

# SARDAR PATEL UNIVERSITY

## B.B.A. LL.B. (INTEGRATED)

### Semester-II (Effect from 2021-2022)

<p>Programme Outcome (PO) For B.B.A. LL.B. Programme</p>	<p><b>About Programme: Bachelor of Business Administration &amp; Bachelor of Legislative Law (BBA LLB)</b> is a five-years course on completion of which the aspirants are offered a professional degree. BBA LLB is an integrated <u>law</u> course wherein aspirants are taught subjects related to Business Administration as well as Law. This course is a suitable general management course designed for students who wish to pursue a career in business management whilst leaving open the option of further specialization and who aspire to gain an in depth understanding of both legal and business issues.</p> <p>As part of a Bachelor of Business Administration (BBA) LLB course aspirants are first taught Commerce subjects such as Principles of Management, Financial Accounting, Computer Applications, Effective Communication etc. Thereafter, aspirants are taught law subjects like Law of Torts, Family Law, Constitutional Law, Property Law, Company Law, Administrative Law, Civil Law, Criminal Law, and the likes.</p>
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<p>Programme Specific Outcome (PSO) – For B.B.A. LL.B. Semester - II</p>	<p><b>PO1</b></p>	<p><b>Application of legal knowledge-</b> a student is in a better position to apply the knowledge of law and give solutions to legal problems.</p>
	<p><b>PO2</b></p>	<p><b>Grooming etiquettes of legal profession-</b> through practical component like professional ethics students are encouraged to follow certain values of the profession like the advocates act, 1961.</p>
	<p><b>PO3</b></p>	<p><b>Strengthening research-</b> ability to undertake minor/major research components and help the students to pursue higher studies like masters degree and Ph.D.</p>
	<p><b>PO4</b></p>	<p><b>Internships</b> under a lawyer’s chamber, private law firms and Ngos- wherein students have to undergo internship in order to gain legal knowledge and further the application of this knowledge in the real life situation in the form of civil, criminal and other cases through such practice.</p>
	<p><b>PO5</b></p>	<p><b>Problem solving ability &amp; critical analysis of case laws-</b> the gaining of legal knowledge enables the learner to solve the problems more effectively by application of the knowledge so acquired and helps them to critically analyse the case laws.</p>

	<b>PO6</b>	<b>Leadership Skills:</b> To develop leadership qualities amongst students.
	<b>PO7</b>	<b>Building rapport and establishing oneself</b> – enables the learner to work in sync with the other legal practitioners and in turn helps in building rapport with the senior lawyers and other legal practitioners in the field and establishing a strong hold in the profession.
	<b>PO8</b>	<b>Greater responsibility towards the society-</b> the learners of the programs offered by the institution also contribute towards the social cause as the knowledge of the legal process helps them build a society with greater civic sense and responsibility.
	<b>PO9</b>	<b>Continuity in the learning process-</b> the learners can also engage in the field of research and can further add to the process of learning
	<b>PO10</b>	<b>Inculcating sense of professionalism-</b> through the study of law, the learners develop professionalism and it helps them to apply the legal knowledge to better use.
	<b>PSO1</b>	Should be able to Demonstrate understanding of substantive and procedural law sufficient to enter the legal professionals in which legal knowledge is an advantage.
	<b>PSO2</b>	Should be able to associate the learning from the courses related to Law and Management.
	<b>PSO3</b>	Should be able to Gather and interpret relevant facts and conduct legal research
	<b>PSO4</b>	Should have the capability to understand the laws at national and global level and to solve the client's problem
	<b>PSO5</b>	Should possess the skills to communicate in both oral and written forms and ability to formulate legal programs and using appropriate concept and methods to solve them.
	<b>PSO6</b>	Should use skills in specific areas.
	<b>PSO7</b>	Should analysing social problems and understanding social dynamics

