



Re-Accredited 'B++' 2.86 CGPA by NAAC

**VEER NARMAD SOUTH GUJARAT UNIVERSITY**

University Campus, Udhna-Magdalla Road, SURAT - 395 007, Gujarat, India.

**વીર નર્મદ દક્ષિણ ગુજરાત યુનિવર્સિટી**

યુનિવર્સિટી કેમ્પસ, ઉદ્ધના-મગદલા રોડ, સુરત - ૩૯૫ ૦૦૭, ગુજરાત, ભારત.

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## **-: પરિપત્ર :-**

વાણિજ્ય વિદ્યાશાખા હેઠળની સંલગ્ન તમામ કોલેજોના આચાર્યશ્રીઓને જણાવવાનું કે, શૈક્ષણિક વર્ષ ૨૦૨૪-૨૫ થી અમલમાં આવનાર B.Voc in Industrial Management Sem.- 1 & 2 નો પેટાસમિતિ દ્વારા તૈયાર કરવામાં આવેલ અભ્યાસક્રમ બી.બી.એ.વિષયની નિયુક્ત એડહોક અભ્યાસ સમિતિ ની તા.૨૧/૦૫/૨૦૨૪ ની સભાના ઠરાવ ક્રમાંક:૦૩ અન્વયે મંજૂર કરી વાણિજ્ય વિદ્યાશાખાને કરેલ ભલામણ વાણિજ્ય વિદ્યાશાખાના અધ્યક્ષશ્રીએ વાણિજ્ય વિદ્યાશાખાની મંજૂરીની અપેક્ષાએ વાણિજ્ય વિદ્યાશાખાવતી વાણિજ્ય વિદ્યાશાખાના અધરધેન ડીનશ્રીએ મંજૂર કરી એકેડેમિક કાઉન્સિલને કરેલ ભલામણ એકેડેમિક કાઉન્સિલની તા.૦૧/૦૩/૨૦૨૪ ની સભાના ઠરાવ ક્રમાંક:૧૦૪ અન્વયે માન.કુલપતિશ્રીને આપેલ સત્તા અંતર્ગત ઈ.ચા.માનનીય કુલપતિશ્રી દ્વારા મંજૂર કરેલ છે. જેનો અમલ કરવા આથી જાણ કરવામાં આવે છે.

**બી.બી.એ.વિષયની નિયુક્ત એડહોક અભ્યાસ સમિતિની તા.૨૧/૦૫/૨૦૨૪ની સભાના ઠરાવ ક્રમાંક:૦૩**  
:: આથી ઠરાવવામાં આવે છે કે, શૈક્ષણિક વર્ષ ૨૦૨૪-૨૫ થી અમલમાં આવનાર B.Voc.(Industrial Management) Sem.- 1 & 2 નો પેટાસમિતિ દ્વારા તૈયાર કરવામાં આવેલ અભ્યાસક્રમ મંજૂર કરી તે મંજૂર કરવા વાણિજ્ય વિદ્યાશાખાને ભલામણ કરવામાં આવે છે.

બિડાણ: ઉપર મુજબ

ક્રમાંક : એસ./સિલેબસ/પરિપત્ર/૧૧૩૪૫/૨૦૨૪  
તા.૩૦-૦૫-૨૦૨૪

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કુલસચિવ

પ્રતિ,

- ૧) વાણિજ્ય વિદ્યાશાખા હેઠળની સંલગ્ન તમામ કોલેજોના આચાર્યશ્રીઓ,  
.....આપશ્રીની કોલેજના સંબંધિત શિક્ષકો/વિદ્યાર્થીઓને જાણ કરી અમલ કરવા સારું.
- ૨) અધરધેન ડીનશ્રી, વાણિજ્ય વિદ્યાશાખા.
- ૩) પરીક્ષા નિયામકશ્રી, પરીક્ષા વિભાગ, વીર નર્મદ દ.ગુ.યુનિવર્સિટી, સુરત.
- ૪) એકેડેમિક વિભાગ, વીર નર્મદ દ.ગુ.યુનિવર્સિટી, સુરત.
- ૫) જોડાણ વિભાગ, વીર નર્મદ દ.ગુ.યુનિવર્સિટી, સુરત.

