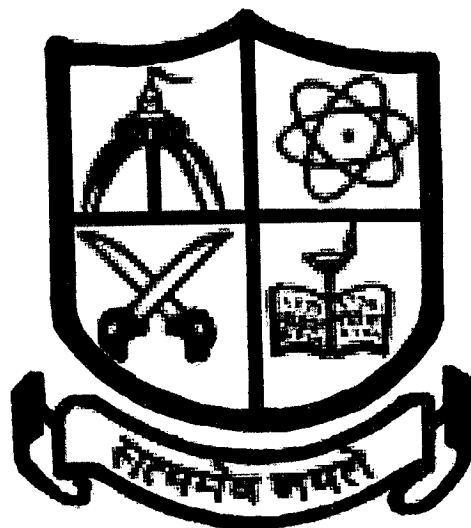


# **COURSES OF STUDIES COMMERCE STREAM**

**Admission Batch - 2017**



**Buxi Jagabandhu Bidyadhar (Autonomous) College**

**Bhubaneswar - 751014**

Accredited at the 'A' Level by

National Assessment and Accreditation Council (NAAC)

College with Potential for Excellence (UGC)

Telephone/Fax : 0674-2436971, Website : [www.bjbcollege.ac.in](http://www.bjbcollege.ac.in)

**Pattern of question papers for  
students under CBCS in the Semester-End  
Examination from the admission batch  
2017 onwards.**

1. In the semester-end examination there will be two groups of questions. Group A will be compulsory comprising 10 short answer type questions covering all units. Group B will comprise long answer type questions covering all units with unit-wise alternatives to each question.
2. For practical subjects, out of 50 marks in semester-end exam, Group A will have 10 marks (1x10) and Group B will have 40 marks (8x5). Alternative questions will be set unit-wise for long answer type questions in Group B.
3. For non-practical subjects, out of 80 marks, Group A will have 20 marks (2x10) and Group B will have 60 marks (12x5). Alternative questions will be set unit-wise for long answer type questions in Group B.



## General Instructions

### CBCS SYLLABUS

- Details of course structure for B.Sc/BA/B.Com (Honours) :  
(with suitable modification of draft model provided by Utkal University)

<b>Courses</b>	<b>Credits</b>	<b>Credits</b>
	<b>Theory + Practical</b>	<b>Theory + Tutorial</b>
I. Core Course (14 Papers)	14 x 4 = 56	14 x 5 = 70
Core Course Practical/Tutorial (14 Papers)	14 x 2 = 28	14 x 1 = 14
II. Elective Course		
A.1 Discipline Specific Elective (3 Papers)	3 x 4 = 12	3 x 5 = 15
A.2 Discipline Specific Elective Practical/Tutorial (3 Papers)	3 x 2 = 6	3 x 1 = 3
A.3. Discipline Specific Elective Project (Report and Presentation) (1 Papers)	6	6
III. Generic Elective/Interdisciplinary 2 papers/2 subjects (GE-1 & GE-2 in 1 <sup>st</sup> year) and Generic Elective (GE-3 & GE4 in 2 <sup>nd</sup> year) Practical/Tutorial (4 Papers each from GE - 1, GE - 2, GE - 3, GE - 4)	4 x 4 = 16	4 x 5 = 20
	4 x 2 = 8	4 x 1 = 4
IV. Ability Enhancement Compulsory Course(AECC) (2 Papers of 2 Credit each)	4 x 2 = 8	4 x 2 = 8
(i) Environmental Studies		
(ii) Odia/Hindi/Communicative English		
V. SEC (Skill Enhancement Course) (2 Papers of 2 Credit each) Refer to 18.4,18.5,18.6.	4 x 2 = 8	4 x 2 = 8
<b>Total Credit</b>	<b>148</b>	<b>148</b>

**Arts, Science and Commerce students can also opt for NCC and other subjects (as and when required by the Board of Studies) as additional Generic Elective in the 1<sup>st</sup> year (1<sup>st</sup> and 2<sup>nd</sup> Semester) to enhance their credit points.**

- Mark Distribution

Core Courses:	14x100=1400
Discipline specific elective:	3x100=300
Project + Viva:	1x100 =100
Generic Elective- 1, 2	2x100=200
Generic Elective- 3, 4	2x100=200
Ability Enhancement (Compulsory)	2x100=200
Skill Enhancement Course	2x100=200

Total Mark = 2600, Total number of Papers = 26

Subjects with Practical: Theory-70 Marks, Practical-30 Marks

Mid Semester Theory-20 Marks, End Semester Theory-50 Marks

There is no Practical Exam. in Mid Semester.

Subjects without Practical : 100 Marks

Mid Semester-20 Marks, End Semester-80 Marks

(In Indian Music Theory – 40+10 , Practical – 50 Marks)

SEMESTER	COURSE	COURSE NAME	Credits
<b>I.</b> 4 Papers  (400 Marks)  22 credits	Ability Enhancement Compulsory Course-I	Environmental Studies	4
	Core course-I		4/5
	Core Course-I Practical/Tutorial		2/1
	Core course-II		4/5
	Core Course-II Practical/Tutorial		2/1
	Generic Elective -1	GE-1	4/5
	Generic Elective -1 Practical/Tutorial		2/1
<b>II.</b> 4 Papers  (400 Marks)  22 credits	Ability Enhancement Compulsory Course-II	Communicative English	4
	Core course-III		4/5
	Core Course-III Practical/Tutorial		2/1
	Core course-IV		4/5
	Core Course-IV Practical/Tutorial		2/1
	Generic Elective -2	GE-2	4/5
	Generic Elective -2 Practical/Tutorial		2/1
<b>III.</b> 5 Papers  (500 Marks)  28 credits	Core course-V		4/5
	Core Course-V Practical/Tutorial		2/1
	Core course-VI		4/5
	Core Course-VI Practical/Tutorial		2/1
	Core course-VII		4/5
	Core Course-VII Practical/Tutorial		2/1
	Skill Enhancement Course -1	Subject Specific Skill	4
	Generic Elective -3	GE-3	4/5
<b>IV.</b> 5 Papers  (500 Marks)  28 credits	Generic Elective -3 Practical/Tutorial		2/1
	Core course-VIII		4/5
	Core Course-VII Practical/Tutorial		2/1
	Core course-IX		4/5
	Core Course-IX Practical/Tutorial		2/1
	Core course-X		4/5
	Core Course-X Practical/Tutorial		2/1
	Skill Enhancement Course -2	SEC -2 Subject Specific Skill-2 (SEC-2)	4
<b>V.</b> 4 Papers  (400 Marks)  24 credits	Generic Elective -4	GE-4	4/5
	Generic Elective -4 Practical/Tutorial		2/1
	Core course-XI		4/5
	Core Course-XI Practical/Tutorial		2/1
	Core course-XII		4/5
	Core Course-XII Practical/Tutorial		2/1
	Discipline Specific Elective -1	DSE-1	4/5
<b>VI.</b> 4 Papers  (400 Marks)  24 credits	Discipline Specific Elective -1 Practical/Tutorial	DSE-1 Practical/Tutorial	2/1
	Discipline Specific Elective -2	DSE-2	4/5
	Discipline Specific Elective- 2 Practical/Tutorial	DSE-2 Practical/Tutorial	2/1
	Core course-XIII		4/5
<b>VI.</b> 4 Papers  (400 Marks)  24 credits	Core Course-XIII Practical/Tutorial		2/1
	Core course-XIV		4/5
	Core Course-XIV Practical/Tutorial		2/1
	Discipline Specific Elective3	DSE-3	4/5
	Discipline Specific Elective -3 Practical/Tutorial	DSE-3 Practical/Tutorial	2/1
<b>VI.</b> 4 Papers  (400 Marks)  24 credits	Discipline Specific Elective-4	DSE-4 (Project Work)	6
	Discipline Specific Elective-4 Practical/Tutorial		2/1
<b>Total Credits</b>			<b>148</b>

**Draft Model Regulation for Under Graduate Programme  
(BA/B.Com/B.Sc) under Utkal University,  
(Applicable to Autonomous Colleges/ Affiliated Colleges/DDCE)  
(with suitable modification)**

● **Compulsory Registration for 1st Semester :**

- Registration for 1<sup>st</sup> semester is compulsory. A candidate admitted to +3 Course but not registered for 1<sup>st</sup> semester examination, his/her admission will be automatically cancelled .
- A candidate may take a blank Semester : A blank Semester has to be clubbed with next Odd or Even Semester as the case may be i.e. 2<sup>nd</sup> , 4<sup>th</sup> and 6<sup>th</sup> / 1<sup>st</sup>, 3<sup>rd</sup> and 5<sup>th</sup> . The Hostel policy for blank semester is to be decided by colleges as per their suitability. Hostel accommodation cannot be claimed as a right for a blank semester. (Blank semester is not to be confused as repetition due to failure).

● **GRADING SYSTEM**

Grade		Mark Secured from 100	Points
Outstanding	'O'	90-100	10
Excellent	'A+'	80-89	9
Very Good	'A'	70-79	8
Good	'B+'	60-69	7
Above average	'B'	50-59	6
Fair	'C'	45-49	5
Pass	'D'	33-44	4
Failed	'F'	Below 33	0

**N.B. : A Candidate has to secure Grade -D or above to pass in each of the Papers**

- A transitory letter grade I ( carrying points 2) shall be introduced for cases where the results are incomplete. However in practical subjects, a student has to secure minimum of 33% marks (Grade-D separately in theory and practical in order to clear the paper. This grade shall automatically be converted into appropriate grade(s) as and when the results are complete.
- A student's level of competence shall be categorized by a GRADE POINT AVERAGE to be specified as :

**SGPA - Semester Grade Point Average**

**CGPA - Cumulative Grade Point Average**

(a) **POINT** - Integer equivalent of each letter grade

(b) **CREDIT** - Integer signifying the relative emphasis of individual course item(s) in a semester as indicated by the Course structure and syllabus.

**CREDIT POINT** - (b) x (a) for each course item

**CREDIT INDEX** -  $\sum \text{CREDIT POINT}$  of course items in each semester.

**GRADE POINT AVERAGE** -  $\frac{\text{CREDIT INDEX}}{\sum \text{CREDIT}}$

**SEMESTER GRADE POINT AVERAGE (SGPA)** =  $\frac{\text{CREDIT INDEX for each Semester}}{\sum \text{CREDIT}}$

**CUMULATIVE GRADE POINT AVERAGE(CGPA) =**

$\frac{\text{CREDIT INDEX of all previous Semester up to 6th Semester}}{\sum \text{CREDIT}}$

- A student in order to retain honours has to secure Grade 'C' and above in each of the Core papers. Further in order to obtain distinction a student has to secure Grade 'C' in all the papers in 1<sup>st</sup> appearance
  - In addition to the points marks/ percentage would also be awarded and shall also be reflected in the Mark Sheet.
  - The details of grading system shall be printed on the backside of University Mark-sheet.
  - **REPEAT EXAMINATION**
    - A student has to clear back papers ( i.e., in the paper/papers one has failed ) by appearing at subsequent two consecutive semesters.
    - A student after passing out may appear in improvement in any number of papers in the consecutive two examinations. The higher marks shall be retained.
    - Improvement has to be completed within 6 years from the date of admission.
- Arts, Science and Commerce students can also opt for NCC as additional Generic Elective in the 1<sup>st</sup> year ( 1<sup>st</sup> and 2<sup>nd</sup> Semester) to enhance their credit points.**
- **In Commerce stream each student shall offer :**
    - (a) For Commerce stream the students have to opt for Accountancy as the core subject.
    - (b) There will be two AECC compulsory papers (100-marks each) in 1<sup>st</sup> and 2<sup>nd</sup> Semesters. Commerce students shall have to opt for EVS in 1<sup>st</sup> Semester and Communicative English/ in 2<sup>nd</sup> Semester.
    - (c) There will be four Generic Elective papers with 100 marks each. Students will opt for Micro economics in GE-1 and Macro Economics for GE-2 papers in 1<sup>st</sup> and 2<sup>nd</sup> Semesters respectively and Business Statistics in GE-3 and Indian Economy: Performance and Policies in GE-4 in 3<sup>rd</sup> and 4<sup>th</sup> Semesters respectively.
    - (d) There will be one SEC course comprising of two papers (100 marks each) in for which "E.Commerce" has been chosen to be taught.
    - (e) There are four DSE papers (100 marks each) two in 5<sup>th</sup> Semesters and two in 6<sup>th</sup> Semesters to be chosen from syllabus related to core subjects. The fourth DSE paper is a project work to be submitted by the student.



