



JSPM's
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(Approved by AICTE, New Delhi, Recognised by Gov. of Maharashtra & Affiliated to Pune University)
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Metrics: 6.5.2 institution reviews its teaching learning process, structures & methodologies of operations

Following is the list of documents made available as a supportive document for the above said metrics:

- Academic File Index Highlighting Case Study
- Soft Skill Session Sample Report
- Screenshot for Placement Registration Form
- Screenshot of Moodle, takeup.in login page.
- Photograph of Saksham

JSPM's Jayawant Institute of Management Studies
Department of MBA

Faculty: Prof. Deepak Pore

Subject: Basics of Marketing (106)

Class: MBA I Sem. I **Academic year:** 2017-18 **Session:** July to Dec. 2017

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Decision Making

Attendance: 42

Date: 8/10/2018

Class: MBA

Skills focused upon:

1. Decision Making skills
2. Problem solving skills
3. Analytical skills

Objective:

- 1 To help the students to identify and analyse a problem/ current challenge that they are facing
- 2 To identify alternate ways/means of dealing with the situation
- 3 To guide them in choosing the most effective option

Activities:

- 1 Students were asked to identify a challenge or an area of improvement
- 2 They were then explained about various types of decisions that can be taken and were introduced to the 'responsible type of decision'
- 3 Students then analysed the problem to identify the root cause and probable solution and building upon the responsible decision framework and choose the best solution to their challenge

Students commonly identified a challenge/problem area:

We want to increase our marks in the exam which is one month away.

Root cause analysis of the problem

1. Procrastination and Lack of focus
2. Studying in a haphazard manner and /or studying at the last minute

Possible decisions:

1. Take no decision/ delay the decision/ avoid the decision
2. Snap decision – panic and start studying in a haphazard manner experiencing a lot of stress
3. Responsible decision- make a timetable and sincerely follow it

Students then made a timetable to study dividing the total no. of subject by the total no. of days. They allocated more days to the subjects that they found difficult and took a commitment to follow the time table.

Outcome:

1. Clarity of mind as the students knew what to study and when
2. Increased confidence

Time Table :-

FABD	27	3	9	15	21
AC	28	4	10	16	
BOM	29	5	11	17	
BRM	30	6	12	18	
LAB	1	7	13	19	
DB	2	8	14	20	

Timing - 7pm 8pm 9-10pm

Sanket Kute, MBA

Time Management

Attendance: 45

Date: 11/10/2018

Class: MBA

Skills focused upon:

1. Time Management
2. Prioritization

Objective:

- 1 To help students prioritize better
- 2 To equip them with techniques to manage time effectively

Activities:

- 1 Students were introduced to the Time Management matrix by Stephen Covey
- 2 Students then made a list of all the things that they needed to complete within the next two weeks and put them in the matrix

Students made a list of their to do things including academic, personal and misc. items. Students were then explained the four quadrants on the TM matrix by Stephen Covey i.e. important and urgent, not important but urgent, not urgent but important and neither important nor urgent. Students then put their to do lists into either of the quadrant. As a result, they were able to identify what are the most important and urgent areas of action and which actions are not important and can be delayed or avoided.

Outcome:

- 1 Clarity of mind
- 2 Ability to identify time wasters and items of immediate action
- 3 Enhanced ability to manage time

Testimonials:

UI	U/I
Studying	Gymnasium
Prepare for online Exam	TV Watching
	Clearing MBA Concepts
	Part time jobs, internships
UI	U/I
Personal Things	Whatsapp
	Shopping
	Listening Music
	Outings with friends

Swarali Kulkarni, MCA

UI	U/I
Exam Preparation	Studying, Assignment
"	Notes
	Music
	Spending time with frds
UI	U/I
personal things	f.B, WA, twitter, etc
	Instagram

Devendra Chavan, MBA

Screen Shot of Moodle

The screenshot shows the Moodle LMS interface. At the top, there's a teal header with the text "JSPM's Jayawant Institute of Management Studies, Tathawade". Below the header is a navigation bar with links: Home, Dashboard, Events, and My Courses. To the right of these links are buttons for "Customise this page", "Hide blocks", and "Standard view". Below the navigation bar is a section titled "ANNOUNCEMENTS". The main content area is divided into two columns. The left column is titled "Navigation" and contains a "Dashboard" section with links to "Site home", "Site pages", and "My courses". Under "My courses", there are links to "_Time Table (MBA)", "EABD (A)", "EABD (B)", and "LRS". The right column is titled "Course overview" and has tabs for "Timeline" and "Courses". Below the "Courses" tab, there are three buttons: "In progress", "Future", and "Past". Below these buttons is a large orange rectangular area with a geometric pattern.

Screen Shot of Online Registration

The screenshot shows an online registration page for a placement drive. The page has a purple header and a light purple background. The main content is centered and contains the following text:

Placement Drive by Pitch Perfect India: Register Your Interest

Pitch Perfect India is looking for fresher MBA students for the given profile. The job location shall be client @ location which is Persistent @ Senapati Bapat road. The other details are given below:

Name of Organization: Payrol of Pitch Perfect India

Company Profile: deAzzle Helps SMEs digitize their business.

Location: deAzzle Services Private Ltd., C/O Persistent Systems, Bhageerath, 402, Senapati Bapat Road, near ICC tech park, Pune, Maharashtra 411016

Website: <https://deazle.in/>

Job Title :Sales Executive

Designation: Sales Executive

JOB Description: Must have own two-wheeler and smart phone. Sell M-Swipe POS machine to micro/ Small SMEs and increase digital transaction <https://www.mswipe.com/>.

No of Vacancy: 05

Key Responsibilities: Date of Joining (Tentative): 08-Oct-2018

Working days : 6 Days 8Hrs(Mon – Friday) 5Hrs(Sat)

Eligibility Criteria:

Ready to make career in sales field with decent communication skills and commitment to work for at least one year

Screen Shot of Takeup.in

The screenshot displays the Takeup.in dashboard for a user named dr.priyanka singh. The dashboard is divided into two main sections: 'Live Projects' and 'Recent Activity'.

Live Projects:

- Project 1:** Posted a day ago by Volume. Title: 'Suggest and develop seo techniques for company website for bring it on higher rank'. Category: Digital Marketing. Skills required: SEARCH ENGINE OPTIMIZATION (SEO) (checked). Project duration: N/A. Perks & Benefits: Certificate, Recommendation. Last date to apply: February 5th 2019. Buttons: Assign coordinator, NO APPLICATIONS, SEND NOTIFICATION.
- Project 2:** Posted a day ago by Premium softwares. Title: 'Write articles with unique content for a web/ software development agency'.

Recent Activity:

- volume posted a new Project : suggest and develop seo techniques for company website for bring it on higher rank (2 days ago).
- premium softwares posted a new Project : write articles with unique content for a web/ software development agency (2 days ago).
- gyaan plant posted a new Project : generate leads for digital marketing institute (3 days ago).
- gyaan plant posted a new Project : design animated graphic images and web info graphics for digital marketing institute (3 days ago).

The dashboard also includes a sidebar with navigation icons and a top navigation bar with a settings gear and the user's name.

Photo of Saksham Lecture




Dr. Priyanka Singh
Director