

Shiksha Mandal's

G. S. College of Commerce & Economics, Nagpur

NAAC Accredited "A" Grade Autonomous Institution



**Revised Syllabus for the
Course of
BACHELOR OF COMMERCE
(HONOURS)**

w.e.f. 2022-2023

BACHELOR OF COMMERCE (HONOURS) [B.COM. (H)]	
A	PROGRAMME OUTCOMES
	After completing three years of B.Com. (Honours) programme, students are expected to
PO-1	Gain fundamental as well as advance knowledge of all the key and broad concepts in the Faculty of Commerce in general and the main domains like Advanced Accountancy, Statistics, Business Law, Corporate Law and Secretarial Practice, Business Management and Administration, Economics, Marketing Management, Human Resource Management, Information Technology in Commerce and Business Communication in particular through various core and elective courses.
PO-2	Gain advanced knowledge with international component in key area of finance in addition to the knowledge of financial laws.
PO-3	Gain hands-on experience of corporate world through mandatory internship programme in corporate offices and Industry/Industrial visits and a project work thereupon.
PO-4	Get initiated and trained in business research methodology at UG level itself to identify, research, and solve business problems and arrive at business solutions through live projects and case studies.
PO-5	Acquire and develop basic and advance skills like communication, problem-solving, decision-making etc. required of a Commerce Graduate in order to develop himself as a professional in different fields of Commerce & Industry through internships and live projects and develop their employability skills through skill foundation courses including value-addition courses.
PO-6	Be equipped with analytical, logical and managerial skills along with technical aspects to resolve real world issues and inculcate entrepreneurial skills so as to provide themselves with self-employment opportunities through start-up and new venture management.
PO-7	Be capable of self-employment by virtue of a course in entrepreneurship development and simulate the knowledge and their ideas in real world situations through internships and project.
PO-8	Be able to develop ability so as to identify business problems by using quantitative methods to isolate its components, analyze the issues, set appropriate criteria for decision making, and draw appropriate conclusions and implications for proposed solutions.
PO-9	Be competent with an extra edge to serve in various industries and sectors especially banking and insurance sectors, finance companies, logistical services etc. in various positions viz. managers, marketing personnel, accounts manager, tax consultants, stock agents etc.
PO-10	Have a solid foundation to build a larger corpus of knowledge through higher studies including post-graduation and research not only in the field of Commerce Faculty but also in other areas owing to the inter-disciplinary approach and study of Open and Generic Electives.
PO-11	Have strong curricular and extra-curricular background owing to higher difficulty level and higher passing marks, additional credit framework etc. to withstand the challenges of competitive job market and be a natural choice for prospective employers.
B	PROGRAMME SPECIFIC OUTCOMES
	After completing three years of B.Com. (Honours) programme, students would
PSO-1	Have proficiency in the basic and advance knowledge of core Commerce subjects of Accountancy, Business Finance, Business Environment, Business Economics, Business Management, Business Laws, Financial Laws, Taxation, Indian Financial Systems, Strategic Management etc.
PSO-2	Be able to develop their business research acumen so as to carry out research in order to solve complex real-world business problems and find out effective solutions
PSO-3	Have proficiency in various Discipline-specific, Generic Electives of their choices and interests.
PSO-4	Have specialized knowledge of various branches of accounting viz. Financial Accounting, Management Accounting, Cost Accounting, Corporate Accounting etc., International Finance, Auditing and Corporate Governance.

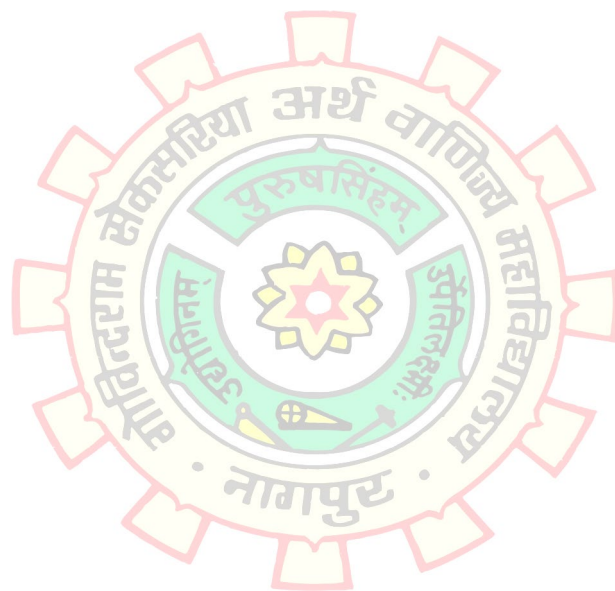
PSO-5	Have specialized knowledge of Financial Laws, Business Finance and Financial Management, Security Analysis and Portfolio Management, Organizational Behaviour and currently emerging domains in industry such as Brand Management, E-commerce etc.
PSO-6	Have proficiency in both Direct and Indirect Taxes with special emphasis on GST and Customs Laws.
PSO-7	Have exposure to Gandhian Economics, Econometrics, Intellectual Property Rights, Cyber Laws, Constitution of India, Public Administration etc. through open electives leading to holistic development through an interdisciplinary approach.
PSO-8	Be capable of providing effective solutions to various business problems with the help of experience developed from internships and active participation in live business projects.
PSO-9	Be able to apply Computer Application and data analytical skills in business decision-making.
PSO-10	Be acquainted with business ethics and corporate culture and corporate governance.
PSO-11	Be familiar with the corporate culture through mandatory internships and be adept in finding solutions to business issues through project work on the basis of internships/industrial visits or live projects.

C COURSE CONTENTS		
	Course	Outcome
1.	English Language Skills	Students will be able to develop competence and proficiency in English through study of relevant and motivating prose texts, Business Communication and Correspondence skills, Grammar skills and Vocabulary.
2.	Fundamental of Accounting Standards	Student will be able to understand accounting standards, national and international accounting authorities and procedure for adoption of international financial reporting standards and working knowledge of Accounting Standards
3.	Financial Accounting	Students will be able to understand the fundamentals of Accounting and the process of preparation of accounts as per the need of business organization.
4.	Economics	Students will be able to relate the concepts and theories of economics with the real world and its practical application in business.
5.	Principles of Business Management	Students will be able to understand the concepts related to Business and demonstrate the roles, skills and functions of management.
6.	Business Mathematics and Statistics	Students will be able to get detailed understanding of various aspects of data collection and tabulation, learn application of measures of central tendency and get acquainted with the practical application of index number and to understand practical applications of business mathematics
7.	Business Environment	Students will be aware of business and business environment and develop the skills for analysis of business environment.
8.	Indian Financial System	Students will be able to understand the concept of money markets, capital markets and various instruments of money and capital markets, the instruments of global capital markets, financial markets and the meaning and working of derivative market in India.
9.	Business Ethics and Corporate Culture	Students will be able to understand the concept of ethics in business and their importance and to develop acceptable attitudes and viewpoints with respect to business ethics and social responsibility.
10.	Cost Accounting	Students will be able to understand the fundamentals of Cost Accounting and the process of preparation of cost accounts and statement to arrive at cost of product as well as to know the amount of profit.
11.	Company Law and Secretarial Practice	Students will be able to understand the process of formation and incorporation of company in India; the framework of Memorandum of

		Association and Article of Association and Prospectus. Also learn about the concept of Share Capital, Shareholders, Members, Role of a Managing Director and meetings of companies.
12.	Indian Economic Planning	Students will be able to understand the overview of Indian Economy, the role of Agriculture in Indian Economy and the role and contribution of Industries in development of Indian Economy.
13.	Human Resource Management	Students would be able to build understanding about aspects of managing Human Resources in an organization.
14.	Marketing Management	Students will be able to demonstrate effective understanding of relevant functional areas of marketing management and its application.
15.	Computer Application in Business	Students will be able to use of MS Word, MS Power point and MS Excel Software in business, computerized accounting with the Tally accounting software, E-filing procedures of Direct Taxes and E-compliances of Indirect Taxes.
16.	Management Accounting	Students will be able to understand the fundamentals of Management Accounting and practical knowledge about the various tools of management accounting for taking managerial decisions.
17.	Business Law	Students will be able to demonstrate an understanding of Legal Environment of Business in Indian scenario, apply basic legal knowledge to business transactions and communicate effectively using standard business and legal terminology.
18.	Entrepreneurship Development	Students will be able to understand historical evolution of entrepreneurship, various entrepreneurship trends, procedures of opportunity scouting and idea generation, the concept, need, problems of Rural entrepreneurship and measures to develop the same.
19.	Business Finance	Students will be able to understand various types of financing, analyzing capital budgeting projects and make investment decisions, concepts of working capital management and Mutual Funds.
20.	Strategic Management	Students will be able to understand and explore various perspectives and concepts in the field of Strategic Management and develop skills for applying these concepts to find solutions to business problems.
21.	Environmental Studies	Students will be able to understand the concept of Ecosystems and Environment, the concept of biodiversity and its conservation and environmental pollution.
22.	Corporate Accounting	Students will be able to understand the process of preparation of various companies' accounts and accounts as per the need of company.
23.	Direct Taxes	Students would be able to understand the provisions of Income Tax Act 1961 as amended from time to time, procedure to compute total income under the heads of income, the various deductions to be made from gross total income of an Individual Assessee and to compute Taxable Income and Tax Liability of an Individual Assessee as per the provisions of Income Tax Act, 1961
24.	Financial Market, Institution and Services	Students will be able to understand operation of Financial Markets, Role of SEBI and Functioning of Financial Institutions in India.
25.	Financial Management	Students will be able to develop the ability to take decisions and plan, execute and control financial strategies towards attainment of organizational goals.

26.	Security Analysis and Portfolio Management	Students will be able to understand risk and return analysis, share valuation and portfolio management through application of Various Models.
27.	Organization Behaviour	Students will be able to understand personality and attitudes effects of stress and concept of organizational development.
28.	E-Commerce	Students will be able to understand concepts of E-Commerce & E-Business, basic requirements of E-Commerce and use of digital payment systems.
29.	Production Management	Students would be able to understand the dynamics of Production Management in an organization.
30.	Environmental Studies	Students will be able to understand the concept of Ecosystems and Environment, the concept of biodiversity and its conservation and environmental pollution.
31.	Indian Banking and Insurance System	Students will be able to understand the principles of borrowing and lending, Internet banking and concepts of insurance.
32.	Public Finance and Taxation	Students will be able to have conceptual clarity of public expenditure and revenue theories. They will be able to apply the principle of optimal taxation in analysing various tax policies. Demonstrate administrative, political, and economic constraints to public finance reforms and develop budgeting and performance evaluation systems for public sector institutions.
33.	Econometrics	Students would be able to develop clarity on application of statistical techniques to analyses and solve economic issues. Students would build an attitude towards the applicability of statistical techniques to various economic issues to evolve with a concrete solution.
34.	Start-up and New Venture Management	Students will be able to get an overview of competences needed to become an entrepreneur. This will also develop spirit of entrepreneurship among the students.
35.	International Finance	Students will be able to understand the overview of international financial environment and international financial transactions, foreign exchange market and its participants and international monetary standards: Gold standards, overview of trading in foreign Exchange.
36.	Auditing and Corporate Governance	Students will be able to understand mechanisms of Corporate Governance, role of Board of Directors in Corporate Governance and corporate Governance in Indian context.
37.	Indirect Taxes	Students will be able to understand concept of Indirect Taxes and GST, laws of Customs and Foreign Trade Policy
38.	Business Research Methodology	Students will be able to learn about fundamentals of conducting a good research and to learn how to write and present a good Research Report and Research Project.
39.	Financial Laws	Students will be able to understand various provisions of laws related to financial and money market instruments.
40.	Brand Management	Students will able to understand basics of brand management, key brand related terminology and important framework and principles of branding.
41.	GST and Custom	Students will be able to understand the concept of charge and levy of Goods and Service Tax, the concept of supply and computation of tax liability of Goods and Service Tax and the concepts of custom duty, import and export of goods
42.	Service Sector Management	Students will be able to understand the various concepts in the field of service sector management related to services like Banking, Finance, Insurance,

		Hospitality, Health care, etc. and the ability to develop the skills for applying these concepts for better management.
43.	Gandhian Economics	Students would be acquainted with the understanding about the various aspects of socio-economic principles of Gandhian ideology related to Economics and the implications of Gandhian Economics with respect to Indian Economy.
44.	Introduction to Public Administration	Students will be able to understand functioning of Public Administrative Authorities, Concept of Democratic Governance and functioning of Parliament.
45.	Intellectual Property Rights	Student will be able to understand the concept of Intellectual Property Rights, functioning of Patents and concepts of Copyright and Trademarks
46.	Cyber Laws	Students will be able to demonstrate a critical understanding of the Cyber Laws with respect to Indian Information Technology Act 2008.
47.	Internship/Live Project/ Case Studies	Students will gain valuable work experience during internships/ Industry based live projects. This will pave way for self- empowerment through skill building and hands-on-training culminating in a scholarly Research Project/Case Study.



SEMESTER I

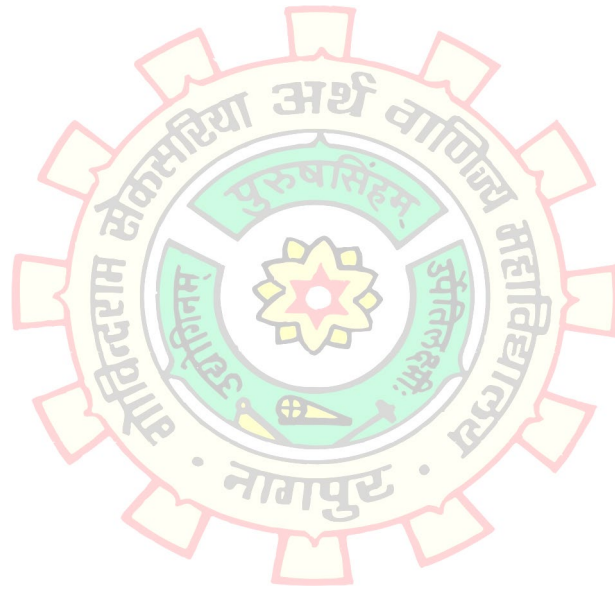
English Language Skills (BCHL 1.E)

Teaching Hours: 4	Total Credits: 4	Total Marks: 80	Group: Language
Objectives: <ol style="list-style-type: none"> 1) Introducing great Entrepreneurs 2) Developing Communication Skills 3) Developing Grammar and Vocabulary Components 			
Learning Outcomes: <p>Unit I - The objective of implementing great entrepreneurs would be achieved by introducing 6 best entrepreneurs of the world. The biographical sketches of the entrepreneurs from the book- 'Modern Trailblazers' was very interesting and motivating for the students, especially of commerce background. The objective was to make the students aware of the qualities like enterprising attitude, hard work, integrity, creativity etc. needed for a great entrepreneur. The BoS approved the text and the students too loved it.</p> <p>Unit II- The objective of Developing Communication Skills was achieved by introducing the students to basic communication theory, methods of communication etc. The students appreciated the knowledge of basic skills of communication</p> <p>Unit III- The objective for introducing Grammar was to enhance the skills of Language learning, which was achieved by implementing grammar concepts.</p> <p>Unit IV – The objective of implementing Vocabulary was to enhance language skills of students.</p>			
Unit	Content		
I	Great Entrepreneurs Akio Morita, Dhirubhai Ambani, Mallika Srinivasan, Rahul Bajaj, Ratan Tata, Priya Paul		
II	Communication: <ul style="list-style-type: none"> • Definition, importance, nature, scope • Elements of the Communication Process- Sender, Channel, Message, Receiver and Feedback • Methods of Communication- Verbal & Non-Verbal • Types of Communication- Formal and Informal, Dyadic & Group, Electronic & Print • Directions of Communication- Vertical, Horizontal, Diagonal • Barriers to effective communication • Communication Networks 		
III	Grammar <ul style="list-style-type: none"> • Parts of Speech • Types of Sentences • Tenses • Transformation of Sentences- Interrogative-Assertive; Affirmative-Negative; Exclamatory-Assertive Question tag; Inter-change of Degree etc. 		
IV	Vocabulary <ul style="list-style-type: none"> • Formation of words: Primary words, compound words, primary derivatives, secondary derivatives (Pre-fixes/suffixes) • Formation of nouns from verbs/adjectives; adjectives from nouns/verbs 		
Books Recommended:			
<ol style="list-style-type: none"> 1. Unit I – Prescribed Text-Book - 'Modern Trailblazers' Eds- A. Dhote & H. Dhote, Published by- Orient Blackswan. 2. Unit II - Developing Communication Skills – Krishna Mohan & Meera Banerji (Macmillan), R. C. Sharma & Krishna Mohan 3. Unit III -High School English Grammar & Composition– Wren & Martin Revised & Edited by N.D.V. Prasada Rao (S. Chand) 4. Unit IV -English Vocabulary in Use- Michael McCarthy & Felicity O'Dell, English Vocabulary- N.D.V. Prasada Rao 5. Unit IV- Macmillan Foundation English, R. K. Dwivedi, Macmillan Publisher. 			

SEMESTER I

Fundamentals of Accounting Standards (BCHC 1.1)			
Teaching Hours: 4	Total Credits: 4	Total Marks: 80	Group: Core
Objectives:			
<ol style="list-style-type: none"> 1. To enable students to understand the concept of Accounting Standards 2. To expose the student to International Accounting Framework 			
Learning Outcomes:			
After learning this subject, the student will be able to understand:			
<ol style="list-style-type: none"> 1. The general knowledge of framing accounting standards, national and international accounting authorities and procedure for adoption of international financial reporting standards and working knowledge of Accounting Standards AS 1, AS 2 and AS 16 2. Working knowledge of AS 5, AS 9, AS 10, AS 26. 3. Working knowledge of AS 4, AS 29, AS 13, AS 20 4. Working knowledge of AS 11, AS 12, Concept IFRS and Ind AS, Concept of Convergence, Process of Convergence of IFRS in India. 			
Unit	Content		
I	<p>Theory: Introduction to Accounting Standards: - Objective of Accounting Standards; Compliance with AS; Advantages and Disadvantages of AS; AS and the Auditors; AS and Board's Report; Procedure for issuing AS by ICAI; Scope of AS; Applicability of AS to Non Corporate Entities; Applicability of AS to Co-operative Societies; Applicability of AS to Charitable Entities; Applicability of AS to Partnership and Proprietorship; Applicability of AS to Companies.</p> <p>Accounting Standards: AS-1: Disclosure of Accounting Policies</p> <p>Practical Problems: AS-2: Valuation of Inventories AS-16: Borrowing Costs</p>		
II	<p>Theory: AS-5: Net Profit or Loss for the period, Prior Period Items and Changes in Accounting Policies. AS-9: Revenue Recognition</p> <p>Practical Problems: AS-10: Property, Plant & Equipment AS-26: Intangible Assets</p>		
III	<p>Theory: AS-4: Contingencies and Events occurring after the balance sheet date AS-29: Provisions, Contingent Liabilities and Contingent Assets</p> <p>Practical Problems: AS-13: Accounting for Investments AS-20: Earnings Per Share</p>		
IV	<p>Theory: Concept of IFRS, Need & Scope of IFRS, Introduction to Ind AS, Ind AS vs IFRS, Convergence vs adoption; Process of Convergence of IFRS in India; Understand the objectives and concepts of carve outs/carve ins of implementation of IFRS.</p> <p>Practical Problems: AS-11: The effects of changes in foreign exchange rates AS-12: Accounting for Government Grants</p>		
Books Recommended:			
<ol style="list-style-type: none"> 1. Financial Accounting, Paul, S. K, New Central Book Agency. 2. Financial Accounting For Managers, Ghosh, T. P., Taxman Allied Service. 3. Financial Accounting, Dr. V.K. Goyal, Excel Books Publication. 4. Financial Accounting, Jain S.P., Narang K.L., Kalyani Publishers, Delhi. 			