To Pass	<p>(1) Should have kept at least 80% of attendance in the respective semester at a College recognized for teaching courses of study in Integrated Law by the University</p> <p>(2) Should have obtained at least 40% marks in aggregate in each of the papers in the internal tests conducted by the college,</p>
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Course Type	Course Code	Name of Course	Theory/ Practical	Credit	Exam Duration in hrs	Component of Marks		
						Internal	External	Total
						Total	Total	Total
Compulsory Courses	UL02CBBA51	Special Contract	T	4	3	12/30	28/70	40/100
	UL02CBBA52	Law of Crimes Paper-2 Indian Panel Code	T	4	3	12/30	28/70	40/100
	UL02CBBA53	Human Resource Management	T	4	3	12/30	28/70	40/100
	UL02CBBA54	Business Communication	T	4	3	12/30	28/70	40/100
	UL02CBBA55	Production & Materials Management	T	4	3	12/30	28/70	40/100
Elective Course (Any One)	UL02EBBA51	English-II: Legal English (Major)	T	4	3	12/30	28/70	40/100
	UL02EBBA52	Seminar - II	T	4	3	12/30	28/70	40/100



**INTEGRATED DEGREE OF BACHELOR OF BUSINESS ADMINISTRATION &  
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<b>Course Code</b>	<b>UL02CBBA51</b>	<b>Title of the Course</b>	<b>Special Contract</b>
<b>Total Credits of the Course</b>	<b>04</b>	<b>Hours per Week</b>	<b>04</b>

<b>Course Objectives:</b>	<ol style="list-style-type: none"><li>1. To discuss the concept of contract of Indemnity.</li><li>2. To know the detail concept of special type of contract indemnity and guarantee, bailment and pledge as stipulated under the Indian Contract Act, 1872.</li></ol>
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<b>Course Content</b>		
<b>Unit</b>	<b>Description</b>	<b>Weightage* (%)</b>
<b>I</b>	<b>Contract of Indemnity and Guarantee</b> 1.1 The Concept, Definition & elements of Indemnity 1.2 Difference between Indemnity and Guarantee 1.3 The Concept, Definition & elements of Guarantee 1.4 Rights of Surety 1.4.1 Discharge of Surety 1.4.2 Extent of Surety's liability, kinds of Guarantee 1.5. Revocation of Continuing guarantee 1.6 Bailment and Pledge 1.6.1 Definition, Elements of Bailment 1.6.2 Classification of Bailment 1.6.3 Rights of Bailor 1.6.4 Rights of Bailee 1.6.5 Termination of Bailment 1.6.6 Lien, Kinds of Lien 1.6.7 Finders of the Goods, Rights and duties 1.7 Definition, elements of Pledge 1.7.1 Rights of Pawnor and Pawnee 1.7.2 Pledge by Non-owners	25%
<b>2</b>	<b>Contract of Agency</b> 2.1 Definition, elements 2.2 Difference between Agent and Servant 2.3 Difference between Agent and Independent Contractor 2.4 Creation of Agency, Termination of Agency	25%





	2.5 Ratification and rules for valid ratification 2.6 Classification of Agents 2.7 Rights and duties of Principal 2.8 Rights and duties of Agent 2.9 Personal liability of Agent	
3	<b>Sale of Goods Act- 1930</b> 3.1 Sale and Agreement to Sell 3.2 Sale and Hire-purchase agreement 3.3 Kinds of Goods, Effect of Destruction of Goods, price 3.4 Condition and Warranty, Implied conditions and implied warranties. 3.5 Rule of Caveat Emptor 3.6 Rules regarding passing of property 3.7 Rules regarding delivery of the goods 3.8 Rights of the Buyer 3.9 Rights of Unpaid seller 3.10 Sale by Non-owner	25%
4	<b>Partnership Act – 1932</b> 4.1 Definition, elements, Formation 4.2 Partnership and H.U.F 4.3 Partnership and co-ownership 4.4 Registration of Firm, Effects of Non-registration 4.5 Rights of Partner and Duties of Partner 4.6 Implied authority of the partner 4.7 Types of partner 4.8 Dissolution of the Firm and partnership	25%
	<b>PSDA (Professional Skill Development Activities)</b> ❖ Drafting of one document about Indemnity/Guarantee/ Agency ❖ Preparation of a Partnership Deed ❖ Visits to revenue department for registration of sale deed	

