



AUXILIUM COLLEGE (Autonomous)

(Accredited by NAAC with A+ Grade with a CGPA of 3.55 out of 4 in the 3rd cycle)
Gandhi Nagar, Vellore – 6.

**DEPARTMENT OF BBA –
HOSPITAL ADMINISTRATION
LESSON PLAN
2022-2023**



Auxilium College (Autonomous)

(Accredited by NAAC with A⁺ Grade with a CGPA of 3.55 out of 4 in the 3rd Cycle)

Gandhi Nagar, Vellore - 632 006.

FACULTY RECORD

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Institutional Responsibility	Department Responsibility
Academic Council Member Alumni Committee Member Institution Industry Cell Member Member of Board of Studies	iii B.B.A (H.A) Tutor Co-ordinator for CMC Hospital Head incharge for BBA (H.A)

TIME TABLE

ODD SEMESTER

Hour / Day Order	1	2	3	4	5
I	Organisational Behaviour		Business Law		
II	Organisational Behaviour		Business Law		
III	Organisational Behaviour		Business Law		
IV			Business Law	Organisational Behaviour	Project
V			Business Law	Organisational Behaviour	
VI			Business Law	Organisational Behaviour	Project

EVEN SEMESTER

Hour / Day Order	1	2	3	4	5
I		Production Operations Management	Production Operations Management		Human Resource Management
II		Production Operations Management		Human Resource Management	
III	Human Resource Management	Production Operations Management			
IV		Production Operations Management			Human Resource Management
V		Production Operations Management		Human Resource Management	
VI	Human Resource Management	Production Operations Management			

Academic Year : 2022-2023
 Class : III B.B.A(CH.A)
 Subject : Organisational Behaviour
 Hours / Week : 5
 Credits : 4

Semester : V
 Class Code :
 Subject Code : UCHAM20
 Total Hours : 90
 Total Marks : 100

Proposed Week	No. of Hrs	Unit	Topics to be Covered	Teaching Methodology	Learning Resources	Methods of Evaluation
I	5	I	Introduction - Nature and concept of OB - challenges	Lecture	L.M. Prasad Organisational Behaviour	Case Study
II	5	I	Ethical Issues in OB - Role of OB - Hawthorne Experiments	Lecture	L.M. Prasad Organisational Behaviour	Assignment
III	5	II	Perception and Learning - Nature of human behaviour	Lecture	L.M. Prasad Organisational Behaviour	Test
IV	5	II	Models of Man - Managerial Applications - factors affecting	Lecture	L.M. Prasad Organisational Behaviour	Case Study
V	5	III	Personality Theories - Measurement of personality	Lecture	L.M. Prasad Organisational Behaviour	Assignment
VI	5	III	Attitude - Group dynamics	Lecture	L.M. Prasad Organisational Behaviour	Assignment

<u>VII</u>	5	<u>III</u>	Types of group dynamics	Lecture	10 hours	10
<u>VIII</u>	5	<u>IV</u>	Organisational conflict - Role - Resolution	Lecture	10 hours	10
<u>IX</u>	5	<u>IV</u>	Stress - Nature - Types of stress	Lecture	10 hours	10
<u>X</u>	5	<u>IV</u>	Coping of stress - Management by objectives	Lecture	10 hours	10
<u>XI</u>	5	<u>V</u>	Maslow's need hierarchy theory Herzberg's two factor theory	Lecture	10 hours	10
<u>XII</u>	5	<u>I</u>	Vroom's expectancy theory McClelland's need theory	Lecture	10 hours	10
<u>XIII</u>	5	<u>I</u>	Leadership theories	Lecture	10 hours	10
<u>XIV</u>	5	<u>I</u>	Leadership styles	Lecture	10 hours	10

Academic Year : 2022- 2023
Class : MBA
Subject : Business Law
Hours / Week : 6
Credits : 4

Semester : II
Class Code : PCBAM20
Subject Code :
Total Hours : 90
Total Marks : 100

Proposed Week	No. of Hrs	Unit	Topics to be Covered	Teaching Methodology	Learning Resources	Methods of Evaluation
I	6	I	The Indian Contract Act 1872, Essentials of a valid contract	Lecture / Powerpoint	Business Law P.Saravanel & Sumathi	Assignment
II	6	I	Offer - legal rules of offer Acceptance - consideration	Lecture / Powerpoint	Business Law P.Saravanel & Sumathi	Assignment
III	6	I	Discharge - Breach of contract Remedies - sales contract	Lecture / Powerpoint	Business Law P.Saravanel & Sumathi	Assignment
IV	6	II	Company Law - Memorandums and Articles of Association	Lecture / Powerpoint	Elements of Merchantile Law N.D. Kapoor	Case study
V	6	II	Prospectus - Definition - Statement in lieu of prospectus.	Lecture / Powerpoint	Elements of Merchantile Law N.D. Kapoor	Case study
VI	6	III	Law of Partnership- Registration Deed - Dissolution	Lecture / Powerpoint	Business Law P.Saravanel & Sumathi	Case study

<u>VII</u>	6	<u>III</u>	Negotiable Instruments - Types - Parties - characteristics	Lecture / Powerpoint	Business Law P. Saravanan & Sumathi	Assignment
<u>VIII</u>	6	<u>III</u>	Types of endorsement - Dishonor Noting - Protest	Lecture / Powerpoint	Business Law P. Saravanan & Sumathi	Test
<u>IX</u>	6	<u>IV</u>	Value Added Tax - Concepts - Scope - Practical Implications	Lecture / Powerpoint	Business Law P. Saravanan & Sumathi	Assignment
<u>X</u>	6	<u>IV</u>	Right to Information Act 2005, IT Act 2000 & 2002	Lecture / Powerpoint	Business Law P. Saravanan & Sumathi	Assignment
<u>XI</u>	6	<u>IV</u>	Consumer Protection Act, Consumer Rights, Types	Lecture / Powerpoint	Business Law P. Saravanan & Sumathi	Test
<u>XII</u>	6	<u>V</u>	Forums - Cyber crime - Types Cyber Law	Lecture / Powerpoint	Business Law P. Saravanan & Sumathi	Assignment
<u>XIII</u>	6	<u>V</u>	Introduction of IPR - Copy Rights - Ownership	Lecture / Powerpoint	Business Law P. Saravanan & Sumathi	Case Study
<u>XIV</u>	6	<u>V</u>	Trademarks - Patents - Legal Aspects	Lecture / Powerpoint	Business Law P. Saravanan & Sumathi	Case Study

Academic Year : 2022-2023
 Class : II MBA
 Subject : Production and Operations Management
 Hours / Week : 8
 Credits : 3

Semester : IV
 Class Code :
 Subject Code : PCBA020
 Total Hours :
 Total Marks : 100

Proposed Week	No. of Hrs	Unit	Topics to be Covered	Teaching Methodology	Learning Resources	Methods of Evaluation
I	8	I	Production systems - Nature - Importance and organisational Function	Lecture	Production & Operations Management	Assignment
II	8	I	Recent trends - Production Operation Strategy - International Operations	Lecture	by K. Ashwatappa and Sridhar Bhat.	Assignment
III	8	I	Role of strategic operations	Lecture	Production & Operations Management	Assignment
IV	8	II	Demand Forecasting - needs - types - objectives - capacity planning	Lecture	by K. Ashwatappa and Sridhar Bhat	Assignment
V	8	II	Rough cut plan, CRP, Types of capacity process	Lecture	Production & Operations Management	Assignment
VI	8	II	Master Production Schedule - objectives - Functions	Lecture	by K. Ashwatappa and Sridhar Bhat	Assignment

<u>VII</u>	8	<u>III</u>	Plant location - Selection - Importance	Lecture	Production & Operations Management	Case Study
<u>VIII</u>	8	<u>III</u>	Product design - factors - process selection - process decisions	Lecture	by K. Aswathappa and Sridhar Bhat	Case Study
<u>IX</u>	8	<u>III</u>	Principles of plant layout - Tools and techniques	Lecture	Production & Operations Management	Case Study
<u>X</u>	8	<u>IV</u>	Inventory Management - Factory process - definitions objectives	Lecture	by K. Aswathappa and Sridhar Bhat	Assignment
<u>XI</u>	8	<u>IV</u>	Value Analysis - Stores Management Nature and layout	Lecture	Production & Operations Management	Assignment
<u>XII</u>	8	<u>IV</u>	JIT - Materials Management	Lecture	by K. Aswathappa and Sridhar Bhat	Assignment
<u>XIII</u>	8	<u>V</u>	Quality - TQM - Framework	Lecture	Production & Operations Management	Assignment
<u>XIV</u>	8	<u>V</u>	Dimensions of product and service quality	Lecture	by K. Aswathappa and Sridhar Bhat	Assignment
<u>XV</u>	8	<u>V</u>	Six sigma concepts of process variability	Lecture	by K. Aswathappa and Sridhar Bhat	Assignment

Academic Year : 2023
 Class : BBA (HOSPITAL ADMINISTRATION)
 Subject : Human Resource Management & Development
 Hours / Week : 6/week
 Credits : 4

Semester : IV
 Class Code :
 Subject Code : UCH AH 20
 Total Hours : 24
 Total Marks : 100

Proposed Week	No. of Hrs	Unit	Topics to be Covered	Teaching Methodology	Learning Resources	Methods of Evaluation
I	6	I	Introduction, scope and objective of HRM - HRM planning need & advantages	Lecture	Human Resource Management - Aswathappa	Assignment
II	6	I	HRM planning process - Human Resource Development - Information Systems	Lecture	Human Resource Management - Aswathappa	Case Study
III	6	I	Difference between HRM & personnel Management - Qualities of HR Manager	Lecture	Human Resource Management - Aswathappa	Assignment
IV	6	II	Recruitment - Process - Types - Selection	Lecture	Human Resource Management - Aswathappa	Assignment
V	6	II	Induction & Orientation - Training	Lecture	Human Resource Management - Aswathappa	Assignment
VI	6	II	Performance Appraisal - Methods of Performance Appraisal.	Lecture	Human Resource Management - Aswathappa	Assignment

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<u>VII</u>	6	<u>III</u>	Talent Acquisition & Retention - career planning	Lecture	Human Resource Management Anwathappa	Assignment
<u>VIII</u>	6	<u>III</u>	Quality Work Life- Participative Management	Lecture	Human Resource Management Anwathappa	Assignment
<u>IX</u>	6	<u>III</u>	Job Analysis - Job Design	Lecture	Human Resource Management Anwathappa	Assignment
<u>X</u>	6	<u>IV</u>	Employee Welfare - Safety Programs	Lecture	Human Resource Management Anwathappa	Assignment
<u>XI</u>	6	<u>IV</u>	Health - Job stress	Lecture	Human Resource Management Anwathappa	Assignment
<u>XII</u>	6	<u>IV</u>	Trade Union - Causes and Settlement of Disputes	Lecture	Human Resource Management Anwathappa	Assignment
<u>XIII</u>	6	<u>V</u>	Separations - HR Audit	Lecture	Human Resource Management Anwathappa	Assignment
<u>XIV</u>	6	<u>V</u>	Values & Ethics in HRM Ethical issues in HRM	Lecture	Human Resource Management Anwathappa	Assignment
			Challenges in HRM - Evolution of HRM			

WORK DONE

Academic Year : 2022 - 2023

Class : BBA (H.A) & M.B.A

Semester : IV & II

Class Code :

