAL OF MARKETING AND TRADE POLICY		CASE STUDIES

4.e

Module Best Available in - Tick the best resource [from 4.a to 4.d in this AAP] & give details

Module No.	Category (Please Tick Mark) - √						Available In VSIT Library?		Details of the Resource (i.e. Name, Chapter & Page No., etc.)
	Book			Magazine	Journals		Y	N	
	Text	Reference	E-Book		Regular	E-Journal			
1	✓	✓	✓				Y		Unit 1-4
2	✓	✓	✓				Y		Unit 1-4
3	✓	✓	✓				Y		Unit 1-4
4	✓	✓	✓				Y		Unit 1-4

4.f

Web Links for Online Notes/YouTube/VSIT Digital Content/VIT Lecture Capture/NPTEL Videos

Students can view lectures by VSIT professors, captured through LMS 'Lecture Capture' in VIT campus for previous years.

No.	Websites / Links	Module Nos.

1	Digital Content (live.vsit.edu.in)	1-4
2	https://www.youtube.com/watch?v=df9386QjnJ0	1-2
3	https://www.youtube.com/watch?v=B7tsDJ2mN6s	3-4
4		
5		

4.g Recommended MOOC Courses like Coursera / NPTEL / MIT-OCW / edX etc.

Sr. No.	MOOC Course Link	Course conducted by – Person / University / Institute / Industry	Course Duration	Certificate (Y / N)
1	https://swayam.gov.in/nd2_imb20_mg42/preview	MHRD	12 weeks	y
2				

4.h Recommended Value Added Courses (VAC)

Sr. No.	Name of the Value Added Course	Conducted by – Person / Institute / Industry	Course Duration	Certificate (Y / N)
1				

4.i Study Material Distributed among Students

Tick if distributed among students					
GQ	Notes	Digital Content	PPT	EQ (updated till the Last Exam)	Other (Write Details)
✓	✓	✓	✓	✓	

5. Consolidated Course Lesson Plan

	From (date/month/year)	To (date/month/year)	Total Number of Weeks
Semester Duration	14/06/2020	15/11/2020	15

Week	Lecture no.	Module No.	Lecture Topics / IA 1 and IA 2 / BSA planned to be covered	Actual date of Completion	COs	Recommended Prior Viewing / Reading	
						Lecture No. (on LMS)	Chapter No. / Page Nos./ Books/ Web Site
1	1	1	Meaning and objectives of Research .Concepts in Research: Variables, Qualitative and Quantitative 3. Literature review		1		
	2	1	Stages in Research process.		1		
	3	1	. Meaning, Nature, Significance, Types of Hypothesis		1		
	4	1	Meaning, Definition, Need and Importance, Scope of Research Design 2. Types- Descriptive, Exploratory and Causal.		1		
2	5	2	Meaning of Sample and Sampling, 2. Process of Sampling		1		
	6	2	3. Methods of Sampling: i) Non Probability Sampling – Convenient, Judgment, Quota, Snow ball.		1		
	7	2	Probability Sampling – Simple Random,		1		
	8	2	systematic, Stratified, Cluster, Multi Stage		1		
3	9	3	1. Types of data and sources- Primary and Secondary data sources		1		
	10	3	. Methods of collection of primary data: a. Observation b. Experimental c. Interview Method:		1		

	11	3	Personal Interview ii) focused group, iii) indepth interviews - d. Survey		1		
	12	3	Survey instrument – i) Questionnaire designing. f. Scaling techniques- i) Likert scale, ii) Semantic Differential scale, Association, b. Completion, c. Construction d. Expressive		1		
4	13	4	Essential of a good report, 2. Content of report , 3. Steps in writing a report,		1		
	14	4	Footnotes and Bibliography 1. Pupil metric devices, 2. Eye-movement camera		1		
	15	4	Galvanometer, Voice pitch analysis, Brain pattern analysis		2		
	16	4	Introduction to Advertising Research		2		
5	17	5	Copy Research		2		
	18	5	Concept testing		2		
	19	5	Name testing, Slogan testing		2		
	20	5	Copy testing measures and methods		2		
6	21	6	Direct questioning, Direct mail tests		2		
	22	6	Free association, Statement comparison tests		2		
	23	6	Qualitative interviews, Focus groups		2		
	24	6	Pretesting: Consumer Jury Test, Portfolio test		2		
7	25	7	Paired comparison test		2		
	26	7			2		

	27	7	Order-of-merit test		2		
	28	7	Mock magazine test & Direct mail test.		2		
8	29	8	Broad casting Pretesting		2		
	30	8	Trailer tests		2		
	31	8	Theatre tests		3		
	32	8	Live telecast tests, Clutter tests		3		
9	33	9	Triple association test.		3		
	34	9	Sales effect tests & Sales results tests		3		
	35	9	Enquires test. Neuroscience: A New Perspective		3		
	36	9	When to Use Neuroscience		3		
10	37	10	Introduction to Advertising Research		3		
	38	10	New product research,		3		
	39	10	Branding Research		3		
	40	10	Pricing research		3		

46. Rubric for Grading and Marking of Term Work (inform students at the beginning of semester)

Lecture + Practical (% Attendance) & Marks	Assignments	Tutorial	Lab / Practical Performance	Lab Journal Assessment	Class Tests (Other than IA)	Class participation	Other (2) Specify	Total
--	-------------	----------	-----------------------------	------------------------	-----------------------------	---------------------	-------------------	-------

					20			
NA	NA	NA	NA	NA		5		5

7. Assignments / Tutorials Details (must attach print out of all questions together with AAP)

Assignment No.	Title of the Assignments / Tutorials	CO Map	Assignments given to Students on	Date of Submission
1	<ul style="list-style-type: none"> To inculcate the analytical abilities and research skills among the students. 	CO1	3 rd Week	4 th Week
2	<ul style="list-style-type: none"> To understand research methodologies – Qualitative vs Quantitative 	CO2	5 th Week	6 th Week
3	<ul style="list-style-type: none"> To discuss the foundations of Research and audience analysis that is imperative to successful advertising. 	CO3	8 th Week	9 th Week
4	<ul style="list-style-type: none"> To understand the scope and techniques of Advertising and Marketing research, and their utility 	CO4	11 th Week	12 th Week

Analysis of Assignment / Tutorial Questions and Related Resources

Assignment	Week No	Type* (√)	Based on #	Question Type (√)
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		R	UQ	OBT	Module No.	Text Book	Reference Book	Other Learning Resource	MU EQ	Thought Provoking
1	3	✓			1		✓		✓	
2	5	✓		✓	2		✓		✓	
3	8	✓			3		✓		✓	
4	11	✓		✓	4		✓		✓	

* Tick (✓) the Type of the Assignment: Regular (R); Unannounced Quiz (UQ) ; Open Book Test for TY/SY/MASTERS (OBT)

Write number for Text book, reference book, other learning resource from this AAP – from Points 4.a to 4.d

8.

Internal Assessment / Other Class Test / Open Book Test (OBT)/Take Home Test (THT) Details

Tests	Test Dates	Module No.	CO Map	IA Question Paper Pattern	Policy
1 st IA Test	7 or 8 th Week	1 & 2	1 & 2	Q1 – MCQ - 10 Marks Q2 – Questions 5 Marks Q3 – Questions 5 Marks	No IA Re-test
2 nd IA Test				20 marks each for IA 1 & 2	IA is a Head of passing *
Pop Quiz	5 th week	1-2			
Open Book Test	6 th week	1-2			
Take Home Test	15 th week	1-4			
Class tests / prelims					
Class tests / prelims					
Any other test/exams					

* IA failures will have to appear for re-test in next semester

9.a

Practical Activities – Regular Experiments

Practical No.	Module No.	Title of the Regular Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1					
2					
3					
4					
5					
6					
7					
8					
9					
10					

9.b **Practical Activities – Newly Added Experiments**

Practical No.	Module No.	Title of the Newly Added Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1					
2					

9.c **Practical Activities – PBL Experiments**

Practical No.	Module No.	Title of the PBL Experiments	Concepts to be highlighted	CO Map	Audit / Quality (0 to 4)
---------------	------------	-------------------------------------	----------------------------	--------	-----------------------------

1	1-2			1-4	
2	1-2			1-4	
3	3			1-4	

10. Beyond Syllabus Activities for Gap Mitigation

No.	Type of the Activity	Activities	Details – no of attendees, guest, feedback, mark sheet, report
1	Interaction with Outside World	Guest Lecture / Workshops	May be
2		Industrial Visit	May Be
3	Test and Assessments	Class Tests – (other than IA)	Surprise test
4		Mini Projects	NA
5		Pop Quiz	Yes
6		Mobile App Based Quiz	NA
7		Open Book Test	Yes
8		Take Home Test	Yes
9	Collaborative and Group Activity	Poster Presentation	Yes
10		Minute Papers	NA
11		Students Seminar	NA
12		Students Debates	NA
13		Panel Discussion / Mock GD	yes
14	Mock Interview	NA	
15	Co-curricular Courses	MOOC-NPTEL/Coursera Videos	NA
16		Value Added Courses	NA
17		Lecture Capture Usage	NA

*** Do not delete any activity. Give details for planned events. Write 'NA' for activity Not Planned.**

Consolidated Academic Administration Plan Prepared by (mention all theory teaching faculty names with signature)

Prof Sidra Usmani

Faculty 1 Name (Sign.)

Faculty 2 Name (Sign.)

Faculty 3 Name (Sign.)

External Industry Mentor (Sign.)

External Academic Mentor (Sign.)

Mrs Anindita Banarjee

VSIT Cluster Mentor Name (Sign.)

Head of Dept. (Sign.)

The academic resources available in VSIT –

VMIS (ERP)	V-Refer and V-Live	VSIT Library	VAC & MOOC Courses
Institute & Department Vision and Mission	Former IA question papers and solutions (prepared by faculty)	Former IA question papers solutions - hardcopy	Value Added Courses (VAC) are conducted throughout the semester & in the semester break - Enrol for the VACs
Program Educational Objectives (PEO)	MU end semester examination question papers and solutions (prepared by faculty)	MU end semester exam question paper & solutions - by faculty, hardcopy	
Program Specific Outcome (PSO)	Class notes and Digital Content for the subject (scanned / typed by faculty)	All text books, reference books, e - books mentioned in the syllabus & AAP	Online courses from NPTEL, Coursera etc. are pursued throughout the semester - Register for the course & get certified
Program Outcome (PO)	Comprehensive question bank, EQ, GQ, PPT, Class Test papers	Technical journals and magazines for reference	
Departmental Knowledge Map	Academic Administration Plan & Beyond Syllabus Activity report	VSIT library is member of IIT Bombay Library	Watch former lectures captured in LMS at VSIT

1.a Course Objectives (write in detail – follow NBA guideline in this regard)

Cognitive	What do you want students to know?	To understand and analyse some of the present day environmental, political, economic and social concerns and issues .
Affective	What do you want students to think / care about?	To highlight the importance of human rights and its implementation in India.
Behavioural	What do you want students to be able to do?	To understand the present day problems and challenges and its implications on development Developing a perspective towards issues related to the marginalized sections of the society

1.b Course Outcome (CO) Statements and Module-Wise Mapping (follow NBA guideline)

CO No.	Statements	Related Module/s
--------	------------	------------------

CO1	To examine the growing importance of ecology	Unit 1
CO2	To understand the issues in society related to human rights	Unit 2
CO3	To understand the role of advertising in contemporary issues	Unit 3
CO4	understanding future scope of contemporary issues	Unit 4

S

1.c Mapping of COs with POs (mark S: Strong, M: Moderate, W: Weak, Dash ‘-’: not mapped)

	PO 1	PO 2	PO 3	PO 4	PO 5	PO 6	PO 7	PO 8	PO 9	PO 10	PO 11	PO 12
CO 1												
CO 2												
CO 3												
CO 4												
CO 5												

1.d Mapping of COs with PSOs (mark S: Strong, M: Moderate, W: Weak, Dash ‘-’:not mapped)

	PSO 1	PSO 2	PSO 3	PSO 4
CO 1				
CO 2				
CO 3				
CO 4				
CO 5				

1.e Teaching and Examination Scheme (As specified by the University) for the Course

Categories	Mathematics	Computing / IT / Electronics	Humanities & Soft Skill	Social Sciences	Commerce	Management	Multidisciplinary

Tick suitable category							
------------------------	--	--	--	--	--	--	--

Subject Code	Subject Name	Teaching Scheme			Credits Assigned			
		Theory	Practical	Tutorial	Theory	TW/Practical	Tutorial	Total
	Contemporary issues	75			3			3

Subject Code	Subject Name	Examination Scheme							
		Theory Marks		IA Test	End Sem. Exam Marks	TW	Practical	Oral	Total
		IA 1	IA 2	Sum of IA1 and IA2					
	Contemporary Issues	20	05	25	75				100

1.f Faculty-Wise Distribution of all Lecture-Practical-Tutorial Hours for the Course

Divisions	Lecture (Hrs.)	Practical (Hrs.)				Tutorial (Hrs.)			
		Batch 1	Batch 2	Batch 3	Batch 4	Batch 1	Batch 2	Batch 3	Batch 4
F (Marketing)	3.33	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.

1.g Office Hours (Faculty will be available in office in this duration for solving students' query)

Division	Day	Time (at least 1 Hr. / Division)	Venue (Office Room No.)
F	Friday	3 to 4 p.m.	MS teams

2.a Syllabus: Module Wise Teaching Hours and % Weightage in University Question Paper

Module No.	Module Title and Brief Details	Teaching Hrs. for each module	% Weightage in University Question Papers

1	Ecological system, services and Economics of Environmental Protection	12.5hr	25
2	Concepts of human rights and civil liberties	12.5hr	25
3	Regional issues – Economics, Social, Political	12.5hr	25
4	Sugar Lobby, operation Flood, Terrorism, tribal Movement, etc.	12.5hr	25
* Insert rows for more modules in the Course Total		60	100

2.b Prerequisite Courses

No.	Semester	Name of the Course	Topic/s
1	3	Advertising	ALL
2	3	Journalism	all

2.c Relevance to Future Courses

No.	Semester	Name of the Course
1	TYBMM	Advertising/ Journalism
2	MBA/MMS	Specialisation in Environmental Mgmt.
3		

2.d Real Life Application Mapping – Mention Application from Very Common Day to Day Life

No.	Real Life Application Mapping with the Course
1	In field of Advertising as Advertising and Journalism
2	Environmental campaign and awareness

3. Past Results – Division-Wise and Topic-Wise Result Based Analysis

Details	Target - Mar 2018	Mar 2017	Mar 2016	Mar 2015
Course Passing % – Average of 3 Divisions	100%			
Marks Obtained by Course Topper (mark/100)	88%			

Year	Division A		Division B		Division C	
	Initials of Teacher	% Result	Initials of Teacher	% Result	Initials of Teacher	% Result
Mar 2017						
Mar 2016					NA	NA
Mar 2015						

Topics which affect results negatively	Module Number	Recommendations to overcome these issues & improve result in future
Laws	1	Assignment
	3	Practical examples, case study, campaign, ad making

4 All the Learning Resources – Books and E-Resources

4.a List of Text Books (T – Symbol for Text Books) to be Referred by Students

Sr. No	Text Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Introduction to Contemporary issues	Mohini.S. Arora	Himalaya		
2					

4.b List of Reference Books (R – Symbol for Reference Books) to be Referred by Students

Sr. No	Reference Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Conflict, Terrorism and Media in Asia	Coleman Benjamin		6	1 st

2	Indian media in a Globalised World	Ranganathan Maya; Rodrigues Usha	Sage Publications	1	1&2
3	Human Rights: Principles and practices	Dr. B Ramaswamy and Nitin Shrirang Mane, (2013)	Alfa Publication	1	3
4	Indian social Problems	Ram Ahuja	Rawat Publications.	1	4

4.c List of E - Books (E – Symbol for E-Books) to be Referred by Students

Sr. No	E- Book Titles	Author/s	Publisher	Edition	Module Nos.
1	NA				
2					

4.d Web Links and Names of Magazines, Journals, E-journals – [VIT is member of IIT Bombay Library]

Refer online journals subscribed in VIT library. You can also access IIT Bombay online library for journals from IITB campus.

Sr. No.	Web-Links and Names of Journals and E-Journals Recommended to Students for this Course	Web-Links and Names of Magazines Recommended to Students for this Course	Module Nos.
1		Down to Earth: Science and Environment Fortnightly	All
2		Economic and Political Weekly	
3		Yogana	

4.e Module Best Available in - Tick the best resource [from 4.a to 4.d in this AAP] & give details

Module No.	Category (Please Tick Mark) - √						Available In VSIT Library?		Details of the Resource (i.e. Name, Chapter & Page No., etc.)
	Book			Magazine	Journals		Y	N	
	Text	Reference	E-Book		Regular	E-Journal			
1	✓	✓					Y		Unit 1-4

2	✓	✓					Y		Unit 1-4
3	✓	✓					Y		Unit 1-4
4	✓	✓					Y		Unit 1-4

4.f Web Links for Online Notes/YouTube/VSIT Digital Content/VIT Lecture Capture/NPTEL Videos

Students can view lectures by VSIT professors, captured through LMS 'Lecture Capture' in VIT campus for previous years.

No.	Websites / Links	Module Nos.
1		
2	https://www.youtube.com/watch?v=_IIYNMdv9E	All
3	https://www.youtube.com/watch?v=hcZ1aZ60k7w	1
4		3
5		

4.g Recommended MOOC Courses like Coursera / NPTEL / MIT-OCW / edX etc.

Sr. No.	MOOC Course Link	Course conducted by – Person / University / Institute / Industry	Course Duration	Certificate (Y / N)
1	https://www.amnesty.org/en/latest/education/2015/11/transform-yourself-into-an-agent-of-change/	Amnesty international	5 weeks	Y
2	https://www.futurelearn.com/courses/environmental-management	Futurelearn.com	5	Y

4.h Recommended Value Added Courses (VAC)

Sr. No.	Name of the Value Added Course	Conducted by – Person / Institute / Industry	Course Duration	Certificate (Y / N)
1	Human Rights	ZIMA	5 weeks	Y

4.i Study Material Distributed among Students

Tick if distributed among students					
GQ	Notes	Digital Content	PPT	EQ (updated till the Last Exam)	Other (Write Details)
✓	✓		✓	✓	

5. Consolidated Course Lesson Plan

	From (date/month/year)	To (date/month/year)	Total Number of Weeks
Semester Duration	12/01/2021	31/3 /2021	15

Week	Lecture no.	Module No.	Lecture Topics / IA 1 and IA 2 / BSA planned to be covered	Actual date of Completion	Cos	Recommended Prior Viewing / Reading	
						Lecture No. (on LMS)	Chapter No. / Page Nos./ Books/ Web Site
1	1	1	Introduction (Syllabus) Ecology and its related concerns: (10)		1		
	2	1	Climate change and Global warming- causes		1		
	3	1	consequences and remedial measures		1		
	4	1	Deforestation- causes, consequences and remedial measures		1		
2	5	1	Coastal regulatory Zone- need and importance,		1		
	6	1	CRZ Act		1		
	7	1	Sustainable development- concept, need and significance		1		

	8	1	need and significance		3		
3	9	1	Movements related to environmental protection		2		
	10	1	Presentation		1		
	11	2	a) Human Rights(12)		1		
	12	2	UDHR and its significance		1		
4	13	2	CRC and CEDAW		1		
	14	2	DRD		1		
	15	2	(b) Legislative measures with reference to India.		1		
	16	2	Women: Constitutional Rights and legal safeguards		1		
5	17	2	Domestic and Family Violence Act of 2012		1		
	18	2	Sexual Harassment Act at the Work Place 2013		2		
	19	2	The Criminal Law (Amendment) Act of 2013		2		
	20	2	Child: Protection of Children from sexual offence Act -2012 (POCSO), ChildLabour Act with new amendments,		1		
6	21	2	ChildLabour Act with new amendments, Juvenile Justice (Care and Protection of Children Act) 2000.		2		
	22	2	• Health : National Health Policy of 2015, Transplantation of Human organs Act of 2002, Prenatal Diagnostic Technique Regulation and prevention of Misuse amendment rules of 2003, Prohibition of sale of cigarettes and		2		

			other tobacco products around educational institutions 2004.(presentations)				
	23	3	Political concerns and challenges (10)		2		
	24	3	Crime and Politics		3		
7	25	3	Corruption: Causes and remedial measures. RTI Act, Lok Pal Bill		3		
	26	3	Whistle Blowers- Whistle Blowers protection act 2011.		3		
	27	3	Anti- State violence- Naxalism and its Impact.		3		
	28	3	Insurgency with reference to North East – Issues involved		3		
8	29	3	ULFA, Nagas, Manipur issue				
	30	3	AFSPA and its impact.				
	31	3	Manipur issue		3		
	32	3	Terrorism- causes, consequences and remedial measures		3		
9	33	3	revision		1		
	34	4	Economic development and challenges		3		
	35	4	The Role of MIDC in the economic development of Maharashtra		3		
	36	4	Impact of MIDC		1		
10	37	4	Special Economic Zone : Its role and significance in Maharashtra		1		
	38	4	Special Economic Zone : Its role and significance in Maharashtra		1		

	39	4	Food Security Act 2013		2		
	40	4	Agrarian issues: rural indebtedness		1		
11	41	4	farmers' suicides and its implications		1		
	42	4	Movie: Peepli Live		1		
	43	5	Social development and challenges: (08)		2		
	44	5	Tribal Issues :Marginalisation of the Tribals,				
12	45	5	Forest Rights Act , Land Acquisition Act .				
	46	5	Police reforms: Problems faced by Police and the Need for Reforms		4		
	47	5	Illegal immigration from Bangladesh : Challenges and impact		4		
	48	5	Illegal immigration from Bangladesh : Challenges and impact		1		
13	49	5	Developmental Issues: Displacement and rehabilitation		1		
	50	5	Developmental Issues: Displacement and rehabilitation		1		
	51	5	revision		1		
	52	5	Open book test		1		
14	53	4			1		
	54	4			1		
	55	4			1		

	56	4			1		
15	57	4			1		
	58	4					
	59	4					
	60	4					

6. Rubric for Grading and Marking of Term Work (inform students at the beginning of semester)

Lecture + Practical (% Attendance) & Marks	Assignments	Tutorial	Lab / Practical Performance	Lab Journal Assessment	Class Tests (Other than IA)	Class participation	Other (2) Specify	Total
						5		5

7. Assignments / Tutorials Details (must attach print out of all questions together with AAP)

Assignment No.	Title of the Assignments / Tutorials	CO Map	Assignments given to Students on	Date of Submission
1	Conflict, Terrorism and Media in Asia	CO1	3 rd Week	4 th Week
2	Indian media in a Globalised World	CO2	5 th Week	6 th Week
3	Human Rights: Principles and practices	CO3	8 th Week	9 th Week
4	Terrorism	CO4	11 th Week	12 th Week

Analysis of Assignment / Tutorial Questions and Related Resources

Assignment No.	Week No.	Type* (√)			Module No.	Based on #			Question Type (√)	
		R	UQ	OBT		Text Book	Reference Book	Other Learning Resource	MU EQ	Thought Provoking
1	3	✓			1		✓		✓	
2	5	✓			2		✓		✓	
3	8	✓			3		✓		✓	
4	11			✓	4		✓		✓	

* Tick (√) the Type of the Assignment: Regular (R); Unannounced Quiz (UQ) ; Open Book Test for TY/SY/MASTERS (OBT)

Write number for Text book, reference book, other learning resource from this AAP – from Points 4.a to 4.d

8.

Internal Assessment / Other Class Test / Open Book Test (OBT)/Take Home Test (THT) Details

Tests	Test Dates	Module No.	CO Map	IA Question Paper Pattern	Policy
1 st IA Test	7 or 8 th Week	1 & 2	1 & 2	MCQ - 40 Marks Mid term- 20 marks Presentation- 20 marks	No IA Re-test
2 nd IA Test					IA is a Head of passing *
Pop Quiz					
Open Book Test					
Take Home Test					
Class tests / prelims					
Class tests / prelims					
Any other test/exams	Documentary				

* IA failures will have to appear for re-test in next semester

9.a

Practical Activities – Regular Experiments

Practical No.	Module No.	Title of the Regular Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1					
2					
3					
4					
5					
6					
7					
8					
9					
10					

9.b Practical Activities – Newly Added Experiments

Practical No.	Module No.	Title of the Newly Added Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1		Ad making (TVC) print ads etc. or documentary/ E -poster making			
2					

9.c Practical Activities – PBL Experiments

Practical No.	Module No.	Title of the PBL Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1	All	Case lets		1	

2	2	Role Play		3	
---	---	-----------	--	---	--

10. Beyond Syllabus Activities for Gap Mitigation

No.	Type of the Activity	Activities	Details – no of attendees, guest, feedback, mark sheet, report	
1	Interaction with Outside World	Guest Lecture / Workshops	Environment and US	
2		Industrial Visit	May Be	
3	Test and Assessments	Class Tests – (other than IA)	Surprise test	
4		Mini Projects	NA	
5		Pop Quiz	Yes for Module 2	
6		Mobile App Based Quiz	NA	
7		Open Book Test	Yes	
8		Take Home Test	Yes (5 question from each unit)	
9		Collaborative and Group Activity	Poster Presentation	Yes
10			Minute Papers	NA
11	Students Seminar		NA	
12	Students Debates		Yes	
13	Panel Discussion / Mock GD		yes	
14	Mock Interview		NA	
15	Co-curricular Courses	MOOC-NPTEL/Coursera Videos	yes	
16		Value Added Courses	yes	
17		Lecture Capture Usage	NA	

*** Do not delete any activity. Give details for planned events. Write ‘NA’ for activity Not Planned.**

Consolidated Academic Administration Plan Prepared by (mention all theory teaching faculty names with signature)

Anindita Banerji

Faculty 1 Name (Sign.)

Faculty 2 Name (Sign.)

Faculty 3 Name (Sign.)

External Industry Mentor (Sign.)
Mentor (Sign.)

External Academic

VSIT Cluster Mentor Name (Sign.)
(Sign.)

Head of Dept.

Consolidated Academic Administration Plan for the Course
USIT 603 Business Intelligence(core) – Sem. VI –
B.Sc. (Information Technology)– 2020-2021 – Even Semester
Ms.Sanjeela Sagar, Mr.Hrishikesh Tendulkar

Version 2020-3

The academic resources available in VSIT –

VMIS (ERP)	V-Refer and V-Live	VSIT Library	VAC & MOOC Courses
Institute & Department Vision and Mission	Former IA question papers and solutions (prepared by faculty)	Former IA question papers solutions - hardcopy	Value Added Courses (VAC) are conducted throughout the semester & in the semester break - Enrol for the VACs
Program Educational Objectives (PEO)	MU end semester examination question papers and solutions (prepared by faculty)	MU end semester exam question paper & solutions - by faculty, hardcopy	
Program Specific Outcome (PSO)	Class notes and Digital Content for the subject (scanned / typed by faculty)	All textbooks, reference books, e -books mentioned in the syllabus & AAP	Online courses from NPTEL, Coursera etc. are pursued throughout the semester - Register for the course & get certified
Program Outcome (PO)	Comprehensive question bank, EQ, GQ, PPT, Class Test papers	Technical journals and magazines for reference	
Departmental Knowledge Map	Academic Administration Plan & Beyond Syllabus Activity report	VSIT library is member of IIT Bombay Library	Watch former lectures captured in LMS at VSIT

1.a Course Objectives (write in detail – follow NBA guideline in this regard)

Cognitive	What do you want students to know?	Understand methodology that uses hidden patterns in the data to develop a model that provides increased insight.
Affective	What do you want students to think / care about?	Knowing which attributes have the strongest impact on the model also provides insight into what actions can be taken to reduce the chance of churn.
Behavioural	What do you want students to be able to do?	Students will be able to do predictions based on the given data.

1.b Course Outcome (CO) Statements and Module-Wise Mapping (follow NBA guideline)

CO No.	Statements	Related Module/s
CO1	To learn active forms of support for decision making, based on the systematic adoption of mathematical models able to transform data not only into information but also into knowledge, and then knowledge into actual competitive advantage.	Unit 1
CO2	Understand the phases of a data mining process and their objectives and the activities of data preparation for business intelligence and data mining, like data validation, anomaly detection, data transformation and reduction.	Unit 2
CO3	To understand classification methods like classification trees, Bayesian methods, neural networks, logistic regression and support vector machines and best-known clustering models like partition methods, such as K-means and K-medoids, and hierarchical methods, both agglomerative and divisive.	Unit 3
CO4	To know applications of data mining to relational marketing, models for salesforce planning, models for supply chain optimization and analytical methods for performance assessment.	Unit 4
CO5	To know what knowledge management is and how IT helps in building knowledge management. To know the basics of expert systems and its applications	Unit 5

1.c Mapping of COs with POs (mark S: Strong, M: Moderate, W: Weak, Dash ‘-’: not mapped)

	PO 1	PO 2	PO 3	PO 4	PO 5	PO 6	PO 7	PO 8	PO 9	PO 10	PO 11	PO 12
CO 1	S											
CO 2	M	S										
CO 3			S	M								
CO 4				S								
CO 5	S	M										

1.d Mapping of COs with PSOs (mark S: Strong, M: Moderate, W: Weak, Dash '-':not mapped)

	PSO 1	PSO 2	PSO 3	PSO 4
CO 1	S			
CO 2		S		
CO 3		S		
CO 4			S	
CO 5			S	

1.e Teaching and Examination Scheme (As specified by the University) for the Course

Categories	Mathematics	Computing / IT / Electronics	Humanities & Soft Skill	Social Sciences	Commerce	Management	Multidisciplinary
Tick suitable category		✓					

Subject Code	Subject Name	Teaching Scheme			Credits Assigned			
		Theory	Practical	Tutorial	Theory	TW/Practical	Tutorial	Total
USIT603	Business Intelligence	75	50	--	2	2	--	4

Subject Code	Subject Name	Examination Scheme								
		Theory Marks IA Test				End Sem. Exam Marks	TW	Practical	Oral	Total
		IA 1	IA 2	Class Participation	Total					
USIT603	Business Intelligence	7.5	7.5	10	25	75		50		150

1.f Faculty-Wise Distribution of all Lecture-Practical-Tutorial Hours for the Course

Divisions	Lecture (Hrs.)	Practical (Hrs.)				Tutorial (Hrs.)			
		Batch 1	Batch 2	Batch 3	Batch 4	Batch 1	Batch 2	Batch 3	Batch 4
1	3	1.30	NA	NA	NA	N.A.	N.A.	N.A.	N.A.
2	3	1.30	NA	NA	NA	N.A.	N.A.	N.A.	N.A.
3	3	1.30	NA	NA	NA	N.A.	N.A.	N.A.	N.A.

1.g Office Hours (Faculty will be available in office in this duration for solving students' query)

Division	Day	Time (at least 1 Hr. / Division)	Venue (Office Room No.)
1, 2, 3			

2.a Syllabus: Module Wise Teaching Hours and % Weightage in University Question Paper

Module No.	Module Title and Brief Details	Teaching Hrs. for each module	% Weightage in University Question Papers
1	Business intelligence & Decision support systems	7	20
2	Mathematical models for decision making, Data mining, Data preparation	8	20
3	Classification & Clustering	10	20
4	Business intelligence applications, Marketing models, Logistic and production models, Data envelopment analysis	8	20
5	Knowledge Management, Artificial Intelligence and Expert Systems	7	20
* Insert rows for more modules in the Course		Total	40
			100

2.b Prerequisite Courses

No.	Semester	Name of the Course	Topic/s
1	1	Discrete Mathematics	Binary Trees, Graphs
2	3	Data Structures	ALL
3	5	Artificial Intelligence	ALL

2.c Relevance to Future Courses

No.	Semester	Name of the Course
1	MSc IT Sem I	Data Science

2.d Real Life Application Mapping – Mention Application from Very Common Day to Day Life

No.	Real Life Application Mapping with the Course
1	Software Applications used in Banks / Shopping Malls / Business Decision Making/Aviation Industry/ E-commerce, etc.
2	Now All industries started using BI like retail industry, Aviation, medical, hospitality, etc.

3. Past Results – Division-Wise and Topic-Wise Result Based Analysis

Details	Target - Apr 2021	Apr 2020	Apr 2019	Apr 2018
Course Passing % – Average of 5 Divisions	100	100	92.58%	NA
Marks Obtained by Course Topper (mark/100)	100	100	76/100	NA

Year	Division A		Division B		Division C		Division D		Division E		Division F	
	Initials of Teacher	% Result	Initials of Teacher	% Result	Initials of Teacher	% Result	Initials of Teacher	% Result	Initials of Teacher	% Result	Initials of Teacher	% Result
Nov 2020	HT	100	SS	100	HT	100	SS	100	HT	100		
Apr 2019	HT	94.53	SS	91.07	HT	92.59	SS	94.03	HT	90.74	NA	
Apr 2018	NA											
Apr 2017	NA											

Topics which affect results negatively	Module Number	Recommendations to overcome these issues & improve result in future
Classification	III	Practice more problems
Clustering	III	Practice more problems

4 All the Learning Resources – Books and E-Resources

4.a List of Text Books (T – Symbol for Text Books) to be Referred by Students

Sr. No	Text Book Titles	Author/s	Publisher	Edition	Module Nos.
1					
2					
3					

4.b List of Reference Books (R – Symbol for Reference Books) to be Referred by Students

Sr. No	Reference Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Business Intelligence: Data Mining and Optimization for Decision Making	Carlo Vercellis	Wiley	First	1 - 4
2	Decision support and Business Intelligence Systems	Efraim Turban, Ramesh Sharda,	Pearson	Ninth	5

		Dursun Delen			
3	Fundamental of Business Intelligence	Grossmann W, Rinderle-Ma	Springer	First	

4.c List of E - Books (E – Symbol for E-Books) to be Referred by Students

Sr. No	E- Book Titles	Author/s	Publisher	Edition	Module Nos.
1	https://radacad.com/online-book-power-bi-from-rookie-to-rockstar	Reza Rad	RADACAD	3	1, 5
2	Artificial Intelligence By Example: Develop machine intelligence from scratch	Denis Rothman	Packt	1	1-5
3					
4					

4.d Web Links and Names of Magazines, Journals, E-journals – [VIT is member of IIT Bombay Library]

Refer online journals subscribed in VIT library. You can also access IIT Bombay online library for journals from IITB campus.

Sr. No.	Web-Links and Names of Journals and E-Journals Recommended to Students for this Course	Web-Links and Names of Magazines Recommended to Students for this Course	Module Nos.
1	International Journal of Business Intelligence and Data Mining https://www.inderscience.com/jhome.php?jcode=ijbidm	Name – Data Mining Link - http://analytics-magazine.org/data-mining/	1-5
2	Name – Principles of data mining Link - https://link.springer.com/article/10.2165/00002018-200730070-00010	Name – Mining Magazine Link - https://www.miningmagazine.com/innovation/news/1257536/mining	1-5
3			
4			
5			
6			

4.e Module Best Available in - Tick the best resource [from 4.a to 4.d in this AAP] & give details

Module No.	Category (Please Tick Mark) - √						Available In VSIT Library?		Details of the Resource (i.e. Name, Chapter & Page No., etc.)
	Book			Magazine	Journals		Y	N	
	Text	Reference	E-Book		Regular	E-Journal			
1		√					Y		Business Intelligence: Data Mining and Optimization for Decision Making, Chapter 1 and 2 , Pg No 3 – Pg No 43
2		√	√				Y		Business Intelligence: Data Mining and Optimization for Decision Making, Chapter 4, 5 and 6, Pg No 65 – Pg No 111
3		√					Y		Business Intelligence: Data Mining and Optimization for Decision Making, Chapter 10 and 12 , Pg No

									221 – Pg No 275 and Pg No 293 – Pg No 315
4		√						Y	Business Intelligence: Data Mining and Optimization for Decision Making, Chapter 13,14 and 15,, Pg No 319 – Pg No 397
5		√						Y	Decision support and Business Intelligence Systems, Chapter 11 and 12, Pg No 471 – Pg No 506 and Pg No 532 – Pg No 568

4.f Web Links for Online Notes/YouTube/VSIT Digital Content/**VIT Lecture Capture**/NPTEL Videos

Students can view lectures by VSIT professors, captured through LMS 'Lecture Capture' in VIT campus for previous years.

No.	Websites / Links	Module Nos.
1	Digital Content (live.vsit.edu.in)	1-5
2	https://www.youtube.com/watch?v=U-hUnxuaw7w&list=PLPN-43XehstOe0CxcXaYeLTFpgD2IiluP	1 and 2
3	https://www.youtube.com/watch?v=aiq1dqwmDZU	1
4	https://nptel.ac.in/courses/110106050/	1 and 2
5	https://nptel.ac.in/courses/110107095/	3
6		
7		
8		
9		
10		

4.g Recommended MOOC Courses like Coursera / NPTEL / MIT-OCW / edX etc.

