



INTEGRAL UNIVERSITY, LUCKNOW

INTEGRAL INSTITUTE OF ALLIED HEALTH SCIENCES & RESEARCH

DEPARTMENT OF PARAMEDICAL SCIENCES

**MASTER IN HOSPITAL ADMINISTRATION
(MHA)**

SYLLABUS

YEAR/ SEMESTER: I/I

INTEGRAL UNIVERSITY, LUCKNOW
INTEGRAL INSTITUTE OF ALLIED HEALTH SCIENCES & RESEARCH
DEPARTMENT OF BASIC MEDICAL SCIENCES
STUDY & EVALUATION SCHEME
MASTER IN HOSPITAL ADMINISTRATION (MHA)
(W.e.f. July 2022)

I-Year

I-Semester

S.N.	Course code	Course Title	Type of Paper	Period Per hr/week/sem			Evaluation Scheme				Sub. Total	Credit	Total Credits
				L	T	P	CT	TA	Total	ESE			
THEORIES													
1	BM401	Principals of Management	Core	3	0	0	40	20	60	40	100	3:0:0	3
2	BM402	Managerial Economics	Core	3	1	0	40	20	60	40	100	3:1:0	4
3	BM403	Financial and Management Accounting	Core	3	1	0	40	20	60	40	100	3:1:0	4
4	BM405	Human Resource Management	Core	3	0	0	40	20	60	40	100	3:0:0	3
5	CS403	Computer in Management	Core	2	1	0	40	20	60	40	100	2:1:0	3
6	CS404	Computer in Management Lab	Core	0	0	4	40	20	60	40	100	0:0:2	2
7	HA401	Medical Terminology, Clinical, Diagnostic and Therapeutic Services	Core	3	1	0	40	20	60	40	100	3:1:0	4
8	HA402	Hospitals Architecture, Planning and Designing	Core	3	1	0	40	20	60	40	100	3:1:0	4
9	HA403	Clinical Postings-I	Core	-	-	12	25	25	50	--	50	0:0:3	3
Total				20	5	12	345	185	530	320	850	30	30

L: Lecture

T: Tutorials

P: Practical

C: Credit

CT: Class Test

TA: Teacher Assessment

ESE: End Semester Examination

Sessional Total: Class Test + Teacher Assessment

Subject Total: Sessional Total + End Semester Examination (ESE)



Integral University, Lucknow

Effective from Session: 2022-23							
Course Code	BM401	Title of the Course	Principles of Management	L	T	P	C
Year	I	Semester	I	3	0	0	3
Pre-Requisite	None	Co-requisite	None	This paper provides the basis of management principles and thought thereby inculcating the qualities required for managing businesses.			
Course Objectives							

Course Outcomes	
CO1	To explain the meaning and nature of management .Students should also relate the contribution of different significant theories to the field of Management.
CO2	Students should be able to apply the concept of planning and organizing to real world problems.
CO3	They should understand the concepts related to staffing and role of motivation towards employee productivity.
CO4	To acquire knowledge about various leadership styles and the role of communication in organization
CO5	To understand the process of controlling and types of control methods. Also they should know about the ways of effective change in management

Unit No.	Title of the Unit	Content of Unit	Contact Hrs.	Mapped CO
1	INTRODUCTION TO MANAGEMENT	Concept, Nature, Importance, Management as an Art and Science, & Profession, Management Skills, Levels of Management, Characteristics of Quality Managers. Evolution of Management: Taylor and Scientific Management, Fayal's Administrative Management, Bureaucracy, Hawthorne Experiments and Human Relations, Decision Theory Approach. Business Ethics and Social Responsibility.	07	CO1
2	INTRODUCTION TO FUNCTIONS OF MANAGEMENT	Planning: Nature, Scope, Objectives and Significance of Planning, Types of Planning, Process of Planning, Barriers to Effective Planning, Planning Premises and Forecasting, Key to Planning, Decision Making. Organizing: Concept, Organization Theories, Forms of Organizational Structure, Delegation of Authority, Authority & Responsibility.	07	CO2
3	STAFFING & DIRECTING	Staffing: Concept, System Approach, Manpower Planning, Job Design, Recruitment & Selection, Training & Development, Performance Appraisal Directing: Concept, Direction and Supervision Motivation: Concept, Motivation and Performance, Theories of Motivation, Approaches for Improving Motivation, Quality of Work Life, Morale Building.	08	CO3
4	LEADERSHIP & COMMUNICATION	Leadership: The Core of Leadership: Influence, Functions of Leaders, Leadership Style, Leadership Development. Communication: Communication Process, Importance of Communication, Communication Channels, Barriers to Communication.	07	CO4
5	CONCEPT OF CONTROLLING	Controlling: Concept, Types of Control, Methods: Pre-control: Concurrent Control: Post-control, An Integrated Control System, The Quality Concept Factors affecting Quality, Developing a Quality Control System, Total Quality Control, Pre-control of Inputs, Concurrent Control of Operations. Change and Development: Model for Managing Change, Forces for Change, Need for Change, Alternative Change Techniques, New Trends in Organizational Change.	06	CO5

Reference Books:

1. Koontz & Weirich Essential of Management, TMH, Mar22,2012
2. VSP Rao, V HariKrishna-Management: Text and Cases, Excel Books Edition, May11,2011.
3. Ricky W.Griffin,Texas A & M University, Cenage Publication, EditionMar2013.
4. Chuck Williams, Butler University, Principle of Management, Cenage Publication, Latest editionJan2013
5. Ronwillson, Texas A & M University, Cenage Publication, EditionMar2015.

e-Learning Source:

1. <https://nptel.ac.in/>
2. https://swayam.gov.in/nc_details/NPTEL

Course Articulation Matrix: (Mapping of COs with POs and PSOs)									
PO-PSO CO	PO1	PO2	PO3	PO4	PO5	PSO1	PSO2	PSO3	PSO4
CO1	-	2	-	3	-	1	-	2	-
CO2	-	2	-	2	3	-	-	-	2
CO3	-	-	-	2	-	-	2	2	3
CO4	2	-	2	-	3	-	-	-	3
CO5	2		2	-	-	2	2	-	-

1- Low Correlation; 2- Moderate Correlation; 3- Substantial Correlation

Attributes & SDGs										
Course Code	Course Title	Attributes								SDGs No.
BM401	PRINCIPLES OF MANAGEMENT	Employability	Entrepreneurship	Skill Development	Gender Equality	Environment & Sustainability	Human Value	Professional Ethics		4
			√	√			√	√		



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Effective from Session: 2022-23							
Course Code	BM402	Title of the Course	MANAGERIAL ECONOMICS	L	T	P	C
Year	I	Semester	I	3	1	0	4
Pre-Requisite	Nil	Co-requisite	Nil				
Course Objectives	The objective of the course is to equip the students from the various economic issues that they are expected to face as managers at the firm level. The course also aims to make the students aware of the working of the markets, the determination of prices and the techniques of decision making that they can adopt to ensure that sound decisions are made.						

Course Outcomes	
CO1	To demonstrate the understanding of the concept, nature and scope of managerial economics, apply decision making and analyze and evaluate principle opportunity cost.
CO2	To demonstrate the understanding, analysis and evaluation of theory of demand and consumer behavior.
CO3	To demonstrate the understanding, analysis and evaluation of laws of production and behavior of cost and decision making.
CO4	To demonstrate the understanding, evaluation and analysis of various market structures and design pricing decisions.
CO5	To demonstrate the understanding, evaluation and analysis of national income, inflation and monetary and fiscal policies in real world situations and business cycles in the open economy.

Unit No.	Title of the Unit	Content of Unit	Contact Hrs.	Mapped CO
1	INTRODUCTION	Importance, Nature, Scope and Role of Managerial Economics in Decision Making, Objectives of Business Firms, Profit as Business Objective-Accounting Vs Economic Profit.	8	CO1
2	THEORY OF DEMAND & SUPPLY	Analysis of Individual Demand, meaning of demand, Consumer demand- cardinal and ordinal utility, Derivation of individual demand curve, Analysis of market demand, Meaning, types and determinants of demand and Demand function, Elasticity of demand-Price, Income, Cross and Advertising elasticity of demand, Concept of Supply & Elasticity of supply.	10	CO2
3	THEORY OF PRODUCTION	Theory of production, Law of Variable proportions, Cobb- Douglas Production Function, Isoquant and its cost curve analysis, factor productivity & return to scale, Economies of Scale, Cost concepts, Theory of cost-the cost output relationship in short run and long run, Concepts of Break- even analysis, marginal and incremental analysis.	9	CO3
4	MACRO-ECONOMIC CONCEPT	Pricing under different demands conditions: Perfect competition, Monopoly, monopolistic and Oligopoly, Kinked Dem and curve, Cournot's model, Cartels, Price Discriminations.	9	CO4
5	ORGANIZATIONAL CULTURE	Concept of GDP, National Income Measurement- Net Output Method, Factor Income Method, Expenditure Method, Business Cycles-types and phenomenon, Inflation-Concept and Importance, Monetary approach, Concepts of CPI and WPI.	9	CO5

Reference Books:	
1.	Dobbs, I. M., Managerial Economics, Oxford: OxfordUniversityPress,2000
2.	Dwivedi, D.N., Managerial Economics, Vikas PublishingHousePvt.Ltd.,2009
3.	Mansfield, E., Managerial Economics-Theory, Application and cases, NewYork,1996
4.	Salvatore, D., Managerial Economics in Global Economy, 4 th ed., Thompson-South-Western,2001
5.	Smith, A., The Wealth of Nations, Modern Library edition, New York: Random House, 1937
e-Learning Source:	
1.	https://npTEL.ac.in/courses/110105075
2.	https://onlinecourses.nptel.ac.in/noc23_mg43/preview

Course Articulation Matrix: (Mapping of COs with POs and PSOs)									
PO-PSO CO	PO1	PO2	PO3	PO4	PO5	PSO1	PSO2	PSO3	PSO4
CO1	3	-	2	3	1	3	1	1	-
CO2	2	2	2	1	-	1	1	2	1
CO3	2	-	1	3	-	1	2	-	-
CO4	1	2	1	3	-	2	2	-	1
CO5	1	2	2	1	1	2	2	-	-

1- Low Correlation; 2- Moderate Correlation; 3- Substantial Correlation

Attributes & SDGs		Attributes								SDGs No.
Course Code	Course Title	Employability	Entrepreneurship	Skill Development	Gender Equality	Environment & Sustainability	Human Value	Professional Ethics		
BM402	MANAGERIAL ECONOMICS	√	√	√		√			8, 9	



Integral University, Lucknow

Effective from Session: 2022-23							
Course Code	BM403	Title of the Course	FINANCIAL AND MANAGEMENT ACCOUNTING	L	T	P	C
Year	I	Semester	I	3	1	0	4
Pre-Requisite	Nil	Co-requisite	Nil				
Course Objectives	To familiarize students with basics of financial, cost and management accounting, to equip them techniques of business decisions based on accounting information, to use financial data in decision making.						

