

# **M.COM COURSE STRUCTURE**

**Subject: Commerce**

**M.Com Part-I (500 Marks: 10 Papers 50 each)**

**M.Com Part-II (500 Marks: 10 Papers 50 each)**

## **M.Com. Part I**

<b>TYPE</b>	<b>PAPER</b>	<b>SUBJECT</b>	<b>FULL MARKS</b>	<b>CREDIT</b>
Theory	DCOM 101	Organization Theory and Organization Behaviour	50	5
Theory	DCOM 102	Business Statistics	50	5
Theory	DCOM 103	Marketing Management and Human Resource Management	50	5
Theory	DCOM 104	Financial Institutions and Markets	50	5
Theory	DCOM 105	Managerial Economics	50	5
Theory	DCOM 106	Financial Management and Policy	50	5
Theory	DCOM 107	Advanced Business Statistics	50	5
Theory	DCOM 108	Computer Applications in Business	50	5
Theory	DCOM 109	Quantitative Techniques for Managerial Decisions	50	5
Theory	DCOM 110	Tax Laws and Planning	50	5
<b>Total</b>			<b>500</b>	<b>50</b>



**M.Com. Part II**

**M.Com-Part II 300 Marks: 6 Compulsory Papers**

**200 Marks: 1 Specialization Group of 4 Papers**

**[Total: 500 Marks: 10 Papers]**

<b>TYPE</b>	<b>PAPER</b>	<b>SUBJECT</b>	<b>FULL MARKS</b>	<b>CREDIT</b>
Theory	DCOM 201	Security Analysis and Portfolio Management	50	5
Theory	DCOM 202	Research Methodology	50	5
Theory	DCOM 203	Financial Services	50	5
Theory	DCOM 204	Strategic Management and Corporate Governance	50	5
Theory	DCOM 205	International Financial Management	50	5
Theory	DCOM 206	Corporate Indirect Taxes	50	5
<b>Total</b>			<b>300</b>	<b>30</b>

<b>SPECIALIZATION (ACCOUNTING &amp; FINANCE)</b>				
<b>TYPE</b>	<b>PAPER</b>	<b>SUBJECT</b>	<b>FULL MARKS</b>	<b>CREDIT</b>
Theory	DCOM 207 (AF)	<b>Special Paper: <u>Accounting and Finance</u></b> Advanced Management Accounting	50	5
Theory	DCOM 208 (AF)	<b>Special Paper: <u>Accounting and Finance</u></b> Advanced Financial Accounting	50	5
Theory	DCOM 209 (AF)	<b>Special Paper: <u>Accounting and Finance</u></b> Financial Statement Analysis	50	5
Theory	DCOM 210 (AF)	<b>Special Paper: <u>Accounting and Finance</u></b> Advanced Cost Accounting	50	5
<b>Total</b>			<b>200</b>	<b>20</b>

<b>SPECIALIZATION (COMPUTERIZED ACCOUNTING AND TAXATION)</b>				
<b>TYPE</b>	<b>PAPER</b>	<b>SUBJECT</b>	<b>FULL MARKS</b>	<b>CREDIT</b>
Theory	DCOM 207 (CAT)	<b>Special Paper:</b> <u>Computerized Accounting and Taxation</u> E-Commerce and Computerized Accounting	50	5
Theory	DCOM 208 (CAT)	<b>Special Paper:</b> <u>Computerized Accounting and Taxation</u> Computerized Taxation	50	5
Theory	DCOM 209 (CAT)	<b>Special Paper:</b> <u>Computerized Accounting and Taxation</u> Stock Market Trading (Practical) and Stock Trading Accounting	50	5
Theory	DCOM 210 (CAT)	<b>Special Paper:</b> <u>Computerized Accounting and Taxation</u> Computerized Return Filing	50	5
<b>Total</b>			<b>200</b>	<b>20</b>

<b>SPECIALIZATION (BANKING, INSURANCE AND CAPITAL MARKET)</b>				
<b>TYPE</b>	<b>PAPER</b>	<b>SUBJECT</b>	<b>FULL MARKS</b>	<b>CREDIT</b>
Theory	DCOM 207 (BIC)	<b>Special Paper:</b> <u>Banking, Insurance and Capital Market</u> Indian Banking System	50	5
Theory	DCOM 208 (BIC)	<b>Special Paper:</b> <u>Banking, Insurance and Capital Market</u> Insurance: Principles and Practice	50	5
Theory	DCOM 209 (BIC)	<b>Special Paper:</b> <u>Banking, Insurance and Capital Market</u> Stock Market Operation (Theory) and Stock Market Trading (Practical)	50	5
Theory	DCOM 210 (BIC)	<b>Special Paper:</b> <u>Banking, Insurance and Capital Market</u> Banking Practice and Project Work (Capital Market)	50	5
<b>Total</b>			<b>200</b>	<b>20</b>

**M.Com – PART – I (500 Marks; 10 Papers 50 Each)**

<b><u>PAPER CODE</u></b>	<b><u>SUBJECTS</u></b>
DCOM – 101	Organization Theory and Organization Behaviour
DCOM – 102	Business Statistics
DCOM – 103	Marketing Management and Human Resource Management
DCOM – 104	Financial Institutions and Markets
DCOM – 105	Managerial Economics
DCOM – 106	Financial Management and Policy
DCOM – 107	Advanced Business Statistics
DCOM – 108	Computer Applications in Business
DCOM – 109	Quantitative Techniques for Managerial Decisions
DCOM – 110	Tax Laws and Planning

**M.Com – PART – II (500 Marks; 10 Papers 50 Each)**

<b><u>PAPER CODE</u></b>	<b><u>SUBJECTS</u></b>
DCOM – 201	Security Analysis and Portfolio Management
DCOM – 202	Research Methodology
DCOM – 203	Financial Services
DCOM – 204	Strategic Management and Corporate Governance
DCOM – 205	International Financial Management
DCOM – 206	Corporate Indirect Taxes

**Specialization (Accounting and Finance)**

<b><u>PAPER CODE</u></b>	<b><u>SUBJECTS</u></b>
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DCOM – 207AF	Advanced Management Accounting
DCOM – 208AF	Advanced Financial Accounting
DCOM – 209AF	Financial Statement Analysis
DCOM – 210AF	Advanced Cost Accounting

**Specialization (Computerized Accounting and Taxation)**

**PAPER CODE**

**SUBJECTS**

DCOM – 207CAT	E-Commerce and Computerized Accounting
DCOM – 208CAT	Computerized Taxation
DCOM – 209CAT	Stock Market Trading (Practical) and Stock Trading Accounting
DCOM – 210CAT	Computerized Return Filing

**Specialization (Banking, Insurance and Capital Market)**

**PAPER CODE**

**SUBJECTS**

DCOM – 207BIC	Indian Banking System
DCOM – 208BIC	Insurance: Principles and Practice
DCOM – 209BIC	Stock Market Operation (Theory) and Stock Market Trading (Practical)
DCOM – 210BIC	Banking Practice and Project Work (Capital Market)

**M.Com – PART – I (500 Marks; 10 Papers 50 Each)**

**PAPER CODE**

**SUBJECTS**

**DCOM – 101**

**Organization Theory and Organization Behaviour**

Module – 1: Management and Business Ethics and Modern Management Theories

Module – 2: Decision – Making, Implementing, Planning

Module – 3: Introduction to Organizational Behaviour

Module – 4: Individual Level Variables and Group Level Variable

Module – 5: Organizational Level Variables

**PAPER CODE**

**SUBJECTS**

**DCOM – 102**

**Business Statistics**

Module – 6: Theory of Probability

Module – 7: Correlation and Regression Analysis

Module – 8: Index Number

Module – 9: Time Series Analysis

Module – 10: Association of Attributes and Interpolation

**PAPER CODE**

**SUBJECTS**

**DCOM – 103**

**Marketing Management and Human Resource Management**

Module – 11: Introduction

Module – 12: Consumer Behaviour and Product Management

Module – 13: Pricing and Promotion Strategy and Distribution Decisions

Module – 14: Human Resource management and Performance Appraisal

Module – 15: Industrial Relations and Labour Welfare

**PAPER CODE**

**SUBJECTS**

**DCOM – 104**

**Financial Institutions and Markets**

Module – 16: Financial System, Risks of Financial Intermediaries and Money Market

Module – 17: Banking Institutions in India

Module – 18: Other Financial Institutions and Micro Finance Institution

Module – 19: Capital Market and Primary Market

Module – 20: Secondary Market (Stock Exchanges) and Security Trading

**PAPER CODE**

**SUBJECTS**

**DCOM – 105**

**Managerial Economics**

Module – 21: Nature and Scope of Managerial Economics and Demand Analysis

Module – 22: Production Theory

Module – 23: Theory of Cost

Module – 24: Price and Output Determination under Different Market Conditions

Module – 25: Game Theory and Decision under Risk and Uncertainty

**PAPER CODE**

**SUBJECTS**

**DCOM – 106**

**Financial Management and Policy**

Module – 26: Time Value of Money, Financial Goal and Shareholder Value Creation

Module – 27: Leverage

Module – 28: Cost of Capital

Module – 29: Management of Working Capital and its Components

Module – 30: Dividend Theories and Policies



**PAPER CODE**

**SUBJECTS**

**DCOM – 107**

**Advanced Business Statistics**

Module – 31: Probability Distributions

Module – 32: Sampling and Sampling Distribution

Module – 33: Statistical Estimation

Module – 34: Testing of Hypothesis

Module – 35: Non-Parametric Analysis

**PAPER CODE**

**SUBJECTS**

**DCOM – 108**

**Computer Applications in Business**

Module – 36: MS-Word and Excel

Module – 37: MS-Access and Power-Point

Module – 38: Introduction of Database Package for Datasheet Analysis (Preferably FOXPRO)

Module – 39: Introduction of Accounting Package: TALLY

**PAPER CODE**

**SUBJECTS**

**DCOM – 109**

**Quantitative Techniques for Managerial Decisions**

Module – 41: Introduction and Linear Programming

Module – 42: Assignment Problems

Module – 43: Transportation Problems

Module – 44: Network Analysis

Module – 45: Queuing Theory and Inventory Management

**PAPER CODE**

**SUBJECTS**

**DCOM – 110**

**Tax Laws and Planning**

Module – 46: Introduction and Taxation of Companies

Module – 47: Carry forward and Set-off of Losses

Module – 48: Tax Planning and Managerial Decisions

Module – 49: Advance Payment

Module – 50: Goods and Services Tax

**M.Com – PART – II (500 Marks; 10 Papers 50 Each)**

**PAPER CODE**

**SUBJECTS**

**DCOM – 201**

**Security Analysis and Portfolio Management**

Module – 51: ‘Return’ and ‘Risk’ in Securities Market and Portfolio Analysis

Module – 52: Analysis for Equity Investment

Module – 53: Various Forms of Market Efficiency

Module – 54: Valuation of Securities

Module – 55: Mutual Funds

**PAPER CODE**

**SUBJECTS**

**DCOM – 202**

**Research Methodology**

Module – 56: Fundamentals of Research

Module – 57: Review of Literature

Module – 58: Data Collection and Methodology

Module – 59: Report Writing

Module – 60: Data Analysis (Practical)

**PAPER CODE****SUBJECTS****DCOM – 203****Financial Services**

Module – 61: Introduction and Venture Capital

Module – 62: Factoring, Forfeiting, Credit Rating and Insurance Services

Module – 63: Leasing

Module – 64: Merchant Banking

Module – 65: Housing Finance and Miscellaneous Services

**PAPER CODE****SUBJECTS****DCOM – 204****Strategic Management and Corporate Governance**

Module – 66: Concept of Strategy and SWOT Analysis

Module – 67: Strategic Analysis, Strategy Formulation and Choice of Strategies: Portfolio Analysis and Display Matrices, Operating and Financial Analysis.

