

**MBA 5-YEAR INTEGRATED PRACTICE-ORIENTED PROGRAMME
(IPOP) Scheme of Examination (w.e.f. the Session 2016-17)**

SEMESTER-I (Total Marks: 600; Total Credits: 24)

| | Maximum Marks | Total Credits |
|--|----------------------|----------------------|
| IMS-101 : Conceptual Foundations of Management | 100 | 4 |
| IMS-102 : Business Mathematics | 100 | 4 |
| IMS-103 : Fundamentals of Accounting | 100 | 4 |
| IMS-104 : Indian Public Administration | 100 | 4 |
| IMS-105 : Computer Fundamentals | 100 | 4 |
| IMS-106 : Proficiency in English | 100 | 4 |

SEMESTER-II (Total Marks: 500; Total Credits: 20)

| | Maximum Marks | Total Credits |
|---|----------------------|----------------------|
| IMS-201 : Understanding Human Behaviour | 100 | 4 |
| IMS-202 : Business Statistics- I | 100 | 4 |
| IMS-203 : Financial Accounting and Auditing | 100 | 4 |
| IMS-204 : Business Laws | 100 | 4 |
| IMS-205 : Business Communication | 100 | 4 |
| IMS-206 : Environment Studies [*] | 100 | - |

*The paper is as per the guidelines of Hon'ble Supreme Court. This is Core module syllabus as approved by UGC. The examination of this paper will be conducted by the Institute at its own level earlier than the semester examination and each student will be required to score minimum of 35% marks each in theory and practical. The marks obtained in this qualifying paper will not be included in determining the percentage of marks obtained for the award of degree. However, these will be shown in the detailed marks certificate of the student.

SEMESTER-III (Total Marks: 600; Total Credits: 24)

| | Maximum Marks | Total Credits |
|---|----------------------|----------------------|
| IMS-301 : Soft Skills and Personality Development | 100 | 4 |
| IMS-302 : Business Statistics- II | 100 | 4 |
| IMS-303 : Business Economics –I | 100 | 4 |
| IMS-304 : Corporate Laws | 100 | 4 |
| IMS-305 : Cost Accounting | 100 | 4 |
| IMS-306 : Vyavharik Hindi | 100 | 4 |
| IMS-307*: General English (Grammar and Usage, Vocabulary and Writing Skills) | 100 | 4 |

*IMS-307 is applicable in case of foreign students only in place of IMS-306. This paper will be applicable for foreign students in future also.

MBA-5 Year Integrated Course
3rd semester
General English
(Grammar and Usage, Vocabulary and Writing Skills)

Internal Assessment: 30Marks

Paper: IMS- 307

Theory: 70Marks

Total: 100Marks

Time: 3 hours

Note: (a) Nine questions shall be set in all, two questions in each unit I-IV and one compulsory question in unit-V

(b) The compulsory question in unit-V shall consist of four parts, one from each unit

(c) The Candidates shall be required to attempt five questions in all, selecting one question from each unit I-IV and question no. 9 in Unit-V shall be compulsory.

(d) Each question shall carry 14 Marks

UNIT-I

Grammar and Usage

A Detailed Study of Nouns, Pronouns, Adjectives, Articles, Verbs, Adverbs, Prepositions, Conjunctions and their Correct Usage.

UNIT-II

Grammar and Usage

Tenses: Active and Passive Voice; Transformation of Sentences from Simple to Compound/Complex Sentences; Narration/Reported Speech.

UNIT-III

Vocabulary

Antonyms and Synonyms; words Often Confused; Important Latin and English Prefixes and Affixes; Common Legal Terms (Their Meaning and Usage)

UNIT-IV

Composition Skills

- a) Formal Letter Writing, Writing of Business Letters, Official Letters and CVs.
- b) Paragraph Writing
- c) Punctuation

Suggested Reading:

1. Wren and Martin : High School English Grammar and Composition

2. Tickoo and Subramaniam: A Functional Grammar with Usage and Composition
3. Murphy, Raymond : Essential English Grammar, Cambridge University Press
4. Maisson, Margaret M. : Examine Your English
5. Allen. W. S. : Living English Structure
6. Hewings. Hartin : Advanced English Grammar, Cambridge University Press