

Credit distribution structure for and Syllabus

For

**Four Year Undergraduate Program (FYUG)
(2024-2025)**

Under

Faculty of Commerce & Management



**Kavayitri Bahinabai Chaudhari
North Maharashtra University, Jalgaon – 425001
(M.S.) India**



Kavayitri Bahinabai Chaudhari North Maharashtra University, Jalgaon
Faculty of Commerce & Management
B.Com (Honors/Research) Major - Advanced Accountancy/ Advanced Costing/Business
Administration, Minor - Computer Management/Banking & Finance
(W. E. F. 2024-25)



Common Credit distribution structure for Four-year Honors/ Honors
with Research Degree Programme

&

Syllabus for

B.Com (Honors/Research)
Major - Advanced Accountancy/ Advanced Costing/Business Administration
Minor - Computer Management/Banking & Finance



Under

Faculty of Commerce & Management

(Academic Year 2024-25)

FACULTY OF COMMERCE & MANAGEMENT

Degree Nomenclature under the Faculty

- 1) **B. Com (Honors/Research) (Major)** – Advanced Accountancy (**Minor**) - Computer Management
- 2) **B.Com (Honors/Research) (Major)** – Advanced Accountancy (**Minor**) - Banking & Finance
- 3) **B.Com (Honors/Research) (Major)** – Advanced Costing (**Minor**) - Computer Management
- 4) **B.Com (Honors/Research) (Major)** – Advanced Costing (**Minor**) - Banking & Finance
- 5) **B.Com (Honors/Research) (Major)**– Business Administration (**Minor**) - Computer Management
- 6) **B.Com (Honors/Research) (Major)** – Business Administration (**Minor**) - Banking & Finance

2) Programme objectives

The Bachelor of Commerce (B.Com) program aims to provide students with a comprehensive understanding of diverse aspects of business and commerce in current & contemporary scenarios. Its objectives characteristically include:

1. To equipping students with a foundational ability in core business disciplines such as accounting, finance, marketing, economics, and management (Acquiring Fundamental Knowledge)
2. To enhance written and verbal communication skills, enabling effective interaction within the business environment (Communication Proficiency)
3. To provide foundation for supplementary studies in specialized areas of commerce & business arena along with a well-rounded understanding of business principles (Preparation for Further Education or Careers)
4. To familiarize students with relevant business technologies and tools, preparing them to adapt to technological advancements in the field (Technological Competence)
5. To encourage students to consider the broader impact of business decisions on society and to engage in responsible business practices (Community Engagement and Social Responsibility)
6. To instill an understanding of ethical considerations in business practices and decision-making (Ethical Awareness)
7. To prepare students to adapt to changes in the business environment and to be flexible in their approach to problem-solving (Adaptability and Flexibility)
8. To cultivate critical thinking and analytical skills that enable students to evaluate business situations, solve problems, and make informed decisions (Developing Analytical Skills)
9. To promote collaborative work and leadership abilities that are crucial in professional settings (Teamwork and Leadership Skills)
10. To provide an awareness of the global business environment, including international markets, trade, and cultural diversity (Global Perspective)

3) Program Outcome

After successful completion of this programme, it will enable the students

| PLO No. | PLO | Cognitive level |
|----------------|--|------------------------|
| 1 | Graduates will have a comprehensive understanding of core business concepts, including accounting, economics, marketing, finance, management, and business law | 1 & 2 |
| 3 | Graduates will be able to analyze financial data, market trends, and business operations to make informed decisions | 3 |
| 3 | Graduates will attain the skills to identify, analyze, and solve complex business problems using critical thinking and creative approaches | 4 |
| 4 | Graduates will learn to evaluate the change and will acquire the ability to adapt to evolving business environments. Additionally, they should be able to contribute to innovation within a business context | 5 & 6 |

FACULTY OF COMMERCE & MANAGEMENT
BACHELOR OF COMMERCE (B.COM.)

B. Com (Honors/Research) Major – Advanced Accountancy/ Advanced Costing/Business Administration
Minor - Computer Management/Banking & Finance

General Information about Programme

1. TITLE OF THE DEGREE

This degree shall be titled as Bachelor of Commerce (B.Com. Honors/Research). This new curriculum shall be effective from 2024-25.

2. DURATION

The regular Graduate Full Time programme with exit option shall be of 3 Years duration; comprising of 6 Semesters through Theory papers, Assignments, Case Studies, Paper presentation, Field Project and such other Continuous Evaluation Systems as may be prescribed, in this respect, from time to time. The Honors Degree/Honors Degree with Research shall be of 4 Years duration, comprising of 8 Semesters.

3. ELIGIBILITY FOR ADMISSION

The candidate must have passed 10+2 examination or equivalent thereto or as per Eligibility Rules framed by the KBC North Maharashtra University Time to Time.

4. PATTERN & GRADING SYSTEM

4.1. English medium and Marathi medium are allowed as medium of Instructions for study of subjects, except as otherwise prescribed in the programme (refer instructions).

4.2. The suggested curriculum comprises 24 papers of DSC having three major options such as Advanced Accountancy, Advanced Costing and Business Administration and 4 papers of Minor having two options such as Computer Management and Banking & Finance, 4 Papers of DSE along with courses such as Field Project/RM/RP/Internship and courses on Co-Curricular Activities.

4.3 Students requires to selects a particular Major and Minor subject from amongst the given options at the beginning of second year and shall have to continue with the same major/minor at the remaining semesters, namely, Sem. III, Sem. IV, Sem. V, Sem. VI, Sem. VII and Sem VIII.

4.3. Each semester is of 22 credits, thus comprising 176 for whole B. Com. Honors or B. Com. Honors with Research Degree

4.4. One credit for the theory course shall be of the 15 clock hours (Each course being taught in the semester will be either of 4/2 credits) that is each course will be of 60/30 hours.

4.5. Continuous evaluation of the students shall comprise the 60 (External)+40 (Internal) pattern for four Credit and 30 (External) + 20 (Internal) Pattern for two credit; where paper will be either of 100 marks (4 credits)/50 Marks (2 credits).

4.6. The external assessment shall be based on written examination to be conducted by the university at the end of each semester.

4.7. The student shall not be allowed to appear for the semester examination unless the Head of the Department /Principal of the College certifies completion of internal work, regularity, practical etc. The College shall submit along with this certificate Internal marks to the DEE of the University.

4.8. CGPA system as devised by the University shall be applicable.

4.9. Continuous Internal assessment carried our as per the guideline prescribed in this document.

4.10. Continuous Internal assessment of Field Project Writing/Internship Report/Research Project will be carried out as per the guideline provided by the university.

4.11. Marathi medium for instructions and writing answers will be allowed except in case of Accounting related practical subjects. For example Advanced Accountancy, Advanced Cost Accountancy and Management Accounting etc.

5. PASSING STANDARDS

5.1. In order to pass the examination, the candidate has to obtain at least 40% marks for each head separately, that is 24 marks out of 60 (External) and 16 marks out of 40 marks (Internal) for papers of 100 marks. For papers of 50 marks - 12 marks of 30 (External) and 8 marks out of 20 marks (Internal).

5.2. The student shall be allowed to keep the terms of the next year as per the University rules.

6. PRACTICAL TRAINING THROUGH PROJECT WORK

7.1 In semester IV, V, and VI students must do "Field Project/ Project Work" individually on the basis of their major subject. No group work is allowed in this. The topic shall be decided with consultation and guidance of Internal teacher (Project Guide) of the College. The Project shall be necessarily Research oriented, Innovative and Problem solving.

7.2. In the VIII Semester students compulsorily must carry out On the Job Training and the college must adhere to the guideline provided by the university.

7. ELIGIBILITY OF THE FACULTY

As per norms fixed by UGC, Government of Maharashtra and KBC North Maharashtra University.

Faculty of Commerce & Management

Bcom Programme

Distribution of Credits as Per GR dated 20/4/2023 for All Verticals

| Verticals | | Prescribed | Total Allotted Credit |
|--|---|------------------------|-----------------------|
| Major (Including IKS + Electives + RM) | | Minimum 50% ≥ 80 | 96 |
| Minor | | 18-20 | 20 |
| GE/OE | | 10-12 | 10 |
| VSES | VSC | 8-10 | 10 |
| | SEC | 06 | 06 |
| AEC/IKS/VEC | AEC | 08 | 08 |
| | IKS | 02 | 02 |
| | VEC | 04 | 04 |
| Internship/Apprenticeship/ Field Project/Community Engagement Programme/ Co- Curricular | Internship/Apprenticeship | 08 | 08 |
| | Field Project (FP)/ Community Engagement Programme (CFP) | 04-06 | 04 |
| | Co-Curricular (CC) | 08 | 08 |
| Total | | | 176 |

Note: As courses pertaining to Geography is in faculty of Humanites, the students from Faculty of Commerce & Management and Faculty of Science & Technology will opt the subjects from OE. While those college having Geography Course in BCom Programme, then it is responsibility of the colleges to protect the workload of such faculty by allotting concerned subject in OE/GE and VSC Baskets

Kavayitri Bahinabai Chaudhari North Maharashtra University, Jalgaon
Faculty of Commerce & Management – BCom Program

Credit distribution Structure as per GR Dated 13 March 2024 & 20/04/2023

| Level | Sem. | Major/Minor (Core) Subjects | | | GE/OE | VSE, SEC (VSEC) | ACE, VEC, IKS | CC, CEP, OJT, Int | Credits | |
|-------|-----------------|---|----------------|-----------|----------------------|-----------------|----------------------|-----------------------------------|---------------------------|----------------|
| | | M1 | M2 | M3 | | | | | | |
| 4.5 | I | DSC-1 (4) | | DSC-2 (4) | DSC3(4) | OE-1(2) | VSC-1 (2) | AEC-1 (2) (ENG) IKS-Genric (2) | CC1 (2) | 22 |
| | II | DSC-4 (4) | | DSC-5 (4) | DSC6 (4) | OE-2 (4) | VSC-2 (2) | AEC-2 (2) (ENG) | CC-2 (2) | 22 |
| | Cum. Cr. | 8 | | 8 | 8 | 6 | 04 | 06 | 4 | 44 |
| Level | Sem. | Major (Core) Subjects | | -- | Minor Subjects (Min) | GE/OE | VSC, SEC (VSEC) | ACE, VEC, IKS | CC, CEP, OJT, Internship | Credits |
| | | Mandatory (DSC) | Elective (DSE) | | | | | | | |
| 5.0 | III | DSC-7(4) DSC-8 (4) | -- | -- | Min-1 (4) | OE-3(2) | SEC-1(2) | VEC-1 (2) (ES) AEC-3 (2) (MIL) | CC-3 (2) | 22 |
| | IV | DSC-9 (4) DSC-10 (4) | -- | -- | MIN-2 (2) | OE-4(2) | | VEC-2 (2) AEC-4 (2) (MIL) | CC-4(2) Int/OJT/PW (4) | 22 |
| | Cum. Cr. | 8+16 = 24 | -- | 8 | 8+6=14 | 6+4=10 | 6 | 6 + 4 = 10 | 4 + 8 = 12 | 8+80=88 |
| 5.5 | V | DSC-11 (4) DSC-12 (4) DSC-13 (IKS-2) (2) (Subject Specific) | DSE-1 (2) | -- | Min-3 (4) | -- | VSC-3(2) SEC-2(2) | | FP (2) | 22 |
| | VI | DSC-14 (4) DSC-15 (4) DSC-16 (2) | DSE-2 (2) | -- | Min-4 (2) | -- | VSC-4(4) SEC-3(2) | -- | FP (2) | 22 |
| | Cum. Cr. | 24 + 20 = 44 | 4 | 8 | 14+6=20 | 10 | 16 | 14 | 12 + 4 = 16 | 132 |

Note:

- Number in brackets indicate credits allotted.

Fourth Year BCom (Honors)

| Level | Sem. | Major (Core) Subjects | | RM | Minor Subjects (Min) | GE/OE | VSE, SEC (VSEC) | ACE, VEC, IKS | CC, CEP, OJT, Internship | Credits |
|-------|------|--|-------------------|----------|----------------------|-----------|-----------------|---------------|--------------------------|------------|
| | | Mandatory (DSC) | Elective (DSE) | | | | | | | |
| 6 | VII | DSC-17 (4) DSC-18 (4) DSC-19 (4) DSC-20 (2) | DSE-3 (4) | -- | RM (4T) | -- | -- | -- | -- | 22 |
| | VIII | DSC-21 (4) DSC-22 (4) DSC-23 (4) DSC-24(2) | DSE-4 (4) | -- | -- | -- | -- | -- | OJT/Int.(4) | 22 |
| | | 44+28=72 | 4 + 8 = 12 | 8 | 20 + 4 =24 | 10 | 16 | 14 | 16 + 4 = 20 | 176 |

| Subject Basket for Generic / Open Elective Course (GE/OE) | | | | | | | | |
|---|----------------------------|--------|--|---|---------|------------------------|--|--|
| Offered by Faculty of Science & Technology | | | | | | | | |
| To be Opted by Students Commerce & Management Faculty | | | | | | | | |
| Year / Level | Sem. | Course | Course Code | Course Title | Credits | Offering Department | | |
| Year-1 Level - 4.5 | Sem-I | OE-1 | Select any one of the following | | | | | |
| | | | BC-114 | Health Awareness | 2 | Biochemistry | | |
| | | | BT-114 | Biotechnology for human welfare | 2 | Biotechnology | | |
| | | | BO-114 | Plant Nursery and Management | 2 | Botany | | |
| | | | CH-114 | Chemistry in Everyday Life | 2 | Chemistry | | |
| | | | CS-114 | Word Processing with Google Docs (Hands on) | 2 | Computer Science | | |
| | | | IT-114 | Word Processing with Google Docs (Hands on) | 2 | Information Technology | | |
| | | | EL-114 | Hardware and Networking | 2 | Electronics | | |
| | | | EV-114 | Fundamentals of Environmental Science | 2 | Environmental Science | | |
| | | | GG-114 | Agricultural Geography | 2 | Geography | | |
| | | | GE-114 | Introduction to Earth System Science | 2 | Geology | | |
| | | | MT-114 | Mathematics for Competitive Examinations | 2 | Mathematics | | |
| | | | MB-114 | Microbes and we | 2 | Microbiology | | |
| | | | PH-114 | Materials in today's world | 2 | Physics | | |
| ST-114 | Fundamentals of Statistics | 2 | Statistics | | | | | |
| ZO-114 | Vermitechnique | 2 | Zoology | | | | | |
| Year / Level | Sem. | OE | Course Code | Course Title | Credits | Offering Department | | |
| Year-1 Level - 4.5 | Sem-II | OE-2 | Select any one of the following | | | | | |
| | | | BC-124 | Infection Biology | 4 | Biochemistry | | |
| | | | BT-124 | Medical Biotechnology | 4 | Biotechnology | | |
| | | | BO-124 | Food Technology | 4 | Botany | | |
| | | | CH-124 | Food Chemistry | 4 | Chemistry | | |
| | | | CS-124 | Google Apps (Hands on) | 4 | Computer Science | | |
| | | | IT-124 | Google Apps (Hands on) | 4 | Information Technology | | |
| | | | EL-124 | Digital Literacy | 4 | Electronics | | |
| | | | EV-124 | Environmental Education | 4 | Environmental Science | | |
| | | | GG-124 | Population Geography | 4 | Geography | | |
| | | | GE-124 | Minerals and Gems | 4 | Geology | | |
| | | | MT-124 | Quantitative Aptitude and Logical Reasoning | 4 | Mathematics | | |
| | | | MB-124 | Health and hygiene | 4 | Microbiology | | |
| | | | PH-124 | Energy | 4 | Physics | | |
| ST-124 | Statistical Methods | 4 | Statistics | | | | | |
| ZO-124 | Public health and hygiene | 4 | Zoology | | | | | |

| Subject Basket for Generic / Open Elective Course (GE/OE) | | | | | | | |
|--|--------|--------|--|---|---------|------------------------|--|
| Offered by Faculty of Humanities | | | | | | | |
| To be Opted by Students from Commerce & Management Faculty | | | | | | | |
| Year / Level | Sem. | Course | Course Code | Course Title | Credits | Offering Department | |
| Year-1 Level - 4.5 | Sem-I | OE-1 | Select any one of the following | | | | |
| | | | MAR-114 | स्पर्धा परीक्षेसथठी व्यथकरण भग- I | 2 | मरथठी | |
| | | | ENG-114 | Studies in English Literature and Language-I | 2 | English | |
| | | | HIN-114 | लेखन अभभव्यभि कौशल | 2 | भिन्दी | |
| | | | URD-114 | Gazal | 2 | Urdu | |
| | | | PER-114 | Persian Grammar | 2 | Persian | |
| | | | SAN-114 | नीतीशधस्त व भनतीकथध चधणधव्यनीती | 2 | Sanskrit | |
| | | | PAL-114 | र्मभनती | 2 | Pali | |
| | | | PRAK-114 | पधद्यपणसधयरो | 2 | Prakrit (Ardhamagadhi) | |
| | | | HIS-114 | History of Khandesh – I | 2 | History | |
| | | | GG-114 | Agriculture Geography | 2 | Geography | |
| | | | ECO-114 | Fundamentals of Banking-I | 2 | Economics | |
| | | | PSY-114 | Psychology of Happiness | 2 | Psychology | |
| | | | POL-114 | Indian Polity – I | 2 | Political Science | |
| | | | SOC-114 | Indian Social Problems-I | 2 | Sociology | |
| | | | DEF-114 | Current Affairs of Indian Military Forces-I | 2 | Defense Studies | |
| | | | ISC-114 | Basic Islamic Teachings – I | 2 | Islamic Studies | |
| | | | PHI-114 | Problems of Philosophy – I | 2 | Philosophy | |
| | | | EDU-114 | Educational Thinkers I | 2 | Education | |
| | | | LOG-114 | Introduction to Indian Logic – I | 2 | Logic | |
| Year / Level | Sem. | OE | Course Code | Course Title | Credits | Offering Department | |
| Year-1 Level - 4.5 | Sem-II | OE-2 | Select any one of the following | | | | |
| | | | MAR-124 | स्पर्धा परीक्षेसथठी व्यथकरण भग- II | 4 | मरथठी | |
| | | | ENG-124 | Studies in English Literature and Language-II | 4 | English | |
| | | | HIN-124 | लघुकु थ | 4 | भिन्दी | |
| | | | URD-124 | Afsana | 4 | Urdu | |
| | | | PER-124 | Persian Poets | 4 | Persian | |
| | | | SAN-124 | नीतीशधस्त व भनतीकथध पंचतंरम् (आसीकगतकरकम्) | 4 | Sanskrit | |
| | | | PAL-124 | जधतककथध | 4 | Pali | |
| | | | PRAK-124 | पधद्यकथध | 4 | Prakrit (Ardhamagadhi) | |
| | | | HIS-124 | History of Khandesh - II | 4 | History | |
| | | | GG-124 | Physical Geography | 4 | Geography | |
| | | | ECO-124 | Fundamentals of Banking-II | 4 | Economics | |

| | | | | | |
|--|--|----------------|---|----------|-------------------|
| | | PSY-124 | Psychology of Wellbeing | 4 | Psychology |
| | | POL-124 | Indian Polity – II | 4 | Political Science |
| | | SOC-124 | Indian Social Problems-II | 4 | Sociology |
| | | DEF-124 | Current Affairs of Indian Military Forces-II | 4 | Defense Studies |
| | | ISC-124 | Basic Islamic Teachings – II | 4 | Islamic Studies |
| | | PHI-124 | Problems of Philosophy – II | 4 | Philosophy |
| | | EDU-124 | Educational Thinkers II | 4 | Education |
| | | LOG-124 | Introduction to Indian Logic – I | 4 | Logic |

SEMESTER – I

| Level (Semester): 4.5 (I) | | Credits |
|---|---|-----------|
| VERTICALS | Course | |
| DSC-1 | 111: Financial Accounting | 4 |
| DSC-2 | 112: Economics of Demand & Supply Function | 4 |
| DSC-3 | 113: Computing Skills | 4 |
| Students of Other Discipline/Department or another Faculty will opt any one Course from the Basket | | |
| Open Electives (OE)-1 | 114A: Fundamentals of Accounting | 2 |
| | 114B: Cooperative Law and Micro Finances-I | |
| | 114C: Basics of Stock Markets | |
| | 114D: Business Statistics-I | |
| | 114E: Regional Planning & Development | |
| AEC-1 | ENG 113: English for All-I | 2 |
| IKS-1 | IKS 115: IKS (Generic) | 2 |
| VSC-1 (Any One Course from the Basket) | 116A: Corporate Law & Secretarial Practice | 2 |
| | 116B: Marketing and Advertising | |
| | 116C: Financial Literacy-I | |
| | 116D: Principles and Practices of Banking-I | |
| | 116E: Geography of Tourism | |
| CC-1 (Select anyone) | A):NCC - 1 B): NSS - 1 C): Sports - 1 D): Cultural Activities – 1 E): IPDC - 1 F): Student Welfare Activity-1 G): Yoga | 2 |
| Cumulative Credits/ Sem | -- | 22 |
| Degree/ Cumulativee Cr. | -- | -- |

SEMESTER – II

| Level (Semester): 4.5 (II) | | Credits |
|--|---|-----------|
| VERTICALS | Course | |
| DSC-4 | 121: Cost Accounting | 4 |
| DSC-5 | 122: Economics of Market Structure & Factor Pricing | 4 |
| DSC-6 | 123: Financial Market | 4 |
| Students of Other Discipline/Department or another Faculty will opt any one Course from the Basket | | |
| Open Electives (OE)- 2 | 124A: Modern Office Management | 4 |
| | 124B: Cooperative Law and Micro Finances-II | |
| | 124C: Insurance Management | |
| | 124D: Business Statistics-II | |
| | 124E: Geography of Resources and Environment | |
| AEC-2 | 123: English for All-II | 2 |
| VSC-2 (Any One Course from the Basket) | 125A: Corporate Regulatory Framework | 2 |
| | 125B: Digital Marketing | |
| | 125C: Financial Literacy-II | |
| | 125D: Principles and Practices of Banking-II | |
| | 125E: Introduction to Data Science | |
| CC- 2 (Select any one) | A): NCC - 2 B): NSS - 2 C): Sports - 2 D): Cultural Activities – 2 E): IPDC -2 F): Student Welfare Activity-2 G): Human Rights and Environment Law H): Market Survey for Experimental Learning | 2 |
| Cumulative Credits/ Sem | -- | 22 |
| B.Com. UG Certificate | | 44 |
| Exit option: Award of UG Certificate in Major with 44 credits and an additional 4 credits core NSQF course/ Internship OR Continue with Major and Minor | | |

SEMESTER – III

| Level (Semester): 5.0 (III) | | | Credits | |
|---|---|---|--|-------------------|
| VERTICALS | Course | | | |
| Select Any One Major Out of Three Choices | | | 8 Credit | |
| Major | DSC-7 DSC-8 | Advanced Accountancy | 211A: Corporate Accounting-I | 4 |
| | | | 212: Understanding Classical Views on Macro Economics & Investment Function | 4 |
| | | Advanced Costing | 211B: Cost and Management Accounting-I | 4 |
| | | | 212: Understanding Classical Views on Macro Economics & Investment Function | 4 |
| | | Business Administration | 211C: Principles of Management-I | 4 |
| | | | 212: Understanding Classical Views on Macro Economics & Investment Function | 4 |
| Elective(DSE) | | -- | -- | |
| Select Any One Minor Out of Two Choices | | | 4 Credit | |
| Minor | MIN-1 | Computer Management | 213A: Computing Management | 4 |
| | | Banking & Finance | 213B: Modern Banking & Financial System-I | 4 |
| Students of Other Discipline/Department or another Faculty will opt any one Course from the Basket | | | 2 Credit | |
| GE/OE (For Student from other Department/Discipline/Faculty) | OE-3 | 214A: Financial Statements | | 2 |
| | | 214B: Corporate Regulatory Framework-I | | |
| | | 214C: Retail Management-I | | |
| | | 214D: Statistical Tools and Techniques-I | | |
| | | 214E: Business Environment-I | | |
| VEC-1 | ES 215: Environmental Studies | 2 | | |
| SEC-1 | 216A: Computerized Accounting Procedures | 2 | | |
| | 216B: Fundamentals of Security Analysis | | | |
| Select Any One Out of Three Choices | | | 2 Credit | |
| | AEC-3(MIL) | 217A: Business Communication | | 2 |
| | | 217B: Vyavsaik Hindi-I | | |
| | | 217C: Vyavharik Marathi-I | | |
| CC-3 (Select anyone) | | A): NCC - 3 B): NSS - 3 C): Sports - 3 D): Cultural Activity – 3 E): Cyber Security F): Community Engagement Programme (Visit and Study of Local Retailer/Hotels/Malls/SHG etc and Poster & PPT Presentation about there Functioning related Accounting/Finance/HR/Marketing Activities) | | 2 Credit |
| Cumulative Credits/ Sem | | | -- | 22 Credits |

SEMESTER – IV

| Level (Semester): 5.0 (IV) | | | Credits |
|--|-----------------|--|--|
| VERTICALS | | Course | |
| Select Any One Major Out of Three Choices | | | 8 Credit |
| Major | DSC-9 DSC-10 | Advanced Accountancy | 221A: Corporate Accounting-II 222: Advanced Macro Economics |
| | | Advanced Costing | 221B: Cost and Management Accounting-II 222: Advanced Macro Economics |
| | | Business Administration | 221C: Principles of Management-II 222: Advanced Macro Economics |
| | | Elective(DSE) | -- |
| | | Select Any One Minor Out of Two Choices | |
| Minor | MIN-2 | Computer Management | 223A: AI for Business (Practical) |
| | | Banking & Finance | 223B: Modern Banking & Financial System -II |
| Students of Other Discipline/Department or another Faculty will opt any one Course from the Basket | | | 2 Credit |
| OE-4 | | 224A: Managing Workforce 224B: Corporate Regulatory Framework-II 224C: Retail Management-II 224D: Statistical Tools and Techniques-II 224E: Business Environment-II | 2 |
| VES-2 | | CI 225: Constitution of India | 2 |
| Select Any One Out of Three Choices | | | 2 Credit |
| AEC-4 (MIL) | | 226A: Professional Communication 226B: Vyavsaik Hindi-II 226C: Vyavharik Marathi-II | 2 |
| OJT/Int | | 227: Internship | 4 Credit |
| CC-4 (Select anyone) | | A): NCC - 4 B): NSS - 4 C): Sports - 4 D): Cultural Activities – 4 E): Communication Skills F): Studying Entrepreneurial Activities in Local Area & small-Scale Industries. | 2 Credit |
| Cumulative Credits/ Sem | | | 22 Credits |
| B.Com. UG Diploma | | | 88 Credits |
| Exit option: Award of UG Diploma in Major with 88 credits and an additional 4 credits core NSQF course/ Internship OR Continue with Major and Minor | | | |

SEMESTER – V

| Level (Semester): 5.5 (V) | | | | Credits |
|--|-------------------------------------|------------------------------------|---|---|
| VERTICALS | | Course | | |
| Select Any One Major Out of Three Choices | | | | 10 Credit |
| Major | DSC-11 DSC-12 DSC-13 | Advanced Accountancy | 311A: Advanced Accounting-I | 4 |
| | | | 312: Indian Economic Scenario - I | 4 |
| | | | 313A: Principles and Practice of Auditing & Its History in Indian Context (IKS) | 2 |
| | | Advanced Costing | 311B: Advanced Costing-I | 4 |
| | | | 312: Indian Economic Scenario - I | 4 |
| | | | 313B: Cost Auditing & History of Indian Auditing System (IKS) | 2 |
| | | Business Administration | 311C: Human Resource Management | 4 |
| | | | 312: Indian Economic Scenario - I | 4 |
| | | | 313C: Indian Taxation System & Auditing (IKS) | 2 |
| | | | DSE-1 | 314A: Entrepreneurship Development |
| | | | 314B: Startup and Innovation | |
| Select Any One Minor Out of Two Choices | | | | 4 Credit |
| Minor | MIN-3 | Computer Management | 315A: E-Commerce | 4 |
| | | Banking & Finance | 315B: Advanced Banking-I | |
| | | GE/OE | -- | -- |
| Select Any One | | | | 2 Credit |
| | | VSC-3 | 316A: Quantitative Techniques | |
| | | | 316B: Franchisee Management | 2 |
| | | | 316C: Global Trade and Finance-I | |
| | | SEC-2 | 317A: Organization Behavior | |
| | | | 317B: Filing of Income tax Returns (Practical) | 2 |
| | | FP -1 | 318: Field Project (Work Experience with all kinds of Local Industry, Banking Sector, Insurance Sectors, Money, Capital & Derivative market Industries, Agro Industries) | 2 |
| Cumulative Credits/ Sem | | | -- | 22 Credits |

SEMESTER – VI

| Level (Semester): 5.5 (VI) | | | | Credits |
|--|----------------------------|----------------------------|---|--------------------|
| VERTICALS | | Course | | |
| Select Any One Major Out of Three Choices | | | | 10 Credit |
| Major | DSC-14 DSC-15 DSC-16 | Advanced Accountancy | 321A: Advanced Accounting-II | 4 |
| | | | 322: Indian Economic Scenario-II | 4 |
| | | | 323A: Indian Taxation System | 2 |
| | | Advanced Costing | 321B: Advanced Costing-II | 4 |
| | | | 322: Indian Economic Scenario-II | 4 |
| | | | 323B: Indian Taxation System | 2 |
| | | Business Administration | 321C: Marketig Management | 4 |
| | | | 322: Indian Economic Scenario-II | 4 |
| | | | 323C: Production & Material Management | 2 |
| | | DSE-2 | 324A: Business Research Methods | 2 |
| | | | 324B: Computer Applications in Research | |
| Select Any One Minor Out of Two Choices | | | | 2 Credit |
| Minor | MIN-4 | Computer Management | 325A: Information System Audit (Practical) | 2 |
| | | Banking & Finance | 325B: Advanced Banking – II | |
| | | GE/OE | -- | -- |
| Select Any One | | | | 4 Credit |
| | | VSC-4 | 326A: Data Analytics for Business | 4 |
| | | | 326B: Business & Tax Law | |
| | | | 326C: Global Trade and Finance-II | |
| | | | 326D: M-Commerce | |
| | | SEC-3 | 327A: Understading Cost Accounting Standards | 2 |
| | | | 327B: E-Filing of GST return (Practical) | |
| | | FP-2 | 328: Field Project (Work Experience with all kinds of Local Industry, Banking Sector, Insurance Sectors, Money, Capital & Derivative market Industries, Agro Industries) | 2 |
| Cumulative Credits/ Sem | | | -- | 22 Credits |
| Degree/ Cumulativee Cr. | | | -- | 132 Credits |
| Exit option: Award of UG Degree in Major & Minor with 132 credits and an additional 4 credits core NSQF course/ Internship OR Continue with Major and Minor | | | | |

SEMESTER – VII

| Level (Semester): 6.0 (VII) | | | Credits | |
|---|--|---|---|---|
| VERTICALS | Course | | | |
| Select Any One Major Out of Three Choices | | | Credit | |
| Major | DSC-17 DSC-18 DSC-19 DSC-20 | Advanced Accountancy | 411A: Advanced Accounting-III | 4 |
| | | | 412A: Management Accounting-I | 4 |
| | | | 413A: Behavioral Finance | 4 |
| | | | 414A: Strategic Management | 2 |
| | | Advanced Costing | 411B: Advanced Cost Accounting-III | 4 |
| | | | 412B: Management Accounting-I | 4 |
| | | | 413B: Business Policy and Strategy | 4 |
| | | | 414B: Production Management | 2 |
| | | Business Administration | 411C: Strategic Management | 4 |
| | | | 412C: Human Resource Development | 4 |
| | | | 413C: Principles of Marketing | 4 |
| | | | 414C: Financial Management for Decision Making | 2 |
| | | DSE-3 | 415: Industrial Economics-I | 4 |
| | RM | 416: Research Methodology in Commerce & Management | 4 | |
| | OJT/ FP | -- | -- | |
| | RP | -- | -- | |
| | Cumulative Credits/ Sem | -- | 22 Credits | |

SEMESTER – VIII

| Level (Semester): 6.0 (VIII) | | | Credits | |
|---|--|--------------------------------|--|-----------------|
| VERTICALS | | Course | | |
| Select Any One Major Out of Three Choices | | | 14 Credit | |
| Major | DSC-21 DSC-22 DSC-23 DSC-24 | Advanced Accounta ncy | 421A: Advanced Accounting-IV | 4 |
| | | | 422A: Management Accounting-II | 4 |
| | | | 423A: International Business | 4 |
| | | | 424A: Case Studies in Strategic Management | 2 |
| | | Advanced Costing | 421B: Advanced Cost Accounting-IV | 4 |
| | | | 422B: Management Accounting-II | 4 |
| | | | 423B: Strategic Cost Management | 4 |
| | | | 424B: Material Management | 2 |
| | | Business Administr ation | 421C: Design Thinking | 4 |
| | | | 422C: International Business | 4 |
| | | | 423C: Recent Trends in Commerce & Business | 4 |
| | | | 424C: Case Studies in Strategic Management | 2 |
| | | DSE-4 | 425: Industrial Economics-II | 4 Credit |
| RM | -- | -- | | |
| OJT/ FP | 426: Internship in Industry & Project Submission | 4 Credit | | |
| RP | -- | 22 Credits | | |
| Degree/CumulativeCr. | -- | 176 Credits | | |

Observations

- **Major DSC (Mandatory):** is the subject that represents the main focus of the degree, and the degree will be awarded in that Subject. Students should secure a minimum 50% of total credits through Major (core) Courses (mandatory courses, electives, vocational courses, Internship/ Field Projects/ Apprenticeship/ Community Engagement Projects, Seminars, and Group Discussion. In addition, Entrepreneurship, IPR and Research Project shall be offered in case of Honors with Research Degree) in Three /Four Years for the award of Major Degree.
- **Major Specific IKS (Cr-2)** is included under Major.
- **Minor:** is the subject that may complement the Major subject or can have interdisciplinary bandwidth. Minor subject may be related or unrelated to the Major subject. The Minor subjects may be from the different disciplines of the same faculty of DSC Major (Core) or they can be from different faculty altogether. The minor Banking & Finance subject will be shared by economics teacher along with Commerce teacher.
- **GE/OE:** is to be chosen compulsorily from faculty other than that of the Major and from the faculty-wise baskets of **OE** prepared by University/Colleges.
- **SEC (Skill Enhancement Courses)** to be selected from the basket of **Skill Courses** approved by University.
- **VSC (Vocational Skill Courses):** including **Hands on Training** corresponding to the Major and/or Minor Subject, to be selected from the basket. Wherever applicable vocational courses will include skills based on advanced laboratory practical's of Major.
- **AEC (Ability Enhancement Courses):** a) English: 04 Credits, b) Modern Indian Language (MIL): 04 credits,
- **VEC (Value Education Courses):** to be chosen from the courses, such as; Understanding India, Environmental Science/Education, and Digital and Technological Solutions,
- **IKS (Indian Knowledge System):** Courses on IKS to be selected from the basket of IKS courses approved by University.
- **CC :** (Co-curricular Courses): to be chosen from the courses, such as; Health and Wellness, Yoga education, Sports and fitness, Cultural Activities, NSS/NCC and Fine/ Applied/ Visual/ Performing Arts. (Activities/Theory/ Practical/Assignment).
- **FP/CEP:** Field Projects/Community Engagement and Service corresponding to the Major (Core) Subject.