Course Outcomes: After the successful course completion, learners will develop following attributes:							
CO1	To make students understand the meaning and concept of accounting.						
CO2	To make students understand the double entry system and preparation of final accounts.						
CO3	To make students aware of Financial Techniques and analysis of ratios.						
CO4	To make understand the techniques and effects of costing.						
CO5	To make student understand the difference between standard costing and variance analysis.						

Unit No.	Title of the Unit	Content of Unit	Contact Hrs.	Mapped CO
1	INTRODUCTION	Meaning, definition and needs of accounting business decisions; forms of accounting and users of accounting information; accounting standardization and role of AICPA; framework of accounting postulates; principles, conventions, concepts, procedures, methods etc.; accounting equations and types of accounts, rule of recording business transactions.	9	CO1
2	ORIENTATION IN ACCOUNTING	Double Entry System and Recording of Transactions in to the Journals. Posting Transactions into Ledger. Sub-division of Journals. Preparations of Trial Balance. Capital and Revenue. Preparation of Annual Accounts- Profit and Loss Account and Balance Sheet. Adjustment Entries.	9	CO2
3	TECHNIQUES OF FINANCIAL ANALYSIS	Accounting Ratios - Meaning, Significance and Limitations, Classification, Computation and interpretation of Liquidity Ratios, Leverage Ratios, Activity/ turnover Ratios and Profit ability Ratios Funds Flow Statement-Meaning and Need. Preparation and Interpretation, Cash Flow Statement - Meaning, Need, Preparation and Interpretation of break-even analysis; activity-based costing. Current Trends in accounting: a. Real Life Case Analysis from Indian Corporate and Government sectors b. Accounting software-Tally (Practical)	9	CO3
4	BASICS OF COSTING	Costing as an aid to management; presentation of various costs in proper format; marginal costing and absorption costing; cost volume profit analysis, its assumption and calculation; managerial uses.	9	CO4
5	STANDARD COSTING AND VARIANCE ANALYSIS	Meaning and uses of standard costing; procedure of setting standards; variance analysis, one way and two way analysis of variance; overall cost variance; material variance; labour variance and overhead variance; material price variance; material usage variance; maternal yield variance; material mix variance; labour cost and time variance; labour mix and yield variance; overhead volume and expenditure variance.	9	CO5

Reference Books:									
1. Dearden. J and Bhattacharya SK, Accounting for Management-Text and Cases, 2005, Vikas Publishing House Private Ltd, New Delhi.									
2. I.M. Pandey, Management Accounting, 2007, Vikas Publishing House Private Limited, New Delhi									
3. Hingorani, Ramnathan and Grewal, Management Accounting, 2005, S. Chand & Sons, New Delhi									
4. Richard A. Brealey, Stewart Myers and Franklin Allen. (2013). Principles of corporate finance. (11th ed.). McGraw Hill									
5. Prasanna Chandra. (2007). Financial Management Theory and Practice. (7th ed.). McGraw Hill.									
e-Learning Source:									
1. Fundamentals of financial and management accounting (https://www.coursera.org/learn/financial-accounting-polimi)									
2. Introduction to Financial and Management Accounting (https://www.classcentral.com/course/edx-introduction-to-financial-and-management-accounting-3552)									

Course Articulation Matrix: (Mapping of COs with POs and PSOs)									
PO-PSO CO	PO1	PO2	PO3	PO4	PO5	PSO1	PSO2	PSO3	PSO4
CO1	2	1	2	1	1	2	2	1	1
CO2	2	2	2	2	2	2	1	2	1
CO3	2	1	1	2	1	2	1	1	1
CO4	2	1	1	2	1	2	1	1	1
CO5	2	2	2	2	2	2	1	2	1

1- Low Correlation; 2- Moderate Correlation; 3- Substantial Correlation

Attributes & SDGs									
Course Code	Course Title	Attributes							SDGs No.
BM403	FINANCIAL AND MANAGEMENT ACCOUNTING	Employability	Entrepreneurship	Skill Development	Gender Equality	Environment & Sustainability	Human Value	Professional Ethics	
		√	√	√					
									4, 17

4, 17



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Effective from Session: 2022-23

Course Code	BM405	Title of the Course	HUMAN RESOURCE MANAGEMENT	L	T	P	C
Year	I	Semester	I	3	1	0	4
Pre-Requisite	Nil	Co-requisite	Nil				
Course Objectives	The Course aims at familiarizing the students with various aspects of HRM. The basic objective is to help the students to acquire and develop decision-making skills in relation to managing human resources of the organization. To understand HR Functions as a Strategic Partner in the formulation and implementation of Companies Strategies						

Course Outcomes

CO1	To understand the conceptual background of HRM, its evolution and present role in organizational structure. This unit exhibits the overall Importance of various functions of HRM in organizational functioning.
CO2	To understand the philosophy of HRM, characteristics of HR policy in framing HRM background. This Unit explains the gravity of HRP model and job analysis in deciding the future an organization.
CO3	To understand the outcomes of external and internal recruitment techniques and selection process. The concept of testing and the importance of varied test used in selection.
CO4	To Understand the role of training and development, performance appraisal and, job evaluation in managing Human resources. The importance of TNA in the success of training and development.
CO5	To understand job-based compensation scheme, emerging horizons of HRM like e-HRM a, enduring International HRM, role of HRIS in the context of present business environment, strategies of HRM and its synchronization with business strategies.

Unit No.	Title of the Unit	Content of Unit	Contact Hrs.	Mapped CO
1	INTRODUCTION	HRM: Definition, Meaning, Objective, Importance & Scope. Evolution of HRM, Functions of HRM HR Sub Systems Organization Structure of HRM.	7	CO1
2	POLICY & PLANNING	HRM Philosophy. HRM Policy: Meaning Definition, Importance, Characteristics of Good HR Policy. Human Resource Planning Model, Barriers of HR Planning, Job Analysis Job Description & Job Specification.	7	CO2
3	RECRUITMENT & SELECTION	Concept of Recruitment: Meaning, Definition, Importance, Recruitment Process and Barriers. Concept of Selection: Meaning, Definition, Importance, Selection Process and Barriers. Sources of Testing: Aptitude test, Personality test, simulation exercises. Assessment Centre. Induction Program.	7	CO3
4	TRAINING & DEVELOPMENT, PERFORMANCE APPRAISAL	Training and Development Concept of Training & Development, Training Process, Identification of Training needs & setting Objective, Training Methods, Designing a Training Program Performance Appraisal Concept of Performance Appraisal System, Methods of Performance Appraisal system. Job Evaluation: Scope. Process and methods of job evaluation.	7	CO4
5	COMPENSATION & MACRO VIEW OF HRM	Meaning and uses of standard costing; procedure of setting standards; variance analysis, one way and two-way analysis of variance; overall cost variance; material variance; labour variance and overhead variance; material price variance; material usage variance; material yield variance; material mix variance; labour cost and time variance; labour mix and yield variance; overhead volume and expenditure variance.	7	CO5

Reference Books:

1. Human Resource Management, Excel books: Rao V.S.P.
2. Personnel Management: Monnappa and Saiyadan Tata McGraw Hill.
3. Human Resource Management: Dessler, Garg, Pearson Education, edition 2010
4. Edwin Flippo. (1996). *Personnel Management and industrial relations*. McGraw Hill.
5. P.N. Reddy and H.R. Appannaiah. (2012). *Personnel Management*. Himalaya Publishing House.

e-Learning Source:

1. https://onlinecourses.nptel.ac.in/noc20_mg15/preview
2. <https://in.coursera.org/specializations/human-resource-management>
3. <https://www.careers360.com/courses-certifications/swayam-human-resource-management-courses-brp-org>

Course Articulation Matrix: (Mapping of COs with POs and PSOs)

PO-PSO CO	PO1	PO2	PO3	PO4	PO5	PSO1	PSO2	PSO3	PSO4
CO1	1	1	1	-	1	2	2	1	-
CO2	2	2	-	1	-	-	-	-	1
CO3	1	2	2	3	-	1	1	-	1
CO4	2	3	1	-	1	1	-	-	-
CO5	1	1	-	1	1	-	1	1	-

1- Low Correlation; 2- Moderate Correlation; 3- Substantial Correlation

Attributes & SDGs

Course Code	Course Title	Attributes							SDGs No.
BM405	HUMAN RESOURCE MANAGEMENT	Employability	Entrepreneurship	Skill Development	Gender Equality	Environment & Sustainability	Human Value	Professional Ethics	4, 8
		√		√			√	√	



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Effective from Session: 2022-23

Course Code	CS403	Title of the Course	COMPUTER IN MANAGEMENT	L	T	P	C
Year	I	Semester	I	2	1	0	3
Pre-Requisite	Nil	Co-requisite	Nil				
Course Objectives	The learner acquaintance with computer hardware, To use software on a particular hardware, To know the basic Networking concepts						

Course Outcomes

CO1	To understand the computers and its implication in Management.
CO2	To understand the MS office and its use in management.
CO3	To understand the network and how networking is useful
CO4	To understand the internet and its use in management
CO5	To understand the E-Commerce and how it is emerging a new market.

