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Ashoka Business School

206 Employee Relations and Labour Legislations (Academic Year 2019-20) Sem IV

Unit No*	Session No.*	Sub Topic*	Teaching Methodology*	Actual Date of Completion (dd/mm/yyyy)	Target Month	Target Year	Section	Remarks	Research Papers Discussed	Activities Planned /A/V Inputs	Case Study/Programs Planned	Reference Book/Website	Others
1	1	Introduction to Subject and Contents	PPT and Lecture			2020	A						
1	2	Introduction: Background of Employee Relations	Group Method with PPT & Lecture			2020	A					Personnel Management, C B Mamoria	
1	3	Concept, definition, scope, objectives: factors, participants & importance of ER	Group Method with PPT & Lecture			2020	A					Personnel Management, C B Mamoria	
1	4	Approaches to employee relations – The Dunlop’s approach	Group Method with PPT & Lecture			2020	A					Personnel Management, C B Mamoria	
1	5	The Social Action Approach	Group Method with PPT & Lecture			2020	A					Personnel Management, C B Mamoria	
1	6	The Human Relations Approach and The Gandhian Approach	Group Method with PPT & Lecture			2020	A					Personnel Management, C B Mamoria	
1	7	Labour policies, role of ILO and its influence on legislation in India.	Group Method with PPT & Lecture			2020	A					Personnel Management, C B Mamoria	
1	8	Labour policies, role of ILO and its influence on legislation in India.	Group Method with PPT & Lecture			2020	A					Personnel Management, C B Mamoria	
2	9	Mechanism for harmonious ER: Collective bargaining	Group Method with PPT & Lecture			2020	A					Personnel Management, C B Mamoria	
2	10	Collective bargaining - definition, meaning, nature, essential conditions, functions and importance, process and its implementation	Group Method with PPT & Lecture			2020	A					Personnel Management, C B Mamoria	
2	11	Collective bargaining - definition, meaning, nature, essential conditions, functions and importance, process and its implementation	Group Method with PPT & Lecture			2020	A					Personnel Management, C B Mamoria	
2	12	Workers participation in management & Problem solving attitude	Group Method/Participative Method			2020	A					Personnel Management, C B Mamoria	
2	13	Workers participation in management & Problem solving attitude	Group Method/Participative Method			2020	A					Personnel Management, C B Mamoria	
2	14	Grievance, meaning and forms, sources, approaches, procedures, model grievance procedure and grievance handling committees.	Group Method/Participative Method			2020	A					Personnel Management, C B Mamoria	



2	15	Grievance, meaning and forms, sources, approaches, procedures, model grievance procedure and grievance handling committees.	Group Method/Participative Method			2020	A					Personnel Management, C B Mamoria
2	16	Grievance, meaning and forms, sources, approaches, procedures, model grievance procedure and grievance handling committees.	Group Method/Participative Method			2020	A					Personnel Management, C B Mamoria
2	17	Grievance, meaning and forms, sources, approaches, procedures, model grievance procedure and grievance handling committees.	Group Method/Participative Method			2020	A					Personnel Management, C B Mamoria
3	18	Legislations governing Employee Relations: The Industrial Disputes Act 1947	Group Method/Participative Method			2020	A					Personnel Management, C B Mamoria
3	19	Definition of industry, workmen and industrial dispute	Group Method/Participative Method			2020	A					Personnel Management, C B Mamoria
3	20	authorities under the act, procedure, powers and duties of authorities	Group Method/Participative Method			2020	A					Personnel Management, C B Mamoria
3	21	authorities under the act, procedure, powers and duties of authorities	Group Method/Participative Method			2020	A					Personnel Management, C B Mamoria
3	22	strikes and lockouts, layoff, retrenchment and closure	Group Method/Participative Method			2020	A					Personnel Management, C B Mamoria
3	23	The Contract Labour (Regulation and Abolition) Act 1970 – Advisory boards, registration of establishment,	Group Method/Participative Method			2020	A					Personnel Management, C B Mamoria
3	24	Licensing of Contractors, Welfare and health of contract labour, registers and other records to be maintained.	Group Method/Participative Method			2020	A					Personnel Management, C B Mamoria
3	25	Licensing of Contractors, Welfare and health of contract labour, registers and other records to be maintained.	Group Method/Participative Method			2020	A					Personnel Management, C B Mamoria
4	26	Legislation governing Unions and wages: The Trade Union Act 1926	Group Method/Participative Method			2020	A					Personnel Management, C B Mamoria
4	27	Formation and registration of Trade Unions, Principle privileges of a registered trade union	Group Method/Participative Method			2020	A					Personnel Management, C B Mamoria
4	28	rights of recognised trade unions, types and structure of trade unions, impact of globalisation on trade union movement	Group Method/Participative Method			2020	A					Personnel Management, C B Mamoria
4	29	Maharashtra Recognition of Trade Union and Prevention of Unfair Labour Practices Act 1971 – Unfair labour practices on the part of Employers and Employees	Group Method/Participative Method			2020	A					Personnel Management, C B Mamoria
4	30	authorities and punishments under the act, Minimum Wages Act 1948 – Definition of wages, fixation and revision of minimum wages	Group Method/Participative Method			2020	A					Personnel Management, C B Mamoria







