

**RAJEEV GANDHI GOVERNMENT POST GRADUATE  
COLLEGE**

**AMBIKAPUR, SURGUJA, (C.G.)**



**LEARNING OUTCOMES BASED (C.B.C.S.) CURRICULUM  
FRAMEWORK AND CREDIT SYSTEM**

**FOR**

**FOUR YEAR UNDERGRADUATE PROGRAMME IN  
COMMERCE**

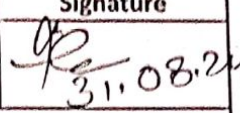
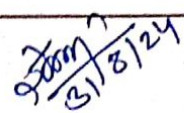

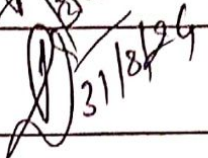
**According to**

**(National Education Policy 2020)**

**SEMESTER SYSTEM**

**SESSION 2024-2028**

### Quorum of Board of studies of Commerce

S.N.	Name	Designation/Institution	Designation	Signature
1	Dr. A.K. Gour	Head of Department of Commerce Rajeev Gandhi Govt, P.G. College, Ambikapur	Chair Person	 31.08.24
<b>Members from Department</b>				
1	Dr. Shampu Tirkey	Assistant Professor Rajeev Gandhi Govt, P.G. College, Ambikapur	Member	 31/8/24
2	Mr. Ashutosh Kaushik	Assistant Professor Rajeev Gandhi Govt, P.G. College, Ambikapur	Member	 31.8.24
3	Mrs. Rashmit Kour	Assistant Professor Rajeev Gandhi Govt, P.G. College, Ambikapur	Member	 31/8/24
<b>Members Nominated by Acedemic Council</b>				
1	Dr. C. B. P. Sharma	Assistant Professor Govt. College, Barpali, Distt. Korba (C.G.) Mob. 98271 83833	Member	Online Participated
2	Dr. Pankaj Jaiswal	Professor Kesharwani College, Jabalpur, (M.P.) Mob. 98261 68801	Member	Online Participated
<b>Meritorious Student Nominated by Principal</b>				
1	Mr. Sandeep Kumar Gupta	Deputy Manager (Finance), S.E.C.L. Bhatgaon Area G.M. Office Bhatgaon Region, Ambikapur (C.G.) Mob. 93996 93646	Member	Online Participated







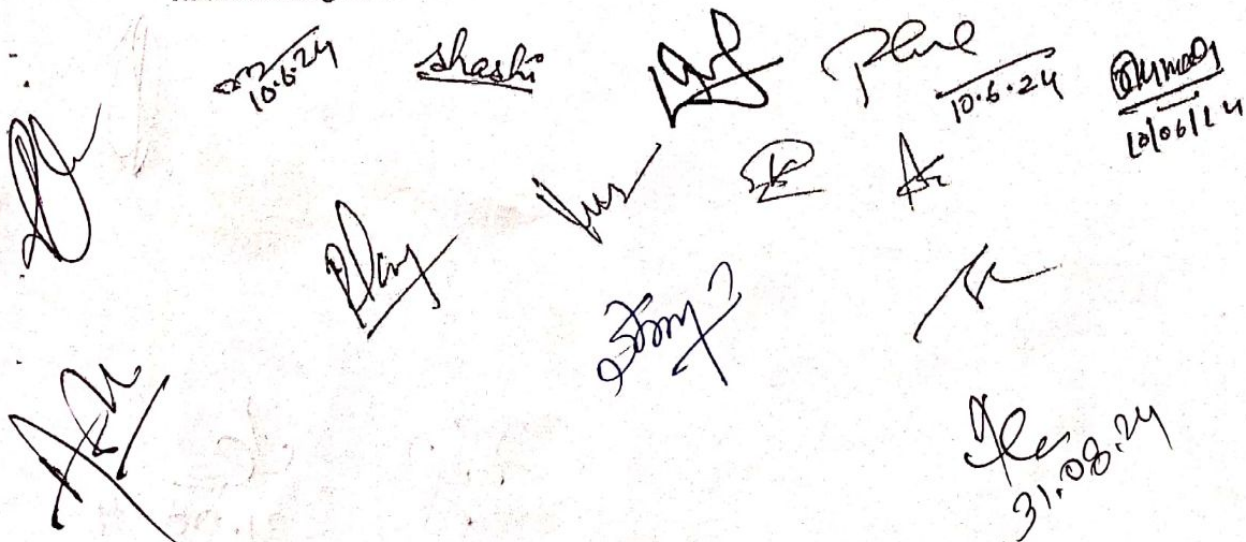
# Bachelor of Commerce

## Programme Outcome

Upon completion of B.Com. Degree Programme, the graduates will be able to:

PO-01	The students will be able to acquire in-depth and contemporary knowledge in the field of business studies, commerce and management.
PO-02	The program will develop an aptitude and attitude of working effectively and efficiently in modern business environment.
PO-03	Understand the conceptual knowledge of accounting and acquire skills of maintaining accounts.
PO-04	Acquire entrepreneurial, legal and managerial skills.
PO-05	Identify the avenues of marketing and banking both traditional and modern.
PO-06	Develop the skills and techniques of communication to be successful in business and personal life.
PO-07	Improve competency to make eligible and employable in the job market.
PO-08	Recognize different value systems and ethics, understand the moral dimensions and accept responsibility.
PO-09	Students will develop research skills to comprehend, analyse, reflect and critically evaluate information gathered from primary and secondary sources.
PO-10	The program will equip students with relevant technological and analytical skills to be career ready and globally competitive.
PO-11	The program will build a strong foundation for pursuing higher studies and professional courses.
PO-12	The program will sensitize students towards sustainable development and environmental concerns.

Name and Signature of Convener & Members (CBOS) :





# Bachelor of Commerce

## Programme Specific Outcome (PSO)

PSO-01	Apply different concepts in starting and managing business and realize the social responsibilities, social realities and inculcate an essential value system.
PSO-02	Prepare financial statements of business using accounting principles, concepts, conventions and provisions.
PSO-03	Develop necessary professional knowledge and skills in finance and taxation.
PSO-04	Implement traditional and modern strategies and practices of costing, banking, economics, marketing, management, auditing and taxation
PSO-05	Practice different techniques of communication and apply it in business and Profession.
PSO-06	Use mathematical and statistical tools in academics, business and research.
PSO-07	Develop competency in students to make them employable in the global market.
PSO-08	Develop the skills of students to equip themselves as successful entrepreneurs.
PSO-09	Use analytical and reflective thinking techniques to identify and analyze problems, develop viable alternatives, and make effective decisions.
PSO-10	Foster Analytical and critical thinking abilities for data-based decision making.

Name and Signature of Convener & Members (CBoS) :

*[Handwritten signatures of Convener and Members (CBoS)]*



**STRUCTURE OF FOR FOUR YEAR UNDERGRADUATE  
PROGRAMMES (FYUGP)-2024-28**

**FACULTY OF COMMERCE**

Semester	Category & Paper Code	Subjects/Paper Titles	L	T	P	Credits	Max. Marks
<b>FIRST</b>	COSC-01	Fundamental of Accounting	3	1	-	4	100
	COSC-02	Business Law	3	1	-	4	100
	COSC-03	Business Economics	3	1	-	4	100
	COGE-01	(Choose any one from Pool in Other Faculty as per rule)	3	1	-	4	100
	COAEC-01	Environmental Studies	1	1	-	2	50
	COVAC-01	Concept of Business OR (Choose any one from Pool Group)	1	1	-	2	50
<b>TOTAL CREDIT &amp; TOTAL MARKS</b>						<b>20</b>	<b>500</b>
<b>SECOND</b>	COSC-04	Business Accounting	3	1	-	4	100
	COSC-05	Business Mathematics	3	1	-	4	100
	COSC-06	Business Environment	3	1	-	4	100
	COGE-02	(Choose any one from Pool in Other Faculty as per rule)	3	1	-	4	100
	COAEC-02	English Language	1	1	-	2	50
	COSEC-01	Accounting For Every One OR (Choose any one from Pool Group)	1	1	-	2	50
<b>TOTAL CREDIT &amp; TOTAL MARKS</b>						<b>20</b>	<b>500</b>
<i>Students on exit shall be awarded undergraduate Certificate in the Field of Multidisciplinary study after securing the requisite 44 Credits in Sem. I &amp; II (Extra 4 Credits of Voc/Skill Course have to be earned from any ODL platform)</i>						<b>40</b>	<b>1000</b>
<b>THIRD</b>	COSC-07	Corporate Accounting	3	1	-	4	100
	COSC-08	Company Law	3	1	-	4	100
	COSC-09	Principles of Management	3	1	-	4	100
	COSE-01	Gr.-I-Management - Human Resource Management Gr.-II-Finance - Financial Management Gr.-III-Marketing- Marketing Management (One-COSE -Choose any one Gr. from Own Pool as per rule) OR (One-GE-03-Choose any one from Pool in Other Faculty as per rule)	3	1	-	4	100
	COAEC-03	Hindi Language	1	1	-	2	50
	COVAC-02	Fundamentals of Stock Market OR (Choose any one from Pool Group)	1	1	-	2	50
<b>TOTAL CREDIT &amp; TOTAL MARKS</b>						<b>20</b>	<b>500</b>
<b>FOURTH</b>	COSC-10	Business Statistics	3	1	-	4	100
	COSC-11	Cost Accounting	3	1	-	4	100
	COSC-12	Fundamentals of Entrepreneurship	3	1	-	4	100
	COSE-02	Gr.-I-Management - Business Organisation Gr.-II-Finance - Financial Market Operations Gr.-III-Marketing- International Marketing (One-COSE -Choose any one Gr. from Own Pool as per rule) OR (One-GE-04-Choose any one from Pool in Other Faculty as per rule)	3	1	-	4	100
	COGE-04	(One-GE-04-Choose any one from Pool in Other Faculty as per rule)					

[Signatures: Ash, Poo, Shash, etc.]
   
 [Dates: 10/06/24, 10/06/24]



	COAEC-03	Communicative English/Other	1	1	-	2	50
	COSEC-02	Banking Operation OR (Choose any one from Pool Group)	1	1	-	2	50
	<b>TOTAL CREDIT &amp; TOTAL MARKS</b>					<b>20</b>	<b>500</b>
	<i>Students on exit shall be awarded undergraduate Diploma in the Field of Multidisciplinary study after securing the requisite 84 Credits on completion of Semester IV (extra 4 Credits of Voc/skill course have to be earned from any ODL platforms)</i>					<b>80</b>	<b>2000</b>
<b>FIFTH</b>	COSC-13	Income Tax Law & Accounts	3	1	-	4	100
	COSC-14	Auditing	3	1	-	4	100
	COSC-15	Management Accounting	3	1	-	4	100
	COSE-03	Gr.-I-Management - Production Management	3	1	-	4	100
	<b>OR</b>	Gr.-II-Finance - Financial Institution & Market					
	COGE-05	Gr.-III-Marketing- Sales Management (One-COSE -Choose any one Gr. from Own Pool as per rule) <b>OR</b> (One-GE-05-Choose any one from Pool in Other Faculty as per rule)					
	COVAC-03	Investing in Stock Markets OR (Choose any one from Pool Group)	1	1	-	2	50
	COSEC-03	i. Communication & Documentation in Business OR ii. E-Filing of Returns OR (Choose any one from Pool Group)	1	1	-	2	50
	<b>TOTAL CREDIT &amp; TOTAL MARKS</b>					<b>20</b>	<b>500</b>
<b>SIXTH</b>	COSC-16	Indirect Tax with GST	3	1	-	4	100
	COSC-17	Managerial Economics	3	1	-	4	100
	COSC-18	Principle & Practice of Insurance	3	1	-	4	100
	COSE-04	Gr.-I-Management - Strategic Management	3	1	-	4	100
	<b>OR</b>	Gr.-II-Finance - Financial Service					
	COGE-06	Gr.-III-Marketing- Advertising & Sales Promotion (One-COSE -Choose any one Gr. from Own Pool as per rule) <b>OR</b> (One-GE-06-Choose any one from Pool in Other Faculty as per rule)					
	<b>INTERNSHIP</b>	(2 C) Compulsory for all	1	1	-	2	50
	COSEC-04	i. Logistics Management OR ii. Computerized Accounting <b>OR</b> (Choose any one from Pool Group)	1	1	-	2	50
	<b>TOTAL CREDIT &amp; TOTAL MARKS</b>					<b>20</b>	<b>500</b>
	<b>Students on exit shall be awarded Bachelor degree of in (Field of Multidisciplinary Study) after VI Semester</b>					<b>120</b>	<b>3000</b>
	<b>For Award of Bachelor degree with Honors (Students securing less than 7.5 CGPA)</b>						
<b>SEVENTH</b>	COSC-19	Advanced Accounting	3	1	-	4	100
		Gr.-I Management					
	COSE-05	Organisational Behaviour	3	1	-	4	100
	COSE-06	Human Resource Development	3	1	-	4	100
	COSE-07	Retail Management	3	1	-	4	100
	COSE-08	Operational Management	3	1	-	4	100



		<b>Gr.-II Finance</b>							
	COSE-05	Financial Analysis	3	1	-	4	100		
	COSE-06	Indian Financial System	3	1	-	4	100		
	COSE-07	Security Analysis & Portfolio Management	3	1	-	4	100		
	COSE-08	Cost & Management Audit	3	1	-	4	100		
		<b>Gr.-III Marketing</b>							
	COSE-05	Service Marketing	3	1	-	4	100		
	COSE-06	Rural & Agriculture Marketing	3	1	-	4	100		
	COSE-07	Consumer Behaviour	3	1	-	4	100		
	COSE-08	Digital Marketing	3	1	-	4	100		
		(Choose 4- DSE( 5 to 8 )From any One Group from Own 4x4=16)				4	100		
	<b>TOTAL CREDIT &amp; TOTAL MARKS</b>						<b>20</b>	<b>500</b>	
<b>EIGHTH</b>	COSC-20	Statistical Analysis	3	1	-	4	100		
		<b>Gr.-I Management</b>							
	COSE-09	Business Research Method	3	1	-	4	100		
	COSE-10	Management of Public Enterprises	3	1	-	4	100		
	COSE-11	Material Management	3	1	-	4	100		
	COSE-12	Industrial Relation	3	1	-	4	100		
		<b>Gr.-II Finance</b>							
	COSE-09	Investment Management <i>Corporate Finance Analysis, RESEARCH</i>	3	1	-	4	100		
	COSE-10	Business Finance <i>Techniques</i>	3	1	-	4	100		
	COSE-11	Project Planning & Analysis	3	1	-	4	100		
	COSE-12	Corporate Legal Framework	3	1	-	4	100		
		<b>Gr.-III Marketing</b>							
	COSE-09	Marketing Research	3	1	-	4	100		
	COSE-10	International Business	3	1	-	4	100		
	COSE-11	Product and Brand Management	3	1	-	4	100		
	COSE-12	E-Commerce	3	1	-	4	100		
			(Choose 4- DSE (9 to 12)From any One Group from Own faculty 4x4=16)				4	100	
		<b>TOTAL CREDIT &amp; TOTAL MARKS</b>						<b>20</b>	<b>500</b>
	<b>GRAND TOTAL CREDITS(I to VIII)</b>						<b>160</b>	<b>4000</b>	
<b>For Award of Bachelor Degree with Honors &amp; Research (Students Securing 7.5 CGPA)</b>									
<b>SEVENTH</b>	COSC-19	Advanced Accounting	3	1	-	4	100		
		<b>Gr.-I Management</b>							
	COSE-05	Organisational Behaviour	3	1	-	4	100		
	COSE-06	Human Resource Development	3	1	-	4	100		
	COSE-07	Retail Management	3	1	-	4	100		
		<b>Gr.-II Finance</b>							
	COSE-05	Financial Analysis	3	1	-	4	100		
	COSE-06	Indian Financial System	3	1	-	4	100		
	COSE-07	Security Analysis & Portfolio Management	3	1	-	4	100		
		<b>Gr.-III Marketing</b>							
	COSE-05	Service Marketing	3	1	-	4	100		
	COSE-06	Rural & Agriculture Marketing	3	1	-	4	100		
	COSE-07	Consumer Behaviour	3	1	-	4	100		
			(Choose 3- DSE( 5 to 7 ) From any One Group from Own faculty 4x3=12)				4	100	
	DS	Research Methodology (4c) (Compulsory Paper for all)	3	1	-	4	20		
		<b>TOTAL CREDIT &amp; TOTAL MARKS</b>						<b>20</b>	<b>500</b>



EIGHTH	COSC-20	Statistical Analysis	3	1	-	4	100	
		Gr.-I Management						
	COSE-08	Business Research Method	3	1	-	4	100	
	COSE-09	Management of Public Enterprises	3	1	-	4	100	
	COSE-10	Material Management	3	1	-	4	100	
		Gr.-II Finance						
	COSE-08	Investment Management & Research Techniques	3	1	-	4	100	
	COSE-09	Business Finance	3	1	-	4	100	
	COSE-10	Project Planning & Analysis	3	1	-	4	100	
		Gr.-III Marketing						
	COSE-08	Marketing Research	3	1	-	4	100	
	COSE-09	International Business	3	1	-	4	100	
	COSE-10	Product and Brand Management	3	1	-	4	100	
		(Choose 3- DSE (8 to 10) From any One Group from Own faculty 4x3=12 c)	-	-		-		
		+ Research Work (Dissertation) (4+4 Credit)				8	200	
	<b>TOTAL CREDIT &amp; TOTAL MARKS</b>						<b>24</b>	<b>600</b>
	<b>GRAND TOTAL CREDIT (I TO VIII)</b>						<b>164</b>	<b>4100</b>

Awarded Bachelor of (In the Field of Multidisciplinary Study) (Honors (160 C) or Honors with Academic Research (164 C)) after securing the requisite Credits on Completion of Semester VIII

Name and Signature of Convener & Members (CBoS) :

10/15/24  
 Pruo  
 AE Shashi  
 Duma  
 10/06/24  
 Je



● वाणिज्य संकाय एवं प्रबन्ध संकाय:

निम्न समूह में से कोई एक कोर्स (जिसका अध्यापन उक्त महाविद्यालय में होता हो) का चयन जेनेरिक इलेक्टिव कोर्स (GE) के रूप में किया जाना है -

Sl.	Course Code	Course Title	Course conducted by
1	BOGE-01	Elementary Botany	Department of Botany
2	BTGE-01	Cell Biology & Biochemistry	Department of Biotechnology
3	CAGE-01	Computer Fundamental & MS Office	Dept. of Computer
4	CAGE-01	Operating System	Application
5	CHGE-01	Fundamental Chemistry-I	Department of Chemistry
6	CSGE-01	Computer Fundamental & Operating System	Dept. of Computer Science
7	DSGE-01	Conflict and Media	Dept. of Military Science
8	FOGE-01	Introduction to Forest and Forestry	Department of Forestry
9	GEGE-01	Fundamentals of Geology	Department of Geology
10	ICGE-01	Industrial Technology, Metallurgy & Surface Chemistry	Department of Chemistry
11	BCGE-01	Introductory Biochemistry & Biomolecular	Department of Chemistry
12	ITGE-01	Fundamentals IT and MS-Office	Department of I.T.
13	MAGE-01	Elementary Calculus	Department of Mathematics
14	MBGE-01	Introductory Microbiology & Microbial Techniques	Department of Microbiology
15	PHGE-01	Mechanics	Department of Physics
16	STGE-01	Descriptive Statistics	Department of Statistics
17	ZOGE-01	Life on Earth & Unique Attribute of Animal Kingdom	Department of Zoology
18	AHGE-01	History of India (Starting to 2 <sup>nd</sup> Century BC)	Department of History
19	ANGE-01	Introduction to Biological Anthropology	Department of Anthropology
20	DAGE-01	Introduction of Kathak and History of Dance	Department of Dance
21	DBGE-01	Introduction of Bharatnatyam and History of Dance	Department of Dance
22	DPGE-01	Fundamental of Art	Department of Painting
23	ECGE-01	Basics of Economics	Department of Economics
24	ENGE-01	Introduction to the Study of English Literature	Department of English
25	FSGE-01	Introduction of Sculpture	Department of Fine Art
26	GOGE-01	Fundamental of Physical Geography	Department of Geography
27	HNGE-01	हिन्दी साहित्य का इतिहास	Department of Hindi
28	IHGE-01	Ancient Indian History (From beginning to Satvahan Dynasty)	Department of History
29	HSGE-01	Basic Nutrition	Department of Home Science
30	HSGE-01*	Introduction to Textile	Department of Home Science
31	MUGE-01	Introduction to Indian Music	Department of Music
32	PSGE-01	Introduction to Political Theory	Department of Political Science
33	PYGE-01	Introduction to Indian Philosophy	Department of Philosophy
34	PSGE-01*	Introduction to Psychology	Department of Psychology
35	PAGE-01	Introduction to Public Administration	Department of Public Administration
36	SNGE-01	शास्त्र, व्याकरण और भाषा कौशल	Department of Sanskrit
37	SOGE-01	Introduction to Sociology	Department of Sociology

➤ महाविद्यालय में उपलब्ध विषयों के आधार पर ही प्रवेशित विद्यार्थियों द्वारा जेनेरिक इलेक्टिव कोर्स (GE) का चयन किया जाना सुनिश्चित करें तथा प्रवेशित विद्यार्थियों की संख्या के दृष्टिगत GE वितरण पर ध्यान रखें ताकि कक्षाओं में विद्यार्थी भार औसतन कायम हो सके।

➤ समस्त जेनेरिक इलेक्टिव कोर्स (GE-01) का अध्यापन कार्य सम्बन्धित विषय के DSC-01के साथ होगी। अर्थात् जेनेरिक इलेक्टिव कोर्स (GE) के विद्यार्थी सम्बन्धित विषय के DSC-01 के कक्षाओं में ही उपस्थित होकर अध्ययन करेंगे। जेनेरिक इलेक्टिव कोर्स (GE) के लिए पृथक से कक्षा संचालित नहीं की जावेगी।

❖ \*कोर्स कोड में संशोधन किया जाना सुनिश्चित करें। कोर्स कोड HSGE-01\*(Home Science of Art Faculty) को HOG-01 एवं कोर्स कोड PSGE-01\*(Subject - Psychology) को PCGE-01 के रूप में संशोधित किया जाना है।



