

Tribhuvan University
Faculty of Management
Office of the Dean



Course detail of
BBA (Bachelor of Business Administration) 2nd Semester

April 2014

BBA 2nd Semester Course Cycle

ENG 202: English – II	3 Cr. hrs
MGT 202: Human Resource Management	3 Cr. hrs
ECO 202: Macro Economics	3 Cr. hrs
MTH 202: Business Mathematics - II	3 Cr. hrs
IT 202: Introductory Database	3 Cr. hrs

ECO - 202 : Macro Economics

Module Objectives

This module aims to develop students' understanding of the macroeconomic concepts to enhance their skills in analyzing business environment for decision-making.

Contents

Macroeconomics: concepts and importance. National income accounting: concepts, measurement approaches and measurement difficulties of national income. Consumption, saving and investment functions, paradox of thrift, acceleration coefficient. Income determination models: classical and Keynesian theories, IS – LM model, concept of multipliers. Business cycles: phases and economic stabilization policy. Inflation: theories of inflation, computation of rate of inflation, Unemployment, macroeconomic policies: monetary policy, fiscal policy. Macroeconomic issues: Nepalese perspective.

Detailed Course

Unit 1: Introduction to Macroeconomics

LH 2

Meaning and scope of macroeconomics, Static and dynamic analysis of Macroeconomics, Macroeconomics and business environment.

Case Studies

Unit 2: National Income Accounting

LH 7

Circular flow of income and expenditure (two, three and four sector economy), Meaning of national income: Various concepts of NI: GDP, NDP, GNP and NNP (both in – market price and factor cost terms), Nominal GDP, Real GDP and GDP deflator, **Potential and actual GDP**, Personal income, Disposable income and **Saving**, Per capital income. Three approaches of measurement of NI (Product, Income and Expenditure), Measurement Difficulties of NI.

Numerical assignments and Case studies

Unit 3: Consumption, Saving and Investment

LH 8

- § Meaning, technical attributes and determinants of consumption function
- § Psychological law of consumption function
- § Meaning, Technical attributes and determinants of saving function
- § Paradox of thrift
- § Meaning and types of investment
- § Concept of MEC and investment demand curve
- § Determinants of induced investment
- § Principle of acceleration coefficient (Tabular explanation)

Numerical assignments and case studies

Unit 4: Theories of National Income Determination

LH 12

Classical Theory of output and Employment

Keynesian Model of Income Determination

- § Income determination in a Two sector economy, change in aggregate demand and investment multiplier

§ Income determination in a Three sector economy, fiscal multipliers (tax multiplier, government expenditure multiplier and balanced budget multiplier)

§ Income determination in a Four sector Economy, foreign trade multiplier

IS – LM Model of Income Determination

§ Derivation of IS curve and product market equilibrium

§ Derivation of LM curve and money market equilibrium

§ Determination of equilibrium income

§ Shift in IS curve and effect on equilibrium income

§ Shift in LM curve and effect on equilibrium income

§ Shift in IS and LM curves and simultaneous effect on equilibrium income

§ Monetary policy and effect on equilibrium income

§ Fiscal Policy and effect on equilibrium income

§ Monetary – Fiscal Policies mix and effect on equilibrium income

Numerical assignments and Case studies

Unit 5: Inflation, Unemployment and Business cycles

LH 7

Inflation: Meaning, types (on the basis of rate and control), Theories of inflation – Demand-pull and cost-push, Effects (production and distribution of income and wealth), Computation of rate of inflation (Using PPI, CPI and GDP inflator only), Meaning of Deflation and stagflation

Unemployment: Meaning and types, costs of unemployment, Inflation and unemployment

Business cycles: Meaning and characteristics, Phases of business cycles, Economic stabilisation policy.

Numerical assignments and Case studies

Unit 6: Macroeconomics Policies

LH 5

Macroeconomic Policy: Meaning and Objectives

Money Supply: Meaning and sources

Monetary policy: Meaning, types, instruments, indicators, targets, goals.

Fiscal Policy: Meaning, methods, instruments, goals

Deficit Financing: Meaning and significance

Budget: Meaning and components

Case studies

Unit 7: Macroeconomics Issues: Nepalese Perspective

LH 7

Balance of Payments : Meaning and components

Exchange rate: Meaning and types, exchange rate determination (demand supply approach)

Economic growth and development, Sources of economic growth,

Privatisation, economic liberalisation and globalization, market failure,

Foreign direct investment

Foreign employment: current status and role.

