

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**

S.Y.B.COM

Course Structure

Under Choice Based Credit System (CBCS)

To be implemented from Academic Year 2024-2025

S.Y.B.Com

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

(To be implemented from Academic Year 2024-25)

Course Code	Semester III	Credits	Course Code	Semester IV	Credits
	<i>School Specific Courses (SSC)</i>			<i>School Specific Courses (SSC)</i>	
	<i>Major</i>			<i>Major</i>	
UCOM301	Financial Accounting and Auditing - III	04	UCOM401	Financial Accounting and Auditing - IV	04
UCOM302	Commerce - III	02	UCOM402	Commerce - IV	02
UCOM303	Business Economics - III	02	UCOM403	Business Economics - IV	02
	<i>Minor</i>			<i>Minor</i>	
UCOM304	Business Law II	04	UCOM404	Business Law III	04
	<i>Generic / Open Elective</i>			<i>Generic / Open Elective</i>	
UCOM305	Advertising I	02	UCOM405	Advertising II	02
	<i>Vocational Skill Course (VSC)</i>			<i>Skill Enhancement Course (SEC)</i>	
UCOM306	Management Accounting I	02	UCOM406	Auditing	02
	<i>Ability Enhancement Course (AEC) Any I</i>			<i>Ability Enhancement Course (AEC) Any I</i>	
UAAECMA R301	Marathi: Communication Skill-I	02	UAAECMA R401	Marathi: Communication Skill-II	02
UAAECHIN 302	Hindi: Communication Skill-I		UAAECHI N402	Hindi: Communication Skill-II	
UAAECSAN 303	Sanskrit: Communication Skill-I		UAAECSA N403	Sanskrit: Communication Skill-II	
UAAECUR D304	Urdu: Communication Skill-I		UAAECUR D404	Urdu: Communication Skill-II	
	<i>Co-Curricular Courses (CC) Field Project (FP)</i>			<i>Co-Curricular Courses (CC) Community Engagement Project (CEP)</i>	
UGJCFP301	Field Project (FP)	02	UGJCCEP4 01	Community Engagement Project (CEP)	02
	Any one course from the Table 1 given below of CC	02		Any one course from the Table 1 given below of CC	02
Total Credits		22	Total Credits		22

Table 1: Co-curricular Course

Course Code	Semester III	Course Code	Semester IV
GJCC301	National Social Service (NSS)	GJCC401	National Social Service (NSS)
GJCC302	National Cadet Corps (NCC)	GJCC402	National Cadet Corps (NCC)
GJCC303	Sports & Yoga	GJCC403	Sports & Yoga
GJCC304	Cultural	GJCC404	Cultural
GJCC305	Career Katta	GJCC405	Career Katta
GJCC306	Life Long Learning	GJCC406	Life Long Learning
GJCC307	Shodhvedh / Avishkar Projects	GJCC407	Shodhvedh / Avishkar Projects
GJCC308	Science Association	GJCC408	Science Association
GJCC309	Film Club	GJCC409	Film Club
GJCC310	Infotech Courses	GJCC410	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)
$8.00 \leq 9.00$	$80.0 \leq 90.0$	A+ (Excellent)
$7.00 \leq 8.00$	$70.0 \leq 80.0$	A (Very Good)
$6.00 \leq 7.00$	$60.0 \leq 70.0$	B+ (Good)
$5.50 \leq 6.00$	$55.0 \leq 60.0$	B (Above Average)
$5.00 \leq 5.50$	$50.0 \leq 55.0$	C (Average)
$4.00 \leq 5.00$	$40.0 \leq 50.0$	P (Pass)
Below 4.00	Below 40	F (Fail)
Ab (Absent)	-	Absent

B.Com. Programme
Under Choice Based Credit, Grading and Semester
System Course Structure

(To be implemented from Academic Year 2024-2025)

Semester III

Course Code	Semester III	Credits
	<i>School Specific Courses (SSC)</i>	
	<i>Major</i>	
UCOM301	Financial Accounting and Auditing - III	04
UCOM302	Commerce - III	02
UCOM303	Business Economics - III	02
	<i>Minor</i>	
UCOM304	Business Law II	04
	<i>Generic / Open Elective</i>	
UCOM305	Advertising I	02
	<i>Vocational Skill Course (VSC)</i>	
UCOM306	Management Accounting I	02
	<i>Ability Enhancement Course (AEC) Any 1</i>	
UAAECMAR301	Marathi: Communication Skill-I	02
UAAECHIN302	Hindi: Communication Skill-I	
UAAECSAN303	Sanskrit: Communication Skill-I	
UAAECURD304	Urdu: Communication Skill-I	
	<i>Co-Curricular Courses (CC)</i>	
	<i>Field Project (FP)</i>	
UGJCFP301	Field Project (FP)	02
	Any one course from the List given below of CC	02
Total Credits		22

Table 1: Co-curricular Course

Course Code	Semester III
GJCC301	National Social Service (NSS)
GJCC302	National Cadet Corps (NCC)
GJCC303	Sports & Yoga
GJCC304	Cultural
GJCC305	Career Katta
GJCC306	Life Long Learning
GJCC307	Shodhvedh / Avishkar Projects
GJCC308	Science Association
GJCC309	Film Club
GJCC310	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	2024-2025
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 III
with Effect from the Academic Year 2024-2025**

School Specific Courses (SSC)

Major Course

1. Financial Accounting and Auditing – III

Name of the Course	FINANCIAL ACCOUNTING AND AUDITING - III
Course Code	UCOM301
Class	SYBCOM
Semester	III
No of Credits	04
Nature	Practical
Type	Major
Employability/ entrepreneurship/ skill development	Develop the ability to analyze financial data and calculate interest, essential for assessing the financial viability of potential business ventures and making informed investment decisions. Learn to assess and manage various financial risks associated with piecemeal cash distribution, such as past profits, contingent liabilities, and preferential liabilities, crucial for mitigating financial risks in entrepreneurial endeavors. Gain proficiency in the Realization method and purchase consideration calculation, enabling strategic decision-making in business mergers, acquisitions, and partnerships to optimize financial outcomes and achieve long-term growth. Learners will be able to apply their knowledge in accounting fields.

Modules at a Glance

Sr. No.	Modules	No. of Lectures
1	Accounting for Hire Purchase	15
2	Piecemeal Distribution of Cash	15
3	Amalgamation of Firms	15
4	Conversion / Sale of a Partnership Firm into a Ltd. Company	15
Total		60

Course Outcomes

The learner will be able to

1. Understand the concept of hire purchase and demonstrate the ability to calculate interest accurately.
2. Demonstrate knowledge of handling various financial elements such as past profits, contingent liabilities, and preferential liabilities in the balance sheet.
3. Gain expertise in the Realization method for amalgamation and accurately calculate the purchase consideration.
4. Develop the ability to create journal/ledger accounts for old firms and prepare balance sheets for the new firm.
5. Develop skills in addressing practical problems related to journal/ledger accounts and balance sheet preparation for the new company resulting from the conversion/sale process.

