

GLS University's
Bachelor of Business Administration Programme
Proposed Syllabus
FYBBA
Semester I
Core Course
Management Concepts and Practices

1. Course Objective: This course is designed to provide the students conceptual understanding about the key functions of the process of managing organizations. The focus of this course will be on the meaning, importance and functions of business management.

Through various assignments, the emphasis will be on helping students to connect the theoretical aspects of the managerial concepts with real-life corporate practices.

2. Course duration: 12 weeks/36 hours

3. Number of credits: 03

4. Course Content:

Module number	Topics/Chapters
I	Introduction to Management – <ul style="list-style-type: none"> ▪ Contribution of Mayo, F W Taylor, Henri Fayol and Elton Mayo; ▪ Meaning of Management; ▪ Characteristics; ▪ Management Process and Functions; ▪ Levels of management and skills required at these levels; ▪ Role of managers.
II	Planning – <ul style="list-style-type: none"> ▪ Meaning; ▪ Planning Process; ▪ Planning premises; ▪ Elements or Types of plans; ▪ Meaning and Process of Forecasting; ▪ Meaning and Process of Decision Making; ▪ Types of decisions
III	Organising- <ul style="list-style-type: none"> ▪ Meaning of Organizing; ▪ Principles of Organizing;

	<ul style="list-style-type: none"> ▪ Departmentation and its bases; ▪ Meaning of Delegation; ▪ Centralization and Decentralization and difference between them; ▪ Brief idea and merits-demerits of Line Organization, Line and Staff organization, and Committee organizations
IV	<p>Staffing and Directing</p> <p>Staffing –</p> <ul style="list-style-type: none"> ▪ Meaning; a brief idea about Human Resource Planning, ▪ Job Analysis, ▪ recruitment, ▪ Selection, ▪ Training and Development, ▪ Performance Appraisal and Compensation (only the meaning/definitions of these functions to be covered) <p>Directing –</p> <ul style="list-style-type: none"> ▪ Definition of Directing and Co-ordination, ▪ Elements/tools of Directing – Leadership, Motivation and Communication (definition and features of these tools)
V	<p>Controlling –</p> <ul style="list-style-type: none"> ▪ Definition; ▪ Nature and importance of control; ▪ the control process; ▪ Essentials/principles of an effective control system; ▪ Break-Even Analysis

5. Teaching Methods: The following pedagogical tools will be used in this course:

1. Lectures and discussions
2. Assignments
3. Presentations

6. List of topics for assignments and presentations:

1. Levels of management and skills required at these levels
2. Universality of principles of management
3. Elements or types of plans
4. Departmentation and its' bases
5. Delegation, Centralization and Decentralization
6. Line organizations
7. Line and staff organizations
8. Committee organizations
9. Human Resource Planning
10. Recruitment

11. Selection
12. Leadership
13. Motivation
14. Communication

7. Evaluation: The students will be evaluated on a continuous basis and broadly follow the scheme given below:

1.	Mid Semester Exam	20%
2.	Individual Presentation/Practical Assignments	15%
3.	Quiz	10%
4.	Attendance	05%
	Total Continuous Evaluation	50%

8. Basic Text Books:

Sr. No.	Author(s)	Name of the book	Publisher	Edition
1	Karminder Ghuman and K. Aswathapa	Management – Concept, Practice and Cases	Tata McGraw Hill	Latest
2	T. Ramasamy	Principles of Management	Himalaya Publishing House	Latest

9. Reference Books:

Sr. No.	Author(s)	Name of the book	Publisher	Edition
1	L. M. Prasad	Principles of Management	Sultan Chand and Sons	Latest
2	Gupta, Sharma and Bhalla	Principles of Business Management	Kalyani Publications	Latest
3	Stoner, Freeman, and Gilbert Jr.	Management	Prentice-Hall	Latest

4	Manmohan Prasad	Management – Concepts and Practices	Himalaya Publishing House	Latest
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10. List of Journals/Periodicals/Magazines/Newspapers:

1. Times of India
2. Economic Times
3. ICFAI Journals

GLS University's
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FYBBA
Semester I

CORE COURSE - BUSINESS MATHEMATICS - I

1. Course Objective:

This course aims to provide students with a basic understanding of mathematical concepts and terminology that form the foundation for further management studies.

Through its various assignments and the MS Excel component, the course focuses on how to interpret and solve business-related word problems and helps students to connect mathematical concepts with real-life business related situations.

