

NOWGONG COLLEGE  
(Autonomous)



SYLLABUS

Department of Commerce

Learning Outcome-based Curriculum Framework (LOCF) of  
Four Year Undergraduate Programme  
Choice-based Credit System with flexibility

Effective from Academic Year 2023-24

## COURSE AND CREDIT STRUCTURE

Semester	MAJOR (Maj) (Compulsory for all )	MINOR (Min) (Compulsory for all )	Inter- Disciplinary	AEC (Compulsory for all )	SEC (Compulsory for all from basket of papers)	VAC (Any Two in each semester)	Research project/ Dissertation/ Internship	TOTAL CREDIT
1 <sup>ST</sup> (Compulsory for all Specialisation)	FIAC-MAJ- 1014 (Financial Accounting )	BULA- MIN-1014 (Business Law)	MIEC-IDC- 1014 (Micro Economics)  COMM-IDC- 1014 Current Affairs (CA)	ASSA/HIN D/BENG- AEC-1012 Jugajogmul ok Axomiya/ Vyakaran Evam Vyavaharik Hindi/Byo woharic Bangla – I  Business English: Networking (Online)	FIED-SEC-1014 (Financial Education)	UNIN-VAC- 1012 (Understanding India)  ENSC-VAC- 1012 (Environmental Science)  NASS-VAC- 1012 (National Service Scheme)  Online Courses: 1. OUFU-VAC- 1012 Our Energy Future 2. PHSR-VAC- 1012 Philosophy, Science and Religion 3. MOTH-VAC- 1012	Students exiting the program after securing 44 credits will be awarded UG certificate in the relevant discipline/ subject provided they secure additional 4 credits in work based Vocation Courses offering during summer term for internship/ apprenticeship in addition to 6 credits from Skill based Courses earned during 1 <sup>st</sup> & 2 <sup>nd</sup> Semester	22

						Model Thinking (Any Two)	
2 <sup>ND</sup> (Compulsory for all Specialisation)	COAC-MAJ-2014 (Corporate Accounting )	COLA-MIN-2014 (Corporate Law)	MAEC-IDC-2014 (Macro Economics)	<p><b>Offline Courses:</b> ENGL-AEC-2012 (English and Mass Communication)</p> <p><b>Online Courses:</b> Business English: Management and Leadership (Infosys Springboard)</p>	<p>ENSU-SEC-2014 (Entrepreneurship &amp; Start up)</p> <p><b>Online Courses:</b> Fundamental Skills on Python Programming &amp; IoT (Infosys Springboard)</p>	<p><b>Offline Courses:</b> DITS-VAC-2012 (Digital Technological Solutions)</p> <p>YOMH-VAC-2012 (Yoga and Mental Health)</p> <p>NACC-VAC-2012 (National Cadet Corps)</p>	22

						<b>Online Courses:</b> Fundamental of Artificial Intelligence (Infosys Springboard)  <b>(Any Two)</b>		
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**Certificate after 1 year (Total Credit = 44)**

3 <sup>RD</sup> (Compulsory for all Specialisation)	ITLP-MAJ-3014 (Income Tax Law & Practice)	COAB-MIN-3014 (Computer Application in Business)	BUST-IDC-3014 (Business Statistics)	ASSA/HIND/BENG - AEC-3012 Byowohari c Axomiya/ Karyalayi Hindi /Byowohari c Bangla – II	ECOM-SEC-3014 (E-COMMERCE)	----		Students exiting the program after securing 88 credits will be awarded UG Diploma in the relevant discipline/ subject provided they secure additional 4 credits in Skill based Vocation Courses offered 2 <sup>nd</sup> year summer term.	22
	INSM-MAJ-3024 (Investing in Stock Market)								
4 <sup>TH</sup> (Compulsory for all Specialisation)	COAC-MAJ-4014 (Cost Accounting)	BUMA-MIN-4014 (Business Mathematics)	-----	ENGL-AEC-4012 (Academic Writing)	-----	-----			22
	MAPA-MAJ-4024 (Mgmt. Principle Application)								

	INBU-MAJ-4034 International Business								
	BUEC-MAJ-4044 (Business Economics)								

**Diploma after 2 years (Total Credit = 88)**

5 <sup>TH</sup> (Compulsory for all Specialisation)	AUDI-MAJ-5014 (Auditing)	REMA-MIN-5014 (Retail Management)	----	----	----	----	COMM-INTE-5012 (Commerce Internship)	22
	INRM-MAJ-5024 (Insurance & Risk Management)							
	COMA-MAJ-5034 (Cost & Management Accounting)							
	COBE-MAJ-5044 (Consumer Behaviour)							
6 <sup>TH</sup> (First Two Major papers Compulsory for all & remaining two papers from each specialisation and Field based project for all specialisation)	PRMA-MAJ-6014 (Principles of Marketing)	HURM-MIN-6014 (Human Resource Management)	-----	----	-----	----	----	22
	IGST-MAJ-6024 (Indian Goods & Service Tax)							
	<u>Specialisation</u>							

Accy:  
ADMA-  
MAJ-6034 A  
(Adv.  
Management  
Accy.)  
ADFA-MAJ-  
6044 A  
(Adv.  
Financial  
Accy.)