Sr. No.	Modules / Units
1	Accounting for Hire purchase (15 lectures)
	<ul style="list-style-type: none"> • Meaning, Calculation of interest • Accounting for Hire purchase transactions by Asset Purchase Method based on Full Cash Price • Journal Entries, Ledger Accounts and disclosure in Balance Sheet for Hirer and Vendor (excluding default, repossession and calculation of cash price) <p>Note: Simple practical problems based on Journal Entries, Ledger Accounts and disclosure in Balance Sheet for Hirer and Vendor</p>
2	Piecemeal Distribution of Cash (15 lectures)
	<ul style="list-style-type: none"> • Excess Capital Method only • Asset taken over by a partner • Treatment of past profits or past losses in the Balance sheet • Contingent liabilities / Realization expenses / amount kept aside for expenses and adjustment of actual • Treatment of secured liabilities • Treatment of preferential liabilities like Govt. dues / labour dues etc. <p>(Excluding: Insolvency of partner and Maximum Loss Method)</p> <p>Note: Simple practical problems based on Piecemeal Distribution of Cash</p>
3	Amalgamation of Firms (15 lectures)
	<ul style="list-style-type: none"> • Realization method only • Calculation of purchase consideration • Journal / ledger accounts of old firms • Preparing Balance sheet of new firm • Adjustment of goodwill in the new firm • Realignment of capitals in the new firm by current accounts / cash or a combination thereof Excluding Common transactions between the amalgamating firms <p>Note: Simple practical problems based on Journal / ledger accounts of old firms and Preparing Balance Sheet of new firm.</p>
4	Conversion / Sale of a Partnership Firm into a Ltd. Company (15 lectures)
	<ul style="list-style-type: none"> • Realisation method only • Calculation of New Purchase consideration • Journal / Ledger Accounts of old firms. • Preparing Balance sheet of new company <p>Note: Simple practical problems based on Journal / Ledger Accounts of old firms and Preparing Balance sheet of new company</p>

Learning Resources Recommended

1. L. N. Chopade – “Accountancy and Financial Management - I” Sheth Publisher
2. L. N. Chopade – “Accountancy and Financial Management- III” Sheth Publisher
3. Ashish K. Bhattacharyya – “Financial Accounting for Business Managers”, Prentice Hall of India Pvt. Ltd.
4. Shashi K. Gupta – “Contemporary Issues in Accounting”, Kalyani Publishers.
5. R. Narayanaswamy – “Financial Accounting”, Prentice Hall of India, New Delhi
6. Ashok Sehgal – “Fundamentals of Financial Accounting”, Taxmann’s Publishers

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	One Assignment to be conducted in the given semester	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: 02 Hrs.

All Questions are Compulsory Carrying 15 Marks each.

Question No	Particular	Marks
Q-1	Objective Questions A) Sub Questions to be asked 08 B) Sub Questions to be asked 07 (*Multiple choice / True or False / Match the columns/Fill in the blanks) OR Write Short Notes (Any 03 out of 5)	15 Marks 15 Marks
Q-2	Full Length Practical Question OR	15 Marks
Q-2	Full Length Practical Question	15 Marks
Q-3	Full Length Practical Question OR	15 Marks
Q-3	Full Length Practical Question	15 Marks
Q-4	Full Length Practical Question OR	15 Marks
Q-4	Full Length Practical Question	15 Marks

Note:***Practical question of 15 marks may be divided into two sub questions of 7/8 and 10/5***

***Syllabus of Courses of B.Com. Programme at Semester III
with Effect from the Academic Year 2024-2025
School Specific Courses (SSC)
Major Course
Commerce –III
(Introduction to Management)***

Name of the Course	COMMERCE – III (Introduction to Management)
Course Code	UCOM302
Class	SYB.Com.
Semester	III
No of Credits	02
Nature	Theory
Type (Applicable to NEP)	Major
Employability/ entrepreneurship	Develop the ability to apply strategic planning and decision-making skills to foster entrepreneurship. Enhance communication skills and collaborative abilities to work effectively in various sectors. Understand of corporate social responsibility. Providing opportunities for individuals to apply their understanding of management principles in real-world scenarios.

Modules at a Glance

Sr. No.	Modules	No. of Lectures
I	Introduction to Management	10
II	Planning & Organizing	10
III	Directing & Controlling	10
Total		30

Course Outcomes

The Learner will be able to -

1. Understand comprehensive management concepts & approaches
2. Engage in effective planning & decision-making process.
3. Demonstrate the ability to apply leadership concepts and styles.
4. Build confidence to tackle corporate challenges by developing strong motivational and leadership skills.

Sr. No.	Modules
1	Introduction to Management (10 Lectures)
	<ul style="list-style-type: none"> • Management: Concept, Nature, Functions, Managerial Skills & Competencies • Evolution of Management Thoughts Classical Approach: Scientific Management – F. W. Taylor’s Contribution Classical Organization Theory: Henri Fayol’s Principles • Modern Management Approach: Peter Drucker’s Dimensions of Management, Indian Management Thoughts- Origin & Significance of Indian Ethos to Management
2	Planning & Organizing (10 Lectures)
	<ul style="list-style-type: none"> • Planning: Steps, Importance, Components, M.B.O. Process, Advantages • Organizing: Steps, Organization Structures – Line & Staff Organization, Matrix Organization, Virtual Organization, Formal v/s Informal Organization. • Departmentation & Delegation: Concept of Departmentation & Delegation, Centralization v/s Decentralization
3	Directing & Controlling (10 Lectures)
	<ul style="list-style-type: none"> • Directing: Motivation: Concept, Importance, Influencing factors Leadership: Concept, Functions, Styles, Qualities of a good leader • Controlling: Concept, Steps, Essentials of good control system

Learning Resources Recommended

1. Management Today Principles & Practice- Gene Burton, Manab Thakur, Tata Mc Graw Hill, Publishing Co. Ltd.
2. Management – James A. F. Stoner, Prentice Hall, Inc. U.S.A.
3. Management: Global Prospective –Heinz Weihrich & Harold Koontz, Tata McGraw- Hill, Publishing Co. Ltd.
4. Essential of Database Management Systems –Alexis Leon, Mathews Leon Vijay Nicole, Imprints Pvt. Ltd.
5. Management –Task , Resp, Practices – Peta Druche “willian Heinemann LTD.

Evaluation Pattern 30:20

A. Internal Assessment: 20 Marks

Sr. No.	Particulars	Marks
1	One Class Test / Online Examination to be conducted in the given semester [Duration: 20 Minutes]	10
2	One Assignment to be conducted in the given semester	5
3	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: 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 III
with Effect from the Academic Year 2024-2025
School Specific Courses (SSC)
Major Course***

Business Economics- III

Name of the Course	Business Economics- III
Course Code	UCOM303
Class	SYBCOM
Semester	III
No of Credits	02
Nature	Theory
Type	Major
Employability/ entrepreneurship/ skill development	This course will help students understand certain basic analytical tools of macroeconomics, evaluate macroeconomic conditions. it will help the students to design and understand aggregate economic variables in a consistent way of thinking macroeconomics phenomenon. It will familiarize Commerce students with basic concepts of macroeconomics and certain common features of economic occurrences in real world.

