

Dr B. R. AMBEDKAR OPEN UNIVERSITY
PROF.G.RAMREDDY MARG, ROAD NO.46, JUBILEE HILLS, HYDERABAD, TELANGANA
PROGRAMME PROJECT REPORT (PPR)

Name of the Faculty /Department: Faculty of Commerce / Department of Commerce

Name of the Programme: Masters in Commerce (M.Com)

S. No.	Parameters	Details
a.	Programmes mission & objectives:: (its alignment with industrial /learner demands)	The course aims to provide a comprehensive understanding of commerce that helps the students to build robust careers out of the knowledge gained. It gives them the confidence and resolve to become problem solvers and out of the box thinkers who can handle any complex situation arising in the management of business concerns.
b.	Relevance of program with Dr BRAOU's Mission &Goals:	Dr. B. R. Ambedkar Open University is established on the tenets of making education affordable to the deprived and disadvantaged sections. The M.Com program offered by the University helps it in furthering this resolve as it is made available at an affordable cost to a wider section desirous of increasing their income generation capacity as a result of improvement in their educational qualifications.
c.	Nature of prospective target group of learners: 1. Specify the target group: 2. Needs of the target group:	1. Target Group: A Bachelors degree in commerce. BBA/BBM or B.A (Commerce) with no age restriction. 2. Needs of the target group: Access to higher education at their own time, place and pace with the convenience of pursuing their degree even while discharging the job roles assigned to them in the course of their employment.
d.	Appropriateness of program to be conducted in Open & Distance Learning(ODL) mode to acquire specific skills & competencies: Specify the expected learning outcomes in terms of: 1.Learning outcomes : 2. Knowledge attainment : 3. Transferable Skills and Competencies: 4. Reflection of academic, professional and occupational standards:	1. Learning Outcomes: This course imparts higher order skills as it equips Graduates with necessary qualification and specific skills required for their job roles. 2. Knowledge attainment: Deeper understanding of the concepts through an array of self assessment tools integrated in the course will enable them to gain an in-depth knowledge of the subject. 3. Transferable Skills and Competencies: Communication skills, soft skills, team building skills and such other competencies and skills acquired in the program can be translated into better individual performance. 4. Reflections of academic, professional and occupational standards.