5. **Financial Accounting**, Grewal, Shukla, S. Chand (Sultan Chand Publications), Delhi
6. **Accounting Standards**, D. G. Sharma, Taxmann Publications.
7. **Students Guide to Accounting Standards, Ind AS and IFR**, D. S. Rawat, Taxmann Publication.
8. ICAI Guidance Notes on Ind AS
9. **Guide to IFRS**, Becker Publication, UK.



SEMESTER I

Financial Accounting – I (BCHC 1.2)			
Teaching Hours: 4	Total Credits: 4	Total Marks: 80	Group: Core
Objectives:			
<ol style="list-style-type: none"> 1. To provide knowledge on the fundamentals of financial accounting. 2. To expose the student to various financial transaction and its current application. 			
Learning Outcomes:			
After learning this subject student will be able to prepare the journal, ledger and trial balance. Students will also know about the procedure of preparation of final accounts of sole trader. They will also understand the procedure to rectify the errors of cash book balance and bank passbook. Students will also learn the concept of depreciation and various methods of calculation.			
Unit	Content		
I	Basics of Accounting: Theory: Meaning and Definition of Accounting, Users of accounting information, Scope, Objective, Need, Limitations of accounting and Principles, Concepts and Conventions of accounting Practical Problems: Preparation of Journal, Ledger and Trial Balance		
II	Final Accounts of Sole Traders: Theory: Meaning of Final Account, Characteristics and Format of Trading A/c, Profit and Loss A/c and Balance Sheet, Meaning and nature of Adjustment. Practical Problems: Preparation of Trading A/c, Profit and Loss A/c and Balance sheet from Trail balance and Adjustments		
III	Bank Reconciliation Statements Theory: Meaning of BRS, Importance of BRS, Causes of differences, Procedure of BRS Practical Problems: Preparation of Bank Reconciliation Statement		
IV	Depreciation: Theory: Meaning of Depreciation, Nature, Characteristics and Advantages of Depreciation, Need of Depreciation, Various Methods of charging Depreciation (i) Straight line method (ii) Reducing balance method (iii) Annuity method (iv) Depreciation fund method (v) Depreciation fund insurance policy method. Practical Problems: Preparation of Depreciation A/c, Machinery A/c under: (i) Straight line method (ii) Reducing balance method (iii) Annuity method (iv) Depreciation fund method (v) Depreciation fund insurance policy method.		
Books Recommended:			
<ol style="list-style-type: none"> 1. Financial Accounting, Paul, S. K, New Central Book Agency. 2. Financial Accounting for Managers, Ghosh, T. P. Taxman Allied Service. 3. Financial Accounting, Dr. V. K. Goyal, Published by Excel Books. 4. Financial Accounting, Jain S.P., Narang K.L., Kalyani Publishers, Delhi. 5. Financial Accounting, Grewal, Shukla, S. Chand (Sultan Chand Publications), Delhi 6. Accounting Standards, D. G. Sharma, Taxmann Publications. 7. Students Guide to Accounting Standards, Ind AS and IFRS, D. S. Rawat, Taxmann Publication. 8. ICAI Guidance Notes on Ind AS 9. Guide to IFRS, Becker Publication, UK 			

SEMESTER I

Business Economics (BCHC 1.3)

Teaching Hours: 4

Total Credits: 4

Total Marks: 80

Group: Core

Objectives:

1. To provide the students an understanding of basic concepts of business economics.
2. By the end of the Semester, students will be able to analyse and predict consumption and production behaviour.

Learning Outcomes:

Students would be able to relate the concepts and theories of economics with real world and its practical application in business.

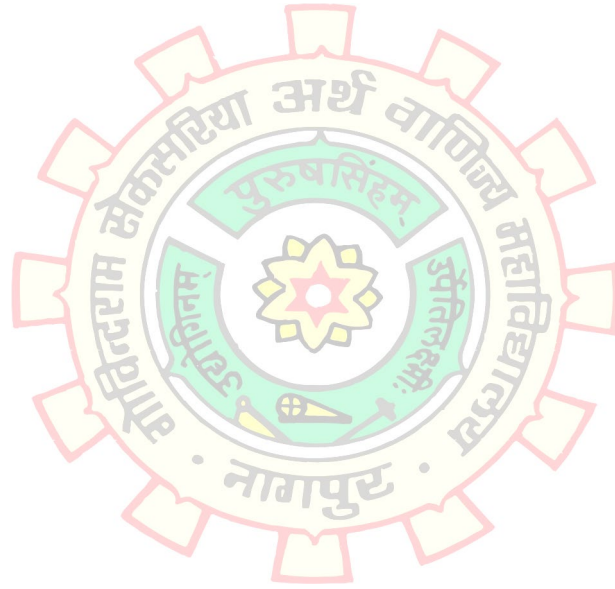
By the end of the Semester, students will be able to analyze and predict consumption and production behaviour.

Unit	Content
I	<p>Foundations of Business Economics</p> <ul style="list-style-type: none"> • Basics of Economics - Meaning, Nature and Methodology of Economics - Deductive and Inductive method - Meaning, Merits, Demerits • Micro & Macro Economic Analysis - Meaning, Merits, Demerits • Central Problems of Economic System; Production Possibility Curve - Meaning, Properties • Utility Analysis - Meaning and Features of Utility, Law of Diminishing Marginal Utility and Law of Equi Marginal Utility • Digital Economy - Meaning, Advantages, Problems; Web 3.0 - Meaning, Features and Benefits
II	<p>Demand & Supply Analysis</p> <ul style="list-style-type: none"> • Demand - Meaning of Demand, Determinants of Demand, Law of Demand, Expansion and Contraction of Demand, Increase and Decrease of Demand • Elasticity of Demand - Concept, Methods, Types of Elasticity of Demand, Degrees of Price Elasticity of Demand, Factors affecting Elasticity of Demand • Demand Forecasting - Meaning, Importance & Techniques. • Indifference curve - Meaning, Properties, Budget Line, Consumer's Equilibrium • Supply - Introduction to Supply, Law of Supply
III	<p>Theory of Production & Cost</p> <ul style="list-style-type: none"> • Production Function - Meaning of Production Function, Short Run & Long Run Production Function, Cobb Douglas Function • Costing Concepts - Introduction to Various Short & Long Run Costing Concepts: Concepts of Total Cost, Average Cost, Marginal Cost, Relationship between Average Cost and Marginal Cost • Isoquants - Meaning, Properties, Concept of Isocost, Price Line, Least Cost Factor Combination • SDG 12 - Sustainable Consumption and Production - Concept, Targets and Indicators
IV	<p>Market & Revenue Analysis</p> <ul style="list-style-type: none"> • Market - Meaning, Features, Types • Perfect Competition and Imperfect Competition - Meaning and Properties of Perfect Competition & Imperfect Competition Market (Monopolistic Competition, Monopoly, Oligopoly) • Revenue Analysis - Concepts of Total Revenue, Average Revenue and Marginal Revenue, Relationship between Average Revenue and Marginal Revenue • Price Output Determination under Perfect & Imperfect Competition market (Monopolistic Competition, Monopoly, Oligopoly)

Books Recommended:

1. **An Introduction to Modern Economics**, Hardwick, Khan & Langmead, Longman London & New York.
2. **Advanced Economic Theory (Micro Economic Analysis)**, H. L. Ahuja, S. Chand & Co Ltd, 11th Edition, 2004.
3. **Modern Economics**, H. L. Ahuja S. Chand & Co Ltd, Latest Edition.
4. **Microeconomics**, P. N. Chopra, Kalyani Publishers.
5. **Microeconomics**, D. D. Chaturvedi, Galgotia Publishing Company.
6. **Principles of Economics**, D. M. Mithani, Himalaya Publishing House, Latest Revised Edition.

7. **Modern Economic Theory**, K. K. Dewett, S. Chand & Co Ltd, Latest Revised Edition
8. **Advance Micro Economic Theory**, M. Maria John Kennedy, Himalaya Publishing House, Latest Revised Edition.
9. **Micro Economic Theory**, M. L. Jhingan, Vrinda Publishing Pvt Ltd.
10. **Business Economics**, Rashi Arora, Sheth Publishers Pvt Ltd, 6th Edition, 2010



SEMESTER I

Principles of Business Management (BCHC 1.4)			
Teaching Hours: 4	Total Credits: 4	Total Marks: 80	Group: Core
Objectives: To acquaint the student with the basic concepts of management and use of management principles in the organization. To impart knowledge, so as to use the principles of management in all walks of life i.e. social and professionals. Also to acquaint them of recent trends in management.			
Learning Outcomes: Students will be able to understand the concepts related to Business and Demonstrate the roles, skills and functions of management.			
Unit	Content		
I	Meaning and definition of Management and Administration, Difference between Management and Administration Nature and scope of management - Science or Art, Profession, Management Process, Role of Manager, Levels of Management, Historical perspective; Classical Theories; Modern Theories; Management Thinkers- F. W. Taylor, H. Fayol, Maslow, Elton Mayo.		
II	Management skills, What Managerial Skills required for Managers, levels of management, importance of management in the Indian context, Different aspects of management: Production, Marketing, Human Resource, Finance & Strategic management.		
III	Planning; meaning, characteristics, process. Organizing; concept, importance, types of organization- Line, Line & Staff, Functional Organisation, Formal & Informal Organisation. Staffing; Recruitment & Selection, Direction; meaning, importance, techniques, Delegation of Authority, & Decentralization of Authority, Centralization of Authority.		
IV	Coordination; meaning, importance, methods of achieving effective Co-ordination. Communication: meaning, importance, media, types. Control: meaning, need, techniques, essentials of a good control system.		
Books Recommended:			
<ol style="list-style-type: none"> 1. Essentials of Management, Harold Kooritz & Heinz Wehrich Tata McGraw-Hill Publication, 1998 2. Essentials of Management, Joseph L Massie, Prentice Hall of India, (Pearson) Fourth Edition, 2003. 3. Principles of Management, Tripathy PC And Reddy PN, Tata McGraw-Hill Publication, 1999. 4. Personnel and Human Resources Management, Decenzo David, Robbin Stephen A, Prentice Hall of India, 1996 5. Management, JAF Stomer, Freeman R. E and Daniel R Gilbert, Pearson Education, Sixth Edition, 2004. 6. Engineering Management, Fraidoon Mazda, Addison Wesley, 2000 			

SEMESTER I

Business Mathematics and Statistics (BCHSFC 1.0)			
Teaching Hours: 4	Total Credits: 4	Total Marks: 80	Group: Core Skill Foundation
<p>Objectives: The objective of this course is to familiarize students with the applications of mathematics and statistical techniques in business decision-making.</p>			
<p>Learning Outcomes:</p> <ol style="list-style-type: none"> 1. To get detailed understanding of various aspects of data collection and tabulation. 2. To understand and learn application of measures of central tendency. 3. To get acquainted with the practical application of index number and index number 4. To understand practical applications of business mathematics 			
Unit	Content		
I	<p>Introduction Meaning, definition & functions of statistics, scope, importance & limitations of statistics.</p> <p>Collection of data, Classification & Tabulation of data Primary & Secondary data, methods of collection of data & sources of data. Meaning, objects, rules & types of classification of data. Meaning & objects of tabulation of data, difference between classification & tabulation. Types of statistical series (construction & conversion of series – Practical Problems)</p>		
II	<p>Measures of Central Tendency Meaning, definition, functions & characteristics, merits & demerits of mean, median & mode, standard deviation, quartiles, deciles, quartile deviation, Skewness. (Theory) Mean, median, mode, standard deviation, quartiles, deciles, quartile deviation, Skewness (Practical Problems)</p>		
III	<p>Index Number: Introduction, meaning, definition, characteristics, uses of index numbers and types of index numbers, merits & demerits, (Theory) Laspeyre's Index Number, Paasche's Index Number, Bowley's Index Number & Fisher's Ideal Index Number (Practical Problems)</p> <p>Time Series: Meaning of time series, characteristics, merits & demerits of semi-average method & moving average method in time series. (Theory) Semi-average method, moving average method (Practical Problems)</p>		
IV	<p>Business Mathematics Profit & loss, Ratio & proportion, Simple Interest & compound interest, Annuity, Probability (Theory & Practical Problems)</p>		
<p>Books Recommended:</p> <ol style="list-style-type: none"> 1. Fundamentals of Statistics: D. V. Elhance & Veena Elhance, Kitab Mahal Publications. 2. Statistics, V. K. Kapoor, Chand & Sons. 3. Statistics, B. New Gupta, Sahitya Bhavan Agra. 4. Statistics Methods, S. P. Gupta, S. Chand & Sons. 5. Fundamental of Statistics, S. C. Gupta– Himalaya Publishing House. 6. Business Mathematics & Statistics, NEWK Nag & S.C. Chanda– Kalyani Publishers. 7. Problem in Statistics, Y.R. Mahajan, Pimplapure Publisher Nagpur. 			

SEMESTER II

English Language Skills (BCHL 2.E)

Teaching Hours: 4	Total Credits: 4	Total Marks: 80	Group: Language
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Objectives:

1. Introducing great Economic Thinkers
2. Developing knowledge of business communication
3. Developing Grammar and Vocabulary Components

Learning Outcomes:

- The objective of implementing great Economic Thinkers was achieved by introducing 6 outstanding economic thinkers of the world. The economic principles propagated by the great thinkers taken from the book- 'The Great Economic Thinkers' was very interesting and motivating for the students as they learnt the valuable economic theories which are relevant today.
- The objective of Developing Business Correspondence Skills was achieved by introducing the students to different types of Business letters and Inter-office correspondence. The students appreciated the knowledge of basic skills of formal letter writing.
- Unit III- The objective for introducing Grammar was to enhance the skills of Language learning, which was achieved by implementing grammar concepts.
- Unit IV – The objective of implementing Vocabulary was to enhance language skills of students.

Unit	Content
I	<p>Great Economic Thinkers Adam Smith, David Ricardo, John Stuart Mill, Karl Marx, John Keynes, Amartya Sen (6) (Only Selected portion of Marked Text of each Economic Thinker from the book 'The Great Economic Thinkers' by Jonathan Conlin is prescribed for study)</p>
II	<p>Business Correspondence:</p> <ul style="list-style-type: none"> • Application for Job • Preparing Bio-data • Letter of enquiry/Reply to enquiry • Order letter/Reply to Order letter • Complaint (Claims) Letter • Internal Communication <p>(Memorandum, Office Order, Office Circular, Office Note, Correspondence with Branch Offices)</p>
III	<p>Grammar</p> <ul style="list-style-type: none"> • Active/Passive voice • Direct/Indirect Narration
IV	<p>Vocabulary</p> <ul style="list-style-type: none"> • Synonyms, Antonyms, homonyms (Homographs/homophones), look-alikes, one word substitution etc. • Idioms and phrases

Books Recommended:

1. Unit I - Reference book- 'The Great Economic Thinkers' - Edited by Jonathon Conlin.
2. Unit II –Reference books: Business Communication – Urmila Rai, S.M. Rai - (Himalaya Publishing House) & V. K. Jain & Omprakash Biyani (S. Chand)
3. Unit II - Business Correspondence and Report Writing – R.C. Sharma & Krishna Mohan (Tata McGraw-Hill)
4. Unit II - Developing Communication Skills – R. C. Sharma, Krishna Mohan & Krishna Mohan, Meera Banerji (Macmillan)
5. Unit III- High School English Grammar & Composition– Wren & Martin Revised & Edited by N.D.V. Prasada Rao (S. Chand)
6. Unit IV - English Vocabulary in Use- N. D. V. Prasad Rao, Objective English by Pearson, Michael McCarthy & Felicity O'Dell, Macmillan Foundation English, (Macmillan)

SEMESTER II

Financial Accounting – II (BCHC 2.1)			
Teaching Hours: 4	Total Credits: 4	Total Marks: 80	Group: Core
Objectives: To give the knowledge about the preparation of various accounts and their practical utilization			
Learning Outcomes: 1. To understand the process of preparation final accounts of a Co-operative Society 2. To understand the practical aspects of accounting for issue, forfeiture and reissue of forfeited shares. 3. To get in-depth understanding of accounting for joint ventures. 4. To understand the practical aspects of consignment accounts.			
Unit	Content		
I	Final Accounts of Co-Operative Society: Theory: Meaning and Introduction of Co-operative Society, Characteristics of and Usefulness of Co-operative Society, Limitations of Co-operative society, Types of Co-operative Society, Meaning, Format and Characteristics of Profit and Loss Appropriation A/c. Practical Problems: Preparation of Trading A/c, Profit and Loss A/c, Profit and Loss Appropriation A/c and Balance sheet as per Maharashtra Co-operative Society Act, 1960.		
II	Issue and Forfeiture and Re-issue of Shares: Theory: Introduction of Company, Types of Company, types of share capital, Meaning and Methods of Issue of Shares, Meaning of Application, Allotment and Call on shares, Meaning of Forfeiture of shares and Re-issue of Forfeited shares Practical Problems: Preparation of Journal in the books of Company with the effect of Issuing shares at Par, Premium and Discount, Pro-rata method, Forfeiture of Shares and Re-issue of Forfeited Shares		
III	Joint Venture: Theory: Meaning of Joint Venture, Characteristics of Joint Venture, Advantages and Disadvantages of Joint Venture, Methods of Joint Ventures, Distinction between Joint Venture and Partnership. Practical Problems: Preparation of various accounts as per Centralized Method and Decentralized Method of Joint Venture.		
IV	Consignment Account: Theory: Introduction and Meaning of Consignment, Objectives of Consignment, Advantages and Disadvantages of Consignment, Difference between Consignment and Sale, Difference Between Consignment and Joint Venture, Role of Consigner and Consignee, Types of Various Commissions paid by Consigner to Consignee. Practical Problems: Preparation Journal and Ledgers in the books of Consigner and Consignee including invoice method, Calculation of loss on damaged goods and valuation of Closing Stock.		
Books Recommended:			
1. Financial Accounting , Paul, S. K, New Central Book Agency 2. Financial Accounting for Managers , Ghosh, T. P. Taxman Allied Service 3. Financial Accounting , Dr. V. K. Goyal, Published by Excel Books 4. Financial Accounting , Jain S.P., Narang K.L., Kalyani Publishers, Delhi. 5. Financial Accounting , Grewal, Shukla, S. Chand (Sultan Chand Publications), Delhi 6. Accounting Standards , D. G. Sharma, Taxmann Publications. 7. Students Guide to Accounting Standards, Ind AS and IFRS , D. S. Rawat, Taxmann Publication. 8. ICAI Guidance Notes on Ind AS 9. Guide to IFRS , Becker Publication, UK			

SEMESTER II

Business Environment (BCHC 2.2)			
Teaching Hours: 4	Total Credits: 4	Total Marks: 80	Group: Core
Objectives:			
<ol style="list-style-type: none"> 1. To enable students to understand the impact of environment on the business. 2. To give orientation about different forms of organizations, functions in organizations, business strategies and environment, along with an exposure to elements of external business environment. 			
Learning Outcomes:			
<ol style="list-style-type: none"> 1. To make the students aware of the business and business environment and develop the skills for analysis of business environment 2. To acquire knowledge about the types of business organizations 3. To familiarize them with the global economic environment and create an awareness about various international trade institutions (UNO, IMF, World Bank) 4. To know about the purpose of regulation & regulatory role of the Government 5. To develop conceptual understanding about LPG and the role of WTO 6. To acquaint the students with the concept of corporate social responsibility and its emerging importance in Indian context 			
Unit	Content		
I	<ol style="list-style-type: none"> 1. Business Environment: Introduction, Concept of Business, Levels of the Business Environment, Understanding the Environment 2. Economic Environment: Economic Environment of Business, The Global Economic Environment, Economic Policies, Business and Economic Policies 3. Socio-cultural Environment: Introduction, Business and Society, social and cultural factors that affect business 		
II	<ol style="list-style-type: none"> 1. Political Environment: Introduction to Political Environment, elements of political environment of India, Business Risks Posed by the Indian Political System, unemployment problem in India 2. Legal Environment: Introduction, Laws Impacting Industry in India. 3. Economic Role of Government: Regulatory role of Government, objective of regulatory function of government, regulatory authorities, purposes of regulation 		
III	<ol style="list-style-type: none"> 1. Liberalization: Meaning, Role of liberalization, objectives, benefits and limitations 2. Privatization: Meaning of Privatization, Objectives, routes (measures) of Privatization, conditions for success of privatization, benefits and problems with Privatization, obstacles to privatization in India 3. Globalization: Meaning of Globalization, reasons for globalization, features and benefits of Globalization, new rules and norms of globalization 		
IV	<ol style="list-style-type: none"> 1. India, WTO: WTO and India 2. Analysis of Business Environment: PESTEL, STEEP, PORTER'S five forces model, SWOT analysis 3. Corporate Social Responsibility: Meaning, CSR in India, Definition of CSR, New norms for CSR in 2021, CSR committee, Need for social responsibility of business, Social responsibility of business towards different groups (i.e. Government, society, shareholders, employees) 		
Books Recommended:			
<ol style="list-style-type: none"> 1. Business environment; Veena K Pailwar; PHI 2. Business Environment, Francis Cherunilam, Himalaya Publishing House, New Delhi. 3. Essentials of Business Environment Aswathappa, Himalaya Publishing House, New Delhi. 4. Indian Economy, Mishra and Puri, Himalaya Publishing House, New Delhi. 5. Business Environment, Raj Aggarwal Excel Books, Delhi. 6. Business Environment, Dr. V C Sinha, SBPD Publications. 			

