



**Appendix – ‘E’ to Item No. ‘B-5’**  
**SRI VENKATESWARA UNIVERSITY, TIRUPATI**  
**SVU COLLEGE OF COMMERCE, MANAGEMENT**  
**AND COMPUTER SCIENCE**

**MASTER OF COMMERCE**

**P.G. Degree Programme (CBCS) Regulations-2016**  
**(With effect from the batch admitted in the academic year 2016-17)**

**CHOICE-BASED CREDIT SYSTEM (CBCS)**

**1. Preamble:**

P.G Degree Programme is of two academic years with each academic year being divided into two consecutive (one odd + one even) semesters.

Choice-Based Credit System (CBCS) is a flexible system of learning and provides choice for students to select from the prescribed elective courses. A course defines learning objectives and learning outcomes and comprises of lectures/tutorials/laboratory work/field work/project work/viva/seminars/ assignments/ presentations/ self-study etc. or a combination of some of these.

Under the CBCS, the requirement for awarding a degree is prescribed in terms of number of credits to be completed by the students.

**The CBCS permits students to:**

- i. Choose electives from a wide range of courses offered by the Departments of the College/University.
- ii. Opt for additional courses of interest
- iii. adopt an inter-disciplinary approach in learning
- iv. make the best use of expertise of the available faculty

**2. Minimum Qualification:**

Minimum qualification for seeking admission into a specialization of P.G Degree Programme is U.G Degree, with at least 40% marks for general and pass marks for SC/ST in aggregate, awarded by Sri Venkateswara University (SVU) in the appropriate Branch of learning or any other equivalent examination recognized by other Higher Education Institution and Universities.

**3. Branches of Study:**

The Branches of study in PG Degree Programme are:

S. No.	Name of the Department
<b>COMMERCE</b>	
1	M.Com - Regular
2	M.Com - Accounting & Finance
3	M.Com- Financial Management

**4. Programme Duration:**

4.1 Minimum duration of the full-time P.G Programme is two consecutive academic years i.e. four semesters and maximum period is four academic years.

4.2 **Semester:**

Generally, each semester shall consist of 90 actual instruction days including the sessional test days. However, instructional days may be reduced up to 72, when necessary, with increased instructional hours per course per week.

5. **Credits:**

Credit defines the quantum of contents/syllabus prescribed for a course and determines the number of instruction hours per week. The norms for assigning credits to a course for a duration of one semester shall be as follows:

- i One credit for every one hour of lecture/tutorial per week
- ii One credit for every two hours of practical work/seminar per week
- iii 4 credits in a semester for project work.

6. **Classification of Courses:**

The courses of each specialization of study are classified into Core Courses and Elective Courses and Foundation courses. It is mandatory for a student to complete successfully all the Core and Elective courses pertaining to his/her of specialization of study.

**Semester-I**

Sl.no	Components of Study	Title of the Course		Credit Hrs / Week	No. of Credit	IA Marks	Sem End Exam Marks	Total
1.	<b>Core</b>	1	Mandatory	6	4	20	80	100
2.		2		6	4	20	80	100
3.		3		6	4	20	80	100
4.		4		6	4	20	80	100
5.	<b>Compulsory Foundation</b>	5a	Opt- 1	6	4	20	80	100
		5b						
		5c						
6.	<b>Elective Foundation</b>	6a	Opt- 1	6	4	20	80	100
		6b						
<b>Total</b>				<b>36</b>	<b>24</b>	<b>120</b>	<b>480</b>	<b>600</b>

\*All CORE Papers are Mandatory

- Compulsory Foundation - Choose one paper
- Elective Foundation - Choose one paper.
- Interested students may register for MOOC with the approval of the concerned DDC but it will be considered for the award of the grade as open elective only giving extra credits.

**Semester-II**

Sl.no	Components of Study	Title of the Course		Credit Hrs / Week	No. of Credit	IA Marks	Sem End Exam Marks	Total
1.	<b>Core</b>	1	Mandatory	6	4	20	80	100
2.		2		6	4	20	80	100
3.		3		6	4	20	80	100
4.		4		6	4	20	80	100
5.	<b>Compulsory Foundation</b>	5a	Opt-1	6	4	20	80	100
		5b						
		5c						
6.	<b>Elective Foundation</b>	6a	Opt-1	6	4	20	80	100
		6b						
<b>Total</b>				<b>36</b>	<b>24</b>	<b>120</b>	<b>480</b>	<b>600</b>

**\*All CORE Papers are Mandatory**

- **Compulsory Foundation - Choose one paper**
- **Elective Foundation - Choose one paper.**
- **Interested students may register for MOOC with the approval of the concerned DDC but it will be considered for the award of the grade as open elective only giving extra credits.**

**Semester-III**

Sl.no	Components of Study	Title of the Course		Credit Hrs / Week	No. of Credit	IA Marks	Sem End Exam Marks	Total
1.	<b>Core</b>	1	Mandatory	6	4	20	80	100
2.		2		6	4	20	80	100
3.		3		6	4	20	80	100
4.	<b>Generic Elective</b>	4a	Opt-2	6	4	20	80	100
		4b		6	4	20	80	100
		4c		6	4	20	80	100
		4d		6	4	20	80	100
5.	<b>Open Elective</b>	5a	Opt- 1	6	4	20	80	100
		5b						
		5c						
<b>Total</b>				<b>36</b>	<b>24</b>	<b>120</b>	<b>480</b>	<b>600</b>

**\* All CORE Papers are Mandatory**

- **Generic Elective - Choose two**
- **Open Electives are for the Students of other Departments. Minimum One Paper should be opted. Extra credits may be earned by opting for more number of open electives depending on the interest of the student through self study.**
- **Interested students may register for MOOC with the approval of the concerned DDC.**

**Semester-IV**

Sl.no	Components of Study	Title of the Course		Credit Hrs / Week	No. of Credit	IA Marks	Sem End Exam Marks	Total
1.	<b>Core</b>	1	Mandatory	6	4	20	80	100
2.		2		6	4	20	80	100
3.		3		6	4	20	80	100
4.	<b>Generic Elective</b>	4a	Opt-2	6	4	20	80	100
		4b		6	4	20	80	100
		4c		6	4	20	80	100
		4d		6	4	20	80	100
5.	<b>Open Elective</b>	5a	Opt- 1	6	4	20	80	100
		5b						
		5c						
<b>Total</b>				<b>36</b>	<b>24</b>	<b>120</b>	<b>480</b>	<b>600</b>

**\* All CORE Papers are Mandatory**

- **Generic Elective - Choose two**
- **Open Electives are for the Students of other Departments. Minimum One Paper should be opted. Extra credits may be earned by opting for more number of open electives depending on the interest of the student through self study.**
- **Interested students may register for MOOC with the approval of the concerned DDC.**

### 6.1 **Core Course:-**

There may be a core course in every semester. This is the course which is to be compulsorily studied by a student as a core requirement to complete the requirement of a programme in a said discipline of study.

### 6.2 **Elective Course:-**

Elective course is a course which can be chosen from a pool of papers. It may be :

- Supportive to the discipline of study
- Provide a expanded scope
- Enable an exposure to some other discipline/domain
- Nurture student's proficiency/skill.

6.2.1. An elective may be "Generic Elective" focusing on those courses which add generic proficiency to the students. These electives shall be "Discipline centric". Three or Four papers may be offered, of which Two may be chosen.

6.2.2 An elective may be "Open Elective" and shall be offered for other Disciplines only. Atleast one paper must be chosen for study as mandatory. More than one paper may be studied through self study.

### 6.3 **Foundation Course:-**

The Foundation Courses may be of two kinds: Compulsory Foundation and Elective foundation, "Compulsory Foundation" courses are the courses based upon the content that leads to Knowledge enhancement. They are mandatory for all discipline. Elective Foundation courses are value-based and are aimed at man-making education.

### 6.4 **MOOCS and e-Learning:**

Discipline centric elective course through MOOCS (Massive Open Online Course) platform. Students of I, II and/or III semesters can register for the courses/offered by authorized Institutions/Agencies through online with the approval of the DDC concerned. The certificate issued by the Institutions/Agencies after successful completion of the course will be considered for the award of the Grade to that course in open electives category only.

Further, 30-40% of the syllabus of any one course in I, II and III semesters may be taught through e-Learning.

## 7 **Course Registration:**

Every student has to register for the set of Courses offered by the Department in that Semester including those of Open Elective course of the other Departments and MOOCS courses with the total number of their Credits being limited by considering the permissible weekly contact hours (typically: 36/Week).

## 8 **Credits Required for Award of Degree:**

A student shall become eligible for the award of P.G degree, if he/she earns a minimum of 96 credits by passing all the core and electives along with practicals, seminars, comprehensive viva-voce prescribed for the programme.

- 8.1 It is mandatory for a student to complete successfully all the core courses pertaining to his/her specialization of study.
- 8.2 A student may choose Generic Electives from the list of elective courses offered from his/her specialization of study.
- 8.3 Further, a student may select from a list of Elective courses from other Departments as Open Electives to "suit the required" number of credits, such that the total credits is atleast 96.
- 8.4 There should be a register maintained by the Head of the Department indicating for each student, the course (s) registered by the student within the department, so that "Generic Electives" opted by the student are indicated.
- 8.5 In the case of Open Elective, the Head of the Department should prepare a statement /register indicating the courses choosen/ opted by the students of the department in other departments.

- 8.6 The Head of the Department should send the list of registered papers (opted by the students) to the principal with a copy to the controller of examinations immediately with in a week of commencement of each semester.
- 8.7 A copy of the courses registered by the students in each semester approved by the Principal shall be sent to the Academic Branch as well as Examination Branch.
- 8.8 The list of students registered for Mooc's shall be furnished giving details of the programme with a copy to the Principle and Controller of Examinations.
- 8.9 A model of Registers to be maintained by the Head of the Department is given in the Annexure. It is mandatory on the part of the Head of the Department to maintain Register for each UG/PG Course separately.

9. **Scheme of Instruction :**

The Board of Studies (BOS) of each specialization shall formulate the scheme of instruction and detailed syllabi. For every course learning objectives and learning outcomes should be defined. While formulating the scheme of instruction, the BOS shall facilitate to offer the minimum number of credits for the entire Programme. The syllabi of theory courses shall be organized into four / five units of equal weight. The question paper for the Semester end University Examination in theory course shall consist of four / five units, two questions from each unit of syllabus carrying a total of 60 marks. There shall be short answer questions for a total of 20 marks.

- 9.1 Part A contains of 20 marks with two short question from each unit out of which the student has to answer five questions with each question carrying 4 marks with a total of 20marks.

Examination in theory shall consist of five units in each paper, two questions from each unit of syllabus out of which a student shall answer one question carrying 12 marks for each question with a total of 60 marks.

