Department of Commerce with International Business (PG)



M. Com. IB



Vision

Create a new generation of global players with sense of creativity, dignity and patriotism to meet the ever-changing challenges to sustain the purity and cultural heritage of our great nation.

Mission

- To develop the students into confident individual's through role play in academics and extracurricular activities
- To ensure knowledge transfer by imparting high standards in curriculum through committed and dedicated faculty team
- To impart knowledge based output through academia industry enhancement
- To transform students into disciplined citizens by infusing ethical and cultural values

Program Educational Objectives:

To institute learners the specialized knowledge of Logistics, Supply Chain Management,
Export Import and International Finance
To instill students with the practicalities and dimensions of international business
To provide knowledge on accounting and customs with their empirical background
To create interest in documentation, human resource and foreign exchange through fictional
works
To check and reveal the facts through theoretical knowledge and industrial visit

Program Outcomes: (LOCF – UGC)

PO 1	To Demonstrate the students, the extensive and coherent knowledge of commerce and its applications in real international business world
PO 2	The student will get a first-hand understanding on various concepts and theories that will provide a strong academic foundation
PO 3	Students will be demonstrated with educational skills in areas of International Business, Marketing, Accounting, HR, Logistics, Economics, Statistics & other branches of Commerce
PO 4	It enables the students to acquire various soft skills (communication, organizing, and analytical) required to manage complete international business situation and life situations.
PO 5	It fulfills students learning requirements by providing an insight of research in Commerce and interdisciplinary areas while seeking research pursuits
PO 6	It provides students extreme and rigorous base for teaching, research, and allied business administrations.
PO 7	It helps students in building a concrete footing for advanced studies in Commerce
PO 8	It enables a student to prepare for further study, employment, and good citizenship.

Program Specific Outcomes:

PSO 1	To develop the innovative skills of the students through practical proficiencies by visiting the industries, To show out the documentation, human resource and foreign exchange through imaginary workings
PSO 2	To throw light on the knowledge of Logistics and Finance, Outcome of Accounting and customs with their experiential backdrop

N.G.M College - Curriculum Development Cell Scheme of Examination For PG (2021 – 2023) Choice Based Credit System & OBES

Commerce with International Business - M. Com IB

Sem.	Subject Code	Title of the Paper	Hr We		Hrs / Sem	Exam Hrs.		imum arks	Total Marks	Credits
			L	P	T		CIA	CE		
	21PIB101	Management & Marketing - International Perspective	6	-	-	3	50	50	100	5
	21PIB102	Accounting for Decision Making	6	-	-	3	50	50	100	3
	21PIB103	Cyber Security and Business Communication	6	-	-	3	50	50	100	5
I	21PIB104	Innovation and Entrepreneurship	6	-	5	-	50	50	100	3
	21PIB1E1/ 21PIB1E2	Major Elective – I: International Business Relations Major Elective – II:	6	-	-	3	50	50	100	4
		Social Media Marketing								
		Total	30	-	5	-	250	250	500	20

	Subject Code	Title of the Paper	Hrs / Week		Hrs / Sem.	Exam	Maximum Marks		Total	Credits
Sem			L	P	Т	Hrs.	CIA	CE	Marks	
	21PIB205	International Logistics Management	6	-	-	3	50	50	100	5
	21PIB206	Foreign Trade Procedures & Documentation	6	-	-	3	50	50	100	5
II	21PIB207	Shipping and Air Cargo Management	5	-	-	3	50	50	100	4
	21PIB208	Map Reading & Documentation Filing	5	-	5	-	50	50	100	4
	21PIB2E3/ 21PIB2E4	Major Elective – II: International Supply Chain Management Major Elective – II: World Economic Resources	6	_	-	3	50	50	100	5
	21PIB2N1 / 21PIB2N2	Non Major Elective – I: Introduction to International Business Non Major Elective - II: Fundamentals of Global Business	2	-	-	2	50	50	100	2
	Total		30	-	5	-	300	300	600	25

Sem.	Subject Code		Hr: We		Hrs / Sem.	_		Maximum Marks		Credits
			L	P	Т	1119	CIA	CE	Marks	
	21PIB309	Research Methodology	6	-	-	3	50	50	100	4
	21PIB310	Global Financial Management	6	-	-	3	50	50	100	4
	21PIB311	Export Import Finance	5	-	-	3	50	50	100	4
	21PIB312	Foreign Exchange Management	6	-	5	3	50	50	100	5
III	21PIB3E5/ 21PIB3E6	Major Elective – III: International Economics Major Elective – III: Trends in E- Commerce	5	-	-	3	50	50	100	5
	21PIB3IN1	Internship / Institutional Training (EXIM, Manufacturing Concerns)	2	-	1	-	50	50	100	2
		Total	30	-	5	-	300	300	600	24
	21PIB413	Global Risk Management and Insurance	6	-	-	3	50	50	100	4
	21PIB414	Customs Law and Practices	6	-	-	3	50	50	100	4
IV	21PIB4E7/ 21PIB4E8	Major Elective – IV: International Human Resource Management Major Elective – IV: International Strategic Management	6	-	-	3	50	50	100	5
	21PIB4MP1	Major Research Project	12	-	8	-	100	100	200	8
	1	Total	30	-	8	-	250	250	500	21
		Grand Total							2200	90

	CC	O – SCHOLA	ASTIC (COURSE	S		
SEMESTER	COURSE	Hours/Week	Total Hours	Internal Mark	External Mark	Total	Credits
	ADVAN	NCED LEARN	NER COU	JRSE (Opti	ional)	1	
II	Introduction to Financial Report Analysis	-	-	50	50	100	Grade
		ONLINE	E COURS	SES		1	
Any Semester	Swayam,MOOC Course etc.,	-	-	-	-	-	2
		VALUE AD	DED CO	URSE			
III	Business Etiquette Skill Sets	2	30	25	25	50	2
	ONLINE	E CERTIFICA	TE COU	TRSES (Op	tional)	ı	_1
IV	EXIM Trade or Documentation Procedures	2	40	50	50	100	2

The Scholastic courses are only counted for the final grading and ranking. However, for the award of the degree, the completion of one online course (It shall be completed within the entire duration) and Value Added Course are mandatory. All other co-scholastic courses are optional only.

Student must undergo for their Internship / Institutional Training (EXIM, Manufacturing Concerns) for a period of 30 days in the Fourth Semester Vacation and the assessment for the same will be done at the end of the Semester.

Question Paper Pattern

(Based on Bloom's Taxonomy)

K1-Remember; K2- Understanding; K3- Apply; K4-Analyze; K5- Evaluate

1. Theory Examinations: 70 Marks (Part I, II, & III)

(i) Test- I & II, ESE:

Knowledge Level	Section	Marks	Description	Total
K1 & K2 (Q 1 -10)	A (Q 1 – 5 MCQ) (Q 6–10 Define/Short Answer)	10 x 1 = 10	MCQ Define	70
K3 (Q 11-15)	B (Either or pattern)	5 x 4 = 20	Short Answers	(Reduced to 50 for
K4 & K5 (Q 16 – 21)	C (Q -16 is Compulsory and Q 17 – 21 answer any 3)	4 x 10 = 40	Descriptive/ Detailed	ESE)

2. Theory Examinations: 50 Marks (Part IV)

Knowledge Level	Section	Marks	Description	Total
K1 & K2 (Q 1 -10)	A (Q 1 – 5 MCQ) (Q 6–10 Define / Short Answer)	10 x 1 = 10	MCQ Define	50
K3, K4 & K5 (Q 11-18)	B (Answer 5 out of 8)	5 x 8 = 40	Short Answers	(Reduced to 25 for ESE)

3. Practical Examinations: 100/50 Marks

Knowledge Level	Criterion	External/Internal Marks	Total
K3		50/50	100
K4	Record work & Practical		
K5	1 ractical	25/25	50

^{*} In Theory ESE, Students will write Examination Maximum Marks as 70 and it will be reduced to 50 for Total Mark calculation.

Components of Continuous Assessment

THEORY

Maximum Marks: 100; CIA Mark: 50

Components	Calculation	CIA Total	
Test 1	(70 / 4.67) = 15		
Test 2 / Model	(70 / 4.67) = 15		
Assignment / Digital Assignment	10	15+15+10+05+05	50
Seminar / Socratic Seminar	05		
Group Task : GD, Role Play, APS	05		

Maximum Marks: 50; CIA Mark: 25

Components	Calculation	CIA Total		
Test / Model	10			
Assignment / Digital Assignment	5	10.5.5.5	25	
Seminar / Socratic Seminar	5	10+5+5+5	25	
Group Task : GD, Role Play, APS	5			

PRACTICAL

Maximum Marks: 50; CIA Mark: 25

Components		Calculation	CIA Total
Test / Model	15		
Observation Note	5	15+5+5	25
Record	5		

Maximum Marks: 100; CIA Mark: 50

Components		Calculation	CIA Total
Test / Model	30		
Observation Note	5	30+5+15	50
Record	15		

Maximum Marks: 200; CIA Mark: 100

Components		Calculation	CIA Total
Test / Model	60		
Observation Note	10	60+10+30	100
Record	30		

PROJECT

Maximum Marks: 100; CIA Mark: 50

Components		Calculation	CIA Total	
Review I	10			
Review II	10	10 10 10 20		
Review III	10	10+10+10+20	50	
Report Submission	20			

Maximum Marks: 200; CIA Mark: 100

Components		Calculation	CIA Total
Review I	20		100
Review II	20	20+20+20+40	
Review III	20		
Report Submission	40		

STUDENT SEMINAR EVALUATION RUBRIC

Grading Scale:

A	В	C	D
5	4	2 - 3	0 - 1

CRITERIA	A - Excellent	B - Good	C - Average	D - Inadequate
Organization of presentation	Information presented as interesting story in logical, easy to follow sequence	Information presented in logical sequence; easy to follow	Most of information presented in sequence	Hard to follow; sequence of information jumpy
Knowledge of subject & References	Demonstrated full knowledge; answered all questions with elaboration & Material sufficient for clear understanding AND exceptionally presented	At ease; answered all questions but failed to elaborate & Material sufficient for clear understanding AND effectively presented	At ease with information; answered most questions & Material sufficient for clear understanding but not clearly presented	Does not have grasp of information; answered only rudimentary Questions & Material not clearly related to topic OR background dominated seminar
Presentation Skills using ICT Tools	Uses graphics that explain and reinforce text and presentation	Uses graphics that explain text and presentation	Uses graphics that relate to text and presentation	Uses graphics that rarely support text and presentation
Eye Contact	Refers to slides to make points; engaged with audience	Refers to slides to make points; eye contact majority of time	Refers to slides to make points; occasional eye contact	Reads most slides; no or just occasional eye contact
Elocution – (Ability to speak English language)	Correct, precise pronunciation of all terms Voice is clear and steady; audience can hear well at all times	Incorrectly pronounces few terms Voice is clear with few fluctuations; audience can hear well most of the time	Incorrectly pronounces some terms Voice fluctuates from low to clear; difficult to hear at times	Mumbles and/or Incorrectly pronounces some terms Voice is low; difficult to hear

WRITTEN ASSIGNMENT RUBRIC

Grading Scale:

A	В	С	D	F
09 - 10	07- 08	05 - 06	03 - 04	01 - 02

CRITERION	A - Excellent	B - Good	C - Average	D - Below Average	F - Inadequate
Content & Focus	Hits on almost all content exceptionally clear	Hits on most key points and writing is interesting	Hits in basic content and writing is understandable	Hits on a portion of content and/or digressions and errors	Completely off track or did not submit
Sentence Structure & Style	* Word choice is rich and varies * Writing style is consistently strong * Students own formal language	* Word choice is clear and reasonably precise * Writing language is appropriate to topic * Words convey intended message	* Word choice is basic * Most writing language is appropriate to topic * Informal language	* Word choice is vague * Writing language is not appropriate to topic * Message is unclear	* Not adequate
Sources	Sources are cited and are used critically	Sources are cited and some are used critically	Some sources are missing	Sources are not cited	Sources are not at all cited
Neatness	Typed; Clean; Neatly bound in a report cover; illustrations provided	Legible writing, well- formed characters; Clean and neatly bound in a report cover	Legible writing, some ill-formed letters, print too small or too large; papers stapled together	Illegible writing; loose pages	Same as below standard
Timeliness	Report on time	Report one class period late	Report two class periods late	Report more than one week late	Report more than 10 days late

<u>Continuous Internal Assessment for Project/ Internship</u> <u>Commerce (International Business)</u>

The Final year Commerce, Management & Social Work students should undergo a project work during (V/VI) semester

- o The period of study is for 4 weeks.
- Project / Internship work has to be done in an industrial organization (or) work on any industrial problem outside the organization is allowed.
- o Students are divided into groups and each group is guided by a Mentor.
- The group should not exceed four students, also interested student can undergo individually.
- A problem is chosen, objectives are framed, and data is collected, analyzed and documented in the form of a report / Project.
- Viva Voce is conducted at the end of this semester, by an External Examiner and concerned Mentor (Internal Examiner).
- o Project work constitutes 100 marks, out of which 50 is Internal and 50 is External Marks.

Mark Split UP

Internal	External	Total
50	50	100

Internal Components	Marks	External Components	Marks
Review - I	10	Originality of Idea	05
Review - II	10	Relevance to Current Trend	05
Review - III	10	Candidate Involvement	05
Rough Draft Submission	20	Thesis Style / Language	05
Total	50	Presentation of Report	10
		Viva-Voce	20
		Total	50

Programme Code:	M.Com. IB – International Business		Programme Title:	Master of C Internationa	ommerce with l Business	
Course Code:	21PIB1	.01		Title	Batch:	2021 - 2023
				N f	Semester:	I
Lecture Hrs./Week or Practical Hrs./Week	6	Tutorial Hrs./Sem.		Management & Marketing - International	Credits:	5
				perspective		

This course aims at making the student understand the concept and techniques of International management and marketing.

To train them to develop and implement plans and marketing strategies for entering into international markets and managing overseas operations.

Course Outcomes

On the successful completion of the course, students will be able to

CO Number	CO Statement	Knowledge Level
CO1	To know about the basics of business management	K1
CO2	To understand the objectives and importance of business administration	K2
CO3	To deploy the management styles and practices followed in different nations	К3
CO4	To analyze the basics of international marketing, its challenges and scope.	K4
CO5	To assess an understanding of international marketing environment, its components and their impact on international marketing operations of a firm.	K5

Mapping

PO/PSO CO	PO1	PO2	PO3	PO4	PO5	PO6	PO7	•	PSO1	PSO2
CO1	Н	Н	M	Н	Н	M	Н		Н	Н
CO2	Н	M	Н	L	M	L	M		M	Н
CO3	Н	M	M	Н	Н	M	Н		Н	M
CO4	M	L	Н	Н	Н	M	M		M	Н
CO5	Н	M	Н	M	M	M	L		Н	M

H-High; M-Medium; L-Low

Management & Marketing - International Perspective 21PIB101					
Units	Content	Hrs			
	Introduction – Management - Science of management - art of management - Levels of				
	management - Distinction between administration and management. Organizing-				
Unit I	Importance of organizing - organizing process- Departmentation- Delegation of				
	authority- Centralization vs decentralization - Span of management - Concepts -	22			
	Elements of Direction- motivation-meaning and importance-theories of motivation.				
	Management & Leadership – Trends - Challenges – opportunities- Comparative				
	management - Management styles and practices in Japan, China, India, Europe, UAE				
Unit II	and U.S - Organizational structure of national and International corporations -				
	Leadership - concept - theories of leadership- qualities of leaders-managerial grid -	20			
	Factors affecting leadership abroad – Cornerstones of leadership theories.				
	Global Marketing - Marketing Mix-International Marketing - Stages of				
Unit III	Internationalization - <u>Global Marketing</u> - Evolution of Global Marketing - Barriers to	15			
	Global Marketing – fundamentals for international marketing.	10			
	Global Product Pricing, Branding & Distribution - Global product – Global pricing -				
	Drivers to Global Pricing – Managing price Escalations – <u>Transfer Pricing</u> –				
	International Branding – International Retailing - Channels of Distribution & Sales				
Unit IV	Promotion - Distribution Structure & Pattern - Middleman - Factors affecting choice of	22			
	Channels - Location, Selection & Motivation of Channel Members - Negotiation with				
	Members- Sales Promotion Measures.				
Unit V	Case studies from above context	11			
Total Cor	ntact Hrs	90			

^{*} Concepts Underlined and Italicised are self study

Pedagogy

Power Point Presentation, Group Task.

