



Vivekanand Education Society's College of Arts, Science and Commerce

(Autonomous)

Sindhi Society, Chembur, Mumbai, Maharashtra – 400 071.

Accredited by NAAC "A Grade" in 3rd Cycle - 2017
Best College Award – Urban Area, University of Mumbai (2012-13)
Recipient of FIST Grant (DST) and STAR College Grant (DBT)

Affiliated to the

University of Mumbai

Syllabus for

Program: B.Com. (Accounting and Finance)
(Program code: VESUCAF)

As per Choice Based Semester and Grading System (CBSGS)
with effect from Academic Year 2022 - 2023

Program Outcomes (PO):

A learner completing B.Com. **Accounting and Finance** will be able to:

- PO1 BAF course provides analytical, technical & specialised skills to the students, which enables them to demonstrate their knowledge and ability, to add value to the organizations that they will be a part of.
- PO2 The present dynamic business environment requires students, to enhance the skills in complex and critical areas of Accounting, Finance and Taxation
- PO3 The scope of B.Com Accounting and Finance are usually hired in the areas like Educational Institutes, Banks, Stock exchanges, Excise departments, Auditing offices, Business Analyst, Money Manager, Risk Analyst, Senior Accountant, Market Analyst, Financial Analyst, cashier, Investment Banker, etc.
- PO4 Accounting and Finance degrees provide you with knowledge of accountancy practices, commerce, industry and finance.

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Program Specific Outcomes (PSO's)

On completion of **B.Com Accounting and Finance** program, learners will be enriched with knowledge and be able to

- PSO1 Go ahead with professional course in excellent prospects to choose from varied courses like Chartered Accountancy (ICAI), Cost Accountant (ICMAI), Chartered Certified Accountants (ACCA), MBA, Chartered Finance Analyst (CFA), and Company Secretary (ICSI).
- PSO2 Develop a range of subject specific and technical skills, also gain more general skills like numerical and quantitative skills, oral and written communication skills, entrepreneurship.
- PSO3 It motivates students to do research work in the field of finance
- PSO4 It enhances student's communication skills, social skills, computer skills as well. This programme also updates students with business & corporate laws and business economics

F.Y.B.Com. (Accounting and Finance)

(SEMESTER I)

Course Code	Title	Credits & Lectures per Semester	Lectures per Week
Course Type	Elective Course		
VESUCAF101	Financial Accounting - Elements of Financial Accounting-I	03	04
	Unit I : Accounting Standards Issued by ICAI and Inventory Valuation	15 Lectures	
	Unit II: Final Accounts	15 Lectures	
	Unit III : Departmental Accounts	15 Lectures	
	Unit IV : Accounting for Hire Purchase	15 Lectures	
Course Type	Elective Course		
VESUCAF102	Cost Accounting (Introduction and Element of Cost) - I	03	04
	Unit I : Introduction to Cost Accounting	15 Lectures	
	Unit II : Material Cost	15 Lectures	
	Unit III : Labour Cost	15 Lectures	
	Unit IV : Overheads	15 Lectures	
Course Type	Elective Course		
VESUCAF103	Financial Management - Introduction to Financial Management -I	03	04
	Unit I : Introduction to Financial Management	12 Lectures	
	Unit II : Time Value of Money and other Concepts	12 Lectures	
	Unit III : Leverage	12 Lectures	
	Unit IV : Types of Financing	12 Lectures	

	Unit V : Cost of Capital	12 Lectures	
Course Type	Ability Enhancement Compulsory Course		
VESUCAF104	Business Communication-I	03	04
	Unit I : Theory of Communication	15 Lectures	
	Unit II : Obstacles to Communication in Business World	15 Lectures	
	Unit III : Business Correspondence	15 Lectures	
	Unit IV : Language and Writing Skills	15 Lectures	
Course Type	Skill Enhancement Course		
VESUCAF105	Foundation Course-I	02	03
	Unit I : Overview of Indian Society	5 Lectures	
	Unit II : Concept of Disparity- 1	10 Lectures	
	Unit III : Concept of Disparity-2	10 Lectures	
	Unit IV : The Indian Constitution	10 Lectures	
	Unit V : Significant Aspects of Political Processes	10 Lectures	
Course Type	Core Subject		
VESUCAF106	Commerce- Business Environment -I	03	04
	Unit I : Business and its Environment	15 Lectures	
	Unit II : Business and Society	15 Lectures	
	Unit III : Contemporary Issues	15 Lectures	
	Unit IV : International Environment	15 Lectures	
Course Type	Core Subject		
VESUCAF107	Business Economics – I	03	04

	Unit I : Introduction	10 Lectures	
	Unit II : Demand Analysis	10 Lectures	
	Unit III : Supply and Production Decisions and Cost of Production	15 Lectures	
	Unit IV : Market structure: Perfect competition and Monopoly and Pricing and Output Decisions under Imperfect Competition	15 Lectures	
	Unit V : Pricing Practices	10 Lectures	



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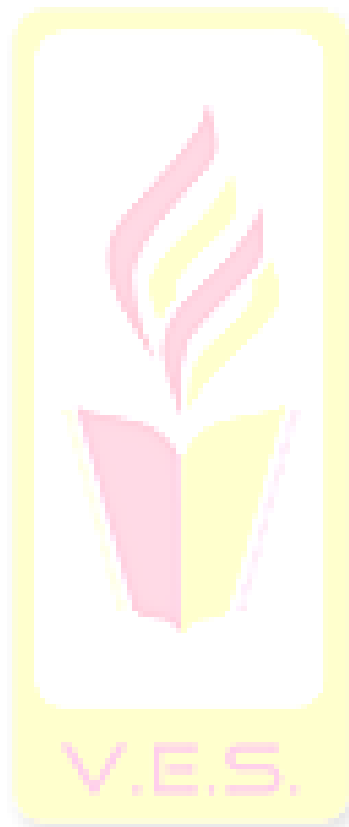
F.Y.B.Com. Accounting and Finance

(SEMESTER II)

Course Code	Title	Credits & Lectures per Semester	Lectures per Week
Course Type	Elective Course		
VESUCAF201	Financial Accounting - Special Accounting Areas -II	03	04
	Unit I : Accounting from Incomplete Records	15 Lectures	
	Unit II : Consignment Accounts	15 Lectures	
	Unit III : Branch Accounts	15 Lectures	
	Unit IV : Fire Insurance Claims	15 Lectures	
Course Type	Elective Course		
VESUCAF202	Auditing - Introduction and Planning -I	03	04
	Unit I : Introduction to Auditing	15 Lectures	
	Unit II : Audit Planning, Procedures and Documentation	15 Lectures	
	Unit III : Auditing Techniques	15 Lectures	
	Unit IV : Internal Audit	15 Lectures	
Course Type	Elective Course		
VESUCAF203	Innovative Financial Services	03	04
	Unit I : Introduction to Traditional Financial Services	15 Lectures	
	Unit II : Issue Management and Securitization	15 Lectures	
	Unit III : Financial Services and its Mechanism	15 Lectures	
	Unit IV : Consumer Finance and Credit	15 Lectures	

	Rating		
Course Type	Ability Enhancement Compulsory Course		
VESUCAF204	Business Communication –II	03	04
	Unit I : Presentation Skills	15 Lectures	
	Unit II : Group Communication	15 Lectures	
	Unit III : Business Correspondence	15 Lectures	
	Unit IV : Language and Writing Skills	15 Lectures	
Course type	Skill Enhancement Course		
VESUCAF205	Foundation Course – II	02	03
	Unit I : Globalisation and Indian Society	7 Lectures	
	Unit II : Human Rights	10 Lectures	
	Unit III : Ecology	10 Lectures	
	Unit IV : Understanding Stress and Conflict	10 Lectures	
	Unit V : Managing Stress and Conflict in Contemporary Society	8 Lectures	
Course Type	Core Subject		
VESUCAF206	Business Law - Business Regulatory Framework –I	03	04
	Unit I : Law of Contract 1872	15 Lectures	
	Unit II : Sale of Goods Act 1930	15 Lectures	
	Unit III : Negotiable Instrument Act 1881	15 Lectures	
	Unit IV : Consumer Protection Act 1986	15 Lectures	
Course Type	Core Subject		
VESUCAF207	Business Mathematics	03	04

	Unit I : Ratio, Proportion and Percentage	15 Lectures	
	Unit II : Profit and Loss	15 Lectures	
	Unit III : Interest and Annuity	15 Lectures	
	Unit IV : Mathematical Implications in Shares and Mutual Funds	15 Lectures	



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Semester I

Detailed Syllabus: Unit wise / Module wise with number of lectures

Course title: Financial Accounting - Elements of Financial Accounting-I

Course code: VESUCAF101

Course type : Elective Course

Objective: The role of accounting is to provide information to investors, policy-makers, regulators, and other decision-makers to facilitate the allocation of resources in society. The purpose of this course is to understand the accounting process and to develop skills necessary to evaluate an enterprise's financial position and its operating, investing and financing activities

Learning Outcomes (LO):

On successful completion of this course students will be able to:

- LO1 To learn Basic accounting procedures and Rules which are used in India as per the ICAI and it will help them in understanding the basic accounting concepts.
- LO2 Apply the principles of accrual accounting to manufacturing firms, distinguishing between product costs and period expenses.
- LO3 Understand how differences in inventory turnover rates and other factors cause inventories and cost of goods sold to differ under FIFO and Weighted Average Method.
- LO4 Understand the concept of Hire Purchase system and Rules relating to Hire Purchase Act.
- LO5 To Know about the procedure of Departmental accounting and learn about inter- firm transactions.

