

Name of the Department : Mechanical Engineering. Section, University Polytechnic,  
A.M.U. Aligarh.

Date of Meeting of B.O.S. : **09/10/2019 at 12:00 Noon**

### MINUTES

A meeting of the Ordinary Board of Studies of Mechanical Engineering Section, University Polytechnic, was held on **09/10/2019** at 12.00 noon in the Conference Room of University Polytechnic, AMU, Aligarh.

The Incharge, Mechanical Engineering Section on behalf of the board welcome the newly appointed teachers Dr. Saif Akram and Er. Mohd. Atif Jamil at Mechanical Engineering Section University Polytechnic.

The following were present:

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|--------------------------------|-------------------|
| 1. Prof. Arshad Umar           | (In the Chair)    |
| 2. Dr. Shahnawaz Mohsin        | (Incharge, MES)   |
| 3. Prof. Ahmed Ali Khan        | (Assigned Member) |
| 4. Prof. Mohammed Ali          | (Assigned Member) |
| 5. Dr. Badshah Alam            | (Co-Opted Member) |
| 6. Er. S. Abid Hasan           |                   |
| 7. Dr. Mohd. Asif Hasan        |                   |
| 8. Er. Mohd. Mohsin Khan       |                   |
| 9. Er. Shamshad Ali            |                   |
| 10. Dr. Waif Ullah Khan        |                   |
| 11. Dr. Syed Imran Shafiq      |                   |
| 12. Er. Mohd. Arif             |                   |
| 13. Er. Anis Ahemad Ansari     |                   |
| 14. Er. Mohd. Gulam Waris Khan |                   |
| 15. Er. Mohd. Shakeb Ashraf    |                   |
| 16. Er. S. M. Shukat Rafi      |                   |
| 17. Er. Abdul Faheem           |                   |
| 18. Er. Mohd. Umair Zaki       |                   |
| 19. Dr. Saif Akram             |                   |
| 20. Er. Mohd. Atif Jamil       |                   |

AGENDA	DECISION
<b>Item No-01</b>	
Confirmation of the minutes of the last meeting of the Board of Studies.	The Board Confirmed the minutes of the meeting of Board of Studies held on 23/04/2019.
<b>Item No-02</b>	
Appointment of examiners, moderator and examiner for Re-evaluation of Diploma in Engineering (Mechanical/Plastic/Production/RAC). Courses for the session 2019-20.	Recommended the appointment of examiners <b>Annexure-I</b> , moderator <b>Annexure-II</b> and examiner for Re-evaluation of Diploma in Engineering (Mechanical/Plastic/Production/RAC). Courses for the session 2019-20.
<b>Any other item</b>	
The reorganized/modification of syllabi for same syllabi of Diploma in Mechanical/Production/RAC/Plastic engineering courses.	Recommended the reorganized/modification of syllabi for same subject of Diploma in Mechanical/Production/RAC/Plastic engineering courses. <b>Annexure-III</b>
The Board recommended the following names of Assigned member & Co-opted member for the Board of Studies of Mechanical Engineering Section for a period of two year.	<b>Board Passed Assigned Member:</b> 1. Prof. Ahmed Ali Khan, ZHCET, AMU Aligarh. 2. Prof. Mohammed Ali, ZHCET, AMU Aligarh. <b>Board Passed Co-opted Member:</b> 1. Prof. Mohammed Suhaib, Mech. Engg. Dept. JMI, New Delhi 2. Dr. Badshah Alam, University Polytechnic JMI, New Delhi

**DIPLOMA IN MECHANICAL /PRODUCTION /R.A.C ENGINEERING/ PLASTIC TECH**  
**I-SEMESTER**  
**ENGINEERING DRAWING-I**  
**(COURSE NO: BME-102)**