Kavayitri Bahinabai Chaudhari North Maharashtra University, Jalgaon
Faculty of Commerce & Management
B.Com (Honors/Research) Major - Advanced Accountancy/ Advanced
Costing/Business Administration, Minor - Economics/Computer
Management/Banking & Finance
(W. E. F. 2024-25)



Internal Continuous Assessment for 2 Credit Course

| Assessment Components | Internal Continuous Assessment (College Assessment-CA) (20 Marks) | | | Semester-End Examination (University Assessment-UA) (30 Marks) |
|-----------------------|--|---|--|--|
| | Class Test (Test-1 of 10 Marks) | Attendance (In regular classes / Practical's etc.) | Other Assessment (Home Assignments/ Group Discussion/ Quiz / Seminar/ Avishkar Participation) | |
| Marks | 10 | 5 | 5 | 30 |

Internal Continuous Assessment for 4 Credit Course

| Assessment Components | Internal Continuous Assessment (ICA) (40 Marks) | | | Semester-End Examination (University Assessment-UA) (60 Marks) |
|-----------------------|--|--|--|--|
| | Class Test (Test-1 & 2 each of 15 Marks) | Class Participation (In regular classes / Practical's etc.) | Other Assessment (Home Assignments/ Group Discussion/ Quiz / Seminar/ Avishkar Participation) | |
| Marks | 30 | 05 | 05 | 60 |

Presentation (Poster or Home/Class Assignment) Rubric

| Criteria | Performance (Marks) | | |
|---------------------------|---|--|---|
| | 5 | 3 | 1 |
| Content | The material presented was complete, precise in manner | The material presented was partially complete and was off-topic at some places | The material presented was incomplete and largely off-topic |
| Knowledge & understanding | Seminar demonstrated thorough knowledge and applicability of facts, terms and concepts | Seminar demonstrated moderate knowledge and applicability of facts, Terms and concepts | Seminar demonstrated limited knowledge and applicability of facts, terms and concepts |
| Discussion | The student actively participated in the discussion and was able to give a convincing reply to questions. | The students had a moderate participation. In the discussion and was able to give a Convincing reply to some questions | The student did not participate in the discussion and was not able to give a convincing reply to most questions |

Source: UGC Evaluation Reforms in Higher Educational Institutions



Question Paper Pattern: For UG NEP B.Com.

(w.e.f. 2024-25)

Subject – All Subjects excluding Case Studies, Accounting Allied Subjects

(Theory Subjects of 4 Credits Only)

Maximum Marks – 60

Time Allowed – Two Hours

Instructions to Candidate

1. Do not write anything on question paper except seat no.
2. Students should note, no supplement will be provided.
3. Question No.1 is Compulsory. In addition, attempt any two questions from Q.No.2 to 4.
4. Attempt any two questions Section II.
5. All Questions carry equal marks.

Section – I

- | | |
|--|----|
| 1. Write Short Notes (Any Three) | 12 |
| a) | |
| b) | |
| c) | |
| d) | |
| e) | |
| 2. Long Answer Question (Based on any topic from the syllabus) | 12 |
| 3. Long Answer Question (Based on any topic from the syllabus) | 12 |
| 4. Long Answer Question (Based on any topic from the syllabus) | 12 |

Section – II

- | | |
|---|----|
| 5. Long Answer Question (Based on any topic from the syllabus) | 12 |
| 6. Long Answer Question (Based on any topic from the syllabus) | 12 |
| 7. Short Answer Question (Based on any topic from the syllabus) | 12 |
| a) | |
| b) | |

Question Paper Pattern: For UG NEP B.Com.

(w.e.f. 2024-25)

Subject – Accounting related practical subjects (4 Credits Only)

Maximum Marks – 60

Time Allowed – Two Hours

Instructions to Candidate

1. Do not write anything on question paper except seat no.
2. Students should note, no supplement will be provided.
3. Attempt any three questions Section I.
4. Attempt any two questions Section II.
5. All Questions carry equal marks.
6. Use of simple calculator is permissible.

Section – I

- | | |
|--|----|
| 1. Long Practical Problem on any topic from the syllabus | 12 |
| 2. Long Practical Problem on any topic from the syllabus | 12 |
| 3. Long Practical Problem on any topic from the syllabus | 12 |
| 4. Long Practical Problem on any topic from the syllabus | 12 |

Section – II

- | | |
|--|----|
| 5. Long Answer Theory Questions based on any topic from the syllabus | 12 |
| 6. Short Answer Theory Question based on any topic from the syllabus | 12 |
| a) | |
| b) | |
| 7. Write Short Notes (Any Three) | 12 |
| a) | |
| b) | |
| c) | |
| d) | |
| e) | |

Question Paper Pattern: For UG NEP B.Com.

(w.e.f. 2024-25)

**Subject – All Subjects excluding Case Studies, Accounting Allied Subjects
(Theory Subjects of 2 Credits Only)**

Maximum Marks – 30

Time Allowed – One and Half Hours

Instructions to Candidate

1. Do not write anything on question paper except seat no.
2. Students should note, no supplement will be provided.
3. Question No.1 is Compulsory.
4. Attempt any two questions Q.No.2 to 4.
5. All Questions carry equal marks.

- | | |
|--|----|
| 1. Write Short Notes (Any Three) | 6 |
| a) | |
| b) | |
| c) | |
| d) | |
| 2. Long Answer Question (Based on any topic from the syllabus) | 12 |
| 3. Long Answer Question (Based on any topic from the syllabus) | 12 |
| 4. Long Answer Question (Based on any topic from the syllabus) | 12 |

Question Paper Pattern: For UG NEP B.Com.

(w.e.f. 2024-25)

Subject – Accounting related practical subjects (2 Credits Only)

Maximum Marks – 30

Time Allowed – One and Half Hours

Instructions to Candidate

1. Do not write anything on question paper except seat no.
2. Students should note, no supplement will be provided.
3. Question No.1 is Compulsory.
4. Attempt any two questions Q.No.2 to 4.
5. All Questions carry equal marks.
6. Use of simple calculator is permissible.

- | | |
|--|----|
| 1. Write Short Notes (Any Two) | 6 |
| a) | |
| b) | |
| c) | |
| 2. Long Answer Theory Questions based on any topic from the syllabus | 12 |
| 3. Long Practical Problem/Theory on any topic from the syllabus | 12 |
| 4. Long Practical Problem/Theory on any topic from the syllabus | 12 |

Question Paper Pattern: For UG NEP B.Com.

(w.e.f. 2024-25)

**Subject – Case Studies in Commerce and Management, Case Studies in S.M.
related subjects (2 Credits Only)**

Maximum Marks – 30

Time Allowed – One and Half Hours

Instructions to Candidate

1. Do not write anything on question paper except seat no.
2. Students should note, no supplement will be provided.
3. Attempt any three questions of Case Studies.
4. All Questions carry equal marks.

| | |
|--------------------------------------|----|
| 1. Case Study Problem with questions | 10 |
| 2. Case Study Problem with questions | 10 |
| 3. Case Study Problem with questions | 10 |
| 4. Case Study Problem with questions | 10 |

Question Paper Pattern: For UG NEP B.Com.

(w.e.f. 2024-25)

Subject – ENG 113 & ENG123: English for All (Only)

Maximum Marks – 30

Time Allowed – One and Half Hours

Instructions to Candidate

1. Do not write anything on question paper except seat no.
2. Students should note, no supplement will be provided.
3. All Questions are compulsory.

- | | |
|---------------------------------|----|
| 1. Write Short Notes (Any Two) | 6 |
| a) | |
| b) | |
| c) | |
| 2. Write Short Answer (Any Two) | 12 |
| a) | |
| b) | |
| c) | |
| 3. Write Long Answer (Any Two) | 12 |
| a) | |
| b) | |
| c) | |



Kavayitri Bahinabai Chaudhari North Maharashtra University, Jalgaon
Faculty of Commerce & Management
B.Com (Honors/Research) Major - Advanced Accountancy/ Advanced
Costing/Business Administration, Minor - Computer Management/Banking &
Finance
(W. E. F. 2024-25)



| | |
|---------------------------|-------------------|
| B.Com – First Year | |
| Level: 4.5 | Semester I |

SEMESTER – I

| Level (Semester): 4.5 (I) | Credits |
|--|-----------|
| Course | |
| 111: Financial Accounting | 4 |
| 112: Economics of Demand & Supply Function | 4 |
| 113: Computing Skills | 4 |
| 114A: Fundamentals of Accounting | |
| 114B: Cooperative Law and Micro Finances-I | |
| 114C: Basics of Stock Markets | 2 |
| 114D: Business Statistics-I | |
| 114E: Regional Planning & Development | |
| ENG 113: English for All-I | 2 |
| IKS 115: IKS (Generic) | 2 |
| 116A: Corporate Law & Secretarial Practice | |
| 116B: Marketing and Advertising | |
| 116C: Financial Literacy-I | 2 |
| 116D: Principles and Practices of Banking-I | |
| 116E: Geography of Tourism | |
| CC-1 | |
| A): NCC - 1 | |
| B): NSS - 1 | |
| C): Sports - 1 | |
| D): Cultural Activities – 1 | 2 |
| E): IPDC - 1 | |
| F): Student Welfare Activity-1 | |
| G): Yoga | |
| -- | 22 |
| -- | -- |



Kavayitri Bahinabai Chaudhari North Maharashtra University, Jalgaon
Faculty of Commerce & Management
B.Com (Honors/Research) Major - Advanced Accountancy/ Advanced
Costing/Business Administration, Minor - Computer Management/Banking &
Finance
(W. E. F. 2024-25)



111: Financial Accounting

Credit – 04

Duration – 60 Hours

Course Learning Objectives:

- The course aims to help learners to acquire conceptual knowledge of financial Accounting, to impart skills for recording various kinds of business transactions and to Prepare financial statements.
- Get to Know about how profit or loss is calculated by the Trading and Non-trading Concerns.
- How Accounting Standards are used in Financial Accounting.
-

Course Learning Outcomes:

The successful completion of this course enables the students

| CLO No. | CLO | Cognitive Level |
|---------|--|-----------------|
| 1 | Apply the generally accepted accounting principles. while recording transactions and preparing financial statements. | 03 |
| 2 | Demonstrate accounting process. | 02 |
| 3 | Prepare the Financial Statements of sole proprietorship, firms and Not-For-Profit Organizations. | 03 |

Reference Books:

- Financial Accounting - M. Hanif and A Mukherjee
- Modern Accountancy Vol. I and II - M. Hanif and A Mukherjee
- Ready Reference on Accounting – CA G Sekar and CA Prasath
- Advanced Accounts– Shukla, Grewal and Gupta
- Advanced Accounting – Dr.Nishikant Jha
- Book Keeping and Accountancy – Koti Bhaskar
- Fundamentals of Accounting, - Dr. T. P. Ghosh, - Sultan Chand & Sons
- Fundamentals of Accounting, - Dr. S.N. Maheshwari, Dr. S.K. Maheshwari and Sharad Maheshwari

Session Plan

| Topics | Methods Used for Teaching and Learning | No. of Session |
|--|--|----------------|
| Unit 1 - Theoretical Framework <ul style="list-style-type: none"> ➤ Accounting as a measurement discipline – valuation principles, accounting estimates. ➤ Accounting Standards - concepts and objectives. ➤ List of Accounting Standards. ➤ Meaning and Scope of Generally Accepted Accounting Principles (GAAP) in India, Ind AS and IFRS | Reference/Text Fundamentals of Accounting, - Dr. T. P. Ghosh, - Sultan Chand & Sons Methods of Teaching Teaching and Learning in Class Learning Review Conceptual Framework | 8 |

| | | |
|---|--|-----------|
| <p>Unit 2 - Financial Statements</p> <ul style="list-style-type: none"> ➤ Preparation of Trading and Profit & Loss Account, Preparation of Balance sheet with and without adjustments, Preparation of Receipts & Payment Account ➤ Simple and Small Numerical Problems | <p>Reference/Text Book Keeping and Accountancy – Koti Bhaskar</p> <p>Methods of Teaching Teaching and Learning in Class Learning Review Conceptual Framework</p> | 10 |
| <p>Unit 3 - Accounts of Non-Profit Making Organizations</p> <ul style="list-style-type: none"> • Preparation of Receipts and Payment Account, Income and Expenditure Accounts and Balance sheet – Simple and Small Numerical Problems | <p>Reference/Text Book Keeping and Accountancy – Koti Bhaskar</p> <p>Methods of Teaching Teaching and Learning in Class Learning Review Conceptual Framework</p> | 10 |
| <p>Unit 4 - Gradual realization and Piecemeal Distribution of cash on dissolution of partnership firm</p> <ul style="list-style-type: none"> ➤ Meaning of piecemeal distribution. ➤ Piecemeal distribution of cash under – <ul style="list-style-type: none"> i. Maximum loss method ii. Highest Relative Capital Method (Surplus capital method) | <p>Reference/Text Financial Accounting By Deepak Sehagal</p> <p>First Internal Test</p> | 10 |
| <p>Unit 5 - Conversion of Partnership firm into a Limited Company</p> <ul style="list-style-type: none"> ➤ Meaning and Need for conversion, ➤ Calculation of Purchase Consideration, ➤ Closing entries and Ledger Accounts in the books of old firm | <p>Reference/Text Fundamentals of Accounting, - S.N. Maheshwari & S.K. Maheshwari</p> <p>Activity Practical Problem on Conversion</p> | 10 |
| <p>Unit 6 - Joint Venture Account</p> <ul style="list-style-type: none"> ➤ Meaning of Joint Venture, features, Distinction between Joint Venture and Partnership. ➤ Accounting for the Joint Venture Transactions when separate set of books of accounts are maintained | <p>Reference/Text Financial Accounting - M. Hanif and A Mukherjee</p> <p>Second Internal Test</p> | 10 |



Kavayitri Bahinabai Chaudhari North Maharashtra University, Jalgaon
Faculty of Commerce & Management
B.Com (Honors/Research) Major - Advanced Accountancy/ Advanced
Costing/Business Administration, Minor - Computer Management/Banking &
Finance
(W. E. F. 2024-25)



112: Economics of Demand & Supply Function

Credit – 04

Duration – 60 Hours

Course Learning Objectives:

- To Introduced the students to the basic principles of micro economic theory.
- To introduced the students behaviour of consumer, producer in Economy, Price determination in market and also factor pricing.
- How to microeconomic concepts can be applied to analyze real life situations

Course Learning Outcomes:

The successful completion of this course enables the students

| CLO. NO. | Course Learning Outcomes | Cognitive level |
|-----------------|---|------------------------|
| 1 | Students will be able to understand the basic principles of microeconomic theory and behaviour of consumer, producer in Economy, Price determination in market and also factor pricing. | 1 |
| 2 | Students will be able to identify and explain economic concepts and theories related to the behaviour of economic agents, markets, production functions, production cost and perfect competition. | 3 |
| 3 | Students will able to integrate theoretical knowledge about demand and related concepts like demand function consumers behaviour to explain past economic events and to formulate predictions on future ones. | 2 |
| 4 | Students will evaluate the consequences of economic activities based on basic concepts | 4 |

References

1. Paul, Krugman ,Micro Economics.
2. Lipsey, Chriystal (2011) Economics(12th Edi.) Oxford University Press New Delhi.
3. Diwett, Varma Modern Economics Theory, S. Chand & company New Delhi.
4. Seth M. L. Principle of Economics, (Micro & Macro) LaxmiNarayan Agrawal, Agra.
5. N. Gregory Mankiw, Principle of Economics, South Western, Indian Edition.
6. Chavan N. L. Fundamental of Economics, Prashant Publications, Jalgaon.
7. Chavan N. L. Pragat suksamlakshi Arthshatra, Prashant Publication Jalgaon.
8. Pawar Sumitra, Dilip Jagtap Micro & Macro Economics, Prashant Publication Jalgaon.
9. Gupta S. P. Statical Methods, Sultan Chand & Son, New Delhi.
10. Advanced Economic Theory by H L Ahuja 21st Edition
11. Modern Microeconomics by A koutsoyiannis

Session Plan

| Topic | Readings | No. of Session |
|---|--|----------------|
| Unit 1- An Overview of Micro Economics <ul style="list-style-type: none"> ➤ Introduction to Micro Economics <ul style="list-style-type: none"> a. Definition & Meaning b. Importance & Limitations ➤ Concept <ul style="list-style-type: none"> ➤ a. Plant ➤ b. Firm ➤ c. Industry ➤ Concept of Working of Market Economy ➤ Concept of Functional Relationship <ul style="list-style-type: none"> a. Liner & Non-Liner Functions b. Methods of Functional Relationship | References Advanced Economic Theory by H L Ahuja 21 st Edition. Home Assignment/ Flipped Classroom What is meant by Economy? Explain the working of market Economy | 10 |
| Unit 2 - Demand Function <ul style="list-style-type: none"> ➤ Derivation of Individual Demand Curves & Market Demand Curves ➤ Concept of Consumer Surplus ➤ Demand Forecasting ➤ Needs & Importance ➤ Methods ➤ Elasticity of Demand & Supply ➤ Law of Demand | References Advanced Economic Theory by H L Ahuja 21 st Edition Home Assignment/ Flipped Classroom: Group Discussion on Elasticity of Demand & Supply | 10 |
| Unit 3 - Consumers Behavior <ul style="list-style-type: none"> ➤ Theory of Indifference Curves ➤ Concept of Utility Ordinal & Cardinal ➤ Basic Assumptions ➤ Budget Constraints ➤ Changes in Price Line ➤ Consumers Equilibrium ➤ Price Effect: Income & Substitution Effect | References Modern Microeconomics by A koutsoyiannis Home Assignment/ Flipped Classroom: Internal Test I | 10 |
| Unit 4 - Production Function <ul style="list-style-type: none"> ➤ The Production Function ➤ Total, Average & Marginal Products ➤ The Law of Variable Proportion ➤ Return to Scale | References Modern Microeconomics by A koutsoyiannis Home Assignment/ Flipped Classroom: The Explain the Law of Variable Proportion | 10 |
| Unit 5 - Production Cost <ul style="list-style-type: none"> ➤ The Short Run Costs & Cost Curves ➤ The Long Run Costs & Cost Curves ➤ “U” Shaped & “L” Shaped Average Cost Curves ➤ Internal & External Economies & Diseconomies of Scale | References Advanced Economic Theory by H L Ahuja 21 st Edition Home Assignment/ Flipped Classroom: Group Discussion on “U” Shaped & “L” Shaped Average Cost Curves | 10 |
| Unit 6 - Perfect Competition <ul style="list-style-type: none"> ➤ Meaning, Definition & Features ➤ Short Run Equilibrium of a Firm & Industry ➤ Long Run Equilibrium of a Firm & Industry | References Modern Microeconomics by A koutsoyiannis | 10 |



Kavayitri Bahinabai Chaudhari North Maharashtra University, Jalgaon
Faculty of Commerce & Management
B.Com (Honors/Research) Major - Advanced Accountancy/ Advanced
Costing/Business Administration, Minor - Computer Management/Banking &
Finance
(W. E. F. 2024-25)



Credit – 04

113: Computing Skills

Duration – 60 Hours

Course Learning Objectives:

- To develop essential computing skills.
- To train in using Microsoft Office software.
- To prepare in using key Google Services skills.

Course Learning Outcomes:

The successful completion of this course enables the students

| CLO No. | CLO | Cognitive level |
|----------------|--|------------------------|
| 1 | Students will be able to use essential computing skills | 1 |
| 2 | Students will use Microsoft Office tools – Word, Excel and Power Point | 3 |
| 3 | Students will be ready to use key Google Services skills | 5 |

Reference Book:

- Microsoft Office Step by Step (Office 2021 and Microsoft 365) August 2022 Edition, Microsoft Press
- Google Docs
- Made Easy: Online Collaboration For Everyone, James Bernstein, 2021
- Google Drive and Docs in 30 The unofficial guide to Google Drive, Docs, Sheets & Slides, Ian Lamont, 2018

Instructions as to study and examinations

Preparation of Practical file as per list of practical and topics from syllabus is essential

Session Plan

| Topics | Readings | No. of Session |
|--|--|----------------|
| <p>Unit 1 – Essential Computing Skills – I</p> <p>1.1 Basic Photo Editing Skills – Editing Using Microsoft Office Picture Manager and Paint</p> <p>1.2 Fast and Accurate Typing Skill enhancement using – Rapid Typing</p> <p>1.3 Speak and Type on Mobile using Google Voice Typing</p> <p>1.4 Online Typing in regional language – Marathi & Hindi</p> <p>1.5 Grammar checking of document using free grammar checking tools</p> <p>1.1 Plagiarism checking of document using free plagiarism checking tools</p> | <p>Activity:</p> <p>Ask students to edit college function photos.</p> <p>Type an activity report of any event.</p> <p>Do searching by using voice Demo of different tools</p> | 10 |
| <p>Unit 2 - Essential Computing Skills – II</p> <p>2.1 Working with Video Conferencing Tools – Zoom/Google Meet etc.</p> <p>2.2 Using ZIP files –ZIP and UNZIP operations</p> <p>2.3 Basic Computer Hardware usage and troubleshooting Skills with respect to printer, monitor, keyboard,mouse and web camera. Using Pen drive.</p> <p>2.4 Downloading and installing software:</p> <ol style="list-style-type: none"> 1. Download and install tally prime software from tally solutionswebsite 2. Install Printer Drivers <p>2.5 Using e-Commerce and M-Commerce Websites / Mobile Applications</p> <p>2.1 Using UPI for online payments</p> | <p>Activity:</p> <p>Conduct any online meeting</p> <p>Ask to install any printer</p> <p>Ask to install any software</p> <p>Demo of using any mobile app</p> <p>Demo of doing UPI payment</p> | 10 |
| <p>Unit 3 - Microsoft Office Skills – I</p> <p>3.1 MS – Word</p> <p>Creating word documents with formatting features</p> <p>Using Tables in word document</p> <p>Using Lists in word document</p> <p>Using Mail Merge to create Certificate</p> <p>Converting Word file to pdf and pdf file to word</p> <p>3.2 MS – Power Point</p> <p>Creating Power Point Presentation with designing features</p> <p>Adding Audio Visual effects to presentation</p> <p>Creating Video File using Power point</p> | <p>Activity:</p> <p>Prepare notes using word & its features.</p> <p>Prepare time table using table.</p> <p>Prepare invitation letter using mail merge</p> <p>Prepare College presentation Add audio – visual effects in ppt</p> | 10 |
| <p>Unit 4: Microsoft Office Skills – II (Creating Excel files for various business applications)</p> <p>4.1 Arranging Rows and Columns , adding design effects</p> <p>4.2 How to use functions such as - Logical, Mathematical, statistical and Financial Functions</p> <p>4.3 Creating Charts and Graphs</p> <p>4.4 Pivot Table</p> <p>Adding objects in Excel File</p> | <p>Activity:</p> <p>Create Mark sheet in excel Use of functions in mark sheet Prepare result graphs</p> | 10 |

| | | |
|--|--|-----------|
| Unit 5: Google Services Skills – I 5.1 Using Google Search effectively 5.2 Google Maps 5.3 Google Drive 5.4 Google Calendar 5.5 Google Translate 5.1 Google Photos | Activity: Use google services for searching companies, colleges Use drive to save photos, documents Use of Translator & calendar | 10 |
| Unit 6: Google Services Skills – II 6.1 Google Docs 6.2 Google Sheets 6.3 Google Slides 6.4 Google Forms 6.5 Google Contacts 6.1 Google Finance | Activity: Using google docs, sheets Using google forms- prepare a questionnaire Second Internal Test | 10 |
| Suggested List of Practical Assignments <ul style="list-style-type: none"> • Create your Resume using MS- Word • Prepare Salary Sheet using MS- Excel • Create presentation on your city using MS- Power Point • Create Job Application using GoogleDocs • Create Mark Statement using Google Sheets • Create presentation on your college using Google Slides • Save your files on Google Drive • Translate MS- Word file from English to Hindi • Use online grammar checker and plagiarism check for your document file • Use videoconferencing tool for your meeting • Order books on e-commerce website or mobile application • Demonstrate use of online money transfer using UPI mobile application • Zip all your assignment files and email them to your teacher | | |



Kavayitri Bahinabai Chaudhari North Maharashtra University, Jalgaon
Faculty of Commerce & Management
B.Com (Honors/Research) Major - Advanced Accountancy/ Advanced
Costing/Business Administration, Minor - Computer Management/Banking &
Finance
(W. E. F. 2024-25)



114A: Fundamentals of Accounting

Credit – 02

Duration – 30 Hours

Course Learning Objectives:

- To revise the elementary concepts relating to accounting.
- To lay a foundation for understanding the accounting process.
- To gain the ability to solve problems relating to journal entries.

