**(MASTER OF COMMERCE, M.COM.)**

**SYLLABUS FOR**

**COURSE: Master of Commerce, M.Com.**

**PART-I (SEMESTER: I &II)**

**SESSION: 2019–2020**

**FACULTY OF COMMERCE & MANAGEMENT**

**DEPARTMENT OF COMMERCE & MANAGEMENT**



SRI GURU TEG BAHADUR KHALSA COLLEGE

Sri Anandpur Sahib An Autonomous College

Affiliated to Punjabi University, Patiala

SGTB Khalsa College Sri Anandpur sahib

# SYLLABUS M.COM. PART-I

**FOR 2019-20 ,2020-21&2021-22 SCHEME OF STUDY**

**SEMESTER-I**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Theory | | Internal  Assessment | Credit | |
| **CORE PAPER** | |  |  | |
| MC. 101Management Concepts &Organsational Behavior 70 | | 30 | 5 | |
| MC 102Accounting for Managerial Decisions 70 | | 30 | 5 | |
| MC 103Business Economics 70 | | 30 | 5 | |
| MC 104E- Commerce 70 | | 30 | 5 | |
| **ELECTIVE PAPER (ANY ONE GROUP)** | |  |  | |
| **GROUP-I: FINANCE** | |  |  | |
| MC 105 (i) Financial Management 70 | | 30 | 5 | |
| **GROUP-II: ACCOUNTING & MANAGEMENT** | |  |  | |
| MC 105 (ii) International Accounting 70 | | 30 | 5 | |
| **SEMESTER-II** | |  |  | |
|  | Theory | Internal Assessment | | Credit |
| **CORE PAPER**  MC 201 Advanced Accounting | 70 | 30 | | 5 |
| MC 202 Business Environment | 70 | 30 | | 5 |
| MC 203 Research Methodology & Statistical |  |  | |  |
| Techniques | 70 | 30 | | 5 |
| MC 204 **\***Seminar (Based upon current issues |  | 50 | | 3 |

relating to Commerce)

**ELECTIVE PAPER (ANY ONE GROUP) GROUP-I: FINANCE**

MC 205(i) Financial Institutions and Markets 70 30 5

# GROUP-II: ACCOUNTING & MANAGEMENT

MC 205 (ii)Management Information and Control System 70 30 5

**Note:** A student opting a particular group from the group of elective papers will have to continue with the same group in all the semesters of the course.

# Syllabus of M.Com.-I (First Semester) CORE PAPER

**PAPER: MC 101: MANAGEMENT CONCEPTS& ORGANISATIONAL BEHAVIOUR**

**5 Credits**

# Duration: 3hrs. Max. Marks: 100

**Pass Marks: 35% Internal Assessment: 30 marks**

**Lecture Deliver: 60 Theory: 70 marks**

**Objective:** The objective of this paper is to familiarize the students with the management concepts and techniques in business organizations.

**INSTRUCTIONS FOR PAPER SETTER/EXAMINERS**

The question paper will consist of three sections. Section A and B (Consist of unit I and II of the syllabus, respectively) will have four questions each from respective units and candidates are required to attempt two questions each from section A and B. Each question in section A and B shall carry 10 marks. Section C will consist of 12 short answer type questions covering entire syllabus and the candidates are required to attempt any ten questions. Each question in section C will carry 3 marks.

# UNIT-I

Nature and Scope of Management, Evolution of Management thought, Manager & environment. Business Ethics. Decision making: meaning and process, creative elements in decision making, Analytical tools to decision making. Functions of a manager, planning: concept, objective, significance, process and types, reasons for failure in plans; organizing- concept, principles, theories. Organisational Structure: Formal & Informal organizations.

Motivation: Need, Theories of motivation, motivation and effectiveness. Leadership: Concept, Theories and Leadership Styles; Communication: Communication process; Barriers to effective communication; Types of organizational communication; Improving communication; Transactional analysis in Communication; Controlling.

