

Curriculum

For

UG 4th Semester, Commerce

Under

National Education Policy-2020



Cluster University Srinagar

Gogji-Bagh, Srinagar

Jammu & Kashmir, India, 1100008

Curriculum Structure for 4th Semester
In three Verticals

S.No	Vertical	Vertical 1			Vertical 2			Vertical 3		
		Accounting And Taxation			Finance			Management		
			CourseCode	Credits		CourseCode	Credits		CourseCode	Credits
1	CT 1	Higher Accounting	UGCOM22J401	3+1	Business Economics	UGCOM22J404	3+1	Behaviour in Organisations	UGCOM22J407	3+1
2	CT2	Income Tax Law and Practice-II	UGCOM22J402	4+2	Public Finance	UGCOM22J405	4+2	Public Administration-I	UGCOM22J408	4+2
3	CT3	Company Law	UGCOM22J403	4+2	Investment Management	UGCOM22J406	4+2	Business Ethics & Corporate Governance	UGCOM22J409	4+2
4	CT1	Higher Accounting (Minor)	UGCOM22N401	3+1	Business Economics (Minor)	UGCOM22N404	3+1	Behaviour in Organisations (Minor)	UGCOM22N407	3+1
Total Credits				20			20			20

*A student has to take 16 credits from ONE Major specialization/vertical compulsorily and 4 credits (Minor) from any other discipline/vertical.

Commerce Vertical I: Accounting and Taxation

S.No		Vertical 1		
		Course Title	Course Code	Credits
1	CT1	Higher Accounting	UGCOM22J401	3+1
2	CT2	Income Tax Law and Practice-II	UGCOM22J402	4+2
3	CT3	Company Law	UGCOM22J403	4+2
4	CT1	Higher Accounting (Minor)	UGCOM22N401	3+1
Total Credits				20

Higher Accounting

Higher Accounting Semester-IV	Course Code:UGCOM22J401 Nature of Course: Major/Minor
Credits: 4 (3+1)	Term End Examination: 75 Continuous Internal Assessment (CIA): 25 Total Marks: 100

Course Description:

This course is designed to provide the understanding, knowledge and perspective of higher accounting of business organizations helping students in optimal decision making. The course covers royalty, lease accounting, Hire Purchase, Branch accounting consignment, and joint venture accounting components.

Course Objectives:

1. To make students learn how the royalty accounts are prepared and how accounting for branches is done.
2. To enable the students to acquire the knowledge of accounting for Hire purchase and Instalment system.
3. To enable the learners to have full understanding of higher accounting, aspects related to recording and analyzing joint venture accounts and consignment accounts.

Course Outcome:

After undergoing through this course, the students are expected to have a clear understanding, knowledge and application of the Higher accounting skills as used in the business organizations related to the above methods of accounting.

Unit I: Accounting for Royalty and Branches

- i) **Royalty Accounting:** Meaning, features, important concepts, Short Workings, recoupment of Short Working—Accounting Treatment, Journal Entries and Ledger Accounts including minimum rent account in the books of lessor and lessee (Including problems).
- ii) **Branch Accounting:** Meaning of Branch Accounts-Objectives and Advantages of Branch Accounting Types of Branches – Meaning and features of Dependent Branches, Independent

Branches and Foreign Branches-Methods of maintaining books of accounts by the Head Office Debtors System- ascertainment of Profit or Loss of Branch under Debtors System (Including problems).

Unit II: Accounting for Hire Purchase and Instalment System

- i) **Hire Purchase System:** Meaning, features, important concepts, Accounting for Hire Purchase Transactions: Journal entries and ledger accounts in the books of Hire Vendors and Hire purchaser for large value items including default and repossession, stock and debtors system (Including problems).

- iii) **Instalment purchase System:** Meaning, features, important concepts, Journal entries, and ledger accounts in the books of Buyer and vendor (Including problems).

Unit III: Accounting for Joint Venture and Consignment

- i) **Joint Venture** - Meaning, Features, Important Concepts, Accounting Procedure - Methods of keeping records for Joint Venture Accounts, Method of Recording Joint-Venture Books - Separate set of Books Method - Joint Bank Account-Memorandum Joint Venture Account (Including Problems).
- ii) **Consignment:** Introduction – Meaning, Features– Consignor – Consignee – Goods Invoiced at Cost Price –Goods Invoiced at Selling Price, Difference between Joint Venture and Consignment. Journal Entries & Ledger Accounts in the books of Consignor and Consignee (Including problems).

Unit IV: Tutorial/Practical Continuous Internal Assessment

The instructor will conduct tutorial sessions, provide assignments, administer case studies, organize presentations, and administer quizzes from the above topics and based on this these shall evaluate the students to check their knowledge, skill, and comprehension.

Suggested Readings:

1. Robert N Anthony, David Hawkins, Kenneth A. Merchant, *Accounting: Text and Cases*. McGraw Hill Education.
2. Charles T. Horngren and Donna Philbrick, *Introduction to Financial Accounting*, Pearson Education.
3. J.R. Monga, *Financial Accounting: Concepts and Applications*. Mayur Paper Backs, New Delhi.
4. M.C. Shukla, T.S. Grewal and S.C. Gupta. *Advanced Accounts*. Vol.-I. S. Chand & Co., New Delhi.
5. S.N. Maheshwari, and. S. K. Maheshwari. *Financial Accounting*. Vikas Publishing House, New Delhi.
6. Deepak Sehgal. *Financial Accounting*. Vikas Publishing H House, New Delhi.
7. Bhushan Kumar Goyal and HN Tiwari, *Financial Accounting*, International Book House
8. Goldwin, Alderman and Sanyal, *Financial Accounting*, Cengage Learning.
9. Tulsian, P.C. *Financial Accounting*, Pearson Education.
10. *Compendium of Statements and Standards of Accounting*. The Institute of Chartered Accountants of India, New Delhi

COMPANY LAW

COMPANY LAW Semester-IV	Course Code:UGCOM22J402 Nature of Course: Major/Minor
Credits: 6 (4+2)	Term End Examination: 100 Continuous Internal Assessment (CIA): 50 Total Marks: 150

Course Description:

This course is designed to provide the understanding, knowledge and perspective of Company Law. The course covers Company Formation and Conversion, Company Members and Managerial Persons, Meetings, Preparation and presentation of Reports and E-Filings.