<b>Present Syllabus</b>		<b>Proposed Syllabus (Minor change in contents)</b>	
<b>UNIT-I</b>	Introduction to technical drawing, drawing instruments, size and layout of standard sheets, different types of lines as per BIS specification Printing of letters, single stroke straight/capital and italic/inclined lettering, free hand lettering (alphabet, numerals and roman) lower case and upper case, single stroke vertical and inclined at 75 degree in different standard series of 2.5,5,7,10 and 15 mm height, double stroke lettering of 35 mm height in the ratio of 7:4. Necessity of dimensioning, terms and notation, methods and principles, dimensioning of small components, dimensioning of over all sizes, circles, threaded holes, chamfered surface, tapered surface, holes equally spaced on PCD, counter sunk hole, counter bore, cylindrical parts, narrow space and gaps, radii, curve and arches, chain and parallel dimensioning.	<b>UNIT-I</b>	Introduction to technical drawing, drawing instruments, size and layout of standard sheets, different types of lines as per BIS specification convention of materials Printing of letters, single stroke straight/capital and italic/inclined lettering, free hand lettering (alphabet, numerals and roman) lower case and upper case, single stroke vertical and inclined at 75 degree in different standard series of 2.5,5,7,10 and 15 mm height, double stroke lettering of 35 mm height in the ratio of 7:4. Necessity of dimensioning, terms and notation, methods and principles, dimensioning of small components, dimensioning of over all sizes, circles, threaded holes, chamfered surface, tapered surface, holes equally spaced on PCD, counter sunk hole, counter bore, cylindrical parts, narrow space and gaps, radii, curve and arches, chain and parallel dimensioning.
<b>UNIT-II</b>	Need & importance of scale, definition of representative fraction, find RF of a given scale, types of scales, construction of plane, diagonal and chords scales.	<b>UNIT-II</b>	Need & importance of scale, definition of representative fraction, find RF of a given scale, types of scales, construction of plane and diagonal scales.
<b>UNIT-III</b>	Dividing of line and angle, drawing perpendicular and parallel lines tangent & normal and construction of plane figure, construction of ellipse by different methods i.e. intersecting arc, concentric circle, rectangle/oblong and directrix focus and involutes of different shapes i.e. polygon and circle	<b>UNIT-III</b>	Dividing of line and angle, drawing perpendicular and parallel lines tangent & normal and construction of plane figure, construction of ellipse by different methods i.e. intersecting arc, concentric circle, rectangle/oblong and directrix focus and involutes of different shapes i.e. polygon and circle
<b>UNIT-IV</b>	Construction of parabola and hyperbola by directrix and rectangle method, helix on cylinder, archimedian spiral, cycloid, epicycloids and hypocycloid. Free hand sketching of simple machine parts single and double line plan of single story building of two rooms set showing position of doors windows, ventilation with electric wiring using symbols.	<b>UNIT-IV</b>	Construction of parabola and hyperbola by directrix and rectangle method, helix on cylinder, archimedian spiral, cycloid, epicycloids and hypocycloid.

**DIPLOMA IN MECHANICAL /PRODUCTION /R.A.C ENGINEERING/ PLASTIC TECH**  
**IV-SEMESTER**  
**ENGINEERING DRAWING-II**  
**(COURSE NO: BME-404)**

<b>Present Syllabus</b>		<b>Proposed Syllabus (Minor change in contents)</b>	
<b>UNIT-I</b>	<b>CAM PROFILE</b> (Three Sheets) Cam profiles of the following cases: Profile of a disc cam with knife-edge follower and their displacement diagram Profile of the cam for Roller Follower Profile of the cam for offset Roller follower and its displacement diagram	<b>UNIT-I</b>	<b>CAM PROFILE</b> (Three Sheets) Cam profiles of the following cases: Profile of a disc cam with knife-edge follower and their displacement diagram Profile of the cam for Roller Follower Profile of the cam for offset Roller follower and its displacement diagram
<b>UNIT-II</b>	<b>GEAR PROFILE</b> (Three Sheets) Gear profiles of the following cases: Involute gear profile of a spur gear by the approximate method of construction. Involute gear profile of a spur gear using Base circle method of construction Rack & Pinion	<b>UNIT-II</b>	<b>GEAR PROFILE</b> (Three Sheets) Gear profiles of the following cases: Involute gear profile of a spur gear by the approximate method of construction. Involute gear profile of a spur gear using Base circle method of construction Rack & Pinion
<b>UNIT-III</b>	<b>Details and Assembly Drawing:</b> Practical exercises on drawing from details to the assembly of the following: (Nine sheets) Engine Parts Boiler Mountings Bearing Stop Valve Lathe Machine Parts Screw Jack	<b>UNIT-III</b>	<b>Details and Assembly Drawing:</b> Practical exercises on drawing from details to the assembly of the following: (Nine sheets) Engine Parts Boiler Mountings Bearings Lathe Machine Parts Screw Jack