Fin:  
INFS-MAJ-  
6034 B  
(Indian  
Financial  
System)  
MOBO-  
MAJ-6044 B  
(Modern  
Banking  
Operation)

Mgmt:  
CURM-  
MAJ-6034 C  
(Customer  
Relationship  
Mgt.)  
IRLL –MAJ-  
6044 C  
(Industrial  
Relation &  
Labour  
Laws)

Field based  
learning  
project for  
All  
Specialisatio

	ns: COMM- MAJ-6052 (Project/ Dissertation)								
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**Degree after 3 years (with Major/Minor) (Total Credit = 132)**

7 <sup>TH</sup> (First one & last Major papers Compulsory for all & remaining two papers from each specialisation)	BUEN-MAJ-7014 (Business Environment)	FIMA-MIN-7014  (Financial Management)	----	----	----	REET- VAC-7012 (Research Ethics)	REME- MAJ- 7044 (Research Methodology)	22
	<u>Specialisation :</u>							
	<u>Accy:</u> COFR-MAJ-7024 A (Corporate Fin. Reporting) ADCA-MAJ-7034 A (Adv. Corporate Accy.)							
	<u>Finance:</u> INMA-MAJ-7024 B (Investment Mgt.) RUMF-MAJ-7034 B (Rural & Micro Finance)							
	<u>Mgmt:</u> MACS-MAJ-7024 C (Mgt. Control System ) DIMA –MAJ -7034 C (Digital Marketing & Advertising)							

8 <sup>TH</sup> (Compulsory for all Specialisation *)	SEMA-MAJ-8014 (Service Marketing)	ORBE-MIN-8014 (Organisation Behaviour)	----	----	----	INPR-VAC-8012 (Intellectual Property Rights)	<p>COMM-DISS-80112 *(<u>Dissertation for Research Degree</u>) (Those who are undertaking Research Project or Dissertation)</p> <p>Or/</p> <p><u>*Degree with Honours Course</u>            BUET-MAJ-8024 (Business Ethics)            BUPA-MAJ-8034 (Business Policy Analysis)            OPRB-MAJ-8044 (Operation Research in Business)</p> <p>(Those who are not undertaking Research Project or Dissertation)</p>	22
<b>Degree after 4 years (with Honours/ by Research) (Total Credit = 176)</b>							176	

- N.B.: 1. 4 credit papers = 100 marks (60T+20IA+20P)  
 2. 2 credit papers (except AEC) = 50 marks (30T+10IA+10P)  
 3. 2 credit papers (Only AEC) = 50 marks (40T+10IA)

Question Pattern:

- For 100 marks papers [ 1 marks x 7 (no option) , 2 marks x 4(no option) , 5 marks x 3 (5 options), 10 marks x 3 ( 5 options) ]
- For 50 marks papers [ 1marks x 4 (no option), 2 marks x 3 (no option), 5 marks x 2 (4 options), 10 marks x 1 ( 2 options ) ]
- For AEC 50 marks papers [ 1 marks x 4 ( no options) , 2 marks x 3 ( no options), 5 marks x 2 ( 4 options), 10 marks x 2 (4 options) ]

**NOWGONG COLLEGE (AUTONOMOUS)**

**NAGAON, ASSAM**

**Syllabus for Humanities**

**(1<sup>ST</sup> - 8<sup>th</sup>) Semester**

**Bachelor of Commerce**

**UNDER NEP 2020**

**PROGRAMME OUTCOMES**

**Program Outcomes (P0)**

**PO1** – To enables students to get both theoretical and Practical knowledge in the business area which incorporates Accounting, Commerce, Marketing, Management, Finance, Economics, and Business Environment.

**PO2** – To develops relational, communicational abilities and inculcate confidence to face challenges and difficulties of the corporate world. It will also enhance the capacity of dynamism Professionalism of the students at individual and group levels.

**PO3-** To makes students industry ready and develop various managerial and accounting skills for better professional opportunities at different administrative and corporate levels. Also it will develop entrepreneurial skills among learners.

**PO4** - After finishing their graduation students build up an exhaustive comprehension of the essentials in Commerce and Finance. Learners can also venture into various Managerial positions, Accounting areas, Banking Sectors, Finance Professionals, Auditing, Marketing Executive, Teaching, Capital Market professionals, Government Employment etc.

**P05** - Enables learners to prove themselves in different Professional examinations like CA, CMA, CS, CFA, and competitive examination like CAT, GRE, GMAT and Civil Services Examination, Banking Examinations etc.

