

INSTITUTE	FACULTY OF MANAGEMENT STUDIES
PROGRAM	BACHELOR OF BUSINESS ADMINISTRATION
SEMESTER	5
COURSE TITLE	CAREER READINESS PROGRAM
COURSE CODE	04CR1501
COURSE CREDITS	2

Course Outcomes: After completion of this course, student will be able to:

- 1 Inculcate smart approach in logical problem solving
- 2 Improved analytical skills
- 3 Apply the concepts in both competitive exams and placement drives

Pre-requisite of course:NONE

Teaching and Examination Scheme

Theory Hours	Tutorial Hours	Practical Hours	ESE	IA	CSE	Viva	Term Work
2	0	0	0	50	0	0	50

Contents : Unit	Topics	Contact Hours
1	Blood Relation Sub-topics : Word-problem simple and complex type, Coded blood relation	1
2	Seating Arrangement Sub-topics : Ranking, Seating-Arrangement	1
3	Data Arrangement Sub-topics : Data Arrangement, Puzzles	1
4	Average + Problems based on Ages Class Test 1 and doubt solving session, Sub topics : Simple average calculation, Related examples, Combined mean & weighted average Corrected mean & New mean, Age problems using one and two variables Age, average and ratio combined examples	2
5	Ratio and Proportion & Partnership Sub topics : Ratio & Proportion Ratio concept and rules & distributing amount in ratio, Sub topics : Partnership Partnership ratio and profit distribution	1
6	Percentage Class Test 2 and doubt solving session, Sub topics : Reciprocals & equivalent percentage Speed techniques of calculating percentage, Change of base concept Multiplying factor concept	2

Contents : Unit	Topics	Contact Hours
7	Simple Interest & Compound Interest Sub topics : Important formulae & Calculation Calculation of missing value concept Difference between SI and CI for various years, Comparison of SI and CI investment concept Sub topics : Difference between SI and CI for various years. Comparison of SI and CI investment concept	1
8	Profit, Loss & Discount Sub topics : Explanation of basic terms Simple profit & loss concept Discount & multiple discount concept, Faulty balance & wrong measurement , discount or mark up or mixing impurities Other combined examples	1
9	Time & Work Class Test 3 and doubt solving session, Sub-topics : Concepts relating to efficiency Chain Rule, Sub-topics : Concepts relating to group work Concepts relating to pipes & cistern	2
10	Time, Speed and Distance Sub-topics : Concept of Time, speed and distance Concept of Relative Speed, Sub-topics : Concept relating to trains Concept relating to relative speed, Post Assessment Test and Revision	2
Total Hours		14

Textbook :

- 1 Analytic Reasoning, M K Pandey, BSC Publishing Co. Pvt. Ltd., 2016
- 2 A Modern Approach to Logical Reasoning, Agarwal Vikas and Dr.R.S. Aggarwal, S.Chand, 2013
- 3 Quantitative Aptitude, R.S. Aggarwal, S.Chand, 2020

References:

- 1 How To Prepare For The Verbal Ability & Reading Comprehension For The Cat, How To Prepare For The Verbal Ability & Reading Comprehension For The Cat, Arun Sharma and Meenakshi Upadhyay, McGraw Hill, 2022
- 2 Word Power Made Easy, Word Power Made Easy, Norman Lewis, Pocket Books, 1978

Suggested Theory Distribution:

The suggested theory distribution as per Bloom's taxonomy is as follows. This distribution serves as guidelines for teachers and students to achieve effective teaching-learning process

Distribution of Theory for course delivery and evaluation					
Remember / Knowledge	Understand	Apply	Analyze	Evaluate	Higher order Thinking
10.00	20.00	25.00	25.00	10.00	10.00

Instructional Method:

1 THEORY