Date	Class	Topic Covered	Learning Resources	Teaching Methodology
04/8/22 to	B.H.A	Nature of organisational behaviour Concept - challenges - opportunities	L.M. Prasad Organisational Behaviour	Lecture
02/8/22	M.B.A	Indian Contract Act 1872, Essentials - valid - void	Saravaneel Business Law	Lecture
16/8/22 to	B.H.A	Ethical issues in organisational behaviour Role of OB - Hawthorne Experiments.	L.M. Prasad Organisational Behaviour	Lecture
18/8/22	M.B.A	Offer - legal rules - consideration	Saravaneel Business Law	Lecture
23/8/22 to	B.H.A	Perception and Learning - Nature of human behaviour.	L.M. Prasad Organisational Behaviour	Lecture
26/8/22	M.B.A	Discharge - Breach - Remedies - Sales of Goods Act.	Saravaneel Business Law	Lecture
29/8/22 to	B.H.A	Models of OB - Models of man - Application - factors	L.M. Prasad Organisational Behaviour	Lecture
02/9/22	M.B.A	Duties of Buyer and Seller Responsibilities - Rights of unpaid seller.	Saravaneel Business Law	Lecture
05/9/22 to	B.H.A	Factors affecting learning	L.M. Prasad Organisational Behaviour -	Lecture
07/9/22	M.B.A	Formation of a company - features classifications. - Differences.	Saravaneel Business Law	Lecture
08/9/22		I CA EXAMINATION		
09/9/22 to	B.H.A	Personality - Types - theory - factors	L.M. Prasad Organisational Behaviour	Lecture
16/9/22	M.B.A	Partnership Act - Nature - Types of partnership	Saravaneel Business Law	Lecture
19/9/22 to	B.H.A	Values - types - attitude formation	L.M. Prasad Organisational Behaviour	Lecture/ Powerpoint
23/9/22	M.B.A	Dissolution of a firm - Deed - application of a firm.	Saravaneel Business Law	Lecture/ powerpoint

26/9/22	B.H.A	Attitude formation - changes - Indian Managers.	L.M. Prasad Organisational Behaviours	lect
to 30/9/22	M.B.A	Negotiable instruments - Promissory note - Bills of exchange	Saravanel Business Law	lect
06/10/22	B.H.A	Group formation - Concept - Dynamics	L.M. Prasad Organisational Behaviours	lect
to 14/10/22	M.B.A	Crossing of a cheque - Holder in due course - protest and noting.	Saravanel Business Law	lect 23
17/10/22	B.H.A	Conflict - interpersonal - intrapersonal management. Group conflict	L.M. Prasad Organisational Behaviours	lect 23
to 21/10/22	M.B.A	Right to information Act - VAT methods - concepts	Saravanel Business Law	lect. 23
26/10/22	B.H.A	stress management - stressors - Organisational factors.	L.M. Prasad Organisational Behaviours	lect 23
to 28/10/22	M.B.A	Value Added Tax methods - Information Technology Act	Saravanel Business Law	lect 23
29/10/22 05/11/22		II CA EXAMINATIONS		23
7/11/22	B.H.A	Maslow's need hierarchy theory implications - Herzberg theory	L.M. Prasad Organisational Behaviours	lect. 23
to 11/11/22	M.B.A	Cyber crime laws - Sections related to penalty.	Saravanel Business Law	lect. 23
14/11/22	B.H.A	X Theory and Y theory, McClelland theory - Vroom's theory	L.M. Prasad Organisational Behaviours	lect. 23
to 18/11/22	M.B.A	Consumer Protection Act - Forum Redressal Mechanism.	Saravanel Business Law	lect. 23
21/11/22	B.H.A	Leadership Theory and its Implications	L.M. Prasad Organisational Behaviours	lect. 23
to 25/11/22	M.B.A	Introduction of IPR - Copy rights Ownership Trademarks - Patents	Saravanel Business Law	lect. 23
28/11/22	B.H.A	Leadership styles and applicability Revision	L.M. Prasad Organisational Behaviours	lect. 23
to 29/11/22	M.B.A	Legal Aspects - Revision	Saravanel Business Law	lect. 23
				23

WORK DONE

Academic Year : 2022 - 2023

Semester : IV & IV

Class : B.B.A (H.A) & M.B.A

Class Code :

Date	Class	Topic Covered	Learning Resources	Teaching Methodology
1.23 to	BBA (H.A)	Introduction to Human Resource Management - Definition	Human Resource Management - Aswathappa	Lecture
1.23	MBA	Definition of production system Meaning - Scope.	Production Operation Management - Aswathappa	Lecture
1.23 to	BHA	HRM planning process - HRIS - Difference between HRM & personnel	Human Resource Management - Aswathappa	Lecture
1.23	MBA	Nature and importance of production difference between production	Production Operation Management - Aswathappa	Lecture
1.23 to	BHA	Qualities of HR - Recruitment - Definition - types - Process	HRM - Aswathappa	Lecture
1.23	MBA	Strategy and international operations, demand forecasting	Production Operation Management	Lecture
1.23 to	BHA	Recruitment - process - Sources - types.	HRM - Aswathappa	Lecture
1.23	MBA	Capacity Planning - Rough cut CRP - Types of capacity - Process	Production Operation Management	Lecture
1.23 to	BHA	Selection type process - training and appraisal	HRM - Aswathappa	Lecture
2.23	MBA	Master Production schedule - objectives - function	Production Operation Management	Lecture
2.23 to	BHA	Inductions and Orientation Training	HRM - Aswathappa	Lecture
2.23	MBA	Plant location - Selection - Importance	Production Operation Management	Lecture
02.23 to	BHA	Performance Appraisal - Methods of appraisal	Production HRM - Aswathappa	Lecture
02.23	MBA	Product design - factor process - process decisions.	Production and Operation	Lecture
02.23	BHA	Talent Acquisition & Retention career planning.	HRM - Aswathappa	Lecture

to 25.02.23	MBA	Principles of layout - Tools - and techniques.	Production and Operations Management	
27.02.23	BHA	Quality of Work life - Particip- ative Management	HRM Aswathappa	
to 04.03.23	MBA	Inventory Management	Production and Operations Management	demis
06.03.23	BHA	Job Analysis and Job Design Job description.	HRM Aswathappa	ate
to 10.03.23	MBA	Value Analysis - Stores Management Nature and Store layout	Production and Operations Management	
13.03.23	BHA	Employee Welfare Safety - Programs	HRM Aswathappa	
to 18.03.23	MBA	Just-in-time Management	Production and Operations	
20.03.23	BHA	Health Job stress - Trade Union Causes of settlement	HRM Aswathappa	
to 24.03.23	MBA	Materials Management - Introduction	Production and Operations	
25.03.23	BHA	Trade Union - Reparation - HR audit	HRM Aswathappa	
to 01.04.23	MBA	Project review on Introduction - review of literature.	Reviews	
03.04.23	BHA	Values and Ethics in HRM	HRM Aswathappa	
to 05.04.23	MBA	Project review on Research Methodology	Reviews	
10.04.23	B.H.A	Challenges in HRM - Ethical issues in HRM.	HRM Aswathappa	
to 15.04.23	M.B.A	Review on data analysis and interpret- ation	Review	
17.04.23	B.H.A	Revision of Unit I and II	HRM Aswathappa	Test
to 22.04.23	M.B.A	Review on findings, interpretations	Review	Discu
24.4.23	B.H.A	Revision - 9	HRM Aswathappa	Discu
25.04.23	B.H.A	Revision - 9	HRM Aswathappa	Discu

ASWATHAPPA



Auxilium College (Autonomous)

(Accredited by NAAC with A* Grade with a CGPA of 3.55 out of 4 in the 3rd Cycle)

Gandhi Nagar, Vellore - 632 006.

FACULTY RECORD

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Academic Year : 2022 - 23
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ERP. ID : AUXMBA120

Institutional Responsibility	Department Responsibility
* Member in Placement Cell (SWFT I)	* Member of the Board of Studies * Extension activity Co-ordinator. * Maintenance of Registers. * Online course co-ordinator

TIME TABLE

ODD SEMESTER

Hour / Day Order	1	2	3	4	5
I		Accounting I II - BHA		Economics MBA-I	Wellness Management II - BHA
II		Economics I MBA	Accounting I - BHA	Accounting Package III BHA	Accounting Package III BHA
III		Economics I MBA			Accounting I - BHA
IV		Accounting II - BHA		Economics I MBA	
V		Accounting II - BHA		Economics I MBA	
VI		Wellness Management II - BHA	Value Education II - BHA	Economics I MBA	

EVEN SEMESTER

Hour / Day Order	1	2	3	4	5
I	Accounting			Research Methodology	
II	Accounting	SBE	Research Methodology		Research Methodology
III		SBE	Accounting		Accounting
IV			SBE		Research Methodology
V			SBE		Research Methodology
VI		Accounting	Value Education		Research Methodology

LESSON PLAN

LESSON PLAN

Academic Year : 2022-23
Class : II BBA (HA)
Subject : ACCOUNTING FOR HOSPITAL ADMINISTRATION I
Hours / Week : 5
Credits :

Semester : II
Class Code :
Subject Code : UCHA6720
Total Hours : 90
Total Marks : 100

Proposed Week	No. of Hrs	Unit	Topics to be Covered	Teaching Methodology	Learning Resources	Methods of Evaluation
I	5	I	Definition of Accounting - Financial Accounting - functions - Limitations	Lecture and Powerpoint	S.N. Maheshwari - Principles of Financial Accounting	Quiz
II	5	I	Meaning of accounting principles - concepts & conventions - features.	Lecture and Powerpoint	S.N. Maheshwari - Principles of Financial Accounting	Quiz
III	5	II	System of book keeping - single entry & double entry system	Lecture and Powerpoint	Reddy & Murthy - Financial Accounting	Oral test
IV	5	II	Distinction between double entry & single entry - Accounting Equation - Rules.	Lecture and Powerpoint	Reddy & Murthy - Financial Accounting	Oral test
V	5	II	Use of computer in accounting - Problems on accounting equation	Lecture and Solving problems	Reddy & Murthy - Financial Accounting	Written test
VI	5	III	Accounting cycle - Journal and Journalization	Solving problems	Reddy & Murthy - Financial Accounting	Written test

Vii	5	iii	Classification of accounts - Problems on journal entries	Lecture Solving Problems	Reddy & Murthy - Financial Accounting	Written test
Viii	5	iii	Ledger - Meaning - Method of preparing and posting Ledger	Lecture Solving Problems	Reddy & Murthy - Financial Accounting	Written test
ix	5	iv	Subsidiary books - Preparation of different books - Sales - Purchase and returns book.	Lecture Solving Problems	Reddy & Murthy - Financial Accounting	Oral test
x	5	iv	Cash book - Types - Petty cash book	Lecture Solving Problems	S. N. Maheshwari - Principles of Accounting	Written test
xi	5	iv	Bills receivable book - bills payable book - General journal	Solving Problems	Reddy & Murthy - Financial Accounting	Written test
xii	5	v	Trial balance - Meaning - Objectives - Manufacturing account	Lecture Powerpoint	Reddy & Murthy - Financial Accounting	Quiz
xiii	5	v	Final accounts - Trading accounting - Profit and loss account - Balance sheet	Lecture Powerpoint	Reddy & Murthy - Financial Accounting	Written test
xiv	5	v	Finalisation of accounts	Solving Problems	Reddy & Murthy - Financial Accounting	Written test
xv	5	v	Balance Sheet with simple adjustment entries	Solving problems	Reddy & Murthy - Financial Accounting	Written test

LESSON PLAN

Academic Year : 2021-23
 Class : III BBA (HA)
 Subject : ACCOUNTING PACKAGES
 Hours / Week : 2
 Credits :

Semester : V
 Class Code :
 Subject Code : USHA F 620
 Total Hours : 30
 Total Marks : 60

