SYLLABUS

FOR

Bachelor of Commerce (B.Com.)
(Pass & Hons.)
(Semester: I–VI)

Examinations: 2019-20

GURUNANAKDEV UNIVERSITY
AMRITSAR

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# Scheme of Examination

## SEMESTER–I:

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Maximum Marks</th>
<th>Number of Lectures (L)</th>
<th>Tutorials (T) per week</th>
</tr>
</thead>
<tbody>
<tr>
<td>BCG–101</td>
<td>English (Compulsory)</td>
<td>50</td>
<td>6</td>
<td>–</td>
</tr>
<tr>
<td>BCG–102</td>
<td>Punjabi (Compulsory) OR ਪੰਜਾਬੀ ਪੰਜਾਬੀ OR Punjab History &amp; Culture (From Earliest Times to C 320) (Special Paper in lieu of Punjabi Compulsory)</td>
<td>50</td>
<td>6</td>
<td>–</td>
</tr>
<tr>
<td>BCG–103</td>
<td>Financial Accounting</td>
<td>50</td>
<td>6</td>
<td>2</td>
</tr>
<tr>
<td>BCG–104</td>
<td>Business Organisation</td>
<td>50</td>
<td>6</td>
<td>–</td>
</tr>
<tr>
<td>BCG–105</td>
<td>Business Communication</td>
<td>50</td>
<td>6</td>
<td>–</td>
</tr>
<tr>
<td>BCG–106</td>
<td>Business Statistics</td>
<td>50</td>
<td>6</td>
<td>–</td>
</tr>
<tr>
<td>BCG–107</td>
<td>Computer Fundamentals</td>
<td>50</td>
<td>4</td>
<td>–</td>
</tr>
<tr>
<td></td>
<td>*Drug Abuse: Problem, Management and Prevention (Compulsory)</td>
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</table>

## SEMESTER–II:

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Th.</th>
<th>Pr.</th>
<th>Maximum Marks</th>
<th>Number of Lectures (L)</th>
<th>Tutorials (T) per week</th>
</tr>
</thead>
<tbody>
<tr>
<td>BCG–201</td>
<td>English (Compulsory)</td>
<td></td>
<td></td>
<td>50</td>
<td>6</td>
<td>–</td>
</tr>
<tr>
<td>BCG–202</td>
<td>Punjabi (Compulsory) OR ਪੰਜਾਬੀ ਪੰਜਾਬੀ OR Punjab History &amp; Culture (C 320 to 1000 B.C.) (Special Paper in lieu of Punjabi Compulsory)</td>
<td></td>
<td></td>
<td>50</td>
<td>6</td>
<td>–</td>
</tr>
<tr>
<td>BCG–203</td>
<td>Advanced Financial Accounting</td>
<td>40</td>
<td>10</td>
<td>50</td>
<td>6</td>
<td>2 (Practical)</td>
</tr>
<tr>
<td>BCG–204</td>
<td>Commercial Laws</td>
<td></td>
<td></td>
<td>50</td>
<td>6</td>
<td>–</td>
</tr>
<tr>
<td>BCG–205</td>
<td>Business Economics</td>
<td></td>
<td></td>
<td>50</td>
<td>6</td>
<td>–</td>
</tr>
<tr>
<td>BCG–206</td>
<td>Functional Management</td>
<td></td>
<td></td>
<td>50</td>
<td>4</td>
<td>2</td>
</tr>
<tr>
<td>BCG–207</td>
<td>Seminar</td>
<td></td>
<td></td>
<td>50</td>
<td>–</td>
<td>–</td>
</tr>
<tr>
<td></td>
<td>*Drug Abuse: Problem, Management and Prevention (Compulsory)</td>
<td></td>
<td></td>
<td>50</td>
<td>–</td>
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*Note: The marks of Paper will not be added in the total marks.*
## SEMESTER–III:

<table>
<thead>
<tr>
<th>CourseCode</th>
<th>Course Title</th>
<th>MaximumMarks</th>
<th>Number of Lectures (L)</th>
<th>Tutorials (T) per week</th>
</tr>
</thead>
<tbody>
<tr>
<td>BCG–301</td>
<td>English (Compulsory)</td>
<td>50</td>
<td>6</td>
<td>-</td>
</tr>
<tr>
<td>BCG–302</td>
<td>Punjabi Compulsory / (Basic Punjabi)/ Punjab History &amp; Culture (From 1000 to 1605 A. D.) (Special Paper in lieu of Punjabi Compulsory)</td>
<td>50</td>
<td>6</td>
<td>-</td>
</tr>
<tr>
<td>BCG–303</td>
<td>Corporate Accounting</td>
<td>50</td>
<td>6</td>
<td>2</td>
</tr>
<tr>
<td>BCG–304</td>
<td>Company Law</td>
<td>50</td>
<td>6</td>
<td>-</td>
</tr>
<tr>
<td>BCG–305</td>
<td>Financial Management</td>
<td>50</td>
<td>6</td>
<td>-</td>
</tr>
<tr>
<td>BCG–306</td>
<td>International Business</td>
<td>50</td>
<td>6</td>
<td>-</td>
</tr>
<tr>
<td>BCG–307</td>
<td>Business Environment</td>
<td>50</td>
<td>6</td>
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## SEMESTER–IV:

<table>
<thead>
<tr>
<th>CourseCode</th>
<th>Course Title</th>
<th>MaximumMarks</th>
<th>Number of Lectures (L)</th>
<th>Tutorials (T) per week</th>
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<tbody>
<tr>
<td>BCG–401</td>
<td>English (Compulsory)</td>
<td>50</td>
<td>6</td>
<td>-</td>
</tr>
<tr>
<td>BCG–402</td>
<td>Punjabi Compulsory / (Basic Punjabi)/ Punjab History &amp; Culture (From 1605 to 1849 A. D.) (Special Paper in lieu of Punjabi Compulsory)</td>
<td>50</td>
<td>6</td>
<td>-</td>
</tr>
<tr>
<td>BCG–403</td>
<td>Goods and Services Tax</td>
<td>50</td>
<td>6</td>
<td>2</td>
</tr>
<tr>
<td>BCG–404</td>
<td>Industrial Laws</td>
<td>50</td>
<td>6</td>
<td>-</td>
</tr>
<tr>
<td>BCG–405</td>
<td>Principles and Practices of Banking and Insurance</td>
<td>50</td>
<td>6</td>
<td>-</td>
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<tr>
<td>BCG–406</td>
<td>Cost Accounting</td>
<td>50</td>
<td>6</td>
<td>2</td>
</tr>
<tr>
<td>ESL–221</td>
<td>* Environmental Studies</td>
<td>100 (Qualifying)</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>BCG–407</td>
<td>Seminar</td>
<td>50</td>
<td>-</td>
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*Note :- Environmental Studies Paper whether marks are not included in the total marks.
SEMESTER–V:

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Maximum Marks</th>
<th>Number of Lectures (L)</th>
<th>Tutorials (T) per week</th>
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<tbody>
<tr>
<td>BCG–501</td>
<td>English(Compulsory)</td>
<td>50</td>
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<td>–</td>
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<tr>
<td>BCG–502</td>
<td>PunjabiCompulsory/ ਪੰਜਾਬੀ ਪੰਜਾਬੀ (ਫੈਨਾਘ ਲਗਾਤਾਰ ਇਨਿਹੋ ਦੇ ਮੇੱਡਿਸ਼ਨਜ਼ਵਲ)</td>
<td>50</td>
<td>6</td>
<td>–</td>
</tr>
<tr>
<td>BCG–503</td>
<td>ManagementAccounting</td>
<td>50</td>
<td>6</td>
<td>–</td>
</tr>
<tr>
<td>BCG–504</td>
<td>Direct Tax Law</td>
<td>50</td>
<td>6</td>
<td>2</td>
</tr>
<tr>
<td>BCG–505</td>
<td>Auditing</td>
<td>50</td>
<td>6</td>
<td>–</td>
</tr>
<tr>
<td></td>
<td>Specialisation Course 1</td>
<td>50</td>
<td>6</td>
<td>–</td>
</tr>
<tr>
<td></td>
<td>Specialisation Course 2</td>
<td>50</td>
<td>6</td>
<td>–</td>
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SPECIALISATIONS
Any of the following groups each having two papers in Semester V can be chosen as specialization by the students.

1. ACCOUNTING & FINANCE

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Maximum Marks</th>
<th>Number of Lectures (L)</th>
<th>Tutorials (T) per week</th>
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</thead>
<tbody>
<tr>
<td>BCG–511</td>
<td>Contemporary Accounting</td>
<td>50</td>
<td>6</td>
<td>–</td>
</tr>
<tr>
<td>BCG–512</td>
<td>Financial Market Operations</td>
<td>50</td>
<td>6</td>
<td>–</td>
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2. BANKING & INSURANCE

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Maximum Marks</th>
<th>Number of Lectures (L)</th>
<th>Tutorials (T) per week</th>
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</thead>
<tbody>
<tr>
<td>BCG–521</td>
<td>Banking Services Management</td>
<td>50</td>
<td>6</td>
<td>–</td>
</tr>
<tr>
<td>BCG–522</td>
<td>Insurance Services Management</td>
<td>50</td>
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3. COMPUTER APPLICATIONS & E–BUSINESS

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Maximum Marks</th>
<th>Number of Lectures (L)</th>
<th>Tutorials (T) per week</th>
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</thead>
<tbody>
<tr>
<td>BCG–531</td>
<td>Computer Based Accounting</td>
<td>50</td>
<td>6</td>
<td>–</td>
</tr>
<tr>
<td>BCG–532</td>
<td>E-Commerce</td>
<td>50</td>
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### SEMESTER–VI:

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<th>Tutorials (T) per week</th>
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<tbody>
<tr>
<td>BCG–601</td>
<td>English(Compulsory)</td>
<td>50</td>
<td>6</td>
<td>–</td>
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<tr>
<td>BCG–602</td>
<td>PunjabiCompulsory / ਪੰਜਾਬੀ ਪੰਜਾਬੀ (ਪੰਜਾਬੀ ਦੇ ਰਿਕਾਰਡ ਦੇ ਮੇਜ਼ਬਾਨਾਂ)</td>
<td>50</td>
<td>6</td>
<td>–</td>
</tr>
<tr>
<td>BCG–603</td>
<td>Operations Research</td>
<td>50</td>
<td>6</td>
<td>–</td>
</tr>
<tr>
<td>BCG–604</td>
<td>Corporate Governance</td>
<td>50</td>
<td>6</td>
<td>–</td>
</tr>
<tr>
<td>BCG–605</td>
<td>Workshop</td>
<td>50</td>
<td>6</td>
<td>–</td>
</tr>
<tr>
<td>Specialisation Course 1</td>
<td>50</td>
<td>6</td>
<td>–</td>
<td></td>
</tr>
<tr>
<td>Specialisation Course 2</td>
<td>50</td>
<td>6</td>
<td>–</td>
<td></td>
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</tbody>
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### SPECIALISATIONS:

Any of the following groups each having two papers in Semester VI can be chosen as specialization by the students.

1. **ACCOUNTING & FINANCE**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Maximum Marks</th>
<th>Number of Lectures (L)</th>
<th>Tutorials (T) per week</th>
</tr>
</thead>
<tbody>
<tr>
<td>BCG–611</td>
<td>Portfolio Management</td>
<td>50</td>
<td>6</td>
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<tr>
<td>BCG–612</td>
<td>Financial Services</td>
<td>50</td>
<td>6</td>
<td>–</td>
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</table>

2. **BANKING & INSURANCE**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Maximum Marks</th>
<th>Number of Lectures (L)</th>
<th>Tutorials (T) per week</th>
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<tbody>
<tr>
<td>BCG–621</td>
<td>Foreign Exchange Management</td>
<td>50</td>
<td>6</td>
<td>–</td>
</tr>
<tr>
<td>BCG–622</td>
<td>Risk Management and Insurance</td>
<td>50</td>
<td>6</td>
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3. **COMPUTER APPLICATIONS & E–BUSINESS**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Maximum Marks</th>
<th>Number of Lectures (L)</th>
<th>Tutorials (T) per week</th>
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</thead>
<tbody>
<tr>
<td>BCG–631</td>
<td>Windows and Networking</td>
<td>50</td>
<td>6</td>
<td>–</td>
</tr>
<tr>
<td>BCG–632</td>
<td>E-Marketing</td>
<td>50</td>
<td>6</td>
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</tbody>
</table>
The students will have to select one of the following groups having four papers each, of which Paper–I shall be offered in B.Com. (Hons.) Semester–III, Paper II in B.Com. (Hons.) Semester–IV, Paper III in B.Com. (Hons.), Semester–V & Paper IV in B.Com. (Hons.) Semester–VI.

Each paper shall carry 50 marks. Total Marks will be 200.

**Group I: Banking**
- Paper I: Banking and Financial System
- Paper II: Electronic Banking and Risk Management
- Paper III: Accounting for bankers
- Paper IV: Bank Marketing

**Group II: Project and production Management**
- Paper I: Production Management
- Paper II: Quality Management
- Paper III: Project Evaluation and Management
- Paper IV: Logistics and Supply Chain Management

**Group III: Insurance**
- Paper I: Principles and Practices of Life Insurance
- Paper II: Principles and Practices of General Insurance
- Paper III: Accounting for Insurers
- Paper IV: Insurance Marketing

**Group IV: International Business**
- Paper I: Management of International Business Operations
- Paper II: India’s Foreign Trade
- Paper III: International Financial Management
- Paper IV: International Marketing
BCG-101 ENGLISH (COMPULSORY)

Time: 3 Hours

Instructions for the Paper Setters:

Eight questions of equal marks (Specified in the syllabus) are to be set, two in each of the four Sections (A-D). Questions may be subdivided into parts (not exceeding four). Candidates are required to attempt five questions, selecting at least one question from each Section. The fifth question may be attempted from any Section.

Texts Prescribed:

1. *Tales of Life* (Guru Nanak Dev University, Amritsar) Stories at Sr.No.1, 2, 3, 5 and 6
2. *Prose for Young Learners* (Guru Nanak Dev University, Amritsar) Essays at Sr. No. 1, 2, 3, 5 and 6
3. *English Grammar in Use* (Fourth Edition) by Raymond Murphy, CUP

The syllabus is divided in four sections as mentioned below.

**SECTION–A**

English Grammar in Use, 4th Edition by Raymond Murphy, CUP (Units: 1-37)

**SECTION–B**

Paragraph Writing and English Grammar in Use (Units: 38-48)

**SECTION–C**

Tales of Life (Guru Nanak Dev University, Amritsar): Stories at Sr. No. 1, 2, 3, 5 and 6

**SECTION–D**

Prose for Young Learners: Essays at Sr. No. 1, 2, 3, 5 and 6
7
B.COM (PASS & HONS.) (SEMESTER-I)

BCG-102 पैनथी (साफ़ियी)

भाग : 3 पृष्ठ

माध्यम - दे

दे देवि (विभिन्न रंगों) (संग्रह. उत्तराभिलाष मिर्च दिए अंि तीथभ मिर्च माइअदिरा),
व्रद्ध तर्क देव पूर्वीतिति, उनियुमन।
(लेखन दे लिखित दे मार्ग/पूमा मार्ग 'भगवथा/वाटर' दि 'देमडोट')

माध्यम - वी

माध्यम छेत्रीं पूर्णिमा उपद्रवीं (छेत्रीं अंि 1 ति 9 उल्ल)
(मंद. हुि. उस्म निर्देश, उजलभ निर्देश माध्यम),
पैशाची माहित धुरफल, उनियुमन।
(हिम-हत्रघ/ग्रघ/निविन विंघ)

माध्यम - टी

(ए) पैसा विंघ(दिलिंड हिंघ हिंघ)
(अ) पैसा पूज दे पूमा दे धुंघ।

माध्यम - टी

(ए) भाषा वेलिंघीं : भाषा दि टेलमली तुप, भाषा अंि दिंघ-उम्मा दिंघ माउंट,पैशाची धुष्टमत्रा दे पहार-फिंघ।
(अ) पैशाची भाषा : विंघम दे विंघम

धिर-हौं अंि धिरीशब शस्त्री उपदिवं

1. पूमा पूज दे उल बरम देवकी। उल बरम हिंघ दे पूमा पूज हिंघ मामी।
2. हिरिमानिय दे उल भौं पूमा पूज बजने उल। उल बरम हिंघ दि पूमा पूजानी है।
3. तवें पूमा दे घरपर भें यह।
4. पैसा मेंट चलने वापस भेंट करने दि चां पूमा दि टेंड अंि में दंप दि देंप चल
 दिंघ-पूमा हिंघ दि मार्ग है।
BCG-102 घरेलू भाषाएँ
(In lieu of Compulsory Punjabi)

भाषा : 3 एकांत्रिक
खण्ड भाग : 50

मैत्रेय-चौथी

पंजी भाषा, भाषा भुन, पेंट विंटर द्वारा छत्र आदि पेंट लिख पेंट द्वारा छत्र आदि भाषा (भण्डर सहस्त्रबल)
अतात्म (विश, विद्यार्थी, भाषा) : पेंट आदि छत्र द्वारा

मैत्रेय-पाँची

पंजी पत्र-पत्रकार : पंजी सहस्त्रबल
(माता पत्र, माता वर्ग, भण्डर पत्र, भूल पत्र, भोजन आदि पिठीवट)

मैत्रेय-छठी

हिंदी छठ द्वारा दी पंजी पत्र-पत्रकार : घण्ट, घण्ट, विस्तृत-विस्तृत, पेंट आदि एवं पत्र परिभाषा अवधि राशि
मैत्रेय-छठी

हरदे दे में दिलां दे रं, जाना अनुवादित दे रं, डूंग दे रं, दिल दे में उब तिथादी सब्जी हिलिंग

अंक-दूसरे अवस्थित सही उत्तरहित

1. पूरा पेंट दे चात बुझा वेंटी। उद बुझा हिचे दे पूरा पेंट वेंटी लगतें।
2. लिखितवाली हे बुझा पूरा पूरा हस्ताक्षर द्वारा उत्तर दिचे हिचे पूरा हस्ताक्षर दिचे हिचे बीज द्वारा सजावट दिचे हिचे हस्ताक्षर दिचे हिचे बीज द्वारा सजावट दिचे हिचे हस्ताक्षर दिचे हिचे बीज द्वारा सजावट दिचे हिचे हस्ताक्षर दिचे हिचे बीज द्वारा सजावट दिचे हिचे हस्ताक्षर दिचे हिचे बीज द्वारा सजावट दिचे हिचे हस्ताक्षर दिचे हिचे बीज द्वारा सजावट दिचे हिचे हस्ताक्षर दिचे हिचे बीज द्वारा सजावट दिचे हिचे हस्ताक्षर दिचे हिचे बीज द्वारा सजावट दिचे हिचे हस्ताक्षर दिचे हिचे बीज द्वारा सजावट दिचे हिचे हस्ताक्षर दिचे हिचे बीज द्वारा सजावट दि
9

B.COM (PASS & HONS.) (SEMESTER-I)

Punjab History & Culture (From Earliest Times to C 320)
(Special Paper in lieu of Punjabi compulsory)

Time: 3 Hours

Max. Marks: 50

Instructions for the Paper Setters:-
Eight questions of equal marks (Specified in the syllabus) are to be set, two in each of the four Sections (A-D). Questions may be subdivided into parts (not exceeding four). Candidates are required to attempt five questions, selecting at least one question from each Section. The fifth question may be attempted from any Section.

