

Name of Course: B.Com. (CA) (Major in Computer Application)

Semester – I

Programming in C & C++ (BCCA 1.1)			
Teaching Hours: 60 (Theory + Practical)	Total Credits: 4	Total Marks: 40 + 30 + 30 = 100	Group: Major Core
Objectives: 1. To provide the students an understanding of basic concepts of the programming language. 2. To make the students familiar with the Procedure Oriented and Object-Oriented Programming Concepts.			
Learning Outcome: 1. The students will be able to understand the basic concepts of control statements, Looping statements and array by learning of C and C++ languages. 2. Student would easily learn the concepts of Structure, Class and File Handling.			
Unit	Content		
I	Introduction to C Language, Development Tools: Algorithm & Flowchart C Tokens: Data Types- Variables, Operators, Character Set, Identifiers and keywords, Constants-Primary constant & Secondary Constant, C Operators, Type Conversion, Escape sequences, Writing a Program in C: Variable declaration, Simple Input and Output Statements. Control Statements: Conditional Expressions, Loop Statements, Breaking control statements. Arrays: Arrays and Functions, Multidimensional, Array, Character Array.		
II	Function and Program Structures: Defining a Function, Return Statement, Types of Functions, Actual & Formal Arguments Recursive Function. Storage Class: Automatic, Register, Static, External Storage Class. Pointers: Pointer and Functions, Pointers and Arrays, Pointer and Strings, Pointers to Pointers, Pre-processors, Macros, Structures and Union		
III	Basic concepts of OOPS, Comparison of PPL & OOP, Classes and Object:- Structure and Class, Scope resolution Operator, Manipulator, Functions in C++:- Function Prototyping, Special Member Functions:- Constructor, Destructor, Inline Function, Friend Function, Dynamic Memory Allocation, This Pointer Inheritance: - Types, Virtual Base Class, Abstract Class.		
IV	Polymorphism and Virtual Functions: - Early Binding, Late Binding, Virtual Function, Pure Virtual Function. Overloading function and Operator: - Function Overloading, Operator Overloading, Overloading Binary operator using Friend Function. Data File Operations: Input/output Functions, Opening and Closing of files, Simple File Operation, Structures and File Operation, Block Read/Write, Random Access File processing.		
Books Recommended: 1. Operating System Concept – Silberschatz, Galvin & Gagne, John Willey & Sons Inc, Haboken, NJ 2. The UNIX Programming Environment – Kernighan & Pike, PHI, London 3. Linux: The Complete Reference (Sixth Edition) – Richard Petersen, McGraw Hill, New Delhi 4. The Complete Reference, PC Hardware – Craig Zacker John Rourke, McGraw Hill, New Delhi 5. Cisco Networks – Christopher Carthern, William Wilson, Noel Rivera, Richard Bedwell 6. Computer Networks – Fourth Edition, Andrew S., Tanebaum			

Secretarial Practice (BCCA 1.2.1)			
Teaching Hours: 30	Total Credits: 2	Total Marks: 35 + 15 = 50	Group: Generic/Open Electives
Objectives: <div><div>1.</div><div>To understand the concept of Secretarial Practice</div></div> <div><div>2.</div><div>To understand the role of a Company Secretary</div></div> <div><div>3.</div><div>To gain insight on basic secretarial laws laid down by ICSI</div></div>			
Learning Outcomes: After learning this subject, <div><div>1.</div><div>The learner would be able to understand the meaning, qualifications, disqualifications and role of a Company Secretary in the Company in accordance with the provisions of The Companies Act.</div></div> <div><div>2.</div><div>The learner would know the applicability of Secretarial Standards.</div></div>			
Unit	Content		
I	UNIT I Meaning of Secretary, Definition of Company Secretary, Qualifications of Company Secretary, Liabilities of Company Secretary. Company Secretary as a Key Managerial Personal (KMP), Process of Appointment of a Company Secretary, Removal Process of Company Secretary Role of a Company Secretary under The Companies Act, 2013.		
II	UNIT II Company Secretary in Practice, Company Secretary in Employment – Meaning Responsibility of Company Secretary in Practice. Secretarial Standards – Meaning and Application. Overview of Secretarial Standards – Meeting of Board of Directors, Secretarial Standard- II – General Meetings, Secretarial Standard – III – Dividend		
Books Recommended: <div><div>1.</div><div>Company secretarial practice – Sangeet Kedia, Pooja Law Publishing Co.</div></div> <div><div>2.</div><div>Corporate & allied Laws – P.P.S. Gogna – S. Chand</div></div> <div><div>3.</div><div>Company Law – Dr. G. K. Kapoor, Dr. Sanjay Dhamija – Taxmann Publication</div></div>			

Entrepreneurship Development (BCCA 1.2.2)			
Teaching Hours: 30	Total Credits: 2	Total Marks: 35 + 15 = 50	Group: Generic/Open Electives
Objectives: 1. To understand the importance and significance of Entrepreneurship development. 2. To understand the process and opportunities available for new entrant. 3. To encourage the students to go for business.			
Learning Outcomes: After learning this subject, students would be able to understand: 1. The importance of entrepreneurship. 2. Basic knowledge to establish business.			
Unit	Content		
I	Entrepreneurship: Meaning – Importance – Nature, Types, and Challenges. Role and Functions of Entrepreneur; Entrepreneurial Leadership – Meaning and Characteristics, Entrepreneurial Leadership, Significance and Impediment of Creativity in Entrepreneurship Process, Techniques of Idea Generation and Screening, Steps of Idea Generation.		
II	New Venture Planning and Financing: Franchising – Process and Opportunities, Business Plan – Need, Perspective, Elements, Business Plan Failures, Managing Growing and Ending the New Venture – Preparing for the New Venture Launch, Criteria for Evaluating New Venture Proposals; Early Management Decisions; New Venture Expansion Strategies and Issues.		
Books Recommended:			
1. Entrepreneurship – Creating and Leading an Entrepreneurial Organization, Kumar, Arya, Pearson, India			
2. Entrepreneurship – Starting, Developing and Managing a New Enterprise, Hishrich, Peters, Irwin			
3. Launching New Ventures – An Entrepreneurial Approach Cengage Learning, Allen, K.R.,			
4. Entrepreneurship Development – Ramachandran K., Tata McGraw Hill, New Delhi, India.			
5. Entrepreneurship – Roy, Rajeev, Oxford University Press.			
6. Entrepreneurship – Hisrich, Robert D., Michael Peters and Dean Shepherd, Tata McGraw Hill, New Delhi			

Intellectual Property Rights (BCCA 1.3.1)			
Teaching Hours: 30	Total Credits: 2	Total Marks: 35 + 15 = 50	Group: Generic/Open Elective
Objectives: 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 impart knowledge to students about the procedure of registration and protection of copyrights.			
Learning Outcomes: After learning this course, students will be able to – 1. Remember the concept of Intellectual Property Rights. 2. Understand the Concept and use of Copyright.			
Unit	Content		
I	Overview of Intellectual Property: Introduction of IPR, Scope of IPR, need for intellectual property right (IPR), Intellectual property related problems in India, Introduction to the leading International instruments concerning Intellectual Property Rights: The Berne Convention, The World Intellectual Property Organization (WIPO); International Trade Agreements concerning IPR — WTO — TRIPS.		
II	Copyrights: Definition of copyright, concept of Copyright, Procedure for registration of copyrights, Term of copyright, Works that can be copyrighted, Copy right in literary, dramatic and musical works, computer programmes and cinematograph films Rights of performers and broadcasters, etc., Use of copyrights law, Infringement of copyrights, Remedies for infringement of copyright.		
Books Recommended: 1. Indian Patents Law – Legal & Business Implications , Ajit Parulekar and Sarita D’ Souza, McMillan India Ltd., 2006 2. Law Relating to Patents, Trademarks, Copyright, Designs & Geographical Indications , B. L. Wadehra; Universal law Publishing Pvt. Ltd., India 2000 3. Business Legislation for Management , MC Kuchhal; Vikas Publishing House. 4. Legal Aspects of Business , K Ramachandra; Himalaya Publishers.			

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Semester – I

Business Environment (BCCA 1.3.2)			
Teaching Hours: 30	Total Credits: 2	Total Marks: 35 + 15 = 50	Group: Generic/Open Electives
Objectives: 1. To enable students to understand the impact of environment on the business. 2. To understand the impact of LPG policy on business environment.			
Learning outcome: After learning this subject, students would be able to: 1. Understand the business environment, the purpose of regulation & regulatory role of the Government. 2. Understand the concept of liberalization, privatization, globalization and the role of WTO and develop the skills for analysis of business environment using PESTLE, SWOT etc.			
Unit	Content		
I	Business Environment: Meaning of business, Concept of Business environment, characteristics of Business environment, components/factors of the Business Environment (internal environment & external environment). Types of External Environment: Economic Environment: Meaning and Elements Socio-Cultural Environment: Meaning and Elements Demographic Environment: Meaning and Elements Political Environment: Meaning and Elements Technological Environment: Meaning and Elements		
II	Liberalization, Privatization and Globalization: Liberalization: Meaning, objectives, benefits and limitations Privatization: Meaning of Privatization, Objectives, benefits and problems with Privatization, obstacles to privatization in India. Globalization: Meaning of Globalization, reasons for globalization, features and benefits of Globalization, Role of WTO. Analysis of Business Environment: PESTEL, STEEP, PORTER’S five forces model, SWOT analysis		
Books Recommended: 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.			

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Semester – I

Computer Hardware and Networking (BCCA 1.4)			
Teaching Hours: 30	Total Credits: 2	Total Marks: 35 + 5 + 10 = 50	Group: Vocational Skills Courses
Objectives: 1. To provide the students an understanding of basic concepts of hardware. 2. To make the students familiar with the concepts of Networking.			
Learning Outcomes: 1. The students will be able to understand the basic concept of hardware, its types and assembly of various hardware components. 2. The students will be able to understand the concept of networking, configuration, various networking models and networking devices.			
Unit	Content		
I	Computer Hardware: Introduction to Computers: Basics of Computers, Organization of Computers, Software, and Hardware Input/output devices: motherboard, types of motherboards, SMPS troubleshooting, Inside the PC: Opening the PC and identification of various components, study of different blocks, assembling and disassembling, modification, and replacement of components		
II	Networking: Network basics and configuration: Setting IP addresses and sharing files and folders Network troubleshooting, PING test, ipconfig and network testing commands, crimping, etc. Network Types: LAN, WAN, MAN, and PAN Setting of the network connection, Networking Model: The OSI Model and TCP/IP Model work with various networking devices: routers, switches, modems, hubs, etc. working with Wired and wireless technology.		
Books Recommended: 1. Operating System Concept – Silberschatz, Galvin & Gagne, John Willey & Sons Inc, Haboken, NJ 2. The UNIX Programming Environment – Kernighan & Pike, PHI, London 3. Linux: The Complete Reference (Sixth Edition) – Richard Petersen, McGraw Hill, New Delhi 4. The Complete Reference, PC Hardware – Craig Zacker John Rourke, McGraw Hill, New Delhi 5. Cisco Networks – Christopher Carthern, William Wilson, Noel Rivera, Richard Bedwell 6. Computer Networks – Fourth Edition, Andrew S., Tanebaum			

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Semester – I

Basics of Communication Skills (BCCA 1.5.1)			
Teaching Hours: 30	Total Credits: 2	Total Marks: 35 + 15 = 50	Group: Skill Enhancement Courses
Objectives: 1. To understand the basic concepts of communication 2. To understand the different types of communication and its media/channels 3. To comprehend and analyse an unseen passage and answer questions based on it 4. To instil creative writing skills of Dialogue writing 5. To apply the concepts of grammar and vocabulary to solve exercise based on it			
Learning outcome: After studying this subject, students would be able to achieve the following course outcomes as per Bloom’s taxonomy: 1. CO1 and CO2 – Unit I- will achieve the attaining of CO1 and CO2 Remember and Understand by asking theory-based questions. 2. CO3 and CO4 – Unit II – Unseen Passage-will achieve the attaining of CO3 – Apply and CO4 – Analyze by asking questions based on unseen passage for comprehension. The students have to apply their skills of reading, analyzing and attempt the questions. 3. CO5 and CO6 – Unit II- Dialogue writing and Vocabulary/grammar-based exercises will achieve the attaining of CO5-evaluate and CO6-create .			
Unit	Content		
I (20M)	1. Definition, Importance and features of communication 2. Process/ Cycle of communication---- sender, receiver, channel, feedback. 3. Verbal communication-Oral & Written communication---- Advantages & Disadvantages 4. Non-Verbal communication- Body Language (Gestures, postures, facial expressions and eye contact), Sign language, Para language, Space language and Touch Language 5. Print and Electronic media- Features, Advantages and disadvantages 6. Channels of communication- Vertical, horizontal, advantages and disadvantages		
II (15M)	1. Unseen Passage for comprehension with 5 questions based on it (3 questions on write the answer, 1 question on vocabulary (write the synonym or antonym of a word from passage, 1 question on give a suitable title to the passage) 2. Dialogue writing with 5 conversations/dialogues. 3. Vocabulary exercises based on match the synonyms/Antonyms		
Books Recommended: 1. Business Communication – Urmila Rai, S.M. Rai - (Himalaya Publishing House) 2. Business Communication – V. K. Jain & Omprakash Biyani (S. Chand) 3. Business Correspondence and Report Writing – R. C. Sharma & Krishna Mohan (Tata McGraw-Hill) 4. Developing Communication Skills – Krishna Mohan & Meera Banerji (Macmillan) 5. High School English Grammer – N. D. Prasada Rao			

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Management Skills (BCCA 1.5.2)			
Teaching Hours: 30	Total Credits: 2	Total Marks: 35 + 15 = 50	Group: Skill Enhancement Courses
Objectives: 1. To understand Management Skills 2. To understand its importance 3. To develop efficient Management system			
Learning outcome: After learning this subject, students would be able to understand: 1. The Importance and scope of Management and role of Managers 2. The importance of planning and organizing 3. Leadership for proper management			
Unit	Content		
I	i) Meaning, Objectives, Scope, Importance of Management ii) Functions of Management, Role of Managers, Quality of Managers. iii) Planning: Meaning, Importance, Objectives, Types and Limitations of Planning, Essentials of good plans. iv) Organizing: Meaning, Principles, Importance and Types of Organization. v) Co-Ordination: Meaning, Concept, Importance, Need of Coordination.		
II	i) Types of Management Skills----Technical, personal, Human or Interpersonal etc. ii) Technical Skills-Use of gadgets for proper management iii) Personal Skills-Integrity, dedication, empathy iv) Interpersonal Skills-communication Skills-Oral, written, non-verbal, listening v) Leadership Skills-Personality skills, self-confidence, negotiation, persuasion skills		
Books Recommended: 1. Essential of Business Administration – K. Aswathapa, Himalaya Publishing House. 2. Management – Concept and Strategies, J. S. Chandan, Vikas Publishing. 3. Principles of Management – Tripathi, Reddy, Tata McGraw Hill. 4. Principles of Management – Ramasamy T, Himalaya Publishing House. 5. Principles of Business Management – Sherlekar, Himalaya Publishing House.			

Name of Course: B.Com. (Major in Computer Application)**Semester – I****Hindi (BCCA 1.6.1)**

Teaching Hours: 30

Total Credits: 2

Total Marks:
35 + 15 = 50Group: Ability
Enhancement Courses

उद्देश्य: कोई भी भाषा मनुष्य को परिष्कृत, परिमार्जित और संस्कारित बनाकर उसके व्यक्तित्व के गुणों को सुवासित कर समाज में फैलाती है। आधुनिकता के इस युग में समय की मांग को देखकर युग के साथ कदम से कदम मिलकर चलने के लिए हिंदी ने अपने पुरातन रूप को परिवर्तित कर व्यावहारिक हिंदी को अपनाया।

परिणाम एक विश्लेषण:

- साहित्य अध्ययन द्वारा विद्यार्थियों में साहित्य रुचि जागृत हुई।
- इस व्यावहारिक हिंदी के माध्यम से हिंदी भाषी व्यक्ति रोजगार के क्षेत्र में स्वयं को सिद्ध कर सकता है। वैश्वीकरण के इस युग में व्यक्ति हिंदी के अध्ययन द्वारा चरित्र निर्माण के साथ-साथ जीविकोपार्जन भी कर सकता है।

Unit	Content
I साहित्यिक हिंदी	गद्य भाग ➤ गणेश - नामवर सिंह ➤ अभाव - विष्णु प्रभाकर ➤ उखड़े खम्बे - हरिशंकर परसाई पद्य भाग ➤ सब उन्नति को मूल - भारतेन्दु हरिश्चंद्र ➤ कलम और तलवार - रामधारी सिंह दिनकर ➤ प्रथम रश्मि - सुमित्रा नंदन पंत
II व्यावहारिक हिंदी	➤ साक्षात्कार : स्वरूप, परिभाषा, विशेषताएँ, प्रकार, पूर्व तैयारी, समस्याएँ, व्यवहारिक रूप ➤ हिंदी पत्रकारिता : परिचय और विकास, पत्रकारिता लेखन, समाचार लेखन, फीचर लेखन

Books Recommended:**संदर्भ ग्रंथ :-**

- राष्ट्रसंत तुकडोजी महाराज नागपुर विद्यापीठ की B.COM हिंदी की पूर्व पाठ्य पुस्तक (पलाश)।
- प्रयोजन मूलक हिंदी और जनसंचार : डॉ. राजेंद्र मिश्र - तक्षशिला प्रकाशन, दिल्ली।

Name of Course: B.Com. (Major in Computer Application)**Semester – I****Marathi (BCCA 1.6.2)**

Teaching Hours: 30

Total Credits: 2

Total Marks:
35 + 15 = 50Group: Ability
Enhancement Courses

उद्दिष्टे:- भाषा मानवाला परिष्कृत, परीमार्जीत आणि संस्कारित बनवून त्यांच्या व्यक्तित्व गुणांचा सुवास समाजामध्ये पसरविण्याचे कार्य करीत असते. विद्यार्थ्यांना उद्यमशील प्रेरणेबरोबरच मानवी जीवनातील उच्च मूल्यांची ओळख करून देणे. वैश्विकरणाच्या युगात चारित्र्यनिर्मिती बरोबरच व्यक्तीला रोजगाराच्या क्षेत्रात स्वयंपूर्ण सिद्ध करण्यासाठी व्यावहारिक मराठीला उपजीविकेचे साधन म्हणून स्वीकारणे. मराठी भाषेचा अभ्यास करणाऱ्या व त्यासोबतच स्पर्धापरीक्षेची तयारी करणाऱ्या विद्यार्थ्यांमध्ये लेखनाचे कौशल्य विकसित करणे.

Learning outcome:**साध्य (अध्ययन निष्पत्ती):**

घटक 1 (गद्य विभाग) आणि घटक 2 (पद्य विभाग) लेखक, कवी आणि कवयित्री यांच्या साहित्याचे विद्यार्थ्यांनी आवडीने अध्ययन करून त्यांची समाजोपयोगी मते जाणून घेतली.