Unit no.	Details of topics	No of lectures
1	Accounting Standards issued by ICAI and Inventory Valuation <ul style="list-style-type: none">Accounting Standards: Concepts, Benefits, Procedures for Issue of Accounting Standards: IND – AS and IFRS, US GAAP (Basic) Various ASAS – 1: Disclosure of Accounting Policies (a) Purpose (b) Areas of Policies (c) Disclosure of Policies (d) Disclosure of Change in Policies (e) Illustrations	15 Lectures

	<p>AS – 2: Valuation of Inventories (Stock) (a) Meaning, Definition (b) Applicability (c) Measurement of Inventory (d) Disclosure in Final Account(e) Explanation with Illustrations</p> <p>AS – 9: Revenue Recognition (a) Meaning and Scope (b) Transactions Excluded (c) Sale of Goods (d) Rendering of Services (e) Effects of Uncertainties (f) Disclosure (g) Illustrations</p> <ul style="list-style-type: none"> • Inventory Valuation Meaning of Inventories Cost for Inventory Valuation Inventory Systems : Periodic Inventory System and Perpetual Inventory System Valuation: Meaning and Importance Methods of Stock Valuation as per AS – 2: FIFO and Weighted Average Method Computation of Valuation of Inventory as on Balance Sheet Date: If Inventory is taken on a Date After the Balance Sheet or Before the Balance Sheet 	
2	<p>Final Accounting</p> <ul style="list-style-type: none"> • Expenditure a) Capital Receipts b) Revenue Receipts a) Capital (b) Revenue • Adjustments and Closing Entries Final Accounts of Manufacturing Concerns (Proprietary Firm) 	15 Lectures
3	<p>Departmental Accounting Meaning Basis of Allocation of Expenses and Incomes / Receipts Inter Departmental Transfer: At Cost Price and Invoice Price Stock Reserve Departmental Trading and Profit and Loss Account and Balance Sheet</p>	15 Lectures
4	<p>Accounting for Hire Purchase Meaning Calculation of Interest Accounting for Hire Purchase Transactions by Asset Purchase Method Based on Full Cash Price Journal Entries, Ledger Accounts and Disclosure in Balance Sheet for Hirer and Vendor (Excluding Default, Repossession and Calculation of Cash Price)</p>	15 Lectures

References:

- Introduction to Accountancy by T.S. Grewal, S. Chand and Company (P) Ltd., New Delhi
- Advance Accounts by Shukla and Grewal, S. Chand and Company (P) Ltd., New Delhi
- Advanced Accountancy by R.L Gupta and M. Radhaswamy, S. Chand and Company (P) Ltd., New Delhi
- Modern Accountancy by Mukherjee and Hanif, Tata Mc. Grow Hill and Co. Ltd., Mumbai

Course title: Cost Accounting (Introduction and Elements of Cost – I)

Course code: VESUCAF102

Course Type : Elective Course

Objective: Basic understanding of Cost Accounting with basic concepts and cost accounting statements.

Learning Outcomes (LO):

On successful completion of this course students will be able to:

- LO1 Understand the basic of Cost Accounting
- LO2 Understand the concepts of materials, labour in the company
- LO3 Understand the basic concepts of Cost Accounting.
- LO4 Basic information about preparation of financial statements, Profit & Loss account related to Cost Accounting
- LO5 Learns sources of economics after taking into account design of products and methods of production, type of equipment, rate of output and layout of activities.

Unit no.	Details of topics	No of lectures
1	Introduction to Cost Accounting Evolution Objectives and Scope of Cost Accounting Importance and Advantages of Cost Accounting Difference between Cost Accounting and Financial Accounting Limitations of Financial Accounting Definitions: Cost, Costing and Cost Accounting Classification of Cost on Different Bases Cost Allocation and Apportionment Coding System Essentials of Good Costing System Statement to Cost sheet	15 lectures
2	Material Cost - The concept of material control, procedure, Documents, Stock ledger, Bin Card, Stock Levels, Economic Oder Quantity(EOQ)	15 Lectures
3	Labour Cost: The Concept Composition of Labour Cost Labour Cost Records Overtime / Idle Time / Incentive Schemes	15 Lectures
4	Overheads: The Concept Classification of overheads on different bases Apportionment and	15 Lectures

Reference books

- Lectures on Costing by Swaminathan: S. Chand and Company (P) Ltd., New Delhi
- Cost Accounting by C.S. Rayudu, Tata Mc. Grow Hill and Co. Ltd., Mumbai
- Cost Accounting by JawaharLal and Seema Srivastava, Tata Mc. Grow Hill and Co. Ltd., Mumbai
- Cost Accounting by Ravi M. Kishore, Taxmann Ltd., New Delhi • Principles and Practices of Cost Accounting by N.K. Prasad, Book Syndicate Pvt. Ltd., Calcutta
- Cost Accounting Theory and Practice by B.K. Bhar, Tata Mc. Grow Hill and Co. Ltd., Mumbai
- Cost Accounting Principles and Practice by M.N. Arora, Vikas Publishing House Pvt. Ltd., New Delhi
- Advanced Cost and Management Accounting: Problems and Solutions by V.K. Saxena and C.D. Vashist, S. Chand and Company (P) Ltd., New Delhi
- Cost Accounting by S.P. Jain and K.L. Narang, Kalyani Publishers, Ludhiana
- Modern Cost and Management Accounting by M. Hanif, Tata McGraw Hill Education Pvt. Ltd., New Delhi



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Course title: Financial Management - Introduction to Financial Management -I

Course code: VESUCAF103

Course Type: Elective Course

Objective: Knowledge of financial theories within the primary areas of finance; Utilization of problem-solving skills within the finance setting and Application of financial analysis tools and techniques to decision making.

Learning Outcomes (LO):

On successful completion of this course students will be able to:

- LO1 Understand the basic of Financial Management
- LO2 Understand the concepts of time value of money
- LO3 Apply future value and present value concepts to single sums, mixed streams, and annuities.
- LO4 Apply the concept of risk, its measurement for single assets and portfolios, various types of risk, the source and use of betas, and the CAPM and SML
- LO5 Apply techniques for estimating the cost of each component of the cost of capital and understand how to assemble this information into a cost of capital.
- LO6 Explain the concept of leverage and the benefits and costs associated with debt financing.

Unit no.	Details of topics	No of lectures
1	Introduction to Financial Management Introduction Meaning Importance Scope and Objectives Profit vs Value Maximization	12 Lectures
2	Time Value of Money and other concepts The Time Value of Money Present Value Internal Rate of Return Bonds Returns The Returns from Stocks Annuity Techniques of Discounting Techniques of Compounding	12 Lectures
3	Leverage Introduction EBIT & EPS Analysis	12 Lectures

	Types of Leverages: Operating Leverage, Financial Leverage & Composite Leverage Relationship between Operating Leverage and Financial Leverage (Including Practical Problems)	
4	Type of financing Introduction Needs of Finance and Sources: Long Term, Medium Term, Short-Term Long-Term Sources of Finance Short Term Sources of Finance	12 Lectures
5	Cost of Capital Introduction Definition and Importance of Cost of Capital Measurement of Cost of Capital WACC (Including Practical Problems)	12 Lectures

Reference books

- Fundamentals of Financial Management by D. Chandra Bose, PHI Learning Pvt. Ltd., New Delhi
- Fundamentals of Financial Management by Bhabotosh Banerjee, PHI Learning Pvt. Ltd., New Delhi
- Fundamentals of Financial Management by Vyuptakesh Sharma, Pearson Education, New Delhi
- Fundamentals of Financial Management by J.C. Van Horne, Prentice Hall of India, New Delhi
- Financial Management: Text and Problems by M.Y. Khan and P.K. Jain, Tata McGraw Hill, New Delhi
- Financial Management: Theory and Practice by Prasanna Chandra, Tata McGraw Hill, New Delhi
- Financial Management by I.M. Pandey, Vikas Publishing House, New Delhi

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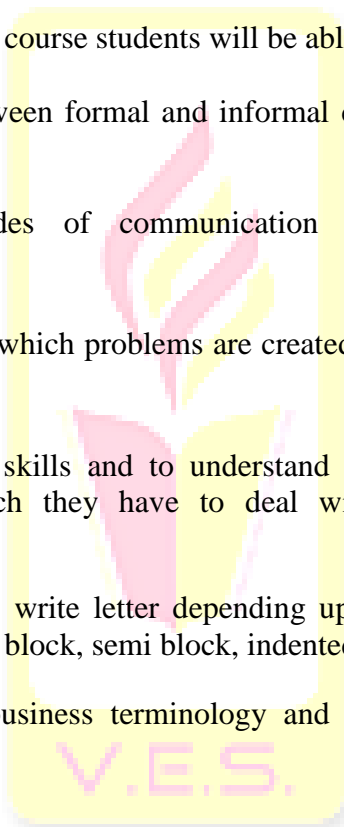
Course title: Business Communication -I
Course code: VESUCAF104
Course Type: Ability Enhancement Course

Objective: The objective of the course is to help the students to acquire the basics of interpersonal communication, corporate communication and soft skills, so as to improve their communication skills and also focus on personality development as per requirement of corporate world.