2. Course Duration:

The course will be spread over 35 sessions of 60 minutes each, and divided into five modules.

3. Course Content:

Module No.	Modules/Sub-Modules
I	<ul style="list-style-type: none"> ➤ Set theory <ul style="list-style-type: none"> • Introduction • Types of Sets • Venn Diagrams • Operations on Sets • Cartesian Product of two Sets • Applications
II	<ul style="list-style-type: none"> ➤ Function <ul style="list-style-type: none"> • Definition • Types of functions • Some functions in Commerce and Economics • Applications ➤ Limit <ul style="list-style-type: none"> • Introduction • Definition and working rules of Limit • Some Standard Limits (Problems on Factorization and Rationalization)

III	<ul style="list-style-type: none"> ➤ Derivative and its applications <ul style="list-style-type: none"> • Introduction, Definition, Derivative of a function of one variable • Derivative of standard functions (without proof) • Rules of derivative (Addition, Subtraction, Multiplication, Division, Chain) • Examples • Marginal Revenue function, Marginal Cost function, Profit function • Price elasticity of demand and supply
IV	<ul style="list-style-type: none"> ➤ Permutations and Combinations <ul style="list-style-type: none"> • Introduction • Important notations, meaning • Applications
V	<ul style="list-style-type: none"> ➤ Second Order derivatives <ul style="list-style-type: none"> • Introduction, definition and examples of second order derivatives • Maxima and Minima of a function • Applications: Profit, Revenue Maximization and Cost Minimization

Teaching Methods:

The following pedagogical tools will be used to teach this course:

- (1) Lectures & Discussions
- (2) Assignments & Presentations
- (3) Short Case Studies
- (4) MS Excel

Evaluation:

The students will be evaluated on a continuous basis and broadly follow the scheme given below:

1.	Assignments / Presentations/ Quizzes / Class Participation etc.	30% (Internal Assessment)
2.	Internal Examination	20% (Internal Assessment)
3.	External Examination (University Exam)	50% (External Assessment)

Basic Text Books:

Sr. No.	Author/s	Name of the Book	Publisher	Edition
T1	Sancheti & Kapoor	Business Mathematics	S. Chand	Latest Edition
T2	Kashyap Trivedi & Chirage Trivedi	Business Mathematics	Pearson	Latest Edition

Reference Books:

Sr. No.	Author/s	Name of the Book	Publisher	Edition
1	Qazi Zameeruddin, Vijay Khanna & Others	Business Mathematics	Vikas Publication	Latest Edition
2	J K Singh & Deepti Rani	Business Mathematics	Himalaya Publishing House	Latest Edition
3	M Raghavachari	Mathematics for Management	Mc-Graw Hill	Latest Edition
4	Spooner H. A. & D.A.L. Wilson	The Essence of Mathematics for Business	Prentice-Hall of India Pvt. Ltd.	Latest Edition

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Semester I
Core Course– Economics – I (Micro)

1. Course Objective:

This course aims to acquaint students with basic micro-economic concepts and develop economic reasoning. Through the use of real-life situations and assignments, it will enable students to apply economic analysis to practical instances and gain an understanding of the process of formulation of business policies.

2. Course Duration:

The course will have sessions of 60 minutes each spread over five modules.

3. Course Content:

Module No.	Topics / Chapters Name
1	<p>Introduction</p> <p>1) Economic history and origin.</p> <p>2) Meaning and Importance and Scope of Micro Economics.</p> <p>3) Growth oriented definition of economics.</p> <p>Cardinal Approach of Utility Analysis: Meaning of Demand, The Law of Demand, Factors affecting Demand, Increase-Decrease in Demand, Shift In demand Contraction-Expansion in Demand, The Law of Diminishing Marginal Utility, and Derivation of Demand Curve on the basis of Utility Analysis.</p> <p>Concepts of elasticity of demand.</p>

