

**Annexure - I**

**GANPAT UNIVERSITY  
FACULTY OF MANAGEMENT STUDIES  
PROGRAM STRUCTURE WITH EFFECTIVE FROM July 2020  
BACHELOR OF BUSINESS ADMINISTRATION - BBA (LOGISTICS) - SEMESTER I TO VI**

Year	Sem.	Course Code	Course Name	Credit	Course Type	Type		
1	I	1LB01ES1	English Language Skills - I	3	B	General		
		1LB02ES2	English Language Skills - II	3	B	General		
		1LA03FOL	Fundamentals of Logistics	3	A	Skill		
		1LA04POM	Principles of Management	3	A	General		
		1LA05BUS	Business Statistics	4	A	General		
		1LA06MSM	Materials Management	4	A	Skill		
		1LA07WDO	Warehousing and Distribution Centre Operations	3	A	Skill		
	<b>Total</b>				<b>23</b>			
	II	2LA01MMP	Materials Management – Practical	2	A	Skill		
		2LA02WMP	Warehousing Management – Practical	2	A	Skill		
		2LA03WAU	Allied course (1 out of 2) – MOOC: Warehouse Automation	2	A	General		
		2LA03BPT	Best Practices in Transportation					
		2LA04AP1	Apprenticeship – I	22	A	Skill		
	<b>Total</b>				<b>28</b>			
2	III	3LB01FLS	French Language Skills	3	B	General		
		3LB02BUS	Business Communication	3	B	General		
		3LA03FRF	Freight Forwarding (Ocean & Air Cargo)	3	A	Skill		
		3LA04FIM	Forecasting and Inventory Management	4	A	Skill		
		3LA05SUT	Surface Transportation	3	A	Skill		
		3LA06HRM	Human Resources Management	3	A	General		
		3LA07MCA	Management and Cost Accounting	4	A	General		
		<b>Total</b>				<b>23</b>		
		IV	4LA01STP	Surface Transportation – Practical	2	A	Skill	
			4LA02FMP	Forecasting & Inventory Management – Practical	2	A	Skill	
	4LA03IWC 4LA03CEP		Allied Course (1 out of 2) – MOOC Inland Waterways & Costal Shipping Courier, Express & Parcel Services	2	A	General		
	4LA04AP2	Apprenticeship – II	22	A	Skill			
	<b>Total</b>				<b>28</b>			
3	V	5LA01MFL	MIS for Logistics	4	A	Skill		
		5LA02ILM	International Logistics Management	3	A	General		
		5LA03MAM	Marketing Management	3	A	General		
		5LA04RLE	Retail Logistics and E-Commerce	3	A	Skill		
		5LA05LND	Logistics Network Design	4	A	Skill		
		5LA06PTL	Port Terminal Logistics	3	A	Skill		
		5LA07LIL	Liner Logistics	3	A	Skill		
		<b>Total</b>				<b>23</b>		

VI	6LA01LDP	Logistics Network Design – Practical	2	A	Domain
	6LA02FFP	Freight Forwarding – Practical	2	A	Domain
	6LA03IPL 6LA03DEI	Allied Course (1 out of 2) – MOOC In plant Logistics Documentation for Exports & Imports	2	A	General
	6LA04AP3	Apprenticeship – III	22	A	Domain
	<b>Total</b>		<b>28</b>		

\* Proposed subjects for year 2 and 3 are tentative in nature

Note: Subject code is as per GNU guideline: 1 = semester, L = Logistics, A = core or complementary course, B = common or open course, 01 = number of course, ES1 = name of course (three digit)

Note:

Detail syllabus attached herewith where, version 1.0.0.0 (First Digit= New syllabus/Revision in Full Syllabus, Second Digit=Revision in Teaching Scheme, Third Digit=Revision in Exam Scheme, Forth Digit= Content Revision)

L=Lecture, TU=Tutorial, P= Practical/Lab., TW= Term work, DT= Direct Teaching, Lab.= Laboratory work

CE= Continuous Evaluation, SEE= Semester End Examination

GANPAT UNIVERSITY									
FACULTY OF MANAGEMENT									
Programme		Bachelor of Business Administration			Branch/Spec.		Logistics		
Semester		I			Version		1.0.0.0		
Effective from Academic Year			2020-21		Effective for the batch Admitted in			July 2020	
Subject code		1LB01ES1	Subject Name		<b>English Language Skills-I</b>				
Teaching scheme					Examination scheme (Marks)				
(Per week)	Lecture (DT)		Practical (Lab.)		Total		CE	SEE	Total
	L	TU	P	TW					
Credit	03	00	00	00	03	Theory	40	60	100
Hours	03	00	00	00	03	Practical	00	00	00
<b>Pre-requisites:</b>									
Basic acquaintance with English Language and English Grammar									
<b>Objectives:</b>									
<ul style="list-style-type: none"> <li>To acquaint students with fundamental of English Language Skills</li> <li>To improve English proficiency of the students</li> </ul>									
<b>Learning Outcome:</b>									
On successful completion of the course, the students will be able to:									
<ul style="list-style-type: none"> <li>Comprehend and express any idea/thought in an effective manner using acquired vocabulary.</li> <li>Produce simple sentences using the correct word order and punctuation marks.</li> <li>Demonstrate assimilated language skills by listening, speaking , reading and writing effectively in various situations</li> </ul>									
<b>Theory syllabus</b>									
Unit	Content								Hrs
1	<b>Vocabulary Building:</b> Vocabulary development by 1000 most used words, Synonyms-Antonyms; Roots -Prefix-Suffix, Homonyms and Homophones.								15
2	<b>Grammar:</b> Parts of Speech, Capitalization and Punctuation, Auxiliary verbs, Sentence structure, Types of sentences, Articles.								15
3	<b>Language Skills:</b> Daily Diary Writing: Basics and format of diary writing, diary writing on different incidents. Describing Picture: Basics of describing picture and picture describing practice. Drafting Conversations Para jumbles, Reading Comprehension: Advertisement, menu cards, passages, news articles. Introduction; Self introduction, family, friend, institute, company Expressing Likes and dislikes								15
<b>Text Books</b>									
<ol style="list-style-type: none"> <li>Raymond Murphy, Essential English Grammar ,Cambridge University Press.</li> <li>S.C Sood et al Developing Language Skills , Manohar Publishers and distributors, 2003.</li> </ol>									
<b>Reference Books:</b>									
<ol style="list-style-type: none"> <li>H. Douglas Brown, et al Teaching by Principles: An Interactive Approach to Language Pedagogy , Pearson Education , 2015.</li> <li>Martin Hewings, Advance English Grammar, Cambridge University Press</li> <li>Meenakshi Raman ,Sangeeta Sharma, Technical Communication: Principles and Practice, Oxford University Press: New Delhi, 2009.</li> <li>Raymond Murphy, Intermediate English Grammar ,Cambridge University Press</li> </ol>									