Learning Outcomes (LO):

On successful completion of this course students will be able to:

- LO1 Make a difference between formal and informal communication which is in the form of grapevine.
- LO2 Utilize different modes of communication depending upon objective of communication.
- LO3 Analyse factors due to which problems are created in communication and the way to overcome them.
- LO4 Have proper listening skills and to understand about ethical issues and crisp traditional topics which they have to deal with even in modern business organizations.
- LO5 Apply various ways to write letter depending upon purpose and by using different forms like full block, semi block, indented letters.
- LO6 Have an idea about business terminology and regarding steps of writing an effective paragraph.



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Unit no.	Details of topics	No of lectures
1	<p>Theory of Communication Concept of Communication: Meaning, Definition, Process, Need, Feedback Emergence of Communication as a key concept in the Corporate and Global world Impact of technological advancements on Communication</p> <p>Channels and Objectives of Communication: Channels- Formal and Informal- Vertical, Horizontal, Diagonal, Grapevine</p> <p>Objectives of Communication: Information, Advice, Order and Instruction, Persuasion, Motivation, Education, Warning, and</p>	15 Lectures

	<p>Boosting the Morale of Employees(A brief introduction to these objectives to be given)</p> <p>Methods and Modes of Communication: Methods: Verbal and Nonverbal, Characteristics of Verbal Communication Characteristics of Non-verbal Communication, Business Etiquette Modes: Telephone and SMS Communication 3 (General introduction to Telegram to be given) Facsimile Communication [Fax] Computers and E- communication Video and Satellite Conferencing</p>	
2	<p>Obstacles to Communication in Business World Problems in Communication /Barriers to Communication: Physical/ Semantic/Language / Socio-Cultural / Psychological / Barriers, Ways to Overcome these Barriers Listening: Importance of Listening Skills, Cultivating good Listening Skills – 4 Introduction to Business Ethics: Concept and Interpretation, Importance of Business Ethics, Personal Integrity at the workplace, Business Ethics and media, Computer Ethics, Corporate Social Responsibility Teachers can adopt a case study approach and address issues such as the following so as to orient and sensitize the student community to actual business practices: Surrogate Advertising, Patents and Intellectual Property Rights, Dumping of Medical/E-waste, Human Rights Violations and Discrimination on the basis of gender, race, caste, religion, appearance and sexual orientation at the workplace Piracy, Insurance, Child Labour</p>	15 Lectures
3	<p>Business Correspondence Theory of Business Letter Writing: Parts, Structure, Layouts—Full Block, Modified Block, Semi - Block Principles of Effective Letter Writing, Principles of effective Email Writing, Personnel Correspondence: Statement of Purpose, Job Application Letter and Resume, Letter of Acceptance of Job Offer, Letter of Resignation [Letter of Appointment, Promotion and Termination, Letter of Recommendation (to be taught but not to be tested in the examination)]</p>	15 Lectures
4	<p>Language and Writing Skills Commercial Terms used in Business Communication Paragraph Writing: Developing an idea, using appropriate linking devices, etc Cohesion and Coherence, self-editing, etc [Interpretation of technical</p>	15 Lectures

	<p>data, Composition on a given situation, a short informal report etc.]</p> <p>Activities</p> <ul style="list-style-type: none"> ▪ Listening Comprehension ▪ Remedial Teaching ▪ Speaking Skills: Presenting a News Item, Dialogue and Speeches ▪ Paragraph Writing: Preparation of the first draft, Revision and Self – Editing, Rules of spelling. <p>Reading Comprehension: Analysis of texts from the fields of Commerce and Management</p>	
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Reference books

- Ashley,A(1992) A Handbook Of Commercial Correspondence, Oxford University Press.
- Aswalthapa, K (1991)Organisational Behaviour, Himalayan Publication, Mumbai.
- Atreya N and Guha (1994) Effective Credit Management, MMC School of Management, Mumbai.
- Bahl,J.C. and Nagamia,S.M. (1974) Modern Business Correspondence and Minute Writing.
- Balan,K.R. and Rayudu C.S. (1996) Effective Communication, Beacon New Delhi.
- Bangh, LSue, Fryar,Maridell and Thomas David A. (1998) How to Write First Class Business Correspondence, N.T.C. Publishing Group USA.
- Banerjee, Bani P (2005) Foundation of Ethics in Mangement Excel Books 10.Businessworld Special Collector’s Issue: Ethics and the Manager
- Barkar, Alan(1993) Making Meetings Work, Sterling Publications Pvt. Ltd., New Delhi.
- Basu,C.R.(1998) Business Organisation and Management, T.M.H.New Delhi.
- Benjamin, James (1993) Business and Professional Communication Concepts and Practices, Harper Collins College Publishers, New York.
- Bhargava and Bhargava91971) Company Notices, Meetings and Regulations
- Black, Sam (1972) Practical Public Relations, E.L.B.S. London.
- BoveeCourtland,L and Thrill, John V(1989) Business Communication, Today McGraw Hill, New York, Taxman Publication.
- Burton, G and Thakur, (1995) Management Today- Principles and Practices. T.M.H.,New Delhi.
- Darrow, Richard, Forrstal, Dan and Coolman, Aubrey (1967) Public Relations Handbook, TheDartwell Co., Chicago.
- Dayal, Ishwar(9810) Managing Large Organizations: A Comparative Study

Course title: Foundation Course-I
Course code: VESUCAF105
Course Type: Skill Enhancement Courses

Objective: To understand the diverse culture of India and provide solutions to the complexities and problems arising due to Diversity, Democracy and Social Stratification in Indian Society

Learning Outcomes(LO):

On successful completion of this course students will be able to:

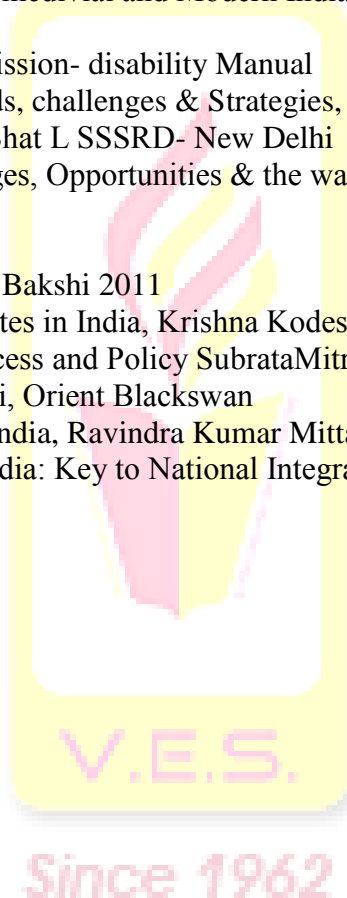
- LO1 Learn about diversity and variations in culture with respect to languages, religions, regions, and population
- LO2 Understand the disparity and social stratification based on gender, caste, class and estate system. Create sensitization among students about dealing with different genders in society
- LO3 Learn to manage and mitigate the inter-group conflicts in Indian society
- LO4 Recognize the importance and nitty-gritty of the Indian Constitution
- LO5 Awareness about the detailed political structure and governance framework of India