SEMESTER II

Monetary Economics (BCHC 2.3)

Teaching Hours: 4

Total Credits: 4

Total Marks: 80

Group: Core

Objectives:

1. The core objective is to provide students with an understanding of financial institutions and services and how changes in money supply can lead to fluctuations in a dynamic economic system.
2. By the end of the Semester, students will be able to comprehend the significance and working of financial institutions.

Learning Outcomes:

Students would be acquainted with an understanding of the significance and role of RBI and Commercial Banks in the development of economy.

By the end of the Semester students will be able to know how changes in money supply can lead to economic fluctuations in a dynamic economic system.

Students would be able to understand the policies and measures undertaken by the RBI for the regulation of money & in turn controlling the induced economic issues/irregularities in the economy.

Unit	Content
I	<p>Money</p> <ul style="list-style-type: none"> • Money - Meaning, Evolution of Money, Functions of Money • Paper Currency - Meaning, Merits, Demerits • Methods of note issue - Fixed Fiduciary Method, Proportionate Reserve Method, Minimum Reserve Method - Merits & Demerits • Fisher's Quantity Theory of Money and its Criticism
II	<p>Central Bank (Reserve Bank of India) and Commercial Banks</p> <ul style="list-style-type: none"> • Indian Banking System - Introduction and Structure of Indian Banking System • Reserve Bank of India - History, Meaning & Functions, Role of Central Bank in a Developing Economy • Monetary Policy - Meaning, Objectives, Instruments of Monetary Policy in Credit Control by RBI • Commercial Banks - Meaning, Importance, Functions, Credit Creation by Commercial Banks, Banking schemes for Women • Non-Performing Assets - Concept, Causes, Consequences & Remedies
III	<p>Various Banking Institutions</p> <ul style="list-style-type: none"> • Cooperative Banks - Meaning, Structure, Functions • Development Banks - (IFCI, IDBI, NABARD, EXIM banks: Meaning, Functions) • International Financial Institutions (IMF, IBRD, ADB: Introduction, Meaning, Functions) • Payment Banks & Neo Banks - Introduction, Concept, Functions;
IV	<p>National Income & Trending concepts in Indian Banking system</p> <ul style="list-style-type: none"> • National Income - Meaning and Concepts of GDP, NDP, GNP, NNP (at factor cost and market price), Methods of Measurement of National Income, Limitations • Application of New Technologies in Banking - (Hybrid Cloud, API Platform, Robotic Process Automation, Instant Payment, Artificial Intelligence, Block chain, Prescriptive Security, Augmented Reality, Quantum Computing, Smart Machines) • Financial Inclusion - Meaning, Objectives, Schemes • Ethical Banking - Meaning and Issues

Books Recommended:

1. **Financial Institutions and Markets**, Agrawal & Gupta, Kalyani Publishers (2015).
2. **Money, Banking, Trade & Public Finance**, M. V. Vaish, New Age International Pvt. Ltd, Latest Edition.
3. **Modern Banking**, Vaish, M.C., Oxford & IBH Publishing Co., New Delhi.
4. **Money, Banking and International Trade**, K.P.M. Sundaram, Sultan Chand, New Delhi.
5. **Money and Financial System**, P.K. Deshmukh, Phadke Prakashan.
6. **Modern Banking**, Sayers, Oxford, Clarendon Press.

SEMESTER II

Indian Financial System (BCHC 2.4)			
Teaching Hours: 4	Total Credits: 4	Total Marks: 80	Group: Core
Objectives: To enable and equip the students with the understanding of Indian Financial System.			
Learning Outcomes: After learning this subject, the students will be able to understand:			
i) The concept of money markets, capital markets and various instruments of money and capital markets.			
ii) The instruments of global capital markets, financial markets.			
iii) The meaning and working of derivative market in India.			
Unit	Content		
I	Introduction to Financial System – Components of financial system, Structure & Functions of Financial system, Significance of financial system in economic growth. Financial Markets: Money & Capital Markets (introduction) Money Markets - Structure, Functions, Money Market Intermediaries Money Market Instruments - Treasury Bills & its types, Commercial paper, Commercial bills, Call money market, Money markets and monetary policies in India, Recent Developments in Indian Money Market.		
II	Capital Markets – Structure: Primary & Secondary (overview of the equity and the debt markets), Functions, Listing of securities, NSE, BSE, Trading in securities, Capital Market Scams – Harshad Mehta & Ketan Parekh Scam, Global Capital & Equity Markets, Impact of globalization on capital markets, Obstacles to international investments, Recent Developments in the Indian Capital Market, Interlink between Money Market and Capital Market.		
III	Financial Instruments – Introduction, types of financial instruments – cash & derivative; Traditional: Equity & its types, Debentures & its types, Bonds & its types – Floating Rate Bonds, Zero Coupon Bonds, Deep Discount Bonds, Inverse Float Bonds; Global: ADR, GDR, IDR; Foreign Exchange Instruments – Spot, outright forwards, currency swaps.		
IV	The Derivative Market in India: Meaning of Derivatives; Participants in the Derivatives Markets – Hedgers, Arbitrators and Speculators; Significance of Derivative Market; Types of Financial Derivatives – Forwards, Futures, Options and Swaps; Pricing of Derivatives – Pricing of Futures and Pricing of Options; Derivatives Trading in India		
Books Recommended:			
1. The Indian Financial System , Pathak Bharati, Markets, Institutions, and Services, (2nd Edition), Pearson Education, New Delhi, 2008. 2. Financial Institutions and Markets, Growth and Innovation , Bhole L. M., Tata McGraw-Hill, New Delhi, 2008. 3. Financial Economics , Bodie, Z. et. al. Pearson Education, New Delhi, (2009). 4. Introduction to Futures and Options Market , Hull John, Prentice Hall of India, Delhi. (2002). 5. Financial Services , Khan, M.Y., Tata McGraw Hill, New Delhi. (2007). 6. Management of Banking and Financial Services , Paul, J. and P. Suresh, Pearson Education, Delhi. (2008). 7. Reserve Bank of India (various issues) Report on Currency and Finance , RBI, Mumbai. 8. Reserve Bank of India (1997) Occasional Papers , Vol. 18, Nos. 2 & 3, RBI, Mumbai. 9. Derivatives: An Introduction , Strong, R. A., Thomson Asia Pte. Ltd, Bangalore. (2002) 10. Futures and Options – Equities and Commodities , Sridhar, A. N. Shroff Publishers, Mumbai, 2006.			

SEMESTER II

Business Ethics and Corporate Culture (BCHSFC 2.0)			
Teaching Hours: 4	Total Credits: 4	Total Marks: 80	Group: Core Skill Foundation
<p>Objectives: The objectives of this subject is</p> <ol style="list-style-type: none"> 1. To have an understanding of ethical issues in business. 2. To inculcate the understanding about the healthy corporate culture in the organization 			
<p>Learning Outcomes:</p> <ol style="list-style-type: none"> i) To familiarize them with the ethics in business and their importance ii) To develop an understanding of ethical issues in business iii) To develop in the student acceptable attitudes and viewpoints with respect to business ethics and social responsibility iv) Student will be able to apply theoretical knowledge in practical situation while dealing with ethical issues & interpersonal conflicts v) To develop an understanding about CSR & CG along with their dimensions 			
Unit	Content		
I	<p>Introduction to Business Ethics Ethics, Values & Morals – meaning & differences, meaning of Business ethics, The nature, purpose of ethics and morals for organizational interests; types of business ethics, ethics and conflicts of interests; ethical dilemma, ethical and social implications of business policies and decisions; corporate social responsibility; Concept of corporate governance, ethical issues in corporate governance.</p>		
II	<p>Environmental Ethics Protecting the Natural Environment – prevention of pollution and depletion of natural resources through business; conservation of natural resources. Environmental friendly methods of business, environmental ethics</p> <p>Ethics in Workplace Ethical issues at a workplace, handling such issues - discrimination, harassment, gender inequality.</p>		
III	<p>Ethics in Marketing and Consumer Protection Marketing, Marketing mix, ethical marketing decisions, healthy competition and protecting consumer's interest.</p> <p>Ethics in Accounting and Finance Importance, ethical issues in accounting & finance & solutions to the same</p>		
IV	<p>Corporate Culture & Ethics Meaning, Nature, Objectives of Corporate Culture, Importance of Corporate Culture, Factors affecting Corporate Culture, Role of Corporate Culture in development of Organization, Management of interpersonal issues in the organization; Psychoanalytical theory of Sigmund Floyd, Attitudes – meaning, characteristics, importance, Types of attitudes, Types of egos.</p>		
<p>Books Recommended:</p> <ol style="list-style-type: none"> 1. Business Ethics and Corporate Social Responsibility, Dr. S. S. Khanka, S. Chand Publication 2. Being Ethical: Ethics as foundation of the Business, IIM Ahmedabad Business Books. 3. Ethics and Corporate Governance, B. N. Ghosh, TATA McGraw Hill Publications. 			

SEMESTER III

Cost Accounting (BCHC 3.1)

Teaching Hours: 4

Total Credits: 4

Total Marks: 80

Group: Core

Objectives:

This course exposes the students to the basic concepts and the tools used in cost accounting.

Learning Outcomes:

1. To understand the concept and practical application of cost sheet, tender sheet and the reconciliation of profits as per cost and financial accounts.
2. To understand the basic concept and profit recognition in contract costing
3. To get the detailed understanding of process costing including the concept of loss and by-product
4. To understand the concepts of marginal costing and application of the same in short term managerial decisions

Unit	Content
I	<p>Cost Sheet and Tender Sheet: Theory: Meaning, Nature, Scope, Advantages & Disadvantages of Cost Accounting, Elements of Cost, Concept of Overheads, Direct & Indirect Overheads, Segregation of Indirect Overheads, Advantages and Disadvantages of Cost Sheet and Tender Sheet. Practical Problems: Preparation of Cost sheet and Tender Sheet. Reconciliation Statement of Profit: Theory: Meaning of Reconciliation statement of Profit, Need, Objectives and Advantages of Reconciliation Statement of Profit. Practical Problems: Preparation of Reconciliation Statement of Profit of Cost Sheet and Financial Account by various methods.</p>
II	<p>Contract Account: Theory: Meaning of Contract, Types of Contracts, Objectives, Advantages and Disadvantages of Contract Costing, Difference between Contract Costing and Job Costing. Practical Problems: Preparation Contract Account for including Completed Contract and Incomplete Contract.</p>
III	<p>Process Account: Theory: Meaning of Process, Characteristics, Advantages and Disadvantages of Process, Meaning of Normal Loss, Abnormal Loss, Meaning of Joint Product and By-product, Methods of apportionment of Joint Cost to Joint Products, Methods of apportionment of Joint Costs to By Product, treatment of by-product cost in cost accounting. Practical Problems: Preparation of Process Accounts for Simple Process, Apportionment of Joint cost, Normal Loss, Abnormal Loss and Gains</p>
IV	<p>Marginal Cost Analysis: Theory: - Meaning of Marginal Costing, Use of Marginal Costing, Advantages of Marginal Costing, Meaning and Use of Break-Even Point, Advantages and Limitation of Break Even Point, Introduction of Various Concepts Like Contribution, Profit Volume Ratio, Fixed Costs, Margin of Safety. Practical Problems: Calculation of BEP in Units and Amount, Profit Volume Ratio, Margin of Safety, Fixed Cost, Sale, Profit, Variable Cost, Contribution</p>

Books Recommended:

1. **Cost Accounting**, Dr. V.S. P. Rao, Vrinda Publication Pvt. Ltd., Delhi, 2000.
2. **Cost Accounting**, Dr. M.P. Gupta, Mansarovar Publication, Kanpur, 2016.
3. **Cost Accounting**, Dr. R. N. Khandelwal, SBPD Publication, Agra, 2015
4. **Cost Accounting**, Prof. S.N. Patil, Vishwa Publication, Nagpur, 2001.

SEMESTER III

Company Law & Secretarial Practice (BCHC 3.2)			
Teaching Hours: 4	Total Credits: 4	Total Marks: 80	Group: Core
Objectives: To provide basic knowledge about the provisions of the Companies Act, 2013			
Learning Outcomes:			
<ol style="list-style-type: none"> 1. The formation and incorporation of Company in India. 2. The framework of Memorandum of Association and Article of Association and Prospectus. 3. The concept of Share Capital and Shareholders, Members and Role of a Managing Director. 4. Understand the conduct of Company Meetings 			
Unit	Content		
I	<p>Corporate Personality: Meaning of a company, characteristics of a company, Kinds of company, lifting the corporate veil.</p> <p>Formation & Incorporation of company: Stages in formation of a company, Certificate of Incorporation, certificate to commence business, Pre-incorporation contracts, provisional contracts</p>		
II	<p>Memorandum of Association and Articles of Association: Meaning of Memorandum of Association, Contents of Memorandum of Association, Alteration in Memorandum of Association, Importance of Memorandum of Association</p> <p>Articles of Association: meaning, Contents, Doctrine of Indoor management, Doctrine of constructive notice, Doctrine of ultra vires, Model Sets of Article of Association. (Table 'F' as per Companies Act, 2013)</p> <p>Prospectus: Statutory requirement of prospectus, Contents of prospectus, Types of Prospectus- Abridged prospectus, Shelf prospectus, Deemed Prospectus, Statement in Lieu of Prospectus, Misrepresentation in Prospectus and its consequences</p>		
III	<p>Shareholders and Members: Meaning of shareholder/ Member, Procedure to become a member, kinds of members.</p> <p>Directors: Meaning of Directors, D.I.N, Minimum directors required in a company, Types of directors, Appointment of Directors, Duties of Directors</p> <p>Managing Directors: Meaning of Managing Directors, Qualifications of Managing Directors, Appointment of Managing Directors</p>		
IV	<p>Secretary: Meaning, Definition of secretary, kinds of secretary, qualities of secretary, Appointment of secretary</p> <p>Role of Secretary: As trustee, As an employee, As an administrative officer, Skills required to be a company secretary</p> <p>Correspondence: Official correspondence with Directors, members, outsiders, SEBI, Stock Exchanges, Government</p> <p>Report Writing and Compliances: notice of meeting, preparing agenda, preparing, and finalizing minutes of meeting.</p>		
Books Recommended:			
<ol style="list-style-type: none"> 1. Company Law & Secretarial Practice, Kapoor, N.D, Sultan Chand & Sons, New Delhi. 2. Indian Company Law, Singh Avtar, Eastern Book Company, Lucknow. 3. Company Law and Secretarial Practice, Dr. R.K. Nelakha, Ramesh Book Depot, Jaipur. 4. Corporate & Allied Laws, Munish Bhandari, Best Word Publication. 5. Analysis of Companies Act, 2013, CCH Publications. 			

SEMESTER III

Indian Economic Planning (BCHC 3.3)

Teaching Hours: 4

Total Credits: 4

Total Marks: 80

Group: Core

Objectives:

1. To make the students understand the state of various macroeconomic fundamentals in Indian Economy.
2. By the end of the Semester, students will have gained knowledge of obstacles and challenges in the path of India's economic development.

Learning Outcomes:

After learning this subject, the student will be able to:

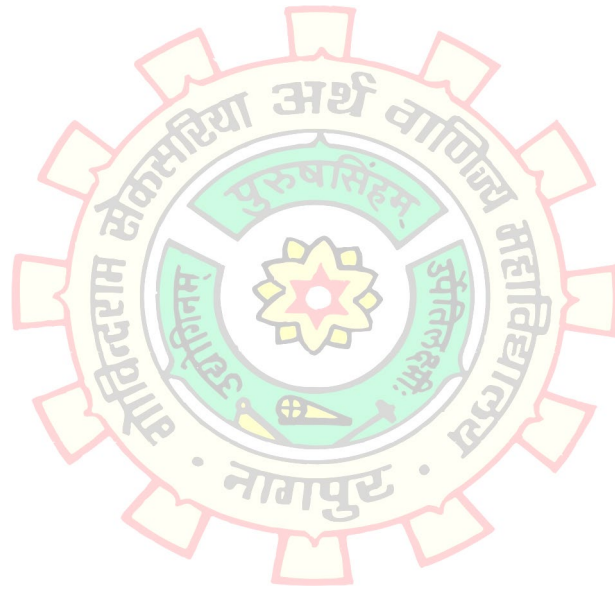
1. Understand the overview of Indian Economy.
2. Understand the role of Agriculture in Indian Economy
3. Understand the role and contribution of Industries in development of Indian Economy.
4. Understand the role and contribution of Services Sector in Indian Economy

Unit	Content
I	<p>Background of Indian Economy</p> <ul style="list-style-type: none"> • Indian Economy - Broad Features and Developmental Constraints of Indian Economy • Indian Economic Planning - Introduction, Achievements and Failures • NITI Aayog - Introduction, Structure and Role • Public Finance and Fiscal Policy in India <p>Public Finance - Concept, Meaning, Importance and Principles of Public Finance Fiscal Policy - Concept, Objectives, Instruments of Fiscal Policy and Recent Trends of Fiscal Policy</p>
II	<p>Indian Agriculture</p> <ul style="list-style-type: none"> • Role of Agriculture in Indian Economy • NABARD - Introduction, Role and Functions • Low Agricultural Productivity in India - Introduction, Causes of low agricultural productivity, Effects, Suggestions to improve productivity; • Green Revolution - Meaning, Features and Impact of Green Revolution • Digital Agriculture - Meaning, Benefits and Current Initiatives • Agricultural Marketing - Meaning, Problems, Remedies, Cooperative Marketing - Concept, Benefits
III	<p>Indian Industry</p> <ul style="list-style-type: none"> • Role of Industrialization in Indian Economy • New Industrial Policy - Introduction and Features • Privatization - Concept, Features • Public Sector Industries - Introduction, Role, Problems and Remedial measures • Private Sector Industries - Introduction, Role, Problems and Remedial measures • MSME - Introduction, Features, Role, Problems and Suggestions; Industrial Sickness - Meaning, Causes, Effects, Remedies
IV	<p>Indian Service Sector & Recent trends</p> <p>Indian Service Sector</p> <ul style="list-style-type: none"> • Role of Service Sector in Indian Economy • Opportunities and challenges of various sectors (Insurance, Banking, IT & ITES, Travel & Tourism, Hospitality) <p>Recent Trends</p> <ul style="list-style-type: none"> • SDG - 5 with special reference to Women Empowerment - Concept, Targets and Indicators • Overview of current Indian Budget, Overview of Gender Budgeting, Recent Initiatives by Government for Women Empowerment

Books Recommended:

1. **Indian Economy**, Datt & Sundharam, S. Chand, Latest Revised Edition.
2. **India After Gandhi: A History of the World's Largest Democracy** by Ram Guha.
3. **The Indian Economy: For UPSC and State Civil Services Preliminary and Main Examinations**, Sanjiv Verma, Unique Publications, 2nd Edition, 2013.