**FOUR YEAR UNDERGRADUATE PROGRAMMES (FYUGP)  
FACULTY OF COMMERCE**

**Session 2024-28**

Semester	I sem	II sem	III sem	IV sem	V sem	VI sem
Course	01. Fundamental of Accounting 02. Business Law 03. Business Economics	04. Business Accounting 05. Business Mathematics 06. Business Environment	07. Corporate Accounting 08. Company Law 09. Principles of Management	10. Business Statistics 11. Cost Accounting 12. Fundamentals of Entrepreneurship	13. Income Tax Law & Accounts 14. Auditing 15. Management Accounting	16. Indirect Tax with G.S.T. 17. Managerial Economics 18. Principle & Practice of Insurance
COSC						
Gr. I-Management	X	X	01. Human Resource Management 02. Business Organisation	02. Business Organisation	03. Production Management	04. Strategic Management
Gr. II-Finance	X	X	01. Financial Management 02. International Marketing	02. Financial Market Operations 03. Financial Institution & Market	03. Financial Institution & Market 04. Financial Service	04. Advertising & Sales Promotion
Gr. III-Marketing	X	X	01. Marketing Management	02. International Marketing	03. Sales Management	04. Advertising & Sales Promotion
COGE (Choose any one group) or COGE	01. Choose any one from Pool in Other Faculty as per rule. X	02. Choose any one from Pool in Other Faculty as per rule. X	03. Choose any one from Pool in Other Faculty as per rule. X	04. Choose any one from Pool in Other Faculty as per rule. X	05. Choose any one from Pool in Other Faculty as per rule. X	06. Choose any one from Pool in Other Faculty as per rule. Compulsory for all
INTERNSHIP						
COAEC	01. Environmental Studies	02. English Language	03, Hindi Language	04. Communicative English/Other		X
COVAC	01. Concept of Business or (Choose any one from Pool Group)	X	02. Fundamentals of Stock Markets or (Choose any one from Pool Group)	X	03. Investing in Stock Markets or (Choose any one from Pool Group)	X
COSEC	X	01. Accounting for Every One or (Choose any one from Pool Group)	X	02. Banking Operation or (Choose any one from Pool Group)	03. (i) Communication & Documentation in Business (ii) E-Filing of Returns or (Choose any one from Pool Group)	04. (i) Logistics Management (ii) Computerized Accounting or (Choose any one from Pool Group)

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Degree Semester Course	Bachelor Degree with Honors			Bachelor Degree with Honors & Research		
	VII sem	VIII sem	VII sem	VIII sem	VII sem	VIII sem
COSE (Choose any one group)	Gr. I-Management	19. Advanced Accounting	20. Statistical Analysis	19. Advanced Accounting	20. Statistical Analysis	09. Business Research Method
		05. Organisational Behaviour	09. Business Research Method	05. Organisational Behaviour	06. Human Resource Development	10. Management & Public Enterprises
		06. Human Resource Development	10. Management & Public Enterprises	07. Retail Management	11. Material Management	11. Material Management
		07. Retail Management	11. Material Management	08. Operational Management	12. Industrial Relation	X
	Gr. II-Finance	05. Financial Analysis	09. Financial Research & Techniques	05. Financial Analysis	09. Financial Research & Techniques	10. Business Finance
		06. Indian Financial System	10. Business Finance	06. Indian Financial System	07. Security Analysis & Portfolio Management	11. Project Planning & Analysis
		07. Security Analysis & Portfolio Management	11. Project Planning & Analysis	08. Cost & Management Audit	12. Corporate Legal Framework	X
		08. Cost & Management Audit	12. Corporate Legal Framework	05. Service Marketing	09. Marketing Research	09. Marketing Research
	Gr. III-Marketing	06. Rural & Agricultural Marketing	10. International Business	06. Rural & Agricultural Marketing	07. Consumer Behaviour	11. Product and Brand Management
		07. Consumer Behaviour	11. Product and Brand Management	08. Digital Marketing	12. E-Commerce	X
		08. Digital Marketing	12. E-Commerce	X	Research Methodology	Research Work (Dissertation)
		X	Research Methodology	Research Work (Dissertation)		



FOUR YEAR UNDERGRADUATE  
PROGRAM (FYUGP)

2024-28

CURRICULUM

SEMESTER-I

FACULTY OF COMMERCE

*[Handwritten signatures and dates]*  
20/06/24  
10/06/24

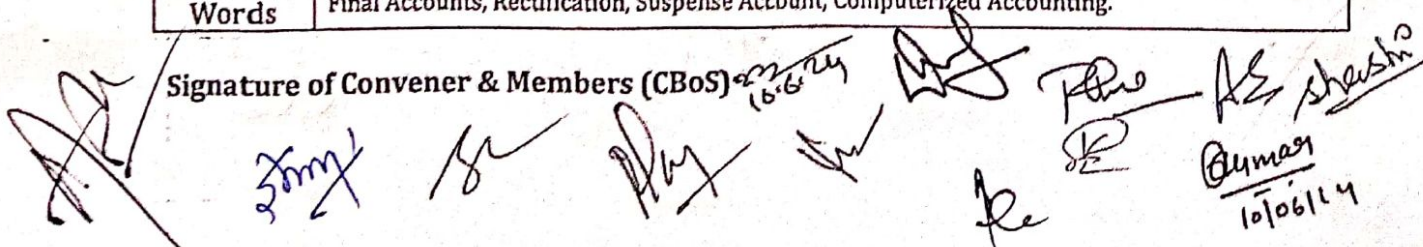


# FOUR YEAR UNDERGRADUATE PROGRAM- 2024-28

## FACULTY OF COMMERCE COURSE CURRICULUM

<b>PART-A : Introduction</b>			
Program : Bachelor in Commerce (Certificate/Diploma/Degree /Honors)	Semester- I	Session : 2024-25	
1	Course Code	COSC-01	
2	Course Title	Fundamental of Accounting	
3	Course Type	Discipline Specific Core Course( COSC )	
4	Pre-requisite (if any)	As per program	
5	Course Learning Outcomes (CLO)	<ul style="list-style-type: none"> <li>Explain the process and methods of financial decision making.</li> <li>Identify appropriate financial theory and techniques to solve various corporate financial problems.</li> <li>Identify fundamental concepts of generally accepted accounting principles and can also Identify challenges of accounting</li> <li>Classify capital and revenue concept, understand basic principles, concepts and conventions of financial accounting</li> <li>Construct final accounts of firm and apply various aspects of computerised accounting system.</li> </ul>	
6	Credit Value	4 Credits	Credit= 15 Hours-learning & Observation
7	Total Marks	Max. Marks :100	Minimum Passing Marks :40
<b>PART - B : Content of the Course</b>			
Total No. of Teaching-learning Periods ( 01 Hr. per period)-60 periods (60 Hours )			
Unit	Topics (Course Contents)	No. of Period	
I	<b>Accounting: An Introduction:</b> Development, Definition, Needs, Objectives, Branches of Accounting, Basic Accounting Principles Concept and Conventions. Accounting standard: National & International. Brief History & Contribution of Father of the accountancy profession in India : Shree K.S. Aiyer (1859-1940)	15	
II	<b>Accounting Transaction:</b> Concept of Single and Double entry system, Books of original Records, journal, ledger, Sub division of Journal cash book (including GST Transaction) and Trial balance. Depreciation accounting; methods of recording depreciation. Depreciation of different assets.	15	
III	<b>Final Accounts:</b> Manufacturing Accounts, Trading Accounts, Profit Loss Account, Balance Sheet, Adjustment Entries with various provision and reserves. Rectifications of Errors: Classification of errors, location of errors, Suspense account, Effect on profit.	15	
IV	<b>Computerized Accounting System-</b> Theoretical application, Practical Application (using any popular accounting software); Creation of Vouchers; recording transactions; preparing reports, cash book, bank book, ledger accounts, Trial balance, Profit and loss account, Balance Sheet. Selecting and shutting a Company, Backup and Restore data of a Company.	15	
Key Words	Accounting, National, International, Contribution, Double Entry System, Journal, Depreciation, Final Accounts, Rectification, Suspense Account, Computerized Accounting.		

Signature of Convener & Members (CBOS)





**PART-C: Learning Resource****Text Books, Reference Books and Others****Text Books Recommended:-**

1. Shukla S.M.; Financial Accounting ; Sahitya Bhawan Publication ; Agra. (Hindi & English Medium)
2. Karim & Khanuja; Financial Accounting; SBPD Publishing House; Agra. (Hindi & English Medium)
3. Agrawal & Mangal; Financial Accounting Universal Publication (Hindi Medium)

Note: Learners are advised to use latest edition of text books.

**Reference Books:**

1. Gupta, R.L. and Radhaswamy. M; Financial Accounting Sultan Chand and Sons , New Delhi.
2. Monga J.R. Ahuja Girish and Sehgal Ashok: Financial Accounting ; Mayur Paper Back, Noida.
3. Shukla M.C. Grewal T.S. and Gupta , S.C. ; Advanced Accounts; S. Chand & Co. New Delhi.
4. Singh B.K. Financial Accounting ; Wisdom Publishing House, Varanasi.

**On line Resources : \* e-Resources/e-books and e-learning portals:**

- <https://indianaccounting.org/econtentbookfinance>  
<https://onlinecourses.swayam2.ac.in/nou24cm02/>  
<https://youtu.be/v-djL7SPw4c?si=qRKdBVZ2lob99EV>  
<https://onlinecourses.swayam2.ac.in/aic20sp60/preview>  
<https://youtu.be/v-djL7SPw4c?si=qRKdBVZ2lob99>

**PART -D: Assessment and Evaluation**

**Suggested Continuous Evaluation Methods: Maximum Marks:100 Marks**

**Continuous Internal Assessment (CIA) : 30 Marks**

**End Semester Exam. (ESE) : 70 Marks**

Continuous Internal Assessment(CIA) : (By Course Teacher)	Internal Test/Quiz-(2) : 20 & 20	Highest Marks out of the Two Test/Quiz + obtained marks in Assignment shall be considered against 30 Marks
	(Assignment/Seminar): 10	
	Total Marks - 30	

End Semester Exam.(ESE):	Two Section :- A & B Section A: Q.1-Objective-10x1=10Marks; Q.2-Short Answer type- 5x4= 20 Marks Section B : Descriptive answer type qts. 1 out of 2 from each unit-4x10=40 Marks
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**Name and Signature of Convener & Members of (CBoS) :**

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# FOUR YEAR UNDERGRADUATE PROGRAM-2024-28

## FACULTY OF COMMERCE COURSE CURRICULUM

PART-A : Introduction			
Program : Bachelor in Commerce (Certificate/Diploma/Degree/Honors)		Semester- I	Session : 2024-25
1	Course Code	COSC-02	
2	Course Title	Business Law	
3	Course Type	Discipline Specific Core Course (COSC)	
4	Pre-requisite (if any)	As per program	
5	Course Learning Outcomes (CLO)	<ul style="list-style-type: none"> <li>• Demonstrate the basic concepts terms &amp; provisions of business law.</li> <li>• Classify various types of contract and illustrate the related case studies.</li> <li>• Interpret the regulation governing the Contract of Sale of Goods.</li> <li>• Discuss the laws governing partnership and legal consequences of the transactions and other actions in relation with the partnership, and examine contractual obligations and provisions governing limited liability partnership.</li> <li>• Explain the significant provisions of the Negotiable Instrument Act and provisions of the Consumer Protection Act to protect the interest of the consumers.</li> </ul>	
6	Credit Value	4 Credits	Credit= 15 Hours-learning & Observation
7	Total Marks 100	Max. Marks : 100	Minimum Passing Marks : 40
PART - B: Content of the Course			
Total No. of Teaching-learning Periods ( 01 Hr. per period)-60 Periods(60 Hours)			
Unit	Topics (Course Contents)		No. of Period
I	Law of contract (1872): Nature of contract classification; offer and acceptance, Capacity of parties to contract, free consent, considerations, Agreement declared void, Performance of Contract, and Discharge of Contract, Remedy for Breach of Contract.		15
II	Special contracts: Indemnity & Guarantee, Bailment and pledge; Law of Agency- Meaning, Modes of creating Agency, Types of Agents, Personal Liability of an Agent and Termination of Agency.		15
III	Sale of Goods Act (1930): Definition, Sale & Agreement to sale, Types of Goods, Conditions & Warranties, Sale by Non-owners, Unpaid Seller, CIF, FOB and Ex-Ship Contracts. <b>The Consumer Protection Act 2019</b>		15
IV	Negotiable Instrument Act 1881: Negotiable Instrument Act (1881) Definition of Negotiable instrument; Feature; promissory note; Bill of exchange cheque; Holder and holder in the due course; crossing of a cheque, types of crossing; Negotiation; dishonor and discharge of negotiable instrument, <b>Limited Liabilities Partnership Act 2008.</b>		15
Key Words	Law of Contract, Special Contract, Sale of Goods Act, Consumer Protection Act, Negotiable Instrument Act, Limited Liabilities Partnership Act.		

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**Signature of Convener & Members (CBoS):**

**PART-C: Learning Resources**

**Text Books, Reference Books and Others**

**Text Books Recommended:-**

1. Shukla & Sahaya, Sahitya Bhawan Publication, Agra (Hindi Medium)
2. Prof. R.C. Agrawal, SBPD Publication, Agra (Hindi Medium)
3. Dr. O.P. Gupta, SBPD Publication, Agra (English Medium)
4. Dr. G.K. Varshney: Business Law; Sahitya Bhawan Publication Agra (English Medium)
5. Dr. B.K. Singh & Dr. A. Tiwari, Business Regulatory Framework, SBPD Publications (Hindi Medium)
6. R.L. Naulakha, Business Law, Ramesh Book Depo, Jaipur (Hindi Medium)
7. Dr. Arun Kumar Gangele, Business Regulatory Framework, Ramprasad & Sons, (Hindi Medium)

**Note: Learners are advised to use latest edition of text books.**

**Reference Books:**

1. Kuchal M.C. Business Law: Vikas publishing house, Delhi. (Hindi & English Medium)
2. Kapoor N.D.: Business Law; Sultan Chand & Sons, New Delhi. (English Medium)
3. Chandha P.R.: Business Law; Galgotia New Delhi. (English Medium)

**On line Resources : \* e-Resources/e-books and e-learning portals:**

- [https://onlinecourses.swayam2.ac.in/nou24\\_cm11/preview](https://onlinecourses.swayam2.ac.in/nou24_cm11/preview)  
<https://www.toppr.com/guides/business-law/>  
<https://www.youtube.com/watch?v=BZshald0lUo>  
<https://www.youtube.com/watch?v=HrF9D2V8lXk>  
<https://www.youtube.com/watch?v=ol2BXgF-P48>

**PART-D: Assessment and Evaluation**

**Suggested Continuous Evaluation Methods: Maximum Marks 100 Marks**

**Continuous Internal Assessment (CIA) : 30 Marks**

**End Semester Exam. (ESE) : 70 Marks**

Continuous Internal Assessment (CIA) : (By Course Teacher)	Internal Test/Quiz-(2) : 20 & 20 (Assignment/Seminar)- 10 Total Marks - 30	Better Marks out of the Two Test/Quiz + obtained marks in Assignment shall be considered against 30 Marks
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**End Semester Exam. (ESE):**  
 Two Section :- A & B  
 Section A: Q.1. Objective 10x1=10 Marks; Q.2. Short Answer type-5x4=20 Marks  
 Section B : Descriptive answer type qts., 1 out of 2 from each unit-4x10=40 Marks

**Name and Signature of Convener & Members of (CBoS) :**

*(Handwritten signatures and names of Convener & Members of CBoS)*



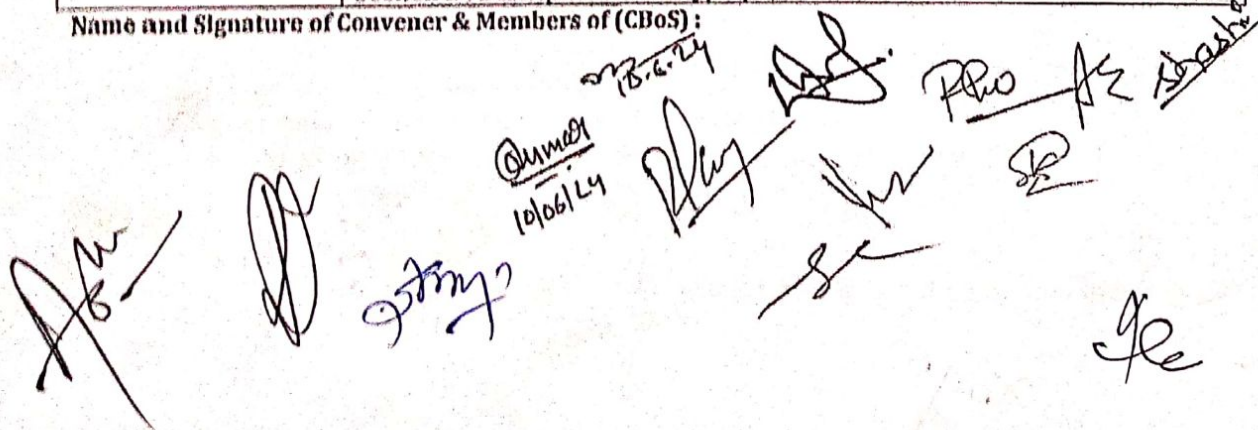




**Signature of Convener & Members (CBoS):**

<b>PART- C: Learning Resources</b>		
<b>Text Books, Reference Books and Others</b>		
<b>Text Books Recommended:-</b>		
1. Dr. V.C. Saha; SBPD Publishing House, Agra. (Hindi English and Hindi Medium)		
2. Dr. Jai Prakash Mishra, Sahitya Bhawan Publication, Agra. (Hindi and English Medium)		
3. M. L. Jhingan, Vrinda publication, Delhi. (English and Hindi medium)		
4. Dr. J. K. Jain, Madhya Pradesh Hindi Granth Academy; Bhopal. (Hindi medium)		
Note: Learners are advised to use latest edition of text books.		
<b>Reference Books:</b>		
1. Ahuja, H. I. New Delhi; Sultan Chand Publishing House, Delhi		
2. Koutsoyannis, A. London; Palgrave Macmillan.		
3. Chaturvedi, D. D., & Gupta, S. L. International Book House Pvt. Ltd., New Delhi;		
4. Kennedy, M. J., Himalaya Publishing House. Mumbai;		
<b>On line Resources : * e-Resources/e-books and e-learning portals:</b>		
1. <a href="http://onlinecourses.awayam2.ac.in/mb24_mg06/preview">http://onlinecourses.awayam2.ac.in/mb24_mg06/preview</a>		
2. <a href="https://www.businesseconomics.in/">https://www.businesseconomics.in/</a>		
3. <a href="https://www.wallstreetmojo.com/business-economics/">https://www.wallstreetmojo.com/business-economics/</a>		
4. <a href="https://www.youtube.com/playlist?list=PLG10_Xv-BGlrAqOr-hU0e-N_Nz0UpgI-">https://www.youtube.com/playlist?list=PLG10_Xv-BGlrAqOr-hU0e-N_Nz0UpgI-</a>		
5. <a href="https://www.youtube.com/watch?v=9ka19P-KeNo">https://www.youtube.com/watch?v=9ka19P-KeNo</a>		
6. study material of ICAI: <a href="http://www.icai.org">www.icai.org</a> .		
7. <a href="https://www.icsi.edu/media/website/Business%20Economic">https://www.icsi.edu/media/website/Business%20Economic</a>		
8. <a href="https://www.businesseconomics.com/">https://www.businesseconomics.com/</a>		
<b>PART-D: Assessment and Evaluation</b>		
<b>Suggested Continuous Evaluation Methods: Maximum Marks: 100 Marks</b>		
<b>Continuous Internal Assessment (CIA) :</b>		<b>30 Marks</b>
<b>End Semester Exam. (ESE) :</b>		<b>70 Marks</b>
Continuous Internal Assessment(CIA) : (By Course Teacher)	Internal Test/Quiz-(2) : 20 & 20 Assignment/Seminar: 10 Total Marks- 30	Better Marks out of the Two Test/Quiz + obtained marks in Assignment shall be considered against 30 Marks
End Semester Exam.(ESE):	Two Section :- A & B Section A : Q.1-Objective 10x1=10Marks; Q.2.Short answer type-5x4=20Marks Section B : Descriptive answer type qts., 1 out of 2 from each unit-4x10=40 Marks	

Name and Signature of Convener & Members of (CBoS) :


  
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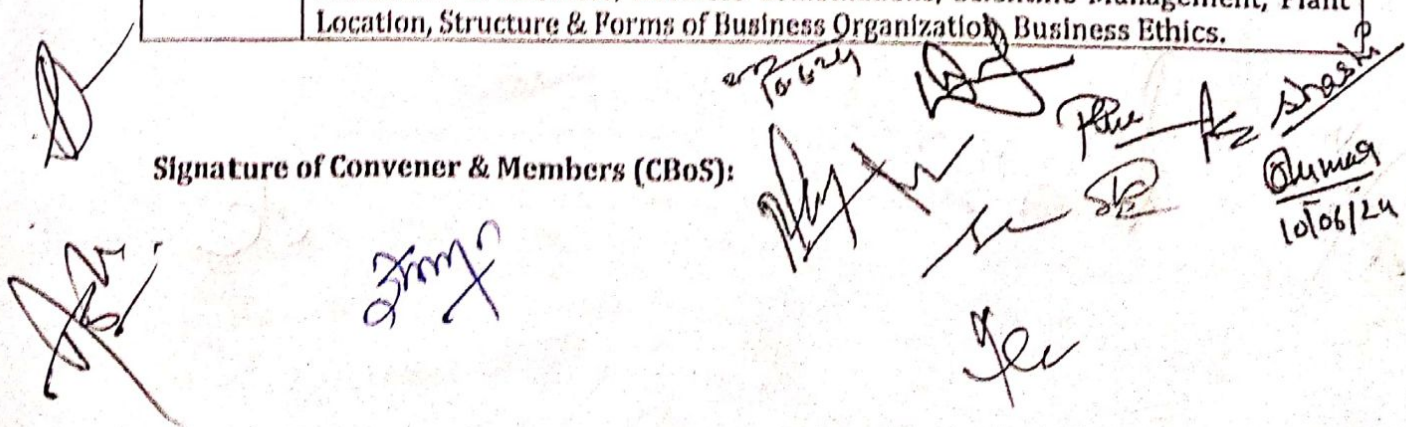


# FOUR YEAR UNDERGRADUATE PROGRAM- 2024-28

## FACULTY OF COMMERCE COURSE CURRICULUM

<b>PART-A : Introduction</b>		
<b>Program</b> Bachelor In Commerce (Certificate/Diploma/Degree /Honors)	<b>Semester- I</b>	<b>Session: 2024-25</b>
1	<b>Course Code</b>	COVAC-01
2	<b>Course Title</b>	Concept of Business
3	<b>Course Type</b>	Value Added Course (COVAC)
4	<b>Pre-requisite (If any)</b>	As per program
5	<b>Course Learning Outcomes (CLO)</b>	<ul style="list-style-type: none"> <li>Analyze business operations and scale, evaluating size and scope effectively.</li> <li>Demonstrate an understanding of business promotion strategies and growth mechanisms.</li> <li>Identify various business structures and comprehend their implications.</li> <li>Develop awareness of social responsibility, ethical principles, and their significance in business practices.</li> </ul>
6	<b>Credit Value</b>	2 Credits      Credit- 15 Hours-learning & Observation
7	<b>Total Marks</b>	Max. Marks : 50      Minimum Passing Marks : 20
<b>PART - B: Content of the Course</b>		
Total No. of Teaching-learning Periods ( 01 Hr. Per Period) 30 Period (30 Hours)		
Unit	Topics (Course Contents)	No. of Period
I	Introduction to Business, Business Undertakings, Size of A Business Unit and Scale of Operations, Promotion of Business, Business Combinations, Scientific Management, Rationalization, Plant Location, Structure & Forms of Business Organization.	8
II	Business & environment, Approaches towards relationship of Business & environment, Components & types of Environments	7
III	Social Responsibility & Business Ethics, Rationale of concept & Scope of social responsibility, emerging concepts of Doctrine of Social Responsibility,	8
IV	Business Ethics: Basic assumptions, characteristics, Principles, need & Importance of Business Ethics, difference between business ethics & morality	7
Key Words	Business Undertakings, Size of a Business Unit and Scale of Operations, Promotion of Business, Business Combinations, Scientific Management, Plant Location, Structure & Forms of Business Organization, Business Ethics.	

