

### GUIDELINES FOR PROJECT REPORT

- 1) Every candidate shall choose an eligible Project Guide for selecting a topic for the Project work and also for guiding him / her in preparing the Project Report.
- 2) The eligible Project Guide shall be
  - a) Faculty of Department of Commerce and Management Studies, Andhra University; or
  - b) Academic counselors of MBA Programme being offered by School of Distance Education, Andhra University, Visakhapatnam; or
  - c) Faculty of Depts. Of Commerce & Management Studies of any other University recognized by Andhra University.
- 3) The Project Work shall be undertaken in any organization having a minimum of Rs.100 crore turnover or having atleast 500 employees.
- 4) The topics for the project report may be taken from the following suggestive list of areas or can choose any topic relevant to the Diploma course and do the project work in consultation with the Project Guide.
  - i. Study of Organization Design / Organization Structure
  - ii. Management practices in an organizations
  - iii. Leadership styles in an organization
  - iv. Organizational effectiveness
  - v. Operational performance of any Public Sector Enterprises including Banks and Insurance Companies
  - vi. Employee motivation in an organization
  - vii. Communication styles in an organization
  - viii. Analysis of Financial statement of an organization
  - ix. Pricing policies of Public Sector enterprises.
  - x. Impact studies (sectoral) on the economic policies of Government
  - xi. Field Study / Empirical Study
- 5) The Candidate has to submit the Project Report on the date of Viva-Voce examination.



ANDHRA UNIVERSITY  
SCHOOL OF DISTANCE EDUCATION

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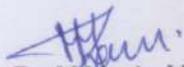
Website: [www.andhrauniversity.edu.in](http://www.andhrauniversity.edu.in)

PG DIPLOMA IN MANAGEMENT ADEMIC CALENDAR FOR 2021-2022(21DM)

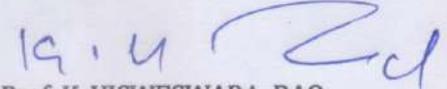
Weekend Personal Contact Programme

Venue	Dates
Department of Commerce & Management Studies (DCMS), Andhra University, Visakhapatnam  Class Timings: 9 am to 1:30 pm	June,2022 : 12 <sup>th</sup> ,19 <sup>th</sup> & 26 <sup>th</sup> July ,2022 : 3 <sup>rd</sup> ,9 <sup>th</sup> ,10 <sup>th</sup> ,17 <sup>th</sup> , 24 <sup>th</sup> & 31 <sup>st</sup> August,202 : 7 <sup>th</sup> ,13 <sup>th</sup> & 14 <sup>th</sup> (12 days)
<b>Submission of Assignments</b>	
Display of Assignment Question Papers on <i>Website</i>	15 <sup>th</sup> June,2022
Last date for submission of Assignments without fine.	30 <sup>th</sup> August, 2022
Submission of Assignments with a fine of Rs.100/-per Subject(Paper)	After30 <sup>th</sup> August,2022
Submission of Project Report	On the day of Viva-Voce
<b>Examinations</b>	
Announcement of Examination Schedule	July,2022
Conduct of Examinations	August/September,2022(Tentative)

- Kindly visit our website [www.andhrauniversity.edu.in](http://www.andhrauniversity.edu.in) for assignment question papers relating to PG Diploma in Management Programme for the academic year 2021-2022.
- Assignment Question Papers **will not be sent by Post**. Candidates have to download assignment question papers. All the assignments are to be submitted at a time. Assignment Books with Spiral Binding will not be accepted.
- If you intend to attend the Personal Contact Programme you are advised to report with your SDE Identity Card at the Venue i.e., Department of Commerce & Management Studies (DCMS), Andhra University, Visakhapatnam at 9am on 12<sup>th</sup> June, 2022.

  
Dr. M. Manisekhar  
Course Coordinator

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[www.andhrauniversity.edu.in](http://www.andhrauniversity.edu.in)  
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