<b>Teaching-Learning Methodology</b>	<ul style="list-style-type: none"><li>● Lecture Method</li><li>● Power Point Presentation(including audio/video)</li><li>● Group Discussion</li><li>● Role Play</li><li>● Team Exercise</li><li>● Case study</li></ul>
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<b>Evaluation Pattern</b>
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Sr. No.	Details of the Evaluation	Weightage
1.	Internal Written / Practical Examination (As per CBCS R.6.8.3)	15%
2.	Internal Continuous Assessment in the form of Practical, Viva-voce, Quizzes, Seminars, Assignments, Attendance (As per CBCS R.6.8.3)	15%
3.	University Examination	70%

**Course Outcomes:** Having completed this course, the learner will be able to

1.	Elaborate the concept that how to protect special and specific commercial risk
2.	Understand the relationships between agents and principals
3.	Impart the knowledge of sale of goods legislation that how can it can help in business achieve the best result possible in contractual negotiations
4.	Identify the types of partners and liability of all the partners at the time of dissolution of the firm

**Suggested References:**

Sr. No.	References
1.	<b>Text books:</b> 1. Avtar Singh- Law Of Contract 2. Pollok And Mulla- Partnership Act 3. Katiyar- Sale Of Goods Act 6. N.D. Kapoor- Elements Of Mercantile Law
2.	<b>Reference books:</b> 1. T.R.Desai- The Sale Of Goods Act & The Indian Partnership Act 2. P. S. Atiya- Law Of Contract, Eastern Lucknow

On-line resources to be used if available as reference material

On-line Resources: YouTube Link





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**Syllabus with effect from the Academic Year 2021-2022**

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Course Code	UL02CBBA52	Title of the Course	Law of Crimes Paper-1 Indian Panel Code
Total Credits of the Course	4 credit	Hours per Week	4 hours

<b>Course Objectives:</b>	<ol style="list-style-type: none"><li>1 To understand and describe areas of criminal justice, law and society through a critical analysis of the subject</li><li>2. To analyze lacunas within the criminal justice system and suggest the amendments have to make to provide the justice according to the changing needs of the society.</li><li>3. To summarize the process of judicial review and identify criteria used by courts to evaluate the constitutionality of criminal law of India.</li><li>4. To identify and synthesize social theory about crime, justice, and social deviance and explain and address various obstacles and barriers experienced by individuals before, during, and after internment</li></ol>
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Course Content		
Unit	Description	Weightage* (%)
I	<b><u>Specific Offences (3)</u></b> 1.1 Offences against Public Tranquility 1..2 Offences relating to Coin and Government Stamps	25%
II	<b><u>Specific Offences (4)</u></b> 2.1 Offences Relating Human Body 2.2 Offences against Property	25%
III	<b><u>Specific Offences(5)</u></b> 3.1 Criminal Breach of Contract of Services 3.2 Offences Relating to Marriage 3.3 Defamation	25%
IV	<b><u>Specific Offences(6)</u></b> 4.1 Criminal Intimidation 4.2 Attempt to Commit Offence 4.3 Case Laws	25%







	<b>PSDA (Professional Skill Development Activities)</b> <ul style="list-style-type: none"><li>❖ Visit to Court</li><li>❖ Case Study</li><li>❖ One class based Moot Court competition</li><li>❖ Judgment Writing</li><li>❖ Examination of Criminal Records in various reports</li><li>❖ Jail Visit</li><li>❖ Drafting of a Criminal Complaint</li><li>❖ Awareness Camp</li></ul>	
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<b>Teaching-Learning Methodology</b>	<ul style="list-style-type: none"><li>• Lecture Method</li><li>• Power Point Presentation(including audio/video)</li><li>• Team Exercise</li><li>• Case study</li></ul>
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<b>Evaluation Pattern</b>		
Sr. No.	Details of the Evaluation	Weightage
1.	Internal Written / Practical Examination (As per CBCS R.6.8.3)	15%
2.	Internal Continuous Assessment in the form of Practical, Viva-voce, Quizzes, Seminars, Assignments, Attendance (As per CBCS R.6.8.3)	15%
3.	University Examination	70%