Signature of Convener & Members (CBoS):


  
 10/06/24



## PART- C: Learning Resources

### Text Books, Reference Books and Others

#### Text Books Recommended:-

- S.A. Sherlekar, Modern Business Organization and Management (Himalaya Publishing)
- Y.K. Bhushan, Fundamental of Business Organization & Management - (S Chand Publishers)
- Basu, C.R., Business Organization and Management, Tata Mcgraw Hill, Publishing House, New Delhi,
- Chhabra, T. N. Business Organisation and Management. Sun India Publications. New Delhi.
- Vasishth, N., & Rajput N. Business Organisation & Management. Kitab Mahal. Delhi.

Note: Learners are advised to use latest edition of text books.

#### Reference Books:

- Redmond James, Robert Trager, media organization and management -, Biztantra, New Delhi
- Business Environment Text and Cases By F. Cherunilam (Himalaya Publication House)
- Kaul, V. K., Business Organisation Management. Pearson Education.

#### On line Resources : \* e-Resources/e-books and e-learning portals:

##### Online Resources:

<https://www.leanmethods.com/>

<https://sol.du.ac.in/library/>

<https://www.wto.org/>

##### MOOCs:

- 1) Designing the Organization: From Strategy to Organizational Structure (Course)
- 2) Understanding Modern Business & Organisations (FutureLearn)
- 3) Managing the Organization: From Organizational Design to Execution (Course)

## PART -D : Assessment and Evaluation

Suggested Continuous Evaluation Methods: Maximum Marks 50 Marks

Continuous Internal Assessment (CIA) : 15 Marks

End Semester Exam. (ESE) : 35 Marks

Continuous Internal Assessment:(CIA) (By Course Teacher)	Internal Test/Quiz-(2):	10 & 10	Better Marks out of the Two Test/Quiz+ obtained marks in Assignment shall be considered against 15 Marks
	Assignment/Seminar+Attendance:	05	
	Total Marks-	15	

End Semester Exam. (ESE):	Two Section :- A & B Section A : Q.1.Objective -5x1=05 Marks; Q.2 Short ans.type-5x2=10Marks. Section B : Descriptive answer type qts.,1out of 2 from each unit -4x5=20 Marks
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#### Name and Signature of Convener & Members of (CBoS) :

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10/6/24

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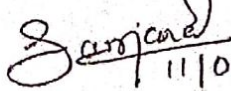
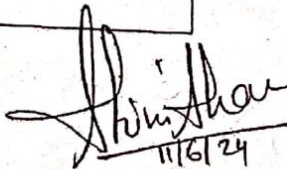
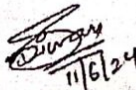
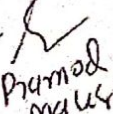
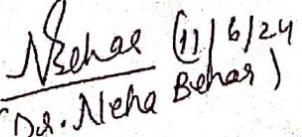
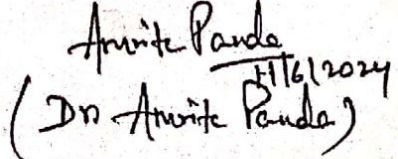


**FOUR YEAR UNDERGRADUATE PROGRAM (2024 – 28)**

**COURSE CURRICULUM**

PART A: INTRODUCTION			
Program: Certificate Course		Semester- I Sem	
		Session: 2024-25	
1	Course Code	AEC 01	
2	Course Title	Environmental Studies	
3	Course Type	Ability Enhancement Course (AEC)	
4	Prerequisite (If Any)	As per requirement	
5	Course Outcome (CO)	At the end of this course, students will be able to – CO 01: relate the basic concept of the environment CO 02: explain environmental alterations CO 03: develop skills in environmental measurement CO 04: examine correction measures of the environment	
6	Credit Value	02 C	01 Credit = 15 Hrs. Teaching-Learning
7	Total Marks	Max. Marks: 50	Minimum Pass marks: 20
PART: B CONTENT OF THE COURSE			
Total No. of Teaching-Learning Periods: 30Hours/ 30Periods			
UNIT	TOPIC (Course Contents)		No. of Hours
I	<b>Basic Composition:</b> 1. Abiotic and Biotic components of the environment 2. Biodiversity—Concept, types, and measures about its protection 3. Basic concept of Bio-Geo Chemical Cycle 4. Energy Flow in an ecosystem		07
II	<b>Alterations in Environment:</b> 1. Concept and components of the pond ecosystem 2. Air pollution and measures for its control 3. Water pollution and measures for its control 4. Global warming, Climate change, and possible measures		07
III	<b>Measurements of Environmental Components</b> 1. Soil composition and methods of its analysis 2. Water analysis methods for DO, BOD, COD 3. Water analysis methods for pH, TDS, Turbidity, Salinity, and Alkalinity 4. Information about environmental factors—PM-10, PM-2.5, NO <sub>2</sub> , O <sub>3</sub>		08
IV	<b>Application Measures</b> 1. Useful microbes to control water pollution 2. Useful microbes to control soil pollution 3. Concept of Biodegradation 4. Concept of Phytoremediation		08
Key Words	Ecosystem, Pollution, Climate Change, Biodegradation		

Name and Signature of Convener and Members of CBOS

  
 Dr. Ujjwalasuge  
  
 Dr. Anurag K. Kumbhar  
  
 Dr. Sanjana Bhagat  
  
 Dr. Shivani Shrivastava  
  
 Dr. Shubha  
  
 Dr. Pramod  
  
 Dr. Neha Behar  
  
 Dr. Anvita Panda



**PART-C: Learning Resources**

Text Books, Reference Books, and Others

Text Books Recommended -

1. Ecology and Environment, 8<sup>th</sup> Edition, P.D.Sharma, Rastogi Publication, Meerut.
2. Environmental Biology, 2<sup>nd</sup> Edition, P.D.Sharma, Rastogi Publication, Meerut.
3. Environmental Biology and Toxicology, 2<sup>nd</sup> Edition, P.D.Sharma, Rastogi Publication, Meerut.
4. Environmental Studies, 1<sup>st</sup> Edition, S.V.S.Rana, Rastogi Publication, Meerut.
5. Environmental Biotechnology, 1<sup>st</sup> Edition, S. V. S. Rana, Rastogi Publication, Meerut.

Online Resources-

➤ e-Resources / e-books and e-learning portals

Online Resources-

➤ e-Resources / e-books and e-learning portals

**PART -D: Assessment and Evaluation**

Suggested Continuous Evaluation Methods:

Maximum Marks: 50 Marks

Continuous Internal Assessment (CIA): 15 Marks

End Semester Exam (ESE): 35 Marks

Continuous Internal Assessment (CIA): (By Course Teacher)	Internal Test / Quiz-(2): 10 & 10	Better marks out of the two Test / Quiz + obtained marks in Assignment shall be considered against 15 Marks
	Assignment/Seminar +Attendance - 05 Total Marks - 15	

End Semester

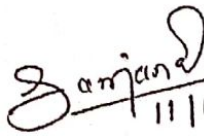
Exam (ESE):

Two sections - A &amp; B

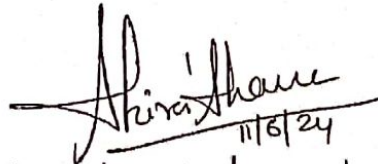
Section A: Q1. Objective - 05 x1 = 05 Mark; Q2. Short answer type- 5x2 =10 Marks

Section B: Descriptive answer type qts., 1 out of 2 from each unit- 4x05 =20 Marks

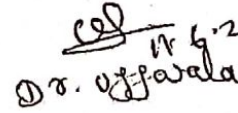
Name and Signature of Convener &amp; Members of CBoS:

  
11/06/24

(Dr. Sanjane Bhagat)

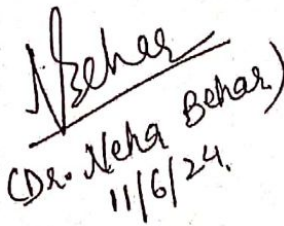
  
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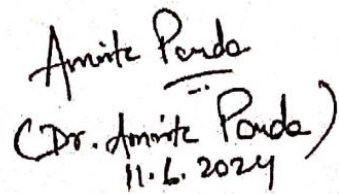
(Dr. Shivani Sharma)

  
11/6/24  
Dr. Vijayalaxmi

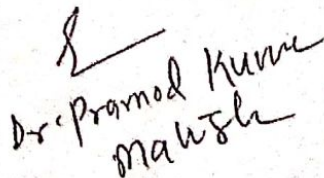
  
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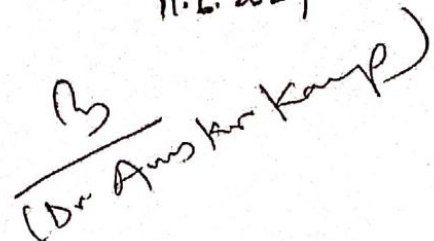
(Dr. Shubha Diwan)

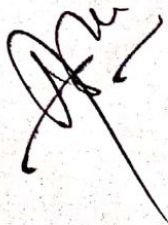
  
11/6/24  
Dr. Neha Behar

  
11.6.2024  
Dr. Amite Parda



  
Dr. Pramod Kumar Mahesh

  
Dr. Anurag Kaur









FOUR YEAR UNDERGRADUATE  
PROGRAM (FYUGP)

2024-28

CURRICULUM

SEMESTER-II

FACULTY OF COMMERCE

*[Handwritten signatures and dates]*

27/10/24  
Dhruv 10/10/24  
Raj  
Rishu  
Shashi  
R  
R  
R



# FOUR YEAR UNDERGRADUATE PROGRAM-2024-28

## FACULTY OF COMMERCE COURSE CURRICULUM

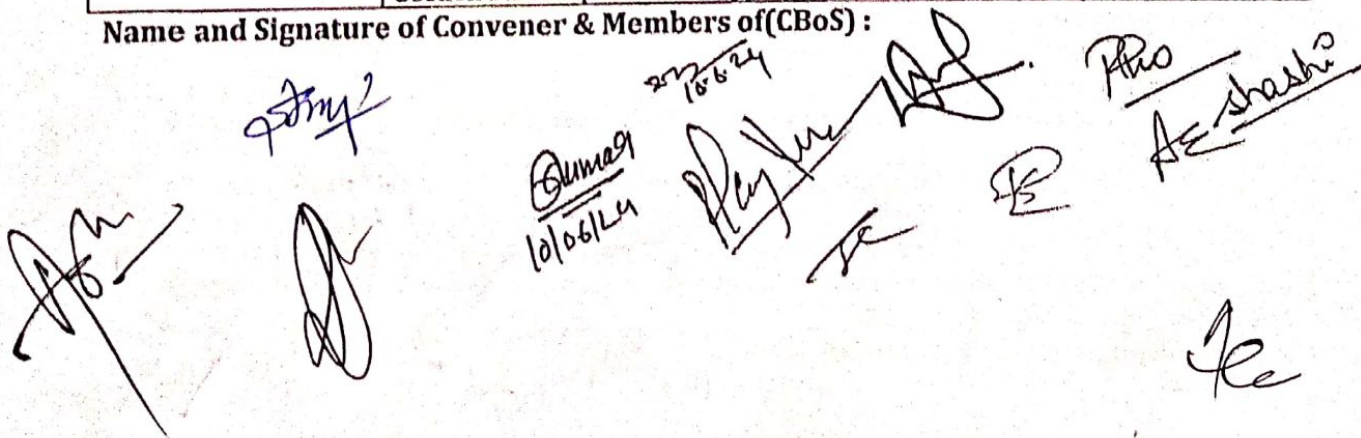
<b>PART-A : Introduction</b>			
<b>Program : Bachelor in Commerce (Certificate/Diploma/Degree/Honors)</b>	<b>Semester- II</b>	<b>Session : 2024-25</b>	
1	<b>Course Code</b>	COSC-04	
2	<b>Course Title</b>	Business Accounting	
3	<b>Course Type</b>	Discipline Specific Core Course (COSC)	
4	<b>Pre-requisite (if any)</b>	As per program	
5	<b>Course Learning Outcomes (CLO)</b>	<ul style="list-style-type: none"> <li>Understand concept of partnership and can prepare financial statements of partnership firm.</li> <li>Explain the accounting technique related to disposal of assets and payment of liabilities.</li> <li>Utilize various methods of accounting for hire purchase transactions.</li> <li>Identify main sources of Income and learn the technique of preparing Income and Expenditure account from Receipts and Payments account and also able to prepare Balance Sheet.</li> <li>Understand concept of branch accounting and prepare the accounts on the basis of different methods.</li> </ul>	
6	<b>Credit Value</b>	4 Credits	Credit- 15 Hours-learning & Observation
7	<b>Total Marks</b>	Max. Marks : 100	Minimum Passing Marks : 40
<b>PART- B: Content of the Course</b>			
Total No. of Teaching-learning Periods ( 01 Hr. per period) - 60 Period (60 Hours)			
Unit	Topics (Course Contents)	No. of Period	
I	<b>Accounting for Partnership Firm : Fundamental of Partnership Firm ,Partnership Deed, Final Accounts of a Firm, Admission of new partner, Retirement and Death of a partner,</b>	15	
II	<b>Dissolution of a partnership firm, Amalgamation of partnership Firms, Conversion of partnership firm into limited liability Company.</b>	15	
III	<b>Accounting for Hire-Purchase Transaction, Journal entries and ledger account in the books of Hire Venders and Hire purchase for large value items including Default and repossession. Accounting for Installment Purchase System.</b>	15	
IV	<b>Accounting for Non Trading Institutions: Accounting for Inland Branches: Concept of dependent and Independent branches, accounting aspects, debtor's system, stock and debtor's system, branch final accounts system and wholesale basis system. Preparation of consolidated profit and loss accounts and balance sheet with adjustments. Departmental Accounts.</b>	15	
<b>Key Words</b>	Partnership, Firm, Deed, Amalgamation, Limited Liability, Hire-Purchase, Installment Purchase, Non Trading Institutions, Departmental Accounts		



**Signature of Convener & Members (CBoS):**

<b>PART- C: Learning Resources</b>		
<b>Text Books, Reference Books and Others</b>		
<b>Text Books Recommended:-</b>		
<p>1.Shukla S.M., Sahitya Bhawan Publication ; Agra. (Hindi &amp; English Medium)                  2.Gupta, R.L. and Radhaswamy. M; Sultan Chand and Sons , New Delhi.                  3.Karim &amp; Khanuja; SBPD Publishing House; Agra.(Hindi &amp; English Medium)                  4.Agrawal &amp; Mangal; Universal Publication (Hindi Medium)</p>		
<b>Note: Learners are advised to use latest edition of text books.</b>		
<b>Reference Books:</b>		
<p>1.Monga J.R. Ahuja Girish and Sehgal Ashok: Mayur Paper Back, Noida.                  2.Shukla M.C. Grewal T.S. and Gupta , S.C. : S. Chand &amp; Co. New Delhi.(English Medium)                  3.Singh B.K. ,Wisdom Publishing House, Varanasi.</p>		
<b>On line Resources : * e-Resources/e-books and e-learning portals:</b>		
<p><a href="https://indianaccounting.org/econtent_book_finance">https://indianaccounting.org/econtent_book_finance</a>  <a href="https://onlinecourses.swayam2.ac.in/nou24_cm02/">https://onlinecourses.swayam2.ac.in/nou24_cm02/</a>  <a href="https://youtu.be/v-djL7SPw4c?si=qRK_dBVZ2lob99EV">https://youtu.be/v-djL7SPw4c?si=qRK_dBVZ2lob99EV</a>  <a href="https://onlinecourses.swayam2.ac.in/alc20_sp60/preview">https://onlinecourses.swayam2.ac.in/alc20_sp60/preview</a>  <a href="https://youtu.be/v-djL7SPw4c?si=qRK_dBVZ2lob99">https://youtu.be/v-djL7SPw4c?si=qRK_dBVZ2lob99</a></p>		
<b>PART-D: Assessment and Evaluation</b>		
<b>Suggested Continuous Evaluation Methods: Maximum Marks</b>		<b>100 Marks</b>
<b>Continuous Internal Assessment (CIA) :</b>		<b>30 Marks</b>
<b>End Semester Exam. (ESE) :</b>		<b>70 Marks</b>
Continuous Internal Assessment : (CIA) : (By Course Teacher)	Internal Test/Quiz -(2): 20 & 20 Assignment/Seminar- 10 Total Marks- 30	Better marks out of the two Test/Quiz+obtained marks in Assignment shall be considered against 30 Marks
End Semester Exam. (ESE):	Two Section :- A & B Section A: Q.1-Objective-10x1=10Marks; Q.2-ShortAnswer type-5x4 =20 Marks Section B: Descriptive answer type qts., 01 out of 02 from each unit-4x10=40Marks	

**Name and Signature of Convener & Members of (CBoS) :**




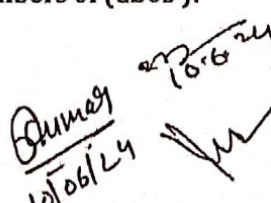

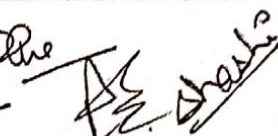






<b>PART- C: Learning Resources</b>		
<b>Text Books, Reference Books and Others</b>		
<b>Text Books Recommended:-</b>		
1. Dr.S.M.Shukla,&Dr.S.K.Jain,Sahitya Bhawan Publication,Agra (Hindi & English Medium)		
2.Dr. Karim & Agrawal, Business Mathematics SBPD Publishing house, Agra(Hindi & English Medium)		
3. Agrawal Dr. Mahesh, Business Mathematics Ramprasad and sons Bhopal		
<b>Note: Learners are advised to use latest edition of text books.</b>		
<b>Reference Books:</b>		
1.Magar Dr. Abhilasha, Business Mathematics Himalaya publication Mumbai		
2.Sancheti & Kapoor, Business Mathematics Sultan chand and sons New Delhi		
3.Sharma J.K., Business Mathematics IK International pvt. Ltd. New Delhi		
4.Kumar Mrityunjay, Business Mathematics S. Chand Publishing New Delhi		
<b>On line Resources : * e-Resources/e-books and e-learning portals:</b>		
<a href="https://onlinecourses.swayam2.ac.in/nou24_cm08/prevlew">https://onlinecourses.swayam2.ac.in/nou24_cm08/prevlew</a>		
<a href="https://www.geektonight.com/business-mathematics-notes/">https://www.geektonight.com/business-mathematics-notes/</a>		
<a href="https://open.umn.edu/opentextbooks/textbooks/642">https://open.umn.edu/opentextbooks/textbooks/642</a>		
<a href="https://byjus.com/maths/business-mathematics/">https://byjus.com/maths/business-mathematics/</a>		
<a href="https://www.youtube.com/watch?v=FWj2joeVKEU">https://www.youtube.com/watch?v=FWj2joeVKEU</a>		
<b>PART-D:Assessment and Evaluation</b>		
<b>Suggested Continuous Evaluation Methods: Maximum Marks</b>		<b>100 Marks</b>
<b>Continuous Internal Assessment (CIA) :</b>		<b>30 Marks</b>
<b>End Semester Exam. (ESE) :</b>		<b>70 Marks</b>
Continuous Internal Assessment : (CIA)- (By Course Teacher)	Internal Test/Quiz : 20 & 20 (Assignment/Seminar): 10 Total Marks - 30	Better marks out of the two test/quiz+ obtained marks in Assessment shall be considered against 30 Marks
End Semester Exam.(ESE):	Two Section :- A & B Section A : Q.1-Objective -10x1=10Marks; Q.2-Short Answer type-5x4=20Marks Section B : Descriptive answer type qts. 1 out of 2 from each unit-4x10=40 Marks	

Name and Signature of Convener & Members of (CBoS) :









# FOUR YEAR UNDERGRADUATE PROGRAM-2024-28

## FACULTY OF COMMERCE COURSE CURRICULUM

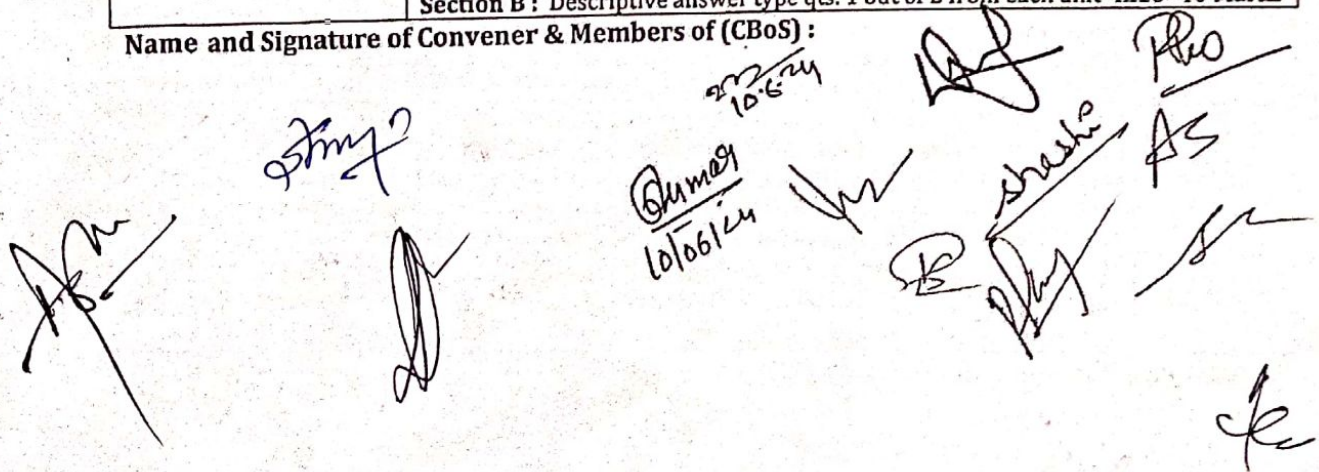
PART-A : Introduction			
Program : Bachelor in Commerce (Certificate/Diploma/Degree/Honors)		Semester-II	Session : 2024-25
1	Course Code	COSC-06	
2	Course Title	Business Environment	
3	Course Type	Discipline Specific Course (COSC)	
4	Pre-requisite (if any)	As per program	
5	Course Learning Outcomes (CLO)	<ul style="list-style-type: none"> <li>Understand relationship between environment and business.</li> <li>Demonstrate and develop conceptual frame work of business environment and generate interest in international business.</li> <li>Identify the nature of local business environment and its component.</li> <li>Demonstrate govt. policies and different roles for the emergence, upliftment and smooth functioning of business organization.</li> <li>Extend knowledge of Industrial Policy and NITI AAYOG</li> </ul>	
6	Credit Value	4 Credits	Credit = 15 Hours-learning & Observation
7	Total Marks	Max. Marks : 100	Minimum Passing Marks : 40
PART -B: Content of the Course			
Total No. of Teaching-learning Periods ( 01 Hr. per period)-60 Periods (60 Hours)			
Unit	Topics (Course Contents)		No. of Period
I	Business Environment: Type of Environment-internal, external, micro and macro environment. Competitive structure of industry, environmental analysis and strategic management. Managing diversity. Scope of business, characteristics of business. Objectives and the uses of study. Process and limitations of environmental analysis.		15
II	Economic Problem of Growth: Inflation, Parallel Economy, Industrial Sickness . Economic Factors of Growth: Foreign Direct Investment (FDI), Foreign Portfolio Investment (FPI), Micro, Small and Medium Enterprises (MSMEs)		15
III	Govt. Policies: Export-Import Policy, Monetary & Fiscal Policy, Privatization, Liberalization, Globalization, Demonetization, Disinvestment. A brief Introduction of Indian Economic Planning: NITI AAYOG. Industrial Policy of Chhattisgarh.		15
IV	International Environment: Trends in World Trade & The Problems of Developing Countries, Foreign Trade & Economic Growth, International Economic Groups: GATT, WTO, UNCTAD, World Bank, IMF, TRIPS, TRIMS Regional Trade Agreements: European Union (EU), ASEAN, SAARC,NAFTA		15
Key Words	Business Environment, Economic Problem of Growth, Economic Factor of Growth, Govt. Policies, Economic Planning, Industrial Policy, International Environment, International Economic Group, Agreement of Regional Trade		