# UNIT-II

Organisational Behaviour; Concept, Significance, challenges & opportunities of organizational Behavior; Relationship between Management &Organisational Behaviour; Perception; Learning Personality. Group Dynamics and Team Development; Group dynamics: Definition and importance, types of groups, group formation, group development, group composition, group performance factors; team development.

Organisation Culture; Concept, Creating &SustainingCulture, learning culture; Work stress & its management. Work team: Difference between group and teams, types of teams, creating effective team, Conflict: Meaning, types, conflict management. Johari window.

# Suggested Readings:

* Harold Koontz and Heinz Weihrich, Essentials of Management: An International Perspective, McGraw–Hill, New Delhi.
* Stephen P Robbins, David A. Decanzo, Fundamentals of Management, Pearson Education, New Delhi.
* Stephen P. Robbins, Timothy A. Judge, SeemaSanghi, OrganisationalBehaviour, Pearson Education, New Delhi.
* K. Aswathappa, OrganisationalBehaviour, Text, Cases and Games, Himalaya Publishing.
* Fred Luthans, Organizational Behavior, Mc Graw Hill.

Syllabus of M.Com.-I (First Semester)

**CORE PAPER**

**PAPER: MC 102: ACCOUNTING FOR MANAGERIAL DECISIONS**

**5 Credits**

# Duration: 3hrs. Max. Marks: 100

**Pass Marks: 35% Internal Assessment: 30 marks**

**Lecture Deliver: 60 Theory: 70 marks**

**Objective:** To imbibe the student with fundamental understanding of managerial accounting and how it assists an organization's management team in the overallmanagement process.

**INSTRUCTIONS FOR PAPER SETTER/EXAMINERS**

The question paper will consist of three sections. Section A and B (Consist of unit I and II of the syllabus, respectively) will have four questions each from respective units and candidates are required to attempt two questions each from section A and B. Each question in section A and B shall carry 10 marks. Section C will consist of 12 short answer type questions covering entire syllabus and the candidates are required to attempt any ten questions. Each question in section C will carry 3 marks.

# UNIT-I

Role of Financial information in management decisions. Nature and attributes of Financial Statements, Analysis and interpretation of Financial Statements, Techniques of analysis, trend analysis, ratio analysis and AS 20.

Cost Management System: Concept, Factors Affecting Cost Management, Cost Assignment. Applications of Marginal Costing and Cost Volume Profit analysis for decision making.

# UNIT-II

Strategic Cost Management (SCM): Concept and Philosophy, Key elements in SCM, Value Chain Analysis, Strategic Positioning. Target Costing, Life Cycle Costing, Kaison Costing, ABC Analysis, Transfer Pricing.

Cost Management and Performance Evaluation: Evaluation criteria; Return on Cash Systems; The Balanced Scorecard; implementation of Balanced Scorecard, Challenges in implementation of Balanced Scorecard.

Budgetary Control: Concept, types and Process (Real life project on budget). Standard Costing & Variance Analysis.

# Suggested Readings:

* M Y Khan & P K Jain, Management Accounting, Tata McGraw- Hill, New Delhi.
* Jawaharlal, Management Accounting, Himalaya Publishers, Mumbai.
* Kulshrestha, N.K., Management Accounting, Tata McGraw Hill, New Delhi.
* Ramachandran, and Kakani, How to Analyze Financial Statements, Tata McGraw Hill
* Ravi. M. Kishore, Cost Management, Taxman, Allied Services (p) Ltd.
* Charles T. Horngren, George Foster, Srikant M. Data, Cost Accounting: A Managerial Emphasis, Prentice Hall of India, New Delhi.
* Anthony R.N, Management Accounting Principles, Grawin Publishing.
* John K. Shank, Cases in Cost Management: A Strategic Emphasis, South-Western Publishing, Thomson Learning.