SECTION A

1. Physical features of the Punjab and its impact on history.
2. Sources of the ancient history of Punjab

SECTION B

3. Harappan Civilization: Town planning; social, economic and religious life of the Indus Valley People.

SECTION C

5. Social, Religious and Economic life during Rig Vedic Age.

SECTION D

7. Teachings and impact of Buddhism
8. Jainism in the Punjab

Suggested Readings

BCG–103: FINANCIAL ACCOUNTING

Time: 3 Hours

Instructions for the Paper Setters:-
Eight questions of equal marks (Specified in the syllabus) are to be set, two in each of the four Sections (A-D). Questions may be subdivided into parts (not exceeding four). Candidates are required to attempt five questions, selecting at least one question from each Section. The fifth question may be attempted from any Section.

SECTION-A


Conceptual Framework for preparation and presentation of financial statements– Capital, Revenue and deferred revenue expenditure – Capital and revenue receipts

SECTION-B

Final Accounts of Sole Proprietor

Voyage Accounts– Meaning, accounting treatment in case of complete voyage & incomplete voyage.

SECTION-C

Joint Venture – Meaning, types, determination of profits under different methods.

Consignment Accounts– Meaning, features, consignee’s commission, account sales, distinction between joint venture & consignment, accounting treatment in the books of consignor & consignee

SECTION-D


Suggested Readings:

Note: Latest edition of text book may be used.
BCG–104: BUSINESS ORGANISATION

Time: 3 Hours
Max. Marks: 50

Instructions for the Paper Setters:
Eight questions of equal marks (Specified in the syllabus) are to be set, two in each of the four Sections (A-D). Questions may be subdivided into parts (not exceeding four). Candidates are required to attempt five questions, selecting at least one question from each Section. The fifth question may be attempted from any Section.

SECTION-A

SECTION-B

SECTION-C

SECTION-D

Suggested Readings:


BCG–105: BUSINESS COMMUNICATION

Time: 3 Hours
Max. Marks: 50

Instructions for the Paper Setters:-
Eight questions of equal marks (Specified in the syllabus) are to be set, two in each of the four Sections (A-D). Questions may be subdivided into parts (not exceeding four). Candidates are required to attempt five questions, selecting at least one question from each Section. The fifth question may be attempted from any Section.

SECTION-A

SECTION-B

SECTION-C
Internal Correspondence: Memos, Circulars, Notices, Office Orders Correspondence with banks–Regarding overdrafts, Cash credits, Loans; Drafting of sales letters, Circulars, Preparation of sales reports, Customers’ Correspondence–Complaints, Regarding dues, follow up letters

SECTION-D
Secretarial Correspondence: Correspondence with shareholders, debenture holders regarding dividend, interest, transfer–transmission. Communicating with statutory authorities and bodies like Stock exchange, RBI, SEBI Preparation of Resume, Job application, Drafting of interview letters, Call letters, Final appointment orders.

Suggested Readings:


Note: Latest edition of text book may be used.
BCG–106: BUSINESS STATISTICS

Time: 3 Hours Max. Marks: 50

Instructions for the Paper Setters:-
Eight questions of equal marks (Specified in the syllabus) are to be set, two in each of the four Sections (A-D). Questions may be subdivided into parts (not exceeding four). Candidates are required to attempt five questions, selecting at least one question from each Section. The fifth question may be attempted from any Section.

SECTION-A
Definition, Functions, Scope and Limitations of Statistics.
Measures of Central Tendency: Types of averages—Arithmetic Mean (Simple and Weighted), Median and Mode.

SECTION-B
Measures of Dispersion: Range, Quartile Deviation, Mean Deviation, Standard Deviation and Coefficient of Variation.
Simple Correlation and Regression: Meaning, Types, Karl Pearsons & Rank Correlation (Excluding grouped data), Probable error.

SECTION-C
Index Numbers: Meaning and importance, Methods of construction of Index Numbers:
Weighted and unweighted; Simple Aggregative Method, Simple Average of Price Relative Method,
Weighted index method: Laspeyres method, Pascals method and Fishers Ideal method including Time and Factor Reversal tests, Consumer Price Index.

SECTION-D
Probability: Conceptual meaning and definition of probability, Theorems of probability—addition and multiplication theorem of probability and concept of conditional probability (simple applications only).
Suggested Readings:

BCG–107 COMPUTER FUNDAMENTALS

Time: 3 Hours Max. Marks: 50

Instructions for the Paper Setters:-
Eight questions of equal marks (Specified in the syllabus) are to be set, two in each of the four Sections (A-D). Questions may be subdivided into parts (not exceeding four). Candidates are required to attempt five questions, selecting at least one question from each Section. The fifth question may be attempted from any Section.

SECTION-A

SECTION-B

SECTION-C
Computer memory: primary and secondary memory Secondary storage devices – magnetic and optical media input and output writs – printer, plotter, sconner–OMR, OCR, MICR, Mouse, Keyboard, Modem.

SECTION-D

Suggested Readings:


Note: Latest edition of text book may be used.
PROBLEM OF DRUG ABUSE

Time: 3 Hours

Instructions for the Paper Setters:-
Eight questions of equal marks (Specified in the syllabus) are to be set, two in each of the four Sections (A-D). Questions may be subdivided into parts (not exceeding four). Candidates are required to attempt five questions, selecting at least one question from each Section. The fifth question may be attempted from any Section.

SECTION – A

Meaning of Drug Abuse:

SECTION – B

Consequences of Drug Abuse for:
- Family: Violence.
- Society: Crime.
- Nation: Law and Order problem.

SECTION – C

Management of Drug Abuse:
Medical Management: Medication for treatment and to reduce withdrawal effects.

SECTION – D

Psychiatric Management: Counselling, Behavioural and Cognitive therapy.
Social Management: Family, Group therapy and Environmental Intervention.

References:

1. Ahuja, Ram (2003), Social Problems in India, Rawat Publication, Jaipur.
BCG-201 ENGLISH (COMPULSORY)

Time: 3 Hours

Instructions for the Paper Setters:-
Eight questions of equal marks (Specified in the syllabus) are to be set, two in each of the four Sections (A-D). Questions may be subdivided into parts (not exceeding four). Candidates are required to attempt five questions, selecting at least one question from each Section. The fifth question may be attempted from any Section.

Texts Prescribed:
1. Tales of Life (Guru Nanak Dev University, Amritsar) Stories at Sr. No. 7, 9, 10, 11, 12
2. Prose for Young Learners (Guru Nanak Dev University, Amritsar) Essays at Sr. No. 7, 8, 9, 10, 11
3. English Grammar in Use (Fourth Edition) by Raymond Murphy, CUP (Units: 49-97)

The syllabus is divided in four sections as mentioned below.

SECTION–A

English Grammar in Use, 4th Edition by Raymond Murphy, CUP (Units: 49-81)

SECTION–B

Personal letter Writing and English Grammar in Use (Units: 82-97)

SECTION–C

Tales of Life (Guru Nanak Dev University, Amritsar) 7, 9, 10, 11, 12

SECTION–D

Prose for Young Learners (Fourth Edition) by Raymond Murphy, CUP 7, 8, 9, 10 and 11
BCG-202 पृष्ठांश (यंत्रांश)

मात्रा: 3 पेंटे
बुध अंक: 50

पाठ-भूष अथवा पाठ-प्रमाण

मैद्रास - हे
दे तेंता (कुराती ज्याना) (सम्पूर्ण वर्गसिद्ध भ्रमण डिलिंग्ड अठें धिउब भ्रमण मतमूलीस्मा),
दें देरवाल टेट जुकीमेंट्स, आधिक्यमत।
(हिन्दी-भाषा/माध्यम/संबंध दें निर्देश दे उत्तर)

मैद्रास - धी
सीमात दोस्त भूमिका उपलब्धि (सीमात टें: 10 दें 18 दंक)
(सम्पूर्ण विचार, उद्गम भ्रमण, उद्घाटन भ्रमण यथा),
पृष्ठांश माध्यम धुरामधुर, आधिक्यमत।
(हिन्दी/माध्यम/लेखिक किंवा विचित्र)

मैद्रास - मी
(२) संघ-घटक असे संघ-घटक : वर्तंबर, भव्य संग्रहमधु
(३) संघ मेंटीमां

मैद्रास - धी
(२) रक्षकी हिंदी पुस्तक
(३) भव्यते असे अष्टक

अंच-खंड असे पुरविधिवत रखिमान पुस्तिदिवं

1. पृथुम भंडर दे चाच ज्या रेरेनो। उव ज्या विचित्र दे पृथुम पूंड़े तालजो।
2. हिन्दिभाषी हे लैंड पूंज़े पृथुम वाले उत्तर। उव ज्या विचित्र दिचें पृथुम संपत्ती हे।
3. रेहेल पृथुम दे वर्षपत अंर्थ उठ।
4. फेउट मैंट वर्तमान सेविंग चमचे उंच पृथुम चूंड मेंट ज्या रेंड्र टें रेंड्र
चाच से पार-पृथुम दिच्च उत्तर महत्त्व हे।
B.COM (PASS & HONS.) (SEMESTER-II)

BCG-202 मूल्यव्यवस्था परीक्षण (In lieu of Compulsory Punjabi)

समय: 3 घंटे

मूल अंक: 50

पाठ-चुना

पूर्वभाग

संख्या, मूल्यव्यवस्था: पुरुष अथवा महिला
(हंड, पंडलो, बिजलिका, डिजिटल, विज्ञान, विज्ञान डिजिटल, विज्ञान, नेटवर्क, विज्ञान अथवा विज्ञान)

पूर्वभाग-अग्र

पूर्वभाग छठा घटना: पूर्वी सह-पुरुष
(इ) मासिक छठा, मेमोरियल द्वारा अथवा भिमवर्द छठा (पुरुष अथवा महिला)
(अ) विज्ञानीय छठा, पुरुषविधि छठा अथवा महिला छठा (पुरुष अथवा महिला)

पूर्वभाग-बी

पूर्वभाग अग्र अथवा पूर्वभाग छठी घटनाओं

अग्र-देख अथवा पूर्वभाग छठी घटनाओं

1. पुरुष अथवा महिला द्वारा छठा दिवस शुभ। उस दिन देख अथवा महिला द्वारा छठा दिवस शुभ।
2. विद्वानों द्वारा छठा दिन पुरुष अथवा महिला द्वारा छठा दिवस शुभ। उस दिन देख अथवा महिला द्वारा छठा दिवस शुभ।
3. पुरुष अथवा महिला द्वारा छठा दिवस शुभ।
4. विद्वानों द्वारा छठा दिन पुरुष अथवा महिला द्वारा छठा दिवस शुभ।
Punjab History & Culture (C. 320 to 1000 B.C)
(Special Paper in lieu of Punjabi compulsory)

Time: 3 Hours
Max. Marks : 50

Instructions for the Paper Setters:

Eight questions of equal marks (Specified in the syllabus) are to be set, two in each of the four Sections (A-D). Questions may be subdivided into parts (not exceeding four). Candidates are required to attempt five questions, selecting at least one question from each Section. The fifth question may be attempted from any Section.

SECTION A

1. Alexander’s Invasion and its Impact
2. Punjab under Chandragupta Maurya and Ashoka.

SECTION B

3. The Kushans and their Contribution to the Punjab.
4. The Panjab under the Gupta Empire.

SECTION C

5. The Punjab under the Vardhana Emperors
6. Socio-cultural History of Punjab from 7th to 1000 A.D.

SECTION D

7. Development of languages and Education with Special reference to Taxila
8. Development of Art & Architecture

Suggested Readings

1. L. M Joshi (ed), History and Culture of the Punjab, Art-I, Punjabi University, Patiala, 1989 (3rd edition)
BCG–203: ADVANCED FINANCIAL ACCOUNTING

Time: 3 Hours  Max. Marks: 50
Theory: 40  Practical: 10 (Internal)

Instructions for the Paper Setters:-
Eight questions of equal marks (Specified in the syllabus) are to be set, two in each of the four Sections (A-D). Questions may be subdivided into parts (not exceeding four). Candidates are required to attempt five questions, selecting at least one question from each Section. The fifth question may be attempted from any Section.

SECTION-A
Provisions and Reserves: Reserve Fund - Different Types of Provisions and Reserves.

SECTION-B

SECTION-C
Partnership Accounts: Legal provisions in the absence of Partnership Deed Fluctuating Capitals – Preparation of final accounts Treatment of Goodwill and Admission of a partner, accounting treatment of Retirement and Death of a Partner – Dissolution of Firm (Excluding Sale to Firm, Company and Amalgamation).

SECTION-D
Dissolution of Partnership Firms: Legal Position, Accounting for simple dissolution, Applications of rule in case of Garner Vs. Murray in case of insolvency of partner(s) (excluding piecemeal distribution and sale of a firm to a company).

Practical
Tally - (Latest Version)
BCG–204: COMMERCIAL LAWS

Time: 3 Hour

Max. Marks: 50

Instructions for the Paper Setters:-
Eight questions of equal marks (Specified in the syllabus) are to be set, two in each of the four Sections (A-D). Questions may be subdivided into parts (not exceeding four). Candidates are required to attempt five questions, selecting at least one question from each Section. The fifth question may be attempted from any Section.

SECTION-A

The Indian Contract Act, 1872
Contract – Meaning, Characteristics and kinds, Essentials of valid contract – Offer

and acceptance, consideration, contractual capacity, free consent. Discharge of contract – Modes of discharge, Breach of Contracts and its remedies.

SECTION-B

Contract of Indemnity and Guarantee

Contract of Bailment & Pledge, Contract of Agency

SECTION-C

The Sale of Goods Act, 1930

Contract of sale, meaning and difference between sale and agreement to sell., Conditions and warranties, Transfer of ownership in goods including sale by non–owners, Performance of contract of sale , Unpaid seller – meaning and rights of an unpaid seller against the goods and the buyer.

SECTION-D

Consumer Protection Act: Definitions, objectives, redressal machineries.

The Limited Liability Partnership Act, 2008

Suggested Readings:

Instructions for the Paper Setters:-
Eight questions of equal marks (Specified in the syllabus) are to be set, two in each of the four Sections (A-D). Questions may be subdivided into parts (not exceeding four). Candidates are required to attempt five questions, selecting at least one question from each Section. The fifth question may be attempted from any Section.

SECTION-A

Theory of Demand:
Meaning of demand and its types, law of demand, price elasticity of demand and its measurement.
Indifference Curve Approach: Meaning, properties, price, income and substitution effect, Revealed Preference Approach.

SECTION-B

Revenue: Average revenue, Marginal revenue and Total revenue. Relationship between average revenue and marginal revenue and Elasticity of demand.

SECTION-C

Perfect Competition: Meaning, features, price and output determination of firm and industry under perfect competition.

Monopoly: Meaning, features, price and output determination under monopoly.

Monopolistic Competition: Meaning, features, price and output determination under Monopolistic competition.

SECTION-D

Consumption: Meaning, determinants (subjective and objective) and importance. Keynes Psychological law of consumption.
Suggested Readings:

BCG–206: FUNCTIONAL MANAGEMENT

Time: 3 Hour  Max. Marks: 50

Instructions for the Paper Setters:-
Eight questions of equal marks (Specified in the syllabus) are to be set, two in each of the four Sections (A-D). Questions may be subdivided into parts (not exceeding four). Candidates are required to attempt five questions, selecting at least one question from each Section. The fifth question may be attempted from any Section.

SECTION-A

SECTION-B
Personnel Management: Meaning, Significance & Functions, Recruitment, Selection and training, Job Evaluation and Merit Rating, Worker’s participation in Management.

SECTION-C
Marketing Management: Concept of Marketing, Functions of Marketing, Marketing Research– Meaning and Techniques, Advertising and Salemanship.

SECTION-D
Strategic Management: Meaning, Need, Importance, Process and Role of C.E.O. (Chief Executive Officer) in Strategic Management,
Production Management: Functions, Production Planning and Control, Quality Control.

Suggested Readings:

Note: Latest edition of text book may be used.
B.COM (PASS & HONS.) (SEMESTER-II)

BCG–207: SEMINAR

Max. Marks: 50
Drug Abuse: Problem, Management and Prevention

DRUG ABUSE: MANAGEMENT AND PREVENTION

Time: 3 Hours

Instructions for the Paper Setters:-
Eight questions of equal marks (Specified in the syllabus) are to be set, two in each of the four Sections (A-D). Questions may be subdivided into parts (not exceeding four). Candidates are required to attempt five questions, selecting at least one question from each Section. The fifth question may be attempted from any Section.

SECTION – A
Prevention of Drug abuse:
Role of family: Parent child relationship, Family support, Supervision, Shaping values, Active Scrutiny.

SECTION – B
School: Counselling, Teacher as role-model. Parent-teacher-Health Professional Coordination, Random testing on students.

SECTION – C
Controlling Drug Abuse:
Media: Restraint on advertisements of drugs, advertisements on bad effects of drugs, Publicity and media, Campaigns against drug abuse, Educational and awareness program

SECTION – D

References:
1. Ahuja, Ram (2003), Social Problems in India, Rawat Publication, Jaipur.
Important Note: The textbook *Making Connections* (3rd edition) is significantly different from its 2nd edition. The third edition (by Kenneth J Pakenham, Jo McEntire, Jessica Williams) is to be followed for this course.

Instructions for the Paper Setters:-
Eight questions of equal marks (Specified in the syllabus) are to be set, two in each of the four Sections (A-D). Questions may be subdivided into parts (not exceeding four). Candidates are required to attempt five questions, selecting at least one question from each Section. The fifth question may be attempted from any Section.