घटक 2 – वैश्विकरणाच्या युगात चारित्र्यनिर्मिती बरोबरच व्यक्तीला रोजगाराच्या क्षेत्रात स्वयंपूर्ण सिद्ध करण्यासाठी व्यावहारिक मराठीला उपजीविकेचे साधन म्हणून स्वीकारणे

Unit	Content
I साहित्यिक मराठी	गद्य विभाग <ul style="list-style-type: none">➤ आमची एक दुष्ट खोड: आळस – गोपाळ गणेश आगरकर➤ शील बनविणारे शिक्षण: स्वामी विवेकानंद➤ डॉ. पंजाबराव देशमुख – वि. भि. कोलते पद्य विभाग <ul style="list-style-type: none">➤ ज्ञानेश्वरांचे अभंग – संत ज्ञानेश्वर➤ नवा शिपाई – केशवसुत➤ पुतळे – वसंत आबाजी डहाके
II व्यावहारिक मराठी	<ul style="list-style-type: none">➤ मुलाखत लेखन: (स्वरूप, पूर्वतयारी, प्रकार, प्रात्यक्षिके)➤ जाहिरात लेखन: व्याख्या, कार्य, प्रकार, प्रतिमाननिर्मिती, जाहिरातीची माध्यमे, जाहिरात लेखन आणि जाहिरातीचा शेवट

Books Recommended:**संदर्भ ग्रंथ :-**

१. राष्ट्रसंत तुकडोजी महाराज नागपूर विद्यापीठाचे B.COM भाग १ (शब्द साधना) मराठी विषयाचे पाठ्य पुस्तक
२. सुगम मराठी व्याकरण व लेखन - मो. रा. वाळंबे
३. जाहिरातीचे जग : यशोदा भागवत , मौज प्रकाशन गृह , मुंबई

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Semester – I

Ancient Indian Education System (BCCA 1.7)			
Teaching Hours: 30	Total Credits: 2	Total Marks: 35 + 15 = 50	Group: Indian Knowledge System
Objectives: 1. To acquaint the students about our ancient Indian education system. 2. To understand the rich knowledge systems in the past. 3. To understand the development of education in India.			
Learning outcome: After learning this subject, students would be able to understand: 1. The rich knowledge systems in ancient India. 2. Changes in the education system over the years. 3. To understand our great culture and knowledge inheritance.			
Unit	Content		
I	Introduction to ancient education systems – i) Vedic period, origin of Vedic education. ii) Features of education in the Vedic period. iii) Objectives and Importance of Vedic education. iv) The concept of Gurukuls, teaching-Learning systems at Gurukuls, duties of students in the Gurukuls v) Sources of Vedic Education- the Vedas, Upanishads-their brief introduction. vi) Reasons for the decline of Vedic period.		
II	Buddhist Education i) Buddhist Period, origin of Buddhist education. ii) Features of education in the Buddhist period. iii) Objectives and Importance of Buddhist education. iv) Famous Universities in the Buddhist period- Takshshila, Kashi Nalanda, Valabhi, Vikramshila v) Main teachings of Buddhism. vi) Similarities and differences between Vedic education and Buddhist education.		
Books Recommended: 1. Education in Modern India – Damal B.D. and Dash B.N, Kalyani Publisher, New Delhi (2005). 2. History of Education in India – Ghosh, S.C, Rawat Publications, (2007). 3. A Hindu View of Life – S. Radhakrishnan, Macmillan Publications, New Delhi (1927). 4. A History of Education in India – Nurullah and Naik, Macmillan, Bombay. P.L. Rawat, (1995)			

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Semester – I

Environment and Sustainable Development (BCCA 1.8)			
Teaching Hours: 30	Total Credits: 2	Total Marks: 35 + 15 = 50	Group: Value Education Courses
Objectives: 1. Understanding the concept of sustainable development: Students should be able to define and explain the concept of sustainable development, including its key principles and components. 2. Identifying sustainability challenges: Students should be able to identify and analyze sustainability challenges facing the planet, such as climate change, biodiversity loss, resource depletion, and pollution and suggest a possible solution for the same.			
Learning outcome: After learning this subject, students would be able understand: 1. The learner would understand the importance of sustainable development. 2. The learner would be able to comprehend sustainable challenges.			
Unit	Content		
I	UNIT I: Multidisciplinary Nature of Environmental Studies – Concept of Environment, Scope of Environmental Studies, Need for public Awareness, Environmental Degradation, Shelter Security, Economic Security, Social Security, Effects of Housing on Environment, Effects of Industry on Environment. Environmental issues and crisis – Carbon Credits, Resource degradation, greenhouse gases, desertification, natural calamities and social insecurity, Industrialization, Globalization and Environment, Global Warming.		
II	UNIT II: Sustainable Development – History and emergence of the concept of Sustainable Development, Definition of Sustainable Development, Sustainable development practices in modern era. Sustainable Development Goals (SDGs): Introduction to Sustainable Development Goals (SDGs) established by United Nations, Need and Purpose for establishment of SDGs, SDG 6: Clean Water and Sanitation, SDG 7: Affordable and Clean Energy, SDG 11: Sustainable Cities and Communities, SDG 13: Climate Action, SDG 17: Partnerships for the goals		
Books Recommended: 1. The Sustainability Revolution: Portrait of a Paradigm Shift by Edwards, Andres R., New Society Publishers, 2005. 2. Sustainable development in India: Stocktaking in the run up to Rio+20: Report prepared by TERI for MoEF, 2011. 3. Report of the Department for Policy Coordination and Sustainable Development (DPCSD), United Nations Division for Sustainable Development. 4. Corporate Social Responsibility Part I, Part II, Part III – David Crowther and Guler Aras			

Physical Education – I (BCCA 1.9)			
Teaching Hours: 30	Total Credits: 2	Total Marks: 35 + 15 = 50	Group: Co-Curricular Courses
Objectives: 1) To understand the principles of injury prevention and the basic first aid procedures for sports-related injuries and to recognize the importance of warm-up and cool-down exercises and incorporate them into physical activity routines. 2) To develop practical skills and theoretical knowledge in Volleyball, including measurements and techniques and to develop practical skills and theoretical knowledge in Ball Badminton, including measurements and techniques.			
Learning outcome: After learning this subject, student will be able to: 1) Analyze different types of sports injuries and apply appropriate first aid techniques and evaluate the significance of warm-up and cool-down exercises and design appropriate routines. 2) Recall the standard measurements for a volleyball court and the rules of the game and demonstrate and refine basic volleyball skills such as serving, passing, and setting. Recall the standard measurements for a ball badminton court and the rules of the game and demonstrate and refine basic ball badminton skills such as serving, rallying, and scoring.			
Unit	Content		
I	A) Theory 1) Injuries and First Aid 2) Warmup/Cooling Down		
II	B) Practical & Theory GAME 1) Volleyball: Measurements in Volleyball Skills in Volleyball 2) Ball Badminton: Measurements in Ball Badminton Skills in Ball Badminton		
Books Recommended: 1. Tandon, D.K. (2010). Sports Injuries and First Aid. Khel Sahitya Kendra. 2. Sharma, O.P. (2015). First Aid for Sports Injuries. Sports Publication. 3. Singh, H. (2010). Science of Sports Training. DVS Publications. 4. Jain, A. (2013). Physical Fitness and Conditioning. Sports Publication. 5. Sharma, V.M. (2011). Volleyball: Skills and Techniques. Friends Publications. 6. Sethi, P. (2012). Coaching Volleyball: A Guide for Coaches. Sports Publication. 7. Singh, J. (2010). Ball Badminton: Skills and Techniques. Friends Publications. 8. Sathyaprabha, A. (2013). Ball Badminton for Beginners. NIS Publications.			

Name of Course: B.Com. (CA) (Major in Computer Application)

Semester – II

C#.NET (BCCA 2.1)

Teaching Hours: 60 (Theory + Practical)	Total Credits: 4	Total Marks: 40 + 30 + 30 = 100	Group: Major Core
Objectives: 1. To make the students familiar with C# Programming Language basic concepts. 2. To make the students familiar with the C# Environment.			
Learning Outcome: 1. Students would be able to develop native windows applications by learning of C#. 2. Students will be able to develop software components suitable for deployment in distributed environments.			
Unit	Content		
I	Introduction to C#, An Overview of C#, Data Types, Literals, and Variables, Operators, Program control statements, Introducing classes and objects, Arrays and strings, A closer look at methods and classes. Operator Overloading, Inheritance, Interfaces, structure and Enumeration, Exception Handling		
II	Delegates and Events, Applying Events: Namespaces, preprocessor and assemblies, Unsafe code, Pointers, Miscellaneous keywords, Constructors, Overloaded Constructors, Static Constructors, Private Constructors, Copy Constructors, Destructors		
III	Introduction and Understanding .NET with C# Environment –The .NET Strategy, .NET Framework, Origin of .NET Technology, The Common Langue Runtime, User and Program Interface, Visual Studio .NET, .NET Languages, C# and .NET., Boxing and Unboxing, Passing String Objects to Write Line Method, Multiple Main Methods, Compile Time Error, Type Conversion.		
IV	Exploring the C# library, system Namespace, string and formatting, Multithreaded programming, Basic Windows programming, Advanced Windows forms features, Deploying Windows Application.		
Books Recommended: 1. The complete reference C# 2.0 , Schildt Herbert, Publisher McGraw-Hill Professional Publishing, New Delhi			

Name of Course: B.Com. (CA) (Major in Computer Application)

Semester – II

Basics of Economics (BCCA 2.2.1)			
Teaching Hours: 30	Total Credits: 2	Total Marks: 35 + 15 = 50	Group: Minor
Objectives: 1. To provide the students an understanding of basic concepts of business economics. 2. To make the students familiar with the fundamentals of economics.			
Learning Outcomes: 1. Understand the basic concepts of economics and contribution by traditional economists, and would be aware about the central problems of the economy. 2. Correlate how the individuals make decisions on the basis of choice, satisfaction and income level and understand application through realistic case studies.			
Unit	Content		
I	Introduction to Economics <ul style="list-style-type: none">Economics - Meaning, Nature, Scope, ImportanceContribution of Economists - Adam Smith, Alfred Marshal, Lionel Robbins - Definition, Features, CriticismsEconomic Systems- Socialism, Capitalism, Mixed- Meaning, Merits and demeritsCentral Problems of Economic SystemProduction Possibility Curve - Meaning, Properties		
II	Foundation of Economic Analysis <ul style="list-style-type: none">Micro & Macro Economic Analysis - Meaning, Definition, Features, Merits, DemeritsCase Study on Bajaj Auto (Micro Analysis), Case Study on Automobile Sector (Macro Analysis)Utility Analysis - Meaning, Features, TypesLaw of Diminishing Marginal Utility - Meaning, Definition, Concept, Assumptions, ExceptionsLaw of Equi Marginal Utility - Meaning, Definition, Concept, Assumptions, Limitations/Criticisms.		
Books Recommended: 1. An Introduction to Modern Economics , Hardwick, Khan & Langmead, Longman London & New York. 2. Modern Economics – H. L. Ahuja, S. Chand & Co Ltd, Latest Edition. 3. Micro Economics – P. N. Chopra, Kalyani Publishers. 4. Principles of Economics – D. M. Mithani, Himalaya Publishing House, Latest Revised Edition. 5. Modern Economic Theory – K. K. Dewett, S. Chand & Co Ltd, Latest Revised Edition. 6. Advance Micro Economic Theory – M. Maria John Kennedy, Himalaya Publishing House, Latest Revised Edition.			

Legal Aspects of Business (BCCA 2.2.2)			
Teaching Hours: 30	Total Credits: 2	Total Marks: 35 + 15 = 50	Group: Minor
Objective: 1. To develop a basic understanding of the business laws – Indian Contract Act, 1872. 2. To develop a basic understanding of business laws – Indian Sale of Goods Act, 1930.			
Learning Outcome: After learning this subject, the student will be able to: 1. Describe and explain rights and duties of respective parties under different types of contracts. 2. Analyse the salient features of Indian Sale of Goods Act, 1930 and its applications in real life situations.			
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	SALE OF GOODS ACT, 1930 Meaning of contract of sale, Difference between sale & agreement to sell, Goods, Classification of goods, Price- modes of fixing price, Conditions and Warranty, Implied Conditions and Warranty, Difference between conditions and warranty, Transfer of ownership/property in goods, Doctrine of 'Caveat Emptor', 'Nemo dat quod non habet', Unpaid seller, Rights of an unpaid seller, Sale by auction.		
Books Recommended:			
1. Business Laws , Kapoor N.D., 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, Bharat Law House Delhi, 1999. 4. I.T. Rules with Information Technology Act, 2000 , Taxmann Publication Pvt. Ltd. New Delhi 5. Law of Information Technology , Paintall D; Taxmann Publication Pvt. Ltd., New Delhi			

Thoughts of Management (BCCA 2.2.3)			
Teaching Hours: 30	Total Credits: 2	Total Marks: 35 + 15 = 50	Group: Minor
Objectives: 1. To understand the basic concepts and principles in Management Thought. 2. To study the strategic approaches to managing a business successfully in a global context.			
Learning Outcomes: After learning this subject, students will be able to: 1. Understand various perspectives and concepts in the field of Modern Management. 2. Develop skills for applying these Management concepts to emerging business problems.			
Unit	Content		
I	Development of Management Thought: Scientific Management Concept of F.W. Taylor, Functional Management Theory of Henry Fayol, Human Relations Movement of Elton Mayo. Behavioural Sciences Movement of A. Maslow, The Modern Period Management and New Schools of Management thought. Comparison of Scientific Management and Modern Management Concept.		
II	Schools of Management Thought: Social System School of Chester Bernard, Features, Contribution and Limitations of Social System School of Management. Quantitative School Features, Contributions and Criticisms of Quantitative School of Management. , Decision Theory School- Features, Contributions and Limitations , Contingency Theory School- Introduction, Features Contribution and Limitations.		
Books Recommended: 1. Organisation and Management – Dr. C.B. Gupta, Shatya Bhavan Publication Agra. 2. Principles and Practices of Management – L. M. Prasad, Sultan Chand & Sons New Delhi (2019). 3. Development of Management Thoughts – Pollard, Think Inc (28 June 2019), Amazon Asia-Pacific Holdings Private Limited. 4. Principles of Business Management – T. Ramasamy, Himalaya Publication House Mumbai, 5. Management: Challenges in 21st Century – S.H. Goodman & P.M. Fandt, Vintage Publishing House.			

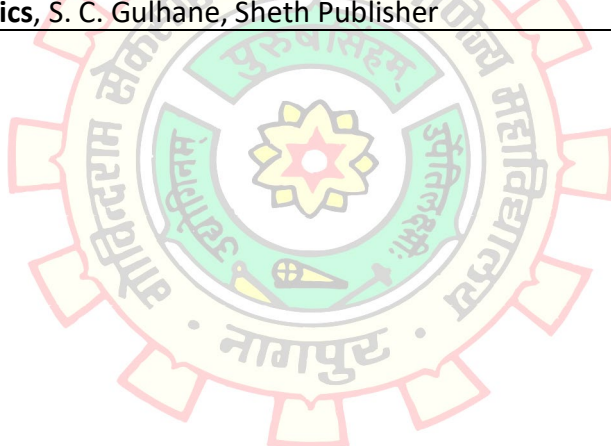
Fundamentals of Financial Accounting (BCCA 2.3.1)			
Teaching Hours: 30	Total Credits: 2	Total Marks: 35 + 15 = 50	Group: Generic/Open Electives
Objectives: The objective of this paper is to help students to acquire conceptual knowledge of the financial accounting and to impart skills for recording various kinds of business transactions.			
Learning Outcomes: 1. To understand the fundamentals of accounting and the process of recording transactions in a journal. 2. To get acquainted with the concept and process of preparing ledgers and trial balance.			
Unit	Content		
I	Fundamentals of Accounting: Theory: Meaning and scope of Accounting, Need, Development & Definition of accounting, Branches of accounting and Principles, Concepts and Conventions of accounting, Journal Entries of Transactions; Meaning, importance and benefits of Accounting Standards. Practical Problems: Preparation of Journal of Sole Proprietor.		
II	Ledger and Trial Balance: Theory: Meaning of Ledger, different types of ledgers, importance and objectives of ledgers, meaning of trial balance, importance and objectives of trial balance, uses of trial balance, advantages and limitations of trial balance. Practical Problems: Preparation of Ledgers, Simple Cash Book, Simple Bank Book and Trial Balance		
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, Excel Books 4. Financial Accounting – Jain S.P., Narang K.L., Kalyani Publishers, Delhi. 5. Financial Accounting – Grewal, Shukla, S. Chand Publications, Delhi 6. Advanced Financial Accounting – R.S.N. Pillai, Bhagavathi, S. Uma, S. Chand 7. CA Foundation and Intermediate Modules by ICAI.			

Indian Financial System (BCCA 2.3.2)			
Teaching Hours: 30	Total Credits: 2	Total Marks: 35+15 = 50	Group: Generic/Open Electives
Objectives: 1. To enable the students with the understanding of Indian Financial System. 2. To equip the students with knowledge of financial instruments, financial regulations and financial services.			
Learning Outcomes: After learning this subject, the students will be able to understand: 1. The concept of money markets, capital markets and various instruments of money and capital markets. 2. The instruments of capital markets, financial markets.			
Unit	Content		
I	Components of formal financial system- Structure & Functions of Financial system, financial system and economic growth. Money Markets – Meaning and Instruments: - Treasury Bills, Commercial papers, Commercial bills, Call money market: Meaning and Features Capital Market Capital Market: Meaning and Features Types of Capital Market: Meaning and Features Structure of the Indian Capital Market – Recent Developments in the Indian Capital Market		
II	Financial Instruments: Traditional Instruments: Equities, Debentures and Bonds; Hybrid Instruments: Different types of bonds such as Floating Rate Bonds, Zero Coupon Bonds, Deep Discount Bonds, Inverse Float Bonds: Meaning and Features. Financial Regulations & Financial Services- Financial Regulation - SEBI, RBI and IRDA: Meaning and Functions. The Derivative Market in India: Meaning of Derivatives; Participants in the Derivatives Markets – Hedgers, Arbitrageurs and Speculators (concept & role), Types of Financial Derivatives – Forwards, Futures, Options and Swaps: Concept and Features.		
Books Recommended: 1. Pathak Bharati (2008): The Indian Financial System –Markets, Institutions, and Services, (2nd Edition) , Pearson Education, New Delhi. 2. Financial Institutions and Markets, Growth and Innovation , Bhole L. M., Tata McGraw-Hill, New Delhi, 2008. 3. Financial Economics , Bodie, Z. et. el, 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 , Occasional Papers, Vol. 18, Nos. 2 & 3, RBI, Mumbai 1997. 9. Derivatives: An Introduction , Strong, R. A., Thomson Asia Pvt. Ltd, Bangalore, 2002. 10. Futures and Options , Sridhar, A. N., Equities and Commodities; Shroff Publishers, Mumbai 2006.			