II	<p>Meaning of Supply, Factors affecting Supply, Contraction-Expansion and Increase-Decrease in Supply. Elasticity of supply.</p> <p>Price determination.</p> <p>Effects of changing government policy on price.</p>
III	<ul style="list-style-type: none"> • Cost Concepts <ul style="list-style-type: none"> a) Accounting Cost v/s Economic Cost b) Money Cost v/s Real Cost c) Private and Social Costs d) Fixed Cost v/s Variable Cost e) Opportunity Cost f) Sunk Cost <p>Cost of Production in Short Run</p> <ul style="list-style-type: none"> a) Average Fixed Cost, Average Variable Cost, and Marginal Cost b) Relationship between Marginal Cost and Average Cost <p>Cost of Production in Long run</p> <p>Long run Marginal Cost (LMC) and Long run Average cost (LAC)</p> <ul style="list-style-type: none"> • Revenue Concepts – Average Revenue, Marginal Revenue and Total Revenue. • Production Function Total, Average and Managerial Productivity
III	<p>Market structures.</p> <p>Perfect competition, Monopoly, Monopsony, Duopoly, Duopsony, Monopolistic, Oligopoly, Oligopsony.</p>
V	<p>Distribution Theory:</p> <p>Concepts of rent: - Differential rent, Scarcity Rent, Quasi Rent.</p> <p>Concepts of Wages: - Time Wages, Piece Wages, and Money wages, real Wages, factors determining real Wages.</p>

	<p>Concepts of interest: Gross and Net Interest. Components of Gross Interest</p> <p>Concept of Profit: risk, uncertainty, innovation</p>
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Teaching Methods :

The following pedagogical tools will be used to teach this course (Sample tools):

- (1) Lectures & Discussions
- (2) Assignments & Presentations

Evaluation:

The students will be evaluated on a continuous basis and broadly follow the scheme given below:

1.	Assignments / Presentations/ Quizzes / Class Participation etc.	30% (Internal Assessment)
2.	Internal Examination (Mid Semester Exam)	20% (Internal Assessment)
3.	External Examination (University Exam / End Semester Exam)	50% (External Assessment)

Basic Text Books:

Sr. No.	Author/s	Name of the Book	Publisher	Edition
T1	H.L.Ahuja			

Reference Books:

Sr. No.	Author/s	Name of the Book	Publisher	Edition
1	Dominick Salvatore	Principles of Micro Economics	Oxford	Fifth Edition
2	Poul A Samuelson & William D Nordhaus	Economics		

List of Journals / Periodicals / Magazines / Newspapers etc.:

The students will have to refer to past issues of the following journals in order to get relevant topic/information pertaining to the subject.

1. Economic Survey

2. RBI Handbook
3. Economic and Political weekly
4. Indian Journal of Economics and Business
5. International Journal of Economics and Research
6. Down to Earth Magazine
7. Banking and finance.
8. Business Standard
9. The Economic Times
10. Financial Express
11. Business Today
12. Business India
13. Business World
14. Budget Bulletin

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Semester I
Core Course Introduction to Entrepreneurship

1. Course Objective:

The objective of this course is to introduce students to the meaning and basic concepts of entrepreneurship. It aims to help them understand entrepreneurial traits and characteristics, and initiate cultivation of an appreciation of the challenges faced by entrepreneurs by emphasizing sharing of real-life stories. A preliminary insight will be offered regarding the skills needed to start and manage new ventures and develop basic business plan.

2. Course Duration:

The course is spread over five modules with each having 20% weightage. Each module will require seven sessions of one hour each.

3. Course Content:

Module No.	Topics / Chapters Name
I	Introduction to Entrepreneurs and Entrepreneurship. <ul style="list-style-type: none"> - Concept of entrepreneurship - Entrepreneurial competencies - Corporate Entrepreneurship - Functions of an entrepreneur - Types of entrepreneurs
II	Entrepreneurship in India <ul style="list-style-type: none"> - Role of entrepreneurship in society - Myths of entrepreneurship - Evolution of Entrepreneurship in India - Factors affecting entrepreneurship development - Institutions for entrepreneurship development
III	Business opportunity Identification and Selection <ul style="list-style-type: none"> - Ideation process - Business opportunity identification - Product innovation - Process/service innovation - Techniques for improving the creative process
IV	Forms of Business Ownership <ul style="list-style-type: none"> - Sole Proprietorship - Partnership - Limited Liability Partnership - Company form - Franchising

V	Learning from Success Stories of Entrepreneurs
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Teaching Methods (Sample):

The following pedagogical tools will be used to teach this course (Sample tools):

- (1) Lectures & Discussions
- (2) Assignments & Presentations
- (3) Real life entrepreneurial stories

Evaluation (Sample):

The students will be evaluated on a continuous basis and broadly follow the scheme given below:

1.	Assignments / Presentations/ Quizzes / Class Participation etc.	30% (Internal Assessment)
2.	Internal Examination (Mid Semester Exam)	20% (Internal Assessment)
3.	External Examination (University Exam / End Semester Exam)	50% (External Assessment)

