



**KOLHAN UNIVERSITY**

Chaibasa, Jharkhand, India

**Proposed Syllabus for  
Four Year Undergraduate Programme (FYUGP)  
of**

***Bachelor of Business Administration  
(BBA)***

***Semester - 1***

**With Effect From  
Academic Year 2022 - 2023**

**As Per Revised Curriculum and Credit Framework for the  
FYUGP under the provisions of NEP - 2020**

## Programme Outcomes (PO) and Programme Educational Objectives (PEO) Of Bachelor of Business Administration

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### Programme Outcomes

PO1	Upon completion of the BBA program, the individual must demonstrate maturity, professionalism and team working skills.
PO2	<b>Critical Thinking Skills:</b> will be able to apply technological knowhow for business advancements on critical business issues by applying analysis, investigation and solution providing attitude and skills.
PO3	<b>Communication Skills:</b> Students are able to conceptualize a complex issue into a coherent written statement and oral presentation.
PO4	<b>Business Knowledge:</b> the students will have general idea of operations in business and the specialized skills to deal with selected domain.
PO5	<b>Social Responsibility:</b> Creating socially sensitive and ethical practicing sustainable business practices and demonstrate sensitivity to social, ethical and sustainability issues.
PO6	<b>Life-long learning:</b> Recognize the need for, and have the preparation and ability to engage in independent and life-long learning in the broadest context of technological change.

### Programme Educational Objectives

PEO 1	To develop students professionally to handle business issues.
PEO 2	Acquiring Conceptual Clarity of Various Functional Areas and Ability to analyze various functional issues affecting the organization.
PEO 3	To develop students to be a better team member.
PEO 4	To bridge the gap between theoretical and practical knowledge of the students by adopting innovative teaching pedagogy.
PEO 5	To develop socially, ethically responsible business leaders.
PEO 6	To sharpen soft and hard skills among the students.
PEO 7	To promote entrepreneurial acumen among students.
PEO 8	Demonstrate understanding of sustainability related concerns in varied areas.
PEO 9	Analyze Global Environment and its Impact on Business.
PEO 10	To encourage, counsel and guide students throughout the course towards higher education, and research.

<b>Code – MN – 1A</b>	<b>Course – MANAGERIAL ECONOMICS</b>			
<b>Sem – I</b>	<b>L – 60</b>	<b>T – 0</b>	<b>P – 0</b>	<b>C – 4</b>
<b>Marks Scheme – F.M. 100 (75 End Sem Exams + 25 Sem Internal Theory exams)</b>				

### Course Objectives:

The objective is

- To introduce the economic concepts.
- To familiarize students with the importance of economic approaches in managerial decision making.
- To understand the applications of economic theories in business decisions

### Syllabus Content:

<b>Unit-1</b>	<b>Nature and scope of Business Economics: (6 Class Hours)</b> Meaning and Characteristics, Scope of Micro and Macro Economics Purpose of Managerial, Economics in Business Decision Making
<b>Unit-2</b>	<b>Theory of Consumer Behavior: (12 Class Hours)</b> Cardinal Utility Theory (assumptions, law of diminishing marginal utility, law of equi-marginal utility, consumer's equilibrium, derivation of demand curve), Ordinal Utility Theory (assumptions, meaning and properties of indifference curve, marginal rate of substitution, consumer's equilibrium, income & substitution effects of normal goods under Hicksian approach), Revealed preference theory
<b>Unit-3</b>	<b>Demand: (10 Class Hours)</b> Law of Demand-Demand Curve, Movement vs. Shift of the Demand Curve, Determinants of Demand, Elasticity of Demand (Types-price, income and cross elasticity, Measurement of elasticity of demand), <b>Demand Forecasting:</b> Purpose, Techniques (survey method, statistical method-trend fitting, econometric regression method), Supply & Law of Supply
<b>Unit-4</b>	<b>Theory of Production: (10 Class Hours)</b> Production Function (meaning), Law of Diminishing Returns, Three stages of Production in Short Run, Producer's Equilibrium in Long Run, Law of Returns to Scale
<b>Unit-5</b>	<b>Theory of Cost: (10 Class Hours)</b> Types, Short Run Cost Curves, Long Run Average Cost Curve, Economies and Diseconomies of scale Concept of Revenue: Total, Average and Marginal Revenue
<b>Unit-6</b>	<b>Market Structure: (12 Class Hours)</b> Perfect Competition (features of pure and perfect competition, determination of price, short and long run equilibrium of a firm, shut down point and its significance), Monopoly (features, causes, short run equilibrium of a firm, concept & conditions of Price Discrimination, Third degree price discrimination), Monopolistic Competition (features, short and long run equilibrium of a firm)