Proposed Week	No. of Hrs	Unit	Topics to be Covered	Teaching Methodology	Learning Resources	Methods of Evaluation
I	2	I	Introduction to Accounting Software packages : Marg - Lipbooks	Lecture Powerpoint	A.K. Nandhan K.K. Nandhan - Tally	Quiz
II	2	I	Profit books - Money Manager - Ex-Quickbooks - Zohobooks - Vyapar	Lecture Powerpoint	A.K. Nandhan K.K. Nandhan - Tally	Quiz
III	2	II	Journal - Ledger accounts - Trial Balance	Lecture Hands on Training	A.K. Nandhan K.K. Nandhan - Tally	Practical test
IV	2	II	Trading and Profit and loss account	PPT Hands on Training	A.K. Nandhan K.K. Nandhan - Tally	Practical test
V	2	II	Balance Sheet - Display Reports	PPT Hands on Training	A.K. Nandhan K.K. Nandhan - Tally	Practical test
VI	2	III	Profit and loss account - Display Trial Balance	PPT Hands on Training	A.K. Nandhan K.K. Nandhan - Tally	Practical test

XI	2	III	Problems on profit and loss account - Balance Sheet	PPT Hands on Training	Reddy & Murthy - Financial Accounting	Practical test
XII	2	IV	Fundamentals of Inventory - Stock groups	PPT Hands on Training	Reddy & Murthy - Financial Accounting	Practical test
XIII	2	V	Stock Categories - Godowns/ Location	PPT Hands on Training	A.K. Nandhan K.K. Nandhan - Tally	Practical test
XIV	2	V	Unit of measure - Stock items	PPT Hands on Training	A.K. Nandhan K.K. Nandhan - Tally	Practical test
XV	2	VI	Cost categories - cost centres - Inventory master creation	PPT Hands on Training	A.K. Nandhan K.K. Nandhan - Tally	Practical test
XVI	2	VI	Entering vouchers - Voucher types.	PPT Hands on Training	A.K. Nandhan K.K. Nandhan - Tally	Practical test
XVII	2	VI	Different types of Accounting - Vouchers	PPT Hands on Training	A.K. Nandhan K.K. Nandhan - Tally	Practical test
XVIII	2	VI	Ratio analysis - Various types of ratios	PPT Hands on Training	A.K. Nandhan K.K. Nandhan - Tally	Practical test
XIX	2	VII	Problems on ratio analysis	PPT Hands on Training	A.K. Nandhan K.K. Nandhan - Tally	Practical test

Academic Year : 2022-23
 Class : I MBA
 Subject : ECONOMICS FOR MANAGEMENT
 Hours / Week : 6
 Credits :

Semester : I
 Class Code :
 Subject Code : PCBAC20
 Total Hours : 90
 Total Marks : 100

Proposed Week	No. of Hrs	Unit	Topics to be Covered	Teaching Methodology	Learning Resources	Methods of Evaluation
I	6	I	Definition, Scope, Types, kinds	Powerpoint presentation	P.L. Mehta - Managerial Economics	Oral test
II	6	II	Themes, Macro & Micro Economics, Problems	Powerpoint presentation	P.L. Mehta - Managerial Economics	Case Discussion
III	6	I	Production Possibility Frontier, Efficiency, Market Mechanisms	Lecture	P.L. Mehta - Managerial Economics	Oral test
IV	6	I	Role of Government, Rise of Welfare State, Consumption Function	Lecture	Chaturvedi - Managerial Economics	Case Discussion
V	6	II	Investment function, Marginal efficiency, Multiplier, Accelerator	Powerpoint presentation	Chaturvedi - Managerial Economics	Written test
VI	6	II	Demand & Supply Analysis, Law of Supply & Demand	Powerpoint presentation	Chaturvedi - Managerial Economics	Written test

<u>VII</u>	6	<u>I</u>	Elasticity of Demand & Supply, Types Equilibrium & Changes in Market Equilibriums	Powerpoint presentation	P.L. Mehta - Managerial Economics	Oral test
<u>VIII</u>	6	<u>II</u>	Demand forecasting techniques, for new products.	Lecture	P.L. Mehta - Managerial Economics	Case Discussion
<u>IX</u>	6	<u>III</u>	Law of Diminishing Utility, Indifference curve, Cost of production	Lecture	Chaturvedi - Managerial Economics	Oral test
<u>X</u>	6	<u>III</u>	Short & long run cost function, Economies of Scale, Diseconomies	Powerpoint presentation	Chaturvedi - Managerial Economics	Oral test
<u>XI</u>	6	<u>IV</u>	Pricing, Equilibrium of firm, Perfect competition, Monopoly.	Powerpoint presentation	P.L. Mehta - Managerial Economics	Written test
<u>XII</u>	6	<u>IV</u>	Revenue, Types & relationship - Monopolistic & Oligopoly competition	Lecture	P.L. Mehta - Managerial Economics	Written test
<u>XIII</u>	6	<u>V</u>	Business Cycle, Challenges of Economic Development, Unemployment	Lecture	P.L. Mehta - Managerial Economics	Oral test
<u>XIV</u>	6	<u>V</u>	Macroeconomics - National Income and Expenditure - Macro economic aggregates.	Powerpoint presentation	Chaturvedi - Managerial Economics	Oral test
		<u>V</u>	Inflation & Deflation	Powerpoint presentation	Chaturvedi - Managerial Economics	Case Discussion

Academic Year : 2022-23
 Class : II BBA (HA)
 Subject : Wellness Management
 Hours / Week : 2
 Credits :

Semester : II
 Class Code :
 Subject Code : USHAC320
 Total Hours : 30
 Total Marks : 60

Proposed Week	No. of Hrs	Unit	Topics to be Covered	Teaching Methodology	Learning Resources	Methods of Evaluation
I	2	I	Self awareness, Dimensions of personality development, Interpersonal relations	Powerpoint presentation	Swati.Y.Bhate - Anger Management	Oral test
II	2	I	Types of complexes, Emotional Intelligence	Powerpoint presentation	Richard Regis - Lifestyle Management	Oral test
III	2	I	SWOT analysis	Powerpoint presentation	Richard Regis - Lifestyle Management	Written test
IV	2	II	Meaning, Definition and sources of stress, Lifestyle Stressors, Symptoms	Lecture	Richard Regis - Stress Management	Written test
V	2	II	Guidelines to reduce stress, Workplace harassment.	Lecture	Richard Regis - Stress Management	Written test
VI	2	II	Anger Management	Lecture	Swati.Y.Bhate - Anger Management	Case Discussion

VII	2	III	Tips for time management, Advantages	Lecture	Richard Regis - Stress Management	Oral test
VIII	2	III	Common mistakes students make in time management, Goals.	Lecture	Richard Regis - Stress Management	Oral test
IX	2	III	Procrastination, Techniques of conquering procrastination.	Powerpoint presentation	Richard Regis - Stress Management	Oral test
X	2	IV	Conflict Management, Crisis Management.	Powerpoint presentation	Richard Regis - Stress Management	Oral test
XI	2	IV	Event Management, Responsible use of technology.	Powerpoint presentation	Richard Regis - Stress Management	Case Discussion
XII	2	IV	Responsible use of social media, Change management.	Lecture	Shwati Y. Bhan - Anger Management	Case Discussion
XIII	2	V	Need for a healthy diet, Balanced diet	Lecture & Videos	Shwati Y. Bhan - Anger Management	Case Discussions
XIV	2	V	Meditation, Simple exercises for a healthy living	Lecture & Videos	Richard Regis - Stress Management	Discussions
XV	2	V	Lifestyle & disease, Health and hygiene	Lecture & Videos	Richard Regis - Stress Management	Case Discussion

LESSON PLAN

Academic Year : 2022-23
Class : II BHA
Subject : Accounting for Hospital Administration - II
Hours / Week : 6
Credits : 5

Semester : IV
Class Code :
Subject Code : UAA41A20
Total Hours : 90
Total Marks : 100

Proposed Week	No. of Hrs	Unit	Topics to be Covered	Teaching Methodology	Learning Resources	Methods of Evaluation
I	6	I	Introduction to Management Accounting - Meaning - features - Principles	Lecture & PPT	Khan & Jain - Management Accounting	Oral test
II	6	I	Scope - Functions - Advantages and Limitations - Tools & Techniques	Lecture & PPT	Khan & Jain - Management Accounting	Oral test
III	6	I	Introduction to cost Accounting - Functions - Limitations - Differences	Lecture & PPT	Khan & Jain - Management Accounting	Written test
IV	6	II	Ratio Analysis - Calculation of various ratios - profitability ratios	Lecture & Solving problems	Khan & Jain - Management Accounting	Written test
V	6	II	Liquidity ratios - Solvency ratios	Solving problems	R.S.N. Pillai & Bhagarathi - Management Accounting	Written test
VI	6	II	Turnover ratios - Capital structure ratios	Solving problems	R.S.N. Pillai & Bhagarathi - Management Accounting	Written test

WORK DONE

Academic Year : 2022-23
 Class : I BBA(HA)

Semester : III
 Class Code :

Date	Class	Topic Covered	Learning Resources	Teaching Methodology
13.7.22 to 15.7.22	I BHA	Definition of Accounting - Financial Accounting - functions - Limitations	S.N. Maheswari - Principles of Financial ac.	Powerpoint presentation
	II BHA	Introduction to Accounting Software packages : Marg - Zipbooks	A.K. Narothini K.K. Narothini - Tally	Powerpoint presentation
	I BHA	Self awareness - Dimensions of personality development, Interpersonal solutions	Richard Rejis - Lifestyle Management	Lecture
18.7.22 to 22.7.22	I BHA	Meaning of Accounting principles - Concepts & Conventions - features	S.N. Maheswari - Principles of Financial ac.	Powerpoint presentation
	II BHA	Profit books - Money manager - Ex Quick books - Zoho books - Vyapar	A.K. Narothini K.K. Narothini - Tally	Powerpoint presentation
	I BHA	Types of complexes - Emotional Intelligence - SWOT	Richard Rejis - Lifestyle Management	Lecture
25.7.22 to 29.7.22	I BHA	System of book keeping - Single entry & double entry system	S.N. Maheswari - Principle of Financial ac.	Powerpoint presentation
	III BHA	Journals - Ledgers	Reddy & Murthy - Financial Accounting	Powerpoint presentation
	I BHA	Meaning - Definition - Sources of stress	Richard Rejis - Lifestyle Management	Lecture
1.8.22 to 5.8.22	I BHA	Distinction between double entry & single entry - Accounting equation	Reddy & Murthy - Financial Accounting	Powerpoint presentation
	II BHA	Trial balance	Reddy & Murthy - Financial Accounting	Problem solving
	I BHA	Lifestyle stressors - Symptoms	Richard Rejis - Stress Management	Lecture
	I MBA	Definition, Scope	P.L. Mehta - Managerial Economics	Powerpoint presentation
7.8.22 to 12.8.22	I BHA	Uses of computer in accounting - problems on accounting equation	Reddy & Murthy - Financial accounting	Lecture
	II BHA	Trading and profit & Loss a/c.	Reddy & Murthy - Financial Accounting	Problem solving

