



## B.COM. SEMESTER – 1

<b>3</b>	<b>MINOR 1</b>	<b>BUSINESS ADMINISTRATION – 1 (BUSINESS ORGANIZATION)</b>
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Name of the Course:	<b>Business Administration – 1 (Business Organization)</b>
Course credit:	<b>04</b>
Teaching Hours:	<b>60 (Hours)</b>
Total marks:	<b>100</b>

### Objectives:

The course aims to familiarize the students with the forms of business organisation and contemporary issues.

### Learning Outcomes:

After completion of the course, learners will be able to:

1. Examine the dynamics of the most suitable form of business organisations in different situations.
2. Evaluate the various elements affecting the business environment.
3. Analyse business models for different organisations.
4. Record and report emerging issues and challenges of business organisations.
5. Defend changes in the working pattern of modern organisations

PARTICULAR	NO. OF LECTURES
<b>UNIT NO. 1 : INTRODUCTION</b>	
Business – Concept, nature and scope, business as a system, business objectives, business and environment interface, distinction between business, commerce and trade, Business ethics, social responsibilities of Business	<b>12</b>
<b>UNIT NO. 2 : BUSINESS ENTERPRISES</b>	
Forms of Business Organisation: Sole Proprietorship, Partnership firm, Joint Stock Company, One Person Company, Cooperative society; Limited Liability Partnership; Multinational Corporations; Choice of Form of Organisation; Business Combination: Need and Objectives, Forms: Mergers, Takeovers and Acquisitions.	<b>12</b>
<b>UNIT NO. 3 : BUSINESS ENVIRONMENT</b>	
Meaning and significance of Business environment, Internal and external environment, Dimensions of Business Environment; Uncertainty and business; Environmental Analysis and Diagnosis, Environment scanning techniques: SWOT and ETOP.	<b>12</b>
<b>UNIT NO. 4 : ENTREPRENEURSHIP: FOUNDING THE BUSINESS</b>	
Entrepreneur-Entrepreneurship-Enterprise; entrepreneurial ideas and opportunities in contemporary business environment; Process of entrepreneurship; Forms of entrepreneurship; Skill India, Startup India, Make in India, Globalization.	<b>12</b>
<b>UNIT NO. 5 : CONTEMPORARY ISSUES OF BUSINESS ORGANISATIONS</b>	
Emerging Issues and Challenges; Innovation in Organisational Design; Learning Organisations, Workforce Diversity, Franchising, Outsourcing, and E-commerce; Government and business interface; Sustainability; Digitalisation and Technological innovations.	<b>12</b>
<b>Total Lectures/Hours</b>	<b>60</b>





### Suggested Readings:

1. Basu, C. (2017). Business Organisation and Management. McGraw Hill Education.
2. Chhabra, T. N. Business Organisation and Management. Sun India Publications. New Delhi.
3. Drucker, P. F. (1954). The Practice of Management. Newyork: Harper & Row.
4. Kaul, V. K. (2012). Business Organisation Management. Pearson Education.
5. Koontz, H., &Weihrich, H. (2012). Essentials of Management: An International and Leadership Perspective. Paperback.
6. Singh, B. P., & Singh, A. K. Essentials of Management. New Delhi. Excel Books Pvt. Ltd.
7. Vasishth N., Rajput N., Business Organisation & Management. Kitab Mahal. Delhi.

**Note: Learners are advised to use latest edition of text/reference books**

