

K L University
Department Of Electronics and Communication Engineering
Course Handout for II Sem / II Year B.Tech PROGRAM
Organization Management
A.Y 2017-18, Even Semester

COURSE TITLE	: ORGANIZATION MANAGEMENT
COURSE CODE	: 15 MB 3055
L-T-P STRUCTURE	: 3-0-0
CREDITS	: 3
COURSE COORDINATOR	: G.V.MADHAVI
COURSE INSTRUCTORS	: V.SRINIVAS
	: G.V.MADHAVI
COURSE TEACHING ASSOCIATES	: Not Applicable

OBJECTIVES OF THE COURSE:

1. To understand the various management theories and management approaches.
2. To understand the basic knowledge in organization structures and organization principles.
3. To understand the basic knowledge in motivation, motivation theories and leadership theories, moral and behavioral sciences and also understand the management concept, administration and management objectives.
4. To understand the various issues in industrial relations, trade unions and collective bargaining.

COURSE RATIONALE:

Organization Management is the basic conceptual need of commerce stream. It will enhance the prospectus of study of future courses like Masters in Business Administration. It enriches the basic principles of management practices adopted in any kind of organization for the smooth operations of day to day activities. This course will enable the student to adopt any organization in his professional carrier. All other subjects of commerce and management courses will be meaningful if practices of management are properly implemented.

COU Course Outcomes (CO):

CO No:	Course outcomes	SO	BTL
1	To understand the various management theories and management approaches.	a,c	2
2	To understand the basic knowledge in organization structures and organization principles.	a,c	2
3	To understand the basic knowledge in motivation, motivation theories and leadership theories, moral and behavioral sciences and also understand the management concept, administration and management objectives.	a,c	2
4	To understand the various issues in industrial relations, trade unions and collective bargaining	a,c	2

COURSE OUTCOME INDICATORS (COI's):

CO NO.	COI-1	COI-2	COI-3
1.	Understand the Development of Management thought – Various theories; latest management thoughts	Understand the human relations approach and latest management thoughts.	Understand the Organisation theory—classical organisation, neo-classical organisation theory, modern organisation theory.
2.	Understand the Organization Structure--Principles of organisation, organizational theories, departmentalism, authority, power, organizing,	Understand the organizational effectiveness, structuring the organisation, organizational change, organisation charts.	Understand the types of organisations—line , functional and line and staff relations, Organisational manuals.
3.	Understand the motivation and motivational theories. Morale, Absenteeism, Behavioral science,	Understand the management principles Understand Group dynamics, Group behavior. Leadership—Meaning, importance, styles, theories, leaders Vs managers and Management concept—Management, Administration	Understand the Importance of Management, Managerial Skills, Managerial Objectives, Harmonization of Objectives and Hierarchy of Objectives.
4.	Understand Industrial Relations, Trade Union And Collective Bargaining— Workers grievances, Suggestion system	Understand the Industrial Psychology, Industrial disputes, Conflict management, Views about conflict, Labor Policy	Understand Negotiations, Industrial Safety—working conditions, Accidents, Preventive measures, Safety training techniques

SYLLABUS as Approved by BoS
Course Code: 15 MB 3055 L –T – P: 3-0-0
Prerequisite: NIL Credits: 3

Development of Management thought – Introduction, Various theories; Functional approach, scientific management approach, human relations approach, latest management thoughts, organisation theory-classical organisation, neo-classical organisation theory, modern organisation theory.

Organization Structure--Principles of organisation, organizational theories, departmentalism, authority, power, organizing, organizational effectiveness, structuring the organisation, organizational change, organisation charts; types of organisations—line , functional and line and staff relations, Organisational manuals.

Motivation, Morale and behavioral science—Motivation: Characteristics, importance, Kinds of motivation. Thoughts of motivational philosophy: Gouglass Mc Gregore—X and Y theory; Herzberg's theory. Human needs, Incentive as motivators, Managing dissatisfaction and frustration. Morale, Absenteeism, Behavioral science, Group dynamics, Group behavior. Leadership - Meaning, Importance, Styles and Theories. Leaders Vs Managers.