Sr. No.	MOOC Course Link	Course conducted by – Person / University / Institute / Industry	Course Duration	Certificate (Y / N)
1	Business Analytics & Data Mining Modeling Using R Part II https://swayam.gov.in/nd1_noc19_mg46/preview	By Prof.Gaurav Dixit, IIT Roorkee	4 weeks	Y
2	https://www.udemy.com/course/training-in-r-for-business-analytics-a-beginners-guide/	By Analytics17, Udemy	4 weeks	Y

4.h Recommended Value Added Courses (VAC)

Sr. No.	Name of the Value Added Course	Conducted by – Person / Institute / Industry	Course Duration	Certificate (Y / N)
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1				
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4.i Study Material Distributed among Students

Tick if distributed among students					
GQ	Notes	Digital Content	PPT	EQ (updated till the Last Exam)	Other (Write Details)
√	√	√	√	√	

5. Consolidated Course Lesson Plan

	From (date/month/year)	To (date/month/year)	Total Number of Weeks
Semester Duration	11/1/2021	30/4/2021	16

Week	Lecture no.	Module No.	Lecture Topics / IA 1 and IA 2 / BSA planned to be covered	Activities to be conducted (Quiz, Poll, Viva, Student Presentation, THT, any other)	Teaching Methodology (Power point, Video Clip, Simulation, Flipped Classroom, Group Discussion, any other)	Recommended Prior Viewing / Reading	
						Lecture No. (on LMS)	Chapter No. / Page Nos./ Books/ Web Site
1	1	1	Effective and timely decisions, Data, information and knowledge	Quiz	PPT		Chapter 1/Pg No 3-7/ BI
	2	1	The role of mathematical models, Business intelligence architectures	Diagram	PPT		Chapter 1/Pg No 8-17/ BI
	3	1	Cycle of a business intelligence analysis, Enabling factors in business intelligence projects, Development of a business intelligence system,	One-line Questions	PPT		Chapter 1/Pg No 8-17/ BI
2	SS	1	Ethics and business intelligence (SS)	THT	PPT		Chapter 1/Pg No 17-18/ BI
	4	1	Definition of system, Representation of the decision-making process, Decision making process	Diagram	PPT		Chapter 2/Pg No 21-34/ BI

	5	1	Types of Decision, Approaches to the decision-making process, Evolution of information systems	Features	PPT		Chapter 2/Pg No 35-36/ BI
	6	1	Definition of decision support system,	Define terms	PPT		Chapter 2/Pg No 36-40/ BI
3	7	1	Development of a decision support system	Diagram	PPT		Chapter 2/Pg No 36-40/ BI
	8	2	Structure of mathematical models, Development of a model	Poll	PPT		Chapter 4/Pg No 65-67/ BI
	9	2	Classes of models	Fill in the blanks	PPT		Chapter 4/Pg No 67-75/ BI
4	SS	2	Data mining, classical statistics and OLAP, Applications of data mining		PPT, Flipped classroom		Chapter 5/Pg No 77-84/ BI
	10	2	Representation of input data, Data mining process	Sums	PPT		Chapter 5/Pg No 77-84/ BI
	11	2	Analysis methodologies	Poll	PPT		Chapter 5/Pg No 90-94/ BI
	12	2	Data validation, Incomplete data	Quiz	PPT		Chapter 6/Pg No 100-111/ BI
5	13	2	Data transformation, Feature extraction	Sums	PPT		Chapter 6/Pg No 95-99/ BI
	14	2	Data reduction	Sums	PPT		Chapter 6/Pg No 99-100/ BI

							BI
	15	2	Principal Component Analysis, Data Discretization	Sums	PPT		Chapter 6/Pg No 104-111/ BI
6	16	3	Classification problems, Taxonomy of classification models	Viva	PPT		Chapter 10 / Pg No 221- 226/ BI
	17	3	Evaluation of classification models		PPT, Real life examples discussion		Chapter 10 / Pg No 226- 236/ BI
	18	3	Classification trees	Case Study Submission	PPT, Case study		Chapter 6/Pg No 236-251/ BI
7	19	3	Bayesian methods	Case Study Submission	PPT, Real time case		Chapter 10 / Pg No 251- 257/ BI
	20	3	Logistic regression		PPT Real time case		Chapter 10 / Pg No 257- 258/ BI
	21	3	Neural networks	Viva	PPT Real time case		Chapter 10 / Pg No 259- 262/ BI
8	22	3	Support vector machines		PPT Real time case		Chapter 10 / Pg No 262- 275/ BI
	23	3	Clustering methods, Taxonomy of clustering methods	Quiz	PPT		Chapter 12/ Pg No 293-

							302/ BI
	24	3	Partition methods	Differentiation	PPT		Chapter 12/ Pg No 302-307/ BI
9	25	3	Hierarchical methods		PPT Real time case		Chapter 12/ Pg No 307-312/ BI
	26	3	Evaluation of clustering models	Comparative study	PPT		Chapter 12/ Pg No 312-315/ BI
	27	4	Relational marketing	Case Study Submission	PPT, Case study		Chapter 13/ Pg No 320-327/ BI
10	SS	4	An environment for relational marketing analysis, Lifetime value, Effect of latency in predictive models, Web mining		PPT		Chapter 13/ Pg No 327-338/ BI
	28	4	Salesforce management		PPT, Real time case		Chapter 13/ Pg No 338-360/ BI
	29	4	Supply chain optimization	Viva	PPT		Chapter 14/ Pg No 362-363/ BI
	30	4	Optimization models for logistics planning		PPT		Chapter 14/ Pg No 364-369/ BI
11	31	4	Revenue management systems	Case study Submission	PPT, Real time case		Chapter 14/ Pg No 370-

							372/ BI
	32	4	Data envelopment analysis		PPT		Chapter 14/ Pg No 372-376/ BI
	SS	4	Efficiency measures	MCQ	PPT		Chapter 15/ Pg No 386-386/ BI
	SS	4	Efficient frontier		PPT		Chapter 15/ Pg No 386-386/ BI
	33	4	The CCR model, Identification of good operating practices	Assignment	PPT		Chapter 15/ Pg No 386-389/ BI
12	34	5	Introduction to Knowledge Management		PPT		Chapter 11/ Pg No 474-481/DS & BI
	35	5	Organizational Learning and Transformation		PPT		Chapter 11/ Pg No 474-481/DS & BI
	36	5	Knowledge Management Activities, Approaches to Knowledge Management	Differentiate	PPT		Chapter 11/ Pg No 481-484/DS & BI
13	37	5	Information Technology (IT) In Knowledge Management		PPT		Chapter 11/ Pg No 485-493/DS & BI

	38	5	Knowledge Management Systems Implementation, Roles of People in Knowledge Management	Viva	PPT		Chapter 11/ Pg No 485-497/DS & BI
	39	5	Concepts and Definitions of Artificial Intelligence		PPT		Chapter 11/ Pg No 498-509/DS & BI
14	SS	5	Artificial Intelligence Versus Natural Intelligence, Basic Concepts of Expert Systems	Advantages of Expert Systems	PPT		Chapter 11/ Pg No 498-535/DS & BI
	SS	5	Applications of Expert Systems, Structure of Expert Systems	Applications of ES	PPT		Chapter 12/ Pg No 532-535/DS & BI
	40	5	Knowledge Engineering, Development of Expert Systems	Diagram	PPT		Chapter 12/ Pg No 537-545/DS & BI

6. Rubric for Grading and Marking of Term Work (inform students at the beginning of semester)

Lecture + Practical (% Attendance) & Marks	Assignments	Tutorial	Lab / Practical Performance	Lab Journal Assessment	Class Tests (Other than IA)	Other (1) specify	Other (2) specify	Total
75%	05	-	40 + 05	05	-			25 + 75 + 50 = 100+ 50

7. Assignments / Tutorials Details (must attach print out of all questions together with AAP)

Assignment No.	Title of the Assignments / Tutorials	CO Map	Assignments given to	Date of Submission
----------------	--------------------------------------	--------	----------------------	--------------------

			Students on	
1	Mathematical models for decision making, Data mining, Data preparation	2	4 th week	5 th week
2	Business intelligence applications, Marketing models, Logistic and production models, Data envelopment analysis	4	10 th week	11 th week

Analysis of Assignment / Tutorial Questions and Related Resources

Assignment No.	Week No.	Type* (√)			Module No.	Based on #			Question Type (√)	
		R	UQ	OBT		Text Book	Reference Book	Other Learning Resource	MU EQ	Thought Provoking
1		R				√	√			
2		R				√	√			
3										
4										
5										

* Tick (√) the Type of the Assignment: Regular (R); Unannounced Quiz (UQ) ; Open Book Test for TY/SY/MASTERS (OBT)

Write number for Text book, reference book, other learning resource from this AAP – from Points 4.a to 4.d

8. Internal Assessment / Other Class Test / Open Book Test (OBT)/Take Home Test (THT) Details

Tests	Test Dates	Module No.	CO Map	IA Question Paper Pattern	Policy
1 st IA Test	8 th week	1,2	1,2	Q1 – 10 Marks Q2 – 10 Marks	No IA Re-test
2 nd IA Test					IA is a Head of passing *
Pop Quiz	3 rd week, 10 th week	1, 4	1, 4		
Open Book Test	9 th week	3	3		
Take Home Test	12 th week	5	5		
Class tests / prelims					
Class tests / prelims					
Any other test/exams					

* IA failures will have to appear for re-test in next semester

9.a Practical Activities – Regular Experiments

Practical No.	Module No.	Title of the Regular Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1	1	Import the legacy data from different sources such as (Excel, SqlServer, Oracle etc.) and load in the target system. (You can download sample database such as Adventureworks, Northwind, foodmart etc.)		1	
2	1	Perform Data Wrangling		1	
3	2	Principal Component Analysis		2	
4	2	Visualizations		2	
5	3	In Microsoft Excel create the Pivot table and Pivot Chart.		3	
6	3	Apply what – if Analysis for data visualization. Design and generate necessary reports based on the data.		3	
7	4	Perform the data classification using classification algorithm.		4	
8	4	Perform the data clustering using clustering algorithm.		4	
9	4	Perform the Linear regression on the given data.		4	
10	4	Perform the logistic regression on the given data.		4	

9.b Practical Activities – Newly Added Experiments

Practical No.	Module No.	Title of the Newly Added Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1					
2					

9.c Practical Activities – PBL Experiments

Practical No.	Module No.	Title of the PBL Experiments	Concepts to be highlighted	CO Map	Audit / Quality (0 to 4)
1					

2					
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10. Beyond Syllabus Activities for Gap Mitigation

No.	Type of the Activity	Activities	Details – no of attendees, guest, feedback, mark sheet, report
1	Interaction with Outside World	Guest Lecture / Workshops	Yes
2		Industrial Visit	Yes (DICE BootCamp)
3	Test and Assessments	Class Tests – (other than IA)	Yes
4		Mini Projects	
5		Pop Quiz	Yes
6		Mobile App Based Quiz	
7		Open Book Test	
8		Take Home Test	Yes
9	Collaborative and Group Activity	Poster Presentation	
10		Minute Papers	-
11		Students Seminar	-
12		Students Debates	-
13		Panel Discussion / Mock GD	-
14		Mock Interview	
15	Co-curricular Courses	MOOC-NPTEL/Coursera Videos	Yes
16		Value Added Courses	
17		Lecture Capture Usage	-

*** Do not delete any activity. Give details for planned events. Write 'NA' for activity Not Planned.**

Consolidated Academic Administration Plan Prepared by (mention all theory teaching faculty names with signature)

Ms. Sanjeela S.

Mr. Hrishikesh T.

Faculty 1 Name (Sign.)

Faculty 2 Name (Sign.)

External Industry Mentor (Sign.)

External Academic Mentor (Sign.)

VSIT Cluster Mentor Name (Sign.)

Head of Dept. (Sign.)

Consolidated Academic Administration Plan for the Course
USIT602 Security in Computing, USIT6P2 Security in Computing Practical –
Sem.VI –
B.Sc. (Information Technology)– 2020-2021 – Even Semester
Ms. Prachi Mahajan, Ms. Spruha More

The academic resources available in VSIT –

VMIS (ERP)	V-Refer and V-Live	VSIT Library	VAC & MOOC Courses
Institute & Department Vision and Mission	Former IA question papers and solutions (prepared by faculty)	Former IA question papers solutions - hardcopy	Value Added Courses (VAC) are conducted throughout the semester & in the semester break - Enrol for the VACs
Program Educational Objectives (PEO)	MU end semester examination question papers and solutions (prepared by faculty)	MU end semester exam question paper & solutions - by faculty, hardcopy	
Program Specific Outcome (PSO)	Class notes and Digital Content for the subject (scanned / typed by faculty)	All textbooks, reference books, e -books mentioned in the syllabus & AAP	Online courses from NPTEL, Coursera etc. are pursued throughout the semester - Register for the course & get certified
Program Outcome (PO)	Comprehensive question bank, EQ, GQ, PPT, Class Test papers	Technical journals and magazines for reference	
Departmental Knowledge Map	Academic Administration Plan & Beyond Syllabus Activity report	VSIT library is member of IIT Bombay Library	Watch former lectures captured in LMS at VSIT

1.a Course Objectives (write in detail – follow NBA guideline in this regard)

Cognitive	What do you want students to know?	Students should have the basic knowledge of security, its need and importance in real life applications.
Affective	What do you want students to think / care about?	Students should understand the authorization, authentication and Various encryption and decryption techniques.
Behavioural	What do you want students to be able to do?	Students should apply the encryption and decryption techniques to protect and secure their data and database.

1.b Course Outcome (CO) Statements and Module-Wise Mapping (follow NBA guideline)

CO No.	Statements	Related Module/s
CO1	Introduction and basic design principles of security and its Models	Unit 1
CO2	Symmetric Key Cryptography, Storage Security and Database Security	Unit 2
CO3	Designing Secure Networks using the connecting devices – Switches and Routers	Unit 3
CO4	Intrusion Detection and Prevention Systems, Operating System Security Models	Unit 4
CO5	Concept of Virtual Machine and Cloud Computing, Designing Secure Web Applications.	Unit 5

1.c Mapping of COs with POs (mark S: Strong, M: Moderate, W: Weak, Dash ‘-’: not mapped)

	PO 1	PO 2	PO 3	PO 4	PO 5	PO 6	PO 7	PO 8	PO 9	PO 10	PO 11	PO 12
CO 1												
CO 2												
CO 3												
CO 4												

1.d Mapping of COs with PSOs (mark S: Strong, M: Moderate, W: Weak, Dash '-':not mapped)

	PSO 1	PSO 2	PSO 3	PSO 4
CO 1				
CO 2				
CO 3				
CO 4				
CO 5				

1.e Teaching and Examination Scheme (As specified by the University) for the Course

Categories	Mathematics	Computing / IT / Electronics	Humanities & Soft Skill	Social Sciences	Commerce	Management	Multidisciplinary
Tick suitable category		√					

Subject Code	Subject Name	Teaching Scheme			Credits Assigned			
		Theory	Practical	Tutorial	Theory	TW/Practical	Tutorial	Total
USIT602	Security in Computing	√	√	√				

Subject Code	Subject Name	Examination Scheme							
		Theory Marks IA Test			TW (Class Participation)	End Sem. Exam Marks	Practical	Oral (Viva)	Total
		IA 1	IA 2	Average of IA1 and IA2					
USIT602	Security in Computing	20	20	Scaled to 15	10	75	45	05	150

1.f Faculty-Wise Distribution of all Lecture-Practical-Tutorial Hours for the Course

Divisions	Lecture (Hrs.)	Practical (Hrs.)				Tutorial (Hrs.)			
		Batch 1	Batch 2	Batch 3	Batch 4	Batch 1	Batch 2	Batch 3	Batch 4
Div 1	3.00	1.50	NA	NA	NA	N.A.	N.A.	N.A.	N.A.
Div 2	3.00	1.50	NA	NA	NA	N.A.	N.A.	N.A.	N.A.
Div 3	3.00	1.50	NA	NA	NA	N.A.	N.A.	N.A.	N.A.

1.g Office Hours (Faculty will be available in office in this duration for solving students' query)

Division	Day	Time (at least 1 Hr. / Division)	Venue (Office Room No.)
Div 1	Friday	03:00 p.m. to 04:00 p.m.	MS Teams
Div 2	Friday	03:00 p.m. to 04:00 p.m.	MS Teams
Div 3	Friday	03:00 p.m. to 04:00 p.m.	MS Teams

2.a Syllabus: Module Wise Teaching Hours and % Weightage in University Question Paper

Module No.	Module Title and Brief Details	Teaching Hrs. for each module (No of Lect)	% Weightage in University Question Papers
1	Information Security Overview, Threats, Types of Attacks, Secure Design Principles.	05	20
2	Authentication and Authorization, Encryption, Storage Security and Database Security.	10	20
3	Secure Network Design, Network Design Security, Firewalls, Wireless Network Security.	07	20
4	Intrusion Detection and Prevention Systems, Voice over IP, OS Security Models	10	20
5	Virtual Machines and Cloud Computing, Secure Application Design, Physical Security	08	20
*Lecture Count modified as per suggestions by Mentor Total		40 lectures X 60 Minutes	100

2.b Prerequisite Courses

No.	Semester	Name of the Course	Topic/s
1	I	Operating Systems	Virtual Machines
2	III	Computer Networks	Network Devices, Types of Networks, Wired and Wireless Networks.
3	III	Database Management Systems	Concepts of Database, Database Backup and Recovery, Auditing and Monitoring.

2.c Relevance to Future Courses

No.	Semester	Name of the Course
1	T.Y.B.Sc.IT	Project

2.d Real Life Application Mapping – Mention Application from Very Common Day to Day Life

No.	Real Life Application Mapping with the Course
1	Storage Security (Unit I) – Organisations use algorithm ‘Crypto Shredding’
2	Database Security (Unit I) – Organisations use Authentication, Authorisation, Auditing, ACL, Monitoring
3	Firewall Design (Unit III) – CCNA Firewall includes SDM Demo
4	Wireless Intrusion Detection and Prevention (Unit III) – Car thefts, Fire Alarms, Surveillance Systems

3. Past Results – Division-Wise and Topic-Wise Result Based Analysis

Details	Target - Apr 2021	Apr 2020	Apr 2019	Apr 2018
Course Passing % – Average of 5 Divisions	100	100	91.17	N.A.
Marks Obtained by Course Topper (marks/100)	95	--	--	N.A.

Year	Division A		Division B		Division C		Division D		Division E	
	Initials of Teacher	% Result	Initials of Teacher	% Result	Initials of Teacher	% Result	Initials of Teacher	% Result	Initials of Teacher	% Result
Apr 2020	GS	100	PMM	100	GS	100	PMM	100	GS	100
Apr 2019	GS	90.38	PMM	92.86	GS	90.74	PMM	91.04	GS	90.74

Topics which affect results negatively	Module Number	Recommendations to overcome these issues & improve result in future
Public Key Infrastructure	I	Compare and Contrast of different techniques
Working of VoIP	IV	Diagrammatic representation of the VoIP model

4 All the Learning Resources – Books and E-Resources

4.a List of Textbooks (T – Symbol for Textbooks) to be Referred by Students

Sr. No	Textbook Titles	Author/s	Publisher	Edition	Module Nos.
1	The Complete Reference: Information Security	Mark Rhodes-Ousley	McGraw Hill	2 nd	1-5

4.b List of Reference Books (R – Symbol for Reference Books) to be Referred by Students

Sr. No	Reference Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Essential Cybersecurity Science	Josiah Dykstra	O’Reilly	5 th	1-5
2	Principles of Computer Security: CompTIA Security+ and Beyond	Wm.Arthur Conklin, Greg White	McGraw Hill	2 nd	1-5

4.c List of E - Books (E – Symbol for E-Books) to be Referred by Students

Sr. No	E- Book Titles	Author/s	Publisher	Edition	Module Nos.
1	The Complete Reference: Information Security	Mark Rhodes-Ousley	McGraw Hill	2 nd	1-5

4.d Web Links and Names of Magazines, Journals, E-journals – [VIT is member of IIT Bombay Library]

Refer online journals subscribed in VIT library. You can also access IIT Bombay online library for journals from IITB campus.

Sr. No	Web-Links and Names of Journals and E-Journals Recommended to Students for this Course	Web-Links and Names of Magazines Recommended to Students for this Course	Module Nos.
1	Concepts of Information Security https://www.nap.edu/read/1581/chapter/4	Data security using data slicing over storage clouds https://ieeexplore.ieee.org/document/7489401/	1
2	Journal of Cryptology https://www.springer.com/journal/145	Storage in cloud computing https://pdfs.semanticscholar.org/0799/57e6fab0cccb46c871fbc29600fc76105d00.pdf	2
3	IEEE Security & Privacy https://ieeexplore.ieee.org/xpl/RecentIssue.jsp?punumber=8013	Advanced threat intelligence to help manage security risks and protect against cyberattacks https://www.akamai.com/us/en/what-we-do/threat-research.jsp?utm_id=PS02020&utm_campaign=IN_Security&ef_id=EAlalQobChMlpOrhyKeO7gIVRK6WCh1bGgmDEAAYASAAEgJnePD_BwE:G:s&utm_source=google&utm_medium=cpc&gclid=EAlalQobChMlpOrhyKeO7gIVRK6WCh1bGgmDEAAYASAAEgJnePD_BwE	3-4
4	International Journal of Innovative Research and Advanced Studies www.ijiras.com	Computing security https://computingsecurity.co.uk/	5

4.e Module Best Available in - Tick the best resource [from 4.a to 4.d in this AAP] & give details

Module No.	Category (Please Tick Mark) - √						Available In VSIT Library?		Details of the Resource (i.e. Name, Chapter & Page No., etc.)
	Book			Magazine	Journals		Y	N	
	Text	Reference	E-Book		Regular	E-Journal			
1	√	√	√	√		√		N	Ref 1:The Complete Reference: Information Security Pg 3-93
2	√	√	√					N	Ref 1:The Complete Reference: Information Security Pg 167-274
3	√	√	√			√		N	Ref 1:The Complete Reference: Information Security Pg 300-396
4	√	√	√	√				N	Ref 1:The Complete Reference: Information Security Pg 399-475
5	√	√	√			√		N	Ref 1:The Complete Reference: Information Security Pg 575-797

4.f Web Links for Online Notes/YouTube/VIT Digital Content/VIT Lecture Capture/NPTEL Videos

Students can view lectures by VIT professors, captured through LMS 'Lecture Capture' in VIT campus for previous years.

No.	Websites / Links	Module Nos.
1	MIT 6.858 Computer Systems Security, Fall 2014 - MIT Open Courseware https://ocw.mit.edu/courses/electrical-engineering-and-computer-science/6-858-computer-systems-security-fall-2014/	1-4
2	Computer - Cryptography and Network Security -NPTEL https://onlinecourses.nptel.ac.in/noc21_cs16/	1-4
3	Cloud Computing-Education 4u, Cloud and Virtual Computing- Eli the Computer Guy https://www.elithecomputerguy.com/category/cloud-computing/	5

4.g Recommended MOOC Courses like Coursera / NPTEL / MIT-OCW / edX etc.

Sr. No.	MOOC Course Link	Course conducted by – Person / University / Institute / Industry	Course Duration	Certificate (Y / N)
1	Cybersecurity https://onlinecourses.swayam2.ac.in/cec21_cs09/	Swayam-CEC	15 Weeks	Y on successful result in proctored exam
2	Cryptography and Network Security – https://onlinecourses.nptel.ac.in/noc21_cs16/	NPTEL	12 Weeks	Y on successful result in proctored exam

4.h Recommended Value Added Courses (VAC)

Sr. No.	Name of the Value Added Course	Conducted by – Person / Institute / Industry	Course Duration	Certificate (Y / N)
1	Certified Ethical Hacker v10 (CEH)	Mr. Yasir Shaikh Macksofy Technologies Pvt. Ltd.	50 hrs	Y

4.i Study Material Distributed among Students

Tick if distributed among students					
GQ	Notes	Digital Content	PPT	EQ (updated till the Last Exam)	Other (Write Details)
✓	✓	✓	✓	-	-

5. Consolidated Course Lesson Plan

	From (date/month/year)	To (date/month/year)	Total Number of Weeks
Semester Duration	11/01/2021		

Week	Lecture no.	Module No.	Lecture Topics / IA 1 and IA 2 / BSA planned to be covered	Activities to be conducted (Quiz, Poll, Viva, Student Presentation, THT, any other)	Teaching Methodology (Power point, Video Clip, Simulation, Flipped Classroom, Group)	Recommended Prior Viewing / Reading	
						Lecture No. (on LMS)	Chapter No. / Page Nos./ Books/ Web Site

					Discussion, any other)		
1	1	1	Subject Introduction, Information Security Overview: The Importance of Information Protection, The Evolution of Information Security	Poll, Quiz	Powerpoint, Video Clip	1	Ref 1/ Chp1 / 3-8
	2		Security Methodology, How to Build a Security Program, The Impossible Job	Viva, Quiz	Powerpoint	2	Chp1/11-18
	Self Study		The Weakest Link, Strategy and Tactics, Business Processes vs. Technical Controls			Self Study	Chap 1 / 19-23
	3		Risk Analysis: Threat Definition, Types of Attacks	Quiz	Powerpoint	3	Chp2 / 25- 39
2	4		Types of Attacks	Match Card	Powerpoint, Video Clip	4	Chp2 /40-51
	Self Study		Risk Analysis			Self Study	Chp2 /51
	5		Secure Design Principles: The CIA Triad and Other Models, Defence Models, Zones of Trust	Student Presentation on current security attacks	Powerpoint	5	Chap 4 / 85 -93
	6	2	Authentication, Authorization: Authentication	Quiz	Powerpoint	6	Chap 7 /175-182
3	7		Authorization	Fill in the blanks	Powerpoint	7	Chap 7 /182-186
	Self Study		Encryption: A Brief History of Encryption			Self Study	Chap 10 / 241-243
	8		Symmetric-Key Cryptography Public Key Cryptography Public Key Infrastructure	Match the type of security with scenario	Powerpoint, Video Clip	8	Chap 10 /243-245 Chap 10 /245-246 Chap 10 /247-249
	9		Storage Security: Evolution Modern Storage Security	Quiz	Powerpoint	9	Chap 11 / 253 -254 Chap 11 /255-261
4	10		Risk Remediation	Poll, Viva	Powerpoint	10	Chap 11 /261-270
	Self Study		Best Practices			Self Study	Chap 11 /270-271
	11		Database Security: General Database Security Concepts, Understanding Database Security Layers	Viva on video shown	Powerpoint, Video Clip	11	Chap 12 / 273-275 Chap 12 /275-278
	12		Understanding Database-Level Security Levels	Fill in the blanks	Powerpoint	12	Chap 12 /278 -284
5	13		Using Application Security	Quiz	Powerpoint	13	Chap 12 /285-288
	14		Database Backup and Recovery Keeping Your Servers Up to Date Database Auditing and Monitoring	Quiz	Powerpoint	14	Chap 12 /289-292 292 Chap 12 /292-294
	15		Revision	Descriptive Class Test on Unit 2	Powerpoint	15	
6	16	3	Secure Network Design: Introduction to Secure Network Design	Quiz	Powerpoint	16	Chap 13 / 300-302

			Performance Availability				Chap 13/303-305 Chap 13/306-307	
	17		Security	Quiz		17	Chap 13/308-317	
	Self Study		Network Device Security: Switch and Router Basics			Self Study	Chap 14 / 321-329	
	18		Network Hardening	Match Card activity on self study topic	Powerpoint	18	Chap 14 /330-340	
7	19		Firewalls: Overview, The Evolution of Firewalls Core Firewall Functions Additional Firewall Capabilities Firewall Design	Viva on video clips shown	Powerpoint, 2 Video clips (Evolution, Honeypot)	19	Chap 15 / 343-347 Chap 15 /347-349 Chap 15 /350-351 Chap 15 /351-353	
		20	Wireless Network Security: Radio Frequency Security Basics	Quiz	Powerpoint		20	Chap 17 / 372-383
		21	Data-Link Layer Wireless Security Features, Flaws, and Threats Wireless Vulnerabilities and Mitigations	Quiz	Powerpoint		21	Chap 17 /383-387 Chap 17 /387-390
8	22		Wireless Network Hardening Practices and Recommendations Wireless Intrusion Detection and Prevention	Pop Quiz on Unit 3	Powerpoint	22	Chap 17 /390-393 Chap 17 /393-396	
		Self Study	Wireless Network Positioning and Secure Gateways				Self Study	Chap 17 /396
	23	4	Intrusion Detection and Prevention Systems: IDS Concepts IDS Types and Detection Models	Viva on video shown	Powerpoint, Video clip on IDS	23	Chap 18 / 399-406 Chap 18 / 406-408	
	24		Detection Models	Match Card	Powerpoint		24	Chap 18 / 409-413
9	25		IDS Features IDS Deployment Considerations	Fill in the blanks	Powerpoint	25	Chap 18 / 413-418 Chap 18 / 418-420	
		26		Security Information and Event Management (SIEM)	Poll, Viva		Powerpoint	26
	27		Voice over IP (VoIP) and PBX Security: Background VoIP Components	Viva on video shown	Powerpoint, Video clip	27	Chap 19 / 428-430 Chap 19 / 430-436	
10	28		VoIP Vulnerabilities and Countermeasures	Poll, Viva		28	Chap 19 / 436-445	
	29		VoIP Vulnerabilities and Countermeasures		Powerpoint	29	Chap 19 / 446-455	
	30		PBX, TEM: Telecom Expense Management	Quiz	Powerpoint	30	Chap 19 / 456-458	
11	31		Operating System Security Models: Operating System Models	Match the model	Powerpoint	31	Chap 20 / 463-467	

			Classic Security Models				Chap 20 /467-471
	32		Reference Monitor Trustworthy Computing International Standards for Operating System Security	Quiz	Powerpoint	32	Chap 20 /471-473 Chap 20 /473-475
	33	5	Virtual Machines and Cloud Computing: Virtual Machines Cloud Computing	Assignment 1 on Unit 4	Powerpoint	33	Chap 24 / 575-577 Chap 20 /578-585
12	34		Cloud Computing	Quiz	Powerpoint	34	Chap 20 /586-594
	35		Secure Application Design: Secure Development Lifecycle Application Security Practices	Match the practices	Powerpoint	35	Chap 26 / 611-613 Chap 26 /613-615
	36		Web Application Security	Quiz	Powerpoint	36	Chap 26 /615-625
13	37		Client Application Security	Quiz	Powerpoint	37	Chap 26 /625-629
	38		Remote Administration Security	Poll, Viva	Powerpoint	38	Chap 26 /629-632
	39		Physical Security: Physical Vulnerability Assessment Choosing Site Location for Security	Take Home Test on Unit 5	Powerpoint	39	Chap 34 / 790-791 Chap 34 /791-794
14	40		Securing Assets: Locks and Entry Controls Physical Intrusion Detection	Poll	Powerpoint	40	Chap 34 /794-796 Chap 34 /796-797

6. Rubric for Grading and Marking of Term Work (inform students at the beginning of semester)

Lecture + Practical (% Attendance) & Marks	Assignments	Tutorial	Lab / Practical Performance	Lab Journal Assessment	Class Tests (Other than IA)	Other (1) Specify	Other (2) Specify	Total
75% Attendance. Active Participation – 10 marks	1	-	Practical Submission(100 marks) scaled to 20 marks, Practical Assessment #1 – 10 marks, Final Practical Exam (Mini Project / Poster Presentation + Viva) – 20 marks Total 20+10+20 = 50 marks		-	IA 1 (Descriptive) 20 marks, IA 2 (MCQs + Viva) 20 marks scaled to 15 marks		75

7. Assignments / Tutorials Details (must attach print out of all questions together with AAP)

Assignment No.	Title of the Assignments / Tutorials	CO Map	Assignments given to Students on	Date of Submission
1	Intrusion Detection and Prevention Systems, Operating System Security Models	4	11 th week	11 th week

Analysis of Assignment / Tutorial Questions and Related Resources

Assignment No.	Week No.	Type* (v)			Module No.	Based on #			Question Type (v)	
		R	UQ	OBT		Text Book	Reference Book	Other Learning Resource	MU EQ	Thought Provoking
1	2 nd	✓			1	✓	✓		✓	✓

* Tick (v) the Type of the Assignment: Regular (R); Unannounced Quiz (UQ) ; Open Book Test for TY/SY/MASTERS (OBT)

Write number for Text book, reference book, other learning resource from this AAP – from Points 4.a to 4.d

8.

Internal Assessment / Other Class Test / Open Book Test (OBT)/Take Home Test (THT) Details

Tests	Test Dates	Module No.	CO Map	IA Question Paper Pattern	Policy
1 st IA Test	7 th Week	1, 2	1, 2	Q1 – 10 Marks Q2 – 10 Marks	IA is a Head of passing *
2 nd IA Test	10 th Week	3, 4	3, 4	MCQs	
Pop Quiz	-	-	-	-	-
Open Book Test	-	-	-	-	-
Take Home Test	13 th Week	5	5	Descriptive	10 marks
Class Test	5, 8, 11 Weeks	2, 3, 4	2, 3, 4	Descriptive Class Test 2 MCQs based Class Tests 3, 4	Each test of 10 marks

* IA failures will have to appear for re-test in next semester

9.a

Practical Activities – Regular Experiments

Practical No.	Module No.	Title of the Regular Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1	2	Design Topology	Designing Topology, Network Addressing	2	4
2	2	Configure Routers	Creating Virtual Networks	2	4
3	1	Configure AAA Authentication	Using Router Console	1	4
4	3	Configure IP ACLs to Mitigate Attacks and IPV6 ACLs	Mitigate Attacks	3	4
5	3	Configuring a Zone-Based Policy Firewall	Enable IOS IPS	3	4
6	4	Configure IOS Intrusion Prevention System (IPS) Using the CLI	IOS Intrusion	4	4
7	5	Configure and Verify a Site-to-Site IPsec VPN Using CLI	IPsec VPN Using CLI	5	4

8	3	Configuring ASA Basic Settings and Firewall Using CLI	DHCP, Static NAT	3	4
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9.b Practical Activities – Newly Added Experiments

Practical No.	Module No.	Title of the Newly Added Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1	1-2	Encryption and Decryption (Coding) in Net beans	Various Encryption Techniques	2	4

9.c Practical Activities – PBL Experiments

Practical No.	Module No.	Title of the PBL Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1	1-2	Solving Problems on Cryptography Techniques- RSA, Diffie Hellman	Symmetric and Asymmetric Cryptography	2	4

10 Beyond Syllabus Activities for Gap Mitigation

No.	Type of the Activity	Activities	Details – no of attendees, guest, feedback, mark sheet, report
1	Interaction with Outside World	Guest Lecture / Workshops	-
2		Industrial Visit	-
3	Test and Assessments	Class Tests – (other than IA)	Yes (units 2)
4		Mini Projects	-
5		Pop Quiz	Yes (unit 3)
6		Mobile App Based Quiz	-
7		Open Book Test	-
8		Take Home Test	Yes (on unit 5)
9	Collaborative and Group Activity	Poster Presentation	Yes (as part of Practical Assessment – Various types of security and their specific applications)
10		Minute Papers	-
11		Students Seminar	Yes (Presentation on current security threats/attacks – Unit 1)
12		Students Debates	-
13		Panel Discussion / Mock GD	-
14		Mock Interview	-
15	Co-curricular Courses	MOOC-NPTEL/Coursera Videos	Yes (Optional)
16		Value Added Courses	Yes

17		Lecture Capture Usage	Yes
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*** Do not delete any activity. Give details for planned events. Write 'NA' for activity Not Planned.**

Consolidated Academic Administration Plan Prepared by (mention all theory teaching faculty names with signature)

Ms. Prachi Mahajan
Faculty 1 Name (Sign.)

Ms. Spruha More
Faculty 2 Name (Sign.)

External Industry Mentor (Sign.)

External Academic Mentor (Sign.)

VSIT Cluster Mentor Name (Sign.)

Head of Dept. (Sign.)

Version 2020-21

The academic resources available in VSIT –

VMIS (ERP)	V-Refer and V-Live	VSIT Library	VAC & MOOC Courses
Institute & Department Vision and Mission	Former IA question papers and solutions (prepared by faculty)	Former IA question papers solutions – hardcopy	Value Added Courses (VAC) are conducted throughout the semester & in the semester break – Enrol for the VACs
Program Educational Objectives (PEO)	MU end semester examination question papers and solutions (prepared by faculty)	MU end semester exam question paper & solutions – by faculty, hardcopy	
Program Specific Outcome (PSO)	Class notes and Digital Content for the subject (scanned / typed by faculty)	All text books, reference books, e –books mentioned in the syllabus & AAP	Online courses from NPTEL, Coursera etc. are pursued throughout the semester - Register for the course & get certified
Program Outcome (PO)	Comprehensive question bank, EQ, GQ, PPT, Class Test papers	Technical journals and magazines for reference	
Departmental Knowledge Map	Academic Administration Plan & Beyond Syllabus Activity report	VSIT library is member of IIT Bombay Library	Watch former lectures captured in LMS at VSIT

1.a Course Objectives (write in detail – follow NBA guideline in this regard)

Cognitive	What do you want students to know?	Students should know the basics of quality management, standards of quality, the standardized criteria for measuring quality in specification and software development.
Affective	What do you want students to think / care about?	Students should think of various practices for efficient test management and reporting. Students should think of various measures of testing and quality to be implemented in their project
Behavioural	What do you want students to be able to do?	They should be able to implement the various practises of testing as well quality checking measures in their project as per the requirement of it.

1.b Course Outcome (CO) Statements and Module-Wise Mapping (follow NBA guideline)

CO No.	Statements	Related Module/s
CO1	To learn about introduction to quality and software quality.	Unit 1
CO2	To know about fundamentals of testing.	Unit 2
CO3	To learn about different types of testing.	Unit 3
CO4	To learn about Software Validation and Verification and V-test model.	Unit 4
CO5	To learn about different levels of testing and various special tests.	Unit 5

1.c Mapping of COs with POs (mark S: Strong, M: Moderate, W: Weak, Dash '-': not mapped)

	PO 1	PO 2	PO 3	PO 4	PO 5	PO 6	PO 7	PO 8	PO 9	PO 10	PO 11	PO 12
CO 1												
CO 2												
CO 3												
CO 4												
CO 5												

1.d Mapping of COs with PSOs (mark S: Strong, M: Moderate, W: Weak, Dash '-':not mapped)

	PSO 1	PSO 2	PSO 3	PSO 4
CO 1				
CO 2				
CO 3				
CO 4				
CO 5				

1.e Teaching and Examination Scheme (As specified by the University) for the Course

Categories	Mathematics	Computing / IT / Electronics	Humanities & Soft Skill	Social Sciences	Commerce	Management	Multidisciplinary
Tick suitable category		√					

Subject Code	Subject Name	Teaching Scheme			Credits Assigned			
		Theory	Practical	Tutorial	Theory	TW/Practical	Tutorial	Total
USIT601	Software Quality Assurance	75			2			2

Subject Code	Subject Name	Examination Scheme							
		Theory Marks IA Test			End Sem. Exam Marks	TW	Practical	Oral	Total
		IA 1	IA 2	Average of IA1 and IA2					
USIT601	Software Quality Assurance	20	-	20	75	05			100

1.f Faculty-Wise Distribution of all Lecture-Practical-Tutorial Hours for the Course

Divisions	Lecture (Hrs.)	Practical(Hrs.)		Tutorial (Hrs.)	
		Batch 1	Batch 2	Batch 1	Batch 2
Div 1	3.00	NA	NA	NA	NA
Div 2	3.00	NA	NA	NA	NA
Div 3	3.00	NA	NA	NA	NA

1.g Office Hours (Faculty will be available in office in this duration for solving students' query)

Division	Day	Time (at least 1 Hr. / Division)	Venue (Office Room No.)
Div 1	Monday	3:00 pm to 4:00 pm	Virtual office hours
Div 2	Tuesday	3:00 pm to 4:00 pm	Virtual office hours
Div 3	Wednesday	3:00 pm to 4:00 pm	Virtual office hours

2.a Syllabus : Module Wise Teaching Hours and % Weightage in University Question Paper

Module No.	Module Title and Brief Details	Teaching Hrs. for each module	% Weightage in University Question Papers
1	Introduction to Quality, Software Quality	09	20
2	Fundamentals of testing	09	20
3	Boundary Value Testing, Equivalence Class Testing, Decision Table-Based Testing, Path Testing Data Flow Testing	09	20
4	Software Verification and Validation, V-test Model	06	20
5	Levels of Testing, Special Tests	07	20
<i>* Insert rows for more modules in the Course</i>		Total	100

2.b Prerequisite Courses

No.	Semester	Name of the Course	Topic/s
1	4	Software Engineering	Different Models

2	5	Software Project Management	Project Approach
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2.c Relevance to Future Courses

No.	Semester	Name of the Course
1	BSc Sem 6 MSc Sem 4	Project

2.d Real Life Application Mapping – Mention Application from Very Common Day to Day Life

No.	Real Life Application Mapping with the Course
1	Beta version of software
2	TestRail- Modern Test Case Management Software
3	Tricentis- Real life examples of software development failures

3. Past Results – Division-Wise and Topic-Wise Result Based Analysis

Details	Target - April 2021	April 2020	April 2019	April 2018
Course Passing % – Average of 3 Divisions	100	100	93.64	NA
Marks Obtained by Course Topper (mark/100)	90	100	75	NA

Year	Division A		Division B		Division C	
	Initials of Teacher	% Result	Initials of Teacher	% Result	Initials of Teacher	% Result
2018-2019	JV	98.08	ST	89.29	JV	98.15
2019-2020	SV	100	ST	100	SV	100

Year	Division D		Division E		Division F	
	Initials of Teacher	% Result	Initials of Teacher	% Result	Initials of Teacher	% Result
2018-2019	ST	89.55	JV	94.44	NA	NA
2019-2020	ST	100	SV	100	NA	NA

Topics which affect results negatively	Module Number	Recommendations to overcome these issues & improve result in future
Creating Test cases	3	More Practice Questions and Case Study

4 All the Learning Resources – Books and E-Resources

4.a List of Text Books (T – Symbol for Text Books) to be Referred by Students

Sr. No	Text Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Software Quality Assurance From theory to implementation	Daniel Galin	Pearson		1
2	Software Testing and Quality Assurance Theory and Practice	Kshirasagar Naik Priyadarshi Tripathi	Wiley		3,5
3	Beginners Guide to software Testing	Padmini C	Symbiosys Technologies		3

4.b List of Reference Books (R – Symbol for Reference Books) to be Referred by Students

Sr. No	Reference Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Software Testing and Continuous Quality Improvement	William E. Lewis	CRC Press	Third	3,4
2	Software Testing: Principles, Techniques and Tools	M. G. Limaye	TMH		1,2,4,5
3	Foundations of Software Testing	Dorothy Graham, Erik van Veenendaal, Isabel Evans, Rex Black	Cengage Learning	3rd	1
4	Software Testing: A Craftsman's Approach	Paul C. Jorgenson	CRC Press	4th	3

4.c List of E - Books (E – Symbol for E-Books) to be Referred by Students

Sr. No	E- Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Guide to Advanced Software Testing	Anne Mette Jonassen Hass	Artech House	1	1,2,3
2	Software Testing and Analysis	Junbeom Yoo	Dependable Software Laboratory	-	1,2
3	Software Testing Foundations	Andreas Spillner, Tilo Linz, Hans Schaefer	Rocky Nook	2	1,2

4.d Web Links and Names of Magazines, Journals, E-journals – [VIT is member of IIT Bombay Library]

Refer online journals subscribed in VIT library. You can also access IIT Bombay online library for journals from IITB campus.