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Semester – II

Mathematics (BCCA 2.4.1)			
Teaching Hours: 30	Total Credits: 2	Total Marks: 35 + 15 = 50	Group: Generic/Open Electives
Objectives: 1. The objective of this course is to familiarize students with the applications of mathematics. 2. To make the students familiar with statistical techniques in business decision-making.			
Learning Outcomes: 1. To understand and learn the application of measures of central tendency and measures of dispersion. 2. To understand practical applications of business mathematics.			
Unit	Content		
I	Simple & Compound Interest, Measures of Central Tendency, Measures of Dispersion.		
II	Percentages, Profit, Loss and Discount, Ratio, Proportion and Variations, Partnership, Probability, Permutation and Combination.		
Books Recommended: 1. Business Management and Statistics , N G Das J K Das, Tata McGraw Hill, New Delhi 2. Business Mathematics , Mrintunjay Kumar, Vikas Publishing House Pvt. Ltd, New Delhi. 3. Mathematics & Statistics , Ajay Goel, Alka Goel, Taxmann, New Delhi. 4. Business Mathematics and Statistics , Dr. S. R. Arora, Dr. Kavita Gupta, Taxmann, New Delhi 5. Statistics & Mathematics , S. C. Gulhane, Sheth Publisher			



Quantitative Aptitude and Logical Reasoning (BCCA 2.4.2)			
Teaching Hours: 30	Total Credits: 2	Total Marks: 35 + 15 = 50	Group: Generic/Open Electives
Objective: 1. To develop an understanding of the basic mathematical and statistical tools and their application in business and finance. 2. To develop logical reasoning skills and apply the same in simple problem solving. 3. The students should be able to evaluate various real-life situations by resorting to analysis of key issues and factors.			
Learning Outcome: After learning this subject, the student will be able to understand: 1. Concept of ratio, proportion and indices. 2. Concepts of permutations and combinations and logical reasoning.			
Unit	Content		
I	Ratio & Proportion and Indices Ratio - Meaning, properties, the concept & application of inverse ratio. Proportion – Meaning, properties of proportion, laws on proportion (Invertendo, Alternendo, Componendo, Dividendo) Indices – Meaning of indices & laws of indices (Easy applications)		
II	Basic Concepts of Permutation & Combination Introduction, factorial, problems on permutations including circular permutation with restrictions and problems on combination (easy to moderate level). Logical Reasoning Number series, Alphabet series, letter coding, number coding and blood relations. (Basic & Moderate level)		
Books Recommended: 1. Quantitative Aptitude for competitive exams , Dr. R. S. Agrawal, S. Chand. 2. A Modern Approach to Logical Reasoning , Dr. R. S. Agrawal, S. Chand 3. Quantitative Aptitude for all competitive exams , Abhijit Guha, Tata Mac Graw Hill. 4. Quantitative Aptitude for CAT , Deepak Agrawal & D. P. Gupta. 5. Quantitative Aptitude , Shripad Deo, Allied Publishers Pvt. Ltd. 6. ICAI study module of CA Foundation course , Paper 3 Business Mathematics & Logical Reasoning & Statistics.			

Basics of Tally Prime (BCCA 2.5)			
Teaching Hours: 45 (Theory + Practical)	Total Credits: 2	Total Marks: 35 + 5 + 10 = 50	Group: Vocational Skill Courses
Objectives: 1) To acquaint students with the Basics use of Tally Prime. 2) To acquaint students with practical understanding of creation of accounting and inventory masters, accounting of various business transactions, accounting of taxes (GST), daily accounting reports etc.			
Learning Outcomes: After learning this subject, students will be able to: 1) Understand the installation procedure of Tally Prime, Creation of Company in Tally Prime, Creation of Accounting Masters in Tally Prime. 2) Understand creation of Inventory Masters, Maintenance of Godowns, Activation of GST and Accounting of GST transactions and various reports (Day Book, Trial Balance, Profit & Loss A/c, Balance Sheet and Stock Summary) in Tally Prime.			
Unit	Content		
I	Introduction to Tally Prime – Installation Procedure, Opening Tally Prime, Creating a Company. Creating Accounting Masters – Introducing Groups, Introducing Ledgers, Introducing Vouchers and accounting vouchers transactions.		
II	Creating Inventory Masters – Stock Groups, Stock Items, Unit, Godown and inventory vouchers transactions. Introduction to GST – GST activation, GST Ledgers, GST Invoicing, Working with GST Reports. Reports – Day Book, Trial Balance, Profit & Loss A/c, Balance Sheet and Stock Summary.		
Books Recommended: 1. Tally Prime – Tally Education Private Ltd (TEPL). 2. Official Guide to Financial Accounting Using Tally Prime – BPB Publications. 3. Mastering in Tally Prime – Ascent Prime Publications. 4. Tally Prime GST – United Publications 5. Tally Prime Training Guide – BPB Publications.			

Correspondence Skills (BCCA 2.6.1)			
Teaching Hours: 30	Total Credits: 2	Total Marks: 35 + 15 = 50	Group: Skill Enhancement Courses
Objectives to achieve after studying unit I and II: 1. To introduce Business correspondence. 2. To develop writing skills of correspondence. 3. To develop skills of analysis of a given text. 4. To develop creative writing skills.			
Learning Outcomes: After studying this subject, students would be able to achieve the following course outcomes as per Bloom’s taxonomy: 1. CO1 and CO2- Unit I- will achieve the attaining of CO1 and CO2 Remember and Understand by asking questions on various business letters 2. CO3 and CO4- Unit II – Unseen Passage-will achieve the attaining of CO3- Apply and CO4-Analyze by asking questions based on unseen passage for comprehension. The students have to apply their skills of reading, analyzing and attempt the questions 3. CO5 and CO6- Unit II- Expansion of an idea and Vocabulary/grammar-based exercises will achieve the attaining of CO5-evaluate and CO6-create			
Unit	Content		
I (20M)	Business Correspondence i) Business Enquiry Letters- Enquiry about products and services with seller, Reply to enquiries ii) Business Order Letters- placing order about products and services, Reply to orders iii) Business Complaint Letters- Writing complaint letters to the seller about bad quality, less quantity, wrong products iv) Business Adjustment Letters- providing proper adjustment to the buyer v) Letters to Banks-Writing applications for bank loans, issuing of cheque book		
II (15M)	i) Unseen Passage for comprehension with 5 questions based on it (3 questions on write the answer, 1 question on vocabulary-(write the synonym or antonym of a word from passage, 1 question on give a suitable title to the passage) ii) Expansion of an idea based on given points iii) Vocabulary exercise – Fill in the blanks with appropriate homonyms given in brackets		
Books Recommended: 1. Business Communication – Urmila Rai, S.M. Rai - (Himalaya Publishing House) 2. Business Communication – V. K. Jain & Omprakash Biyani (S. Chand) 3. Business Correspondence and Report Writing – R.C. Sharma & Krishna Mohan (Tata McGraw-Hill) 4. Developing Communication Skills – Krishna Mohan & Meera Banerji (Macmillan)			

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Semester – II

Public Administration (BCCA 2.6.2)			
Teaching Hours: 30	Total Credits: 2	Total Marks: 35 + 15 = 50	Group: Skill Enhancement Courses
Objectives: 1. To understand the concept of Public Administration 2. To understand its importance 3. Role of Public Administrators			
Learning Outcomes: After studying this subject, students would be able to understand the administrative systems in India.			
Unit	Content		
I	i) Meaning, scope and significance of Public Administration ii) Public and Private Administration iii) Public Services-Central, State and Local Government iv) Constitutional Framework of Government		
II	i) Basic elements of administrative governance Planning, Organizing, Directing and Controlling ii) Characteristics of Public Administration--- Public interest, Equality in society, Tax collection etc. iii) Role of Public Administration in development- Concept of good governance iv) Union Government-Executive, Parliament, Judiciary		
Books Recommended:			
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.			

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Semester – II

A Better India, A Better World (BCCA 2.7)			
Teaching Hours: 30	Total Credits: 2	Total Marks: 35 + 15 = 50	Group: Ability Enhancement Courses
Objectives: 1. To develop the comprehension and understanding skills of students. 2. To motivate students to acquire good values. 3. To develop the creative skills of students. 4. To develop the analytical and application skills of students.			
Learning Outcomes: After studying this subject, students would be able to achieve the following course outcomes as per Bloom’s taxonomy: 1. CO1 and CO2- Unit I- will achieve the attaining of CO1 and CO2 Remember and Understand by asking theory-based questions. 2. CO3 and CO4- Unit II – Unseen Passage-will achieve the attaining of CO3- Apply and CO4-Analyze by asking questions based on unseen passage for comprehension. The students have to apply their skills of reading, analyzing and attempt the questions. 3. CO5 and CO6- Unit II- Developing an Ad and Vocabulary/grammar-based exercises will achieve the attaining of CO5-evaluate and CO6-create.			
Unit	Content		
I (20M)	Following 4 chapters from the book are prescribed i) Learning from Experience ii) The Indian of the Twenty-first Century iii) What Can We Learn from the West iv) The Role of Discipline in Accelerating National Development		
II (15M)	Non-textual i) Unseen Passage for comprehension with 5 questions based on it (3 questions on write the answer, 1 question on vocabulary -write the synonym or antonym of a word from passage, 1 question on give a suitable title to the passage). ii) Draft/prepare an Advertisement for marketing a product or service, for Job requirement, for accommodation on rent. iii) Arrange Jumbled words of a sentence in a correct order.		
Books Recommended: A BETTER INDIA, A BETTER WORLD BY N R NARAYAN MURTHY Published by Penguin Random House India, Gurgaon, India, 2010			

Name of Course: B.Com. (Major in Computer Application)

Semester – II

Value Education (BCCA 2.8)			
Teaching Hours: 30	Total Credits: 2	Total Marks: 35 + 15 = 50	Group: Value Education Courses
Objectives: 1. Understanding the moral values: To impart & inculcate the importance of value-based living. Student should be able to understand the teachings of great Indian leaders and their relevance in today’s world. 2. Sensitization of students for Nation Building: Sensitization of students on various facets like Human rights, Duties & Responsibilities of citizens, etc.			
Learning Outcomes: After learning this subject, students would be able - 1. To build a strong base of high moral values in life. 2. To appraise Indian values and to contribute to nation building.			
Unit	Content		
I	UNIT I- Moral Values: 1. Meaning & definition of moral values, Types of values and need of value education. 2. Important values in Human Life – Integrity, truth, commitment, empathy, honesty, punctuality, unity, forgiveness, love, teamwork, ability to sacrifice, care, positive & creative thinking. 3. Role of values in education. 4. Teachings of great Indian Leaders: - Seven Deadly Sins by Mahatma Gandhi and Ten Golden Teachings of Swami Vivekanand. 5. Seven inspiring thoughts of Mother Teresa & Baba Amte.		
II	UNIT II A – Values & Self: 1. Self-confidence - Theories of self confidence 2. Stress Management - Techniques of Stress Management 3. Self-acceptance – Techniques and importance 4. Self-growth – Role of spirituality, meditation, yoga in self-growth. B – Values & Nation Building: 1. Sensitization for social & human values, sensitization to constitutional obligations- rights & duties. 2. Dr. A. P. J. Kalam’s Ten points for enlightened citizenship. 3. Valuable thoughts on management - Shivaji Maharaj's eight valuable thoughts on management for nation building. 4. Ratan Tata's eight valuable thoughts on management.		
Books Recommended: 1. Vivekananda, Swami. “Personality Development” – Advaita Ashrama, Kolkata, 2008. 2. “Value Education” – Dr. Kiruba Charles and V Arul Selvi 3. “Wings of Fire” – Dr. A. P. J. Kalam 4. Skill Development – Dr. Mohini T. Bhelwani, Shree Sainath Prakashan, Nagpur 5. Shivaji : The Management Guru , Prof. Namdev Jadhav, Rajmata Prakashan, Mumbai			

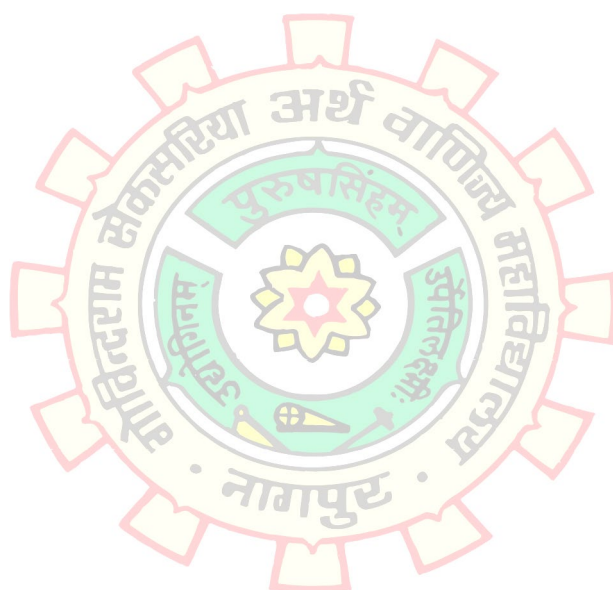
Physical Education – II (BCCA 2.9)			
Teaching Hours: 30	Total Credits: 2	Total Marks: 35 + 15 = 50	Group: Co-Curricular Courses
Objectives: 1) To understand the different components of physical fitness and their significance. 2) To demonstrate proficiency in the techniques and skills associated with various athletic events, including throwing, jumping, and running.			
Learning outcome: After learning this course, students will be able to: 1) Identify and explain the different skill-related physical fitness components and their significance in sports performance (Understand, Analyze) and evaluate and apply health-related physical fitness components to enhance overall well-being and prevent lifestyle diseases (Evaluate, Apply). 2) Demonstrate proper techniques and skills in throwing, jumping, and running events, and evaluate their own performance in these events to improve their athletic abilities. (Remember, Apply).			
Unit	Content		
I	1) Physical Fitness a) Skill Related Physical Components b) Health Related Physical Components		
II	Athletics – 1) Throwing Events: Shot Put (Measurements, Skills), Discus Throw, Javelin Throw, Hammer Throw. 2) Jumping Events: Long Jump, High Jump, Triple Jump, Pole Vault. 3) Running Events: Sprints: 100 meters, 200 meters, 400 meters. Middle Distance: 800 meters, 1500 meters. Long Distance: 3000 meters, 5000 meters, 10000 meters, 3000 meters Steeplechase Marathon (42.195 kms) Relay Race: 4 x 100 meters, 4 x 400 meters. Hurdles: 100 (Men), 100 (Women), 400 meters.		
Books Recommended: 1) Singh, H. (2010). Science of Sports Training. DVS Publications. 2) Sharma, V.K. (2012). Health and Physical Education. Sports Publication. 3) Singh, M. (2011). Fundamentals of Track and Field. Khel Sahitya Kendra. 4) Sharma, P. (2013). Athletics: Skills and Techniques. Friends Publications.			

Web Designing (BCCA 3.1)			
Teaching Hours: 60 (Theory + Practical)	Total Credits: 4	Total Marks: 40 + 30 + 30 = 100	Group: Major Core
Objectives: 1. To understand basic structure and syntax of HTML elements. 2. To explore the interplay between HTML and JavaScript to create interactive WebPages. 3. To analyse structure of PHP code to create dynamic website within web server environment. 1. To apply PHP cookies and sessions in combination with MYSQL database.			
Learning Outcomes: After learning this course, students will be able to – 1. Understand the html tags of formatting, frames and mapping to develop static web page. 2. Explore various types of CSS to manage styles efficiently and maintain consistency across WebPages. 3. Analyse and understand the PHP programming language syntax to create dynamic web page. 4. Apply practical experience of cookies, session and implementing MYSQL database to store, retrieve and manipulate the data.			
Unit	Content		
I	Creating Static Web Pages with HTML, Introduction, Evaluation of HTML, Features of HTML, Advantages and Disadvantages of HTML, Basic Structure of HTML Program, Basic elements/tags, Physical and Logical tags, Special Characters, Text Formatting tags, Linking, Relative and Absolute path, Types of linking, Images, Background and Table, Frames and Embedding Multimedia, Image Maps, Client – Side and Server – Side image maps.		
II	Cascading Style Sheets (CSS): Defining style sheets, features, adding style to document, linking to a single sheet, embedding style sheet, Using inline style, Style sheet properties, Font properties, Color and Background properties, Text properties, Box properties. JavaScript: Introduction, Client-Side JavaScript, Advantages and Limitations, Incorporating JavaScript in HTML Document.		
III	PHP- Introduction, Installation, PHP Syntax, Variables and Constants, Data Types, String, control statement and Looping statement, Array, Creating Web Application.		
IV	Cookies And Sessions, Functions, PHP Global Variables–Superglobals, Error and Exception Handling, Files and Directories. Introduction To Database- Introduction To SQL, Connecting To MYSQL, MYSQL Error Handling, Creating And Selecting A Database, Creating A MYSQL Database, Create MYSQL Table, Inserting Data Into A Database, Securing Query Data, Retrieving Data From A Database, Deleting Data In A Database, Updating Data In A Database.		
Books Recommended: 1. World Wide Web with HTML , C Xavier, McGraw Hill, New Delhi. 2. Complete HTML , BPB Publications, New Delhi. 3. XML , Xavier (TMH). 4. JavaScript in Easy Steps , Mike McGrath, Tata McGraw-Hill, New Delhi. 5. The Complete Reference , Holznr, PHP, McGraw-Hill, New Delhi. 6. PHP & MySQL in Easy Steps , Mike Mcgrath, McGraw-Hill, New Delhi. 7. PHP and MySQL , Steve Suehring, Tim Converse & Joyce Park, Wiley India Pvt. Ltd.			