Signature of Convener & Members (CBoS):



<b>PART-C: Learning Resources</b>		
<b>Text Books, Reference Books and Others</b>		
<b>Text Books Recommended:-</b>		
1. Sinha V.C., Business Environment, SBPD Publications Agra, (Hindi & English) 2. Dr. J.P. Mishra, Shahitya Bhawan Publication, Agra (Hindi Medium) 3. Singh Ranjeet, Business Environment, Kalyani Publishers New Delhi. 4. Upadhyay Sharma Dayal, Business Environment (Hindi), Ramesh Book Depot Jaipur. 5. Singh, Dr. S.K., Business Environment (Hindi), Sahitya Bhawan Publication Agra 6. Jain Dr. S.C., Business Environment (Hindi), Kailash Pustak Sadan, Bhopal. 7. Joshi Rosy, Kapoor Sangam, Business Environment (Hindi), Kalyani Publishers New Delhi.		
<b>Note: Learners are advised to use latest edition of text books.</b>		
<b>Reference Books:</b>		
1. Sheikh Saleem, Business Environment, Pearson. 2. Francis, Cherunilan, Business Environment, Himalaya Publishing House. 3. Gupta C.B., Business Environment Sultan Chand & Sons. 4. Paliwar Veena Keshav, Business Environment, PHI Learning Private Limited, Delhi.		
<b>On line Resources : * e-Resources/e-books and e-learning portals:</b>		
<a href="https://onlinecourses.swayam2.ac.in/imb24_mg33/preview">https://onlinecourses.swayam2.ac.in/imb24_mg33/preview</a> <a href="https://egvankosh.ac.in/handle/123456789/3142">https://egvankosh.ac.in/handle/123456789/3142</a> <a href="https://www.youtube.com/watch?v=Q1yw7Tchsc8">https://www.youtube.com/watch?v=Q1yw7Tchsc8</a> <a href="https://www.youtube.com/watch?v=9jUHXPGEBEM">https://www.youtube.com/watch?v=9jUHXPGEBEM</a> <a href="https://www.youtube.com/playlist?list=PLJtIvO3aaWe2oQxrJov7CfDFDC3aebxi1">https://www.youtube.com/playlist?list=PLJtIvO3aaWe2oQxrJov7CfDFDC3aebxi1</a>		
<b>PART-D: Assessment and Evaluation</b>		
<b>Suggested Continuous Evaluation Methods:</b>	<b>Maximum Marks</b>	<b>100 Marks</b>
<b>Continuous Internal Assessment (CIA) :</b>		<b>30 Marks</b>
<b>End Semester Exam. (ESE) :</b>		<b>70 Marks</b>
<b>Continuous Internal Assessment: (CIA)- (By Course Teacher)</b>	<b>Internal Test/Quiz :</b> 20 & 20 <b>(Assignment/Seminar):</b> 10 <b>Total Marks-</b> 30	Better marks out of the two test/quiz+ obtained marks in Assessment shall be considered against 30 Marks
<b>End Semester Exam. (ESE):</b>	<b>Two Section :- A &amp; B</b> <b>Section A : Q.1-Objective -10x1=10 Marks; Q.2-Short Answer type-5x4=20Marks</b> <b>Section B : Descriptive answer type qts. 1 out of 2 from each unit-4x10=40 Marks</b>	

**Name and Signature of Convener & Members of (CBOS) :**


  
 The block contains several handwritten signatures in black ink. Some signatures are accompanied by dates, such as '10/10/24' and '10/10/24'. The signatures are scattered across the bottom half of the page, below the 'Name and Signature of Convener & Members of (CBOS) :' heading.



# FOUR YEAR UNDERGRADUATE PROGRAM-2024-28

## FACULTY OF COMMERCE COURSE CURRICULUM

<b>PART-A : Introduction</b>				
<b>Program: Bachelor in Commerce (Certificate/Diploma/Degree /Honors</b>	<b>Semester- II</b>	<b>Session: 2024-25</b>		
1	<b>Course Code</b>	COSEC-01		
2	<b>Course Title</b>	Accounting for Every One		
3	<b>Course Type</b>	Skill Enhancement Course(COSEC)		
4	<b>Pre-requisite (if any)</b>	As per program		
5	<b>Course Learning Outcomes (CLO)</b>	<ul style="list-style-type: none"> <li>Understand accounting principles and transaction recording techniques.</li> <li>Prepare financial statements manually and using the software.</li> <li>Interpret the annual report and financial disclosure effectively.</li> <li>analyze textual and numerical financial information.</li> </ul>		
6	<b>Credit Value</b>	2 Credits Credit = 15 Hours-learning & Observation		
7	<b>Total Marks</b>	<table style="width: 100%; border: none;"> <tr> <td style="border: none; width: 50%;">Max. Marks : 50</td> <td style="border: none; width: 50%;">Minimum Passing Marks : 20</td> </tr> </table>	Max. Marks : 50	Minimum Passing Marks : 20
Max. Marks : 50	Minimum Passing Marks : 20			
<b>PART- B: Content of the Course</b>				
<b>Total No. of Teaching-learning Periods ( 01 Hr. per period -30Periods (30 Hours)</b>				
Unit	Topics (Course Contents)	No. of Period		
I	Introduction to Accounting: Accounting - Meaning, Importance and Need, Its objectives and relevance to business establishments and other organisations, and individuals. Accounting information: meaning, users and utilities, sources of accounting information. Some Basic Terms -Transaction, Account, Asset, Liability, Capital, Expense, Income, Revenue, Gain, Profit, Surplus, Loss, Deficit, Debit, Credit, Accounting Year, Financial Year.	8		
II	Transactions and recording of transactions: Features of recordable transactions and events, Basis of recording - vouchers and another basis. Recording of transactions: Personal account, Real Account and Nominal Account; Rules for Debit and Credit; Double Entry System, journalizing transactions; Preparation of Ledger, Cash Book including bank transactions.	7		
III	Preparation of Financial Statements: Fundamental Accounting Equation; Preparation of Trial Balance; Concept of revenue and Capital; Preparation of Trading and Profit & Loss Account, Balance Sheet.	7		
IV	Computerized Accounting Systems: Computerized Accounts by using any popular accounting software: Creating a Company; Configure and Features settings; Creating Accounting Ledgers and Groups; Creating Stock Items and Groups; Vouchers Entry; Generating Reports - Cash Book, Ledger Accounts, Trial Balance, Profit and Loss Account, Balance Sheet, Cash Flow Statement. Selecting and shutting a Company; Backup and Restore data of a Company	8		
Key Words	Accounting, Transactions, Financial Statements, Computerized Systems, Company Accounts, Annual Report.			

**Signature of Convener & Members (CBoS):**



**PART- C: Learning Resources**

**Text Books, Reference Books and Others**

**Text Books Recommended:-**

- Siddiqui, S. A. New Delhi: Laxmi, Publications Pvt. Ltd.,
- Sehgal, D. Financial Accounting. New Delhi: Vikas Publishing House Pvt., Ltd.,
- Arora, M.N. Management Accounting, Vikas Publishing House, New Delhi,
- Dr.S.M.Shukla, Shahitya Bhawan Publication, Agra, (Hindi & English Medium)
- Dr. Karim & Khanuja, SBPD Publishing House, Agra (Hindi & English Medium)

**Note: Latest edition of text books may be used.**

**Reference Books:**

- Tulsian, P. C. New Delhi: Tata McGraw Hill Publishing, Co. Ltd.,
- Mukharji, A., & Hanif, M. New Delhi: Tata, McGraw Hill Publishing Co. Ltd.,
- Maheshwari, S.N. & Maheshwari, S.K. New Delhi: Vikas Publishing House Pvt. Ltd.,
- Khan, M.Y. and Jain, P.K. Management Accounting, McGraw Hill Education.,
- Hatfield, L. Accounting Basics. Amazon Digital Services LLC.,
- Horngren, C. T., Sundem, G. L., Elliott, J. A., & Philbrick, D. London: Pearson Education.

**On line Resources : \* e-Resources/e-books and e-learning portals:**

- <https://accountingforeveryone.com/definitive-guide-bookkeeping/>
- <https://accountingforeveryone.com/>
- <https://www.coursera.org/collections/accounting-for-beginners>
- <https://www.taxmann.com/virtualbooks/product/9699-accounting-for-everyone-ge-4-ugcf-virtual-book>
- <https://www.accounting.com/resources/basic-accounting-terms/>

**PART : D :- Assessment and Evaluation**

<b>Suggested Continuous Evaluation Methods: Maximum Marks</b>	<b>50 Marks</b>
<b>Continuous Internal Assessment (CIA) :</b>	<b>15 Marks</b>
<b>End Semester Exam. (ESE) :</b>	<b>35 Marks</b>

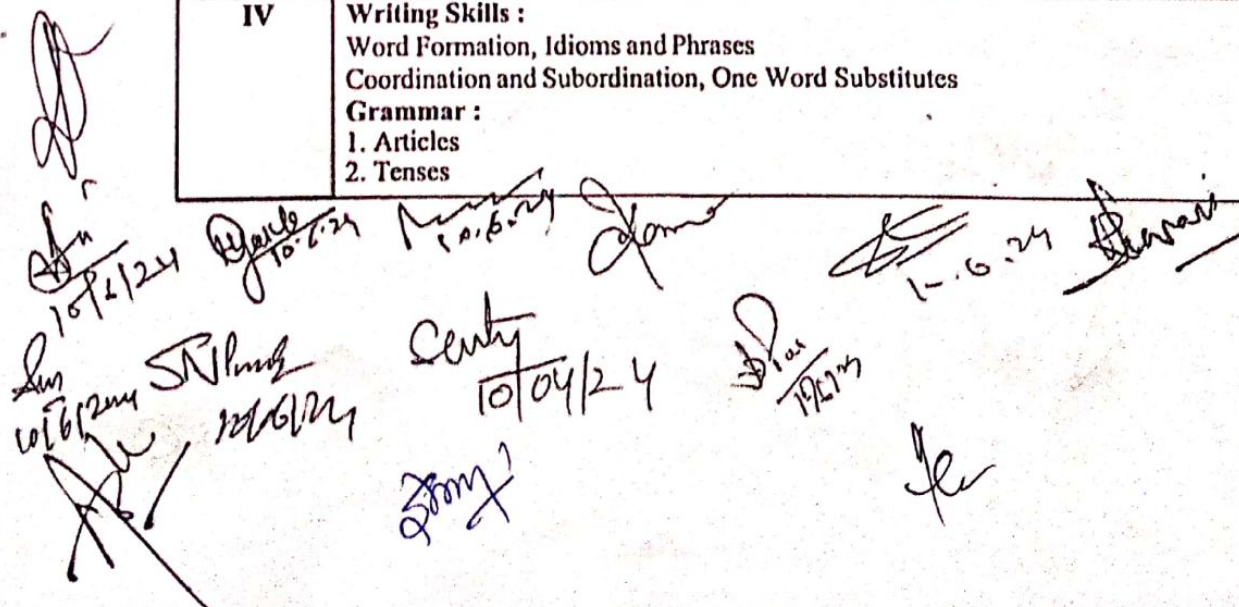
Continuous Internal Assessment: (CIA): (By Course Teacher)	Internal Test/Quiz(2): <b>10 &amp; 10</b>	Better marks out of the two Test/Quiz + obtained marks in Assignment shall be considered against 15 Marks.
	Assignment/Seminar+Attendance: <b>05</b>	
	Total Marks- <b>15</b>	
End Semester Exam.(ESE):	Laboratory/Field Skill Performance: On spot Assessment A-Performed the Task based on learned skill-20 Marks B-Spotting based on tools (written) -10 Marks C-Viva-Voce (based on Principle/technology)-05 Marks	Managed by Coordinator as per Skilling

**Name and Signature of Convener & Members of (CBOS) :**



**FOUR YEAR UNDERGRADUATE PROGRAM(2024 - 28)**  
**DEPARTMENT OF ENGLISH**  
**COURSE CURRICULUM**

<b>PART-A: Introduction</b>		
<b>Program:</b> Bachelor In Arts / Commerce / Science (Certificate/Diploma/Degree/Honors)	<b>Semester – I/ II/III</b>	<b>Session: 2024-2025</b>
1	<b>Course Code</b>	AEC 02
2	<b>Course Title</b>	English Language
3	<b>Course Type</b>	AEC (Ability Enhancement Course)
4	<b>Pre-requisite (if any)</b>	As per Program
5	<b>Course Learning Outcomes(CLO)</b>	<p>After the completion of this course, the students will be able to –</p> <ul style="list-style-type: none"> <li>➤ Understand and apply the use of Articles and Tenses in day to day life.</li> <li>➤ Analyze the power of imagination and creativity and critically appreciate the poems.</li> <li>➤ Identify and develop different types of writing skills.</li> <li>➤ Appreciate and value the use of idioms and phrases as enriching elements of language expression.</li> </ul>
6	<b>Credit Value</b>	2 Credits <i>Credit = 15 Hours -learning &amp; Observation</i>
7	<b>Total Marks</b>	Max.Marks:50      Min Passing Marks:20
<b>PART -B: Content of the Course</b>		
Total No. of Teaching-learning Periods(01 Hr. per period) - 30 Periods (30 Hours)		
Unit	Topics(Course contents)	No. of Period
<b>I</b>	<b>Prose:</b> 1. Darshana Dholakia : Baa – My Mother – A Person, A Woman 2. Anita Desai : A Devoted Son 3. Rabindranath Tagore : The Home Coming	08
<b>II</b>	<b>Poetry :</b> 1. William Wordsworth: The Solitary Reaper 2. Robert Lee Frost: Stopping by the Woods on a Snowy Evening	07
<b>III</b>	<b>Letter Writing :</b> 1. Formal Letter 2. Informal Letter <b>Composition :</b> 1. Describing a Place or a Person 2. Writing a Biographical Sketch 3. Narrating an Event or Experience	08
<b>IV</b>	<b>Writing Skills :</b> Word Formation, Idioms and Phrases Coordination and Subordination, One Word Substitutes <b>Grammar :</b> 1. Articles 2. Tenses	07


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FOUR YEAR UNDERGRADUATE  
PROGRAM (FYUGP)

2024-28

CURRICULUM

SEMESTER-III

FACULTY OF COMMERCE

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# FOUR YEAR UNDERGRADUATE PROGRAM-2024-28

## FACULTY OF COMMERCE COURSE CURRICULUM

PART-A : Introduction		
Program : Bachelor in Commerce (Diploma/Degree/Honors)	Semester-III	Session : 2024-25
1	Course Code	COSC-07
2	Course Title	Corporate Accounting
3	Course Type	Discipline Specific Course (COSC)
4	Pre-requisite (if any)	As per program
5	Course Learning Outcomes (CLO)	<ul style="list-style-type: none"> <li>Utilize conceptual knowledge of corporate accounting system and learn the techniques of preparing the financial statements of companies within the frame work of Indian AS</li> <li>Understand the process for issue &amp; redemption of shares &amp; debentures.</li> <li>Analyze the financial statement of Joint stock company Ltd..</li> <li>Interpret the procedure involved in Amalgamation and absorption of companies.</li> <li>Apply the process of Valuation of Goodwill and Shares.</li> </ul>
6	Credit Value	4 Credits      Credit= 15 Hours-learning & Observation
7	Total Marks	Max. Marks : 100      Minimum Passing Marks : 40
PART-B: Content of the Course		
Total No. of Teaching-learning Periods (01 Hr. Per Period)-60 Periods (60 Hours)		
Unit	Topics (Course Contents)	No. of Period
I	Shares & Debentures: Issue, forfeiture and reissue of shares, Issue of bonus share, under writing of share, redemption of preference shares, Issue and redemption of debentures.	15.
II	Financial Statements and Final Accounts of Companies, Liquidation of company.	15
III	Accounting for Amalgamation Internal reconstruction of companies.	15
IV	. Valuation of Goodwill and Shares Consolidated Balance Sheet of holding companies with one subsidiary only	15
Key Words	Share & Debenture, Final Accounts of Companies. Liquidation of Company, Amalgamation & Reconstruction of Companies, Valuation of Goodwill & Share, Consolidated Balance Sheet of Holding Company	

Signature of Convener & Members (CBoS):



**PART -C: Learning Resources****Text Books, Reference Books and Others****Text Books Recommended:-**

1. Dr. S. M. Shukla & Dr. K.L.Gupta, Sahitya Bhavan Publications Agra, (Hindi & English Medium)
2. Dr Mangal Mehta and Agrawal published Indore,
3. Dr Karim & Khanuja, SBPD, Publications, Agra, (Hindi & English Medium)
4. Gupta R. L., Radhaswamy M; Company Accounts; Sultan Chand and Sons, New Delhi.
5. J.R. Monga, Fundamentals of Corporate Accounting. Mayur Paper Backs, New Delhi.

**Note: Learners are advised to use latest edition of text books.**

**Reference Books:-**

1. M.C. Shukla, T.S. Grewal, and S.C. Gupta. Advanced Accounts. Vol.-II. S. Chand & Co., New Delhi.
2. S.N. Maheshwari, and S. K. Maheshwari. Corporate Accounting. Vikas Publishing House, New Delhi.
3. Ashok Sehgal, Fundamentals of Corporate Accounting. Taxman Publication, New Delhi.
4. V.K. Goyal and Ruchi Goyal, Corporate Accounting. PHI Learning.
5. Jain, S.P. and K.L. Narang. Corporate Accounting. Kalyani Publishers, New Delhi.
6. Bhushan Kumar Goyal, Fundamentals of Corporate Accounting, International Book House.
7. P. C. Tulsian and Bharat Tulsian, Corporate Accounting, S.Chand.
8. Amltabha Mukherjee, Mohammed Hanif, Corporate Accounting, McGraw Hill Education.

**On line Resources : \* e-Resources/e-books and e-learning portals:**

<https://www.geektonight.com/corporate-accounting-notes/>  
<https://commercemates.com/corporate-accounting/>  
<https://academy.tax4wealth.com/blog/corporate-accounting>  
<https://www.youtube.com/watch?v=p0rxpzkSDLU>  
<https://ugcmooocs.inflibnet.ac.in/index.php/courses/view ug/19>

**PART -D : Assessment and Evaluation :**

**Suggested Continuous Evaluation Methods: Maximum Marks 100 Marks**

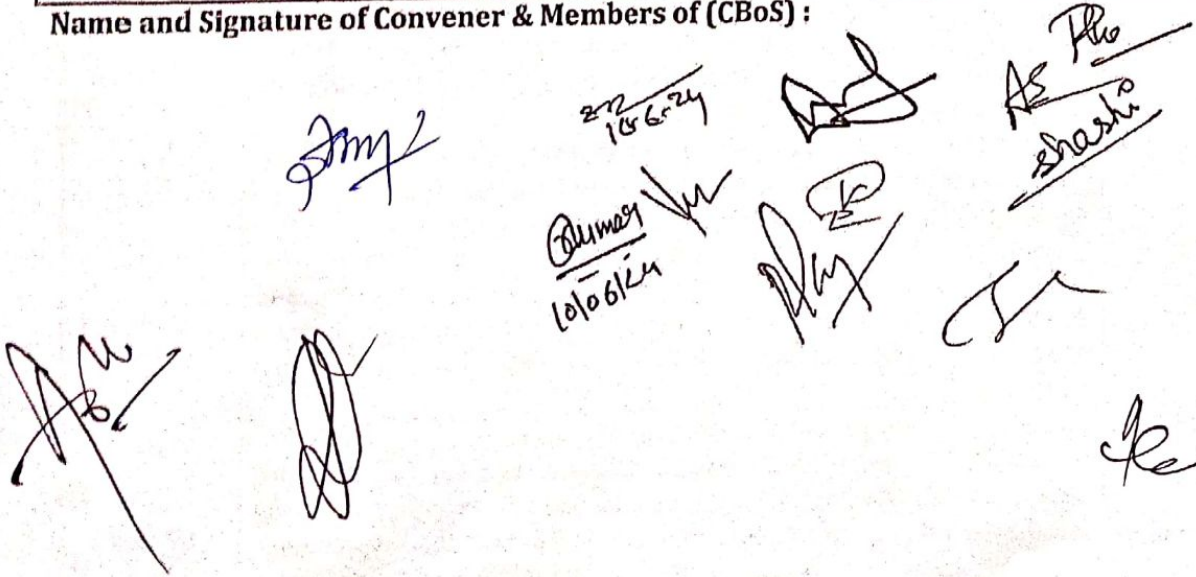
**Continuous Internal Assessment (CIA) : 30 Marks**

**End Semester Exam. (ESE) : 70 Marks**

Continuous Internal Assessment : (CIA) (By Course Teacher)	Internal Test/Quiz :	20 & 20	Highest marks out of the Two Test/Quiz+obtained marks in Assignment shall be considered against 30 Marks
	Assignment/ Seminar:	10	
	Total Marks:	30	

End Semester Exam.(ESE):	Two Section :- A & B Section A : Q.1-Objective -10x1=10 Marks; Q.2-Short answer type-5x4=20Marks Section B : Descriptive answer type qts. 1out of 2 from each unit-4x10=40 Marks
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**Name and Signature of Convener & Members of (CBoS) :**





