

BROCHURE

THE MASTER OF BUSINESS ADMINISTRATION (MBA) PROGRAM

**SCHOOL OF BUSINESS
UNIVERSITY OF ASIA PACIFIC (UAP)
DHAKA, BANGLADESH**

September 8, 2015

UNIVERSITY OF ASIA PACIFIC (UAP)

The University of Asia Pacific (UAP), established by the Foundation for Human and Social Development, was granted charter by the Government of Bangladesh in 1996. The University is dedicated to equip the students with the means to become productive members of the community by providing quality education commensurate with investment. The President of Bangladesh is the Chancellor of the University and a Board of Governors provides general superintendence and guidance.

The UAP is administered by a highly experienced team consisting of former vice chancellors, diplomats and senior executives of the government. The teaching staff consists of highly qualified full time academics and part time professional. The University of Asia Pacific is an equal opportunity institution with respect to both education and employment. The university's policies, programs and activities are in full compliance with the Private University Act, 1992.

The UAP offers a five year undergraduate program in Architecture and four year undergraduate programs in Business Administration, Civil Engineering, Computer Science and Engineering, Electrical & Electronics Engineering, Law & Human Rights and Pharmacy. UAP is also offering postgraduate programs like MBA, EMBA, MS Pharm. Tech., LLM, MCS, MCSE and M. Sc. in CE.

SCHOOL OF BUSINESS

The School of Business of the UAP prepares for career in management. The school is housed in a spacious building located on 74/A Green Road in the heart of the city with state-of-the-art facilities. The school is currently running BBA, MBA and EMBA programs. The school is supported by excellent library services, computer laboratory, cafeteria, and recreation facilities.

The school has foreign trained and experienced full time and adjunct faculty members. In addition, highly qualified professional/executives from business and government organizations provide practical exposure of the reality of business world and the art of management to the students.

THE MASTER OF BUSINESS ADMINISTRATION (MBA) PROGRAM

Introduction

Considering the potential in terms of efficient management skill, social standing and financial recognition the university started offering MBA program in the year 2000. Whether one chooses to do a full-time MBA (typically designed for recent graduates) or an Executive MBA (fast-paced learning for seasoned managers), UAP's MBA programs have just the right kind for a prospective candidate.

The programs are well-suited with the opportunities of accelerated and self-paced options. The UAP's Business School, i.e., Department of Business Administration, offers business study programs that enable its graduates to stand out from rest of the candidates in the job market since the programs instill a lot more than traditional bookish knowledge. In real life

situations, employers ferret out the candidates who can do the tasks assigned at work; rather than candidates who thwart in the process.

UAP graduates have a tradition of being self-disciplined at work and possess the confidence and the ability to accomplish the task assigned at work just because, at UAP, the teaching style also has a lot to do with experiential learning that enables the students to be competent enough to combat the challenges posed at the real life work environment. The MBA at UAP offers not just a degree; but a lot more than that.

The UAP MBA inculcates a demonstration of abilities required for working in a team, of clear thinking, clever planning, and a steadfast resolve that is necessary in the business arena. These qualities are attained through the up-to-date curricula and extra-curricula activities, simulation trainings and experiential learning assignments. The courses are administered by experienced, well-informed and knowledgeable full-time and part-time faculty members who are adept in training the pupils to be groomed into competent business professionals that are required for the job market. There is a proper mix of professionals and academics in the UAP business school which is essential for the students in learning the skills of survival in the work environment. In addition, the school is supported by well-stocked library services, computer laboratory, cafeteria, and recreation facilities.

UAP's business school is a stark contrast to a typical or a traditional commercial business school. In UAP, students have a lot more access to the instructors for any professional requirement and follow-up with the class lectures that is nearly absent in other business schools. The faculty members take special care to tailor-make their lectures and presentations according to the needs of the class. The cooperative attitude of the faculty members has led to a very congenial atmosphere of learning where students can approach the faculty members regarding their problems of understanding lectures, without any hesitation.

Seminars, events and workshops on total quality management, mock interview, career planning, business planning, CV writing, campaign planning, tv script writing and visualization, drama presentation on management issues and organizational behavior, role playing, skit presentation, survey, case presentation, project work, group discussion, film shows, demonstration, hands-on practice, laboratory work, plant visit, organization attachment and study tour etc. that enable the business students' accomplishments to speak for themselves. These relentless efforts in bringing out the best in you; distinguish you, as a business graduate from the rest of your competitors in the job market.

The Master of Business Administration (MBA) of The University of Asia Pacific (UAP) is a full fledged and full time program of 60 credit hours spread over two years. However, depending upon the credit transfers, course waiver and exemption of internship attachment, the duration may be less than two years. A student may also enroll as a part time student in which case the duration will be longer than two years. The program is offered in the evening and so the in-service people, entrepreneurs and self-employed can also join for development of their career/ business prospects.

Objectives

The specific objectives of the MBA program are to help the students:

- acquire a better understanding of the roles and responsibilities of the professional managers in organizations and society;
- develop the decision making skill;
- acquire the ability to speak and write effectively and professionally;
- develop skill in interpersonal relations;
- achieve an increased awareness and understanding of the business world; and
- attain the capability of acquiring further education and training.

The UAP MBA makes managers more effective, improves their career opportunities and enhances their personal development.

UAP MBA CURRICULUM

The MBA curriculum of the UAP is a unique blend of academic and practical know-how of management discipline and business environment, and is designed to develop the knowledge, skills and attitude required of a 21st century manager/entrepreneur.

Structure

The curriculum consists of 20 courses and an internship/dissertation program. Each course carries three credit hours. The total credit requirement for the program is 60 credits. The 20 courses are segregated into ten (10) foundation, five (5) functional, four (4) major/concentration and one (1) integrated capstone course. To obtain MBA degree, a student must complete all the courses (unless waived) and defend successfully the internship/dissertation report. Waiver is given only in the foundation courses. Following is the detailed structure of courses:

Foundation courses (30 credit hours)

MBA is a multi-disciplinary program. As students from different discipline enroll in the program, the following foundation courses will build the base of the students. A student can get waiver from the foundation courses provided the student's previous degrees match with the waived courses.

MSC 501	Business Mathematics
ACN 501	Financial Accounting
ACN502	Management Accounting
BSN 503	Managerial Communications
MSC 502	Business Statistics
BSN 504	Business Law
MGT 503	International Business
ECN 501	Managerial Economics
MGT 501	Management of Organizations
MGT507	Research Methodology

Functional (Core) Area courses (15 credit hours)

Functional area courses are the core MBA courses. These courses provide students with essential management skills in different line activities of an organization. The students are

required to complete a core area specific course before taking specialization courses in that area. The functional area courses are:

MKT 501	Marketing Management
HRM 501	Human Resource Management
FIN 501	Managerial Finance
POM 501	Production-Operations Management
CIS 503	Management Information System

Concentration (Major) courses (12 credit hours):

An MBA student has to complete four elective courses from the concentration areas. However, if a student chooses to specialize (major) in an area, he/she is required to complete at least three courses in the chosen concentration; otherwise the student will be awarded a “general” MBA without any concentration. Subject to registration requirement and faculty availability, concentration is offered in the following areas:

- Accounting
- Bank Management
- Entrepreneurship
- Finance
- Human Resources Management
- Information System
- Management
- Management Science
- Marketing
- Markets and Development
- Operations Management
- Pharmaceuticals Marketing
- Risk Management & Insurance
- Supply Chain Management

Capstone course (3 credit hours)

After successful completion of all the functional area courses students integrate the acquired concepts by a process of synthesis accomplished through a capstone course titled:

MGT 600	Strategic Management
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List of concentration area courses

ACN ACCOUNTING

503	Computerized Accounting System
504	Managerial Control Systems
505	Auditing
506	Taxation
507	International Accounting Standard (IAS)