DBMS & SQL Server (BCCA 3.2)			
Teaching Hours: 60 (Theory + Practical)	Total Credits: 4	Total Marks: 40 + 30 + 30 = 100	Group: Major Core
Objectives: 1. To understand database environment, DBMS and its architecture, Database administration. 2. To explore different data models and compare physical and logical databases. 3. To analyse data stored in SQL Server using DBMS to improve outcomes through data driven insides 1. To apply efficient SQL query to improve database performance.			
Learning Outcomes: After learning this course, students will be able to – 1. Understand and recall DBMS architecture. 2. Explore various data models to gain insights into their structure and relationships. 3. Analyse SQL server database structure to maintain data consistency and reliability 4. Apply various SQL query structure to retrieve, filter and manipulate data from databases effectively.			
Unit	Content		
I	Database environment, Data processing, Traditional and DBMS environment, Database system, Types of databases - Centralize, distributed, Database management system, Components of DBMS, DBMS elements, Database Approach - Objectives, benefits, characteristics, Advantages of DBMS, The three tire architecture, Three level architecture, Database administration – Roles, Functions and responsibilities of DBA.		
II	The E-R Model – Data models, Entities, attributes and relationship, Logical and Physical database design, Mapping Cardinalities, Database development process, Database development life cycle. Integrity constrains. Transforming ERR diagrams into relations, tree structure and hierarchical. Normalization, Codd’s 12 rules, hierarchical database structure, Network database structure, Relational database structure RDBMS		
III	Introduction to Microsoft SQL Server: Versions, Editions, Services and components, SQL Server Client tools. Installing SQL Server Instances: Preparing to install SQL Server, Upgrade consideration, Installation process, configuring the instances, SSMS, SSRS. Analysis with SQL: What is Data Analysis, Database Security, Database types, preparing data for Analysis, Types of Data.		
IV	SQL Query Structure : Basics of SQL, Types of SQL Statements, DDL, DML, DCL, DQL, TCL, Create database, Data types in SQL Server, Stored Procedure and User-Defined Functions, Sub Query, SQL Server System Administration: System Environment and Database Engine, Backup and Recovery and System Availability.		
Books Recommended: 1. Database System Concept , Korth and Sudarshan, McGraw Hill, New Delhi 2. An Introduction to Database System , Bipin C. Desai, Galgotia Publications Ltd, New Delhi 3. Database Management System , R. Panneerselvam, PHI, New Delhi 4. Microsoft SQL Server 2019 A Beginner’s Guide , McGraw Hill – Dusam Petkovic 5. Mastering SQL Server Essential techniques – ED Norex			

Business Economics (BCCA 3.3.1)			
Teaching Hours: 60	Total Credits: 4	Total Marks: 70 + 30 = 100	Group: Minor
Objective: <ol style="list-style-type: none"> 1. To provide the students an understanding of basic concepts of business economics and demand analysis. 2. To help students understand the requirements of business decision making and production analysis. 3. To make the students familiar with costing concepts and revenue analysis. 4. To provide knowledge to the students regarding market structures and competition. 			
Learning Outcomes: After learning this course, students will be able to – <ol style="list-style-type: none"> 1. Understand the important concepts of Business Economics, and further delve deeper into concepts related to Demand analysis like, Elasticity of demand and Indifference curve. 2. Analyse how the producers make decisions based on production function in short run and long run. 3. Evaluate the importance of cost analysis and revenue analysis for a business. 4. Apply the knowledge regarding various types of markets and how the companies function in a given nature of market & competition in realistic situations. 			
Unit	Content		
I	Introduction to Business Economics <ul style="list-style-type: none"> • Concept, Nature, Scope of Business Economics • 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, Case Study on Oil Refining Companies and Price Elasticity of Demand • Indifference Curve - Meaning, Properties of Indifference curve, Indifference map 		
II	Business Decision-Making and Production Function <ul style="list-style-type: none"> • Supply -Concept of Supply, Law of Supply, Elasticity of Supply, • Determination of Equilibrium price through market forces (Demand and Supply), Case Study on Demand and Supply of Gold in India • Production Function - Meaning of Production Function, Short Run & Long Run Production Function • Isoquant - Meaning, Properties • SDG 12 - Sustainable Consumption and Production - Concept, Targets and Indicators • Case study on Inability in taking strategic timely decisions a cause for Nokia's failure 		
III	Costing Concepts & Revenue analysis <u>Costing Concepts</u> <ul style="list-style-type: none"> • Cost Function - Meaning of Cost Function • Introduction to Various Short & Long Run Costing Concepts : Concept of Total Cost, Average Cost, Marginal Cost, Supply chain costs and drivers of supply chain costs • Relationship between Average Cost and Marginal Cost <u>Revenue Analysis</u> – Meaning of Revenue, Concept of Total Revenue, Average Revenue and Marginal Revenue <ul style="list-style-type: none"> • Theory of Firm- Objectives of a firm and profit maximization 		
IV	Market structure and competition <u>Market:</u> <ul style="list-style-type: none"> • Market - Meaning, Features, Types <u>Perfect Competition</u> - Meaning, features, Equilibrium of Industry and of Firm in short run (Price-Output Determination in short run) <u>Imperfect Competition</u> <ul style="list-style-type: none"> • Monopoly- Meaning, features, types, Equilibrium of firm (Price-Output Determination in short 		

	<p>run), Price Discrimination- meaning, types, conditions for price discrimination to be profitable</p> <ul style="list-style-type: none"> • Monopolistic Competition – Meaning, features, Equilibrium of firm (Price- Output Determination in short run) • Oligopoly - Meaning, features, kinked demand curve, Nash Equilibrium in Prisoner’s Dilemma- concept
Books Recommended:	
<ol style="list-style-type: none"> 1. Introduction to Modern Economics, Hardwick, Khan & Langmead, An, Longman London & New York, Revised Edition. 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, 11th Edition, 2004. 4. Micro Economics, P. N. Chopra, , Kalyani Publishers. 5. Micro Economics, D. D. Chaturvedi, Galgotia Publishing Company. 	



Name of Course: B.Com. (Major in Computer Application)

Semester – III

Company Law (BCCA 3.3.2)			
Teaching Hours: 60	Total Credits: 4	Total Marks: 70+30 =100	Group: Minor
Objective: 1. To impart basic knowledge of the provisions of Companies Act 2013. 2. To familiarize students with the legal regulations related to registration of a company. 3. To impart knowledge about important documents that define a company. 4. To impart knowledge of company functioning.			
Learning Outcomes: After learning this course, students will be able to – 1. Classify different types of companies under the Companies Act 2013, including registered, public, private, one-person, and others, and explain their respective features, privileges, and exemptions. (Understand) 2. Interpret the duties and liabilities of promoters, understand the preliminary steps involved in company incorporation, and explain the online registration process, issuance of certificates, and provisional contracts. (Evaluate) 3. Apply the principles of Memorandum of Association (MOA) and Articles of Association (AOA) to understand their clauses, alterations, and the legal implications of ultra vires transactions. Analyze the requirements and types of prospectuses and their significance. (Apply) 4. Analyze the concept of company meetings, including their requisites for validity, different types, and voting procedures. Evaluate the role of resolutions and assess the effectiveness of various voting methods, including postal ballot and e-voting. (Analyze)			
Unit	Content		
I	Introduction to companies act 2013 (as amended from time to time), features, Kinds of companies: Registered company, Public company, private company-privileges and exemptions of a private company, Conversion of Private company to Public company, conversion of Public company to Private company, One person company: Provisions and exemptions of OPC, , Conversion of OPCs into private and public companies, Holding and subsidiary company, Government company, Foreign Company, Sec 8 Company		
II	Formation of company – Promotion: duty and liabilities of promoters, legal position of promoters Incorporation: preliminary steps, online registration of a new company, certificate of incorporation, commencement of business, certificate of commencement of business, CIN, provisional contracts		
III	Documents: Memorandum of association- clauses and alterations Articles of association- Content and alterations Doctrine of ultra vires- effects of ultra vires transactions Prospectus: Meaning, requirements of a prospectus, abridged prospectus, shelf prospectus, misleading prospectus		
IV	Company meetings – Meaning of meeting, kinds of meetings, Requisites of a valid general meeting: notice, agenda, quorum, chairman, voting by poll, voting through postal ballot, procedure to be followed for conducting business through postal ballot, E-voting, Proxy and its provisions, Resolutions: Types of resolutions		
Books Recommended: 1. Company Law & Secretarial Practice. Sultan Chand & Sons, Kapoor, N.D: 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 Laws, Anil Kumar; Taxmann Publication			

Marketing Management (BCCA 3.3.3)			
Teaching Hours: 60	Total Credits: 4	Total Marks: 70+30 = 100	Group: Minor
Objective: 1. To introduce students to the fundamental concepts and principles of marketing. 2. To enable students to understand the importance of market segmentation, targeting, and positioning strategies in marketing management. 3. To provide students with a comprehensive understanding of product management processes and strategies. 4. To familiarize students with the various elements of the promotion mix and their role in marketing communications.			
Learning Outcomes: After learning this course, students will be able to – 1. Analyze the various philosophies of marketing and their significance in contemporary business environments. 2. Formulate effective positioning strategies for products or services based on market analysis and differentiation. 3. Evaluate the role of branding and packaging in product differentiation and consumer perception. 4. Develop integrated marketing communication plans for specific products or services considering diverse promotional channels and target markets.			
Unit	Content		
I	Introduction to Marketing –Market Definition, Types of Markets, Importance & Objectives of Marketing, Core concepts of Marketing, Different philosophies of marketing, Role of Marketing, Relationship of Marketing with other functional areas, concept of marketing mix, The marketing environment, Relationship marketing, Database marketing, Online marketing.		
II	Market segmentation, Targeting & Positioning - Concept, Need for segmentation, Bases for segmenting markets, Benefits of segmentation. Targeting-Introduction, selection of target market, evaluating market segments, selecting market segments. Positioning-Definition, Selecting the positioning platform, differentiating market offering, Case Study.		
III	Product Management – Meaning of product, Product Classifications, Difference between Consumer goods and Industrial goods, New Product Development process, Product life Cycle – Introduction, Importance of PLC, Phases of PLC. Branding: Meaning of Branding, types of branding, benefits of branding. Packaging: Meaning, Types of Packaging, advantages of Packaging		
IV	Promotion Decisions – Meaning, Objectives & Importance, Promotion mix -Objectives & advantages, Advertising, Publicity, Public Relations, personal selling, Sales promotion & Digital marketing, New issues in marketing – Globalization, Consumerism, need for consumer protection, Social aspects of marketing, Green Marketing.		
Books Recommended: 1. Marketing Management: Philip Kotler, Prentice Hall India, New Delhi 2. Marketing Management: Sherlekar, Himalaya Publishing House 3. Marketing Management: Text & Cases, By Rajagopal, Vikas Publishing House 4. Modern Marketing: Bhagwati, Pillai- S. Chand Publications.			

Direct Taxes (BCCA 3.4.1)			
Teaching Hours: 30	Total Credits: 2	Total Marks: 35 + 15 = 50	Group: Generic/Open Elective
Objective: 1. To develop a comprehensive understanding of the fundamental concepts and legal provisions of the Income Tax Act 1961, including the distinction between exemptions and deductions, and the rules for determining residential status of taxpayers. 2. To acquire practical skills in computing taxable income by applying relevant deductions and understanding tax computation principles as per the applicable tax slabs and rates.			
Learning Outcomes: After learning this course, students will be able to – 1. Demonstrate proficiency in understanding concepts of income tax by exhibiting a thorough understanding of fundamental tax concepts such as agricultural income, assessee classification, assessment year determination, and the distinction between gross total income, exemptions, and deductions within the framework of the Income Tax Act 1961. (Understand) 2. Apply taxation principles to Income Sources: Students will demonstrate the ability to analyze and compute taxable income from salary including the valuation of perquisites and the application of relevant deductions, thereby gaining practical skills essential for tax computation and compliance. (Apply)			
Unit	Content		
I	Introduction of Income Tax Act 1961 and basic concepts a) Basic concepts – Introduction of Income Tax Act 1961; Finance Act; Concepts of - Agricultural income, Assessee, Assessment year, Previous year, Person, Income, Gross total income, Charge of income Tax; Difference between Exemptions and Deductions; Introduction to Heads of Income. b) Residential Status - Rules for determining residential status of Individual Assessee. Income from Salary a) Income from Salary – Scope of Chargeability (Section 15); Salary, exemptions and deductions. b) Allowances – House Rent Allowance, Transport Allowance, Children Education Allowance, Medical allowance. c) Perquisite – Valuation of Rent- free Accommodation; Motor Car; Valuation of medical facility. d) Practical problems on computation of income from salary (excluding retirement benefits).		
II	Computation of Taxable Income and Income tax of an Individual Assessee a) Computation of Gross Total Income, Deductions under Sections 80C, 80D, 80DD, 80DDB, 80E, 80GG, 80TTA, 80TTB and 80U. b) Income tax slabs and rates as per old and new tax regime including Education cess, Higher education cess, surcharge (as applicable for relevant assessment year) c) Problems on Computation of Gross Total Income, Taxable Income and Income Tax liability of an Individual assessee considering the computed income under the heads of Salary, House Property and Other Sources. Note: Academic year will be considered as Assessment Year.		
Books Recommended: 1. Direct Tax , ICAI Module for Intermediate 2. Students Guide to Income Tax , Vinod K. Singhania Publisher, 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, 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 Singhania / Dr. Vinod K Singhania, Taxmann Publications Pvt Ltd, New Delhi.			

7. **STUDENTS GUIDE TO INCOME TAX WITH PROBLEMS AND SOLUTIONS (COMBO)**, Dr Monica Singhanian / Dr. Vinod K Singhanian, Taxmann Publications Pvt. Ltd, New Delhi.
8. **Income Tax Law & Accounts**, Mehrotra, Sahitya Bhavan, Agra.
9. **Law and Practice of Income-Tax in India**, Bhagavati Prasad, New Age International Publishers, New Delhi.
10. **Direct Tax Laws**, Dr. Girish Ahuja & Ravi Gupta, Bharat Publications



Name of Course: B.Com. (Major in Computer Application)

Semester – III

Financial Accounting – I (BCCA 3.4.2)			
Teaching Hours: 30	Total Credits: 2	Total Marks: 35+15 = 50	Group: Generic/Open Electives
Objective: 1. To understand the concept of final accounts for sole traders and develop the ability to prepare trading, profit and loss, and balance sheet accounts, including adjustments. 2. To gain insight into the final accounts of cooperative societies and develop the proficiency to prepare them in accordance with relevant legal provisions.			
Learning Outcomes: After learning this course, students will be able to – 1. Demonstrate the ability to analyze and synthesize financial data to prepare comprehensive final accounts for sole traders, integrating adjustments, and evaluate the financial health of the business. 2. Apply their understanding of legal provisions and financial principles to create accurate final accounts for cooperative societies and appraise the financial performance critically.			
Unit	Content		
I	Final Accounts of Sole Traders: Theory: Meaning of Final Accounts, Characteristics and Format of Trading A/c, Profit and Loss A/c and Balance Sheet, Meaning and nature of Adjustments. Practical Problems: Preparation of Trading A/c, Profit and Loss A/c and Balance sheet from Trial balance and Adjustments		
II	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.		
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 , Mohammed Hanif, Amitabh Mukherjee, S. Chand Publications 4. Financial Accounting , Dr. V. K. Goyal, Excel Books Publications 5. Financial Accounting , Jain S.P., Narang K.L., Kalyani Publishers, Delhi. 6. Financial Accounting , Grewal, Shukla, S. Chand (Sultan Chand Publications), Delhi			

Computer Graphics & Animation (BCCA 3.5)			
Teaching Hours: 45 (Theory + Practical)	Total Credits: 2	Total Marks: 35+5+10 = 50	Group: Vocational Skill Course
Objectives: <div>1. To understand the computer graphics and its techniques and apply computer graphics software to develop user friendly graphical interface for applications.</div> <div>2. To evaluate the versatility of Adobe Animate in creating interactive animation for Web and Mobile platform.</div>			
Learning Outcomes: After learning this course, students will be able to – <div>1. Understand the fundamental of Computer Graphics and capabilities of CoralDRAW as a versatile graphic design.</div> <div>2. Apply Adobe Animate’s animation tool to create dynamic and interactive web contents and Evaluate the suitability of Adobe Animate for various animation project based on their requirements.</div>			
Unit	Content		
I	Introduction to Computer Graphics: Overview of Computer Graphics, ComputerGraphics Application and Software, Description of some graphics devices, Digital formats – Resolution. File formats - audio, video, Image, Screen Resolutions, Dimensions – page layout, Concepts of 2D and 3D dimensions Introduction to CoralDRAW, Components and tools, Uses, Implementing templates, Inserting 3D Objects, Color Management Color Models – RGB, CMYK, Freehand beizer, pen tool and shape tool.		
II	Introduction to Adobe Animate: Meaning and types of animation, Frames and Keyframes, Frame-by-frame animation in animate, Classic Tween Animation in animate, Brush tools, Motion Tween and action script, Setting up animation tween span. Working with Scene.		
Books Recommended: <div>1. An Adobe Animate 2022 release – Russell Chun</div> <div>2. Learn Adobe Animate CC for Multiplatform Animations – Joseph Labrecque, Rob Schwartz</div> <div>3. Teach yourself CoralDRAW – Jha Showman Niranjan.</div> <div>4. Computer Graphics – Zhigang Xiang, Roy A. Plastok</div>			

Hindi (BCCA 3.6.1)

Teaching Hours: 30

Total Credits: 2

Total Marks:
35+15 = 50

Group: Ability
Enhancement Courses

Course Objectives:

1. To understand and appreciate the literary works in prose by renowned Hindi authors, focusing on their themes and messages.
2. To explore and comprehend the poetic expressions of various Hindi poets, delving into the emotions and ideas conveyed through their poems and develop practical skills in translation, advertisement writing, and business vocabulary enhancement in Hindi.

पाठ्यक्रम का उद्देश्य:

1. प्रमुख हिंदी लेखकों द्वारा गद्य में विभिन्न कृतियों को समझना और मूलभूत विषयों और संदेशों पर ध्यान केंद्रित करना।
2. विभिन्न हिंदी कवियों द्वारा की गई कविताओं की व्याख्या करना और उनके कविताओं के माध्यम से व्यक्त की गई भावनाओं और विचारों को समझना और हिंदी में अनुवाद, विज्ञापन लेखन, और व्यावसायिक शब्दावली में सुधार के प्रायोगिक कौशल विकसित करना।

Learning Outcomes: After learning this course, students will be able to –

1. **Analyze** and **interpret** the prose works of Dr. Abdul Kalam, Dr. Krishna Kumar Mishra, and Narayan Murthy, identifying the central themes and moral values conveyed in their writings.
2. **Analyze** the poems of Santosh Kumar Badal, Sohan Lal Dwivedi, and Methili Sharan Gupta, discerning the emotions, philosophies, and societal concerns expressed in their verses and **demonstrate** proficiency in translating texts from English to Hindi, crafting effective advertisements in Hindi, and expanding their business vocabulary in Hindi, facilitating communication in professional contexts.