Course Learning Outcomes:

The successful completion of this course enables the students

| CLO No. | CLO | Cognitive level |
|----------------|---|------------------------|
| 1 | Studying the elementary concepts relating to financial accounting | 1 |
| 2 | Describing the accounting process | 3 |
| 3 | Ability to solve various problems | 4 |
| 4 | Introducing the rules relating to accounting entries | 5 |

Text Book:

- Gupta R. L. and Gupta, V.K. Principles & Practice of Accounting. Sultan Chand and Sons, New Delhi
- Grewal, T.S. Introduction to Accountancy. S. Chand and Co. New Delhi
- Fundamentals of Accounting, - Dr. T. P. Ghosh, - Sultan Chand & Sons
- Accountancy For C.A. Foundation Course , - P.C. Tulsian, - Tata McGraw Hill

Reference Book:

- Basic Accounting The Step-by-step Course in Elementary Accountancy By Nishat Azmat, Andrew Lymer
- Principles of Accounting Volume 1 - Financial Accounting By Mitchell Franklin, Patty Graybeal, Dixon Cooper
- Financial Accounting By Deepak Sehagal
- Financial Accounting (Part - I) By Dr. Yashodhan Mithare, Prof. Ravindra A. Jadhav, Dr. Bhausahab D. Ranpise, CA Nikhil B. Goyal, Dr. Bhausahab R. Pawar
- Practical Problems In Financial Accounting - SBPD Publications By Dr. S. K. Singh
- Financial Accounting By Dr. A. Karim, Dr. S.S. Khanuja, Dr. Piyush Mehta
- Financial Accounting By Balavant M. Unnibhavi
- Joint Ventures By Joseph Morris, Charles A. Hawes
- Practical Problems in Financial Accounting By Dr. S.K. Singh, Dr. S.K. Gupta, Dr. Ajit Kumar

Session Plan

| Topics | Readings | No. of Session |
|--|---|----------------|
| <p>Unit-1 Introduction to Financial Accounting</p> <ul style="list-style-type: none"> ➤ Meaning, definition, functions, objectives, advantages, limitations; ➤ Book-keeping v/s accounting v/s accountancy ➤ Users of accounting information, important accounting terminology, principles of accounting – concepts and conventions. ➤ Voucher - meaning, preparation and presentation. | <p>Reference Text</p> <p>Gupta R. L. and Gupta, V.K. Principles & Practice of Accounting. Sultan Chand and Sons, New Delhi</p> <p>Required Reading</p> <p>Grewal, T.S. Introduction to Accountancy. S. Chand and Co. New Delhi</p> | 10 |
| <p>Unit-2 Accounting Process</p> <ul style="list-style-type: none"> ➤ Branches of accounting, accounting cycle ➤ Systems of accounting, approaches to accounting. ➤ Types of accounts – Rules of debit and credit ➤ Accounting equation, journal, ledger and trial balance | <p>Reference Text</p> <p>Fundamentals of Accounting, - Dr. T. P. Ghosh, - Sultan Chand & Sons</p> <p>Required Reading</p> <p>Basic Accounting The Step-by-step Course in Elementary Accountancy By Nishat Azmat, Andrew Lymer</p> | 10 |
| <p>Unit-3 Subsidiary Journal Books</p> <ul style="list-style-type: none"> ➤ Meaning, Need of Subsidiary Books ➤ Types of Subsidiary books – purchases book, purchases return book, sales books, sales return book, bills receivable book, bills payable book, cash book including petty cash book and journal proper | <p>Reference Text</p> <p>Financial Accounting (Part - I) By Dr. Yashodhan Mithare, Prof. Ravindra A. Jadhav, Dr. Bhausaheb D. Ranpise, CA Nikhil B. Goyal, Dr. Bhausaheb R. Pawar</p> <p>Required Reading</p> <p>Fundamentals of Accounting, - Dr. T. P. Ghosh, - Sultan Chand & Sons</p> | 10 |



Kavayitri Bahinabai Chaudhari North Maharashtra University, Jalgaon
Faculty of Commerce & Management
B.Com (Honors/Research) Major - Advanced Accountancy/ Advanced
Costing/Business Administration, Minor - Computer Management/Banking &
Finance
(W. E. F. 2024-25)



114B: Cooperative Law and Micro Finances-I

Credit – 02

Duration – 30 Hours

Course Learning Objectives:

- To introduce the scope of Co-operative Societies Act 1960
- To prepare for competitive examinations.
- To make students build their career in the field of Co-operation and Rural Development.
- To acquaint the students with the concept of co- operation and its movement.
- To make students build their career in the field of Micro Finance & Self Help Groups
- To acquaint the students with the concept of co-operation and its movement

Course Learning Outcomes:

The successful completion of this course enables the students

| CLO No. | CLO | Cognitive level |
|----------------|--|------------------------|
| 1 | This paper gives the students the ability to understand the parameters to assess opportunities in legal field. | 1 |
| 2 | Micro Finance & Self Help Group concept provide new way of career in Finance and management | 2 |
| 3 | An easy-to-understand explanation of various Financial & Legal Terms which applicable in practical life. | 3 |

Text Book:

- Understanding Microfinance- by Debadutta K. Panda
- Impact of Micro-Finance on Rural Economy- by Biplab Kumar Dey and Mihir Kumar Shome
- Impact of Microfinance Self Help Groups On Poverty Alleviation- by *Malcolm Harper*

Reference Books:

- Maharashtra Cooperative Societies Act 1960 and Rules 1961 published by Govt. of Maharashtra.
- Maharashtra Cooperative Societies Act 1960 with Rules 1961 by A. K. Gupte and S. D. Dighe, Hind Law House Pune
- Maharashtra Cooperative Societies Act 1960 with Rules 1961 by S. D. Dighe, Snow White Publications Pvt. Ltd. Mumbai.
- Maharashtra Cooperative Societies Act 1960 with Rules 1961 by K S Gupta Hind Law House Pune.
- www.nabard.org
- Impact of Microfinance Self Help Groups On Poverty Alleviation
- Microfinance in India by K.G. Karmakar

Session Plan

| Topics | Readings | No. of Session |
|--|--|----------------|
| <p>Unit 1 - Maharashtra Co-operative Societies Act 1960</p> <ul style="list-style-type: none"> ➤ Maharashtra Cooperative Societies Act-History of Co-operative Societies in Maharashtra, Growth, Types, Salient features of the Maharashtra Co-operative Societies ➤ Registration Under Maharashtra Co-Operative Societies Act 1960-Incorporation of Societies, Rights of members, Privileges & duties of societies, Management of societies ➤ Property & funds of the co-operative society- Audit, inquiry inspection and supervision of societies, Annual returns of Co-operative Societies in Maharashtra Due Dates for Co-Operative Society Audits ➤ Dispute settlement & grievance redressal- Liquidation of societies, Offences & penalties, Problems of Co-operatives in Maharashtra, Amendment of Maharashtra, Co-operative Societies Act, 1960 | <p>Reference Text Maharashtra Cooperative Societies Act 1960 and Rules 1961 published by Govt. of Maharashtra.</p> <p>Required Reading https://getlegalindia.com/maharashtra-cooperative-societies-act/</p> <p>Case https://mysocietyclub.com/act/maharashtra-cooperative-society-act-1960</p> <p>https://inmarathi.net/maharashtra-co-operative-society-act-in-marathi/</p> | 10 |
| <p>Unit 2 - Multistate Co-operative Societies Act, 2002</p> <ul style="list-style-type: none"> ➤ Definition of Multi State, Cooperative Society, Co-operative values and principles ➤ Multi State Cooperative Society: A Body Corporate, Registration under Multi-State Cooperative Societies Act, 2002. ➤ Membership Rules, Disqualification, Expulsion, Voting Rights, Shares and Shareholding ➤ Management of Multi-State, Cooperative Societies Management of Funds & Properties, Duties, Rights and Liabilities Of Its Members, Government aid to MSCS under Privileges ➤ Multi State Cooperative Society: Audit, Enquiry, Inspection and Surcharge, Conversion of A Cooperative Society Into, Multi State Cooperative Society | <p>Reference Text Multistate Cooperative Societies Act 1962 by K S Gupta Hind Law House Pune.</p> <p>Required Reading https://wirc-icai.org/wirc-reference-manual/part6/multi-state-co-operative-societies-act-2002.html</p> <p>Case: https://www.indiacode.nic.in/handle/123456789/1914?sam_handle=123456789/1362</p> | 10 |
| <p>Unit: 3. Micro Finance</p> <ul style="list-style-type: none"> ➤ Birth of Microfinance, Meaning Microfinance, Microfinance Sector in India ➤ Legal Framework, Products of Microfinance, Financial Reporting of Microfinance, Risk in Micro Finance ➤ Top 10 Microfinance Institutions in World, Future Prospects of Microfinance | <p>Reference Text Understanding Microfinance- by Debadutta K. Panda</p> <p>Required Reading https://www.studocu.com/in/document/symbiosis-international-university/mba/introduction-to-micro-finance/4016737</p> <p>Case https://www.academia.edu/41616154/Basics_of_microfinance_A_General_concept_module_short_note_of_MFI_for_new_entrant_staff_and_MFI_beginners</p> | 10 |



Kavayitri Bahinabai Chaudhari North Maharashtra University, Jalgaon
Faculty of Commerce & Management
B.Com (Honors/Research) Major - Advanced Accountancy/ Advanced
Costing/Business Administration, Minor - Computer Management/Banking &
Finance
(W. E. F. 2024-25)



114C: Basics of Stock Markets

Credit – 02

Duration – 30 Hours

Course Objectives:

- Describe the basic concepts related to the Stock Market.
- Recognize all basic theoretical concepts throughout the syllabus.
- Make the student aware of the basic concepts of investment and investment environment in Indian securities markets.
- Understand fundamental stock market operations, market structure, organization and working of financial markets and institutions in India.
- Give a comprehensive understanding on the stock market operations in terms of its structure, trading, settlement procedures, processes and related components

Course Learning Outcomes:

The successful completion of this course enables the students

| CLO No. | CLO | Cognitive level |
|----------------|---|------------------------|
| 1 | Understand the role and importance of Indian Stock market Operations. | 1 |
| 2 | Describe the structure of Indian securities market. | 3 |
| 3 | Apply and analyze the Concepts relevant to Indian Stock markets. | 5 |

Text Book:

1. Prasanna Chandra, “Investment Analysis and Portfolio management”, Tata McGraw Hill, 3rd Edn., 2008
2. Julian Walmsley, “New Financial Instruments”, John Wiley & Sons, 2nd edition, Inc 1998
3. Punithavathy Pandian, Security Analysis and Portfolio Management, 2nd edition, Vikas Publishing House Pvt. Ltd., 2013
4. Dhanesh Khatri, Security Analysis and Portfolio Management, 1st edition, MacMillan Publishers, 2010

Reference Books:

1. Bharati V. Pathak, “ The Indian Financial System: Markets, Institutions and Services”, Pearson education, 3rd edn.
2. Bhole I. M.: “Financial Markets and Institutionals”: Tata McGraw Hill, New Delhi.
3. Chandler M. V. and Goldfeld S. M: Economics of Money and Banking: Harper and Row, New York.
4. Edwin J. Elton, Martin J. Gruber, Modern Portfolio Theory and Investment Analysis, 8 th edition, John Wiley & Sons, 2010
5. SEBI Manual, 33rd edition, Taxmann Publications, 2019
6. Shashi K Gupta, Security Analysis Portfolio Management, 1st edition, Kalyani Publishers, 2010

Session Plan

| Topics | Readings | No. of Sessions |
|--|--|-----------------|
| Unit 1 - Introduction <ul style="list-style-type: none">➤ Saving vs Investment, Investment in Stock Market, Difference Between Trading & Investment in Stock Market, Types of Investment instrument in Market - Shares-Preference & Equity share,➤ Debentures, Bonds, Government Securities, treasury bills, Sovereign Gold Bond, Deposits at Company.➤ Types of Exchange- BSE, NSE & Their Index. | Reference Text: Bharati V. Pathak, “ The Indian Financial System: Markets, Institutions and Services”, Pearson education, 3rd edn. | 10 |
| Unit 2 - Types of Market and Derivatives <ul style="list-style-type: none">➤ Types of Market -➤ Primary Market - IPO, Credit rating Agencies, Underwriting, Grey Market.➤ Secondary Market - Secondary Market intermediaries, Stock Broker, Sub Broker, Listing of Shares, Depository➤ Derivatives - Concept, Types- commodity & Financial derivatives, Brief Concepts of Future, Option, Call, Put. | Reference Text: Bhole I. M.: “Financial Markets and Institutionals”: Tata McGraw Hill, New Delhi. | 10 |
| Unit 3 - Mutual Fund <ul style="list-style-type: none">➤ Concept, Advantages➤ Types - Equity Fund, Debt Fund, Liquid Fund, Hybrid Fund, Growth Fund, Income Fund, Fix Maturity Fund, Tax Saving Fund, Pension Fund | Reference Text: Edwin J. Elton, Martin J. Gruber, Modern Portfolio Theory and Investment Analysis, 8 th edition, John Wiley & Sons, 2010 | 10 |



Kavayitri Bahinabai Chaudhari North Maharashtra University, Jalgaon
Faculty of Commerce & Management
B.Com (Honors/Research) Major - Advanced Accountancy/ Advanced
Costing/Business Administration, Minor - Computer Management/Banking &
Finance
(W. E. F. 2024-25)



Credit – 02

114D: Business Statistics-I

Duration – 30 Hours

Course Learning Objectives:

- To acquaint the students with the key concepts of statistics.
- To make students aware about surveying techniques
- To train in using secondary data
- To prepare in using primary data collection techniques and its analysis

Course Learning Outcomes:

The successful completion of this course enables the students

| CLO No. | CLO | Cognitive level |
|---------|--|-----------------|
| 1 | Student will become acquainted with concepts and tools of business statistics. | 1 |
| 2 | Students will be able to use the business statistics concepts in day to day business life. | 3 |
| 3 | Students will be able to use the business statistics concepts in research. | 5 |

Reference Book:

- Cochran W.G. (1984): Sampling Techniques(3rd Ed.), Wiley Eastern.
- Sukhatme, P.V., Sukhatme, B.V. Sukhatme,S. Asok,C.(1984). Sampling Theories of Survey With Application, IOWA State University Press and Indian Society of Agricultural Statistics
- Murthy M.N. (1977): Sampling Theory & Statistical Methods, Statistical Pub. Society, Calcutta.
- Des Raj and Chandhok P. (1998): Sample Survey Theory, Narosa Publishing House

Session Plan:

| Topics | Readings | No. of Session |
|--|---|----------------|
| Unit 1 – Introduction to Survey Sampling <ul style="list-style-type: none">➤ Concept and purpose of survey➤ Concept of population and sample➤ Types of sampling: non-probability and probability sampling and its example➤ procedure of selecting a sample➤ sample size determination | Activity: Prepare survey form regarding social, economic and educational status of citizens | 10 |

| | | |
|---|---|------------------|
| <p>Unit 2 -Secondary Data Collection and Analysis</p> <ul style="list-style-type: none"> ➤ Secondary data concept ➤ Sources of secondary data ➤ Forms of Secondary Data ➤ Analysis of Secondary data using mathematical and statistical functions in Excel | <p>Activity: Collect secondary data from Government reports of your choice and analyze 3 years data.</p> | <p>10</p> |
| <p>Unit 3 - Primary Data Collection and Analysis</p> <ul style="list-style-type: none"> ➤ Primary data concept ➤ Sources of primary data ➤ Forms of primary Data ➤ Analysis of primary data using mathematical and statistical functions in Excel | <p>Activity: Collect primary data of 50-100 respondents and analyze it.</p> | <p>10</p> |



Kavayitri Bahinabai Chaudhari North Maharashtra University, Jalgaon
Faculty of Commerce & Management
B.Com (Honors/Research) Major - Advanced Accountancy/ Advanced
Costing/Business Administration, Minor - Computer Management/Banking &
Finance
(W. E. F. 2024-25)



114E: Regional Planning & Development

Credit – 02

Duration – 30 Hours

Course Objectives:

- To understand and evaluate the concept of region in geography and its role and relevance in regional planning.
- To identify the issues relating to the development of the region through the process of spatial organization of various attributes and their interrelationships.
- To identify the causes of regional disparities
- To suggest the measures for the development of the region.

Course Learning Outcomes:

The successful completion of this course enables the students

| CLO No. | CLO | Cognitive level |
|----------------|--|------------------------|
| 1 | Student will become acquainted with concepts and tools of business statistics. | 1 |
| 2 | Students will be able to use the business statistics concepts in day to day business life. | 3 |
| 3 | Students will be able to use the business statistics concepts in research. | 5 |

Reference Book:

- Bhattacyarya S. : Corporate Planning.
- Kulkarni A.R. : Contributions to regional Planning and Development.
- Mahesh Chand & Puri V.K. : Regional Planning in India.
- Mishra R.P. Regional Planning.
- Peter Self : Planning and the Urban Region.
- Ashish sarakar(2011) Regional planning in India.
- Dickinson R.E.(1964) City and Region; A Geographical Interpretation Routledge and Keagan Paul.
- Friedman J.& Alonson W.(1964) Regional Development and Planning. MIT Press. Cambridge mass.
- Galasson John (1974) An Introduction to Regional Planning Hutchinson Educational London.
- Hilborot j.G.M (1971) Regional planning. Rotterdam university Press, Rotterdam. 5 Sundaram, K. V. (1985] Geography and Planning”, Concept Publishing Company, New Delhi
- Misra R.P. Sundaram K.V.& V.L. S. Prakasa Rao (1974) Regional Development Planning In India.
- Misra R.P. (1992) Regional planning, Concept Publishing company, New Delhi.
- Mahesh Chand & Vinaykumar Puri(1983) Regional Planning in India, Allied publishers Ltd., New Delhi.
- Whynnes Charles & Hammand (1979) Element of Human Geography, George Aflen & Unwin, London.
- Bhat L. S. Aspects of Regional Planning in India.

Session Plan

| Topic | Readings | No. of Session |
|--|---|----------------|
| <p>Unit 1 - Introduction to Regional planning and development</p> <p>A) Regional Planning</p> <ol style="list-style-type: none"> a. Concept & scope b. Need & objectives <p>B) Role of Geography in Regional Planning</p> <p>C) Planning regions</p> <ol style="list-style-type: none"> a. Objectives b. Attributes & Hierarchy | <p>Reference Text: Friedman J.& Alonson W.(1964) Regional Development and Planning. MIT Press. Cambridge mass.</p> | 06 |
| <p>Unit 2 - Regionalization</p> <p>A) Methods of demarcation of planning region.</p> <ol style="list-style-type: none"> a. Flow analysis. b. Gravitational analysis. <p>B) Regional survey.</p> <ol style="list-style-type: none"> a. Proposed by Geddes- Physical & Human resources. <p>C) City region-</p> <ol style="list-style-type: none"> a. Delimitation of urban boundaries <p>D) Delineation of region in India.</p> <ol style="list-style-type: none"> a. Physiographic region. b. Economic region. c. Historical reviews. | <p>Reference Text: Galasson John (1974) An Introduction to Regional Planning Hutchinson Educational London.</p> | 08 |
| <p>Unit 3 - Regional development planning</p> <p>A) Area development planning in India.</p> <ol style="list-style-type: none"> a. Hilly area development. b. Tribal area development. c. Drought- prone area development. d. River valley area development. <p>B) Role of growth Foci in regional development.</p> <ol style="list-style-type: none"> a. Definitions. b. Role. c. Hierarchy. d. Review of previous concept. | <p>Reference Text: Kulkarni A.R. : Contributions to regional Planning and Development.</p> | 08 |
| <p>Unit 4 - Planning for natural resources</p> <p>A) land</p> <ol style="list-style-type: none"> a. Land use survey & Planning. b. Land capability classification & Planning. <p>B) Water</p> <ol style="list-style-type: none"> a. water conservation & Planning. <p>C) Soil soil conservation & Planning.</p> | <p>Reference Text: Mahesh Chand & Puri V.K. : Regional Planning in India.</p> | 08 |



Kavayitri Bahinabai Chaudhari North Maharashtra University, Jalgaon
Faculty of Commerce & Management
B.Com (Honors/Research) Major - Advanced Accountancy/ Advanced
Costing/Business Administration, Minor - Computer Management/Banking &
Finance
(W. E. F. 2024-25)



ENG 113: English for All-I

Credit – 02

Duration – 30 Hours

Course Learning Objectives:

- To introduce essential skills of oral communication in English
- To enable learners to use these skills effectively in academic and non-academic contexts

Course Learning Outcomes:

The successful completion of this course enables the students

| CLO No. | CLO | Cognitive level |
|---------|--|-----------------|
| 1 | Identify the essential skills of oral communication in English | 1 |
| 2 | Communicate effectively and confidently in spoken English | 3 |

Reference Book:

- Bakshi, Sharma Richa. Descriptive English. New Delhi: Arihant Publication, 2016.
- Chaturvedi, P.D. Professional Communication. New Delhi: Pearson, 2011.
- Dey, Sushmit and et al. Business Communication. Mumbai: Reliable Publication, 2012.
- Mohan. Krishna and Meera Banerji. Developing Communication Skills. New Delhi: MacMillian Publisher India Ltd, 2012.
- Murphy, Hetra A. and et al. Effective Business Communication. New Delhi: Tata McGraw Hill Foundation Private Ltd, 2009.
- Raman, Meenakshi & Sangeeta Sharma. Technical Communication: Principles and Practice. 3rd edition. New Delhi: Oxford University Press, 2015.
- Rao, Nageshwar and Rajendra Rao. Communication Skills. Mumbai: Himalaya Publishing House, 2012.
- Rizvi, m Ashraf. Effective Technical Communication. New Delhi: Tata McGraw Hill Education Private Ltd, 2012.
- Taylor, Shirley and V. Chandra. Communication for Business A Practical Approach. New Delhi: Macmillan, 2008.

Session Plan

| Topics | No. of Session |
|---|----------------|
| Unit 1 - An Introduction to Oral Communication (Theory) (Credit 01) A) Basics of Oral Communication 1. Nature, Scope and Features of Oral Communication 2. Types of Oral Communication 3. Barriers of Oral Communication and strategies for overcoming the barriers 4. Listening Skill: Purpose, Benefits and Barriers B) Vocabulary Skills 1. Synonyms and Antonyms 2. Homonyms 3. One Word Substitute 4. Idioms and Phrases 5. Word Formation: Prefixes, Bases and Suffixes | 10 |

| | |
|--|------------------|
| <p>Unit: II Face to Face Interaction (Practical) (Credit 01)</p> <ol style="list-style-type: none"> 1. Introduce Yourself/ Your Institute/ Family/ Organization 2. Asking and giving Information 3. Congratulating, Apologizing and Forgiving, Condolences 4. Giving Instructions, Expressing Opinions (likes and dislikes) 5. Situational Dialogues and Group Discussion 6. Presentation on the given theme 7. Extempore 8. Interview 9. Compere an event/function 10. Talk about: Food, Travel, Cinema, Sport, Book, Science Exhibition | <p>20</p> |
|--|------------------|

Note:

- In Practical, a teacher has to conduct the practical on the given topics and ask the students to complete practical on any **five** topics from the list in the classroom. Journal of Practical Unit must be maintained by the students.
- Theory unit is only for University (External) Examination (30 Marks)
- Practical Unit is only for College (Internal) Examination. (20 Marks)
- The College (Internal) Examination will be based on the Practical Unit. (Journal for 10 marks and Oral Examination/Presentation/Group Discussion/seminar and the like for 10. Marks)

| | | |
|---|--|---|
|  | Kavayitri Bahinabai Chaudhari North Maharashtra University, Jalgaon Faculty of Commerce & Management B.Com (Honors/Research) Major - Advanced Accountancy/ Advanced Costing/Business Administration, Minor - Computer Management/Banking & Finance (W. E. F. 2024-25) |  |
|---|--|---|

IKS 115: Ancient Indian Knowledge Tradition (Generic)

Credits – 02

Duration – 30 Hours

Course Learning Objectives:

1. To introduce the sources of Indian Knowledge Tradition and Philosophy
2. To emphasize importance of the Age-old Educational Institutions and Universities in India
3. To introduce how Indian knowledge spread its roots across the borders of India and various scholars came to India for higher studies in Arts, science and Philosophy
4. To create awareness of the development of important elements of ancient Agriculture and Commerce
5. To empower the students with self-reliance through identifying ancient great tradition of Indian ancient arts, techniques, science and knowledge with modern education
6. To underscore the importance of great age-old tradition of Indian Knowledge system

Course Learning Outcomes:

1. The sources of Indian Knowledge Tradition and Philosophy would be understood
2. Students would know the ancient Indian Universities, Educational Institutions and their importance.
3. The students will know, How Indian knowledge spread its roots across the borders of India and various scholars came to India for higher studies in Arts, science and Philosophy.
4. Awareness of the development of important elements of ancient Agriculture and Commerce will be created.
5. Students will be empowered to identify ancient great tradition of Indian ancient arts, techniques, science and knowledge with modern education for self-reliance.
6. The importance of great age-old tradition of Indian Knowledge will be underscored.

Unit 1: An introduction to Ancient Knowledge System and Sources: (06 Hours)

- A) Concept of IKS and importance of Indian knowledge tradition
- B) **An Introduction to Ancient sources of Knowledge** : Four Vedas, Six Vedangas, Four Upavedas, Four Upangas, Tripitak.
- C) **Darshana 1** : Samkhya, and Yoga, Justice and Vaisheshika, Epistemology and Vedanta
- D) **Darshana 2** : Jain, Buddha, Ajivak, Charvak and Dignag.

Unit 2 : Ancient Education and Universities: (05 Hours)

- A) Bhaskaracharya's Patan(Patanadevi) of Devagiri Province and Leelavati.
- B) Ancient Indian Universities and Educational Centres : Taxashila, Banaras, Mithila, Prayaag, Kanchi, Nadiya, Gunashila, Kashmir, Dhanyakatak, Shreeshilam, Nalanda, vallabhi, Vikramshila, Udantpuri, Jagtal.

C) Temple Colleges : Ennayiram, Tirumukudal, Tiruvoriyur, Salotagi, Malakapuram

Unit 3 : Eminent Teachers and Scholars in Ancient India : (05 Hours)

- A) Scholarly Symposiums and Women Education, Women education during the period of Vedas, Upanishadas, and Epics, Women Education and their Ashramas
- B) Teachers (Upadhyaya and Acharya) : Kautilya, Jeevak, Panini, Nagarjun, Nagsen
- C) Foreign Travelers to India for the quest of Knowledge : Fa-Hien, Hiuen-Tsang, Itsing, Alberuni.
- D) Extension of Indian Knowledge Tradition and Philosophy across the globe

Unit 4 : Indian Agriculture, Trade and Commerce: Innovative Practices: (06 Hours)

- A) Ancient Indian Crops, Agricultural Implements, Seed technology, Manures and Fertilizers.
- B) Animal Husbandry, Storage of grains ,Climatic influence on Agriculture and Irrigation (Hydrology in Vedic Texts, Water bodies, Water Management)
- C) Machines in Ancient and Medieval India (Mechanical contrivances for Agriculture and warfare)
- D) Travel Sources: Wheel- Chariots, Bullock carts, Camel carts, Naval.
- E) Trade and Commerce: Routes, Major Ports, Import and Export.

Unit 5 : Education in Ancient India and Indian Arts: (08 Hours)

- A) Curriculum: Philosophy, History, Vedic Literature, Armory, Astrophysics, Astronomy, Geometry, Grammar, Medicine, Mathematics, Warfare Skills, Psychology, Architecture and Town planning, Ghats of Rivers, Forts, Commerce, and Arts.
- B) Metals and Ores, Mining and extraction processes, Iron and Steel in India; Woods- steel manufacture, Iron, Copper, Lead and Zinc Extraction methods, Uses of Metals in Ancient India – General and Ayurvedic Purposes
- C) Production of Gold, Zinc, Silver, Copper, Iron, Lead, Tin, and Mercury, Alloys of Copper, Artifacts and Indian Monuments made of metals, and alloys
- D) Glass and Beads manufacture, Ceramic Industry, Wax Casting of Idols, Apparatuses used for extraction of Metallic compounds.
- E) 64 Types of Arts: Performing and Visual Arts, Bharata’s Natyashastra, Painting, Sculpture (Ajanta, Elora, Khajuraho), Dance, Natya, Geet, Vadya,

=====

| | | |
|---|---|---|
|  | <p style="text-align: center;">Kavayitri Bahinabai Chaudhari North Maharashtra University, Jalgaon Faculty of Commerce & Management B.Com (Honors/Research) Major - Advanced Accountancy/ Advanced Costing/Business Administration, Minor - Computer Management/Banking & Finance (W. E. F. 2024-25)</p> |  |
|---|---|---|

IKS 115: प्राचीन भारतीय ज्ञान परंपरा (Generic)

श्रेयांक : 2

एका सत्रातील तास : 30

उद्दिष्टे :

1. भारतीय ज्ञान परंपरेची साधने आणि तत्त्वज्ञान यांचा परिचय करून देणे.
2. कृषी आणि वाणिज्य विकासातील महत्त्वपूर्ण घटक यांच्या पद्धतीचा विकास कसा झाला याची माहिती व्हावी.
3. प्राचीन शिक्षण केंद्र व त्यातील शिक्षण यांचे महत्त्व उद्वृत करणे.
4. ज्ञान- विज्ञान -कलाविकासासाठी भारताबाहेर आणि भारतात आलेल्या विद्वत जणांची ओळख व्हावी.
5. प्राचीन तांत्रिक व्यवसाय व कलाद्वारे कौशल्य- स्वयंपूर्णतेकडे वळणे.
6. भारतातील प्राचीन वैभवशाली ज्ञान-परंपरेचे महत्त्व विषद करणे.

फलश्रुती :

1. भारतीय ज्ञान परंपरेची साधने व तत्त्वज्ञानाचा परिचय होईल.
2. कृषी आणि वाणिज्य विकासातील घटक आणि नाविन्यपूर्ण पद्धती अवगत होतील.
3. प्राचीन शिक्षण केंद्रे व त्या ठिकाणच्या शिक्षणाची ओळख होईल.
4. ज्ञान विज्ञान आणि 64 कलांचा प्रसार भारताबाहेर आणि भारतात करणाऱ्या प्रवाशांची कामगिरी माहीत होईल.
5. तांत्रिक व्यवसाय आणि कला यांचे कौशल्य जाणून व्यक्तिमत्व व विकसित भारत घडविण्यास मदत होईल.
6. भारतातील पुरातन वैभवशाली ज्ञान-परंपरेचे महत्त्व अधोरेखित झाल्याने राष्ट्राभिमान वृद्धिंगत होईल.

प्रकरण १ ले : भारतातील प्राचीन ज्ञान व्यवस्था व ज्ञानस्रोत यांचा परिचय:

(०६ तास)

अ) IKS ची संकल्पना व भारतीय ज्ञान परंपरेचे महत्त्व.

ब) प्राचीन ज्ञानस्रोटांचा परिचय : चार वेद, सहा वेदांग, चार उपवेद, चार उपांग व त्रिपिटक.

क) दर्शन- १: सांख्य आणि योग, न्याय आणि वैशेषिका, मीमांसा आणि वेदांत.

ड) दर्शन-२: जैन, बौद्ध, आजीवक, चार्वाक व दीग्नाग.

प्रकरण २ रे : प्राचीन विद्यापीठे व शिक्षण केंद्रेः.

(०५ तास)

अ) देवगिरी प्रांतातील भास्करचार्यांचे पाटण (पाटणदेवी) व लिलावती.

ब) प्राचीन भारतातील विद्यापीठे व शिक्षण केंद्रे : तक्षशिला, बनारस, मिथिला, प्रयाग(काशी), कांची, नदीया, गुणशिला, काश्मीर, धान्यकटक, श्रीशैलम, नालंदा, वल्भी, विक्रमशिला, उदंतपुरी, जागदल.

क) मंदिर महाविद्यालये : एण्णायिरम, तीरुमुकुडल, तीरुवोरियूर, सालोटगी, मलकापूरम

प्रकरण ३ रे: प्राचीन भारतातील नामवंत शिक्षक व विद्वत्जन :

(०५ तास)

अ) विद्वत्सभा व स्त्री शिक्षण, वेद, उपनिषद व महाकाव्यकालीन स्त्री शिक्षण, स्त्री शिक्षण व त्यांचे आश्रम.

ब) शिक्षक (उपाध्याय व आचार्य) : कौटिल्य, जीवक, पाणिनी, नागार्जुन, नागसेन.

क) ज्ञानार्जनार्थ भारतात आलेले प्रवासी: फा-हिएन, ह्युमेन-त्सांग, इत्सिंग, अल्बेरुनी.

ड) भारतीय दर्शन व ज्ञानपरंपरेचा जगभर प्रसार.

प्रकरण ४ थे : भारतीय कृषी, व्यापार आणि वाणिज्य: नाविन्यपूर्ण पद्धती

(०६ तास)

अ) प्राचीन भारतीय पिके, कृषी अवजारे, बियाणे तंत्रज्ञान, खते आणि खते.