.....તરફ જાણ તેમજ અમલ સારું.

DETAILED SYLLABUS

**BACHELOR OF VOCATIONAL STUDIES**

**B.Voc in Industrial Management**

**B.Voc Semester I & Semester II**

**VEER NARMAD SOUTH GUJARAT UNIVERSITY**

**Framework of B.Voc in Industrial Management  
Semester I & Semester II**

*Effective from Academic year  
2024-25.*

Semester	Discipline Specific Core Courses	Discipline Specific Electives	Multi Disciplinary Courses	Ability Enhancement Courses	Skill Enhancement Courses	Value Addition Courses	RP/OJT	Total Credits / Hours
I	Occupational Safety & Health 03 Credits 45 Hours  General Production Processes – I 03 Credits 45 Hours	Principles of Management 02 Credits 30 Hours		Functional English – I 02 Credits 30 Hours	Computing Skills – I 01 Credit 15 Hours	Business Soft Skills 01 Credit 15 Hours	18 540 Hours	30 720 Hours
II	General Production Processes – II 03 Credit 45 Hours	Organizational Behaviour 02 Credits 30 Hours	Business Economics 02 Credits 30 Hours	Communication Skills – I 02 Credit 30 Hours	Computing Skills – II 01 Credit 15 Hours	Environmental Regulation 02 Credit 30 Hours	18 540 Hours	30 720 Hours

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**Eligibility** : 10 + 2 or equivalent (any stream)

**Tuition Fees** : Rs.22,000/- per semester

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**B.Voc in Industrial Management  
Semester – I  
Functional English - I**

Course	B.Voc in Industrial Management (Sem – I)
Course Title	Functional English – I
Credit	02
Teaching per Week	02
Minimum weeks / Semester	30 Hours
Medium of Instruction	English
Course Objective	<ol style="list-style-type: none"> <li>1. The student must be taught the art of business correspondence.</li> <li>2. To develop written and oral communication skills among the students</li> </ol>
Course Outcome	<ol style="list-style-type: none"> <li>1. The students would refresh the basics of English communication and learn various formats of business correspondence.</li> </ol>

**Course Content**

**Unit 1. Basic English Grammar**

Tenses; Conjunctions – Usage of (although, though, even though, in spite of, despite, as well as, in case, unless, as long as, as if, for); Prepositions; Voices (Active and Passive); Speeches (Direct and Indirect); Punctuations; Degree of Comparisons; Adjective Clauses and Noun Clause.

**Unit 2. Vocabulary**

Use of Dictionary (Antonyms & Synonyms); Roots; Prefix; Suffix; Words Often Confused; One Word Substitute; Word Building; Phrasal Verbs; Idioms; Simile; Homonyms; Homophones

**Unit 3. Understanding Communication (Theory)**

Definition, Process, Importance, Types of Communication, Characteristics, 7 Cs of Effective Communication, Barriers to Effective Communication, Overcoming Barriers

**Unit 4. Correspondence (Application Based)**

Format - Business Letter, Quotations, Tenders, Placing Business Order, Project Report

**References**

1. Rajendra Pal and J. S. Korlahalli 2004 *Essentials of Business Communication*. Sultan Chand & Sons
2. Asha Kaul 2007. *Business Communication* PHI Publication
3. Sanjay Kumar & Pushp Lata 2015 *Communication Skills Oxford* University Press

*Pushp Lata*

**B.Voc in Industrial Management  
Semester – I  
Business Soft Skills**

Course	B.Voc in Industrial Management (Sem – I)
Course Title	Business Soft Skills
Credit	01
Teaching per Week	01
Minimum weeks / Semester	15 Hours
Medium of Instruction	English
Course Objective	1. To prepare the students as future entrepreneurs. 2. To develop among the students soft skills necessary to be employment ready.
Course Outcome	1. The students would understand the importance of being goal oriented, having a positive attitude and the importance of time and how to manage it properly.