## CBCS Syllabus (Commerce Stream)

<b>SEMESTER - I</b>		<b>SEMESTER -II</b>	
AECC-1 Environmental Studies : 100 (80 + 20)  Core - 1 Financial Accounting : 100 (80 + 20) Core - 2 Business Law : 100 (80 + 20) GE - 1 Micro Economics : 100 (80 + 20)	AECC-2 Communicative English: 100 (80 + 20) Core - 3 Corporate Accounting : 100 (80 + 20) Core - 4 Corporate Law : 100 (80 + 20) GE - 2 Macro Economics : 100 (80 + 20)		
<b>SEMESTER -III</b>		<b>SEMESTER -IV</b>	
Core - 5 Human Resource Management : 100 (80 + 20) Core - 6 Income Tax Law and Practice : 100 (80 + 20) Core - 7 Management Principles: 100 (80 + 20) & Application GE - 3 Business Statistics : 100 (80 + 20) SEC-1 E. Commerce (Compulsory) : 100 (80 + 20)	Core - 8 Cost & Management Accounting : 100 (80 + 20) Core - 9 Business Mathematics: 100 (80 + 20) Core-10 Computer Application in Business : 100 (80 + 20) GE - 4 Indian Economy : 100 (80 + 20) Performance & Policies SEC - 2 Entrepreneurship : 100 (80 + 20) (Compusory)		
<b>SEMESTER -V</b>		<b>SEMESTER -VI</b>	
Core-11 Principles of Marketing : 100 (80 + 20) Core-12 Fundamentals of Financial Management : 100 (80 + 20) DSE- 1 Any one of the following: 100 (80 + 20) (a) Accounting & Finance- (Financial Markets, Institution and Services) (b) Banking and Insurance - (Indian Banking and Insurance System) ( c) Financial Markets - (Indian Financial System) DSE - 2 Any one of the following : 100 (80 + 20) (a) Accounting & Finance- (Financial Statement Analysis and Reporting) (b) Banking and Insurance - (Merchant Banking and Financial Services) ( c) Financial Markets - (Financial Institutions and Services)	Core-13 Auditing and Corporate Governance : 100 (80 + 20) Core-14 Indirect Tax Law : 100 (80 + 20)  DSE- 3 Any one of the following: 100 (80 + 20) (a) Accounting & Finance- (Corporate Tax Planning) (b) Banking and Insurance - (Fundamentals of Investment) ( c) Financial Markets - (Financial Market Operations) DSE - 4 Business Research Methods and Project Work : 100 (50 + 50)		
Parentheses in the tables indicate marks for Semester End and Mid Semester Examinations evaluation			

## SYLLABUS FOR B.COM HONS.

B.Com. Hons. (CBCS) for the Academic Year 2016-17

Course Structure Semester I		Category	Marks		Credits
			Theory	Practical /Internal	
BCH-1.1	Environmental Science	AECC-1	80	20 (I)	4
BCH-1.2	Financial Accounting	Core -1	80	20(1)	6
BCH-1.3	Business Law	Core -2	80	20 (I)	6
BCH-1.4	Micro Economics	GE-1	80	20(1)	6
	<b>Total</b>		<b>320/</b>	<b>80/</b>	<b>22/</b>
<b>Semester-II</b>					
BCH-2.1	English Communication	AECC-2	80	20(1)	4
BCH-2.2	Corporate Accounting	Core -3	80	20(1)	6
BCH-2.3	Corporate Laws	Core -4	80	20(1)	6
BCH-2.4	Macro Economics	GE-2	80	20(1)	6
	<b>Total</b>		<b>320</b>	<b>80</b>	<b>22</b>
<b>Semester III</b>					
BCH-3.1	Human Resource Management	Core-5	80	20(1)	6
BCH-3.2	Income-tax Law and Practice	Core -6	80	20(1)	6
BCH-3.3	Management Principles and Application	Core -7	80	20(1)	6
BCH-3.4	Business Statistics	GE-3	80	20(1)	6
BCH-3.5	E-Commerce(Compulsory)	SEC-1	80	20(1)	4
	<b>Total</b>		<b>400</b>	<b>100</b>	<b>28</b>
<b>Semester IV</b>					
BCH-4.1	Cost and Management Accounting	Core -8	80	20 (I)	6
BCH-4.2	Business Mathematics	Core -9	80	20(1)	6
BCH-4.3	Computer Applications in Business	Core -10	80	20(1)	6
BCH-4.4	Indian Economy - Performance and Policies	GE-4	80	20(1)	6
BCH-4.5	Entrepreneurship(Compulsory)	SEC-2	80	20(1)	4
	<b>Total</b>		<b>400</b>	<b>100</b>	<b>28</b>



<b>Course Structure Semester V</b>		Category	Theory	Marks Practical /Internal	Total	Credits
BCH-5.1	Principles of Marketing	Core -11	80	20(1)	100	6
BCH-5.2	Fundamentals of Financial Management	Core -12	80	20(1)	100	6
BCH-5.3	DSE-1 ( <i>Any one of the following</i> )	DSE-1	80	20 (I)	100	6
	A. Accounting and Finance	Financial Markets , Institution and Services				
	B. Banking and Insurance	Indian Banking and Insurance System				
	C. Financial Markets	Indian Financial System				
BCH-5.4	DSE-2 ( <i>Any one of the following</i> )	DSE-2	80	20(1)	100	6
	A. Accounting and Finance	Financial Statement Analysis and Reporting				
	B. Banking and Insurance	Merchant Banking and Financial Services				
	C. Financial Markets	Financial Institutions and Services				
	<b>Total</b>		<b>320</b>	<b>80</b>	<b>400</b>	<b>24</b>
<b>Semester VI</b>						
BCH-6.1	Auditing and Corporate Governance	Core -13	80	20(1)	100	6
BCH-6.2	Indirect Tax Law	Core- 14	80	20(1)	100	6
BCH-6.3	DSE-3 ( <i>Any one of the following</i> )	DSE-3	80	20(1)	100	6
	A. Accounting! Corporate Tax and Finance	Planning				
	B. Banking and! Fundamentals of Insurance	Investment				
	C. Financia Markets	Financial Market Operations				
BCH-6.4	Business Research Methods and Project Work*	DSE-4	50	50(1)	100	6
	<b>Total</b>		<b>290</b>	<b>110</b>	<b>400</b>	<b>24</b>
	<b>Grand Total</b>		<b>2600 (Min)</b>		<b>148 (Min)</b>	
<b>Notes :</b>						
<ul style="list-style-type: none"> <li>• AECC-Ability enhancement Compusory Course</li> <li>• GE - Generic Elective Course</li> <li>• DSE- Discipline Specific Elective Course</li> <li>• SEC- Skill Enhancement Course</li> </ul> <p><i>Paper No.BCH-6.4 (Business Research Methods &amp; Project Work) will have 50 marks written examination and 50 marks project report.</i></p>						

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**COMMERCE**  
**+ 3 FIRST YEAR FIRST SEMESTER**  
**AECC - I**  
**ENVIRONMENTAL STUDIES**

Time : **3 Hours**

Credit : **4**

End Semester : **80 Marks**

Mid Semester : **20 Marks**

Ability Enhancement Compulsory Course (AECC-I)

**Unit 1 : Ecosystems (Botany)** ( to be taught by Department of Botany)

**Ecosystem** : Structure and function of ecosystem, Energy flow in an ecosystem : Food Chain, Food webs,

Ecological Pyramid.

**Ecological Succession** : Hydrosere, Xerosere

Forest Ecosystem, Grassland Ecosystem, Aquatic ecosystem (Pond)

Biogeochemical cycles (Carbon cycle and Nitrogen cycle)

**Unit 2 : Natural Resources :**

Renewable and Non-renewable Resources (Geography) (to be taught by Geography Departments)

- Land Resources & Land use change ; - Land degradation, Soil erosion and desertification. .
- Deforestation : Causes and impacts due to mining , dam building on environment, forests , biodiversity & tribal populations.
- Water - Use and over exploitation of surface and ground water, floods, droughts, conflicts over water (International & Inter-state).
- Energy resources : Renewable and Non-renewable energy sources, use of alternate energy sources, growing energy needs, Case studies.

**Unit 3 : Biodiversity and Conservation (Zoology)** (to be taught by Department of Zoology)

- Levels of biological diversity : genetic, species and ecosystem diversity, bio-diversity patterns and global biodiversity hot spots.
- India as a mega-biodiversity nation ; Endangered and endemic species of India.
- Threats to biodiversity : Habitat loss, poaching of wildlife , man-wildlife conflicts, biological invasions ; Conservation of biodiversity : In-situ and Ex-situ conservation of biodiversity.
- Ecosystem and biodiversity services : Ecological, economic, social , ethical, aesthetic and informational value.

**Unit 4 : Environmental Pollution (Chemistry)** ( to be taught by Department of Chemistry)

- Environmental pollution : types, causes, effects and controls; Air, water, soil and noise pollution.
- Nuclear hazards and human health risks.
- Solid waste, management: Control measures of urban and industrial waste.
- Pollution case studies.
- Climate change , global warming, ozone layer depletion, acid rain and impacts on human communities and agriculture.

**Unit 5 : EVS** (to be taught by Economics Department)

- Economic Development and Environment.
  - Sustainable Development.
-

- Human population Growth : Impact on Environment, Human health and welfare.
- Resettlement and Rehabilitation of project affected people.
- Disaster management : Floods , Earthquakes, cyclones and landslides .
- Environmental managements : Chipko, Silent valley, Bishnois of Rajasthan.

**+ 3 FIRST YEAR FIRST SEMESTER**  
**Core Course - 1**  
**FINANCIAL ACCOUNTING**

**Time: 3 Hours**

**End Semester Theory : 80 Marks**

**Credit : 6**

**Mid Semester : 20 Marks**

***Objectives: The objective of this paper is to help students to acquire conceptual knowledge of financial accounting and to impart skills for recording various kinds of business transactions.***

**Contents**

**Unit-1(a) Theoretical Framework**

- Accounting as the language of business and an information system, the users of financial accounting information and their needs. Qualitative characteristics of accounting information. Functions, advantages and limitations of accounting. Branches of accounting. Bases of accounting; cash basis and accrual basis.
- The nature of financial accounting principles - Basic concepts and conventions: entity, money measurement, going concern, cost, realization, accruals, periodicity, consistency, prudence (conservatism), materiality and full disclosures and Accounting Equation.

**(b) Accounting Process**

From recording of business transactions to the preparation of trial balance including adjustments: journal, sub-division of journal, ledger accounts, trial balance

**Unit-2 : Business Income**

- Measurement of business income-Net income: the accounting period, the continuity doctrine and matching concept. Objectives of measurement and revenue recognition.
- Depreciation Accounting: The accounting concept of depreciation. Factors in the measurement of depreciation. Methods of computing depreciation: straight line method and diminishing balance method; Disposal of depreciable assets-change of method. Salient features of Accounting Standard 6 (AS- 6) issued by ICAI
- Inventory Accounting: Meaning. Significance of inventory valuation. Inventory Record Systems: periodic and perpetual. Methods: FIFO, LIFO and Weighted Average. Salient features of Accounting Standard 2 (AS- 2) issued by ICAI

**Unit-3 : Final Accounts**

Capital and revenue expenditures and receipts: general introduction only. Preparation of financial statements of Sole Trade and Partnership Business with adjustments

**Unit-4 : Hire Purchase and Installment Systems and Accounting for Branch & Department**

- Concepts of operating and financial lease (theory only)

- ii. Departmental Accounting and Branch Accounting including foreign branch  
(Theory and Problem)

### Unit-5 : Accounting for Partnership Firm

Accounting of Admission of partner. Retirement and Death of partner and Dissolution of the Partnership Firm Including Insolvency of partners

**Learning Outcomes:** *The course structure of this paper would equip the students to get in-depth knowledge of financial accounting along with its practical application thereby giving an opportunity to gain easy access to this competitive business world.*

#### Suggested Readings:

1. Anthony, R.N. Hawkins, and Merchant, *Accounting: Text and Cases*, McGraw-Hill Education.
2. Bal Ranjan Kumar, *Financial Accounting* - S. Chand
3. Bansal.K.M - *Financial Accounting* - Taxman Publication
4. Deepak Sehgal, *Financial Accounting* - Vikash Publication
5. Horngren, *Introduction to Financial Accounting*, Pearson Education.
6. Monga, J.R. *Financial Accounting: Concepts and Applications*. Mayoor Paper Backs, New Delhi.
7. Shukla, M.C., T.S. Grewal and S.C.Gupta. *Advanced Accounts. Vol.-I*. S. Chand & Co., New Delhi.
8. Maheshwari, S.N. and S. K. Maheshwari. *Financial Accounting*. Vikas Publishing House, New Delhi.
9. Sehgal, Ashok, and Deepak Sehgal. *Advanced Accounting. Part -I*.Taxmann Applied Services, New Delhi.
10. Bhushan Kumar Goyal and HN Tiwari, *Financial Accounting*, International Book House
11. Goldwin, Alderman and Sanyal, *Financial Accounting*, Cengage Learning.
12. Tulsian, P.C. *Financial Accountings*, **Chand**.
8. Jain, S.P. and K.L. Narang. *Financial Accounting*, Kalyani Publishers, New Delhi
9. Gupta, Nirmal. *Financial Accounting*, SahityaBhawan, Agra.
10. *Compendium of Statements and Standards of Accounting*. The Institute of Chartered Accountants of India, New Delhi
11. *Financial accounting* Anil Kumar, Rajesh Kumar Himalaya Publishing House.

**+ 3 FIRST YEAR FIRST SEMESTER**  
**Core Course - 2**  
**BUSINESS LAW**

**Time: 3 Hours**

**End Semester Theory : 80 Marks**

**Credit : 6**

**Mid Semester : 20 Marks**

***Objective: The objective of the course is to impart basic knowledge of the important business laws along with relevant case laws.***

**Contents:**

**Unit-I : The Indian Contract Act, 1872: General Principle of Law of Contract**

- a) Contract - meaning, characteristics and kinds
- b) Essentials of valid contract - Offer and acceptance, consideration, contractual capacity, free consent, legality of objects.
- c) Void agreements
- d) Discharge of contract - modes of discharge including breach and its remedies.
- e) Contingent contracts
- f) Quasi - contracts

**Unit-II : The Indian Contract Act, 1872: Specific Contracts**

- a) Contract of Indemnity and Guarantee
- b) Contract of Bailment
- c) Contract of Agency

**Unit-III : The Sale of Goods Act, 1930**

- a) Contract of sale, meaning and difference between sale and agreement to sell.
- b) Conditions and warranties
- c) Transfer of ownership in goods including sale by non-owners
- d) Performance of contract of sale
- e) Unpaid seller - meaning and rights of an unpaid seller against the goods and the buyer.