Assessment Methods

Seminar, Power Point Presentation, Assignments, Group Task.

Books for Study

S.NO	AUTHOR	TITLE OF THE BOOK	PUBLISHERS \ EDITION	YEAR OF PUBLICATION
1	Keegan, Warran J. & Mark, C. Green	Global Marketing.	Pearson	2016
2	Pradip Kumar Sinha, Sanchari Sinha	International Business Management	Excel Books	2009
3	Gautam Dutta	Global Marketing	Pearson Education India	2016

S.NO	AUTHOR	TITLE OF THE BOOK	PUBLISHERS \ EDITION	YEAR OF PUBLICATION
1	Kamal Fatehi, Jeongho Choi	International Business Management	Springer International Publishing	2018
2	Cateora, Phillip, R., Grahm, John L. & Prashant, Salwan	International Marketing	Tata McGraw Hill	2016
3	Bholanath Dutta	International Business Management (Text and Cases)	Excel Books	2010

Course Designed by	Reviewed by	Verified by	Checked by	Approved by
Dr. N. Bhuvaneshkumar	Dr. B. Rohini	Dr. G. Vignesh	Mr. K. Srinivasan	Dr. R. ManickaChezian
Course Teacher	Module Coordinator	Head of the Department	CDC Coordinator	Controller of Examinations

Programme Code:	M.Com. IB – International			Programme Master of Commerce v		ommerce with
1 Togramme Coue.	Business			Title:	International Business	
Course Code:	21PIB102			Title	Batch:	2021 - 2023
					Semester:	I
Lecture Hrs./Week or	6	Tutorial Hrs./Sem.		Accounting for Decision	Credits:	3
or Practical Hrs./Week	6	Tutorial Hrs./Sem.		Making	Credits:	3

To train the students with accounting tools & techniques for needed for business decision-making.

To equip students to maintain financial records and statements.

Course Outcomes

On the successful completion of the course, students will be able to

CO Number	CO Statement	Knowledge Level
CO1	To recollect the concepts of financial accounting	K1
CO2	To get an idea in preparing cost sheet	K2
CO3	To lay a base for budgeting and budgetary control	К3
CO4	To execute break even analysis	K4
CO5	To evaluate the financial status of concern	K5

Mapping

PO /PSO	PO1	PO2	PO3	PO4	PO5	PO6	PO7	-	PSO1	PSO2
CO1	M	Н	M	Н	Н	Н	L		Н	Н
CO2	Н	L	Н	Н	Н	M	M		Н	M
CO3	M	M	M	Н	L	M	M		L	M
CO4	M	M	Н	L	M	Н	L		Н	Н
CO5	M	M	Н	M	M	M	M		Н	M

High; M-Medium; L-Low

Accounting for Decision Making - 21PIB102						
Units	Content	Hrs				
Unit I	Financial Accounting - Accounting Definition - Objectives - Concepts - Conventions - Classification - Financial accounting - Capital and Revenue items - <u>Basic Records</u> - need of financial accounting-advantages and disadvantages of financial accounting.	15				
Unit II	Cost Accounting - Element of Cost – Cost sheet: Meaning – Uses – advantages and disadvantages of cost accounting -Preparation of Cost sheet and <i>Quotations</i> .	20				
Unit III	Budgeting - Budgeting and budgetary control: Meaning – Objectives – Classification of budget – Preparation of Production, Cash, <u>Fixed</u> and flexible budget.	20				
Unit IV	Management Accounting - Marginal costing; Meaning - Advantages and Disadvantages - Cost Volume Profits analysis and Break even analysis - Application of Marginal Costing Techniques. <i>Standard costing</i> - Material and Labour Variance.	20				
Unit V	Financial Analysis - Fund flow and Cash flow analysis: Meaning - Objects - <u>Difference - Preparation of fund flow and cash flow Statements.</u> (Theory Only)	15				
Total Cont	act Hrs	90				

^{*} Concepts Underlined and Italicised are self study * 60 % Problems and 40% Theory

Pedagogy

Seminar, Chalk and talk.

Assessment Methods:

Seminar, Assignments, Test

Books for Study

S.NO	AUTHOR	TITLE OF THE BOOK	PUBLISHERS \ EDITION	YEAR OF PUBLICATION
1	S. P. Jain & K.L.Narang	Advanced accountancy	Kalyani Publishers, Eighteenth Edition	2015
2	S. P. Jain & K.L.Narang	Cost Accounting	Kalyani Publishers, Fourteenth Edition	2016
3	Dr.S.N.Maheswari	Cost & Management Accounting	J.B.A.Publishers, Fourteenth Edition	2013

S.NO	AUTHOR	TITLE OF THE BOOK	PUBLISHERS \ EDITION	YEAR OF PUBLICATION
1	Mamta Shah	Management Accounting for Decision Making	Ane Books	2009
2	Jain and Narang	Advanced Cost Accounting	Kalyani Publication	2013
3	T.S.Reddy, Y.Hari Prasad Reddy	Cost Accounting	Margham	2015

Course Designed by	Reviewed by	Verified by	Checked by	Approved by
Dr. B.Rohini	Dr. B. Rohini	Dr. G. Vignesh	Mr. K. Srinivasan	Dr. R. ManickaChezian
Course Teacher	Module Coordinator	Head of the Department	CDC Coordinator	Controller of Examinations

Programme Code:	M.Cor Busine	m, IB – International	Programme Title:	Master of Commerce with International Business		
Course Code:	01 DID	102		Title	Batch:	2021 – 2023
	21PIB	103			Semester:	I
				Cyber Security		
Lecture Hrs./Week				& Business		
or	6	Tutorial Hrs./Sem.		Communication	Credits:	5
Practical Hrs./Week						

To equip the students with language skills required for conducting international business. To make aware the various dynamics in corporate cultures and business etiquette.

Course Outcomes

CO Number	CO Statement	Knowledge Level
CO1	To remember concepts of cyber security	K1
CO2	To understand the importance of communication in business	K2
CO3	To execute business letter and export import correspondence	К3
CO4	To analyse the need of body language and business etiquette in firms	K4
CO5	To evaluate the functions of communication	K5

Mapping

PO /PSO	PO1	PO2	PO3	PO4	PO5	PO6	PO7	-	PSO1	PSO2
CO1	Н	M	M	Н	L	Н	M		L	L
CO2	M	M	M	M	M	L	M		Н	Н
CO3	Н	L	L	Н	Н	Н	L		Н	L
CO4	Н	M	M	Н	Н	Н	M		M	M
CO5	L	Н	Н	L	L	M	Н		Н	Н

High; M-Medium; L-Low

Cyber Security & Business Communication - 21PIB103 Units Content Hrs Overview of cyber security: confidentiality, integrity and availability – Threads: Malicious software (Viruses, Trojans, root kits, worms, bot nets), Memory exploits (buffer overflow, 18 Unit I heap overflow, integer overflow, format string)-Cryptography Authentication, Password system-windows security **Network security**: Network intrusion detection and prevention systems, firewalls-Software security: Vulnerability auditing, penetration testing, sandboxing, control flow integrity – **Unit II** Web security: User authentication – Legal And Ethical Issues: Cyber crime, intellectual 18 property rights, copy rights, patent, trade secret, hacking and intrusion, privacy, identity theft. Introduction - Communication - Meaning and Significance - Role of Communication -Types of Communication Media – Media of Communication -Barriers To communication – **Unit III** 18 Principles of Effective Communication **Business letters** – Meaning – Importance - Principles of effective business letter-Inquiries and replies- Orders and their execution-Letter of application for employment-Sales letter-**Unit IV** 18 Collection letter-Letter related to export and import trade—E-mail communication **Interview & Business Etiquette** - Interview – Importance of the interview method - Types of Interview - Interview Process - Interview Models. Group Discussion - Etiquette in the Unit V 18 work place-The Board room and the dining room- Correspondence- Letters and Notes-Stationary- Invitation and addressing- *Table manners* 90 **Total Contact Hrs**

Pedagogy

Direct Instruction, Digital Presentation, Flipped Classes

Assessment Methods

Test, Seminar, Quiz, Assignments, Group Task, GD, Roll Play, APS

^{*} Concepts Underlined and Italicised are self study

Text Book

S.NO	AUTHOR	TITLE OF THE BOOK	PUBLISHERS \ EDITION	YEAR OF PUBLICATION
1	R.C.Sharma & Krishna Mohan	Business Correspondence & Report Writing	Tata Mcgrawhill Publication	2017

Reference Books

S.NO	AUTHOR	TITLE OF THE BOOK	PUBLISHERS \ EDITION	YEAR OF PUBLICATION
1	Jacqueline A.Rankin	Body Language	Master Mind Books Publication	2016
2	Peter Cardon	Business Communication	McGraw-Hill Education	2020
3	Courtland Bovee , John Thill	Business Communication	Pearson; 14th edition	2017

Course Designed by	Reviewed by	Verified by	Checked by	Approved by
Mr. B.Madhan Kumar	Dr. B. Rohini	Dr. G. Vignesh	Mr. K. Srinivasan	Dr. R. ManickaChezian
Course Teacher	Module Coordinator	Head of the Department	CDC Coordinator	Controller of Examinations

Programme Code:	M.Com. IB – International Business			Programme Title:	Master of Commerce with International Business		
Course Code:	21PIB104			Title	Batch:	2021 - 2023	
				Semester:	I		
Lecture Hrs./Week or Practical Hrs./Week	6	Tutorial Hrs./Sem.	5	Innovation and Entrepreneurship	Credits:	3	

To elevate the students as entrepreneurs that the industry enquires.

To know the new avenues of marketing.

Course Outcomes

On the successful completion of the course, students will be able to

CO Number	CO Statement						
CO1	To define the role of entrepreneurship	K1					
CO2	To outline the generation of new ideas for products	K2					
CO3	To evaluate the originality of the product launched	К3					
CO4	To portray & predict the merits and shortcomings in the product to be launched	K4					
CO5	To choose new ways for the effective entrepreneurship	K5					

Mapping

PO /PSO	PO1	PO2	PO3	PO4	PO5	PO6	PO7	-	PSO1	PSO2
CO1	M	M	M	M	M	M	Н		M	M
CO2	M	M	M	M	Н	M	M		Н	Н
CO3	M	M	M	Н	M	M	Н		M	M
CO4	Н	Н	M	L	M	M	L		Н	Н
CO5	M	Н	L	M	Н	L	M		M	Н

H-High; M-Medium; L-Low

Innovation and Entrepreneurship -21PIB104

Units	Content	Hrs
Unit I	Entrepreneur – Introduction & Definition – Characteristics of a Successful Entrepreneur – Successful Entrepreneurs of India – Intrapreneurial Traits – <u>Differences between</u> <u>Entrepreneur & Intrapreneur</u>	20
Unit II	Innovation in Business – Types of Innovation – Creating and Identifying Opportunities – Technological Innovation Process – <u>New Venture Creation</u> – Identifying new opportunities for new venture creation – Generation of New Ideas for products and services – Creating – Shaping – Recognizing – Seizing and Screening of Opportunities	20
Unit III	Business Plan - Preparation – Benefits – Elements – Developing a Business Plan – Guidelines for Preparing a Business Plan – Format and Presentation	20
Unit IV	Importance of Logo – slogan and caption words and letter head- importance of packaging – content on the package – price fixation – bar code tracer – sealing mechanisms – product life cycle - Its role in the present business scenario – positioning- Segmentation - product diffusion and new product development – Branding – Brand Image – Corporate social responsiveness – Validation of a product – New markets – Customers gaining and retention mechanisms.	25
Tutorial Hours	Launch Sessions – Joint Evaluation done by Internal Examiner along with an Examiner within our college (Commerce and Management Cluster) Model Launch - For each group	5
Total Cont	act Hrs	90

^{*} Concepts Underlined and Italicised are self study

Pedagogy

Direct Instruction, Digital Presentation, Flipped Classroom

Assessment Methods

Seminar, Power Point Presentation, Assignments, Group Task.

Assessment Methodology:

CIA: 20Marks - Observation – 5 M; Launch Sessions – 10M; Record –5M.

CE: 80Marks - Report – 20 M; Test Marketing – 20 M; Launch Sessions – 20M

Viva Voce –20M

Books for Study

S.NO	AUTHOR	TITLE OF THE BOOK	PUBLISHERS \ EDITION	YEAR OF PUBLICATION
1	William. M. Luther	The Marketing Plan: How to Prepare and Implement It	Amacom Publishers	2011
		Trepare and implement it	Fourth Edition	2011
2	Alexander Chernev	The Marketing Plan Handbook	Cerebellum Press	
2			Sixth Edition	2020
2	Steve Mariotti,	Entrepreneurship and Small	Amacom Publishers	
3	Caroline Glackin	Business Management	Fourth Edition	2020

S.NO	AUTHOR	TITLE OF THE BOOK	PUBLISHERS \ EDITION	YEAR OF PUBLICATION
	Sharon Rowe	The Magic of Tiny Business:	Berrett-Koehler Publishers	
1		You Don't Have to Go Big to Make a Great Living	First Edition	2018
	Peri Pakroo. J. D.	Women's Small Business Start-	Nolo Publisher	
2		Up Kit, The: A Step-by-Step Legal Guide	First Edition	2018
	Allan Cohen,	Entrepreneurs in Every	Berrett-Koehler Publishers	
3	Pramodita Sharma	Generation: How Successful Family Businesses Develop Their Next Leaders	First Edition	2016

Course Designed by	Reviewed by	Verified by	Checked by	Approved by
Dr.G.Vignesh	Dr. B. Rohini	Dr. G. Vignesh	Mr. K. Srinivasan	Dr. R. ManickaChezian
Course Teacher	Module Coordinator	Head of the Department	CDC Coordinator	Controller of Examinations

Programme Code:	M.Com. IB – International			Programme	Master of Commerce with International Business		
	Busine	ess		Title:	Internationa	l Business	
Course Code:	21PIB 1E1			Title	Batch:	2021 - 2023	
				International	Semester:	I	
Lecture Hrs./Week or Practical Hrs./Week	6	Tutorial Hrs./Sem.	-	Business Relations	Credits:	4	

To enable the students learn the structure of international business.

To equip the students with relevant inputs environmental factors.