Sr. No.	Web-Links and Names of Journals and E-Journals Recommended to Students for this Course	Web-Links and Names of Magazines Recommended to Students for this Course	Module Nos.
1	Role of Software Quality Assurance in software development http://www.ijecs.in/index.php/ijecs/article/view/1683/1557	Better Software https://www.stickyminds.com/sites/default/files/volume-issue/pdf/V2011.pdf	1
2	Assuring Software Quality Assurance https://ieeexplore.ieee.org/stamp/stamp.jsp?tp=&arnumber=1196320	A magazine on Software Testing https://ieeexplore.ieee.org/stamp/stamp.jsp?arnumber=1028373	5
3	A literature review of Software Quality Assurance https://research.ijcaonline.org/volume78/number8/pxc3891279.pdf		3

4.e

Module Best Available in - Tick the best resource [from 4.a to 4.d in this AAP] & give details

Module No.	Category (Please Tick Mark) - √						Available In VSIT Library?		Details of the Resource (i.e. Name, Chapter & Page No., etc.)
	Book			Magazine	Journals		Y	N	
	Text	Reference	E-Book		Regular	E-Journal			
1		√					Y		Software Testing Principles, Techniques and Tools by M G Limaye Chapter 1,2 PgNo 3-59
2		√	√				Y		Software Testing Principles, Techniques and Toolsting by M G Limaye Chapter 3 PgNo 63-115 Foundations of Software Testing by Dorothy Graham, Erik van Veenendaal, Isabel Evans, Rex Black Chapter 2 PgNo 35-53
3		√	√				Y		Software Testing: A Craft's Approach by Paul C. Jorgenson Chapter 5-9 PgNo79-183
4		√					Y		Software Testing Principles, Techniques and Tools by M G Limaye Chapter 6,7 PgNo 161-200

5		√					Y		Software Testing Principles, Techniques and Tools by M G Limaye Chapter 9,7 PgNo 221-234,258-313
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4.f Web Links for Online Notes/YouTube/VIT Digital Content/VIT Lecture Capture/NPTEL Videos

Students can view lectures by VIT professors, captured through LMS 'Lecture Capture' in VIT campus for previous years.

No.	Websites / Links	Module Nos.
1	Introduction to Software Testing http://www.onestoptesting.com/introduction/	1
2	Software Testing Fundamentals https://www.360logica.com/blog/software-testing-fundamentals/	2
3	Boundary value analysis and Equivalence Partitioning https://reqtest.com/testing-blog/what-is-boundary-value-analysis-and-equivalence-partitioning/	3
4	Verification and Validation https://www.softwaretestinghelp.com/what-is-verification-and-validation/	4
5	Types of Software Testing: Different Testing Types with details https://www.softwaretestinghelp.com/types-of-software-testing/	5

4.g Recommended MOOC Courses like Coursera / NPTEL / MIT-OCW / edX etc.

Sr. No.	MOOC Course Link	Course conducted by – Person / University / Institute / Industry	Course Duration	Certificate (Y / N)
1	Selenium 1 https://spoken-tutorial.org/tutorial-search/?search_foss=Selenium&search_language=English	Spoken Tutorial IIT-B	4 Hrs	Y
2	Understanding Docker and using it for Selenium automation https://www.udemy.com/course/understanding-docker-performing-selenium-automation/	Udemy	2 Hrs	Y
3	Selenium WebDriver with C# https://www.udemy.com/course/selenium-qa/	Udemy	1.5 hr	Y

4.h Recommended Value Added Courses (VAC)

Sr. No.	Name of the Value Added Course	Conducted by – Person / Institute / Industry	Course Duration	Certificate (Y / N)
1	Advanced Python			

4.i Study Material Distributed among Students

Tick if distributed among students					
GQ	Notes	Digital Content	PPT	EQ (updated till the Last Exam)	Other (Write Details)
Yes	Yes	Yes	Yes	Yes	EBooks, videos, practice quiz

5. Consolidated Course Lesson Plan

	From (date/month/year)	From (date/month/year)	Total Number of Weeks
Semester Duration	11/01/2021		15

	Lecture no.	Module No.	Lecture Topics / IA 1 and IA 2 / BSA planned to be covered	Activities to be conducted (Quiz, Poll, Viva, Student Presentation, THT, any other)	Teaching Methodology (Power point, Video Clip, Simulation, Flipped Classroom, Group Discussion, any other)	Recommended Prior Viewing / Reading	
						Lecture No. (on LMS)	Chapter No. / Page Nos./ Books/ Web Site
1	1	1	Subject introduction. Introduction to Quality: Core Components of Quality	Guess Testing Type	PPT		1/3/4.b.2
	2	1	Quality View, Financial Aspect of Quality, Customers, Suppliers and Processes, Total Quality Management (TQM), Historical Perspective of Quality	Poll, Viva	PPT, video clip		1/10/4.b.2
	3	1	Quality Principles of Total Quality Management, Quality Management Through Statistical Process Control	Viva	PPT		1/18/4.b.2
2	4	1	Quality Management Through Cultural Changes, Continual (Continuous) Improvement Cycle	Quiz	PPT		1/22/4.b.2
	5	1	Benchmarking and Metrics, Problem Solving Techniques, Problem Solving Software Tools, Software Quality: Introduction, Constraints of Software	Viva	PPT		1/24/4.b.2 2/30/4.b.2

	6	1	Product Quality Assessment, Customer is a King, Quality and Productivity Relationship,	Viva	PPT		2/31/4.b.2
3	7	1	Requirements of a Product, Organisation Culture, Characteristics of Software,	Viva	PPT		2/31/4.b.2
	8	1	Software Development Process, Types of Products, Schemes of Criticality Definitions	Viva	PPT		2/38/4.b.2
	9	1	Processes Related to Software Quality, Quality Management System Structure, Pillars of Quality Management System, Important Aspects of Quality Management.	Class Test	PPT		2/51/4.b.2
	SS	1	What is Quality? (Is it a fact or perception?), Definitions of Quality, Quality in Different Areas, Problematic Areas of Software Development Life Cycle, Software Quality Management,				1/3/4.b.2 2/45/4.b.2
	SS	2	Fundamentals of testing: Introduction, Necessity of testing, What is testing? Fundamental test process, The psychology of testing, Historical Perspective of Testing,				3/63/4.b.2
4	10	2	Definitions of Testing, Approaches to Testing, Testing During Development Life Cycle, Requirement Traceability Matrix,	Viva	PPT, video clip		3/65/4.b.2
	11	2	Principles of Software Testing, Salient Features of Good Testing, Test Policy Test Strategy or Test Approach, Test Planning, Testing Process and Number of Defects Found in Testing, Test Team Efficiency	Viva	PPT		3/83/4.b.2
	12	2	Mutation Testing, Challenges in Testing, Test Team Approach, Process Problems Faced by Testing	Viva	PPT		3/88/4.b.2
5	13	2	Cost Aspect of Testing, Establishing Testing Policy, Methods, Structured Approach to Testing	Quiz	PPT		3/95/4.b.2
	14	2	Categories of Defect, Defect, Error, or Mistake in Software,	Viva, Puzzle	PPT		3/95/4.b.2
	15	2	Developing Test Strategy, Developing Testing Methodologies (Test Plan), Testing Process, Attitude Towards Testing	Viva	PPT		3/102/4.b.2

6	16	2	Test Methodologies/Approaches, People Challenges in Software Testing, Raising	spin the wheel game	PPT		3/107/4.b.2
	17	2	Testing throughout the software life cycle , Software development models, Test levels,	Poll	PPT		2/35/4.b.3
	18	2	Management Awareness for Testing, Skills Required by Tester	Class Test	PPT		3/107/4.b.2
	SS	2	Essentials of Software Testing, Workbench, Important Features of Testing Process, Misconceptions About Testing Test types, the targets of testing, Maintenance testing				3/78/4.b.2 2/35/4.b.3
7	19	3	Unit Testing: Boundary Value Testing: Normal Boundary Value Testing, Robust Boundary Value Testing,	Viva	PPT		5/84/4.b.4
	20	3	Worst-Case Boundary Value Testing, Special Value Testing, Examples, Random Testing, Guidelines for Boundary Value	Viva	PPT		5/84/4.b.4
	21	3	Testing, Equivalence Class Testing: Equivalence Classes	Quiz	PPT, video clip		5/94/4.b.4
8	22	3	Traditional Equivalence Class Testing, Improved Equivalence	Viva	PPT		6/100/4.b.4
	23	3	Decision Table–Based Testing: Decision Tables, Decision Table Techniques,	Viva	PPT		6/113/4.b.4
	24	3	Test Coverage Metrics, Basis Path Testing, Guidelines and Observations, Data Flow	OBT	PPT		8/133/4.b.4
9	25	3	Testing, Define/Use Testing, Slice-Based Testing	Viva	PPT		8/138/4.b.4
	26	3	Program Slicing Tools	Viva	PPT, case study		8/138/4.b.4
	SS	3	Class Testing, Edge Testing, Guidelines and Observations				6/100/4.b.4
	27	3	Cause-and-Effect Graphing, Guidelines and Observations, Path Testing: Program Graphs, DD-Paths	Class Test	PPT		7/117/4.b.4
10	28	4	Software Verification and Validation: Introduction, Verification, Verification Workbench	Viva	PPT		6/161/4.b.2

	29	4	Methods of Verification, Types of reviews on the basis of Stage Phase,	Viva	PPT		6/164/4.b.2
	30	4	Entities involved in verification ,Coverage in Verification,	Viva	PPT, Flipped classroom		6/175/4.b.2
	SS	4	Validation, Validation Workbench, Levels of Validation, Coverage in Validation, Acceptance Testing, Management of Verification and Validation				6/180,183/4.b.2
11	31	4	Software development verification and validation activities	THT	PPT		6/188/4.b.2
	32	4	V-test Model: Introduction, V-model for software, testing during Proposal stage	Quiz	PPT		7/194/4.b.2
	SS	4	Testing during requirement stage, Testing during test planning phase, Testing during design phase, Testing during coding, Reviews in testing lifecycle, Concerns of Verification				7/194, 198/4.b.2
	33	4	VV Model, Critical Roles and Responsibilities	Class Test	PPT		7/198/4.b.2
	SS	5	Levels of Testing: Introduction, Proposal Testing, Requirement Testing, Design Testing, Code Review, Critical Path First, Sub System Testing, System Testing, Testing Stages.				9/221, 226/4.b.2
12	34	5	Special Tests: Introduction, GUI testing, Compatibility Testing	Viva	PPT		11/258/4.b.2
	35	5	Installation Testing, Requirement Testing, Regression Testing, Error Handling Testing, Manual Support Testing	Viva, Puzzle	PPT		11/274/4.b.2
	36	5	Intersystem Testing, Control Testing, Smoke Testing, Adhoc Testing, Parallel Testing, Execution Testing, Operations Testing	Quiz	PPT, group Discussion		11/278/4.b.2
13	37	5	Compliance Testing, Usability Testing, Decision Table Testing, Documentation Testing, Training testing, Rapid Testing	Viva	PPT, video clip		11/282/4.b.2

	38	5	Control flow graph, Generating tests on the basis of Combinatorial Designs, State Graph, Risk Associated with New Technologies, Process maturity level of Technology	Viva	PPT		11/286/4.b.2
	SS	5	Testing Adequacy of Control in New technology usage, Object Oriented Application Testing, Testing of Internal Controls, COTS Testing, Client Server Testing	Minute Papers			12/297/4.b.2
	SS	5	Web Application Testing, Mobile Application Testing, eBusiness eCommerce Testing, Agile Development Testing, Data Warehousing Testing	Viva			12/307/4.b.2
	39	5	Unit Testing, Module Testing, Integration Testing, Big-Bang Testing, Sandwich Testing,	Viva	PPT, GD		9/221/4.b.2
	40	5	Security Testing, Performance Testing, Volume Testing, Stress Testing, Recovery Testing	Class Test	PPT		11/268/4.b.2

6. Rubric for Grading and Marking of Term Work (inform students at the beginning of semester)

Lecture + Practical (% Attendance) & Marks	Assignments	Tutorial	Lab / Practical Performance	Lab Journal Assessment	Class Tests (Other than IA)	Other (1) specify	Other (2) specify	Total
Active Participation (10)	3 Assignments	-	-	-	5 Test on each unit (10 marks)	20 (IA)	-	10 marks

7. Assignments / Tutorials Details (must attach print out of all questions together with AAP)

Assignment No.	Title of the Assignments / Tutorials	CO Map	Assignments given to Students on	Date of Submission
1	Introduction to Quality, Software Quality	1	Week 3	

2	Fundamentals of testing	2	Week 6	
3	Unit Testing: Boundary Value Testing, Equivalence Class Testing, Decision Table–Based Testing, Data Flow Testing	3	Week 10	

Analysis of Assignment / Tutorial Questions and Related Resources

Assignment No.	Week No.	Type* (✓)			Module No.	Based on #			Question Type (✓)	
		R	UQ	OBT		Text Book	Reference Book	Other Learning Resource	MU EQ	Thought Provoking
1	3			✓	1		✓		✓	✓
2	5			✓	2		✓		✓	✓
3	8			✓	3		✓		✓	✓

* Tick (✓) the Type of the Assignment: Regular (R); Unannounced Quiz (UQ) ; Open Book Test for TY/SY/MASTERS (OBT)

Write number for Text book, reference book, other learning resource from this AAP – from Points 4.a to 4.d

8.

Internal Assessment / Other Class Test / Open Book Test (OBT)/Take Home Test (THT) Details

Tests	Test Dates	Module No.	CO Map	IA Question Paper Pattern	Policy
1 st IA Test	6 th Week	1,2		Q1- Answer in one sentence Q2 –Answer in brief 15 Marks	
2 nd IA Test	12 th Week	1,2		Q1 – MCQ – 15 Marks	
Pop Quiz	In Lectures	1,2,3,4,5			
Open Book Course Test	8 th Week	3			
Take Home Test	11 th Week	4			
Class tests	After every Unit	1,2,3,4,5			
Class tests / prelims					

Any other test/exams					
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* IA failures will have to appear for re-test in next semester

9.a Practical Activities – Regular Experiments (NA)

Practical No.	Module No.	Title of the Regular Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1					
2					
3					
4					
5					
6					
7					
8					
9					
10					

9.b Practical Activities – Newly Added Experiments

Practical No.	Module No.	Title of the Newly Added Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1					

9.c Practical Activities – PBL Experiments

Practical No.	Module No.	Title of the PBL Experiments	Concepts to be highlighted	CO Map	Audit / Quality (0 to 4)
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1					
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10. Beyond Syllabus Activities for Gap Mitigation

No.	Type of the Activity	Activities	Details – no of attendees, guest, feedback, mark sheet, report
1	Interaction with Outside World	Guest Lecture / Workshops	-
2		Industrial Visit	
3	Test and Assessments	Class Tests – (other than IA)	Yes
4		Mini Projects	
5		Pop Quiz	Yes
6		Mobile App Based Quiz	
7		Open Book Test	Yes
8		Take Home Test	Yes
9	Collaborative and Group Activity	Poster Presentation	
10		Minute Papers	Yes
11		Students Seminar	
12		Students Debates	
13		Panel Discussion / Mock GD	
14		Mock Interview	
15	Co-curricular Courses	MOOC-NPTEL/Coursera Videos	Yes
16		Value Added Courses	Yes on Python
17		Lecture Capture Usage	

*** Do not delete any activity. Give details for planned events. Write 'NA' for activity Not Planned.**

Consolidated Academic Administration Plan Prepared by (mention all theory teaching faculty names with signature)

Janhavi Vadke

Seema Vishwakarma

Faculty 1 Name (Sign.)

Faculty 2 Name (Sign.)

External Industry Mentor (Sign.)

External Academic Mentor (Sign.)

Pallavi Tawde

VSIT Cluster Mentor Name (Sign.)

Head of Dept. (Sign.)

Version 2020-21

The academic resources available in VSIT –

VMIS (ERP)	V-Refer and V-Live	VSIT Library	VAC & MOOC Courses
Institute & Department Vision and Mission	Former IA question papers and solutions (prepared by faculty)	Former IA question papers solutions - hardcopy	Value Added Courses (VAC) are conducted throughout the semester & in the semester break - Enrol for the VACs
Program Educational Objectives (PEO)	MU end semester examination question papers and solutions (prepared by faculty)	MU end semester exam question paper & solutions - by faculty, hardcopy	
Program Specific Outcome (PSO)	Class notes and Digital Content for the subject (scanned / typed by faculty)	All text books, reference books, e -books mentioned in the syllabus & AAP	Online courses from NPTEL, Coursera etc. are pursued throughout the semester - Register for the course & get certified
Program Outcome (PO)	Comprehensive question bank, EQ, GQ, PPT, Class Test papers	Technical journals and magazines for reference	
Departmental Knowledge Map	Academic Administration Plan & Beyond Syllabus Activity report	VSIT library is member of IIT Bombay Library	Watch former lectures captured in LMS at VSIT

1.a Course Objectives (write in detail – follow NBA guideline in this regard)

Cognitive	What do you want students to know?	To gain knowledge about geographic information systems. To understand the techniques and method used in implementing PGIS based Applications.
Affective	What do you want students to think / care about?	To compare vector and raster data, the different types of Projection and Interpolation Techniques. To identify the benefits and shortcomings of PGIS.
Behavioural	What do you want students to be able to do?	To create GIS layers of maps from scratch. To develop a strategy to implement an effective GIS.

1.b Course Outcome (CO) Statements and Module-Wise Mapping (follow NBA guideline)

CO No.	Statements	Related Module/s
CO1	Understanding the Real world and its representation of it using GIS.	Unit 1
CO2	Understanding and managing data and Processing Systems.	Unit 2
CO3	Analyzing Spatial Referencing and Positioning	Unit 3
CO4	Analyzing Spatial Data	Unit 4
CO5	Implementing Maps	Unit 5
CO6	Constructing and Analysing maps based on particular area.	Unit 1, 2, 3, 4, 5

1.c Mapping of COs with POs (mark S: Strong, M: Moderate, W: Weak, Dash '-': not mapped)

	PO 1	PO 2	PO 3	PO 4	PO 5	PO 6	PO 7	PO 8	PO 9	PO 10	PO 11	PO 12
CO 1												
CO 2												
CO 3												

CO 4												
CO 5												

1.d Mapping of COs with PSOs (mark S: Strong, M: Moderate, W: Weak, Dash '-':not mapped)

	PSO 1	PSO 2	PSO 3	PSO 4
CO 1				
CO 2				
CO 3				
CO 4				
CO 5				

1.e Teaching and Examination Scheme (As specified by the University) for the Course

Categories	Mathematics	Computing / IT / Electronics	Humanities & Soft Skill	Social Sciences	Commerce	Management	Multidisciplinary
Tick suitable category		✓					

Subject Code	Subject Name	Teaching Scheme			Credits Assigned			
		Theory	Practical	Tutorial	Theory	TW/Practical	Tutorial	Total
USIT604	PGIS	75	50	--	2	2	--	4

Subject Code	Subject Name	Examination Scheme							
		Theory Marks IA Test			End Sem. Exam Marks	TW	Practical	Oral	Total
		IA 1	IA 2	Average of IA1 and IA2					
USIT604	PGIS	20	20	20	75	05	50		150

1.f Faculty-Wise Distribution of all Lecture-Practical-Tutorial Hours for the Course

Divisions	Lecture (Hrs.)	Practical (Hrs.)				Tutorial (Hrs.)			
		Batch 1	Batch 2	Batch 3	Batch 4	Batch 1	Batch 2	Batch 3	Batch 4
Div 1	3.00	1.50	NA	NA	NA	N.A.	N.A.	N.A.	N.A.
Div 2	3.00	1.50	NA	NA	NA	N.A.	N.A.	N.A.	N.A.
Div 3	3.00	1.50	NA	NA	NA	N.A.	N.A.	N.A.	N.A.
Div F	-	-	NA	NA	NA	N.A.	N.A.	N.A.	N.A.

1.g Office Hours (Faculty will be available in office in this duration for solving students' query)

Division	Day	Time (at least 1 Hr. / Division)	Venue (Office Room No.)
Div 1	Tuesday	3:00 pm to 4:00 pm	MS Teams
Div 2	Tuesday	3:00 pm to 4:00 pm	MS Teams
Div 3	Tuesday	3:00 pm to 4:00 pm	MS Teams
Div F	-	-	-

2.a Syllabus: Module Wise Teaching Hours and % Weightage in University Question Paper

Module No.	Module Title and Brief Details	Teaching Hrs. for each module	% Weightage in University Question Papers
1	A Gentle Introduction to GIS, Geographic Information and Spatial Database	9	20
2	Data Management and Processing Systems	4	20
3	Spatial referencing and Positioning Data Entry and Preparation	13	20
4	Spatial Data Analysis	8	20
5	Data Visualization	6	20
* Insert rows for more modules in the Course Total		40 lectures X 60 Minutes	100

2.b Prerequisite Courses

No.	Semester	Name of the Course	Topic/s
1	3	DBMS	Normalization, SQL queries
2	4	Computer Graphics and Animation	Raster data, Vector data
3	2	Object Oriented Programming	Basic concepts

2.c Relevance to Future Courses

No.	Semester	Name of the Course
1	B.Sc IT Sem 5, 6	Project

2.d Real Life Application Mapping – Mention Application from Very Common Day to Day Life

No.	Real Life Application Mapping with the Course
1	GPS application in mobile phones.
2	OLA and UBER Apps
3	Google Maps and Google Earth
4	Satellite for Disaster Management
5	Smart City Planning

3. Past Results – Division-Wise and Topic-Wise Result Based Analysis

Details	Target - Apr 2021	Apr 2020	Apr 2019	Apr 2018
Course Passing % – Average of 3 Divisions	100	100	92.02%	NA
Marks Obtained by Course Topper (mark/100)	100	100	90	NA

Year	Division A		Division B		Division C		Division D		Division E	
	Initials of Teacher	% Result	Initials of Teacher	% Result	Initials of Teacher	% Result	Initials of Teacher	% Result	Initials of Teacher	% Result
Apr 2020	SM	100	PSM	100	UMS	100	PSM	100	SM	100
Apr 2019	SM	96.15	PSM	91.07	UMS	90.74	PSM	89.55	SM	92.59

Topics which affect results negatively	Module Number	Recommendations to overcome these issues & improve result in future
Satellite based positioning	3	Video based teaching may help to overcome
Analysing Spatial data and error propagation	4	Need some more practical example

4 All the Learning Resources – Books and E-Resources

4.a List of Text Books (T – Symbol for Text Books) to be Referred by Students

Sr. No	Text Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Introduction to Geographic Information Systems	Chang Kang-tsung (Karl),	McGrawHill	Any above 3rd Edition	1-5
2					

4.b List of Reference Books (R – Symbol for Reference Books) to be Referred by Students

Sr. No	Reference Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Principles of Geographic Information Systems- An Introductory Text Book	Editors: Otto Huisman and Rolf A.	The International Institute of Geoinformation Science and Earth Observation	Fourth	1-5
2	Principles of Geographic Information Systems	P.A Burrough and R.A.McDonnell	Oxford University Press	Third	1-5
3	Fundamentals of Spatial Information Systems,	R.Laurini and D. Thompson,	Academic Press		3, 4
4	Fundamentals of Geographic Information Systems	Michael N.Demers	Wiley Publications	Fourth	1
6	GIS Fundamentals: A First Text on Geographic Information Systems	Paul Bolsatd	XanEdu Publishing Inc	5th Edition	1, 3

4.c List of E - Books (E – Symbol for E-Books) to be Referred by Students

Sr. No	E- Book Titles	Author /s	Publisher	Edition	Module Nos.
1	Principles of Geographic Information Systems- An Introductory Text Book	Editors: Otto Huisman and Rolf A.	The International Institute of Geoinformation Science and Earth Observation	Fourth	1, 2, 3, 4, 5
2	Essays on Geography and GIS http://www.esri.com/~media/Files/Pdfs/library/bestpractices/essays-on-geography-gis-vol7.pdf		ESRI	Vol. 7	1, 2
3	The GIS Primer : An introduction to Geographic Information System	David J			1, 3

4.d Web Links and Names of Magazines, Journals, E-journals – [VIT is member of IIT Bombay Library]

Refer online journals subscribed in VIT library. You can also access IIT Bombay online library for journals from IITB campus.

Sr. No	Web-Links and Names of Journals and E-Journals Recommended to Students for this Course	Web-Links and Names of Magazines Recommended to Students for this Course	Module Nos.
1	Journal of GIS: http://technical.cloud-journals.com/index.php/IJARSG/index	Data Engineering: https://www.esri.com/en-us/arcgis/products/spatial-analytics-data-science/capabilities/data-engineering	Unit 2
2	Journal of GIS and Remote Sensing: http://www.aboutgis.com/gis-and-remote-sensing-journal-list-with-impact-factors/	Spatial Data Analysis: https://www.esri.com/en-us/arcgis/products/spatial-analytics-data-science/capabilities/spatial-analysis	Unit 4

3	Journal of Geographic Systems: https://link.springer.com/journal/10109	Data Visualization: https://www.esri.com/en-us/arcgis/products/spatial-analytics-data-science/capabilities/visualization-exploration	Unit 5
4	Transactions in GIS: https://link.springer.com/journal/10109	Geospatialworld: https://www.geospatialworld.net/magazine	Unit 3, 4
5	Geographical Analysis: https://onlinelibrary.wiley.com/journal/15384632#pane-01cbe741-499a-4611-874e-1061f1f4679e01	GIS Tutorial: https://ocw.mit.edu/resources/res-str-001-geographic-information-system-gis-tutorial	Units 1, 3, 4

4.e

Module Best Available in - Tick the best resource [from 4.a to 4.d in this AAP & give details

Module No.	Category (Please Tick Mark) - v						Available In VSIT Library?		Details of the Resource (i.e. Name, Chapter & Page No., etc.)
	Book			Magazine	Journals		Y	N	
	Text	Reference	E-Book		Regular	E-Journal			
1		✓	✓	✓		✓	✓	Principles of Geographic Information Systems- An Introductory Text Book ,chapter1, 2 pg no 25-134	
2		✓	✓				✓	Principles of Geographic Information Systems- An Introductory Text Book, chapter 3 pg no 135-188	
3		✓	✓	✓		✓	✓	Principles of Geographic Information Systems- An Introductory Text Book , chapter 4 ,5 pg no 189-341	
4		✓	✓	✓		✓	✓	Principles of Geographic Information Systems- An Introductory Text Book, chapter 6 pg no 342-439	
5		✓	✓				✓	Principles of Geographic Information Systems- An Introductory Text Book, chapter 7pg no 440-498	

4.f

Web Links for Online Notes/YouTube/VSIT Digital Content/VIT Lecture Capture/NPTEL Videos

Students can view lectures by VSIT professors, captured through LMS 'Lecture Capture' in VIT campus for previous years.

No.	Websites / Links	Module Nos.
1	Introduction to GIS: https://www.youtube.com/watch?v=ISiBu_4i-8l&list=PL9P1J9q3_9fOP3VGEENdHltx-E0XNZugJ	Unit 1
2	Geographic Information: https://www.youtube.com/watch?v=jfD5fytQ11k&index=2&list=PL9P1J9q3_9fOP3VGEENdHltx-E0XNZugJ	Unit 1
3	Spatial Referencing and Positioning: https://www.youtube.com/watch?v=OQq0VG3lars&index=5&list=PL9P1J9q3_9fOP3VGEENdHltx-E0XNZugJ	Unit 3
4	Spatial Database: https://www.youtube.com/watch?v=6JAoYl-lfkQ&list=PL9P1J9q3_9fOP3VGEENdHltx-E0XNZugJ&index=6	Unit 1

5	Data Visualization: https://www.youtube.com/watch?v=LoOTAvwRpSo&index=11&list=PL9P1J9q3_9fOP3VGEENdHltx-E0XNZugJ	Unit 5
6	Data Management: https://www.youtube.com/watch?v=Pbe8CxVDoeQ&list=PL9P1J9q3_9fOP3VGEENdHltx-E0XNZugJ&index=14	Unit 2
7	Data Management: https://www.youtube.com/watch?v=nYJo1d-SWas&index=15&list=PL9P1J9q3_9fOP3VGEENdHltx-E0XNZugJ	Unit 2
8	Geographic Information Systems: http://www.ncgia.ucsb.edu/giscc/	Unit1,2,3,4,5

4.g Recommended MOOC Courses like Coursera / NPTEL / MIT-OCW / edX etc.

Sr. No.	MOOC Course Link	Course conducted by – Person / University / Institute / Industry	Course Duration	Certificate (Y / N)
1	Geographic Information Systems: https://onlinecourses.nptel.ac.in/noc21_ce09/preview	NPTEL	12 Weeks	Y

4.h Recommended Value Added Courses (VAC)

Sr. No.	Name of the Value Added Course	Conducted by – Person / Institute / Industry	Course Duration	Certificate (Y / N)
	-	-	-	-

4.i Study Material Distributed among Students

Tick if distributed among students					
GQ	Notes	Digital Content	PPT	EQ (updated till the Last Exam)	Other (Write Details)
✓	✓	✓	✓	✓	Video Recordings

5. Consolidated Course Lesson Plan

	From (date/month/year)	To (date/month/year)	Total Number of Weeks
Semester Duration	11/01/2021	30/04/2021	15

Week	Lecture no.	Module No.	Lecture Topics / IA 1 and IA 2 / BSA planned to be covered	Activities to be conducted (Quiz, Poll, Viva, Student Presentation, THT, any other)	Teaching Methodology (Power point, Video Clip, Simulation, Flipped Classroom, Group Discussion, any other)	Recommended Prior Viewing / Reading	
						Lecture No. (on LMS)	Chapter No. / Page Nos./ Books/ Web Site
1	1	1	A Gentle Introduction to GIS The nature of GIS: Some fundamental observations, Defining GIS	Quiz, Poll, Viva	Power point, Video Clip	1	Reference 1/1/25

	2	1	GISystems, GIScience and GIApplications, Spatial data and Geoinformation	Quiz, Poll, Viva	Power point, Video Clip	2	Reference 1/1/43
	3	1	The real world and representations of it: Models and modelling	Quiz, Poll	Power point, Video Clip	3	Reference 1/1/49
2	4	1	Maps, Databases, Spatial databases and spatial analysis	Quiz, Poll, Drawing maps on paper, Viva	Power point, Show Maps used in various application	4	Reference 1/1/51
	5	1	Geographic Information and Spatial Database Models and Representations of the real world, Geographic Phenomena: Defining geographic phenomena,	Match Card, Poll	Power point, Video Clip	5	Reference 1/2/63
	6	1	Types of geographic phenomena, Geographic fields, types of geographic phenomena, Geographic fields,	Quiz, Poll	Power point, Video Clip	6	Reference 1/2/69
3	7	1	Computer Representations of Geographic Information: Regular tessellations, irregular tessellations,	Flash Card, Poll, Viva	Power point, Video Clip	7	Reference 1/2/85
	8	1	Vector representations, Topology and Spatial relationships , Scale and Resolution , Representation of Geographic fields, Representation of Geographic objects,	Gravity Game on quizlet, Viva	Power point, Video Clip	8	Reference 1/2/91
	9	1	Organizing and Managing Spatial Data, The Temporal Dimension	Assignment 1 – 20 Marks	Power point, Video Clip	9	Reference 1/2/126
4	10	2	Data Management and Processing Systems Hardware and Software Trends Geographic Information Systems: GIS Software, GIS Architecture and functionality, Spatial Data Infrastructure (SDI)	Poll, Viva	Flipped Classroom, Power point, Video Clip	10	Reference 1/3/142
	11	2	Stages of Spatial Data handling: Spatial data handling and preparation, Spatial Data Storage and maintenance, Spatial Query and Analysis, Spatial Data Presentation.	Match Card, Poll	Power point, Video Clip	11	Reference 1/3/148
	12	2	Database management Systems: Reasons for using a DBMS, Alternatives for data management, The relational data model, Querying the relational database.	Quiz, Poll, Viva	Flipped Classroom, Power point	12	Reference 1/3/158
5	13	2	GIS and Spatial Databases: Linking GIS and DBMS, Spatial database functionality.	Descriptive Test of 20 Marks - THT	Power point	13	Reference 1/3/179
	14	3	Spatial Referencing and Positioning Spatial Referencing: Reference surfaces for mapping, Coordinate Systems,	Gravity Game on quizlet	Power point, Video Clip	14	Reference 1/4/192
	15	3	Map Projections, Coordinate Transformations	Quiz, Poll, Viva	Power point, Video Clip	15	Reference 1/4/217

6	16	3	Satellite-based Positioning: Absolute positioning, Errors in absolute positioning,	Poll, Viva	Power point, Video Clip	16	Reference 1/4/236
	17	3	Relative positioning, Network positioning	Viva, Poll	Power point, Video Clip	17	Reference 1/4/254
	18	3	Code versus phase measurements, Positioning technology	Quiz, Poll, Viva, THT	Power point	18	Reference 1/4/257
7	19	3	Data Entry and Preparation Spatial Data Input: Direct spatial data capture,	Match Card, Poll	Power point	19	Reference 1/5/272
	20	3	Indirect spatial data capture, Obtaining spatial data elsewhere	Poll	Power point, Video Clip	20	Reference 1/4/274
	21	3	Data Quality: Accuracy and Positioning,	Flash Card, Poll, Viva	Power point, Video Clip	21	Reference 1/4/285
8	22	3	Positional accuracy, Attribute accuracy	Gravity Game on quizlet, Viva	Power point, Video Clip	22	Reference 1/4/287
	23	3	Temporal accuracy, Lineage, Completeness, Logical consistency	Poll, Viva, Gamification using nearpod	Power point, Video Clip	23	Reference 1/4/300
	24	3	Data Preparation: Data checks and repairs,	Poll, Viva	Power point, Video Clip	24	Reference 1/5/305
9	25	3	Combining data from multiple sources Point Data Transformation: Interpolating discrete data,	Poll, Viva, Gamification using spin wheel	Power point, Video Clip, Simulation	25	Reference 1/5/312
	26	3	Interpolating continuous data	Pop Quiz - 20 Marks	Power point,	26	Reference 1/5/325
	27	4	Spatial Data Analysis Classification of analytical GIS Capabilities Retrieval, classification and measurement: Measurement, Spatial selection queries, Classification	Quiz, Poll, Viva	Power point, Video Clip	27	Reference 1/6/342
8	28	4	Overlay functions: Vector overlay operators, Raster overlay operators	Poll, Viva	Power point, Video Clip	28	Reference 1/6/377
	29	4	Neighbourhood functions: Proximity computations, Computation of diffusion	Quiz, Poll	Power point, Video Clip	29	Reference 1/6/395
	30	4	Flow computation, Raster based surface analysis	Quiz, Poll, Drawing maps on paper, Viva	Power point, Video Clip	30	Reference 1/6/403
9	31	4	Analysis: Network analysis, interpolation, terrain modelling	Match Card, Poll	Power point, Simulation	31	Reference 1/6/415
	32	4	GIS and Application models: GPS, Open GIS Standards, GIS Applications and Advances	Quiz, Poll	Power point, Video Clip	32	Reference 1/6/424

	33	4	Error Propagation in spatial data processing: How Errors propagate	Flash Card, Poll, Viva	Power point, Video Clip	33	Reference 1/6/429
10	34	4	Quantifying error propagation	Poster presentation on Map creation – 20 Marks	Power point	34	Reference 1/6/434
	35	5	Data Visualization GIS and Maps, The Visualization Process Visualization Strategies: Present or explore	Quiz, Poll, Viva	Power point, Video Clip, Simulation	35	Reference 1/7/414
	36	5	The cartographic toolbox: What kind of data do I have? How can I map my data?	Quiz, Poll, Viva	Power point, Video Clip	36	Reference 1/7/463
11	37	5	How to map? How to map qualitative data, How to map quantitative data,	Poll, Viva	Power point, Video Clip, Simulation	37	Reference 1/7/466
	38	5	How to map the terrain elevation, How to map time series	Poll, Drawing maps on paper, Viva	Power point, Video Clip	38	Reference 1/7/477
	39	5	Map Cosmetics,	Match Card, Poll	Power point, Video Clip, Simulation	39	Reference 1/7/485
12	40	5	Map Dissemination, Revision	NPTEL Course (Enrollment and All assignment Submission) – 20 Marks	Power point, Video Clip	40	Reference 1/7/487

6.