**Unit-IV : Partnership Laws, The Partnership Act, 1932**

- a. Nature and Characteristics of Partnership
  - b. Registration of Firms
  - c. Types of Partners
  - d. Rights and Duties of Partners
  - e. Implied Authority of a Partner
  - f. Incoming and outgoing Partners
  - g. Mode of Dissolution of Partnership
-

**Unit-V : The Negotiable Instruments Act 1881**

- a) Meaning and Characteristics of Negotiable Instruments : Promissory Note, Bill of Exchange, Cheque
- b) Holder and Holder in due Course, Privileges of Holder in Due Course.
- c) Negotiation: Types of Endorsements
- d) Crossing of Cheque
- e) Bouncing of Cheque

**Learning Outcomes:** The students would be able to deal with the legal aspect of different business situations.

**Suggested Readings:**

1. Arora Sushma - Business Law - Taxmann Publication
2. Kuchhal, M.C. and Vivek Kuchhal, *Business Law*, Vikas Publishing House, New Delhi.
3. Tulsian, P.C, Business Law, S.Chand
4. Gogna P.P.S, Business & Industrial Law, S.Chand
5. Singh, Avtar, *Business Law*, Eastern Book Company, Lucknow.
6. Maheshwari & Maheshwari, *Business Law*, National Publishing House, New Delhi.
7. Chadha, P. R., *Business Law* Galgotia Publishing Company, New Delhi.
8. Aggarwal S K, Business Law, Galgotia Publishers Company, New Delhi.
9. GoyalBhushan Kumar and Jain Kinneri, Business Laws, International Book House
10. Ravinder Kumar, Legal Aspects of Business, Cengage Learning
11. Business Laws Maheswari, Mahewari Maheswari Himalaya Publishing.

**+ 3 FIRST YEAR FIRST SEMESTER**  
**Generic Elective - 1**  
**MICRO ECONOMICS**

**Time: 3 Hours**

**End Semester Theory : 80 Marks**

**Credit : 6**

**Mid Semester : 20 Marks**

**Objective:** Objective of the course is to acquaint the students with the concepts of micro-economics dealing with consumer behaviour. The course also makes the student understand the supply side of the market through the production and cost behaviour of firms.

**Learning Outcomes :** The students would be able to apply tools of consumer behaviour and firm business situations.

**Course Contents:****Unit-I : Demand and Consumer Behaviour**

Scope and Subject matter of Micro Economics. Basic ideas of consumers' behaviour in term of cardinal utility analysis. Elasticity of demand: Price, Income and Cross indifference curve analysis-properties

price line. consumers equilibrium. Income consumption curve, substitution effect, price effect, combination income and substitution effect. Price elasticity and price consumption curve. Introduction to the concept of consumers surplus, its measurement in terms of indifference curve. Engel Curve.

### Unit-II : Production and Cost

Production function – short run production function. Iso-quants, marginal rate of technical substitution. Economic region of production. Optimal combination of resources, the expansion path, returns to scale, using isoquants. Producers surplus, Cost of production, Social and Private cost of production short-run and long-run cost of production.

### Unit-III : Perfect Competition

Concept of revenue, TR. MR and AR perfect competition – Assumptions, conditions of equilibrium of a firm. Equilibrium of the firm and Industry in the short and long-runs, time period analysis, derivation industry's long-run supply curve.

### Unit-IV : Monopoly

**Monopoly:** Monopoly, Relationship among AR, MR and elasticity of demand. Short-run and Long-run equilibrium of the firm – effect due to shifts in demand curve, Measurement of Monopoly powers rule of thumb for pricing. Horizontal and Vertical integration of firms.

### Unit V: Imperfect Competition

**Monopolistic Competition and Oligopoly:** Monopolistic competition price and output determination short run and long run equilibrium. Monopolistic Competition and economic efficiency Oligopoly and Interdependence.

### Suggested Readings:

1. Economics theory – Stonier and Hague.
  2. Modern Micro Economic theory – A. Kourtsoyanish
  3. Principles of Micro Economics – N. G. Mankiew
  4. Micro Economic Theory : A graphical Analysis – Richard A. Bilas.
  5. Schaum Outline of Theory and Problem of Micro Economic theory – D. Sat.....
-



**+ 3 FIRST YEAR SECOND SEMESTER**  
**AECC - 2**  
**ENGLISH COMMUNICATION (Commerce)**

**Time: 3 Hours**  
**Credits: 4**

**End Semester: 80 Marks**  
**Mid Semester: 20 Marks**

The purpose of this course is twofold: to train students in communication skills and to help develop in them a facility for communicative English.

Since language is what binds society together and serves as a crucial medium of interaction as well as interchange of ideas and thoughts, it is important that students develop a capacity for clear and effective communication, spoken and written, at a relatively young age. The need has become even more urgent in an era of globalization and the increasing social and cultural diversity that comes with it.

English, being a global language par excellence, it is important that any course in communication is tied to an English proficiency programme. The present course will seek to create academic and social English competencies in speaking, listening, arguing, enunciation, reading, writing and interpreting, grammar and usage, vocabulary, syntax, and rhetorical patterns.

Students, at the end of the course, should be able to unlock the communicator in them by using English appropriately and with confidence for further studies or in professional spheres where English is the indispensable tool of communication.

**Unit 1 : Introduction**

**[20]**

1. What is communication?
2. Types of communication
  - Horizontal
  - Vertical
  - Interpersonal
  - Grapevine
3. Uses of Communication

**Prescribed Reading:** Chapter 1 *Applying Communication Theory for Professional Life: A Practical Introduction* by Dainton and Zelle

<http://tsime.uz.ac.zw/claroline/backends/download.php?url=LOludHJvX3RvX2NvbWllbml|YXRpb25fVGhlb3J5LnBkZg%3D%3D&cidReset=true&cidReq=MBA563>

**Unit 2 : Language of Communication**

**[20]**

1. Verbal: spoken and written
2. Non-verbal
  - Proxemics
  - Kinesics
  - Haptics
  - Chronemics
  - Paralinguistics

3. Barriers to communication
4. Communicative English

**Unit 3 : Reading Comprehension****[20]**

- Locate and remember the most important points in the reading
- Interpret and evaluate events, ideas, and information
- Read “between the lines” to understand underlying meanings
- Connect information to what they already know

**Texts to be studied**

(The following texts are available in the book *Vistas and Visions: An Anthology of Prose and Poetry*)

**Prose**

- The Last Leaf
- Ecology and Community
- How Wealth Accumulates and Men Decay
- The Open Window

**Unit 4 : Writing****[20]**

- Expanding an Idea
- Note Making
- Information Transfer
- Writing a Memo
- Writing Formal Email
- Writing a Business Letter
- Letters to the Editor
- CV & Resume Writing
- Covering Letter
- Report Writing
- News Story

**Unit 5****[20]****(a) Language functions in listening and conversation**

- Discussion on a given topic in pairs
  - Speaking on a given topic individually
  - Group Discussion
  - Interview
  - Dialogue
-

**(b) Grammar and Usage**

- Phrasal Verbs
- Collocation
- Using Modals
- Use of Prepositions
- Use of Passive Forms
- Subject-Verb Agreement.
- Common Errors in English Usage

Sample writing and grammar activities are available in ***Vistas and Visions: An Anthology of Prose and Poetry.***

**Books Recommended:**

1. *Vistas and Visions: An Anthology of Prose and Poetry.* (Ed.) Kalyani Samantray, Himansu S. Mohapatra, Jatindra K. Nayak, Gopa Ranjan Mishra, Arun Kumar Mohanty. Orient BlackSwan
2. *Fluency in English - Part II*, OUP, 2006
3. *Business English*, Pearson, 2008
4. *Communicative English.* E. Suresh Kumar and P. Sreehari
5. *Language, Literature and Creativity*, Orient BlackSwan, 2013
6. *Language through Literature*, (forthcoming) ed. Gauri Mishra, Dr. Ranajan Kaul, Dr. Brati Biswas

**Examination pattern Midterm test**

Unit 1	One long question with choice	01 qn x 12 = 12 marks
	Two short notes with choice	02 qns x 04 = 08 marks
<b>Total</b>		<b>20 marks</b>

**Final Semester Examination**

Unit 2	One long question with choice	01 qn x 10 = 10 marks
	Two short notes with choice	02 qns x 05 = 10 marks
Unit 3	Four Reading Comprehension questions (Questions meant to test the given reading skills prescribed under unit 3; <b>an extract from the prescribed texts to be used</b> )	04 qns x 05 = 20 marks
Unit 4 Writing:	Two Long questions with choice	02 qns x 10 = 20 marks
Unit 5	(a) Listening & Conversation	01 qn x 10 = 10 marks
	(b) Grammar & Usage	01 qn x 10 = 10 marks

**(Grammar question must be set in contexts; not as isolated sentences.)**

**Total = 80 marks**

**+ 3 FIRST YEAR SECOND SEMESTER**  
**Core Course - 3**  
**CORPORATE ACCOUNTING**

Time: 3 Hours

End Semester Theory : 80 Marks

Credit : 6

Mid Semester : 20 Marks

**Objectives: To help the students to acquire the conceptual knowledge of the corporate accounting and to learn the techniques of preparing the financial statements.**

**Contents:**

**Unit-1 : Accounting for Share Capital & Debentures**

Issue of shares, forfeiture and reissue of forfeited shares- concept & process of book building, Issue of rights and bonus shares; Buy back of shares, Redemption of preference shares. Issue and Redemption of Debentures

**Unit-2 : Final Accounts**

Preparation of profit and loss account and balance sheet of corporate entities (excluding calculation of managerial remuneration) Disposal of company profits

**Unit-3 : Valuation of Goodwill and Valuation of Shares**

Concepts and calculation - simple problem only

**Unit-4 : Amalgamation of Companies**

Concepts and accounting treatment as per Accounting Standard: 14 (ICAI) (excluding intercompany holdings). Internal reconstruction: concepts and Accounting treatment excluding scheme of reconstruction

**Unit-5 : Liquidation of Company**

Meaning of liquidation, modes of winding up, consequences of winding up, statement of affairs, liquidator's final statement of account, list 'B' contributories

**Learning Outcomes: This paper can provide conceptual clarity about the techniques to prepare financial statements of companies along with accounting treatment of various situations viz. floating of shares, amalgamation and liquidation of companies.**

**Suggested Readings:**

1. Monga, J.R. *Fundamentals of Corporate Accounting*. Mayur Paper Backs, New Delhi.
2. Tulsian, P.C, *Corporate Accounting*, S. Chand
3. Shukla, M.C., T.S. Grewal, and S.C. Gupta. *Advanced Accounts*. Vol.-II. S. Chand & Co., New Delhi,
4. Maheshwari, S.N. and S. K. Maheshwari. *Corporate Accounting*. Vikas Publishing House, New Delhi.
5. Sehgal, Ashok and Deepak Sehgal. *Corporate Accounting*. Taxman Publication, New Delhi.
6. Gupta, Nirmal. *Corporate Accounting*. Sahitya Bhawan, Agra.
7. Jain, S.P. and K.L. Narang. *Corporate Accounting*. Kalyani Publishers, New Delhi.
8. Compendium of Statements and Standards of Accounting. The Institute of Chartered Accountants of India, New Delhi.
9. Bhushan Kumar Goyal, *Fundamentals of Corporate Accounting*, International Book House
10. *Corporate Accounting*, Anil Kumar, Rajesh Kumar, Himalaya Publishing.

**+ 3 FIRST YEAR SECOND SEMESTER**  
**Core Course - 4**  
**CORPORATE LAWS**

**Time: 3 Hours**

**End Semester Theory : 80 Marks**

**Credit : 6**

**Mid Semester : 20 Marks**

**Objectives:** *The objective of the course is to impart basic knowledge of the provisions of the Companies Act, 2013 and the Depositories Act, 1996. Case studies involving issues in corporate laws are required to be discussed.*

**Contents:**

**UNIT-I : Introduction**

Administration of Company Law [including National Company Law Tribunal (NCLT), National Company Law Appellate Tribunal (NCLAT), Special Courts]; Characteristics of a company; types of companies including one person company, small company, dormant company and producer company; association not for profit; formation of company, on-line filing of documents, promoters, their legal position. **(As per companies Act, 2013)**

**UNIT-II : Documents**

Memorandum of association, articles of association, GDR; book building; issue, allotment and forfeiture of share, transmission of shares, buyback and provisions regarding buyback; issue of bonus shares **(As per companies Act, 2013)**

**UNIT-III : Management**

Classification of directors, women directors, independent director, disqualifications, director identity number (DIN); appointment; Legal positions, powers and duties; removal of directors; managing director, meetings of shareholders and board; types of meeting, meeting through video conferencing, e-voting. Audit Committee, Nomination and Remuneration Committee, Stakeholders Relationship Committee, Corporate Social Responsibility Committee. **(As per companies Act, 2013)**

**UNIT-IV : Dividends, Accounts, Audit-**

Provisions relating to payment of Dividend, Provisions relating to Books of Account, .Provisions relating to Audit, Auditors' Appointment, Rotation of Auditors, Auditors' Report. Winding Up - Concept and modes of Winding Up.

Insider Trading, Whistle Blowing — Insider trading; meaning & legal provisions; Whistle blowing: Concept and Mechanism.

**UNIT-V : Depositories Law:**

The Depositories Act 1996 - Definitions; rights and obligations of depositories; participants issuers and beneficial owners; inquiry and inspections, penalty

**Learning Outcomes:** *Students would acquire knowledge about the legal framework and the ways and means to deal with the legal aspect of different situations of corporate sector.*

**Suggested Readings:**

1. Arora & Banshal, Corporate Law - Vikash Publication
2. Gogna, P.P.S - Company Law, S. Chand
3. MC Kuchhal *Corporate Laws*, Shri Mahaveer Book Depot. (Publishers).
4. GK Kapoor & Sanjay Dhamija, *Company Law*, Bharat Law House.
5. Reena Chadha and Sumant Chadha, *Corporate Laws*, Scholar Tech Press.
6. Gowar, LCB, *Principles of Modern company Law*, Stevens & Sons, London.