ब) पशुसंवर्धन, धान्याची साठवणूक, शेती आणि सिंचनावर हवामानाचा प्रभाव (वेदिक ग्रंथातील जलविज्ञान, जल संस्था, जल व्यवस्थापन, इत्यादी).

क) प्राचीन आणि मध्ययुगीन भारतातील यंत्रे (शेती आणि युद्धासाठी यांत्रिक विरोध)

ड) प्रवासाची साधने : चाक, रथ, बैलगाडी, उंटगाडी, नौदल.

ई) व्यापार आणि वाणिज्य मार्ग, प्रमुख बंदरे, आयात आणि निर्यात

युनिट ५ : प्राचीन भारतातील शिक्षण व भारतीय कला

(०८ तास)

अ) अभ्यास क्रम : तत्वज्ञान, इतिहास, वेदीक साहित्य, लष्करी शिक्षण, खभौतिकशास्त्र, खगोलशास्त्र, भूमिती, औषधी, गणित, युद्धशास्त्र, मानसशास्त्र, आर्किटेक्चर आणि नगर नियोजन, नद्यांचे घाट, किल्ले, वाणिज्य व कला.

ब) धातू आणि अशुद्ध धातू : खाणकाम आणि उत्खनन प्रक्रिया, भारतातील लोह आणि पोलाद, टिंबर व पोलाद उत्पादन, लोह, तांबे, शिसे आणि जस्त काढण्याच्या पद्धती, प्राचीन भारतातील धातूंचे उपयोग - सामान्य व आयुर्वेदिक हेतूसाठी.

क) सोने, जस्त, चांदी, तांबे, लोह, शिसे, कथील व पारा, तांब्याच्या मिश्रधातूंचे उत्पादन, धातू आणि मिश्र धातूंनी बनवलेल्या कलाकृती आणि भारतीय स्मारके.

ड) काच आणि मणी निर्मिती, सिरॅमिक उद्योग, मूर्तीचे मेण कास्टिंग, धातू संयुगे काढण्यासाठी वापरलेली उपकरणे.

ई) 64 कला प्रकार: सादरीकरण व दृश्यमान कला, भरत मुनींचे नाट्यशास्त्र, चित्रकला, शिल्पकला (अजिंठा, वेरूळ, खजुराहो), नृत्य, नाट्य, गीत, वाद्य.

Reference Books:

- Agarwal J.C. *Development of Education System of India*, Shipra Publications, Delhi., 2007.
- Agrawal, D.P, *Ancient Metal Technology and Archaeology of South Asia*, 2000.
- Altekar, A. S. *Education in Ancient India*. Nand Kishor and Bros. Seventh Edition, Varanasi, 1975.
- Ambedkar, B. R. *Who Were Shudras*, Thakers, Bombay, 1945-46.
- Anantaraman, T. R. *The Rustless Wonder, A study of the Iron Pillar at Delhi*, Ancient India. McMillan Company. Delhi 1974.
- Balasubramaniam, R. *Metallurgy of Ancient Indian Iron and Steel*, In “Encyclopedia of Bangalore: National Institute of Advanced,” 2008.
- Bapat, P. V. (Ed). *2500 Years of Buddhism*. Publications Division, Delhi, 1956.
- Biswas A. and S.P. Agrawal, 1977, *Development of Education in India a Historical Survey of Educational Dharampal: Indigenous Education in 18th Century India*, Delhi. Documents before and after Independence 1983.
- Biswas, A. K. *Minerals and metals in ancient India* (Vol.I and II). New Delhi, 1996.
- Bobade, B. R. *History of Indian Education*. B. R. Publishing Corporation, Delhi, 2017.
- Chopra, P. N., Puri B. N., Das, M. N., *A social, Cultural and Economic History of India*, Vol- I College Book House, Trivendrum, 1974. Concept Publishing Company, New Delhi. Cultures, pp.3180-3186. D. K. Printworld.
- Das Avinash S. Chandra. *Indion Pandits in the Land of Snow*, 54 College Street, Calcutta, Delhi: Vigyan Prasar 1893.
- Edward, C. Sachau. *Al-Beruin's India*, Vol- I and II, Kegan Paul, Trench, Trubner & Co. Ltd, 190, London, 1910.
- गुप्त डॉ. नत्थूलाल. *मानव मूल्यों की खोज विश्व भारतीय प्रकाशन, नागपुर., 1986*
- Kosambi, D. D., *On History and Society : Problems of Interpretation*. University of Bombay, Bombay, 1985.
- कुलकर्णी, सतीश. *प्राचीन भारतातील विज्ञानयुग*, बीज प्रकाशन, पुणे, प्रथम आवृत्ती, २०२४
- कुमार, कृष्ण. *प्राचीन भारत की शिक्षा पद्धति*, श्रीसरस्वती सदन, नई दिल्ली कुमार हेमन्त 'सामाजिक शिक्षा का अध्ययन' विनोद पब्लिकेशन्स, लुधियाना., **1999**.
- Legge James. *Fa- Hien's Record of Buddhist Kingdoms*. OUP, London, 1886.
- Madhavananda Swami and Majumdar R. C. (Ed.) *Great Women of India*. Belur Math, Calcutta.
- Mahadevan, B., Bhat, V.R., Pavana, N. *Engineering and Technology : Management in ancient India. Hydrology and Earth System Sciences*, 2022.
- Mavelikara, Achyutham. *Educational Practices in Manu, Panini and Kautilya*, M. Easwaram College Book House, Trivendrum, 1974.
- Mukherji S. N, *History of Education in India: Modern Period*, Acharya Book depot, Baroda., 1966.
- Murphy, Denis J. *People, Plants and Genes: The Story of Crops and Humanity*, No. 7 (10 April 2007), pp. 916-925 (10 pages). 22. Rai B. C., *History of Indian Education*, Prakashan Kendra, Lucknow, 2007
- Nurullah S and J P Naik, 1973, *A history of education in India*, Macmillan press, Bombay. Oxford University Press, ISBN 0-19-920713-5. Pub. PHI Learning, New Delhi.
- Omvedt, Gale. *Buddism in India*,
- Punia, Ritu. *Dyeing in Ancient Indian Textile: an analytical study*

- Ranganathan and Raj, Baldev. *Non-ferrous Materials Heritage of Mankind*. The Indian. 2006.
- Ray, P. C. *A History of Hindu Chemistry*, Vol 1 and 2. Calcutta: The Bengal. resources 24(10), 4691-4707. and Pharmaceutical Works, Ltd. 1909
- सायानेकर .शाम म ,प्राचीन भारतीय विद्योपासना ,अश्वमेध प्रकाशन .1999 ,पुणे ,
- Sen S. N. & Mamata Chaudhuri, , *Ancient glass in India*, 1968-71. Published by INSA, 1985.
- Sharada Srinivasan and Srinivasa Ranganathan. *Minerals and metals heritage of India*, 2013.
- Singh, P. K., Dey, P., Jain, S. K., & Mujumdar, P. P. *Hydrology and water*, 2020.
- Siva, R. *Status of natural dyes and dye yielding plants in India*. Current Science, Vol. 92,29. 2007.
- Soni, Suresh. *India's Glorious Scientific Tradition*, 2009.
- Subbarayalu, Y. *Agricultural Practices in Ancient India*. Publ. by D.K. Print world the History of Science, Technology, and Medicine in Non-Western , 2014.
- Watters, Thomas. *On Yuan Chwang's Travel in India*. Vol-I and II, Royal Asiatic Society, London, 1904-05.



Kavayitri Bahinabai Chaudhari North Maharashtra University, Jalgaon
Faculty of Commerce & Management
B.Com (Honors/Research) Major - Advanced Accountancy/ Advanced
Costing/Business Administration, Minor - Computer Management/Banking &
Finance
(W. E. F. 2024-25)



116A: Corporate Law & Secretarial Practice

Credit – 02

Duration – 30 Hours

Course Learning Objectives:

- To provide knowledge in the various areas of corporate secretary ship and laws relating to companies.
- To make the learners understand the role of Company Secretary towards Company's statutory provisions, rules and regulations.

Course Learning Outcomes:

The successful completion of this course enables the students

| CLO No. | CLO | Cognitive level |
|---------|---|-----------------|
| 1 | Preparing learners to face modern day challenges in the corporate world by providing practical exposure | 1 |
| 2 | Describing of concept of Corporate Law & Secretarial Practice | 3 |
| 3 | Getting thorough knowledge of Secretarial Practice and Corporate governance in Corporate field. | 5 |

Text Book:

1. Corporate Laws And Secretarial Practice, Author: Munish Bhandari, Bharat Law House, 2004.

Reference Books:

- C.R. Datta :Datta on the Company Law; Lexis Nexis, Butterworths Wadhwa,Nagpur
- Corporate Laws Book by Taxmann -47th-Edition 2023
- Corporate Laws Book for B.Com (Hons.) CBCS-Delhi University by Dr Rajni Jagota. Taxmann
- Company Law and Secretarial Practice – J. Santhi, Margham Publication
- Company Law & Secretarial Practice For B.Com IIIrd Year of Prof. Rajendra Singh (Rajju Bhaiya) University (English, Paperback, Dr. G.K. Varshney)
- Company Secretarial Practice - Roc Filing Skill Enhancement Course By MEPL Classes FCS Aayush Mittal
- N.D. Kapoor – Company law and secretarial practice (Provisions of Company's Act 2013)
- P.P.S. Gogna - A Text book of company law • P.K Ghosh& Dr. V.Balachandran –
- Outline of company secretary practice • B.N.Tondon – Manual of Secretarial Practice

Session Plan

| Topics | Readings | No. of Session |
|--|--|----------------|
| Unit 1 : Introduction to Company <ul style="list-style-type: none"> ➤ Company Introduction ➤ Definition of company ➤ Characteristics of company ➤ Advantages of company ➤ Kinds of company | Reference Text P.P.S. Gogna - A Text book of company law • P.K Ghosh& Dr. V.Balachandran Required Reading Home Assignment/Flipped Classroom: Kinds of company | 10 |

| | | |
|---|--|------------------|
| <p>Unit 2 - Introduction to Company Law</p> <ul style="list-style-type: none"> ➤ Historical Development of Concept of Company Law in India <p>The Companies Act 2013 - Salient Features of the Act, 2013- Highlights of the Act, 2013</p> <ul style="list-style-type: none"> ➤ The company's Act, 1956 (overview) The company Secretaries Act, 1980 (overview). | <p>Reference Text Secretarial Practice, 18th Edition Paperback by M.C. Kuchhal</p> <p>Required Reading Highlights of the Act, 2013</p> <p>Home Assignment/Flipped Classroom: The company Secretaries Act, 1980</p> | <p>10</p> |
| <p>Unit 3 - Company Secretary</p> <ul style="list-style-type: none"> ➤ Secretary – definition of Company Secretary ➤ Types of secretaries ➤ Company secretary ➤ Legal position ➤ Qualifications of secretary ➤ Appointment of secretary ➤ Rights, duties and liabilities of secretary ➤ Dismissal of company secretary. | <p>Reference Text Company Secretarial Practice - Roc Filing Skill Enhancement Course By MEPL Classes FCS Aayush Mittal</p> <p>Required Reading Secretary Qualifications</p> <p>Group Discussion : Rights, duties and liabilities of secretary Dismissal of company secretary.</p> | <p>10</p> |



Kavayitri Bahinabai Chaudhari North Maharashtra University, Jalgaon
Faculty of Commerce & Management
B.Com (Honors/Research) Major - Advanced Accountancy/ Advanced
Costing/Business Administration, Minor - Computer Management/Banking &
Finance
(W. E. F. 2024-25)



116B: Marketing and Advertisement

Credit – 02

Duration – 30 Hours

Course Learning Objectives:

- To create awareness about marketing & advertising
- To understand basic concepts of marketing & advertising
- To establish link between business and marketing & advertising
- To know the relevance of marketing & advertising in modern competitive world
- To develop an analytical ability to plan for various marketing & advertising strategies

Course Learning Outcomes:

The successful completion of this course enables the students

| CLO No. | CLO | Cognitive level |
|----------------|--|------------------------|
| 1 | Students will able to define marketing & advertising. | 1 |
| 2 | Students will understand the concepts of marketing and advertising | 2 |
| 3 | Students will understand relevance of marketing & advertising in modern competitive world | 3 |
| 4 | Students will be able to develop an analytical ability for planning various marketing & advertising strategies | 5 |

ReferenceBook:

- Philip Kotlar- Marketing Management
- Sherlekar S.A., Sherlekar V. S.- Global Marketing Management – Himalaya Publishing House
- Ghatpande Mahesh , Thakur Yogendra -Marketing A Challenges – Amol Prakashan
- Kapoor D. L. -Marketing and Sales Management – S. Chand & Co. Ltd. New Delhi.
- Bodhankar Sudhir & Vekhande- Vipanan Vyavasthapan (Marathi)
- Deshamukh Prabhakar - Vipanan Vyavasthapan (Marathi)
- Kadvekar, Jain, Antony Rose- Modern Marketing Management – Diamond Publication.

Session Plan

| Topics | Readings | No. of Session |
|--|--|-----------------------|
| Unit 1 - Introduction to Marketing <ul style="list-style-type: none">➤ Meaning, Definitions, Nature, Scope & Functions of Marketing➤ Importance of Marketing as Business Function➤ Marketing Process➤ Rural & Green Marketing: Meaning, Definitions and Features | Required Reading: Rajan Saxena - Marketing Management Home Assignment: On Market Segmentation | 10 |

| | | |
|---|--|----|
| <ul style="list-style-type: none"> ➤ Market Segmentation -Meaning, importance, benefits & limitations ➤ Buyer Behaviour- The Buying Decision Process & Marketing Mix | | |
| <p>Unit 2 - Introduction to Advertising</p> <ul style="list-style-type: none"> ➤ Meaning, Definitions, Nature & Scope of Advertising, Importance of Advertising in Modern Marketing era ➤ Types of Advertising & Types of Advertising Media ➤ Advertising Copy- Meaning & Elements of Print Copy, ➤ Advertising Layouts- Meaning & Essentials of Advertisement Lay-Out ➤ Advertising Budget- Meaning, Process & Advantages and Limitations ➤ Meaning and Services Rendered by Advertising Agency | <p>Required Reading: Kulkarni Mahesh - Advertising - Nirali Prakashan</p> <p>Home Assignment: Advertising Budget</p> <p>First Internal Test:</p> | 10 |
| <p>Unit 3 - Regulation & Control on Advertising</p> <ul style="list-style-type: none"> ➤ Product Life Cycle ➤ Marketing Strategies- Introduction Growth Stage, Maturity Stage, Decline Stage ➤ Network Marketing -Meaning, Features & Process ➤ Recent Trends in Marketing- Cloud, Email, Mobile, Online ➤ Advertising Standard Council of India ➤ Ministry of Information & Broad Casting ➤ Ethics in Advertising | <p>Required Reading: Duna & Darban, Advertising, Its Role in Modern Marketing</p> <p>Home Assignment: Marketing Strategies, Recent Trends in Marketing</p> <p>Second Internal Test:</p> | 10 |



Kavayitri Bahinabai Chaudhari North Maharashtra University, Jalgaon
Faculty of Commerce & Management
B.Com (Honors/Research) Major - Advanced Accountancy/ Advanced
Costing/Business Administration, Minor - Computer Management/Banking &
Finance
(W. E. F. 2024-25)



116 C: Financial Literacy-I

Credit – 02

Duration – 30 Hours

Course Learning Objectives:

- To develop the understanding of the basic concept of financial literacy.
- To understand the relevance and process of financial planning
- To develop the awareness of saving and investment.
- To identify and explain and Banking services
- To identify and explain Insurance related Products

Course Learning Outcomes:

The successful completion of this course enables the students

| CLO No. | CLO | Cognitive level |
|---------|--|-----------------|
| 1 | The students will be able to understand the importance of financial literacy. | 1 |
| 2 | The student will be able to understand the importance of financial planning. | 2 |
| 3 | The student will be able to understand saving, investment and Banking services. | 3 |
| 4 | The student will be able to describe the importance of insurance services as social security measures. | 4 |

Text Book:

- प्रा.एस.एम.कोलते (२०१४) भारतीय बैंकिंग प्रणाली, प्रशांत पब्लिकेशन, जळगाव
- ज.फा.पाटील(संपादित) (२०१०)सार्वजनिक अर्थकारण)फडके प्रकाशन, कोल्हापूर
- डॉ.एन.एल.चव्हाण(२०१४) आधुनिक बैंकिंग आणि भारतीय वित्तीय बाजार,प्रशांत बुक हाउस,जळगाव.
- प्रा. डॉ. एन. एल. चव्हाण आणि प्रा. व्ही. एस. जैन (२०१५) बैंकिंग मुलतत्वे आणि कार्यपद्धती,अर्थव पब्लिकेशन्स, जळगाव

Reference Books:

- Introduction to Banking-By G. Vijayaragavan Iyengar (Reprint 2009)Excel Books, A-45, Naraina Phase-1 New Delhi.
- The Indian Financial System – Markets, Institutions and Services – 3 Rd Edition. by- Bharati V. Pathak Pearson Published by Dorling K indersley (India) Pvt. Ltd. Licensees of Pearson Education in South Asia.
- Dynamics of Indian Financial System-Markets, Institutions and Services. Ane’s Student Edition- by Preeti Singh. Ane books Pvt. Ltd.,New Delhi,4821, Parwana Bhavan, Ansari Road, Daryaganj, New Delhi.
- Financial Markets and Institutions- 3 rd Edition. by Dr. S. Gurusamy. Tata McGraw Hill Education Pvt. Ltd., New Delhi.
- Management of Banking and Financial Services-2Nd Edition- by Padmalata Suresh, Justin Paul, Pearson Publication Pvt. Ltd.
- Datt & Sundaram (2018) Indian economy,S,Chand publication, New Delhi

Session Plan

| Topics | Readings | No. of Session |
|--|---|----------------|
| <p>Unit 1 - Financial Literacy</p> <p>1.1 Meaning, Definitions, Importance, Merits and Demerits of Financial Literacy</p> <p>1.2 Role of financial education in achieving financial well being, The Power of Compounding.</p> | <ul style="list-style-type: none"> • Zokaityte, A. (2017) Financial Literacy Education. London: Palgrave Macmillan • T.R. Jain and R.L. Sharma, (2012) Indian financial System, VK Global Publisher • Datt & Sundaram (2018) Indian economy, S, Chand publication, New Delhi • प्रा. एस. एम. कोलते (२०१४) भारतीय बैंकिंग प्रणाली, प्रशांत पब्लिकेशन, जळगाव • किरण देसले (2021) भारतीय अर्थव्यवस्था दीपस्तंभ प्रकाशन जळगाव <p>Home Assignment/Flipped Classroom: Seminar on Financial Literacy</p> | 10 |
| <p>Unit 2 - Financial Planning</p> <p>2.1 Meaning, Importance of Financial Planning.</p> <p>2.2 Basics of Savings and Investment, Savings Vs Investment, Risk and Return, Inflation Effects on Investment</p> | <ul style="list-style-type: none"> • Sinha, Madhu. (July 2017) Financial Planning: A Ready Reckoner Mc Graw Hill. • Pandit, Amar The Only Financial Planning Book that You Will Ever Need, Network 18 Publications Ltd. • Datt & Sundaram (2018) Indian economy, S, Chand publication, New Delhi . • किरण देसले (2021) भारतीय अर्थव्यवस्था दीपस्तंभ प्रकाशन जळगाव | 10 |
| <p>Unit 3 - Financial Institutions and Payment</p> <p>3.1 Meaning, Banking and Non Banking Financial Institutions</p> <p>3.2 Post offices – Financial Planning</p> <p>3.3 Budget: Meaning, Family Budget, Business Budget and National Budget. Budget deficit and Surplus.</p> <p>3.4 Banking products and services</p> <p>3.5 Digitization of financial transactions: Debit Cards {ATM Cards} and Credit Cards., Net banking and UPI, digital wallets.</p> | <ul style="list-style-type: none"> • Bhole L. M. (2004), Financial Institutions and Markets Structure, Growth and Innovations, Tata McGraw Hill Publishing Company Ltd. New Delhi • Datt & Sundaram (2018) Indian economy, S, Chand publication, New Delhi <p>Home Assignment/Flipped Classroom: Write the difference between banking and Non banking financial institutions</p> | 10 |



Kavayitri Bahinabai Chaudhari North Maharashtra University, Jalgaon
Faculty of Commerce & Management
B.Com (Honors/Research) Major - Advanced Accountancy/ Advanced
Costing/Business Administration, Minor - Computer Management/Banking &
Finance
(W. E. F. 2024-25)



116 D: Principles and Practices of Banking-I

Credit – 02

Duration – 30 Hours

Course Learning Objectives:

- To get the knowledge of evolution of banking.
- To enlighten the students with Introduction of banking concept and dynamic services.
- To make student aware of the structure of Indian Banking.
- To obtain the knowledge and process of opening and operating of various types of bank accounts.

Course Learning Outcomes:

The successful completion of this course enables the students

| CLO No. | CLO | Cognitive level |
|---------|---|-----------------|
| 1 | Students will understand the basic concepts of banks. | 1 |
| 2 | Students will understand the primary and secondary functions of a bank. | 2 |
| 3 | Students will be aware to the basic terminology in Banking | 3 |
| 4 | Students will get the knowledge and process of opening and operating of various types of bank accounts. | 5 |

Text Book:

- भारतीय बैंक प्रणाली, डॉ.सतीश कुमार शहा SBPD Publications, 2022
- बैंकिंगची तत्वे आणि व्यवहार, प्रा. डॉ. एन. एल. चव्हाण प्रशांत पब्लिकेशन्स, जळगाव २०२२.
- बैंकिंग मुलतत्वे आणि कार्यपद्धती, प्रा. डॉ. एन. एल. चव्हाण आणि प्रा. व्ही. एस. जैन, अर्थव पब्लिकेशन्स, जळगाव २०१५.
- भारतीय बैंकिंग प्रणाली, प्रा. एस. एम. कोलते, प्रशांत पब्लिकेशन्स, जळगाव २०१४.

Reference Books:

- Modern money and banking: Roger L. Miller& David D. Van Hoose, Mcgra- hill international ed.1993
- Basics of Banking & Finance Dr. K. M. Bhattacharya & O P Agrawal.
- Banking Theory & Practice; K.C. Shekhr& Laxmi Shekhar. Vikas Publishing
- Banking Theory, Law & Practice K. P. M. Sunderam& D. N. Varshney S. Chand
- Banking &Finance System: D.M. Mathani & E. Gorden
- Banking &Financial System by K P M Sunderam& D N Varshney S Chand
- Financial Market & Services: Institutions: Gordan & Natrajan, Himalaya
- The Indian Financial System: Bharati V. Pathak, Pearson Education
- Principles And Practices of Banking 16th Ed 2021. Skylark publication
- Principles & Practices of Banking 2021,Macmilla Education Noida
- Principles & Practices of Banking,AbhinavkumarMandilvar,Ramesh Publishing House
- Empowering AatmanirbharNiveshak, The First Indian Depository to Register 3 CroreDemat Accounts
- The Indian Capital Market – An OverviewHandbook for NSDL Depository Operations Module.

Session Plan

| Topics | Readings | No. of Session |
|---|---|----------------|
| Unit 1 - Banking: Meaning & Functions <ul style="list-style-type: none"> ➤ Definition of Bank. ➤ Evolution of Banking. ➤ Structure of Indian Banking System. ➤ Functions and Services of Bank. ➤ Role Of Banking in Economic Development. | Required Reading: Basics of Banking & Finance Dr. K. M. Bhattacharya & O P Agrawal Home Assignment: Evolution of Banking | 10 |
| Unit 2 - Classification and Types of Banks <ul style="list-style-type: none"> ➤ Structural Classification of Banks: Unit Banking, Branch Banking, Group Banking, Chain Banking. ➤ Functional Classification of Banks. ➤ Ownership Classifications of Banks. ➤ Modern Banking (Concepts): Wholesale Banking & Retail Banking, Merchant Banking, Universal Banking, Virtual Banking. | Required Reading: Principles And Practices of Banking 16th Ed 2021. Skylark publication Home Assignment: Types of Banks First Internal Test: | 10 |
| Unit 3 - Payment & Settlement System <ul style="list-style-type: none"> ➤ Meaning and Importance. ➤ Evolution of Payment System in India: ECS, RTGS, NEFT, CTS, NECS ➤ Internet Banking, Mobile Banking ➤ Automated Teller Machines: Operation & Development. ➤ Benefits of E- Banking to Customer & The Banks. | Required Reading: Banking & Finance System: D.M. Mathani & E. Gorden Home Assignment: Internet Banking Second Internal Test: | 10 |



Kavayitri Bahinabai Chaudhari North Maharashtra University, Jalgaon
Faculty of Commerce & Management
B.Com (Honors/Research) Major - Advanced Accountancy/ Advanced
Costing/Business Administration, Minor - Computer Management/Banking &
Finance
(W. E. F. 2024-25)



116 E: Geography of Tourism

Credit – 02

Duration – 30 Hours

Course Objectives:

- To understand Tourism and Tourism Management.
- To understand the theoretical framework of tourism planning and various intricate involved in it.
- To understand the basic concept and various components of Tourism management.
- To identify potential career opportunities of our students through internship programs.
- To develop employability skills and competencies to serve the job requirements in the society.

References:

1. Koontz Herold and Weihrich Heinz (2006), Essentials of Management, 7th edition, Tata Mc. Graw Hill Publishers, New Delhi.
2. Agarwal R. D. (2001), Organization and Management, Tata Mc. Graw Hill Publishers, New Delhi.
3. Bhatia A. K. (2003), International Tourism, Sterling Publishers Pvt Ltd, New Delhi.
4. Bhatia A. K. (2002), Tourism Development: Principles and Practices, Revised edition Sterling Publishers Private Limited, New Delhi.
5. Chris Cooper, Fletcher John, Fyall, Alan, Gilbert David, Wall Stephen (2008), Tourism Principles and Practices, 4th edition, Pearson Education Limited.
6. Dennis L and Foseter Glencoe (2003), An Introduction to Travel and Tourism, McGrawHill International.
7. Dr. Revathy Girish (2007), Indian Tourist Panorama, Dominant Publishers and Distributors, New Delhi.
8. Ghosh Bishwanth (2000), Tourism and Travel Management, Second Revised Edition Vikas Publishing House Pvt Ltd, New Delhi.
9. Kaul R. N. (1991), Dynamics of Tourism, Sterling Publishers Pvt Ltd, Volume 1, 2 & 3 New Delhi,
10. Pran Nath Seth (1997), Successful Tourism Management, Sterling Publishers Pvt Ltd, New Delhi,
11. Praveen Sethi (1999), Tourism for the Next Millennium, Rajat Publication New Delhi.
12. Roday Sunetra, Biwal Archana, Joshi Vandana (2009), Tourism Operations and Management, – Oxford University Publications.
13. Sati V. P. (2001), Tourism Development in India, Pointer Publications, Jaipur.
14. Singh Anand (2005), Tourism in Ancient India, Serials Publications, New Delhi.

Session Plan

| Unit No. | Topic | Sub Topic | No. of Sessions |
|----------|----------------------------------|--|-----------------|
| 1 | Introduction to Tourism | 1.1 Meaning and Concept of Tourist, Tourism and Tourism Geography 1.2 Nature and Scope of Tourism Geography 1.3 Factors Affecting Tourism i) Physical Factors a) Relief: Mountains, Lakes, Beaches, Waterfalls, HotSprings etc.;; b) Climate: Hill Station; c) Vegetation: National Parks and Sanctuaries. ii) Cultural Factors a) Religion and Pilgrimage, b) Historical Monuments | 06 |
| 2 | Economic Significance of Tourism | 2.1 Economic Benefits 2.2 The Multiplier Effect Development of Infrastructure 2.3 Effect on Employment 2.4 Economic Value of Cultural Resources 2.5 Emerging Trends in Tourism a) Sustainable Tourism b) Adventure Tourism c) Eco-tourism d) Agro Tourism e) Health Tourism | 08 |
| 3 | Tourism Marketing | 3.1 Concept of Marketing 3.2 Tourism Products a) Attraction b) Facilities c) Accessibility 3.3 Types of Tourism Marketing a) Vocational Tourism b) Business Tourism | 08 |

| | | | |
|---|--------------------|---|----|
| | | <p>c) Common Interest Tourism</p> <p>3.4 Functions of Tourism Marketing</p> <p>a) Marketing Research</p> <p>b) Advertisement</p> <p>c) Sales Support</p> <p>d) Public Relations</p> <p>e) Tourism Publications</p> | |
| 4 | Tourism Management | <p>4.1 Concept of Management</p> <p>4.2 Significance and Objectives of Tourism Management</p> <p>4.3 Components of Tourism Management</p> <p>a) Attraction –Natural, Man-made and Cultural.</p> <p>b) Transportation-Roadways, Railway, Waterways, Airways</p> <p>c) Intermediaries-Travel Agents, Tour Operators.</p> <p>d) Destinations-Accommodation, Leisure</p> <p>4.4 Financial Management</p> <p>4.5 Hospitality Services Management</p> | 08 |



Kavayitri Bahinabai Chaudhari North Maharashtra University, Jalgaon
Faculty of Commerce & Management
B. Com (Honors/Research) Major - Advanced Accountancy/ Advanced
Costing/Business Administration, Minor - Computer
Management/Banking & Finance
(W. E. F. 2024-25)



Subject Basket for Co-Curricular Course (CC)

| Course Code | Course Title | No of Credits |
|-----------------------------|--|----------------------|
| CC-1 (A/B/C/D/E/F/G) | Select any one A) NCC - 1 B) NSS - 1 C) Sports - 1 D) Cultural - 1 E) Student Welfare Activity-1 F) Yoga G) IPDC-1 | 2 |

Course Code: CC - I (A)**Course Title: NCC – 1**

| | |
|--|---|
| Course Code: CC - I (A) | Course Category: Co-Curricular Course (CC) |
| Course Title: NCC-1 (Basic) | Type: Theory & Practical |
| Total Contact Hours: 30 (2/week) | Course Credits: 02 |
| College Assessment (CA) Marks: 50 Marks | University Assessment (UA): NA |
| Course Objectives: | |
| <ul style="list-style-type: none"> ● To introduce the students the basics of NCC. ● To motivate the students to be a responsible citizen of the country. ● To make them aware of National Integration and military strength of the country. ● To make their personality dynamic and imbibe the officer like qualities in them. | |
| Course Outcomes: | |
| <ul style="list-style-type: none"> ● The students will develop a sense of responsibility and a sense of patriotism. ● The qualities of the Secular outlook, discipline, bearing and obedience would be enriched. ● The students would develop leadership qualities and will become the responsible citizen of the Nation. | |
| Course pre-requisite: | |
| <ul style="list-style-type: none"> ● To study this course, a student must be physically, mentally and medically fit. ● Students and their parents should be willing to undergone the military training. ● It is open for all. | |

Course Content:

| Name of the Topic | Hours |
|---|--------------|
| Unit 1: Introduction to NCC <ul style="list-style-type: none"> ● National Cadet Corps of Independent India, National Cadet Corps Act, 1948, ● Motto, Aims and Objectives, Emblem, NCC Flag, NCC song ● Organization of NCC- Army, Navy, Air force | |
| Unit 2: National Integration: Importance and Necessity <ul style="list-style-type: none"> ● National Integration: Importance and Necessity ● Factors affecting National Integration ● Unity in Diversity Role of NCC in Nation Building ● Threats to National Security | |
| Unit 3: Foot Drill <ul style="list-style-type: none"> ● Word of Commands ● Sawadhan and Vishram ● Salute | |
| Unit 4: Personality Development <ul style="list-style-type: none"> ● Introduction to Personality Development ● Factors Influencing /Shaping Personality: ● Barriers: Physical, Social, Physiological, Philosophical and Psychological | |
| Total Hours | 30 |

Reference Books:

| Title | Publication |
|---|-----------------------|
| ● Cadet's Hand book – Common subject. All wings. | BY DG NCC, New Delhi. |
| ● Cadet's Hand book – Specialized Subjects, Army, Navy, Air-force | BY DG NCC, New Delhi |
| ● NCC OTA Precise | BY DG NCC, New Delhi |

Evaluation and Assessment (College Assessment 50 Marks) for CC - I(A):

| Sr. No. | Activity | Marks |
|----------------|-----------------------|--------------|
| 1. | Internal Tests -1 | 10 |
| 2. | Internal Tests -2 | 10 |
| 3. | Attendance Mark | 10 |
| 4. | Tasks and assignments | 10 |
| 5. | Demo and Practical | 10 |
| | Total | 50 |

Course Code: CC - I (B)**Course Title: NSS – 1**

| | |
|---|---|
| Course Code: CC - I (B) | Course Category: Co-Curricular Course (CC) |
| Course Title: NSS-1 (National Service Scheme) | Type: Theory & Practical |
| Total Contact Hours: 30 (2/week) | Course Credits: 02 |
| College Assessment (CA) Marks: 50 Marks | University Assessment (UA): NA |
| Course Objectives: <ul style="list-style-type: none"> To groom youth as social centric by applying her/his knowledge towards improvement of the community. To develop among themselves a sense of social and civic responsibility and act as agents of social change towards India as a developed Country. | |
| Course Outcomes: <ul style="list-style-type: none"> Understand social responsibility. Awareness about social issues. | |

Course Content:

| Name of the Activities | Hours |
|---|--------------|
| <ul style="list-style-type: none"> Introduction of NSS NSS Slogans, Songs & Patriotic Songs Objectives and Advantages of NSS Responsibilities of NSS Volunteer Important Day celebration (Any five) Shramdaan (Campus cleanliness, Tree plantation & Watering) Environmental Awareness (Anti-Littering and Anti Plastic Bag Campaign, Waste minimization and management). Rain water harvesting awareness campaign Solar energy awareness campaign Save energy/water awareness campaign Survey based studies (Any one) | |
| Total Hours | 30 |

Reference Books:

- National Service Scheme Manual 2006, Govt. of India, Ministry of Youth Affairs.
- Annual Report of NSS, Published by Dept. of Higher Education.
- <https://nss.gov.in>

Note:

- Awareness programs can be conducted through rally, street plays, posters, slogans, etc.
- Survey based studies should be carried out on social issues.