Texts Prescribed:

3. *English Grammar in Use* (Fourth Edition) by Raymond Murphy, CUP

Syllabus is divided into four sections as mentioned below:

**SECTION A**
*English Grammar in Use* (Fourth Edition) by Raymond Murphy, CUP: Units 98-130

**SECTION B**
Essay writing and *English Grammar in Use*: Units 131-145

**SECTION C**
*Moments in Time*: Poems at Sr. No. 1-6

**SECTION D**
*Making Connections* by Kenneth J. Pakenham, 3rd Edn. CUP: Unit-I (Global Health) and Unit-II (Multicultural Societies)
BCG–302:ਪੰਜਾਬੀ (ਲਖਾਂ)
PUNJABI (COMPULSORY)

ਵਾਲੀ ਭਾਸ਼ਾ ਅਤੇ ਪਲਿਟਿਵਾਲੀ ਉਦੇਸ਼ਾਂ

1. ਹੁਸਤਾ ਪ੍ਰੁਸਤ ਦੇ ਚਾਲ ਜਾਣਾ ਚੈਲਨਾ। ਤਤ ਚੀਨ ਦੀਚ ਦੇ ਪ੍ਰੁਸਤ ਦੇ ਮਾਰਟੀਜ਼।
2. ਦਿਲਾਨ ਨੂੰ ਵੱਡੇ ਪ੍ਰੁਸਤ ਦੀ ਤਰਨਾ ਦੇਖਾ ਜਾਣਾ। ਤਤ ਚੀਨ ਦੀਚ ਦੀ ਤਰਨਾ ਪ੍ਰੁਸਤ ਦੀ ਤਰਨਾ। ਪ੍ਰੁਸਤ ਨੂੰ ਦੀਚ ਦੀ ਤਰਨਾ ਦੀ ਤਰਨਾ ਵੀਰ ਨਾ ਮਰਾਣ ਹੁੰਦਾ ਹੈ।
3. ਉਤਕਰਾਨ ਪ੍ਰੁਸਤ ਦੇ ਚਾਲ ਵਲਾਦੁ।
4. ਪ੍ਰੂਤ ਮੈਂਟ ਹਾਪ ਦਾ ਨਸਵ ਚੈਲ ਕਾਹੀ ਉਂਟ ਪ੍ਰੁਸਤ ਦੀ ਦੀਚ ਅੰਗਾ ਦੇਖਣ ਦੇ ਦੇਖ ਦਾਧ ਪ੍ਰੁਸਤ ਦੀ ਦੀਚ ਵਲਾਦੋ ਹੁੰਦਾ ਹੈ।

ਪਨਾਥ-ਵਖੇਦ ਅਤੇ ਪਨਾਥ-ਪਹਾਰਵਾਂ

ਸੈਕਸ਼ਨ - ਏ

ਆਪਣੀ ਪੰਜਾਬੀ ਲਖਾਂ (ਸੂਪ. ਇੱਕ. ਜੂਨਵਹਪਤ ਸਿੱਧਾਂਤ, ਅਗਿਲਾਂ)

ਪੰਜਾਬੀ ਮਾਡੁਲ ਪ੍ਰੁਸਤ, ਅਖੀਰਮਾਤਾ।

(ਸੂਪ-ਸੂਪ/ਸੂਪ/ਬੋਲ ਪ੍ਰੁਸਤ)

ਸੈਕਸ਼ਨ - ਬੀ

ਚੇਲੀਨ ਪੰਜਾਬੀ ਦੀਰਿੰਗ (ਦੀਰਿੰਗ ਸੁਬਾਜ਼ੀ)

ਸੂਪ. ਇੱਕ. ਲਹਿਰੀ ਸੀੜ, ਜਾਮੂਦੂਲੀ ਮੈਜਡ ਮੈਜਡ, ਅਖੀਰਮਾਤਾ

1. ਪੁਨਾ ਅਖੀਰਮਾਤਾ
2. ਤਤ ਤਤ ਪੁਹਾ ਪ੍ਰੁਸਤ ਮਾਨਵ
3. ਅੰਟੇ ਦਰਿਆਲ ਅਖੀਰਮਾਤਾ
4. ਅਖੀਰਮਾਤਾ ਲਹਿਰੀ ਪ੍ਰੁਸਤ
5. ਤਾਂਗਾਂ ਸਿੱਧਾਂਤ ਮਾਨਵ
6. ਮਿਟੀ ਦਾ ਘਾਦ ਮਾਨਵ
7. ਮੈਂਟ ਪ੍ਰੁਸਤ ਵੇਡ ਮਾਨਵ
ਬਿੱਨ੍ਹ ਚਮੁਣ/ਆਅਤ਼ ਦੇਵਤਾ/ਧੀਮਾ ਭੇਡ ਦੇ ਪੋਦ ਦੇਉਂ

ਮੈਵਸ਼ਲ - ਮੀ

(ਕ) ਲਾਇਕ ਜਮਾ (ਪ੍ਰੇਸੀ)

(ਅ) ਤੀੰਦੇ ਪੈਦੇ ਹਿੰਦੇ ਅਧਿਆਪਨ ਸਾਹਿਬ ਨੇਤ੍ਰੇ ਇੱਕ ਮਥਲ

ਮੈਵਸ਼ਲ - ਜੀ

ਮੁੱਖ ਦਿਵਸਮਾਤਰ ਦਿਵਾਸ਼ੀਆਂ : ਪਤਿਆਣ ਅਤਿੰਕ ਦੇਲਾਣੀਆਂ

(ਅਲਾਖਾ, ਸਿਮਾ, ਕਵਾਉਲ, ਹੁਦਾ-ਹਾਲ ਅਤੇ ਦਾਰ)
BCG–302:  
मूल्यांकन पत्र  
(In lieu of Compulsory Punjabi)  
बांट–बौध  

भागः डिग्गे  
बांट–बौध के वहीविषयक रूटी स्थापित हैं  

1. पूर्ति भंडार के चार बातें घोषित। उन बातें दिखाएं जो पूर्ति भंडार के साधन हो।  
2. निषेधाधीश धे बूँत पूर्ति भंडार के चार बातें घोषित। उन बातें दिखाएं जो पूर्ति भंडार के साधन हो।  
3. उपेक्षा पूर्ति भंडार के बसावंत भांति घोषित।  
4. पेड़ल गैंड बनने रूप से सुबह से उन पूर्ति की हंडें को हंड ढे हंड चार बूँत–पूर्ति हंड के बसावंत भांति घोषित।  

पात्र–बौध  

नेत्रमार्ग–ते  
निषेधाधीश निषेधाधीश धे पात्र–बौध(ते) हंड हंड, हंडहंड हंड हंड  

नेत्रमार्ग–ती  
पेड़ल उपस्थिति फिंटह भंड,  
पेड़ल उपस्थिति लैज़  

नेत्रमार्ग–दी  
पेड़ल आपाततः पुरान  
मंधेय उपादन
Punjab History & Culture (From 1000 to 1605 A. D)  
(Special Paper in lieu of Punjabi compulsory)

Time: 3 Hours  
Max. Marks :50

Instructions for the Paper Setters:-
Eight questions of equal marks (Specified in the syllabus) are to be set, two in each of the four Sections (A-D). Questions may be subdivided into parts (not exceeding four). Candidates are required to attempt five questions, selecting at least one question from each Section. The fifth question may be attempted from any Section.

SECTION A
1. Society and Culture of Punjab during the Turko-Afghan rule.  
2. The Punjab under the Mughals

SECTION B
3. Bhakti movement and its impact on Society of Punjab  

SECTION C
5. Guru Nanak-Life and travels  

SECTION D
8. Compilation of Adi Granth and martydom of Guru Arjun Dev

Suggested Readings

Instructions for the Paper Setters:-

Eight questions of equal marks (Specified in the syllabus) are to be set, two in each of the four Sections (A-D). Questions may be subdivided into parts (not exceeding four). Candidates are required to attempt five questions, selecting at least one question from each Section. The fifth question may be attempted from any Section.

SECTION-A

Accounting for Share Capital – Issue, forfeiture and Reissue of forfeited shares – Redemption of preference shares including buy–back of equity shares – Issue and Redemption of Debentures

Final Accounts of Limited Liability Companies: Preparation of Profit and Loss Account, Profit and Loss Appropriation Account and Balance Sheet in accordance with the provisions of the existing Companies Act (Excluding Managerial Remuneration).

SECTION-B

Accounting for Amalgamation of Companies with reference to Accounting Standards issued by the Institute of Chartered Accountant of India (excluding inter–company transactions and holdings) – Accounting for Internal Reconstruction (excluding preparation of scheme for internal reconstruction)

SECTION-C

Bank Accounts– General information relating to bank accounts – legal requirements affecting final accounts – Concept of Non–Performing Assets (NPA) – preparation of Profit and Loss Accounts and Asset classification – Balance sheet

SECTION-D

Insurance Companies– Books maintained by insurance companies, Explanation of special terms peculiar to insurance business, Accounts for life insurance business, types of policies, Annuity business, surrender value, paid up policy, life assurance fund – valuation balance sheet, preparation of final accounts of Life and General insurance business (as per the provisions of IRDA Act)
Suggested Readings:


Note: Latest edition of text book may be used.
BCG–304: COMPANY LAWS

Time: 3 Hours                                                                                                       Max. Marks: 50

Instructions for the Paper Setters:-
Eight questions of equal marks (Specified in the syllabus) are to be set, two in each of the four Sections (A-D). Questions may be subdivided into parts (not exceeding four). Candidates are required to attempt five questions, selecting at least one question from each Section. The fifth question may be attempted from any Section.

SECTION-A

Introduction: Characteristics of a company, concept of lifting of corporate veil. Types of companies, association not for profit, illegal association.

Formation of company – Promoters, their legal position, pre-incorporation contract and provisional contracts.

Documents – Memorandum of Association, Articles of Association, Doctrine of Constructive Notice and Indoor Management, Prospectus and Book Building.

SECTION-B

Share Capital – issue, allotment and forfeiture of share, demat of share, transmission of shares, buyback.

Members and shareholder – their rights and duties. Shareholders meetings, kinds, convening and conduct of meetings

SECTION-C

Management – Directors, classification of directors, dis–qualifications, appointment, legal position, powers and duties, disclosures of interest, removal of directors, board meetings, other managerial personnel and remuneration.

Winding up – concept and modes of winding up

SECTION-D

Emerging Issues in Company Law: One Person Company (OPC), Small Company, Postal Ballot, Small Shareholders on Board, Director Identity Number (DIN), Corporate Identity Number (CIN), MCA–21, Online Filing of Documents, Online Registration of Company, National Company Law Tribunal (NCLT), Limited Liability Partnership (LLP), Insider Trading, Rating Agencies, Producer Company – concept and formation.

Suggested Readings:


Note: Latest edition of text book may be used.
BCG 305: FINANCIAL MANAGEMENT

Time: 3 Hours                                             Max. Marks: 50

Instructions for the Paper Setters:-
Eight questions of equal marks (Specified in the syllabus) are to be set, two in each of the four Sections (A-D). Questions may be subdivided into parts (not exceeding four). Candidates are required to attempt five questions, selecting at least one question from each Section. The fifth question may be attempted from any Section.

SECTION-A

Time Value of Money: Compounding and Discounting techniques–Concepts of Annuity and Perpetuity. Risk–return relationship

Sources of Finance and Cost of Capital–Different sources of finance; long term and Short termsources

Cost of capital: concept, relevance of cost of capital, specific costs and weighted average cost, rationale of after tax weighted average cost of capital, marginal cost of capital

SECTION-B


Capital Structure Decisions –Capital structure patterns, Designing optimum capital structure, Constraints, Various capital structure theories.

SECTION-C


Bank financing: recommendations of Tandon committee and Chore committee Management of components of working capital (an introduction only)

SECTION-D

Capital Expenditure Decisions:


Suggested Readings:
Time: 3 Hours  Max. Marks: 50

Instructions for the Paper Setters:-

Eight questions of equal marks (Specified in the syllabus) are to be set, two in each of the four Sections (A-D). Questions may be subdivided into parts (not exceeding four). Candidates are required to attempt five questions, selecting at least one question from each Section. The fifth question may be attempted from any Section.

SECTION-A

Introduction to International Business: Globalisation and its growing importance in world economy; Impact of globalization; International business contrasted with domestic business–complexities of international business; Modes of entry into international business.


SECTION-B

Global trading environment– recent trends in world trade in goods and services; Trends in India’s foreign trade.

Theories of International Trade – an overview; Commercial Policy Instruments – tariff and non–tariff measures; Balance of payment account and its components.

International Organizations and Arrangements: WTO – Its objectives, principles, organizational structure and functioning; An overview of other organizations – UNCTAD, World Bank and IMF.

SECTION-C

Regional Economic Co–operation: Forms of regional groupings; Integration efforts among countries in Europe, North America and Asia.

International Financial Environment: International financial system and institutions; Foreign exchange markets and risk management;

SECTION-D

Foreign investments – types and flows; Foreign investment in Indian perspective.

Foreign Trade promotion measures and organizations in India; Special economic zones (SEZs) and 100% export oriented units (EOUs); Measures for promoting foreign investments into and from India.

Suggested Readings:

8. UNCTAD Reports.

Note: Latest edition of text book may be used.
BCG–307: BUSINESS ENVIRONMENT

Time: 3 Hours

Instructions for the Paper Setters:-
Eight questions of equal marks (Specified in the syllabus) are to be set, two in each of the four Sections (A-D). Questions may be subdivided into parts (not exceeding four). Candidates are required to attempt five questions, selecting at least one question from each Section. The fifth question may be attempted from any Section.

SECTION-A
Indian Business Environment: Concept, components, and importance
Economic Trends (overview): Income; Savings and investment; Industry; Trade and balance of payments, Money; Finance; Prices.
Problems of Growth: Unemployment; Poverty; Regional imbalances; Social injustice; Inflation; Parallel economy; Industrial sickness.

SECTION-B
Role of Government: Monetary and fiscal policy; Industrial policy; Industrial licensing, Privatization; Devaluation; Export–Import policy; Regulation of foreign investment.

SECTION-C
Deficit Financing and its implications for the Indian Economy; Analysis of current year Annual Budget.

SECTION-D

Suggested Readings:

Note: Latest edition of text book may be used.
B.COM (PASS & HONS.) (SEMESTER – IV)

BCG–401: ENGLISH (COMPULSORY)

Time: 3 Hours  Max. Marks: 50

Important Note: The textbook *Making Connections* (3rd edition) is significantly different from its 2nd edition. The third edition (by Kenneth J Pakenham, Jo EcEntire, Jessica Williams) is to be followed for this course.

Instructions for the Paper Setters:-
Eight questions of equal marks (Specified in the syllabus) are to be set, two in each of the four Sections (A-D). Questions may be subdivided into parts (not exceeding four). Candidates are required to attempt five questions, selecting at least one question from each Section. The fifth question may be attempted from any Section.

Texts Prescribed:-
3. *English Grammar in Use* (Fourth Edition) by Raymond Murphy, CUP.

Syllabus is divided into four sections as mentioned below:

**SECTION A**
*English Grammar in Use* (Fourth Edition) by Raymond Murphy, CUP: Revision of Units 26-37, 42-48, 92-97, 113-120.

**SECTION B**
*Moments in Time*: Poems at Sr. No. 7-12

**SECTION C**
*Making Connections* by Kenneth J. Pakenham, 3rd Edn. CUP: Unit-III (Aspects of Language) and Unit-IV (Sustaining Planet Earth)

**SECTION D**
Essay type question based on the section “Beyond the reading” from the text, *Making Connections*. 
वार्तक साली

शेयर: विभाग, विभागाधीश, विभागीय प्रशासन, विभागीय संगठन
(शेयर-संगठन अधीन संगठनीय अधिकारी)

मैत्री - दो

किसी उपस्थिति (अनुपस्थिति अधीक्षक): इंग्लिश में, पार्वती वीर सेन।
(विभाग, मैत्री, आधिकारिक)

मैत्री - तीन

शेयर (उपस्थिति): सहीत्व नगर, नगर निर्माण, नगर निर्माण, नगर निर्माण,
(शेयर निर्माण, राजस्व निर्माण)

मैत्री - चार

शेयर (उपस्थिति): सहीत्व नगर, नगर निर्माण, नगर निर्माण, नगर निर्माण,
(शेयर निर्माण, राजस्व निर्माण)

मैत्री - पाँच

शेयर (उपस्थिति): सहीत्व नगर, नगर निर्माण, नगर निर्माण, नगर निर्माण,
(शेयर निर्माण, राजस्व निर्माण)

मैत्री - छह

शेयर (उपस्थिति): सहीत्व नगर, नगर निर्माण, नगर निर्माण, नगर निर्माण,
(शेयर निर्माण, राजस्व निर्माण)
BCG-102

भूली भंगरी

भंगर या ताविराग्ने के मूर्तिक्षण
(In Lieu of Punjabi Compulsory)

Time: 3 Hrs

Marks: 50

हेतु: हिंदीभाषी तूँ 5 प्रश्न दे सवाल तेज़ देखेगा। उस मैत्रज्ञ दिखे हिंदी भूमत्र से सवाल तेज़ रुझानी है। ध्यान भूमत्र दिखे लिखे ही मैत्रज्ञ दिखे तब मत्ता है।

SECTION-A

मिंड यह ती मस्तान: गुरु तर्क देंग नी ई नीदेष के हिस्हाब (1469-1539):

गुरु तर्क देंग नी ई नीदेष, देवता माती हिराक, गुरु ई भव्य, सिंधियाह्न। बंगाल-
पंजाब, गुरजी दी मस्तान हिम के मस्तान के पृथ्वी।

SECTION-B

मिंड पंज दर हिशाम: गुरु अव्याय देंग नी (1539-1522):

गुरु अव्याय देंग नी ई मिंड पंज दर हिशाम हिंदी हेकासर, गुरमूही हिंदी।

SECTION-C

गुरु अभिलक्ष देंग गुरु अभिलक्ष नी डॉल (1522-1581):

गुरु अभिलक्ष नी ई मिंड पंज दर हिशाम हिंदी हेकासर: वैधिक विंध दी मस्तान, में ही पूर भरे समानित मुहान, गुरु अभिलक्ष नी ई हेकासर, तासनमधुली दी मस्तान, अर्हत पृथ्वी।

SECTION-D

गुरु अव्यय देंग नी ई मतं मिंड यह दर हिशाम (1581-1606):

गुरु अव्यय देंग नी ई हेकासर, यमनिधान मार्गित दर हिशाम, अर्हत विंध मार्गित दर मेंवल, गुरु अव्यय देंग नी ई हेकासर दे हिमाल्य भव्य।

Suggested Readings:

1. Kirpal Singh (ed.), History and Culture of the Punjab, Patiala, Part II, 1990
BCG–402 Punjab History & Culture (From 1605 to 1849 A.D)
(Special Paper in lieu of Punjabi compulsory)

Time: 3 Hours
Max. Marks :50

Instructions for the Paper Setters:-

Eight questions of equal marks (Specified in the syllabus) are to be set, two in each of the four Sections (A-D). Questions may be subdivided into parts (not exceeding four). Candidates are required to attempt five questions, selecting at least one question from each Section. The fifth question may be attempted from any Section.

SECTION A
1. Politicization of Sikhism under Guru Hargobind.
2. Martydom of Guru Teg Bahadur

SECTION-B
3. Creation of Khalsa
4. Khalsa and its impact on the Punjab

SECTION-C
5. Rise of Banda Bahadur and his achievements.

SECTION-D
7. Ranjit Singh’s rise to power; Civil, Military and Land Revenue Administration.
8. Art and Architecture, Fair, Festivals and Folk Music in the Punjab during the medieval period.

Suggested Readings

Time: 3 Hours Max. Marks: 50

Instructions for the Paper Setters:-

Eight questions of equal marks (Specified in the syllabus) are to be set, two in each of the four Sections (A-D). Questions may be subdivided into parts (not exceeding four). Candidates are required to attempt five questions, selecting at least one question from each Section. The fifth question may be attempted from any Section.

SECTION-A

Exemption from GST: Introduction, Composition Scheme and remission of Tax.

SECTION-B


Supply: Concept, including composite supply, mixed supply, interstate supply, inra-state supply, supply in territorial waters, place and time of supply.

SECTION-C

Input Tax Credit: Introduction, Tax Invoice Credit & Debit notes, e-way bill.

Computation of GST Liability and Payment including time, method of making payment, challan generation, CPIN, TDS &TCS. Reverse charge.

SECTION-D

Returns: various returns to be filed by the assesses.
GST Portal: Introduction, GST Eco-system, GST Suvidha Provider (GSP), Uploading Invoices

Suggested Readings:

2. Datey V.S., Taxmann’s GST Ready Reckoner Taxman, Publications (P) Ltd.
4. www.cbic.gov.in
BCG–404: INDUSTRIAL LAWS

Instructions for the Paper Setters:-

Eight questions of equal marks (Specified in the syllabus) are to be set, two in each of the four Sections (A-D). Questions may be subdivided into parts (not exceeding four). Candidates are required to attempt five questions, selecting at least one question from each Section. The fifth question may be attempted from any Section.

SECTION-A


TRADE UNIONS ACT, 1926: Definition and Registration of trade unions Rights and liabilities of Registered Trade Unions.

SECTION-B

INDUSTRIAL DISPUTES ACT, 1947: Meaning of Industrial Disputers, Authorities under the Industrial disputes Act, their duties and right, Strikes and lockouts, Lay off and retrenchment.

SECTION-C


SECTION-D

WORKMEN’S COMPENSATION ACT, 1923: A brief study of the basic provisions of the act.