Syllabus of M.Com.-I (First Semester)

**CORE PAPER**

**PAPER MC 103: BUSINESS ECONOMICS**

**5 Credits**

# Duration: 3hrs. Max. Marks: 100

**Pass Marks: 35% Internal Assessment: 30 marks**

**Lecture Deliver: 60 Theory: 70 marks**

**Objective:** The main objective of this paper is to understand the basic economic principles essential for making business decisions in today's global economy.

**INSTRUCTIONS FOR PAPER SETTER/EXAMINERS**

The question paper will consist of three sections. Section A and B (Consist of unit I and II of the syllabus, respectively) will have four questions each from respective units and candidates are required to attempt two questions each from section A and B. Each question in section A and B shall carry 10 marks. Section C will consist of 12 short answer type questions covering entire syllabus and the candidates are required to attempt any ten questions. Each question in section C will carry 3 marks.

# UNIT-1

Nature and scope of Business Economics: Objective of firm; Economic theory; Fundamental economic concepts: Incremental principle, opportunity cost principle discounting principle, equi-marginal principle.

Demand Analysis: Individual and market demand functions; Law of demand, determinants of demand; Theory of Consumer Choice: Cardinal utility approach, indifference approach, Revealed preference and theory of consumer choice under risk.

Demand estimation for major consumer durable and non-durable products; Elasticity of demand: Price elasticity, income elasticity and cross elasticity. Demand forecasting techniques.

Production Theory: Production function: production with one and two variable inputs; Stages of production; Short and long run cost functions: their nature, shape and inter- relationship; Law of variable proportions; Law of returns to scale.

# UNIT-II

Price Determination under different Market Conditions: Characteristics of different market structures; Price determination and firm's equilibrium in short-run and long-run under perfect competition, monopolistic competition, oligopoly and monopoly.

Price Practices: Methods of price determination in practice; pricing of multiple products; price discrimination; International price discrimination and dumping: Transfer pricing.

Classical, and Keynesian theory of income and employment, Theory of consumption and investment spending, multiplier-accelerator interaction; Business Cycles: Nature and phases of a business cycle; Theories of business cycle: Cobweb, Samulson and Hicks Theories; Inflation: Definition, characteristics and types inflation in term of demand pull and cost push factors, effects and control of inflation.

# Suggested Readings:

* + Koutsyiannis, A., Modern Microeconomics, Macmillan Press Ltd.
  + Mote, Paul & Gupta, Managerial Economics, Tata McGraw Hill.
  + Jhingan, M. L., Micro Economics, Advent Books Division Inc.
  + Ahuja, H. L. Advanced Micro EconomicsTheory, S. Chand & Co. New Delhi.

Syllabus of M.Com.-I (First Semester)

**CORE PAPER**

**PAPER: MC 104:E-COMMERCE**

**5 Credits**

# Duration: 3hrs. Max. Marks: 100

**Pass Marks: 35% Internal Assessment: 30 marks**

**Lecture Deliver: 60 Theory: 70 marks**

**Objective:** The main objective of this paper is to acquaint the students with a fundamental understanding of the environment and strategies of e-commerce in the recent economy.

**INSTRUCTIONS FOR PAPER SETTER/EXAMINERS**

The question paper will consist of three sections. Section A and B (Consist of unit I and II of the syllabus, respectively) will have four questions each from respective units and candidates are required to attempt two questions each from section A and B. Each question in section A and B shall carry 10 marks. Section C will consist of 12 short answer type questions covering entire syllabus and the candidates are required to attempt any ten questions. Each question in section C will carry 3 marks.

# UNIT-I

Introduction to E-Commerce: Meaning and concept, Importance in the context of today’s business, technical components, functions, advantages of e-commerce as compared with traditional system of commerce, disadvantages and scope of E-Commerce, difference between e-commerce and e-business, Internet and its relation to e-commerce. State of e- commerce in India, problems and opportunities of e-commerce in India.