**DIPLOMA IN MECHANICAL /PRODUCTION /R.A.C ENGINEERING/ PLASTIC TECH**  
**V-SEMESTER**  
**INDUSTRIAL ENGINEERING**  
**(COURSE NO: BME-501)**

<b>Present Syllabus</b>		<b>Proposed Syllabus (Minor change in contents)</b>	
<b>UNIT-I</b>	<p><b>INDUSTRIAL MANAGEMENT:</b> Introduction to industrial management, Management of men material and machines, Scientific management and its principles, Functions of management, Structure of industrial organization, Types and applications.</p> <p><b>INDUSTRIAL OWNERSHIP:</b> Introduction to Ownership and its types: Partnership organization, Joint Stock Company, Private Limited Companies, Public Limited Companies, Private sector and Public sector organization, Concept of the heavy, medium, small scale, cottage and village industries.</p>	<b>UNIT-I</b>	<p><b>INTRODUCTION TO INDUSTRIAL ENGG.:</b> Definition, Application and Industry Classification. <b>Production and Productivity:</b> Definition, Production system, its characteristics, Product Life Cycle, Factors influencing productivity and measurement of productivity.</p> <p><b>PLANT LOCATION:</b> Introduction, Factors affecting plant location.</p> <p><b>PLANT LAYOUT:</b> Definition, Types of layouts, advantages and disadvantages of different layouts.</p> <p><b>MATERIAL HANDLING:</b> Introduction, Material handling equipment, their types, functions and selection.</p>
<b>UNIT-II</b>	<p><b>FINANCIAL MANAGEMENT:</b> Sources of finance, Elements of costs, Prime cost, Factory cost, Other overheads, Total cost, selling price and problems on them Depreciation, Classification and methods of providing depreciation, Problems.</p> <p><b>WAGES AND INCENTIVES:</b> Job evaluation and merit ratings, Definition and objectives, Ranking and point rating methods, Introduction to wages, Types of wages, Introduction to incentives, Types of incentives, Problems based on Halsey and Rowan systems.</p>	<b>UNIT-II</b>	<p><b>WORK STUDY METHOD STUDY:</b> Definition, objectives and need of method study, Role of method study in improving productivity, Procedure of conducting method study, Process charts and diagrams, Process chart symbols, (Flow process chart, Multi-activity chart, Right and Left-hand chart and flow diagram), Examples. Introduction to Therbligs.</p> <p><b>TIME STUDY:</b> Definition, Objectives and procedure of conducting time study, System of performance rating, various allowances, Calculation of standard time.</p> <p><b>ERGONOMICS:</b> Definition, objectives and applications, Design of workplace layout, Man-Machine system, Role of work environment on human performance.</p>
<b>UNIT-III</b>	<p><b>HUMAN RESOURCE MANAGEMENT:</b> Objectives of HRM, Staff development, Training strategies and methods.</p> <p><b>LABOUR AND INDUSTRIAL LAWS:</b> Importance and necessity, Types of Labour laws and disputes, Brief description of the Acts such as Factories Act 1948, Workmen’s Compensation Act 1923, Minimum wage Act 1948, Employee’s provident fund Act 1952.</p> <p><b>ACCIDENTS:</b> Introduction, Classification, Causes and Effects of accidents, Types of industrial hazards.</p>	<b>UNIT-III</b>	<p><b>PLANNING AND CONTROL:</b> An introduction to production, planning and control, its need and objectives, comparison between production planning and production control, Concept of Scheduling, Routing, Dispatching and Expediting, Techniques/methods of PPC like CPM and PERT, terminology related with CPM and PERT, Simple problems on them.</p> <p><b>BREAK EVEN ANALYSIS:</b> Introduction, Break-even chart, Break-even point, Margin of safety, Simple problems on them.</p>
<b>UNIT-IV</b>	<p><b>ENTREPRENEURSHIP DEVELOPMENT:</b> Concept of entrepreneurship, Characteristics of entrepreneur, Role of Entrepreneur, Role of entrepreneurs in Economic Development; Entrepreneurship in India, Entrepreneurship – its Barriers, Preparation of project report, Steps of planning a small to medium enterprises. (SMEs).</p> <p><b>MOTIVATION AND LEADERSHIP:</b> Definition of motivation, Methods for improving motivation, Definition of leadership, Functions of leadership, Manager as a leader.</p>	<b>UNIT-IV</b>	<p><b>FORECASTING:</b> Introduction to sales forecasting, definition, types, applications, need and limitations.</p> <p><b>INVENTORY CONTROL:</b> Introduction, types, objectives, need, terminology used in inventory control, Economic Order Quantity (EOQ), Lot size of production for minimum cost, simple problems on EOQ.</p>

