

**Ahmadu Bello University  
Distance Learning Center**



**Master in Business Administration  
(MBA)**

Post Graduate Handbook

## With specializations in:

Finance and Investment Specialization

Human Resources Specialization

Marketing Specialization

Hajj Operations management

## Master of Business Administration (MBA) Regular

### First Semester

Course Code	Course title	Credit units	Core/elective
BUAD 817	MBA Language Programme	3	Programme Core
BUAD 819	Management & Organizational Behaviour	3	Programme Core
BUAD 823	Environment of Business	3	Programme Core
<b>Finance &amp; Investment Specialisation</b>			
BUAD 829	Monetary Theory & Policy	3	Specialisation Core
BUAD 827	Financial Markets and Economic Development	3	Specialisation Core
BUAD 811	Financial System & Bank Management	3	Specialisation Core
<b>Human Resources Specialisation</b>			
BUAD 843	Managerial Problem Solving	3	Specialisation Core
BUAD 831	Organizational Design	3	Specialisation Core
BUAD 813	Industrial Relations	3	Specialisation Core
<b>Marketing Specialisation</b>			
BUAD 833	Advertising Management	3	Specialisation Core
BUAD 835	Relationship Marketing	3	Specialisation Core
BUAD 815	Marketing Thought	3	Specialisation Core
<b>Hajj Operations Management Specialization</b>			
BUAD 860	Hajj Rites and Procedures	3	Specialisation Core
BUAD 861	Introduction to Tourism Contract	3	Specialisation Core
BUAD 862 (I)	Hajj Administration and Structure 1 (Nigeria)	3	Specialisation Core

### Second Semester

Course Code	Course title	Credit units	Core/elective
BUAD 822	MIS / ICT Management	3	Programme Core
BUAD 824	Human Resource Management	3	Programme Core
BUAD 826	Research Methodology	3	Programme Core
BUAD 828	Marketing Management and Strategy	3	Programme Core
<b>Finance &amp; Investment Specialisation</b>			
BUAD 830	International Business Finance	3	Specialisation Core
BUAD 810	Investment and Project Analysis	3	Specialisation Core
BUAD 812	Analysis for Business Decision	3	Specialisation Core
BUAD 834	Purchasing & Supply Chain Management	3	Specialisation Core
<b>Human Resources Specialisation</b>			
BUAD 841	Advanced Organisational Behaviour	3	Specialisation Core
BUAD 816	Theory & Administration of Compensation	3	Specialisation Core
BUAD 814	Personnel Performance Evaluation & Management	3	Specialisation Core
BUAD 834	Purchasing & Supply Chain Management	3	Specialisation Core

<b>Marketing Specialisation</b>			
BUAD 838	Industrial Marketing	3	Specialisation Core
BUAD 818	Product Development & Pricing Policies	3	Specialisation Core
BUAD 820	Consumer Behaviour	3	Specialisation Core
BUAD 834	Purchasing & Supply Chain Management	3	Specialisation Core
<b>Hajj Operations Management Specialization</b>			
BUAD 863	Introduction to International Relations	3	Specialisation Core
BUAD 864	Saudi Arabia (Geography, People and Culture)	3	Specialisation Core
BUAD 862 (II)	Hajj Administration and Structure (Saudi Arabia)	3	Specialisation Core

