

# LNCT UNIVERSITY, BHOPAL

**Program: BBA-BIA**

**Semester-II**

**Session:**

Name of Paper	Paper Code	Theory				
<b>ORGANIZATIONAL BEHAVIOUR</b>	<b>BIA-201</b>	<b>L</b>	<b>T</b>	<b>EST</b>	<b>CAT</b>	<b>Total</b>
		<b>3</b>	<b>1</b>	<b>70</b>	<b>30</b>	<b>100</b>

***Objectives:** The objective of this course is to teach students about how organization behaves with their employees and motivate them to work in particular environment.*

Unit	Contents (Theory)	Hours/Week
<b>I</b>	Introduction to organizational behaviour, Nature, scope and determinants of organizational behaviour, Model of organizational behaviour, Challenges and Opportunities for organizational behaviour.	10 Hours
<b>II</b>	Individual behaviour, Perception, Perceptual organization, Perceptual process. Components, Principles of learning and attitude.	9 Hours
<b>III</b>	Group and Interpersonal Process: Dynamics of formal and informal work groups, Theories of group, Comparative study of formal and informal organization, functions of group, Leadership and its theories.	8 Hours
<b>IV</b>	Motivation and Organisational Culture, Emerging perceptive of motivation, Types of motives, Motivation approaches.	10 Hours
<b>V</b>	Organisational change, Resistance to change, Process of organizational development, Intervention techniques. Carrier planning.	8 Hours

Name of Authors	Titles of the Book	Edition	Name of the Publisher
Luthans F.	Organizational Behaviour,		Tata MacGrawHill
Robbins,	Organizational Behaviour,		Pearson Publishing
Chandan J.	Organizational Behaviour,		Vikas Publishing House

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**Program: BBA-BIA**

**Semester-II**

**Session:**

Name of Paper	Paper Code	Theory				
<b>FINANCIAL ACCOUNTING</b>	<b>BIA-202</b>	<b>L</b>	<b>T</b>	<b>EST</b>	<b>CAT</b>	<b>Total</b>
		<b>3</b>	<b>1</b>	<b>70</b>	<b>30</b>	<b>100</b>

**Objectives:** The objective of this course is to teach students about accounting concepts and their roles in the organizational practices.

Unit	Contents (Theory)	Hours/Week
<b>I</b>	Purpose of Accounting and its. Place in Business, Limitations, Relationship with other financial Areas, Advantages & Importance.	8 Hours
<b>II</b>	Basic Accounting Concepts and conventions: Money Measurement Concept, Entity Concept, Going Concern Concept, Cost Concept, Dual Aspect Concept, Accrual Concept, Conservatism, Materiality Concept, Consistency concept, and accounting conventions.	9 Hours
<b>III</b>	Accounting Structure: Process of Accounting Journal, Ledger and Trial Balance Errors & their rectification based on Double Entry Book-Keeping System, Bank Reconciliation statement.	10 Hours
<b>IV</b>	Preparation of Financial Statements: Form and Preparation of Income, Statement and Statement of Financial Position, Adjustments.	8 Hours
<b>V</b>	Preparation of final accounts of Joint stock companies and overview of Indian and International accounting standards.	10 Hours

Name of Authors	Titles of the Book	Edition	Name of the Publisher
Agrawal, Srinivasan	Accounting		Tata McGraw Hill
Sudhindra Bhat	Management Accounting		Excel Books Publishing
S.N. Maheshwari	Introduction to Accountancy		Vikas Publishing House
Nitin Balwani,.	Accounting and Finance for Managers		Excel Books Publishing
N.Ramchandran, Kakani	Financial Accounting for Management		Tata McGraw Hill

# LNCT UNIVERSITY, BHOPAL

**Program: BBA-BIA**

**Semester-II**

**Session:**

Name of Paper	Paper Code	Theory				
Introduction to DBMS And SQL	BIA-203	L	T	EST	CAT	Total
		3	1	70	30	100

***Objectives:** Develop understanding of database system architecture, components, and services. To enable the students to compare basic database design approaches.*

Unit	Contents (Theory)	Hours/Week
<b>I</b>	Introduction to Database Management System, Purpose of Database System, Entity, Relationship model (E-R model), Introduction to relational databases.	10 Hours
<b>II</b>	Database Design: Functional Dependencies, Normal Forms– First, Second, Third, Boyce/Codd Normal Form. Model, Keys, Relational Algebra, Relational Calculus.	9 Hours
<b>III</b>	SQL fundamentals, DDL, DML, Data Types, Data Constraints, Commands– Create Table, Insert Into, Select, Update, Alter, Delete, WHERE Clause, SELECT DISTINCT, Operators.	6 Hours
<b>IV</b>	SQL COMMANDS: Different SQL JOINS, Built-in Functions, String Functions, Date and Time Functions, Mathematics and Statistics Functions, ORDER BY Keyword, GROUP BY Statement, HAVING Clause, Triggers, Embedded SQL, Dynamic SQL, Distributed Databases and Client/Server Databases.	10 Hours
<b>V</b>	Transactions in SQL: Transaction Concepts, Transaction Recovery, ACID Properties, Concurrency, Locking, Deadlock- Serializability, Recovery Isolation Levels.	10 Hours