Management concept—Management, Administration, Organisation, Difference and Relationship between Management, Administration and Organisation, Importance of Management, Characteristics of management, Managerial Skills, Managerial Objectives, Harmonization of Objectives, Hierarchy of Objectives.

Industrial Relations Trade Union and Collective Bargaining — Industrial relations, Industrial Psychology, Industrial disputes, Conflict management, Views about conflict, Labor Policy. Workers grievances, Suggestion system. Trade Unions. Collective Bargaining, Negotiations, Industrial Safety—working conditions, Accidents, Preventive measures, Safety training.

TEXT BOOKS

1. Ramesh B Rudani Management and Organizationl Behavior, Mc Graw Hill, 2012.
2. Stephen P. Robins, Organizational behavior, PHI / Pearson education, 11th edition, 2008.
3. Koontz & Wehrich., Essentials of Management, 12th edition, Tata Mc Graw Hill, 2007.

REFERENCES

1. R D Agarwal, Organization And Management, Tata Mc Graw Hill, 1982.
2. Banga & Sarma, Industrial Engineering Management including Production management, 11th edition, 2010.
3. C R Basu Business Organization And Management, Tata Mc Graw Hill, 1998.
4. O.P. Khanna , Industrial engineering management, Khanna publications, 2006.

Course Delivery Plan:

Sess. No.	CO	COI	Topic (s)	Teaching-Learning Methods	Evaluation Components
1.	1	1	Introduction to Development of Management thought	Lecture & discussion	Test-1 & End semester & AL
2.	1	1	Various management theories	Lecture & discussion	Test-1 & End semester & AL
3.	1	2	Functional approach	Lecture & discussion	Test-1 & End semester & AL
4.	1	2	Scientific management approach	Lecture & discussion	Test-1 & End semester & AL
5.	1	2	Human relations approach	Lecture & discussion	Test-1 & End semester & AL
6.	1	2	Latest management thoughts	Lecture & discussion	Test-1 & End semester & AL
7.	1	1	Organization theory	Lecture & discussion	Test-1 & End semester & AL
8.	1	1	classical organization theory	Lecture & discussion	Test-1 & End semester & AL
9.	1	1	Neo-classical organization theory	Problem solving	Test-1 & End semester & AL
10.	1	1	Modern organization theory	Lecture & discussion	Test-1 & End semester & AL
11.	2	2	Understand the Organization Structure	Lecture & discussion	Test-1 & End semester & AL
12.	2	2	Principles of organization	Lecture & discussion	Test-1 & End semester & AL

13.	2	1	Organizational theories	Lecture & discussion	Test-1 & End semester & AL
14.	2	2	Departmentalism, authority, power, organizing	Lecture & discussion	Test-1 & End semester & AL
15.	2	1	Understand the organizational effectiveness.	Lecture & discussion	Test-1 & End semester & AL
16.	2	2	Structuring the organization,	Lecture & discussion	Test-1 & End semester & AL
17.	2	2	Organizational change.	Lecture & discussion	Test-1 & End semester & AL
18.	2	2	Organization charts.	Lecture & discussion	Test-1 & End semester & AL
19.	2	2	Understand the types of Organizations—Line, Functional and line and staff relations, Organizational manuals.	problem solving	Test-1 & End semester & AL
20.	2	2	Line organization	problem solving	Test-1 & End semester & AL
21.	2	2	Functional organization	Lecture & discussion	Test-1 & End semester & AL
22.	2	2	Line staff organization	Lecture & discussion	Test-1 & End semester & AL
23.	2	2	Organization manual.	Lecture & discussion	Test-1 & End semester & AL
24.	3	1	Understand the motivation and Characteristics, importance, Kinds of motivation	Lecture & discussion	Test-1 & End semester & AL
25.	3	1	Thoughts of motivational philosophy: Gouglass Mc. Gregore	Lecture & discussion	Test-1 & End semester & AL
26.	3	1	X and Y theory; Herzberg's theory.	Lecture & discussion	Test-2 & End semester & AL