**Course Content**

**Unit 1 : Goal Setting**

Importance of Goal Setting, SMART Goals, Types of Goals, Benefits, How to set Goals

**Unit 2 : Positive Attitude**

Define positive attitude, Technique of Visualization, Technique of Affirmation

**Unit 3 : Time Management**

Objectives and significance of Time Management, Steps of Effective Time Management, Procrastination and ways to overcome.

**Unit 4 : Leadership**

Understanding Leadership and its Importance, Traits and Models of Leadership, Basic Leadership Skills (Motivation, Teamwork, Negotiation, Networking)

**References:**

1. Ashokan M.S. 2015 *Karmayogi: A Biography of E. Sreedharan*. London, UK: Penguin
2. Kalam, A.P.J. 2003 *Ignited Minds: Unleashing the Power within India*. New Delhi: Penguin Books India
3. Norman Vincent Peale 2016 *The Power of Positive Thinking* Grapevine India Publishers

*Chennai*

**B.Voc in Industrial Management**  
**Semester – I**  
**Computing Skills - I**

Course	B.Voc in Industrial Management (Sem – I)
Course Title	Computing Skills – I
Credit	01
Teaching per Week	01
Minimum weeks / Semester	15 Hours
Medium of Instruction	English
Course Objective	1. To familiarize the students with electronic business 2. To acquaint the students with the infrastructure of e-business
Course Outcome	1. The students would understand the importance of computing skills, the role of computer knowledge in every span of business.

**Course Content**

**Unit 1 : Introduction to Computers & Operating Systems**

Introduction, Characteristics, Computer Architecture, Devices (Input, Output, Storage), Use of Computers in Business, Functions of Operating Systems, Types of OS, Examples of OS.

**Unit 2 : Word Processing**

Creating, navigating, editing word document, Page Setup and Page Background, Working with table, inserting smart art and shapes, Page breaks, Section breaks, Headers and Footers, Watermark, Hyperlink and bookmark, Table of Content, Footnotes, Citations and Bibliography

**Unit 3 : Working with Excel**

Workbook, worksheet, workspace, formatting workbook, conditional formatting, working with charts, Data validation, Sorting Data, Pivot Tables, Mathematical, Statistical, Counting, Date and Time, Total and Subtotal function

**Unit 4 : Presentation Package**

Creating, browsing and saving presentations, using slide layout, adding notes to slides, Use of AI to make presentation.

**References**

1. Ritender Goel *Computer Application in Management*
2. P. Mohan *Fundamentals of Computer*
3. R. K. Taxali *PC Software for Windows*
4. Ashok Arora & Sefali Bansal *Computer Fundamentals*

*G. Mani*

**B.Voc in Industrial Management  
Semester – I  
Principles of Management**

Course	B.Voc in Industrial Management (Semester – I)
Course	Major in Industrial Management
Course Title	Principles of Management
Credit	02
Teaching per Week	02
Minimum weeks / Semester	30 Hours
Medium of Instruction	English
Course Objective	1. The management functions must be known 2. The managerial skills must be developed among the students
Course Outcome	1. The evolution of management would be known to the students 2. The role of management functions in business.

**Course Content**

**Unit 1: Introduction to Management**

Definition of Management; Evolution of management thought, functions of management

**Unit 2: Planning & Organizing**

Definition, Process and Types of plans, Organizational Structure and design, Authority and Responsibility, Delegation and decentralization

**Unit 3: Entrepreneurship and Innovation**

Entrepreneurial mindset, Innovation Management

**Unit 4 : Emerging Trends in Management**

Technology and Digital transformation, Sustainability and Green Management

**References:**

1. Management: Challenges for Tomorrow's Leaders by Pamela S. Lewis, Stephen H. Goodman and Patricia M. Fandt; South Western College Pub., 6<sup>th</sup> Edition, 2020
2. Strategic Management; Concepts and Cases by Fred R. David and Forest R. David; Pearson, 16<sup>th</sup> Edition 2019
3. Organization Theory & Design by Richard L. Daft; Cengage Learning; 13<sup>th</sup> Edition, 2018
4. Innovation and Entrepreneurship by Peter F. Drucker; Publisher: Harper Collins, Revised Edition 2014
5. The Future of Management by Gary Hamel; Harvard Business Review Press, Updated Edition, 20017

