



**CENTRE FOR
DISTANCE AND
ONLINE EDUCATION**

Bachelor Programs

August'24



PROGRAMME OVERVIEW



CENTRE FOR
DISTANCE AND
ONLINE EDUCATION

Degree Awarding body	Narsee Monjee Institute of Management Studies - NMIMS (Deemed to be University)
Teaching institution	Narsee Monjee Institute of Management Studies - NMIMS (Deemed to be University)
Name of the Program (specified by UGC / AICTE etc.)	<ul style="list-style-type: none">• Bachelor of Commerce (B.Com)• Bachelor of Business Administration (BBA)
Minimum duration of the program (years) as per UGC norms	3 Years
Minimum Eligibility for admission	HSC (10+2) in any discipline from a recognized Board with minimum 50% (45% for SC/ST/OBC/PwD).
Program Credit	144
Program Level	Bachelor Programs
Nature of Target Group of Learners	Students / Management Aspirants/ Professional Learners / Experienced Professionals
Date of commencement	July 2024
Type of Program	Online

B.Com - Programme Structure:



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SEMESTER	SUBJECT	SUBJECT CREDIT
1 st	Principles of Management	4 Credits
	Business Communication	4 Credits
	Financial Accounting	4 Credits
	Micro Economics	4 Credits
	Organization Behaviour & HRM	4 Credits
	Essentials of IT	4 Credits
2 nd	Cost and Management Accounting	4 Credits
	Principles of Marketing	4 Credits
	Operations Research	4 Credits
	Macro Economics	4 Credits
	Business Statistics for Decision Making	4 Credits
	Introduction to Analytics	4 Credits
3 rd	Business and Allied Law	4 Credits
	Banking and Insurance	4 Credits
	Financial Management	4 Credits
	Advanced Financial Accounting	4 Credits
	Audit –I	4 Credits
	International Business & Export Import Management	4 Credits

B.Com - Programme Structure:



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SEMESTER	SUBJECT	SUBJECT CREDIT
4 th	Corporate & Information Technology Law	4 Credits
	Environment and Disaster Management	4 Credits
	Fundamentals of Taxation	4 Credits
	Research Methodology	4 Credits
	Audit - II	4 Credits
	Corporate Accounting	4 Credits
5 th	Financial Institutions & Markets	4 Credits
	Financial Statement Analysis	4 Credits
	Indian Accounting Standards	4 Credits
	Investment Products & Analysis	4 Credits
	Entrepreneurship Management	4 Credits
	Project	4 Credits
6 th	Business Ethics and Corporate Governance	4 Credits
	Strategic Management	4 Credits
	Financial Modeling	4 Credits
	Emerging Trends in Accountancy	4 Credits
	Corporate Finance	4 Credits
	Portfolio Management	4 Credits

BBA - Programme Structure:



CENTRE FOR
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SEMESTER	SUBJECT	SUBJECT CREDIT
1 st	Principles of Management	4 Credits
	Business Communication	4 Credits
	Financial Accounting	4 Credits
	Micro Economics	4 Credits
	Organization Behaviour & HRM	4 Credits
	Essentials of IT	4 Credits
2 nd	Cost and Management Accounting	4 Credits
	Principles of Marketing	4 Credits
	Operations Research	4 Credits
	Macro Economics	4 Credits
	Business Statistics for Decision Making	4 Credits
	Introduction to Analytics	4 Credits
3 rd	Business and Allied Law	4 Credits
	Digital Marketing	4 Credits
	Financial Management	4 Credits
	Consumer Behaviour	4 Credits
	International Business & Export Import Management	4 Credits
	Sales Management	4 Credits

BBA - Programme Structure:



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SEMESTER	SUBJECT	SUBJECT CREDIT
4 th	Production & Total Quality Management	4 Credits
	Research Methodology	4 Credits
	Electives (Marketing)	
	Performance Management System	4 Credits
	Environment and Disaster Management	4 Credits
	Retail Management	4 Credits
	Fundamentals of Taxation	4 Credits
	Electives (Finance)	
	Performance Management System	4 Credits
	Environment and Disaster Management	4 Credits
	Retail Management	4 Credits
	Fundamentals of Taxation	4 Credits
	Electives (Business analytics)	
	Introduction to Python	4 Credits
	Machine Learning –I	4 Credits
	Data Visualization with Tableau	4 Credits
Multivariate Techniques	4 Credits	