Unit no.	Details of topics	No of lectures
1	Overview of Indian Society Understand the multi-cultural diversity of Indian society through its demographic composition: population distribution according to religion, caste, and gender; Appreciate the concept of linguistic diversity in relation to the Indian situation; Understand regional variations according to rural, urban and tribal characteristics; Understanding the concept of diversity as difference	05 Lectures
2	Concept of Disparity- 1 Understand the concept of disparity as arising out of stratification and inequality; Explore the disparities arising out of gender with special reference to violence against women, female foeticide (declining sex ratio), and portrayal of women in media. Gender Sensitization and steps to solve the issue	10 Lectures
3	Concept of Disparity- 2 Examine inequalities manifested due to the caste system and inter-group conflicts arising thereof; Understand inter-group conflicts arising out of Examine the causes and effects of conflicts arising out of regional is mind linguistic differences	10 Lectures
4	The Indian Constitution Philosophy of the Constitution as set out in the Preamble; The structure of the Constitution-the Preamble, Main Body and Schedules; Fundamental Duties of the Indian Citizen; tolerance, peace and	10 Lectures

	communal harmony as crucial values in strengthening the social fabric of Indian society; Basic features of the Constitution	
5	Significant Aspects of Political Processes The party system in Indian politics; Local self-government in urban and rural areas; the 73rd and 74th Amendments and their implications for inclusive politics; Role and significance of women in politics	10 Lectures

Reference books

- Social and Economic Problems in India, Naseem Azad, R Gupta Pub (2011)
- Indian Society and Culture, Vinita Padey, Rawat Pub (2016)
- Social Problems in India, Ram Ahuja, Rawat Pub (2014)
- Faces of Feminine in Ancient , medieval and Modern India, Mandakranta Bose Oxford University Press
- National Humana rights commission- disability Manual
- Rural, Urban Migration : Trends, challenges & Strategies, S Rajagopalan, ICFAI- 2012
- Regional Inequities in India Bhat L SSSRD- New Delhi
- Urbanisation in India: Challenges, Opportunities & the way forward, I J Ahluwalia, Ravi Kanbur, P K Mohanty, SAGE Pub (2014)
- The Constitution of India, P M Bakshi 2011
- The Problems of Linguistic States in India, Krishna Kodesia Sterling Pub
- Politics in India: structure, Process and Policy SubrataMitra, Routledge Pub
- Politics in India, Rajani Kothari, Orient Blackswan
- Problems of Communilism in india, Ravindra Kumar Mittal Pub
- Combating communalism in India: Key to National Integration, KawalKishor Bhardwaj, Mittal Pub



Course title: Commerce- Business Environment -I

Course code: VESUCAF106

Course Type: Core Course

Objective: Helps to identify the basic needs to the environment from the business and its activities.

Learning Outcomes (LO):

On successful completion of this course students will be able to:

- LO1 To know the minor and major factors affecting the business in various streams
- LO2 To know the different environment like, political, technological and economic environment in the business
- LO3 To acquire in-depth knowledge about legal environment.
- LO4 Identification of various opportunities and threats in the business
- LO5 Understands basic economy and working of the country in legal matters with CSR activities taken by the business

Unit No	Details of Topic	No of Lectures
1	1. Business and its Environment a) Business Objectives, Dynamics of Business and its Environment, Types of Business Environment Environmental Analysis: Importance, Factors, PESTEL Analysis, SWOT Analysis	15 lectures
2	2. Business and Society a) Business Ethics: Nature and Scope of Ethics, Ethical Dilemmas, Corporate Culture and Ethical Climate b) Development of Business Entrepreneurship: Entrepreneurship and Economic Development, Micro, Small and Medium Enterprises Development (MSMED) Act, 2006, Entrepreneurship as a Career Option Start up and Making in India c) Consumerism and Consumer Protection: Consumerism in India, Consumer Protection Act1986	15 lectures

3	3. Contemporary Issues a) Corporate Social Responsibility and Corporate Governance: Social Responsibility of Business, Ecology and Business, Carbon Credit b) Social Audit: Evolution of Social Audit, Benefits of Social Audit, Social Audits Commercial Audit	15 lectures
4	4. International Environment a) Strategies for going Global: MNCs and TNCs, WTO b) Foreign Trade in India- Balance of Trade, FDI Investment Flows audits Implication for Indian Industries	15 lectures

Reference Books: -

- Business Environment Text and Cases by M.B. Shukla, Taxman Publications, New Delhi
- Global Economy and Business Environment by Francis Cherunilam, Himalaya Publication House, Mumbai
- Business Environment: Text and Cases by Francis Cherunilam, Himalaya Publication House, Mumbai • Indian Economy by Dutt and Sundaram, S. Chand and Company Pvt. Ltd., New Delhi
- Essentials of Business Environment by K. Aswathappa, Himalaya Publication House, Mumbai
- Business Environment by Justin Paul, Tata McGraw Hill Education Pvt. Ltd., New Delhi • Indian Economy by Misra and Puri, Himalaya Publishing House, Mumbai
- Entrepreneurial Development by S.S. Khanka, S. Chand and Company Pvt. Ltd., New Delhi • Dynamics of Entrepreneurship by Vasanta Desai, Himalaya Publishing House, Mumbai
- Entrepreneurship and Small Development Business Management by C.B. Gupta and S.S. Khanka, Sultan Chand and Sons, New Delhi • Entrepreneurship by David H. Holt, PHI Learning Pvt. Ltd., New Delhi
- Management of Small-Scale Industries by Vasant Desai, Himalaya Publishing House, Mumbai • Business and Government by Francis Cherunilam, Himalaya Publishing House, Mumbai
- Corporate Governance in India by Jayati Sarkar and Subrata Sarkar, Sage Publications, New Delhi • Corporate G

Course title: Business Economics - I

Course code: VESUCAF107

Course type: Core Course

Objective: After completing this course student will be able to get a good knowledge about the Micro Economics and also learn about the practical aspects

Learning Outcomes (LO):

On successful completion of this course students will be able to:

- LO1 Understand about the Business Economics tools like Opportunity cost principle, incremental and marginal cost concepts.
- LO2 Understand about the basic functional relation with the help of Total, Average and Marginal analysis for decision making
- LO3 Understand about the demand analysis/ demand function in depth
- LO4 Understand about the Supply and Production Decisions and Cost of Production
- LO5 Understand about the different market structure and their policies and also about the pricing practice.

Unit No	Details of Topic	No of Lectures
1	Introduction Scope and Importance of Business Economics - basic tools- Opportunity Cost principle- Incremental and Marginal Concepts. Basic economic relations - functional relations: equations- Total, Average and Marginal relations- use of Marginal analysis in decision making, The basics of market demand, market supply and equilibrium price- shifts in the demand and supply curves and equilibrium	10 lectures
2	Demand Analysis Demand Function - nature of demand curve under different markets Meaning, significance, types and measurement of elasticity of demand (Price, income cross and promotional)- relationship between elasticity of demand and revenue concepts Demand estimation and forecasting: Meaning and significance - methods of demand estimation : survey and statistical methods <i>(numerical illustrations on trend analysis and</i>	10 lectures

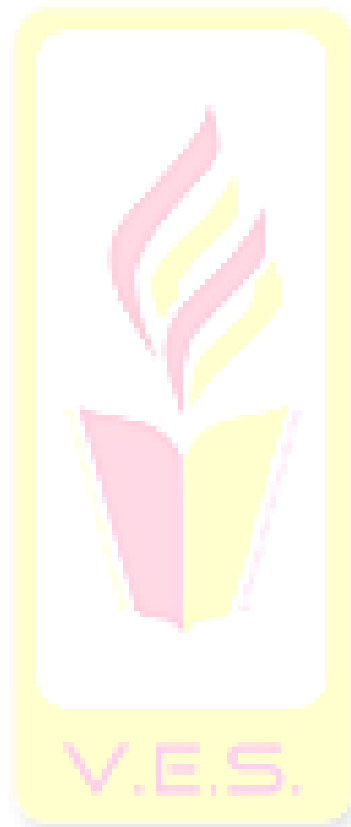
	<i>simple linear regression)</i>	
3	<p>Supply and Production Decisions and Cost of Production Production function: short run analysis with Law of Variable Proportions- Production function with two variable inputs- isoquants, ridge lines and least cost combination of inputs- Long run production function and Laws of Returns to Scale - Expansion path - Economies and diseconomies of Scale. Cost concepts: Accounting cost and economic cost, implicit and explicit cost, fixed and variable cost - total, average and marginal cost - Cost Output Relationship in the Short Run and Long Run (<i>hypothetical numerical problems to be discussed</i>), LAC and Learning curve - Break even analysis (<i>with business applications</i>)</p>	15 lectures
4	<p>Market structure: Perfect competition and Monopoly and Pricing and Output Decisions under Imperfect Competition Short run and long run equilibrium of a competitive firm and of industry - monopoly - short run and long- run equilibrium of a firm under Monopoly Monopolistic competition: Equilibrium of a firm under monopolistic competition, debate over role of advertising (<i>topics to be taught using case studies from real life examples</i>) Oligopolistic markets: key attributes of oligopoly - Collusive and non-collusive oligopoly market - Price rigidity - Cartels and price leadership models (<i>with practical examples</i>)</p>	15 lectures
5	<p>Pricing Practices Cost oriented pricing methods: cost – plus (full cost) pricing, marginal cost pricing, Mark up pricing, discriminating pricing, multiple – product pricing - transfer pricing (<i>case studies on how pricing methods are used in business world</i>)</p>	10 lectures