**1<sup>st</sup> Semester**  
**(MAJOR COURSE)**  
**Course Code: FIAC-MAJ-1014**  
**Course Paper: FINANCIAL ACCOUNTING**  
**PAPER CREDIT: 04 (3T+1P)**  
**Total No. of Lectures: 60=45T+15P**                      **Total marks= 100 (60T+20P + 20IA)**  
**All the units carry equal marks**

**Objective:** The objective of this paper is to help student acquire the conceptual knowledge of financial accounting and to impart skill for recording various kinds of business transaction.

**Learning Outcomes:**

The course will enable the student to understand the theoretical framework of accounting. It will also help them learn about the application of computer in recording business transaction and have a practical knowledge to record business transaction.

Besides, they will also be able to understand the accounting treatment of depreciation .Apart from this the course will make them learn accounting for hire purchase and installment purchase system along with branch accounts. They will be able to develop the skill of preparation of trading, profit and loss account and balance sheet of business entities.

**CONTENTS:**

**Theory**

**Unit – I: THEORETICAL FRAMEWORK**

- i. Accounting Information System (AIS), Users of Financial Accounting Information, Qualitative Characteristics of Accounting Information, Functions, Advantages and Limitations of Accounting, Branches of Accounting, Bases of Accounting: Cash basis, Accrual basis of accounting and Mixed or hybrid bases of accounting.
- ii. The nature of financial accounting principles: entity, money measurement, going concern, cost, accrual, periodicity, consistency, prudence (conservatism), materiality and full disclosures.
- iii. Accounting Standards: concepts, needs and objectives, procedure for issuing accounting standards in India, Salient feature of First-Time Adoption of Indian Accounting Standard Ind AS 101, Salient feature of Indian Accounting Standard Ind AS 1,2,16 and AS 9. International Financial Reporting Standards (IFRS), Needs and Procedure of Issue of IFRS.

**Unit – II : BUSINESS INCOME & FINAL ACCOUNTS**

- i. Measurement of Business Income- Net income. Application of accounting period, continuity doctrine and matching concept. Objectives of measurement. Revenue recognition: recognition of expenses.
- ii. Accounting for depreciation. The nature of depreciation. The accounting concept of depreciation. Factors in the measurement of depreciation. Methods of computing depreciation: straight line method and diminishing balance method.
- iii. Preparation of financial statements of non-corporate business entities: sole proprietorship and partnership firms.

**Unit III: ACCOUNTING FOR NOT-FOR-PROFIT ORGANIZATIONS**

Meaning of Not-for-Profit Organization; Significance of Receipt and Payment Account, Income and Expenditure Account and Balance Sheet; Difference between Profit and Loss Account and Income and Expenditure Account; Preparation of Receipt and Payment Account, Income and Expenditure Account and Balance Sheet.

## **Unit–IV: HIRE PURCHASE AND INSTALMENT PURCHASE SYSTEM**

- i. Accounting for Hire Purchase and Instalment Systems:** Meaning, Features, Advantages and Disadvantages of Hire Purchase and Instalment Purchase Systems, Rights of Hire Purchaser and Hire Vendor. Journal Entries and preparation of ledger accounts excluding default and repossession.
- ii. Accounting for Branches:** Meaning, Needs and objectives of Branch Accounting, Maintenance of Accounts of Dependent Branch and their accounting treatment (only debtors system and stock and debtors system).

**Practical/ Presentation:** Computerized Profit and Loss Account and Income and Expenditure Account; Preparation of Receipt and Payment Account and Balance Sheet.

**N.B. Any revision of relevant Indian Accounting standard would become applicable immediately.**

### **Suggested Readings:**

1. Financial Accounting Bhushan Kumar Goyal, H.N Tiwari, Taxman Publications
2. Financial Accounting I: Revised 2e (Cu), Mukherjee, Oxford University Press
3. D N Maheshwari, Dr Suneel K Maheshwari, CA Sharad K Maheshwari. Financial Accounting .Vikas Publication
4. Mukherjee. A & Hanif. M. Financial Accounting. Tata McGraw Hill Education.
5. Advance Accounts,- M.C.Shukla, T.S.Grewal, S.C. Gupta, Schand Publications.

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**1<sup>st</sup> Semester**  
**(MINOR COURSE)**

**Paper Code: BULA-MIN-1014**  
**Course Paper: BUSINESS LAW**  
**PAPER CREDIT: 04 (3T+1P)**

**Total No. of Lectures: 60=45T+15P**                      **Total marks= 100 (60T+20P + 20IA)**

**All the units carry equal marks**

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

**Learning Outcome:** It will provide a brief idea about the frame work of Indian business law and familiarizes the students with case law studies related to business law. It will develop knowledge on contract, various types of contracts, and the concept of sale of goods, Partnership laws.

