



## B. J. VANIJYA MAHAVIDYALAYA

(Autonomous) (Grant-In-Aid)

(Affiliated to Sardar Patel University)

Vallabh Vidyanagar- 388 120, Dist. Anand, Gujarat, India

Accredited with CGPA of 2.78 on four-point scale at B++ Grade by NAAC

Syllabus as per the NEP 2020 with effect from - December 2025

Bachelor of Business Administration (General)

### Semester – IV

<b>Course Code</b>	<b>UM04SEBBA03</b>	<b>Title of the Course</b>	<b>Project Management</b>
<b>Total Credits of the Course</b>	<b>02</b>	<b>Hours per week</b>	<b>02</b>

<b>Course Objectives:</b>	<ol style="list-style-type: none"> <li>1) To equip students with a comprehensive understanding of the principles, methodologies, and practices essential for successful project delivery.</li> <li>2) Students will learn to initiate and plan projects effectively, defining scope, objectives, and deliverables while considering constraints.</li> <li>3) Develop skills in scheduling and time management, enabling them to create realistic project timelines and allocate resources efficiently.</li> <li>4) Students will delve into effective Project Formulation, preparation of Project Report and Project Appraisal</li> </ol>
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Course Content		
Unit No.	Description	Weightage (%)
1	<p><b>Project Management &amp; Project Identification and Formulation</b></p> <p><b>Project Management:</b></p> <ul style="list-style-type: none"> <li>• Meaning of Project &amp; Project Classification</li> <li>• Dimensions of a project</li> <li>• The Project Life cycle</li> <li>• Project Management-Meaning and Phases</li> </ul> <p><b>Project Identification and Formulation</b></p> <ul style="list-style-type: none"> <li>• Criteria for selecting a project</li> <li>• Importance of Project Identification</li> <li>• Project Formulation Seven Sequential Stages</li> <li>• Checklist for Feasibility report</li> <li>• Planning Commission's Guidelines for Project Formulation</li> </ul>	50%



2	<b>Project Reports and Project Appraisal:</b> <b>A) Project Report</b> <ul style="list-style-type: none"> <li>• Meaning &amp; Significance of Project Report</li> <li>• Performa of Project Report</li> </ul> <b>(B) Project Appraisal</b> <ul style="list-style-type: none"> <li>• Meaning &amp; Definition</li> <li>• Steps in Project Appraisal</li> </ul>	50%
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<b>Teaching-Learning Methodology</b>	The course would be taught /learnt through ICT (e.g. Power Point Presentation, Audio-Visual Presentation), Lectures, Group Discussions, Quizzes, Assignments, Case Study and Browsing E- Resources.
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#### Internal and External Examination Evaluation

Sr. No.	Details of the Evaluation / Exam Pattern	50 Marks (%)	25 Marks (%)
1	Class Test (at least one)	15 (30%)	10 (40%)
2	Quiz (at least one)	15 (30%)	05 (20%)
3	Active Learning	05 (10%)	----
4	Home Assignment	05 (10%)	05 (20%)
5	Class Assignment	05 (10%)	----
6	Attendance	05 (10%)	05 (20%)
<b>Total Internal (%)</b>		<b>50 (100%)</b>	<b>25 (100%)</b>
<b>Final Examination (%)</b>		<b>50 (100%)</b>	<b>25 (100%)</b>

Sr. No.	Course Outcomes: Having completed this course, the learner will be able to
1)	Understand the foundational principles, methodologies, and theories of project management.
2)	Initiate projects, define scope, objectives, and deliverables, and develop comprehensive project plans.
3)	Develop skills in creating project schedules, managing timelines, and effectively allocating resources to meet project deadlines.
4)	Identify, analyze, assess, and mitigate project risks throughout the project lifecycle.
5)	Prepare Project Reports and perform Performance Appraisal effectively.

Sr. No.	Suggested References:
1)	"A Guide to the Project Management Body of Knowledge (PMBOK® Guide)" published by the Project Management Institute (PMI) - This guide provides a comprehensive framework of project management processes, knowledge areas, and best practices.
2)	C. Saha - This book provides a comprehensive overview of project management principles, methodologies, and practices from an Indian perspective.
3)	"Project Management: Principles and Practices" by S. Anand - This book covers project management principles and practices with a focus on Indian case studies and examples, making it relevant for Indian students and professionals.
4)	"Project Management: Concepts and Applications" by P. Choudhury and N. Kumar - With a blend of theory and practical examples, this book covers various aspects of project management, including planning, execution, and monitoring.