

University of Mumbai



**R.E.Society's
R. P. Gogate College of Arts & Science and
R. V. Jogalekar College of Commerce (Autonomous), Ratnagiri**

**Bachelor of Commerce (B.Com) Programme
Four Year Integrated Programme-
Eight Semesters**

Course Structure

F.Y.B.COM

Under Choice Based Credit System (CBCS)

To be implemented from Academic Year 2024-2025

B.Com Programme
Under Choice Based Credit System(CBCS)
Course Structure (Autonomous)

F.Y.B.Com

(To be implemented from Academic Year- 2024-25)

No. of Courses	Semester I	Credits	No. of Courses	Semester II	Credits
	School Specific Courses (SSC)			School Specific Courses (SSC)	
	Major			Major	
UCOM101	Financial Accounting and Auditing - I	02	UCOM201	Financial Accounting and Auditing - II	02
UCOM102	Commerce - I	02	UCOM202	Commerce - II	02
UCOM103	Business Economics - I	02	UCOM203	Business Economics - II	02
	Indian Knowledge System(IKS)			Minor	
UCOM104	Indian Management Thought and Practices	02	UCOM204	Business Law -I	02
	Generic / Open Elective			Generic / Open Elective	
UCOM105	Mathematical and Statistical Techniques - I	04	UCOM205	Mathematical and Statistical Techniques - II	04
	Vocational Skill Course (VSC)			Vocational Skill Course (VSC)	
UCOM106	Travel & Tourism Management -I	02	UCOM206	Travel & Tourism Management -II	02
	Skill Enhancement Course (SEC)			Skill Enhancement Course (SEC)	
UCOM107	Entrepreneurship Management- I	02	UCOM207	Entrepreneurship Management- II	02
	Ability Enhancement Course (AEC)			Ability Enhancement Course (AEC)	
UAAECENG 103	English for Commercial Purpose -I	02	UAAECENG 203	English for Commercial Purpose -II	02
	Value Education Course (VEC)			Value Education Course (VEC)	
UCOM109	Environmental Geography - I	02	UCOM209	Environmental Geography - II	02
	Co-Curricular			Co-Curricular	
UCOM110	Any one course from the Table 1 given below	02	UCOM210	Any one course from the List given below	02
	Total Credits	22		Total Credits	22

Course Code	Semester I	Course Code	Semester II
GJCC101	National Social Service (NSS)	GJCC201	National Social Service (NSS)
GJCC102	National Cadet Corps (NCC)	GJCC202	National Cadet Corps (NCC)
GJCC103	Sports & Yoga	GJCC203	Sports & Yoga
GJCC104	Cultural	GJCC204	Cultural
GJCC105	Career Katta	GJCC205	Career Katta
GJCC106	Life Long Learning	GJCC206	Life Long Learning
GJCC107	Shodhvedh / Avishkar Projects	GJCC207	Shodhvedh / Avishkar Projects
GJCC108	Science Association	GJCC208	Science Association
GJCC109	Film Club	GJCC209	Film Club
GJCC110	Infotech Courses	GJCC210	Infotech Courses

Evaluation Pattern 60:40

The performance of the learners shall be evaluated into two parts. The learner's performance shall be assessed by Internal Assessment with 40% marks in the first part and by conducting the Semester End Examinations with 60% marks in the second part. The allocation of marks for the Internal Assessment and Semester End Examinations are as shown below:

A) Internal Assessment: 40 % of 100 (40 Marks) or 40% of 50 (20 Marks)

Sr.No.	Particulars	4 credit subjects Marks	2 credit subjects Marks
01	One Class Test / Online Examination to be conducted in the given semester [Duration: 40 Minutes] [Duration: 20 Minutes]	20	10
02	One Assignment to be conducted in the given semester	10	05
03	Active participation in routine class instructional deliveries and overall conduct as a responsible learner, mannerism and articulation and exhibit of leadership qualities in organizing related academic activities	10	05
	Total	40	20

B) Semester End Examination: 60% of 100 (60 Marks) or 60% of 50 (30 Marks)

Duration: The examination shall be of 1 to 2 hours duration.

Question Paper Pattern

1. There shall be two to five questions.
2. All questions shall be compulsory with internal options.
3. Question may be subdivided into sub-questions a, b, c... and the allocation of marks depends on the weightage of the unit.

C) Standard of Passing

The learner to pass a course shall have to obtain a minimum of 40% marks in aggregate for each course where the course consists of Internal Assessment & Semester End Examination. The learner shall obtain minimum of 40% marks (for 100 Marks examination i.e. 16 out of 40) and (for 50 marks examination i.e. 8 out of 20) in the Internal Assessment. 40% marks in Semester End Examination (for 100 Marks examination i.e. 24 out of 60) or (50 marks examination i.e. 12 out of 30) separately, to pass the course and minimum of Letter Grade "P" in the project component, wherever applicable to pass a particular semester. A learner will be said to have passed the course if the learner passes the Internal Assessment & Semester End Examination together.

D) Performance Grading**Letter Grades and Grade Points**

Semester GPA/ Program CGPA Semester/Program	% of Marks	Alpha-Sign / Letter Grade Result
9.00-10.00	90.0 -100	O (Outstanding)
8.00 ≤ 9.00	80.0 ≤ 90.0	A+ (Excellent)
7.00 ≤ 8.00	70.0 ≤ 80.0	A (Very Good)
6.00 ≤ 7.00	60.0 ≤ 70.0	B+ (Good)
5.50 ≤ 6.00	55.0 ≤ 60.0	B (Above Average)
5.00 ≤ 5.50	50.0 ≤ 55.0	C (Average)
4.00 ≤ 5.00	40.0 ≤ 50.0	P (Pass)
Below 4.00	Below 40	F (Fail)
Ab (Absent)	-	Absent

B.Com. Programme
Under Choice Based Credit System (CBCS)
Course Structure (Autonomous)
(To be implemented from Academic Year: 2024-2025)

Semester I

No. of Courses	Semester I	Credits
	<i>School Specific Courses (SSC)</i>	
	<i>Major</i>	
UCOM101	Financial Accounting and Auditing - I	02
UCOM102	Commerce - I	02
UCOM103	Business Economics - I	02
	<i>Indian Knowledge System (IKS)</i>	
UCOM104	Indian Management Thought and Practices	02
	<i>Generic / Open Elective</i>	
UCOM105	Mathematical and Statistical Techniques - I	04
	<i>Vocational Skill Course (VSC)</i>	
UCOM106	Travel & Tourism Management -I	02
	<i>Skill Enhancement Course (SEC)</i>	
UCOM107	Entrepreneurship Management- I	02
	<i>Ability Enhancement Course (AEC)</i>	
UAAECENG103	English for Commercial Purpose -I	02
	<i>Value Education Course (VEC)</i>	
UCOM109	Environmental Geography I	02
	<i>Co-Curricular</i>	
UCOM110	Any one course from the List given below	02
	Total Credits	22

Table 1: Co-curricular Course

Course Code	Semester I
GJCC101	National Social Service (NSS)
GJCC102	National Cadet Corps (NCC)
GJCC103	Sports & Yoga
GJCC104	Cultural
GJCC105	Career Katta
GJCC106	Life Long Learning
GJCC107	Shodhvedh / Avishkar Projects
GJCC108	Science Association
GJCC109	Film Club
GJCC110	Infotech Courses

**R. P. GOGATE COLLEGE OF ARTS AND SCIENCE AND
R. V. JOGALEKAR COLLEGE OF COMMERCE (AUTONOMOUS), RATNAGIRI**

Name of Programme	BACHELOR OF COMMERCE (B.COM)
Level	Under Graduate
No of Semesters	06
Year of Implementation	2023-24
Programme Specific Outcomes (PSO)	<ol style="list-style-type: none"> 1. After successfully completing the four-year Degree Course – Bachelor of Commerce (B.Com. with Honors) program, learners will have a strong foundation and develop critical thinking abilities in the fields of Commerce, Economics, Accounting, Quantitative Methods, and Human Resource Management. 2. It will equip students with the knowledge and skills required for accounting and financial management in various sectors. 3. It will enhance communication, presentation and interpersonal skills for effective business communication. 4. It will foster an entrepreneurial spirit and innovation amongst students and prepare them for self-employment and for higher studies. 5. It inculcates ethical values, social responsibility and environmental awareness among students to be responsible citizens. 6. The students will use quantitative & qualitative skills applying both business and mathematical tools to support decision making in business situations. 7. Enables students to apply the knowledge of business and commerce in finding solutions to complex organisational problems. 8. Develop self-confidence and awareness of general issues prevailing in society.
Relevance of PSOs to the local, regional, national, and global developmental needs	B.Com Programme aims to equip students with the knowledge, skills and attitude to meet the challenges of the modern-day business organizations. The programme aims to nurture the students in intellectual, personal, interpersonal and social skills with a focus on Holistic Education. This programme brings out reflective and scientific thinking in the students which makes them inquisitive and curious to get deep insights of the business world and tackle the complex situations with much knowledge and wisdom.

**Syllabus of Courses of B.Com. Programme at Semester I
with Effect from the Academic Year 2023-2024**

School Specific Courses (SSC)

Major Course

1. Financial Accounting and Auditing - I

Name of the Course	FINANCIAL ACCOUNTING AND AUDITING - I
Course Code	UCOM101
Class	FYBCOM
Semester	I
No of Credits	02
Nature	Practical
Type	Major
Employability/ entrepreneurship/ skill development	Financial Accounting & Auditing syllabus is designed in such a way that, after the course completion, the learner will be able to apply the knowledge in Inventory Management in manufacturing or any other organizations. The learner will be able to prepare manufacturing firms Accounting. The learner will understand and apply Departmental Accounting. Learners will be able to apply their knowledge in Accounting fields.

Modules at a Glance

Sr. No.	Modules	No. of Lectures
1	Valuation of Inventories	10
2	Final Accounts	10
3	Departmental Accounts	10
Total		30

Course Outcomes

The learner will be able to

1. Understand Inventory management system and calculate Inventory Accounting.
2. Understand and apply basic concepts of Capital and Revenue income and expenditure.
3. Prepare Final Accounts of Manufacturing Concerns.
4. Calculate profits of Individual Department and Accounting of Departmental stores.

Sr. No.	Modules / Units
1	Valuation of Inventories (10 Lectures)
	AS:2 Valuation of Inventories Inventory Systems: Periodic Inventory system and Perpetual inventory system Methods of stock valuation: FIFO and Weighted Average Method
2	Final Accounts (10 Lectures)
	Expenditure: Capital, Revenue Receipt: Capital, Revenue Adjustment and Closing entries, Final Accounts of Manufacturing concerns (Proprietary Firm)
3	Departmental Accounts (10 Lectures)
	Meaning, Basis of Allocation of Expenses and Incomes/Receipts Inter Departmental Transfer: at Cost Price and Invoice Price Stock Reserve Departmental Trading and Profit & Loss Account and Balance Sheet

Learning Resources recommended

- Accountancy and Financial Management I by L.N. Chopade Sheth Publication Mumbai
- Accountancy and Financial Management I by Dr. (CA) Pradeep Kamathekar Lulu Publication Mumbai
- Introduction to Accountancy by T. S. Grewal, S. Chand and Company (P) Ltd., New Delhi
Advance Accounts by Shukla & Grewal, S. Chand and Company (P) Ltd., New Delhi
- Advanced Accountancy by R. L Gupta and M Radhaswamy, S. Chand and Company (P) Ltd., New Delhi
- Modern Accountancy by Mukherjee and Hanif, Tata Mc. Grow Hill & Co. Ltd., Mumbai
Financial Accounting by Lesile Chandwichk, Pentice Hall of India Adin Bakley (P) Ltd.
- Financial Accounting for Management by Dr. Dinesh Harsalekar, Multi-Tech. Publishing Co. Ltd., Mumbai.

Evaluation Pattern 60:40

A) Internal Assessment: 40 % of 50 (20 Marks)

Sr.No.	Particulars	Marks
01	One Class Test / Online Examination to be conducted in the given semester [Duration: 20 Minutes]	10
02	One Assignment to be conducted in the given semester	5
03	Active participation in routine class instructional deliveries and overall conduct as a responsible learner, mannerism and articulation and exhibit of leadership qualities in organizing related academic activities	5
	Total	20

B) Semester End Examination: 60% of 50 (30 Marks)

Question Paper Pattern

Maximum Marks: 30

Questions to be set: 02

Duration: 1 Hour

Question No	Particular	Marks
Q-1	Objective Questions A) Sub Questions to be asked 05 B) Sub Questions to be asked 05 (*Multiple choice / True or False / Match the columns/Fill in the blanks)	05 Marks 05 Marks
Q-1	OR Write Short Notes. (Any 2 out of 3)	10 Marks
Q-2	Solve the following Questions (Any Two) A) Full Length Practical Question B) Full Length Practical Question C) Full Length Practical Question	20 Marks

Note - Practical question of 10 marks may be divided into two sub questions of 5/5.

