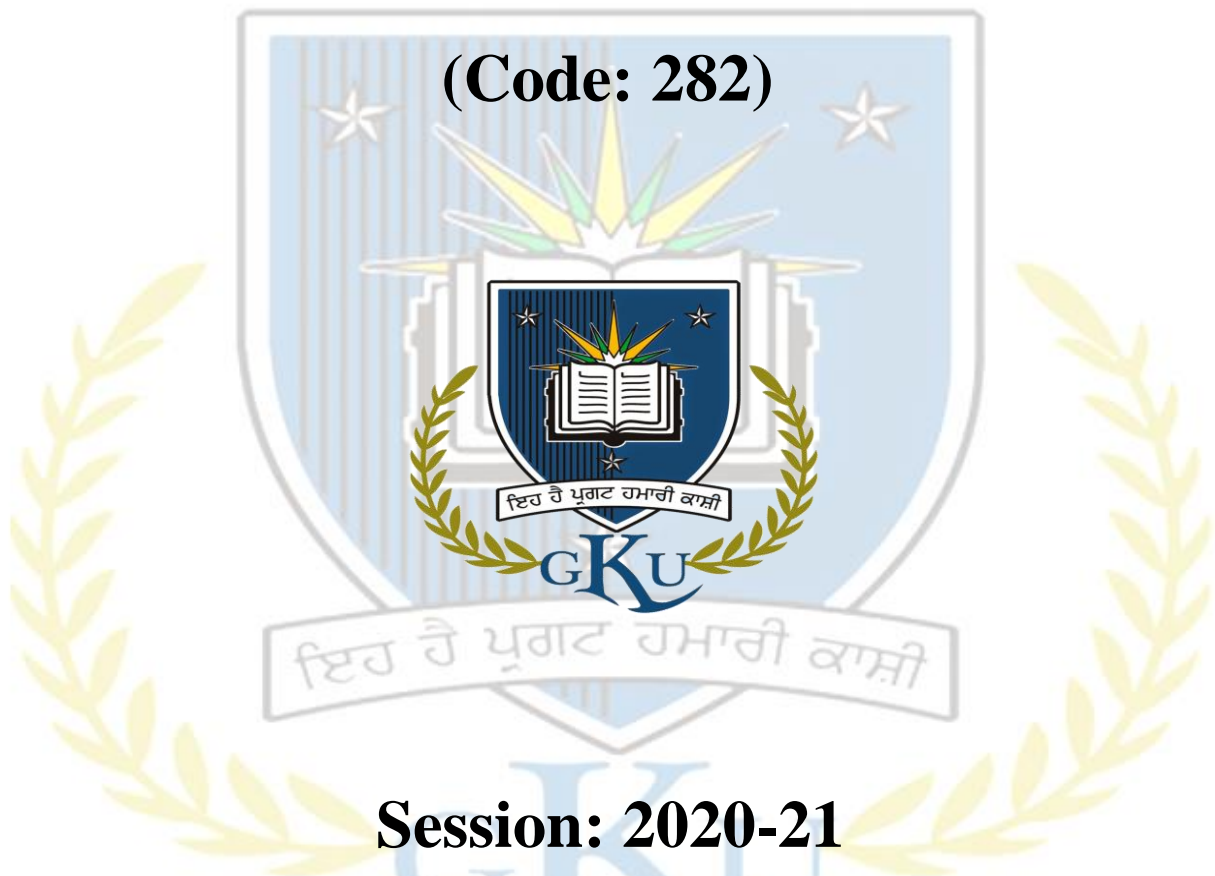# Program Syllabus Booklet

Doctor of Philosophy

(Commerce)

(Code: 282)

