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| **Weeks** | **Course Contents** | **Reference Chapter(s)** | **CLOs** |
| 0.5 | Productivity | 1\* | 1 |
| 0.5 | Definition and Scope of Motion and Time Study | 2\* | 1 |
| 1 | History of Motion and Time Study | 3\* | 1 |
| 1 | Process Analysis | 7\* | 2 |
| 1 | Activity Charts | 8\* | 2 |
| 0.5 | Operation Analysis | 9\* | 2 |
| 0.5 | Micromotion Study | 10\* | 2 |
| 1 | Fundamental Hand Motions | 11, 14\* | 2 |
| 1 | Principles of Motion Economy | 15,16,17\* | 2 |
|  | **Mid Term** |  |  |
| 1 | Time Study | 10\*\* | 3 |
| 2 | Performance rating and allowance | 11\*\* | 3 |
| 2 | Standard Data | 12\*\* | 3 |
| 1 | Predetermined Time Systems | 13\*\* | 3 |
| 1 | Work Sampling | 14\*\* | 3 |

**COURSE OUTLINE FOR WORK STUDY AND METHOD ENGINEERING**