7. Ramaiya, *A Guide to Companies Act*, LexisNexis, Wadhwa and Butters worth.
8. *A Compendium of Companies Act 2013, along with Rules*, by Taxmann Publications.
9. Avtar Singh, *Introduction to company Law*, Eastern Book Company
10. Corporate Laws, Maheswari, Maheswari, Himalaya Publishing House.

## + 3 FIRST YEAR SECOND SEMESTER

### Generic Elective - 2

### MACRO ECONOMICS

**Time: 3 Hours**

**End Semester Theory : 80 Marks**

**Credit : 6**

**Mid Semester : 20 Marks**

#### **Course Description :**

The course aims at making the students understand the basic concepts of Macro economics. Macro Economics deals with the aggregate economy. This course discusses the preliminary concepts associated with the determination and measurement of aggregate macroeconomic variables like savings, investment, GDP, money and Inflation.

#### **Unit - I :**

Concept of Macroeconomics- Nature, Scope and Importance. Distinction between microeconomics and macroeconomics, National Income, GDP, GNP, NNP, Aggregate Expenditure, Circular flow of Income in a closed economy and open economy; personal income, disposable income.

#### **Unit - II :**

Classical Model of Income Determination, Determination of Aggregate Supply and Aggregate Demand, Condition of Equilibrium, Keynesian criticism of Classical Economics, Keynesian Principle of Effective Demand- Aggregate Demand price, Aggregate Supply price, Determination of Effective Demand, Importance of Effective Demand.

#### **Unit - III :**

Money, Value of Money, Demand for Money, Supply of Money, Money Components, Inflation-Causes of rise in price, Deflation-Causes of fall in price, Inflation and Interests, Social Cost of inflation, Unemployment-natural rate of unemployment, frictional and distinguished unemployment, The trade-off between inflation and unemployment.

#### **Unit - IV :**

Open Economy- flows of goods and capital, saving and investment in a small and large open economy, Balance of Payments- Components, structure, Balance of Trade, Current Accounts, Capital Accounts, Disequilibrium in BoPs- Causes and Measures.

#### **Unit - V :**

Exchange Rate; Fixed and Flexible Exchange Rate; Theories for Determination of equilibrium rate of exchange; Mint Parity Theory; Purchasing Power Parity Theory and Balance of Payments Theory.

#### **Suggested Readings:**

1. Macro Economic Analysis - E. Shapiro
2. Macro Economic Theory and Policy- G. Ackley
3. The Economics of J. M. Keynes- D. Dillard
4. Macro Economics- Dornbusch Fisher
5. Macroeconomics - Gregory Mankiw, 5<sup>th</sup> Edition.

**+ 3 SECOND YEAR THIRD SEMESTER**  
**Core Course - 5**  
**HUMAN RESOURCE MANAGEMENT**

**Time: 3 Hours**

**End Semester Theory : 80 Marks**

**Credit : 6**

**Mid Semester : 20 Marks**

**Objective: *The objective of the course is to acquaint students with the techniques and principles to manage human resource of an organization.***

**Contents:**

**Unit-I :** Human Resource Management: Concept and Functions, Role, Status and competencies of HR Manager, HR Policies, Evolution of HRM. Emerging Challenges of Human Resource Management; workforce diversity, empowerment, Downsizing; VRS; Human Resource Information System;

**Unit-II :** Acquisition of Human Resource: Human Resource Planning- Quantitative and Qualitative dimensions; job analysis - job description and job specification; Recruitment - Concept and sources; Selection - Concept and process; test and interview; placement induction.

**Unit-III :** Training and Development; Concept and Importance; Identifying Training and Development Needs; Designing Training Programmes; Role Specific and Competency Based Training; Evaluating Training Effectiveness; Training Process Outsourcing; Management Development; Career Development.

**Unit-IV :** Performance appraisal; nature and objectives; Modern Techniques of performance appraisal; potential appraisal and employee counseling; job changes - transfers and promotions. Compensation: concept and policies; job evaluation; methods of wage payments and incentive plans; fringe benefits; performance linked compensation.

**Unit-V :** Maintenance: employee health and safety; employee welfare; social security; Employer Employee relations- an overview. Grievance handling and redressal Industrial Disputes causes and settlement machinery..

**Learning Outcomes: *This paper can enhance the capability of the students to manage the most important assets of organization i.e. human beings which is much needed to ensure growth of that organization.***

**Suggested Readings:**

1. Bohlander and Snell, *Principles of Human Resource Management*, Cengage Learning
  2. Chhabra, T.N. *Essentials of Human Resource Management*. Sun India Publication New Delhi.
  3. DeCenzo, D.A. and S.P. Robbins, "*Personnel/Human Resource Management*", Prentice Hall of India, New Delhi.
  4. Khanka S.S. *Human Resource Management*. S Chand.
  5. Rao V.S.P - *Human Resource Management*. Vikash Publication
  6. Sanghi Seema, *Human Resource Management* - Vikash Publication
  7. Ivancevich, John M. *Human Resource Management*. McGraw Hill.
  8. Wreather and Davis. *Human Resource Management*. Pearson Education.
  9. Robert L. Mathis and John H. Jackson. *Human Resource Management*. Cengage Learning.
  10. Human Resources Management Subba Rao P, Himalaya Publishing House.
-

**+ 3 SECOND YEAR THIRD SEMESTER**  
**Core Course - 6**  
**INCOME TAX LAW AND PRACTICE**

**Time: 3 Hours**

**End Semester Theory : 80 Marks**

**Credit : 6**

**Mid Semester : 20 Marks**

**Objective: To provide basic knowledge and equip students with the application of principles and provisions of Income Tax Act 1961.**

**Contents:**

**Unit-I :** Basic concept: Income, agricultural income, person, assessee, assessment year, previous year, gross total income, total income, Maximum marginal rate of tax. Permanent Account Number (PAN), Residential status; Scope of total income on the basis of residential Status Exempted income under section 10.

**Unit-II :** Computation of income under different heads.

- Salaries
- Income from house property

**Unit-III :** Computation of income under different heads

- Profits and gains of business or profession
- Capital gains
- Income from other sources

**Unit-IV :** Total income and tax computation

Income of other persons included in assessee's total income- Aggregation of income and set-off and carry forward of losses Deductions from gross total income, Rebates and reliefs

- Computation of total income of individuals and firms
- Tax liability of an individual and firm
- Five leading cases of Supreme Court

**Unit-V :** Preparation of return of income:

- Manually On-line filing of Returns of Income & TDS.
- Provision & Procedures of Compulsory On-Line filing of returns for specified assesses.

**Learning Outcomes: This paper would provide the understanding of various provisions of Income Tax Act as well as equip the students to make practical applications of the provisions for taxation purpose.**

**Suggested readings:**

1. Singhania, Vinod K. and Monica Singhania. *Students' Guide to Income Tax, University Edition*. Taxmann Publications Pvt. Ltd., New Delhi.
  2. Ahuja, Girish and Ravi Gupta. *Systematic Approach to Income Tax*. Bharat Law House, Delhi.
  3. Pagare, Dinkar. *Law and Practice of Income Tax*. Sultan Chand and Sons, New Delhi.
  4. Lal, B.B. *Income Tax Law and Practice*. Konark Publications, New Delhi.
  5. Income Tax Law and Practice Saha and Dash, Himalaya Publishing House
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**Journals**

1. *Income Tax Reports*. Company Law Institute of India Pvt. Ltd., Chennai.
2. *Taxman*. Taxman Allied Services Pvt. Ltd., New Delhi.
3. *Current Tax Reporter*. Current Tax Reporter, Jodhpur.

**Software**

1. Dr. Vinod Kumar Singhania, *e-filing of Income Tax Returns and Computation of Tax*, Taxmann Publication Pvt. Ltd, New Delhi. Latest version
2. Excel Utility available at [incometaxindiaefiling.gov.in](http://incometaxindiaefiling.gov.in)

**+ 3 SECOND YEAR THIRD SEMESTER**  
**Core Course - 7**  
**MANAGEMENT PRINCIPLES & APPLICATIONS**

**Time: 3 Hours****End Semester Theory : 80 Marks****Credit : 6****Mid Semester : 20 Marks**

**Objective:** *The objective of the course is to provide the student with an understanding of basic management concepts, principles and practices.*

**Unit-1 : Introduction**

Concept: Need for Study, Managerial Functions — An overview; Co-ordination: Essence of Managership, Evolution of the Management Thought, Classical Approach - Taylor, Fayol, Neo-classical and Human Relations Approaches - Mayo, Hawthorne Experiments, Behavioural Approach, Systems Approach, Contingency Approach - Lawrence & Lorsch, MBO - Peter F. Drucker.

**Unit-2 : Planning**

- a. Types of Plan - An overview to highlight the differences
- b. Strategic planning - Concept, process, Importance and limitations
- c. Environmental Analysis and diagnosis (Internal and external environment) -Definition, Importance and Techniques (SWOT/TOWS/WOTS-UP, BCG Matrix, Competitor Analysis), Business environment; Concept and Components
- d. Decision-making - concept, importance

**Unit-3 : Organising**

Concept and process of organising - An overview, Span of management, Different types of authority (line, staff and functional), Decentralisation, Delegation of authority Formal and Informal Structure; Principles of Organising; Network Organisation Structure

**Unit-4 : Staffing and Leading**

- a. *Staffing*: Concept of staffing, staffing process
  - b. *Motivation*: Concept, Importance, extrinsic and intrinsic motivation; Major Motivation theories - Maslow's Need-Hierarchy Theory; Herzberg's Two-factor Theory, Vroom's Expectation Theory,
-

- c. *Leadership*: Concept, Importance, Major theories of Leadership (Likert's scale theory, Blake and Mouten's Managerial Grid theory)
- d. *Communication*: Concept, purpose, process; Oral and written communication; Formal and informal communication networks, Barriers to communication, Overcoming barriers to communication.

#### Unit-5 : Control

- a. *Control*: Concept, Process, Limitations, Principles of Effective Control, Major Techniques of control - Ratio Analysis, ROI, Budgetary Control, EVA, PERT/CPM.
- b. Emerging issues in Management

**Learning Outcomes: Students would be able to make use of different management principles in the course of decision making in different forms of business organizations. Suggested Readings:**

1. Chandan J.S - *Management Concepts of Strategy* - Vikash Publication
2. Filial RSN - *Principles & Practice of Management* - S. Chand
3. Harold Koontz and Heinz Wehrich, *Essentials of Management: An International and Leadership Perspective*, McGraw Hill Education.
5. Stephen P Robbins and Madhushree Nanda Agrawal, *Fundamentals of Management: Essential Concepts and Applications*, Pearson Education.
7. George Terry, *Principles of Management*, Richard D. Irwin
8. Newman, Summer, and Gilbert, *Management*, PHI
9. James H. Donnelly, *Fundamentals of Management*, Pearson Education.
10. B.P. Singh and A.K.Singh, *Essentials of Management*, Excel Books
11. Griffin, *Management Principles and Application*, Cengage Learning
12. Robert Kreitner, *Management Theory and Application*, Cengage Learning
13. TN Chhabra, *Management Concepts and Practice*, DhanpatRai& Co. (Pvt. Ltd.), New Delhi
14. Peter F Drucker, *Practice of Management*, Mercury Books, London
15. Gupta R.N - *Principles & Practice of Management* - S, Chand
16. Management Principles and Applications, Jain Khuspat, Himlaya Publishing House.

**+ 3 SECOND YEAR THIRD SEMESTER**  
**Generic Elective - 3**  
**BUSINESS STATISTICS**

**Time: 3 Hours**

**End Semester Theory : 80 Marks**

**Credit : 6**

**Mid Semester : 20 Marks**

**OBJECTIVE: The objective of this course is to familiarize students with the basic statistical tools used for managerial decision-making.**

**EXPECTED LEARNING OUTCOMES :** The students are expected to be equipped with the tools of processing and description of statistical data. In addition the student would develop competence to use computers for statistical calculations especially for comparatively large sized problems.

**Unit-1 : STATISTICAL DATA AND DESCRIPTIVE STATISTICS**

Nature and Classification of data: univariate, bivariate and multivariate data; times-series and cross-sectional data.

**Measures of Central Tendency :**

- a) Mathematical averages including arithmetic mean, geometric mean and harmonic mean. Properties and Applications.
- b) Positional Averages: Mean and Median (and other partition values including quartiles, deciles, and percentiles) (including graphic determination)

**Unit-2 :**

**Measures of Variation :** Absolute and relative. Range, Quartile Deviation, Mean Deviation, Standard Deviation and their coefficients, Properties of Standard Deviation/Variance.

**Skewness :** Meaning, Coefficient of skewness- Karl Pearson and Bowley's. Methods of moments, Kurtosis.

**Unit-3 : SIMPLE CORRELATION AND REGRESSION ANALYSIS**

**Correlation Analysis :** Meaning of simple correlation, Correlation: its measurement - Scattered diagram, Pearson's coefficient of correlation, Calculation and properties, Correlation and Probable error, Rank correlation.

**Regression Analysis :** Principle of least square and regression lines, Regression equations and estimation; Properties of regression coefficients; Relationship between Correlation and Regression coefficients; Standard Error of Estimate.

**Unit-4 : INDEX NUMBERS**

Meaning and Uses of Index Numbers : Construction of Index Numbers : Fixed and chain base. Aggregative and Average of relatives - simple and weighted.

Construction of Consumer Price Indices and its Problems.

**Unit-5 : TIME SERIES ANALYSIS**

Components of Time Series, Additive and Multiplicative Models-Trend analysis. Fitting of trend line using principle of Least Squares - Linear, Moving Averages, Seasonal Variations- Calculation of Seasonal Indices using simple averages, Uses of Seasonal Indices.