**DIPLOMA IN COMPUTER/ELECTRONIC ENGINEERING**  
**V-SEMESTER**  
**MANAGEMENT & ENTREPRENEURSHIP**  
**(COURSE NO: BME-506)**

Present Syllabus	Proposed Syllabus (Minor change in contents)
<p><b>UNIT-I</b></p> <p><b>INTRODUCTION TO INDUSTRIAL ENGG.:</b> Definition, Application and Industry Classification. <b>Production and Productivity:</b> Definition, Production system, its characteristics, Product Life Cycle, Factors influencing productivity and measurement of productivity.  <b>PLANT LOCATION:</b> Introduction, Factors affecting plant location.  <b>PLANT LAYOUT:</b> Definition, Types of layouts, advantages and disadvantages of different layouts.  <b>MATERIAL HANDLING:</b> Introduction, Material handling equipment, their types, functions and selection.</p>	<p><b>UNIT-I</b></p> <p><b>INDUSTRIAL MANAGEMENT:</b> Introduction to industrial management, Management of men material and machines, Scientific management and its principles, Functions of management, Structure of industrial organization, Types and applications.  <b>INDUSTRIAL OWNERSHIP:</b> Introduction to Ownership and its types: Partnership organization, Joint Stock Company, Private Limited Companies, Public Limited Companies, Private sector and Public sector organization, Concept of the heavy, medium, small scale, cottage and village industries.</p>
<p><b>UNIT-II</b></p> <p><b>WORK STUDY METHOD STUDY:</b> Definition, objectives and need of method study, Role of method study in improving productivity, Procedure of conducting method study, Process charts and diagrams, Process chart symbols, (Flow process chart, Multi-activity chart, Right and Left-hand chart and flow diagram), Examples. Introduction to Therbligs.  <b>TIME STUDY:</b> Definition, Objectives and procedure of conducting time study, System of performance rating, various allowances, Calculation of standard time.  <b>ERGONOMICS:</b> Definition, objectives and applications, Design of workplace layout, Man-Machine system, Role of work environment on human performance.</p>	<p><b>UNIT-II</b></p> <p><b>FINANCIAL MANAGEMENT:</b> Sources of finance, Elements of costs, Prime cost, Factory cost, Other overheads, Total cost, Selling price and problems on them Depreciation, Classification and methods of providing depreciation, Problems.  <b>WAGES AND INCENTIVES:</b> Job evaluation and merit ratings, Definition and objectives, Ranking and point rating methods, Introduction to wages, Types of wages, Introduction to incentives, Types of incentives, Problems based on Halsey and Rowan systems.</p>
<p><b>UNIT-III</b></p> <p><b>PLANNING AND CONTROL:</b> An introduction to production, planning and control, its need and objectives, comparison between production planning and production control, Concept of Scheduling, Routing, Dispatching and Expediting, Techniques/methods of PPC like CPM and PERT, terminology related with CPM and PERT, Simple problems on them.  <b>BREAK EVEN ANALYSIS:</b> Introduction, Break-even chart, Break-even point, Margin of safety, Simple problems on them.</p>	<p><b>UNIT-III</b></p> <p><b>HUMAN RESOURCE MANAGEMENT:</b> Objectives of HRM, Staff development, Training strategies and methods.  <b>LABOUR AND INDUSTRIAL LAWS:</b> Importance and necessity, Types of Labour laws and disputes, Brief description of the Acts such as Factories Act 1948, Workmen’s Compensation Act 1923, Minimum wage Act 1948, Employee’s provident fund Act 1952. <b>ACCIDENTS:</b> Introduction, Classification, Causes and Effects of accidents, Types of industrial hazards.</p>
<p><b>UNIT-IV</b></p> <p><b>FORECASTING:</b> Introduction to sales forecasting, definition, types, applications, need and limitations.  <b>INVENTORY CONTROL:</b> Introduction, types, objectives, need, terminology used in inventory control, Economic Order Quantity (EOQ), Lot size of production for minimum cost, simple problems on EOQ.</p>	<p><b>UNIT-IV</b></p> <p><b>ENTREPRENEURSHIP DEVELOPMENT:</b> Concept of entrepreneurship, Characteristics of entrepreneur, Role of Entrepreneur, Role of entrepreneurs in Economic Development; Entrepreneurship in India, Entrepreneurship – its Barriers, Preparation of project report, Steps of planning a small to medium enterprises. (SMEs).  <b>MOTIVATION AND LEADERSHIP:</b> Definition of motivation, Methods for improving motivation, Definition of leadership, Functions of leadership, Manager as a leader.</p>