**Syllabus of Courses of B.Com. Programme at Semester I
with Effect from the Academic Year 2023-2024**

School Specific Courses (SSC)

Major Course

**2. Commerce - I
(Introduction to Business)**

Name of the Course	COMMERCE - I
Course Code	UCOM102
Class	FYBCOM
Semester	I
No of Credits	02
Nature	Theory
Type	Major
Employability/ entrepreneurship/ skill development	To make the learners well versed regarding conceptual knowledge of commerce. It helps the learners to demonstrate knowledge and understanding of basic principles of commerce. To make competent enough to think independently. It helps to learners to engage in lifelong learning in the contest of business studies.

Modules at a Glance

Sr. No.	Modules	No. of Lectures
1	Introduction to business	10
2	Project Planning for business unit	10
3	Women Entrepreneurship Development	10
Total		30

Course Outcomes

The learner will be able to

- 1: Know the various concepts and principles of business.
- 2: Understand the components of business environment.
- 3: Apply the principles for Women entrepreneurship development.

Sr. No.	Modules / Units
1	Introduction to Business (10 Lectures)
	<p>Introduction: Concept, Functions, Traditional and Modern Concept of business.</p> <p>Objectives of Business: classification of business objectives, Restructuring and turnaround strategies.</p> <p>Introduction of Business Environment: Concept and Importance of business environment, Constituents of Business Environment: Internal and External Environment</p>
2	Project Planning for business unit (10 Lectures)
	<p>Introduction: Business Planning Process; Concept and importance of Project Planning; Project Report;</p> <p>Business Unit Promotion: Concept and Stages of Business Unit Promotion, Location – Factors determining location, and Role of Government in Promotion.</p> <p>Statutory Requirements in Promoting Business Unit: Licensing and Registration procedure, Filing returns and other documents, Other important legal provisions</p>
3	Women Entrepreneurship Development (10 Lectures)
	<p>Introduction: Concept of Entrepreneur, Types, Characteristics of Women Entrepreneur, Objectives of Women Entrepreneurship</p> <p>Factors influencing Women Entrepreneurship: Role of women Entrepreneur Challenges and opportunities for women entrepreneurship,</p> <p>Prospects of women Entrepreneurship: Problems and Issues of Women Entrepreneurs, Government support to Women Entrepreneurs</p>

Learning Resources Recommended

- Business Organisation Management Maheshwari, Rajendra P , Mahajan, J.P., International Book House
- Business Organisation, Maheshwari, Rajendra P, Mahajan, J.P., International Book House
- Introduction To Commerce, Vikram, Amit, Atlantic Pub
- A Course Book On Business Environment, Cherunilam, Francis, Himalaya Pub
- Business Environment, Cherunilam, Francis, Himalaya Pub

Evaluation Pattern 60:40

A) Internal Assessment: 40 % of 50 (20 Marks)

Sr.No.	Particulars	Marks
01	One Class Test / Online Examination to be conducted in the given semester [Duration: 20 Minutes]	10
02	One Assignment to be conducted in the given semester	5
03	Active participation in routine class instructional deliveries and overall conduct as a responsible learner, mannerism and articulation and exhibit of leadership qualities in organizing related academic activities	5
	Total	20

B) Semester End Examination: 60% of 50 (30 Marks)

Question Paper Pattern

Maximum Marks: 30

Questions to be set: 02

Duration: 1 Hour

Question No	Particular	Marks
Q-1	Objective Questions A) Sub Questions to be asked 05 B) Sub Questions to be asked 05 (*Multiple choice / True or False / Match the columns/Fill in the blanks) OR	05 Marks 05 Marks 10 Marks
Q-1	Write Short Notes. (Any 2 out of 3)	
Q-2	Answer the following Questions (Any Two) A) Full Length Question B) Full Length Question C) Full Length Question	20 Marks

**Syllabus of Courses of B.Com. Programme at Semester I
with Effect from the Academic Year 2023-2024**

School Specific Courses (SSC)

Major Course

**3. Business Economics I
(Micro Economics)**

Name of the Course	BUSINESS ECONOMICS - I
Course Code	UCOM103
Class	FYBCOM
Semester	I
No of Credits	2
Nature	Theory
Type	Major
Highlight revision specific to employability/ entrepreneurship/ skill development (if any) 100 words	Business economics syllabus is designed in such a way that, after the course completion, the learner will be able to apply the theories of economics in decision making. The learner will be able to relate the impact of changes in income and prices on demand, Work out the short run and long run costs and revenue and determine the break-even point i.e no profit no loss condition. The learner will understand and apply economic reasoning to problems of business.

Modules at a Glance

Sr. No.	Modules	No. of Lectures
1	Introduction and Demand Analysis and Consumer Behaviour	10
2	Theory of Production	10
3	Theory of Cost and Revenue	10
Total		30

Course Outcomes

On successful completion of the course, the learner will be able to

1. Understand the theoretical and practical framework of basic Micro Economics.
2. Demonstrate the ability to calculate and measure elasticity of demand.
3. Work out the short run and long run costs and revenue and determine the break - even point
4. Understand and apply economic reasoning to problems of business.

Sr. No.	Modules / Units
1	Introduction and Demand Analysis and Consumer Behaviour (10 Lectures)
	Meaning and Scope of Business Economics Elasticity of Demand – Price, Income, Cross and Promotional. Indifference Curve Analysis – Properties of Indifference Curves - Budget Line Consumers' Equilibrium - Income Effect, Substitution Effect and Price Effect, Consumers Surplus. (Case Studies)
2	Theory of Production (10 Lectures)
	Production Function - Short Run and Long Run Law of Variable Productions Iso-quants - Least Cost Factor Combination Law Returns to Scale - Expansion Path Economies and Diseconomies of Scale and Economics of Scope (Case Studies)
3	Theory of Cost and Revenue (10 Lectures)
	Concepts of Costs - Short Run Costs (Fixed and Variable) Long Run Average Cost Curve- Derivation and Causes - Types of Revenue – TR, AR and MR - Behaviour of Revenue Curves in Perfect Competition and Monopoly. Break Even Analysis (Case Studies)

Learning Resources Recommended

1. Mehta, P.L.: Managerial Economics – Analysis, Problem and Cases (S. Chand and Sons, N. Delhi, 2000)
2. Hirchey .M., Managerial Economics, Thomson South western (2003)
3. Salvatore, D.: Managerial Economics in a global economy (Thomson South Western Singapore, 2001)
4. Frank Robert.H, Bernanke. Ben S., Principles of Economics (Tata McGraw Hill (ed.3)
5. Gregory Mankiw., Principles of Economics, Thomson South western (2002 reprint)
6. Samuelson and Nordhas.: Economics (Tata McGraw Hills, New Delhi, 2002)
7. Pal Sumitra, Managerial Economics cases and concepts (Macmillan, New Delhi,2004)
8. Bradley R. Schiller, The Macro Economics Today, Tata McGraw-Hill, 2011.
9. B. Douglas Bernheim and Michael D. Whinston, Microeconomics, Tata McGraw-Hill, 2011.
10. Lipsey, R.G. and A.K. Chrystal, Economics, Oxford Univ. Press, 2007.
11. Mankiw, N.G., Economics: Principles and Applications, Cengage Learning, 2009.
12. Pindyck, R.S. and D.L. Rubinfeld, Microeconomics, Pearson Education, 2008.

Evaluation Pattern 30:20

A) Internal Assessment: 40 % of 50 (20 Marks)

Sr.No.	Particulars	Marks
01	One Class Test / Online Examination to be conducted in the given semester [Duration: 20 Minutes]	10
02	One Assignment to be conducted in the given semester	05
03	Active participation in routine class instructional deliveries and overall conduct as a responsible learner, mannerism and articulation and exhibit of leadership qualities in organizing related academic activities	05
	Total	20

B) Semester End Examination: 60% of 50 (30 Marks)

Question Paper Pattern

Maximum Marks: 30

Questions to be set: 02

Duration: 1 Hour

Question No	Particular	Marks
Q-1	Objective Questions A) Sub Questions to be asked 05 B) Sub Questions to be asked 05 (*Multiple choice / True or False / Match the columns/Fill in the blanks)	05 Marks 05 Marks
Q-1	OR Write Short Notes. (Any 2 out of 3)	10 Marks
Q-2	Answer the following Questions (Any Two) A) Full Length Question B) Full Length Question C) Full Length Question	20 Marks

**Syllabus of Courses of B.Com. Programme at Semester I
with Effect from the Academic Year 2023-2024**

Indian Knowledge System (IKS)

4. Indian Management Thought and Practices

Name of the Course	Indian Management Thoughts and Practices I
Course Code	UCOM104
Class	FYBCOM
Semester	I
No of Credits	02
Nature	Theory
Type	Indian Knowledge System (IKS)
Employability/ entrepreneurship/ skill development	The learner will get the conceptual knowledge regarding Indian Management - Can start own business as a Social Entrepreneur - Can work as a corporate social responsibility consultant

Modules at a Glance

Sr. No.	Modules	No. of Lectures
1	Overview of Indian Society	08
2	Personality Development and Indian Learning	10
3	Indian Business culture and Leadership and motivation	12
Total		30

Course Outcomes

Learner will be able to:

1. Gain Knowledge regarding various *guna*.
2. Learn about personality development and Indian Learning
3. Utilize the Indian Ethos in Business Management.

Sr. No.	Modules/ Units
1	Overview of Indian Society (8 Lectures)
	Understand the multi-cultural diversity of Indian society through its demographics composition. Population distribution according to religion, caste and gender.
2	Personality Development and Indian Learning (10 Lectures)
	Three gunas – sattva, rajas, tamas Personality development through yoga – the three paths / marga – bhakti karma and gyana Indian concept of Learning-Gurukul System
3	Indian Business culture and Leadership and motivation (12 Lectures)
	Concept of Indian Business Culture: Self-Management, Cooperation and Mutual Trust, Vasudhaiva Kutumbakum Concept of Leadership: Qualities of leaders with special reference to Indian thoughts (Krishan as a leader) Types of Leadership and Team Building

Learning Resources Recommended

1. Indian Ethics and Values in Management: R Nandagopal, Ajith Sankar RN: Tata Mc Graw Hill
2. Business Ethics & Managerial Values. Bhatta, S.K.
3. Vedanta and Mana : Nalini V Dave
4. Foundation of Managerial Work-Contributions from Indian, :Chakraborty, S.K.: Thought, Himalaya Publication House, Delhi 1998

Evaluation Pattern 60:40

A) Internal Assessment: 40 % of 50 (20 Marks)

Sr.No.	Particulars	Marks
01	One Class Test / Online Examination to be conducted in the given semester [Duration: 20 Minutes]	10
02	One Assignment to be conducted in the given semester	05
03	Active participation in routine class instructional deliveries and overall conduct as a responsible learner, mannerism and articulation and exhibit of leadership qualities in organizing related academic activities	05
	Total	20

B) Semester End Examination: 60% of 50 (30 Marks)

Question Paper Pattern

Maximum Marks: 30

Questions to be set: 02

Duration: 1 Hour

Question No	Particular	Marks
Q-1	Objective Questions A) Sub Questions to be asked 05 B) Sub Questions to be asked 05 (*Multiple choice / True or False / Match the columns/Fill in the blanks)	05 Marks 05 Marks
Q-1	OR Write Short Notes. (Any 2 out of 3)	10 Marks
Q-2	Answer the following Questions (Any Two) A) Full Length Question B) Full Length Question C) Full Length Question	20 Marks

**Syllabus of Courses of B.Com. Programme at Semester I
with Effect from the Academic Year 2023-2024**

Generic / Open Elective

5. Mathematical and Statistical Techniques - I

Name of the Course	Mathematical and Statistical Techniques - I
Course Code	UCOM105
Class	FYBCOM
Semester	I
No of Credits	04
Nature	Practical
Type	Open Elective
Employability/ entrepreneurship/ skill development	The mathematical formulas help in almost every field of business such as in wage or salary calculation, employee performance management, profit & loss analysis, etc. Mathematical models help in analyzing the business problems and finding out the appropriate solutions so that those problems do not arise in the future.

Modules at a Glance

Sr. No.	Modules	No. of Lectures
1	Shares and Mutual Funds	15
2	Summarization Methods	15
3	Elementary Probability Theory	15
4	Decision Theory	15
Total		60

Note:

*One tutorial per batch per week in addition to number of lectures stated above
(Batch size as per the University norms)*

Course Outcomes

- The learner will be able to
1. Solve problems based on Shares and Mutual Funds
 2. Apply measures of central tendencies and measures of dispersion to real life situations.
 3. Calculate probability of different events and identify different probability distributions and calculate expectation and variance for the same.
 4. Take best decision under uncertainty, EMV, EOL and make decisions based on the same.