Course Objectives:

1. To acquire the legal knowledge of the Indian Companies Act 2013.
2. To learn the procedural aspects of the Indian Companies Act 2013.

Course Outcome:

After going through the course, the students are expected to have a clear understanding, knowledge of the Companies Act 2013. They should be in a position to give consultations for formation and running of Joint Stock Companies in light of Companies Act, 2013.

Unit-I: Company Formation and Conversion

Choice of Form of Business Entity, Conversion Re-conversion of One Form of Business Entity into Another, Incorporation of Private Companies, Public Companies Limited by Guarantee and Unlimited Companies and their Conversions/ Re-conversion/Re-registration, Formation of Nidhi Companies, Producer Companies and Mutual Benefit Funds, Commencement of Business and New Business, Pre Incorporation Agreements and Contracts-Formation of Non-Profit Companies, Procedure Relating to Foreign Companies Carrying on Business in India, Memorandum and Articles of Association, Alteration of Memorandum of Association, Name Clause, Situation of Registered Office Clause, Objects Clause, Capital Clause and Liability Clause-Alteration of Articles of Association and its effects.

Unit-II: Company Members and Managerial Personnel

Procedure relating to Membership, Transfer and Transmission, Induction of Members, Nomination of Shares, Variation of Shareholders' Rights, Cessation of Membership including Dispute Resolution Transfer/Transmission, Transposition Admission of Securities in Electronic Mode – Dematerialization of Securities Compliances relating to outsider Trading and Takeovers

Obtaining DIN Directors and Managerial Personnel- Appointment, Reappointment, Resignation, Removal and Varying Terms of Appointment/Re-appointment, Payment of Remuneration to Directors and Managerial Personnel and Disclosures thereof, Compensation for Loss of Office-Waiver of Recovery of Remuneration-Making Loans to Directors, Disclosure of Interest by a Director, Holding of Office or Place of Profit by a Director/Relative-Company Secretary Appointment, Resignation and Removal.

Unit-III: Meetings

Collective Decision-Making Forums, Authority, Accountability, Delegation and Responsibility Board Meetings: Convening and Management of Meetings of Board and Committees, Preparation of Notices and Agenda Papers, General Meetings Convening and Management of Statutory Meeting, Annual and Extra-Ordinary General Meetings. Class Meetings, Creditors Meetings, Preparation of Notices and Agenda Papers, Procedure for Passing of Resolutions by Postal Ballot, Voting through Electronic Means, Conducting a Poll and Adjournment of a Meeting-Post-Meeting Formalities, Preparation of Minutes and Dissemination of Information and Decisions.

Unit-IV: Preparation & Presentation of Reports & e-Filing

Preparation of Financial Statements, Auditors Report, Directors Report, and Report on Corporate Governance. e-Filing and Filing of Returns and Documents (a) Annual Filing, i.e., Annual Accounts, XBRL Filing. Compliance Certificate, Annual Return (b) Event-Based Filing

Tutorials & Practical/ Continuous Assessment

The instructor will conduct tutorial sessions, provide assignments, administer case studies, organize presentations, and administer quizzes from the above topics and based on this these shall evaluate the students to check their knowledge, skill, and comprehension.

Suggested Readings:

1. Ramaniya: *Guide to the Companies Act*, Wadhwa & Company Nagpur
2. DK Jain: *E-filing of Forms & Returns*, Bharat Law House
3. Taxmann: *Guide to E-Company forms*
4. D.K Jain: *Company Law Procedures*, Bharat Law House
5. Taxmann: *Company Rules & Forms Companies Act, 2013 and Rules made there under.*

Note: Latest Edition of the Readings may be used

Income Tax Law & Practice-II

Income Tax Law & Practice-II Semester IV	Course Code:UGCOM22J403 Nature of Course: Major/Minor
Credits: 6 (4+2)	Term End Examination: 100 Continuous Internal Assessment (CIA): 50 Total Marks: 150

Course Description:

This course is designed to provide the understanding, knowledge and perspective of Direct Tax as applied in India. The course covers computation of tax and assessment of income under the head-Salaries, House Propriety, Business and Profession, Capital Gains and Other Sources.

Course Objectives:

1. To acquire the ability to analyze and interpret the provisions of Income Tax Act 1961
2. To enable the students to assess individuals with regard to the above heads of Income.

Course Outcome:

After going through this course, the students are expected to have a clear understanding, knowledge and application of the provisions of Income Tax Act 1961 with regard to Salaries, Income from House Propriety, Income from business and Profession, Income from Capital Gains and Income from other sources.

Unit I: Income under the Head Salaries

Basis of Charge, due basis of Taxation, Computation of salary in the grade system, Employer and employee relationship, salary received from former employer for consideration for taxability of salary, Salary u/s 17(1), Allowances, Perquisites u/s 17(2), valuation of perquisites, Profit in lieu of or in addition to salary, gratuity. Commuted value of pension, retrenchment compensation, statutory provident fund/PPF/RPF, HRA, Deductions allowed u/s 16.

