

PGDM - WORKING PROFESSIONALS

**PROSPECTUS
2021**





Director's Message

JIMS has come a long way in its 27 years journey and has carved a niche for itself among the top management institutions in the country. Most of our Alumni have received recognition in the business world as corporate leaders and are placed in globally acclaimed organizations handling senior management roles and leadership positions. Many of them have become successful entrepreneurs and are creating jobs for others.

Functioning of our Institute is guided by its vision, mission and program objectives which have been designed by its stakeholders through a structured participative process. There is an increased emphasis on innovative curriculum, interactive pedagogy, intense industry-interface and global alliances aimed at building and enriching the competencies of our faculty and students. We emphasize on experiential learning that instils confidence among students to meet the requirements of the VUCA world. We insist on creation of a holistic mindset among the students aimed at achieving socially inclusive growth through courses on Self, Society and Organization.

Over the years, we have shifted our orientation from being just a student driven to an Industry driven institution. Our faculty has been engaged in research, trainings, workshops and consultancy to meet the need of the Industry. Students are also working on Industry Research projects for SME enterprises. We are proud of our culture that values relationships and openness not just at different levels of hierarchy but acceptability of new ideas across the institution. Strong connection and compassion is the spirit of the institute that we hope to endure with time.

On behalf of JIMS, I extend my invitation for collaborating to all stakeholders.

Best Wishes,

Dr Pooja Jain
(DIRECTOR)

Welcome to JIMS 2021

Let's Kick-start Your career Together

JIMS



About The Institute

Jagan Institute of Management Studies (JIMS) imparts professional education at post graduate and graduate levels in the fields of Management and Information Technology. The Institute has been working for the attainment of a mission-to develop highly skilled and professional human resources for industry and business-for the past 27 years. Established in 1993, it has now acquired a commendable position as one of the premier institutes of the country. **Our PGDM, PGDM-IB, PGDM-RM Programmes are approved by the All India Council for Technical Education (AICTE), accredited from National Board of Accreditation (NBA) for excellence in quality education and have also been granted equivalence to MBA degree by Association of Indian Universities (AIU). The National Assessment and Accreditation Council (NAAC) has accredited JIMS at A grade. Our GGSIP University affiliated programs are MCA, BBA and BCA. The MCA programme is accredited by National Board of Accreditation (NBA) for both the shifts.**

JIMS Rohini has now moved beyond National Recognitions and has got South Asian Quality Standards (SAQS) accreditation for quality assurance standards. This gives us an advantage for increasing our international visibility among the South Asian Countries.

Apart from a leading teaching institution, JIMS is well recognised for its empirical and topical research work which benefits the industry, corporate and startups directly. JIMS conducts an AICTE approved Fellowship Program in Management (FPM) which is equivalent to Ph.D degree.

In the first ever NIRF ranking (2016) of teaching plus research management institutes, JIMS Rohini was placed on 43rd spot in a list of top 50 institutions on all India basis. Since then, **JIMS Rohini continues to remain in the list of elite B schools of India (Top 75) in 2017, 2018 and 2019.**

Apart from providing gainful and decent placement, JIMS also encourages the spirit of entrepreneurship and acts as an incubation centre for aspiring entrepreneurs and young startups.

JIMS thus proves to be an ideal place for those wishing to engage in academic pursuits and to seek intellectual fulfilment.

01. Post Graduate Diploma in Management for Working Professionals (PGDM-WP)

Jagan Institute of Management Studies, Sector-5, Rohini offers **Two year, Post Graduate Diploma in Management for Working Professionals. The programme is approved by AICTE, Ministry of HRD, Govt. of India.** It is designed uniquely for working professionals who want to upgrade their management knowledge and business skills with minimal absence from their workplace. The program shall help them in becoming successful managers, professionals or entrepreneurs and rise further in their career. **It is a program suited to those who desire to learn and grow without leaving their jobs or existing profession.**

Program Highlights

The PGDM for Working Professionals is an intensive two-year program with two Semesters in each year designed for professionals with good academic foundation and work experience in the Industry. Those involved in their own Start-up venture or family business after graduation, may also pursue this course.