Reference Books: -

- Mehta, P.L.: Managerial Economics – Analysis, Problem and Cases (S. Chand &

Sons, N. Delhi, 2000)

- Hirschey .M., Managerial Economics, Thomson South western (2003)
- Salvatore, D.: Managerial Economics in a global economy (Thomson South Western Singapore, 2001)
- Frank Robert.H, Bernanke. Ben S., Principles of Economics (Tata McGraw Hill (ed.3)
- Gregory Mankiw., Principles of Economics, Thomson South western (2002 reprint)
- Samuelson & Nordhas.: Economics (Tata McGraw Hills, New Delhi, 2002)
- Pal Sumitra, Managerial Economics cases and concepts (Macmillan, New Delhi, 2004)



Since 1962

Semester II

Detailed Syllabus: Unit wise / Module wise with number of lectures

Course title: Financial Accounting – Special Accounting Areas - II

Course code: VESUCAF201

Course type: Elective Courses

Objective: After Completing this course student will get the knowledge about the special accounting areas and idea about the invoice price.

Learning Outcomes (LO):

On successful completion of this course students will be able to:

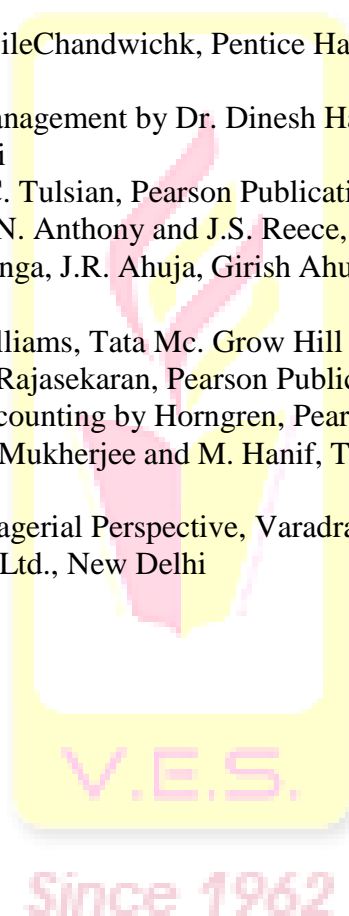
- LO1 Understand the procedure of accounting of incomplete records in sole proprietor business.
- LO2 Understand about the concept of Consignment Accounting and Agency business.
- LO3 Get the knowledge if Inter branch transfer and methods of doing the branch accounting
- LO4 Understand about the Accounting techniques used for Fire insurance claim
- LO5 Understand about the special accounting areas of the different types of business

Unit no.	Details of topics	No of lectures
1.	Accounting from Incomplete Records	15 Lectures
	Introduction Problems on Preparation of Final Accounts of Proprietary Trading Concern (Conversion Method)	
2.	Consignment Accounts	15 Lectures
	Accounting for Consignment Transactions Valuation of Stock Invoicing of Goods at Higher Price (Excluding Overriding Commission, Normal/Abnormal Losses)	
3.	Branch Accounts	15 Lectures
	Meaning / Classification of Branches Accounting for Dependent Branch Not Maintaining Full Books Debtors Method Stock and Debtors Method	
4.	Fire Insurance Claims	15

		Lectures
	Computation of Loss of Stock by Fire Ascertainment of Claim as per the Insurance Policy Exclude: Loss of Profit and Consequential Loss	

References:-

- Introduction to Accountancy by T.S. Grewal, S. Chand and Company (P) Ltd., New Delhi
- Advance Accounts by Shukla and Grewal, S. Chand and Company (P) Ltd., New Delhi
- Advanced Accountancy by R.L Gupta and M. Radhaswamy, S. Chand and Company (P) Ltd., New Delhi
- Modern Accountancy by Mukherjee and Hanif, Tata Mc. Grow Hill and Co. Ltd., Mumbai
- Financial Accounting by LesileChandwichk, Pentice Hall of India Adin Bakley (P) Ltd., New Delhi
- Financial Accounting for Management by Dr. Dinesh Harsalekar, Multi-Tech. Publishing Co. Ltd., Mumbai
- Financial Accounting by P.C. Tulsian, Pearson Publications, New Delhi
- Accounting Principles by R.N. Anthony and J.S. Reece, Richard Irwin, Inc
- Financial Accounting by Monga, J.R. Ahuja, Girish Ahuja and Ashok Shehgal, Mayur Paper Back, Noida
- Financial Accounting by Williams, Tata Mc. Grow Hill and Co. Ltd., Mumbai
- Financial Accounting by V. Rajasekaran, Pearson Publications, New Delhi
- Introduction to Financial Accounting by Horngren, Pearson Publications, New Delhi
- Financial Accounting by M. Mukherjee and M. Hanif, Tata McGraw Hill Education Pvt. Ltd., New Delhi
- Financial Accounting a Managerial Perspective, Varadraj B. Bapat, MehulRaithatha, Tata McGraw Hill Education Pvt Ltd., New Delhi



Course title: Auditing - Introduction and Planning -I

Course code: VESUCAF202

Course Type: Elective Courses

Objective: The course objective is to provide basic knowledge about auditing concepts and its relevance in business to detect errors and frauds in financial statements with help of auditing techniques.

Learning Outcomes (LO):

On successful completion of this course students will be able to:

- LO1 Understand Principles and Objectives of Auditing.
- LO2 Identify errors of omission and commission in financial statements and understand the system of reporting about it to the company.
- LO3 Compare different audit carried out by the auditor over a period of time for specific purpose.
- LO4 Plan the ways to verify books of account and maintain proper documentation in the form of audit notebook and working papers.
- LO5 Distinguish between internal check, test check and internal control.
- LO6 Analyze methods of selecting values for examination of company accounts and make a decision on sample size.
- LO7 Determine the Role of Statutory Auditor in Company.

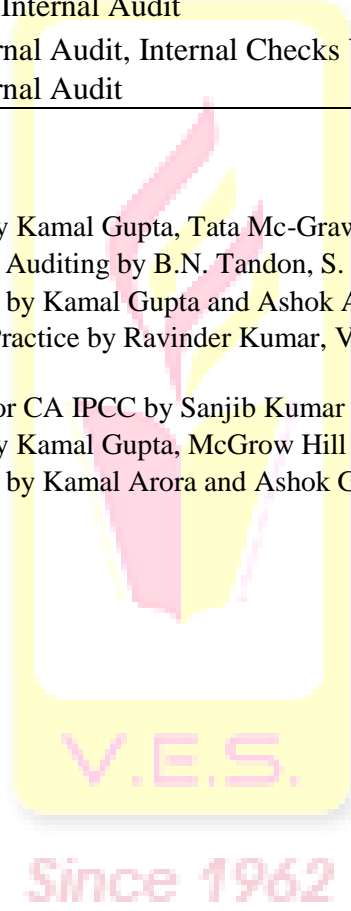
Unit no.	Details of topics	No of lectures
1.	Introduction to Auditing	15
	<ul style="list-style-type: none">• Basics Financial Statements, Users of Financial Information, Definition of Auditing, Objectives of Auditing - Primary and Secondary, Expression of Opinion, Detection of Frauds and Errors, Inherent Limitations of Audit• Errors and Frauds Concepts, Reasons and Circumstances, Types of Errors - Commission, Omission, Principle and Compensating, Types of Frauds, Risk of Fraud and Error in Audit, Auditor's Duties and Responsibilities in Respect of Fraud	

	<ul style="list-style-type: none"> • Principles of Audit Integrity, Objectivity, Independence, Confidentiality, Skills and Competence, Materiality and Work Performed by Others, Documentation, Planning, Audit Evidence, Accounting System and Internal Control, Audit Conclusions and Reporting • Types of Audit Meaning, Advantages and Disadvantages of Balance Sheet Audit, Interim Audit, Continuous Audit, Concurrent Audit, Annual Audit • Miscellaneous Advantages of Independent Audit, Qualities of Auditors, Auditing Vs Accounting, Auditing Vs Investigation, View the Concept True and Fair • Accounting Concepts Relevant to Auditing Materiality, Going Concern 	
2.	Audit Planning, Procedures and Documentation	15
	<ul style="list-style-type: none"> • Audit Planning Meaning, Objectives, Factors to be Considered, Sources of Obtaining Information, Discussions with Client, Overall Audit Plan • Audit Programme Meaning, Factors to be Considered, Advantages, Disadvantages, Overcoming Disadvantages, Methods of Work, Instruction before Commencing Works of Audit, Overall Audit Approach • Audit working Papers Meaning, Importance, Factors Determining Form and Contents, Main Functions / Importance, Features, Contents of Permanent Audit File, Temporary Audit File, Ownership, Custody, Access of Other Parties to Audit Working Papers, Auditors Lien on Working Papers, Auditors Lien on Client's Books • Audit Notebook Meaning, Structure, Contents, General Information, Current Information and Importance 	
3.	Auditing Techniques	15
	<ul style="list-style-type: none"> • Test Check Test Checking Vs Routing Checking, Test Check Meaning, Features, Factors to be Considered, When Test Checks can be Used, Advantages, Disadvantages and Precautions. • Audit Sampling Audit Sampling, Meaning, Purpose, Factors in Determining Sample Size - Sampling Risk, Tolerable Error and Expected Error, Methods of Selecting Sample Items Evaluation of 	