**Suggested Readings:**

1. Levin, Richard, David S. Rubin, Rastogi, and Siddiqui. *Statistics for Management*. 7<sup>th</sup> Edition. Pearson Education.

2. S. C. Gupta - Statistical Methods.
3. Taree Yamane - Statistics
4. S. P. Gupta - Fundamentals of Statistics.

**+ 3 SECOND YEAR THIRD SEMESTER**  
**SEC - 1**  
**E-COMMERCE**

**Time: 3 Hours**  
**Credit : 6**

**End Semester Theory : 80 Marks**  
**Mid Semester : 20 Marks**

***Objectives: To enable the student to become familiar with the mechanism for conducting business transactions through electronic means.***

**Contents**

**Unit- I: Introduction:** Meaning, nature, concepts, advantages and reasons for transacting online, categories of E-Commerce, Supply Chain Management, Customer Relations Management

**Unit-2 : Planning Online-Business:** Nature and dynamics of the internet, pure online vs. brick and click business; assessing requirement for an online business designing, developing and deploying the system, one to one enterprise.

**Unit-3 : Technology for Online-Business:** Internet, IT Infrastructure, Middle ware contents: Text and Integrating E-business applications.

**Unit-4 : Mechanism of making payment through internet :** Online-payment mechanism; Electronic Payment systems; payment Gateways; Visitors to website; tools for promoting websites; Plastic Money: Debit Card, Credit Card;

**Unit 5 : Applications in E-Commerce:** E-commerce applications in manufacturing, Wholesale, retail and service sector.

**Security and Legal Aspects of E-Commerce:** Threats in E-Commerce, Security of Clients and Service-Provider; Cyber Law - Information Technology Act 2000: An overview of major provisions

***Learning Outcomes: This paper would enhance the technical skills of the students to get into the business ventures using electronic means thereby providing the opportunity to gain access to a larger customer base.***

**Suggested Readings:**

1. Pandey U.S - E.Commerce& Mobile Commerce Technology - S. Chand
  2. E Commerce, Dash and Das, Himalaya Publishing House.
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**+ 3 SECOND YEAR FOURTH SEMESTER**  
**Core Course - 8**  
**COST AND MANAGEMENT ACCOUNTING**

**Time: 3 Hours**

**End Semester Theory : 80 Marks**

**Credit : 6**

**Mid Semester : 20 Marks**

**Objective: To acquaint the students with basic concepts used in cost accounting, various involved in cost ascertainment.**

**CONTENTS:**

**Unit-1 : Introduction**

Meaning, objectives and advantages of cost accounting; Difference between cost accounting and financial accounting; Cost concepts and classifications; Elements of cost

**Materials:** Material/inventory control- concept and techniques, Accounting and control of purchases, storage and issue of materials. Methods of pricing of materials issues - FIFO, LIFO and Average

**Unit-2 : Labour and Overhead**

**Labour :** Accounting and Control of labour cost. Time keeping and time booking. Concept and treatment of idle time, over time, labour turnover and fringe benefits. Methods of wage payment and the Incentive schemes- Halsey, Rowan, Taylor's Differential piece wage.

**Overhead :** Classification, allocation, apportionment and absorption of overhead. Under- and over-absorption

**Unit-3 : Methods of Costing**

Methods of Costing: Unit costing, Job costing. Contract Costing, Process costing (excluding process losses, valuation of work in progress, joint and by-products)

**Unit-4 : Budgeting and Standard Costing**

Budgeting and budgetary control: Concept of budget and budgetary control, objectives, merits, and limitations, Budget administration, Functional budgets, Fixed and flexible budgets, Zero base budget

Standard costing and variance analysis: Meaning of standard cost and standard costing: advantages, limitations and applications, Variance analysis - material, labour and overhead

**Unit-5 : Marginal Costing**

Absorption versus variable costing: Distinctive features and income determination. Cost-Volume-Profit Analysis: Break-even analysis-algebraic and graphic methods. Contribution, Margin of safety and Angle of incidence

**Learning Outcome: After the completion of this paper, the students will be able to have confidence in managing cost issues and also to keep a check on cost control and taking managerial decisions.**

**Suggested Reading:**

1. Horngreen, Charles T., George Foster and Srikant M. Dattar. *Cost Accounting: A Managerial Emphasis*. Prentice Hall of India Ltd., New Delhi.
2. Horngreen, Charles T., Gary L. Sundem. *Introduction to Management Accounting*. Prentice Hall.
3. Jain, S.P. and K.L. Narang. *Cost Accounting: Principles and Methods*, Kalyani Publishers, Jalandhar,
4. Lai, Jawahar. *Cost Accounting*. Tata McGraw Hill Publishing Co., New Delhi.
5. Nigam, B.M. Lall and I.C. Jain. *Cost Accounting: Principles and Practice*. Prentice Hall of India, New

Delhi.

6. Arora, M.N. *Cost Accounting - Principles and Practice*. Vikas Publishing House, New Delhi.
7. Maheshwari, S.N. and S.N. Mittal. *Cost Accounting: Theory and Problems*. Shri Mahabir Book Depot, New Delhi.
8. Singh, S. K. and Gupta Lovleen. *Management Accounting - Theory and Practice*. Pinnacle Publishing House.
9. Usry, Milton E. and Lawrence H. Hammer. *Cost Accounting: Planning and Control*. South Western Publishing Co.
10. Barfield, Jesset T., Cecily A. Raibarn and Michael R. Kinney. *Cost Accounting: Traditions and Innovations*. Thomson Learning.
11. Lucey, T. *Costing*. ELST, London.
12. Garrison H., Ray and Eric W. Noreen. *Managerial Accounting*. McGraw Hill.
13. Drury, Colin. *Management and Cost Accounting*. Cengage Learning.
14. Lai, Jawahar. *Advanced Management Accounting Text and Cases*. S. Chand & Co., New Delhi.
15. Khan, M.Y. and P.K. Jain. *Management Accounting*. Tata McGraw Hill, Publishing Co., New Delhi.
16. Hansen, *Managerial Accounting*, Cengage Learning
17. *Cost and Management Accounting* Swain, Bal, Himalaya Publishing House.

## + 3 SECOND YEAR FOURTH SEMESTER

### Core Course - 9

## BUSINESS MATHEMATICS

Time: 3 Hours

End Semester Theory : 80 Marks

Credit : 6

Mid Semester : 20 Marks

**Objective:** *The objective of this course is to familiarize the students with the basic mathematical tools with emphasis on applications to business and economic situations.*

#### Contents:

##### Unit-1 : Matrices and Determinant

Algebra of matrices, Inverse of a matrix, Matrix Operation - Business Application Solution of system of linear equations (having unique solution and involving not more than three variables) using matrix inversion Method and Cremer's Rule.

##### Unit-2 : Calculus I

Mathematical functions and their types- linear, quadratic, polynomial, exponential, logarithmic and logistic function. Concepts of limit, and continuity of a function, Concept and rules of differentiation, Maxima and Minima involving second order

##### Unit-3 : Calculus II

**Integration** : Standard forms, Methods of integration - by substitution, by parts and by use of partial fractions, definite integration, finding areas in simple cases

##### Unit-4 : Mathematics of Finance

Compounding and discounting of a sum using different types of rates. Types of annuities, like ordinary, due, deferred, continuous, perpetual, and their future and present values using different types of rates of interest, Depreciation of Assets. (*General annuities to be excluded*)

**Unit-5 : Linear Programming**

Formulation of linear programming problems (LPP): Graphical solution to LPPs. Cases of unique and multiple optimal solutions, Unbounded solutions and infeasibility, and redundant constraints, Solution to LPPs using Simplex method - maximization and minimization cases.

**Learning Outcome: After reading this subject the students will be able to understand basic concepts in the areas of business calculus and financial mathematics and to connect acquired knowledge with practical problems in economic practice.**

**Suggested Readings :**

1. Arora P.N. Business Mathematics - S.Chand
2. Anthony, M. and N. Biggs. *Mathematics for Economics and Finance*. Cambridge University Press.
3. Arora S.R & Gupta K. - Business Mathematics - Taxmann Publication
4. Ayres, Frank Jr. *Theory and Problems of Mathematics of Finance*. Schaum's Outlines Series. McGraw Hill Publishing Co.
5. Budnick, P. *Applied Mathematics*. McGraw Hill Publishing Co.
6. Dowling, E.T. *Mathematics for Economics*, Schaum's Outlines Series. McGraw Hill Publishing Co.
7. Mizrahi and John Sullivan. *Mathematics for Business and Social Sciences*. Wiley and Sons.
8. Zamirudeen & Bhambri - Business Statistics - Vikash Publication
9. Wikes, P.M. *Mathematics for Business, Finance and Economics*. Thomson Learning.
10. Prasad, Bindra and P.K. Mittal. *Fundamentals of Business Mathematics*. Har-Anand Publications.
11. Thukral, J.K. *Mathematics for Business Studies*. Mayur Publications.
12. Vohra, N.D. *Quantitative Techniques in Management*. Tata McGraw Hill Publishing Company.
13. Soni, R.S. *Business Mathematics*. Pitambar Publishing House.
14. Singh J. K. *Business Mathematics*. Himalaya Publishing House
15. Hazarika P. Business Mathematics - S.Chand
16. Business Mathematics, Swain, Das, Himalaya Publishing House.

**+ 3 SECOND YEAR FOURTH SEMESTER****Core Course - 10****COMPUTER APPLICATIONS IN BUSINESS**

**Time: 3 Hours**

**End Semester Theory : 80 Marks**

**Credit : 6**

**Mid Semester : 20 Marks**

**Objectives: To provide computer skills and knowledge for commerce students and to enhance the student understands of usefulness of information technology tools for business operations.**

**Contents:****Unit-1 : Word Processing**

Introduction to word Processing, Word processing concepts, Use of Templates, Working with word document: (Opening an existing document/creating a new document, Saving, Selecting text, Editing text, Finding and replacing text, Closing, Formatting, Checking and correcting spellings)Bullets and numbering, Tabs, Paragraph Formatting, Indent, Page Formatting, Header and footer, Mail Merge including linking with Access Database, Tables: Formatting the table, Inserting filling and formatting a

table Creating Documents in the areas: Mail Merge including linking with Access Database, Handling Tables, Inserting Pictures and Video

### **Unit-2 : Preparing Presentations:**

Basics of presentations : Slides, Fonts, Drawing, Editing; Inserting: Tables, Images, texts, Symbols, Media; Design; Transition; Animation; and Slideshow

### **Unit-3 : Spreadsheet and its Business Applications**

Spreadsheet concepts, Creating a work book, Saving a work book, Editing a workbook, Inserting, deleting work sheets, Entering data in a cell, Formula Copying, Moving data from selected cells, Handling operators in formula, Rearranging Worksheet, Project involving multiple spreadsheets, Organizing Charts and graphs, Printing worksheet, Generally used Spread sheet functions: Mathematical, Statistical, Financial, Logical, Date and Time, Lookup and reference, Text functions.

### **Unit-4 : Creating spreadsheet in the following areas:**

Loan & Lease statement; Ratio Analysis ;Payroll statements ;Capital Budgeting ;Depreciation Accounting; Graphical representation of data; Frequency distribution and its statistical parameters Correlation and Regression

### **Unit-5 : Database Management System**

Creating Data Tables, Editing a Database using Forms, Performing queries, Generating Reports Creating DBMS in the areas of Accounting, Employees, Suppliers and Customer

***Learning Outcome: The completion of this paper will enhance students' computer abilities and skills to compete with the present technology driven business market.***

#### **NOTE:**

- There shall be a practical examination of 100 Marks (Practical-80 Marks, Viva-10 Marks and Work Book- 10 Marks) and duration of Examination shall be 3 Mrs.
- Teaching arrangement need to be made in the computer Lab
- There shall be four lectures per class and 4 Practical Lab periods per batch to be thought in computer Lab.

#### **Suggested Readings:**

1. Saxena & Chopra - Computer Application in Management - Vikash Publication
2. Nagpal - Computer Fundamental - S.Chand
3. Computer Application in Business Saha RG, Himalaya Publishing.

## **+ 3 SECOND YEAR FOURTH SEMESTER**

### **Generic Elective - 4 INDIAN ECONOMY**

**Time: 3 Hours**

**Credit : 6**

**Course Description :**

The paper GE-IV aims to introduce the students the basic concepts of Indian Economics.

**End Semester Theory : 80 Marks**

**Mid Semester : 20 Marks**

#### **Unit-1 :**

State of the Indian economy at the time of independence, basic features of the Indian economy. Concept and measure of development and under development, Human development in India.

#### **Unit-2 :**



Broad features of Indian population, causes and effects of rapid population growth, Family welfare measures and population policy of India.

**Unit-3 :**

Occupational structure in India, growth, development and structural change, Role of agriculture in Indian Economy, interdependence between agriculture industries and services, Green Revolution- its two phases during 1960s and 1980s, Agricultural price policy, WTO-its impact on Indian agriculture, Food security and role of public distribution system (PDS).

**Unit-4 :**

Industrialization in India, industrial policy of 1956 and 1991, importance and problems of small and cottage industries, economic reforms, new economic polity (NEP), LPG-liberalization, privatization and globalization.

**Unit 5:**

Economic planning objectives, strategies, achievement & failure, NITI AAYOG-Composition and function, Unemployment and poverty in India: meaning, causes and remedial measures.

## **+ 3 SECOND YEAR FOURTH SEMESTER**

### **SEC - 2**

### **ENTREPRENEURSHIP**

**Time: 3 Hours**

**End Semester Theory : 80 Marks**

**Credit : 6**

**Mid Semester : 20 Marks**

**Objective: The purpose of the paper is to orient the learner toward entrepreneurship as a career option and creative thinking and behavior for effectiveness at work and in life.**

**Contents:****Unit-1 :**

Meaning, elements, determinants and importance of entrepreneurship and creative behavior Entrepreneurship and creative response to the society' problems and at work, Dimensions of entrepreneurship: intra-preneurship, techno-preneurship, cultural entrepreneurship, international entrepreneurship, net-preneurship, eco-preneurship, and social entrepreneurship.

