

Semester I

Principles and Practices of Management

1. Business - the Purpose of Management
2. Designing Organization for Business
3. Need for Managing Organization and Business
4. Management of Standard Functions
5. Managing Resources
6. Planning
7. Decision Making
8. Organizing
9. Staffing
10. Leading: Directing • Communicating • Motivating
11. Controlling
12. Coordinating (Synchronizing)
13. Evolution of Management Thought
14. Pursuing Management as Career

Instructional Design

1. Introduction to Instructional Design
2. Interactive Learning
3. Learning theories
4. Learning Models and Styles
5. Instructional Design Process
6. Instructional Objectives
7. Content
8. Niceties of English Writing
9. Writing Styles 10. Storyboard and the Script

Effective Communication

1. Communication: Process and Implications
2. Psychological and Cultural Dimensions of Business Communication
3. The Four Skills of Communication
4. Effective Listening
5. Effective Speaking
6. Effective Reading
7. Effective Writing
8. Communicating with Technology
9. Group Communication Strategies

Semester II

Advanced Instructional Design

1. Bloom's Taxonomy – A Critical Appreciation
2. Component Display Theory
3. Instructional Design – Various Schools of Thought
4. Learner Analysis – Learning Styles and Demographics
5. The Design of Instruction for Organizations

6. Learning Models and Theories of Teaching
7. Delivery of Instruction and Assessment Methods
8. Distance Learning and E-Learning – Exploring Mechanisms and Possibilities
9. Technology in the Context of Electronic Learning
10. The Technological Environment and E-Learning Standards for Content
11. The Technological Environment, Standards for E-Learning, LMS and Rapid Authoring Tools
12. Instructional Design at the Frontier
13. ID Types and Modes
14. ID Tools/Rapid Authoring Tools

Educational Psychology

1. Educational psychology: nature and scope
2. Growth and Development
3. Individual Differences in Learning
4. Learning
5. Attention and perception
6. Memory and forgetting
7. Teaching-learning process
8. Motivation
9. Problem solving and thinking
10. Creativity
11. Transfer and evaluation
12. Applications of educational psychology
13. Emotion and Emotional Intelligence
14. Personality

Course Design

1. Course Design- At a Glance
2. Instructional Design and Course Design
3. Course Design Framework - Part 1
4. Course Design Framework - Part 2
5. Course Planning
6. Analysis
7. Defining Course Content and Structuring Basics
8. Essentials of a Course
9. Creating a Course Outline
10. Content Development
11. Content Writing
12. Content Presentation
13. Implementation and Evaluation
14. Job Aids and Reference Instruments

Project

Students are required to submit a project online by the end of the Semester II