**CONTENTS:**

**Theory**

**Unit 1: The Indian Contract Act, 1872**

**(A) 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.
- e) Contingent contracts
- f) Quasi - contracts

**(B): Specific Contract**

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

**Unit 2: 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 3: Partnership Laws**

**A. 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
- e. Implied Authority of a Partner
- f. Incoming and outgoing Partners
- g. Mode of Dissolution of Partnership

## **B. Limited Partnership Laws**

### **The Limited Liability Partnership Act, 2008**

- a) Salient Features of LLP
- b) Differences between LLP and Partnership, LLP and Company
- c) LLP Agreement,
- d) Partners and Designated Partners
- e) Incorporation Document
- f) Incorporation by Registration
- g) Partners and their Relationship

### **Unit 4: Competition Act, 2002 and Consumer Protection Act, 2019**

**Competition Act, 2002:** Objectives and basic concepts, Consumer, goods, service, Prohibition of anti-competitive agreements, Prohibition of Abuse of Dominant Position;

**Consumer Protection Act, 2019:** Important definitions, Consumer Disputes Redressal Commission, Measures to Prevent Unfair Trade Practices, Offences and Penalties

**Practical/ Presentation:** Topics to be selected based on course content of the theory

### **Suggested readings:**

1. B. B Dam, R. N Choudhury, Rajdeep Nag, Leena B. Dam, Business Law, Gayatri Publication.
2. Joy Dhingra, Business Law, Kalyani Publishers
3. K.C Garg, V. K Sareen, Mukesh Sharma and R. C Chawla, Business Law, Kalyani Publication
4. P. K Pandey, Business Law, Mahaveer Publication

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

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# 1<sup>st</sup> Semester

(Interdisciplinary Course)

Course Code: MIEC-IDC-1014

Course Paper: MICRO ECONOMICS

PAPER CREDIT: 4(3T+1P)

Total No. of Lectures: 60=45T+15P

Total marks= 100 (60T+20P + 20IA)

All the units carry equal marks

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

**Learning Outcomes:** It will familiarize students learn micro economics and its application to business. Acquires sound knowledge of Business economics and its application through case study methods and provides an understanding of the decision making process

## CONTENTS:

### Theory

#### Unit 1: Introduction, Revenue and consumer Behaviour

Meaning of Microeconomics, Scope, nature and limitation of Microeconomics. Concepts of revenue: marginal and Average: Revenue under conditions of Perfect and Imperfect competition Elasticity of demand: price, income and cross. Consumer Behaviour: Indifference curve analysis of consumer behavior; Consumer's equilibrium (necessary and sufficient conditions). Price elasticity and price consumption curve, income consumption curve and Engel curve, price change and income and substitution effects. Indifference curves as an analytical tool (cash subsidy v/s. kind subsidy)

#### Unit 2: Production and Cost

Production Iso quants, marginal rate of technical substitution, economic region of production, optimal combination of resources, the expansion path, isoclines, returns to scale using iso quants .Cost of Production: Social and private costs of production, long run and short run costs of production. Economies and diseconomies of scale, long run adjustment.

#### Unit 3: Perfect Competition

Perfect competition: Assumptions. Equilibrium of the firm and the industry in the short and the long runs, derivation of the supply curve of the firm, long run industry supply curve measuring producer surplus under perfect competition.

#### Unit 4: Monopoly Competition

Monopoly: Meaning, characteristics of monopoly market, behaviour of profit maximizing firms in monopoly markets. Degrees of price discrimination.

**Practical/ Presentation:** Topics to be selected based on course content of the theory.

### Suggested Readings:

1. Pindyck, R.S., D. L. Rubinfeld and P. L. Mehta; Microeconomics, Pearson Education.
2. N. Gregory Mankiw, Principles of Micro Economics, Cengage Learning

3. Maddala G.S. and E. Miller; Microeconomics: Theory and Applications, McGraw-Hill Education.
4. Salvatore, D. Schaum's Outline: Microeconomic Theory, McGraw-Hill, Education.
5. Case and Fair, Principles of Micro Economics, Pearson Education
6. Koutsiyannis, Modern Micro Economic Theory.
7. C Snyder, Microeconomic Theory: Basic Principles and Extensions, Cengage Learning
8. Bilas, Richard A., Microeconomics Theory: A Graphical Analysis, McGraw-Hill Education.
9. Paul A Samuelson, William D Nordhaus, Microeconomics, McGraw-Hill Education.
10. Amit Sachdeva, Micro Economics, Kusum Lata Publishers

Note: Latest edition of text books shall be used

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**Course Code: COMM-IDC-1014 (CA)**

**Course Name: Current Affairs (CA)**

**Credits: 4 (Theory)**

**Lecture – (45L + 15P)**

**Total marks: 100 (60T + 20IA + 20P)**

**Objectives:**

- Learners will be able to identify and explain key current events in India and the world.
- Learners will be able to evaluate different perspectives on current events and form their own informed opinions.
- Learners will be able to communicate effectively about current events in writing and in speech.
- Learners will be able to stay informed about current affairs and participate in civic discourse.