BBA - Programme Structure:



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SEMESTER	SUBJECT	SUBJECT CREDIT
5 th	Entrepreneurship Management	4 Credits
	Project	4 Credits
	Customer Relationship Management	4 Credits
	Electives (Marketing)	
	Rural Marketing	4 Credits
	Strategic Brand Management	4 Credits
	Financial Statement Analysis	4 Credits
	Electives (Finance)	
	Financial Institutions & Markets	4 Credits
	Corporate Finance	4 Credits
	Financial Statement Analysis	4 Credits
	Electives (Business Analytics)	
	Analytics in Business domains	4 Credits
	Data Management	4 Credits
	Machine Learning -II	4 Credits

BBA - Programme Structure:



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SEMESTER	SUBJECT	SUBJECT CREDIT
6 th	Business Ethics and Corporate Governance	4 Credits
	Strategic Management	4 Credits
	Operations and Supply Chain Management	4 Credits
	Project Management	4 Credits
	Electives (Marketing)	
	Integrated Marketing communications	4 Credits
	International Marketing	4 Credits
	Electives (Finance)	
	Investment Analysis and Portfolio Management	4 Credits
	Financial Modeling	4 Credits
	Electives (Business analytics)	
	Introduction to Big Data Technologies	4 Credits
	Time Series Forecasting	4 Credits

B.Com - Employability Skills:



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Module	Skills	Hours	Semester
Soft Skills for Managers	Soft Skills	10	I
Tally ERP: Making Accounting Simple	Technical	10	II
Start your Start up	Technical	10	III

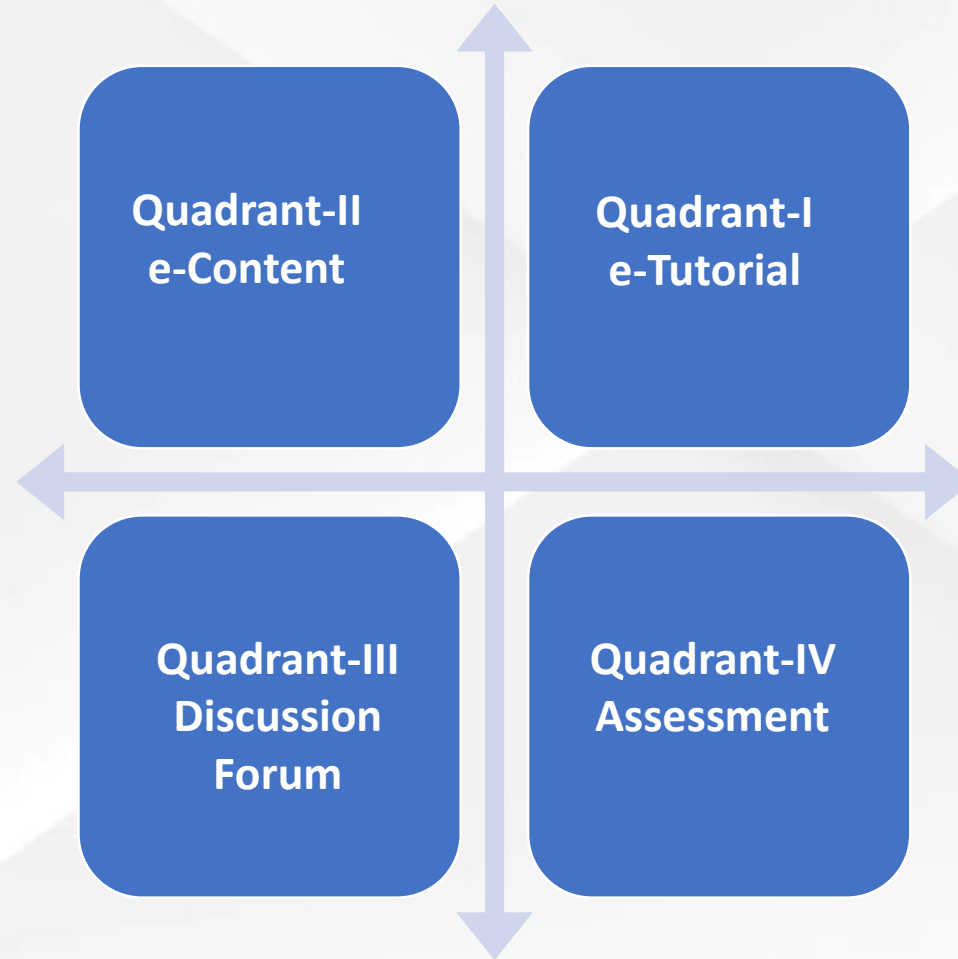
BBA - Employability Skills:



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Module	Skills	Hours	Semester
Soft Skills for Managers	Soft Skills	10	I
Design Thinking	Technical	10	II
Start your Start up	Technical	10	III

Academic Deliverables: Four Quadrant Approach



Four Quadrant: e-Content

1. ELM/SLM
2. Case Studies
3. Additional reading books, e-books
4. Articles
5. Illustrations, Presentations
6. Web Resources: References, related links, Open source content on internet

Four Quadrant (Contd.)



E-Tutorial

15 to 20 Hours

Discussion Forum

Every Course

Assessments

Internal and Term End

Live Sessions: Course/30 Hours



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TEACHING/KNOWLEDGE SESSIONS

15 Hours

DOUBT CLEARING SESSIONS

6 Hours

SKILL BASED SESSIONS

9 Hours

Evaluation Matrix

Examination evaluation mechanism has mainly two components:

1. Internal Assignment (IA) 30%
2. Term End Examination (TEE) 70%

Passing Criteria:

Student is required to obtain 40% marks on the aggregate of marks obtained in the Internal Assignment and Term End Examination taken together.

Proposed Internal Assessment: DQ / Quiz



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Examination Evaluation: Internal Continuous Assessment: 30%

- ❑ Internal Assignment: 20 Marks (Descriptive Questions)
- ❑ Quiz: 10 Marks (2 opportunity subject wise): Best of Quiz Marks

Internal Assignment: 20 Marks

- Case Study/Analytical problem (DQ)
- Post student side: IA Submission window Ends **Plagiarism module will be triggered**
- Faculty Grading of IA as per process
- IA Result Release before the Term End Examination

Flexi Term End Exam Time Table



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- **Choice of days** – Term End Exams would be scheduled on weekdays/weekends. Exam Dates will be announced one month in advance and students will have the choice to select their preferred exam date from the announced date/s
 - **Choice of Exam Time slots** (Three): 9.00 a.m./1 p.m./5.00 p.m. **(IST)**
 - **Choice to select exam centre:** Exam Centres / At My Location
 - **Choice to select subjects** is applicable as per students choice based on their schedule
 - **Choice to appear** for one/two/three subject exams in a day
-
- **Students must maintain a minimum of 75% engagement in each subject to be eligible for registration and participation in the Term End Examination (TEE).**
 - **Those who fail to meet this requirement in any subject will not be permitted to register or sit for the TEE in that subject.**

TEE Question Paper Pattern:



Total Weightage 70 Marks: MCQ + DQ : 40 marks MCQ + 30 marks DQ

Section A: **Knowledge based Questions : 1 Marks, 20 Questions**

Section B: **Application / Case Study based Questions: 2 Marks, 10 Questions**

Section C: **Conceptual Understanding Questions: 10 Marks 3 Questions**

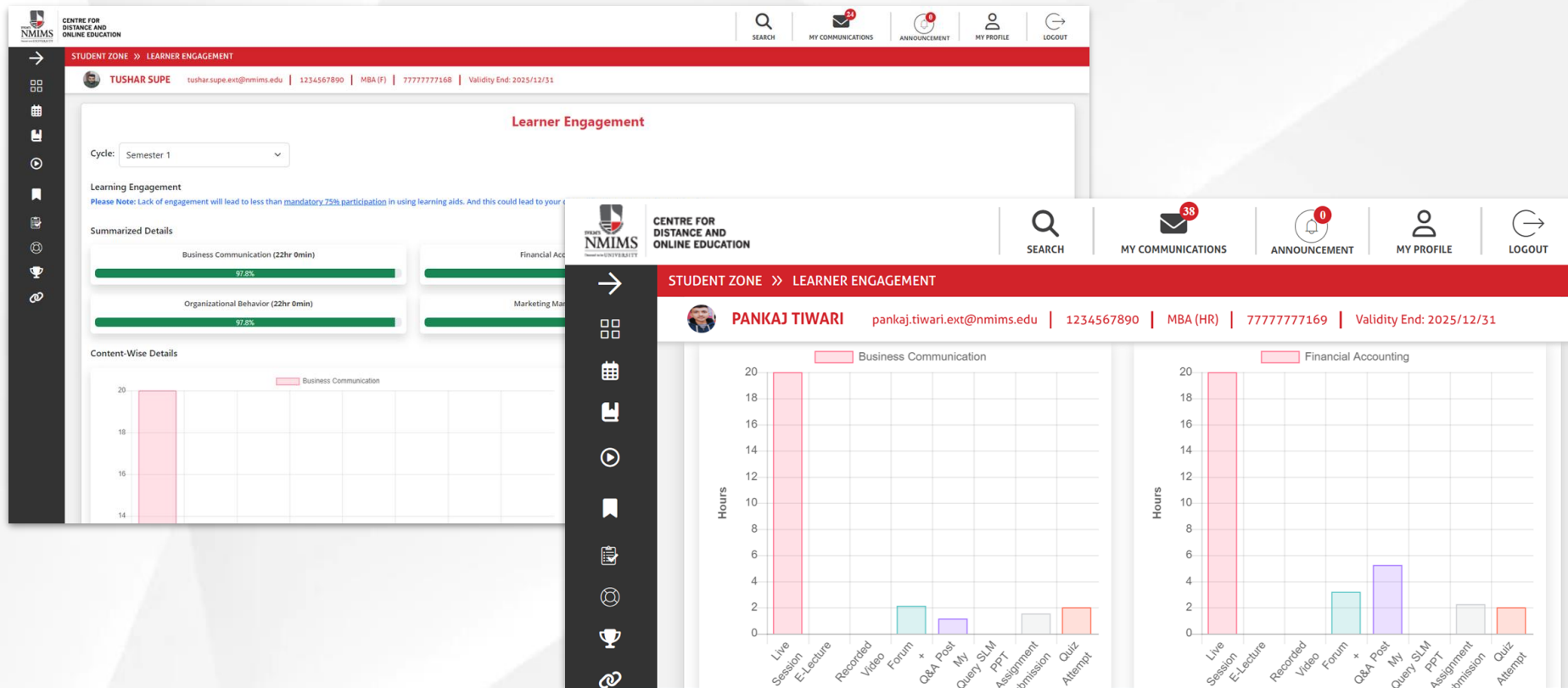
Align NMIMS CDOE with National Education Policy (NEP) 2020



- Passing Criteria: Student is required to obtain 40% marks on the aggregate of marks obtained in the Internal Assignment and Term End Examination taken together.
- NEP 2020 Grading System: Adoption of a 10-point grading system starting from the Admission Year 2024-25 for all programs. A conversion factor will be computed to transition from the marks system to the 10-point grading system, applicable to students seeking admission from 2024-25 onwards.
- No Passing and Program End Grace
- Special Needs Grace will remain

% of Marks	Alpha-Sign/ Letter Grade Result	Grade Points
90.0-100	O (Outstanding)	10
80.0-<90.0	A+ (Excellent)	9
70.0-<80.0	A (Very Good)	8
60.0-<70	B+ (Good)	7
55.0-<60.0	B (Above Average)	6
50.0-<55.0	C (Average)	5
40.0-<50.0	P (Pass)	4
Below 40	F (Fail)	0
-	Absent	0

User Engagement: 75% Participation



Learner Engagement Tracking

Students can access the “Learner Engagement” page where they can track the amount of time they have spent on

1. Attending Live Sessions
2. Viewing E-Tutorial Videos
3. Viewing Recorded Sessions
4. Participating in Forums
5. Asking Queries
6. Reading SLMs and other resources
7. Assignment Submission
8. Attempting Quiz

- Students must maintain a minimum of 75% engagement in each subject to be eligible for registration and participation in the Term End Examination (TEE).
- Those who fail to meet this requirement in any subject will not be permitted to register or sit for the TEE in that subject.