	<p>Sample Results Auditors Liability in Conducting Audit based on Sample</p> <ul style="list-style-type: none"> • Internal Control Meaning and Purpose, Review of Internal Control, Advantages, Auditors Duties, Review of Internal Control, Inherent Limitations of Internal Control, Internal Control Samples for Sales and Debtors, Purchases and Creditors, Wages and Salaries • Internal Checks Vs Internal Control, Internal Checks Vs Test Checks 	
4.	Internal Audit	15
	<p>Meaning, Objectives, Evaluation of Internal Audit by Statutory Auditor, Usefulness of Internal Audit</p> <p>Internal Audit Vs External Audit, Internal Checks Vs Internal Audit. Quarter Audit and Internal Audit</p>	

References:-

- Contemporary Auditing by Kamal Gupta, Tata Mc-Graw Hill, New Delhi
- A Hand-Book of Practical Auditing by B.N. Tandon, S. Chand and Company, New Delhi
- Fundamentals of Auditing by Kamal Gupta and Ashok Arora, Tata McGraw Hill, New Delhi
- Auditing: Principles and Practice by Ravinder Kumar, Virender Sharma, PHI Learning Pvt. Ltd., New Delhi
- Auditing and Assurance for CA IPCC by Sanjib Kumar Basu, Pearson Education, New Delhi
- Contemporary Auditing by Kamal Gupta, McGraw Hill Education Pvt. Ltd., New Delhi
- Fundamentals of Auditing by Kamal Arora and Ashok Gupta, Tata McGraw Hill, New Delhi



Course title: Innovative Financial Services

Course code: VESUCAF203

Course Type: Elective Course

Objective: To understand about various financial services provided by financial institutions and their working through which they earn revenue.

Learning Outcomes (LO):

On successful completion of this course students will be able to:

- LO1 Categorise various financial institutions based on scope of products and services offered by them.
- LO2 Analyze various alternatives available for business to raise required funds at low cost.
- LO3 Determine role of financial intermediary like merchant bankers, brokers, underwriters in case of listing and existing companies.
- LO4 Define Leasing and Hire Purchase and their types and Laws relating to it.
- LO5 Ascertain about Housing Finance Companies in India, their Regulator and problems faced by them.
- LO6 Find out about Venture Capital Firms and type of financing they offer.
- LO7 Understand consumer finance mechanism in India.
- LO8 Decide factors based on which credit rating is given to financial instruments and also about different ratings.

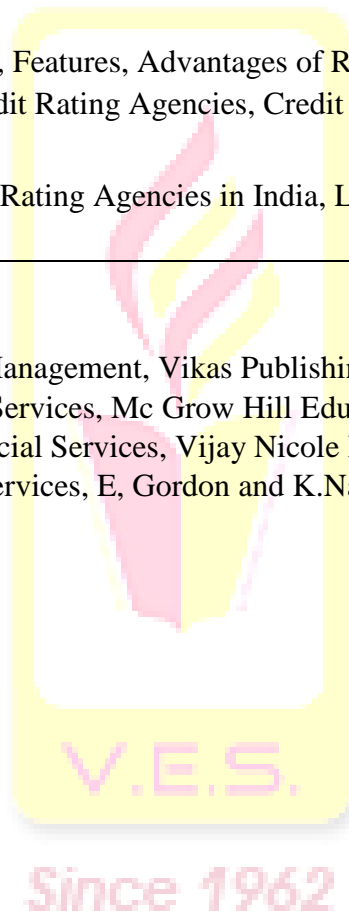
Unit no.	Details of topics	No of lectures
1	Introduction to Traditional Financial Services	15
	a) Financial Services: <ul style="list-style-type: none">• Concept, Objectives/Functions, Characteristics, Financial Service Market, Financial Service Market Constituents, Growth of Financial Services in India, Problems in Financial Service Sector, Banking and Non- Banking Companies, Regulatory Framework. b) Factoring and Forfaiting: <ul style="list-style-type: none">• Introduction, Types of Factoring, Theoretical Framework, Factoring Cost, Advantages and Disadvantages of Factoring, Factoring in India, Factoring v/s Forfaiting, Working of	

	<p>Forfeiting, Benefits and Drawbacks of Forfeiting, Practical Problems.</p> <p>c) Bill Discounting:</p> <ul style="list-style-type: none"> • Introduction, Framework, Bill Market Schemes, Factoring V/s Bill discounting in Receivable Management. 	
2.	Issue Management and Securitization	15
	<p>a) Issue Management and Intermediaries:</p> <ul style="list-style-type: none"> • Introduction, Merchant Bankers/ Lead Managers, Underwriters, Bankers to an Issue ,Brokers to an Issue <p>b) Stock Broking:</p> <ul style="list-style-type: none"> • Introduction,StockBrokers,SubBrokers,ForeignBrokers,Trading andClearing/Self Clearing Members, Stock Trading (Cash and Normal) Derivative Trading <p>c) Securitization:</p> <p>Definition, Securitization v/s Factoring, Features of Securitization, Pass Through Certificates ,Securitization Mechanism, Special Purpose Vehicle, Securitisable Assets, Benefits of Securitization, New Guidelines on Securitization</p>	
3.	Financial Services and its Mechanism	15
	<p>a) Lease and Hire-Purchase:</p> <ul style="list-style-type: none"> • Meaning, Types of Lease - Finance Lease, Operating Lease, Advantages and Disadvantages of Leasing, Leasing in India, Legal aspects of Leasing. <p>Definition of Hire Purchase, Hire Purchase and Installment Sale Characteristics, Hire Purchase and Leasing, Advantages of Hire Purchase, Problems of Hire Purchase.</p> <p>b) Housing Finance:</p> <ul style="list-style-type: none"> • Introduction, Housing Finance Industry, Housing Finance Policy Aspect, Sources of Funds, Market of Housing Finance, Housing Finance in India- Major Issues,HousingFinanceinIndia– GrowthFactors,HousingFinanceInstitutionsinIndia,NationalHousingBank(NHB),GuidelinesforAssetLiabilityManagement System in HFC, Fair Trade Practice Code for HFC's ,HFA 	
	<p>c) Venture Capital:</p> <p>Introduction, Features of Venture Capital, Types of Venture Capital Financing Stages, Disinvestment mechanisms, Venture Capital Investment process, Indian Scenario</p>	
4.	Consumer Finance and Credit Rating	15
	<p>a) Consumer Finance:</p> <ul style="list-style-type: none"> • Introduction, Sources, Types of Products, Consumer Finance Practice in India, Mechanics of Consumer Finance, Terms, 	

	<p>Pricing, Marketing and Insurance of Consumer Finance, Consumer Credit Scoring, Case for and against Consumer Finance</p> <p>b) Plastic Money:</p> <ul style="list-style-type: none"> • Growth of Plastic Money Services in India, Types of Plastic Cards- Credit card-Debit Card- Smart card- Add-on Cards, Performance of Credit Cards and Debit Cards, Benefits of Credit Cards, Dangers of Debit Cards, Prevention of Frauds and Misuse, Consumer Protection. Indian Scenario. • SmartCards- Features,Types,SecurityFeaturesandFinancialApplications <p>c) Credit Rating:</p> <ul style="list-style-type: none"> • Meaning, Origin, Features, Advantages of Rating, Regulatory Framework, Credit Rating Agencies, Credit Rating Process, Credit Rating • Symbols. Credit Rating Agencies in India, Limitations of Rating 	
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References:

- IM Pandey, Financial Management, Vikas Publishing House Ltd.
- Khan M.Y. , Financial Services, Mc Grow Hill Education.
- Dr. S. Gurusamy, Financial Services, Vijay Nicole Imprints.
- Financial Market and Services, E, Gordon and K.Natrajan, Himalaya Publishing House.