BMG BANK MANAGEMENT

501	Investment Theory
502	Financial Institutions
503	Management of Commercial Banks
504	Central Banking
505	Banking Laws and Accounting
506	Bank Accounts

ENT ENTREPRENEURSHIP

- 501 Entrepreneurial Finance
- 502 Entrepreneurial Marketing
- 503 Entrepreneurship and Corporate Venturing
- 504 Innovation Management
- 505 Management of Technology
- 506 Managing Changes
- 507 Managing Product Development
- 508 Negotiation
- 509 Small Business Management
- 510 Social Entrepreneurship
- 511 Franchise Management
- 512 Technology and Markets
- 513 Seminars in small Business

FIN FINANCE

- 502 Corporate Finance
- 503 Advanced Financial Management
- 504 Portfolio Management
- 505 International Finance
- 506 Capital Management
- 507 Investment Theory
- 508 Intermediate Financial Management
- 509 Financial Institutions and Market
- 510 Financial Derivatives
- 511 Banking Laws and Accounting

HRM HUMAN RESOURCES MANAGEMENT

- 503 Career Management
- 504 Leadership, Power and Influence
- 505 Managerial Negotiation
- 506 Organization and Conflict Management
- 507 Manpower Planning and Personnel Policy
- 508 Industrial Relations
- 509 Entrepreneurship
- 510 Human Resources Management System
- 511 Strategic Human Resources management

MIS INFORMATION SYSTEM

- 502 Computer Programming
- 503 Computers in Management
- 504 Management of Information Technologies
- 505 Advance Programming
- 506 Electronic Commerce
- 507 Computer Networking

- 508 Systems Analysis and Design
- 509 Networking and Operating System
- 510 Database Design and Application Development
- 511 Decision Support System

MGT MANAGEMENT

- 503 International Business
- 504 Values and Ethics in Management
- 505 Project Appraisal and Management
- 506 Environment Management
- 507 Research Methodology
- 508 The Management of innovation and Change
- 509 Power and Influence
- 510 Negotiation, Mediation and Conflict Resolution
- 511 Business Research Methods
- 512 Leadership
- 513 Entrepreneurship

MSC MANAGEMENT SCIENCE

- 503 Decision Science
- 504 Statistical Analysis
- 505 Operations Research
- 506 Mathematical Modeling
- 507 Applied Management Science

MKT MARKETING

- 502 Consumer Behavior
- 503 Marketing Research for Managers
- 504 Advertising and Promotion Management
- 505 International Marketing
- 506 Strategic Marketing
- 507 Services Marketing
- 508 Brand Management

MKD MARKETS AND DEVELOPMENT

- 501 Public Policy and Private Sector Strategy
- 502 Market Development in Emerging
- 503 Global Outsourcing Strategy
- 504 Business Competitiveness and Development
- 505 International Trade, Investment and Development
- 506 Entrepreneurship and SME Development
- 507 Macroeconomics Policy Analysis
- 508 Social Entrepreneurship
- 509 Development Finance
- 510 Management of Development Projects
- 511 Seminar in Markets and Development

512 Technology and Markets

PHM PHARMACEUTICALS MARKETING

- 501 Pharmaceutical Sales Management
- 502 International Pharmaceutical Marketing
- 503 Pharmaceutical Product Management
- 504 Pharmaceutical Promotion & Pricing
- 505 Pharmaceutical Market Research
- 506 Pharmaceutical Policy and Regulations

POM OPERATIONS MANAGEMENT

- 502 Materials Management
- 503 Inventory Control
- 504 Productivity Management
- 505 Quality Management
- 506 Project Management
- 507 Supply Chain Management
- 508 Technology and change
- 509 Logistic management

INS RISK MANAGEMENT & INSURANCE

- 501 Risk Management and Insurance
- 502 Property Pecuniary, Liability & Insurance of the Person
- 503 Principals of Reinsurance
- 504 Underwriting management
- 505 Claims Management
- 506 Management of Insurance Companies
- 507 Insurance Laws and Accounting

SCM SUPPLY CHAIN MANAGEMENT

- 501 Principles of Supply Chain Management
- 502 Physical Distribution and Logistics Management
- 503 Demand and Procurement Management
- 504 Execution and Control Operations
- 505 Sales and Operations Planning
- 506 It Application in Supply Chain Management

Internship/Dissertation

The internship/dissertation is a semester long assignment. The internship consists of an organization attachment for two months and a project work. The internee shall submit an internship report on his work experience and the project work and shall defend it before a committee of 3 members. Instead of internship, a student may be allowed to write a dissertation under the supervision of a faculty member. The student is required to submit a research report and defend it before a 3 member board of examiners. The grade of the Internship/Dissertation Program will not be considered in the calculation of the CGPA

Semester Duration and Class Schedule

The academic year for the MBA Program is divided into three semesters (Spring, Summer and Fall) of 14 (fourteen) weeks each. The Spring semester starts in January, the Summer starts in May, and the Fall starts in September. Classes are held from 6:30 p.m. to 9:30 p.m. on the week days. During a semester each course meets for 3 hours per week. However, additional hours for a course may be scheduled by the concerned faculty as and when needed. Make up classes are scheduled on off days or holidays to take care of classes lost due to unavoidable reasons. The UAP would make sure that semesters are completed as per schedule and no delays take place.

Remedial Courses

Remedial courses on English and Mathematics must be taken by the candidates failing to achieve satisfactory result in the admission test. There may be an “Introduction to Business” course for non-commerce graduates. The course/s will be of one semester and the students must secure at least a “C” grade to be considered as a regular student.

Road Map/ Sequence of Courses

Following is the sequence of offering of courses:

<u>1st Year, 1st Semester</u> ACN 501 Financial Accounting BSN 503 Managerial Communication ECN 501 Managerial Economics MSC 501 Business Mathematics	<u>1st Year, 2nd Semester</u> ACN502 Cost and Managerial Accounting BSN 503 Business Law MGT 501 Organization and Management MSC 502 Business Statistics
<u>1st Year, 3rd Semester</u> FIN 501 Managerial Finance MGT 507 Research Methodology MKT 501 Marketing Management ECN 502 International Business	<u>2nd Year, 1st Semester</u> MIS 501 Management Information System HRM 501 Human Resource Management POM 501 Production-Operations Management Elective 1*
<u>2nd Year, 2nd Semester</u> MGT 502 Strategic Management Elective 1* Elective 2* Elective 3*	<u>2nd Year, 3rd Semester</u> Internship/Dissertation
* The list of elective courses in each area of concentration is provided at the end.	

Teaching – Learning Methods

The School of Business uses modern and effective teaching-learning methods and aides in imparting instructions so that the students of the MBA program can develop a solid foundation of theoretical knowledge as well as practical orientation in business and management. The teaching-learning methods include lecture-discussion, case study, project work, group discussion, film shows, demonstration, hands-on practice, laboratory work, plant

visit, organization attachment and study tour. The teaching aides include overhead and LCD projection, audio-visual equipment, computer and white boards. There is plenty of opportunity to learn outside the class room of a course as the students can freely visit and interact with the instructors on academic matters during the visiting hours for students.

ADMISSION

The UAP MBA Program admits:

- a) Candidates who have Masters/Bachelor Degree from a recognized university;
- b) Management cadre personnel, entrepreneurs and self-employed persons who meet the educational requirements mentioned above.

To get admission, a candidate in any category above must, however, meet the admission requirements including an admission test consisting of a written examination and an interview conducted by the UAP. The written test requirement will be waived for a candidate who has a GMAT score of 500 or more and a TOEFL score of 550 or more. The candidate has to pass the interview for admission.

International students may be admitted on the basis of GMAT scores (minimum 500), TOEFL scores (minimum 550) and review of submitted papers, instead of interview.

Applications for admission are received throughout the year but admission tests are held a month before each semester begins. Application form, MBA Catalogue and other information are available from the MBA Program Office or UAP web site (www.uap-bd.edu).