*G. K. M.*

6. Management: Principles & Practices by S. K. Mandal; Everest Publishing House, 1<sup>st</sup> Edition 2018
7. Principles of Management by P. C. Tripathi and P. N. Reddy; Tata McGraw-Hill Education, 7<sup>th</sup> Edition, 2018
8. Principles and Practices of Management by L. M. Prasad; Sultan Chand & Sons, 4<sup>th</sup> Edition, 2015

*Ch. H. S. S.*

**B.Voc in Industrial Management  
Semester – I  
Occupational Safety and Health**

Course	B.Voc in Industrial Management (Semester – I)
Course	Major in Industrial Management
Course Title	Occupational Safety and Health
Credit	03
Teaching per Week	03
Minimum weeks / Semester	45 Hours
Medium of Instruction	English
Course Objective	<ol style="list-style-type: none"> <li>1. The students must be aware of the safety and health standards and practices.</li> <li>2. The guidelines must be followed in respective industry</li> </ol>
Course Outcome	<ol style="list-style-type: none"> <li>1. The students will be prepared to handle any sort of occupational hazards and would learn to adopt preventive measures in the respective industry</li> </ol>

**Course Content**

**Unit 1 : Introduction to OSH in manufacturing**

Definition and Context of OSH, Objectives and Principles, Workplace and Health, Occupational Health, Hygiene and Ergonomics

**Unit 2 : Hazard Identification, Evaluation and Control**

What is an accident? Accident Analysis, Monitoring of Hazards, Reporting and Investigation of Accidents, Safety through Design, Building and Facility Layout, Construction of Facilities and Maintenance of Facilities, Boilers, Electrical Safety and Personal Protective Equipment, Fire Protection, Flammable and Combustible Material, Fall Hazards; Material Handling and Storage, Hoisting and Conveying Equipment

**Unit 3 : Emergency Preparedness and Response**

Overview of existing OSH Legislations in India, The Factories Act, The Mines Act, The Workmen's Compensation Act, The Employee's State Insurance Act, Health Screening Measures, Occupational History, Process Safety Management, Hand and Portable Tools.

**Unit 4 : Industrial Safety**

Leading and Lagging Indicators, Safety Metrics, Safety Statues, Hazard Prevention, Hazard Identification & Risk Assessment (HIRA).

*Chaitanya*

## References

1. Dr. K.U. Mistry 2022 *Fundamentals of Industrial Safety and Health* Siddarth
2. Benjamin O ALLI 2008 *Fundamental Principles of Occupational Health and Safety*, ILO, Geneva
3. Raja Sekhar Mamillapalli, Visweswara Rao *Occupational Health and Hygiene in Industries* BSP Books

*Chakraborty*

**B.Voc in Industrial Management  
Semester – I  
General Production Processes – I**

<b>Course</b>	<b>B.Voc in Industrial Management (Semester – I)</b>
Course Title	<b>General Production Processes – I</b>
Credit	03
Teaching per Week	03
Minimum weeks / Semester	45 Hours
Medium of Instruction	English
Course Objective	1. To explain the basics of Operations and Manufacturing Processes, Techniques of Production, Material Handling Systems, Plant Layout and Inventory Control
Course Outcome	1. The students will understand the basics of various production processes and other activities related to the production function.

**Course Content**

**Unit 1 : Manufacturing Process**

Goods Manufacturing Practices (GMP), Goods Laboratory Practice (GLP), Equipment to be used in Manufacturing, Computer Aided Manufacturing (CAM), Line Balancing, Material Balance, Use of technology in manufacturing – Programmable Logic Control (PLC) and Distributed Control System (DCS). People Management and Group Dynamics

**Unit 2 : Material Handling**

Plant Layout : Definition, Factors affecting choice of layout, Types of Layouts, Principles of a good plant layout. Material Handling : Concept, Definitions, Types of Material Handling Equipments, Principles of Material Handling

**Unit 3 : Production Lines and Assembly Processes**

Definition of Production, Production Management, Operations, Operations Management, Different Types of Production Systems – Continuous, Intermittent and their sub types with merits and demerits.