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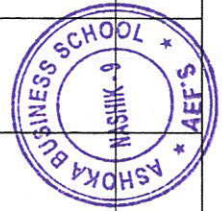
Ashtoka Business School

207 - CFM (Academic Year 2019-20) Sem IV

Unit No*	Session No.*	Sub Topic*	Teaching Methodology*	Actual Date of Completion dd/mm/yyyy	Target Month	Target Year	Section	Remarks	Research Papers Discussed	Activities Planned/A/V Inputs	Case Study/Programs Planned	Reference Book/Website	Others
1	1	What is Emotional Intelligence, Benefits of EI, Understand the difference between Trait EI and Ability EI,	PPT and Lecture			2020	A						
1	2	5 Dimensions of Trait EI Model - Self Awareness	Group Method with PPT & Lecture			2020	A					Emotional Intelligence, Daniel Goleman	
1	3	Managing Emotions (ME), Motivation (M), Empathy (E), Social Skills (SS) - Self awareness (SA) - Self Awareness, Seeing the other side,	Group Method with PPT & Lecture			2020	A					Emotional Intelligence, Daniel Goleman	
1	4	Giving in without giving up,	Group Method with PPT & Lecture			2020	A					Emotional Intelligence, Daniel Goleman	
1	5	Life Positions – you and only you can choose your mindset, Managing Emotions (ME) - Self-Regulation, Managing Emotions, The 'EQ brain' and how it works, The science of emotions, Understanding Emotions, Find your self-control,	Group Method with PPT & Lecture			2020	A					Emotional Intelligence, Daniel Goleman	
1	6	Using Coping Thoughts, Using Relaxation Techniques, Self-Motivation (M) – Optimism, Pessimism, The balance between optimism and pessimism, The power of re-framing, Empathy	Group Method with PPT & Lecture			2020	A					Emotional Intelligence, Daniel Goleman	
2	7	The 7 habits of highly effective people: Paradigms and principles, Inside-out, The seven habits - an overview -	Group Method with PPT & Lecture			2020	A			Video		The 7 habits of highly effective people	
2	8	Private victory Habit 1. Be proactive: principles of personal vision, Habit 2. Begin with the end in mind: principles of personal leadership,	Group Method with PPT & Lecture			2020	A					The 7 habits of highly effective people	
2	9	Habit 3. Put first things first: principles of personal management, Public victory. Paradigms of	Group Method with PPT & Lecture			2020	A					The 7 habits of highly effective people	



