



**Bangladesh University of Professionals**  
**Faculty of Business Studies**  
**Department of Business Administration -General**

# **SEMESTER OUTLINE-2018**

**MBA-2018**  
**1<sup>st</sup> Year 2<sup>nd</sup> Semester**

ID No:.....  
Name:.....  
Sec:.....

**BANGLADESH UNIVERSITY OF PROFESSIONALS (BUP)**  
**SEMESTER OUTLINE (MBA-2018)**  
**PREFACE**

1. **General.** This tentative Semester Outline is the overall pen picture of the academic curriculum blended with series of learning events from social activities and numerous enjoyable events for an effective learning to be fit in the competitive world. Its core theme is to provide a panoramic view of the course curriculum for the initial mental set up of the students and to give guidelines for teachers for innovative and research oriented learning. This comprehensive Semester Outline includes a column each for the Day/Date, Class Timing, Name of the Section Location (Classroom Number), Course Code, Topic/Event, Teacher/Faculty Member and Remarks/Discussion Points. The Semester Outline is also a basic guideline indicating the modes of conduct of the course curriculum. It accommodates all relevant information required for the whole semester including all central events (e.g. sports, games or cultural competitions, National Day(s) celebrations, seminars, cultural programs, etc.). In a nutshell, this Semester Outline is the ready reckoner to all your questions regarding the program.
2. **Semester Starting and Finishing Dates.** The semester starts on 01 July 2018 and finishes on 31 December 2018.
3. **Timing and Conduct of Classes.** The academic week starts on Sunday and finishes on Thursday, making it a five-day working week. Each Section shall have about two classes per day. So, there will be total ten classes per week for each Section. Each class shall be of 90 minutes duration, of which 60 minutes shall be dedicated for lecture, and the rest 30 minutes shall be spent for discussions by the students. The mode and conduct of discussions shall be designed by the class-teacher as per the 'Remarks/Discussion' column given in the following pages. Apart from the planned classes, makeup classes and industrial visits will be conducted on Saturdays as per plan of the Department.
4. **Names of Courses with Codes.** The names of courses with course code have been stated below:

<b>Serial</b>	<b>Name of Course</b>	<b>Code</b>
1.	Business Communication	BUS-5101
2.	Human Resources Management	MGT-5203
3.	Legal Environment of Business	BUS-6307
4.	Business Statistics	BUS-5204
5.	Marketing Management	MKT-6301

5. **Assessment System.** The assessment system is as under:

<b>Events</b>	<b>Weightage</b>
Semester Final Exam	40%
Midterm Exam	20%
Class Tests (Total four)	12%
Term Paper (with the different topic) Including Presentation	5%
Assignments and Case Studies (Individual/Group) Including Presentation	10%
Regular Class Participation and Presentation	05%
Class Attendance, Seminar Attendance and Field Trip	5%
Attitude/Conduct/Manners	03%
<b>Total</b>	<b>100%</b>

6. **Conclusion.** This Semester Outline, with its all information and instructions, welcomes the students to be a proud member of BUP. It sets the tone and describes the general academic environment of the University for the 2<sup>nd</sup> Semester of the year 2018. In fact, it is a complete guideline for the students for the Semester, so that there is no room for any confusion on anyone's part. It also gives a clear picture of what BUP wants to impart to the students as well as what is expected out of the students. Disciplinary aspects are also mentioned enabling the students to have a prior understanding of the culture and discipline of BUP. It is expected that students shall take all instructions and information by heart and follow the same with utmost sincerity. It is worth mentioning that curriculum of BUP is not only a bundle of strict routines and their observances, but also a place where students shall learn to be a good and knowledgeable citizen with excellent presentation skill. The Semester is full of fun and frolics apart from the pure academic curriculum, which the students shall come across as the Semester unfolds with passage of time. We hope, gradually, all students shall successfully complete the Semester with praiseworthy results. Welcome to BUP once again.

**SEMESTER OUTLINE-2018**

MBA-2018  
1<sup>st</sup> Year 2<sup>nd</sup> Semester

Date Day	Time	Sec	Loc	Course Code	Topic	Faculty	Rmks/Points of Discussion
Mon 02 Jul	1015-1145		CR-Audi South	MGT-5203	Fundamentals of Human Resource management	Professor Dr. Abu Taher	<ul style="list-style-type: none"> <li>• Definition of Human Resource Management</li> <li>• Functions of Human Resource Management</li> <li>• Importance of Human Resource Management</li> </ul>
	1200-1330		CR-302	BUS-6307	Introduction to Law	Asst. Prof Dr. Ali Md Kawsar	<ul style="list-style-type: none"> <li>• Define law</li> <li>• Characteristics of law</li> <li>• Sources of English law</li> <li>• Branches of law</li> </ul>
	1545-1715		CR-404	MKT-6301	Introduction / Overview of the course.	Professor Dr. Serazul Hoque	
Tue 03 Jul	0830-1000		CR-904	BUS-5101	Definition of communication; Elements of communication process; Importance of effective communication.	Lec Sanjida Farhana Oishe	<ul style="list-style-type: none"> <li>• Meaning of communication</li> <li>• Manage communication situation</li> <li>• Communication process</li> <li>• Importance of effective communication</li> </ul>
	1200-1330		CR-Audi South	BUS-5204	List ways that statistics is used. Know the differences between descriptive and inferential statistics. Understand the differences between a sample and a population.	Asst. Prof. Mahedi Hasan	<ul style="list-style-type: none"> <li>• Introduction to Statistics,</li> <li>• Why study statistics?</li> <li>• Descriptive and inferential statistics,</li> <li>• Population and Sample.</li> </ul>
Wed 04 Jul	1015-1145		CR-904	MGT-5203	Fundamentals of Human Resource management	Professor Dr. Abu Taher	<ul style="list-style-type: none"> <li>• Line managers HRM Responsibilities,</li> <li>• HR Manager's function,</li> <li>• Strategic Human Resource Management (SHRM),</li> <li>• Role of SHRM.</li> </ul>
	1200-1330		CR-302	BUS-6307	Introduction to Law, Contd.,	Asst. Prof Dr. Ali Md Kawsar	<ul style="list-style-type: none"> <li>• Three rules of law</li> <li>• Sources of Bangladeshi Commercial law</li> <li>• Definition and scope of Business Law</li> <li>•</li> </ul>

Date Day	Time	Sec	Loc	Course Code	Topic	Faculty	Rmks/Points of Discussion
Thu 05 Jul	1015-1145		CR-302	BUS-5204	Explain the difference between qualitative and quantitative variables. Compare the differences between discrete and continuous variables. Recognize the levels of measurement in data.	Asst. Prof. Mahedi Hasan	<ul style="list-style-type: none"> <li>Qualitative and Quantitative variables</li> <li>Discrete and continuous variables</li> <li>Level of measurement in data</li> </ul>
	1400-1530		CR-403	BUS-5101	Communication principles; Importance of business communication; Functions of business communication; Nature and scope of business communication.	Lec Sanjida Farhana Oishe	<ul style="list-style-type: none"> <li>Communication principles</li> <li>Importance of business communication</li> <li>Functions of communication</li> <li>Nature and scope of business communication</li> </ul>
	1545-1715		CR-301	MK-6301	Defining the marketing in the twenty first century: the new economy,	Professor Dr. Serazul Hoque	<ul style="list-style-type: none"> <li>Importance</li> <li>Scope</li> <li>Classification</li> <li>Core Marketing Concepts</li> </ul>
Fri 06 Jul							
Sat 07 Jul							
Mon 09 Jul	1015-1145		CR-Audi South	MGT-5203	Job Analysis  <b>Quiz-01</b>	Professor Dr. Abu Taher	<ul style="list-style-type: none"> <li>Meaning of Job Analysis</li> <li>Nature of Job Analysis</li> <li>Uses of Job Analysis Information</li> </ul>
	1200-1330		CR-302	BUS-6307	Introduction to Law of Contract	Asst. Prof Dr. Ali Md Kawsar	<ul style="list-style-type: none"> <li>Definition of contract</li> <li>Kinds of contracts</li> <li>Case study</li> </ul>
	1545-1715		CR-404	MK-6301	Company orientations towards the marketplace How business and marketing are changing	Professor Dr. Serazul Hoque	<ul style="list-style-type: none"> <li>Different orientations</li> <li>Elements of Holistic Concept</li> </ul>
Tue 10 Jul	0830-1000		CR-904	BUS-5101	Information, Advice, Order, Suggestion, Persuasion  <b>Quiz-01</b>	Lec Sanjida Farhana Oishe	<ul style="list-style-type: none"> <li>Information</li> <li>Advice</li> <li>Order</li> <li>Suggestion</li> <li>Persuasion</li> </ul>
	1200-1330		CR-Audi	BUS-5204	Make a frequency table for a set of data. Organize data into a bar chart.	Asst. Prof. Mahedi Hasan	<ul style="list-style-type: none"> <li>Frequency table,</li> <li>Bar chart,</li> </ul>