Case studies

References

Bernake and Abel , ***Macroeconomics***, Singapore, Pearson Education latest edition

Froyen, R.T. ***Macroeconomics and Policies*** (8th edition)

Lipsey, R.S. and C. Harbury, ***Elementary Macroeconomics***, New York, Oxford University Press latest edition

Mankiew, NG (1998), ***Principles of Macroeconomics***, Orlando, The Dryden Press, Harcourt Brace College Publishers

McConnell and Brue, ***Economics : Principles, Problems and Policies***, New York, McGraw Hill. Latest edition

Shrestha, R.G. and Adhikari, G.M. ***Macroeconomics***, fifth edition

Todaro, M.P ***Economics in the Third World***, Hyderabad, Orient Longman, Ltd. Latest edition

Other suggested readings: Various Publications and Journals of Nepal Rastra Bank, Ministry of Finance, National Planning Commission, Central Bureau of Statistics, World bank, Central Department of Economics (TU) and So on.

ENG - 202 : English - II

Module Objectives

This module is a continuation of English – I and aims to further strengthen students' ability to use English language for professional purpose.

Contents

Oral and written communication skills through a study of essays, short-stories, and short-plays of renowned authors. Review of books and articles. Preparation of company profiles, performance reports, and annual reports.

Detailed Course

Unit 1: Poems

LH 7

- The Loneliness of the Long Distance Runner
- Metaphors
- My Papa's Waltz
- Eight O'clock
- Ballad of the Landlord³

Unit 2: Short Story

LH 6

- The Buddha
- The Hitch-hiker
- The Lottery

Unit 3: Short Dramas

LH 4

- Sorry, Wrong Number
- Chandalika

Unit 4: Essay

LH 7

- A Most Forgiving Ape
- Girlhood Among Ghosts
- The Death of the Moth
- We Are all Scientists

Unit 5: Technical Writing

LH 13

- Chapter – 5 – Memo
- Chapter – 6 – Letters
- Chapter – 7 – Job Search
- Chapter - - Report Writing
- Chapter - - Research

Unit 6: Daily English Newspapers

LH 8

Questions

- Comprehension (Newspaper) 4 x 2 = 8 Marks
 - 4 levels from any topic (no text) = 12 Marks
 - Short answers (6 ques. choice) 5 x 5 = 25 Marks
 - Technical Writing = 15 Marks
- Total 60 Marks**

References

Joys of Reading, Compiled & edited by Shreedhar Lohani and R. Adhikari, M.K. Publishers and Distributors.

Technical Writing, Gerson and Gerson (Unit II and IV), Pearson Education Inc.

Daily English Newspapers

IT 202 Introductory Database

Module Objectives

This module aims to provide the students with the basic knowledge, issues and manipulation of database so that the students develop the skill of producing reports and managing business information.

Contents

Introduction to DBMS, Types of DBMS, Data Models, Relational Database Model, Entity Relationship models, Structured Query Language, Distributed Database Management Systems, Database Security, and Designing Good Designed Database

Detailed Course

Chapter 1: Introduction to DBMS [5hrs]

- ∅ Introduction to Database Management System
- ∅ DBMS vs File System
- ∅ View of data
- ∅ Data models
- ∅ Database Languages: DML, DDL
- ∅ Database users and administrators
- ∅ Transaction Management
- ∅ Database System Structure
- ∅ Application architectures

Chapter 2: Types of DBMS [2hrs]

- ∅ Types of DBMS
- ∅ Relational DBMS
- ∅ Object-oriented Database Management System

Chapter 3: Data Models [5hrs]

- ∅ Basic concepts
- ∅ Constraints
- ∅ Keys
- ∅ Design issues
- ∅ The Entity Relationship Database Model
- ∅ Weak entity sets
- ∅ Extended E-R Features
- ∅ Design of an E-R database schema
- ∅ Reduction of an R-R schema to tables

Chapter 4: Relational Database Model [5hrs]

- ∅ Structure of relational databases (Basic Structures, Database schema, keys, Schema Diagram, query languages, joins (Natural, outer))

- Ø Data Integrity
- Ø Types of Data Integrity (Entity integrity constraint (Primary key), Referential Integrity, Domain Constraints, triggers, assertions)
- Ø Relationships within the Relational Database

Chapter 5: Entity Relationship Modeling [6hrs]

- Ø Entity Relationship modeling
- Ø Entities, Attributes, Relationships
- Ø Degree of a relationship
- Ø Connectivity and Cardinality
- Ø Specialization and Generalization Entity relationship diagram