Suggested Readings:


Note: Latest edition of text book may be used.
BCG-405: PRINCIPLES AND PRACTICES OF BANKING AND INSURANCE

Time: 3 Hours

Instructions for the Paper Setters:-

Eight questions of equal marks (Specified in the syllabus) are to be set, two in each of the four Sections (A-D). Questions may be subdivided into parts (not exceeding four). Candidates are required to attempt five questions, selecting at least one question from each Section. The fifth question may be attempted from any Section.

SECTION-A

Banks: Their types and functions, Management and organizational set up of commercial banks, Impact of Banking reforms on organizational structure of banks (with SBI as model), Management of deposits, Advances and loans in commercial banks. Central Bank-their role, objectives and functions Reserve Bank of India and its monetary policy since 1951. Present structure of commercial banking in India. State Bank of India.

SECTION-B


E-Banking. Electronic Transfer of Funds, Internet Banking. Financial Inclusion-Concept & Importance

SECTION-C

Insurance: Concept, Principles and Its relevance in developing country like India. Attitude towards the insurance cover.

Life Insurance: Nature & use of Life Insurance – distinguishing characteristics of life insurance contracts

SECTION-D


Suggested Readings:

2. Indian Institute of Banking and Finance, ‘Principles and Practices of Banking, Mcmillan Education.
4. S.S. Kundu, Principles of Insurance and Banking’,
BCG-406: COST ACCOUNTING

Time: 3 Hours
Max. Marks: 50

Instructions for the Paper Setters:

Eight questions of equal marks (Specified in the syllabus) are to be set, two in each of the four Sections (A-D). Questions may be subdivided into parts (not exceeding four). Candidates are required to attempt five questions, selecting at least one question from each Section. The fifth question may be attempted from any Section.

SECTION-A

SECTION-B

SECTION-C
Costing Methods – Unit Costing, Job, Batch, Contract, Process,

SECTION-D
Cost Control - Marginal Costing, Break Even Analysis, Budgetary Control, Standard Costing.

Suggested Readings:

1. H.J. Wheldon : Cost Accounting & Costing Method
2. N.K. Prasad : Cost Accounting
   Publishing Co., New Delhi
8. Latest Editions of the books must be referred to.

Note:- There will be 50% numerical questions.
ESL 221 Environmental Studies (Compulsory Paper)

Time: 3 Hrs. Max. Marks: 100

Teaching Methodologies
The Core Module Syllabus for Environmental Studies includes class room teaching and field work. The syllabus is divided into 8 Units [Unit-1 to Unit-VII] covering 45 lectures + 5 hours for field work [Unit-VIII]. The first 7 Units will cover 45 lectures which are class room based to enhance knowledge skills and attitude to environment. Unit-VIII comprises of 5 hours field work to be submitted by each candidate to the Teacher in-charge for evaluation latest by 15 December, 2018.

Exam Pattern:
End Semester Examination- 75 marks
Project Report/Field Study- 25 marks [based on submitted report]
Total Marks- 100

The structure of the question paper being:

Part-A, Short answer pattern with inbuilt choice – 25 marks
Attempt any five questions out of seven distributed equally from Unit-1 to Unit-VII. Each question carries 5 marks. Answer to each question should not exceed 2 pages.

Part-B, Essay type with inbuilt choice – 50 marks
Attempt any five questions out of eight distributed equally from Unit-1 to Unit-VII. Each question carries 10 marks. Answer to each question should not exceed 5 pages.

Project Report / Internal Assessment:

Part-C, Field work – 25 marks [Field work equal to 5 lecture hours]
The candidate will submit a handwritten field work report showing photographs, sketches, observations, perspective of any topic related to Environment or Ecosystem. The exhaustive list for project report/area of study are given just for reference:

1. Visit to a local area to document environmental assets: River / Forest/ Grassland / Hill / Mountain / Water body / Pond / Lake / Solid Waste Disposal / Water Treatment Plant / Wastewater Treatment Facility etc.
2. Visit to a local polluted site – Urban / Rural / Industrial / Agricultural
3. Study of common plants, insects, birds
4. Study of tree in your areas with their botanical names and soil types
5. Study of birds and their nesting habits
6. Study of local pond in terms of wastewater inflow and water quality
7. Study of industrial units in your area. Name of industry, type of industry, Size (Large, Medium or small scale)
8. Study of common disease in the village and basic data from community health centre
9. Adopt any five young plants and photograph its growth
10. Analyze the Total dissolved solids of ground water samples in your area.
11. Study of Particulate Matter (PM$_{2.5}$ or PM$_{10}$) data from Sameer website. Download from Play store.
12. Perspective on any field on Environmental Studies with secondary data taken from Central Pollution Control Board, State Pollution Control Board, State Science & Technology Council etc.

Unit-I
The multidisciplinary nature of environmental studies
Definition, scope and importance, Need for public awareness (2 lectures)

Unit-II
Natural Resources: Renewable and non-renewable resources:
Natural resources and associated problems.
(a) Forest resources: Use and over-exploitation, deforestation, case studies. Timber extraction, mining, dams and their effects on forests and tribal people.
(b) Water resources: Use and over-utilization of surface and ground water, floods, drought, conflicts over water, dams-benefits and problems.
(c) Mineral resources: Use and exploitation, environmental effects of extracting and using mineral resources, case studies.
(d) Food resources: World food problems, changes caused by agriculture and overgrazing, effects of modern agriculture, fertilizer-pesticide problems, water logging, salinity, case studies.
(e) Energy resources: Growing energy needs, renewable and non-renewable energy sources, use of alternate energy sources, case studies.
(f) Land resources: Land as a resource, land degradation, man induced landslides, soil erosion and desertification.
  • Role of an individual in conservation of natural resources.
  • Equitable use of resources for sustainable lifestyles.

(8 Lectures)

Unit-III

Ecosystems
  • Concept of an ecosystem
  • Structure and function of an ecosystem
  • Producers, consumers and decomposers
  • Energy flow in the ecosystem
  • Ecological succession
  • Food chains, food webs and ecological pyramids
  • Introduction, types, characteristic features, structure and function of the following ecosystem: Forest ecosystem, Grassland ecosystem, Desert ecosystem, Aquatic ecosystems (ponds, streams, lakes, rivers, ocean estuaries)

(6 Lectures)

Unit-IV

Biodiversity and its conservation
  • Introduction – Definition: genetic, species and ecosystem diversity
  • Biogeographical classification of India
  • Value of biodiversity: consumptive use, productive use, social, ethical aesthetic and option values
  • Biodiversity at global, national and local levels
  • India as a mega-diversity nation
  • Hot-spots of biodiversity
  • Threats to biodiversity: habitat loss, poaching of wildlife, man wildlife conflicts
  • Endangered and endemic species of India
  • Conservation of biodiversity: In-situ and Ex-situ conservation of biodiversity

(8 Lectures)

Unit-V

Environmental Pollution
Definition
  • Causes, effects and control measures of Air pollution, Water pollution, Soil pollution, Marine pollution, Noise pollution, Thermal pollution, Nuclear pollution
  • Solid waste management: Causes, effects and control measures of urban and industrial wastes.
  • Role of an individual in prevention of pollution
  • Pollution case studies
  • Disaster management: floods, earthquake, cyclone and landslides

(8 Lectures)

Unit-VI

Social Issues and the Environment
  • From unsustainable to sustainable development
  • Urban problems and related to energy
  • Water conservation, rain water harvesting, watershed management
  • Resettlement and rehabilitation of people; its problems and concerns. Case studies.
Environmental ethics: Issues and possible solutions
Climate change, global warming, acid rain, ozone layer depletion, nuclear accidents and holocaust. Case studies.
Wasteland reclamation
Consumerism and waste products
Environmental Protection Act, 1986
Air (Prevention and Control of Pollution) Act, 1981
Water (Prevention and control of Pollution) Act, 1974
Wildlife Protection Act
Forest Conservation Act
Issues involved in enforcement of environmental legislation
Public awareness

(7 Lectures)

Unit-VII
Human Population and the Environment
- Population growth, variation among nations
- Population explosion – Family Welfare Programmes
- Environment and human health
- Human Rights
- Value Education
- HIV / AIDS
- Women and Child Welfare
- Role of Information Technology in Environment and Human Health
- Case Studies

(6 Lectures)

Unit-VIII
Field Work
- Visit to a local area to document environmental assets
- river/forest/grassland/hill/mountain
- Visit to a local polluted site – Urban / Rural / Industrial / Agricultural
- Study of common plants, insects, birds
- Study of simple ecosystems-pond, river, hill slopes, etc

(Field work equal to 5 lecture hours)

References:
2. Down to Earth, Centre for Science and Environment, New Delhi.
B.COM (PASS & HONS.) (SEMESTER – IV)

BGC–407: SEMINAR

Marks: 50
Texts Prescribed:
1. *All My Sons* by Arthur Miller

Course Contents:
1. The study of the whole text of the play, *All My Sons*
2. The study of the following poems from the prescribed book.

*Poems of Nature and Culture*

William Wordsworth: “The World is Too Much with Us”
Gordon Lord Byron: “She Walks in Beauty”
P.B. Shelly: “Ozymandias”
Alfred Lord Tennyson: “In Memoriam”
Robert Browning: “Meeting at Night”
Mathew Arnold: “Dover Beach”
W.B. Yeats: “Words”
Wilfred Owen: “Strange Meeting”
Robert Graves: “The Portrait”
W.H. Auden: “The Unknown Citizen”
Dylan Thomas: “Do not Go Gentle into That Good Night”
Ted Hughes: “The Thought-Fox”
Sylvia Plath: “Mirror”
Seamus Heaney: “Honeymoon Flight”
Rabindranath Tagore: “False Religion”
Nissim Ezekiel: “Night of Scorpion”

3. Formal letter and application writing, Resume Writing, Business Writing and Report writing

Instructions for the Paper Setter and Distribution of Marks:

The question paper will consist of three sections and the distribution of marks will be as under:

Section A: 10 Marks
Section B: 24 Marks
Section C: 16 Marks
SECTION–A

I. Six questions (three questions from the play *All My Sons* and three questions from *Poems of Nature and Culture*) requiring very short answers based on the reading of *All My Sons* and the prescribed poems shall be set. The examinees will be expected to answer any FIVE.

(2x5=10 Marks)

SECTION–B

II. THREE questions requiring brief descriptive answers based on character, tone, plot and theme(s) in the play *All My Sons* will be set and examinees will be expected to attempt any TWO.

(6x2= 12 Marks)

III. THREE questions on the central idea, theme, tone or style etc. of the prescribed poems from the textbook, *Poems of Nature and Culture* will be set for the students to attempt any TWO of these questions.

(6x2= 12 Marks)

SECTION–C

IV. ONE question requiring students to explain a stanza, with reference to context, will be set. The stanza for explanation will be taken from the poems prescribed in the syllabus. ONE essay-type question from the play *All My Sons* will be set.

The students will be required to answer any of these two questions.

(1x8=8 Marks)

V. TWO questions with internal choice will be set on (a) formal letter/application writing (5 Marks) and (b) Resume Writing/Business Writing and Report Writing (3 Marks)

(5+3=8 Marks)
B.COM (PASS & HONS.) (SEMESTER-V)

BCG–502:
PUNJABI (COMPULSORY)

पंजाबी (छठ-चौथ)

भाषा: 3 पृष्ठों

बुध आंश: 50

1. चौथ-छठ पंजाबी वार्तालाप

(पंजाब, अव. वर्ष: 2018)

केंद्र

कविता

कविता-नंतर

अनली वैत

हिंदी पीढ़िया

में भेट आली घरे दी

शृंखला वृत्त

खेलों

धिकल मंडल

भाषातृत्व घटना

टेक्निकस

तंत्र घटकी

समापत

मेंही

सम्मान

सुप्रसिद्ध

विगत व्यवस्थाओं दा घड़ी

भेड़ कहां देव

हीरल कर सम्मान

फूड फूड़े

अक्षर बेड़ नर्मिया

वृष अभिव्यक्त दी

संस्कृत जोगी

उत्क येडा

उत्क मेंडा

संस्कृति सिद्ध

पूर्व धर्में

पूर्व धर्में

संस्कृति सिद्ध पुराण

मींग

मींग भेड़ बंगडीयाँ

दिशा पंजाब-मात्र/पुरातत्त्व विभाग

2. तद्भव: टेंटू उभारने मीठरा (स्वर्ण सेंद्र टिकटा)

3. तवारणा 200 मध्यां हिंदु देवा तरंगें
4. मात्र अंतर्गती पेट्रा सा पौष्टिक दिच अद्यावधि

5. विभागतत्त्व:

(ई) पौष्टिक युगी रिपोर्ट
(अ) सामान्य साधनों: मेन्यू उप अध्याय
(ड) बन्द के बारह संयोज

अंक-बंक अंक परीक्षाबाज तत्त्व उपरीति

1. द्रिप-मामूल संवाद का वीडियो क्यों नहीं विश्वसनीय (दे डिच डिव) 10 अंक
2. मामूल/द्रिप-मामूल/उपवत रिपोर्ट (दे डिच डिव) 10 अंक
3. थेटिअं स्थिति मिट्टी मिट्टी मिट्टी मिट्टी मिट्टी 05 अंक
4. मात्र अंतर्गती पेट्रा सा पौष्टिक दिच अद्यावधि 05 अंक
5. ठीक 5 ठीक रिपोर्ट विभागतत्त्व रिपोर्ट रिपोर्ट रिपोर्ट रिपोर्ट 10 अंक
6. द्रिप-मामूल संबंधी ठीक 1 अंक 2 श्रृंखला मामूल मामूल मामूल मामूल ठीक

5 मामूल ठीक रोजाना। ठीक 50 मामूल 10 अंक ता ठीक 5X2=10 अंक
BCG–502: मुख्य न्याय (Dead of Punjabi Compulsory)

(In Lieu of Punjabi Compulsory)

Time: 3 Hrs. 
Marks: 50

1. भिंड पंजीकरण:

2. जूवा वेलोरेंस माध्यम हैं जूवा तेज समाकाल माध्यम उदार (1606-1675)

3. पंजाब जा महानिदेश हैं मंदिराचार सीमा:- में मारे दिनिंग, नेत्र गीत, नेत्र लघु, पंजाब जा पुस्तिमिलें जल लिंग: पुरूष बहादू, वीर दंग, वीरता भगवान

मंदिराचार माध्यम:

1. ‘पंजाब जा मेहता विवाह’, ब्रह्मी-भैंस मिथ्या विंच, धर्मविवेक विश्वेश्वर वियाची वृत्तिचारणी परिपालन।

2. ‘पंजाब जा विवाह’, युवियांग निधि व्युक्त, दिव्यु चुंब वियाली महाकाल।

3. ‘पंजाब (विवाहम, जल माध्यम हैं मंदिराचार आदि) सुदूर मंदिर भविष्यत मिथ्या विंच, विश्व विवाह मंदिराचार परिपालन।

4. ‘विनोदपति मिथ्या विवाह’ 1469-1708 डा. सुरसिकार मित्र, पंजाब भविष्यवादी साहित्य।

5. ‘भविष्यत सीता जा जूवा मंदिराचार’, विश्वत काशाब सिद्ध नाचे मंदिलाई, भारत चुंब विजय, समाज, वृक्षोधर।

6. ‘मिथ्या विवाह’ (1469-1765), पंजाब जा मेहता निधि, डा. मीना मित्र, धर्मविवेक वियाची वृत्तिचारणी परिपालन।

7. ‘मिथ्या विवाह’ बाबा निधिक, भृदालंड मिथ्या वियाचा डा. उत्तराचार मित्र आहे, समाज चुंब ऊपर सुपरिपालन।

8. ‘पंजाब जा विवाह’ (भंवर जा मंदिराचार जा विवाह) युवियांग मित्र व्युक्त, दिव्यु चुंब वियाली महाकाल।

9. ‘मिथ्या विवाह’ 1469-1988 भृदालंड मिथ्या, तेजसिक पवित्रिकास गर्वी दिलो।

10. ‘मंदिराचार मंदिराचार’ (1469-1708) पंजाब जा विवाह: विश्वत काश, दिव्यु चुंब वियाली महाकाल।

11. ‘पंजाब जा विवाह’ (1469-1799) सिद्ध साकाती, भारत वृक्षोधर परिपालन।
Note: The question paper covering the entire course shall be divided into three sections.

**Section A:** It will have question No.1 consisting of 12 very short answer questions from the entire syllabus with answer to each question up to five lines in length. Students will attempt 10 questions. Each question will carry one mark; the total weightage being 10 marks.

**Section B:** It will consist of essay type/numerical questions up to five pages in length. Four questions numbering 2, 3, 4 and 5 will be set by the examiner from Part-I of the syllabus. The candidates will be required to attempt any two questions. Each question will carry 10 marks. The total weightage of this section shall be 20 marks.

**Section C:** It will consist of essay type/numerical questions with answer to each question up to five pages in length. Four, questions numbering 6, 7, 8 and 9 will be set by the examiner from Part–II of the syllabus. The candidates will be required to attempt any two questions. Each question will carry 10 marks. The total weightage of the section shall be 20 marks.

**PART I**


**Fund Flow Statements:** Meaning and concept of fund – Flow of Fund – Preparation of Fund flow statements – uses and significance

**Cash Flow Statement:** Difference between fund flow statement and cash flow statements – Preparation of cash flow statements as per AS–3 Norms

**PART II**

**Managerial decision** making with the help of C.V.P. Analysis: Fixation of Selling Price – Exploring new markets – make or buy – key factor – Product Mix – Operate or Shutdown

**Responsibility Accounting** – Concept – Significance – Responsibility centers – Activity Based Costing – (General outline only)

**Transfer Pricing** – Meaning & Methods.
Suggested Readings:

5. Pillai, R.S.N. and Bagavathi, V., “Management Accounting”, 2013, S. Chand & Co. Pvt. Ltd., New Delhi
Note: 1. The question paper covering the entire course shall be divided into three sections.
2. The candidates are allowed to use [Non–Scientific] calculator.

Section A: It will have question No.1 consisting of 12 very short answer questions from the entire syllabus with answer to each question up to five lines in length. Students will attempt 10 questions. Each question will carry one mark; the total weightage being 10 marks.

Section B: It will consist of essay type/numerical questions up to five pages in length. Four questions numbering 2, 3, 4 and 5 will be set by the examiner from Part-I of the syllabus. The candidates will be required to attempt any two questions. Each question will carry 10 marks. The total weightage of this section shall be 20 marks.

Section C: It will consist of essay type/numerical questions with answer to each question up to five pages in length. Four, questions numbering 6, 7, 8 and 9 will be set by the examiner from Part–II of the syllabus. The candidates will be required to attempt any two questions. Each question will carry 10 marks. The total weightage of the section shall be 20 marks.

PART–I
Income Tax Act 1961: Basic Introduction, Brief history of Income Tax in India, Scope of the Act, Meaning of Income Tax; Concept of Income Tax; Assessment year, Previous year; Assessee; Person; Agricultural Income with examples; Residential status and Tax Liability.
Heads of Income Computation of Income from Salary inclusive of salary components Allowances; perquisites; profit in lieu of salary and deductions, Income from House Property or allowable deductions, profits and gains from Business and Profession

PART–II
Income from Short term and long term capital gains; income from other sources; computation of Gross Total Income and Total Income and the tax liability of a salaried individual; Deductions from the Gross Total Income of individuals. Tax Deduction at Source

Suggested Readings:
BCG–505: AUDITING

Time: 3 Hours  Max. Marks: 50

Note: The question paper covering the entire course shall be divided into three sections.