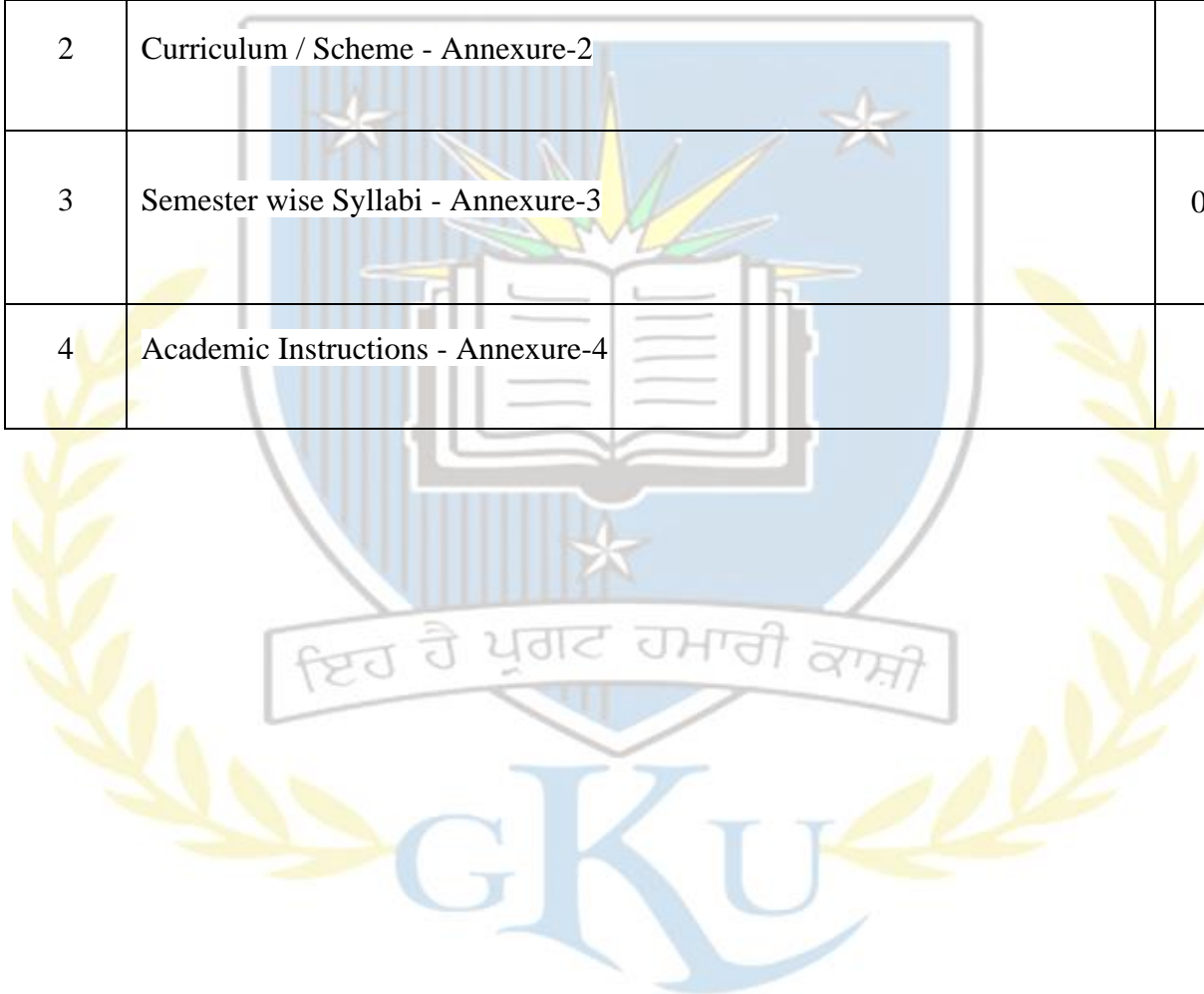## Session: 2020-21

University College of Commerce and Management

Guru Kashi University
Talwandi Sabo

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Program Name: Ph.D. (Commerce)

Program Code: 282

The Program Outcomes (POs) for Ph.D. (Commerce) are as mentioned below:

PO	Statements
PO1	Apply conceptual business knowledge to solve practical problems helpful in decision making.
PO2	Identify, formulate, review research literature and analyze complex business problems
PO3	Analysis the business problems with its environment and designing a framework of solution. Determining the efficient and effective way of cost control and reduction in business operations.
PO4	Use research-based knowledge and research methods including designs of experiments, analysis and interpretation of data and synthesis of the information to provide valid conclusions.
PO5	Learn about the application of different statistical tools and techniques so as to arrive at suitable decision in the business and its success.
PO6	Design solutions for problems that meet the specified needs with appropriate consideration for the cultural, societal and environmental well-being.
PO7	Explore the axiomatic wisdom an ethics and equities in various walks of life and professions and learn who to thrive in the society with moral and ethical values.
PO8	Function effectively in a team to bring complementary knowledge and apply diverse research methods.
PO9	Communicate effectively with society comprehend and write effective reports and design documentation
PO10	Acquisition of specialized knowledge in the field of commerce by inculcating the relevant attitudes and values required for undertaking quality research in business.
PO11	Demonstrate professionalism in undertaking independent research and project works in the areas of accounting and finance.
PO12	Engage in life-long learning in commerce through research and research methodologies.