Rubric for Grading and Marking of Term Work (inform students at the beginning of semester)

Lecture + Practical (% Attendance) & Marks	Assignments	Tutorial	Lab / Practical Performance	Lab Journal Assessment	Class Tests (Other than IA)	Other (1) specify	Other (2) specify	Total
75% Attendance, Active Participation – 10 Marks	1	-	Practical Submission (100 Marks) scaled to 20 Marks, Pract Assessment #1 – 10 Marks, Final Pract Exam (Mini-Project presentation + Viva) – 20 Marks		-	IA 1 (Descriptive) - 20 Marks, IA 2 (MCQ + Viva) – 20 Marks Scaled to 15 Marks	-	75

7. Assignments / Tutorials Details (must attach print out of all questions together with AAP)

Assignment No.	Title of the Assignments / Tutorials	CO Map	Assignments given to Students on	Date of Submission
1	Computer representation of geographic information	1	3 rd week	3 rd week

Analysis of Assignment / Tutorial Questions and Related Resources

Assignment No.	Week No.	Type* (✓)			Module No.	Based on #			Question Type (✓)	
		R	UQ	OBT		Text Book	Reference Book	Other Learning Resource	MU EQ	Thought Provoking
1	3	✓			1		✓		3	1

* Tick (✓) the Type of the Assignment: Regular (R); Unannounced Quiz (UQ) ; Open Book Test for TY/SY/MASTERS (OBT)

Write number for Text book, reference book, other learning resource from this AAP – from Points 4.a to 4.d

8. Internal Assessment / Other Class Test / Open Book Test (OBT)/Take Home Test (THT) Details

Tests	Test Dates	Module No.	CO Map	IA Question Paper Pattern	Policy
1 st IA Test	7 th week	1, 2	1,2	Q1 – 10 Marks Q2 – 10 Marks	No IA Re-test
2 nd IA Test	10 th Week	3, 4	3, 4		IA is a Head of passing *
Pop Quiz	9 th Week	3	3	MS Teams	-
Open Book Test	-	-	-	-	-
Take Home Test	5 th week	2	2	MS Teams	-
Class tests / prelims	-	-	-	-	-
Class tests / prelims					

Any other test/exams					
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* IA failures will have to appear for re-test in next semester

9.a Practical Activities – Regular Experiments

Practical No.	Module No.	Title of the Regular Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1	1	Familiarizing Quantum GIS: Installation of QGIS, datasets for both Vector and Raster data, Maps.	Installation of QGIS	C01	4
2	1	Creating and Managing Vector Data: Adding vector layers, setting properties, formatting, calculating line lengths and statistics	Vector Data	C01	4
3	3	Making a Map, Working with Attributes, Importing Spreadsheets or CSV files Using Plugins, Searching and Downloading	Making a Map with Attributes	C03	4
4	4	Working with attributes, Terrain Data	terrain Data	C04	4
5	4	Georeferencing Topo Sheets and Scanned Maps Georeferencing Aerial Imagery Digitizing Map Data	Georeferencing Topo Sheets	C03	4
6	5	Validating Map data (Excel)	Validating Map	C05	4

9.b Practical Activities – Newly Added Experiments

Practical No.	Module No.	Title of the Newly Added Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1	3	Create a map of your own residential area 1. Add 4 Area (id, name) 2. Add 4 Garden (id, name) 3. Add 2 Highways (id, name) 4. Add 2 railway track (id, name, line) 5. Add 5 Railway stations(id, name, line) 6. Add 5 Restaurants (id, name) [At least 2 inside garden] 7. Add 5 Hospitals 8. Add 10 Building / residential compound / Business Park.	Map Creation	CO3, CO6	4
2	3	Create a map based on following assumptions 1. Add 1 Highways (id= "375")	Map Creation	CO3, CO6	4

		2. Add 6 Farms (id, own_name) (2 farms near Highway) 3. Add 4 narrow Paths between farms (id) 4. Add a main road that passes near farms and touches the highway. 5. Add 2 Farm houses in any two farms (id, frm_id). 6. Add 4 Residential areas. (at-least one near farm and one near main road) 7. Add two Primary Schools 8. Add a Bus stop and an Auto Stand near a main road. 9. Add a Grampanchayat office 10. Add 4 wells (3 in farms and 1 in residential area)			
3	3	Create a Map using above layers Perform the following tasks 1. Add a North Pointer 2. Add Legend and Scale 3. Add a suitable title with proper formatting. 4. Use a symbol indicating Metro station for one of the railway station.	Map Creation	CO3, CO6	4

9.c Practical Activities – PBL Experiments

Practical No.	Module No.	Title of the PBL Experiments	Concepts to be highlighted	CO Map	Audit / Quality (0 to 4)
1	3	Create a map of railway route of Kandivali to Virar including the buildings adjacent to rails. Use google maps to find the layers. There should be minimum five layers. Create dataset for any two layers of the above.	Map creation and Analysis	CO3, CO4	4

10. Beyond Syllabus Activities for Gap Mitigation

No.	Type of the Activity	Activities	Details – no of attendees, guest, feedback, mark sheet, report
1	Interaction with Outside World	Guest Lecture / Workshops	-
2		Industrial Visit	-
3	Test and Assessments	Class Tests – (other than IA)	-
4		Mini Projects	Yes
5		Pop Quiz	Yes
6		Mobile App Based Quiz	
7		Open Book Test	-
8		Take Home Test	Yes
9		Poster Presentation	Yes

10	Collaborative and Group Activity	Minute Papers	-
11		Students Seminar	-
12		Students Debates	-
13		Panel Discussion / Mock GD	-
14		Mock Interview	-
15	Co-curricular Courses	MOOC-NPTEL/Coursera Videos	NPTEL – 12 Weeks
16		Value Added Courses	-
17		Lecture Capture Usage	Yes

*** Do not delete any activity. Give details for planned events. Write 'NA' for activity Not Planned.**

Consolidated Academic Administration Plan Prepared by (mention all theory teaching faculty names with signature)

Ms. Ujwala Sav

(Sign.)

Ms. Pushpa Mahapatro

(Sign.)

VSIT Cluster Mentor Name (Sign.)

Head of Dept. (Sign.)

Version 2020-21

The academic resources available in VSIT –

VMIS (ERP)	V-Refer and V-Live	VSIT Library	VAC & MOOC Courses
Institute & Department Vision and Mission	Former IA question papers and solutions (prepared by faculty)	Former IA question papers solutions - hardcopy	Value Added Courses (VAC) are conducted throughout the semester & in the semester break - Enrol for the VACs
Program Educational Objectives (PEO)	MU end semester examination question papers and solutions (prepared by faculty)	MU end semester exam question paper & solutions - by faculty, hardcopy	
Program Specific Outcome (PSO)	Class notes and Digital Content for the subject (scanned / typed by faculty)	All text-books, reference books, e -books mentioned in the syllabus & AAP	Online courses from NPTEL, Coursera etc. are pursued throughout the semester - Register for the course & get certified
Program Outcome (PO)	Comprehensive question bank, EQ, GQ, PPT, Class Test papers	Technical journals and magazines for reference	Watch former lectures captured in LMS at VSIT
Departmental Knowledge Map	Academic Administration Plan & Beyond Syllabus Activity report	VSIT library is member of IIT Bombay Library	

1.a Course Objectives (write in detail – follow NBA guideline in this regard)

Cognitive	What do you want students to know?	Gain knowledge about the basics of service management and understand the processes involved in service management.
Affective	What do you want students to think / care about?	How service management can be applied in various types of businesses to meet the requirements and perform business activities
Behavioural	What do you want students to be able to do?	Implement various ideas of how I.T. infrastructure can be setup using I.T. service management

1.b Course Outcome (CO) Statements and Module-Wise Mapping (follow NBA guideline)

CO No.	Statements	Related Module/s
CO1	To learn the basics of ITSM, Life Cycle of ITSM and principles of Service Strategy	Unit 1
CO2	To understand fundamentals of service design, principles, processes and challenges faced during service design	Unit 2
CO3	Understand fundamentals of service transition, principles, processes and challenges faced during service transition	Unit 3
CO4	To learn fundamentals of service operations, principles, processes and challenges faced during service operation	Unit 4
CO5	To understand principles, process of Continual Service Improvement and implementation of Continual Service Improvement	Unit 5

1.c Mapping of COs with POs (mark S: Strong, M: Moderate, W: Weak, Dash ‘-’: not mapped)

	PO 1	PO 2	PO 3	PO 4	PO 5	PO 6	PO 7	PO 8	PO 9	PO 10	PO 11	PO 12
CO 1												
CO 2												
CO 3												

CO 4												
CO 5												

1.d Mapping of COs with PSOs (mark S: Strong, M: Moderate, W: Weak, Dash '-':not mapped)

	PSO 1	PSO 2	PSO 3	PSO 4
CO 1				
CO 2				
CO 3				
CO 4				
CO 5				

1.e Teaching and Examination Scheme (As specified by the University) for the Course

Categories	Mathematics	Computing / IT / Electronics	Humanities & Soft Skill	Social Sciences	Commerce	Management	Multidisciplinary
Tick suitable category		✓					

Subject Code	Subject Name	Teaching Scheme			Credits Assigned			
		Theory	Practical	Tutorial	Theory	TW/Practical	Tutorial	Total
USIT606	I.T. Service Management	75			2			2

Subject Code	Subject Name	Examination Scheme								
		Theory Marks IA Test				End Sem. Exam Marks	TW	Practical	Oral	Total
		IA 1	IA 2	Sum of IA1 and IA2	Active Participation					
USIT606	I.T. Service Management	7.5	7.5	15	10	75	25	50		100

1.f Faculty-Wise Distribution of all Lecture-Practical-Tutorial Hours for the Course

Divisions	Lecture (Hrs.)	Practical (Hrs.)				Tutorial (Hrs.)			
		Batch 1	Batch 2	Batch 3	Batch 4	Batch 1	Batch 2	Batch 3	Batch 4
Div 1	3	1.5	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.
Div 2	3	1.5	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.
Div 3	3	1.5	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.

1.g Office Hours (Faculty will be available in office in this duration for solving students' query)

Division	Day	Time (at least 1 Hr. / Division)	Venue (Office Room No.)
Div 1		03:00 p.m. to 04:00 p.m.	MS Teams

Div 2		03:00 p.m. to 04:00 p.m.	MS Teams
Div 3		03:00 p.m. to 04:00 p.m.	MS Teams

2.a Syllabus: Module Wise Teaching Hours and % Weightage in University Question Paper

Module No.	Module Title and Brief Details	Teaching Hrs. for each module	% Weightage in University Question Papers
1	IT Service Management, Service Strategy	08 L x 60 min = 08 hours	20
2	Service Design Principles, Service Design Processes	08 L x 60 min = 08 hours	20
3	Service Transition, Service Transition Principles, Service Transition Processes	08 L x 60 min = 08 hours	20
4	Service Operation, Service Operation Principles, Service Operation Processes	08 L x 60 min = 08 hours	20
5	Continual Service Improvement (CSI) Principles, CSI Process, Implementing CSI	08 L x 60 min = 08 hours	20
Total		40 hours	100%

2.b Prerequisite Courses

No.	Semester	Name of the Course	Topic/s
1	B.Sc. I.T. Sem IV	Software Engineering	SDLC, Change Management
2	B.Sc. I.T. Sem V	Software Project Management	Change Management

2.c Relevance to Future Courses

No.	Semester	Name of the Course
1		

2.d Real Life Application Mapping – Mention Application from Very Common Day to Day Life

No.	Real Life Application Mapping with the Course
1	Railway Kiosk
2	Airport Kiosk
3	Service Desk
4	Help Desk
5	Contact Centre / Service Centre

3. Past Results – Division-Wise and Topic-Wise Result Based Analysis - N/A

Details	Target - Apr 2021	Apr 2020	Apr 2019	Apr 2018
Course Passing % – Average of 5 Divisions	100	100	95.76	N.A.
Marks Obtained by Course Topper (mark/75)	75	75	66	N.A.

Year	Division A		Division B		Division C		Division D/E	
	Initials of Teacher	% Result	Initials of Teacher	% Result	Initials of Teacher	% Result	Initials of Teacher	% Result
Apr 2020	N.A.	N.A.	BS	100	SC	100	BS	100
Apr 2019	BS	100	SC	94.64	BS	94.44	SC	96.30
Apr 2018	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.

Topics which affect results negatively	Module Number	Recommendations to overcome these issues & improve result in future
Tools to support CSI	V	Demonstrate the tools used to support CSI activities

4 All the Learning Resources – Books and E-Resources

4.a List of Text Books (T – Symbol for Text Books) to be Referred by Students

Sr. No	Text-Book Titles	Author/s	Publisher	Edition	Module Nos.
1	ITIL v3 Foundation Complete Certification Kit				1, 2, 3, 4, 5

4.b List of Reference Books (R – Symbol for Reference Books) to be Referred by Students

Sr. No	Reference Book Titles	Author/s	Publisher	Edition	Module Nos.
1	ITIL v3 Service Strategy		OGC/TSO		1
2	ITIL v3 Service Transition		OGC/TSO		3
3	ITIL v3 Service Operation		OGC/TSO		4
4	ITIL Continual Service Improvement		TSO		5

4.c List of E - Books (E – Symbol for E-Books) to be Referred by Students

Sr. No	E- Book Titles	Author/s	Publisher	Edition	Module Nos.
1	ITIL v3 Foundation Complete Certification Kit				1, 2, 3, 4, 5
2	ITIL v3 Service Strategy		OGC/TSO		1
3	ITIL v3 Service Transition		OGC/TSO		3
4	ITIL v3 Service Operation		OGC/TSO		4
5	ITIL Continual Service Improvement		TSO		5

4.d

Web Links and Names of Magazines, Journals, E-journals – [VSIT is member of IIT Bombay Library]

Refer online journals subscribed in VSIT library. You can also access IIT Bombay online library for journals from IITB campus.

Sr. No.	Web-Links and Names of Journals and E-Journals Recommended to Students for this Course	Web-Links and Names of Magazines Recommended to Students for this Course	Module Nos.
1	https://www.sciencedirect.com/science/article/pii/S0268401213000078 - Implementing IT Service Management: A systematic literature review	https://www.cio.com/article/3228122/what-is-itsm-managing-it-to-serve-business-needs.html - What is ITSM?	1
2	https://www.sciencedirect.com/science/article/abs/pii/S0920548914000786 - Integrating IT service management requirements into the organizational management system	https://fedtechmagazine.com/article/2011/02/itil-ideal - The ITIL Ideal	2
3	https://www.sciencedirect.com/science/article/pii/S0167923614001766 - Decision-making in IT service management: a simulation based approach	https://www.atlassian.com/itsm/service-request-management/help-desk-vs-service-desk-vs-itsm - Service Desk v/s Help Desk	4

4.e

Module Best Available in - Tick the best resource [from 4.a to 4.d in this AAP] & give details

Module No.	Category (Please Tick Mark) - √						Available In VSIT Library?		Details of the Resource (i.e. Name, Chapter & Page No., etc.)
	Book			Magazine	Journals		Y	N	
	Text	Reference	E-Book		Regular	E-Journal			
1	√	√	√	√		√		ITIL v3 Foundation Complete Certification Kit ITIL v3 Service Strategy Magazine – What is ITSM? Journal - Implementing IT Service Management: A systematic literature review	
2	√		√			√		ITIL v3 Foundation Complete Certification Kit Magazine - The ITIL Ideal Journal - Integrating IT service management requirements into the organizational management system	
3	√	√	√	√		√		ITIL v3 Foundation Complete Certification Kit ITIL v3 Service Transition	
4	√	√	√			√		ITIL v3 Foundation Complete Certification Kit ITIL v3 Service Operation Magazine - The Smart Service Desk Journal - Decision-making in IT service management: a simulation-based approach	
5	√	√	√	√		√		ITIL v3 Foundation Complete Certification Kit ITIL Continual Service Improvement	

4.f

Web Links for Online Notes/YouTube/VSIT Digital Content/VIT Lecture Capture/NPTEL Videos

Students can view lectures by VSIT professors, captured through LMS 'Lecture Capture' in VSIT campus for previous years.

No.	Websites / Links	Module Nos.
1	Introduction to Service Management (ITIL Training Video) https://www.youtube.com/watch?v=kOwVBm0wv9o	1
2	ITIL, ITSM (Playlist having 39 videos) https://www.youtube.com/watch?v=tQgXWsrtekk&list=PLQHSFjo7oXTVeF5wK1MFwGpcD11bAh7Ru	1-5
3	ITIL Foundation Tutorial https://www.youtube.com/watch?v=HEW74OeZaew	1
4	ITIL Service Design (Playlist having 16 videos) https://www.youtube.com/watch?v=Tbw5z5c-WdA&list=PLP8nt959Gr8Mo0TiKiVFFzknWFe1xxhSO	2
5	ITIL Service Transition (Playlist having 3 videos) https://www.youtube.com/watch?v=Ajl-WaOCoi4&list=PLuV0DHP-AL4H2ldy_09OsA4GNMOo_BP3I	3
6	ITIL Service Operation (Playlist having 9 videos) https://www.youtube.com/watch?v=9Ci0wOafaCM&list=PLuV0DHP-AL4FOFOZAluzMw7f1KYURmE_U	4
7	ITIL Continual Service Improvement (Playlist having 4 videos) https://www.youtube.com/watch?v=NgxqkOe9gE8&list=PLuV0DHP-AL4GX5MyjULgo29VkhUe-AeEg	5
8	ITIL Qualification https://www.youtube.com/watch?v=M2XifRJ43Aw	1
9	ITIL Foundation Exam Books https://www.youtube.com/watch?v=zp14s7RrrHw	1-5
10	ITIL Foundation Training https://www.youtube.com/watch?v=g_dVms32mCE&list=PLuV0DHP-AL4G82dDZECHNVanWIAxMAORk	1-5

4.g Recommended MOOC Courses like Coursera / NPTEL / MIT-OCW / edX etc.

Sr. No.	MOOC Course Link	Course conducted by – Person / University / Institute / Industry	Course Duration	Certificate (Y / N)
1	ITIL Foundation Course https://www.udemy.com/course/service-management-til-4/	Udemy – Jason Dion	2 hours	Y
2	ITIL 4 Foundation https://www.udemy.com/course/til4-foundation/	Udemy – Jason Dion	6 hours	Y
3	ITIL Foundation Course https://www.cybrary.it/course/til/	Cybrary – Daniel Reilly	4 hours	Y
4	ITIL 4 Foundation https://simplilearn.com/it-service-management/til-foundation-training/	Simplilearn	16 hours	Y

4.h Recommended Value-Added Courses (VAC) – N.A.

Sr. No.	Name of the Value-Added Course	Conducted by – Person / Institute / Industry	Course Duration	Certificate (Y / N)
-	-	-	-	-

4.i Study Material Distributed among Students

Tick if distributed among students					
GQ	Notes	Digital Content	PPT	EQ (updated till the Last Exam)	Other (Write Details)
✓	✓	✓	✓	✓	Videos

5.

Consolidated Course Lesson Plan

	From (date/month/year)	From (date/month/year)	Total Number of Weeks
Semester Duration	11/01/2021	30/04/2019	15

Week	Lecture no.	Module No.	Lecture Topics / IA 1 and IA 2 / BSA planned to be covered	Activities to be conducted (Quiz, Poll, Viva, Student Presentation, THT, any other)	Teaching Methodology (Power point, Video Clip, Simulation, Flipped Classroom, Group Discussion, any other)	Recommended Prior Viewing / Reading	
						Lecture No. (on LMS)	Chapter No. / Page Nos./ Books/ Web Site
1	1	1	ITSM Subject Induction and Syllabus Introduction, The service Life Cycle	Poll	PPT		ITIL v3 Service Strategy Chapter 1, Page 5
	2	1	What is service management? What are services? Business Process, Principles of Service management: Specialisation and Coordination, The agency principle, Encapsulation, Principles of systems	Ice-break, viva	PPT, Video Clip		ITIL v3 Service Strategy Chapter 2, Page 15
	3	1	Service Strategy Principles: Value creation, Service Assets	Flashcard Quiz, Viva	PPT, Video Clip		ITIL v3 Service Strategy Chapter 3, Page 31
2	4	1	Service Provider Service Structures, Service Strategy Fundamentals	Poll, Viva	PPT, Video Clip		ITIL v3 Service Strategy Chapter 3 Page 41
	5	1	Service Strategy: Define the market, Develop the offerings,	Poll, CR	PPT, Video Clip		ITIL v3 Service Strategy Chapter 4, Page 65
	6	1	Develop Strategic Assets, Prepare for execution	Quiz, Viva	PPT, Video Clip		ITIL v3 Service Strategy Chapter 4, Page 78
3	7	1	Challenges, Critical Success factors and risks: Complexity, Coordination and Control, Preserving value	Quiz, doodling	PPT, Video Clip		ITIL v3 Service Strategy Chapter 9, Page 193
	8	1	Effectiveness in measurement, Risk	Assignment 1 on module 1	PPT		ITIL v3 Service Strategy Chapter 9, Page 197
	9	2	Service Design: Fundamentals, Service Design Principles: Goals, Balanced Design	Poll, CR	PPT, Video Clip		ITIL v3 Service Design Chapter 2, Page 13
4	10	2	Identifying Service requirements, Identifying and documenting business requirements and drivers	Quiz using teams, Viva	PPT, Video Clip		ITIL v3 Service Design Chapter 3, Page 27
	11	2	Design activities, Design aspects, Subsequent design activities, Design constraints	Quiz, Poll	PPT, Video Clip		ITIL v3 Service Design Chapter 3 Page 29
	12	2	Service oriented architecture, Business Service Management, Service Design Models	Poll, viva	PPT, Video Clip		ITIL v3 Service Design Chapter 3, Page 48
5	13	2	Service Design Processes: Service Catalogue Management, Service Level Management	Quiz, Mind map	PPT, Video Clip		ITIL v3 Service Design Chapter 4, Page 59

	14	2	Capacity Management, Availability Management	Case study, Poll	PPT, Video Clip		ITIL v3 Service Design Chapter 4, Page 79
	15	2	IT Service Continuity Management, Information Security Management, Supplier Management	Quiz, doodling	PPT, Video Clip		ITIL v3 Service Design Chapter 4, Page 125
6	16	2	Challenges, Critical Success factors and risks: Challenges, Risks, Viva/ Students' Activity on module 2	Mind map on Module 2	PPT		ITIL v3 Service Design Chapter 9, Page 219
	17	3	Service Transition: Fundamentals, Service Transition Principles: Principles Supporting Service Transition, Policies for Service Transition	Poll, doodling	PPT, Video Clip		ITIL v3 Service Transition Chapter 2, Page 16
	18	3	Service Transition Processes: Transition planning and support	Quiz on teams, Viva	PPT, Video Clip		ITIL v3 Service Transition Chapter 4, Page 35
7	19	3	Change Management	Student PPT, Viva	PPT, Video Clip		ITIL v3 Service Transition Chapter 4, Page 42
	20	3	Service Asset Configuration Management	Quiz on Quizlet	PPT, Video Clip		ITIL v3 Service Transition Chapter 4, Page 65
	21	3	Service and Deployment Management	Poll, Viva	PPT, Video Clip		ITIL v3 Service Transition Chapter 4, Page 84
8	22	3	Service Validation and Testing	Minute Paper	Flipped Classroom		ITIL v3 Service Transition Chapter 4, Page 115
	23	3	Evaluation, Knowledge Management	Student PPT, Poll	PPT, Video Clip		ITIL v3 Service Transition Chapter 4, Page 138
	24	3	Challenges, Critical Success factors and risks: Challenges, Critical Success factors, Risks, Service Transition under difficult Conditions, Viva/ Students' Activity on module 3	Pop Quiz on module 3	PPT		ITIL v3 Service Transition Chapter 9, Page 205
9	25	4	Service Operation: Fundamentals, Service Operation Principles: Functions, groups, Teams, departments and division	Quiz, CR	PPT, Video Clip		ITIL v3 Service Operation Chapter 2, Page 13
	26	4	Achieving balance in service operations, Providing service	Student PPT, Poll	PPT, Video Clip		ITIL v3 Service Operation Chapter 3, Page 20
	27	4	Operation staff involvement in service design and service transition, Operational Health, Communication, Documentation	Quiz, PBL	PPT, Video Clip		ITIL v3 Service Operation Chapter 3, Page 28
10	28	4	Service Operation Processes: Event Management	Case Study, Poll	PPT, Video Clip		ITIL v3 Service Operation Chapter 4, Page 35
	29	4	Incident Management, Problem Management	Quiz, PBL	PPT, Video Clip		ITIL v3 Service Operation Chapter 4, Page 46
	30	4	Request fulfilment, Access Management	Minute Paper, Viva	PPT, Video Clip		ITIL v3 Service Operation Chapter 4, Page 56

11	31	4	Operational activities of processes covered in other lifecycle phases	Poll	PPT, Video Clip		ITIL v3 Service Operation Chapter 4, Page 72
	32	4	Challenges, Critical Success factors and risks: Challenges, Critical Success factors, Risks, Viva/Students' Activity on module 4	THT Activity on module 4	PPT		ITIL v3 Service Operation Chapter 9, Page 171
	33	5	Continual Service Improvement (CSI) Principles: CSI Approach, CSI and organizational change, Ownership, CSI register	Quiz, Viva	PPT, Video Clip		ITIL v3 Continual Service Improvement Chapter 3, Page 27
12	34	5	External and Internal drivers, Service level management, Knowledge management	Student PPT, Poll	PPT, Video Clip		ITIL v3 Continual Service Improvement Chapter 3, Page 28
	35	5	The Deming cycle, Service Measurement, IT governance, CSI Process: The seven-step improvement process	Quiz, Poll	PPT, Video Clip		ITIL v3 Continual Service Improvement Chapter 3, Page 29
	36	5	CSI Methods and Techniques: Methods and techniques, Assessments, benchmarking, Service Measurement, Metrics, Return on Investment	Quiz, Interview	PPT, Video Clip		ITIL v3 Continual Service Improvement Chapter 5, Page 95
13	37	5	Service reporting, CSI and other service management processes, Organising for CSI: Organisational development, Functions, roles	Quiz, Viva	PPT, Video Clip		ITIL v3 Continual Service Improvement Chapter 4, Page 65
	38	5	Customer Engagement, Responsibility model - RACI, Competence and training	Poll, Viva	PPT, Video Clip		ITIL v3 Continual Service Improvement Chapter 6, Page 129
	39	5	Technology considerations: Tools to support CSI activities, Implementing CSI: Critical Considerations for implementing CSI, The start	Poll, Mind map	PPT, Video Clip		ITIL v3 Continual Service Improvement Chapter 7, Page 145
14	40	5	Governance, CSI and organisational change, Communication Strategy and Plan, Viva/Students' Activity on module 5	Mobile App Based Quiz on module 5	PPT		ITIL v3 Continual Service Improvement Chapter 8, Page 156

6. Rubric for Grading and Marking of Term Work (inform students at the beginning of semester)

Lecture + Practical (% Attendance) & Marks	Assignments	Tutorial	Lab / Practical Performance	Lab Journal Assessment	Class Tests (Other than IA)	Other (1) Specify	Other (2) specify	Total
75% Attendance, Active Participation – 10 Marks	1	-	Practical Submission (100 Marks) scaled to 20 Marks Pract Assessment #1 – 10 Marks Final Pract Exam (Mini-Project presentation + Viva) – 20 Marks		-	IA 1 (Descriptive) – 20 Marks, IA 2 (MCQ + Viva) – 20 Marks Scaled to 15 Marks	-	75

7. Assignments / Tutorials Details (must attach print out of all questions together with AAP)

Assignment No.	Title of the Assignments / Tutorials	CO Map	Assignments given to Students on	Date of Submission
1	Service Strategy & Service Design	CO 1	3 rd week	3 rd week

Analysis of Assignment / Tutorial Questions and Related Resources

Assignment No.	Week No.	Type* (√)			Module No.	Based on #			Question Type (√)	
		R	UQ	OBT		Text Book	Reference Book	Other Learning Resource	MU EQ	Thought Provoking
1	6	√			1	1	1	1	4	1

* Tick (√) the Type of the Assignment: Regular (R); Unannounced Quiz (UQ); Open Book Test for TY/SY/MASTERS (OBT)

Write number for Text book, reference book, other learning resource from this AAP – from Points 4.a to 4.d

8. Internal Assessment / Other Class Test / Open Book Test (OBT)/Take Home Test (THT) Details

Tests	Test Dates	Module No.	CO Map	IA Question Paper Pattern	Policy
1 st IA Test	6 th week	1 & 2	CO 1, 2	Q1 – 05 Marks (module 1 & 2) Q2 – 05 Marks (module 1 & 2) Q3 – 10 Marks (module 1 & 2)	No IA Re-test
2 nd IA Test	12 th week	3 & 4	CO 3, 4	20 MCQ's – 01 marks each	IA is a Head of passing *
Pop Quiz	8 th week	3	CO 3	20 MCQ's – 01 marks each	
Open Book Test	-	-	-	-	-
Take Home Test	11 th week	4	CO 4	25 MCQ's – 01 marks each	-
Mobile Based App Quiz	4 th week	1	CO 1	10 MCQ's – 01 marks each	
Any other test/exams					

* IA failures will have to appear for re-test in next semester

9.a Practical Activities – Regular Experiments

Practical No.	Module No.	Title of the Regular Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1		Introduction to Android, Introduction to Android Studio IDE, Application Fundamentals	Creating a Project, Android Components, Activities, Services, Content Providers, Broadcast Receivers, Interface overview,		4

			Creating Android Virtual device, USB debugging mode, Android Application Overview.		
2		Programs related to different Layouts	Coordinate, Linear, Relative, Table, Absolute, Frame, List View, Grid View		4
3		Programming UI elements	AppBar, Fragments, UI Components		4
4		Programs on Intents, Events, Listeners and Adapters	The Android Intent Class, Using Events and Event Listeners		4
5		Programs on Services, notification and broadcast receivers	Understand how services are created and broadcast messages are sent		4

9.b Practical Activities – Newly Added Experiments

Practical No.	Module No.	Title of the Newly Added Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1		ITSM Case Study 1	Service Strategy		
2		ITSM Case Study 2	Service Design		
3		ITSM Case Study 3	Service Transition & Operation		

9.c Practical Activities – PBL Experiments

Practical No.	Module No.	Title of the PBL Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1		Database Programming with SQLite	Create database, insert and fetch records		4
2		Programming Media API and Telephone API	Learn to control playback of audio/video files and phone telephony feature		4

10. Beyond Syllabus Activities for Gap Mitigation

No.	Type of the Activity	Activities	Details – no of attendees, guest, feedback, mark sheet, report
1	Interaction with Outside World	Guest Lecture / Workshops	√ (Consultant or CA with experience in ISO or risk assessment auditing)
2		Industrial Visit	-
3	Test and Assessments	Class Tests – (other than IA)	-
4		Mini Projects	√
5		Pop Quiz	√
6		Mobile App Based Quiz	√
7		Open Book Test	-
8		Take Home Test	√

9	Collaborative and Group Activity	Poster Presentation	-
10		Minute Papers	√
11		Students Seminar	-
12		Students Debates	-
13		Panel Discussion / Mock GD	-
14		Mock Interview	-
15	Co-curricular Courses	MOOC-NPTEL/Coursera Videos	-
16		Value Added Courses	-
17		Lecture Capture Usage	√

*** Do not delete any activity. Give details for planned events. Write 'NA' for activity Not Planned.**

Consolidated Academic Administration Plan Prepared by (mention all theory teaching faculty names with signature)

Faculty 1 Name (Sign.)

Ms. Mithila Chavan

Faculty 2 Name (Sign.)

Mr. Bhavesh Shah

External Industry Mentor (Sign.)

External Academic Mentor (Sign.)

VSIT Cluster Mentor Name (Sign.)

Head of Dept. (Sign.)

Version 2020-2021

The academic resources available in VSIT –

VMIS (ERP)	V-Refer and V-Live	VSIT Library	VAC & MOOC Courses
Institute & Department Vision and Mission	Former IA question papers and solutions (prepared by faculty)	Former IA question papers solutions - hardcopy	Value Added Courses (VAC) are conducted throughout the semester & in the semester break - Enrol for the VACs
Program Educational Objectives (PEO)	MU end semester examination question papers and solutions (prepared by faculty)	MU end semester exam question paper & solutions - by faculty, hardcopy	
Program Specific Outcome (PSO)	Class notes and Digital Content for the subject (scanned / typed by faculty)	All text books, reference books, e - books mentioned in the syllabus & AAP	Online courses from NPTEL, Coursera etc. are pursued throughout the semester - Register for the course & get certified
Program Outcome (PO)	Comprehensive question bank, EQ, GQ, PPT, Class Test papers	Technical journals and magazines for reference	
Departmental Knowledge Map	Academic Administration Plan & Beyond Syllabus Activity report	VSIT library is member of IIT Bombay Library	Watch former lectures captured in LMS at VSIT

1.a Course Objectives (write in detail – follow NBA guideline in this regard)

Cognitive	What do you want students to know?	To make students aware about the responsibilities, structure and functioning of responsibilities of an organization.
Affective	What do you want students to think / care about?	Students' will be able to understand & have knowledge about the about News Media & management of its houses

Behavioural	What do you want students to be able to do?	Students will have gained a perspective on the evolution of media in the last 25 years and on key current trends
-------------	---	--

1.b Course Outcome (CO) Statements and Module-Wise Mapping (follow NBA guideline)

CO No.	Statements	Related Module/s
CO1	To make students aware about the responsibilities, structure and functioning of responsibilities of an organization.	Unit 1
CO2	Students will be able to analyze individual media businesses and understand the Economic drivers of the media economy	Unit 2
CO3	Students will have developed hands-on experience as content marketers using journalistic and digital techniques	Unit 3
CO4	Students will have gained a perspective on the evolution of media in the last 25 years and on key current trends	Unit 4

S

1.c Mapping of COs with POs (mark S: Strong, M: Moderate, W: Weak, Dash ‘-’: not mapped)

	PO 1	PO 2	PO 3	PO 4	PO 5	PO 6	PO 7	PO 8	PO 9	PO 10	PO 11	PO 12
CO 1												
CO 2												
CO 3												
CO 4												
CO 5												

1.d

Mapping of COs with PSOs (mark S: Strong, M: Moderate, W: Weak, Dash ‘-’:not mapped)

	PSO 1	PSO 2	PSO 3	PSO 4
CO 1				
CO 2				
CO 3				
CO 4				
CO 5				

1.e

Teaching and Examination Scheme (As specified by the University) for the Course

Categories	Mathematics	Computing / IT / Electronics	Humanities & Soft Skill	Social Sciences	Commerce	Management	Multidisciplinary
Tick suitable category						✓	

Subject Code	Subject Name	Teaching Scheme			Credits Assigned			
		Theory	Practical	Tutorial	Theory	TW/Practical	Tutorial	Total
	News Media Management	75			3			3

	Subject Name	Examination Scheme					
		Theory Marks	IA Test		TW	Practical	Oral

Subject Code		IA 1	IA 2	Sum of IA1 and IA2	End Sem. Exam Marks				
	News Media Management	20	05	25	75				100

1.f Faculty-Wise Distribution of all Lecture-Practical-Tutorial Hours for the Course

Divisions	Lecture (Hrs.)	Practical (Hrs.)				Tutorial (Hrs.)			
		Batch 1	Batch 2	Batch 3	Batch 4	Batch 1	Batch 2	Batch 3	Batch 4
(TYBMM)	50	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.

1.g Office Hours (Faculty will be available in office in this duration for solving students' query)

Division	Day	Time (at least 1 Hr. / Division)	Venue (Office Room No.)
B	Wednesday	11:00am - 12:00noon	Staff room well

2.a Syllabus: Module Wise Teaching Hours and % Weightage in University Question Paper

Module No.	Module Title and Brief Details	Teaching Hrs. for each module	% Weightage in University Question Papers
1	Introduction to News Media Management	10	25%
2	Organizational Structure	10	25%

3	Resource and supply chain, and marketing techniques	10	25%
4	Disruptive Technology and Media Business Models & Case Studies	10	25%
* Insert rows for more modules in the Course Total		40	100

2.b Prerequisite Courses

No.	Semester	Name of the Course	Topic/s
1.	1	Principles of Management	All
2			
3			

2.c Relevance to Future Courses

No.	Semester	Name of the Course
1.		
2.		
3.		
4.		

2.d Real Life Application Mapping – Mention Application from Very Common Day to Day Life

No.	Real Life Application Mapping with the Course
1	They will be able to use Marketing techniques & managing resources in the media company.
2	
3	
4	

3. Past Results – Division-Wise and Topic-Wise Result Based Analysis

Details	Target - Nov 2018	Nov 2017	Nov2016	Mar 2015
Course Passing % – Average of 3 Divisions	100%	NA		
Marks Obtained by Course Topper (mark/100)	NA	NA		

Year	Division A		Division B		Division C	
	Initials of Teacher	% Result	Initials of Teacher	% Result	Initials of Teacher	% Result
Nov 2017	THE SUBJECT INTRODUCED FOR THE FIRST TIME (FIRST TYBMM CLASS)					
Nov 2016						
Mar 2015						

Topics which affect results negatively	Module Number	Recommendations to overcome these issues & improve result in future
NA	-	-
NA	-	--

4 All the Learning Resources – Books and E-Resources

4.a List of Text Books (T – Symbol for Text Books) to be Referred by Students

Sr. No	Text Book Titles	Author/s	Publisher	Edition	Module Nos.
1					
2					
3					
4					

5					
---	--	--	--	--	--

4.b
List of Reference Books (R – Symbol for Reference Books) to be Referred by Students

Sr. No	Reference Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Media Monopoly	Ben Badgikian			
2	India's Communication Revolution from Bullock Carts to Cyber Carts	Arvind Singhal, Everett M Rogers			
3	Advertising and Integrated Marketing Communications	Kruti Shah			
4	Digital Branding: A Complete Step-by-Step Guide to Strategy, Tactics and Measurement	Daniel Rowle			
5.	Disruptive Innovation: Strategies for Enterprise Growth	Jayanta Bhattacharya			
6.	Understanding Company	Law Alstair Hudson			
7.	Newspaper organization and Management	Rucket and Williams			

4.c List of E - Books (E – Symbol for E-Books) to be Referred by Students

Sr. No	E- Book Titles	Author/s	Publisher	Edition	Module Nos.
1		M Khan			
2					

4.d Web Links and Names of Magazines, Journals, E-journals – [VIT is member of IIT Bombay Library]

Refer online journals subscribed in VIT library. You can also access IIT Bombay online library for journals from IITB campus.

Sr. No.	Web-Links and Names of Journals and E-Journals Recommended to Students for this Course	Web-Links and Names of Magazines Recommended to Students for this Course	Module Nos.
1			
2			

4.e Module Best Available in - Tick the best resource [from 4.a to 4.d in this AAP] & give details

Module No.	Category (Please Tick Mark) - √						Available In VSIT Library?		Details of the Resource (i.e. Name, Chapter & Page No., etc.)
	Book			Maga- zine	Journals		Y	N	
	Text	Reference	E- Book		Regular	E- Journal			
1	✓	✓	✓				Y		Unit 1-4
2	✓	✓	✓				Y		Unit 1-4
3	✓	✓	✓				Y		Unit 1-4
4	✓	✓	✓				Y		Unit 1-4

4.f Web Links for Online Notes/YouTube/VSIT Digital Content/VIT Lecture Capture/NPTEL Videos

Students can view lectures by VSIT professors, captured through LMS ‘Lecture Capture’ in VIT campus for previous years.

No.	Websites / Links	Module Nos.
1	Digital Content (live.vsit.edu.in)	1-4
2		1-2
3		3-4
4		
5		

4.g Recommended MOOC Courses like Coursera / NPTEL / MIT-OCW / edX etc.