### Text Books:

1. Dwivedi, D. N, Managerial Economics (Vikas Publishing House: New Delhi)
2. Varshney & Maheshwari, Managerial Economics (Sultan Chand & Sons: New Delhi)
3. Dholakia & Oza, Microeconomics for Management Students (Oxford University Press: New Delhi)
4. Dewett. K. K. Modern Economic Theory (S. Chand and Company Ltd.)
5. Samuelson,N., Economics (Tata-McGraw Hill: New Delhi)

<b>Code – MJ-1</b>	<b>Course – MANAGEMENT PRINCIPLES AND APPLICATIONS</b>			
<b>Sem – I</b>	L – 60	T – 0	P – 0	C – 4
<b>Marks Scheme – F.M. 100 (75 End Sem Exams + 25 Sem Internal Theory exams)</b>				

**Objective:** The objective of the course is to provide the student with an understanding of basic management concepts, principles and practices.

**Course contents:**

<b>Unit 1</b>	<b>Introduction to management (8 Class Hours)</b> Definition, Aspects of management, Nature (management as an art, science or profession) and objective, Management and Administration, Levels of management, Managerial skills levels, Basic functions of management, Role of managers
<b>Unit 2</b>	<b>Evolution of management theory (10 Class Hours)</b> Scientific management F. W Taylor, Henry L. Gantt, Frank and Lillian Gilbreth, Theory of Henry Fayol, Fayol's vs Taylor's comparison. Behavioral model of management (Hawthorne studies), Modern theories of management (system management school, situational approach school)
<b>Unit 3</b>	<b>Planning (10 Class Hours)</b> Definition, Nature, Importance, types of planning, steps in planning, Types of plans, planning process limitations, Planning premises; Business forecasting; Vision Mission and Goals, MBO; concept types, process and techniques of decision making.
<b>Unit 4</b>	<b>Organizing (12 Class Hours)</b> Concept, definition and importance, Process of organizing, Organization chart: importance and types, formal and informal organization, organizational structure (functional organization, product/Market organization and matrix structure), span of management, Authority: Types, delegation of authority, Difference between Authority and power.
<b>Unit 5</b>	<b>Staffing (8 Class Hours)</b> Definition, factors affecting staffing-The external and Internal environment Identification of job requirements, Job design, Recruitment, Selection (process and limitations of selection process), Nature and importance of staffing
<b>Unit 6</b>	<b>Motivating and leading (6 Class Hours)</b> Meaning, Nature and importance of motivation; types of motivation; Theories of motivation -Maslow, Herzberg, X, Y and Z; Leadership- meaning and importance, Traits of a leader, Leadership styles, Management and Leadership
<b>Unit 7</b>	<b>Controlling (6 Class Hours)</b> Nature and scope of control; Types of control; Control process; control techniques - traditional and modern; Effective control system, Resistance to control, Management by exception

**Text Books:**

1. Koontz, H. and Weihrich, H. Essentials of Management (Tata McGraw Hill: New Delhi)
2. Bose, D. Chandra, Principles of Management and Administration, (Prentice Hall India: New Delhi)
3. Stoner, Freeman and Gilbert, Management (Prentice Hall of India: New Delhi)
4. Principles and Practices of Management, Haynes, W., New Central Book Agency. Calcutta.