Evaluation and Assessment (College Assessment 50 Marks) for CC - I(B):

| Sr. No. | Activity | Marks |
|----------------|--|---|
| 1. | Attendance to Important day celebration (any five), (Independence Day is compulsory) | 10 |
| 2. | Attendance | 10 (Above 90 %) 08 (Between 80 to 90 %) 06 (Between 75 to 80 %) |
| 3. | Shramdaan | 10 |
| 4. | Awareness Campaign (Any Three) | 10 |
| 5. | Survey based studies | 10 |
| | Total | 50 |

Course Code: CC – I (C)

Course Title: Sports – 1

| | |
|---|---|
| Course Code: CC - I (C) | Course Category: Co-Curricular Course (CC) |
| Course Title: Sports-1 | Type: Theory & Practical |
| Total Contact Hours: 30 (2/week) | Course Credits: 02 |
| College Assessment (CA) Marks: 50 Marks | University Assessment (UA): NA |
| Course Objectives: To enable the students: <ul style="list-style-type: none">● To create interest in sports among students.● To develop the sports knowledge among students.● To explain the importance of sports to the students.● To develop physical and mental health through sports. | |
| Course Outcomes: <ul style="list-style-type: none">● Increase in the physical and mental fitness of students through sports.● The student may develop better grasping power.● Development of student's personality through sports.● The students be encouraged for better competition in sports. | |

Course Content:

| Name of the Topic | Hours |
|--|--------------|
| Unit 1: Introduction of Sports <ul style="list-style-type: none">● Introduction● History of Sports and Game● Definition and Scope of Sports● Development of Sports● Type of Sports | |
| Unit 2: Sports and Health <ul style="list-style-type: none">● Introduction● Relationship between Sports and Human health● Effect of Sports on various body systems● Relationship between Sports and Mental Health● Effect of Sports on Physical and Mental Health | |
| Unit 3: Various Sports <ul style="list-style-type: none">● Introduction● Individual Sports/ Games● Team Sports● Various Name of Tournament● Prizes and Award in Sports | |
| Total Hours | 30 |

Reference Books:

1. Bucher, C. A., Foundation of Physical Education, St. Louis: The C. V. Mosby Co.
2. डॉ. विठ्ठलसिंग परिहार, झुझारसिंग शिलेदार, खेळ संचालन आणि क्रीडा मार्गदर्शन, अभय प्रकाशन, नांदेड, भारत
3. सुरेशचंद्र नाडकरणी, क्रीडा ज्ञानकोष, मेहता पब्लिकेशन, भारत
4. प्रा. के. एन. गंदगे, शारीरिक शिक्षणाचा पाया, समर्थ पब्लिकेशन, नांदेड, भारत

Evaluation and Assessment for CC – I (C):

| Sr. No. | Description | Mark | |
|---------|---|------|---|
| 1. | Attendance sports practices | 10 | Any three from Sr. No. 1 to 5 for 30 Marks. |
| 2. | Sportsmanship and Behaviour | 10 | |
| 3. | Participation in any one Intercollegiate tournament/College Annual Gathering sports | 10 | |
| 4. | Participation in any one Zonal/Open state level tournament | 10 | |
| 5. | Participation in any one University/All India inter university/Open National level tournament | 10 | |
| 6. | Assignments | 20 | |
| | Total Mark | 50 | |

Course Code: CC - I (D)
Course Title: Cultural – 1

| | |
|--|---|
| Course Code: CC - I (D) | Course Category: Co-curricular Course (CC) |
| Course Title: Cultural - 1 | Type: Theory & Practical |
| Total Contact Hours: 30 (2/week) | Course Credits: 02 |
| Internal Assessment (CA) Marks: 50 Marks | University Assessment (UA): NA |
| Course Objectives (उद्दिष्ट्ये): <ul style="list-style-type: none">● स्वागत गीताचा परिचय करून घेणे● भित्तिपत्रकाचे स्वरूप समजून घेणे● अतिथी परिचयाचे स्वरूप समजून घेणे● आभार प्रदर्शनाचे प्रयोजन व स्वरूपाचा परिचय करून घेणे● रचना कौशल्य प्राप्त होणे● वर्तमान पत्रातील लेखनाचे स्वरूप, प्रकार समजून घेणे● वार्षिकांकाचे स्वरूप व प्रयोजन समजून घेणे. | |
| Course Outcomes (फलश्रुती): <ul style="list-style-type: none">● विद्यार्थ्यांना स्वागत गीताचे स्वरूप समजून येईल.● विद्यार्थ्यांना भित्तिपत्रकाचे स्वरूप समजून येईल.● विद्यार्थ्यांना अतिथी परिचय कसा करतात ते लक्षात येईल.● विद्यार्थ्यांना आभार प्रदर्शनाचे प्रयोजन व स्वरूप समजून घेता येईल.● विद्यार्थ्यांना रचना, (डिझायनिंग) – चे कौशल्य प्राप्त होईल.● विद्यार्थ्यांना वर्तमान पत्रातील लेखनाचे स्वरूप, प्रकार समजून येईल.● विद्यार्थ्यांना वार्षिकांकाचे स्वरूप व प्रयोजन लक्षात येईल. | |

Course Content (अभ्यासक्रम आराखडा):

| Name of the Topic | Hours |
|--|-----------|
| 1) रांगोळी काढणे: पारंपरिक रांगोळी व फुल/पुष्प यांची रांगोळी | |
| 2) स्वागतगीत: स्वरूप व प्रकार | |
| 3) भित्तिपत्रक: स्वरूप, प्रयोजन | |
| 4) अतिथी परिचय: स्वरूप | |
| 5) आभार प्रदर्शन: प्रयोजन व स्वरूप | |
| 6) रचना/आराखडा: एक कौशल्य | |
| 7) वर्तमान पत्रातील लेख: प्रकार व स्वरूप | |
| 8) वार्षिकांक: स्वरूप, प्रयोजन | |
| Total Hours | 30 |

Evaluation and Assessment for Cultural-1, CC - I (D)**सांस्कृतिक उपक्रमातील सहभाग बाबत करावयाची गुणदान पध्दती**

| अ.क्र. | सांस्कृतिक उपक्रमाचे शीर्षक/तपशील | गुण | प्राप्त करावयाचे क्रेडिट |
|--------------------|---|-----------|--|
| 1 | महाविद्यालयाच्या कोणत्याही दोन प्रसंगी फुलं व पाने यांची रांगोळी काढणे | 10 | प्रत्येकी एका सत्रातून दोन क्रेडिट (50 गुण) सोबत दिलेल्या कोणत्याही सांस्कृतिक उपक्रमातून हे गुण मिळविता येतील |
| 2 | महाविद्यालयाच्या कोणत्याही दोन प्रसंगी पांरपरिक रांगोळी काढणे | 10 | |
| 3 | महाविद्यालयाच्या भित्तिपत्रकात स्वरचित कविता/लेख प्रकाशित करणे. | 10 | |
| 4 | महाविद्यालयाच्या कोणत्याही दोन उपक्रमात ईशस्तवन सादर करणे, कोरस देणे. | 10 | |
| 5 | महाविद्यालयाच्या कोणत्याही दोन उपक्रमात अतिथी परिचय करणे. | 10 | |
| 6 | महाविद्यालयाच्या कोणत्याही दोन उपक्रमात आभार प्रदर्शन करणे. | 10 | |
| 7 | महाविद्यालयाच्या सांस्कृतिक कार्यक्रमात (गॅदरिंग) रचना/आराखडा स्पर्धेत सहभाग. | 10 | |
| 8 | वर्तमानपत्रात (राज्यस्तरीय) व वार्षिकांकात लेख प्रकाशित करणे. | 10 | |
| Total Marks | | 50 | |

Course Code: CC - I (E)
Course Title: Student Welfare Activity-1

| | |
|---|---|
| Course Code: CC - I (E) | Course Category: Co-Curricular Course (CC) |
| Course Title: Student Welfare Activity-1 | Type: Theory & Practical |
| Total Contact Hours: 30 (2/week) | Course Credits: 02 |
| College Assessment (CA) Marks: 50 Marks | University Assessment (UA): NA |
| Course Objectives: | |
| <ul style="list-style-type: none"> ● To inculcate the social values and ethos amongst the young minds. ● To make the youth competent enough to survive in this competitive world through various activities and competitions. | |
| Course Outcomes: | |
| <ul style="list-style-type: none"> ● Youth will understand social responsibility with values and ethos. ● Youth will become competent to survive in the competitive world. | |

Course Content:

| Sr. No | Programms | Hours |
|-------------------------------------|--|-------|
| Programms Under Yuvati sabha | | |
| 1. | Agniveer Sainyadal Abhiyan | |
| 2. | Atmanirbhar Yuvati Abhiyan | |
| 3. | Mission Sahasi Abhiyan | |
| One Day Programme | | |
| 4. | Late Bhaisaheb Y.S. Mahajan Elocution Competition for girls | |
| 5. | Late G. V. Abhyankar Marathi Natyageet and Late Shantabai Abhyankar Marathi Bhavagit Competition | |
| 6. | Late Bhaskar Sabanis Inter Collegiate Commerce Quiz and Presentation Competition | |
| 7. | Inter Collegiate Moot Court Competition | |
| Two to Three Days Programme | | |
| 8. | Research Project Presentation Workshop- Two Days | |
| 9. | Fire Safety Workshop – Two Days | |
| 10. | Artistic Skills Development Workshop- Three Days (Drama, Music and Dance) | |
| 11. | Literature Creation workshop- Three Days (Poetry reciting/Storytelling/ Drama Writing/ Elocution/ Debate/Anchoring) | |
| 12. | Fine Arts Study Workshop- Three Days (Painting, Cartooning, Colage, Spot Painting) | |
| 13. | University level Work culture, Personality Development and Leadership Development workshop- Tree Days | |
| 14. | Maitri- Workshop- Three Days | |
| 15. | Sahas (Adventure) Workshop- Three Days | |
| 16. | Youth Parliament Workshop and Competition- Three Days | |
| 17. | University level K.B.C. N.M.U. One act play Competition-Two Days | |

| | | |
|---|--|-----------|
| Yearly Programme (Run throughout the year) | | |
| 18. | Environmental Protection and Conservation awareness Campaign | |
| 19. | Women Health Protection and Rutumati Campaign | |
| 20. | New Technology Skill Campaign | |
| Festival/ Mahotsav | | |
| 21. | Bahinabai Vidyarthi Sahitya Sammelan | |
| 22. | Youth Festival- YUVARANG | |
| 23. | Annabhau Sathe Lok Kala Mahotsav (Folk-art Festival) | |
| 24. | National Film Festival | |
| Special Programmes/Competition | | |
| 25. | National Essay Competition- Organised by K.B.C. N.M.U. Jalgaon | |
| 26. | Vice Chancellors North East Youth Exchange Programme | |
| Total Hours | | 30 |

Note:

If the programmes in the Course content activities are not sanctioned to the college, then in this case if the student attains any other programme organized by college or any agency/society other than NSS and NCC, he or she should be considered for the marks according to the activity prior to check his her certificate/proof of attendance.

Evaluation and Assessment (College Assessment 50 Marks) for CC - I (E):

| Sr. No. | Activity | Marks |
|---------|---|-----------|
| 1 | Attendance to Important day celebration (any five) | 10 |
| 2 | Attendance in Yuvati Sabha or Yearly Programme- (any one) or at least three lectures by eminent personality | 10 |
| 3 | One Day Programme given in the list (any one)/Participation in College level Seminar/Conference/workshop or District level Avishkar, etc | 10 |
| 4 | Two- or three-Days Programme given in the list (any One)/Participation in University level Avishkar/ Seminar/Conference/workshop/ Festivals/ Gathering/cultural activities/Competitions | 10 |
| 5 | Participation in State and National level Avishkar/ Seminar /Conference /workshop/ Festivals/ Gathering/cultural activities/Competitions | 10 |
| | Total | 50 |

Course Code: CC - I (F)**Course Title: Yoga**

| | |
|--|---|
| Course Code: CC - I (F) | Course Category: Co-Curricular Course (CC) |
| Course Title: Yoga | Type: Theory & Practical |
| Total Contact Hours: 30 (2/week) | Course Credits: 02 |
| College Assessment (CA) Marks: 50 Marks | University Assessment (UA): NA |
| Course Objectives: <ul style="list-style-type: none"> ● To comprehend the historical and philosophical foundations of yoga. ● To practice yoga asanas (postures) and pranayama (breath control) techniques. ● To understand the benefits of yoga for physical and mental well-being. ● To develop mindfulness and meditation practices for improved focus and relaxation. ● To apply yogic principles to daily life for a balanced and harmonious lifestyle. | |
| Course Outcomes: <ul style="list-style-type: none"> ● Yoga can mean more energy and brighter moods. ● Improve strength, balance and flexibility. ● Benefits heart health. ● Relaxes to help to sleep better. ● Helps to manage stress. | |

Course Content:

| Name of the Topic | Hours |
|---|--------------|
| Unit 1: Introduction to Yoga <ul style="list-style-type: none"> ● Historical Evolution of Yoga ● Philosophy: The Eight Limbs of Yoga ● Ashtanga in Yoga ● Understanding Yoga's Role in Modern Life | |
| Unit 2: Yoga Asanas (Postures) <ul style="list-style-type: none"> ● Basic Asanas: Standing, Sitting, and Supine Poses ● Alignment, Modifications, and Benefits of Asanas ● Sequencing and Flow in Asana Practice | |
| Unit 3: Pranayama and Breathwork <ul style="list-style-type: none"> ● Introduction to Pranayama Techniques ● Breathing Exercises for Relaxation and Energy ● Pranayama for Stress Relief and Mental Clarity | |
| Unit 4: Meditation and Mindfulness <ul style="list-style-type: none"> ● Understanding Meditation: Techniques and Benefits ● Mindfulness Practices for Daily Life ● Meditation for Emotional Balance and Inner Peace | |
| Total Hours | 30 |

Reference Books:

- Light on Yoga, (1966), B.K.S. Iyengar, Schocken Books, New York.
- Yoga: A Gem for Women (1990), Geeta S. Iyengar, Allied Publishers, New Delhi.
- The Science of Yoga (1999), Swami Sivananda, The Divine Life Society, Rishikesh.
- The Breathing Book: Good Health and Vitality Through Essential Breath Work (1996), Donna Farhi, Holt Paperbacks, New York.
- The Yoga of Breath: A Step-by-Step Guide to Pranayama (2002), Richard Rosen, Shambhala Publications, Boston.
- Asana Pranayama Mudra Bandha (1981), Swami Satyananda Saraswati, Yoga Publications Trust, Munger, Bihar.
- Yoga (2022), L.K.Pratale, S. Jagtap, N.V.Phatangare, Prashant Publication, Jalgaon

Evaluation and Assessment (College Assessment 50 Marks) for Yoga, CC - I (F):

| Sr. No. | Activity | Marks |
|----------------|---|--------------|
| 1 | Practice And Performance | 15 |
| 2 | Pranayama and Breathwork (any one activity) | 05 |
| 3 | Meditation and Mindfulness (any one activity) | 05 |
| 4 | Yoga Asanas (Postures) (one activity) | 05 |
| 5 | Ashtanga in Yoga (any one activity) | 05 |
| 6 | Suryanamaskar (any one activity) | 05 |
| 7 | Discipline & Regularity | 10 |
| | Total | 50 |

Course Code: CC - I (G)**Course Title: Integrated Personality Development Course-1 (IPDC-1)**

| | |
|--|---|
| Course Code: CC - I (G) | Course Category: Co-Curricular Course (CC) |
| Course Title: IPDC-1 | Type: Theory & Practical |
| Total Contact Hours: 30 (2/week) | Course Credits: 02 |
| College Assessment (CA) Marks: 50 Marks | University Assessment (UA): NA |
| Course Objectives: <ul style="list-style-type: none"> ● IPDC aims to prepare students for the modern challenges they face in their daily lives. ● Promoting fortitude in the face of failures, Unity amongst family discord, Self-discipline amidst Distractions... and many more priceless lessons. ● Focuses on morality and character development at the core of student growth, to enable students to become self-aware, sincere, and successful in their many roles - as an ambitious student, reliable employee, caring family member, and considerate citizen. | |
| Course Outcomes: <ul style="list-style-type: none"> ● To provide students with a holistic value-based education that will enable them to be successful in their academic, professional, and social lives. ● To give the students the tools to develop effective habits, promote personal growth, and improve their well-being, stability, and productivity. ● To allow students to establish a stronger connection with their family through critical thinking and development of qualities such as unity, forgiveness, empathy, and effective communication. ● To provide students with soft skills that complement their hard skills, making them more marketable when entering the workforce. ● To enhance awareness of India's glory and global values, and to create considerate citizens who strive for the betterment of their family, college, workforce, and nation. ● To inspire students to strive for a higher sense of character by learning from role models who have lived principled, disciplined, and value-based lives. | |

Course Content:

| Name of the Topic | Hours |
|---|--------------|
| Module 1: Remaking Yourself , Subject: Restructuring Yourself Students learn how self-improvement enables them to secure a bright future for themselves. They will learn 6 powerful thought-processes that can develop their physical, intellectual, emotional, and spiritual quotients. | 2 |
| Module 2 : Remaking Yourself, Subject: Power of Habit Students will undergo a study of how habits work, the habits of successful professionals, and the practical techniques that can be used to develop good habits in their life. | 2 |
| Module 3: Learning from Legends , Subject : Tendulkar & Tata Students will learn from the inspirational lives of India's two legends, Sachin Tendulkar and Ratan Tata. They will implement these lessons through relatable case studies. | 2 |
| Module 4: From House to Home Subject : Listening & Understanding communications. Active listening is an essential part of academic progress and communications. Students will learn to listen with their eyes, ears, mind, and heart. | 2 |

| | |
|--|-----------|
| Module 5: Facing Failures perspective, Subject: Welcoming Challenges This lecture enables students to revisit the way in which they approach challenges. Through the study of successful figures such as Disney, Lincoln and Bachchan, students will learn to face difficulties through a positive perspective. | 2 |
| Module 6: Facing Failures, Subject: Significance of Failures Failure is a student's daily source of fear, negativity, and depression. Students will be given the constructive skills to understand failure as formative learning experiences. | 2 |
| Module 7: My India My Pride, Subject: Glorious Past - Part 1 India's ancient Rishis, scholars, and intellectuals have made tremendous contributions to the world, they developed an advanced, sophisticated culture and civilization which began thousands of years ago. Students will learn the importance of studying India's glorious past so that they could develop a strong passion and pride for our nation. | 2 |
| Module 8: My India My Pride, Subject: Glorious Past - Part 2 Our ancient concepts can be used to seek revolutionary ideas and to generate inspiration. Students will develop a deeper interest in India's Glorious Past – by appreciating the need to read about it, research it, write about it, and share it. | 2 |
| Module 9: Learning from Legends, Subject: A.P.J. Abdul Kalam Dr Kalam's inspirational life displayed legendary qualities which apply to students (1) Dare to Dream (2) Work Hard (3) Get Good Guidance (4) Humility (5) Use Your Talents for the Benefit of others. | 2 |
| Module 10: Soft Skills, Subject: Networking & Leadership Students are taught the means of building a professional network and developing a leadership attitude. | 3 |
| Module 11: Soft Skills, Subject : Project Management Students will learn the secrets of project management through the Akshardham case study. They will then practice these skills through an activity relevant to student life. | 2 |
| Module 12: Remaking Yourself, Subject: Handling Social Media Students will learn how social media can become addictive and they will imbibe simple methods to take back control. | 2 |
| Module 13: Facing Failures, Subject: Power of Faith Students will learn about the power and necessity of faith in our daily lives. | 2 |
| Module 14: From House to Home, Subject: Bonding the Family Students will understand the importance of strong family relationships. They will learn how to overcome the generation gap and connect with their family more. | 2 |
| Module 15: Selfless Service, Subject: Seva Students will learn that performing seva is beneficial to one's health, wellbeing, and happiness. It also benefits and inspires others. | 2 |
| Total Hours | 30 |

Reference Books:

The IPDC lectures will take place in the college classrooms and will be hosted by a university-appointed course instructor/Faculty. The Teaching resources will be provided by BAPS. Each lecture has four components as shown below:

1 Introductory Film

Each lecture begins with a short film that introduces the topic through modern

production. The original content displays relatable scenarios and visuals that captivate the students' attention and stimulates their curiosity to learn more.

2 Lecture Video

Students watch a lecture video presented by a dynamic speaker. The lecture reinforces the significance and necessity of fundamental principles and skills. The experience of the speaker, eloquence of presentation, and use of interactive visuals collectively create a profound impact on each student's mind and heart.

3 Student Interaction

Student interaction sessions promote stimulating discussion and conversation and help create safe spaces for the healthy exchange of ideas. Thus, each session provides a forum in which students can openly express their emotions and thoughts.

4 Workbook Activities

Workbooks assist students to begin implementing the values taught in the lecture into their personal lives. Reliable research, priceless experience, practical scenarios, and reflective questions are innovatively depicted, motivating students to contemplate and think creatively. There will be one workbook for each semester/phase. Each workbook will be designed and presented by BAPS IPDC Team. These official workbooks would be the course-material for study of IPDC. These workbooks will solve the purpose of study, submission, viva and exams for students.

IPDC Workbook-1

Printed workbook for IPDC-1 is to be procured by students/institutes as per printed price.

Copyrights/Intellectual Rights :

Copyright/IPR of all IPDC materials provided for IPDC Course belongs to BAPS Swaminarayan Sanstha. Hence, the use of all these materials should be limited to the teaching of IPDC course only.

- Asana Pranayama Mudra Bandha (1981), Swami Satyananda Saraswati, Yoga Publications Trust, Munger, Bihar.
- Yoga (2022), L.K.Pratale, S. Jagtap, N.V.Phatangare, Prashant Publication, Jalgaon

Evaluation and Assessment (College Assessment 50 Marks) for Yoga, CC-1(G):

| Sr. No. | Activity | Marks |
|----------------|---|--------------|
| 1 | Practice And Performance | 15 |
| 2 | Pranayama and Breathwork (any one activity) | 05 |
| 3 | Meditation and Mindfulness (any one activity) | 05 |
| 4 | Yoga Asanas (Postures) (one activity) | 05 |
| 5 | Ashtanga in Yoga (any one activity) | 05 |
| 6 | Suryanamaskar (any one activity) | 05 |
| 7 | Discipline & Regularity | 10 |
| | Total | 50 |



Kavayitri Bahinabai Chaudhari North Maharashtra University, Jalgaon
Faculty of Commerce & Management
B.Com (Honors/Research) Major - Advanced Accountancy/ Advanced
Costing/Business Administration, Minor - Computer Management/Banking &
Finance
(W. E. F. 2024-25)



| | |
|----------------------------|--------------------|
| B. Com – First Year | |
| Level: 4.5 | Semester II |

| Level (Semester): 4.5 (II) | Credits |
|---|-----------|
| 121: Cost Accounting | 4 |
| 122: Economics of Market Structure & Factor Pricing | 4 |
| 123: Financial Market | 4 |
| 124A: Modern Office Management | 4 |
| 124B: Cooperative Law and Micro Finances-II | |
| 124C: Insurance Management | |
| 124D: Business Statistics-II | |
| 124E: Geography of Resources and Environment | 2 |
| ENG 123: English for All-II | |
| 125A: Corporate Regulatory Framework | |
| 125B: Digital Marketing | |
| 125C: Financial Literacy-II | 2 |
| 125D: Principles and Practices of Banking-II | |
| 125E: Introduction to Data Science | |
| CC-2 | |
| A): NCC - 2 B): NSS - 2 C): Sports - 2 D): Cultural Activities – 2 E): IPDC -2 F): Student Welfare Activity-2 G): Human Rights and Environment Law H): Market Survey for Experimental Learning | 2 |
| -- | 22 |
| B.Com. UG Certificate | 44 |



Kavayitri Bahinabai Chaudhari North Maharashtra University, Jalgaon
Faculty of Commerce & Management
B.Com (Honors/Research) Major - Advanced Accountancy/ Advanced
Costing/Business Administration, Minor - Computer Management/Banking &
Finance
(W. E. F. 2024-25)



121: Cost Accounting

Credit – 04

Duration – 60 Hours

Course Learning Objectives:

- To understand the introductory part of Cost Accounting and the basic concepts of Cost Accounting and its significance.
- To understand the concepts of materials, labour and overheads as elements of costs, and the accounting procedure for these elements of costs.
- Understand the controlling aspects of these elements of costs compute the total cost of output by accumulating costs in the form of a cost sheet.
- To understand the basis for preparation of FIFO and LIFO.
- To understand the various methods of wage rate.