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FACULTY OF MANAGEMENT									
Programme		Bachelor of Business Administration				Branch/Spec.		Logistics	
Semester		II				Version		1.0.0.0	
Effective from Academic Year			2020-21			Effective for the batch Admitted in			July 2020
Subject code		1LB02ES2	Subject Name			<b>English Language Skills-II</b>			
Teaching scheme					Examination scheme (Marks)				
(Per week)	Lecture (DT)		Practical (Lab.)		Total		CE	SEE	Total
	L	TU	P	TW					
Credit	03	00	00	00	03	Theory	40	60	100
Hours	03	00	00	00	03	Practical	00	00	00
<b>Pre-requisites:</b>									
Basic acquaintance with English Language and English Grammar									
<b>Objectives:</b>									
<ul style="list-style-type: none"> <li>To acquaint students with English Language Skills</li> <li>To improve English proficiency of the students</li> </ul>									
<b>Learning Outcome:</b>									
On successful completion of the course, the students will be able to:									
<ul style="list-style-type: none"> <li>Comprehend and express any idea/thought in an effective manner using acquired vocabulary.</li> <li>Produce simple sentences using the correct word order and punctuation marks.</li> <li>Demonstrate assimilated language skills by listening, speaking, reading and writing effectively in various situations.</li> </ul>									
<b>Theory syllabus</b>									
<b>Unit</b>	<b>Content</b>								<b>Hrs</b>
1	<b>Vocabulary Building:</b> Idioms ,Phrases , Word Analogies, Collocations, One word substitute								15
2	<b>Grammar:</b> Subject Verb Agreement, Tenses: Use and usage; negative and interrogative sentences, prepositions, connectors, active and passive voice. Sentence error correction.								15
3	<b>Language Skills:</b> Difference between formal and informal writing Informal email writing: Inviting friends/relatives to celebrate occasion, Informing friend about your course,etc. Drafting speech on particular topic, giving opinion and feedback on any product, person, or an event. Drafting Poster and advertisement of any product/ event/ awareness campaign.								15
<b>Text Books</b>									
<ol style="list-style-type: none"> <li>Raymond Murphy, Essential English Grammar ,Cambridge University Press.</li> <li>S.C Sood et al Developing Language Skills , Manohar Publishers and distributors, 2003.</li> </ol>									
<b>Reference Books:</b>									
<ol style="list-style-type: none"> <li>H. Douglas Brown, et al Teaching by Principles: An Interactive Approach to Language Pedagogy , Pearson Education , 2015.</li> <li>Martin Hewings, Advance English Grammar, Cambridge University Press</li> <li>Meenakshi Raman ,Sangeeta Sharma, Technical Communication: Principles and Practice, Oxford University Press: New Delhi, 2009.</li> <li>Raymond Murphy, Intermediate English Grammar ,Cambridge University Press</li> </ol>									