27.	3	2	Human needs, Incentive as motivators, Managing dissatisfaction and frustration.	Lecture & discussion	Test-2 & End semester & AL
28.	3	2	Understand the management principles.	Lecture & discussion	Test-2 & End semester & AL
29.	3	2	Understand Group dynamics -Group behavior.	Lecture & discussion	Test-2 & End semester & AL
30.	3	2	Leadership -Meaning, importance, styles, theories	Lecture & discussion	Test-2 & End semester & AL
31.	3	2	Leaders Vs managers	Lecture & discussion	Test-2 & End Semester & AL
32.	3	2	Leadership styles	Lecture & discussion	Test-2 & End semester & AL
33.	3	2	Management concept—Management, Administration	Lecture & discussion	Test-2 & End semester & AL
34.	3	2	Distinguish between Management and administration	Lecture & discussion	Test-2 & End semester & AL
35.	4	1	Understand Industrial Relations	Lecture & discussion	End semester & AL
36.	4	1	Trade Union-types	Lecture & discussion	End semester & AL
37.	4	2	Collective Bargaining	Lecture & discussion	End semester & AL
38.	4	2	Workers grievances and Suggestion system	Lecture & discussion	End semester & AL
39.	4	2	Understand the Industrial Psychology.	Lecture & discussion	End semester & AL
40.	4	2	Industrial disputes	Lecture & discussion	End semester & AL

41.	4	2	Conflict management,	Lecture & discussion	End semester & AL
42.	4	2	Views about conflict, Labor Policy	Lecture & discussion	End semester & AL
43.	4	2	Understand Negotiations, Industrial Safety.	Lecture & discussion	End semester & AL
44.	4	2	Working conditions, Accidents, Preventive measures,	Lecture & discussion	End semester & AL
45.	4	2	Safety training techniques.	Lecture & discussion	End semester & AL

COURSE DELIVERY PLAN:

Session wise Teaching – Learning Plan

Session Number: 1

Session Outcome: At the end of the session student should be able to understand Introduction to Development of Management thoughts.

Time(min)	Topic	BTL	Teaching – Learning Method
5	Introduction		
30	Introduction to Development of Management Thoughts	2	Lecture & discussion
10	Discussion		
5	Summary		

COURSE DELIVERY PLAN:

Session wise Teaching – Learning Plan

Session Number: 2

Session Outcome: At the end of the session student should be able to understand various management theories

Time(min)	Topic	BTL	Teaching – Learning Method
5	Introduction		
30	Various Management Theories	2	Lecture & discussion
10	Discussion		
5	Summary		

COURSE DELIVERY PLAN:

Session wise Teaching – Learning Plan

Session Number: 3

Session Outcome: At the end of the session student should be able to understand functional approach

Time(min)	Topic	BTL	Teaching – Learning Method
5	Introduction		
30	Functional Approach	2	Lecture & discussion
10	Discussion		
5	Summary		

COURSE DELIVERY PLAN:

Session wise Teaching – Learning Plan

Session Number: 4

Session Outcome: At the end of the session student should be able to understand scientific management approach

Time(min)	Topic	BTL	Teaching – Learning Method
5	Introduction		
30	Scientific Management Approach	2	Lecture & discussion
10	Discussion		
5	Summary		

COURSE DELIVERY PLAN:

Session wise Teaching – Learning Plan

Session Number: 5

Session Outcome: At the end of the session student should be able to understand human relations approach

Time(min)	Topic	BTL	Teaching – Learning Method
5	Introduction		
30	Human Relations Approach	2	Lecture & discussion
10	Discussion		
5	Summary		

COURSE DELIVERY PLAN:

Session wise Teaching – Learning Plan

Session Number: 6

Session Outcome: At the end of the session student should be able to understand latest management thoughts

Time(min)	Topic	BTL	Teaching – Learning Method
5	Introduction		
30	Latest Management Thoughts	2	Lecture & discussion
10	Discussion		
5	Summary		