Basic Text Books:

Sr. No.	Author/s	Name of the Book	Publisher	Edition
T1	Kanishka Bedi	Management and Entrepreneurship	Oxford	First
T2	V. Desai	The Dynamics of Entrepreneurial Development and Management	Himalaya Publishing House	6 th
T2	M C Shukla	Business Organization and Management	S Chand Publications	18 th

Reference Books:

Sr. No.	Author/s	Name of the Book	Publisher	Edition
1.	Rajeev Roy	Entrepreneurship	Oxford	Second
2.	Rashmi Bansal	Stay Hungry Stay Foolish	CIIE, IIM Ahmedabad	First
3.	Raj K Shankar	Entrepreneurship:	Vijay Nicole &	First

		Theory and Practice	Tata McGraw, Delhi	
4	Raj K Shankar	Essentials of Entrepreneurship	Vijay Nokol	First

List of Journals / Periodicals / Magazines / Newspapers etc.:

The students will have to refer to past issues of the following journals in order to get relevant topic/information pertaining to the subject.

15. Business Standard
16. The Economic Times
17. Financial Express
18. Business Today
19. Business India
20. Business World

GLS University's
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Semester I
Core Course –English

1. Course Objective:

The main objective of this course is to improve reading and writing skills amongst students. The course will also help students become willing, careful and critical readers; practice writing as a form of creative and business expression and ultimately to become more effective thinkers and communicators, laying a foundation for further management studies.

2. Course Duration:

The course will have sessions which are divided into five modules. Each module consists of seven sessions of 60 minutes each and carries a weightage of 20%.

3. Course Content:

Module No.	Modules/Sub-Modules
I	Literary Text: Word Power : A Novel Approach (depending on availability of the text)
II	Literary Text : Rigmarole by Sai Paranjpye
III	Language Skills: Retelling stories Matching exercises One word substitutes Spin a yarn
IV	Composition: Essay/Short story
V	Use of metaphor in poems/jingles/slogans etc

Teaching Methods:

The following pedagogical tools will be used to teach this course:

- (1) Lectures & Discussions
- (2) Assignments & Presentations
- (3) In-class exercises

Evaluation:

The students will be evaluated on a continuous basis and broadly follow the scheme given below:

1.	Assignments / Presentations/ Quizzes / Class Participation etc.	30% (Internal Assessment)
2.	Internal Examination	20% (Internal Assessment)
3.	External Examination (University Exam)	50% (External Assessment)

Basic Text Books:

Sr. No.	Author/s	Name of the Book	Publisher	Edition
1.	Sai Paranjpye	Rigmarole	Penguin India	
2.	Nautical Miles	Word Power: A Novel Approach	IMS Learning Resources	

List of Journals / Periodicals / Magazines / Newspapers etc.:

The students will have to refer to past issues of the following journals in order to get relevant topic/information pertaining to the subject.

1. DNA
2. Ahmedabad Mirror
3. Amar Chitra Katha/Champak/Tinkle/Supandi
4. Safari Magazine
5. Youth Connect Magazine

GLS University's
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Semester I
Foundation Course - Basics of Communication

1. Course Objective:

Students should be able to understand the importance of communication in business. This course focuses on verbal communication which includes both oral and written. By the end of the first semester, this course will equip students with the skills to introduce and summarize, draft managerial communication. They will also be trained to use MS Word as a tool for written communication.

2. Course Duration:

The course will have sessions which are divided into five modules. Each module consists of seven sessions of 60 minutes each and carries a weightage of 20%.

3. Course Content:

Module No.	Modules/Sub-Modules
I	Fundamentals of Communication: Layers of Managerial communication, Verbal communication (Oral and Written), Critical errors in communication (Barriers to managerial communication), Importance of listening in Communication
II	Managerial writing strategies: Statement of purpose Format of letter writing and E-mails Letters: - Inquiry (Product, service - getting information from agencies like income tax/bank etc) Requests, Claim, Complaints
III	Presentation – of statement of purpose or a role play based on the topics of letters. (For example, meeting an agency regarding complaints etc)
IV	Comprehension of a commercial item – a business newspaper article/an informative piece on a scheme/offer etc
V	Introduction to MS Word

Teaching Methods:

The following pedagogical tools will be used to teach this course:

- (1) Lectures & Discussions
- (2) Assignments & Presentations
- (3) Role Plays

(4) MS Word

Evaluation:

The students will be evaluated on a continuous basis and broadly follow the scheme given below:

1.	Assignments / Presentations/ Quizzes / Class Participation etc. Assignments could be on Listening comprehension, drafting informal letters and e-mails. Presentations would be on the statement of purpose, observation reports etc.	30% (Internal Assessment)
2.	Internal Examination: Assessment of MS Word (In computer lab).	20% (Internal Assessment)
3.	External Examination (University Exam) : Theory only	50% (External Assessment)

Basic Text Books:

Sr. No.	Author/s	Name of the Book	Publisher	Edition
1.	Hynes, Geraldine	Managerial Communication	Tata McGraw-Hill	

Reference Books:

Sr. No.	Author/s	Name of the Book	Publisher	Edition
1.	Lehman, Duference, Sinha	BCOM	Cengage	Original
2.	Taylor and Chandra	Communication for Business	Pearson	Fourth Edition
3.	Payal Mehra	Business Communication for Managers	Pearson	First Edition

GLS University's
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Proposed Syllabus
FYBBA
Semester I
Elective Course
Indian Culture through Performing Arts

1. **Course Objective:** Performing arts plays an important role in the overall development of the student. The objective of the paper is to provide a glimpse of India's rich cultural and artistic heritage through the medium of Music, Dance and Drama.
2. **Course Duration :**
3. **Number of Credits : 2**
4. **Course Content:**

Module number	Topics/Chapters
I	<p>Introduction to Indian Culture through a Film/ Documentary.</p> <p>Meaning and Components of Performing Arts – Introduction to Music, Dance and Drama</p> <ul style="list-style-type: none"> ▪ Introduction to Indian Music through Audio Demonstration.– Classical and Non- Classical ▪ Basic concepts of Indian Music ▪ Styles of Indian Classical Music Hindustani and Carnatic ▪ Main Forms of Indian Classical Music ▪ Forms of Non Classical Indian Music ▪ Introduction to Raag and Taal
II	<p>Introduction to Instrumental Music.</p> <p>Types of Instruments</p> <ul style="list-style-type: none"> • Tat(Plugged-Stringed)-Sitar,Sarod, Santoor,Swar mandal • Vitat(Bowed-Stringed)–Sarangi,Violin, Dilruba • Sushir (Wind –Instruments) – Flute,Shenai, Harmonium • PercussionInstuments-Tabla,Dholak, Mrudangam, Pakhavaj, Drum • Ghana (Metallic instruments) Kartal, Manjira, Jhanj
III	<p>Dance in Indian Culture</p> <ul style="list-style-type: none"> ▪ Use of different parts of the body ▪ Styles of Indian Dances : Classical & Folk ▪ Eight forms of Indian Classical Dance- Literature, Expression and Music ▪ Various types of regional Folk dances – Literature and Music ▪ Importance of Costumes and Ornamentation in Indian dances.

IV	<ul style="list-style-type: none"> ▪ Basic explanation of “Laya” ▪ Significance of music in dance
V	<ul style="list-style-type: none"> ▪ Overview of Indian Theatre ▪ Basics of Dramatics – Warm up exercises- Mirroring, Faith and space ▪ Miming and facial expression ▪ Voice Modulation ▪ Set designing, costumes and props, lights, special effects and background music.

Evaluation	Internal		External	
Project work	50 marks		50 Marks	
Details	Presentation 25	Project work 25	Presentation 25	Project work 25
Total Marks	50		50	
Minimum passing Marks	20 (out of 50)		20 (out of 50)	

Minimum Passing marks shall be at par with other subjects i.e. 40%.

Practical presentation of either Music/ Dance/Drama. The presentation can be either individual or in a group.

GLS University's
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Proposed Syllabus
FYBBA