### Third Semester

Course Code	Course title	Credit units	Core/elective
BUAD 837	Quantitative Methods for Management	3	Programme Core
BUAD 839	Managerial Finance	3	Programme Core
BUAD 843	Business Ethics & Corporate Governance	3	Programme Core
<b>Finance &amp; Investment Specialisation</b>			
BUAD 825	Business, Government & Society	3	Specialisation Core
BUAD 845	Portfolio Theory and Capital Market Analysis	3	Specialisation Core
BUAD 847	Management of Financial Institutions	3	Specialisation Core
<b>Human Resources Specialisation</b>			
BUAD 825	Business, Government & Society	3	Specialisation Core
BUAD 849	Organisational Change & Development	3	Specialisation Core
BUAD 851	Labour Management Relations	3	Specialisation Core
<b>Marketing Specialisation</b>			
BUAD 825	Business, Government & Society	3	Specialisation Core
BUAD 853	Advanced Marketing Research	3	Specialisation Core
BUAD 857	International Marketing	3	Specialisation Core
<b>Hajj Operations Management Specialization</b>			
BUAD 865	Tourism Operations Management	3	Specialisation Core
BUAD 866	Comparative Hajj Administration and Structure (UK and Malaysia)	3	Specialisation Core
BUAD 867	Other Religious Pilgrimages	3	Specialisation Core

### Fourth Semester

Course Code	Course title	Credit units	Core/elective
BUAD 836	Business Policy & Strategy	3	Programme Core
BUAD 832	Entrepreneurship & Small Business Development	3	Programme Core
BUAD 890	Research/Project	3	Programme Core
BUAD 840	Internship	3	Mandatory
<b>Hajj Operations Management Specialization</b>			
BUAD 868	Management of Emergencies	3	Specialisation Core
BUAD 869	Introduction to Sociology	3	Specialisation Core

## Master of Business Administration (MBA) Special

### First Semester

Code	Course title	Credit units	Core/elective
BUAD 801	Management Theory & Practice	3	Core
BUAD 803	Principles of Accounting	3	Core
BUAD 805	Managerial Economics	3	Core
BUAD 807	Fundamentals of Marketing	3	Core
BUAD 802	Production & Operations Management	3	Core
BUAD 804	Corporate Financial Management	3	Core
BUAD 806	Business Statistics & Quantitative Analysis	3	Core
BUAD 808	Business & Company Law	3	Core

2<sup>nd</sup>, 3<sup>rd</sup>, 4<sup>th</sup> and 5<sup>th</sup> Semesters similar to 1<sup>st</sup>, 2<sup>nd</sup>, 3<sup>rd</sup> and 4<sup>th</sup> Semesters for MBA Regular.

### BUAD 817: MBA Language Programme (MBA LP)

**3 credits**

Rudiments of Communication: Communication Defined Communication, Principles of Communication; Oral, Written Communication: Language Defined, Non-verbal communication Oral and written Communication; Functions and settings of C Functions of Communication, Communication setting; Theories and Models: Linear Model, Interaction Model etc. Writing and Communication Methods: Writing, other Aspects of the Writing Process, Corporate, Communications, Commercial Communication Method, Process of Meetings, Conferences, Seminars, Symposium Meeting Defined, Conduct, Procedures, Aims and Benefits/D Meetings. Written Rules Affecting Meetings, Conference and Seminar etc reading large volumes of business writing quickly and efficiently, understanding rapid speech, unfamiliar accents, and idiomatic language, negotiating project ideas and plans with your study group, writing clear analyses of case studies, researching and presenting a live case study, Facing Today's Communication Challenges, Writing for Business Audiences, Improving Writing Techniques, Revising and Proofreading Business Messages, Informal Reports, Proposals and Informal Reports, The Job Search, Resumes, and Job Application Letters, Employment Interviewing, and Follow-up Messages, Making Oral Presentations-Mail and Memorandums , Routine Letters and Goodwill Messages ,Persuasive Messages, Negative Messages

### BUAD 801: Management Theory and Practice

**3 Credits.**

Evolution of Management thought; Functions and responsibilities of general management; Understanding global management; Managing through processes; Managerial values, managerial decision making; Planning, organizing; directing and coordination, Problems affecting the character and success of the enterprise; the design and implementation of corporate strategy.