In case of any course / programme having practicals out of the total 80 marks, the theory shall consist of 50 marks and practicals 30 marks. Out of the total theory marks of 50, section A carries 10 marks and Section B 40 marks. Section A contains 8 short questions out of which 5 should be answered, each question carrying 2 marks.

In Section B, out of 10 questions 5 are to be answered with internal choice each question carrying 8 marks.

10. **Course Numbering Scheme:**

Each course is denoted by an alphanumeric as detailed below:

S. No	Name of the Course	Course Code
<b>COMMERCE</b>		
1	M.Com - Regular	<b>M.Com (R)</b>
2	M.Com - Accounting & Finance	<b>M.Com (A&amp;F)</b>
3	M.Com- Financial Management	<b>M.Com (FM)</b>

11. **Evaluation :**

- 11.1 Evaluation shall be done on a continuous basis i.e. through Continuous Internal Evaluation (CIE) in the Semester and Semester End Examination (SEE). For each theory course, there shall be two internal tests of two hours duration carrying 20 marks each and one Semester end Examination of 3 hours duration carrying 80 marks. Internal marks for a maximum of 20 shall be awarded based on the average performance of the two internal tests.

- 11.2 The first internal test shall be held immediately after the completion of 50% of the instruction days covering 50% of the syllabus. The second internal test shall be held immediately after the completion of 90 instruction days covering the remaining 50% of the syllabus.
- 11.3 It is mandatory for a student to attend both the internal tests in each theory course. The weighted average of the marks secured in two tests is awarded as sessional marks. However, 0.8 shall be assigned as weight for the best performance of the two tests whereas for the other test it shall be 0.2. If a student is absent for any of the internal test for whatsoever reason, the marks for that test shall be zero.
- 11.4 The students shall verify the valuation of answer scripts of sessional tests and sign on the same after verification.
- 11.5 The valuation and verification of answer scripts of Sessional Tests shall be completed within a week after the conduct of the internal tests. The answer scripts shall be maintained in the dept until the semester end results are announced.
- 11.6 The valuation of Semester end Examination answer scripts shall be arranged by the Controller of Examinations as per the University procedures in vogue.
- 11.7 **Evaluation of Practicals:**  
For each practical course, the sessional marks for a maximum of 100 shall be awarded by the teacher based on continuous assessment of practical work. The Semester end University practical Examinations carrying 100 marks shall be conducted by i) Internal examiners and ii) external examiner permitted by the BoS of the Department a panel submitted to the Controller of Examinations.
12. **Project Work :**
- 12.1 The work shall be carried out in the concerned department of the student or in any recognized Educational Institutions of Higher learning / Universities / Industry / Organization as approved by the DDC. The student shall submit the outcome of the project work in the form of a report.
- 12.2 The project work shall be evaluated at the end of the IV semester with 70 marks for the report and 30 marks for the Viva Voice with a maximum of a 100 marks.
13. **Grading and Grade Points:**  
**Grade Point:** It is a numerical weight allotted to each letter grade on a 10-point scale  
**Letter Grade:** It is an index of the performance of students in a said course. Grades are denoted by letters O, A+, A, B+, B, C, P and F.  
**Semester Grade Point Average (SGPA):** It is a measure of performance of work done in a semester. It is the ratio of total credit points secured by a student in the courses registered in a semester and a total course credits taken during that semester. It shall be given up to two decimal places.
- $$\text{SGPA (Si)} = \frac{\sum(C_i \times G_i)}{\sum C_i}$$
- Where  $C_i$  is the number of credits of the  $i$ th course and  $G_i$  is the grade point scored by the student in the  $i$ th course.
- The CGPA is also calculated in the same manner taking into account all the courses undergone by a student over all the semesters of a programme, i.e.

**Cumulative Grade Point Average (CGPA):** It is a measure of overall cumulative performance of a student over all semesters. The CGPA is the ratio of total credit points secured by a student in the courses in all semesters and the sum of the total credits of all courses in all the semesters. It is given up to two decimal places.

$$\text{CGPA} = \frac{\sum(C_i \times S_i)}{\sum C_i}$$

Where  $S_i$  is the SGPA of the  $i$ th semester and  $C_i$  is the total number of credits in that semester.

The SGPA and CGPA shall be rounded off to two decimal points and reported in the transcripts.

### **Letter Grades and Grade Points:**

A 10-point grading system with the following letter grades is to be followed.

#### **Grades and Grade Points**

<b>Marks</b>	<b>Grade Point</b>	<b>Letter Grade</b>
75-100	7.5-10	O (Outstanding)
65-74	6.5-7.4	A+ (First)
60-64	6.0-6.4	A (First)
55-59	5.5-5.9	B+ (Second)
50-54	5.0-5.4	B (Second)
40-49	4.0-4.9	C (Third)
00-39	0.0-3.9	F (Fail)

A student obtaining Grade F shall be considered failed and will be required to reappear in the examination.

- 13.1 In each Semester, every student who satisfies the attendance requirements should register for examination, failing which he/she shall not be promoted to the next semester. Any such student who has not registered for examination in a semester shall repeat that semester in the next academic year after obtaining the proceedings of the Principal.
- 13.2 To pass a course in PG Programme, a student has to secure the minimum grade of (P) in the PG Semester end Examination. A student obtaining Grade F shall be considered failed and will be required to reappear in the examination as supplementary candidate.
- 13.3 A student is eligible to improve the marks in a paper in which he has already passed, in with 4 years from the year of admission as and when it is conducted for the subsequent batches. This provision shall not be provided once the candidate is awarded Degree.
- 13.4 A student who has failed in a course can reappear for the Semester end Examination as and when it is held in the normal course. The Sessional Marks obtained by the student will be carried over for declaring the result.

- 13.5 Whenever the syllabus is revised for a course, the semester Examination shall be held in old syllabus three times. Thereafter, the students who failed in that course shall take the semester end Examination in the revised syllabus.
14. **Award of Degree :**
- A student who has earned a minimum of 96 credits by passing in all the core courses and the minimum number of electives prescribed shall be declared to have passed the course work and shall become eligible for the award of degree.
- 14.1 A student who has earned extra credits shall be issued a separate certificate to that effect mentioning the subject and grade.
15. **Ranking and Award of Prizes / Medals :**
- 15.1 Ranks shall be awarded in each branch of study on the basis of Cumulative Grade Point Average (CGPA) for top ten percent of the students or top three students whichever is higher.
- 15.2 The students who have become eligible for the award of PG degree by passing all the four semester regularly without break, shall only be considered for the award of ranks.
- 15.3 Award of prizes, scholarships and other honours shall be according to the rank secured by the student as said above and in conformity with the desire of the Donor.
16. **Attendance Requirements:**
- 16.1 A student is required to complete the Programme of Study satisfying the attendance requirements in all the semesters within twice the prescribed period of study i.e. 4 academic years from the year of admission failing which he/she forfeits his/her seat.
- 16.2 A student shall repeat the semester if he/she fails to satisfy the attendance requirements given below:
- i A student shall attend at least 60 percent of the maximum hours of instruction taken by the teacher for each course.
  - ii A student shall attend at least 75 percent of the maximum hours of instruction taken for all the courses put together in that semester.
- 16.3 The Principal shall condone the shortage of attendance of a student provided; the student satisfies the clause 16.2 and obtain atleast 60% of overall attendance in a semester on medical grounds only.
- 16.4 A student who fails to satisfy the attendance requirements specified in clause 16.2 shall repeat that semester in the subsequent academic years with the written permission of the Principal.
- 16.5 A student shall not be permitted to study any semester more than two times during the Programme of his/her study.
- 16.6 A student who satisfies the attendance requirements specified in clause 16.2 in any semester may be permitted to repeat that semester after canceling the previous attendance and sessional marks of that semester with the written permission of the Principal. However, this facility shall be extended to any student not exceeding twice during the entire Programme of study provided the stipulation in clause 16.1 is met.



17. **Conditions of Promotion:**

A student shall be eligible for promotion to the next semester provided, if he/she satisfies the attendance requirements in the immediately preceding semester as specified in clause 16. The Principle of the concerned college will furnish the promotion list to the HOD at the beginning of II, III & IV Semesters.

18. **Transitory Regulations:**

18.1 A student who has been repeated in the previous regulations for not satisfying the attendance requirements shall be permitted to join in these regulations provided the clauses 16.1 and 16.4 hold good.

18.2 Semester end University Examinations under the regulations that immediately precede these regulations shall be conducted two times after the conduct of last regular examination under those regulations.

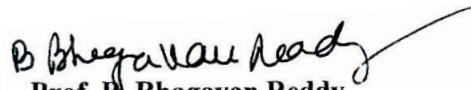
18.3 The students who satisfy the attendance requirements under the regulations that immediately precede these regulations, but do not pass the courses shall appear for the Semester end University Examinations in equivalent courses under these regulations as specified by the BOS concerned.

19 **Grievance Redressal Committee**

The Principal of the concerned college shall constitute a Grievance Redressal Committee by nominating three Professors from among the faculty of the college with the Vice – Principal of the college as Convenor and Chairperson for a period of two years. The Convener of the committee, one among the three, shall receive the complaints from the students regarding the valuation of sessional tests and place the same before the Committee for its consideration. The committee shall submit its recommendations to the Principal for consideration.

20. **Amendment to the Regulations:**

Sri Venkateswara University reserves the right to amend these regulations at any time in future without any notice. Further, the interpretation any of the clauses of these regulations entirely rest with the University.

  
Prof. B. Bhagavan Reddy  
Dean Faculty of Commerce

**Appendix No: 'B' Item No: 'B-2'**  
**SRI VENKATESWARA UNIVERSITY: TIRUPATI**  
**SVU COLLEGE OF COMMERCE, MANAGEMENT**  
**AND COMPUTER SCIENCE**  
**DEPARTMENT OF COMMERCE**

(Syllabus Common for S V University College and affiliated by SVU Area)  
(Revised Scheme of Instruction and Examination, Syllabus etc., with effect from the  
Academic Year's 2016-17 for I and II Semesters and 2017-18 for III and IV Semesters)  
**Revised CBCS Pattern with effect from 2016-17**

**M.Com Financial Management**

**Semester – I**

S. No	Code	Title of the Course	Credit Hrs / Week	No. of Credits	Core / Elective	IA	SEE	Total Marks
1.	M.Com (FM) 101	Accounting standards & Reporting	6	4	Core	20	80	100
2.	M.Com (FM) 102	Financial Management	6	4	Core	20	80	100
3.	M.Com (FM) 103	Business Environment and Policy	6	4	Core	20	80	100
4.	M.Com (FM) 104	Managerial Economics	6	4	Core	20	80	100
5.	M.Com (FM) 105	Quantitative Techniques for Business Decisions	6	4	Compulsory Foundation	20	80	100
6.	M.Com (FM) 106	Human Values and Professional Ethics - I	6	4	Elective Foundation	20	80	100
		<b>Total</b>	<b>36</b>	<b>24</b>	<b>Total</b>	<b>120</b>	<b>480</b>	<b>600</b>

- \* All CORE Papers are Mandatory
- Compulsory Foundation - Choose one paper
- Elective Foundation - Choose one paper.
- Interested students may register for MOOC with the approval of the concerned DDC but it will be considered for the award of the grade as open elective only giving extra credits.

