

**RAYAGADA AUTONOMOUS COLLEGE  
RAYAGADA**

# **B.COM. (HONS.)**

**2018-19; 2019-20; 2020-21**

## **SYLLABUS**

**CHOICE BASED CREDIT SYSTEM  
(CBCS)**

**DEPARTMENT OF COMMERCE**



**RAYAGADA AUTONOMOUS COLLEGE  
RAYAGADA**

<b>PAPER CODE</b>	<b>SEMESTER-I</b>	<b>CATEGORY</b>	<b>THEORY</b>	<b>INTERNAL</b>	<b>TOTAL</b>	<b>CREDITS</b>
BCH-1.1	Financial Accounting	Core-1	80	20	100	6
BCH-1.2	Business Law	Core-2	80	20	100	6
BCH-1.3	Micro Economics/NCC	GE-1	80	20	100	6
BCH-1.4	MIL/ENGLISH	AECC-1	40	10	50	2
<b>TOTAL</b>			280	70	350	20
	<b>SEMESTER-II</b>	<b>CATEGORY</b>	<b>THEORY</b>	<b>INTERNAL</b>	<b>TOTAL</b>	<b>CREDITS</b>
BCH-2.1	Corporate Accounting	Core-3	80	20	100	6
BCH-2.2	Corporate Law	Core-4	80	20	100	6
BCH-2.3	Macro Economics	GE-2	80	20	100	6
BCH-2.4	Environmental Studies	AECC-2	40	10	50	2
<b>TOTAL</b>			280	70	350	20
	<b>SEMESTER-III</b>	<b>CATEGORY</b>	<b>THEORY</b>	<b>INTERNAL</b>	<b>TOTAL</b>	<b>CREDITS</b>
BCH-3.1	Human Resource Management	Core-5	80	20	100	6
BCH-3.2	Income Tax Law and Practice	Core-6	60	(20+ Practical-20)	100	6
BCH-3.3	Management Principles and Applications	Core-7	80	20	100	6
BCH-3.4	Business Statistics	GE-3	80	20	100	6
BCH-3.5	Communicative English	SEC-1	40	10	50	2
<b>TOTAL</b>			360	90	450	26
	<b>SEMESTER-IV</b>	<b>CATEGORY</b>	<b>THEORY</b>	<b>INTERNAL</b>	<b>TOTAL</b>	<b>CREDITS</b>
BCH-4.1	Cost Accounting	Core-8	80	20	100	6
BCH-4.2	Business Mathematics	Core-9	80	20	100	6
BCH-4.3	Computer Application in	Core-10	40	(10+ Practical-50)	100	6

	Business & E Commerce					
BCH-4.4	Indian Economy/NCC	GE-4	80	20	100	6
BCH-4.5	Quantitative aptitude & Logical thinking	SEC-2	40	10	50	2
TOTAL			360	90	450	26
	<b>SEMESTER-V</b>	<b>CATEGORY</b>	<b>THEORY</b>	<b>INTERNAL</b>	<b>TOTAL</b>	<b>CREDITS</b>
BCH-5.1	Principles of Marketing	Core-11	80	20	100	6
BCH-5.2	Fundamentals of Financial Management	Core-12	80	20	100	6
BCH-5.3	Management Accounting	DSE-1	80	20	100	6
BCH-5.4	Financial Markets, Institutions and Financial Services	DSE-2	80	20	100	6
TOTAL			320	80	400	24
	<b>SEMESTER-VI</b>	<b>CATEGORY</b>	<b>THEORY</b>	<b>INTERNAL</b>	<b>TOTAL</b>	<b>CREDITS</b>
BCH-6.1	Auditing and Corporate Governance	Core-13	80	20	100	6
BCH-6.2	Indirect Tax Laws	Core-14	80	20	100	6
BCH-6.3	International Business	DSE-3	80	20	100	6
BCH-6.4	Fundamentals of Investments	DSE-4	80	20	100	6
TOTAL			320	80	400	24
<b>TOTAL MARKS/CREDITS</b>			<b>1920</b>	<b>480</b>	<b>2400</b>	<b>140</b>

## SEMESTER -I

### **Core – 1 Financial Accounting**

**Duration:** 3 hrs.

**Marks:** 100

**Lectures:** 65

**Question Pattern:** There will be five questions for each semester examinations which carries eighty marks and internal examinations carries twenty marks.

In question no. one, there will be four short type questions covered from entire syllabus which carry four marks each. Question no. two, three, four and five are long type questions from respective units with an alternative option which carry sixteen marks each.

**Objective:** The objective of the course is to familiarize the students with the basic concepts of accounting and their practical application in business.

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

##### **(a) Theoretical Framework**

**5 Lectures**

- i. Accounting as the language of business and an information system, the users of financial accounting information and their needs. Qualitative characteristics of accounting information. Functions, advantages and limitations of accounting. Branches of accounting. Bases of accounting; cash basis and accrual basis.
- ii. The nature of financial accounting principles - Basic concepts and conventions: entity, money measurement, going concern, cost, realization, accruals, periodicity, consistency, prudence (conservatism), materiality and full disclosures.
- iii. Financial accounting standards: Concept, benefits, procedure for issuing accounting standards in India. Salient features of First-Time Adoption of Indian Accounting Standard (Ind-AS) 101. International Financial Reporting Standards (IFRS): - Need and procedures.

##### **(b) Accounting Process**

**12 Lectures**

From recording of a business transaction to the journal, sub-division of journal, ledger accounts, preparation of trial balance including adjustments.

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

##### **(a) Business Income**

**10 Lectures**

- i. The continuity doctrine and matching concept. Objectives of measurement.
- ii. Depreciation Accounting:-The accounting concept of depreciation. Factors in the measurement of depreciation, methods of computing depreciation: straight line method and diminishing balance method: disposal of depreciable assets-change of method. Salient features of accounting standard (AS): 6 (ICAI)

##### **(b) Final Accounts**

**12 Lectures**

Capital and revenue expenditures and receipts: general introduction only. Preparation of financial statements of sole trade and partnership business with adjustment.