Unit II:**a. Income from House Property**

Concept of property, Annual value of a property u/s 23, determining the annual value u/s 23, Deduction u/s 24, Unrealized rent received u/s 25AA, Arrears of rent received u/s 25B

b. Income from Business and Profession: Meaning of Business & Profession, Income chargeable under the head Profits & gains of business or profession, Incomes not taxable under the head Profits and gains of business or profession, Expenditures allowed as deduction 176, Specific Deductions, Rent, rates, taxes, repairs & insurance for building, Repairs & insurance of machinery, plant & furniture, Depreciation, Additional depreciation, Investment in new plant or machinery in notified backward area, Scientific Research. Insurance premium for stocks & stores General deductions, Disallowed Expenditure, Maintenance of books of account, Tax Audit

Unit III:**a. Income from Capital Gains**

Meaning of Capital Assets, types of capital assets, transfer, cost of acquisition, cost of improvement, selling expenses, Indexing of cost, treatment of advance money received exemptions, Practical problems.

b. Income from Other Sources:

Basis of Chargeability, Casual Income Winning from lotteries, crossword puzzles, etc, Method of grossing up of income/Conversion of income received into gross income in case of casual income, Income from machinery, plant or furniture let-on hire. Income from machinery, plant or furniture let on hire along with building (Composite Rent), Deductions allowed against income, Family pension, Gift, Share premium in excess of fair market value of share, Income by way of interest received on compensation or on enhanced compensation, Interest on Securities, Avoidance of tax by certain transaction in securities, Loss on transfer of securities adjusted with income on securities (Dividend Stripping), Bonus Stripping, Dividend, Specific disallowance, Deemed Profits.

Unit IV: Set-off and Carry Forward of Losses:

Set-off of losses of current previous year u/s 70, Carry forward and set-off losses, Problems on set-off and carry forward of losses, Deductions in Computing Total Income: Deductions u/s 800, 800CC and 80CCD, 80D, 80E, 80TTA, 80TTB. 800

Tutorials & Practical/ Continuous Assessment

The instructor will conduct tutorial sessions, provide assignments, administer case studies, organize presentations, and administer quizzes from the above topics and based on this these shall evaluate the students to check their knowledge, skill, and comprehension.

Suggested Readings:

1. Ahuja, Dr Girish & Gupta, Dr. Ravi, *Professional Approach to Direct Taxes, Law and Practice*, latest edition, Bharat Publication Law House Pvt. Ltd., New Delhi
2. Ahuja, Dr Girish & Gupta, Di Ravi, *Taxation of Capital Gain*, latest edition, Bharat Publication, New Delhi
3. Chaturvedi, K. & Pithisarna, S.M. *Companion to Income Tax Law*, latest edition, Vol. 6A(1)&(2),
4. Rajratnam, S (Rev), Sampath Iyengar's *Law of Income Tax*, latest edition, Vol 1-8, Bharat Publication, New Delhi
5. Singhanian, Dr. V & Singhanian, Dr. K: *Direct Taxes, Law and Practice*, latest edition. Taxman Publication Pvt. Ltd., New Delhi

Online Readings/Supporting Material:

1. Finance Act for the relevant assessment year.
2. CBDT Circulars
3. Latest Court Judgments for the relevant Assessment year

Note: Latest Edition of the Readings may be used

Higher Accounting

Higher Accounting Semester-IV	Course Code:UGCOM22N401 Nature of Course: Major/Minor
Credits: 4 (3+1)	Term End Examination: 75 Continuous Internal Assessment (CIA): 25 Total Marks: 100

Course Description:

This course is designed to provide the understanding, knowledge and perspective of higher accounting of business organizations helping students in optimal decision making. The course covers royalty, lease accounting, Hire Purchase, Branch accounting consignment, and joint venture accounting components.

Course Objectives:

4. To make students learn how the royalty accounts are prepared and how accounting for branches is done.
5. To enable the students to acquire the knowledge of accounting for Hire purchase and Instalment system.
6. To enable the learners to have full understanding of higher accounting, aspects related to recording and analysing joint venture accounts and consignment accounts.

Course Outcome:

After undergoing through this course, the students are expected to have a clear understanding, knowledge and application of the Higher accounting skills as used in the business organizations related to the above methods of accounting.

Unit I: Accounting for Royalty and Branches

- iii) **Royalty Accounting:** Meaning, features, important concepts, Short Workings, recoupment of Short Working—Accounting Treatment, Journal Entries and Ledger Accounts including minimum rent account in the books of lessor and lessee (Including problems).
- iv) **Branch Accounting:** Meaning of Branch Accounts-Objectives and Advantages of Branch Accounting Types of Branches – Meaning and features of Dependent Branches, Independent

Branches and Foreign Branches-Methods of maintaining books of accounts by the Head Office Debtors System- ascertainment of Profit or Loss of Branch under Debtors System (Including problems).

Unit II: Accounting for Hire Purchase and Instalment System

- i) **Hire Purchase System:** Meaning, features, important concepts, Accounting for Hire Purchase Transactions: Journal entries and ledger accounts in the books of Hire Vendors and Hire purchaser for large value items including default and repossession, stock and debtors system (Including problems).
- iii) **Instalment purchase System:** Meaning, features, important concepts, Journal entries, and

ledger accounts in the books of Buyer and vendor (Including problems).

Unit III: Accounting for Joint Venture and Consignment

- iii) **Joint Venture** - Meaning, Features, Important Concepts, Accounting Procedure - Methods of keeping records for Joint Venture Accounts, Method of Recording Joint-Venture Books - Separate set of Books Method - Joint Bank Account-Memorandum Joint Venture Account (Including Problems).
- iv) **Consignment**: Introduction – Meaning, Features– Consignor – Consignee – Goods Invoiced at Cost Price –Goods Invoiced at Selling Price, Difference between Joint Venture and Consignment. Journal Entries & Ledger Accounts in the books of Consignor and Consignee (Including problems).

Unit IV: Tutorial/Practical Continuous Internal Assessment

The instructor will conduct tutorial sessions, provide assignments, administer case studies, organize presentations, and administer quizzes from the above topics and based on this these shall evaluate the students to check their knowledge, skill, and comprehension.