Date Day	Time	Sec	Loc	Course Code	Topic	Faculty	Rmks/Points of Discussion
			South		Present a set of data in a pie chart. Create a frequency distribution for a data set.		<ul style="list-style-type: none"> <li>• Pie chart,</li> <li>• Frequency distribution.</li> </ul>
Wed 11 Jul	1015-1145		CR-904	MGT-5203	Job Analysis	Professor Dr. Abu Taher	<ul style="list-style-type: none"> <li>• Steps in Job Analysis</li> <li>• Methods of collecting Job Analysis Information</li> <li>• Job Description -Job Specification</li> </ul>
	1200-1330		CR-302	BUS-6307	Introduction to Law of Contract, Contd.,  <b>Quiz-01</b>	Asst. Prof Dr. Ali Md Kawsar	<ul style="list-style-type: none"> <li>• Essentials of a valid contract</li> <li>• Offer and acceptance</li> <li>• Agreement and contract</li> <li>• Case study</li> </ul>
Thu 12 Jul	1015-1145		CR-302	BUS-5204	Understand a relative frequency distribution. Present data from a frequency distribution in a histogram or frequency polygon. Construct and interpret a cumulative frequency distribution.  <b>Quiz-01</b>	Asst. Prof. Mahedi Hasan	<ul style="list-style-type: none"> <li>• Relative frequency distribution,</li> <li>• Histogram,</li> <li>• Frequency polygon,</li> <li>• Cumulative frequency distribution.</li> </ul>
	1400-1530		CR-403	BUS-5101	Education, Warning, Raising Morale, Motivation.	Lec Sanjida Farhana Oishe	<ul style="list-style-type: none"> <li>• Education</li> <li>• Warning</li> <li>• Raising Morale</li> <li>• Motivation</li> </ul>
	1545-1715		CR-301	MK-6301	Company responses and adjustments Marketer responses and adjustments  <b>Quiz-01</b>	Professor Dr. Serazul Hoque	<ul style="list-style-type: none"> <li>• Reengineering</li> <li>• Outsourcing</li> <li>• Alliance</li> <li>• Customer lifetime value</li> </ul>
Fri 13 Jul							
Sat 14 Jul							
Mon 16 Jul	1015-1145		CR-Audi South	MGT-5203	Personnel Planning & Recruiting	Professor Dr. Abu Taher	<ul style="list-style-type: none"> <li>• Definition of Human Resources Planning</li> <li>• Benefits of Human Resources Planning</li> </ul>

Date Day	Time	Sec	Loc	Course Code	Topic	Faculty	Rmks/Points of Discussion
							<ul style="list-style-type: none"> <li>Steps or Stages of Human Resource Planning</li> </ul>
	1200-1330		CR-302	BUS-6307	Offer	Asst. Prof Dr. Ali Md Kawsar	<ul style="list-style-type: none"> <li>Definition of offer or proposal</li> <li>Requirements of an offer</li> <li>Types of offer</li> <li>Rules regarding offer</li> <li>Revocation of offer</li> <li>Case Study</li> <li></li> </ul>
	1545-1715		CR-404	MK-6301	Defining customer value and satisfaction, tools for tracking and measuring customer satisfaction	Professor Dr. Serazul Hoque	<ul style="list-style-type: none"> <li>Customer value</li> <li>Satisfaction</li> <li>Tools of measurement</li> </ul>
Tue 17 Jul	0830-1000		CR-904	BUS-5101	The seven C's of effective communication	Lec Sanjida Farhana Oishe	<ul style="list-style-type: none"> <li>Completeness</li> <li>Conciseness</li> <li>Consideration</li> <li>Concreteness</li> <li>Clarity</li> <li>Courtesy</li> <li>Correctness</li> </ul>
	1200-1330		CR-Audi South	BUS-5204	Explain the concept of central tendency. Identify and compute the arithmetic mean. Compute and interpret the weighted mean.	Asst. Prof. Mahedi Hasan	<ul style="list-style-type: none"> <li>Central tendency,</li> <li>Arithmetic mean</li> <li>Weighted mean.</li> </ul>
Wed 18 Jul	1015-1145		CR-904	MGT-5203	Personnel Planning & Recruiting	Professor Dr. Abu Taher	<ul style="list-style-type: none"> <li>Integrating Approach to Human Resource Planning</li> <li>Definition of Recruitment</li> <li>Sources of Recruitment</li> <li>External Sources of recruitment</li> </ul>
	1200-1330		CR-302	BUS-6307	Acceptance	Asst. Prof Dr. Ali Md Kawsar	<ul style="list-style-type: none"> <li>Definition of acceptance</li> <li>Rules regarding acceptance</li> <li>Revocation of acceptance</li> <li>Case Study</li> </ul>
Thu 19 Jul	1015-1145		CR-302	BUS-5204	Determine the median. Identify the mode. Calculate the geometric mean.	Asst. Prof. Mahedi Hasan	<ul style="list-style-type: none"> <li>Mean,</li> <li>Median, Mode</li> <li>Geometric mean</li> <li>Business application.</li> </ul>
	1400-1530		CR-403	BUS-5101	Concept of culture; How culture affects business communication; Cultural barriers to communication;	Lec Sanjida Farhana Oishe	<ul style="list-style-type: none"> <li>Concept of culture</li> <li>Impact of culture</li> </ul>

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	1545-1715		CR-301	MK-6301	The nature of high performance businesses, value chain	Professor Dr. Serazul Hoque	<ul style="list-style-type: none"> <li>• Cultural barrier</li> <li>• Value delivery process</li> <li>• Value chain</li> <li>• Core business process</li> <li>• How to create value</li> </ul>
Fri 20 Jul							
Sat 21 Jul							
Mon 23 Jul	1015-1145		CR-Audi South	MGT-5203	Personnel Planning & Recruiting  <b>Quiz-02</b>	Professor Dr. Abu Taher	<ul style="list-style-type: none"> <li>• Benefits of External Recruitment</li> <li>• Demerits of External Recruitment</li> <li>• Employee Referrals Recommendations</li> <li>• Alternatives to Recruitment</li> <li>• Steps in Recruitment</li> </ul>
	1200-1330		CR-302	BUS-6307	Consideration	Asst. Prof Dr. Ali Md Kawsar	<ul style="list-style-type: none"> <li>• Definition of Consideration</li> <li>• Types of offer</li> <li>• Rules regarding consideration</li> <li>• Case Study</li> <li>•</li> </ul>
	1545-1715		CR-404	MK-6301	Corporate and Division Strategic Planning  <b>Quiz-02</b>	Professor Dr. Serazul Hoque	<ul style="list-style-type: none"> <li>• Mission</li> <li>• SBU</li> <li>• Growth opportunities</li> </ul>
Tue 24 <sup>1</sup> Jul	0830-1000		CR-904	BUS-5101	Guidelines for multicultural communication; Intercultural communication model; Cultural variables	Lec Sanjida Farhana Oishe	<ul style="list-style-type: none"> <li>• Guidelines</li> <li>• Model</li> <li>• Cultural variables</li> </ul>
	1200-1330		CR-Audi South	BUS-5204	Explain and apply measures of dispersion. Compute and explain the variance and the standard deviation.  <b>Quiz-02</b>	Asst. Prof. Mahedi Hasan	<ul style="list-style-type: none"> <li>• Measure of dispersion,</li> <li>• Range,</li> <li>• Quartile,</li> <li>• Inter quartile, Variance, Standard deviation.</li> </ul>