Unit No.	Title of the Unit	Content of Unit	Contact Hrs.	Mapped CO
1	INTRODUCTION TO COMPUTERS	Introduction and definition of computer; functional components of a computer system-(Input unit, CPU, Memory and output unit); Types of memory and memory hierarchy; Functioning inside a computer; characteristics, advantages and limitations of a computer;classificationofcomputers;EssentialComponentsofcomputerHardware:(a)Inputdevice s- keyboard, printing devices, voice speech devices, scanner, MICR, OMR, Bar code reader, digital camera etc. (b) Output devices - Visual Display Unit, printers, plotters etc.(c) Storage Devices - Magnetic storage devices, Optical storage devices, Flash Memory etc. Software: Introduction; Types of software with examples; Introduction to languages, compiler, interpreter and assembler. Operating System: Definition, Functions, Types and Classification, Elements of GUI based operating system-Windows-Use of menus, tools and Commands of windows operating system.	6	CO1
2	INTRODUCTION TO MS OFFICE	Use of MS-Office: Basics of MS-Word, MS-Excel and MS- Power Point; Application of the software's for documentation and making reports; preparation of questionnaires, presentations, tables and reports (Practical) Database Management System: Overview of DBMS; Components of DBMS, Recent trends in database, RDBMS. MS Access: Overview of MS-Access. Creating tables, queries, forms and reports in MS-Access.	6	CO2
3	COMPUTER NETWORK	Overview of Computer Network, Types of computer networks (LAN, WAN and MAN), Network topologies, Components of computer networks (servers, workstations, network interface cards, hub, switches, cables, etc..)	6	CO3
4	INTERNET	Overview of Internet, Architecture & Functioning of Internet, Basic services over Internet like WWW, FTP, Telnet, Gopher etc., IP addresses, ISPs, URL, Domain names, Web Browsers, Internet Protocols, Search engines, e-mail, Web browsing, searching, downloading & uploading from Internet.	6	CO4
5	E-COMMERCE	Introduction, Comparison between Traditional commerce and E-commerce; Advantages & disadvantages of e-commerce, Buying & Selling on Internet, Issues in Implementing Electronic Commerce. Applications of Information Technology: Information Technology (IT) applied to various functional areas of management, such as Production/Operations, Marketing, Human Resource, Finance and Materials Management.	6	CO5

Reference Books:

1. Lucas. 2004. Information Technology for management. McGraw Hill.
2. Rajaraman V. 2006. Introduction to information technology. Prentice Hall of India.
3. Ram KK, LMittal.KK&KarthikKK.2007.MIS.Mac
4. Vishnu Dwivedi., Management Information System, Tata McGraw Hill, New Delhi

e-Learning Source:

1. <https://nptel.ac.in/courses/106103068>

Course Articulation Matrix: (Mapping of COs with POs and PSOs)

PO-PSO CO	PO1	PO2	PO3	PO4	PO5	PSO1	PSO2	PSO3	PSO4
CO1	3	2	2	-	-	1	-	-	-
CO2	3	1	2	-	-	2	1	1	-
CO3	3	2	1	-	-	1	-	2	-
CO4	3	3	3	-	-	2	-	-	-
CO5	3	2	1	-	-	1	-	-	3

2- Low Correlation; 2- Moderate Correlation; 3- Substantial Correlation

Attributes & SDGs

Course Code	Course Title	Attributes								SDGs No.
CS403	COMPUTER IN MANAGEMENT	Employability	Entrepreneurship	Skill Development	Gender Equality	Environment & Sustainability	Human Value	Professional Ethics		4
		√	√	√						



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Effective from Session: 2022-23							
Course Code	CS404	Title of the Course	COMPUTER IN MANAGEMENT LAB	L	T	P	C
Year	I	Semester	I	0	0	4	2
Pre-Requisite	Nil	Co-requisite	Nil				
Course Objectives	The learner acquaintance with computer hardware, To use software on a particular hardware, To know the basic Networking concepts in practical form.						

Course Outcomes	
CO1	To understand the computers and its implication in Management.
CO2	To understand the MS office and its use in management.
CO3	To understand the network and how networking is useful.
CO4	To understand the internet and its use in management.
CO5	To understand the E-Commerce and how it is emerging a new market.

Unit No.	Title of the Unit	Content of Unit	Contact Hrs.	Mapped CO
1	MSWORD	New Document, entering & changing text, Aligning, Justifying, Bold, Italics, Underline, Borders & Shading, Table-Creation, adding rows & columns, splitting & combining cells, Headers & Footers, inserting pictures, graphs, chart, word Art, find & Replace, Page setup. Mail Merge: Creating of main documents & data source, Adding & Removing fields from data source. Exercise: Make a file using Bold, italics, and underline, set alignments (Left, right, & Center), creating a file and use format painter, insert a table in a file and apply bullets and numbers in row and columns. Insert header and footer in a document, alignment of text in header and footer and insert a logo, page number of page and date. Apply watermark (text) in a document. Apply border and shading in page. Apply superscript and subscript wherever required in the document. Insert picture and text in textbox. Create a diagram or organization chart in document. Save an existing file with a different name and different location. Create a document and set lines pacing. Write a letter for inviting 100 people using mail merge with minimum 4 fields (Name, Address, phone number, e-mail ID) Add on more field of your choice and remove the address field. Rename phone number field with contact number. Create a file using word ART. Create a document and insert a graph and chart in it. Set page margin (left, right, bottom) of 1 inch and set gutter margin. Show the use of grouping option.	10	CO1
2	MS-EXCEL	Cell, worksheet, work-book, cell entering-text value, formulae, insertion and deletion of row, column, and worksheet, auto sum tool, cell referencing function –sum, average, max, min, count, sum if, count if, if, v look up. Insert a new work sheet in an existing worksheet and also rename work sheet. Set the width of column and rows. Merge cells. Sort the data in alphabetical manner. Filter the data accordingly. Create a mark sheet and apply conditional formatting. Apply validation to a selected area. Set margins of excel sheet using print preview option. Creating mark sheet using print sum, if and if function. Calculate mean of total marks in the marks sheet. Set the data in the manner that it shows two figures after decimal using round function. Insert comment on specific cell using comment option. Using MOD function separate odd and even figures. Find the maximum and minimum value in the worksheet. Find the value which have more than a given limit using count if function. Apply data on every page using DATE function. Show the use of V look up function in the existing data. Show the changes occurred in the adjacent cell when goal seek function is used. Draw a pie and bar chart according to given data. Sum the column by using auto sum tool.	10	CO2
3	MS-POWERPOINT	Creating presentation, adding slide, applying design templates, Master Slide, Adding special effects. Exercise: Creating a power point presentation of 5 slides using custom animation. Insert 2 slides in the existing presentation and change the background color. Insert a chart and a picture in second slide. Show the use of master slide and duplicate slide. Prepare a slide showing slide transition. Insert a movie clip in a slide. Prepare 10 slides each having different design. Un loop the slides how.	10	CO3
4	INTERNET	Web browsing, E-mailing Exercise: Creating an Email ID, Gather the information on a given topic using search engine (Google), Changing IP address of a computer, Show the use of internet search tool. Compress and decompress file and folders.	8	CO4
5	MULTIMEDIA	Text, Graphics, Animation, Audio, Video.	7	CO5

Reference Books:

1. Lucas. 2004. Information Technology for management. McGraw Hill.
2. Rajaraman V. 2006. Introduction to information technology. Prentice Hall of India.
3. Ram K K, L Mittal. KK & Karthik KK. 2007. MIS. Mac.
4. Vishnu Dwivedi., Management Information System, Tata McGraw Hill, New Delhi.

e-Learning Source:

1. <https://nptel.ac.in/courses/106103068>

Course Articulation Matrix: (Mapping of COs with POs and PSOs)									
PO-PSO CO	PO1	PO2	PO3	PO4	PO5	PSO1	PSO2	PSO3	PSO4
CO1	1	2	1	1	2	1	2	2	1
CO2	1	1	2	1	2	3	3	2	1
CO3	1	2	1	3	2	1	1	2	2
CO4	2	2	1	1	1	2	1	1	2
CO5	2	1	1	1	3	1	2	2	2

1- Low Correlation; 2- Moderate Correlation; 3- Substantial Correlation

Attributes & SDGs

Course Code	Course Title	Attributes								SDGs No.
CS404	COMPUTER IN MANAGEMENT LAB	Employability	Entrepreneurship	Skill Development	Gender Equality	Environment & Sustainability	Human Value	Professional Ethics		4
		√	√	√						



Integral University, Lucknow

Effective from Session: 2022-23

Course Code	HA401	Title of the Course	MEDICAL TERMINOLOGY, CLINICAL, DIAGNOSTIC AND THERAPEUTIC SERVICES	L	T	P	C
Year	I	Semester	I	3	1	0	4
Pre-Requisite	Nil	Co-requisite	Nil				
Course Objectives	The objective of the course is to equip the students from the various Medical Terminology and their relation and how the diagnostic procedure working in the hospital and also know about the treatment procedure adopted by the techniques of decision making that they can adopt to ensure that sound decisions are made.						

Course Outcomes	
CO1	To provide the basic understanding of different Health care Systems.
CO2	To making the students able to understand about the Outpatient & Inpatient services.
CO3	Making the students about the Medical Terminology uses in Health care.
CO4	The objective is to make the students able to understand about the Specialty-wise terminology used in Health care.
CO5	To provide the optimal knowledge of different Principles of Supports system in health care.

Unit No.	Title of the Unit	Content of Unit	Contact Hrs.	Mapped CO
1	INTRODUCTION	Primary care, Secondary care, Tertiary care; Rural Medical care, Urban medical care; Curative care & Preventive care; General & Special Hospitals; Clinical Terms; Common Terms of Healthcare Management: Terms related to levels of healthcare, Primary, Secondary and Tertiary; Systems of Medicine: Ayurveda, Siddha, Unani, Homeopathy, Yoga, Naturopathy, Reiki, etc.	8	CO1
2	OUTPATIENT & INPATIENT SERVICES	Medical services; Surgical services; Pediatric services; Dental services; Psychiatric services; Casualty & Emergency services; Hospital Laboratory services; Anesthesia services; Obstetrics and Gynecology services; Neuro-Surgery service; Neurology services; Intensive care unit; Coronary care unit; Burns, paraplegic & malignant disease treatment; Nursing services.	8	CO2
3	MEDICAL TERMINOLOGY	Glossary of medical terms: Major diseases and medical specialties: Roots, Prefixes, Suffixes, Abbreviations and symbols; Common roots: element referring to, usage and definition; Common prefixes and suffixes; Common abbreviations: departments, time, general healthcare, routes of medication and laboratory; Symbols.	8	CO3
4	SPECIALTY-WISE TERMINOLOGY	Pathology terms of common use; Diagnostic and therapeutic terms; Pediatric services; ENT; Ophthalmology; Orthopedics; Dermatology; Cardiology.	8	CO4
5	PRINCIPLES AND SUPPORTS SYSTEM	Principles and methods of organizing, clinical and support services for hospitals; Role of support services in hospital functioning.	8	CO5