# FOUR YEAR UNDERGRADUATE PROGRAM-2024-28

## FACULTY OF COMMERCE COURSE CURRICULUM

PART-A : Introduction			
Program : Bachelor in Commerce (Diploma/Degree/Honors)		Semester- III	Session : 2024-25
1	Course Code	COSC-08	
2	Course Title	Company Law	
3	Course Type	Discipline Specific Course (COSC)	
4	Pre-requisite (if any)	As per program	
5	Course Learning Outcomes (CLO)	<ul style="list-style-type: none"> <li>• Understand and evaluate the legal framework of company environment in India and gain elementary knowledge of Indian Company Law.</li> <li>• Outlines company's objective, boundaries of operation and other essential details.</li> <li>• Understand the role of Company Secretary which helps students in building their career.</li> <li>• Elaborate different clauses of Company Law which a business manager must know for better decision making and also understand the process of Winding up of the companies.</li> <li>• Develop ability of legal analysis by reasoning and problem-solving skills to arrive at solutions to legal problems.</li> </ul>	
6	Credit Value	4 Credits	Credit = 15 Hours-learning & Observation
7	Total Marks	Max. Marks : 100	Minimum Passing Marks : 40
PART-B: Content of the Course			
Total No. of Teaching-learning Periods ( 01 Hr. per period)-60 Periods(60 Hours)			
Unit	Topics (Course Contents)	No. of Period	
I	<b>Introduction ; Promotion and Incorporation of Companies:</b> Introduction: Definition of Company, Characteristics and Limitations. Lifting of the Corporate Veil, Kinds of Company. Social Responsibility of company. Promotion and Incorporation of a Company Preliminary Contracts: Memorandum of Association, Articles of Association, Doctrine of Constructive Notice, Doctrine of Indoor Management and its exceptions.	15	
II	<b>Capital Management and Membership:</b> Prospectus, Issue of Share Capital, Transfer and Transmission of shares. Borrowing powers, mortgages and charges, debentures. Membership in company.	15	
III	<b>Corporate Personalities:-</b> Directors - Meaning, Appointment, Remuneration and duties. Managing Director, Women Director, and whole time director. Company Secretary-Appointment, Legal position and qualifications, Rights, Duties and liabilities, Professional misconduct.	15	
IV	<b>Company Meetings and Winding up of company:</b> Company meetings - kinds, Notice, quorum, agenda, voting rights, proxy, resolutions, minutes. Role of Company Secretary in company meetings-Drafting of notice, agenda, minutes and resolutions. Winding up of companies, Modes of winding up. Liquidator - appointment, duties and rights, remuneration.	15	

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*[Handwritten signatures and dates: 10/06/24, 10/6/24, Shashi]*



Key Words	Promotion, Incorporation, Issue of Capital, Prospectus, Corporate Personalities, Company Meeting, Company Secretary.
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Signature of Convener & Members (CBoS):

<b>PART-C: Learning Resources</b>		
<b>Text Books, Reference Books and Others</b>		
<b>Text Books Recommended:-</b>		
1. Dr. S.M. Shukla, & Dr. I.M. Shaya, Sahitya Bhawan Publications, Agra, (Hindi Medium)		
2. Dr. S.M. Shukla, & Dr. K. Jain, Sahitya Bhawan Publications Agra, (English Medium)		
3. Dr. G. K. Varshney, Sahitya Bhawan Publication, Agra (English Medium)		
4. Prof. Agrawal & Kothari, SBPD, Publications, Agra (Hindi Medium)		
5. Dr. O.P. Gupta, SBPD, Publications, Agra (Hindi & English Medium)		
<b>Reference Books:</b>		
1. Singh Avatar; Company Law; Eastern Book Company Lucknow.		
Note: Learners are advised to use latest edition of text books.		
<b>On line Resources : * e-Resources/e-books and e-learning portals:</b>		
<a href="https://onlinecourses.swayam2.ac.in/cec20_hs23/preview">https://onlinecourses.swayam2.ac.in/cec20_hs23/preview</a>		
<a href="https://www.mca.gov.in/content/mca/global/en/acts-rules/companies-act/companies-act-2013.html">https://www.mca.gov.in/content/mca/global/en/acts-rules/companies-act/companies-act-2013.html</a>		
<a href="https://www.nls.ac.in/course/corporate-law/">https://www.nls.ac.in/course/corporate-law/</a>		
<a href="https://www.claonline.in/icsi/">https://www.claonline.in/icsi/</a>		
<a href="https://www.youtube.com/c/CorporateLawLectures">https://www.youtube.com/c/CorporateLawLectures</a>		
<b>PART -D : Assessment and Evaluation :</b>		
<b>Suggested Continuous Evaluation Methods: Maximum Marks</b>		<b>100 Marks</b>
<b>Continuous Internal Assessment (CIA) :</b>		<b>30 Marks</b>
<b>End Semester Exam. (ESE) :</b>		<b>70 Marks</b>
Continuous Internal Assessment : (CIA) (By Course Teacher)	Internal Test/Quiz (2): 20 & 20 Assignment/Seminar: 10 Total Marks: 30	Highest marks out of the Two Test/Quiz+ obtained marks in best two and Assignment shall be considered against -30 Marks
End Semester Exam. (ESE):	Two Section :- A & B Section A: Q.1-Objective -10x1=10 Marks; Q.2-Short answer type-5x4=20 Marks Section B ; Descriptive answer type qts., 1 out 2 from each unit-4x10=40 Marks	

Name and Signature of Convener & Members of (CBoS) :



# FOUR YEAR UNDERGRADUATE PROGRAM-2024-28

## FACULTY OF COMMERCE COURSE CURRICULUM

PART-A: Introduction			
Program : Bachelor in Commerce (Diploma/Degree/Honors)	Semester- III	Session : 2024-25	
1	Course Code	COSC-09	
2	Course Title	Principles of Management	
3	Course Type	Discipline Specific Course (COSC)	
4	Pre-requisite (if any)	As per program	
5	Course Learning Outcomes (CLO)	<ul style="list-style-type: none"> <li>Understand the concept of Principle of management along with the basic principles and norms.</li> <li>Understand the terminologies associated with the field of business management and control along with their relevance.</li> <li>Identify the appropriate method and technique of Principle of Management for solving different problems.</li> <li>Apply basic business Management principles to solve business and industry related problems.</li> <li>Understand the concept of Planning, Organizing, Direction, Motivation and Control etc.</li> </ul>	
6	Credit Value	4 Credits	Credit = 15 Hours-learning & Observation
7	Total Marks	Max. Marks : 100	Minimum Passing Marks : 40
PART -B: Content of the Course			
Total No. of Teaching-learning Periods ( 01 Hr. Per Period)-60 Period (60Hours)			
Unit	Topics (Course Contents)	No. of Hrs	
I	<b>Management Introduction:</b> Concept, Characteristics, Nature, Process and Significance of Management; Managerial Role (Mintzberg); An Overview of functional areas of Management; Development of Management Thought; Classical and Neo Classical System; Contingency Approach, System Approach.	15	
II	<b>Planning:</b> Concept, Characteristics, Process, Importance and Type, Criteria of effective planning. <b>Decision Making:</b> Concept, Process, Types and Importance <b>Management by Objective(MBO)</b> <b>Organization:</b> Concept, Nature, Process and Significance, Authority and Responsibility Relationships, Centralization and Decentralization, Departmentation, Organizational Structure- Forms.	15	
III	<b>Direction:</b> Meaning Characteristics, Concept and Techniques, Principle,Importance, <b>Coordination:</b> Meaning,Nature,Characteristics, Principle, Importance, advantages and Limitation. <b>Communication:</b> Nature, Process, Importance, Types, Networks and Barriers, Effective Communication, Feed-back, <b>Staffing:</b> Concept of Staffing- Recruitment and Selection; Orientation; Training and Development; Career Development; Performance Appraisal	15	
IV	<b>Motivation-</b> Concept, Types, Importance, Theories- Maslow. Herzberg, McGregor, Ouchi, Financial and Non-Financial Incentives, <b>Leadership:</b> Meaning, Concept, Functions and Leadership Styles, Types, Qualities, Barrier, Likert's Four System of Leadership, Theories Importance with case study. <b>Control:</b> Meaning, Characteristics Importance and Process, Effective Control System, Techniques of Control.	15	

Sharma  
10/06/24



Key Words	Management, Planning, Decision Making, Organization, Direction, Coordination, Communication, Staffing, Motivation, Leadership, Control.
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Signature of Convener & Members (CBoS):

<b>PART- C: Learning Resources</b>		
<b>Text Books, Reference Books and Others</b>		
<b>Text Books Recommended:-</b>		
<ol style="list-style-type: none"> <li>1. Dr. S.C. Saxena Sahitya Bhawan Publications, Agra (English Medium)</li> <li>2. Dr. R.C. Gupta, Sahitya Bhawan Publications, Agra (Hindi Medium)</li> <li>3. Prof. R.C. Agrawal, SBPD, Publications, Agra. (Hindi Medium)</li> <li>4. Dr. Mishra &amp; Gupta, SBPD, Publications, Agra (English Medium)</li> <li>5. Yadav, Pankaj, Neel Kamal Prakashan, Delhi.</li> <li>6. Jagdish Prakash, Kitab Mahal Publishers.</li> </ol>		
<b>Reference Books:</b>		
<ol style="list-style-type: none"> <li>1. Weilrich and Koontz - Tata McGraw Hill, New Delhi.</li> <li>2. Stephen P. Robbins, Management, Pearson</li> <li>3. Koontz and O'Donnell, Management, McGraw Hill.</li> <li>4. M Prasad, Principles of management, Sultan Chand and Sons</li> <li>5. V.S.P Rao/Bajaj, Management process and organization, Excel Books. GH25</li> <li>6. T. Ramaswamy : Principles of Management, HPH</li> </ol> <p>Note: Learners are advised to use latest edition of text books.</p>		
<b>On line Resources : * e-Resources/e-books and e-learning portals:</b>		
<a href="https://www.youtube.com/watch?v=6jobQJy96jM">https://www.youtube.com/watch?v=6jobQJy96jM</a> <a href="https://onlinecourses.swayam2.ac.in/nou21_cm01/preview">https://onlinecourses.swayam2.ac.in/nou21_cm01/preview</a> <a href="https://open.umn.edu/opentextbooks/textbooks/50">https://open.umn.edu/opentextbooks/textbooks/50</a> <a href="https://openstax.org/books/principles-marketing/pages/1-unit-introduction">https://openstax.org/books/principles-marketing/pages/1-unit-introduction</a>		
<b>PART - D : Assessment and Evaluation :</b>		
<b>Suggested Continuous Evaluation Methods: Maximum Marks</b>		<b>100 Marks</b>
<b>Continuous Internal Assessment (CIA) :</b>		<b>30 Marks</b>
<b>End Semester Exam. (ESE) :</b>		<b>70 Marks</b>
Continuous Internal Assessment : (CIA) (By Course Teacher)	Internal Test/Quiz(2) : 20 & 20 Assignment/Seminar: 10 Total Marks: 30	Better marks out of the two Test/Quiz +obtained marks in Assignment shall be considered against 30 Marks
End Semester Exam. (ESE):	Two Section :- A & B Section A : Q.1-Objective -10x1=10Marks; Q.2-Short answer type-5x4=20 Section B : Descriptive answer type qts. 1 out 2 from each unit-4x10=40Marks	

Name and Signature of Convener & Members of (CBoS) :



# FOUR YEAR UNDERGRADUATE PROGRAM-2024-28

## FACULTY OF COMMERCE COURSE CURRICULUM

<b>PART-A : Introduction</b>			
<b>Program : Bachelor in Commerce (Diploma/Degree/Honors)</b>	<b>Semester- III</b>	<b>Session : 2024-25</b>	
1	<b>Course Code</b>	COSE-01 (Gr.-I-Management)	
2	<b>Course Title</b>	Human Resource Management (Gr.-I)Management	
3	<b>Course Type</b>	Discipline Specific Elective Course (COSE)	
4	<b>Pre-requisite (if any)</b>	As per program	
5	<b>Course Learning Outcomes (CLO)</b>	<ul style="list-style-type: none"> <li>Critically assess existing theory and practice in the field of HRM</li> <li>Develop an ability to undertake qualitative and quantitative research.</li> <li>Plan HRM, develop HR policy and implement strategic HRM.</li> <li>Perceive the process of recruitment, selection, compensation and benefits.</li> <li>Evaluate the Performance Appraisal and employee assessment</li> </ul>	
6	<b>Credit Value</b>	4 Credits	Credit = 15 Hours-learning & Observation
7	<b>Total Marks</b>	Max. Marks : 100	Minimum Passing Marks : 40
<b>PART -B: Content of the Course</b>			
Total No. of Teaching-learning Periods ( 01 Hr. per period)-60Periods (60Hours)			
Unit	Topics (Course Contents)		No. of Period
I	<b>Human Resource Management</b> -Meaning, Definition, Concept, Objectives, Functions, Principles, Origin and Development, Difference between HRM and Personnel management, Organization Structure of HRM department, Changing Role of H.R. Manager, Challenges of HRM. <b>Human Resource Policies &amp; Strategies</b> -Meaning, Definition, Contents, Sources of Human Resource Policy, Classification, Principles, Process of developing human resource policy, Characteristics of an ideal human resource polic. <b>Human Resource Planning</b> -Meaning, Definition, Characteristics, Concepts, Process, Factors affecting Demand and Supply of HRM, Forecasting methods of Human Resource, Quantitative and Qualitative aspects of HRP, Need and Importance of HRP.Traditional HRM v/s Strategic HRM, Developing and Implementing Strategic HRM Plans		15
II	<b>Recruitment</b> -Factors affecting recruitment process, Sources of recruitment-internal and external, Job Analysis and its objectives, Role of Recruitment Agencies,  <b>Selection</b> -Methods of Selection, Interview and types of Interview, Psychological Testing, Online process of selection. <b>Induction</b> - Induction Program, Disseminating the information overtime, Compensation and Benefits, Retention and Motivation		15
III	<b>Training and Development</b> -Meaning, Objectives, Need and Importance, Scope, qualification and process of training, Designing of the effective training program, Evaluation of the effective training program, Challenges before trainers. <b>Feedback</b> . <b>Performance Appraisal</b> -Characteristics, Advantages and Disadvantages, Methods, Types, Process,Ethical aspects in performance appraisal, Performance Appraisal Methods. <b>Career Planning and Development</b> -Importance, Elements, Objectives, Advantages, Different steps in career planning, Career Development-Internal and External Dynamics		15
IV	<b>Wages and Salary Administration</b> -Meaning, Characteristics, Minimum wages, advantages of ideal wages, Factors determining wages, Methods of wage payment, Development of wage policy in India, Problems of Minimum Wages Policy. <b>Employees</b>		15



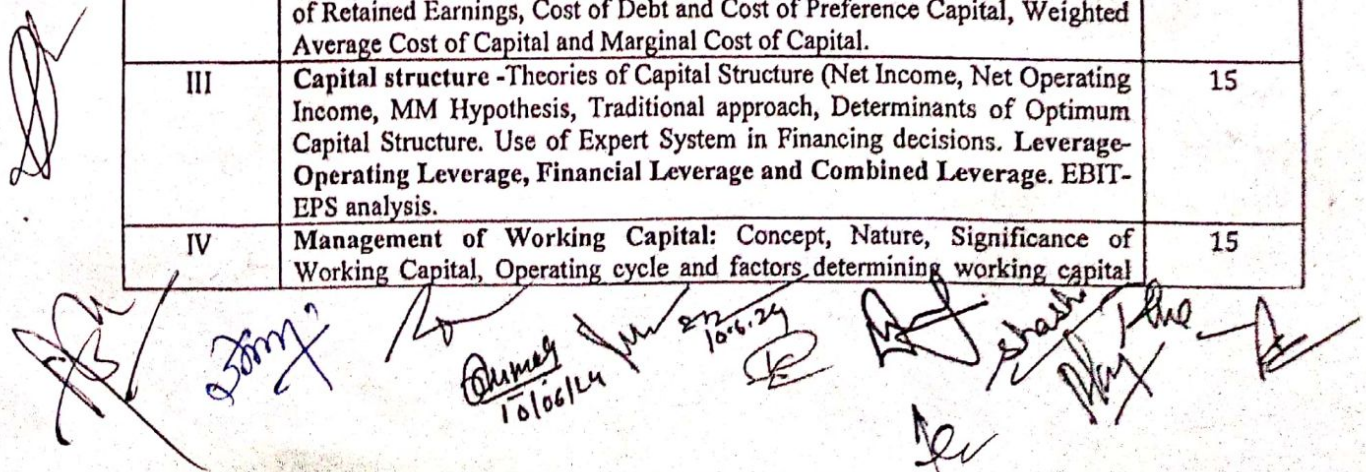




# FOUR YEAR UNDERGRADUATE PROGRAM-2024-28

## FACULTY OF COMMERCE COURSE CURRICULUM

PART-A : Introduction			
Program : Bachelor in Commerce (Diploma/Degree/Honors)		Semester- III	Session : 2024-25
1	Course Code	COSE-01 (Gr.II-Finance)	
2	Course Title	Financial Management (Gr.-II-Finance)	
3	Course Type	Discipline Specific Elective Course (COSE) (Gr.-II-Finance)	
4	Pre-requisite (if any)	As per program	
5	Course Learning Outcomes (CLO)	<ul style="list-style-type: none"> <li>Explain the nature and scope of financial management and its impact of time value of money in the different business decisions.</li> <li>Analyze capital budgeting process and apply capital budgeting techniques for business decisions</li> <li>Discuss the various sources of finance in today's competitive industry.</li> <li>Explain various capital structure theories and analyze factors affecting capital structure decisions.</li> <li>Design working capital policy based on the assessment of financial requirements.</li> </ul>	
6	Credit Value	4 Credits	Credit = 15 Hours-learning & Observation
7	Total Marks	Max. Marks : 100	Minimum Passing Marks : 40
PART -B: Content of the Course			
Total No. of Teaching-learning Periods (01 Hr. per period)-60Periods (60Hours)			
Unit	Topics (Course Contents)	No. of Period	
I	<b>Financial Management:</b> Introduction, Nature, scope and objectives. Profit maximization Vs wealth maximization, Value maximization-concept and implications, Economic and Market Value Added (EVA) (MVA). Functions and Responsibilities of Finance Manager. Time value of money, Risk and Return Analysis. Financial Planning and Source of finance. <b>Capitalization:</b> Over Capitalization and Under Capitalization and its advantages & disadvantages. <b>Sources of Finance:</b> Short-term and Long-term	15	
II	<b>Capital budgeting:</b> Capital Budgeting Process, Cash Flow Estimation, Capital Budgeting Methods-Payback Period Method, Discounted Payback Period Method, Accounting Rate of Return, Net Present Value (NPV), Net Terminal Value, Internal Rate of Return (IRR), Profitability Index, Capital budgeting under Risk and Uncertainty and Risk -Adjusted Discount Rate Method. Capital Budgeting decisions and scientific techniques of capital budgeting analysis. Factors affecting capital expenditure decisions. <b>Cost of Capital and Financing Decision</b> - Sources of long -term financing, Components of cost of capital, Methods for calculating Cost of Equity, Cost of Retained Earnings, Cost of Debt and Cost of Preference Capital, Weighted Average Cost of Capital and Marginal Cost of Capital.	15	
III	<b>Capital structure</b> -Theories of Capital Structure (Net Income, Net Operating Income, MM Hypothesis, Traditional approach, Determinants of Optimum Capital Structure. Use of Expert System in Financing decisions. <b>Leverage-Operating Leverage, Financial Leverage and Combined Leverage.</b> EBIT-EPS analysis.	15	
IV	<b>Management of Working Capital:</b> Concept, Nature, Significance of Working Capital, Operating cycle and factors determining working capital	15	


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	requirements, working capital estimation, Cash Management, Receivables management, inventory management.
Key Words	Financial Management, Capitalization, Capital Budgeting, Cost of Capital, Capital Structure, Financing Decisions, Leverage, Dividend Policy & Modals, Working Capital & Management of Working Capital

Signature of Convener & Members (CBOS):

<b>PART - C Learning Resources</b>		
<b>Text Book, Reference Book and Others</b>		
<b>Text Books Recommended-</b>		
1. Dr. Kulshrestha & Rathi, SBPD Publishing House, Agra (Hindi & English Medium)		
2. Dr. S. P. Gupta, Sahitya Bhawan Publications, Agra (Hindi & English Medium)		
3. Agrawal & Agrawal, Ramesh Book Depo, Jaipur (Hindi Medium)		
<b>Reference Books :-</b>		
1. Chandra P., Financial Management Theory and Practices, Tata Mc Graw Hill New Delhi		
2. Pandey, I.M., Vikas Publications New Delhi, (English Medium)		
3. Singh, P., Ane Books Pvt. Ltd. New Delhi (English Medium)		
4. Singh I.K., Dalgadia Publishing House, New Delhi (English Medium)		
5. Prasanna Chandra, Tata Mc Graw Hill New Delhi (English Medium)		
Note: Learners are advised to use latest edition of text books.		
<b>On line Resources : * e-Resources/e-books and e-learning portals:</b>		
<a href="https://www.ical.org/post.html?post_id=19152">https://www.ical.org/post.html?post_id=19152</a>		
<a href="https://egyankosh.ac.in/handle/123456789/3161">https://egyankosh.ac.in/handle/123456789/3161</a>		
<a href="https://onlinecourses.swayam2.ac.in/csc20_mg05/preview">https://onlinecourses.swayam2.ac.in/csc20_mg05/preview</a>		
<a href="https://www.youtube.com/watch?v=CCQwz_Gw06o">https://www.youtube.com/watch?v=CCQwz_Gw06o</a>		
<a href="https://www.youtube.com/watch?v=825T5uzT1QU">https://www.youtube.com/watch?v=825T5uzT1QU</a>		
<b>PART - D : Assessment and Evaluation :</b>		
<b>Suggested Continuous Evaluation Methods: Maximum Marks-100 Marks</b>		
<b>Continuous Internal Assessment (CIA) :</b>		<b>30 Marks</b>
<b>End Semester Exam. (ESE) :</b>		<b>70 Marks</b>
<b>Continuous Internal Assessment : (CIA) (By Course Teacher)</b>	Internal Test/Quiz(2) :	20 & 20
	(Assignment/Seminar) :	10
	<b>Total Marks-</b>	<b>30</b>
	<b>Highest marks out of the two Test/Quiz + obtained marks in Assignment shall be considered against 30 Marks</b>	
<b>End Semester Exam. (ESE):</b>	<b>Two Section - A &amp; B</b>	
	<b>Section A: Q.1-Objective-10x1=10Marks; Q.2-Short answer type-5x4=20Marks</b>	
	<b>Section B: Descriptive answer type qts.-1out 2 from each unit-4x10=40 Marks</b>	

Name and Signature of Convener & Members of (CBOS) :