REGISTRATION AND WITHDRAWAL

An MBA student may register in a minimum of two courses and maximum of five courses in a semester. However, a student registering in at least three courses in a semester is considered as a full time student.

A student may withdraw from a course anytime during the semester with permission of the university. However, a student withdrawing from a course before mid-term will get a refund according to the university rule. No refund will be made if a student withdraws after mid term.

A student of the MBA Program must satisfactorily fulfill all the degree requirements within five years from the date of original registration to obtain the MBA degree. Exception may be made in case of a student who takes formal withdrawal from the program with the permission of the university. Permission for withdrawal is granted to a student who is unable to continue study for the time being for reasons beyond his control (for example, posting outside Dhaka, prolonged illness, etc.). Application for withdrawal supported with documentary evidence should be submitted to the Head of School of Business. A student withdrawing from program must complete the remaining courses within 7 years from the date of original registration.

ATTENDANCE

All students are expected to attend the classes regularly. The University of Asia Pacific believes that regular attendance is essential for effective learning. A student is required to attend at least 80% of all classes held in every course in order to sit for the final examination.

ABSENCES

A student shall not be absent from quizzes, tests, term exams, etc. during the semester. Such absence will normally lead to reduction in grade. Absence in the final examination without permission from the university will result in F grade in the course.

CONDUCT AND DISCIPLINE

A student should conform to the highest standard of discipline and shall conduct himself/herself within and outside the premises of the university in a manner befitting to the student of a national university and render sincere cooperation to his/her fellow students. The student must also pay due attention and courtesy to the teachers, officers and staff of the university and the visitors.

EVALUATION AND GRADING SYSTEM

Evaluation

The total performance of a student in a given course is based on a scheme of continuous assessment. The performance of a student in theory courses are measured and evaluated throughout the semester by class tests, quizzes, homework, assignments, periodic examinations, term papers and final examination. The assessment in laboratory/workshop/field work courses is made through observation of the student at work in class/workshop/laboratory, viva voce and quizzes. The methods of performance evaluation to be used in a course will be provided in the course outline circulated by the course teacher in the beginning of a semester.

The distribution of total marks for a given course is as follows:

i) Homework, assignments, quizzes, term papers, case reports	40%
ii) Mid Term and Final Examinations	60%
	<hr/> 100%

The breakdown of marks for each item of evaluation will be circulated in the course outline by the course teacher.

Grading

The course teacher may assign letter grades or marks in individual assignments, tests, quizzes or examinations. The marks are converted to letter grade and grade points as follows:

Numerical Grade	Letter Grade	Grade Point
80% or above	A+	4.00
75% to less than 80%	A	3.75

70% to less than 75%	A-	3.50
65% to less than 70%	B+	3.25
60% to less than 65%	B	3.00
55% to less than 60%	B-	2.75
50% to less than 55%	C+	2.50
45% to less than 50%	C	2.25
40% to less than 45%	D	2.00
Less than 40%	F	0.00

A course has a certain number of credits which describes its weight. A letter grade with a specified number of grade point is awarded in each course for which a student is registered. A student's performance is measured by the number of credits that he/she has completed satisfactorily and the weighted average of the grade points that he/she has maintained. A minimum Cumulative Grade Point Average (CGPA) of 2.0 is required to be maintained for satisfactory progress in every semester and a minimum CGPA of 2.5 over at least 60 credit hours is required in order to qualify for the MBA degree. The courses in which a student has obtained D or a higher grade will be counted as credits earned by him/her. A student who obtains an F grade in any course in any term/semester, he/she will have to repeat the course. However, a course cannot be repeated for more than twice. If a student obtains a grade other than F in a course, he/she will not be allowed to repeat the course for the purpose of grade improvement. F grades will not be counted for CGPA calculation but shall be mentioned on the Grade Sheet and Transcript.

CGPA is computed as follows:

$$CGPA = \frac{\sum C_i G_i}{\sum C_i}$$

Where C_i indicates credits cumulated and G_i grade points

UNFAIRMEANS

Adoption of unfair means by any student in any quiz, assignment, test, examination, project work, term paper and report writing is strictly prohibited. If a student is detected by the instructor in adopting unfair means, he/she may be assigned an F grade by the instructor for the quiz, test, examination, report or assignment. The instructor can also recommend to the university to assign an F grade for the course. Adoption of unfair means may result in the dismissal of the student from the program and expulsion of the student from the university.

DEGREE REQUIREMENTS

The MBA degree requirements are:

- a) Passing of at least 20 courses(or the requisite number of courses in case of students having transfer credits/waivers) by earning at least D grade in each course and maintaining a minimum cumulative grade point average (CGPA) of 2.50
- b) Completion of the Internship Program with a minimum grade of C+

- c) Fulfillment of the requirements mentioned in item a) and b) above within five years from the date of original registration. The period of completion is seen years for a student who takes the formal withdrawal from the program.

TRANSFER CREDIT AND WAIVER

For BBA degree holders from UAP or from universities with grading system and standards acceptable to UAP, transfer of credits up to a maximum of 30 credit hours in core courses may be considered provided they have at least B+ grades in such courses. UAP may waive up to 12 credit hours from core courses to non business students if they have completed same or similar courses in their master or bachelor degree from a recognized university. The minimum grade required for such waiver will be determined considering the grading system of the institution from which the course has been passed. Application for transfer credit or waiver will be considered for each candidate separately and the decision of the UAP is final. UAP may waive the organization attachment part of the internship requirement of a student if it is satisfied that the candidate has sufficient managerial work experience but he is required to submit an internship report.

FEES AND FINANCIAL SUPPORT

In pursuance of its goal of service to society and high academic standards, the UAP has set reasonable fees for the MBA Program. A student is required to pay tuition fees based on the number of credit hours for which he/she registers in a semester. The fees for registration, examination, library facilities and other services are usually charged per semester. The amount and details of fees are available from MBA Program Office.

The UAP may consider partial fee waiver to meritorious but needy full time students and may also help them in getting part time on campus and off campus jobs.

GUIDANCE, COUNSELING AND PLACEMENT

The MBA Program Office organizes guidance and counseling service on academic planning and career development of the students and also assists them in getting placement for internship and job after graduation.

COURSE DESCRIPTIONS

ACN 501 FINANCIAL ACCOUNTING: The course helps students learn how accounting information are produced and used for decision-making in business firms. Topics include principles and process of accounting, preparation and analysis of financial statements, cost concepts and costing process, analysis and use of cost information for cost control, techniques of using of accounting data for management of operations and organization.

ACN 502 COST AND MANAGERIAL ACCOUNTING: Concept and practice of cost measurement, standard costing and variance analysis, budgetary control systems, use of accounting information to support goal-setting planning and decision making. Also: current topics affecting the supply and the use of accounting information such as total quality management, just-in-item inventory methods, and the multinational environment, interactions between accounting measurement and management incentives. Prereq. ACN 501

ACN 503 COMPUTERIZED ACCOUNTING SYSTEM: A practice based course of how to perform accounting on computer. Students get familiar with the integrated accounting packages and carry on accounting assignments on computer. Prereq. ACN 501

ACN 504 MANAGERIAL CONTROL SYSTEM: A study for the use of accounting information by managers in various business enterprises. Topics covered include budgeting, cost system, pricing decisions, planning and control, inflation accounting and compensations issues. Emphasis of the course is on user applications of accounting information to make management decisions. Prereq. ACN 501, ACN 502

ACN 505 AUDITING: The course deals with principles of auditing, auditors' duties and responsibilities, basic auditing techniques, verification and valuation of assets and liabilities, internal checks, internal control and auditor's reports and certificates. Prereq. ACN 501

ACN 506 TAXATION: It covers general principles of taxation, tax authorities, basis of tax computation of total income and taxable income assessment of tax, self assessment, return of income, deductions, advance payment of tax and appeal procedures, accounting for income tax and impact of income tax on business. Prereq. ACN 501

ACN 507 INTERNATIONAL ACCOUNTING STANDARD(IAS): Introduction to IAS, IASB, GAAP, and other accounting standards. Accounting Standards with regard to presentation of financial statements, various assets including intangible assets, reporting of net income, lease agreement, lessor & lessee, employee benefits, borrowing costs, various financial instruments, appropriate presentation and disclosure standards for banks and similar financial institutions, provisions, contingent liabilities and contingent assets, preparing and presenting consolidated financial statements.