**Learners Outcome:**

Students will be able to gain a comprehensive understanding of current events in India and around the world. Students will be able to analyze and interpret current events in a critical and informed way. Moreover, it will develop strong research skills to stay up-to-date on current affairs. Be able to communicate effectively about current affairs in a variety of formats, including writing, speaking, and visual presentations. Additionally, it will develop an appreciation for the importance of current affairs in a globalized world.

**CONTENT**

**Theory**

**Unit-I: International Relations and Indian Economy**

International Resolutions, Conventions, legislations, and Agreements, international organizations, groupings, and initiatives, Defense Exercises, Important United Nations Organizations, Indian Economy (Core), Infrastructure and Energy, Land Reforms and Agriculture.

**Unit-II: Science, Technology and Environment**

Biology and Biotechnology, Chemistry and related aspects, Space Technology, Computer and Information Technology, Defense technology, Robotics, AI, and others. Species and Biodiversity, Protected areas, Important Environmental Initiatives –International and Domestic, List of Biosphere Reserves in India, Climate Change, Pollution and mitigating measures in news

**Unit-III: Art, Culture and History**

Architecture of India, Paintings, festivals and dance forms in India, Literature and Other important aspects, Modern History Events in News, Important Historical Personalities in news, Modern Indian history from about the middle of the eighteenth century until the present – significant events, personalities, issues. The Freedom Struggle — its various stages and important contributors/contributions from different parts of the country. Post-independence consolidation and reorganization within the country. History of the world will include events from the 18th century such as the industrial revolution, world wars, redraw of national boundaries, colonization, decolonization, political philosophies like communism, capitalism, socialism, etc.— their forms and effect on the society.

**Unit IV: Indian Polity**

Constitutional Framework, System of Government, State Government, Central Government Constitutional Bodies, Union Territories of India & Local Government, on-Constitutional Bodies, Emergency Provisions, Miscellaneous

**Practical/ Presentation:**

Topics to be selected based on course contents of the theory

## **Suggested Readings**

1. General Knowledge by Manohar Pandey.
2. Manorama English Yearbook
3. Current Affairs Yearly by Arihant Experts

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**1<sup>st</sup> Semester**  
**(SKILL ENHANCEMENT COURSE)**  
**Course Code: FIED-SEC-1014**  
**Course paper: FINANCIAL EDUCATION**  
**PAPER CREDIT: 4(3T+1P)**  
**Total No. of Lectures: 60=45T+15P**                      **Total marks= 100 (60T+20P + 20IA)**  
**All the units carry equal marks**

**Objective:** The course aims to offer an integrated approach to understand the concepts and applications of financial planning.

**Learning Outcomes:** After completion of the course, learners will be able to:

1. Describe the importance of financial literacy and list out the institutions providing financial services;
2. Prepare financial plan and budget and manage personal finances;
3. Open, avail, and manage/operate services offered by banks;
4. Open, avail, and manage/operate services offered by post offices;
5. Plan for life insurance and property insurance;
6. Select instrument for investment in shares.

**CONTENTS:**

**Theory**

**Unit 1: Introduction**

Meaning, importance and scope of financial literacy; Prerequisites of Financial Literacy – level of education, numerical and communication ability; Various financial institutions – banks, insurance companies, Post Offices; Mobile App based services. Need of availing of financial services from banks, insurance companies and postal services.

**Unit 2: Banking Services**

Types of banks; Banking products and services – Various services offered by banks; Types of bank deposit accounts – Savings Bank Account, Term Deposit, Current Account, Recurring Deposit, PPF, NSC etc.; Formalities to open various types of bank accounts, KYC norms; Various types of loans – short term, medium term, long term, micro finance, agricultural etc. and related interest rates offered by various nationalized banks and post office; Cashless banking, e-banking, Check Counterfeit Currency; CIBIL, ATM, Debit and Credit Card, and APP based Payment system; Banking complaints and Ombudsman.

**Unit 3: Financial Services from Post Office**

Post office Savings Schemes: Savings Bank, Recurring Deposit, Term Deposit, Monthly Income Scheme, Kishan Vikas Patra, NSC, PPF, Senior Citizen Savings Scheme (SCSS), Sukanya Samridhi Yojana/Account (SSY/SSA); India Post Payments Bank (IPPB). Money Transfer: Money Order, E-Money order. Instant Money Order, collaboration with the Western Union Financial Services; MO Videsh, International Money Transfer Service, Electronic Clearance Services (ECS), Money gram International Money Transfer, Indian Postal Order (IPO).

