



Army Institute of Business Administration, Savar

Savar Cantonment, Savar, Dhaka.

MBA Batches Courses Teacher's Guide Line Session : January - April 2018

MGT 6403: Strategic Management

The course focuses on managerial issues that affect the organization as a whole, issues that have long- term implications and deals with organization-environment relationships. The course gives particular emphasis on the characteristics and determinants of goal formation, industrial analysis, the forms of competitive warfare and various types of generic business and corporate strategies as kinds of problems, which affect the success of an entire organization.



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OMT 6301: Production and Operations Management

The course provides students with the concepts of economics of production, basic production decision, and operations of organizations producing goods and services. This covers identification and definition of major problem areas within these functions and development of appropriate concepts and decision processes for dealing with these problems. Main emphasis is given on forecasting quality control and inventory control utilizing the operations research, industrial engineering and system approach.



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ACC 5101: Principles of Accounting :

This is a basic course and deals with functional bookkeeping and accounting. The course covers the basic accounting concepts including double-entry system of book-keeping, recording of transaction, preparation of trial balance, treatment of adjustment entries, preparation of financial statements, accounting for assets and liabilities, accounting system and accounting practices for different types of organizations.



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FIN 6301: Financial Management :

This course covers the nature and scope of financial management, the objectives of financial management, and need for management of working as well as fixed capital, tools for quantitative analysis of prior financial position, techniques of forecasting, the need for funds, techniques of capital budgeting and related concepts, financial structure and profit distribution policy.



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MKT 6301: Marketing Management

Marketing management course is designed to present an integrated approach to marketing from a managerial point of view. Economic quantitative and behavioral concepts are used in analyzing and developing a framework for decision making leading to formulation of an organization's goals and implementation of its marketing program. The course includes identification of market structure, analysis of consumer behavior, factors affecting the efficiency of marketing and the process of planning marketing operations.



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ACC 5202: Management Accounting

The course is a sequence to Principles of Management and deals with tools and techniques of internal use of accounting for management decision viz., analysis and interpretation of financial statements, concept of cost elements, pricing of cost and cost centers, cost classifications, methods of costing and break-even analysis, accounting treatment of price-level changes, budgeting and budgetary control and other uses of accounting information.



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BUS 5101: Business Communication :

This course provides a thorough understanding of the communication process and dynamics in business settings and emphasizes written as well as verbal communications. The course is designed to help the students in learning the techniques and acquiring the skills needed to communicate effectively in management. The course deals with Basic English in the practices of communication. Various techniques of effective communication through business letters, reports, and other media form an integral part of the course.



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BUS 5102: Mathematics for Decision :

The course includes elements of algebra, number fields, linear and non-linear inequalities, functions, sets, analytical geometry, logarithm limit, differential and integral calculus, matrix and linear programming. The purpose of the course is to help the students learn mathematical tools, which are used in management studies.



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BUS 5103: Information Technology for Business value :

The course acquaints students with the role and uses of computer in decision processes. The basics of computer hardware and software are introduced with reference to evolution from abacus to notebooks. Emphasis is given on spreadsheet and database management with reference to various packages.



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BUS5104: Presentation Skill Development :

The objective of this course is to enhance presentation skill through a systemically designed outline. This course provides lucid idea about how to make Power Point slides & demonstrate them in front of an audience. Students will be able to make good presentation relating to their course materials.



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HRM 5201: Human Resources Management :

This course deals with management of human resources in organization, viz., the basic functions of human resource management, sources of personnel, methods of selection, recruitment, developing and motivating the work force, procedures of primary record keeping, compensation, salary and wage administration, promotion, training appraisal, health safety, moral discipline, employee benefits, etc.



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BUS 5204: Business Statistics :

The course is designed to equip the students with statistical tools and concepts to be used in the business decision processes. Methods of descriptive and inferential statistics are covered including measures of central tendency and dispersion, probability distributions, hypothesis testing and their application in the management decision process, correlation and regression analysis and basics of non- parametric statistics. Survey methods, sample design and sources of business statistics in Bangladesh are also discussed.



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MGT 5202: Management and Organizational Behavior :

The course deals with individual and group behavior models in the context of different organizations and social systems. It deals with the basic concepts of motivation, perception, learning and analysis of human behavior, individual differences and job satisfaction attitude changes, group process, team work, role theory, power and authority along with the analysis of small group behavior, group dynamics, leadership, decision, development of organizations and the influence of groups.