<b>Course Outcomes:</b> Having completed this course, the learner will be able to	
1.	<ul style="list-style-type: none"><li>• Understand of the offences relating to human body, the most important aspect of criminal law.</li><li>• Identify ingredients of crime and basic Principles of Criminal Law</li><li>• Comprehend the interplay of IPC, Cr.P.C and Evidence</li><li>• Examine the rights of accused</li><li>• Appraise the importance of investigation.</li><li>• Understand definition, the mode of execution of death penalty, appeal and clemency petition etc.</li><li>• Understand the international trends on capital punishment, treaties like extradition and the public political policies of governments.</li><li>• Prepare of relevant case laws for class discussions</li></ul>





**Suggested References:**

Sr. No.	References
1.	<b>Text books:</b>  1. Avtar Sinh -The Indian Penal Code, 1860 2. B.M.Gandhi- Indian Penal Code
2.	<b>Reference books:</b>  1. R.N. Saxena -Indian Penal Code 2. K. D. Gaur -Criminal Law Cases and Materials. 3. Ratanlal & Dhirajal's- Indian Penal Code. 4. Batuklal -Indian Penal Code

On-line resources to be used if available as reference material

On-line Resources: YouTube Link

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**INTEGRATED DEGREE OF BACHELOR OF BUSINESS ADMINISTRATION &  
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**(Under Choice Based Credit Scheme Semester Degree Programme)**

<b>Course Code</b>	<b>UL02CBBA53</b>	<b>Title of the Course</b>	<b>Human Resource Management</b>
<b>Total Credits of the Course</b>	<b>4</b>	<b>Hours per Week</b>	<b>4</b>

<b>Course Objectives:</b>	<p>1.To provide create understanding educated, more skilled and well aware of their interest are few distinguishing characteristics of modern human resources</p> <p>2.To introduce and impart the fundamentals of Human Resource Management as an integral managerial function while focusing on procurement and development of human resources to the students</p> <p>...</p>
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<b>Course Content</b>		
<b>Unit</b>	<b>Description</b>	<b>Weightage* (%)</b>
1.	<p><b>Introduction of Human Resource Management</b></p> <p>1.1 Definition, Scope, Functions and Objectives of HRM</p> <p>1.2 Role of HRM in Strategic Management</p> <p>1.3 Human Capital Management</p>	25%
2.	<p><b>Acquisition of Human Resources</b></p> <p>2.1 Definition – Importance &amp; Process of HRP</p> <p>2.2 Job Analysis – Job Description &amp; Job Specification</p> <p>2.3 Recruitment – Sources &amp; Process</p> <p>Selection Process</p>	25%
3.	<p><b>Employee Remuneration, Performance Appraisal &amp; Job Evaluation</b></p> <p>3.1 Concept – Components &amp; Factors influencing to Remuneration</p> <p>3.2 Definition and Importance of Performance Appraisal</p> <p>3.3 Methods of Performance Appraisal:</p> <p>3.3.1 Traditional methods – Rating scale, checklist, graphic, Forced distribution, Critical incident &amp; Group appraisal.</p> <p>3.3.2 Modern methods – MBO, BARS, 360 degree feedback method &amp; Forced Choice</p> <p>3.3.3 Definition &amp; Importance of Job Evaluation – Performance Appraisal Vs. Job Evaluation</p>	25%