Sr. No.	Modules / Units
1	Shares and Mutual Funds (15 Lectures)
	Shares Face value, Market Value, Dividend Equity Shares, Bonus Shares, Preferential Shares Mutual Funds Entry load, Dividend, Change in N.A.V., Exit load Averaging of price, S.I.P.
2	Summarization Methods (15 Lectures)
	Measures of Central Tendency Arithmetic mean, combined mean, weighted mean Median, Quartile, Decile, Percentile, Ogive Mode, Histogram Measures of Dispersion Concept & Idea Range, Quartile deviation, Mean deviation, Standard deviation Variance, Combined variance
3	Elementary Probability Theory (15 Lectures)
	Probability Theory Random experiment / trial, Possible outcomes, Sample space, Discrete sample space Events, Types of Events, Algebra of Events Mutually Exclusive and Exhaustive events, Complementary events Classical definition of probability, Addition theorem, Conditional probability, Independence of events. Random Variable Probability Distribution, Expectation, Variance of random variable Binomial, Poisson, Normal distributions
4	Decision Theory (15 Lectures)
	Decision making situation, Decision Maker, Course of actions, States of Nature Pay - off, Pay - off matrix Decision making under uncertainty Minimax, Maximax Minimax regret, Laplace criteria Decision making under risk EMV, EOL Decision Tree

Learning Resources Recommended

1. Mathematics for Business Economics: By J. D. Gupta, P. K. Gupta and Man Mohan, Tata Mc- Graw Hill Publishing Co. Ltd., 1987, Chapters 9 to 11 & 16.
2. Quantitative Methods-Part-I By S. Saha and S. Mukerji, New Central Book Agency, 3. Chapters 7 & 12.
3. STATISTICS by Schaum Series.
4. Operations Research by Gupta and Kapoor
5. Statistical Methods - S.G. Gupta, S. Chand & Co.

Evaluation Pattern 60:40

A) Internal Assessment: 40 % of 100 (40 Marks)

Sr.No.	Particulars	Marks
01	One Class Test / Online Examination to be conducted in the given semester [Duration: 40 Minutes]	20
02	Tutorials	10
03	Active participation in routine class instructional deliveries and overall conduct as a responsible learner, mannerism and articulation and exhibit of leadership qualities in organizing related academic activities	10
	Total	40

B) Semester End Examination: 60% of 100 (60 Marks)

Question Paper Pattern

Maximum Marks: 60

Questions to be set: 05

Duration: 2 Hours

Question No	Particular	Marks
Q-1	Objective Question Sub Questions to be asked 15 and to be answered any 12	12 Marks
Q-2	Answer the following Questions (Any Two out of three)	12 Marks
Q-3	Answer the following Questions (Any Two out of three)	12 Marks
Q-4	Answer the following Questions (Any Two out of three)	12 Marks
Q-5	Answer the following Questions (Any Two out of three)	12 Marks

**Syllabus of Courses of B.Com. Programme at Semester I
with Effect from the Academic Year 2023-2024**

Vocational Skill Course (VSC)

6. Travel and Tourism Management - I

Name of the Course	TRAVEL AND TOURISM MANAGEMENT - I
Course Code	UCOM106
Class	FYBCOM
Semester	I
No of Credits	02
Nature	Theory
Type	Vocational Skill Course (VSC)
Employability/ entrepreneurship/ skill development	Tourist Guide Tourism Entrepreneurship Travel Agency Ancillary and Supplement services

Modules at a Glance

Sr. No.	Modules	No. of Lectures
1	Introduction to Tourism	10
2	Factors Influencing Tourism	10
3	Infrastructure for Tourism	10
Total		30

Course Outcomes

Learners shall be able to

- 1: Understand basic concepts of tourism.
- 2: Aware about growth of tourism sector.
- 3: Understand and define the concept of tour operator and travel agency.
- 4: Find out influencing factors on tourism
- 5: Develop various infrastructure plans and facilities for tourism

Sr. No.	Modules/ Units
1	Introduction to Tourism (10 Lectures)
	Concepts, Types and Significance of Tourism Scope and Motives of Tourism, Risk in Tourism Tourism development in India- Evolution, Social & Electronic Media and its impact on tourism, Growth of tourism in India, Sustainable Tourism
2	Factors Influencing on Tourism (10 Lectures)
	Environmental and Socio-economic Factors Historical, Cultural and Ethnical Educational and Political Factors
3	Infrastructure for Tourism (10 Lectures)
	Need, Importance and Role of Infrastructure for tourism Facilities- Accommodation, Safety, Logistic Services required for tourism- Ancillary and Supplement services

Learning Resources Recommended

- Anand M.M. (1976) – Tourism and Hotel Industry in India, Prentice Hall of India Pvt. Ltd., New Delhi.
- Badan and Bhatt- Eco Tourism
- Bhatia A. K. (1986) Tourism Development- Principles and Practices, Sterling Publishers Pvt. Ltd., New Delhi.
- Batra K. L. (1990) – Problems and prospects of Tourism. Printwell Publisher, Jaipu.
- Chopra Sunita (1991)- Tourism Development of India, Ashish Publishing House, New Delh.
- Gupta S. P., Krishna Lal (1999) – Tourism Museums and Monuments in India, Oriental Publishers, New Delhi.
- Gunn & Clare A. – Tourism Planning, Taylor and Francis, New York.
- Gee, Chunk Y., James C & Dexter J.L. Cho – Travel Industry, New York

Evaluation Pattern 60:40

A) Internal Assessment: 40 % of 50 (20 Marks)

Sr.No.	Particulars	Marks
01	One Class Test / Online Examination to be conducted in the given semester [Duration: 20 Minutes]	10
02	One Assignment to be conducted in the given semester	05
03	Active participation in routine class instructional deliveries and overall conduct as a responsible learner, mannerism and articulation and exhibit of leadership qualities in organizing related academic activities	05
	Total	20

B) Semester End Examination: 60% of 50 (30 Marks)

Question Paper Pattern

Maximum Marks: 30

Questions to be set: 02

Duration: 1 Hour

Question No	Particular	Marks
Q-1	Objective Questions A) Sub Questions to be asked 05 B) Sub Questions to be asked 05 (*Multiple choice / True or False / Match the columns/Fill in the blanks)	05 Marks 05 Marks
Q-1	OR Write Short Notes. (Any 2 out of 3)	10 Marks
Q-2	Answer the following Questions (Any Two) A) Full Length Question B) Full Length Question C) Full Length Question	20 Marks

**Syllabus of Courses of B.Com. Programme at Semester I
with Effect from the Academic Year 2023-2024**

Skill Enhancement Course (SEC)

7. Entrepreneurship Management – I

Name of the Course	ENTREPRENEURSHIP MANAGEMENT – I
Course Code	UCOM107
Class	FYBCOM
Semester	I
No of Credits	02
Nature	Theory
Type	Skill Enhancement Course (SEC)
Employability/ entrepreneurship/ skill development	Entrepreneurship is one of the major focus areas of the discipline of Management. This course introduces Entrepreneurship to budding managers. To develop entrepreneurs & to prepare students to take the responsibility of the full line of management function of a company with special reference to the SME sector.

Modules at a Glance

Sr. No.	Modules	No. of Lectures
1	Foundations of Entrepreneurship Development	12
2	Entrepreneur Project Development & Business Plan	9
3	Venture Development	9
Total		30

Course Outcomes

Students will be able to

1. Understand: Define the concepts of Entrepreneurship Development, Entrepreneur, and Entrepreneurship, and explain their importance and significance in fostering entrepreneurial activities.
2. Analyze: Examine the characteristics and qualities of successful entrepreneurs and assess how external influences, such as socio-cultural, political, economic, and personal factors, impact entrepreneurship development.
3. Evaluate: Assess the role of entrepreneurial culture in promoting and sustaining Entrepreneurship Development within different environments.
4. Synthesize: Formulate strategies to address the challenges faced by Women Entrepreneurs, and propose measures to promote the development of Women Entrepreneurs through Self Help Groups.
5. Analyze: Examine the concept and growth of Social Entrepreneurship in India and analyze its

impact on society and the economy.

6. Generate: Generate innovative ideas for new product development or business ventures, considering sources of idea generation.
 7. Analyze: Conduct environmental scanning and SWOT analysis for a business idea or venture to identify strengths, weaknesses, opportunities, and threats.
 8. Create: Design a comprehensive business plan for an entrepreneurial venture, highlighting its scope, value, and implementation strategies.
 9. Analyze: Evaluate different sources of finance for a venture and analyze the requirements of fixed and working capital.
 10. Evaluate: Assess the prospects and potential challenges associated with setting up a new venture.
- Analyze: Analyze and discuss emerging trends in entrepreneurship and their implications for the entrepreneurial ecosystem.

Sr. No.	Modules/ Units
1	Foundations of Entrepreneurship Development (12 Lectures)
	<p>Foundations of Entrepreneurship Development: Concept and Need of Entrepreneurship Development Definition of Entrepreneur, Entrepreneurship, Importance and significance of growth of entrepreneurial activities Characteristics and qualities of entrepreneur</p> <p>External Influences on Entrepreneurship Development: Socio-Cultural, Political, Economical, Personal. Role of Entrepreneurial culture in Entrepreneurship Development.</p> <p>Special Cases of Entrepreneurship Intrapreneur – Concept and Development of Intrapreneurship Social entrepreneurship – concept, development of Social entrepreneurship in India.</p>
2	Entrepreneur Project Development & Business Plan (9 Lectures)
	<p>Idea generation – Sources-Development of product /idea, Environmental scanning and SWOT analysis Creating Entrepreneurial Venture-Entrepreneurship Development Cycle Business Planning Process-The business plan as an Entrepreneurial tool, scope and value of Business plan.</p>
3	Venture Development (9 Lectures)
	<p>Steps involved in starting of Venture Venture funding, requirements of Capital (Fixed and working) Sources of finance, problem of Venture set-up and prospects Marketing: Methods, Channel of Marketing, Marketing Institution and Assistance. New trends in entrepreneurship</p>

Learning Resources Recommended

1. Entrepreneurial Development - S.S. Khanna
2. Entrepreneurship & Small Business Management - CL Bansal, Haranand
3. Publication Entrepreneurial Development in India - Sami Uddin, Mittal Publication

Evaluation Pattern 60:40

A) Internal Assessment: 40 % of 50 (20 Marks)

Sr.No.	Particulars	Marks
01	One Class Test / Online Examination to be conducted in the given semester [Duration: 20 Minutes]	10
02	One Assignment to be conducted in the given semester	05
03	Active participation in routine class instructional deliveries and overall conduct as a responsible learner, mannerism and articulation and exhibit of leadership qualities in organizing related academic activities	05
	Total	20

B) Semester End Examination: 60% of 50 (30 Marks)

Question Paper Pattern

Maximum Marks: 30

Questions to be set: 02

Duration: 1 Hour

Question No	Particular	Marks
Q-1	Objective Questions A) Sub Questions to be asked 05 B) Sub Questions to be asked 05 (*Multiple choice / True or False / Match the columns/Fill in the blanks)	05 Marks 05 Marks
Q-1	OR Write Short Notes. (Any 2 out of 3)	10 Marks
Q-2	Answer the following Questions (Any Two) A) Full Length Question B) Full Length Question C) Full Length Question	20 Marks

**Syllabus of Courses of B. Com Programme at Semester I
with Effect from the Academic Year 2024-2025
Ability Enhancement Course (AEC)
8. English for Commercial Purpose -I**

Name of the Course	English for Commercial Purpose -I
Course Code	UAAECENG103
Class	FYBCOM
Semester	I
No of Credits	02
Nature	Theory
Type	Ability Enhancement Course (AEC)
Employability/ entrepreneurship/ skill development	The prescribed syllabi will be helpful to enrich the soft skills and drafting business letters. The topics like business etiquettes will help to improve their manners and value orientation at their workplaces as well as entrepreneurs.

Modules at a Glance

Sr. No.	Modules	No. of Lectures
1	Theory of Communication	15
2	Communication Skills and Business Letters	15
Total		30

Course Outcomes

The learner should be able to

1. acquired adequate knowledge of theory of communication.
2. acquired skills of business correspondence.

Sr. No.	Modules / Units
1	Theory of Communication (15 Lectures)
	<ul style="list-style-type: none"> ● Concept of Communication : Meaning, Process, Importance and Objectives ● Barriers to Communication: Physical, Linguistic, Psychological barriers and the ways to overcome them ● Listening
2	Communication Skills and Business Letters (15 Lectures)
	<ul style="list-style-type: none"> ● Characteristics of Business Correspondence (Seven Cs of communication) ● Email Writing ● Job Application and Curriculum Vitae

Learning Resources Recommended

Books

1. Agarwal, Anju D. A Practical Handbook for Consumers. India Book House, 1989.
2. Ashley, A. A Handbook of Commercial Correspondence. Oxford UP, 1992.
3. Aswalthapa, K. Organizational Behavior. Himalaya Publication, 1992.
4. Atreya, N. and Guha. Effective Credit Management. MMC School of Management, 1994.
5. Bah, J.C. and Nagamia S.M. Modern Business Correspondence and Minute Writing. N.M. Tripathi Pvt., 1974.
6. Balan, K.R. and Rayudu, C.S. Effective Communication. Beacon Books, 1996.
7. Bangh, L. Sue, Fryar, Maridell and Thomas David A. How to Write First Class Business Correspondence. N.T.C. Publishing Group USA, 1998.
8. Banerjee, Bani P. Foundation of Ethics in Management. Excel Books, 2005.
9. Bakar, Alan. Making Meeting Work. Sterling Publication Pvt., 1993.
10. Basu, C.R. Business Organization and Management. Tata McGraw-Hill, 1998.
11. Benjamin, James. Business and Professional Communication Concept and Practices. Harper Collins College Publishers, 1993.
12. Bhargava and Bhargava. Company Notices, Meetings and Regulations. Taxman Publication, 1971.