	<u>II</u> BHA	Guideline to reduce stress	Richard Reju - Stress Management	Lecture
	<u>I</u> MBA	Types, kinds, Themes, Problems	P.L. Mehta - Managerial Economics	Conceptual presentation
16.8.22 to 19.8.22	<u>II</u> BHA	Accounting cycle - Journals & Journalisation	Reddy & Murthy - Financial Accounting	Hands-on training
	<u>III</u> BHA	Balance Sheet - Display reports	A.K. Nandhu - Tally	Problem Solving
	<u>II</u> BHA	Workplace Humour	Richard Reju - Lifestyle Management	Lecture
	<u>I</u> MBA	Micro, Macro Economics, PPF, Efficiency, Market Mechanisms.	P.L. Mehta - Managerial Economics	Conceptual presentation
22.8.22 to 26.8.22	<u>II</u> BHA	Classification of Accounts - Simple Journal entries.	S.N. Maheshwari - Financial Accounting	Problem Solving
	<u>III</u> BHA	Problems on Balance Sheet	Reddy & Murthy - Financial Accounting	Hands-on training
	<u>I</u> BHA	Anger Management	Richard Reju - Lifestyle Management	Lecture
	<u>I</u> MBA	Role of Government, Rise of welfare, Consumption function	P.L. Mehta - Managerial Economics	Conceptual presentation
29.8.22 to 2.9.22	<u>II</u> BHA	Problems on Journals.	S.N. Maheshwari - Financial Accounting	Problem Solving
	<u>III</u> BHA	Problems on Profit & Loss account	Reddy & Murthy - Financial Accounting	Hands-on training
	<u>II</u> BHA	Introduction to Time management.	Richard Reju - Lifestyle Management	Lecture
	<u>I</u> MBA	Investment function - Marginal efficiency, Multiplier, Accelerator	P.L. Mehta - Managerial Economics	Conceptual presentation
5.9.22 to 7.9.22	<u>II</u> BHA	Revision	S.N. Maheshwari - Financial Accounting	Problem Solving
	<u>III</u> BHA	Revision	Reddy & Murthy - Financial Accounting	Hands-on training
	<u>II</u> BHA	Tips for time management	Richard Reju - Lifestyle Management	Lecture
	<u>I</u> MBA	Demand & Supply Analysis, Law of Supply.	P.L. Mehta - Managerial Economics	Conceptual presentation

WORK DONE

Academic Year : 2022-23
Class : I BBA(HA)

Semester : III
Class Code :

Date	Class	Topic Covered	Learning Resources	Teaching Methodology
15.9.22 to 16.9.22	<u>I</u> BBA	Ledger - Meaning - Posting and Balancing of Ledger.	Reddy & Murthy - Financial Accounting	Power point presentation
	<u>VI</u> BBA	Profit and loss account - display Balance Sheet	A.K. Nandhan K.K. Nandhan - Tally	Hands on training
	<u>III</u> BBA	Common mistakes student make in Time Management	Richard Regis - Lifestyle Management	Lecture
	<u>I</u> MBA	Law of Diminishing Utility, Indifference Curve.	P.L. Mehta - Managerial Economics	Powerpoint presentation
19.9.22 to 23.9.22	<u>I</u> BBA	Problems on Ledger.	Reddy & Murthy - Financial Accounting	Problems solved
	<u>III</u> BBA	Fundamentals of inventory - Stock groups.	A.K. Nandhan K.K. Nandhan - Tally	Hands on training
	<u>I</u> BBA	Procrastination - Techniques for Conquering Procrastination	Richard Regis - Lifestyle Management	Activity conducted
	<u>I</u> MBA	Short run and long run function, Economics & Discontinuity	P.L. Mehta - Managerial Economics	Powerpoint presentation
26.9.22 to 30.9.22	<u>I</u> BBA	Subsidiary books - preparation of different books.	Reddy & Murthy - Financial Accounting	Problems solved
	<u>III</u> BBA	Stock categories - Godown Location	A.K. Nandhan K.K. Nandhan - Tally	Hands on training
	<u>I</u> BBA	Conflict Management - Crisis Management	Richard Regis - Lifestyle Management	Lecture
	<u>I</u> MBA	Pricing, Equilibrium of firm	P.L. Mehta - Managerial Economics	Powerpoint presentation
3.10.22 to 7.10.22	<u>I</u> BBA	Sales book - purchase book	Reddy & Murthy - Financial Accounting	Problems solved
	<u>III</u> BBA	Cost category - Cost centres.	A.K. Nandhan K.K. Nandhan - Tally	Hands on training
	<u>I</u> BBA	Event Management	Course Materials	Lecture

	I MBA	Perfect competition - Monopoly	P.L. Mehta - Managerial Economics	Powerpoint presentation
10.10.22 to 14.10.22	II BHA	Returns book - Cash book	Reddy & Murthy - Financial Accounting	Problems Solved
	III BHA	Inventory master creation	A.K. Nandhan K.K. Nandhan - Tally	Handson Training
	II BHA	Responsible use of technology	Course Materials	Discussion
	I MBA	Revenue - Types & Relationship	P.L. Mehta - Managerial Economics	Powerpoint presentation
17.10.22 to 21.10.22	II BHA	Petty cash book - Bills receivable and payable book	Reddy & Murthy - Financial Accounting	Problems Solved
	III BHA	Revision	A.K. Nandhan K.K. Nandhan - Tally	Handson Training
	II BHA	Responsible use of social use of Media	Course Materials	Discussion
	I MBA	Monopolistic competition	P.L. Mehta - Managerial Economics	Powerpoint presentation
26.10.22 to 28.10.22	I BHA	All subsidiary books	Reddy & Murthy - Financial Accounting	Problems Solved
	III BHA	Revision	Materials	Doubts clearful
	II BHA	Change Management	Course Materials	Lecture
	I MBA	Oligopoly competition	P.L. Mehta - Managerial Economics	Powerpoint presentation
29.10.22 to 04.11.22	II - CA	Examinations		
7.11.22 to 11.11.22	II BHA	Trial balance - meaning - objectives Manufacturing account	Reddy & Murthy - Financial Accounting	Problem Solved
	III BHA	Entering vouchers - types.	A.K. Nandhan K.K. Nandhan - Tally	Handson Training
	II BHA	Need for a healthy diet - Balanced diet	Course Materials	Powerpoint presentation
	I MBA	Business cycle - Challenges of economic development	P.L. Mehta - Managerial Economics	Powerpoint presentation

WORK DONE

Academic Year : 2022-23
 Class : III BBA (HA)

Semester : V
 Class Code :

Date	Class	Topic Covered	Learning Resources	Teaching Methodology
14.11.22 to 15.11.22	I BHA	Final accounts - Trading and profit & Loss account.	Reddy & Murthy - Financial Accounting	Problems Solved
	III BHA	Different types of accounting vouchers	A.K. Narthani K.K. Narthani - Tally	Hands on training
	I BHA	Meditation - Simple exercises for a healthy living	Course Materials	Powerpoint presentation
	I MBA	Macroeconomics - Unemployment	P.L. Mehta - Managerial Economics	Powerpoint presentation
21.11.12 to 25.11.12	I BHA	Finalisation of accounts	Reddy & Murthy - Financial Accounting	Problems solved
	III BHA	Ratio analysis - problems.	A.K. Narthani K.K. Narthani - Tally	Hands on training
	I BHA	Lifestyle diseases - causes - prevention	Course Materials	Powerpoint presentation
	I MBA	Inflation & Deflation	P.L. Mehta - Managerial Economics	Powerpoint presentation
28.11.12 to 29.11.12	I BHA	Balance Sheet with adjustments	Reddy & Murthy - Financial Accounting	Problems solved
	III BHA	Revision	A.K. Narthani K.K. Narthani - Tally	Hands on training
	I BHA	Revision	Course Materials	Written test
12/12/22	I MBA	Case studies	P.L. Mehta - Managerial Economics	Discussion

LESSON PLAN

Academic Year : 2022-23
Class : II BHA
Subject : Accounting for Hospital Administrators - I
Hours / Week : 6
Credits : 5

Semester : IV
Class Code :
Subject Code : UAAHA20
Total Hours : 90
Total Marks : 100

Proposed Week	No. of Hrs	Unit	Topics to be Covered	Teaching Methodology	Learning Resources	Methods of Evaluation
I	6	I	Introduction to Management Accounting - Meaning - features - Principles	Lecture & PPT	Khan & Jain - Management Accounting	Oral test
II	6	I	Scope - Functions - Advantages and Limitations - Tools & Techniques	Lecture & PPT	Khan & Jain - Management Accounting	Oral test
III	6	I	Introduction to cost Accounting - Functions - Limitations - Differences	Lecture & PPT	Khan & Jain - Management Accounting	Written test
IV	6	II	Ratio Analysis - Calculation of various ratios - Profitability ratios	Lecture & Solving problems	Khan & Jain - Management Accounting	Written test
V	6	II	Liquidity ratios - Solvency ratios	Solving problems	R. S. N. Pillai & Bhagarathi - Management Accounting	Written test
VI	6	II	Turnover ratios - Capital structure ratios	Solving problems	R. S. N. Pillai & Bhagarathi - Management Accounting	Written test

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<u>Vii</u>	6	<u>iii</u>	Fund flow Analysis - Working capital	Lecture & PPT	R. S. M. Pillai & Bhagavathy - Management Ac	Oral test
<u>Viii</u>	6	<u>iii</u>	Preparation of funds flow statement with simple adjustments	Lecture & Solving problems	Khan & Jain - Management Accounting	Written test
<u>ix</u>	6	<u>iii</u>	Cash flow analysis - Preparation of cash flow statement	Solving problems	Khan & Jain - Management Accounting	Written test
<u>x</u>	6	<u>iv</u>	Classification of costs - Elements of cost - Cost sheet.	Solving problems	Reddy & Murthy - Cost Accounting	Written test
<u>xi</u>	6	<u>iv</u>	FIFO - LIFO	Lecture & Solving problems	Reddy & Murthy - Cost Accounting	Written test
<u>xii</u>	6	<u>iv</u>	Process Costing	Solving problems	Reddy & Murthy - Cost Accounting	Written test
<u>xiii</u>	6	<u>v</u>	Marginal Costing - Meaning - CVP Analysis excluding Managerial decisions	Lecture & Solving problems	Khan & Jain - Management Accounting	Oral test
<u>xiv</u>	6	<u>v</u>	Budget & Budgetary control - Flexible budget	Solving problems	Khan & Jain - Management Accounting	Written test
<u>xv</u>	6	<u>v</u>	Cash budget - Sales & Production budget	Solving problem	Khan & Jain - Management Accounting	Written test

LESSON PLAN

Academic Year : 2022-23
 Class : 11 BHA
 Subject : Introduction to Research Methodology
 Hours / Week : 5
 Credits : 4

Semester : IV
 Class Code :
 Subject Code : UCHAK20
 Total Hours : 90
 Total Marks : 100

Proposed Week	No. of Hrs	Unit	Topics to be Covered	Teaching Methodology	Learning Resources	Methods of Evaluation
I	5	I	Definition of research - objectives - Types of research	Lecture & PPT	C.R. Kothari - Research Methodology	Written test
II	5	I	Research process - Qualities of a researcher	Lecture & PPT	C.R. Kothari - Research Methodology	Oral test
III	5	I	Criteria of good research - Problems encountered in research.	Lecture & PPT	C.R. Kothari - Research Methodology	Oral test
IV	5	II	Research Problem - Research design - features of a good research design	Lecture & PPT	Uma Sekaran - Research Methodology	Written test
V	5	III	Types of research design - factors affecting research design.	Lecture & PPT	Uma Sekaran - Research Methodology	Written test
VI	5	IV	Hypothesis - meaning - need - types - formulation - testing	Lecture & PPT	Uma Sekaran - Research Methodology	Written test