COURSE DELIVERY PLAN:

Session wise Teaching – Learning Plan

Session Number: 7

Session Outcome: At the end of the session student should be able to understand organizational theory

Time(min)	Topic	BTL	Teaching – Learning Method
5	Introduction		
30	Organizational Theory	2	Lecture & discussion
10	Discussion		
5	Summary		

COURSE DELIVERY PLAN:

Session wise Teaching – Learning Plan

Session Number: 8

Session Outcome: At the end of the session student should be able to understand classical organization theory

Time(min)	Topic	BTL	Teaching – Learning Method
5	Introduction		
30	Classical Organization Theory	2	Lecture & discussion
10	Discussion		
5	Summary		

COURSE DELIVERY PLAN:

Session wise Teaching – Learning Plan

Session Number: 9

Session Outcome: At the end of the session student should be able to understand neo-classical organization theory

Time(min)	Topic	BTL	Teaching – Learning Method
5	Introduction		
30	Neo-classical Organization Theory	2	Lecture & discussion
10	Discussion		
5	Summary		

COURSE DELIVERY PLAN:

Session wise Teaching – Learning Plan

Session Number: 10

Session Outcome: At the end of the session student should be able to understand modern organization theory

Time(min)	Topic	BTL	Teaching – Learning Method
5	Introduction		
30	Modern organization theory	2	Lecture & discussion
10	Discussion		
5	Summary		

COURSE DELIVERY PLAN:

Session wise Teaching – Learning Plan

Session Number: 11

Session Outcome: At the end of the session student should be able to understand the organization structure

Time(min)	Topic	BTL	Teaching – Learning Method
5	Introduction		
30	Understand the Organization Structure.	2	Lecture & discussion
10	Discussion		
5	Summary		

COURSE DELIVERY PLAN:

Session wise Teaching – Learning Plan

Session Number: 12

Session Outcome: At the end of the session student should be able to understand principles of organization

Time(min)	Topic	BTL	Teaching – Learning Method
5	Introduction		
30	Principles of organization	2	Lecture & discussion
10	Discussion		
5	Summary		

COURSE DELIVERY PLAN:

Session wise Teaching – Learning Plan

Session Number: 13

Session Outcome: At the end of the session student should be able to understand organizational theories

Time(min)	Topic	BTL	Teaching – Learning Method
5	Introduction		
30	Organizational Theories	2	Lecture & discussion
10	Discussion		
5	Summary		

COURSE DELIVERY PLAN:

Session wise Teaching – Learning Plan

Session Number: 14

Session Outcome: At the end of the session student should be able to understand Departmentalism, authority, power, organizing

Time(min)	Topic	BTL	Teaching – Learning Method
5	Introduction		
30	Departmentalism, Authority, Power, Organizing	2	Lecture & discussion
10	Discussion		
5	Summary		

COURSE DELIVERY PLAN:

Session wise Teaching – Learning Plan

Session Number: 15

Session Outcome: At the end of the session student should be able to understand the organizational effectiveness.

Time(min)	Topic	BTL	Teaching – Learning Method
5	Introduction		
30	Understand the Organizational Effectiveness	2	Lecture & discussion
10	Discussion		
5	Summary		

COURSE DELIVERY PLAN:

Session wise Teaching – Learning Plan

Session Number: 16

Session Outcome: At the end of the session student should be able to understand structuring the organization.

Time(min)	Topic	BTL	Teaching – Learning Method
5	Introduction		
30	Structuring the Organization	2	Lecture & discussion
10	Discussion		
5	Summary		

COURSE DELIVERY PLAN:

Session wise Teaching – Learning Plan

Session Number: 17

Session Outcome: At the end of the session student should be able to understand Organizational change.