<p>e. Instructional Design:</p>	<ol style="list-style-type: none"> 1. Curriculum design (<i>Outcome of Expert Committee meeting; Programme Structure: specify the theory, practical, field work, project, etc components</i>): 2. Total Credit hours(<i>including course wise</i>): 3. Detailed syllabi: 4. Duration of the programme (<i>Minimum & Maximum</i>): 5. Medium of instruction: 6. Type of programme(<i>General/ Professional</i>): 7. Faculty and Support staff: 8. Instructional design & delivery mechanism(<i>Media to be used- print, audio, video, online, computer aided, web based, etc. (course wise)</i>): 9. Student Support Service system (<i>Specify the provisions to be made at HQs, Regional Centres, Learner Support Centres and Web based, etc</i>): 	<p>The curriculum design and delivery is an outcome of the expert committee meeting. It comprises of Theory and practical component. The entire curriculum is developed as per the regulations of the UGC applicable for ODL institutions.</p> <p>The program is offered as a Two Year Masters Program with Five (05) courses in each year.</p> <p>Given as an Appendix</p> <p>Minimum 2 Years and Maximum 4 Years</p> <p>English Medium</p> <p>General Post Graduate Program.</p> <p>Faculty (04) & Support Staff (03)</p> <ol style="list-style-type: none"> 1. Prof. I. Anand Pawar 2. Dr. D. Rabindranath Solomon 3. Prof. Y.S. Kiranmayi (Retd.) Adjunct Prof 4. Dr. P. Radhakrishna (Ass. Prof (Contract) <p>Support Staff (03):</p> <ol style="list-style-type: none"> 1. Mr. Ratnakar 2. Ms. Srivalli 3. Mr.Pasha <p>Counseling Sessions/Print (SLM)/Radio lessons/Video Lessons/Teleconferences/Online Classes and BRAOU YouTube Channel.</p> <p>HQ: All support Services extended. RCC: Counseling Sessions/Print(SLM)/Radio lessons/Video Lessons/Teleconferences Study Centers: Counseling Classes.</p>
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S.No.	Parameters	Details
f.	<p>Procedure for admissions, curriculum transaction and evaluation:</p> <ol style="list-style-type: none"> 1. Define the admission policy(<i>including web based tools to be adopted</i>) : 2. Eligibility criteria: 3. Fee structure: 4. Financial assistance to learners(if any): 5. Activity planner of all academic activities of the academic session: 6. Policy for Evaluation of learner progress along with methods and tools: 	<ol style="list-style-type: none"> 1. The Learner Support Services Branch issues the Notification for admission once a year calling for applications from eligible candidates. The application has to be filled online and after verification and validation through SMS the Admission Fee has to be paid for issue of Identity Cards. 2. A Bachelors degree in Commerce. BBA/BBM or B.A (Commerce) with no age restriction. House wives, employees desirous of acquiring higher educational qualification, job holders seeking promotions based on qualifications. 3. Rs.7,800 First year and Rs. 7,500 Second Year 4. No Financial Assistance 5. Academic Almanac is provided 6. Digital online evaluation of Term-end examination scripts comprising of 70 marks in each subject (Summative) and Manual evaluation (Formative) of Assignments comprising of 30 Marks in each subject.
g.	<p>Requirement of the laboratory support and library resources:</p> <ol style="list-style-type: none"> 1. Laboratory support to the learners (<i>if any</i>): 2. Provision of Practical book for learners (<i>if any</i>): 3. Provision of Virtual Reality methods for Practicals in case of Online learning (<i>if any</i>): 	<ol style="list-style-type: none"> 1. Library facility is available at all Learner Support Centres; Regional Centres and Headquarters of the University. 2. In the SLM practical component is included to provide comprehensive understanding. 3. No provision for virtual reality is available.
h.	<p>Cost estimate of the program and the provisions:</p> <ol style="list-style-type: none"> 1. Indicate the budgetary requirement for: <ol style="list-style-type: none"> 1. Programme Development 2. Delivery 3. Maintenance 	<p>Programme development being an ongoing process and it is reviewed as per the policy of the Academic Regulatory Body of the University. As a precursor to the development of the programme, cost analysis will be done Budgetary allocation for course development, course material printing and distribution, development of Audio and video lessons and e-content development will be earmarked by the University. The Learner Support Branch maintains the courses offered by the Academic Faculties and provides the necessary counseling support for all the courses.</p>

<p>i. Quality assurance mechanism and expected program outcomes*:</p> <ol style="list-style-type: none"> 1. Define the review mechanism of the Programme for enhancing the standards of curriculum, instructional design relevant to professional requirements: 2. Define Programme benchmark statements: 3. Mechanism for monitoring the effectiveness of the programme: <p>*Minimum standards must adhere to UGC (ODL) Regulations, 2017 and directions of the Statutory Bodies of the University</p>	<ol style="list-style-type: none"> 1. The program curriculum that comprises of courses that require to be reviewed as per changes in the Finance Act are done every year. Where courses are concept based, they are reviewed in accordance with the policy of the UGC (ODL) Regulations. 2. Any student with an aptitude for learning should be able to clear this program and a student with a higher order learning skills should be able to become self employed. 3. Two Assignments are given for each subject for students to self evaluate their learning. The counselors will discuss the assignments during the counseling sessions and guide the students in providing sequentially appropriate answers for the questions.
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Rabindranath

Signature of Head of the Department with seal

HEAD

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Signature of Dean of the Faculty with seal

Dean

Faculty of Commerce
Dr. B.R. Ambedkar Open University
HYDERABAD.

Signature of the Director Academic with seal

Director (Academic)