Reference Books:

1. Mogli GD: Medical Records, Organization and Management, Jaypee Brothers Medical Publishers (P) Ltd., New Delhi, 2001.
2. Francis CM, Mario C de Souza: Hospital Administration, Jaypee brothers Medical Publishers (P) Ltd., New Delhi, 2000.
3. Tabish, S. A. (2001). Hospital and health services administration: Principles and practice. New Delhi: Oxford University Press.
4. Rowland HS, Rowland BL: Hospital Administration Handbook, Aspen System Corporation: Rockville, 1984.
5. BM Sakharkar, Principles of Hospital Administration and Planning – Jaypee brothers publications.
6. Medical records manual: A guide for Developing countries WHO regional office, stylus Publication

e-Learning Source:

1. <https://www.youtube.com/watch?v=jvDOUz6TyTc>
2. <https://www.youtube.com/watch?v=BbQGOpdX7Cg>
3. <https://www.youtube.com/watch?v=aGqacVw6cE>
4. <https://www.youtube.com/watch?v=8Pv0aM31gMc>

PO-PSO CO	Course Articulation Matrix: (Mapping of COs with POs and PSOs)																
	PO1	PO2	PO3	PO4	PO5	PO6	PO7	PO8	PO9	PO10	PO11	PO12	PSO1	PSO2	PSO3	PSO4	PSO5
CO1	3	2	3	2	3	2	3	3	2	3	2	3	2	3	2	3	3
CO2	3	1	2	2	2	2	2	3	3	3	1	2	2	2	2	2	3
CO3	2	2	3	1	3	1	3	1	2	2	2	3	1	3	1	3	1
CO4	3	2	2	2	3	2	3	3	3	3	2	2	2	3	2	3	3
CO5	3	1	3	2	3	2	3	2	3	3	1	3	2	3	2	3	2

2- Low Correlation; 2- Moderate Correlation; 3- Substantial Correlation

Attributes & SDGs

Course Code	Course Title	Attributes							SDGs No.
HA401	MEDICAL TERMINOLOGY, CLINICAL, DIAGNOSTIC AND THERAPEUTIC SERVICES	Employability	Entrepreneurship	Skill Development	Gender Equality	Environment & Sustainability	Human Value	Professional Ethics	3,4, 11
		√	√	√			√	√	



Integral University, Lucknow

Effective from Session: 2022-23

Course Code	HA402	Title of the Course	HOSPITAL ARCHITECTURE - PLANNING AND DESIGNING	L	3	T	1	P	0	C	4
Year	I	Semester	I								
Pre-Requisite	Nil	Co-requisite	Nil								
Course Objectives											

Course Outcomes	
CO1	To provide the basic understanding of different system of Hospital Planning.
CO2	To making the students able to understand about the Surveying the community.
CO3	Making the students about the Hospital Construction.
CO4	The objective of this unit is to make the students able to understand about the Functional of Hospital Organization:
CO5	To provide the optimal knowledge of different Supportive services in Health Infrastructure.

Unit No.	Title of the Unit	Content of Unit	Contact Hrs.	Mapped CO
1	INTRODUCTION TO HOSPITAL PLANNING	Aim, guiding Principles in Hospital Planning; Regionalization of Hospital Services (Area wide planning); Stages in Hospital Planning; Hospital Utilization Statistics; Assessment of the extent of need for Hospital Services.	8	CO1
2	SURVEYING THE COMMUNITY	Planning for general hospital services; Determining hospital location, size and kind of hospital service, area to be served, bed occupancy and bed ratios, quality of facilities and services; Evaluation of human resource; Hospital Constitution.	8	CO2
3	HOSPITAL CONSTRUCTION	Role of Organization, Governing Board, Hospital Administration; Role of Hospital Architect; Architect's brief, choosing a site, site survey; Process of Hospital Planning; Hospital Design – Guiding Principles in Planning and Designing; Long range plans and facility master plan; Circulation pattern planning of different types of hospitals; Operations and future planning; Equipment planning; Hospital Building - Space requirements; Hospital project management; Hospitals for tomorrow.	8	CO3
4	FUNCTIONAL HOSPITAL ORGANIZATION	Functional Hospital Organization: Hospital code of ethics, medical ethics Indian Boilers Act 1923; Safety of Centralized Gas and Vacuum Supply Services: Petroleum Rules 2002; Fire Safety Regulations; Registration of Hospital, Nursing Homes. Medical specialties- Overview of the functions and sphere of each specialty: oncology, general medicine, cardio thoracic, gastroenterology, urology, nephrology, radiology, psychiatry, endocrinology, neurology, ophthalmology, medical services, surgical services, operation theatre, maternity services, dental services.	8	CO4
5	SUPPORTIVE SERVICES	Clinical laboratories, radiological services, medical records, front office, billing, staffing, housekeeping, transportation, dietary services, emergency services, infection control, mortuary services.	8	CO5

Reference Books:

- 1 Kunders G.D., Gopinath S., and Katakam A. Hospital Planning, Design and Management, Tata McGraw Hill, New Delhi, 1999
- 2 Srinivasan, A.V. (ed.), Managing a Modern Hospital, Chapter 2, Response Books, New Delhi, 2000.
- 3 Sakharkar, B. M. (2009). Principles of hospital administration and planning. Jaypee Brothers Medical Publication
- 4 Lewellyn Davis L., Hospital Planning and Administration, R. Macaulay HMC
- 5

e-Learning Source:

1. https://www.google.com/search?q=INTRODUCTION+TO+HOSPITAL+PLANNING&source=lnms&tbm=vid&sa=X&ved=2ahUKEwlrL0K7Iz9AhUk7zgGHduKAMYQ_AUoBHoECAEQBg&biw=1600&bih=799&dpr=1
2. https://www.google.com/search?q=hospital+construction+youtube&ei=djbnY6_hO8vX4
3. <https://www.studocu.com/in/document/annamalai-university/hospital-and-clinical-pharmacy/hospital-organisation-and-its-function/23344924>

Course Articulation Matrix: (Mapping of COs with POs and PSOs)																	
PO-PSO CO	PO1	PO2	PO3	PO4	PO5	PO6	PO7	PO8	PO9	PO10	PO11	PO12	PSO1	PSO2	PSO3	PSO4	PSO5
CO1	1	2	3	2	3	2	1	3	2	3	2	3	2	3	2	3	-
CO2	3	1	2	2	2	2	2	3	3	3	1	2	2	2	2	2	3
CO3	2	2	3	1	3	1	-	1	2	2	2	3	1	3	1	3	1
CO4	3	2	2	2	3	2	3	3	3	3	2	2	2	3	2	3	3
CO5	3	1	3	2	3	2	3	2	-	3	1	3	2	3	2	3	2

1- Low Correlation; 2- Moderate Correlation; 3- Substantial Correlation

Attributes & SDGs

Course Code	Course Title	Attributes							SDGs No.
HA402	HOSPITAL ARCHITECTURE - PLANNING AND DESIGNING	Employability	Entrepreneurship	Skill Development	Gender Equality	Environment & Sustainability	Human Value	Professional Ethics	3,4, 11
		√	√	√			√	√	



Integral University, Lucknow

Effective from Session: 2022-23

Course Code	HA403	Title of the Course	CLINICAL POSTINGS - I **	L	T	P	C
Year	I	Semester	I	0	0	12	3
Pre-Requisite	Nil	Co-requisite	Nil				
Course Objectives							

Course Outcomes

CO1	To provide the basic understanding of Introduction: Patient Rights.
CO2	To making the students able to understand about the Policies and Procedures of the Hospitals
CO3	Making the students about the Hospital Construction
CO4	The objective of this unit is to make the students able to understand about the Concepts and Issues Related to Healthcare Technology
CO5	To provide the optimal knowledge of Planning Process for Introduction of Technology in Healthcare.

CLINICAL POSTING ASSESSMENT FORM

Name of Student:		Session:	
Enrolment Number:		Date:	
Name of Subject:		Subject code:	
Topics:			

S. No.	Point to be Considered	Max. Marks	Marks Obtained
1.	Punctuality	3	
2.	Interaction with colleagues and supporting staff	3	
3.	Maintenance of case records	3	
4.	Presentation of case records during rounds	3	
5.	Investigation work up in Hospital	3	
6.	Manners to staffs during collection of Data	3	
7.	Rapport with patients	3	
8.	Discipline	2	
9.	Overall quality of clinical work	2	
TOTAL SCORE		25	

(Name and signature of Incharge)

(Incharge, Hospital Management)

GUIDELINES FOR CLINICAL TRAINING PROGRAM

The students of Post Graduate MHA program must spend above mentioned allotted time period in the hospital based clinical training for specified clinical experiences to meet the objectives of the training program. This period of practical and theoretical experience will enable the students to acquire competency and experience to perform as an independent practice and will enable to adjust to the real practical life in different units in the hospital settings.

By the successful completion of this clinical training period, the student is expected to fulfil the objectives of the program and will be examination as given below:

S.No.	Program Name	Year/Semester	Practical on Case	Voice/Viva	Attendance
1.	MHA	Ist Year/ Ist Semester	10 Marks (1 Long Case and 2 Short Case)	10 Marks	5 Marks
2.		Ist Year/ IInd Semester			
3.		IInd Year/ 3rd Semester			
4.		IInd Year/ 4th Semester			

Recommendation:

Since the entry qualification for this master's degree program is graduation in any discipline exposure to and understanding of the internal working of a hospital is essential for every student to appreciate and assimilate the learning in the Masters programme. The subject is designed to facilitate this learning-objective and is based on the principle of "learning by observation". This subject will also help to learn "working in teams".

EVALUATION OF CLINICAL TRAINING

MHA- Students has to prepare 1 long case and 2 short cases during their clinical posting. The evaluation for internal clinical examination of 50 marks will be distributed:

Cases during clinical posting=**25 marks**.