Course title: Business Communication- II

Course code: VESUCAF204

Course Type : Ability Enhancement Course

Objective: The objective of this course is to help the students to understand and apply presentation skills and ways to write effective letters in business, so that better customer relationship can be maintained.

Learning Outcomes (LO):

On successful completion of this course students will be able to:

- LO1 Construct and design effective presentations by utilizing various techniques.
- LO2 Understand interview process through which candidate have to go through from joining an organization till the date they exit from organization.
- LO3 Aware of Meetings and Conferences and entire procedure followed by the companies to turn it into successful one.
- LO4 Solve about any query as consumer as they are taught about various consumer forums where they can file their complaint.
- LO5 Analyze manner in which business person reply to different letters which they receive from parties connected to business.
- LO6 Also Identify about Right to Information Act, where as a citizen they have a right to obtain information about government activities.

Unit no.	Details of topics	No of lectures
1	Presentation Skills	15 Lectures
	Presentations: (to be tested in tutorials only) 4 Principles of Effective Presentation Effective use of OHP Effective use of Transparencies How to make a Power-Point Presentation	
2.	Group Communication	15 Lectures
	Interviews: Group Discussion Preparing for an Interview, Types of Interviews – Selection, Appraisal, Grievance, Exit Meetings: Need and Importance of Meetings, Conduct of Meeting	

	and Group Dynamics Role of the Chairperson, Role of the Participants, Drafting of Notice, Agenda and Resolutions Conference: Meaning and Importance of Conference Organizing a Conference Modern Methods: Video and Tele – Conferencing .Presentation Skills, Online Meeting etiquettes Public Relations: Meaning, Functions of PR Department, External and Internal Measures of PR	
3.	Business Correspondence	15 Lectures
	Trade Letters: Order, Credit and Status Enquiry, Collection (just a brief introduction to be given) Only following to be taught in detail:- Letters of Inquiry, Letters of Complaints, Claims, Adjustments Sales Letters, promotional leaflets and fliers Consumer Grievance Letters, Letters under Right to Information (RTI) Act [Teachers must provide the students with theoretical constructs wherever necessary in order to create awareness. However students should not be tested on the theory].	
4.	Language and Writing Skills	15 Lectures
	Reports: Parts, Types, Feasibility Reports, Investigative Reports Summarization: Identification of main and supporting/sub points Presenting these in a cohesive manner	

References:

- Agarwal, Anju D(1989) A Practical Handbook for Consumers, IBH.
- Alien, R.K.(1970) Organisational Management through Communication.
- Ashley,A(1992) A Handbook Of Commercial Correspondence, Oxford University Press.
- Aswalthapa, K (1991)Organisational Behaviour, Himalayan Publication, Mumbai.
- Atreya N and Guha (1994) Effective Credit Management, MMC School of Management, Mumbai.
- Bahl,J.C. and Nagamia,S.M. (1974) Modern Business Correspondence and Minute Writing.
- Balan,K.R. and Rayudu C.S. (1996) Effective Communication, Beacon New Delhi.
- Bangh, LSue, Fryar,Maridell and Thomas David A. (1998) How to Write First Class Business Correspondence, N.T.C. Publishing Group USA.

Course title: Foundation Course – II
Course code: VESUCAF205
Course Type: Skill Enhancement Course

Objective: To understand the importance and impact of Social, Mental, Economic and Environmental aspects of life on Human Beings

Learning Outcomes (LO):

On successful completion of this course students will be able to:

- LO1 Become aware about the New Economic Policy, 1991 and understand the impact of Information Technology on Indian economy
- LO2 Understand the concept of Human Rights and learn the application of Human Rights positively in daily life
- LO3 Learn the importance of environment and available natural resources with respect to social economic aspects of life
- LO4 Differentiate between the causes of Stress and Conflict and Identify conflicts arising out of prejudice and stereotypes
- LO5 Learn to manage the stress and conflicts in daily life using various methods

Unit no.	Details of topics	No of lectures
1.	Globalization and Indian Society	07 lectures
	Understanding the concepts of liberalization, privatization and globalization; Growth of information technology and communication and its impact manifested in everyday life; Impact of globalization on industry: changes in employment and increasing migration; Changes in agrarian sector due to globalization; rise in Corporate farming and increase in farmers' suicides.	
2.	Human Rights	10 lectures
	Concept of Human Rights; origin and evolution of the concept; The Universal Declaration of Human Rights; Human Rights constituents with special reference to Fundamental Rights stated in the Constitution	
3.	Ecology	10 lectures
	Importance of Environment Studies in the current developmental context; Understanding concepts of Environment, Ecology and their interconnectedness; Environment as natural capital and connection to	

	quality of human life; Environmental Degradation- causes and impact on human life; Sustainable development- concept and components; poverty and environment	
4.	Understanding Stress and Conflict	10 lectures
	Causes of stress and conflict in individuals and society; Agents of socialization and the role played by them in developing the individual; Significance of values, ethics and prejudices in developing the individual; Stereotyping and prejudice as significant factors in causing conflicts in society.	
5.	Managing Stress and Conflict in Contemporary Society	08 lectures
	Types of conflicts and use of coping mechanisms for managing individual stress; Maslow's theory of self-actualization; Different methods of responding to conflicts in society; Conflict-resolution and efforts towards building peace and harmony in Society. Solution to Pandemic Mental Problems	

References:-

- A decade of economic reforms in India (The past, the present, the future)-Edited by Raj Kapila and Uma Kapila, Academic Foundation (2002)
- Impact of the policies of WTO on Indian agriculture - S. Nehru, Serial Pub. (2012)
- Privatisation of public enterprises – Emerging dimensions – Edited by G.S. Batra, NarinderKaur , Anmol Pub. (1995)
- Economics of development – Dwight Perkins, Steven Radelet, David Lindauer, Norton company (2006)
- Industrial Policy and economic development in India (1947 -2012) – AnupChatterjeeNew Century Pub. (2012)
- Globalisation and development of backward areas – Edited by G. Satyanarayana New Century Pub. (2007)
- Contemporary issues in globalisation – An introduction to theory and policy in India SoumyenSikder , Oxford University Press (2002)
- Environmental Studies – Dr. Vijay Kumar Tiwari , Himalayan Pub. (2010)
- Ecology and environment – Benu Singh, Vista International Pub. (2006)
- Universal Human Rights : In theory and practice, Jack Donnelly, (2014)
- Stress Management – Dr. N. Tejmani Singh ,Maxford books (2011)
- Stress blasters – Brian Chchester, Perry Garfinkel and others , Rodale Press (1997)

Course title: Business Law - Business Regulatory Framework -I

Course code: VESUCAF206

Course Type: Core Course

Objective: The objective of the course is to provide information about Laws in India and also assist them in understanding legal terms.

Learning Outcomes (LO):

On successful completion of this course students will be able to:

- LO1 Understand various legal aspects related to contract and eligibility of parties to enter into contract.
- LO2 Analyze ways to transfer property in goods by hire purchase agreement and liability of parties as per agreement.
- LO3 Distinguish between Holder and holder in due course in case of Negotiable Instrument.
- LO4 Comprehend the actual definition of Consumer as per Consumer Protection Act, 1986.
- LO5 Have insight about ways to deal with defects in goods and deficiency in services by following legal route

Unit no.	Details of topics	No of lectures
1.	Law of Contract 1872	15
	(a) Nature of Contract (b) Classification of Contracts (c) Offer and Acceptance (d) Capacity of Parties to Contract (e) Free Consents (f) Consideration (g) Legality of Object (h) Agreement Declared Void (i) Performance of Contract (j) Discharge of Contract (k) Remedies for Breach of Contract (l) Indemnity (m) Guarantee	

	(n) Bailment and Pledge (o) Agency	
2.	Sale of Goods Act 1930	15
	(a) Formation of Contract of Sale (b) Goods and their Classifications (c) Price, Conditions and Warranties (d) Transfer of Properties in Goods (e) Performance of Contract of Sales (f) Unpaid Seller and his Rights (g) Sale by Auction (h) Hire Purchase Agreement	
3.	Negotiable Instrument Act 1881	15
	(a) Definition of Negotiable Instruments (b) Features of Negotiable Instruments (c) Promissory Note (d) Bill of Exchange and Cheque (e) Holder and Holder in due Course (f) Crossing of a Cheque (g) Types of Crossing (h) Dishonor and Discharge of Negotiable Instruments	
4.	Consumer Protection Act 1986	15
	(a) Salient Features (b) Definition of Consumers (c) Deficiency in-service (d) Defects in Goods	

References:-

- Indian Contract Act, Sales of Goods Act and Partnership Act by T.R. Desai, Sarkar and Sons Pvt. Ltd., Kolkata
- The Negotiable Instrument Act by J.S. Khergamwala, N.M. Tripathi Pvt. L.td., Mumbai
- The Principles of Mercantile Law by Avtar Singh, Eastern Book Company, Lucknow
- Business Law by M.C. Kuchal, Vikas Publishing House, New Delhi
- Business Law by N.D. Kapoor, Sultan Chand and Sons, New Delhi
- Business Law by P.R. Chandha, Galotia, Dew Delhi

Course title: Business Mathematics

Course code: VESUCAF207

Course type : Core Course

Objective: The aims of teaching and learning mathematics are to encourage and enable students to develop mathematical curiosity and understand the concept of business calculations such as profit and loss, ratios, percentages, dividends, interest and annuities etc.

