



MAHARAJA RANJIT SINGH PUNJAB TECHNICAL UNIVERSITY BATHINDA-151001 (PUNJAB), INDIA

(A State University Estb. by Govt. of Punjab vide Punjab Act No. 5 of 2015 and Approved u/s 2(f) & 12 (B) of UGC; Member AIU)

Department: **UNIVERSITY BUSINESS SCHOOL**
Maharaja Ranjit Singh Punjab Technical University, Bathinda

Program: **BBA (Bachelor's in Business Administration)**

| | | |
|---|--|--|
| Subject: <u>Financial Accounting</u> | Subject Code: <u>BMBAS1-102</u> | Semester: <u>1st</u> |
| Credit: <u>4</u> | L T P <u>4 0 0</u> | Duration: <u>60 Hrs.</u> |

| COs | Statement | PO1 | PO2 | PO3 | PO4 | PO5 | PO6 | PO7 | PO8 | PO9 | PO10 | PO11 | PO12 |
|-----|--|-----|-----|-----|-----|-----|-----|-----|-----|-----|------|------|------|
| CO1 | Define bookkeeping and elements of financial accounting | 2 | | 1 | | | | | | | | | 1 |
| CO2 | Understand the tools and techniques of financial accounting | 2 | | | | 2 | | | | | | 3 | |
| CO3 | Find various errors and issues in financial statements of business | 2 | | 2 | | 3 | | | | | | | 2 |
| CO4 | Use accounting information for finding business solution of various types of organizations | 3 | | | 2 | 2 | | | | | 2 | 3 | 2 |



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Program: **BBA (Bachelor's in Business Administration)**

| | | |
|--|--|--|
| Subject: <u>Micro-Economics</u> | Subject Code: <u>BMBAS1-103</u> | Semester: <u>1st</u> |
| Credit: <u>4</u> | L T P <u>4 0 0</u> | Duration: <u>60 Hrs.</u> |

| COs | Statement | PO1 | PO2 | PO3 | PO4 | PO5 | PO6 | PO7 | PO8 | PO9 | PO10 | PO11 | PO12 |
|-----|---|-----|-----|-----|-----|-----|-----|-----|-----|-----|------|------|------|
| CO1 | Understand and explain the basic concept of economics | 3 | | | | | | | | | | | 1 |
| CO2 | Understand its managerial perspective including the real insight of the consumer's economic behaviour | | | | | | 3 | | | 1 | | | |
| CO3 | Estimate the demand for the new product as well as changes in the existing products | | | | | 3 | | | | | | | |
| CO4 | Acquaint students with the concept of production functions and analysis | | | | | 2 | | 1 | | | | 1 | |



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| | | |
|--|--|--|
| Subject: <u>Fundamental of Information Technology</u> | Subject Code: <u>BMBAS1-104</u> | Semester: <u>1st</u> |
| Credit: <u>4</u> | L T P <u>4 0 0</u> | Duration: <u>60 Hrs.</u> |

| COs | Statement | PO1 | PO2 | PO3 | PO4 | PO5 | PO6 | PO7 | PO8 | PO9 | PO10 | PO11 | PO12 |
|------------|---|-----|-----|-----|-----|-----|-----|-----|-----|-----|------|------|------|
| CO1 | Understand and apply the core concepts and technologies which constitute Information Technology | 1 | | | | 1 | | | | | | | |
| CO2 | Recognize the impact of information and communication technologies on the internet in business operations | | | | 1 | 3 | | | | | | | 1 |
| CO3 | Apply computer applications in taking the managerial decisions | | | | | 3 | | | | | | | 1 |
| CO4 | Enable students to familiar with operating system and computer software | | | | | 3 | | | | | | | |



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| | | |
|---|--|--|
| Subject: <u>Business Communication-I</u> | Subject Code: <u>BMBAS1-105</u> | Semester: <u>1st</u> |
| Credit: <u>3</u> | L T P <u>3 0 0</u> | Duration: <u>60 Hrs.</u> |

| COs | Statement | PO1 | PO2 | PO3 | PO4 | PO5 | PO6 | PO7 | PO8 | PO9 | PO10 | PO11 | PO12 |
|------------|--|-----|-----|-----|-----|-----|-----|-----|-----|-----|------|------|------|
| CO1 | Apply appropriate communication skills in business activities | | | | | | | | | | 3 | | 1 |
| CO2 | Apply communication skills across settings, purposes, and audiences, demonstrate knowledge of communication theory and application | | | | | 1 | | | | | 3 | | |
| CO3 | Apply grammar and to know its intricacies for effective usage | | | | | 2 | | | | | 3 | | |
| CO4 | Enrich written communication skills for employability | | | | | | | | | | 3 | | 1 |