4.	<b>Industrial Relation and Disputes</b> <b>4.1</b> Definition & Objectives <b>4.2</b> Parties to Industrial Relations <b>4.3</b> IR Strategy <b>4.4</b> Definition & Reasons for Industrial Disputes <b>4.5</b> Concept of Grievance and Grievance Procedure <b>4.6</b> Methods of solving dispute: <b>4.6.1</b> Collective Bargaining <b>4.6.2</b> Conciliation <b>4.6.3</b> Arbitration <b>4.6.4</b> Adjudication	25%
...	<b>PSDA(Professional Skill Development Activities)</b> <ul style="list-style-type: none"> <li>• Analysis of job description and job specification through studying various job portals</li> <li>• Role play activity of interview and selection process</li> <li>• Various performance appraisal method- Analysis</li> </ul>	

<b>Teaching-Learning Methodology</b>	<ul style="list-style-type: none"> <li>• Lecture Method</li> <li>• Power Point Presentation (including audio/video)</li> <li>• Group Discussion</li> <li>• Role Play</li> <li>• Team Exercise</li> <li>• Case study</li> </ul>
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<b>Evaluation Pattern</b>		
Sr. No.	Details of the Evaluation	Weightage
1.	Internal Written / Practical Examination (As per CBCS R.6.8.3)	15%
2.	Internal Continuous Assessment in the form of Practical, Viva-voce, Quizzes, Seminars, Assignments, Attendance (As per CBCS R.6.8.3)	15%
3.	University Examination	70%

**Course Outcomes:** Having completed this course, the learner will be able to





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1.	Understand the concept of human resource management, its functions, features and its role in strategic management
2.	Understand and learn various sources and dynamics of acquiring human resources
3.	Understand the concept and factors regarding remuneration, methods of performance appraisal
4.	Understand the concept of industrial relations and its parties

**Suggested References:**

Sr. No.	References
1.	Human Resource Management– Dr. S. S. Khanka– Latest Edition- S. Chand & Company
2.	Human Resource Management _ Aswathappa K- Tata McGraw Hill Publishing Company
3.	Human Resource Management _Gary Dessler& Biju Varkkey – 15th Edition – Pearson
4.	To understand the concept of industrial relations and its parties To understand grievances, industrial disputes and methods to solve them.

**On-line resources** to be used if available as reference material

Swayam, Edx, Coursera

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<b>Course Code</b>	<b>UL02CBBA54</b>	<b>Title of the Course</b>	<b>Business Communication</b>
<b>Total Credits of the Course</b>	<b>04</b>	<b>Hours per Week</b>	<b>04</b>

<b>Course Objectives:</b>	<ol style="list-style-type: none"><li>1. To acquire good communication skills to meet the challenges of the legal profession as well as corporate sector.</li><li>2. To provide an overview of Prerequisites to Business Communication.</li><li>3. To provide an outline to effective Organizational Communication and underline the nuances of Business communication.</li><li>4. To enable the students to write effective and concise letters and to prepare informal and formal reports.</li><li>5. To develop interpersonal skills that contribute to effective and satisfying personal, social and professional relationships.</li></ol>
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<b>Course Content</b>		
<b>Unit</b>	<b>Description</b>	<b>Weightage* (%)</b>
1.	<b><u>Introduction of Communication</u></b> 1.1 Basic forms of communication 1.2 Communication models and processes 1.3 Effective communication 1.4 Audience Analysis. 1.5 Development of positive personal attitudes 1.6 SWOT analysis 1.7 Vote's model of interdependence & Whole communication	25%
2.	<b><u>Corporate Communication</u></b> 2.1 Formal and informal communication networks; Grapevine; 2.2 Miscommunication (Barriers); Improving communication. 2.3 Effective listening exercises; Principles of effective listening; Factors affecting listening exercises.	25%
3.	<b><u>Writing Skills :</u></b> 3.1 Planning business messages	25%





	3.2 Business letters: request letters; Good news and bad news letters; Persuasive letters; Sales letters 3.3 Report Writing : Introduction to a proposal, short report and formal report, report preparation. 3.4 Oral Presentation : Principles of oral presentation, factors affecting presentation	
4.	<b><u>Communication</u></b> 4.1 Miscommunication (Barriers); Improving communication. 4.2 Non-Verbal Communication 4.3 Modern Forms of Communication : Fax; E-mail; Video conferencing; etc.	25%