**Unit 4: Protection and Investment Related Financial Services**

**Insurance Services:** Life Insurance Policies: Life Insurance, Term Life Insurance, Endowment Policies, Pension Policies, ULIP, Health Insurance and its Plans, Comparison of policies offered by various life insurance companies. Property Insurance: Policies offered by various general insurance companies. Post office life Insurance Schemes: Postal Life Insurance and Rural Postal Life Insurance (PLI/RPLI). Housing Loans: Institutions providing housing loans, Loans under Pradhanmantri Awas Yojana – Rural and Urban.

### **Practical/ Presentation:**

#### **Practical Exercises:**

The learners are required to:

1. Visit banks, post offices, and insurance companies to collect information and required documents related to the services offered by these institutions and to know the procedure of availing of these services.
2. Fill up the forms to open accounts and to avail loans and shall attach photocopies of necessary documents.
3. Prepare personal and family budget for one/six/ twelve month on imaginary figures.

#### **Suggested Readings:**

Avadhani, V. A. (2019). *Investment Management*. Mumbai: Himalaya Publishing House Pvt. Ltd. Chandra, P. (2012). *Investment Game: How to Win*. New Delhi: Tata McGraw Hill Education.

Kothari, R. (2010). *Financial Services in India-Concept and Application*. New Delhi: Sage Publications India Pvt. Ltd.

Milling, B. E. (2003). *The Basics of Finance: Financial Tools for Non-Financial Managers*. Indiana: Universe Company.

Mittra, S., Rai, S. K., Sahu, A. P., & Starn, H. J. (2015). *Financial Planning*. New Delhi: Sage Publications India Pvt. Ltd.

Zokaityte, A. (2017). *Financial Literacy Education*. London: Palgrave Macmillan.

**Latest edition of the text books should be used.**

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**2<sup>nd</sup> Semester**  
**(Major Course)**  
**Course Code: COAC-MAJ-2014**  
**Course Paper: CORPORATE ACCOUNTING**  
**PAPER CREDIT: 4(3T+1P)**

**Total No. of Lectures: 60=45T+15P**

**Total marks= 100 (60T+20P + 20IA)**

**All the units carry equal marks**

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

**Learning Outcomes:** This paper can provide conceptual clarity about the techniques to prepare financial statements of companies and Cash Flow Statements along with accounting treatment of various situations viz. valuation of shares, debentures, and amalgamation and accounting holding companies.

**CONTENTS:**

**Theory**

**Unit - I: Final Accounts**

Preparation of Final Accounts of a Joint Stock Company (as per Companies Act, 2013) with necessary adjustments.

**Unit - II Incentive Equity, Buy Back, and Valuation of shares and goodwill:**

- i. **Incentive Equity:** Right and Bonus Shares – Meaning, Advantages and Disadvantages, Provisions as per Companies Act, 2013 and their Accounting Treatment.
- ii. **Buy back of shares:** Meaning, Provisions of Companies Act, 2013 and Accounting Treatment.
- iii. **Valuation of shares and goodwill:** Meaning, provision of Companies Act on Valuation of Shares and Valuation of Goodwill, Concepts and calculation: simple problem only.

**Unit - III Accounting for Debentures:**

Accounting Treatment, Debenture Redemption Reserve, Redemption of Debentures and Conversion of Debentures into Shares. Deferred Tax.

**Unit IV: Company Merger and Reconstruction**

Concept and meaning of Internal Reconstruction, Different forms of Internal Reconstruction; Provisions as per Companies Act and Accounting treatment for Alteration of Share Capital and Reduction of Share Capital; Preparation of Balance Sheet after Internal Reconstruction.

Meaning and objectives; Provisions as per Accounting Standard 14; Amalgamation in the nature of Merger and Purchase; Consideration for Amalgamation; Accounting Treatment for Amalgamation and preparation of Balance Sheet after Amalgamation.

**Practical/ Presentation:** Topics to be selected based on course content of the theory.

**Suggested Readings:**

1. Corporate Accounting - B.Com (Hons.) Bhushan Kumar Goyal- Taxman Publication.
2. Corporate Accounting (Cu) MUKHERJEE Oxford University Press
3. Basic Corporate Accounting (B.com) K.M Bansal Taxman Publication
4. Corporate & Management Accounting N S Zad Taxman Publication

5. Fundamentals of Corporate Accounting S. N. Maheshwari et al -, Vikash Publishing House
6. Corporate Accounting- Maheswari and Maheswari
7. Corporate Accounting -K. R. Das & K. M. Sinha.
8. Advanced Accounts. S. Chand & Co., New Delhi. M.C.Shukla, T.S. Grewal and S.C.Gupta.
9. Introduction to Corporate Accounting-Tulsian and Tulsian, Schand Publications
10. V. K. Saxena Advanced Accounting - Sultan Chand & sons.
11. B. B. Dam, H C Gautam and others, Corporate Accounting, Gayetri Publications, Guwahati

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## 2<sup>nd</sup> Semester

### (Minor Course)

Course Code: COLA-MIN-2014

Course Paper CORPORATE LAW

PAPER CREDIT: 4(3T+1P)

Total No. of Lectures: 60=45T+15P

Total marks= 100 (60T+20P + 20IA)

All the units carry equal marks

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

**Learning Outcome:** Student will be able to demonstrate the relationship between law and economic activity by developing in the student an awareness of legal principles involved in economic relationships and business transactions. It will also help to understand the use of the memorandum of association and article of association in a company and use of dividend and accounts audit in a company.