PROVISIONAL SYLLABUS OF SEMESTER I UNDER FYUGP AS PER REVISED GUIDELINES OF NEP 2020 FOR  
ACADEMIC SESSION 2022-26

**KOLHAN UNIVERSITY**  
**CHAIBASA, JHARKHAND**  
**UNIVERSITY DEPARTMENT**  
**OF**  
**HINDI**

**FOUR YEAR UG PROGRAMME (FYUGP)**

**HINDI SYLLABUS OF SEMESTER – I**  
**(As Per Revised Guidelines of NEP 2020)**  
**To Be Effective From: Academic Session 2022-26**

## University Department of Hindi, Kolhan University, Chaibasa

Course of Study for four year undergraduate programme (FYUGP) under state university of Jharkhand.

As per regulations of NEP 2020 in the State of Jharkhand, the revised four year undergraduate programme (FYUGP) course syllabus and credit frame work in Hindi been prepared the following members of Board of studies (BOS) of University Department of Hindi, held on 05-04-2023

**1) Santosh Kumar**

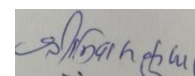
(Head, University Department of Hindi)  
Kolhan University, Chaibasa



(Chairman)

**2) Dr. Srinivash Kumar**

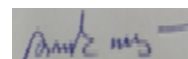
Principal Department of Hindi  
J.L.N. College Chakradharpur



(Subject Expert)

**3) Dr. Kishor Sahu**

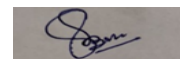
HOD, Department of Hindi  
Tata College, Chaibasa



(Member)

**4) Dr. Suchita Barda**

HOD Department of Hindi  
Mahila College Chaibasa



(Member)

**5) Dr. Suprabha Tuti**

HOD, Department of Hindi  
Kashi Sahu College Saraikela



(Member)

PROVISIONAL SYLLABUS OF SEMESTER I UNDER FYUGP AS PER REVISED GUIDELINES OF NEP 2020 FOR  
ACADEMIC SESSION 2022-26

**Semester 1**

<b>AEC-I</b> हिन्दी व्याकरण एवं अनुवाद	<b>2 Credits</b>
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पाठ्यक्रम के इस भाग के अधिगम परिणाम निम्नतः होंगे—

**15 Lec. Hours**

- विद्यार्थीगण हिन्दी व्याकरण एवं हिन्दी अनुवाद से परिचित होंगे
- इकाई – 1 क. हिन्दी व्याकरण एवं रचना – संज्ञा, सर्वनाम, विशेषण, क्रिया  
ख. उपसर्ग, प्रत्यय, संधि, समास

इकाई – 2 प्रमुख प्रशासनिक/पारिभाषिक शब्द एवं उनके अनुवाद (हिन्दी से अंग्रेजी व अंग्रेजी से हिन्दी) वाक्य शुद्धि, पत्र लेखन, अवेदन, निबंध लेखन

**15 Lec. Hours**

**UNIT I**

Introduction: Definition and scope of Statistics, concepts of statistical population and sample. Scales of measurement -nominal, ordinal, interval and ratio. Variables and attributes, Diagrammatical Representation of Data, Summarization of Data: Frequency Distribution and Graphical Presentation.

**UNIT II**

Measures of Central Tendency: mathematical and positional. Measures of Dispersion: range, quartile deviation, mean deviation, standard deviation, coefficient of variation, moments, measures of skewness and kurtosis.

**UNIT III**

Bi-variate data: Definition, scatter diagram, correlation, rank-correlation. Fitting of linear and quadratic regression using principle of least squares. Theory of attributes and consistency of data, independence and association of attributes, measures of association and contingency for 2x2 tables.