Course Outcomes

On the successful completion of the course, students will be able to

CO Number	CO Statement	Knowledge Level
CO1	To recollect the terms in international environment	K1
CO2	To get the idea of Multinational Corporations and Globalization	K2
CO3	To deploy the importance of balance of power in national power	К3
CO4	To estimate the idea of neighboring countries and their regional integration	K4
CO5	To develop the cases about International Economic.	K5

Mapping

PO/PSO CO	PO1	PO2	PO3	PO4	PO5	PO6	PO7	-	PSO1	PSO2
CO1	Н	Н	M	M	M	Н	Н		M	L
CO2	Н	Н	M	Н	Н	Н	L		L	Н
CO3	M	Н	Н	M	M	Н	M		Н	M
CO4	Н	Н	L	L	Н	M	Н		M	M
CO5	L	Н	M	M	Н	Н	M		Н	Н

H-High; M-Medium; L-Low

International Business Relations -21PIB1E1 Units Content Hrs **International Environment -** Meaning – Nature – Concept – Micro & Macro environment - STEPIN factor - Globalization - Concepts - levels - Causes and Issues - MNC's -20 Unit I Reasons for growth of MNC's – Types – Problems and benefits – Control of MNC. **International Relations & National Power** – History and growth of international relations - elements - International Relations and Politics - Nature of Power - Meaning - Kinds of Unit II 21 Power – methods of exercising - Elements of National power – Balance of power – meaning and characteristics – Types of balance of Power – Devices and methods. **Diplomacy and Ideologies** – Diplomacy – Definition – main task of Diplomacy – Functions of Diplomat – Open, Secret and Economic Diplomacy – Promotion of National interest – **Unit III** 19 Imperialism, Colonialism and Nationalism. India & Its Neighbours – Regional Integration – EU, NAFTA, APEC, LAFTA, G8, G15, G77, SAARC, NATO – ASEAN – SAFTA – BRICS – Recent Trends – India and major **Unit IV** 19 Powers – India and its Neighbours – Collective Security and Peaceful Settlement. Case studies from above context Unit V 11 90 **Total Contact Hrs**

Pedagogy

Direct Instructions, Digital Presentations, Flipped Classrooms

Assessment Methods

Tests, Power Point Presentations, Assignments, Group Task

^{*} Concepts Underlined and Italicised are self study

Books for Study

S.NO	AUTHOR	TITLE OF THE BOOK	PUBLISHERS \ EDITION	YEAR OF PUBLICATION
1	Roger Bennet	International Business	Dorling Kindersley India Private Limited Publication	2018
2	Stephen McGlinchey	International Relations	E – International Relations	2016

S.NO	AUTHOR	TITLE OF THE BOOK	PUBLISHERS \ EDITION	YEAR OF PUBLICATION
1	Norman Dunbar, Palmer & Howardcecil Perkins	International Relations	Houghton Mifflin Publication (P) Ltd	2013
2	Mason A Carpenter	International Business	Saylor foundations	2011
3	Robert Grosse	International Business and Government Relations	Cambridge University Press	2009

Course Designed by	Reviewed by	Verified by	Checked by	Approved by
Mr. M.Prem	Dr. B. Rohini	Dr. G. Vignesh	Mr. K. Srinivasan	Dr. R. ManickaChezian
Course Teacher	Module Coordinator	Head of the Department	CDC Coordinator	Controller of Examinations

Programme Code:	M.Con	n. IB – International Bu	isiness	Programme Title:	Master of Commerce with International Business		
Course Code:	21PIB1	E2		Title	Batch:	2021 - 2023	
			C ' 134 1'	Semester:	I		
Lecture Hrs./Week or Practical Hrs./Week	6	Tutorial Hrs./Sem.	-	Social Media Marketing	Credits:	4	

To Educate the students, various social media platforms.

To Impart knowledge to the students on the avenues of business through social media platforms

Course Outcomes

On the successful completion of the course, students will be able to

CO Number	CO Statement	Knowledge Level
CO1	To recollect Social Media Platforms like Face book, , Twitter, Instagram, YouTube, LinkedIn, etc. for the organic promotion of any business or service	K1
CO2	To identify the niche areas where you can become an influencer and incorporate widely used tools for the social media activities	K2
CO3	To promote own / ancestral business organically using Social Media	К3
CO4	To start as a freelancer of Social Media Platforms	K4
CO5	To prioritize in achieving social media goals with a variety of powerful measurement tools, services, and metrics.	K5

Mapping

PO/PSO CO	PO1	PO2	PO3	PO4	PO5	PO6	PO7	- 1	PSO1	PSO2
CO1	Н	Н	Н	L	M	M	M		M	Н
CO2	Н	Н	Н	M	Н	Н	L		Н	Н
CO3	M	M	M	Н	M	M	M		M	M
CO4	Н	Н	Н	L	M	M	M		M	Н
CO5	Н	Н	Н	M	Н	Н	L		Н	Н

H-High; M-Medium; L-Low

Social Media Marketing -21PIB1E2

Units	Content	Hrs
Unit I	An overview of Social Media Marketing - What is Social Media and the broadening scope of Social Media - Twitter - Overview of Twitter - What a Good Profile Looks like - Setting up your Profile in less than five minutes - Advanced Profile Optimization - Composing A Tweet - Using Hashtags - What is a Tweet - Deleting, Pinning and Sharing Tweets - <u>Creating a list of Twitter Users</u> - Creating your first 100 Followers	18
Unit II	Face book: Setup an Account in Face book - The Face book Marketing Strategy - What Makes your Face book Page Awesome - Orientation to Face book Brand Pages - Face book business page setup - Types of Face book Business pages - Face book: Post Types and its Dimensions - All You Need to know the Best Time to Post on Face book - Face book Audience Insights & Analytics - Face book Competitor Analysis - Face book Groups - Face book Live - Successful Case Studies on Face book - A Successful Study on How to Make Money Through Face book	17
Unit III	Introduction to Instagram Marketing - Starter Session on What is Instagram - How to Use Instagram to get the Best Results - Creating an Instagram Account to Skyrocket Conversion - Types of Instagram Account (Personal Account vs Professional Account) - Instagram Stories - Instagram Booster Strategy 1: A Successful Case Study on Instagram - Instagram Booster Strategy 2: How to Make Money Through Instagram Marketing	19
Unit IV	YouTube Overview - Advantages in YouTube - Build and Optimize your YouTube Account - YouTube Interface - YouTube Settings - How to Upload a Video on YouTube - Things to know about YouTube Creator Studio - Channel Creation on YouTube - How to Increase your Subscriptions? - YouTube Reports & Analytics - YouTube Booster Session 1: How to identify the best and niche areas for starting your own channel? - YouTube Booster Session 2: Killer Success Topic about how to become an Influencer on YouTube - YouTube Booster Session 3: How to make Money Through YouTube	21
Unit V	LinkedIn Marketing - An Overview on LinkedIn - Benefits of LinkedIn Network- Create LinkedIn Profile - Optimize LinkedIn Profile - What kind of Profile Photo you should Use - What kind of Background Image you should Use - Create a Memorable Headline - Craft an Amazing Summary for your LinkedIn - Recommendations in LinkedIn - <u>Creating New Connections</u> - Posting Content in Profile - LinkedIn Groups - How to Create an Awesome Company Page - LinkedIn Page Postings	15
Total Conta	act Hrs	90

^{*} Concepts Underlined and Italicised are self study

Pedagogy

Direct Instructions, Digital Presentations, You Tube Videos Sharing

Assessment Methods

Power Point Presentations, Assignment, Experience Discussion

Books for Study

S.NO	AUTHOR	TITLE OF THE BOOK	PUBLISHERS \ EDITION	YEAR OF PUBLICATION
1	Rajendra Nargundkar & Romi Sainy	Digital Marketing: Cases from India	Notion Press, Inc Third Revised Edition	2019
2	Damian Ryan	Understanding Digital Marketing Marketing Strategies for Engaging the Digital Generation	Kogan Page Publisher First Edition	2017
3	Philip Kotler	Marketing 4.0: Moving from Traditional to Digital	Wiley Publishers Third Edition	2018

S.NO	AUTHOR	TITLE OF THE BOOK	PUBLISHERS \ EDITION	YEAR OF PUBLICATION
1	Seema Gupta	Digital Marketing	McGraw Hill Education, First Edition	2008
2	Punit Singh Bhatia	Fundamentals of Digital Marketing	Pearson Education, Second Edition	2015

Course Designed by	ourse Designed by Reviewed by		Checked by	Approved by	
Dr. G.Vignesh	Dr. B. Rohini	Dr. G. Vignesh	Mr. K. Srinivasan	Dr. R. ManickaChezian	
Course Teacher	Module Coordinator	Head of the Department	CDC Coordinator	Controller of Examinations	

Programme Code:	. IB – International Business		Programme Title:	Master of Commerce with International Business			
			Title				
Course Code:	21PIB205			Title	Batch:	2021 - 2023	
				Semester:	II		
Lecture Hrs./Week				International			
or	6	Tutorial Hrs./Sem.	-	Logistics	Credits:	5	
Practical Hrs./Week				Management			

The objective of this course is facilitating an understanding of international logistics operations in students and imparts knowledge for effective management of international logistics operations.

Course Outcomes

On the successful completion of the course, students will be able to

CO Number	CO Statement	Knowledge Level
CO1	To understand the basic framework of international logistics management.	K1
CO2	To relate the concepts learned in terms outsourcing ,3PL and 4PL	K2
CO3	To examine the role and importance of customer service in logistics.	К3
CO4	To analyze role of transportation system in International Trade	K4
CO5	To describe the importance warehousing and material Handling.	K5

Mapping

PO /PSO	PO1	PO2	PO3	PO4	PO5	PO6	PO7	-	PSO1	PSO2
CO1	Н	Н	M	Н	Н	M	Н		Н	Н
CO2	Н	M	Н	L	M	L	M		M	Н
CO3	Н	M	M	Н	Н	M	Н		Н	M
CO4	M	L	Н	Н	Н	M	M		M	Н
CO5	Н	M	Н	M	M	M	L		Н	M

H-High; M-Medium; L-Low

International Logistics Management - 21PIB205 Units Content Hrs Overview of International Logistics: International Business Logistics Management: Introduction, Concepts, Scope and Significance Components. Framework of Logistics & SCM, Domestic and International Logistics, Recent Trends and development. Outsourcing, 18 Unit I 3PLs, 4PLs, Reverse logistics, Green logistics, E sourcing and Global purchasing, Supply chain decisions-strategic/design, planning, and operational. Customer Service: Introduction, nature, concept, components, customer service costs, effective customer service strategy, logistics efficiency and responsiveness. Logistical **Unit II** information system, Information system issues within network. Role of various information 17 systems in logistics network. Inventory Management, Ware housing and Material Handling: Introduction, concept types, functions of inventory in logistics. Elements of Inventory costs, Just in time system, Quick response system, Warehousing Counts, Types, Functions, costs, Warehousing 18 Unit III strategy & design, Material Handling, Packages functions, costs, package design, Materials Containerization. Transportation and Logistic Network Design: Designing and operating a transportation network, trade-offs in designing transportation network, Transportation and inventory costs in the design of transportation networks. Problems while making transportation decisions. Unit IV Mode/service selection and freight consolidation. International issues in global logistics 18 network design, framework for facility location decisions - multi-plant, multi-warehouse network to supply a large and diverse customer base. Transportation and Shipping: International Transport: Domestic and international transportation, Different modes of Transport: Road, Rail, Water, Air, Multi-Modal 19 Transports etc, and their performance characteristics, World Seaborne Trade and World Unit V Shipping, World Shipping Terms, Overview of Indian Shipping Industry. International freighting practices - Liner Freighting Practices and Tramp Chartering Practices, Legal aspects of contract of carriage. 90 **Total Contact Hrs**

Pedagogy

Seminar, Power Point Presentation, Chalk and talk

Assessment Methods

Seminar, Case Studies, Power Point Presentations, Assignment, Experience Discussion

^{*} Concepts Underlined and Italicised are self study

Books for Study

S.NO	AUTHOR	TITLE OF THE BOOK	PUBLISHERS \ EDITION	YEAR OF PUBLICATION
1	S. K. Nandi, S. L. Ganapathi.	Logistics Management	Oxford University Press	2015
2	By Reza Farahani, Shabnam Rezapour	Logistics Operations and Management Concepts and Models	Elsevier Science	2011
3	İhsan Sabuncuoğlu, Bopaya Bidanda, Bahar Y. Kara	Global logistics Management.	Taylor & Francis	2014

S.NO	AUTHOR	TITLE OF THE BOOK	PUBLISHERS \ EDITION	YEAR OF PUBLICATION
1	Philippe Wieser	Essentials of Logistics and Management	EPFL Press	2012
2	Pienaar Wessel	Business Logistics Management	Oxford University Press Southern Africa	2017
3	Long, D.	International Logistics: Global Supply Chain Management.	Kluwer Academic Publisher	2013

Course Designed by	Reviewed by	Verified by	Checked by	Approved by
Dr. N. Bhuvaneshkumar	Dr. B. Rohini	Dr. G. Vignesh	Mr. K. Srinivasan	Dr. R. ManickaChezian
Course Teacher	Module Coordinator	Head of the Department	CDC Coordinator	Controller of Examinations

Programme Code:	I WILLOW IR = International Business I			Programme Title:	Master of C Internationa	ommerce with l Business
Course Code:	21PIB206			Title	Batch:	2021 - 2023
			F	Semester:	II	
Lecture Hrs./Week or Practical Hrs./Week	6	Tutorial Hrs./Sem.	-	Foreign Trade Procedures and Documentation	Credits:	5

The objective of this course is to give practical exposure to trade practices, procedures and documentation of international trade (Industry Perspective) to the students.

Course Outcomes

On the successful completion of the course, students will be able to

CO Number	CO Statement	Knowledge Level
CO1	To understand the legal framework governing international trade	K1
CO2	To apply the concepts learned in terms of delivery and international trade pricing to actual transactions	K2
CO3	To examine the role and importance of export-import documentation framework	К3
CO4	To analyze the nuances of import and export clearance procedures	K4
CO5	To describe the export incentives and promotional schemes	K5

Mapping

PO /PSO	PO1	PO2	PO3	PO4	PO5	PO6	PO7	-	PSO1	PSO2
CO1	Н	Н	M	Н	Н	M	Н		Н	Н
CO2	Н	M	Н	L	M	L	M		M	Н
CO3	Н	M	M	Н	Н	M	Н		Н	M
CO4	M	L	Н	Н	Н	M	M		M	Н
CO5	Н	M	Н	M	M	M	L		Н	M

H-High; M-Medium; L-Low

Foreign Trade Procedures and Documentation -21PIB206				
Units	Content	Hrs		
Unit I	Legal framework and Policy Overview: -Facilities and restrictions and getting started in			
	export viz IEC, <u>GST</u> , RCMC and Custom registration etc.; Giving practical exposure for			
	identifying the items with regard to importability and exportability of products, ITC (HS	17		
	Code).	1,		
Unit II	Terms of delivery:-INCOTERMS purpose and objective & salient features of each term.			
	Methods of payment: Features of payment terms, applicability & explanation viz. Advance			
	payment, open account, documentary collections, and documentary letters of credit.	18		
	Foreign Trade Policy - Development of Foreign Trade policy - Foreign Trade policy			
	2015-2020 - basics - General provision regarding Imports and Exports - Export Incentive	17		
Unit III	and Promotional Schemes- Duty drawback, EPCG, duty exemption and remission			
	schemes, star exporter's scheme, MEIS/SEIS etc.			
	Export-Import documentation framework:-Role and importance of documents;			
	Category of documents; Commercial & regulatory documents; Documents for claiming			
Unit IV	export incentives;Insurance;Documents required by foreign buyers& customs etc.;	18		
	Features of various document.			
	Import and Export clearance procedures: -Types of duties, legal Framework, EDI			
	<u>clearance</u> , understanding the role of shipping bill/Bill of export and custom procedure:	20		
Unit V	Import Management – Types of bills of entry, EDI procedure for import clearance, duties			
	& applications			
Total Co	ontact Hrs	90		

^{*} Concepts Underlined and Italicised are self study

Pedagogy

Seminar, Power Point Presentation, Chalk and talk

Assessment Methods

Seminar, Power Point Presentations, Assignment, Experience Discussion

Books for Study

S.NO	AUTHOR	TITLE OF THE BOOK	PUBLISHERS \ EDITION	YEAR OF PUBLICATION
1	Reddy, P. V., & Mamatha, P.	Export Made Easy.	Commercial law Publishers (India) Pvt. Ltd.	2015
2	Donna L. Bade	Export/Import Procedures and Documentation .	Amacom	2015
3	C.Rama Gopal	Export Import Procedures - Documentation And Logistics	New Age International (P) Limited	2006

S.NO	AUTHOR	TITLE OF THE BOOK	PUBLISHERS \ EDITION	YEAR OF PUBLICATION
1	M.I.Mahajan	A Guide on Export Policy, Procedure & Documentation.	Snow white publications pvt. Ltd	2017
2	Kenneth D.Weiss	Building an Import/ Export Business	John Wiley & Sons, Inc.	2016
3	Hinkelman, E. G.	International trade documentation.	World trade press.	2009

Course Designed by	Reviewed by	Verified by	Checked by	Approved by
Dr. N. Bhuvaneshkumar	Dr. B. Rohini	Dr. G. Vignesh	Mr. K. Srinivasan	Dr. R. ManickaChezian
Course Teacher	Module Coordinator	Head of the Department	CDC Coordinator	Controller of Examinations

Programme Code:					Master of C Internationa	ommerce with
	Dusine	ess		Title:		
Course Code:	21PIB207			Title	Batch:	2021 - 2023
				a	Semester:	II
Lecture Hrs./Week or Practical Hrs./Week	5	Tutorial Hrs./Sem.	-	Shipping and Air Cargo Management	Credits:	4

To equip the students with skills required for freight in air and sea cargo management

To make aware the dynamics of air and sea cargo management.