Framework of E-Commerce: B2B, B2C, C2C, C2B. Supply Chain Management, product and service digitization; Planning Online-Business: Web sites as market place, E – commerce, pure online vs. brick and click business.

# Unit -II

Operations of E Commerce: Electronic Payment Systems: Special features required in payment systems for e-commerce; types of e-payment system; cash and currency servers, e- cheques, credit cards, smart cards, electronic purses and debit cards, digital currency, Risk management options for e - payment systems. E-Marketing: Concept, types of e-marketing, means of advertising [Banner, Pop-up, sponsored link, email], e-branding. E-Finance: Areas of e-financing: e-banking (UPI, NEFT, RTGS, IMPS) and e-trading; E-Accounting.

Security and Legal Aspects of E-Commerce: Threats in E-Commerce, Security of Clients and Service-Provider; Changing Structure of organization and the role of e-commerce in various sectors. Cyber Law-Information Technology Act 2000: An overview of major provisions.

# Suggested Readings:

* Joseph, P.T. E-Commerce – An Indian Perspective, Prentice Hall of India.
* Schneider, Gary P. E-Commerce: Strategy, Technology and Implementations, Cengage Learning India Private Limited.
* Murthy, C.S.V. E-Commerce; Concepts, models, Strategies; Himalaya Publishing House.
* Agarwala, Kamlesh N., Amit Lal and DeekshaAgarwala, Business on the Net: AnIntroduction to the Whats and Hows of E -Commerce, Macmillan India Ltd.
* Bajaj, Deobyani Nag, E-Commerce, Tata McGraw Hill Company, New Delhi.
* Turban, E., et. al., Electronic commerce: A Managerial Perspective, Pearson EducationAsia.

Syllabus of M.Com.-I (First Semester)

**ELECTIVE PAPER GROUP-I: FINANCE**

**MC: 105(i): FINANCIAL MANAGEMENT**

**5 Credits**

# Duration: 3hrs. Max. Marks: 100

**Pass Marks: 35% Internal Assessment: 30 marks**

**Lecture Deliver: 60 Theory: 70 marks**

**Objective:** The main aim of this paper is to equip participants with requisite financial skills requiredfor the solution of managerial problems.

**INSTRUCTIONS FOR PAPER SETTER/EXAMINERS**

The question paper will consist of three sections. Section A and B (Consist of unit I and II of the syllabus, respectively) will have four questions each from respective units and candidates are required to attempt two questions each from section A and B. Each question in section A and B shall carry 10 marks. Section C will consist of 12 short answer type questions covering entire syllabus and the candidates are required to attempt any ten questions. Each question in section C will carry 3 marks.

# UNIT-I

Financial Management: Meaning, Scope, and Objectives, Financial Goals: Profit Maximization v/s Wealth Maximization, Finance Functions: Investment, Financing and Dividend decisions; Time Value of Money (Compounding and Discounting Methods). Capital Budgeting: Nature of Investment Decisions, Investment evaluation criteria: Payback period, Accounting rate of return, Net present value, Internal rate of return, Profitability index, Capital Rationing, Capital Budgeting under Risk and Uncertainty. Instruments of financial: long term and short term.

Cost of Capital: Meaning and Significance, Cost of debt, preference capital, equity capital and retained earnings, Weighted average cost of capital; Financial, operating and combined leverage: their measurement and effect on profit.

# UNIT-II

Capital Structure: Concept and significance, Theories of Capital Structure, Capital Structure in Practice; Dividend Policy: Forms of dividend, stability in dividend policy, Dividend theories, Dividends policy in practice.

Working Capital: Meaning, significance and types, Factors affecting working capital requirements, determining working capital needs, Working capital management, Sources of working capital, Financing of working capital, Management of Cash, Receivables and Inventories; Mergers and Acquisitions: Reasons and Financial considerations.