Modules at a Glance

Sr. No.	Modules	No. of Lectures
1	Introduction to Macro Economics	10
2	Basic Concepts of Keynesian Economics	10
3	Theory of Money	10
Total		30

Course Outcomes

The learner will be able to

1. Identify the scope of macroeconomics and Circular Flow of Aggregate Income and Expenditure.
2. Recall the components of the circular flow model.
3. Apply macroeconomic principles to analyze real-world economic situations.
4. Critically analyze the factors influencing different phases of the trade cycle, money supply.
5. Develop a comprehensive analysis of the factors influencing the demand for money in a changing economic landscape.

Sr. No.	Modules / Units
1	Introduction to Macro Economics (10 lectures)
	<ul style="list-style-type: none"> • Macroeconomics: Meaning, Scope and Importance • Circular flow of aggregate income and expenditure and its Importance-closed and open economy models • Trade Cycles: Features and Phases
2	Basic Concepts of Keynesian Economics (10 lectures)
	<ul style="list-style-type: none"> • Classical Macroeconomics : Say's law of Markets - The Principle of Effective Demand: Consumption Function • Investment function Investment Multiplier • Relevance of Keynesian theory tools to the developing countries
3	Theory of Money (10 lectures)
	<ul style="list-style-type: none"> • Money Supply: Determinants of Money Supply - Factors influencing Velocity of Circulation of Money • Demand for Money: Classical and Keynesian approaches and Keynes' liquidity preference theory of interest - Friedman's restatement of Demand for money

Learning Resources Recommended

1. Ackley. G (1976), Macro Economic Theory and Policy, Macmillan Publishing Co.NewYork.
2. Ahuja. H.L., Modern Economics - S.Chand Company Ltd. New Delhi.
3. Blanchard Olivier (2000), Macro Economics, Englewood Elitt, Prentice Hall Bouman John, Principles of Macro Economics
4. Dornbush, Rudiger, Fisher Stanley and Startz, Richards Macroeconomics, Nineth edition 2004 Tata-Mac Graw Hill, New Delhi.
5. Dwivedi, D.N. (2001). Macro Economics: Theory and Policy. Tata-Mac Graw Delhi.
6. Friedman Hilton (1953) Essays in Positive Economics, University of Chicago Press, London.
7. Gregory N. Mankiw, Macroeconomics, Fifth Edition (2002) New York: Worth Publishers
8. Jhingan, M.L... Principles of Economics Vrinda Publications (P) Ltd.
9. Shapiro, E (1996), Macro-Economic Analysis, Galgotia Publication, New Delhi.
10. Vaish.M.C. (2010) Macro Economic Theory 14tdition, Vikas Publishing House(P)Ltd.

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	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

A. Semester End Examination: 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 III
with Effect from the Academic Year 2024-2025***

School Specific Courses (SSC)

Minor Course

4. Business Law - II

Name of the Course	Business Law - II
Course Code	UCOM304
Class	SYBCOM
Semester	III
No of Credits	04
Nature	Theory
Type	Minor
Employability/ entrepreneurship/ skill development	Learner will appreciate the relevance of business laws to individual business and professional life. Learner will also gain knowledge of an important business law i.e. Contract Act and can apply it in individual, business and professional life. Moreover, learner will acquire certain employability skills.

Modules at a Glance

Sr. No.	Modules	No. of Lectures
1	Indian Contract Act, 1872 Part – I	15
2	Indian Contract Act, 1872 Part – II	15
3	Indian Contract Act, 1872 Part – III	15
4	Special Contracts	15
Total		60

Course Outcomes

The learner will be able to -

1. Understand the importance of laws to individual, business and professional life.
2. Acquire basic knowledge of an important business law i.e. Contract Act.
3. Apply knowledge in various spheres in individual, business and professional life.

Sr. No.	Modules / Units
1	Indian Contract Act, 1872 Part – I (15 lectures)
	<ul style="list-style-type: none"> • Concepts of Contract and Agreement, Essentials of Valid Contract. • Distinguish between Agreement and contract, Types of Contracts. • Concepts of Offer and Acceptance, Rules of Valid Offer and Acceptance, Rules Relating to Communication of Offer and Acceptance, Rules Relating to Revocation of Offer and Acceptance.
2	Indian Contract Act, 1872 Part – II (15 lectures)
	<ul style="list-style-type: none"> • Concept of Capacity to Contract, Capacities of Different Persons – Minor's Agreements, Agreements by Persons of Unsound Mind, Agreements by Persons Disqualified by Law. • Consideration – Concept, Importance, Legal Rules of Consideration, Types of Consideration, 'No Consideration, No Contract' – Exceptions to the Rule. • Concepts of Consent and Free Consent, Factors Affecting Free Consent – Coercion, Undue Influence, Fraud, Misrepresentation, Mistake.
3	Indian Contract Act, 1872 Part – III (15 lectures)
	<ul style="list-style-type: none"> • Void Agreements – Concept, Types of Void Agreements, Agreements against Public Policy. • Performance of Contract – Concept and Legal Provisions. • Discharge of Contract – Concept and Legal Provisions. • Breach of Contract – Concept, Remedies for Breach of Contract and Legal Provisions.
4	Special Contracts (15 lectures)
	<ul style="list-style-type: none"> • Contracts of Indemnity – Concept, Essential Elements. • Contracts of Guarantee – Concept, Essentials, Distinguish between Contract Indemnity and Contract of Guarantee. • Contracts of Bailment – Concept, Essential Elements, Types. • Contracts of Pledge – Concepts of Pledge and Lien, Essential Elements of Pledge, Types of Lien, Distinguish between Pledge and Lien. • Contracts of Agency – Concept, Types of Agents, Modes of Creation of Agency, Modes of Termination of Agency.

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 Contract (A Study of the Contract Act, 1872) and Specific Relief. By Avatar Singh. Eastern Book Company.
5. Law of Contract I and II. By S. Srivastava. Central Law Publication.
6. Law of Contracts I & II. By Prof. G.C.V.Subba Rao. Narender Gogia & Company.
7. The Principles of Law Of Contract. By Prof (Retd) R. C. Srivastava and Ashutosh Pathak. Bloomsbury India.

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	One Assignment to be conducted in the given semester	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: 02 Hrs.

All Questions are Compulsory Carrying 15 Marks each.

Question No	Particular	Marks
Q-1	Objective Questions A) Sub Questions to be asked 08 B) Sub Questions to be asked 07 (*Multiple choice / True or False / Match the columns/Fill in the blanks) OR Write Short Notes. (Any 3 out of 5)	15 Marks 15 Marks
Q-2	Answer the following questions (Any Two) A) Full Length Question B) Full Length Question C) Full Length Question	15 Marks
Q-3	Answer the following questions (Any Two) A) Full Length Question B) Full Length Question C) Full Length Question	15 Marks
Q-4	Answer the following questions (Any Two) A) Full Length Question B) Full Length Question C) Full Length Question	15 Marks

Note: Question of 15 Marks will be divided into Three Sub-questions of 7.5 Marks Each.

***Syllabus of Courses of B.Com. Programme at Semester III
with Effect from the Academic Year 2024-2025
School Specific Courses (SSC)
Generic / Open Elective
Advertising***

Name of the Course	Advertising
Course Code	UCOM305
Class	SYBCOM
Semester	III
No of Credits	02
Nature	Theory
Type	Generic / Open Elective
Employability/ entrepreneurship/ skill development	To making learners professionals with understanding of marketing communication. Learners will have the skills to manage brand communication effectively with the AIDA model. Learners will be prepared for diverse careers such as advertising agencies, media, and freelancing in graphics, animation, modeling, and dubbing.