**Unit-2 :****Intrepreneurship and Micro, Small and Medium Enterprises:**

Concept of business groups and role of business houses and family business in India, The contemporary role models in Indian business: their values, business philosophy and behavioral orientations. Conflict in family business and its resolution

**Unit-3 :**

Public and private system of stimulation, support and sustainability of entrepreneurship, Requirement, availability and access to finance, marketing assistance, technology, and industrial accommodation, Role of industries/entrepreneur's associations and self-help groups. The concept, role and functions of business incubators, angel investors, venture capital and private equity fund.

**Unit-4 :****Sources of business ideas and tests of feasibility:**

Significance of writing the business plan/ project proposal, Contents of business plan/ project proposal. Designing business processes, location, layout, operation, planning & control; preparation of project

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report (various aspects of the project report such as size of investment, nature of product, market potential may be covered). Project submission/ presentation and appraisal thereof by external agencies, such as financial/non-financial institutions

#### Unit-5 :

Mobilizing resources for start-up, Accommodation and utilities, Preliminary contracts with the vendors, suppliers, bankers, principal customers; Contract management: Basic start-up problems.

**Learning outcome:** After the completion of this paper, student will have the entrepreneurial temper with conceptual input and practical insight as how to be an entrepreneur.

#### Suggested Readings:

1. SS Khanka, Entrepreneurial Development, S. Chand & Co, Delhi.
2. Kuratko and Rao, *Entrepreneurship: A South Asian Perspective*, Cengage Learning.
3. Rao, V.S.P - Business Entrepreneurship & Management - Vikash Publication
4. Desai, Vasant. *Dynamics of Entrepreneurial Development and Management*. Mumbai, Himalaya Publishing House.
5. Dollinger, Mare J. *Entrepreneurship: Strategies and Resources*. Illinois, Irwin.
6. Holt, David H. *Entrepreneurship: New Venture Creation*. Prentice-Hall of India, New Delhi.
7. Jain, Arun Kumar. *Competitive Excellence: Critical Success Factors*. New Delhi: Viva Books Limited. ISBN-8 1-7649-272-8.
6. Panda, ShibaCharan. *Entrepreneurship Development*. New Delhi, Anmol Publications. (Latest Editions)
7. Plsek, Paul E. *Creativity, Innovation and Quality*. (Eastern Economic Edition), New Delhi: Prentice-Hall of India. ISBN-8 1-203- 1690-8.
8. SIDBI Reports on Small Scale Industries Sector.
9. Singh, Nagendra P. *Emerging Trends in Entrepreneurship Development*. New Delhi: ASEED.
10. Entrepreneurship, Desai Vasant, Himalaya Publishing House.

## + 3 THIRD YEAR FIFTH SEMESTER

### Core Course - 11

### PRINCIPLES OF MARKETING

**Time: 3 Hours**

**End Semester Theory : 80 Marks**

**Credit : 6**

**Mid Semester : 20 Marks**

**Objective:** The objective of this course is to provide basic knowledge of concepts, principles, tools and techniques of marketing.

#### Contents:

**Unit-1 : Introduction:** Nature, scope and importance marketing; Evolution of marketing concepts; Marketing mix, Marketing environment.

**Consumer Behavior - An Overview:** Consumer buying process; Factors influencing consumer buying decisions.

**Unit-2 : Market Selection:** Market segmentation - - concept, importance and bases; Target market selection; Positioning concept, importance and bases; Product differentiation vs. market segmentation;

**Product:** Meaning and importance. Product classifications; Concept of product mix; Branding, packaging and labeling; Product-Support; Product life-cycle; New Product Development

**Unit-3 : Pricing :** Significance, Factors affecting price of a product; Pricing Policies and strategies; **Promotion** : Nature and importance of promotion; Communication process; Types of promotion: advertising, personal selling, public relations & sales promotion, and their distinctive characteristics; Promotion mix and factors affecting promotion mix decisions.

**Unit-4 : Distribution :** Channels of distribution - meaning and importance; Types of distribution channels; Wholesaling and retailing; Factors affecting choice of distribution channel; Physical Distribution.

**Retailing:** Types of retailing - store based and non-store based retailing, chain stores, specialty stores, supermarkets, retail vending machines, mail order houses, retail cooperatives; Management of retailing operations: an overview; Retailing in India: changing scenario.

**Unit-5 : Rural marketing :** Growing Importance; Distinguishing characteristics of rural markets; Understanding rural consumers and rural markets; Marketing mix planning for rural markets. **Recent developments in marketing:** Social marketing, on line marketing, direct marketing, services marketing, green marketing,

**Learning outcome: After the completion of this paper, the students will able to identify marketing components and fit them in the value chain along with the various marketing**

#### Suggested Readings:

1. Kotler, Philip, Gary Armstrong, Prafulla Agnihotri and AhsanUIHaque. *Principles of Marketing*. 13<sup>th</sup> edition. Pearson Education.
2. Mahajan & Mahajan - Principles of Marketing - Vikash Publication.
3. Michael, J. Etzel, Bruce J. Walker, William J Staton and Ajay Pandit. *Marketing Concepts and Cases*. (Special Indian Edition).
4. Rudani R.B- *Basics of Marketing Management* - S. Chand
5. McCarthy, E. Jerome., and William D. Perreault. *Basic Marketing*. Richard D. Irwin.
6. Lamb, Charles W., Joseph F. Hair, Dheeraj Sharma and Carl McDaniel. *Marketing: A South Asian Perspective*. Cengage Learning.
7. Pride, William M., and D.C. Ferrell. *Marketing: Planning, Implementation & Control*. Cengage Learning.
8. Majaro, Simon. *The Essence of Marketing*. Prentice Hall, New Delhi.
9. Zikmund William G. and Michael D'Amico. *Marketing; Creating and Keeping Customers in an E-Commerce World*. Thomson Learning.
10. Chhabra, T.N., and S. K. Grover. *Marketing Management*. Fourth Edition. Dhanpat Rai & Company.
11. The Consumer Protection Act 1986.
12. Iacobucci and Kapoor, *Marketing Management: A South Asian Perspective*. Cengage Learning.
13. Arun Kumar - Marketing management - Vikash Publication
14. Principles of Marketing, Sherleker, Pany, Himalaya Publishing House.

**+ 3 THIRD YEAR FIFTH SEMESTER**  
**Core Course - 12**  
**FUNDAMENTALS OF FINANCIAL MANAGEMENT**

**Objective:** To familiarize the students with the principles and practices of financial management.

**Contents:**

**Unit-1 : Introduction to Financial Management:** Scope and objective, Time value of money, Risk and return, Valuation of securities.- Bonds and Equities

**Unit-2 : Long Term Investment Decisions:** The Capital Budgeting Process, Cash flow Estimation, Payback Period Method, Accounting Rate of Return, Net Present Value (NPV), Net Terminal Value, Internal Rate of Return (IRR), Profitability Index

**Unit-3 : Financing Decisions:** Sources of long-term financing , Estimation of components of cost of capital. Methods for Calculating cost of equity capital, Cost of Retained Earnings, Cost of Debt and Cost of Preference Capital, Weighted Average cost of capital (WACC) and Marginal cost of capital. Capital structure -Theories of Capital Structure (Net Income, Net Operating Income, MM Hypothesis, Traditional Approach). Operating and financial leverage, Determinants of capital Structure.

**Unit-4 : Dividend Decisions:** Theories for Relevance and irrelevance of dividend decision for corporate valuation. Cash and stock dividends, Dividend policies in practice

**Unit-5 : Working Capital Decisions:** Concepts of working capital, the risk-return trade off, sources of short-term finance, working capital estimation, cash management, receivables management, Inventory management and payables management

**Learning Outcome:** *After the completion of this paper, students will be able to understand finance in a better way along with giving them insight to practical management of long and short finance for real business houses.*

**Suggested Readings :**

1. Bhalla V.K - Financial Management - S.Chand
2. Home, J.C. Van and Wackowich. *Fundamentals of Financial Management*. 9<sup>th</sup>ed. New Delhi Prentice Hall of India.
3. Johnson, R.W. *Financial Management*. Boston Allyn and Bacon.
4. Joy, O.M. *Introduction to Financial Management*. Homewood: Irwin.
5. Khan and Jain. *Financial Management text and problems*. 2<sup>nd</sup> ed. Tata McGraw Hill New Delhi.
6. Pandey, I.M. *Financial Management*. Vikas Publications.
7. Chandra, P. *Financial Management- Theory and Practice*. (Tata McGraw Hill).
8. Rustagi, R.P. *Fundamentals of Financial Management*. Taxmann Publication Pvt. Ltd.
8. Singh, J.K. *Financial Management- text and Problems*. 2<sup>nd</sup> Ed. DhanpatRai and Company, Delhi.
9. Singh, Surender and Kaur, Rajeev. *Fundamentals of Financial Management*. Book Bank International.
10. Brigham and Houston, *Fundamentals of Financial Management*, 13 Ed., Cengage Learning
11. Fundamentals of Financial Management, Kulkarni PV, Himalaya Publishing House.

**+ 3 THIRD YEAR FIFTH SEMESTER**  
**DSE - 1 (A)**  
**FINANCIAL MARKETS, INSTITUTIONS AND SERVICES**

Time: 3 Hours

End Semester Theory : 80 Marks

Credit : 6

Mid Semester : 20 Marks

**Objective:** *To provide the student a basic knowledge of financial markets and institutions and to familiarize them with major financial services in India.*

**Contents**

**Unit-1 : An Introduction to Financial System, its Components** - financial markets and institutions, financial intermediation, Flow of funds matrix, financial system and economic development, an overview of Indian financial system

**Unit-2 : Financial Markets:** Money market - functions, organization and instruments. Role of central bank in money market; Indian money market — An overview

Capital Markets - functions, organization and instruments. Indian debt market; Indian equity market - primary and secondary markets; Role of stock exchanges in India

**Unit-3 : Financial Institutions:** Commercial banking - introduction, its role in project finance and working capital finance, Development Financial institutions (DFIs) - An overview and role in Indian economy, Life and non-life insurance companies in India; Mutual Funds - Introduction and their role in capital market development. Non-banking financial companies (NBFCs)

**Unit-4 :** Overview of financial services industry: Merchant banking - pre and post issue management, underwriting. Regulatory framework relating to merchant banking in India

**Unit-5 : Leasing and Hire-purchase:** Consumer and housing finance; Venture capital; Factoring services, bank guarantees and letter of credit; Credit rating; Counseling.

**Learning Outcome:** *After the completion of this paper, the student will acquire financial literacy skill particularly by giving information about the financial system, markets, services and regulatory bodies in India.*

**Suggested Readings:**

1. Bhole, L.M. *Financial Markets and Institutions*. Tata McGraw-Hill Publishing Company.
2. Pandian P. - *Financial Service and Markets*. Vikas Publishing House.
3. Dhanekar. *Pricing of Securities*. New Delhi: Bharat Publishing House.
4. Nibasaiya Sapna - *Indian Financial System* - S.Chand
5. Prasanna, Chandra. *Financial Management: Theory and Practice*. Tata McGraw Hill \ Publishing Company Ltd., New Delhi.
6. Simha, S.L.N. *Development Banking in India*. Madras: Institute of Financial Management and Research
7. Khan and Jain. *Financial Services*. 2<sup>nd</sup> ed. Tata McGraw Hill
8. Singh, J.K. *Venture Capital Financing in India*. Dhanpat Rai and Company, New Delhi.
9. Annual Reports of Major Financial Institutions in India
10. Financial Institutions and Services, Gordon, Natrajan, Himalaya Publishing House.

**+ 3 THIRD YEAR FIFTH SEMESTER**  
**DSE - 1 (B)**  
**BANKING AND INSURANCE SYSTEM**

**Time: 3 Hours**

**End Semester Theory : 80 Marks**

**Credit : 6**

**Mid Semester : 20 Marks**

**Objectives:** To enable the students to acquire knowledge about basics of banking and insurance.

**Unit-1 : Concept of Bank and Banking:** Historical Evolution of Banking: Origin and Development of Banking - Structure of Banking in India - Banks and Economic Development -Functions of Commercial banks (conventional and innovative functions) - Central Bank - RBI - functions -Emerging trends in Banking.

**Unit-2 : Types of Customers and Account holders:** Procedure and practice in opening and operating the accounts of customers - individuals including minors - joint account holders -Partnership firms -joint stock companies - executors and trustees-clubs and associations

**Unit-3 : Introduction to insurance:** Purpose and need of insurance, insurance as a social security tool - insurance and economic development - Principles of insurance -various kinds of insurance -life, marine, fire, medical, general insurance - features.

**Unit-4 : Life Insurance** - Law relating to life Insurance; General Principles of Life Insurance Contract; Proposal and policy; assignment and nomination; title and claims; General Insurance - Law relating to general insurance; different types of general insurance; general insurance Vs life insurance - Insurance business in India.

**Unit-5 : Fundamentals of Agency Law :** Definition of an agent; Agents regulations : Insurance intermediaries; Agents' compensation. Procedure for Becoming an Agent: Pre-requisite for obtaining a license; Duration of license: Cancellation of license; Revocation or suspension/termination of agent appointment; Code of conduct; Unfair practices. Functions of the Agent: Proposal form and other forms for grant of cover; Financial and medical underwriting; Material information; Nomination and assignment; Procedure regarding settlement of policy claims.