**BUAD 803: Introduction to Accounting****3 Credits**

The Nature and Scope of Accounting: The Functions of Accountants. The Accounting Function and Relationship with the Information System of Organizations. Accounting Procedure and Systems: Double Entry Book-keeping Systems, the Trial Balance, Accruals, Prepayment and Adjustments: Classification of Expenditure between Capital and Revenue. Methods of recording accounting Data: Manual and Mechanical. Trading and Profit and Loss Accounts and Balance Sheets of a sole trader; Accounting Treatment of control Accounts and Bank Reconciliations. Partnership accounting, Accounting Errors and suspense accounts, manufacturing accounts, Royalties; Company Accounts: Formation, issue and redemption of Shares and debentures, final accounts, merging, amalgamation, absorption, etc. including statutory requirements of company accounts in respect of each area. Advanced Partnership accounts: admission of new partner, retirement, dissolution, change of interest, including the treatment of goodwill on admission/retirement. Conversion of partnerships to limited companies, amalgamation of partnerships. Departmental and Branch Accounts. Accounting Concepts, Construction of Financial statements – Balance sheet, Income Statements, Cash-flow Statements, Analysis and Interpretations of financial statements, Elements of Costing and Auditing.

**BUAD 822: ICT Management (ICM)****3 Credits**

Introduction to Computers: Classification and components of computer system. Introduction to High level and low level languages. Problem Analysis, flow charting and algorithm. Software: system s/w, application s/w. Basic concepts of operating systems Tally: Basics, Creating Companies, Various Accounts & Transactions, Ledgers, Balance Sheet, Ratio Analysis Introduction to WWW, Internet and intranet, difference between Internet and intranet, sending and reading e-mails, fax. Practical on Internet access to:  
· Create E-mail address · Perform transactions · Send & receive messages · Use of search engines MS-Office 2000 Word processing: MS-Word, word basics, formatting text and documents, working with header and footer, footnotes, endnotes, tables and sorting, graphics, mail merge and macros. Spreadsheets and their uses in business, Excel basics, rearranging worksheets, excel formatting techniques, using functions, chart features and working with graphics in excel. Power Point: Basics, working with texts and graphics in Power Point. Delivering information with Microsoft Mail. Uses of computers in problem solving; its application to the solution of problems at the introductory level in capital budgeting and linear programming

**BUAD 805: Managerial Economics (ME)****3 credits**

Application of principles from various fields in economics and business to management decision making; Price mechanism, allocation of resources, profit drivers of the firm, revenue and cost drivers, interactions among market players, firms' strategy, understanding market forces, the meaning of competition, pricing and profits, market power – good or evil, playing games I – Competition versus Cooperation, playing games II – Entry and Exit, Firms versus Markets; Make or Buy, auctions and market design, economics of information.

**BUAD 808: Business and Company Law****3 Credits**

Familiarise candidates with the legal aspects of business. Law of contract, Agency, hire purchase, carriage of goods, and related laws are examined. The company Act and company and miscellaneous matters decree are examined in depth.

**BUAD 819: Organisational Behaviour (OB)****3 credits**

Exposure to essential theories and concepts for analysing managerial problems, Individual and group analysis of cases and experiential exercises, Exchange of ideas and experiences in the classroom, Intensive field-based project work in groups.

**BUAD 802: Operations Management (OM)****3 Credits**

Issues in operations strategy, process analysis and the use of data and managerial opinion in making effective propositions to address the questions in the cases. Major economic decision problems of production and operations management; aggregate production and work - force scheduling; multi-plant allocation of product; large scale project control (CPM and PERT); production and inventory control; demand forecasting; quality control; and short run job - shop scheduling; the interaction of production problems with those of other functional areas, queuing theory, dynamic programming, multiple regression and correlation.

**BUAD 823: Environment of Business****3 Credits**

The basic objective of the course is to examine the legal, social, political and economic framework within which business organisations must operate in the Nigerian environment. Because of the pervasive influence of globalization and the reduction of distances between nations, their value systems, language etc international business environments will be explored. Topics covered include: The concept, scope and nature of the business environment and environmental scanning, Legislations related to business. Ethical theories of business decision, social and cultural issues in business. Theoretical and practical issues of the Nigerian political economy which dictates the basis of fiscal and monetary policies, macroeconomic management, regulation and deregulation. The concept of globalisation and business practices

**BUAD 824: Human Resource Management****3 Credits**

Topics to be covered should include the scope, nature, methods and principles of organizational human resources management. The course could provide an overview of strategies and management practices in manpower planning techniques; Staffing; human resource training and development; performance management and systems design; Compensation designs and reward management; Career planning and employee welfare; Line and staff functions as well as the relationship between personnel department and other departments. Review of current principles and practices of human resources management in the Nigerian and global context.