Viva voce =**20 marks**

Attendance=**5 marks**

Course Articulation Matrix: (Mapping of COs with POs and PSOs)																	
PO-PSO CO	PO1	PO2	PO3	PO4	PO5	PO6	PO7	PO8	PO9	PO10	PO11	PO12	PSO1	PSO2	PSO3	PSO4	PSO5
CO1	2	3	3	2	3	2	3	1	2	1	-	-	3	2	3	3	2
CO2	3	3	3	3	2	2	3	2	1	3	-	-	2	2	3	2	3
CO3	3	3	3	3	2	2	3	2	1	3	-	-	3	2	2	2	3
CO4	3	3	3	3	2	2	3	2	1	3	-	-	2	3	2	2	3
CO5	3	3	3	3	2	2	3	2	1	3	-	-	3	2	3	3	2

1- Low Correlation; 2- Moderate Correlation; 3- Substantial Correlation

Attributes & SDGs

Course Code	Course Title	Attributes							SDGs No.
HA403	CLINICAL POSTINGS - I **	Employability	Entrepreneurship	Skill Development	Gender Equality	Environment & Sustainability	Human Value	Professional Ethics	3,4
		√	√	√	√		√	√	



INTEGRAL UNIVERSITY, LUCKNOW
INTEGRAL INSTITUTE OF ALLIED HEALTH SCIENCES & RESEARCH

DEPARTMENT OF PARAMEDICAL SCIENCES

**MASTER IN HOSPITAL ADMINISTRATION
(MHA)**

SYLLABUS

YEAR/ SEMESTER: I/II

INTEGRAL UNIVERSITY, LUCKNOW
INTEGRAL INSTITUTE OF ALLIED HEALTH SCIENCES & RESEARCH
DEPARTMENT OF BASIC MEDICAL SCIENCES
STUDY & EVALUATION SCHEME
MASTER IN HOSPITAL ADMINISTRATION (MHA)
(w.e.f. July 2022)

I -Year

II-Semester

S.N.	Course code	Course Title	Type of Paper	Period Per hr/week/sem			Evaluation Scheme				Sub. Total	Credit	Total Credits
				L	T	P	CT	TA	Total	ESE			
THEORIES													
1	BM406	Business ResearchMethods	Core	03	1	0	40	20	60	40	100	3:1:0	04
2	BM407	Financial Management	Core	03	1	0	40	20	60	40	100	3:1:0	04
3	BM408	Organizational Behaviour	Core	03	0	0	40	20	60	40	100	3:0:0	03
4	HA404	Hospital Administration	Core	03	1	0	40	20	60	40	100	3:1:0	04
5	HA405	Total Quality Management and Hospital Accreditation	Core	03	0	0	40	20	60	40	100	2:1:0	03
6	HA406	Purchase and Inventory Management for Hospitals	Core	03	0	0	40	20	60	40	100	2:1:0	03
7	HA407	Medical Audit and Records		03	0	0	40	20	60	40	100	2:1:0	03
8	HA408	Seminar	Core	00	3	0	25	25	50	--	50	0:0:3	03
9	HA409	Clinical Postings - II	Core	-	-	12	25	25	50	--	50	0:0:3	03
Total				20	6	12	330	190	520	280	800	29	29

Lecture **T:** Tutorials **P:** Practical **C:** Credit **CT:** Class Test

TA: Teacher Assessment **ESE:** End Semester Examination

Sessional Total: Class Test + Teacher Assessment

Subject Total: Sessional Total + End Semester Examination (ESE)

L:



Integral University, Lucknow

Effective from Session: 2022-23												
Course Code		BM406	Title of the Course		BUSINESS RESEARCH METHODS				L	T	P	C
Year		I	Semester		II				3	1	0	4
Pre-Requisite		None	Co-requisite		None							
Course Objectives		The objective of the course is to impart the basic concepts of research methods and application of statistical tools to arrive atrationale decisions.										
Course Outcomes												
CO1	Knowledge of concept / fundamentals for different types of research.											
CO2	Applying relevant research techniques.											
CO3	Understanding relevant scaling & measurement techniques and should use appropriate sampling techniques.											
CO4	Synthesizing different techniques of coding, editing, tabulation and analysis in doing research.											
CO5	Evaluating statistical analysis which includes ANOVA technique and prepare research report.											
Unit No.	Title of the Unit	Content of Unit							Contact Hrs.	Mapped CO		
1	RESEARCH CONCEPT AND PROPOSAL	Research: – Definition, Meaning, Importance types and Qualities of Research; Research applications in functional areas of Business, Emerging trends in Business research. Research & the Scientific Method: Characteristics of the scientific method. Steps in Research Process Concept of Scientific Enquiry: – Formulation of Research Problem – Management Question – Research Question – Investigation Question Research Proposal – Elements of a Research Proposal, Drafting a Research Proposal, evaluating a research proposal.							9	CO1		
2	RESEARCH DESIGN AND ITS TYPES	Research design: Concept, Features of a good research design, Use of a good research design; Qualitative and Quantitative research approaches, Comparison – Pros and Cons of both approaches. Exploratory Research Design: Concept, Types: Qualitative techniques – Projective Techniques, Depth Interview, Experience Survey, Focus Groups, Observation. Descriptive Research Designs: Concept, types and uses. Concept of Cross-sectional and Longitudinal Research Experimental Design: Concept of Cause, Causal relationships, Concept of Independent & Dependent variables, concomitant variable, extraneous variable, Treatment, Control group.							9	CO2		
3	SCALING & MEASUREMENT TECHNIQUES	Scaling & measurement techniques: Concept of Measurement: Need of Measurement; Problems in measurement in management research – Validity and Reliability. Levels of measurement – Nominal, Ordinal, Interval, Ratio. Attitude Scaling Techniques: Concept of Scale – Rating Scales viz. Likert Scales, Semantic Differential Scales, Constant Sum Scales, Graphic Rating Scales – Ranking Scales – Paired comparison & Forced Ranking – Concept and Application.							9	CO3		
4	SCALING & ITS TECHNIQUES	Sampling: Basic Concepts: Defining the Universe, Concepts of Statistical Population, Sample, Characteristics of a good sample. Sampling Frame (practical approach for determining the sample frame expected), Sampling errors, non- Sampling errors, Methods to reduce the errors, Sample Size constraints, non- response. Probability Sample: Simple Random Sample, Systematic Sample, Stratified Random Sample, Area Sampling & Cluster Sampling. Non-Probability Sample: Judgment Sampling, Convenience Sampling, Purposive Sampling, Quota Sampling & Snowballing Sampling methods. Determining the size of the sample – Practical considerations in sampling and sample size, sample size determination.							9	CO4		
5	DATA ANALYSIS AND REPORT WRITING	Data Analysis: Editing, Coding, Tabular representation of data, frequency tables, Construction of frequency distributions, Graphical Representation of Data: Appropriate Usage of Bar charts, Pie charts, and histograms. Hypothesis: Qualities of a good Hypothesis –Framing Null Hypothesis & Alternative Hypothesis. Concept of Hypothesis Testing – Logic & Importance. Analysis of Variance: One way and two-way Classifications. Mechanism of Report Writing-Report Preparation: Types, Report Structure: preliminary section, main report, interpretation of results, suggestions and recommendations, limitations of the study, Report formulation.							9	CO5		
Reference Books:												
1. Research Methodology, Deepak Chawla, NeenaSondhi, Vikas Publication.												
2. Research Methodology, C R Kothari, New Age International.												
3. Business Research Methods by Donald Cooper & Pamela Schindler, TMGH, 9th Edition.												
4. Business Research Methods by T N Srivastava & Shailaja Rao, TMH Publication, 2 nd Edition.												
e-Learning Source:												
1. https://onlinecourses.swayam2.ac.in/cec20_mg14/preview												
2. https://in.coursera.org/browse/physical-science-and-engineering/research-methods												
Course Articulation Matrix: (Mapping of COs with POs and PSOs)												
PO-PSO CO	PO1	PO2	PO3	PO4	PO5	PSO1	PSO2	PSO3	PSO4			
CO1	2	1	-	2	1	2	1	2	2			
CO2	1	2	1	-	2	1	2	2	1			
CO3	2	-	1	2	2	2	1	2	2			
CO4	2	1	2	1	2	2	1	2	2			
CO5	2	1	1	2	1	2	2	1	2			

1- Low Correlation; 2- Moderate Correlation; 3- Substantial Correlation

Attributes & SDGs

Course Code	Course Title	Attributes							SDGs No.
		Employability	Entrepreneurship	Skill Development	Gender Equality	Environment & Sustainability	Human Value	Professional Ethics	
BM406	BUSINESS RESEARCH METHODS	√	√	√					4, 8



Integral University, Lucknow

Effective from Session: 2022-23							
Course Code	BM407	Title of the Course	FINANCIAL MANAGEMENT	L	T	P	C
Year	I	Semester	II	3	1	0	4
Pre-Requisite	None	Co-requisite	NONE				
Course Objectives	This is the foundation course in the area of Finance in order to acquaint a student to use various decision-making tools of finance in a business organization for the efficient utilization of financial resources.						
Course Outcomes							
CO1	Explain the nature and scope of financial management as well as time value of money and risk return trade off						
CO2	Analyze capital budgeting process and capital budgeting techniques						
CO3	Describe various capital structure theories and estimating cost of capital and leverage analysis.						
CO4	Evaluating working capital requirement and management						
CO5	Understanding the determinants of divided decision in relation to various models of dividend policy						
Unit No.	Title of the Unit	Content of Unit			Contact Hrs.	MappedCO	
1	INTRODUCTION	Introduction, Meaning, scope and development of financial management; Finance Function;Objectives of the Firm, Indian financial system, Risk and Return, Time value ofMoney and its relevance, computation of EMI, Annuity, Annuity due.			9	CO1	
2	CAPITAL INVESTMENT DECISIONS	Capital Budgeting: Meaning, Process and Significance, Methods of project evaluation andselection: ARR, Payback and discounted payback, NPV, IRR, Benefit cost ratio and Terminal value Method, risk analysis in investment, Sensitivity Analysis.			10	CO2	
3	FINANCING DECISIONS	Cost of Capital: Cost of Equity, Debt, Retained Earnings and Overall Cost of Capital, Operating and Financial Leverages: Concept and significance, EBIT-EPS analysis, Capital structuring Theories: Net Income approach, Net Operating Income approach and MMapproach.			9	CO3	
4	WORKING CAPITAL DECISIONS	Working Capital: Meaning and significance, working capital cycle, Working capital Management, overall considerations in WCM; determinants and determination of working capital requirements; management of cash; management of receivables management of Inventories.			10	CO4	
5	DIVIDEND DECISIONS	Ploughing back of profits forms of dividends, factors affecting dividend policy, Retained Earning Vs. Dividend Decision; Walter Model; Gordon Model; MM hypothesis. Contemporary issues in financial management.			7	CO5	
Reference Books:							
1. Chandra P., Financial Management: Theory and Practice, 7th Edition, Tata McGraw Hill, New Delhi.							
2. Van Horn James C, Financial Management and Policy, Prentice Hall ofthIndia, New Delhi.							
3. Khan YM and Jain PK, Financial Management - Text and Problems, ,5 Edition, Tata McGraw Hill Publishing Company Ltd, NewDelhi.							
4. Reddy G.S., Financial Management: Theory and Practice,2nd Edition, Himalayan Publications, NewDelhi							
5. Michael C. Ehrhardt and Eugene F. Brigham. (2008). Corporate Finance. (1sted.). South-Western Pub							
e-Learning Source:							
1. Financial Management Specialization (https://in.coursera.org/specializations/financial-management)							
2. Financial Management (https://www.classcentral.com/course/swayam-financial-management-17605)							
3. Fundamentals of Financial Management (https://www.classcentral.com/course/swayam-fundamentals-of-financial-management-17618)							