Sr. No.	Modules	No. of Lectures
1	Integrated Marketing Communications	10
2	Social Aspects of Advertising	10
3	Recent Trends in Advertising	10
Total		30

Course Outcomes

The learner will be able to -

1. Acquire comprehension of IMC including its concept, features, elements, and the role of advertising in IMC.
2. Gain insights into pro bono advertising and social advertising initiatives with a specific focus on the efforts made by the Indian Government.
3. Make them compatible for careers in advertising
4. Understand brand building strategies & the skills required in the advertising field.

Sr. No.	Modules
1	Integrated Marketing Communications (10 Lectures)
	<ul style="list-style-type: none"> • Concept, Features, Elements, Role and Importance of advertising in IMC • Evolution of Advertising, Advertising Agency and Client Relationship, Creative Pitch, Product Advertising v/s Institutional Advertising
2	Social Aspects of Advertising (10 Lectures)
	<ul style="list-style-type: none"> • Social aspects: Importance of Ethics in Advertising, Forms of Unethical Advertising, Social issues in advertising - Positive & Negative Influences. • Pro Bono/Social advertising: Pro Bono Advertising, Social Advertising by Indian Government through Directorate of Advertising and Visual Publicity (DAVP), Self-Regulatory body- Role of ASCI (Advertising Standard Council of India)
3	Recent Trends in Advertising (10 Lectures)
	<ul style="list-style-type: none"> • Brand Building: The Communication Process, AIDA Model, Role of Advertising in Developing Brand Image, Brand Equity, Managing Brand Crises • Careers In Advertising: Skills Required for a Career In Advertising, Various Career Options - Advertising Agency, Media, Other Career Options, Freelancing

Learning Resources Recommended

1. Advertising and Promotion: An Integrated Marketing Communications Perspective George Belch and Michael Belch, 2015, 10th Edition, McGraw Hill Education
2. Contemporary Advertising, 2017, 15th Edition, William Arens, Michael Weigold and Christian Arens, Hill Higher Education
3. Strategic Brand Management – Kevin Lane Keller, 4th Edition, 2013 – Pearson Education Limited
4. Kleppner’s Advertising Procedure – Ron Lane and Karen King, 18th edition, 2011 – Pearson Education Limited
5. Advertising: Planning and Implementation, 2006 – Raghuvir Singh, Sangeeta Sharma –Prentice Hall
6. Advertising Management, 5th Edition, 2002 – Batra, Myers and Aaker – Pearson Education
7. Advertising Principles and Practice, 2012 - Ruchi Gupta – S.Chand Publishing
8. Brand Equity & Advertising- Advertising’s role in building strong brands, 2013- David A. Aker, Alexander L. Biel, Psychology Press
9. Brand Positioning – Strategies for Competitive Advantage, Subroto Sengupta, 2005, Tata McGraw Hill Publication.
10. The Advertising Association Handbook - J. J. D. Bullmore, M. J. Waterson, 1983 - Holt Rinehart & Winston
11. Integrated Advertising, Promotion, and Marketing Communications, Kenneth E. Clow and Donald E. Baack, 5th Edition, 2012 – Pearson Education Limited
12. Kotler Philip and Eduardo Roberto, Social Marketing, Strategies for Changing Public Behaviour, 1989, The Free Press, New York.
13. Confessions of an Advertising Man, David Ogilvy, 2012, Southbank Publishing
14. Advertising, 10th Edition, 2010 - Sandra Moriarty, Nancy D Mitchell, William D. Wells, Pearson

Evaluation Pattern 30:20

A. Internal Assessment: 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: 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 III
with Effect from the Academic Year 2024-2025
School Specific Courses (SSC)
Vocational Skill Course***

Name of the Course	Management Accounting I (Introduction to Management Accounting)
Course Code	UCOM306
Class	B.Com
Semester	III
No of Credits	2
Nature	Practical
Type	Vocational Skill Course (VSC)
Relevance with Employability/ Entrepreneurship/ Skill development	Upon completion of the Management Accounting course, students will be able to define and apply key concepts in management accounting, analyze financial statements using various tools, interpret and evaluate financial ratios, and demonstrate practical skills in ratio analysis, fostering their abilities for informed decision-making and financial management, essential for employability and entrepreneurship.

Modules at a Glance

Sr. No.	Modules	No. of Lectures
1	Introduction to Management Accounting	15
2	Ratio Analysis and Interpretation	15
Total		30

Course Outcomes

The learner will be able to -

1. Identify the Functions and Decision-Making Process in Management Accounting.
2. Apply Tools of Financial Statement Analysis, including Trend Analysis, Comparative Statements, and Common Size Statements.
3. Analyze & Evaluate Balance sheet Ratios, Revenue Statement Ratios & Combine Ratios.
4. Apply Ratio Analysis to Practical Situations

Sr. No.	Modules / Units
1	Introduction to Management Accounting (15 lectures)
	<p>Meaning, Nature, Scope, Functions, Decision Making Process, Financial Accounting V/s Management Accounting</p> <ul style="list-style-type: none"> • Analysis and Interpretation of Financial Statements • Study of Balance sheet and Income statement / Revenue statements in vertical formsuitable for analysis • Relationship between items in Balance Sheet and Revenue statement • Tools of analysis of Financial Statements <ul style="list-style-type: none"> (i) Trend analysis (ii) ComparativeStatement (iii) Common Size Statement <p>Note: Practical problems based on preparation of vertical financial statements Trend analysis, ComparativeStatement and Common Size Statement</p>
2	Ratio Analysis and Interpretation (15 lectures)
	<p>Based on Vertical Form of Financial statements – Meaning, classification, Du Point Chart, advantages and Limitations</p> <ul style="list-style-type: none"> • Balance Sheet Ratios: <ul style="list-style-type: none"> i) Current Ratio ii) Liquid Ratio iii) Stock Working Capital Ratio iv) Proprietary Ratio v) Debt Equity Ratio vi) Capital Gearing Ratio • Revenue Statement Ratio: <ul style="list-style-type: none"> i) Gross Profit Ratio ii) Expenses Ratio iii) Operating Ratio iv) Net Profit Ratio v) Net Operating Profit Ratio vi) Stock Turnover Ratio • Combined Ratio: <ul style="list-style-type: none"> i) Return on capital employed (Including Long Term Borrowings) ii) Return on proprietor's Fund (Shareholders Fund and Preference Capital) iii) Return on Equity Capital iv) Dividend Payout Ratio v) Debt Service Ratio vi) Debtors Turnover vii) Creditors Turnover <p>(Note: Practical problems based on Ratio Analysis)</p>

Learning Resources Recommended

I} Textbooks:

- i)"Management Accounting: Principles and Applications" by Khan and Jain
- ii)"Financial Management and Accounting Fundamentals for Construction" by Halpin and Senior

II} Online Courses:

- i)Coursera: "Managerial Accounting Fundamentals" by the University of Virginia
- edX: "Financial Accounting Fundamentals" by the University of British Columbia

III} Websites:

- ii)Investopedia: Provides articles and tutorials on financial analysis and accounting concepts.
- iii)Khan Academy: Offers free online courses on accounting principles and financial analysis.