**BUAD 804: Corporate Finance****3 Credits**

The principles and procedures underlying financial statements; financial transactions; alternative accounting statements; tools or analysis of ratios and other quantitative measures; accounting information useful for managerial action; application of information in decision situations. Project Appraisal analysis of investment projects, the impact of risk, tax and inflation, the term structure of interest rates, the cost of capital and target rates of return; capital markets - its efficiency, the role of intermediaries, sources of finance, the borrowing decision and company valuation and optimal portfolio allocation; Capital structure - optimal capital structure of firms, mergers and acquisitions and the market for corporate control, market efficiency, the principle of capital structure, gearing and the basics of hedging and international finance.

**BUAD 828 Marketing Management & Strategy (MMS)****3 Credit**

Perspectives and problems of marketing management in a multi-product firm; the concept and application of strategic planning to business units and functional areas of marketing, utilization of current marketing strategy models as aids in strategy formulation, decision processes for product planning, pricing, promotion, distribution and competitive strategy.

**BUAD 837: Quantitative Methods for Management (QMM)****3 Credits**

Basic elements of decision making under conditions of uncertainty, set theory; probability theory; classical statistics and statistical decision theory; Linear programming, primal and dual simplex algorithm, transportation and network Analysis Concepts of queuing theory, games, Statistical Inference and Hypothesis testing, Time series.

**BUAD 826: Research Methodology****3 Credits**

Introduction to Research Methodology; Research in Social Sciences; Research in Physical and Natural Sciences; Problems of Research in Developing countries; Common errors in Research; Research in Practice: (a) Problem identification; (b) Literature review; (c) Materials and Methods (Methodology) (d) Results (Data Analysis); (e) Discussions; (f) Summary, Conclusions; Recommendations; and Report Writing.

**BUAD 836: Business Policy and Strategy (CS)****3 Credits**

Overview of corporate business policy, concept of social responsibility, building continuing, exchange flows with resources suppliers, designing an internal conversion technology, integrating and balancing the external and internal flows, central management: integrated, timely action, need for analytical framework, marketing policy: introduction, product line, customer policy, marketing mix policy, sales appeals, sales promotion, financial policy; regulating investment in fixed assets; policy restraints on current assets; profits, distribution of earnings, financial instruments, financial structure, human resource analysis; human resource audit, analysis of organizational culture, analysis of politics, power and strategic change, production policy; introduction; vertical integration, production processes, capacity, maintenance and replacement. Conceptual frameworks and models for the analysis of competitive situation and strategic dilemmas; Insight into strategic management; Analyses of external competitive environment, industry structure, value chain dynamics etc.

**BUAD 832: Entrepreneurship****3 Credits**

Concept and objectives. Objective is to impact knowledge and skills required to start new businesses. Analysis of Personal Efficacy and Self-Awareness. Personal Characteristics of Entrepreneurs. Identification of Ideas and Venture Capital Opportunities. Sources and Availability of Resources; Finance; Technology; Manpower Appropriate Technology; Government Regulations; National and International Regulatory and Support Environment; Marketing Plan, Policy and strategy; Accounting and keeping Accounts; Financial Statements; Feasibility studies and Project Evaluation; Students' Business Plan.

**Synopses of Banking and Finance Courses:****BUAD 829: Monetary Policy and Policy****3 Credits**

Brief history of money and banking; Different types of Monetary standards in the development of banking, Theories of banking, capital, capital adequacy, base money, theories of money; Types of banks, various definitions of money supply and their determinants, banking laws and regulations.