### CONTENTS:

#### Theory

#### Unit 1: Introduction

Administration of Company Law including National Company Law Tribunal (NCLT), National Company Law Appellate Tribunal (NCLAT), Special Courts; Meaning and characteristics of a company; Lifting of Corporate Veil; Types of companies including private and public company, government company, foreign company, one person company, small company, associate company, dormant and producer company; association not for profit; illegal association; formation of a company, online filing of documents, promoters, their legal position, pre-incorporation contract; online registration of a company.

#### Unit 2: Documents and Shares

Memorandum of Association, Article of Association, Doctrine of constructive notice and indoor management, Doctrine of Ultra vires, Prospectus, Shelf-Prospectus and Red herring prospectus, misstatement in prospectus, Book-building, issue, Sweat equity, ESOPs, transmission and transfer of shares, Membership of a company.

#### Unit 3: Management and meetings

Director, Classification of directors, women directors, independent director, small shareholders' director; disqualifications, removal, Director Identity Number (DIN); appointment; Legal positions, powers and duties; removal of directors; Key managerial personnel, managing director, manager, Whole time director.

**Meeting:** Meaning of meeting, types of meeting, meeting of Shareholders and Board of Directors; convening and conduct of meetings, requisites of a valid meeting, Resolutions, postal ballot, meeting through video conferencing, e-voting.

**Committees of Board of Directors-** Audit Committee, Nomination and Remuneration Committee, Stakeholders Relationship Committee, Corporate Social Responsibility Committee.

#### Unit 4 Dividends, Accounts Audit:

Meaning, provisions relating to payment of dividend, Company Audit-auditor's qualification and disqualification. Auditor's appointment and removal, provisions relating to Books of Account, provisions relating to Audit, Rotation of auditors, Auditors' Report and power, Secretarial Audit.

*Winding up*: Concept and modes of winding up.

*Insider Trading, Whistle Blowing*: Insider trading; meaning and legal provisions; Whistle blowing: concept and mechanism.

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

**Practical/ Presentation:** Topics to be selected based on course content of the theory.

**Suggested Readings:**

1. B. B. Dam, R. N. Choudhury, Rajdeep Nag, Leena B. Dam Gayatri Publications
2. K. C Garg, Vijay Gupta, Joy Dhingra, Corporate Law, Kalyani Publisher

**2<sup>nd</sup> Semester**  
**(Interdisciplinary Course)**  
**Course Code: MAEC-IDC-2014**  
**Course Paper: MACRO ECONOMICS**  
**PAPER CREDIT: 4(3T+1P)**

**Total No. of Lectures: 60=45T+15P**

**Total marks= 100 (60T+20P + 20IA)**

**All the units carry equal marks**

**Objectives:** The course aims at providing the student with knowledge of basic concepts of the macro economics. The modern tools of macro-economic analysis are discussed and the policy framework is elaborated, including the open economy.

**Learning Outcomes:** This course will help the students to understand the basics of national income accounting and the causes and consequences of business cycles. It will also help to understand the roles of fiscal and monetary policy in fighting recessions and inflation and factors that contribute to and detract from long-term economic growth. Also it will give a clear picture about economic reasoning to understand the operation of an economy.

**CONTENTS:**

**Theory**

**Unit 1: National Income Accounting and Economy in the Short Run**

Concept and measurement of GDP, NDP, GNP and PDI, Government Budget Deficit and Twin Deficit, Real vs. Nominal GDP and GDP Deflator. Aggregate demand-Meaning; determination of aggregate demand, shifts in aggregate demand, aggregate supply in the short and long run.

**Unit 2: Inflation and Unemployment**

Inflation: Causes of rising and falling inflation, inflation and interest rates, social costs of inflation; Unemployment – natural rate of unemployment, frictional and wait unemployment. Phillips curve, the trade-off between inflation and unemployment, sacrifice ratio.

**Unit 3: Open economy**

Open economy – Balance of payment accounting, flows of goods and capital, saving and investment in a small and a large open economy, exchange rates

**Unit 4: Business Cycle and Value of Money**

**Business cycle:** Concept, phases, causes and remedies; Inflation: concept, types, determinants, remedial measures; Recessionary trends, its effect on different sectors of economy and remedial measures; Reflation Concept, characteristics, measures and implications.