**Unit - 3:****Accounting for Hire Purchase and Installment Systems      10 Lectures**

- i. Calculation of interest, partial and full repossession, Hire purchase trading (total cash price basis),
- ii. Branch accounting including foreign branch (Theory and Problem).
- iii. Concepts of operating and financial lease (Theory only).

**Unit - 4:****Accounting For Dissolution of the Partnership Firm      15 Lectures**

- i. Accounting of admission of Partner, Retirement and Death of Partner.
- ii. Dissolution of the Partnership Firm Including Insolvency of partners, piecemeal distribution and sale to a company.

**Suggested Readings:**

1. S.P. Jain and K.L. Narang, Financial Accounting, Kalyani Publication.
2. R.K.Mittal and M.R.Bansal, Financial Accounting, VK Global Publication.
3. S.N.Maheshwari, and. S. K. Maheshwari. *Financial Accounting*. Vikas Publishing House, New Delhi.
4. Tulsian, P.C. *Financial Accounting*, Pearson Education.
5. M.C.Shukla, T.S. Grewal and S.C.Gupta. *Advanced Accounts. Vol.-I*. S. Chand & Co., New Delhi
6. Compendium of Statements and Standards of Accounting. The Institute of Chartered Accountants of India, New Delhi
7. Bhushan Kumar Goyal and HN Tiwari, *Financial Accounting*, International Book House

**Core – 2**  
**BUSINESS LAW**

**Duration: 3 hrs.**

**Marks: 100**

**Lectures: 65**

**Question Pattern:** There will be five questions for each semester examinations which carries eighty marks and internal examinations carries twenty marks.

In question no. one, there will be four short type questions covered from entire syllabus which carry four marks each. Question no. two, three, four and five are long type questions from respective units with an alternative option which carry sixteen marks each.

**Objective:** The objective of the course is to impart basic knowledge of the important business legislation.

**Unit-1: 14 Lectures**  
**The Indian Contract Act, 1872: General Principle of Law of Contract**

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

**Unit-2: 18 Lectures**  
**The Indian Contract Act, 1872: Specific Contract**

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

**Unit-3: 18 Lectures**  
**The Sale of Goods Act, 1930**

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

**Unit-4: 15 Lectures**  
**Partnership**  
**Laws**  
**The Partnership Act, 1932**

- a. Nature and Characteristics of Partnership
- b. Registration of a Partnership Firms
- c. Types of Partners
- d. Rights and Duties of Partners

**Suggested Readings:**

1. K.Slava Raju, Jnanendu K. Mohapatra, Anam Charan Roul, Dhiren Mohanty and P. Saravanel. *Business Law*, Himalaya Publication.
2. K.C.Garg, V.K.Sareen and MukeshSharma, *Business Law*, Kalyani Publication.
3. Ashok Sharma, *Business Law*, VK Global publication.
4. Satish K. Matta and Geetika Matta, *Business Law*, VRINDA Publication.
5. M.C. Kuchhal, and Vivek Kuchhal, *Business Law*, Vikas Publishing House, New Delhi.
6. SN Maheshwari and SK Maheshwari, *Business Law*, National Publishing House, New Delhi.
7. Bhushan Kumar Goyal and Jain Kinneri, *Business Laws*, International Book House
8. P C Tulsian and Bharat Tulsian, *Business Law*, McGraw Hill Education

**SEMESTER- II**

**CORE-3**

**CORPORATE ACCOUNTING**

**Duration: 3 hrs.**

**Marks: 100**

**Lectures: 65**

**Question Pattern:** There will be five questions for each semester examinations which carries eighty marks and internal examinations carries twenty marks.

In question no. one, there will be four short type questions covered from entire syllabus which carry four marks each. Question no. two, three, four and five are long type questions from respective units with an alternative option which carry sixteen marks each.

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

**Unit- 1. Accounting for Share Capital & Debentures 15 Lectures**

Issue of shares, Forfeiture and Reissue of forfeited shares: concept & process of Book Building, Issue of Rights and Bonus shares, Buy back of shares, Redemption of preference shares, Issue and Redemption of Debentures.

**Unit -2. Final Accounts**

**28 Lectures**

Preparation of Profit and Loss account and Balance sheet of corporate entities, (excluding calculation of managerial remuneration). Disposal of company profits.

Valuation of Goodwill and Valuation of Shares-Concepts and calculation: simple problems only.

**Unit- 3. Amalgamation of Companies**

**12 Lectures**

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

**Unit- 4. Accounts of Holding Companies/Parent Companies 10 Lectures**

Preparation of consolidated balance sheet with one subsidiary company; Relevant provisions of Accounting Standard: 21 (ICAI).

Cash Flow Statement -Concepts of funds. Preparation of cash flow statement as per Indian Accounting Standard (Ind- AS 7).



### **Suggested Readings:**

1. B.Mariyappa, S.Anil kumar and V.Rajesh Kumar, Himalaya Publication.
2. Jain, S.P. and K.L. Narang. Corporate Accounting. Kalyani Publishers, New Delhi.
3. R.K. Mittal, Shagun Ahuja, Surinder Kaur Banga and Monika Sharma, VK Global Publication.
4. M.C. Shukla, T.S. Grewal, and S.C. Gupta. Advanced Accounts. Vol.-II. S. Chand & Co., New Delhi.
5. S.N. Maheshwari, and S. K. Maheshwari. Corporate Accounting. Vikas Publishing House, New Delhi.
6. Ashok Sehgal, Fundamentals of Corporate Accounting. Taxman Publication, New Delhi.
7. V.K. Goyal and Ruchi Goyal,. Corporate Accounting. PHI Learning.

**Core-4**  
**CORPORATE LAWS**

**Duration: 3 hrs.**

**Marks: 100**

**Lectures: 65**

**Question Pattern:** There will be five questions for each semester examinations which carries eighty marks and internal examinations carries twenty marks.

In question no. one, there will be four short type questions covered from entire syllabus which carry four marks each. Question no. two, three, four and five are long type questions from respective units with an alternative option which carry sixteen marks each.

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

**UNIT 1: Introduction**

**15 Lectures**

Administration of Company Law, National Company Law Appellate Tribunal (NCLAT), Characteristics of a company; types of companies including one person company, small company, and dormant company; illegal association; formation of company, registration of a company.