4. **Economic Policy Reforms and the Indian Economy**, Anne Krueger, University Of Chicago Press, 2nd Edition 2002.
5. **The Indian Economy: Problems and Prospects**, D.R. Gadgil, Oxford University Press, 2011.
6. **Knowledge Economy: The Indian Challenge**, Ashoka Chandra & M. K. Khanijo, Sage India , 1st Edition, 2009.
7. **Globalization And Indian Economy**, R. Chaddha, Sumit Enterprises, 2011.
8. **Indian Economy Since Independence**, Edited By Uma Kapila, Academic Foundation, 14th Edition 2002.
9. **Indian Economy**, M. B. Shukla, Taxmann Allied Services Pvt. Ltd.,2012.
10. **Indian Economy**, Ramesh Singh, McGraw Hill Education,2020.
11. **Indian Economy**, V.K. Puri & S.K. Misra, Himalaya Publishing House (2022).



SEMESTER III

Human Resource Management (BCHC 3.4)			
Teaching Hours: 4	Total Credits: 4	Total Marks: 80	Group: Core
Objectives:			
<ol style="list-style-type: none"> 1. Enable students to learn the basic concepts and frameworks of human resource Management (HRM) 2. Enable students to understand the role of HR in an effective business administration. 3. Improve critical thinking skills of the students about HRM System as a tool for organizational success. 			
Learning Outcomes:			
Students would be able to understand the Aspects of HRM in an organization			
Unit	Content		
I	<p>Introduction to HRM: Concept, Nature, Scope, Objective, Functions and Importance of HRM, role of personnel Manager, evolution of the concept of HRM in India.</p> <p>Human Resource Planning: Introduction process of HRP; Recruitment - definition, sources & process; orientation; Selection-selection process, new tools & methods of selection, interview, test & assessment of effectiveness of selecting tools; induction and placement.</p>		
II	<p>Job Design and Job Evaluation: Concept, objectives, limitations, importance; methods and procedures. Competency approach to Job evaluation, Job design, job specification & role analysis, factors affecting Job design, Techniques of Job Design. Cases & exercises to understand Job analysis</p>		
III	<p>Training & Development – Meaning, definition, importance, need, types (on-the-job and off-the-job training), evaluation & effectiveness of training (with successful cases of training), TNA- Training Need Analysis, task analysis, organizational analysis, Role of a Trainer</p>		
IV	<p>Performance Appraisal and Merit Rating: Nature, objective, limitation- various methods- modern & traditional, performance test & field review techniques, appraisal, Rewards & Recognitions, awards and incentives, promotion. HR record, MIS, HR report, HR formats, personal files, attendance, leave, medical records, absenteeism, Merit rating- concepts, methods</p> <p>Remuneration and Compensation: Introduction to Code on Wages 2019</p>		
Books Recommended:			
<ol style="list-style-type: none"> 1. A Textbook of Human Resource Management, C. B. Mamoria & S. V. Gankar. Himalaya Publishing House 2. Personnel and human Resource management, Text & cases, P Subba Rao, Himalaya Publishing House 3. Human resource Management, P. Jyothi, Publication, Oxford University Press. 4. Human Resource Management, R. Wayne Mondy, Robert M, Noe, Pearson Education, Ninth Edition, 5. Human Resource and Personnel Management - Text and cases, K. Ashwathappa, Publication, TATA Mc-Graw Hill Publications 			

SEMESTER III

Marketing Management (BCHC 3.5)			
Teaching Hours: 4	Total Credits: 4	Total Marks: 80	Group: Core
Objectives: The objective of this course is to facilitate understanding of the conceptual Framework of marketing and its applications in decision making under various environmental constraints.			
Learning Outcomes: Students will be able to demonstrate effective understanding of relevant functional areas of marketing management and its application.			
Unit	Content		
I	Concept, Nature and Scope of Marketing: Core concept of marketing, New concept: - Relationship marketing, Database marketing, online Marketing. Different philosophies of marketing, various demand states and marketing tasks, The Marketing Environment and Environment Scanning.		
II	Market Segmentation- Types of Market Segmentation (Consumer and Industrial) Marketing Information System and Marketing Research: Understanding consumer and industrial markets, Market segmentation, Targeting and positioning.		
III	Product Management- Meaning of Product, Product classification, Product Life Cycle. Product Decisions: Product mix, new product development, branding and packaging, decisions, Pricing methods and strategies. International Product Life cycle.		
IV	Promotion Decisions: Promotion mix, advertising, sales promotion, public relation personal selling; New issues in marketing – Globalization, Consumerism, Green marketing. Promotional Strategies, Importance of Promotion.		
Books Recommended:			
1. Marketing Management, Planning, Implementation and Control , V. S. Ramaswamy and S. Namakumari- McMillan Publication 2. Marketing Management , P.Kotler, PrenticeHall Inc 3. Marketing Management , Rajan Saxena, Tata McGraw-Hill Publication 4. Introduction to Marketing Management by Adrian Palmer, Oxford University Press. 5. Basic Marketing by William D Perreault,-Tata McGraw-Hill, 15th edition			

SEMESTER III

Computer Application in Business (BCHSFC 3.0)			
Teaching Hours: 4	Total Credits: 4	Total Marks: 80	Group: Core Skill Foundation
Objectives: <ol style="list-style-type: none"> 1. To enable students to understand advanced functions of basics of MS-office. 2. To acquaint students to the procedures of computerized accounting in Tally software. 3. To acquaint students with practical understanding the e-compliances under various Acts. 			
Learning Outcomes: <ol style="list-style-type: none"> 1. The use of MS Word, MS Power point and MS Excel Softwares in business. 2. The computerized accounting with the Tally accounting software 3. E-filing procedures of Direct Taxes 4. E-compliances of Indirect Taxes 			
Unit	Content		
I	Introduction to MS-Word: Creation, deletion of document, saving a document, Use of Mail Merge, Indent setting, use of templates, Report writing in MS- Word using templates. Introduction to MS-Power Point: Creation of power point presentation, use of animations, use of transitions, using templates, creation of power point show. Introduction to MS-Excel: Basics of MS-Excel, Basic formulas, Data filter, Use of H-Lookup and V-Lookup functions, Pivot Tables, Use of Macros, Using Excel Statistical Tool pack (Calculation of Descriptive Statistics – Mean, Mode, Median and Standard Deviation), Goal Seek, What-if analysis etc.		
II	Accounting in Tally: Introduction to Tally, Creation of Company, Types of Vouchers, Bank Reconciliation, Financial Statements – Profit and Loss Statement, Balance Sheet. Company related E-filing: MCA-21 Portal, Online application for Director’s Identification Number (DIN), Use of Digital Signature, Understanding various e-forms on MCA-21Portal.		
III	E-filing under Direct Taxes: Income Tax Act: Online Application for Permanent Account Number (PAN), Online registration of Assessee on Income Tax Department portal, understanding various forms of Income Tax Returns, Filing of Income Tax Returns; Understanding of various forms of TDS & TCS returns.		
IV	E-compliances of Indirect Taxes: GST: Registration procedure, Introduction to Tariffs Act, Important Concepts – GST Network, GST Council, E-compliances under GST, E-filing of GSTR – 1, GSTR – 3B and their applicability.		
Books Recommended:			
<ol style="list-style-type: none"> 1. Accounting with Tally, K.K. Nadhani, BPB Publication. 2. Tally Tutorial, K.K. Nadhani and A.K. Nadhani, BPB Publication. 3. Advances Accounts Vol-I: M.C. Shukla, T. S. Grewal and S. G. Gupta, S. Chand & Company, Delhi. 4. Accounting Principles, Anthony R.N. and J.S. Richard, Irwin Inc. 5. Advanced Accountancy, P.C. Tulsian, Tata McGraw HILL Publication. 6. Fundamentals of Computers, ITL Education Solutions Ltd. (Pearson) 7. Microsoft Office -2000/2007, Gini Courter, Annelte Marquis BPB 8. IT Today (Encyclopaedia), S. Jaiswal 9. A First Course in Computers, Sanjay Saxena 10. First Textbook on Information Technology, Srikant Patnaik 			

SEMESTER IV

Management Accounting (BCHC 4.1)			
Teaching Hours: 4	Total Credits: 4	Total Marks: 80	Group: Core
Objectives: The objective of the course is to enable students to acquire sound knowledge of concepts, methods and techniques of management accounting and to make the students develop competence with their usage in managerial decision making and control.			
Learning Outcomes: <ol style="list-style-type: none"> 1. To understand practical aspects of preparation of cash budget 2. To get acquainted with practical aspects of ratio analysis 3. To be coherent with the concepts and practical aspects of fund flow statement 4. To be coherent with the concepts and practical aspects of cash flow statement 			
Unit	Content		
I	Introduction and Budgetary Control: Theory: Meaning and Definition, Characteristics, Objectives, scope and functions of Management Accounting- Difference between Financial Accounting, Cost Accounting and Management Accounting. Meaning of Budgetary Control, tools of Budgetary Controls, Types of Budgets, Advantages and Disadvantages of Cash Budget Practical Problems: Preparation of Cash Budget.		
II	Ratio Analysis: Theory: Meaning of Ratios, advantages and limitations of Ratio Analysis. Types of Ratios - Liquidity Ratios, Solvency Ratios, Profitability Ratios, Efficiency Ratios. Practical Problems: Calculation of Operating Ratios and Financial Ratios.		
III	Fund Flow Analysis Theory: - Meaning of Fund Flow, Uses of fund flow statement, Objectives, Advantages and Disadvantages of Fund Flow Statement, Meaning of Working Capital, Meaning of Current Assets and Current Liabilities, Changes of Working Capital Practical Problems: Preparation of Statement Showing Changes in Working Capital, Profit and Loss Adjusted Account and Fund Flow Statement.		
IV	Cash Flow Statement: Theory: - Meaning, definition and significance of Cash Flow Statement, Meaning of Cash and Cash Equivalents, Difference between Operating, Investing and Financing Activities, Advantages and Disadvantages of Cash Flow Statement, Difference between cash flow and fund flow statement. Practical Problems: Preparation of Cash Flow Statement by Direct and Indirect methods.		
Books Recommended:			
<ol style="list-style-type: none"> 1. Management Accounting, R. N. Anthony, G. A. Walsh 2. Management Accounting, M. Y. Khan. K. P. Jain, TATA Mc-Graw Hill Publications 3. Management Accounting, I. M. Pandey, Vikas Publication. 4. Principles of Management Accounting, S. N. Maheshwari, Sultan. Chand & sons Publishers. 5. Financial Management, Ravi M. Kishore, Taxmann Publication, New Delhi 6. Accounting for Management Planning and Control, Richard M. Lynch and Robert Williamson 7. Advanced Management Accounting, Ravi Kishor, Taxmann Publications 			

SEMESTER IV

Business Laws (BCHC 4.2)			
Teaching Hours: 4	Total Credits: 4	Total Marks: 80	Group: Core
Objectives: To provide a brief idea of Indian Business Laws.			
Learning Outcomes:			
<ol style="list-style-type: none"> 1. Demonstrate an understanding of Legal Environment of Business in Indian scenario. 2. Apply basic legal knowledge to business transactions. 3. Communicate effectively using standard business and legal terminology 			
Unit	Content		
I	INDIAN CONTRACT ACT, 1872 Definition, Essential elements of a valid contract, Agreements, Offer and Acceptance, Essentials of a valid offer and acceptance, Consideration, no consideration no contract, Capacity of parties to contract, Free consent, Legality of object, Agreement declared void. Performance of a contract, Types of performance, Discharge of contract, Breach of contract, Remedies for breach of contract Quasi contract, Contingent Contract		
II	Contract of Indemnity - Definition, Rights of indemnity holder Contract of Guarantee – Definition, Difference between contract of indemnity and Guarantee, Rights of surety, Extent of Surety’s liability Contract of Bailment – Definition, Kinds, Duties of Bailor and Bailee, Rights of Finder of goods as Bailee, Liability towards true owner Contract of pledge – Definition, Comparison with Bailment, Rights and duties of Pawnor and Pawnee Agency – Definition, Creation of Agency, Kinds of Agents, Rights and Duties of Agent, Extent of Agents authority, Termination of Agency		
III	INFORMATION TECHNOLOGY ACT, 2000 Scope of the Act; Meaning of Digital Signature, Digital Signature Certificate E-Governance-Advantages of e-governance, E-Governance and the IT Act 2000, Overview of the new IT Rules, 2021, Use of electronic records and digital signatures in Government and its agencies; Penalties, Offences under IT Act		
IV	BANKING LAW Indian Banking Structure; Evolution of Banking Institutions; Functions of banks; RBI- Constitution, Management and Functions; Definition of banker and customer; Duties of a Banker; Relationship between banker and customer; Banking Regulation Act, 1949- Nature of the Act; Forms of business in which banking companies may engage; Powers of RBI; Reserve Fund; Cash reserve		
Books Recommended:			
<ol style="list-style-type: none"> 1. Business Laws, Sultan Chand & Sons, New Delhi. 2. Intellectual Property Rights & Law, G.B. Reddy, Gogia Law agency Hyderabad. 3. Law and Practice of intellectual Property, Vikas Vashisht, (1999), Bharat Law House Delhi. 4. Computers, Internet and New Technology Laws, Karnika Seth, Lexis Nexis. 5. I.T. Rules with Information Technology Act, 2000, Taxmann Publication Pvt. Ltd. New Delhi. 6. Law of Information Technology, Paintall D, Taxmann Publication Pvt. Ltd. New Delhi. 7. Banking Law & Practice, E. Gordon, K. Natarajan. 8. Banking Law & Practice in India, M. L. Tannan. 			

SEMESTER IV

Entrepreneurship Development (BCHC 4.3)

Teaching Hours: 4

Total Credits: 4

Total Marks: 80

Group: Core

Objectives:

1. To acquaint with basics of subject.
2. To impart the knowledge and scope of entrepreneur.
3. To motivate the students for self-employment

Learning Outcomes:

After learning this subject, the student will be able to understand:

1. Historical evolution of entrepreneurship.
2. Various entrepreneurship trends.
3. Procedures of opportunity scouting and idea generation.
4. The concept, need, problems of Rural entrepreneurship and measures to develop the same.

Unit	Content
I	<p>Introduction:</p> <ol style="list-style-type: none"> 1. Meaning 2. Definition 3. Objectives, importance, nature, types and challenges 4. Scope, 5. Advantages and challenges 6. Barriers 7. Role and functions of entrepreneurs; need for an entrepreneur, characteristics of successful entrepreneurs 8. Entrepreneurship development in India 9. Women Entrepreneurs; Function of Women Entrepreneur; Growth of women entrepreneurship in India <p>Ease of doing business, Case studies of: Govt. initiatives for promotion of Entrepreneurship in India, Start-up nation, Obstacles for women entrepreneur.</p>
II	<p>Entrepreneurship Trends:</p> <ol style="list-style-type: none"> 1. Forms and ownership 2. Franchising 3. Types of entrepreneurs 4. Choice of entrepreneurship as a career 5. The ED cycle 6. Issues and opportunities 7. Documents and clearance required by Nationalized Bank
III	<p>Opportunity Scouting and Idea Generation:</p> <ol style="list-style-type: none"> 1. Role of creativity and innovation and business research 2. Sources of business ideas 3. Procedure of setting up a small business 4. Developing entrepreneurial potentials 5. NGO's and entrepreneurship 6. Project report; project Appraisal preparation of DPR; format of DPR
IV	<p>Rural Entrepreneurship</p> <ol style="list-style-type: none"> 1. Meaning 2. Need 3. R. Entrepreneurship 4. Problems of R. E. 5. How to develop R. E.

Books Recommended:

1. **Entrepreneurship 6th edition**, Robert D Hisrich, Tata McGraw-Hill.
2. **Entrepreneurship Development**, S. S. Khanka, S. Chand & Co.
3. **Entrepreneurship**, Roy, Oxford University Press.
4. **Entrepreneurship Development**, Shiba Charan, Anmol Publication.

SEMESTER IV

Business Finance (BCHC 4.4)			
Teaching Hours: 4	Total Credits: 4	Total Marks: 80	Group: Core
Objectives:			
<ol style="list-style-type: none"> To develop ability to analyze and interpret various tools of financial analyze is and planning. To gain knowledge of management and financing of working capital. To understand concepts relating to financing and investment decisions; and To be able to solve simple cases. 			
Learning Outcomes:			
Students will be able to understand:			
<ol style="list-style-type: none"> Various types of financing Analysing the capital budgeting projects and make investment decisions The concepts of working capital management The concepts of Mutual Funds and Leverage. 			
Unit	Content		
I	Types of Financing Theory: Different sources of finance, Project financing–intermediate and long-term financing, Negotiating term loans with banks and financial institutions and appraisal thereof, Introduction to lease financing, Venture capital finance. Practical: Problems of Lease Financing on ‘Buy/Rent or Lease’		
II	Investment Decisions Theory: Purpose, objective, process, understanding different types of projects, Techniques of decision making: non-discounted and discounted cash flow approaches-payback period method, accounting rate of return, net present value, internal rate of return, modified internal rate of return, discounted payback period and profitability index, ranking of competing projects, ranking of projects with unequal lives. Practical: Problems on Payback Period, Discounted Payback Period, NPV, PI		
III	Management of working capital Theory: Working capital policies, Funds flow analysis, Inventory management, Receivables management, Payables management, Management of cash and marketable securities, Financing of working capital, Working capital policies, Funds flow analysis, Inventory management. Practical: Problems of Calculation of Working Capital, Calculation of Net Operation Cycle, Simple Problems on Inventory Management		
IV	Mutual Funds and Leverage: Theory: Mutual Funds - Regulatory framework, formulation, monitoring and evaluation of various schemes of Mutual funds, Money market mutual funds, Exchange Traded Funds. Theory and Practical: Leverage		
Books Recommended:			
<ol style="list-style-type: none"> Financial Management, P.V. Kulkarni, Himalaya Publishing House, Mumbai. Corporation Finance, S.C. Kucchal, Chaitanya Publishing House, Allahabad. Financial Management, I.M. Pandey, Vikas Publishing House. Financial Management, R.M. Shrivastava, Pragati Prakashan, Meerut. Financial Management, M.Y. Khan and P.K. Jain, Tata - McGraw Hill Publishing Co. Ltd., New Delhi. Financial Management, Prasanna Chandra, Tata - McGraw Hill Publishing co. Ltd., New Delhi. 			

