

VEER NARMAD SOUTH GUJARAT UNIVERSITY

SYLLABUS

TY.B.COM MANAGEMENT PAPER-V

SEM.V

(In force from academic year 2019 - 2020)

1. RISK MANAGEMENT.

(25%)

- Meaning of Risk
- Risk and Uncertainty
- Business Risk and Financial Risks
- Nature of Risks
- Causes of Risks
- Kinds of Business Risks
- Risk Management
- Minimisation of Risks
- Risk Transfer

2. KNOWLEDGE MANAGEMENT:

(25%)

- Introduction
- Forms of Knowledge
- Meaning of Knowledge Management
- Transition from Information Value to Knowledge Value.
- Goals of Knowledge Management
- Features of Knowledge Management
- Facilitating Knowledge Management
- Methods of acquiring Knowledge
- Process of Knowledge Management
- The Value of Knowledge Management
- Benefits of Knowledge Management
- Implementing Knowledge Management
- Aligning Knowledge Management with Intellectual Capital.
- Knowledge chain (four links in the Knowledge chains, Internal awareness, Internal responsiveness, External responsiveness, External awareness,)
- Knowledge management applications (Four Key applications of knowledge management, Intermediation, Externalization, Internalization, cognition.)

3. LEARNING ORGANISATION

(25%)

- Introduction
- Learning Organisation
- Features of Learning Organisation
- Benefits of a Learning Organisation
- Difference between a Traditional Organisation and a Learning Organisation
- How is Learning Organisation an Improvement over Traditional Organisation.
- Learning Organisation – An Ideal Organisation.
- How to create a Learning Organisation.

4. Change management:

25%

- Need for Change,
- Understanding of change,

- Force for change, The concept,
- Nature and Types of change,
- Managing change.
- Aim of change management
- Key dimensions of change management,
- Learning and process of change
- The behavioral and cognitive approach to change

References:

1. "Business Organisation and Management" by NEERU Vasishth and Namita Rajput
Publisher- Kitab Mahal Distributors, 28 Netaji Subhash Marg, New Delhi-1100002
2. "Performance Management System" by R.K.SAHU, Publisher EXCEL BOOKS , NEW DELHI
3. " Industrial Organisation and Management" by Sherlekar, Heredia Paranjape, Bhende , HIMALAYA PUBLISHING HOUSE,
4. "Perspectives for effective Management" by K.B.Kushal, S.Ravishankar, H.L Kaila, R.K.Mishra .
HIMALAYA PUBLISHING HOUSE
- 5.Change management By C.S.Vmurthy, Himalaya Publishing house)

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VEER NARMAD SOUTH GUJARAT UNIVERSITY

SYLLABUS

TY.B.COM MANAGEMENT PAPER-VII

SEM.VI

(In force from academic year 2019 - 2020)

1 MANAGING DIVERSITY: (25%)

- Introduction
- Managing Diversity
- Reasons for Growing Workforce Diversity
- Benefits of work force Diversity
- Drawbacks of workforce diversity
- Paradox of diversity
- Managing workforce Diversity
- Workforce Diversity and Human Resource (HR) Manager
- Motivating a Diverse Workforce.
- Managing Diversity – some Cases

2. PERFORMANCE IMPROVEMENT:

(25%)

- **Introduction.**
- Performance counselling
 - Conditions for effective performance counselling
 - performance counselling phases.
- Process of performance counselling
 - Feedback
 - pre interview preparation
 - interview
- Potential appraisal
- Qualities determining employee potential.
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3 PERFORMANCE MANAGEMENT SYSTEM

(25%)

- Definition of Performance Management System.
- Performance Competency and Potential
- Objectives of Performance Management System
- Need of Performance Management System in Organisation
- Key Outputs of Performance Management System
- Essential Features of effective Performance Management System.

4 Organization Culture:

(25%)

- .Definition of Organization
- .Types of culture,
- .Organization change,
- .Changing an organizational culture

- . Roles and Customs
- . Expected Roles.
- . Customer development.
- . Tactics of Implementation
- . Developing a Tradition of change
- . How to manage change effectively.

References:

1. "Business Organisation and Management" by NEERU Vasishth and Namita Rajput
Publisher- Kitab Mahal Distributors, 28 Netaji Subhash Marg, New Delhi-1100002
2. "Performance Management System" by R.K.SAHU, Publisher EXCEL BOOKS , NEW DELHI
3. " Industrial Organisation and Management" by Sherlekar, Heredia Paranjape, Bhende ,
HIMALAYA
PUBLISHING HOUSE,
4. "Perspectives for effective Management" by K.B.Kushal, S.Ravishankar, H.L Kaila,
R.K.Mishra . HIMALAYA
PUBLISHING HOUSE
5. Change management By C.S.Vmurthy, Himalaya Publishing house)