**UNIT 2: Documents**

**15 Lectures**

Memorandum of association, Articles of association, Doctrine of constructive notice, prospectus, misstatement in prospectus, book-building; issue, allotment and forfeiture of share, transmission of shares.

**UNIT 3: Management**

**20 Lectures**

Classification of directors, disqualifications, director identity number (DIN); appointment; Legal positions, powers and duties; removal of directors.

*Meetings:* Meetings of shareholders and board of directors; Types of meetings, Convening and conduct of meetings, Requisites of a valid meeting, postal ballot.

Audit Committee, Nomination and Remuneration Committee, Stakeholders Relationship Committee, Corporate Social Responsibility Committee.

**UNIT 4:**

**15 Lectures**

**Dividends, Accounts, Audit:** Provisions relating to payment of Dividend, Provisions relating to Books of Account, Provisions relating to Audit, Auditors' Appointment, Auditors' Report.

**Winding Up:** Concept and modes of Winding Up.

## **Suggested Readings:**

1. Ashoka Sharma, Corporate Law, VK Global Publication
2. S.N. Maheshwari and S.K. Maheshwari, Corporate Law , Himalaya Publication.
3. K.C. Garg, Corporate Law , Kalyani Publication.
4. Anil Kumar, *Corporate Laws*, Indian Book House, Delhi
5. *Manual of Companies Act, Corporate Laws and SEBI Guideline*, Bharat Law House, New Delhi,.
6. *A Compendium of Companies Act 2013, along with Rules*, by Taxmann Publications.
7. Gower and Davies, *Principles of Modern Company Law*, Sweet & Maxwell

## SEMESTER- III

### Core-5 HUMAN RESOURCE MANAGEMENT

**Duration: 3 hrs.**

**Marks: 100**

**Lectures: 65**

**Question Pattern:** There will be five questions for each semester examinations which carries eighty marks and internal examinations carries twenty marks.

In question no. one, there will be four short type questions covered from entire syllabus which carry four marks each. Question no. two, three, four and five are long type questions from respective units with an alternative option which carry sixteen marks each.

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

#### **Unit I: Introduction**

**15 Lectures**

Human Resource Management: Concept and Functions, Role HR Manager, HR Policies, Evolution of HRM. HRM vs. HRD. Emerging Challenges of Human Resource Management; workforce diversity, empowerment, Downsizing; VRS and other challenges;

#### **Unit II: Acquisition of Human Resource**

**17 Lectures**

Human Resource Planning; job analysis – job description and job specification; Recruitment – Concept and sources; Selection – Concept and process; test and interview; placement induction.

#### **Unit III: Training and Development**

**18 Lectures**

Training and Development; Concept and Importance; Identifying Training and Development Needs; Designing Training Programmes; Role Specific and Competency Based Training; Evaluating Training Effectiveness; Training Process Outsourcing.

#### **Unit IV: Performance Appraisal**

**15 Lectures**

Nature and objectives and importance; Modern Techniques of performance appraisal; job changes - transfers and promotions. Compensation: concept and policies; job evaluation; methods of wage payments and incentive plans; fringe benefits; performance linked compensation.

## Suggested Readings:

1. L M Prasad, Human Resource Management
2. S K Satapathy, Human Resource Management, Himalaya Publication.
3. Shagun Ahuja, Human Resource Management, V K Global Publication.
4. Gary Dessler. A Framework for *Human Resource Management*. Pearson.
5. DeCenzo, D.A. and S.P. Robbins, "*Personnel/Human Resource Management*", Prentice Hall of India, New Delhi.
6. Bohlander and Snell, Principles of *Human Resource Management*, Cengage Learning
7. Ivancevich, John M. *Human Resource Management*. McGraw Hill.
8. Wreather and Davis. *Human Resource Management*. Pearson Education.
9. Robert L. Mathis and John H. Jackson. *Human Resource Management*. Cengage Learning.
10. TN Chhabra, *Human Resource Management*, Dhanpat Rai and Co., Delhi.
11. Biswajeet Pattanayak, *Human Resource Management*, PHI Learning.

**Core-6**  
**INCOME TAX LAW AND PRACTICE**

**Duration: 3 hrs.**

**Marks: 100**

**Lectures: 65**

**Question Pattern:** There will be five questions for each semester examinations which carries sixty marks, practical examinations carries twenty marks and internal examinations carries twenty marks.

In question no. one, there will be four short type questions covered from entire syllabus which carry three marks each. Question no. two, three, four and five are long type questions from respective units with an alternative option which carry twelve marks each.

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

**Unit I: Introduction**

**13 Lectures**

**Basic concept:** Income, agricultural income, person, assessee, assessment year, previous year, gross total income, total income, Maximum marginal rate of tax. Permanent Account Number (PAN)

**Residential status;** Scope of total income on the basis of residential Status Exempted income under section 10

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

**20**

**Lectures**

Income from Salaries, Income from house property,

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

**10**

**Lectures**

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

**Unit IV: Computation of total income and tax liability & Preparation of return of income**

**22 Lectures**

Income of other persons included in assessee's total income; Aggregation of income and set-off and carry forward of losses Deductions from gross total income, Rebates and reliefs, Computation of total income of individuals and firms, Tax liability of an individual and firm

Manual and on-line filing of Returns of Income, TDS; Provision & Procedures of Compulsory On-Line filing of returns for specified assesses.

**Note:**

**There shall be an examination of 100 Marks (Internal – 20 marks, Term End**

## **Examination – 60 Marks and Practical examination – 20 Marks)**

**The practical examination consisting of 20 marks on e-filing of Income Tax returns using software utility tools. The students are required to download appropriate form, generate XML file and to upload the same.**

### **Suggested readings:**

1. Singhanian, Vinod K. and Monica Singhanian. *Students' Guide to Income Tax, University Edition*. Taxmann Publications Pvt. Ltd., New Delhi.
2. Income Tax Law and Practice, Kalyani Publication
3. Income Tax Law and Practice, V K Global Publication
4. Income Tax Law and Practice, Himalaya Publication.

**CORE-7**  
**MANAGEMENT PRINCIPLES AND APPLICATION**

**Duration: 3 hrs.**

**Marks: 100**

**Lectures: 65**

**Question Pattern:** There will be five questions for each semester examinations which carries eighty marks and internal examinations carries twenty marks.

