

Detailed Course Scheme
BA LL.B.
(Five years integrated Law programme)

Semester VI
(2024-2029)

DOC202510080007



RNB GLOBAL UNIVERSITY
RNB Global City, Ganganagar Road,
Bikaner, Rajasthan 334601.

OVERVIEW

RNB Global University follows Semester System along with Choice Based Credit System as per latest guidelines of University Grants Commission (UGC). Accordingly, each academic year is divided into two semesters, **Odd (July-December) and Even (January-June)**. Also, the university follows a system of continuous evaluation along with regular updating in course curricula and teaching pedagogy.

The curriculum for BALL.B. program for Even (January-June) Semester, 2027 along with Examination pattern is as follows:

Semester –VI

S. No.	Course Code	Course Name	L	T	P	Credits
1.	BBLC35351	Company Laws	4	1	0	5
2.	BBLC35352	Civil Procedure Code & Limitation Act, 1963	4	1	0	5
3.	BAGC33352	Perspectives on Public Administration	4	1	0	5
4.	BCHE21019	Insurance & Risk Management	4	1	0	5
5.	BBLC35350	Labor Laws II	4	1	0	5
6.	SEC077014	Moot Court -Interviewing Techniques	2	0	2	2
7.	SEC077006	Ability & Skill Enhancement -VI	2	0	0	2
8.	WHNN9900 0	Workshops/ Seminars/ Social Service/ Human values/ NCC/ NSS	-	-	-	1
Total			24	5	2	31

EVALUATION SCHEME

The evaluation of the BA LL.B. program would be based on Internal and External Assessments. Internal Assessment would consist of 50% of the marks (50 marks) and external assessment (in form of End Term Exam) would consist of remaining 50% marks (50 marks). Detailed scheme of Internal and External Assessments as follows:

Internal Assessment

Type	Details	Marks
Mid Term	Two Mid-term Sessional of 15 marks each (15+15)	30
Marks obtained in various Tests, Assignments, Presentations, Quiz, Tutorials, etc.	Average of marks obtained	15
Attendance	75%+: 5 marks	5
TOTAL	50	

External Assessment

Type	Marks
Theory	50

EVALUATION SCHEME- WORKSHOPS & SEMINARS &NCC/NSS

1. NCC/NSS will be completed from Semester I – Semester IV. It will be evaluated internally by the institute. The credit for this will be given at the end of Semester.
2. The students have to join club/clubs with the active participation in different activities of club. The students would be continuously assessed from Semester-I to Semester-IV and credits and marks would be given after the end of Semester.

1. Vision

Vision of Department of Law is to be established as advanced studies and research and skill-based center for students and scholars.

2. Mission

Mission of Department of Law is to cultivate a scholarly mindset and analytical abilities in students, as well as train them in legal sphere, to reach the profession's daunting needs by providing dynamic knowledge in the field of law.

3. Program Educational Objectives(PEO's)

PEO1-Professional Development: To develop deep knowledge of the field through a flexible, research and industry-oriented curriculum designed to meet the current demand of academia and industry.

PEO2-Core Proficiency: To identify, formulate, comprehend, analyse, design and solve societal and legal problems with hands on experience in various rules and regulations using modern tools to satisfy the needs of society and the industry.

PEO3- Technical Accomplishments: To acquire techno-economic aptitude and apply the acquired practical skills and broad legal training for better reach.

4. Program Outcomes (PO's)

Law Graduates will be able to:

P01. Legal, political and social knowledge: Apply knowledge to the complex Socio-legal problems.

P02. Problem analysis: Identify and analyse challenging issues in society at national or international level. Inculcate values of rights and duties, and transfer these values to real-life through legal and judicial process for promoting community welfare.

P03. Conduct investigations of complex problems: Use research-based knowledge and research methodologies to obtain reliable outcomes and develop socio-legal research skills & legal reasoning and apply it during programme & in practice.

P04. Relation with society: Interpret and analyse the legal, social and political problems and work towards finding solutions to the problems by application of laws and regulations.

P05. Environment and sustainability: Understand the impact of the professional, legal solutions in societal & environmental contexts, and demonstrate the knowledge of and need for sustainable development.

P06. Professional Ethics: Apply principles of professional ethics of respective profession.

P07. Leadership skills: Develop leadership qualities amongst students.

P08. Communication: Communicate effectively with the legal, social and international community. Ability to learn the art of communicating and demonstrating their skills. Projecting the facts in a way suitable and power to convince.

P09. Self-employability: Provide a platform of self-employability by developing professional skills in respective industry.

P010. Life-long Learning: Recognize the need for and have the preparation and ability to engage in independent and life-long Learning in the broader context of legal, social and political change.

5. Programme Specific Outcomes (PSO's)

Upon completion of the BA LLB Programme, the graduate will be able to

PSO1: To demonstrate knowledge and understanding of substantive & procedural laws including legislations and connected rules and regulations.

PSO2: To develop the skill of drafting or art of framing complaints, petitions, writs, letters, using proper English format with clarity. Analyzing social problems and understanding social dynamics.

PSO3: To function in multi-disciplinary work environment, good interpersonal skills as a leader in a team in appreciation of professional ethics and societal responsibilities.

6. Course outcomes

Course Code and course name	After completion of these courses students should be able to
BBLC35351 - Company Laws	<p>C01: Tell the legal framework to be adopted in the day-to-day functions of the company.</p> <p>C02: Explain the various facets of Company Law such as Meeting of the Board and its Powers, Special Frauds Investigation Office, Compromise, Arrangement and Amalgamations of Companies, Prevention of Oppression of minority shareholders and Mismanagement of the company.</p> <p>C03: Plan the form & run the company & winding up of the Companies.</p> <p>C04: Examine the various provisions of companies act 2013.</p> <p>C05: Explain the importance of Companies Act 2013.</p>
BBLC35352 – Civil Procedure Code & Limitation Act, 1963	<p>C01: Know the detail procedure for redressal of civil rights.</p> <p>C02: Understand the preliminary issues involved in civil procedure.</p> <p>C03: Identify the order, purpose and content of major pleadings in Magistrate's and High courts.</p> <p>C04: Analyse and evaluate information from statutes, case-laws and other source materials.</p> <p>C05: Explain where the suit is to be filed and the essential forms and procedure for institution of suit.</p>
BAGC33352 - Perspectives on Public Administration	<p>C01: Define the Public Administration and evolution of the subject as systematic study of Public Administration.</p> <p>C02: Analyse the relevance of Public Administration and its operation with respect to India.</p> <p>C03: Identify theory of the Public Administration.</p> <p>C04: Compare between Public Administration, New Public Administration, and new Public Management.</p> <p>C05: Evaluate the Decision making, Leadership and Communication meaning, importance and methods of effective coordination.</p>
BCHE21019 - Insurance & Risk Management	<p>C01: What is International Relation and Approaches to the Study of Insurance & Risk Management.</p> <p>C02: Classify the mutual relationship of India and the World has to be understood with Envisaged role of the UN and actual record.</p> <p>C03: Develop the understanding about the UN agencies-aims and functioning; need for UN reforms shall be discussed.</p> <p>C04: Examine India's Political Policies and shall be discussed along with India's Foreign Policy.</p> <p>C05: Determine the India and the UN System, vision of a new world</p>

	order.
BBLC35350 - Labour Laws II	<p>C01: Demonstrate an advanced understanding of the industrial laws which regulate workers conditions.</p> <p>C02: Outline the important causes & impact of industrial disputes</p> <p>C03: Identify the changes required under the law with reference to its current need in the society.</p> <p>C04: Discover all the related aspects of labour law that are practices in India.</p> <p>C05: Interpret the laws related to working conditions in different settings.</p>
SEC077014 – Moot Court - Interviewing Techniques	<p>C01: Demonstrate the ability to work in teams and develop the cooperative nature essential for the legal practice.</p> <p>C02: Interview clients and advise them on procedural aspects of litigation, costs and possible legal and social consequences, etc.</p> <p>C03: Discover the practical skills of research, case analyses and strategy, witness handling, presentation of arguments at the trial and appellate stages of a case, and to draft and prepare the relevant documents pertaining to Moot Court, Mock Trial and Internship.</p> <p>C04: Take part in trial advocacy, i.e., case analysis, client interviewing and advise, how to conduct examination-in-chief and cross-examination of witnesses, preparation and presentation of arguments on facts and law in the trial courts.</p> <p>C05: Improve skill in advocacy, legal research and writing skills.</p>
SEC077006 - Ability & Skill Enhancement -VI	<p>C01: Learn about verbal reasoning & English aptitude</p> <p>C02: Develop a winning attitude</p> <p>C03: Learn the ways to understand news and be a journalist.</p> <p>C04: Learn the ability to prepare reports on major national and international news.</p> <p>C05: Conduct chat shows, panel discussions, parliamentary debates etc.</p>