Time(min)	Topic	BTL	Teaching – Learning Method
5	Introduction		
30	Organizational Change	2	Lecture & discussion
10	Discussion		
5	Summary		

COURSE DELIVERY PLAN:

Session wise Teaching – Learning Plan

Session Number: 18

Session Outcome: At the end of the session student should be able to understand Organization charts

Time(min)	Topic	BTL	Teaching – Learning Method
5	Introduction		
30	Organization charts	2	Lecture & discussion
10	Discussion		
5	Summary		

COURSE DELIVERY PLAN:

Session wise Teaching – Learning Plan

Session Number: 19

Session Outcome: At the end of the session student should be able to understand the types of organizations

Time(min)	Topic	BTL	Teaching – Learning Method
5	Introduction		
30	Understand the types of organizations	2	Lecture & discussion
10	Discussion		
	Summary		

COURSE DELIVERY PLAN:

Session wise Teaching – Learning Plan

Session Number: 20

Session Outcome: At the end of the session student should be able to understand line organization

Time(min)	Topic	BTL	Teaching – Learning Method
5	Introduction		
30	Line Organization	2	Lecture & discussion
10	Discussion		
5	Summary		

COURSE DELIVERY PLAN:

Session wise Teaching – Learning Plan

Session Number: 21

Session Outcome: At the end of the session student should be able to understand about functional organization

Time(min)	Topic	BTL	Teaching – Learning Method
5	Introduction		
30	Functional organization	2	Lecture & discussion
10	Discussion		
5	Summary		

COURSE DELIVERY PLAN:

Session wise Teaching – Learning Plan

Session Number: 22

Session Outcome: At the end of the session student should be able to understand line and staff relations

Time(min)	Topic	BTL	Teaching – Learning Method
5	Introduction		
30	Lines and staff Relations	2	Lecture & discussion
10	Discussion		
5	Summary		

COURSE DELIVERY PLAN:

Session wise Teaching – Learning Plan

Session Number: 23

Session Outcome: At the end of the session student should be able to understand organizational manuals

Time(min)	Topic	BTL	Teaching – Learning Method
5	Introduction		
30	Organizational manuals	2	Lecture & discussion
10	Discussion		
5	Summary		

COURSE DELIVERY PLAN:

Session wise Teaching – Learning Plan

Session Number: 24

Session Outcome: At the end of the session student should be able to understand the motivation - characteristics, importance and Kinds of motivation

Time(min)	Topic	BTL	Teaching – Learning Method
5	Introduction		
30	Understand the motivation and Characteristics, importance, Kinds of motivation	2	Lecture & discussion
10	Discussion		
5	Summary		

COURSE DELIVERY PLAN:

Session wise Teaching – Learning Plan

Session Number: 25

Session Outcome: At the end of the session student should be able to understand Thoughts of motivational philosophy: Gouglass Mc. Gregore

Time(min)	Topic	BTL	Teaching – Learning Method
5	Introduction		
30	Thoughts of motivational philosophy: Gouglass Mc. Gregore	2	Lecture & discussion
10	Discussion		
5	Summary		

COURSE DELIVERY PLAN:

Session wise Teaching – Learning Plan

Session Number: 26

Session Outcome: At the end of the session student should be able to understand X and Y theory; Herzberg's theory.

Time(min)	Topic	BTL	Teaching – Learning Method
5	Introduction		
30	X and Y theory; Herzberg's theory	2	Lecture & discussion
10	Discussion		
5	Summary		

COURSE DELIVERY PLAN:

Session wise Teaching – Learning Plan

Session Number: 27

Session Outcome: At the end of the session student should be able to understand Human needs, Incentive as motivators, Managing dissatisfaction and frustration.

Time(min)	Topic	BTL	Teaching – Learning Method
5	Introduction		
30	Human needs, Incentive as motivators, Managing dissatisfaction and frustration.	2	Lecture & discussion
10	Discussion		
5	Summary		

COURSE DELIVERY PLAN:

Session wise Teaching – Learning Plan

Session Number: 28

Session Outcome: At the end of the session student should be able to understand the management principles.