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<sup>1</sup> Indoor Final



Date Day	Time	Sec	Loc	Course Code	Topic	Faculty	Rmks/Points of Discussion
Wed 25 Jul	1015-1145		CR-904	MGT-5203	Employee Testing and Selection	Professor Dr. Abu Taher	<ul style="list-style-type: none"> <li>• Definition of Selection</li> <li>• Distinction between Recruitment and Selection</li> <li>• Process of Selection</li> </ul>
	1200-1330		CR-302	BUS-6307	Consideration, Contd.,  <b>Quiz-02</b>	Asst. Prof Dr. Ali Md Kawsar	<ul style="list-style-type: none"> <li>• No consideration no contract – Exceptions</li> <li>• Types of considerations</li> <li>• Case Study</li> </ul>
Thu 26 <sup>2</sup> Jul	1015-1145		CR-302	BUS-5204	Construct and describe a stem-and-leaf display. Identify and compute measures of position. Construct and analyze a box plot. Compute and describe the coefficient of skewness. Create and interpret a scatter diagram. Develop and explain a contingency table.	Asst. Prof. Mahedi Hasan	<ul style="list-style-type: none"> <li>• Stem and Leaf display,</li> <li>• Skewness and Kurtosis,</li> <li>• Scatter diagram,</li> <li>• Contingency table</li> </ul>
	1400-1530		CR-403	BUS-5101	Written communication, Oral communication: Merits and limitation, Face to face communication, Visual communication: Merits and limitation  <b>Quiz-02</b>	Lec Sanjida Farhana Oishe	<ul style="list-style-type: none"> <li>• Written communication</li> <li>• Oral communication</li> <li>• Face to face communication</li> <li>• Visual communication</li> </ul>
	1545-1715		CR-301	MK-6301	Business Unit Strategic Planning	Professor Dr. Serazul Hoque	<ul style="list-style-type: none"> <li>• SWOT</li> <li>• Opportunity matrix</li> <li>• Generic Strategies</li> <li>• Strategic Alliances</li> </ul>
Fri 27 Jul							
Sat 28 Jul							
Mon 30 Jul	1015-1145		CR-Audi South	MGT-5203	Employee Testing and Selection	Professor Dr. Abu Taher	<ul style="list-style-type: none"> <li>• Definition of test</li> <li>• basic testing concept</li> <li>• test validity,</li> <li>• types of tests for selecting</li> </ul>
	1200-1330		CR-302	BUS-6307	Capacity of the Parties	Asst. Prof Dr. Ali Md Kawsar	<ul style="list-style-type: none"> <li>• Incompetent person</li> <li>• Minor and minor's agreements</li> </ul>

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	1545-1715		CR-404	MK-6301	Steps in the marketing planning process, contents of the marketing plan	Professor Dr. Serazul Hoque	<ul style="list-style-type: none"> <li>• Case Study</li> <li>• Process</li> <li>• Plan</li> <li>• Examples</li> <li>• Team work</li> </ul>
Tue 31 Jul	0830-1000		CR-904	BUS-5101	Audio visual communication, Computer based communication, Silence, Non-verbal communication.	Lec Sanjida Farhana Oishe	<ul style="list-style-type: none"> <li>• Audio visual communication</li> <li>• Computer based communication</li> <li>• Silence</li> <li>• Non-verbal communication</li> </ul>
	1200-1330		CR-Audi South	BUS-5204	Explain the terms experiment, event, and outcome. Identify and apply the appropriate approach to assigning probabilities. Calculate probabilities using the rules of addition.	Asst. Prof. Mahedi Hasan	<ul style="list-style-type: none"> <li>• Experiment,</li> <li>• Event,</li> <li>• Outcome,</li> <li>• Computation of probabilities.</li> </ul>
Wed 01 Aug	1015-1145		CR-904	MGT-5203	Interviewing Candidates	Professor Dr. Abu Taher	<ul style="list-style-type: none"> <li>• Definition of Interviews</li> <li>• Types of Interviews</li> <li>• Methods of Interviews</li> <li>• Ways to conduct more effective interviews.</li> </ul>
	1200-1330		CR-302	BUS-6307	Capacity of the Parties, Contd.,	Asst. Prof Dr. Ali Md Kawsar	<ul style="list-style-type: none"> <li>• Persons of unsound mind</li> <li>• Disqualified persons</li> <li>• Case Study</li> </ul>
Thu 02 Aug	1015-1145		CR-302	BUS-5204	Define the term joint probability. Calculate probabilities using the rules of multiplication. Define the term conditional probability. Compute probabilities using a contingency table.	Asst. Prof. Mahedi Hasan	<ul style="list-style-type: none"> <li>• Joint probability,</li> <li>• Conditional probability,</li> <li>• Contingency table,</li> <li>• Computation of probabilities.</li> </ul>
	1400-1530		CR-403	BUS-5101	Organizational pattern, Downward communication: objectives, media, limitations, and essentials; Upward communication: importance, methods, limitations, and essentials;	Lec Sanjida Farhana Oishe	<ul style="list-style-type: none"> <li>• Organizational pattern</li> <li>• Downward communication</li> <li>• Upward communication</li> <li>• Importance</li> <li>• Methods</li> <li>• Limitations</li> <li>• Essentials</li> </ul>

Date Day	Time	Sec	Loc	Course Code	Topic	Faculty	Rmks/Points of Discussion
	1545-1715		CR-302	MK-6301	Customer relationship management: the key, customer profitability, company profitability, and total quality management.	Professor Dr. Serazul Hoque	<ul style="list-style-type: none"> <li>Customer Profitability</li> <li>Company Profitability</li> <li>TQM</li> </ul>
Fri 03 Aug							
Sat 04 Aug							
Mon 06 Aug	1015-1145		CR-Audi South	MGT-5203	Training and Developing employees	Professor Dr. Abu Taher	<ul style="list-style-type: none"> <li>Orienting employees</li> <li>The Training Process</li> <li>Training and Learning</li> <li>Make learning meaningful</li> </ul>
	1200-1330		CR-302	BUS-6307	Free Consent	Asst. Prof Dr. Ali Md Kawsar	<ul style="list-style-type: none"> <li>Define consent and free consent</li> <li>Define coercion</li> <li>Undue influence</li> <li>Distinction between coercion and undue influence</li> <li>Misrepresentation</li> <li>Essentials of misrepresentation</li> <li>Case study</li> </ul>
	1545-1715		CR-404	MK-6301	Conducting Marketing Research	Professor Dr. Serazul Hoque	<ul style="list-style-type: none"> <li>The marketing research system</li> <li>Marketing Research Process</li> </ul>
Tue 07 Aug	0830-1000		CR-904	BUS-5101	Horizontal communication, Grapevine: how the grapevine operates and limitations; Consensus: process, advantages and limitations.	Lec Sanjida Farhana Oishe	<ul style="list-style-type: none"> <li>Horizontal communication</li> <li>Grapevine</li> <li>Consensus</li> </ul>
	1200-1330		CR-Audi South	BUS-5204	Calculate probabilities using Bayes' theorem. Determine the number of outcomes using the appropriate principle of counting.	Asst. Prof. Mahedi Hasan	<ul style="list-style-type: none"> <li>Bayes theorem,</li> <li>Principle of counting.</li> </ul>
Wed 08 Aug	1015-1145		CR-904	MGT-5203	Training and Developing employees	Professor Dr. Abu Taher	<ul style="list-style-type: none"> <li>Make Skills Transfer Easy</li> <li>Motivate the Learners</li> <li>Analyzing training needs</li> <li>Traditional Training Methods</li> </ul>
	1200-1330		CR-302	BUS-6307	Free Consent, Contd.,	Asst. Prof Dr. Ali Md Kawsar	<ul style="list-style-type: none"> <li>Define fraud</li> <li>Effects of fraud</li> </ul>