BSN 501 BUSINESS ENGLISH: The course is an introduction to business vocabulary, language, writing and verbal skills. Topics include anatomy and construction of sentences, modifiers and connectives, sectioning, summarizing, comprehension, common business vocabulary, elements of good writing and speaking. Emphasizes practice and perfection.

BSN 502 INTRODUCTION TO BUSINESS: The course covers business and its history; forms of business organization and ownership; Introduction to the functional and support areas of business; Marketing, production, finance, human resource, accounting; Issues in environment; Govt., society, ethics, and globalization.

BSN 503 MANAGERIAL COMMUNICATION: Content and process of communication within organizations. Includes communication theory, impediments to communications within individuals, groups and organizations, and interpersonal communications styles. Focuses on written, verbal and visual media appropriate for communicating messages within organizational settings. Included are writing exercises, presentations, role plays, and peer review to provide feedback and develop skills in constructive criticism. Prereq. BSN 501

BSN 504 BUSINESS LAW: The course provides the students an orientation in the role of business related laws in decision-making and in dispensing managerial responsibilities. It includes both commercial laws such as contract, agency, sale of goods, negotiable instruments, insolvency, company law etc. and the industrial laws such as labor laws,

payment wages, factories act, workman's' compensation, industrial disputes, trade union act etc.

BMG 501 INVESTMENT THEORY: Investment in financial assets (securities) is the focus of this course. Investment decisions require thorough analysis of risk and return .An understanding of the trade off between risk and return is at the heart of investment decision making process. Topic that will be covered in this course include bond valuation, portfolio diversification, market efficiency and its implications, and capital Asset pricing Model (CAPM).

BMG 502 FINANCIAL INSTITUTIONS: An over view of Bangladeshi and US financial systems and the role of the various markets and institutions is presented. Topics include introduction to various financial systems, supply of and demand for loan-able funds, levels and structures of interest rates, government and corporate securities and obligations, and transmission of macro financial policy actions to various sectors of the economy.

BMG 503 MANAGEMENT OF COMMERCIAL BANKS: This course is designed to provide the students with tools and techniques to manage commercial banks. The content of the course includes: performance evaluation of a bank, asset-liability management, management of various kinds of risks, such as interest rate risks and also fund management and investment management.

BMG 504 CENTRAL BANKING: The course is designed familiarize students understand both the monitoring and controlling authority of the central bank as well as the management operation of the central bank of Bangladesh.

BMG 505 BANKING LAWS AND ACCOUNTING: Study of banking policy and system in Bangladesh; role of banks in the economy; organization, structure and types of banks; services and operations of commercial banks, specialized banks and financial institutions. Focuses on the management and accounting issues of commercial and other banks. Accounting Standards(IAS, IAS#30) with regard to appropriate presentation and disclosure standards for banks and similar financial institutions.

BMG 506 BANK ACCOUNT: Preparation of bank's financial accounts following IAS #30. Any other related issues concerning banks accounts resulting from introduction of IAS #30 will be covered

ECN 501 MANAGERIAL ECONOMICS: Definition and scope; production theory; production function; marginal rate of substitution of input factors; cost theory: cost curves of firm in short-run and long run; market structure and theory of price, firm's price output decision under (i) perfect competition, (ii) monopoly, and (iii) oligopoly; understanding of economic system and analysis of complex business environment; national income and product; theory of income determination; the economic role of government, fiscal policy, monetary policy and banking system, economic growth, unemployment, inflation, balance of payment. Examples and exercises from Bangladesh perspective are used.

ENT 501 ENTREPRENEURIAL FINANCE: The course examines the elements of entrepreneurial finance, focusing on technology based start-up ventures and the early stages of company development. It addresses key questions which challenge all entrepreneurs: how

much money can and should be raised; when should it be raised and from whom; what is a reasonable valuation of the company; and funding should be structured.

ENT 502 ENTREPRENEURIAL MARKETING: The course is designed to help student develop a flexible way of thinking about marketing. It clarifies key marketing concepts, methods and strategic issues relevant for start-up and early-stage entrepreneurs. It is designed to give student a broad and deep understanding of such topics like major strategic constraints and entrepreneurial issues, identification and evaluating marketing opportunities, achievement of competitive advantages within constraints and major marketing/sales tools.

ENT 503 ENTREPRENEURSHIP AND CORPORATE VENTURING: The course focuses on skill sets valuable for graduates with its new set of entrepreneurial expectations. It looks into the research and study of theory, principles, concepts and practices of entrepreneurship within complex organizations. Examination of the latest research regarding corporate venturing, case studies of success and failure, as well as lectures from entrepreneurs are emphasized.

ENT 504 INNOVATION MANAGEMENT : The course focuses on understanding and managing creativity and innovation in organizations by examining the relationships among organizational structure, group dynamics and individual psychology in problem-solving organizations. While this course primarily draws examples from the contexts of new product development, marketing and knowledge management the insights generated apply to all disciplines and organizations facing the problem of routine innovation and change.

ENT 505 MANAGEMENT OF TECHNOLOGY : The course is designed to give student a broad overview of the main topics encompassed by management of technology. It includes the full chain of innovative activities beginning with research and development and extending through production and marketing. Key factors determining successful management of technology are examined. The integrating course focus is on the emergence of the knowledge economy and technology as a key knowledge asset and involves both general regarding and case.

ENT 506 MANAGING CHANGES : Managerial issues addressed are associated with managing changes and innovations occurring in the nature of work and organizations and the role of the corporation in society. Topics covered include the changing social contract at work, integrating work and family, managing diversity, managing strategic labor-management partnerships and managing relations between the firm and its multiple stakeholders.

ENT 507 MANAGING PRODUCT DEVELOPMENT: The course's primary focus is on new product decisions and development processes. The course provides a comprehensive analytical coverage of the various product decisions, critical discussion of the research needed as input to the decisions and the contributions of management and behavioral science to the development process. It covers the role of new products in marketing and corporate management; Basic product policy concepts; Product Life Cycle; Product Positioning; Product Portfolio; New Product Development Testing, Management and Launching.

ENT 508 NEGOTIATION : The course is designed to provide students with a competitive advantage in negotiation. Students learn and practice the technical skills and analytical frameworks that are necessary to negotiate successfully. They also learn to successfully face

the challenge of negotiating materially rewarding deals while also building their social capital.

ENT 509 SMALL BUSINESS MANAGEMENT: The students learn to develop a small business plan. The course introduces the challenges of entrepreneurship including the startup and operation of a small business. Topics include market research techniques; feasibility studies; site analysis; financing alternatives; managerial decision making.

ENT 510 SOCIAL ENTREPRENEURSHIP: The course examines the challenges of starting, counseling and funding an early stage social venture through the eyes of the entrepreneur, investor, attorney and community leader. It explores the intricacies of managing and sustaining growth, the changing role of corporate governance and leveraging private sector partnerships and resources. It also explores innovative public/private sector partnerships and resources. It also explores innovative public/private sector partnerships and the challenges and opportunities of engaging diverse partners with differing agendas.

ENT 511 FRACHISE MANAGEMENT: The course explores the advantages and disadvantages of franchising from the franchiser's perspective. It also helps participants determine whether of franchise, and if so, the most effective way to do so. Topics include rapid domestic and international growth, entrepreneurship, capital leverage, equity creation and risk.