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	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 III
with Effect from the Academic Year 2024-2025
School Specific Courses (SSC)**

**Ability Enhancement Course
Marathi: Communication Skill-I**

Name of the Course	Marathi: Communication Skill-I (मराठी : संवाद कौशल्ये -I)
Course Code	UAAECMAR301
Class	S.Y. B.Com
Semester	III
No of Credits	02
Nature	Theory
Type	Ability Enhancement Course (AEC)
Employability/ entrepreneurship/ skill development	मुद्रितशोधक म्हणून प्रकाशन व्यवसायामध्ये कार्य करू शकतील. कार्यक्रमांचे सूत्रसंचालन करू शकतील. व्यावहारिक मराठीचे प्राथमिक स्तरावरील काम करण्याइतपत विद्यार्थी तयार होतील.

Sr. No.	Modules	No. of Lectures
1	प्रमाण मराठी लेखन नियम आणि युनिकोड टायपिंग	15
2	मराठीतून सूत्रसंचालन	15
Total		30

Course Outcomes

- CO1 मराठी लेखनविषयक शासन नियम माहीत होतील.
CO2 व्यावहारिक मराठीचे ज्ञान होईल.
CO3 कार्यक्रमांचे सूत्रसंचालन करता येईल.

Sr. No.	Modules
1	प्रमाण मराठी लेखन नियम आणि युनिकोड टायपिंग (15 lectures)
	मराठी साहित्य महामंडळाने तयार केलेल्या आणि शासनमान्य असणाऱ्या 18 नियमांचा परिचय मोबाईल आणि संगणकावर मराठीतून लेखन
2	मराठीतून सूत्रसंचालन (15 lectures)
	विविध कार्यक्रमांसाठी कार्यक्रम पत्रिका तयार करणे सूत्रसंचालनाची संहिता लिहून काढणे, प्रात्यक्षिक

Learning Resources Recommended

संदर्भ पुस्तके –

१. व्यावहारिक मराठी, ल. रा. नासिराबादकर, फडके प्रकाशन कोल्हापूर.
२. व्यावहारिक मराठी, संपादक: कल्याण काळे, द. दि. पुंडे, निराली प्रकाशन पुणे.
३. व्यावहारिक मराठी, (य. प्र. कुलकर्णी गौरवग्रंथ) संपादक : स्नेहल तावरे, स्नेहवर्धन पुणे
४. सुगम मराठी व्याकरण आणि लेखन, मो.रा.वाळंबे, नितीन प्रकाशन, पुणे
५. मराठी लेखन मार्गदर्शिका, यास्मिन शेख, राज्य मराठी विकास संस्था, मुंबई

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	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 III
with Effect from the Academic Year 2024-2025
School Specific Courses (SSC)**

**Ability Enhancement Course
Hindi: Communication Skill-I**

Name of the Course	हिंदी -संभाषण कौशल :I (Hindi: Communication Skill- I)
Course Code	UAAECHIN302
Class	S.Y. B.Com
Semester	III
No of Credits	02
Nature	Theory
Type	Ability Enhancement Course (AEC)

Sr. No.	Modules	No. of Lectures
1	हिंदी भाषा	15
2	संभाषण कौशल सामान्य परिचय	15
Total		30

Course Outcomes

- CO1- विद्यार्थी को हिंदी भाषा के उद्भव और विकासका ज्ञान प्राप्त होगा।
CO2- विद्यार्थी को हिंदी भाषा के महत्व और विभिन्न रूपों का ज्ञान प्राप्त होगा।
CO3- विद्यार्थी को संभाषण कला के मूलभूत सिद्धांतों व भाषायी तकनीक का ज्ञान प्राप्त होगा।
CO4- विद्यार्थी संभाषणकला के विभिन्न रूपों से परिचित होगा।-
CO5- विद्यार्थी संभाषण कला में निष्णात जनसंचार के विभिन्न क्षेत्रों में रोजगार पा सकेगा।

Sr. No.	Modules
1	हिंदी भाषा (15 lectures)
	<ul style="list-style-type: none"> हिंदी भाषा का उद्भव और विकास हिंदी भाषा का महत्व हिंदी के विभिन्न रूप
2	संभाषण कौशल सामान्य परिचय (15 lectures)
	<ul style="list-style-type: none"> संभाषण अर्थ, परिभाषा और स्वरूप संभाषण के विविध रूप- वार्तालाप, व्याख्यान, वाद-विवाद, एकालाप, उद्घोषणा)अनाउन्समेंट(, संचालन) एंकरिंग (। समाचार वाचन) रेडियो, टी.वी(., मंचीय वाचन) कविता, कहानी, व्यंग्य (आदि। संभाषण कला के प्रमुख उपादान- यथेष्ट भाषा ज्ञान, मानक उच्चारण, सटीक प्रस्तुति, अन्तराल-ध्वनि) वॉल्यूम(, वेग, लहजा) एक्सेण्ट (आदि। पारिभाषिक शब्दावली : अर्थ, परिभाषा और महत्त्व

Learning Resources Recommended

- हिंदी भाषा का उद्भव और विकास उदयनारायण तिवारी .डॉ -
- हिंदी भाषा डॉ- भोलानाथ तिवारी .
- सामान्य भाषा विज्ञान सैद्धांतिक विवेचन विद्यासागर दयाल .डॉ -
- हिंदी भाषा की संरचना भोलानाथ तिवारी .डॉ -
- हिंदी उद्भव विकास और रूप हरदेव बाहरी -
- हिंदी भाषा एवं भाषा विज्ञान .डॉ - महावीरसरन जैन
- भाषा और सूचना प्रद्यौगिकी अमर सिंह वधान .डॉ -
- उपाध्याय, देवनाथ किताब महल "संभाषण-भाषण", इलाहाबाद, सं-1949
- ब्रजमोहन वाणी प्रकाशन "भाषा और व्यवहार" -, दिल्ली, सं-2010
- मेहता, डॉ विश्वविद्यालय प्रकाशन - "बोलने की कला" भानुशंकर ., वाराणसी, सं-2011
- शर्मा, महेश प्रभात प्रकाशन "भाषण कला" -, दिल्ली, सं-2013
- शर्मा, यज्ञदत्त आत्माराम एंड संस "आदर्श भाषण कला" -, कश्मीरी गेट, दिल्ली, सं-2015
- प्रयोजनमूलक हिंदी विनोद गोदरे .डॉ -
- प्रयोजनमूलक हिंदी नरेश मिश्र .डॉ -
- प्रयोजनमूलक हिंदी रवींद्रनाथ श्रीवास्तव .डॉ -

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: 03

Duration: 1 Hour

Question No	Particular	Marks
Q-1	A) Full Length Question OR B) Full Length Question	10 Marks
Q-2	A) Full Length Question OR B) Full Length Question	10 Marks
Q-3	Write Short Notes. (Any 2 out of 4)	10 Marks

**Syllabus of Courses of B.Com. Programme at Semester III
with Effect from the Academic Year 2024-2025
School Specific Courses (SSC)
Ability Enhancement Course
Sanskrit: Communication Skill-I**