शिक्षा परिणाम: इस पाठ्यक्रम के अध्ययन के बाद, छात्र निम्नलिखित कार्य कर सकेंगे:

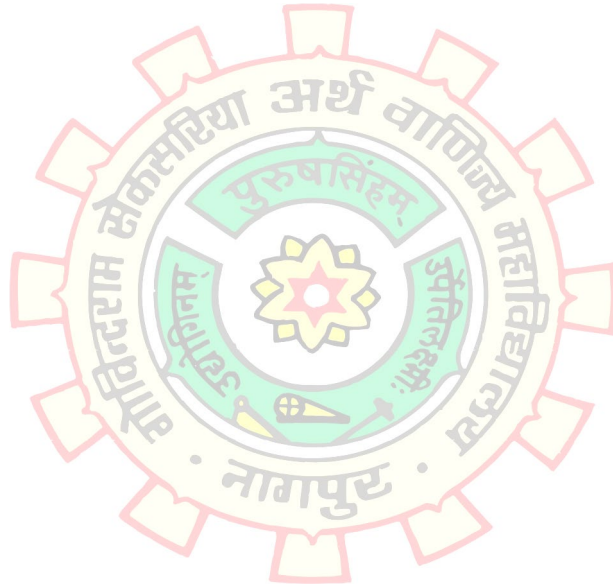
1. डॉ. अब्दुल कलाम, डॉ. कृष्ण कुमार मिश्र, और नारायण मूर्ति की गद्य रचनाओं का **विश्लेषण** और व्याख्या करके उनकी लेखनी में प्रमुख विषयों और नैतिक मूल्यों को **पहचान** सकेंगे।
2. संतोष कुमार बादल, सोहन लाल द्विवेदी, और मेथिली शरण गुप्त की कविताओं का **विश्लेषण** करके, उनकी पंक्तियों में व्यक्त भावनाओं, दार्शनिकताओं, और सामाजिक चिंताओं को **पहचान** सकेंगे और अंग्रेजी से हिंदी में पाठों का अनुवाद करके, हिंदी में प्रभावी विज्ञापन बनाने, और हिंदी में व्यावसायिक शब्दावली का विस्तार करने में **प्रवीण** होंगे, जो व्यावसायिक संदर्भों में संचार को सुगम बनाएगा।

Unit	Content
I साहित्यिक हिंदी	गद्य भाग <ul style="list-style-type: none"> ➤ शाश्वत जीवन मूल्य- अदम्य साहस – डॉ. अब्दुल कलाम ➤ जलवायु परिवर्तन तय करेगा धरती पर सभ्यता का भविष्य (निबंध) डॉ. कृष्ण कुमार मिश्र ➤ उद्यमशीलता- बेहतर भारत बेहतर दुनिया – नारायण मूर्ति पद्य भाग <ul style="list-style-type: none"> ➤ अवकाश - संतोष कुमार बादल ➤ लहरो से डरकर नौका पार नाही होती – सोहन लाल द्विवेदी ➤ मनुष्यता- मेथिली शरण गुप्त
II व्यावहारिक हिंदी	<ul style="list-style-type: none"> ➤ अनुवाद: - अर्थ - परिभाषा, स्वरूप, अनुवादक के गुण, सफल अनुवाद की विशेषताएँ, अनुवाद प्रक्रिया, प्रकार। ➤ विज्ञापन लेखन - अर्थ - परिभाषा, गुण, लाभ, सावधानी आदि। ➤ पारिभाषिक शब्दावली (वाणिज्य विषयक)

Books Recommended:

संदर्भ ग्रंथ :-

१. अदम्य साहस – डॉ. अब्दुल कलाम
२. बेहतर भारत बेहतर दुनिया – नारायण मूर्ति
३. विज्ञापन के मुल तत्व :- डॉ. जयश्री जोशी , केलाश पुस्तक सदन , भोपाल
४. मीडिया लेखन और अनुवाद विज्ञान : डॉ जगदीश शर्मा . डॉ धनबहादूर पाठक , हरीश प्रकाशन मंदिर



Marathi (BCCA 3.6.2)

Marathi (BCCA 3.6.2)			
Teaching Hours: 30	Total Credits: 2	Total Marks: 35+15 = 50	Group: Ability Enhancement Courses
Course Objectives: 1. To understand and appreciate the literary works in prose by renowned Marathi authors, focusing on their themes and messages. 2. To develop practical skills in internet usage in Marathi language, news editing, and business vocabulary enhancement in Marathi.			
पाठ्यक्रमाचे उद्देश्य: 1. प्रसिद्ध मराठी लेखकांच्या गद्य रचना समजून मूल्यांकन करणे, त्यांच्या विषय आणि संदेशांवर लक्ष केंद्रित करणे. 2. मराठी भाषेत इंटरनेट वापराचे कौशल्य विकसित करणे, बातम्या संपादन, आणि मराठीत व्यावसायिक शब्दकोश वाढवणे.			
Learning Outcomes: After learning this course, students will be able to – 1. Analyze and interpret the prose works of Dr. Abdul Kalam, Narayan Murthy, Shrinivas Thanedar, discerning the central themes and moral values conveyed in their writings. 2. Demonstrate proficiency in using the internet in Marathi language, editing news content effectively, and expanding their business vocabulary in Marathi, facilitating communication in professional contexts.			
शिक्षण परिणाम: या पाठ्यक्रमाच्या अभ्यासानंतर विद्यार्थी खालील कार्ये करू शकतील: 1. डॉ. अब्दुल कलाम, नारायण मूर्ती, श्रीनिवास ठाणेदार यांच्या गद्य रचनांचा विश्लेषण आणि व्याख्या करून, त्यांच्या लेखनांमध्ये अडचणी आणि मूल्यांकन करून, मुख्य विषय आणि नैतिक मूल्ये ओळखून त्यांची समज करण्यात विद्यार्थी सक्षम होतील. 2. मराठी भाषेत इंटरनेट वापराचे कौशल्य, बातम्या संपादन योग्यतेत दक्षता, आणि मराठीत व्यावसायिक शब्दांचे विस्तार करणे, यात्रेत व्यावसायिक संदर्भात संवाद सुचारूप बनवण्यात विद्यार्थी सक्षम होतील.			
Unit	Content		
I साहित्यिक मराठी	गद्य विभाग ➤ चिरंतन मूल्ये : ए. पी. जे. अब्दुल कलाम ➤ उद्योजकतेविषयी : नारायण मूर्ती ➤ नक्षत्रांचे देणे : श्रीनिवास ठाणेदार पद्य विभाग ➤ पसायदान : संत ज्ञानेश्वर ➤ दोन पर्याय : दिलीप कुलकर्णी ➤ विश्वशांती : दिनेश काळे		
II व्यावहारिक मराठी	➤ इंटरनेट आणि मराठी भाषा : डॉ.नंदकिशोर मोरे ➤ वृत्त संपादन : प्रभाकर कोंडबतुनवार ➤ पारिभाषिक शब्दावली (वाणिज्य विषयक)		
Books Recommended (संदर्भ ग्रंथ): १. शब्द साधना भाग -२ २. अदम्य जिद्द : ए- पी- जे- अब्दुल कलाम ३. अ बेटर इंडिया अ बेटर वर्ल्ड : नारायण मूर्ती ४. सुगम मराठी व्याकरण व लेखन - मो. रा. वाळम्बे ५. जाहिरातींचे जग : यशोदा भागवत , मौज प्रकाशन गृह , मुंबई			

Name of Course: B.Com. (Major in Computer Application)

Semester – III

Physical Education – III (BCCA 3.8)			
Teaching Hours: 30	Total Credits: 2	Total Marks: 35+15 = 50	Group: Co-Curricular Courses
Objectives: 1) To understand and distinguish between skill-related and health-related physical fitness components. 2) To develop knowledge and practical skills in athletics, specifically in throwing events such as Shot Put, Discus Throw, and Javelin Throw.			
Learning outcome: After learning this course, students will be able to: 1) Explain the meaning and types of yogasanas, analyze their benefits, and evaluate their role in promoting physical and mental health. (Applying, Analyzing, Evaluating) 2) Demonstrate and practice specific asanas (such as Tadasana, Vrukshasana, Padmasana, Vajrasana, etc.) and relaxing asanas (Shavasana, Makarasana), and assess their impact on personal health and well-being. (Applying, Creating, Evaluating)			
Unit	Content		
I	Yogasana – Meaning, Types of Asanas, Benefits of Yogasana		
II	Asanas (Postures): (Practical) i) Standing Asanas - Tadasana, Vrukshasana, Virbhadrasana ii) Sitting Asanas - Padmasana, Vajrasana, Ardha Matsendrasana iii) Lying Asanas a) Supine Position – Naukasana, Setu Bandhasana b) Prone Position – Bhujangasana, Shalabhasana Relaxing Asanas: Shavasana, Makarasana		
Books Recommended: 1. Iyengar, B.K.S. (2001). <i>Light on Yoga</i> . HarperCollins Publishers. 2. Saraswati, Swami Satyananda (2008). <i>Asana Pranayama Mudra Bandha</i> . Yoga Publications Trust. 3. Desikachar, T.K.V. (1999). <i>The Heart of Yoga: Developing a Personal Practice</i> . Inner Traditions. 4. Hatha Yoga Pradipika by Swami Muktibodhananda (2012). Yoga Publications Trust. 5. Sivananda, Swami (2004). <i>The Complete Illustrated Book of Yoga</i> . Three Rivers Press.			

Oracle (BCCA 4.1)

Oracle (BCCA 4.1)			
Teaching Hours: 60 (Theory + Practical)	Total Credits: 4	Total Marks: 40 + 30 + 30 = 100	Group: Major Core
Objectives: 1. To understand the importance of data organization in Oracle with SQL queries. 2. To explore the structure of ORACLE functions and views. 3. To analyze data in Oracle with PL/SQL block. 1. To apply SQL query to implement cursor and trigger.			
Learning Outcomes: After learning this course, students will be able to – 1. Understand and recall DBMS history with different queries on database. 2. Explore the use of functions and views. 3. Analyse complex datasets efficiently using PL/SQL blocks. 4. Apply ORACLE PL/SQL cursors and Triggers to maintain data consistency.			
Unit	Content		
I	Introduction to ORACLE as RDBMS, History & standardization of SQL, Elements of SQL: Database objects, reserved words, Keywords, Variables, Data Types, Operators: Arithmetic, Comparison, Logical, IN, Between, Like, Constraints. Types of SQL Statements: DDL DML, DCL, DQL TCL.		
II	Functions: Arithmetic & Characters Functions, comparison, Logical set, Group function, Date Functions, Miscellaneous Functions, Stored Procedure. View: Create, Alter And Drop, Joins: Inner, Outer, semi, self and Cross. Sub Query, Report Commands.		
III	Introduction to PL/SQL, Variables, Initialization of variables, Dynamic data types, PL/SQL Block, Control Statements, loop statements, procedure and function.		
IV	PL/SQL Cursor: Declare cursor, Fetch, Open cursor, Close cursor. Exception, Triggers: Concepts, Trigger definition, Trigger type, Enabling, Disabling & Dropping triggers, synonyms, collections and Record, Varray, Nested table, Records.		
Books Recommended: 1. Oracle: I.T. Today (Encyclopedia) 2. SQL/PLSQL The programming Language of ORACLE 4th Edition, IVAN Bayross 3. Oracle PL/SQL : PL/SQL in 21 days (Techmedia) SAMS			

Name of Course: B.Com. (Major in Computer Applications)

Semester – IV

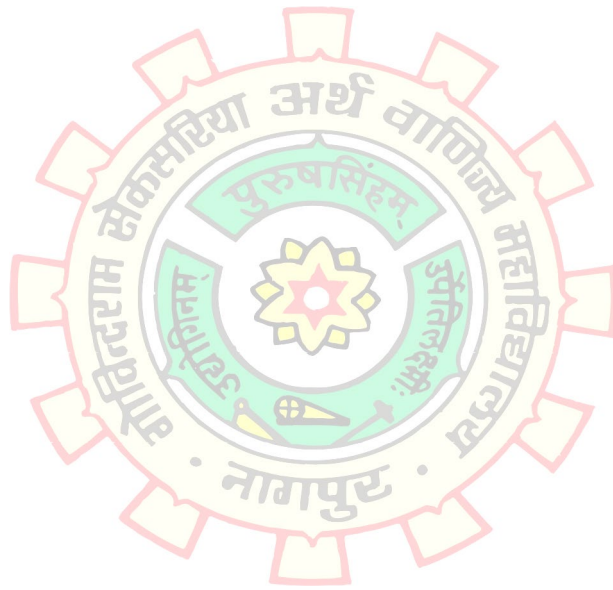
Core Java (BCCA 4.2)			
Teaching Hours: 60 (Theory + Practical)	Total Credits: 4	Total Marks: 40 + 30 + 30 = 100	Group: Major Core
Objectives: 1. To understand the fundamental concepts of Object Oriented programming in JAVA. 2. To explore the power of inheritance, constructor and multithreaded programming. 3. To analyse the techniques of JAVA I/O operations within packages. 1. To apply JAVA Applets that incorporate GUI using AWT components.			
Learning Outcomes: After learning this course, students will be able to – 1. Understand the semantics of JAVA Programming language including data types, operators and control structures. 2. Explore advanced OOP concepts in Java to create flexible and extensible software design. 3. Analyse different types of streams available in JAVA. 4. Apply the concepts of user input and events in Java applets using AWT event handling mechanisms.			
Unit	Content		
I	History and evaluation of Java, Overview of Java, Data types Variables and Arrays, Operators, Control Statements, Introducing Classes, Methods and Classes.		
II	Inheritance, Constructors, Method Overriding, Package and Interfaces, Exception Handling, Multithreaded Programming, Enumerations, autoboxing and Annotations (Metadata).		
III	I/O, Generics, String Handling, Exploring Java.Lang, Java.util: Collection Framework, Input /Output: Exploring Java.io, The Stream Class, Character Stream, Console Class, Serialization.		
IV	Applets, Applet Class, Event handling, Introducing AWT: Working with windows, graphics, text, Using AWT controls, Layout Managers and Menus, Images.		
Books Recommended: 1. Programming with Java , E. Balagurusamy, McGraw-Hill, New Delhi. 2. Java The Complete Reference , Seventh Edition, Herbert Schildt, Mc Grew Hill 3. Java The Complete Reference , Ninth Edition by Herbert Schildt Publication, Oracle PresS			

Monetary Economics (BCCA 4.3.1)			
Teaching Hours: 60	Total Credits: 4	Total Marks: 70+30 =100	Group: Minor
Objective: <ol style="list-style-type: none"> 1. To help students understand the basic concepts related to money and the importance of money in growth and welfare. 2. The core objective is to provide the students with an understanding of apex banking institution, commercial banks, modern digital banking systems and other financial institutions 3. To provide students with an understanding of the functioning of Development Banks, Cooperative societies, NBFCs, Payment Banks and Neo Banks 4. To enable the students to understand the working of macroeconomic fundamentals business cycles, inflation and deflation. 			
Learning Outcomes: After learning this course, students will be able to – <ol style="list-style-type: none"> 1. Understand the concepts of money, paper currency, methods of issue, Fisher's Quantity Theory, facilitating their ability to analyze their significance in economic contexts. 2. Correlate how changes in money supply can lead to changes in the dynamic economic system and analyze the measures taken by RBI to combat economic fluctuations 3. Classify the working of various banking institutions in the country and their functioning. 4. Evaluate parameters like National Income, Inflation, Deflation and Business Cycles to measure the performance of economy. 			
Unit	Content		
I	Money in Economics <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 - Merits & Demerits, Proportionate Reserve Method - Merits & Demerits, Minimum Reserve Method - Merits & Demerits • Fisher's Quantity Theory of Money and Criticism 		
II	Central Bank (Reserve Bank of India) and Commercial Banks <ul style="list-style-type: none"> • 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, Recent Indian monetary policy trends • Indian Banking System - Introduction and Structure of Indian Banking System, • Commercial Banks - Meaning, Importance, Functions, Credit Creation by Commercial Banks, Banking schemes for Women. • Non-Performing Assets - Concept, Causes, Consequences & Remedies 		
III	Various Banking Institutions <ul style="list-style-type: none"> • Development Banks – NABARD, EXIM Bank: Meaning, Functions • Cooperative Banks – Concept, functions • NBFC – Concept, functions • Payment Banks – Introduction, Concept, Functions • Neo Banks – Introduction, Concept, Functions 		
IV	National Income <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, National income is not a true indicator of welfare, Concept of Circular flow of national income, Impact of Growing global income inequalities. • Inflation – Meaning, Causes, Effects, Remedies, Recent trends in global inflation 		

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| | <ul style="list-style-type: none">• Deflation – Meaning, Causes, Effects, Remedies.• Business Cycle – Meaning, Features, Phases, Financial crisis 2008 |
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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.



Name of Course: B.Com. (Major in Computer Application)

Semester – IV

Business Law (BCCA 4.3.2)			
Teaching Hours: 60	Total Credits: 4	Total Marks: 70 + 30 = 100	Group: Minor
Objectives: <ol style="list-style-type: none">1. To enable students to understand the basic mercantile law that governs contracts in India2. To equip students with the knowledge of limited liability partnership as a way of business3. To familiarize students with the concept of consumerism and the relevant consumer law4. To provide students with an overview of the banking law in India.			
Learning Outcomes: After learning this course, students will be able to <ol style="list-style-type: none">1. Remember key provisions of Indian Contract Act and special contracts.2. Demonstrate an understanding of Limited liability partnership and apply legal provisions for incorporating an LLP.3. Understand and use the legal provisions available to consumers in India.4. Analyse the banking structure and comment on the role of Banks			
Unit	Content		
I	INDIAN CONTRACT ACT, 1872 Essential elements of a valid contract, Capacity to contract, Performance of a contract, Discharge of contract, Remedies for breach of contract Contract of Indemnity – Definition, Rights of indemnity holder Contract of Guarantee – Definition, Rights of surety, Extent of Surety's liability Contract of Bailment – Definition, Kinds, Duties of Bailer and Bailee, Contract of Pledge – Definition, Rights and duties of Pawnor and Pawnee		
II	Limited Liability Partnership Act, 2008 – Meaning and Nature of LLP, features of LLP, small LLP and its advantages, Key Highlights of LLP (Amendment) Act, 2021, Process of incorporation of LLP (with recent amendments), Registration of LLP and effect of registration, Provisions relating to name of LLP. Definition of partner, Qualification and disqualifications of becoming partner, designated partner, liability of partner. Conversion from Partnership firm into LLP – procedure for conversion.		
III	Consumer Protection Act, 2019 Definitions – Complaint, Complainant, Consumer, Person, Service, misleading advertisement, Deficiency in service, Unfair trade practices. Rights of consumers; Procedure to file complaint; Remedies available to consumers Consumer Protection Councils – Central, State and District Councils; Consumer Disputes Redressal machinery- District Forum, State Commission, National Commission- their jurisdiction. Relevant Case studies		
IV	Banking Law Indian Banking Structure; Commercial banks, Functions of commercial banks; Effects of nationalization of commercial banks, RBI- Constitution, Management and Functions; Definition of banker and customer; Duties of a Banker; Relationship between banker and customer; rights of bankers, obligations of bankers Banking Regulation Act, 1949- Nature of the Act; Forms of business in which banking companies may engage; Reserve Fund; Cash reserve; Powers of RBI to give directions		
Books Recommended:			
<ol style="list-style-type: none">1. Business Laws, Kapoor N.D., Sultan Chand & Sons, New Delhi2. Business Laws, Sushma Arora; Taxmann's (11th Edition)3. A Manual of Business Laws, Dr S N Maheshwari; Himalaya Publishing House4. Banking Law and Practice, E Gordon, K Natarajan			

Human Resource Management (BCCA 4.3.3)			
Teaching Hours: 60	Total Credits: 4	Total Marks: 70+30 = 100	Group: Minor
Objective: <ul style="list-style-type: none">1. To acquaint students with the techniques and principles to manage human resource of an organization.2. To learn the basic concepts and frameworks of human resource Management (HRM).3. To understand the role of HR in an effective business administration.4. To improves critical thinking skills of the students about HRM System as a tool for organizational success.			
Learning Outcomes: After learning this course, students will be able to – <ul style="list-style-type: none">1. Understand the Aspects of HRM in an organization.2. Analyze the principles and theories underlying job design and Job Evaluation in enhancing employee motivation and performance.3. Examine the impact of effective leadership perspectives on organizational performance.4. Understand the purpose of Performance Appraisal and Identify Different Methods and Techniques of Performance Appraisal.			
Unit	Content		
I	Introduction to HRM- Meaning, Definition, Scope, Objectives, Functions of HRM, Importance of HRM, Role of H.R. Manager, Qualities of a HR manager and Future of HRM.		
II	H.R. Planning: Meaning, Benefits of H R Planning. Recruitment: Meaning, Definition, Sources, Selection: Meaning, Techniques, Interview: Types, Objectives, Induction: Meaning, Objectives, Placement: Meaning, Objectives.		
III	Training & Development: Meaning, definition, importance, need, Methods of Training, types of training, Training Need Analysis. Absenteeism. Meaning, Reasons, Promotions: Meaning, Basis of Promotion, Transfer: Meaning, Reasons.		
IV	Job Analysis: Concept, Role, Techniques, Job Evaluation: Concept, Objectives, Process, Job Specification: Meaning, Elements, Job Description: Meaning, Elements. Performance Appraisal: Meaning, Objectives, Purpose, Process, Various Modern methods of Performance Appraisal.		
Books Recommended: <ul style="list-style-type: none">1. A Text book of Human Resource Management, C. B. Mamoria & S. V. Gankar. Himalaya Publishing House2. Personnel and human Resource management - Text & cases, P Subba Rao, Himalaya Publishing House3. Human resource Management, P. Jyothi, Oxford University Press.4. Human Resource and Personnel Management – Text and cases, K. Aswathappa, Publication.			