**Unit 4 : Operation Management**

Introduction to Operations functions like Human Resource, Finance, Sales and Marketing, Research and Development, Engineering and Utility etc., Value Engineering, Make or Buy Decision, Process technology: project, job shop, batch, assembly line, continuous manufacturing, process technology life cycle.

*Chithan*

**References**

- 1. P.N. Rao *Manufacturing Technology (Foundation Forming & Welding)* Tata McGraw Hill
- 2. J. S. Campbell *Principles of Manufacturing materials and processes* Tata Mc Graw Hill
- 3. D. Mishra *Basic Manufacturing Process* India Tech Publisher, New Delhi 4.
- J.L. Riggs, *Production Systems : Planning analysis and control* John Wiley 5.
- R. Panneerselvam *Production and Operations Management* PHI.

<b>Vocational Training</b>	540	18
<b>Training in OSH Department</b> - Understanding Occupational Safety and Health SOP and guidelines with respect to respective industry and also having hands on experience for the same.		
<b>Training in Production Department</b> – Understanding Manufacturing processes, material handling and production line and assembly processes and also having hands on experience for the same.		

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**B.Voc in Industrial Management**  
**Semester – II**  
**Computing Skill - II**

<b>Course</b>	<b>B.Voc in Industrial Management (Sem – II)</b>
Course Title	<b>Computing Skill – II</b>
Credit	01
Teaching per Week	01
Minimum weeks / Semester	15 Hours
Medium of Instruction	English
Course Objective	1. To familiarize the students with electronic business. 2. To acquaint the students with the infrastructure of e-business
Course Outcome	1. The students would understand the importance of computing skills, the role of computer knowledge in every span of business. 2. Demonstrate proficiency and understanding of social networks for business and professional use

**Course Content**

**Unit 1. PowerPoint Presentation**

Introduction to MS PowerPoint, Creating, Editing, Viewing, Saving presentation, Creating new slides, using design template, Slide layouts, Inserting new slide between two slides, Inserting textbox, Deleting textbox, Deleting slide, Hiding slide, Reordering slides, Use of color scheme, Background images, Formatting text, Applying bullets and numbering, Slide transition, Animation scheme, Working with slide master.

**Unit 2. Introduction To Internet**

History of Internet, Internet services, Intranet, Internet Vs Intranet, Governance on Internet, Internet Technology and Protocol. Use of Internet. Internet Tools and Multimedia, World Wide Web, URL Concepts. Web browsers, Search engine, search criteria

**Unit 3. E-mail, Social Networking And E\_Governance**

E-mail – concepts, structure, protocols, addresses, security & hackings,

Social Networking - Types of Social Networking Content, Types of social networks (e.g., Twitter, Facebook), brief idea about Techniques to study different aspects of OSNs — Follower-follower dynamics, link farming, spam detection, hashtag popularity and prediction, linguistic styles of tweets

E\_governance : Needs of E-Governance, Issues in E-Governance applications , Evolution of E-Governance., components of e-Governance., Role of social Media in e-Governance

**References**

1. Working With Personal Computer Software by R.P.Soni, Harshal Arolkar, Sonal Jain, Wiley India.
2. Computer Application, by Vimal Pandya & Dr. G. N. Jani, Akshar Publication.
3. Computer Application – II, by Vimal Pandya, HK Arts College Publication.
4. Internet Technology and Web Design, ISRD Group, TMH Publication

*Thakur*

5. Internet the Complete Reference, by Young. 6.  
Internet for Every One Techworld, by Leon.
7. Robert Hanneman and Mark Riddle. Introduction to social network methods. Online Text Book, 2005.
8. C.S.R.Prabhu : E-Governance: Concepts and Case Studies, Prentice Hall of India Pvt. Limited (2004)
9. R. K. Taxali *PC Software for Windows*

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**B.Voc in Industrial Management  
Semester – II  
Communication Skills**