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FACULTY OF MANAGEMENT STUDIES									
Programme		Bachelor of Business Administration			Branch/Spec.		Logistics		
Semester		I			Version		1.0.0.0		
Effective from Academic Year			2020-21		Effective for the batch Admitted in			July 2020	
Subject code		1LA03FOL	Subject Name		<b>Fundamentals of Logistics</b>				
Teaching scheme					Examination scheme (Marks)				
(Per week)	Lecture (DT)		Practical (Lab.)		Total		CE	SEE	Total
	L	TU	P	TW					
Credit	03	00	00	00	03	Theory	40	60	100
Hours	03	00	00	00	03	Practical	00	00	00
<b>Pre-requisites:</b>									
Basic acquaintance with English Language									
<b>Objectives:</b>									
<ul style="list-style-type: none"> <li>To develop competencies and knowledge of students to become logistics professionals</li> <li>To orient students in the field of Logistics</li> <li>To help Students to understand Fundamentals of Logistics</li> </ul>									
<b>Learning Outcome:</b>									
<p>On successful completion of the course, the students will be able to:</p> <ul style="list-style-type: none"> <li>Students will be able to apply the basic knowledge of logistics in the real-life situation</li> <li>This subject will enable them to enhance their ability and professional skills in Logistics</li> </ul>									
<b>Theory syllabus</b>									
Unit	Content								Hrs
1	<b>Introduction to Logistics:</b> History of Logistics Need for logistics- Cost and Productivity, cost saving & Productivity improvement. Logistics Cost, reduction in logistics cost, benefits of efficient Logistics, Principles of Logistics, Technology & Logistics -Informatics, Logistics optimization. Listing of Sub-sectors of Logistics								10
2	<b>Logistics and Customer Service</b> - Definition of Customer Service Elements of Customer Service- Phases in Customer Service-Customer Retention - Procurement and Outsourcing - Definition of Procurement/Outsourcing - Benefits of Logistics Outsourcing - Critical Issues in Logistics Outsourcing								10
3	<b>Global Logistics</b> -Global Supply Chain -Organizing for Global Logistics-Strategic Issues in Global Logistics - Forces driving Globalization -Modes of Transportation in Global Logistics Barriers to Global Logistics - Markets and Competition -Financial Issues in Logistics Performance -Integrated Logistics -Need for Integration -Activity Centres in Integrated Logistics. Role of 3PL&4PL. a) Warehouse: Warehouse-Meaning, Types of Warehouses Benefits of Warehousing. b) Transportation- Meaning; Types of Transportations, efficient transportation system and Benefits of efficient transportation systems. c) Courier/Express - Courier/Express-Meaning, Categorization of Shipments, Courier Guidelines, Pricing in Courier - Express Sector for international and domestic shipping. d) E-Commerce - Meaning, Brief on Fulfilment Centres, Reverse logistics in e-commerce sector, Marketing in e-commerce and future trends in e-commerce.								15
4	a) EXIM: Brief on EXIM/FF & CC, Multi-modal transportation, brief on customs clearance, bulk load handling and brief on trans-shipment. b) Supply chain. c) Cold chain. d) Liquid Logistics. e) Rail Logistics.								10
<b>Text Books</b>									
1. Course Material Prepared by LSC									
<b>Reference Books:</b>									
<ol style="list-style-type: none"> <li>Fundamentals of Logistics Management (The Irwin/Mcgraw-Hill Series in Marketing), Douglas Lambert, James R Stock, Lisa M. Ellram, McGraw-hill/Irwin, First Edition, 1998.</li> <li>Vinod V. Sople (2009) Logistic Management (2nd Edn.) Pearson Limited.</li> <li>Logistics Management for International Business: Text and Cases, Sudalaimuthu &amp; Anthony Raj, PHI Learning, First Edition, 2009.</li> </ol>									

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FACULTY OF MANAGEMENT STUDIES									
Programme	Bachelor of Business Administration				Branch/Spec.	Logistics			
Semester	I				Version	1.0.0.0			
Effective from Academic Year		2020-21			Effective for the batch Admitted in			July 2020	
Subject code	1LA04POM		Subject Name		<b>Principles of Management</b>				
Teaching scheme					Examination scheme (Marks)				
(Per week)	Lecture (DT)		Practical (Lab.)		Total		CE	SEE	Total
	L	TU	P	TW					
Credit	03	00	00	00	03	Theory	40	60	100
Hours	03	00	00	00	03	Practical	00	00	00
<b>Pre-requisites:</b>									
Basic acquaintance with English Language									
<b>Objectives:</b>									
<ul style="list-style-type: none"> <li>To develop competencies and knowledge of students to become effective professionals</li> <li>To orient students on recent changes and development in the field of management</li> <li>To help Students to understand basic Principles and concepts of Management</li> </ul>									
<b>Learning Outcome:</b>									
<p>On successful completion of the course, the students will be able to:</p> <ul style="list-style-type: none"> <li>Students will be able to apply the knowledge about management in the real-life business situation</li> <li>This subject will enable them to enhance their managerial ability and professional skills</li> </ul>									
<b>Theory syllabus</b>									
Unit	Content								Hrs
1	<b>Management:</b> Nature, Definition, Characteristics and Scope of Management - Management as a Science or Art or Profession- Contemporary Issues and Challenges in Management of 21st Century- Levels of Management-Skills of a manager- Roles of a manager.								10
2	<b>Planning and Decision Making:</b> (a) Planning: The Process of Planning, Objectives, Policy and Procedures, Forecasting and Decision Making. Strategic Planning – meaning and process MBO – meaning, process and requirements for implementation; (b) Decision Making – Meaning; Types of decisions; Process; Significance; Limitations; – Rational economic model and Administrative model; -Programmed and non-programmed decisions-Creativity and innovation- Blue Ocean & Red Ocean Strategy								10
3	<b>Directing and Staffing:</b> (a) Directing-Principles-Theory X & Y- Motivation and Behaviour- Theories of Motivation- Maslow’s theory and Herzberg theory, Leadership: Styles and Theories (b) Staffing - Manpower Planning-Recruitment and Selection - Training and Development- Performance Appraisal <b>Organisation Design and Structure</b> (a) Organisation – Meaning; Process; Principles; Organisation structure – Determinants and forms: line, functional, line and staff, project, matrix and committees; Formal and Informal (b) Organisation; Departmentation – Meaning and Bases; Span of Control – Meaning and Factors influencing; Authority, Responsibility and Accountability; Delegation – Meaning, Process; Principles; Centralisation and Decentralisation – Meaning; Degree of decentralisation; Difference between delegation and decentralisation.								15
4	Ethics in the contemporary management and corporate social responsibility; Macro and Micro environmental factors of business-Controllable and uncontrollable factors, SWOT analysis and 7s model of analysis, Management challenges in 21st century								10
<b>Text Books</b>									
1. L M Prasad, Principles and Practices of Management, Himalaya Publishing House									
<b>Reference Books:</b>									
1. Rao, P.S. Principles of Management, Himalaya Publishing House. 2. Rao, V.S.P. & Krishna, V. H. Management: Text and Cases, Excel Books 3. Sharma, R.K & Gupta, S.K. Business Management (3rd edition), New Delhi: Kalyani Publishers									