Section A: It will have question No.1 consisting of 12 very short answer questions from the entire syllabus with answer to each question up to five lines in length. Students will attempt 10 questions. Each question will carry one mark; the total weightage being 10 marks.

Section B: It will consist of essay type/numerical questions up to five pages in length. Four questions numbering 2, 3, 4 and 5 will be set by the examiner from Part-I of the syllabus. The candidates will be required to attempt any two questions. Each question will carry 10 marks. The total weightage of this section shall be 20 marks.

Section C: It will consist of essay type/numerical questions with answer to each question up to five pages in length. Four, questions numbering 6, 7, 8 and 9 will be set by the examiner from Part–II of the syllabus. The candidates will be required to attempt any two questions. Each question will carry 10 marks. The total weightage of the section shall be 20 marks.

PART–I


Internal Control, Internal Check and Internal Audit: – Introduction, Necessity, Definitions – Internal Check: Definitions, Difference between Internal Check and Internal Control, Fundamental Principles of Internal Check – Difference between Internal check and Internal audit.

PART–II


Audit of Limited Companies: Company Auditor – Qualifications and disqualifications – Appointment – Removal, Remuneration, Rights, Duties and Liabilities – Audit Committee – Auditor’s Report – Contents and Types – Auditor’s certificates

Special Areas of Audit: Tax audit and Management audit – Recent Trends in Auditing
Suggested Readings:

GROUP–I: ACCOUNTING & FINANCE
BCG–511: CONTEMPORARY ACCOUNTING

Time: 3 Hours  Max.Marks: 50

Note: The question paper covering the entire course shall be divided into three sections.

Section A: It will have question No.1 consisting of 12 very short answer questions from the entire syllabus with answer to each question up to five lines in length. Students will attempt 10 questions. Each question will carry one mark; the total weightage being 10 marks.

Section B: It will consist of essay type/numerical questions up to five pages in length. Four questions numbering 2, 3, 4 and 5 will be set by the examiner from Part-I of the syllabus. The candidates will be required to attempt any two questions. Each question will carry 10 marks. The total weightage of this section shall be 20 marks.

Section C: It will consist of essay type/numerical questions with answer to each question up to five pages in length. Four, questions numbering 6, 7, 8 and 9 will be set by the examiner from Part–II of the syllabus. The candidates will be required to attempt any two questions. Each question will carry 10 marks. The total weightage of the section shall be 20 marks.

PART – I
Emergence of contemporary issues in accounting – influence of other disciplines on accounting and changing environment.
Price Level Accounting – Methods, Utility and Corporate Practices

PART – II
Recent Trends in the Presentation of Published Accounts. Reporting by Diversified Companies.
Value Added Reporting: Preparation and Disclosure of Value Added Statements, Economic Value Added, EVA Disclosure in India
Basel II and III Norms
Accounting Standards in India. Significance and formulation of Accounting Standards. Accounting Standards relating to Interim Reporting. Accounting for Leases, Earning Per Share, and Accounting for Intangibles.
Contemporary Issues In Management Accounting: Target Costing.

Suggested Readings:
B.COM (PASS & HONS.) (SEMESTER-V)

GROUP-I:(ACCOUNTING & FINANCE)

Time: 3 Hours
Max.Marks: 50

Note: The question paper covering the entire course shall be divided into three sections.

Section A: It will have question No.1 consisting of 12 very short answer questions from the entire syllabus with answer to each question up to five lines in length. Students will attempt 10 questions. Each question will carry one mark; the total weightage being 10 marks.

Section B: It will consist of essay type/numerical questions up to five pages in length. Four questions numbering 2, 3, 4 and 5 will be set by the examiner from Part-I of the syllabus. The candidates will be required to attempt any two questions. Each question will carry 10 marks. The total weightage of this section shall be 20 marks.

Section C: It will consist of essay type/numerical questions with answer to each question up to five pages in length. Four, questions numbering 6, 7, 8 and 9 will be set by the examiner from Part–II of the syllabus. The candidates will be required to attempt any two questions. Each question will carry 10 marks. The total weightage of the section shall be 20 marks.

PART–I

Money Market: Indian Money Markets Composition, Composition and Structure;
(a) Acceptance houses (b) Discount houses and (c) Call money market; Recent trends in Indian money market.


Functionaries on Stock Exchanges:– Brokers, Sub brokers, Market makers, Jobbers, Portfolio Consultants, Institutional Investors.

PART–II

SEBI – Introduction, Role, Its powers, Objectives, Scope & Functions.


Depositories Act 1996: Definitions, Rights and Obligations of Depositories, Participants Issuers and Beneficial Owners, Inquiry and Inspections, Penalty.

Suggested Readings:

Note: Latest edition of text book may be used.
Note: The question paper covering the entire course shall be divided into three sections.

Section A: It will have question No.1 consisting of 12 very short answer questions from the entire syllabus with answer to each question up to five lines in length. Students will attempt 10 questions. Each question will carry one mark; the total weightage being 10 marks.

Section B: It will consist of essay type/numerical questions up to five pages in length. Four questions numbering 2, 3, 4 and 5 will be set by the examiner from Part-I of the syllabus. The candidates will be required to attempt any two questions. Each question will carry 10 marks. The total weightage of this section shall be 20 marks.

Section C: It will consist of essay type/numerical questions with answer to each question up to five pages in length. Four, questions numbering 6, 7, 8 and 9 will be set by the examiner from Part-II of the syllabus. The candidates will be required to attempt any two questions. Each question will carry 10 marks. The total weightage of the section shall be 20 marks.

PART – I

PART – II

E – Banking Services – Internet Banking – Phone Banking – Mobile Banking – ATM’s – Debit Card – Credit Cards.


Suggested Readings:
5. Heffernan, Shelagh, “Modern Banking”, 2005, John Wiley and Sons Ltd
GROUP-II: BANKING AND INSURANCE
BCG–522: INSURANCE SERVICE MANAGEMENT

Time: 3 Hours  Max.Marks: 50

Note: The question paper covering the entire course shall be divided into three sections.

Section A: It will have question No.1 consisting of 12 very short answer questions from the entire syllabus with answer to each question up to five lines in length. Students will attempt 10 questions. Each question will carry one mark; the total weightage being 10 marks.

Section B: It will consist of essay type/numerical questions up to five pages in length. Four questions numbering 2, 3, 4 and 5 will be set by the examiner from Part-I of the syllabus. The candidates will be required to attempt any two questions. Each question will carry 10 marks. The total weightage of this section shall be 20 marks.

Section C: It will consist of essay type/numerical questions with answer to each question up to five pages in length. Four, questions numbering 6, 7, 8 and 9 will be set by the examiner from Part–II of the syllabus. The candidates will be required to attempt any two questions. Each question will carry 10 marks. The total weightage of the section shall be 20 marks.

PART – I


PART – II


Suggested Readings:
Note: The question paper covering the entire course shall be divided into three sections.

Section A: It will have question No. 1 consisting of 12 very short answer questions from the entire syllabus with answer to each question up to five lines in length. Students will attempt 10 questions. Each question will carry one mark; the total weightage being 10 marks.

Section B: It will consist of essay type/numerical questions up to five pages in length. Four questions numbering 2, 3, 4 and 5 will be set by the examiner from Part-I of the syllabus. The candidates will be required to attempt any two questions. Each question will carry 10 marks. The total weightage of this section shall be 20 marks.

Section C: It will consist of essay type/numerical questions with answer to each question up to five pages in length. Four, questions numbering 6, 7, 8 and 9 will be set by the examiner from Part–II of the syllabus. The candidates will be required to attempt any two questions. Each question will carry 10 marks. The total weightage of the section shall be 20 marks.

PART – I


Accounting as an Information System – Importance of system approach for Accounting.

General Role of Computers in Accounting – Important aspects of Computer Accounting, Types of Accounting Softwares

PART – II

Starting With Tally – Tally server for single user, Tally for Multi–User.

Activating Tally for Single User – For users connected to the internet, for users not connected to the Internet

Activating tally for Multi–User – Tally License server

New Features of tally, Installation of Tally, Running Tally

Items on the tally screen – Gateway of Tally, Direct Command area, The Buttons

Create a Company – Directory, Name, Mailing Name, Address, State, Pin Code, Email Address, Use Indian Vat, VAT TIN Number, Income tax Number, Maintain, Books Beginning from, Tally/Vault password, Use Security Control

Suggested Readings:
2. Rajaraman, V., “Introduction to Information Technology”, 2013, PHI.
Time: 3 Hours  Max.Marks: 50

Note: The question paper covering the entire course shall be divided into three sections.

Section A: It will have question No.1 consisting of 12 very short answer questions from the entire syllabus with answer to each question up to five lines in length. Students will attempt 10 questions. Each question will carry one mark; the total weightage being 10 marks.

Section B: It will consist of essay type/numerical questions up to five pages in length. Four questions numbering 2, 3, 4 and 5 will be set by the examiner from Part-I of the syllabus. The candidates will be required to attempt any two questions. Each question will carry 10 marks. The total weightage of this section shall be 20 marks.

Section C: It will consist of essay type/numerical questions with answer to each question up to five pages in length. Four questions numbering 6, 7, 8 and 9 will be set by the examiner from Part-II of the syllabus. The candidates will be required to attempt any two questions. Each question will carry 10 marks. The total weightage of the section shall be 20 marks.

PART – I


PART – II


Suggested Readings:


BCG–601: ENGLISH
(COMPELSSORY)

Time: 3 Hours

Texts Prescribed:

Course Contents:
1. The study of the whole text of the novel, *The English Teacher*
2. The study of the following one–act plays from the prescribed book, *Glimpses of Theatre*
   i) The Will
   ii) Villa for Sale
   iii) Progress
   iv) The Monkey’s Paw
   v) Sorry Wrong Number

Essay Writing

Instructions for the Paper Setter and Distribution of Marks:
Note: The paper setters should avoid questions of theoretical nature on English Grammar.

The question paper will consist of three sections and the distribution of marks will be as under:

Section A: 10 Marks
Section B: 24 Marks
Section C: 16 Marks

Section–A:
I. SIX questions (three questions based on the prescribed one–act plays from the textbook, *Glimpses of Theatre* and three questions based on the novel, *The English Teacher* requiring very short answers based on the close reading of the prescribed novel and one–act plays shall be set and examinees will be expected to answer any FIVE. (2x5=10 Marks)

Section–B:
II. THREE questions requiring brief descriptive answers based on character, tone, plot and theme(s) in the prescribed one–act plays will be set and examinees will be expected to attempt any TWO. (6x2= 12 Marks)
III. THREE questions on central idea, theme, tone or style etc. of the prescribed novel will be set for the students to attempt any TWO of these questions. (6x2= 12 Marks)

Section–C:
IV. ONE question requiring the students to write an essay on one of the three given topics will be set. (1x8=8 Marks)
V. TWO essay type questions (one from the prescribed one–act plays and one from the prescribed novel) will be set for the students to answer any ONE of these questions. (1x8= 8 Marks)
B.COM (PASS & HONS.) (SEMESTER-VI)

BCG-602: ਪੰਜਾਬੀ (ਲੜਾਕੀ)
PUNJABI (COMPULSORY)

ਸਾਲ: 3 ਪੇਟੀਂ

ਜੁਲਾਦ ਮੰਚ: 50

ਪੰਜਾਬੀ ਅੱਠ ਪੰਜਾਬੀ

1. ਜਾਨਦੀ ਵੀਚਾਰ (ਪਹਿਲੀ ਪ੍ਰਕਾਸ਼ਣ)
(ਸੰਖਾਲਣ ਭਾਸ਼ਾ ਸਿਸਟਮ ਪ੍ਰਾਪਤ, ਲਖਵਾਂਤ ਵੇਵ),
ਚਾਰ ਤਾਲੀਬ ਇੱਕ ਪੁਲੀਕਾਨਿਕਿਟੀ, ਅਬਾਦੀਵਾਦ,
(ਸੰਖਾਲਣ ਹਿੱਟ, ਮਾਲ ਸੁਪਰੀਅਨਟ, ਚਾਰ ਤਾਲੀਬ ਇੱਕ ਨੀ, ਚਾਰ ਅਬਾਦੀਵਾਦ ਇੱਕ ਨੀ,
ਵਿਕੱਤ ਸਾਹਿਬ, ਮਾਲ ਸੁਰੀਅਤ)
(ਪੁਸਤਕ, ਮਹਿਤੀ ਵਿਗਿਆਨ/ਵਿਗਿਆਨ ਚਮਕ/ਮਾਤਾ)

2. ਪੀੜੀਆਂ ਦੇ ਵੀਚਾਰ (ਜਹਨਵਰਾਂ), ਘਰਵਾਲਾ ਸਿਸਟਮ ਵਾਤਾਵਰਣ,
ਤਲਾਬ ਸਿਸਟਮ ਪੰਜਾਬੀਵਾਦ, ਅਬਾਦੀਵਾਦ
(ਸੈਕਲ ਨੀਹਾਲ ਦੇ ਸੰਨਾਲ/ਸਭਾ ਮਿਲਾਖਾਤ ਵਿਖਾਈ/ਸਹਿਤਕਾਰ ਦੇ ਝੋਂ ਦੇ ਸੰਨਾਲ)

3. (ਇ) ਲਾਖ ਜਹਨਵਰਾਂ (ਵਿਗਿਆਨ ਵਿਗਿਆਨ, ਉਬਰਾਨੀਕਾ ਅੱਠ ਚਾਰੀ ਭਾਸ਼ਾਵਾਂ ਵਿਚੋਂ)
(ਆ) ਆਪਣਾ ਮਹਿਤੀ ਦੁਆਰਾ: ਅੱਠ ਮਹਿਤੀ, ਬੱਢਾ ਮਹਿਤੀ, ਦੱਖਣ, ਲੱਫ਼, ਕੀਮਤ, ਰਿਵੈਵਿੱਨਵੀ ਵਿਚਾਰ
(ਪੁਸਤਕ, ਅੱਠ ਵਰਗ)

4. ਵਿਗਿਆਨਵਾਦ:
(ਇ) ਵਿਗਿਆਨਵਾਦ ਮੂਲੀਆਂ: ਪ੍ਰਤੀਕਾਤ, ਲਖਵਾਂਤ ਅੱਠ ਵਾਤਿਆ
(ਆ) ਵਿਗਿਆਨ ਰਾਇਓ: ਪੁਸਤਕ, ਘਰਵਾਲਾ ਦੇ ਪੁਰਾਣ
1. पूर्वा मार्ग शिक्षाधारणाएं-समांतर (पेपर हिच्च पिच्च) 10 औंस
2. मानव मजिष्ट्रेट सविधान/ मठकथा टेंटेंउ (पेपर हिच्च पिच्च) 10 औंस
3. सेंध घटक : डिलिंग हिच्च बिमे पिच्च हिमे डिलिंग 05 औंस
4. मंत्रित उपरता 05 औंस
5. तीनव 5 डिलिंग लिविंग विभागलह डिलिंग दरवाजा उभर प्यमल 10 औंस
6. चौथवान तली तीनव 1 अवें 2 दीवान प्यमलता हिंस मंत्रित डिलिंग लाले 5 प्यमल पृष्ठ सादनो। इवेस ना डिलिंग 50 मधवें उं लॉ टा टेंटें 5X2=10 औंस
BCG–602

भूधरी पंजाबी

(पंजाब दा टिडियांग के संक्षिप्तावली)

(In Lieu of Punjabi Compulsory)

Time: 3 Hrs. Marks: 50

अंकों की बंटी :-

बंदा धी :- टिस्ट बंदा दिन एंट्री 15 पुस्तक पृष्ठ की सततों। विद्वानाधीन बंदे बिंबी 10 दे पूष्ठ 30-40 विखत्तीन दिन दिने सात। उद्धें दिन 2 पूष्ठ दी 2 अंक दें।

बंदा अं :- टिस्ट बंदा दिन 6 पुस्तक पृष्ठ की सततों। विद्वानाधीन बिंबे 3 पूष्ठ 3 दे पूष्ठ 400-500 विखत्तीन दिन दिने सात। उद्धें 8 अंक दें।

1. दल्लीड निपठँ अन्यत वंचन द देवीविन मसे बिमसन :- 1790 दे बंचन दे दल्लीड दोष, दल्लीड निपठँ दे मसे, अन्यत दे मसे, दल्लीड निपठँ दे अन्यत दे मसे, दल्लीड दे साधनू घर संघ, मैदान पूर्तप, वंचन दे फििनत दडी दिन।

2. दल्लीड निपठँ अन्यत से मसे-विनियम संशोधन अंतर्गत :- 1857 दे दल्लीड मसे रंग, बुध अंतर्गत, बुध अंतर्गत, वीरीय मिहान, निपठँ दे रंगरणी, निपठँ साधन अंतर्गत, भुत्तुराम संशोधन अंतर्गत दे आन्वयक।

3. बंदे मसे मूर्ति दर्जन :- संडियान वंचन दविविवरण, असंशोधन ग्रंथ, ग्रंथि दाता दाता, निपठँ अन्यत अंतर्गत, बुधः बंदे अंतर्गत, भुत्तुराम मूर्ति दे ग्रंथि कया।

संख्यात पुस्तकः

1. ‘दल्लीड निपठँ’, विवरण किताब मिला, पंजाबी दुर्लक्षित भूमि, पढ़ियाँ।
2. ‘भाषा‘ दल्लीड निपठँ’, कीडा दव वेज्जरी, विद्वानाधीन बिंबी रंग, अवसंशवाद बिंबी दबंग मैदान।
3. ‘निपठँ फिंगटी’ 1469-1988 दल्लीड मिला, दंबुला विशिष्टता, दिनी दिनी।
4. ‘निपठँ दिजियांग’ दव दोन्हा (1839-2004), दल्लीड मिला धावताप द, दुबरामात मिला मिलाह, राजद दूल सय किंव्रेकात।
5. ‘निपठँ दिजियांग’ (1526-1849)विवरण दव, भारत दव दुबरामात विशिष्टता, दिनी।
6. ‘पंजाबी दोष सगीत’ (1850-1910), संगीत मिला दोष, पंजाबी दोष सगीत रंगः दल्लीड दिजियांग सगीत।
7. ‘पंजाबी दव दिजियांग’, दविजियांग मिला वुध्दा, दिनी दव दविजियांग, साहित्य।
8. ‘निपठँ दिजियांग’, विवरण, राजद दबंग सय, दुबरामात।
9. ‘पंजाबी दव दिजियांग’ (1791-1966) दव दविजियांग, भारत दविजियांग, दुबरामात।
BCG–603: OPERATIONS RESEARCH

Time: 3 Hours  Max. Marks: 50

Note: 1. The question paper covering the entire course shall be divided into three sections.
2. The candidates are allowed to use [Non–Scientific] calculator.

Section A: It will have question No. 1 consisting of 12 very short answer questions from the entire syllabus with answer to each question up to five lines in length. Students will attempt 10 questions. Each question will carry one mark; the total weightage being 10 marks.

Section B: It will consist of essay type/numerical questions up to five pages in length. Four questions numbering 2, 3, 4 and 5 will be set by the examiner from Part–I of the syllabus. The candidates will be required to attempt any two questions. Each question will carry 10 marks. The total weightage of this section shall be 20 marks.

Section C: It will consist of essay type/numerical questions with answer to each question up to five pages in length. Four, questions numbering 6, 7, 8 and 9 will be set by the examiner from Part–II of the syllabus. The candidates will be required to attempt any two questions. Each question will carry 10 marks. The total weightage of the section shall be 20 marks.

