

SARDAR PATEL UNIVERSITY
Programme: BCOM
Semester: III
Syllabus with effect from : JUNE 2012

Paper Code: UB03CCOM01	Total Credit: 3
Title Of Paper: Materials and Production Management	

Unit	Description in detail	Weighting (%)
1	Introduction to Materials Management Meaning and Definition of Materials Management Importance and Scope of Materials Management Objectives of Materials Management Materials Planning – Need and Factors affecting materials planning	25 %
2	Purchasing Meaning, Definition and Importance of Purchasing Objectives of Purchasing Principles of Purchasing Purchasing Procedure Centralized and Decentralized Purchasing Methods of Purchasing	25 %
3	Introduction to Production Management Meaning and Definition of Production Management Scope and Importance of Production Management Role and Responsibility of Production Managers in modern business Types of Production process (Job, Lot, Batch and Mass Production)	25 %
4	Plant Location and Plant Layout Plant Location Meaning of Plant Location Factors affecting Plant Location Plant Layout Meaning and Definition of Plant Layout Objectives and Principles of Plant Layout Types of Plant Layout (Product Layout and Process Layout)	25 %

Basic Text & Reference Books

- Materials Management – Varma M M – Sultan Chand And Sons
- Materials Management – P Gopalakrishnan – PHI, 2002
- Materials Management – Chitale & Gupta – Prentice Hall
- Purchasing And Materials Management – Leenders Fearon – Universal Book Stall
- Purchasing And Inventory Control – K S Menon – Wheeler Publishers
- Integrated materials management-A. K. Datta-PHI
- Purchasing and Supply Management-Dobbler, Burt D.N-TMI,7/e, 2004