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FACULTY OF MANAGEMENT STUDIES									
Programme		Bachelor of Business Administration				Branch/Spec.		Logistics	
Semester		I				Version		1.0.0.0	
Effective from Academic Year			2020-21			Effective for the batch Admitted in			July 2020
Subject code		1LA05BUS		Subject Name		<b>Business Statistics</b>			
Teaching scheme					Examination scheme (Marks)				
(Per week)	Lecture (DT)		Practical (Lab.)		Total		CE	SEE	Total
	L	TU	P	TW					
Credit	04	00	00	00	04	Theory	40	60	100
Hours	04	00	00	00	04	Practical	00	00	00
<b>Pre-requisites:</b>									
Basic acquaintance with English Language									
<b>Objectives:</b>									
<ul style="list-style-type: none"> <li>This course aims at aiding the students in reaching a level of increased competence in business statistics and expands understanding of the applications of statistical concepts in business.</li> <li>Emphasis is placed upon learning statistical concepts through common business problems.</li> </ul>									
<b>Learning Outcome:</b>									
<p>On successful completion of the course, the students will be able to:</p> <ul style="list-style-type: none"> <li>Gain conceptual and working knowledge of Business Statistics and use it in the applications of business.</li> <li>Learn the methods of solving problems on basic concepts and analytical business statistical model.</li> <li>Enable the student to use introductory level of Transportation and queuing theory.</li> </ul>									
<b>Theory syllabus</b>									
Unit	Content								Hrs
1	<b>Data collection and Measures of Central Tendency :</b> Collection and Presentation of Data - Statistical data – Primary and Secondary; Methods of collection of Primary data; Presentation of Data – Textual, Tabular and Diagrammatic form (Line chart, Bar chart, Pie chart, Histogram, Frequency polygon and Ogive); Frequency distribution. Measures of Central Tendency – Mean (A.M., G.M., H.M.), Median, Mode – different properties; Partition values – Quartiles, Deciles, Percentiles; Partion values from Ogives. Measures of Dispersion – Range, Q.D., M.D., S.D. – their coefficients; Comparing consistency; Different properties. Moments, Skewness and Kurtosis – Moments about an arbitrary number; Central Moments; Relation between central and non-central moments up to 4th order 2 3 and – coefficients.								15
2	<b>Correlation Analysis:</b> Methods of Studying Correlation for Grouped and Ungrouped Frequency Distribution. Regression Analysis: Equation of Regression Lines for Grouped and Ungrouped Frequency Distribution, Standard Error Estimate.								15
3	<b>Index Number</b> – Construction, Price and Quantity index numbers, Laspeyres', Paasche's, Edgeworth-Marshall's, Fisher's method, Relative methods, Tests of index number formulae: Time and Factor reversal tests, General index number, Chain base index number, Cost of living index number (CLI), Uses of CLI and its applications, Uses and limitations of index numbers <b>Analysis of Time Series</b> - Components of a time series, Adjustment in time series, Measurement of trend by moving average and least squares methods (linear and quadratic trends), Measurement of seasonal variation by simple average method, Forecasting, De-seasonalisation.								15
4	Transportation and Assignment Problems Nature and scope of transportation and allocation models, different methods for finding initial solution - N-W Corner Rule, Least Cost Method and VAM. Unbalanced TP, Test for optimality – MODI method, AP a variant of Transportation model, Hungarian method, Restricted Assignment problems. Queuing Theory – Models – Simple Problem – Introduction to simulation Probability and Sampling: Probability theory – concept and approaches; Probability rules – addition and multiplication theorem, Binomial, Poisson and Normal Distribution and their applications. Sampling – Purpose and Methods of Sampling, Merits and limitations of Sampling								15
<b>Text Books</b>									
1. Gupta and Gupta, Business Statistics. (Sultan Chand & Sons: New Delhi).									
<b>Reference Books:</b>									
1. Chandan, J. Statistics for Business Economics. (Vikas: New Delhi).									
2. Sharma, Shenoy and Srivastava, Quantitative Analysis for Managerial Decision Making									