**Value of Money:** Concept, theories- Quantity Theory of Money (Fisher's Transactions approach), Cambridge equation, Keynesian theory of demand for money, Baumol-Tobin Transaction approach, Demonetization- concept and its implications on Economic Development, Monetary Policy, Fiscal Policy.

**Practical/ Presentation:** Topics to be selected based on course content of the theory.

**Suggested Readings:**

1. Mankiw, N. Gregory. Principles of Macroeconomics. Cengage Learning
2. Robert J Gordon, Macroeconomics, Pearson Education
3. Branson, William H. Macroeconomic Theory and Policy. HarperCollins India Pvt. Ltd.

4. RudigerDornbusch and Stanley Fischer, Macroeconomics.McGraw-Hill Education.
5. RudigerDornbusch, Stanley Fischer, and Richard Startz, Macroeconomics. McGraw-Hill Education
6. Oliver J. Blanchard, Macroeconomics, Pearson Education
7. G. S. Gupta, Macroeconomics: Theory and Applications, McGraw-Hill Education
8. Shapiro, Macroeconomic Analysis,
9. Paul A Samuelson, William D Nordhaus, and SudipChaudhuri, Macroeconomic,

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**2<sup>nd</sup> Semester**  
**(SKILL ENHANCEMENT COURSE)**  
**Course Code: ENSU-SEC-2014**  
**Course Paper: ENTREPRENEURSHIP AND START UPS**  
**PAPER CREDIT: 4(3T+1P)**

**Total No. of Lectures: 60=45T+15P**

**Total marks= 100 (60T+20P + 20IA)**

**All the units carry equal marks**

**Objective:**

- i). The purpose of the paper is to orient the learner toward entrepreneurship as a career option and creative thinking and behavior.
- ii). To create an awareness on various Entrepreneurship Development Programme
- iii). To enable them to understand project formulation and implementation of ideas into business.

**Learning Outcomes:**

Student will be able to understand the basic development of entrepreneurship as a profession. They will have a basic knowledge of human resource management for small business. It will be able to identify and implement systems for collecting and analyzing information to monitor the performance of a new firm and student will be able to understand the differences between an entrepreneurial venture and an ongoing business operation

**CONTENTS:**

**Theory**

**UNIT 1: INTRODUCTION**

Meaning, elements, determinants and importance of entrepreneurship and creative behavior; Entrepreneurship and creative response to the society's problems and at work; Dimensions of entrepreneurship: intrapreneurship, technopreneurship, cultural entrepreneurship, international entrepreneurship, netpreneurship, ecopreneurship, social entrepreneurship and concept of micro, small and medium enterprises

**UNIT 2: PUBLIC AND PRIVATE SYSTEM OF STIMULATION, SUPPORT AND SUSTAINABILITY OF ENTREPRENEURSHIP.**

Requirement, availability and access to finance, marketing assistance, technology, and industrial accommodation, Role of industries/entrepreneur's associations and self-help groups, The concept, role and functions of business incubators, angel investors, and venture capital.

**UNIT 3: SOURCES OF BUSINESS IDEAS AND TESTS OF FEASIBILITY.**

Significance of writing the business plan/ project proposal; Contents of business plan/ project proposal; Designing business processes, location, layout, operation, planning & control; preparation of project report (various aspects of the project report such as size of investment, nature of product, market potential may be covered); Project submission/ presentation and appraisal thereof by external agencies, such as financial/non-financial institutions. Mobilising resources for start-up, Basic start-up problems.

**UNIT 4: ENTREPRENEURSHIP ECOSYSTEM**

Requirement, availability and access to finance, marketing assistance, technology, and industrial accommodation, Role of government, Institutions, industries/entrepreneur's associations and self-help groups, Concept, role and functions of business incubators, angel investors, venture capital, start-up finance and private equity fund.

**Practical/Presentation:**

The learners are required to:

1. Discuss various cases of entrepreneurship and distinguish between different entrepreneurial traits.
2. Analyze and interpret **case study** on business philosophy at Tata Group, Aditya Birla Group, Reliance Industries Limited, and similar organisations.
3. Analyze and present the key initiatives of Government of India for promoting entrepreneurship in the country for any one business area.
4. Develop a business idea and conduct a feasibility analysis of the same.

**Suggested Readings:**

1. Kuratko and Rao, Entrepreneurship: A South Asian Perspective, Cengage Learning.
2. Rajeev Roy, Entrepreneurship. Oxford University Press
3. Desai, Vasant. Dynamics of Entrepreneurial Development and Management. Mumbai, Himalaya Publishing House.
4. Holt, David H. Entrepreneurship: New Venture Creation. Prentice-Hall of India, New Delhi.
5. Plsek, Paul E. Creativity, Innovation and Quality. (Eastern Economic Edition), New Delhi:Prentice-Hall of India.ISBN-81-203-1690-8.

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