# FOUR YEAR UNDERGRADUATE PROGRAM-2024-28

## FACULTY OF COMMERCE COURSE CURRICULUM

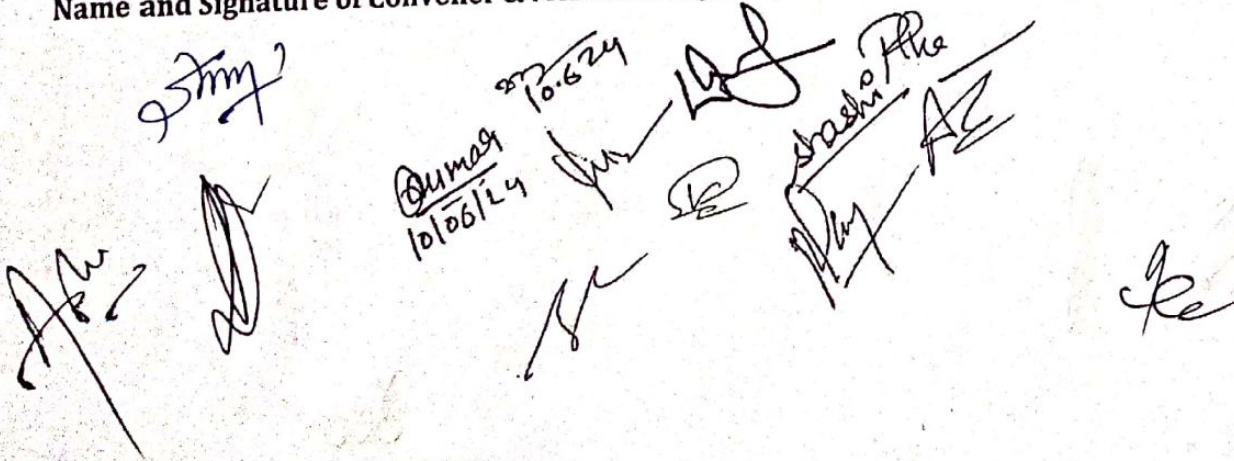
<b>PART-A : Introduction</b>			
<b>Program : Bachelor in Commerce (Diploma/Degree/Honors)</b>		<b>Semester- III</b>	
		<b>Session : 2024-25</b>	
1	Course Code	COSE-01 ( Gr.-III Marketing )	
2	Course Title	Marketing Management (Gr.-III Marketing)	
3	Course Type	Discipline Specific Elective Course (COSE)(Gr.-III Marketing)	
4	Pre-requisite (if any)	As per program	
5	Course Learning Outcomes (CLO)	<ul style="list-style-type: none"> <li>Develop the understanding of marketing, marketing philosophies and environmental conditions effecting marketing decisions.</li> <li>Analyze the process of marketing decisions involving product development and its role in value creation.</li> <li>Analyze the Process of marketing decisions involving product Promotion and its role in creating communication value for customers</li> <li>Understand the basics of marketing distribution channels and its role.</li> <li>Aspiring to be marketing professionals in better decision making and understanding their role in the marketing sphere.</li> </ul>	
6	Credit Value	4 Credits	Credit = 15 Hours-learning & Observation
7	Total Marks	Max. Marks : 100	Minimum Passing Marks : 40
<b>PART- B: Content of the Course</b>			
Total No. of Teaching-learning Periods ( 01 Hr. per period)-60Periods (60Hours)			
Unit	Topics (Course Contents)		No. of Period
I	<b>Marketing:</b> Concepts, Nature, Scope and Importance. Traditional and Digital Marketing. Marketing strategic, Marketing Mix, Marketing Environment. <b>Marketing Information System:</b> Definition, purpose, scope and Components.		15
II	<b>Consumer Behavior:</b> Nature, Scope And Significance. Factor Influencing Consumer Buying Decisions. <b>Market Segmentation</b> - Concept and Importance, Bases for Market Segmentation, Service Marketing and after sales services.		15
III	<b>Product</b> - Concept of Product, Consumer and Industrial Goods, Product Planning and Development, Product Life Cycle, Packaging, <b>Brand Pricing</b> - Importance of Pricing in the Marketing, Mix, Factors affecting Pricing of Product /Service.		15
IV	<b>Distribution Channels and Physical Distribution-</b> Distribution Channels - Concept and role; Types of Distribution Channels, Factors affecting Choice of a Distribution Channel, Retailer and Wholesaler. <b>Sales Promotion</b> - Methods of Promotion, Optimum Promotion Mix; <b>Advertising Media</b> -Their Relative Merits & demerits and their Limitation.		15
Key Words	Marketing, Marketing Information System, Consumer Behaviour, Market Segmentation, Product, Brand Pricing, Distribution Channels, Sales Promotion, Advertising Media		



**Signature of Convener & Members (CBoS):**

<b>PART-C: Learning Resources</b>														
<b>Textbooks, Reference Books and Others</b>														
<b>Text Books Recommended:-</b>														
<ol style="list-style-type: none"> <li>1. Prof. Agrawal &amp; Kothari, SBPD Publishing House, Agra, (Hindi Medium)</li> <li>2. Dr. N. Mishra, SBPS Publishing House, Agra (English Medium)</li> <li>3. Dr. M.C. Jain, Sahitya Bhawan Publications, Agra (Hindi Medium)</li> <li>4. Dr. R.C. Agrawal, Agra (Hindi Medium)</li> <li>5. Dr. S.C. Saxena, Agra (Hindi Medium)</li> <li>6. Dr. S.K. Jain Hindi Granth Academy M.P.</li> </ol>														
<b>Reference Books:-</b>														
<ol style="list-style-type: none"> <li>1. Philip Kotler : Marketing management Englewood Cliffs.</li> <li>2. Willam M. Pride and O.C. Ferrell Marketing: Houghton - Mifflin Boston.</li> <li>3. Koter Philip and Armstrong Gary: Principles of Marketing: Prentice Hall of India, New Delhi.</li> </ol>														
<b>Note: Learners are advised to use latest edition of text books.</b>														
<b>On line Resources : * e-Resources/e-books and e-learning portals:</b>														
<a href="https://onlinecourses.nptel.ac.in/noc19_mg48/preview">https://onlinecourses.nptel.ac.in/noc19_mg48/preview</a> <a href="https://onlinecourses.swayam2.ac.in/cec23_mg12/preview">https://onlinecourses.swayam2.ac.in/cec23_mg12/preview</a> <a href="https://onlinecourses.nptel.ac.in/noc20_mg04/preview">https://onlinecourses.nptel.ac.in/noc20_mg04/preview</a> <a href="https://www.youtube.com/watch?v=NUOd-Vf4RA">https://www.youtube.com/watch?v=NUOd-Vf4RA</a> <a href="https://www.youtube.com/playlist?list=PLmrZooTDUg_cn8zjg7S1dbfgfOnocpljY">https://www.youtube.com/playlist?list=PLmrZooTDUg_cn8zjg7S1dbfgfOnocpljY</a>														
<b>PART -D : Assessment and Evaluation :</b>														
<b>Suggested Continuous Evaluation Methods: Maximum Marks</b>	<b>100 Marks</b>													
<b>Continuous Internal Assessment (CIA) :</b>	<b>30 Marks</b>													
<b>End Semester Exam. (ESE) :</b>	<b>70 Marks</b>													
Continuous Internal Assessment : (CIA) (By Course Teacher)	<table border="1"> <tr> <td>Internal Test/Quiz (2) (Assignment/Seminar):</td> <td>20</td> <td>&amp;</td> <td>20</td> <td rowspan="3">Better marks out of the two Test/Quiz +obtained marks in Assignment shall be considered against 30 Marks</td> </tr> <tr> <td>Total Marks :</td> <td></td> <td></td> <td>10</td> </tr> <tr> <td></td> <td></td> <td></td> <td>30</td> </tr> </table>	Internal Test/Quiz (2) (Assignment/Seminar):	20	&	20	Better marks out of the two Test/Quiz +obtained marks in Assignment shall be considered against 30 Marks	Total Marks :			10				30
Internal Test/Quiz (2) (Assignment/Seminar):	20	&	20	Better marks out of the two Test/Quiz +obtained marks in Assignment shall be considered against 30 Marks										
Total Marks :			10											
			30											
End Semester Exam. (ESE):	Two Section :- A & B Section A : Q.1-Objective-10x1=10Marks; Q.2-Short answer type-5x4=20 Marks Section B : Descriptive answer type qts.-1out 2 from each unit-4x10=40 Marks													

**Name and Signature of Convener & Members of (CBoS) :**



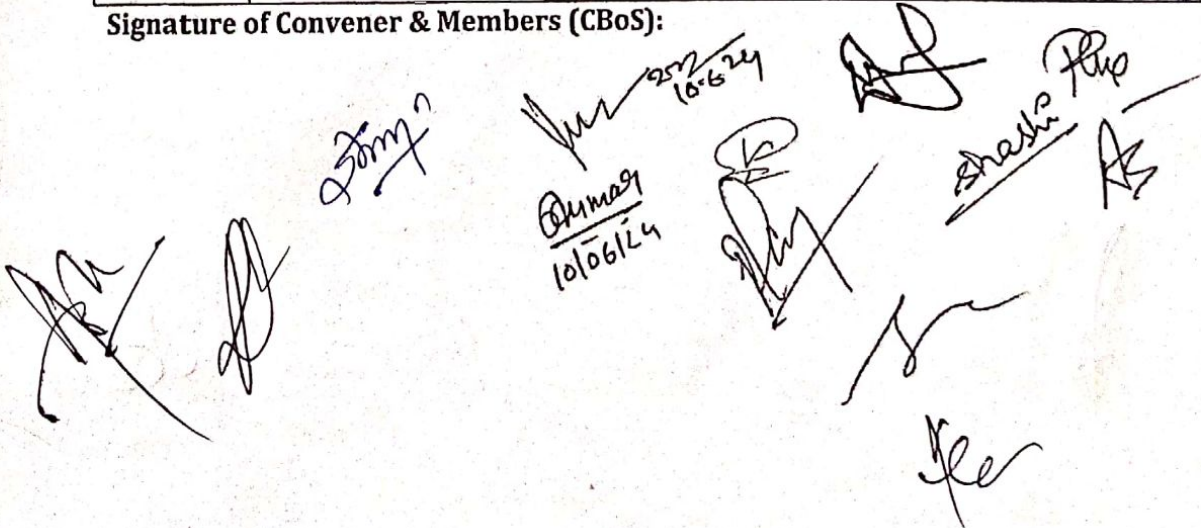


# FOUR YEAR UNDERGRADUATE PROGRAM-2024-28

## FACULTY OF COMMERCE COURSE CURRICULUM

<b>PART-A : Introduction</b>			
<b>Program: Bachelor in Commerce (Diploma/Degree/Honors)</b>		Semester- III	Session: 2024-25
1	<b>Course Code</b>	COVAC-02	
2	<b>Course Title</b>	Fundamental of Stock Market	
3	<b>Course Type</b>	Value Added Course (COVAC)	
4	<b>Pre-requisite (if any)</b>	As per program	
5	<b>Course Learning Outcomes (CLO)</b>	<ul style="list-style-type: none"> <li>Explain the concepts of investment and understand the Indian securities market environment.</li> <li>Understand the modus operandi of Stock market and regulatory framework of SEBI.</li> <li>Describe various techniques of analyzing securities under fundamental and technical analysis.</li> </ul>	
6	<b>Course Credits</b>	2 Credits	Credit = 15 Hours-learning & Observation
7	<b>Total Marks</b>	Max. Marks : 50	Minimum Passing Marks : 20
<b>PART- B: Content of the Course</b>			
Total No. of Teaching-learning Periods ( 01 Hr. Per Period)-30 Periods (30Hours)			
Unit	Topics (Course Contents)		No. of Period
I	Introduction of Investment- meaning, scope, and its types. Primary Market – meaning, importance, and its instrument, the role of SEBI in the stock market.		8
II	Secondary Market- meaning, importance, and its instruments. National Security Depository Limited- Introduction, Management, benefits.		7
III	Safety measures taken by NSDL, Services offered, Depository Act 1996- benefits, depository participant, dematerialization,		8
IV	Derivative - Derivative Future, Contract, Derivative Option Contract. FDI- meaning, importance, and its types.		7
Key Words	Investment, SEBI, Depository Act 1996, Derivative, Secondary Market. Foreign Direct Investment.		

**Signature of Convener & Members (CBOS):**





**PART- C: Learning Resources**

**Text Books, Reference Books and Others**

**Text Books Recommended: -**

- Dr. Agrawal & Kumar, SBPD Publishing House, Agra (Hindi Medium)
- Prof. V.P. Agrawal, Sahitya Bhawan Publications, Agra (Hindi Medium)
- Dr. Bimal Jaiswal & B. Venkatraman, Sahitya Bhawan Publications, Agra (English)
- Dr. I.M. Sahai, SBPD Publishing House, Agra (English Medium)

**REFERENCE BOOKS:**

- The little book of common sense investing by Jack Bogle
- A random walk down wall street by Burton g. Malkiel
- The warren buffet way by Robert g. Hagstrom

Note: learners are advised to use latest edition of text books.

**On line Resources : \* e-Resources/e-books and e-learning portals:**

1. The Psychology of Money
2. The Intelligent Investor
3. One Up on Wall Street
4. The Little Book That Still Beats the Market
5. Common Stocks and Uncommon Profits

**E-Links**

- <http://www.nseindia.com/>
- <http://www.economicstimes.indiatimes.com/markets>
- <http://www.investing.com/>
- <http://www.screener.in/>
- <http://www.moneycontrol.com/>

**PART- D : Assessment and Evaluation**

**Suggested Continuous Evaluation Methods: Maximum Marks 50 Marks**

**Continuous Internal Assessment (CIA) : 15 Marks**

**End Semester Exam. (ESE) : 35 Marks**

Continuous Internal Assessment: (CIA): (By Course Teacher)	Internal Test/Quiz:	10 & 10	Better marks out of the Two Test/Quiz +obtained marks Assignment shall be considered against 15Marks
	Assignment/Seminar+		
	Attendance	05	
	Total Marks	15	
End Semester Exam.(ESE):	Two Section :- A & B Section A :Q.1-Objective -05x1=5Marks;Q.2-Short answer type-5x2=10Marks Section B :Descriptive type qts.,1 out of 2 from each unit=4x5=20Marks		

**Name and Signature of Convener & Members of BoS :**

*[Handwritten signatures and names of the Board of Studies members]*



FOUR YEAR UNDERGRADUATE PROGRAM - (2024-28)  
DEPARTMENT OF HINDI  
COURSE CURRICULUM

PART -A : Introduction			
Program: Bachelor in Arts Certificate/Diploma/Degree/Honors		Semester - I	
		Session: 2024-25	
1	Course Code	AEC-03	
2	Course Title	हिन्दी भाषा-1	
3	Course Type	Ability Enhancement Course	
4	Pre-requisite ( if any)	As per requirement	
5	Course Learning Outcome (CLO)	1. विद्यार्थी हिन्दी भाषा एवं व्याकरण संबंधी ज्ञान से समृद्ध होंगे। 2. भाषा ज्ञान के माध्यम से भारतीय संस्कृति एवं भावनात्मक एकता के महत्व को समझने की क्षमता विकसित हो सकेगी। 3. मुहावरे एवं लोकोक्तियों का महत्व समझ सकेंगे। 4. व्यंग्य, निबंध एवं कविता विधा से परिचित होंगे। 5. निबंध लेखन एवं अपठित गद्यांश के माध्यम से विद्यार्थियों का वैदिक विकास हो सकेगा।	
6	Credit Value	2 Credits	(01 Credit = 15 Hours - learning & Observation)
7	Total Marks	Maximum Marks : 50	Minimum Passing Marks : 20

PART -B : Content of the Course		
Total No. of Teaching-Learning Periods (01 Hr. Per Period) - 30 Periods (30 Hours)		
Unit	Topics (Course Contents)	No. of Period
I	रचनाएं भारत वंदना - सूर्यकांत त्रिपाठी 'निराला' (कविता) <span style="float: right;">भोलाराम का</span> जीव - हरिशंकर परसाई (व्यंग्य) चोरी और प्रायश्चित्त - महात्मा गांधी (निबंध)	8
II	हिन्दी व्याकरण एवं शब्द रचना <span style="float: right;">उपसर्ग,</span> प्रत्यय, संधि, समास पर्यायवाची शब्द, विलोम शब्द, अनेकार्थी शब्द, समश्रुत शब्द, अनेक शब्दों के लिए एक शब्द	7
III	हिन्दी व्याकरण एवं रचना पक्ष मुहावरे एवं लोकोक्तियां पारिभाषिक शब्दावली एवं हिन्दी में पदनाम, शब्द शुद्धि, वाक्य शुद्धि	8
IV	रचनात्मक लेखन निबंध लेखन अपठित गद्यांश (नोट विद्यार्थी को किसी एक विषय पर निबंध व प्रदत्त गद्यांश का शीर्षक तथा सारांश लिखना होगा।)	7
Keywords		

Signature of Convener & members (CBoS):



<b>PART -C : Learning Resource</b>
<b>Text Books, Reference Books and Others</b>
1. भारतीयता के अमर रत्न - डॉ. धनंजय वर्मा, मध्यप्रदेश हिन्दी अकादमी 2. आधुनिक हिन्दी व्याकरण और रचना -- डॉ. वासुदेव नंदन 3. हिन्दी भाषा और व्यवहार - डॉ. गंगा चरण त्रिपाठी 4. हिन्दी व्याकरण माला - डॉ. के.आर. गहिया, डॉ. विमलेश शर्मा 5. हिन्दी व्याकरण - कागता प्रसाद गुरु
<b>Online Resources -</b>
1 www.bookspace.in 2 https://libgmm.com 3 https://www.gkexams.com

<b>PART -D : Assessment And Evaluation</b>		
<b>Suggested Continuous Evaluation Methods :</b> Maximum Marks : 50 Marks Continuous Internal Assessment (CIA) : 15 Marks End Semester Exam (ESE) : 35 Marks		
<b>Continuous Internal Assessment : (CIA) :</b> (By Course Teacher)	<b>Internal Test/Quiz-(2) : 10 &amp; 10</b> Marks Assignment/Seminar+Attendan ce - 05 Total Marks 15	Better marks out of the two Text/Quiz obtained marks in assignment shall be considered against 15 Marks
<b>End Semester Exam (ESE) :</b>	<b>Two Section - A &amp; B</b> Section A : Q1 Objective - 05X1=05 Marks Section A : Q2 Short Answer Type - 5X2=10 Marks Section B : Descriptive Answer Type Qts. 1 out of 2 From Each Unit - 4X5=20 Marks Total =35 Marks	

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# FOUR YEAR UNDERGRADUATE PROGRAM-2024-28

## FACULTY OF COMMERCE COURSE CURRICULUM

PART-A : Introduction		
<b>Program : Bachelor in Commerce (Diploma/Degree/Honors)</b>	<b>Semester- IV</b>	<b>Session : 2024-25</b>
1	<b>Course Code</b>	COSC-10
2	<b>Course Title</b>	Business Statistics
3	<b>Course Type</b>	Discipline Specific Course (COSC)
4	<b>Pre-requisite (if any)</b>	As per program
5	<b>Course Learning Outcomes (CLO)</b>	<ul style="list-style-type: none"> <li>Understand the basic knowledge of data collection and various statistical elementary tools.</li> <li>Develop the ability to analyse and interpret data to provide meaningful information to assist in management decision.</li> <li>Apply appropriate graphical and numerical descriptive statistics for different types of data.</li> <li>Analyse statistical data graphically using frequency distributions and cumulative frequency distributions, measures of central tendency, dispersion and location.</li> <li>Find the inter-relation between two or more phenomena with the help of curve fitting and correlation-regression analysis.</li> </ul>
6	<b>Credit Value</b>	<b>4 Credits</b> Credit = 15 Hours-learning & Observation
7	<b>Total Marks</b>	<b>Max. Marks : 100</b> <b>Minimum Passing Marks : 40</b>
PART- B: Content of the Course		
Total No. of Teaching-learning Periods ( 01 Hr. per period)-60 Periods (60 Hours)		
Unit	Topics (Course Contents)	No. of Period
I	<b>Introduction to Statistics:</b> Meaning, Scope, Importance and Limitation, Collection of Data: Primary and Secondary Data, Editing of Data, Classification of Data, Frequency Distribution and Statistical Series, Tabulation of Data, Diagrammatical and Graphical Presentation of Data	15
II	<b>Measures of Central tendency:</b> Mean, Median, Mode, Geometric and Harmonic Mean; <b>Dispersion:</b> Range, Quartile, Percentile, Quartile Deviation, Standard Deviation and its Co-efficient, Co-efficient of Variations and Variance, Test of Skewness and Dispersion, Its Importance, Co-efficient of Skewness. Partition values.	15
III	<b>Correlation:</b> Meaning, Application, Types and Degree of Correlation, Methods-Scatter Diagram, Karl Pearson's Coefficient of Correlation, Spearman's Rank Coefficient of Correlation. <b>Regression Analysis:</b> Meaning and Definition, Uses and Utility of Regression Analysis, Constructions of Regression Lines, Regression Coefficient, Determination of Coefficient of Correlation by Regression Coefficients, Properties of Regression Coefficient, Comparison of Correlation and Regression Analysis.	15
IV	<b>Index Number:</b> Meaning, Types and Uses, Method of Constructing Price Index Number, Fixed: Based Method, Chain-Base Method, Base conversion, Base Shifting Deflating and Splicing. Consumer Price Index Number, Fisher's Ideal Index Number, Reversibility Test Time and Factor; <b>Analysis of Time Series:</b> Meaning, Importance and Components of a Time Series. Decomposition of Time Series: Measurement of Square Trend.	15



Key Words	Statistics, Collection of Data Frequency Distribution, Measures of Central Tendency, Dispersion, Skewness, Correlation, Regression, Index Numbers, Analysis of Time Series.
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Signature of Convener & Members (CBoS):