Course Outcomes

On the successful completion of the course, students will be able to

CO Number	CO Statement	Knowledge Level
CO1	To recollect the role of shipping and air industry in International business.	K1
CO2	To understand the shipping management with international maritime environment in which they operate and how they are managed.	K2
CO3	To execute the basic types of operations and advanced scientific air and shipment.	К3
CO4	To analyze the basic documentation used in the air and shipping industry.	K4
CO5	To assess the documents which is used in shipping industry.	K5

Mapping

PO /PSO	PO1	PO2	PO3	PO4	PO5	PO6	PO7	-	PSO1	PSO2
CO1	Н	M	Н	Н	Н	Н	M		Н	L
CO2	M	Н	L	Н	M	M	M		M	Н
CO3	L	M	M	Н	Н	Н	M		M	M
CO4	Н	L	M	M	M	Н	M		L	Н
CO5	M	M	M	Н	Н	Н	M		Н	M

Shipping and Air Cargo Management - 21PIB207

Units	Content	Hrs					
	Shipping industry and business - description of a ship. Uses of a ship or a floating vessel.						
	Classification of ship (route point) (cargo carried) - <u>superstructure</u> - tonnages & cubics -						
Unit I	drafts & load lines - flag registration - Different types of cargo. (Packaging, utility or value).	17					
	Trimming - Cleansing - Unitized cargo .						
	Stevedoring, Lighterage Services and Security - Port trusts -operational unit - services -						
	Seaports – Vessel Operations – pilotage - Stevedoring - Dock Labour Boards - charges –	16					
Unit II	Automated Container Handling - security at ports and harbours. Role of security agencies -						
	lighterage services.						
	Sales and Customer Service: Shipping Lines - Hub & Spoke - Process flow - Advices -						
Unit III	Booking - Containerization - Containers - Container numbering - Process flow - Shipping						
	<u>Sales</u> – Leads – Quotations – Customer Service.						
	Introduction to Air Cargo: Aviation and airline terminology - IATA areas - Country -						
	Currency- Airlines - Aircraft lay out - different types of aircraft - aircraft manufacturers -						
Unit IV	ULD - International Air Routes - Airports - codes - Consortium - Hub & Spoke - Process	15					
	Flow.						
	Air Freight Forwarding: Air freight Exports and Imports - Special Cargoes - Consolidation -						
Unit V	Documentation - <u>Air Way Bill (AWB)</u> - Communication - Handling COD shipments - POD	15					
	-Conditions of contract - Dangerous (DGR) or Hazardous goods .						
Total Cont	tact Hrs	75					

^{*} Concepts Underlined and Italicised are self study

Pedagogy

Direct Instructions, Digital Presentations, Flipped Classrooms

Assessment Methods

Tests, Power Point Presentations, Assignments, Group Task

S.NO	AUTHOR	TITLE OF THE BOOK	PUBLISHERS \ EDITION	YEAR OF PUBLICATION
1	Michael Robarts	Elements Of Shipping	Routledge	2014
2	Peter Brodie	Commercial Shipping Handbook	Informal law from Routledge.	2014
3	-	Review Of Maritime Transport	Unctad	2014

S.NO	AUTHOR	TITLE OF THE BOOK	PUBLISHERS \ EDITION	YEAR OF PUBLICATION
1	Mark Rowbotham	Introduction To Marine Cargo Management	Informal Law from Routledge.	2014
2	Prof. Maria G. Burns	Port Management And Operations	CRC Press; 1st edition	2014

Course Designed by	Reviewed by	Verified by	Checked by	Approved by
Mr. M.Prem	Dr. B. Rohini	Dr. G. Vignesh	Mr. K. Srinivasan	Dr. R. ManickaChezian
Course Teacher	Module Coordinator	Head of the Department	CDC Coordinator	Controller of Examinations

Programme Code:	M.Com. IB – International Business			Programme Title:	Master of Commerce w International Business		
Course Code:	21PIB2	208	Title	Batch:	2021 - 2023		
			M D 1' 1	Semester:	II		
Lecture Hrs./Week or Practical Hrs./Week	5	Tutorial Hrs./Sem.	5	Map Reading and Documentation Filing	Credits:	4	

To train the students with the practical exposure on trade procedures

To give the input on mapping knowledge through routing and tracing map.

Course Outcomes

On the successful completion of the course, students will be able to

CO Number	CO Statement	Knowledge Level
CO1	To remember the Capital, Currency and Language of Countries in Continents	K1
CO2	To apply the idea of Map Coloring and Capital Plotting	K2
CO3	To get the idea of practical documentation in overseas trade	К3
CO4	To categorize the countries profile through route tracing & their specific identification	K4
CO5	To evaluate the record on map reading and documentation	K5

Mapping

PO/PSO CO	PO1	PO2	PO3	PO4	PO5	PO6	PO7	-	PSO1	PSO2
CO1	Н	Н	M	L	M	Н	M		M	L
CO2	M	Н	L	M	Н	Н	L		L	M
CO3	M	M	M	Н	M	M	M		M	Н
CO4	Н	Н	M	L	M	Н	M		M	L
CO5	M	Н	L	M	Н	Н	L		L	M

Map Reading and Documentation Filing -21PIB208 Units Content Hrs Countries, Capital, Currency and Languages to be identified in different Continents Map Reading (a) Africa (b) Asia (c) Australia (d) Europe (e) North America (f) South America 17 with Currency Countries and Capital to be traced in the World Map for above continents. & Languages Appendix-2A **IECCODE** (i) RCMC - EPC / COMMODITY BOARDS /FIEO (ii) Appendix-3B (iii) Appendix-24A BANKGUARANTEE Appendix-10A EPCG-SCHEME (iv) **Documents** Appendix-8 **NEGATIVELIST** (v) to be (vi) Appendix-18A RESTRICTEDLIST 21 (vii) Appendix-30II / IV GSTP FORM / GSPFORM downloaded (viii) Format of **FUMIGATIONCERTIFICATE** and studied (ix) Format of **PHYTOSANITARYCERTIFICATE** Format of **BILL OFENTRY** (x) (xii) Format of **SHIPPINGBILL** (xii) Format of **PACKINGLIST** (xiii) Template of INVOICE Australia / New Zealand Sector ; Middle East / Popular Sector Wise Sea Routes **Route** 16 Red Sea Sector; Far East / China Sector; East Mediterranean Sector; Tracing West Mediterranean Sector; Europe Sector; U.S. West Coast Sector; U.S. North America Sector; South America Sector (Only the eight traditional routes) Canal Oriented Sea Routes(i) India to London (ii) Australia to South Africa (iii) India to France (iv) South Africa to USA A country will be given to each individual and it is to reciprocated in amidst of the **Country** students – Class Discussion Session 16 Analysis & **Expansions** INCOTERMS; Other Valid Abbreviations related to EXIM Terminologies - Objective Questions with EXIM Documentation Group Task I 5 **Tutorial** Individual Task I - Objective Questions with Maps and Sea Routes **Hours 75 Total Contact Hrs**

Pedagogy

Direct Instruction, Digital Presentation, Flipped Classroom

Assessment Methods

Seminar, Power Point Presentation, Assignments, Group Task.

Assessment Methodology:

CIA: 20Marks – Country Presentation – 5 M; Group Task with Record – 15M; CE: 80Marks - Report – 25 M; Country Presentation – 25M; Viva Voce –30M

Books for Study

S.NO	AUTHOR	TITLE OF THE BOOK	PUBLISHERS \ EDITION	YEAR OF PUBLICATION
1	Dona. L. Bade	Export/Import Procedures and Documentation	Amacom Publishers Fifth Edition	2015
2	Global Negotiator	INCOTERMS 2020: Obligations, Cost & Risks	International Chamber of Commerce, First Edition	2020
3	John Capela	Import / Export Kit	For Dummies,a Weily Brand Third Edition	2015

S.NO	AUTHOR	TITLE OF THE BOOK	PUBLISHERS \ EDITION	YEAR OF PUBLICATION
1	Thomas A Cook	Mastering Import and Export Management	Amacom Publishers Revised Edition	2004
2	Karl Nelson.	Import/Export: How to Take Your Business Across Borders	Nolo Publisher Fourth Edition	2019
3	Mahajan. M. I	A Guide on Export Policy, Procedure and Documentation	Snow White Publications Twenty Fifth Edition	2019

Course Designed by	Reviewed by	Verified by	Checked by	Approved by
Dr. G.Vignesh	Dr. B. Rohini	Dr. G. Vignesh	Mr. K. Srinivasan	Dr. R. ManickaChezian
Course Teacher	Module Coordinator	Head of the Department	CDC Coordinator	Controller of Examinations

Programme Code:	M.Con Busine	m, IB – International	Programme Title:	Master of Commerce with International Business		
Course Code:			Title	Batch:	2021 – 2023	
	21PIB	2E3		Semester:	II	
			International			
Lecture Hrs./Week			Supply Chain			
or	6	Tutorial Hrs./Sem.	Management	Credits:	5	
Practical Hrs./Week						

To link all the supply chain partners and to connect the global business To create awareness about supply chain management software

Course Outcomes

CO Number	CO Statement	Knowledge Level
CO1	To read and understand the advanced concepts of Supply chain Management and to identify various research problems in the area	K1
CO2	To match and design sustainable supply chain management strategies to solve the management problems in the said area.	K2
CO3	To compare the measurement tools for analyzing the driving forces for understanding customer demand and managing supply	К3
CO4	To familiarize the learners with concepts and techniques of supply chain score cards and to develop scale of economies	K4
CO5	To evaluate the supply chain management with new software	K5

Mapping

PO/PSO CO	PO1	PO2	PO3	PO4	PO5	PO6	PO7	PSO1	PSO2
CO1	Н	M	M	Н	L	Н	M	L	L
CO2	M	M	M	M	M	L	M	Н	Н
CO3	Н	L	L	Н	Н	Н	L	Н	L
CO4	Н	M	M	Н	Н	Н	M	M	M
CO5	L	Н	Н	L	L	M	Н	Н	Н

	International Supply Chain Management - 21PIB2E3	
Units	Content	Hrs
Unit I	Supply Chain – Introduction - SCM – importance – definitions – historical perspectives – SCM types – SCM network – SCM constitutes – SCM activities – supply chain organizations – implementation of supply chain management - <u>Green SCM</u> – Benefits and Improvements of green supply chain management.	18
Unit II	Inventory Orientation With SCM –Demand Forecasting – Effective forecasting process – forecasting techniques – Inventory – Types – ABC, MRP, DRP, JIT – Order processing – elements of order processing cost – material handling – purchasing and sourcing management.	18
Unit III	Importance of IT on SCM -IT ON SCM: BPR, ERP, EDI, internet, Ecommerce, SCM Software, E purchasing, E Sourcing, E Procurement, outsourcing in SCM, 7 Myths of SCM outsourcing- CRM AND SCM: Introduction – supply chain vs. demand chain vs. value chain – <u>CRM integrated with SCM</u>	20
Unit IV	Innovation & Excellence in SCM -Companywide innovation — logistics innovation — manufacturers innovation — product innovation — service innovation-Dimensions of supply chain excellence — types of SCM (emotional, physical, financial, political, legal, and cultural, technological, economic) check list to achieve excellence	19
Unit V	Case studies from above context	15
Total Cont	act Hrs	90

^{*} Concepts Underlined and Italicised are self study

Pedagogy

Direct Instruction, Digital Presentation, Flipped Classes

Assessment Methods

Test, Seminar, Quiz, Assignments, Group Task, GD, Roll Play, APS

21PIB2E3

Text Book

S.NO	AUTHOR	TITLE OF THE BOOK	PUBLISHERS \ EDITION	YEAR OF PUBLICATION
1	D.K.Agarwall	Logistics & Supply Chain Management	Macmillan Publishers India Ltd, Fourth Edition	2010

Reference Books

S.NO	AUTHOR	TITLE OF THE BOOK	PUBLISHERS \ EDITION	YEAR OF PUBLICATION
1	Sarika Kulkarni	Supply Chain Management	Ashok Sharma, First Edition, Tata Mcgraw- Hill	2004
2	Peter Meindl, Sunil Chopra, D.V.Kalra)	Supply Chain Management	Pearson 6 th Edition	2016
3	Sanders Nada R	Supply Chain Management	Wiley india Pvt. Ltd	2017

Course Designed by	Reviewed by	Verified by	Checked by	Approved by
Mr.B.Madhan Kumar	Dr. B. Rohini	Dr. G. Vignesh	Mr. K. Srinivasan	Dr. R. ManickaChezian
Course Teacher	Module Coordinator	Head of the Department	CDC Coordinator	Controller of Examinations

Programme Code:	M Con	n. IB – International Bu	icinacc	Programme	Master of Commerce with		
1 rogramme Coue.	WI.COII	i. id – international dt	18111088	Title:	International Business		
Course Code:	21PIB2	2E4		Title	Batch:	2021 - 2023	
			W 115	Semester:	II		
Lecture Hrs./Week or Practical Hrs./Week	6	Tutorial Hrs./Sem.	-	World Economic Resources	Credits:	5	

To instill the students with the topography and resources available in the world

To impart knowledge to the students on the multifaceted resources of our Country

Course Outcomes

On the successful completion of the course, students will be able to

CO Number	CO Statement	Knowledge Level
CO1	To recollect the understanding on geography of resources in the global context	K1
CO2	To get the idea for on the segments of world geography	K2
CO3	To apply skills on energy resources and manufacturing industries	К3
CO4	To evaluate the conceptual knowledge on the natural regions and various kinds of business transactions	K4
CO5	To design new ways for mapping the most prominent resources	K5

Mapping

PO /PSO	PO1	PO2	PO3	PO4	PO5	PO6	PO7	-	PSO1	PSO2
CO1	Н	M	Н	L	M	Н	M		Н	M
CO2	Н	L	Н	M	Н	Н	L		Н	Н
CO3	M	M	M	Н	M	M	M		M	M
CO4	Н	M	Н	L	M	Н	M		Н	M
CO5	Н	L	Н	M	Н	Н	L		Н	Н