SEMESTER IV

Strategic Management (BCHC 4.5)			
Teaching Hours: 4	Total Credits: 4	Total Marks: 80	Group: Core
<p>Objectives: To help students to integrate their knowledge of the functional areas of business into a holistic view of the firm and thereby determine and execute proper business level and corporate strategies. The syllabus also explores the real-life situations of the organization in applying its concepts, from the standpoint of the practicing manager.</p>			
<p>Learning Outcomes: To help in understanding and expose students to various perspectives and concepts in the field of Strategic Management. Help students develop skills for applying these concepts to the solution of business problems.</p>			
Unit	Content		
I	<p>Strategic management - Introduction to strategic management, Strategic decision making, Strategic management process; Benefits and Limitations of Strategic Management. Vision, Mission & goals, Preparation of Vision & Mission Statement; Organisational objectives, Hierarchy of objectives & strategies, setting of Objectives SWOT Analysis</p>		
II	<p>External analysis - Environment analysis a) Components of External environment b) Components of Internal environment c) Environmental scanning. Industry Analysis- Michael Porters Analysis, BCG Matrix, Strategic Business Unit (SBUS), Merits & Demerits of SBU. Strategic Leadership, Functions of Strategic Leader, Power & organisation culture.</p>		
III	<p>Strategy Formulation - Corporate level strategy: A) Growth- Concentration, Horizontal, Vertical, B) Diversification- Concentric, conglomerate. C) Expansion through Cooperation; Merger, Acquisitions, Joint ventures & strategic alliances D) Stability - Pause/proceed with caution, No change, Profit strategies. E) Retrenchment –Turnaround, Captive Company Strategy, Selling out Bankruptcy, Liquidation.</p>		
IV	<p>Business Level strategy & Functional level strategy - A) Business Level strategy- Competitive advantage & Low-cost strategy B) Functional level strategy - Operations strategy & Marketing strategy. Global strategy - Reasons for globalization, Global expansion strategy. New Market Entry Strategy.</p>		
Books Recommended:			
<ol style="list-style-type: none"> 1. Strategic Planning & Formulation of Corporate Strategy, V S Ramaswami, S Namaumari, Macmillan Publication, India. 2. Strategic Management, John A Pearce II, Richard B Robinson, Jr, Tata McGraw- Hill Publishing Company Limited, New Delhi, 9th Edition. 3. Crafting & executive strategy, Arthur A. Thompson Jr, A.J. Strickland III, Tata McGraw- Hill Publishing Company Limited, New Delhi, 14th edition. 4. Management Policy & Strategic Management, R.M. Srivastava Publication, Himalaya Publishing House. 5. Global Strategic management, Kamel Mellahi, J. George Frynas, Paul Finlay, Oxford University Press, New Delhi. 			

SEMESTER IV

Environmental Studies (BCHSFC 4.0)			
Teaching Hours: 4	Total Credits: 4	Total Marks: 80	Group: Core Skill Foundation
Objectives: At the end of the course, it is expected that the students will be <ul style="list-style-type: none"> • Proficient and knowledgeable about the understanding of natural system. • Familiar with the issues and problems in environment, causes of such problems, effect of such issues and pollution on human life and remedies for these problems and pollution. 			
Learning Outcomes: i) The concept of Ecosystems and Environment ii) The facts about use and over exploitation of Natural resources and the role of individual in conservation of such natural resources iii) The concept of biodiversity and its conservation and environmental pollution. iv) Population issues and environment, role of information technology in environment and human health.			
Unit	Content		
I	Ecosystem and the Environment a) Definition, Scope and importance of Environmental studies, Need for Public awareness. b) Concepts of an Ecosystem, Structure and functions of an Ecosystem. c) Producers, Consumers and Decomposers in an Ecosystem		
II	Natural Resources a) Renewable and non-renewable resources, Role of individual in conservation of natural resources for sustainable lifestyles. b) Use and over exploitation of Forest resources, Deforestation, Timber extraction, Mining, Dams and their effects on forest and tribal people. c) Use and over exploitation of surface and ground water resources, Floods, Drought, Conflicts over water, Dams benefits and problems		
III	1. Biodiversity and its Conservation a) Definition, Genetic, Species and Ecosystem diversity, Biogeographical classification of India. b) Value of biodiversity: Consumptive use, Productive use, Social, Ethical, Aesthetic and option values. 2. Environmental pollution a) Definition, Causes, effects and control measures of Air pollution, Water pollution and Soil pollution. b) Causes, effects and control measures of Marine pollution, Noise pollution, Thermal pollution, Nuclear hazards.		
IV	Population issues and the Environment: a) Population growth, Variation among nations, Population explosion- Family welfare programmes, Environment and Human health, Human rights, Value education, HIV/AIDS. b) Woman and Child welfare, Role of information technology in environment and human health, Case studies.		
Books Recommended:			
1. A Textbook of Environmental Studies. , Shashi Chawla., Tata McGraw Hill Education Private Limited, New Delhi. 2. Textbook of Environmental Studies. , Bharucha Erach (ed), University Press (India) Pvt. Ltd. 3. The Biodiversity of India , Bharucha Erach, Mapin Publishing Pvt. Ltd, Ahmedabad, 2003. 4. Environmental Science , India Santra S.C, (ed), New Central Agency Pvt Ltd. Kolkata, India. 5. Perspectives in Environmental Studies , Kaushik, Anubha & Kaushik, C.P., New Age International (P) Ltd. Publisher, New Delhi, 2006.			

SEMESTER V

Corporate Accounting (BCHC 5.1)

Teaching Hours: 4

Total Credits: 4

Total Marks: 80

Group: Core

Objectives:

To give practical knowledge about corporate accounting.

Learning Outcomes:

1. To understand the framework and procedure for preparation of final accounts of joint stock companies.
2. To understand the accounting and preparation of consolidated financial statements of holding and subsidiary companies.
3. To understand the concept and calculation of profit prior to incorporation.
4. To understand the procedure for issue, forfeiture and re-issue of forfeited shares.

Unit	Content
I	<p>Final Account of Joint Stock Company: Theory: Meaning of Joint Stock Company, Characteristics, types of Share Capital, Statutory Provision regarding preparation of Companies Final Account as per Amended Company Act, 2013, Provision for Interest on Debenture, Proposed Dividend, and Interim Dividend. Practical Problems: Preparation of Financial Statements as per Schedule III of the Companies Act, 2013.</p>
II	<p>Holding Company Accounts: Theory: Meaning of Holding and Subsidiary Company, Objectives of Holding Company, Advantages and Disadvantages of Holding Company, Status of Subsidiary Company, Meaning of Minority Interest, Capital Profit, Revenue Profit, Issue of Bonus Shares, Inter-company Transaction, Goodwill, Capital Reserve and consolidated Balance Sheet Practical Problems: Preparation of Consolidated Balance sheet from the adjustments of Issue of Bonus Share and Inter-company Transactions</p>
III	<p>Profit Prior to Incorporation: Theory: Meaning of Profit Prior to Incorporation, Need, Importance, Advantages and Disadvantages of Profit-Prior to Incorporation, Meaning of Time Ratio and Sales Ratio, Meaning of Un-common Expenses. Basis of Allocation of Expenses. Practical Problems: Preparation of Trading and Profit and Loss Accounts Showing Profit Pre-Incorporation and Post-Incorporation</p>
IV	<p>Issue of Shares: Theory: Introduction; Categories of share capital; types of shares, minimum subscription; concepts of full subscription, under subscription and over subscription, pro rata allotment; concept of shares issued at discount, premium and at par; calls in arrears and calls in advance, forfeiture and reissue of forfeited shares. Practical Problems: Journal entries for issue of shares.</p>

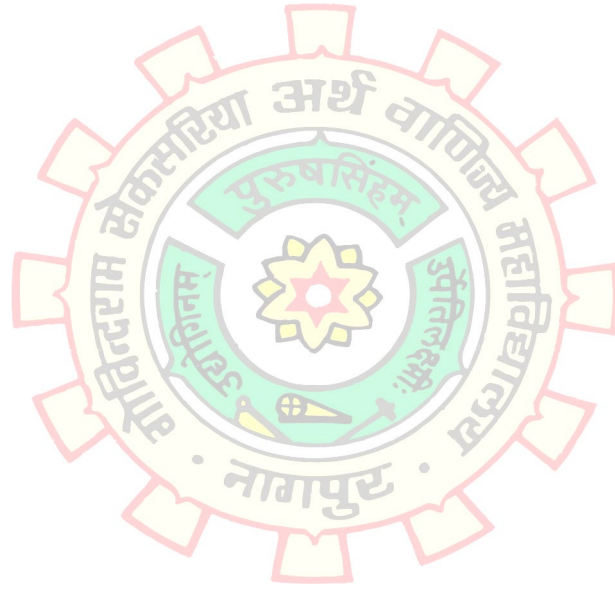
Books Recommended:

1. **Financial Accounting**, Paul, S. K, New Central Book Agency
2. **Financial Accounting for Managers**, Ghosh, T. P. Taxman Allied Service
3. **Financial Accounting**, Dr. V. K. Goyal, Published by Excel Books
4. **Financial Accounting**, Jain S.P., Narang K.L., Kalyani Publishers, Delhi.
5. **Financial Accounting**, Grewal, Shukla, S. Chand (Sultan Chand Publications), Delhi
6. **Accounting Standards**, D. G. Sharma, Taxmann Publications.
7. **Students Guide to Accounting Standards, Ind AS and IFRS**, D. S. Rawat, Taxmann Publication.
8. **ICAI Guidance Notes on Ind AS**
9. **Guide to IFRS**, Becker Publication, UK

SEMESTER V

Direct Taxes (BCHC 5.2)			
Teaching Hours: 4	Total Credits: 4	Total Marks: 80	Group: Core
Objectives: After studying this paper, the student will be able to – <ol style="list-style-type: none"> 1. know the various provisions relating to Income and Incomes tax computation 2. understand the basic concepts of the Income Tax Act 1961 and get the elementary knowledge of scheme of taxation in India 3. compute Income and Tax of an Individual assessee under the Act. 			
Learning Outcomes: <ol style="list-style-type: none"> 1. Understand the provisions of Income Tax Act 1961 as amended from time to time 2. Understand the provisions and procedure to compute total income under the heads of income i.e. salaries, house property, and other sources 3. Understand the various deductions to be made from gross total income of an Individual Assessee under Chapter VI-A under the provisions of Section 80C to 80U in computing total income. 4. Compute Taxable Income and Tax Liability of an Individual Assessee as per the provisions of Income Tax Act, 1961. 			
Unit	Content		
I	Introduction of Income Tax Act 1961 - Basic Concepts & Residential Status <ol style="list-style-type: none"> a) Overview of Income Tax Act 1961, Finance Act; India, Assessee, Assessment year, Previous year, Person, Income, Gross total income, Charge of income Tax; Average rate of tax, Capital and Revenue Receipts, capital or revenue expenditure, Heads of Income; Agricultural Income 2(1A) b) Residential Status - Rules for determining residential status of Individual, HUF, Firm and Company, Scope of total income 		
II	Income under the head Salary Meaning of Salary, Allowances, perquisites & computation of salary income. (Study of selected topics mentioned below) <ol style="list-style-type: none"> a) Allowances – allowances fully taxable, HRA, Transport Allowance, Children Education Allowance b) Perquisite – Rent Free Accommodation c) Deduction - Professional Tax 		
III	Income under the head House Property & Other Sources <ol style="list-style-type: none"> a) House Property - Chargeability, Let-out property, Self-occupied property, Gross Annual Value, Net Annual value, Deductions allowable while computing income from house property (Study of the sections relevant to the topic) b) Other Sources – Concept of income from other sources, sources to be covered - Casual income Sec 56(2)(ib) , KIP , residual income 		
IV	Deductions & Computation of Taxable Income u/h Salary, House Property & Other sources <ol style="list-style-type: none"> a) Deductions under sections 80-C, 80-CCC, 80-CCD, 80CCD(1B), 80-D, 80-E, 80-TTA, 80 TTB b) Income Tax Slabs & rates for current assessment year (including cess & surcharge) c) Computation of Total Income 		
NOTE: <ul style="list-style-type: none"> • Academic year is assessment year • Practical Questions only to be asked from the syllabus mentioned above • Practical Questions on computation of taxable income & tax thereon for individual assessee excluding the heads of PGBP & CG 			
Books Recommended: <ol style="list-style-type: none"> 1. Direct Tax, ICAI Module for Intermediate 2. Students Guide to Income Tax, Vinod K. Singhania, Taxmann Publications Pvt Ltd, New Delhi. 3. Systematic Approach to Taxation, Dr. Girish Gupta, Dr. Ravi Ahuja, Bharat Publications. 4. Students Handbook on Income Tax, T. N. Manoharan and G. R. Hari, publisher - Snow White Publications. 			

5. **Direct Tax Laws**, T. N. Manoharan and G. R. Hari, Snow White Publications.
6. **Students Guide to Income Tax** Dr. Monica Singhanian / Dr. Vinod K Singhanian, Taxmann Publications Pvt. Ltd, New Delhi.
7. **Income Tax Law & Accounts**, Mehrotra, Sahitya Bhavan, Agra.
8. **Law and Practice of Income-Tax in India**, Bhagavati Prasad, New Age International Publishers, New Delhi.
9. **Direct Tax Laws**, Dr. Girish Ahuja & Ravi Gupta, Bharat Publications.



SEMESTER V

Financial Markets, Institutions and Services (BCHC 5.3)			
Teaching Hours: 4	Total Credits: 4	Total Marks: 80	Group: Core
Objectives: To provide the student a basic knowledge of financial markets and Institutions and to familiarize them with major financial services in India.			
Learning Outcomes: After learning this subject, the student will be able to understand: <ol style="list-style-type: none"> 1. Operation of Financial Markets. 2. Role of SEBI 3. Functioning of Financial Institutions in India 			
Unit	Content		
I	Introduction to financial system – Components of financial system & their interdependency; Financial intermediation; Financial system designs; Significance of financial system; Financial system and economic development – Flow of funds account, National income accounts, savings & Investment trends; Reforms in Indian Financial System, Current trends in Indian Financial System		
II	Financial Markets Introduction, Importance; Overview of Types of Markets - Stock, Bond, Commodities, Derivative, Forex, OTC, Crypto Currency Markets, Mutual Fund Markets & Trading In These Respective Markets; Financial Market Regulatory – SEBI & RBI; Role Of Financial Markets In Indian Economy		
III	Financial Institutions Introduction, Banking & Non-Banking Financial Institutions (NBFC), Commercial Banking – Introduction, Its Role in Project Finance And Working Capital Finance; Development Financial Institutions (DFIs) – IFCI, SIDBI, EXIM, NABARD: An Overview and Role in Indian Economy; Insurance, Insurance Process, Life and Non-Life Insurance Companies In India, IRDA; Mutual Funds – Introduction, Equity & Debt Funds, AMFI		
IV	Financial Services Overview of Financial Service Industry: Consumer and Housing Finance; Investment Banking, Merchant Banking, Depositories & Custodians – NSDL & CDSL, Venture Capital Finance; Factoring Services, Bank Guarantees and Letter Of Credit; Credit Rating, CRISIL & CARE; Financial Counseling, Financial Inclusion & Micro Financing		
Books Recommended:			
<ol style="list-style-type: none"> 1. Indian Financial System, Bharati V Pathak, Pearson 2. Financial Institution and Markets, L M Bhole, and Jitendra Mahakud. McGraw-Hill Education. 3. Indian Financial System, Khan, M.Y. McGraw-Hill Education. 4. Pricing of Securities, Dhanekar, Bharat Publishing House, New Delhi. 5. Financial Management: Theory and Practice, Prasanna, Chandra, McGraw-Hill Education. 6. Financial Markets, Institutions and Financial Services, Clifford Gomez, PHI Learning 7. Financial Services, M Y Khan and P K Jain, McGraw Hill Education. 			

SEMESTER V

Financial Management (BCHC 5.4)			
Teaching Hours: 4	Total Credits: 4	Total Marks: 80	Group: Core
Objectives: To enable and equip the students with the basic functions and tools of financial management. It will also help them to understand how firms meet their financial objectives utilizing financial decision-making. This course will also explain financial tools and techniques, which can be used to help firms maximize value by improving decisions relating to capital budgeting, capital structure, and working capital management.			
Learning Outcomes: Students will be able to develop the ability to take decisions and plan, execute and control financial strategies towards attainment of organizational goals.			
Unit	Content		
I	Conceptual Framework- Finance - Definition - Nature and scope of finance function. Financial Management - Meaning - Scope and Objectives Organisational framework of financial management- Relationship of finance Department with other department- Role of finance manager Practical: Time Value of Money		
II	Cost of Capital - Concept, Significance of Cost of Capital, Factors of Cost of Capital, Weighted Average Cost of Capital, Marginal Cost of Capital, Effective Interest Rate		
III	Capital Structure -Meaning - criteria for determining capital structure. Factors influencing capital structure. Capital Structure Theories		
IV	Dividend policies - Concept, determinants and factors affecting, relevance and irrelevance concept, dividend valuation models – Gordon, Walter and Modigliani-Miller models.		
Books Recommended:			
<ol style="list-style-type: none"> 1. Financial Management, P.V. Kulkarni, Himalaya Publishing House, Mumbai. 2. Corporation Finance, S.C. Kucchal, Chaitanya Publishing House, Allahabad. 3. Financial Management, I.M. Pandey, Vikas Publishing House. 4. Financial Management, R.M. Shrivastava, Pragati Prakashan, Meerut. 5. Financial Management, M.Y. Khan and P.K. Jain, Tata - McGraw Hill Publishing Co. Ltd., New Delhi. 6. Financial Management, Prasanna Chandra, Tata - McGraw Hill Publishing co. Ltd., New Delhi. 			

SEMESTER V

Securities Analysis & Portfolio Management (BCHDE 5.51)

Teaching Hours: 4	Total Credits: 4	Total Marks: 80	Group: Discipline Specific Elective
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Objectives: This course aims at providing the students a comprehensive introduction to the areas of security analysis and portfolio management and equipping them with advanced tools and techniques for making profitable investment decisions.