**DIPLOMA IN MECHANICAL /PRODUCTION /R.A.C ENGINEERING/ PLASTIC TECH**  
**(B3M1, B3M2)**  
**VI-SEMESTER**  
**INDUSTRIAL MANAGEMENT & ENTREPRENEUR DEVELOPMENT**  
**(COURSE NO: BME-601)**

<b>Present Syllabus</b>		<b>Proposed Syllabus (Minor change in contents)</b>	
<b>UNIT-I</b>	<p><b>INTRODUCTION TO INDUSTRIAL ENGG.:</b> Definition, Application and Industry Classification. <b>Production and Productivity:</b> Definition, Production system, its characteristics, Product Life Cycle, Factors influencing productivity and measurement of productivity.</p> <p><b>PLANT LOCATION:</b> Introduction, Factors affecting plant location.</p> <p><b>PLANT LAYOUT:</b> Definition, Types of layouts, advantages and disadvantages of different layouts.</p> <p><b>MATERIAL HANDLING:</b> Introduction, Material handling equipment, their types, functions and selection.</p>	<b>UNIT-I</b>	<p><b>INDUSTRIAL MANAGEMENT:</b> Introduction to industrial management, Management of men material and machines, Scientific management and its principles, Functions of management, Structure of industrial organization, Types and applications.</p> <p><b>INDUSTRIAL OWNERSHIP:</b> Introduction to Ownership and its types: Partnership organization, Joint Stock Company, Private Limited Companies, Public Limited Companies, Private sector and Public sector organization, Concept of the heavy, medium, small scale, cottage and village industries.</p>
<b>UNIT-II</b>	<p><b>WORK STUDY METHOD STUDY:</b> Definition, objectives and need of method study, Role of method study in improving productivity, Procedure of conducting method study, Process charts and diagrams, Process chart symbols, (Flow process chart, Multi-activity chart, Right and Left-hand chart and flow diagram), Examples. Introduction to Therbligs.</p> <p><b>TIME STUDY:</b> Definition, Objectives and procedure of conducting time study, System of performance rating, various allowances, Calculation of standard time.</p> <p><b>ERGONOMICS:</b> Definition, objectives and applications, Design of workplace layout, Man-Machine system, Role of work environment on human performance.</p>	<b>UNIT-II</b>	<p><b>FINANCIAL MANAGEMENT:</b> Sources of finance, Elements of costs, Prime cost, Factory cost, Other overheads, Total cost, Selling price and problems on them Depreciation, Classification and methods of providing depreciation, Problems.</p> <p><b>WAGES AND INCENTIVES:</b> Job evaluation and merit ratings, Definition and objectives, Ranking and point rating methods, Introduction to wages, Types of wages, Introduction to incentives, Types of incentives, Problems based on Halsey and Rowan systems.</p>
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**DIPLOMA IN ELECTRICAL/ELECTRICAL INSTRUMENTATION ENGINEERING**  
**VI-SEMESTER**  
**MANAGEMENT & ENTREPRENEURSHIP**  
**(COURSE NO: BME-606)**