ENT 512 TECHNOLOGY AND MARKEATS: The course provides a systematic and practical framework for the development of marketing and strategy for high-technology firms facing dramatic changes in their business and technology environments. The course cover a variety of both emerging and established companies in high-technology industries. Topics include identify and Evaluating opportunities for Entrepreneurial Ventures; Building and Evaluating Business Models: Current Trends in the Positing; Distribution; Branding and Pricing Strategies of High- Tech Companies.

ENT 513 SEMINARS IN SMALL BUSINESS: The content of the seminar is decided by the faculty. It reflects the interest of the students and focuses on relevant current issues both domestic and international

FIN 501 MANAGERIAL FINANCE: The basic principles of corporate finance, including valuation of securities, risk and return, cost of capital, capital budgeting, capital structure, working capital, financial statement analysis, and forecasting. Preq. ACN 501

FIN 502 CORPORATE FINANCE: The course focuses on exploring the role of financial decisions in the performance of industry; included topics are making strategic acquisition, structuring of financial contracts, evaluation of merger candidates, leveraged buyouts, competitive bidding, corporate restructuring and other methods of shareholder values enhancement, corporate capital structure, dividend policy and leasing.

FIN 503 ADVANCED FINANCIAL MANAGEMENT: Uses relevant case studies and readings to enhance understanding of key finance issues including the cost of capital, capital budgeting, risk analysis, leasing, market efficiency, marketable securities, dividend policy, mergers and acquisitions, and restructuring. Prereq. FIN 501

FIN 504 PORTFOLIO MANAGEMENT: The theory and techniques of scientific portfolio management, establishing portfolio objectives, evaluating portfolio performance, and examining the behavior of stock prices. Prereq. FIN 501

FIN 505 INTERNATIONAL FINANCE: Corporate financial decisions in an international setting, with a focus on foreign exchange management and capital budgeting. Prereq. MGT 503 and FIN 501

FIN 506 CAPITAL MANAGEMENT: Extends the body of knowledge acquired in FIN 501. Includes dividend theory, capital structure theory, capital budgeting, long-term financing decision, cash management and corporate restructuring, market efficiency, and risk and liability management. Prereq. FIN 501

FIN 507 INVESTMENT THEORY: Investment in financial assets (securities) in the focus of this course. Investment decisions require thorough analysis of risk and return. An understanding of the trade off between risk and return is at the heart of investment decision making process. Topics that will be covered will be in this course include bond valuation, portfolio diversification, market efficiency and its implications, and capital Asset pricing model (CAPM).

FIN 508 INTERMEDIATE FINANCIAL MANAGEMENT: The course is designed to orientate students with tools and techniques that managers use for efficient running of the finance department of a corporation. After completing the course, the students are expected to learn how to manage working capital, cash & marketable securities and inventory of a corporation. The students will also learn about managing of short term financing, financial planning & control, capital structure, merger, common stock financing & investment banking.

FIN 509 FINANCIAL INSTITUTION & MARKETS: An overview of Bangladeshi and US financial systems and the role of the various markets and institutions is presented. Topics include introduction to various financial systems, supply of and demand for loanable funds, levels and structures of interest rates, government and corporate securities and obligations, and transmission of macro financial policy actions to various sectors of the economy.

FIN 510 FINANCIAL DERIVATIVES: The purpose of the course is to analyze the properties of derivative securities that are commonly in practice. It examines the theoretical framework within which derivative securities can be valued. The course also highlights alternatives hedging strategies for financial institutions and portfolio managers. Options, futures, forward contracts, swaps etc. are the main topics of this course.

FIN 511 BANKING LAWS AND ACCOUNTING: Study of banking policy and system in Bangladesh; role of banks in the economy; organization, structure and types of banks; services and operations of commercial banks, specialized banks and financial institutions. Focuses on the management and accounting issues of commercial and other banks. Accounting Standards (IAS, IAS#30) with regard to appropriate presentation and disclosure standards for banks and similar financial institutions. Prereq. FIN 501

HRM 501 HUMAN RESOURCE MANAGEMENT: For practitioners and students interested in understanding the roles and skills involved in human resources management. Includes the nature and scope of traditional personnel functions as well as the role of the newly emerging

personnel specialist dealing with changes in workers' attitudes, expectations and education.
Prereq. HRM 501

HRM 503 CAREER MANAGEMENT: The nature of career development at individual, organizational and social levels of analysis, considered from personal and managerial perspectives. Explores the linkage between organization strategy, structure and career system as well as the central role of career management in the effective use of human resources.
Prereq. HRM 502

HRM 504 LEADERSHIP, POWER AND INFLUENCE: How to identify, understand and manage the behavioral aspects and its political manifestations. The course focuses on sources of power and influence at the macro level, organization as a political entity, power and influence dynamics, political behavior in relation to organizational structure and intensity and manifestations of political behavior. Examines leadership styles and behavior interacting with power and influence. Prereq. HRM 501

HRM 505 MANAGERIAL NEGOTIATIONS: Negotiating is a critical managerial skill. The purpose of the course is to allow students to learn to be more effective negotiators. The class environment used to accomplish this goal includes many exercises, personality inventories, and cases. The focus of the course will be on the processes of bargaining and the emphasis is "hands on" learning, although theories of negotiation and research examining negotiation will be covered. Prereq. HRM 501

HRM 506 ORGANISATION AND CONFLICT MANAGEMENT: Topics include Overview and Definition of Conflict; Conflict Management Styles; Problem Solving Approaches; Negotiation: strategizing; and Tactics of Integrative Negotiation; Perception, Cognition and Communication; Identifying and Using Negotiation Leverage; Global Negotiations in Social Context; Managing Negotiation; Ethics in Negotiation.

HRM 507 MANPOWER PLANNING AND PERSONNEL POLICY: The course is designed to equip the students with the techniques of developing personnel policy and implementation. It includes a detailed study of environment trend analysis, manpower planning models, manpower planning models, manpower needs and personnel information system to forecast manpower needs and considerations of some indicators of manpower effectiveness. Policy issues considered include work force composition, wage and salary administration in the context of developing countries.

HRM 508 INDUSTRIAL RELATIONS: The course deals with worker-employer conflicts, origin of the development of trade union, trade unionism in the subcontinent, theories of union, process of collective bargaining, industrial dispute, grievance handling, strike and lockout, arbitration and labor laws. These are discussed in the context of socio-political and economic situation of Bangladesh. Labor laws of Bangladesh are to be studied in the course.

HRM 509 ENTREPRENEURSHIP: This course examines the talents, experience, knowledge, and other resources needed to start a successful growing enterprise, looks into the ways in which businesses are started and the ways they grow.

HRM 510 HUMAN RESOURCES MANAGEMENT SYSTEM: With the growth in the information technology the dependence on information technology in all spheres of

management including human resources has increasing the efficiency of human resources managers through proper use of computer based information.

HRM 511 STRATEGIC HUMAN RESOURCES MANAGEMENT: The basis of any success of an organization depends on the corporate outlook and the long term human resource planning. This course is exclusively designed to address the issues related to strategic decisions in human resource planning.

INS 501 RISK MANAGEMENT AND INSURANCE: To provide an understanding and an appreciation of the principles and practices of risk management in order to enable production of the optimum strategy for the heading of risk in an organization. Also to develop a sound appreciation of the nature of risk, its assessment and management, to acquire a knowledge of the nature and function of insurance and a knowledge of basic statistical concepts relating to the insurance environment.

INS 502 PROPERTY PECUNIARY, LIABILITY & INSURANCE OF THE PERSON: This course seeks to provide a knowledge and understanding of liability insurance practice, particularly relating to risk assessment and control, policy coverage, underwriting and statutory regulation and to enable candidates to construct solutions to practical problems. The course will also cover. Basic principals of Insurance of the person, common Forms of Life assurance contract, personal accident and Health Insurance, Claims procedure.