<b>PART- C: Learning Resources</b>		
<b>Text Books, Reference Books and Others</b>		
<b>Text Books Recommended:-</b>		
1. Dr.S.M.Shukla & Dr. S.P.Sahaya,Sahitya Bhawan Publication,Agra(Hindi & English Medium)		
2.Gupta, S.C. Fundamental of Statistics, Himalaya Publication.		
3. Gupta S.P. & Gupta Archana, Elementary Statistics, (English and Hindi) Sultan Chand & Sons,New Delhi.		
4.Dr.Gupta,Sharma,Dandekar,SBPD,Publishing House,Agra(Hindi & English Medium)		
Note: Learners are advised to use latest edition of text books.		
<b>Reference Books:</b>		
1.Heinz, Kohler: Statistics for Business & Economics, HarperCollins;		
2.Sharma J.K, Business Statistics, Person Education		
<b>On line Resources : * e-Resources/e-books and e-learning portals:</b>		
<a href="https://www.youtube.com/watch?v=UjPTKJ2API8">https://www.youtube.com/watch?v=UjPTKJ2API8</a>		
<a href="https://www.youtube.com/playlist?list=PLCyCyhRyXPpb6l5Aru-fMvXHMVjBWL9l">https://www.youtube.com/playlist?list=PLCyCyhRyXPpb6l5Aru-fMvXHMVjBWL9l</a>		
<a href="https://www.youtube.com/playlist?list=PL9Cd7H8NFRQzA0_e8epz4l5rBCP2-mBWT">https://www.youtube.com/playlist?list=PL9Cd7H8NFRQzA0_e8epz4l5rBCP2-mBWT</a>		
<a href="https://onlinecourses.swayam2.ac.in/cec20_mg13/preview">https://onlinecourses.swayam2.ac.in/cec20_mg13/preview</a>		
<a href="https://www.classcentral.com/course/swayam-bcoc-134-business-mathamatics-and-statistics-59093">https://www.classcentral.com/course/swayam-bcoc-134-business-mathamatics-and-statistics-59093</a>		
<b>PART -D : Assessment and Evaluation :</b>		
<b>Suggested Continuous Evaluation Methods: Maximum Marks-</b>		<b>100 Marks</b>
<b>Continuous Internal Assessment (CIA) :</b>		<b>30 Marks</b>
<b>End Semester Exam. (ESE) :</b>		<b>70 Marks</b>
Continuous Internal Assessment : (CIA) (By Course Teacher)	Internal Test/Quiz(2): 20 & 20 Assignment/Seminar: 10 Total Marks: 30	Highest marks out of the Two Test/Quiz+obtained marks in Assignment shall be considered against 30 Marks
End Semester Exam.(ESE):	Two Section :- A & B Section A :Q.1-Objective-10x1=10Marks;Q.2-Short answer type-5x4=20 Marks Section B : Descriptive answer type qts.,1 out 2 from each unit-4x10=40Marks	

Name and Signature of Convener & Members of (CBoS) :



# FOUR YEAR UNDERGRADUATE PROGRAM-2024-28

## FACULTY OF COMMERCE COURSE CURRICULUM

PART-A : Introduction			
Program : Bachelor In Commerce (Diploma/Degree/Honors)		Semester-IV	Session : 2024-25
1	Course Code	COSC-11	
2	Course Title	Cost Accounting	
3	Course Type	Discipline Specific Course (COSC)	
4	Pre-requisite (If any)	As per program	
5	Course Learning Outcomes (CLO)	<ul style="list-style-type: none"> <li>Acquire conceptual knowledge of cost accounting and able to solve various decision-making problems that takes place in business.</li> <li>Evaluate the costs and benefits of different conventional and contemporary costing systems</li> <li>Understand different elements of cost and calculate material and labour cost.</li> <li>Able to prepare cost sheet to know the cost of a product.</li> <li>Determine contract cost, job-cost, batch cost, &amp; process cost.</li> </ul>	
6	Credit Value	4 Credits	Credit = 15 Hours-learning & Observation
7	Total Marks	Max. Marks : 100	Minimum Passing Marks : 40
PART -B: Content of the Course			
Total No. of Teaching-learning Periods ( 01 Hr. per period)-60Periods (60Hours)			
Unit	Topics (Course Contents)	No. of Period	
Unit- 1	<b>Concept and Nature of Cost Accounting:</b> Meaning of cost and costing , Importance and features of costing , Cost classification , Concept of cost unit, Cost center, Establishment of an Idle cost accounting system. <b>Accounting for Material:</b> Direct and Indirect material, Valuation of material, Principal of valuation of material, Material control, Purchases, Objective and functions of purchase department, <b>Inventory control-</b> Meaning and techniques of inventory control.	15.	
Unit- 2	<b>Employee Cost:</b> Meaning and classification of employee cost, Requisite of a good wage and Incentive system, Time and piece rate plans, Profit sharing, Employee productivity and cost. <b>Labour cost control-</b> techniques, Employee turnover, Remuneration and Incentive schemes (Rowan and Halsey Plan only) <b>Overheads -</b> Definition and classification, Production overheads -allocation and apportionment of cost, Meaning and Methods of cost absorption, Treatment of over-absorption & under-absorption of overheads, Administration and selling & distribution overheads.	15	
Unit- 3	<b>Unit Output Costing -</b> Concept and Need for Unit Output Costing, Preparation of Cost Sheet & Cost Statement and Tender Price, <b>Reconciliation of Cost and Financial accounts.</b>	15	
Unit- 4	<b>Contract Costing-</b> Methods of cost determination in contract costing, Escalation clause and cost- plus contract, <b>Job Costing-</b> Meaning of Job Cost, Preparation of Job Cost Sheet , <b>Batch Costing-</b> Meaning of Batch Cost and its application in today's Industry. <b>Process Costing -</b> Meaning and application of process costing, Methods of determination of cost in process costing, Normal and abnormal loss and gain, Costing of Joint-product and by-product	15	
Key Words	Cost Accounting, Accounting for Material, Inventory Control, Employee Cost, Overheads, Unit Out-Put Cost, Reconciliation, Contract Costing, Process Costing		

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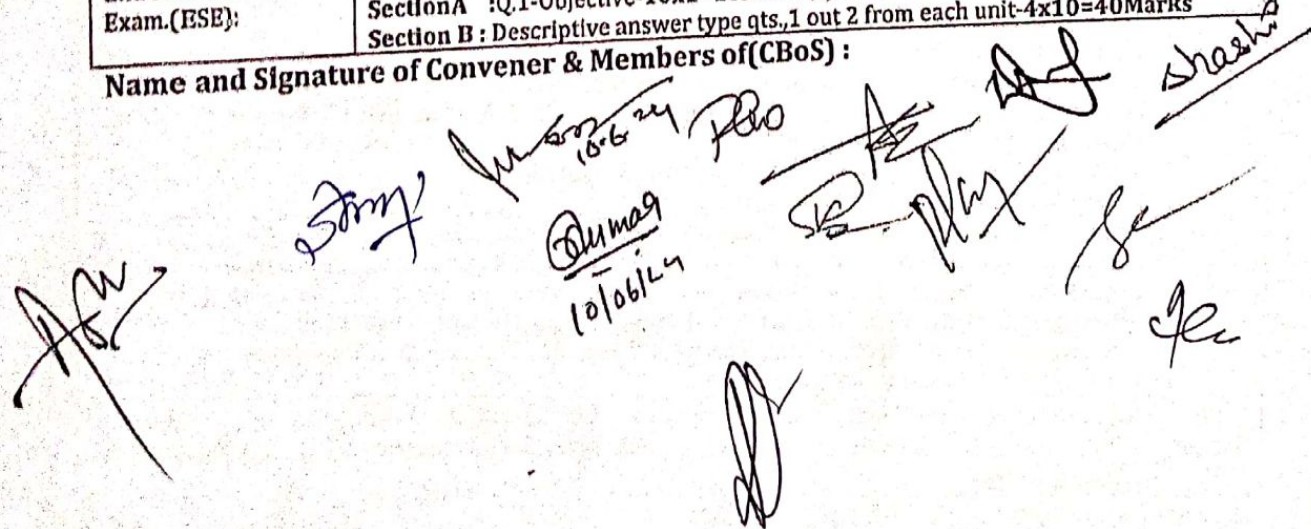
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**Signature of Convener & Members (CBoS):**

<b>PART- C: Learning Resources</b>		
<b>Text Books, Reference Books and Others</b>		
<b>Text Books Recommended:-</b>		
1. Jain S.P. and Narang K.L.: Cost Accounting ; Kalyani New Delhi		
2. Arora M.N.; Cost Accounting -Principles and Practice , Vikas ,New Delhi		
3. Jawahar Lal ; Cost Accounting : McGraw Hill Education		
4. M.L. Agrawal & K.L.Gupta Sahitya Bhawan Agra,(Hindi & English Medium)		
5. Dr.B.K. Mehata, SBPD, Publishing House, Agra, (Hindi & English Medium)		
<b>Note: Learners are advlsed to use latest edition of text books.</b>		
<b>Reference Books:</b>		
1. Banarjee, B. Cost Accounting – Theory and Practice New Delhi		
2. Taxman's Cost Accounting ,New Delhi		
3. Iyengar, S.P. Cost Accounting, Sultan Chand & Sons		
4. Maheshwari S.N.: Advanced Problems and Solutions in Cost Accounting ; Sultan Chand, New Delhi		
<b>On line Resources : * e-Resources/e-books and e-learning portals:</b>		
<a href="https://onlinecourses.nptel.ac.in/noc23_mgB1/preview">https://onlinecourses.nptel.ac.in/noc23_mgB1/preview</a>		
<a href="https://sultan-chand.com/books/view/604">https://sultan-chand.com/books/view/604</a>		
<a href="https://www.youtube.com/playlist?list=PLAaH02ofZZRBTkHb-Moy11opzd18YastV">https://www.youtube.com/playlist?list=PLAaH02ofZZRBTkHb-Moy11opzd18YastV</a>		
<a href="https://www.youtube.com/watch?v=-d3bMxsxzQY">https://www.youtube.com/watch?v=-d3bMxsxzQY</a>		
<a href="https://www.youtube.com/playlist?list=PLJ_01 DIRlyecX0A3alkTVmpleeU_uzHg">https://www.youtube.com/playlist?list=PLJ_01 DIRlyecX0A3alkTVmpleeU_uzHg</a>		
<b>PART -D : Assessment and Evaluation :</b>		
<b>Suggested Continuous Evaluation Methods: Maximum Marks</b>		<b>100 Marks</b>
<b>Continuous Internal Assessment (CIA) :</b>		<b>30 Marks</b>
<b>End Semester Exam. (ESE) :</b>		<b>70 Marks</b>
<b>Continuous Internal Assessment : (CIA) (By Course Teacher)</b>	Internal Test/Quiz (2):	20 & 20
	Assignment/Seminar:	10
	Total Marks:	30
		Highest marks out of the Two Test/Quiz+obtained marks in best two and Assignment shall be considered against 30 Marks
<b>End Semester Exam.(ESE):</b>	Two Section :- A & B	
	<b>Section A : Q.1-Objective-10x1=10Marks; Q.2-Short answer type-5x4=20 Marks</b>	
	<b>Section B : Descriptive answer type qts, 1 out 2 from each unit-4x10=40Marks</b>	

**Name and Signature of Convener & Members of(CBoS) :**


  
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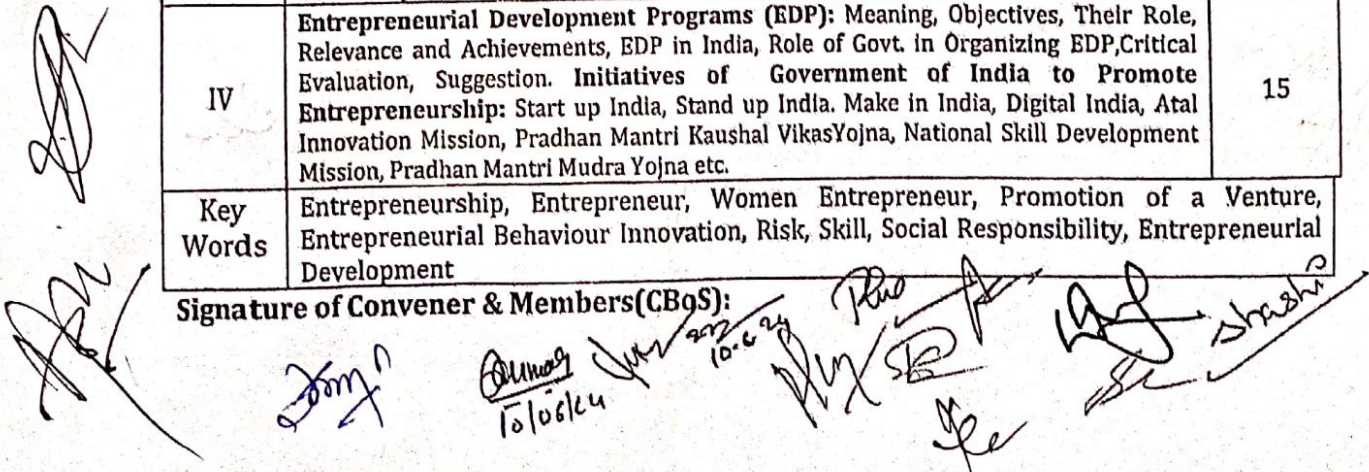


# FOUR YEAR UNDERGRADUATE PROGRAM-2024-28

## FACULTY OF COMMERCE COURSE CURRICULUM

PART-A : Introduction			
Program : Bachelor in Commerce (Diploma/Degree/Honors)		Semester- IV	Session : 2024-25
1	Course Code	COSC-12	
2	Course Title	Fundamental of Entrepreneurship	
3	Course Type	Discipline Specific Course (COSC)	
4	Pre-requisite (if any)	As per program	
5	Course Learning Outcomes (CLO)	<ul style="list-style-type: none"> <li>Explore entrepreneurial culture and industrial growth so as to preparing them to set up and manage their own small units.</li> <li>Choose entrepreneurship as career and can take part in startups.</li> <li>Explore government support available to entrepreneurship activities.</li> <li>Explain the entrepreneur concepts, gain knowledge in the financial institution, project report incentives and subsidies.</li> <li>Understand the stages of the entrepreneur process, personal creativity and entrepreneurial initiative.</li> </ul>	
6	Credit Value	4 Credits	Credit = 15 Hours-learning & Observation
7	Total Marks	Max. Marks : 100	Minimum Passing Marks : 40
PART -B: Content of the Course			
Total No. of Teaching-learning Periods (01 Hr. per period)-60Periods (60Hours)			
Unit	Topics (Course Contents)	No. of Period	
I	<b>Entrepreneurship:</b> Meaning, Definition, Origin and Development, Concepts, Characteristics, Importance, Theories of Entrepreneurship, Role of socio-economic environment, Emergence of Entrepreneurial Class, Intra-preneurship, Techno-preneurship, Netr-preneurship, Eco-preneurship. <b>Entrepreneur:</b> Meaning, Definition, Characteristics, Importance, Functions and Qualities. <b>Women Entrepreneur:</b> Motivational Factors, Opportunities, Problems and Challenges, Incentives for Women Entrepreneurs.	15	
II	<b>Promotion of a Venture:</b> Concepts of Business Venture, Stages for promotion of a Venture, External Environmental Analysis: Meaning, Factors & Techniques, Evaluation of Start-up Problem, <b>Legal Requirements for Establishment of a New Unit, Raising of Funds:</b> Fund Requirement, Types of Fund Requirement, Sources of Raising Funds, Venture Capital: Meaning, Sources and Documentation Required.	15	
III	<b>Entrepreneurial Behaviour:</b> Meaning, Features, Emergence of Entrepreneurial Behaviours.Tendencies of Entrepreneurial Behaviours. <b>Innovation and Entrepreneur:</b> Meaning, Characteristics, Types, Barriers, Stages and Process of Innovation,Strategiesof Innovation. <b>Entrepreneur and Risk-Taking Capacity:</b> Meaning, Characteristics, Classification, Stages of Risk, Risk Management Process. <b>Entrepreneurial Skills:</b> Meaning & Basic Elements, Project Development or Technical Skills, Enterprise Management Skills, Enterprise Building Skills. <b>Social Responsibility of Entrepreneurship</b>	15	
IV	<b>Entrepreneurial Development Programs (EDP):</b> Meaning, Objectives, Their Role, Relevance and Achievements, EDP in India, Role of Govt. in Organizing EDP,Critical Evaluation, Suggestion. <b>Initiatives of Government of India to Promote Entrepreneurship:</b> Start up India, Stand up India. Make in India, Digital India, Atal Innovation Mission, Pradhan Mantri Kaushal VikasYojna, National Skill Development Mission, Pradhan Mantri Mudra Yojna etc.	15	
Key Words	Entrepreneurship, Entrepreneur, Women Entrepreneur, Promotion of a Venture, Entrepreneurial Behaviour Innovation, Risk, Skill, Social Responsibility, Entrepreneurial Development		

Signature of Convener & Members(CBs):





**PART-C :Learning Resources****Text Book, Reference Books and Others****Text Books Recommended:-**

- 1.Prof.R.C.Agrawal, SBPD Publishing House ,Agra (Hindi Medium)
- 2.Gupta Dr. O.P., Entrepreneurship SBPD Publishing House, Agra(English Medium)
- 3.Dr.Amst Kumar & Dr. Amita Dubey,Sahitya Bhawan Publications,Agra (English Medium)
- 4.Dr.A.K.Mishra &Dr.P.K.Agrawal,Sahitya Bhawan Publications, Agra (Hindi Medium)
- 5.Kothari, Mishra, Sahu, Entrepreneurship Development, Ramesh Book Depot, Jaipur
- 6.Arora Renu, Sood S.K., Udhyami karan ke Mool Siddhant, Kalyani Publshers New Delhi

Note: Learners are advised to use latest edition of text books.

**Reference Books:**

01. Ilfrich, Manimala, Peters & Shepherd, Entrepreneurship, McGraw Hill
02. Desai, Vasant, Dynamics of Entrepreneurial Development and Management, Himalaya Publishing House, New Delhi
03. Prasanna Chandra, Project Preparation, Appraisal & Implementation Tata McGraw Hill, New Delhi
04. Khankha S.S., Entrepreneurial Development, S. Chand & Company, Delhi,

**On line Resources : \* e-Resources/e-books and e-learning portals:**

- [https://onlinecourses.swayam2.ac.in/cec20\\_mg19/preview](https://onlinecourses.swayam2.ac.in/cec20_mg19/preview)  
[https://onlinecourses.nptel.ac.in/noc23\\_mg126/preview](https://onlinecourses.nptel.ac.in/noc23_mg126/preview)  
[https://onlinecourses.nptel.ac.in/noc24\\_mg67/preview](https://onlinecourses.nptel.ac.in/noc24_mg67/preview)  
<https://www.youtube.com/watch?v=UEngvxZ11sw>  
<https://www.youtube.com/playlist?list=PLXPpRtAbi0JxktoB8gwkgHt1jDCm0oqsS>

**PART - D : Assessment and Evaluation :**

<b>Suggested Continuous Evaluation Methods: Maximum Marks</b>		<b>100 Marks</b>
<b>Continuous Internal Assessment (CIA) :</b>		<b>30 Marks</b>
<b>End Semester Exam. (ESE) :</b>		<b>70 Marks</b>
Continuous Internal Assessment : (CIA) (By Course Teacher)	Internal Test/Quiz (2):	20 & 20
	Assignment/Seminar:	10
	Total Marks:	30
		Highest marks out of the Two Test/Quiz+obtained marks in best two and Assignment shall be considered against -30 Marks
End Semester Exam.(ESE):	Two Section :- A & B Section A :Q.1-Objective -10x1=10Marks;Q.2-Short answer type-5x4=20 Marks Section B : Descriptive answer type qts.,1 out 2 from each unit-4x10=40Marks	

Name and Signature of Convener & Members of (CBoS) :

*(Handwritten signatures and names of Convener & Members of CBoS)*



# FOUR YEAR UNDERGRADUATE PROGRAM-2024-28

## FACULTY OF COMMERCE COURSE CURRICULUM

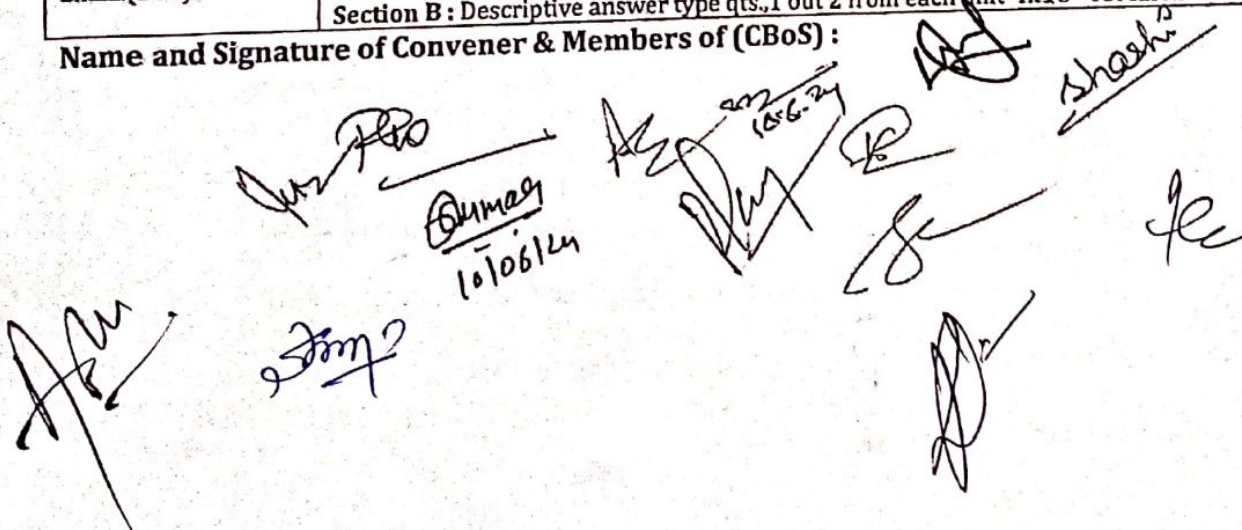
PART-A : Introduction			
Program : Bachelor in Commerce (Diploma/Degree/Honors)		Semester- IV	Session : 2024-25
1	Course Code	COSE-02 (Gr.-I-Management)	
2	Course Title	Business Organization (Gr.-I-Management)	
3	Course Type	Discipline Specific Elective (COSE) (Gr.-I-Management)	
4	Pre-requisite (if any)	As per program	
5	Course Learning Outcomes (CLO)	<ul style="list-style-type: none"> <li>Ability to understand the concept of various forms of business organization.</li> <li>Identify and explain the managerial skills used in business.</li> <li>Ability to understand the concept of business organization along with the basic laws and norms of business organization.</li> <li>Ability to understand the terminologies associated with the field of business organization along with their relevance.</li> <li>Ability to identify the appropriate types of functioning of business organization for solving different problems.</li> </ul>	
6	Credit Value	4 Credits	Credit = 15 Hours-learning & Observation
7	Total Marks	Max. Marks : 100	Minimum Passing Marks : 40
PART -B: Content of the Course			
Total No. of Teaching-learning Periods ( 01 Hr. per period)-60 Periods (60Hours)			
Unit	Topics (Course Contents)		No. of Period
I	<b>Concept and Forms of Business Organisations</b> :Concepts of Business, Trade, Industry and Commerce- Objectives and functions of Business--Social Responsibility of a business, Responsible Business, Ethical Conduct & Human Values. <b>Forms of Business Organisation</b> -Meaning, Characteristics, Advantages and Disadvantages of Sole Proprietorship - Meaning, Characteristics, Advantages and Disadvantages of Partnership - Kinds of Partners - Partnership Deed - Concept of Limited liability partnership - Meaning, Characteristics, Advantages and Disadvantages of Hindu Undivided Family - Meaning, Advantages and Disadvantages of Co-operative Organisation.		15
II	<b>JOINT STOCK COMPANY</b> : Joint Stock Company - Meaning, Definition, Characteristics - Advantages and Disadvantages, Code of Business Ethics. Kinds of Companies - <b>Promotion</b> - Stages of Promotion - Promoter - Characteristics - Kinds- Preparation of Important Documents - Memorandum of Association - Clauses - Articles of Association -Contents -Prospectus - Contents - Red herring Prospectus- Statement In lieu of Prospectus (as per Companies Act,2013).		15
III	<b>Business Combination &amp; Production Planning</b> : Business Combination-Meaning, characteristics, objectives, causes, forms and kinds of business Combination, Rationalization-Meaning, characteristics, objective, Principle, Merits and Demerits, difference between Rationalization and Nationalization		15
IV	<b>Nature of Product Planning &amp; Pricing</b> : Meaning, Definition, Characteristics, Scope, Importance and Advantages of Product Planning, Techniques of Product Planning and Control. <b>Pricing</b> - Meaning, Components of Pricing, Objective, Principle of Pricing, Importance, Factors affecting Pricing Decisions, Pricing Strategies and Pricing Policies.		15
Key	Business Organization, Social Responsibility, Sole Proprietorship, Partnership, HUF, Joint Stock		