Web Resources:

1. <http://lifehacker.com/top-10-ways-to-improve-your-communication-skills-1590488550>
2. <https://www.thebalance.com/verbal-communication-skills-list-2059698>
3. <https://bemycareercoach.com/soft-skills/list-soft-skills.html>
4. <https://www.thebalance.com/verbal-communication-skills-list-2059698>
5. <https://bemycareercoach.com/soft-skills/list-soft-skills.html>

Evaluation Pattern 60:40

A) Internal Assessment: 40 % of 50 (20 Marks)

Sr.No.	Particulars	Marks
01	One Class Test / Online Examination to be conducted in the given semester [Duration: 20 Minutes]	10
02	One Assignment to be conducted in the given semester	05
03	Active participation in routine class instructional deliveries and overall conduct as a responsible learner, mannerism and articulation and exhibit of leadership qualities in organizing related academic activities	05
	Total	20

B) Semester End Examination: 60% of 50 (30 Marks)

Question Paper Pattern

Maximum Marks: 30

Questions to be set: 02

Duration: 1 Hour

Question No	Particular	Marks
Q-1	Objective Questions (*Multiple choice / True or False / Match the columns/Fill in the blanks)	10 Marks
Q-2	Write Short Notes (any 2 out of 4)	10 Marks
Q-3	Draft the job application with CV	10 Marks

**Syllabus of Courses of B.Com. Programme at Semester I
with Effect from the Academic Year 2023-2024
Value Education Course (VEC)**

9. Environmental Geography - I

Name of the Course	ENVIRONMENTAL GEOGRAPHY - I
Course Code	UCOM109
Class	FYBCOM
Semester	I
No of Credits	02
Nature	Theory
Type	Value Education Course (VEC)
Employability/ entrepreneurship/ skill development	Courses that help in understand, analyze, evaluate and generalise varied environmental processes operating at Global, Regional and Local level are included in the curriculum. Also the application part is taken care of so that the learner shall be able to use when they are working in/for industry, business, job, etc. It is useful for industry related environmental ethics, waste management, regulation related to resource utilization, etc

Modules at a Glance

Sr. No.	Modules	No. of Lectures
1	Environment & Human	8
2	Conservation of biological diversity	8
3	Local environmental sensitive issues – Case study (Practical)	8
4	Reading of Thematic Maps and Map Filling (Practical)	6
Total		30

Course Outcomes

The learner shall be able to

- 1 Understand & apply man – environment relationship.
- 2 Aware about biodiversity.
- 3 Read, interpret & fill thematic maps.
- 4 Collect, analyze & present environmental data.
- 5 Understand importance of environment, aware about: environmental problems, apply eco-friendly life style & create solutions for environmental problems at individual, society & government level.

Sr. No.	Modules / Units
1	Environment & Human (08 Lectures)
	Man-environment relationship Environmental ethics & values Importance & multidisciplinary nature of environmental studies Health, malnutrition & Food security Waste management – techniques & role of citizens
2	Conservation of biological diversity (08 Lectures)
	Types & importance of biodiversity India as a mega biodiversity nation; Biodiversity hotspot – Western Ghats Endangered & endemic species of India Management & conservation of biological resources & biodiversity - Forest & wildlife conservation Biodiversity at global, national & local level
3	Populations and Emerging Issues of Development (08 Lectures)
	Climate change Pollution, loss of mangroves Impact of tourism on environment & Eco-tourism CRZ & sanitation Sacred grove, petroglyphs
4	Reading of Thematic Maps and Map Filling (Practical) (06 Lectures)
	Reading of Thematic Maps :- Located bars, Circles, Pie charts, Isopleths, Choropleth and Flow map, Pictograms - Only reading and interpretation Map Filling :- Map filling of World (Environmentally significant features) using, point, line and polygon segment

Learning Resources Recommended

1. Environmental Geography : Singh Savindra, Prayag Pustak Bhavan, Allahabad, India (2011)
2. Environmental Geography : Gautam Alka, Sharda Pustak Bhavan, Allahabad, India (2009)
3. Environmental Studies : Erach Barucha, University Press(India), Pvt. Lmt. Hyderabad (2005)
4. पर्यावरण शास्त्र : डॉ. विठ्ठल घारपुरे, पिंपळापुरे प्रकाशन नागपूर (२०१४)
5. संपूर्ण परिस्थितीकी जैवविविधता व हवामान बदल (MPSC): साधना सुरेश नेतनकर, के सागर प्रकाशन (२०१५)
6. परिस्थितीकी व पर्यावरण : सिद्धार्थ, मुखर्जी आणि अदिती कुमार (मराठी अनुवाद - श्रीकांत गोखले), के सागर प्रकाशन (२०१८)

Evaluation Pattern 60:40

A) Internal Assessment: 40 % of 50 (20 Marks)

Sr.No.	Particulars	Marks
01	One Class Test / Online Examination to be conducted in the given semester [Duration: 40 Minutes]	10
02	One Assignment to be conducted in the given semester	05
03	Active participation in routine class instructional deliveries and overall conduct as a responsible learner, mannerism and articulation and exhibit of leadership qualities in organizing related academic activities	05
	Total	20

B) Semester End Examination: 60% of 50 (30 Marks)

Question Paper Pattern

Maximum Marks: 30

Questions to be set: 02

Duration: 1 Hour

Question No	Particular	Marks
Q-1	A) Reading & interpretation of world thematic map (Any 5 out of 6) B) Map filling (World map) (Any 5 out of 6)	05 Marks 05 Marks
Q-2	Answer the following Questions (Any Two) A) Full Length Question B) Full Length Question C) Full Length Question	20 Marks

B.Com. Programme
Under Choice Based Credit System (CBCS)
Course Structure

(To be implemented from Academic Year- 2024-2025)

Semester II

No. of Courses	Semester II	Credits
	School Specific Courses (SSC)	
	Major	
UCOM201	Financial Accounting and Auditing - II	02
UCOM202	Commerce - II	02
UCOM203	Business Economics - II	02
	Minor	
UCOM204	Business Law -I	02
	Generic / Open Elective	
UCOM205	Mathematical and Statistical Techniques - II	04
	Vocational Skill Course (VSC)	
UCOM206	Travel & Tourism Management -II	02
	Skill Enhancement Course (SEC)	
UCOM207	Entrepreneurship Management- II	02
	Ability Enhancement Course (AEC)	
UAAECENG203	English for Commercial Purpose -II	02
	Value Education Course (VEC)	
UCOM209	Environmental Geography II	02
	Co-Curricular	
UCOM210	Any one course from the List given below	02
Total Credits		22

Course Code	Semester II
GJCC201	National Social Service (NSS)
GJCC202	National Cadet Corps (NCC)
GJCC203	Sports & Yoga
GJCC204	Cultural
GJCC205	Career Katta
GJCC206	Life Long Learning
GJCC207	Shodhvedh / Avishkar Projects
GJCC208	Science Association
GJCC209	Film Club
GJCC210	Infotech Courses

**Syllabus of Courses of B.Com. Programme at Semester II
with Effect from the Academic Year 2023-2024**

School Specific Courses (SSC)

Major Course

1. Financial Accounting and Auditing –II

Name of the Course	FINANCIAL ACCOUNTING AND AUDITING - II
Course Code	UCOM201
Class	FYBCOM
Semester	II
No of Credits	02
Nature	Practical
Type	Major
Employability/ entrepreneurship/ skill development	Financial Accounting & Auditing syllabus is designed in such a way that, after the course completion, the learner will be able to understand and apply the knowledge in Consignment Accounting and Branch Accounting. The learner will be able to calculate fire insurance claim amount. Learners will be able to apply their knowledge in Accounting fields.

Modules at a Glance

Sr. No.	Modules	No. of Lectures
1	Consignment Accounts	10
2	Branch Accounts	10
3	Fire Insurance Claim	10
Total		30

Course Outcomes

Learners shall be able to

- 1: Understand basic concepts of Consignment Accounting Valuation of stock, Types of Commission.
- 2: Apply practical aspects and techniques of Consignment Accounts and Branch Accounts
- 3: Understand the concept of Fire Insurance Claim
- 4: Know practical knowledge about Computation of Loss of Stock by Fire and Ascertainment of Claim as per the Insurance Policy.

Sr. No.	Modules / Units
1	Consignment Accounts (10 Lectures)
	Accounting for consignment transactions Valuation of stock Invoicing of goods at higher price (excluding overriding commission, normal/abnormal losses)
2	Branch Accounts (10 Lectures)
	Meaning Classification of branch Accounting for Dependent Branch not maintaining full books: Debtors method and Stock and debtors method
3	Fire Insurance Claim (10 Lectures)
	Computation of Loss of Stock by Fire Ascertainment of Claim as per the Insurance Policy (Exclude: Loss of Profit and Consequential Loss)

Learning Resources Recommended

- Accountancy and Financial Management II by L.N. Chopade Sheth Publication Mumbai
- Accountancy and Financial Management II by Dr. (CA) Pradeep Kamathekar Lulu Publication Mumbai
- Introduction to Accountancy by T. S. Grewal, S. Chand and Company (P) Ltd., New Delhi
- Advance Accounts by Shukla & Grewal, S. Chand and Company (P) Ltd., New Delhi
- Advanced Accountancy by R. L Gupta and M Radhaswamy, S. Chand and Company (P) Ltd., New Delhi
- Modern Accountancy by Mukherjee and Hanif, Tata Mc. Grow Hill & Co. Ltd., Mumbai
- Financial Accounting by Lesile Chandwick, Pentice Hall of India Adin Bakley (P) Ltd.
- Financial Accounting for Management by Dr. Dinesh Harsalekar, Multi-Tech. Publishing Co. Ltd., Mumbai.

Evaluation Pattern 60:40

A) Internal Assessment: 40 % of 50 (20 Marks)

Sr.No.	Particulars	Marks
01	One Class Test / Online Examination to be conducted in the given semester [Duration: 20 Minutes]	10
02	One Assignment to be conducted in the given semester	05
03	Active participation in routine class instructional deliveries and overall conduct as a responsible learner, mannerism and articulation and exhibit of leadership qualities in organizing related academic activities	05
	Total	20

B) Semester End Examination: 60% of 50 (30 Marks)

Question Paper Pattern

Maximum Marks: 30

Questions to be set: 02

Duration: 1 Hour

Question No	Particular	Marks
Q-1	Objective Questions A) Sub Questions to be asked 05 B) Sub Questions to be asked 05 (*Multiple choice / True or False / Match the columns/Fill in the blanks)	05 Marks 05 Marks
Q-1	OR Write Short Notes. (Any 2 out of 3)	10 Marks
Q-2	Solve the following Questions (Any Two) A. Full Length Practical Question B. Full Length Practical Question C. Full Length Practical Question	20 Marks

Note - Practical question of 10 marks may be divided into two sub questions of 5/5.

**Syllabus of Courses of B.Com. Programme at Semester II
with Effect from the Academic Year 2023-24**

School Specific Courses (SSC)

Major Course

2. Commerce II (Service sector)

Name of the Course	COMMERCE - II
Course Code	UCOM202
Class	FYBCOM
Semester	II
No of Credits	02
Nature	Theory
Type	Major
Employability/ entrepreneurship/ skill development	To impart the Production and finance related theoretical knowledge to learners. To understand the functions of production management. To understand the role of Production manager. To make aware about the recent trends in Commerce & Industry.

Modules at a Glance

Sr. No.	Modules	No. of Lectures
1	Concept of Services	10
2	Recent Trends in Service Sector	10
3	E-Commerce	10
Total		30

Course Outcomes

Learners shall be able to

- 1: Know the various concepts of service sector and understand Consumer expectations.
- 2: Know the Trend in ITES Sector, Banking and Insurance Sector, Logistics.
- 3: Create awareness about Present status of E- Commerce in India.