**Semester – II**

S. No	Code	Title of the Course	Credit Hrs / Week	No. of Credits	Core / Elective	IA	SEE	Total Marks
1.	M.Com (FM) 201	Advanced cost Accounting	6	4	Core	20	80	100
2.	M.Com (FM) 202	Financial Markets and Services	6	4	Core	20	80	100
3.	M.Com (FM) 203	Strategic Financial Management	6	4	Core	20	80	100
4.	M.Com (FM) 204	Corporate Governance	6	4	Core	20	80	100
5.	M.Com (FM) 205	Working Capital Management & Policy	6	4	Compulsory Foundation	20	80	100
6.	M.Com (FM) 206	Human Values and Professional Ethics - II	6	4	Elective Foundation	20	80	100
		<b>Total</b>	<b>36</b>	<b>24</b>	<b>Total</b>	<b>120</b>	<b>480</b>	<b>600</b>

- \* All CORE Papers are Mandatory
- Compulsory Foundation - Choose one paper
- Elective Foundation - Choose one paper.
- Interested students may register for MOOC with the approval of the concerned DDC but it will be considered for the award of the grade as open elective only giving extra credits.

### Semester – III

S. No	Code	Title of the Course	Credit Hrs / Week	No. of Credits	Core / Elective	IA	SEE	Total Marks
1.	M.Com (FM) 301	Security Analysis & Portfolio Management	6	4	Core	20	80	100
2.	M.Com (FM) 302	Accounting for Managerial Decisions	6	4	Core	20	80	100
3.	M.Com (FM) 303	Computer Applications in Business	6	4	Core	20	80	100
4.	M.Com (FM) 304	(a) International Financial Management	6	4	Generic Electives *	20	80	100
		(b) Tax planning & Management						
		(c) Business Communication						
		(d) Entrepreneurship & MSMEs						
5.	M.Com (FM) 305	(a) Fundamentals of Accounting	6	4	Open Electives #	20	80	100
		(b) Personal Financial Planning						
<b>Total</b>			<b>36</b>	<b>24</b>		<b>120</b>	<b>480</b>	<b>600</b>

\* All CORE Papers are Mandatory

- Generic Elective - Choose two
- Open Electives are for the Students of other Departments. Minimum One Paper should be opted. Extra credits may be earned by opting for more number of open electives depending on the interest of the student through self study.
- Interested students may register for MOOC with the approval of the concerned DDC.

### Semester – IV

S. No	Code	Title of the Course	Credit Hrs / Week	No. of Credits	Core / Elective	IA	SEE	Total Marks
1.	M.Com (FM) 401	Financial Derivatives	6	4	Core	20	80	100
2.	M.Com (FM) 402	Project Planning & Control	6	4	Core	20	80	100
3.	M.Com (FM) 403	Project Report & Viva-voce	6	4	Core	-	100	100
4.	M.Com (FM) 404	(a) Insurance Management	6	4	Generic Electives *	20	80	100
		(b) Personality Development and Soft Skills						
		(c) Mergers & Acquisitions						
		(d) E- Commerce						
5.	M.Com (FM) 405	(a) E-Banking Operations	6	4	Open Electives #	20	80	100
		(b) Security Market Operations						
<b>Total</b>			<b>36</b>	<b>24</b>		<b>100</b>	<b>500</b>	<b>600</b>

\* All CORE Papers are Mandatory

- Generic Elective - Choose two
- Open Electives are for the Students of other Departments. Minimum One Paper should be opted. Extra credits may be earned by opting for more number of open electives depending on the interest of the student through self study.
- Interested students may register for MOOC with the approval of the concerned DDC.

**PAPER -101: ACCOUNTING STANDARDS AND REPORTING**

(Core Paper)

(With Effect from the academic year 2016-17)

- Unit –I            Unit –I Introduction: Accounts Concepts and Principles – GAAP(AS-1)-  
Branches of Accounting - Users of Accounting ;Accounting Standards :  
Concepts – Types – Benefits – Accounting Standards in India –IAS And  
IFRS.(Theory only)
- Unit – II            Inventory Valuation: (AS-2) Concept - Need for inventory valuation – Inventory  
Valuation methods – Valuation of Inventory. (Theory and Problems)
- Unit – III            Cash flow statement (AS-3): Meaning and definitions – Scope – Objectives –  
Benefits – presentation of cash flow statement – Methods – Disclosures. (Theory  
only)
- Unit –IV            Valuation of Goodwill (AS-26) : Concept- Factors affecting goodwill – Types of  
goodwill — Need for valuation - Methods of good will Valuation – Average  
method- Super profit method - Annuity method (Theory and Problems)
- Unit – V            Corporate Reporting: Concept – Objectives – Purposes – Segment reporting  
(AS-17) – Benefits of segment reporting; Interim reporting (AS-25) – Concept-  
Need for interim reporting – Interim reporting practices in India. (Theory only)

**REFERENCE BOOKS:**

1. Jawahar Lal; Accounting theory and Practice, Himalya Publishing House, New Delhi.
2. B. K .Banerjee, Financial Accounting – A dynamic approach Printice Hall India Pvt. Ltd., New Delhi
3. CA. Ravi Kanth Miriyala; Accounting standards made easy, Bharat Law House Pvt. Ltd. New Delhi
4. Nithin Balwani, Accounting and Finance for Manager, Excel Books, New Delhi.
5. <http://en.wikipedia.org/wiki/IFRS>

M.Com (FM) I Semester

**PAPER -102: FINANCIAL MANAGEMENT**

(Core Paper)

(With Effect from the academic year 2016-17)

- Unit – I Introduction : Concept of finance – Functions of finance – Objectives of financial management – Profit Vs Wealth maximization – Organization of finance function – Role of the financial manager. (Theory only)
- Unit – II Investment Decision: Capital Budgeting- Concept– Process – Techniques of capital budgeting – Traditional methods - Payback period (PB), Average Rate of Return(ARR) – Discounted cash flow techniques - Net Present Value(NPV), Internal Rate of Return(IRR) and Profitability Index(PI) – Capital rationing. (Theory and Problems)
- Unit – III Financing Decision: Capital Structure and Cost of capital- Theories of capital structure – Net Income approach (NI), Net Operating Income approach (NOI) - Traditional and MM Theories –Specific cost of capital – Determination of weighted average cost of capital. (Theory & Problems)
- Unit – IV Leverages Analysis: Concept - Types – Operating – Financial and combined leverages - EBIT – EPS analysis – Indifference points – Computation of Leverages. (Theory and Problems)
- Unit – V Dividend Decision: Types of dividends and policies – Factors influencing the dividend policy – Theories of dividends – Walter, Gordon and MM Hypothesis (Theory only).

**REFERENCE BOOKS:**

1. Pandey, I.M. : Financial Management, Vikas Publishing House, New Delhi.
2. Khan and Jain : Financial Management, Tata Mc Graw Hill, New Delhi.
3. Maheswari, S.N. : Financial Management, Sultan Chand and Sons, New Delhi.
4. Kulakarni. P.V., Financial Management, Himalaya Publishing House Co. Ltd, Mumbai.
5. Chandrabose, Fundamentals of Financial Management, PHI, New Delhi.
6. Van Home : Financial Management and Policy, Prentice Hall of India, New Delhi.
7. Prasanna Chandra, Financial Management, Tata Mc Graw Hill, New Delhi.
8. Sheeba Kapil, Financial Management Strategy, Implementation and Control, Pragathi Prakasam Publication, Meerut.

**PAPER -103: BUSINESS ENVIRONMENT AND POLICY**

(Core Paper)

(With effect from the academic year 2016-17)

- Unit – I** Business Environment: Concept - Nature and scope- types– internal environment and external environment- Factors influencing business environment- Economic – Social- Cultural - Political environment and technical environment; Environmental analysis - Environment scanning - Monitoring - Changing dimensions in business environment. (Theory only)
- Unit – II** Economic Environment: Concept – Nature and scope - Structures of the economy - Economic policies and conditions- Economic planning - Industrial policy - Foreign investment - Foreign technology agreements - Merits and demerits of the policy – FEMA - Monetary and fiscal policies - New economic policy. (Theory only)
- Unit – III** Politico legal Environment: Concept- Political institutions - Rationale and extent of state intervention - Reasons for state intervention - Types of intervention - Extent of interventions - Government Business interface – Legal environment. (Theory only)
- Unit – IV** Socio Cultural Environment: Concept - Nature - Impact -Business participation in cultural affairs - Social responsibility of business - Business and society - Business ethics - Corporate governance. (Theory only)
- Unit – V** Global Environment: Concept - Nature and scope - Rationale for global environment – Benefits and problems of MNCs - Strategies for going global - India, WTO and the trading blocks. (Theory only)

**REFERENCE BOOKS**

1. Francis Cherunilam, Business environment – Text and cases, Himalaya Publishing House.
2. K. Aswathappa, Essentials of Business environment, Himalaya Publishing House.
3. Pandey G.N. Environmental Management, Vikas publishing house.
4. Raj Agarwal, Business Environment, Excel publications.
5. Sundaram & Black. International Business Environment Text and cases, PHI.
6. Chari, S.N. International Business, Wiley India.