B.R. Ambedkar Open University
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S.No.	Parameters	Details (Please tick)
	(f) Teacher Growth & Skills	(✓)
	(g) Multiple learning for active learning	(✓)
	(h) Helps the learner to engage in Higher - order thinking skills	(✓)
	(i) critical reasoning active and complex thinking	(✓)
	V) SLM is :	
	(a) Structed on LOCF (Learning out come based curricular framework)	(✓)
	(b) Interactive has Two way communicative approach and conversational format	(✓)
	(c) Has experience based activities and assignments	(✓)
	(d) Has clearly stated learning outcomes or detailed concepts / learning map.	(✓)
	(e) Encourages learners to apply New knowledge and Skills	(✓)
	(f) Divided in to blocks and units	(✓)
	(g) Has consistent lay out and format	(✓)
	(h) Has overview of content unit structure	(✓)
	(i) Introduction	(✓)
	(j) Expected learning outcomes	(✓)
	(k) Summary	(✓)
	(l) Sections and Subsections for presenting appropriate frequency	(✓)
	(m) Contains examples for national International case studies	(✓)
	(n) Explanation of icons, symbols and formula for used content	(✓)
	(o) Explanation of technical, new, difficult terms, in glossaries/keywords sections	(✓)
	(p) Inclusion of adequate reading material	(✓)
	B. Audio+Video Material	
	Audio Visuals Materials of the Course	
	(a) supplements and complements the Self learning Material	(✓)
	(b) adequate consideration given for learners' prior knowledge skills and attitude.	(✓)

S.No.	Parameters	Details (Please tick)	
A	(c) Level and style of presentation and language simple and appropriate	(✓)	
	(d) Clear information on types of support materials and study activities	(✓)	
	(e) Aims, objectives and target audience for the audio or video material are clearly defined	(✓)	
	(f) conforms to the learning out comes	(✓)	
	(g) clear guidelines with regard to the use of the audio or video material	(✓)	
	(h) Audio or video material are given is developed in forms and formats that are easily accessible by the learners and compatible with web-based delivery.	(✓)	
	(i) provides continuity and coherence	(✓)	
	(j) content is interactive with appropriate use of graphics, animations simulations etc., to keep the learners engaged.	(✓)	
	C. Online and Computer based Material		
	(a) The digital content is made available in accessible format such as processing, Portable Document Format or E-Pub format.	()	
	(b) The file size is accessible and downloaded	()	
	(c) course content (in digital format is) easy to navigate and searchable	()	
	(d) The digital content is Unicode compliant	()	
	(e) Digital content gives special attention to the leaners with disabilities.	()	
	(f) Digital content available across platforms and devices	()	
	(g) Audio-video material is made available through streaming	()	
	(h) The compression of the digital files is optimized so that the quality is not compromised and content is easily accessible.	()	
	(i) The required players are made available to learners.	()	
	D. Curriculum and Pedagogy : Quality Standards		
Curriculum objectives are :			
(a) Consistent with the mission of Dr.BRAOU	(✓)		

S.No.	Parameters	Details (Please tick)
	(b) Involves all the stakeholders	()
	(c) Follows the University Grants Commission Model of Curriculum or learning outcomes based Curriculum Framework (LOCF) and incorporates local or regional needs	()
	(d) Curriculum appropriate to the stage of learning.	(✓)
	(e) linkages are given to previous and subsequent stages of learning.	(✓)
	(f) Provides learning experiences which allow in diversity of methods (like learning from practice, opportunities for distributed and concentrated practice, learning with peers, learning in formal situations inside and outside the department, personal study, specific teacher inputs etc).	(✓)
	(g) The structure of curriculum are defined.	(✓)
	(h) strategy on teaching and learning methods is worked out.	()
	(i) Instructional methods or pedagogy and the media mix are clearly spelt out.	(✓)
	(j) The content is reliable and justifies the learning outcome(s).	(✓)
	(k) Curriculum is relevant to national competency requirement.	(✓)
	(l) Description of credit value for each module or unit in the course is given.	()

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	(c) collaborative learning tasks.	()
	(d) opportunities for observing others	(✓)
	(e) self-evaluation.	(✓)
	IV) Consideration of the Learner Profile	
	(a) literary level (including level of language proficiency)	(✓)
	(b) age group	(✓)
	(c) information communication Technology skills	(✓)
	(d) aim of study.	(✓)
	(e) personal background and home situation	(✓)
	(f) prior knowledge	(✓)
	(g) prior skills, learning situations etc.,	(✓)
	V) Background of learner	
	(a) It is considered the accessibility of course resources and references at the place of learning.	(✓)
	(b) Learning objectives and outcomes are considered prior to developing learning materials.	(✓)
	VI) Group of Learning Material	
	(a) SLM Course Materials	(✓)
	(b) e-books	()
	(c) practical book	(NA)
	(d) student's handbook	(✓)
	(e) question bank,	()
	(f) assignment book	(✓)
	(g) Audio Video material	(✓)
	(h) programme guide,	(✓)
	(i) project manual	(NA)

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