Module – 68: Strategic Implementation and Control

Module – 69: Corporate Governance in India

Module – 70: Shareholders – Corporate Governance and Corporate Social Responsibility (CSR)

**PAPER CODE****SUBJECTS****DCOM – 205****International Financial Management**

Module – 71: Foreign Exchange Market and Its Activities

Module – 72: Parity Conditions in International Finance and Exchange Rate Equilibrium

Module – 73: International Financing and Project Financing Decisions

Module – 74: Exposures to International Firms

Module – 75: Foreign Exchange Risk Management

**PAPER CODE****SUBJECTS****DCOM – 206****Corporate Indirect Taxes**

Module – 76: Indirect Taxes- Basic Concepts

Module – 77: Goods and Services Tax- Basic Concepts and Definitions

Module – 78: Supply, Levy of GST, Location of Supplier and Place of Supply

Module – 79: Reverse Charge Mechanism, Composition Scheme, Input Tax Credit, Registration, Tax Invoice, Credit Notes and Debit Notes, Submission of Return and Payment of Tax

Module – 80: Custom Duty

**Specialization (Accounting and Finance)****PAPER CODE****SUBJECTS****DCOM – 207AF****Advanced Management Accounting**

Module – 81AF: Fundamentals of Management Accounting

Module – 82AF: Capital Budgeting under Certainty

Module – 83AF: Capital Budgeting under Risk and Uncertainty

Module – 84AF: Responsibility Accounting

Module – 85AF: Corporate Financial Distress and Bankruptcy

**PAPER CODE****SUBJECTS****DCOM – 208AF****Advanced Financial Accounting**

Module – 86AF: Accounting of Service Industries

Module – 87AF: Accounting relating to liquidation of Companies

Module – 88AF: Some special issues in Accounting: Human Resource Accounting, value added accounting etc.

Module – 89AF: Accounting for holding and subsidiary company

Module – 90AF: Accounts for specific companies: Insurance Company (including loss of profit Insurance) and Banking Company

**PAPER CODE**

**SUBJECTS**

**DCOM – 209AF**

**Financial Statement Analysis**

Module – 91AF: Introduction and overview

Module – 92AF: Financial Statement Analysis with the Help of Financial Ratios

Module – 93AF: Cash Flow Analysis and Management of Receivables

Module – 94AF: Financial Reporting

Module – 95AF: Corporate Segment Reporting, Social Reporting and Emerging Tools for Performance Measurement

**PAPER CODE**

**SUBJECTS**

**DCOM – 210AF**

**Advanced Cost Accounting**

Module – 96AF: Cost Control Accounts

Module – 97AF: Process Costing

Module – 98AF: Marginal Costing and Contemporary Issues in Cost Accounting

Module – 99AF: Budgetary Control

Module–100AF: Standard Costing

**Specialization (Computerized Accounting and Taxation)**

**PAPER CODE**

**SUBJECTS**

**DCOM – 207CAT:**

**E-Commerce and Computerized Accounting**

Module – 81CAT: E-Commerce and Applications of E-Commerce in Business

Module – 82CAT: Categories of E-Commerce and Driving forces behind E-Commerce

Module – 83CAT: Network Infrastructure for E-Commerce

Module – 84CAT: Legal Requirements in E-Commerce

Module – 85CAT: Introduction to Accounting Packages

**PAPER CODE**

**SUBJECTS**

**DCOM – 208CAT: Computerized Taxation**

Module – 86CAT: Introduction and Income tax assessment

Module – 87CAT: Scheme of furnishing electronic return

Module – 88CAT: Type of deductors and Payment of TDS/TCS

Module – 89CAT: Online PAN and TAN Registration

Module – 90CAT: Download, Preparation and Validation

**PAPER CODE**

**SUBJECTS**

**DCOM – 209CAT Stock Market Trading (Practical) and Stock Trading Accounting**

Module – 91CAT: Opening of online trading account, Bank account and DEMAT account.

Module – 92CAT: Use of BSE

Module – 93CAT: NSE Terminals.

Module – 94CAT: Online Purchase/Sale of shares.

Module – 95CAT: Application of Money wire Software (**Practical**)

**PAPER CODE**

**SUBJECTS**

**DCOM – 210CAT Computerized Return Filing**

Module – 96CAT: Online Payment of Tax and New PAN Registration

Module – 97CAT: Return Filing and Annual Information Return (AIR)

Module – 98CAT: Service Tax

Module – 99CAT: Central Excise

Module – 100CAT: WB-VAT, CST, And Profession Tax

## **Specialization (Banking, Insurance and Capital Market)**

### **PAPER CODE**

### **SUBJECTS**

**DCOM – 207BIC**

**Indian Banking System**

Module – 81BIC: Overview of Banking System and Regulatory Framework

Module – 82BIC: Banker customer relationship

Module – 83BIC: Negotiable instruments

Module – 84BIC: Regulation and Supervision of Reserve Bank over Commercial Banks

Module – 85BIC: Priority sector lending and financial inclusion

### **PAPER CODE**

### **SUBJECTS**

**DCOM – 208BIC**

**(Insurance: Principles and Practice)**

Module – 86BIC: Introduction

Module – 87BIC: Insurance and tax planning

Module – 88BIC: Indian Insurance Industry

Module – 89BIC: Life Insurance Sector reforms in India

Module – 90BIC: Reforms in General Insurance Sector in India

### **PAPER CODE**

### **SUBJECTS**

**DCOM – 209BIC**

**Stock Market Operation (Theory) And  
Stock Market Trading (Practical)**

Module – 91BIC: Listing of Securities

Module – 92BIC: Trading in major Indian Stock Exchanges and Risk management

Module – 93BIC: Stock Market Indices

Module – 94BIC and 95BIC: Stock Market Trading (**Practical**)

**PAPER CODE**

**SUBJECTS**

**DCOM – 210BIC**

**Banking Practice and Project Work (Capital Market)**

Module – 96BIC: Asset – Liability Management

Module – 97BIC: Loans and Advances

Module – 98BIC: Electronic banking and IT Banks

Module – 99BIC and 100BIC: **PROJECT WORK**

**M.COM – PART – I**

**Subject: Organization Theory and Organization Behaviour**

**Paper Code: DCOM – 101**

**Full Marks: 50**

**Course Contents:**

**Module – 1: Management and Business Ethics and Modern Management Theories:**

System Theory and Contingency Theory

**Module – 2: Decision – Making, Implementing, Planning:**

Meaning, Process, Types of Decisions, Approach towards Decision – Making – Economic Model and ‘Bounded Rationality’ Model, Authority – Types, Delegation of Authority, Span of Management, Leading – Leadership Theories (Managerial Grid, Fiedler’s Contingency Theory, Hersey – Blanchard Situational Theory). Strategic Planning – Concept, Planning Premises, Role of Forecasting in Planning, Management by Objectives – Conceptual Framework, Process, Inflexibilities in Planning.

**Module – 3: Introduction to Organizational Behaviour**

Organizational Behaviour – Concept Significance; Organizational Behaviour Model.



#### **Module – 4: Individual Level Variables and Group Level Variable**

Ability; Attitudes; Perception; Learning; Personality; Values. Definition of Group Level Variable, Types of Groups, Group Formation; Group Behaviours: Norms; Cohesion, Role; Group Decision Making: Techniques

#### **Module – 5: Organizational Level Variables**

Culture: Definition, Types, Functions, Creation of Culture, Learning Cultures; Organizational Conflict: Traditional and Modern Approaches to Conflict, Functional and Disfunctional Organizational Conflicts, Sources, Types of Conflict, Resolution of Conflict; Stress: Definition; Sources; Management of Stress.

#### **References:**

1. Allen, L.A.: Management and Organization, McGraw Hill International, New York
2. Luthans, F.: Organizational Behaviour, McGraw Hill International, New York
3. Robbin, S.P.: Organizational Behaviour, Prentice Hall International
4. Sharma, R.A.: Organization Theory and Behaviour, Tata McGraw Hill International, New York
5. Rao, V.S.P. and Harikrishan, V.: Management: Text and Cases, Excel Books, New Delhi
6. Koontz, H. and Weirich, H.: Mnagement, McGraw Hill International, New York
7. Prasad, L.M.: Principles and Practice of Management, Sultan Chand & Sons
8. Hersey, Paul, Blanchard, Kenneth H. and Johnson, Dewey E.: Management of Organizational Behaviour: Utilizing Human Resources, Prentice Hall India, New Delhi
9. Shukla, Madhukar: Understanding Organisations: Organisation Theory and Practice in India, Prentice Hall India, New Delhi
10. Khanka, S.S.: Organisational Behaviour, S.Chand
11. Banerjee, Mrityunjoy: Organisation Behaviour, Allied Publishers Ltd., New Delhi

**Subject: Business Statistics**

**Paper Code: DCOM – 102**

**Full Marks: 50**

**Course Contents:**

**Module – 6: Theory of Probability**

Objective and Subjective Probability, Classical Approach, Relative Frequency Approach and Axiomatic Approach of Probability; Addition and Multiplication Probability Models; Conditional Probability and Bayes' Theorem; Independence of Events; Matching Problem.

**Module – 7: Correlation and Regression Analysis**

Simple, Partial and Multiple Correlations, Spearman's and Kendall's Rank Correlation; Simple Regression and OLS Estimation; Multiple Regression; Limitations of Correlation and Regression

**Module – 8: Index Number**

Meaning and Types; Weighted Aggregative Indices – Laspeyre's, Paasche's, Edward – Marshall's and Fisher's Price and Quantity Indices; Test of Adequacy of Index Number; Special Problem – Base Shifting, Splicing; Uses and Problems of Index Number; Cost of Living Index.