<b>Present Syllabus</b>		<b>Proposed Syllabus (Minor change in contents)</b>	
<b>UNIT-I</b>	<p><b>INDUSTRIAL MANAGEMENT:</b> Introduction to industrial management, Management of men material and machines, Scientific management and its principles, Functions of management, Structure of industrial organization, Types and applications.</p> <p><b>INDUSTRIAL OWNERSHIP:</b> Introduction to Ownership and its types: Partnership organization, Joint Stock Company, Private Limited Companies, Public Limited Companies, Private sector and Public sector organization, Concept of the heavy, medium, small scale, cottage and village industries.</p>	<b>UNIT-I</b>	<p><b>INDUSTRIAL MANAGEMENT:</b> Introduction to industrial management, Management of men material and machines, Scientific management and its principles, Functions of management, Structure of industrial organization, Types and applications.</p> <p><b>INDUSTRIAL OWNERSHIP:</b> Introduction to Ownership and its types: Partnership organization, Joint Stock Company, Private Limited Companies, Public Limited Companies, Private sector and Public sector organization, Concept of the heavy, medium, small scale, cottage and village industries.</p>
<b>UNIT-II</b>	<p><b>FINANCIAL MANAGEMENT:</b> Sources of finance, Elements of costs, Prime cost, Factory cost, Other overheads, Total cost, Selling price and problems on them Depreciation, Classification and methods of providing depreciation, Problems.</p> <p><b>WAGES AND INCENTIVES:</b> Job evaluation and merit ratings, Definition and objectives, Ranking and point rating methods, Introduction to wages, Types of wages, Introduction to incentives, Types of incentives, Problems based on Halsey and Rowan systems.</p>	<b>UNIT-II</b>	<p><b>FINANCIAL MANAGEMENT:</b> Sources of finance, Elements of costs, Prime cost, Factory cost, Other overheads, Total cost, Selling price and problems on them Depreciation, Classification and methods of providing depreciation, Problems.</p> <p><b>WAGES AND INCENTIVES:</b> Job evaluation and merit ratings, Definition and objectives, Ranking and point rating methods, Introduction to wages, Types of wages, Introduction to incentives, Types of incentives, Problems based on Halsey and Rowan systems.</p>
<b>UNIT-III</b>	<p><b>HUMAN RESOURCE MANAGEMENT:</b> Objectives of HRM, Staff development, Training strategies and methods.</p> <p><b>LABOUR AND INDUSTRIAL LAWS:</b> Importance and necessity, Types of Labour laws and disputes, Brief description of the Acts such as Factories Act 1948, Workmen's Compensation Act 1923, Minimum wage Act 1948, Employee's provident fund Act 1952. <b>ACCIDENTS:</b> Introduction, Classification, Causes and Effects of accidents, Types of industrial hazards.</p>	<b>UNIT-III</b>	<p><b>HUMAN RESOURCE MANAGEMENT:</b> Objectives of HRM, Staff development, Training strategies and methods.</p> <p><b>LABOUR AND INDUSTRIAL LAWS:</b> Importance and necessity, Types of Labour laws and disputes, Brief description of the Acts such as Factories Act 1948, Workmen's Compensation Act 1923, Minimum wage Act 1948, Employee's provident fund Act 1952. <b>ACCIDENTS:</b> Introduction, Classification, Causes and Effects of accidents, Types of industrial hazards.</p>
<b>UNIT-IV</b>	<p><b>ENTREPRENEURSHIP DEVELOPMENT:</b> Concept of entrepreneurship, Characteristics of entrepreneur, Role of Entrepreneur, Role of entrepreneurs in Economic Development; Entrepreneurship in India, Entrepreneurship – its Barriers, Preparation of project report, Steps of planning a small to medium enterprises. (SMEs).</p> <p><b>MOTIVATION AND LEADERSHIP:</b> Definition of motivation, Methods for improving motivation, Definition of leadership, Functions of leadership, Manager as a leader.</p>	<b>UNIT-IV</b>	<p><b>ENTREPRENEURSHIP DEVELOPMENT:</b> Concept of entrepreneurship, Characteristics of entrepreneur, Role of Entrepreneur, Role of entrepreneurs in Economic Development; Entrepreneurship in India, Entrepreneurship – its Barriers, Preparation of project report, Steps of planning a small to medium enterprises. (SMEs).</p> <p><b>MOTIVATION AND LEADERSHIP:</b> Definition of motivation, Methods for improving motivation, Definition of leadership, Functions of leadership, Manager as a leader.</p>