Name of the Course	Sanskrit : Communication Skill-I
Course Code	UAAECSAN303
Class	S.Y. B.Com
Semester	III
No of Credits	02
Nature	Theory
Type	Ability Enhancement Course (AEC)

Sr. No.	Modules	No. of Lectures
1	Introduction to Sanskrit Language	15
2	Significant Literature in Sanskrit Language	15
Total		30

Course Outcomes

- CO1 To know the history of Sanskrit Language
CO2 To develop an ability to converse in Sanskrit.
CO3 To introduce the basic idea of the sentence-structure of the Sanskrit language
CO4 To develop Vocabulary of Sanskrit.
CO5 To appreciate learning Subhashits and stotras in Sanskrit
CO6 To introduce the story-literature in Sanskrit.
CO7 To understand the relevance of Indian knowledge through the introduction to Yoga and Ayurveda

Sr. No.	Modules
1	Introduction to Sanskrit Language
	<ul style="list-style-type: none"> • Self-Introduction in Sanskrit • Communication Skills • Glossary of Sanskrit in modern age • Sanskrit puzzles
2	Significant Literature in Sanskrit Language
	<ul style="list-style-type: none"> • Verses related to Ayurveda • Verses / Subhashits related to Yoga Shastra • Introduction Story Literature • Introduction to Stotra Literature

Learning Resources Recommended

1. वेम्पटि कुटुम्बशास्त्री, राष्ट्रिय संस्कृत संस्थान, प्रथमादीक्षा (५ पुस्तके सेट), नवी दिल्ली, २००२
2. स्वामी श्रीद्वारिकादासशास्त्री ,हठयोगप्रदीपिकाचौख ,म्बा विद्याभवन, वाराणसी, २०१५
3. वडोदकर सिद्धेश्वर विष्णु, आयुर्वेदाचा इतिहास ,साधना प्रकाशन १९७३ ,पुणे ,
4. चित्रपदकोश, संस्कृतभारती .
5. वैद्य परशुरामलक्ष्मण, वैद्यकीयसुभाषित साहित्यम् अथवा साहित्यकसुभाषितवैद्यकम्, चौखम्बासंस्कृत संस्थान , वाराणसी, १९९९

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	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 III
with Effect from the Academic Year 2024-2025
School Specific Courses (SSC)
Ability Enhancement Course
Urdu: Communication Skill-I**

Name of the Course	Urdu: Communication Skill – I
Course Code	UAAECURD304
Class	S.Y. B.Com
Semester	III
No of Credits	02
Nature	Theory
Type	Ability Enhancement Course (AEC)

Sr. No.	Modules	No. of Lectures
1	Imla, Lahja, Talaffuz Aur Guftugu Andaz Aur Peshkash	10
2	Rumuz-e-Auqaf Aur Qawaid	10
3	Zabani Aur Gair Zabani Mawasilat	10
Total		30

Course Outcomes

- CO1: To enable the learners to know the linguistics background of the language and dialect of Urdu.
- CO2: To develop the report writing, essay writing skills of the students.
- CO3: To develop the sense of meaningful translation.
- CO4: This course will also help the learners to know the important features and differences between literary, nonliterary and in dally usage.
- CO5: To develop basic knowledge of Urdu Grammar among new learners.
- CO6: To understand and enjoy the epigrammatic nature of Urdu Poetry.

Sr. No.	Modules
1	Imla, Lahja, Talaffuz Aur Guftugu Andaz Aur Peshkash (10 Lectures)
	Spelling, Pronunciation and Accent Conversation, Style & Presentation
2	Rumuz-e-Auqaf Aur Qawaid (10 Lectures)
	Grammar and Punctuation
3	Zabani Aur Gair Zabani Mawasilat (10 Lectures)
	Types of Verbal & Non Verbal Communication

Learning Resources Recommended

1. Urdu Qawid by Abdul Haque
2. Urdu Grammar Aur Composition by Toaseef Shah
3. Mazmoon Nawesi by Akhlaque Dehlvi

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: 03

Duration: 1 Hour

Question No	Particular	Marks
Q-1	Answer the following Questions (Any Two) (Module 1) A) Short Note B) Short Note C) Short Note	10 Marks
Q-2	Answer the following Questions (Any Two) (Module 2) A) Short Note B) Short Note C) Short Note	10 Marks
Q-3	Answer the following Questions (Any Two) (Module 3) A) Short Note B) Short Note C) Short Note	10 Marks

***Syllabus of Courses of B.Com. Programme at Semester III
with Effect from the Academic Year 2024-2025
School Specific Courses (SSC)
Field Project (FP)***

Name of the Course	Field Project (FP)
Course Code	UGJCFP301
Class	SYBCOM
Semester	III
No of Credits	02
Nature	Practical
Type	Field Project (FP)
Employability/ entrepreneurship/ skill development	The Field Project for Bachelor of Commerce is designed to provide learners with hands-on learning experiences in understanding different socio-economic contexts. The project aims to expose learners to development-related issues in both rural and urban settings. It offers opportunities for learners to observe and study actual field situations related to socio-economic development, policies, regulations, organizational structures, and programmes that guide the development process. Additionally, learners will explore innovative practices to address complex socio-economic problems in the community.

Guidelines Field Project (FP)

This course requiring learners to participate in field-based learning/projects generally under the supervision of faculty. **Learners have to work 60 hours in a semester for field Project.**

30 hours for classroom activities

- In a semester for project planning, preparation for the field project.
- Data analysis & Preparation of report etc.

30 hours for out-of-class activities

- Implement the planned fieldwork activities according to the project schedule.
- Collect data through interviews, surveys, observations, etc.
- Document all fieldwork activities accurately, including any challenges or unexpected findings.

Field Project (FP) Course Outcomes

The field-based learning/ project should attempt to provide opportunities for learners to

1. Understand the different socio-economic contexts.
2. Giving exposure to development related issues in rural and urban settings.
3. Observe situation in rural and urban contexts and to observe and study actual field situations regarding issues related to socio-economic development.
4. Gain a first-hand understanding of the policies, regulations, organizational structures, processes and programmes that guide the development process.
5. Gain an understanding of the complex socio-economic problems in the community and innovative practices required to general solutions to the identified problems.

Assessment Pattern 30:20

<i>Sr. No</i>	<i>Field Project work</i>	<i>Distribution of Marks</i>
1	Basic structure of society, Key definitions of problem area, analysis of preliminary data Classroom work, correspondence, formats, interactions, liaising Field work and Data Gathering Analysis and Reporting Feedback to Community	30
2	<i>Internal Evaluation</i>	
	Viva-Voce Examination	20

Guidelines for Field Project Report Structure:

The students will be required to submit a comprehensive report at the end of the Field Project. A project report has to be brief in content and must include the following aspects:

1. Title Page:

Mentioning the title of the report, name of the student, program, institution, and the period of training/project.

2. Certificate of Completion:

A certificate issued by the organization or supervisor confirming the successful completion of the training/project.

3. Declaration:

A statement by the student declaring that the report is their original work and acknowledging any assistance or references used.

4. Acknowledgments:

Recognizing individuals or organizations that provided support, guidance, or resources during the project.

5. Table of Contents:

Providing a clear outline of the report's sections and page numbers.