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<u>vii</u>	5	<u>iii</u>	Sampling techniques - Types of sampling	Lecture & PPT	C.R. Kothari - Research Methodology	Written test
<u>viii</u>	5	<u>iii</u>	Merits & Demerits of probability and Non-probability sampling	Lecture & PPT	C.R. Kothari - Research Methodology	Written test
<u>ix</u>	5	<u>iii</u>	Scaling - Types - Measurements - classification	Lecture & PPT	Uma Sekaran - Research Methodology	Oral test
<u>x</u>	5	<u>iv</u>	Collection of primary & secondary data - Interview techniques	Lecture & PPT	C.R. Kothari - Research Methodology	Discussion
<u>xi</u>	5	<u>iv</u>	Survey and Interview method - Merits & demerits	Lecture & PPT	C.R. Kothari - Research Methodology	Written test
<u>xii</u>	5	<u>iv</u>	Questionnaire - Types of secondary data	Lecture & PPT	Uma Sekaran - Research Methodology	Written test
<u>xiii</u>	5	<u>v</u>	Steps in report writing - Introduction to Statistical packages	Lecture & PPT	C.R. Kothari - Research Methodology	Oral test
<u>xiv</u>	5	<u>v</u>	Descriptive - Percentage Analysis - charts - Mean - Median - Mode	Lecture & PPT	C.R. Kothari - Research Methodology	Oral test
<u>xv</u>	5	<u>v</u>	Range - Variance - Standard Deviation - Correlation - Regression	Lecture & PPT	Uma Sekaran - Research Methodology	Written test

LESSON PLAN

Methodology

Academic Year : 2022-23
Class : M BHA
Subject : Social Entrepreneurship
Hours / Week : 4
Credits : 2

Semester : VI
Class Code :
Subject Code : USHAF620
Total Hours : 45
Total Marks : 60

Proposed Week	No. of Hrs	Unit	Topics to be Covered	Teaching Methodology	Learning Resources	Methods of Evaluation
I	2	I	Introduction of Social Entrepreneurship Difference between social entrepreneurship and social enterprise - Need	Lecture & PPT	Entrepreneurial Development - Jayshree Suresh	Written test
II	2	I	Factors impacting transformation into social entrepreneurship - features	Lecture & PPT	Entrepreneurial Development - Jayshree Suresh	Written test
III	2	I	The four distinctions of social entrepreneurship	Lecture & PPT	Entrepreneurial Development - Jayshree Suresh	Written test
IV	2	II	Profit and Non-profit proprietorship - partnership company - Non-governmental organisation	Lecture & PPT	Entrepreneurial Development - Jayshree Suresh	Written test
V	2	II	Limited Liability Company - Section 25 Companies	Lecture & PPT	Entrepreneurial Development - Jayshree Suresh	Written test
VI	2	II	Factors governing the selection of suitable form of ownership	Lecture & PPT	Studies in Indian Entrepreneurship - Dinanath Kanchik	Written test

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Vii	2	10	Concept of Sustainable Development - Goals - Environmental costs and its economic value.	Lecture & PPT	Studies in Indian Entrepreneurship - Kaushik	Written test
Viii	2	10	Political challenge and development issues in India - Millennium Eco-system Assessment	Lecture & PPT	Entrepreneurial Development - Jayshree Sursh	Written test
ix	2	10	Findings of Millennium Ecosystem Assessment	Lecture & PPT	Entrepreneurial Development - Jayshree Sursh	Written test
x	2	10	Methods of sensing opportunities and fields - Steps to ensure a successful start.	Lecture & PPT	Entrepreneurial Development - Jayshree Sursh	Written test
xi	2	10	Steps to start-ups and Incubation - Accessing venture capital	Lecture & PPT	Studies in Indian Entrepreneurship - Kaushik	Written test
xii	2	10	CSR funds - Types of CSR	Lecture & PPT	Studies in Indian Entrepreneurship - Kaushik	Oral test
xiii	2	10	Factors affecting success of social entrepreneurship - Business Model of Aarud Eye Care System	Lecture & PPT	Entrepreneurial Development - Jayshree Sursh	Oral test
xiv	2	10	Example of Successful Indian and foreign social entrepreneurs	Seminars	Entrepreneurial Development - Jayshree Sursh	Written test
xv	2	10	Creating business ideas - creating business design	Lecture & PPT	Entrepreneurial Development - Jayshree Sursh	Written test

LESSON PLAN

Academic Year : 2022-23
Class : BHA
Subject : Value Education
Hours / Week : 1
Credits :

Semester : VI
Class Code :
Subject Code :
Total Hours : 15
Total Marks : 100

Proposed Week	No. of Hrs	Unit	Topics to be Covered	Teaching Methodology	Learning Resources	Methods of Evaluation
I	1	1	Introduction - Health problems during adolescence.	Lecture & PPT	Course Material	Oral test
II	1	2	Healthy habits of teenagers - Health tips	Discussion	Course Material & Videos.	Oral test
III	1	3	Signs & symptoms of anemia in teens	Lecture & PPT	Course Materials	Case Discussion
IV	1	4	Premenstrual Syndrome - Uterine Fibroids	Lecture & PPT	Course Material	Oral test
V	1	5	Breast cancer - Cervical cancer	Lecture & PPT	Course Material	Oral test
VI	1	6	Introduction - The constitution of India	Lecture & PPT	Course Material	Oral test

Vii	1	iv	Legal provisions	Lecture	Course Material	Oral test
viii	1	iv	Special Initiatives for women	Lecture	Course Material	Oral test
ix	1	iv	Women in India today - Marriage child marriage	Lecture	Course Material	Discussion
x	1	iv	Dowry - Divorce - Inheritance Responsibility of educated women	Discussion	Course Material	Discussion
xi	1	v	Introduction to happiness - Beauty of happiness	Lecture & PPT	Course Material	Oral test
xii	1	v	Reason for importance of happiness	Lecture & PPT	Discussion Material	Oral test
xiii	1	v	Causes for real happiness - Major factors contribute to happiness	Discussion	Material Videos	Oral test
xiv	1	v	Introduction to Religion - Intra-religion dialogue - forms of	Lecture	Course Material	Oral test
xv	1	v	Reflection - means of nurturing	PPT	Course Material	Oral test

Even Semester :

3.1.23 to 7.1.23	<u>i</u> BHA	Introduction to Management Accounting features - principles	Khare Jain - Management Accounting	PPT
	<u>i</u> BHA	Definition of research - objectives - Types	C.R. Kothari - Research Methodology	PPT
	<u>iii</u> BHA	Introduction to social entrepreneur Need - Difference between business & social entrepreneur	Jaysheel - Entrepreneur Development	Discussion
	<u>ii</u> BHA	Introduction - health problems during adolescence.	Course Material	Discussion
9.1.23 to 13.1.23	<u>ii</u> BHA	Scope - functions - Limitations - Tools & techniques of accounting	Khare Jain - Management Accounting	PPT
	<u>i</u> BHA	Research process - Qualities of a researcher	C.R. Kothari - Research Methodology	PPT
	<u>iii</u> BHA	Features - factors imparting transformation	Jaysheel - Entrepreneur Development	Discussion
	<u>iii</u> BHA	Health habits of teenagers - Health tips	Course Material	Discussion
18.1.23 to 21.1.23	<u>i</u> BHA	Introduction to cost accounting - functions - Limitations - Differences	Khare Jain - Management Accounting	PPT
	<u>i</u> BHA	Criteria for research - Problems faced by researchers.	C.R. Kothari - Research Methodology	PPT
	<u>iii</u> BHA	Sole proprietorship - partnership - Non-governmental organisation	Jaysheel - Entrepreneur Development	Discussion
	<u>iii</u> BHA	Signs & symptoms of anemia in teens	Course Material	Discussion
23.1.23 to 28.1.23	<u>ii</u> BHA	Ratio analysis - Calculation of various ratios - profitability ratios	Khare Jain - Management Accounting	Solving problems
	<u>i</u> BHA	Research problem - Design - features of a good design	C.R. Kothari - Research Methodology	PPT
	<u>iii</u> BHA	Limited liability companies - Section 25 companies.	Jaysheel - Entrepreneur Development	PPT
	<u>iii</u> BHA	Premenstrual syndrome - Other problems.	Course Material	Discussion

WORK DONE

Academic Year : 2022-23
Class : I MBA

Semester : I
Class Code :

Date	Class	Topic Covered	Learning Resources	Teaching Methodology
30.1.23 to 4.2.23	I BHA	Liquidity ratios - Solvency ratios - Turnover & Capital Structure ratios	Khan & Jain - Management Accounting	Solving problems
	II BHA	Types of research design - factors affecting design	C.R. Kothari - Research Methodology	PPT
	III BHA	Factors governing the selection of suitable form of ownership	Jayashree - Entrepreneurial Development	PPT
8/2/23	III BHA	Breast cancer - cervical cancer	Course Materials	Lecture
06.2.23 to	I BHA	Funds flow analysis - Working Capital	Khan & Jain - Management Accounting	Solving problems
08.2.23	I BHA	Hypothesis - meaning - need - types - formulation - testing	C.R. Kothari - Research Methodology	PPT
	III BHA	Concept of sustainable development - Political challenges & development issues in India	Jayashree - Entrepreneurial Development	PPT
	III BHA	Dowry - Divorce - Inheritance responsibility of educated women	Course Materials	Discussion
09.02.23 to 16.02.23		I CA Examinations		
17.2.23 to 24.2.23	I BHA	Preparation of funds flow statement with simple adjustments.	Khan & Jain - Management Accounting	Solving problems
	I BHA	Sampling technique - Types of sampling	C.R. Kothari - Research Methodology	PPT
	III BHA	Causes for real happiness - Major factors - Inter-religion dialogues	Jayashree - Entrepreneurial Development	PPT
	III BHA	Findings of millennium ecosystems CSR funds - Types of CSR.	Course Materials	Discussion
27.2.23 to 04.03.23	I BHA	Cash flow analysis - preparation of cash flow statement.	Khan & Jain - Management Accounting	Solving problems
	I BHA	Classification of costs - Elements of cost - Cost sheet	C.R. Kothari - Research Methodology	PPT

	II BHA	Findings of Millennium Ecosystem	Jayashree Suresh - Entrepreneur Development	PPT
	III BHA	Introduction to religion - Inter religion dialogue	Course Materials	Lecture
6.3.24 to 19.3.24	I BHA	FIFO - LIFO	Khan & Jain - Management Accounting	Solving Problems
	I BHA	Sampling techniques - Merits & demerits of probability techniques	Uma Sekaran - Research Methodology	PPT
	II BHA	Methods of raising opportunities - Steps to ensure a successful startup	Jayashree Suresh - Entrepreneur Development	PPT
	II BHA	Reflection - Means of nurturing inter-religion harmony.	Course Materials	Lecture
13.3.24 to 18.3.24	I BHA	Process Costing	Khan & Jain - Management Accounting	Solving Problems
	I BHA	Scaling - types - Measurement - classification	Uma Sekaran - Research Methodology	PPT
	III BHA	CSR funds - Types of CSR -	Jayashree Suresh - Ent. Develop	PPT
	III BHA	Discussion related to general values	General Videos	Discussion
20.3.24 to 24.3.24	I BHA	Revision	Khan & Jain - Management Accounting	Solving Problems
	I BHA	Collection of primary & secondary data - Interview Methods - Questionnaire	C.R. Kothari - Research Methodology	PPT
	II BHA	Creating business designs - Ideas.	Jayashree Suresh - Ent. Develop	PPT
	II BHA	Discussion related to general values.	General Videos	Discussion
25.3.24 to 01.04.24		I CA Examinations		
3.4.24 to 05.4.24	I BHA	Marginal costing - meaning - CVP analysis	Khan & Jain - Management Accounting	Solving Problems
	I BHA	Steps in report writing - Introduction to SPSS	Uma Sekaran - Research Methodology	PPT

WORK DONE

 Academic Year :
 :

 Semester :
 Class Code :

