

B.Com. III
INDUSTRIAL MANAGEMENT
Optional paper-I 2009
Factory Management

Section-I		
1	Basics of Industrial Management :- Meaning. Impartance of Industrial Management, Recent trends in Industrial Management, Scientific Management- Meening, Principles and mechanism.	15
2	Factory Location and Building:- Factors determining location of factory – steps in location, factory Building- factors to be considerd, Types of Building.	15
3	Plant Layout:- Nature, objectives, Importance- factors influencing layout Types of layout- Problems of layout.	15
4	Work environment:- Meaning, Importance, factors affecting work environment Lighting, ventilation, Air Conditioning – Sanitation Noise Control.	15
Section-II		
5	Production, Planning and Control (PPC) Meaning objectives- Importance- space- production planning – function, techniques of PPC- Routing-scheduling –Despatching- and follow-up Limitations PPC	15
6	Inventory Management and Control:- Meaning, definitions, objectives of inventories-Inventery Cost- Inventory Control Techniques- ABC Analysis- VED Classification- Stock Levels- EOQ.	
7	Productivity:- Meaning, Importance, measurement- Ways of improving Productivity	15
8	Industrial Pollution:- Meaning, Causes , Effects and Measures.	15

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INDUSTRIAL MANAGEMENT Paper-II (Human Resource Management)		
Section-I		
1	Human Resource Management:- Concept- Importance- objectives – Functions of HRM HRM-v/s HRD.	15
2	Human Resource Planning and Selection:- Human Resource Planning – Sources of Recruitment – Selection Procedure- Steps in scientific selection procedure	15
3	Employee Training and Development:- Introduction- Need for training- Steps in designing training programme- Methods of training.	15
4	Performance Appraisal:- Meaning – Purpose- Methods- Ethics in appraisal.	15
Section-II		
5	Wage and Salary Administration:- Nature and purpose of wage and salary administration- Methods of wage payment, Time rate, piece rate and incentive plans (Taylor, Halsey and Rowan) fringe benefits.	15
6	Industrial Relations :- Meaning- Importance- objectives- Participants in Industrial Relations- Worker's Participations in Management.	15
7	Employee Morale:- Meaning- Importance- factors affecting morale – Improving Morale.	
8	Employee Welfare:- Concept- Need- Scope- labour welfare practices in India	

References:		
1	Punekar S.D.	“Labour welfare”, Trade ‘Unionism and Industrial relations’. HPH 2003.
	Deodhar S.B.	
2	Memoria C.B.	‘Personal Management’
3	Lundy J.L.	“Effective Industrial Management, Eurasia publishing.
4	Srivastava R.M.	Management Policy and Strategic Management, concepts, skills and practices HPH-1999.
5	M.E. Tukaram Rao	Industrial Management.
6	Singh Chhabra, Taneja	Personal Management & Industrial Relations.
7	शरदचंद्र गोखले	कामगार कल्याण
8	V.P.Michel	Human Resource Management.
9	Dipak Kumar Bhattacharya	Human Resource Management. EXCEL BOOKS, New Delhi.
10	J.Jain	Industrial Management. Kitab Mahal, Allahabad.
11	O.P. Khanna	‘Industrial Engineering and Management’.

INDUSTRIAL MANAGEMENT Paper-I Factory Management Nature of Question Paper		
Section-I		Total marks - 100
Q.1	Essay Type Question OR Essay Type Question	15
Q.2	Essay Type Question OR Essay Type Question	15
Q.3	Write Short Notes (Any four out of Six)	20
	Section-II	
Q.4	Essay Type Question OR Essay Type Question	15
Q.5	Essay Type Question OR Essay Type Question	15
Q.6	Write Short Notes (Any four out of Six)	20

INDUSTRIAL MANAGEMENT Paper-II (Human Resource Management) Nature of Question Paper		
Section-I		Total marks - 100
Q.1	Essay Type Question OR Essay Type Question	15
Q.2	Essay Type Question OR Essay Type Question	15
Q.3	Write Short Notes (Any four out of Six)	20
	Section-II	
Q.4	Essay Type Question OR Essay Type Question	15
Q.5	Essay Type Question OR Essay Type Question	15
Q.6	Write Short Notes (Any four out of Six)	20

EQUIVALENCE IN ACCORDANCE WITH TITLES AND CONTENTS OF PAPERS- (FOR REVISED SYLLABUS)

Sr.No.	Title of Old Paper	Title of New Paper
1.	INDUSTRIAL MANAGEMENT Paper-I	INDUSTRIAL MANAGEMENT Paper-I Factory Management
	INDUSTRIAL MANAGEMENT Paper-II	INDUSTRIAL MANAGEMENT Paper-II (Human Resource Management)

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