6. Executive Summary:

A bird's eye view of your entire presentation has to be precisely offered under this Category. A brief overview of the project, its objectives, and key findings should be mentioned

7. Introduction:

Background information about the field project and its significance. Objectives and scope of the project.

8. Field Visits and Observations:

Detailed accounts of the field visits, including locations, dates, and observations made during the visits. Photographs or visual aids to support the observations.

9. Identified Socio-Economic Problems:

Detailed description of the complex socio-economic problems observed in the community. Analysis of the root causes and implications of these problems.

10. Innovative Solutions:

- Presentation of innovative practices proposed to address the identified problems.
- Description of the action plans to implement these solutions

11. Conclusion & Recommendations:

Summary of the key findings and outcomes of the field project. Reflections on the overall experience and learning during the project. Specific recommendations for policymakers, organizations, or stakeholders to address the identified issues.

12. References & Appendices:

List of all sources cited in the project report. Additional supporting materials, such as interview transcripts, survey questionnaires, or field visit notes can be attached as appendices

The bounded project report based on ‘On the Job Training/ Field Project’ shall be prepared as per the broad guidelines given below:

- Font type: Times New Roman
- Font size: 12-For content, 14-for Title
- Line Space: 1.5-for content and 1-for in table work
- Paper Size: A4
- Margin: in Left-1.5, Up-Down-Right-1

Format

1 st page (Main Page)

Title of the problem of the Field Project

A Project Submitted

to

R. P. Gogate college of Arts & Science and

R.V. Jogalekar College of Commerce (Autonomous), Ratnagiri

under

University of Mumbai

for partial completion of the degree

of

SYBCOM

Under the Faculty of Commerce

By

Name of the Learner (1) SYBCOM DIVISION ()

Name of the Learner (2) SYBCOM DIVISION ()

Name of the Learner (3) SYBCOM DIVISION ()

Name of the Learner (4) SYBCOM DIVISION ()

Name of the Learner (5) SYBCOM DIVISION ()

Under the Guidance of

Name of the Guiding Teacher

R. P. Gogate college of Arts & Science and

R.V. Jogalekar College of Commerce (Autonomous), Ratnagiri

N.V. Joshi Road Near District Court Ratnagiri

Month and Year

On separate page

Index

Chapter No	Title of the Chapter	Page No.
01		
02		
03		
04		
05		

On separate page

Declaration by learner

We undersigned hereby, declare that work embodied in this Field project work titled _____ forms our own Experience of Field Project carried out under the guidance of [Name of the guiding teacher] We, hereby further declare that all information of this document has been obtained and presented in accordance with academic rules and ethical conduct.

Miss/Mr. _____ [Name of the learner]

Miss/Mr. _____ [Name of the learner]

Miss/Mr. _____ [Name of the learner]

Miss/Mr. _____ [Name of the learner]

Miss/Mr. _____ [Name of the learner]

Name and Signature of the learners

Certified by

Name and signature of the Guiding Teacher

On separate page

Acknowledgment

(Model structure of the acknowledgement)

To list who all have helped me is difficult because they are so numerous and the depth is so enormous.

I would like to acknowledge the following as being idealistic channels and fresh dimensions in the completion of this project.

I thank the **R. P. Gogate college of Arts & Science and R.V. Jogalekar College of Commerce, Ratnagiri (Autonomous) & University of Mumbai** for giving me opportunity to do this project.

I would like to thank my **Principal, Prof. Dr M. R. Sakhalakar Sir**, for providing the necessary facilities required for completion of this project.

I take this opportunity to thank our Coordinator _____, for his moral support and guidance. I would also like to express my sincere gratitude towards my project guide _____ whose guidance and care made the project successful.

I would like to thank my College Library, for having provided various reference books and magazines related to my project.

Lastly, I would like to thank each and every person who directly or indirectly helped me in the completion of the project especially my Parents and Peers who supported me throughout my project.

Name and Signature of the learners

B.Com. Programme
Under Choice Based Credit, Grading and Semester
System Course Structure

(To be implemented from Academic Year 2023-2024)

Semester IV

Course Code	Semester IV	Credits
<i>School Specific Courses (SSC)</i>		
<i>Major</i>		
UCOM401	Financial Accounting and Auditing - IV	04
UCOM402	Commerce - IV	02
UCOM403	Business Economics - IV	02
<i>Minor</i>		
UCOM404	Business Law III	04
<i>Generic / Open Elective</i>		
UCOM405	Advertising II	02
<i>Skill Enhancement Course (SEC)</i>		
UCOM406	Auditing	02
<i>Ability Enhancement Course (AEC) Any 1</i>		
UAAECMAR401	Marathi: Communication Skill-II	02
UAAECHIN402	Hindi: Communication Skill-II	
UAAECSAN403	Sanskrit: Communication Skill-II	
UAAECURD404	Urdu: Communication Skill-II	
<i>Co-Curricular Courses (CC)</i> <i>Community Engagement Project (CEP)</i>		
UGJCCEP401	Community Engagement Project (CEP)	02
	Any one course from the Table 1 given below of CC	02
Total Credits		22

Table 1: Co-curricular Course

Course Code	Semester IV
GJCC401	National Social Service (NSS)
GJCC402	National Cadet Corps (NCC)
GJCC403	Sports & Yoga
GJCC404	Cultural
GJCC405	Career Katta
GJCC406	Life Long Learning
GJCC407	Shodhvedh / Avishkar Projects
GJCC408	Science Association
GJCC409	Film Club
GJCC410	Infotech Courses

**Syllabus of Courses of B.Com. Programme at Semester IV
with Effect from the Academic Year 2024-2025**

School Specific Courses (SSC)

Major Course

1. Financial Accounting and Auditing - IV

Name of the Course	FINANCIAL ACCOUNTING AND AUDITING - IV
Course Code	UCOM401
Class	SYBCOM
Semester	IV
No of Credits	04
Nature	Practical
Type	Major
Employability/ entrepreneurship/ skill development	Students will acquire a solid foundation in company accounts, including the types of companies, formation, shares, debentures, and balance sheet formats, preparing them for roles in financial analysis and reporting. By solving practical problems related to share and debenture issuance and redemption, students will enhance their problem-solving skills, valuable for roles in financial management and accounting. Learning to prepare balance sheets and profit and loss accounts will develop students' abilities in financial reporting and analysis, essential for roles in auditing and financial consulting. Learners will be able to apply their knowledge in accounting fields.

Modules at a Glance

Sr. No.	Modules	No. of Lectures
1	Introduction to Company Accounts	15
2	Redemption of Preference Shares	15
3	Redemption of Debentures	15
4	Ascertainment and Treatment of Profit Prior to Incorporation	15
Total		60

Course Outcomes

The learner will be able to

1. Understanding the provisions of the Companies Act, 2013, related to share and debenture redemption, will equip students with regulatory knowledge crucial for compliance roles in corporate governance.
2. Solve practical problems related to share and debenture issuance and redemption, students will enhance their problem-solving skills, valuable for roles in financial management and accounting.
3. Prepare Balance sheet and profit and loss accounts will develop students' abilities in financial reporting and analysis, essential for roles in auditing and financial consulting.