Chapter 6: Structured Query Language [7hrs]

- Ø Structured Query Language
- Ø Data Definition Language
- Ø SQL Constraints
- Ø Creating Tables
- Ø Data Manipulation Languages (Insert, Update, Delete, Select)
- Ø SELECT Queries
- Ø Syntax for the SELECT statement
- Ø SQL Views
- Ø JOIN

Chapter 7: Distributed Database Management Systems [5hrs]

- Ø Distributed Database Management System
- Ø Characteristics of DDBMS
- Ø Advantages / Disadvantages of DDBMS
- Ø Components of Distributed Database system
- Ø Distributed Database Design
- Ø Fragmentation (horizontal and vertical fragmentation)

Chapter 8: Database Security [5hrs]

- Ø Authorization in SQL (privileges in SQL)
- Ø Roles
- Ø The privilege to Grant Privileges
- Ø Limitations of SQL authorization

Chapter 9: Designing Good Designed Database [5hrs]

- Ø Normalization
- Ø Functional Dependencies: partial dependency, transitive dependency, join dependency, multivalued dependency

- ∅ Update Anamolies
- ∅ Normal forms: First, Second, Third, Fourth, Fifth

Text Book

Abraham Silberschatz, Henry Korth, S. Sudarshan, *Database System Concepts*,

C.J. Date, *An Introduction to Database Systems*

Reference Books

Philip J. Pratt and Joseph J. Adamski , [Concepts of Database Management](#) , Cengage Learning, 7 edition (June 14, 2011)

David Kroenke , David Auer , , Database Concepts (6th Edition), Prentice Hall; 6 edition (July 20, 2012)

MGT - 202 : Human Resource Management

BBA/BIM/BBM

Module Objectives

This module aims to develop student's understanding of the basic concepts, systems, and approaches of human resource management.

Contents

Concept, characteristics, objectives, and components of HRM. Emerging HR challenges. Human resource planning: assessing current HR, HRM inventory, HR information system, and succession planning. Job analysis: meaning, purpose, methods, and techniques. Job design: concept and approaches. HR training and development. Career development. HR motivation. Performance appraisal. Rewards management. Employee grievances and disciplines. Labor relations and Labour Act of Nepal.

Detailed Course

Unit 1: Introduction **LH 5**

Concept, characteristics, objectives, and components of HRM. HRM environment (globalization, technological advances, nature of work, workforce diversity, and legal trends). Contemporary HR issues, challenges and responsibilities of HR manager,.

Unit 2: Human Resource Planning **LH 6**

Concept, characteristics, and importance. HRP process. Major HRP activities: assessment of current HR (HR inventory – management inventory and skills inventory, HR information system, and succession planning), HR demand and supply forecasting. Techniques of HR demand and supply forecasting.

Unit 3: Job Analysis and Design **LH 6**

Job analysis: concept and terminology (task, job, position and occupation). Purpose and methods of collecting job analysis information. Job description and job specification. Job design: concept, approaches and techniques (scientific management, Hertzberg's model, job characteristics, socio-technical, and team).

Unit 4: Recruitment and Selection **LH 4**

Recruitment: concept and sources. Selection: concept, and importance. Selection Process. Selection tests and interviews: concept and types.

Unit 5: HR Training and Development **LH 5**

Concept and needs of HR training and development. Training needs assessment. HR training: objectives and methods (on-the-job and off-the-job). Evaluation of training program. Management development: concept, objectives, and methods (on-the-job and off-the-job). Career planning and development.

Unit 7: Performance Appraisal**LH 5**

Concept, uses and methods (simple ranking, alternative ranking, paired comparison, forced distribution, critical incident, behaviorally anchored rating scale). Appraisal interview. MBO approach to appraisal. Problems in performance rating.

Unit 8: Rewards Management**LH 2**

Concept and types (intrinsic and extrinsic, financial and non-financial). Qualities of effective rewards, Types of employee benefits.

Unit 9: Employee Grievances and Disciplines**LH 2**

Employee grievances: concept and handling grievances. Employee discipline: concept, causes, and process of managing discipline.

Unit 10: Labor Relations and Labour Regulations in Nepal**LH 6**

Labor relations: concept, objectives, and actors of labor relations. Reasons for joining trade unions. Trade unionism: concept, functions and types. Collective bargaining: concept and process, Labor disputes: causes and settlement provisions. Features and provisions of Labour Act.