In question no. one, there will be four short type questions covered from entire syllabus which carry four marks each. Question no. two, three, four and five are long type questions from respective units with an alternative option which carry sixteen marks each.

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

**Unit 1: Introduction**

**Lectures: 15**

Concept: Need for Study, Managerial Functions – An overview; Co-ordination: Essence of Manager ship.

Evolution of the Management Thought, Classical Approach – Taylor, Fayol, Neo-Classical and Human Relations Approaches – Mayo, Hawthorne Experiments, Behavioural Approach.

**Unit 2: Planning**

**Lectures: 17**

Types of Plan – An overview to highlight the differences

Strategic planning – Concept, process, Importance and limitations

Environmental Analysis: Business environment Definition, Concept and Components (Internal and external environment) –Importance and Techniques (SWOT/TOWS/WOTS-UP, BCG Matrix, Competitor Analysis),;

Decision-making – concept, importance.

**Unit 3: Organising**

**Lectures: 15**

Concept and process of organizing – An overview, Span of management, Different types of authority (line, staff and functional), Decentralization, Delegation of authority

Formal and Informal Structure; Network Organization Structure

**Unit 4: Staffing and Leading**

**Lectures: 18**

Staffing: Concept of staffing, staffing process

Motivation: Concept, Importance, Major Motivation theories - Maslow's Need- Hierarchy Theory; Herzberg's Two-factor Theory, Vroom's Expectation Theory.

Leadership: Concept, Importance, Major theories of Leadership (Likert's scale theory, House's Path Goal theory, Fred Fielder's situational Leadership).



Communication: Concept, purpose, process; Oral and written communication; Formal and informal communication networks, Barriers to communication, Overcoming barriers to communication.

**Suggested Readings:**

1. Harold Koontz and Heinz Weihrich, *Essentials of Management: An International and Leadership Perspective*, McGraw Hill Education.
2. Stephen P Robbins and Madhushree Nanda Agrawal, *Fundamentals of Management: Essential Concepts and Applications*, Pearson Education.
3. George Terry, *Principles of Management*, Richard D. Irwin
4. Newman, Summer, and Gilbert, *Management*, PHI
5. James H. Donnelly, *Fundamentals of Management*, Pearson Education.
6. B.P. Singh and A.K.Singh, *Essentials of Management*, Excel Books
7. Griffin, *Management Principles and Application*, Cengage Learning
8. Robert Kreitner, *Management Theory and Application*, Cengage Learning
9. TN Chhabra, *Management Concepts and Practice*, Dhanpat Rai & Co. (Pvt. Ltd.), New Delhi
10. Peter F Drucker, *Practice of Management*, Mercury Books, London

## Generic Elective - 3

### BUSINESS STATISTICS

**Duration: 3 hrs.**

**Marks: 100**

**Lectures: 65**

**Question Pattern:** There will be five questions for each semester examinations which carries eighty marks and internal examinations carries twenty marks.

In question no. one, there will be four short type questions covered from entire syllabus which carry four marks each. Question no. two, three, four and five are long type questions from respective units with an alternative option which carry sixteen marks each.

**Objective:** The objective of this course is to familiarize students with the basic statistical tools used to summarize and analyze quantitative information for decision making.

#### **Unit 1 Statistical Data and Descriptive Statistics**

##### **Lectures: 15**

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

Measures of Central Tendency: Mathematical averages including arithmetic mean, geometric mean and harmonic mean. Properties and applications. Positional Averages including Mode and Median (and other partition values including quartiles, deciles, and percentiles) (including graphic determination)

Measures of Variation: absolute and relative, mean deviation, standard deviation, and their coefficients, Properties of standard deviation/variance.

#### **Unit 2: Skewness, Moments, Kurtosis and Probability Distributions**

##### **Lectures: 16**

Moments, Skewness: Meaning, Measurement using Karl Pearson and Bowley's measures; Concept of Kurtosis

Theory of Probability. Approaches to the calculation of probability Calculation of event probabilities. Addition and multiplication laws of probability (Proof not required) Conditional probability and Bayes' Theorem (Proof not required)

Binomial, Poisson, Normal Distribution.

#### **Unit 3 : Simple Correlation and Regression Analysis                      Lectures: 14**

Correlation Analysis. Meaning of Correlation: simple, multiple and partial; linear and non-linear, Correlation and Causation, Pearson's co-efficient of correlation;

calculation and properties (proofs not required), Rank Correlation.

Regression Analysis. Principle of least squares and regression lines, Regression equations and estimation; Properties of regression coefficients; Relationship between Correlation and Regression coefficients;

**Unit 4 :Index Numbers and Time Series Analysis** **Lectures: 20**

Meaning and uses of index numbers. Construction of index numbers: fixed and chain base: univariate ,Aggregative and average of relatives – simple and weighted; Tests of adequacy of index numbers, Base shifting, splicing and deflating. Problems in the construction of index numbers; Construction of consumer price indices. Important share price indices.

Components of time series. Additive and multiplicative models; Trend analysis; Moving averages Seasonal variations- Calculation of Seasonal Indices using Simple averages, Ratio-to-trend, and Ratio-to-moving averages methods. Uses of Seasonal Indices

**Suggested Readings:**

1. Gupta, S.P. *Statistical Methods*. Sultan Chand and Sons, New Delhi.
2. Gupta, S.C. *Fundamentals of Statistics*. Himalaya Publishing House.
3. Patri and Patri , *Business Statistics*, Kalyani Publication.
4. David M. Levine, Mark L. Berenson, Timothy C. Krehbiel, P. K. Viswanathan, *Basic Business Statistics: A First course*, Pearson Education.
5. Siegel Andrew F. *Practical Business Statistics*. McGraw Hill.
6. Vohra N. D., *Business Statistics*, McGraw Hill.
7. Murray R Spiegel, Larry J. Stephens, Narinder Kumar. *Statistics(Sahaum's Outline Series)*, McGraw Hill Education.
8. Anderson Sweeney and William, *Statistics for Students of Economics and Business*, Cengage Learning.