INS 503 PRINCIPALS OF REINSURANCE: To provide a knowledge and understanding of the principals of reinsurance, their general application to the different methods of reinsurance, the law relating to reinsurance, and the contract wordings in current use.

INS 504 UNDERWRITING MANAGEMENT: This course will provide an understanding of and the ability to apply the requirements for managing a general insurance underwriting policy for those products, establishing the price, management of exposures, the implementation of operational controls, budgeting and monitoring results.

INS 505 CLAIMS MANAGEMENT: This course provides an understanding of the development of claims philosophies, the implementation of claims system, the management of claims services and the application of claims practice to transacting insurance business on an industry wide basis.

INS 506 MANAGEMENT OF INSURANCE COMPANIES: The course is designed familiarize students with the importance of insurance in the minds of the future business executives. The course will cover issues related to life insurance, general insurance, marine insurance, comprehensive insurance and the like. It will also highlight the special place the subject holds as part of the financial institutions.

INS 507 INSURANCE LAWS AND ACCOUNTING: Explores the nature of risks faced by individuals, groups, organizations, business firms and society. Examines how insurance can help minimize or eliminate risk of loss. Topics include services of insurance companies, types of coverage, organization and operation of insurance companies, environment of insurance business, risk and return potential. The course focuses on management and accounting issues of insurance companies and Accounting Standards(IAS, IAS#30) with regard to Insurance Policies. Prereq. FIN 501

MIS 501 MANAGEMENT INFORMATION SYSTEM: Concepts of information systems used in business organizations for decision-making, strategic and operational planning, monitoring, controlling and business transaction Processing. Process of developing information systems and use of computer hardware and software re discussed. Topics covered include methods of database management, computer hardware and software, information models, DSS, ESS, Expert System etc. Prereq. CIS 501, MGT 501

MIS 502 COMPUTER PROGRAMMING: Introduces the students to the structured programming concepts and program development process. Helps familiarity with major programming languages and learn a language to develop programs. Topics include problem analysis, developing of algorithm, flow charts, program development, report writing, testing and finalization. Emphasizes project work. Prereq. MIS 501

MIS 503 COMPUTERS IN MANAGEMENT: Study of computer hardware and software, business applications, and concepts of management information systems. Introduces end user computing skills through applications of spreadsheets and database management systems. Also: the strategic role of computer technology in organizations and the management of information resources. Assumes some familiarity with personal computers and spread sheets which can be acquired through extra tutorial sessions. Prereq. MIS 501

MIS 504 MANAGEMENT OF INFORMATION TECHNOLOGIES: Concepts, applications and recent research findings about the planning, implementation and support of computer technologies in today's competitive global business environment. Emphasizes the strategic role of information technologies, the concept of computer integrated operations, and the relationship between information systems professional and end-users. Prereq. MIS 501

MIS 505 ADVANCED PROGRAMMING: The course is designed to teach at least one advanced programming language to the students who are likely to associate themselves with the management of information technology.

MIS 506 Electronic Commerce: The course aims at providing students with an understanding of on-line business in the context of today's global business environment today, a sound business strategy for on-line business is essential to facilitate this. The course will cover key areas of on-line business, including business to business, business to consumer, Internet commerce, EDI, standards, regulation and policy, principals and practices of on-line business security and social and economic issues.

MIS 507 COMPUTER NETWORKING: The main focus of this course is on the logical and physical design and implementation of computer network. The framework of layered architecture, different protocols, cable types and connectors, network naming and security, wide area networks, network trouble shooting, file systems are major topics studied in this course.

MIS 508 SYSTEM ANALYSIS AND DESIGN: The course is designed to train the students in the methodology and techniques, waiting lines, linear programming, dynamic programming and simulation.

MKT 501 MARKETING MANAGEMENT: Conceptual and practical aspects of marketing decision-making provides insights into the marketing process, marketing environment and

structure of marketing system. Topics include product, competition, demand, demand law, cost, distribution, promotion, organization research.

MKT 502 CONSUMER BEHAVIOR: The course focuses primarily on the individual consumer as a decision maker. The course draws heavily from behavioral science for analyzing, understanding and knowing consumer behavior. Topics include perception, learning, motivation, attitude, life style, psychographics, decision processes, reference groups and family, culture, situational influence, organizational buying behavior. Prereq. HRM 501

MKT 503 MARKETING RESEARCH FOR MANAGERS: The role of research in marketing decision-making, including the cost and value of information. Uses project to conduct market research involving research design, sampling, questionnaire design, field methods, data analysis and reporting. Prereq. MKT 501

MKT 504 ADVERTISING AND PROMOTION MANAGEMENT: The role, scope and tools of promotion, including the communications process and the limits of persuasion. Includes promotional campaign management, formulation of objectives, resource allocation, message and media strategy, measurement and evaluation. Prereq. MKT 501

MKT 505 INTERNATIONAL MARKETING: The application of marketing principles and practices to competition in global markets, with an emphasis on the skills necessary for cross-cultural marketing. Prereq. MKT 501

MKT 506 STRATEGIC MARKETING: The tools of analysis, planning and control used to manage the marketing process, from needs assessment through formulation of the offering, pricing, promotion and distribution. Prereq. MKT 501

MKT 507 SERVICES MARKETING: The course is a study of concept, strategy and marketing of services. It focuses on application of the marketing management principles, tools and techniques in the marketing of services. Topics covered are difference between product and service marketing, service as a process and performance, service market segmentation, positioning strategy, tools for service for marketers, role of technology in services, marketing mix, marketing communication, role of service personnel, service quality and productivity, integration of service marketing, operation and human resource.

MKT 508 BRAND MANAGEMENT: Nature and scope of brand management; its advantages and implications; functions of brand management; responsibility of a brand over its life cycle; developing new brands; management of breadth and width of a product line; designing a pricing and a promotional strategy for the brands; developing distribution system for the brands, auditing of brand management.

MKD 501 PUBLIC POLICY AND PRIVATE SECTOR STRATEGY: The course established the link between government policy and business strategies and practices. Topics include Fiscal Policy and Business; Monetary Management and Business; Trade policy; Industrialization policy; FDI policy; Energy policy; Environmental policy and Business.

MKD 502 MARKET DEVELOPMENT IN EMERGING ECONOMICS: The course discusses issues related to the development of goods and service markets in emerging economies. It covers issues like public vs. private provision of Goods and Services;

Challenges in Market Development; Awareness Building among New and Emerging Entrepreneurs; Stakeholder Partnership for Market Development Initiatives; Market Development Strategies.

MKD 503 GLOBAL OUTSOURCING STRATEGY: The course is designed to study the opportunities as well as challenges arising from ever increasing global outsourcing of business activities. Bringing the development dimension into it, the course also addresses why and how may government assist businesses in strategizing and capturing a share of the global outsourcing business. The course focuses on a wide range of industries: from labor intensive to capital intensive to knowledge and technology intensive industries.

MKD 504 BUSINESS COMPETITIVENESS AND DEVELOPMENT: The course discusses how business competitiveness contributes to national development, how may business sector competitiveness be achieved, how should government, its development partners and businesses work in partnership in setting and realizing national development agenda which is conducive to business competitiveness.

MKD 505 INTERNATIONAL TRADE, INVESTMENT AND DEVELOPMENT: The course discusses how globalization and global trading environment shape and reshape the volume and direction of flow of goods, capital and technology that in turn causes industry migration, specialization and division of labor and therefore affect local businesses and national development. It also discusses the role of international trade and development organizations.

MKD 506 ENTREPRENEURSHIP & SME DEVELOPMENT: The course is designed to investigate the opportunities and challenges in entrepreneurship and SME development in emerging economies in general and Bangladesh in particular. It also discusses different approaches to entrepreneurship and SME development used by different countries at different points in time and investigates the extent to which they are replicable in Bangladesh.