**Module – 9: Time Series Analysis**

Need of Time Series Analysis; Components in Time Series Data, Measurement of Trend, Cyclical Fluctuation, Seasonal Variation and Irregular Movement, Business Forecasting.

**Module – 10: Association of Attributes and Interpolation**

Classes and Class Frequencies; Consistency of Data; Independence and Association; Association and Casual Relationship. Definition of Interpolation, Extrapolation, Inverse Interpolation, Use of Delta and E Functions, Polynomial Function, Newtons Forward, Backward and Lagranges Formula.

## **References:**

1. Levin, Richard I. & Rubin, David, S.: Statistics for Management, Pearson Pub., 7<sup>th</sup> Ed. New Delhi
2. Chatfield, C.: The Analysis of Time Series: An Introduction, Chapman and Hall, 6<sup>th</sup> Ed. London.
3. Goon, Gupta & Dasgupta: Fundamentals of Statistics, Vol. – I & Vol. – II, World Press Pvt. Ltd., Kolkata.
4. Goon, Gupta & Dasgupta: An Outline of Statistical Theory, Vol. – I & Vol. – II, World Press Pvt. Ltd., Kolkata.
5. Gupta, S.P.: Statistical Methods, Sultan Chand & Sons, 43<sup>rd</sup> Ed. New Delhi.
6. Gupta, S.C. and Kapoor, V.K.: Fundamentals of Mathematical Statistics, Sultan Chand & Sons, New Delhi
7. Sharma, J.K.: Business Statistics, Vikas Publishing House.

**Subject: Marketing Management and Human Resource Management**

**Paper Code: DCOM – 103**

**Full Marks: 50**

## **Course Contents:**

### **Module – 11: Introduction**

Meaning and Significance of Marketing; Evaluation of Marketing Concept; Role of Marketing in Developing Economy; Marketing Management – Meaning, Objectives, Functions; Marketing of Services; Concepts of Marketing Mix, Market Segmentation, Targeting and Product Positioning.

### **Module – 12: Consumer Behaviour and Product management**

Meaning and Significance of Consumer Behaviour, Factors Influencing Consumer Behaviour; Consumer Buying Process; Concept of Product; Product Life Cycle and Marketing Strategies; New Product Development Process; Branding and Packaging Decisions.

### **Module – 13: Pricing and Promotion Strategy and Distribution Decisions**

Pricing – Objectives and Methods; Pricing over the Life Cycle of the Product; Promotion Mix – Meaning and Determinants; Role of Personal Selling; Selling Process; Methods of Sales Promotion; Concept of Salesmanship; Role of Advertising and Publicity; Decision Areas in Advertising; Communication Process; Importance of Communication. Channels of Distribution – Importance, Alternative Routes, Role of Intermediaries; Selecting Appropriate Channel; Managing Sales Personnel.

### **Module – 14: Human Resource Management and Performance Appraisal**

Introduction; Meaning and Definition of Human Resource Management; Differences between Personnel and Human Resource Management; Functions of Human Resource Management; Human Resource Planning – Concept, Definition and need; Recruitment: Meaning, sources of recruitment. Performance Appraisal: Meaning and need; The Appraisal Process; Traditional and Modern Methods of Performance Appraisal.

### **Module – 15: Industrial Relations and Labour Welfare**

Industrial Relations (IRs): Importance and parties to IRs; Factors influencing IR; Meaning and Forms of Industrial Disputes; Causes of Industrial Disputes; Prevention and Settlement of Industrial Disputes; Workers Participation: forms and objectives, Concept and Importance of Labour Welfare; Types of Labour Welfare; Statutory Provisions Relating to Labour Welfare, Role of Trade Union.

### **References:**

1. Kotler, Philip and Armstrong, Gray; Principles of Marketing, PHI, New Delhi
2. Kotler, Philip; Marketing Management: Analysis, Planning, Implementation and Control, PHI, New Delhi
3. Stanton, Willian J., and Charles, Futrell; Fundamentals of Marketing, Mc Graw Hill Publishing Co., New York
4. Still, Richard R., Cundiff, Edward W., and Norman, A.P.G.; Sales Management: Decisions, Strategies and Cases, PHI, New Delhi
5. Majumdar, Ramanuj; Product Management in India, PHI, New Delhi
6. Ramaswamy, V.S. and Namakumari, S.; Marketing Management, Macmillan India, New Delhi
7. Srinivasan, R.: Case Studies in Marketing: The Indian Context, Prentice Hall, New Delhi

8. Gite, PPriyanka; Marketing Management; Taxmann Publications Pvt. Ltd., New Delhi
9. Aswathappa, K.: Human Resource and Personnel Management: Text & Cases, Tata McGraw-Hill, New Delhi
10. Subba Rao: Personal and Human Resource Management, Text and Cases, Himalaya Publishing House, New Delhi
11. VSP Rao: Human Resource Management, Text and Cases, Excel Books, New Delhi
12. Pattanayak, B.: Human Resource Management, Prentice Hall of India Pvt. Ltd. New Delhi
13. Decenzo, D. A. And Robbins, S.T.: Human Resource Management, Prentice Hall of India Pvt. Ltd., New Delhi
14. Goss, David: Principles of Human Resource Management, Routledge Series.
15. Gupta, C.B.: Human Resource Management, Sultan Chand, New Delhi
16. Wayne, F. Cascco: Managing Human Resources, McGraw Hill, New York
17. Yodev, Dale: Personnel Management and Industrial Relations, Prentice Hall of India, New Delhi
18. Corneliux, N.: Human Resource Management – A Managerial Perspective, Thomson Learning, London.

**Subject: Financial Institutions and Markets**

**Paper Code: DCOM – 104**

**Full Marks: 50**

**Course Contents:**

**Module – 16: Financial System, Risks of Financial Intermediaries and Money Market**

Various components of the Financial System; Role of Financial Institutions (FIs) in Financial System; Financial Systems and Development; Major issues in the Indian Financial System.

**Module – 17: Banking Institutions in India**

Structure of Banking Institutions in India; Commercial Banks in India – Public Sector and Private Sector; Committees on Banking Sector Reforms and their main recommendations; Priority Sector Lending; E- Banking: Basic and Value-added Services; RRBs; Mergers and Acquisitions in Indian Banking.

**Module – 18: Other Financial Institutions and Micro Finance Institution**

Co-operative Banks and Credit Institutions; Development Financial Institutions; NBFCs: Types and Regulatory Authorities; RNBCs; Insurance Companies; Mutual Fund Institutions. General

features of Indian MFIs, Micro Finance Services, Scope of Micro Finance, Governance of risk management at MFIs, Types of Frauds in Micro finance, Micro Finance in India.

### **Module – 19: Capital Market and Primary Market**

Securities and Securities Market; Role of Securities Market in a Country's Economy; Structural Framework of Indian Capital Market; Instruments Usually Traded in Capital Market; Some Special Types of Capital Market Instruments: GDR, Fccbs, Warrants, Convertibles, etc.

- a. Primary Market Intermediaries – Lead Managers and Co – Managers; Underwriters; Bankers to an Issue; Brokers to the Issue; Registrars to an Issue and Share Transfer Agents.
- b. Primary Market Activities/Procedures – Pricing of Issues; Book Building; Green Shoe Option.

### **Module – 20: Secondary Market (Stock Exchanges) and Security Trading**

Role of Stock Exchanges in Security Trading; Role of Brokers and Sub-Brokers in Security Trading; Stock Exchanges in India – BSE, NSE, ISE and other Exchanges; Stock Market Indices; Listing of Securities in a Stock Exchange; Clearing and Settlement; Modern Screen – Based Computerized Trading; Scripless or Paperless Trading; Central Depository Organizations (NSDL and CDSL) and Depository Participants; Methods of Trading – Trading Under Rolling Settlement and Options Trading; 'Bull' and 'Bear' Trading Operation; SEBI – Powers and Functions.

### **References:**

1. Pathak, Bharati V.: Indian Financial System, Pearson Education, New Delhi
2. Khan, M.Y.: Indian Financial System, Tata McGraw Hill, New Delhi
3. Bhole, L.M. and Mahakud, J.: Financial Institutions and Markets, Tata McGraw Hill, New Delhi
4. Gurusamy, S.: Financial Markets and Institutions, Tata McGraw Hill, New Delhi
5. Mishkin, F.S. and Eakins, S.: Financial Markets and Institutions, Pearson Education, New Delhi
6. Arunachalam, Ramesh S.: The Journey of Indian Micro-Finance: Lessons for the future, Aapti Publications, Chennai

7. Gupta, S.B.: Monetary Economics – Institutions, Theory and Policy, Sultan Chand, New Delhi
8. Raghunathan, V. and Rajib, P.: Stock Exchanges, Investment and Derivatives, Tata McGraw Hill, New Delhi
9. Sarkhel, J. and Gupta, A.: Capital Market: Theory and Institutions, Book Syndicate, Kolkata
10. Pandian, P.: Security Analysis and Portfolio Management, Vikas Publishing House Pvt. Ltd., New Delhi

**Subject: Managerial Economics**

**Paper Code: DCOM – 105**

**Full Marks: 50**

**Course Contents:**

**Module – 21: Nature and Scope of Managerial Economics and Demand analysis**

Managerial Economics and Economic Theory; Measuring and Maximizing Profit; Economic Profit and Accounting Profit; Management Objectives; Separation of Ownership and Control – The Principal – Agent Problem and Corporate Control Mechanism.

Demand, Supply, and Market Equilibrium; Elasticity of Demand and Supply; Demand Estimation and Forecasting.

Theory of Consumer Behaviour – Neo-Classical Utility theory and Consumer Surplus and Indifference Curve Analysis – Consumer Equilibrium; Price Effect, Income Effect and Substitution Effect; Income Consumption and Price Consumption Curves; Derivation of Demand Curve from Price Consumption Curve.

**Module – 22: Production Theory**

Definition of Production Function; Production with one and two variables inputs; various shapes of isoquants on basis of degree of substitutability; stages of production; law of diminishing returns to a factor; Elasticity of substitution; Ridge line; Returns to scale; Expansion path; Properties of C-D Production function; CES Production function; Producer surplus; Equilibrium of a firm; Economies of Scale; Relationship between AP, MP curves; Estimation of production function.

### **Module – 23: Theory of Cost**

Shapes of TC, TFC, TVC; Relationship between short run cost curves – AFC, AVC, AC, MC; Derivation of LRTC and LRAC as an envelope curve; Estimation of cost function; Economic value analysis; Deduction of cost functions from production function.