World Economic Resources -21PIB2E4

Units	Content	Hrs
Unit I	Resources: Concept and importance in development- Dynamic character of world resources- Natural resources and Human resources- <u>usefulness of the study of the resources</u> - Interlink between resources and trade.	18
Unit II	Geographical Environment- Physical environment: landforms, coastline, rivers, climate, soils, and natural vegetation. Human environment- Growth and distribution of population-races- Economic and cultural organization of societies- entrepreneurial and managerial resources.	17
Unit III	Natural regions: Wet equatorial regions- Monsoon regions – Mediterranean regions - cool temperature region- Green lands- Polar regions. Agriculture and allied resources: Factors affecting agriculture- types of farming- food crops, industrial crops- cash crops- animal resources- fishery resources- <i>forest resources</i> - direct and indirect benefits of forests- types and distribution of world forests- world trade in agricultural and allied products.	19
Unit IV	Energy Resources: Types of energy- energy and economic development- coal, petroleum, natural gas, electric power and atomic energy- need for conventional energy - energy conservation and alternatives- MNC's in energy project in de3veloping countries. Mineral Resources: Importance of minerals- classification- world distribution and trade in important minerals- Iron ore, Manganese, Copper, Aluminum, Mica.	19
Unit V	Manufacturing Industries: Factors of location- Theories of industrial location distribution of cotton textile, iron and steel, automobile, ship building, aircraft, and electronics industries, software industry- <u>General idea of world trade in manufactured goods.</u>	17
Total Con	tact Hrs	90

^{*} Concepts Underlined and Italicised are self study

Pedagogy

Direct Instructions, Digital Presentations

Assessment Methods

Seminar, Case Studies, Power Point Presentations, Assignment, Experience Discussion

S.NO	AUTHOR	TITLE OF THE BOOK	PUBLISHERS \ EDITION	YEAR OF PUBLICATION
	Khanna K K &	Economic and commercial	Sultan & Chand Publications,	1973
	Gupta V K	geography	Third Revised Edition	
	Erich Walter	World Resources and	Joanna Cotler Books,	1972
2	Zimmermen	Industries	First Edition	
3	Manmohan	Economics of G20 – World	Whalley Publications,	2020
	Aggarwall	Scientific Reference	First Edition	-

S.NO	AUTHOR	TITLE OF THE BOOK	PUBLISHERS \ EDITION	YEAR OF PUBLICATION
1	Arunendhu Das Gupta	Economic and Commercial Geography: A Study of the World's Economic Resources and Their Utilisation and Trade	Mukherjee A,Pvt Ltd, First Edition	1968
2	Guneaa	Economic Geography- A Resource Approach	Pearson India Limited,, Eleventh Edition	2012

Course Designed by	Reviewed by	Verified by	Checked by	Approved by
Dr. G.Vignesh	Dr. B. Rohini	Dr. G. Vignesh	Mr. K. Srinivasan	Dr. R. ManickaChezian
Course Teacher	Module Coordinator	Head of the Department	CDC Coordinator	Controller of Examinations

Course Code:	ourse Code: 21PIB2N1		Title	Batch:	2021 - 2023	
			T . 1	Semester:	II	
Lecture Hrs./Week or	2	Tutorial Hrs./Sem.		Introduction to International	Credits:	2
Practical Hrs./Week				Business		

An understanding of international business is essential for students in today's interdependent global world. This course will provide students with the knowledge, skills, and abilities to understand role of International business.

On the successful completion of the course, students will be able to

CO Number	CO Statement	Knowledge Level
CO1	To understand the basics of international business.	K1
CO2	To Identify the role and impact of foreign exchange market in international business	K2
CO3	To analyze international business from a multi-centric perspective, avoiding ethnocentrism	К3
CO4	To know the importance of the world trade organization in International trade.	K4
CO5	To evaluate the basic documents needed for export and import from India.	K5

Mapping

PO/PSO CO	PO1	PO2	PO3	PO4	PO5	PO6	PO7	•	PSO1	PSO2
CO1	Н	Н	M	Н	Н	M	Н		Н	Н
CO2	Н	M	Н	L	M	L	M		M	Н
CO3	Н	M	M	Н	Н	M	Н		Н	M
CO4	M	L	Н	Н	Н	M	M		M	Н
CO5	Н	M	Н	M	Н	M	Н		Н	Н

Introduction to International Business - 21PIB1N1

Units	Content	Hrs
Unit I	Introduction to International business—Need - Theories of international trade - Difference between Domestic and international/Foreign Trade.	3
Unit II	Foreign Exchange: Factors influencing exchange rate fluctuations, Euro market and instruments (LIBOR, MIBOR, etc), Foreign market operations, participants, <u>spot</u> -future forward and option market.	5
Unit III	Balance of Payment : Contents, disequilibria in BOP, measures to bring back equilibrium in BOP, convertibility of currencies, Current account and Capital account convertibility, exchange control, reasons and methods.	5
Unit IV	WTO and Trade blocks - WTO Formulation, advantages and disadvantages of WTO membership to developing countries. Trade blocks: Reasons for trade block formation, different types of trade blocks - member countries and economies condition and trade commodities of LAFTA, SAFTA, NAFTA, ASEAN, CARICOM and EU.	10
Unit V	Procedure and Documents : Export and Import procedure, principal and auxiliary documents, bill of lading, consular invoice, commercial invoice, AR and GP forms, Mate receipt, Letter of credit - <u>Packing list</u> - Incentives to exports, Exim policy	7
Total Cont	act Hrs	30

^{*} Concepts Underlined and Italicised are self study

Pedagogy and Assessment Methods:

Seminar, Chalk and talk.

Assessment Methods:

Seminar, Assignments, Tests

S.NO	AUTHOR	TITLE OF THE BOOK	PUBLISHERS \ EDITION	YEAR OF PUBLICATION
1	Rakesh Mohan Joshi	International Business	Oxford University Press	2009
2	Sonia Gupta	International Business	McGraw-Hill Education	2012
3	Peter Buckley	International Business	Taylor & Francis	2017

S.NO	AUTHOR	TITLE OF THE BOOK	PUBLISHERS \ EDITION	YEAR OF PUBLICATION
1	Neelankavil, Rai, Anoop	Basics of International Business	Taylor & Francis Group	Neelankavil, Rai, Anoop
2	Aswathappa	International Business	McGraw-Hill Education (India) Pvt Limited	Aswathappa
3	Dr. V.C. Sinha	International Business.	SBPD Publishing House	Dr. V.C. Sinha

Course Designed by	Reviewed by	Verified by	Checked by	Approved by	
Dr. N. Bhuvaneshkumar	Dr. B. Rohini	Dr. G. Vignesh	Mr. K. Srinivasan	Dr. R. ManickaChezian	
Course Teacher	Module Coordinator	Head of the Department	CDC Coordinator	Controller of Examinations	

Programme Code:	M.Com. IB – International Business			Programme Title:	Master of Commerce with International Business	
Course Code:	21PIB2N2			Title	Batch:	2021 - 2023
				Fundamentals	Semester :	III
Lecture Hrs./Week or Practical Hrs./Week	2	Tutorial Hrs./Sem.		of Global Business	Credits:	2

To familiarize the students with the basic concepts of International Business

To make students to understand the various phases of International Business

Course Outcomes

On the successful completion of the course, students will be able to

CO Number	CO Statement	Knowledge Level
CO1	To remember the global level implications of environment	K1
CO2	To understand the concepts of import procedures and export marketing	K2
CO3	To deploy the practicalities of logistics and international marketing	К3
CO4	To evaluate the methods of entry in international business	K4
CO5	To compare the cases in international Business.	K5

Mapping

PO /PSO	PO1	PO2	PO3	PO4	PO5	PO6	PO7	-	PSO1	PSO2
CO1	Н	M	M	M	Н	M	Н		Н	Н
CO2	L	Н	M	L	Н	Н	L		M	L
CO3	M	L	M	Н	M	L	M		Н	L
CO4	M	M	M	M	Н	Н	Н		M	M
CO5	Н	Н	M	Н	M	Н	M		M	M

Fundamentals of Global Business - 21PIB2N2						
Units	Content	Hrs				
Unit I	International Environment - International Business- Meaning- Nature- Concept- Micro & Macro Environment- STEPIN: Social Environment- Technology Environment- Economical Environment- Political Environment- International Environment- Natural Environment	5				
Unit II	International Marketing - Marketing- Marketing Mix- International Marketing- Stages of Internationalization- Global Marketing- Evolution of Global Marketing- Benefits of Global Marketing- Barriers to Global Marketing.	7				
Unit III	Registration Procedures for Export - Export- Types of Export- Steps for Exporting- Organizing yours self for export- <u>Registering firm</u> - Basics documents needed for Export & Imports - IEC - RCMC - IMPORT LICENCE.	7				
Unit IV	International Logistics Management - Introduction- Logistics Mission- Importance of Logistics- Components of Logistics- Information- Demand Forecasting- Inventory Management- Warehousing- Transportation- Packaging	7				
Unit V	Case studies from above context	4				
Total Con	tact Hrs	30				

^{*} Concepts Underlined and Italicised are self study

Pedagogy

Direct Instructions, Digital Presentations, Flipped Classrooms

Assessment Methods:

Tests, Power Point Presentations, Assignments, Group Task, GD

S.NO	AUTHOR	TITLE OF THE BOOK	PUBLISHERS \ EDITION	YEAR OF PUBLICATION
1	Philip R. Cateora	International Marketing	Edition, Tata Mc Graw Hill Publication	2012
2	M.I.Mahajan	Guide On Export Policy, Procedure & Documentation	Snow white publications pvt. Ltd	2012
3	Roger Bennett	International Business	Third Edition, Dorling Kindersley India Pvt Ltd Publication	2008

S.NO	AUTHOR	TITLE OF THE BOOK	PUBLISHERS \ EDITION	YEAR OF PUBLICATION
1	Prof. Abel Adekola	Global Business Management	Routledge; 1st edition	2007
2	Boguslawa Drelich-Skulska	International Business in the Global World	Publishing House of Wroclaw University of Economics	2018

Course Designed by	Reviewed by	Verified by	Checked by	Approved by
Mr. M.Prem	Dr. B. Rohini	Dr. G. Vignesh	Mr. K. Srinivasan	Dr. R. ManickaChezian
Course Teacher	Module Coordinator	Head of the Department	CDC Coordinator	Controller of Examinations

Programme Code:	M.Com. IB – International Business			Programme Title:	Master of Commerce with International Business		
Course Code:	21PIB309			Title	Batch:	2021 - 2023	
			Research Methodology Credits:		III		
Lecture Hrs./Week or Practical Hrs./Week	6				4		

To acquaint the students with the tools and techniques of international research

To scrutinize the research problem by applying various analysis

Course Outcomes

On the successful completion of the course, students will be able to

CO Number	CO Statement	Knowledge Level
CO1	To remember the types of research	K1
CO2	To get the idea about data collection and sampling	K2
CO3	To execute the statistical inference for the collected data through interpretation	К3
CO4	To evaluate interpretation and report writing mechanism	K4
CO5	To decide new ways for doing effective research	K5

Mapping

PO /PSO	PO1	PO2	PO3	PO4	PO5	PO6	PO7	-	PSO1	PSO2
CO1	M	Н	M	L	M	M	L		M	Н
CO2	L	Н	L	M	Н	L	M		L	Н
CO3	M	M	M	Н	M	M	Н		M	M
CO4	M	Н	M	L	M	M	L		M	Н
CO5	L	Н	L	M	Н	L	M		L	Н

Research Methodology - 21PIB309

Units	Content	Hrs
Unit I	Research & Problem - Research – meaning – purpose - types – research problem – <u>identification of the research problem</u> – limitations – selection and formulation - research design – scope , importance – formulating solution with research design.	18
Unit II	Data & Sampling -Data – types of data– Primary – Secondary – Miscellaneous types – Sampling– Meaning and Importance - types of sampling – <u>sampling errors</u> – Nonsampling Errors.	17
Unit III	Tools and Analysis -Questionnaire preparation – Calculation using Tally Bars-editing—coding—tabulation—processing data with diagrams & charts – Percentage Conversions – Chi-Square Test – ANNOVA- Trend analysis.	18
Unit IV	Interpretation and Report writing - Interpretation – Meaning, techniques and precaution measures - <u>report writing</u> – significance of reports - types of report – steps in writing the research report – precaution presentations - bibliography – annexure and conclusions	20
Unit V	Any Online course supporting Research or Research Problem Drafting – Research Design Writing – Questionnaire Preparation – Pilot Study – Case Discussion	17
Total Cont	act Hrs	90

^{*} Concepts Underlined and Italicised are self study

Pedagogy

Direct Instructions, Digital Presentations

Assessment Methods

Seminar, Case Studies, Power Point Presentations, Assignment, Experience Discussion

S.NO	AUTHOR	TITLE OF THE BOOK	PUBLISHERS \ EDITION	YEAR OF PUBLICATION
1	C.R. Kothari	Research Methodology	New Age International P Ltd Revised Edition	2018
2	S. P. Gupta	Statistical Methods	Sultan Chand and Sons Sixth Edition	2019
3	C.R. Kothari and Ravilochanan	Research Methodology	Pearson Publications Fourth Edition	2018

S.NO	AUTHOR	TITLE OF THE BOOK	PUBLISHERS \ EDITION	YEAR OF PUBLICATION
	Geoffrey Marczyk,	Essentials of Research Design	Wiley Publishers	
1	David DeMatteo	and Methodology	Founding Edition	2005
	Louis Cohen,	Research Methods in	Routledge Publisher	
2	Lawrence Manion,	Education	Eighth Edition	2018
	Keith Morrision			
	Michael Quinn	Qualitative Research and	Sage Publications	
3	Patton.	Evaluative Methods	Third Edition	2012

Course Designed by	Reviewed by	Verified by	Checked by	Approved by
Dr. G.Vignesh	Dr. B. Rohini	Dr. G. Vignesh	Mr. K. Srinivasan	Dr. R. ManickaChezian
Course Teacher	Module Coordinator	Head of the Department	CDC Coordinator	Controller of Examinations

Programme Code:	M.Com. IB – International			Programme	ommerce with		
1 Togramme Coue.	Business			Title:	International Business		
Course Code:	21PIB310		Title	Batch:	2021 - 2023		
			C1 1 1	Semester:	III		
Lecture Hrs./Week or	6	Tutorial Hrs./Sem.		Global Financial	Credits:	4	
Practical Hrs./Week				Management			

To get familiarize in the areas of foreign exchange management

To enrich various foreign exchange operations in international business

Course Outcomes

On the successful completion of the course, students will be able to

CO Number	CO Statement	Knowledge Level
CO1	To keep in mind the role of International financial management in Indian economy	K1
CO2	To get the idea of multinational financial management and international banking	K2
CO3	To implement the different kinds of multinational banking accounts	К3
CO4	To evaluate the role of financial institutions and services of multinational banks	K4
CO5	To measure the major financial institutions and their services	K5

Mapping

PO/PSO CO	PO1	PO2	PO3	PO4	PO5	PO6	PO7	•	PSO1	PSO2
CO1	M	M	Н	M	Н	Н	L		Н	Н
CO2	Н	M	M	Н	L	M	M		Н	M
CO3	Н	M	M	Н	M	M	M		L	M
CO4	M	M	Н	L	Н	Н	L		Н	Н
CO5	M	M	Н	M	M	M	M		Н	M

Global Financial Management - 21PIB310 Units **Content** Hrs **International Financial Management - Meaning - Function - needs - goals - trends** emerging changes - multinational corporation and role of financial managers - Indian economy and international finance – Bretton Woods System – *International Monetary* 20 Unit I System- European monetary system. International Offshore Finance - International money market - Euro currency market-International debt crisis - Derivatives. International bond market - Bond issue drill-Unit II 18 benchmark drill – foreign bonds – types of investment- credit rating – euro bond market structure Multinational Financial Management - International equity market - Market capitalization – market structure – trading in international equities – Factors affecting Unit III international equity returns - FDI - Multinational capital structure- Cost of capital -22 Multinational capital budgeting – multinational cash management – international tax environment - ADR - GDR - Difference of ADR and GDR **International Banking & Financial Institutions** - International banking services —reasons - types - facilities and world largest bank- BASEL I, II & III standards - Bank Facilities **Unit IV** 16 for NRI – NRE – NRO – FCNR Accounts. IDA – BIS - multinational development bank – major financial institutions. 14 Unit V Case studies from above context

Pedagogy

Total Contact Hrs

Seminar, Power Point Presentation, Chalk and talk,.