Sr. No.	Modules / Units
1	Concept of Services (10 Lectures)
	<p>Introduction: Meaning, Characteristics, Scope and Classification of Services – Importance of service sector in the Indian</p> <p>Service Strategies: Market research and Service development cycle, Managing demand and capacity, opportunities and challenges in service sector.</p> <p>Concept of retailing Trends in retailing, – Retail Franchising. FDI in Retailing, Careers in Retailing</p>
2	Recent Trends in Service Sector (10 Lectures)
	<p>ITES Sector: Concept and scope of BPO, KPO, LPO and ERP.</p> <p>Banking and Insurance Sector: ATM, Debit & Credit Cards, Internet Banking – Opening of Insurance sector for private players, FDI and its impact on Banking and Insurance Sector in India</p> <p>Logistics: Networking – Importance – Challenges</p>
3	E-Commerce (10 Lectures)
	<p>Introduction: Meaning, Features, Functions and Scope of E-Commerce-Importance and Limitations of E-Commerce</p> <p>Types of E-Commerce: Basic ideas and Major activities of B2C, B2B, C2C.</p>

Learning Resources Recommended

- Service Marketing, Temani, V.K., Prism Pub
- Service Marketing, Temani, V.K., Prism Pub
- Management of Service Sector, Bhatia, B S, V P Pub
- Introduction to E – Commerce, Dhawan, Nidhi, International Book House
- Introduction to Retailing, Lusch, Robert F., Dunne, Patrick M., Carver, James R., Cengage Learning
- Retailing Management, Levy Michael., Weitz Barton A, Tata Mcgraw Hil

Evaluation Pattern 60:40

A) Internal Assessment: 40 % of 50 (20 Marks)

Sr.No.	Particulars	Marks
01	One Class Test / Online Examination to be conducted in the given semester [Duration: 20 Minutes]	10
02	One Assignment to be conducted in the given semester	05
03	Active participation in routine class instructional deliveries and overall conduct as a responsible learner, mannerism and articulation and exhibit of leadership qualities in organizing related academic activities	05
	Total	20

B) Semester End Examination: 60% of 50 (30 Marks)

Question Paper Pattern

Maximum Marks: 30

Questions to be set: 02

Duration: 1 Hour

Question No	Particular	Marks
Q-1	Objective Questions A) Sub Questions to be asked 05 B) Sub Questions to be asked 05 (*Multiple choice / True or False / Match the columns/Fill in the blanks) OR	05 Marks 05 Marks 10 Marks
Q-1	Write Short Notes. (Any 2 out of 3)	
Q-2	Answer the following Questions (Any Two) A) Full Length Question B) Full Length Question C) Full Length Question	20 Marks

**Syllabus of Courses of B.Com. Programme at Semester II
with Effect from the Academic Year 2023-24
School Specific Courses (SSC)
Major Course**

3. Business Economics II

Name of the Course	BUSINESS ECONOMICS II
Course Code	UCOM203
Class	FYBCOM
Semester	II
No of Credits	02
Nature	Theory
Type	Major
Employability/ entrepreneurship/ skill development	Business economics syllabus is designed in such a way that, after the course completion, the learner will be able to apply the theories of economics in decision making. The learner will be able to relate the impact of changes in income and prices on demand, Workout the short run and long run costs and revenue and determine the break-even point i.e no profit no loss condition .The learner will understand and apply various investment techniques in preparing capital budget and decide the feasibility of the project. This syllabus will help the learner in understanding and identify market structure, decision regarding optimum price and output.

Modules at a Glance

Sr. No.	Modules	No. of Lectures
1	Market Structure	10
2	Pricing Practices	10
3	Capital Budgeting	10
Total		30

Course Outcomes

On successful completion of the course, the learner will be able to

- 1: Understand the basic framework of Perfect competition, Monopoly, Monopolistic and Oligopoly markets.
- 2: Demonstrate the ability to calculate and apply various pricing policies in practical.
- 3: Workout the techniques of Investment Appraisal - Pay Back Period Method - Net Present Value Method and Internal Rate of Return Method.
- 4: Understand and apply economic reasoning to problems of business

Sr. No.	Modules / Units
1	Market structure (10 Lectures)
	Perfect Competition Features- Short Run and Long Run Equilibrium of Firm and Industry. Monopoly - Sources of Monopoly Power - Short Run and Long Run Equilibrium. Features of Monopolistic competition equilibrium of a Firm in short run and long run – Selling Costs – Excess Capacity. Oligopoly – Features-Collusive and Non Collusive Oligopoly. (Case Studies)
2	Pricing Practices (10 Lectures)
	Cost Oriented Pricing Methods- Cost-plus (full cost) pricing - Marginal Cost Pricing - Export Pricing- Multiproduct Pricing - Transfer Pricing - Discriminating Prices.(Case Studies)
3	Capital Budgeting (10 Lectures)
	Meaning and Importance of Capital Budgeting - Steps in Capital Budgeting - Techniques of Investment Appraisal - Pay Back Period Method - Net Present Value Method and Internal Rate of Return Method.(Case Studies)

Learning Resources Recommended

1. Mehta, P.L.: Managerial Economics – Analysis, Problem and Cases (S. Chand and Sons, N. Delhi, 2000)
2. Hirchey .M., Managerial Economics, Thomson South western (2003)
3. Salvatore, D.: Managerial Economics in a global economy (Thomson South Western Singapore, 2001)
4. Frank Robert.H, Bernanke. Ben S., Principles of Economics (Tata McGraw Hill (ed.3)
5. Gregory Mankiw., Principles of Economics, Thomson South western (2002 reprint)
6. Samuelson and Nordhas.: Economics (Tata McGraw Hills, New Delhi, 2002)
7. Pal Sumitra, Managerial Economics cases and concepts (Macmillan, New Delhi,2004)
8. Bradley R. Schiller, The Macro Economics Today, Tata McGraw-Hill, 2011.
9. B. Douglas Bernheim and Michael D. Whinston, Microeconomics, Tata McGraw-Hill, 2011.
10. Lipsey, R.G. and A.K. Chrystal, Economics, Oxford Univ. Press, 2007.
11. Mankiw, N.G., Economics: Principles and Applications, Cengage Learning, 2009.
12. Pindyck, R.S. and D.L. Rubinfeld, Microeconomics, Pearson Education, 2008.
13. Stiglitz, J.E. and C.E. Walsh, Principles of Economics, W.W. Norton, 2002.
14. Salvatore, D.L., Microeconomics: Theory and Applications, Oxford Univ. Press, 2008.
15. Suma Damodaran, Managerial Economics, Oxford University Press, 2006.
16. Varian, H.R., Intermediate Microeconomics: A Modern Approach, W.W. Norton, 2002.
17. Sen, Anindya, Microeconomic Theory, Oxford Univ. Press, 1999.
18. Koutsoyiannis, A., Modern Microeconomics, MacMillan Press, 1979.
19. H.L. Ahuja, Business Economics, 1999.
20. H.L. Ahuja, Principles of Microeconomics

Evaluation Pattern 60:40

A) Internal Assessment: 40 % of 50 (20 Marks)

Sr.No.	Particulars	Marks
01	One Class Test / Online Examination to be conducted in the given semester [Duration: 20 Minutes]	10
02	One Assignment to be conducted in the given semester	05
03	Active participation in routine class instructional deliveries and overall conduct as a responsible learner, mannerism and articulation and exhibit of leadership qualities in organizing related academic activities	05
	Total	20

B) Semester End Examination: 60% of 50 (30 Marks)

Question Paper Pattern

Maximum Marks: 30

Questions to be set: 02

Duration: 1 Hour

Question No	Particular	Marks
Q-1	Objective Questions A) Sub Questions to be asked 05 B) Sub Questions to be asked 05 (*Multiple choice / True or False / Match the columns/Fill in the blanks) OR	05 Marks 05 Marks 10 Marks
Q-1	Write Short Notes. (Any 2 out of 3)	
Q-2	Answer the following Questions (Any Two) A) Full Length Question B) Full Length Question C) Full Length Question	20 Marks

**Syllabus of Courses of B.Com. Programme at Semester II
with Effect from the Academic Year 2023-24**

School Specific Courses (SSC)

Minor Course

**4. Business Law - I
(Legal Aspects of Business)**

Name of the Course	BUSINESS LAW - I
Course Code	UCOM204
Class	FYBCOM
Semester	II
No of Credits	02
Nature	Theory
Type	Minor
Employability/ entrepreneurship/ skill development	Learner will appreciate the relevance of business laws to individuals and businesses. Learner will also gain knowledge of some important business laws and can apply it in individual, social and business life. Moreover, learner will acquire certain employability and business-related skills.

Modules at a Glance

Sr. No.	Modules	No. of Lectures
1	Indian Partnership Act, 1932	15
2	Limited Liability Partnership (LLP) Act, 2008	15
Total		30

Course Outcomes

Learners will able to

1. Understand the importance of business laws to individual and for business.
2. Acquire basic knowledge of some important business laws.
3. Apply knowledge in various spheres in life and in business.

Sr. No.	Modules / Units
1	Indian Partnership Act, 1932
	Partnership – Concept, Features, Types; Partners – Types, Rights, Duties and Liabilities. Registration of Partnership – Concept, Partnership Deed, Procedure of Incorporation. Dissolution of Partnership – Concept, Modes of Dissolution.
2	Limited Liability Partnership (LLP) Act, 2008
	LLP – Concept, Features, Advantages and Disadvantages, Extent and Limitation of Liability of LLP and Partners, Conversion to LLP. Incorporation of LLP – Concept, Procedure of Incorporation. Dissolution of LLP – Concept, Modes of Dissolution.

Learning Resources Recommended

1. Merchantile Law. By M. C.Kucchal and Vivek Kucchal. Vikas Publication.
2. Elements of Merchantile Law. By N. D. Kapoor. Sultan Chand & Sons (P) Ltd.
3. Business Law. By N. A. Charantimath. Himalaya Publishing House.
4. Law of Sale of Goods and Partnership: A Concise Study. By Dr. Nilima Chandiramani. Shroff Publishers.
5. Introduction to Law of Partnership - Including Limited Liability Partnership. By Avtar Singh. Eastern Book Company.
6. The Indian Partnership Act. By Dr. R. K. Bangia. Allahabad Law Agency.
7. A Text Book of Indian Partnership Act. By H. P. Gupta. Deccan Law House.
8. A Text Book on Indian Partnership Act with Limited Liability Partnership Act. By Dr. Madhusudan Saharay. Universal Law Publishing House Pvt. Ltd.

Evaluation Pattern 60:40

A) Internal Assessment: 40 % of 50 (20 Marks)

Sr.No.	Particulars	Marks
01	One Class Test / Online Examination to be conducted in the given semester [Duration: 20 Minutes]	10
02	One Assignment to be conducted in the given semester	05
03	Active participation in routine class instructional deliveries and overall conduct as a responsible learner, mannerism and articulation and exhibit of leadership qualities in organizing related academic activities	05
	Total	20

B) Semester End Examination: 60% of 50 (30 Marks)

Question Paper Pattern

Maximum Marks: 30

Questions to be set: 02

Duration: 1 Hour

Question No	Particular	Marks
Q-1	Objective Questions A) Sub Questions to be asked 05 B) Sub Questions to be asked 05 (*Multiple choice / True or False / Match the columns/Fill in the blanks) OR	05 Marks 05 Marks 10 Marks
Q-1	Write Short Notes. (Any 2 out of 3)	
Q-2	Answer the following Questions (Any Two) A) Full Length Question B) Full Length Question C) Full Length Question	20 Marks

**Syllabus of Courses of B.Com. Programme at Semester II
with Effect from the Academic Year 2023-2024**

Generic / Open Elective

5. Mathematical and Statistical Techniques II

Name of the Course	MATHEMATICAL AND STATISTICAL TECHNIQUES II
Course Code	UCOM205
Class	FYBCOM
Semester	II
No of Credits	04
Nature	Practical
Type	Generic / Open Elective
Employability/ entrepreneurship/ skill development	The mathematical formulas help in almost every field of business such as in wage or salary calculation, employee performance management, profit & loss analysis, etc. Mathematical models help in analyzing the business problems and finding out the appropriate solutions so that those problems do not arise in the future.

Modules at a Glance

Sr. No.	Modules	No. of Lectures
1	Functions, Derivatives and Their Applications	15
2	Interest and Annuity	15
3	Bivariate Linear Correlation and Regression	15
4	Time series and Index Numbers	15
Total		60

Note:

*One tutorial per batch per week in addition to number of lectures stated above
(Batch size as per the University norms)*

Course Outcomes

Students will be able to

- 1: Find marginal cost, marginal revenue, elasticity of demand, maxima, minima for a function.
- 2: Solve problems on interests and annuity.
- 3: Find correlation coefficient, regression equation and relation between correlation and regression.
- 4: Solve problems of Time Series and Index Number using different methods.