### **Module – 24: Price and output determination under different market conditions**

- a. Perfect Competition:** Assumptions; Short run and long run equilibrium of a perfectly competitive firm; short run supply curve of a firm; analysis of break even and shut down point.
- b. Monopoly:** Basic features; relationship between AR, MR and Elasticity of demand; short run long run equilibrium of a firm under monopoly; absence of supply curve; condition of price discrimination; Mathematical derivation of the equilibrium position of a price discriminating monopolist.
- c. Monopolistic Competition:** Characteristics; Chamberlain's Excess Capacity; Equilibrium position of a firm in short run and long run.
- d. Oligopoly:** Characteristics; Cournot's model of duopoly; Stakelberg's price leadership model; Cartel

### **Module – 25: Game Theory and Decision under Risk and Uncertainty**

Game theoretic approach; Classification and description of games; Two person Zero – Sum Game; Pure Strategies' games without saddle points; Mixed strategies; Non zero sum game; Dominant strategy; Nash Equilibrium; Solution of Game by LP method; Application of Game theory to Oligopoly Market Decisions – Determining THE Best Response Functions and its application to a real life Situation.

**Expected Utility:** A Theory of Decision Making under Risk; a Manager's Utility Function for Profit; Deriving Utility Function for Profit; Maximization of Expected Utility;  
Decision under Uncertainty: The Maximax Criterion, The Maximin Criterion, The Minimax Regret Criterion, The Equal Probability Criterion.



### **References:**

1. Baumol, William J.: Economic Theory and Operations Analysis, Prentice Hall, London
2. Baya, Michael R: Managerial Economics and Business Strategy, McGraw Hill International
3. Chopra, O.P.: Managerial Economics, Tata McGraw Hill, New Delhi
4. Dean, Joel: Managerial Economics, Prentice Hall India, New Delhi
5. Dholakia, R.H. and Oza, A.L.: Micro Economics for Management Students, Oxford University Press
6. Eaton, Curtis B. and Faton, Diane: Micro Economics, Prentice Hall, New Jersey
7. Haynes, W.W., Mote, V.L. and Paul, S.: Managerial Economics Analysis and Cases, Prentice Hall India, Delhi
8. Peterson, Craig H. and Lewis, Cris W.: Managerial Economics, Prentice Hall, Delhi
9. Koutsoyiannis, A.: Modern Microeconomics
10. Pindyk & Rubinfeld: Microeconomics, Prentice Hall, Delhi
11. Dorfman, Samuelson & Solow: Linear Programming

### **Subject: Financial Management and Policy**

**Paper Code: DCOM – 106**

**Full Marks: 50**

### **Course Contents:**

#### **Module – 26: Time Value of Money, Financial Goal and Shareholder Value Creation**

Its Application in Calculating Net Present Value of A Project.

Profit Vs. Wealth; Conflict of Goals: Management Vs. Owners; Financial Goal and Firm's Objectives.

Earnings – How Much Reliable as a Bottom Line? ROI Vs. DCF Return; Estimation Shareholder Value; Shareholder Value Added (SVA)

#### **Module – 27: Leverage**

Types and Measurement of Leverage; Business and Financial Risk; EBIT Analysis.

### **Module – 28: Cost of Capital**

Meaning and Significance of Cost of Capital; Calculation of Cost of Debt, Preference Capital, Equity Capital and Retained Earnings; Cost of Equity and CAPM; Combined Cost of Capital (Weighted).

### **Module – 29: Management of Working Capital and its components**

Introduction; Operating Cycle Concept; Estimation of Working Capital Requirement; Financing of Working Capital – Various Approaches; Norms of Bank Finance.

Inventory, Receivables, Cash and Payables management

### **Module – 30: Dividend Theories and Policies**

Dividend and Valuation: M-M Hypothesis; Gordon's Model; Linter's Model Etc. Forms of Dividends; Determining Factors of Corporate Dividend Policy; Dividend Policy of Manufacturing Companies in India – Case Study of a Steel Manufacturing Company.

### **References:**

1. Brealey, Richard A. and Myers, Stewart C.: Corporate Finance, McGraw Hill International, New York
2. Chandra, Prasanna: Financial Management, Tata McGraw Hill, Delhi
3. Van Horne, J.C. and Wachowicz Jr. J.M.: Fundamentals of Financial Management, Prentice Hall India, Delhi
4. Van Horne, J.C.: Financial Management and Policy, Prentice Hall India, Delhi
5. Khan, M.Y. and Jain, P.K.: Financial Management: Theory, Practice and Cases; Tata McGraw Hill, New Delhi
6. Block, Stanley B. and Hilt, Geoffrey A.: Foundations of Financial Management, Richard D. Irwin, Homewood, Illinois
7. Kishore, Ravi M.: Financial Management, Taxmann, Delhi
8. Pandey, I.M.: Financial Management, Vikas Publishing House, New Delhi

**Subject: Advanced Business Statistics**  
**Paper Code: DCOM – 107**  
**Full Marks: 50**

**Course Contents:**

**Module – 31: Probability Distributions**

Uniform, Binomial, Poisson, Normal and Exponential Distributions; Their Characteristics and Applications.

**Module – 32: Sampling and Sampling Distribution**

Sampling and Sampling (Probability and Non - Probability) Methods; Sampling and Non-Sampling Errors; Law of Large Number and Central Limit Theorem; Sampling Distributions and their Characteristics.

**Module – 33: Statistical Estimation**

Point and Interval Estimation of Population Mean, Proportion and Variance

**Module – 34: Testing of Hypothesis**

Statistical Testing of Hypothesis and Errors; Sample Size; Large and Small Sampling Tests: Z-Tests, T-Tests, and F- Tests; ANOVA

**Module – 35: Non-Parametric Analysis**

Chi-Square Tests; Sign Tests; Wilcoxon Signed – Rank Tests; Wald – Wolfowitz Tests; Kruskal – Wallis Test.

**References:**

1. Heinz, Kohler: Statistics for Business & Economics, Harper Collins, New York
2. Hien, L.W.: Quantitative Approach to Managerial Decisions, Prentice Hall, New Jersey
3. Morse, Lawrence B.: Statistics for Business & Economics, Harper Collins, New York
4. Levin, Richard I. and Rubin, David S.: Statistics for Management, Prentice Hall, Delhi
5. Staine, R. and Foster, D.: Statistics for Business, Pearson Education, New Delhi
6. Bajpai, N.: Business Statistics, Pearson Education, New Delhi

7. Watsham Terry J. and Parramor, Keith: Quantitative Methods in Finance, International Thompson Business Press London
8. Hooda, R.P.: Statistics for Business and Economics, Macmillan, New Delhi
9. Goon, Gupta & Dasgupta: Fundamentals of Statistics, Vol. I & Vol. II
10. Goon, Gupta & Dasgupta: An Outline of Statistical Theory, Vol. I & Vol. II
11. Gupta S.P.: Statistical Methods, Sultan Chand, New Delhi
12. Arora, S., Arora, S. and Arora, P.N.: Comprehensive Statistical Methods; S. Chand

**Subject: Computer Applications in Business**

**Paper Code: DCOM – 108**

**Full Marks: 50**

**Course Contents:**

**Module – 36: MS – Word and Excel**

Word Basic Commands, Formatting – Text and Documents, Sorting and Tables, Introduction to Mail Merge; Working with Excel – Formatting, Functions, Chart Features, Working with Graphics in Excel, Using Worksheets as Database in Accounting.

**Module – 37: MS – Access and Power-Point**

Database Creation in MS – ACCESS, Table Creation, Linking of Tables, Slide Design in MS – Power Point

**Module – 38: Introduction of Database Package for Datasheet Analysis (Preferably FOXPRO)**

Structure of DBF and its Application in Business: Creating a Database File, Various Mathematical – Statistical – Logical – Date Functions Use in DBF Programming, Editing the Contents of Database File, Deleting the Contents of Database File, Programming in DBF.

**Module – 39: Introduction to Accounting Package**

TALLY

**Module – 40: Pay Roll (Any one)**

Gen Software Solution, Relayn Software Solution, Pay Pac, Sine Wave Computer Service Pvt. Ltd. Pay Package.

**References:**

1. Miller: Absolute Beginner's Guide to Computer Basic, Techmedia Publishers
2. Mansfield, Ron: The Compact Guide to Microsoft Office, BPB Publication, Delhi
3. Jain, S. and Sing, S.: Digital Computer Fundamentals, BPB Publication, Delhi
4. Jain, S.: EXCEL 2007 made simple, BPB Publication, Delhi
5. Rutkosky: Word 2007, BPB Publication, Delhi
6. Jain, S.: MS Office 2010 – Training Guide, BPB Publication, Delhi
7. Nadhani, A.K. and Nadhani, K.K.: Implementing Tally 9, BPB Publication, Delhi
8. Basett, P.H.: Computerized Accounting, BPB Publication, Delhi
9. Maidasani, D.: Accounting with Tally 9.0, Laxmi Publication, New Delhi
10. Taxali, R.K.: FOXPRO 2.6, BPB Publication, Delhi
11. Ullman, J.O.: Principles of Database System, Galgotia Publication, New Delhi

**Subject: Quantitative Techniques for Managerial Decisions**

**Paper Code: DCOM – 109**

**Full Marks: 50**

**Course Contents:**

**Module – 41: Introduction and Linear Programming**

Operations Research (OR): What it is - Origin – Role of or in Decision Making – Application Areas of or in Management.

Linear Programming: Model Formulation; Solution Methods – Graphical Methods – Simplex Method – Big Method – Two Phase Technique Duality.

**Module – 42: Assignment Problems**

Concepts, Mathematical Formulation – Assignment Algorithm (Hungarian Method) – Balanced and Unbalanced – Minimization and Maximization; Travelling Salesman Problem as an Assignment Problem.

**Module – 43: Transportation Problems**

Concepts, Formulation: Balanced and Unbalanced – Minimization and Maximization; Solution Methods – MODI Method; Degeneracy.

**Module – 44: Network Analysis**

PERT/CPM: Difference between PERT and CPM – Network Construction – Time Estimation – Slacks and Floats – Critical Path – Crashing and Relaxation – Time – Cost Trade – off.

**Module – 45: Queuing Theory and Inventory Management**

Concept – Assumptions and Applications – Analysis of Queue System – Poisson Distributed Arrivals and Exponentially Distributed Service Time Models (MMI and MMK).

Inventory Management: Inventory – Objectives of Holding Inventory – Inventory Costs – Inventory Control – Deterministic Models.

**References:**

1. Sharma, J.K., Operations Research, Macmillan India Ltd.
2. Kapoor, V.K., Operations Research, S. Chand
3. Wagner, H.M., Principles of Operation Research, Prentice Hall
4. Ravindran, Phillips and Solberg, Operations Research: Principles and Practice, Wiley
5. Taha, H.A., Operational Research: An Introduction, Macmillan/Prentice Hall
6. Kanti Swarup, Gupta, P.K., Man Mohan, Operations Research, S. Chand and Company
7. Vohra, Quantitative Techniques in Management, Tata McGraw - Hill

**Paper Code: DCOM – 110**

**Full Marks: 50**

**Course Contents:**

**Module – 46: Introduction and Taxation of Companies**

Residential Status of Companies, Deductions from Gross Total Income under Chapter VI A;  
Computation of Taxable Income and Tax Liability  
Taxation of Companies: Types of Companies, Minimum Alternative Tax (MAT) and Treatment of MAT Credit.

**Module – 47: Carry forward and Set-off of Losses**

Theoretical Discussion and Problems.

**Module – 48: Tax Planning and Managerial Decisions**

Concept of Tax Evasion, Tax Avoidance and Tax Planning; Relating to Capital Structure Decision, Purchase Using Owned Funds Vs Borrowed Capital, Own Vs Lease  
Tax Planning for New Business: Tax Planning with Reference to Location, Nature and Forms of Organization of New Business.

**Module – 49: Advance Payment**

Concept and Problems, interest Computation under Sections 234A, 234B and 234C, Tax Deduction at Source in Different Cases.

**Module – 50: Goods and Services Tax**

Basic Concepts – Liability of Tax payer- Levy of GST - Composition Scheme - Revision of Tax/duty - Registration Procedure - Transaction Value - Valuation Rules - Payment of GST - Input Tax Credit, Overview of IGST.

**References:**

1. Singhania, V.K. and Singhania, K.: Direct Taxes Law and Practice, Taxman Publications Pvt. Ltd
2. Dubey, A.: Taxation: Direct Tax, Lexis Nexis
3. Daruwala, B.F.: Handbook to Direct Taxes, Bharat Law House Pvt. Ltd.

4. Ahuja, g. and Gupta, R.: Professional Approach to Direct Taxes Law and Practice, Bharat Law House Pvt. Ltd.
5. Sengupta, C.H.: Tax Practice and Procedure, Dey Concern, Kolkata



## **M.COM. – PART – II**

**Subject: Security Analysis and Portfolio Management**

**Paper Code: DCOM – 201**

**Full Marks: 50**

### **Course Contents:**

#### **Module – 51: ‘Return’ and ‘Risk’ in Securities Market and Portfolio Analysis**

Investment Vs Speculation; Misconceptions About Speculation; Elements in Return; measurement of Return; Yield – To – maturity; Measurement of Risk; Components of Systematic and Unsystematic Risk; Markowitz’s Mean – Variance Rule; ‘Beta’ – Its Calculation and Interpretation.

Portfolio Risk and return: Modern portfolio theory-Formulation of portfolio and concept of diversification; Calculation of portfolio return; Calculation of portfolio risk- a two-security or three-security portfolio, efficient frontier and optimum portfolio selection, Capital market line, Security market line

#### **Module – 52: Analysis for Equity Investment**

Objectives; Classification; Fundamental Analysis – Economy Analysis, Industry Analysis and Company – Level Analysis; Technical Analysis – Dow Theory, Classical Tools and Modern Tools; Fundamental Analysis Vs Technical Analysis.

#### **Module – 53: Various Forms of Market Efficiency**

Concept of Market Efficiency: Information Efficiency and Allocation Efficiency; Weak, Semi – Strong and Strong Form of Market Efficiency; Random Walk hypothesis.

#### **Module – 54: Valuation of Securities**

Concept of Valuation, Valuation of debentures and preference shares, Different models for equity valuation: Constant dividend, constant growth rate and two-growth rate

### **Module – 55: Mutual Funds**

Meaning, Organization structure, Advantages, Classification of mutual funds, Performance evaluation of managed portfolios: Treynor' ratio, Sharpe ration and Jensen's measure.

### **References:**

1. Francis, J.C.: Management of Investments, McGraw Hill, New York
2. Fischer, D.E. and Jordan, R.J.: Security Analysis and Portfolio Management, Prentice Hall, New Delhi
3. Fuller, R.J. and Farrell Jr., J.L.: Modern Investments and Security Analysis, McGraw-Hill, Singapore
4. Raghunathan, V., Barua, S.K. and Verma, J.: Portfolio Management, TMH, New Delhi
5. Fabozzi, Frank J.: Investment Management, Prentice Hall, International Edition.
6. Kevin, S.: Portfolio Management, PHI, New Delhi
7. Pandian, P.: Security Analysis and Portfolio Management, Vikas Publishing House Pvt. Ltd. New Delhi
8. Ranganatham, M. and Madhumati, M.: Security Analysis and Portfolio Management, Pearson

**Subject: Research Methodology**

**Paper Code: DCOM – 202**

**Full Marks: 50**

### **Course Contents:**

#### **Module – 56: Fundamentals of Research**

Definition and Objectives of Research – Motivation, Types of Research – Descriptive Vs Analytical, Applied Vs Fundamental, Quantitative Vs Qualitative, Conceptual Vs Empirical, Research Process – meaning of research problems, Identification and Formulation of research problem, Research Objectives, Formulation of Hypothesis.

### **Module – 57: Review of Literature**

Need for Reviewing Literature, Planning of Review work, Sources of Literature, Literature Review Procedure, Identifying Research Gap

### **Module – 58: Data Collection and Methodology**

Sources of Data – Use of Primary Data and Secondary Data, methods of Collecting Primary Data and Secondary Data, Questionnaire, Features of Good Questionnaire.

### **Module – 59: Report Writing**

Structure and Components of Research Report, Types of Report, Planning of Report Writing, Layout of Research Report, Characteristics of a good report, referencing in academic writing

### **Module – 60: Data Analysis (Practical)**

Data Analysis with Statistical software Packages – Correlation, Regression Analysis, ANOVA, Parametric Tests, Non Parametric Tests, Time Series Analysis etc.

### **References:**

1. Kumar, R.: Research Methodology: A Step by Step Guide for Beginners, Pearson Education, New Delhi
2. Taylor, B., Sinha, G. and Ghoshal, T.: Research Methodology: A Guide for Researchers in Management and Social Sciences, Prentice Hall India, New Delhi
3. Panneerselvam, R.: Research Methodology, Prentice Hall India, New Delhi
4. Krishnaswamy, K.N., Sivakumar, A. and Mathirajan, M.: Management Research Methodology: Integration of Principles, Methods and Techniques, Pearson Education, New Delhi
5. Srivastava, T.N. and Rego, S.: Business Research Methodology, Tata McGraw Hill Education
6. Rao, A.S. and Tyagi, D.: Research Methodology with SPSS Statistical Package for the Social Sciences, Shree Niwas Publications.
7. Argyrous, G.: Statistics for Research with a Guide to SPSS, SAGE Publications Ltd.

8. Kothari, C.R.: Research Methodology Methods and Techniques, New Age International (P) Ltd
9. Burns, R.P. and Burns, R.: Business Research Methods and Statistics Using SPSS, SAGE Publications Ltd
10. Wooldridge, J.M.: Introductory Econometrics: A Modern Approach, Cengage Learning
11. Gujarati, D.N., Porter, D.C. and Gunasekhar, S.: Basic Econometrics, Tata McGraw –Hill Education
12. Maddala, G.S. and Lahiri, K.: Introduction to Econometrics, Wiley Publication

**Subject: Financial Services**

**Paper Code: DCOM – 203**

**Full Marks: 50**

**Course Contents:**

**Module – 61: Introduction and Venture Capital**

Financial Services – as a component of the financial system; classification.

Venture Capital: Theoretical framework and features; Stages of Venture Capital Financing; Financial Analysis – Conventional Venture Capitalist Valuation Method, The First Chicago Method and Revenue Multiplier Method; Financial Instruments; Investment Nurturing/After – care – different styles, objectives and techniques; Valuation of Venture Capital Portfolio; Exit; Indian Venture Capital Scenario – Institutions, legal framework and constraints.

**Module – 62: Factoring, Forfeiting, Credit Rating and Insurance Services**

Mechanism; Functions of a factor; Types/ forms of factoring; Legal aspects; Factoring Vs Bills discounting; Factoring in India; Forfeiting. Factoring Vs Forfeiting; Forfeiting – the Indian Scenario.

**Credit Rating:** Importance; Credit Rating Agencies; Rating Methodology and Process; Rating Symbols.

**Insurance Services:** History of Insurance, Need of Insurance Services, Role of Life Insurance and General Insurance, Players in the Insurance Business, Regulatory Framework, Insurance Regulatory and Development Authority (IRDA).

### **Module – 63: Leasing**

Leasing – an off-the balance sheet financing; Economics of leasing; Classification of Leasing; Limitations of leasing; Tax aspects of leasing; Funding aspects of leasing; Accounting for lease transactions – in the lessor’s and lessee’s books; Accounting Standard for lease; Financial evaluation – lessor’s viewpoint; Financial evaluation – lessee’s viewpoint.

### **Module – 64: Merchant Banking**

Institutional Framework; Merchant Banking institutions relating to primary market issue management; Depository; Debenture Trustees; Portfolio Managers, etc. SEBI – Its role on merchant banking institutions.

### **Module – 65: Housing Finance and Miscellaneous Services**

Housing Finance System; Housing Finance Schemes; Funding of HFCs; National Housing Bank (NHB).

**Miscellaneous Services:** Stock Broking and Investment Consultancy; Tax consultancy; Guarantees (Financial and Performance); Household or consumer finance; Types; Mechanism; Sources; Modes; Demand for consumer finance – factors; Consumer finance practice in India; Pricing of consumer finance; Marketing of consumer finance.

### **References:**

1. Siddaiah, T.: Financial Services, Pearson Education, New Delhi
2. Khan, M.Y.: Financial Services, McGraw Hill, New Delhi
3. Gurusamy, S.: Financial Services, Tata McGraw Hill, New Delhi
4. Sasidharan, K. and Mathews, A.K.: Financial Services and System, Tata McGraw Hill, New Delhi
5. Machiraju, H.R.: Indian Financial System, Vikas Publishing House, New Delhi
6. Tripathy, N.P.: Financial Instruments and Services, Prentice Hall India, New Delhi

7. Goel, S.: Financial Services, PHI Learning Privet Limited, New Delhi
8. Bhalla, V.K.: Management of Financial Services, Anmol Publications, New Delhi
9. Suresh, P. and Paul, J.: Management of Banking and Financial Services, Pearson Education, New Delhi
10. Rose, Peter S. and Hudgins, Sylvia C.: Bank Management & Financial Services, McGraw Hill International, New York
11. Averbach, Robert D.: Money, Banking and Financial Markets, Macmillan, London.

**Subject: Strategic Management and Corporate Governance**

**Paper Code: DCOM – 204**

**Full Marks: 50**

**Course Contents:**

**Module – 66: Concept of Strategy and SWOT Analysis**

Concept of Strategy; Strategic levels, Strategic Business Unit (SBU); Strategic Management Process.

**SWOT Analysis:** External Environment analysis, Industry analysis and Organizational analysis.

**Module – 67: Strategic Analysis, Strategy Formulation and Choice of Strategies**

Portfolio analysis and display matrices, Operating and Financial analysis.

**Strategy Formulation and Choice of Strategies:** Factors affecting choice, Strategic options in –Corporate Strategy, Business level strategy and Functional level strategy

**Module – 68: Strategic Implementation and Control**

**Module – 69: Corporate Governance in India**

Composition of Board of Directors; Corporate Governance and Role of Board: Corporate Governance – other components; Corporate Governance system worldwide: Single board Vs Dual board; Germany – Japanese system – ‘networked model’ Vs Anglo – American system –

‘high – tension model’; Corporate Governance in India – A journey through the historical models.

**Corporate Governance in India:** Salient features; Main recommendations of the Corporate Governance Committees and Codes in India; Corporate Governance and Legislations in India; Corporate Governance in the Public Sector in India.

**Module – 70: Shareholders – Corporate Governance and Corporate Social Responsibility (CSR)**

Rights and privileges of shareholders; Grievance redressal process in India; Relationship between Investor Protection and Corporate Governance; Shareholder activism

**Corporate Social Responsibility (CSR):** CSR and the Stakeholder; Justification of CSR; Scope of CSR; CSR and Indian corporations; CSR Reporting.

**References:**

1. Bhattacharya, S.K. and Venkataraman, N.: Managing Business Enterprise: Strategies, Structures and Systems, Vikas Publishing House, New Delhi
2. Budhiraja, S.B. and Athreya, M.B.: Cases in Strategic Management, Tata McGraw – Hill, New Delhi
3. Hunger, David J. and Wheelen, Thomas L.: Strategic Management, Addison –Wesley, International Edition
4. Glueck, William F. and Jausch, Lawrence R.: Business Policy and Strategic Management, McGraw Hill, International Edition
5. Ansoff, H. Igor: Implanting Strategic Management, Prentice Hall, New Jersey
6. Kazmi, Azhar: Business Policy, Tata McGraw – Hill, New Delhi
7. Mintzberg, Henry and Quinn, James Brian: The Strategy Process, Prentice Hall, New Jersey
8. Newmann, William H. and Logan, James P.: Strategy, Policy and Central Management, South Western Publishing Co., Cincinnati, Ohio.
9. Sharma, R.A.: Strategic Management in Indian Companies, Deep and Deep Publications, New Delhi
10. Das, Ranjan: Crafting the Strategy, TMH, New Delhi

11. Cherunilam, F.: Strategic Management, Himalaya Publishing House, New Delhi
12. Satheesh Kumar, T.N.: Corporate Governance, Oxford University Press, New Delhi
13. Fernando, A.C.: Corporate Governance: Principles, Policies and Practices, Pearson Education; New Delhi

**Subject: International Financial Management**

**Paper Code: DCOM – 205**

**Full Marks: 50**

**Course Contents:**

**Module – 71: Foreign Exchange Market and Its Activities**

Concept, Features, Types of market – Spot and Forward, Types of quotations, Spread

**Foreign market activities:** Speculating, Hedging and Arbitraging

**Module – 72: Parity conditions in International Finance and Exchange rate equilibrium**

Purchasing Power Parity, Fisher effect, International Fisher effect, Interest rate Parity, Unbiased forward rate

**Exchange Rate Equilibrium:** Factors affecting Exchange Rates

**Module – 73: International Financing and Project Financing Decisions**

Sources – Bond Financing (Fixed and Floating Rate Notes), Loan Financing (Syndicates Loans), Securities Financing (Euronote), Equity Financing (GDR and ADR), Issues for consideration

**Project Financing Decisions:** Introduction to International Capital Budgeting and Cost of Capital of a Foreign Investment.

**Module – 74: Exposures to International Firms**

Transaction, Translation and Economic

**Module – 75: Foreign Exchange Risk Management**

Internal and External hedging techniques



## **References:**

1. Apte, P.G.: International Financial Management, Tata McGraw Hill
2. Machiraju, H.R.: International Financial Management, Himalaya Publishing House
3. Madura, Jeff: International Financial Management, South Western Cengage Learning
4. Sharan, V.: International Financial Management, Prentice Hall India
5. Bekaert, G.J. and Hodrick, R.J.: International Financial Management, Pearson
6. Eun, C.S. and Resnick, B.G.: International Financial Management, McGraw Hill/Irwin

**Subject: Corporate Indirect Taxes**

**Paper Code: DCOM – 206**

**Full Marks: 50**

## **Course Contents:**

### **Module – 76: Indirect Taxes- Basic Concepts**

Tax structure in India; Indirect taxes in India; Basic features of indirect taxes; Advantages of indirect taxes; Disadvantages of indirect taxes; History of Indian tax reforms since independence

### **Module – 77: Goods and Services Tax- Basic Concepts and Definitions**

Goods and services tax (GST )—Basic concepts; Taxes subsumed in GST; Salient features of GST; Objects and purposes of GST ; Advantages of GST ; challenges of GST ; Acts and Rules governing GST ; GST Council ; Goods and Services Tax Network ( GSTN ) ; Rates of GST

### **Module – 78: Supply, Levy of GST, Location of Supplier and Place of Supply**

Concept of supply; taxable supply

Levy of GST; Inter-State and Intra-state supply of goods and services; Import; Export

Location of supplier and place of supply of goods and services; Supply in the course of inter-State trade or commerce; Intra-State supply, mixed supply.

### **Module – 79: Reverse Charge Mechanism, Composition Scheme, Input Tax Credit, Registration, Tax Invoice, Credit Notes and Debit Notes, Submission of Return and Payment of Tax**

Reverse charge mechanism (RCM); Notified goods and services; Supply of goods and services by an unregistered supplier to a registered person

Composition scheme; Eligibility- turnover limit; certain conditions and restrictions; Tax rate under composition scheme

Input tax credit (ITC); Utilization of ITC; Certain conditions for availing ITC; Time limit for availing ITC.

Registration; Persons liable for registration; Registration in other cases; Persons not liable for registration; Procedure for registration, documents required for registration

Submission of Return and Payment of Tax: Submission of return; Different return forms; Payment of tax; Interest for delayed payment of tax; Interest for undue or excess claim of ITC

### **Module – 80: Custom Duty**

Introduction- objective; Definition of terms- Custom Water, Territorial Water, Goods, Baggage; Taxable Event for export and import of goods; Exemptions; Assessable Value and Basic Custom Duty; Ware-housing; Duty Drawback; Demand and Recovery of Custom Duty

### **References:**

1. Datey V.S.: Indirect Tax Law and Practice, Taxmann
2. Kumar, Sanjeev: Systematic Approach to Indirect Taxes, Bharat Law Pvt. Ltd.

## **Specialisation (Accounting and Finance)**

**Subject: Advanced Management Accounting**

**Paper Code: DCOM – 207AF**

**Full Marks: 50**

### **Course Contents:**

#### **Module – 81: Fundamentals of Management Accounting**

Introduction to Management Accounting; Evolution of Accounting; Functions, Tools and Techniques of Management Accounting; Inter – linkages and differences among Financial Accounting, Cost Accounting and Management Accounting; Designing of Management Accounting System in an organization; Limitations of Management Accounting.

### **Module – 82: Capital budgeting under Certainty**

Traditional and Modern methods of Capital budgeting and their appraisal; Comparison between NPV and IRR method; Capital Rationing, Formulation of Linear Programming, Interger – Programming and Goal Programming in Capital budgeting decisions.

### **Module – 83: Capital budgeting under Risk and Uncertainty**

Difference between capital budgeting under certainty and under risk and uncertainty; Techniques of capital budgeting under risk and uncertainty and their appraisal.

### **Module – 84: Responsibility Accounting**

Meaning and objectives; Responsibility centers and Evaluation of centre financial performance; Divisional performance measurement; Issues of inter – divisional Transfer Pricing.

### **Module – 85: Corporate Financial Distress and Bankruptcy**

Introduction; Reasons of financial distress and corporate bankruptcy; Corporate Sickness – Indian Scenario; Indian and Foreign studies on corporate bankruptcy; Distress prediction models; Corporate governance in distressed firms; Distressed firm valuation; BIFR and its role for revival of sick units.

### **References:**

1. Van Horne, J.C. (2001): Financial Management and Policy, 12<sup>th</sup> Ed., Pearson Education, New Delhi
2. Lavy, H. and Sarnat, M. (1995): Capital Investment and Financial Decisions, 5<sup>th</sup> Ed. PHI, New Delhi
3. Horngren, C.T., Sundem, G.L. and Stratton, W.O. (2007): An Introduction to Management Accounting, Prentice Hall Pvt. Ltd., New Delhi
4. Peterson, Pamela P. and Fabozzi, Frank J. (2002): Capital Budgeting: Theory and Practice, John Wiley & Sons, USA
5. D. Dayananda, R. Irons, S. Harrison, J. Herbohn and P. Rowland (2002): Capital Budgeting: Financial Appraisal of Investment Projects, Cambridge University Press, U.K.

6. Altman, E.I. and Hotchkiss, E. (2006). Corporate Financial Distress and Bankruptcy, John Wiley & Sons, New Jersey
7. Kishore, Ravi M. (2013), Advanced Management Accounting, Taxmann Publication, 3<sup>rd</sup> Ed., New Delhi
8. Khan, M.Y. and Jain, P.K. (2010). Management Accounting, Tata McGraw Hill Publications, 5<sup>th</sup> Ed., New Delhi

### **Specialisation (Accounting and Finance)**

**Subject: Advanced Financial Accounting**

**Paper Code: DCOM – 208AF**

**Full Marks: 50**

#### **Course Contents:**

**Module – 86AF:** Accounting of Service Industries: Education Institutions, Transport, Hotel etc.

**Module – 87AF:** Accounting relating to liquidation of Companies.

**Module – 88AF:** Some special issues in Accounting: Human Resource Accounting, Value added accounting etc.

**Module – 89AF:** Accounting for holding and subsidiary company.

**Module – 90AF:** Accounts for specific companies: Insurance Company (Including loss of profit Insurance) and Banking Company.