Learning Outcomes (LO):

On successful completion of this course students will be able to:

LO 1: Students will be reinforced of mathematical computations.

LO 2: Challenge the student to understand how to process and interpret information to arrive at logical conclusions to common business math applications.

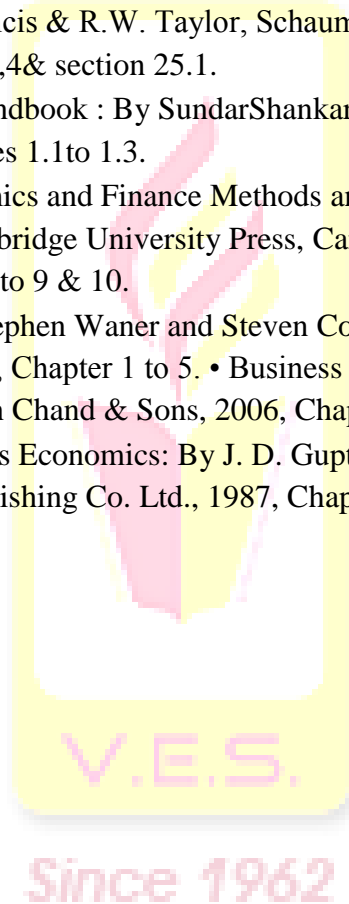
LO 3: Develop proficiency in the application to solve business math problems.

LO 4: Understand the important role math plays in all facets of the business world.

Unit no.	Details of topics	No of lectures
1.	Ratio, Proportion and Percentage	15
	Ratio- Definition, Continued ratio, Inverse Ratio, Proportion - Continued proportion, Direct proportion, Inverse proportion, Variation - Inverse variation, Joint variation Percentage- Meaning and computation of percentage	
2.	Profit and Loss	15
	Terms and formulae, Trade discount, Cash discount, problems involving cost price, selling price, trade discount, cash discount. Introduction to Commission and brokerage – problems on commission and brokerage	
3.	Interest and Annuity	15
	Simple interest, compound interest, Equated monthly instalments, reducing balance and flat rate of interest Annuity immediate- present value and future value Stated annual rate and effective annual rate	
4.	Mathematical Implications in Shares and Mutual Funds	15
	Shares- Concept, face value, market value, dividend, Equity shares, preference shares, bonus shares, Mutual Fund- Simple problems on calculation of net income after considering entry load, exit load, dividend, change in net asset value	

References:

- Mathematical Statistics by J.K. Goyal and J.N. Sharma, Krishna Prakashan Ltd., Meerut
- Business Mathematics and Statistics by R.K. Ghosh and S. Saha, New Central Agency Pvt. Ltd. Calcutta
- Commerce Mathematics by Om P. Chug, etc., Anmol Publication Ltd., New Delhi
- Mathematics for Economics and Business by J. Soper, Blackwell Publishing, U.S.A.
- Business Mathematics & Statistics: B Aggarwal, Ane Book Pvt. Limited
- Business Mathematics: D C Sancheti & V K Kapoor, Sultan Chand & Sons
- Business Mathematics: A P Verma, Asian Books Pvt. :Limited.
- Investments By J.C. Francis & R.W. Taylor, Schaum's Outlines, Tata Mc-Graw Hill Edition 2000, Chapters 2,4 & section 25.1.
- Indian Mutual Funds Handbook : By Sundar Shankaran, Vision Books, 2006, Sections 1.7,1.8.1,6.5 & Annexures 1.1 to 1.3.
- Mathematics for Economics and Finance Methods and Modelling by Martin Anthony and Norman Biggs, Cambridge University Press, Cambridge low-priced edition, 2000, Chapters 1, 2, 4, 6 to 9 & 10.
- Applied Calculus: By Stephen Waner and Steven Constenoble, Brooks/Cole Thomson Learning, second edition, Chapter 1 to 5. • Business Mathematics By D. C. Sancheti and V. K. Kapoor, Sultan Chand & Sons, 2006, Chapter 1, 5, 7, 9 & 10.
- Mathematics for Business Economics: By J. D. Gupta, P. K. Gupta and Man Mohan, Tata Mc- Graw Hill Publishing Co. Ltd., 1987, Chapters 9 to 11 & 16.



Modality of assessment

The performance of the learners shall be evaluated into two parts. The learner's performance shall be assessed by Internal Assessment with 25% marks in the first part & by conducting the Semester End Examinations with 75% marks in the second part.

Student will have to score 40% of marks in Internal assessment as well as End Sem examination to pass the course.

The allocation of marks for the Internal Assessment and Semester End Examinations are as shown below:-

Internal Assessment: It is defined as the assessment of the learners on the basis of internal evaluation as envisaged in the Credit & Choice based system by way of participation of learners in various academic and correlated activities in the given semester of the programme.

Semester End Assessment: It is defined as the assessment of the learners on the basis of Performance in the semester end Theory/ written examination.

A. Theory - Internal assessment 25%

25 marks

Sr No	Evaluation type	Marks
1.	<ul style="list-style-type: none">- Tests, Assignments,- Project based learning activities (Group Research/ Case studies/ Reports / Assignments / Presentations / Skit / Poster / etc.),- Class Test (multiple choice questions / objective)	20
2.	<ul style="list-style-type: none">- Active participation in routine class activity- Overall conduct as a responsible student, with respect to good behaviour, leadership qualities, interpersonal skills etc.	05

Since 1962

B. Theory - External examination - 75%
Semester End Theory Assessment

75 marks

Duration - Each paper shall be of 2.5 hours duration.

1. Theory question paper pattern :-

- a. There shall be five compulsory questions.
- b. Each question shall carry 15 marks
- c. Each question shall be subdivided into two/three sub questions a, b and c with internal choice in each

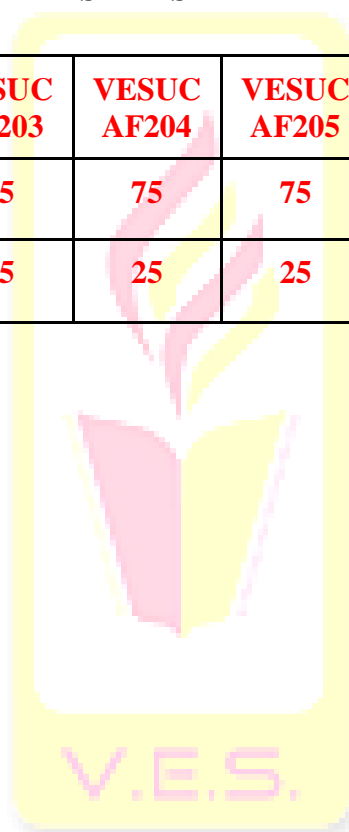
Question no.	Details	Marks
Q1.	Objective Questions From All Units	15
	a. Fill in the blanks/ Match the Following/True or false	8
	b. Fill in the blanks/ Match the Following/True or false	7
Q2.	Based on Unit 1 & 2 (Attempt any one)	15
	a. Attempt the following (two sub question) or	15
	b. Attempt the following (two sub question)	15
Q3.	Based on Unit 2 & 3 (Attempt any one)	15
	a. Attempt the following (two sub question) or	15
	b. Attempt the following (two sub question)	15
Q4.	Based on Unit 3 & 4 (Attempt any one)	15
	a. Attempt the following (two sub question) or	15
	b. Attempt the following (two sub question)	15
Q5.	Based on all Unit (Attempt any one)	15
	a. Attempt the following (two sub questions) or	15
	b. Write Short notes on (out of 5, Any 3) (5 marks each)	15

**Overall Examination and Marks Distribution Pattern
SEMESTER I**

Course	VESUC AF101	VESUCA F102	VESUC AF103	VESUC AF104	VESUC AF105	VESUC AF106	VESUC AF107	Grand Total
Theory	75	75	75	75	75	75	75	525
Internal	25	25	25	25	25	25	25	175

SEMESTER II

Course	VESUC AF201	VESUC AF202	VESUC AF203	VESUC AF204	VESUC AF205	VESUC AF206	VESUC AF207	Grand Total
Theory	75	75	75	75	75	75	75	200
Internal	25	25	25	25	25	25	25	175



V.E.S.
Since 1962