Course Learning Outcomes:

The successful completion of this course enables the students

| CLO No. | CLO | Cognitive level |
|----------------|--|------------------------|
| 1 | Describing of concept, features and important of Cost Accounting. | 1 |
| 2 | Analyzing the types of Costing methods, Classification of costs and various wage methods. | 2 |
| 3 | Simulating the learning process of Cost Accounting Operations, Accounting in the various methods of costs ascertained and calculation. | 3 |
| 4 | Overview and evaluation of Cost Accounting and different process of Cost Accounting. | 4 |
| 5 | Describing of concept, features and important of Cost Accounting. | 5 |

Reference Book:

- Fundamentals of Cost Accounting, - Dr. S.N. Maheshwari, - Sultan Chand & Sons
- Cost Accounting - Maheshwari and Mittal :
- Advanced Cost Accounting - Jain And Narang :
- Cost Accounting - Nigam and Sharma :
- Cost Accounting (Problem and Theory), S. N. Maheshwari, Mahavir Publication
- Cost Accounting (Methods & Problems), B. K. Bhar, Academic Publisher, Calcutta
- Principles and Practices of Cost Accounting, Ashish K. Bhattacharya, A.H. Wheeler Publisher
- Also refer the websites of The Institute of Chartered Accountants of India – www.icai.org

Session Plan

| Topics | Reading | No. of Session |
|---|---|----------------|
| <p>Unit 1 –Introduction to Cost Accounting (Only Theory)</p> <ul style="list-style-type: none"> ➤ Concept, Meaning and Definition of: Cost Accounting, Cost accountancy. ➤ Objectives, Importance, Scope, Advantages, Limitations of Cost Accounting. ➤ Factors to be considered for installing a cost accounting system. ➤ Important Concepts of Cost Accounting: Cost, Expenses, Loss, Costing, Cost Accounting, Cost Accountancy, Cost Unit, Cost Centre. | <p>Reference Text</p> <ul style="list-style-type: none"> ➤ A Text Book (with in-built Compiler) on Cost Accounting by S. K. Aggarwal, Abha Aggarwal – Reliance Publications Ltd, Gurgaon. <p>Home Assignment/Flipped Classroom: Describe the basic concepts of Cost Accounting.</p> | 10 |
| <p>Unit 2 – Elements of Cost (Theory Only)</p> <ul style="list-style-type: none"> ➤ Elements of Costs ➤ Principal of Classification of Oveheads ➤ Classification of Oveheads ➤ Relevant Issues | <p>Reference Text</p> <ul style="list-style-type: none"> ➤ Practical Costing by Ahuja, Khanna & Pandey. <p>Home Assignment/Flipped Classroom: Explain Cost Sheet and Advantages of Cost Sheet.</p> | 10 |
| <p>Unit 3 - Preparation of Cost Sheet</p> <ul style="list-style-type: none"> ➤ Meaning of cost sheet; Nature of Cost Sheet, ➤ Advantages and disadvantages of Cost Sheet. ➤ Preparation of cost sheet for ascertainment of cost and profit. ➤ Practical problems on preparation of cost sheet | <p>Reference Text</p> <p>Cost & Management Accounting [For CS Inter] - V. K. Saxena and C. D. Vashist - Sultan Chand& Sons, New Delhi</p> <p>Home Assignment/Flipped Classroom: Define the Preparation of cost sheet for ascertainment of cost and profit.</p> <p>First Internal Test</p> | 10 |
| <p>Unit 4 – Material Cost</p> <ul style="list-style-type: none"> ➤ Meaning and classification of Material. ➤ Methods of Purchasing; Procedure of Purchases, Stores and Issue of Material. ➤ Material Losses, Wastage, Scrap, Spoilage and Defectives ➤ Methods of Material Costing: FIFO, LIFO, Simple Average, Weighted Average. | <p>Reference Text</p> <ul style="list-style-type: none"> ➤ Cost Accounting Principles & Practice by P K Ghosh ➤ Cost Accounting Principles & Practice by B S Khanna <p>Home Assignment/Flipped Classroom: Seminar on Methods of Material Costing/Classification of Material.</p> | 08 |

| | | |
|--|---|------------------|
| <p>Unit 5 – Labour Cost</p> <ul style="list-style-type: none"> ➤ Meaning and concept of Labour and wages. ➤ Classification of Labour: Direct Labour. Indirect Labour, Skilled, Unskilled and Semiskilled worker, Casual worker and Out workers. ➤ Method of Wages: Time Rate, Piece Rate (Halsey and Rowan Plan) | <p>Reference Text</p> <ul style="list-style-type: none"> ➤ Basics of Cost Accounting by V. K. Saxena and C. D. Vashist - Sultan Chand & Sons, New Delhi. ➤ Cost Accounting by Jain & Narang <p>Home Assignment/Flipped Classroom: Describe the concepts of Classification of Labour and Method of Wages</p> | <p>12</p> |
| <p>Unit 6 - Overheads Cost</p> <ul style="list-style-type: none"> ➤ Concept and Meaning of Overhead Cost. ➤ Allocation and apportionment of overhead, Base of apportionment, ➤ Primary and secondary distribution. ➤ Re-apportionment of Service Department Costs | <p>Reference Text</p> <ul style="list-style-type: none"> ➤ Fundamentals of Cost Accounting by S N Maheshwari – Sultan Chand & Sons, New Delhi <p>Home Assignment/Flipped Classroom: Concept and Meaning of Overhead Cost and Primary and secondary distribution.</p> | <p>10</p> |



Kavayitri Bahinabai Chaudhari North Maharashtra University, Jalgaon
Faculty of Commerce & Management
B.Com (Honors/Research) Major - Advanced Accountancy/ Advanced
Costing/Business Administration, Minor - Computer Management/Banking &
Finance
(W. E. F. 2024-25)



122: Economics of Market Structure & Factor Pricing

Credit – 04

Duration – 60 Hours

Course Learning Objectives:

- Introduced the students to the basic principles of microeconomic theory.
- To introduced the students behaviour of consumer, producer in Economy, Price determination in market and also factor pricing.
- How to microeconomic concepts can be applied to analyze real life situations. Course Learning Outcomes:

Course Learning Outcomes:

The successful completion of this course enables the students

| CLO. NO. | Course Learning Outcomes | Cognitive level |
|-----------------|---|------------------------|
| 1 | Students will be able to understand the basic principles of microeconomic theory and behaviour of producer and sellers in market competition and factor pricing. | 1 |
| 2 | Students will be able to identify and explain economic concepts and theories related to the market competition- monopoly monopolistic competition, oligopoly, duopoly and market structures. | 3 |
| 3 | Students will able to integrate theoretical knowledge about types of market and related concepts like short run long run, price discrimination and price determination to formulate predictions on future ones. | 2 |
| 4 | Students will evaluate the consequences of economic activities based on basic concepts | 4 |

References

1. Paul, Krugman ,Micro Economics.
2. Lipsey, Chrystal (2011) Economics(12th Edi.) Oxford University Press New Delhi.
3. Diwett, Varma Modern Economics Theory, S. Chand & company New Delhi.
4. Diwett, Varma Elementry Economics Theory, S. Chand & company New Delhi.
5. Seth M. L. Principle of Economics, (Micro & Macro) LaxmiNarayan Agrawal, Agra.
6. N. Gregory Mankiw, Principle of Economics, South Western, Indian Edition.
7. Chavan N. L. Fundamental of Economics, Prashant Publications, Jalgaon.
8. Chavan N. L. Pragat suksamlakshi Arthshatra, Prashant Publication Jalgaon.
9. Pawar Sumitra, Dilip Jagtap Micro & Macro Economics, Prashant Publication Jalgaon.
10. Gupta S. P. Statical Methods, Sultan Chand & Son, New Delhi.
11. Advanced Economic Theory by H L Ahuja 21st Edition
12. Modern Microeconomics by A koutsoyiannis

Session Plan:

| Topics | Readings | No. of Session |
|---|---|-----------------------|
| Unit 1 - Monopoly Lecturers a. Meaning, Definition & Features b. Short Run & Long Run Equilibrium of Firm c. Price Discrimination: Meaning, Definition & Features b. Types of Price Discrimination c. Essential Conditions for Price Discrimination d. Dumping | Reference Text: Modern Microeconomics by A koutsoyiannis Home Assignment What is meant by Price Discrimination? Explain the types of Price Discrimination | 10 |
| Unit 2 - Monopolistic Competition a. Meaning, Definition & Features b. Product Discrimination c. Short Run Equilibrium of Firm Under Monopolistic Competition d. Long Run Equilibrium of Firm Under Monopolistic Competition | Reference Text: Advanced Economic Theory by H L Ahuja 21 st Edition Home Assignment Group Discussion on Short Run Equilibrium of Firm Under Monopolistic Competition. | 10 |
| Unit 3 - Oligopoly Lecturers a. Meaning, Definition & Features c. Price Determination Under Oligopoly d. The Kinked Demand Curve | Reference Text: Modern Microeconomics by A koutsoyiannis | 10 |
| Unit 4 - Duopoly a. Meaning, Definition & Features b. Price Determination c. Stackleberg & Bertrand Model d. Monopsony | Reference Text: Advanced Economic Theory by H L Ahuja 21 st Edition Home Assignment Discuss on the Stackleberg & Bertrand Model | 10 |
| Unit 5 - Factor Pricing - I a. The Theory of Distribution b. Rent: Meaning & Definition b. Ricardo Theory of Rent c. Wage: Meaning & Definition a. Causes of Wages In Different Occupations b. The Theories of Wages | Reference Text: Modern Microeconomics by A koutsoyiannis Home Assignment Student Seminar in Factor Pricing | 10 |
| Unit 6 - Factor Pricing – II a. Interest: Meaning & Definition b. Loanable Funds Theory of Interest c. Liquidity Preference Theory of Interest 2.Profit : Meaning & Definition a. Dynamic Theory of Profit b. Schumpeterian Innovation Theory of Profit. | Reference Text: Advanced Economic Theory by H L Ahuja 21 st Edition Home Assignment/ Flipped Classroom: Internal Test II | 10 |



Kavayitri Bahinabai Chaudhari North Maharashtra University, Jalgaon
Faculty of Commerce & Management
B.Com (Honors/Research) Major - Advanced Accountancy/ Advanced
Costing/Business Administration, Minor - Computer Management/Banking &
Finance
(W. E. F. 2024-25)



123: Financial Market

Credit – 04

Duration – 60 Hours

Course Learning Objectives:

- To understand the introductory part Financial Market and the basic concepts relating to the Financial Market.
- To understand the concepts of primary capital market and the structure of money market.
- To overview the role of commodity market in India.
- To understand other instrument regarding to financial Markets.
- To know the role of Global financial Markets in economically developed countries like India.

Course Learning Outcomes:

The successful completion of this course enables the students

| CLO No. | CLO | Cognitive level |
|----------------|--|------------------------|
| 1 | Describing of concept financial markets and – major players and instruments in secondary market. | 1 |
| 2 | Analyzing the types of issues – like Private Placement, QIP etc. | 2 |
| 3 | Simulating the learning process of Application of Derivative in Commodities | 3 |
| 4 | Overview and evaluation of Stakeholders in Financial Market | 4 |

Text Book:

- Equity Markets in India- Shveta Singh & P K Jain
- Merchant Banking and Financial Services by Dr. S. Guruswamy
- Money Market Operations in India- A K Sengupta
- Indian Institute of Banking & Finance, (2007), Commodity Derivatives, Macmillan India Ltd
- Capital Markets by Dr. S. Guruswamy, TMH publication

Reference Book:

- Equity and Debt Markets- Hardeep Kaur
- An Introduction to Equity Markets- David Dasey
- Financial Markets Institutions and Financial Services by Taxman
- Commodities Market Module, Workbook from NSE
- Chatnani (2010), Commodity Markets, 1st edition, Tata McGraw Hill.
- Kleinman, George, (2001), Commodity Futures & Options, 2nd (revised, illustrated edition), Prentice Hall.
- Stephens, John. (2001), Managing Commodity Risk, John Wiley & Sons.
- Financial Markets and Institutions by Dr. S. Guruswamy
- The Indian Money Market- Krishna Kumar Sharma
- Stigum's Money Market- Marcia Stigum
- CNBC Guide to Money and Markets
- Indian Financial System by H. R. Machiraju- Vikas Publishing House

Session Plan

| Topics | Readings | No. of Session |
|--|--|----------------|
| <p>Unit 1 Introduction to Financial Markets - Indian Financial System</p> <ul style="list-style-type: none"> ➤ Financial System- functions- Financial markets ➤ Primary and secondary markets – major players and instruments in secondary market ➤ Functioning of stock exchanges, trading and settlement procedures at NSE & BSE. ➤ Impact of Policies on Financial Markets - Credit Policy of RBI - Fed Policy - Inflation Index, CPI. | <p>Reading:- Study of Primary and secondary markets, Indian financial system introduction an overview, function of Indian financial system</p> <p>Home Assignment/Flipped Classroom: Describe the impact of Govt. policies on Financial Markets</p> | 10 |
| <p>Unit 2 - Capital Market - Primary</p> <ul style="list-style-type: none"> ➤ New Issue Market ➤ Types of issues - Private Placement, QIP ➤ Disinvestment ➤ Issue process ➤ Guidelines Capital Market ➤ Secondary Market- Stock Market Operations - Indian Debt Market | <p>Reading:- Disinvestment Vs Privatization, an example of disinvestment in India</p> <p>Home Assignment/Flipped Classroom: What is the primary and secondary equity market? What are primary instruments in capital market?</p> | 10 |
| <p>Unit 3 – Money Market Structure</p> <ul style="list-style-type: none"> ➤ Organized and Un-Organized Market ➤ Call Money Market, Bills market ➤ Market for Government Securities. ➤ Money market Instruments: Treasury Bills, Repurchase Agreements / Reverse Repo, Commercial bills, Commercial Papers, Certificate of Deposit. ➤ Role of merchant banker in money market | <p>Reading:- Functions and structure of the money market, types of money market, objectives of money market</p> <p>Home Assignment/Flipped Classroom: What is the structure of money market Organized and Unorganized? What is the structure of money market and capital market?</p> <p>First Internal Test</p> | 08 |
| <p>Unit 4 – Commodity Markets</p> <ul style="list-style-type: none"> ➤ Role of Commodity Markets ➤ Commodity Market in India ➤ Application of Derivative in Commodities ➤ Global Commodities Exchanges | <p>Reading:- Types of commodities, an example of a market commodity, an example of a market commodity</p> <p>Home Assignment/Flipped Classroom: What is the role of commodity market? What are examples of commodity money?</p> | 12 |
| <p>Unit 5 - Other Instruments / Services Credit card</p> <ul style="list-style-type: none"> ➤ Bill discounting ➤ Factoring ➤ Forfeiting ➤ Consumer finance ➤ Reverse mortgage service ➤ Bridge Finance ➤ Angel Financing-Venture Capital and Private equity | <p>Reading:- Type of instrument is a credit card, other payment instruments, an example of a credit instrument, transaction instrument</p> <p>Home Assignment/Flipped Classroom: What are the four types of credit instruments? What are bank credit instruments? What are the main functions of money?</p> | 10 |

| | | |
|--|--|------------------|
| <p>Unit 6 - Introduction to Global Financial Market</p> <ul style="list-style-type: none"> ➤ Role of Financial Market in Economic Development of a country ➤ Stakeholders in Financial Market (Domestic and Global) ➤ Indian Financial Market scenario ➤ Equity issues in global market – ADR, GDR, EDRs ➤ Debt issues in global markets | <p>Reading:- Concept of global finance, global financial markets important, recent trends in global financial market, principles of global finance</p> <p>Home Assignment/Flipped Classroom: What is the global financial market? What is the role of global financial institutions?</p> <p>Second Internal Test</p> | <p>10</p> |
|--|--|------------------|



Kavayitri Bahinabai Chaudhari North Maharashtra University, Jalgaon
Faculty of Commerce & Management
B.Com (Honors/Research) Major - Advanced Accountancy/ Advanced
Costing/Business Administration, Minor - Computer Management/Banking &
Finance
(W. E. F. 2024-25)



124A: Modern Office Management

Credit – 04

Duration – 60 Hours

Course Learning Objectives:

- To understand the concept of office management.
- To acquire operational skills of office management.
- To develop the interest in methods and procedures of office management.
- To know the secretarial procedure.
- To understand the office layout and environment in modern context.
- To acquire the basic knowledge of office appliances and machines.
- To understand office system.
- To understand the green office management system.
- To acquire knowledge of office meetings and proceedings.

Course Learning Outcomes:

The successful completion of this course enables the students

| CLO No. | CLO | Cognitive level |
|----------------|---|------------------------|
| 1 | An easy introduction to the concept of Modern Office Management | 1 |
| 2 | A complete overview of the existing Modern Office Management system used in Offices | 2 |
| 3 | An easy-to-understand explanation of Modern Office Management Systems- Office layout, Environment, Office Service, Office System procedures, Office Record Management, Green Office Management and Office Meetings etc. | 3 |

Text Book:

- Office Management – Leffingwell & Robinson
- Office Management & Control – G.R.Terry
- Office Automation – G.R.Terry

Reference Books:

- Office Organization and Management – S.P. Arora Vikas Publishing House Pvt. Ltd. New Delhi.
- Office Organisation & Management - R.K. Chopada & Ankita Chopada, Himalay Publishing House, Bombay
- Office Organisation & Management –Reddy & Apponnaiah, Himalay Publishing House, Bombay
- Office Management – I.M. Sahai, Kitab Mahal, Allahabad
- Office Management – P.K.Gosh, Sultan Chand and Son's, New Delhi.
- Office Organisation and Management – C.B.Gupta, Sultan Chand and Son's, New Delhi.
- Office Management and Secretarial Practice – S.P.Sing, Gyan Publishing House, New Delhi.
- Office Management – V Balachandran and V Chandrasekaran, Tata Mc Graw Hill, New Delhi.
- Green Office Management, www. Govhk., Internet, Gov HK

Session Plan

| Topics | Readings | No. of Session |
|--|---|----------------|
| <p>Unit 1 - Introduction of Modern Office Management</p> <ul style="list-style-type: none"> ➤ Modern Office - Meaning, Definition, Characteristics, Functions & Changing Office view Past, Present & Future ➤ Office Management - Meaning, Definition & Elements ➤ Office Organisations - Office Manager- Meaning, Definition, Functions, Duties, Responsibilities & Effective Management Techniques ➤ Office Employees Types, Qualities, recruitment & Training. | <p>Reference Text- Office Organisation & Management - R.K. Chopada & Ankita Chopada, Himalay Publishing House, Bombay</p> <p>Required Reading- https://www.himpub.com/documents/chapter871.pdf</p> <p>Case- Modern offices of Business</p> | 10 |
| <p>Unit 2 - Office Layout & Environment</p> <ul style="list-style-type: none"> ➤ Office Layout- Meaning, Definition & Selection of office layout -Objectives, Principles, office layout Components ➤ Office Environment - Meaning, Definition Nature, Factors & Importance Office Safety & Remedies | <p>Reference Text- Office Management – I.M. Sahai, Kitab Mahal, Allahabad</p> <p>Required Reading- https://www.himpub.com/documents/chapter871.pdf</p> <p>Case- Case study of high class modern office design</p> | 10 |
| <p>Unit 3 - Office System procedures</p> <ul style="list-style-type: none"> ➤ Office System - Meaning Objectives, ➤ Flow of Work- Objectives & Difficulties ➤ Planning & Scheduling of Office Work | <p>Reference Text- Office Organisation and Management – C.B.Gupta, Sultan Chand and Son's, New Delhi.</p> <p>Required Reading- https://sist.sathyabama.ac.in/sist_coursematerial/uploads/SBAA1407.pdf https://www.acbar.org/upload/1512968332309.pdf</p> <p>First Internal Test</p> | 10 |
| <p>Unit 4 - Office Forms and Servicers</p> <ul style="list-style-type: none"> ➤ Office Forms - Types, control and Standardisation ➤ Mail Services - Courier, Speed Post, Fax, E-mail Services ➤ Office Stationery - Standardisation - issue of Stationery | <p>Reference Text- Office Organisation & Management –Reddy & Apponnaiah, Himalay Publishing House, Bombay</p> <p>Required Reading- https://sist.sathyabama.ac.in/sist_coursematerial/uploads/SBAA1407.pdf</p> <p>Case- Modern Office Services of Production & Service Industry. https://www.restore.co.uk/Records/Resource-Hub/Case-Studies</p> | 10 |
| <p>Unit 5 - Office Record Management</p> <ul style="list-style-type: none"> ➤ Meaning, Definition & Objectives, Organisations of Record Department ➤ Principles - Retention & Disposition of Records ➤ Green office Management - Meaning, Objectives ➤ Practices Implementation | <p>Reference Text- Office Management and Secretarial Practice – S.P.Sing, Gyan Publishing House, New Delhi.</p> <p>Required Reading- Green Office Management, www. Govhk., Internet, Gov HK</p> <p>Case- https://www.scribd.com/document/273283051/Office-Systems-and-Procedures https://www.linkedin.com/pulse/case-study-effective-meetings-nonsuch-group</p> | 10 |

| | | |
|--|---|------------------|
| <p>Unit 6 - Office Meetings</p> <ul style="list-style-type: none">➤ Office Meetings - Meaning, Definition, Purpose➤ Types of Meetings, Factors of successful Meetings➤ Online Meeting | <p>Reference Text- Office Management – V Balachandran and V Chandrasekaran, Tata Mc Graw Hill, New Delhi.</p> <p>Second Internal Test</p> | <p>10</p> |
|--|---|------------------|



Kavayitri Bahinabai Chaudhari North Maharashtra University, Jalgaon
Faculty of Commerce & Management
B.Com (Honors/Research) Major - Advanced Accountancy/ Advanced
Costing/Business Administration, Minor - Computer Management/Banking &
Finance
(W. E. F. 2024-25)



124B: Cooperative Law and Micro Finances-II

Credit – 04

Duration – 60 Hours

Course Learning Objectives:

- To introduce the scope of Micro finance & Co-operative Societies Act 1960
- To prepare for competitive examinations.
- To make students build their career in the field of Co-operation and Rural Development.
- To acquaint the students with the concept of co- operation and its movement.
- To make students build their career in the field of Micro Finance
- To acquaint the students with the concept of co-operation and its movement
- How Microfinance help to eradicate poverty

Course Learning Outcomes:

The successful completion of this course enables the students

| CLO No. | CLO | Cognitive level |
|----------------|--|------------------------|
| 1 | This paper gives the students the ability to understand the parameters to assess opportunities in legal field. | 1 |
| 2 | Micro Finance concept provide new way of career in Finance and management | 2 |
| 3 | An easy-to-understand explanation of various Financial & Legal Terms which applicable in practical life. | 3 |

Text Book:

1. Understanding Microfinance- by Debadutta K. Panda
2. Impact of Micro-Finance on Rural Economy- by Biplab Kumar Dey and Mihir Kumar Shome
3. Impact of Microfinance Self Help Groups On Poverty Alleviation- by Malcolm Harper

Reference Books:

1. www.nabard.org
2. [www. wto.org](http://www.wto.org)
3. Impact of Microfinance Self Help Groups On Poverty Alleviation
4. Microfinance in India by K.G. Karmakar
5. Micro-Finance: Perspective and Operations”, Indian Institute of Banking & Finance. First published 2009. Revised edition, 2014. Published by Macmillan IndiaPrivate Ltd.

Session Plan

| Topics | Readings | No. of Session |
|--|--|----------------|
| <p>Unit 1 – Micro Finance Institution in India</p> <ul style="list-style-type: none"> ➤ Current Status of Micro Finance in India, Objectives, Features, Structure of Microfinance ➤ Famous Microfinance in India : <ol style="list-style-type: none"> 1. Bandhan Bank 2. SKS Microfinance 3. Ujjivan Small Finance Bank 4. Bharat Financial Inclusion Limited 5. ESAF Small Finance Bank 6. Svatantra Microfin Pvt. Ltd. 7. Janalakshmi Financial Services 8. Grameen Koota Financial Services 9. Satin Creditcare Network Limited 10. Equitas Small Finance Bank 11. Suryoday Small Finance Bank 12. Annapurna Finance Pvt. Ltd 13. Arohan Financial Services Pvt. Ltd 14. Muthoot Microfin Limited 15. Credit Access Grameen Limited 16. Sonata Finance Private Limited 17. Fusion Microfinance Private Limited | <p>Reference Text Impact of Micro-Finance on Rural Economy- by Biplab Kumar Dey and Mihir Kumar Shome</p> <p>Required Reading https://moneymint.com/top-50-microfinance-institutions-india/</p> <p>Case: https://www.inventiva.co.in/trends/microfinance-companies-in-india-in-2023/</p> <p>https://www.bankbazaar.com/personal-loan/microfinance-institutions.html</p> <ul style="list-style-type: none"> ➤ Quiz ➤ Field Visit ➤ Internal Test | 10 |
| <p>Unit: 2. Microfinance & its Model</p> <ul style="list-style-type: none"> ➤ Introduction ➤ Need of Microfinance ➤ Growth of Microfinance ➤ Development of Microfinance ➤ Importance of Microfinance ➤ Models of Microfinance ➤ Problems / Issues Faced By Microfinance ➤ Significant Challenges Faced By Microfinance ➤ Measures to Overcome Challenges | <p>Reference Text 1. Microfinance Handbook: An Institutional and Financial Perspective (Sustainable Banking with the Poor)</p> <p>Required Reading https://wirc-icai.org/wirc-reference-manual/part6/multi-state-co-operative-societies-act-2002.html</p> <p>Case: https://www.indiacode.nic.in/handle/123456789/1914?sam_handle=123456789/1362</p> <p>Quiz, Field Visit</p> | 10 |
| <p>Unit 3 - Contribution to the development of Co-operative Movement in India</p> <ul style="list-style-type: none"> ➤ Importance of Cooperative sector for India ➤ Famous Personalities in cooperative movement ➤ 10 Best Cooperative Societies In India | <p>Reference Text Worker Cooperatives in India by Surender Pratap</p> <p>Required Reading https://cooperation.gov.in/sites/default/files/2022-12/History_of_cooperatives_Movement.pdf</p> <p>https://www.jstor.org/stable/27767638</p> <p>Case: https://studynotes1.com/contribution-in-the-co-operative-movement</p> | 10 |

| | | |
|--|--|----|
| <p>Unit 4 - Microfinance Risks</p> <ul style="list-style-type: none"> ➤ Introduction ➤ Microfinance Risks and Challenges ➤ Major Risks to Microfinance Institutions ➤ Financial Risks ➤ Credit risk ➤ Transaction risk ➤ Portfolio risk ➤ Liquidity risk ➤ Risk Interaction ➤ Strategic Risks ➤ Governance risk ➤ Reputation Risk ➤ Additional Challenges for MFIs ➤ Rapid growth and expansion ➤ Succession planning ➤ New product development ➤ Effective Risk Management ➤ Risk Management Feedback Loop | <p>Reference Text The Microfinance Revolution: Sustainable Finance for the Poor (Paperback) by Marguerite S. Robinson</p> <p>Required Reading Risk Management In Microfinance Institutions: A Case Study Of Brac, By Tony Merna (Author)</p> <p>Managing Risk and Creating Value with Microfinance Mike Goldberg, Eric Palladini World Bank Publications, 1 Apr 2010 - Business & Economics</p> <p>Case: https://documents.worldbank.org/curated/en/610041468743654905/pdf/wdr27900.pdf</p> <p>Home Assignment/Flipped Classroom First Internal Test</p> | 15 |
| <p>Unit 5 - Workers' Cooperatives-Success & Failure of Indian Workers' Cooperatives</p> <ul style="list-style-type: none"> ➤ Introduction ➤ What is Workers' Cooperative? ➤ The Uralungal Labour Contract Cooperative Society Limited (ULCCS Ltd) ➤ Self Employed Women's Association (SEWA) ➤ The Indian Coffee House (ICH) ➤ Gambhira Farming Cooperative Society Limited (GFCSL) ➤ Shri Mahila Griha Udyog (Lijjat) ➤ Working Women's Forum – India (WWF) ➤ Kamani Tubes Workers' Cooperative Society Limited (KTLWCS) ➤ Mumbai Tiffin Box Supplier's Association (MTBSA) ➤ What works for a Workers' Cooperative? | <p>Reference Text Cooperative Business Law: A Practical Guide to the Special Laws Governing Cooperatives Paperback – March 20, 2024 by Michael W Droke (Author)</p> <p>Required Reading Cooperatives at Work (The Future of Work) Paperback – January 25, 2023, by George Cheney, Matt Noyes, Emi Do, Marcelo Vieta.</p> <p>Case: http://www.ulccsltd.com/ http://sewa.org/ http://www.lijjat.com/ http://www.indiancoffeehouse.com/ http://www.dabbawala.in/ http://workingwomensforum.org/ http://kamanitubes.com/index.aspx</p> <p>Home Assignment/Flipped Classroom</p> | 15 |
| <p>Unit 6 - White Revolution in India- A Dairy Transformation: Case Study</p> <ul style="list-style-type: none"> ➤ Introduction ➤ Characteristics of the white revolution ➤ Sustained expansion in milk production ➤ Obstacles encountered by India during operation flood ➤ Concerns related to policies and regulations ➤ The Anand pattern of cooperatives ➤ Operation flood - a cooperative movement ➤ Importance of operation flood ➤ Challenges encountered by dairy farmers in India. ➤ Programs for ensuring and maintaining the quality and assurance of products or services. ➤ Indian government's policy on milk | <p>Reference Text India holds the distinction of being the fore most milk producer in terms of quantity , Sharma Naina</p> <p>The Ministry of Fisheries. “Animal Husbandry, and Dairying”. India has the top position in global milk production, accounting for 24% of the total worldwide milk production (2023).</p> <p>Required Reading https://milkcooperation.gov.in/sites/default/files/2022-12/History_of_Milk_cooperatives_Movement.pdf https://www.istor.org/stable/27767638</p> <p>Case:</p> <ul style="list-style-type: none"> • white revolution: Amul <p>Home Assignment/Flipped Classroom Second Internal Test</p> | 15 |



Kavayitri Bahinabai Chaudhari North Maharashtra University, Jalgaon
Faculty of Commerce & Management
B.Com (Honors/Research) Major - Advanced Accountancy/ Advanced
Costing/Business Administration, Minor - Computer Management/Banking &
Finance
(W. E. F. 2024-25)



124C: Insurance Management

Credit – 04

Duration – 60 Hours

Course Learning Objectives

1. To acquaint students with the concept of Insurance.
2. To introduce the scope of Insurance including Life & General Insurance.
3. To make the students aware of carrier opportunities in the field of Insurance.

Course Learning Outcomes:

The successful completion of this course enables the students

| CLO No. | CLO | Cognitive level |
|---------|---|-----------------|
| 1 | Students will have a solid understanding of the Insurance | 1 |
| 2 | Students will be able to apply their knowledge of life and general insurance. | 3 |
| 3 | Students will equip students with the ability to critically analyze and make ethical decisions in insurance sector. | 5 |

Reference Books:

1. Insurance -- Principles & Practices of Insurance – By : G.S. Pande
2. Theory & Practice of Life Insurance – By : Mitra
3. Insurance Principles & Practice – By : M.N.Mishra & S.B. Mishra (S. Chand Publication)
4. Insurance – Principles and Practice – Vinayakan, N M Radha swamy & V Vasudevan.
5. Life Insurance in India – G R Desai.
6. Insurance & Risk Management – By : P.K.Gupta (Himalaya Publication)
7. Legal Aspects of Insurance- P.K.Gupta Himalaya Publishing House, Mumbai, First Ed.2006.
8. Books Published By Insurance Institutes Of India, New Delhi
9. Principles and Practice of Insurance – Dr. P.Periasamy (Himalaya Publication)

Session Plan

| Topics | Readings | No. of Session |
|--|---|----------------|
| Unit 1 - Concept of Insurance <ul style="list-style-type: none"> ➤ Meaning, Definition & Scope, Need ➤ Types: Human & Business, Types of Business Risk. ➤ Insurance Contract: Meaning, Components. | Reference Text: Insurance Principles & Practice by M.N.Mishra & S.B. Mishra (S. Chand Publication) Home Assignment What is Insurance? Explain Scope and Need of Insurance? | 10 |

| | | |
|--|--|------------------|
| <p>Unit 2 - Life Insurance</p> <ul style="list-style-type: none"> ➤ Meaning, Definition, Need, Principles of Life Insurance. ➤ Types of life insurance policies, ➤ Whole life, Endowment, money back, unit linked insurance policy, pension plan. | <p>Reference Text Theory & Practice of Life Insurance by Mitra</p> <p>Home Assignments Seminar on Types of Life Insurance Policies</p> | <p>10</p> |
| <p>Unit 3 - Practice of Life Insurance</p> <ul style="list-style-type: none"> ➤ Overview of the Indian Insurance Market ➤ Growth of Insurance business in India, Organizational ➤ Government and Privet Sector Companies providing life insurance ➤ Structure of the Life Insurance Corporation of India (LIC), ➤ Appointment of life insurance agents and their functions – Need of an agent in life insurance selling. | <p>Reference Text Life Insurance in India – G R Desai.</p> <p>Home Assignments Seminar on Government and Privet Sectof Companies providing Life Insurance</p> | <p>10</p> |
| <p>Unit 3 - General Insurance</p> <ul style="list-style-type: none"> ➤ Meaning, Definition, Need, Principles of General Insurance. ➤ Types of General Insurance - Fire, Marine, Motor, Personal Accident, Health, ➤ Study of various policies and insurance cover. | <p>Reference Text Insurance – Principles and Practice – Vinayakan, N M Radha swamy & V Vasudevan.</p> <p>First Internal Test Describe Need and Principles of General Insurance?</p> | <p>10</p> |
| <p>Unit 5 - Group Insurance</p> <ul style="list-style-type: none"> ➤ Importance of group insurance schemes, ➤ Main features of group insurance schemes, ➤ Eligibility conditions in group insurance, ➤ Different types of group insurance schemes. | <p>Reference Text Insurance & Risk Management - By P.K.Gupta (Himalaya Publication)</p> <p>Seminar Importance of Group Insurance</p> | <p>10</p> |
| <p>Unit 6 - Concpet of E-Insurance</p> <ul style="list-style-type: none"> ➤ E-Insurance meaning, ➤ Features of e-insurance account, ➤ Benefits of e-insurance account IRCA ➤ Guidelines for e-insurance policies, Meaning of e-insurance account, ➤ opening of e-insurance ➤ account by insurance repository branch and approved persons, ➤ KYC documents | <p>Reference Text Principles and Practice of Insurance by Dr. P.Periasamy (Himalaya Publication)</p> <p>Second Internal Test Explain the Features and Benefits of E-Insurance account?</p> | <p>10</p> |



Kavayitri Bahinabai Chaudhari North Maharashtra University, Jalgaon
Faculty of Commerce & Management
B.Com (Honors/Research) Major - Advanced Accountancy/ Advanced
Costing/Business Administration, Minor - Computer Management/Banking &
Finance
(W. E. F. 2024-25)



124D: Business Statistics-II

Credit – 04

Duration – 60 Hours

Course Learning Objectives:

- To acquaint the students with the key concepts of statistics.
- To make students aware about statistics fundamentals
- To train in using central tendency calculation
- To prepare in using Excel for statistics
- To enable the students to use the business statistics concepts in the day-to-day business life.

