



**Shri Jairambhai Patel Institute of Business Management and Computer Applications**  
(National Institute of Cooperative Management Group of Institutions)

Near Infocity, Indroda Circle, Gandhinagar - 382 007

Phone: 079 – 23213043, 37 - 38 - 39 Web: [www.nicm.coop](http://www.nicm.coop)

Approved by AICTE, MHRD, New Delhi & Affiliated to Gujarat Technological University

Date: 16-02-2013

To  
The Director/Principal/HoD,  
All GTU affiliated MBA Institutes ,  
Gujarat State.

Subject: One Day “**Subject Workshop on QA-II and Financial Management**” on 9-03-2013- Seeking Nomination of Faculty Members teaching **QA –II** and **F M** for Workshop as participants - Regarding

Dear Sir/Madam

**Let me share unique features of this workshop:**

*This workshop does NOT share the same usual stuff- like concerns of management education, techniques of effective teaching, improved presentation skills for faculty and checklist for effective teaching etc.*

As you are aware that, the GTU has adopted new syllabus for MBA programme from the year 2010-11. It has also conducted several FDPs time to time to make faculty members aware about the subject contents and its pedagogy. But it is experienced that most of the MBA institutes face problems in teaching various subjects especially technical subject in uniform manners, due to several reasons. It is found that there is a lack of uniformity/consistency in the teaching methodology, depth of course coverage; textbooks adopted by the different MBA colleges, pattern of internal question papers across the GTU affiliated MBA Colleges. Gross ambiguity is found in pattern of question papers and consequently respective errors have been observed in preparation of university question papers of last few years. Many times, many things are being asked in the question papers, that are out of syllabus, and even the questions asked are not according to the conventional pattern. Consequently, these kinds of errors adversely affect the result of students.

With the view to bring uniformity in teaching methodology, course contents, textbooks to be followed, design of question papers etc., we would like to conduct a series of Subject Workshops for all the MBA courses at our Institute. As a part of this new initiative, we have planned to conduct our first subject workshop for the subject **Quantitative Analysis-II** (Sub Code- 2820007) and **Financial Management** (Sub Code: - 2820003) on **9th March, 2013**.

This subject workshop will mainly focus on contents parts, i.e. **what to teach**” (rather than “**How to teach**” (e.g. LPP- Whether to cover Big-M and Two Phase Method). GTU syllabus does not include Big-M and Two Phase Method but during previous university exam practical problems based on this method were asked. We will address key challenges of the course, including coverage of the content, test taking strategies, lessons, activities, resources, and curriculum planning. This workshop will also address the issues related to setting of question papers. For example: What type of questions to be asked in examination? General guidelines on appropriate weightage of theory and practical problems, weightage for each module from the syllabus for setting of question papers etc. For example, it is observed that some examiners set a question paper in which they ask question on full-sum on Transportation problem/Assignment problem, minimum 30 to 45 minutes are required, but Weightage of this kind of problem given by paper setter is just 7 marks. Rather than asking full question, students can be asked to

solve the sum from in between. In this workshop, we will also try to prepare course material/reading material and management cases / case studies on various topics related to the subject.

**The main objectives** of the workshop are:

- To discuss course contents and pedagogy of **each point/ topic** mentioned in **each module** in detail.
- To discuss about coverage of syllabus thru practical problems and theory i.e. determination of weithage of theory and practical problems
- To suggest the case studies for each topic (as per the requirement and availability)
- To recommend the format of ideal question paper for university exam to ensure uniformity in designing the question papers
- To Prepare/Collect/Compile/Distribute teaching notes/material for each topic of each module.
- To handover the minutes of workshop to All the Deans of MBA program
- Discuss critical components such as textbooks, materials, course planning, course pacing, and test questions.

**Intake Capacity: 40 participants in each subject workshop (on first-come -first-serve basis)**

**Date of workshop:** 9-3-2013 **Time:** 9.30 a.m. to 5.30 p.m. (Two parallel Tracks for two subjects)

**Resource Persons/ Speakers for the Workshop:** Senior Faculty Members & Experts and Members of Syllabus Committee

**Who can participate:** This one-day workshop is limited to participants who are teaching these subjects currently or intended to teach in future.

**What to Bring:** Participants are requested to bring a laptop, an external storage device, Subject textbooks and reference books, cases or reading material (if any) for exchange effective teaching practices /activities for group discussion.

**Venue of workshop:** Shri Jairambhai Patel Institute of Business Management & Computer Applications (Formerly NICM) Indroda Circle, Gandhinagar.

**Participation Fees:** Rs. 300 per participant/per workshop. The fees include the cost on educational kit, tea and working Lunch. For further query you may contact:

**For QA-II Subject Workshop :**

**Prof. Dr. Mamta Brahmbhatt**, Associate Professor and Workshop Coordinator Cell No. 9898433733, email: mamtanicm.brahmbhatt@gmail.com OR mamta.brahmbhatt@nicm.coop

**For Financial Management Subject Workshop**

**Prof. (Dr). Narayan Baser**, Associate Professor and Workshop Coordinator Cell No. 9427340390 , e mail: narayan.nicm@gmail.com

**Note: The Subject Workshop for QA-II and FM are altogether different & will be conducted independently in 2 parallel tracks.**

You are requested to avail this opportunity and nominate faculty as participants in the above workshops. Please send the filled in nomination form along with to the Institute before 2<sup>nd</sup> March 2013.

Looking forward for your positive response.

Sincerely

**Dr S O Junare, Director**



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## **Nomination Form**

### **Subject Workshop for the Subject QA-II / Financial Management** [9<sup>th</sup> March 2013]

**Name of the Faculty Member** :

**Designation** :

**Total Teaching Experience for Teaching the Subject QA-II/FM** :

**Name of the Institute** :

**Address of the Institute** :

**Telephone No.** :

**E Mail ID** :

**Expectations from the workshop** :

**Details of Fees payment** : **DD / Cheque No.:** **Date:**

**Date:** **Signature of the Faculty Member**

**Signature of the Director/Principal/HoD**

**[Note:** *The participation fee is to be paid by cash or DD or at-par Cheque in favor of National Institute of Cooperative Management, payable at Gandhinagar. In case of outstation cheque additional Rs.30 are to be paid towards the bank collection charges.]*

**The Workshop for 'QA-II' and 'FM' will be conducted independently in 2 parallel tracks.**