Name of Authors	Titles of the Book	Edition	Name of the Publisher
C.J. Date.	An Introduction to Database Systems		Pearson
Silberschatz, A Henry F. Korth, S. Sudharshan	Database System Concepts		Tata McGraw Hill
Raghu Ramakrishnan	Database Management Systems		McGraw Hill

# LNCT UNIVERSITY, BHOPAL

**Program: BBA-BIA**

**Semester-II**

**Session:**

Name of Paper	Paper Code	Theory				
Introduction to HTML	BIA-204	L	T	EST	CAT	Total
		3	1	70	30	100

*Objectives: To understand the concept of Basic Web Page Development, Editing Web Page Block Building of the webpage.*

Unit	Contents (Theory)	Hours/Week
I	Introduction to HTML: What is HTML, what Use of HTML, Basic Syntax of HTML, Basic BODY of HTML Recognize the elements of HTML?	10 Hours
II	Principle of HTML: Basic principles involved in developing a website, Planning process, Five Golden rules of web designing, Designing a navigation bar, Page design, Home Page Layout, and Design Concept.	10 Hours
III	TAGS of HTML: Creating an HTML document, Mark up Tags, Heading- Paragraphs Line Breaks, HTML Tags. Elements of HTML, Introduction to elements of HTML, working with Tet Working with Lists, Table, and Frames Working with Hyperlinks, Images and Multimedia, Working with Forms and controls.	9 Hours
IV	Introduction to Web Publishing or Hosting: Creating the Web Site, Saving the site, working on the web site, creating web site structure, Creating Titles for web pages 6.6 Themes-Publishing web sites.	8 Hours
V	Pictures: How to create a BOX, How to Insert a Picture, how to shape, how to resize, how to align the picture.	8 Hours

Name of Authors	Titles of the Book	Edition	Name of the Publisher
Jon Duckett's	HTML & CSS: Design and Build Web Sites		
Matthew MacDonald	HTML5: The Missing Manual		
Jennifer Robbins	Learning Web Design: A beginner's Guide To HTML, CSS, Javascript, and Web Graphics		

# LNCT UNIVERSITY, BHOPAL

**Program: BBA-BIA**

**Semester-II**

**Session:**

Name of Paper	Paper Code	Theory				
Descriptive Statistics	BIA-205	L	T	EST	CAT	Total
		3	1	70	30	100

**Objectives:** The objective of this course is to teach basic statistical concepts such as statistical collection, species characteristics, statistical series, tabular and graphical representation of data, measures of central tendency, dispersion and asymmetry

Unit	Contents (Theory)	Hours/Week
I	Descriptive Statistics: Types of data, data collection, tabulation, charts and graphs, interpreting data and visualizations, measures of central tendencies, measures of variability, Skewness and kurtosis. Applications with Excel	10 Hours
II	Probability: Sets and Venn diagram, counting: permutation and combination, experiment, sample space and events, classical probability, general rules of addition, conditional probability, general rules for multiplication, Independent events, Bayes' Theorem.	10 Hours
III	Probability Distributions: Binomial, Poisson, approximation of binomial to Poisson, Normal Distribution, Approximation of Binominal Distribution to Normal Distribution.	9 Hours
IV	Introduction to sampling, Random sampling, Non-Random sampling, Sampling and non-sampling error, margin of error, Statistic and Parameters, Applications with Excel.	8 Hours
V	Index Number and Statistical Quality Control: Index number, Index Number Numerical, statistical quality control, Different Terms of Quality Control, R Chart, X bar Chart, and, P-Chart for attributes.	8 Hours

Name of Authors	Titles of the Book	Edition	Name of the Publisher
Oswal, Sahu	Business Statistics		Ramesh Book Depot, Jaipur
Anderson, David R., Thomas A. Williams and Dennis J. Sweeney.	Statistics for Business and Economics		South Western
Levin, Richard I. and David S. Rubin	Statistics for Management		Prentice Hall
Nagar K.N.	Statistics		Meenakshi Prakashan
Shukla S.M	Statistics		Himalaya Publishing House