The Program Specific Outcomes (PSOs) for Ph.D. (Commerce)are as mentioned below:

PSO	Statement
PSO1	Develop skills in qualitative and quantitative data analysis and presentation.
PSO2	Develop advanced critical thinking skills.
PSO3	Demonstrate the basic computer skills necessary to conduct the research.

				(Hours Per Week)						
				Study Scheme						
Sr. No.	Subject Code	Subject Name	Type of Subject T/P	L	T	P	No. of Credits	Internal Marks	External Marks	Total Marks
1	180101	Research Methodology	T	4	0	0	4	50	50	100
2		**Elective-I**								
3	180104	Research and Publication Ethics	T/P	1	0	2	2	50	50	100
4	A282101	Recent Advances in Commerce	T	4	0	0	4	50	50	100
5	282102	Seminar	P	NA	NA	NA	2	100	NA	100
Total No. of Credits							14/15			

				(Hours Per Week)						
Elective-I (Select one of the following subjects)										
Sr. No.	Subject Code	Subject Name	Type of Subject T/P	L	T	P	No. of Credits	Internal Marks	External Marks	Total Marks
1	180102	Computer Applications in Research	T/P	1	0	2	2	100	NA	100
2	180105	Statistical Methods	T	3	0	0	3	50	50	100
3	180106	Technical Writing, Communication Skills and Library and Information Services	T	3	0	0	3	50	50	100

Course Name: Research Methodology
Course Code: 180101
Semester: 1st

L T P

Credits: 04   **4 0 0**

Course Outcomes: On successful completion of this course, the students will be able to:

CO	Statement
CO1	Organize and conduct research in more appropriate manner
CO2	Identify the overall process of designing research from its origin to its report.
CO3	Describe the appropriate research design and develop appropriate research hypothesis for research project.
CO4	Develop advanced critical thinking skills.
CO5	Enhance the writing skills.

Course Contents

1) Research

Objectives of Research, Research types, Research methodology, Research process – Flowchart, description of various steps, Selection of research problem

2) Research Design

Meaning, Objectives and Strategies of research, different research designs, important experimental designs, completely randomized, randomized block, Latin Square, Factorial experimental design.

3) Methods of Data Collection and Presentation:

Types of data collection and classification, Observation method, Interview Method, Collection of data through Questionnaires, Schedules

4) Probability Distributions

Discrete and Continuous probability distributions, Binomial, Poisson, Exponential, Normal, Frequency distribution, Cumulative Frequency distribution, Relative Frequency distribution

5) Sampling Methods:

Different methods of Sampling : Probability Sampling methods , Random Sampling, Systematic Sampling, Stratified Sampling, Cluster Sampling and Multistage Sampling.

Non probability Sampling methods, Sample size

6) Testing of Hypotheses:

Testing of Hypotheses concerning mean(s), Testing of Hypotheses concerning proportion (s), Testing of Hypotheses concerning variance(s)

Parametric tests (t, z and F) , Chi Square test.

7) Analysis of Data:

Statistical measures and their significance: Central tendencies, variation, skewness,Kurtosis. Analysis of Variance, One - way ANOVA Correlation and Regression, Multiple Regression, Time series analysis,Factor Analysis, Centroid method

Computer simulations using MATLAB / SPSS

8) Report writing and Presentation:

Types of reports, Report Format – Cover page, Introductory page, Text, Bibliography, Appendices, Typing instructions, Oral Presentation.

References:

- Montgomery, D. C. (2017). *Design and analysis of experiments*. John wiley & sons.
- Kothari, C. R. (2004). *Research methodology: Methods and techniques*. New Age International. New Delhi
- Krishnaswamy, K., Sivakumar, A., & Mathirajan, M. (2006). Research Methodology-integration of Principles, Methods and Techniques.
- Chawla, D., & Sodhi, N. (2011). *Research methodology: Concepts and cases*. Vikas Publishing House.
- Cooper, D. R., Schindler, P. S., & Sun, J. (2006). *Business research methods* (Vol. 9,pp. 1-744). New York: Mcgraw-hill.
- Gupta, S. P. (2001). Statistical Methods, sultan Chand and sons. *New Delhi, 42*.
- Tripathi, P. C. (1987). *A text book of research methodology in social sciences*.Sultan Chand and Sons.