Sr. No.	Modules / Units
1	Functions, Derivatives and Their Applications (15 Lectures)
	<p>Concept of real functions Constant function linear function, $x^n, e^x, a^x, \log x$. Functions like Demand, Supply, Total Revenue, Average Revenue, Total cost, Average cost and Profit function. Equilibrium Point, Break-even point Derivatives of standard functions, Rules of derivatives, derivatives of commercial functions Applications of derivatives</p>
2	Interest and Annuity (15 Lectures)
	<p>Interest: Simple Interest, Compound Interest Annuity: Present value, Future value. Equated Monthly Installments (EMI) Stated Annual Rate & effective Annual Rate Perpetuity</p>
3	Bivariate Linear Correlation and Regression (15 Lectures)
	<p>Correlation Analysis: Meaning, Types Scatter diagram, Karl Pearson's method of Correlation Coefficient and Spearman's Rank Correlation Coefficient. Regression Analysis: Meaning, Concept of Regression equations, Slope of the Regression Line and its scope. Regression Coefficients Relationship between Coefficient of Correlation and Regression Coefficients. Least Square method</p>
4	Time series and Index Numbers (15 Lectures)
	<p>Time series Concepts & components, Representation of trends, Estimation of trends Estimation of seasonal component, Concept of forecasting Index Numbers Concept, usage, types, Aggregate & relative index numbers, Test of consistency, Chain base index number, shifting of base year, Cost of living, real income, wholesale price index number</p>

Learning Resources Recommended

1. Mathematics for Business Economics: By J. D. Gupta, P. K. Gupta and Man Mohan, Tata Mc- Graw Hill Publishing Co. Ltd., 1987, Chapters 9 to 11 & 16.
2. Quantitative Methods-Part-I By S. Saha and S. Mukerji, New Central Book Agency, 1996,
3. Chapters 7 & 12.
4. STATISTICS by Schaum Series.
5. Operations Research by Gupta and Kapoor
6. Statistical Methods - S.G. Gupta, S. Chand & Co.

Evaluation Pattern 60:40

A) Internal Assessment: 40 % of 100 (40 Marks)

Sr.No.	Particulars	Marks
01	One Class Test / Online Examination to be conducted in the given semester [Duration: 40 Minutes]	20
02	Tutorials	10
03	Active participation in routine class instructional deliveries and overall conduct as a responsible learner, mannerism and articulation and exhibit of leadership qualities in organizing related academic activities	10
	Total	40

B) Semester End Examination: 60% of 100 (60 Marks)

Question Paper Pattern

Maximum Marks: 60

Questions to be set: 04

Duration: 2 Hours

Question No	Particular	Marks
Q-1	Objective Question Sub Questions to be asked 15 and to be answered any 12	12 Marks
Q-2	Answer the following Questions (Any Two out of three)	12 Marks
Q-3	Answer the following Questions (Any Two out of three)	12 Marks
Q-4	Answer the following Questions (Any Two out of three)	12 Marks
Q-5	Answer the following Questions (Any Two out of three)	12 Marks

**Syllabus of Courses of B.Com. Programme at Semester II
with Effect from the Academic Year 2023-2024**

Vocational Skill Course (VSC)

6. Travel and Tourism Management- II

Name of the Course	TRAVEL AND TOURISM MANAGEMENT - II
Course Code	UCOM206
Class	FYBCOM
Semester	II
No of Credits	02
Nature	Theory
Type	Vocational Skill Course (VSC)
Employability/ entrepreneurship/ skill development	After Completion of this course learners will able to Understand the planning, segmentation and marketing of tourism. Learners will able to Know about Functions of Travel agencies and Tour Operators. Learners will able to Understand Customer Relationship Management. They Understand Role of State Tourism Development Corporation and Aware about Social Responsibility and Ethical Concerns of Tourism.

Modules at a Glance

Sr. No.	Modules	No. of Lectures
1	Planning and Marketing of Tourism	10
2	Travel Agencies	10
3	Tourism Development	10
Total		30

Course Outcomes

Learners shall be able to

- 1: Understand the planning, segmentation and marketing of tourism.
- 2: Know about Functions of Travel agencies and Tour Operators.
- 3: Understand Customer Relationship Management
- 3: Understand Role of State Tourism Development Corporation
- 4: Aware about Social Responsibility and Ethical Concerns of Tourism.

Sr. No.	Modules/ Units
1	Planning & Marketing of Tourism (10 Lectures)
	Planning- Concept, Need and Importance, Process, Approaches Organising- Concept, Need and Importance, Allocation of resources Marketing- Concept, Elements, Segmentation, Integrated Marketing Communications (IMC)
2	Travel Agencies (10 Lectures)
	Essentials, Need, Importance and Functions of Travel agencies and Tour Operators Procedures - Need & Importance, Steps, Challenges Customer Relationship Management- Concept, Need and Importance, Process, SQM
3	Tourism Development (10 Lectures)
	Role of State Tourism development Corporation & its regional offices, MTDC Policy related to Film Tourism, Rural Tourism, Adventure Tourism, Public Private Partnership Model for growth in tourism sector Social Responsibility and Ethical Concerns of Tourism

Learning Resources Recommended

- Anand M.M. (1976) – Tourism and Hotel Industry in India, Prentice Hall of India Pvt. Ltd., New Delhi.
- Badan and Bhatt- Eco Tourism
- Bhatia A. K. (1986) Tourism Development- Principles and Practices, Sterling Publishers Pvt. Ltd., New Delhi.
- Batra K. L. (1990) – Problems and prospects of Tourism. Printwell Publisher, Jaipu.
- Chopra Sunita (1991)- Tourism Development of India, Ashish Publishing House, New Delh.
- Gupta S. P., Krishna Lal (1999) – Tourism Museums and Monuments in India, Oriental Publishers, New Delhi.
- Gunn & Clare A. – Tourism Planning, Taylor and Francis, New York.
- Gee, Chunk Y., James C & Dexter J.L. Cho – Travel Industry, New York
- Matheson, Alistair and Wall Geoffery (1983) –Tourism- Economic, Physical and social Impact, Orient Longman, London.
- Robin H. (1976) – Geography of Tourism, Mackdonald and Evence Ltd., London.

Evaluation Pattern 60:40

A) Internal Assessment: 40 % 50 (20 Marks)

Sr.No.	Particulars	Marks
01	One Class Test / Online Examination to be conducted in the given semester [Duration: 20 Minutes]	10
02	One Assignment to be conducted in the given semester	05
03	Active participation in routine class instructional deliveries and overall conduct as a responsible learner, mannerism and articulation and exhibit of leadership qualities in organizing related academic activities	05
	Total	20

B) Semester End Examination: 60% of 50 (30 Marks)

Question Paper Pattern

Maximum Marks: 30

Questions to be set: 02

Duration: 1 Hour

Question No	Particular	Marks
Q-1	Objective Questions A) Sub Questions to be asked 05 B) Sub Questions to be asked 05 (*Multiple choice / True or False / Match the columns/Fill in the blanks)	05 Marks 05 Marks
	OR	
Q-1	Write Short Notes. (Any 2 out of 3)	10 Marks
Q-2	Answer the following Questions (Any Two) A) Full Length Question B) Full Length Question C) Full Length Question	20 Marks

**Syllabus of Courses of B.Com. Programme at Semester II
with Effect from the Academic Year 2023-2024
Skill Enhancement Course (SEC)**

7. Entrepreneurship Management- II

Name of the Course	ENTREPRENEURSHIP MANAGEMENT II
Course Code	UCOM207
Class	FYBCOM
Semester	II
No of Credits	02
Nature	Theory
Type	Skill Enhancement Course (SEC)
Employability/ entrepreneurship/ skill development	Entrepreneurship is one of the major focus areas of the discipline of Management. This course introduces Entrepreneurship to budding managers. To develop entrepreneurs & to prepare students to take the responsibility of the full line of management function of a company with special reference to the SME sector.

Modules at a Glance

Sr. No.	Modules	No. of Lectures
1	Value Addition	<i>10</i>
2	Scalability, Scaling up and Stabilization of Sustainable Business	<i>10</i>
3	Risk Management Strategies	<i>10</i>
Total		30

Course Outcomes

After completing the course, Learner will be able to

1. Understand the innovation process and apply design thinking methodologies for entrepreneurial ventures.
2. Analyze and evaluate lean start-up principles, customer validation, and market traction strategies.
3. Develop effective positioning, packaging, and differentiation strategies for entrepreneurial products or services.
4. Apply risk management strategies, including predicting, calculating, and mitigating enterprise and financial risks.
5. Establish internal checks and balances, monitor projects, and develop coping mechanisms for risk mitigation.
6. Evaluate sustainability management principles and exit strategies for fund houses in entrepreneurial contexts.

Sr. No.	Modules/ Units
1	Entrepreneurship Value Addition (10 Lectures)
	Process of Innovation Design Thinking Lean Start-Up & Customer Validation Generating Market Traction Positioning and Packaging Start-up Models
2	Scalability, Scaling up and Stabilisation of Sustainable Business (10 Lectures)
	Business Scalability –Validation and Roadmap Preparation of Pitching Document and giving Elevator Pitches Funding Strategies and Funding Series including crowd funding Start-up Valuation – Pre-money, Milestone and Investors’ Exit Point Scaling up and Stabilization of Business Sustainability Management Exit Strategies of Fund Houses Negotiations at each Milestone
3	Risk Management Strategies (10 Lectures)
	Predicting, Calculating and Mitigating Enterprise Risks Application of COSO Framework for Risk-Enabled Performance Management Predicting, Calculating and Overcoming Financial Risks Project Monitoring and Controlling Increasing Coping Mechanisms and Risk Mitigation Establishing Internal Checks and Balances as a Process Transformation from Risk Managing to Risks Enabled Organisation Start-up Audit Bouncing Back from Failures

Learning Resources Recommended

1. "The Lean Startup: How Today's Entrepreneurs Use Continuous Innovation to Create Radically Successful Businesses" by Eric Ries
2. "Designing for Growth: A Design Thinking Toolkit for Managers" by Jeanne Liedtka and Tim Ogilvie
3. "Scaling Up: How a Few Companies Make It...and Why the Rest Don't" by Verne Harnish
4. "Financial Risk Management: A Practitioner's Guide to Managing Market and Credit Risk" by Steve L. Allen
5. "Entrepreneurial Finance: Finance and Business Strategies for the Serious Entrepreneur" by Steven Rogers and Roza Makonnen
6. "Startup India: Turning Ideas into Jobs" by Shailendra Singh and Rajat Tandon
7. "The Startup Diaries: Lessons from India's Newest Unicorns" by Neeti Kamra

Evaluation Pattern 60:40

A) Internal Assessment: 40 % of 50 (20 Marks)

Sr.No.	Particulars	Marks
01	One Class Test / Online Examination to be conducted in the given semester [Duration: 20 Minutes]	10
02	One Assignment to be conducted in the given semester	05
03	Active participation in routine class instructional deliveries and overall conduct as a responsible learner, mannerism and articulation and exhibit of leadership qualities in organizing related academic activities	05
	Total	20

B) Semester End Examination: 60% of 50 (30 Marks)

Question Paper Pattern

Maximum Marks: 30

Questions to be set: 02

Duration: 1 Hour

Question No	Particular	Marks
Q-1	Objective Questions A) Sub Questions to be asked 05 B) Sub Questions to be asked 05 (*Multiple choice / True or False / Match the columns/Fill in the blanks)	05 Marks 05 Marks
	OR	
Q-1	Write Short Notes. (Any 2 out of 3)	10 Marks
Q-2	Answer the following Questions (Any Two) A) Full Length Question B) Full Length Question C) Full Length Question	20 Marks

Syllabus of Courses of B.Com. Programme at Semester II
with Effect from the Academic Year 2024-2025
Ability Enhancement Courses (AEC)

8. English for Commercial Purpose- II

Name of the Course	English for Commercial Purpose- II
Course Code	UAAECENG203
Class	FYBCOM
Semester	II
No of Credits	02
Nature	Theory
Type	Ability Enhancement Courses (AEC)
Employability/ entrepreneurship/ skill development	Learner will able to learn the Business letters. They learn the drafting skills for business reports which will be useful for both employment and entrepreneurship.

Modules at a Glance

Sr. No.	Modules	No. of Lectures
1	Business Correspondence I	15
2	Business Correspondence II	15
Total		30

Course Outcomes

The learner should be able to
CO1 able to write various business letters.
CO2 able to draft various business reports.

Sr. No.	Modules / Units
1	Business Correspondence I (15 Lectures)
	1. Statement of Purpose 2. Letter of Job Acceptance and Resignation 3. Letter of Inquiry 4. Letter of Complaint 5. Promotional Leaflets and Flyers 6. RTI Letter
2	Business Correspondence II (15 Lectures)
	Reports: Feasibility Report, Activity Report and Investigative Report

Learning Resources Recommended

1. Agarwal, Anju D. A Practical Handbook for Consumers. India Book House, 1989.
2. Ashley, A. A Handbook of Commercial Correspondence. Oxford UP, 1992.
3. Aswalthapa, K. Organizational Behavior. Himalaya Publication, 1992.
4. Atreya, N. and Guha. Effective Credit Management. MMC School of Management, 1994.
5. Bah, J.C. and Nagamia S.M. Modern Business Correspondence and Minute Writing. N.M. Tripathi Pvt., 1974.
6. Balan, K.R. and Rayudu, C.S. Effective Communication. Beacon Books, 1996.
7. Bangh, L. Sue, Fryar, Maridell and Thomas David A. How to Write First Class Business Correspondence. N.T.C. Publishing Group USA, 1998.
8. Banerjee, Bani P. Foundation of Ethics in Management. Excel Books, 2005.
9. Bakar, Alan. Making Meeting Work. Sterling Publication Pvt., 1993.
10. Basu, C.R. Business Organization and Management. Tata McGraw-Hill, 1998.
11. Benjamin, James. Business and Professional Communication Concept and Practices. Harper Collins College Publishers, 1993.
12. Bhargava and Bhargava. Company Notices, Meetings and Regulations. Taxman Publication, 1971.
13. Black, Sam. Practical Public Relations. E.L.B.S. London, 1972.
14. Britt, Deborah. Improving Business Communication Skills. Kendall Hunt Publishing, 1992.
15. Bovee Cortland, L. and John V. Thrill. Business Communication Today. Taxman Publication, 1989.