7. CO PO Mapping

BBLC35351	PO1	PO2	PO3	PO4	PO5	PO6	PO7	PO8	PO9	PO10
CO1	3	2	3	2	2	3	2	1		3
CO2	3	2	2	2	3	3	3		3	3
CO3	3	3	2	3	1			3	3	3
CO4	3	2	1	2	1	2	2	3	1	3
CO5	3	2	2	2	3	3	3	1	3	3

BBLC35352	PO1	PO2	PO3	PO4	PO5	PO6	PO7	PO8	PO9	PO10
CO1	3	2	2	2		2		2		3
CO2	2		2	2	2	2		2	2	3
CO3	3		2	2		3	3		2	3
CO4	3	3	3	3		2	2			3
CO5	2	3	2		3	2	3	3	3	

BAGC33352	PO1	PO2	PO3	PO4	PO5	PO6	PO7	PO8	PO9	PO10
CO1	3	3	3	3	3	3	2	3	3	3
CO2	2	3	3	3	3	3	3	3	3	3
CO3	2	2	3	3	3	2	3	3	3	2
CO4	3	3	2	2	2	3	3	2	2	2
CO5	3	3	2	2	2	2	2	2	2	3

BCHE2101 9	PO1	PO2	PO3	PO4	PO5	PO6	PO7	PO8	PO9	PO10
CO1	3	3	3	3	2	3	3	3	3	3
CO2	2	3	2	2	3	2	3	3	3	3
CO3	3	3	3	3	3	3	3	3	2	3
CO4	3	3	2	3	2	2	2	2	2	1
CO5	2	2	3	2	3	3	2	2	3	3

BBLC35350	PO1	PO2	PO3	PO4	PO5	PO6	PO7	PO8	PO9	PO10
CO1	2	3	2	2	2	2	2	2	2	2
CO2	2	2	3	2	1	2	2	2	1	3
CO3	3	2	3	3	2	2	2	2	3	1
CO4	2	3	2	1	2	2	3	2	3	3
CO5	2	3	2	2	3	2	2	2	2	2

SEC07701 4	P01	P02	P03	P04	P05	P06	P07	P08	P09	P010
C01	1	1	2	2	1	2	2	3	2	2
C02	2	2	2	2	1	2	3	3	2	2
C03	3	3	3	2	2	3	3	2	2	2
C04	2	3	2	3	3	2	2	2	2	3
C05	3	2	3	2	3	2	2	2	2	2

SEC077006	P01	P02	P03	P04	P05	P06	P07	P08	P09	P010
C01	2	2	2	3	2	3		3	1	3
C02	2	2	3	2	2	2		2	3	3
C03	2	2			3	2		3	2	3
C04	2	2	3	3	2	2		2	3	3
C05	3	3	2	3	3	2	3	3	2	2

8. Curriculum

Course Name: Company Laws

Course Code: BBLC35351

Course Objective

To provide a comprehensive understanding of corporate legal frameworks, including company formation, governance, compliance, and regulatory requirements. This course equips students with the knowledge to navigate corporate laws and ensure legal adherence in business operations. To provide a comprehensive understanding of corporate legal frameworks, including company formation, governance, compliance, and regulatory requirements. This course equips students with the knowledge to navigate corporate laws and ensure legal adherence in business operations

Course Outline

Unit I: Formation, Nature and kinds of company

- a) Meaning of Corporation
- b) Registration and Incorporation of Company
- c) Nature and kinds of company
- d) Promoters: Position duties and liabilities
- e) Mode and consequences of incorporation
- f) Uses and abuses of the corporate formation
- g) Lifting of corporate veil
- h) Registration and Incorporation of Company

Decided cases:

1. *Erlanger v. New Sombrero Phosphate Co.* (1878) 3 AC 1218: (1874-80) All ER Rep. 271
 2. *Salomon v. Salomon & Co., Ltd.* (1897) A.C. 22 (H.L.): (1895-95) All ER Rep. 33 14
 3. *State Trading Corporation v. CTO*, AIR 1963 SC 811 20
 4. *TELCO v. State of Bihar*, AIR 1965 SC 40 26
 5. *R.C. Cooper v. Union of India* (1970) 3 SCR 530
 6. *Daimler Co., Ltd. v. Continental Tyre and Rubber Co. (Great Britain), Ltd.*, 1916 AC 307 : (1916-17) All ER Rep. 191 32
 7. *Lee v. Lee's Air Farming, Ltd.* (1960) 3 All E.R. 420 42
 8. *In re Sir Dinshaw Maneckjee Petit*, AIR 1927 Bom. 371 51
 9. *CIT v. Meenakshi Mills Ltd.*, AIR 1967 SC 819: (1967) 1 SCR 934 64
 10. *Workmen v. Associated Rubber Industries Ltd.* (1985) 4 SCC 114: (1986) 59 Comp. Cas. 134 (SC) 68
 11. *Gilford Motor Co., Ltd. v. Horne* (1933) 1 Ch. 935 71
 12. *Subhra Mukherjee v. Bharat Coking Coal Ltd.* (2000) 3 SCC 312 78 12.
 13. *Kapila Hingorani v. State of Bihar* (2003) 6 SCC 1
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- i) Memorandum of Association, Alteration and the doctrine of ultra vires
 - j) Articles of Association
 - k) Memorandum of Association,
 - l) Binding nature, alteration, relation with memorandum of Association

m) Doctrine of Constructive Notice and Indoor Management-exceptions

Decided cases

14. *Ashbury Railway Carriage and Iron Co. Ltd. v. Riche* (1875) L.R.7 H.L.: (1874-80) All ER Rep. 2219 (HL) 91
15. *Cotman v. Brougham*, (1918-19) All ER Rep. 265 (HL) 101
16. *In re (Jon) Beuforte (London) Ltd.* (1953) Ch. 131 107
17. *Bell Houses, Ltd. v. City Wall Properties, Ltd.* (1966) 2 All E.R.674 111
18. *Re Introductions, Ltd., Introductions, Ltd. v. National Provincial Bank Ltd.* (1969) 1 All ER 887 121
19. *Dr. A. Lakshmanaswami Mudaliar v. Life Insurance Corporation of India*, AIR 1963 SC 1185
20. *Royal British Bank v. Turquand* (1856) 119 ER 886 : (1843-60) All ER Rep. 435 130
21. *Freeman & Lockyer (A Firm) v. Buckhurst Park Properties (Mangal) Ltd.* (1964) 1 All ER 630 133
22. *Kotla Venkataswamy v. Chinta Ramamurthy*, AIR 1934 Mad. 579

Unit II: Capital Formation and Regulation

- a) Prospectus: Issues, contents, kinds ,
- b) Liabilities for misstatement
- c) Statement in lieu of prospectus
- d) The nature and classification of company securities
- e) Shares and general principles of allotment
- f) Statutory share certificate, its objects and effects
- g) Transfer of shares, restriction of transfer
- h) Issue of share at premium
- i) Types of share capital
- j) Reduction of types of share capital
- k) Conversion of loans and debentures into capital
- l) Duties of court to protect interests of creditors and shareholders.

Unit III: Corporate Administrations

- a) Directors – Kinds
- b) Powers and Duties
- c) Managing Director and other managerial personnel.
- d) General Meetings
- e) Types / Kinds of Meetings
- f) Essential Conditions of a Valid Meeting
- g) Procedure for Calling Company Meetings
- h) Prevention of Oppression and Mismanagement
- i) Protection of Minority Shareholders
- j) Powers of Tribunal and Central Government
- k) Prevention of Oppression and Mismanagement
- l) Class Action Suit

Decided cases

22. *Percival v. Wright* (1902) 2 Ch. 421 146
23. *Burland v. Earle* (1902) AC 83 : (1900-03) All ER Rep. 1452 150
24. *City Equitable Fire Insurance Co., Re* (1925) Ch. 407
25. *Regal (Hastings) Ltd. v. Gulliver* (1967) 2 A.C. 134 (HL) 157
26. *Industrial Development Consultants Ltd. v. Cooley* (1972) 1 WLR 443 175

27. Standard Chartered Bank v. Pakistan National Shipping Cop. (2003) 1 All ER 173 (HL)
28. Foss v. Harbottle Rule - Exceptions – acts ultra vires, fraud on minority, acts requiring special majority, wrongdoers in control, etc.
29. Foss v. Harbottle (1843) 2 Hare 461: (1843) 67 ER 189 191
30. H.R. Harmer Ltd., Re (1958) 3 All E.R. 689
31. Scottish Co-operative Wholesale Society, Ltd. v. Meyer 1959 AC 324
32. Shanti Prasad Jain v. Kalinga Tubes Ltd., AIR 1965 SC 1535 212
33. Rajahmundry Electric Supply Corporation Ltd. v. A. Nageshwara Rao, AIR 1956 SC 213 228
34. Bharat Insurance Co. Ltd. v. Kanhaiya Lal, AIR 1935 Lah. 792 232
35. Needle Industries (India) Ltd. v. Needle Industries Newey (India) Holdings Ltd., AIR 1981 SC 1298
36. M.S.D.C. Radharamanan v. M.S.D. Chandrasekara Raqja (2008) 6 SCC 750: AIR 2008 SC 1738

Unit IV: Winding up of Companies, Adjudicatory Bodies and Corporate Social Responsibility

- a) Modes of Winding up
- b) Winding up by the Tribunal
- c) Voluntary winding
- d) Grounds and Procedure

Decided cases

37. German Date Coffee Co., In Re (1882) 20 Ch. D. 169
38. Seth Mohan Lal v. Grain Chambers Ltd., AIR 1968 SC 772
39. Aluminum Corporation of India Ltd. v. M/s. Lakshmi Rattan Cotton Mills Co. Ltd., AIR 1970 All. 452
40. Yenidje Tobacco Co. Ltd., Re (1916) 2 Ch. D. 169

Decided Cases

- e) Adjudicatory Bodies
- f) National Company Law Tribunal;
- g) National Company Law Appellate Tribunal – Constitution, Powers, Jurisdiction,
- h) Procedure
- i) Judicial Review
41. Madras Bar Association V. Union of India & Anr. Writ Petition (C) No. 1072 OF 2013 Decision on 14th May, 2015
- j) Corporate Social Responsibility
- k) Introduction
- l) Need for CSR
- m) Companies (Corporate Social Responsibility Policy) Rules 2014 (CSR Rules) and Schedule VII of Companies Act, 2013

Course Name: Civil Procedure Code & Limitation Act, 1963

Course Code: BBLC35352

Course Objective

The course on Civil Procedure Code (CPC) & Limitation Act, 1963 aims to provide a detailed understanding of the procedural framework governing civil litigation in India. It covers the fundamental principles of civil suits, jurisdiction, pleadings, trial procedures, execution of decrees, and appeals.

Additionally, the course delves into the Limitation Act, 1963, which prescribes time limits for filing suits and legal proceedings, ensuring efficiency and certainty in the judicial process. By studying these laws, students will develop the ability to analyze procedural requirements,

apply legal provisions effectively, and understand the consequences of non-compliance with statutory timelines.

Course Outline

Unit-I: Introduction

- a) Definitions:
 - i. Decree
 - ii. Judgment
 - iii. Order
 - iv. Foreign Court
 - v. Foreign Judgment
 - vi. Mesne-Profits
 - vii. Affidavit
 - viii. Suit
 - ix. Complaint
 - x. Written Statement
- b) Important Concepts:
 - i. Res Sub-Judice
 - ii. Resjudicata
 - iii. Restitution
 - iv. Caveat
 - v. Inherent Powers of Courts
- c) Execution of Judgment and Decree

Leading Cases: -

1. *Gundaji Satwaji Shinde v. Ram Chandra Bhikaji Joshi*, AIR 1979 SC 653 1
2. *Indian Bank v. Maharashtra State Cooperative Marketing Federation Ltd*, AIR 1998 SC 1952 13
3. *Iftikhar Ahmed v. Syed Meharban Ali*, AIR 1974 SC 749 16
4. *State of U.P. v. Nawab Hussain*, AIR 1977 SC 1680 20
5. *C.A. Balakrishnan v. Commissioner Corporation of Madras*, AIR 2003 Mad. 170
6. *Chunilal V. Mehta v. Century Spinning and Manufacturing Co. Ltd.*, AIR 1962 SC 1314 31
7. *Koppi Setty v. Ratnam v. Pamarti Venka* 2009 RLR 27 (NSC) 38

Unit-II: Initial Steps in a Suit

- a) Jurisdiction and Place of Suing
- b) Institution of Suit
- c) Pleadings: Meaning, Object, General rules, Amendment of Pleadings
- d) Complaint and Written Statement h) Appearance and Non-Appearance of Parties

Leading Cases: -

8. *Gill & Co. v. Bimla Kumari*, 1986 RLR 370
9. *Haridas Das v. Smt. Usha Rani Banik*, 2006 (3) SCALE 287
10. *Mahant Ram Dass v. Mahant Ganga Dass*, AIR 1961 S.C. 882
11. *Jai Jai Ram Manohar Lal v. National Building Material Supply Co.*, AIR 1969 S.C. 1267 59
12. *M/s Ganesh Trading Co. v. Moji Ram*, AIR 1978 SC 484 63
13. *Dalip Kaur v. Major Singh*, AIR 1996 P & H 107 68

Unit-III: Interim Orders

- a) Commissions
- b) Receiver
- c) Temporary Injunctions
- d) Summary Procedure
- e) Suits by Indigent persons
- f) Inter-pleader Suit

Leading Cases:-

- 14. *B.K. Narayana Pillai v. Parameswaran Pillai*, (2000) 1 SCC 712
- 15. *Saleem Bhai v. State of Maharashtra*, AIR 2003 SC 759
- 16. *Sangram Singh v. Election Tribunal*, AIR 1955 SC 425 75
- 17. *Rajni Kumar v. Suresh Kumar Malhotra*, 2003 (3) SCALE 434 86
- 18. *Bhanu Kumar Jain v. Archana Kumar*, AIR 2005 SC 626
- 19. *Santosh Kumar v. Bhai Mool Singh*, AIR 1958 S.C. 321 97

Unit-IV: Appeal, Reference, Review and Revision

- a) Appeals from Original Decree
- b) Appeals from Appellate Decrees
- c) General Provisions relating to Appeals
- d) Reference to High Court
- e) Review
- f) Revision

Leading Cases :-

- 20. *M/s Mechalec Engineers and Manufacturers v. Basic Equipment Corporation*, AIR 1977 SC 577
- 21. *ONGC Ltd. v. State Bank of India*, AIR 2000 SC 2548
- 22. *Manohar Lal v. Seth Hira Lal* AIR 1962 SC 527
- 23. *Dalpat Kaur v. Prahlad Singh*, AIR 1993 SC 276

Unit-V: Limitation Act, 1963

- a) Procedural Law: Section 5;
- b) Condonation of Delay, ss. 6-9;
- c) Legal Disability, ss. 14-15;
- d) Exclusion of Time of Proceeding in Good Faith in Wrong Court, ss. 18-19;
- e) Acknowledgement ii Substantive Law: S25;
- f) Law of Prescription and s. 27
- g) Adverse Possession, s. 29;
- h) Saving Clause.

PSDA (Professional Skill Development)

Judgment Writing Court Visit Preparation of Pleadings Group Discussions

Suggested Readings:

- 1. Dinshaw Fardauzi Mulla, *Mulla's Code of Civil Procedure*, Lexis Nexis (18thEdn)
- 2. Sudipto Sarkar & V.R. Manohar, *Sarkar's Code of Civil Procedure* (2 Vols), Lexis Nexis India (11thEdn)

3. *Universal's Code of Civil Procedure*, 1908 (Bare Act)
4. C.K. Takwani, *Code of Civil Procedure*, Eastern Book Company, 2010
5. M.R. Malik, Ganguly's *Civil Court, Practice and Procedure*, Eastern Law House, 2012.
6. M.P. Tandon, *Code of Civil Procedure*, Allahabad Law Agency, 2005

Course Name: Perspectives on Public Administration
Course Code: BAGC33352

Course objective

This course aims to provide students with a comprehensive understanding of the theories, principles, and evolving perspectives in public administration. It explores classical and contemporary approaches to governance, policy-making, and bureaucratic management while analyzing the role of public administration in democratic societies. Through critical discussions, case studies, and comparative analyses, students will develop analytical and problem-solving skills to address complex public sector challenges and contribute effectively to policy implementation and institutional reform.

Course Outline

Unit I: Public Administration:

1. Meaning, Nature, Scope and Significance. Evolution of Public Administration.
2. Public and Private Administration: Similarities and Dissimilarities.
3. Public Administration as an Art and Science.
4. Relationship of Public Administration with Political Science, Sociology and Economics.
5. New Public Administration: New Public Management
- 6.

Unit II: Principles of Organization:

1. Hierarchy, Unity of Command, and Span of Control,
2. Centralization: Meaning, merits & demerits
3. Decentralization: Meaning, merits & demerits
4. Delegation: meaning, need, elements and hindrances
5. Supervision: meaning, need and methods of supervision
6. Authority and Responsibility

Unit III: Forms of Organization:

1. Forms of Organization:
2. Meaning, Elements and Basis of Organization.
3. Formal and Informal Organization: Meaning, Significance.
4. Difference between Formal and Informal Organization
5. Theories of Organization: Brief introduction of Scientific Management Theory, Human Relations Theory Bureaucratic Theory

Unit IV: Decision making:

1. Meaning, types and functions
2. Leadership: meaning, types and functions
3. Communication: meaning, importance and types
4. Coordination: meaning, importance and methods of effective coordination

Suggested Readings

1. Arora, K., 2006, Public Administration in India – Tradition, Trends and transformation, Paragon International Publishers, New Delhi.
2. Arora. K. Ramesh, 2001. People Centred Administration, Aalekh Publishers, Jaipur.
3. Bhagawan, Vishnu Bushan; Vidya - Public Administration, S. Chand and Company New Delhi. 1994
4. Avasthi and Maheswari - Public Administration, Laxmi Narayan Agarwal, 2000.
5. Sharma, M.P. - Public Administration (Theory Concept), KitabMehal Allahabad 2007.
6. Maheshwari, Sriram – Administrative Theory, Mcmilan New Delhi, 2009.
7. Fadia&Fadia - Public Administration, SahityaBhawan Publication Agra, 2007.
8. Tyagi, A.R. - Principles & Practice of Public Administration 1987.
9. Chakrabarty, Bidyut and Chand; Prakash, Public Administration in a Globalizing World: Theories and Practices, Sage, New Delhi, 2012.
10. Srivastava, Smita Theory and Practice of Public Administration, Pearson, 2011.
11. Singh, Hoshiar and Sachdeva; Pradeep, Public Administration Through Practice, Pearson, 2010.
12. Basu; Rumki, Public Administration (Concepts and theories) Sterling Publishers, New Delhi 1994

Course Name: Insurance & Risk Management
Course Code: BCHE21019

Course objective

This course aims to equip students with a foundational understanding of key theories, concepts, and contemporary issues in Insurance & Risk Management. It explores the dynamics of global politics, diplomacy, security, international organizations, and economic interdependence. By analysing historical and current international events, students will develop critical thinking and analytical skills to assess global challenges, foreign policy decisions, and the impact of international cooperation and conflict on global stability.

Course Outline**Unit I: Globalization: Responses from developed and developing societies.**

- (a) Approaches to the Study of Insurance & Risk Management: Idealist, Realist, Marxist, Functionalist and Systems theory.
- (b) Key concepts in Insurance & Risk Management: National interest, Security and power; Balance of power and deterrence; Transnational actors and collective security; World capitalist economy and globalisation.
- (c) Changing International Political Order:
- (d) Rise of super powers; strategic and ideological Bipolarity, arms race and Cold War; nuclear threat;
- (e) Non-aligned movement: Aims and achievements;
- (f) Collapse of the Soviet Union; Unipolarity and American hegemony; relevance of non-alignment in the contemporary world.

Unit II: India and the World

- (a) Evolution of the International Economic System: From Brettonwoods to WTO; Socialist economies and the CMEA (Council for Mutual Economic Assistance); Third World demand for new international economic order; Globalization of the world economy.
- (b) Envisaged role of the UN and actual record; specialized UN agencies-aims and functioning; need for UN reforms.
- (c) Regionalization of World Politics: EU, ASEAN, APEC, SAARC, NAFTA.
- (d) Contemporary Global Concerns: Democracy, human rights, environment, gender justice, terrorism, nuclear proliferation.

Unit III: India and the Political Policies:

- (a) Indian Foreign Policy: Determinants of foreign policy; institutions of policy-making; continuity and change.
- (b) India's Contribution to the Non-Alignment Movement: Different phases; current role.
- (c) India and South Asia:
- (d) Regional Co-operation: SAARC – past performance and future prospects.
- (e) South Asia as a Free Trade Area.
- (f) India's "Look East" policy.
- (g) Impediments to regional co-operation: river water disputes; illegal cross-border migration; ethnic conflicts and insurgencies; border disputes.
- (h) India and the Global South: Relations with Africa and Latin America; leadership role in the demand for NIEO and WTO negotiations.

Unit-IV: India and the UN System

- (a) India and the Global Centres of Power: USA, EU, Japan, China and Russia.
- (b) India and the UN System: Role in UN Peace-keeping; demand for Permanent Seat in the Security Council.
- (c) India and the Nuclear Question: Changing perceptions and policy.
- (d) Recent developments in Indian Foreign policy: India's position on the recent crisis in Afghanistan, Iraq and West Asia, growing relations with US and Israel; vision of a new world order.

Course Name: Labour Law-II**Course Code: BBLC35350****Course objective**

The course on Labour Law-II focuses on the legal framework governing industrial relations, social security, and the rights of workers in India. It provides an in-depth study of key legislations, including laws on trade unions, industrial disputes, employee compensation, provident funds, and maternity benefits.

Students will learn about dispute resolution mechanisms, collective bargaining, and the role of labor courts and tribunals in ensuring fair labor practices. The course aims to equip students with the knowledge to analyse labor laws, protect workers' rights, and ensure compliance with employment regulations in various industries.

Course Outline

Unit-I: The Minimum Wages Act, 1948

- a) Introduction of the subject
 - b) Concept of Minimum Wage, Fair Wage, Living Wage and Need Based Minimum Wage
 - c) Constitutional Validity of the Minimum Wages Act, 1948
 - d) Procedure for Fixation and Revision of Minimum Wages
 - e) Fixation of Minimum Rates of Wage by Time Rate or by Piece Rate
 - f) Procedure for Hearing and Deciding Claims
1. *The Edward Mills Co. Ltd., Beawar vs The State Of Ajmer And Another*, 1955 AIR 25 : 1955 SCR (1) 735
 2. *Bijay Cotton Mills Ltd vs The State Of Ajmer*, 1955 AIR 33, 1955 SCR (1) 752
 3. *Express Newspaper Ltd. & others v. Union of India & others*. A. I R. 1958 S. C. 578.
 4. *Messrs. Crown Aluminium Works vs Their Workmen*, 1958 AIR 30, 1958 SCR 651
 5. *People'S Union For Democratic vs Union Of India & Others*, 1982 AIR 1473, 1983 SCR (1) 456
 6. *Chandra Bhavan Boarding vs The State of Mysore and anr.*, 1970 AIR 2042, 1970 SCR (2) 600
 7. *Bidi, Bidi Leaves vs The State of Bombay*, 1962 AIR 486, 1962 SCR Supl. (1) 381
 8. Equivalent citations: 1962 AIR 486, 1962 SCR Supl. (1) 381

Unit-II: The Payment of Wages Act, 1936

- a) Object, Scope and Application of the Act
 - b) Definition of Wage
 - c) Responsibility for Payment of Wages
 - d) Fixation of Wage Period
 - e) Time of Payment of Wage
 - f) Deductions which may be made from Wages
 - g) Maximum Amount of Deduction
9. *Balaram Abaji Patil and ors. vs M.C. Ragojiwalla and anr.* AIR 1961 Bom 59, 1961 BomCR Cri, (1960) 62 BOMLR 807.
 10. *The Central Bank of India Ltd. Vs. P.S. Rajagopalan* [1963] INSC 109 (19 April 1963)
 11. *Express Newspapers (P) Ltd. Vs. Michael Mark & anr* [1962] INSC 215; Air 1963 Sc 1141

Unit-III: The Factories Act, 1948

- a) Approval, Licensing and Registration of Factories
 - b) Concept of "Factory", "Manufacturing Process", "Worker", and "Occupier"
 - c) General Duties of Occupier
 - d) Measures to be taken in Factories for Health, Safety and Welfare of Workers
 - e) Working Hours of Adults
 - f) Employment of Young Person and Children
 - g) Annual Leave with Wages
 - h) Additional Provisions Regulating Employment of Women in Factory
12. *Lal Bavta Hotel Aur Bakery Mazdoor vs Ritz Private Limited, A Company* 2007 (5) Bom CR 456, (2007) IILLJ 201 Bom, 2007 (3) Mh L J 426.
 13. *Lal Mohammad v. Indian Railway Construction Co Ltd*, 1998 Supp (3) SCR 343
 14. *New Taj Mahal café Ltd. V. Inspector of Factories*, (1956) 1 L.L.J.273
 15. *V.P. Gopala Rao v. Public Prosecutor*, A.I.R. (1970) S.C. 66

16. *Employers' Assn. of Northern India v. Secretary of Labour*, A.I.R. (1952) All. 109

Unit-IV: The Employee's Compensation Act, 1923 [C 45]

- a) Definition of Dependant, Workman, Partial Disablement and Total Disablement
- b) Employer's Liability for Compensation
 - i. Scope of Arising out of and in the Course of Employment
 - ii. Doctrine of Notional Extension
 - iii. When Employer is not liable
- c) Employer's Liability when Contract or is engaged
- d) Amount of Compensation
- e) Distribution of Compensation
- f) Procedure in Proceedings before Commissioner
- g) Appeals
- h) Retirement Benefits
 - i. Employee's Provident fund and miscellaneous provisions Act, 1952
 - ii. Employees' Pension Scheme, 1995 and Family Pension Scheme
 - iii. Social Security for the unorganized Sector

17. *B. E. S. T. Undertaking Bombay v. Mrs. Agens* A. I. R. 1964 S. C. 193.

18. *D. S. Nakara v. Union of India* A. I. R. 1983 S. C. 130.

19. *Saya Mills Ltd, v. Regional P. F. Commissioner*. 1985 I.L.L.J. 238 (S. C.)

PSDA (Professional Skill Development Activities)

- Document Preparation for Claim of Beneficiary Judgment Analysis
- Interaction with Workmen Visit to Authorities

Suggested Books:

- a. Indian Law Institute, *Cases and Materials on Labour Law and Labour Relations*, 1963
- 2. PL Malik, *Industrial Law*, Eastern Book Company, 2013
- 3. Dr. Goswami, *Labour and Industrial Law*, Central Law Agency, 2011
- 4. Surya Narayan Misra, *An Introduction to Labour and Industrial Law*, Allahabad Law Agency, 1978
- 5. S.C. Srivastava, *Industrial Relations and Labour Law*, Vikas Publishing House, New Delhi, 6thEdn., 2012
- 6. Chaturvedi, *Labour and Industrial Law*, Central Law Agency, 2004
- 7. S.C. Srivastava, *Commentaries on the Factories Act, 1948*, Universal Law Publishing House, Delhi, 2002
- 8. H.L. Kumar, *Workmen's Compensation Act, 192*, Universal Law Publishing, 2009

Course Name: Ability & Skill Enhancement - VI
Course Code: SEC077006

Course objective

The course on Ability & Skill Enhancement aims to develop essential cognitive, interpersonal, and professional skills necessary for personal and career growth. It focuses on critical thinking, problem-solving, communication, leadership, and adaptability to enhance overall competency. Through practical Learning, interactive sessions, and real-world applications, students will improve their creativity, emotional intelligence, and decision-making abilities. The course prepares individuals to navigate complex challenges, work efficiently in diverse environments, and achieve excellence in their personal and professional pursuits.

Course Outline – Final Assessment – Report/Presentation

Unit I: Verbal Reasoning & English Aptitude

Logical Sequence of Words, Verbal Analogy, Classification, Blood Relation Test, Syllogism, Reading Comprehension

Unit II: Winning Attitude

Attitude is the most important thing for success, how to develop a winning attitude, what is it, when we need it, what is mindset, how to have a winning and positive mindset, how to win in difficult situations, Positive thinking, passion, dedication, confidence, well preparation, focus, hard work, planning, never give up, etc. - some traits that help in developing winning attitude.

Unit III: Understanding the News

Reading Current News, Comparing & Analysing the news, Write an editorial, News Vocabulary, Presentation on any major news (political/social/sports/economics).

Unit IV: Be a Journalist

Chat Show, Panel Discussion, Parliamentary debate, News Inspired Theatrical Performance.

UnitV: Report

Preparing a report on major National/International News – Insights/review of major newspapers and news channels.

Course Name: Moot Court -Interviewing Techniques

Course Code: SEC077014

Course objective

The course on Moot Court & Interviewing Techniques aims to equip students with practical advocacy skills, legal reasoning, and effective client interaction strategies. It focuses on the fundamentals of mooting, case presentation, legal research, and courtroom etiquette.

Additionally, the course enhances students' interviewing techniques, enabling them to conduct client consultations, gather relevant information, and provide legal advice with confidence and professionalism. By integrating theoretical knowledge with practical application, students will develop strong analytical, communication, and persuasive skills essential for a successful legal career.

Course contents

Part 1- Internship Preparation

This part will require the preparation of students to be attached with practicing lawyers with a minimum of ten years standing at the Bar or with some corporate body or with the lawyer observing client dealings, drafting, conducting fact investigations, etc. (As per SIP document).

During the court visits, the students will be required to observe the following stages in cases:

Framing of charges / issues

1. Examination-in-Chief
2. Cross-examination
3. Final Arguments

In the lawyer's chamber they are required to do the following:

1. Read minimum of four case files to learn how files are prepared and maintained
2. Learn how to maintain records and accounts
3. Do legal research in at least two cases
4. Draft minimum of two documents in an ongoing case in the chamber
5. Observe client interviewing and counselling with the permission of the lawyer and clients in at least two cases

In court visits the students are required to observe the following stages and write reports of their observation in the diary:

1. Framing of charges
2. Examination-in-Chief
3. Cross-examination
4. Final arguments

The students are expected to maintain a diary of their court visits, work done during placement and their observations. In the diary, keep a log of the time spent each day including factual accounting of your experience of what you are doing, seeing and hearing. However, the diary should not be only descriptive of each day but should focus on what you learnt during the day.

- 1) What were you thinking and feeling about your experiences?

- 2) What is exciting or surprising?
- 3) What is bothering you?
- 4) What are your questions or insights about lawyering and judging?
- 5) What criticism or praise do you have for the legal system?
- 6) What else would you like to be taking place in your experience?

Please be careful that while writing your accounts you do not reveal any confidential information.

The diary should contain two parts:

- (a) the factual and analytical information about your internship; and**
- (b) two legal documents drafted by you during internship.**

The diary is an integral part of the course and you will be evaluated in terms of thoughtfulness and reflections about your Learning experience. Be sure to write the journal in your own words even if you went with another class fellow or were in a group and observed the same things.

If two students are found to have copied each other's language, both the students will be given a zero for that work.

This part will be evaluated separately for 30 marks

Part -2- Discussion on decided cases

1. Discussion of latest 6 Judgments of the Supreme Court and the High Courts
2. Methods of making briefs of judicial decisions
3. Organization of 2 Seminars on current legal topics
4. Quiz Competition
5. Debate Competition.
6. Legal Essay Writing Exercises

Comprehensive Viva shall be conducted by a board of examiners constituted by a Committee comprising of all faculty members involved in teaching Law Students. Important recent cases and any legislative changes on the subjects taught during the semester shall be discussed.

This part will be evaluated separately for 40 marks.

Part -3- Mock Court Participation

The students would be required to conduct Moot Courts in two cases, one Civil and one Criminal during the course of the semester. The students will be divided in teams of lawyers and witnesses. Each student will be required to function as a lawyer and witness in the trials being simulated in the classes. Students' performance will be evaluated on the basis of equal marks being assigned for case analysis, written submissions, Examination-in-chief, Cross-examination, and final arguments.

Participation in each moot court will be evaluated separately for 15 marks each. This part carries a total of 30 marks.

Note: The review of Syllabus happens on periodic basis for the benefit of the students. In case there are changes in curriculum due to review, students would be intimated in writing.

9. Lesson Plan

BBL35351-Company Laws

Unit	Particulars	Class No.	Pedagogy of Class
Unit-I	Introduction of the subject	C-1	Lecture
Unit-I	Meaning of Corporation	C-2	Lecture
Unit-I	Registration and Incorporation of Company	C-3	Lecture
Unit-I	Registration and Incorporation of Company -I	C-4	Lecture
	Class Room Assignment I	C-5	Class Room Assignment
Unit-I	Registration and Incorporation of Company -II	C-6	Lecture
Unit-I	Nature and kinds of the company	C-7,8	Lecture
Unit-I	Promoters - Position, duties, liabilities	C-9	Lecture
Unit-I	Activity I	C-10	Activity
Unit-I	Promoters - Position, duties, liabilities	C-11	Lecture
Unit-I	Presentation I	C-12	Presentation
Unit-I	Mode and Consequences of incorporation	C-13	Lecture
Unit-I	Uses and abuses of the corporate formation	C-14	Lecture
Unit-I	Lifting of corporate veil	C-15	Lecture
Unit-I	Registration and Incorporation of Company	C-16	Lecture
Unit-I	Memorandum of Association	C-17	Lecture
Unit-I	Alteration and doctrine of ultra vires	C-18	Lecture
Unit-I	Article of Association	C-19	Lecture
	Take Home Assignment II		Take Home Assignment
Unit-I	Binding nature & alteration of MOA & AOA	C-20	Lecture
Unit-I	Binding nature, alteration, relation with memorandum of association	C-21, 22	Lecture
Unit-I	Doctrine of Constructive Notice and Indoor Management	C-23,24	Lecture
Unit-I	Clarification class I	C-25	Clarification Class
Unit-II	Classroom Assignment II	C-26	Class Room Assignment
Unit-II	Prospectus: Issues, contents, kinds,	C-27	Lecture
Unit-II	Liabilities for misstatement	C-28	Lecture
Unit-II	Statement in lieu of prospectus	C-29	Lecture
Unit-II	The nature and classification of company securities	C-30	Lecture
Unit-II	Share certificate, its objects and effects	C-31, 32	Lecture
Unit-II	Shares and general principal of allotment	C-33	Lecture
	Take Home Assignment III		Take Home Assignment
Unit-II	Transfer of shares, restriction of transfer	C-34	Lecture
Unit-II	Issue of share at premium	C-35	Lecture
Unit-II	Types of share capital	C-36	Lecture
Unit-II	Reduction of types of share capital	C-37, 38	Lecture
Unit-II	Conversion of loans and debentures into capital	C-39, 40	Lecture
Unit-II	Duties of court to protect interests of creditors and	C-41, 42	Lecture

	shareholders		
Unit-II	Clarification class II	C-43	Clarification class
Unit-III	Presentation II	C-44	Presentation
Unit-III	Directors: Kinds, Powers and Duties	C-45, 46	Lecture
Unit-III	Managing Director and other managerial personnel	C-47, 48	Lecture
Unit-III	General meetings	C-49, 50	Lecture
Unit-III	Presentation III	C-51	Presentation
Unit-III	Types/Kinds of meetings	C-52	Lecture
Unit-III	Essential conditions of a valid meeting	C-53	Lecture
Unit-III	Procedure for calling company meetings	C-54, 55	Lecture
Unit-III	Prevention of Oppression and mismanagement	C-56, 57	Lecture
Unit-III	Classroom Assignment III	C-58	Classroom Assignment
Unit-III	Protection of Minority Shareholders	C-59, 60	Lecture
Unit-III	Powers of Tribunal and Central Government	C-61, 62	Lecture
Unit-III	Class Action Suit	C-63	Lecture
Unit-III	Clarification Class III	C-64	Clarification Class
Unit-IV	Presentation IV	C-65	Presentation
Unit-IV	Modes of Winding Up, Winding up by the Tribunal, Voluntary Winding	C-66	Lecture
Unit-IV	Grounds and Procedures	C-67	Lecture
Unit-IV	Adjudicatory Bodies	C-68	Lecture
Unit-IV	National Company Law Tribunal, Appellate Tribunal	C-69	Lecture
Unit-IV	Procedure and Judicial Review	C-70	Lecture
Unit-IV	Classroom Assignment IV	C-71	Classroom Assignment
Unit-IV	Clarification Class IV	C-72	Clarification Class
Unit-IV	Revision	C-73 – C-75	Lecture

BLC35352–Civil Procedure Code & Limitation Act, 1963

Unit	Particulars	Class No.	Pedagogy of Class
Unit-I	Introduction and Syllabus Discussion	C-1	Lecture
Unit-I	Definition of Judgement and Decree and order	C-2	Lecture
Unit-I	Definition of foreign court and Foreign Judgement	C-3	Lecture
Unit-I	Class Assignment I	C-4,5	Class Assignment
Unit-I	Definition of written statement, plaint,	C-6	Lecture
Unit-I	Child Court & Children Welfare Committee Visit	C-7	Lecture
Unit-I	Definition of mesne profit and affidavit	C-8	Lecture
Unit-I	Definition of Suit and Affidavit	C-9,10	Lecture
Unit-I	Res Subjudice	C-11,12	Lecture
Unit-I	Presentation I	C-13	Presentation
Unit-I	Res Judicata	C-14,15	Lecture
Unit-I	Restitution	C-16	Lecture
Unit-I	Caveat	C-17	Lecture
	Take Home Assignment 1		Take Home Assignment
Unit-I	Inherent Powers of Court	C-18,19	Lecture
Unit-I	Case Law	C-20	Lecture
Unit-I	Execution of Judgment and Decree	C-21,22	Lecture
Unit-I	Clarification Class I	C-23	Clarification Class
Unit-I	Case Law	C-24	Lecture
	Take Home Assignment II		Take Home Assignment
Unit-II	Jurisdiction and Place of Suing	C-25,26,27	Lecture
Unit-II	Institution of Suit	C-28,29	Lecture
Unit-II	Pleadings: Meaning, Object, General rules, Amendment of Pleadings	C-30,31	Lecture
Unit-II	Class Room Assignment II	C-32	Class Assignment
Unit-II	Pleadings: Meaning, Object, General rules, Amendment of Pleadings	C-33,34	Lecture
Unit-II	Plaint and Written Statement	C-35,36,37	Lecture
Unit-II	Presentation II	C-38	Presentation
Unit-II	Role of Freedom Fighter Mr. Shaukat Ali Usmani in Freedom Movement of India	C-39	Lecture
Unit-II	Appearance and Non-Appearance of Parties	C-40,41	Lecture
Unit-II	Plaint and Written Statement	C-42,43,44	Lecture
	Class Room Assignment III	C-45	Class Room Assignment
Unit-II	Appearance and Non-Appearance of Parties	C-46,47,48	Lecture
	Clarification Class II	C-49	Clarification Class
Unit-III	Activity I	C-50	Activity
	Take Home Assignment III		Take Home Assignment
Unit-III	Commissions	C-51	Lecture
Unit-III	Receiver	C-52	Lecture
Unit-III	Temporary Injunction	C-53,54	Lecture

Unit-III	Summary Procedure	C-55,56,57	Lecture
Unit-III	Suits by Indigent persons	C-58	Lecture
Unit-III	Inter-pleader Suit	C-59	Lecture
Unit-III	Class Room Assignment IV	C-60	Class Assignment
	Clarification Class III	C-61	Clarification Class
Unit-IV	Appeals from Original Decree and Appellate Decrees	C-62	Lecture
Unit-IV	General Provisions relating to appeals	C-63	Lecture
Unit-IV	Reference to High Court	C-64	Lecture
Unit-IV	Review Revision	C-65	Lecture
Unit-IV	Presentation III	C-66	Presentation
Unit-IV	Clarification Class IV	C-67	Clarification Class
Unit-V	Procedural Law: Section 5; & Condonation of Delay, ss. 6-9;	C-68	Lecture
Unit-V	Legal Disability, ss. 14-15; & Exclusion of Time of Proceeding in Good Faith in Wrong Court, ss. 18-19;	C-69	Lecture
Unit-V	Acknowledgement ii Substantive Law: S25; & Law of Prescription and s. 27	C-70	Lecture
Unit-V	Adverse Possession, s. 29; & Saving Clause.	C-71,72	Lecture
Unit-V	Clarification Class	C-73	Clarification Class
	Presentation IV	C-74	Presentation
Unit-V	Revision	C-75	Lecture

BAGC33352 –Perspectives on Public Administration

Unit	Particulars	Class No.	Pedagogy of Class
Unit-I	Meaning, Nature & Scope of Public Administration.	C-1	Lecture
	Take Home Assignment I		Take Home Assignment
Unit-I	Significance & Evolution of Public Administration.	C-2	Lecture
Unit-I	Public and Private Administration: Similarities	C-3,4	Lecture
Unit-I	Public Administration as an Art and Science	C-5	Lecture
Unit-I	Class Assignments I	C-6	Class Assignments
Unit-I	Relationship of Public Administration with Sociology and Economics.	C-7,8,9	Lecture
Unit-I	New Public Administration: New Public Management I	C-10	Lecture
Unit-I	New Public Administration: New Public Management II	C-11	Lecture
Unit-I	Presentation I	C-12	Presentation
Unit-I	Relationship of Public Administration with Political Science	C-13	Lecture
Unit-I	Relationship of Public Administration with Sociology and Economics	C-14	Lecture
Unit-I	New Public Administration	C-15	Lecture
Unit-I	New Public Management or NPM	C-15	Lecture
Unit-I	Clarification Class I	C-16	Lecture
	Take Home Assignment II		Take Home Assignment
Unit-II	Principles of Organization: Hierarchy	C-17	Lecture
Unit-II	Unity of Command, and Span of Control,	C-18	Lecture
Unit-II	Centralization: Meaning, merits & demerits	C-19	Lecture
Unit-II	Decentralization: Meaning, merits & demerits	C-20	Lecture
Unit-II	Delegation: meaning, need, elements and hindrances	C-21	Lecture
Unit-II	Class Assignment II	C-22	Class Assignment
Unit-II	Supervision: meaning, need and methods of supervision	C-23	Lecture
Unit-II	Authority	C-24	Lecture
Unit-II	Responsibility	C-25	Lecture
	Clarification Class II	C-26	Clarification Class
Unit-III	Forms of Organization:	C-27,28	Lecture
Unit-III	Meaning & Elements of Organization.	C-29,30,31	Lecture
Unit-III	Presentation II	C-32	Presentation
Unit-III	Formal Organization: Meaning, Significance	C-33,34	Lecture
Unit-III	Informal Organization: Meaning Significance	C-35	Lecture
Unit-III	Difference between Formal and Informal Organization	C-36	Lecture

Unit-III	Theories of Organization-I	C-37	Lecture
Unit-III	Brief introduction of Scientific Management Theory,	C-38	Lecture
Unit-III	Presentation III	C-39	Presentation
Unit-III	Brief introduction of Scientific Management Theory,	C-40	Lecture
Unit-III	Human Relations Theory	C-41,42	Lecture
Unit-III	Bureaucratic Theory	C-43	Lecture
Unit-III	Presentation IV	C-44	Presentation
Unit-IV	Clarification Class III	C-45	Clarification Class
Unit-IV	Decision making: types and functions	C-46	Lecture
Unit-IV	Leadership: meaning	C-47	Lecture
Unit-IV	Activity I	C-48	Activity
Unit-IV	Communication: meaning & importance	C-49	Lecture
Unit-IV	Class Room Assignment III	C-50	Class Room Assignment
Unit-IV	Communication: meaning & importance	C-51,52	Lecture
Unit-IV	Communication: Meaning	C-53	Lecture
Unit-IV	Communication: Types	C-54,55	Lecture
	Take Home Assignment III		Take Home Assignment
Unit-IV	Coordination: meaning	C-56	Lecture
Unit-IV	Coordination: importance	C-57	Lecture
Unit-IV	Coordination: methods of effective coordination.	C-58, 59,60,61,62,63	Lecture
Unit-IV	Clarification Class IV	C-64	Clarification Class
Unit-IV	Classroom Assignment IV	C-65	Class Room Assignment
	Revision	C-66- C-75	Lecture

BCHE21019 –Insurance & Risk Management

Unit	Particulars	Class No.	Pedagogy of Class
Unit-I	Insurance & Risk Management	C-1	Lecture
Unit-I	Approaches to the Study of Insurance & Risk Management	C-2,3	Lecture
Unit-I	Idealism in Insurance & Risk Management	C-4,5	Lecture
Unit-I	Idealism in Insurance & Risk Management	C-5	Lecture
Unit-I	Marxist approach	C-6	Lecture
	Take Home Assignment I		Take Home Assignment
Unit-I	Functionalist Approach	C-8	Lecture
Unit-I	Systems theory	C-9	Lecture
Unit-I	Key concepts in Insurance & Risk Management	C-10	Lecture
Unit-I	Balance of power and deterrence;	C-12	Lecture
Unit-I	Transnational actors and collective security;	C-13	Lecture
Unit-I	World capitalist economy and globalization	C-14	Lecture
Unit-I	Classroom Assignment I	C-15	Classroom Assignment
Unit-I	Changing International Political Order:	C-16	Lecture
Unit-I	Rise of super powers; strategic and ideological Bipolarity,	C-17	Lecture
Unit-I	Arms race and Cold War; nuclear threat	C-18	Lecture
Unit-I	Principles of Organization: Hierarchy	C-19	Lecture
Unit-I	Non-aligned movement: Aims and achievements;	C-20,21	Lecture
Unit-I	Class Room Assignment II	C-22	Class Room Assignment
Unit-I	Collapse of the Soviet Union;	C-23	Lecture
Unit-II	Clarification Class I	C-24	Clarification Class
Unit-II	India and the World	C-25	Lecture
Unit-II	Evolution of the International Economic System:	C-26	Lecture
Unit-II	Brettonwoods to WTO	C-27	Lecture
Unit-II	Socialist economies and the CMEA (Council for Mutual Economic Assistance);	C-28	Lecture
	Take Home Assignment II		Take Home Assignment
Unit-II	Third World demand for new international economic order	C-29	Lecture
Unit-II	Globalization of the world economy.	C-30	Lecture
Unit-II	Envisaged role of the UN and actual record	C-31	Lecture
Unit-II	specialized UN agencies-aims and functioning;	C-32	Lecture
Unit-II	Presentation I	C-33	Presentation
Unit-II	Regionalization of World Politics:	C-34	Lecture
Unit-II	EU ASEAN	C-35	Lecture
Unit-II	APEC	C-36	Lecture
Unit-II	SAARC	C-37	Lecture

Unit-II	Class Room Assignment III	C-38	Class Room Assignment
Unit-II	NAFTA	C-39	Lecture
Unit-II	Contemporary Global Concerns	C-40	Lecture
Unit-II	Democracy, human rights,	C-41	Lecture
Unit-II	Environment, gender justice,	C-42	Lecture
Unit-II	Terrorism, nuclear proliferation.	C-43	Lecture
	Take Home Assignment III		Take Home Assignment
Unit-II	Indian Foreign Policy: Determinants of foreign policy; Institution of Policy-Making continuity and change	C-44	Lecture
Unit-II	India's Contribution to the Non-Alignment Movement: Different phases; current role.	C-45	Lecture
Unit-II	Clarification Class II	C-46	Clarification Class
Unit-III	Indian Foreign Policy: Determinants of foreign policy	C-47,48	Lecture
Unit-III	Class Room Assignment IV	C-49	Class Assignment
Unit-III	Institutions of policy-making; continuity and change.	C-50	Lecture
Unit-III	India's Contribution to the Non-Alignment Movement	C-51,52	Lecture
Unit-III	Different phases; current role	C-53	Lecture
Unit-III	India and South Asia	C-54	Lecture
Unit-III	Regional Co-operation: SAARC – past performance and future prospects	C-55	Lecture
Unit-III	South Asia as a Free Trade Area.	C-56,57	Lecture
	Activity 1	C-58	Activity
Unit-III	India's "Look East" policy.	C-59	Lecture
Unit-III	Impediments to regional co-operation	C-60,61	Lecture
Unit-III	river water disputes; illegal cross-border migration; ethnic conflicts and insurgencies; border disputes.	C-62	Lecture
Unit-III	India and the Global South	C-63,64	Lecture
Unit-III	Presentation III	C-65	Presentation
Unit-III	Clarification Class III	C-66	Clarification Class
Unit-IV	India and the Global Centers of Power: USA	C-67	Lecture
Unit-IV	EU, Japan	C-68	Lecture
Unit-IV	China and Russia	C-69	Lecture
Unit-IV	India and the UN System: Role in UN Peace-keeping; demand for Permanent Seat in the Security Council.	C-70	Lecture
Unit-IV	India and the Nuclear Question: Changing perceptions and policy.	C-71	Lecture
Unit-IV	Recent developments in Indian Foreign policy: India's position on the recent crisis in Afghanistan, Iraq	C-72	Lecture
Unit-IV	West Asia, growing relations with US and	C-73	Lecture

	Israel		
Unit-IV	Presentation IV	C-74	Presentation
Unit-IV	Clarification Class IV	C-75	Clarification Class

BBL35350–Labour Laws II

Unit	Particulars	Class No.	Pedagogy of Class
Unit-I	The Minimum Wages Act, 1948 Concept of Minimum Wage, Fair Wage, Living Wage and Need Based Minimum Wage	C-1	Lecture
Unit-I	Classroom Assignment 1	C-2	Class Assignment
Unit-I	Bijay Cotton Mills Ltd vs The State Of Ajmer, 1955 AIR 33, 1955 SCR (1) 752	C-3	Lecture
Unit-I	Constitutional Validity of the Minimum Wages Act, 1948	C-4,5	Lecture
Unit-I	Fixation of Minimum Rates of Wage by Time Rate or by Piece Rate	C-6	Lecture
Unit-I	Procedure for Fixation and Revision of Minimum Wages' Procedure for Hearing and Deciding Claims	C-7	Lecture
Unit-I	Bidi, Bidi Leaves vs The State of Bombay, 1962 AIR 486, 1962 SCR Supl. (1) 381	C-8	Lecture
	Take Home Assignment I		Take Home Assignment
Unit-I	Bidi, Bidi Leaves vs The State of Bombay, 1962 AIR 486, 1962 SCR Supl. (1) 381	C-9	Lecture
Unit-I	New Code of wages	C-10,11	Lecture
Unit-I	Labor Law Amendment	C-12,13	Lecture
Unit-I	Types of new code of wages	C-14,15	Lecture
	Take Home Assignment II		Take Home Assignment
Unit-I	Basis of minimum wages	C-16	Lecture
Unit-I	Basis of fair wages	C-17	Lecture
Unit-I	Basis of living wages	C-18	Lecture
Unit-I	Clarification class I	C-19	Clarification class
Unit-II	Payment of wages Act, Introduction	C-20	Lecture
Unit-II	Payment of wages Act, Introduction- object and scope and applicability	C-21	Lecture
Unit-II	Classroom Assignment II	C-22	Classroom Assignment
Unit-II	Payment of Wages Act, Responsibility for payment of wages	C-23,24	Lecture
Unit-II	Payment of Wages Act- Deductions which may be from wages	C-25	Lecture
Unit-II	Payment of Wages Act- fixation of wage period	C-26	Lecture
Unit-II	Time of payment of Wages	C-27	Lecture
Unit-II	Payment of wages Act - deductions	C-28	Lecture
Unit-II	Presentation I	C-29	Presentation
Unit-II	Activity I	C-30	Activity
Unit-II	General class on summary writing of case laws	C-31	Lecture
Unit-II	CBI v. PS Rjaagopalan Case	C-32	Lecture
Unit-II	Express Newspaper Ltd. Michael mark & anr.	C-33,34,35	Lecture
Unit-II	Lal Bavta Hotel Mazdur v. Ritz Pvt. Ltd.	C-36	Lecture
Unit-II	Classroom assignment III	C-37	Class Room

			Assignment
Unit-II	New Taj Mahal ltd. Inspector of factories	C-38	Lecture
Unit-II	Edward Mills ltd. Beawar v. The State of Ajmer and Anr.	C-39	Lecture
Unit-II	Clarification Class II	C-40	Clarification Class
Unit-III	Health Provisions - Chapter III of Factories Act	C-41	Lecture
Unit-III	Welfare of workers under the Factories Act	C-42,43	Lecture
Unit-III	Presentation II	C-44	Presentation
Unit-III	Provisions for the young persons under the Factories Act	C-45	Lecture
Unit-III	Annual Leave with Wage- Sec 1-10	C-46	Lecture
Unit-III	Annual leave with wages- sec 11-25	C-47,48	Lecture
Unit-III	Clarification class III	C-49	Clarification Class
Unit-III	Class Assignment IV	C-50	Class Assignment
Unit-IV	Employees compensation Act- Objectives and scope	C-51	Lecture
Unit-IV	Employees Compensation Act applicability	C-52	Lecture
Unit-IV	Definition of dependent, worker and employer and employee	C-53	Lecture
Unit-IV	Definition of Employee	C-54	Lecture
Unit-IV	Definition of Disablement	C-55,56	Lecture
Unit-IV	Presentation II	C-57	Presentation
Unit-IV	Doctrine of Notional Extension - Introduction	C-58	Lecture
Unit-IV	Doctrine of notional extension- Sec 3	C-59	Lecture
Unit-IV	When employer is not liable	C-60	Lecture
Unit-IV	When employer is liable - Employees compensation Act	C-61	Lecture
Unit-IV	When employer is not liable under the employee's compensation Act	C-62	Lecture
Unit-IV	Presentation III	C-63	Presentation
Unit-IV	Employer's liability when contract or is engaged	C-64	Lecture
Unit-IV	scope of arising out of and in the course of employment	C-65	Lecture
Unit-IV	Amount of compensation	C-66	Lecture
Unit-IV	procedure in proceedings before the commissioner	C-67	Lecture
Unit-IV	Appeals - general introduction	C-68	Lecture
Unit-IV	Appeals in brief	C-69	Lecture
Unit-IV	Retirement Benefits-General Introduction	C-70	Lecture
Unit-IV	Presentation IV	C-71	Presentation
Unit-IV	Clarification class IV	C-72	Clarification Class
	Revision	C-73-C-75	

SEC077014– Moot Court -Interviewing Techniques

Unit	Particulars	Class No.	Pedagogy of Class
Unit-I	How to write a Complaint	C-1,2	Lecture
Unit-I	Classroom Assignment I	C-3	Classroom Assignment
Unit-I	How to write a written statement	C-4,5	Lecture
Unit-I	Activity I	C-6	Activity
Unit-I	Clarification Class I	C-7	Clarification Class
Unit-I	Classroom Assignment II	C-8	Classroom Assignment
Unit-II	How to write a rejoinder	C-9	Lecture
Unit-II	Presentation I	C-10	Presentation
Unit-II	How to write a rejoinder	C-11,12	Lecture
Unit-II	Take Home Assignment I		Take Home Assignment
Unit-II	Presentation II	C-13	Presentation
Unit-II	How to write a rejoinder	C-14	Lecture
Unit-II	Classroom Assignment III	C-15	Classroom Assignment
Unit-II	How to write a bail application	C-16,17	Lecture
Unit-II	Take Home Assignment II		Take Home Assignment
Unit-II	Presentation III	C-18	Presentation
Unit-II	How to write a bail application	C-19	Lecture
Unit-II	Clarification Class II	C-20	Clarification Class
Unit-II	Classroom Assignment II	C-21	Classroom Assignment
Unit-III	How to write a rent agreement	C-22,23	Lecture
Unit-III	Presentation IV	C-24	Presentation
Unit-III	Class Assignment IV	C-25	Class Assignment
Unit-III	How to write an article	C-26,27	Lecture
Unit-III	Take Home Assignment III		Take Home Assignment
Unit-III	How to write an article	C-28,29	Lecture
Unit-III	Clarification Class III	C-30	Clarification Class

SEC077006– Ability & Skill Enhancement -VI

Unit	Particulars	Class No.	Pedagogy of Class
Unit-I	Logical Sequence of Words, Verbal Analogy	C-1	Lecture
Unit-I	Activity I	C-2	Activity
Unit-I	Classification, Blood Relation Test, Syllogism, Reading Comprehension.	C-3	Lecture
Unit-I	Syllogism	C-4	Lecture
Unit-I	Classroom Assignment I	C-5	Classroom Assignment
Unit-I	Clarification Class I	C-6	Clarification Class
Unit-II	Take Home Assignment I		Take Home Assignment
Unit-II	Attitude is the most important thing for success	C-7,8	Lecture
Unit-II	Clarification Class II	C-9	Classroom Assignment
Unit-II	How to develop a winning attitude: what is it, when we need it	C-10,11	Lecture
Unit-II	Presentation I	C-12	Presentation
Unit-II	Take Home Assignment II		Take Home Assignment
Unit-II	How to develop a winning attitude: what is it, when we need it	C-13	Lecture
Unit-II	Classroom Assignment II	C-14	Classroom Assignment
Unit-II	What is mindset, how to have a winning and positive mindset	C-15	Lecture
Unit-II	How to win in difficult situations, Positive thinking, passion, dedication, confidence, well preparation, focus, hard work, planning, never give up, etc	C-16	Lecture
Unit-II	Some traits that help in developing winning attitude	C-17	Lecture
Unit-II	Presentation I	C-18	Presentation
Unit-II	Clarification Class III	C-19	Clarification Class
Unit-III	Classroom Assignment III	C-20	Class Assignment
Unit-III	Reading Current News, Comparing & Analysing the news	C-21	Lecture
Unit-III	Take Home Assignment III		Take Home Assignment
Unit-III	Write an editorial, News Vocabulary, Presentation on any major news (political/social/sports/economics).	C-22	Lecture
Unit-III	Clarification Class III	C-23	Clarification Class
Unit-III	Presentation III	C-24	Presentation
Unit-IV	Chat Show, Panel Discussion, Parliamentary debate, News Inspired Theatrical Performance.	C-25	Lecture
Unit-IV	Classroom Assignment IV	C-26	Lecture
Unit-IV	Clarification Class IV	C-27	Clarification Class
Unit-IV	Presentation IV	C-28	Presentation
Unit-V	Preparing a report on major National/International News – Insights/ review of major newspapers and	C-29	Lecture

	news channels.		
Unit-V	Clarification Class V	C-30	Clarification Class

Note:

This is a tentative lesson plan. The same may change from faculty to faculty as per the teaching pedagogy adopted by the faculty.

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