It would be a single specialization course in Marketing, Finance, HR and Operations. Participants shall have option of choosing electives from other specializations in the second year. **However, there should be at least 10 students for pursuing that specialization / elective..**

The learning would be mostly project based and interactive, keeping in view of the varied experiences of the participants.

Who Should pursue?

In the current volatile and competitive business environment, companies are faced with a growing need for qualified executives who have the vision and the potential to lead the organizations effectively. Organizations want their employees, some of whom may be senior or working for several years, to upgrade themselves on the latest management practices and business techniques. These can't always be provided at the workplace, hence formal training in different functional areas is required for their employees.

Apart from above, there are many students who take up entrepreneurial ventures soon after their graduation, but later on find themselves lacking in management skills and business acumen. Besides, there are few who join family business initially but after couple of years, want to explore corporate work culture or expand their businesses. They want to upgrade themselves on the latest business practices without leaving their existing profession.

PGDM-Working Professionals program caters to the requirements of all the above, by providing flexibility of class timings and course pedagogy.

Program Objectives

- To impart management fundamentals through innovative pedagogy
- To sharpen problem solving and decision making skills
- To update with the latest business techniques and competencies
- To improve interpersonal, communication and team skills
- To develop capabilities of managing and leading people
- To nurture innovative thinking and entrepreneurial attitude

Future Scope

Unlock your potential, talent and skills.

In a competitive and rapidly changing world, it requires focus & motivation to unlock your full talent and exhibit latent abilities. PGDM for Working Professionals Programme will equip the participants with the expertise required to achieve personal and professional growth. It will assist in enhancing their position in the present organisation while bringing about improvement in their personality and status.

After successful completion of this program, they can have options of switching their present work profile or organization for better career growth. They may also start their own venture and become a successful entrepreneur. Participants will also be able to get career guidance on resume and industry opportunities, through the Corporate Resource Management Centre (CRMC) of the Institute. Participants will also be able to get career guidance on resume and industry opportunities, through the Corporate Resource Management Centre (CRMC) of the Institute. A holistic approach will be taken to enhance the career prospect of the students.

Through this program, they will gain access to strong alumni network of JIMS, developed in last over 27 years and pool of senior corporate leaders & academicians. The relationships built through this network will further help in advancing their growth prospects.



Programme Structure

I Year – Core and Specialization Elective Courses

S. No.	Semester – I	Credits	Mark
1	Economics for Managers	3	100
2	Quantitative Techniques and Statistics	3	100
3	Organizational Behaviour	3	100
4	Accounting for Managerial Decisions	3	100
5	Fundamentals of Marketing	3	100
6	International Trade Procedures and Documentation	3	100
7	Legal Aspects of Business	3	100
8	Workshops, Seminars & Outbound Projects	2	50
9	Comprehensive Viva-Voce	1	50
	TOTAL	24	800

S. No.	Semester – II	Credits	Mark
1	International Business & Marketing	3	100
2	Human Resource Management	3	100
3	Financial Reporting and Analysis	3	100
4	Corporate Finance	3	100
5	Consumer Behaviour	3	100
6	Business Research & Analytics	3	100
7	Production & Operations Management	3	100
8	Design Thinking and Innovation	3	100
9	Workshops, Seminars & Outbound Projects	2	50
10	Comprehensive Viva-Voce	1	50
	TOTAL	27	900

II Year – Core and Specialization Elective Courses

S. No.	Semester – III	Credits	Mark
1	Business Strategy	3	100
2	Specialization Courses (4 nos.)	12	400
3	Course from other Specialization (1 no.)	3	100
4	Workshops, Seminars & Outbound Projects	2	50
5	Project Report / Case Writing on two months Internship	6	200
	TOTAL	26	850

S. No.	Semester – IV	Credits	Mark
1	Specialization Courses (4 nos.)	12	400
2	Course from other Specialization (1 no.)	3	100
3	Business Ethics & Corporate Governance	3	100
4	Workshops, Seminars & Outbound Projects	1	50
5	Decision Making through Capstone Business Simulation	6	200
	TOTAL	25	850