**Suggested Reading:**

1. S. C. Gupta, V. K. Kapoor, 12<sup>th</sup> Edition, (2017), Fundamental of Mathematical Statistics, Sultan Chand & Sons.
2. Miller, I. and Miller, M. (2006). John E. Freund's Mathematical Statistics with Applications, (7th Edn.), Pearson Education, Asia.
3. Mood, A. M. Graybill, F. A. and Boes, D.C. (2011). Introduction to the Theory of Statistics, 3<sup>rd</sup> Edn., (Indian Edition), Tata McGraw-Hill Pub. Co. Ltd.



**KOLHAN UNIVERSITY, CHAIBASA**  
**FYUGP SEMESTER -I UNDER NEP**  
**SEC-1 (SKILL ENHANCEMENT COURSE)**  
**DIGITAL EDUCATION**

**CREDITS: 03**

**Course Objectives:**

This course is specially designed for better understanding of digital education in India. The course has been designed to introduce key concepts in digital education to the students to sharpen their understanding of importance and significance of digital education in India. The students need to develop a critical thinking about the development of India in the background of expanding digital networks and our constant dependence on them in our day-to-day life.

**Learning Outcome**

- Students will understand the meaning of digital education and its importance.
- They will be able to focus on different digital platform, its utility and its applications.
- The students will be exposed to different tools of digital education available in India.
- They will understand the importance of E-Learning in the changing context of Digital India.
- They will come to know about their responsibility as citizen in digital growth in India.

**UNIT I: Introduction to Digital Education**

**5 Classes**

Meaning & Evolution of Digital Systems. Role & Significance of Digital Technology, digital education vs traditional education, advantages and disadvantages of digital education.

**UNIT II: Digital Education Tools**

**(10 Classes+ 5 Hands on Sessions)**

Information & Communication Technology & Tools

Interactive tools- Microsoft Teams, Google Classroom, LinkedIn

Creative Tools - Google Slides, Google Spreadsheets, Google form, Youtube)

**UNIT III: Digital Education in India**

**(10 Classes + 5 Hands on Sessions)**

Government initiatives for Digital education in India: SWAYAM, E-Pathshala, National digital library of India (NDL India), DigiLocker. Advantages & challenges in digital education in India.

**UNIT IV: E- Governance**

**10 Classes)**

Introduction of E-Governance in India, Types of E-Governance-G2C (Government to Citizen), G2E (Government to Employee), G2B (Government to Business), G2G (Government to Government), E – Governance in Jharkhand.

**Suggested Readings:**

1. E-Governance in India: Initiatives and issues by R.P.Sinha
2. Information & Communication Technology (ICT) in Education by Dr. Vanaja M, Dr. S Rajasekar, Dr. S. Arulsamy.
3. Digital India: Understanding Information, Communication and Social Change by Pradip N.

**References:**

1. [www.slideshare.net](http://www.slideshare.net)
2. [www.lisportal.com/en/lis-blog](http://www.lisportal.com/en/lis-blog)

# **KOLHAN UNIVERSITY, CHAIBASA**



## **Syllabus for FYUGP, NEP-2020 UG – Environmental Studies (2022 onwards)**

**Designed by**

**Dr. Basant Shubhankar**  
Assistant Professor  
Univ. Dept. of Chemistry  
KU, Chaibasa

**Dr. Shovit Ranjan**  
Assistant Professor  
Univ. Dept. of Zoology  
KU, Chaibasa

**Dr. Nitish Kumar Mahato**  
Assistant Professor  
Univ. Dept. of Zoology  
KU, Chaibasa

## **EXAMINATION FRAMEWORK FOR VAC-1**

<b>Paper Type</b>	<b>Credits</b>	<b>Full Marks</b>	<b>Pass Marks</b>	<b>End Semester Examination</b>
VAC(Theory)	2	50	20	50

### **END SEMESTER UNIVERSITY EXAMINATION (ESE):**

- For End Semester Examination (ESE 50 marks, 2Hrs Exam), there will be two group of questions. Question No.1 will be very short answer type compulsory question in Group A consisting of five questions of 1 mark each. Group B will contain descriptive type five questions of fifteen marks each, Out of which any three are to answer.