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FACULTY OF MANAGEMENT STUDIES									
Programme		Bachelor of Business Administration				Branch/Spec.		Logistics	
Semester		I				Version		1.0.0.0	
Effective from Academic Year			2020-21			Effective for the batch Admitted in			July 2020
Subject code		1LA06MSM		Subject Name		<b>Materials Management</b>			
Teaching scheme					Examination scheme (Marks)				
(Per week)	Lecture (DT)		Practical (Lab.)		Total		CE	SEE	Total
	L	TU	P	TW					
Credit	04	00	00	00	04	Theory	40	60	100
Hours	04	00	00	00	04	Practical	00	00	00
<b>Pre-requisites:</b>									
Basic acquaintance with English Language									
<b>Objectives:</b>									
<ul style="list-style-type: none"> <li>To develop competencies and knowledge of students to become effective professionals</li> <li>To orient students on recent changes and development in the field of material management</li> </ul>									
<b>Learning Outcome:</b>									
On successful completion of the course, the students will be able to:									
<ul style="list-style-type: none"> <li>Students will be able to apply the knowledge about material management in the real-life business situation.</li> <li>This subject will enable them to enhance their managerial ability and professional skills.</li> </ul>									
<b>Theory syllabus</b>									
Unit	Content								Hrs
1	<b>Introduction:</b> Materials Management - Evolution, Importance, Scope and Objectives- Interface with other functions. Concept of Logistics and Supply Chain Management and evolution to 4PL-Supply Chain Management - Objectives, Components, Significance, Trade off Customer Service & Cost.								15
2	<b>Purchasing:</b> Purchasing in Materials management- system concept- purchasing and procurement activities under Materials management- Value Analysis and value Engineering- Purchasing and quality Assurance- Purchase Cycle – Negotiation & Bargaining – Vendor relations - Purchasing Methods - Global Sourcing-Stores – Functions, Importance, Organization of stores & Stores layout. Stores procedure – documentation								15
3	<b>Inventory</b> - Need of Inventory -Types of Inventory - Basic EOQ Model - EOQ with discounts - Classification of material - ABC Analysis -VED, HML, FSN, GOLF, SOS (Numerical expected on Basic EOQ, EOQ with discounts & ABC) Material Requirement Planning (MRP) - Advantages over conventional planning (Order Point Method) – Input and output of MRP system - Forecasting – Overview of quantitative and qualitative methods of forecasting - Master Production Schedule - Bill of Materials – BOM Explosion - Material flow in MRP. MRP II. Concept of ERP. (Numerical likely on BOM Explosion, estimating Net requirements)								15
4	<b>Quality control of material:</b> Incoming material quality control- statistical quality controlgovernmental purchasing practices and procedures-Inventory control & Cost Reduction techniques: Inventory turns ratios-Standardization – need and importance. Codification – concept, benefits. Value Engineering and Value Analysis – concept and process. Materials handling and storage systems, Physical distribution logistics- transportation, Traffic and claims management- operations research and related techniques- Principles of Materials Handling system - Materials Handling Equipment – Safety issues.								15
<b>Text Books</b>									
1. Course Material Prepared by LSC									
<b>Reference Books:</b>									
<ol style="list-style-type: none"> <li>Materials management: procedures, text and cases - A.K. Datta</li> <li>Materials management: An integrated approach - P. Gopalakrishnan</li> <li>Introduction to Materials management - J.R. Tony Arnold &amp; Stephen N. Chapman</li> <li>Materials &amp; Logistics Management - L.C. Jhamb</li> </ol>									



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FACULTY OF MANAGEMENT STUDIES									
Programme		Bachelor of Business Administration			Branch/Spec.		Logistics		
Semester		I			Version		1.0.0.0		
Effective from Academic Year			2020-21		Effective for the batch Admitted in			July 2020	
Subject code		1LA07WDO	Subject Name		<b>Warehousing and Distribution Centre Operations</b>				
Teaching scheme					Examination scheme (Marks)				
(Per week)	Lecture (DT)		Practical (Lab.)		Total		CE	SEE	Total
	L	TU	P	TW					
Credit	03	00	00	00	03	Theory	40	60	100
Hours	03	00	00	00	03	Practical	00	00	00
<b>Pre-requisites:</b>									
Basic acquaintance with English Language									
<b>Objectives:</b>									
<ul style="list-style-type: none"> <li>To develop competencies and knowledge of students to become Warehouse professionals.</li> <li>To orient students in the field of Logistics</li> </ul>									
<b>Learning Outcome:</b>									
On successful completion of the course, the students will be able to:									
<ul style="list-style-type: none"> <li>Students will be able to apply the Basic knowledge of Warehousing and distribution centre operations in the real life situation</li> <li>This subject will enable them to enhance their ability and professional skills</li> </ul>									
<b>Theory syllabus</b>									
Unit	Content								Hrs
1	<b>Introduction to Warehouse (Storage and Packaging)</b> Background – Need for Warehouse – Importance of warehouse - Types of Warehouses - Broad functions in a warehouse - warehouse layouts and layout related to functions. Associate warehouse -Its functions - equipment available in associate ware house - Video on warehouse – Visits to ware houses - Warehouse Organization Structure - Benefits of Warehousing.								10
2	<b>Receiving and Dispatch of Goods in warehouse</b> Various stages involved in receiving goods – Stages involved receipt of goods- Advanced shipment notice (ASN) or invoice items list- Procedure for Arranging of goods on dock for counting and Visual inspection of goods unloaded- Formats for recording of goods unloaded from carriers- Generation of goods receipt note using computer- Put away of Goods- Put away list and its need-Put away of goods into storage locations - storage location codes and its application- Process of put away activity- Procedure to Prepare Warehouse dispatches								10
3	<b>Warehouse Activities</b> Explain receiving, sorting, loading, unloading, Picking Packing and dispatch, activities and their importance in a warehouse - quality parameters - Quality check-need for quality check-importance of quality check. Procedure to develop Packing list / Dispatch note-Cross docking method - Situations suited for application of cross docking -Information required for coordinating cross docking- Importance of proper packing-Packing materials -Packing machines -Reading labels								10
4	<b>Warehouse Management</b> Warehouse Utilization Management - Study on emerging trends in warehousing sector - DG handling -use of Material Handling Equipment's in a warehouse - Inventory Management of a warehouse - Inbound & Outbound operations of a warehouse and handling of Inbound & Outbound operations. Distribution – Definition – Need for physical distribution – functions of distribution – marketing forces affecting distribution. The distribution concept – system perspective. Channels of distribution: role of marketing channels – channel functions – channel structure –designing distribution channel – choice of distribution channels <b>Warehouse Safety Rules and Procedures</b> The safety rules and Procedures to be observed in a Warehouse - Hazardous cargo – Procedure for Identification of Hazardous Cargo - safety data sheet- Instructions to handle hazardous cargo - Familiarization with the industry. Health, Safety & Environment - safety Equipment's and their uses - 5S Concept on shop floor. Personal protective Equipment's (PPE) and their uses.								15
<b>Text Books</b>									
1. Course Material Prepared by LSC									
<b>Reference Books:</b>									
<ol style="list-style-type: none"> <li>J P Saxena, Warehouse Management and Inventory Control- Vikas Publication House Pvt Ltd, First Edition, 2003.</li> <li>Warehouse Management: Automation and Organisation of Warehouse and Order Picking Systems [With CDROM], Michael Ten Hompel, Thorsten Schmidt, Springer-verlag, First Edition, 2006.</li> <li>Management Guide to Efficient Money Saving Warehousing, Stephen Frey, Gower, 1982.</li> </ol>									