Name of Course: B.Com. (Major in Computer Application)**Semester – IV**

Indirect Taxes (BCCA 4.4.1)			
Teaching Hours: 30	Total Credits: 2	Total Marks: 35+15 = 50	Group: Generic/Open Elective
Objective: 1. To develop an understanding of the indirect tax structure in India, the need for introduction of GST and conceptual understanding about the provisions of GST law. 2. To acquire the ability to apply such provisions in practical scenario and familiarize the students with calculation of GST.			
Learning Outcomes: After learning this course, students will be able to – 1. Understand the dynamic nature of indirect taxation, under the scope and applicability of GST. 2. Analyze the taxable event under GST, compute the value of taxable supply and critically analyze the availment and utilization of ITC.			
Unit	Content		
I	Introduction to Indirect Taxes: Salient features of Indirect Taxes, need, importance and advantages (GST, Customs, Excise, VAT), Concept of aggregate turnover. Persons liable for registration, persons not liable for registration, procedure for registration & compulsory registration in certain cases. Registration of GST: Determination of aggregate turnover and eligibility of a dealer for registration under GST (Numerical Problems).		
II	Concept of Supply & ITC under GST: Supply, Forms of supply & Consideration. (Theory) ITC – Eligibility and conditions for taking ITC, Utilization of ITC, blocked credits. Charge of GST-Inter-State & Intra-State supply, extent and commencement of GST Law. Levy and collection of CGST & IGST (Sec.5 of IGGST and Sec.9 of CGST) Computation of value of taxable supply and calculation of admissible ITC and utilization of ITC. (Numerical Problems)		
Books Recommended: 1. Indirect Taxes – Law & 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 Module 4. Comprehensive Guide to Indirect Tax Laws , Yogendra Bangar 5. Systematic Approach to GST , Girish Ahuja & Ravi Gupta			

Financial Accounting – II (BCCA 4.4.2)			
Teaching Hours: 30	Total Credits: 2	Total Marks: 35+15 = 50	Group: Generic/Open Elective
Objective: <div>1. To understand the preparation of financial statements for joint stock companies in compliance with statutory provisions and analyze the impact of company law amendments on financial reporting.</div> <div>2. To gain insight into the issuance, forfeiture, and re-issue of shares in companies, and develop proficiency in journalizing related transactions.</div>			
Learning Outcomes: After learning this course, students will be able to – <div>1. Interpret and apply the provisions of the Companies Act, 2013, to prepare financial statements for joint stock companies and evaluate the implications of amendments on reporting practices.</div> <div>2. Demonstrate the ability to analyze various methods of share issuance, record transactions related to share application, allotment, and calls, and journalize the forfeiture and re-issue of shares, considering different scenarios and effects on company capital.</div>			
Unit	Content		
I	Final Accounts of Public and Private Limited Companies: Theory: Meaning of Public Limited and Private Limited Companies, Characteristics, Merits and Demerits, Statutory Provision regarding preparation of Companies Final Account as per Amended Companies 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.		
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		
Books Recommended: <div>1. Financial Accounting, Paul, S. K, New Central Book Agency</div> <div>2. Financial Accounting for Managers, Ghosh, T. P. Taxman Allied Service</div> <div>3. Financial Accounting, Mohammed Hanif, Amitabh Mukherjee, S. Chand Publications</div> <div>4. Financial Accounting, Dr. V. K. Goyal, Excel Books Publications</div> <div>5. Financial Accounting, Jain S.P., Narang K.L., Kalyani Publishers, Delhi.</div> <div>6. Financial Accounting, Grewal, Shukla, S. Chand (Sultan Chand Publications), Delhi</div>			

Name of Course: B.Com. (Major in Computer Application)

Semester – IV

Advanced Business Writing Skills (BCCA 4.5.1)			
Teaching Hours: 30	Total Credits: 2	Total Marks: 35+15 = 50	Group: Skills Enhancement Course
Objective: 1. To Develop Advanced Business and Academic Writing Skills 2. To Develop Functional English Skills 3. To develop Analytical and Presentation skills.			
Learning Outcomes: After studying this subject, students would be able to achieve the following course outcomes as per Bloom’s taxonomy: 1. CO1 and CO2 – Unit I- will achieve the attaining of CO1, CO2 and CO3- Understand, apply and analyse by asking questions on correspondence. 2. CO3 and CO4 – Unit II – Unseen Passage-will achieve the attaining of CO3- Apply and CO4-Analyze by asking questions based on unseen passage for comprehension. The students have to apply their skills of reading, analyzing and attempt the questions. 3. CO5 and CO6- Unit II- Designing a feedback questionnaire and Vocabulary/grammar-based exercises will achieve the attaining of CO5-evaluate and CO6-create .			
Unit	Content		
I	i) Report Writing- Sales Report, Feasibility Report, Progress Report, Market Survey Report ii) E-mail writing iii) Drafting of Notice and agenda of a meeting iv) Job application with Bio-data		
II	Non-textual: i) Unseen Passage for comprehension with 5 questions based on it (3 questions on write the answer, 1 question on vocabulary (write the synonym or antonym of a word from passage, 1 question on give a suitable title to the passage) ii) Make a precis of a given passage to one-third of its length and give a suitable title to it. iii) Idioms and phrases-make sentences using the idioms and phrases.		
Books Recommended: 1. Business Communication – Urmila Rai, S.M. Rai – (Himalaya Publishing House) 2. Business Communication – V. K. Jain & Omprakash Biyani (S. Chand) 3. Business Correspondence and Report Writing – R.C. Sharma & Krishna Mohan (Tata McGraw-Hill) 4. Developing Communication Skills – Krishna Mohan & Meera Banerji (Macmillan)			

Name of Course: B.Com. (Major in Computer Application)

Semester – IV

Soft Skills (BCCA 4.5.2)			
Teaching Hours: 30	Total Credits: 2	Total Marks: 35+15 = 50	Group: Skills Enhancement Course
Objective: <ul style="list-style-type: none">1. To develop essential skills in written communication for academic and business purposes, covering report writing, e-mail etiquette, and drafting official notices and agendas.2. To enhance proficiency in written communication through the creation of press releases, news reports, summaries, and idea expansions.			
Learning Outcomes: After learning this course, students will be able to – <ul style="list-style-type: none">1. Effectively compose various types of reports and e-mails following professional standards and Draft clear and concise notices and agendas for official meetings.2. Write engaging press releases and news reports adhering to journalistic standards, Summarize information effectively within specified word limits, Expand upon given ideas coherently and concisely.			
Unit	Content		
I	<ul style="list-style-type: none">i) Definition and types of Soft Skills.ii) Importance of Soft Skills for the job market.iii) Important Soft Skills for success.		
II	<ul style="list-style-type: none">i) Interpersonal Skills- Communication skills, team-work, motivation, dependability and problem-solving, confidence.ii) Emotional Intelligence Skills- Stress Management, task delegation, planning, problem solving, empathy, patience.iii) Leadership Skills-Accepting responsibility, Planning, delegation of work, crisis management, decision making, coordination, risk taking ability.		
Books Recommended: <ul style="list-style-type: none">1. Soft Skills – Personality Development for Life Success by Prashant Sharma; BPB Publications2. Personality Development and Soft Skills by Shikha Kapoor; IK International			

Turning Points – A Journey through Challenges (BCCA 4.6)			
Teaching Hours: 30	Total Credits: 2	Total Marks: 35+15 = 50	Group: Ability Enhancement Course
Objective: <div>1. To develop the comprehension and understanding skills of students.</div> <div>2. To motivate students to acquire good values.</div> <div>3. To develop the creative skills of students.</div> <div>4. To develop the analytical and application skills of students.</div>			
Learning Outcomes: After studying this subject, students would be able to achieve the following course outcomes as per Bloom’s taxonomy: <div>1. CO1 and CO2 – Unit I- will achieve the attaining of CO1 and CO2 Remember and Understand by asking theory-based questions.</div> <div>2. CO3 and CO4 – Unit II – Unseen Passage-will achieve the attaining of CO3- Apply and CO4-Analyze by asking questions based on unseen passage for comprehension. The students have to apply their skills of reading, analyzing and attempt the questions.</div> <div>3. CO5 and CO6 – Unit II- Developing an Ad and Vocabulary/grammar-based exercises will achieve the attaining of CO5-evaluate and CO6-create.</div>			
Unit	Content		
I (20M)	<div>i) When Can I Sing a Song of India?</div> <div>ii) My Ninth Lecture at Anna University</div> <div>iii) Seven Turning Points of my Life</div> <div>iv) The Interactive President</div>		
II (15M)	<div>Non-textual</div> <div>i) Unseen Passage for comprehension with 5 questions based on it (3 questions on write the answer, 1 question on vocabulary (write the synonym or antonym of a word from passage, 1 question on give a suitable title to the passage)</div> <div>ii) Write a paragraph in (60-75) words on any one of the given topics (Any one out of four based on Famous personalities, social topic, current topics, environment)</div> <div>iii) One word substitution with multiple choices in brackets</div>		
Books Recommended: <div>1. Turning Points – A Journey through Challenges by Dr. A. P. J. Abdul Kalam</div>			

Physical Education – IV (BCCA 4.8)			
Teaching Hours: 30	Total Credits: 2	Total Marks: 35+15 = 50	Group: Co-Curricular Courses
Objectives: 1) To provide students with an understanding of the concept and benefits of yogasana, pranayama, meditation, and Suryanamaskar. 2) To enable students to learn and practice various pranayama techniques, meditation practices, and the sequence of Suryanamaskar.			
Learning outcome: After learning this course, students will be able to: 1) Explain the meaning and benefits of pranayama, meditation, and Suryanamaskar, and integrate these practices into their daily routine for overall well-being. (Understanding, Applying) 2) Demonstrate and practice different types of pranayama (Anulom Vilom, Shitkari, Shitli, Bhramari), perform Om chanting, and execute the 12 poses of Suryanamaskar accurately, while evaluating their effects on respiratory health, mental focus, relaxation, physical fitness, and flexibility. (Applying, Analyzing, Evaluating)			
Unit	Content		
I	Yogasana – Meaning and Benefits of Pranayama		
II	Pranayama: Types of Pranayama (Anulom Vilom, Shitkari, Shitli, Bhramari) Om Chanting Suryanamaskar: 12 Poses of Suryanamaskar		
Books Recommended: 1. Iyengar, B.K.S. (2001). <i>Light on Yoga</i> . HarperCollins Publishers. 2. Saraswati, Swami Satyananda (2008). <i>Asana Pranayama Mudra Bandha</i> . Yoga Publications Trust. 3. Sivananda, Swami (2004). <i>The Complete Illustrated Book of Yoga</i> . Three Rivers Press. 4. Vasudevan, M. (2015). <i>Yoga for Health and Peace</i> . Khel Sahitya Kendra. 5. Desai, R.S. (2010). <i>Yoga and Meditation: A Holistic Approach to Perfect Homeostasis</i> . Sports Publication.			

Advanced Java Programming (BCCA 5.1)			
Teaching Hours: 60 (Theory + Practical)	Total Credits: 4	Total Marks: 40 + 30 + 30 = 100	Group: Major Core
Objectives: 1. To understand the core concepts of the Java and how to implement a Java application using Swing and JDBC. 2. To analyze the components of Java enterprise applications and apply this knowledge to deploy and manage a Java web application effectively. 3. To explore key concepts of Java web development including Servlets, JSP, and web design using HTML & Bootstrap. 4. To evaluate the principles and components of Spring IoC, MVC, and Hibernate.			
Learning Outcomes: After learning this course, students will be able to – 1. Understand the fundamentals the key concepts of Java which will be applied to implement Java applications using Swing and JDBC with appropriate Swing layouts. 2. Create Java enterprise application using JSP, Servlets, and Apache Tomcat, and apply best practices to deploy and manage the application effectively. 3. Apply the concepts of Java web technologies to build dynamic, interactive web applications. 4. Evaluate the effectiveness of Spring IoC, MVC, and Hibernate integration in developing scalable, maintainable web applications through hands-on project implementation.			
Unit	Content		
I	Introduction to Collection Framework, JDBC, Swing Controls, Implementing Java application with Swing & JDBC, Swing layouts.		
II	JAVA enterprise application, introduction to Eclipse, JSP and servlet, JSP lifecycle, Servlet Lifecycle, Introduction to Apache Tomcat container, Deploying a JAVA application.		
III	Servlet Request & Servlet Response, HTTP Session, Types of Servlet, JSP inbuilt objects, filter, listener, JSP tags & Inter-servlet communication, designing web pages using HTML & Bootstrap.		
IV	Introduction to Spring IOC & MVC, Spring core container and advanced container, Dependency Injection: Types of Dependency Injection, Depends on a dependency-check attribute, Secondary, Array and collection dependency injection, auto wiring, stereotype annotation, Introduction to Hibernate framework, Spring MVC CRUD operation using Hibernate. Real-world Mini Project (e.g., Employee Registration System)		
Books Recommended: 1. Java the complete reference Eighth Edition, Herbert Schildt, ORACLE Press 2. Head First Servlets and JSP , Bryan Basham, Kathy Sierra and Bert Bates, Oreilly 3. Black book second edition , Santosh Kumar K., Publication Dreamtech Press			

Python (BCCA 5.2)

Python (BCCA 5.2)			
Teaching Hours: 60 (Theory + Practical)	Total Credits: 4	Total Marks: 40 + 30 + 30 = 100	Group: Major Core
Objectives: 1. To understand the core concepts of Python programming to build and debug basic programs. 2. To analyze concepts of functions, modules and exception handling programs. 3. To explore string manipulation, file handling, and object-oriented programming concepts. 4. To evaluate the process of developing full-scale Python applications.			
Learning Outcomes: After learning this course, students will be able to – 1. Understand and recall key elements of programming to perform operations and making statements. 2. Analyze system utilities work in Python to write modular, efficient programs. 3. Apply object-oriented and string handling concepts of Python to develop organized and efficient code structures. 4. Evaluate integrated user interfaces, data visualization, and database connectivity.			
Unit	Content		
I	Introduction to Python: Introducing python, installing python on windows, Launching Python on your machine, Identifiers and Variables, writing your first program, obtaining user input, Correcting Errors. Performing operations - Doing arithmetic, assigning values, Comparing Values, Assessing logic. Examining Conditions, Setting precedence, Type Casting, Making statements - Writing lists, manipulating lists, restricting lists, associating list elements, control and looping statements.		
II	Defining Functions- Understanding scopes, supplying arguments, Returning Values, using callbacks, adding placeholders, producing generators, handling exceptions, Debugging assertions. Importing Modules - Storing functions, owning function names, Interrogating the system, performing mathematics, calculating decimals, Telling the time, Running a timer, Matching patterns.		
III	Managing strings - Manipulating strings, formatting strings, modifying strings, accessing files, Reading and writing files, updating file strings, Pickling data. Programming objects - Encapsulating data, creating instance objects, Addressing class attributes, Examining built-in attributes, Collecting garbage, Inheriting features, Overriding base methods, Harnessing polymorphism.		
IV	Building interfaces- Launching a window, Responding to buttons, Displaying messages, Gathering entries, Listing options, Polling radio buttons, Checking boxes, Adding images. Python plotting with matplotlib, Developing applications- Generating random numbers, Planning the problem, Designing the interface, Assigning static properties, Initializing dynamic properties, Adding runtime functionality, Python and Databases – ODBC and Python, Installing and Logging into MySQL, Working with MySQL, Accessing MySQL Data from Python, Testing the program, Freezing the program, Deploying the application.		
Books Recommended: 1. Python Training Guide, John V. Guttag, Publication: BPB Publication 2. Python Projects, Laura Cassell & Alan Gauld 3. Practical Programming – An Introduction to Computer Science using Python, Paul Greis, Jennifer Campbell, Jason Montojo, Shroff Publishers, New Delhi 4. Python in Easy Steps, Mike McGrath, McGraw-Hill, New Delhi. 5. Online Tools: https://www.geeksforgeeks.org/python-programming-language-tutorial https://www.javatpoint.com/			

Introduction to Artificial Intelligence & Machine Learning (BCCA 5.3.1)			
Teaching Hours: 60 (Theory + Practical)		Total Credits: 4	Total Marks: 40 + 30 + 30 = 100
Group: Major Electives			
Objectives: 1. To understand the concepts of Artificial Intelligence and its branches. 2. To analyze relationship between AI and ML. 3. To explore supervised, unsupervised learning algorithm & model evaluation. 4. To evaluate No-code/Low-code Tools & Data Visualization.			
Learning Outcomes: After learning this course, students will be able to – 1. Understand and recall Applications of Artificial Intelligence in Commerce, Banking, Retail, and Education. 2. Analyze uses of various cases in Commerce. 3. Apply Machine Learning Applications in Commerce. 4. Evaluate different data visualization tools for clarity and accuracy.			
Unit	Content		
I	Foundations of Artificial Intelligence: Introduction to Artificial Intelligence: Definition and Scope, History and Evolution of AI, Branches of AI: Expert Systems, NLP, Computer Vision, Robotics, Types of AI: Reactive, Limited Memory, Theory of Mind, Self-aware, Applications of AI in Commerce, Banking, Retail, and Education, Ethical Considerations and Social Impacts of AI.		
II	Basics of Machine Learning: Introduction to Machine Learning: Definition and Importance, Relationship between AI and ML, Types of ML: Supervised Learning, Unsupervised Learning & Reinforcement Learning, Key Concepts: Dataset, Features, Labels, Training, Testing, Accuracy, Use Cases in Commerce: Credit Scoring, Sales Forecasting, Market Segmentation.		
III	ML Algorithms and Applications: Supervised Learning Algorithms: Linear Regression (Concept & Use), Decision Trees (Classification) & k-Nearest Neighbors, Unsupervised Learning Algorithms: k-Means Clustering & Association Rules (Market Basket Analysis), Introduction to Model Evaluation: Confusion Matrix, Accuracy, Precision, Recall, ML Applications in Commerce: Fraud Detection, Customer Segmentation, Recommendation Systems.		
IV	Tools, Platforms & Mini Project: Introduction to No-code/Low-code Tools: Google Teachable Machine & KNIME / Orange, Basics of Python for ML (Optional Introduction for Interested Students), Simple Data Analysis using Excel/Power BI, Introduction to Data Visualization, Mini Project: Choose a dataset (e.g., sales, customer, product), Apply basic ML concepts & Submit report and present findings		
Books Recommended: 1. Artificial Intelligence and Machine Learning by Vinod Chandra S.S., Anand Hareendran 2. Machine Learning for Beginners by Oliver Theobald 3. Artificial Intelligence: A Guide for Thinking Humans by Melanie Mitchell 4. Online Tools: Google Teachable Machine, KNIME Analytics Platform & Kaggle (Sample Datasets)			