Asynchronous Mentoring - Post My Query



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The screenshot displays the student portal interface. At the top, there is a navigation bar with the NMIMS logo and the text 'CENTRE FOR DISTANCE AND ONLINE EDUCATION'. To the right of the navigation bar are icons for SEARCH, MY COMMUNICATIONS (with a 24 notification badge), ANNOUNCEMENT (with a 0 notification badge), MY PROFILE, and LOGOUT. Below the navigation bar, the user's profile is shown: TUSHAR SUPE, tushar.supe.ext@nmims.edu, 1234567890, MBA (F), 77777777168. The main content area is titled 'STUDENT ZONE >> MY COURSES >> MARKETING MANAGEMENT'. A 'Post A Query' modal is open, showing a dropdown menu for 'Faculty' with 'Prof. Deepak Gupta' selected. The modal also contains a text area for the query and a red 'POST QUERY' button. Below the modal, the 'ASK FACULTY' section is visible, showing a table of 'MY QUERIES' with 2 queries raised. The table has columns for Sr.No, QueryType, Date & Time of Qu..., Query, Answer, and Status. Two queries are listed, both of type 'Course Query' and status 'Answered'. The first query is 'Kindly Explain 7Ps of Marketing and the Difference Betwe...' and the second is 'What is "genericide"? Discuss a recent case and make reco...'. The table also shows pagination information: 'Rows per page: 10', '1-2 of 2', and navigation arrows. A 'PUBLIC QUERIES' section is also visible at the bottom of the main content area.

***Post a query from
My Courses page -
Student View***

Academic queries are routed to respective faculty member and Administrative queries are routed to student support team

Discussion Forums



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The screenshot displays the NMIMS online education platform interface. At the top, there is a navigation bar with icons for Skillsets, My Communications, My Profile, and Logout. Below this is a red breadcrumb trail: STUDENT ZONE » ACADS » DECISION SCIENCE » FORUM. A user profile for the 'LEAD USER' (postmaster@nmims.edu) is shown. The main content area features a question posted by Prof. Dr. Meera Mehrotra on 2021-06-25. The question asks for the calculation of Q1, Q2, and Q3 quartiles for a given data set. Below the question, two replies are visible: one from Sneha Joshi on 2022-04-04 and another from Sayali Dake on 2022-04-19. A left sidebar contains navigation options like Dashboard, Academic Calendar, My Courses, Session Videos, Bookmarks, Exams, Career Services, and Student Support.

STUDENT ZONE » ACADS » DECISION SCIENCE » FORUM

LEAD USER postmaster@nmims.edu | 0000000000 | MBA (BM) | 77999999999 | Validity End: 30-Jun-2024

SKILLSETS MY COMMUNICATIONS MY PROFILE LOGOUT

→

DASHBOARD

ACADEMIC CALENDAR

MY COURSES

SESSION VIDEOS

BOOKMARKS

EXAMS

CAREER SERVICES

STUDENT SUPPORT

Newest | Oldest

Reader
Prof. Dr Meera Mehrotra on 2021-06-25 15:00:40

Dear Students. Try to solve the following question on Quartiles using the method discussed in class.
Calculate Q1, Q2 and Q3 Quartiles for the following data: 1,2,3,4,6,8,9,10,11,13,15,17,19,20,21,22,23,24,25

Sneha Joshi on 2022-04-04 19:17:45

Q3 15th
14.25position
= 21
10th

Q2 9.5position
= 13
5th

Q1 4.75position
= 6

Reply | Report Abuse

Sayali Dake on 2022-04-19 15:04:28

Discussion Forum - Student View

Students can reply on the forums and view replies from other students

Student Support and Services

Student Support and Services is integral part of NMIMS CDOE delivery system. In order to manage and support student queries, concerns, grievances and/or issues in a timely manner NMIMS CDOE has set up the following systems and processes

- An online ticketing based system for students to raise, track and get their concerns and issues resolved in a timely manner

Apart from the online, ticketing system students can connect to various people within the University through the following tools

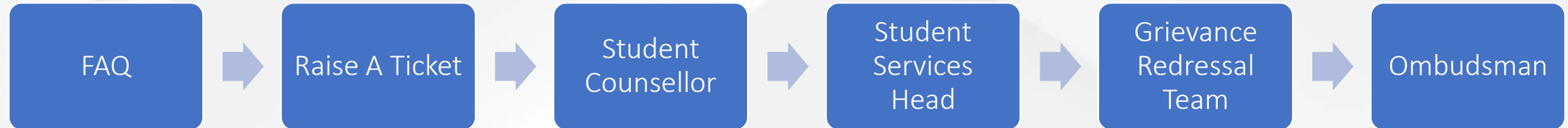
- Live Chats to talk to Academic counselors, mentors and Student support team
- Post my Query to ask questions to faculty in an asynchronous mode
- Dial a toll free number to speak to counselors, support team members and/or mentors

Apart from the above, various Service Requests can be made online through the student portal for mark sheets, books, I-cards, certificates, etc.