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FACULTY OF MANAGEMENT STUDIES									
Programme	Bachelor of Business Administration				Branch/Spec.	Logistics			
Semester	II				Version	1.0.0.0			
Effective from Academic Year			2020-21		Effective for the batch Admitted in			July 2020	
Subject code	2LA01MMP		Subject Name		<b>Materials Management - Practical</b>				
Teaching scheme					Examination scheme (Marks)				
(Per week)	Lecture (DT)		Practical (Lab.)		Total		CE	SEE	Total
	L	TU	P	TW					
Credit	00	00	02	00	02	Theory	40	60	100
Hours	00	00	04	00	04	Practical	00	00	00
<b>Pre-requisites:</b>									
Basic acquaintance with English Language									
<b>Objectives:</b>									
<ul style="list-style-type: none"> <li>To develop practical learning in field of material management</li> </ul>									
<b>Learning Outcome:</b>									
<p>On successful completion of the course, the students will be able to:</p> <ul style="list-style-type: none"> <li>Students will be able to apply the knowledge about material management in the real-life business situation.</li> <li>This subject will enable them to enhance their managerial ability and professional skills.</li> <li>Student can be in position to handle material management</li> </ul>									
<b>Theory syllabus</b>									
Unit	Content								Hrs
<b>1</b>	<p>Exercise should be completed based on allocation by mentor as follow (Can be finalized by mentor): Practice on different types of material handling equipment's (MHEs) that is being handled inside the organization follow the operating procedure, pre-operating conditions of the MHE's under supervision &amp; guidance and follow the tolerance. Handle the MHE's in an empty format (without load) at the idle time of operations under guidance and large loads under supervision and follow the steps to avoid the risks. Handle pallet loads, boxes load and various loads as per the company's needs and always follow safety and security rules /instructions in the work place to Maintain safety and security. Perform Total Production Management, Total Quality Management) and record keeping system. Perform various activities of MHE maintenance operations, identify critical parts, tools and equipment required to perform select repairs or replacement of parts in various types of MHE. Identify and familiarize with lubricants and spares used in routine maintenance Prepare the job sheet with completed preventive / break down maintenance with observations, indent form to obtain required replacement of parts. Report to supervisor in case of delay in completing the maintenance operation with correct reason. Assess and escalate future problems related to MHE performance during the service operation. Account for the replaced parts and lubricants and update appropriate reports to store. Follow safe disposal methods for worn out parts and used lubricants as per standard operating procedure. Test MHE for its fully functional and fit for use. Schedule next maintenance date based on the type of MHE and usage. Detect &amp; resolve issues during execution demonstrate possible solutions and agree tasks within the team. Build on effective communication with inter departments, sub-ordinates and super-ordinates for smooth operations and safety procedures</p>								<b>60</b>
<b>Text Books</b>									
	1. Course Material Prepared by LSC								
<b>Reference Books:</b>									
	<ol style="list-style-type: none"> <li>Materials management: procedures, text and cases - A.K. Datta</li> <li>Materials management: An integrated approach - P. Gopalakrishnan</li> <li>Introduction to Materials management - J.R. Tony Arnold &amp; Stephen N. Chapman</li> <li>Materials &amp; Logistics Management - L.C. Jhamb</li> </ol>								

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Semester		II			Version		1.0.0.0		
Effective from Academic Year			2020-21		Effective for the batch Admitted in			July 2020	
Subject code		2LA01WMP		Subject Name		<b>Warehousing Management - Practical</b>			
Teaching scheme					Examination scheme (Marks)				
(Per week)	Lecture (DT)		Practical (Lab.)		Total		CE	SEE	Total
	L	TU	P	TW					
Credit	00	00	02	00	02	Theory	40	60	100
Hours	00	00	04	00	04	Practical	00	00	00
<b>Pre-requisites:</b>									
Basic acquaintance with English Language									
<b>Objectives:</b>									
<ul style="list-style-type: none"> <li>To develop practical learning in field of warehousing management</li> </ul>									
<b>Learning Outcome:</b>									
<p>On successful completion of the course, the students will be able to:</p> <ul style="list-style-type: none"> <li>Students will be able to apply the knowledge about warehousing management in the real-life business situation.</li> <li>This subject will enable them to enhance their managerial ability and professional skills.</li> <li>Student can be in position to handle warehousing management</li> </ul>									
<b>Theory syllabus</b>									
Unit	Content								Hrs
1	<p>Exercise should be completed based on allocation by mentor as follow (Can be finalized by mentor):</p> <p>Identify the uses and limitations of various types of goods coming in the warehouse based on organization requirements and list them.</p> <p>Perform inspection process on the physical availability of the goods, against the goods and the invoice.</p> <p>Identify whether it is a fresh order, a partial order, left over ones, returns, etc.</p> <p>Carryout counting of goods unloaded, Cross verification of the physical count with the invoice and advanced shipment notice (ASN),</p> <p>Locate the missing items for reconciliation. Prepare a detailed report for the management. Prepare the goods receipt note after reconciliation of count with drivers copy</p> <p>Carry out the Dispatch activities in warehouse. Arrange items for inspection in staging area before dispatch.</p> <p>Follow quality assurance procedures.</p> <p>Collect items after unloading from truck. Initiate allocation of items to storage at proper location. Use standard storing procedure.</p> <p>Check for the document requirements after unloading till it is put away.</p> <p>Verify if hazmat cargo legal and regulatory requirements are complied with. Reconcile items with dispatch order.</p> <p>Initiate action to arrange for missing items in the dispatch order. Take necessary action in case of stock out.</p> <p>Perform physical counting of items as per dispatch order in staging area. Provide verified dispatch list to the transport coordinator to initiate loading. Check if proper handling and packing equipment is being used.</p> <p>Organizing and Managing emails. Update computer system to release dispatch list to transport coordinator.</p> <p>Report any incidents and near-misses noticed during receipt and dispatch operations</p>								60
<b>Text Books</b>									
1. Course Material Prepared by LSC									
<b>Reference Books:</b>									
<ol style="list-style-type: none"> <li>J P Saxena, Warehouse Management and Inventory Control- Vikas Publication House Pvt Ltd, First Edition, 2003.</li> <li>Warehouse Management: Automation and Organisation of Warehouse and Order Picking Systems [With CDROM], Michael Ten Hompel, Thorsten Schmidt, Springer-verlag, First Edition, 2006.</li> <li>Management Guide to Efficient Money Saving Warehousing, Stephen Frey, Gower, 1982.</li> </ol>									