Date Day	Time	Sec	Loc	Course Code	Topic	Faculty	Rmks/Points of Discussion
							<ul style="list-style-type: none"> <li>• Distinction between misrepresentation and fraud</li> <li>• Mistake</li> <li>• Types of mistakes</li> <li>• Case study</li> </ul>
Thu 09 Aug	1015-1145		CR-302	BUS-5204	Identify the characteristics of a probability distribution. Distinguish between a discrete and a continuous random variable. Compute the mean of a probability distribution. Compute the variance and standard deviation of a probability distribution	Asst. Prof. Mahedi Hasan	<ul style="list-style-type: none"> <li>• Probability distribution</li> <li>• Discrete and continuous random variable,</li> <li>• Variance and standard deviation.</li> </ul>
	1400-1530		CR-403	BUS-5101	Wrong choice of medium, Physical barriers, Semantic Barriers.	Lec Sanjida Farhana Oishe	<ul style="list-style-type: none"> <li>• Wrong choice of medium</li> <li>• Physical barriers</li> <li>• Semantic Barriers</li> </ul>
	1545-1715		CR-301	MK-6301	Forecasting Demand	Professor Dr. Serazul Hoque	<ul style="list-style-type: none"> <li>• Marketing productivity</li> <li>• Current demand</li> <li>• Future demand</li> </ul>
Fri 10 Aug							
Sat 11 Aug							
Mon 13 Aug	1015-1145		CR-Audi South	MGT-5203	Training and Developing employees  <b>Mid Term</b>	Professor Dr. Abu Taher	<ul style="list-style-type: none"> <li>• Electronic training</li> <li>• Managerial Development And Training</li> <li>• Tools of training</li> <li>• Succession planning</li> </ul>
	1200-1330		CR-302	BUS-6307	Conditions & Warranties	Asst. Prof Dr. Ali Md Kawsar	<ul style="list-style-type: none"> <li>• Define condition and warranty</li> <li>• Difference between condition and warranty</li> <li>• When breach of condition is to be treated as breach of</li> </ul>

Date Day	Time	Sec	Loc	Course Code	Topic	Faculty	Rmks/Points of Discussion
					<b>Mid Term</b>		<ul style="list-style-type: none"> <li>warranty</li> <li>• Implied conditions</li> <li>• Implied warranties</li> <li>• Doctrine of caveat emptor</li> <li>• Case study</li> </ul>
	1545-1715		CR-301	MK-6301	Identifying market segments and target	Professor Dr. Serazul Hoque	<ul style="list-style-type: none"> <li>• Levels of market segmentation</li> <li>• Bases of segmentation</li> </ul>
Tue 14 Aug	0830-1000		CR-904	BUS-5101	Different comprehension of reality, Socio-psychological barriers.  <b>Mid Term</b>	Lec Sanjida Farhana Oishe	<ul style="list-style-type: none"> <li>• Different comprehension of reality</li> <li>• Socio-psychological barriers.</li> </ul>
	1200-1330		CR-Audi South	BUS-5204	Describe and compute probabilities for a binomial distribution. Describe and compute probabilities for a hypergeometric distribution.	Asst. Prof. Mahedi Hasan	<ul style="list-style-type: none"> <li>• Binomial distribution,</li> <li>• Hypergeometric distribution</li> <li>• Computation of probabilities from binomial and hypergeometric distribution.</li> </ul>
Wed 15 Aug	<b>National Mourning Day</b>						
Thu 16 Aug	1015-1145		CR-302	BUS-5204	Describe and compute probabilities for a Poisson distribution. List the characteristics of the uniform distribution.  <b>Mid Term</b>	Asst. Prof. Mahedi Hasan	<ul style="list-style-type: none"> <li>• Poisson variable,</li> <li>• Poisson distribution,</li> <li>• Uniform distribution</li> </ul>
	1400-1530		CR-403	BUS-5101	Need and Function of a business letter; Kinds of Business Letter	Lec Sanjida Farhana Oishe	<ul style="list-style-type: none"> <li>• Need of a business letter</li> <li>• Function of a business letter</li> <li>• Kinds of Business Letter</li> </ul>
	1545-1715		CR-404	MK-6301	Product lifecycles, Marketing strategies in product lifecycles  <b>Mid Term</b>	Professor Dr. Serazul Hoque	<ul style="list-style-type: none"> <li>• Product life cycle</li> <li>• Style, Fashion, Fade</li> <li>• Marketing strategies</li> </ul>
Fri 17 Aug							
Sat 18 Aug							

Date Day	Time	Sec	Loc	Course Code	Topic	Faculty	Rmks/Points of Discussion
Sun 19 Aug	<b>Eid-ul-Azha/Mid Term Break ( 19-27 August)</b>						
Tue 28 Aug	0830-1000		CR-904	BUS-5101	Essentials of effective business letter, Importance of an effective business letter, Writing business letter, The language of a business letter,	Lec Sanjida Farhana Oishe	<ul style="list-style-type: none"> <li>Essentials of effective business letter</li> <li>Importance of an effective business letter</li> <li>Writing business letter</li> <li>The language of a business letter,</li> </ul>
	1200-1330		CR-Audi South	BUS-5204	Compute probabilities using the uniform distribution. List the characteristics of the normal distribution.	Asst. Prof. Mahedi Hasan	<ul style="list-style-type: none"> <li>Computation of probabilities using uniform distribution,</li> <li>Normal distribution.</li> </ul>
Wed 29 Aug	1015-1145		CR-904	MGT-5203	Training and Developing employees	Professor Dr. Abu Taher	<ul style="list-style-type: none"> <li>Off-the-Job Training</li> <li>Techniques of training</li> <li>Evaluating the training effort</li> </ul>
	1200-1330		CR-302	BUS-6307	Discharge of Contracts	Asst. Prof Dr. Ali Md Kawsar	<ul style="list-style-type: none"> <li>Definition of Discharge</li> <li>Modes of Discharge of Contract</li> <li>Definition of Breach of Contract</li> <li>Two Ways of Breach of Contract</li> <li>Remedies of Breach of Contract</li> <li>Case study</li> </ul>
Thu 30 <sup>3</sup> Aug	1015-1145		CR-302	BUS-5204	Convert a normal distribution to the standard Normal distribution. Find the probability that a normally distributed random Variable is between two values. Find probabilities using the Empirical Rule.	Asst. Prof. Mahedi Hasan	<ul style="list-style-type: none"> <li>Normal to Z distribution,</li> <li>Probabilities using normal distribution</li> <li>Probabilities using empirical rule.</li> </ul>
	1400-1530		CR-403	BUS-5101	Physical appearance, Parts of letter, Style Form and Punctuation. Planning the letter,	Lec Sanjida Farhana Oishe	<ul style="list-style-type: none"> <li>Physical appearance</li> <li>Parts of letter</li> <li>Style</li> <li>Form</li> </ul>