Course Articulation Matrix: (Mapping of COs with POs and PSOs)									
PO-PSO	PO1	PO2	PO3	PO4	PO5	PSO1	PSO2	PSO3	PSO4
CO									
CO1	2	1	2	1	1	2	2	1	1
CO2	2	2	2	2	2	2	1	2	1
CO3	2	1	1	2	1	2	1	1	1
CO4	2	1	1	2	1	2	1	1	1
CO5	2	2	2	2	2	2	1	2	1

1- Low Correlation; 2- Moderate Correlation; 3- Substantial Correlation

Attributes & SDGs

Course Code	Course Title	Attributes							SDGs No.
BM407	FINANCIAL MANAGEMENT	Employability	Entrepreneurship	Skill Development	Gender Equality	Environment & Sustainability	Human Value	Professional Ethics	4, 9
		✓	✓	✓					



Integral University, Lucknow

Effective from Session: 2022-23							
Course Code	BM408	Title of the Course	ORGANIZATIONAL BEHAVIOR	L	T	P	C
Year	I	Semester	II	3	0	0	3
Pre-Requisite	None	Co-requisite	None				
Course Objectives	The objective of the paper is to familiarize the students with basic management concepts and behavioral processes in the organization						

Course Outcomes	
CO1	To know about the basic concepts of the organization. It will help them to know the challenges and opportunities of the subject.
CO2	To understand the fundamentals of the individuals. It will help them to know the role of the behavior in terms of personality, value and perception.
CO3	To describe the behavioral concepts like learning and motivation over the individuals working in the organization. It will lead to understand the theories related with learning and motivation.
CO4	To learn about the concept of the group & interpersonal dimensions and also to know about its importance for the company
CO5	To know about the leadership styles and provide insights into it and to understand the organizational culture, organizational change and organizational development for the betterment of the organization in this competitive era.

Unit No.	Title of the Unit	Content of Unit	Contact Hrs.	Mapped CO
1	FOUNDATIONS OF ORGANIZATIONAL BEHAVIOR	The Nature and Functions of an Organization; Meaning and systematic study of O.B; Contribution of Behavioral Sciences to O.B; Developing Contingency Model to OB; Challenges and Opportunities in O.B.	7	CO1
2	INDIVIDUAL DIMENSIONS IN ORGANIZATIONAL BEHAVIOR	Basic Individual Differences (ability & biographical characteristics); Personality: Meaning, Theories and Determinants; Values; Attitudes and job Satisfaction; Perception Process.	8	CO2
3	FOUNDATION OF LEARNING AND MOTIVATION	Learning process; Theories of Learning: Classical Conditioning, Operant Conditioning and Social Learning; Motivation: Meaning, Theories of motivation-Maslow, Herzberg, McClelland, McGregor; Process Theories (Vroom's Model); Contemporary Theories: Equity Theory, Attribution Theory).	7	CO3
4	GROUP AND INTERPERSONAL DIMENSIONS	Formation, Classification, Stages and Group Dynamics; Group Decision Making; Teams and Teamwork; Transactional Analysis; Stress and Conflict: Meaning and Causes of Stress, Types of Conflict (Intra Individual & Interactive), Coping Strategies for Stress and Conflict.	7	CO4
5	ORGANIZATIONAL DIMENSIONS	Leadership: Meaning, Style and Theories of Leadership-Trait, Behavioral and Situational Theories. Organizational Culture: Concept, Characteristics, Elements of Culture, Implications of Organization Culture, Organizational Change, Organizational Development	6	CO5

Reference Books:

1. Davis, Keith: Organizational Behaviour, Tata McGraw Hill. Edition-5th.
2. Robins, S.P and Sanghi, S.: Organizational Behaviour, Pearson Edition, New Delhi, Edition-13th.
3. Prasad, L.M.: Organizational Theory and Behaviour, HPH, New Delhi. Edition-3rd
4. Michael C. Ehrhardt and Eugene F. Brigham. (2008). Corporate Finance. (1st ed.). South-Western Pub

e-Learning Source:

<https://archive.nptel.ac.in/courses/110/106/110106145/>

<http://www.digimat.in/nptel/courses/video/110106145/L01.html>

Course Articulation Matrix: (Mapping of COs with POs and PSOs)									
PO-PSO	PO1	PO2	PO3	PO4	PO5	PSO1	PSO2	PSO3	PSO4
CO1	3	3	3	2	2	3	2	3	3
CO2	3	2	3	2	3	3	2	3	3
CO3	3	3	3	2	3	3	2	3	3
CO4	3	3	3	2	3	3	2	3	3
CO5	3	3	3	2	3	3	2	3	3

1- Low Correlation; 2- Moderate Correlation; 3- Substantial Correlation

Attributes & SDGs

Course Code	Course Title	Attributes								SDGs No.
BM408	ORGANIZATIONAL BEHAVIOR	Employability	Entrepreneurship	Skill Development	Gender Equality	Environment & Sustainability	Human Value	Professional Ethics		4
		√	√	√			√	√		



Integral University, Lucknow

Effective from Session: 2022-23							
Course Code	HA404	Title of the Course	HOSPITAL ADMINISTRATION	L	T	P	C
Year	I	Semester	II	3	1	0	4
Pre-Requisite	None	Co-requisite	None				
Course Objectives	The objective of the paper is to student will learn the research methodology, research problem, design, estimation and calculation of sample size, qualitative and research analysis, data analysis						

Course Outcomes	
CO1	To provide the basic understanding of different Concept of Hospitals
CO2	To making the students able to understand about the Introduction to Hospital Administration
CO3	Making the students about the Overview of Hospital Services
CO4	The objective of this unit is to make the students able to understand about the Hospital Management
CO5	To provide the optimal knowledge of different Evaluation of Hospital Services

Unit No.	Title of the Unit	Content of Unit	Contact Hrs.	Mapped CO
1	CONCEPT OF HOSPITALS	Concept of Hospitals: Definition, philosophy and objectives of Hospital; Classification of Hospitals; Hospital as a System and its peculiarities; Intramural and Extramural Functions of a Hospital; Managerial activities in a Hospital; Relationship between a Hospital and its community.	6	CO1
2	INTRODUCTION TO HOSPITAL ADMINISTRATION	Introduction to Hospital Administration: Meaning, nature and principles of Administration; Administration vs Management; Meaning and rationale of Hospital Administration; Roles of Hospital Administration; Skills of Hospital Administration; Types of Hospital Administrators; Professional bodies of Hospital Administrators; Code of Ethics for Hospital Administrators.	6	CO2
3	OVERVIEW OF HOSPITAL SERVICES	Overview of Hospital Services: Administrative Services; Medical and Ancillary Services; Nursing Services; Supportive Services: Pharmacy, medical stores, housekeeping, ward management, CSSD, Laundry, Dietary, Security, and Transport.	6	CO3
4	HOSPITAL MANAGEMENT	Hospital Management: Levels and Roles: Governing Board; Executive Board and Advisory Board; CEO; Medical Administration Nursing Administration; Hospital Administration; Middle Level Managers in Hospital and their Responsibilities; Structuring Hospital Organization.	6	CO4
5	EVALUATION OF HOSPITAL SERVICES	Evaluation of Hospital Services; Management Techniques in Hospitals; Recent Advances in Hospital Administration.	6	CO5

Reference Books:

1. Sakharkar, B. M., & Jaypee Brothers (Jaypee digital). (2009). Principles of Hospital Administration & Planning. (Jaypee eBooks.) Jaypee Brothers Medical Publisher (P) Ltd
2. Srinivasan, S. (1982). Management process in health care. New Delhi: Voluntary Health Association of India.
3. Joshi DC, Joshi, Mamta, (2009). Hospital administration. Jaypee Brothers Medical Publications
4. Gupta, M. C., & Mahajan, B. K. (2003). Textbook of preventive and social medicine. New Delhi: Jaypee Brothers Medical Publishers.

e-Learning Source:

1. <https://youtu.be/Bt0aaxpDITd8>
2. <https://youtu.be/Bt0aaxpDITd8>
3. <https://youtu.be/hpwnmlr-ZHB0>
4. <https://youtu.be/KHvfdKw218>

Course Articulation Matrix: (Mapping of COs with POs and PSOs)																	
PO-PSO CO	PO1	PO2	PO3	PO4	PO5	PO6	PO7	PO8	PO9	PO10	PO11	PO12	PSO1	PSO2	PSO3	PSO4	PSO5
CO1	1	2	3	2	3	2	1	3	2	3	2	3	2	3	2	3	-
CO2	3	1	2	2	2	2	2	3	3	3	1	2	2	2	2	2	3
CO3	2	2	3	1	3	1	-	1	2	2	2	3	1	3	1	3	1
CO4	3	2	2	2	3	2	3	3	3	3	2	2	2	3	2	3	3
CO5	3	1	3	2	3	2	3	2	-	3	1	3	2	3	2	3	2

1- Low Correlation; 2- Moderate Correlation; 3- Substantial Correlation

Attributes & SDGs

Course Code	Course Title	Attributes							SDGs No.
HA404	HOSPITAL ADMINISTRATION	Employability	Entrepreneurship	Skill Development	Gender Equality	Environment & Sustainability	Human Value	Professional Ethics	4
		√	√	√			√	√	



Integral University, Lucknow

Effective from Session: 2022-23							
Course Code	HA405	Title of the Course	TOTAL QUALITY MANAGEMENT AND HOSPITAL ACCREDITATION	L	T	P	C
Year	I	Semester	II	2	1	0	3
Pre-Requisite	None	Co-requisite	None				
Course Objectives	The objective of the paper is to student will learn the total quality management and hospital accreditation.						