2		interdependence. Habit 4. Think win/win: principles of interpersonal leadership, Habit 5: Seek first to understand,	Group Method with PPT & Lecture																	The 7 habits of highly effective people
2		principles of empathetic communication, Habit 6. Synergize: principles of creative cooperation,	Group Method with PPT & Lecture																	The 7 habits of highly effective people
2		Habit 7. Sharpen the sword: principles of balanced self-renewal	Group Method/Participative Method																	The 7 habits of highly effective people
3	13	Five dysfunctions of a team: Absence of trust—unwilling to be vulnerable within the group. Fear of conflict—	Group Method/Participative Method																	The Five Dysfunctions of a Team: A Leadership Fable, Patrick M. Lencioni
3	14	seeking artificial harmony over constructive passionate debate, Lack of commitment—feigning buy-in for group	Group Method/Participative Method																	The Five Dysfunctions of a Team: A Leadership Fable, Patrick M. Lencioni
3	15	Decisions creates ambiguity throughout the organization, Avoidance of accountability—ducking the responsibility to call	Group Method/Participative Method																	The Five Dysfunctions of a Team: A Leadership Fable, Patrick M. Lencioni
3	16	peers on counterproductive behavior which sets low standards	Group Method/Participative Method																	The Five Dysfunctions of a Team: A Leadership Fable, Patrick M. Lencioni
3	17	attention to results—focusing on personal success,	Group Method/Participative Method																	The Five Dysfunctions of a Team: A Leadership Fable, Patrick M. Lencioni
4	18	The 21 irrefutable laws of leadership: The law of the lid, The law of influence, The law of process, The law	Group Method/Participative Method																	The 21 Irrefutable Law of Leadership- John C. Maxwell





4	19	The law of addition, The law of solid ground, The law of respect, The law of intuition, The law of	Group Method/Participative Method			2020	A					The 21 Irrefutable Law of Leadership- John C. Maxwell
4	20	The law of connection, The law of the inner circle, The law of empowerment, The law of the picture,	Group Method/Participative Method			2020	A					The 21 Irrefutable Law of Leadership- John C. Maxwell
4	21	Conflict with Nation States. Domestic and Global forces - for and against Globalization	Group Method/Participative Method			2020	A					The 21 Irrefutable Law of Leadership- John C. Maxwell
4	22	The law of buy-in, The law of victory, The law of the big mo, The law of priorities, The law of sacrifice, The law of	Group Method/Participative Method			2020	A					The 21 Irrefutable Law of Leadership- John C. Maxwell
5	23	timing, The law of explosive growth, The law of legacy.	Group Method/Participative Method			2020	A					Good to Great, Jim Collins
5	24	<b>Good to Great: Level 5 Leadership</b> - Leaders who are humble, but driven to do what's best for the company,	Group Method/Participative Method			2020	A					Good to Great, Jim Collins
5	25	First Who,	Group Method/Participative Method			2020	A					Good to Great, Jim Collins
5	26	Then What: Get the right people on the bus, then figure out where to go. Find the right people and try them	Group Method/Participative Method			2020	A					Good to Great, Jim Collins
5	27	out in different seats on the bus (different positions in the company). Confront the Brutal Facts: The Stockdale paradox,	Group Method/Participative Method			2020	A					Good to Great, Jim Collins
5	28	Hedgehog Concept: Three overlapping circles: What lights your fire ("passion")? What could you be best in the world at	Group Method/Participative Method			2020	A					Good to Great, Jim Collins
5	29	("best at")? What makes you money ("driving resource")? Culture of Discipline: Rinsing the cottage cheese	Group Method/Participative Method			2020	A					Good to Great, Jim Collins
5	30	Test	Group Method/Participative Method			2020	A					



Subject InCharge

*Handwritten Signature*  
**COORDINATOR**  
 Internal Quality Assurance Cell  
 Ashoka Business School, Nashik

**Ashoka Education Foundation's**  
**Ashoka Business School**  
**Near Suman Petrol Pump, Mumbai-Agra Highway, Ranenagar**  
**Academic Year A3S 2019-2020**

**Semester** : SEM - 2  
**Subject Code** : 222 HR  
**Subject Name** : Conflict & Negotiation Mgt  
**Faculty Name** : Dr. Vikas Gaundare