Suggested Readings:

11. Robert N Anthony, David Hawkins, Kenneth A. Merchant, *Accounting: Text and Cases*. McGraw Hill Education.
12. Charles T. Horngren and Donna Philbrick, *Introduction to Financial Accounting*, Pearson Education.
13. J.R. Monga, *Financial Accounting: Concepts and Applications*. Mayur Paper Backs, New Delhi.
14. M.C. Shukla, T.S. Grewal and S.C. Gupta. *Advanced Accounts*. Vol.-I. S. Chand & Co., New Delhi.
15. S.N. Maheshwari, and. S. K. Maheshwari. *Financial Accounting*. Vikas Publishing House, New Delhi.
16. Deepak Sehgal. *Financial Accounting*. Vikas Publishing H House, New Delhi.
17. Bhushan Kumar Goyal and HN Tiwari, *Financial Accounting*, International Book House
18. Goldwin, Alderman and Sanyal, *Financial Accounting*, Cengage Learning.
19. Tulsian, P.C. *Financial Accounting*, Pearson Education.
20. *Compendium of Statements and Standards of Accounting*. The Institute of Chartered Accountants of India, New Delhi

Vertical-II

Finance

S.No		Vertical 2		
		Course Title	CourseCode	Credits
1	CT1	Business Economics	UGCOM22J404	3+1
2	CT2	Public Finance	UGCOM22J405	4+2
3	CT3	Investment Management	UGCOM22J406	4+2
4	CT1	Business Economics (Minor)	UGCOM22N404	3+1
Total Credits				20

Business Economics

Business Economics Semester-IV	Course Code:UGCOM22J404 Nature of Course Major/Minor
Credits: 4 (3+1)	Term End Examination: 75 Continuous Internal Assessment (CIA): 25 Total Marks: 100

Course Description:

This course is designed to acquaint students with the application of economics in business firms to make decisions regarding understanding and forecasting consumer demand, optimization of firms' production, and pricing decision in various kinds of markets.

Course Objectives:

1. To make students understand the basic concepts and application of economics in business organization.
2. To make students comprehend how firms optimize these production process.
3. To acquaint students regarding complexities of pricing decisions in various forms of the market.

Course Outcome:

The students are expected to have clear grasp regarding the applications of economic concepts, techniques and methods in business organization and enhance their decision making capabilities as managers.

Unit I: Introduction to Managerial Economics

Meaning Nature and Scope of Managerial Economics, Uses and Imitations, Firm Nature, Objectives & Rationale, The Concept of Economic Profit Economics & Decision-Making Production Function and Cost Analysis Concept of production function. Law of Variable Proportions Law of returns to scale Properties of Cob Douglas and CE's production functions Cost minimizing input choice Short run and Long run cost function- traditional and modern approach.

Unit-II: Pricing in Perfect Competition

Pricing in Perfect Competition, Characteristics & Key Assumptions of Perfect Competition, The Equilibrium Price, Price-Output Decisions in Short-run: Total Revenue Total Cost Approach & Marginal Revenue Marginal Cost Approach, Losses & Shut Down Decision, Profit-Maximizing, Output in Long-run, Pricing in Monopoly, Characteristics of Monopoly, Price-output Decision in Short-Run, Price- Output Decision In Long-Run. Technical Inefficiency & Rent Seeking.

Unit-III Pricing in Oligopoly

Pricing in Oligopoly, Rivalry & Mutual Independence. Price Rigidity. The Kinked Demand Curve Model Interdependence. The Cournot Model. Special Pricing Strategies, Price Leadership, Cartels & Collusion, Non-Price Competition, Barriers to Entry in the Market.

Monopolistic Competition Characteristics & Key Assumptions. Price Output Decision in Short Run, Price-Output Decision in Long-run.

Unit IV Tutorials & Practical/ Continuous Assessment

The instructor will conduct tutorial sessions, provide assignments, administer case studies, organize presentations, and administer quizzes from the above topics and based on this these shall evaluate the students to check their knowledge, skill, and comprehension.

Suggested Readings:

1. Raj Kumar and Kuldip Gupta: *Managerial Economics*. UDH Publishers and Distributors (P) Ltd
2. ML. Jhingan and J.K. Stephen: *Managerial Economics*, Vrinda Publications (P) Ltd
3. LC Gupta: *Managerial Economics*, Himalaya Publishing House
4. SL Gupta and D D Chaturvedi: *Business Economics*, International Book House
5. Datt and Sundharam: *Indian Economy*, S. Chand
6. Varshnes R. & Maheshwari K. L.: *Managerial Economics*, Sultan Chand
7. Jeol Dean: *Managerial Economics*, Prentice Hall of India

Note: Latest editions of textbooks may be used.

Public Finance

Public Finance Semester-IV	Course Code:UGCOM22J405 Nature of Course: Major/Minor
Credits: 6 (4+2)	Term End Examination: 100 Continuous Internal Assessment (CIA): 50 Total Marks: 150

Course Description:

The course is designed to familiarize the students with fundamentals as well as advanced aspects of Public Finance. The course deals with the sources of public revenue and its application in the welfare of citizens. The course also deals with the concept of public debt and its implications in framing the fiscal policy of a country.

Course Objectives:

1. To make the students understand various components of public finance and their relevance in the development of a nation.
2. To acquaint the students about the various sources of government revenue and their importance and implications.
3. To highlight the concept of deficit financing and need for raising public debt especially in developing economies.

Course Outcome:

The students are expected to understand the fiscal policy of a nation and its relevance and implications in business decision making.

Unit 1 Introduction

Meaning and Scope of Public finance, Functions of Public Finance, Public Finance vs. Private Finance. The Principles of Maximum Social Advantage - Dalton's Tests of Social Advantage.

Fiscal Policy: The Concept of Sound Finance (Balanced Budget Approach) and the Concept of Functional Finance (Unbalanced Budget Approach) Instruments of Fiscal Policy, Role of Fiscal Policy in Developing Economies.

Unit II Revenue and Taxation

Meaning of Public Revenue, Tax Revenue and Non-Tax Revenue, Classification of Public Revenue. Canons of Taxation, Equity in Taxation, Cost of Service Principle, Benefit Principle, And Taxable Capacity, Types of Taxation. Proportional, Progressive, Regressive, and Digressive, Direct and Indirect Taxes, Characteristics of Good Tax System. Incidence of Taxation: Impact, Shifting and Incidence, Dalton's Theory of Incidence, Effects of Taxation.

Unit III Public Expenditure

Public Expenditure Meaning, Importance, and Objectives Revenue and Capital Expenditure, Development and Non-Development Expenditure Rationale of Public Expenditure, Growth of Public Expenditure, Canons of Public Expenditure and Effects of Public Expenditure Theories of Public Expenditure Maximum Social Advantage. Normative and Positive Theories, Role of Public Expenditure in Developing Economies.

Unit IV Public Debt and Deficit Financing

Public Debt: Need for Public Debt, Theories of Public Debt. Forms of Public Debt, Burden of Public Debt and Shifting of Public Debt, Redemption of Public Debt. Effects of Public Debt on Production, Distribution and Consumption.

Deficit Financing: Concept of Deficit Financing, Deficit Financing and Price Level Limits of Deficit Financing.

Tutorials & Practical/ Continuous Assessment

The instructor will conduct tutorial sessions, provide assignments, administer case studies, organize presentations, and administer quizzes from the above topics and based on this these shall evaluate the students to check their knowledge, skill, and comprehension.

Suggested Readings:

1. Atkinson, A and Stiglitz J.: *Lectures in Public Economics*, McGraw Hill
2. Bailey, S.J: *Public Sector Economics*, Palgrave Macmillan
3. Goode. R.: *Government Finance In Developing Countries*, Brookings Institution Press.
4. Herber B.P: *Modern Public Finance*, Silver Arch Books
5. Jha R.: *Modern Public Economics*, Routledge, London
6. Gupta J. R. (2011): *Public Economics in India: Theory and Practice*. Atlantic Publishers.
7. Jha, Raghendra (2010): *Modern Theory of Public Finance* New Age International Pvt Ltd India

Note: Latest editions of textbooks may be used.

Investment Management

Investment Management Semester-IV	Course Code:UGCOM22J406 Nature of Course: Major/Minor
Credits: 6 (4+2)	Term End Examination: 100 Continuous Internal Assessment (CIA): 50 Total Marks: 150

Course Description:

The course highlights the various facets of investments and different types of financial securities markets. It also covers the details about investing in popular financial securities.

Course Objectives:

1. To provide the students the basic framework of investment avenues in the financial market.
2. To highlight the trading mechanism in stock markets.

Course Outcome:

The students are expected to get acquainted with the various investment opportunities and the mechanism of the securities transactions.

Unit-I: Introduction

Investment: Scope, Attributes, & Process. Investment, Speculation & Gambling Types of Investments Short-Term, Common Stock, Fixed Income Securities, Mutual Fund, Exchange Traded Funds, Hedge Funds & Derivatives Securities. Security Market & Transactions: Broker Markets & Dealer Markets General Market Condition Bull & Bear Markets Types of Securities Transactions: Long Purchase, Margin Trading & Short Selling

Unit-II: Investment Research & Planning

Investment Research & Planning: Types & Sources of Information. Stock Market Averages & Indices, Bond Market Indicators. Making Securities Transactions, The Role of Stockbrokers, Basic Types of Orders, Online Transactions & Transaction Costs. Risk & Return. Historical Return & Historical Risk, Measuring Expected (Ex Ante) Return & Risk-Free & Required Returns, Trade-off between Risk & Return.

Unit-III Investing in Financial Assets

Investing in Equity Shares: Characteristic, Buying & Selling, Equity Shares & Dividends: Types of Dividends, Analyzing Equity Securities: Security Analysis, Economic Analysis & Industry Analysis.

Investing in Debentures or Bonds: Debenture Interest, Principal & Maturity Date, Secured &

Unsecured Debt. Debenture Rating, Debenture Price Behaviour. Debenture Valuation: Annual & Semi-Annual Compounding. Current Yield, Yield to Maturity & Yield To Call.

Unit-IV: Mutual Funds

Investing in Mutual Funds: Entities in Mutual Fund Operation. Types of Mutual Fund Schemes. Open-ended & Close Ended, Equity Schemes, Debt Schemes & Hybrid Schemes. Mutual Fund Regulations: Mutual Funds & Tax considerations. Mutual Fund Evaluation & Costs of Investing in Mutual Funds.

Tutorials & Practical/ Continuous Assessment

The instructor will conduct tutorial sessions, provide assignments, administer case studies, organize presentations, and administer quizzes from the above topics and based on this these shall evaluate the students to check their knowledge, skill, and comprehension.

Suggested Readings:

1. Smart S B. Gitman, LJ & Joehnk., M D: *Fundamentals of Investing*, Pearson Publication New York
2. Bodle Z Kane E & Marcus LJ: *Essentials of Investments*, Tata Mc-Graw Hill. New York
3. Chandra P: *Investment Analysis & Portfolio Management* Tata Mc-Graw Hill, New Delhi
4. Reilly F.K. Brown, KC & Leeds, S. J.: *Investment Analysis & Portfolio Management*. Cengage Learning, United Kingdom.

Note: Latest editions of textbooks may be used.

Business Economics

Business Economics Semester-IV	Course Code:UGCOM22N404 Nature of Course Major/Minor
Credits: 4 (3+1)	Term End Examination: 75 Continuous Internal Assessment (CIA): 25 Total Marks: 100

Course Description:

This course is designed to acquaint students with the application of economics in business firms to make decisions regarding understanding and forecasting consumer demand, optimization of firms' production, and pricing decision in various kinds of markets.