<b>Teaching-Learning Methodology</b>	Lectures, Power Point Presentation
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<b>Evaluation Pattern</b>		
Sr. No.	Details of the Evaluation	Weightage
1.	Internal Written / Practical Examination (As per CBCS R.6.8.3)	15%
2.	Internal Continuous Assessment in the form of Practical, Viva-voce, Quizzes, Seminars, Assignments, Attendance (As per CBCS R.6.8.3)	15%
3.	University Examination	70%

<b>Course Outcomes:</b> Having completed this course, the learner will be able to	
1.	Help the students in business correspondence.
2.	Cultivate career skills in the students that are needed to succeed.
3.	Work collaboratively, observing business etiquette, and resolving workplace conflicts.
4.	Develop interpersonal skills that contribute to effective and satisfying personal, social and professional relationships.





**Suggested References:**

Sr. No.	References
1.	Monipally: Business Communication, Tata McGraw Hill
2.	Ronald E. Dulek and John S. Fielder: Principles of Business Communication; Macmillan
3.	Madhukar : Business Communications; Vikas Publishing House
4.	Rai & Rai: Business Communication, Himalaya Publishing
5.	Kaul : Business Communication; Prentice Hall
6.	Senguin J : Business Communication; Allied Publishers
7.	Robinson, Netrakanti and shintre: Communicative Competence in Business English; Orient Longman

On-line resources to be used if available as reference material

On-line Resources: YouTube Link

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<b>Course Code</b>	<b>UL02CBBA55</b>	<b>Title of the Course</b>	<b>PRODUCTION &amp; MATERIALS MANAGEMENT</b>
<b>Total Credits of the Course</b>	<b>4</b>	<b>Hours per Week</b>	<b>4</b>

<b>Course Objectives:</b>	<ol style="list-style-type: none"><li>1. To understand the role of the Production / Operations management function in the functioning of an organization and</li><li>2. To offer a broad survey of the concepts and tools used in operations management.</li></ol>
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<b>Course Content</b>		
<b>Unit</b>	<b>Description</b>	<b>Weightage* (%)</b>
1.	<b>Introduction</b> 1.1 Meaning of Operating System, 1.2 Scope 1.3 Importance of Operations Management; 1.4 Responsibility and role of Production/Operations Managers in Modern business environment. Production Process: 1.5 Meaning and Significance, 1.6 Types of Production – Job, Lot, Batch and Mass Production; Flow lines production-Features and Comparison. Physical Location – 1.7 Meaning & Factors, Recent trends I the location of industries. Plant Building – 1.8 Meaning & Factors considered in designing of plant building. Facilities Layout – 1.9 Meaning & Factors, 1.10 Types-Process , Product and Fixed	<b>25%</b>
2.	<b>Work Design:</b> 2.1 Methods Study 2.1.1 Meaning, 2.1.2 objectives, 2.1.3 Basic procedure 2.2 Time Study (work measurement) 2.2.1 Meaning, 2.2.2 objectives, 2.2.3 Basic procedure Operations/Production Planning and Control (OPC /PPC) 2.3 Meaning,	<b>25%</b>