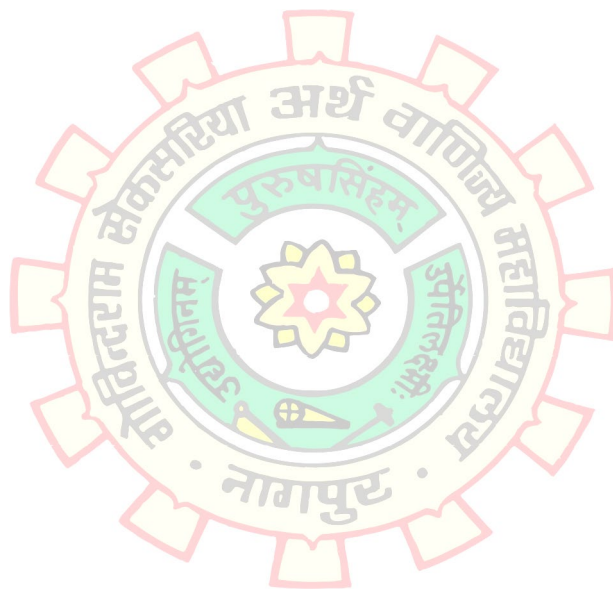
Introduction to Wordpress & Joomla (BCCA 5.3.2)			
Teaching Hours: 60 (Theory + Practical)	Total Credits: 4	Total Marks: 40 + 30 + 30 = 100	Group: Major Electives
Objectives: 1. To understand the core concepts of Content Management Systems (CMS) and WordPress. 2. To analyze process of designing and customizing WordPress sites. 3. To explore the features of Joomla, including installation and understanding modules and components, in comparison to WordPress. 4. To evaluate Joomla site customization techniques to develop a comprehensive CMS-based website.			
Learning Outcomes: After learning this course, students will be able to – 1. Understand how to effectively use WordPress for managing content, including posts, pages, media, categories, comments, and configuring basic settings. 2. Aalyze user role handling for effective site management. 3. Apply the knowledge of Joomla's features to effectively build and manage websites. 4. Evaluate the effectiveness of Joomla site customization techniques, including template installation, extension management, and user handling, in building a fully functional CMS-based website.			
Unit	Content		
I	Fundamentals of CMS and Introduction to WordPress: Definition and purpose of CMS, Features and advantages & limitations of WordPress, Installation of WordPress (localhost using XAMPP / live hosting), WordPress Dashboard overview, Creating and managing Posts, Pages, Media, Categories, and Tags, Managing Comments and Discussion Settings		
II	Designing and Customizing WordPress Sites: Installing and customizing Themes, Working with Widgets and Menus, Installing and configuring Plugins (Contact Form, Gallery, SEO, Security), Creating Custom Menus and Navigation, Managing User Roles and Permissions, Backup, Restore, and Updates in WordPress		
III	Introduction to Joomla: Introduction and comparison with WordPress, Installation of Joomla (localhost using XAMPP), Joomla Control Panel overview, Creating and managing Articles and Categories, Creating Menus and Menu Items, Understanding Modules and Components		
IV	Joomla Site Customization and Mini Project: Installing and configuring Templates, Working with Joomla Extensions and Plugins, User management in Joomla, Backup and restore using Akeeba Backup, Mini Project: Build and present a complete CMS-based website using either WordPress or Joomla		
Books Recommended: 1. WordPress for Beginners by Dr. Andy Williams 2. Joomla! 3 Explained by Stephen Burge 3. WordPress.org documentation – https://wordpress.org/support/ 4. Joomla official documentation – https://docs.joomla.org/			

Indian Economy (BCCA 5.4.1)			
Teaching Hours: 60	Total Credits: 4	Total Marks: 70+30=100	Group: Minor
Objective: <ol style="list-style-type: none"> 1. To broadly provide an understanding to the students about the core concepts in Indian Economy. 2. To enable the students to in comprehending the importance of digitalization towards agricultural growth along with providing knowledge of crucial agricultural concepts. 3. To provide an understanding to students with regard to the role of industry and the various challenges faced in the sector along with the importance of MSME's and pertinent problem of industrial sickness. 4. To provide an understanding about various challenges and opportunities in diverse service sector path along with the support mechanism provided by the government for start-up and entrepreneurship especially for gender empowerment. 			
Learning Outcome: <ol style="list-style-type: none"> 1. Students will be able to understand and evaluate the challenges faced in the country's development path due to regional imbalances. 2. Students will be able to analyze the crucial role of agricultural sector in the Indian economy along with the ability to apply there understanding towards a progressive path in the sector. 3. Students will be able to relate the theoretical concept with the real-life situation of Indian industry and the application of policies and government initiative in shaping the Future of Indian Industry. 4. Students will be able to generate ideas towards creation of self-employment opportunities with the knowledge of various government schemes for start-up and opportunities provided by different sub-sectors in service industry. 			
Unit	Content		
I	Indian Economy <ol style="list-style-type: none"> 1. Indian Economy: - Broad Features, It's current challenges 2. Overview of Indian Economic planning: - Achievement and Failures; NITI Aayog: Concept, role 3. Youth unemployment: Meaning of unemployment, types of unemployment, Concept of youth unemployment, factors contributing to youth unemployment. 4. Regional imbalance: Meaning, Importance of regional imbalances in context to development, case study of regional imbalance with reference to Vidharbha. 		
II	Indian Agriculture <ol style="list-style-type: none"> 1. Role of Agriculture in Indian Economy 2. Green Revolution: Impact and Constraints 3. NABARD: Introduction, Objectives, functions 4. Digital Agriculture: Meaning, benefits and current initiatives. 5. Low Agriculture Productivity in India: Causes, effects & suggestions towards the same. 6. Agricultural marketing: Meaning, Problems, Remedies 		
III	Indian Industry <ol style="list-style-type: none"> 1. Role of Industrialization in the Indian Economy 2. New Industrial Policy, 1991 3. Public Sector Industries, Private Sector Industries: - Meaning, problems, remedies 4. MSME: - Introduction, Features, Role, Government Initiatives for MSME 5. Industrial Sickness: Meaning, Causes, Effects and Remedies. 		
IV	Indian Service Sector & Government Schemes for Women Empowerment <ol style="list-style-type: none"> 1. Nature, Scope and Importance of Service Sector in Indian Economy 2. IT Sector- Importance, Challenges and Opportunities. 3. Banking and Insurance sector- Importance, Challenges and Opportunities 4. Travel & Tourism Sector - Importance, Challenges & Opportunities 5. Hospitality Sector - Importance, Challenges & Opportunities 		

6. Government Schemes for Start-ups in India for women: - Overview, benefits.

Books Recommended:

1. **Indian Economy**, Datt & Sundharam, S Chand, 6th Revised Edition, 2013.
2. **The Indian Economy**, Sanjiv Verma, For UPSC and State Civil Services Preliminary and Main Examinations, Unique Publications, 2nd Edition, 2013.
3. **Economic Policy Reforms and the Indian Economy**, Anne Krueger, University of Chicago Press, 2nd Edition 2002.
4. **The Indian Economy: Problems and Prospects**, D. R. Gadgil, Oxford University Press, 2011.
5. **The Indian Challenge**, Sage India, Ashoka Chandra & M. K. Khanijo, 1st Edition, 2009.
6. **Globalization And Indian Economy**, R. Chaddha, Sumit Enterprises, 2011.
7. **Indian Economy Since Independence**, Edited By Uma Kapila, Academic Foundation, 14th Edition 2002.
8. **Indian Economy**, M. B. Shukla, Taxmann Allied Services Pvt. Ltd., 2012.
9. **Indian Economy**, Ramesh Singh, McGraw Hill Education, 2020.
10. **Indian Economy**, V.K. Puri & S.K. Mishra, Himalaya Publishing House (2022).



Name of Course: B.Com. (Major in Computer Application)

Semester – V

Industrial Relations & Labour Law (BCCA 5.4.2)			
Teaching Hours: 60		Total Credits: 4	Total Marks: 70+30=100
Group: Minor			
Objective: After completing this course students will be able to:			
<div>1. Understand and explain key concepts of industrial relations and labour legislations in India.</div> <div>2. Interpret legal terminology and core concepts such as industrial dispute, lay-off, retrenchment, closure, strike, and lockout.</div> <div>3. Describe the roles and functions of institutional mechanisms like Works Committees, Grievance Redressal Committees, Conciliation Officers, and Industrial Tribunals.</div> <div>4. Discuss legal protections and benefits available to women employees under the Maternity Benefit Act and other provisions regarding equality and empowerment.</div>			
Learning Outcome: After successful completion of this course, students will be able to:			
<div>1. Define and appropriately use key legal terms related to industrial relations and labour law.</div> <div>2. Evaluate the effectiveness of statutory mechanisms for dispute resolution and worker representation.</div> <div>3. Identify rights and obligations under labour laws relating to working conditions, employee safety, and welfare measures.</div> <div>4. Demonstrate understanding of gender-specific labour protections and assess the impact of laws aimed at the empowerment of women in the workplace.</div>			
Unit	Content		
I	Industrial relations -Introduction, objectives and importance of industrial relations, maintenance of industrial peace, industrial democracy, factors affecting industrial relations. Approaches to industrial relations- Psychological Approach, Sociological Approach, Gandhian Approach, and Human Relations Approach.		
II	Industrial disputes and settlement machinery -Meaning of industry, industrial dispute, lay-off and retrenchment. Closure- basic rules. Strikes and lockouts- basic rules. Works committee, Grievance Redressal Committee, conciliation officer, industrial tribunal, national industrial tribunal		
III	Laws relating to working hours and work conditions - Meaning of factory, industry, manufacturing process. Provisions regarding workers health and safety, welfare provisions, rules relating to working hours of adult, working hours for adolescents. Laws relating to compensation - concept of minimum wages, time for wage payment, authorized deductions from wages, fines, concept of bonus, minimum and maximum bonus, allocable surplus, set on and set off of allocable surplus, disqualification for bonus		
IV	Social security measures - Meaning of occupational disease, permanent partial disablement, permanent total disablements. Social security schemes for gig workers. Special provisions relating to women - Rules for working hours of women, safety of women, Maternity Benefit- Prohibition on employment of women during certain periods, right to payment of maternity benefit.		
Books Recommended:			
<div>1. Industrial Relations & Labour laws for Managers, Parul Gupta; 2nd edition, Taxmann’s</div> <div>2. Business & Industrial Law, Prof P. Saravanel; Himalaya Publishing House</div> <div>3. Industrial Relation & Labour Law, P.C. Tripathi, C.B Gupta & N. D. Kapoor, S. Chand & Sons.</div> <div>4. Dynamics of Industrial Relations, C.B.Mamoria, Satish Mamoria, P.Subba Rao; Himalaya Publishing House</div>			

Name of Course: B.Com. (Major in Computer Application)

Semester – V

Logistics and Supply Chain Management (BCCA 5.4.3)			
Teaching Hours: 60	Total Credits: 4	Total Marks: 70+30=100	Group: Minor
Objective: 1. Logistics and supply chain management equip individuals with the skills to understand and manage the complex systems involved in moving goods and services from origin to consumer. 2. To gain deeper insights into logistics and supply chain management. 3. To highlight the integrated nature of working in logistics and supply chain industry. 4. This knowledge allows for improved efficiency, cost reduction, and enhanced customer satisfaction.			
Learning Outcome: On successful completion of the course students will be able to- 1. Understand the basic concepts of logistics and supply chain management. 2. Understand tools of Supply Chain Performance Measurement. 3. Apply Knowledge of IT in managing global issues & challenges in Logistics & Supply Chain Management. 4. Prepare students to work in logistics and allied industries.			
Unit	Content		
I	Introduction to Logistics Management - Meaning, Evolution, Basic Concepts of Logistics- Logistical Performance Cycle, Inbound Logistics, In process Logistics, Outbound Logistics, Objectives of Logistics, Importance of Logistics, Scope of Logistics. Introduction to Supply Chain Management: - Meaning, Objectives, Functions, Participants of Supply Chain, Role of Logistics in Supply Chain.		
II	Elements of Logistics Mix - Transportation, Warehousing & Packaging: - Introduction, Principles and Participants in Transportation, Factors Influencing Transportation Decisions, Modes of Transportation- Railways, Roadways, Airways, Waterways, Ropeways, Pipeline, Types of Warehouses, Warehousing Strategies, Objectives of Packaging, Functions/Benefits of Packaging.		
III	Inventory Management, Logistics Costing & Performance Management - Meaning, Objectives, Functions, Importance, Techniques of Inventory Management. Logistics Costing: - Meaning, Total Cost Approach, Activity Based Costing, Mission Based Costing. Performance Measurement in Supply Chain: - Meaning, Objectives of Performance Measurement, Types of Performance Measurement, Dimensions of Performance Measurement.		
IV	Information Technology in Logistics: - Introduction, Objectives, Role of Information Technology in Logistics and Supply Chain Management, Principles of Logistical Information System, Types of Logistical Information System. Emerging technologies in Logistics and Supply chain management. Logistics in the Global Environment: - Managing the Global Supply Chain, Impact of Globalization on Logistics and Supply Chain Management, Global Issues and Challenges in Logistics and Supply Chain Management.		
Books Recommended: 1. Logistics and Supply Chain Management , MacMillan 2003, 1st Edition 2. Supply Chain Management concepts and case , Rahul V Altekar, PHI, New Delhi. 3. Supply Chain Management , Robert B Handfield and Ernest L Nichols, PHI, New Delhi. 4. Logistics and Supply Chain Management - Cases and Concepts. G Raghuram & N Rangaraj, Mac Millan 5. Supply Chain Management – K.Shridhara Bhat, Himalaya Publishing House. 6. Logistics & Supply Chain Management, Text & Cases by Anurag Saxena & Lt.Col. Kaaushik Sircar,Jaico Publishing House.			

Introduction to Photoshop (BCCA 5.5)			
Teaching Hours: 45 (Theory + Practical)	Total Credits: 2	Total Marks: 35+5+10 = 50	Group: Vocational Skill Course
Objectives: 1. To impart the basic knowledge of photoshop interface, tools and layers. 2. To explore Text and Typography, Shape and Drawing Tools in photoshop.			
Learning Outcomes: After learning this course, students will be able to – 1. Understand and recall Basic Editing Tools Selection Tools and layers. 2. Apply the concepts of photoshop to create brochure and digital contents.			
Unit	Content		
I	Basics of Photoshop & Image Editing Tools Introduction to Adobe Photoshop: Overview and applications in commerce and design, Photoshop interface: Menu bar, Toolbar, Options bar, Panels, and Workspace, File formats (PSD, JPEG, PNG, TIFF, etc.), Creating and managing documents, Image resolution, size, and color modes (RGB, CMYK, Grayscale), Cropping and resizing images, Using rulers, guides, and grids, Selection Tools: Marquee tools (Rectangular, Elliptical), Lasso tools (Lasso, Polygonal, Magnetic), Quick Selection and Magic Wand tools, Modifying and refining selections, Basic Editing Tools: Move, Brush, Eraser, Gradient, Paint Bucket, Clone Stamp and Healing tools, Spot Healing Brush and Patch tool, Using Eyedropper and Zoom tools, Working with Layers: Layer basics: Create, delete, rename, group, lock, and link layers, Layer opacity and blending modes, Introduction to Layer Styles and Adjustment Layers, Layer Masks and Clipping Masks		
II	Design, Text, Effects & Exporting Text and Typography: Adding and formatting text, Text effects (shadows, glow, stroke), Warping and transforming text, converting text to shape, Shape and Drawing Tools: Custom shapes, Pen tool, and Path selection, using vector shapes and combining paths, Aligning and distributing elements, Filters and Effects: Applying filters (Blur, Sharpen, Distort, etc.), Smart Filters and Filter Gallery, Basic retouching and photo enhancement techniques, Saving and Exporting: Saving for print and web, Export options and file optimization, Introduction to using Photoshop with other Adobe tools (like Illustrator or InDesign)		
Books Recommended: 1. Adobe Photoshop by Bittu Kumar 2. Teach yourself photoshop by Niranjan Jha Showman 3. Mastering Photoshop by WebTech Sol 4. E-Book: https://ebooks.allfree-stuff.com/eBookShow/1555/37/Adobe-PhotoShop/ Adobe-Photoshop-CS4-User-Guide/			

ASP.NET Programming (BCCA 6.1)			
Teaching Hours: 60 (Theory + Practical)	Total Credits: 4	Total Marks: 40 + 30 + 30 = 100	Group: Major Core
Objectives: 1. To understand basic concepts of Web Form in ASP.Net. 2. To analyze the use of validation controls, state management techniques, and navigation tools in ASP.NET. 3. To explore the use of ADO.NET for connecting ASP.NET applications to SQL Server 1. To evaluate advanced ASP.NET features in developing, securing, and deploying web applications.			
Learning Outcomes: After learning this course, students will be able to – 1. Understand the fundamentals of architecture, lifecycle, AJAX Controls with event-driven programming. 2. Create efficient and user-centric multi-page web applications. 3. Apply concepts of CRUD operations, for displaying data using ASP.NET data controls. 4. Evaluate the integration of authentication, error handling, data access in real-world ASP.NET business applications.			
Unit	Content		
I	Introduction to ASP.NET and Web Forms: Introduction to web development: static vs. dynamic websites, Overview of ASP.NET framework and architecture, ASP.NET lifecycle and features, Understanding Web Forms: Page lifecycle, structure, Server controls: Label, TextBox, Button, CheckBox, RadioButton, DropDownList, AJAX Controls, jQuery - Event-driven programming in ASP.NET		
II	Validation controls: RequiredFieldValidator, RangeValidator, CompareValidator, CustomValidator, State Management and Navigation: Client-side vs. server-side state management, ViewState, Session, Cookies, Application state, Caching, Asynchronous Communication, Master pages and themes for consistent layout, Navigation controls: Menu, SiteMapPath, TreeView. Creating multi-page business applications		
III	Database Connectivity with ADO.NET: Introduction to ADO.NET and data providers, Connecting ASP.NET with SQL Server, Performing CRUD operations (Create, Read, Update, Delete), Using DataReader, DataSet, DataAdapter, Data controls: GridView, DetailsView, FormView, Repeater, Creating a simple online business application (e.g., product catalog)		
IV	Advanced Features and Business Applications: Authentication and authorization (Forms authentication), Configuration, Debugging and Error Handling , File upload and email features, Introduction to Entity Framework basics, E-commerce application basics: user registration, product listing, shopping cart (conceptual demo), Hosting ASP.NET websites on IIS, Case Study: Building a small commerce portal for a store or service provider		
Books Recommended: 1. “Beginning ASP.NET for Visual Studio” by Imar Spaanjaars 2. “Professional ASP.NET 4.5 in C# and VB” by Jason N. Gaylord et al. 3. Online Resources: Microsoft Learn: https://learn.microsoft.com/aspnet TutorialsPoint ASP.NET Guide: https://www.tutorialspoint.com/asp.net 4. Suggested Tools and Technologies: Microsoft Visual Studio (Community Edition), SQL Server Express or LocalDB, Internet Information Services (IIS) Express and Bootstrap for basic UI enhancements (optional)			