**Semester-I**  
**Course Title: Environmental Studies (VAC-1)**  
**THEORY (02 Credits)**

Unit	Content of Environment Studies	30 Hours
Unit 1	<b>Introduction to Environmental Studies</b>	1 Hour
	Components of environment: atmosphere, hydrosphere, lithosphere, and biosphere; Scope and importance; Concept of sustainability and sustainable development.	
Unit 2	<b>Ecosystems</b>	5 Hours
	Definition and concept of Ecosystem. Structure of ecosystem (biotic and abiotic components); Functions of Ecosystem: Physical (energy flow), Biological (food chains, food web, ecological succession), and Biogeochemical (nutrient cycling) processes. Concepts of productivity, ecological pyramids and homeostasis. Types of Ecosystems.	
Unit 3	<b>Natural Resources</b>	5 Hours
	Land resources; Soil erosion and desertification; Impacts of mining and dam building on environment; Water resources: Natural and man-made sources; Uses of water; Over exploitation of surface and ground water resources; Floods, droughts, and international & interstate conflicts over water; Energy resources: Renewable and non-renewable energy sources; Use of alternate energy sources.	
Unit 4	<b>Biodiversity and Conservation</b>	5 Hours
	Definition of Biodiversity; Levels of biological diversity; Biodiversity hotspots; Endemic and endangered species of India; IUCN Red list criteria and categories; Threats to biodiversity; Biodiversity conservation strategies: in-situ and ex-situ methods of conservation; National Parks, Wildlife Sanctuaries, and Biosphere reserves; Biological Indicator species.	
Unit 5	<b>Environmental Pollution</b>	4 Hours
	Environmental pollution: causes, effects, and controls; Pollutants and it's types; Nuclear hazards and human health risks; Solid waste management.	
Unit 6	<b>Global Environmental Issues and Policies</b>	5 Hours
	Climate change, Global warming, Ozone layer depletion, and Acid rain; International agreements and programs related to climate and environmental issues; Sustainable Development Goals; Environment legislation in India: Wildlife Protection Act, 1972; Water (Prevention and Control of Pollution) Act, 1974; Forest (Conservation) Act 1980; Air (Prevention & Control of Pollution) Act, 1981; Environment Protection Act, 1986; Scheduled Tribes and other Traditional Forest Dwellers (Recognition of Forest Rights) Act, 2006.	
Unit 7	<b>Environment and Ecology (with reference to Jharkhand state)</b>	5 Hours
	<b>Geographical feature:</b> Soil, Climate, River, lakes, flora & fauna,	

	<p>National parks &amp; Wildlife Sanctuaries, Policies &amp; Programmes related to conservation of forest in context to Jharkhand.</p> <p><b>Industry in Jharkhand and its impact on Environment:</b> large scale Industry (Iron &amp; Steel, Mining &amp; Mineral Extraction, Chemical &amp; Explosive, Cement, Agro based and Automotive) and small-scale Industry (Handloom sector, Tassar &amp; Lac industry, Sericulture, Stone industry).</p> <p><b>Mineral profile &amp; Tourist Spots of Jharkhand</b> (Hill Station, Waterfalls, Water spots, Religious Tourist Place, Cultural &amp; Ethnic Tourist spots).</p>	
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### Suggested Readings:

- Gadgil, M., & Guha, R. 1993. This Fissured Land: An Ecological History of India. Univ. of California Press.
- Rao, M.N. & Datta, A.K. 1987. Waste Water Treatment. Oxford and IBH Publishing Co. Pvt. Ltd.
- Raven, P.H., Hassenzahl, D.M. & Berg, L.R. 2012. Environment. 8th edition. John Wiley & Sons.
- Sengupta, R. 2003. Ecology and economics: An approach to sustainable development. OUP.
- Singh, J.S., Singh, S.P. and Gupta, S.R. 2014. Ecology, Environmental Science and Conservation. S. Chand Publishing, New Delhi.
- Sodhi, N.S., Gibson, L. & Raven, P.H. (eds). 2013. Conservation Biology: Voices from the Tropics. John Wiley & Sons.
- Thapar, V. 1998. Land of the Tiger: A Natural History of the Indian Subcontinent.
- Warren, C. E. 1971. Biology and Water Pollution Control. WB Saunders.