**BUAD 810: Investment and Project Analysis****3 Credits**

Evaluation of Securities; Efficiency and Technical Analysis, Ratio analysis, Profit planning, Definitions of Capital projects, Capital budgeting Techniques, Applications of Linear Programming in Capital project, Feasibility studies: Project Conceptualization, design, market, Technical Economic analysis.

**BUAD 811: Financial System and Bank Management****3 Credits**

Structure of Financial Statements, Analysis of bank performance, Capital Structure and Policy, Asset and liability management, Risk management, liquidity policies and management, Credit Policies and loan portfolio Management, Interest rates theories and bank solvency; Banking Regulation and regulators.

**BUAD 812: Analysis for Business Decisions****3 Credits**

Asset Pricing and Management; Financial and Capital structure theories; Cost of Capital, Dividend Policy; Advanced Capital Budgeting; Mergers and Acquisition; Financial Planning and Strategy; Sources of Finance; Leasing, Venture Capital; Working Capital Management; Financial Performance Measurement

**BUAD 827: Financial Markets and Economic Development****3 Credits**

Money Markets, capital markets, Foreign Exchange markets, interbank market; Financial Institutions, Banks, Investment companies. The Stock Exchange, the stock Exchange & economy, Pricing securities at the Stock Exchange; Primary & Secondary issues, Securities Analysis; Financial instruments, Bonds, Treasury bills, Commercial papers, Bankers; acceptances; Theories of Portfolio management, CAPM, APT, Options, Portfolio performance, Nigerian capital Market in a global economy.



**BUAD 845: Portfolio Theory and Capital Market Analysis****3 Credits**

Review of fundamental concepts of investment; types and classifications of investment, utility analysis of investment choice: the utility theory; the axiomatic basis of expected utility; risk – uncertainty and return; risk aversion and investment behaviour capital market theory: nature and functions of the capital market; the capital market theory; assumptions underlying the capital market theory; the capital asset pricing model (CAPM); the separation theorem; the arbitrage pricing theory (APT); the capital market in Nigeria, portfolio theory and capital market analysis: portfolio risk and return; selecting the “best portfolio, common stock analysis: stock market efficiency; efficient pricing and security screening; the efficient market hypothesis. corporate debt capacity and the strategy for financial mobility, theoretical and empirical developments in portfolio analysis and capital markets, especially in Nigerian capital markets, implementation of the Markowitz and sharp portfolio models, developments and implications of the CAPM, review and evaluation of significant literature in security analysis, financial ratios and the prediction of corporate bankruptcy, interaction of finance with other corporate functions.

**BUAD 847: Management of Financial Institutions****3 Credits**

The development of an understanding of the operations and management of financial institutions is essential to the acquisition of knowledge of the institutional framework for financing economic activities and to analyse the effects of changes in the commercial banking environment on corporate financing decisions both of which are fundamental elements of banking, finance and risk management. The central concerns are the issues relevant to the management of commercial banks and other financial institutions and how do changes and innovations in the banking environment impact upon the structure of financial institutions and the manner in which policy formulation and implementation takes place within and between such organisations This subject through an analysis of the application of modern banking and finance theory to the process of the management of financial institutions adopts a strategic approach to areas of financial management, valuation, performance and cost analysis, innovations and technology, asset-liability management and strategic planning. An understanding of the application of modern banking and finance theory to the process of management of commercial banking organisations is fundamental to the development of a strategic approach to banking operations management and hence central to any study of banking, finance and risk management.

**Synopses of Human Resource Management Courses:****BUAD 843: Managerial Problem Solving****3 Credits**

The practical study of managerial work; Examines communication skills and offers the opportunity for assessment and feedback. Organizational context, team building and case work.

**BUAD 813: Organisational Conflict and Industrial Relations** **3 Credits**

Theories of industrial relations and the industrial relations system. Trade unionism and employers' associations. Labour-management relations at the organisational and industry level. The role of government in industrial relations. Strikes and trade dispute settlement procedures and collective bargaining in the public and private sectors of the Nigerian economy. The Nigerian Labour Law.