R Programming (BCCA 6.2)			
Teaching Hours: 60 (Theory + Practical)	Total Credits: 4	Total Marks: 40 + 30 + 30 = 100	Group: Major Core
Objectives: 1. To understand the concepts of R and RStudio. 2. To analyze key data structures, functions, and data handling techniques. 3. To explore techniques for data wrangling and statistical analysis using R. 4. To evaluate various data visualization techniques and statistical methods in R.			
Learning Outcomes: After learning this course, students will be able to – 1. Understand the fundamentals of R programming and recall key concepts for script execution in R and RStudio. 2. Analyze effective data manipulation and programming. 3. Apply statistical tests and models for data transformation, merging. 4. Evaluate business data with the use of forecast package for Business applications and reporting.			
Unit	Content		
I	Fundamentals of R Programming: Introduction to R and RStudio, Installing R and setting up the environment, R syntax, variables and data types, Operators and expressions, Input and output in R, Writing and executing R scripts, Control structures: if, else, ifelse, switch, loops (for, while, repeat)		
II	Data Structures and Functions: Vectors, Matrices, Arrays, Lists and Data Frames, Indexing and subsetting data, Factors and date/time data types, Importing and exporting data: CSV, Excel, Text files, User-defined functions and built-in functions, Error handling and debugging		
III	Data Manipulation and Statistical Analysis: Using dplyr and tidyr for data wrangling, Sorting, filtering, summarizing, grouping data, Merging and joining datasets, Descriptive statistics (mean, median, variance, standard deviation), Probability distributions (Normal, Binomial, Poisson), Hypothesis testing: t-test, chi-square test, Correlation and simple linear regression		
IV	Data Visualization and Commerce Applications: Data visualization using base R and ggplot2, Types of charts: bar, line, histogram, boxplot, scatter plot, Customizing plots: colors, labels, legends, Time series basics and forecasting using forecast package, Business applications: Sales and financial data analysis, Import and analysis of Tally/Excel reports, Customer segmentation basics (clustering introduction), Business reporting with RMarkdown		
Books Recommended: 1. R for Data Science ” by Hadley Wickham & Garrett Grolemund 2. “The Art of R Programming ” by Norman Matloff 3. Online resources: r4ds.hadley.nz, cran.r-project.org			

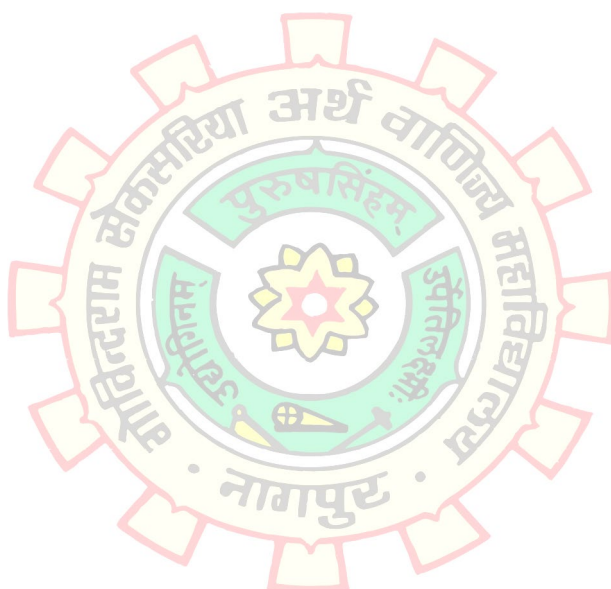
Language Framework (BCCA 6.3.1)			
Teaching Hours: 60 (Theory + Practical)	Total Credits: 4	Total Marks: 40 + 30 + 30 = 100	Group: Major Electives
Objectives: 1. To understand the core concepts of web development frameworks, including Bootstrap. 2. To analyze the components and features of the Bootstrap framework. 3. To explore the functionalities of jQuery, including adding it to web pages, applying various effects. 4. To evaluate the functionality of jQuery UI interactions, widgets, and AJAX effects to enhance the interactivity and responsiveness of web applications.			
Learning Outcomes: After learning this course, students will be able to – 1. Understand the fundamentals for building responsive and interactive web applications. 2. Create efficient and responsive web designs. 3. Apply jQuery techniques to enhance web pages by integrating effects, handling events, manipulating CSS classes, and traversing and filtering DOM elements. 4. Evaluate the effectiveness of jQuery UI interactions, widgets and effects in enhancing user experience and interactivity on web pages.			
Unit	Content		
I	Introduction to Framework, Objective, Types, Purpose. HTML and Bootstrap: Introduction to Bootstrap, jQuery, ajax, WordPress.		
II	Bootstrap framework contents, forms, Components, helpers, utilities, grid, layouts Bootstrap as a module, JavaScript, JSON components, Colour modes, CSS variable		
III	jQuery, Adding jQuery to Web Pages, Various effects of jQuery, jQuery events, get, set, CSS classes, jQuery: Traversing, Siblings, Filtering, Editor		
IV	jQuery UI and AJAX: Interactions, Draggable, Droppable, Resizable, Selectable, Sortable jQuery Widgets: Button, Menu, Checkbox radio, Progress bar, Slider, Tabs. jQuery Effects and utilities.		
Books Recommended: 1. Learning JQuery : Venkat Subramaniam, Karl Swedberg. 2. Bootstrap 5 Foundations : Daniel Charles Foreman, Daniel Foreman. 3. JavaScript for Modern Web Development: Abhilasha Sinha, Ranjit Battewad, Alok Ranjan Website: https://www.w3schools.com/jquery/			

Cloud Computing (BCCA 6.3.2)			
Teaching Hours: 60 (Theory + Practical)	Total Credits: 4	Total Marks: 40 + 30 + 30 = 100	Group: Major Electives
Objectives: 1. To understand evolution and benefits of Cloud Computing and its service models. 2. To analyze clear understanding of cloud infrastructure and services. 3. To explore various cloud platforms and commerce applications. 4. To evaluate various cloud security practices, future trends, and practical cloud implementations to determine their effectiveness in real-world applications.			
Learning Outcomes: After learning this course, students will be able to – 1. Understand the impact of cloud computing models, and how it differs from traditional computing. 2. Analyze various cloud infrastructure components and services to understand their roles and applications in modern business environments. 3. Apply cloud-based tools and platforms to real-world business scenarios. 4. Evaluate cloud security measures, emerging computing trends in business scenarios.			
Unit	Content		
I	Introduction to Cloud Computing: Definition, characteristics, and evolution of cloud computing, Benefits of cloud computing for business and commerce, Service Models: IaaS, PaaS, SaaS, Deployment Models: Public, Private, Hybrid, Community, Virtualization and its role in cloud computing, Cloud vs traditional computing		
II	Cloud Infrastructure & Services: Cloud architecture overview, Storage as a Service (Dropbox, Google Drive, OneDrive), Computing services: AWS EC2, Azure VMs, Cloud databases: Google Firebase, AWS RDS, Google Sheets as DB, Introduction to APIs and web services in cloud, Case Study: Cloud usage in small and medium businesses (SMBs)		
III	Cloud Platforms and Commerce Applications: Google Workspace: Docs, Sheets, Forms, Drive, Gmail integration, Microsoft 365: Excel, Teams, SharePoint for business collaboration, Accounting & ERP on cloud: Zoho Books, QuickBooks Online, Tally Prime Cloud, E-commerce and cloud integration (Shopify, WooCommerce with cloud), CRM on cloud: Zoho CRM, Salesforce basics, Case Study: Cloud use in online retail and digital payments		
IV	Security, Trends and Practical Implementations: Cloud security basics: confidentiality, integrity, availability, Authentication & access control (OAuth, 2FA), Backup and disaster recovery on the cloud, Future trends: Serverless computing, Edge computing, Green cloud, Setting up and managing a simple cloud project (e.g., shared data system for a business). Introduction to cloud certifications (AWS Cloud Practitioner, Google Cloud Digital Leader)		
Books Recommended: 1. “Cloud Computing: Concepts, Technology & Architecture” by Thomas Erl 2. “Cloud Computing: Principles and Paradigms” by Rajkumar Buyya 3. AWS Academy, Google Cloud Skills Boost – free online modules 4. Websites: • aws.amazon.com/training • cloud.google.com/training • learn.microsoft.com			

Name of Course: B.Com. (Major in Computer Application)**Semester – VI**

Public Finance: Theory and Practices (BCCA 6.4.1)			
Teaching Hours: 60	Total Credits: 4	Total Marks: 70+30 =100	Group: Minor
Objectives: <ol style="list-style-type: none"> 1. To provide students with the knowledge and understanding of basic concepts of public finance. 2. To provide the students an in-depth knowledge on various concepts and application regard to public expenditure. 3. To provide knowledge on the various sources of finance and the changing trends with regard to the same in India's journey of Economic reforms. 1. To enable the students to understand and apply the Tools of public finance for optimum allocation of resources through budget. 			
Learning Outcome: <ol style="list-style-type: none"> 1. The knowledge on the basic concepts of public finance with enable the students to understand the role of government in shaping the Socio-Economic growth path of the country. 2. The knowledge gain will provide analytical ability to the students on the principles and guidelines followed by the government in framing and implementation of policies related to public expenditure. 3. Students will be able to evaluate the impact of public revenue in the current scenario and the imperative need of economic reforms towards growth and development. 4. Students will be able to analyze the finer nuances in budget making and the role-playing activity as crucial members in finance ministry will provide them with an opportunity in designing an ideal budget document. 			
Unit	Content		
I	Introduction to Public Finance <ol style="list-style-type: none"> 1. Meaning, Concept, Nature & Scope of Public Finance 2. Importance of Public Finance 3. Tools of Public Finance 4. Principle of Maximum Social Advantage. 5. Finance Commission- Meaning, role, 15th Finance Commission: Allocation of resources between center and States. 		
II	Public Expenditure <ol style="list-style-type: none"> 1. Meaning & Concept of Public expenditure. 2. Principles and classification of Public Expenditure. 3. Causes of Increasing Public Expenditure 4. Effect of Public Expenditure 5. Role of Public Expenditure in a Developing Economy 		
III	Public Revenue <ol style="list-style-type: none"> 1. Meaning & Concept of Public Revenue, Sources of Public Revenue, importance of public revenue. 2. Direct taxes and Indirect Taxes- Meaning, merits, demerits 3. Cannons of Taxation. 4. Taxation System in India – Progressive, Regressive and Proportional- Meaning, merits, demerits 5. Reforms in Tax Structure in India; Goods & Service Tax: - Concept, Characteristics and Need for GST in India. 		
IV	Public Debts & Government Budget <ol style="list-style-type: none"> 1. Meaning & Concept of Public Debt, Characteristics and role of Public Debts, Types of Public Debts, Objectives of Public Debts 2. Effects of Public Debts 3. Meaning, Role & Objectives of the Budget 		

	<p>4. Overview of Recent Budget of India, Case study of India's National Electric Mobility Mission Plan (Budget drafting: Role play/Classroom activity for students) P</p> <p>5. Gender Budget: - Meaning, Importance</p>
Books Recommended:	
<ol style="list-style-type: none"> 1. Public Finance, S.N. Chand, Atlantic (2008). 2. Public Finance: Theory & Practice, Kumar & Mittal, Anmol Publishers (2002). 3. Money, Banking & Public Finance, Hajela, Ane Books Pvt. Ltd., (2009). 4. Public Finance, Rajesh Jha, Pearson (2012). 5. Public Finance, Harvey S Rosen & Ted Gayer, McGraw Hill Education, (2012). 6. Public Finance, Tyagi, Jai Prakash Nath Publishers, 55th Revised Edition, 2013. 	



Name of Course: B.Com. (Major in Computer Application)

Semester – VI

Cyber Law (BCCA 6.4.2)			
Teaching Hours: 60	Total Credits: 4	Total Marks: 70+30 =100	Group: Minor
Objectives: 1. To introduce learners to the investment environment and structure of financial markets. 2. To develop analytical skills for evaluating securities using fundamental and technical tools. 3. To equip learners with portfolio construction and evaluation techniques. 4. To promote understanding of investment strategies and risk management practices.			
Learning Outcomes: After learning this subject, the learner will be able to – 1. Understand the scope and importance of cyber law in a digital economy. 2. Know various types of cybercrimes and relevant legal provisions. 3. Interpret the key provisions of the IT Act, 2000. 4. Understand the significance of cybersecurity, digital signatures, and privacy laws.			
Unit	Content		
I	Introduction to Cyber Law and the legal framework in India – Meaning, scope, objectives, and evolution of Cyber Law in India and abroad. Understanding legal challenges in cyberspace. Overview of the Information Technology Act, 2000 – its salient features, purpose, and applicability. Key definitions under the Act including computer, data, access, electronic record, and digital signature. Overview of important amendments including the IT Amendment Act of 2008. Role and powers of authorities under the Act – Adjudicating Officers, CERT-In (Indian Computer Emergency Response Team), and the Controller of Certifying Authorities.		
II	Concept of Cybercrime – Meaning, classification, and characteristics. Detailed understanding of different types of cybercrimes including hacking, phishing, email spoofing, identity theft, cyber stalking, cyber bullying, online defamation, cyber terrorism, pornography, child abuse, and financial frauds. Penalties relating to cyber-crime under the IT Act, 2000. Study of notable cybercrime cases in India and their implications.		
III	Legal recognition of electronic commerce and e-governance under the IT Act. Introduction to e-contracts – their nature, types (click-wrap, shrink-wrap, browse-wrap), and enforceability under Indian law. Digital Signatures – meaning, working mechanism, legal validity, and use in authenticating e-records. Role and responsibilities of Certifying Authorities in issuing digital certificates. Introduction to the Public Key Infrastructure (PKI) system. Powers and functioning of the Cyber Appellate Tribunal. Legal provisions and significance of e-governance initiatives in India		
IV	Concept and importance of cybersecurity in the digital age: Understanding common cyber threats like malware, ransomware, spyware, social engineering, and denial-of-service attacks. Best practices and strategies for ensuring cybersecurity. Concept of data privacy and data protection – need and legal framework in India. Digital Personal Data Protection Act, 2023 – Basic Concepts – Data Principal, Data Fiduciary, Data Protection Board of India – Composition, Powers & Functions; Relevant penalties under the Act. Concept of cyber ethics – digital etiquette, responsible online behavior, and ethical dilemmas in cyberspace.		
Books Recommended: 1. Cyber Laws – Dr. R.K. Suri & T.N. Chhabra, <i>Bharat Law House Pvt. Ltd.</i> 2. Cyber Law & Information Technology – Talwant Singh, <i>Himalaya Publishing House</i> 3. Information Technology Law and Practice – Vakul Sharma, <i>Universal Law Publishing</i> 4. Cyber Law: Simplified – Vivek Sood, <i>Tata McGraw-Hill Education</i> 5. Cyber Law and E-Commerce – Prof. P.M. Bakshi, <i>Sultan Chand & Sons</i> 6. The Indian Cyber Law – Suresh T. Vishwanathan, <i>Bharat Law House Pvt. Ltd.</i> 7. IT Act, 2000 with Rules and Amendments – <i>Government of India Publication</i>			

Service Sector Management (BCCA 6.4.3)			
Teaching Hours: 60	Total Credits: 4	Total Marks: 70+30 =100	Group: Minor
Objectives: <ol style="list-style-type: none"> 1. To understand the fundamental concepts of Service Sector Management. 2. To Apply the concept of Information Technology, Banking and Insurance Sector. 3. To Analyse the importance of Service Quality Management. 4. To Evaluate the impact of Distribution and Advertising in Service Industry and Future of Service Management. 			
Learning Outcome: After learning this subject, students will be able to: <ol style="list-style-type: none"> 1. Understand the Concept of Service Sector Management, Recognizing the Role of Services in the Economy, Exploring Opportunities, Evaluating Government Reforms and Analyzing Global Trends in the Service Sector. 2. Apply the comprehensive significance and Role of the IT Sector, Banking Sector and Insurance Sector. 3. Analyze Service Quality Management and its Models, Tools and Techniques. 4. Evaluate the impact and challenges of Distribution and Advertising in Service Industry, Understanding customers' needs and Expectations and Future of Service Management. 			
Unit	Content		
I	Unit I: Introduction to Service Sector Management: <ul style="list-style-type: none"> • Service Sector Management: Meaning, Nature and Scope. • Understanding Services: Definition and Characteristics of Services, Forms of Service Sector (Hospitality, Healthcare, Education, Retail, IT, Finance, Transport, Aviation, BPO, KPO, Information Technology, Banking, Insurance), The Role of Services in the Economy. • Challenges faced in Service Sector Management. • Opportunities in Service Sector Management. • Government's reforms in Service Sector Management. 		
II	Unit II: Information Technology, Banking and Insurance Sector: <ul style="list-style-type: none"> • IT Sector: Role and Importance of IT Sector in Service industries, Challenges and Opportunities in IT sector. • Banking Sector: The Role of Banking Sector in the Economy, Challenges faced by Banking Sector, Recent Trends in Banking Sector. • Insurance Sector: Importance of Insurance industry in service sector, Challenges and Opportunities in Insurance Sector. 		
III	Unit III: Service Quality Management: <ul style="list-style-type: none"> • Introduction to Service Quality: Definition of service quality, Impact of service quality on customer satisfaction and business profitability. • Service Quality Models: 1. SERVQUAL Model (Measuring the gap between customer expectations and perceptions.) 2. The Kano Model of customer satisfaction. 3. The Gap Model of Service Quality (Five Gaps theory). 4. Customer Satisfaction Index (CSI). • Measuring Service Quality: Methods of measuring service quality. • Tools and Techniques for Service Quality Improvement: 1. Six Sigma and Lean Management for quality improvement 2. Total Quality Management (TQM) in the service industry 3. Benchmarking service quality against industry standards, 4. PDCA (Plan-Do-Check-Act) cycle for continuous improvement. 		
IV	Unit IV: Distribution and Advertising in Service Industry and Future of Service Management: <ul style="list-style-type: none"> • Planning and managing service delivery Challenges in distribution of services. • Advertising and Sales promotion in Service Industry. • Understanding customers' needs and Expectations. 		

- The impact of distribution and advertising in service industry in the economy.
- Future of Service Management: The Role of Artificial Intelligence and Automation in Service Delivery, Changing Customer Expectations in the Digital Era, Ethical and Social Issues in Service Management.

Books Recommended:

1. **Service Sector Management**, Sanjay Patnagar, Himalaya Publications.
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 Publications.