Time(min)	Topic	BTL	Teaching – Learning Method
5	Introduction		
30	Understand the management principles	2	Lecture & discussion
10	Discussion		
5	Summary		

COURSE DELIVERY PLAN:

Session wise Teaching – Learning Plan

Session Number: 29

Session Outcome: At the end of the session student should be able to understand Group dynamics, Group behavior and Leadership

Time(min)	Topic	BTL	Teaching – Learning Method
5	Introduction		
30	Understand Group dynamics -Group behavior. Leadership	2	Lecture & discussion
10	Discussion		
5	Summary		

COURSE DELIVERY PLAN:

Session wise Teaching – Learning Plan

Session Number: 30

Session Outcome: At the end of the session student should be able to understand Meaning, importance, styles, theories

Time(min)	Topic	BTL	Teaching – Learning Method
5	Introduction		
30	Meaning, importance, styles, theories	2	Lecture & discussion
10	Discussion		
5	Summary		

COURSE DELIVERY PLAN:

Session wise Teaching – Learning Plan

Session Number: 31

Session Outcome: At the end of the session student should be able to understand Leaders Vs managers

Time(min)	Topic	BTL	Teaching – Learning Method
5	Introduction		
30	Leaders Vs managers	2	Lecture & discussion
10	Discussion		
5	Summary		

COURSE DELIVERY PLAN:

Session wise Teaching – Learning Plan

Session Number: 32

Session Outcome: At the end of the session student should be able to understand Leadership styles

Time(min)	Topic	BTL	Teaching – Learning Method
5	Introduction		
30	Leadership styles	2	Lecture & discussion
10	Discussion		
5	Summary		

COURSE DELIVERY PLAN:

Session wise Teaching – Learning Plan

Session Number: 33

Session Outcome: At the end of the session student should be able to understand Management concept—Management, Administration

Time(min)	Topic	BTL	Teaching – Learning Method
5	Introduction		
30	Management concept—Management, Administration	2	Lecture & discussion
10	Discussion		
5	Summary		

COURSE DELIVERY PLAN:

Session wise Teaching – Learning Plan

Session Number: 34

Session Outcome: At the end of the session student should be able to find solutions to Distinguish between Management and administration

Time(min)	Topic	BTL	Teaching – Learning Method
5	Introduction		
30	Distinguish between Management and administration	2	Lecture & discussion
10	Discussion		
5	Summary		

COURSE DELIVERY PLAN:

Session wise Teaching – Learning Plan

Session Number: 35

Session Outcome: At the end of the session student should be able to understand Industrial Relations.

Time(min)	Topic	BTL	Teaching – Learning Method
5	Introduction		
30	Understand Industrial Relations.	2	Lecture & discussion
10	Discussion		
5	Summary		

COURSE DELIVERY PLAN:

Session wise Teaching – Learning Plan

Session Number: 36

Session Outcome: At the end of the session student should be able to understand Trade Union-types

Time(min)	Topic	BTL	Teaching – Learning Method
5	Introduction		
30	Trade Union-types	2	Lecture & discussion
10	Discussion		
5	Summary		

COURSE DELIVERY PLAN:

Session wise Teaching – Learning Plan

Session Number: 37

Session Outcome: At the end of the session student should be able to understand Collective Bargaining

Time(min)	Topic	BTL	Teaching – Learning Method
5	Introduction		
30	Collective Bargaining	2	Lecture & discussion
10	Discussion		
5	Summary		

COURSE DELIVERY PLAN:

Session wise Teaching – Learning Plan

Session Number: 38

Session Outcome: At the end of the session student should be able to understand Workers grievances and suggestion system

Time(min)	Topic	BTL	Teaching – Learning Method
5	Introduction		
30	Understand the workers grievances and suggestion systems	2	Lecture & discussion
10	Discussion		
5	Summary		

COURSE DELIVERY PLAN:

Session wise Teaching – Learning Plan

Session Number: 39

Session Outcome: At the end of the session student should be able to understand the Industrial Psychology.