**SEMESTER-IV**

**CORE - 8**

**COST ACCOUNTING**

**Lectures: 65**

**Marks: 100**

**Duration: 3 hrs.**

**Question Pattern:** There will be five questions for each semester examinations which carries eighty marks and internal examinations carries twenty marks.

In question no. one, there will be four short type questions covered from entire syllabus which carry four marks each. Question no. two, three, four and five are long type questions from respective units with an alternative option which carry sixteen marks each.

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

**Unit I: Introduction**

**(10 Lectures)**

Meaning, objectives and advantages of cost accounting, Difference between financial and cost accounting. Cost concepts and Classifications, Elements of cost; installation of costing system; Role of a cost accountant in an organization.

**Unit II: Elements of Cost (Materials and Labour)**

**(20 Lectures)**

**Materials:** Material/inventory control- concept and techniques, Accounting and control of purchases, storage and issue of materials. Methods of pricing of materials issues – FIFO, LIFO, Simple Average, Weighted Average, Replacement, Standard, Treatment of Material Losses.

**Labour:** Accounting and Control of labour cost, time keeping and time booking, concept and treatment of idle time, over time, labour turnover and fringe benefits. Methods of wage payment and the Incentive schemes – Halsey, Rowan, Talor's differential piece wage.

**Unit III: Elements of Cost (Overhead)**

**(15 Lectures)**

Classification, allocation, apportionment and absorption of overhead. Under and over absorption. Capacity costs. Treatments of certain items in costing, like interest on capital, packing expenses, debts, research and development Expenses, Bad Activity – based cost allocation

## Unit IV: Methods of Costing:

(20 Lectures)

Unit costing, Job costing. Contract Costing, Process costing (process losses, valuation of work in progress, joint and by-products) Service costing (only transport) and Reconciliation of cost and financial accounts

### Suggested Reading:

1. Jain, S.P. and K.L. Narang. *Cost Accounting: Principles and Methods*. Kalyani Publishers, Jalandhar.
2. Horngreen, Charles T., George Foster and Srikant M. Dattar. *Cost Accounting: A Managerial Emphasis*. Prentice Hall of India Ltd., New Delhi.
3. Drury, Colin. *Management and Cost Accounting*. Cengage Learning
4. Jawahar Lal, *Cost Accounting*. McGraw Hill Education
5. Nigam, B.M. Lall and I.C. Jain. *Cost Accounting: Principles and Practice*. Prentice Hall of India, New Delhi
6. Rajiv Goel, *Cost Accounting*. International Book House
7. Singh, Surender. *Cost Accounting*. Scholar Tech Press, New Delhi.
8. Arora, M.N. *Cost Accounting – Principles and Practice*. Vikas Publishing House, New Delhi
9. Maheshwari, S.N. and S.N. Mittal. *Cost Accounting: Theory and Problems*. Shri Mahabir Book Depot, New Delhi.
10. Iyengar, S.P. *Cost Accounting*. Sultan Chand & Sons
11. H.V. Jhamb, *Fundamentals of Cost Accounting*, Ane Books Pvt.ltd.

**CORE - 9**  
**BUSINESS MATHEMATICS**

**Lectures: 65**

**Marks: 100**

**Duration: 3 hrs.**

**Question Pattern:** There will be five questions for each semester examinations which carries eighty marks and internal examinations carries twenty marks.

In question no. one, there will be four short type questions covered from entire syllabus which carry four marks each. Question no. two, three, four and five are long type questions from respective units with an alternative option which carry sixteen marks each.

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

**Unit 1: Matrices and Determinants** **(15 Lectures)**

Algebra of matrices. Inverse of a matrix, Matrix Operation –Business Application

Solution of system of linear equations (having unique solution and involving not more than three variables) using matrix inversion Method and Cremer's Rule.

**Unit 2: Calculus** **(18 Lectures)**

Partial Differentiation: Partial derivatives up to second order; Homogeneity of functions and Euler's theorem; Total differentials; Differentiation of implicit functions with the help of total differentials

Maxima and Minima: Cases of two variables involving not more than one constraint including the use of the Lagrangian multiplier.

Integration: Standard forms. Methods of integration – by substitution, by parts, and by use of partial fractions; Definite integration; Finding areas in simple cases

**Unit 3: Mathematics of Finance** **(17 Lectures)**

Rates of interest-nominal, effective– and their inter-relationships in different compounding situations.

Compounding and discounting of a sum using different types of rates.

Types of annuities, like ordinary, due, deferred, continuous, perpetual, and their future and present values using different types of rates of interest. Depreciation of Assets.

*(General annuities to be excluded)*

#### **Unit 4: Linear Programming**

**(15 Lectures)**

Formulation of linear programming problem (LPP). Graphical solution to LPP. Cases of unique and multiple optimal solutions. Unbounded solutions, infeasibility, and redundant constraints.

Solution to LPP using Simplex method – maximization and minimization cases. Shadow prices of the resources. Identification of unique and multiple optimal solutions, unbounded solution, infeasibility and degeneracy.

#### **Suggested Readings:**

1. Sarat Kumar Sahoo, Business Mathematics, Vrinda Publication
2. K K Das, Business Mathematics, Himalaya publication
3. D Patri and D N Patri, Business Mathematics, Kalyani Publication.
4. Thukral, J.K., *Mathematics for Business Studies*.
5. Vohra, N.D., *Quantitative Techniques in Management*. McGraw Hill Education.
6. Soni, R.S., *Business Mathematics*. Ane Books, New Delhi.
7. Singh J. K., *Business Mathematics*. Himalaya Publishing House.

**CORE-10**  
**COMPUTER APPLICATIONS IN BUSINESS AND E-COMMERCE**

**Duration: 3 hrs.**

**Marks: 100**

**Lectures: 65**

**Question Pattern:** There will be four long questions from each unit with an alternative option which carry ten marks each. Practical examination carries fifty marks, semester examination carries forty marks and internal examination carries ten marks.

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

**Unit 1. Word Processing**

**17 Lectures**

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

**Unit 2. Preparing Presentations:**

**15 Lectures**

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

**Unit 3. E-commerce – Introduction:**

**16 Lectures**

Meaning, Nature, Concepts, advantages, Disadvantages and reasons for transacting online, Types of e-commerce, e-commerce business models, Technology used in e-commerce: the dynamics of world wide web and internet (meaning, evolution and features).