	2.4 objectives, 2.5 procedure, Functions, 2.6 Benefits & Limitations., 2.7 PPC in different production systems	
3.	<b>Materials Management</b> 3.1 Definition, 3.2 Scope and Importance.; 3.3 Integrated Materials Management – Concept, Need and Advantages; 3.4 Classification of Materials; 3.5 Materials Planning – Definition, need, factors affecting materials planning. <b>Industrial Purchasing:</b> 3.6 Meaning, 3.7 Importance and ethics, 3.8 Principles of Right purchasing, 3.9 Organization and functions of Purchase department, 3.10 Centralized V/S. Decentralized purchasing, 3.11 Buying methods, 3.12 Vendor Selection, 3.13 Purchase Procedure	<b>25%</b>
4.	<b>Storekeeping:</b> 4.1 Meaning, 4.2 objectives and Importance, 4.3 Functions: Receiving, Inspection & Issue procedure; Stores Record. 4.4 Store location and layout; <b>Inventory Control:</b> 4.5 Meaning, 4.6 objectives, 4.7 Functions and importance; 4.8 Procurement and carrying cost; 4.9 Stock level- Maximum, Minimum, Recorder Point, Safety stock and stock out; 4.10 EOQ Technique 4.11 ABC Analysis	<b>25%</b>
	<b>PSDA (Professional Skill Development Activities)</b>  ❖ Project Work ❖ Study Production Process of various Companies ❖ Industrial Visit ❖ Presentation on Production Process & Store Functions	

<b>Teaching-</b>	<ul style="list-style-type: none"><li>• Lecture Method</li></ul>
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<b>Learning Methodology</b>	<ul style="list-style-type: none"><li>• Power Point Presentation (including audio/video)</li><li>• Field Visit</li></ul>
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<b>Evaluation Pattern</b>		
Sr. No.	Details of the Evaluation	Weightage
1.	Internal Written / Practical Examination (As per CBCS R.6.8.3)	15%
2.	Internal Continuous Assessment in the form of Practical, Viva-voce, Quizzes, Seminars, Assignments, Attendance (As per CBCS R.6.8.3)	15%
3.	University Examination	70%

<b>Course Outcomes:</b> Having completed this course, the learner will be able to	
1.	Gain an understanding and appreciation of the principles and applications relevant to the planning, design, and operations of manufacturing/service firms
2.	Increase the knowledge, and broaden the perspective of the world in which you will contribute your talents and leadership in business operations
3.	Understand ethical issues in purchasing and negotiations
4.	Develop an ability to perform the role of a materials manager in an organization. Students learn to analyze the inventory situation of a company and suggest improvements

<b>Suggested References:</b>	
Sr. No.	References
1.	Production and Operation Management - K. Aswathappa and K. Shridhara Bhat, Himalaya Publication House, Mumbai 2010
2.	Production and Operations Management -Chary S.N., Tata McGraw Hill Publishing Co., Ltd., New Delhi
3.	Production Management- S.A. Chunawalla and D.R.Patel, Himalaya Publication House, Mumbai 2009





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Swayam, Edx, Coursera
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<b>Course Code</b>	<b>UL02EBBA51</b>	<b>Title of the Course</b>	<b>English-II: Legal English (Major)</b>
<b>Total Credits of the Course</b>	<b>04</b>	<b>Hours per Week</b>	<b>04</b>

<b>Course Objectives:</b>	<ol style="list-style-type: none"> <li>1. To enable the students to use their Comprehensive skill and speaking skill fluently.</li> <li>2. To help the students to write legal aspects.</li> <li>3. To enable the students to assimilate the correct patterns of the language</li> <li>4. To develop the mental abilities of reasoning and correct observation.</li> <li>5. To inform the students about the basic of Legal terms</li> </ol>
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<b>Course Content</b>			<b>Suggestion</b>
<b>Unit</b>	<b>Description</b>	<b>Weightage* (%)</b>	<b>(To meet practical Requirement)</b>
1.	<b>The students will be required to write:</b> 1.1. Case comment 1.2. Article/Editing of Law Journals	25%	
2.	<b>Active and Passive voice</b> 2.1. Idioms and Phrases. 2.2. Prefixes and suffixes. 2.3. Translation from Gujarati to English. 2.4. Formation of words.	25%	
3.	<b>3. Essay writing on topics of contemporary legal relevance like</b> 3.1. Environmental Law. 3.2. Cyber crime/ Law 3.3. Right to Information. 3.4. Indian Judiciary 3.5. Women Empowerment. 3.6. Consumer Protection 3.7. Panchayti Raj. 3.8. The changing Scenario of India Bureaucracy.	25%	