Addendum: At least one case will be administered at the end of each chapter. The students will also complete a project work and a few other assignments as specified by the faculty member.

References

Bishweswor Man Shrestha, **Industrial Relations Management**, Akshalok Prakashan, Kathmandu.

Davi Decenzo and Stephen P. Robbins, **Human Resources Management**, John Wiley and sons (Asia) Pte. Ltd. Singapore.

Dev Raj Adhikari, **Fundamentals of Human Resource Management**. Buddha Academic Publishers and Distributors Pvt. Ltd.

Labor Act of Nepal.

MTH 202: Business Mathematics - II

Course Objectives

The course introduces mathematical techniques through examples of their application to economic and business concepts. It enables students to tackle problems in economics and business using these techniques. The purpose of the course, then, is to present mathematical skills and concepts, and to apply them to ideas that are important to the management students.

In addition, the course includes the basics of spreadsheet operations relating to solving equations, systems of equations, quadratic equations, matrices, the Mathematics of Finance and some numerical methods as well.

Course Contents

Integration and Applications in Production, First-order Differential Equations and Applications, Dynamics of Market Price, Linear Inequalities and Linear Programming, Linear Algebra and Applications, Numerical Methods for Solving Systems of Linear Equations, Input/Output Analysis, Functions of Several Variables and their Applications in Business and Economics, Difference Equations and Dynamic Economic Analysis.

Detailed Course

Unit 1: Integration and applications

8 hrs

Integration as the reverse of differentiation, Integration of the natural exponential function, Integration by algebraic substitution, Definite integral, Area under a curve, Consumer and producer surplus.

Unit 2: Linear inequalities and Linear programming

6 hrs

Linear Inequalities in Two Variables, Linear programming: Graphical method, Simplex method (two variables): Standard L P Problems, Duality and Standard Minimization L P Problems.

Online: Simplex method

Unit 3: Linear algebra and applications

7 hrs

Matrices, Elementary row operations, Solution of equations: Gauss elimination method and Gauss-Jordan method, Iterative Solution of equations: Gauss Siedel method, Determinants, Solution of equations: Cramer's rule, Inverse matrix: Gauss-Jordan method, Input/output analysis;

Lab. Work: Excel for linear algebra,

Online: Gauss elimination method for solving system of linear equations, Gauss-Jordan method for solving system of linear equations and finding inverse matrices.

Unit 4: Functions of several variables

9 hrs

Functions of several variables, Applications of functions of two variables in Business and economics, Partial differentiation, Applications of partial differentiation, Elasticity of Demand, Utility, Production, Graphical Representations, Unconstrained optimization,

Constrained optimization and Lagrange multipliers.

Unit 5: First-order differential equations and applications

9 hrs

Differential equations for limited and unlimited growth, First-Order Linear Differential Equations with Constant, Coefficient and Constant Term, Dynamics of Market Price, Variable Coefficient and Variable Term, Exact Differential Equations, Nonlinear Differential Equations of the First Order and First Degree.

Unit 6: Dynamic economic analysis and Difference equations

9 hrs

Difference equations, Solution of difference equations (first-order), Cobweb: iterative solutions, Cobweb: difference equation solutions, Lagged Keynesian macroeconomic model, Duopoly price adjustment.

References

- Teresa Bradley, *Essential Mathematics for Economics and Business*, John Wiley & Sons Ltd.
- Frank S. Budnick, *Applied Mathematics for Business, Economics, and the Social Sciences*, McGraw-Hill Ryerson, Limited.
- Ronald J. Harshbarger, James J. Reynolds, *Mathematical Applications for the Management, Life, and Social Sciences*, Houghton Mifflin Company.
- Vassilis C. Mavron, Timothy N. Phillips, *Mathematics for Economics and Finance*, Springer-Verlag.
- G. S. Monga, *Mathematics for management and economics*, Vikas Publishing House Pvt. Ltd., New Delhi.
- Mike Rosser, *Basic Mathematics for Economists*, Routledge Taylor & Francis Group
- Alpha C. Chiang, *Fundamental Methods Of Mathematical Economics*, McGraw-Hill, Inc.
- Srinath Baruah, *Basic Mathematics and its Application in Economics*, Macmillan India Ltd.
- A. B. Sthapit, P. M. Bajracharya and et al: *Fundamentals of Business Mathematics*, Buddha Academic Publishers & Distributors Pvt. Ltd., Kathmandu, Nepal.