**Unit 4. E-payment system:**

**17 Lectures**

Models and methods of e-payments (Debit card, Credit card, Smart cards, Internet banking, e-money) Online banking (Meaning, Concepts, Importance, electronic fund transfer – NEFT, RTGS, IMPS, risks involved in e-payments)



**There shall be an examination of 100 Marks (Practical-50 Marks and Theory exam – 50 Marks)**

**Suggested Readings:**

1. T.D. Malhotra and Sunil Malhotra: Computer Application in Business, Kalyani Publishers.
2. Sushila Madam, e-commerce: Taxman
3. T N Chhabra, E-Commerce, Dhanpat Rai & Co.

**SEMESTER-V**

**CORE - 11**

**PRINCIPLES OF MARKETING**

**Duration: 3 hrs.**

**Marks: 100**

**Lectures: 65**

**Question Pattern:** There will be five questions for each semester examinations which carries eighty marks and internal examinations carries twenty marks.

In question no. one, there will be four short type questions covered from entire syllabus which carry four marks each. Question no. two, three, four and five are long type questions from respective units with an alternative option which carry sixteen marks each.

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

**Unit I: Introduction**

**12**

**Lectures**

Nature, scope and importance of marketing, Evolution of marketing, Selling vs. Marketing; Marketing mix, Marketing concepts;

Marketing environment: Concepts, importance and components (economic, demographic, technological, natural, socio- cultural and legal )

**Unit II: Consumer Behavior and market segmentation**

**15 Lectures**

Consumer Behavior: Nature and importance, consumer buying decision process, Factors influencing consumer buying behavior.

Market segmentation: Concept, importance and bases of market segmentation; Target market selection; Positioning concept; Product differentiation vs. market segmentation.

**Unit III : Product and Pricing**

**15 Lectures**

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

Pricing : Significance of pricing, Factors affecting price of a product, Pricing Policies and strategies.

## **Unit IV: Promotion, Distribution and Recent developments in marketing** **23 Lectures**

**Promotion:** Nature and importance of promotion; Types of promotion: advertising, personal selling, public, relations & sales promotion, and their distinctive characteristics, Promotion mix and factors affecting promotion mix decisions

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

**Recent developments in marketing :** Social Marketing, online marketing, direct marketing, services marketing, green marketing

### **Suggested Readings:**

1. Kotler, Philip, Gary Armstrong, Prafulla Agnihotri and Ahsan Ul Haque. *Principles of Marketing*. 13<sup>th</sup> edition. Pearson Education.
2. T K Pani, Marketing Management, Himalaya Publication
3. Michael, J. Etzel, Bruce J. Walker, William J Staton and Ajay Pandit. *Marketing Concepts and Cases*. (Special Indian Edition), McGraw Hill Education.
4. McCarthy, E. Jerome., and William D. Perreault. *Basic Marketing*. Richard D. Irwin.
5. Majaro, Simon. *The Essence of Marketing*. Pearson Education, New Delhi.
6. The Consumer Protection Act 1986.
7. Iacobucci and Kapoor, *Marketing Management: A South Asian Perspective*. Cengage Learning.
8. Chhabra, T.N., and S. K. Grover. *Marketing Management*. Fourth Edition. Dhanpat Rai & Company.
9. Neeru Kapoor ,Principles of marketing ,PHI Learning
10. Rajendra Maheswari Principles of marketing ,International Books House.

**CORE - 12**  
**FUNDAMENTALS OF FINANCIAL MANAGEMENT**

**Duration: 3 hrs.**

**Marks: 100**

**Lectures: 65**

**Question Pattern:** There will be five questions for each semester examinations which carries eighty marks and internal examinations carries twenty marks.

In question no. one, there will be four short type questions covered from entire syllabus which carry four marks each. Question no. two, three, four and five are long type questions from respective units with an alternative option which carry sixteen marks each.

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

**Unit I: Introduction**

**(10 Lectures)**

Nature, Scope and objective of Financial Management, Time value of money, Risk and return, (including capital Asset Pricing Model) Valuation of securities – Bonds and Equities.

**Unit II: Investment Decisions**

**(17 Lectures)**

The Capital Budgeting Process, Cash flow Estimation, Payback Period Method, Accounting Rate of Return, Net Present Value (NPV), Net Terminal Value, Internal Rate of Return (IRR), Profitability Index Capital Budgeting under risk – Certainty Equivalent Approach and Risk-Adjusted Discount Rate.

**Unit III: Financing Decisions**

**(20 Lectures)**

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

**Unit IV: Dividend Decisions**

**(18 Lectures)**

Theories for Relevance and irrelevance of dividend decision for corporate valuation. Cash and stock dividends. Dividend policies in practice

## **Suggested Readings**

1. R K Sharma & S K Gupta, Financial Management, Kalyani Publication.
2. Ravi M Kishore, Financial Management, Taxman Publication
3. Pandey, I.M. *Financial Management*. Vikas Publications.
4. Chandra, P. *Financial Management- Theory and Practice*. (Tata Mc Graw Hill).
5. Horne, J.C. Van and Sanjay Dhamija, *Financial Management policy*, Pearson Education.
6. Levy H . and M. Sarnat . Principles of financial of Management, Pearson Education
7. Brigham and Houston, *Fundamentals of Financial Management* , Cengage learning.
8. Khan and Jain. *Basic Financial Management* McGraw hill Education.
9. Rustagi, R.P. *Fundamentals of Financial Management*. Taxmann Publication Pvt. Ltd.

## MANAGEMENT ACCOUNTING

**Duration: 3 hrs.**

**Marks: 100**

**Lectures: 65**

**Question Pattern:** There will be five questions for each semester examinations which carries eighty marks and internal examinations carries twenty marks.

In question no. one, there will be four short type questions covered from entire syllabus which carry four marks each. Question no. two, three, four and five are long type questions from respective units with an alternative option which carry sixteen marks each.

**Objective:** To impart the students , knowledge and the use of Financial, Cost and other data for the purpose of Managerial Planning, control and decision making.