M.Com (FM) I Semester

**PAPER -104: MANAGERIAL ECONOMICS**

(Core Paper)

(With Effect from the academic year 2016-17)

- Unit- I Introduction: Meaning, nature and scope of Managerial Economics (ME) – Principles of ME – Characteristics and uses of ME – Role and responsibilities of managerial economist. (Theory only)
- Unit-II Demand forecasting: Nature and Scope of forecasting – Objectives – Methods of demand forecasting - Opinion polling and statistical methods – criteria for good forecasting method – Forecasting demand for new products. (Theory only)
- Unit-III Cost analysis: Cost concepts and classification – Cost output relationship in short run and long run – Economies of scale – cost function – Cost control and cost reduction. (Theory only)
- Unit-IV Production analysis: Basic concepts and types - Law of variable proportions – Factors of production and returns to scale – Cobb-Douglas production function – Opportunities for multiple products – Policy on adding new products and dropping old products. (Theory only)
- Unit-V Nature of Profits: Different views of profits – Profit functions – Measurement of Profit – Policies on profit maximization – Profit planning – Managerial uses of break even analysis. (Theory only)

**REFERENCE BOOKS:**

1. Joel Dean. Managerial Economics, Prentice Hall Ltd., India
2. Varshiney & Maheswari, Managerial Economics, Sultan Chand & Co.,
3. Mehatha P.L. Managerial Economics, Sultan Chand & Co
4. Dwivedi D.N., Managerial Economics, Himalaya Publishing Hosue,
5. Mote, Paul & Gupta, Managerial Economics, Tat Mc Graw Hill Ltd,

**PAPER -105: QUANTITATIVE TECHNIQUES FOR BUSINESS DECISIONS**

(Compulsory Foundation)

(With Effect from the academic year 2016-17)

Unit- I	Quantitative Techniques and Business Forecasting: Concept - Classification of Quantitative techniques- Benefits and Limitations – Methods- Advantages of quantitative approach to management – Quantitative techniques in business decision making – Methods of business forecasting. (Theory only)
Unit-II	F – Distribution: Concept - Test for equality of two population variances – Analysis of variance- (F- test): One way and two way classified data- Multiple correlation co –efficient (Theory and problems)
Unit-III	Probability and Probability Distributions: Basics of probability- Binomial – Poisson – Normal distributions – Baye’s theorem. (Theory and problems)
Unit-IV	Sampling Theory: Concept – Types of Sampling – Hypothesis testing-The null hypothesis- The significance level - Hypothesis testing Procedure – Type I and Type II errors – Inference from small sample mean tests - Difference between the means of two independent samples – Difference between the means of two dependent samples of paired observations (t) and $\chi^2$ (Chi-Square) test and its applications. (Theory and problems)
Unit-V	Linear Programming: Concept - Requirements for application of linear programming – Assumptions- Advantages and limitations – Applications of Linear programming problem – Formulation of Linear programming problem- Graphical Method- Simplex method(Theory and problems)

**REFERENCE BOOKS:**

1. Gupta, S.P.Statistical Methods, S.Chand & Sons, New Delhi
2. Tulasian P.C., and Vishal Pandey, Quantitative Techniques – Theory and Problems Pearson Education New Delhi
3. Gupta and Khanna “Quantitative Techniques for Business Managers” PHI, New Delhi.
4. Andnda Sharma, Quantitative Techniques, Himalaya Publications, Hyderabad.
5. Shukla and Grewal, Advanced Accounts, S.Chand and Co, New Delhi
6. Kothari C.R... Quantitative Techniques Vikas Publications, Mumbai. Vikas Publications, Mumbai.



**PAPER -106: HUMAN VALUES AND PROFESSIONAL ETHICS – I**

(Elective Foundation)

(With Effect from the academic year 2016-17)

- UNIT – I Definition and Nature of Ethics – Its relation to Religion, Politics, Business, Law Medicine and Environment. Need and Importance of Professional Ethics – Goals –Ethical values in various Professions. (Theory only)
- UNIT – II Nature of Values – Good And Bad, Ends and Means, Actual and potential Values, Objective and Subjective Values, Analysis of basic moral concepts – right, ought, duty, obligation, justice, responsibility and freedom, Good behaviour and respect for elders, Character and Conduct. (Theory only)
- UNIT –III Individual and Society – Ahimsa (Non-Violence), Satya (Truth), Brahmacharya (Celibacy), Asteya (Non possession) and Aparigraha (Non-stealing). Purusharthas (Cardinal virtues) – Dharma (Righteousness), Artha (Wealth), Kama (Fulfillment Bodily Desires), Moksha (Liberation). (Theory only)
- UNIT –IV Bhagavad Gita – (a) Niskama karma. (b) Buddhism – The Four Noble Truths – Arya astaga marga, (c) Jainism – mahavratas and anuvratas. Values Embedded in various Religions, Religious Tolerance, Gandhian Ethics. (Theory only)
- UNIT –V Crime and Theories of punishment – (a) Reformative, Retributive and Deterrent. (b) Views on manu and Yajnavalkya. (Theory only)

**REFERENCE BOOKS:**

1. John S Mackenzie: A manual of ethics
2. “The Ethics of Management” by Larue Tone Hosmer, Richard D. Irwin Inc.
3. “Management Ethics – integrity at work’ by Joseph A. Petrick and John F. Quinn, Response Books: New Delhi.
4. “Ethics in Management” by S.A. Sherlekar, Himalaya Publishing House.
5. Harold H. Titus: Ethics for Today
6. Maitra, S.K: Hindu Ethics
7. William Lilly: Introduction to Ethics
8. Sinha: A Manual of Ethics
9. Manu: Manava Dharma Sastra or the Institute of Manu: Comprising the Indian System of Duties: Religious and Civil (ed.) G.C.Haughton.
10. Susruta Samhita: Tr. Kaviraj Kunjanlal, Kunjalal Brishagratha, Chowkamba Sanskrit series, Vol I, II and III, Varnasi, Vol I OO, 16-20, 21-32 and 74-77 only.
11. Caraka Samitha: Tr. Dr. Ram Karan Sarma and Vaidya Bhagavan Dash, Chowkambha Sanskrit Series office, Varanasi I, II, III Vol I pp 183-191.
12. Ethics, Theory and Contemporary Issues, Barbara Mackinnon, Wadsworth/Thomson Learning, 2001.
13. Analyzing Moral Issues, Juidith A. Boss, Mayfield Publishing Company, 1999.

M.Com (FM) II Semester

**PAPER -201: ADVANCED COST ACCOUNTING**

(Core Paper)

(With effect from the academic year 2016-17)

- Unit- I Introduction – Cost concepts – Objectives, Advantages and limitations of cost accounting - Cost Accounting Vs Financial Accounting and Cost Accounting Vs Management Accounting (Theory Only)
- Unit- II Process Costing: Features and objectives of process costing – Normal loss – Abnormal loss – Abnormal gain – Inter process profits – Objectives of inter process profits (Theory and Problems)
- Unit-III Equivalent production: Concept – Methods – FIFO method – Average methods – By products and Joint products concept – Accounting treatment of by products and Joint products. (Theory and Problems)
- Unit-IV Budgetary Control: Concept of budget – Concept of budgetary control – benefits and limitations of budgetary control – Budgets – Fixed budget – Flexible budget – master budget. (Theory and Problems)
- Unit- V Activity based costing: Concepts – Meaning – Definition and characteristics of ABC – Different stages in ABC – ABC and cost drivers – Advantages of Implementing ABC (Theory and Problems).

**REFERENCE BOOKS:**

1. Jain S.P., AND K.L.Narang, Cost Accounting Principles and Practice Kalayani Publishers New Delhi.
2. Rathnam P.V., Rathnam,s costing advanced problems and solutions, Kitab Mahal Distributors.
3. Maheswari S.N., Advanced problems and solutions in cost accounting, Sultan Chand & Sons
4. Bhar B.K., Cost accounting methods and problems, Academic Publishers, Kolkota.
5. Pillai R.S.N., and V.Bhagavathi: Cost Accounting, Sultan Chand and Co.Ltd, New Delhi.

M.Com (FM) II Semester

**PAPER -202: FINANCIAL MARKETS AND SERVICES**

(Core Paper)

(With Effect from the academic year 2016-17)

- Unit – I            Financial system and Money Market: Structure – Functions – Components – Role of Financial System in the Indian Economic development — Financial Sector reforms- Money market– Significance- Constituents. (Theory only)
- Unit- II            Capital market and SEBI: Structure – Instruments – Primary market Functions – Secondary market- Listing – Trading- SEBI- Functions- Powers. (Theory only)
- Unit –III           Merchant Banking: Concept – Commercial banking Vs merchant banking; Origin and evolution - Scope - Functions – Pre-issue and post- Issue obligations- SEBI regulations. (Theory only)
- Unit –IV           Credit Rating and Factoring: Significance – SEBI regulations – Rating agencies in India – CRISIL, CARE, ICRA, FRI – Rating methodology- Limitations- Factoring- Factoring Vs bills discounting – Mechanism – Functions – Forms – Legal aspects. (Theory only)
- Unit – V            Venture Capital and Mutual Funds: Features – Stages of financing - Financial analysis– Investment nurturing- Valuation of portfolio – Exit route- VCF scenario in India – SEBI Regulations- Mutual funds- concept – Mutual fund Vs Share- Organization and management- Classification- Guidelines. (Theory only)

**REFERENCE BOOKS:**

1. Gordon, E., and Nataraja, K., Financial Markets and Service, Himalaya Publications, Mumbai
2. L.M. Bhole, Financial Insitution and Markets, Tata Mc Graw Hill, New Delhi Sharma R.K.and S.K.Management Accounting, Kalyani, Ludhiana.
3. Clifford Gmoez. Finanical Markets, Insitutions and Financial Services, PHI, New Delhi, 2008.
4. Khan, M.Y., Financial Services, Tata Mc Graw Hill, New Delhi.
5. Bhatia, B.S., and Gupta G.S., Management of Financial Services, Deep and Deep, New Delhi.
6. Gupta, S.K., and Nisha Aggarwal, Financial Services, Kalyani Publishers, New Delhi.
7. Machiraju, H.R., Merchant Baning, Wiley, New Delhi.

M.Com (FM) II Semester

**PAPER -203: STRATEGIC FINANCIAL MANAGEMENT**

(Core Paper)

(With Effect from the academic year 2016-17)

- Unit- I Strategic Management: Concept – Importance – Purpose – Constraints - Strategic Management Process- Strategic Planning- Concept – Characteristics – Components – Process – Benefits– Constraints of Strategic Planning. (Theory only)
- Unit-II Strategic Financial Management: Concept– Characteristics Scope - strategic Financial Management – Financial Planning – Success Factors and Constraints of Strategic Financial Management. (Theory only)
- Unit-III Corporate Valuation: Concept – Objectives – Approaches of Corporate Valuation- Guidelines for Corporate Valuation- Value-Based management- Elements- Significance-Approaches and Limitations of Value-Based Management. (Theory and problems)
- Unit-IV Financial Distress and Restructuring: Meaning – Characteristics – Reasons for Corporate Financial Distress – Cost of Financial Distress – Impact of Financial Distress – Financial Distress Restructuring – Countering Financial Distress. (Theory only)
- Unit-V Corporate Sickness and Financial Engineering : Meaning – Causes of sickness- Symptoms – Revival - Financial Engineering: Concept – Approaches to Innovative Financial engineering – Fund Raising Instruments –Fund-deployment Strategies- Financial re-engineering – Concept and Uses. (Theory only)

**REFERENCE BOOKS:**

1. Rajni Sofat and Preeti Hiro: Strategic Financial Management. Prentice Hall of India Learning Pvt., New Delhi.
2. Dr.Pradel Kumar Sinha: Strategic Financial Management. Excel Books, New Delhi.
3. G.P.Jakhotiya: Strategic Financial Management. Vikas Publishing House Pvt. Ltd., NewDelhi.
4. Allen: An Introduction to Strategic Financial Management. Koran Page
5. Mathew P.K: Corporate Restructuring in India: Perspectives. McMillian.