# Suggested Readings:

* Chandra, Prasanna, Financial Management, Tata McGraw Hill, Delhi
* Pandey I.M., Financial Management, Vikas Publishing House
* Van Horne. J.G. and J.M. Wachowicz Jr., Fundamentals of Financial Management, Prentice Hall, Delhi.
* Van Horne, James G, Financial Management and Policy, Prentice Hall, Delhi
* Khan, MY, Jain, PK, Financial Management,Tata McGraw Hill, New Delhi.
* R.M. Srivastava : Financial Management and Policy, Himalyan Publishing House, Bombay.
* J.J. Hampton : Financial Decision Making Concepts. Problems and Cases, Prentice Hall of India, New Delhi.

Syllabus of M.Com.-I (First Semester)

**ELECTIVE PAPER**

**GROUP-II: ACCOUNTING &MANAGEMENT**

# PAPER - MC 105 (ii) INTERNATIONAL ACCOUNTING

**5 Credits**

# Duration: 3hrs. Max. Marks: 100

**Pass Marks: 35% Internal Assessment: 30 marks**

**Lecture Deliver: 60 Theory: 70 marks**

**Objective:** The main objective of this paper is to provide important information that can be used to make informed decisions.

**INSTRUCTIONS FOR PAPER SETTER/EXAMINERS**

The question paper will consist of three sections. Section A and B (Consist of unit I and II of the syllabus, respectively) will have four questions each from respective units and candidates are required to attempt two questions each from section A and B. Each question in section A and B shall carry 10 marks. Section C will consist of 12 short answer type questions covering entire syllabus and the candidates are required to attempt any ten questions. Each question in section C will carry 3 marks.

# UNIT-I

Introduction to International Accounting: Interaction between accounting and its environment. Meaning and domain of international accounting, Approaches to International Accounting.

International financial reporting: concept and differences in international financial reporting. Reporting problems of Multinational Companies.

Comparative financial reporting in US, UK, China, Japan and India.

# UNIT-II

International harmonization of financial reporting: Need, Role of IASB, OECD, EU and IOSCO (International Organization of Securities Commissions), Convergence of accounting standards.

International transfer pricing: meaning, objectives, methods and regulation

Accounting for foreign currency transactions and translation: approaches to accounting for foreign currency transactions, methods of foreign currency translation. Practices in various countries.

Issues related to consolidation of financial statements of MNCs.

International taxation: diversity of national tax systems, taxation of foreign source income and double taxation.

Evaluating the performance of foreign operations.

# Suggested Readings:

* + Choi, Frederick D S and Meek, Garry K, "International Accounting", Pearson Education 5th edition. 2007.
  + Doupnik, Timothy and Perara, Hector, "International Accounting", Mcgraw Hill international edition, 2007.
  + Saudagaran, Shahrokh M. International Accounting - A Users perspective", Thompson, 2nd edition, 2007.
  + Iqbal, zafar M, Melchar, Trini U, and Elmallah, Amin A, International Accounting: A Global Perspective". International Thomson publishing.
  + Rathore, Shirin, "International Accounting", PHI

Syllabus of M.Com.-I (Second Semester)

**CORE PAPER**

**PAPER: MC 201:ADVANCED ACCOUNTING**

**5 Credits**

# Duration: 3hrs. Max. Marks: 100

**Pass Marks: 35% Internal Assessment: 30 marks**

**Lecture Deliver: 60 Theory: 70 marks**

**Objective:** The main objective of this paper is to improve the competency of the students in context with the recent developments in accounts.

**INSTRUCTIONS FOR PAPER SETTER/EXAMINERS**

The question paper will consist of three sections. Section A and B (Consist of unit I and II of the syllabus, respectively) will have four questions each from respective units and candidates are required to attempt two questions each from section A and B. Each question in section A and B shall carry 10 marks. Section C will consist of 12 short answer type questions covering entire syllabus and the candidates are required to attempt any ten questions. Each question in section C will carry 3 marks.