### **Unit I: Introduction: (10 Lectures)**

Meaning, objectives,nature and scope of management accounting, Difference between cost, and management accounting, Cost control and Cost reduction, Cost management

### **Unit II: Budgetary control: (15 Lectures)**

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

### **Unit III: Standard costing (20 Lectures)**

Standard costing and variance analysis: Meaning of standard cost and standard costing: advantages, limitations and applications, Variance analysis – material, labour, overhead and sales variances. Control Ratios.

### **Unit IV: Marginal Costing (20 Lectures)**

Absorption versus variable costing: Cost- Volume-Profit Analysis, Profit/Volume ratio. Break-even analysis-algebraic and graphic methods. Angle of incidence ,Margin of safety, Key factor, determination of cost indifference point. Various short-term decision making situations –profitable product mix, acceptance or rejections of special or export offers, make or buy, Addition or elimination of a product line.

### **Suggested Reading:**

1. R K Sharma & S K Gupta, Management Accounting, Kalyani Publication.
2. Khan, M.Y. and Jain, P.K. *Management Accounting*. McGraw Hill Education
3. Horngreen, Charles T., Gary L. Sundem. *Introduction to Management Accounting*. Pearson Education.
4. Anthony A. Atkinson, Robert S. Kaplan, Ella Mae Matsumura, S. Mark Young. *Management Accounting*. Dorling Kindersley (India) Pvt. Ltd.
5. Ronald W. Hilton and David E. Platt. *Managerial Accounting: Creating Value in a Global Business Environment*, McGraw Hill Education.
6. Singh Surender. *Management Accounting*, Scholar Tech Press, New Delhi.
7. Arora, M.N. *Management Accounting* Vikas Publishing House, New Delhi.
8. Maheswari, S.N. and S.N. Mittal. *Management Accounting*. Shree Mahavir Book Depot, New Delhi.
9. H.V. Jhamb, *Fundamentals of Management Accounting*, Ane Books Pvt. Ltd.

# FINANCIAL MARKETS, INSTITUTIONS AND FINANCIAL SERVICES

**Duration: 3 hrs.**

**Marks: 100**

**Lectures: 65**

**Question Pattern:** There will be five questions for each semester examinations which carries eighty marks and internal examinations carries twenty marks.

In question no. one, there will be four short type questions covered from entire syllabus which carry four marks each. Question no. two, three, four and five are long type questions from respective units with an alternative option which carry sixteen marks each.

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

## **Unit I: Introduction (10 Lectures)**

Markets and institutions. Financial intermediation. Flow of funds matrix. Financial system and economic development. An overview of Indian financial system.

## **Unit II: Financial Markets (17 Lectures)**

Money market – functions, organization and instruments. Role of central bank in money market; Indian money market – An overview

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

## **Unit III: Financial Institutions (18 Lectures)**

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

## **Unit IV: Financial Services (20 Lectures)**

Overview of financial services industry, Merchant banking – pre and post issue management, underwriting. Regulatory framework relating to merchant banking in India



Leasing and hire–purchase; Consumer and housing finance; Venture capital finance, financial Factoring services, bank guarantees and letter of credit, Credit rating counseling.

**Suggested Readings:**

1. Bhole, L.M. and Jitendra Mahakud. *Financial Markets and Institutions*. McGraw-Hill Education.
2. Khan, M.Y. *Indian Financial System*, McGraw –HILL Education.
3. Dhanekar. *Pricing of Securities*. New Delhi: Bharat Publishing House.
4. Prasanna, Chandra. *Financial Management: Theory and Practice*. Tata McGraw Hill., Education.
5. Clifford Gomez, *Financial Markets, Institutions and Financial Services*, **PHI Learning**
6. MY Khan and PK Jain. *Financial Services*. McGraw –HILL Education
7. Singh, J.K. *Venture Capital Financing in India*. Dhanpat Rai and Company, New Delhi.
8. Annual Reports of Major Financial Institutions in India

## CORE-13

### AUDITING AND CORPORATE GOVERNANCE

**Duration: 3 hrs.**

**Marks: 100**

**Lectures: 65**

**Question Pattern:** There will be five questions for each semester examinations which carries eighty marks and internal examinations carries twenty marks.

In question no. one, there will be four short type questions covered from entire syllabus which carry four marks each. Question no. two, three, four and five are long type questions from respective units with an alternative option which carry sixteen marks each.

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

#### **Unit 1: Introduction**

**Lectures: 15**

**Auditing:** Introduction, Meaning, Objectives, Basic Principles and Techniques; Classification of Audit, Audit Planning, Internal Control – Internal Check and Internal Audit; Audit Procedure – Vouching and verification of Assets & Liabilities.

#### **Unit 2: Audit of Companies**

**Lectures: 17**

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

#### **Unit 3: Special Areas of Audit**

**Lectures: 18**

Special Areas of Audit: Special features of Cost audit, Tax audit, and Management audit;

Recent Trends in Auditing: Computer aided audit techniques and tools; Auditing Standards; Relevant Case Studies/Problems;

#### **Unit 4: Corporate Governance & Corporate Social Responsibility (CSR):**

**Lectures: 15**

Conceptual framework of Corporate Governance: Broad Committees; Corporate Governance Reforms. Major Corporate Scandals in India and Abroad: Common Governance Problems Noticed in various Corporate Failures. Codes & Standards on Corporate Governance.

Concept of CSR, Corporate Philanthropy, Strategic Corporate Social Responsibility; Relationship of CSR with Corporate Sustainability; CSR and Corporate Governance; CSR provisions under the companies act 2013.

**Suggested Readings:**

1. Aruna Jha, *Auditing*. Taxmann Publication.
2. A. K. Singh, and Gupta Lovleen. *Auditing Theory and Practice*. Galgotia Publishing Company.
3. KV Bhanumurthy and Usha Krishna, *Politics, Ethics and Social Responsibility of Business*, Pearson Education
4. N Balasubramanian, *A Casebook on Corporate Governance and Stewardship*, McGraw Hill Education
5. B.N. Ghosh, *Business Ethics and Corporate Governance*, McGraw Hill Education
6. S K Mandal, *Ethics in Business and Corporate Governance*, McGraw Hill Education

**CORE-14**

**INDIRECT TAX LAW**

**Duration: 3 hrs.**

**Marks: 100**

**Lectures: 65**

**Question Pattern:** There will be five questions for each semester examinations which carries eighty marks and internal examinations carries twenty marks.