	Class	Topic Covered	Learning Resources	Teaching Methodology
22	II BHA	Budget & budgetary Control - flexible budget	Khare & Jain - Management Accounting	Solving problems
	II BHA	Charts - Mean - Median - Mode	C.R. Kothari - Research Methodology	PPT
17.4.23 to 21.4.23	II BHA	Cash budget - Sales & Production budget	Khare & Jain - Management Accounting	Solving problems
	II BHA	Range - Variance - Correlation - Regression	C.R. Kothari - Research Methodology	PPT
24.4.23 to 25.4.23	II BHA	Revision	Khare & Jain - Management Accounting	Solving Problems
28/4/23	II BHA	Revision	C.R. Kothari - Research Methodology	Discussion

LESSON PLAN

Academic Year : 2022-2023
Class : I BHA
Subject : Fundamentals of Management
Hours / Week : 5
Credits : 4

Semester : I
Class Code :
Subject Code : UCHAA20
Total Hours : 90
Total Marks : 100

Proposed Week	No. of Hrs	Unit	Topics to be Covered	Teaching Methodology	Learning Resources	Methods of Evaluation
I	5	I	Introduction to Management Nature - Scope - Definition	Lecture	Principles of Management - L.M. Prasad	Oral Test
II	5	I	Functions of Management - Contributions of F.W. Taylor	Lecture	Business Management - C.B. Gupta	Assignment
III	5	I	Contributions of Henri Fayol and Peter F. Drucker	Lecture	Business Management - C.B. Gupta	Quiz
IV	5	II	Planning - Characteristics - importance - Types of Plans	Lecture	Business Management - C.B. Gupta	Class Discussion
V	5	II	Process of planning - SWOT- Strategies for formulation	Lecture	Business Management - C.B. Gupta	Case Study.
VI	5	II	Decision Making - Types - Process - Steps	Lecture	Business Management - C.B. Gupta	Assignment

<u>VII</u>	5	<u>II</u>	Barriers to decision making - Steps to overcome barriers	Lecture	Business Management - C.B. Gupta	Quiz
<u>VIII</u>	5	<u>III</u>	Organising - Types of Organisation - charts - classification	Lecture	Business Management - C.B. Gupta	Quiz
<u>IX</u>	5	<u>III</u>	Formal and informal organisation - authority.	Lecture	Business Management - C.B. Gupta	Assignment
<u>X</u>	5	<u>III</u>	Types of authority - Pros & Cons - delegation - Principles	Lecture	Business Management - C.B. Gupta	Oral Test
<u>XI</u>	5	<u>III</u>	Staffing - Nature - Importance - Recruitment - Selection - Training	Lecture	Business Management - C.B. Gupta	Discussion
<u>XII</u>	5	<u>IV</u>	Directing - Co-ordination - Principles - Co-operation	Lecture	Business Management - C.B. Gupta	Class Test
<u>XIII</u>	5	<u>IV</u>	Need - Techniques - control Process - Types - Principles	Lecture	Business Management - C.B. Gupta	Quiz
<u>XIV</u>	5	<u>V</u>	Reporting - Meaning - Nature - Types	Lecture	Business Management - C.B. Gupta	Assignment
<u>XV</u>	5	<u>V</u>	Budgeting - Principles - Types	Lecture	Business Management	Oral Test

LESSON PLAN

Academic Year : 2022-2023
 Class : II BHA
 Subject : Healthcare Economics
 Hours / Week : 5
 Credits : 5

Semester : II
 Class Code :
 Subject Code : VAHCE20
 Total Hours : 90
 Total Marks : 100

Proposed Week	No. of Hrs	Unit	Topics to be Covered	Teaching Methodology	Learning Resources	Methods of Evaluation
<u>I</u>	<u>5</u>	<u>I</u>	Introduction to Economics - Basic Problems of economy - Micro & Macro Economy	Lecture	Sherman Folland Allen.c. -The Economics of Healthcare	Oral Quiz
<u>II</u>	<u>5</u>	<u>I</u>	Circular Flow and Interdependence economic activities - Scarcity - Basic Concepts	Lecture	Sherman Folland Allen.c - The Economics of Healthcare	Quiz
<u>III</u>	<u>5</u>	<u>I</u>	Health Economics - Size & Scope of health economics	Lecture	Sherman Folland Allen.c - The Economics of Healthcare	Discussion
<u>IV</u>	<u>5</u>	<u>II</u>	Market - Elements of Demand & Supply	Lecture	Sherman Folland Allen.c - The Economics of Healthcare	Test
<u>V</u>	<u>5</u>	<u>II</u>	Elasticity of demand and Supply - Consumer Behaviour	Lecture	Sherman Folland Allen.c - The Economics of Healthcare	Quiz
<u>VI</u>	<u>5</u>	<u>II</u>	Approaches to consumer Behaviour	Lecture	Sherman Folland Allen.c - The Economics of Healthcare	Test

<u>vii</u>	5	<u>iii</u>	Production Function - Isoquants Products - Substitutes	Lecture	Sherman Folland Allen C. - The Economics of Healthcare	Assignment
<u>viii</u>	5	<u>iii</u>	Elasticity of Substitution - Cost Function	Lecture	Sherman Folland Allen C. - The Economics of Healthcare	Oral Test
<u>ix</u>	5	<u>iii</u>	Cost minimization - Economies of Scale - Technological Change	Lecture	Sherman Folland Allen C. - The Economics of Healthcare	Quiz
<u>x</u>	5	<u>iv</u>	What is economic evaluation - Cost Analysis - Cost Effective Analysis	Lecture	Sherman Folland Allen C. - The Economics of Healthcare	Assignment
<u>xi</u>	5	<u>iv</u>	Market - Monopoly - Perfect & Imperfect - Markets in Healthcare - Market Failure	Lecture	Sherman Folland Allen C. - The Economics of Healthcare	Written Test
<u>xii</u>	5	<u>iv</u>	Government interventions in healthcare - Health financing - Health insurance	Lecture	Sherman Folland Allen C. - The Economics of Healthcare	Discussion
<u>xiii</u>	5	<u>v</u>	Environmental influences on Health & its economic inputs	Lecture	Sherman Folland Allen C. - The Economics of Healthcare	Oral Test
<u>xiv</u>	5	<u>v</u>	Healthcare system in different countries - Economic impact of Tobacco	Lecture	Sherman Folland Allen C. - The Economics of Healthcare	Assignment
<u>xv</u>	5	<u>v</u>	Economic impact of alcohol use - models of addiction - Aspects of Population	Lecture	Sherman Folland Allen C. - The	Discussion

LESSON PLAN

Academic Year : 2022-2023
Class : III BHA
Subject : Healthcare Insurance
Hours / Week : 5
Credits : 5

Semester : V
Class Code :
Subject Code : UEHAC20
Total Hours : 90
Total Marks : 100

Proposed Week	No. of Hrs	Unit	Topics to be Covered	Teaching Methodology	Learning Resources	Methods of Evaluation
<u>I</u>	5	<u>I</u>	Introduction to Insurance - Concept of healthcare - Determinants	Lecture	IC32 & IC27 Healthcare Insurance	Quiz
<u>II</u>	5	<u>I</u>	Levels of healthcare - types - factors affecting health system in India	Lecture	IC32 Healthcare insurance	Discussion
<u>III</u>	5	<u>I</u>	Evolution of health insurance in India - Health insurance market	Lecture	IC32 Healthcare insurance	Oral Test
<u>IV</u>	5	<u>II</u>	Health Insurance Products : Types - IRDA guidelines	Lecture	IC32 & IC27 Healthcare insurance	Discussion
<u>V</u>	5	<u>II</u>	Hospitalisation indemnity Products: Classification of health insurance products - IRDA guideline	Lecture	IC32 Healthcare insurance	Quiz
<u>VI</u>	5	<u>III</u>	Hospitalisation indemnity Products - High deductible plans - Senior citizen policy - Long term care Insurance	Lecture	IC32 Healthcare insurance	Assignment

<u>VII</u>	5	<u>III</u>	Combo Products - Package policies - Health insurance for poorer sections	Lecture	IC27 Health Insurance	Quiz
<u>VIII</u>	5	<u>III</u>	Government schemes - Personal accident - Overseas travel insurance	Lecture	IC27 Health Insurance	Oral Test
<u>IX</u>	5	<u>III</u>	Group health cover - Special products - Key terms in health policies	Lecture	IC27 & IC32 Health Insurance	Discussion
<u>X</u>	5	<u>III</u>	Diagnostic related groups (DRG) - Determination of DRG - Benefits	Lecture	IC32 Health Insurance	Assignment
<u>XI</u>	5	<u>IV</u>	Health Insurance Underwriting - need, principles & tools - Process	Lecture	IC32 Health Insurance	Quiz
<u>XII</u>	5	<u>IV</u>	Group health insurance - Underwriting of overseas travel insurance	Lecture	IC32 & IC27 Health Insurance	Oral Test
<u>XIII</u>	5	<u>IV</u>	Underwriting of personal accident insurance	Lecture	IC32 Health Insurance	Written Test
<u>XIV</u>	5	<u>V</u>	claims management - Management of health insurance claims - Process	Lecture	IC32 Health Insurance	Quiz
<u>XV</u>	5	<u>V</u>	Role of third party administrators	Lecture	IC32 Health Insurance	Assignment

WORK DONE

Academic Year : 2022

Semester : I, II & V

Class : I BBA (HA), II & III BBA (HA) Class Code :

Date	Class	Topic Covered	Learning Resources	Teaching Methodology
13.7.22 to 15.7.22	II BHA	Introduction to economics - Problems of economy.	The Economics of healthcare - Sherman Folland	Lecture
	III BHA	Introduction to Insurance - Basic concepts.	IC 32 & IC 27 Healthcare Insurance	Lecture
18.7.22 to 22.7.22	II BHA	Micro & Macro Economy	The Economics of healthcare - Sherman Folland	Lecture & Discussion
1	III BHA	Healthcare determinants - Levels of healthcare - Types	IC 32 Healthcare Insurance	PPT Lecture
25.7.22 to 29.7.22	II BHA	Circular flow & Interdependence of Economic activities - Basic concepts	The Economics of healthcare - Sherman Folland	Lecture
	III BHA	Factors affecting healthcare in India - Evolution of health insurance	IC 32 Healthcare Insurance	Discussions PPT Lecture
1.8.22 to 5.8.22	II BHA	Health economics - Size & scope of health economics	The Economics of healthcare - Sherman Folland	Lecture
	III BHA	Health insurance products - Types - IRDA Guidelines	IC 32 & 27 Healthcare Insurance	PPT Lecture
	I BHA	Introduction - Nature - Scope & Definition of management.	Principles of Management - L.M. Prasad	Lecture
9.8.22 to 12.8.22	II BHA	Market - Elements of demand & Supply	The Economics of healthcare - Sherman Folland.	Lecture
	III BHA	Hospitalisation indemnity Products - Classification - Guidelines	IC 32 Healthcare Insurance	Lecture
	I BHA	Functions of management - Contribution of F.W. Taylor	Business Management - C.B. Gupta	Lecture
16.8.22 to 19.8.22	II BHA	Elasticity of demand and Supply	The Economics of healthcare - Sherman Folland	Lecture & Discussion
	III BHA	High Deductible Plans - Senior citizen policy.	IC 32 Healthcare Insurance	Lecture
	I BHA	Contribution of Henri Fayol and Peter F. Drucker	Business Management - C.B. Gupta	Lecture