Course Learning Outcomes:

The successful completion of this course enables the students

| CLO No. | CLO | Cognitive level |
|----------------|---|------------------------|
| 1 | Students will be able to understand statistics fundamentals | 1 |
| 2 | Students understand central tendency calculation | 3 |
| 3 | Students will be ready to practice Excel for statistics | 4 |

Reference Book:

- Business Statistics By S. C. Gupta, Indra Gupta - Himalaya Publishing House
- Goon, A.M., Gupta, M.K. and Dasgupta, B. (2002): Fundamentals of Statistics, Vol. I& II, 8th Edn. The World Press, Kolkata.
- Miller, Irwin and Miller, Marylees (2006): John E. Freund's Mathematical Statistics with Applications, (7th Edn.), Pearson Education, Asia.
- Mood, A.M., Graybill, F.A. and Boes, D.C. (2007): Introduction to the Theory of Statistics, Tata McGraw-Hill Pub. Co. Ltd.
- Tukey, J.W.(1977) : Exploratory Data Analysis, Addison-Wesley Publishing Co.
- Ritu Aror (2023) : Mastering Advanced Excel, BPB Publications

Session Plan:

| Topics | Readings | No. of Session |
|---|--|-----------------------|
| Unit 1 - Introduction to Statistics <ul style="list-style-type: none">➤ Statistics: Definition and scope.➤ Data: quantitative and qualitative, cross-sectional and time-series, discrete and continuous.➤ Scales of measurement: nominal, ordinal, interval and ratio. | Activity: List applications of statistics in various sectors | 10 |

| | | |
|---|---|------------------|
| <p>Unit 2 - Measures of Central Tendency</p> <ul style="list-style-type: none"> ➤ Presentation of data: tabular and graphical. ➤ Frequency distributions, cumulative frequency distributions and their graphical representations ➤ Measures of Central Tendency: Mean, Median, Mode. ➤ Problems on Mean, Median, Mode ➤ Measures of Dispersion: Range | <p>Activity:</p> <p>Calculate mean , mode and median of marks scored by 10 students</p> | <p>10</p> |
| <p>Unit 3 - Correlation</p> <ul style="list-style-type: none"> ➤ Meaning of correlation ➤ Types of correlation: - Positive correlation, negative correlation, perfect correlation and spurious correlation ➤ Scatter diagram ➤ Karl Pearson’s coefficient of correlation and important properties of it (without proof) ➤ Rank correlation: - Meaning of rank, Spearman’s rank correlation coefficient with and without ties (without proof) ➤ Numerical problems. | <p>Activity:</p> <p>Calculate Correction and Prepare Scatter Diagram</p> <p>First Internal Test</p> | <p>10</p> |
| <p>Unit 4 - Regression</p> <ul style="list-style-type: none"> ➤ Meaning and uses of regression ➤ Statement of regression equations ➤ Regression coefficients ➤ Statement of properties of regression coefficients ➤ Standard error of regression estimates (without proof) ➤ Coefficients of determination and non-determination ➤ Explained and unexplained variation ➤ Numerical problems | <p>Activity:</p> <p>Determine Regression Coefficients</p> | <p>10</p> |
| <p>Unit 5 - Excel for calculations</p> <ul style="list-style-type: none"> ➤ Steps for using mathematical, logical and statistical functions in Excel. ➤ Use data of customers, bank, insurance etc. | <p>Activity:</p> <p>Perform use of mathematical, logical and statistical functions in Excel</p> | <p>10</p> |
| <p>Unit 6 - Probability</p> <ul style="list-style-type: none"> ➤ Relevance of Probability Theory, Random and non-random experiments ➤ Meaning of sample space and event ➤ Mathematical definition of probability ➤ Axioms of probability ➤ Statement of addition theorem of probability up to three events ➤ Numerical problems | <p>Activity:</p> <p>Numerical problems on Probability</p> <p>Second Internal Test</p> | <p>10</p> |



Kavayitri Bahinabai Chaudhari North Maharashtra University, Jalgaon
Faculty of Commerce & Management
B.Com (Honors/Research) Major - Advanced Accountancy/ Advanced
Costing/Business Administration, Minor - Computer Management/Banking &
Finance
(W. E. F. 2024-25)



124E: Geography of Resources and Environment

Credit – 04

Duration – 60 Hours

Course Learning Objectives:

1. To acquaint the pupils with the living conditions of men in different parts of the globe.
2. To enable the pupils to acquire a knowledge of natural resources.
3. To develop in pupils an understanding of how the environment and climatic factors have influenced our life.

Course Learning Outcomes:

The successful completion of this course enables the students

| CLO No. | CLO | Cognitive level |
|----------------|--|------------------------|
| 1 | Develop an idea about resource and Understand the concept of different types of resources. | 1 |
| 2 | Acquire knowledge about different types of power resources. | 3 |
| 3 | Explain population - resource relationship and different types of population resources | 5 |

References:

- Chempremave J. D. (1989): Geography and Energy, Longman Scientific and Technical Series. U. K.
- Daji J. A., Kadam J. R. and Patil, N. D. (1996): A Textbook of Soil Science, Media Promoters & Publishers Pvt. Ltd. Bombay.
- Gurjar & Jat (2008): Geography of Water Resources, Rawat Publications, Jaipur.
- Negi B. S. (1997): Geography of Resources, Kedarnath Ramnath, Meerut.
- Owen S. and Owens P.L. (1991) : Environment Resources and Conservation, CambridgeUniversity Press, New York.
- Ray S. (2008) : Natural Resources, Organization & Technology Linkages, RawatPublication, Jaipur.
- Saxena H. M. (2006) : Environmental Geography, Rawat Publications, Jaipur.
- Singh S. (2004) : Environmental Geography, Prayag Pustak Bhawan, Allahabad.
- Skinner B. J. (1969) : Earth Resources, Prentice-Hall, Englewood Cliffs, N. J.
- World Resources Institute (WRI) 1994: World Resources 1994-95, Oxford UniversityPress, New York.
- Zimmerman E. W. (1951) : World Resources & Industries.

Session Plan

| Unit No. | Topic | Sub Topic | No. of Sessions |
|-----------------|---|---|------------------------|
| 1 | Introduction to Resource Geography | <p>A. Meaning and Definition of Resource, a. Importance of the study of resources, b. Components of resources, natural and human.</p> <p>B. Classification of Resources a. Basis of Classification: renewable and non-renewable resources, b. Importance of biotic and abiotic renewable resources, c. Importance of biotic and abiotic non-renewable resources.</p> | 10 |
| 2 | Forest and Water Resources | <p>A. Forest Resources a. Use of forest resources, b. Environmental significance of forests, c. Distribution of Forest resources in Maharashtra and India, d. deforestation,</p> <p>B. Water Resources a. Water as a resource, b. significance and utilization of water resources, c. Distribution of water resources in Maharashtra and India,</p> | 12 |
| 3 | Land Resources | <p>Land Resources a. Significance and utilization of land resources, b. Distribution of land resources in Maharashtra and India, c. Use of land resources: agriculture, forest, mining, settlements & etc,</p> | 08 |
| 4 | Mineral and Energy Resources | <p>A. Mineral Resources a. World distribution and production of iron ore, bauxite in major Countries, b. Distribution and production of iron ore, bauxite in India, Distribution, and production of iron ore, bauxite in Maharashtra.</p> <p>B. Energy Resources a. Distribution and production of coal, petroleum and natural gas in World, India & Maharashtra, b. Significance and utilization of solar, wind and nuclear energy resources in World, India, and Maharashtra.</p> | 12 |

| | | | |
|---|---|---|----|
| 5 | Human Resources | Human Resources a. Population as a resource, b. World distribution of population, c. Population distribution in India, d. Population distribution in Maharashtra, Concepts of over, optimum and under population. | 08 |
| 6 | Resources and Economic development | A. Role of land resources in economic development, B. Role of water resources in economic development, C. Role of mineral resources in economic development, D. Role of energy resources in economic development, E. Role of human resources in economic development. | 10 |



Kavayitri Bahinabai Chaudhari North Maharashtra University, Jalgaon
Faculty of Commerce & Management
B.Com (Honors/Research) Major - Advanced Accountancy/ Advanced
Costing/Business Administration, Minor - Economics/Computer
Management/Banking & Finance
(W. E. F. 2024-25)



ENG 123: English for All-II

Credit – 02

Duration – 30 Hours

Course Learning Objectives:

- To introduce essential skills of written communication in English
- To enable learners to use these skills effectively in academic and non-academic contexts

Course Learning Outcomes:

The successful completion of this course enables the students

| CLO No. | CLO | Cognitive level |
|---------|---|-----------------|
| 1 | Identify the essential skills of written communication in English | 1 |
| 2 | Communicate effectively and confidently in written English | 3 |

Reference Book:

- Bakshi, Sharma Richa. Descriptive English. New Delhi: Arihant Publication, 2016.
- Chaturvedi, P.D. Professional Communication. New Delhi: Pearson, 2011.
- Dey, Sushmit and et al. Business Communication. Mumbai: Reliable Publication, 2012.
- Mohan. Krishna and Meera Banerji. Developing Communication Skills. New Delhi: MacMillan Publisher India Ltd., 2012.
- Murphy, Hetra A. and rt.al. Effective Business Communication. New Delhi: Tata McGraw Hill Foundation Private Ltd, 2009.
- Raman, Meenakshi & Sangeeta Sharma. Technical Communication: Principles and Practice. 3rd edition. New Delhi: Oxford University Press, 2015.
- Rao, Nageshwar and Rajendra Rao. Communication Skills. Mumbai: Himalaya Publishing House, 2012.
- Rizvi, m Ashraf. Effective Technical Communication. New Delhi: Tata McGraw Hill Education Private Ltd, 2012.
- Taylor, Shirley and V. Chandra. Communication for Business A Practical Approach. New Delhi: Macmillan, 2008.

Session Plan

| Topics | No. of Session |
|---|----------------|
| Unit 1 - An Introduction to Written Communication (Theory) (Credit 01) A) Basic of Written Communication 1. Nature, Scope and Features of Written Communication 2. Types of Written Communication 3. Barriers of Written Communication and strategies for overcoming the barriers B) Grammar Skill 1. Tenses and functions of Tenses 2. Punctuation | 10 |

| | |
|--|------------------|
| | |
| <p>Unit 2 - Writing Skill (Practical) (Credit 01)</p> <ol style="list-style-type: none"> 1. Letter Writing: Formal and Informal 2. Job Application and Bio-data, Curricular Vita, Resume 3. Email and SMS 4. Blog Writing, 5. Book Review 6. Note-Making 7. Memos, Circulars and 8. Notice and Agenda 9. Minutes of the Meeting 10. Report Writing: | <p>20</p> |

Note:

- In Practical, a teacher has to conduct the practical on the given topics and ask the students to complete practical on any **five** topics from the list in the classroom. Journal of Practical Unit must be maintained by the students.
- Theory unit is only for University (External) Examination (30 Marks)
- Practical Unit is only for College (Internal) Examination. (20 Marks)
- The College (Internal) Examination will be based on the Practical Unit. (Journal for 10 marks and Oral Examination/Presentation/Group Discussion/seminar and the like for 10. Marks)



Kavayitri Bahinabai Chaudhari North Maharashtra University, Jalgaon
Faculty of Commerce & Management
B.Com (Honors/Research) Major - Advanced Accountancy/ Advanced
Costing/Business Administration, Minor - Computer Management/Banking &
Finance
(W. E. F. 2024-25)



125A: Corporate Regulatory Framework

Credit – 02

Duration – 30 Hours

Course Learning Objectives

1. To Understand the Foundations of Business Law
2. To Analyze Business Structures and Agreements
3. To Apply Legal and Ethical Principles

Course Learning Outcomes:

The successful completion of this course enables the students

| CLO No. | CLO | Cognitive level |
|---------|---|-----------------|
| 1 | Students will have a solid understanding of the fundamental legal principles governing contracts, partnerships, and companies, including the essential elements, types, and ethical considerations. | 1 |
| 2 | Students will be able to apply their knowledge of contract law, partnership law, and company law to real-world scenarios, including the formation, dissolution, and governance of business entities. | 3 |
| 3 | Students will equip students with the ability to critically analyze and make ethical decisions in contract negotiations, partnership agreements, and corporate governance situations, considering the legal and moral implications. | 5 |

Reference Books:

10. "Indian Contract Act, 1872" by Dr. Avtar Singh
11. "Elements of Mercantile Law" by N.D. Kapoor
12. "Indian Contract Act, 1872" by Dr. Avtar Singh
13. "Business Law" by M.C. Kuchhal
14. "Law of Contract" by Dr. R. K. Bangia
15. "Business Ethics and Corporate Governance" by C.S.V. Murthy
16. "Business Law Including Company Law" by P.C. Tulsian
- 17.

Session Plan

| Topics | Readings | No. of Session |
|--|---|----------------|
| Unit 1 - Fundamentals of Contract Law <ul style="list-style-type: none"> • Introduction to Contract Law • Elements of a Contract (Offer, Acceptance, Consideration, Intention, Legality) • Types of Contracts (Express, Implied, Void, Voidable) • Contractual Capacity and its Implications • Breach of Contract and Remedies • Introduction to Contract Law | Reference Text: "Indian Contract Act, 1872" by Dr. Avtar Singh Required Reading: Introduction to Contract Law Home Assignment Seminar on Introduction to Contract Law | 10 |

| | | |
|--|---|------------------|
| <p>Unit 2 - Partnership Law and Agreements</p> <ul style="list-style-type: none"> • Introduction to Partnership Law • Formation of a Partnership • Rights and Duties of Partners • Partnership Deed and Its Importance • Dissolution and Winding Up of a Partnership • Limited Liability Partnerships (LLPs) and Their Advantages • Ethical Considerations in Partnership Agreements | <p>Reference Text Business Law" by M.C. Kuchhal</p> <p>Required Reading: Introduction to Partnership Law</p> <p>Home Assignments Seminar on Rights and Duties of Partners</p> | <p>10</p> |
| <p>Unit 3 - Company Law and Regulations</p> <ul style="list-style-type: none"> • Introduction to Company Law • Types of Companies (Private, Public, One Person Company, etc.) • Incorporation and Registration of Companies • Memorandum and Articles of Association • Corporate Governance and Responsibilities of Directors • Capital Structure and Shareholders' Rights • Compliance with Company Law Regulations • Ethical Issues in Corporate Governance | <p>Reference Text Business Law Including Company Law" by P.C. Tulsian</p> <p>Required reading Introduction to Company Law</p> <p>Home Assignment Sales Incorporation and Registration of Companies</p> | <p>10</p> |



Kavayitri Bahinabai Chaudhari North Maharashtra University, Jalgaon
Faculty of Commerce & Management
B.Com (Honors/Research) Major - Advanced Accountancy/ Advanced
Costing/Business Administration, Minor - Computer Management/Banking &
Finance
(W. E. F. 2024-25)



125B: Digital Marketing

Credit – 02

Duration – 30 Hours

Course Learning Objectives:

- To create an awareness about Digital Marketing
- To Outline the differences between traditional marketing digital marketing.
- To Understand the role of digital marketing in marketing strategy.
- To Know the importance of effective social media advertising

Course Learning Outcomes:

The successful completion of this course enables the students

| CLO No. | CLO | Cognitive level |
|---------|---|-----------------|
| 1 | Explain the framework of digital marketing | 1 |
| 2 | Prepare digital marketing strategy | 3 |
| 3 | Devise and execute the social media strategy step by step 6 | 5 |

Text Book:

- Digital Marketing by Seema Gupta, McGraw Hill

Reference Book:

- The Art of Digital Marketing, IanDodson, Wiley Latest Edition
- Fundamentals of Digital Marketing, Puneet Singh Bhatia Pearson 1st Edition - 2017
- Digital Marketing, Vandana Ahuja Oxford University Press Latest Edition
- Marketing 4.0: – Moving from Traditional to Digital, Philip Kotler, Wiley 2017

Session Plan

| Topics | Readings | No. of Session |
|--|--|----------------|
| Unit 1 - Introduction to Digital Marketing <ul style="list-style-type: none"> ➤ Digital Marketing and origin of Digital Marketing ➤ Traditional Vs Digital Marketing ➤ Digital Advertising market in India ➤ Digital Marketing strategy ➤ Skills required in digital marketing ➤ Digital Marketing plan | Reference Text The Art of Digital Marketing, IanDodson, Wiley Latest Edition Digital Marketing, Vandana Ahuja Oxford University Press Latest Edition Case Study: Starbucks and Social Media—Striking a Chord with the Indian Consumer | 10 |

| | | |
|---|--|------------------|
| <p>Unit 2 - Search engine advertising</p> <ul style="list-style-type: none"> ➤ Why pay for search advertising ➤ Understanding ad placement ➤ Understanding Ad Ranks ➤ Creating the First Ad campaign | <p>Reference Text Digital Marketing, Vandana Ahuja Oxford University Press Latest Edition</p> <p>Case Study Flipkart.com—Shopping Ka Naya Address</p> <p>First Internal Test</p> | <p>10</p> |
| <p>Unit 3 - Social Media Marketing</p> <ul style="list-style-type: none"> ➤ How to build successful strategy ➤ Facebook Marketing ➤ Facebook for business ➤ Anatomy of an Ad campaign ➤ Adverts ➤ Facebook insights ➤ Other marketing tools | <p>Reference Text Digital Marketing, Vandana Ahuja Oxford University Press Latest Edition</p> <p>Case Study Shoppers Stop—Facebook and Apps for Marketing</p> <p>Second Internal Test</p> | <p>10</p> |



Kavayitri Bahinabai Chaudhari North Maharashtra University, Jalgaon
Faculty of Commerce & Management
B.Com (Honors/Research) Major - Advanced Accountancy/ Advanced
Costing/Business Administration, Minor - Computer Management/Banking &
Finance
(W. E. F. 2024-25)



125C: Financial Literacy - II

Credit – 02

Duration – 30 Hours

Course Learning Objectives:

- To develop the understanding of the basic concept Savings Related Products:
- To understand the Financial Markets
- To develop the awareness of Tax saving Schemes
- To identify and explain and Banking products and services

Course Learning Outcomes:

The successful completion of this course enables the students

| CLO No. | CLO | Cognitive level |
|---------|--|-----------------|
| 1 | The students will be able to understand the importance of Savings Related Products | 1 |
| 2 | The student will be able to understand Financial Markets | 2 |
| 3 | The student will be able to understand Tax saving Schemes | 3 |
| 4 | The student will be able to describe and identify Banking products and services | 4 |

Text Book:

- प्रा.एस.एम.कोलते (२०१४) भारतीय बँकिंग प्रणाली, प्रशांत पब्लिकेशन, जळगाव
- ज.फा.पाटील(संपादित) (२०१०) सार्वजनिक अर्थकारण)फडके प्रकाशन, कोल्हापूर
- डॉ.एन.एल.चव्हाण (२०१४) आधुनिक बँकिंग आणि भारतीय वित्तीय बाजार, प्रशांत बुक हाउस, जळगाव.
- किरण देसले (2021) भारतीय अर्थव्यवस्था, दीपस्तंभ प्रकाशन जळगाव

Reference Books:

- Introduction to Banking-By G. Vijayaragavan Iyengar (Reprint 2009)Excel Books, A-45, Naraina Phase- 1 New Delhi-110028.
- The Indian Financial System – Markets, Institutions and Services – 3 Rd Edition. by- Bharati V. Pathak Pearson Published by Dorling K indersley (India) Pvt. Ltd. Licensees of Pearson Education in South Asia.
- Dynamics of Indian Financial System-Markets, Institutions and Services. Ane’s Student Edition- by Preeti Singh. Ane books Pvt. Ltd., New Delhi,4821, Parwana Bhavan, Ansari Road, Daryaganj, New Delhi. 110002, India.
- Financial Markets and Institutions- 3 rd Edition. by Dr. S. Gurusamy. Tata McGraw Hill Education Pvt. Ltd., New Delhi.
- Management of Banking and Financial Services-2Nd Edition- by Padmalata Suresh, Justin Paul, Pearson Publication Pvt. Ltd.

Session Plan

| Topics | Readings | No. of Session |
|---|--|-----------------------|
| Unit 1 - Savings Related Products 1.1 Types of bank accounts: Savings account, Current account, fixed deposits, recurring *deposits, Special Term Deposit Schemes 1.2 Loans and Types of loan advanced by Banks, Various modes of transfer through banking channel: NEFT, RTGS | Reference Text <ul style="list-style-type: none">• Zokaityte, A.(2017) Financial Literacy Education.London: Palgrave Macmillan• T.R.Jain and R.L.Sharma, (2012)Indian financial System, VK Global Publisher• Datt & Sundaram(2018)Indian economy,S,Chand publication, New Delhi .• प्रा.एस.एम.कोलते (२०१४) भारतीय बँकिंग प्रणाली, प्रशांत पब्लिकेशन, जळगाव.• किरण देसले(2021)भारतीय अर्थव्यवस्था दीपस्तंभ प्रकाशन जळगाव | 06 |
| Unit 2 - Financial Markets I 2.1 Capital Market Vs Money Market, Securities and its types, Equity, Debentures or Bonds, IPOs and FPOs, 2.2 Mutual Funds, Types of Mutual Funds, Brokers,sub-brokers | Reference Text <ul style="list-style-type: none">• Sinha, Madhu. (July 2017) Financial Planning: A Ready Reckoner Mc Graw Hill.• Pandit, Amar The Only Financial Planning Book that You Will Ever Need, Network 18 Publications Ltd.• किरण देसले(2021)भारतीय अर्थव्यवस्था दीपस्तंभ प्रकाशन जळगाव | 05 |
| Unit 3 - Financial Inclusion 3.1 Pradhan Mantri Jan Dhan Yojana 3.2 Pradhan Mantri Suraksha Bima Yojana 3.3 Pradhan Mantri Jeevan Jyoti Bima Yojana 3.4 Atal Pension Yojana, MUDRA Loans | Reference Text <ul style="list-style-type: none">• Kothari,R.(2010). Financial Services in India Concept and Application, Sage Publications India Pvt.Ltd New Delhi:• Datt & Sundaram(2018)Indian economy,S,Chand publication, New Delhi• किरण देसले(2021)भारतीय अर्थव्यवस्था दीपस्तंभ प्रकाशन जळगाव | 04 |



Kavayitri Bahinabai Chaudhari North Maharashtra University, Jalgaon
Faculty of Commerce & Management
B.Com (Honors/Research) Major - Advanced Accountancy/ Advanced
Costing/Business Administration, Minor - Computer Management/Banking &
Finance
(W. E. F. 2024-25)



125D: Principles and Practices of Banking-II

Credit – 02

Duration – 30 Hours

Course Learning Objectives:

- To give students the knowledge and functions and Role of Reserve Bank of India.
- To acquire knowledge about working of Indian Banking system.
- To aware the students regarding the Transfer System in India.
- To make the students understand the various services offered and various risks faced by banks.
- To aware the students regarding the Money market & Capital Market in India.

Course Learning Outcomes:

The successful completion of this course enables the students

| CLO No. | CLO | Cognitive level |
|---------|---|-----------------|
| 1 | Students will understand the role and function of Reserve Bank of India. | 1 |
| 2 | Students will acquire knowledge about the functioning of the Indian Banking system. | 2 |
| 3 | Awareness can be created among the students about money transfer system in India. | 3 |
| 4 | Students will Understand the various services offered to public and various risks faced by banks. | 4 |

Text Book:

- भारतीय बँक प्रणाली, डॉ.सतीश कुमार शहा SBPD Publications, 2022
- बँकिंगची तत्वे आणि व्यवहार, प्रा. डॉ. एन. एल. चव्हाण प्रशांत पब्लिकेशन्स, जळगाव २०२२.
- बँकिंग मुलतत्वे आणि कार्यपद्धती, प्रा. डॉ. एन. एल. चव्हाण आणि प्रा. व्ही. एस. जैन, अर्थव पब्लिकेशन्स, जळगाव २०१५.
- भारतीय बँकिंग प्रणाली, प्रा. एस. एम. कोलते, प्रशांत पब्लिकेशन्स, जळगाव २०१४.

Reference Books:

- Modern money and banking: Roger L. Miller& David D. Van Hoose, Mcgra- hill international ed.1993
- Monetary theory :16th ed. M.C.Vaish, Vikas publishing house Pvt. Ltd. 2005
- Basics of Banking & Finance Dr. K. M. Bhattacharya & O P Agrawal.
- Banking Theory & Practice; K.C. Shekhr& Laxmi Shekhar. Vikas Publishing
- Banking Theory, Law & Practice K. P. M. Sunderam& D. N. Varshney S. Chand
- Banking &Finance System: D.M. Mathani & E. Gorden
- Banking &Financial System by K P M Sunderam& D N Varshney S Chand
- The Indian Financial System: Bharati V. Pathak, Pearson Education
- Economic & Political Weekly.
- Principles And Practices of Banking 16th Ed 2021. Skylark publication
- Principles & Practices of Banking 2021,Macmilla Education Noida
- Principles & Practices of Banking,AbhinavkumarMandilvar,Ramesh Publishing House
- Empowering AatmanirbharNiveshak, The First Indian Depository to Register 3 CroreDemat Accounts
- The Indian Capital Market – An OverviewHandbook for NSDL Depository Operations Module.

Session Plan

| Topics | Readings | No. of Session |
|---|--|-----------------------|
| Unit 1 - Multiple Credit Creation <ul style="list-style-type: none">➤ Balance Sheet of Bank➤ Multiple Credit Creation by Commercial Banks: Importance, Process: Credit Expansion & Contraction➤ Deposit Multiplier iv. Limitations | Reference Text Principles & Practices of Banking 2021, Macmillan Education Noida Home Assignment Importance of Multiple Credit Creation | 10 |
| Unit 2 - Principles of Sound Banking <ul style="list-style-type: none">➤ Meaning of Sound Banking➤ Principles of Liquidity, Profitability Safety and Security.➤ Conflict between Liquidity & Profitability. NPA (Non-Performing Assets- concept) | Reference Text Banking Theory and Practice, by Dr. P.K. Srivastava, Himalaya Publishing House, Mumbai. First Internal Test | 10 |
| Unit 3 - Central Banking Structural <ul style="list-style-type: none">➤ Meaning & Functions of Central Banks.➤ Distinctions between Central Banks & Commercial Banks➤ Role of Central Banks in Indian Economy | Reference Text Banking Theory, Law & Practice K P M Sunderam & D N Varshney S Chand. Second Internal Test | 10 |



Kavayitri Bahinabai Chaudhari North Maharashtra University, Jalgaon
Faculty of Commerce & Management
B.Com (Honors/Research) Major - Advanced Accountancy/ Advanced
Costing/Business Administration, Minor - Computer Management/Banking &
Finance
(W. E. F. 2024-25)



125E: Introduction to Data Science

Credit – 02

Duration – 30 Hours

Course Learning Objectives:

- To make students literate about data science concepts
- To train in using data science activities
- To prepare in using Visualization Tools

Course Learning Outcomes:

The successful completion of this course enables the students

| CLO No. | CLO | Cognitive level |
|---------|---|-----------------|
| 1 | Students will be able to understand essential data science concepts | 1 |
| 2 | Students will use Visualization Tool | 3 |
| 3 | Students will be ready to practice data science activities | 4 |

Text Books:

- V.K.Jain, —Data Science and Analytics, Khanna Book Publishing Co.(P) LTD. Edition 2018
- V.K.Jain, —Big Data and Hadoop, Khanna Book Publishing Co.(P) LTD. Edition 2017.
- Seema Acharya, Subhashini Chellappan, “Big Data and Analytics”, Wiley Publications, 1st Ed.,2015

Reference Books:

- Maheshwari Anil, Rakshit, Acharya, —Data Analytics, McGraw Hill, ISBN: 789353160258.
- David Dietrich, Barry Hiller, —Data Science and Big Data Analytics, EMC education services, Wiley publications, 2012, ISBN0-07-120413-X
- Carlo Verellis, —Business Intelligence - Data Mining and Optimization for Decision Making, Wiley Publications, ISBN: 9780470753866

Instructions as to study and examinations

Preparation of Practical file as per list of practical and topics from syllabus is essential

Session Plan

| Topics | Readings | No. of Session |
|--|--|----------------|
| Unit 1 – Introduction to Data Science <ul style="list-style-type: none"> ➤ Introduction to Data Science: Overview of data science and its applications ➤ Role of data scientists and their responsibilities Ethical considerations in data science ➤ Introduction to Data : Types of data: structured, unstructured, and semi-structured data ➤ Data formats: CSV, JSON, XML, etc. Data storage options: databases, data lakes, and data warehouses | Activity: Ask students to list data science tools, visualization tools and prepare comparative chart | 10 |

| | | |
|---|---|------------------|
| <p>Unit 2 – Data Analysis</p> <ul style="list-style-type: none"> ➤ Data Acquisition and Preprocessing: Data sources and collection methods Data cleaning and preprocessing techniques Handling missing data and outliers ➤ Exploratory Data Analysis: Descriptive statistics and summary measures Data visualization techniques Exploring relationships and patterns in data | <p>Activity:</p> <p>Work on training data and perform analysis using any visualization tool SPSS, Excel, PSPP, Tableau etc.</p> | <p>10</p> |
| <p>Unit 3 - Statistical Analysis for Data Science:</p> <ul style="list-style-type: none"> ➤ Probability and probability distributions ➤ Hypothesis testing and confidence intervals ➤ Correlation and regression analysis | <p>Activity:</p> <p>Prepare notes using word & its features. Prepare time table using table. Prepare invitation letter using mail merge Prepare College presentation Add audio – visual effects in ppt</p> | <p>10</p> |
| <p>Suggested List of Practical Assignments</p> <ul style="list-style-type: none"> • Create a sample dataset in excel • Create a sample dataset in different format such as csv, json and XML • Load data of your choice in any format. • Perform necessary data preprocessing steps, such as handling missing values, removing outliers, and addressing data inconsistencies. • Load data of your choice in any format. Calculate basic summary statistics for relevant variables, such as mean, median, standard deviation, and quartiles. • Create appropriate visualizations to explore the relationships and patterns in the data. | | |



Kavayitri Bahinabai Chaudhari North Maharashtra University, Jalgaon
Faculty of Commerce & Management
B. Com (Honors/Research) Major - Advanced Accountancy/ Advanced
Costing/Business Administration, Minor - Computer
Management/Banking & Finance
(W. E. F. 2024-25)



