

KARNATAKA STATE  **OPEN UNIVERSITY**

MUKTHAGANGOTHRI, MYSURU- 570 006.

DEPARTMENT OF STUDIES AND RESEARCH IN MANAGEMENT

B.B.A I SEMESTER

COURSE - BMG-01

OPEN ELECTIVE

ELECTIVE-F: OFFICE MANAGEMENT

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Programme Name : BBA Year/Semester : 1st Year, 1st Semester Block No: 1 to 2**Course Name : Office Management Credit : 02 Units No: 1 to 8**

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I B.B.A
Course - BBHC -205
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BACHELOR OF BUSINESS ADMINISTRATION

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Programme Name : BBA **Year/Semester : 1st Year, 2nd Semester** **Block No: 1 to 4****Course Name : QUANTITATIVE TECHNIQUES** **Credit : 04** **Units No: 1 to 16**

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