Course Outcomes	
CO1	To provide the basic understanding of Evolution of Quality Management
CO2	To making the students able to understand about the Quality Management in Hospital
CO3	Making the students about the Team work and Tools in TQM
CO4	The objective of this unit is to make the students able to understand about the Organization and Roles in Quality
CO5	To provide the optimal knowledge of different Hospital Accreditation.

Unit No.	Title of the Unit	Content of Unit	Contact Hrs.	Mapped CO
1	EVOLUTION OF QUALITY MANAGEMENT	Evolution of Quality Management: Introduction, concept, definition, origin & growth of Quality Management; Importance and Significance of TQM for Hospitals; Prerequisites of Quality Management in Hospitals; Role of Medical Record in Quality Management; Quality Circles; Quality Assurance.	6	CO1
2	QUALITY MANAGEMENT IN HOSPITAL	Quality Management in Hospital: Front Office; OPD; Casualty; Labs; OT; CSSD; IP; Nursing services; Emergency and Trauma care; Dietary; House Keeping; ICU; CCU; MRD; Laundry; Canteen; Hospital stores.	6	CO2
3	TEAM WORK AND TOOLS IN TQM	Team work and Tools in TQM: TQM team work; Employee involvement; Key result areas; Leadership; TQM Tools; Quality Function Deployment (QFD); Concurrent engineering; FMEA; P-C-D-A Cycle; JIT (Just in Time); Kaizan; 'O' defect programme; Statistical Tools in TQM; Flow diagram; Pareto Analysis; Cause and effect diagram; Control Charts; Bench Marking; Business Process Reengineering; Six Sigma; Assessing Quality; Patient satisfaction survey; TQM practices in Indian Hospitals.	6	CO3
4	ORGANIZATION AND ROLES IN QUALITY	Organization and Roles in Quality: Quality Policy; Commitment to Patients and Staff; Code of Conduct for Health Professionals; Job Description of Quality Manager; Quality Steering Committee; Obstacles to the practice of Quality in Hospitals.	6	CO4
5	HOSPITAL ACCREDITATION	Hospital Accreditation: Concept of Hospital Accreditation; ISO 2000 & 14000; NABL, NABH, JCI & JCAHO; Accreditations Scenario in India and abroad; Organizations and authorities for accreditations in India; Accreditation process; Role of the government in developing an accreditation system.	6	CO5

Reference Books:

1. Principles of Hospital Administration and Planning, by B.M.Sakharkar published by :Jaypee Brothers, Medical Publishers (P) Ltd., New Delhi, 2010
2. Sridhar Bhat, TOTAL QUALITY MANAGEMENT, Himalaya House pub., Mumbai,2002
3. Sundara Raju S.M., TOTAL QUALITY MANAGEMENT: A PRIMER, Tata McGrawHill
4. D.D. Sharma, Text book of Quality Management
5. Sakharkar, B. M., & Jaypee Brothers (Jaypeedigital). (2009). Principles of HospitalAdministration & Planning. (Jaypee eBooks.) Jaypee Brothers Medical Publisher (P) Ltd

e-Learning Source:

1. <https://www.youtube.com/watch?v=ssppAT8n9B8>
2. <https://www.youtube.com/watch?v=-jVDhXh-XX8>

Course Articulation Matrix: (Mapping of COs with POs and PSOs)																	
PO-PSO CO	PO1	PO2	PO3	PO4	PO5	PO6	PO7	PO8	PO9	PO10	PO11	PO12	PSO1	PSO2	PSO3	PSO4	PSO5
CO1	1	2	3	2	3	2	1	3	2	3	2	3	2	3	2	3	-
CO2	3	1	2	2	2	2	2	3	3	3	1	2	2	2	2	2	3
CO3	2	2	3	1	3	1	-	1	2	2	2	3	1	3	1	3	1
CO4	3	2	2	2	3	2	3	3	3	3	2	2	2	3	2	3	3
CO5	3	1	3	2	3	2	3	2	-	3	1	3	2	3	2	3	2

2- Low Correlation; 2- Moderate Correlation; 3- Substantial Correlation

Attributes & SDGs

Course Code	Course Title	Attributes							SDGs No.
HA405	TOTAL QUALITY MANAGEMENT AND HOSPITAL ACCREDITATION	Employability	Entrepreneurship	Skill Development	Gender Equality	Environment & Sustainability	Human Value	Professional Ethics	4
		√	√	√			√	√	



Integral University, Lucknow

Effective from Session: 2022-23							
Course Code	HA406	Title of the Course	PURCHASE AND INVENTORY MANAGEMENT	L	T	P	C
Year	I	Semester	II	2	1	0	3
Pre-Requisite	None	Co-requisite	None				
Course Objectives	The objective of the paper is to student will learn the total quality management and hospital accreditation.						

Course Outcomes	
CO1	To provide the basic understanding of Logistic Management
CO2	To making the students able to understand about the Inventory Control
CO3	Making the students about the Store Management.
CO4	The objective of this unit is to make the students able to understand about the Equipment Planning and Procurement
CO5	To provide the optimal knowledge of Recent Trends in Materials Management

Unit No.	Title of the Unit	Content of Unit	Contact Hrs.	Mapped CO
1	LOGISTIC MANAGEMENT:	LOGISTIC MANAGEMENT: importance-objectives-functions-Principles; Purchasing Management – objectives –scope-centralized vs. decentralized purchasing- Principles of Purchasing Management- Tendering Procedures – procurement procedure – Letter of credit.	6	CO1
2	INVENTORY CONTROL:	INVENTORY CONTROL: significance- objectives-categories of hospital inventories-types of Inventory cost –Inventory Control Systems – Pareto's law; Inventory techniques: ABC/VED Analysis– Lead Time Analysis – Maximum and Minimum Level – Reorder level – Economic Order Quantity (EOQ) – JIT.	6	CO2
3	STORE MANAGEMENT:	STORE MANAGEMENT: importance- objectives and functions- location and layout-documentation and store procedure- storekeeper-Types of stores in a Hospital; Standardization- Codification and Classification of materials.	6	CO3
4	EQUIPMENT PLANNING AND PROCUREMENT:	EQUIPMENT PLANNING AND PROCUREMENT: hospital equipments- Steps in equipment selection – replacement and buy back policy; Utilization: equipment history and documents- maintenance and monitoring of biomedical equipments– Factors leading to poor utilization of equipment.	6	CO4
5	RECENT TRENDS IN MATERIALS MANAGEMENT:	RECENT TRENDS IN MATERIALS MANAGEMENT: scope and objectives of hospital materials management- Types of Materials used and stored in a Hospital –Computerization of Materials management.	6	CO5

Reference Books:

1. Purchasing and Materials Management, K C Jain & JeetPatidar, S. Chand Publishing, 2019.
2. Introduction to Materials Management, Pearson, Pearson Education, Eighth edition, 2017.
3. Purchasing and Materials Management, P. Gopalakrishnan, McGraw Hill Education; 1st edition, 2017.
4. Purchasing and Supply Chain Management Hardcover, Robert Handfield, Larry Giunipero, James Patterson, Robert Monczka, South-Western College Publishing; 6th edition, 2015.
5. Handbook of Materials Management, Gopalkrishnan P, Prentice Hall India Learning Private Limited; Second edition, 2015.
6. Purchasing And Materials Management, PatidarJeet S Chand & Company, 2011.
7. Hospital Stores Management An Integrated Approach, Sunil Kant Gupta Shakti, Jaypee Brothers Medical Publishers; First edition, 2007.
8. Inventory Management, Chandra Bose, Prentice Hall India Learning Private Limited; 1st edition, 2006.

e-Learning Source:

1. <https://www.youtube.com/watch?v=eYrcIYtabms>
2. https://www.youtube.com/watch?v=5_dB19iWU-I

Course Articulation Matrix: (Mapping of COs with POs and PSOs)																	
PO-PSO CO	PO1	PO2	PO3	PO4	PO5	PO6	PO7	PO8	PO9	PO10	PO11	PO12	PSO1	PSO2	PSO3	PSO4	PSO5
CO1	1	2	3	2	3	2	1	3	2	3	2	3	2	3	2	3	-
CO2	3	1	2	2	2	2	2	3	3	3	1	2	2	2	2	2	3
CO3	2	2	3	1	3	1	-	1	2	2	2	3	1	3	1	3	1
CO4	3	2	2	2	3	2	3	3	3	3	2	2	2	3	2	3	3
CO5	3	1	3	2	3	2	3	2	-	3	1	3	2	3	2	3	2

3- Low Correlation; 2- Moderate Correlation; 3- Substantial Correlation

Attributes & SDGs

Course Code	Course Title	Attributes							SDGs No.
HA406		Employability	Entrepreneurship	Skill Development	Gender Equality	Environment & Sustainability	Human Value	Professional Ethics	
		√	√	√			√	√	4



Integral University, Lucknow

Effective from Session: 2022-23							
Course Code	HA407	Title of the Course	MEDICAL AUDIT AND RECORDS	L	T	P	C
Year	I	Semester	II	2	1	0	3
Pre-Requisite	None	Co-requisite	None				
Course Objectives	The objective of the paper is to student will learn the total quality management and hospital accreditation.						

Course Outcomes	
CO1	To provide the basic understanding of Development in Medical Audit
CO2	To making the students able to understand about the Audit Process
CO3	Making the students about the Medical Records
CO4	The objective of this unit is to make the students able to understand about the Admission, Billing, Nursing Records
CO5	To provide the optimal knowledge of Housekeeping Records.