Assessment Methods

Assignments, Group Task

90

^{*} Concepts Underlined and Italicised are self study

S.NO	AUTHOR	TITLE OF THE BOOK	PUBLISHERS \ EDITION	YEAR OF PUBLICATION
	P.K Jain &	International Financial	MacMillan and Anmal	
1	V.K.Bhalla	Management	publication (P)ltd	2010
	Alan.G.Shaepiro	Multinational Financial	John Wiley Andsons, Ninth	
2		Management	Edition	2010
	R.L Valshney &	I.F.M An Indian	MacMillan and Anmal	2011
3	S.Bhashyam	Perspective	Publication (P)ltd	

S.NO	AUTHOR	TITLE OF THE BOOK	PUBLISHERS \ EDITION	YEAR OF PUBLICATION
	Eugene F.	Fundamentals of Financial	Brigham Houstan,	
1	Brigham, Joel F.	Management	14th Edition	2016
	Houston			
	Raymond Brooks	Financial Management: Core	Pearson,	
2		Concepts	3rd Edition	2015
_	Eugene F.	Financial Management:	Cengage Learning,	
3	Brigham ,Michael	Theory & Practice	15th Edition	2015
	C. Ehrhardt			

Course Designed by	Reviewed by	Verified by	Checked by	Approved by
Dr. B.Rohini	Dr. B. Rohini	Dr. G. Vignesh	Mr. K. Srinivasan	Dr. R. ManickaChezian
Course Teacher	Module Coordinator	Head of the Department	CDC Coordinator	Controller of Examinations

Programme Code:	M.Com, IB – International		Programme		ommerce with	
g	Busine	ess		Title:	Internationa	ll Business
Course Code:	01DID	21PIB311		Title	Batch:	2021 – 2023
	21PIB				Semester:	III
				Export Import		
Lecture Hrs./Week				Finance		
or	5	Tutorial Hrs./Sem.			Credits:	4
Practical Hrs./Week						

To focus on the theoretical foundations of international trade finance The students are made to learn the pattern, structure and policies

Course Outcomes

CO Number	CO Statement	Knowledge Level
CO1	To remember the role play of international trade finance	K1
CO2	To understand the financial sources available for EXIM trade	K2
CO3	To apply the services of EXIM Bank of India	К3
CO4	To analyse the sourcing of finance through EXIM Finance to international business	K4
CO5	To evaluate the EXIM finance benefited	K5

Mapping

PO /PSO	PO1	PO2	PO3	PO4	PO5	PO6	PO7	-	PSO1	PSO2
CO1	Н	M	M	Н	L	Н	M		L	L
CO2	M	M	M	M	M	L	M		Н	Н
CO3	Н	L	L	Н	Н	Н	L		Н	L
CO4	Н	M	M	Н	Н	Н	M		M	M
CO5	L	Н	Н	L	L	M	Н		Н	Н

Export Import Finance - 21PIB311

Units	Content	Hrs
Unit I	Role of Banks in Export Business - Introduction – financial services – handling the export documents – Documentary bills for collection – DP / DA - export bill under confirmed irrevocable- letter of credit- Non financial services – connections - client information-counseling services – <u>sourcing</u> – clearing facilities - guarantees-advising and confirming export letter of credit.	18
Unit II	Export Finance - Assessing the financial needs – bank finance- special features of export credit – modes of finance – Pre-shipment finance- meaning – procedures – methods – types – quantum of packing credit – Post-shipment finance- meaning methods- availability of finance-procedure for getting post – <i>shipment finance</i> – differences between pre-shipment and post-shipment finance	20
Unit III	EXIM Bank Finance & Forfeiting Finance - Organization – EXIM banks role - coordination role - financing services- export credits – finance for export oriented units – MSME finance-Agri finance- <u>export services</u> - promotional programmes-role of Exim bank in Forfeiting finance.	13
Unit IV	Import Finance & ECGC - Meaning – conditions - types of finance - bulk import finance - import finance against foreign lines of credit – ECIP - imports of inputs for export production. ECGC - meaning-types –approval –financial guarantees - special schemes-financial guarantee to banks by ECGC	15
Unit V	Case studies from above context	9
Total Cont	eact Hrs	75

^{*} Concepts Underlined and Italicised are self study

Pedagogy

Direct Instruction, Digital Presentation, Flipped Classes

Assessment Methods

Test, Seminar, Quiz, Assignments, Group Task, GD, Roll Play, APS

21PIB311

Text Book

S.NO	AUTHOR	TITLE OF THE BOOK	PUBLISHERS \ EDITION	YEAR OF PUBLICATION
1	M.I Mahajan	A Guide On Export Policy Procedure &Documentation	Snow White Publications Pvt. Ltd	2015

Reference Books

S.NO	AUTHOR	TITLE OF THE BOOK	PUBLISHERS \ EDITION	YEAR OF PUBLICATION
1	Nabhi`s Board of Editors	How To Export	Nabhi's Publication	2016
2	Nabhi`s Board of Editors	How To Import	Nabhi's Publication	2017
3	Mr Kishor Bhatt	Export Finance	JBS Academy Pvt Ltd	2017

Course Designed by	Reviewed by	Verified by	Checked by	Approved by
Mr. B.Madhan Kumar	Dr. B. Rohini	Dr. G. Vignesh	Mr. K. Srinivasan	Dr. R. ManickaChezian
Course Teacher	Module Coordinator	Head of the Department	CDC Coordinator	Controller of Examinations

Programme Code:	M.Con	n. IB – International Bu	ısiness	Programme	Master of Commerce with		
				Title:	Internationa	l Business	
Course Code:	21PIB3	312		Title	Batch:	2021 - 2023	
					Semester:	III	
Lecture Hrs./Week or Practical Hrs./Week	6	Tutorial Hrs./Sem.	5	Foreign Exchange Management	Credits:	5	

To get familiarize in the areas of foreign exchange management

To enrich various foreign exchange operations in international business

Course Outcomes

On the successful completion of the course, students will be able to

CO Number	CO Statement	Knowledge Level
CO1	To understand the basic framework of FERA and FEMA.	K1
CO2	To keep in mind the exchange rates and its types	K2
CO3	To get the idea of foreign exchange transactions.	К3
CO4	To evaluate the administration of foreign exchange with RBI Regulation	K4
CO5	To review the foreign exchange rates with the contract of interbank deals	K5

Mapping

PO /PSO	PO1	PO2	PO3	PO4	PO5	PO6	PO7	-	PSO1	PSO2
CO1	M	Н	M	L	M	M	L		M	Н
CO2	L	Н	L	M	Н	L	M		L	Н
CO3	M	M	M	Н	M	M	Н		M	M
CO4	M	Н	M	L	M	M	L		M	Н
CO5	L	Н	L	M	Н	L	M		L	Н

Foreign Exchange Management - 21PIB312

Units	Content	Hrs
Unit I	Introduction to FOREX - Foreign exchange and foreign trade - Exchange rate- <u>Types of exchange rate</u> - Administration of foreign exchange-RBI Regulations – FEDAI - FERA – FEMA - Role of banks in foreign exchange- Authorised Dealers - FOREX department-Foreign currency accounts-Foreign exchange market.	22
Unit II	Foreign exchange transaction -Purchase and sales transactions- <u>Exchange quotations</u> - Direct, Indirect and two way quotations- Spot and forward transaction-Features of forward exchange contract-Exchange control methods and regulations.	18
Unit III	Foreign Exchange Rates - Buying and selling rate- Types - Cross rates on buying and selling rate- Future contract and option contract- <i>Forward contract</i> - Forward exchange rate based on cross rates.	16
Unit IV	Interbank Deals - Interbank dealings- Cover deals-Trading- Swap deals- Arbitrage operations- Foreign exchange risk management- Transaction, Translation and Economic exposures.	18
Unit V	Case Studies from above context	11
	Tutorial Hrs	5
	Total Contact Hrs	90

^{*} Concepts Underlined and Italicised are self study

Pedagogy

Digital Presentations, Chalk and talk

Assessment Methods

Seminar, Case Studies, Power Point Presentations, Assignment

S.NO	AUTHOR	TITLE OF THE BOOK	PUBLISHERS \ EDITION	YEAR OF PUBLICATION
1	C Jeevanandam	Foreign Exchange & Risk Management	S Chand	Latest
2	Risk Management	Indian Institute of Banking and Finance	Macmillan Latest	Latest
3	Alan C. Shapiro, Peter Moles	International Financial Management	Wiley	2016

S.NO	AUTHOR	TITLE OF THE BOOK	PUBLISHERS \ EDITION	YEAR OF PUBLICATION
1	VyputakeshSharan	International Financial Management	PHI	2012
2	O P Agarwal	International Financial Management	Himalaya	2017
3	By Hubert C. Walter	Modern Foreign Exchange	Taylor & Francis	2017

Course Designed by	Reviewed by	Verified by	Checked by	Approved by
Dr. N. Bhuvaneshkumar	Dr. B. Rohini	Dr. G. Vignesh	Mr. K. Srinivasan	Dr. R. ManickaChezian
Course Teacher	Module Coordinator	Head of the Department	CDC Coordinator	Controller of Examinations

Programme Code:	M.Com. IB – International			Programme	Master of Commerce with		
r rogramme Coue.	Business			Title:	International Business		
Course Code:		21PIB3E5	Title	Batch:	2021 - 2023		
					Semester:	III	
Lecture Hrs./Week or	5	Tutorial Hrs./Sem.		International Economics	Credits:	5	
Practical Hrs./Week							

To focus economic outlook with which international business disseminates

To teach various theories to gain from trade

Course Outcomes

On the successful completion of the course, students will be able to

CO Number	CO Statement	Knowledge Level
CO1	To recollect information about international trade	K1
CO2	To get the idea of economic theories and commercial policies	K2
CO3	To apply adjustment mechanism of balance of payment and foreign exchange rate	К3
CO4	To review the international economic relations	K4
CO5	To assess the cases about International economics	K5

Mapping

PO /PSO	PO1	PO2	PO3	PO4	PO5	PO6	PO7	-	PSO1	PSO2
CO1	L	M	L	M	M	M	M		Н	L
CO2	M	Н	M	M	M	M	Н		M	M
CO3	Н	L	M	Н	L	Н	L		M	L
CO4	M	Н	Н	L	Н	Н	L		Н	Н
CO5	L	M	M	M	M	L	Н		L	M

	International Economics - 21PIB3E5	
Units	Content	Hrs
Unit I	International Trade Theories - International trade – absolute and <i>comparative cost theory</i> – Haberler theory of opportunity cost curves – H.O. Theory - volume of trade and demand pattern – Posner's imitation gap – gains from trade- the terms of trade.	17
Unit II	Commercial Policy of International Trade - Free trade versus protection — Tariffs- Effective rate of protection — <u>non — tariff barriers</u> — import quotas — Dumping — Exchange control- international cartels- state trading — customs union.	15
Unit III	Balance of Payments & Exchange Rate Policy - Balance of payment meaning and components – adjustment mechanisms of balance of payment – internal and external balance – foreign exchange rate policy – Optimum currency area – International capital movements – <i>The transfer problem</i>	18
Unit IV	International Economic Relations - IMF- WORLD BANK - World bank group — International liquidity — International debt problem — GATT — WTO — UNCTAD — ADB — SARRC — NIEO	15
Unit V	Case studies from above context	10
Total Cont	eact Hrs	75

^{*} Concepts Underlined and Italicised are self study

Pedagogy

Direct Instructions, Digital Presentations, Flipped Classrooms

Assessment Methods

Tests, Power Point Presentations, Assignments, Group Task

S.NO	AUTHOR	TITLE OF THE BOOK	PUBLISHERS \ EDITION	YEAR OF PUBLICATION
1	M.l. Jhingan	International Economics	Vrinda Publication	2018
2	Francis Cherunilam	International Economics	Tata Mcgraw - Hill	2012
3	H.G.Mannur	International Economics	Second Revised Edition, Ubs Publisher	2008

S.NO	AUTHOR	TITLE OF THE BOOK	PUBLISHERS \ EDITION	YEAR OF PUBLICATION
1	Steve Suranovic, George Washington	International Economics: Theory And Policy	Saylor Foundations	2012

Course Designed by	Reviewed by	Verified by	Checked by	Approved by
Mr. M.Prem	Dr. B. Rohini	Dr. G. Vignesh	Mr. K. Srinivasan	Dr. R. ManickaChezian
Course Teacher	Module Coordinator	Head of the Department	CDC Coordinator	Controller of Examinations

Programme Code:	M.Com. IB – International Business			Programme Title:	Master of Commerce will International Business		
Course Code:	21PIB3E6			Title	Batch:	2021 - 2023	
			T 1 :	Semester:	III		
Lecture Hrs./Week or Practical Hrs./Week	5	Tutorial Hrs./Sem.	-	Trends in E-Commerce	Credits:	5	

To educate the students, on concept of e-commerce and different e-transactions

To impart knowledge to the students on the issues of e-Business and internet marketing

Course Outcomes

On the successful completion of the course, students will be able to

CO Number	CO Statement	Knowledge Level
CO1	To recollect e-commerce and various e-transactions in business	K1
CO2	To identify the transactions security in e-business activities	K2
CO3	To start identifying and use the electronic payment system	К3
CO4	To evaluate the issues in the e-business and internet marketing	K4
CO5	To create new business segments through the trends available in e-commerce	K5

Mapping

PO /PSO	PO1	PO2	PO3	PO4	PO5	PO6	PO7	-	PSO1	PSO2
CO1	Н	Н	Н	L	M	M	M		M	Н
CO2	Н	Н	Н	M	Н	Н	L		Н	Н
CO3	M	M	M	Н	M	M	M		M	M
CO4	Н	Н	Н	L	M	M	M		M	Н
CO5	Н	Н	Н	M	Н	Н	L		Н	Н

Trends in E-Commerce - 21PIB3E6

Units	Content	Hrs
Unit I	E-commerce and its Technological Aspects Overview of developments in Information Technology and Defining E-Commerce: The scope of E commerce, Electronic Market, Electronic Data Interchange, Internet Commerce, Benefits and limitations of E-Commerce, Produce a generic framework for E-Commerce, Architectural framework of Electronic Commerce, Web based E Commerce Architecture.	15
Unit II	Consumer Oriented E Commerce E-Retailing: Traditional retailing and e retailing, Benefits of e retailing, Key success factors, Models of e retailing, Features of e retailing. E services: Categories of e-services, Web-enabled services, matchmaking services, Information-selling on the web, e entertainment, Auctions and other specialized services. Business to Business Electronic Commerce	15
Unit III	Electronic Data Interchange: Benefits of EDI, EDI technology, EDI standards, EDI communications, EDI Implementation, <u>EDI Agreements</u> , EDI Security. Electronic Payment Systems, Need of Electronic Payment System: Study and examine the use of Electronic Payment system and the protocols used, Study Electronic Fund Transfer and secure electronic transaction protocol for credit card payment. Digital economy: Identify the methods of payments on the net – Electronic Cash, cheques and credit cards on the Internet.	20
Unit IV	Security in E Commerce Threats in Computer Systems: Virus, Cyber Crime Network Security: Encryption, Protecting Web server with a Firewall, Firewall and the Security Policy, Network Firewalls and Application Firewalls, Proxy Server	10
Unit V	Issues in E Commerce Understanding Ethical, Social and Political issues in E-Commerce: A model for Organizing the issues, Basic Ethical Concepts, Analyzing Ethical Dilemmas, Candidate Ethical principles Privacy and Information Rights: Information collected at E-Commerce Websites, <i>The Concept of Privacy</i> , Legal protections Intellectual Property Rights: Types of Intellectual Property protection, Governance.	15
Total Cont	act Hrs	75