Course	B.Voc in Industrial Management (Sem – II)
Course Title	Communication Skills
Credit	02
Teaching per Week	02
Minimum weeks / Semester	30 Hours
Medium of Instruction	English
Course Objective	<ol style="list-style-type: none"> <li>1. To prepare the students as future entrepreneurs.</li> <li>2. To develop among the students communication skills necessary to be employment ready.</li> <li>3. Enhance the communication skills required in different business contexts through various interactive activities</li> </ol>
Course Outcome	<ol style="list-style-type: none"> <li>1. Be able to explain the major concepts of interpersonal communication in order to develop communication competence in relationships</li> <li>2. Be able to apply interpersonal communication theories to real life experiences.</li> <li>3. Be able to evaluate communication transactions (face-to-face and technology-mediated) according to established criteria.</li> </ol>

**Course Content**

**Unit 1 : Active Listening**

Introduction, definition of listening, listening Vs hearing, process of listening, problems students face in listening, sub-skills of listening, what is good listening? strategies of listening, barriers to listening, listening in the workplace, activities that help you to become better listeners.

**Unit 2 : Effective Speaking**

Spoken skills Conducting Presentation, Oral presentation, Debates, Speeches, Interview, Group Discussion, English Pronunciation, Building Vocabulary.

**Unit 3 : Non-Verbal Communication**

Personal Appearance , Gestures , Postures , Facial Expression , Eye Contacts , Body Language(Kinesics) , Time language , Silence , Tips for Improving Non-Verbal Communication

**Unit 4 : Interpersonal Communication**

Dyadic Communication & self-perception, Different types of Interviews, Kinds of Meetings, Solving problems in meetings and groups, Planning the meeting, Procedures during meeting, Participant responsibilities in meetings.

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**References:**

1. Basic communication skills for Technology, Andreja. J. Ruther Ford, 2nd Edition, Pearson Education, 2011
2. Communication skills, Sanjay Kumar, Pushpalata, 1 stEdition, Oxford Press, 2011
3. Organizational Behaviour, Stephen .P. Robbins, 1 stEdition, Pearson, 2013
4. Brilliant- Communication skills, Gill Hasson, 1 stEdition, Pearson Life, 2011
5. Marks Jonathan. English Pronunciation in Use. New Delhi: CUP, 2007.
6. Lynch, Tony. Study Listening. New Delhi. CUP, 2008.
7. Dorling Kindersley. Communication Skills & Soft Skills - An Integrated Approach. India Pvt. Ltd. 2013

*Gethmani*

**B.Voc in Industrial Management  
Semester – II  
Organisational Behaviour**

Course	B.Voc in Industrial Management (Sem – II)
Course Title	Organisational Behaviour
Credit	02
Teaching per Week	02
Minimum weeks / Semester	30 Hours
Medium of Instruction	English
Course Objective	1. To familiarize the students with human behaviour 2. To acquaint the students with organizational behaviour
Course Outcome	1. The students would understand the importance of human nature 2. Demonstrate proficiency and understanding of social circles, society and human nature

**Course Content**

**Unit 1. Introduction to Organizational Behaviour**

Overview of the field, its importance, historical development, and basic concepts

**Unit 2. Perception and Individual Decision Making**

Examination of how individuals interpret and make sense of their environment and how these perceptions affect decision making

**Unit 3. Foundations of Group Behaviour**

Understanding the dynamics of groups, including formation, structure and group processes

**Unit 4. Conflict and Negotiation**

Understanding the nature of conflict in organizations, conflict resolution strategies and negotiation techniques

**References**

1. Organizational Behaviour by Stephen P. Robbins and Timothy A Judge; Pearson Publication
2. Individual Behaviour in Organization by John Ivancevich and Michael Matteson, Mc Graw-Hill Education; 10<sup>th</sup> Edition, 2020
3. Group Dynamics by Donelson R Forsyth, Cengage Learning, 7<sup>th</sup> Edition, 2018
4. Negotiation: Readings, Exercises and Cases by Roy Lewicki, Bruce Barry and David Saunders, Mc Graw Hill Education, 8<sup>th</sup> Edition, 2020
5. Organizational Behaviour: Text and Cases by K. Aswathappa, Himalaya Publishing House, 11<sup>th</sup> Edition, 2020
6. Organizational Behaviour by S.S. Khanka, S.Chand Publishing, 9<sup>th</sup> Edition, 2020
7. Organizational Behaviour by P. Subba Rao, Himalaya Publishing House, 5<sup>th</sup> Edition, 2019

