

As Per NEP 2020

AC –
Item No. –

**Tolani College of Commerce
(Autonomous)**



Title of the Course: Financial Accounting – I
Programme : Bachelor of Commerce (Accounting & Finance)
Semester -I

Syllabus for 4 Credit Course
From the Academic Year 2024-2025

Name of the Course: Financial Accounting – I

Sr. No.	Heading	Particulars
1	Description the course :	This introductory course in Financial Accounting serves as the cornerstone for evaluating the financial health and stability of a company. With a strong emphasis on foundational principles and practical applications, the course equips students with the essential knowledge and skills needed to make informed decisions about the fiscal well-being of organizations. By the end of this course, students will not only possess the technical skills needed for financial analysis but will also have a heightened enthusiasm for leveraging financial insights to contribute to the success and stability of organizations.
2	Vertical :	Major
3	Type :	Practical
4	Credit:	4 credits (1 credit = 15 Hours for Practical)
5	Hours Allotted :	60 Hours
6	Marks Allotted:	100 Marks Continuous Evaluation: 40 Semester-End: 60
7	Course Objectives: 1. To enable the learners to comprehend the meaning of inventories with specific reference to valuation as per FIFO and weighted average method. 2. To Demonstrate the ability to allocate common costs to various departments using different methods. 3. To equip the learners with the knowledge and skills needed to prepare and analyze manufacturing accounts 4. To enable the learner to understand concepts and accounting entries related with Hire purchase transactions.	
8	Course Outcomes: 1. Learners will be able to solve practical problems related to Inventory Valuation as per FIFO and Weighted Average Method as per AS 2. 2. Learners will be able to construct departmental income statements, highlighting revenues, costs, and profits for each department. 3. Learners will be able to prepare and maintain the books of accounts of Manufacturing concerns. 4. Learners will be able to understand application of Hire purchase transactions in real life as regular transaction in the society.	

9	Module 1: Inventory Valuation and Classification of Expenditure (15 Hours)
	• Inventory Systems : Meaning, Importance, Advantage , Disadvantage , Practical Problems based on Periodic Inventory System and Perpetual Inventory System • Methods of Stock Valuation as per AS – 2: Meaning, Importance, Advantage , Disadvantage , Practical Problems based on FIFO and Weighted Average Method • Classification of Expenditure: Capital, Revenue and Deferred Revenue Expenditure
	Module 2: Departmental Accounts (15 Hours)

- **Introduction** : Meaning, Importance, Advantage , Disadvantage, Basis of Allocation of Expenses and Incomes / Receipts
- **Inter Departmental Transfer:** At Cost Price and Invoice Price (Practical Sums)
- **Stock Reserve** : Meaning, Importance, Advantage , Disadvantage , Practical Problems based on stock Reserve

Module 3: Manufacturing Accounts (15 Hours)

- **Introduction** : Purpose , Manufacturing Cost ,Design of a manufacturing Account
- **Adjustments and Closing Entries:** Journal Entries
- **Final Accounts** : Preparation of Manufacturing accounts, Trading Account, Profit and loss account and Balance Sheet (Practical Sums)

Module 4 : Accounting for Hire Purchase (15 Hours)

- **Introduction** : Overview of Hire Purchase agreement ,Comparison with leasing and traditional buying ,Legal foundation of hire purchase
- **Interest and Charges** : Calculation of Interest ,understanding difference between flat rates and reducing balance interest
- **Accounting** : Transactions by Asset Purchase Method Based on Full Cash Price Journal Entries, Ledger Accounts and Disclosure in Balance Sheet for Hirer and Vendor(Practical))

10 Reference Books:

1. Barad,Mahesh: Modern Financial Accounting. Jaipur. Galaxy Book Company, 2018.
2. Gawande,M.K.: Advanced Accounting: Today and Tomorrow. Kanpur. Chandralok Prakashan, 2016.
3. Goyal,Bhushan Kumar & Tiwari,H.N.: Financial Accounting;V.2:Assignments. (9th) New Delhi. Taxmann Publications Pv T Ltd.,, 2021
4. John Wild Fundamental Accounting Principles, Mcgraw Hill,23rd Edition,2016
5. Maheshwari,S N & Maheshwari,S K: Problems & Solutions In Advanced Accountancy : Vol. 1. (6th Ed) Vikas Publishing House Pvt Ltd., 2008
6. P.C. Tulsian ,Financial Accounting , Pearson Publications, 2022
7. Panchal,Uttam V: Financial Accounting;V.1-2. Jaipur. Horizon Press, 2017
8. Shette,Rachappa: Accounting Simplified. New Delhi. Sage Publications India Pvt Ltd, 2021.
9. Singh,S.P.N: Fundamentals of Advanced Accounting. New Delhi. Horizon Press, 2018
10. Satyanarayana,Penumarthi Veera Venkat: Financial Accounting and Anaysis. New Delhi. Discovery Publishing House,2016
11. Shukla And Grewal ,Advance Accounts, S. Chand And Company (P) Ltd., 19th Edition,2016
12. T.S. Grewal And S.C. Gupta , Introduction to Accountancy, S. Chand And Company (P) Ltd., New Edition, 2024

11	Internal Continuous Assessment: 40%		Semester End Examination : 60%	
12	Continuous Evaluation through:			
	Sub-components		Maximum Marks	Conditions for passing
	1) Assignment/Case Studies/Project/Field Visit		15	A learner must be present for each of the sub-components.
	2) Presentation/Book Review/ Research Paper Report		15	
	3) MCQ Based Test		10	
	Total		40	

13	Format of Question Paper:		
	Question No	Particular	Marks
	Q-1	Attempt the following: a.Full Length Practical Question OR	15
		b. Theory/ Practical Questions	08
		c. Theory/Practical Questions	07
	Q-2	Attempt the following: a.Full Length Practical Question OR	15
		b. Theory/ Practical Questions	08
		c. Theory/Practical Questions	07
	Q-3	Attempt the following: a.Full Length Practical Question OR	15
		b. Theory/ Practical Questions	08
c. Theory/Practical Questions		07	
Q-4	Attempt the following: a.Full Length Practical Question OR	15	
	b. Theory/ Practical Questions	08	
	c. Theory/Practical Questions	07	
Note: Theory/Practical question of 7 and 8 Marks can be Three Question of 5 Each or One Question of 15 Marks			