22.8.22 to 26.8.22	II BHA	consumer Behaviour	Health Economics for Hospital Management - S.B. Dutta	Discussion & Lecture
	III BHA	Fixed Benefit Plans	IC 32 Healthcare Insurance	Lecture
	I BHA	Planning - characteristics, types and importance.	Business Management - C.B. Gupta	Discussion & Lecture
29.8.22 to 2.9.22	II BHA	Approaches to Consumer Behaviour	Health Economics for Hospital Management - S.B. Dutta	Discussion & Lecture
	III BHA	Long Term Care Insurance	IC 32 Healthcare Insurance	Lecture
	I BHA	Process of planning - SHOT Analysis - Strategy	Business Management - C.B. Gupta	Discussion & Lecture
5.9.22 to 9.9.22	I BHA	Revision for CA-I Exam (CA-II Exam from 8.9.22)		
	III BHA	Revision for CA-I Exam (CA-II Exam from 8.9.22)		
12/9/22	I BHA	Decision Making - Types - Process - Steps	Business Management - C.B. Gupta	Discussion & Lecture
12.9.22 to 16.9.22	II BHA	Production function - Isoquants - substitutes	Economics of healthcare - Sherman Folland, Allen	Discussion & Lecture
	III BHA	Combo products - package Policies - Health insurance for Poorest section.		
	I BHA	Organising - Types of organisations - charts - classification	Business Management - C.B. Gupta	Discussion & Lecture
19.9.22 to 23.9.22	II BHA	Elasticity of Substitution - Cost function	Economics of Healthcare - Sherman Folland, Allen	Discussion & Lecture
	III BHA	Government schemes - Personal Accident - Overseas travel Insurance	IC 27 - Healthcare Insurance	Lecture
	I BHA	Revision for CA-I Exam.		
26.9.22 to 30.9.22	II BHA	Cost minimisation - Economics of scale - Technological change	Economics of healthcare - Sherman Allen	Discussion & Lecture
	III BHA	Group health cover - Special Products - Key terms in health Policies	IC 27 - Healthcare Insurance	Lecture
	I BHA	CA-I Exam (24.9.22 to 30.9.22)		

WORK DONE

Academic Year : 2022

Semester : III

Class :

Class Code :

Date	Class	Topic Covered	Learning Resources	Teaching Methodology
3.10.22 to 7.10.22	<u>II</u> BHA	Economic Evaluation - Cost Analysis - Cost Effectiveness Analysis	Economics of healthcare - Sherman, Allen	Discussion & Lecture
	<u>III</u> BHA	Diagnostic related groups (DRG) - Determination of DRG - Benefits	IC 27 - Healthcare Insurance	Discussion & Lecture
	<u>I</u> BHA	Formal & informal Organisation - Authority - Types - Pros & Cons	Business Management - C.B. Gupta	Discussion & Lecture
10.10.22 to 14.10.22	<u>II</u> BHA	Market - Monopoly - Perfect & Imperfect market	Economics of healthcare - Sherman, Allen & c	Discussion & Lecture
	<u>III</u> BHA	Health insurance underwriting - need, principles & tools - Process.	IC 27 - Healthcare Insurance	Lecture
	<u>I</u> BHA	Delegation - Principles - Staffing - Nature - Importance	Business Management - C.B. Gupta	Discussion & Lecture
17.10.22 to 21.10.22	<u>II</u> BHA	Markets in Healthcare - Market Failure - Government intervention	Economics of Healthcare - Sherman, Allen & c	Lecture
	<u>III</u> BHA	Group Health Insurance - Under writing of Overseas travel Insurance	IC 32 Health Insurance	Lecture
	<u>I</u> BHA	Recruitment, Selection, Training - Directing - Co-ordination - principles	Business Management - C.B. Gupta	Lecture
26.10.22 to 28.10.22	<u>II</u> BHA	Health financing - Health Insurance - Revision for CA - <u>II</u>	Economics of Health care - Sherman, Allen & c	Discussion
	<u>III</u> BHA	Underwriting of Personal Accident Insurance - Revision for CA - <u>II</u>	IC 32 Health Insurance	Discussion & Lecture
	<u>I</u> BHA	Co-operation - Control - Process - Types - Principles - Revision	Business Management - C.B. Gupta	Lecture
29.10.22 to 4.11.22	BHA	CA - <u>II</u> Examination		
7.11.22 to 11.11.22	<u>II</u> BHA	Environmental influence on Health & economic impact.	Economics of Health care system - Sherman, Allen	Presentation
	<u>III</u> BHA	Claim Management Process - Management of health insurance	IC 32 Health Insurance	Discussion & Lecture

	I BHA	Reporting - Meaning, Nature & Types.	IC 27 Health Insurance	Lecture
14.11.22 to 18.11.22	II BHA	Health System in different countries - US, UK, Europe.	Economics of Health care System - Sheeran Allen.	Presentation
	III BHA	Role of TPA	IC 27 Health Insurance	Lecture
	I BHA	Budgeting - principles - Types.	Business Management - C.B. Gupta	Lecture
21.11.12 to 25.11.12	II BHA	Impact of Alcohol - models of addiction - Aging of population	Economics of health care system - Sheeran	Presentation
	III BHA	Claim Settlement of Personal Accident.	IC 27 Health Insurance	Lecture
	I BHA	Revision	Business Management - C.B. Gupta	Lecture
28.11.12 to 29.11.12	II BHA	Revision	Question Bank	Discussion
	III BHA	Revision	Question Bank	Discussion
30/12/22	I BHA	Revision	Question Bank.	Discussion

LESSON PLAN

Academic Year : 2022-23
Class : I BHA
Subject : Healthcare Ethics
Hours / Week : 5
Credits : 4

Semester : II
Class Code :
Subject Code : UCHAC20
Total Hours :
Total Marks : 100

Proposed Week	No. of Hrs	Unit	Topics to be Covered	Teaching Methodology	Learning Resources	Methods of Evaluation
I	5	I	Corporate Ethics - Role & Importance of business ethics - Values in business	Lecture Method	Business Ethics - Shaw William	Discussion
II	5	I	Definition of business ethics - Impact on business policy and strategy.	Lecture Method	Business Ethics - Shaw William	Test
III	5	I	Types of Ethical Issues - Bribes - coercion - deception - theft	Discussion	Business Ethics - Shaw William	Discussion
IV	5	II	Corporate Social Responsibility & Distributive Justice - Social Responsibility.	Lecture Method	Business Ethics - Shaw William	Assignment
V	5	II	Dealers - Vendors - Government - Social audit - Distributive justice	Lecture Method	Business Ethics - Shaw William	Assignment
VI	5	III	Code of conduct: Principles of Medical ethics - International code of ethics	Lecture/PPT	Business Ethics - Shaw William	Discussion

<u>VII</u>	5	<u>III</u>	Duties of a doctor - Patient - Para medical - Health resources	Lecture	Medical Ethics - C.M. Francis	Discussion
<u>VIII</u>	5	<u>III</u>	Mal practices - Negligence - Medical Negligence	Lecture / PPT	Medical Ethics - C.M. Francis	Test
<u>IX</u>	5	<u>IV</u>	Professional and Personal : Confidentiality - Professional secrecy.	Lecture / PPT	Medical Ethics - C.M. Francis	Discussion
<u>X</u>	5	<u>IV</u>	Rights of Patients - consent - Privatized communication	PPT	Medical Ethics - C.M. Francis	Discussion
<u>XI</u>	5	<u>IV</u>	Irrational drug therapy - Human experimentation - Clinical trials	Lecture	Medical Ethics - C.M. Francis	Discussion
<u>XII</u>	5	<u>V</u>	Sex-Preselection - Female Feticide - Reproduction medicine	Lecture	Medical Ethics - C.M. Francis	Discussion
<u>XIII</u>	5	<u>V</u>	Assisted Reproduction Technologies	Lecture	Medical Ethics - C.M. Francis	Discussion
<u>XIV</u>	5	<u>V</u>	Surrogacy - Abortion	Lecture	Medical Ethics - C.M. Francis	Discussion
<u>XV</u>	5	<u>V</u>	Euthanasia - Organ donation	Lecture	Medical Ethics - C.M. Francis	Discussion

LESSON PLAN

Academic Year : 2022-23
Class : BBA (Hospital Administration)
Subject : Health Services Marketing
Hours / Week : 5
Credits : 5

Semester : IV
Class Code :
Subject Code : UAHSM20
Total Hours :
Total Marks : 100

Proposed Week	No. of Hrs	Unit	Topics to be Covered	Teaching Methodology	Learning Resources	Methods of Evaluation
I	5	I	Basic Marketing Concepts	Lecture Method	Services Marketing - Rama Mohana Rao	Test
II	5	I	Evolution of Marketing concepts - Marketing & Service Marketing mix	Lecture Method	Services Marketing - Rama Mohana Rao	Assignment
III	5	I	Concept of service - classification - Challenges.	Lecture Method	Services Marketing - Rama Mohana Rao	Discussion
IV	5	II	Growth of Service - Career opportunities in Service Sector	Lecture Method	Services Marketing - Rama Mohana Rao	Discussion
V	5	II	Planning & creating services - Development of new services.	Lecture Method	Services Marketing - Rama Mohana Rao	Test
VI	5	II	Distribution of Services - Pricing Strategies (Service)	Lecture Method	Services Marketing - Rama Mohana Rao	Discussion

<u>Vii</u>	5	<u>iii</u>	Competitive threats - Competition Analysis	Lecture Method	Services Marketing - Rama Mohana Rao	Test
<u>Viii</u>	5	<u>iii</u>	Competitive Advantage - Service failures & Recovery.	Lecture Method	Services Marketing - Rama Mohana Rao.	Assignment
<u>ix</u>	5	<u>iii</u>	Service Branding - Promotion	Lecture Method	Services Marketing - Rama Mohana Rao.	Discussion
<u>x</u>	5	<u>iv</u>	Consumer Behaviour in Services - Expectation & Perceptions of customers	Lecture Method	Services Marketing - Rama Mohana Rao	Test
<u>xi</u>	5	<u>iv</u>	Service Quality - Determinants of Service Quality.	Lecture Method	Services Marketing - Rama Mohana Rao	Discussion
<u>xii</u>	5	<u>iv</u>	CRM - Framework of CRM	Lecture Method	Services Marketing - Rama Mohana Rao	Discussion
<u>xiii</u>	5	<u>v</u>	Managing service demand - Service capacity.	Lecture Method	Services Marketing - Rama Mohana Rao	Discussion
<u>xiv</u>	5	<u>v</u>	Service Encounter - Moment of truth.	Lecture Method	Services Marketing - Rama Mohana Rao	Discussion
<u>xv</u>	5	<u>v</u>	Service Interaction Process - Employee participation	Lecture Method	Services Marketing	Discussion

LESSON PLAN

Academic Year : 2022-23
Class : BBA [Hospital Administration] - Ist year
Subject : Environmental Studies
Hours / Week : 2
Credits :

Semester : IV
Class Code :
Subject Code :
Total Hours :
Total Marks :

Proposed Week	No. of Hrs	Unit	Topics to be Covered	Teaching Methodology	Learning Resources	Methods of Evaluation
I		I	Definition of Environment - Scope and importance	Lecture Method	Course Material	Presentation
II		I	Segments of Environment - Natural resources : Water	Lecture Method	Course Material	Discussion
III		I	Natural Resources : Land, Wind, Energy, Forest & Mineral Resources	Lecture Method	Course Material	Discussion
IV		II	Ecosystem - Structure and functions - Food Chain & Food Web	Activity	Course Material	Presentation
V		II	Ecological pyramids - Types of Ecosystem - Lake Ecosystem, Pond Ecosystem.	Activity	Course Material	Presentation
VI		III	Forest Ecosystem - Grass - Desert - Ocean Ecosystem - Ecological Succession	Lecture Method	Course Material	Discussion