*Signature*

**B.Voc in Industrial Management  
Semester – II  
Business Economics**

Course	B.Voc in Industrial Management (Sem – II)
Course Title	Business Economics
Credit	02
Teaching per Week	02
Minimum weeks / Semester	30 Hours
Medium of Instruction	English
Course Objective	1. To familiarize the students with economics and its various components 2. To acquaint the students with the market structure
Course Outcome	1. The students would understand the importance of demand and supply and the role of market in the business sector 2. The students will be able to analyse both micro and macro environment and its impact in the Indian context

**Course Content**

**Unit 1. Introduction to Business Economics**

Overview of Business Economics; Scope and Significance in the Indian context

**Unit 2. Demand Analysis**

Law of Demand and its exceptions; Demand Forecasting techniques; Factors influencing demand in the Indian market

**Unit 3. Supply Analysis**

Law of Supply & its exceptions; Production function and cost analysis; Supply Chain management in Indian businesses

**Unit 4. Market Structures**

Perfect competition; monopolistic competition; Oligopoly and Monopoly; Pricing strategies in Indian markets; Government regulations and their impact on market structures in India

**Unit 5. Macroeconomic Environment**

Indian economy overview; Fiscal and monetary policies in India; Business cycles and their impact on Indian businesses

**References**

1. Business Economics by K.P.M. Sundharam and E. Sundharam; Sultan Chand & Sons
2. Managerial Economics: Analysis, Problems, Cases by P.L. Mehta; Sultan Chand & Sons
3. Indian Economy by Ramesh Sign; McGraw Hill Education
4. Indian Economic Development by Uma Kapila; Academic Foundation

*Chaitanya*

**B.Voc in Industrial Management**  
**Semester – II**  
**General Production Process - II**

<b>Course</b>	<b>B.Voc in Industrial Management (Sem – II)</b>
Course Title	<b>General Production Process – II</b>
Credit	03
Teaching per Week	03
Minimum weeks / Semester	45 Hours
Medium of Instruction	English
Course Objective	<ol style="list-style-type: none"> <li>1. To understand the problems and opportunities faced by the operations manager in manufacturing and service organizations.</li> <li>2. To develop an ability to apply Production planning and Control (PPC) concepts in a various areas like marketing, accounting, finance, engineering, personnel management, logistics, etc</li> <li>3. To integrate operations concepts with other functional areas of business</li> <li>4. To understand the PPC function in both manufacturing and service organizations.</li> <li>5. To examine several classic Operations Management planning topics including production planning and inventory control</li> </ol>
Course Outcome	<ol style="list-style-type: none"> <li>1. Recognize the objectives, functions, applications of PPC and forecasting techniques.</li> <li>2. Explain different Inventory control techniques.</li> <li>3. Summarize various aggregate production planning techniques.</li> <li>4. Describe way of integrating different departments to execute PPC function</li> </ol>

**Course Content**

**Unit 1 : Production Planning and Control**

Definition of Production Planning, Brief Idea About Aggregate Production Planning, Master Production Schedule: Definition, Flow Chart, Objectives, Process Material Requirement Planning: Definitions, Flowchart, Objectives, Process Capacity Requirement Planning: Definition, Flow Chart, Methods of Capacity Adjustments, Scheduling: Definition, Concept of Backward and Forward, Priority Sequencing Rules, Line of balance(LOB), Material Requisition Planning (MRP)

**Unit 2 : Quality Control And Inspection**

Inspection - Purpose of Inspection, Types of Inspection , Methods of Inspection ,Drawbacks of Inspection, Quality Control - Steps in Quality Control, Objectives of Quality Control , Seven Tools for Quality Control , Statistical Process Control - Control Charts , Acceptance Sampling, Producer's Consumer's Risk