**No of Lectures as per University** : 0  
**No. of Lectures** : 0  
**Course** : MBA01

Unit No.	Session No.	Sub Topic	Teaching Methodology	Additional Input Planned					Remark
				Research Papers Discussed	Activities Planned/AV Inputs	Case Study/Programs Planned	Reference Book/Website	Others	
1	1	Introduction to the subject	Demonstration, Simulation & Practical	NA	NA	NA			
	2	Nature of negotiation, Dimensions of Negotiation	Group Method, Simulation & Practical	NA	NA	NA	Conflict Management, Barbara Corvette, Pearson Education		
	3	Structure of Negotiations and machinery	Group Method, PPT & Lecture	NA	NA	NA	Conflict Management, Barbara Corvette, Pearson Education		
	4	Norms and values in Negotiations, Strategies in Negotiations	Group Method, PPT & Lecture	NA	Role Play on Negoation Process	Case study	Conflict Management, Barbara Corvette, Pearson Education		
	5	Planning and execution in negotiations, 4stage model	Group Method, PPT & Lecture	NA	NA	NA	Conflict Resolution Techniques by Subbulakshmi, ICFAI University press		
2	6	Perceptions in Negotiation Process, Preparing for Negotiations	Group Method, PPT & Lecture	NA	NA	NA	Conflict Resolution Techniques by Subbulakshmi, ICFAI University press		
	7	Role of Communication in negotiation	Group Method, PPT & Lecture	NA	NA	NA	Conflict Resolution Techniques by Subbulakshmi, ICFAI University press		



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**Subject Code** : 222 HR  
**Subject Name** : Conflict & Negotiation Mgt  
**Faculty Name** : Dr. Vikas Gaundare

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**Course** : MBA01

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				Research Papers Discussed	Activities Planned/A/V Inputs	Case Study/Programs Planned	Reference Book/Website	Others	
2	8	Identifying BATNA & ZOPA	Group Method, PPT & Lecture	NA	NA	NA	Conflict Resolution Techniques by Subbulakshmi, ICFAI University press		
3	9	Negotiation Styles-Leigh Thompsons style,	Group Method, PPT & Lecture	NA	Open Book Test	NA	Conflict Resolution Techniques by Subbulakshmi, ICFAI University press		
	10	Transactional Analysis for negotiation	Group Method, PPT & Lecture	NA	NA	Role Play/Group Discussion on Conflict	Conflict Management, Barbara Corvette, Pearson Education		
	11	Win-Win Negotiation	Group Method, PPT & Lecture	NA	NA	NA	Conflict Management, Barbara Corvette, Pearson Education		
	12	Importance of establishing trust and building a Relationship in negotiation	Group Method, PPT & Lecture	NA	NA	Case on Negotiation	Conflict Management, Barbara Corvette, Pearson Education		
	13	Conflict and conflict management concepts	Group Method, PPT & Lecture	NA	NA	NA	Conflict Management, Barbara Corvette, Pearson Education		
	14	Importance and sources of conflict	Group Method, PPT & Lecture	NA	NA	NA	Conflict Management, Barbara Corvette, Pearson Education		





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				Research Papers Discussed	Activities Planned/AV Inputs	Case Study/Programs Planned	Reference Book/Website	Others	
3	15	Models of Conflict	Group Method, PPT & Lecture	NA	GD	NA	Conflict Management, Barbara Corvette, Pearson Education		
	16	Relationship Between Conflicts and Team Performance	Group Method, PPT & Lecture	NA	NA	NA	Conflict Management, Barbara Corvette, Pearson Education		
	17	Advantages and Disadvantages of Conflict	Group Method, PPT & Lecture	NA	NA	NA	Conflict Management, Barbara Corvette, Pearson Education		
	18	Managing Conflicts- Individual Abilities and differences	Group Method, PPT & Lecture	NA	NA	NA	Conflict Management, Barbara Corvette, Pearson Education		
	19	Interpersonal Conflicts and Group Conflicts	Group Method, PPT & Lecture	NA	NA	NA	Conflict Management, Barbara Corvette, Pearson Education		
	20	Mechanism to resolve conflict and Dealing with Peers and Subordinates	Group Method, PPT & Lecture	NA	NA	NA	Conflict Management, Barbara Corvette, Pearson Education		
	21	Techniques for conflict management	Group Method, PPT & Lecture	NA	NA	NA	Conflict Management, Barbara Corvette, Pearson Education		