**Learning Outcome: After the completion of this paper, the student will acquired practical knowledge of working mechanism of banking and insurance industries in India.**

**Reference Books:**

1. *hfishra S. Banking Law and Practice - S Chand*
2. Sheldon H.P -. *Practice and Law of Banking.*
3. Bedi. H.L ' *Theory and Practice of Banking.*
4. Maheshwari. S.N. -. *Banking Law and Practice.*
5. Shekar. K.C -. *Banking Theory Law and Practice.*
6. Pannandikar&Mithami<sup>1</sup>: *Banking in India.*
7. Radhaswamy & Vasudevan: *Text Book of Banking.*
8. Indian Institute of Bankers (Pub) *Commercial Banking Vol-I/Vol-H (part I&.II) Vol- III.*
9. Varshaney: *Banking Law and Practice.*
10. Dr. P. Periasamy: Principles and Practice of Insurance
11. Himalaya Publishing House, Delhi.
12. Inderjit Singh, RakcshKatyal& Sanjay Arora: Insurance Principles and Practices
13. Kalyani Publishers, ChennaiL
14. M.N. Mishra: Insurance Principles and Practice, S. Chand & Company Ltd, Delhi,
15. G. Krishnaswamy : Principles & Practice of Life Insurance
16. Kothari &Bahl : Principles and Pratices of Insurance.
17. Prasad - Banking Insurance - Vikas-h Publication
18. Indian Banking and Insurance System, Gordon, Gupta, Himalaya Publishing House.

**+ 3 THIRD YEAR FIFTH SEMESTER**  
**DSE - 1 (C)**  
**INDIAN FINANCIAL SYSTEM**

**Time: 3 Hours**

**End Semester Theory : 80 Marks**

**Credit : 6**

**Mid Semester : 20 Marks**

**Objectives : To enable the students to understand the basic knowledge about the structure, organization and working of financial system in India.**

**Unit-1 : Financial System:** Meaning and Significance-Functions of the financial system -Financial Assets- Financial markets- Classification-Financial instruments-weakness of Indian Financial System.

**Unit-2 : Money market:** Definition-Features-Objectives-Features of a developed money market-Importance of Money market-Composition of Money market-Operations and Participants-Money market Instruments-features of Indian money market-Recent developments.

**Unit-3 : Primary, Secondary and Capital Markets:** New issue market-meaning-functions-methods floating new issue - intermediaries in the new issue market-merchants bankers and their functions -Recent trends in new issue market - Stock Exchanges-Functions-Structure of stock exchanges-BSE-NSE-listing of securities-Advantages of listing-methods of trading in stock exchanges-on line trading-stock indices

**Unit-4 : Financial Institutions:** commercial banks- development financial institutions- Nonbanking financial corporation' s-Mutual Funds, insurance companies - Objectives and functions (only a brief outline).

**Unit-5 : Regulatory Institutions :** RBI - Role and Functions. The Securities and Exchange Board of India-objectives-function-powers-SEBI guidelines for primary and secondary market

***Learning Outcome*' . After completion of this paper, the student will be able to understand the structure and role of financial system, financial intermediaries and regulators in the Indian economy.**

**Reference Books:**

1. Kohn, Meir: *Financial Institutions and Markets*, Tata McGraw Hill.
  2. Bhole L.M: *Financial Institutions and Markets*, Tata McGraw Hill.
  3. Desai, Vasantha: *The Indian Financial System*, Himalaya Publishing House.
  4. Machiraju.R.H: *Indian Financial System*, Vikas Publishing House.
  5. M.Y: *Indian Financial System*, Tata McGraw Hill.
  6. Varshney, P.N., & D K Mittal, D.K.: *Indian Financial System*, Sulthan Chand & Sons
  7. Gordon E. &Natarajan K.: *Financial Markets & Services*, Himalaya Publishing House.
  8. Pathak, V. Bharati: *Indian Financial System*, Pearson Education.
  9. Financial Statement Analysis and Reporting, Prasanth Athma, Himalaya Publishing House.
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**+ 3 THIRD YEAR FIFTH SEMESTER**  
**DSE - 2 (A)**  
**FINANCIAL STATEMENT ANALYSIS & REPORTING**

Time: 3 Hours

End Semester Theory : 80 Marks

Credit : 6

Mid Semester : 20 Marks

**Objectives:** *To enable the students to understand the basic knowledge about the financial statement analysis and reporting for economic decision making,*

**Unit-1 : Introduction Concepts of financial statements** -Nature of financial statements - Objectives of financial statements - Different types of financial statements: income statement, balance sheet, statement of retained earnings, fund flow statement, cash flow statement, schedules -Limitations of financial statements.

**Unit-2 : Analysis & Interpretation of Financial Statements:** Traditional Approaches Vs. Modern Approaches to financial statement analysis - Classification of financial statement analysis: based on modus operandi and based on materials used - Techniques of financial statement analysis: Comparative Statements, Common-size Statements, Trend Ratios and Ratio Analysis - Problems encountered in financial statement analysis.

**Unit-3 : Ratio Analysis:** Classification of ratios - Ratio formation - Ratio interpretation - Practical methods of ratio analysis: Time Series (intra firm) Analysis, Cross Sectional (inter firm) Analysis, Residual Analysis and Multivariate Analysis.

**Unit-4 : Multivariate Ratio Analysis:** Concept, objectives, uses and limitations - Univariate analysis Vs. Multivariate ratio analysis - Application of statistical tools in financial statement analysis.

**Unit-5 : Corporate Reporting:** Cash Flow statement Analysis (AS 3) and Statutory and Non Statutory Reports, Integrated Reporting

**Learning Outcome:** *After the completion of this paper, the students will be able to prepare the end result of a business houses by preparation through financial statement analysis and reporting.*

**Suggested Readings:**

1. Foster, G.: Financial Statement Analysis, Englewood Cliffs, NJ, Prentice Hall.
2. Sahaf M.A - Management Accounting- Principles & Practice - Vikash Publication
3. Foulke, R.A.: Practical Financial Statement Analysis, New York, McGraw-Hill.
4. Hendriksen, E.S.: Accounting Theory, New Delhi, Khosla Publishing House.
5. Kaveri, V.S.: Financial Ratios as Predictors of Borrowers' Health, New Delhi, Sultan Chand.
6. Lev, B.: Financial Statement Analysis - A New Approach, Englewood Cliffs, NJ, Prentice Hall.
7. Maheswari, S.N.: Management Accounting & Financial Control, New Delhi, Sultan Chand.
8. Myer, J.N.: Financial Statement Analysis, NJ, Prentice Hall. 8. Porwal, L.S.: Accounting Theory An Introduction, New Delhi, Tata-McGraw-Hill
9. Merchant banking and Financial Services, Gordon, Natrajan, Himalaya Publishing House.



**+ 3 THIRD YEAR FIFTH SEMESTER**  
**DSE - 2 (B)**  
**MERCHANT BANKING AND FINANCIAL SERVICES**

**Time: 3 Hours**

**End Semester Theory : 80 Marks**

**Credit : 6**

**Mid Semester : 20 Marks**

**Objectives:** *To enable the students to understand the basic knowledge about the financial services available in India.*

**Unit-1 : Merchant Banking :** Nature and scope of Merchant Banking - Regulation of Merchant Banking Activity - overview of current Indian Merchant Banking scene - structure of Merchant Banking industry - primary Markets in India and Abroad - professional Ethics and code of conduct - current Development

**Unit-2 : Financial Services :** Meaning and Definition, Role of Financial Services in a financial system. Leasing: Meaning and features. Introduction to equipment leasing: Types of Leases, Evolution of Indian Leasing Industry. Legal Aspects of Leasing: present Legislative Framework. Hire purchase: concept and characteristics of Hire purchase. Difference between hire purchase and leasing

**Unit-3 : Factoring:** concept, nature and scope of Factoring - Forms of Factoring - Factoring vis-a-vis Bills Discounting - Factoring vis-a-vis credit Insurance Factoring vis-a-vis Forfeiting-Evaluation of a Factor - Evaluation of Factoring - Factoring in India current Developments.

**Unit-4 : Securitization / Mortgages:** Meaning, nature and scope of securitization, securitization as a Funding Mechanism, securitization of Residential Real Estate - whole Loans - Mortgages - Graduated-payment. Depository: Meaning, Evolution, Merits and Demerits of Depository. Process of Dematerialization and Dematerialization, Brief description of NSDL and CDSL

**Unit-5 : Security Brokerage:** Meaning of Brokerage, types of brokers. Difference between broker and jobber, SEBI Regulations relating to brokerage business in India.

**Learning Outcome;** *After the completion of this course, the student will be able to understand the structure and function of mercantile banking and various financial services available in the present business world.*

**Suggested Readings:**

1. M.Y.Khan, Financial Services, Tata McGraw-Hill, 11 th Edition, 2008
  2. Gopal C.R - Management Financial Service - S.Chand
  3. NaliniPravaTripathy, Financial Services, PHI Learning, 2008
  4. Machiraju, Indian Financial System, Vikas Publishing House, 2nd Edition, 2002.
  5. J.C.Verma, A Manual of Merchant Banking, Bharath Publishing House, New Delhi.
  6. Varshney P.N. & Mittal D.K., Indian Financial System, Sultan Chand & Sons, New Delhi.
  7. Sasidharan, Financial Services and System, Tata Mcgraw Hill, New Delhi, 1st Edition, 2008.
  8. Website of SEBI
  9. Financial Institutions and Services, Gordon, Natrajan, Himalaya Publishing House.
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**+ 3 THIRD YEAR FIFTH SEMESTER**  
**DSE - 2 (C)**  
**FINANCIAL INSTITUTIONS AND SERVICES**

Time: 3 Hours

End Semester Theory : 80 Marks

Credit : 6

Mid Semester : 20 Marks

**Objectives: To enable the students to understand the financial institutions operating in India and services provided by them.**

**Unit-1 : Basic Theoretical Framework:** The financial system and its technology; The factors affecting the stability of the financial system; Development finance vs. universal banking; Financial intermediaries and Financial Innovation; RBI-Central Banking.

**Unit-2 : Financial Institutions:** A brief historical perspective. An update on the performance of IDBI, ICICI, IFCI and SFCs, LIC & GIC. The banking Institutions: Commercial banks - the public and the private sectors - structure and comparative performance. The problems of competition; interest rates, spreads, and NPAs. Bank capital - adequacy norms and capital market support.

**Unit-3 : Non-banking financial institutions:** Evolution, control by RBI and SEBI. A perspective on future role, Unit Trust of India and Mutual Funds, Reserve bank of India Framework for/Regulation of Bank Credit . Commercial paper: Features and advantages, Framework of Indian CP Market, effective cost/ interest yield.

**Unit-4 : Financial services:** Asset/fund based Financial services - lease finance, consumer credit and hire purchase finance, factoring definition, functions, advantages, evaluation and forfeiting, bills discounting, housing finance, venture capital financing. Fee-based / Advisory services: Stock broking, credit rating.

**Unit-5 : Operations:** Financial Assets/ Instruments Rights issues, issue of Debentures, issue of Equity shares • pre-issue activity, post-issue activities. The regulatory framework: SEBI and Regulation of Primary and Secondary Markets, Company Law provisions.

**Learning Outcome: After completion of this paper, the students will be able to understand the role and benefits of financial institution and services.**

**Book References**

1. M.Y.Khan, Financial Services, Tata McGraw-Hill, New Delhi, 2004.
2. Harsh V.Verma, Marketing of Services, Global Business Press, 2002
3. Sames L .Heskett, Managing In the Service Economy, Harvard Business School Press, Boston, 2001.
4. M.Y.Khan, Indian Financial System, 4/eTataMcGraw-Hill, New Delhi, 2004
5. Frank. J.Fabozzi& Franco Modigliani, Foundations of Financial Markets and Institutions, 3/e, Pearson Education Asia, 2002.
6. H.R Machiraju, Indian Financial Systems, Vikas Publishing House Pvt. Ltd.2002.
7. Meir Kohn, Financial Institutions and Markets, Tata McGraw-Hill, New Delhi, 2003.
8. Pathak: Indian Financial Systems Pearson Education
9. NibasaiyaSapna - Indian Financial System - S. Chand

**+ 3 THIRD YEAR SIXTH SEMESTER**  
**Core Course - 13**  
**AUDITING AND CORPORATE GOVERNANCE**

**Time: 3 Hours**

**End Semester Theory : 80 Marks**

**Credit : 6**

**Mid Semester : 20 Marks**

**Objective: To provide knowledge of auditing principles, procedures and techniques in accordance with current legal requirements and professional standards and to give an overview of the principles of Corporate Governance and Corporate Social Responsibility**

**Unit-1 : Auditing** : Introduction, Meaning, Objects, Basic Principles and Techniques; Classification of Audit, Audit Planning, Internal Control - Internal Check and Internal Audit; Audit Procedure -Vouching and verification of Assets & Liabilities

**Unit-2 : Audit of Limited Companies** : Company Auditor- Qualifications and disqualifications, Appointment, Rotation, Removal, Remuneration, Rights and Duties Auditor's Report-Contents and Types. Liabilities of Statutory Auditors under the Companies Act 2013

**Unit-3 : Special Areas of Audit** : Special features of Cost audit, Tax audit, and Management audit; Recent Trends in Auditing: Basic considerations of audit in EDP Environment; Standard on Auditing(SA); Relevant Case Studies/Problems;

**Unit-4 : Corporate Governance** : Conceptual framework of Corporate Governance, Corporate Governance Reforms. Major Corporate Scandals in India and Abroad: Common Governance Problems Noticed in various Corporate Failures. Codes & Standards on Corporate Governance

**Unit-5 : Corporate Social Responsibility (CSR)**: Strategic Planning and Corporate Social Responsibility; Corporate Philanthropy, Meaning of CSR, CSR and CR, CSR and Corporate Sustainability, CSR and Business Ethics, CSR and Corporate Governance, Environmental Aspect of CSR, CSR provision under the Companies Act 2013, CSR Committees

**Learning Outcome: At the end of the paper student will have detail knowledge about principles and techniques of audit in accordance with current legal requirement and as per the guidelines of different statutory authorities.**

**Suggested Readings:**

1. Gupta, Kamal and Ashok Arora. *Fundamentals of Auditing*. Tata Mc-Graw Hill Publishing Co. Ltd., New Delhi.
2. Gadada Siddheswar T & Rachchh Gunvantrai - Introduction to Auditing - Vikash
3. Jha, Aruna. *Auditing*. Taxmann.
4. Tandon, B. N., S. Sudharsanam and S. Sundharabahu. *A Handbook of Practical Auditing*. S. Chand and Co. Ltd., New Delhi.
5. Ghatalia, S.V. *Practical Auditing*. Allied Publishers Private Ltd., New Delhi.
6. Singh, A. K. and Gupta Lovleen. *Auditing Theory and Practice*, Galgotia Publishing Company.
7. Alvin Arens and James Loebbecke, *Auditing: an Integrated Approach*
7. Ravinder Kumar and Virender Sharma, *Auditing Principles and Practice*, PHI Learning Christine A Mallin, *Corporate Governance (Indian Edition)*, Oxford University Press, New Delhi.
8. Bob Tricker, *Corporate Governance-Principles, Policies, and Practice* (Indian Edition), Oxford University Press, New Delhi.
9. The Companies Act 2013 (Relevant Sections)
10. MC Kuchhal *Corporate Laws*, Shri Mahaveer Book Depot. (Publishers). (Relevant Chapters)
11. Relevant Publications of ICAI on *Auditing* (CARO).
12. Khanka - Business Ethics & Corporate Governance - Vikash Publication
13. Corporate Tax Laws, Swain, Dash, Himalaya Publishing House.