Signatures of Team Members

Sr.No	Name	Signature
1.	Mr.Murugan Nadar	
2.	Mr.Mubeen Shaikh	

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As Per NEP 2020
Tolani College of Commerce
(Autonomous)



Title of the Course: Management Accounting
Programme : Bachelor of Commerce (Accounting & Finance)
Semester: I

Syllabus for 2 Credit Course
From the Academic Year 2024-2025

Name of the Course: Management Accounting

Sr. No.	Heading	Particulars
1	Description the course :	This introductory course in Management Accounting serves as a foundational exploration into the principles and practices that drive effective decision-making within an organization. As a critical component of accounting education, the course is designed to provide participants with essential skills in analyzing financial statements, understanding fiscal well-being, and contributing to the overall success of an organization. Learners will gain insights into the strategic role of managerial accounting and its relevance in both immediate and long-term decision-making scenarios.
2	Vertical :	Major
3	Type :	Practical
4	Credit:	2 credits
5	Hours Allotted :	30 Hours
6	Marks Allotted:	50 Marks Continuous Evaluation: 20 Semester-End: 30
7	Course Objectives: 1.To critically analyze and interpret financial statements of companies 2. To learn different ratios for analyzing financial statements	
8	Course Outcomes: 1. Learners will be able to learn variety of analytical tools and techniques for comprehensive financial analysis. 2. Learners will be able to take financial decisions and suggest on the basis of Ratioanalysis.	

9	Module 1: Introduction and Financial Statement Analysis (15 Hours)
	• Meaning ,Nature ,Importance, Tools and Functions of management Accountant • Vertical Forms of Balance Sheet and Profit and Loss Account (Practical Sums) • Trend Analysis (Practical Sums) • Comparative Statement and Common Size Statement (Practical Sums)
	Module 2: Ratios Analysis (15 Hours)
	• Meaning, Classification , advantage and limitations • Balance Sheet Ratios (Practical Sums) • Revenue Statement Ratios (Practical Sums) • Combined Ratios (Practical Sums)
10	Reference Books: 1. Arora, M. N., Management Accounting. [Theory, Problems & Solutions] ,Himalaya Publishing House, 2009. 2. Ananthanarayanan, P.S., Management Accounting. Oxford University Press, 2015 3. Dr.K.L Gupta , Management Accounting, Sahitya Bhawan Publications,2022 4. Hilton,Ronald W.: Managerial Accounting. [Creating Value In A Dynamic Business Environment] (7th) New York. Mcgraw -Hill/Irwin 5. Jhamb, H.V.: Fundamentals Of Management Accounting. (2nd Ed.) , Ane Books, 2012 6. R.S.N. Pillai and V. Bagavath , Management Accounting, S.Chand ,2010 7. Ravi Kishore , Cost & Management Accounting , Taxmann's ,6th Edition,2021

11	Internal Continuous Assessment: 40%	Semester End Examination : 60%		
12	Continuous Evaluation through:			
	Sub-components	Maximum Marks	Conditions for passing	
	1) Assignment/Case Studies/Project/Fi Visit	05	A learner must be present for each of the sub-components.	
	2) Presentation/Book Review/ Research Paper Report	05		
	3) MCQ Based Test	10		
	Total	20		
13	Format of Question Paper:			
	Question No	Particulars	Marks	
	Q-1	Attempt the following: a.Full Length Practical Question OR b. Theory/ Practical Questions c. Theory/Practical Questions	15 08 07	
		Q-2	Attempt the following: a.Full Length Practical Question OR b. Theory/ Practical Questions c. Theory/Practical Questions	15 08 07
			Note: Theory/Practical question of 7 and 8 Marks can be Three Question of 5 Each or One Question of 15 Marks	

Signatures of Team Members

Sr.No	Name	Signature
1.	Mr.Murugan Nadar	
2.	Mr.Mubeen Shaikh	

As Per NEP 2020

Tolani College of Commerce (Autonomous)



Title of the Course: Introduction to Intellectual Property Rights Law
Programmes: Bachelor of Commerce(Management Studies)/Bachelor of Commerce (Accounting and Finance)/Bachelor of Commerce (Banking and Insurance)/Bachelor of Commerce (Financial Markets)/Bachelor of Science (Information Technology)
Semester: I

Syllabus for 4 Credit Course
From the academic year: 2024-2025

Name of the Course: Introduction to Intellectual Property Rights Law

Sr. No.	Heading	Particulars
1	Description of the course:	Intellectual property rights (IPR) have, in recent years, emerged as perhaps the most important S&T policy instrument. With its growing presence, however, it has also been subjected to intense criticism. Moreover, the structure of the institution itself has undergone periodic changes with incorporations of newer subject matters into its ambit. This course intends to provide an analytical overview of the content and structure of the institution of IPR along with its evolutionary trajectory. In a nutshell, the course will cover the philosophy of intellectual property rights, various technical and legal dimensions of IPR, and implications of IPR for growth and development of science, along with the various socio-economic and ethic-legal consequences of IPR on economic development. Several case studies will be undertaken in the context of India.
2	Vertical:	Open Elective
3	Type:	Theory
4	Credit:	4 Credits
5	Hours Allotted:	60 Hours
6	Marks Allotted:	100 Marks Continuous Evaluation: 40 Semester-End: 60
7	Learning Objectives - To introduce fundamental aspects of Intellectual Property Rights and Trade Marks to learners who are going to play a major role in development and management of innovative projects in industries. - To disseminate knowledge on copyrights and trade secrets and its related rights and registration aspects - To disseminate knowledge on patents, patent regime in India and abroad and registration aspects	