The University has a Grievance Redressal committee chaired by Pro-VC of the University to take care of all cases, which have been escalated by the students in case they were not satisfied with the responses or resolutions given

All Queries and Services provided have a defined timeline for resolution

Student Support and Services



Fee Structure



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Bachelor of Commerce

Option 1	Option 2
Annual Payment (in INR)	Semester-wise fee Payment (in INR)
Program fee per year: 33,000/-	Program fee per Semester: 18,000/-
No of Payments: 3	No of Payments: 6

Bachelor of Business Administration (Marketing & Finance)

Option 1	Option 2
Annual Payment (in INR)	Semester-wise fee Payment (in INR)
Program fee per year: 47,000/-	Program fee per Semester: 25,000/-
No of Payments: 3	No of Payments: 6

Bachelor of Business Administration (Business Analytics Electives for Second & Third Year)

Option 1	Option 2
Annual Payment (in INR)	Semester-wise fee Payment (in INR)
Program fee per year: 56,400/-	Program fee per Semester: 30,000/-
No of Payments: 3	No of Payments: 6

Admission Process

1

Registration

Register online at
online.nmims.edu

Post registration, a
student counsellor will
get in touch with you.

2

Document Submission

Upload the relevant
Gazette Attested
photocopies of the
academic
and KYC documents.

3

Fee Submission

You may confirm your
admission by paying the
fee online, or by sending
a demand draft in favour
of 'SVKM's NMIMS'
payable at Mumbai.

4

Confirmation

On Document approval,
Payment approval &
Student verification your
admission will be
confirmed, and a 'student
number' will be issued to
you by the University.

Admission Process



- Admission Processing Fee of ₹1,200/- applicable for all admissions.
- An initial amount of ₹10,000/- from the program fee will be collected at the time of registration.
- Exam fee : ₹800/- per subject per attempt.
- Project fee : ₹1,500/- per exam attempt.
- Students also have the option to pay the full program fee of ₹94,000 for the Bachelor of Commerce program, if they prefer.
- Students also have the option to pay the full program fee of ₹131,000 for the BBA program with Marketing and Finance electives, if they prefer.
- Students also have the option to pay the full program fee of ₹145,000 for the BBA program with Business Analytics electives if they prefer.
- The above-mentioned fee structure is subject to change at the discretion of the University.
- Any payment made via Demand Draft should be made in favour of "SVKM's NMIMS" payable at Mumbai.
- Now avail loan facility to pay fees for the Program even without a credit card.
- EMI Facility (3, 6, 9, 12 months) available via credit cards of the following banks: HDFC Bank, ICICI Bank, Axis Bank, Citi Bank, Standard Chartered Bank, HSBC Bank and Kotak Mahindra Bank.

Additional Admission Requirement: DEB ID & ABC ID

As per UGC guidelines, all applicants are required to include the following details on their admission form:

- Academic Bank of Credits Identification Number (ABC ID)
- Distance Education Bureau Identification number (DEB ID)
- To know the steps to create your ABC ID, visit : <https://digr70srsogza.cloudfront.net/academics/1723551374Ef3lh.pdf>
- To know the steps to create your DEB ID, visit: <https://digr70srsogza.cloudfront.net/academics/1725341466ZPJJJe.pdf>

Do note

- ABC ID is essential for creating DEB ID
- Admission application cannot be submitted without ABC ID & DEB ID

Scholarship Policy

The University offers special incentives to our Armed forces, Defence Personnel, Paramilitary and their immediate family with a 20% concession on the program fee.

Cancellation and Refund Policy :

For detail information regarding cancellation and refund policy, visit <https://nmi.ms/Admission-Process>



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