**+ 3 THIRD YEAR SIXTH SEMESTER**  
**Core Course - 14**  
**INDIRECT TAX LAW**

**Time: 3 Hours**

**End Semester Theory : 80 Marks**

**Credit : 6**

**Mid Semester : 20 Marks**

**GOODS AND SERVICES TAX**

**OBJECTIVE :**

1. The objective is to equip students with the principles and provisions of Goods and Services Tax (GST), which is, implemented from 2017 under the notion of One Nation, One Tax and One Market,
2. To acquaint students with basic provisions of GST Law and basic working knowledge.

**Unit 1: INTRODUCTION TO GOODS AND SERVICES TAX (GST)**

**08 Mrs**

Constitutional provisions regarding taxation in India, Pre-GST indirect taxation regime in India -comparison of Pre-GST and Post-GST regime - Objectives and basic scheme of GST, Meaning -Salient features of GST - Subsuming of taxes - Benefits of implementing GST - Constitutional amendments - Structure of GST (Dual Model) - Central GST - State / Union Territory GST -Integrated GST.

**Unit 2: GST ACTS: (Structure & Terminology)**

**8 Mrs**

Salient features of CGST Act, 5GST Act (Odisha State), IGST Act - Meaning and Definition of various terms used under GST. (Coverage- Provisions and Illustration)

**Unit 3: PROCEDURE AND LEVY UNDER GST**

**20 Hrs**

Persons liable for registration, Persons not liable for registration, Types: Compulsory registration, Voluntary registration, Deemed registration - Procedure for registration, Special provisions for Casual taxable persons and Non-resident taxable persons.

**Procedure relating to Levy: (CGST & SGST):** Scope of supply, Tax liability on Mixed and Composite supply, Time of supply of goods and services, Value of taxable supply. Computation of taxable value and tax liability.

**Procedure relating to Levy: (IGST):** Inter-state supply, intra-state supply, Zero rates supply, Value of taxable supply - Computation of taxable value and tax liability.

**Input tax Credit:** Eligibility, Apportionment, Inputs on capital goods, Distribution of credit by Input Service Distributor (ISO) - Transfer of Input tax credit - Simple Problems on utilization of input tax credit. (Coverage- Provisions and Illustration)

**Unit 4: FORMATES & DOCUMENTS FOR FILLING RETURNS**

**10 Hrs**

HSN, SAC, Debit Note, Credit Note, Vouchers, Invoice, Furnishing details of outward supplies and inward supplies, First return, Claim of input tax credit, Matching reversal and reclaim of input tax credit, Annual return and Final return. Problems on Assessment of tax and tax liability. (Coverage- Provisions and Illustration)

**Unit 5: GST Council AND GSTN**

**06 Hrs**

GST Council: Structure, Powers and Functions. Provisions for amendments - GST Network: Structure, Vision and Mission, Powers and Functions. Goods and Service Tax Suvidha Providers (GSP): Concept, Framework, Guidelines and architecture to integrate with GST system. GSP Eco System. (Theory only)

**Suggested Reading :**

Text Book on GST & .....by Mishra, Padhi, Bers, Published J K Das Publishing House.  
 GST Manual - Taxmon Publication.

**+ 3 THIRD YEAR SIXTH SEMESTER**  
**DSE - 3 (A)**  
**CORPORATE TAX PLANNING**

**Time: 3 Hours**

**End Semester Theory : 80 Marks**

**Credit : 6**

**Mid Semester : 20 Marks**

**Objective: To provide Basic knowledge of corporate tax planning and its impact on decision-making.**

**Contents :**

**Unit-1 :** Tax planning, tax management, tax evasion, tax avoidance, corporate tax in India, Types of companies, Residential status of companies and tax incidence, Tax liability and minimum alternate tax, Tax on distributed profits

**Unit-2 :** Tax planning with reference to setting up of a new business; Locational aspect, nature of business, form of organization; Tax planning with reference to financial management decision; Capital structure, dividend including deemed dividend and bonus shares; Tax planning with reference to sale of scientific research assets

**Unit-3 :** Tax planning with reference to specific management decisions; Make or buy; own or lease; repair or replace; Tax planning with reference to employees' remuneration; Tax planning with reference to receipt of insurance compensation; Tax planning with reference to distribution of assets at the time of liquidation.

**Unit-4 :** Special provisions relating to non-residents; double taxation relief; Provisions regulating transfer pricing; Advance rulings; Advance pricing agreement

**Unit-5 :** Tax planning with reference to business restructuring: - Amalgamation, Demerger, Slump sale, Conversion of sole proprietary concern/partnership firm into company, Conversion of company into LLP, Transfer of assets between holding and subsidiary companies.

**Learning outcome: After learning the subject, the students will be able to understand the taxation of the corporate house.**

**Suggested Readings:**

1. Singhanian, Viriod K. and Monica Singhanian. *Corporate Tax Planning*. Taxmann Publications Pvt. Ltd., New Delhi,
  2. Ahuja, Girish. and Ravi Gupta. *Corporate Tax Planning and Management*. Bharat Law House, Delhi.
  3. Acharya, Shuklendra and M.G. Gurha. *Tax Planning under Direct Taxes*. Modern Law Publication, Allahabad.
  4. Mittal, D.P. *Law of Transfer Pricing*. Taxmann Publications Pvt. Ltd., New Delhi.
  5. IAS-12 and AS-22.
  6. T.P. Ghosh. *IFRSs*. Taxmann Publications Pvt. Ltd. New Delhi.
  7. Financial Markets and Operations, Gordon, Natrajan, Himalaya Publishing House.
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**+ 3 THIRD YEAR SIXTH SEMESTER**  
**DSE- 3 (B)**  
**FUNDAMENTALS OF INVESTMENT**

**Time: 3 Hours**

**Credit : 6**

**End Semester Theory : 80 Marks**

**Mid Semester : 20 Marks**

**Objective:** To familiarize the students with different investment alternatives, introduce them to the framework of their analysis and valuation and highlight the role of investor protection.

**Contents**

**Unit-I : The Investment Environment** - The investment decision process, Types of Investments - Commodities, Real Estate and Financial Assets, the Indian securities market, the market participants and trading of securities, security market indices, sources of financial information, Concept of return and risk, Impact of Taxes and Inflation on return.

**Unit-II : Fixed Income Securities** - Bond features, types of bonds, estimating bond yields, Bond Valuation types of bond risks, default risk and credit rating.

**Unit-III : Approaches to Equity Analysis:** Introductions to Fundamental Analysis, Technical Analysis and Efficient Market Hypothesis, dividend capitalization models, and price-earnings multiple approach to equity valuation.

**Unit-IV : Portfolio Analysis and Financial Derivatives:** (a) Portfolio and Diversification, Portfolio Risk and Return, (b) Mutual Funds, (c) Introduction to Financial Derivatives, Financial Derivatives Markets in India.

**Unit-V : Investor Protection** - Role of SEBI and stock exchanges in investor protection; Investor grievances and their redressal system, insider trading, investors' awareness and activism.

**Learning outcome:** *After completion of this paper, this paper will educate the students about various aspect of investment in detail along with understandability of stock market operation, focusing on need for common investor protection.*

**Suggested Readings :**

1. Bhalla - Fundamentals of Investment - S.Chand
2. Pandian P. - Security Analysis & Portfolio Management - Vikash Publication
3. Jones, C.P., *"Investments Analysis and Management"*, Wiley, 8<sup>th</sup>ed.
4. Prasanna, Chandra., *"Investment Analysis and Portfolio Management"*, Tata McGraw Hill.
5. Rustogi, R.P., *Fundamentals of Investment*, Sultan Chand & Sons, New Delhi.
6. Vohra, N.D., and B.R: Bagri, *"Futures and Options "*, McGraw Hill Publishing
7. Mayo, *An Introduction to Investment*, Cengage Learning.

**+ 3 THIRD YEAR SIXTH SEMESTER**  
**DSE- 3 (C)**  
**FINANCIAL MARKET OPERATIONS**

**Time: 3 Hours**

**End Semester Theory : 80 Marks**

**Credit : 6**

**Mid Semester : 20 Marks**

**Objective :** This course aims at acquainting the students with the working of Financial Markets in India.

**Unit-1 : An overview of financial markets in India:** Money Markets: Indian money markets composition and structure; (a) Acceptance houses, (b) Discount houses, and (c) Call money markets; Recent trends in India money markets.

**Unit-2 : Capital Market:** Security market - (a) New issue market, (b) Secondary market: Functions and role of stock exchange: listing procedure and legal requirements: Public Issue - pricing and marketing: Stock exchanges - National Stock Exchange and over-the-counter exchanges.

**Unit-3 : Securities Contract and Regulations Act:** Main provisions. Investors Protections: Grievances concerning stock exchange dealing and their removal: Grievances cells in stock exchanges: SEBI: Company Law Board: Press: Remedy through courts.

**Unit-4 : Functionaries on Stock Exchanges:** Brokers, Sub brokers, market makers, jobbers, and NRIS.

**Unit-5 : Financial Services:** Concept, functions, and types. Financial Services: Meaning and Definition, Role of Financial Services in a financial system. Leasing: Meaning and features. Introduction to equipment leasing: Types of Leases, Evolution of Indian Leasing Industry. Legal Aspects of Leasing: present Legislative Framework. Hire purchase: concept and characteristics of Hire purchase. Difference between hire purchase and leasing, SEBI guidelines: Credit rating

**Learning Outcome: After completion of this paper, the student will be able to understand the nature and role of the main financial markets within the domestic and global environment.**

**Suggested Readings:**

1. Chandler M. V. and Goldfeld S. M: Economics of Money and Banking: Harper and Row, New York.
2. Vaish M.C - Monetary Theory - Vikash Publication
3. Gupta Suraj B: Monetary Economics: S. Chand and Co., New Delhi
4. Gupta Suraj B: Monetary Planning in India: Oxford, Delhi.
5. Bhole I. M.: financial Markets and Instructional: Tata McGraw Hill, New Delhi.

**+ 3 THIRD YEAR SIXTH SEMESTER**  
**DSE- 4**  
**BUSINESS RESEARCH METHODS AND PROJECT WORK**

Credit : 6

**Objective:** *This course aims at providing the general understanding of business research and the methods of business research. The course will impart learning about how to collect, analyze, present and interpret data.*

**Section A: Business Research Methods**

**50 Marks**

**Unit-1 : Introduction:** Meaning of research; Scope of Business Research; Purpose of Research -Exploration, Description. Explanation; Unit of Analysis - Individual, Organization, Groups, and Data Series; Conception, Construct, Attributes, Variables, and Hypotheses.

**Unit-2 : Research Process:** An Overview; Problem Identification and Definition; Selection of Basic Research Methods- Field Study, Laboratory Study, Survey Method, Observational Method Existing Data Based Research, Longitudinal Studies, Panel Studies

**Unit-3 : Measurement:** Definition; Designing and writing items; Uni-dimensional and Multi-dimensional scales; Measurement Scales- Nominal, Ordinal, Interval, Ratio; Ratings and Ranking Scale, Thurstone, Likert and Semantic Differential scaling, Paired Comparison; Sampling -Steps, Types, Sample Size Decision; Secondary data sources

**Hypothesis Testing:** Tests concerning means and proportions; ANOVA, Chi-square test and other Non-parametric tests; Testing the assumptions of Classical Normal Linear Regression. .

**Section B - Project Report**

**Marks 50**

**Unit-4 : Report Preparation:** Meaning, types and layout of research report; Steps in report writing; Citations, Bibliography and Annexure in report; JEL Classification

**Note:**

1. There shall be a written examination of 50% Marks on the basis of Unit I to III.
2. The student will write a project report under the supervision of a faculty member assigned by the college/institution based on field work. The Project Report carries 50% Marks and will be evaluated by University appointed examiners.

**Learning Outcome:** *After completion of this paper, the students will be able to assess and apply a range of research method on a practical project.*

**Suggested Readings:**

1. Chawla Deepak - Research Methodology - Vikash Publication
2. Upagade & Shende - Research Methodology - S.Chand
3. Business Research Methods And Project Works, Preeti Majhi, Himalaya Publishing House.