Sr. No.	MOOC Course Link	Course conducted by – Person / University / Institute / Industry	Course Duration	Certificate (Y / N)
1				
2				

4.h Recommended Value Added Courses (VAC)

Sr. No.	Name of the Value Added Course	Conducted by – Person / Institute / Industry	Course Duration	Certificate (Y / N)
1				

4.i Study Material Distributed among Students

Tick if distributed among students					
GQ	Notes	Digital Content	PPT	EQ (updated till the Last Exam)	Other (Write Details)
✓	✓	✓	✓	✓	

5. Consolidated Course Lesson Plan

	From (date/month/year)	To (date/month/year)	Total Number of Weeks
Semester Duration	14/06/2020	15/11/2020	15

Week	Lecture no.	Module No.	Lecture Topics / IA 1 and IA 2 / BSA planned to be covered	Actual date of Completion	COs	Recommended Prior Viewing / Reading	
						Lecture No. (on LMS)	Chapter No. / Page Nos./ Books/ Web Site
	1	1	Truth, Ideology and News work				
	2	1	Broadcast Media Overview and				
	3	1	Contemporary Elements,				
	4	1	Proprietary concerns				

	5	1	Hierarchy Decision making				
	6	1	Dimensions and Image of Print Media:				
	7	1	Print Publishing Overview				
	8	1	Types of ownership				
3	9	1	Inter-relationship between departments,				
	10	1	Specialized training for skilled workers.				
	11	2	Costing classification and allocation				
	12	2	Nature of cost				
4	13	2	Factors affecting cost				
	14	2	Fixed and variable costs				
	15	2	Foreign Direct Investment				
	16	2	Cross Media Ownership				
5	17	2	Commercialization of Media				
	18	2	Press and Registration of Books Act				
	19	2	Relevant aspects of Company Law				
	20	2	Relevant aspects of Company Law				

6	21	3	Newsprint • Technology • Production process				
	22	3	Advertising revenue building and maintenance				
	23	3	Circulation revenue & Ways to cut cost and boost revenue				
	24	3	Brand building • Public Relations				
7	25	3	Newspaper's relation to its community ii. Understanding the target audience				
	26	3	Building goodwill , Promoting the newspaper's / site's services				
	27	3	Sales promotional activities.				
	28	3	Sales forecasting and planning				
8	29	3	Advertising the newspaper / website channel				
	30	3	Becoming a digital media brand				
	31	4	Role of research and readership surveys				
	32	4	The role of advertising				
9	33	4	From Web 1.0 to 2.0				
	34	4	Yahoo, Craigslist, Google,				
	35	4	Facebook, Twitter,				
	36	4	Whats App, Pinterest				

10	37	4	Case studies – Eenadu and Network 18				
	38	4	Expansion of Sky Network [Star Network in India]				
	39	4	Relevance of TAM Ratings in News Channels along with IRS Studies				
	40	4	Relevance of TAM Ratings in News Channels along with IRS Studies				

4

46. Rubric for Grading and Marking of Term Work (inform students at the beginning of semester)

Lecture + Practical (% Attendance) & Marks	Assignments	Tutorial	Lab / Practical Performance	Lab Journal Assessment	Class Tests (Other than IA)	Class participation	Other (2) Specify	Total
NA	NA	NA	NA	NA	20	5		5

7. Assignments / Tutorials Details (must attach print out of all questions together with AAP)

Assignment No.	Title of the Assignments / Tutorials	CO Map	Assignments given to Students on	Date of Submission

	•	CO1		
	•	CO2		
	•	CO3		
	•	CO4		

Analysis of Assignment / Tutorial Questions and Related Resources

Assignment No.	Week No.	Type* (√)			Module No.	Based on #			Question Type (√)	
		R	UQ	OBT		Text Book	Reference Book	Other Learning Resource	MU EQ	Thought Provoking
1	3	✓			1		✓		✓	
2	5	✓		✓	2		✓		✓	
3	8	✓			3		✓		✓	
4	11	✓		✓	4		✓		✓	

* Tick (√) the Type of the Assignment: Regular (R); Unannounced Quiz (UQ) ; Open Book Test for TY/SY/MASTERS (OBT)

Write number for Text book, reference book, other learning resource from this AAP – *from Points 4.a to 4.d*

8.

Internal Assessment / Other Class Test / Open Book Test (OBT)/Take Home Test (THT) Details

Tests	Test Dates	Module No.	CO Map	IA Question Paper Pattern	Policy
1 st IA Test	7 or 8 th Week	1 & 2	1 & 2	Q1 – MCQ - 10 Marks Q2 – Questions 5 Marks	No IA Re-test

2nd IA Test				Q3 – Questions 5 Marks 20 marks each for IA 1 & 2	IA is a Head of passing *
Pop Quiz	5 th week	1-2			
Open Book Test	6 th week	1-2			
Take Home Test	15 th week	1-4			
Class tests / prelims					
Class tests / prelims					
Any other test/exams					

*** IA failures will have to appear for re-test in next semester**

9.a Practical Activities – Regular Experiments

Practical No.	Module No.	Title of the Regular Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1					
2					
3					
4					
5					

6					
7					
8					
9					
10					

9.b Practical Activities – Newly Added Experiments

Practical No.	Module No.	Title of the Newly Added Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1					
2					

9.c Practical Activities – PBL Experiments

Practical No.	Module No.	Title of the PBL Experiments	Concepts to be highlighted	CO Map	Audit / Quality (0 to 4)
1	1-2			1-4	
2	1-2			1-4	
3	3			1-4	

10. Beyond Syllabus Activities for Gap Mitigation

No.	Type of the Activity	Activities	Details – no of attendees, guest, feedback, mark sheet, report
-----	----------------------	------------	--

1	Interaction with Outside World	Guest Lecture / Workshops	Yes
2		Industrial Visit	No
3	Test and Assessments	Class Tests – (other than IA)	Surprise test
4		Mini Projects	NA
5		Pop Quiz	Yes
6		Mobile App Based Quiz	NA
7		Open Book Test	Yes
8		Take Home Test	Yes
9	Collaborative and Group Activity	Poster Presentation	Yes
10		Minute Papers	NA
11		Students Seminar	NA
12		Students Debates	NA
13		Panel Discussion / Mock GD	yes
14		Mock Interview	NA
15	Co-curricular Courses	MOOC-NPTEL/Coursera Videos	NA
16		Value Added Courses	NA
17		Lecture Capture Usage	NA

*** Do not delete any activity. Give details for planned events. Write ‘NA’ for activity Not Planned.**

Consolidated Academic Administration Plan Prepared by (mention all theory teaching faculty names with signature)

Prof Sidra Usmani

Faculty 1 Name (Sign.)

Faculty 2 Name (Sign.)

Faculty 3 Name (Sign.)

External Industry Mentor (Sign.)
Mentor (Sign.)

External Academic

VSIT Cluster Mentor Name (Sign.)
(Sign.)

Mr. Santosh Gupta
Head of Dept.

Version 2020-2021

The academic resources available in VSIT –

VMIS (ERP)	V-Refer and V-Live	VSIT Library	VAC & MOOC Courses
Institute & Department Vision and Mission	Former IA question papers and solutions (prepared by faculty)	Former IA question papers solutions - hardcopy	Value Added Courses (VAC) are conducted throughout the semester & in the semester break - Enrol for the VACs
Program Educational Objectives (PEO)	MU end semester examination question papers and solutions (prepared by faculty)	MU end semester exam question paper & solutions - by faculty, hardcopy	
Program Specific Outcome (PSO)	Class notes and Digital Content for the subject (scanned / typed by faculty)	All text books, reference books, e -books mentioned in the syllabus & AAP	Online courses from NPTEL, Coursera etc. are pursued throughout the semester - Register for the course & get certified
Program Outcome (PO)	Comprehensive question bank, EQ, GQ, PPT, Class Test papers	Technical journals and magazines for reference	
Departmental Knowledge Map	Academic Administration Plan & Beyond Syllabus Activity report	VSIT library is member of IIT Bombay Library	Watch former lectures captured in LMS at VSIT

1.a Course Objectives (write in detail – follow NBA guideline in this regard)

Cognitive	What do you want students to know?	Students should be aware about basic terminologies like 'Risk', 'Return', 'Risk Management'
Affective	What do you want students to think / care about?	Students should think/care about types of risk and their impacts to Organizations.
Behavioural	What do you want students to be able to do?	Students should learn and apply the risk management techniques in Financial Institutions

1.b Course Outcome (CO) Statements and Module-Wise Mapping (follow NBA guideline)

CO No.	Statements	Related Module/s
CO1	Students should be able to understand the concept of Risk Management	Unit 1
CO2	Students should learn the methods for Evaluation of Risk	Unit 2
CO3	Students should get the knowledge of the Foreign Exchange Risk	Unit 3
CO4	Students should learn the concept of Exchange Rate Risk	Unit 4

1.c Mapping of COs with POs (mark S: Strong, M: Moderate, W: Weak, Dash '-': not mapped)

	PO 1	PO 2	PO 3	PO 4	PO 5	PO 6	PO 7	PO 8	PO 9	PO 10	PO 11	PO 12
CO 1	S	S	S									
CO 2	S	M	M									
CO 3	M	M	M									
CO 4	M	S	S									

1.d Mapping of COs with PSOs (mark S: Strong, M: Moderate, W: Weak, Dash '-': not mapped)

	PSO 1	PSO 2	PSO 3	PSO 4
--	-------	-------	-------	-------

CO 1				
CO 2				
CO 3				
CO 4				

1.e Teaching and Examination Scheme (As specified by the University) for the Course

Categories	Mathematics	Computing / IT / Electronics	Humanities & Soft Skill	Social Sciences	Commerce	Management	Multidisciplinary
Tick suitable category					✓		

Subject Code	Subject Name	Teaching Scheme			Credits Assigned			
		Theory	Practical	Tutorial	Theory	TW/Practical	Tutorial	Total
UBFM603	Risk Management	75			3			3

Subject Code	Subject Name	Examination Scheme							
		Theory Marks IA Test			End Sem. Exam Marks	TW	Practical	Oral	Total
		IA 1	IA 2	Sum of IA1 and IA2					
UBFM603	Risk Management	20	05	25	75				100

1.f Faculty-Wise Distribution of all Lecture-Practical-Tutorial Hours for the Course

Divisions	Lecture (Hrs.)	Practical (Hrs.)				Tutorial (Hrs.)			
		Batch 1	Batch 2	Batch 3	Batch 4	Batch 1	Batch 2	Batch 3	Batch 4
A	40	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.

1.g Office Hours (Faculty will be available in office in this duration for solving students' query)

Division	Day	Time (at least 1 Hr. / Division)	Venue (Office Room No.)
A	Friday	04:00 p.m. – 05:00 p.m	Library

2.a Syllabus: Module Wise Teaching Hours and % Weightage in University Question Paper

Module No.	Module Title and Brief Details	Teaching Hrs. for each module	% Weightage in University Question Papers
1	Introduction to Risk Management	10	25
2	Evaluation of Risk	10	25
3	Foreign Exchange Risk	10	25

4	Exchange Rate Risk	10	25
* Insert rows for more modules in the Course		Total	40
			100

2.b Prerequisite Courses

No.	Semester	Name of the Course	Topic/s
1	3 to 5	Debt Market, Equity Market, Financial Derivatives	ALL

2.c Relevance to Future Courses

No.	Semester	Name of the Course
1	III & IV	MMS/MBA

2.d Real Life Application Mapping – Mention Application from Very Common Day to Day Life

No.	Real Life Application Mapping with the Course
1	Risk Management in Treasury Department in Banks
2	Risk Management in Broking Firms

3. Past Results – Division-Wise and Topic-Wise Result Based Analysis

Details	Target - April 2021	April 2020	April 2019	April 2017
Course Passing % – Average of 3 Divisions	100 %	100 %	94%	
Marks Obtained by Course Topper (mark/100)	98	98	86	

Year	Division A		Division B		Division C		Division F	
	Initials of Teacher	% Result	Initials of Teacher	% Result	Initials of Teacher	% Result	Initials of Teacher	% Result
April 2020	AKK	100%						
April 2019	AKK	94%						

Topics which affect results negatively	Module Number	Recommendations to overcome these issues & improve result in future
Numerical on Interest Rate Risk	4	More sums for practise

4 All the Learning Resources – Books and E-Resources

4.a List of Text Books (T – Symbol for Text Books) to be Referred by Students

Sr. No	Text Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Risk Management	Prof C K Roy	Vayu Education	3	1-4
2	Risk Management – Concepts and Guidance	Carl Pritchard	CRC Press	4	1-4

4.b List of Reference Books (R – Symbol for Reference Books) to be Referred by Students

Sr. No	Reference Book Titles	Author/s	Publisher	Edition	Module Nos.
1	A Practical Guide to Risk Management	Thomas S Koleman	Research Foundation of CFA Institute	4	1-4
2	The Essentials of Risk Management	Michel Crouhy, Dan Galai, Robert Mark	MC Graw Hill Education	5	1-4
3					

4.c List of E - Books (E – Symbol for E-Books) to be Referred by Students

Sr. No	E- Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Fundamentals of Risk Management: Understanding, Evaluating and Implementing effective Risk Management	Paul Hopkin	Kogan Page	5	1-4
2	Financial Risk Management for Dummies	Aaron Brown	Wiley	4	1-4

4.d Web Links and Names of Magazines, Journals, E-journals – [VIT is member of IIT Bombay Library]

Refer online journals subscribed in VIT library. You can also access IIT Bombay online library for journals from IITB campus.

Sr. No.	Web-Links and Names of Journals and E-Journals Recommended to Students for this Course	Web-Links and Names of Magazines Recommended to Students for this Course	Module Nos.
1	International Journal of Risk Assessment & Risk Management	www.rmmagazine.com	1-4
2	Journal of Risk & Financial Management	www.riskmanagementmonitor.com	1-4

4.e Module Best Available in - Tick the best resource [from 4.a to 4.d in this AAP] & give details

Module No.	Category (Please Tick Mark) - √						Available In VSIT Library?		Details of the Resource (i.e. Name, Chapter & Page No., etc.)
	Book			Magazine	Journals		Y	N	
	Text	Reference	E-Book		Regular	E-Journal			
1	✓	✓	✓	✓	✓	✓			

2	✓	✓	✓	✓	✓	✓			
3	✓	✓	✓	✓	✓	✓			
4	✓	✓	✓	✓	✓	✓			

4.f Web Links for Online Notes/YouTube/VSIT Digital Content/VIT Lecture Capture/NPTEL Videos

Students can view lectures by VSIT professors, captured through LMS 'Lecture Capture' in VIT campus for previous years.

No.	Websites / Links	Module Nos.
1	www.youtube.com	1-4
2	www.investopedia.com	1-4
3	www.marketbusinessnews.com	1-4

4.g Recommended MOOC Courses like Coursera / NPTEL / MIT-OCW / edX etc.

Sr. No.	MOOC Course Link	Course conducted by – Person / University / Institute / Industry	Course Duration	Certificate (Y / N)
1	Risk Management	NPTEL		Y

4.h Recommended Value Added Courses (VAC)

Sr. No.	Name of the Value Added Course	Conducted by – Person / Institute / Industry	Course Duration	Certificate (Y / N)
1	Risk Management	NISM		Y

4.i Study Material Distributed among Students

Tick if distributed among students					
GQ	Notes	Digital Content	PPT	EQ (updated till the Last Exam)	Other (Write Details)
✓	✓	✓	✓	✓	

5. Consolidated Course Lesson Plan

	From (date/month/year)	To (date/month/year)	Total Number of Weeks
Semester Duration	11/01/2021	15/04/2021	

Week	Lecture no.	Module No.	Lecture Topics / IA 1 and IA 2 / BSA planned to be covered	Actual date of Completion	COs	Recommended Prior Viewing / Reading	
						Lecture No. (on LMS)	Chapter No. / Page Nos./ Books/ Web Site
1	1	1	Introduction to Syllabus and its application in day to day life. The Concept of Risk		CO1		
	2	1	Identification of Risk faced by Organization. Risk and Uncertainty		CO1		
	3	1	Strategic Risks		CO1		
2	4	1	Operational Risk		CO1		
	5	1	Nature of Risk		CO1		
	6	1	Dynamic Nature of Risks		CO1		
3	7	1	Business Risk		CO1		
	8	1	Financial Risk faced by Organization		CO1		
	9	1	Objectives of Risks Management		CO1		
4	10	1	Process of Risk Management		CO1		
	11	2	Evaluation of Organization's ability to bear Risk		CO2		
	12	2	Risk Measurement		CO2		
5	13	2	Sources and Impact of Common Business Risk & Market Risk		CO2		

	14	2	Sources and Impact of Credit Risk, Liquidity, Technological Risk		CO2		
	15	2	Sources and Impact of Legal Environmental		CO2		
6	16	2	Sources and Impact of Country Risk		CO2		
	17	2	Identify and assess the impact upon the stakeholder involved in Business Risk		CO2		
	18	2	Nature and Importance of Financial Risk		CO2		
7	19	2	Evaluation of Financial Risk & Evaluation of Alternative Risk Management Tools		CO2		
	20	2	Role of Risk Manager and Risk Committee in identifying and managing risk		CO2		
	21	3	Indian Foreign Exchange Market & Foreign Exchange Rate Policy in India		CO3		
8	22	3	Growth of Foreign Exchange Market in India		CO3		
	23	3	Currency Convertibility & the state of Indian Currency		CO3		
	24	3	Currency Derivatives Market in India		CO3		
9	25	3	Identifying Forex Risk		CO3		
	26	3	Analysing & Managing Forex Risk		CO3		
	27	3	Hedging of Forex Risk through Derivatives		CO3		
10	28	3	Problems on Hedging		CO3		
	29	3	Different Dimensions of Foreign Exchange Future		CO3		
	30	3	Contract specification trading at National Stock Exchange of India		CO3		
11	31	4	Basics of Bonds, Debt vs Equity Bond Market characteristics		CO4		

	32	4	Different types of Bonds, Bond Rating		CO4		
	33	4	International Bond Market		CO4		
12	34	4	Reasons for Investing in debt market & Debt market Segments		CO4		
	35	4	Participants in the Debt Markets & Introduction to Fixed Income Pricing		CO4		
	36	4	Meaning and types of Yield Curve & Different kinds of Yields		CO4		
13	37	4	Yield-Price Relationships of Bonds		CO4		
	38	4	Yields in Money Market & Theories of the term Structure of Interest Rates		CO4		
	39	4	Identifying Interest Rate Risk & Analyzing Interest Rate Risk		CO4		
14	40	4	Measuring Interest Rate Risk & Numerical on Interest Rate Risk		CO4		

6. Rubric for Grading and Marking of Term Work (inform students at the beginning of semester)

Lecture + Practical (% Attendance) & Marks	Assignments	Tutorial	Lab / Practical Performance	Lab Journal Assessment	Class Tests (Other than IA)	Class participation	Other (2) specify	Total
5								5

7. Assignments / Tutorials Details (must attach print out of all questions together with AAP)

Assignment No.	Title of the Assignments / Tutorials	CO Map	Assignments given to Students on	Date of Submission
1	Assignment on concept of Risk Management	1		
2	Assignment on Methods of Evaluation of Risk	2		

3	Assignment on Foreign Exchange Risk	3		
4	Assignment on Exchange Rate Risk	4		

Analysis of Assignment / Tutorial Questions and Related Resources

Assignment No.	Week No.	Type* (√)			Module No.	Based on #			Question Type (√)	
		R	UQ	OBT		Text Book	Reference Book	Other Learning Resource	MU EQ	Thought Provoking
1		√			1	√	√		√	
2		√			2	√	√		√	
3		√			3	√	√		√	
4		√			4	√	√		√	

* Tick (√) the Type of the Assignment: Regular (R); Unannounced Quiz (UQ) ; Open Book Test for TY/SY/MASTERS (OBT)
Write number for Text book, reference book, other learning resource from this AAP – from Points 4.a to 4.d

8. Internal Assessment / Other Class Test / Open Book Test (OBT)/Take Home Test (THT) Details

Tests	Test Dates	Module No.	CO Map	IA Question Paper Pattern	Policy
1 st IA Test	2 nd Week of Feb	1-2	1-2	Q1 – MCQ - 5 Marks Q2 – Define 5 Marks Q3 – Short Notes 10 Marks 20 marks each for IA 1 & 2	No IA Re-test
2nd IA Test					IA is a Head of passing *
Pop Quiz					
Open Book Test					
Take Home Test					
Class tests / prelims					
Class tests / prelims					
Any other test/exams					

* IA failures will have to appear for re-test in next semester

9.a Practical Activities – Regular Experiments

Practical No.	Module No.	Title of the Regular Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1					
2					
3					
4					
5					
6					
7					
8					
9					
10					

9.b Practical Activities – Newly Added Experiments

Practical No.	Module No.	Title of the Newly Added Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1					
2					

9.c Practical Activities – PBL Experiments

Practical No.	Module No.	Title of the PBL Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1	2	Alternative Investment Strategies		2	

2	4	Measuring Interest Rate Risk		4	
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10. Beyond Syllabus Activities for Gap Mitigation

No.	Type of the Activity	Activities	Details – no of attendees, guest, feedback, mark sheet, report
1	Interaction with Outside World	Guest Lecture / Workshops	
2		Industrial Visit	
3	Test and Assessments	Class Tests – (other than IA)	Class Test on Risk Measurement Tools
4		Mini Projects	
5		Pop Quiz	Quiz on Current Operational Risk with respect to Banks
6		Mobile App Based Quiz	
7		Open Book Test	
8		Take Home Test	Topic: Sums on Return
9	Collaborative and Group Activity	Poster Presentation	
10		Minute Papers	Topic: Types of Risk
11		Students Seminar	
12		Students Debates	
13		Panel Discussion / Mock GD	
14		Mock Interview	
15	Co-curricular Courses	MOOC-NPTEL/Coursera Videos	
16		Value Added Courses	NISM Courses
17		Lecture Capture Usage	

*** Do not delete any activity. Give details for planned events. Write 'NA' for activity Not Planned.**

Consolidated Academic Administration Plan Prepared by (mention all theory teaching faculty names with signature)

Amit Kabra

Faculty 1 Name (Sign.)

External Industry Mentor (Sign.)

External Academic Mentor (Sign.)

VSIT Cluster Mentor Name (Sign.)

Head of Dept. (Sign.)

Version 2017-2018

The academic resources available in VSIT –

VMIS (ERP)	V-Refer and V-Live	VSIT Library	VAC & MOOC Courses
Institute & Department Vision and Mission	Former IA question papers and solutions (prepared by faculty)	Former IA question papers solutions - hardcopy	Value Added Courses (VAC) are conducted throughout the semester & in the semester break - Enrol for the VACs
Program Educational Objectives (PEO)	MU end semester examination question papers and solutions (prepared by faculty)	MU end semester exam question paper & solutions - by faculty, hardcopy	
Program Specific Outcome (PSO)	Class notes and Digital Content for the subject (scanned / typed by faculty)	All text books, reference books, e -books mentioned in the syllabus & AAP	Online courses from NPTEL, Coursera etc. are pursued throughout the semester - Register for the course & get certified
Program Outcome (PO)	Comprehensive question bank, EQ, GQ, PPT, Class Test papers	Technical journals and magazines for reference	
Departmental Knowledge Map	Academic Administration Plan & Beyond Syllabus Activity report	VSIT library is member of IIT Bombay Library	Watch former lectures captured in LMS at VSIT

1.a Course Objectives (write in detail – follow NBA guideline in this regard)

Cognitive	What do you want students to know?	To develop a conceptual frame work of finance function and to acquaint with the tools techniques and process of financial management in the realm of financial decision making
Affective	What do you want students to think / care about?	To understand technicalities of corporate finance especially fund raising, sources of finance, company valuation and credit risk management.
Behavioural	What do you want students to be able to do?	They should understand nature, importance, structure of corporate finance related areas and recognize sources of finance , risk management and methods of company valuation.

1.b Course Outcome (CO) Statements and Module-Wise Mapping (follow NBA guideline)

CO No.	Statements	Related Module/s
CO1	Basic understanding about strategic corporate finance	Unit 1
CO2	To learn sources of fund raising	Unit 2
CO3	To acquire knowledge about company valuation, management buyout and due diligence	Unit 3
CO4	To learn credit risk management	Unit 4

1.c Mapping of COs with POs (mark S: Strong, M: Moderate, W: Weak, Dash '-': not mapped)

	PO 1	PO 2	PO 3	PO 4	PO 5	PO 6	PO 7	PO 8	PO 9	PO 10	PO 11	PO 12
CO 1												
CO 2												
CO 3												
CO 4												

CO 5											
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1.d Mapping of COs with PSOs (mark S: Strong, M: Moderate, W: Weak, Dash '-':not mapped)

	PSO 1	PSO 2	PSO 3	PSO 4
CO 1				
CO 2				
CO 3				
CO 4				
CO 5				

1.e Teaching and Examination Scheme (As specified by the University) for the Course

Categories	Mathematics	Computing / IT / Electronics	Humanities & Soft Skill	Social Sciences	Commerce	Management	Multidisciplinary
Tick suitable category					✓		

Subject Code	Subject Name	Teaching Scheme			Credits Assigned			
		Theory	Practical	Tutorial	Theory	TW/Practical	Tutorial	Total
	Strategic Corporate Finance	75			3			3

Subject Code	Subject Name	Examination Scheme							Total
		Theory Marks IA Test			End Sem. Exam Marks	TW	Practical	Oral	
		IA 1	IA 2	Sum of IA1 and IA2					
	Strategic Corporate Finance								

1.f Faculty-Wise Distribution of all Lecture-Practical-Tutorial Hours for the Course

Divisions	Lecture (Hrs.)	Practical (Hrs.)				Tutorial (Hrs.)			
		Batch 1	Batch 2	Batch 3	Batch 4	Batch 1	Batch 2	Batch 3	Batch 4
A	3	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.

1.g Office Hours (Faculty will be available in office in this duration for solving students' query)

Division	Day	Time (at least 1 Hr. / Division)	Venue (Office Room No.)
A	Tuesday	2:00 - 2:30pm	Main Staff room

2.a Syllabus: Module Wise Teaching Hours and % Weightage in University Question Paper

Module No.	Module Title and Brief Details	Teaching Hrs. for each module	% Weightage in University Question Papers
1	Strategic Corporate Finance	10hrs.	25
2	Fund Raising	10hrs.	25
3	Company Valuation	14hrs.	25
4	Credit Risk Management	06hrs.	25
* Insert rows for more modules in the Course		Total	40Hrs.
			100

2.b Prerequisite Courses

No.	Semester	Name of the Course	Topic/s
1	I	Introduction to Financial Services	All
2	IV	Corporate Finance	All

2.c Relevance to Future Courses

No.	Semester	Name of the Course
2	MBA/MMS	Finance specialisation
3	M.com	Banking & Finance Specialisation

2.d Real Life Application Mapping – Mention Application from Very Common Day to Day Life

No.	Real Life Application Mapping with the Course
1	Management of day to day finance decisions
2	Application of credit risk management

3. Past Results – Division-Wise and Topic-Wise Result Based Analysis

Details	Target – April2021	April2020	April2017	Mar 2015
Course Passing %	100%	100%		
Marks Obtained by Course Topper (mark/100)				

Year	Division A		Division B		Division C	
	Initials of Teacher	% Result	Initials of Teacher	% Result	Initials of Teacher	% Result
April2020	PHM	100				

April 2017						

Topics which affect results negatively	Module Number	Recommendations to overcome these issues & improve result in future
Company Valuation	3	More class room practice, Assignments and homework sheets

4 All the Learning Resources – Books and E-Resources

4.a List of Text Books (T – Symbol for Text Books) to be Referred by Students

Sr. No	Text Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Strategic Corporate Finance	Ainapure	Manan		
2	Strategic Corporate Finance	Arvind Dhondh	Vipul		
3	Strategic Corporate Finance	Chopde	Sheth		

4.b List of Reference Books (R – Symbol for Reference Books) to be Referred by Students

Sr. No	Reference Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Corporate Finance: Theory and Practice	Damodaran Aswath	Tata McGraw		All
2	Financial Management	Ravi Kishor			
3	Financial Management	Prasanna Chandra, Tulsian			
4	Financial Management: Theory and practice	Brigham EF			
	Financial Management: Text, problems and cases	Khan, Jain			

4.c List of E - Books (E – Symbol for E-Books) to be Referred by Students

Sr. No	E- Book Titles	Author/s	Publisher	Edition	Module Nos.
1					
2					

4.d Web Links and Names of Magazines, Journals, E-journals – [VIT is member of IIT Bombay Library]

Refer online journals subscribed in VIT library. You can also access IIT Bombay online library for journals from IITB campus.

Sr. No	Web-Links and Names of Journals and E-Journals Recommended to Students for this Course	Web-Links and Names of Magazines Recommended to Students for this Course	Module Nos.
1			All
2			

4.e	Module Best Available in - Tick the best resource [from 4.a to 4.d in this AAP] & give details		

Module No.	Category (Please Tick Mark) - √						Available In VSIT Library?		Details of the Resource (i.e. Name, Chapter & Page No., etc.)
	Book			Magazine	Journals		Y	N	
	Text	Reference	E-Book		Regular	E-Journal			
1	✓	✓					Y		Unit 1-4
2	✓	✓					Y		Unit 1-4
3	✓	✓					Y		Unit 1-4
4	✓	✓					Y		Unit 1-4

4.f	Web Links for Online Notes/YouTube/VSIT Digital Content/VIT Lecture Capture/NPTEL Videos
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Students can view lectures by VSIT professors, captured through LMS 'Lecture Capture' in VIT campus for previous years.

No.	Websites / Links	Module Nos.
1		
2	https://www.youtube.com/watch?v=Tdu0QPfoYZQ	1
3	https://www.youtube.com/watch?v=RZYuuX6FOBg	1
4	https://www.youtube.com/watch?v=jkCz36tPjsk	2
5	https://www.youtube.com/watch?v=QRh0tiG2lVk	3
6	https://www.youtube.com/watch?v=hnwY6tUAYDo	4
7	https://www.youtube.com/watch?v=jLEHrsknx7g	4

4.g	Recommended MOOC Courses like Coursera / NPTEL / MIT-OCW / edX etc.
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Sr. No.	MOOC Course Link	Course conducted by – Person / University / Institute / Industry	Course Duration	Certificate (Y / N)

4.h	Recommended Value Added Courses (VAC)
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Sr. No.	Name of the Value Added Course	Conducted by – Person / Institute / Industry	Course Duration	Certificate (Y / N)
1				

4.i Study Material Distributed among Students

Tick if distributed among students					
GQ	Notes	Digital Content	PPT	EQ (updated till the Last Exam)	Other (Write Details)
✓	✓	✓	✓	✓	Practical problems worksheets

5. Consolidated Course Lesson Plan

	From (date/month/year)	To (date/month/year)	Total Number of Weeks
Semester Duration			

Week	Lecture no.	Module No.	Lecture Topics / IA 1 and IA 2 / BSA planned to be covered	Actual date of Completion	COs	Recommended Prior Viewing / Reading	
						Lecture No. (on LMS)	Chapter No. / Page Nos./ Books/ Web Site
1	1	1	Introduction to Strategic Corporate Finance: meaning and process of strategy		1		
	2	1	Financial Strategy, strategic financial management		1		
	3	1	strategic financial management: Features & Objectives		1		
2	4	1	Strategic Cost Management: Objectives & Philosophy		1		
	5	1	Types of costing: Traditional, Activity Based		1	Assignment 1	
	6	1	Types of costing: Target Costing		1		
3	7	1	Types of Costing: Life Cycle Costing		2		
	8	1	Types of Costing: Quality Costing		2		
	9	1	Zero based budgeting		2		

4	10	1	Value chain analysis		2	Open Book Test	
	11	2	Sources of Finance		2		
	12	2	Optimal Capital Structure: WACC, Net Income Approach		2		
5	13	2	Practical Sums : EBIT/ EPS		2		
	14	2	Practical Sums : EBIT/ EPS		2		
	15	2	Practical Sums : MM Theory		2		
6	16	2	Practical Sums : MM Theory		2		
	17	2	Practical Sums :CAPM		2		
	18	2	Practical Sums :CAPM		2		
7	19	2	Practical Sums : WACC		2		
	20	2	Practical Sums : WACC		2	Assignment2	
	21	3	Business Plan: Meaning and format		3		
8	22	3	Business Plan: Practical Sums		3		
	23	3	Infrastructure Financing, PPP Model		3		
	24	3	Company Valuation: Meaning, reasons and need		3		
9	25	3	Practical Sums: Valuation of Goodwill		3		
	26	3	Practical Sums: Valuation of Goodwill		3		
	27	3	Practical Sums: Valuation of Goodwill		3		
10	28	3	Practical Sums: Valuation of Goodwill		3		
	29	3	Practical Sums: Valuation of Shares		3		
	30	3	Practical Sums: Valuation of Shares		3	Assignment 3	

11	31	3	Practical Sums: Valuation of Shares		3		
	32	3	Practical Sums: Valuation of Shares		3		
	33	3	Management Buyout, Buy in Management		3		
12	34	3	Due Diligence		3		
	35	4	Risk and Uncertainty: Risk management		4		
	36	4	Industry Risk analysis, Credit Risk Management		4	Assignment 4	
13	37	4	Risk Management Process		4		
	38	4	Hedging Process		4		
	39	4	Value based management		4		
	40	4	Revision		4		

6. Rubric for Grading and Marking of Term Work (inform students at the beginning of semester)

Lecture + Practical (% Attendance) & Marks	Assignments	Tutorial	Lab / Practical Performance	Lab Journal Assessment	Class Tests (Other than IA)	Class participation	Other (2) Specify	Total
	4				1			5

7. Assignments / Tutorials Details (must attach print out of all questions together with AAP)

Assignment No.	Title of the Assignments / Tutorials	CO Map	Assignments given to Students on	Date of Submission
1	Basics of Strategic Corporate Finance	CO1	2nd Week	3 th Week
2	Practical Sums on WACC and Capital Structure	CO2	7 th Week	8 th Week
3	Practical Sums on Company Valuation	CO3	10 th Week	11 th Week
4	Credit Risk Management	CO4	12 th Week	13 th Week

Analysis of Assignment / Tutorial Questions and Related Resources

Assignment No.	Week No.	Type* (✓)			Module No.	Based on #			Question Type (✓)	
		R	UQ	OBT		Text Book	Reference Book	Other Learning Resource	MU EQ	Thought Provoking
1	2	✓			1		✓	E Book	✓	
2	6	✓			2		✓		✓	
3	10	✓			3		✓		✓	
4	14			✓	4		✓	E Book	✓	

* Tick (✓) the Type of the Assignment: Regular (R); Unannounced Quiz (UQ) ; Open Book Test for TY/SY/MASTERS (OBT)

Write number for Text book, reference book, other learning resource from this AAP – from Points 4.a to 4.d

8. Internal Assessment / Other Class Test / Open Book Test (OBT)/Take Home Test (THT) Details

Tests	Test Dates	Module No.	CO Map	IA Question Paper Pattern	Policy
1 st IA Test	7 or 8 th Week	1 & 2	1 & 2	Q1 – MCQ - 10 Marks Q2 – 1 numerical 5 Marks Q3 – 1 numerical 5 Marks 20 marks each for IA 1 & 2	No IA Re-test
2nd IA Test					IA is a Head of passing *
Pop Quiz	10 th Week	3	3		
Open Book Test	2 nd Week 14 th Week	1 4	1 4		
Take Home Test					
Class tests / prelims					
Class tests / prelims					
Any other test/exams					

* IA failures will have to appear for re-test in next semester

9.a Practical Activities – Regular Experiments

Practical No.	Module No.	Title of the Regular Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1					

2					
3					
4					
5					
6					
7					
8					
9					
10					

9.b Practical Activities – Newly Added Experiments

Practical No.	Module No.	Title of the Newly Added Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1					
2					

9.c Practical Activities – PBL Experiments

Practical No.	Module No.	Title of the PBL Experiments	Concepts to be highlighted	CO Map	Audit / Quality (0 to 4)
1	All	Case Studies		1	

10. Beyond Syllabus Activities for Gap Mitigation

No.	Type of the Activity	Activities	Details – no of attendees, guest, feedback, mark sheet, report
1	Interface with Finance World	Guest Lecture / Workshops	Importance of Strategic corporate finance
2		Industrial Visit	
3	Test and Assessments	Class Tests – (other than IA)	Surprise test
4		Mini Projects	NA

5		Pop Quiz	Yes
6		Mobile App Based Quiz	NA
7		Open Book Test	Yes
8		Take Home Test	Yes (5 question from each unit)
9	Collaborative and Group Activity	Poster Presentation	NA
10		Minute Papers	NA
11		Students Seminar	NA
12		Students Debates	NA
13		Panel Discussion / Mock GD	NA
14		Mock Interview	NA
15	Co-curricular Courses	MOOC-NPTEL/Coursera Videos	NA
16		Value Added Courses	NA
17		Lecture Capture Usage	NA

*** Do not delete any activity. Give details for planned events. Write 'NA' for activity Not Planned.**

Consolidated Academic Administration Plan Prepared by (mention all theory teaching faculty names with signature)

Dr. Poonam Mirwani

Faculty 1 Name (Sign.)

Faculty 2 Name (Sign.)

Faculty 3 Name (Sign.)

External Industry Mentor (Sign.)

External Academic Mentor (Sign.)

VSIT Cluster Mentor Name (Sign.)

Head of Dept. (Sign.)

Version 2020-2021

The academic resources available in VSIT –

VMIS (ERP)	V-Refer and V-Live	VSIT Library	VAC & MOOC Courses
Institute & Department Vision and Mission	Former IA question papers and solutions (prepared by faculty)	Former IA question papers solutions - hardcopy	Value Added Courses (VAC) are conducted throughout the semester & in the semester break - Enrol for the VACs
Program Educational Objectives (PEO)	MU end semester examination question papers and solutions (prepared by faculty)	MU end semester exam question paper & solutions - by faculty, hardcopy	
Program Specific Outcome (PSO)	Class notes and Digital Content for the subject (scanned / typed by faculty)	All text books, reference books, e -books mentioned in the syllabus & AAP	Online courses from NPTEL, Coursera etc. are pursued throughout the semester - Register for the course & get certified
Program Outcome (PO)	Comprehensive question bank, EQ, GQ, PPT, Class Test papers	Technical journals and magazines for reference	
Departmental Knowledge Map	Academic Administration Plan & Beyond Syllabus Activity report	VSIT library is member of IIT Bombay Library	Watch former lectures captured in LMS at VSIT

1.a Course Objectives (write in detail – follow NBA guideline in this regard)

Cognitive	What do you want students to know?	To get complete understanding technical analysis.
Affective	What do you want students to think / care about?	To think about application of various indicators.
Behavioural	What do you want students to be able to do?	Students can analysis the share price movement and suggest to others to buy/sell/hold

1.b Course Outcome (CO) Statements and Module-Wise Mapping (follow NBA guideline)

CO No.	Statements	Related Module/s
CO1	Technical Analysis basis	Unit 1
CO2	Theories	Unit 2
CO3	Indicators	Unit 3
CO4	Rules	Unit 4

1.c Mapping of COs with POs (mark S: Strong, M: Moderate, W: Weak, Dash '-': not mapped)

	PO 1	PO 2	PO 3	PO 4	PO 5	PO 6	PO 7	PO 8	PO 9	PO 10	PO 11	PO 12
CO 1												
CO 2												
CO 3												
CO 4												
CO 5												

1.d Mapping of COs with PSOs (mark S: Strong, M: Moderate, W: Weak, Dash '-':not mapped)

	PSO 1	PSO 2	PSO 3	PSO 4
CO 1				
CO 2				
CO 3				
CO 4				
CO 5				

1.e Teaching and Examination Scheme (As specified by the University) for the Course

Categories	Mathematics	Computing / IT / Electronics	Humanities & Soft Skill	Social Sciences	Commerce	Management	Multidisciplinary
Tick suitable category					✓		

Subject Code	Subject Name	Teaching Scheme			Credits Assigned			
		Theory	Practical	Tutorial	Theory	TW/Practical	Tutorial	Total
6.2	TA	75			3			3

Subject Code	Subject Name	Examination Scheme							
		Theory Marks IA Test			End Sem. Exam Marks	TW	Practical	Oral	Total
		IA 1	IA 2	Sum of IA1 and IA2					
6.2	TA	20	05	25	75				100

1.f Faculty-Wise Distribution of all Lecture-Practical-Tutorial Hours for the Course

Divisions	Lecture (Hrs.)	Practical (Hrs.)				Tutorial (Hrs.)			
		Batch 1	Batch 2	Batch 3	Batch 4	Batch 1	Batch 2	Batch 3	Batch 4
A	3.33	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.