Kolhan University, Chaibasa  
Four Year Undergraduate Programme (FYUGP)  
Common Courses, Code: VAC-1, Credits: 2, Sem-I

### **Value Added Course-1**

## **Understanding India**

### **UNIT I: Introducing India (2 lectures)**

- I. The Land of India: landscape, mountains and rivers
- II. The People of India: demography and languages
- III. The Name of our Country: Jambudvipa, Sindhu (Indus), Inde, Hind, Hindustan, Bharat India

### **UNIT II: The Heritage of India: Unity in Diversity (10 lectures)**

- I. **Architecture and Sculpture:** Indus Valley town planning, rock cut architecture, major styles of temples, Mughal architecture, modern and contemporary architecture, stone and metal sculpture
- II. **Painting:** Ajanta murals, Mughal paintings, Madhubani paintings, paintings of Jharkhand (Kohbar, Sohrai, Jadopatia, etc.).
- III. **Music and Dance:** Overview of various forms of music and dances in India; Chau dance of Jharkhand and Odisha
- IV. **Science, Technology and Medicine:** A general survey of the progress of science, technology and medicine in ancient India

### **UNIT III: The Knowledge System of India (4 lectures)**

- I. Traditional Knowledge System: Gurukuls, Pathshalas, Tols, Maktabas, Madrasas
- II. Beginnings of Modern Education: Main features of British Government's educational policies
- III. Growth of higher and technical education in India

### **UNIT IV: The Indian Economy (4 lectures)**

- I. Features of the Indian economy from past to present (agriculture, industry and trade)

### **UNIT V: The Making of Contemporary India (10 lectures)**

- I. The struggle for Independence (1885-1947)
- II. Framing of the Indian Constitution; Fundamental Rights and Duties
- III. India's Foreign Policy: Main Elements (Non Alignment, Panchsheel)
- IV. Panchayati Raj in India with special reference to PESA in Jharkhand

### **Suggested Readings**

NCERT, classes 6-12 books on History, Political Science, Economics, Geography etc.

A. L. Basham, *A Cultural History of India*, Oxford University Press, 1997

A.L. Basham, *A Wonder that was India*, Rupa, New Delhi, 1994

B.C. Deva, *Indian Music*, ICCR, 1976

Braj, B. Kachru, et.al., *Languages in South Asia*, Cambridge University Press, 2013

Hemant, *Jharkhand*, Prakashan Sansthan, New Delhi, 2008

Herman Kulke and Deitmar Rothermund, *A History of India*, Taylor and Francis, 2016

Krishna Chaitanya, *A Profile of Indian Culture*, The Indian Book Company, New Delhi, 1976

N.R. Ray, *An Approach to Indian Art*, Publication Bureau, Chandigarh, 1974

R.S. Sharma, *India's Ancient Past*, Oxford University Press, 2020

R.C. Majumdar (ed.), *History and Culture of Indian People* (Relevant Volumes and Chapters), Bhartiya Vidya Bhawan, Bombay.

S.C. Ghosh, *History of Education in Modern India, 1758-1986*, Orient Longman, Hyderabad, 1995

Romila Thapar, *The Penguin History of Early India: From the Origins to AD 1300*, Penguin India, 2003

Tirthankar Ray, *The Economic History of India 1857-1947*, OUP, 2006

Vijay Joshi and I.M.D. Little, *India's Economic Reforms, 1991-2001*, OUP, 1996