Unit No.	Title of the Unit	Content of Unit	Contact Hrs.	Mapped CO
1	DEVELOPMENT IN MEDICAL AUDIT	Introduction, definition, origins and development in Medical Audit: Medical Audit Policy; Concepts in Medical Audit; Role of Medical Record in Medical Audit; Medical Audit related to diagnosis, investigations and therapy.	6	CO1
2	AUDIT PROCESS	Use of Computers in the Audit Process; Global Perspective of Medical Audit; Types of Medical Audit; Appraisal of Medical Audit; Methods of Medical Audit	6	CO2
3	MEDICAL RECORDS	Medical Records; Analysis of Medical records; Qualitative, quantitative and statistical committees; EMRD; Medical Registers; Statutory records; Safety, infection surveillance, prevention and control audits.	6	CO3
4	ADMISSION, BILLING, NURSING RECORDS	Admission, Billing, Nursing Records; Diagnostic Records; Infection Control Records; Maintenance of Intensive Care Units Records.	6	CO4
5	HOUSEKEEPING RECORDS	Housekeeping Records; Food Records; Engineering Records; Maintenance Records; Security Records; Fatal Documents; Mortuary Maintenance Records; Transportation records; Medico Legal Records.	6	CO5

Reference Books:

1. Anjan Prakash, Deepali Bhardwaj, Medical Audit, Jaypee Brothers Medical Publishers, New Delhi, 2011.
2. McGrath E.H., S.J., Basic Managerial Skills for All, Prentice-Hall of India Private Limited, New Delhi, 2004.
3. Srinivasan A.V. (ed), Managing a modern hospital, Response Books, New Delhi.
4. Essentials for Hospital Support Services-Sharma and Madhuri
5. Goel SL, Kumar R, Hospital Supportive Services, Deep & Deep Publications Pvt. Ltd, 2004.
6. Anjan Prakash, Deepali Bhardwaj, Medical Audit, Jaypee Brothers Medical Publishers, New Delhi, 2011.

e-Learning Source:

1. <https://www.youtube.com/watch?v=ovKxGlg0JUI>
2. <https://www.youtube.com/watch?v=cODdJvEIRCE>

PO-PSO CO	Course Articulation Matrix: (Mapping of COs with POs and PSOs)																
	PO1	PO2	PO3	PO4	PO5	PO6	PO7	PO8	PO9	PO10	PO11	PO12	PSO1	PSO2	PSO3	PSO4	PSO5
CO1	1	2	3	2	3	2	1	3	2	3	2	3	2	3	2	3	-
CO2	3	1	2	2	2	2	2	3	3	3	1	2	2	2	2	2	3
CO3	2	2	3	1	3	1	-	1	2	2	2	3	1	3	1	3	1
CO4	3	2	2	2	3	2	3	3	3	3	2	2	2	3	2	3	3
CO5	3	1	3	2	3	2	3	2	-	3	1	3	2	3	2	3	2

4- Low Correlation; 2- Moderate Correlation; 3- Substantial Correlation

Attributes & SDGs

Course Code	Course Title	Attributes							SDGs No.
HA407	MEDICAL AUDIT AND RECORDS	Employability	Entrepreneurship	Skill Development	Gender Equality	Environment & Sustainability	Human Value	Professional Ethics	4
		√	√	√			√	√	



Integral University, Lucknow

Effective from Session: 2015-16							
Course Code	HA408	Title of the Course	SEMINAR	L	T	P	C
Year	I	Semester	I	0	3	0	3
Pre-Requisite	Nil	Co-requisite	Nil				
Course Objectives	This course will serve as a platform for students to integrate various components of patient management and debate contentious issues in the efficacy of Physiotherapy techniques used in musculoskeletal, neurological, cardiopulmonary, & Sports rehabilitation as well as enhance presentation skills.						

Course Outcomes	
CO1	The students will understand and interpret latest advancements through different technical papers, reports, Journals, Data sheets, books etc
CO2	The students will inculcate the skills for literature survey and will learn to manage resources effectively.
CO3	The students will be able to summarize the recent research and technologies in the form of review and will be able to deliver power point presentations on an assigned topic.
CO4	The students will be able to communicate his/her ideas with his peers as audience, which will enhance both oral and written communications skills.
CO5	The students will be able to create interest to pursue lifelong learning.

SEMINAR PRESENTATION ASSESSMENT FORM

Name of Student:		Session:	
Enrollment Number:		Date:	
Name of Subject:		Subject code:	
Topics:			

Criteria	Sub-Criteria	Max. Marks	Marks Obtained
Introduction (Max marks-03)	Use appropriate background information	01	
	Has clear statement of purpose	01	
	Shows a logical sequence	01	
Factual Content (Max marks- 15)	Includes accurate information	03	
	Shows up-to-date content	02	
	Presents relevant content	02	
	Shows in-depth and sufficient details	02	
	Addresses all important issues	02	
	Is selective	02	
	Use of proper English Grammar in the text	02	
Presentation Quality (Max marks-02)	Has a good design of presentation (appropriate font, type, size, color, matter per slide etc.)	01	
	Has a clear verbal expression and eye contact with audience	01	
Response to questions (Max marks-03)	Answers question(s) correctly	01	
	Has the ability to think on the spot	01	
	Shows an ability to defend content of presentation	01	
Time Management (Max. mark-02)	Completes the presentation within allocated time	02	
Total Marks		25	

Note: In case of Oral Presentation, each student will be assessed in a 20 minutes time (15 min for presentation & 5 min for discussion) out of 50 marks.

Comments/Suggestions:

(Name and signature of Incharge)

(Head, Physiotherapy)

EVALUATION OF SEMINAR ON CLINICAL ISSUES PRESENTATION

MHA Students has to prepare minimum 2 long case and 2 short cases during their seminar presentation during due course of time. The evaluation for internal seminar examination of 50 marks will be distributed:

Cases during clinical posting=**25 marks**.

Viva voce =**20 marks**

Attendance=**5 marks**

Course Articulation Matrix: (Mapping of COs with POs and PSOs)																	
PO-PSO CO	PO1	PO2	PO3	PO4	PO5	PO6	PO7	PO8	PO9	PO10	PO11	PO12	PSO1	PSO2	PSO3	PSO4	PSO5
CO1	2	3	3	2	3	2	3	1	2	1	-	-	3	2	3	3	2
CO2	3	3	3	3	2	2	3	2	1	3	-	-	2	2	3	2	3
CO3	3	3	3	3	2	2	3	2	1	3	-	-	3	2	2	2	3
CO4	3	3	3	3	2	2	3	2	1	3	-	-	2	3	2	2	3
CO5	3	3	3	3	2	2	3	2	1	3	-	-	3	2	3	3	2

1- Low Correlation; 2- Moderate Correlation; 3- Substantial Correlation

Attributes & SDGs Common for all branches / Disciplines

Course Code	Course Title	Attributes							SDGs No.
HA408	SEMINAR	Empl oyability	Entrepre neurship	Skill Development	Gender Equality	Environment & Sustainability	Human Value	Professional Ethics	3,4,9, 17
		√	√	√			√	√	



Integral University, Lucknow

Effective from Session: 2022-23							
Course Code	HA409	Title of the Course	CLINICAL POSTINGS -II **	L	T	P	C
Year	I	Semester	I	0	0	6	3
Pre-Requisite	Nil	Co-requisite	Nil				
Course Objectives							

Course Outcomes	
CO1	To provide the basic understanding of Introduction: Patient Rights.
CO2	To making the students able to understand about the Policies and Procedures of the Hospitals
CO3	Making the students about the Hospital Construction
CO4	The objective of this unit is to make the students able to understand about the Concepts and Issues Related to Healthcare Technology
CO5	To provide the optimal knowledge of Planning Process For Introduction of Technology in Healthcare

CLINICAL POSTING ASSESSMENT FORM

Name of Student:		Session:	
Enrolment Number:		Date:	
Name of Subject:		Subject code:	
Topics:			

S. No.	Point to be Considered	Max. Marks	Marks Obtained
1.	Punctuality	3	
2.	Interaction with colleagues and supporting staff	3	
3.	Maintenance of case records	3	
4.	Presentation of case records during rounds	3	
5.	Investigation work up in Hospital	3	
6.	Manners to staffs during collection of Data	3	
7.	Rapport with patients	3	
8.	Discipline	2	
9.	Overall quality of clinical work	2	
TOTAL SCORE		25	

(Name and signature of Incharge)

(Incharge, Hospital Management)

GUIDELINES FOR CLINICAL POSTING PROGRAM

The students of Post Graduate MHA program must spend above mentioned allotted time period in the hospital based clinical training for specified clinical experiences to meet the objectives of the training program. This period of practical and theoretical experience will enable the students to acquire competency and experience to perform as an independent practice and will enable to adjust to the real practical life in different units in the hospital settings.

By the successful completion of this clinical training period, the student is expected to fulfil the objectives of the program and will be examination as given below:

S.No.	Program Name	Year/Semester	Practical on Case	Voice/Viva	Attendance
5.	MHA	Ist Year/ Ist Semester	10 Marks (1 Long Case and 2 Short Case)	10 Marks	5 Marks
6.		Ist Year/ IInd Semester			
7.		IInd Year/ 3rd Semester			
8.		IInd Year/ 4th Semester			

Recommendation:

Since the entry qualification for this master's degree program is graduation in any discipline exposure to and understanding of the internal working of a hospital is essential for every student to appreciate and assimilate the learning in the Masters programme. The subject is designed to facilitate this learning-objective and is based on the principle of "learning by observation". This subject will also help to learn "working in teams".

EVALUATION OF CLINICAL POSTING

MHA- Students has to prepare 1 long case and 2 short cases during their clinical posting. The evaluation for internal clinical examination of 50 marks will be distributed:

Cases during clinical posting=**25 marks**.

Viva voce =**20 marks**

Attendance=**5 marks**

Course Articulation Matrix: (Mapping of COs with POs and PSOs)																	
PO-PSO CO	PO1	PO2	PO3	PO4	PO5	PO6	PO7	PO8	PO9	PO10	PO11	PO12	PSO1	PSO2	PSO3	PSO4	PSO5
CO1	2	3	3	2	3	2	3	1	2	1	-	-	3	2	3	3	2
CO2	3	3	3	3	2	2	3	2	1	3	-	-	2	2	3	2	3
CO3	3	3	3	3	2	2	3	2	1	3	-	-	3	2	2	2	3
CO4	3	3	3	3	2	2	3	2	1	3	-	-	2	3	2	2	3
CO5	3	3	3	3	2	2	3	2	1	3	-	-	3	2	3	3	2

2- Low Correlation; 2- Moderate Correlation; 3- Substantial Correlation

Course Code		Course Title		Attributes & SDGs								SDGs No.	
HA409	CLINICAL POSTINGS - II **			Attributes									
				Employability	Entrepreneurship	Skill Development	Gender Equality	Environment & Sustainability	Human Value	Professional Ethics			
				√	√	√	√		√	√			3,4