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<sup>3</sup> Seminar

Date Day	Time	Sec	Loc	Course Code	Topic	Faculty	Rmks/Points of Discussion
	1545-1715		CR-301	MK-6301	Developing the new market offering Managing the development process	Professor Dr. Serazul Hoque	<ul style="list-style-type: none"> <li>Punctuation</li> <li>Planning the letter</li> <li>Market offerings</li> <li>New product</li> <li>Development process</li> </ul>
Fri 31 Aug							
Sat 01 Sep							
Sun 02 Sep	<b>Janmashtomi</b>						
Mon 03 Sep	1015-1145		CR-Audi south	MGT-5203	Performance Management and Appraisal	Professor Dr. Abu Taher	<ul style="list-style-type: none"> <li>What is performance appraisal and performance management?</li> <li>Why performance management?</li> <li>The components of an effective performance management process.</li> </ul>
	1200-1330		CR-302	BUS-6307	Law of Agency	Asst. Prof Dr. Ali Md Kawsar	<ul style="list-style-type: none"> <li>Agent and Principal</li> <li>Agent and servant</li> <li>General rules of agency</li> <li>Agent and independent contractor</li> <li>Kinds of agents</li> <li>Creation of agency</li> <li>Case study</li> </ul>
	1545-1715		CR-404	MK-6301	Dealing with the competition; competitive forces	Professor Dr. Serazul Hoque	<ul style="list-style-type: none"> <li>Porter's Five Forces Model</li> <li>Application</li> </ul>
Tue 04 Sep	0830-1000		CR-904	BUS-5101	Enquiries and replies, Offer and quotations,	Lec Sanjida Farhana Oishe	<ul style="list-style-type: none"> <li>Enquiries</li> <li>Replies</li> <li>Offer</li> <li>Quotations</li> </ul>
	1015-1145						
	1200-		CR-	BUS-5204	Approximate the binomial distribution using the normal	Asst. Prof. Mahedi	<ul style="list-style-type: none"> <li>Demand planning,</li> </ul>

Date Day	Time	Sec	Loc	Course Code	Topic	Faculty	Rmks/Points of Discussion
	1330		Audi South		distribution. Describe the characteristics and compute probabilities using the exponential distribution.	Hasan	<ul style="list-style-type: none"> <li>Employee relationship management (ERM), Enterprise software, Just-in-time strategy.</li> </ul>
Wed 05 Sep	1015-1145		CR-904	MGT-5203	Performance Management and Appraisal	Professor Dr. Abu Taher	<ul style="list-style-type: none"> <li>Effective goal setting</li> <li>Why appraise performance?</li> <li>Steps in appraising performance</li> <li>Appraisal methods</li> </ul>
	1200-1330		CR-302	BUS-6307	Law of Agency, Contd.,	Asst. Prof Dr. Ali Md Kawsar	<ul style="list-style-type: none"> <li>Sub-agent and substitute agent</li> <li>Duties of agent and duties of principal</li> <li>Termination of agency</li> <li>Case study</li> </ul>
Thu 06 Sep	1015-1145		CR-302	BUS-5204	Explain why a sample is often the only feasible way to Learn something about a population. Describe methods to select a sample. Define sampling error. Describe the sampling distribution of the sample mean.	Asst. Prof. Mahedi Hasan	<ul style="list-style-type: none"> <li>Sampling,</li> <li>Why sampling,</li> <li>Sampling methods,</li> <li>Developing sampling distribution.</li> </ul>
	1400-1530		CR-403	BUS-5101	Order and their Execution, Defective order, Delay in execution.	Lec Sanjida Farhana Oishe	<ul style="list-style-type: none"> <li>Order and their Execution,</li> <li>Defective order</li> <li>Delay in execution.</li> </ul>
	1545-1715		CR-301	MK-6301	Analyzing the competitors, designing the competitive intelligence system	Professor Dr. Serazul Hoque	<ul style="list-style-type: none"> <li>Strategies</li> <li>Objectives</li> <li>Blue Ocean Strategy</li> <li>Competitor expansion plan</li> <li>Customer Selection Grid</li> </ul>
Fri 07 Sep							
Sat 08 Sep							
Mon 10 Sep	1015-1145		CR-Audi South	MGT-5203	Performance Management and Appraisal	Professor Dr. Abu Taher	<ul style="list-style-type: none"> <li>Appraising problems and how to avoid problems</li> </ul>



Date Day	Time	Sec	Loc	Course Code	Topic	Faculty	Rmks/Points of Discussion
					<b>Quiz-03</b>		<ul style="list-style-type: none"> <li>Who should do the appraising?</li> <li>The appraisal interview</li> </ul>
	1200-1330		CR-302	BUS-6307	Transfer of Property Law	Asst. Prof Dr. Ali Md Kawsar	<ul style="list-style-type: none"> <li>Meaning of transfer of property</li> <li>Important points of view regarding the passing of ownership</li> <li>Rules regarding transfer of property</li> <li>Case study</li> </ul>
	1545-1715		CR-404	MK-6301	Designing the competitive strategies, differentiation tools	Professor Dr. Serazul Hoque	<ul style="list-style-type: none"> <li>Market Leader</li> <li>Market Follower</li> <li>Market Challenger</li> <li>Market Nicher</li> </ul>
					<b>Quiz-03</b>		
	0830-1000		CR-904	BUS-5101	Circular letter, Objectives; Situation that need circular letter, Sales letter, Bank correspondence.	Lec Sanjida Farhana Oishe	<ul style="list-style-type: none"> <li>Writing circular letter</li> <li>Objectives</li> <li>Situation that need circular letter,</li> <li>Sales letter</li> <li>Bank Correspondence.</li> </ul>
Tue 11 Sep	1200-1330		CR-Audi South	BUS-5204	Explain the central limit theorem. Define the standard error of the mean. Apply the central limit theorem to find probabilities of selecting possible sample means from a specified population.	Asst. Prof. Mahedi Hasan	<ul style="list-style-type: none"> <li>Central limit theorem</li> <li>Standard error</li> <li>Computation of probabilities of sample means.</li> </ul>
	1015-1145		CR-904	MGT-5203	Performance Management and Appraisal	Professor Dr. Abu Taher	<ul style="list-style-type: none"> <li>Types of Interview</li> <li>How to conduct the appraisal Interview</li> <li>How to handle a defensive subordinate</li> </ul>
Wed 12 Sep	1200-1330		CR-302	BUS-6307	Transfer of Property Law, Contd.,	Asst. Prof Dr. Ali Md Kawsar	<ul style="list-style-type: none"> <li>Transfer of property in specific or ascertained goods</li> <li>Transfer of property in unascertained goods</li> <li>Transfer of title by non-owners</li> <li>Case study</li> </ul>
					<b>Quiz-03</b>		

Date Day	Time	Sec	Loc	Course Code	Topic	Faculty	Rmks/Points of Discussion
Thu 13 Sep	1015-1145		CR-302	BUS-5204	Define point estimate. Define level of confidence. Compute a confidence interval for the population mean when the population standard deviation is known.  <b>Quiz-03</b>	Asst. Prof. Mahedi Hasan	<ul style="list-style-type: none"> <li>Point estimate,</li> <li>Level of confidence,</li> <li>Confidence interval,</li> <li>Confidence interval for population mean.</li> </ul>
	1400-1530		CR-403	BUS-5101	How to write an effective collection letter; Collection series; Debtor's explanation; Replies to debtor's explanation	Lec Sanjida Farhana Oishe	<ul style="list-style-type: none"> <li>Writing a collection letter</li> <li>Collection series</li> <li>Debtor's explanation</li> <li>Replies to debtor's explanation</li> </ul>
	1545-1715		CR-301	MK-6301	Setting the product strategy	Professor Dr. Serazul Hoque	<ul style="list-style-type: none"> <li>Customer Value Hierarchy</li> <li>Product Classifications</li> <li>Differentiation</li> </ul>
Fri 14 Sep							
Sat 15 Sep							
Mon 17 Sep	1015-1145		CR-Audi South	MGT-5203	Managing Careers	Professor Dr. Abu Taher	<ul style="list-style-type: none"> <li>Basics of CM,</li> <li>individual roles in Career Development,</li> <li>manager's roles in Career Development,</li> <li>organizational roles in Career Development,</li> </ul>
	1200-1330		CR-302	BUS-6307	Sale of Goods Act	Asst. Prof Dr. Ali Md Kawsar	<ul style="list-style-type: none"> <li>Define contract of sale</li> <li>Essentials of a contract of sale</li> <li>Distinction between sale and agreement to sell</li> <li>Sale and hire purchase</li> <li>Case study</li> </ul>
	1545-1715		CR-404	MK-6301	Setting the service Strategy	Professor Dr. Serazul Hoque	<ul style="list-style-type: none"> <li>Classifications</li> <li>Differentiation</li> </ul>
Tue 18	0830-1000		CR-904	BUS-5101	Advantages of sales letter; Objectives of a sales letter; Three P's; Function of a sales letter.	Lec Sanjida Farhana Oishe	<ul style="list-style-type: none"> <li>Sales letters</li> </ul>