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### References

1. *Production Planning and Control: A Comprehensive Approach* by D. R. Kiran (1<sup>st</sup> Edition- Butterworth-Heinemann Publisher-ISBN-978-0128183649)
2. *Inspection and Quality Control* by A.P. Verma (Kararia Publishers-ISBN-978-9350146910)
3. Production planning and Inventory Control – Seetharama L Narasimhan, Dennis W, McLeavey, Peter J Billington
4. Production and Operation Management – S. Anilkumar and N. Suresh – New Age International Publishers
5. Production and Operation Management – Cherry & Cherry
6. Production Management – C. B. Gupta
7. Production and Operation Management – Sharma and Agarwal

*Cherry & Cherry*

**B.Voc in Industrial Management  
Semester – II  
Environmental Regulations**

<b>Course</b>	<b>B.Voc in Industrial Management (Semester – II)</b>
Course	<b>Major in Industrial Management</b>
Course Title	<b>Environmental Regulations</b>
Credit	02
Teaching per Week	02
Minimum weeks / Semester	30 Hours
Medium of Instruction	English
Course Objective	<ol style="list-style-type: none"> <li>1. To explain the role of law, policy and institutions in the conservation and management of natural resources as well as pollution control</li> <li>2. To introduce the laws and policies both at the national and international level relating to environment</li> <li>3. To equip the students with the skills needed for interpreting laws, policies and judicial decisions</li> </ol>
Course Outcome	<ol style="list-style-type: none"> <li>1. be familiar with the laws, policies and institutions in the field of environment</li> <li>2. acquire the skills needed for interpreting laws, policies and judicial decisions in a holistic perspective</li> <li>3. acquire the ability to evaluate the role of law and policy in conservation and management of natural resources and prevention of pollution</li> </ol>

**Course Content**

**Unit 1 : Regulatory Framework**

Introduction to environmental laws in India, Stockholm conference; Bhopal gas tragedy; Rio conference. General principles in Environmental law: Precautionary principle; Polluter pays principle; Sustainable development; Public trust doctrine

Legal framework on environment protection-Environment Protection Act as the framework legislation–strength and weaknesses; EIA; National Green tribunal

**Unit 2 : Environmental Impact Assessment**

Meaning of Environmental Impact Assessment, Process and current report on EIA

**Unit 3 : Air And Water Quality**

National Water Policy and some state policies Laws relating to prevention of pollution, access and management of water and institutional mechanism: Water Act, 1974; Water Cess Act, 1977, EPA, 1986. Pollution Control Boards Ground water and law Judicial remedies and procedures Marine laws of India; Coastal zone regulations. Legal framework on Air pollution: Air Act,1981;

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**Unit 4 : Product Stewardship & Life Cycle**

**Assessment** Brief Idea about Product Stewardship

Meaning of Life Cycle Assessment (LCA), stages Of Life Cycle Assessment, role of LC

**Unit 5: Government of India Initiative of clean Environment**

Meaning of sustainable Development and Environmental Sustainability

Brief idea about Swachh Bharat Abhiyan

Other initiatives of Government of India for clean Environment

**References**

1. Divan S. and Rosencranz A. (2005) Environmental Law and Policy in India, 2 nd ed., Oxford, New Delhi
2. Leelakrishnan P. (2008) Environmental Law in India, 3rd ed., Lexis Nexis, India.
3. Wathern P., "Environmental Impact Assessment: Theory and Practice",Routledge Publishers,1990
4. Marriott B., "Environmental Impact Assessment: A Practical Guide",McGraw-Hill Publication,1997
5. Shrivastava A.K., Baxter Nicola, Grimm Jacob, "Environmental Impact Assessment", APH Publishers, 2003
6. *A Handbook of Environment Impact Assessment by V.S. Kulkarni, S.N. Kaul & R.K. Trivedy (Scientific Publishers-ISBN-9788172332990)*
7. *Article in Journal of Cleaner Production dated January 2016 titled Product Stewardship: Life Cycle Analysis and Environment by Rajni Shrivastav, Banaras Hindu University.*

PARTICULARS	Total Hours	Credit Hours
<b>Vocational Training</b>  <b>Training in OSH Department</b> - Understanding Occupational Safety and Health SOP and guidelines with respect to respective industry and also having hands on experience for the same.  <b>Training in Production Department</b> – Understanding Manufacturing processes, material handling and production line and assembly processes and also having hands on experience for the same	540	18

*Chakraborty*