Learning Outcomes:

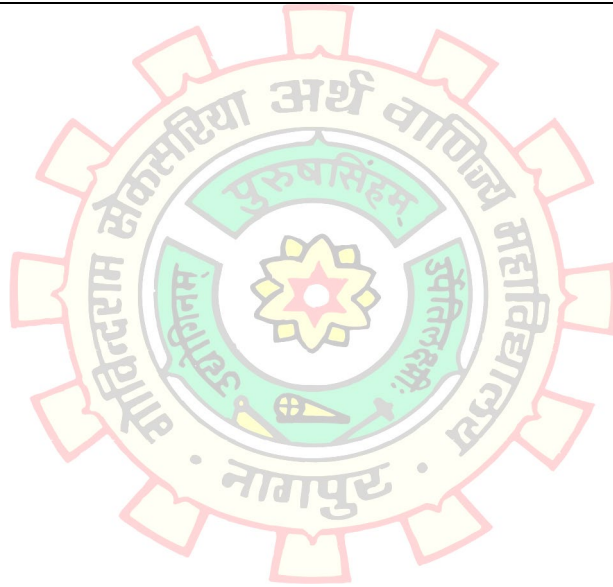
Students will be able to understand risk & return analysis, share valuation and portfolio Management through application of Various Models.

Unit	Content
I	<p>INTRODUCTION TO INVESTMENT AND SECURITY ANALYSIS</p> <p>Meaning of investment – speculation and Gambling – Investment avenues - Types of investors – Investment objectives – The investment process – Security Analysis– Meaning of security – Types of securities – Meaning of security analysis</p> <p>Risk and Return – Computation of return – Meaning and definition of risk – Types: (Systematic risk- Market risk, Purchasing power risk, Interest rate risk, Unsystematic risk- Business risk (Internal, External), Financial risk) – Minimizing risk exposure</p> <p>Risk measurement - Standard deviation – Meaning of Beta – Computation and interpretation – Use of beta in estimating returns. (Including simple problems)</p> <p>Practical Problems on Risk Measurement</p>
II	<p>FUNDAMENTAL ANALYSIS & TECHNICAL ANALYSIS</p> <p>Fundamental Analysis - Concept of Fundamental Analysis, Concept Rates and Discount factors (Opportunity Cost, Risk free rate, Equity Risk Premium, Beta, Sharpe Ratio), Financial Statement Analysis - Du Pont Analysis, Top-Down Valuation (Economic, Industry, Company), Discounted Cash Flow Model, Dividend Discount Model, FCFE & FCFE with DCF, Sum of the parts, Price/Earnings Ratio, Price Book Value Ratio, EBITDA Ratio, Price Sales Ratio</p> <p>Technical Analysis - Introduction to Technical Analysis - Charting Techniques - Line Charts, Bar Charts, Candle Charts [Candlestick Analysis - One candle pattern (Hammer, Hanging man, Shooting Star), Two candle pattern (Bullish Engulfing, Bearish engulfing, Piercing), Three candle pattern (Evening star, Morning star, Doji)]; Pattern Study - Support & Resistance, Head & Shoulders; Major Indicators & Oscillators - RSI, Stochastic, MACD, Bollinger Bands</p> <p>Practical Problems based on Fundamental Analysis</p>
III	<p>SECURITIES RETURN AND VALUATION ANALYSIS</p> <p>Fixed-Income Securities – Overview of fixed-income securities – Risk factors in fixed-income securities (Systematic and unsystematic) – Bond analysis – Types of bonds–Major factors in bond rating process – Bond returns – Holding period return - Concept of yield – Current yield – Yield-to-Maturity – Price-yield relationship – Convexity - Term structure of interest rates and yield curve – Duration - Valuation of preference shares.</p> <p>Stock Return and Valuation – Anticipated returns, Present value of returns, Constant Growth model, Two-Stage Growth model, The Three-Phase Model, Valuation through P/E ratio.</p> <p>Practical Problems on Security Valuation</p>
IV	<p>PORTFOLIO MANAGEMENT AND CAPITAL MARKET THEORY</p> <p>Efficient Market Hypothesis (EMH) – Random Walk theory – Forms of EMH – EMH and empirical findings – Implication of EMH on fundamental and technical analysis – Market inefficiencies.</p> <p>Portfolio Analysis – Selection and Evaluation – Meaning of portfolio – Reasons to hold portfolio – Diversification analysis – Markowitz’s Model – Assumptions – Specific model – Risk and return optimization – Efficient frontier – Efficient portfolios – Leveraged portfolios – Corner portfolios – Sharpe’s Single Index model – Portfolio evaluation measures – Sharpe’s Performance Index – Treynor’s Performance Index – Jensen’s Performance Index.</p> <p>Capital Market Theory – CAPM theory: Assumptions – CAPM Model – Capital Market Line (CML) – Security Market Line (SML) – Evaluation of securities – Present validity of CAPM – Arbitrage Pricing</p>

Theory (APT) – Assumptions – APT model – AP equation – Factors affecting return – APT and CAPM.
Practical Problems on Capital Asset Pricing Model

Books Recommended:

1. **Security Analysis and Portfolio Management**, Fischer & Jordan, Prentice Hall India.
2. **Security Analysis and Portfolio Management**, P. Chapterhavathy Pandian, Vikas Publishing House Pvt. Ltd.
3. **Financial Management**, I. M. Pandey, Vikas Publishing House Pvt. Ltd.
4. **Technical Analysis Explained**, Martin Pring, Mc-Graw Hill.
5. **Investment and Securities Market in India**, V. A. Avadhani, Himalaya Publishing House.
6. **Options and Futures: Indian Perspective**, D. C. Patwari, Jaico Publishing House.
7. **Introduction to Futures and Options**, Hull, Prentice Hall.
8. **An Introduction to Commodity Trading**, Richard Waldron, Quantum Publishing.
9. **Introduction to Commodity Futures and Options**, Nick Battley, Irwin
10. **Security and Portfolio Analysis**, French, Don, Merrill Publishing Co.
11. **Investment Management**, Preeti Singh, Himalaya Publishing.
12. **Portfolio Management**, Devin S., Prentice Hall.
13. **Fundamentals of Investments**, Cheney, Muses,
14. **Portfolio Analysis and Management**, V. K. Bhalla, Sultan Chand & Sons
15. **A Guide to Indian Capital Markets**, Agarwal, New Delhi.



SEMESTER V

Organizational Behavior (BCHDE 5.52)			
Teaching Hours: 4	Total Credits: 4	Total Marks: 80	Group: Discipline Specific Elective
<p>Objectives: The main objective is to familiarize the students with the basic concepts and factors underlying organizational behaviour so as to make them understand what shapes the way, organisation's work. Thus, it aims to provide better understanding of human behaviour in organizations.</p>			
<p>Learning Outcome: After learning this subject, the student will be able to understand:</p> <ul style="list-style-type: none"> • Personality and attitudes. • Effects of stress. • Concept of organisational development. 			
Unit	Content		
I	<p>Introduction to Organizational Behaviours - Organizational Behaviours – Definition, nature, importance & role of Organizational Behavior, relationship of Organizational Behavior with other sciences</p>		
II	<p>Foundations of Individual Behavior and Group Behavior - Perception Process - Nature & Importance - Perceptual Selectivity - Perceptual Organization Personality & Attitudes - Meaning of personality - Development of personality - Nature and dimensions of attitude - Job Satisfaction - Organizational Commitment, Values. Learning - Process of Learning - Principles of Learning – Theories of Learning, Organizational Reward Systems & Behavioural Management. Foundations of Group Behavior: The nature of groups- formal and informal groups, stages of group formation, group dynamics, group norms, group cohesiveness, small groups in organization, leadership and its theories.</p>		
III	<p>Conflict and Organisational Change Management: Conflict: concept, goal conflict, conflict levels, sources of conflict in organizations, symptoms and causes of conflict, strategies for the management of conflict, functional and dysfunctional aspects of organizational conflict. Management of Change - Importance - Forces responsible for change - Resistance to change - Overcoming resistance to change – Introduction of change in the organization- Organizational Development as a tool for introduction of change. Work Stress: Concept, Sources of Stress, Effects of stress and stress management.</p>		
IV	<p>Organizational Development Techniques: Organizational Development Techniques: Goals of organizational development, principles underlying Organizational Development and process of Organizational Development, Organizational Development interventions. Organizational Culture - Organizational Effectiveness.</p>		
<p>Books Recommended:</p>			
<ol style="list-style-type: none"> 1. The Process of Management: Concepts, Newman and Warren, Behaviour and Practice, Prentice Hall of India Ltd., New Delhi. 2. Organisational Behaviour, Shashi K. Gupta, Kalyani Publications. 3. Organisational Behaviour, Stephen Robbins & Timothy Judge, Pearson's Publication. 			

SEMESTER V

E- Commerce (BCHDE 5.53)

Teaching Hours: 4	Total Credits: 4	Total Marks: 80	Group: Discipline Specific Elective
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Objectives:

1. To enable the student to become familiar with the mechanism for conducting business transactions through electronic means.
2. To create an awareness about role of it in business and to introduce concepts and techniques of ecommerce

Learning Outcomes:

After learning this subject, the student will be able to understand:

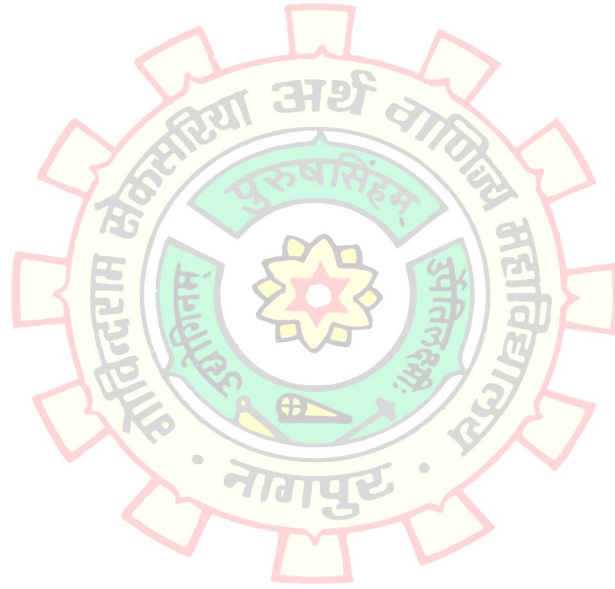
- i) Concepts of E-Commerce & E-Business
- ii) Basic requirements of E-Commerce.
- iii) Use of digital payment systems.

Unit	Content
I	E-Commerce: Introduction, Meaning, nature, concepts, advantages, disadvantages and reasons for transacting online, types of E- Commerce, e-commerce business models (introduction, key elements of a business model and categorizing major E-commerce business models), forces behind ecommerce. difference between conventional commerce and electronic commerce, classification of ecommerce- B2B, B2C, C2C, C2B, G2G, G2C, B2G sites, Technology used in E- commerce: The dynamics of world wide web and internet (meaning, evolution and features); Designing, building and launching e-commerce website (A systematic approach involving decisions regarding selection of hardware, software, outsourcing vs. in-house development of a website).
II	Laws applicable for E-Commerce Business: Overview of laws applicable on E-Commerce Business - Objective of IT Legislation in India, Cyber Law in India, Need for Cyber Law, Cyber Law awareness programs. IT Act, 2000 regulations for E-Commerce Business, FDI Policy regulations for E-Commerce Business, Digital signature, Electronic governance, Attribution, acknowledgement and dispatch of electronic records, Regulation of certifying authorities, Digital signatures certificates, Duties of subscribers, Penalties and adjudication, Appellate Tribunal, Offences and Cyber-crimes. Government Initiatives for cyber security -Cyber Swacchata
III	E-payment System: Models and methods of e-payments (Debit Card, Credit Card, Smart Cards, e-money), digital signatures (procedure, working and legal position), payment gateways, online banking (meaning, concepts, importance, electronic fund transfer, automated clearing house, automated ledger posting), risks involved in e- payments.
IV	On-line Business Transactions: Meaning, purpose, advantages and disadvantages of transacting online, E-commerce applications in various industries like {banking, insurance, payment of utility bills, online marketing, e-tailing (popularity, benefits, problems and features), online services (financial, travel and career), auctions, online portal, online learning, publishing and entertainment} Online shopping (amazon, Snapdeal, Alibaba, flipkart, etc.) E-Marketing: The scope of E-Marketing, Internet Marketing Techniques Case Studies of successful Online Business in India

Books Recommended:

1. **E-Commerce**, Kenneth C. Laudon and Carlo Guercio Traver, Pearson Education.
2. **E-commerce: Strategy, Technology and Applications**, David Whiteley, McGraw Hill Education.
3. **Electronic Commerce: Framework, Technology and Application**, Bharat Bhaskar, McGraw Hill Education, 4th Ed.
4. **E-Commerce: An Indian Perspective**, PT Joseph, PHI Learning.
5. **E-commerce**, KK Bajaj and Debjani Nag, McGraw Hill Education.
6. **E-Commerce**, TN Chhabra, Dhanpat Rai & Co.
7. **E-Commerce**, Sushila Madan, Taxmann.
8. **An Introduction to HTML**, TN Chhabra, Hem Chand Jain, and Aruna Jain, Dhanpat Rai & Co.
9. **Electronic Commerce**, Greenstein and Feinman (TMH).

10. **E-Commerce**, Bhushan Dean, S. Chand Publications.
11. **e-Security and You**, Sandeep Oberoi, Tata McGraw-Hill Publications.
12. **The Indian Cyber Law**, Vishwanathan Suresh T., Bharat Law House. Second Edition 2001.
13. **Law Relating to Information Technology (Cyber Laws)**. Prasad T.V.R. Satya, Asia Law House, 1st edition 2001.



SEMESTER V

Production Management (BCHDE 5.54)

Teaching Hours: 4	Total Credits: 4	Total Marks: 80	Group: Discipline Specific Elective
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Objectives: The subject aims at

- To introduce students with various techniques of production planning and management.
- To introduce students with various tools for material management

Learning Outcomes:

Students would be able to understand the dynamics of Production Management in an organisation.

Unit	Content
I	<p>An Introduction to Production/Operations Management</p> <ol style="list-style-type: none"> Meaning & Introduction to Production & Operations Management Scope of Operations Management, Scope of Production Management Capacity Planning, Types of Production systems and Operational/Short Term Decisions. Operations Strategy <ol style="list-style-type: none"> Product selection & Product selection Process, Product development & design–Form& functional Design, The comparison between Product Innovation & Process Innovation.
II	<p>Services</p> <ol style="list-style-type: none"> Meaning of Service & Intangibility of Service Customer’s view w.r.t. Service Comparison between Services & Goods. Non-inventor ability of services & Customer Involvement Service Matrix & Implications for Operations Policy Determinants of Service Quality
III	<p>Productivity</p> <ol style="list-style-type: none"> Introduction & Meaning of Productivity & Output The concepts of Inputs & Productivity Measures The concept of Multi Factor Productivity &Efficiency &Effectiveness Introduction to - <ol style="list-style-type: none"> Business Process Re-engineering (BPR) Benchmarking & its classification
IV	<p>Materials Management</p> <ol style="list-style-type: none"> Concept, Importance & Functions of Inventory Management Various Costs associated with Inventory The concepts of– E OQ & Safety/Buffer stock Classification of Materials– ABC, VED, FSN, SDE & HML Latest terminology in Inventory management –JIT& its philosophy, Kanban, POKA YOKE, KAIZEN. Concepts of Materials Requirement Planning (MRP), Master Production Schedule (MPS) & Bill of Materials (BOM).

Books Recommended:

- Production & Operations Management**, S. N. Chary, Tata Mc Graw Hill.
- Production & Operations Management**, Chunawala & Patel, Himalaya Publishing House.
- Production & Operations Management**, K. Ashwathappa & K. Shridhar Bhat, Himalaya Publishing House.
- Production & Operations Management**, Upendra Kachru, Excel Books.
- A Modern Approach To Operations Management**, Dr. Ram Naresh Roy, New Age International.
- Production and Operations Management**, Everette E. Adam, Jr. Ronald J. Ebert; Prentice Hall of India.
- Production and Operations Management**, N.G. Nair, Tata Mc. Graw Hill.
- Production and Operations Management** Panneerselvam R; Prentice Hall of India
- Operations Management** Shafer Scott M, John Wiley Publications.
- Succeeding in Project Driven Organizations**, Knutson Joan, John Wiley

SEMESTER V

Indian Banking & Insurance Systems (BCHGE 5.61)			
Teaching Hours: 4	Total Credits: 4	Total Marks: 80	Group: Generic Elective
<p>Objectives: This course aims at providing the understanding of basic principles followed in Banking and Insurance.</p>			
<p>Learning Outcome: After learning this subject, the student will be able to understand:</p> <ul style="list-style-type: none"> • Principles of borrowing and lending. • Internet banking. • Concepts of insurance. 			
Unit	Content		
I	<p>Introduction: Origin of banking: definition, banker and customer relationship, General and special types of customers, Types of deposits, Origin and growth of commercial banks in India. Financial Services offered by banks, changing role of commercial banks, types of banks.</p>		
II	<p>Bank Lending: Principles of sound lending, Secured vs. unsecured advances, Types of advances, Advances against various securities.</p>		
III	<p>Internet Banking: Meaning, Benefits, Home banking, Mobile banking, Virtual banking, E- payments, ATM Card/ Biometric card, Debit/Credit card, Smart card, NEFT, RTGS, ECS (credit/debit), E-money, Electronic purse, Digital cash.</p>		
IV	<p>Insurance: Basic concept of risk, Types of business risk, Assessment and transfer, Basic principles of utmost good faith, Indemnity, Economic function, Proximate cause, Subrogation and contribution, Types of insurance: Life and Non-life, Re-insurance, Risk and return relationship, Need for coordination. Power, functions and Role of IRDA, Online Insurance</p>		
Books Recommended:			
<ol style="list-style-type: none"> 1. Banking and Insurance, Agarwal, O.P., Himalaya Publishing House 2. Financial Services Banking and Insurance, Satyadevi, C., S.Chand 3. Practical and Law of Banking, Suneja, H.R., , Himalaya Publishing House 4. Elements of Banking Law, Chabra, T.N., Dhanpat Rai and Sons 5. Elements of Banking and Insurance, Jyotsna Sethi and Nishwan Bhatia, PHI Learning 			

SEMESTER V

Public Finance and Taxation (BCHGE 5.62)			
Teaching Hours: 4	Total Credits: 4	Total Marks: 80	Group: Generic Elective
Objectives:			
<ol style="list-style-type: none"> 1. To develop an understanding of public finance & effects of Government intervention on socio – economic welfare. 2. To develop an understanding of taxation in India. 3. To develop an understanding of Budget. 4. To create awareness regarding recent changes. 			
Learning Outcome:			
After learning this subject, the student will be able to:			
<ol style="list-style-type: none"> 1. To have conceptual clarity of public expenditure and revenue theories. 2. To apply the principle of optimal taxation in analysing various governments tax policies 3. Demonstrate administrative, political, and economic constraints to public finance reforms. 4. Develop budgeting and performance evaluation systems for public sector institutions 			
Unit	Content		
I	Introduction to Public Finance: Meaning, Concept, Nature & Scope of Public Finance. Importance of Public Finance. Tools of public finance. Principle of Maximum social advantage. Meaning, Role & Objectives of Budget.		
II	Components of Public Finance: Public Expenditure – Concept, Principles, Causes & Effects. Public Revenue- Concept, Sources, Role of Public Revenue in Developing Economy. Public Debts – Concept, types, objectives & effects Financial Administration, Overview of Recent Budget of India		
III	Introduction to Tax: Meaning of tax, concept of Direct & Indirect taxes, Constitutional powers to levy tax, Overview of Income Tax Law in India – components of Income tax law. Tax Reforms: Genesis of GST in India, Concept and Need of GST.		
IV	Taxation System: Canons of taxation Tax system in India – Progressive, Regressive and Proportional – Meaning, merits, demerits. Tendency of tax avoidance & tax evasion – its impact on public finance and its remedies. Recent tax reforms in India.		
Books Recommended:			
<ol style="list-style-type: none"> 1. Public Finance, S. N. Chand, Atlantic 2. Public Finance: Theory & Practice, Kumar & Mittal, Anmol Publishers 3. Public Finance, Rajesh Jha, Pearson 4. Public Finance, Harvey S. Rosen & Ted Gayer, McGraw Hill Education 5. Public Finance, Tyagi, Jai Prakash Nath Publishers 6. Students Guide to Income Tax, Vinod K. Singhania Publisher, Taxmann Publications Pvt. Ltd., New Delhi 7. Systematic Approach to Taxation, Dr. Girish Gupta, Dr. Ravi Ahuja, Bharat Publications 8. Students Handbook on Income Tax, T. N. Manoharan and G. R.Hari, Snow White Publications 9. Indirect Taxes – Law and Practice, V. S. Datey– Publisher, Taxmann Publications Pvt. Ltd, New Delhi 10. Students Guide to Indirect Taxes, CA Vineet Sodhani, Taxmann Publications 			

SEMESTER V

Econometrics (BCHGE 5.63)

Teaching Hours: 4

Total Credits: 4

Total Marks: 80

Group: Generic Elective

Objective:

The course is designed to equip students with basic econometric skills required for applied research in Economics.

