

Ordinance -2022-23
B.Com. (NEP)
From the Session 2022-23

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Programme Outcomes

The career options for students pursuing B.Com. Programme is vast and candidates will always have interesting profiles to work at if they play to their strengths. While many B.Com. Graduates may choose the much tried and tested path of CA, CS, CMA and other related fields of study, one has ample opportunity to choose an out-of-the-box career option, as one in travel and hospitality, media and telecommunications depending on the path and degree one chooses.

Programme Specific Outcomes

Earning a graduate degree of commerce (B.Com.) is evidence of persistence, determination, intellectual prowess, and the ability to handle challenging environments all of which are sought-after qualities for individuals filling manager and director positions. An employee who has demonstrated success in a long-term situation that requires stamina, discipline, leadership, and the ability to work well with others is going to be in line for growth opportunities within his or her organization. B.Com. graduate after completion of course can choose to work in job profile option available to them depending on their caliber and interest area such as Accountant, Auditor, Consultant, Company Secretary, Business Analyst, Finance Officer, Sales Analyst, Junior Analyst, Tax Accountant, Stock Broker, Economist, and Business Development Trainee and so on to explore.

Ordinance -2022-23

B.Com. (NEP)

From the Session 2022-23

1. **Applicability:**

The ordinance shall be applicable to three/four years (Six/eight Semester), under graduate degree programme at the Khwaja Moinuddin Chishti Language University w.e.f. Academic Session 2022-23.

2. **Definition of Key Terms:**

- (i) **Choice Based Credit System:** The CBCS provides an opportunity for the students to choose courses from the prescribed courses comprising Major, Minor/- Elective/Vocational Skill Development (SDC) / Co-Curricular/ Inter/Intra Faculty & Discipline Specific Electives courses.
- (ii) **Academic Programme** means an entire course of study comprising its programme structure, course details, evaluation schemes etc. designed to be taught and evaluated in a teaching Department/Centre or jointly under more than one such Departments/ Centers;
- (iii) **Credit** means the value assigned to a course which indicates the level of instruction; One-hour lecture per week equals 1 Credit, 2 hours practical class per week equals 1 credit. Credit for a practical could be proposed as part of a course or as a separate practical course.
- (iv) **'SGPA'** means Semester Grade Point Average calculated for individual semester.
- (v) **'CGPA'** is Cumulative Grade Point Average calculated for all courses completed by the candidates at any point of time. CGPA may be calculated each year for both the semesters clubbed together, if University Ordinances provides for.
- (vi) **'Grand CGPA'** is calculated in the last year of the course by clubbing together the SGPA of all the semesters or CGPA of the three years. Grand CGPA is being given in transcript form. For the benefit of the candidates, a formula for conversion of Grand CGPA into %age marks as given in the transcript.
- (vii) **'Grade Point'** is a numerical value allotted to each letter grade.

- (viii) **'Grade Card'** will be given to all students upon completion of academic work of any semester of a programme and will display the course details (code, title, number of credits) grade obtained in each course and SGPA/CGPA.
- (ix) **'Letter Grade'** it is an index of the programme leading to award of a degree, diploma or certificate.
- (x) **'Transcript'** will be given to all students upon completion of academic work of all the semesters of a programme and will display the course details (code, title, number of credits) and grade obtained in each course, and CGPA, if university provides.

3. Types of Courses:

- (I) **Course** means a segment of a subject that is part of an Academic Programme.
- (II) **Programme Structure** means a list of courses (Major, Major & Minor Electives, Co-Curricular and Industrial Training etc.) that makes up an Academic Programme, specifying the Syllabus, Credits, hours of teaching, evaluation and examination schemes, minimum number of credits require for successful completion of the programme etc. conformity to University Rules, eligibility criteria for admission;

(III) Main (Major) Subject and Minor Electives Papers

- a. The student has to choose a faculty (Arts, Science, Commerce etc.) at the time of admission and after that he has to choose two main (major) subjects of that faculty.
- b. The faculty will be called the student's own faculty, which he can study for three years (1st to 6th semester).
- c. The student can choose the third major (major) subject from any faculty (including his own faculty).
- d. The student can change the main subjects or change their order in the second / third year.
- e. The student will have the facility to change the subject according to the rules based on the availability of subjects in the university/colleges, but it can change the subject only after one year and not after one semester.
- f. **Minor Elective Course Paper** will be any subject (4/5/6 credits) and not the full subject.
- g. **Minor Elective Paper** will be taken by the student from any Faculty (Own Faculty or Other Faculty). No pre-requisite will be required for this.

- h. To ensure multi-disciplinarily**, all the students have to choose a fourth subject (other than the three major subjects chosen by them) as minor elective.
- i. The third main (major) course** and the minor elective paper were selected by the student in this way that at least one of these must necessarily be a faculty other than its own (Other Faculty).
- j.** Minor elective paper at the postgraduate level will have to be selected from other faculties.
- k. It will be mandatory for the students** to take a minor elective subject (one minor paper/per year) in the first, second year (undergraduate) and fourth year (post-graduation). The university/college may allot the minor subject paper on the basis of available seats. Minor / Elective paper will not be compulsory in 3rd 5th and 6th year.
- l. Students can choose** the available minor elective paper in even or odd semesters at their convenience.
- m. Minor elective paper** will be selected from the subjects taught in the institute. The classes for the selected minor paper will be held at the same time as the classes of the same course conducted in the Faculty and his/her examination will also be held at the same time.

(IV) Vocational/Skill Development Courses

Every student at the undergraduate level will be required to undertake a skill development course of 3 credits in each semester of the first two years (four semesters) (four courses totaling 3x4 12 credits).

(V) Co-Curricular Courses

- a) It will be mandatory for every graduate student to do one co-course in each semester of three years (six semesters)..
- b) The student has to pass all these co-courses with 40 percent marks. Grades will be marked on the grade sheet of the student based on their marks, but they will be given C.G.P.A. % will not be included in the calculation.

(VI) Research Project

a) Graduation / Post Graduation / PGDR level, every semester (fifth to eleventh semester). The student will have to do a small research project in the third year and a major research project in the fourth and fifth year. The nature of the research project in PGDR will be decided by the University in its pre- Ph.D. course work.

b) A research project related to one of the two main subjects of the third year chosen by the student and the main subject of the fourth, fifth, sixth year will have to be done. This research

project can be interdisciplinary also. This research project can also be in the form of industrial training / internship / survey work etc.

- c) The research project will be done under the direction of one supervisor; another supervisor can be taken from industry/company/technical institute / research institute.
- d) At the end of the year, the student will submit a joint report of the research project done in both the semesters, which will be evaluated by the supervisor and the supervisor at the end of the year. To be done jointly, out of 100 marks by an external examiner nominated by the University.
- e) Grades will be awarded for research project in the grade sheet of graduation and PGDR, but it will not be included in the calculation of CGPA.
- f) Undergraduate (including research) and postgraduate students will be required to undertake a four-credit research project in each semester. The grades will be marked based on the project Majors and it will also be included in calculation of CGPA.

4. Credit and Credit Determination

- a) One credit paper of theory will carry one hour/week of teaching assignments, 15 weeks of teaching assignments in 15 weeks of the semester.
- b) One credit paper of Practical / Internship / Field Work etc. will consist of two hours / per week teaching assignments i.e. 30 hours of practical / internship / field work etc. in 15 weeks of a semester. In computing the workload of the teacher, the workload of one hour of theory will be equal to the workload of two hours of practical / internship / field work etc.
- c) All credit related work will be done through "State Level Academic Bank of Credit", the guidelines of which will be issued separately.
- d) A student can obtain a one-year certificate with a minimum of 46 credits, a two- year diploma with a minimum of 92 credits, and a three-year bachelor's degree with a minimum of 132 credits. Beyond this, students can pursue a four-year bachelor's (including research) degree with a minimum of 184 credits, a master's degree with a minimum of 232 credits, and a PGDR with a minimum of 248 credits. Once the credits are used, the student will not be able to use the credits for those papers again. For example, if a student obtains a certificate after one year using 46 credits, then his credits will be treated as expenses. If he wants to take Diploma after some years, he will either surrender his original certificate to the University and re-credit 45 credits to the account or re-credit new 46 credits and on the basis of which the second year {actual third year can earn 92 (46+46)} credits and can take diploma.

Similar arrangement will be there for the coming years also. If the student studies continuously and does not take certificate/diploma, then he can take the degree on the basis of

132 credits.

- e) If an eligible student (fast learner) obtains the required credits for the degree in lesser time, then there will be a facility of gap on obtaining minimum credits, but the degree will be granted only after three years. During the interval he will be free to do any work.
- f) Earned credits will be considered in the category of certificate in case of change of faculty or subject in second year and not in the category of diploma, because in order to obtain a diploma, he/she must obtain the necessary credits in the same subject.
- g) If a student, does not Major 60% of the total credits (112 of 60% means 67 credits) in the three main subjects of a faculty then S/He will be given a degree of liberal education and he/she can join post graduate in the subject in which there is no prerequisite need of a specific subject.
- h) If any eligible student re-credits his/her credit by taking certificate/diploma and he/she fails in the next examination, he/she can get the certificate/diploma again by using the credits re-credited.

5. Attendance and Credit Determination

- a) It will be necessary to take the examination for credit validation. Credits will be incomplete without the examination.
- b) In order to take the examination, 75 percent attendance will be mandatory as per the earlier rules.
- c) If a student qualifies for the examination on the basis of attendance in the class but is unable to take the examination due to any reason, he/she can take the qualifying examination at a later date. There is no need to take classes again.

6. MOOCs:

The students will have freedom to choose a similar course of 4/5//6 credits out of the MOOCs portal of UGC, in place of the Courses offered in the semesters. MOOC courses may be opted depending upon the availability on the government approved portal.

7. Teaching:

The faculty members of the Department are primarily responsible for organizing lecture work for B.Com. The instructions related to tutorials are provided by the respective registering units under the overall guidance of the Department. Faculty from some other Departments is also associated with lecture and tutorial work in Department.

8. Eligibility for Admissions:

The admission to students is offered through direct admission mode on the bases of merit list prepared by the university. In case of entrance test, merit for admission will be

prepared on the basis of test result. Candidates with 10+2 with Commerce/Science (Mathematics) / Vocational courses with Commerce subjects and 10+2 Humanities (Economics) are eligible to get admission.

9. Reservations/Relaxations

The eligibility condition and number of seats under various Reserved Categories shall be as per the proportionate reservation as provided under Uttar Pradesh State Rules.

10. Fees:

The fee charged from the students of graduate degree programme shall be as approved by the University.

11. Course Structure:

The course structure of the undergraduate degree programme shall be as under:

- a) All six / eight semester shall have a weightage of 151 / 203credits.
- b) Detailed course structure is in forthcoming pages.

12. Assessment of Students' Performance and Scheme of Examinations:

- i) English and Hindi shall be the medium of instruction and examination.
- ii) Examinations shall be conducted at the end of each Semester as per the Academic Calendar notified by the University.
- iii) The system of evaluation shall be as follows:
 - a) Each paper will carry 100 marks, of which 25 marks shall be reserved for internal assessment based on a combination of tutorials, classroom participation, project work, seminar, term papers, tests, and attendance. The weightage given to each of these components in a combination shall be decided and announced at the beginning of the semester by the Department in consultation with the teachers.
 - b) The remaining 75 marks in each paper shall be awarded on the basis of a written examination at the end of each semester. The duration of written examination for each paper shall be three hours. Examinations for courses shall be conducted in the respective odd and even Semesters as per the Scheme of Examinations. Regular as well as ex-students shall be permitted to appear/reappear/improve in courses of Odd Semesters only at the end of Odd Semester and courses of Even Semesters only at the end of Even Semesters.
 - c) There will be written examination for all subjects and examination of compulsory co-curricular subject will be on multiple choice (MCQ) basis.
 - d) Suggested Continuous evaluation methods for all courses: Continuous Evaluation shall be based on Allotted Assignments and class tests. Internal tests. The marks shall be as follows:

Assessment & Presentation of Assignments	(04 marks)
Class Test – I (Objective Questions)	(04 marks)
Class Test – II (Descriptive Questions)	(04 marks)
Class Test – III (Objective Questions)	(04 marks)
Class Test – I (Descriptive Questions)	(04 marks)
Overall performance through the semester (including attendance, Behavior, Discipline & participation in different activities)	(05 marks)

Skeletal Course Structure:**B.Com. Semester-I**

Type of Course 3/ 4 years B.Com.	Subject Code	Title of the paper	Max Marks			Credits Allotted			Teaching Hours per week	Cumulative Minimum Credits Required for the Award of Certificate/ Diploma / Degree
			Int.	Ex	Total	Lecture	Tut.	Total		
Type of Courses		Title of the paper	Int.	Ex	Total	Lecture	Tut.	Total		
Major-1 (Own faculty)		Business Organization	25	75	100	5	1	6	6	
Major-2 (Own faculty)		Business Statistics	25	75	100	5	1	6	6	
Major-3 Any/Own Faculty)		Any one of the following	25	75	100	5	1	6	6	
		1.Business Communication 2.Introduction to Computer Application								
Minor/Generic Elective-1 (Other Faculty)		Any one of the following	25	75	100	3	1	4	4	
		1. Investing in Stock Markets 2. Entrepreneurship								
Vocational (SEC)		Any one of the following	25	75	100	3		3	3	
		1. Collective Bargaining & Negotiation Skills 2. Micro Economics								
Co-Curricular (AECC)		Food Nutrition and Hygiene	25	75	(100)	2 Qualifyin- g		No Credit	2	
Total					500			25	27	

B.Com. NEP: Semester - I		
Paper BCCC 1.1: Business Organization		
Duration: 3 Hrs.	Marks: 100 (25+75)	Credit:6
<p>Course Learning outcomes: After completing this course a student will have:</p> <p>CO-1 Ability to understand the concept of Business Organization along with the basic laws and norms of Business Organization.</p> <p>CO-2 Ability to understand the terminologies associated with the field of Business Organization along with their relevance.</p> <p>CO-3 Ability to identify the appropriate types and functioning of Business Organization for solving different problems.</p> <p>CO-4 Ability to apply basic Business Organization principles to solve business and industry related problems.</p> <p>CO-5 Ability to understand the concept of Sole Proprietorship, Partnership and Joint Stock Company etc.</p>		
I	Business: Concept, Meaning, Features, Stages of development of business and importance of business. Classification of Business Activities. Meaning, Characteristics, Importance and Objectives of Business Organization, Evolution of Business Organization. Difference between Industry and Commerce and Business and Profession, Modern Business and their Characteristics.	22
II	Promotion of Business: Considerations in Establishing New Business. Qualities of a Successful Businessman. Forms of Business Organization: Sole Proprietorship, Partnership, Joint Stock Companies & Co-operatives and their Characteristics, relative merits and demerits, Difference between Private and Public Company, Concept of One Person Company.	23
III	Plant Location: Concept, Meaning, Importance, Factors Affecting Plant Location. Alfred Weber's and Sargent Florence's Theories of Location. Plant Layout –: Meaning, Objectives, Importance, Types and Principles of Layout. Factors Affecting Layout. Size of Business Unit–: Criteria for Measuring the Size and Factors Affecting the Size. Optimum Size and factors determining the Optimum Size.	25
IV	Business Combination: Meaning, Characteristics, Objectives, Causes, Forms and Kinds of Business Combination. Rationalization: Meaning, Characteristics, Objectives, Principles, Merits and demerits, Difference between Rationalization and Nationalization.	20
<p>Suggested Readings:</p> <ol style="list-style-type: none"> 1. Gupta, C.B., “Business Organization”, Mayur Publication, (2014). 2. Singh, B.P., Chhabra, T.N., “An Introduction to Business Organization & Management”, Kitab Mahal, (2014). 3. Sherlekar S.A.& Sherlekar, V.S, “Modern Business Organization & Management Systems Approach Mumbai”, Himalaya Publishing House, (2000). 5. Bhusan Y. K., “Business Organization”, Sultan Chand & Sons. 6. Prakash, Jagdish, “Business Organisation and Management”, Kitab Mahal Publishers (Hindi and English) <p>Note: Latest edition of the text books should be used.</p>		

B.Com. NEP: Semester -I		
Paper BCCC 1.2: Business Statistics		
Duration: 3 Hrs.	Marks: 100 (25+75)	Credit-6
Unit	Topics	No. of Lectures
I	Indian Statistics: Meaning, About father of Indian Statistics (Prof. Prasanta Chandra Mahalanobis). Introduction to Statistics: Meaning, Scope, Importance and Limitation, Statistical Investigation- Planning and organization, Statistical units, Methods of Investigation, Census and Sampling. Collection of Data- Primary and Secondary Data, Editing of Data Classification of data, Frequency Distribution and Statistical Series, Tabulation of Data Diagrammatical and Graphical Presentation of Data.	20
II	Measures of Central Tendency – Mean, Median, Mode, Geometric and Harmonic Mean; Dispersion – Range, Quartile, Percentile, Quartile Deviation, Mean Deviation, Standard Deviation and its Co- efficient, Co- efficient of Variation and Variance, Test of Skewness and Dispersion, Its Importance, Co-efficient of Skewness.	25
III	Correlation- Meaning, application, types and degree of correlation, Methods- Scatter Diagram, Karl Pearson’s Coefficient of Correlation, Spearman’s Rank Coefficient of Correlation.	25
IV	Index Number: - Meaning, Types and Uses, Methods of constructing Price Index Number, Fixed – Base Method, Chain-Base Method, Base conversion, Base shifting deflating and splicing. Consumer Price Index Number, Fisher’s Ideal Index Number, Reversibility Test- Time and Factor; Analysis of Time Series: -Meaning, Importance and Components of a Time Series. Decomposition of Time Series: - Moving Average Method and Method of Least square.	20
<p>Suggested Readings: Heinz, Kohler: Statistics for Business & Economics, Harper Collins; Gupta, S.C. Fundamental of Statistics, Himalaya Publication. Sharma J.K., Business Statistics, Pearson Education. Gupta S.P. & Gupta Archana, Elementary Statistics, (English and Hindi) Sultan Chand & Sons, New Delhi. Note: Latest edition of the text books should be used.</p>		

B.Com. NEP: Semester -I		
Paper BCH 1.3 (a): Business Communication		
Duration: 3 Hrs.	Marks: 100 (25+75)	Credit:6
Course Learning outcomes: To acquire skills in reading, writing, comprehension and communication, and also to use electronic media for business communication.		
Unit	Topics	No. of Lectures
I	Introduction: Process and Importance of Communication, Types of Communication (verbal & Nonverbal), Different forms of Communication. Barriers to Communication: Linguistic Barriers, Psychological Barriers, Interpersonal Barriers, Cultural Barriers, Physical Barriers, Organizational Barriers. Role, effects and advantages of technology in Business Communication like email, text messaging, instant messaging and modern techniques like video conferencing, social networking. Strategic importance of e-communication.	22
II	NON-Verbal Aspects of Communicating: Body Language, Kinesics, Proxemics, and Paralanguage. Effective Listening: Principles of Effective listening, Factors affecting listening exercises, Oral, Written and video sessions Interviewing skills: Appearing in interviews, Writing resume and letter of application. Modern forms of communicating: E-Mail, Video Conferencing etc.	21
III	Business language and presentation Importance of Business language, Vocabulary Words often confused Words often misspelt, Common errors in English. Oral Presentation Importance, Characteristics, Presentation Plan, Power point presentation, Visual aids. Writing skills: Planning business messages, Rewriting and editing, The first draft and Reconstructing the final draft. Office Correspondence: Official Letter, Semi Official Letter and Memorandum.	31
IV	Report Writing: Identify the types of reports, define the basic format of a report, identify the steps of report writing, write a report meeting the format requirements, determine the process of writing a report, importance of including visuals such as tables, diagrams and charts in writing report, apply citation rules (APA style documentation) in reports.	16
Suggested Readings:		
<ol style="list-style-type: none"> 1. Lesikar, R.V. & Flatley, M.E.; Basic Business Communication Skills for Empowering the Internet Generation, Tata McGraw Hill Publishing Company Ltd. New Delhi. 2. Bovee, and Thill, Business Communication Today, Pearson Education 3. Shirley, Taylor, Communication for Business, Pearson Education 4. Locker and Kaczmarek, Business Communication: Building Critical Skills, TMH 5. Misra, A.K., Business Communication (Hindi), Sahitya Bhawan Publications Agra. Note- Latest edition of the text books should be used. 		

B.Com. NEP: Semester -I		
Paper BCCC 1.3 (b) Introduction to Computer Application		
Duration: 3 Hrs.	Marks: 100 (25+75)	Credit: 6
Course Learning outcomes: The objective of this course is to provide basic knowledge of computer, DBMS, data base language and word processing.		
Unit	Topics	No. of Lectures
I	Computer: An Introduction- Computer in Business, Elements of Computer System Set-up; Indian computing Environment, components of a computer system, Generations of computer and computer languages; Software PC- Software packages-An introduction, Disk Operating system and windows: Number systems and codes.	22
II	Relevance of Data Base Management Systems and Interpretations of Applications; DBMS system Network, Hierarchical and relational database, application of DBMS systems.	21
III	Data Base Language, dbase package, Basics of data processing; Data Hierarchy and Data file structure, Data files organizations; Master and Transaction file. Programme development cycle, Management of data, processing systems in Business organization.	25
IV	Word processing: Meaning and role of word processing in creating of document, Editing, formatting and printing document using tools such as spelling checks, Data Communication Networking- LAN& WANS.	22
Suggested Readings: <ol style="list-style-type: none"> 1. Gill, N. S, "Handbook of Computer Fundamentals", Khanna Publishing House, Delhi 2. Shrivastava" Fundamental of Computer& Information Systems" (WileyDreamtech) 3. Leon A and Leon M ., " Introduction to Computers" (Vikas, 1st Edition). 4. R.S. Salaria, "Computer Fundamentals", Khanna Publishing House, Delhi. 5. Norton P., "Introduction to Computers", (TATA McGraw Hill) 6. Leon "Fundamentals of Information Technology", (Vikas) 7. Ravichandran, A., "Computers Today", Khanna Publishing House, Delhi. 8. Sinha, P.K., "Computer Fundamental", BPB Publications (Hindi and English) 9. Laudon & Laudon, "Management Information System" Note- 10. Latest edition of the text books should be used. 		

B.Com. NEP: Semester -I		
Paper BCGC 1.4(a): Investing in Stock Markets		
Duration: 3 Hrs	Marks: 100 (25+75)	Credit: 4
Course Learning outcomes: This paper intends to provide basic skills to operate in stock market and the ways of investing in it. It will enable the student to take up investment in stock market independently.		
Unit	Topics	No. of Lectures
I	Investing Fundamentals Types of Investment – Equity Shares, IPO/ FPO, Bonds. Indian Securities Market: the market participants, trading of securities, security market indices. Sources of financial information. Role of Stock Exchange, Stock exchanges in India: BSE, NSE, MCX. Buying and selling of stocks: using brokerage and analysts' recommendations. Use of limit order and market order.	10
II	Stock Analysis and Valuation Online trading of stocks: Understanding stock quotations, types and placing of order. Risk: its valuation and mitigation, Analysis of the company: financial characteristics (as explained by ratio analysis, future prospects of the company, assessing quality of management using financial and non-financial data, balance sheet and quarterly results, cash flows and capital structure). Comparative analysis of companies, Stock valuations: using ratios like PE ratio, PEG ratio, Price Revenue ratio. Use of Historic prices, simple moving average, basic and advanced interactive charts. Examining the shareholding pattern of the company. Pitfalls to avoid while investing: high P/E stocks, low price stocks, stop loss, excess averaging.	15
III	Investing in Mutual Funds Background on Mutual Funds: Advantages of investing in Mutual funds. Motives of mutual fund investments, Net Asset Value, Types of Mutual funds: Open ended, close ended, equity, debt, hybrid, money market, Load vs. no load funds, Factors affecting choice of mutual funds. CRISIL Mutual Fund Ranking and its Usage.	15
IV	Understanding Derivatives Futures, Options, trading in futures and options. Understanding stock market quotes on futures and options. Types of orders, Put and Call options: How Put and Call options work. Commodities, Derivatives of commodities, trading of commodity derivatives on MCX, Currency derivatives and its trading	10

Suggested Readings:

1. 1. Gitman and Joehnk, Fundamentals of Investing, Pearson.
2. Madura, Jeff, Personal Finance, Pearson.
3. Chandra, Prasanna, Investment Analysis and Portfolio Management, Tata McGraw Hill
4. Damodaran, Aswath, Investment Valuation: Tool and Techniques for Determining the Value of Any Asset, Wiley Finance.
5. Bodie, Alex, Marcus and Mohanty, Investments, McGraw Hill Publishing Co.
6. Hirt and Block, Fundamentals of Investment Management, McGraw Hill Publishing Co.
7. Pandiyan, Punithavathy, Security Analysis and Portfolio Management, Vikas Publications
8. www.yahoofinance.com
9. www.moneycontrol.com 10. www.bloomberg.com

Note: Latest edition of text book may be used.

B.Com. NEP: Semester - I
Paper BCH: Entrepreneurship
4 Credits

Duration: 3 hrs.

Marks: 100 (325 +75)

Objective: The purpose of the paper is to understanding about entrepreneurship and creative thinking and behavior for effectiveness at work and in life.

Course Learning Outcomes:

- Understand the basic concepts about the entrepreneurship.
- Explain the role and importance of entrepreneurship in economy.
- Develop knowledge on how to assess business opportunities.
- Understanding of preparation of effective Business Plan.

Unit I: Introduction

10

Lectures

Meaning, elements, determinants and importance of entrepreneurship and creative behavior. Entrepreneurship and creative response to the society, problems and at work. Dimensions of entrepreneurship: intrapreneurship, technopreneurship, cultural entrepreneurship, international entrepreneurship, netpreneurship, ecopreneurship, and social entrepreneurship.

Unit II: Types of Business Entities

15

Lectures

Entrepreneurship and Micro, Small and Medium Enterprises. Concept of business groups and role of business houses and family business in India. . The contemporary role models in Indian business: their values, business philosophy and behavioral orientations. Conflict in family business and its resolution.

Unit III: Entrepreneurial Sustainability

10

Lectures

Public and private system of stimulation, support and sustainability of entrepreneurship. Requirement, availability and access to finance, marketing assistance, technology, and industrial accommodation, Role of industries/entrepreneur's associations and self-help groups. The concept, role and functions of business incubators, angel investors, venture capital and private equity fund.

Unit IV: Business Plan preparation & Small Business Management

15

Lectures

Sources of business ideas and tests of feasibility. Significance of writing the business plan/ project proposal. Contents of business plan/ project proposal. Designing business processes, location, layout, operation, planning & control; preparation of project report (various aspects of the project report such as size of investment, nature of product, market potential may be covered). Project submission/ presentation and appraisal thereof by external agencies, such as financial/non-financial institutions. Mobilising resources for start-up. Accommodation and utilities. Preliminary contracts with the vendors, suppliers, bankers, principal customers; Contract management: Basic start-up problems

Suggested Readings:

1. Bhide, Amar V. The Origin and Evolution of New Businesses. Oxford University Press, New York
2. Kuratko and Rao, Entrepreneurship: A South Asian Perspective, Cengage Learning.
3. Desai, Vasant. Dynamics of Entrepreneurial Development and Management. Mumbai, Himalaya Publishing House.
4. Dollinger, Mare J. Entrepreneurship: Strategies and Resources. Illinois, Irwin
5. Holt, David H. Entrepreneurship: New Venture Creation. Prentice-Hall of India, New Delhi.
6. Kao, John J. The Entrepreneurial Organization. Englewoods Cliffs, New Jersey: Prentice-Hall.
7. Panda, Shiba Charan. Entrepreneurship Development. New Delhi, Anmol Publications.
8. Plsek, Paul E. Creativity, Innovation and Quality. (Eastern Economic Edition), New Delhi: Prentice-Hall of India.
9. Singh, Nagendra P. Emerging Trends in Entrepreneurship Development. New Delhi: ASEED.
10. Taneja, Satish and S.L Gupta. Entrepreneurship Development-New Venture Creation. Galgotia Publishing House, New Delhi.

Note: Latest edition of text books may be used.



B.Com. NEP: Semester - I		
Paper BCSEC 1.5(a): COLLECTIVE BARGAINING AND NEGOTIATION SKILLS		
Duration: 3 Hrs	Marks: 100 (75+25)	Credit: 3
Course Learning outcomes: After completing the course, the student shall be able to: CO1: identify issues in collective bargaining, its significance. CO2: understand the levels, coverage and agreements of collective bargaining. CO3: work on liaison in negotiations CO4: differentiate between negotiations, collective bargaining and use of its approaches. CO5: administer the negotiation agreement and handle grievance management		
Unit	Topics	No. of Lectures
I	Issues in Collective Bargaining Meaning, Definitions and Characteristics of Collective Bargaining; Critical Issues in Collective Bargaining; Theories of Collective Bargaining; Hick's Analysis of Wages Setting under Collective Bargaining, Conflict-choice Model of Negotiation, A Behavioural Theory of Labour Negotiation.	10
II	Collective Bargaining in India Pre-requisites for successful Collective Bargaining in any Country; Collective Bargaining in Practice; Levels of Bargaining, Coverage and Duration of Agreements; Difficulties in the Bargaining Process and Administration of Agreements. Select case studies from Indian perspective.	10
III	Negotiating a Contract Meaning of Negotiations, Pre-negotiation- Preparing the Charter of Demand(s), Creating the Bargaining Team, Submission of COD, Costing of Labour Contracts	08
IV	Negotiation Skills Negotiation Process; Effective Negotiation-Preparing for Negotiation, Negotiating Integrative Agreements; Negotiation and Collective Bargaining- Approaches and Phases in Collective Bargaining, Coalition Bargaining and Fractional Bargaining, Impasse Resolution, Contract Ratification.	08
Suggested Readings: Anand, K.B. and Paswan, A.K., (2017) Collective Bargaining and negotiation Skills. Galgotia Publishing Company Dwivedi, R.S. (2002). Managing Human Resources: Industrial Relations in Indian Enterprises. New Delhi: Galgotia Publishing Company. Edwards, P. (2009). Industrial Relations: Theory and Practice in Britain. U.K: Blackwell Publishing. Note: Latest edition of text book may be used.		



B.Com. NEP: Semester - I		
Paper AECC 1.6: Food, Nutrition and Hygiene		
Duration: 3 Hrs	Marks: 100 (25+75)	No Credit
Course outcomes: To learn the basic concept of the Food and Nutrition To study the nutritive requirement during special conditions like pregnancy and lactation To learn meal planning To learn 100 days Nutrition Concept To study common health issues in the society To learn the special requirement of food during common illness		
Unit	Topics	No. of Lectures
I	Concept of Food and Nutrition Definition of Food, Nutrients, Nutrition, Health, balanced Diet Types of Nutrition- Optimum Nutrition, under Nutrition, Over Nutrition Meal planning- Concept and factors affecting Meal Planning Food groups and functions of food	8
II	Nutrients: Macro and Micro RDA, Sources, Functions, Deficiency and excess of Carbohydrate, Fats, Protein, Minerals, Major: Calcium, Phosphorus, Sodium, Potassium Trace: Iron, Iodine, Fluorine, Zinc, Vitamins, Water soluble vitamins: Vitamin B, C Fat soluble vitamins: Vitamin A, D, E, K, Water Dietary Fibre	7
III	1000 days Nutrition Concept, Requirement, Factors affecting growth of child Prenatal Nutrition (0 - 280 days): Additional Nutrients' Requirement and risk factors during pregnancy, Breast / Formula Feeding (Birth – 6 months of age) Complementary and Early Diet (6 months – 2 years of age)	8
IV	Community Health Concept (a) Causes of common diseases prevalent in the society and Nutrition requirement in the following: Diabetes, Hypertension (High Blood Pressure)	7
	Obesity Constipation Diarrhea Typhoid (b) National and International Program and Policies for improving Dietary Nutrition Immunity Boosting Food	
Suggested Readings: 1. Singh, Anita, "Food and Nutrition", Star Publication, Agra, India, 2018. 2. 1000Days-Nutrition_Brief_Brain-Think_Babies_FINAL.pdf 3. https://pediatrics.aappublications.org/content/141/2/e20173716 4. https://www.ncbi.nlm.nih.gov/pmc/articles/PMC5750909/ 5. 6.Sheel Sharma, Nutrition and Diet Therapy, Peepee Publishers Delhi, 2014, First Edition.		