	3.9. Democracy. 3.10. Socialism and secularism.		
4.	<b>4. Legal Terms-Meaning and Usage:</b> Complaint, Written Statement, Plaintiff, Defense, Petition, Appeal, Magistrate, Judge Court, Tribunal, Divorce, Judicial Separation, Litigation, Public, Private, Legal, Illegal, Monogamy, Bigamy, Polygamy, Will Deed, Agency, Agreement, Bail, Bailable, Non Bailable, Bailment, Minor, Misstatement, Pledge.	25%	
	<b>PSDA (Professional Skill Development Activities)</b> Collection of columns of Newspapers regarding famous Legal Articles Drafting of a research article		

<b>Teaching-Learning Methodology</b>	Lectures, Power Point Presentation
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<b>Evaluation Pattern</b>		
Sr. No.	Details of the Evaluation	Weightage
1.	Internal Written / Practical Examination (As per CBCS R.6.8.3)	15%
2.	Internal Continuous Assessment in the form of Practical, Viva-voce, Quizzes, Seminars, Assignments, Attendance (As per CBCS R.6.8.3)	15%
3.	University Examination	70%

<b>Course Outcomes:</b> Having completed this course, the learner will be able to	
1.	Learn general idea about Legal language.
2.	Provide a background of the Legal aspects and help the students to use the language effectively.





3.	Develop abilities to communicate in the ways that lawyers communicate, including several forms of legal writing and oral expression.
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**Suggested References:**

Sr. No.	References
1.	FitiKides, T.J.: Common Mistakes in English
2.	John B.Saunders: Words and Phrases Legally Defined, Vols. I to V.
3.	Martin Hewing: Advanced English Grammar, Cambridge University Press
4.	Grammar builder- A.Amin, R. Eravelly, F.J. Ibrahim(in IV Vol,) CambridgeUniversity Press
5.	English Idioms-Jennifer Seidl, W. McMordie, Oxford University Press
6.	English Vocabulary in Use- Michael McCarthy, Felicity O'Dell, CambridgeUniversity Press

On-line resources to be used if available as reference material

On-line Resources: YouTube Link

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**INTEGRATED DEGREE OF BACHELOR OF BUSINESS ADMINISTRATION &  
LAW**  
**B.B.A. LL.B. Semester (II) (INTEGRATED)**  
(Under Choice Based Credit Scheme Semester Degree Programme)

<b>Course Code</b>	<b>UL02EBBA52</b>	<b>Title of the Course</b>	<b>Seminar - II</b>
<b>Total Credits of the Course</b>	<b>04</b>	<b>Hours per Week</b>	<b>04</b>

Seminar Papers from First to Fourth Semester:

These shall be the elective courses to be taught with the purpose of developing specializations. These papers are to cover upcoming and specialized subjects of law which will offer a choice to the students to develop expertise in the areas of their interest/choice. The following papers will be offered as seminar papers as may be decided by the faculty members of College for each batch.

**First to Fourth Semester:**

1. Law of Contract
2. Law of Crimes
3. Women and Law
4. Juvenile Delinquency
5. Constitutional Law
6. Law of Tort Including MV Accident & Consumer Protection
7. Environmental Law
8. Banking Law
9. Intellectual Property rights
10. Human rights
11. Labour Laws
12. Property Law





**SARDAR PATEL UNIVERSITY**  
**Vallabh Vidyanagar, Gujarat**  
**(Reaccredited with 'A' Grade by NAAC (CGPA 3.25))**  
**Syllabus with effect from the Academic Year 2021-2022**

<b>Sr. No.</b>	<b>Details of the Evaluation</b>	<b>Weightage</b>
<b>1.</b>	Internal Continuous Assessment in the form of Practical, Quizzes, Seminars, Assignments, Attendance (As per CBCS R.6.8.3)	<b>30%</b>
<b>2.</b>	Paper Presentation	<b>70%</b>