^{*} Concepts Underlined and Italicised are self study

Pedagogy

Direct Instructions, Digital Presentations, You Tube Videos Sharing

Assessment Methods

Seminars, Group Task, Power Point Presentations, Assignment, Experience Discussion

S.NO	AUTHOR	TITLE OF THE BOOK	PUBLISHERS \ EDITION	YEAR OF PUBLICATION
1	Elias. M. Awad	Electronic Commerce	Prentice-Hall of India Pvt Ltd. Third Revised Edition	2019
2	RaviKalakota, Andrew B. Whinston	Electronic Commerce - A Manager's guide	Addison-Wesley First Edition	2017
3	Efraim Turban, Jae Lee, David King, H.Michael Chung	Electronic Commerce – A Managerial Perspective	Addison-Wesley Third Edition	2018

S.NO	AUTHOR	TITLE OF THE BOOK	PUBLISHERS \ EDITION	YEAR OF PUBLICATION
1	Elias M Award	Electronic Commerce from Vision to Fulfillment	Print House of India, Third Edition	2008
2	Judy Strauss , Adel El-Ansary, Raymond Frost	E-Marketing	Pearson Education, Third Edition	2015

Course Designed by	Reviewed by	Verified by	Checked by	Approved by
Dr. G.Vignesh	Dr. B. Rohini	Dr. G. Vignesh	Mr. K. Srinivasan	Dr. R. ManickaChezian
Course Teacher	Module Coordinator	Head of the Department	CDC Coordinator	Controller of Examinations

Programme Code:	M.Com. IB – International Business			Programme Title:	Master of Commerce with International Business		
Course Code:	21 PIB 3IN1			Title	Batch:	2021 - 2023	
				Internship /	Semester:	III	
Lecture Hrs./Week	2	Tutorial Hrs./Sem.	-	Institutional Training (EXIM, Manufacturing	Credits:	2	
				Concerns)			

To train the students with the practical exposure in industry

To develop entrepreneurism among students

Course Outcomes

On the successful completion of the course, students will be able to

CO Number	CO Statement	Knowledge Level
CO1	Helps to choose and list the industries	K1
CO2	To outline the nature and scope of the industries	K2
CO3	To get associate with the industry-academia interface	K3
CO4	To examine the work carried out in the industry	K4
CO5	To design the internship report with elements of industry	K5

Mapping

PO /PSO	PO1	PO2	PO3	PO4	PO5	PO6	PO7	•	PSO1	PSO2
CO1	L	M	M	M	Н	Н	Н		Н	Н
CO2	M	M	M	M	M	Н	Н		Н	Н
CO3	Н	Н	Н	Н	Н	Н	Н		Н	Н
CO4	L	Н	Н	Н	Н	Н	Н		Н	Н
CO5	Н	M	Н	M	M	Н	M		M	M

Internship / Institutional Training (EXIM, Manufacturing Concerns) - 21PIB3IN1							
Unit	Hours						
	Students should undergo Internship in any of the industries for the period of 30 working days	30 Working					
	 Valuation of the training report will be done through 	Days in the Second					
Internship Period	joint evaluation by internal and external examiner.	Semester holidays					
-	Compilation of industry interface ground work	15					
	Preparation of Internship Report & Viva Voce examination	15					
Special Clause	Viva Voce to be kept in the Early Months of the Third Semester	(Between December and February)					
Conditional Clause	It is mandatory for every student to complete two						
	industrial visits to participate in Internship.						
Total Contact Hrs		30					

Pedagogy

Direct Instruction. Digital Presentation

Assessment Methods:

Workbook Review, Power Point Presentation, Assignments, Group Task.

Viva Voce: Distribution of Marks - CA: 20, CE: 80

Please Note: Students Internship Workbook is the base report with which fine tuning is made and Internship Record is created and Viva Voce will be held.

Course Designed by	Reviewed by	Verified by	Checked by	Approved by
Dr.G.Vignesh	Dr. B. Rohini	Dr. G. Vignesh	Mr. K. Srinivasan	Dr. R. ManickaChezian
Course Teacher	Module Coordinator	Head of the Department	CDC Coordinator	Controller of Examinations

Programme Code:	M.Con Busine	m, IB – International ess		Programme Title:	Master of C International	Commerce with al Business
Course Code:	21 DVD			Title	Batch:	2021 – 2024
	21PIB	3413			Semester:	
				Global Risk		IV
Lecture Hrs./Week				Management		
or	6	6 Tutorial Hrs./Sem.		and Insurance	Credits:	4
Practical Hrs./Week						

To administer the risky situation and to overcome it through insurance To enhance the concept of risk in international trade, policies and regulations

Course Outcomes

CO Number	CO Statement	Knowledge Level
CO1	To remember the kinds of available risks	K1
CO2	To get the idea of risk control and risk mitigation	K2
CO3	To execute concepts of insurance policies and its association with risk management	К3
CO4	To analyse the methods of issuing of insurance policy	K4
CO5	To evaluate the settlement of all kinds of insurance claims	K5

Mapping

PO /PSO	PO1	PO2	PO3	PO4	PO5	PO6	PO7	-	PSO1	PSO2
CO1	Н	M	M	Н	L	Н	M		L	L
CO2	M	M	M	M	M	L	M		Н	Н
CO3	Н	L	L	Н	Н	Н	L		Н	L
CO4	Н	M	M	Н	Н	Н	M		M	M
CO5	L	Н	Н	L	L	M	Н		Н	Н

Global Risk Management and Insurance - 21PIB413

Units	Content	Hrs
Unit I	Introduction to risk management -The Concept of Risk – Risk vs. Uncertainty – Types of Risks: – risk management process – Risk financing techniques – Risk Management objectives – <u>Risk Management Information Systems (RMIS)</u> – Risk Control Risk Management by Individuals – Risk Management by Corporations: Corporate Risk management Process.	20
Unit II	Growth & Development of Indian Insurance Industry – Basics of insurance - Kinds of Insurance Policies - Introduction to General Insurance - General Insurance: Features of General Insurance - Essentials of General Insurance Contract - Premium determination - General Policy Conditions	18
Unit III	Fire and Marine insurance - Fire Insurance: Fire Insurance Contracts - Fire Insurance Coverage — Policies For stocks — Rate Fixation in Fire Insurance - Settlement of Claims. Marine Insurance: Marine Insurance Contract — Types of Marine Insurance - Marine Cargo Losses and Frauds - <u>Settlement of claims</u> .	18
Unit IV	Miscellaneous Insurance - Motor Insurance - Employer's Liability Insurance - Personal Accident and sickness Insurance - Aviation Insurance - Burglary Insurance - Fidelity Guarantee Insurance - Engineering Insurance - Cattle Insurance - Crop Insurance.	19
Unit V	Case studies from above context	15
Total Con	tact Hrs	90

^{*} Concepts Underlined and Italicised are self study

Pedagogy

Direct Instruction, Digital Presentation, Flipped Classes

Assessment Methods

Test, Seminar, Quiz, Assignments, Group Task, GD, Roll Play, APS

21PIB413

Text Book

S.NO	AUTHOR	TITLE OF THE BOOK	PUBLISHERS \ EDITION	YEAR OF PUBLICATION
1	Dr. P.K.Gupta	Insurance And Risk Management	Himalaya Publishing	2014

Reference Books

S.NO	AUTHOR	TITLE OF THE BOOK	PUBLISHERS \ EDITION	YEAR OF PUBLICATION
	Dr. P.K.Gupta	Fundamentals of Insurance	Himalaya Publishing	
1				2016
2	Mr. C.Gopala Krishnan	Insurance Principles & Practice	Sterling Publishers	1993
3	Dr. Sunil Kumar	Fundamentals Of Insurance And Risk Management	JSR Publishing House	2020

Course Designed by	Reviewed by	Verified by	Checked by	Approved by
Mr. B.Madhan Kumar	Dr. B. Rohini	Dr. G. Vignesh	Mr. K. Srinivasan	Dr. R. ManickaChezian
Course Teacher	Module Coordinator	Head of the Department	CDC Coordinator	Controller of Examinations

Programme Code:	M.Com, IB – International		Programme	Master of Commerce with			
1 Togramme Coue.	Business			Title:	International Business		
Course Code:	21010	41.4		Title	Batch:	2021 – 2024	
	21PIB	21PIB414			Semester:	IV	
			Customs Law				
Lecture Hrs./Week				and Practices			
or	6	Tutorial Hrs./Sem.			Credits:	4	
Practical Hrs./Week							

To give the theoretical framework of customs and its practices in India .

To teach various clearance procedures and exemptions in customs

Course Outcomes

CO Number	CO Statement	Knowledge Level
CO1	To remember the types of Indirect taxations	K1
CO2	To understand the concept of excise duty and central sales tax	K2
CO3	To implement the valuation of customs taxation	К3
CO4	To review the importance of GST in Indian Environment	K4
CO5	To gain knowelege on various customs procedures	K5

Mapping

PO /PSO	PO1	PO2	PO3	PO4	PO5	PO6	PO7	PSO1	PSO2
CO1	Н	M	M	Н	L	Н	M	L	L
CO2	M	M	M	M	M	L	M	Н	Н
CO3	Н	L	L	Н	Н	Н	L	Н	L
CO4	Н	M	M	Н	Н	Н	M	M	M
CO5	L	Н	Н	L	L	M	Н	Н	Н

	Customs Law and Practices - 21PIB414	
Units	Content	Hrs
Unit I	Central Excise - Nature, Scope of Central excise - General Procedures of Central excise - Clearance of Excisable Goods - Concessions to Small Scale Industry under Central Excise Act	18
Unit II	Customs Procedures - Role of Customs in International Trade - Assessable Value - Customs Clearance Procedure for Home Consumption - For Warehousing - For Re Export - Clearances by Post for Imports - Prohibited exports - <u>Canalized Exports</u>	18
Unit III	Central Sales Tax - Provisions relating to Inter State Sales – Sales or Purchases in Course of Import & Exports out of India – Principles of Determining Levy of Central sales Tax – Concept of sale or Purchase in the course of Central & State Traders – Registration of Dealers – Exemptions & Determinations of turnover.	20
Unit IV	GST – Introduction – meaning – journey of GST in India - Advantages of GST – Components of GST in India – <u>Types of GST</u> – IGST, CGST and SGST / UGST – Rate calculation in GST.	19
Unit V	Case studies from above context	15
Total Cont	act Hrs	90

^{*} Concepts Underlined and Italicised are self study

Pedagogy

Direct Instruction, Digital Presentation, Flipped Classes

Assessment Methods

Test, Seminar, Quiz, Assignments, Group Task, GD, Roll Play, APS

21PIB414

Text Book

S.NO	AUTHOR	TITLE OF THE BOOK	PUBLISHERS \ EDITION	YEAR OF PUBLICATION
1	Dr. Vinod K. Singhania	Taxman's Students' Guide to GST & Customs Law	Taxman's Publication 5 th Edition	2020

Reference Books

S.NO	AUTHOR	TITLE OF THE BOOK	PUBLISHERS \ EDITION	YEAR OF PUBLICATION
1	V. S. Datey	Customs Law Practice & Procedures	Taxman's Publication	2018
2	CA Nikhil Gupta, CA Anoop Modi, CA Mahesh Gupta	GST And Custom Law	SBPD Publications	2019
3	Dr H C Mehrotra & Prof. V P Agarwall	Goods And Service Tax	Sahitya Bhavan Publications,	2020

Course Designed by	Reviewed by	Verified by	Checked by	Approved by
Mr.B.Madhan Kumar	Dr. B. Rohini	Dr. G. Vignesh	Mr. K. Srinivasan	Dr. R. ManickaChezian
Course Teacher	Module Coordinator	Head of the Department	CDC Coordinator	Controller of Examinations

Programme Code:				Programme Master of Commerce v		
110g1 W111111 00 0000	Busine	ess		Title:	Internationa	ll Business
Course Code:	21PIB4E7			Title	Batch:	2021 - 2023
				International	Semester:	IV
Lecture Hrs./Week or Practical Hrs./Week	6	Tutorial Hrs./Sem.		Human Resource Management	Credits:	5

To acquaint the students with concepts & strategies of global human resource management

To enhance students skill to effectively manage the human resource in international perspective

Course Outcomes

On the successful completion of the course, students will be able to

CO Number	CO Statement	Knowledge Level
CO1	To keep in mind the importance of human resource management	K1
CO2	To understand the human resource practices in overseas market	K2
CO3	To implement human resource selection and recruitment	К3
CO4	To estimate the benefits for human resource due to performance appraisal	K4
CO5	To Frame the HR cases in international perspective	K5

Mapping

PO /PSO	PO1	PO2	PO3	PO4	PO5	PO6	PO7	-	PSO1	PSO2
CO1	Н	M	Н	M	M	M	Н		M	M
CO2	M	M	Н	M	L	M	Н		M	Н
CO3	Н	Н	Н	Н	M	M	Н		M	Н
CO4	Н	Н	Н	L	Н	Н	M		Н	L
CO5	Н	M	M	M	Н	Н	Н		Н	M

	International Human Resource Management - 21PIB4E7	
Units	Content	Hrs
Unit I	Personnel Management - Nature and challenges of personnel management-role of human relations-differences between Personnel Management & HRM - natural difference in HRM practices-management style – strategies for international HRM .	20
Unit II	International HR Planning, Selection and recruitment -Human resource planning – objectives-process – factors affecting HR Planning - recruitment- selection –placement – nationality in staffing policy – <u>issues in staff selection</u> - selection criteria- MNC requirements in selection- use of selection test.	20
Unit III	International staff training and development - Meaning and <u>importance of training - training methods</u> for operatives-management development method- expatriate training methods-developing international staffs and multinational teams.	19
Unit IV	Multinational performance appraisal and labour relations - Purpose of appraisal- factors affecting appraisal – appraisal methods-essential for good appraisal – <u>labour welfare</u> – role of labour welfare in International HRM.	19
Unit V	Case studies from above context	12
Total Cont	eact Hrs	90

^{*} Concepts Underlined and Italicised are self study

Pedagogy

Direct Instructions, Digital Presentations, Flipped Classrooms

Assessment Methods

Tests, Power Point Presentations, Assignments, Group Task

21PIB4E7

Books for Study

S.NO	AUTHOR	TITLE OF THE BOOK	PUBLISHERS \ EDITION	YEAR OF PUBLICATION
1	P.C Tripathi	Personnel Management & Industrial Relations	Sultan Chand And Sons	2014
2	N. Singh S.K. Bhatia, N. Singh	Principles And Techniques Of Personnel Management / Hrm	Deep And Deep Publication	2013
3	Aswathappa	International Human Resource Management	Megraw Hill Education	2015

Books for Reference

S.NO	AUTHOR	TITLE OF THE BOOK	PUBLISHERS \ EDITION	YEAR OF PUBLICATION
1	Nilanjan Sengupta	International Human Resource Management	Excel Books	2007
2	Peter J. Dowling	International Human Resource Management	South-Western College Pub;	2007