1.g Office Hours (Faculty will be available in office in this duration for solving students' query)

Division	Day	Time (at least 1 Hr. / Division)	Venue (Office Room No.)
A	Saturday	11am to 12 noon	SR

2.a Syllabus: Module Wise Teaching Hours and % Weightage in University Question Paper

Module No.	Module Title and Brief Details	Teaching Hrs. for each module	% Weightage in University Question Papers
1	Technical Analysis basis	12.5hr	25
2	Theories	12.5hr	25

3	Indicators	12.5hr	25
4	Rules	12.5hr	25
* Insert rows for more modules in the Course		Total	50
			100

2.b Prerequisite Courses

No.	Semester	Name of the Course	Topic/s
1	1	Equity Market -1	ALL
2	3	Equity Market -2	All

2.c Relevance to Future Courses

No.	Semester	Name of the Course
1	MMS	Finance
2	MBA	Finance

2.d Real Life Application Mapping – Mention Application from Very Common Day to Day Life

No.	Real Life Application Mapping with the Course
1	Helps to deal with Stock Market(can make own investment)
2	Became an equity market investment advisor

3. Past Results – Division-Wise and Topic-Wise Result Based Analysis

Details	Target –Oct. 2020	Oct. 2019	Mar 2018	Mar 2017
TA	100%	100%	94%	NA

Year	Division A		Division B		Division C	
	Initials of Teacher	% Result	Initials of Teacher	% Result	Initials of Teacher	% Result
Oct. 2019	NLK	100%				
Oct. 2018	NLK	94%				
Oct. 2017	NA					

Topics which affect results negatively	Module Number	Recommendations to overcome these issues & improve result in future
Indicators	3	Mock Analysis has to be conducted

-		-

4 All the Learning Resources – Books and E-Resources

4.a List of Text Books (T – Symbol for Text Books) to be Referred by Students

Sr. No	Text Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Technical Analysis of Stock Trend	Robert D Edwards	Visiosn Book	1	1-4
2	Technical Analysis Explained	Martin J Pring	McGraw Hill	3	1-4
3	Handbook of Technical Analysis	Darell R Jobman	Probus	3	1-4
4					
5					
6					

4.b List of Reference Books (R – Symbol for Reference Books) to be Referred by Students

Sr. No	Reference Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Technical Analysis of Stocks , options	William Eng,	Probus		1-4
2	Technical Analysis	Jack D Schwager	John Wiley & Sons		1-4
3					
4					
5					
6					

4.c List of E - Books (E – Symbol for E-Books) to be Referred by Students

Sr. No	E- Book Titles	Author/s	Publisher	Edition	Module Nos.
1	The eBook of Technical Market Indicators-		Wall street courier		
2					
3					
4					

4.d Web Links and Names of Magazines, Journals, E-journals – [VIT is member of IIT Bombay Library]

Refer online journals subscribed in VIT library. You can also access IIT Bombay online library for journals from IITB campus.

Sr. No.	Web-Links and Names of Journals and E-Journals Recommended to Students for this Course	Web-Links and Names of Magazines Recommended to Students for this Course	Module Nos.
1	Indian journal of finance	IJF- Library	1,2,3,4
2	Indian journal of Research in Capital market	Indianjournalofcapitalmarket.com	1,2,3,4
3	Journal of Accounting & Finance	IAF - Library	1,2,3,4
4			
5			
6			

4.e Module Best Available in - Tick the best resource [from 4.a to 4.d in this AAP] & give details

Module No.	Category (Please Tick Mark) - √						Available In VSIT Library?		Details of the Resource (i.e. Name, Chapter & Page No., etc.)
	Book			Magazine	Journals		Y	N	
	Text	Reference	E-Book		Regular	E-Journal			
1	✓								1,2,3,4
2									1,2,3,4
3		✓							
4						✓			
5									

4.f Web Links for Online Notes/YouTube/VSIT Digital Content/VIT Lecture Capture/NPTEL Videos

Students can view lectures by VSIT professors, captured through LMS 'Lecture Capture' in VIT campus for previous years.

No.	Websites / Links	Module Nos.
1	https://www.youtube.com/watch?v=C-770uuFILM	1
2	https://www.youtube.com/watch?v=i-1DDAhxuCU	2
3	https://www.youtube.com/watch?v=TzsVTvA9DoE	3
4	https://www.youtube.com/watch?v=RU3ue3FQ6lo&t=32s	4
5		

4.g Recommended MOOC Courses like Courser / NPTEL / MIT-OCW / edX etc.

Sr. No.	MOOC Course Link	Course conducted by – Person / University / Institute / Industry	Course Duration	Certificate (Y / N)

1		NISM	3months	Y
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4.h Recommended Value Added Courses (VAC)

Sr. No.	Name of the Value Added Course	Conducted by – Person / Institute / Industry	Course Duration	Certificate (Y / N)
1	NISM – Equity Research Module	NISM	Online exam	Y

4.i Study Material Distributed among Students

Tick if distributed among students					
GQ	Notes	Digital Content	PPT	EQ (updated till the Last Exam)	Other (Write Details)
√ <input type="checkbox"/>	√ <input type="checkbox"/>	<input type="checkbox"/>	√ <input type="checkbox"/>	√ <input type="checkbox"/>	

5. Consolidated Course Lesson Plan

	From (date/month/year)	To (date/month/year)	Total Number of Weeks
Semester Duration	11/06/2018	29/09/2018	15

Week	Lecture no.	Module No.	Lecture Topics / IA 1 and IA 2 / BSA planned to be covered	Actual date of Completion	COs	Recommended Prior Viewing / Reading	
						Lecture No. (on LMS)	Chapter No. / Page Nos./ Books/ Web Site
1	1	1	syllabus discussion				
	2	1	Technical analysis, Basic assumptions,				
	3	1	Strengths and Weakness				
	4	1	Dow theory				
2	5	2	Charts				
	6	2	Candlestick charts analysis with one two and three candles				
	7	2	hammer, hanging man				

	8	2	shooting star				
3	9	2	bearish and bullish Harami				
	10	2	Pattern Study				
	11	2	Support and resistance				
	12	2	Head and shoulders				
4	13	2	Double top and double bottom				
	14	2	Gap theory				
	15	3	Revision				
	16		Stochastic				
5	17		RSI				
	18		Williams %R				
	19		MFI				
	20		Continuation of MFI				
6	21		Bollinger bands,				
	22		Moving Averages				
	23		MA trading process				
	24		Moving average trade and market efficiency				
7	25		MACD				

	26		Analysis under MACD				
	27		Classification				
	28		Use of MACD				
8	29		How to trade in MACD indicator				
	30		Revision				
	31		Dow Theory				
	32		Three trend mkt				
9	33		Primary trend, minor trend				
	34		Bear market				
	35		Bull Market				
	36		Closing price & range				
10	37		http://swing-trading-strategies.com/the-dow-theory/				
	38		Signals and identification of trend				
	39		Eliot Wave Theory				
	40		EWT with stock correlation				
11	41		Application of EWT https://www.youtube.com/watch?v=h5JDftgykcg				
	42		Impulse waves				
	43		Corrective waves				

	44		EW Triangles				
12	45		Revision				
	46		Risk Management				
	47		Need & techniques				
	48		uses of stop loss				
13	49		qualities of successful traders				
	50		golden rules of trader				
	51		do's and don'ts in trading				
	52		Rules to stop losing money,,				
14	53		Choosing the right market to trade				
	54		Importance of discipline in trading				
	55		Day trading https://www.youtube.com/watch?v=8BV35GV9-EA				
	56		Advantages of day trading				
15	57		Risks associated with trading				
	58		Strategies for day trading				
	59		Momentum trading strategies.				
	60		Revision – Unit 3 & 4				

6. Rubric for Grading and Marking of Term Work (inform students at the beginning of semester)

Lecture + Practical (% Attendance) & Marks	Assignments	Tutorial	Lab / Practical Performance	Lab Journal Assessment	Class Tests (Other than IA)	Class participation	Other (2) specify	Total
						5		5

7. Assignments / Tutorials Details (must attach print out of all questions together with AAP)

Assignment No.	Title of the Assignments / Tutorials	CO Map	Assignments given to Students on	Date of Submission
1	Technical Analysis – Features and usages	01	22/06	25/06
2	Candle stick	02	18/07	23/07
3	Efficient Market Hypothesis & Dow theory	02	24/08	27/08
4	Golden Rule for investors & trades	02&03	07/09	10/09

Analysis of Assignment / Tutorial Questions and Related Resources

Assignment No.	Week No.	Type* (√)			Module No.	Based on #			Question Type (√)	
		R	UQ	OBT		Text Book	Reference Book	Other Learning Resource	MU EQ	Thought Provoking
1	2	√					2			
2	5							Online		
3	8						2			
4	10						3			

* Tick (√) the Type of the Assignment: Regular (R); Unannounced Quiz (UQ); Open Book Test for TY/SY/MASTERS (OBT)

Write number for Text book, reference book, other learning resource from this AAP – from Points 4.a to 4.d

8. Internal Assessment / Other Class Test / Open Book Test (OBT)/Take Home Test (THT) Details

Tests	Test Dates	Module No.	CO Map	IA Question Paper Pattern	Policy
1 st IA Test				Q1 – MCQ - 10 Marks Q2 – 1 numerical 5 Marks Q3 – 1 numerical 5 Marks 20 marks each for IA 1 & 2	No IA Re-test
2nd IA Test					IA is a Head of passing *
Pop Quiz	3/09				
Open Book Test	22/08				
Take Home Test	16/07				
Class tests / prelims					
Class tests / prelims					
Any other test/exams					

* IA failures will have to appear for re-test in next semester

9.a Practical Activities – Regular Experiments

Practical No.	Module No.	Title of the Regular Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1					
2					
3					
4					
5					
6					
7					
8					
9					

10					
----	--	--	--	--	--

9.b Practical Activities – Newly Added Experiments

Practical No.	Module No.	Title of the Newly Added Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1					
2					

9.c Practical Activities – PBL Experiments

Practical No.	Module No.	Title of the PBL Experiments	Concepts to be highlighted	CO Map	Audit / Quality (0 to 4)
1	2	Equity Investment advice - types	Procedure of investment	2	
2	4	Equity research	Decision making point of view	3	

10. Beyond Syllabus Activities for Gap Mitigation

No.	Type of the Activity	Activities	Details – no of attendees, guest, feedback, mark sheet, report
1	Interaction with Outside World	Guest Lecture / Workshops	
2		Industrial Visit	
3	Test and Assessments	Class Tests – (other than IA)	
4		Mini Projects	
5		Pop Quiz	
6		Mobile App Based Quiz	
7		Open Book Test	
8		Take Home Test	
9	Collaborative and Group Activity	Poster Presentation	
10		Minute Papers	
11		Students Seminar	
12		Students Debates	
13		Panel Discussion / Mock GD	
14		Mock Interview	

15	Co-curricular Courses	MOOC-NPTEL/Coursera Videos	
16		Value Added Courses	
17		Lecture Capture Usage	

*** Do not delete any activity. Give details for planned events. Write 'NA' for activity Not Planned.**

Consolidated Academic Administration Plan Prepared by (mention all theory teaching faculty names with signature)

Faculty 1 Name (Sign.)

Faculty 2 Name (Sign.)

Faculty 3 Name (Sign.)

External Industry Mentor (Sign.)

External Academic Mentor (Sign.)

VSIT Cluster Mentor Name (Sign.)

Head of Dept. (Sign.)

Version 20-21

The academic resources available in VSIT –

VMIS (ERP)	V-Refer and V-Live	VSIT Library	VAC & MOOC Courses
Institute & Department Vision and Mission	Former IA question papers and solutions (prepared by faculty)	Former IA question papers solutions - hardcopy	Value Added Courses (VAC) are conducted throughout the semester & in the semester break - Enrol for the VACs
Program Educational Objectives (PEO)	MU end semester examination question papers and solutions (prepared by faculty)	MU end semester exam question paper & solutions - by faculty, hardcopy	
Program Specific Outcome (PSO)	Class notes and Digital Content for the subject (scanned / typed by faculty)	All text books, reference books, e -books mentioned in the syllabus & AAP	Online courses from NPTEL, Coursera etc. are pursued throughout the semester - Register for the course & get certified
Program Outcome (PO)	Comprehensive question bank, EQ, GQ, PPT, Class Test papers	Technical journals and magazines for reference	Watch former lectures captured in LMS at VSIT
Departmental Knowledge Map	Academic Administration Plan & Beyond Syllabus Activity report	VSIT library is member of IIT Bombay Library	

1.a Course Objectives (write in detail – follow NBA guideline in this regard)

Cognitive	What do you want students to know?	The main objective is to familiarize the students with the typical structures, practices, investment rationales, and financial methods used by private equity investors, such as venture capital and buyout funds. Apply the quantitative and qualitative models from the syllabus and class materials to evaluate a situation involving a PE investment.
Affective	What do you want students to think / care about?	Explain the assumptions behind the quantitative models from the syllabus and class materials and demonstrate the application of these to correctly solve a given problem.
Behavioural	What do you want students to be able to do?	<ul style="list-style-type: none"> • the typical structure of a term sheet used by VC funds investing in entrepreneurial start-ups, including the meaning and implications of the individual terms. • Apply the quantitative and qualitative models from the syllabus and class materials to evaluate a situation involving a PE investment

1.b Course Outcome (CO) Statements and Module-Wise Mapping (follow NBA guideline)

CO No.	Statements	Related Module/s
CO	FRAME THE OUTCOME AND COMPILER WITH THE UNIT IN WHICH IT BELONG TO	UNIT
CO1	There will be conceptual understanding of Role , Legal structure , terms and Investent	

	financing of Venture capital and Private Equity	
CO2	Will understand valuation approaches , analysis of funds , structure and cycle of PE	
CO3	Will understand strategies of PE wrt Growth capital Leverage Buyout	
CO4	Will understand exit strategies and challenges for PE in IPO M & A	

1.c Mapping of COs with POs (mark S: Strong, M: Moderate, W: Weak, Dash '-': not mapped)

	PO 1	PO 2	PO 3	PO 4	PO 5	PO 6	PO 7	PO 8	PO 9	PO 10	PO 11	PO 12
CO 1												
CO 2												
CO 3												
CO 4												
CO 5												

1.d Mapping of COs with PSOs (mark S: Strong, M: Moderate, W: Weak, Dash '-':not mapped)

	PSO 1	PSO 2	PSO 3	PSO 4
CO 1				
CO 2				
CO 3				
CO 4				
CO 5				

1.e Teaching and Examination Scheme (As specified by the University) for the Course

Categories	Mathematics	Computing / IT / Electronics	Humanities & Soft Skill	Social Sciences	Commerce	Management	Multidisciplinary
Tick suitable category					✓		

Subject Code	Subject Name	Teaching Scheme			Credits Assigned			
		Theory	Practical	Tutorial	Theory	TW/Practical	Tutorial	Total
	Venture Capital and Private Equity	75	--	--	3	-	-	3

Subject Code	Subject Name	Examination Scheme							
		Theory Marks IA Test			End Sem. Exam Marks	TW	Practical	Oral	Total
		IA 1	IA 2	SUM of IA1 and IA2					
	Venture Capital and Private Equity	20	5	25	75	-	-	-	100

1.f Faculty-Wise Distribution of all Lecture-Practical-Tutorial Hours for the Course

Divisions	Lecture (Hrs.)	Practical (Hrs.)				Tutorial (Hrs.)			
		Batch 1	Batch 2	Batch 3	Batch 4	Batch 1	Batch 2	Batch 3	Batch 4
A	3.33	-NA	NA-	NA-	NA=	NA-	NA-	NA-	NA-
B	3.33	-NA	NA-	NA-	NA=	NA-	NA-	NA-	NA-
C	3.33	NA	NA	NA	NA	NA	NA	NA	NA
F	3.33	NA	NA	NA	NA	NA	NA	NA	NA

1.g Office Hours (Faculty will be available in office in this duration for solving students' query)

Division	Day	Time (at least 1 Hr. / Division)	Venue (Office Room No.)
A	SATURDAY	11.00AM TO 12.00PM	READING ROOM
B			
C			

2.a Syllabus : Module Wise Teaching Hours and % Weightage in University Question Paper

Module No.	Module Title and Brief Details	Teaching Hrs. for each module	% Weightage in University Question Papers
1	Conceptual understanding of Venture capital and Private Equity	60*50 MIN/60=12.5	25%
2	Structure and Valuation approaches	60*50 MIN/60=12.5	25%
3	Strategies of Private Equity	60*50 MIN/60=12.5	25%
4	Exit strategies for Private Equity	60*50 MIN/60=12.5	25%
* Insert rows for more modules in the Course		Total	100

2.b Prerequisite Courses

No.	Semester	Name of the Course	Topic/s
1	III	Equity Market	Kinds of Private Equity
2	IV	Merchant Banking	Services of Merchant Banking
3			

2.c Relevance to Future Courses

No.	Semester	Name of the Course

1	II	M.COM
2	II	MMS
3		COURSES PROVIDED BY BSE

2.d Real Life Application Mapping – Mention Application from Very Common Day to Day Life

No.	Real Life Application Mapping with the Course
1	It will assist in personal Investing and Research Analyst
2	Assist in doing partnership deal
3	

3. Past Results – Division-Wise and Topic-Wise Result Based Analysis

Details	Target – March 2018	March-2017	March- 2016	March 2015
Course Passing % – Average of 3 Divisions				
Marks Obtained by Course Topper (mark/100)				

Year	Division A		Division B		Division C	
	Initials of Teacher	% Result	Initials of Teacher	% Result	Initials of Teacher	% Result
March-2017						
March-2016						
March-2015						

Topics which affect results negatively	Module Number	Recommendations to overcome these issues & improve result in future
Structure and Valuation approaches	II	GIVING Actual Case studies of companies and more problem based solutions

4 All the Learning Resources – Books and E-Resources

4.a List of Text Books (T – Symbol for Text Books) to be Referred by Students

Sr. No	Text Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Venture capital and Private Equity		Seth		
2	Venture Capital Deals	Brad Feld (Author), Jason Mendelson (Author)			

3	The Entrepreneurial Bible To Venture Capital	Andrew Romans			
4					
5					
6					

4.b List of Reference Books (R – Symbol for Reference Books) to be Referred by Students

Sr. No	Reference Book Titles	Author/s	Publisher	Edition	Module Nos.
1	The Masters of Private Equity and venture Capital	Robert Finkel	McGraw-Hill Edcation		
2	The Business of Venture capital	Mahendra Ransinghani	Wiley Finance		
3	Guide to Private Equity	CA Neha Bhuvani	Taxman		
4					
5					
6					

4.c List of E - Books (E – Symbol for E-Books) to be Referred by Students

Sr. No	E- Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Will be getting from library				
2					
3					
4					

4.d Web Links and Names of Magazines, Journals, E-journals – [VIT is member of IIT Bombay Library]

Refer online journals subscribed in VIT library. You can also access IIT Bombay online library for journals from IITB campus.

Sr. No.	Web-Links and Names of Journals and E-Journals Recommended to Students for this Course	Web-Links and Names of Magazines Recommended to Students for this Course	Module Nos.
1	https://www.wallstreetmojo.com/venture-capital-books/		
2	https://www.goodreads.com/shelf/show/venture-capital		
3	https://www.pw.org/content/venture_capital_literary_set		
4	https://www.entrepreneur.com/encyclopedia/venture-capital		
5			

6			
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4.e Module Best Available in - Tick the best resource [from 4.a to 4.d in this AAP] & give details

Module No.	Category (Please Tick Mark) - √						Available In VSIT Library?		Details of the Resource (i.e. Name, Chapter & Page No., etc.)
	Book			Magazine	Journals		Y	N	
	Text	Reference	E-Book		Regular	E-Journal			
1	✓								
2	✓								
3	✓								
4		✓						Y	

4.f Web Links for Online Notes/YouTube/VIT Digital Content/VIT Lecture Capture/NPTEL Videos

Students can view lectures by VIT professors, captured through LMS 'Lecture Capture' in VIT campus for previous years.

No.	Websites / Links	Module Nos.
1	Online Notes and PPT (slideshare.net)	I TO IV
2	Soft Copy Notes	I TO IV
3	PPTs	I TO IV
4	Graded Questions	I TO IV

4.g Recommended MOOC Courses like Coursera / NPTEL / MIT-OCW / edX etc.

Sr. No.	MOOC Course Link	Course conducted by – Person / University / Institute / Industry	Course Duration	Certificate (Y / N)
1	Online courses certification			

4.h Recommended Value Added Courses (VAC)

Sr. No.	Name of the Value Added Course	Conducted by – Person / Institute / Industry	Course Duration	Certificate (Y / N)
1	Certification In Investment Banking	BSE	30 Hours	YES

4.i Study Material Distributed among Students

Tick if distributed among students					
GQ	Notes	Digital Content	PPT	EQ (updated till the Last Exam)	Other (Write Details)
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	

5. Consolidated Course Lesson Plan

	From (date/month/year)	From (date/month/year)	Total Number of Weeks
Semester Duration			

Week	Lecture no.	Module No.	Lecture Topics / IA 1 and IA 2 / BSA planned to be covered	o	Actual date of Completion	COs	Recommended Prior Viewing / Reading	
							Lecture No. (on LMS)	Chapter No. / Page Nos./ Books/ Web Site
1			TLP- WORD FORMAT					
	1		Introduction to Venture Capital					
	2		Advantages and various stages of obtaining VCF					
	3		Types of VCF					
2	4		Methods of VCF					
	5		Introduction to Private Equity					
	6		Characteristics /benefits of Private equity					
3	7		Role of Private equity fund manager					
	9		Players in the PE Market					

	11		Difference between PE and VC					
4	12		Business Cycle of PE					
	13		Structure of VC/PE Funds and Firms					
	14		Route of VC/PE investments in India					
5	16		Limited Liability Partnership					
	17	II	Structure and Valuation approaches					
	19		Principles of Valuation and methodologies					
6	20		Valuation methodologies					
	21		Risk and Returns in Private Equity					
	23		Balancing Risk and reward					
7	24		Criteria for PE Investment					
	25		Valuation for Start ups					
	26		Valuation for Growth capital					
	27		Valuation of Established companies					
	29		Analysis of Funds					
	31	III	Introduction to PE Strategies					
	32		Strategies of Private Equity					
	33		Types of Strategies					

	34		Leverage Buyout					
	35		Growth /Mezzanine Capital					
1`	38		Distressed Buyout					
10	41		Due Diligence in Emerging PE					
	42		Procedure and challenges					
	43		Due Diligence for Start-up Co.					
	44		Case studies					
	46	IV	Introduction to Exit Strategies					
	47		Models of Exit and challenges Involved					
	48		Exit process					
12	49		Exit routes for PE/VC					
	50		IPO/ Promoters Buyback					
13	53		Sale to other strategic Investors					
	54		M&A's					
	55		Open Market/Secondary Market					
	59		Case Studies					
	60		Revisions					

6. Rubric for Grading and Marking of Term Work (inform students at the beginning of semester)

Lecture + Practical (% Attendance) & Marks	Assignments	Tutorial	Lab / Practical Performance	Lab Journal Assessment	Class Tests (Other than IA)	CLASS PARTICIPATION	Other (2) specify	Total
						5		5

7. Assignments / Tutorials Details (must attach print out of all questions together with AAP)

Assignment No.	Title of the Assignments / Tutorials	CO Map	Assignments given to Students on	Date of Submission
1				
2				
3				
4				

Analysis of Assignment / Tutorial Questions and Related Resources

Assignment No.	Week No.	Type* (√)	Module No.	Based on #	Question Type (√)
----------------	----------	-----------	------------	------------	-------------------

		R	UQ	OBT		Text Book	Reference Book	Other Learning Resource	MU EQ	Thought Provoking
1										
2										
3										
4										

* Tick (✓) the Type of the Assignment: Regular (R); Unannounced Quiz (UQ) ; Open Book Test for TY/SY/MASTERS (OBT)

Write number for Text book, reference book, other learning resource from this AAP – from Points 4.a to 4.d

8. Internal Assessment / Other Class Test / Open Book Test (OBT)/Take Home Test (THT) Details

Tests	Test Dates	Module No.	CO Map	IA Question Paper Pattern	Policy
1 st IA Test				Q1 – MCQ - 10 Marks Q2 – 1 numerical 5 Marks Q3 – 1 numerical 5 Marks 20 marks each for IA 1 & 2	No IA Re-test
2 nd IA Test					IA is a Head of passing *
Pop Quiz					
Open Book Test					
Take Home Test					
Class tests / prelims					
Class tests / prelims					
Any other test/exams					

* IA failures will have to appear for re-test in next semester

9.a Practical Activities – Regular Experiments

Practical No.	Module No.	Title of the Regular Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1					
2					
3					

4					
5					
6					
7					
8					
9					
10					

9.b Practical Activities – Newly Added Experiments

Practical No.	Module No.	Title of the Newly Added Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1					
2					

9.c Practical Activities – PBL Experiments

Practical No.	Module No.	Title of the PBL Experiments	Concepts to be highlighted	CO Map	Audit / Quality (0 to 4)
1					
2					

10. Beyond Syllabus Activities for Gap Mitigation

No.	Type of the Activity	Activities	Details – no of attendees, guest, feedback, mark sheet, report
1	Interaction with Outside World	Guest Lecture / Workshops	
2		Industrial Visit	
3	Test and Assessments	Class Tests – (other than IA)	
4		Mini Projects	
5		Pop Quiz	
6		Mobile App Based Quiz	

7		Open Book Test	
8		Take Home Test	
9	Collaborative and Group Activity	Poster Presentation	
10		Minute Papers	
11		Students Seminar	
12		Students Debates	
13		Panel Discussion / Mock GD	
14		Mock Interview	
15	Co-curricular Courses	MOOC-NPTEL/Courses Videos	
16		Value Added Courses	
17		Lecture Capture Usage	

*** Do not delete any activity. Give details for planned events. Write 'NA' for activity Not Planned.**

Consolidated Academic Administration Plan Prepared by (mention all theory teaching faculty names with signature)

Faculty 1 Name (Sign.)

Faculty 2 Name (Sign.)

Faculty 3 Name (Sign.)

External Industry Mentor (Sign.)

External Academic Mentor (Sign.)

VSIT Cluster Mentor Name (Sign.)

Head of Dept. (Sign.)

Version 2020-2021

The academic resources available in VSIT –

VMIS (ERP)	V-Refer and V-Live	VSIT Library	VAC & MOOC Courses
Institute & Department Vision and Mission	Former IA question papers and solutions (prepared by faculty)	Former IA question papers solutions - hardcopy	Value Added Courses (VAC) are conducted throughout the semester & in the semester break - Enrol for the VACs
Program Educational Objectives (PEO)	MU end semester examination question papers and solutions (prepared by faculty)	MU end semester exam question paper & solutions - by faculty, hardcopy	
Program Specific Outcome (PSO)	Class notes and Digital Content for the subject (scanned / typed by faculty)	All text books, reference books, e - books mentioned in the syllabus & AAP	Online courses from NPTEL, Coursera etc. are pursued throughout the semester - Register for the course & get certified
Program Outcome (PO)	Comprehensive question bank, EQ, GQ, PPT, Class Test papers	Technical journals and magazines for reference	
Departmental Knowledge Map	Academic Administration Plan & Beyond Syllabus Activity report	VSIT library is member of IIT Bombay Library	Watch former lectures captured in LMS at VSIT

1.a Course Objectives (write in detail – follow NBA guideline in this regard)

Cognitive	What do you want students to know?	To make students aware about the responsibilities, structure and functioning of responsibilities of an organization.
Affective	What do you want students to think / care about?	Students' will be able to understand & have knowledge about the about News Media & management of its houses

Behavioural	What do you want students to be able to do?	Students will have gained a perspective on the evolution of media in the last 25 years and on key current trends
-------------	---	--

1.b Course Outcome (CO) Statements and Module-Wise Mapping (follow NBA guideline)

CO No.	Statements	Related Module/s
CO1	To make students aware about the responsibilities, structure and functioning of responsibilities of an organization.	Unit 1
CO2	Students will be able to analyze individual media businesses and understand the Economic drivers of the media economy	Unit 2
CO3	Students will have developed hands-on experience as content marketers using journalistic and digital techniques	Unit 3
CO4	Students will have gained a perspective on the evolution of media in the last 25 years and on key current trends	Unit 4

S

1.c Mapping of COs with POs (mark S: Strong, M: Moderate, W: Weak, Dash ‘-’: not mapped)

	PO 1	PO 2	PO 3	PO 4	PO 5	PO 6	PO 7	PO 8	PO 9	PO 10	PO 11	PO 12
CO 1												
CO 2												
CO 3												
CO 4												
CO 5												

1.d

Mapping of COs with PSOs (mark S: Strong, M: Moderate, W: Weak, Dash '-':not mapped)

	PSO 1	PSO 2	PSO 3	PSO 4
CO 1				
CO 2				
CO 3				
CO 4				
CO 5				

1.e

Teaching and Examination Scheme (As specified by the University) for the Course

Categories	Mathematics	Computing / IT / Electronics	Humanities & Soft Skill	Social Sciences	Commerce	Management	Multidisciplinary
Tick suitable category						✓	

Subject Code	Subject Name	Teaching Scheme			Credits Assigned			
		Theory	Practical	Tutorial	Theory	TW/Practical	Tutorial	Total
	News Media Management	75			3			3

	Subject Name	Examination Scheme					
		Theory Marks	IA Test		TW	Practical	Oral

Subject Code		IA 1	IA 2	Sum of IA1 and IA2	End Sem. Exam Marks				
	News Media Management	20	05	25	75				100

1.f Faculty-Wise Distribution of all Lecture-Practical-Tutorial Hours for the Course

Divisions	Lecture (Hrs.)	Practical (Hrs.)				Tutorial (Hrs.)			
		Batch 1	Batch 2	Batch 3	Batch 4	Batch 1	Batch 2	Batch 3	Batch 4
(TYBMM)	50	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.

1.g Office Hours (Faculty will be available in office in this duration for solving students' query)

Division	Day	Time (at least 1 Hr. / Division)	Venue (Office Room No.)
B	Wednesday	11:00am - 12:00noon	Staff room well

2.a Syllabus: Module Wise Teaching Hours and % Weightage in University Question Paper

Module No.	Module Title and Brief Details	Teaching Hrs. for each module	% Weightage in University Question Papers
1	Introduction to News Media Management	10	25%
2	Organizational Structure	10	25%

3	Resource and supply chain, and marketing techniques	10	25%
4	Disruptive Technology and Media Business Models & Case Studies	10	25%
* Insert rows for more modules in the Course Total		40	100

2.b Prerequisite Courses

No.	Semester	Name of the Course	Topic/s
1.	1	Principles of Management	All
2			
3			

2.c Relevance to Future Courses

No.	Semester	Name of the Course
1.		
2.		
3.		
4.		

2.d Real Life Application Mapping – Mention Application from Very Common Day to Day Life

No.	Real Life Application Mapping with the Course
1	They will be able to use Marketing techniques & managing resources in the media company.
2	
3	
4	

3. Past Results – Division-Wise and Topic-Wise Result Based Analysis

Details	Target - Nov 2018	Nov 2017	Nov2016	Mar 2015
Course Passing % – Average of 3 Divisions	100%	NA		
Marks Obtained by Course Topper (mark/100)	NA	NA		

Year	Division A		Division B		Division C	
	Initials of Teacher	% Result	Initials of Teacher	% Result	Initials of Teacher	% Result
Nov 2017	THE SUBJECT INTRODUCED FOR THE FIRST TIME (FIRST TYBMM CLASS)					
Nov 2016						
Mar 2015						

Topics which affect results negatively	Module Number	Recommendations to overcome these issues & improve result in future
NA	-	-
NA	-	--

4 All the Learning Resources – Books and E-Resources

4.a List of Text Books (T – Symbol for Text Books) to be Referred by Students

Sr. No	Text Book Titles	Author/s	Publisher	Edition	Module Nos.
1					
2					
3					
4					

5					
---	--	--	--	--	--

4.b
List of Reference Books (R – Symbol for Reference Books) to be Referred by Students

Sr. No	Reference Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Media Monopoly	Ben Badgikian			
2	India's Communication Revolution from Bullock Carts to Cyber Carts	Arvind Singhal, Everett M Rogers			
3	Advertising and Integrated Marketing Communications	Kruti Shah			
4	Digital Branding: A Complete Step-by-Step Guide to Strategy, Tactics and Measurement	Daniel Rowle			
5.	Disruptive Innovation: Strategies for Enterprise Growth	Jayanta Bhattacharya			
6.	Understanding Company	Law Alstair Hudson			
7.	Newspaper organization and Management	Rucket and Williams			

4.c List of E - Books (E – Symbol for E-Books) to be Referred by Students

Sr. No	E- Book Titles	Author/s	Publisher	Edition	Module Nos.
1		M Khan			
2					

4.d Web Links and Names of Magazines, Journals, E-journals – [VIT is member of IIT Bombay Library]

Refer online journals subscribed in VIT library. You can also access IIT Bombay online library for journals from IITB campus.

Sr. No.	Web-Links and Names of Journals and E-Journals Recommended to Students for this Course	Web-Links and Names of Magazines Recommended to Students for this Course	Module Nos.
1			
2			

4.e Module Best Available in - Tick the best resource [from 4.a to 4.d in this AAP] & give details

Module No.	Category (Please Tick Mark) - √						Available In VSIT Library?		Details of the Resource (i.e. Name, Chapter & Page No., etc.)
	Book			Magazine	Journals		Y	N	
	Text	Reference	E-Book		Regular	E-Journal			
1	✓	✓	✓				Y		Unit 1-4
2	✓	✓	✓				Y		Unit 1-4
3	✓	✓	✓				Y		Unit 1-4
4	✓	✓	✓				Y		Unit 1-4

4.f Web Links for Online Notes/YouTube/VSIT Digital Content/VIT Lecture Capture/NPTEL Videos

Students can view lectures by VSIT professors, captured through LMS ‘Lecture Capture’ in VIT campus for previous years.

No.	Websites / Links	Module Nos.
1	Digital Content (live.vsit.edu.in)	1-4
2		1-2
3		3-4
4		
5		

4.g Recommended MOOC Courses like Coursera / NPTEL / MIT-OCW / edX etc.

Sr. No.	MOOC Course Link	Course conducted by – Person / University / Institute / Industry	Course Duration	Certificate (Y / N)
1				
2				

4.h Recommended Value Added Courses (VAC)

Sr. No.	Name of the Value Added Course	Conducted by – Person / Institute / Industry	Course Duration	Certificate (Y / N)
1				

4.i Study Material Distributed among Students

Tick if distributed among students					
GQ	Notes	Digital Content	PPT	EQ (updated till the Last Exam)	Other (Write Details)
✓	✓	✓	✓	✓	

5. Consolidated Course Lesson Plan

	From (date/month/year)	To (date/month/year)	Total Number of Weeks
Semester Duration	14/06/2020	15/11/2020	15

Week	Lecture no.	Module No.	Lecture Topics / IA 1 and IA 2 / BSA planned to be covered	Actual date of Completion	COs	Recommended Prior Viewing / Reading	
						Lecture No. (on LMS)	Chapter No. / Page Nos./ Books/ Web Site
	1	1	Truth, Ideology and News work				
	2	1	Broadcast Media Overview and				
	3	1	Contemporary Elements,				
	4	1	Proprietary concerns				

	5	1	Hierarchy Decision making				
	6	1	Dimensions and Image of Print Media:				
	7	1	Print Publishing Overview				
	8	1	Types of ownership				
3	9	1	Inter-relationship between departments,				
	10	1	Specialized training for skilled workers.				
	11	2	Costing classification and allocation				
	12	2	Nature of cost				
4	13	2	Factors affecting cost				
	14	2	Fixed and variable costs				
	15	2	Foreign Direct Investment				
	16	2	Cross Media Ownership				
5	17	2	Commercialization of Media				
	18	2	Press and Registration of Books Act				
	19	2	Relevant aspects of Company Law				
	20	2	Relevant aspects of Company Law				

6	21	3	Newsprint • Technology • Production process				
	22	3	Advertising revenue building and maintenance				
	23	3	Circulation revenue & Ways to cut cost and boost revenue				
	24	3	Brand building • Public Relations				
7	25	3	Newspaper's relation to its community ii. Understanding the target audience				
	26	3	Building goodwill , Promoting the newspaper's / site's services				
	27	3	Sales promotional activities.				
	28	3	Sales forecasting and planning				
8	29	3	Advertising the newspaper / website channel				
	30	3	Becoming a digital media brand				
	31	4	Role of research and readership surveys				
	32	4	The role of advertising				
9	33	4	From Web 1.0 to 2.0				
	34	4	Yahoo, Craigslist, Google,				
	35	4	Facebook, Twitter,				
	36	4	Whats App, Pinterest				

10	37	4	Case studies – Eenadu and Network 18				
	38	4	Expansion of Sky Network [Star Network in India]				
	39	4	Relevance of TAM Ratings in News Channels along with IRS Studies				
	40	4	Relevance of TAM Ratings in News Channels along with IRS Studies				

4

46. Rubric for Grading and Marking of Term Work (inform students at the beginning of semester)

Lecture + Practical (% Attendance) & Marks	Assignments	Tutorial	Lab / Practical Performance	Lab Journal Assessment	Class Tests (Other than IA)	Class participation	Other (2) Specify	Total
NA	NA	NA	NA	NA	20	5		5

7. Assignments / Tutorials Details (must attach print out of all questions together with AAP)

Assignment No.	Title of the Assignments / Tutorials	CO Map	Assignments given to Students on	Date of Submission

	•	CO1		
	•	CO2		
	•	CO3		
	•	CO4		

Analysis of Assignment / Tutorial Questions and Related Resources

Assignment No.	Week No.	Type* (√)			Module No.	Based on #			Question Type (√)	
		R	UQ	OBT		Text Book	Reference Book	Other Learning Resource	MU EQ	Thought Provoking
1	3	✓			1		✓		✓	
2	5	✓		✓	2		✓		✓	
3	8	✓			3		✓		✓	
4	11	✓		✓	4		✓		✓	

* Tick (√) the Type of the Assignment: Regular (R); Unannounced Quiz (UQ) ; Open Book Test for TY/SY/MASTERS (OBT)

Write number for Text book, reference book, other learning resource from this AAP – *from Points 4.a to 4.d*

8.