**PAPER -204: CORPORATE GOVERNANCE**

(Core Paper)

(With effect from the academic year 2016-17)

- UNIT – I Corporate governance : Meaning – Need – Importance – Corporate Governance(CG) mechanism – CG Systems – Indian model of CG – CG and Value maximization – Issues in Corporate Governance.(Theory only)
- UNIT – II Emergence of Corporate governance: Developments in USA and UK – Role of World Bank – OCED – McKinsey – Sarbanes –Oxley Act,2002 – World Committees on CG – The Cadbury Committee. The Hampel Committee. – Principles of good CG and code of best practices – OECD Principles.(Theory only)
- UNIT –III Corporate Governance in India: Need and Importance – Historical perspective – Indian Committees and guidelines on CG – Naresh Chandra Committee – Narayana Murthy Committee – J.J Irani Committee – Kumara Mangalam Birla Committee – The CII initiatives – SEBI initiative – CG practice in India. (Theory only)
- UNIT –IV Board of Directors and Audit Committee: board of Directors and their role in CG – Composition of Board – CG issues relating to Board – independent Directors – Clause 49 of listing agreement – Audit Committee: Duties and responsibilities of Auditors – Composition of Audit Committee – CG and internal auditors – Indian situation.(Theory only)
- UNIT – V Corporate Governance Standards and practices in India: CG Standards – Methods for examining the quality and effectiveness of CG – CG standards in Indian context – CG in IT sector – Pioneers in good CG practices – Problems of CG in India – CG and Business Ethics – CG and Corporate social responsibility (CSR) – Future of CG in India. (Theory only)

**REFERENCE BOOKS**

1. Fernando A.C – Corporate Governance – principles, Policies and practices – Pearson Education – New Delhi -2006.
2. Subash Chandra Das – Corporate Governance – Codes, Systems, Standards and Practices –PHI Learning New Delhi-2009
3. Kesho Prasad – Corporate Governance – PHI Learning - New Delhi-2009
4. Singh S - Corporate Governance – Global Concepts and Practices – Excel Books -New Delhi-2005.
5. Donald H. Chew Jr. Staurt L.Gillan – Corporate Governance at Crossroads – Tata McGraw –Hill Co. Ltd. New Delhi-2006

**PAPER -205: WORKING CAPITAL MANAGEMENT AND POLICY**

(Compulsory Foundation)

(With Effect from the academic year 2016-17)

Unit-I	Introduction: Concept of working of capital - Need and Significance - Types of working capital - Permanent and Variable working capital – Sources of Working Capital – Long-term sources – Short-term sources – Financing of Current Assets: Matching – Conservative – Aggressive Approaches (Theory only)
Unit-II	Estimation of Working Capital: Determinants of Working Capital – Techniques of Forecasting Working Capital – Operating Cycle – Estimation of Gross and Net Working Capital requirements (Theory and Problems)
Unit-III	Cash Management: Concept - Objectives – Motives – Facets – Cash collection and disbursement – Optimum Cash balances – Investment of surplus funds - Cash Budget – Cash Management Techniques – Cash Management Models: Baumol Model – Miller and Orr Model. (Theory and Problems)
Unit-IV	Receivables Management: Concept - Nature and goals – Variables - Credit policy - Optimum credit policy – Credit evaluation – Monitoring receivables. (Theory only)
Unit-V	Inventory management: Concept – Need – Objectives – Level of Inventory – Techniques of Inventory Management – EOQ analysis – ABC analysis – JIT system – VED analysis. (Theory and problems)

**REFERENCE BOOKS:**

1. Pandey, I.M. Financial Management, Vikas Publishing House, New Delhi.
2. Hrishikes Bhattacharya, Working Capital Management-Strategies and Techniques, Prentice-Hall of India Pvt. Ltd., New Delhi.
3. G.V. Satya Sekhar, Working Capital Management, Wiley India Pvt. Ltd., New Delhi.
4. R.P. Rutagi, Working Capital Management, Taxmann Publications Private Limited, New Delhi.
5. Khan and Jain: Financial Management, Tata McGraw Hill, New Delhi.
6. Prasanna Chandra, Financial Management, Tata McGraw Hill, New Delhi.
7. Van Horne: Financial Management and Policy, Prentice Hall of India, New Delhi.
8. Maheswari, S.N: Financial Management, Sultan Chand and Sons, New Delhi.
9. Kulakarni, P.V., Financial Management, Himalaya Publishing House, Mumbai.

M.Com (FM) II Semester

**PAPER -206: HUMAN VALUES AND PROFESSIONAL ETHICS – II**

(Elective Foundation)

(With Effect from the academic year 2016-17)

- UNIT – I Value Education – Definition – Relevance to present day – Concept of Human values – Self introspection – Self esteem. Family values – Components, structure and responsibilities of family- Neutralization of anger – Adjustability – Threats of family life – Status of women in family and society – Caring for needy and elderly – Time allotment for sharing ideas and concerns. (Theory only)
- UNIT – II Medical Ethics – View of Charaka, Sushruta and Hippocrates on moral responsibility of medical practitioners. Code of ethics for medical and healthcare professionals. Euthanasia, Ethical obligation to animals, Ethical issues in relation to health care professionals and patients. Social justice in health care, human cloning, problems of abortion. Ethical issues in genetic engineering and Ethical issues raised by new biological technology or knowledge. (Theory only)
- UNIT – III Business Ethics – Ethical standards of business – Immoral and illegal practices and their solutions. Characteristics of ethical problems in management, ethical theories, causes of unethical behaviour, ethical abuses and work ethics. (Theory only)
- UNIT – IV Environmental Ethics – Ethical theory, man and nature – Ecological crisis, Pest control, Pollution and waste, Climate change, Energy and population, Justice and environmental health. (Theory only)
- UNIT – V Social Ethics – Organ trade, Human trafficking, Human rights violation and social disparities, Feminists ethics, Surrogacy/pregnancy, Ethics of media – Impact of Newspapers, Television, Movies and Internet(Theory only).

**REFERENCE BOOKS:**

1. John S Mackenzie: A manual of ethics
2. “The Ethics of Management” by Larue Tone Hosmer, Richard D. Irwin Inc.
3. “Management Ethics – integrity at work” by Joseph A. Petrick and John F. Quinn, Response Books: New Delhi.
4. “Ethics in Management” by S.A. Sherlekar, Himalaya Publishing House.
5. Harold H. Titus: Ethics for Today
6. Maitra, S.K: Hindu Ethics
7. William Lilly: Introduction to Ethics
8. Sinha: A Manual of Ethics
9. Manu: Manava Dharma Sastra or the Institute of Manu: Comprising the Indian System of Duties: Religious and Civil (ed.) G.C.Haughton.

M.Com (FM) III Semester

**PAPER -301: SECURITY ANALYSIS AND PORTFOLIO MANAGEMENT**

(Core Paper)

(With Effect from the academic year 2016-17)

- Unit – I            Securities analysis : Basics of investment – Objectives- Fundamental analysis – Economic, industry and company analysis – Technical analysis – Efficient market theory – Implications – Random Walk theory – Strong, Semi-strong and Weak forms of Efficient market. (Theory only)
- Unit – II            Valuation of securities: Valuation of equity shares- Equity valuation models – One year and multiple year holding period – Constant growth and multiple growth models – Valuation through P/E ratios; Valuation approach to bonds – bond returns – Coupon rate – Spot interest rate – Yield to maturity – Bond duration (Theory and Problems)
- Unit – III           Portfolio theory: Capital market theory – Concept - Assumptions – Capital market line – Portfolio selection – Capital Asset Pricing Model (CAPM) – Assumptions – Security Market Line (SML) – Arbitrage Pricing Theory (APT) – Assumptions. (Theory and Problems)
- Unit – IV           Portfolio evaluation: Concept - Measures of portfolio performance – Mutual funds-Sharpe’s performance index – Treynor’s performance index –Jensen’s Performance Index. (Theory and Problems)
- Unit – V            Portfolio revision: Concept - Need for Portfolio revision- Passive management– Active management –Formula plans – Types of formula plans – Constant rupee value plan – Constant ratio plan – Variable ratio plan – Rupee cost averaging - Portfolio revision strategies. (Theory only)

**REFERENCE BOOKS:**

1. Prasanna Chandra : Analysis and Portfolio Management, Tata Mc Graw Hill Co. Ltd., New Delhi.
2. Kevin, Security Analysis and Portfolio Management, PHI, New Delhi.
3. Avadani V.A.: Security Analysis and Portfolio Management, Himalaya Publishing House, New Delhi, 2008.
4. Prethi Singh, Investment Management, Security Analysis and Portfolio Management, Himalaya Publishing House, New Delhi, 2005.
5. Dhamodharan : Investment Valuation, Johnweely and sons, Johnweely and Sons, New York.
6. Donald E.Fischer & Ronald J.Jordan: Security Analysis and Portfolio Mangement, Pearsons Education (Singapore) Pvt, Ltd., New Delhi.



**PAPER -302: ACCOUNTING FOR MANAGERIAL DECISIONS**

(Core Paper)

(With Effect from the academic year 2016-17)

- Unit – I      Managerial accounting – Concept - Nature and Scope – Functions – Uses and limitations – Decision making process – Cost analysis for pricing decisions – Objectives of pricing – Product pricing methods – Full cost pricing – Mark-up pricing – Break-even pricing – Target pricing – Conversion cost pricing – Differential cost pricing (Theory and Problems)
- Unit – II      Managerial decisions – Cost behavior – Determination of sales mix – Exploring new markets – Discontinuance of a product line – Make or buy decisions – Equipment Replacement Decision – Change versus Status Quo – Expand or contract – Shut down or continue (Theory and Problems)
- Unit – III     Responsibility Accounting (RA) – Concept - Process of implementing RA – Managerial uses of RA – Responsibility centre's – Cost centre – Revenue Centre – Profit centre – Investment Centre – Responsibility performance reporting – Objectives – RA reports – Emerging issues in RA (Theory and Problems)
- Unit – IV     Divisional performance and transfer pricing – Decentralized operations – Objectives – Performance measurement – Evaluation of divisional performance – Contribution margin approach – Return as investment approach – Residual income approach – Advantages and disadvantages – Non-financial measures of performance – Transfer pricing – Methods of transfer pricing – Market prices – Cost-based prices – Negotiated prices – Dual prices – Emerging issues in transfer pricing (Theory and Problems)
- Unit – V      Management Reporting – Concept – Modes of reporting – Types of reports – Requisites of a good report – Process of preparing report – Steps for effective reporting – management reporting system – Forms of management reports – Reporting practices of Indian corporate (Theory only)