Time(min)	Topic	BTL	Teaching – Learning Method
5	Introduction		
30	Understand the Industrial Psychology	2	Lecture & discussion
10	Discussion		
5	Summary		

COURSE DELIVERY PLAN:

Session wise Teaching – Learning Plan

Session Number: 40

Session Outcome: At the end of the session student should be able to understand Industrial disputes

Time(min)	Topic	BTL	Teaching – Learning Method
5	Introduction		
30	Industrial disputes	2	Lecture & discussion
10	Discussion		
5	Summary		

COURSE DELIVERY PLAN:

Session wise Teaching – Learning Plan

Session Number: 41

Session Outcome: At the end of the session student should be able to understand Conflict management,

Time(min)	Topic	BTL	Teaching – Learning Method
5	Introduction		
30	Conflict management	2	Lecture & discussion
10	Discussion		
5	Summary		

COURSE DELIVERY PLAN:

Session wise Teaching – Learning Plan

Session Number: 42

Session Outcome: At the end of the session student should be able to understand Views about Conflicts and Labor Policy

Time(min)	Topic	BTL	Teaching – Learning Method
5	Introduction		
30	Views about Conflicts and Labor Policy	2	Lecture & discussion
10	Discussion		
5	Summary		

COURSE DELIVERY PLAN:

Session wise Teaching – Learning Plan

Session Number: 43

Session Outcome: At the end of the session student should be able to understand Negotiations and Industrial Safety

Time(min)	Topic	BTL	Teaching – Learning Method
5	Introduction		
30	Understand Negotiations and Industrial Safety	2	Lecture & discussion
10	Discussion		
5	Summary		

COURSE DELIVERY PLAN:

Session wise Teaching – Learning Plan

Session Number: 44

Session Outcome: At the end of the session student should be able to understand Working conditions, Accidents, Preventive measures and Safety training

Time(min)	Topic	BTL	Teaching – Learning Method
5	Introduction		
30	Working conditions, Accidents, Preventive measures and safety training	2	Lecture & discussion
10	Discussion		
5	Summary		

COURSE DELIVERY PLAN:

Session wise Teaching – Learning Plan

Session Number: 45

Session Outcome: At the end of the session student should be able to understand Safety training techniques

Time(min)	Topic	BTL	Teaching – Learning Method
5	Introduction		
30	Safety training techniques	2	Lecture & discussion
10	Discussion		
5	Summary		

EVALUATION PLAN:

Evaluation Component	Weightage/Marks	Date	Duration (Hours)	CO 1			CO 2			CO 3			CO 4		
COI Number				1	2	3	1	2	3	1	2	3	1	2	3
BTL				2	2	2	2	2	2	2	2	2	2	2	2
Test 1	Weightage (15%)		90 mins	5	5	5									
	Max Marks (30)			10	10	10									
Test 2	Weightage (15%)		90 mins				5	5	5						
	Max Marks (30)						10	10	10						
Active Learning	Weightage (15%)			Active Learning											
	Max Marks (15)														
Attendance	Weightage (5%)			Attendance											

	Max Marks (5)														
Semester End Exam	Weight age (50%)		180 mins	3 %	3 %	4 %	3 %	3 %	4 %	3 %	3 %	4 %	6 %	6 %	8 %
	Max Marks (50)			3	3	4	3	3	4	3	3	4	6	6	8
	Question Number			1	2-7	8	1	2-7	8	1	2-7	8	2-7	2-7	8

Course Team members, Chamber Consultation Hours and Chamber Venue details:

S.No.	Name of Faculty	Chamber Consultation Day(s)	Chamber Consultation Timings for each day	Chamber Consultation Room No:	Signature of Course faculty
2	DR.G.V. Madhavi	Friday	4PM-8PM	L4 401	
3	V.Srinivas	Friday	4PM-5PM	EEE104	

Signature of COURSE CO-ORDINATER

: G.V. MADHAVI

Signature of Department Vetting Team Member:

Recommended by HEAD OF DEPARTMENT

: DR. M. KISHORE BABU

Document digitally approved by Vetting Team and HOD.

For details please contact Digital Learning Team @C104.

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Hari Kiran Vege,

for **Assoc. Dean-TLP**
Approved By: DEAN-ACADEMICS

(Sign with Office Seal)