**Signature of Convener & Members (CBoS):**

<b>PART- C: Learning Resources</b>			
<b>Text Books, Reference Books and Others:</b>			
<b>Text Books Recommended:-</b>			
1. Agrawal, R.C., Modern Business Organisation, Sahitya Bhawan, Agra, (Hindi & English Medium)			
2. Agrwal, R.C., Business Organisation, Navyug Sahitya Bhawan, Agra (Hindi Medium)			
3. Gupta, R.C., Business Organisation, Shival Agrawal & Company, Indore			
<b>Note: Learners are advised to use latest edition of text books.</b>			
<b>Reference Books:</b>			
1. Basu, C. R. Business Organization and Management. New Delhi: McGraw Hill			
2. Chhabra, T. N., Business Organization and Management. New Delhi: Sun India Publications.			
3. Gupta, C. B. Modern Business Organization. New Delhi: Mayur Paperbacks.			
4. Kaul, V.K., Business Organization and Management, Text and Cases. New Delhi: Pearson Education.			
5. Koontz, H., & Weihrich, H. Essentials of Management. New York: McGraw Hill Education.			
6. Singh, B. P., & Singh, A. K. Essentials of Management. New Delhi: Excel Books.			
<b>On line Resources : * e-Resources/e-books and e-learning portals:</b>			
<a href="https://www.pup.ac.in/e-Content/edetails.php?id=539">https://www.pup.ac.in/e-Content/edetails.php?id=539</a>			
<a href="https://onlinecourses.swayam2.ac.in/cec22_mg07/preview">https://onlinecourses.swayam2.ac.in/cec22_mg07/preview</a>			
<a href="https://www.classcentral.com/course/swayam-bussiness-organisation-and-management-59102">https://www.classcentral.com/course/swayam-bussiness-organisation-and-management-59102</a>			
<a href="https://youtu.be/AX2F0tKFFmY?si=G66x-gpkgekelhqz">https://youtu.be/AX2F0tKFFmY?si=G66x-gpkgekelhqz</a>			
<a href="https://youtu.be/2TZXH3YE3Hw?si=3pGKk2F804u-00hL">https://youtu.be/2TZXH3YE3Hw?si=3pGKk2F804u-00hL</a>			
<b>PART -D : Assessment and Evaluation :</b>			
<b>Suggested Continuous Evaluation Methods:</b>		<b>Maximum Marks</b>	<b>100 Marks</b>
<b>Continuous Internal Assessment (CIA) :</b>			<b>30 Marks</b>
<b>End Semester Exam. (ESE) :</b>			<b>70 Marks</b>
<b>Continuous Internal Assessment : (CIA) (By Course Teacher)</b>	<b>Internal Test/Quiz (2):</b>	<b>20 &amp; 20</b>	<b>Highest marks out of the Two Test/Quiz+obtained marks in best two and Assignment shall be considered against -30 Marks</b>
	<b>Assignment/Seminar:</b>	<b>10</b>	
	<b>Total Marks:</b>	<b>30</b>	
<b>End Semester Exam.(ESE):</b>	<b>Two Section :- A &amp; B</b>		
	<b>Section A : Q.1-Objective -10x1=10Marks; Q.2-Short answer type-5x4=20 Marks</b>		
	<b>Section B : Descriptive answer type qts., 1 out 2 from each unit-4x10=40Marks</b>		

**Name and Signature of Convener & Members of (CBoS) :**


  
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# FOUR YEAR UNDERGRADUATE PROGRAM-2024-28

## FACULTY OF COMMERCE COURSE CURRICULUM

PART-A : Introduction		
Program : Bachelor in Commerce (Diploma/Degree/Honors)	Semester- IV	Session : 2024-25
1	Course Code	COSE-02 (Gr.-II – Finance )
2	Course Title	Financial Market Operations (Gr.-II – Finance )
3	Course Type	Discipline Specific Elective Course (COSE)(Gr.-II-Finance)
4	Pre-requisite (if any)	As per program
5	Course Learning Outcomes (CLO)	<ul style="list-style-type: none"> <li>• Explain the basic concepts of capital market and money market.</li> <li>• Apply and critically evaluate finance and investment theory with particular reference to the operation of financial markets.</li> <li>• Understand the main provisions of SEBI and risks faced by investors.</li> <li>• Analyze how financial markets and instruments operate and how they can be used to achieve economic objectives.</li> <li>• Evaluate the financial services provided according to the guidelines of SEBI.</li> </ul>
6	Credit Value	4 Credits      Credit = 15 Hours-learning & Observation
7	Total Marks	Max. Marks : 100      Minimum Passing Marks : 40
PART- B: Content of the Course		
Total No. of Teaching-learning Periods ( 01 Hr. per period)-60Periods(60Hours)		
Unit	Topics (Course Contents)	No. of Period
I	<b>An Overview of Financial Market in India:</b> <b>Money Market:</b> Indian money market's composition and structure; (a) Acceptance houses, (b) Discount houses and (c) Call money market; Recent trends in Indian money market.	15
II	<b>Capital Market:</b> Security market - (a) New issue market, (b) Secondary market; Functions and role of stock exchange; listing procedure and legal requirements; <b>Public issue</b> - pricing and marketing; Stock exchanges - National Stock Exchange, Bombay stock exchange	15
III	<b>Securities contract and Regulations Act:</b> Main provisions. Investors Protection: Grievances concerning stock exchange dealings and their removal; Grievance cells in stock exchanges; <b>SEBI;</b> Company Law Board; Press; Remedy through courts	15
IV	<b>Functionaries on Stock Exchanges:</b> Brokers, sub brokers, market makers, jobbers, portfolio consultants, institutional investors, and NRIs. <b>Financial Services :</b> Merchant banking-Functions and roles; SEBI guide-lines; <b>Credit rating</b> - Concept, Functions, and Types.	15
Key Words	Financial Market, Money Market, Capital Market, Stock Exchange, NSE, Securities, SEBI, Portfolio, Financial Services, Merchant Banking, Credit Rating	

Signature of Convener & Members (CBoS):

Multiple handwritten signatures in black ink are present below the signature line, including names like 'Anurag' and dates like '10/06/24'.



**PART- C: Learning Resources**

**Text Books, Reference Books and Others:**

**Text Books Recommended:-**

1. Dr. Agrawal & Kumar, SBPD Publishing House, Agra (Hindi Medium)
2. Dr. I.M. Sahi, SBPD, Publishing House, Agra (English Medium)
3. Prof. V.P. Agrawal, Sahitya Bhawan Publications, Agra (Hindi Medium)
4. Dr. Bimal Jaiswal & Dr. Bhuvana Venkatraman, Sahitya Bhawan Publications (English Medium)
5. Dr. Nidhi Bansal, Dr. S. Sharma, S. Gupta, Thakur Publications Pvt. Ltd., Lucknow.

Note: Learners are advised to use latest edition of text books.

**Reference Books:**

1. V.A. Avadhani, Investment and Securities Market in India, Himalaya Publishing House.
2. Prasanna Chandra, Security Analysis and Portfolio Management, Tata McGraw-Hill.
3. Sanjeev Agarwal, A Guide to Indian Capital Market, Bharat Publishers.
4. Ravi Puliani and Mahesh Puliani, Manual of SEBI, Bharat Publication.

**On line Resources : \* e-Resources/e-books and e-learning portals:**

- [https://www.youtube.com/playlist?list=PLZ5wXJSSDMWPoh5mmbS\\_DmdUCcXIXtSoh](https://www.youtube.com/playlist?list=PLZ5wXJSSDMWPoh5mmbS_DmdUCcXIXtSoh)
- <https://www.youtube.com/watch?v=5if2mGH500o>
- [https://www.youtube.com/watch?v=7zqk30\\_TlMY](https://www.youtube.com/watch?v=7zqk30_TlMY)
- [https://onlinecourses.swayam2.ac.in/imb20\\_mg17/preview](https://onlinecourses.swayam2.ac.in/imb20_mg17/preview)
- [https://onlinecourses.nptel.ac.in/noc20\\_mg19/preview](https://onlinecourses.nptel.ac.in/noc20_mg19/preview)

**PART-D : Assessment and Evaluation :**

<b>Suggested Continuous Evaluation Methods: Maximum Marks</b>		<b>100 Marks</b>
<b>Continuous Internal Assessment (CIA) :</b>		<b>30 Marks</b>
<b>End Semester Exam. (ESE) :</b>		<b>70 Marks</b>
Continuous Internal Assessment : (CIA) (By Course Teacher)	Internal Test/Quiz (2): 20 & 20 Assignment/Seminar: 10 Total Marks: 30	Highest marks out of the Two Test/Quiz+obtained marks in best two and Assignment shall be considered against -30 Marks
End Semester Exam.(ESE):	Two Section :- A & B Section A : Q.1-Objective -10x1=10Marks; Q.2-Short answer type-5x4=20 Marks Section B : Descriptive answer type qts., 1 out of 2 from each unit-4x10=40Marks	

**Name and Signature of Convener & Members of (CBoS) :**

*(Handwritten signatures and names of Convener & Members of CBoS)*



# FOUR YEAR UNDERGRADUATE PROGRAM-2024-28

## FACULTY OF COMMERCE COURSE CURRICULUM

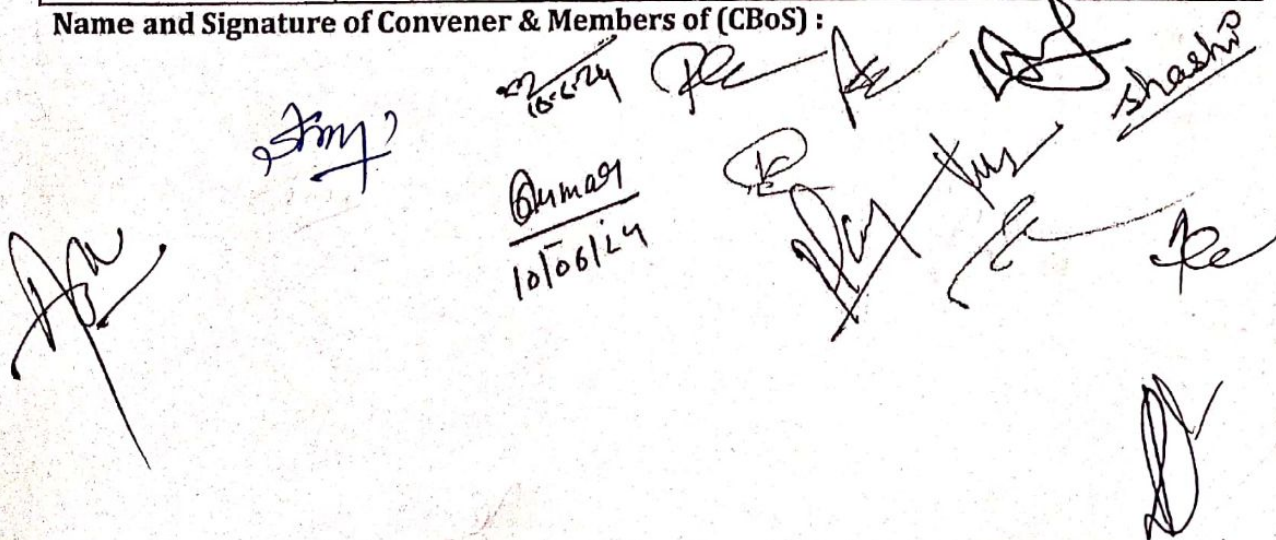
PART-A : Introduction			
Program : Bachelor in Commerce (Diploma/Degree/Honors)		Semester- IV	Session : 2024-25
1	Course Code	COSE-02 (Gr.-III-Marketing)	
2	Course Title	International Marketing (Gr.-III-Marketing)	
3	Course Type	Discipline Specific Elective Course(COSE)(Gr.-III-Marketing)	
4	Pre-requisite (if any)	As per program	
5	Course Learning Outcomes (CLO)	<ul style="list-style-type: none"> <li>Understand the International market and customer needs across multiple foreign countries.</li> <li>Explain export import policy and develop an understanding of export business.</li> <li>Evaluate the International pricing and methods.</li> <li>Develop international marketing skills for advertising, personal selling.</li> <li>Analyze the impact of international marketing on economic growth of any society.</li> </ul>	
6	Credit Value	4 Credits	Credit = 15 Hours-learning & Observation
7	Total Marks	Max. Marks : 100	Minimum Passing Marks : 40
PART-B: Content of the Course			
Total No. of Teaching-learning Periods ( 01 Hr. per period)-60Periods (60Hours)			
Unit	Topics (Course Contents)	No. of Period	
I	<b>International Marketing:</b> Nature, Definition and Scope of International Marketing, Domestic Marketing v/s International Marketing, International environment-external and internal. <b>Identifying and Selecting Foreign Market:</b> Foreign Market entry mode decision.	15.	
II	<b>Product Planning for international market:</b> Product designing, Standardization vs. adaption, Branding and Packaging, Labeling and quality issues, after sales service. <b>International Pricing:</b> Factors influencing International Price, Pricing process and methods, international price quotation and payment terms.	15	
III	<b>Promotion and Product/Services abroad:</b> Methods of International promotion, Direct mail and sales literature, Advertising, Personal selling, Trade fairs and exhibitions <b>International Distribution:</b> Distribution channels and logistics decisions, Selection and appointment of foreign sales agents.	15	
IV	<b>Export Policy and Practices In India:</b> EXIM policy-an overview, Trends in India's foreign trade, steps in starting an export business, Product selection, Market selection, Export pricing, Export finance, Documentation, Export procedures, Export assistance and incentives.	15	
Key Words	International Marketing, International Environment, Foreign Market, Product Planning, International Pricing, Promotion, Product, Distribution, Export Policy, EXIM Policy, Foreign Trade.		



**Signature of Convener & Members (CBoS):**

<b>PART-C:Learning Resources</b>		
<b>Text Books,Reference Books and Others:</b>		
<b>Text Books Recommended:-</b>		
1.Dr.S.C.Jain,Sahitya Bhawan Publications,Agra (Hindi Medium) 2.Dr.Shalini Agrawal,Sahitya Bhawan Publications,Agra (English Medium) 3.Dr.I.M.Sahai,SBPD Publishing House,Agra(Hindi & English Medium) 4.Varshney& Bhattacharya: International marketing management, Sultan Chand & Sons. 5.P.K. Vasudeva, 'International Marketing' Excel books.		
<b>Note: Learners are advised to use latest edition of text books.</b>		
<b>Reference Books:</b>		
1. R. Srinivasan, 'International Marketing' Prentice Hall India. 2. Warren J. Keagan, Mark Green, 'Global Marketing 3/e, Prentice Hall. 3. Rathor, Jani Rathor, 'International Marketing', Himalaya publishing House. 4. S.A. Sherlekar, V.S. Sherlekar, 'Global Marketing Management',Himalaya publishing House.		
<b>On line Resources : * e-Resources/e-books and e-learning portals:</b>		
<a href="https://www.youtube.com/watch?v=t3Yf75xtDNg">https://www.youtube.com/watch?v=t3Yf75xtDNg</a> <a href="https://www.youtube.com/playlist?list=PLW0x4cbGdwRLMWVWsTKWF1VoMD0dkUWY7">https://www.youtube.com/playlist?list=PLW0x4cbGdwRLMWVWsTKWF1VoMD0dkUWY7</a> <a href="https://onlinecourses.swayam2.ac.in/cec21_mg17/preview">https://onlinecourses.swayam2.ac.in/cec21_mg17/preview</a> <a href="https://onlinecourses.nptel.ac.in/noc22_mg50/preview">https://onlinecourses.nptel.ac.in/noc22_mg50/preview</a> <a href="https://www.gelato.com/blog/international-marketing">https://www.gelato.com/blog/international-marketing</a>		
<b>PART -D : Assessment and Evaluation :</b>		
<b>Suggested Continuous Evaluation Methods: Maximum Marks</b>		<b>100 Marks</b>
<b>Continuous Internal Assessment (CIA) :</b>		<b>30 Marks</b>
<b>End Semester Exam. (ESE) :</b>		<b>70 Marks</b>
Continuous Internal Assessment : (CIA) (By Course Teacher)	Internal Test/Quiz (2):20 & 20 Assignment/Seminar: 10 Total Marks: 30	Better marks out of the Two Test/Quiz+obtained marks in Assignment shall be considered against -30 Marks
End Semester Exam.(ESE):	Two Section :- A & B SectionA :Q.1-Objective -10x1=10Marks; Q.2-Short answer type-5x4=20 Marks Section B : Descriptive answer type qts.,1 out 2 from each unit-4x10=40Marks	

**Name and Signature of Convener & Members of (CBoS) :**


  
 The block contains several handwritten signatures in black ink. Some signatures are accompanied by dates: '10/06/24' and '10/06/24'. The signatures are written in a cursive style.



# FOUR YEAR UNDERGRADUATE PROGRAM-2024-28

## FACULTY OF COMMERCE COURSE CURRICULUM

PART-A : Introduction		
Program: Bachelor in Commerce (Diploma/Degree/Honors)	Semester- IV	Session: 2024-25
1	Course Code	COSEC-02
2	Course Title	Banking Operation
3	Course Type	Skill Enhancement Course (COSEC)
4	Pre-requisite (if any)	As per program
5	Course Learning Outcomes (CLO)	<ul style="list-style-type: none"> <li>Understand the fundamental concepts behind modern e-banking/mobile banking technologies.</li> <li>Gain knowledge of the various services offered by banks, the risks they face,</li> <li>Understand the principles and provisions that govern banking companies.</li> <li>Demonstrate online banking techniques and know-your-customer (KYC) norms in real-time.</li> </ul>
6	Credit Value	2 Credits Credit = 15 Hours-learning & Observation
7	Total Marks	Max. Marks : 50 Minimum Passing Marks : 20
PART-B: Content of the Course		
Total No. of Teaching-learning Periods ( 01 Hr. per period)- 30Periods (30Hours)		
Unit	Topics (Course Contents)	No. of Period
I	Banking System in India, Origin of Banking, Origin and Growth of Commercial Bank in India, Banking Regulation Act: 1949, RBI Act, Types of Banks, Types of Deposits.	8
II	Operational Aspect of commercial banks in India, Relationship between Banker and customers,	7
III	Types of customer accounts, Know Your Customer, Procedure of Opening Bank Account, Endorsement and Lending.	8
IV	E-banking services- Paying Bank, Internet Banking, Mobile Banking.	7
Key Words	Banking System, RBI, Banker and Customer Relationship, Internet Banking, Mobile Banking, Lending.	

Signature of Convener & Members (CBoS):



<b>PART-C: Learning Resources</b>		
<b>Text Books, Reference Books and Others:</b>		
<b>Text Books Recommended:-</b>		
<ul style="list-style-type: none"> <li>• Banking and Negotiable Instruments by Avtar Singh</li> <li>• Banking Operations by Prof. Bimal Jaiswal, Dr. Leena S. Shimpi SBPD, Publicing, Agra</li> <li>• Business Finance By Dr. S.P. Gupta, SBPD Publicing, Agra</li> </ul>		
<b>Reference Books:</b>		
Dr. Uma Rani Pm, B. K. Dey Dr. R.S. Mishra Dr. P. Choudhary, Banking Principles And Practice, SIPH		
<b>On line Resources : * e-Resources/e-books and e-learning portals:</b>		
<ul style="list-style-type: none"> <li>• <a href="https://ap1.unipune.ac.in/external/course-material/Fundamental-of-Banking-English.pdf">https://ap1.unipune.ac.in/external/course-material/Fundamental-of-Banking-English.pdf</a></li> <li>• <a href="https://macmillaneducation.in/wp-content/uploads/2023/02/IBF_Brochure-New-2023.pdf">https://macmillaneducation.in/wp-content/uploads/2023/02/IBF_Brochure-New-2023.pdf</a></li> <li>• <a href="https://icmai.in/upload/BI/BFSI_CHRONICLE_13th_EDITION.pdf">https://icmai.in/upload/BI/BFSI_CHRONICLE_13th_EDITION.pdf</a></li> <li>• <a href="https://cbseacademic.nic.in/web_material/Curriculum21/publication/secondary/411%20Banking_and_Insurance_X.pdf">https://cbseacademic.nic.in/web_material/Curriculum21/publication/secondary/411%20Banking_and_Insurance_X.pdf</a></li> </ul>		
<b>PART -D : Assessment and Evaluation</b>		
<b>Suggested Continuous Evaluation Methods: Maximum Marks</b>		<b>50 Marks</b>
<b>Continuous Internal Assessment (CIA) :</b>		<b>15 Marks</b>
<b>End Semester Exam. (ESE) :</b>		<b>35 Marks</b>
Continuous Internal Assessment: (CIA) (By Course Teacher)	Internal Test/Quiz: 10 & 10 Assignment+Seminar+Attendance: 05 Total Marks: 15	Highest marks out of the two Test/Quiz+ obtained marks in Assignment shall be considered against 15 Marks
End Semester Exam.(ESE):	Laboratory/Field Skill Performance: On Spot Assessment A-Performed the Task based on Learned Skill-20Marks B-Spotting based on tools(Written)- 10Marks C-Viva-Voce(based on Principle/technology)- 05Marks	Managed by Coordinator as per skilling

**Name and Signature of Convener & Members of (CBOS) :**








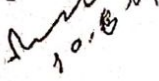
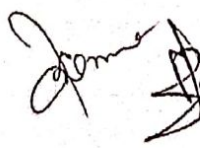

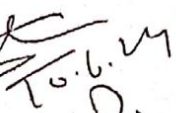

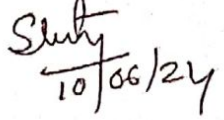










<b>Continuous Internal Assessment (CIA):</b> (By Course Teacher)	Internal Test / Quiz-(2): 10 & 10 Assignment/Seminar +Attendance - 05 Total Marks - 15	Better marks out of the two Test / Quiz + obtained marks in Assignment shall be considered against 15 Marks
<b>End Semester Exam (ESE):</b>	Q1. Objective/ MCQs to be asked only from Unit 1 (1 x5= 05 Mark) Q2. I Vocabulary: (5Marks) II Unseen Passage (5 Marks) Q3. Particles from Unit 3 & 4 consisting of 20 marks.	

**Name and Signature of Convener & Members of CBoS:**

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