Internal Assessment / Other Class Test / Open Book Test (OBT)/Take Home Test (THT) Details

Tests	Test Dates	Module No.	CO Map	IA Question Paper Pattern	Policy
1 st IA Test	7 or 8 th Week	1 & 2	1 & 2	Q1 – MCQ - 10 Marks Q2 – Questions 5 Marks	No IA Re-test

2nd IA Test				Q3 – Questions 5 Marks 20 marks each for IA 1 & 2	IA is a Head of passing *
Pop Quiz	5 th week	1-2			
Open Book Test	6 th week	1-2			
Take Home Test	15 th week	1-4			
Class tests / prelims					
Class tests / prelims					
Any other test/exams					

*** IA failures will have to appear for re-test in next semester**

9.a Practical Activities – Regular Experiments

Practical No.	Module No.	Title of the Regular Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1					
2					
3					
4					
5					

6					
7					
8					
9					
10					

9.b Practical Activities – Newly Added Experiments

Practical No.	Module No.	Title of the Newly Added Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1					
2					

9.c Practical Activities – PBL Experiments

Practical No.	Module No.	Title of the PBL Experiments	Concepts to be highlighted	CO Map	Audit / Quality (0 to 4)
1	1-2			1-4	
2	1-2			1-4	
3	3			1-4	

10. Beyond Syllabus Activities for Gap Mitigation

No.	Type of the Activity	Activities	Details – no of attendees, guest, feedback, mark sheet, report
-----	----------------------	------------	--

1	Interaction with Outside World	Guest Lecture / Workshops	Yes
2		Industrial Visit	No
3	Test and Assessments	Class Tests – (other than IA)	Surprise test
4		Mini Projects	NA
5		Pop Quiz	Yes
6		Mobile App Based Quiz	NA
7		Open Book Test	Yes
8		Take Home Test	Yes
9	Collaborative and Group Activity	Poster Presentation	Yes
10		Minute Papers	NA
11		Students Seminar	NA
12		Students Debates	NA
13		Panel Discussion / Mock GD	yes
14		Mock Interview	NA
15	Co-curricular Courses	MOOC-NPTEL/Coursera Videos	NA
16		Value Added Courses	NA
17		Lecture Capture Usage	NA

*** Do not delete any activity. Give details for planned events. Write ‘NA’ for activity Not Planned.**

Consolidated Academic Administration Plan Prepared by (mention all theory teaching faculty names with signature)

Prof Sidra Usmani

Faculty 1 Name (Sign.)

Faculty 2 Name (Sign.)

Faculty 3 Name (Sign.)

External Industry Mentor (Sign.)
Mentor (Sign.)

External Academic

Mrs

Anindita Banarjee

VSIT Cluster Mentor Name (Sign.)
(Sign.)

Head of Dept.

The academic resources available in VSIT –

VMIS (ERP)	V-Refer and V-Live	VSIT Library	VAC & MOOC Courses
Institute & Department Vision and Mission	Former IA question papers and solutions (prepared by faculty)	Former IA question papers solutions - hardcopy	Value Added Courses (VAC) are conducted throughout the semester & in the semester break - Enrol for the VACs
Program Educational Objectives (PEO)	MU end semester examination question papers and solutions (prepared by faculty)	MU end semester exam question paper & solutions - by faculty, hardcopy	
Program Specific Outcome (PSO)	Class notes and Digital Content for the subject (scanned / typed by faculty)	All text books, reference books, e -books mentioned in the syllabus & AAP	Online courses from NPTEL, Coursera etc. are pursued throughout the semester - Register for the course & get certified
Program Outcome (PO)	Comprehensive question bank, EQ, GQ, PPT, Class Test papers	Technical journals and magazines for reference	
Departmental Knowledge Map	Academic Administration Plan & Beyond Syllabus Activity report	VSIT library is member of IIT Bombay Library	Watch former lectures captured in LMS at VSIT

1.a Course Objectives (write in detail – follow NBA guideline in this regard)

Cognitive	What do you want students to know?	Understand the Need & Importance of Central bank
Affective	What do you want students to think / care about?	Role & Responsibility of Central bank
Behavioural	What do you want students to be able to do?	Evaluate the various policies of Central bank

1.b Course Outcome (CO) Statements and Module-Wise Mapping (follow NBA guideline)

CO No.	Statements	Related Module/s
CO1	Understand the rationale & functions of Central Bank	Unit 1
CO2	Scope of Central banking in India	Unit 2
CO3	Objectives of Monetary Policy & Credit Policy	Unit 3
CO4	Linking the functioning of Central bank to Financial Stability	Unit 4
CO5		

1.c Mapping of COs with POs (mark S: Strong, M: Moderate, W: Weak, Dash '-': not mapped)

	PO 1	PO 2	PO 3	PO 4	PO 5	PO 6	PO 7	PO 8	PO 9	PO 10	PO 11	PO 12
CO 1												
CO 2												
CO 3												
CO 4												
CO 5												

1.d Mapping of COs with PSOs (mark S: Strong, M: Moderate, W: Weak, Dash ‘-’:not mapped)

	PSO 1	PSO 2	PSO 3	PSO 4
CO 1				
CO 2				
CO 3				
CO 4				
CO 5				

1.e Teaching and Examination Scheme (As specified by the University) for the Course

Categories	Mathematics	Computing / IT / Electronics	Humanities & Soft Skill	Social Sciences	Commerce	Management	Multidisciplinary
Tick suitable category					✓		

Subject Code	Subject Name	Teaching Scheme			Credits Assigned			
		Theory	Practical	Tutorial	Theory	TW/Practical	Tutorial	Total
USIT401	Central banking	75	--	--	3	-	--	3

Subject Code	Subject Name	Examination Scheme							
		Theory Marks IA Test			End Sem. Exam Marks	TW	Practical	Oral	Total
		IA 1	IA 2	Sum of IA1 and IA2					
USIT401	Central banking	20	05	25	75	--	--	--	100

1.f Faculty-Wise Distribution of all Lecture-Practical-Tutorial Hours for the Course

Divisions	Lecture (Hrs.)	Practical (Hrs.)				Tutorial (Hrs.)			
		Batch 1	Batch 2	Batch 3	Batch 4	Batch 1	Batch 2	Batch 3	Batch 4
A	3.33	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.
B	N.A	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.
C	N.A	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.

1.g Office Hours (Faculty will be available in office in this duration for solving students' query)

Division	Day	Time (at least 1 Hr. / Division)	Venue (Virtual Teams.)
A	Monday	2:30 pm– 3:30 pm	X 101

2.a Syllabus: Module Wise Teaching Hours and % Weightage in University Question Paper

Module No.	Module Title and Brief Details	Teaching Hrs. for each module	% Weightage in University Question Papers
1	Rationale & Functions of Central Bank	12.5	25
2	Central banking in India	12.5	25
3	Monetary Policy & Credit Policy	12.5	25
4	Supervision & Financial Stability	12.5	25
* Insert rows for more modules in the Course		Total	50
			100

2.b Prerequisite Courses

No.	Semester	Name of the Course	Topic/s
1	1	Principles & practices of Banking & Insurance	ALL
2	3	FC –Introduction to Banking	ALL
3	5	International Banking & Finance	Unit 2 & 3

2.c Relevance to Future Courses

No.	Semester	Name of the Course
1	2	M Com
2	3	MBA
3		

2.d Real Life Application Mapping – Mention Application from Very Common Day to Day Life

No.	Real Life Application Mapping with the Course
1	Understanding the Banking structure in India
2	Decision making mechanism of RBI

3. Past Results – Division-Wise and Topic-Wise Result Based Analysis

Details	Target - May 2021	May 2020	May 2019	May 2018
Course Passing % – Average of 3 Divisions	100%	100%	96	96
Marks Obtained by Course Topper (mark/100)				
	Division A	Division B	Division C	

Year	Initials of Teacher	% Result	Initials of Teacher	% Result	Initials of Teacher	% Result
May 2020	ABR	100%				
May 2019	VRG	96				
May 2018	NLK	96				

Topics which affect results negatively	Module Number	Recommendations to overcome these issues & improve result in future
None		

4 All the Learning Resources – Books and E-Resources

4.a List of Text Books (T – Symbol for Text Books) to be Referred by Students

Sr. No	Text Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Central banking	Gordon E Natrajan	Pearson		ALL
2	Central Banking	ROLAND UITTENBOGAARD	SPRINGR		ALL

4.b List of Reference Books (R – Symbol for Reference Books) to be Referred by Students

Sr. No	Reference Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Banking Reforms	Subhalakshmi V			3,4
2	Bank Credit	Purshotam Ashok			2
3	Banking In India	Ujwala , Shahi			1

4.c List of E - Books (E – Symbol for E-Books) to be Referred by Students

Sr. No	E- Book Titles	Author/s	Publisher	Edition	Module Nos.
1	https://bookboon.com/en/central-banking-monetary-policy-an-introduction-ebook	Dr. A P Faure	Book and Boon		
2					
3					
4					

4.d Web Links and Names of Magazines, Journals, E-journals – [VIT is member of IIT Bombay Library]

Refer online journals subscribed in VIT library. You can also access IIT Bombay online library for journals from IITB campus.

Sr.	Web-Links and Names of Journals and E-Journals Recommended to Students for this	Module
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No.	Course	Nos.
1	http://www.extramarks.com/icse-class-10/economics-money-and-banking-central-bank-and-credit-control	1
2	http://www.jagranjosh.com/bankers-adda-st-1415345524	2,3
3	http://study.com/academy/lesson/central-bank-of-india-function-roles.html	1
4	https://www.thebalance.com/what-is-monetary-policy-objectives-types-and-tools-3305867	3
5	https://rbi.org.in/Scripts/OccasionalPublications.aspx?head=Banking%20Regulation%20Act	4
6		

4.e

Module Best Available in - Tick the best resource [from 4.a to 4.d in this AAP] & give details

Module No.	Category (Please Tick Mark) - √						Available In VSIT Library?		Details of the Resource (i.e. Name, Chapter & Page No., etc.)
	Book			Magazine	Journals		Y	N	
	Text	Reference	E-Book		Regular	E-Journal			
1	✓								
2	√	√					√		
3	√	√					√		
4	√						√		
5							√		

4.f

Web Links for Online Notes/YouTube/VSIT Digital Content/VIT Lecture Capture/NPTEL Videos

Students can view lectures by VSIT professors, captured through LMS 'Lecture Capture' in VIT campus for previous years.

No.	Websites / Links	Module Nos.
1	https://www.youtube.com/watch?v=UNqjwxbhqC4	1
2	https://www.youtube.com/watch?v=K6VxrO_c69Q	1 & 2
3	https://www.khanacademy.org/economics-finance-domain/macroeconomics/aggregate-supply-demand-topic/monetary-fiscal-policy/v/monetary-and-fiscal-policy	2 & 3
4	https://www.youtube.com/watch?v=tULRch1PRQ	2 & 3
5	https://www.youtube.com/watch?v=ZLDpTsOrmDA	4

4.g

Recommended MOOC Courses like Coursera / NPTEL / MIT-OCW / edX etc.

Sr. No.	MOOC Course Link	Course conducted by – Person / University / Institute / Industry	Course Duration	Certificate (Y / N)
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1				
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4.h Recommended Value Added Courses (VAC)

Sr. No.	Name of the Value Added Course	Conducted by – Person / Institute / Industry	Course Duration	Certificate (Y / N)
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4.i Study Material Distributed among Students

Tick if distributed among students					
GQ	Notes	Digital Content	PPT	EQ (updated till the Last Exam)	Other (Write Details)
√	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	√	

5. Consolidated Course Lesson Plan

	From (date/month/year)	To (date/month/year)	Total Number of Weeks
Semester Duration	11/01/2021	April 2021	14

Week	Lecture no.	Module No.	Lecture Topics / IA 1 and IA 2 / BSA planned to be covered	Actual date of Completion	COs	Recommended Prior Viewing / Reading	
						Lecture No. (on LMS)	Chapter No. / Page Nos./ Books/ Web Site
1	1	1	Introduction and Overview of Central Banking				
	2	1	Growth and functions of Central Bank				
	3	1	Role of Central Bank				
2	4	1	Goals of Central Bank				
	5	1	Contemporary Issues -Desirability of CB, Accountability of CB				
	6	1	Real Time Cases of Transparency				
3	7	2	Organisational Structure and Role as a Central Baker				
	8	2	Conflict with fiscal policies, Organisational evolution of RBI				

	9	2	Regulatory Role RBI,				
4	10	2	RBI and Monetary Policy				
	11	2	Case Study – CRR Cuts				
	12	2	Case Study- MP: A question on Tools				
5	13	2	RBI and Fiscal Policy				
	14	2	Case Study – Issue of Reserves Caused Friction				
	15	2	Revision of Unit 1 and 2				
6	16	3	Regulation and Supervision Banking Regulation Act 1949				
	17	3	Function od Dept of Super visory				
	18	3	Regulation Review Authority				
7	19	3	ET Discussion in Classroom: Prompt Corrective Action and Capital Adequacy				
	20	3	Case Study Change in PCA Norms				
	21	3	On site and offsite Monitoring - Principles				
8	22	3	Onsite Inspection				
	23	3	Offsite Monitoring In India and different Countries				
	24	3	RBI and Financial System - Structure				
9	25	3	Functions and Characteristics				
	26	3	Indian Money Market				

	27	3	Indian Capital Market				
10	28	3	Credit Policy – Objective				
	29	3	Liquidity management				
	30	3	Risk Management in Banks				
11	31	3	The Basel Norms, Prudent Norms				
	32	3	Effect of Liberalisation & Globalisation International Standards & Codes				
	33	4	Central Banking in selected countries				
12	34	4	Central Banking in selected countries				
	35	4	Case Study				
	36	5	International Financial Institutions				
13	37	5	Interconnectivity of Central Bank with Int Financial Institutions				
	38	3	Central Banking in Cyber World				
	39	3	Issues related to Monetary policy and Risk in IT era				
14	40	3	Revision				

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6. Rubric for Grading and Marking of Term Work (inform students at the beginning of semester)

Lecture + Practical (% Attendance) & Marks	Assignments	Tutorial	Lab / Practical Performance	Lab Journal Assessment	Class Tests (Other than IA)	Class participation	Other (2) specifying	Total
						05		05

7. Assignments / Tutorials Details (must attach print out of all questions together with AAP)

Assignment No.	Title of the Assignments / Tutorials	CO Map	Assignments given to Students on	Date of Submission
1	Unit 1			
2	Unit 2			
3	Unit 3			
4	Unit 4			
5	Unit 5			

Analysis of Assignment / Tutorial Questions and Related Resources

Assignment No.	Week No.	Type* (√)			Module No.	Based on #			Question Type (√)	
		R	UQ	OBT		Text Book	Reference Book	Other Learning Resource	MU EQ	Thought Provoking
1	3		√		1	√		√	√	
2	7		√		2	√		√	√	√

3	10		√	√	3	√		√	√	
4	13		√	√	4	√		√	√	√
5								√		

* Tick (√) the Type of the Assignment: Regular (R); Unannounced Quiz (UQ) ; Open Book Test for TY/SY/MASTERS (OBT)
Write number for Text book, reference book, other learning resource from this AAP – from Points 4.a to 4.d

8. Internal Assessment / Other Class Test / Open Book Test (OBT)/Take Home Test (THT) Details

Tests	Test Dates	Module No.	CO Map	IA Question Paper Pattern	Policy
1 st IA Test				Q1 – MCQ - 10 Marks Q2 – 1 numerical 5 Marks Q3 – 1 numerical 5 Marks 20 marks each for IA 1 & 2	No IA Re-test
2nd IA Test					IA is a Head of passing *
Pop Quiz		1,2			
Open Book Test		1,2,3,4			
Take Home Test		3,4			
Class tests / prelims					
Class tests / prelims					
Any other test/exams					

* IA failures will have to appear for re-test in next semester

9.a Practical Activities – Regular Experiments

Practical No.	Module No.	Title of the Regular Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1	1	Case Studies			
2	2	Data Collection			
3	3	Preparation of Basel Norms			
4	4	Collection of News related to other countries banks			

5					
6					
7					
8					
9					
10					

9.b Practical Activities – Newly Added Experiments

Practical No.	Module No.	Title of the Newly Added Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1					
2					

9.c Practical Activities – PBL Experiments

Practical No.	Module No.	Title of the PBL Experiments	Concepts to be highlighted	CO Map	Audit / Quality (0 to 4)
1					
2					

10. Beyond Syllabus Activities for Gap Mitigation

No.	Type of the Activity	Activities	Details – no of attendees, guest, feedback, mark sheet, report
1	Interaction with Outside World	Guest Lecture / Workshops	
2		Industrial Visit	
3	Test and Assessments	Class Tests – (other than IA)	√
4		Mini Projects	√
5		Pop Quiz	√
6		Mobile App Based Quiz	√
7		Open Book Test	√

8		Take Home Test	√
9	Collaborative and Group Activity	Poster Presentation	
10		Minute Papers	√
11		Students Seminar	
12		Students Debates	
13		Panel Discussion / Mock GD	√
14		Mock Interview	√
15	Co-curricular Courses	MOOC-NPTEL/Coursera Videos	
16		Value Added Courses	
17		Lecture Capture Usage	

*** Do not delete any activity. Give details for planned events. Write 'NA' for activity Not Planned.**

Consolidated Academic Administration Plan Prepared by (mention all theory teaching faculty names with signature)

Faculty 1 Name (Sign.)

Faculty 2 Name (Sign.)

Faculty 3 Name (Sign.)

External Industry Mentor (Sign.)

External Academic Mentor (Sign.)

VSIT Cluster Mentor Name (Sign.)

Head of Dept. (Sign.)

The academic resources available in VSIT –

VMIS (ERP)	V-Refer and V-Live	VSIT Library	VAC & MOOC Courses
Institute & Department Vision and Mission	Former IA question papers and solutions (prepared by faculty)	Former IA question papers solutions - hardcopy	Value Added Courses (VAC) are conducted throughout the semester & in the semester break - Enrol for the VACs
Program Educational Objectives (PEO)	MU end semester examination question papers and solutions (prepared by faculty)	MU end semester exam question paper & solutions - by faculty, hardcopy	
Program Specific Outcome (PSO)	Class notes and Digital Content for the subject (scanned / typed by faculty)	All text books, reference books, e -books mentioned in the syllabus & AAP	Online courses from NPTEL, Coursera etc. are pursued throughout the semester - Register for the course & get certified
Program Outcome (PO)	Comprehensive question bank, EQ, GQ, PPT, Class Test papers	Technical journals and magazines for reference	
Departmental Knowledge Map	Academic Administration Plan & Beyond Syllabus Activity report	VSIT library is member of IIT Bombay Library	Watch former lectures captured in LMS at VSIT

1.a Course Objectives (write in detail – follow NBA guideline in this regard)

Cognitive	What do you want students to know?	To familiarise with the terminologies of Auditing
Affective	What do you want students to think / care about?	Creates interest in learning auditing in depth for their future career
Behavioural	What do you want students to be able to do?	Students can understand the Balance sheet and revenue statement of banks and understands the ways to trace out manipulation in baking and financial statements

1.b Course Outcome (CO) Statements and Module-Wise Mapping (follow NBA guideline)

CO No.	Statements	Related Module/s
CO1	Understands auditing of companies and appointment of company auditor	Unit 1
CO2	Gain knowledge of audit of Bank and Insurance	Unit 2 and 3
CO3	Acquires information on new areas of auditing	Unit 4
CO4	Acquires knowledge on professional ethics and misconduct	Unit 5
CO5		

1.c Mapping of COs with POs (mark S: Strong, M: Moderate, W: Weak, Dash ‘-’: not mapped)

	PO 1	PO 2	PO 3	PO 4	PO 5	PO 6	PO 7	PO 8	PO 9	PO 10	PO 11	PO 12
CO 1												

CO 2												
CO 3												
CO 4												
CO 5												

1.d Mapping of COs with PSOs (mark S: Strong, M: Moderate, W: Weak, Dash ‘-’:not mapped)

	PSO 1	PSO 2	PSO 3	PSO 4
CO 1				
CO 2				
CO 3				
CO 4				
CO 5				

1.e Teaching and Examination Scheme (As specified by the University) for the Course

Categories	Mathematics	Computing / IT / Electronics	Humanities & Soft Skill	Social Sciences	Commerce	Management	Multidisciplinary
Tick suitable category					✓		

Subject Code	Subject Name	Teaching Scheme			Credits Assigned			
		Theory	Practical	Tutorial	Theory	TW/Practical	Tutorial	Total
	Auditing	75	--	--	3	-	--	3

Subject Code	Subject Name	Examination Scheme							
		Theory Marks IA Test			End Sem. Exam Marks	TW	Practical	Oral	Total
		IA 1	IA 2	Sum of IA1 and IA2					
	Auditing	20	05	25	75	--	--	--	100

1.f Faculty-Wise Distribution of all Lecture-Practical-Tutorial Hours for the Course

Divisions	Lecture (Hrs.)	Practical (Hrs.)				Tutorial (Hrs.)			
		Batch 1	Batch 2	Batch 3	Batch 4	Batch 1	Batch 2	Batch 3	Batch 4
A	3	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.

1.g Office Hours (Faculty will be available in office in this duration for solving students' query)

Division	Day	Time (at least 1 Hr. / Division)	Venue (Office Room No.)
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A			
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2.a Syllabus: Module Wise Teaching Hours and % Weightage in University Question Paper

Module No.	Module Title and Brief Details	Teaching Hrs. for each module	% Weightage in University Question Papers
1	Audit of Limited Companies	8	Equal
2	Audit of Banking Companies	8	Equal
3	Audit of Insurance Companies	8	Equal
4	New Areas of Auditing	8	Equal
5	Professional Ethics and Misconduct	8	Equal
* Insert rows for more modules in the Course Total		40	100

2.b Prerequisite Courses

No.	Semester	Name of the Course	Topic/s
1	1	FYBBI	Ability to analyses financial statement for its true and fair view
2	5	TY BBI	Auditing I – Basics of auditing terminology

2.c Relevance to Future Courses

No.	Semester	Name of the Course
1		CA, CMA, CS

2.d Real Life Application Mapping – Mention Application from Very Common Day to Day Life

No.	Real Life Application Mapping with the Course
1	It will help when students choose auditor of a company

3. Past Results – Division-Wise and Topic-Wise Result Based Analysis

Details	Target May 2021	October, 2020	April 2019	April 2017
Course Passing %	100%	100%	95%	94%

Marks Obtained by Course Topper (mark/100)				
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Year	Division A		Division B		Division C	
	Initials of Teacher	% Result	Initials of Teacher	% Result	Initials of Teacher	% Result
October 2020	J Gunasundari	100%				
April 2019	Vivek Gupta	100%				
April 2018	Vivek Gupta	95%				

Topics which affect results negatively	Module Number	Recommendations to overcome these issues & improve result in future
		NA

4 All the Learning Resources – Books and E-Resources

4.a List of Text Books (T – Symbol for Text Books) to be Referred by Students

Sr. No	Text Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Dr.SMeenakumari – Fundamentals of Auditing				
2	BaldevSachdeva&Jagwant Singh Pardeep Kumar – Auditing theory & Practice				

4.b List of Reference Books (R – Symbol for Reference Books) to be Referred by Students

Sr. No	Reference Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Auditing	Kumar Sharma	PH1	3	All
2	Auditing	Varsha Ainnapure	PH1		All
3	Auditing	Taxman Pankag Garg			All
4	Auditing Principles & Practices	SK Basu			
5	Auditing Principles & Problems, SahityaBhavan, Agra	Sharma, T.			
6	Practical Auditing	Spicer & Pegler			
7	Auditing Today	Woolf, Emile			
8	Fundamentals of Auditing		Pearson		

4.c List of E - Books (E – Symbol for E-Books) to be Referred by Students

Sr. No	E- Book Titles	Author/s	Publisher	Edition	Module Nos.
1					

4.d Web Links and Names of Magazines, Journals, E-journals – [VIT is member of IIT Bombay Library]

Refer online journals subscribed in VIT library. You can also access IIT Bombay online library for journals from IITB campus.

Sr. No.	Web-Links and Names of Journals and E-Journals Recommended to Students for this Course	Web-Links and Names of Magazines Recommended to Students for this Course	Module Nos.
1	Slideshare.com	Directory of open access book	All
2	AuditingandAssuranc-ebook, http://lib.mylibrary.com		All
3			All

4.e Module Best Available in - Tick the best resource [from 4.a to 4.d in this AAP] & give details

Module No.	Category (Please Tick Mark) - √						Available In VSIT Library?		Details of the Resource (i.e. Name, Chapter & Page No., etc.)
	Book			Maga-zine	Journals		Y	N	
	Text	Reference	E-Book		Regular	E-Journal			
1		√					√		All

4.f Web Links for Online Notes/YouTube/VSIT Digital Content/VIT Lecture Capture/NPTEL Videos

Students can view lectures by VSIT professors, captured through LMS 'Lecture Capture' in VIT campus for previous years.

No.	Websites / Links	Module Nos.
1	http://onlinecourses.nptel.ac.in/noc17_mg03	All
2		All

4.g Recommended MOOC Courses like Coursera / NPTEL / MIT-OCW / edX etc.

Sr. No.	MOOC Course Link	Course conducted by – Person / University / Institute / Industry	Course Duration	Certificate (Y / N)
1				

4.h Recommended Value Added Courses (VAC)

Sr. No.	Name of the Value Added Course	Conducted by – Person / Institute / Industry	Course Duration	Certificate (Y / N)
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4.i Study Material Distributed among Students

1

Tick if distributed among students					
GQ	Notes	Digital Content	PPT	EQ (updated till the Last Exam)	Other (Write Details)
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

5. Consolidated Course Lesson Plan

	From (date/month/year)	To (date/month/year)	Total Number of Weeks
Semester Duration	11-01-2021		14

Week	Lecture no.	Module No.	Lecture Topics / IA 1 and IA 2 / BSA planned to be covered	Actual date of Completion	COs	Recommended Prior Viewing / Reading	
						Lecture No. (on LMS)	Chapter No. / Page Nos./ Books/ Web Site
1	1	1	Qualifications, Disqualifications, Appointment, Removal		1		
	2	1	Remuneration of Auditors, Audit Ceiling		1		
	3	1	Status, Power, Duties and Liabilities of Auditors,		1		
2	4	1	Branch Audit, Joint Audit, Special Audit.		1		
	5	1	Maintenance of Books of Account –Related Party Disclosures,		1		
	6	1	Segment Reporting, Divisible Profit, Dividend and Depreciation (Companies Act, Standards on Accounting, Legal Decisions and Auditor's Responsibility),		1		
3	7	1	Representations by Management, Contents of Annual Report.		1		
	8	1	Definition, Distinction between Report and Certificate, Types of Reports/Opinion		1		

	9	1				
4	10	1	PBL – Discussion of Audit report of a company		1	
	11	2	Introduction of Banking Companies, Form and Content of Financial Statements,		1	
	12	2	Qualifications of Auditor, Appointment of Auditor,		1	
5	13	2	Remuneration of Auditor, Power of Auditor,		1	
	14	2	Auditor’s Report, Format of Audit Report,		2	
	15	2	Long Form Audit Report, Conducting an Audit, Initial Consideration by Statutory Audit		2	
6	16	2	Internal Control System, Verifications of Assets and Balances		2	
	17	3	Audit of Companies carrying General Insurance Business,		3	
	18	3	Audit of Companies carrying General Insurance Business,		3	
7	19	3	Audit of Companies carrying Life Insurance Business,		3	
	20	3	Audit of Companies carrying Life Insurance Business		3	
	21	3	Applicability of Accounting Standards (AS 3, 4,9,13,17),		3	
8	22	3	Applicability of Accounting Standards (AS 3, 4,9,13,17),		3	
	23	3	Books and Registers to be maintained, Submission of Reports and Returns,		3	
	24	3	Audit of Accounts, Preparation of Audit and Internal Controls		3	
9	25	4	Introduction to Cost Audit, Human Resource Audit,		4	

	26	4	Management Audit, Operational Audit, Forecast Audit,		4		
	27	4	Social Audit, Tax Audit,		4		
10	28	4	Forensic Audit and Environmental (Green) Audit		4		
	29	4	. Audit in an EDP Environment, Introduction		4		
	30	4	General Approach to EDP Based Audit and Special Techniques for Auditing in an EDP Environment		4		
11	31	4	General Approach to EDP Based Audit and Special Techniques for Auditing in an EDP Environment		4		
	32	4	General Approach to EDP Based Audit and Special Techniques for Auditing in an EDP Environment		4		
	33	5	Introduction, Meaning of Professional Ethics		5		
12	34	5	Meaning of Professional Misconduct,		5		
	35	5	Schedules to the Chartered Accountants Act, 1949 Relating to Professional Misconduct		5		
	36	5	Schedules to the Chartered Accountants Act, 1949 Relating to Professional Misconduct		5		
13	37	5	Schedules to the Chartered Accountants Act, 1949 Relating to Professional Misconduct		5		
	38	5	, Enquiry into Charges of Misconduct of Chartered Accountants.		5		
	39	5	Enquiry into Charges of Misconduct of Chartered Accountants.		5		
14	40	5	Enquiry into Charges of Misconduct of Chartered Accountants.		5		

6. Rubric for Grading and Marking of Term Work (inform students at the beginning of semester)

Lecture + Practical	Assignments	Tutorial	Lab / Practical Performance	Lab Journal Assessment	Class Tests	Class participation	Other (2)	Total
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(% Attendance) & Marks					(Other than IA)		specif y	
						05		05

7. Assignments / Tutorials Details (must attach print out of all questions together with AAP)

Assignment No.	Title of the Assignments / Tutorials	CO Map	Assignments given to Students on	Date of Submission
1	Preparation of LFR	CO2		
2				
3				

Analysis of Assignment / Tutorial Questions and Related Resources

Assignment No.	Week No.	Type* (√)			Module No.	Based on #			Question Type (√)	
		R	UQ	OBT		Text Book	Reference Book	Other Learning Resource	MU EQ	Thought Provoking
1	4							(√)		(√)
2										
3										
4										
5										

* Tick (√) the Type of the Assignment: Regular (R); Unannounced Quiz (UQ) ; Open Book Test for TY/SY/MASTERS (OBT)

Write number for Text book, reference book, other learning resource from this AAP – from Points 4.a to 4.d

8. Internal Assessment / Other Class Test / Open Book Test (OBT)/Take Home Test (THT) Details

Tests	Test Dates	Module No.	CO Map	IA Question Paper Pattern	Policy

1 st IA Test				Q1 – MCQ - 10 Marks Q2 – 1 numerical 5 Marks Q3 – 1 numerical 5 Marks 20 marks each for IA 1 & 2	No IA Re-test
2nd IA Test					IA is a Head of passing *
Pop Quiz					
Open Book Test	5 th Week	4			
Take Home Test					
Class tests / prelims					
Class tests / prelims					
Any other test/exams					

* IA failures will have to appear for re-test in next semester

9.a Practical Activities – Regular Experiments

Practical No.	Module No.	Title of the Regular Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1					
2					
3					
4					
5					
6					
7					
8					
9					
10					

9.b Practical Activities – Newly Added Experiments

Practical No.	Module No.	Title of the Newly Added Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1					
2					

9.c Practical Activities – PBL Experiments

Practical No.	Module No.	Title of the PBL Experiments	Concepts to be highlighted	CO Map	Audit / Quality (0 to 4)
1	1	PBL – Discussion of Audit report of a company	Content and format of audit report	1	
2	2	PBL – Report on Green auditing by a company	Green audit	2	

10. Beyond Syllabus Activities for Gap Mitigation

No.	Type of the Activity	Activities	Details – no of attendees, guest, feedback, mark sheet, report
1	Interaction with Outside World	Guest Lecture / Workshops	(√)
2		Industrial Visit	
3	Test and Assessments	Class Tests – (other than IA)	(√)
4		Mini Projects	
5		Pop Quiz	
6		Mobile App Based Quiz	
7		Open Book Test	(√)
8		Take Home Test	
9	Collaborative and Group Activity	Poster Presentation	(√)
10		Minute Papers	
11		Students Seminar	
12		Students Debates	
13		Panel Discussion / Mock GD	
14		Mock Interview	
15	Co-curricular Courses	MOOC-NPTEL/Coursera Videos	
16		Value Added Courses	

17	Lecture Capture Usage	
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*** Do not delete any activity. Give details for planned events. Write 'NA' for activity Not Planned.**

Consolidated Academic Administration Plan Prepared by (mention all theory teaching faculty names with signature)

Faculty 1 Name (Sign.)

Faculty 2 Name (Sign.)

Faculty 3 Name (Sign.)

External Industry Mentor (Sign.)

External Academic Mentor (Sign.)

VSIT Cluster Mentor Name (Sign.)

Head of Dept. (Sign.)

The academic resources available in VSIT –

VMIS (ERP)	V-Refer and V-Live	VSIT Library	VAC & MOOC Courses
Institute & Department Vision and Mission	Former IA question papers and solutions (prepared by faculty)	Former IA question papers solutions - hardcopy	Value Added Courses (VAC) are conducted throughout the semester & in the semester break - Enrol for the VACs
Program Educational Objectives (PEO)	MU end semester examination question papers and solutions (prepared by faculty)	MU end semester exam question paper & solutions - by faculty, hardcopy	
Program Specific Outcome (PSO)	Class notes and Digital Content for the subject (scanned / typed by faculty)	All text books, reference books, e-books mentioned in the syllabus & AAP	Online courses from NPTEL, Coursera etc. are pursued throughout the semester - Register for the course & get certified
Program Outcome (PO)	Comprehensive question bank, EQ, GQ, PPT, Class Test papers	Technical journals and magazines for reference	
Departmental Knowledge Map	Academic Administration Plan & Beyond Syllabus Activity report	VSIT library is member of IIT Bombay Library	Watch former lectures captured in LMS at VSIT

1.a Course Objectives (write in detail – follow NBA guideline in this regard)

Cognitive	What do you want students to know?	To highlight the role of human resources in success of an enterprise
Affective	What do you want students to think / care about?	To understand various processes involved in increasing the value of human assets
Behavioural	What do you want students to be able to do?	To understand ways for maintaining high employees morale and sound human relations by sustaining and improving the various conditions and facilities

1.b Course Outcome (CO) Statements and Module-Wise Mapping (follow NBA guideline)

CO No.	Statements	Related Module/s
CO1	To highlight the role of human resources in success of an enterprise	Unit 1
CO2	To understand various processes involved in increasing the value of human assets	Unit 2 & 3
CO3	To understand ways for maintaining high employees morale and sound human relations by sustaining and improving the various conditions and facilities	Unit 4 & 5

1.c Mapping of COs with POs (mark S: Strong, M: Moderate, W: Weak, Dash ‘-’: not mapped)

	PO 1	PO 2	PO 3	PO 4	PO 5	PO 6	PO 7	PO 8	PO 9	PO 10	PO 11	PO 12
CO 1												
CO 2												
CO 3												
CO 4												
CO 5												

1.d Mapping of COs with PSOs (mark S: Strong, M: Moderate, W: Weak, Dash ‘-’:not mapped)

	PSO 1	PSO 2	PSO 3	PSO 4
CO 1				
CO 2				
CO 3				
CO 4				
CO 5				

1.e Teaching and Examination Scheme (As specified by the University) for the Course

Categories	Mathematics	Computing / IT / Electronics	Humanities & Soft Skill	Social Sciences	Commerce	Management	Multidisciplinary
Tick suitable category						✓	

Subject Code	Subject Name	Teaching Scheme			Credits Assigned			
		Theory	Practical	Tutorial	Theory	TW/Practical	Tutorial	Total
	HUMAN RESOURCE MANAGEMENT	100	--	--	3	-	--	

Subject Code	Subject Name	Examination Scheme							
		Theory Marks IA Test			End Sem. Exam Marks	TW	Practical	Oral	Total
		IA 1	IA 2	Sum					
	HUMAN RESOURCE MANAGEMENT	20	05	25	75	--	--	--	100

1.f Faculty-Wise Distribution of all Lecture-Practical-Tutorial Hours for the Course

Divisions	Lecture (Hrs.)	Practical (Hrs.)				Tutorial (Hrs.)			
		Batch 1	Batch 2	Batch 3	Batch 4	Batch 1	Batch 2	Batch 3	Batch 4
A									
B									
C									

1.g Office Hours (Faculty will be available in office in this duration for solving students' query)

Division	Day	Time (at least 1 Hr. / Division)	Venue (Office Room No.)
A	SATURDAY	4 – 5 p. m	ONLINE
B			
C			

2.a Syllabus: Module Wise Teaching Hours and % Weightage in University Question Paper

Module No.	Module Title and Brief Details	Teaching Hrs. for each module	% Weightage in University Question Papers

1	Framework of Human Resource Management	10	25
2	HR Procurement	10	25
3	HR Planning and Recruitment	6	10
4	Training & Development	4	15
5	Compensation	10	25
* Insert rows for more modules in the Course		Total	40
			100

2.b Prerequisite Courses

No.	Semester	Name of the Course	Topic/s
1	12 TH STD	OCM	PLANNING
2			
3			

2.c Relevance to Future Courses

No.	Semester	Name of the Course
1	1	PGDM IN MARKETING AND HR
2	1 & 2	MBA IN HR

2.d Real Life Application Mapping – Mention Application from Very Common Day to Day Life

No.	Real Life Application Mapping with the Course
1	HR EXECUTIVE
2	HR MANAGER

3. Past Results – Division-Wise and Topic-Wise Result Based Analysis

Details	Target March 2019-2020	March 2019	March 2018	Mar 2017
Course Passing % – Average of A Divisions	100	100%	97%	96%
Marks Obtained by Course Topper (mark/100)		83	78	84

Division A		
Year	Initials of Teacher	% Result

Dec 2019	MT	100%
Dec 2018	MT	97%
Dec 2017	ND	96%

Topics which affect results negatively	Module Number	Recommendations to overcome these issues & improve result in future
Job analysis and Job evaluation	2	To give them more relevant and practical examples

4 All the Learning Resources – Books and E-Resources

4.a List of Text Books (T – Symbol for Text Books) to be Referred by Students

Sr. No	Text Book Titles	Author/s	Publisher	Edition	Module Nos.
1	HUMAN RESOURCE MANAGEMENT	Bhavana Chauhan	SETH		1-4
2	HUMAN RESOURCE MANAGEMENT		VIPUL		1-5

4.b List of Reference Books (R – Symbol for Reference Books) to be Referred by Students

Sr. No	Reference Book Titles	Author/s	Publisher	Edition	Module Nos.
1	HUMAN RESOURCE MANAGEMENT	Gordon E Natrajan			
2	HUMAN RESOURCE MANAGEMENT	Himanshu			
3	HUMAN RESOURCE MANAGEMENT	Agarwal Op			

4.c List of E - Books (E – Symbol for E-Books) to be Referred by Students

Sr. No	E- Book Titles	Author/s	Publisher	Edition	Module Nos.
1					
2					
3					
4					

4.d Web Links and Names of Magazines, Journals, E-journals – [VIT is member of IIT Bombay Library]

Refer online journals subscribed in VIT library. You can also access IIT Bombay online library for journals from IITB campus.