Web Resources:

1. <http://lifehacker.com/top-10-ways-to-improve-your-communication-skills-1590488550>
2. <https://www.thebalance.com/verbal-communication-skills-list-2059698>
3. <https://bemycareercoach.com/soft-skills/list-soft-skills.html>
4. <https://www.thebalance.com/verbal-communication-skills-list-2059698>
5. <https://bemycareercoach.com/soft-skills/list-soft-skills.html>

Evaluation Pattern 60:40

A) Internal Assessment: 40 % of 50 (20 Marks)

Sr.No.	Particulars	Marks
01	One Class Test / Online Examination to be conducted in the given semester [Duration: 20 Minutes]	10
02	One Assignment to be conducted in the given semester	05
03	Active participation in routine class instructional deliveries and overall conduct as a responsible learner, mannerism and articulation and exhibit of leadership qualities in organizing related academic activities	05
	Total	20

B) Semester End Examination: 60% of 50 (30 Marks)

Question Paper Pattern

Maximum Marks: 30

Questions to be set: 02

Duration: 1 Hour

Question No	Particular	Marks
Q-1	Objective Questions (*Multiple choice / True or False / Match the columns/Fill in the blanks)	10 Marks
Q-2	Letter Writing (any 2 out of 3)	10 Marks
Q-3	Report Writing (any 1 out of 2)	10 Marks

**Syllabus of Courses of B.Com. Programme at Semester II
with Effect from the Academic Year 2023-2024**

Value Education Course (VEC)

9. Environmental Geography II

Name of the Course	ENVIRONMENTAL GEOGRAPHY II
Course Code	UCOM209
Class	FYBCOM
Semester	II
No of Credits	02
Nature	Theory
Type	Major
Employability/ entrepreneurship/ skill development	Courses that help in understanding varied environmental processes operating at Global, Regional and Local level are included in the curriculum. Also, the application part is taken care of so that the learner shall be able to use when they are working in/for industry, business, job, etc. like green business, eco-friendly product, marketing, use of Geospatial technology, etc. It is helpful for understanding psychology about local peoples toward environment and create eco-friendly activity like organic farming, fruit processing, Eco-tourism, etc

Modules at a Glance

Sr. No.	Modules	No. of Lectures
1	Sustainable development & living	08
2	Environmental Movement & Management	08
3	Environment & Society – Case studies (Practical)	08
4	Map Filling (Practical)	06
Total		30

Course Outcomes

The learner shall be able to

1. Aware about sustainable development & imbibe eco-friendly life style.
2. Aware about environmental movement & management.
3. Apply draw & fill map of Konkan & Mumbai.
4. Prepare a study report to find out local solutions for local environmental problems.
5. Engage environmental awareness activity in groups.

Sr. No.	Modules / Units
1	Sustainable development & living (08 Lectures)
	Environmental Sustainability (MDG) Human Development Index (HDI) & World Happiness Index (WHI) Smart Cities & Sustainable Cities Green Consumerism, Green Business & CSR towards environment Green Energy & Eco-friendly life style
2	Environmental Movement & Management (08 Lectures)
	Environmental movements in India – Narmada Bachav Movement, Chipko Movement, Save Western Ghats Movement Local Environmental movement – Jaitapur Movement & Nanar-Barasu Movement Environmental Management – Concept, need & relevance, concept of ISO 14000 & ISO 16000, concept of Carbon Bank & Carbon Credit Environmental provision in constitution, Environmental Protection Acts Geospatial Technology – Concept & component, application of GST in environmental management
3	Environment & Society – Case studies (Practical) (08 Lectures)
	Water conservation Organic farming Cyclones Citizen action groups, NGO Interview / biography of environmentalist
4	Map Filling (Practical) (06 Lectures)
	Map filling using point, line and polygon segment (Environmentally significant features) Map of Konkan Map of Mumbai

Evaluation Pattern 60:40

A) Internal Assessment: 40 % of 50 (20 Marks)

Sr.No.	Particulars	Marks
01	One Class Test / Online Examination to be conducted in the given semester [Duration: 20 Minutes]	10
02	One Assignment to be conducted in the given semester	05
03	Active participation in routine class instructional deliveries and overall conduct as a responsible learner, mannerism and articulation and exhibit of leadership qualities in organizing related academic activities	05
	Total	20

B) Semester End Examination: 60% of 50 (30 Marks)

Question Paper Pattern

Maximum Marks: 30

Questions to be set: 02

Duration: 1 Hour

Question No	Particular	Marks
Q-1	A) Map filling (Konkan) B) Map filling (Mumbai)	05 Marks 05 Marks
Q-2	Answer the following Questions (Any Two) A) Full Length Question B) Full Length Question C) Full Length Question	20 Marks

Learning Resources Recommended

- (1) Environmental Geography: Singh Savindra, Prayag Pustak Bhavan, Allahabad, India (2011)
- (2) Environmental Geography : Gautam Alka, Sharda Pustak Bhavan, Allahabad, India (2009)
- (3) Environmental Studies: Erach Barucha, University Press(India), pvt. Lmt. Hyderabad (2005)
- (4) पर्यावरण शास्त्र: डॉ. विठ्ठल घारपुरे, पिंपळापुरे प्रकाशन नागपूर (२०१४)
- (5) संपूर्ण परिस्थितीकी जैवविविधता व हवामान बदल (MPSC): साधना सुरेश नेतनकर, के सागर प्रकाशन (२०१५)
- (6) परिस्थितीकी व पर्यावरण : सिद्धार्थ, मुखर्जी आणि अदिती कुमार (मराठी अनुवाद - श्रीकांत गोखले), के सागर प्रकाशन

Co-Curricular Courses (CC)

1. *National Social Service*

Name of the Course	<i>NATIONAL SOCIAL SERVICE (NSS)</i>
Course Code	GJCC101, GJCC201
Class	FIRST YEAR OF ALL UG PROGRAMME
Semester	III & IV
No of Credits	02
Nature	Practical
Type	Co-curricular Course (CC)
Employability/ entrepreneurship/ skill development	<p>NSS provides vocational training to its members without charging any fees. NSS also helps the volunteers to develop personal and social skills, such as leadership, teamwork, communication, problem-solving, self-confidence, and civic responsibility. These skills are essential for any kind of employment and can make the volunteers more attractive to potential employers.</p> <p>NSS also exposes the volunteers to various social issues and challenges, such as poverty, illiteracy, health, environment, etc. This can help the volunteers to gain awareness and empathy for different communities and causes, and also inspire them to pursue careers that are aligned with their values and interests.</p> <p>NSS also provides opportunities for the volunteers to network with other students, teachers, professionals, and organisations that are involved in community service. This can help the volunteers to build their contacts and references, which can be useful for finding jobs or further education. These skills can help the volunteers to find jobs in various sectors or start their own businesses.</p>

Course Outcomes

The learner shall be able to

1. Develops the personality and character of the student youth through voluntary community service
2. Fosters a sense of social responsibility, civic awareness, national integration and secularism among the student.
3. Enhances the skills and knowledge of the student youth in various fields such as health, education, environment, disaster management, rural development, etc
4. Creates a pool of trained and motivated youth who can contribute to the nation building and social welfare
5. Promotes the spirit of volunteerism and service among the student youth and the society at large.

Completion of Co-curricular Course will be certified by Co-ordinator of the Course considering participation of learner in the different activities as specified	<i>Credit</i>	<i>Hours</i>
College Level Activities (Street Play, Cleanliness, Tree Plantation, Health Camp, Blood Donation, Organ Donation, Awareness Programme, Rally, Demo of Disaster Management, Yuva Sapathaha etc. Special Day Celebration) Community Level activity (Bandhara, Soak Pits, Village Adoption, Digital Literacy, NGO Collaboration Activity, Awareness Programme, Waste Collection Management at Ganapati Vacation, Swachha Bharat Mission, Beti Bachao Beti Padhao Abhiyan, Pulse Polio, Voter Awareness, Crop Insurance etc.)	<i>02</i>	<i>60</i>
Total	<i>02</i>	<i>60</i>

Co-Curricular Courses (CC)

2. National Cadet Corps

Name of the Course	National Cadet Corps (NCC)
Course Code	GJCC102, GJCC202
Class	FIRST YEAR OF ALL UG PROGRAMME
Semester	III & IV
No of Credits	02
Nature	Practical
Type	Co-curricular Course (CC)
Employability/ entrepreneurship/ skill development	The National Cadet Corps (NCC) is the youth wing of the Indian Armed Forces with its headquarter in New Delhi, India. It is open to school and college students on voluntary basis as a Tri-Color Services Organisation, comprising the Army, the Navy and the Air Force, engaged in developing the youth of the country into disciplined and patriotic citizens. They can work as officers in defense services, ANO at Schools and colleges; They can start their own business with skill of ship modelling, scuba diving and swimming. They can join in Police force, Security services. They can work in disaster Management.

Course Outcomes

The learner shall be able to

1. It aims to develop character, leadership, comradeship, secular outlook, adventurous spirit and selfless service among the youth.
2. It provides basic military training in small arms and drill to the cadets and exposes them to camp life, weapons training, war crafts, map reading, physical training and other skills.
3. It nurtures the youth towards leading and serving the nation throughout their life, regardless of their career.
4. It participates in various social service activities such as blood donation, tree plantation, disaster relief, traffic control, awareness campaigns and so on.
5. It offers opportunities for cadets to attend national and international camps, competitions, youth exchange programs, adventure activities and scholarships.

Completion of Co-curricular Course will be certified by Co-ordinator of the Course considering participation of learner in the different activities as specified	<i>Credit</i>	<i>Hours</i>
<p>College Level Activities (Debate Competition on environmental issues, Street Play, Cleanliness, Tree Plantation, Health Camp, Blood Donation, Awareness Programme (Anti-drugs, Save Girl Child), Poster Making, Rally, Organisation of guest lectures for cyber security, Training of Disaster Management, Ship Modelling Training, Special Day Celebration etc.)</p> <p>Community Level activity (Guest lectures for Road Safety Awareness Programme, Traffic Controlling Management, Organisation of Ekata Run, Digital Literacy, NGO Collaboration Activity, Work as Police Mitra, Awareness Programme, Waste Collection Management at Ganapati Vacation, Punit Sagar Abhiyan, Plastic free Ossian, Swachha Bharat Mission, Save Girl Child, Pulse Polio, Voter Awareness, Participation in Various camps at National and International Levels etc.)</p>	<i>02</i>	<i>60</i>
Total	<i>02</i>	<i>60</i>

Co-Curricular Courses (CC)

3. Sports & Yoga

Name of the Course	<i>Sports</i>
Course Code	GJCC103, GJCC203
Class	FIRST YEAR OF ALL UG PROGRAMME
Semester	III & IV
No of Credits	02
Nature	Practical
Type	Co-curricular Course (CC)
Employability/ entrepreneurship/ skill development	<p>Sports marketing: This is a position for a sports marketing at Sports shops. Sports marketing professionals are responsible for promoting and selling sports products, provides services, manage events, or teams to the target audience. They use various strategies and channels, such as advertising, social media, sponsorships, endorsements, merchandising, and public relations, to create awareness and generate revenue for the sports industry.</p> <p>Sports teacher: This is a full time position for a Sports teachers are educators who teach physical education and sports skills to students of different age groups and levels. They plan and conduct lessons, activities, games, and assessments that help students develop their fitness, health, and motor skills. They also monitor and evaluate the students' progress and performance.</p> <p>Yoga is a holistic practice that involves physical, mental, and spiritual aspects.</p> <p>You can find work as Yoga instructor at gyms, schools, health centers, housing societies and large organizations.</p>

Course Outcomes

The learner shall be able to

1. Improve physical health, such as lower risk of chronic diseases, better fitness, and lower body mass index
2. Improve mental health, such as lower stress levels, higher self-esteem, and lower depression and anxiety
3. Improve social skills, such as teamwork, communication, empathy, and pro-social behaviour
4. Improved flexibility: Yoga can help increase the range of motion and mobility of your joints and muscles. This can reduce stiffness, pain, and risk of injury. Yoga can also slow down the loss of flexibility that comes with aging
5. Stress relief: Yoga can help lower your cortisol levels, which are associated with stress and anxiety. Yoga can also promote relaxation, mindfulness, and positive mood through breathing exercises, meditation, and chanting
6. Mental health: Yoga can help alleviate symptoms of depression, anxiety, and other mental disorders by regulating your mood, enhancing your self-esteem, and increasing your resilience.