Websites links

- https://library.sacredheart.edu/c.php?g=29803&p=185902
- http://www.mgcub.ac.in/pdf/material/20200412163718c034959fb5.pdf
- https://www.nedarc.org/statisticalHelp/advancedStatisticalTopics/hypothesisTesting.ht ml
- http://web.cjcu.edu.tw/~jdwu/biostat01/lect004.pdf

The mapping of PO/PSO/CO attainment is as follows:

CO/PO/PSO	PO1	PO2	PO3	PO4	PO5	PO6	PO7	PO8	PO9	PO10	PO11	PO12	PSO1	PSO2	PSO3
CO1	2	1	3	2	2	2	2	3	3	3	2	2	2	3	-
CO2	2	2	2	3	3	3	3	2	2	1	3	2	3	2	3
CO3	3	3	-	2	3	2	2	2	3	2	3	3	2	2	3
CO4	3	3	1	2	1	3	3	3	3	1	1	2	3	3	2
CO5	3	2	2	1	1	3	3	3	2	2	2	3	3	3	2
Average	2.6	2.2	2	2	2	2.6	2.6	2.6	2.6	1.8	2.2	2.4	2.6	2.6	2.5

The correlation levels are: "1" – Low Correlation, "2" – Medium Correlation, "3" – High Correlation and "-" indicates there is no correlation.

Course Name: Research and Publication Ethics

Course Code: 180104

Semester: 1ˢᵗ

L T P

Credits: 02   **1 0 2**

Course Outcomes: On successful completion of this course, the students will be able to:

CO	Statement
CO1	Describe and apply theories and methods in ethics and research ethics.
CO2	Equip themselves with ethical issues related to Research and Publication.
CO3	Enhance their skills in writing and publishing their research work.
CO4	Comprehend the best practices/standards setting initiatives and guidelines of publications
CO5	Demonstrate the indexing and citation databases, open access publications and usage of plagiarism tools.

- **RPE 01: PHILOSOPHY AND ETHICS (3 hrs.)**

1. Introduction to philosophy: definition, nature and scope, concept, branches

2. Ethics: definition, moral philosophy, nature of moral judgments and reactions

- **RPE 02: SCIENTIFICCONDUCT (5hrs.)**
1. Ethics with respect to science and research
2. Intellectual honesty and research integrity
3. Scientific misconducts: Falsification, Fabrication, and Plagiarism (FFP)
4. Redundant publications: duplicate and overlapping publications, salami slicing
5. Selective reporting and misrepresentation of data

- **RPE 03: PUBLICATION ETHICS (7 hrs.)**

1. Publication ethics: definition, introduction and importance
2. Best practices / standards setting initiatives and guidelines: COPE, WAME, etc.
3. Conflicts of interest
4. Publication misconduct: definition, concept, problems that lead tounethical behavior and vice versa, types
5. Violation of publication ethics, authorship and contributor-ship
6. Identification of publication misconduct, complaints and appeals
7. Predatory publishers and journals
   PRACTICE
- **RPE 04: OPEN ACCESS PUBLISHING (4 hrs.)**
1. Open access publications and initiatives
2. SHERPA/ROMEO online resource to check publishercopyright & self-archiving policies
3. Software tool to identify predatory publications developed by SPPU
4. Journal finder / journal suggestion tools viz. JANE, ElsevierJournal Finder, Springer Journal Suggester, etc.

- **RPE 05: PUBLICATION MISCONDUCT (4hrs.)**
A. **Group Discussions (2 hrs.)**
 1. Subject specific ethical issues, FFP, authorship
 2. Conflicts of interest
 3. Complaints and appeals: examples and fraud from India and abroad
B. **Software tools (2 hrs.)**
   Use of plagiarism software like Turnitin, Urkund and other open source software tools

- **RPE 06: DATABASES AND RESEARCH METRICS *(7hrs.)***

 A. **Databases (4 hrs.)**
1. Indexing databases
2. Citation databases: Web of Science, Scopus,etc.

 B. **Research Metrics (3 hrs.)**
1. Impact Factor of journal as per Journal Citation Report, SNIP, SJR, IPP, CiteScore
2. Metrics: h-index, g-index, i10 index, altmetrics
   References:

- Nagy, T. F. (2011). *Essential ethics for psychologists: A primer for understanding and*

9

mastering core issues. American Psychological Association.

- Salzano, F. M., & Hurtado, A. M. (Eds.). (2003). *Lost paradises and the ethics of research and publication*. Oxford University Press.