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				Research Papers Discussed	Activities Planned/A/V Inputs	Case Study/Programs Planned	Reference Book/Website	Others	
3	22	Understanding third party conflict resolution	Group Method, PPT & Lecture	NA	NA	NA	Conflict Management, Barbara Corvette, Pearson Education		
	23	Conflict in teams and its management	Group Method, Case Study Approach	NA	NA	NA	Conflict Management, Barbara Corvette, Pearson Education		
	24	Case 1 Presentation	Group Method, Case Study Approach	NA	Activity	NA	Conflict Management, Barbara Corvette, Pearson Education		
4	25	Case2 Discussion & Presentation	Group Method, Case Study Approach	NA	NA	NA	Operations Management - Terry Hill		

Signature of the Faculty

Coordinator

Principal

Administration

Director

Hon'ble Chairman.



*(Signature)*  
 Ashoka Business School, Nashik  
 Internal Quality Assurance Cell  
**COORDINATOR**

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Ashoka Business School

Micro Plan: 2019-20

205 FIN Financial Markets, Banking operations

Unit No*	Session No.*	Sub Topic*	Teaching Methodology*	Actual Date of Completion (dd/mm/yyyy)	Remarks	Research Papers Discussed	Activities Planned/A/V Inputs	Case Study/ Programs Planned	Reference Book/ Website	Others
UNIT 1	1	Basic Concepts of Indian Financial System & Structure and Components	PPT	Jan			PPT and Class Discussion		Indian Financial Services, M Y Khan	
1	2	Indian financial system in India & its role in economic development	PPT, Research paper and Class Discussion	Jan			PPT and Class Discussion		Indian Financial Services, M Y Khan	
1	3	Introduction to financial institutions – Banking	PPT and Class Discussion	Jan			PPT and Class Discussion		Indian Financial Services, M Y Khan	
1	4	Non Banking Institutions, Role and Functions of Banks and their Contribution to Indian Economy	PPT and Class Discussion	Jan			PPT and Class Discussion		<a href="https://www.sebi.gov.in/">https://www.sebi.gov.in/</a>	
1	5	Introduction to Financial Markets, Functions and Classification.	PPT and Class Discussion	Jan			PPT and Class Discussion		Capital Markets & Financial Services, Anil Agashe	
1	6	Money Market, Capital markets, Bond markets, Commodity markets	PPT and Class Discussion	Jan			PPT and Class Discussion		Capital Markets & Financial Services, Anil Agashe	
1	7	Derivatives markets, Futures markets,	PPT and Class Discussion	Jan			PPT and Class Discussion		<a href="https://www.sebi.gov.in/">https://www.sebi.gov.in/</a>	





1	8	Foreign exchange markets, Crypto currency market	PPT and Class Discussion	Jan			PPT and Class Discussion		<a href="https://www.sebi.gov.in/">https://www.sebi.gov.in/</a>	
Unit 2	9	Money Market: Intro	PPT and Class Discussion	Jan			PPT and Class Discussion		Capital Markets & Financial Services, Anil Agashe	
2	10	Participants in Indian Money Market	Group PPT, Class Discussion & Notes	Jan			PPT and Class Discussion		<a href="https://www.sebi.gov.in/">https://www.sebi.gov.in/</a>	
2	11	Money Market Instruments	PPT	FEB			PPT and Class Discussion		<a href="https://www.rbi.org.in/">https://www.rbi.org.in/</a>	
2	12	Structure of Money Market	Group PPT and Class Discussion	FEB			PPT and Class Discussion		Financial services, M. Y. Khan	
2	13	Role of central bank in money market	Group PPT and Class Discussion	FEB			PPT and Class Discussion		Financial services, M. Y. Khan	
2	14	Players in the Indian Money Market	Group PPT and Class Discussion	FEB			PPT and Class Discussion		Financial services, M. Y. Khan	
2	15	The reforms in Indian Money Market	Group PPT and Class Discussion	FEB			PPT and Class Discussion		Financial services, M. Y. Khan	
UNIT 3	16	Capital Market: Intro	PPT and Class Discussion	FEB			PPT and Class Discussion		Financial services, M. Y. Khan	
3	17	Components & Functions of Capital Markets	PPT, Research paper and Class Discussion	FEB			PPT and Class Discussion		Financial Services In India, Avadhani, V.A	