Course Objectives:

4. To make students understand the basic concepts and application of economics in business organization.
5. To make students comprehend how firms optimize these production process.
6. To acquaint students regarding complexities of pricing decisions in various forms of the market.

Course Outcome:

The students are expected to have clear grasp regarding the applications of economic concepts, techniques and methods in business organization and enhance their decision making capabilities as managers.

Unit I: Introduction to Managerial Economics

Meaning Nature and Scope of Managerial Economics, Uses and Imitations, Firm Nature, Objectives & Rationale, The Concept of Economic Profit Economics & Decision-Making Production Function and Cost Analysis Concept of production function. Law of Variable Proportions Law of returns to scale Properties of Cob Douglas and CEs production functions Cost minimizing input choice Short run and Long run cost function- traditional and modern approach.

Unit-II: Pricing in Perfect Competition

Pricing in Perfect Competition, Characteristics & Key Assumptions of Perfect Competition, The Equilibrium Price, Price-Output Decisions in Short-kun: Total Revenue Total Cost Approach & Marginal Revenue Marginal Cost Approach, Losses & Shut Down Decision, Profit-Maximizing, Output in Long-run, Pricing in Monopoly, Characteristics of Monopoly, Price-output Decision in Short-Run, Price- Output Decision In Long-Run. Technical Inefficiency & Rent Seeking.

Unit-III Pricing in Oligopoly

Pricing in Oligopoly, Rivalry & Mutual Independence. Price Rigidity. The Kinked Demand Curve Model Interdependence. The Cournot Model. Special Pricing Strategies, Price Leadership, Cartels & Collusion, Non-Price Competition, Barriers to Entry in the Market.

Monopolistic Competition Characteristics & Key Assumptions. Price Output Decision in Short Run, Price-Output Decision in Long-run.

Unit IV Tutorials & Practical/ Continuous Assessment

The instructor will conduct tutorial sessions, provide assignments, administer case studies, organize presentations, and administer quizzes from the above topics and based on this these shall evaluate the students to check their knowledge, skill, and comprehension.

Suggested Readings:

1. Raj Kumar and Kuldip Gupta: *Managerial Economics*. UDH Publishers and Distributors (P) Ltd
2. ML. Jhingan and J.K. Stephen: *Managerial Economics*, Vrinda Publications (P) Ltd
3. LC Gupta: *Managerial Economics*, Himalaya Publishing House
4. SL Gupta and D D Chaturvedi: *Business Economics*, International Book House
5. Datt and Sundharam: *Indian Economy*, S. Chand
6. Varshnes R. & Maheshwari K. L.: *Managerial Economics*, Sultan Chand
7. Jeol Dean: *Managerial Economics*, Prentice Hall of India

Note: Latest editions of textbooks may be used

Vertical-III Management

S.No		Vertical 3		
		Course Title	CourseCode	Credits
1	CT1	Behaviour in Organisations	UGCOM22J407	3+1
2	CT2	Public Administration-I	UGCOM22J408	4+2
3	CT3	Business Ethics & Corporate Governance	UGCOM22J409	4+2
4	CT1	Behaviour in Organisations (Minor)	UGCOM22N407	3+1
		Total Credits		20

Behaviour in Organisations

Behaviour in Organisations Semester-IV	Course Code:UGCOM22J407 Nature of Course Major/Minor
Credits: 4 (3+1)	Term End Examination: 75 Continuous Internal Assessment (CIA): 25 Total Marks: 100

Course Description:

This course is designed to provide the understanding, knowledge and perspective of behaviour in business organizations to students which will help them in the decision making. The course covers basics of organisational behaviour, understanding diversity, perception, learning, motivation, leadership and group dynamics.

Course Objectives:

1. To enable the learners to have full understanding of organisational behaviour aspects related to Management Role, Interpersonal roles and different theories of Management
2. To make the student understand how the diversity, personality and attitudes influence the behaviour of personnel in organisation.
3. To enable the students, acquire the knowledge of different theories with regard to perception Learning and motivation.

Course Outcome:

After going through this course, the students are expected to have a clear understanding of behaviour skills as used in the business organizations.

Unit 1: Introducing Organizational Behaviour

Definition of Organizational Behaviour, Management Roles, Interpersonal Rules, Informational Roles, Decision Roles, Management Skills, Technical Skills, Human Skills. Conceptual Skills Historical Development of Organizational Behaviour Scientific Management Movement: Hawthorne Studies: Theory X and Theory Y Theory: Z Contributions of Other Disciplines to Organizational Behaviour Models of Organizational Behaviour. The Autocratic Model, the Custodial Model: The Supportive Model. The Collegial Model Significance of Organizational Behaviour: Development of Skills, Organizational Performance, Employability Skills that Apply across Majors.

Unit II: Understanding Diversity, Personality & Attitudes

Meaning of Personality: Determinants: Heredity, Environment: Situation - Other Personality Attributes that influence Organizational Behaviour: Locus of Control: Machiavellianism. Self-Esteem. Self-Monitoring. Risk Taking. Type A Personality, The Myers-Briggs Type Indicator Big Five Personality Traits - Concept of Attitudes. Sources of Attitudes, Types of Attitudes, Attitudes and consistency. Cognitive Dissonance-Theory Understanding Emotions & Moods, Emotional

Intelligence, Types of Emotions, the Nature of Moods.

Unit III: Perception, Learning & Motivation

Meaning and Significance of Perception - Information Process and Perceptual process- Common Perceptual Distortions- Learning: The Theoretical Process of Learning: Classical Conditioning, Operant Conditioning and the Law of Effect. Social Learning –Positive Reinforcement, Negative Reinforcement, Punishment: Extinction- Definition of Motivation - Theories of Motivation Maslow's Hierarchy of Needs, Herzberg's Two-Factor Theory of Motivation: Vroom's Expectancy Theory of Motivation: Equity Theory.

Unit-IV Tutorials & Practical/ Continuous Assessment

The instructor will conduct tutorial sessions, provide assignments, administer case studies, organize presentations, and administer quizzes from the above topics and based on this these shall evaluate the students to check their knowledge, skill, and comprehension.

Suggested Readings:

1. Weihrich & Koonty, *Essentials of Management*, TMH, 19100.
2. Robbins. P, *Essential of Organizational Behaviour*, 10th Ed, PHI,
3. Fred Luthans, *Organizational Behavior*, 11th Ed, TMH, 2006.
4. K. Aswathappa, *Organizational Behavior*, 5th Ed, Himalaya Publishers,
5. L. M. Prasad, *Principles and Practice of Management*, 7th Ed. S Chand Publishers
6. Sridharan Bhat *Management and Behavioral Process*, Text and Cases, Himalaya Publishers

Note: Latest Edition of the Readings may be used.

Public Administration-I

Public Administration-I Semester-IV	Course Code:UGCOM22J408 Nature of Course Major/Minor
Credits: 6 (4+2)	Term End Examination: 100 Continuous Internal Assessment (CIA): 50 Total Marks: 150

Course Description:

This Course provides a comprehensive study of public administration, focusing on both traditional management theories and modern approaches. It equips students with the necessary knowledge and skills for various roles within the public sector, including leadership, management, and administrative positions in government and non-profit organizations. Students will explore the evolution of public administration, examine classical management theories such as scientific management and bureaucratic management and delve into modern management theories like systems theory and strategic management.

Course Objectives:

1. Equip the learners with the necessary skills and knowledge to excel in diverse roles within the public sector encompassing leadership, management, and administrative positions in governmental and non-profit organizations
2. Instil within our students the values of public service and professional ethics, cultivating a strong sense of integrity and responsibility
3. Fostering dedication to government and social institutions amidst the dynamic and evolving public landscape, encouraging students to actively contribute to positive change

Course Outcome:

At the end of the course, students are expected to imbibe the necessary skills and knowledge to perform various roles in the business organizations. Moreover, it will educate students more on the foundational principles and practical skills of generalist public management, providing them with a comprehensive understanding of the field.

Unit I: Evolution of Management Thought

Evolution of Management Thought and Industrial Revolution, Early Management Thinkers

Robin Owen, Charles Babbage, Henry Metcalf, Henry Robinson Towne, and Charles Dupin

Unit II: Classical Theories

Background and Meaning of Classical Theories: Bureaucratic, Administrative, and Scientific Management. Max Weber Bureaucracy Theory, Elements, Merits, and Demerits. H. Fayol Administrative Theory-Concept, Elements, Principles, criticism, F.W Taylor's Scientific Management Theory concept, Elements, Principles, Merits, and criticism, Comparison Fayol and Taylor

Background and Meaning of Neo-Classical Theories, Elements of Neo-Classical Theories, Human Relations Perspective and Behavioural Science Perspective, Elton Mayo's Hawthorne experiments, Bank Wiring, Mass interview, Behavioral perspective Herzberg and McGregor's theories

Unit-IV Modern Management Theories

Background of Modern Management Theories, Concept and Elements of Quantitative Management Approach, Systems Approach- Understanding organizations as complex systems, Contingency Approach- Matching management approaches to specific situations Operational Approach Concept and fundamental beliefs of operational management approach to Management

Tutorials & Practical/ Continuous Assessment

The instructor will conduct tutorial sessions, provide assignments, administer case studies, organize presentations, and administer quizzes from the above topics and based on this these shall evaluate the students to check their knowledge, skill, and comprehension

Suggested Readings:

- 1 *Administrative Thinkers* by Prasad and Prasad
2. *Indian Public Administration*-Arora and Goyal
3. *New Horizons of Public Administration*-Mohit Bhattacharya
4. *Public Administration* Fadia and Fadia
5. Wehrich & Koonty, *Essentials of Management*, TMI, 19100,
6. Robbins. P. *Essential of Organizational Behaviour*, 10th Ed, PIII, 2010.
7. Fred Luthans, *Organizational Behavior*, 11th Ed, TMH, 2006.
- 8 K. Aswathappa, *Organizational Behavior*, 5th Ed, Himalaya Publishers, 2001.
9. L. M. Prasad. *Principles and Practice of Management*, 7th Ed. S. Chand Publishers, 2007.

Note: The latest Edition of the Readings may be used

Business Ethics & Corporate Governance

Business Ethics & Corporate Governance Semester-IV	Course Code:UGCOM22409 Nature of Course Major/Minor
Credits: 6 (4+2)	Term End Examination: 100 Continuous Internal Assessment (CIA): 50 Total Marks: 150

Course Description:

Business ethics refers to the study and application of moral principles and values in the context of business activities and decision-making. It deals with the ethical dilemmas and moral issues that arise in the conduct of business operations. This curriculum covers a broad range of topics for the student to understand the knowledge and skills necessary to recognize, analyse, and resolve ethical issues in business, thereby preparing them to become ethical and responsible business professionals who contribute positively to society and the business world and ensures students to understand the effective decision-making and oversight mechanisms within an organization. This includes the composition and role of the board of directors, executive compensation, and shareholder rights.

Course Objectives:

1. To determine and apply the concept of Business ethics in key business decisions.
2. To analyse the theories on Ethics and the role of Ethics in various managerial areas.
3. To appraise the concept and importance of Corporate Governance in businesses.

Course Outcome:

At the end of the course, students should be able to understand the ethical dimensions of business decision-making and develop an understanding of corporate governance.

Unit I: Introduction to Business Ethics

An understanding of Ethics, Meaning of Ethics, Ethical Performance, Types of Ethics, Sources of Ethics, Importance and Scope of Ethics, Ethical Codes, Managing Ethics, Principles of Ethics, Ethical Dilemmas, Kohlberg's Model and Ethical Decision-Making. Morality and Ethics, Ethics and Values, Causes of Unethical Behavior and Ethical Abuses in Organisations, Principles of Professional Ethics, Principles of Work Ethics.