PART I


PART II


Game Theory – Theory of Games, Characteristics of Games, Rules – Look for a pure Strategy, Reduce Game by Dominance, Mixed Strategies (2 x 2 Games, 2 x n Games or m x 2 Games).

Net Work Analysis in Project Planning: Project, Project Planning scheduling, CPM, PERT, Cost Analysis and Crashing the Network Exercises

Suggested Readings:
2. Kanti Swarup, Man Mohan and P.K Gupta Operation Research, Sultan Chand &amp; Sons, New Delhi
BCG–604: CORPORATE GOVERNANCE

Time: 3 Hours
Max. Marks: 50

Note: The question paper covering the entire course shall be divided into three sections.

Section A: It will have question No.1 consisting of 12 very short answer questions from the entire syllabus with answer to each question up to five lines in length. Students will attempt 10 questions. Each question will carry one mark; the total weightage being 10 marks.

Section B: It will consist of essay type/numerical questions up to five pages in length. Four questions numbering 2, 3, 4 and 5 will be set by the examiner from Part-I of the syllabus. The candidates will be required to attempt any two questions. Each question will carry 10 marks. The total weightage of this section shall be 20 marks.

Section C: It will consist of essay type/numerical questions with answer to each question up to five pages in length. Four, questions numbering 6, 7, 8 and 9 will be set by the examiner from Part–II of the syllabus. The candidates will be required to attempt any two questions. Each question will carry 10 marks. The total weightage of the section shall be 20 marks.

PART I


Corporate Governance: Conceptual framework of Corporate Governance, Insider Trading, Rating Agencies, Whistle Blowing, Corporate Governance Reforms, Initiatives in India including clause 49.

Major Corporate Scandals: Junk Bond Scam (USA), Enron (USA), WorldCom (USA), Tyco (USA), Andersen Worldwide (USA), Kirch Media (Germany), Vivendi (France), Parmalat (Italy) and Satyam Computer Services Ltd (India).

PART II

Common Governance Problems Noticed in various Corporate Failures, Is Corporate Governance always the Cause for Corporate Failures?

Suggested Readings:

BCG–605: WORKSHOP

Following three options shall be given to students out of which a student has to opt any one:

1. Workshop on Goods & Services Tax (GST)
2. Workshop on Income Tax & e-filing

This paper carries 50 marks. Evaluation will be done by the external examiner. The examination will be conducted by internal examiner/examiners depending upon options offered. The students shall be required to maintain a file containing various documents related to the particular workshop chosen by them which will be verified by the external examiner. The Division of marks shall be 30 for practical and 20 for Viva.

The Contents of the three workshops is as follows:

**Workshop on Goods & Services Tax (GST)**
- Accounting in GST
- Computing GST Tax
- Applicability of CGST, IGST, SGST, UTGST on Different Transactions and adjustment of credit.
- Preparation of GST PMT Registers
- Reverse Charge mechanism
- TCS and Reverse Charge Implications in case of E Commerce Transactions in GST
- Billing and Invoicing in GST
- Composition Scheme in GST

**Workshop on Income Tax & e-filing**
- Applying for PAN
- E-Filing ITR for Salaried Individuals.
- Advance Tax Computation both for individuals & firms
- E-Filing ITR for Small Proprietorship Business.
- Deductions and E-Filing ITR for Partnership Business
- Filing Challans related to self-assessment Tax, Advance Tax.
- Payroll Processing

**Workshop on Basics of stock Market.**
- Investment Alternatives: Bank Deposits, Post Office saving schemes, Equity shares, Preference Shares, Debentures.
- Exchanges in India – NSE, BSE, MCX- their organization & management.
- Depositories-Introduction, Role, Importance, Dematerialization.
- DEMAT Account-Introduction Opening Formalities, Expenses.
- Orders & Margins – All types.
- Security Analysis-Introduction to Fundamental analysis and Technical analysis.
- Understanding Business News Channels.
- Trading at Stock Exchange- Live Online trading, Clearing & settlement, Contract Note & Trading costs.
Note: The question paper covering the entire course shall be divided into three sections.

Section A: It will have question No.1 consisting of 12 very short answer questions from the entire syllabus with answer to each question up to five lines in length. Students will attempt 10 questions. Each question will carry one mark; the total weightage being 10 marks.

Section B: It will consist of essay type/numerical questions up to five pages in length. Four questions numbering 2, 3, 4 and 5 will be set by the examiner from Part-I of the syllabus. The candidates will be required to attempt any two questions. Each question will carry 10 marks. The total weightage of this section shall be 20 marks.

Section C: It will consist of essay type/numerical questions with answer to each question up to five pages in length. Four, questions numbering 6, 7, 8 and 9 will be set by the examiner from Part–II of the syllabus. The candidates will be required to attempt any two questions. Each question will carry 10 marks. The total weightage of the section shall be 20 marks.

PART I
Portfolio Selection: Concept of Portfolio Selection, Optimal Portfolio, Objectives, Risk and Investor Preferences, Investment Constraints, Cut–off Rate and New Securities, Efficient Frontier and Portfolio Selection

PART II

Suggested Readings:
B.COM (PASS & HONS.) (SEMESTER-VI)

GROUP–I:(ACCOUNTING & FINANCE)
BCG–612: FINANCIAL SERVICES

Time: 3 Hours Max.Marks: 50

Note: The question paper covering the entire course shall be divided into three sections.

Section A: It will have question No.1 consisting of 12 very short answer questions from the entire syllabus with answer to each question up to five lines in length. Students will attempt 10 questions. Each question will carry one mark; the total weightage being 10 marks.

Section B: It will consist of essay type/numerical questions up to five pages in length. Four questions numbering 2, 3, 4 and 5 will be set by the examiner from Part-I of the syllabus. The candidates will be required to attempt any two questions. Each question will carry 10 marks. The total weightage of this section shall be 20 marks.

Section C: It will consist of essay type/numerical questions with answer to each question up to five pages in length. Four, questions numbering 6, 7, 8 and 9 will be set by the examiner from Part–II of the syllabus. The candidates will be required to attempt any two questions. Each question will carry 10 marks. The total weightage of the section shall be 20 marks.

PART – I

Financial services – meaning – features – importance – contribution of financial services in promoting industry – service sector
Merchant banking – meaning, origin and growth of merchant banking in India. Scope of merchant banking services – merchant bankers and management of public issues – merchant banking practices in India. Weakness in the functioning of merchant bankers in India.
Mutual funds: Concept of mutual funds. Growth of mutual funds in India. Mutual fund schemes – money market mutual funds – private sector mutual funds – functioning of mutual funds in India.

PART – II

A. Factoring: Concept of factoring – why factoring – types of factoring – factoring mechanism – securitization of debt – concept and mechanism
B. Retail banking services – personal loan – home loans – car loans – consumer loans – educational loans– concept of plastic money – credit cards – debit card – (meaning – features – types – merits and de merits of each services are covered)
C. Venture Capital: Concept of venture capital fund – characteristics – growth of venture capital funds in India.
Suggested Readings:
Note: The question paper covering the entire course shall be divided into three sections.

Section A: It will have question No.1 consisting of 12 very short answer questions from the entire syllabus with answer to each question up to five lines in length. Students will attempt 10 questions. Each question will carry one mark; the total weightage being 10 marks.

Section B: It will consist of essay type/numerical questions up to five pages in length. Four questions numbering 2, 3, 4 and 5 will be set by the examiner from Part-I of the syllabus. The candidates will be required to attempt any two questions. Each question will carry 10 marks. The total weightage of this section shall be 20 marks.

Section C: It will consist of essay type/numerical questions with answer to each question up to five pages in length. Four, questions numbering 6, 7, 8 and 9 will be set by the examiner from Part-II of the syllabus. The candidates will be required to attempt any two questions. Each question will carry 10 marks. The total weightage of the section shall be 20 marks.

PART – I

The main theories which seek to explain exchange rate behaviour. Forecasting exchange rate movements. Different exchange rate arrangements and government intervention.


Introduction to Futures– an overview of financial futures markets, including the types of contracts available – futures terminology and concepts, and futures pricing and behavior – cost of carrying and expectations approach – Uses of futures for hedging, arbitrage and speculation.

PART – II

Swaps Development of the swaps market– Characteristics and uses of swap products, interest rate and currency swaps – Legal and regulatory issues.

Exchange rate Risk and Political Risk Identification of the different types of exchange rate risk; transaction exposure, translation exposure and economic exposure, together with an analysis of political risk. Managing Foreign Exchange Rate Risk Strategies for managing foreign exchange rate risk and the instruments available; currency forwards, futures, options and swaps – Short-term Interest Rate Risk Management.
Suggested Readings:

GROUP-II: BANKING AND INSURANCE
BCG–622: RISK MANAGEMENT AND INSURANCE

Time: 3 Hours
Max.Marks: 50

Note: The question paper covering the entire course shall be divided into three sections.

Section A: It will have question No.1 consisting of 12 very short answer questions from the entire syllabus with answer to each question up to five lines in length. Students will attempt 10 questions. Each question will carry one mark; the total weightage being 10 marks.

Section B: It will consist of essay type/numerical questions up to five pages in length. Four questions numbering 2, 3, 4 and 5 will be set by the examiner from Part-I of the syllabus. The candidates will be required to attempt any two questions. Each question will carry 10 marks. The total weightage of this section shall be 20 marks.

Section C: It will consist of essay type/numerical questions with answer to each question up to five pages in length. Four, questions numbering 6, 7, 8 and 9 will be set by the examiner from Part–II of the syllabus. The candidates will be required to attempt any two questions. Each question will carry 10 marks. The total weightage of the section shall be 20 marks.

PART I


PART II


Suggested Readings:
GROUP-III:(COMPUTER APPLICATIONS & E-BUSINESS)
BCG 631: WINDOWS AND NETWORKING

Time: 3 Hours  Max. Marks: 50

Note: The question paper covering the entire course shall be divided into three sections.

Section A: It will have question No.1 consisting of 12 very short answer questions from the entire syllabus with answer to each question up to five lines in length. Students will attempt 10 questions. Each question will carry one mark; the total weightage being 10 marks.

Section B: It will consist of essay type/numerical questions up to five pages in length. Four questions numbering 2, 3, 4 and 5 will be set by the examiner from Part-I of the syllabus. The candidates will be required to attempt any two questions. Each question will carry 10 marks. The total weightage of this section shall be 20 marks.

Section C: It will consist of essay type/numerical questions with answer to each question up to five pages in length. Four, questions numbering 6, 7, 8 and 9 will be set by the examiner from Part–II of the syllabus. The candidates will be required to attempt any two questions. Each question will carry 10 marks. The total weightage of the section shall be 20 marks.

PART – I


PART – II


Network Topologies: Bus, Star, Ring, Mesh, Tree.


Suggested Readings:
GROUP–III:(COMPUTER APPLICATIONS & E–BUSINESS)
BCG–632:E–Marketing

Time: 3 Hours
Max.Marks: 50

Note: The question paper covering the entire course shall be divided into three sections.

SectionA: It will have question No.1 consisting of 12 very short answer questions from the entire syllabus with answer to each question up to five lines in length. Students will attempt 10 questions. Each question will carry one mark; the total weightage being 10 marks.

SectionB: It will consist of essay type/numerical questions up to five pages in length. Four questions numbering 2, 3, 4 and 5 will be set by the examiner from Part-I of the syllabus. The candidates will be required to attempt any two questions. Each question will carry 10 marks. The total weightage of this section shall be 20 marks.

SectionC: It will consist of essay type/numerical questions with answer to each question up to five pages in length. Four, questions numbering 6, 7, 8 and 9 will be set by the examiner from Part–II of the syllabus. The candidates will be required to attempt any two questions. Each question will carry 10 marks. The total weightage of the section shall be 20 marks.

PART – I


E Marketing Strategies– Big Picture Strategies, Objectives and Goals, Segmentation and Positioning

E–Marketing Techniques: Search Engines, Directories, Registrations, Solicited targeted E-mails, Interactive sites, Banners, Advertising, Spam Mails, E–mail, Chain letters.
Applications of 5P’s (Product, Price, Place, Promotion, People), E–Advertising Techniques: Banners, Sponsorships, Portals, Online Coupons.

PART – II

Introduction to Internet age and marketing, marketing in an information–intensive environment, Customer behavior in the future, the internet and international marketing

Implications of the Internet age for marketing, implications of the Internet for Consumer Marketing, Data mining in marketing

Improving marketing productivity in the Internet Age, product innovation in the Internet age, developing products on Internet time, Reintermediation and disintermediation in the internet age, pricing in the internet age, advertising in the internet age, sales and customer and customer service in the internet age, building meaningful relationships through dialogue

Suggested Readings:
The students will have to select one of the following groups having four papers each, of which Paper–I shall be offered in B.Com (Hons.) Semester–III, Paper II in B.Com. (Hons.) Semester–IV, Paper III in B.Com. (Hons.), Semester–V & Paper IV in B.Com. (Hons.) Semester–VI.

Each paper shall carry **50 marks. Total Marks will be 200.**

**Group I: Banking**

- Paper I: Banking and Financial System
- Paper II: Electronic Banking and Risk Management
- Paper III: Accounting for bankers
- Paper IV: Bank Marketing

**Group II: Project and production Management**

- Paper I: Production Management
- Paper II: Quality Management
- Paper III: Project Evaluation and Management
- Paper IV: Logistics and Supply Chain Management

**Group III: Insurance**

- Paper I: Principles and Practices of Life Insurance
- Paper II: Principles and Practices of General Insurance
- Paper III: Accounting for Insurers
- Paper IV: Insurance Marketing

**Group IV: International Business**

- Paper I: Management of International Business Operations
- Paper II: India’s Foreign Trade
- Paper III: International Financial Management
- Paper IV: International Marketing
B.COM (PASS & HONS.) (SEMESTER-VI)

Group–I: BANKING
Paper–I: BANKING AND FINANCIAL SYSTEM

Time: 3 Hours
Max. Marks: 50

Note: The question paper covering the entire course shall be divided into three sections as follows:

SectionA: It will have question No.1 consisting of 12 very short answer questions from the entire syllabus with answer to each question up to five lines in length. Students will attempt 10 questions. Each question will carry one mark; the total weightage being 10 marks.

SectionB: It will consist of essay type/numerical questions up to five pages in length. Four questions numbering 2, 3, 4 and 5 will be set by the examiner from Part-I of the syllabus. The candidates will be required to attempt any two questions. Each question will carry 10 marks. The total weightage of this section shall be 20 marks.

SectionC: It will consist of essay type/numerical questions with answer to each question up to five pages in length. Four, questions numbering 6, 7, 8 and 9 will be set by the examiner from Part–II of the syllabus. The candidates will be required to attempt any two questions. Each question will carry 10 marks. The total weightage of the section shall be 20 marks.

PART–I


PART – II


Principles of Lending – various credit Products / Facilities – working capital and term loans – Credit Appraisal Techniques – Approach to lending; – credit management – credit monitoring – Different types of documents; Documentation Procedures; Securities – Different modes of charging – types of collaterals and their characteristics.


Suggested Readings:

GROUP–I: BANKING
PAPER II: ELECTRONIC BANKING AND RISK MANAGEMENT

Time: 3 Hours
Max. Marks: 50

Note: The question paper covering the entire course shall be divided into three sections as follows:

Section A: It will have question No. 1 consisting of 12 very short answer questions from the entire syllabus with answer to each question up to five lines in length. Students will attempt 10 questions. Each question will carry one mark; the total weightage being 10 marks.

Section B: It will consist of essay type/numerical questions up to five pages in length. Four questions numbering 2, 3, 4 and 5 will be set by the examiner from Part-I of the syllabus. The candidates will be required to attempt any two questions. Each question will carry 10 marks. The total weightage of this section shall be 20 marks.

Section C: It will consist of essay type/numerical questions with answer to each question up to five pages in length. Four, questions numbering 6, 7, 8 and 9 will be set by the examiner from Part–II of the syllabus. The candidates will be required to attempt any two questions. Each question will carry 10 marks. The total weightage of the section shall be 20 marks.

PART–I
Electronic Banking– Core Banking – Electronic products On line Banking – Facilities provided and Security Issues, Cheque Truncation, Microfiche, Phone and Mobile Banking
Electronic Funds Transfer Systems – plain messages (Telex or Data Communication) – Structured messages (SWIFT, etc...) – RTGS

PART – II
Risk Management: Types of risks in banks, Risk Management Frame work in Banks: Enterprise–wide Risk Management in Banks; Elements of Risk Management Frame work; Systematic Risk Management in Banks; Different Measures of measuring Risks; risk management – process and techniques for assessment and management.
Asset– liability management in banks, Role of RBI

Suggested Readings:


GROUP–I: BANKING
PAPER–III: ACCOUNTING FOR BANKERS

Time: 3 Hours
Max. Marks: 50

Note: The question paper covering the entire course shall be divided into three sections.

Section A: It will have question No. 1 consisting of 12 very short answer questions from the entire syllabus with answer to each question up to five lines in length. Students will attempt 10 questions. Each
question will carry one mark; the total weightage being 10 marks.

**Section B:** It will consist of essay type/numerical questions up to five pages in length. Four questions numbering 2, 3, 4 and 5 will be set by the examiner from Part-I of the syllabus. The candidates will be required to attempt any two questions. Each question will carry 10 marks. The total weightage of this section shall be 20 marks.

**Section C:** It will consist of essay type/numerical questions with answer to each question up to five pages in length. Four, questions numbering 6, 7, 8 and 9 will be set by the examiner from Part–II of the syllabus. The candidates will be required to attempt any two questions. Each question will carry 10 marks. The total weightage of the section shall be 20 marks.

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**PART – I**

**Basics of Business Mathematics** – Calculation of Simple Interest and Compound Interest – Fixed and Floating Interest Rates – Calculation of EMIs – Calculation of front end and back end interest – Calculation of Annuities – Calculation of provisions for NPA and risk weights for Basel II – Interest calculation using products / balances

Capital Budgeting – Discounted cash flow – net present value – pay back methods

Depreciation – different types – methods of calculation


PART –II

Accounting for NPA / Provisioning / Suit Filed Accounts.
Preparation of Final Accounts – Final Accounts of Banking Companies.
Disclosure requirements.
Other Accounts–Company accounts – classes of Share Capital – issue/ forfeiture of Shares – issue of Bonus Shares.

Suggested Readings:

Group–I: BANKING
PAPER–IV: BANK MARKETING

Time: 3 Hours                         Max. Marks: 50

Note: The question paper covering the entire course shall be divided into three sections.

Section A: It will have question No.1 consisting of 12 very short answer questions from the entire syllabus with answer to each question up to five lines in length. Students will attempt 10 questions. Each question will carry one mark; the total weightage being 10 marks.

Section B: It will consist of essay type/numerical questions up to five pages in length. Four questions numbering 2, 3, 4 and 5 will be set by the examiner from Part-I of the syllabus. The candidates will be required to attempt any two questions. Each question will carry 10 marks. The total weightage of this section shall be 20 marks.

Section C: It will consist of essay type/numerical questions with answer to each question up to five pages in length. Four, questions numbering 6, 7, 8 and 9 will be set by the examiner from Part–II of the syllabus. The candidates will be required to attempt any two questions. Each question will carry 10 marks. The total weightage of the section shall be 20 marks.