- Nagy, T. F. (2005). *Ethics in plain English: An illustrative casebook for psychologists*. American Psychological Association.

- Sieber, J. E. (Ed.). (2012). *The ethics of social research: Fieldwork, regulation, and publication*. Springer Science & Business Media.

- Singh, Y. K., & Dubey, B. (2021). *Introduction to Research Methods and Publication Ethics*. Friends Publications (India).

Websites links:
- https://www.pearsonhighered.com/assets/samplechapter/0/2/0/5/0205708544.pdf

- https://www.budapestopenaccessinitiative.org/pdf/open_access_publishing_and_scholarly_societies.pdf

- https://www.slideshare.net/ntorabi/research-metrics

The mapping of PO/PSO/CO attainment is as follows:

CO/PO/PSO	PO1	PO2	PO3	PO4	PO5	PO6	PO7	PO8	PO9	PO10	PO11	PO12	PSO1	PSO2	PSO3
CO1	3	2	2	3	2	3	3	2	1	1	3	3	3	2	1
CO2	1	1	3	2	2	3	3	1	2	3	3	2	3	2	3
CO3	3	1	3	2	3	2	3	2	1	3	3	1	3	2	1
CO4	3	1	3	1	3	2	3	2	3	3	2	2	2	2	2
CO5	1	3	2	3	2	3	3	2	2	2	3	2	1	2	1
Average	2.2	1.6	2.6	2.2	2.4	2.6	3	1.8	1.8	2.4	2.8	2	2.4	2	1.6

The correlation levels are: "1" – Low Correlation, "2" – Medium Correlation, "3" – High Correlation and "-" indicates there is no correlation.

Course Name: Recent Advances in Commerce

Course Code: A282101

Semester: 1st

<div align="right">

L T P

</div>

Credits: 04   **4 0 0**

Course Outcomes: On successful completion of this course, the students will be able to:

CO	Statement
CO1	Maintain the accounts of trading and non-trading concerns.
CO2	Comprehend the concept and principles of human rights and rights ofmarginalized people.
CO3	Analyze consumer exploitation and remedial measures to eliminate such exploitation
CO4	Identify the incentives schemes and major problems of India's export sector.
CO5	Describe the consumer oriented e-commerce applications.

<div align="center">

Course Contents

</div>

UNIT-I: Commerce

1 **Introduction to Accounting**: Relationship of Economics with Accounting. Accounting Concepts, conventions and principles, branches of accounting: Financial, cost and management accounting and their inter-relationship.

2. **Management Accounting**: Ratio Analysis---Liquidity, Profitability, Leverage, Activity. Funds Flow Statement, Cash Flow Statement.

3 **Cost Accounting**: Marginal Costing and Break-even Analysis, Standard Costing,Budgeting & Budgetary control.

4. **Advanced Issues in Commerce:** Price Level Accounting, Social Accounting,Human Resource Accounting.

UNIT-II

1   **Cost-Volume-Profit Analysis**: BEP, Margin of Safety, P/V Ratio. Operating Financial and Combined Leverages

2   **Marketing Concepts**: Customer Value and Satisfaction, Customers Delight, Conceptualizing Tasks and Philosophies of Marketing Management, Value chain, Scanning the Marketing Environment. **Contemporary Issues**: Introduction to SocialMarketing, Digital Marketing and CRM.

4.   **Field of HRM**: Overview, Concept and HR functions and policies. Personnel to HRM. **Individual Behaviour & Group Behaviour**: Foundations, Personality, Perception, Values, Job Attitudes, Learning , Motivation Concept and Theories, Foundations, Defining and Classifying

Groups, Group Structure and Processes, Conflict, Negotiation and Inter group behaviour, Stress Management.

5.   **International Business**: Nature & scope of international Business; India & global economy, basis and gains from international trade; Entering foreign markets. **Trade barriers**: Tariff and Non tariff barriers, foreign exchange markets, and exchange rate determination. South Asian nation study.

References:

- Horngren, C. T., & Srikant, M. Data, and George Foster. 2002. *Cost Accounting: A Managerial Emphasis*.
- Williams, J. R., Haka, S. F., Bettner, M. S., & Carcello, J. V. (2005). *Financial*
- *and managerial accounting*. China Machine Press.

- Ramaswamy, V. S., & Namakumari, S. (2004). Marketing Management-planning Implementation   and Control. Macmillan, New Delhi.