**BUAD 814: Personnel Performance, Evaluation and Management** **3 Credits**

Elements of manpower planning and internal labour markets; validation procedures for determining the potential job effectiveness and individuals, description and validity of selection instruments such as tests, interviews and biographical data, measuring performance, turnover and absenteeism and the process of performance appraisal.

**BUAD 816: Theory and Administration of Compensation** **3 Credits**

Examination of the determinants of wage levels, wage structures and individual wages; analysis of the impact of wages on work attitude and performance in organizations.

**BUAD 831: Organizational Design** **3 Credits**

This course takes an in-depth study of organisational processes and structures. The following are the primary objectives: (a) To develop an understanding of theories or approaches to the design of organizations where design is defined primarily in terms of structure and requisite processes of coordination and information processing; (b) To develop a sensitivity to and awareness of the "realities" of organizations; (c) To understand how organizational planning and design decisions are interdependent and critical to the successful implementation of strategic and short-term aims of the organization.

**BUAD 841: Advanced Organizational Behaviour** **3 Credits**

This course provides up-to-date information on the behaviour of individuals and groups in any organization. Topics covered include individuals and group behaviour, motivation, organisation theory, work design and control. Other topics include leadership style, group decision-making, organizational socialization, power and influence, group dynamics, communication and conflict management.

**Synopses of Marketing Courses**

**BUAD 815: Marketing Thought** **3 Credits**

This course interfaces classic marketing literature with contemporary marketing issues and thought as expressed by economists, marketers, educators, consumers and consumer advocates. The course examines and evaluates the historical views of marketing its domain and roles in the development process against contemporary views as well as practical marketing problems of developing countries. Factors militating against the development of efficient and effective marketing systems are developing countries and possible solutions.

**BUAD 833: Advertising Management (AM)****3 Credits**

Models of how advertising affects sales from the viewpoint of both economics and the behavioural sciences; how these models can be used by the advertising manager to make decisions regarding advertising budgets, copy design and medial selection.

**BUAD 818: Product Development and Pricing****3 Credits**

Issues involved in the development and introduction of new products and the management of existing products; positioning, screening; concept testing and development of new products; simulations; pre-test market models; product rollout; diffusion of innovations; product life cycle and branding strategies.

Pricing - quality issues; dealing policies; multi-plant pricing; peak load pricing; franchising; resale price maintenance, competitive bidding; new product pricing; product line pricing and the marketing mix.

**BUAD 820: Consumer Behaviour (CB)****3 Credits**

Basic factors influencing consumer behaviour, with emphasis on managerial use of consumer decision making models; Buyers behaviour modelling from both economics and behavioural sciences; Consumer information processing, stochastic brand device models; Risk taking and market segmentation.

**BUAD 853: Marketing Research (MR)****3 Credits**

The role of marketing information in decision making; cost and value of gathering information; design of measuring instruments; a type of marketing research problems; data analysis of both a univariate and multivariate nature (hypothesis testing, cross classifications, regression analysis)

**BUAD 838: Industrial Marketing (IM)****3 Credits**

Marketing problems unique to the industrial marketing; Management of the sales force and optimal allocation across product lines, customers and sales territories; industrial consumer; pricing advertising in an industrial setting.

**BUAD 857: International Marketing (IM)****3 Credits**

Students explore international strategies, special goals, decision – making process across several countries and selection of entry strategies for foreign markets. Comparative marketing arrangements are examined. Covers factors, which need to be recognized by international marketing managers in analysing markets covering foreign operations, and in assessing economic, cultural and political aspects of international markets.

## **Synopses for Hajj Operations Management Specialisation Courses**

### **BUAD 860: Hajj Rites and Procedure**

**3 Credits**

Hajj as one of the five pillars of Islam comprise of series of activities. This course reviews the various locations and actions associated with Hajj.