Learning Outcome:

1. Students would be able to build clarity on application of statistical techniques to analyse and solve economic issues.
2. The students would build an attitude towards the applicability of statistical techniques to various economic issues to evolve with a concrete solution.

Unit	Content
I	Introduction Concept, Meaning and Definition; Methodology of Econometrics- Statement of Theory or Hypothesis, Specification of the Econometric Model of Consumption, Forecasting or Prediction, Use of the Model for Control or Policy Purposes. Types of Econometrics.
II	Classical Linear Regression Model Types of Data: Cross-Section, Time Series, Panel Data; Steps in Empirical Econometric Analysis; Concept of Sample Regression Function and Population Regression Function; Bivariate regression model, Relation between GDP and Stock market in India- Analysis with example
III	Estimation and Results Estimation of the SRF using OLS; Analysis of Variance; Coefficient of Determination R^2 ; Assumptions underlying Classical Linear Regression Model; Gauss Markov Theorem
IV	Multiple Linear Regression Model –I Interpretation of Partial Regression Coefficients; Interval Estimation and Hypothesis Testing. Research ethics –Plagiarism, Referencing

Books Recommended:

1. **Basic Econometrics**, Gujarati, Damodar N.; Porter, Dawn C. & Gunasekar, Sangeetha: (5th ed.) New Delhi. Tata Mcgraw Hill Education Private Limited, 2012.
2. **Introduction to econometrics**, Dougherty, Christopher: (4th ed.) New Delhi. Oxford University Press, 2011.
3. **Econometric models, techniques and applications**, Intriligator, Michael D.: New Delhi. Prentice-Hall Of India Private Limited, 1980.

SEMESTER V

Star-up and New Venture Management (BCHGE 5.64)

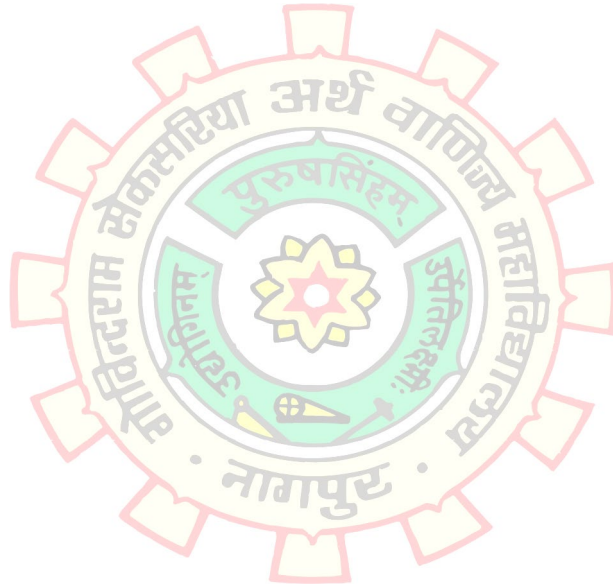
Teaching Hours: 4	Total Credits: 4	Total Marks: 80	Group: Generic Elective
Objectives: Venture by developing effective management skills and competencies to start a new business venture through various governmental support schemes and governmental training institutions.			
Learning Outcomes: After learning this subjects' students will be able to get an overview of competences needed to become an entrepreneur. This will also develop spirit of entrepreneurship among the students			
Unit	Content		
I	1.1 Concept and Definitions: Entrepreneur & Entrepreneurship, Entrepreneurship and Economic Development; 1.2 Entrepreneurial Competencies: Personality - Entrepreneurial Skills: creativity, problem solving, decision Making, risk-taking behaviour, technology backup. 1.3 Factor Affecting Entrepreneurial Growth: Economic, Non-Economic Factors; EDP Programmes; Entrepreneurial Training; 1.4 Qualities of an Entrepreneurs: Manager Vs. Entrepreneur, The Early Career Dilemmas of an Entrepreneur, Defining Survival and Success, Entrepreneurship as a Style of Management 1.5 Steps of entrepreneurial process: Deciding, Developing, Moving, Managing, Recognizing		
II	2.1 Opportunity / Identification and Product Selection: Entrepreneurial Opportunity Search and Identification; 2.2 Product Selection: Criteria to Select a Product 2.3 Conducting Feasibility Studies: Project Finalization; Sources of Information. 2.4 Entry strategies: New product, Franchising, Sponsorship & Acquisition.		
III	3.1 Small Enterprises and Enterprise Launching Formalities: Definition of Small Scale; Rationale; Objective; Scope; Role of SME in Economic 59 Development of India; SME; Registration; NOC from Pollution Board; Machinery and Equipment Selection. 3.2 Project Report Preparation: Specimen of Project Report; Project Planning and Scheduling using Networking Techniques of PERT / CPM; Methods of Project Appraisal - economic viability and market feasibility, requirements of financial institutions, projected financial statement preparation.		
IV	4.1 Role of Support Institutions and Management of Small Business: Director of Industries; DIC; SIDO; SIDBI; Small Industries Development Corporation (SIDC); SISI; NSIC; NISBUED; State Financial Corporation SFC; Information: assistance from different organizations in setting up a new venture, technology parks, industrial corporations, directorate of industries / cottage and small-scale industries, SISI, Khadi & Village Industries Corporation / Board. DGS & DNSIC, how to apply for assistance procedure, forms, procedures for obtaining contract from Railways, Defense, P & T etc. SIDBI. 4.2 Laws: Liabilities under the Factories Act, Shops & Establishment Act, Industrial Employment (Standing Orders) Act, Environment Protection Act, Sale of Goods Act, maintenance & submission of statutory records & returns, Understanding labour - management relationship.		
Books Recommended:			
<ol style="list-style-type: none"> Agri Business Management, Himanshu. Jaipur, Ritu Publications Jaipur. Encyclopaedia of Agricultural Marketing: Marketing of Farm Inputs Seed, Jagdish Prasad, Fertilizer and Irrigation, Vo. IX, www.vedamsbooks.com/ Livestock Feeding Strategies for Dry Regions/edited by P.S. Pathak and S.S. Kundu, www.indianbooksandperiodicals.com Food Processing and Preservation, Neelam Khetarpaul, www.astralint.com Fruit Production- Problems and Solutions, R.R. Sharma, www.indianbooksandperiodicals.com Emerging Trends in Post-Harvest Processing and Utilization of Plant Foods, Neelam Khetarpaul, R.B. Grewal, Sudesh Jood and Umaid Singh, api.champagnetravel.com. Rural Marketing, Pradeep Kashyap, Pearson Education. 			

SEMESTER VI

International Finance (BCHC 6.1)			
Teaching Hours: 4	Total Credits: 4	Total Marks: 80	Group: Core
Objectives: a. To familiarize students with international financial transactions and Operational aspects of foreign exchange markets. b. To focus on forex market participants, exchange rates determination, international arbitrage, foreign exchange risks and its management and international capital market. c. To enable students to understand the crux of international financial market.			
Learning Outcomes: 1. Understand the overview of international financial environment and international financial transactions 2. Understand foreign exchange market and its participants and international monetary standards: Gold standards 3. Understand overview of trading in foreign Exchange 4. Understand evolution and development of foreign market in India.			
Unit	Content		
I	International Financial Environment 1. Global Economy - A Historical Perspective 2. Financial Globalization- The Missing Link - Experiences from India 3. Openness of Indian Economy 4. Indicators of Openness of Indian Economy International Financial Transaction 1. International Financial Transactions 2. Balance of Payments: Meaning & Structure		
II	Foreign Exchange Market: Market Participants <ul style="list-style-type: none"> • Forex Market participants • Banks and financial institutions • Merchants • Other customers • Speculators and hedgers • Central banks • Forex Dealers/market makers and brokers • Forex Trading and SWIFT • Robots and forex trading International Monetary Standard: Gold Standard <ul style="list-style-type: none"> • Gold Standard - A Historical Perspective • The Mint Par Parity Theory • Operational Aspect of Gold Standard 		
III	Foreign Exchange Market: An Introduction <ul style="list-style-type: none"> • Forex trading volume • Forex trading locations • Details about major traded currencies • Evolution of foreign exchange market and foreign exchange System • Brief introduction to currency systems 		
IV	Foreign Exchange Market in India <ul style="list-style-type: none"> • Forex market in India • Forex market in India: A historical perspective • FERA Vs. FEMA • Pre-liberalization exchange rate regime in India and Hawala market • Brief introduction to currency convertibility in current and capital account. 		

Books Recommended:

1. **International Financial Management, P. G. Apte, TMH Publication, 4th Ed.**
2. **International Finance Management, Eun &Resnick, TMH Publication, 4th Ed.**
3. **International Finance Management - 2, Jeff Madura, Thomson Publication, 7th Ed.**
4. **Multinational Business Finance, David Keiteman, Arthur I Stonehill, Michael HM offett, Alok Pandey, Pearson Publication, 10th Ed.**
5. **Multinational Financial Management, Alan C. Shapiro, Wiley India, 8th Ed.**



SEMESTER VI

Auditing & Corporate Governance (BCHC 6.2)			
Teaching Hours: 4	Total Credits: 4	Total Marks: 80	Group: Core
<p>Objectives: To imbibe the knowledge of Corporate Governance and good governance practices to the students. It will help the students in better understanding of Corporate World and its outcome based ethical business practices.</p>			
<p>Learning Outcomes: After learning this subject, the student will be able to understand:</p> <ol style="list-style-type: none"> 1. Mechanisms of Corporate Governance. 2. Role of Board of Directors in Corporate Governance 3. Corporate Governance in Indian context. 			
Unit	Content		
I	<p>Introduction: Definition of audit, Objectives and Advantages of auditing, Basic principles of auditing, Types or Classification of auditing, Techniques of Auditing. Internal control system – Features, Objectives, Advantages & Disadvantages. Internal check – Fundamental Principles & Advantages. Internal audit – Need and function of internal auditing. Audit Plan & documentation of audit plan. Audit programme & constructing an audit programme, Audit evidence</p>		
II	<p>Company Audit: Qualification, Disqualification, Appointment & Removal of auditors. Ceiling on number of audits, rights, powers & duties of a company auditor, remuneration of auditor, Audit Committee. Civil liabilities of an auditor, professional negligence. Introduction to Standards on Auditing - Standards on Auditing: 230, 500, 580, 501, 315, 320</p>		
III	<p>Audit Reports Introduction and Basic elements of an auditor's report, Form of opinion (Modified, Unmodified, Qualified, Adverse and Disclaimer of opinion) and basis for opinion, . Companies (Auditor's Report) Order, 2020 Introduction to CARO 2020, Applicability of CARO 2020, Overview of reporting requirement under CARO 2020 Audit of Banks - Understanding of accounting system in Banks, Audit Approach, Audit of Revenue items, Special Consideration in Bank Audit with emphasis on Advances and NPAs.</p>		
IV	<p>Perspectives on Corporate Governance: Theoretical background, Objectives of Corporate Governance, Features of Corporate Governance, Advantages of good corporate governance. Corporate Governance Code and Principles of Corporate Governance. Theories of Corporate Governance. Control model of governance chain. Corporate Governance in India. Ethical Corporate Governance, SEBI Guidelines on Governance. Cases of Good Governance in Indian Companies. Best Practices at Infosys and Sony Ltd. Cases of Financial Scams and White Crimes in Indian Corporate Houses, Legislations and Regulations.</p>		
<p>Books Recommended:</p> <ol style="list-style-type: none"> 1. Corporate Governance, Inderjit Dube, Lexis Nexis Butterworths Publications. 2. Corporate Governance, Sanjiv Agarwal, Concept & Dimensions; Snow white Publications. 3. Law of Corporate Governance: Principles and Perspective, K R Sampath, Snow white Publications. 4. Corporate Governance and Stewardship, N Balasubramanian, Tata McGraw Hill 5. Business Ethics and Value System, H C Mruthyunjaya, PHI. 			

SEMESTER VI

Indirect Taxes (BCHC 6.3)

Teaching Hours: 4	Total Credits: 4	Total Marks: 80	Group: Core
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Objectives:

After studying this paper, the student will be able to –

1. know the various provisions relating to Goods and Service Tax Law
2. understand the basic concepts of the Income Tax Act 1961 and get the elementary knowledge of scheme of taxation in India
3. Compute Income and Tax of an Individual assessee under the Act.

Learning Outcomes:

After learning this subject, the student will be able to understand:

- i) Concept of Indirect Taxes and GST
- ii) Laws of Customs
- iii) Foreign Trade Policy

Unit	Content
I	<p>Concept of Indirect Taxes</p> <p>a) Concept and Features of Indirect Taxes, b) Principal Indirect taxes</p>
II	<p>Goods and Service Tax (GST) Laws</p> <p>a) GST Laws: An introduction including Constitutional aspects</p> <p>b) Levy and Collection of CGST and IGST</p> <p> a. Application of CGST/IGST Law</p> <p> b. Concept of Supply including composite and mixed supplies</p> <p> c. Charge of tax</p> <p> d. Exemption of Tax</p> <p> e. Composition Levy</p> <p>c) Basic concepts of time and value of supply</p> <p>d) Input Credit Tax</p> <p>e) Computation of GST Liability</p> <p>f) Registration</p> <p>g) Tax invoice; Credit and Debit Notes; Electronic waybill</p> <p>h) Accounts and records</p> <p>i) Returns</p> <p>j) Payment of Tax including reverse charge</p> <p>k) Refund</p>
III	<p>Customs and Foreign Trade Policy (FTP)</p> <p>Customs Law as contained in the Customs Act, 1962 and the Customs Tariff Act, 1972</p> <p>a) Introduction to Customs Law including Constitutional aspects</p> <p>b) Types of Custom duties</p> <p>c) Classification and valuation of imported and exported Goods</p> <p>d) Officers of customs; appointment of customs ports, airports etc.</p> <p>e) Levy and exemptions from customs duties – application of customs law, taxable event, charge of customs duty, exceptions to levy customs duty, exemptions from customs duty.</p> <p>f) Import Export Procedures – including baggage, goods imported and exported by post, stores</p>
IV	<p>Foreign Trade Policy to the extent relevant to the indirect tax laws</p> <p>a) Introduction to FTP – legislation governing FTP, salient features of FTP, administration of FTP, contents of FTP and other related provisions</p> <p>b) Basic concepts related to import export of goods</p> <p>c) Basic concepts relating to export promotion schemes provided under FTP.</p>

Books Recommended:

1. **Indirect Taxes – Law and Practice**, V. S. Datey, Taxmann Publications Pvt. Ltd., New Delhi.
2. **Students Guide to Indirect Taxes**, CA Vineet Sodhani, Taxmann Publications.
3. **Taxation (Indirect Taxes)**, ICAI CA-Intermediate Study Material

SEMESTER VI

Business Research Methodology (BCHC 6.4)

Teaching Hours: 4	Total Credits: 4	Total Marks: 80	Group: Core
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Objectives:

1. To understand the basic concepts and approaches involved in conducting research
2. To understand and apply the various statistical tools and processes in practical research situations

Learning Outcomes:

1. Students will be able to learn about fundamentals of conducting a good research.
2. Students will be able to learn how to write and present a good Research Report.

Unit	Content
I	Introduction - Meaning, Objectives and Types of research, Research Approach, Research Process, Defining research problem, problem identification process, Formulation of research hypothesis. Procedure for hypothesis testing; Communication and presentation of research, Types of research reports, formulation, Layout, format and guidelines for effective report.
II	Research Design - Features of good Design, Types of Research Design – exploratory, descriptive, experimental, Research design process, Classification of research designs – exploratory, secondary source analysis and descriptive; Basic principles of experimental Design, Causality, Validity in experimentation, factors affecting internal and external validity of experiment Classifications of experimental designs– pre, quasi, true and statistical designs
III	Data Collection: Primary and secondary data, Data collection methods – observation, interview, schedules, focus group, personal interview method, projective techniques – sentence completion, word association, story completion, verbal projection tests, Pictorial techniques; play techniques, quizzes, tests and examinations, Socio-metric analysis, Content analysis.
IV	Scaling and Questionnaire design: Introduction, types of measurement scales, classification of scales, Scaling and scale construction technique. Measurement error criteria for good measurement Criteria for questionnaire design, types of questionnaires, design procedure, types of questions, structure of questionnaire, physical characteristics, pilot testing, administering the questionnaire, reliability and validity of questionnaire, E questionnaire – salient features.

Books Recommended:

1. **Business Research Methods**, Zikmund, Thomson Learning Books
2. **Marketing Research**, G C Beri third edition McGraw Hill
3. **Research Methods in Behavioural Science**, Dwivedi –Macmillan
4. **Management Research**, Bennet, Roger: ILO, 1993
5. **Exploring Research**, Salkind, Neil J.: Prentice – Hall, 1997
6. **Research Methodology: Concepts and Cases**, Dr. Deepak Chawla & Dr. Neena Sondhi, Vikas Publications

SEMESTER VI

Financial Laws (BCHDE 6.51)

Teaching Hours: 4	Total Credits: 4	Total Marks: 80	Group: Discipline Specific Elective
Objectives: 1. To introduce to the students' various financial institutions and laws governing them. 2. To make students aware of various provisions of the laws related to financial activities in India, and also to make them able to handle work in financial Institutions.			
Learning Outcomes: Students will be able to understand various provisions of laws related to financial and money market instruments.			
Unit	Content		
I	Indian Financial System - an overview: Indian financial system, concept, role, importance, financial institutions. Role and importance of Traditional Institutions- Savkar, Zamindars: Merits & drawbacks. Need of Legal financial system.		
II	Banking Laws: Concept, importance, need, different kinds of banks: Commercial banks, Central bank and their functions, Multi-functional banks, Credit creation by bank, types of services by bank. Credit co-operative society: concept, role & importance. Controls by government and its agencies: on management, on accounts and audit, Lending, Credit policy, Reconstruction and reorganization, Suspension and winding up. Contract between banker and customer: rights and duties. Silent features of FEMA. Reforms in Indian Banking Law: Recommendations of committees.		
III	Insurance Laws: Principles of insurance law, features of insurance companies, insurer interest and insurer security, Role, importance, types of insurance: life, crop, livestock and social services provided by Insurance companies. Procedure of registration of insurance company. Functions of insurance company, role of insurance company in securing better life for the peoples. Insurance intermediaries. Govt. insurance policy, its merits and demerits.		
IV	Regulatory Authorities: Govt., RBI: role, functions, IRDA: role & functions, NABARD: purpose, achievements, IDBI, ICICI,		
Books Recommended:			
1) Indian Financial System , Bharti Pathak, Pearson Publication, 5e 2) Indian Banking , S. Chand, Latest Edition 3) Banking Laws and Practice , S Chand, Latest Edition 4) Banking Law Practice in India , M L Tannan, Lexis Nexis Edition, 29 th Edition 5) Insurance Laws , Gaurav Varshney, Lexis Nexis Edition. 6) Indian Legal System , Singhal Law Publications 7) Money, Baking and International Trade , Public Finance, D. M. Mithani, Himalaya Publications House, Latest Edition 8) Financial Laws , Thorat and Suryavanshi, Nirali Prakashan, Latest Edition.			