- Rao, V. S. P., & Krishna, V. H. (2009). *Management: Text and cases*. Excel BooksIndi

- Aswathappa, K. E. M. A. L. (2005). Human resource and personnel management.Tata McGraw-Hill `Education.

- Donald, F., & Jordon, R. (1995). Security analysis and portfolio management.

Website Links/ICT Tools:

- https://neilpatel.com/blog/factors-for-ecommerce-success/.

- https://www.digit.in/technology-guides/fasttrack-to-e-commerce/top-50-e-commerce-websites-in-india.html.

- http://www.walkthroughindia.com/hot-trends/indias-top-10-e-commerce-websites- online-shopping/.

The mapping of PO/PSO/CO attainment is as follows:

CO/PO/PSO	PO1	PO2	PO3	PO4	PO5	PO6	PO7	PO8	PO9	PO10	PO11	PO	PO12	PSO2	PSO3
CO1	2	3	3	2	3	2	3	2	2	1	3	1	3	2	3
CO2	1	-	2	3	3	2	3	3	3	2	2	2	2	3	2
CO3	2	2	2	3	1	2	3	1	2	3	3	3	2	3	2
CO4	1	1	2	3	3	2	3	3	3	2	2	2	1	2	1
CO5	2	3	2	3	3	3	3	2	3	2	3	2	1	1	2
Average	1.6	2.2	2.2	2.8	2.6	2.2	3	2.2	2.6	2	2.6	2	1.8	2.2	2

The correlation levels are: "1" – Low Correlation, "2" – Medium Correlation, "3" – High Correlation and "-" indicates there is no correlation.

<div align="center">

Course Name: Seminar
Course Code: 282102

Semester: 2nd

</div>

Total Credits: 02   **L T P**

                                                                                                          NA

Course Outcomes: On successful completion of this course, the students will be able to:

CO	Statement
CO1	Comprehend the concepts and practice the skill sets in organization.
CO2	Relate the theoretical knowledge with their practical experience.
CO3	Acquire wider knowledge and enhance their confidence level in practicing the work in profundity.
CO4	Present their views cogently and precisely.

The mapping of PO/PSO/CO attainment is as follows:

CO/PO/PSO	PO1	PO2	PO3	PO4	PO5	PO6	PO7	PO8	PO9	PO10	Po11	PO12	PSO1	PSO2	PSO3
CO1	1	2	3	2	3	2	3	2	2	1	3	1	3	3	2
CO2	3	1	2	3	1	2	3	1	3	2	2	2	2	3	1
CO3	2	3	2	3	1	2	3	1	2	3	1	2	3	3	1
CO4	1	1	3	2	3	3	2	2	3	3	1	2	1	3	3
Average	1.7	1.7	2.5	2.5	2	2.2	2.7	1.5	2.5	2.2	1.7	1.7	2.5	3	1.7

The correlation levels are: "1" – Low Correlation, "2" – Medium Correlation, "3" – High Correlation and "-" indicates there is no correlation.

<div align="center">

Course Name: Computer Applications in Research

Course Code: 180102

Semester: 1st

</div>

Credits: 2   **L T P**

                                                                        1 0 2

Course Outcomes: On successful completion of this course, the students will be able to:

CO	Statement
CO1	Work with the various applications used to analyze and interpret the data.
CO2	Manage the information and data efficiently and quickly.
CO3	Describe logical arguments and logical constructs.
CO4	Design programs involving decision structures, loops and functions.
CO5	Analyze a given problem and develop an algorithm to solve the problem.

Common for all branches except Hindi, Punjabi, English, History and Religious Study

UNIT-1

Generating Charts/Graphs in Microsoft Excel, Power Point Presentation, Websearch, Use of Internet and www. Using search like Google etc

UNIT-2

SPSS concepts and its use for Statistical Analysis

UNIT-3

Mat Lab and its use for Statistical Analysis.

UNIT-4

Introduction to the use of LaTeX, Mendeley, Anti-Plagiarism

References:-

- Bansal, R. K., Goel, A. K., & Sharma, M. K. (2009). *MATLAB and its applications in engineering*. Pearson Education India.

- Landau, S., & Everitt, B. S. (2003). *A handbook of statistical analyses using SPSS*.Chapman and Hall/CRC.

- Office 2007 in Simple Steps, Kogent Solutions, (Wiley Publishers).

- MS-Office 2007 Training Guide, S. Jain (BPB Publications).