In question no. one, there will be four short type questions covered from entire syllabus which carry four marks each. Question no. two, three, four and five are long type questions from respective units with an alternative option which carry sixteen marks each.

**Objective:** To provide basic knowledge and equip students with application of principles and provisions of VAT, Central Excise, GST and Customs Laws.

**Unit-1: STATE VAT & CENTRAL EXCISE:**

**Lectures: 17**

VAT-Concepts and general principles, Calculation of VAT Liability, VAT Procedures.

Central Excise law in brief- Goods, Excisable goods, Valuation, Basic Procedures.

**Unit-2: CUSTOMS LAW:**

**Lectures: 18**

Basic concepts of customs law, Territorial waters, high seas, Types of custom duties – Basic, Countervailing & Anti- Dumping Duty, Safeguard Duty, Valuation, Customs Procedures, Import and Export Procedures, Baggage, Exemptions.

**Unit-3: GST-I:**

**Lectures: 17**

Overview of GST, Implementation of GST, GST Network, GST Council, Levy of GST, Composition scheme, Registration Procedure.

**Unit-4: GST-II:**

**Lectures: 13**

Time of supply-goods and services, Valuation of GST-Transaction Value and valuation rules, Payment of GST, Overview of IGST Act, GST Portal.

**Suggested Readings:**

1. Singhanian Vinod K. and Monica Singhanian, *Students' Guide to Indirect Taxes*, Taxmann Publications Pvt. Ltd., Delhi.

2. V.S. Datey. *Indirect Tax Law and practice*, Taxmann Publications Pvt. Ltd.
3. Sanjeev Kumar. *Systematic Approach to Indirect Taxes*,
4. S. S. Gupta. *Service Tax -How to meet your obligation* Taxmann Publications Pvt. Ltd.,  
Delhi,
5. Grish Ahuja and Ravi Gupta, *Indirect Taxes*, Flair Publication Pvt Ltd

## INTERNATIONAL BUSINESS

**Duration: 3 hrs.**

**Marks: 100**

**Lectures: 65**

**Question Pattern:** There will be five questions for each semester examinations which carries eighty marks and internal examinations carries twenty marks.

In question no. one, there will be four short type questions covered from entire syllabus which carry four marks each. Question no. two, three, four and five are long type questions from respective units with an alternative option which carry sixteen marks each.

**Objective:** The objective of the course is to familiarize the students with the concepts, importance and dynamics of international business and India's involvement with global business. The course also seeks to provide theoretical foundations of international business to the extent these are relevant to the global business operations and developments.

### **Unit 1:**

**Lectures: 16**

Introduction to International *Business*: Globalization and its importance in world economy; Impact of globalization; Modes of entry into international business.

International Business Environment: economic, social, cultural, political, legal and Natural environments.

### **Unit –2**

**Lectures: 18**

Theories of International Trade – an overview (Classical Theories, Product Life Cycle theory), Balance of payment account and its components.

International Organizations and Arrangements: WTO – Its objectives, principles, organizational structure and functioning.

### **Unit –3**

**Lectures: 16**

Regional Economic Co-operation: Countries in Europe, North America and Asia (NAFTA, EU, ASEAN and SAARC) .

International Financial Environment: International Bank for Reconstruction and Development (IBRD – Popularly known as World Bank) and IMF – (Objectives and Functions).

### **Unit –4**

**Lectures: 15**

Foreign Trade Promotion Measures and Organizations in India; Special economic zones (SEZs) and export oriented units (EOUs).

Financing of foreign trade and payment terms – sources of trade finance (Banks, factoring, forfeiting, Banker's Acceptance and Corporate Guarantee).

**Suggested Readings:**

1. P. Subarao, *International Business* – Himalaya Publication.
2. Charles W.L. Hill and Arun Kumar Jain, *International Business*. New Delhi: McGraw Hill Education
3. Daniels John, D. Lee H. Radenbaugh and David P. Sullivan. *International Business*. Pearson Education
4. Johnson, Derbe., and Colin Turner. *International Business - Themes & Issues in the Modern Global Economy*. London: Roulledge.
5. Sumati Varma, *International Business*, Pearson Education.
6. Cherunilam, Francis. *International Business: Text and Cases*. PHI Learning
7. Michael R. Czinkota. et al. *International Business*. Fortforth: The Dryden Press.
8. Bennett, Roger. *International Business*. Pearson Education.

## FUNDAMENTALS OF INVESTMENT

**Duration: 3 hrs.**

**Marks: 100**

**Lectures: 65**

**Question Pattern:** There will be five questions for each semester examinations which carries eighty marks and internal examinations carries twenty marks.

In question no. one, there will be four short type questions covered from entire syllabus which carry four marks each. Question no. two, three, four and five are long type questions from respective units with an alternative option which carry sixteen marks each.

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

### **Unit 1: The Investment Environment**

**Lectures: 15**

The investment decision process, Types of Investments – Commodities, Real Estate and Financial Assets, the Indian securities market, the market participants and trading of securities, sources of financial information, Concept of return and risk.

### **Unit 2: Fixed Income Securities**

**Lectures: 17**

Bond features, types of bonds, estimating bond yields, Bond Valuation types of bond risks, default risk and credit rating.

### **Unit 3: Approaches to Equity Analysis**

**Lectures: 18**

Introductions to Fundamental Analysis, Technical Analysis and Efficient Market Hypothesis, dividend capitalization models, and price-earnings multiple approach to equity valuation.

### **Unit 4: Portfolio Analysis and Financial Derivatives**

**Lectures: 15**

Portfolio and Diversification, Portfolio Risk and Return; Mutual Funds; Introduction to Financial Derivatives; Financial Derivatives Markets in India.

### **Suggested Readings**



1. Prasanna Chandra, *Investment Analysis and Portfolio Management*, McGraw Hill Education
2. R.P. Rustogi, *Fundamentals of Investment*, Sultan Chand & Sons, New Delhi.
3. N.D. Vohra and B.R. Bagri, *Futures and Options*, McGraw Hill Education
4. Mayo, *An Introduction to Investment*, Cengage Learning

**ALL THE BEST**