	To make the learners aware about current trends in IPR.
8	Learning Outcomes Enables the learners to - Have good knowledge about Intellectual Property Rights and Trade Marks - Have knowledge on copyrights and trade secrets and its related rights and registration aspects. - Have knowledge on patents, patent regime in India and abroad and registration aspects - Becomes aware about the new developments of Intellectual Property.
9	Syllabus Module.1. Introduction To Intellectual Property and Trade Mark (15 Hours) Introduction: Types of Intellectual Property, International Organizations, Agencies and Treaties, Importance of Intellectual Property Rights. Trade Marks: Purpose And Function of Trade Marks, Acquisition of Trade Mark Rights, Protectable Matter, Selecting and Evaluating Trade Mark, Trade Mark Registration Processes. Module.2. Copyright and Trade Secrets (15 Hours) Law Of Copy Rights: Fundamental of Copy Right Law, Originality Of Material, Rights of Reproduction, Rights To Perform The Work Publicly, Copy Right Ownership Issues, Copy Right Registration, Notice of Copy Right, International Copy Right Law. Trade Secrets: Trade Secrete Law, Determination of Trade Secrete Status, Liability for Misappropriations of Trade Secrets, Protection for Submission, Trade Secrete Litigation. Unfair Competition- Misappropriation Right of Publicity, False Advertising. Module.3. Patent Rights (15 Hours) Patent Rights: Purpose, what is patentable and not patentable, Legal Aspect of Filing a Patent, Specification and Opposition Process under Patent Law from Business Perspective. Patent Infringement and Legal Issues: Licensing of Patent and Business Concerns, Transfer of Technology and Legal Requirements, Utility Patents, Should India have Business Method Patents?, Can Software's be Patented? Module.4. New Developments of Intellectual Property (15 Hours) - New Developments of Intellectual Property: New Developments in Trade Mark Law; Copy Right Law, Patent Law, Intellectual Property Audits. - International Overview on Intellectual Property, International – Trade Mark Law, Copy Right Law, International Patent Law, International Development in Trade Secrets Law.
10	References Acharya, N.K. 2014. Text book of Intellectual Property Rights. Asia Law House, Hyderabad. Loganathan, E.T. 2012. Intellectual Property Rights. New Century Publications, New Delhi. Rosedar, S.R.A. 2016. Intellectual Property Rights. Lexis Nexis (2nd Ex.) Nagpur. Sreenivasulu NS. Intellectual Property Rights Dynamic Interfaces published by Universal Law Publishing. 1st Edition 2017. ISBN: 9788131250631. Iyengar. Commentary on Trade Marks Act - Including Schedules, Rules, Notifications, Treaties, Conventions and much more published by Universal Law Publishing. 5th Edition 2016. ISBN: 9789350356463. Verma Trilochan. Intellectual Property Protection Handbook published by Universal Law

	Publishing. 1 st Edition 2015. ISBN: 9789350355985.		
11	Internal Continuous Assessment: 40%	Semester End Examination: 60%	
12	Continuous Evaluation through:		
	Sub-components	Maximum Marks	Conditions for passing
	1) 1 st Project/ Report work	10	a) A learner must be present for each of the sub-components.
	2) 2 nd Project/ Report work	10	
	3) Case Study analyses in the classroom	10	
	4) 10 Objective Questions (1 MCQ of 1 mark each)	10	
	Total	40	
13	Format of question paper Maximum Marks: 60 All Questions are Compulsory Carrying 15 Marks each. Duration: 2 Hour.		
	Question No	Particular	Marks
	Q-1	(From Module I) a. Theory (Case Study according to Bloom taxonomy) (08 Marks) b. Theory (07 Marks) OR c. Theory (Case Study according to Bloom taxonomy) (08 Marks) d. Theory (07 Marks)	15 Marks
	Q-2	(From Module II) a. Theory (Case Study according to Bloom taxonomy) (08 Marks) b. Theory (07 Marks) OR c. Theory (Case Study according to Bloom taxonomy) (08 Marks) d. Theory (07 Marks)	15 Marks
	Q-3	(From Module III) a. Theory (Case Study according to Bloom taxonomy) (08 Marks) b. Theory (07 Marks) OR c. Theory (Case Study according to Bloom taxonomy) (08 Marks) d. Theory (07 Marks)	15 Marks
	Q-4	(From Module IV) a. Theory (Case Study according to Bloom taxonomy) (08 Marks) b. Theory (07 Marks) OR c. Theory (Case Study according to Bloom taxonomy) (08 Marks) d. Theory (07 Marks)	15 Marks

Signature/s of Team Member/s

Sr.No	Name	Signature
1.	Dr. Hema Mehta	

AC –

Item No. –

As Per NEP 2020

Tolani College of Commerce (Autonomous)



Title of the Course: Introduction to Modern British Literature (Semester I)

Programmes:

Bachelor of Commerce (Management Studies)
Bachelor of Commerce (Accounting & Finance)
Bachelor of Commerce (Banking & Insurance)
Bachelor of Commerce (Financial Markets)
Bachelor of Science (Information Technology)

Syllabus for 4 Credit Course from the Academic Year 2024-2025

Name of the Course: Introduction to Modern British Literature

Sr. No.	Heading	Particulars
1	Description of the course : Including but not limited to :	This course delves into Modern British English Literature, introducing students to fundamental literary terms. Identification, comprehension, and influence on the writing of that era
2	Vertical :	Open Elective
3	Type :	Theory
4	Credit :	4 credits
5	Hours Allotted :	60 Hours
6	Marks Allotted :	100 Marks Continuous Evaluation 40 marks and Semester End Examination 60 marks
7	Course Objectives: 1. To recognize and define basic literary terms used in Modern British English Literature 2. To gain a foundational understanding of literary concepts. 3. To analyse major literary works across eras 4. To foster an appreciation for reading as a pleasurable and enriching activity.	
8	Course Outcomes: 1. Ability to recognize and define basic literary terms commonly used in Modern British English Literature. 2. Understand fundamental literary concepts, providing them with a framework for advanced literary analysis. 3. Develop critical analysis skills through the exploration of major works 4. Ability to analyse themes, historical context, and cultural influences in Modern British English Literature.	

9	Module 1: Foundations of Modern British English Literature (15 Hours)
	Introduction to Literature and Literary Terms: ▶ Defining Modernism in Literature and Basic Literary Terms ▶ Historical and Cultural Context of the Early 20th Century ▶ Major themes and characteristics across literary periods, historical and social influences
	Module 2: Impact of Wars and Literary Innovation (15 Hours)
	The Early 20th Century and World Wars: ▶ Overview of the impact of World War I and II on literature ▶ Virginia Woolf: "Mrs Dalloway" ▶ Wilfred Owen: "Dulce et Decorum est"
	Module 3: Post-War Realities: Reflections in British Fiction and Drama (15 Hours)
	Post-War British Fiction and Drama: ▶ Understanding the post-war literary landscape ▶ George Orwell: "1984" ▶ Oscar Wilde: "The Importance of Being Earnest"
	Module 4: Trends and Voices in Modern British Literature (15 Hours)
	Contemporary British Literature: ▶ Discussion on current trends and emerging voices ▶ Paula Hawkins: "The Girl on the Train" ▶ J.K. Rowling: Selections from the "Harry Potter" series
10	Secondary Reading List: ● "The Cat That Walked by Himself" by Rudyard Kipling ● "The Signalman" by Charles Dickens ● "Great Expectations" by Charles Dickens ● "Jane Eyre" by Charlotte Bronte ● "Little Women" by Louisa May Alcott ● "Pride and Prejudice" by Jane Austen ● "To the Lighthouse" by Virginia Woolf ● "Dubliner" by James Joyce ● "Ulysses" by James Joyce ● "And Then There Were None" by Agatha Christie ● "Atonement" by Ian McEwan ● "White Teeth" by Zadie Smith

11	Internal Continuous Assessment: 40%	Semester End Examination: 60%	
12	Continuous Evaluation through: (40 marks)	1) Class Plays, Readers Discussion, Critical Analysis Essay, Book Review (30 marks) 2) MCQ Based Test (10 marks)	A learner must be present for each of the sub-components
13	Format of SEE Question Paper: (60 marks)		
	Question No.	Nature of Question	Maximum Marks
	Q-1	Answer in Detail: (attempt any 3 of 4) a) b) c) d)	15 Marks
	Q-2	Answer in Detail: (attempt any 3 of 4) a) b) c) d)	15 Marks
	Q-3	Answer in Detail: (attempt any 3 of 4) a) b) c) d)	15 Marks
	Q-4	Answer in Detail: (attempt any 3 of 4) a) b) c) d)	15 Marks

Signatures of Team Members

Sr.No.	Name	Signature
1.	Ms. Amrita Nambiar	
2.	Ms. Jacinta Ashita Tigga	

AC –
Item No. –

As Per NEP 2020

**Tolani College of Commerce
(Autonomous)**



**Title of the Course: Personal Financial Planning - I
(Semester – I)**

Programmes:

BBA/BAF/BFM/BBI

Syllabus for 2 Credit Course from the Academic Year 2024-2025

Name of the Course: Personal Financial Planning - I

Sr. No.	Heading	Particulars
1	Description the course:	This course is designed to introduce learners to the basic terminology, concepts and important dynamics of personal finance like saving, investment, inflation and time value of money. The course also provides a basic understanding of banking and insurance sector and credit and debt management.
2	Vertical:	Vocational Skill Course (VSC)
3	Type:	Theory
4	Credit:	2 credits
5	Hours Allotted:	30 Hours
6	Marks Allotted:	50 Marks Continuous Evaluation 20 Marks and Semester End Examination 30 Marks
7	Course Objectives: The objective of this course is to: 1. introduce the learners to the concept and dynamics of Personal Finance and understand the importance of Financial Planning. 2. create awareness among the learners on the basics of banking, insurance, credit and debt management.	
8	Course Outcomes: After completion of the course the learners will be able to: 1. do basic financial planning and evaluate their financial goals by themselves. 2. be well-versed with the basic modalities of banking, insurance, credit cards and credit and debt management.	

9	Module 1: Introduction to Personal Financial Planning (15 hours) <u>Introduction:</u> ● Understanding Personal Finance ● Benefits of Financial Planning ● Financial Goals ● Personal Financial Planning Process ● Myths about Financial Planning ● Financial Security, Financial Independence & Financial Freedom <u>Important Dynamics of Personal Finance:</u> ● Income, Expenditure, Savings ● Properties/Assets and Loans/Debts ● Cash Flows ● Savings Vs. Investment ● Inflation ● Time Value of Money Module 2: Basics of Banking, Insurance, Credit and Debt Management (15 hours) <u>Banking & Insurance</u> ● Types of Banks, Types of Accounts, Interest Rates ● Passbook, Cheque Book, Debit and Credit Card ● KYC norms and Digital Banking ● Significance of Insurance, Types of Insurance ● Comparing Features & Cost of Insurance Policies ● Selecting an Insurance Company & Insurance Agent <u>Credit and Debt Management</u> ● Introduction -Credit & Debt Management ● Basics of Credit Cards ● Types of Loans ● Interest & Installments ● Credit Reports & Credit Score ● Rules of Credit
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10	Reference Books: 1. Agarwal, Rajesh. Mastering Personal Finance: Strategies for Wealth Creation. Wiley, 2018. 2. Gupta, Rakesh. Financial Freedom: A Step-by-Step Guide to Personal Financial Planning. Pearson, 2016. 3. Jain, Sunil. Wealth Creation: Strategies for Personal Financial Planning. CCH, 2016. 4. Kapoor, Neha. The Complete Guide to Personal Financial Planning. Eastern Book Company, 2017. 5. Mishra, Amitabh. Personal Financial Planning: Principles and Practices. Bharat Law House, 2018. 6. Patel, Kamal Kishore. Personal Finance Essentials: A Comprehensive Guide. Sage Publications India Pvt. Ltd, 2019 7. Sharma, Ramesh C. Smart Money: The Essential Guide to Personal Finance. McGraw-Hill Education, 2019. 8. Singh, Preeti. Personal Finance: A Comprehensive Guide. Taxmann Publications, 2019. 9. Verma, Rajesh. Money Matters: A Practical Approach to Personal Finance. Excel Books, 2017.												
11	Internal Continuous Assessment: 40%		Semester End Examination: 60%										
12	Continuous Evaluation through: <table><tr><th>Sub-components</th><th>Maximum Marks</th><th>Conditions for passing</th></tr><tr><td>1.Assignment/Case Studies/ Presentation/Book Review/ Assignment/ Viva Voce/ Report Writing/ Quiz after participation in a Webinar/ Workshop/ Seminar</td><td>10</td><td rowspan="3">A learner must be present for each of the sub-components.</td></tr><tr><td>2.MCQ Based Test</td><td>10</td></tr><tr><td>Total</td><td>20</td></tr></table>		Sub-components	Maximum Marks	Conditions for passing	1.Assignment/Case Studies/ Presentation/Book Review/ Assignment/ Viva Voce/ Report Writing/ Quiz after participation in a Webinar/ Workshop/ Seminar	10	A learner must be present for each of the sub-components.	2.MCQ Based Test	10	Total	20	
Sub-components	Maximum Marks	Conditions for passing											
1.Assignment/Case Studies/ Presentation/Book Review/ Assignment/ Viva Voce/ Report Writing/ Quiz after participation in a Webinar/ Workshop/ Seminar	10	A learner must be present for each of the sub-components.											
2.MCQ Based Test	10												
Total	20												

13 Format of Question Paper:**Format of Question Paper for Semester End Examination (SEE)****Maximum Marks: 30****Duration: 1 hour**

Note: All questions are compulsory.

Q1. A) Practical Question (Module 1) (15 marks)**OR****Q1. B) Practical/ Theory Question (Module 1) (7 marks)****C) Practical/ Theory Question (Module 1) (8 marks)****Q2. A) Practical Question (Module 2) (15 marks)****OR****Q2. B) Practical/ Theory Question (Module 2) (7 marks)****C) Practical/ Theory Question (Module 2) (8 marks)****Note: Questions of 7/8 marks (Practical/theory) may also be divided as 2 questions of 10/5 marks (Practical/theory) or 1 full length question (Practical/theory) of 15 marks.****Signatures of Team Members**

Sr.No.	Name	Signature
1.	Ms. Jayalakshmi Singh	
2.	Mr. Abhilash Ashokan	

Approved by the Academic Council on 14-3-26 item no.
Approved by the BoS in Environmental Studies and Foundation Course on 5-3-26 item no. 04

As Per NEP 2020

Tolani College of Commerce (Autonomous)



Title of the Course: Foundation Course- I

Name of the Programmes:

1. Bachelor of Commerce
2. Bachelor of Commerce (Management Studies)
3. Bachelor of Commerce (Accounting & Finance)
4. Bachelor of Commerce (Banking & Insurance)
5. Bachelor of Commerce (Financial Markets)
6. Bachelor of Commerce (Logistics)
7. Bachelor of Commerce (Taxation and Auditing)
8. Bachelor of Science (Information Technology)
9. Bachelor of Science (Data Science)
10. Bachelor of Science (Artificial Intelligence and Machine Learning)

Semester I

Syllabus for 2 Credit Course

From the academic year- 2025-2026

Name of the Course: Foundation Course- I

Sr. No.	Heading	Particulars
1	Description the course:	The course is designed to enhance the understanding about human rights as well as issues regarding their violations and remedial measures. The course also deals with human rights in the contemporary context of cyber world and Artificial Intelligence (AI)
2	Vertical:	Skill Enhancement Course
3	Type:	Theory
4	Credit:	2 credits
5	Hours Allotted:	30 Hours
6	Marks Allotted:	50 Marks Continuous Evaluation 20 Marks Semester End Examination 30 Marks
7	Course Objectives: By end of this course learners should be: 1. sensitised about various types of human rights violations and redressal mechanisms for the same. 2. aware about violation of rights in cyber world.	
8	Course Outcomes: The learners shall be able to understand: 1. the various types of human rights violations. 2. Issues associated with cyber world.	

9	Module 1: Human Rights and India (15 Hours) 1. Introduction to Human rights: Concept of Human Rights, Classification of human rights, Origin and evolution of human rights, The Universal Declaration of Human Rights. 2. Violation of rights of vulnerable groups: Definition of vulnerable groups; Vulnerable groups in India, Forms of violation of rights of vulnerable groups; Violation of human rights with reference to women, children person with Disability, and Elderly; LGBTQ and Abolishment of Article 377 3. Redressal mechanisms for violation of rights of vulnerable groups: Commissions for protection of rights of women, children person with Disability, Elderly; Vishakha Guidelines against Sexual Harassment at work place 4. Violation of Human rights in contemporary India: Online harassment; Freedom of Speech and Expressions; Social media and Misinformation; Privacy Rights; Digital Divide; Surveillance and Law Enforcement; Internet Shutdowns Module 2: Cyber Security in Indian context (15 Hours) 1. Introduction to cyber security: Introduction to Cyberspace, Internet and worldwide web; Regulation of cyber space; Concept of cybersecurity; Issues and Challenges of cybersecurity 2. Cybercrime and Cyber Act: Definition and Types of Cybercrimes- cybercrime targeting computers and mobiles, cybercrime against women and children, financial frauds, social engineering attacks, malware and ransomware attacks; Modus operandi of Cyber criminals, IT Act 2000 and its Amendments. 3. Social media and Security: Introduction to Social media; Types of Social media platforms; Social media monitoring- Hashtag, Viral content, Social media marketing, Social media privacy; Challenges and opportunities in online social network. 4. Remedial Measures for Cybercrime: Organisations dealing with Cybercrime and Cyber security in India; End Point device and Mobile phone security, Password policy, Wi-Fi security; Significance of host firewall and Anti-virus; Flagging and reporting of inappropriate content, Laws regarding posting of inappropriate content; RBI guidelines on digital payments and customer protection in unauthorized banking transactions.
10	Reference Books: 1. Ahuja Ram, Social Problems in India, Rawat Pub (2014) 2. Azad Naseem, Gupta R, Social and Economic Problems in India, Pub (2011) 3. Bakshi P M The Constitution of India, 2011 4. Belapure Sumit and Godbole Nina Cyber Security Understanding Cyber Crimes, Computer Forensics and Legal Perspectives, Wiley India Pvt. Ltd. 5. Bhat L, Regional Inequalities in India SSSRD- New Delhi 6. Kothari Rajani Politics in India, Orient Blackswan 7. Pandey Vinita, Indian Society and Culture, Rawat Pub (2021) 8. Oliver Henry A., Security in the Digital Age: Social Media Security Threats and Vulnerabilities, Create Space Independent Publishing Platform. 9. Rajagopalan S Rural, Urban Migration: Trends, challenges & Strategies, ICFAI- 2012 10. Venkataramanan Natraj and Shriram Ashwin, Data Privacy Principles and Practice, CRC Press.
11	Other Readings: 1. National Humana rights commission- disability Manual

12

Websites:

1. <https://nhrc.nic.in/>
2. <https://www.mshrc.gov.in/>
3. <https://ncm.nic.in/homepage/homepage.php>
4. <https://mdd.maharashtra.gov.in/Site/Home/Index.aspx>
5. <http://ncw.nic.in/>
6. <https://mscw.org.in/>
7. <https://ncsc.nic.in/>
8. <https://ncst.nic.in/>
9. <https://sjsa.maharashtra.gov.in/en/maharashtra-state-commission-sc-st>
10. <https://ncpcr.gov.in/>
11. <https://womenchild.maharashtra.gov.in/content/innerpage/maharashtra-state-commission-for-protection-of-child-rights.php>
12. <https://depwd.gov.in/>
13. <https://sjsa.maharashtra.gov.in/en/commissioner-persons-disability>
14. <https://www.ncsc.gov.ph/>
15. <https://sjsa.maharashtra.gov.in/en/legal-provision-sr-citizen>

13	Internal Continuous Assessment: 40%	Semester End Examination: 60%																													
14	Continuous Evaluation through:	Class test or Fieldwork-based project work and report or assignment or presentation or report-writing or article/ book review or topic-based activity	20 marks																												
15	Format of Question Paper: <table border="1"> <thead> <tr> <th colspan="2">Question Number</th><th>Nature of Questions</th><th>Maximum Marks</th></tr> </thead> <tbody> <tr> <td rowspan="5">1.</td><td></td><td>Attempt any THREE of the following: (From Module I)</td><td rowspan="5">15</td></tr> <tr><td>A.</td><td></td></tr> <tr><td>B.</td><td></td></tr> <tr><td>C.</td><td></td></tr> <tr><td>D.</td><td></td></tr> <tr> <td rowspan="5">2.</td><td></td><td>Attempt any THREE of the following: (From Module II)</td><td rowspan="5">15</td></tr> <tr><td>A.</td><td></td></tr> <tr><td>B.</td><td></td></tr> <tr><td>C.</td><td></td></tr> <tr><td>D.</td><td></td></tr> </tbody> </table>			Question Number		Nature of Questions	Maximum Marks	1.		Attempt any THREE of the following: (From Module I)	15	A.		B.		C.		D.		2.		Attempt any THREE of the following: (From Module II)	15	A.		B.		C.		D.	
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Signatures of Team Members

Sr. No.	Name	Signature
1.	Ms. Varada Trivedi	
2.	Mr. Kaustubh Bhagat	
3.	Ms. Manisha Bansal	
4.	Ms. Mansi Thakar	

As Per NEP 2020

Tolani College of Commerce

(Autonomous)



Knowledge is Supreme

Title of the Course: Communication Skills in English - I

(Semester I)

Programmes:

Bachelor of Commerce
Bachelor of Commerce (Management Studies)
Bachelor of Commerce (Accounting & Finance)
Bachelor of Commerce (Banking & Insurance)
Bachelor of Commerce (Financial Markets)
Bachelor of Science (Information Technology)
Bachelor of Commerce (Logistics)

Syllabus for 2 Credit Course from the Academic Year 2026-2027

Name of the Course: Communication Skills in English - I

Sr. No.	Heading	Particulars
1	Description of the course: Including but not limited to:	Communication Skills in English will enable the learners to comprehend and understand effective business communication. Communication theory, workplace channels, ethical considerations, and various communication barriers.
2	Vertical:	Ability Enhancement Course
3	Type:	Theory
4	Credit:	2 credits
5	Hours Allotted:	30 Hours
6	Marks Allotted:	50 Marks Continuous Evaluation 20 marks and Semester End Examination 30 marks
7	Course Objectives: 1. To introduce the learners to the basics of communication theory and corporate communication 2. To enable learners to craft effective content and refine their listening and reading skills essential for a productive professional life	
8	Course Outcomes: 1. Ability to understand and articulate the basics necessary for effective business communication. 2. Ability to draft coherent and purposeful written content, showcasing refined communication skills applicable to various professional contexts.	

9	Module 1: Theory of Communication (15 Hours)
	1. Concept of Communication: → Meaning, Process and Need of Communication. → 7 Cs of communication. → Impact of technology-enabled Communication and the emergence of communication as a key concept in the corporate, digital, and globalized world.
	2. Communication at Workplace: → Types/ Methods of Communication: Verbal Communication -Oral and Written communication, Nonverbal Communication -Vocalics, Kinesics, Haptics, Proxemics, Chronemics, Sign language, and Visual aids. → Channels of Communication: Formal -Vertical, Horizontal, Diagonal, and Informal–Grapevine. → Importance of ethics in communication.
	3. Barriers to Communication: → Meaning and importance of recognizing and addressing barriers to effective communication → Types of Barriers: Physical, Semantic/Language, Cross-Cultural, Socio-Psychological, and Organizational → Strategies to Overcome Barriers.
	Module 2: Language and Writing Skills (15 Hours)
	1. Listening Comprehension: → Importance of Listening Skills → Barriers to Listening and strategies to cultivating good Listening Skills → Practicing reflective listening and paraphrasing
	2. Theory of Business Letter Writing: → Parts and Structure of a letter and email → Traditional and Contemporary layouts of a letter → Formal communication on digital platforms: E-mail, Messenger, and LinkedIn.
	3. Formal Correspondence for: → Job Application and Resume Writing. → Accepting a Job Offer and Resignation → Apology/Thank You Letter → Sanction of Leave

10	Reference Books: ● Raman, Meenakshi, and Sangeeta Sharma. Technical Communication: Principles and Practice. 2nd ed., Oxford University Press, 2011. ● St. John, Walter, and Ben Haskell. Essential Communication Skills for Managers. 2017 ● Insley, Robert. Communicating Professionally in Today's Workplace. 3rd ed., Kendall Hunt Publishing, 2022. ● Sharif, Waqas. Professional Communication Skills for Everyone. English Syllabus Press,
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Approved by the Academic Council on 14-3-26 item no.
Approved by the BoS in Environmental Studies and Foundation Course on 5-3-26 item no. 01

As Per NEP 2020

Tolani College of Commerce **(Autonomous)**



Title of the Course: Environmental Studies- I

Name of the Programmes:

1. Bachelor of Commerce
2. Bachelor of Commerce (Management Studies)
3. Bachelor of Commerce (Accounting & Finance)
4. Bachelor of Commerce (Banking & Insurance)
5. Bachelor of Commerce (Financial Markets)
6. Bachelor of Commerce (Logistics)
7. Bachelor of Commerce (Taxation & Auditing)
8. Bachelor of Science (Information Technology)
9. Bachelor of Science (Data Science)
10. Bachelor of Science (Artificial Intelligence & Machine Learning)

Semester I

Syllabus for 2 Credit Course

From the academic year- 2026-2027

Name of the Course: Environmental Studies- I

Sr. No.	Heading	Particulars
1	Description the course:	The course is an introductory inter-disciplinary course to understand working earth's systems. It focusses on the holistic study to understand the interrelationship between humans and nature.
2	Vertical:	Value Education Course
3	Type:	Theory
4	Credit:	2 credits
5	Hours Allotted:	30 Hours
6	Marks Allotted:	50 Marks Continuous Evaluation 20 Marks Semester End Examination 30 Marks
7	Course Objectives: By end of this course learners should: 1. appreciate the different facets of environment and the natural world 2. understand the role of humans as agents of environmental degradation	
8	Course Outcomes: The learners shall be: 1. sensitised about environmental issues and the need for conservation of environment 2. able to appreciate Environmental Science as a multi-disciplinary tool for conservation rather than merely a subject	

9	Module 1: Understanding the environment (15 Hours) Environment: Meaning, definition, nature, scope and its components; Human and environment relationship Ecosystem: Definition, Components and types, Functioning and structure- Food Chain and Food Web, Ecological Pyramids, Biogeochemical cycles. Natural Resources: Definition, importance, Classification, Resource utilisation, Importance of forest, water and energy as natural resources Biodiversity: Definition, Types of biodiversity, Importance of biodiversity- Intrinsic and Utilitarian value; India as a Megadiverse nation; Biodiversity hotspots in India. Module 2: Environmental Degradation and Associated Problems (15 Hours) Rise in human population and urbanization: Population- Definition, Causes and Impacts of population rise, Concept of Population density; Urbanisation- Definition causes and impacts, Concept of Urban Heat Island Pollution: Causes and impacts of Air, Water, Land, Noise, Light pollution Climate Change and Global Warming: Concept, Causes and impacts of Ozone depletion, Natural and human induced causes of Global warming and Climate Change and its implication for nature and society. Nature at risk: Threats to biodiversity; Impacts of biodiversity loss; IUCN Red data list; Causes and impacts of resource depletion vis-à-vis forest, water and energy
10	Reference Books: - McKinney M.L. & Schoch R.M., 1998: Environmental Science, Jones & Bartlett Publishers, London - Rao K.L. 1975: India's Water Wealth, Orient Longman Ltd. New Delhi - S.S. Negi (1993) Biodiversity and its Conservation in India, Indus Publications, New Delhi - Rajgopalan C (2015): Environmental Studies. Oxford University Press - Miller T.G. Jr. Environmental Science, Wadsworth Publishing Co. - Brunner R.C., 1989, Hazardous Waste Incineration, McGraw Hill Inc. 480p - Rao M N. & Datta, A.K. 1987. Waste Water treatment. Oxford & IBH Publ. Co. Pvt. Ltd. 345p. - Trivedi R. K. and P.K. Goel, Introduction to air pollution, Techno-Science Publication - Mhaskar A.K., Matter Hazardous, Techno-Science Publication - Zimmerman W E (1972) Zimmerman's World Resources and Industries' Harper & Row
11	Other Readings: - Down to Earth, Centre for Science and Environment - Census Handbooks Human Development Report-2019 - Provisional Population Totals Paper 1 of 2011 India, Office of the Registrar General & Census Commissioner India. Product No. 00-001-2011-Cen-Book (E) 13 p.p - Human Development Report 2020 "The next frontier Human development and the Anthropocene", United Nations Development Programme (eISBN: 978-92-1-005516-1) 412 p.p http://hdr.undp.org/en/2020-report
12	Websites: https://unfccc.int/ https://www.cbd.int/ https://cpcb.nic.in https://mpcb.gov.in https://www.iucnredlist.org/

12	Internal Continuous Assessment: 40%	Semester End Examination: 60%		
13	Continuous Evaluation through:	1. Fieldwork-based project work and report or assignment or presentation or report-writing or article/ book review or topic-based activity	10 Marks	
		2. Class Test	10 Marks	
		Total	20 Marks	
14	Format of Question Paper:			
		Question Number	Nature of Questions	Maximum Marks
		1)	Attempt any THREE of the following: (From Module I)	15
			A.	
			B.	
			C.	
			D.	
		2)	Attempt any THREE of the following: (From Module II)	15
			A.	
			B.	
			C.	
			D.	

Signatures of Team Members

Sr. No.	Name	Signature
1.	Mr. Kaustubh Bhagat	

Approved by the Academic Council on 20-11-25 item no.
Approved by the BoS in Environmental Studies and Foundation Course on 8-11-25 item no. 05

As Per NEP 2020

Tolani College of Commerce (Autonomous)



Title of the Course: Introduction to Bharatiya Gyan Parampara

Name of the Programmes:

1. Bachelor of Commerce
2. Bachelor of Commerce (Management Studies)
3. Bachelor of Commerce (Accounting & Finance)
4. Bachelor of Commerce (Banking & Insurance)
5. Bachelor of Commerce (Financial Markets)
6. Bachelor of Commerce (Logistics)
7. Bachelor of Commerce (Taxation & Auditing)
8. Bachelor of Science (Information Technology)
9. Bachelor of Science (Data Science)
10. Bachelor of Science (Artificial Intelligence & Machine Learning)

Semester I

Syllabus for 2 Credit Course

From the academic year- 2026-2027

Name of the Course: Introduction to Bharatiya Gyan Parampara

Sr. No.	Heading	Particulars
1	Description of the course:	The course is an introductory course to the Indian Knowledge System. The traditional and indigenous knowledge has been neglected for ages. The traditional Indian knowledge has strong scientific basis and can provide simplistic solutions to modern day problems. The course attempts to highlight the contribution of traditional Indian Knowledge System in different fields.
2	Vertical:	Indian Knowledge System
3	Type:	Theory
4	Credit:	2 credits
5	Hours Allotted:	30 Hours
6	Marks Allotted:	50 Marks Continuous Evaluation 20 Marks Semester End Examination 30 Marks
7	Course Objectives: By end of this course learners should be: 1. introduced to the rich heritage of Indian Knowledge System 2. able to appreciate the contribution of traditional Indian knowledge	
8	Course Outcomes: The learners shall be able to: 1. understand the Indian contribution to the various fields of knowledge 2. appreciate the ability of the traditional knowledge systems to provide simplistic solutions modern day problem	

9	Module 1: An Overview of Bharatiya Gyan Parampara (15 Hours) 1. Introduction to Knowledge Systems- Definition; Need for Knowledge Systems; Knowledge Systems in nature; Different types of Knowledge Systems- European- Greek and Roman, Islamic, Asian- Oriental and Indian. 2. British Education System and India- Macaulay Education System- Concept, Origin, Need and Impacts; Bell model of Education (Madras Monitorial System)- Concept, History, Connection with Indian Education System, Impacts of Madras Monitorial System on British Education System; 3. Indian Knowledge System- Definition; Framework of Indian Knowledge System; Corpus of Indian Knowledge System- Vedic and Non-Vedic; Indigenous Indian Knowledge; Characteristics of Indian Knowledge System. 4. Philosophical Systems in Indian Knowledge System- Concept of Philosophy; Different Philosophical approaches in Indian Knowledge Systems- Samkhya and Yoga, Nyaya and Vaisheshika, Purva-Mimamsa and Vedanta, Charvaka, Jainism and Buddhism
	Module 2: Contribution of Indian Knowledge Systems (15 Hours) 1. Contribution in the fields of polity and management- Concept of raj dharma, Arthashastra- King and Amtya, Janapadas, Administrative set up by Ashoka 2. Contribution in the fields of science and mathematics- Mathematics: Algebra, Geometry, Pingala and binary system; Science: Chemistry, Astronomy; Architecture: Traditional Indian houses, Temple architecture, Rock-cut, Cave architecture; Nature and conservation: Concept of <i>Panchmahabut</i>, Water conservation, Weather prediction, Concept of sacred groves 3. Contributions in the fields of health and wellness- Ayurveda: Concept of health, Sapta dhatvah, tridosa and tri gunas; Indian games: Types of Indian games (Indoor- Chess, Chausar, Snake and ladder and Outdoor- Kho-kho, Kabaddi, Logori, Langadi), Games as means to physical and mental well-being; Yoga: Concept, Schools of Yoga, 26 Principles of Yoga, Ashtanga Yoga; Home remedies for minor ailments 4. Contribution in the fields of arts and Literature- Clay moulding, Stone carving, Wood carving; Nava Rasas; Music and musical instruments; Natya shashtra; Folk art forms
10	Reference Books: 1. Binode Behari Dutt, Town planning in ancient India, Life Span Publishers & Distributors 2. Chopra Deepak, Perfect Health--Revised and Updated: The Complete Mind Body Guide, Harmony publication, 2001 3. Kak, S.C. (1987). "On Astronomy in Ancient India", Indian Journal of History of Science, 22(3), pp. 205–221. 4. Kapoor Kapil, Singh Avadhesh (2021). "Indian Knowledge Systems Vol – I & II", Indian Institute of Advanced Study, Shimla, H.P. 5. Mahadevan, B., Bhat Vinayak Rajat, Nagendra Pavana R.N. (2022), "Introduction to Indian Knowledge System: Concepts and Applications", PHI Learning Private Ltd. Delhi. 6. Patnaik Naveen The Garden of Life: An Introduction to The Healing Plants of India Doubleday (1 October 1993) 7. Prajananda Swami, History of Indian Music, Ram Krishna vedanta math, Kolkata
11	Websites: 1. www.sacredland.org/sacred-groves-of-india/ 2. www.cseindia.org/dte-supplement/forest20031231/sacred_disconnect.htm 3. https://iksindia.org/

12	Internal Continuous Assessment: 40%	Semester End Examination: 60%	
13	Continuous Evaluation through:	Fieldwork-based project work and report or assignment or presentation or report-writing or article/ book review or topic-based activity	20 Marks
14	Semester End Examination:	Fieldwork-based project work and report submission	30 Marks

Signatures of Team Members

Sr. No.	Name	Signature
1.	Mr. Kaustubh Bhagat	