Websites links:

- https://scholar.valpo.edu/cgi/viewcontent.cgi?article=1000&context=psy

- https://blog.mendeley.com/2011/10/25/howto-use-mendeley-to-create-citations-using-   latex-and-bibtex/

- https://www.mathworks.com/matlabcentral/fileexchange/30291-matlab-tools-for-scientists-introduction-to-statistical-analysis

The mapping of PO/PSO/CO attainment is as follows:

CO/PO/PSO	PO1	PO2	PO3	PO4	PO5	PO6	PO7	PO8	PO9	PO10	PO11	PO12	PSO1	PSO2	PSO3
CO1	3	2	1	2	3	3	1	1	2	1	2	1	2	3	2
CO2	2	3	2	3	1	2	3	2	3	2	3	2	3	2	1
CO3	1	3	3	2	3	3	2	1	2	3	2	3	3	2	3
CO4	3	2	3	3	2	2	3	2	3	2	3	2	2	2	1
CO5	1	2	3	3	3	2	3	2	-	3	2	3	1	2	1
Average	2	2.4	2.4	2.6	2.4	2.4	2.4	1.6	2.5	2.2	2.4	2.2	2.2	2.2	16

The correlation levels are: "1" – Low Correlation, "2" – Medium Correlation, "3" – High Correlation and "-" indicates there is no correlation.

Course Name: Statistical Methods

Course Code: 180105

Semester: 1st

L T P

Credits: 03   **3 0 0**

Course Outcomes: On successful completion of this course, the students will able to:

CO	Statement
CO1	Define and use the basic terminology of statistics

15

CO2	Explain the statistical concepts of central tendency, dispersion skewness, Kurtosis & index numbers
CO3	Differentiate the ideas between discrete and continuous random variables.
CO4	To develop the skill for applying appropriate statistical tools and techniques in different situations.

Unit-I

Probability distribution: uniform, binomial, Poisson, geometric, hyper geometric, negative binomial, multinomial, normal, exponential, Cauchy, Gamma, Beta, Weibull, log normal, logistic and Pareto.

Unit-II

Compound and truncated distributions. Central and non-central z, t and F. Bivariate normal

Unit-III

Distribution of quadratic forms and r-th order statistic. Practical: Random experiments. Moments

Unit-IV

Correlation and regression. Fitting of: binomial, Poisson, normal, hyper geometric and negative binomial. Truncated binomial and Poisson. Log normal.

References: -

- Chiang, C. L. (2003). *Statistical methods of analysis*. World Scientific.
- Freund, R. J., & Wilson, W. J. (2003). *Statistical methods*. Elsevier.
- Ott, R. L., & Longnecker, M. T. (2015). *An introduction to statistical methods and data analysis*. Cengage Learning.

Websites links:

- https://www.nature.com/subjects/statistical-methods#:~:text=Statistical%20methods%20are%20mathematical%20formulas,the%20robustness%20of%20research%20outputs.
- https://sccn.ucsd.edu/~arno/mypapers/statistics.pdf

The mapping of PO/PSO/CO attainment is as follows:

CO/PO/PSO	PO1	PO2	PO3	PO4	PO5	PO6	PO7	PO8	PO9	PO10	PO11	PO12	PSO1	PSO2	PSO3
CO1	1	3	3	2	3	3	2	1	2	3	2	3	3	2	3

CO														
CO2	-	3	2	3	1	2	3	2	3	2	3	2	-	2	1
CO3	1	2	3	-	3	2	3	2	-	3	2	3	1	2	1
CO4	3	2	3	3	2	2	3	2	3	2	3	2	2	-	1
Average	1.25	2.5	2.75	2	2.25	2.25	2.75	1.75	2	2.5	2.5	2.5	1.5	1.5	1.5

The correlation levels are: "1" – Low Correlation, "2" – Medium Correlation, "3" – High Correlation and "-" indicates there is no correlation.

Course Name: Technical Writing, Communication Skills and Library and Information Services

Course Code: 180106

Semester: 1st

L T P

Credits: 03   **3 0 0**

Course Outcomes: On successful completion of this course, the students will able to:

CO	Statement
CO1	Recognize, explain, and use the formal elements of specific genres of organizational communication: white papers, recommendation and analytical reports, proposals, memorandums, web pages, wikis, blogs, business letters, and promotional documents.
CO2	Understand the current resources (such as search engines and databases) for locating secondary information, and also understand the strategies of effective primary data gathering.
CO3	Explore different format features in both print, multimedia and html documents, and develop document design skills.
CO4	Revise and edit effectively in all assignments, including informal media (such as email messages to the instructor).