PART I

Customer Behaviour in Banking, Banking Consumer and Market Segmentation—Mass Marketing, Multiple Marketing, Steps in strategy formulation, Marketing Research in Banking—types of data—primary and secondary, uses of Marketing Research. Relationship Marketing in Banking, Competitive Analysis in Banking

PART II
Bank’s product strategy—Core, Value Added, Fundamental and Augmented Products, Product Item and Product Line, Difference between product and service, The concept of Product/Service Delivery in Banking, Pricing Strategies and its applications in banking—Elasticity of demand, Break Even Analysis, Different types of products and key variables

Banking Promotion Strategy—The Communication process, Goals of Communication, Steps in developing effective communication, Selling and Organising for sales and Selling to corporate clients—Meaning of corporate clients, relationship and transaction banking, bank organisation for large corporate clients

Suggested Readings:

B.COM (PASS & HONS.) (SEMESTER-VI)

Group–II: PROJECT AND PRODUCTION MANAGEMENT
PAPER–I: PRODUCTION MANAGEMENT

Time: 3 Hours  Max. Marks: 50

Note: The question paper covering the entire course shall be divided into three sections as follows:

SectionA: It will have question No.1 consisting of 12 very short answer questions from the entire syllabus with answer to each question up to five lines in length. Students will attempt 10 questions. Each question will carry one mark; the total weightage being 10 marks.

SectionB: It will consist of essay type/numerical questions up to five pages in length. Four questions numbering 2, 3, 4 and 5 will be set by the examiner from Part-I of the syllabus. The candidates will be required to attempt any two questions. Each question will carry 10 marks. The total weightage of this section shall be 20 marks.

SectionC: It will consist of essay type/numerical questions with answer to each question up to five pages in length. Four, questions numbering 6, 7, 8 and 9 will be set by the examiner from Part–II of the syllabus. The candidates will be required to attempt any two questions. Each question will carry 10 marks. The total weightage of the section shall be 20 marks.

PART – I
Introduction of production and operational management, Demand forecasting, productivity concepts and measurement. New product/service development.
Production processes, service operations. Design of production system
Facility location and facility layout Capacity planning and management

PART – II
Design of work systems Production planning and control
Production scheduling – sequencing, network analysis.
Material management – material planning and control, Purchase management, Store Management Inventory Management – Fundamentals, Inventory Cost, Inventory Control Systems, Use of IT. Supply Chain Management and Enterprise Resource Planning
Maintenance Management, Management of safety in a factory.

Suggested Readings:

Note: The question paper covering the entire course shall be divided into three sections as follows:

Section A: It will have question No.1 consisting of 12 very short answer questions from the entire syllabus with an answer to each question up to five lines in length. Students will attempt 10 questions. Each question will carry one mark; the total weightage being 10 marks.

Section B: It will consist of essay type/numerical questions up to five pages in length. Four questions numbering 2, 3, 4 and 5 will be set by the examiner from Part-I of the syllabus. The candidates will be required to attempt any two questions. Each question will carry 10 marks. The total weightage of this section shall be 20 marks.

Section C: It will consist of essay type/numerical questions with an answer to each question up to five pages in length. Four, questions numbering 6, 7, 8 and 9 will be set by the examiner from Part–II of the syllabus. The candidates will be required to attempt any two questions. Each question will carry 10 marks. The total weightage of the section shall be 20 marks.

PART – I


Quality systems – fundamentals, organizing and implementation of quality systems Tools and techniques of quality management


PART – II

Quality Function Deployment, QFD example.

Total Quality Management perspective, methodologies and procedures; Roadmap to TQM, ISO 9000, KAIZEN, Quality Circles, Quality Models for organizational excellence.

Benchmarking, Taguchi method, Pareto Analysis, Pokka Yoke (Mistake Proofing).

Other Factors in Quality: Human Factors such as attitude and errors. Material–Quality, Quality circles, Quality in sales & service.

Information technology and Quality management

Suggested Readings:
Note:The question paper covering the entire course shall be divided into three sections.

Section A: It will have question No.1 consisting of 12 very short answer questions from the entire syllabus with answer to each question up to five lines in length. Students will attempt 10 questions. Each question will carry one mark; the total weightage being 10 marks.

Section B: It will consist of essay type/numerical questions up to five pages in length. Four questions numbering 2, 3, 4 and 5 will be set by the examiner from Part-I of the syllabus. The candidates will be required to attempt any two questions. Each question will carry 10 marks. The total weightage of this section shall be 20 marks.

Section C: It will consist of essay type/numerical questions with answer to each question up to five pages in length. Four, questions numbering 6, 7, 8 and 9 will be set by the examiner from Part-II of the syllabus. The candidates will be required to attempt any two questions. Each question will carry 10 marks. The total weightage of the section shall be 20 marks.

PART –I
Project Identification Analysis: Socio–economic Consideration in Project Formulation; Social Infrastructure Projects for Sustainable Development; Investment Opportunities; Project Screening and Presentation of Projects of Decision Making; Expansion of Capacity; Diversification.

Market and Technical Analysis: Market and Demand Analysis – Market Survey, Demand Forecasting, Uncertainties in Demand Forecasting; Technical Analysis – Product Mix, Plant Capacity, Materials and Inputs, Machinery and Equipment.

Project Costing and Finance: Cost of project; Cost of production; Break even Analysis; Means of Financing Project; Tax Aspects in Project Finance; Role of Financial Institution in Project Finance.

PART –II
Project Appraisal: Time Value of Money; Project Appraisal Techniques – Playback Period, Accounting Rate of Return, Net Present Value, Internal Rate of Return, Benefit Cost Ratio; Social Cost Benefit Analysis; Effective Rate of Protection.

Risk Analysis: Measures of Risk; Sensitivity Analysis; Stimulation Analysis; Decision Tree Analysis.

Project Scheduling/Network Techniques in Project Management: CPM and PERT Analysis; Float Times; Crashing of Activities; Contraction of Network for Cost Optimization, Updating; Cost Analysis of Resources Allocation. Basic knowledge of the leading softwares for Project Planning and Analysis.
Suggested Readings:
Group–II: PROJECT AND PRODUCTION MANAGEMENT
PAPER–IV: LOGISTICS AND SUPPLY CHAIN MANAGEMENT

Time: 3 Hours  Max. Marks: 50

Note: The question paper covering the entire course shall be divided into three sections.

Section A: It will have question No.1 consisting of 12 very short answer questions from the entire syllabus with answer to each question up to five lines in length. Students will attempt 10 questions. Each question will carry one mark; the total weightage being 10 marks.

Section B: It will consist of essay type/numerical questions up to five pages in length. Four questions numbering 2, 3, 4 and 5 will be set by the examiner from Part-I of the syllabus. The candidates will be required to attempt any two questions. Each question will carry 10 marks. The total weightage of this section shall be 20 marks.

Section C: It will consist of essay type/numerical questions with answer to each question up to five pages in length. Four, questions numbering 6, 7, 8 and 9 will be set by the examiner from Part–II of the syllabus. The candidates will be required to attempt any two questions. Each question will carry 10 marks. The total weightage of the section shall be 20 marks.

PART – I

Logistics Management: Definition of logistics and the concepts of logistics. Logistics Activities: Functions of the logistics system – transportation, warehousing, order processing, information handling and procurement. Materials Management: Materials management functions and control, inventory management in logistics system, inventory decision-making, MRP, MRP II systems, multi–echelons.


PART – II

Definition of Supply Chain Management (SCM); Scope & Importance of Supply Chain Management; Key drivers Of the SCM; Features of Supply Chain Management; Supply Chain Network – 1st Tier , 2nd Tier Suppliers and Customers; Customer Service Dimension (Seven “R” Principles, Service after sale, Customer delight)

Inventory Control, Planning & Managing Inventories: Warehouse Management (Receipt, issue, storage and preservation, stock verification, In bound and out bound distribution operations); Order Management; Competitive advantage through logistics and supply chain management; Responsive Supply Chain.

Suggested Readings:
GROUP–III: INSURANCE
PAPER–I: PRINCIPLES AND PRACTICE OF LIFE INSURANCE

Time: 3 Hours
Max. Marks: 50

Note: The question paper covering the entire course shall be divided into three sections as follows:

Section–A: It will have question No.1 consisting of 12 very short answer questions from the entire syllabus with answer to each question up to five lines in length. Students will attempt 10 questions. Each question will carry one mark; the total weightage being 10 marks.

Section–B: It will consist of essay type/numerical questions up to five pages in length. Four questions numbering 2, 3, 4 and 5 will be set by the examiner from Part–I of the syllabus. The candidates will be required to attempt any two questions. Each question will carry 10 marks. The total weightage of this section shall be 20 marks.

Section–C: It will consist of essay type/numerical questions with answer to each question up to five pages in length. Four questions numbering 6, 7, 8 and 9 will be set by the examiner from part–II of the syllabus. The candidates will be required to attempt any two questions. Each question will carry 10 marks. The total weightage of the section shall be 20 marks.

PART–I

Introduction to risk management, mitigating risk via insurance markets, Nature of insurance business, insurance business environment in India, Insurance sector in India.

Life Insurance: Introduction to Life insurance, principles of life insurance. Regulatory framework, Financial planning and life insurance.


Annuities: Understand the concept of annuity – Different types of annuity plans – Advantages and disadvantages of annuity – Annuity Vs Life Insurance –

PART–II


Premium payment, policy lapse and revival: Different types of premium – Different factors considered in calculating premium – Bonus in policies – Different types of bonus in life insurance policies, Premium calculations – Surrender value and non–forfeiture options – Revival of lapsed policies and its types

Suggested Readings:

GROUP–III: INSURANCE
PAPER–II: PRINCIPLES AND PRACTICE OF GENERAL INSURANCE

Time: 3 Hours
Max. Marks: 50

Note: The question paper covering the entire course shall be divided into three sections as follows:

SectionA: It will have question No.1 consisting of 12 very short answer questions from the entire syllabus with answer to each question up to five lines in length. Students will attempt 10 questions. Each question will carry one mark; the total weightage being 10 marks.

SectionB: It will consist of essay type/numerical questions up to five pages in length. Four questions numbering 2, 3, 4 and 5 will be set by the examiner from Part-I of the syllabus. The candidates will be required to attempt any two questions. Each question will carry 10 marks. The total weightage of this section shall be 20 marks.

SectionC: It will consist of essay type/numerical questions with answer to each question up to five pages in length. Four, questions numbering 6, 7, 8 and 9 will be set by the examiner from Part–II of the syllabus. The candidates will be required to attempt any two questions. Each question will carry 10 marks. The total weightage of the section shall be 20 marks.

PART – I


PART – II


Specialised Insurances: Industrial All Risks insurance – Advance Loss of Profits insurance – Oil & Energy
Risks insurance – Satellite insurance.

**Underwriting:** Objectives and approach – Underwriting policy – Reinsurance.

**Rating and Premium:** Classification of risks – Discrimination – Bonus / Malus – Claims cost –acquisition cost – Management expenses – Classification of products – Premium – Short period scales – Failure of consideration – Refund / return of premium – Advance payment of premium,


**Suggested Readings:**

GROUP–III: INSURANCE
PAPER–III: ACCOUNTING FOR INSURERS

Time: 3 Hours Max.Marks: 50

Note: The question paper covering the entire course shall be divided into three sections.

SectionA: It will have question No.1 consisting of 12 very short answer questions from the entire syllabus with answer to each question up to five lines in length. Students will attempt 10 questions. Each question will carry one mark; the total weightage being 10 marks.

SectionB: It will consist of essay type/numerical questions up to five pages in length. Four questions numbering 2, 3, 4 and 5 will be set by the examiner from Part-I of the syllabus. The candidates will be required to attempt any two questions. Each question will carry 10 marks. The total weightage of this section shall be 20 marks.

SectionC: It will consist of essay type/numerical questions with answer to each question up to five pages in length. Four, questions numbering 6, 7, 8 and 9 will be set by the examiner from Part–II of the syllabus. The candidates will be required to attempt any two questions. Each question will carry 10 marks. The total weightage of the section shall be 20 marks.

PART – I


Application of Financial Management Concept in Insurance Industry:

PART – II


Reinsurance: Definition of reinsurance, utility of reinsurance, health insurance and reinsurance models, products supported by reinsurers, white labelling, social reinsurance annual reinsurance programme.

Suggested Readings:
GROUP–III: INSURANCE
PAPER–IV: INSURANCE MARKETING

Time: 3 Hours  Max.Marks: 50

Note: The question paper covering the entire course shall be divided into three sections.

Section A: It will have question No.1 consisting of 12 very short answer questions from the entire syllabus with answer to each question up to five lines in length. Students will attempt 10 questions. Each question will carry one mark; the total weightage being 10 marks.

Section B: It will consist of essay type/numerical questions up to five pages in length. Four questions numbering 2, 3, 4 and 5 will be set by the examiner from Part-I of the syllabus. The candidates will be required to attempt any two questions. Each question will carry 10 marks. The total weightage of this section shall be 20 marks.

Section C: It will consist of essay type/numerical questions with answer to each question up to five pages in length. Four, questions numbering 6, 7, 8 and 9 will be set by the examiner from Part–II of the syllabus. The candidates will be required to attempt any two questions. Each question will carry 10 marks. The total weightage of the section shall be 20 marks.

PART–I


PART–II


Conclusion – Outlook for Life and Health Insurance Market in India, Summary of the Best practices

Suggested Readings:
GROUP-IV: INTERNATIONAL BUSINESS
PAPER–I: MANAGEMENT OF INTERNATIONAL BUSINESS OPERATIONS

Time: 3 Hours Max. Marks: 50

Note: The question paper covering the entire course shall be divided into three sections as follows:

Section A: It will have question No.1 consisting of 12 very short answer questions from the entire syllabus with answer to each question up to five lines in length. Students will attempt 10 questions. Each question will carry one mark; the total weightage being 10 marks.

Section B: It will consist of essay type/numerical questions up to five pages in length. Four questions numbering 2, 3, 4 and 5 will be set by the examiner from Part-I of the syllabus. The candidates will be required to attempt any two questions. Each question will carry 10 marks. The total weightage of this section shall be 20 marks.

Section C: It will consist of essay type/numerical questions with answer to each question up to five pages in length. Four, questions numbering 6, 7, 8 and 9 will be set by the examiner from Part–II of the syllabus. The candidates will be required to attempt any two questions. Each question will carry 10 marks. The total weightage of the section shall be 20 marks.

PART – I

International Business – nature, scope, structure and significance, Emergence of multinational and Transnational corporations, Global business environment – social, cultural, economic, political and ecological factors.

Cultural Contacts of Global Management, Understanding the Role of Culture – Communicating Across Cultures, Cross Cultural Negotiations and Decision Making.

Foreign Market Entry Modes: Direct and Indirect entry modes, choice of entry mode, FDI and collaborative ventures, Managing collaborative ventures, Licensing, Franchising, and other Contracts. Mergers and acquisitions, Indian companies going global.

PART – II

Global Sourcing: Trends towards outsourcing, evolution of global sourcing, benefits and challenges, risks in global sourcing and strategies for minimising risk.

Social Responsibilities and Ethics, MNE Social Responsibilities, Efficiencies, Perspectives, Ethics, Technological Perspective, Foreign Corrupt Practices Act

Competitive Strategy and the International Business Environment. Designing Organizations for International Environments
Suggested Readings:

Note: The question paper covering the entire course shall be divided into three sections as follows:

SectionA: It will have question No.1 consisting of 12 very short answer questions from the entire syllabus with answer to each question up to five lines in length. Students will attempt 10 questions. Each question will carry one mark; the total weightage being 10 marks.

SectionB: It will consist of essay type/numerical questions up to five pages in length. Four questions numbering 2, 3, 4 and 5 will be set by the examiner from Part-I of the syllabus. The candidates will be required to attempt any two questions. Each question will carry 10 marks. The total weightage of this section shall be 20 marks.

SectionC: It will consist of essay type/numerical questions with answer to each question up to five pages in length. Four, questions numbering 6, 7, 8 and 9 will be set by the examiner from Part-II of the syllabus. The candidates will be required to attempt any two questions. Each question will carry 10 marks. The total weightage of the section shall be 20 marks.

PART – I


PART – II

Foreign Exchange Market: Nature of transactions in foreign exchange market and types of players, convertibility of rupee, euro currency market, commercial rates of exchange, exchange rate determination Strategies of international business,

International Investment: Types and significance of foreign investments, factors affecting international investment, growth and dispersion of FDI, cross border mergers and acquisitions, foreign investment in India.

Suggested readings:

GROUP–IV: INTERNATIONAL BUSINESS
PAPER–III: INTERNATIONAL FINANCIAL MANAGEMENT

Time: 3 Hours
Max.Marks: 50

Note: The question paper covering the entire course shall be divided into three sections.

Section A:
It will have question No.1 consisting of 12 very short answer questions from the entire syllabus with an answer to each question up to five lines in length. Students will attempt 10 questions. Each question will carry one mark; the total weightage being 10 marks.

Section B:
It will consist of essay type/numerical questions up to five pages in length. Four questions numbering 2, 3, 4 and 5 will be set by the examiner from Part-I of the syllabus. The candidates will be required to attempt any two questions. Each question will carry 10 marks. The total weightage of this section shall be 20 marks.

Section C:
It will consist of essay type/numerical questions with an answer to each question up to five pages in length. Four, questions numbering 6, 7, 8 and 9 will be set by the examiner from Part–II of the syllabus. The candidates will be required to attempt any two questions. Each question will carry 10 marks. The total weightage of the section shall be 20 marks.

PART – I

Foreign Exchange System: The Internationalization of Business and Finance, Alternatives Exchange Rate System; International Monetary System, The European Monetary System. Foreign Exchange Rate Determination: Introduction To Spot Market And Forward Market; Setting The Equilibrium Spot Exchange Rate; Factors Affecting Currency Value; Bop Approach And Asset Market Approach; Role Of Central Bank In Determination Of Exchange Rates; Parity Conditions In International Finance; Purchasing Power Parity.

Foreign capital budgeting decisions of an MNP: Ascertainment of Cash Outlay and Future Cash Inflows for Parent and Subsidiary, Profitability Analysis of Project for Parent under Different Situation.

PART – II

Country risk analysis: Country Risk Analysis, Measuring And Managing Political Risk, Firms Specific Risk; Country Risk Analysis, Study Of Economic And Political Factors Posing Risk, Country Risk Analysis In International Banking


Risk Hedging– An Introduction; Measuring and Managing Transaction Exposure; Measuring and Managing Operating Exposure.

Foreign Exchange Risk Management; Foreign Exchange Instruments, Currency Futures and Options Market; Interest Rates and Currency Swaps; Interest Rate Forwards and Futures.

Suggested Readings:
GROUP–IV: INTERNATIONAL BUSINESS
PAPER–IV: INTERNATIONAL MARKETING

Time: 3 Hours                                      Max.Marks: 50

Note: The question paper covering the entire course shall be divided into three sections.

SectionA: It will have question No.1 consisting of 12 very short answer questions from the entire syllabus with answer to each question up to five lines in length. Students will attempt 10 questions. Each question will carry one mark; the total weightage being 10 marks.

SectionB: It will consist of essay type/numerical questions up to five pages in length. Four questions numbering 2, 3, 4 and 5 will be set by the examiner from Part-I of the syllabus. The candidates will be required to attempt any two questions. Each question will carry 10 marks. The total weightage of this section shall be 20 marks.

SectionC: It will consist of essay type/numerical questions with answer to each question up to five pages in length. Four, questions numbering 6, 7, 8 and 9 will be set by the examiner from Part–II of the syllabus. The candidates will be required to attempt any two questions. Each question will carry 10 marks. The total weightage of the section shall be 20 marks.