<u>Vii</u>	<u>iii</u>	Biodiversity : General terms - Types of Diversity	Lecture Method	Material	Test
<u>Viii</u>	<u>iii</u>	India as a mega biodiversity zone - Threats to biodiversity	Lecture Method	Course Material	Test
<u>ix</u>	<u>iii</u>	Conservation of Biodiversity - Values of Biodiversity	Lecture Method	Course Material	Discussion
<u>X</u>	<u>iv</u>	Pollution : Air, Water, Soil & Noise pollution.	Lecture Method	Course Material	Assignment
<u>XI</u>	<u>iv</u>	Causes, effects and control measures - Rain Water Harvest	Lecture Method	Course Material	Assignment 50
<u>XII</u>	<u>iv</u>	Watershed Management - Solid Waste Management.	Lecture Method	Course Material	Assignment
<u>XIII</u>	<u>v</u>	Human Population & Environment - Act - Issues & Global Warming	Lecture Method	Course Material	Discussion
<u>XIV</u>	<u>v</u>	Climate change - Ozone layer - Depletion - Acid Rain - Sustainable Development.	Lecture Method	Course Material	Discussion
<u>XV</u>	<u>v</u>	Population Explosion - Role of IT in Environment conservation	Lecture Method	Course Material	Discussion

LESSON PLAN

Academic Year : 2022-23
Class : I BHA
Subject : SBE: COMMUNICATION SKILLS IN ENGLISH
Hours / Week : 2
Credits : 2

Semester : II
Class Code :
Subject Code : USHAB220
Total Hours :
Total Marks : 60

Proposed Week	No. of Hrs	Unit	Topics to be Covered	Teaching Methodology	Learning Resources	Methods of Evaluation
I	2	I	Definition of communication - Elements	Lecture Method	Material	Test
II	2	I	Types and Media's of communication	Lecture Method	Material	Extemporane
III	2	I	Process of communication - Barriers in communication	Lecture Method	Material	Test
IV	2	II	Structure of Letter - Leave letter	Lecture Method	Communication skills - Chaturvedi	Assignment
V	2	II	Complaint Letter - Letter of application enquiry	Lecture Method	Material	Assignment
VI	2	II	Sales Letter - Banking correspondence	Lecture Method	Professional communication - B.S. Verma & P.T.S. Purdie	Assignment

<u>VII</u>)	2	<u>III</u>	Every day words - General Statements.	Lecture Method	Communication Skills - Chathurvedi	Role Play.
<u>VIII</u>)	2	<u>III</u>	Everyday words - General Statements	Lecture Method	Communication Skills - Chathurvedi	Role Play.
<u>IX</u>)	2	<u>III</u>	Past - Present - Future	Lecture Method	Communication Skills - Chathurvedi	Discussion
<u>X</u>)	2	<u>IV</u>	Aptitude Test - Logical & Reasoning	Lecture Method	You and the interview board - B.S. Sijwali	Mock Interview
<u>XI</u>)	2	<u>IV</u>	Basic Interview Questions - Preparation of Resume Writing	Lecture Method	Material	Mock Interview
<u>XII</u>)	2	<u>IV</u>	Discharge Summary - Consent for admission	Activity	Material	Test
<u>XIII</u>)	2	<u>V</u>	Group Discussions - Role play	Lecture Method	Material	Role Play
<u>XIV</u>)	2	<u>V</u>	Email - Browsing for assignments.	Lecture Method	Material	Discussion
<u>XV</u>)	2	<u>V</u>	Presentation Skills - Use of Google Scholar	Lecture Method	Material	Discussion

LESSON PLAN

Academic Year : 2022-23
Class : I BHA
Subject : Value Education
Hours / Week : 1
Credits :

Semester : IV
Class Code :
Subject Code : UVED B21
Total Hours :
Total Marks :

Proposed Week	No. of Hrs	Unit	Topics to be Covered	Teaching Methodology	Learning Resources	Methods of Evaluation
I	1		Introduction to Time Management	Lecture Method	Material	Discussion
II	1		Five steps to successful Time Management.	Lecture Method	Material	Discussion
III	1		Components of Justice - Five types of Justice	Lecture Method	Material	Discussion
IV	1		Issues connected to Social Justice - In the world - In India	Lecture Method	Material	Discussion
V	1		Social Analysis - Agents of Social Transformation.	Lecture Method	Material	Discussion
VI	1		Strategies to be adopted for Social Justice	Lecture Method	Material	Discussion

VI	1	Social Justice as an Inter Religious project.	Lecture Method	Material	Discussion
VII	1	Caring for Nature - Introduction	Lecture Method	Material	Discussion
VIII	1	Ecological Crisis	Lecture Method	Material	Discussion
IX	1	Caring for Environment	Lecture Method	Material	Discussion
X	1	Experience Nature	Lecture Method	Material	Discussion
XI	1	Steps to care for nature - as individuals, as groups.	Lecture Method	Material	Discussion

18/8/23

WORK DONE

Academic Year : 2022 - 23

Semester : IV

Class : BBA [HA]

Class Code :

Date	Class	Topic Covered	Learning Resources	Teaching Methodology
03.01.23 to 07.01.23	<u>II</u> BHA	Basic Marketing concepts - Evolution	Marketing - Philip Kotler	Lecture Method
	<u>II</u> BHA (EVS)	Definition - Scope & Importance Of Environment	course Material	Lecture Method.
	<u>I</u> BHA	Corporate Ethics - Role & Importance of Business Ethics - Values in Business	Business Ethics - Shaw	Lecture Method.
	<u>I</u> BHA (SBE)	Definition of communication - Elements	Notes (Material)	Lecture Method
09.01.23 to 13.01.23	<u>II</u> BHA	Marketing & Service Marketing Mix	Services Marketing - Rama Mohan Rao	Lecture Method
	<u>II</u> BHA (EVS)	Segments of Environment - Natural Resources: Water	course Material	Lecture Method.
	<u>II</u> BHA	Definition of Ethics - Impact on Business Policy and Strategy.	Business Ethics - Dr. Sankaran	Lecture Method.
	<u>I</u> BHA (SBE)	Types and Media of communication - Process of communication	Material	Activity.
18.01.23 to 21.01.23	<u>II</u> BHA	Service - Classification - Challenges - Growth of service sector	Service Marketing - Rama Mohan Rao	Lecture Method
	<u>II</u> BHA (EVS)	Natural resource - Land, Wind, Energy, Forest & Mineral Resources.	course Material	Lecture (Discussion)
	<u>I</u> BHA	Types of Ethical Issues - Bribes - coercion - deception - theft.	Business Ethics. - Dr. Sankaran	Lecture Method.
	<u>I</u> BHA (SBE)	Barriers in communication	Notes (Material)	Activity & Lecture Method.
23.01.23 to 28.01.23	<u>II</u> BHA	Career Opportunities in Service Sector - Planning & Creating Service	Service Marketing - Rama Mohana Rao	Lecture Method
	<u>II</u> BHA	Ecosystem - Structure and functions - Food chain & Food webs	course Material	Lecture Method
	<u>I</u> BHA	CSR - Distributive Justice	Business Ethics - Dr. Sankaran	Discussion & Lecture method

Sl	I (BHA (SBE))	Structure of Letter - Leave letter	Notes	Discuss & Activities
30.01.23 to 04.02.23	II BHA	Development of New Services - Distribution of Services, Pricing	Services Marketing - Rama Mohana Rao.	Lecture Method
	II BHA	Ecological pyramids - Types - Lake Ecosystem, Pond Ecosystem.	Course Material	Lecture Method
	I BHA	Social Responsibility - Dealers - venders - Government - Social Audit	Lecture Method	Business Environment - Dr. Sankar
27/2/23	I BHA	Sales Letter - Banking Correspondence	Notes	Discuss
6.02.23 to 10.02.23	I & II BHA	Revision - CA I Exams		
13.02.23 to 18.02.23	I & II BHA	CA I Exams (13.02.23 to 16.02.23)		
	II BHA	Competitive Threats	Marketing Management - Phillip Kotler	Lecture Method
	II BHA	Forest - Grass - Desert - Ocean Ecosystem	Course Material	Discuss
	I BHA	Duties of a doctor - Patient - Para medical - Health resources	Lecture Method	Medical Ethics - C.H. Francis
20.02.23 to 25.02.23	II BHA	Competitive Analysis - Competitive Advantage.	Marketing Management - Phillip Kotler	Lecture Method
	II BHA	Ecological Succession - Biodiversity - General Terms - Types	Course Material	Discuss
	I BHA	Mal practices - Negligence - Medical Negligence.	Medical Ethics - C.M. Francis	Lecture Method
	I BHA	Everyday Words - General Statements	Material	Discuss
27.02.23 to 04.03.23	II BHA	Service Failure & Recovery - Service Branding.	Services Marketing - Rama Mohana Rao	Lecture Method
	II BHA	India - Diversity zone - Threats to Diversity	Course Material	Discuss
	I BHA	Past - Present - Future Tenses	Material	Discuss
	I BHA	Professional & Personal - Confidentiality - Secrecy	Medical Ethics - C.M. Francis	Lecture Method

WORK DONE

Academic Year :

Class :

Semester :

Class Code :

Date	Class	Topic Covered	Learning Resources	Teaching Methodology
6.03.23 to 10.3.23	I BHA	Promotion - Consumer Behaviour in Services - Expectation	Services Marketing - Rama Mohan Rao	Lecture Method
	II BHA	Conservation & Values of Biodiversity	Course Material	Discussion
	I BHA	Professional Secrecy	Medical Ethics - C.M. Francis	Lecture Method
	I BHA	Aptitude Test - Logical & Reasoning - Basic Interview Questions.	Material	Discussion
13.03.23 to 18.03.23	II BHA	Perception of customers - Service Quality - Determinants	Service Marketing - Rama Mohan Rao	Lecture Method.
	II BHA	Pollution - Types, Cause & effect - control measures.	Course Material	Discussion
	I BHA	Rights of patients - consent Privatized communication	Medical Ethics - C.M. Francis	Lecture Method
	I BHA	Resume Writing - Discharge Summary - consent for admission	Material	Discussion
20.03.23 to 24.03.23	II BHA	CRM - Framework - Types.	Services Marketing - Rama Mohan Rao	Lecture Method.
	II BHA	Rainwater Harvesting - Water management - Solid Waste management.	Course Material	Lecture & Discussion
	I BHA	Irrational drug therapy - Human experimentation - clinical trials.	Medical Ethics - C.M. Francis	Lecture Method.
	I BHA	Group discussions - Role play.	Material	Activity
25.03.23 01.04.23	II BHA & TBHA	CA II Examination		
03.04.23 to 05.04.23	II BHA	Managing Service Demand & Service Capacity.	Services Marketing - Rama Mohan Rao	Lecture Method.
	II BHA	Human Population & Environment Act.	Course Material	Discussion

	I BHA	Email-Browsing - Presentation Skills.	Material	Discussion
	I BHA	Sex-Preselection - Female Feticide - Reproduction Medicine	Medical Ethics - C.M. Francis	Discussion
10.04.23 to 15.04.23	II BHA	Service Encounter - Moment Of Truth	Services Marketing - Rama Mohana Rao	Lecture Method
	II BHA	Global Warming - Climate Change - Ozone Layer Depletion	Course Material	Discussion
	I BHA	Usage of Google Scholar.	Material	Discussion
	I BHA	Assisted Reproductive Technologies - Surrogacy - Abortion	Medical Ethics - C.M. Francis	Discussion
17.04.23 to 22.04.23	II BHA	Service Interaction Process - Employee customer Participation	Services Marketing - Rama Mohana Rao	Lecture Method
	II BHA	Acid Rain - Sustainable Development - Population Explosion - Role Of IT in conservation	Course Material	Discussion
	I BHA	Role Play - Extempore	Activity	Activity
	I BHA	Euthanasia - Organ Donation	Medical Ethics - C.M. Francis	Lecture Method
24.04.23 to 25.04.23	II BHA BHA	Revision	—	—