Course Designed by	Reviewed by	Verified by	Checked by	Approved by
Mr. M.Prem	Dr. B. Rohini	Dr. G. Vignesh	Mr. K. Srinivasan	Dr. R. ManickaChezian
Course Teacher	Module Coordinator	Head of the Department	CDC Coordinator	Controller of Examinations

Programme Code:	I WILLOW TR = International Business T			Programme Title:	Master of Commerce with International Business		
			Title:	Batch:	2021 - 2023		
Course Code:	21PIB ²	IE8	1100	Semester:	IV		
Lecture Hrs./Week or Practical Hrs./Week	6	Tutorial Hrs./Sem.	-	International Strategic Management	Credits:	5	

To educate the students, various available strategies that can be adhered in International Trade

To impart knowledge to the students on the solutions after implementation of the strategy

Course Outcomes

On the successful completion of the course, students will be able to

CO Number	CO Statement	Knowledge Level
CO1	To recollect the understanding on strategies available in the global context	K1
CO2	To get the idea for on the competitive advantage of various strategies	K2
CO3	To apply the strategies in business and arrive at possible solutions	К3
CO4	To evaluate the conceptual knowledge on the best strategy adaptation	K4
CO5	To design new ways in business after implementation of the strategies	K5

Mapping

PO /PSO	PO1	PO2	PO3	PO4	PO5	PO6	PO7	-	PSO1	PSO2
CO1	Н	Н	Н	L	M	M	M		M	Н
CO2	Н	Н	Н	M	Н	Н	L		Н	Н
CO3	M	M	M	Н	M	M	M		M	M
CO4	Н	Н	Н	L	M	M	M		M	Н
CO5	Н	Н	Н	M	Н	Н	L		Н	Н

International Strategic Management - 21PIB4E8

Units	Content	Hrs
Unit I	Strategy and Its Process: Conceptual framework for strategic management, the Concept of Strategy and the Strategy Formation Process – Stakeholders in business – Vision, Mission and Purpose – Business definition, Objectives and Goals - <u>Corporate Governance and Social responsibility.</u>	18
Unit II	Competitive Advantage: External Environment - Porter's Five Forces Model-Strategic Groups Competitive Changes during Industry Evolution - Globalisation and Industry Structure - National Context and Competitive advantage Resources- Capabilities and competencies—core competencies-Low cost and differentiation Generic Building Blocks of Competitive Advantage- Distinctive Competencies-Resources and Capabilities durability of competitive Advantage- Avoiding failures and sustaining competitive advantage.	17
Unit III	International Strategies: The generic strategic alternatives — Stability, Expansion, Retrenchment and Combination strategies - Business level strategy- Strategy in the Global Environment-Corporate Strategy- Vertical Integration-Diversification and Strategic Alliances- Building and Restructuring the corporation- Strategic analysis and choice - Environmental Threat and Opportunity Profile (ETOP) - Organizational Capability Profile - Strategic Advantage Profile - Corporate Portfolio Analysis - <u>SWOT Analysis</u> - GAP Analysis - Mc Kinsey's 7s Framework - GE 9 Cell Model - Distinctive competitiveness - Selection of matrix - Balance Score Card.	21
Unit IV	Strategy Implementation & Evaluation: The implementation process, Resource allocation, Designing organisational structure-Designing Strategic Control Systems- Matching structure and control to strategy-Implementing Strategic change- <u>Politics-Power and Conflict</u> -Techniques of strategic evaluation & control.	19
Unit V	Other Strategic Issues: Managing Technology and Innovation- Strategic issues for Non Profit organisations. New Business Models and strategies for Internet Economy.	15
Total Cont	act Hrs	90

^{*} Concepts Underlined and Italicised are self study

Pedagogy

Direct Instructions, Digital Presentations, You Tube Videos Sharing

Assessment Methods

Seminar, Case Studies, Power Point Presentations, Assignment, Experience Discussion

21PIB4E8

Books for Study

S.NO	AUTHOR	TITLE OF THE BOOK	PUBLISHERS \ EDITION	YEAR OF PUBLICATION
1	Thomas L. Wheelen, J. David Hunger and Krish Rangarajan	Strategic Management and Business policy	Pearson Education, Third Revised Edition	2016
2	Charles W.L.Hill & Gareth R.Jones	Strategic Management Theory, An Integrated approach	Biztantra, Wiley India, First Edition	2007
3	Azhar Kazmi	Strategic Management & Business Policy	Tata McGraw Hill Third Edition	2018

Books for Reference

S.NO	AUTHOR	TITLE OF THE BOOK	PUBLISHERS \ EDITION	YEAR OF PUBLICATION
1	Fred.R.David	Strategic Management and cases	PHI Learning, First Edition	2008
2	Arnoldo C.Hax and Nicholas S. Majluf	The Strategy Concept and Process – A Pragmatic Approach	Pearson Education, Second Edition	2015

Course Designed by	Reviewed by	Verified by	Checked by	Approved by	
Dr. G.Vignesh	Dr. B. Rohini	Dr. G. Vignesh	Mr. K. Srinivasan	Dr. R. ManickaChezian	
Course Teacher	Module Coordinator	Head of the Department	CDC Coordinator	Controller of Examinations	

Programme Code:	M Com	n. IB – International Bu	Programme	Master of Commerce with			
1 Togramme Code.	WI.COII	i. id – iliterilatioliai dt	18111688	Title:	International Business		
Course Code:	21 PIB	4MP1	Title	Batch:	2021 - 2023		
			Major Research	Semester:	IV		
Lecture Hrs./Week				Project			
Or	12	Tutorial Hrs./Sem.	8	v	Credits:	8	
Practical Hrs./Week							

To seek the students capacity and to make him as a complete researcher

To develop students compatibility in research work

Course Outcomes

On the successful completion of the course, students will be able to

CO Number	CO Statement	Knowledge Level
CO1	To relate chosen project with the existing scenario	K1
CO2	Lay the outline for the chosen projects	K2
CO3	To figure out objectives, methodology and statistical tools to be applied	К3
CO4	To evaluate the genuineness of research project work through publications	K4
CO5	To design the research report at par with the society framework	K5

Mapping

PO/PSO CO	PO1	PO2	PO3	PO4	PO5	PO6	PO7	-	PSO1	PSO2
CO1	L	Н	Н	Н	Н	Н	Н		Н	Н
CO2	M	M	Н	M	Н	Н	Н		Н	Н
CO3	Н	Н	Н	Н	Н	Н	Н		Н	Н
CO4	L	Н	Н	Н	Н	Н	Н		Н	Н
CO5	Н	Н	M	M	M	Н	M		Н	M

Unit	Content	Hours
Research Work	 □ Candidates should undergo research or institutional project work in any of the functional area of their choice with core theme of international business, □ Project is to be done with the combination of Primary & Secondary Data or with stand alone Secondary Data. □ Candidates will be allocated with Specific Guides to do their project □ Candidates should meet their respective guides at frequent intervals and submit the valid requisites of the project for the valuation of the project report. □ Moreover the finalization will be done joint evaluation by internal and external examiner. □ Students can publish their research papers from their project in UGC Care List. 	In the Post Lunch Session, Students will be let out to de their project work
Conditional Clause	It is mandatory for every student to complete four industrial visits* & one Internship* to carry out the project work.	
Total Contact Hrs		180

^{*}Subject to prior approval

Direct Instruction, Digital Presentation, Flipped Classroom, Mentoring System

Assessment Methods

Project Review, Power Point Presentation, Assignments, Group Task.

Viva Voce: Distribution of Marks – CA: 40, CE: 160

Please Note: Students Project book is the base report with which fine tuning is made and Project Record is created after their Publications and Viva Voce will be held. The assessment component for project is also in the guidelines (annexed with the syllabus) and the same may be followed.

Course Designed by	Reviewed by	Verified by	Checked by	Approved by
Dr. G.Vignesh	Dr. B. Rohini	Dr. G. Vignesh	Mr. K. Srinivasan	Dr. R. ManickaChezian
Course Teacher	Module Coordinator	Head of the Department	CDC Coordinator	Controller of Examinations

Programme Code:	M.Com. IB – International Business			Programme Title:	Master of Commerce with International Business		
Course Code:	21PIBAL1		Title	Batch:	2021 - 2023		
			T . 1	Semester:	п		
Lecture Hrs./Week or Practical Hrs./Week	2	Tutorial Hrs./Sem.		Introduction to Financial Report Analysis	Credits:	Grade	

To develop the students with the orientation of financial plan

To inculcate the outcome of finance in business

Course Outcomes

On the successful completion of the course, students will be able to

CO Number	CO Statement F						
CO1	To keep in mind the financial position of the concern	K1					
CO2	To understand the profit and loss mechanism of any firm	K2					
CO3	To deploy the inputs for raising the capital of the firm	К3					
CO4	To evaluate the financial structure of the company	K4					
CO5	To compare the credit rating and foreign investments.	K5					

Mapping

PO /PSO	PO1	PO2	PO3	PO4	PO5	PO6	PO7	-	PSO1	PSO2
CO1	Н	M	M	M	Н	Н	L		Н	Н
CO2	L	M	L	Н	L	M	M		Н	M
CO3	M	M	M	Н	M	M	M		L	M
CO4	M	M	Н	L	Н	Н	L		Н	Н
CO5	M	Н	Н	M	M	M	M		Н	M

Introduction to Financial Report Analysis - 21PIBAL1

Units	Content	Hrs
Unit I	Introduction - Company- Profile of company - Board of directors - List of products - Company structure - Departments of company- Raising of capital- Sources of finance - Financial management - <u>Functions of financial manager</u> - Financial instruments- Utilization of funds.	6
Unit II	Framing financial statement - Framing financial statement - Profit and loss account-Balance sheet- Computation statement (Gross profit, Net profit, Before and after deduction, Agriculture income)	5
Unit III	Techniques - Techniques for financial statement analysis - Ratio analysis - Comparative statement - Trend analysis - Common size analysis - Fund flow statement - <u>Cash flow</u> <u>statement.</u>	6
Unit IV	Financial Analysis - Evaluation of Financial structure - Capital structure - Capitalisation - Cost of capital - Return on investment - Working capital management.	7
Unit V	Credit rating and FDI -Credit rating for company - Foreign direct investment- Comparative study between India and other nations	6
Total Cont	act Hrs	30

^{*} Concepts Underlined and Italicised are self study

Pedagogy

Power Point Presentation, Group Task, Tests

Assessment Methods

Seminar, Assignments, Group Task, Tests

Books for Study

S.NO	AUTHOR	TITLE OF THE BOOK	PUBLISHERS \ EDITION	YEAR OF PUBLICATION
	P.K Jain &	International Financial	MacMillan and Anmal	
1	V.K.Bhalla	Management	publication (p)ltd	2010
	Alan.G.Shaepiro	Multinational Financial	John Wiley Andsons,	
2		Management	Ninth Edition	2010
3	R.L Valshney & S.Bhashyam	I.F.M An Indian Perspective	MacMillan and Anmal Publication (p)ltd	2011

Books for Reference

S.NO	AUTHOR	TITLE OF THE BOOK	PUBLISHERS \ EDITION	YEAR OF PUBLICATION
	Eugene F.	Fundamentals of Financial	Brigham Houstan,	
1	Brigham, Joel F.	Management	14th Edition	2016
	Houston			
	Raymond Brooks	Financial Management: Core	Pearson,	
2		Concepts	3rd Edition	2015
_	Eugene F.	Financial Management:	Cengage Learning,	
3	Brigham ,Michael	Theory & Practice	15th Edition	2015
	C. Ehrhardt			

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Dr. B.Rohini	Dr. B. Rohini	Dr. G. Vignesh	Mr. K. Srinivasan	Dr. R. ManickaChezian
Course Teacher	Module Coordinator	Head of the Department	CDC Coordinator	Controller of Examinations

Programme Code:	M Com IR = International Riiginess			Programme Title:	Master of Commerce with International Business		
Course Code:	21VPI301– Value Added Course			Title	Batch:	2021 - 2023	
				Business	Semester:	III	
Lecture Hrs./Week	30 (Outside the	(Outside the Tutorial -		Etiquette Skill	Credits:	2	
	College hours)	Hrs./Sem.		Sets			

To make understand various etiquette followed in business To enrich student knowledge on better manageable work place etiquette To create awareness about international business etiquette

Course Outcomes

On the successful completion of the course, students will be able to

CO Number	CO Statement	Knowledge Level
CO1	To recollect the knowledge of etiquette and confrontations of etiquette.	K1
CO2	To understand the techniques of manageable work place etiquette.	K2
CO3	To understand the structure of etiquette followed beyond national borders.	К3
CO4	To review the differences among national and international etiquette.	K4
CO5	To choose practical templates for implementing advanced etiquette.	K5

Mapping

PO/PSO CO	PO1	PO2	PO3	PO4	PO5	PO6	PO7	-	PSO1	PSO2
CO1	Н	Н	M	Н	M	Н	Н		M	Н
CO2	M	M	L	Н	L	M	M		L	M
CO3	L	M	M	M	M	L	Н		M	M
CO4	Н	Н	L	L	Н	Н	Н		L	Н
CO5	Н	L	Н	Н	Н	Н	M		Н	M

Unit	Content			
I	Etiquette Recommendation for Effective Business: Business etiquette - Meaning - Business Communications - Verbal Communications - Business Writing (Pen and Paper) - Techie Business Communication - Facsimile - E-mail – Internet - Phone conferencing - Web conferencing - Video conferencing - Collaborative software - The Effects of Poor Business Communication			
II	Effective Employee Behavior Confrontation through Business Etiquette: Find Out the actual happening – Collect inferences - Talk to the complainant – Manager – Team Member – Survey the employees File – Find some time for the employee with his convenience – Etiquette Matters a Lot - Create a comfortable situation – Discuss what is told - Ask for adjustments to what you know - Avoid using names - Avoid blaming - Suggest alternative behavior - Create a plan for resolution - Name a timeline for change - Determining the Plan for Success - Following Up on Changes - Managing a Diverse Team - Where Your Team Is - Staying in Contact – Navigate Cultural Differences – Communication and Business Etiquette, A Big Deal	11		
III	Understanding International Etiquette in Business: International Etiquette Positive First Impression - Greetings, Introductions, and Handshakes - Negotiations - Handshake Customs - Exchanging Business Cards - Etiquettes to be adhered on Country-Specific Information - Brazil - China - Canada - France - Germany - Japan - Mexico - South Korea - Taiwan - United Kingdom - International Travel Tips on Etiquette - Punctuality & Time - Gift Giving - Guidelines for female international business travelers	10		
Cotal Co	ntact Hrs	30		

Pedagogy

Digital Presentations, Direct Instructions, Flipped Classrooms, Mentor system

Assessment Methods

Seminars, Assignments, Group Task.

Books for Study

S.NO	AUTHOR	TITLE OF THE BOOK	PUBLISHERS \ EDITION	YEAR OF PUBLICATION
1	Peter Post, Anna Post and Lizzie Post	The Etiquette Advantage in Business	William Morrow Publishing House, Third Edition	2014
2	Patricia Rossi	Everyday Etiquette: How to Navigate 101 Common and Uncommon Social Situations	Kindle Mode, First Edition	2011

Books for Reference

S.NO	AUTHOR	TITLE OF THE BOOK	PUBLISHERS \ EDITION	YEAR OF PUBLICATION
1	Beverly Langford	The Etiquette Edge: Modern Manners For Business Success	Amacom Publishers, Second Edition	2015
2	Jeffrey L Seglin	Simple Art Of Business Etiquette	Tycho Pr Publishers, First Edition	2016

Course Designed by R	Reviewed by	Verified by	Checked by	Approved by
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Course Teacher Mode	ule Coordinator Head	of the Department CD	C Coordinator	Controller of Examinations