Subject Basket for Co-Curricular Course (CC)

| Course Code | Course Title | No of Credits |
|---------------------------------------|--|----------------------|
| CC-2 (A/B/C/D/E/F/G) | Select any one A) NCC - 2 B) NSS - 2 C) Sports - 2 D) Cultural - 2 E) Student Welfare Activity-2 F) Human Rights and Environment Law G) IPDC-2 H) Market Survey for Experimental Learning | 2 |

Course Code: CC - II (A)**Course Title: NCC – 2**

| | |
|--|---|
| Course Code: CC - II (A) | Course Category: Co-Curricular Course (CC) |
| Course Title: NCC-2 (Basic) | Type: Theory & Practical |
| Total Contact Hours: 30 (2/week) | Course Credits: 02 |
| College Assessment (CA) Marks: 50 Marks | University Assessment (UA): NA |
| Course Objectives: | |
| <ul style="list-style-type: none"> ● To introduce the students the basics of NCC. ● To motivate the students to be a responsible citizen of the country. ● To make them aware of military history and Armed Forces strength of the country. ● To develop the students with impressive personality. | |
| Course Outcomes: | |
| <ul style="list-style-type: none"> ● The students will develop a sense of patriotism and social responsibility. ● The qualities of the Secular outlook, discipline, bearing and obedience would be enriched. ● The students would be the future leaders in the Nation. | |
| Course pre-requisite: | |
| <ul style="list-style-type: none"> ● To study this course, a student must be physically, mentally and medically fit. ● Students and their parents should be willing to undergone the military training. ● It is open for all. | |

Course Content:

| Name of the Topic | Hours |
|--|--------------|
| Unit 1: Tej Chal <ul style="list-style-type: none"> ● Tej Chal se Slaute Karna ● Tej Kadam Taal se Kadam Badalna. ● Formation of squad and Squad Drill. | |
| Unit 2: Leadership Traits <ul style="list-style-type: none"> ● Leadership: Definition and significance. ● Effective Leadership Traits ● Case study of highly effective leaders. | |
| Unit 3: Social Services <ul style="list-style-type: none"> ● Basics of Social service and its need. ● Types of social service activities. | |
| Unit 4: Community Development <ul style="list-style-type: none"> ● Community Development: Meaning and scope. ● Contribution of Youth towards Social Welfare. ● Blood Donation, Adult Education, Prevention of Child Marriage and Child Labor and Child Abuse, Tree Plantation, Cancer and AIDS awareness, Cleanliness Drive. | |
| Total Hours | 30 |

Reference Books:

| Title | Publication |
|---|-----------------------|
| ● Cadet's Hand book – Common subject. All wings. | BY DG NCC, New Delhi. |
| ● Cadet's Hand book – Specialized Subjects, Army, Navy, Air-force | BY DG NCC, New Delhi |
| ● NCC OTA Precise | BY DG NCC, New Delhi |

Evaluation and Assessment (College Assessment 50 Marks) for CC - II (A):

| Sr. No. | Activity | Marks |
|----------------|-----------------------|--------------|
| 1. | Internal Tests -1 | 10 |
| 2. | Internal Tests -2 | 10 |
| 3. | Attendance Mark | 10 |
| 4. | Tasks and assignments | 10 |
| 5. | Social activity | 10 |
| | Total | 50 |

Course Code: CC - II (B)**Course Title: NSS – 2**

| | |
|---|---|
| Course Code: CC - II (B) | Course Category: Co-Curricular Course (CC) |
| Course Title: NSS-2 (National Service Scheme) | Type: Theory & Practical |
| Total Contact Hours: 30 (2/week) | Course Credits: 02 |
| College Assessment (CA) Marks: 50 Marks | University Assessment (UA): NA |
| Course Objectives: | |
| <ul style="list-style-type: none"> ● To groom youth as social centric by applying her/his knowledge towards improvement of the community. ● To develop among themselves a sense of social and civic responsibility and act as agents of social change towards India as a developed Country. | |
| Course Outcomes: | |
| <ul style="list-style-type: none"> ● Understand social responsibility. ● Awareness about social issues. | |

Course Content:

| Name of the Activities | Hours |
|---|--------------|
| <ul style="list-style-type: none"> ● Shramdaan (Campus cleanliness, Maintenance of Plant) ● Important Day celebration (Any five) ● Prohibiting burning of leaves campaign ● Health awareness programme ● HIV-AIDS awareness campaign ● Participation in Awareness rally's (Eradication of weeds, Anti-Tobacco, Open defecation, etc.) ● Survey based studies (Any one) | |
| Total Hours | 30 |

Reference Books:

- National Service Scheme Manual 2006, Govt. of India, Ministry of Youth Affairs.
- Annual Report of NSS, Published by Dept. of Higher Education.
- <https://nss.gov.in>

Note:

1. Awareness programs can be conducted through rally, street plays, posters, slogans, etc.
2. Survey based studies should be carried out on social issues.

Evaluation and Assessment (College Assessment 50 Marks) for CC – II (B):

| Sr. No. | Activity | Marks |
|----------------|--|---|
| 1. | Attendance to Important day celebration (any five), (Republic Day is compulsory) | 10 |
| 2. | Attendance | 10 (Above 90 %) 08 (Between 80 to 90 %) 06 (Between 75 to 80 %) |
| 3. | Shramdaan | 10 |
| 4. | Awareness Campaign (Any Three) | 10 |
| 5. | Survey based studies | 10 |
| | Total | 50 |

Course Code: CC - II (C)**Course Title: Sports – 2**

| | |
|---|---|
| Course Code: CC - II (C) | Course Category: Co-Curricular Course (CC) |
| Course Title: Sports - 2 | Type: Theory & Practical |
| Total Contact Hours: 30 (2/week) | Course Credits: 02 |
| College Assessment (CA) Marks: 50 Marks | University Assessment (UA): NA |
| Course Objectives: | |
| To enable the students: | |
| <ul style="list-style-type: none"> ● To create interest in sports among students. ● To develop the sports knowledge among students. ● To explain the importance of sports to the students. ● To develop physical and mental health through sports. | |
| Course Outcomes: | |
| <ul style="list-style-type: none"> ● Increase in the physical and mental fitness of students through sports. ● The student may develop better grasping power. ● Development of student's personality through sports. ● The students be encouraged for better competition in sports. | |

Course Content:

| Name of the Topic | Hours |
|---|--------------|
| Unit 1: Introduction of Physical Fitness <ul style="list-style-type: none"> ● Introduction ● Meaning and definition of physical fitness. ● Need and importance of physical fitness. ● Components of physical fitness. ● Warm up and cooling down. | |
| Unit 2: Physical Fitness Component <ul style="list-style-type: none"> ● Introduction ● Flexibility ● Muscular Strength ● Muscular Endurance ● Cardiorespiratory Endurance | |
| Unit 3: Olympic Movement <ul style="list-style-type: none"> ● Introduction ● Ancient Olympic ● Modern Olympic ● Types of Olympic – Summer, Winter, Para and Youth Olympic ● Olympic medal winners of India | |
| Total Hours | 30 |

Reference Books:

1. Bucher, C. A., Foundation of Physical Education, St. Louis: The C. V. Mosby Co. W. S. Watson, Physical Fitness and Athletic Performance
2. डॉ. विठ्ठलसिंग परिहार, झुझारसिंग शिलेदार, खेळ संचालन आणि क्रीडा मार्गदर्शन, अभय प्रकाशन, नांदेड, भारत.
3. सुरेशचंद्र नाडकरणी, क्रीडा ज्ञानकोष, मेहता पब्लिकेशन, भारत
4. प्रा. डॉ. गोविंद एस. मारतळे, मैदानी खेळाचे प्रशिक्षण, अथर्व पब्लिकेशन, जळगाव

Evaluation and Assessment for (College Assessment 50 Marks) for CC – II (C):

| Sr. No. | Description | Mark | |
|---------|---|------|---|
| 1. | Attendance sports practices | 10 | Any three from Sr. No. 1 to 5 for 30 Marks. |
| 2. | Sportsmanship and Behaviour | 10 | |
| 3. | Participation in any one Intercollegiate tournament/College Annual Gathering sports | 10 | |
| 4. | Participation in any one Zonal/Open state level tournament | 10 | |
| 5. | Participation in any one University/All India inter university/Open National level tournament | 10 | |
| 6. | Assignments | 20 | |
| | Total Mark | 50 | |

Course Code: CC - II (D)

Course Title: Cultural - 2

| | |
|---|---|
| Course Code: CC - II (D) | Course Category: Co-curricular Course (CC) |
| Course Title: Cultural - 2 | Type: Theory & Practical |
| Total Contact Hours: 30 (2/week) | Course Credits: 02 |
| Internal Assessment (CA) Marks: 50 Marks | University Assessment (UA): NA |

Course Objectives (उद्दिष्ट्ये):

- कविता, कथा, निबंध या वाडःमय प्रकारांचे प्रकार, स्वरूप प्रयोजन समजून घेणे.
- संकलनाचे स्वरूप समजून घेणे.
- सांस्कृतिक उपक्रमांच्या स्वरूपाचा, प्रकारांचा परिचय करून घेणे.
- रॅली चे स्वरूप प्रयोजन समजून घेणे.
- विविध सांस्कृतिक, राष्ट्रीय दिनांचे महत्त्व लक्षात घेणे.

Course Outcomes (फलश्रुती):

- विद्यार्थ्यांना कविता, कथा, निबंध या वाडःमय प्रकारांचे प्रकार, स्वरूप प्रयोजन समजून येईल.
- विद्यार्थ्यांना संकलनाचे स्वरूप समजून घेतील.
- विद्यार्थ्यांना सांस्कृतिक उपक्रमांच्या स्वरूपाचा, प्रकारांचा परिचय होईल.
- विद्यार्थ्यांना रॅली चे स्वरूप व प्रयोजन समजून येईल.
- विविध सांस्कृतिक, राष्ट्रीय दिनांचे महत्त्व विद्यार्थ्यांच्या लक्षात येईल.

Course Content (अभ्यासक्रम आराखडा):

| Name of the Topic | Hours |
|--|--------------|
| 1. कविता -वाडःमय प्रकाराचे स्वरूप, काव्याचे प्रकार | |
| 2. संकलन-स्वरूप, पद्धती | |
| 3. सांस्कृतिक उपक्रम- स्वरूप, प्रकार | |
| 4. रॅली-(फेरी) स्वरूप, प्रयोजन, प्रकार | |
| 5. निबंध लेखन- स्वरूप, प्रकार | |
| 6. विविध राष्ट्रीय/सांस्कृतिक दिन-महत्त्व,प्रयोजन | |
| Total Hours | 30 |

Evaluation and Assessment for Cultural-2, CC - II (D)**सांस्कृतिक उपक्रमातील सहभागा बाबत करावयाची गुणदान पध्दती**

| अ.क्र. | सांस्कृतिक उपक्रमाचे शीर्षक/तपशील | गुण | प्राप्त करावयाचे क्रेडिट |
|--------------------|---|-----------|--|
| 1 | महाविद्यालयाच्या सांस्कृतिक कार्यक्रमात (गॅदरिंग) काव्यवाचन/गायन स्पर्धेत सहभाग | 10 | प्रत्येकी एका सत्रातून दोन क्रेडिट (50 गुण) सोबत दिलेल्या कोणत्याही सांस्कृतिक उपक्रमातून हे गुण मिळविता येतील |
| 2 | महाविद्यालयाच्या सांस्कृतिक कार्यक्रमात (गॅदरिंग) वक्तृत्व स्पर्धेत सहभाग | 10 | |
| 3 | महाविद्यालयाच्या सांस्कृतिक कार्यक्रमात (गॅदरिंग) पाककला स्पर्धेत सहभाग | 10 | |
| 4 | महाविद्यालयाच्या सांस्कृतिक कार्यक्रमात (गॅदरिंग) मेहंदी स्पर्धेत सहभाग | 10 | |
| 5 | महाविद्यालयातर्फे प्रकाशित होणाऱ्या नियतकालिकाचे मुखपृष्ठ तयार करणे | 10 | |
| 6 | महाविद्यालयाच्या कार्यक्रम प्रसंगी करावयाचे फलक रेखाटन | 10 | |
| 7 | विद्यार्थी कल्याण विभागाच्या युवारंगमध्ये सहभाग | 10 | |
| 8 | विद्यार्थी कल्याण विभागाच्या युवारंगमध्ये पारितोषिक | 10 | |
| 9 | महाविद्यालयाच्या सांस्कृतिक कार्यक्रमात (गॅदरिंग) निबंध स्पर्धेत सहभाग | 10 | |
| 10 | महाविद्यालय आयोजित कोणत्याही दोन रॅली-(फेरी) मध्ये सहभाग | 10 | |
| Total Marks | | 50 | |

Course Code: CC - II (E)
Course Title: Student Welfare Activity-2

| | |
|---|---|
| Course Code: CC -II (E) | Course Category: Co-Curricular Course (CC) |
| Course Title: Student Welfare Activity-2 | Type: Theory & Practical |
| Total Contact Hours: 30 (2/week) | Course Credits: 02 |
| College Assessment (CA) Marks: 50 Marks | University Assessment (UA): NA |
| Course Objectives: | |
| <ul style="list-style-type: none"> ● To inculcate the social values and ethos amongst the young minds. ● To make the youth competent enough to survive in this competitive world through various activities and competitions. | |
| Course Outcomes: | |
| <ul style="list-style-type: none"> ● Youth will understand social responsibility with values and ethos. ● Youth will become competent to survive in the competitive world. | |

Course Content:

| Sr. No | Programms | Hours |
|-------------------------------------|--|-------|
| Programms Under Yuvati sabha | | |
| 1. | Agniveer Sainyadal Abhiyan | |
| 2. | Atmanirbhar Yuvati Abhiyan | |
| 3. | Mission Sahasi Abhiyan | |
| One Day Programme | | |
| 4. | Late Bhaisaheb Y.S. Mahajan Elocution Competition for girls | |
| 5. | Late G. V. Abhyankar Marathi Natyageet and Late Shantabai Abhyankar Marathi Bhavagit Competition | |
| 6. | Late Bhaskar Sabanis Inter Collegiate Commerce Quiz and Presentation Competition | |
| 7. | Inter Collegiate Moot Court Competition | |
| Two to Three Days Programme | | |
| 8. | Research Project Presentation Workshop- Two Days | |
| 9. | Fire Safety Workshop – Two Days | |
| 10. | Artistic Skills Development Workshop- Three Days (Drama, Music and Dance) | |
| 11. | Literature Creation workshop- Three Days (Poetry reciting/Storytelling/ Drama Writing/ Elocution/ Debate/Anchoring) | |
| 12. | Fine Arts Study Workshop- Three Days (Painting, Cartooning, Colage, Spot Painting) | |
| 13. | University level Work culture, Personality Development and Leadership Development workshop- Tree Days | |
| 14. | Maitri- Workshop- Three Days | |
| 15. | Sahas (Adventure) Workshop- Three Days | |
| 16. | Youth Parliament Workshop and Competition- Three Days | |
| 17. | University level K.B.C. N.M.U. One act play Competition-Two Days | |

| | | |
|---|--|-----------|
| Yearly Programme (Run throughout the year) | | |
| 18. | Environmental Protection and Conservation awareness Campaign | |
| 19. | Women Health Protection and Rutumati Campaign | |
| 20. | New Technology Skill Campaign | |
| Festival/ Mahotsav | | |
| 21. | Bahinabai Vidyarthi Sahitya Sammelan | |
| 22. | Youth Festival- YUVARANG | |
| 23. | Annabhau Sathe Lok Kala Mahotsav (Folk-art Festival) | |
| 24. | National Film Festival | |
| Special Programmes/Competition | | |
| 25. | National Essay Competition- Organised by K.B.C. N.M.U. Jalgaon | |
| 26. | Vice Chancellors North East Youth Exchange Programme | |
| Total Hours | | 30 |

Note:

If the programmes in the Course content activities are not sanctioned to the college, then in this case if the student attains any other programme organized by college or any agency/society other than NSS and NCC, he or she should be considered for the marks according to the activity prior to check his her certificate/proof of attendance.

Evaluation and Assessment (College Assessment 50 Marks) for CC -II (E):

| Sr. No. | Activity | Marks |
|---------|---|-----------|
| 1 | Attendance to Important day celebration (any five) | 10 |
| 2 | Attendance in Yuvati Sabha or Yearly Programme- (any one) or at least three lectures by eminent personality | 10 |
| 3 | One Day Programme given in the list (any one)/Participation in College level Seminar/Conference/workshop or District level Avishkar, etc | 10 |
| 4 | Two- or three-Days Programme given in the list (any One)/Participation in University level Avishkar/ Seminar/Conference/workshop/ Festivals/ Gathering/cultural activities/Competitions | 10 |
| 5 | Participation in State and National level Avishkar/ Seminar /Conference /workshop/ Festivals/ Gathering/cultural activities/Competitions | 10 |
| | Total | 50 |

Course Code: CC - II (F)**Course Title: Human Rights and Environment Law**

| | |
|--|---|
| Course Code: CC - II (F) | Course Category: Co-Curricular Course (CC) |
| Course Title: Human Rights and Environment Law | Type: Theory & Practical |
| Total Contact Hours: 30 (2/week) | Course Credits: 02 |
| College Assessment (CA) Marks: 50 Marks | University Assessment (UA): NA |
| Course Objectives: | |
| <ul style="list-style-type: none"> • Human rights and environmental standards and sensitize them to the issues. • To develop the ability to critically analyze the human rights situation around them. • To create awareness about human rights and how to be environmentally responsible. • To create awareness about natural resources, ecosystems and their relationship with society, livelihoods, environment and conservation. | |
| Course Outcomes: | |
| <ul style="list-style-type: none"> • All human beings depend on the environment in which we live. • There will be awareness of natural resources, ecosystems and their relationship with society, livelihoods, environment and conservation. • It will be useful to promote human rights and environmental values in the society. | |

Course Content:

| Name of the Topic | Hours |
|--|--------------|
| Unit 1: Concept of Human Rights & Value <ul style="list-style-type: none"> • Meaning, Nature, Scop and Types of Human Rights • Origins of Human Rights • United states declaration of Human rights 1948 • Human Rights in Indian Constitution • Human Values and Present Practices – Issues: Corruption and Bribe, Privacy • Policy in Web and social media, Cyber threats, Online Shopping etc | 10 |
| Unit 2: Environment and Human Rights <ul style="list-style-type: none"> • Environment and Human Rights • Environmental Rights in International Law • Environmental Laws in India- Environment Protection 1986, • Water (Prevention and Control of Pollution) Act 1974, • Air Pollution Control Act 1981 | 10 |
| Unit 3: Ecosystem <ul style="list-style-type: none"> • Concept, structure & functions of ecosystem: producer, consumer, decomposer, food web, food chain, energy flow, Ecological pyramids. • Conservation of Biodiversity- In-situ & Ex- situ conservation of biodiversity. • Role of individual in Pollution control Human Population • Environment Sustainable Development India and Sustainable Development Goals | 10 |
| Total | 30 |

Reference Books:

- 1) Priya Kanjan Trivedi, International Environmental Laws (A P H Publishing Corporation, New Delhi)
- 2) Kanchan Chopra & Gopal Kadekodi, Operationalizing Sustainable Development (Sage publication, 1999)
- 3) S.C. Tripathi, Environmental Law (CLP, 2017)
- 4) Sukanta K. Nanda Environmental Law (CLP, 2015)
- 5) P. Leelakrishnan, Environment Law in India (Lexis Nexis, 2019)
- 6) Samudu Attapattu and Anedrea Schapper, Human Rights and Environment Key Issues, Roulledge New York 2019
- 7) Hannum, Annaya, Sheltan, Celorio, International Human Rights Problems of Law, Policy, and Practice Aspen Publishers
- 8) Zimmermann Andreas, Human Rights and International Humanitarian Law Challenges Ahead, Limited 2022
- 9) Jamesh Smith Science and Technology for Development, Zed Book Ltd.New York 2009
- 10) भारत का संविधान एवं मानव अधिकार, एस बी पी डी पब्लिकेशन्स, आगरा
- 11) जे.सी जोहरी व रश्मी शर्मा: मानव अधिकार , लिंग एवं पर्यावरण, एस बी पी डी पब्लिकेशन्स आगरा
- 12) प्रो.हरिमोहन: मानवाधिकार ओर पर्यावरणसन्तुलन, वाणी प्रकाशन दिल्ली, २००७
- 13) डॉ.महेन्द्र मिश्रा: भारत में मानवाधिकार, एस आर एस पब्लिशर्स दिल्ली, २००८
- 14) पाटील वा.भा: मानवी हक्क: प्रशांत पब्लिकेशन जळगाव
- 15) संभाजी देसाई: जागतिक पर्यावरण: समस्या आव्हाने व उपाय: प्रशांत पब्लिकेशन जळगाव

Evaluation and Assessment (College Assessment 50 Marks), CC – II (F):

| Sr. No. | Activity | Marks |
|----------------|--|--------------|
| 1 | Class Attendance | 05 |
| 2 | Poster Making & Presentation | 05 |
| 3 | Group Discussion | 05 |
| 4 | Participation in Social awareness Programme organized by college. | 05 |
| 5 | Field visit/Social survey/ Visit to NGO (Visit Report) | 10 |
| 6 | Project & Presentation | 20 |
| | Total | 50 |

Course Code: CC - II (G)**Course Title: Integrated Personality Development Course-1 (IPDC-2)**

| | |
|--|---|
| Course Code: CC - II (G) | Course Category: Co-Curricular Course (CC) |
| Course Title: IPDC-2 | Type: Theory & Practical |
| Total Contact Hours: 30 (2/week) | Course Credits: 02 |
| College Assessment (CA) Marks: 50 Marks | University Assessment (UA): NA |
| Course Objectives: <ul style="list-style-type: none"> ● IPDC aims to prepare students for the modern challenges they face in their daily lives. ● Promoting fortitude in the face of failures, Unity amongst family discord, Self-discipline amidst Distractions... and many more priceless lessons. ● Focuses on morality and character development at the core of student growth, to enable students to become self-aware, sincere, and successful in their many roles - as an ambitious student, reliable employee, caring family member, and considerate citizen. | |
| Course Outcomes: <ul style="list-style-type: none"> ● To provide students with a holistic value-based education that will enable them to be successful in their academic, professional, and social lives. ● To give the students the tools to develop effective habits, promote personal growth, and improve their well-being, stability, and productivity. ● To allow students to establish a stronger connection with their family through critical thinking and development of qualities such as unity, forgiveness, empathy, and effective communication. ● To provide students with soft skills that complement their hard skills, making them more marketable when entering the workforce. ● To enhance awareness of India's glory and global values, and to create considerate citizens who strive for the betterment of their family, college, workforce, and nation. ● To inspire students to strive for a higher sense of character by learning from role models who have lived principled, disciplined, and value-based lives. | |

Course Content:

| Name of the Topic | Hours |
|---|--------------|
| Module 1: Remaking, Subject: Begin with the End in Mind Students will learn to visualize their future goals and will structure their lives through smart goals to give themselves direction and ultimately take them to where they want to go. | 2 |
| Module 2: Remaking Yourself, Subject: Being Addiction-Free Students will explore the detrimental effects of addictions on one's health, personal life, and family life. They will learn how to take control of their life by becoming addiction free. | 2 |
| Module 3: Selfless Service, Subject: Case Study: Disaster Relief Students will apply previous lessons of seva, to analyse the case study of the Bhuj earthquake relief work. | 2 |
| Module 4: Soft Skills, Subject: Teamwork & Harmony Students will learn the six steps of teamwork and harmony that are essential for students' professional and daily life. | 2 |

| | |
|---|-----------|
| Module 5: My India My Pride , Subject: Present Scenario To implement the transformation of India from a developing country into a developed country it is necessary to have a value-based citizen. Students will see how the transformation to a greater India relies on the vision and efforts of themselves as a youth. | 2 |
| Module 6: Learning from Legends, Subject: Leading Without Leading Students will explore a new approach to leadership, through humility. | 2 |
| Module 7: My India My Pride, Subject: An Ideal Citizen – 1 Students will learn that to become value-based citizens, they must first develop good values in their lives. They start by exploring the values of responsibility and integrity. | 2 |
| Module 8: My India My Pride, Subject: An Ideal Citizen – 2 Students will learn that by developing the values of loyalty, sincerity, and punctuality; they become indispensable and can leave a strong impression. They will start developing these values by trying to keep perfection in every small task and by looking at the bigger picture. | 2 |
| Module 9: Facing Failures, Subject: Timeless Wisdom for Daily Life Students will learn the role wisdom plays in finding long-term stability. They will use ancient wisdom to solve their modern-day challenges. | 2 |
| Module 10: From House to Home, Subject: Forgive & Forget Students will understand the importance and benefits that forgiveness plays in their personal and professional life. They will learn to apply this knowledge in realistic situations. | 3 |
| Module 11: Remaking Yourself, Subject: Stress Management Students will learn to cope with current and future causes of stress. | 2 |
| Module 12: Remaking Yourself, Subject: Better Health Better Future A healthy body prevents disease and stress; increases positivity, productivity, and brainpower. Students will learn to maintain good health through regular exercise, healthy eating habits, and regular and sufficient sleep. | 2 |
| Module 13: Learning from Legends, Subject: Words of Wisdom A panel of learned and experienced mentors will personally answer practical questions that students face in their daily life. | 2 |
| Module 14: Soft Skills, Subject: Financial Planning Students will develop a variety of practical financial skills that prepare them to become financially stable throughout their future careers. | 2 |
| Module 15: Remaking Yourself, Subject: Impact of Company Students will understand that the type of company that we keep, has a crucial role in determining who we are and who we will become. They will develop the ability to create a positive environment around them. | 2 |
| Total Hours | 30 |

Reference Books:

The IPDC lectures will take place in the college classrooms and will be hosted by a university-appointed course instructor/Faculty. The Teaching resources will be provided by BAPS. Each lecture has four components as shown below:

1 Introductory Film

Each lecture begins with a short film that introduces the topic through modern

production. The original content displays relatable scenarios and visuals that captivate the students' attention and stimulates their curiosity to learn more.

2 Lecture Video

Students watch a lecture video presented by a dynamic speaker. The lecture reinforces the significance and necessity of fundamental principles and skills. The experience of the speaker, eloquence of presentation, and use of interactive visuals collectively create a profound impact on each student's mind and heart.

3 Student Interaction

Student interaction sessions promote stimulating discussion and conversation and help create safe spaces for the healthy exchange of ideas. Thus, each session provides a forum in which students can openly express their emotions and thoughts.

4 Workbook Activities

Workbooks assist students to begin implementing the values taught in the lecture into their personal lives. Reliable research, priceless experience, practical scenarios, and reflective questions are innovatively depicted, motivating students to contemplate and think creatively. There will be one workbook for each semester/phase. Each workbook will be designed and presented by BAPS IPDC Team. These official workbooks would be the course-material for study of IPDC. These workbooks will solve the purpose of study, submission, viva and exams for students.

IPDC Workbook-2

Printed workbook for IPDC-2 is to be procured by students/institutes as per printed price.

Copyrights/Intellectual Rights:

Copyright/IPR of all IPDC materials provided for IPDC Course belongs to BAPS Swaminarayan Sanstha. Hence, the use of all these materials should be limited to the teaching of IPDC course only.



Kavayitri Bahinabai Chaudhari North Maharashtra University, Jalgaon
Faculty of Commerce & Management
B.Com (Honors/Research) Major - Advanced Accountancy/ Advanced
Costing/Business Administration, Minor - Economics/Computer
Management/Banking & Finance
(W. E. F. 2024-25)



Course Title: CC-2 (H) Market Survey for Experimental Learning

Credit – 02

Duration – 30 Hours

Course Learning Objectives:

- Acquainting the students from diverse streams commonly about the Market and Business.
- Study the Business, Trade and Commerce including the growth of Market.
- Provide an exposure to students to real life work situations relevant to Market.
- Investigate the problem and survey the small market and business practices, including services, food industry, vegetable markets.
- Analyze the challenges and opportunities faced by Market and Businessmen in the present age.

Course Learning Outcomes:

The successful completion of this course enables the students

| CLO No. | CLO | Cognitive level |
|----------------|--|------------------------|
| 1 | Describing of Market and business practices with problems | 1 |
| 2 | Simulating the learning process of Market and survey on business. | 2 |
| 3 | Assessing the market framework trade, business and services | 4 |
| 4 | Examine the problems and practical approach towards the market and business. | 5 |

The inclusion of market survey in the course curriculum of the B.Com. programme is one of the ambitious aspects in the programme structure. The main objective of inclusion of market survey is to inculcate the element of critical thinking and challenging the potential of learner as regards to his/ her eager to enquire and ability to interpret particular aspect of the study in his/ her own words. It is expected that the guiding teacher should undertake the counselling sessions and make the awareness among the learners about the survey methodology of formulation, preparation and evaluation pattern of the work.

The Market Survey Report is to be assessed separately by an internal and an external examiner. The Internship-cum-Survey is to carry 20 marks. A Viva Voce is also to be conducted to examine the knowledge and exposure gained by each student through the Market Survey Report. The Head of the Department, the external examiner and the internal examiner constitute the Viva Voce Board. The Viva Voce carries 30 marks. The internal examiner shall be normally, the assigned faculty guide. The course carries two credits.

General guidelines for preparation of Market Survey Report

The student has to select a particular business firm from the following list for finding problems and has to justify the same with the businessmen/consumer opinion. It is mandatory for student to spend a minimum 5 days/ 20 hours of Survey in the local market place.

List of Business and Services

1. Vegetable Seller
2. Fruit Seller
3. Lorry / Hawkers
4. Bakery Shop
5. Grocery Vendor
6. Pan Shop
7. Tea Stall
8. Juice Centre
9. Snacks Centre
10. Flower Shop
11. Bicycle Services Shop
12. Gift Shop
13. Hair Cutting Salon
14. Beauty Palour
15. Fitness Centre
16. Car Washing Centre
17. Photographer
18. Mobile Repairing Services
19. Boutique Store
20. Lunch Home / Mess

Model structure to be followed to maintain the uniformity for Market Survey Report submission

Chapter No. 1: Introduction

Chapter No. 2: Profile of Business Firm

Chapter No. 3: Methodology

Chapter No. 4: Survey Findings

Chapter No. 5: Challenges and Opportunities

Chapter No. 6: Conclusions and Recommendations

• Appendices

The Survey Report shall be evaluated in two stages viz.

Evaluation of Survey Report 20 Marks

- Introduction and other areas covered 5 Marks
- Methodology, Presentation, Analysis and interpretation of data 10 Marks
- Conclusion & Recommendations 5 Marks

Conduct of Viva-voce 30 Marks

- In the course of Viva-voce, the questions may be asked such as importance / relevance of the study, objective of the survey, methodology / mode of Enquiry (question responses) 10 Marks
- Ability to explain the analysis, findings, concluding observations, recommendation, limitations of the Survey 10 Marks
- Overall Impression (including Communication Skill) 20 Marks

Passing Standard

- ❖ In case of failing in the survey work, the same work can be revised for ATKT
- ❖ Absence of student for viva voce: If any student fails to appear for the viva voce on the date and time fixed by the department such student shall appear for the viva voce only along with students of the next batch.