#### **References:**

1. Beams, F.A.: Advanced accounting, prentice Hall, New Jersey
2. Dearden, J. and Bhattacharya, S.K Accounting for Management, Vikas Publishing House, New Delhi
3. Engler, C, Bernstein, L.A., and Lambert, K.R. Advanced Accounting, Irwin, Chicago

4. Maheshwari, S.N. and Maheshwari, S.K.: Advanced Accountancy – Vol. – II, Vikas Publishing House, New Delhi
5. Shukla, M.C., Grewal, T.S. and Gupta, S.C.: Advanced Accountancy – Vol. – II, Sultan Chand & Co., New Delhi
6. Gupta, R, and L.: Advance Financial Accounting, Sultan Chand, New Delhi
7. Chakraborty, H.: Advance Accounting, Oxford University Press, Delhi
8. Porwal, L.S.: Accounting Theory, Tata McGraw – Hill, New Delhi
9. Ghose, Maheswari and Goyale: Studies in Accounting Theory, Willey Eastern Ltd.

### **Specialisation (Accounting and Finance)**

**Subject: Financial Statement Analysis**

**Paper Code: DCOM – 209AF**

**Full Marks: 50**

#### **Course Contents:**

##### **Module – 91AF: Introduction and Overview**

Concept of Financial Statements; Nature of Financial Statements; Objectives of Financial Statement; Limitations of Financial Statements; Overview of Financial Statement Analysis; Tools of Financial Statement Analysis.

##### **Module – 92AF: Financial Statement Analysis with the Help of Financial Ratios**

Financial Ratios and their implications, Different types of Financial Ratios, Calculation and its interpretation.

##### **Module – 93AF: Cash Flow Analysis and Management of Receivables**

Relevance of Cash, Interpretation of Cash Flows and Net Income, Construction of Cash Flow Reporting, Additional Disclosures and Adjustments.

**Management of Receivables:** Nature of Debtors, Objectives of Debtors Management, Costs of Maintaining Debtors, Collection Policies, Evaluating the Credit Applicant

##### **Module – 94AF: Financial Reporting**

Accounting and Financial Reporting Standards; Scope of Accounting Standard; Standard setting procedure; Accounting standard at a glance.

**Module – 95AF: Corporate Segment Reporting, Social Reporting and Emerging Tools for Performance Measurement**

Corporate Segment Reporting, Corporate Social Reporting and Corporate Environment Reporting, Emerging Tools for Performance Measurement  
Economic Value Added, Market Value Added, Balance Scorecard.

**References:**

1. Wild, John J., Berstein, L.A. and Subramanyam, K.R.: Financial Statement Analysis, McGraw – Hill, New York
2. Foster, G.: Financial Statement Analysis
3. Kaveri, V.S.: Financial Ratios as Predictors of Borrowers Health, Sultan Chand & Sons, New Delhi
4. Foulke, R.A.: Practical Financial Statement Analysis, McGraw-Hill, New York
5. Ghosh, T.P.: Accounting Standards and Corporate Accounting Practices, Taxmann, New Delhi
6. Agarwal, S.: Guide to Accounting Standard, Snowwhite
7. Sinha, G.C.: Financial Statement Analysis, N.B. Publications, Calcutta

**Specialisation (Accounting and Finance)**

**Subject: Advanced Cost Accounting**

**Paper Code: DCOM – 210AF**

**Full Marks: 50**

**Course Contents:**

**Module – 96AF: Cost Control Accounts**

Systems of maintaining accounts in the cost books: Reconciliation of Cost and Financial Accounts; Need for reconciliation; Reasons for variation in profit; Reconciliation procedure.

**Module – 97AF: Process Costing**

Treatment of process losers; Inter-process profit; Equivalent production; Joint product and By-product costing; Depth of processing.

**Module – 98AF: Marginal costing and Contemporary Issues in Cost Accounting**

Concepts and Break-even analysis; various managerial decisions using marginal costing.

**Contemporary Issues in Cost Accounting:** Activity Based Costing (ABC) – Definition, concept and approaches; Developing the system of ABC; Benefits and uses; Prevalence of identified factors affecting ABC system in emerging economics, target costing – definition, basis of product pricing, steps in developing the target cost and target price.

**Module – 99AF: Budgetary Control**

Definition of Budget control; objectives; Types of Budget; Preparation of Functional budgets; Master Budget; Flexible Budgeting; Zero Budgeting; Performance Budgeting.

**Module – 100AF: Standard Costing**

Objectives; Relationship with Budgetary Control; Variance analysis; Invention of variance; Accounting for cost variance.

**References:**

1. Horngren, Foster & Dater: Cost Accounting – A managerial Emphasis, PHI
2. Prasad, N.K. and Prasad A.K. Principles and practice of cost accounting, Book Syndicate, Calcutta
3. Saxena, V.K. and Vashist, C.D. Advanced cost and management accounting, Sultan Chand and Sons, Delhi
4. Rethnam, P.V. Costing adviser, Kitab Mahal, Mumbai
5. Dicky: Handbook of cost Accountancy
6. Banerjee, B. Cost accounting, prentice hall India, New Delhi
7. Davidson and Well: Handbook of cost Accountancy

## **Specialisation (Computerized Accounting and Taxation)**

**Subject: E-Commerce and Computerised Accounting**

**Paper Code: DCOM – 207CAT**

**Full Marks: 50**

### **Course Contents:**

#### **Module – 81CAT: E-Commerce and Applications of E-Commerce in Business**

Introduction, Traditional commerce Vs E-Commerce, Advantages and Disadvantages, Different types of e-commerce, Applications of E-Commerce in Business

#### **Module – 82CAT: Categories of E-Commerce and Driving forces behind E-Commerce**

Customer-oriented, Business-oriented, driving forces behind E-Commerce

#### **Module – 83CAT: Network Infrastructure for E-Commerce**

Internet, Intranet and Extranet

#### **Module – 84CAT: Legal Requirements in E-Commerce**

Ethical and Legal issues

#### **Module – 85CAT: Introduction to Accounting Packages (Any Two)**

FACT; ACCORD; EX-NGN

### **References:**

1. Agarwala, K.N. and Agarwala, Deeksha: Business on the Net: What's and how's of E-Commerce, Macmillan, New Delhi
2. Agarwala, K.N. and Agarwala, Deeksha: Business on the Net: Bridge to the online storefront, Macmillan, and new Delhi
3. Cady, G.H. and McGregor, P.: Mastering the Internet, BPB Publication, New Delhi
4. Janal, D.S.: Online marketing Hand Book, van Nostrand Reinhold, New Delhi
5. Kosivr, David: Understanding Electronic Commerce, Microsoft Press, Washington
6. Minoli and Minoi: Web Commerce Technology Handbook, Tata McGraw Hill, New Delhi
7. Schneider, Gary P.: Electronic Commerce, Course Technology, Delhi
8. Young Margaret Levine: The Complete Reference to Internet, Tata McGraw Hill, New Delhi



9. O'Brien, J.: Management Information System, Tata McGraw Hill, New Delhi
10. Diwan, Parag and Sharma, Sunil: E-Commerce – A managers' Guide to E-Business; Excel Book, New Delhi
11. Murthy, C.S.V.: E-Commerce – Concept, Models, Strategies, Himalaya Publishing House, New Delhi
12. Wesland and Clark: Global Electronic Commerce; Theory and Case Studies
13. Singh, Alwyn and Didar: E-Commerce for Manager, Vikas Publishing House, New Delhi
14. Gandhi Sunil: Computer Practical

### **Specialisation (Computerized Accounting and Taxation)**

**Subject: Computerised Taxation**

**Paper Code: DCOM – 208CAT**

**Full Marks: 50**

#### **Course Contents:**

#### **Module – 86CAT: Introduction and Income tax Assessment**

Concept of PAN, TAN, Different for filling returns, Types of return, AIN

**Income tax Assessment:** Different types of assessment – Self assessment, Best Judgment Assessment, Re-assessment, Filing of returns online: An Introduction and concept of digital signature

#### **Module – 87CAT: Scheme of Furnishing Electronic Return**

#### **Module – 88CAT: Type of deductors and Payment of TDS/TCS**

Government, Non-corporate and Corporate

**Payment of TDS/TCS:** CIN, BIN

#### **Module – 89CAT: Online PAN and TAN Registration**

tdscpc.gov.in-e-tutorial for Registration

#### **Module 90CAT: Download, Preparation and Validation**

E-TDS: 24Q-26Q-27Q-27EQ, 24G

Form – 16, Form – 16A & others from tdscpe.gov.in & Conversion to PDF, E-Tutorial

**References:**

1. Circulars Issued by C.B.D.T.
2. Income Tax Act, 1961
3. Income Tax Rules, 1962
4. Tax Information Network, Deductors' Manual v. 1.9, for quarterly e-TDS/TCS statements from F.Y. 2005-06 & onwards, NSDL e-Governance Infrastructure Limited.
5. Ahuja and Gupta: Systematic approach to Income Tax and Central sales Tax, Bharat Law House, New Delhi
6. Singhania, V.K.: Direct Taxes: Law and Practice, Taxmann Publication, Delhi
7. Kumar, Sanjeev: Systematic Approach to Indirect Taxes, Bharat Law House Pvt. Ltd.

**Specialisation (Computerized Accounting and Taxation)**

**Subject: Stock Market Trading (Practical) And  
Stock Trading Accounting  
Paper Code: DCOM – 209CAT  
Full Marks: 50**

**Course Contents:**

**Module – 91CAT:** Opening of online trading account, Bank account and DEMAT account.

**Module – 92CAT:** Use of BSE

**Module – 93CAT:** NSE Terminals

**Module – 94CAT:** Online Purchase/Sale of shares

**Module – 95CAT:** Application of Money wire Software (**Practical**)

**References:**

1. Bhole, L.M.: Financial Institutions and Markets, TMH
2. Pathak, Bharati V.: Indian Financial System, Pearson Education

3. Khan, M.Y.: Indian Financial System, Tata McGraw Hill, New Delhi
4. Gupta, S.B.: Monetary Economics – Institutions, Theory and Policy, S. Chand, New Delhi
5. Sarkhel, J. and Gupta, A.: Capital Market – Theory and Institutions, Book Syndicate
6. Pandian, P.: Security Analysis and Portfolio Management, Vikas Publishing House Pvt. Ltd., New Delhi

### **Specialisation (Computerized Accounting and Taxation)**

**Subject: Computerized Return Filing**

**Paper Code: DCOM – 210CAT**

**Full Marks: 50**

#### **Course Contents:**

#### **Module – 96CAT: Online Payment of Tax and New PAN Registration**

All types of assesses

**New PAN Registration:** For E-Filing of Income Tax

#### **Module – 97CAT: Return Filing and Annual Information Return (AIR)**

ITR – 1 to ITR – 4, Online & Offline – Software Download – Run – Validation – Readme, Excel & Java Utility

**Annual Information Return (AIR) – RPU – FVU**

#### **Module – 98CAT: Service Tax**

Registration – ST – 1; Registration – ST – 2 & PAN, Return Online

#### **Module – 99CAT: Central Excise**

Online & Offline

#### **Module – 100CAT: WB – VAT, CST, and Profession Tax**

Compulsory Online Registration – Password Creation – E – Return

### **References:**

1. Circulars Issued by C.B.D.T.
2. Income Tax Act, 1961
3. Income Tax Rules, 1962
4. Tax Information Network, Deductors' Manual v. 1.9, for quarterly e-TDS/TCS statements from F.Y. 2005-06 & onwards, NSDL e-Governance Infrastructure Limited.
5. Ahuja and Gupta: Systematic approach to Income Tax and Central Sales Tax, Bharat Law House, New Delhi
6. Singhanian, V.K.: Direct Taxes: Law and Practice, Taxmann Publication, Delhi
7. Kumar, Sanjeev: Systematic Approach to Indirect Taxes, Bharat Law House Pvt. Ltd.