PART – I

Over View of the World Business: Domestic V/s International Marketing; Benefits of Intl. Marketing Trade Theories: Economic Development Barriers to International Marketing; Role of GATT WTO, OSP, etc.,

Global Business Environment, World Marketing Environment, Political/ Legal/ Cultural/ Social/ Psychological dimensions

PART – II


Suggested Readings:
The students will have to select one of the following groups having four papers each, of which Paper I shall be offered in B.Com (Hons.) Semester–III, Paper II in B.Com. (Hons.) Semester–IV, Paper III in B.Com. (Hons.), Semester–V & Paper IV in B.Com. (Hons.) Semester–VI.

Each paper shall carry 50 marks. Total Marks will be 200.

**Group I: Banking**

- Paper I: Banking and Financial System
- Paper II: Electronic Banking and Risk Management
- Paper III: Accounting for bankers
- Paper IV: Bank Marketing

**Group II: Project and production Management**

- Paper I: Production Management
- Paper II: Quality Management
- Paper III: Project Evaluation and Management
- Paper IV: Logistics and Supply Chain Management

**Group III: Insurance**

- Paper I: Principles and Practices of Life Insurance
- Paper II: Principles and Practices of General Insurance
- Paper III: Accounting for Insurers
- Paper IV: Insurance Marketing

**Group IV: International Business**

- Paper I: Management of International Business Operations
- Paper II: India’s Foreign Trade
- Paper III: International Financial Management
- Paper IV: International Marketing
GROUP-I: BANKING
Paper-I: BANKING AND FINANCIAL SYSTEM

Time: 3 Hours
Max. Marks : 50

Instructions for the Paper Setters:-
Eight questions of equal marks (Specified in the syllabus) are to be set, two in each of the four Sections (A-D). Questions may be subdivided into parts (not exceeding four). Candidates are required to attempt five questions, selecting at least one question from each Section. The fifth question may be attempted from any Section.

Section-A

Section-B
Banker–Customer relations – Know your Customer (KYC) guidelines – Different Deposit Products – services rendered by Banks, Ancillary Services: Remittances, Safe Deposit lockers etc – Mandate and Power of attorney.

Section-C
Principles of Lending – various credit Products / Facilities – working capital and term loans – Credit Appraisal Techniques – Approach to lending; – credit management – credit monitoring – Different types of documents; Documentation Procedures; Securities – Different modes of charging – types of collaterals and their characteristics.

Section-D

Suggested Readings:
GROUP-I: BANKING

PAPER II: ELECTRONIC BANKING AND RISK MANAGEMENT

Time: 3 Hours Max. Marks :50

Instructions for the Paper Setters:-

Eight questions of equal marks (Specified in the syllabus) are to be set, two in each of the four Sections (A-D). Questions may be subdivided into parts (not exceeding four). Candidates are required to attempt five questions, selecting at least one question from each Section. The fifth question may be attempted from any Section.

Section-A

Electronic Banking – Core Banking –Electronic products On line Banking – Facilities provided and Security Issues, Cheque Truncation, Microfiche, Phone and Mobile Banking

Electronic Funds Transfer Systems – plain messages (Telex or Data Communication) – Structured messages (SWIFT, etc...) – RTGS

Section-B

Information Technology – Current trends – Banknet, RBI net, Datanet, Nicnet, I–net, Internet, E–mail, etc.–Role and uses of technology up gradation – Global developments in Banking Technology Impact of Technology on Banks – Effect on Customers and Service Quality.

Section-C

Risk Management: Types of risks in banks, Risk Management Frame work in Banks: Enterprise–wide Risk Management in Banks; Elements of Risk Management Frame work; Systematic Risk Management in Banks.

Section-D


Different Measures of measuring Risks; risk management – process and techniques for assessment and management.

Asset– liability management in banks, Role of RBI

Suggested Readings:

GROUP-I: BANKING

PAPER-III: ACCOUNTING FOR BANKERS

Time: 3 Hours
Max. Marks : 50

Instructions for the Paper Setters:

Eight questions of equal marks (Specified in the syllabus) are to be set, two in each of the four Sections (A-D). Questions may be subdivided into parts (not exceeding four). Candidates are required to attempt five questions, selecting at least one question from each Section. The fifth question may be attempted from any Section.

Section-A
Basics of Business Mathematics—Calculation of Simple Interest and Compound Interest – Fixed and Floating Interest Rates – Calculation of EMIs – Calculation of front end and back end interest – Calculation of Annuities – Calculation of provisions for NPA and risk weights for Basel II – Interest calculation using products/balances
Capital Budgeting – Discounted cash flow – net present value – pay back methods
Depreciation – different types – methods of calculation

Section-B

Section-C
Accounting for NPA / Provisioning / Suit Filed Accounts.
Preparation of Final Accounts – Final Accounts of Banking Companies.
Disclosure requirements.

Section-D
Other Accounts—Company accounts – classes of Share Capital – issue/ forfeiture of Shares – issue of Bonus Shares.

Suggested Readings:
GROUP–I: BANKING
PAPER–IV: BANK MARKETING

Time: 3 Hours
Max. Marks : 50

Instructions for the Paper Setters:-
Eight questions of equal marks (Specified in the syllabus) are to be set, two in each of the four Sections (A-D). Questions may be subdivided into parts (not exceeding four). Candidates are required to attempt five questions, selecting at least one question from each Section. The fifth question may be attempted from any Section.

Section-A

Section-B

Section-C
Bank’s product strategy–Core, Value Added, Fundamental and Augmented Products, Product Item and Product Line, Difference between product and service, The concept of Product/Service Delivery in Banking, Pricing Strategies and its applications in banking—Elasticity of demand, Break Even Analysis, Different types of products and key variables.

Section-D

Suggested Readings:
3. Reidenbach, R. Eric and Pitts, Robert E, “Effective bank marketing: issues, Techniques
GROUP–II: PROJECT AND PRODUCTION MANAGEMENT
PAPER–I: PRODUCTION MANAGEMENT

Time: 3 Hours
Max. Marks :50

Instructions for the Paper Setters:-
Eight questions of equal marks (Specified in the syllabus) are to be set, two in each of the four Sections (A-D). Questions may be subdivided into parts (not exceeding four). Candidates are required to attempt five questions, selecting at least one question from each Section. The fifth question may be attempted from any Section.

Section-A
Introduction of production and operational management, Demand forecasting, productivity concepts and measurement. New product /service development.

Section-B
Production processes, service operations. Design of production system
Facility location and facility layout Capacity planning and management
Design of work systems

Section-C
Production planning and control Production scheduling sequencing, network analysis.
Material management – material planning and control, Purchase management, Store Management.

Section-D
Inventory Management – Fundamentals, Inventory Cost, Inventory Control Systems, Use of IT.
Supply Chain Management and Enterprise Resource Planning
Maintenance Management, Management of safety in a factory.

Suggested Readings:

GROUP–II: PROJECT AND PRODUCTION MANAGEMENT
PAPER–II: QUALITY MANAGEMENT

Instructions for the Paper Setters:-
Eight questions of equal marks (Specified in the syllabus) are to be set, two in each of the four Sections (A-D). Questions may be subdivided into parts (not exceeding four). Candidates are required to attempt five questions, selecting at least one question from each Section. The fifth question may be attempted from any Section.

Section-A

Section-B
Quality systems – fundamentals, organizing and implementation of quality systems Tools and techniques of quality management

Section-C
Quality Function Deployment, QFD example.
Total Quality Management perspective, methodologies and procedures; Roadmap to TQM, ISO 9000, KAIZEN, Quality Circles, Quality Models for organizational excellence.
Benchmarking, Taguchi method, Pareto Analysis, Pokka Yoke (Mistake Proofing).

Section-D
Other Factors in Quality: Human Factors such as attitude and errors. Material–Quality, Quality circles, Quality in sales & service.
Information technology and Quality management

Suggested Readings:
GROUP–II: PROJECT AND PRODUCTION MANAGEMENT  
PAPE–III: PROJECT EVALUATION AND MANAGEMENT

Time: 3 Hours  
Max. Marks :50

Instructions for the Paper Setters:-  
Eight questions of equal marks (Specified in the syllabus) are to be set, two in each of the four Sections (A-D). Questions may be subdivided into parts (not exceeding four). Candidates are required to attempt five questions, selecting at least one question from each Section. The fifth question may be attempted from any Section.

Section-A

Project Identification Analysis: Socio–economic Consideration in Project Formulation; Social Infrastructure Projects for Sustainable Development; Investment Opportunities; Project Screening and Presentation of Projects of Decision Making; Expansion of Capacity; Diversification.

Market and Technical Analysis: Market and Demand Analysis – Market Survey, Demand Forecasting, Uncertainties in Demand Forecasting;

Section-B

Technical Analysis–Product Mix, Plant Capacity, Materials and Inputs, Machinery and Equipment.

Project Costing and Finance: Cost of project; Cost of production; Break even Analysis; Means of Financing Project; Tax Aspects in Project Finance; Role of Financial Institution in Project Finance.

Section-C

Project Appraisal: Time Value of Money; Project Appraisal Techniques – Playback Period, Accounting Rate of Return, Net Present Value, Internal Rate of Return, Benefit Cost Ratio; Social Cost Benefit Analysis; Effective Rate of Protection.

Risk Analysis: Measures of Risk; Sensitivity Analysis; Stimulation Analysis; Decision Tree Analysis.

Section-D

Project Scheduling/Network Techniques in Project Management: CPM and PERT Analysis; Float times; Crashing of Activities; Contraction of Network for Cost Optimization, Updating; Cost Analysis of Resources Allocation. Basic knowledge of the leading softwares for Project Planning and Analysis.

Suggested Readings:

B.COM (PASS & HONS.) (SEMESTER-VI)

(For Candidates admitted in Semester-I from Session 2018-19 the Syllabus division is Section A-D)

GROUP–II: PROJECT AND PRODUCTION MANAGEMENT
PAPER–IV: LOGISTICS AND SUPPLY CHAIN MANAGEMENT

Time: 3 Hours  
Max. Marks :50

Instructions for the Paper Setters:-
Eight questions of equal marks (Specified in the syllabus) are to be set, two in each of the four Sections (A-D). Questions may be subdivided into parts (not exceeding four). Candidates are required to attempt five questions, selecting at least one question from each Section. The fifth question may be attempted from any Section.

Section-A
Logistics Management: Definition of logistics and the concepts of logistics. Logistics Activities: Functions of the logistics system – transportation, warehousing, order processing, information handling and procurement. Materials Management: Materials management functions and control, inventory management in logistics system, inventory decision–making, MRP, MRP II systems, multi–echelons.

Section-B

Section-C
Definition of Supply Chain Management (SCM); Scope & Importance of Supply Chain Management; Key drivers Of the SCM; Features of Supply Chain Management; Supply Chain Network – 1st Tier, 2nd Tier Suppliers and Customers; Customer Service Dimension (Seven “R” Principles, Service after sale, Customer delight)

Section-D
Inventory Control, Planning & Managing Inventories; Warehouse Management (Receipt, issue, storage and preservation, stock verification, In bound and out bound distribution operations); Order Management; Competitive advantage through logistics and supply chain management; Responsive Supply Chain.

Suggested Readings:
GROUP–III: INSURANCE

PAPER–I: PRINCIPLES AND PRACTICE OF LIFE INSURANCE

Time: 3 Hours
Max. Marks : 50

Instructions for the Paper Setters:-
Eight questions of equal marks (Specified in the syllabus) are to be set, two in each of the four Sections (A-D). Questions may be subdivided into parts (not exceeding four). Candidates are required to attempt five questions, selecting at least one question from each Section. The fifth question may be attempted from any Section.

Section-A
Introduction to risk management, mitigating risk via insurance markets, Nature of insurance business, insurance business environment in India, Insurance sector in India.

Life Insurance: Introduction to Life insurance, principles of life insurance. Regulatory framework, Financial planning and life insurance.


Section-B

Annuities: Understand the concept of annuity – Different types of annuity plans – Advantages and disadvantages of annuity – Annuity Vs Life Insurance.

Section-C

Premium payment, policy lapse and revival: Different types of premium – Different factors considered in calculating premium – Bonus in policies – Different types of bonus in life insurance policies, Premium calculations – Surrender value and non–forfeiture options – Revival of lapsed policies and its types.

Section-D
Suggested Readings:

GROUP-III: INSURANCE
PAPER-II: PRINCIPLES AND PRACTICE OF GENERAL INSURANCE

Time: 3 Hours
Max. Marks : 50

Instructions for the Paper Setters:
Eight questions of equal marks (Specified in the syllabus) are to be set, two in each of the four Sections (A-D). Questions may be subdivided into parts (not exceeding four). Candidates are required to attempt five questions, selecting at least one question from each Section. The fifth question may be attempted from any Section.

Section-A


Section-B

Section-C

(For Candidates admitted in Semester-I from Session 2018-19 the Syllabus division is Section A-D)

Section-D

**Underwriting:** Objectives and approach – Underwriting policy – Reinsurance.

**Rating and Premium:** Classification of risks – Discrimination – Bonus / Malus – Claims cost – acquisition cost – Management expenses – Classification of products – Premium – Short period scales – Failure of consideration – Refund / return of premium – Advance payment of premium,


**Suggested Readings:**


GROUP–III: INSURANCE
PAPER–III: ACCOUNTING FOR INSURERS

Time: 3 Hours
Max. Marks : 50

Instructions for the Paper Setters:-
Eight questions of equal marks (Specified in the syllabus) are to be set, two in each of the four Sections (A-D). Questions may be subdivided into parts (not exceeding four). Candidates are required to attempt five questions, selecting at least one question from each Section. The fifth question may be attempted from any Section.

Section-A

Section-B
Application of Financial Management Concept in Insurance Industry:

Section-C

Section-D
Reinsurance: Definition of reinsurance, utility of reinsurance, health insurance and reinsurance models, products supported by reinsurers, white labelling, social reinsurance annual reinsurance programme.

Suggested Readings:
GROUP–III: INSURANCE
PAPER–IV: INSURANCE MARKETING

Time: 3 Hours
Max. Marks : 50

Instructions for the Paper Setters:
Eight questions of equal marks (Specified in the syllabus) are to be set, two in each of the four Sections (A-D). Questions may be subdivided into parts (not exceeding four). Candidates are required to attempt five questions, selecting at least one question from each Section. The fifth question may be attempted from any Section.

Section-A

Section-B

Section-C

Section-D
Distribution Channels, Communication Strategy.
Outlook for Life and Health Insurance Market in India , Summary of the Best practices.

Suggested Readings:
GROUP-IV: INTERNATIONAL BUSINESS

PAPER–I: MANAGEMENT OF INTERNATIONAL BUSINESS OPERATIONS

Time: 3 Hours  Max. Marks :50

Instructions for the Paper Setters:-
Eight questions of equal marks (Specified in the syllabus) are to be set, two in each of the four Sections (A-D). Questions may be subdivided into parts (not exceeding four). Candidates are required to attempt five questions, selecting at least one question from each Section. The fifth question may be attempted from any Section.

Section-A
International Business – nature, scope, structure and significance, Emergence of multinational and Transnational corporations, Global business environment – social, cultural, economic, political and ecological factors.
Cultural Contacts of Global Management, Understanding the Role of Culture – Communicating Across Cultures, Cross Cultural Negotiations and Decision Making.

Section-B
Foreign Market Entry Modes: Direct and Indirect entry modes, choice of entry mode, FDI and collaborative ventures, Managing collaborative ventures, Licensing, Franchising, and other Contracts.
Mergers and acquisitions, Indian companies going global.

Section-C
Global Sourcing: Trends towards outsourcing, evolution of global sourcing, benefits and challenges, risks in global sourcing and strategies for mini missing risk.
Social Responsibilities and Ethics, MNE Social Responsibilities, Efficiencies.

Section-D
Perspectives, Ethics, Technological Perspective, Foreign Corrupt Practices Act
Competitive Strategy and the International Business Environment. Designing Organizations for International Environments
Suggested Readings:

GROUP-IV: INTERNATIONAL BUSINESS
PAPER-II: INDIA’s FOREIGN TRADE

Time: 3 Hours
Max. Marks :50

Instructions for the Paper Setters:-
Eight questions of equal marks (Specified in the syllabus) are to be set, two in each of the four Sections (A-D). Questions may be subdivided into parts (not exceeding four). Candidates are required to attempt five questions, selecting at least one question from each Section. The fifth question may be attempted from any Section.

Section-A

Foreign Trade, Instruments of foreign trade, Import/export control, Exchange control in India, import finance (documentary credit), export financing, Regulatory framework for export/ import operations. Export promotion incentives, import/export guarantees, Foreign remittances, technology transfer.

Section-B


Section-C

Foreign Exchange Market: Nature of transactions in foreign exchange market and types of players, convertibility of rupee, euro currency market, commercial rates of exchange, exchange rate determination Strategies of international business,

Section-D

International Investment: Types and significance of foreign investments, factors affecting international investment, growth and dispersion of FDI, cross border mergers and acquisitions, foreign investment in India,

Suggested readings:

GROUP-IV: INTERNATIONAL BUSINESS
PAPER-III: INTERNATIONAL FINANCIAL MANAGEMENT

Time: 3 Hours  Max. Marks :50

Instructions for the Paper Setters:-
Eight questions of equal marks (Specified in the syllabus) are to be set, two in each of the four
Sections (A-D). Questions may be subdivided into parts (not exceeding four). Candidates are
required to attempt five questions, selecting at least one question from each Section. The fifth
question may be attempted from any Section.

Section-A
Foreign Exchange System: The Internationalization of Business and Finance, Alternatives
Exchange Rate System; International Monetary System, The European Monetary System.
Foreign Exchange Rate Determination: Introduction To Spot Market And Forward Market;
Setting The Equilibrium Spot Exchange Rate; Factors Affecting Currency Value; Bop Approach
And Asset Market Approach; Role Of Central Bank In Determination Of Exchange Rates.

Section-B
Parity Conditions In International Finance; Purchasing Power Parity.
Foreign capital budgeting decisions of an MNP: Ascertainment of Cash Outlay and Future
Cash Inflows for Parent and Subsidiary, Profitability Analysis of Project for Parent under
Different Situation.

Section-C
Country risk analysis: Country Risk Analysis, Measuring And Managing Political Risk, Firms
Specific Risk; Country Risk Analysis, Study Of Economic And Political Factors Posing Risk,
Country Risk Analysis In International Banking
Measuring and Managing Various Exposures: Alternative Measures of Foreign Exchange
Exposure.

Section-D
Risk Hedging– An Introduction; Measuring and Managing Transaction Exposure; Measuring
and Managing Operating Exposure.
Foreign Exchange Risk Management; Foreign Exchange Instruments, Currency Futures and
Options Market; Interest Rates and Currency Swaps; Interest Rate Forwards and Futures.

Suggested Readings:
1. Shapiro, Allan C “Multinational Financial Management”, 2003, John Wiley and Sons,
    Singapore.
    India.
GROUP–IV: INTERNATIONAL BUSINESS
PAPER–IV: INTERNATIONAL MARKETING

Time: 3 Hours Max. Marks :50

Instructions for the Paper Setters:-
Eight questions of equal marks (Specified in the syllabus) are to be set, two in each of the four Sections (A-D). Questions may be subdivided into parts (not exceeding four). Candidates are required to attempt five questions, selecting at least one question from each Section. The fifth question may be attempted from any Section.

Section-A


Section-B

Role of GATT WTO, OSP, etc.

Global Business Environment, World Marketing Environment, Political/ Legal/ Cultural/ Social/ Psychological dimensions.

Section-C


Section-D


Suggested Readings: