



TOLANI COLLEGE OF COMMERCE

(Autonomous)

Recognised Linguistic (Sindhi) Minority Institution
(Affiliated to University of Mumbai)

Re-Accredited (3rd Cycle) by N.A.A.C. with 'A' Grade

150-151, Sher-E-Punjab Society, Guru Gobind Singh Road
Andheri (East) Mumbai-400 093

**Syllabus and Question Paper Pattern of
First Year of Bachelor of Commerce (Financial Markets)
Semester I and Semester II
Under Choice Based Credit and Grading System
(Academic Year 2021-2022)**



Semester I

| Serial no | Course Code | Course Name | Credits |
|-----------|-------------|--|-----------|
| | | Elective Courses (EC) | |
| 1 | TCC.UFMI01 | Financial Accounting- I | 03 |
| 2 | TCC.UFMI02 | Introduction to Financial system | 03 |
| 3 | TCC.UFMI03 | Business Mathematics | 03 |
| | | Ability Enhancement Courses (AEC) | |
| 4 | TCC.UFMI04 | Business Communication-I | 03 |
| | | Skill Enhancement Courses (SEC) | |
| 5 | TCC.UFMI05 | Foundation Course - I | 02 |
| | | Core Courses (CC) | |
| 6 | TCC.UFMI06 | Business Environment | 03 |
| 7 | TCC.UFMI07 | Business Economics - I | 03 |
| | | Total Credits | 20 |

Semester II

| Serial no | Course Code | Course Name | Credits |
|-----------|-------------|--|-----------|
| | | Elective Courses (EC) | |
| 1 | TCC.UFMII01 | Financial Accounting- II | 03 |
| 2 | TCC.UFMII02 | Principles of Management | 03 |
| 3 | TCC.UFMII03 | Business Statistics | 03 |
| | | Ability Enhancement Courses (AEC) | |
| 4 | TCC.UFMII04 | Business Communication-II | 03 |
| | | Skill Enhancement Courses (SEC) | |
| 5 | TCC.UFMII05 | Foundation Course - II | 02 |
| | | Core Courses (CC) | |
| 6 | TCC.UFMII06 | Environmental Science | 03 |
| 7 | TCC.UFMII07 | Computer Skills - I | 03 |
| | | Total Credits | 20 |



Programme: Bachelor of Commerce (Financial Markets)

Semester: I

Elective Courses (EC): Financial Accounting- I

Course Code: TCC.UFMI01



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|--|---------------------------------|--------------------------------|--------------|
| First Year Bachelor of Financial Markets | | Semester – I | |
| Course Name: Financial Accounting- I | | Course Code: TCC.UFMI01 | |
| Periods per week (1 Period is 48 minutes) | | 4 | |
| Credits | | 03 | |
| | | Hours | Marks |
| Evaluation System | Semester End Examination | 02 | 60 |
| | Continuous Evaluation | | 40 |

| Module. No | Details | No. of Lectures |
|-------------------|---|------------------------|
| 1 | Nature, Purpose of Accounting | 15 |
| | Meaning and scope of Accounting: Need, development & Definition of Accounting, persons interest in Accounting disclosure, branches of accounting Accounting concepts and Accounting Standards | |
| 2 | Books of Accounts | 15 |
| | Journals, ledger, subsidiary books Trial Balance, Financial Accounting framework | |
| 3 | Introduction to Financial Statements | 15 |
| | Bank Reconciliation statements Treatment of Capital & Revenue Depreciation Accounting; methods of recording depreciation and methods of providing depreciation as per AS-4 | |
| 4. | Preparation of Final Accounts | 15 |
| | Final Accounts of Sole Traders- Manufacturing Account, Trading, Profit & Loss Account and Balance sheet Final Accounts of Partnership Firm, Manufacturing Account, Trading, Profit & Loss Account and Balance sheet | |

Reference Books:

- Introduction to Accountancy by T.S. Grewal, S. Chand and Company (P) Ltd., New Delhi
- Advance Accounts by Shukla and Grewal, S. Chand and Company (P) Ltd., New Delhi
- Advanced Accountancy by R.L Gupta and M. Radhaswamy, S. Chand and Company (P) Ltd., New Delhi
- Modern Accountancy by Mukherjee and Hanif, Tata Mc. Grow Hill and Co. Ltd., Mumbai
- Financial Accounting by Lesile Chandwickh, Pentice Hall of India Adin Bakley (P) Ltd., New Delhi



- Financial Accounting for Management by Dr. Dinesh Harsalekar, Multi-Tech. Publishing Co. Ltd., Mumbai
- Financial Accounting by P.C. Tulsian, Pearson Publications, New Delhi
- Accounting Principles by R.N. Anthony and J.S. Reece, Richard Irwin, Inc
- Financial Accounting by Monga, J.R. Ahuja, Girish Ahuja and Ashok Shehgal, Mayur Paper Back, Noida
- Compendium of Statement and Standard of Accounting, ICAI
- Indian Accounting Standards, Ashish Bhattacharya, Tata Mc. Grow Hill and Co. Ltd., Mumbai
- Financial Accounting by Williams, Tata Mc. Grow Hill and Co. Ltd., Mumbai
- Company Accounting Standards by ShrinivasanAnand, Taxman, New Delhi
- Financial Accounting by V. Rajasekaran, Pearson Publications, New Delhi
- Introduction to Financial Accounting by Horngren, Pearson Publications, New Delhi
- Financial Accounting by M. Mukherjee and M. Hanif, Tata McGraw Hill Education Pvt. Ltd., New Delhi
- Financial Accounting a Managerial Perspective, Varadraj B. Bapat, MehulRaithatha, Tata McGraw Hill Education Pvt. Ltd., New Delhi



Evaluation Pattern

- I. Continuous Evaluation (CE): 40 marks (Minimum passing marks 16)**
- **Two Online MCQ Test of 20 marks each.**
- II. Semester End Examination (SEE): 60 marks. (Minimum passing marks 24)**

Question Paper Pattern

Maximum Marks: 60

Duration: 2 Hours.

All Questions are Compulsory Carrying 15 Marks each.

| Q.No | Particular | Marks |
|------|--|----------|
| Q-1 | Attempt the following: A. Full Length Practical Question (15 Marks) OR B. Full Length Practical Question (15 Marks) | 15 Marks |
| Q-2 | Attempt the following: A. Full Length Practical Question (15 Marks) OR B. Full Length Practical Question (15 Marks) | 15 Marks |
| Q-3 | Attempt the following: A. Full Length Practical Question (15 Marks) OR B. Full Length Practical Question (15 Marks) | 15 Marks |
| Q-4 | Attempt any three of the following: A. B. C. D. E. | 15 Marks |

Note: Practical question of 15 marks may be divided into two sub questions of 7/8 and 10/5 Marks. If the topic demands, instead of practical questions, appropriate theory question may be asked.



Program : Bachelor of Commerce (Financial Markets)

Semester: I

Elective Courses (EC): Introduction to Financial Systems

Course Code: TCC.UFMI02



| | | | |
|--|---------------------------------|--------------------------------|--------------|
| First Year Bachelor of Financial Markets | | Semester – I | |
| Course Name: Introduction to Financial Systems | | Course Code: TCC.UFMI02 | |
| Periods per week (1 Period is 48 minutes) | | 4 | |
| Credits | | 03 | |
| | | Hours | Marks |
| Evaluation System | Semester End Examination | 02 | 60 |
| | Continuous Evaluation | | 40 |

| Module. No | Details | No. of Lectures |
|-------------------|--|------------------------|
| 1 | Overview of Financial System | 15 |
| | An introduction to the financial system, Overview of financial system, Functions of a financial system, Evolution of financial systems (capital market oriented), Financial systems in India compared with those in developed nations and developing nations, Constituents of the financial system and interrelationships between various components | |
| 2 | Financial Markets | 15 |
| | Capital markets, Money Markets, Foreign Exchange Market, Commodity Markets, Derivative Markets, Meaning, classification and structure, sub-segments, Role played, participants | |
| 3 | Financial Regulators | 15 |
| | Meaning and features of financial regulators, Role and functions of financial regulators, Kinds of financial regulators, markets regulated by each regulator | |
| 4. | Financial Instruments | 15 |
| | Meaning and classification of financial instruments (multiple ways of classifying financial instruments), Types of financial instruments, Evaluation of financial instruments (risk return trade-off), Characteristics of financial instruments, New financial instruments | |

References Books:

- Gordon E. & Natarajan K. Financial Markets & Services, Himalaya Publishing House.
- Indian Financial System, Machiraju.R.H, Vikas Publishing House.
- Indian Financial System, Khan M.Y Tata Mcgraw Hill.
- Financial Institutions and Markets, BholeL.M, TataMcgraw Hill.
- The Indian Financial System, Desai, Vasantha Himalaya Publishing House.



Evaluation Pattern

I. Continuous Evaluation (CE): 40 marks (Minimum passing marks 16)

- **Two Online MCQ Test of 20 marks each.**

II. Semester End Examination (SEE): 60 marks. (Minimum passing marks 24)

Maximum Marks: 60

Duration: 2 Hours.

All Questions are Compulsory Carrying 15 Marks each.

| Q.No | Particular | Marks |
|-------------|--|--------------|
| Q-1 | Attempt the following: A. Full Length Question (8 Marks) B. Full Length Question (7 Marks) OR C. Full Length Question (8 Marks) D. Full Length Question (7 Marks) | 15 Marks |
| Q-2 | Attempt the following: A. Full Length Question (8 Marks) B. Full Length Question (7 Marks) OR C. Full Length Question (8 Marks) D. Full Length Question (7 Marks) | 15 Marks |
| Q-3 | Attempt the following: A. Full Length Question (8 Marks) B. Full Length Question (7 Marks) OR C. Full Length Question (8 Marks) D. Full Length Question (7 Marks) | 15 Marks |
| Q-4 | Attempt any three of the following: A. B. C. D. E. | 15 Marks |

Note: Two sub questions of 7/8 Marks can be a one question of 15 Marks.



Program : Bachelor of Commerce (Financial Markets)

Semester: I

Elective Courses (EC): Business Mathematics

Course Code: TCC.UFMI03



| | | | |
|--|---------------------------------|--------------------------------|--------------|
| First Year Bachelor of Financial Markets | | Semester – I | |
| Course Name: Business Mathematics | | Course Code: TCC.UFMI03 | |
| Periods per week (1 Period is 48 minutes) | | 4 | |
| Credits | | 03 | |
| | | Hours | Marks |
| Evaluation System | Semester End Examination | 02 | 60 |
| | Continuous Evaluation | | 40 |

| Module No. | Details | No. of Lectures |
|-------------------|---|------------------------|
| 1 | Ratio, Proportion and Percentage | 15 |
| | Ratio- Definition, Continued ratio, Inverse Ratio, Proportion - Continued proportion, Direct proportion, Inverse proportion, Variation - Inverse variation, Joint variation Percentage- Meaning and computation of percentage | |
| 2 | Profit and Loss | 15 |
| | Terms and formulae, Trade discount, Cash discount, problems involving cost price, selling price, trade discount, cash discount. Introduction to Commission and brokerage – problems on commission and brokerage | |
| 3 | Interest and Annuity | 15 |
| | Simple interest, compound interest, Equated monthly instalments, reducing balance and flat rate of interest Annuity immediate- present value and future value Stated annual rate and effective annual rate | |
| 4 | Shares and Mutual Fund | 15 |
| | Shares- Concept, face value, market value, dividend, Equity shares, preference shares, bonus shares, Mutual Fund- Simple problems on calculation of net income after considering entry load, exit load, dividend, change in net asset value | |

References Books:

- Business Mathematics, D.C. Sancheti, V.K. Kapoor, Sultan Chand
- Business Mathematics, J.K. Singh, 2009, Himalaya Publishing House.
- Mathematics for Business and Economics, J.D. Gupta, P.K. Gupta, Man Mohan, Tata McGraw-Hill
- Mathematics of Finance 2nd Edition Schaum's Tata McGraw-Hill
- Business Mathematics by Dr. Amarnath Dikshit & Dr. Jinendra Kumar Jain.
- Business Mathematics by Bari – New Literature publishing company, Mumbai
- Mathematics for Economics and Business, RS Bhardwaj, 2010, Excel Books
- Business Mathematics, Zameerudin, Qazi, V.K. Khanna & S.K. Bhambri, Vikas Publishing House



Evaluation Pattern

I. Continuous Evaluation (CE): 40 marks (Minimum passing marks 16)

- Two Online MCQ Test of 20 marks each.

II. Semester End Examination (SEE): 60 marks. (Minimum passing marks 24)

Maximum Marks: 60

Duration: 2 Hours.

All Questions are Compulsory Carrying 15 Marks each.

| Q.No | Particular | Marks |
|------|--|----------|
| Q-1 | Attempt the following: A. Full Length Question (8 Marks) B. Full Length Question (7 Marks) OR C. Full Length Question (8 Marks) D. Full Length Question (7 Marks) | 15 Marks |
| Q-2 | Attempt the following: A. Full Length Question (8 Marks) B. Full Length Question (7 Marks) OR C. Full Length Question (8 Marks) D. Full Length Question (7 Marks) | 15 Marks |
| Q-3 | Attempt the following: A. Full Length Question (8 Marks) B. Full Length Question (7 Marks) OR C. Full Length Question (8 Marks) D. Full Length Question (7 Marks) | 15 Marks |
| Q-4 | Attempt any three of the following: A. B. C. D. E. | 15 Marks |

Note: Practical question of 15 marks may be divided into two sub questions of 7/8 and 10/5 Marks. If the topic demands, instead of practical questions, appropriate theory question may be asked.



Program: Bachelor of Commerce (Financial Markets)

Semester: I

Ability Enhancement Courses (AEC): Business Communication I

Course Code: TCC.UFMI04



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|--|---------------------------------|--------------------------------|--------------|
| B. Com (Financial Markets) | | Semester – I | |
| Course Name: Business Communication I | | Course Code: TCC.UFMI04 | |
| Periods per week (1 Period is 48 minutes) | | 04 | |
| Credits | | 03 | |
| | | Hours | Marks |
| Evaluation System | Semester End Examination | 2 hours | 60 |
| | Continuous Evaluation | | 40 |

| Module. No | Details | No. of Lectures |
|-------------------|---|------------------------|
| 1 | Theory of Communication | 15 |
| | <ul style="list-style-type: none"> • Concept of Communication: Meaning, Definition, Process, Need, Feedback, Emergence of Communication as a key concept in the Corporate and Global world. Impact of technological advancements on Communication • Channels and Objectives of Communication: Channels- • Formal and Informal- Vertical, Horizontal, Diagonal, Grapevine • Objectives of Communication: Information, Advice, Order and Instruction, Persuasion, Motivation, Education, Warning, and Boosting the Morale of Employees(A brief introduction to these objectives to be given) • Methods and Modes of Communication: • Methods: Verbal and Nonverbal, Characteristics of Verbal Communication Characteristics of Non-verbal Communication, Business Etiquette • Modes: Telephone and SMS Communication 3 (General introduction to Telegram to be given) Facsimile Communication [Fax] • Computers and E- communication Video and Satellite Conferencing | |

| | | |
|----|--|-----------|
| 2 | Obstacles to Communication in Business World | 15 |
| | <ul style="list-style-type: none"> • Problems in Communication /Barriers to Communication: • Physical/ Semantic/Language / Socio-Cultural / Psychological / Barriers, Ways to Overcome these Barriers • Listening: Importance of Listening Skills, Cultivating good Listening Skills – 4 • Introduction to Business Ethics: • Concept and Interpretation, Importance of Business Ethics, Personal Integrity at the workplace, Business Ethics and media, Computer Ethics, Corporate Social Responsibility • Teachers can adopt a case study approach and address issues such as the following so as to orient and sensitize the student community to actual business practices: • Surrogate Advertising, Patents and Intellectual Property Rights, Dumping of Medical/E-waste, • Human Rights Violations and Discrimination on the basis of gender, race, caste, religion, appearance and sexual orientation at the workplace • Piracy, Insurance, Child Labour | |
| 3 | Business Correspondence | 15 |
| | <ul style="list-style-type: none"> • Theory of Business Letter Writing: • Parts, Structure, Layouts—Full Block, Modified Block, Semi - Block Principles of Effective Letter Writing, Principles of effective Email Writing, • Personnel Correspondence: • Statement of Purpose, Job Application Letter and Resume, Letter of Acceptance of Job Offer, Letter of Resignation • [Letter of Appointment, Promotion and Termination, Letter of Recommendation • (to be taught but not to be tested in the examination)] | |
| 4. | Language and Writing Skills | 15 |
| | <ul style="list-style-type: none"> • Commercial Terms used in Business Communication Paragraph Writing: • Developing an idea, using appropriate linking devices, etc • Cohesion and Coherence, self-editing, etc [Interpretation of technical data, Composition on a given situation, a short informal report etc.] • Activities • Listening Comprehension • Remedial Teaching • Speaking Skills: Presenting a News Item, Dialogue and Speeches • Paragraph Writing: Preparation of the first draft, Revision and Self – Editing, Rules of spelling. • Reading Comprehension: Analysis of texts from the fields of Commerce | |



Reference Books:

1. Bovee Courtland,L and Thrill, John V(1989) Business Communication, Today McGraw Hill, New York, Taxman Publication.
2. Burton, G and Thakur, (1995) Management Today- Principles and Practices. T.M.H.,New Delhi.
3. Darrow, Richard, Forrstal, Dan and Coolman, Aubrey (1967) Public Relations Handbook, TheDartwell Co., Chicago.
4. Dayal, Ishwar(9810) Managing Large Organizations: A Comparative Study.
5. Drucher,P.F.((1970) Technology, Management and Society, Pan Books London.



Evaluation Pattern

I. Continuous Evaluation (CE): 40 marks (Minimum passing marks 16)

- Two Online MCQ Test of 20 marks each.

II. Semester End Examination (SEE): 60 marks. (Minimum passing marks 24)

Maximum Marks: 60

Duration: 2 Hours.

All Questions are Compulsory Carrying 15 Marks each.

| Question No | Particular | Marks |
|-------------|---|----------------------|
| Q-1 | Objective Questions A) Sub Questions to be asked 10 and to be answered any 08 B) Sub Questions to be asked 10 and to be answered any 07 (True or False / Match the columns) | 08 Marks 07 Marks |
| Q-2 | A) Full Length Question B) Full Length Question OR | 07 Marks 08 Marks |
| Q-2 | Short Notes To be asked 05 To be answered 03 | 15 Marks |
| Q-3 | A) Draft a Job application letter along with C.V OR | 10Marks |
| Q-3 | B) Draft a Statement of Purpose Write a Paragraph on any 1 of the following topic in (200 Words) A) Topic OR B) Topic | 10 Marks 05 Marks |
| Q-4 | A) Draft the following letters (5 Marks Each) a) Letter of Acceptance of Job Offer b) Letter of Resignation B) Case Study OR | 10 Marks 05 Marks |
| Q-4. | A) Full Length Question B) Full Length Question | 07 Marks 08 Marks |

Note: Theory question of 15 marks may be divided into two sub questions of 7/8 and 10/5 Marks.



Program: Bachelor of Commerce (Financial Markets)

Semester: I

Skill Enhancement Courses (SEC): Foundation Course - I

Course Code: TCC.UFMI05



| | | | |
|--|---------------------------------|----------------------------------|--------------|
| First Year Bachelor of Financial Markets | | Semester – I | |
| Course Name: Foundation Course- I | | Course Code: TCC.UFM I 05 | |
| Periods per week (1 Period is 48 minutes) | | 3 | |
| Credits | | 2 | |
| | | Hours | Marks |
| Evaluation System | Semester End Examination | 2 | 60 |
| | Continuous Evaluation | | 40 |

| UNIT. No. | Details | No. of Lectures |
|------------------|---|------------------------|
| 1 | Overview of Indian Society | 05 |
| | Understand the multi-cultural diversity of Indian society through its demographic composition: population distribution according to religion, caste, and gender; Appreciate the concept of linguistic diversity in relation to the Indian situation; Understand regional variations according to rural, urban and tribal characteristics; Understanding the concept of diversity as difference | |
| 2 | Concept of Disparity- 1 | 10 |
| | Understand the concept of disparity as arising out of stratification and inequality; Explore the disparities arising out of gender with special reference to violence against women, female foeticide (declining sex ratio), and portrayal of women in media; Appreciate the inequalities faced by people with disabilities and understand the issues of people with physical and mental disabilities | |



| | | |
|----------|--|-----------|
| 3 | Concept of Disparity-2 | 10 |
| | Examine inequalities manifested due to the caste system and inter-group conflicts arising thereof; Understand inter-group conflicts arising out of communalism; Examine the causes and effects of conflicts arising out of regionalism and linguistic differences | |
| 4 | The Indian Constitution | 10 |
| | Philosophy of the Constitution as set out in the Preamble; The structure of the Constitution-the Preamble, Main Body and Schedules; Fundamental Duties of the Indian Citizen; tolerance, peace and communal harmony as crucial values in strengthening the social fabric of Indian society; Basic features of the Constitution | |
| 5 | Significant Aspects of Political Processes | 10 |
| | The party system in Indian politics; Local self-government in urban and rural areas; the 73rd and 74th Amendments and their implications for inclusive politics; Role and significance of women in politics | |

Reference Books:

1. Social and Economic Problems in India, Naseem Azad, R Gupta Pub (2011)
2. Indian Society and Culture, Vinita Padey, Rawat Pub (2016)
3. Social Problems in India, Ram Ahuja, Rawat Pub (2014)
4. Faces of Feminine in Ancient , medieval and Modern India, Mandakranta Bose Oxford University Press
5. National Humana rights commission- disability Manual
6. Rural, Urban Migration : Trends, challenges & Strategies, S Rajagopalan, ICFAI- 2012
7. Regional Inequalities in India Bhat L SSSRD- New Delhi
8. Urbanisation in India: Challenges, Opportunities & the way forward, I J Ahluwalia, Ravi Kanbur, P K Mohanty, SAGE Pub (2014)
9. The Constitution of India, P M Bakshi 2011
10. The Problems of Linguistic States in India, Krishna Kodesia Sterling Pub
11. Politics in India: structure, Process and Policy Subrata Mitra, Rouutlege Pub
12. Politics in India, Rajani Kothari, Orient Blackswan
13. Problems of Communalism in India, Ravindra Kumar Mittal Pub
14. Combating communalism in India: Key to National Integration, Kawal Kishor Bhardwaj, Mittal Pub



Evaluation Pattern

I. Continuous Evaluation (CE): 40 marks (Minimum passing marks 16)

- Two Online MCQ Test of 20 marks each.

II. Semester End Examination (SEE): 60 marks. (Minimum passing marks 24)

Maximum Marks: 60

Duration: 2 Hours.

All Questions are Compulsory Carrying 10 Marks each.

| Question No | Particular | Marks |
|-------------|--|----------------------|
| Q-1 | A. Fill in the blanks: (From All Modules) B. State the following statements are True or False: (From All Modules) | 05 Marks 05 Marks |
| Q-2 | Attempt any ONE of the following: (From Module I) A. B. | 10 Marks |
| Q-3 | Attempt any ONE of the following: (From Module II) A. B. | 10 Marks |
| Q-4 | Attempt any ONE of the following: (From Module III) A. B. | 10 Marks |
| Q-5 | Attempt any ONE of the following: (From Module IV) A. B. | 10 Marks |
| Q-6 | Attempt any ONE of the following: (From Module V) A. B. | 10 Marks |



Program: Bachelor of Commerce (Financial Markets)

Semester: I

Core Courses (CC): Business Environment

Course Code: TCC.UFMI06



| | | | |
|--|---------------------------------|--------------------------------|--------------|
| First Year Bachelor of Financial Markets | | Semester – I | |
| Course Name: Business Environment | | Course Code: TCC.UFMI06 | |
| Periods per week (1 Period is 48 minutes) | | 4 | |
| Credits | | 03 | |
| | | Hours | Marks |
| Evaluation System | Semester End Examination | | 60 |
| | Continuous Evaluation | | 40 |

| Module. No | Details | No. of Lectures |
|-------------------|---|------------------------|
| 1 | Business and its Environment | 15 |
| | Business Objectives, Dynamics of Business and its Environment, Types of Business Environment Environmental Analysis: Importance, Factors, PESTEL Analysis, SWOT Analysis | |
| 2 | Business and Society | 15 |
| | Business Ethics: Nature and Scope of Ethics, Ethical Dilemmas, Corporate Culture and Ethical Climate Development of Business Entrepreneurship: Entrepreneurship and Economic Development, Micro, Small and Medium Enterprises Development (MSMED) Act, 2006, Entrepreneurship as a Career Option Consumerism and Consumer Protection: Consumerism in India, Consumer Protection Act 1986 | |
| 3 | Contemporary Issues | 15 |
| | Corporate Social Responsibility and Corporate Governance: Social Responsibility of Business, Ecology and Business, Carbon Credit Social Audit: Evolution of Social Audit, Benefits of Social Audit, Social Audit v/s Commercial Audit | |
| 4. | International Environment | 15 |
| | Strategies for going Global: MNCs and TNCs, WTO Foreign Trade in India- Balance of Trade, FDI Investment Flows and its Implication for Indian Industries | |

**Reference Books:**

- Global Economy and Business Environment by Francis Cherunilam, Himalaya Publication House, Mumbai
- Business Environment: Text and Cases by Francis Cherunilam, Himalaya Publication House, Mumbai
- Indian Economy by Dutt and Sundaram, S. Chand and Company Pvt. Ltd., New Delhi
- Essentials of Business Environment by K. Aswathappa, Himalaya Publication House, Mumbai
- Business Environment by Justin Paul, Tata McGraw Hill Education Pvt. Ltd., New Delhi
- Indian Economy by Misra and Puri, Himalaya Publishing House, Mumbai
- Entrepreneurial Development by S.S. Khanka, S. Chand and Company Pvt. Ltd., New Delhi
- Dynamics of Entrepreneurship by Vasanta Desai, Himalaya Publishing House, Mumbai
- Entrepreneurship and Small Development Business Management by C.B. Gupta and S.S. Khanka, Sultan Chand and Sons, New Delhi
- Entrepreneurship by David H. Holt, PHI Learning Pvt. Ltd., New Delhi
- Management of Small-Scale Industries by Vasant Desai, Himalaya Publishing House, Mumbai
- Business and Government by Francis Cherunilam, Himalaya Publishing House, Mumbai
- Corporate Governance in India by Jayati Sarkar and Subrata Sarkar, Sage Publications, New Delhi
- Corporate Governance: Principles, Policies and Practices by A.C. Fernando, Pearson Education India, New Delhi
- Business Environment Text and Cases by M.B. Shukla, Taxman Publications, New Delhi



Evaluation Pattern

I. Continuous Evaluation (CE): 40 marks (Minimum passing marks 16)

- Two Online MCQ Test of 20 marks each.

II. Semester End Examination (SEE): 60 marks. (Minimum passing marks 24)

Maximum Marks: 60

Duration: 2 Hours.

All Questions are Compulsory Carrying 15 Marks each.

| Q.No | Particular | Marks |
|------|--|----------|
| Q-1 | Attempt the following: A. Full Length Question (8 Marks) B. Full Length Question (7 Marks) OR C. Full Length Question (8 Marks) D. Full Length Question (7 Marks) | 15 Marks |
| Q-2 | Attempt the following: A. Full Length Question (8 Marks) B. Full Length Question (7 Marks) OR C. Full Length Question (8 Marks) D. Full Length Question (7 Marks) | 15 Marks |
| Q-3 | Attempt the following: A. Full Length Question (8 Marks) B. Full Length Question (7 Marks) OR C. Full Length Question (8 Marks) D. Full Length Question (7 Marks) | 15 Marks |
| Q-4 | Attempt any three of the following: A. B. C. D. E. | 15 Marks |

Note: Two sub questions of 7/8 Marks can be a one question of 15 Marks.



Program: Bachelor of Commerce (Financial Markets)

Semester: I

Core Courses (CC): Business Economics- I

Course Code: TCC.UFMI07



| | | | |
|--|---------------------------------|--------------------------------|--------------|
| First Year Bachelor of Commerce (Financial Markets) | | Semester – I | |
| Course Name: Business Economics I | | Course Code: TCC.UFMI07 | |
| Periods per week (1 Period is 48 minutes) | | 4 | |
| Credits | | 03 | |
| | | Hours | Marks |
| Evaluation System | Semester End Examination | 02 | 60 |
| | Continuous Evaluation | | 40 |

| Module. No | Details | No. of Lectures |
|-----------------------|---|----------------------------|
| 1 | Introduction | 15 |
| | Scope and Importance of Business Economics - basic tools- Opportunity Cost principle- Incremental and Marginal Concepts. Basic economic relations - functional relations: equations- Total, Average and Marginal relations- use of Marginal analysis in decision making, The basics of market demand, market supply and equilibrium price-shifts in the demand and supply curves and equilibrium. | |
| 2 | Demand Analysis | 15 |
| | Demand Function - nature of demand curve under different markets Meaning, significance, types and measurement of elasticity of demand (Price, income cross and promotional)-relationship between elasticity of demand and revenue concepts Demand estimation and forecasting: Meaning and significance - methods of demand estimation: survey and statistical methods (numerical illustrations on trend analysis and simple linear regression) | |
| 3 | Supply and Production Decisions and Cost of Production | 15 |
| | Production function: short run analysis with Law of Variable Proportions- Production function with two variable inputs- isoquants, ridge lines and least cost combination of inputs- Long run production function and Laws of Returns to Scale- expansion path - Economies and diseconomies of Scale. Cost concepts: Accounting cost and economic cost, implicit and explicit cost, fixed and variable cost - total, average and marginal cost - Cost Output Relationship in the Short Run and Long Run (hypothetical numerical problems to be discussed), LAC and Learning curve - Break even analysis (with business applications) | |

| | | |
|----|---|-----------|
| 4. | Market structure: Perfect competition and Monopoly and Pricing and Output Decisions under Imperfect Competition | 15 |
| | Short run and long run equilibrium of a competitive firm and of industry - monopoly - short run and long- run equilibrium of a firm under Monopoly. Monopolistic competition: Equilibrium of a firm under monopolistic competition, debate over role of advertising (topics to be taught using case studies from real life examples) Oligopolistic markets: key attributes of oligopoly - Collusive and non collusive oligopoly market - Price rigidity - Cartels and price leadership models (with practical examples) | |
| 5. | Pricing Practices | 15 |
| | Cost oriented pricing methods: cost – plus (full cost) pricing, marginal cost pricing, Mark up pricing, discriminating pricing, multiple – product pricing - transfer pricing (case studies on how pricing methods are used in business world). | |

Reference Books:

- Mehta, P.L.: Managerial Economics – Analysis, Problem and Cases (S. Chand & Sons, N. Delhi, 2000)
- Hirschey .M., Managerial Economics, Thomson South western (2003)
- Salvatore, D.: Managerial Economics in a global economy (Thomson South Western Singapore, 2001)
- Frank Robert.H, Bernanke. Ben S., Principles of Economics (Tata McGraw Hill (ed.3)
- Gregory Mankiw., Principles of Economics, Thomson South western (2002 reprint)
- Samuelson & Nordhaus.: Economics (Tata McGraw Hills, New Delhi, 2002)
- Pal Sumitra, Managerial Economics cases and concepts (Macmillan, New Delhi, 2004)



Evaluation Pattern

I. Continuous Evaluation (CE): 40 marks (Minimum passing marks 16)

- Two Online MCQ Test of 20 marks each.

II. Semester End Examination (SEE): 60 marks. (Minimum passing marks 24)

Maximum Marks: 60

Duration: 2 Hours.

All Questions are Compulsory Carrying 15 Marks each.

| Question Number | | Nature of Questions | |
|-----------------|----|---|----------|
| 1) | a) | Define the following concepts (Attempt any 6 out of 8): | 6 marks |
| | b) | State with reasons whether the following statements are true or false (Attempt any 3 out of 5) | 6 marks |
| 2) | | Attempt any 1 question out of the following 3: | 12 marks |
| | a) | Full length question | |
| | b) | Three Notes (4 Marks Each) | |
| | c) | Application/Numerical Question | |
| 3) | | Attempt any 1 question out of the following 3: | 12 marks |
| | a) | Full length question | |
| | b) | Three Notes (4 Marks Each) | |
| | c) | Application/Numerical Question | |
| 4) | | Attempt any 1 question out of the following 3: | 12 marks |
| | a) | Full length question | |
| | b) | Three Notes (4 Marks Each) | |
| | c) | Application/Numerical Question | |
| 5) | | Attempt any 1 question out of the following 3: | 12 marks |
| | a) | Full length question | |
| | b) | Three Notes (4 Marks Each) | |
| | c) | Application/Numerical Question | |



Program: Bachelor of Commerce (Financial Markets)

Semester: II

Elective Courses (EC): Financial Accounting - II

Course Code: TCC.UFMII01



| | | | |
|--|---------------------------------|---------------------------------|--------------|
| First Year Bachelor of Financial Markets | | Semester – II | |
| Course Name: Financial Accounting - II | | Course Code: TCC.UFMII01 | |
| Periods per week (1 Period is 48 minutes) | | 4 | |
| Credits | | 03 | |
| | | Hours | Marks |
| Evaluation System | Semester End Examination | 2 | 60 |
| | Continuous Evaluation | | 40 |

| Module. No | Details | No. of Lectures |
|-------------------|---|------------------------|
| 1 | Shares and Debentures | 15 |
| | Issue of Shares & Debentures: Types of Shares & Debentures (in India) Accounting Treatments for issue of shares & debentures with new market and SEBI rules | |
| 2 | Corporate Accounting | 15 |
| | Capitalisation of reserves & issue of Bonus Shares Preparation of corporate financial statements in vertical form. | |
| 3 | Share Valuation | 15 |
| | Valuation of Shares. Buy-back of shares & own debentures. Investment Accounting | |
| 4. | Indian Accounting Standards | 15 |
| | AS, GAAP & their impact on Income Statement & B/S. Latest Development: Computerization of accounting & accounting | |

Reference Books:

- Introduction to Accountancy by T.S. Grewal, S. Chand and Company (P) Ltd., New Delhi
- Advance Accounts by Shukla and Grewal, S. Chand and Company (P) Ltd., New Delhi
- Advanced Accountancy by R.L Gupta and M. Radhaswamy, S. Chand and Company (P) Ltd., New Delhi
- Modern Accountancy by Mukherjee and Hanif, Tata Mc. Grow Hill and Co. Ltd., Mumbai
- Financial Accounting by LesileChandwichk, Pentice Hall of India Adin Bakley (P) Ltd., New Delhi
- Financial Accounting for Management by Dr. Dinesh Harsalekar, Multi-Tech. Publishing Co. Ltd., Mumbai
- Financial Accounting by P.C. Tulsian, Pearson Publications, New Delhi
- Accounting Principles by R.N. Anthony and J.S. Reece, Richard Irwin, Inc



- Financial Accounting by Monga, J.R. Ahuja, Girish Ahuja and Ashok Shehgal, Mayur Paper Back, Noida
- Financial Accounting by Williams, Tata Mc. Grow Hill and Co. Ltd., Mumbai
- Financial Accounting by V. Rajasekaran, Pearson Publications, New Delhi
- Introduction to Financial Accounting by Horngren, Pearson Publications, New Delhi
- Financial Accounting by M. Mukherjee and M. Hanif, Tata McGraw Hill Education Pvt. Ltd., New Delhi
- Financial Accounting a Managerial Perspective, Varadraj B. Bapat, MehulRaithatha, Tata McGraw Hill Education Pvt. Ltd., New Delhi



Evaluation Pattern

I. Continuous Evaluation (CE): 40 marks (Minimum passing marks 16)

- Two Online MCQ Test of 20 marks each.

II. Semester End Examination (SEE): 60 marks. (Minimum passing marks 24)

Maximum Marks: 60

Duration: 2 Hours.

All Questions are Compulsory Carrying 15 Marks each.

| Q.No | Particular | Marks |
|------|--|----------|
| Q-1 | Attempt the following: C. Full Length Practical Question (15 Marks) OR D. Full Length Practical Question (15 Marks) | 15 Marks |
| Q-2 | Attempt the following: C. Full Length Practical Question (15 Marks) OR D. Full Length Practical Question (15 Marks) | 15 Marks |
| Q-3 | Attempt the following: C. Full Length Practical Question (15 Marks) OR D. Full Length Practical Question (15 Marks) | 15 Marks |
| Q-4 | Attempt any three of the following: A. B. C. D. E. | 15 Marks |

Note: Practical question of 15 marks may be divided into two sub questions of 7/8 and 10/5 Marks. If the topic demands, instead of practical questions, appropriate theory question may be asked.



Program: Bachelor of Commerce (Financial Markets)

Semester: II

Elective Courses (EC): Principles of Management

Course Code: TCC.UFMII02



| | | | |
|--|---------------------------------|---------------------------------|--------------|
| First Year Bachelor of Financial Markets | | Semester – II | |
| Course Name: Principles of Management | | Course Code: TCC.UFMII02 | |
| Periods per week (1 Period is 48 minutes) | | 4 | |
| Credits | | 03 | |
| | | Hours | Marks |
| Evaluation System | Semester End Examination | 2 | 60 |
| | Continuous Evaluation | | 40 |

| Module. No | Details | No. of Lectures |
|-------------------|---|------------------------|
| 1 | Introduction | 15 |
| | Nature and process of management, basic management roles and skills, nature of managerial work, approaches to management, classical behavioural, systems and contingency approaches, contemporary issues and challenges | |
| 2 | Planning and decision making | 15 |
| | Concept, purpose and process of planning, kinds of plans, strategies, policies and planning, premises, goal setting, MBO, decision making, conditions, forms of group decision making in organisation | |
| 3 | Organising | 15 |
| | fundamentals of organising, bases of departmentation, distribution of authority, coordination, organisation structure, and design, leadership-nature and significance, leading and managing, leadership styles, leadership theories | |
| 4. | Management control | 15 |
| | Nature, purpose and process of controlling, kinds of control system, prerequisites of effective control systems, resistance to control, controlling techniques | |

Reference Books:

- Principles of Management - P.C. Tripathi & P.N. Reddy.
- Essentials of Management - Wehrich and Koontz.
- Principles of Management - L.M. Prasad
- Principles of Management - Dinkar Pagare
- Business Management - C.B. Gupta
- Business Management - N. Premavathy
- Principles of Management - J. Jayasankar



Evaluation Pattern

I. Continuous Evaluation (CE): 40 marks (Minimum passing marks 16)

- Two Online MCQ Test of 20 marks each.

II. Semester End Examination (SEE): 60 marks. (Minimum passing marks 24)

Maximum Marks: 60

Duration: 2 Hours.

All Questions are Compulsory Carrying 15 Marks each.

| Q.No | Particular | Marks |
|------|--|----------|
| Q-1 | Attempt the following: A. Full Length Question (8 Marks) B. Full Length Question (7 Marks) OR C. Full Length Question (8 Marks) D. Full Length Question (7 Marks) | 15 Marks |
| Q-2 | Attempt the following: A. Full Length Question (8 Marks) B. Full Length Question (7 Marks) OR C. Full Length Question (8 Marks) D. Full Length Question (7 Marks) | 15 Marks |
| Q-3 | Attempt the following: A. Full Length Question (8 Marks) B. Full Length Question (7 Marks) OR C. Full Length Question (8 Marks) D. Full Length Question (7 Marks) | 15 Marks |
| Q-4 | Attempt any three of the following: A. B. C. D. E. | 15 Marks |

Note: Two sub questions of 7/8 Marks can be a one question of 15 Marks.



Program: Bachelor of Commerce (Financial Markets)

Semester: II

Elective Courses (EC): Business Statistics

Course Code: TCC.UFMII03



| | | | |
|--|---------------------------------|---------------------------------|--------------|
| First Year Bachelor of Financial Markets | | Semester – II | |
| Course Name: Business Statistics | | Course Code: TCC.UFMII03 | |
| Periods per week (1 Period is 48 minutes) | | 4 | |
| Credits | | 03 | |
| | | Hours | Marks |
| Evaluation System | Semester End Examination | 2 | 60 |
| | Continuous Evaluation | | 40 |

| Module No. | Details | No. of Lectures |
|-------------------|--|------------------------|
| 1 | Population and sample | 15 |
| | Definition of statistics, scope of statistics in Management and financial markets, Concept of population and sample with illustration Methods of sampling- SRSWR, SRSWOR, stratified, systematic (description of sampling procedures only) Data condensation and graphical methods: Raw data, attributes and variables, classification, frequency distribution, cumulative frequency distribution Graphs- Histogram and frequency polygon Diagrams- Multiple bar, pie, subdivided bar | |
| 2 | Measures of Central tendency | 15 |
| | Criteria for good measures of central tendency, arithmetic mean, median mode for grouped and ungrouped data, combined mean | |
| 3 | Measures of Dispersion | 15 |
| | Concept of dispersion, absolute and relative measures of dispersion, range variance, standard deviation, coefficient of variation, quartile deviation, coefficient of quartile deviation | |
| 4 | Correlation and regression (for ungrouped data) | 15 |
| | Concept of correlation, positive and negative correlation, Karl Pearson's Coefficient of Correlation, meaning of regression, two regression equations, Regression coefficients and properties | |
| 5 | Linear Programming Problems | 15 |
| | Meaning of LPP, Formulation of LPP, solution by graphical methods, problems relating to two variables only | |

**Reference Books:**

- Statistics for Management Levin, Richard and David S. Rubin Prentice Hall of India.
- Practical Business Statistics'', Siegel, Andrew F International Edition
- Basic Business Statistics: Concepts and Applications Berenson and Levine Prentice Hall.
- Statistics: Concepts and Applications Frank , Harry and Steven C. Althoen,
- Statistical Methods Gupta, S.P., and Archana Gupta, Sultan Chand and Sons, New Delhi.
- Lectures in Business Statistics ,Dhingra, I.C., and M.P. Gupta Sultan Chand.
- Fundamentals of Statistics'', Gupta, S.C Himalaya Publishing House.



Evaluation Pattern

I. Continuous Evaluation (CE): 40 marks (Minimum passing marks 16)

- **Two Online MCQ Test of 20 marks each.**

II. Semester End Examination (SEE): 60 marks. (Minimum passing marks 24)

Maximum Marks: 60

Duration: 2 Hours.

All Questions are Compulsory Carrying 15 Marks each.

| Q.No | Particular | Marks |
|------|--|----------|
| Q-1 | Attempt the following: A. Full Length Practical Question (15 Marks) OR B. Full Length Practical Question (15 Marks) | 15 Marks |
| Q-2 | Attempt the following: A. Full Length Practical Question (15 Marks) OR B. Full Length Practical Question (15 Marks) | 15 Marks |
| Q-3 | Attempt the following: A. Full Length Practical Question (15 Marks) OR B. Full Length Practical Question (15 Marks) | 15 Marks |
| Q-4 | Attempt any three of the following: A. B. C. D. E. | 15 Marks |

Note: Practical question of 15 marks may be divided into two sub questions of 7/8 and 10/5 Marks. If the topic demands, instead of practical questions, appropriate theory question may be asked.



Programme: Bachelor of Commerce (Financial Markets)

Semester: II

Ability Enhancement Courses (AEC): Business Communication II

Course Code: TCC.UFMII04



| | | | |
|--|---------------------------------|---------------------------------|--------------|
| B.Com. (Financial Markets) | | Semester – II | |
| Course Name: Business Communication-II | | Course Code: TCC.UFMII04 | |
| Periods per week (1 Period is 48 minutes) | | 04 | |
| Credits | | 03 | |
| | | Hours | Marks |
| Evaluation System | Semester End Examination | 2 hours | 60 |
| | Continuous Evaluation | | 40 |

| Module. No | Details | No. of Lectures |
|-------------------|--|------------------------|
| 1 | Presentation Skills | 15 |
| | <ul style="list-style-type: none"> • Presentations: (to be tested in tutorials only) 4 Principles of Effective Presentation • Effective use of OHP • Effective use of Transparencies • How to make a Power-Point Presentation | |
| 2 | Group Communication | 15 |
| | <ul style="list-style-type: none"> • Interviews: Group Discussion Preparing for an Interview, Types of Interviews –Selection, Appraisal, Grievance, Exit Meetings: Need and Importance of Meetings, Conduct of Meeting and Group Dynamics Role of the Chairperson, Role of the Participants, Drafting of Notice, Agenda and Resolutions. • Conference: Meaning and Importance of Conference Organizing a Conference Modern Methods: Video and Tele – Conferencing. • Public Relations: Meaning, Functions of PR Department, External and Internal Measures of PR. | |
| 3 | Business Correspondence | 15 |
| | <ul style="list-style-type: none"> • Trade Letters: Order, Credit and Status Enquiry, Collection (just a brief introduction to be given) Only following to be taught in detail: - Letters of Inquiry, Letters of Complaints, Claims, Adjustments Sales Letters, promotional leaflets and fliers Consumer Grievance Letters, Letters under Right to Information (RTI) Act [Teachers must provide the learners with theoretical constructs wherever necessary in order to create awareness. However, learners should not be tested on the theory.] | |



| | | |
|-----------|---|-----------|
| 4. | Language and Writing Skills | 15 |
| | Reports: Parts, Types, Feasibility Reports, Investigative Reports Summarisation: Identification of main and supporting/sub points Presenting these in a cohesive manner | |

Reference Books:

1. Ecouse Barry, (1999), Competitive Communication: A Rhetoric for Modern Business, OUP.
 2. Fisher Dalmar, (1999), Communication in Organisation, Jaico Pub House, Mumbai, Delhi.
 3. Frailley, L.E. (1982) Handbook of Business Letters, Revised Edn. Prentice Hall Inc.
 4. French, Astrid (1993) Interpersonal Skills. Sterling Publishers, New delhi.
 5. Garlside, L.E. (1980) Modern Business Correspondence, McDonald and Evans Ltd. Plymouth.
 6. Ghanekar,A(1996) Communication Skills for Effective Management. Everest Publishing House, Pune.
 7. Graves, Harold F. (1965) Report Writing, Prentice Hall, New Jersey.
 8. Gupta, Anand Das (2010) Ethics, Business and Society: Managing Responsibly Response Books 32.Gupta,Dipankar (2006) Ethics Incorporated: Top Priority and Bottom Line Response Books
 9. Krevolin, Nathan (1983) Communication Systems and Procedures for Modern Office, Prentice Hall, NewJersey.
 10. Lesikar, Raymond V and Petit, John D.(1994) Business Communication: Theory and Application , Richard D.Irwin Inc. Illinois.
 11. Ludlow,Ron.(1995) The Essence of Effective Communication, Prentice , New Delhi.
 12. M. Ashraf, Rizvi (2006) Effective Technical Communication Tata McGraw Hill
 13. Martson, John E. 1963) The Nature of Public Relations, McGraw Hill, New Delhi.
 14. Majumdar,P.K.(1992) Commentary on the Consumer protection Act, Prentice, New Delhi.
 15. McQuail, Denis (1975), Communication, Longman.
 16. Merrihue, William (1960) Managing by Communication, McGraw Hill, New York.
- Mishra Rajiv K (2006)



Evaluation Pattern

- I. Continuous Evaluation (CE): 40 marks (Minimum passing marks 16)**
- **Two Online MCQ Test of 20 marks each.**
- II. Semester End Examination (SEE): 60 marks. (Minimum passing marks 24)**

Maximum Marks: 60

Duration: 2 Hours.

All Questions are Compulsory Carrying 15 Marks each.

| Question No | Particular | Marks |
|-------------|---|----------------------|
| Q-1 | Objective Questions C) Sub Questions to be asked 10 and to be answered any 08 D) Sub Questions to be asked 10 and to be answered any 07 (True or False / Match the columns) | 08 Marks 07 Marks |
| Q-2 | A) Full Length Question B) Full Length Question OR | 07 Marks 08 Marks |
| Q-2 | Short Notes To be asked 05 To be answered 03 | 15 Marks |
| Q-3 | A) Draft a Job application letter along with C.V OR B) Draft a Statement of Purpose Write a Paragraph on any 1 of the following topics in (200 Words) | 10Marks 10 Marks |
| Q-3 | C)Topic OR D)Topic | 05 Marks |
| Q-4 | C) Draft the following letters (5 Marks Each) c) Letter of Acceptance of Job Offer d) Letter of Resignation D) Case Study OR | 10 Marks 05 Marks |
| Q4. | A) Full Length Question B) Full Length Question | 07 Marks 08 Marks |

Note: Theory question of 15 marks may be divided into two sub questions of 7/8 and 10/5 Marks.



Program: Bachelor of Commerce (Financial Markets)

Semester: II

Skill Enhancement Courses (SEC): Foundation Course II

Course Code: TCC.UFMII05



| | | | |
|--|---------------------------------|----------------------------------|--------------|
| B.Com. (Financial Markets) | | Semester – II | |
| Course Name: Foundation Course- II | | Course Code: TCC.UFM I 05 | |
| Periods per week (1 Period is 48 minutes) | | 3 | |
| Credits | | 2 | |
| | | Hours | Marks |
| Evaluation System | Semester End Examination | 2 | 60 |
| | Continuous Evaluation | | 40 |

| Module. No | Details | No. of Lectures |
|-------------------|---|------------------------|
| 1 | Globalisation and Indian Society | 07 |
| | Understanding the concepts of liberalization, privatization and globalization; Growth of information technology and communication and its impact manifested in everyday life; Impact of globalization on industry: changes in employment and increasing migration; Changes in agrarian sector due to globalization; rise in corporate farming and increase in farmers' suicides. | |
| 2 | Human Rights | 10 |
| | Concept of Human Rights; origin and evolution of the concept; The Universal Declaration of Human Rights; Human Rights constituents with special reference to Fundamental Rights stated in the Constitution | |
| 3 | Ecology | 10 |
| | Importance of Environment Studies in the current developmental context; Understanding concepts of Environment, Ecology and their interconnectedness; Environment as natural capital and connection to quality of human life; Environmental Degradation- causes and impact on human life; Sustainable development- concept and components; poverty and environment on the theory.] | |
| 4. | Understanding Stress and Conflict | 10 |
| | Causes of stress and conflict in individuals and society; Agents of socialization and the role played by them in developing the individual; Significance of values, ethics and prejudices in developing the individual; Stereotyping and prejudice as significant factors in causing conflicts in society. Aggression and violence as the public expression of conflict | |



| | | |
|-----------|---|-----------|
| 5. | Managing Stress and Conflict in Contemporary Society | 08 |
| | Types of conflicts and use of coping mechanisms for managing individual stress; Maslow's theory of self-actualisation; Different methods of responding to conflicts in society; Conflict-resolution and efforts towards building peace and harmony in society | |

Reference Books:

- A decade of economic reforms in India (The past, the present, the future)-Edited by Raj Kapila and Uma Kapila, Academic Foundation (2002)
- Impact of the policies of WTO on Indian agriculture - S. Nehru, Serial Pub. (2012)
- Privatisation of public enterprises – Emerging dimensions – Edited by G.S. Batra, Narinder Kaur, Anmol Pub. (1995)
- Economics of development – Dwight Perkins, Steven Radelet, David Lindauer, Norton company (2006)
- Industrial Policy and economic development in India (1947 -2012) – Anup Chatterjee New Century Pub. (2012)
- Globalisation and development of backward areas – Edited by G. Satyanarayana New Century Pub. (2007)
- Contemporary issues in globalisation – An introduction to theory and policy in India Soumyen Sikder, Oxford University Press (2002)
- Environmental Studies – Dr. Vijay Kumar Tiwari, Himalayan Pub. (2010)
- Ecology and environment – Benu Singh, Vista International Pub. (2006)
- Universal Human Rights : In theory and practice, Jack Donnelly, (2014)
- Stress Management – Dr. N. Tejmani Singh, Maxford books (2011)
- Stress blasters – Brian Chchester, Perry Garfinkel and others, Rodale Press (1997)



Evaluation Pattern

I. Continuous Evaluation (CE): 40 marks (Minimum passing marks 16)

- Two Online MCQ Test of 20 marks each.

II. Semester End Examination (SEE): 60 marks. (Minimum passing marks 24)

Maximum Marks: 60

Duration: 2 Hours.