Sr. No.	Web-Links and Names of Journals and E-Journals Recommended to Students for this Course	Web-Links and Names of Magazines Recommended to Students for this Course	Module Nos.
1	http://www.whatishumanresource.com/human-resource-management		1
2	https://content.wisestep.com/performance-appraisal-meaning-objectives-methods-process/		3
3	https://studiousguy.com/human-resource-planning/		2

4.e Module Best Available in - Tick the best resource [from 4.a to 4.d in this AAP] & give details

Module No.	Category (Please Tick Mark) - √						Available In VSIT Library?		Details of the Resource (i.e. Name, Chapter & Page No., etc.)
	Book			Magazine	Journals		Y	N	
	Text	Reference	E-Book		Regular	E-Journal			
1	✓	✓					✓		Module 1-4
2									
3									
4									
5									

4.f Web Links for Online Notes/YouTube/VSIT Digital Content/VIT Lecture Capture/NPTEL Videos

Students can view lectures by VSIT professors, captured through LMS 'Lecture Capture' in VIT campus for previous years.

No.	Websites / Links	Module Nos.
1	http://www.whatishumanresource.com/human-resource-management	1
2	https://studiousguy.com/human-resource-planning/	2
3	https://content.wisestep.com/performance-appraisal-meaning-objectives-methods-process/	3

4.g Recommended MOOC Courses like Coursera / NPTEL / MIT-OCW / edX etc.

Sr. No.	MOOC Course Link	Course conducted by – Person / University / Institute / Industry	Course Duration	Certificate (Y / N)
1	https://www.mooc-list.com/course/preparing-manage-human-resources-coursera	Coursera	4 weeks	Y

4.h Recommended Value Added Courses (VAC)

Sr. No.	Name of the Value Added Course	Conducted by – Person / Institute / Industry	Course Duration	Certificate (Y / N)
1	DIPLLOMA IN HR	WELINIGKAR INSTITUE	6 MONTHS	Y

4.i Study Material Distributed among Students

Tick if distributed among students					
GQ	Notes	Digital Content	PPT	EQ (updated till the Last Exam)	Other (Write Details)
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	

5. Consolidated Course Lesson Plan

	From (date/month/year)	To (date/month/year)	Total Number of Weeks
Semester Duration			

Week	Lecture no.	Module No.	Lecture Topics / IA 1 and IA 2 / BSA planned to be covered	Actual date of Completion	COs	Recommended Prior Viewing / Reading	
						Lecture No. (on LMS)	Chapter No. / Page Nos. / Books/ Web Site
	1	1	Introduction to the subject and Nature of HRM				
	2		Scope & Functions of HRM				
	3		HRM policies and practices				
	4		Role & functions of HR manager				
	5		Strategic function of HRM				
	6		Understanding and implementing global competitiveness and HR (Self Study)				
	7		Strategic HR, Linkages of Organisation and HR				
	8		Self-study topic revision & Test				
	9	2	Job Analysis and design Importance				
	10		Purpose and benefits				
	11		Job evaluation				
	12		Competency based job analysis				
	13		Job design and its Characteristics				
	14		Factors affecting job design and Job satisfaction (Self study)				
	15		Self-Study topic revision & test				

16	3	HR planning and recruitment – Objectives				
17		Need and importance of HR planning				
18		Manpower inventory				
19		Promotions and transfers (Self Study)				
20		Recruitment and strategic approach to recruitment				
21		Recruitment sources- internal & external				
22		Self-Study topic revision & test				
23	4	Employee training and development				
24		Nature and process of training				
25		Training methods				
26		On the job & Off the job				
27		Management development programmes (Activity based self study)				
28		Performance appraisal & Methods of appraisals				
29		Advantages and its disadvantages				
30		Self-Study topic revision & test				
31	5	Compensation need and importance & current trends in compensation				
32		Pension schemes, team based incentives				
33		Fringe benefits, perquisites and non-monetary benefits				
34		VRS concept and types				

	35		Need & effects of VRS				
	36		Participative management levels, types				
	37		Employee welfare (Self Study)				
	38		Comparative study of working condition				
	39		Financial Institutions & Insurance Companies				
	40		Self-Study topic revision & test				

6. Rubric for Grading and Marking of Term Work (inform students at the beginning of semester)

Lecture + Practical (% Attendance) & Marks	Assignments	Tutorial	Lab / Practical Performance	Lab Journal Assessment	Class Tests (Other than IA)	Class participation	Other (2) specify	Total
2	2						1 (Attendance)	5

7. Assignments / Tutorials Details (must attach print out of all questions together with AAP)

Assignment No.	Title of the Assignments / Tutorials	CO Map	Assignments given to Students on	Date of Submission
1	Functions of HR manager	1		
2	Factors affecting HRP	2		
3	Sources of RECRUITMENT	3		
4	Trade unions	3		

Analysis of Assignment / Tutorial Questions and Related Resources

Assignment No.	Week No.	Type* (✓)			Module No.	Based on #			Question Type (✓)	
		R	UQ	OBT		Text Book	Reference Book	Other Learning Resource	MU EQ	Thought Provoking
1						✓				
2						✓				
3						✓				
4						✓				

* Tick (✓) the Type of the Assignment: Regular (R); Unannounced Quiz (UQ) ; Open Book Test for TY/SY/MASTERS (OBT)

Write number for Text book, reference book, other learning resource from this AAP – from Points 4.a to 4.d

8. Internal Assessment / Other Class Test / Open Book Test (OBT)/Take Home Test (THT) Details

Tests	Test Dates	Module No.	CO Map	IA Question Paper Pattern	Policy
1 st IA Test				Q1 – MCQ - 10 Marks Q2 – 1 numerical 5 Marks Q3 – 1 numerical 5 Marks 20 marks each for IA 1 & 2	No IA Re-test
2nd IA Test					IA is a Head of passing *
Pop Quiz					
Open Book Test					
Take Home Test					
Class tests / prelims					
Class tests / prelims					
Any other test/exams					

* IA failures will have to appear for re-test in next semester

9.a Practical Activities – Regular Experiments

Practical No.	Module No.	Title of the Regular Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1					
2					

3					
4					
5					
6					
7					
8					
9					
10					

9.b **Practical Activities – Newly Added Experiments**

Practical No.	Module No.	Title of the Newly Added Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1					
2					

9.c **Practical Activities – PBL Experiments**

Practical No.	Module No.	Title of the PBL Experiments	Concepts to be highlighted	CO Map	Audit / Quality (0 to 4)
1					
2					

10. **Beyond Syllabus Activities for Gap Mitigation**

No.	Type of the Activity	Activities	Details – no of attendees, guest, feedback, mark sheet, report
1	Interaction with Outside World	Guest Lecture / Workshops	✓
2		Industrial Visit	
3	Test and Assessments	Class Tests – (other than IA)	
4		Mini Projects	✓
5		Pop Quiz	

6		Mobile App Based Quiz	
7		Open Book Test	
8		Take Home Test	
9	Collaborative and Group Activity	Poster Presentation	✓
10		Minute Papers	
11		Students Seminar	
12		Students Debates	
13		Panel Discussion / Mock GD	✓
14		Mock Interview	✓
15		Co-curricular Courses	MOOC-NPTEL/Coursera Videos
16	Value Added Courses		
17	Lecture Capture Usage		

*** Do not delete any activity. Give details for planned events. Write 'NA' for activity Not Planned.**

Consolidated Academic Administration Plan Prepared by (mention all theory teaching faculty names with signature)

Nikita Raut

Faculty 1 Name (Sign.)

Faculty 2 Name (Sign.)

Faculty 3 Name (Sign.)

External Industry Mentor (Sign.)

External Academic Mentor (Sign.)

VSIT Cluster Mentor Name (Sign.)

Head of Dept. (Sign.)

Version 2020-2021

The academic resources available in VSIT –

VMIS (ERP)	V-Refer and V-Live	VSIT Library	VAC & MOOC Courses
Institute & Department Vision and Mission	Former IA question papers and solutions (prepared by faculty)	Former IA question papers solutions - hardcopy	Value Added Courses (VAC) are conducted throughout the semester & in the semester break - Enrol for the VACs
Program Educational Objectives (PEO)	MU end semester examination question papers and solutions (prepared by faculty)	MU end semester exam question paper & solutions - by faculty, hardcopy	
Program Specific Outcome (PSO)	Class notes and Digital Content for the subject (scanned / typed by faculty)	All text books, reference books, e -books mentioned in the syllabus & AAP	Online courses from NPTEL, Coursera etc. are pursued throughout the semester - Register for the course & get certified
Program Outcome (PO)	Comprehensive question bank, EQ, GQ, PPT, Class Test papers	Technical journals and magazines for reference	
Departmental Knowledge Map	Academic Administration Plan & Beyond Syllabus Activity report	VSIT library is member of IIT Bombay Library	Watch former lectures captured in LMS at VSIT

1.a Course Objectives (write in detail – follow NBA guideline in this regard)

Cognitive	What do you want students to know?	This course focuses on the social, political, economic and institutional environment of countries. This environmental context moulds the country's objectives, defines the country's strategy, programs, and policies for achieving objectives, and significantly impacts companies.
Affective	What do you want students to think / care about?	The students should have thorough understanding of the practical application of International Business
Behavioural	What do you want students to be able to do?	The purpose of this course is to enhance student's capacity to "think, act and lead" internationally. Having an international perspective means that from wherever you are geographically, you have the capacity to understand the business in a global way.

1.b Course Outcome (CO) Statements and Module-Wise Mapping (follow NBA guideline)

CO No.	Statements	Related Module/s
CO1	International Trade- Its Growing Importance and MNC	1
CO2	Knowledge about Institutional support like IMF, ILO, WTO	2
CO3	Difference between International Human resource and Domestic business, Expatriation and Repatriation	3
CO4	Export and Import, Its Methods and quality	4
CO5	Export and Import Procedure /Foreign Trade policy	5

1.c Mapping of COs with POs (mark S: Strong, M: Moderate, W: Weak, Dash '-': not mapped)

	PO 1	PO 2	PO 3	PO 4	PO 5	PO 6	PO 7	PO 8	PO 9	PO 10	PO 11	PO 12
--	------	------	------	------	------	------	------	------	------	-------	-------	-------

CO 1	S	S	S	S	S							
CO 2	S	S	S	S	S							
CO 3	S	S	S	S	S							
CO 4	S	S	S	S	S							
CO 5	S	S	S	S	S							

1.d Mapping of COs with PSOs (mark S: Strong, M: Moderate, W: Weak, Dash ‘-’:not mapped)

	PSO 1	PSO 2	PSO 3	PSO 4
CO 1				
CO 2				
CO 3				
CO 4				
CO 5				

1.e Teaching and Examination Scheme (As specified by the University) for the Course

Categories	Mathematics	Computing / IT / Electronics	Humanities & Soft Skill	Social Sciences	Commerce	Management	Multidisciplinary
Tick suitable category					✓		

Subject Code	Subject Name	Teaching Scheme			Credits Assigned			
		Theory	Practical	Tutorial	Theory	TW/Practical	Tutorial	Total
	International Business	75	--	--	3	-	--	3

Subject Code	Subject Name	Examination Scheme							
		Theory Marks IA Test			End Sem. Exam Marks	TW	Practical	Oral	Total
		IA 1	IA 2	Sum of IA1 and IA2					
	International Business	20	05	25	75	--	--	--	100

1.f Faculty-Wise Distribution of all Lecture-Practical-Tutorial Hours for the Course

Divisions	Lecture (Hrs.)	Practical (Hrs.)				Tutorial (Hrs.)			
		Batch 1	Batch 2	Batch 3	Batch 4	Batch 1	Batch 2	Batch 3	Batch 4
A	3	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.

1.g Office Hours (Faculty will be available in office in this duration for solving students' query)

Division	Day	Time (at least 1 Hr. / Division)	Venue (Office Room No.)
A	Thursday	12.30 – 1.30	Reading room

2.a Syllabus: Module Wise Teaching Hours and % Weightage in University Question Paper

Module No.	Module Title and Brief Details	Teaching Hrs. for each module	% Weightage in University Question Papers
1	Introduction to International Business	5	25%
2	International Economic Institutions and Regional groupings	10	25%
3	International Marketing, Human Resource Management	5	25%
4	Preliminaries for Export Import and Documentation	10	25%
5	Export Import Procedures and Foreign Trade policy	10	25%
* Insert rows for more modules in the Course Total		40	100

2.b Prerequisite Courses

No.	Semester	Name of the Course	Topic/s
		–	

2.c Relevance to Future Courses

No.	Semester	Name of the Course
1	III-IV	MMS

2.d Real Life Application Mapping – Mention Application from Very Common Day to Day Life

No.	Real Life Application Mapping with the Course
1	Studying international business allows students to see how globalisation has brought about an increasing 'connectedness' of businesses, markets, people and information across countries.

3. Past Results – Division-Wise and Topic-Wise Result Based Analysis

Details	Target –April 20s21	Mar 2020	Mar 2019	Mar 2018

Course Passing % – Average of 3 Divisions	95%	100	98.48	97%
Marks Obtained by Course Topper (mark/100)	95	95	75	78

Year	Division A		Division B		Division C	
	Initials of Teacher	% Result	Initials of Teacher	% Result	Initials of Teacher	% Result
Mar 2020	Ms. Sindhu Krishnan	100%				
Mar 2019	Ms. Sindhu Krishnan	98%				
Mar 2018	Ms. Sindhu Krishnan	97%				

Topics which affect results negatively	Module Number	Recommendations to overcome these issues & improve result in future
Export and Import - Procedures and Documentation	5	Repeat teaching, Recap and surprise test.
Role of Trade Blocks in International Trade	12	Repeat teaching, Recap, Surprise Questioning and through which students will be able to remember and recollect

4 All the Learning Resources – Books and E-Resources

4.a List of Text Books (T – Symbol for Text Books) to be Referred by Students

Sr. No	Text Book Titles	Author/s	Publisher	Edition	Module Nos.
1	NA				

4.b List of Reference Books (R – Symbol for Reference Books) to be Referred by Students

Sr. No	Reference Book Titles	Author/s	Publisher	Edition	Module Nos.
1	INTERNATIONAL BUSINESS	Margaret woods	PEARSON		1 - 5
2	INTERNATIONAL BUSINESS	K-Aswathappa	PEARSON		1-5
3	INTERNATIONAL BUSINESS MANAGEMENT	Riad. A. Ajami	PEARSON		1-5

4.c List of E - Books (E – Symbol for E-Books) to be Referred by Students

Sr. No	E- Book Titles	Author/s	Publisher	Edition	Module Nos.
1	https://www.amazon.in/International-Business-K-Aswathappa-ebook/.../B014DALH5...	K.Aswathappa			

--	--	--	--	--	--

4.d

Web Links and Names of Magazines, Journals, E-journals – [VIT is member of IIT Bombay Library]

Refer online journals subscribed in VIT library. You can also access IIT Bombay online library for journals from IITB campus.

Sr. No.	Web-Links and Names of Journals and E-Journals Recommended to Students for this Course	Web-Links and Names of Magazines Recommended to Students for this Course	Module Nos.
1	International Business Review - Elsevier	International Business time. www.ibtimes.com	1-5
2		The Economic times	
3		Financial Express	

4.e

Module Best Available in - Tick the best resource [from 4.a to 4.d in this AAP] & give details

Module No.	Category (Please Tick Mark) - √						Available In VSIT Library?		Details of the Resource (i.e. Name, Chapter & Page No., etc.)
	Book			Magazine	Journals		Y	N	
	Text	Reference	E-Book		Regular	E-Journal			
1		√		√			√		All
2		√		√			√		All
3		√		√			√		All
4		√		√			√		All
5		√		√			√		All

4.f

Web Links for Online Notes/YouTube/VSIT Digital Content/VIT Lecture Capture/NPTEL Videos

~~Students can view lectures by VSIT professors, captured through LMS ‘Lecture Capture’ in VIT campus for previous years.~~

No.	Websites / Links	Module Nos.
1	https://www.slideshare.net/.../international-business-management-full-notes	All

4.g

Recommended MOOC Courses like Coursera / NPTEL / MIT-OCW / edX etc.

Sr. No.	MOOC Course Link	Course conducted by – Person / University / Institute / Industry	Course Duration	Certificate (Y / N)
1	https://www.mooc-list.com/tags/international-business		3 months	Y

4.h

Recommended Value-Added Courses (VAC)

Sr. No.	Name of the Value Added Course	Conducted by – Person / Institute / Industry	Course Duration	Certificate (Y / N)
1	-			

4.i Study Material Distributed among Students

Tick if distributed among students					
GQ	Notes	Digital Content	PPT	EQ (updated till the Last Exam)	Other (Write Details)
(√) <input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	(√) <input type="checkbox"/>	<input checked="" type="checkbox"/>	

5. Consolidated Course Lesson Plan

	From (date/month/year)	To (date/month/year)	Total Number of Weeks
Semester Duration	11/01/21	March 2021	13

Week	Lecture no.	Module No.	Lecture Topics / IA 1 and IA 2 / BSA planned to be covered	Actual date of Completion	COs	Recommended Prior Viewing / Reading	
						Lecture No. (on LMS)	Chapter No. / Page Nos./ Books/ Web Site
1	1	1	Introduction to syllabus				
	2	1	Growing Importance of International Business, Drivers of International Business		1		
	3	1	Evolution of International Business, Strategies of going International Globalization		1		
	4	1	Multinational Corporation, Nature, Goals of MNCs, India's Presence – Advantages and Disadvantages of MNCs		1		
	5	1	International Business Environment Economic, Political, Cultural and Legal Environments in International Business		1		
	6	2	International Economic institutions and regional groupings		2		
	7	2	Role of World Bank		2		
	8	2	IMF, ILO, UNCTAD, UNIDO		2		

	9	2	ADB and WTO		2		
	10	2	Principles of WTO		2		
	11	2	MFN Treatment		2		
	12	2	TRIPS		2		
	13	2	TRIMS		2		
	14	2	Integration Between Countries – Trading Blocs		2		
	15	2	Impact of Integration, Major Regional Trading Blocs		2		
	16	2	NAFTA, APEC, ASEAN, OPEC		2		
	17	3	International Marketing, Human Resource Management: International Marketing,		3		
		3	Difference between International Marketing and Domestic Marketing	Self-Study	3		
		3	Benefits of International Marketing, Major activities	Self-Study	3		
	18	3	International Market assessment, International Product Strategies		3		
	19	3	Pricing Issues and Decisions, Dumping, Promotion Issues, International HRM, Nature, growing Interest in IHRM		3		
	20	3	Managing International HR activities		3		
	21	3	Expatriation, Repatriation		3		
	21	4	Preliminaries for Export Import and Documentation- Meaning and Definition		4		
	23	4	Methods of Exporting, Registration formalities for exports		4		
	24	4	Export Licensing, Selection of Export product, Identification of Market for Exports		4		

	25	4	Export Pricing Quotations/Liberalization of Imports		4		
	26	4	Bill of Lading, GR form, Commercial Invoice		4		
	27	4	ISO 9000, Procedure for obtaining ISO, BIS 14000		4		
	28	4	Import Documentation, Bill of Entry, Certificate of Inspection		4		
	29	4	Freight Declaration		4		
	30	4	Problems on FOB & CIF		4		
	31	4	Certificate of measurements, Special schemes for importers		4		
	32	5	Export Import Procedures and Foreign Trade Policy, Steps in Export procedure		5		
	33	5	Export Contract, Forward cover, Export finance		5		
	34	5	Institutional framework for export finance, excise clearance		5		
	35	5	Preshipment Inspection and its methods		5		
	36	5	Role of clearing and forwarding agents, Shipping and Customs formalities		5		
	37	5	Negotiation of Documents and realization of export proceeds		5		
	38	5	Pre import procedure, Steps in Import procedure, Customs formalities		5		
	39	5	Warehousing of Imported goods, Retiring of export documents		5		
	40	5	Foreign trade policy highlights, ASIDE, Star export houses		5		
		5	Duty draw back, Deemed Exports Star export houses, EPCG Scheme	Self-Study	5		

6. Rubric for Grading and Marking of Term Work (inform students at the beginning of semester)

Lecture + Practical (% Attendance) & Marks	Assignments	Tutorial	Lab / Practical Performance	Lab Journal Assessment	Class Tests (Other than IA)	Class participation	Other (2) specificity	Total
20	Mini project 20				40 plus 20			100

7. Assignments / Tutorials Details (must attach print out of all questions together with AAP)

Assignment No.	Title of the Assignments / Tutorials	CO Map	Assignments given to Students on	Date of Submission
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Analysis of Assignment / Tutorial Questions and Related Resources

Assignment No.	Week No.	Type* (√)			Module No.	Based on #			Question Type (√)	
		R	UQ	OBT		Text Book	Reference Book	Other Learning Resource	MU EQ	Thought Provoking

* Tick (√) the Type of the Assignment: Regular (R); Unannounced Quiz (UQ); Open Book Test for TY/SY/MASTERS (OBT)

Write number for Text book, reference book, other learning resource from this AAP – from Points 4.a to 4.d

8. Internal Assessment / Other Class Test / Open Book Test (OBT)/Take Home Test (THT) Details

Tests	Test Dates	Module No.	CO Map	IA Question Paper Pattern	Policy
1 st IA Test				Q1 – MCQ - 10 Marks Q2 – 1 numerical 5 Marks Q3 – 1 numerical 5 Marks 20 marks each for IA 1 & 2	No IA Re-test IA is a Head of passing *
2nd IA Test					
Pop Quiz	January	1	CO1		
Open Book Test	February	2	CO 2		
Take Home Test	March	4	CO3		
Class tests / preliClms					

Class tests / prelims					
Any other test/exams					

* IA failures will have to appear for re-test in next semester

9.a Practical Activities – Regular Experiments

Practical No.	Module No.	Title of the Regular Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1		NA			

9.b Practical Activities – Newly Added Experiments

Practical No.	Module No.	Title of the Newly Added Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1		NA			

9.c Practical Activities – PBL Experiments

Practical No.	Module No.	Title of the PBL Experiments	Concepts to be highlighted	CO Map	Audit / Quality (0 to 4)
1		NA			

10. Beyond Syllabus Activities for Gap Mitigation

No.	Type of the Activity	Activities	Details – no of attendees, guest, feedback, mark sheet, report
1	Interaction with Outside World	Guest Lecture / Workshops	
2		Industrial Visit	
3	Test and Assessments	Class Tests – (other than IA)	√
4		Mini Projects	Yes
5		Pop Quiz	Yes
6		Mobile App Based Quiz	y
7		Open Book Test	√
8		Take Home Test	

9	Collaborative and Group Activity	Poster Presentation	
10		Minute Papers	
11		Students Seminar	√
12		Students Debates	
13		Panel Discussion / Mock GD	√
14		Mock Interview	
15	Co-curricular Courses	MOOC-NPTEL/Coursera Videos	
16		Value Added Courses	
17		Lecture Capture Usage	Y

*** Do not delete any activity. Give details for planned events. Write 'NA' for activity Not Planned.**

Consolidated Academic Administration Plan Prepared by (mention all theory teaching faculty names with signature)

K.Sindhu

Faculty 1 Name (Sign.)

Faculty 2 Name (Sign.)

Faculty 3 Name (Sign.)

External Industry Mentor (Sign.)

External Academic Mentor (Sign.)

VSIT Cluster Mentor Name (Sign.)

Head of Dept. (Sign.)

The academic resources available in VSIT –

VMIS (ERP)	V-Refer and V-Live	VSIT Library	VAC & MOOC Courses
Institute & Department Vision and Mission	Former IA question papers and solutions (prepared by faculty)	Former IA question papers solutions - hardcopy	Value Added Courses (VAC) are conducted throughout the semester & in the semester break - Enrol for the VACs
Program Educational Objectives (PEO)	MU end semester examination question papers and solutions (prepared by faculty)	MU end semester exam question paper & solutions - by faculty, hardcopy	
Program Specific Outcome (PSO)	Class notes and Digital Content for the subject (scanned / typed by faculty)	All text books, reference books, e -books mentioned in the syllabus & AAP	Online courses from NPTEL, Coursera etc. are pursued throughout the semester - Register for the course & get certified
Program Outcome (PO)	Comprehensive question bank, EQ, GQ, PPT, Class Test papers	Technical journals and magazines for reference	
Departmental Knowledge Map	Academic Administration Plan & Beyond Syllabus Activity report	VSIT library is member of IIT Bombay Library	

1.a Course Objectives (write in detail – follow NBA guideline in this regard)

Cognitive	What do you want students to know?	To enable students to understand need for revival of sick and stressed business unit
Affective	What do you want students to think / care about?	To make students think about the different turnaround strategies
Behavioural	What do you want students to be able to do?	To overview the recent business scenario and to over the challenges

1.b Course Outcome (CO) Statements and Module-Wise Mapping (follow NBA guideline)

CO No.	Statements	Related Module/s
CO1	Understanding about how to handle business	Unit 1
CO2	Understanding about Industrial Sickness and how it industry becomes sick	Unit 2
CO3	To know the different turnaround strategies to overcome sickness and to implement business process re- structuring in sick unit	Unit 3
CO4	To know the recent trends in business scenario	Unit 4

1.c Mapping of COs with POs (mark S: Strong, M: Moderate, W: Weak, Dash ‘-’: not mapped)

	PO 1	PO 2	PO 3	PO 4	PO 5	PO 6	PO 7	PO 8	PO 9	PO 10	PO 11	PO 12
CO 1												
CO 2												
CO 3												
CO 4												
CO 5												

1.d Mapping of COs with PSOs (mark S: Strong, M: Moderate, W: Weak, Dash ‘-’:not mapped)

	PSO 1	PSO 2	PSO 3	PSO 4

CO 1				
CO 2				
CO 3				
CO 4				
CO 5				

1.e Teaching and Examination Scheme (As specified by the University) for the Course

Categories	Mathematics	Computing / IT / Electronics	Humanities & Soft Skill	Social Sciences	Commerce	Management	Multidisciplinary
Tick suitable category					✓		

Subject Code	Subject Name	Teaching Scheme			Credits Assigned			
		Theory	Practical	Tutorial	Theory	TW/Practical	Tutorial	Total
	Turnaround Management	75	--	--	3	-	--	3

Subject Code	Subject Name	Examination Scheme							
		Theory Marks IA Test			End Sem. Exam Marks	TW	Practical	Oral	Total
		IA 1	IA 2	Sum of IA1 and IA2					
	Turnaround Management	20	05	25	75	--	--	--	75

1.f Faculty-Wise Distribution of all Lecture-Practical-Tutorial Hours for the Course

Divisions	Lecture (Hrs.)	Practical (Hrs.)				Tutorial (Hrs.)			
		Batch 1	Batch 2	Batch 3	Batch 4	Batch 1	Batch 2	Batch 3	Batch 4
A	3.33	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.

1.g Office Hours (Faculty will be available in office in this duration for solving students' query)

Division	Day	Time (at least 1 Hr. / Division)	Venue (Office Room No.)
A	Monday	12:30 to 13:30	Staff room

2.a Syllabus: Module Wise Teaching Hours and % Weightage in University Question Paper

Module No.	Module Title and Brief Details	Teaching Hrs. for each module	% Weightage in University Question Papers
1	Introduction to Business	8.33%	20%
2	Industrial Sickness	12.5%	20%
3	Turnaround Management Strategies	12.5%	20%
4	Recent Business Scenario	10%	20%

5	Leadership and Turnaround Management	6.7%	20%
* Insert rows for more modules in the Course		Total	40 hrs
			100%

2.b Prerequisite Courses

No.	Semester	Name of the Course	Topic/s
1	1	Principles of Management	ALL
2	2	Principles and practices of Banking and Insurance	ALL
3	3	Organisational Behaviour	ALL
4	4	Entrepreneurship Management	ALL
5	5	Marketing in Banking and Insurance	ALL

2.c Relevance to Future Courses

No.	Semester	Name of the Course
1	1	M.Com. (banking and Finance)
2	1	MBA

2.d Real Life Application Mapping – Mention Application from Very Common Day to Day Life

No.	Real Life Application Mapping with the Course
1	To revive and make sick unit and loss making units to convert into profit making
2	To start up new small industry like SOHO
3	To take franchisee of some company

3. Past Results – Division-Wise and Topic-Wise Result Based Analysis

Details	Target – March 2021	March 2020	March 2019
Course Passing % – Average of 3 Divisions	100	100%	98
Marks Obtained by Course Topper (mark/100)	90	88	85

Year	Division A		Division B		Division C	
	Initials of Teacher	% Result	Initials of Teacher	% Result	Initials of Teacher	% Result
March 2020	MAA	100%				
March 2019	HPN	98%				
March 2018	HPN	89.19%				

Topics which affect results negatively	Module Number	Recommendations to overcome these issues & improve result in future
Industrial Sickness	2	Practical examples and assignments questions

Turnaround Strategies	3	Practical examples and assignments questions
Business Process Restructuring	3	To make their own plan to revive sick units and reviewing the plan and assignments questions

4 All the Learning Resources – Books and E-Resources

4.a List of Textbooks (T – Symbol for Textbooks) to be Referred by Students

Sr. No	Textbook Titles	Author/s	Publisher	Edition	Module Nos.
1	Practical Shutdown & Turnaround Management for k, Engineers & Managers (English, Paperback)		, IDC Technologies Pvt Ltd.		1-4
2	Managing Corporate Turnaround Text & cases □ Business Process Reengineering, O.P. Agrawal	Ram Avtar Yadav	Concept Publishing Co.		1-4
3	The Turnaround Experience	Feddrick Zimmerman			1-4

4.b List of Reference Books (R – Symbol for Reference Books) to be Referred by Students

Sr. No	Reference Book Titles	Author/s	Publisher	Edition	Module Nos.
1	Redesigning the Business Process	Waman S. Jawdekar			ALL
2	Business Process Re-Engineering: Myth & reality	Colin Coulson Thomas			ALL
3	Reengineering and Reinventing the enterprise	P.N. Rastogi			ALL
4	Practical Business Re-Engineering	Nick Obolensky			ALL

4.c List of E - Books (E – Symbol for E-Books) to be Referred by Students

Sr. No	E- Book Titles	Author/s	Publisher	Edition	Module Nos.
1					
2					
3					

4					
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4.d Web Links and Names of Magazines, Journals, E-journals – [VIT is member of IIT Bombay Library]

Refer online journals subscribed in VIT library. You can also access IIT Bombay online library for journals from IITB campus.

Sr. No.	Web-Links and Names of Journals and E-Journals Recommended to Students for this Course	Web-Links and Names of Magazines Recommended to Students for this Course	Module Nos.
1	https://www.youtube.com/watch?v=43iSo9_EBJg	https://www.youtube.com/watch?v=WigemrGfPNs	3
2	https://www.youtube.com/watch?v=Pa_1w6nb20k	https://www.youtube.com/watch?v=fMqz42ci464	2
3	https://www.youtube.com/watch?v=osRARzmxG4Q	https://www.youtube.com/watch?v=XIR9JRGvL8c	4
4			
5			
6			

4.e Module Best Available in - Tick the best resource [from 4.a to 4.d in this AAP] & give details

Module No.	Category (Please Tick Mark) - \checkmark						Available In VSIT Library?		Details of the Resource (i.e. Name, Chapter & Page No., etc.)
	Book			Maga-zine	Journals		Y	N	
	Text	Reference	E-Book		Regular	E-Journal			
1	<input checked="" type="checkbox"/>								Turnaround Management Ch 1 – 12
2									
3									
4									
5									

4.f Web Links for Online Notes/YouTube/VSIT Digital Content/ /NPTEL Videos

No.	Websites / Links	Module Nos.
1	Digital Content (live.vsit.edu.in)	1&4
2	Online Notes and PPTs	1-4

4.g Recommended MOOC Courses like Coursera / NPTEL / MIT-OCW / edX etc.

Sr. No.	MOOC Course Link	Course conducted by – Person / University / Institute / Industry	Course Duration	Certificate (Y / N)
1	http://turnaround-society.com/tag/online-course/	Turnaround Management Society	1 yr	Yes

4.h Recommended Value Added Courses (VAC)

Sr. No.	Name of the Value Added Course	Conducted by – Person / Institute / Industry	Course Duration	Certificate (Y / N)
1	Turn-Around Strategy	Training, Leadership Consulting	2yrs	Yes

4.i Study Material Distributed among Students

Tick if distributed among students					
GQ	Notes	Digital Content	PPT	EQ (updated till the Last Exam)	Other (Write Details)
✓	✓	✓	✓	✓	

5. Consolidated Course Lesson Plan

	From (date/month/year)	To (date/month/year)	Total Number of Weeks
Semester Duration	04/12/2017	17/03/2018	15

Week	Lecture no.	Module No.	Lecture Topics / IA 1 and IA 2 / BSA planned to be covered	Actual date of Completion	COs	Recommended Prior Viewing / Reading	
						Lecture No. (on LMS)	Chapter No. / Page Nos. / Books/ Web Site
1	1	1	Introduction to syllabus				
	2	1	Introduction to Business Organization Meaning, Definition, Importance		1		
	3	1	Features and Symptoms		1		
	4	1	Types of Business Organisation		1		
	5	1	Different Approaches for Growth and Survival		1		
2	6	1	Internal and External, External Strategies and Survival Strategies		1		
	7	1	Revision				
	8	2	Industrial Sickness: Meaning		2		
	9	2	Internal/External Reasons of Industrial sickness		2		
	10	2	Symptoms of Industrial Sickness		2		

11	2	Measures to Overcome Sickness by Government and Stakeholders	2		
12	2	Role of BIFR in Sick Industry	2		
13	2	Revision			
14	3	Turnaround Management Strategies Meaning and Definition	3		
15	3	Indicators of Successful Turnaround	3		
16	3	TOM and Restructuring, Selling of Sick unit and BPR	3		
17	3	Meaning and Definition	3		
18	3	Elements, Need and Implications	3		
19	3	Approaches (Reengineering Term, BPR Leader, Process Owner)	3		
20	3	Kaizen, flow charts, 55 Principles, Process Mapping	3		
21	3	Revision			
22	4	Business Scenario: Features and Advantages	4		
23	4	Disadvantages and Types of Presentations	4		
24	4	Outsourcing, Networking and Franchising	4		
25	4	Free lancing, Self-Financing and Start up	4		
26	4	Revision			
27	5	Leadership and Turnaround Management	5		
28	5	Outfitting the Management team	5		
29	5	The Management team	5		

	30	5	Personal Characteristic		5		
	31	5	Focusing on Present Operations		5		
	32	5	Focus on Needs in Turnarounds		5		
	33	5	Style of Decision Making in Turnaround Process		5		
	34	5	Organizational Changes		5		
	35	5	Quality in Managerial Process		5		
	36	5	Dilemma of Management		5		
	37	5	Turnaround Management as a skill		5		
	38	5	Revision				
	39		Revision				
	40		Revision				

6. Rubric for Grading and Marking of Term Work (inform students at the beginning of semester)

Lecture + Practical (% Attendance) & Marks	Assignments	Tutorial	Lab / Practical Performance	Lab Journal Assessment	Class Tests (Other than IA)	Class participation	Other (2) specifying	Total
						05		05

7. Assignments / Tutorials Details (must attach print out of all questions together with AAP)

Assignment No.	Title of the Assignments / Tutorials	CO Map	Assignments given to Students on	Date of Submission
1				
2				
3				
4				
5				

Analysis of Assignment / Tutorial Questions and Related Resources

Assignment No.	Week No.	Type* (√)			Module No.	Based on #			Question Type (√)	
		R	UQ	OBT		Text Book	Reference Book	Other Learning Resource	MU EQ	Thought Provoking
1										
2										
3										
4										
5										

* Tick (√) the Type of the Assignment: Regular (R); Unannounced Quiz (UQ) ; Open Book Test for TY/SY/MASTERS (OBT)

Write number for Text book, reference book, other learning resource from this AAP – from Points 4.a to 4.d

8. Internal Assessment / Other Class Test / Open Book Test (OBT)/Take Home Test (THT) Details

Tests	Test Dates	Module No.	CO Map	IA Question Paper Pattern	Policy
1 st IA Test				Q1 – MCQ - 10 Marks Q2 – 1 numerical 5 Marks Q3 – 1 numerical 5 Marks 20 marks each for IA 1 & 2	No IA Re-test
2 nd IA Test					IA is a Head of passing *
Pop Quiz		1 & 4	3		
Open Book Test		2&3	1&2		
Take Home Test		2&3	1&2		

Class tests / prelims					
Class tests / prelims					
Any other test/exams					

*** IA failures will have to appear for re-test in next semester**

9.a Practical Activities – Regular Experiments

Practical No.	Module No.	Title of the Regular Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1					
2					
3					
4					
5					
6					
7					
8					
9					
10					

9.b Practical Activities – Newly Added Experiments

Practical No.	Module No.	Title of the Newly Added Experiments	Concepts to be highlighted	CO Map	Audit / Quality Rate (0 to 4)
1					
2					

9.c Practical Activities – PBL Experiments

Practical No.	Module No.	Title of the PBL Experiments	Concepts to be highlighted	CO Map	Audit / Quality (0 to 4)
1	2	Public sector company scenario	Sickness	1	
2	3	Turnaround Strategies for overcoming sickness	Strategies	2	

10. Beyond Syllabus Activities for Gap Mitigation

No.	Type of the Activity	Activities	Details – no of attendees, guest, feedback, mark sheet, report
1	Interaction with Outside World	Guest Lecture / Workshops	Guest Lecture by General Manager of Air India
2		Industrial Visit	Visit to Lijjat Papad factory Bandra West
3	Test and Assessments	Class Tests – (other than IA)	Test on the given case on module 2 and 3
4		Mini Projects	
5		Pop Quiz	
6		Mobile App Based Quiz	
7		Open Book Test	Test on module 2 and 3
8		Take Home Test	On module 2 and 3
9	Collaborative and Group Activity	Poster Presentation	Poster making competition on franchisee and networking
10		Minute Papers	
11		Students Seminar	
12		Students Debates	On different strategies to revive
13		Panel Discussion / Mock GD	On Privatization
14		Mock Interview	
15	Co-curricular Courses	MOOC-NPTEL/Coursera Videos	
16		Value Added Courses	
17		Lecture Capture Usage	

*** Do not delete any activity. Give details for planned events. Write 'NA' for activity Not Planned.**

Consolidated Academic Administration Plan Prepared by (mention all theory teaching faculty names with signature)

Pooja Jogu

Faculty 1 Name (Sign.)

Faculty 2 Name (Sign.)

Faculty 3 Name (Sign.)

External Industry Mentor (Sign.)

External Academic Mentor (Sign.)

VSIT Cluster Mentor Name (Sign.)

Head of Dept. (Sign.)