Date Day	Time	Sec	Loc	Course Code	Topic	Faculty	Rmks/Points of Discussion
Sep							<ul style="list-style-type: none"> <li>• Advantages</li> <li>• Objectives</li> <li>• Three P's</li> <li>• Function</li> </ul>
	1200-1330		CR-Audi South	BUS-5204	<p>Compute a confidence interval for the population mean when the population standard deviation is unknown.</p> <p>Compute a confidence interval for a population proportion.</p> <p>Calculate the required sample size to estimate a population proportion or population mean.</p> <p>Adjust a confidence interval for finite populations.</p>	Asst. Prof. Mahedi Hasan	<ul style="list-style-type: none"> <li>• Confidence interval for known population standard deviation</li> <li>• Confidence interval for unknown population standard deviation</li> <li>• Confidence interval for a population proportion</li> </ul>
Wed 19 Sep	1015-1145		CR-904	MGT-5203	Managing Careers	Professor Dr. Abu Taher	<ul style="list-style-type: none"> <li>• Stages of career,</li> <li>• managing promotion and transfer,</li> <li>• mentor's role in career development</li> </ul>
	1200-1330		CR-302	BUS-6307	Sale of Goods Act, Contd.,	Asst. Prof Dr. Ali Md Kawsar	<ul style="list-style-type: none"> <li>• Sale and contract for work and labor</li> <li>• Goods and kinds of goods</li> <li>• Effect of perishing of goods</li> <li>• Modes of fixing the price</li> <li>• Case study</li> </ul>
Thu 20 Sep	1015-1145		CR-302	BUS-5204	<p>Define a hypothesis.</p> <p>Explain the five-step hypothesis-testing procedure.</p> <p>Describe Type I and Type II errors.</p>	Asst. Prof. Mahedi Hasan	<ul style="list-style-type: none"> <li>• Define hypothesis,</li> <li>• Test Statistic,</li> <li>• Type I and Type II errors</li> </ul>
	1400-1530		CR-403	BUS-5101	<p>Introduction; Correspondence with customers;</p> <p>Correspondence with head office; Correspondence with other banks</p>	Lec Sanjida Farhana Oishe	<ul style="list-style-type: none"> <li>• Correspondence with customers</li> <li>• Correspondence with head office</li> <li>• Correspondence with other banks</li> </ul>
	1545-1715		CR-301	MK-6301	Brand decisions and branding strategy	Professor Dr. Serazul Hoque	<ul style="list-style-type: none"> <li>• Brand equity</li> <li>• Building strong brand</li> <li>• Managing brands</li> </ul>
Fri 21 Sep	<b>Ashura</b>						
Sat							

Date Day	Time	Sec	Loc	Course Code	Topic	Faculty	Rmks/Points of Discussion
22 Sep							
Mon 24 <sup>4</sup> Sep	1015-1145		CR-Audi South	MGT-5203	Managing Careers	Professor Dr. Abu Taher	<ul style="list-style-type: none"> <li>enhancing diversity through career management,</li> <li>coaching,</li> <li>career counseling,</li> <li>career advice and campaign</li> </ul>
	1200-1330		CR-302	BUS-6307	Law of Partnership	Asst. Prof Dr. Ali Md Kawsar	<ul style="list-style-type: none"> <li>Definition</li> <li>Formation of partnership</li> <li>Essential elements of partnership</li> <li>Test of partnership</li> <li>Partnership deed</li> <li>Case study</li> </ul>
	1545-1715		CR-404	MK-6301	Promotion mix	Professor Dr. Serazul Hoque	<ul style="list-style-type: none"> <li>Common communication platform</li> <li>Process</li> <li>Micro model of response</li> </ul>
Tue 25 Sep	0830-1000		CR-904	BUS-5101	Introduction; Fire insurance; Marine insurance; Life insurance	Lec Sanjida Farhana Oishe	<ul style="list-style-type: none"> <li>Fire insurance</li> <li>Marine insurance</li> <li>Life insurance</li> </ul>
	1200-1330		CR-Audi South	BUS-5204	Define the term test statistic and explain how it is used. Distinguish between a one-tailed and a two-tailed test of hypothesis. Conduct a test of hypothesis about a population mean.	Asst. Prof. Mahedi Hasan	<ul style="list-style-type: none"> <li>Z-statistic</li> <li>One-tailed test,</li> <li>Two tailed test,</li> <li>Hypothesis about population mean</li> <li></li> </ul>
Wed 26 Sep	1015-1145		CR-904	MGT-5203	Establishing strategic pay plans	Professor Dr. Abu Taher	<ul style="list-style-type: none"> <li>Meaning of Employee Rewards and Pay Plans</li> <li>Compensation System</li> <li>Establishing pay rates</li> </ul>
	1200-1330		CR-302	BUS-6307	Law of Partnership, Contd.,	Asst. Prof Dr. Ali Md Kawsar	<ul style="list-style-type: none"> <li>Types of partners</li> <li>Rights and duties of partners</li> <li>Dissolution of partnership</li> <li>Partnership vs. company</li> <li>Case study</li> </ul>

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<sup>4</sup> Handball Final

Date Day	Time	Sec	Loc	Course Code	Topic	Faculty	Rmks/Points of Discussion
Thu 27 <sup>5</sup> Sep	1015-1145		CR-302	BUS-5204	Compute and interpret a p-value. Conduct a test of hypothesis about a population proportion. Compute the probability of a Type II error.	Asst. Prof. Mahedi Hasan	<ul style="list-style-type: none"> <li>• P-value,</li> <li>• Hypothesis test about proportion,</li> <li>• Probability of type II error.</li> </ul>
	1400-1530		CR-403	BUS-5101	Introduction; Fire insurance; Marine insurance; Life insurance	Lec Sanjida Farhana Oishe	<ul style="list-style-type: none"> <li>• Fire insurance</li> <li>• Marine insurance</li> <li>• Life insurance</li> </ul>
	1545-1715		CR-301	MK-6301	Development of effective communication	Professor Dr. Serazul Hoque	<ul style="list-style-type: none"> <li>• Process to be followed</li> <li>• Communication budget</li> </ul>
Fri 28 Sep							
Sat 29 Sep							
Mon 01 Oct	1015-1145		CR-Audi South	MGT-5203	Establishing strategic pay plans	Professor Dr. Abu Taher	<ul style="list-style-type: none"> <li>• Importance of Sound Wage Structure</li> <li>• Individual employee incentives</li> <li>• recognition programs</li> </ul>
	1200-1330		CR-302	BUS-6307	Company Law	Asst. Prof Dr. Ali Md Kawsar	<ul style="list-style-type: none"> <li>• What is a company?</li> <li>• Essential features of a company</li> <li>• Types of company</li> <li>• Body corporate or corporation</li> <li>• Distinction between private and public limited company</li> <li>• Memorandum and Articles of association</li> <li>• Contents of articles of association and memorandum of association</li> <li>• Case study</li> </ul>
	1545-1715		CR-404	MK-6301	Developing the price strategies and programs	Professor Dr. Serazul Hoque	<ul style="list-style-type: none"> <li>• How companies price</li> <li>• Setting the price</li> </ul>
Tue	0830-		CR-904	BUS-5101	What is a report; Importance of reports; Oral and	Lec Sanjida Farhana	<ul style="list-style-type: none"> <li>• Definition of report</li> </ul>