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Program: **BBA (Bachelor's in Business Administration)**

| | | |
|--|--|--|
| Subject: <u>Basic Spreadsheet Tools Lab</u> | Subject Code: <u>BMBAS1-106</u> | Semester: <u>1st</u> |
| Credit: <u>2</u> | L T P <u>0 0 4</u> | Duration: <u>60 Hrs.</u> |

| COs | Statement | PO1 | PO2 | PO3 | PO4 | PO5 | PO6 | PO7 | PO8 | PO9 | PO10 | PO11 | PO12 |
|-----|--|-----|-----|-----|-----|-----|-----|-----|-----|-----|------|------|------|
| CO1 | Set up the chart function of Excel to represent numeric data in multiple formats | 2 | | | | 1 | | | | | | | 1 |
| CO2 | Access and manipulate data using the database functions of spreadsheet | 2 | 1 | | | 2 | | | | | | | 1 |
| CO3 | Knowledge of using graphs and charts | 1 | 2 | | | | 1 | | | | | | 1 |
| CO4 | Efficiently use the various basic and intermediate level features of spreadsheet | 2 | | | | 2 | | | | | | | 2 |



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| | | |
|---|--|--|
| Subject: <u>Human Values and Professional Ethics</u> | Subject Code: <u>BMNCC0-003</u> | Semester: <u>1st</u> |
| Credit: <u>S/NS*</u> | L T P <u>2 0 0</u> | Duration: <u>60 Hrs.</u> |

| COs | Statement | PO1 | PO2 | PO3 | PO4 | PO5 | PO6 | PO7 | PO8 | PO9 | PO10 | PO11 | PO12 |
|------------|--|-----|-----|-----|-----|-----|-----|-----|-----|-----|------|------|------|
| CO1 | Understand the concept of human values as social fact. Clarity about different universal values and value systems relevant to professions and work | | | | | | 1 | | 2 | | | | 1 |
| CO2 | Discern the meanings of values, morality, ethics and their relationship with religion. Able to make sense of some significant related theories | | | | | | | | 3 | 1 | | | |
| CO3 | Realize the relevance of Professional ethics and virtues at the workplace and their importance for the benefits of society at large | | | | | | | | 3 | 1 | | | |
| CO4 | Appreciate the judicious use of Technology and social laws for the conservation of environment and consequently for the welfare of the humanity | | | | | | 2 | | | | | | 2 |



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| | | |
|--|--|--|
| Subject: <u>Macro Economics</u> | Subject Code: <u>BMBAS1-202</u> | Semester: <u>2nd</u> |
| Credit: <u>4</u> | L T P <u>4 0 0</u> | Duration: <u>60 Hrs.</u> |

| COs | Statement | PO1 | PO2 | PO3 | PO4 | PO5 | PO6 | PO7 | PO8 | PO9 | PO10 | PO11 | PO12 |
|------------|---|-----|-----|-----|-----|-----|-----|-----|-----|-----|------|------|------|
| CO1 | Provide a thorough understanding of economic issues and how treat them in macro perspectives | 2 | | 1 | | | | | | | | | 1 |
| CO2 | Better understanding of equilibrium national level incomes and calculate equilibrium national income levels, calculate and use various multipliers, convert nominal values to real values | | | 2 | | | | | | 1 | | | 2 |
| CO3 | Know about the various factors contributing to inflationary and deflationary pressures | 1 | | | | | 2 | 2 | | | | | |
| CO4 | Understand the role of monetary and fiscal policies to address the economic issues | 1 | | | | | 2 | 2 | | | | | 2 |



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|--|--|--|
| Subject: <u>Business Statistics</u> | Subject Code: <u>BMBAS1-203</u> | Semester: <u>2nd</u> |
| Credit: <u>4</u> | L T P <u>4 0 0</u> | Duration: <u>60 Hrs.</u> |

| COs | Statement | PO1 | PO2 | PO3 | PO4 | PO5 | PO6 | PO7 | PO8 | PO9 | PO10 | PO11 | PO12 |
|------------|--|-----|-----|-----|-----|-----|-----|-----|-----|-----|------|------|------|
| CO1 | Appreciate business mathematics concepts that are encountered in the real world | | | | | | | 1 | | | | | 2 |
| CO2 | Understand the underlying business concepts involved in mathematics to help another person gain insight into the situation | | | 2 | | | | | | | | | |
| CO3 | Work with different theorems and matrices | | | | | 2 | | | | | | | |
| CO4 | Provide exposure on calculation of measures of correlation, regression, probability, time series and index numbers | | | | 2 | 3 | | | | | | | |