# UNIT-I

Accounting Standards: Purpose, Development of International and Indian Accounting Standards, Convergence of Indian Accounting Standards with International Accounting Standards, Indian Accounting Standards 1, 2, 10, 17, 19, 25 and 26. International Financial

Reporting Standards 1, 3, 4, 10 and 12. Corporate Reporting Practices in India and its evaluation. Creative Accounting: Concept and implications.

# UNIT-II

Amalgamation, Absorption and Reconstruction of Companies, Holding Company Accounts. Accounting for Price Level Changes: Nature and Techniques; Accounting for Human Resources: Need, Models for Valuation; Areas of Corporate Social Performance: Measurement and Public reporting of Corporate Social Performance; Recent Developments in Accounting: Value Added Statement, EVA, Environmental Accounting, Learn Accounting, Forensic Accounting and International Accounting.

# Suggested Readings:

* Lal Jawahar , Accounting Theory and Practice, Himalaya Publishing House.
* Porwal L.S., Accounting Theory, Tata Mc Graw Hill
* Rawat D.S., Accounting standards, Taxmann Publication, New Delhi.
* Kamal Garg, IFRS Concepts and Applications, Bharat Law House Pvt. Limited.
* Ghosh T.P. IFRSs For Finance Executives, Taxmann Allied Services Private Limited.
* John K. Shank, Cases in Cost Management: A Strategic Emphasis, South-Western Publishing, Thomson Learning.

**Syllabus of M.Com.-I (Second Semester)**

**PAPER: MC 202: BUSINESS ENVIRONMENT**

**5 Credits**

# Duration: 3hrs. Max. Marks: 100

**Pass Marks: 35% Internal Assessment: 30 marks**

**Lecture Deliver: 60 Theory: 70 marks**

**Objective:** To study the Business Environment that can provide all the information which is needed for taking good business decisions and scan businesses through Business Environment.

**INSTRUCTIONS FOR PAPER SETTER/EXAMINERS**

The question paper will consist of three sections. Section A and B (Consist of unit I and II of the syllabus, respectively) will have four questions each from respective units and candidates are required to attempt two questions each from section A and B. Each question in section A and B shall carry 10 marks. Section C will consist of 12 short answer type questions covering entire syllabus and the candidates are required to attempt any ten questions. Each question in section C will carry 3 marks.

# UNIT-I

Theoretical framework of Business Environment: concept, significance and nature of business environment; Elements of Business Environment: Internal and external; changing dimensions of business environment; techniques of environmental scanning and monitoring.

Economic Environment: Economic planning in India, Niti Aayog: its Function, Guiding principles, structure; Economic policies: Fiscal Policy, Monetary Policy, EXIM Policy

Political Environment and Its Critical elements, Defects of the free enterprise system, the evolution of concept state participation in economic Development, Rationale for state Intervention in Economic Affairs, Extent of Govt. participation

# UNIT-II

Legal Environment: Competition Act 2002, Consumer Protection Act 1986, Right to Information Act 2005, Environment Protection Act1986,Corporate social responsibility.

Global Environment: WTO- Composition, membership, recent meetings; Foreign Direct Investment, Modes and growth of FDI in India. International economic institutions: IMF, World Bank, IFC, IDA and ADB.

# Suggested Readings:

* Ahmed,M&Alam,A. “Business environment :text& cases” PHI Learning private Ltd.
* K Ashwathappa, Essentials of Business Environment, Himalaya Publishing House, New Delhi.
* M. Adhikary, Economic Environment for Business, Sultan Chand & Sons, New Delhi.
* Paul Justin, Business Environment: Text and Cases, Tata McGraw Hill Publishing.

**Syllabus of M.Com.-I (Second Semester)**

**PAPER: MC 203: RESEARCH METHODOLGY & STATISTICAL TECHNIQUES**

**5 Credits**

# Duration: 3hrs. Max. Marks: 100

**Pass Marks: 35% Internal Assessment: 30 marks**

**Lecture Deliver: 60 Theory: 70 marks**

**Objectives:** The general objective of this paper is to introduce students to methods of research to introduce students to many of the technical aspects of how to do empirical research using some of the main data collection and analysis techniques.