<sup>5</sup> Seminar

Date Day	Time	Sec	Loc	Course Code	Topic	Faculty	Rmks/Points of Discussion
02 Oct	1000				written reports; Types of business reports; Characteristics of a good report; Preparing a report; Organization of a report.	Oishe	<ul style="list-style-type: none"> <li>• Importance of reports</li> <li>• Oral and written reports</li> <li>• Types of business reports</li> <li>• Characteristics</li> <li>• Preparing a report</li> <li>• Organization of a report.</li> </ul>
	1200-1330		CR-Audi South	BUS-5204	Test a hypothesis that two independent population means with known population standard deviations are equal. Carry out a hypothesis test that two population proportions are equal. Conduct a test of a hypothesis that two independent population means are equal, assuming equal but unknown population standard deviations.	Asst. Prof. Mahedi Hasan	<ul style="list-style-type: none"> <li>• Two independent Samples,</li> <li>• Hypothesis test about two independent population</li> <li>• Hypothesis test when unknown standard deviations.</li> </ul>
Wed 03 Oct	1015-1145		CR-904	MGT-5203	Establishing strategic pay plans	Professor Dr. Abu Taher	<ul style="list-style-type: none"> <li>• Designing strategic pay plans</li> <li>• Types of pay plans</li> <li>• Executing effective incentives program.</li> </ul>
	1200-1330		CR-302	BUS-6307	Company Law, Contd.,	Asst. Prof Dr. Ali Md Kawsar	<ul style="list-style-type: none"> <li>• Formation of a company and certificate of incorporation</li> <li>• Company directors</li> <li>• Duties of company directors</li> <li>• Corporate finance</li> <li>• Debenture and its types</li> <li>• Case study</li> </ul>
Thu 04 Oct	1015-1145		CR-302	BUS-5204	Test a hypothesis that two independent population means with known population standard deviations are equal. Carry out a hypothesis test that two population proportions are equal. Conduct a test of a hypothesis that two independent population means are equal, assuming equal but unknown population standard deviations.	Asst. Prof. Mahedi Hasan	<ul style="list-style-type: none"> <li>• Two independent Samples,</li> <li>• Hypothesis test about two independent population</li> <li>• Hypothesis test when unknown standard deviations.</li> </ul>
	1400-1530		CR-403	BUS-5101	Reports by individuals; Reports by committees.	Lec Sanjida Farhana Oishe	<ul style="list-style-type: none"> <li>• Reports by individuals</li> <li>• Reports by committees</li> </ul>
	1545-1715		CR-301	MK-6301	Developing the price strategies and programs	Professor Dr. Serazul Hoque	<ul style="list-style-type: none"> <li>• How companies price</li> <li>• Setting the price</li> </ul>
Fri 05							

Date Day	Time	Sec	Loc	Course Code	Topic	Faculty	Rmks/Points of Discussion
Oct							
Sat 06 Oct							
Mon 08 Oct	1015-1145		CR-Audi South	MGT-5203	Pay for performance and financial incentives  <b>Quiz-04</b>	Professor Dr. Abu Taher	<ul style="list-style-type: none"> <li>• Money and motivation,</li> <li>• variable pay plans,</li> <li>• incentives for employees</li> </ul>
	1200-1330		CR-302	BUS-6307	Negotiable Instruments	Asst. Prof Dr. Ali Md Kawsar	<ul style="list-style-type: none"> <li>• Definition of negotiable instruments</li> <li>• Presumptions</li> <li>• Crossing of check, inland and foreign instruments</li> <li>• Promissory notes and bill of exchange</li> <li>• Bank draft, check,</li> <li>• Banker and customer</li> <li>• Case study</li> </ul>
	1545-1715		CR-404	MK-6301	Adaptation of price  <b>Quiz-04</b>	Professor Dr. Serazul Hoque	<ul style="list-style-type: none"> <li>• Price adaptation strategies</li> <li>• Response</li> </ul>
Tue 09 Oct	0830-1000		CR-904	BUS-5101	Reports by individuals; Reports by committees.	Lec Sanjida Farhana Oishe	<ul style="list-style-type: none"> <li>• Reports by individuals</li> <li>• Reports by committees</li> </ul>
	1200-1330		CR-Audi South	BUS-5204	Conduct a test of a hypothesis that two independent population means are equal, assuming unequal but unknown population standard deviations. Explain the difference between dependent and independent samples. Carry out a test of a hypothesis about the mean difference between paired and dependent observations.	Asst. Prof. Mahedi Hasan	<ul style="list-style-type: none"> <li>• Hypothesis test when population means are equal,</li> <li>• Distinguish between dependent and independent samples.</li> </ul>
Wed 10 Oct	1015-1145		CR-904	MGT-5203	Pay for performance and financial incentives	Professor Dr. Abu Taher	<ul style="list-style-type: none"> <li>• Incentives for managers and executives,</li> <li>• Individual incentive programs.</li> <li>• organizational incentive programs</li> </ul>
	1200-		CR-302	BUS-6307	Employment Laws	Asst. Prof Dr. Ali Md	<ul style="list-style-type: none"> <li>• Conditions of employment</li> </ul>

Date Day	Time	Sec	Loc	Course Code	Topic	Faculty	Rmks/Points of Discussion
	1330				<b>Quiz-04</b>	Kawsar	<ul style="list-style-type: none"> <li>• Classification of workers and period of probation</li> <li>• Appointment letter and ID card</li> <li>• Service book</li> <li>• Procedures of leave</li> <li>• Re-employment and retrenchment of workers</li> <li>• Discharge from service</li> <li>• Procedures of punishment</li> <li>• Case study</li> </ul>
Thu 11 Oct	1015-1145		CR-302	BUS-5204	Conduct a test of a hypothesis that two independent population means are equal, assuming unequal but unknown population standard deviations. Explain the difference between dependent and independent samples. Carry out a test of a hypothesis about the mean difference between paired and dependent observations.  <b>Quiz-04</b>	Asst. Prof. Mahedi Hasan	<ul style="list-style-type: none"> <li>• Hypothesis test when population means are equal,</li> <li>• Distinguish between dependent and independent samples.</li> </ul>
	1200-1330		CR-403	BUS-5101	Selection interview; Appraisal interview; Exit interview;  <b>Quiz-04</b>	Lec Sanjida Farhana Oishe	<ul style="list-style-type: none"> <li>• Selection interview</li> <li>• Appraisal interview</li> <li>• Exit interview</li> </ul>
	1545-1715		CR-301	MK-6301	Adaptation of price	Professor Dr. Serazul Hoque	<ul style="list-style-type: none"> <li>• Price adaptation strategies</li> <li>• Response</li> </ul>
Fri 12 Oct							
Sat 13 Oct							
Mon 15 Oct	1015-1145		CR-Audi South	MGT-5203	Benefits and services	Professor Dr. Abu Taher	<ul style="list-style-type: none"> <li>• Definition of Benefit</li> <li>• Types of Benefit Plans</li> <li>• Others Types of Benefits</li> <li>• Types of Services</li> </ul>
	1200-1330		CR-302	BUS-6307	Employment of Children, Women, Young Persons	Asst. Prof Dr. Ali Md Kawsar	<ul style="list-style-type: none"> <li>• Employment of children, young persons and Women</li> <li>• Prohibition of certain</li> </ul>



Date Day	Time	Sec	Loc	Course Code	Topic	Faculty	Rmks/Points of Discussion
							<ul style="list-style-type: none"> <li>contract with regard to children</li> <li>• Certificates of fitness</li> <li>• Working hours of young persons</li> <li>• Case study</li> </ul>
	1545-1715		CR-404	MK-6301	Designing and managing value networks and marketing channels	Professor Dr. Serazul Hoque	<ul style="list-style-type: none"> <li>• Role of marketing channel</li> <li>• Channel design decision</li> <li>• Channel management</li> <li>• Conflict resolution</li> </ul>
Tue 16 Oct	0830-1000		CR-90	BUS-5101	Reports by individuals; Reports by committees.	Lec Sanjida Farhana Oishe	<ul style="list-style-type: none"> <li>• Reports by individuals</li> <li>• Reports by committees</li> </ul>
	1200-1330		CR-Audi South	BUS-5204	List the characteristics of the F distribution and locate values in an F table. Perform a test of hypothesis to determine whether the variances of two populations are equal. Describe the ANOVA approach for testing differences in sample means.	Asst. Prof. Mahedi Hasan	<ul style="list-style-type: none"> <li>• F-distribution,</li> <li>• Comparing two population variance,</li> <li>• ANOVA approach,</li> <li>• ANOVA Assumption.</li> </ul>
Wed 17 Oct	1015-1145		CR-904	MGT-5203	Benefits and services	Professor Dr. Abu Taher	<ul style="list-style-type: none"> <li>• Intrinsic rewards</li> <li>• Extrinsic Rewards</li> <li>• Financial rewards</li> <li>• Non-financial Rewards</li> </ul>
	1200-1330		CR-302	BUS-6307	Factory Laws	Asst. Prof Dr. Ali Md Kawsar	<ul style="list-style-type: none"> <li>• Rules regarding health and hygiene</li> <li>• Rules regarding safety and security</li> <li>• Rules regarding welfare of the workers</li> <li>• Rules regarding working hours</li> <li>• Case study</li> </ul>
Thu 18 Oct	<b>Durga Puja</b>						
Fri 19 Oct	<b>Durga Puja</b>						
Sat 20							