MKD 507 MACROECONOMICS POLICY ANALYSIS: The course presents the objectives of government's fiscal and monetary policy, the mechanism through which these policies work, and the impact that these policies have on business strategies and activities. The course also sheds light on the global linkages of the economy and comparative macroeconomic management.

MKD 508 SOCIAL ENTREPRENEURSHIP: The course examines the challenges of starting, counseling and funding an early stage social venture through the eyes of the entrepreneur, investor, attorney, and community leader. It investigates the intricacies of managing and sustaining growth, the changing role of corporate governance, and leveraging private sector partnerships and resources. It also explore innovative public/private sector partnerships and the challenges and opportunities of engaging diverse partners with differing agendas.

MKD 509 DEVELOPMENT FINANCE: The course discusses the mechanisms of financing development projects in developing and transitional economies. It address the Role of International Development and Financial Institutions, Public-Private-community partnership, Tax policy, Government Expenditure, Government Borrowing and public Debt.

MKD 510 MANAGEMENT OF DEVELOPMENT PROJECTS: The course is designed to study the dynamics of managing development projects. Topics include stakeholder analysis; Project Approval process; Feasibility Study; Financing of Development projects; project implementation; Project Cycle Management; Fund Management; Post-Implementation Review and Feedback.

MKD 511 SEMINAR IN MARKETS AND DEVELOPMENT The seminar course is designed to bring and debate contemporary issues involving markets and development. Indicative topics are: poverty Reduction Strategy and Business; Financial sector Reforms and Business; Structural Adjustment and Business; Privatization and Business; Trade Liberalization and Business; WTO and Business.

MKD 512 TECHNOLOGY AND MARKETS: The students are taught to look at the technology both in terms of the service provider as well as the share holders. The course includes designing of technology, application of technology and the ultimate use of technology to help assist smooth functioning of the complex stoke markets.

MGT 600 STRATEGIC MANAGEMENT: A capstone course focusing corporate-level and business unit level strategy formation and implementation. Encourages a multifunctional “general Management” perspective requiring the integration and application of knowledge and techniques learned in earlier courses .Includes the relationship of organizations to their domestic and international environments, strategic leadership, formal and informal approaches to strategy formulation in uncertain environments, competitive analysis, the role of organizational structure and managerial systems in strategy implementation, mechanisms for monitoring and evaluating the effectiveness of strategic decisions, and ethical and legal issues associated with the strategic management process”. Prereq. All MBA Compulsory Courses

MGT 503 INTERNATIONAL BUSINESS: Explores systematically the economic, political, business, management and organizational issues in a rapidly changing global environment. The course is particularly concerned with the approaches driving successful, competitive international operations. The course includes examination of structural, legal, and cultural issues relevant to international business. The special range of decision facing managers of organizations operating internationally will be considered. Emerging roles, skills, needs and career patterns for international managers will also be considered. Prereq. MGT 501, ECN 502

MGT 504 VALUES AND ETHICS IN MANAGEMENT: Introduces the nature and complexity of value issues in managing. The course requires managers to come to terms with their understanding of the nature of ethical and responsible management. Includes an examination of the economic, legal and ethical responsibilities of managers in both private and public organizations. The students will evaluate alternative ethical systems and norms of behavior and draw conclusions as to the right, proper and first decisions and actions in the face of moral dilemmas. The focus of this course is on the decision processes, values and consistency of values of the individual and on the impact of systems control and incentives on managerial morality. Prereq. HRM 501, MGT 501

MGT 505 PROJECT APPRAISAL AND MANAGEMENT: A multi-disciplinary approach to the discipline of project management. Topics include: development of project management; industry and market analysis; project definition and clarification; project environment; concept development; project appraisal; project financing; implementation;

organizational procedure; technical development and schedule control; cost control. Prereq. FIN 501

MGT 506 ENVIRONMENT MANAGEMENT: The course aims at imparting environment literacy among the students, enable them to understand its relevance and implications and familiarize them with approaches to manage environmental aspects and issues. The course encompasses components of physical and social environment and include topics such as eco-efficiency, environmental rules, laws and regulations in the country, waste minimization, noise pollution, avoidance of contamination, health and safety measures, maintenance of good relation with community.

MGT 507 RESEARCH METHODOLOGY: This course is designed to provide an overview of the social & business research process. This unit will familiarize students with fundamental concepts of social & business research and frequently encountered research topics and techniques used in business practice. This course is directed at students interested in quantitative methods of social and business research. The subject provides an introduction to many of the techniques currently used in modern business practice. Topics may include: formulation of business & social research problems, data collection, and techniques of data analysis, research design, hypothesis testing, correlation, regression and analysis of variance.

MGT 508 THE MANAGEMENT OF INNOVATION AND CHANGES: This course will examine the paradox of stability and change for which all organizations appear to strive. Implications of this paradox for decision-making and risk-taking will be examined. In addition, principles and procedures which have proven to be effective methods for innovation in organizations will be explored.

MGT 509 POWER AND INFLUENCE: This course addresses the following topics: the basic dynamics of power in organizations, with particular attention to sources of power, causes of political instability and the effective management of conflict; the effective use of influence tactics in the context of situational and personal factors; an understanding of the range of behaviors that comprise people's influence styles as well as identifying one's own influence style profile; and the effective development of competencies, influence skills, and sources of power in early and mid career.

MGT 510 NEGOTIATION, MEDIATION AND CONFLICT RESOLUTION: The course draws from the experiential workshops on Negotiation conducted at the program on Negotiation at Harvard Law School & Mediation programs by Leader in Australia and also the work on "difficult conversations" by the Harvard Negotiations project. The theory of negotiation and conflict resolution will be introduced through short lecture, discussions and papers. Participants are then expected to apply and demonstrate the acquired knowledge through practice negotiations, meditations and one-on-one difficult conversations.

MGT 511 BUSINESS RESEARCH METHODS: This module presents an applied and directed overview of the research process, directly linked to the real life scenario. Every stage of the research process examines with an emphasis on presenting strategies to assist you meet the practical, epistemological and methodological challenges inherent in conducting research. The module covers Orientation to Current Applied Organizational Research processes; Basic, Applied and Business Research; Standards of Assessment in Business Research Projects; Recent Trends of Applied Organizational Research; Research related Technologies; Applied Research Statistics.

MGT 512 LEADERSHIP: This course deals with theoretical and practical concepts of leadership and management. It examines the complementary qualities of leadership and management factors and their impact on organizational effectiveness and corporate success. Case studies are extensively used as instruction materials.

MGT 513 ENTREPRENEURSHIP: This course examines the talents, experience, knowledge, and other resources needed to start a successful growing enterprise. Looks into the ways in which businesses are started and the ways they grow.

MSC 501 MATHEMATICS FOR DECISION-MAKING: The purpose of the course is to help the students learn mathematical tools, which are used in management studies. The course includes element of algebra, number fields, linear and non-linear inequalities, functions, analytical model, logarithm limit, differential and integral calculus, matrix and linear programming.

MSC 502 BUSINESS STATISTICS: The course is designed to equip the students with statistical concepts, tools and techniques for use in business data analysis and decision-making. Methods of descriptive and inferential statistics are covered and include measures of central tendency and dispersion, time series analysis, probability distributions, hypothesis testing, correlation and regression analysis, and basics of non-parametric statistics and their application in the management decision process, Survey methods, sample design and sources of business statistics in Bangladesh are also covered.