Semester I
Elective Course
Management Lessons from Mythology

5. Number of Credits : 3

6. Course Content:

Module number	Topics/Chapters
I	<p>Introduction to Mythology –</p> <ul style="list-style-type: none"> ▪ Meaning of Myth and mythology ▪ Making of myths and mythology ▪ Essays: On myth and Mythology, The Regression of Rationality, There is no Escape from Myth, Origins of Religion, Mythical Evolution, Mythologies of identity
II	<p>Management Lessons from Mythology: Managing Self:</p> <ul style="list-style-type: none"> ▪ Essays: Cow slaughter and Dharma, Making personal growth a lever of business, differential values; Time, timelessness and the idea of charity; Satyamev Jayate : means?, Karmik Hisab Kitab
III	<p>Management Lessons from Mythology : Managing People</p> <ul style="list-style-type: none"> ▪ Essays: Recruitment Dilemma, Contextualizing is the key, Fear plays a key role in organizations, harness it wisely, Check list vs. to-do-list, Measuring awareness and attention, Customer is not the only God, A Bypass in business,
IV	<p>Management Lessons from Mythology : Working in teams:</p> <ul style="list-style-type: none"> ▪ Essays: Competitors and collaborators, In a traditional relationship with shiny surfaces, Line, circle and spiral : three ways of organizational thinking : Videos on Karta Yatra
V	<p>Management Lessons from Mythology : Leadership</p> <ul style="list-style-type: none"> ▪ Essays : Why Corporate CEOs often resist talent management, A Leader’s gaze, Saviour vs. Oppressor, Putting focus in perspective, Leaders who create leaders, Masculine and feminine leaders, recruiting leaders in the Mahabharata, Five Lessons India Inc can learn from Pandava

List of articles to be used:

- | | |
|-----------------------------|-----------------------------|
| 1. A Bypass in Business | 5. Recruitment Dilemma |
| 2. Two kinds of teachers | 6. Saviour versus Oppressor |
| 3. Cow slaughter and Dharma | 7. A Leader’s gaze |
| 4. Karmik Hisab kitab | |

8. Five lessons India Inc can learn from the Pandavas
9. Contextualizing is the key
10. Why Corporate CEOs often resist talent management
11. Nature shrugs, conflict stops, temporarily
12. Fear plays a key role in organizations, harness it wisely
13. Competitors and collaborators
14. In a traditional relationship with shiny surfaces
15. How to use a consultant
16. Putting focus in perspective
17. Time, timelessness and the idea of charity
18. On stories we tell
19. Recruiting leaders in the Mahabharata
20. Customer is not the only God
21. Differential Values
22. Don't ask me that question!
23. Check list Vs to-do list
24. Measuring awareness and attention
25. Line, circle and spiral : three ways of organizational thinking
26. Masculine and Feminine leaders
27. Leaders who create leaders
28. A job for disabled Gods
29. Making personal growth a lever of business
30. Satyamev Jayate, means?

Videos:

1. Shastrarth
 2. A Talk on innovation, creativity and leadership
 3. Leadership lessons from mythology
 4. Karta Yatra
 5. Videos of the mythological incident depicted in the essays (from Epic channel or Ramayana/Mahabharata)
- Students will write and make a presentation on the topics given below:

List of assignments:

1. Discuss management lessons from any one mythological incident **which is not discussed** in the essays given in the syllabus.
2. Discuss any one mythological character as a leader/manager.
3. Discuss organization skills from any one mythological incident **which is not discussed** in the essays given in the syllabus.
4. Compare a real life personality (a manager, leader) with a mythological figure.
5. Discuss management lessons from any one non-Indian (Greek, Iran etc.) mythological incident **which is not discussed** in the essays given in the syllabus.

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Semester I
Elective Course
Foundation Course in Visual Arts

7. Number of Credits : 3

Module number	Topics/Chapters
I	<p>Colour Study:</p> <p>Students apply the precepts of colour theory through the manipulation and application of colour. They identify specific colour relationships, contrasts and harmonies as they become familiar with mixing complex colour. In addition, they investigate how artists and designers use colour and in turn how people respond to colour. Through the production of specific assignments, students use their understanding of the physiology and psychology of colour to build a reference portfolio for future studies.</p>
II	<p>Drawing from Observation</p> <p>Students acquire the ability to draw from observation through the application and exploration of drawing elements, principles and strategies. They produce drawings that use the basic elements including line, shape, space, and value as well as apply principles such as composition and perspective. In addition, they experiment with and apply a variety of materials such as pencil, charcoal and inks. Through progressive assignments, students prepare for continued exploration in drawing for personal enjoyment and development.</p>
III	<p>2D Design</p> <p>Students acquire a working knowledge of 2D design by generating work that reflects the application of design elements and principles. In addition, they use a variety of materials such as pencil, pen and ink, collage and mixed media in the completion of assigned projects. Students integrate 2D design elements and principles, and their acquired knowledge of the characteristics of various media to engage in visual problem-solving and effective decision making.</p>
IV	<p>Photography:</p> <p>Students gain insight into the basics of digital photography including lighting and image editing.</p>

- Students will write and make a presentation on the topics given below:

List of assignments:

1. Students will submit one project work for each unit.
- 2.