All Questions are Compulsory Carrying 10 Marks each.

| Question No | Particular | Marks |
|-------------|--|----------------------|
| Q-1 | A. Fill in the blanks: (From All Modules) B. State the following statements are True or False: (From All Modules) | 05 Marks 05 Marks |
| Q-2 | Attempt any ONE of the following: (From Module I) A. B. | 10 Marks |
| Q-3 | Attempt any ONE of the following: (From Module II) A. B. | 10 Marks |
| Q-4 | Attempt any ONE of the following: (From Module III) A. B. | 10 Marks |
| Q-5 | Attempt any ONE of the following: (From Module IV) A. B. | 10 Marks |
| Q-6 | Attempt any ONE of the following: (From Module V) A. B. | 10 Marks |



Program: Bachelor of Commerce (Financial Markets)

Semester: II

Core Courses (CC): Environmental Science

Course Code: TCC.UFMII06



| | | | |
|--|---------------------------------|---------------------------------|--------------|
| First Year Bachelor of Financial Markets | | Semester – II | |
| Course Name: Environmental Science | | Course Code: TCC.UFMII06 | |
| Periods per week (1 Period is 48 minutes) | | 4 | |
| Credits | | 03 | |
| | | Hours | Marks |
| Evaluation System | Semester End Examination | 2 | 60 |
| | Continuous Evaluation | | 40 |

| Module. No | Details | No. of Lectures |
|-------------------|---|------------------------|
| 1 | Environment: An overview | 15 |
| | Environment- structure, components and typology Ecosystem as part of environment- Functioning and levels of organisation Biodiversity- Classification, value, threats to biodiversity | |
| 2 | Natural Resources | 15 |
| | Definition, importance and classification of natural resources Utilisation and conservation of water, forest, soil and energy resources Issues associated with natural resources | |
| 3 | Environment and Economic Activities | 15 |
| | Economic activities-nature and pattern- primary, secondary and tertiary Environmental problems associated with economic activities Case studies with reference to India | |
| 4. | Environment Management | 15 |
| | Environment management- Concept, need and relevance of environmental education Environmental Impact Assessment, Environmental audit Role of technology in Environment Management- GIS,GPS, Remote sensing astools | |

Reference Books:

- Environmental Geography, Singh, Savindra, Prayag Pustak Bhavan,
- Environmental Geography, Gautam Alka, Sharda Pustak Bhavan, Allahabad,
- Environmental Management, Dr Swapan C Deb- Jaico
- Principles of Environmental Science, W Cunningham & M Cunningham
- Environmental Science, McKinney M.L. & Schoch, Jones & Bartlett
- Basics of Environmental Sciences, Allaby M. 2002, Routledge, London
- Man's Impact on Environment, Detwyler T.R. McGraw-Hill, New York
- India's Water Wealth, Orient Longman Ltd. New Delhi, Rao K.L



Evaluation Pattern

I. Continuous Evaluation (CE): 40 marks (Minimum passing marks 16)

- Two Online MCQ Test of 20 marks each.

II. Semester End Examination (SEE): 60 marks. (Minimum passing marks 24)

Maximum Marks: 60

Duration: 2 Hours.

All Questions are Compulsory Carrying 15 Marks each.

| Question No. | Particular | Marks |
|--------------|--|----------|
| Q-1 | Attempt the following: a. Full Length Practical Question (8 marks) b. Full Length Practical Question (7 marks) OR c. Full Length Practical Question (8 marks) d. Full Length Practical Question (7 marks) | 15 Marks |
| Q-2 | Attempt the following: a. Full Length Practical Question (8 marks) b. Full Length Practical Question (7 marks) OR c. Full Length Practical Question (8 marks) d. Full Length Practical Question (7 marks) | 15 Marks |
| Q-3 | Attempt the following: a. Full Length Practical Question (8 marks) b. Full Length Practical Question (7 marks) OR c. Full Length Practical Question (8 marks) d. Full Length Practical Question (7 marks) | 15 Marks |
| Q-4 | Attempt the following: a. Full Length Practical Question (8 marks) b. Full Length Practical Question (7 marks) OR Short Notes (Any three out of five) | 15 Marks |

Note:

Practical question of 15 marks may be divided into two sub questions of 7/8 marks and 10/5 Marks. If the topic demands, instead of practical questions, appropriate theory questions may be asked.



Program: Bachelor of Commerce (Financial Markets)

Semester: II

Core Courses (CC): Computer Skills I

Course Code: TCC.UFMII07



| | | | |
|--|---------------------------------|---------------------------------|--------------|
| First Year Bachelor of Financial Markets | | Semester – II | |
| Course Name: Computer Skills I | | Course Code: TCC.UFMII07 | |
| Periods per week (1 Period is 48 minutes) | | 4 | |
| Credits | | 03 | |
| | | Hours | Marks |
| Evaluation System | Semester End Examination | 2 | 60 |
| | Continuous Evaluation | | 40 |

| Module. No | Details | No. of Lectures |
|-------------------|--|------------------------|
| 1 | Computer Hardware | 15 |
| | Personal Computers- identification/demonstration of different storage Devices like CD and CD drive, hard disk- HDD, storing and retrieving data from various storage devices, identification of various input and output devices. Primary memory, RAM and ROM- Processor- CPU, it's speed- machine cycle, ports, computer buses, Different types of printers. Introduction to trouble shooting of personal computers. | |
| 2 | Windows | 15 |
| | Introduction, features, various versions of windows, My computer, my documents, recycle bin, network neighbourhood, start menu, taskbar, file and folder operation (creating, copying, moving, deleting), system tools, creating shortcuts, | |
| 3 | Internet | 15 |
| | What is internet, most popular internet services , functions of internet like email, WW, FTP, usenet, Instant messaging, internet telephony, using address book, working with task list, scheduling appointments, reminders, events | |
| 4. | Word – 2013 | 15 |



| | | |
|-----------|--|-----------|
| | Getting started, The Word window, New documents, Document navigation, Editing text, Working with text, Undo and Redo commands, Cut, copy, and paste, Find and replace Text formatting, Character formatting, Tab settings, Paragraph formatting, Paragraph spacing and indents Tables, Creating tables, Working with table content, Changing the table structure Page layout, Headers and footers, Page setup Graphics, Adding graphics and clip art, Working with graphics Proofing, printing, and exporting, Spelling and grammar, AutoCorrect, Printing and exporting documents | |
| 5. | Excel- 2013 | 15 |
| | Fundamentals of Excel, Cut, Copy, Insert, Delete, Paste Special, Custom Formatting , Undo, Redo, Excel Formulas – Basic, Useful functions and Paste Function, Calc, Comments, Drawing toolbar, Edit, Replace, Delete, Clear, Essential Printing, Data Sorting, Hiding, AutoFormats, Protection, Basic Charts, Basic Formatting, If Function | |

Reference Books:

- Fundamentals of Computers- Rajaram V- Prentice Hall
- Computers Today- Sanders, Donald- Mc Graw Hill
- Computers- Subramaniam N- wheeler
- Computers in Business- Saners D Mc Graw hills
- Woody Leonhard, using Microsoft Office , Pearson
- PC Software Made Simple-R.K.Taxali
- Office 2013 complete reference - Stephen L.Nelson
- Quick course in Micro-soft office - Joyce Cox, Polly Orban
- Mastering Office 2013 - GimiCouster
- Rajkamal, Internet and web Technologies, Tata McGraw Hill (2013)



Evaluation Pattern

I. Continuous Evaluation (CE): 40 marks (Minimum passing marks 16)

- **Two Online MCQ Test of 20 marks each.**

II. Semester End Examination (SEE): 60 marks. (Minimum passing marks 24)

Maximum Marks: 60

Duration: 2 Hours.

All Questions are Compulsory Carrying 15 Marks each.

| Q.No | Particular | Marks |
|-------------|--|--------------|
| Q-1 | Attempt the following: A. Full Length Question (8 Marks) B. Full Length Question (7 Marks) OR C. Full Length Question (8 Marks) D. Full Length Question (7 Marks) | 15 Marks |
| Q-2 | Attempt the following: A. Full Length Question (8 Marks) B. Full Length Question (7 Marks) OR C. Full Length Question (8 Marks) D. Full Length Question (7 Marks) | 15 Marks |
| Q-3 | Attempt the following: A. Full Length Question (8 Marks) B. Full Length Question (7 Marks) OR C. Full Length Question (8 Marks) D. Full Length Question (7 Marks) | 15 Marks |
| Q-4 | Attempt any three of the following: A. B. C. D. E. | 15 Marks |

Note: Two sub questions of 7/8 Marks can be a one question of 15 Marks.