MSC 503 DECISION SCIENCE: The decision-making process and the principles and methods of using quantitative information in decision-making. Topics range from computer-generated techniques to initiative methods of creating the right strategy. Includes decision trees, linear programming, mathematical optimization, information and its value, forecasting, and left brain/right brain research. Prereq. MSC 501, MSC 502, CIS 501

MSC 504 STATISTICAL ANALYSIS: Rigorous treatment of statistical analysis: what it is, how and when to use it, what it tells the user. Includes graphics display, data description, all phases of probability, statistical inference, hypothesis testing, regression analysis, statistical quality control and time series analysis. Also: the use of statistical information in decision-making. Prereq. MSC 501

MSC 505 OPERATIONS RESEARCH: The course is designed to train the students in analytical, experimental and quantitative approaches to solution of business problems. Emphasis is placed upon development of techniques, which enable decision-makers to arrive at optimum solutions. Students develop skill in formulating and solving mathematical models dealing with inventory, waiting lines, game theory, linear programming, transportation, dynamic programming simulation and other decision tools. Prereq. MSC 501, MSC 502, MIS 501

MSC 506 APPLIED MANAGEMENT SCIENCE: This course deals with the contemporary methods of management science. Topics include liner programming. EOQ models, break-even analysis, queuing models, PERT, quality control and transportation models. Case studies and computer analysis may also be used to solve complex problems.

PHM 501 PHARMACEUTICAL SALES MANAGEMENT: This course covers the concepts and applies the theories associated with managing a sale force. Specifically, the course is

designed to help students learn sales management concepts and how to apply them to solve business problems in the pharmaceutical industry. We will focus on the activities of first-line field sales managers. To function effectively as managers, students must know how salespeople perform their jobs. With this in mind, we will cover personal selling, account relationships, territory management, and sales ethics with special emphasis on current issues of managing strategic account relationships, team development, diversity in the work force, sales force automation and ethical issues.

PHM 502 INTERNATIONAL PHARMACEUTICAL MARKETING: Nature and scope of international trade; theories of international trade; barter trade and counter trade; international pharmaceutical marketing environment; modes of international trade; entry strategy; formulation of international marketing strategy; international pharmaceutical marketing research; international pharmaceutical marketing strategy for marketing mix elements-product, promotion, price, logistics and distribution, organization structure and control; trends and perspectives of international marketing.

PHM 503 PHARMACEUTICAL PRODUCT MANAGEMENT: This course will (1) focus on product decisions of the firm, requiring an occasional shift in focus from that of corporate management to that of operating managers of new product activities or established brands; (2) recognize the importance of marketing research as input to product decisions; (3) take a managerial orientation; (4) recognize the need to tailor product policy approaches to the characteristics of the decision-maker and the firm.

PHM 504 PHARMACEUTICAL PROMOTION & PRICING: A major portion of this course will be devoted to assessing the effectiveness of pharmaceutical promotion, advertising and direct marketing. This course also covers the theories and strategies that firms use to set and change prices.

PHM 505 PHARMACEUTICAL MARKET RESEARCH: Introduction to market research; Marketing information systems; Research design; Scale development; Questionnaire design and development; Sampling techniques; Data analysis and development; Market research reports; Pharmaceutical marketing performance evaluation.

PHM 506 PHARMACEUTICAL POLICY AND REGULATIONS: Policy framework; Politics and policy; Health policy vs Industrial policy; Drug policy around the world; Drug policy of Bangladesh; Pharmaceutical regulations and cost containment; Patent protection; Evaluating new drugs

POM 501 PRODUCTION-OPERATIONS MANAGEMENT: The major managerial problems and decision processes of production – operations management: design of operations, planning, scheduling, quality control, systems analysis and evaluation, resource allocation, materials management, materials requirement planning, and the integration of operations management with other functional areas. Prereq. MGT 501, MSC 501, MSC 502

POM 502 MATERIALS MANAGEMENT: The course is designed to examine the objectives, principles and methods in management of materials, planning of the requirements of purchasing, inventory control, receiving stores, materials handling and materials recording system. Prereq. POM 501

POM 503 INVENTORY CONTROL: The course is esigned to cover production planning, production scheduling, and inventory control decisions in manufacturing and service organizations. Special topics include: manufacturing resource planning; use of inventory control in buffering manufacturing activities. Prereq. POM 501

POM 504 PRODUCTIVITY MANAGEMENT: Concept and importance of productivity; measurement of productivity; long vs. short term productivity; factors in productivity; reasons for low productivity; measures to improve productivity; developing a productivity orientation in the organization; reward-punishment system for productivity enhancement. Prereq. POM 501

POM 505 QUALITY MANAGEMENT: The course is a study of concepts, process and techniques of managing quality. The course contains meaning and measurement of quality; concept of total quality management(TQM); management approaches, concepts, and techniques for the monitoring and improvement of product and process quality; developing standards or quality of product, process, and service; developing a corporate orientation for TQM. Prereq. POM 501

POM 506 PROJECT MANAGEMENT: The course covers the nature an scope of project management, importance of project management under the perspective of a developing country, project identification, preparation, and project appraisal methods, implementation of project and feedback, post-project evaluation, project scheduling and network analysis, control principles, management information system in project management.

POM 507 SUPPLY CHAIN MANAGEMENT: : Building a strategic framework to analyze supply chains; designing the supply chain network; planning demand and supply in a supply chain; planning and managing inventories in a supply chain; sourcing, transporting, and pricing products; coordination and technology in the supply chain.

POM 508 TECNOLOGY AND CHANGE: One of the characteristics of contemporary society has been the increasing rate of technological change and its impact on the world of work. This course examines those significant mileposts in the recent history of technology, which have shaped the modern work place. From this historical basis the possible impact on workers and the society of current and projected technological changes is assessed.

POM 509 LOGISTIC MANAGEMENT: The course is designed to address issues related to transportation and shipment of goods and also maintenance and supervision of logistics required for the overall smooth operation of the day to day activity of the organization.

SCM 501 PRINCIPLES OF SUPPLY CHAIN MANAGEMENT: Building a strategic framework to analyze supply chains; designing the supply chain networks; planning demand and supply in a supply chain; planning and managing inventories in a supply chain; sourcing, transportation and pricing products; coordination and technology in the supply chain.

SCM 502 PHYSICAL DISTRIBUTION AND LOGISTICS MANAGEMENT: Logistics and supply chain overview; inventory management; order processing and information system; material management; transportation management; warehouse management.

SCM 503 DEMAND AND PROCUREMENT MANAGEMENT: Demand analysis, forecasting; specifying requirement; analyzing supply market; make and buy decision; supplier appraising, short listing and selection; vendor management; negotiation and preparing contact; supplier relationship management.

SCM 504 EXECUTION AND CONTROL OPERATIONS: Planning execution and control overview; scheduling production and process operations; communicating customer supplier information; push/pull Systems; Quality and Continuous improvement; Quality Management Process; Evaluating performance of production Operations; Audits and reporting.

SCM 505 SALES AND OPERATIONS PLANNING: Fundamentals of sales and operations planning; The sales and operations planning implementations; Establishing Families, subfamilies and resources; Develop Capacity reports; Automate feeds into sales and operations planning; Continuous improvement.

SCM 506 IT APPLICATION IN SUPPLY CHAIN MANAGEMENT/ E- BUSINESS IN SUPPLY CHAINS: This course will explore IT's Role in supply chain and logistics function. Topics will include: supply chain digitization and business innovation; Supply chain strategy and choice; MRP and ERP (evaluation and implementation issues).

DISCLAIMER

The provisions of this prospectus are not to be regarded as a contract between the students and The University of Asia Pacific. Changes may be affected from time to time in the academic rules and requirements. There are established procedures for making changes, procedures that protect the institution's integrity and the individual student's interest and welfare. A curriculum or graduation requirement, when altered is not made retroactive unless alteration is to the students' advantage and can be accommodated within the span of years normally required for graduation. The UAP cannot give assurance that all students will be able to take courses required to complete the academic program of their choice within required semesters. Additionally, because of space limitations in selective admission programs, UAP may not be able to offer admission to all qualified students applying to those programs.

If actions of any student are judged by competent authority using established procedures to be detrimental to the interest of the university community, that student may be required to be withdrawn from The University of Asia Pacific.