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|--|--|--|
| Subject: <u>Management Accounting</u> | Subject Code: <u>BMBAS1-204</u> | Semester: <u>2nd</u> |
| Credit: <u>4</u> | L T P <u>4 0 0</u> | Duration: <u>60 Hrs.</u> |

| COs | Statement | PO1 | PO2 | PO3 | PO4 | PO5 | PO6 | PO7 | PO8 | PO9 | PO10 | PO11 | PO12 |
|------------|--|-----|-----|-----|-----|-----|-----|-----|-----|-----|------|------|------|
| CO1 | Learning accounting standards and other regulatory pronouncements that address accounting for inter-entity relationships | 2 | | | | | | | | | | | |
| CO2 | Apply various financial analysis tools to examine financial information for finding business solution | | | | | | | | | | 2 | | 2 |
| CO3 | Implement latest costing techniques for sustainability of business | | | | | | | | | | | 3 | |
| CO4 | Demonstrate how the concepts of accounting and costing could integrate while identification and resolution of problems | | | | | 2 | | | | | | | 2 |



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|---|--|--|
| Subject: <u>IT Applications for Business</u> | Subject Code: <u>BMBAS1-205</u> | Semester: <u>2nd</u> |
| Credit: <u>4</u> | L T P <u>4 0 0</u> | Duration: <u>60 Hrs.</u> |

| COs | Statement | PO1 | PO2 | PO3 | PO4 | PO5 | PO6 | PO7 | PO8 | PO9 | PO10 | PO11 | PO12 |
|------------|--|-----|-----|-----|-----|-----|-----|-----|-----|-----|------|------|------|
| CO1 | Understand the concepts of computer and various software related to it | 1 | 2 | | | 3 | | | | | | | |
| CO2 | Learn the use of Word Processing tools and presentation tools which helps in different type of analysis and projection of reports related to the business management | | 2 | | | 3 | | | | | | | |
| CO3 | Achieve hand on experience with computer software which to enhance business activities and helps in planning and coordinating different activities of the company | | 2 | | | 3 | | | | | | | |
| CO4 | Analyze the steps, tools and security considerations needed create an E-commerce model | | | | | 3 | | | | | | | 1 |



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|--|--|--|
| Subject: <u>Business Communication – II</u> | Subject Code: <u>BMBAS1-206</u> | Semester: <u>2nd</u> |
| Credit: <u>3</u> | L T P <u>3 0 0</u> | Duration: <u>60 Hrs.</u> |

| COs | Statement | PO1 | PO2 | PO3 | PO4 | PO5 | PO6 | PO7 | PO8 | PO9 | PO10 | PO11 | PO12 |
|-----|--|-----|-----|-----|-----|-----|-----|-----|-----|-----|------|------|------|
| CO1 | Apply various communication concepts and theories to address everyday dilemmas within dimensions (ethical, social, legal, technological, relational, and cultural) | | | | | | | 1 | | 2 | 3 | | 1 |
| CO2 | Effective business writing and communication | | | | | 2 | | | | | 3 | | 2 |
| CO3 | Improved reading skills and word formulation | | | | | 2 | | | | | 3 | | |
| CO4 | Developing and delivering effective presentations | | | | | 2 | | | | | 3 | | 1 |



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|---|--|--|
| Subject: <u>Drug Abuse: Problem, Management and Prevention</u> | Subject Code: <u>BMNCC0-004</u> | Semester: <u>2nd</u> |
| Credit: <u>S/NS*</u> | L T P <u>2 0 0</u> | Duration: <u>60 Hrs.</u> |

| COs | Statement | PO1 | PO2 | PO3 | PO4 | PO5 | PO6 | PO7 | PO8 | PO9 | PO10 | PO11 | PO12 |
|-----|---|-----|-----|-----|-----|-----|-----|-----|-----|-----|------|------|------|
| CO1 | Understand the responsibilities of society and family to prevent Drug Abuse | | | | | | 3 | | | 2 | | | |
| CO2 | Understand the role of educational institutes in controlling Drug Abuse | | | | | | | | | | | | 2 |
| CO3 | Aware about various Psychological and Social management of Drug abuse | | | | | | 1 | | | | | | 3 |
| CO4 | Understand the role of Media and Legislation to control the drug abuse | | | | | | | 1 | | | 2 | | |

Enter Correction levels 1, 2 or 3 as defined below:

1. Slight (Low) - upto 30% 2. Moderate (Medium) – above 30% and upto 70% 3. Substantial (High) – above 70%