**INSTRUCTIONS FOR PAPER SETTER/EXAMINERS**

The question paper will consist of three sections. Section A and B (Consist of unit I and II of the syllabus, respectively) will have four questions each from respective units and candidates are required to attempt two questions each from section A and B. Each question in section A and B shall carry 10 marks. Section C will consist of 12 short answer type questions covering entire syllabus and the candidates are required to attempt any ten questions. Each question in section C will carry 3 marks.

**UNIT-I**

Introduction to Research: Nature, Objectives, Types & Utility, Process of Research.

Hypothesis: Meaning, Nature, Importance, Types, Criteria for Construction of Hypothesis, sources of deriving hypothesis. Data Collection Methods: Primary Sources: Observation, Interview, Questionnaire, Schedules, Survey.

Secondary Sources: Types and sources of locating secondary data and computer assisted information acquisition.

Sampling Methods: Probability and nonprobability methods; sampling frame, sampling design, sampling and nonsampling errors, size of a sample.

**UNIT-II**

Statistical Analysis of Data: Probability distributions: Binomial, Poisson and Normal distributions. Testing of Hypothesis: Procedure, Measuring power of test.

Tests of Hypothesis: Parametric and non parametric tests different test of significance type I & II errors. Statistical tests: Chi square, t-test, f-test, z-test & Kendal’s co-efficient of concordance(w-test), Kruksalwallis H test, Wald wolfowitz test. Report writing: Mechanics of report writing, preliminary pages, Main body, appendices. Role of Computer in Research: Introduction to SPSS.

**Suggested Readings:**

* Cooper, D. R. and Schindler, P.S., Business Research Methods,Tata McGraw Hill, New Delhi.
* Kothari, C. R., Research Methodology, New Age International.
* Zikmund, Millian G., Business Research Methods, Thomson Learning, Bombay.
* Geode, Millian J. & Paul K. Hatl, Methods in Research Methods, Tata McGraw Hills, New Delhi
* Gupta S. P., Statistical Methods, Sultan Chand, Delhi
* Goode, W. J. and Hatt, P. K., Methods in Social Research
* Young, P. V., Scientific Social Surveys and Research

**Syllabus of M.Com.-I (Second Semester)**

# PAPER: MC 204: Seminar (Based upon current issues relating to commerce)

**3 Credits**

# Duration: 3hrs. Max. Marks: 50

**Pass Marks: 35% Internal Assessment: 50marks Lecture Deliver: 60**

**Objective:** To enhance student’s knowledge by exploring various current issues related tobusiness environment and also to enhance their presentation skills on respective theme.

**Syllabus of M.Com.-I (Second Semester) ELECTIVE PAPER**

**GROUP-I: FINANCE**

**PAPER: MC 205 (i): FINANCIAL INSTITUTIONS AND MARKETS**

**5 Credits**

# Duration: 3hrs. Max. Marks: 100

**Pass Marks: 35% Internal Assessment: 30 marks**

**Lecture Deliver: 60 Theory: 70 marks**

**Objective:** To analyze the role of a financial system in the development of an economy byunderstanding various constituents of a country’s financial system and debate on whether and howeach of these constituents should work together to have the right influence on the economy.

**INSTRUCTIONS FOR PAPER SETTER/EXAMINERS**

The question paper will consist of three sections. Section A and B (Consist of unit I and II of the syllabus, respectively) will have four questions each from respective units and candidates are required to attempt two questions each from section A and B. Each question in section A and B shall carry 10 marks. Section C will consist of 12 short answer type questions covering entire syllabus and the candidates are required to attempt any ten questions. Each question in section C will carry 3 marks.

