

Business Administration -II
Financial Management

Semester V	Subject Code: C51708	Lectures: 60
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Objectives:

- To enable an understanding of the concepts and criticality of the finance function in the creation and sustenance of Business Entities
- To help students learn application of basic financial concepts in the domain of Corporate and Personal Finance

Unit 1: Introduction to Finance Function

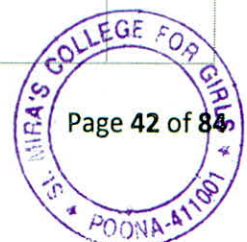
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- Finance:
 - Concept and Importance
 - Scope of Finance Function
- Duties and Responsibilities of Finance Executives:
 - Recurring Duties
 - *Non-recurring Duties*
- Developments in Finance:
 - Financial Re-engineering: Need
 - Demonetisation: Impact
 - E-wallets, Mobile Apps & Plastic Money: Usage
 - Cloud Security Management
 - Behavioural Finance
 - Neuro Finance

Unit 2: Financing and Investment Decisions

14

- Financial Plan:
 - Meaning
 - Importance
 - Steps in Financial Planning
- Capitalisation: Concept
- Over Capitalisation:
 - Concept
 - Causes
 - Effects
 - Remedies
- Under Capitalisation:
 - Concept
 - Causes
 - Effects
 - Remedies



- Capital Budgeting:
 - Meaning
 - Importance
 - Techniques considering and not considering Time Value of Money

Unit 3: Indian Financial System

10

- Structure of Indian Financial System
- Financial Market:
 - Money Market- concept
 - Capital Market
 - Meaning
 - Functions
 - Primary Market- concept
 - Secondary Market- concept
- Stock Exchanges:
 - Meaning
 - Examples
 - Working of BSE
- Developments in Capital Market:
 - Circuit Breakers
 - Demutualisation
- Case Studies:
 - Sahara Group Financial Scam
 - Saradha Chit Fund Ponzi Scheme
 - Rajat Gupta & Insider Trading

Unit 4: Financial Services

14

- Financial services:
 - Meaning
 - Classification
- Important Financial services:
 - Merchant Banking:
 - Meaning
 - Services
 - Mutual Funds:
 - Meaning
 - Types
 - Venture Capital:
 - Meaning
 - Features
 - Recent Advances in Financial Services:
 - Crowd Funding:

- Case Study: Punyakoti
- Angel Finance
 - Case Study: Rajan Anandan
- Government Financial Schemes to Start-up Business:
 - Mudra Loan Scheme
 - Stand-up India Scheme
- Micro Insurance

Assignments, Case Studies, Guest Lectures, Library -12 Hours

Reference Books:

- Pathak Bharati. V.(2014), “Indian Financial System”, 4th Ed, Pune, Delhi, Dorling Kindersley (India) Pvt. Ltd.
- Dr. Kohok M. A (2011), “Advanced Financial Management”, 15th Ed, Pune, Everest Publishing House.
- R. P. Rustagi (1999), “Principles of Financial Management”, New Delhi, Galgotia Publishing.
- Khan. M.Y. and Jain. P.K (1999), “Basic Financial Management”, 2nd Ed, New Delhi, Tata McGraw Hill.
- Dr. Vechalekar N. M (2008), “Financial Management”, Pune, Nirali Prakashan.
- Inamdar. M. Satish (2004), “Principles of Financial Management”, Pune,
 - Everest Publishing House.
- Pandey .I.M. (). “Financial Management”, th Ed, New Delhi, Vikas Publications.
- Khan. M.Y. and Jain. P.K (2004). “Financial Management”, 4th Ed, New Delhi, Tata McGraw Hill.
- Dr. Gurusamy S. (2004), “Indian Financial System”, Chennai, Vijay Nicole Imprints Pvt. Ltd.
- Machiraju H.R. (2003) “Indian Financial System”, 2nd Ed, New Delhi, Vikas Publishing House Pvt. Ltd.
- Dr. Gurusamy S. (2006), “Financial Markets & Institutions” Chennai, Vijay Nicole Imprints Pvt. Ltd.

Business Administration -II
Production Management

Semester VI	Subject Code: C61708	Lectures: 60
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Objectives:

- To study and comprehend essentials of Production /Operations in the life of a Manufacturing Unit
- To make the students aware of the competitive practices in Production and Operations Management

Unit 1: Production / Operations Management

10

- Production/ Operations Management:
 - Meaning
 - Importance
 - Functions
 - Manufacturing versus Service Operations
- Production Planning and Control:
 - Routing
 - Scheduling
 - Dispatching
 - Follow – up
- Trends in Production and Operations Management
- International Operations Management

Unit 2: Product, Process and Work Design

12

- Product/ Service Design: Concept
 - Factors determining a Product/ Service Design
 - Characteristics of a Good Design
- Product Development:
 - Concept
 - Stages
 - Tools of Product Development:
 - Standardisation
 - Simplification
 - Diversification
- Design of Work Systems:
 - Single Piece Flow System
 - Types of Manufacturing Systems
 - Work Study
- Case Studies:
 - Volkswagen Emissions Scandal

○ Nike Product Development from Concept to Consumer	
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Unit 3: Purchasing and Material Handling	14
<ul style="list-style-type: none"> ● Material Requirement Planning: <ul style="list-style-type: none"> ○ Objectives ○ Operation of the Manufacturing Resource Planning System ○ MRP in Services ● Scientific Purchasing: <ul style="list-style-type: none"> ○ Meaning ○ Importance ○ Purchase Procedure ● Inventory management <ul style="list-style-type: none"> ▪ Meaning ▪ ABC Analysis ▪ VED Analysis ● Materials Handling: <ul style="list-style-type: none"> ○ Meaning ○ Importance ○ Material Handling Equipments 	

Unit 4: Industrial Engineering	12
<ul style="list-style-type: none"> ● Maintenance Management: <ul style="list-style-type: none"> ○ Meaning ○ Objectives of a good Maintenance System ● Fatigue Study: <ul style="list-style-type: none"> ○ Meaning ○ Causes ○ Remedies ● Safety Management: <ul style="list-style-type: none"> ○ Safety Equipment and Devices: ○ HIRA (Hazard Identification and Risk Analysis) ○ OHSMS (Occupational Hazard and Safety Management System) ● Quality Control: <ul style="list-style-type: none"> ○ ISO Certification ○ Quality Circles 	

Assignments, Case Studies, Guest Lectures, Library -12 Hours

Reference Books:

- K. Aswathappa & Bhat Shridhara K.(2014). "Production and Operations Management", 2014 Ed., Mumbai, Himalaya Publishing House.
- Chary (2009). "Production and Operations Management", 4th Ed., New Delhi, Tata McGraw-Hill Publishing Co. Ltd.
- Chase (2000). "Production and Operations Management", 8th Ed., New Delhi, Tata McGraw-Hill Publishing Co. Ltd.
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- Panneerselvam (2002). "Production and Operations Management", New Delhi, Prentice Hall.
- Adam and Ebert (1995). "Production and Operations Management", 5th Ed., New Delhi, Prentice Hall.
- Jhamb. L.C (2009). "Production (Operations) Management ", 14th Ed., Pune, Everest Publishing House.
- Muhlemann (2008). "Production and Operations Management", New Delhi, Pearson Education, Darling Kindersley Pvt. Ltd.
- Goel B.S (2008), "Production and Operations Management", 15th Ed., Meerut, Pragati Prakashan.
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- Chunawala. S. A (2000). "Production and Operation Management", 4th Ed, New Mumbai, Himalaya Publishing House.