## **Specialisation (Banking, Insurance and Capital Market)**

**Subject: Indian Banking System**

**Paper Code: DCOM – 207BIC**

**Full Marks: 50**

### **Course Contents:**

#### **Module – 81BIC: Overview of Banking System and Regulatory Framework**

Structure of Banking system in India; Provisions of RBI act 1935, Banking Regulation Act, 1949 and Prevention of Money Laundering Act, 2002; Government and RBI's Powers in Opening of New Banks and Branch Licensing; CRR and SLR Concepts; RBI's Monetary and Credit Policy.

#### **Module – 82BIC: Banker Customer Relationship**

The legal relationship between the Banker and Customer; Types of Accounts such as Current Accounts, Savings Bank Account and Fixed Deposits; Other Transactions between Banker and Customer such as Safe Deposit Vaults, Financial Advice, Letters of Introduction and Other Services rendered by Banks; Special features of the relationship between banker and customer – Their mutual rights and duties – Lien – Power to combine different accounts – Secrecy of account.

### **Module – 83BIC: Negotiable Instruments**

Types and characteristics; Cheque and its distinction from Bill and Promissory note; Quasi – negotiable instruments; Relevant sections of Negotiable Instruments Act; Endorsement: different types; Crossing: types and effect.

### **Module – 84BIC: Regulation and supervision of Reserve Bank over Commercial Banks**

Licensing of banks; Opening of new banks; Branch Licensing; Foreign banks; Cash reserves and Liquid assets; Definition of NPA; Income Recognition and Asset Classification Norms (IRAC Norms); Capital and reserves; Prudential norms and CRAR; Control over methods of operation.

### **Module – 85BIC: Priority sector Lending and Financial Inclusion**

Priority sector advances and socio-economic policies; Financial inclusion: Meaning, significance and status; Measures towards financial inclusion. **Regional Rural Banks and Co-Operative Banks.**

### **References:**

1. Tannan, M.L., revised by Datta, C.R. & Kataria, S.K.: Banking Law and Practice, Wadhwa & Company, Nagpur.
2. Srivastava, A.B. and Elumalai, K.: Seth's Banking Law, Law Publisher's India (P) Limited.
3. Gupta, R.K.: Banking Law and Practice in 3 Vols., Modern Law Publications.
4. Gomez, Clifford: Banking and Finance – Theory, Law and Practice, PHI Learning Private Limited.
5. Holden, J.M.: The Law and Practice of Banking, Universal Law Publishing.

## **Specialisation (Banking, Insurance and Capital Market)**

**Subject: Insurance: Principles and Practice**

**Paper Code: DCOM – 208BIC**

**Full Marks: 50**

### **Course Contents:**

#### **Module – 86BIC: Introduction**

Concept, Functions, Characteristics, Its difference with gambling. Importance of insurance: To individuals, organizations and society. Selection of insured: Understanding risk of the insured, factors affecting risk, sources of risk information. Types of insurance: Life and Non-life, Classification of policies in life insurance: according to duration, premium payments, participation in profits, traditional and non-traditional.

#### **Module – 87BIC: Insurance and Tax planning**

Discussion with reference to taxation benefits

#### **Module – 88BIC: Indian Insurance Industry**

Developments and growth

#### **Module – 89BIC: Life Insurance Sector reforms in India**

Reasons and Consequences

#### **Module – 90BIC: Reforms in General Insurance Sector in India**

Reasons and Consequences

### **References:**

1. Mishra, M.N.: Insurance Principles and Practice, S. Chand, New Delhi
2. Sadhak, H.: Life Insurance in India: Opportunities, Challenges and Strategic Perspective, Sage Publications, New Delhi
3. Ali, S., Mohammad, R. and Ahmad M.: Insurance in India, Regal Publications, New Delhi

4. Thomas, G. and Mishra, K.C.: General Insurance: Principles & Practice, Cengage Learning
5. Mishra, K.C., Mishra, M. and Tripathy, M.: General Insurance: Business Operations in Executing, Cengage Learning
6. Ali, S, Mohammad, R. and Ahmad, M.: Insurance in India: Development, Reforms, Risk Managements, Performance, Jainbook Agency
7. Narang, U.: Insurance Industry in India: Features, Reforms and Outlook, Jain Agency
8. Singh, S.R.: Dictionary of Insurance, Jain Agency
9. Tyagi, C.L. and Tyagi, M.: Insurance – Law and Practice, Jain Agency
10. Bihari, S.C. and Baral, S.K.: Insurance Management in the Reforms Era, Jain Agency

### **Specialisation (Banking, Insurance and Capital Market)**

**Subject: Stock Market Operation (Theory) and  
Stock Market Trading (Practical)**

**Paper Code: DCOM – 209BIC**

**Full Marks: 50**

#### **Course Contents:**

##### **Module – 91BIC: Listing of Securities**

Meaning; Advantages of listing; Listing requirements – procedure, fees, etc.; Listing of rights issue, bonus issue, further issue, etc.; Listing conditions of BSE and NSE; Delisting.

##### **Module – 92BIC: Trading in major India Stock Exchanges and Risk Management**

BSE: Different trading systems, Share groups on BSE, BOLT System; Different types of settlements: Pay – in and Pay – out; Bad Delivery; Short delivery; Auction.

NSE: Market segments; NEAT system options – Market types, Order types and books De-mat settlement; Physical settlement; Funds settlement; Bad and Short delivery; Auction.

**Risk Management system in Major Indian Stock Exchanges:** Risk Management system in BSE & NSE – Margins – Exposure limits; Surveillance system in BSE & NSE – Circuit breakers.

### **Module – 93BIC: Stock Market Indices**

Purpose and Consideration in developing index; Methods (Weighted Aggregate Value method, Weighted Average of Price Relatives method, Free –Float method); Stock market indices in India – BSE Sensex – Scrip selection criteria – Construction – Other BSE indices (briefly); NSE indices – S & P CNX Nifty – Scrip selection criteria – Construction; Stock market indices in foreign countries (Overview).

### **Module – 94BIC & 95BIC: Stock Market Trading (Practical)**

1. Instructions on the subject will be given with the help of Dummy Stock Market Trading Terminal, Preferably in association with any broker firm, keeping in mind the practical demand.
2. In case a broker firm is associated, it is to be selected by the Department, on the basis of the recommendation of the internal teacher.
3. Examination will take place on this practical paper as per rule of any other practical paper examination of the university.

### **References:**

1. Raghunathan, V. and Rajib, P.: Stock exchanges, Investment and Derivatives, Tata McGraw Hill, New Delhi
2. Punithavathy Pandian, Security Analysis and Portfolio Management, Vikas Publishing House Pvt. Ltd.
3. V.A. Avadhani, Investment and Securities Market in India, Himalaya Publishing House.
4. Prasanna Chandra, Security Analysis and Portfolio Management, Tata McGraw –Hill
5. Sanjeev Agarwal, A Guide to Indian Capital Market, Bharat Publishers.
6. Ravi Puliani and Mahesh Puliani, Manual of SEBI, Bharat Publication.



## **Specialisation (Banking, Insurance and Capital Market)**

**Subject: Banking Practice and Project Work (Capital Market)**

**Paper Code: DCOM – 210BIC**

**Full Marks: 50**

### **Course Contents:**

#### **Module – 96BIC: Asset – Liability Management**

Definition of assets and liabilities; Asset liability mismatches on the grounds of locations, maturity, return and currency; Risks while managing the assets and liabilities: Liquidity risk, Pre-mature withdrawal and Pre-payment risk, Price Risk, Foreign exchange and sector based risk; Strategies to manage these risks; RBI guidelines for asset and liability management; Management of loan portfolio with special reference to Non Performing Assets (NPAs).

#### **Module – 97BIC: Loans and Advances**

Loans and advances; Overdrafts; Different kinds of securities for banker's advances and loans: hypothecation, guarantee, pledge, lien, mortgage, charge, etc.; Self Employment Schemes Women Entrepreneurs, Small Scale Industries Agriculture Finance, Export Finance, etc; Call loans and loans repayable at short notice; Micro Finance.

#### **Module-98BIC: Electronic Banking and IT in Banks**

IT in Banking: and Introduction; IT Application in Banking; Computer – Based Information Systems for Banking; Electronic Banking: Basic and Value Added Services; Internet Banking; Enabling Technologies of Modern banking – Core Banking, RTGS, EFT and NEFT; Electronic Commerce and Banking; Integrated Communication Networks for Banks' Security and Control Systems – Cyber Crimes and Fraud Management.

#### **Module – 99BIC & 100 BIC: PROJECT WORK**

1. Each student shall undertake a firsthand study of some aspect of capita market in India.
2. The student shall write a project report of not less than 5000 words under the guidance of an internal teacher based on his study.
3. The student shall submit a typed copy of the project report to the Institute.

4. A viva voce will be conducted by the internal teacher along with any other teacher of the Department to understand the authenticity of the project having undertaken by the student. However, no marks will be assigned for the viva. Only after clearance from the viva, the project report will be evaluated.
5. The project report will be evaluated as per the examination rule of the university.

**References:**

1. Tannan, M.L., revised by Datta, C.R. & Kataria, S.K.: Banking Law and Practice, Wadhwa & Company, Nagpur
2. Srivastava, A.B. and Elumalai, K.: Seth's Banking Law, Law Publisher's India (P) Limited.
3. Gupta, R.K.: Banking Law and Practice in 3 Vols., Modern Law Publications.
4. Gomez, Clifford: Banking and Finance – Theory, Law and Practice, PHI Learning Private Limited.
5. Holden, J.M.: The Law and Practice of Banking, Universal Law Publishing.