Unit-I

Theory: Technical Writing-Various forms of technical writing-theses, technical papers, reviews, electronic communication etc.; qualities of technical writing; parts of research communications-

title page, content page, authorship, preface, introduction, review of literature, materials and methods, experimental results, documentation; photographs and drawings with suitable captions; pagination; citations; writing of abstracts; précis; synopsis; editing and proof reading.

Unit-II

Communication Skills-defining communication; types of communication- verbal and non-verbal; assertive communication; assertive 445 communication; using language for effective communication; techniques of dyadic communication- message pacing and message chunking, self-disclosure, mirroring, expressing conversational intent; paraphrasing; vocabulary building-word roots, prefixes, Greek and Latin roots.

Unit-III

Practical: Editing and Proof reading technical articles; using language tools for effective writing; listening to audio-video conversations aimed at testing the comprehension of the students; oral presentations on a given topic related to agriculture; evaluation of body language and communication skills based on group discussions and interviews; role plays and pronunciation exercises; using eye contact and visual clues for effective listening skills; word stress application and voice modulation; soft skills; rhetoric skills; self-assessment exercises.

Unit-IV

Introduction to Library and its services; Five laws of library science; type of documents; classification and cataloguing; organization of documents; sources of information-primary, secondary and tertiary; current awareness and SDI services; tracing information from reference sources; library survey; preparation of bibliography; use of Online Public Access Catalogue; use of CD-ROM databases and other computerized library services, CeRA, J-Gate; use of Internet including search engines and its resources; e-resources and access methods.

References: -
- Bryson, J. (2017). Effective library and information centre management. Routledge.
- Budinski, K. G. (2001). Engineers' guide to technical writing. Asm International.
- Moran, B. B., & Morner, C. J. (2017). Library and information center management. ABC-CLIO.
- Collins, J., Starkey, A., Kissick, B., & Oh, J. (2005). Technical writing as a site for assessing information literacy. In Proceedings of the 2005 Midwest Section Conference of the American Society for Engineering Education, Fayetteville, AR.

Websites links:

- https://www.pau.edu/msrlibrary/lib_docs/manual_pgs_501.pdf

- Syllabus.pdf (pau.edu)

- 9 Important Technical Writing Skills to Know (2022) (whatfix.com)

The mapping of PO/PSO/CO attainment is as follows:

CO/PO/ PSO	PO1	PO2	PO3	PO4	PO5	PO6	PO7	PO8	PO9	PO 10	PO 11	PO 12	PSO1	PSO2	PSO3
CO1	1	2	3	-	3	2	3	2	-	3	2	3	1	2	1
CO2	-	3	2	3	1	2	3	2	3	2	3	2	-	2	1
CO3	3	2	3	1	2	1	1	2	3	2	3	2	2	-	1
CO4	3	2	3	3	2	2	3	2	3	2	3	2	2	-	1
Average	1.75	2.25	2.75	1.75	2	1.75	2.5	2	2.25	2.25	2.75	2.25	1.25	1	1

The correlation levels are: "1" – Low Correlation, "2" – Medium Correlation, "3" – High Correlation and "-" indicates there is no correlation.

Total Number of Course	5
Number of Theory Course	2/3
Number of Theory/Practical	½
Number of Practical Course	1
Total Number of Credits	14/15

ACADEMIC INSTURCTIONS

Attendance Requirements

A student shall have to attend 75% of the scheduled periods in each course in a semester; otherwise, he / she shall not be allowed to appear in that course in the University examination and shall be detained in the course(s). The University may condone attendance shortage in special circumstances (as specified by the Guru Kashi University authorities). A student detained in the course(s) would be allowed to appear in the subsequent university examination(s) only on having completed the attendance in the program, when the program is offered in a regular semester(s) or otherwise as per the rules.

Assessment of a course

Each course shall be assessed out of 100 marks. The distribution of these 100 marks is given in subsequent sub sections (as applicable).

		Internal (50)					External (50)	Total
Components	**Attendance**	**Assignment**			**MST1**	**MST2**	**ETE**	
		A1	A2	A3				
Weightage	10	10	10	10	30	30	50	
Average Weightage	10	10			30		50	100

Passing Criteria

The students have to pass both in internal and external examinations. The minimum passing marks to clear in examination is 40% of the total marks.