SEMESTER VI

Brand Management (BCHDE 6.52)			
Teaching Hours: 4	Total Credits: 4	Total Marks: 80	Group: Discipline Specific Elective
Objectives: To develop an understanding of the concepts involved in Brand Management.			
Learning Outcomes: To develop an understanding of the concepts involved in Integrated Marketing Communication.			
Unit	Content		
I	Brand and Brand Equity - What is a brand?; Why do brands matter?; Can everything be branded?; What are the strongest brands?; Branding challenges and opportunities; The brand equity concept; Strategic brand management process; Customer based brand equity ; Measuring Brand Equity.		
II	Making a brand strong: Brand Knowledge; Sources of brand equity; Building a strong brand: The four steps of brand building; Creating customer value; Defining and establishing brand mantras; Internal branding; Brand Audits.		
III	Choosing brand elements to build brand equity; Developing a brand equity measurement and managing system - The brand value chain; Establishing Brand Positioning.		
IV	Designing brand tracking studies; Designing and implementing branding strategies - Brand architecture – Brand hierarchy - Designing branding strategy; Global Brand Strategy.		
Books Recommended:			
<ol style="list-style-type: none"> 1. Consumer Behaviour, Schiffman, Kanuk & Kumar 2. Consumer Behaviour & Branding, Kumar 3. Integrated Advertising, Promotion & Marketing Communications, Clow & Baack 4. Advertising, Jafkins 5. Advertising Management, R Batra, J Myers, D Aaker 			



SEMESTER VI

GST and Customs (BCHDE 6.53)

Teaching Hours: 4	Total Credits: 4	Total Marks: 80	Group: Discipline Specific Elective
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Objectives: Equips the students to be aware of the latest trends in the Project Financing and give a broader view to subject both on a National & Global prospective. Thus, encouraging them to become Project managers in the future.

Learning Outcomes:

After learning this subject, the student will be able to understand:

- i) The concept of charge and levy of Goods and Service Tax
- ii) The concept of supply and computation of tax liability of Goods and Service Tax.
- iii) The concepts of custom duty, import and export of goods

Unit	Content
I	<p>Introduction to GST: Constitutional Background of GST; GST Network (GSTN); GST online portal.</p> <p>Registration: Procedure of registration; Procedure for making application of registration; Procedure of verification of application and its approval; Physical verification of business premises; Procedure for issuance of registration certificate; Suo Motu Registration; Method of authentication; Assignment of unique identity number to certain special entities; Deemed Registration; Amendment of Registration; Cancellation or suspension of Registration.</p>
II	<p>Concept of Taxable Supply; Exempt Supply; Non-taxable Supply; Inward supply; Outward Supply; inter-State and Intra-State supplies; Zero-rated supplies; Taxability of mixed and composite supply.</p> <p>Place of Supply: Need for determination of place of supply; Place of supply of goods in domestic transactions i.e. within India; Place of Supply of Services: General provisions [Section 12(1) and (2)]</p> <p>Time of Supply: Time of supply of goods under forward charge; Time of supply of services under forward Charge; change in the rate of tax in respect of supply of goods or services.</p> <p>Taxable Supply: Value of Taxable Supply; Inclusions in the value of supply; Exclusions in the value of supply; Computation of value of taxable supply.</p>
III	<p>Input Tax Credit: Concept of Input Tax Credit; Eligibility and conditions for availing Input Tax Credit; Time limit for availing of ITC, Reversal of Input Tax credit in case of non-payment of consideration; Case studies on input tax credit eligibility; Tax liability for Goods in transit.</p> <p>Accounts & Records: Accounts and other records; E-Records, Records prescribed by the Rules; Period of retention of accounts; Manner of maintaining accounts; Procedure of Generation and maintenance of electronic records; Invoice; Credit Note and Debit Note.</p> <p>GST Returns:</p> <p>Returns and due dates for filing GSTR-1, GSTR-3B, GSTR-4 and GST CMP-08; Procedure of e-filing of GST Returns GSTR-1, GSTR-3B, GSTR-4 and GST CMP-08.</p>
IV	<p>Payment of Tax, TDS and TCS:</p> <p>Manner of payment of tax, interest, penalty and other amounts [Section 49]; Electronic Cash Ledger; Electronics Credit Ledger; Electronic Liability Ledger; Concept of Common Portal Identification Number (CPIN), Challan Identification Number (CIN), Bank Reference Number (BRN), Electronic Focal Point Branch (E- FPB); Interest on delayed payment of tax; Concept of Tax deduction at source (TDS) and Tax Collection at Source (TCS); Difference between TDS and TCS; Due dates of payment of GST; Process of Online Payment of GST through Challans.</p>

Books Recommended:

1. **Indirect Taxes – Law and Practice**, V. S. Datey– Publisher, Taxmann Publications Pvt. Ltd, New Delhi.
2. **Students Guide to Indirect Taxes**, Written by CA Vineet Sodhani, Taxmann Publications.

SEMESTER VI

Service Sector Management (BCHDE 6.54)			
Teaching Hours: 4	Total Credits: 4	Total Marks: 80	Group: Discipline Specific Elective
Objectives: To develop conceptual understanding of Service Sector and its practical application.			
Learning Outcomes: Student will be able to understand the various concepts in the field of service sector management related to services like Banking, Finance, Insurance, Hospitality, Health care, etc and the ability to develop the skills for applying these concepts for better management.			
Unit	Content		
I	Introduction to Service Sector Management: Nature, Concept, Scope & Trends, Importance classification of services, Forms of Service Sector and Their Management Aviation Industry, Transportation Industry, Hospital Management, Housing and Construction, Hospitality, BPO, KPO Industry and their management and benefits to modern business, Changing face of these service sectors with technological advancements.		
II	IT and Banking & Insurance sector: Overview of IT industry and its trends, role and importance of ITES, Innovations, Challenges and opportunity in ITES sector, Future of IT industry in India, Banking and Insurance sector, Importance of Banking and Insurance Industry in services sector, challenges and opportunities in financial sectors like banking, insurance and AMC's.		
III	Services Quality Management: Development of Quality Management in services sector, Customer Service, Customer focused marketing, The Marketing Concept, Logistics as a Core Strategic Competency, Customer Service Capability, Availability, Operational Performance, Reliability, Value added services, Customer Focused Services, Promotion-Focused Services, Manufacturing-Focused Services, Time Focused Services. Basic Service Customer Satisfaction, Cost-Effectiveness, Market Access. Market Extension, Market Creation.		
IV	Distribution and advertising in service industry: Planning and managing service delivery Challenges in distribution of services, advertising and sales promotion in service industry creating delivery systems in price, cyberspace and time, The nature of Service Consumption, Understanding customer's needs and Expectations, Monitoring & measuring customer satisfaction. Utilization of funds in different services sector, Requirement of finances in service sector, Utilization of financial resources in services sector, Government's reforms in various services sector.		
Books Recommended:			
<ol style="list-style-type: none"> 1. Service Sector Management, Sanjay Patnakar, Himalaya. 2. Managing Services, Christopher H. Lovelock, Prentice Hall. 3. Total Quality Management, JE Ross, Prentice Hall 4. Total Quality Management, DH Besterfield, CB Michna: Prentice Hall 5. Services Marketing, Ravi Shankar, TMH 6. Services Marketing, S M Jha; Himalaya Publishing House. 7. Strategic services Management, Boyle, Pergamon Pub. 8. 8.Services marketing and Management, Balaji, A.H. Wheeler. 			

SEMESTER VI

Gandhian Economics (BCHOE 6.61)			
Teaching Hours: 4	Total Credits: 4	Total Marks: 80	Group: Open Elective
Objectives:			
<ol style="list-style-type: none"> To familiarize the students with the application of Gandhiji's principles and value in economics. To imbibe the teaching and thoughts of Gandhiji that are applicable to present day economic and financial aspect in overall economy. 			
Learning Outcome:			
<ol style="list-style-type: none"> Students would be acquainted with the understanding about the various aspects of socio- economic principles of Gandhian ideology related to economics Students would be able to understand the implications of Gandhian ideology with respect to Economics 			
Unit	Content		
I	Introduction & basic concepts underlying Gandhian Thought, Truth, Non-violence and purity of ends and means. Fundamental Principles of Gandhian Economic thought. Labour capital relations, Theory of trusteeship, use of local energy sources. Gandhi's views on distribution of wealth. Concept of Economic Equality. Economic problems of India, Welfare Economics. Gandhi's thoughts on Women Empowerment-Concept; Role		
II	Gandhian Concept of Rural Economic development, Role of Co-operative Sector in Rural Development, Micro planning and Village Swaraj, Community Development, Concept of Self-sufficient Villages through local industries development, Economics of Khadi and Small-Scale Industries Development, Agricultural Sector Reforms, Economic Reconstruction of Villages. Rural Economic development in India-Constraints, Remedies		
III	Swadeshi Economic Pattern And Sarvodaya Economics; Decentralization and its present relevance; Economics ideas of Gandhi; Gandhian theory and Business Ethics; Social Responsibility of Corporates; Economics and Ethics; Relevance of Gandhian Economic Thought in Indian and Global Content.		
IV	Ethical Man vs Economic Man; Simplicity of Life and Limitation of wants; Use of Appropriate Technology; and Alternative Development; Sustainable Development. Importance and Co-operation in Economic Development; Economic Value Based Approach.		
Books Recommended:			
<ol style="list-style-type: none"> "Foundations and Gandhian Thought", Mahajan P. M. and Bhakti K. S. – Dattson, Nagpur "Gandhian Economics: A Human Approach", Sharma R: Deep & Deep Publishers, New Delhi "A Critical Study of Gandhian Economic Thought", Jha S. N.: Agra Publication. Gandhi M.K.: "The Story of my Experiments with Truth", Navjeevan Publishing House, Ahmedabad. 			

SEMESTER VI

Introduction to Public Administration (BCHOE 6.62)			
Teaching Hours: 4	Total Credits: 4	Total Marks: 80	Group: Open Elective
Objectives:			
<ol style="list-style-type: none"> 1. To introduce to the students three types of administration in India Democratic Republic. 2. To acquaint students of principles of administration. 3. To acquaint the students the scalar chain applicable in Indian Government. 			
Learning Outcome:			
After learning this subject, the student will be able to understand:			
<ol style="list-style-type: none"> 1. Functioning of Public Administrative Authorities 2. The Concept of Democratic Governance. 3. Functioning of Parliament. 			
Unit	Content		
I	Meaning, Nature, Scope and Significance of Public Administration; Public and Private Administration; Indianization of public services, Central, State and Local Government		
II	Constitutional framework of government: Salient features and value premises; Constitutionalism; Political culture; Bureaucracy and democracy; Fundamental rights and duties; Directive principles of State policy.		
III	Public administration and governance: government and governance; Good Governance-concept, evolution and applications; Democratic Governance-concept and contextualization; E-Governance and M- Governance.		
IV	Union Government and Administration: Executive, Parliament, Judiciary- structure, functions, work processes; The Prime Minister's Office; Central Secretariat; Ministries and Departments.		
Books Recommended:			
<ol style="list-style-type: none"> 1. Indian Public Administration: Institutions and Issues, Ramesh K Arora and Rajani Goyal: Vishwa Prakashan, New Delhi, 1996. 2. From Government to Governance, Kuldeep Mathur: National Book Trust, New Delhi, 2010. 3. Indian Administration, Hoshiar Singh: Kitab Mahal, New Delhi, 2004. 4. Indian Administration, S.R. Maheshwari: Orient Longman, Delhi, 2005. 5. Public Administration in India, S.R. Maheshwari: Oxford University Press New Delhi, 2005. 6. Public Administration in India, Padma Ramchandran: National Book Trust, New Delhi, 2006. 7. Indian Administration, Ashok Chanda: George Allen & Unwin, London, 1958. 8. State Governments in India, S.R. Maheshwari: Orient Longman, Delhi, 2005. 9. Agenda for Improving Governance, Bibek Debroy (ed.): New Delhi, Academic Foundation, New Delhi, 2004. 10. Public Institutions in India, Devesh Kapur and Pratap Bhanu Mehta (eds.): OUP, New Delhi, 2005. 11. District Administration in India, M.I. Khan: Anmol Publication, New Delhi, 1997. 12. Indian Administration-Politics, Policies and Prospects Kamala Prasad:, Pearson Education, New Delhi, 2000. 13. Bharatiya Prashashan, K. R. Bang: Vidya Books, Aurangabad, 2004. (Marathi) 14. Bharatiya Prashashan, Satish Dandge: Chinmay Prakashan, Aurangabad, 2007. (Marathi) 15. Prashashanache Pailu, Vol. I and II, Mahav Godbole: Shreevidya Prakashan, Pune, 1999 and 2000. (Marathi) 16. Bhartiya Prashasanachi Roopresha, Shyamsunder Waghmare and others: Rajmudra Prakashan, Latur, 2008. (Marathi) 			

SEMESTER VI

Intellectual Property Rights (BCHOE 6.63)			
Teaching Hours: 4	Total Credits: 4	Total Marks: 80	Group: Open Elective
Objectives:			
<ol style="list-style-type: none"> 1. To introduce fundamental aspects of intellectual property rights to students who are going to play major role in developing and management of innovative project in industries. 2. To aware students about the procedure of registration and protection of intellectual property rights such as trademarks, copyrights, patents and designs etc. 3. To aware students about the practice aspects of registration of intellectual property in order to protect their research work and get it registered under regulations of IPR. 			
Learning Outcome:			
After learning this subject, the student will be able to understand:			
<ol style="list-style-type: none"> 1. The concept of Intellectual Property Rights. 2. Functioning of Patents. 3. Concepts of Copyright and Trademarks 			
Unit	Content		
I	Overview of Intellectual Property: Introduction of IPR, Need for intellectual property right (IPR), IPR in India – Genesis and Development IPR in abroad, Case Study		
II	Patents: Need for patent, Macro-economic impact of the patent system, Classification of patents in India, Classification of patents by WIPO, Categories of Patent, Special Patents, Patenting Biological products, Patent document, Granting of patent, Rights of a patent, Patent Searching, Patent Drafting, filing of a patent, different layers of the international patent system, Utility models, Case Study		
III	Copyrights Overview of Copyright, Importance of Copyrights, Process for copyright, Related rights, case study.		
IV	Trademark Overview of Trademarks & Trade Secret, Importance of Trademarks & Trade secret, Rights of Trademark & Trade Secret, Types of Trademarks, Registration process for Trademark & Trade Secret, Duration of Trademark and trade secret, Case Study		
Books Recommended:			
<ol style="list-style-type: none"> 1. Indian Patents Law – Legal & Business Implications, Ajit Parulekar and Sarita D' Souza, Macmillan India Ltd., 2006 2. Law Relating to Patents, Trademarks, Copyright, Designs & Geographical Indications, B. L. Wadehra; Universal law Publishing Pvt. Ltd., India 2000 3. Law of Copyright and Industrial Designs, P. Narayanan; Eastern law House, Delhi, 2010. 4. Handbook of Indian Patent Law and Practice, Subbaram N. R., S. Viswanathan, Printers and Publishers Pvt. Ltd., 1998. 			

SEMESTER VI

Cyber Laws (BCHOE 6.64)

Teaching Hours: 4

Total Credits: 4

Total Marks: 80

Group: Open Elective

Objectives:

1. This is an introduction to cyber law as is the need of the time.
2. To make students aware of need, effect of the cyber law.
3. To imbibe the importance of cyber law and its provisions while handling electronic gadgets.

Learning Outcome:

After learning this subject student will be able to demonstrate a critical understanding of the cyber laws with respect to Indian Information Technology Act 2008.

Unit	Content
I	Introduction: Computers, Areas of Application. Computers and its components. Application Software and System Software. Basics of Networks and internet, Types of Network, Definition of Cyber Security. Search Engines, E –mails and WWW; Internetworking Devices, Internet Service provider, IP Address, Working of Email system. Cryptography, type, goals, PKI. Digital signatures and electronic signatures, Electronic Payment System.
II	Cyber Security: Types of Attacks, Network Security, Overview of Security threats, Hacking Techniques, Password cracking, Malicious code, Email security: web authentication, SSL and SET. Database Security, Operating System Security. E – commerce & M – commerce System Security.
III	Cyber Crime: Cyber Forensic and Computer Crimes and types. Crimes targeting Computers: Definition of Cyber Crime & Computer related Crimes, Classification & Differentiation between traditional crime and cyber crimes: (a) Data Theft, (b) Hacking, (c) Spreading Virus & Worms, (d) Phishing, (e) Cyber Stalking / Bullying, (f) Identity Theft & Impersonation, (g) Credit card & Online Banking Frauds, (h) Cyber Defamation, Defacement, (i) Illegal online selling & Gambling, (j) Cyber terrorism (k) Software Piracy & illegal downloading. Reasons for Cyber Crimes. Cyber Criminal Mode and Manner of Committing Cyber Crime. Prevention of Cyber Crimes & Frauds Critical analysis & loop holes of The IT Act,
IV	Laws in India and e-commerce: Salient features of the IT Act, 2000, various authorities under IT Act and their powers; Penalties & Offences, amendments. Jurisdiction issues under IT Act, 2000. E – commerce: (a) Digital / Electronic Signature in Indian Laws, (b) E – Commerce; Issues and provisions in Indian Law, (c) E – Governance; concept and practicality in India, (d) E – Taxation issues in Cyberspace, (e) E – Contracts and its validity in India, (f) Cyber Tribunal & Appellate Tribunal, (g) Cyber Regulations.

Books Recommended:

1. **Cyber Law & Cyber Crimes**, Advocate Prashant Mali; Snow White publications, Mumbai
2. **Cyber Law in India**, Farooq Ahmad; Pioneer Books
3. **Information Technology Law and Practice**, Vakul Sharma; Universal Law Publishing Co. Pvt. Ltd.
4. **The Indian Cyber Law**, Suresh T. Vishwanathan; Bharat Law House New Delhi
5. **Guide to Cyber and E – Commerce Laws**, P.M. Bukshi and R.K. Suri; Bharat Law House, New Delhi
6. **Guide to Cyber Laws**, Rodney D. Ryder; Wadhwa and Company, Nagpur
7. **The Information Technology Act, 2000; Bare Act** – Professional Book Publishers, New Delhi

SEMESTER VI

Internships/Live Project Work/Case Study (BCHPR 6.7)			
Teaching Hours: 4	Total Credits: 4	Total Marks: 80	Group: Project
Objectives:			
Learning Outcome: Internship programme will help students to learn the actual work in the industry with practical knowledge in different fields in which they can excel. This programme will help them have their hands on training which will enhance their employability factor.			