Unit II: Values, Norms, Beliefs, and Standards

Definition of Business Ethics, Characteristics of Business Ethics, Need and Importance of Business Ethics, Factors influencing Business Ethics, Objectives of Business Ethics, Principles of Business Ethics, Sources of Business Ethics, Ethical Issues that arise for Managers, Implementation of ethical code in organizations, Code of ethics for Employees, Arguments in favour and against Business Ethics, Ethics and law, Ethics and Religion.

Unit III: Corporate Governance --

Introduction, Concept, Need and features of Corporate Governance, Evolution of Corporate governance: Principles of Corporate Governance, Corporate Governance Mechanism, Issues in Corporate Governance, Importance of Corporate Governance, Good Governance obligation to Society Customers, Employees & investors, Agency Theory, Stewardship Theory, Popular Model for Governance Indian Perspective of Corporate Governance, Green Governance E-Governance.

Unit IV: Corporate Governance Framework

India's Corporate Governance Framework, Structure and Development of Corporate Boards, Significance of Boards of Directors in Corporate Governance, Structure & Composition of Boards of Directors. The Role of Remuneration, The Indian Companies Act 2013 & Corporate Governance, International Financial Reporting Standards (IFRS), National Code on Corporate Governance (1999), Chandra Committee on Auditing and Governance.

Unit-V and Unit-VI Tutorials & Practical/ Continuous Assessment

The instructor will conduct tutorial sessions, provide assignments, administer case studies, organize presentations, and administer quizzes from the above topics and based on this these shall evaluate the students to check their knowledge, skill, and comprehension.

Suggested Book:

1. CSV Murthy, *Business Ethics (Text and Cases)*, Pub By HPH
2. Marianne M. Jennings, *Cases in Business Ethics*, Pub by Cengage Learning
3. Prof (Col) P.S. Bajaj. Di Raj Agarwal, *Business Ethics- An Indian perspective*, Pub by Biztantra
4. John R. Beatright, *Ethics and the conduct of Business*, Pub. By Pearson Education
5. Geeta Rani and RK Mishra, *Corporate Governance Theory & Practice*, Pub By Excel Books
6. V Sithapathy and Rama Devi Iyer. *Corporate Governance Practice & Procedure*, Pub By Taxmann

Note: Latest Edition of the Readings may be used.

Behaviour in Organisations

Behaviour in Organisations Semester-IV	Course Code:UGCOM22N407 Nature of Course Major/Minor
Credits: 4 (3+1)	Term End Examination: 75 Continuous Internal Assessment (CIA): 25 Total Marks: 100

Course Description:

This course is designed to provide the understanding, knowledge and perspective of behaviour in business organizations to students which will help them in the decision making. The course covers basics of organisational behaviour, understanding diversity, perception, learning, motivation, leadership and group dynamics.

Course Objectives:

4. To enable the learners to have full understanding of organisational behaviour aspects related to Management Role, Interpersonal roles and different theories of Management
5. To make the student understand how the diversity, personality and attitudes influence the behaviour of personnel in organisation.
6. To enable the students, acquire the knowledge of different theories with regard to perception Learning and motivation.

Course Outcome:

After going through this course, the students are expected to have a clear understanding of behaviour skills as used in the business organizations.

Unit 1: Introducing Organizational Behaviour

Definition of Organizational Behaviour, Management Roles, Interpersonal Rules, Informational Roles, Decision Roles, Management Skills, Technical Skills, Human Skills. Conceptual Skills Historical Development of Organizational Behaviour Scientific Management Movement: Hawthorne Studies: Theory X and Theory Y Theory: Z Contributions of Other Disciplines to Organizational Behaviour Models of Organizational Behaviour. The Autocratic Model, the Custodial Model: The Supportive Model. The Collegial Model Significance of Organizational Behaviour: Development of Skills, Organizational Performance, Employability Skills that Apply across Majors.

Unit II: Understanding Personality & Attitudes

Meaning of Personality: Determinants: Heredity, Environment: Situation - Other Personality Attributes that influence Organizational Behaviour: Locus of Control: Machiavellianism. Self-Esteem. Self-Monitoring. Risk Taking. Type A Personality, The Myers-Briggs Type Indicator Big Five Personality Traits - Concept of Attitudes. Sources of Attitudes, Types of Attitudes, Attitudes and consistency. Cognitive Dissonance-Theory Understanding Emotions & Moods, Emotional

Unit III: Perception, Learning & Motivation

Meaning and Significance of Perception - Information Process and Perceptual process- Common Perceptual Distortions- Learning: The Theoretical Process of Learning: Classical Conditioning, Operant Conditioning and the Law of Effect. Social Learning –Positive Reinforcement, Negative Reinforcement, Punishment: Extinction- Definition of Motivation - Theories of Motivation Maslow's Hierarchy of Needs, Herzberg's Two-Factor Theory of Motivation: Vroom's Expectancy Theory of Motivation: Equity Theory.

Unit-IV Tutorials & Practical/ Continuous Assessment

The instructor will conduct tutorial sessions, provide assignments, administer case studies, organize presentations, and administer quizzes from the above topics and based on this these shall evaluate the students to check their knowledge, skill, and comprehension.

Suggested Readings:

1. Wehrich & Koonty, *Essentials of Management*, TMH, 19100.
2. Robbins. P, *Essential of Organizational Behaviour*, 10th Ed, PHI
3. Fred Luthans, *Organizational Behavior*, 11th Ed, TMH, .
4. K. Aswathappa, *Organizational Behavior*, 5th Ed, Himalaya Publishers
5. L. M. Prasad, *Principles and Practice of Management*, 7th Ed. S Chand Publishers.
6. Sridharan Bhat *Management and Behavioral Process*, Text and Cases, Himalaya Publishers

Note: Latest Edition of the Readings may be used.