**REFERENCE BOOKS:**

1. Charles T. Horngren, G.L. Sundem and W.O. Stratoon, Introduction to Management Accounting, Pearson, Delhi.
2. Jawaharala, Management Accounting, Himalaya Publishers, Mumbai.
3. Kulshrestha, N.K., Management Accounting, Tata McGraw Hill, New Delhi.
4. Maheswari, S.N., Principles of Management Accounting, Sultan Chand & Sons, New Delhi.
5. Prashanta Atma, Cost and management Accounting, Himalaya Publishing House, Hyderabad.
6. Robert S. Kaplan and Anthony A. Atkinso, Advanced management Accounting, Prentice hall, New Delhi.
7. Sahaf M.A., Management Accounting Principles and Practice, Vikas Publishing House, Mumbai.
8. Sharma R.K and Gupta, S.K., Management Accounting, Kalyani Publishers, Ludhiana

**PAPER -303: COMPUTER APPLICATIONS IN BUSINESS**

(Core Paper)

(With Effect from the academic year 2016-17)

- Unit-I: Tally: Features of Tally accounting – Components of Gateway of Tally – Company creation – Creation of groups - Creation, display, and alteration of multiple and single ledgers – Various types of vouchers – Creation and alteration of vouchers – Configuration and print of financial statements and other reports, documents and vouchers –Tally Inventory - Configuration – Creation, display, and alteration of inventory masters – Recording various inventory vouchers – Display and print of inventory reports – Lab exercises.
- Unit-II: VAT: Enabling Tally for VAT – Features and Classification of VAT – VAT treatment for purchase and sales returns, duties, taxes and discounts – Exemptions from VAT – Exports and imports – Inter-state purchases and sales – Purchase of capital goods - VAT computation – Lab exercises.
- Unit-III: TDS: Creation of ledgers and vouchers – Advance and balance payments of Tax – Generation of TDS reports – Enabling Service tax - Creation of ledgers and recording of vouchers – Lab exercises.
- Unit-IV: Payroll: Payroll features - Enabling payroll – Creation of Pay head ledgers – Creation of employee masters and pay roll voucher and attendance voucher – Display and print of various payroll reports - Lab exercises.
- Unit- V: SPSS: Features and uses of SPSS – Opening Files – Working with data – Summarizing the data – Data representation through calculation of Mean, Median, Mode – Chi- Square – t test – ANOVA and Correlation through SPSS.

**REFERENCE BOOKS:**

1. Nadhani, A.K. and Nadhani, K.K. Implementing Tally 7.2 BPB Publication, New Delhi.
2. Kiran Kumar, K.Tally 9, Laasya Publishers, Hyderabad
3. Fire wall media, Tally 9.
4. Vishnu Priya Singh, tally 9, Computech Publications Ltd, New Delhi.
5. Sharma, KVS, Statistics mode simple, do it yourself and PC, Prentice Hall of India Pvt. Ltd., New Delhi
6. Darren George and Paul Mallery, SPSS for Windows – Step by Step, Pearson Education, New Delhi

M.Com (FM) III Semester

**PAPER -304(a): INTERNATIONAL FINANCIAL MANAGEMENT**

(Generic Elective)

(With Effect from the academic year 2016-17)

- Unit – I International Financial Management (IFM) : Concept – Importance – Nature and Scope of IFM – Domestic and offshore markets –Role of International Financial Manager – Changes in global financial markets –challenges- International Monetary System-Recent Changes - (Theory only).
- Unit – II Foreign Exchange Market and Exchange Rate Mechanism: Foreign Exchange Markets – Structure – Types of Exchange rates - Exchange rate quotations – Direct and Indirect – Buying and selling rates – Forward market quotation – Nominal and Real exchange rates – Determination of exchange rates in spot market and forward market.  
(Theory and Problems)
- Unit – III Foreign Exchange Exposure: Concept - Relevance of Foreign exchange exposure – Classification - Transaction exposure- Operating exposure – Accounting exposure – Need - Hedging of Transaction exposure – Hedging of real operating exposure – Management of accounting exposure ( Theory and Problems)
- Unit – IV International Project Appraisal: Concept – Approaches - Net present value approach – Adjusted present value framework – Options approach – The practice of cross border direct investment appraisal- International perspectives of working capital; Cash - Bills receivable and Inventory policies (Theory only).
- Unit – V International Equity Investment: Concept – Risk and Return from Foreign Equity Investment – Equity Financing in the International Markets – Long-Term Borrowings in Global Capital Markets –Major Market Segments –International Financing Decision. (Theory only)

**REFERENCE BOOKS:**

1. Apte.P.G.: International Financial Management, Tata Mc Graw Hill Publishing House, New Delhi.
2. Siddaiah, T, International Financial Management, Pearson, New Delhi.
3. Sharan V. : International Financial Management, Prentice Hall of India Publishing, New Delhi
4. Bhalla,V.K. : International Financial Management, Anmol Publicatins, New Delhi.
5. Avadhani V.A. : International Finance, Himalaya Publishing House, Mumbai.
6. Eun & Resnick., : International Financial Management, Tata Mc Graw Hill Publishing Company ILtd., New Delhi.

M.Com (FM) III Semester

**PAPER -304(b): TAX PLANNING AND MANAGEMENT**

(Generic Elective)

(With effect from the academic year 2016-17)

- UNIT- I      Income Tax Law: Evolution of Taxation Law – Basic Concepts – Residential status – Tax Planning and management: Concepts – Tax avoidance – Tax evasion. (Theory only)
- UNIT –II      Tax Planning - Individuals: Heads of Income for Individuals – Income from Salary – Income from business and profession – Tax relief – Concession - Rebates – Deductions and Incentives.(Theory and problems)
- UNIT –III      Tax Planning Corporates –I: Tax Planning with references to new establishment – Location –Form – Nature and Capital structure – Short term loans – Term loans – Public deposits – Bonus Issues – Dividend Policies.(Theory and problems)
- UNIT – IV      Tax planning Corporates- II: Managerial decisions – Tax planning in respect of owned funds or borrowed capital – Lease Vs Purchase – Purchase by installments Vs hire – Make or buy decisions. (Theory only)
- UNIT- V      Tax Planning – Incentives and Export Promotion: Schemes for encouraging exports – Import duty relief schemes – Free Trade Zones (FTZs) – Special Economic Zones (SEZs) – Export Processing Zones (EPZs) – Salient features of Software Technology Parks (STPs) – Electronic Hardware Technology Parks (EHTPs) – Other Export Promotions schemes under EXIM Policy. (Theory only)

**REFERENCE BOOKS:**

1. Ahuja G.K. and Ravi Gupta: Systematic Approach to Income Tax and Central Sales Tax, Bharat Law House, New Delhi.
2. Circulars issued by C.B.D.T
3. Income Tax Act, 1961
4. Income Tax Rules, 1962
5. Lakhotia R.N: Corporate Tax Planning, Vision Publications , Delhi,
6. Singhanian, V.K.Direct Taxes: Law and Practice, Taxman’s Publications Delhi.
7. Singhanian, V. K: Direct Taxes Planning and Management, Taxman’s Publications Delhi.
8. Melhotra, MC and Goyal, S.P: Income Tax Law and Accounts including tax planning, sahitya Bhavan Publication, Agra.

**PAPER -304(c): BUSINESS COMMUNICATION**

(Generic Elective)

(With effect from the academic year 2016-17)

- UNIT-I Fundamentals of Communication: Concept- Objectives- Process of communication – Methods of communication - Oral, written, non-verbal, visual, audio-visual, signs, signals and symbols, silence – Types of communication – Personal, business, internal external, upward, downward, formal, informal, lateral, interactive, mass, grapevine, - Barriers to communication – Factors affecting communication – Essentials for effective communication. (Theory only)
- UNIT-II Non-verbal communications: Types of non-verbal communication- Body language, postures and gestures – Attire – Appearance – Handshake, personal space, timing, behavior, smile; Listening skills - Telephone talk –Process and types of listening – Barriers to listening - Requirements for effective listening – Humor in communication – Leadership and communication. (Theory only)
- UNIT-III Verbal communication: - Meetings – Role of chair person – Conferences – Presentation skills – making presentations – Choosing a method of speaking – Analyzing the audience – Requirements for effective presentation – Persuasive speaking - Report writing - Types of reports – Structure of reports – Individual, annual and committee reports – Essentials of good report writing. (Theory only)
- UNIT-IV Written communication: Business letters – Essentials of business letters – Parts of business letters – Forms of business letters - Types of business letters – Tenders, quotations and orders - Circulars and memos – Office notes – Representations and suggestions – Reminders and follow up. (Theory only)
- UNIT-V Media and multi-cultural Communication: Building better relations with media – Framework for managing relations with investors and governments - Impact of multicultural communication on business - Etic and emic approaches to culture – Overcoming cross-cultural communication problems – Cultural communication protocol in Australia, China, France, German, England, Switzerland, USA, and India. (Theory only)

**REFERENCE BOOKS:**

1. Penrose, Rasberry and Myers, “Business communication for managers”, Cengage Learning.
2. Disanza, “Business and professional communication”, Pearson Education.
3. CSG Krishnamacharyalu and L. Ramakrishna, “Business communications”, Himalaya Publishing House.
4. Krizan Merrier, Logan and Williams, “Effective Business Communication”, Cengage Learning.
5. Kelly Quintanilla and Shawn T Wahl, “Business and Professional communication”, Sage Publications.