Projects, Internships & Workshops	
Semester	Topic
IV	Internship Project Report / Case Writing on Corporate / Own firm / Design Thinking / Entrepreneurship (Two months Internship after first year. Report and Viva-Voce in Semester-III)
IV	Capstone Business Simulation Project (Team based simulation project on running a fictitious Business)
I - IV	Workshops, Seminars and Outbound Projects (Webinars, Workshops, Live & Social Projects throughout the two year program)

Summary		
	Total Marks	Credits
I year	1700	51
II year	1700	51
Total Course Credits	3400	102

	Credits
Core Course	51
Specialization Electives	30
Internship	6
Workshops / Viva-Voce / Capstone Project	15
Total	102

Specializations & Electives

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Following Four specializations are being offered. Candidates to choose any two of these specializations as major and minor.

Four courses of 3 credits each, shall be offered in both Semester III & IV, in major specialization. Total credits are 24 (8 courses of 3 credits each)

- Marketing
- Finance
- Human Resource
- Operations

Candidates can pick one course of 3 credits each, in the Semester III and IV as minor specialization from the remaining any one specialization. Total credits are 6 (2 courses of 3 credits each)

However, the Specializations Electives shall be offered only if at least 10 students are opting for them

Specializations

Marketing	
Integrated Marketing Communication	Service Marketing
Sales & Distribution Management	Digital & Social Media Marketing
Brand Management	Marketing Analytics
B2B Marketing	Retail Management & Operations

Finance	
Security Analysis & Portfolio Management	Business Valuation & Corporate Restructuring
Strategic Financial Management	International Finance, Derivatives & Risk Management
Corporate Tax Planning and Management	Corporate Mergers and Acquisitions
Financial Modelling-I	Financial Modelling - II

Human Resource	
Industrial Relations & Labour Legislations	Contemporary issues in HR
Training and Development	Managerial Competence & Personal Growth
Performance Management	Compensation Management
Data Analytics in HR	Organization Change and Development

Operations and Information Systems	
Supply Chain Management	Management Information System
Materials and Purchase Management	Database Management & Administration
Project Management & TQM	E-Commerce
International Trade Logistics	Data Analytics through Tableau

Workshops

Students to earn at least 7 credits through participation in the online / offline Workshops / Seminars and outbound live & social projects. There may be a short assessment for the award of credits in few compulsory workshops. Credits earned would depend upon their duration, which may vary from 2 – 6 hours each. Some of the Workshop / Seminar topics are given below

S. No.	Suggested Topics
1	Management Principles & Theories
2	Excel Modelling
3	Corporate Legal Environment
4	Business Analytics
5	Leadership and Emotional Intelligence
6	German Language - Basic
7	Customer Relationship Management
8	Corporate Governance & CSR
9	Financial and Security Markets
10	Soft Skill and Business Etiquettes
11	Conflict & Negotiation
12	Case Study Writing
13	Resume Building, GD and PI skills
14	Statistics for Market Research
15	SPPS for Data Analysis & Interpretation
16	AMOS for Data Analysis & Interpretation
17	Machine Learning through Python programming
18	Advanced Excel
19	Fundamentals of Accounting
20	Equity Research
21	Project Finance
22	Total Quality Management
23	Intellectual Property Rights
24	Venture and Private Equity Funding
25	Business Analytics through R programming
26	Lean Start-up





ADMISSION PROCESS

Eligibility

As per AICTE norms.

Online Application

You can apply for the program by submitting an online application form. After submission of the form, an acknowledgement with a system-generated application number will be sent to your e-mail address provided in the form.

<https://www.jimsindia.org/ApplyOnline-WP.aspx>

Selection Procedure

Personal Interview

Applicants will be short listed based on their performance in prior academic performance and work experience. Shortlisted candidates will be called for a Personal Interview to be conducted by panel of experts from Industry and academia.

Offer For Admission

Admission selection offer will be made to the candidates on the basis of merit list prepared as per the entrance test score, work experience, previous academic performance, and PI scores. The Admission Offer letters will be sent through E-mail / Post.

Acceptance Of Admission Offer And Payment Of Programme Fee

Selected Candidates will be required to accept the Admission Offer in the prescribed format and submit the fee instalment, within the date specified in the offer letter.

Note

In case candidates are being sponsored for the program by their organization, the authorization letter in this regard is to be submitted at the time of admission.

FAQs

Difference between regular PGDM and PGDM for Working Professionals?

Both PGDM and PGDM for Working Professionals are AICTE (Min. of HRD, Govt. of India) approved, 2 year, programs. PGDM is the flagship program of JIMS started in 1993 and is also NBA and AIU accredited, which gives it equivalence to MBA degree awarded by the universities. It is a full time program and minimum eligibility is graduation.

PGDM for Working Professionals program has been introduced for working executives, entrepreneurs and those engaged in family businesses. It will be conducted in the hybrid mode with offline classes to be held at JIMS' campus on Saturdays & Sundays, and few online sessions during week days. It is unique because those enrolling for this program can continue with their existing employment, startup or business.

What will be Class Schedule and College timings?

Regular classes shall be held at JIMS, Sector-5, Rohini campus from 9 am – 3 pm, on Saturdays and Sundays. Online contact sessions during some of the weekdays, shall be in the evening for maximum 2 hours.

What specializations will be offered in this program?

Specializations offered shall be Marketing, Finance, Human Resources, and Operations & Information Systems. Candidates can choose anyone of these as specialization area.

In the first year, all courses are compulsory, while in second year specialization subjects along with few electives & core courses shall be taught. Electives can be picked up from the remaining specialization areas. However, for any Specialization / Elective, there has to be at least 10 students opting for it .

What is the Eligibility Criteria of the program?

Candidates should be graduate in any discipline with work experience / startup experience after graduation.

What are the affiliations and approvals for this program?

PGDM for Working Professionals is duly approved by AICTE, Ministry of HRD, Government of India.

Placement assistance and package offered?

Corporate Resource Management Centre (CRMC) of the institute will provide placement assistance by offering personalised career counselling & guidance, resume feedback, interview preparation and arranging job interviews for the students. Every year CRMC attracts hundreds of companies to the campus. The students will get a pool of opportunities to explore, from various industries and profiles. Be it transition in career, or moving up the corporate ladder, students will be given all the desired assistance.

Will there be any Internship?

There will be credit based action learning projects during the 2 years of the program. During May – June, after completion of first year of the program, students shall carry on design thinking project. After the last semester, they shall be doing Business Simulation project through Capstone simulation. Also, they would be working on Case study writing on real life social or industry problems under the guidance of a faculty mentor.

Commencement of session?

Session shall commence from September, 2021.

Duration of the program?

It is Two year program. Shall begin from September, 2021.

How many years of work experience required?

Nil.

Any additional certifications included?

No.

What will be the USPs of this program or why should I do it from JIMS?

USP of the program would be;-

- Pursue this course while continuing with your existing profession. You are not required to leave your current job or profession
- Approved by AICTE. Min.of HRD, Govt. of India
- Very economical fee structure providing reasonably high ROI
- Flexibility of class / session timings, as course would be in the Hybrid Style of teaching with a blend of online and offline classes
- Innovative pedagogy with blend of learning through lectures, case studies, group presentations, simulations, quizzes, assignments and practical projects
- The program is not restricted to only classroom teaching but also involves application of the theoretical concepts in your existing work
- A Capstone Project is an integral part of the curriculum
- JIMS learning management system allows seamless interaction with the faculty and the peers

Any alumni of the previous batches?

This will be the first batch of PGDM for Working Professionals. However, earlier JIMS had PGDM (Part Time) program which was also meant for the working executives and has a rich alumni database. The alumni of that program along with the other programs are now at senior positions in the corporate all over the world. Also, some of alumni have excelled themselves in their own startups and businesses.

Will it be the 1st batch?

Yes, it will be the first batch of PGDM-Working Professionals

Earlier, JIMS had been running it as PGDM (PT) program for last over twenty years, which has now discontinued due to change in AICTE regulations.

Will the classes be held in evening or Saturday/ Sunday?

On Saturdays and Sundays, classes will be during day time (9am – 3pm). While few online sessions of maximum 2 hours each may be conducted in the evening, during some of the week days.

Is attendance mandatory?

Yes.

How much attendance is required, if in case I have important work in my office?

Minimum attendance as prescribed by the institution is required in each Semester. However compensation may be provided for your absence due to field projects, group activities, college events, etc. Due consideration shall be given in case you have important / urgent commitment at your workplace.

Will it be online mode or offline?

Course program would be in the hybrid style of teaching with a blend of online and offline classes.

Will I able to do Ph.D. after completing this program?

Since it is a new program, it presently does not have NBA or AIU accreditation, which is usually provided after 3 years of the commencement. Though you may not be able to do Ph.D. (degree offered by Universities), you may pursue AICTE approved FPM (Fellowship Program in Management), considered equivalent to Ph.D.

Will this program be valid in abroad or can I apply for job in abroad after completing this program?

This program is approved by AICTE, which is body of Government of India. You should be able to apply for jobs abroad. However, in most of the countries, you need to attain an additional certification or pursue a course in those countries before becoming eligible for employment. You shall have to check for the same as rules differ in different countries.

Can I apply for teaching job after completion of this course?

You have to qualify UGC-NET examination, after the completion of post-graduation degree, to become eligible for the teaching job. You shall have to check the eligible qualification criteria for appearing in UGC-NET, from the UGC official website.

What all college facilities I can avail while doing this program?

You will be the part of the college like any regular student. All the facilities and resources available to other students would also be accessible to you. These include Library, IT lab, Canteen, faculty mentorship, etc. Besides, you can avail placement assistance through our CRMC (Corporate Resource Management Centre) department. After successful completion of the program, you would become member of JIMS Elite, a strong network of over 4500 JIMS' alumni, spread all over the world in different positions and professions. Besides, you would also be participating in the college events, academic and extra-curricular activities, seminars, guest sessions, corporate visits, etc.

What will be examination pattern?

Assessment will be both mid-term and end-term. 40% weightage is assigned to mid-term evaluation, which is through assignments, class participation, assignments, projects, Quiz, etc. 60% weightage is assigned to end term final examination, which will be paper-pen based of 3 hours duration. Apart from above, there will be comprehensive viva-voce at the end of first two semesters. Projects shall be evaluated on the basis of report, presentations and viva-voce.

Will it be trimester or semester wise?

It will be Semester based. These would be of roughly 6 months each, duration.

What will be examination schedule?

After end of each Semester, end term examinations shall be held. These would be of 3 hours duration and one examination per day shall be conducted.

Will it be called as PGDM part time or full time?

It is called PGDM for Working Professionals. AICTE no longer recognize the nomenclature such as Part Time, etc.

Will there be any scholarship offered?

Need based scholarship / financial assistance may be considered by the management.

Apart from the curriculum what all exposure will I be provided?

As mentioned earlier, you would be receiving all those exposures that any other regular student would be getting. You would be availing college facilities, shall be participating in the co-curricular and extra-curricular activities, attending seminars and guest sessions, availing placement assistance, etc. You would be working on Action Learning projects, Design Thinking project and Capstone Business Simulation Project. A faculty mentor would be guiding you throughout the 2 year program.

Is executive MBA and PGDM for Working Professionals same?

MBA degree is awarded by the UGC approved universities while PGDM is awarded by AICTE approved colleges. Both are government bodies under Ministry of HRD, Govt. of India. PGDM is considered to be more industry oriented, with frequent course upgradation as per the changing business environment. As far as programs are concerned, both are meant for those who can't leave their existing occupation, but wants to enhance their qualifications, skills and career.



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