3	18	Primary & Secondary Market Operations	Group PPT and Class Discussion	FEB			PPT and Class Discussion		Financial Services In India, Avadhani, V.A
3	19	Capital Market Instruments - Preference Shares, Equity Shares, Non-voting Shares	Group PPT and Class Discussion	FEB			PPT and Class Discussion		Financial Services In India, Avadhani, V.A
3	20	Convertible Cumulative Debentures (CCD), Fixed Deposits	Group PPT and Class Discussion	March			PPT and Class Discussion		Financial Services In India, Avadhani, V.A
3	21	Debentures and Bonds	Group PPT and Class Discussion	March			PPT and Class Discussion		Financial Services In India, Avadhani, V.A
3	22	Global Depository receipts & American Depository receipts	PPT and Class Discussion	March			PPT and Class Discussion		Financial Services In India, Avadhani, V.A
3	23	Global Debt Instruments, Role of SEBI in Capital Market.	Group PPT and Class Discussion	March			PPT and Class Discussion		Financial Services In India, Avadhani, V.A
3	24	Revision	Group PPT and Class Discussion	March			PPT and Class Discussion		
Unit 4	25	Banks and NBFC: Background & Intro	PPT & Case study	March			PPT and Class Discussion	IL & FS Case Study	
4	26	Types of Banks & NBFCs	Group PPT and Class Discussion	March			PPT and Class Discussion		<a href="https://www RBI.org.in/">https://www RBI.org.in/</a>
4	27	Central Bank, Nationalized & Co Operative Banks	Group PPT and Class Discussion	March			PPT and Class Discussion		
4	28	Regional Rural Banks & Scheduled Banks	Group PPT and Class Discussion	March			PPT and Class Discussion		
4	29	Private Banks & Foreign Banks	Group PPT and Class Discussion	March			PPT and Class Discussion		



4	30	Mudra Bank, Small Finance Bank	Group PPT and Class Discussion	March			PPT and Class Discussion		
4	31	Specialized Banks, NBFCs	Group PPT and Class Discussion	APRIL			PPT and Class Discussion		
4	32	Revision	Case study	APRIL			PPT and Class Discussion	Case Study	
Unit 5	33	Types of Banking: Wholesale and Retail Banking	Group PPT and Class Discussion	APRIL			PPT and Class Discussion		
5	34	Types of Banking: Investment Banking, Corporate Banking,	Group PPT and Class Discussion	APRIL			Video		
5	35	Private Banking, Development Banking	Group PPT and Class Discussion	APRIL			PPT and Class Discussion		
5	36	Concepts in Banking and Accounting of transactions: Intro	Group PPT and Class Discussion	APRIL			PPT and Class Discussion		
5	37	RTGS, ATM, MICR, OCR, OMR, and DATANET	Group PPT and Class Discussion	APRIL			PPT and Class Discussion		
5	38	Petty Cash, Electronic Clearing	Group PPT and Class Discussion	APRIL			PPT and Class Discussion		
5	39	National Electronic Funds Transfer (NEFT) System & Real Time Gross Settlement (RTGS) System	Group PPT and Class Discussion	APRIL			PPT and Class Discussion		
5	40	IMPS & Revision	Group PPT and Class Discussion				PPT and Class Discussion		

Subject Incharge

*S. S. S.*  
**COORDINATOR**  
Internal Quality Assurance Cell  
Ashoka Business School, Nashik