**UNIT-I**

Financial System: Meaning, nature, structure, role, flow of funds in financial system, Financial systems and economic development. An overview of Indian Financial System.

Financial Institutions: Banking System in India- Brief history and present structure of commercial banks in India, Importance of banking business. Functions of RBI and guidelines for NBFCs.

Development Banks- concept, objectives, & functions, promotional role, resource mobilization, project evaluation & follow up. Role played by IFCI, SIDBI, SFCs SIDCs in Development of various sectors of Indian economy.

**UNIT-II**

Financial Markets: Meaning, nature, structure, significance of Financial markets. Financial Markets in India: An Overview.

Money market; Money market meaning, constituents, functions of money market; Money market instruments- call money, treasury bills, certificates of deposits, commercial bills, trade bills etc; Recent trends in Indian money market; Capital market- primary and secondary markets; role, recent developments in Indian Capital Markets. International Stock Exchanges. Regulatory Role of SEBI.

**Suggested Readings:**

* Khan M.Y.,Financial System, Tata McGraw Hill, New Delhi.
* Machiraju, Indian Financial System, Vikas Publishers.
* Bhole, L.M., Financial Institutions and Markets, Tata McGraw Hill, New Delhi.
* Pathak, B.V., The Indian *Financial System*: Markets, Institutions and Services, Pearson Publishers.
* P N Varshney & D K Mittal, Indian Financial System, Sulthan Chand & Sons

**Syllabus of M.Com.-I (Second Semester) ELECTIVE PAPER**

**GROUP-II: ACCOUNTING & MANAGEMENT**

# PAPER- MC 205 (ii) MANAGEMENT INFORMATION AND CONTROL SYSTEM

**5 Credits**

# Duration: 3hrs. Max. Marks: 100

**Pass Marks: 35% Internal Assessment: 30 marks**

**Lecture Deliver: 60 Theory: 70 marks**

**Objective:** The main objective of this paper is to make the students understand the MIS to enhance the efficiency and effectiveness of the decision making process.

**INSTRUCTIONS FOR PAPER SETTER/EXAMINERS**

The question paper will consist of three sections. Section A and B (Consist of unit I and II of the syllabus, respectively) will have four questions each from respective units and candidates are required to attempt two questions each from section A and B. Each question in section A and B shall carry 10 marks. Section C will consist of 12 short answer type questions covering entire syllabus and the candidates are required to attempt any ten questions. Each question in section C will carry 3 marks.

# UNIT-I

Introduction to Management Information System (MIS): Meaning and Role, MIS concepts, Types, Information Flow in Management. Development of Management Information System. Managing Information System: Information System Security and Control; Challenges of Management Information Systems; Ethical and Social Impact of Information System.

MIS for Management Support: Planning with MIS, Control with MIS, Problem Solving and Decision Making.

# UNIT-II

Nature of Management Control System (MCS): Basic concepts, boundaries of Management Control. Management Control Environment; Understanding Strategies, Goals, Business Unit Strategy. Behaviour in organizations, Goal Congruence, Informal factors influencing goal congruence, Formal Control Systems.

Responsibility Centres: Concept, nature, types. Expense Centres: Administrative & Support Centres, R & D centres. Revenue Centres, Profit Centres: General considerations, Business Unit as profit centre. Transfer pricing: objectives, methods of transfer pricing.

Investment Centres: Structure of analysis, EVA vs ROI. Budget preparation process; Performance Measurement Systems, Interactive Control.

**Suggested Readings:**

* Anthony, Robert N., and Govindrajan, Vijay, Management Control System, McGraw Hill
* Merchant, Kenneth A., Modern Management Control Systems: Text and Cases, Pearson Education Asia.
* O’ Brian, James A, Management Information Systems, Tata McGraw Hill, New Delhi.
* Gordon B Davis, Management Information System; Prentice Halll of India, New Delhi.
* Post Gerals V and Anderson, David L, Management Information Systems, Tata McGraw Hill, New Delhi