**PAPER -304(d): ENTREPRENEURSHIP AND MSMEs**

(Generic Elective)

(With effect from the academic year 2016-17)

- UNIT – I Entrepreneurship : Importance of entrepreneurship – Concept of Entrepreneurship- Characteristics of successful Entrepreneur - Classification of Entrepreneurs – Myths of Entrepreneurship development models – Problems of Entrepreneurs and capacity building for Entrepreneurship – Evolution of Entrepreneurship in India – Profile of successful Entrepreneurs in India. (Theory only)
- UNIT –II The Intrapreneur: Characteristics of intrapreneurial environment - The role of Entrepreneurs – Managers and Entrepreneurs - environment for Entrepreneurship Entrepreneurial skills – Skills for a new class of Entrepreneurs. (Theory only)
- UNIT –III Modern small business enterprises: Role of small scale industries in Indian economy – Concept of and Definition of SSI – Government policy and development of small scale industries in India – Growth and performance of small scale industries in India – Micro, Small, and Medium Enterprises(MSMEs) – Salient features of MSMEs Act,2006 – problems and prospects of MSMEs in free economy. (Theory only)
- UNIT – IV Setting up of a Small business enterprises – identifying the business opportunity – Business enterprises – Institutional support for small business enterprises in India – Central level institutions – State level institutions -Other agencies - industry– Other agencies – Industry associations (Theory only)
- UNIT –V Finances for small business enterprises: Short term, medium term and long term finances – means of finance – financial assistance for small business enterprises – credit facilities to small business enterprises – Small Industry Development Bank of India (SIDBI) – Channels of SIDBI assistance. (Theory only)

**Reference Books**

1. Vasanth Desai, “ Small Scale Industries and Entrepreneurship “ Himalaya Publishing House, Mumbai.
2. Vasanth Desai,” Entrepreneurial Development and Project Management”, Himalaya Publishing House, Mumbai.
3. Vasanth Desai” Dynamics of Entrepreneurial Development and Management” Himalaya Publishing House, Mumbai
4. Poornima Chadranthath.” Entrepreneurship Development and Small Business Enterprises” Pearson Education, New Delhi.
5. Neeta Baporikar,” Entrepreneurship Development and Project management” Himalaya Publishing House, Mumbai
6. Thomas W.Zimmerer and Horman M.Scarborough” Essentials of Entrepreneurship and Small Business Management : Pearson Education Inc., Delhi

M.Com (FM) III Semester

**PAPER -305(a): FUNDAMENTALS OF ACCOUNTING**

(Open Elective)

(With effect from the academic year 2016-17)

- Unit-I: Accounting - Nature and Scope - Branches of Accounting – Financial Accounting – Types —Principles and concepts – Accounting Standards - Financial Accounting Process – Journals and Ledgers – Accounting Standards
- Unit-II: Final Accounts: Preparation of Trial Balance, Profit and Loss Account- Adjustment- Balance sheet
- Unit-III: Financial Statement Analysis: Meaning – Classification – Trend analysis – Comparative statement analysis – Common size statement analysis.
- Unit – IV: Cost Accounting: Nature, Scope and Objectives- Concept of cost – Classification – Behaviour of cost – Elements of cost – Principles of costing – Preparation of cost sheet.
- Unit – V Managerial Accounting – Nature, Scope and Objectives – Budgetary Control – Types of Budget – Advantages of budgeting – Limitations - Preparation of budgets

**REFERENCE BOOKS:**

1. Jain S.P, Narang K.L and Simmi Agarwal, “Accounting For Managers”, Kalyani Publishers, New Delhi.
2. Wild. J.J., Subramanyam, K.R. Halsey, R.F., Financial Statement analysis, Tata McGraw Hill.
3. Narayana Swamy, “Financial Accounting: A Managerial Perspective”, Pearson Education.
4. Prasad, G. “ Financial Accounting and Analysis” Jai Bharat Publishers, Guntur.
5. Ramachandran and Kakani, “ Finanical Accounting for Management”, TMH, New Delhi.
6. Jain and Narang, “Accountancy” Vol 1, Kalyani Publishers, 1983.
7. Jain and Narang, “ Cost Accounting”, Kalyani Publishers.
8. R.K.Sharma and Shashi K Gupta, “Management Accounting”, Kalyani Publishers.
9. S.N. Maheswari, Accounting for Managment, Sultan Chand Publishing House Pvt. Ltd.

**PAPER -305(b): PERSONAL FINANCIAL PLANNING**

(Open Elective)

(With effect from the academic year 2016-17)

- UNIT I:** Personal Financial Planning –nature and scope – objectives- Need – Process – principles of Personal Finance –safety- liquidity-Solvency and management of wealth. (Theory only)
- UNIT II:** Products of Personal Financial Planning – Bank Deposits – post office Savings – Mutual Funds -Shares-Corporate and Govt. Bonds- Chit Funds-Real Estate, Gold, Silver. (Theory only)
- UNIT III:** Risk and Return- Concepts – Types of Risk and Return – Diversification of Risk – Measurement of Risk and Return – Investment Planning- Time value of Money – Compound value –Computation of interest, dividend and Capital gains and Personal Investments. (Theory only)
- UNIT IV:** Personal Tax Planning: nature of income – expenses - deductions- Taxable benefits-Income splitting-Tax advantaged investment-deferred income plans- Income and Dividends from business and Self-employment.(Theory only)
- UNIT V:** Personal Finance and Environmental influences: Policy Perspectives- Impact of Govt Policy– Union Budget- Cost of living –retirement saving plans- pension plans- - Provident Fund, Gratuity-LIC –GIC –Reverse Mortgage Plans. (Theory only)

**REFERENCE BOOKS**

1. Personal Finance by Jack R. Kapoor, Les R. Dlabay and Robert J. Hughes, Tat McGraw-Hill Publishing Company Ltd. New Delhi.
2. Financial Education by Reserve Bank of India - rbi.org.
3. Personal Finance columns in The Economic Times, The Business Line and Financial Express Daily News Papers.
4. Information Broachers of Post Offices, Banks, Mutual Funds, Insurance Companies
5. Internet Sources- BSE, NSE, SEBI, RBI, IRDA, AMFI etc.



M.Com (FM) IV Semester  
**PAPER -401: FINANCIAL DERIVATIVES**  
(Core Paper)  
(With effect from the academic year 2016-17)

- Unit-I Financial Derivatives –Concept– Features – Types - Uses of Financial Derivatives – Basic Financial Derivates – Traders in Financial Derivatives Market- Indian Financial Derivatives Market – Trends. (Theory Only)
- Unit-II Forwards and Futures Contracts: Concepts- Functions - Types-Uses– Forwards Vs Futures - Trading Mechanism of Forwards and Futures Contracts. (Theory and Problems)
- Unit-III Options: Concept-Types of options – Difference between Options and Futures- Option hedging strategies – Option Greeks-Option pricing models-Option Price Determination - Binomial Option Pricing- Model- One step and two step models- Black Scholes Option Pricing Model. (Theory and Problems)
- Unit-IV Swap Market – Concept –Features of Swap - Types of Swaps – Interest Rate Swap – Currency Swap – Debt equity Swaps – Using Swap to manage risk – Pricing Swaps. (Theory only)
- Unit –V Stock Index Features and Options – Concept - Need- Portfolio Management and Stock Index Features- Speculation and Stock Index Features -Trading of Stock Index Features – Stock Index options – Trading of Stock Index options. (Theory and Problems)

**REFERENCE BOOKS:**

1. Pandey , I.M., Financial Management, Vikas Publications , New Delhi.
2. Gupta, S.L., Financial Derivatives, PHI Learning Pvt. Ltd, New Delhi.
3. Bhalla, V.K.Investment Management
4. John C.Hulll Derivatives. PHI Publisher Ltd, New Delhi
5. John C. Hull, Introduction to Future and Options Market. PHI Publisher Ltd, New Delhi,
6. Kumar, S.S.S., Financial Derivatives, Prentice Hall of India Pvt., Ltd New Delhi.
7. Bargi's., Futures and Options, Mc Graw Hill Publishing House Ltd, New Delhi.

**PAPER -402: PROJECT PLANNING AND CONTROL**  
(Core Paper)

(With Effect from the academic year 2016-17)

- Unit –I Projects And Operations: Concept - Nature and Characteristics of a Project - Categories of Projects - Project Life Cycle - Concept of Project Management - Tasks and Responsibilities of a Project Manager - Corporate Long Range Planning and Purpose - Capital Expenditure - Importance and Difficulties - Phases of Capital Budgeting - Factors of Project Analysis - Basic Considerations- Risk and Return- Elementary Investment Strategies.(Theory only)
- Unit-II Project Ideas and Technical Analysis: Generation of Project Ideas - Monitoring the Environment - Corporate Appraisal- Scouting for Project Ideas - Preliminary Screening - Project Rating Index - Sources of Primary and Secondary Information - Conduct of Market Survey- Methods of Demand Forecasting - Material Inputs and Utilities - Manufacturing Technology - Product Mix-Capacity of Plant - Location and Site - Machineries and Equipment – Work Schedule. (Theory only)
- Unit-III Financial Analysis And Project Planning: Cost of Project - Means of Finance - Estimation of Sales and Production – Profitability Projections - Break-Even Point - Projected Cash Flow Statement - Projected Balance Sheet - Monitoring and Control - Forms of Project Organization - Project Planning-Project Control – Purpose of Control - Design of Control System – Control System – Types of Control System – Pre - Requisites for Successful Project Implementation - Project Review and Administration Aspects - Performance Evaluation – Abandonment Analysis..(Theory only)
- Unit – IV Social Cost Benefit Analysis (SCBA): Social Cost Benefit Analysis - Concept and Rationale for SCBA- Basic Differences between Commercial Profitability Vs SCBA – SCBA and National Economic Profitability – Methods for SCBA – UNIDO Approach – Little – Mirrlees Approach – SCBA in India. (Theory only)
- Unit-V Public Projects: Concept – Indian Context – Agencies involved – The planning commission of India – Project appraisal and management division (PADM) – Other Institutions – Guidelines for Formulation – Appraisal and approval of government funded plan projects and schemes – Approval procedure – Generic structure for detailed project Report (DPR) – Guidelines for preparation of feasibility report. (Theory only)

**REFERENCE BOOKS:**

1. Prasanna Chandra “Projects, Planning, Analysis, Selection, Implementation and Review;” TATA McGraw Hill Publishing House, New Delhi, 2008.
2. S.Choudhury “Project Management” TATA McGraw Hill Publishing House, New Delhi, 2006.
3. R.B.Khanna, “Project Management”, PHI Learning Private Limited, New Delhi, 2011.
4. Rajeev M.Gupta, “Project Management”, PHI Learning Private Limited, New Delhi, 2014.
5. Faculty of Commerce, “Project Evaluation & Management”, Dr. B.R.Ambedkar Open University, Hyderabad.

**M.COM (CBCS)**

M.Com (FM) IV Semester  
**PAPER -403: PROJECT REPORT & VIVA-VOCE**

M.Com (FM) IV Semester

**PAPER – 404(a): INSURANCE MANAGEMENT**

(Generic elective)

(With effect from the academic year 2016-17)

- Unit – I Risk and Insurance : Concept of Risk – Types of risk – Risk management – Objectives – Features – Importance – Limitations – Tools of risk management – Concept of insurance – fundamental principles – Requirements of an insurable risk – Indian insurance sector – Socio-economic significance – Regulatory framework – Insurance Regulatory and Development Authority (IRDA) – Challenges and recent developments in insurance sector in India. (Theory only)
- Unit – II Types of Insurance: Life insurance – Essentials of life insurance contract – Insurance pricing – Classification of life insurance policies – Re-insurance – Double insurance – Assignments – Surrender value – Computation of premium – Settlement of Claims – Progress of life insurance business in India – Role of LIC. (Theory only)
- Unit – III Non-Life Insurance: Marine insurance – Marine losses – Types of marine insurance – Settlement of claims – Progress of marine insurance – Fire insurance – Nature – Types and uses – Settlement of claims – Progress of fire insurance. (Theory only)
- Unit – IV Miscellaneous Insurance: Health insurance – objectives – uses – Types of health insurance policies – Personal accident insurance – Settlement of claims – Employee benefits – Retirement plans – Crop insurance – salient features – Uses – Operation of crop insurance scheme – Practical problems (Theory only)
- Unit – V Investment of funds: Investment of funds – Principles – Attributes – Types of investment – Factors influencing investment decisions – Legal restrictions on investments by LIC and GIC – Prospects of insurance business in India – Global scenario- Prospects of insurance.(Theory only)

**REFERENCE BOOKS:**

1. George E.Rejda, Principles of Risk management and Insurance (Ninth Ed.) Pearson education, Inc. and Dorling Kindersley Publishing Inc. Delhi.
2. Gupta, P.K., Insurance and Risk Management, Himalaya Publishing House, Hyderabad.
3. Mathew, J.J., Insurance: Principles and Practice, RBSA Publishers, Jaipur.
4. Mishra, M.N., and Mishra, S.B., Insurance Principles and practice, S.Chand & Co., Ltd., New Delhi.
5. Nalini Prava Tiripathy and Prabir pal, Insurance: Theory and prace, PHI Learning Pvt., Ltd., New Delhi.
6. Periasamy, P., and Veera Selvam, Risk and Insurance Management, Vijay Nicole Imprints Ltd., Chennai.
7. Periasamy, P., Principles and practice of Insurance, Himalaya Publishing House, New Delhi.