You would specifically review advice for those about to do Hajj, Assuming Ihram, The Meeqaats, Hajj ut-tamattu, Prayer in Wadee ul-Aqeeq, Talbeeyah, Ghusl for entering Makka, Tawwaf of Qudoom (arrival), Itizaam between the corner and the door, Sa'ee between Safa and Marwa, Ihlaal (calling aloud with talbeeyah) for Hajj on yaum ut tarwiiyyah, proceeding to Arafah, Fajr prayer in Muzdalifah, The Stoning, The Sacrifice, Staying overnight in Mina as well as the farewell Tawaaf (tawaaf alwadaa')

### **BUAD 861: Introduction to Tourism Contract**

**3 Credits**

Contractual issues in Hajj shall be covered in this course. This shall include in the main, contractual arrangements on flight, accommodation and logistics with various individuals, organisations and occasionally even governments.

### **BUAD 862 (I): Hajj Administration and Structure I (Nigeria)**

**3 Credits**

Hajj administration in Nigeria comprises of largely governmental agencies such as NAHCOM and state pilgrim boards but numerous private operators also play a role in this exercise.

The course shall review the status, mandate and activities of NAHCOM, State Pilgrim Boards as well as representative private operators.

### **BUAD 863: Introduction to International Relations**

**3 Credits**

In its simplest concept, international relations are the study of political, economic, social, religious, military, cultural and educational interaction among sovereign states. It is the behaviour of these actors as they participate individually and together in international processes.

The course shall discuss the scope and nature of international system, War and the causes of war

International law, International Organisations and Diplomacy.

### **BUAD 864: Saudi Arabia (Geography, People & Cultures)**

**3 Credits**

As the custodian of Hajj, you are expected to be very conversant with Saudi Arabia. The course shall review the geographic location of Saudi Arabia, population dynamics, social life, norms and values of Saudi citizens and residents.

### **BUAD 862 (II): Hajj Administration and Structure 2 (Saudi Arabia)**

**3 Credits**

Hajj administration in Saudi Arabia is essentially the jurisdiction of the Ministry of Hajj Affairs.

It is saddled with the responsibility to ensuring the smooth conduct of Hajj. It specifically is involved with determining quotas, entry requirements, logistics, security and other activities associated with the Hajj.

**BUAD 865: Tourism Operations Management****3 Credits**

This course reviews various managerial activities around the tourism industry. Specifically, it reviews the administration and management of tourism, relationship between line staff and management staff, the role of communication in tourism, the role of motivation in management, the role of management leadership in tourism industry, the role of management planning, decision making in management, the nature of management policies and strategies as well as the importance of control in tourism.

**BUAD 866: Comparative Hajj Administration and Structure (United Kingdom and Malaysia)****3 Credits**

Whereas the model of Hajj in the programme is essentially Nigerian, a comparison with varied systems as practiced in the UK where the government hardly plays any role, to the Malaysian model where a well organised private sector participation coordinates most of the hajj activities.

**BUAD 867: Other Religious Pilgrimages****3 Credits**

Nature, organisation and conduct of pilgrimages in Christianity, Buddhism, Hindu and some Islamic sects such as the Tijjaniya and Shiites shall be studied. Locations of these pilgrimages, their significance and the rites involved shall be reviewed.

**BUAD 868: Management of Emergencies****3 Credits**

It aims to provide you with an understanding of what emergencies are; the inevitability of emergency situation in human life; the various terminologies and concepts in emergency discourse; the history of emergencies/disaster managements, the Nigerian experience; the challenges and what can be done in situation of emergencies

Specifically, you would be reviewing Principles of Emergency Management, Basic classification of emergencies, Hydrological-induced Emergencies, Geological-induced Emergencies, Biological-induced emergencies as well as Technological-induced emergencies

**BUAD 869: Introduction to Sociology****3 Credits**

This course is designed to introduce students to the sociological study of the society. It focuses on the systematic understanding of social interaction, social organization, social institutions and social change.