Date Day	Time	Sec	Loc	Course Code	Topic	Faculty	Rmks/Points of Discussion
Oct							
Mon 22 Oct	1015-1145		CR-Audi South	MGT-5203	Review	Professor Dr. Abu Taher	
	1200-1330		CR-302	BUS-6307	Review	Asst. Prof Dr. Ali Md Kawsar	
	1545-1715		CR-404	MK-6301	Designing and managing value networks and marketing channels	Professor Dr. Serazul Hoque	<ul style="list-style-type: none"> <li>• Role of marketing channel</li> <li>• Channel design decision</li> <li>• Channel management</li> <li>• Conflict resolution</li> </ul>
Tue 23 Oct	0830-1000		CR-403	BUS-5101	Selection interview; Appraisal interview; Exit interview;	Lec Sanjida Farhana Oishe	<ul style="list-style-type: none"> <li>• Selection interview</li> <li>• Appraisal interview</li> <li>• Exit interview</li> </ul>
	1200-1330		CR-Audi South	BUS-5204	Organize data into appropriate ANOVA tables for analysis. Conduct a test of hypothesis among three or more treatment means and describe the results. Develop confidence intervals for the differences between treatment means and interpret the results.	Asst. Prof. Mahedi Hasan	<ul style="list-style-type: none"> <li>• ANOVA test,</li> <li>• Treatment variation,</li> <li>• Random variation</li> <li>• Total variation.</li> </ul>
Wed 24 Oct	<b>Probarona Purnima</b>						
Thu 25 <sup>6</sup> Oct	1015-1145		CR-302	BUS-5204	Review	Asst. Prof. Mahedi Hasan	
	1400-1530		CR-904	BUS-5101	Review	Lec Sanjida Farhana Oishe	
	1545-1715		CR-301	MK-6301	Supply Chain Management	Professor Dr. Serazul Hoque	<ul style="list-style-type: none"> <li>• Importance</li> <li>• Composition</li> <li>• Design</li> </ul>
Fri 26 Oct							
Sat 27 Oct							

<sup>6</sup> Seminar

Date Day	Time	Sec	Loc	Course Code	Topic	Faculty	Rmks/Points of Discussion
Mon 29 Oct	1015-1145		CR-Audi South	MGT-5203	Review	Professor Dr. Abu Taher	
	1200-1330		CR-302	BUS-6307	Review	Asst. Prof Dr. Ali Md Kawsar	
	1545-1715		CR-404	MK-6301	Designing and managing value networks and marketing channels	Professor Dr. Serazul Hoque	<ul style="list-style-type: none"> <li>• Role of marketing channel</li> <li>• Channel design decision</li> <li>• Channel management</li> <li>• Conflict resolution</li> </ul>
Tue 30 Oct	0830-1000		CR-904	BUS-5101	Review	Lec Sanjida Farhana Oishe	
	1015-1145						
	1200-1330		CR-Audi South	BUS-5204	Review	Asst. Prof. Mahedi Hasan	
Wed 31 Oct	0830-1000						
	1015-1145		CR-904	MGT-5203	Review	Professor Dr. Abu Taher	
	1200-1330		CR-302	BUS-6307	Review	Asst. Prof Dr. Ali Md Kawsar	
Thu 01 Nov	1015-1145		CR-302	BUS-5204	Presentation	Asst. Prof. Mahedi Hasan	
	1400-1530		CR-403	BUS-5101	Presentation	Lec Sanjida Farhana Oishe	
	1545-1715		CR-301	MK-6301	Review	Professor Dr. Serazul Hoque	
Fri 02 Nov							
Sat 03 Nov							
Mon 05 Nov	1015-1145		CR-904	MGT-5203	Presentation	Professor Dr. Abu Taher	
	1200-1330		CR-302	BUS-6307	Presentation	Asst. Prof Dr. Ali Md Kawsar	
	1545-1715		CR-404	MK-6301	Review	Professor Dr. Serazul Hoque	

Date Day	Time	Sec	Loc	Course Code	Topic	Faculty	Rmks/Points of Discussion
Tue 06 Nov	<b>Shama Puja</b>						
Wed 07 Nov	<b>Akheri Chahar Shamba</b>						
Thu 08 <sup>7</sup> Nov	1015-1145		CR-302	BUS-5204	<b>Presentation</b>	Asst. Prof. Mahedi Hasan	
	1400-1530		CR-403	BUS-5101	<b>Presentation</b>	Lec Sanjida Farhana Oishe	
	1545-1715		CR-301	MK-6301	<b>Presentation</b>	Professor Dr. Serazul Hoque	
Fri 09 Nov							
Sat 10 Nov							
Mon 12 Nov	1015-1145		CR-Audi South	MGT-5203	<b>Presentation</b>	Professor Dr. Abu Taher	
	1200-1330		CR-302	BUS-6307	<b>Presentation</b>	Asst. Prof Dr. Ali Md Kawsar	
	1545-1715		CR-404	MK-6301	<b>Presentation</b>	Professor Dr. Serazul Hoque	
Tue 13 Nov	0830-1000		CR-904	BUS-5101	<b>Presentation</b>	Lec Sanjida Farhana Oishe	
	1200-1330		CR-Audi South	BUS-5204	<b>Presentation</b>	Asst. Prof. Mahedi Hasan	
Wed 14 Nov	1015-1145		CR-904	MGT-5203	<b>Presentation</b>	Professor Dr. Abu Taher	
	1200-1330		CR-302	BUS-6307	<b>Presentation</b>	Asst. Prof Dr. Ali Md Kawsar	
Thu 15 <sup>8</sup> Nov	1015-1145		CR-302	BUS-5204	<b>Presentation</b>	Asst. Prof. Mahedi Hasan	
	1400-		CR-403	BUS-5101	<b>Presentation</b>	Lec Sanjida Farhana	

<sup>7</sup> Cricket Final

<sup>8</sup> Seminar

Date Day	Time	Sec	Loc	Course Code	Topic	Faculty	Rmks/Points of Discussion
	1530					Oishe	
	1545-1715		CR-301	MK-6301	Presentation	Professor Dr. Serazul Hoque	
Fri 16 Nov							
Sat 17 Nov							
	1015-1145		CR-Audi South	MGT-5203	Presentation	Professor Dr. Abu Taher	
Mon 19 Nov	1200-1330		CR-302	BUS-6307	Presentation	Asst. Prof Dr. Ali Md Kawsar	
	1545-1715		CR-404	MK-6301	Presentation	Professor Dr. Serazul Hoque	
Tue 20 <sup>9</sup> Nov	<b>Preparatory Leave (PL)/Question Setting &amp; Moderation (20 November-28 November)</b>						
Thu 29 Nov	<b>Semester Final Examination (29 November-11 December)</b>						
Wed 12 Dec	<b>Viva Voce (12 December-13 December)</b>						
Fri 14 Dec							
Sat 15 Dec	<b>Winter Vacation (15 December-31 December 2018) Victory Day (16 December), Viva Voce (17-18 December), Fateha-I-Yajdaham (19 December), Christmas Day (25 December) Result Publication (26-31 December)</b>						

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<sup>9</sup> Faculty Day