Completion of Co-curricular Course will be certified by Co-ordinator of the Course considering participation of learner in the different activities as specified	<i>Credit</i>	<i>Hours</i>
College Level Activities (Athletics, Kabaddi, Kho-Kho, Volleyball, Football, Cricket, Badminton, Chess, Table Tennis, Tug of War, Power-lifting, Bodybuilding) (Various Aasan, Pranayam, Meditation) University / National / International Level activity (Athletics, Kabaddi, Kho-Kho, Volleyball, Football, Cricket, Badminton, Chess, Table Tennis, Tug of War, Power-lifting, Bodybuilding)	<i>02</i>	<i>60</i>
Total	<i>02</i>	<i>60</i>

Co-Curricular Courses (CC)

4. Cultural

Name of the Course	Cultural
Course Code	GJCC104, GJCC204
Class	FIRST YEAR OF ALL UG PROGRAMME
Semester	III & IV
No of Credits	02
Nature	Practical
Type	Co-curricular Course (CC)
Employability/ entrepreneurship/ skill development	Director / Assistant Director / Art Director Producer / Assistant Producer Actor / Actress / Side-actor / Lead actor Casting Director / Assistant Casting / Anchoring Writer / Story Writer Costume Designer Make up men / Hair Dresser Light designer/ Light operator Mimicry Artist Singer/ Corus Choreographer Programme Manager

Course Outcomes

The learner shall be able to

1. Increased cultural awareness and appreciation of diversity
2. Enhanced creativity and self-expression
3. Improved academic performance and learning skills
4. Greater social cohesion and civic participation
5. Better health, well-being and self-esteem

Completion of Co-curricular Course will be certified by Co-ordinator of the Course considering participation of learner in the different activities as specified	<i>Credit</i>	<i>Hours</i>
College Level Activities (Elocution, Indian Classic Instrumental, Indian Group Songs, Western Vocal Solo, Classical Vocal solo, Debate, One Act Play, Skit, Mono Act, Mime, Skit, Fine Arts, Indian Folk Dance)		
University / National / International Level activity (Elocution, Indian Classic Instrumental, Indian Group Songs, Western Vocal Solo, Classical Vocal solo, Debate, One Act Play, Skit, Mono Act, Mime, Skit, Fine Arts, Indian Folk Dance, Group Dance, Group Song, Any Group Activity, Patriotic song at college on 15 th August, Annual Zep Event Management)	02	60
Total	02	60

Co-Curricular Courses (CC)

5. Career Katta Courses

Name of the Course	Career Katta Courses
Course Code	GJCC105, GJCC205
Class	FIRST YEAR OF ALL UG PROGRAMME
Semester	III & IV
No of Credits	02
Nature	Practical
Type	Co-curricular Course (CC)
Employability/ entrepreneurship/ skill development	Career Katta is initiated jointly by the Maharashtra Information Technology Support Centre (MITSC) and Maharashtra State Higher and Technical Department. Its motto is to provide value-added skilled human resources. To develop entrepreneurial skills among the youth it has started 'Udyojak Aaplya Bhetila', and to make the bureaucrats and Officers it has started IAS Aaplya Bhetila. Only 365/- charge for three years. The tremendous video lecture provides freely through its youtube channel. The LRC website has provided here the link of this youtube channel named Uva Jagar Abhiyan. Bhartiya Sanvidhaanache Parayan, Vruttapatra Vedh, etc. are linked on this portal.

Course Outcomes

The learner shall be able

1. To Mentor students for UPSC Exams
2. To Mentor students for Competitive exam
3. To provide guidance to students from eminent personalities.
4. To develop entrepreneurial skills among the youth
5. To provide guidance to students from entrepreneurs at international level.

Completion of Co-curricular Course will be certified by Co-ordinator of the Course considering participation of learner in the different activities as specified	<i>Credit</i>	<i>Hours</i>
Participation in Career Katta Various Courses	<i>02</i>	<i>60</i>
Total	<i>02</i>	<i>60</i>

Co-Curricular Courses (CC)

6. *Life Long Learning*

Name of the Course	<i>Life Long Learning</i>
Course Code	GJCC106, GJCC206
Class	FIRST YEAR OF ALL UG PROGRAMME
Semester	III & IV
No of Credits	02
Nature	Practical
Type	Co-curricular Course (CC)
Employability/ entrepreneurship/ skill development	Lifelong learning is a commitment to self-improvement through continuous education. It's a phrase used to describe self-development, whether that be personal, professional or academic. Careers expert Blair Slater defines lifelong learning as the ability to adapt and continuously learn new skills. It's the key to enhancing your employability.

Course Outcomes

The learner shall be able to

1. Renewed self-motivation.
2. Recognition of personal interests and goals.
3. Improvement in other personal and professional skills.
4. Improved self-confidence.
5. Recognize your own personal interests and goals.

Completion of Co-curricular Course will be certified by Co-ordinator of the Course considering participation of learner in the different activities as specified	<i>Credit</i>	<i>Hours</i>
College Level Activities (Completion of Project, Participate in every activity at college level)	<i>02</i>	<i>60</i>
Community Level activity (Survey and any social activity)		
Total	<i>02</i>	<i>60</i>

Co-Curricular Courses (CC)

7. Research SHODHVEDH -AVISHKAR

Name of the Course	Research Shodhavedh - Avishkar
Course Code	GJCC107, GJCC107
Class	FIRST YEAR OF ALL UG PROGRAMME
Semester	III & IV
No of Credits	02
Nature	Practical
Type	Co-curricular Course (CC)
Employability/ entrepreneurship/ skill development	Research activity is conducted in each and every field of Humanities and social science, Pure Science, Languages, technology etc. Technology is updated continuously with the help of research.

Course Outcomes

The learner shall be able to

1. Enhance the students' critical thinking, problem-solving, and analytical skills by exposing them to various methods, sources, and perspectives of research.
2. Foster the students' curiosity, creativity, and innovation by allowing them to explore topics of their interest and generate new knowledge or solutions.
3. Improve the students' communication, collaboration, and presentation skills by requiring them to work with peers, mentors, and experts and share their findings with others.
4. Increase the students' confidence, motivation, and satisfaction by giving them opportunities to apply their learning, demonstrate their abilities, and receive feedback and recognition.
5. Prepare the students for future academic or professional careers by exposing them to the standards, expectations, and challenges of research in different fields and disciplines.

Completion of Co-curricular Course will be certified by Co-ordinator of the Course considering participation of learner in the different activities as specified	Credit	Hours
College Level Activities (Shodhvedh) University / National / International Level Research paper Publication (Participation in any activity at zonal/ University / State level competition Avishkar / State / National / International level publication of research paper)	02	60
Total	02	60

Co-Curricular Courses (CC)

8. *Science Association*

Name of the Course	Science Association
Course Code	GJCC108, GJCC208
Class	FIRST YEAR OF ALL UG PROGRAMME
Semester	III & IV
No of Credits	02
Nature	Practical
Type	Co-curricular Course (CC)
Employability/ entrepreneurship/ skill development	<p>Science Association offers students the chance to do science related activities that extend and enhance the science they experience in classroom. It develops scientific attitude, scientific interest, scientific writing and communication skills, quality to participate in different scientific activities.</p> <p>Learners can also learn how to apply scientific knowledge and methods to solve problems and generate new ideas. They can work with other participants who share same interest and passion. Science learner can also learn how to contribute to the common goal.</p> <p>Exposing student to nature will enhance their critical thinking to various environmental issues and challenges such as biodiversity loss, pollution, deforestation, etc.</p> <p>Students can analyze and evaluate information from different sources as well as learn how to generate an applied solution creatively.</p> <p>Students can gain practical experience in using professional equipments like telescope.</p>

Course Outcomes

1. To provide proper incentive and inspiration for the pursuit of scientific knowledge in a vigorous way, by broadening learner's scientific outlook.
2. To enhance critical thinking, problem-solving and analytical skills by exposing him/her to various methods, sources and perspectives of research.
3. To provide opportunities for bringing college students close to the society, nature and to acquaint the people with the services and contribution of science in their life.
4. It aims to develops among the student, the spirit and attitude of healthy competition for individual and social causes.
5. To develop students' interest and participation in practical application of the knowledge related to different branches of science.

Sr. No	Internal Evaluation	Credit	Hours
1	Cleanliness of lab, decorating walls of lab, Poster Making, Organization of guest lectures, alumni talk, Participation in inter college science fest, Science model making competition, Scientific paper presentation, Essay writing competition, writing sci-fi book review, Participation in seminar, workshop, elocution and Science quiz, creating poems, slogans related to environment/environmental issues, tree plantation, Study tours, Treaking . Shodhvedh, Avishkar, papar publications, national Science Day programme, essay competition, Annual Adhiveshan organised by Marathi Vidnyan Parishad, student training at Marathi Vidnyan Parishad central unit Mumbai, participation in various activities related to astro physics.	02	60
Total		02	60

Co-Curricular Courses (CC)

9. Film Club

Name of the Course	<i>Film Club</i>
Course Code	GJCC109, GJCC209
Class	FIRST YEAR OF ALL UG PROGRAMME
Semester	III & IV
No of Credits	02
Nature	Practical
Type	Co-curricular Course (CC)
Employability/ entrepreneurship/ skill development	<p>Communication skills: Being able to express yourself clearly and confidently, both verbally and in writing, is essential for any film-related job. You need to be able to communicate your ideas, opinions, feedback, and instructions to others in a respectful and professional manner. Communication skills also include listening, presenting, and negotiating skills.</p> <p>Teamwork skills: Working in film requires collaboration and cooperation with different people, such as directors, actors, producers, technicians, and editors. You need to be able to work well with others, respect their views and contributions, and support them when needed. Teamwork skills also include leadership, delegation, and conflict management skills.</p> <p>Creativity skills: Film is a creative medium that allows you to express your vision and imagination. You need to be able to think outside the box, generate original ideas, and solve problems creatively. Creativity skills also include innovation, adaptability, and flexibility skills.</p> <p>Organisational skills: Film projects involve planning, scheduling, budgeting, and managing resources. You need to be able to organise your work efficiently, prioritise your tasks, meet deadlines, and follow instructions. Organisational skills also include time management, attention to detail, and multitasking skills.</p> <p>Technical skills: Depending on the role you want to pursue in film, you may need to have some technical skills that are relevant to the field. For example, if you want to be a cinematographer, you need to know how to operate a camera, adjust lighting, and edit footage. Technical skills also include computer literacy, software proficiency, and data analysis skills.</p>

Course Outcomes

1. You can improve your communication skills by expressing your thoughts and opinions about the films you watch, writing reviews or scripts, presenting your ideas or feedback, and listening to others.
2. You can enhance your teamwork skills by collaborating with other club members on film projects, respecting their views and contributions, supporting them when needed, and taking on different roles.
3. You can develop your creativity skills by exploring different genres and styles of film, generating original ideas, solving problems creatively, and adapting to different situations.
4. You can boost your organizational skills by planning and scheduling your film activities, prioritizing your tasks, meeting deadlines, and following instructions.
5. You can acquire or improve your technical skills by learning how to operate a camera, adjust lighting, edit footage, use software, and analyse data.
6. You can also enjoy the social benefits of film club by making new friends, having fun, sharing your passion for film, and creating a sense of unity and belonging.

Completion of Co-curricular Course will be certified by Co-ordinator of the Course considering participation of learner in the different activities as specified	<i>Credit</i>	<i>Hours</i>
Participation in GJC Film Club (Participation in workshops on State and National level, web series Screening, every activity /Film organized by GJC Film Club and attendat least 5 films in a year.)	<i>02</i>	<i>60</i>
Critics / Group Discussion on watched film (Actively participation in group discussion on said film)		
Total	<i>02</i>	<i>60</i>

Co-Curricular Courses (CC)

10. Infotech Courses

Name of the Course	<i>Infotech Courses</i>
Course Code	GJCC110, GJCC210
Class	FIRST YEAR OF ALL UG PROGRAMME
Semester	III & IV
No of Credits	02
Nature	Practical
Type	Co-curricular Course (CC)
Employability/ entrepreneurship/ skill development	<p>Infotech Springboard project is run by Infosys Pvt. Ltd., Bangalore and Government of Maharashtra. More than 3900 courses available on the website of Infosys Springboard. The courses are based on topics like computer system, Personality Development, Arts, Science, etc. Courses are free and students can get certificate on successful completion of course. Since certificates are titled with Infosys Pvt. Ltd., Bangalore hence resume of the students will get enhance.</p> <p>Learners can benefit from the knowledgebase and experience of 4 decades of Infosys Pvt. Ltd. as an enterprise.</p> <p>These courses help students to develop their skills in computer system and as well as related with overall personality.</p> <p>The students will be aware of new technologies and will get easy way to adopt new technique.</p>

Course Outcomes

1. Students get awareness about new technologies.
2. Students enhance their knowledge regarding technology and overall personality development.

Completion of Co-curricular Course will be certified by Co-ordinator of the Course considering participation of learner in the different activities as specified	Credit	Hours
Participation in Infosys Various Courses	02	60
Total	02	60

Kalam
DR. Seema S. Kalam
08/05/2024