M.Com (FM) IV Semester

**PAPER -404(b): PERSONALITY DEVELOPMENT AND SOFT SKILLS**

(Generic Elective)

(With effect from the academic year 2016-17)

Unit – I	Foundations of personality development: Concept of Personality – Dynamics and trait theory of personality: Personality Psycho Determinants: Physical, social, educational, family, intellectual and Emotional determinants; Causes for sick personality and health Personality. (Theory only)
Unit-II	Self-awareness: Skills-self-awareness and management; communicating: Sending inter personal messages – Listening and reading non-verbal - Message – Providing feedback. (Theory only)
Unit- III	Motivating: Goal setting – Coaching, counseling and mentoring – Empowering people through delegation - Leading: Politicking - Persuading - Applying Leadership style – Managing Change. (Theory only)
Unit- IV	Teaming: Working with teams – Running meetings – Valuing diversity: Problem solving: Ethical decisions making - Creative problem solving – Resolving conflicts – Negotiation. (Theory only)
Unit- V	Self-esteem: Characteristics – Causes of low self-esteem – Steps to build Positive Self-esteem; Attitude: Steps in building positive attitude; interpersonal skills; Steps in developing a positive Personality. (Theory only)

**REFERENCE BOOKS:**

1. Elizabeth B. Hurlock, Personality Development, Tata McGraw Hill, New Delhi-2009.
2. Stephen P. Robbins and Philip L Hunsaker, Training in interpersonal skills, Person Education, New Delhi.
3. Shiv Khera, You can wing, Macmillan Publications, New Delhi.
4. Robert M. Sherfield. Rhonda J.Montgomery, patrica G.Moody, Developing soft skills, Person education, New Delhi, 2009
5. Biswajit Das Ipseeta Satpathy, Business Communication & Personality Development, Excel Publication, New Delhi.

M.Com (FM) IV Semester

**PAPER -404(c): MERGERS AND ACQUISITIONS**  
(Generic Elective)

(With Effect from the academic year 2016-17)

Unit-I	Corporate Restructuring: Concept – Characteristics – Purposes for Restructuring – Purpose of Restructuring – Forms of Corporate Restructuring: Expansion – Contraction – Corporate Control – Changes in Ownership Structures – Constraints of Corporate Restructuring. (Theory only)
Unit-II	Mergers: Concept– Characteristics – History of Merger Waves – Reasons and Objectives of Mergers – Types of Mergers – Procedure and Steps for Merger – Legal Issues and Compliances of Merger in India – Role of Investment Banker. (Theory only)
Unit-III	Acquisitions: Concept– Characteristics – Advantages – Types of Acquisitions/Takeovers – Modes of Takeover – Takeover Provisions before SEBI – SEBI Takeover Code – Takeover tactics and strategies – Constrains to Acquisitions. (Theory only)
Unit-IV	Corporate Demergers: Concept– Types – Modes– Advantages of demergers/divisions/splits – Concept of Reverse Mergers – Provisions under Tax Laws for Reverse Merger – Requirements of reverse merger – Salient features of reverse merger under Sec.72 A. (Theory only)
Unit-V	Accounting and Tax aspects: Accounting Methods for M&A – Pooling of interest method – Purchase accounting method – Accounting practices in India – New accounting standards- Investment and Development allowance – Carry forward and set off losses and depreciation – Tax neutrality (Theory only)

**REFERENCE BOOKS:**

1. J.C. Verma, Corporate Mergers, Amalgamations & Takeovers, Bharat Law House, New Delhi
2. Nishkant Jha, Mergers, Acquisitions and Corporate Restructuring, Himalaya Publishing House, Mumbai
3. Prasad G Godbole, Mergers, Acquisitions and Corporate Restructuring, Vikas Publishing House Pvt. Ltd., Noida.
4. H.R. Machiraju, Mergers Acquisitions and Takeovers, New Age International Publishers, New Delhi.
5. Ravindhar Vadapalli, Mergers, Acquisitions and Business Valuation, Excel Books, New Delhi.
6. J.B. Gupta, Strategic Financial Management, Taxmann Publications Pvt. Ltd., New Delhi.
7. SEBI Guidelines on Mergers & Acquisitions.

M.Com (FM) IV Semester

**PAPER -404(d): E-COMMERCE**

(Generic Elective)

(With effect from the academic year 2016-17)

- UNIT-I Introduction: Concept of E-Commerce– Features– Driving forces - Benefits and limitations– Applications of E-commerce; B2B and B2C models of E-commerce – E-Commerce vs. E-Business- Regulatory framework and Future of E-commerce. (Theory only)
- UNIT-II Internet Technology : Internet vs. intranet vs. extranet –Firewalls - Internet protocols TCP/IP, HTTP, SMTP, FTP - Utility programs Telnet, Finger, Ping, Tracert - WWW – Internet features and services - Portal vs website vs. communities - HTML and web design. (Theory only)
- UNIT-III E-Payments: SET and SSL protocols and EDI; Cryptography methods – Generation of digital signature – Generation of e-cash, e-wallets, and E-cheques –Credit cards and Third Party Processors work. (Theory only)
- UNIT-IV Issues in E-Commerce: Social issues - Legal issues – Privacy issues - Ethical issues – IPR issue. (Theory only)
- UNIT-V E-Commerce Applications: Advertising – Supply chain management – Marketing research – Financial services – Publishing – Entertainment - Retailing – Trading stocks. (Theory only)

**REFERENCE BOOKS:**

1. Implementing Tally: Nadhani & Nadhani, BPB
2. Business Data processing System: P. Mohan, Himalaya
3. Business Data Processing And Accounting System: V. Srinivas, Kalyani
4. Manuals Supplied along with respective packages.

M.Com (A&F) IV Semester

**PAPER -405(a): E-BANKING OPERATIONS**

(Open Elective)

(With effect from the academic year 2016-17)

- UNIT – I Banks – Definition, Functions of banking, Types of Banks – Classification of Banks – Safety –Liquidity - -Profitability and Productibility, Reserve Bank of India – Functions of RBI- Credit Control.
- UNIT – II Regional Rural Banks (RRB) – Role of RRBs – Nature- capital –Organizations – Functions – Co-operative Banks: State Co-operative Bank- District Central Co-operative Banks- Urban Co-operative Banks.
- UNIT –III Banking services – Commercial Banks – Functions – Accepting of Deposits – Lending of funds, E-Banking, ATM Cards, Debit Cards, and Personal Identification Number – Online Enquiry and update facility – Electronic Fund Transfer – Electronic Clearing System.
- UNIT – IV E-banking in India Challenges and Opportunities -What is E- Banking? , E-Banking in India: Major Concerns, Impact of E-banking on Traditional Services, Challenges in E –Banking-Recent Initiatives – Use of E-Banking in India- E-banking and Stock Market Operations- Home Banking-Web Banking- Telephone Banking- Advantages and Disadvantages of E-banking
- UNIT- V E-banking frauds- E-banking – A paradigm Shift in Banking Services, Electronic Clearing Services, NEFT (National Electronic Funds Transfer) - Frauds in E-banking operations – The Stringent Security Measures taken by Banks

**REFERENCE BOOKS**

1. Sundaram and Varsheny, Banking Theory and Practice, Vikas Publishing House , New Delhi
2. B. Ramchandra Reddy, Emerging Challenges in E-Banking, Discovery Publishing House Pvt. Ltd., New Delhi, 2013
3. B. Ramchadra Reddy, Consumer Awareness Towards E-Banking, New Delhi, 2013
4. Meeravaransi ,2003 “ Frauds in Banks” Indian Journal of Accounting Vol.-XXXIII
5. The Banker, Mumbai (Journal)
6. Banking Finance, Kolkatha (Journal).



M.Com (FM) IV Semester

**PAPER -405(b): SECURITY MARKET OPERATIONS**

(Open Elective)

(With effect from the academic year 2016-17)

- UNIT – I Indian Securities Market: Meaning – Functions – Intermediaries – Role of primary market – Methods of floatation of capital – Problems of New Issues Market – IPOs – investor protection in primary market – Recent trend in Primary Market - SEBI measures for primary market. (Theory only)
- UNIT – II Secondary market: Meaning – Nature – Functions – Organization –Regulatory framework for Stock Exchanges in India – SEBI Measures for Secondary Market. (Theory only)
- UNIT- III Listing of Securities: meaning – merits and demerits – Listing requirements-procedure, fee – Listing of rights issue, bonus issue, further issue – Listing conditions of BSE and NSE – Delisting. (Theory only)
- UNIT – IV Indian Stock Exchanges: BSE –Different trading systems – Share groups – on BSE –BOLT system – Different types of settlements – Pay – in and Pay – out – Bad delivery –Short delivery – Auction – NSE – Market segments – NEAT system operations – Market types - order types and books - De –mat settlement. (Theory only)
- UNIT – V Stock Market Indices: meaning – Purpose, and consideration in developing index – Methods – market indices in India – BSE SENSEX- NSE Indices – S &P CNX Nifty. (Theory only)

**REFERENCE BOOKS**

1. Punithahvathy Pandian, Security Analysis and Portfolio Management, Vikas Publishing House Pvt. Ltd.
2. V. A. Avadhani, investment and securities Market in India, Himalaya Publishing House.
3. Prasanna Chandra, Security Analysis and portfolio management, Tata McGraw – Hill.
4. Sanjeev Agarwal, A Guide to Indian Capital Market, Bharat Publishers
5. Ravi Puliani and Mahesh Puliani, Manual of SEBI, Bharat Publication.