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Programme	Bachelor of Business Administration				Branch/Spec.	Logistics			
Semester	II				Version	1.0.0.0			
Effective from Academic Year		2020-21			Effective for the batch Admitted in			July 2020	
Subject code	2LA03WAU	Subject Name			<b>Warehouse Automation</b>				
Teaching scheme					Examination scheme (Marks)				
(Per week)	Lecture (DT)		Practical (Lab.)		Total		CE	SEE	Total
	L	TU	P	TW					
Credit	00	00	02	00	02	Theory	40	60	100
Hours	00	00	04	00	04	Practical	00	00	00
<b>Pre-requisites:</b>									
Basic acquaintance with English Language									
<b>Objectives:</b>									
<ul style="list-style-type: none"> <li>To familiarize the student with the basic concept of the most common automations from light to heavy</li> <li>To familiarize the student with the basic concept of the supply chain including Logistics, warehousing, IT as well as distribution and planning.</li> </ul>									
<b>Learning Outcome:</b>									
On successful completion of the course, the students will be able to:									
<ul style="list-style-type: none"> <li>Recognize the Knowledge of the common and latest automation solutions for ware-housing</li> <li>Understand and Recognize the costs and pre-requisites for each automation solution and the expected benefits of the different solutions</li> </ul>									
Theory syllabus									
Unit	Content								Hrs
1	<b>Overview of the Traditional Warehouse Operations</b> - Warehouse Automation Systems: Over- view, Applications, Costs, Benefits, ROI – Receiving Automation: PalletInverter - Palletizers								15
2	<b>Storage and Retrieval Automation</b> Vertical and Horizontal Carrousel - Vertical Lift Module - Orbital Shuttle Systems - AS/RS Mini Load - AS/RS Unit Load - Garments on Hangers								15
3	<b>Material Flow Automation</b> - Conveyors - Lifts - Automated Guided Vehicles – Monorail <b>Picking/Outbound Automation</b> : Pick / Put To Light - A Frame - Automated Order Selection – Pick-NGo - Outbound Sorters - Automatic Truck Loading .								15
4	<b>Automating Data Collection</b> : RFID - Automated Measurements Systems - Unique Solution Providers: Kiva Robot - Auto Store - Additional Automation Around the Warehouse Building Management System: Weight scales - Delivery Drones - Delivery Robots.								15
<b>Text Books</b>									
1. Course Material Prepared by LSC									
<b>Reference Books:</b>									
1. Industrial Automation and Robotics: A.K.Gupta and S K Arora 2. Advanced Industrial Automation and its Application: Ravindra Sharma Industrial Control Electronics Devices, Systems, & Applications 3D Edition Author: Terry Bartler Publisher: Delmar									

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FACULTY OF MANAGEMENT STUDIES									
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Effective from Academic Year			2020-21		Effective for the batch Admitted in			July 2020	
Subject code		2LA03BPT		Subject Name		<b>Best Practices For Transportation</b>			
Teaching scheme					Examination scheme (Marks)				
(Per week)		Lecture (DT)		Practical (Lab.)		Total		Total	
	L	TU	P	TW		CE	SEE		
Credit	00	00	02	00	02	Theory	40	60	100
Hours	00	00	04	00	04	Practical	00	00	00
<b>Pre-requisites:</b>									
Basic acquaintance with English Language									
<b>Objectives:</b>									
<ul style="list-style-type: none"> <li>To familiarize the student with the information about transportation considerations for the import, export and domestic trade processes.</li> </ul>									
<b>Learning Outcome:</b>									
<p>On successful completion of the course, the students will be able to:</p> <ul style="list-style-type: none"> <li>The students will be able to assess transportation operations towards increased logistics efficiency while discovering opportunities for saving time, expense and hassle.</li> </ul>									
<b>Theory syllabus</b>									
Unit	Content								Hrs
1	<b>Transportation Strategy Considerations:</b> An Overview of the Import Process - An Overview of the Export Process - Bonding Issues for Exporters - Negotiating Rates - Insurance and Liability - E-Logistics and the Internet - UN Module regulation - introduction to carriage of dangerous goods.								15
2	<b>Import And Export Documentation Requirements:</b> An overview of commercial documents - Commercial Invoice - Consular Invoice - Packing List - Certificates of Origin - Permits of Export and Import of Goods - Cargo Control Documents - Other Commercial Documents - Distribution of Commercial Documents								15
3	<b>Airfreight: Introduction - Documents</b> - The Air Waybill (AWB) - Moving Goods by Air - Export Packaging - Air Cargo Handling, Delivery - The Role of IATA - Shipping Dangerous Goods by Air - Glossary of Airfreight Terminology. <b>Oceanfreight: Documents</b> - Containers - FCL/LCL - Handling the LCL - Handling the Ocean Freight Shipment - Shipping Dangerous Goods by Ocean <b>Road Transportation: Introduction to Road Transportation</b> - Trucking/Highway Regulations - Documents - The Truck Bill of Lading - Standard Trucks - Specialized Trucks - Lorry haul trucks - Heavy load haulage multi axle age multi truck - Service Options for Truck Transport - Shipping Dangerous Goods by Truck - LTL/FTL Shipments - Trucking Rates and Tariffs A Checklist of Trucking Considerations - Border Security Issues. <b>Rail Transportation: Introduction</b> - Shipping Goods by Rail The Railway Bill of Lading - Rail Equipment - Moving Dangerous Goods by Rail - Over Dimensional and Heavy Lift Cargo by Rail.								15
4	<b>Intermodal Transport:</b> Introduction - Shipping goods intermodally - Documentary Considerations - Other Considerations - Telematics - Routing - GPRS - Monitoring fuel economy - Driver practice - Indicators - Future prospectus growth of road - .Automation - INCOTERMS 2000 - Transfer of Liability - Incorporating INCOTERMS into the Contract of Sale - INCOTERMS Structures - Mode of Transport Relate to INCOTERMS. Advantages of multi module transport document.								15
<b>Text Books</b>									
1. Course Material Prepared by LSC									
<b>Reference Books:</b>									
1. "Self-Compliance Strategies and the Administrative Monetary Penalty System", a Manual for Importers and Exporters : PF Collins Customs Broker Ltd., November 2002 2. OAG® Air Cargo Guide TM May 1997, published by OAG, a division of Reed Elsevier Inc., OAG, 2000 Clearwater Drive, Oak Brook Illinois. 3. International Air Transport Association (IATA) Dangerous Goods Regulations									

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FACULTY OF MANAGEMENT STUDIES									
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Semester		II			Version		1.0.0.0		
Effective from Academic Year			2020-21		Effective for the batch Admitted in			July 2020	
Subject code		2LA04AP1	Subject Name		Apprenticeship – I				
Teaching scheme					Examination scheme (Marks)				
(Per week)	Lecture (DT)		Practical (Lab.)		Total		CE	SEE	Total
	L	TU	P	TW					
Credit	00	00	22	00	22	Theory	250	150	400
Hours	00	00	44	00	44	Practical	00	00	00
<b>Pre-requisites:</b>									
Basic acquaintance with English Language									
<b>Objectives:</b>									
<ul style="list-style-type: none"> <li>To orient students in the practical field of Logistics</li> <li>To make Students perform Warehousing and distribution centre operations</li> <li>To develop competencies and Skills in students to become Warehouse professionals</li> </ul>									
<b>Learning Outcome:</b>									
On successful completion of the course, the students will be able to:									
<ul style="list-style-type: none"> <li>Students will be able to perform the activities of Warehousing and distribution centres in the real-life situation</li> <li>This On-the job training will enable them to enhance their ability and professional skills in Logistics</li> </ul>									
<b>Theory syllabus</b>									
Unit	Content								Hrs
	<p>Actual training will depend on the existing facilities available in the company. However, the company shall ensure that the broad skills defined against On-Job Training are imparted. In case of any deficiency in any in a single division/department, the company may impart the training in other divisions/departments.</p> <p>Students in Apprenticeship would be assessed on the extent of skilling and aptitude gained by them during the Apprenticeship. It will be 6 month / 24 week training.</p>								
1	<b>Industry Health, Safety, Security &amp; Environment:</b> Familiarization with the industry. Health, Safety & Environment and Follow health, safety and security procedures Introduction to safety Equipment's and their uses - Demonstration of 5S Concept on shop floor -Use of Personal protective Equipment's (PPE).								352
2	<b>Warehousing:</b> Perform warehouse activities like receiving, sorting, Picking, packaging, kitting, labelling and binning, Loading, unloading, dispatch, and maintaining quality parameters - Develop knowledge on the layout of the warehouse and explore the various storage happening at different locations. Understand the uses and limitations of various types of goods coming in the warehouse based on organization requirements - Forecasting and trend analysis - Forecasting and trend analysis - Maintain integrity and ethics in operations - Perform material handling activities pertaining to warehouse - Perform preventive and breakdown maintenance checks - Handle perishable goods, FMCG goods, automotive goods, bulk cargo in warehouse – Perform the operations of Material Handling Equipment Like BOPT, Reach truck, Forklift, order picker - Supervise loading and unloading - Feed data into ERP and analyse in warehouse - Maintain integrity and ethics in operations - Perform Inbound and outbound documentation - Perform quality check and inventory check documentation - Perform transport coordination – perform the Verification of GST invoices - perform Forecasting and trend analysis								352
3	<b>Material Handling and Management:</b> Practice on different types of material handling equipment's (MHEs) that is being handled inside the organization follow the operating procedure, pre- operating conditions of the Handle pallet loads, boxes load and various loads as per the company's needs - Perform TPM (Total Production Management), TQM (Total Quality Management) and record keeping system -Perform various activities of MHE maintenance operations, identify critical parts, tools and equipment required to perform select repairs or replacement of parts in various types of MHE.								352
<b>Text Books</b>									
1. Course Material Prepared by LSC									
<b>Reference Books:</b>									