Sr. No.	Modules
1	Introduction to Company Accounts (15 lectures)
	<ul style="list-style-type: none"> • Introduction of basic terms: Types of companies, nature and formation of companies, Shares, Debentures, Share Capital, Reserves and surplus, types of assets and liabilities, format of Balance Sheet (Only theory) • Issue of shares: Different modes IPO, Private Placements, Preferential Rights, ESO, SWEAT and ESCROW account, Issue of shares at par, premium and discount, Under subscription and Over subscription of shares, forfeiture and reissue of forfeited shares, issue of shares for consideration other than cash. • Issue of Debentures: Types of Debentures, Issue of debentures at par, premium and discount, Issue of Debentures with consideration of Redemption, Issue of debentures for cash receivable in instalments or at a time Issue of debentures for consideration other than cash. <p>Note: Basic practical problems based on issue of shares.</p>
2	Redemption of Preference Shares (15 lectures)
	<ul style="list-style-type: none"> • Provision of the Companies Act for redemption of Preference Shares (as per Companies Act, 2013) • Methods of Redemption of fully paid-up Preference Shares as per Companies Act, 2013: The proceed of a fresh issue of shares, the capitalization of undistributed profits and a combination of both, calculation of minimum fresh issue to provide the fund for redemption <p>Note: Companies governed by Section 133 of the Companies Act, 2013 and comply with the accounting standards prescribed for them. Hence, the balance in security premium account not to be utilised for premium payable on redemption of preference shares.</p> <p>Note: Simple practical problems based on Journal entries and Preparing Balance sheet after redemption.</p>
3	Redemption of Debentures (15 lectures)
	<ul style="list-style-type: none"> • Provision of the Companies Act for redemption of debentures (as per Companies Act, 2013) • Methods of redemption of debentures: By payment in lump sum and by payment in instalments (excluding from by purchase in open market), Conversion method and Sinking Fund method. <p>Note: Simple practical problems based on Journal entries, ledgers.</p>
4	Ascertainment and Treatment of Profit Prior to Incorporation (15 lectures)
	<ul style="list-style-type: none"> • Basis of allocation of expenses and incomes: Time basis, Turnover Basis, Pre-incorporation and Post-incorporation • Classification of expenses: Pre-incorporation and Post-incorporation • Proforma Profit and Loss Account <p>Note: Problems can be asked on preparation of columnar profit and loss Account Preparation of statement of Profit and Loss.</p>

Note: The Law and Standards in force on 1st April immediately preceding the commencement of Academic year will be applicable for ensuing Examinations

Learning Resources Recommended

- Introduction to Accountancy T.S. Grewal S. Chand and Co. (P) Ltd., New Delhi
- Advanced Accounts Shukla and Grewal S. Chand and Co. (P) Ltd., New Delhi
- Advanced accountancy R.L. Gupta and M. Radhaswamy S. Chand and Co. (P) Ltd., New Delhi
- Modern Accountancy Mukerjee and Hanif Tata Mc. Grow Hill and Co. Ltd., Mumbai
- Financial Accountancy Lesile Chand Wichk Pretice Hall of India Adin Bakley (P) Ltd.

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	One Assignment to be conducted in the given semester	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: 02 Hrs.

All Questions are Compulsory Carrying 15 Marks each.

Question No	Particulars	Marks
Q-1	Objective Questions A) Sub Questions to be asked 08 B) Sub Questions to be asked 07 (*Multiple choice / True or False / Match the columns/Fill in the blanks) OR Write Short Notes (Any 03 out of 5)	15 Marks 15 Marks
Q-2	Full Length Practical Question OR	15 Marks
Q-2	Full Length Practical Question	15 Marks
Q-3	Full Length Practical Question OR	15 Marks
Q-3	Full Length Practical Question	15 Marks
Q-4	Full Length Practical Question OR	15 Marks
Q-4	Full Length Practical Question	15 Marks

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

***Syllabus of Courses of B.Com. Programme at Semester IV
with Effect from the Academic Year 2024-2025
School Specific Courses (SSC)***

***Major Course
Commerce –IV***

(Management: Production & Finance)

Name of the Course	COMMERCE – IV (Management: Production & Finance)
Course Code	UCOM402
Class	SYB.Com.
Semester	IV
No of Credits	02
Nature	Theory
Type	Major
Employability/ entrepreneurship/ skill development	Develop skills in production, inventory management, and quality control to pursue a career as a supply chain analyst. Combine knowledge of recent trends in finance with entrepreneurial skills to launch business set ups. Enhance financial analysis skills specific to the Indian financial market to explore opportunities in digital finance & sustainable finance.

Sr. No.	Modules	No. of Lectures
1	Production, Inventory & Quality Management	10
2	Indian Financial Market	10
3	Recent Trends in Finance	10
Total		30

Course Outcomes

The Learner will be able to -

1. Understand production process and inventory management techniques.
2. Apply quality management methodologies to enhance product and service quality.
3. Understand of various Indian financial instruments, market structures, and regulatory frameworks.
4. Update with the recent trends in finance.

Sr. No.	Modules
1	Production, Inventory & Quality Management (10 Lectures)
	<ul style="list-style-type: none"> • Production Management: Objectives, Scope, Importance • Inventory Management: Objectives, Inventory Control- Techniques • Quality Management: Dimensions of Quality, TQM – Importance, Six Sigma Process, ISO 9000 – Certification Procedure
2	Indian Financial Market (10 Lectures)
	<ul style="list-style-type: none"> • Indian Financial Market: Structure, Primary Market, Dematerialization: Process • SEBI: Functions of SEBI, Stock Exchange – Functions • Credit Rating: Advantages, Credit Rating Agencies in India
3	Recent Trends in Finance (10 Lectures)
	<ul style="list-style-type: none"> • Mutual Funds: Advantages and Limitations, Types, Factors responsible for growth of mutual funds • Commodity Market: Derivatives Market, Start-up Ventures –Concept, Sources of Funding • Micro Finance: Importance, Role of Self-Help Groups

Learning Resources Recommended

1. Production and Operations Management –ProfL. C. Jhamb, Event Publishing House.
2. Production Planning & Control- ProfL. C. Jhamb, Event Publishing House
3. Production & Operation Management (Text & Cases)- K. Ashwathappa & G. Sudeshana Reddy, Himalaya Publication.
4. Launching New Ventures: An Entrepreneurial Approach- Kathleen R. Allen, Cengage Learning
5. Essentials of Inventory Management-Max Muller, Amacon Publishes
6. Indian Financial System—Bharathi Pathiak, Pearson Publication
7. Financial Institutions and Markets: Structure Growth& Innovations – L. M. Bhole, Jitendra Mahakad, Tata McGraw Hill.
- 8.The Indian Financial System and Financial Market Operator-Vasant Desai, Himalaya Publishing
9. Indian Financial System – M.Y. Khan, Tata McGraw –Hill
- 10.Production and Operations Management –Anandkumar Sharma, Anmol Publication
11. Mutual Funds in India: Emerging Issues-Nalini Prava Tripathy, Excel Books New Delhi.
12. Startup Stand up: A step by step guide to Growing your Business, Nandini Vaidyanathan, Jaico Publishing House, Mumbai

Evaluation Pattern 30:20**A. Internal Assessment: 20 Marks**

Sr. No.	Particulars	Marks
1	One Class Test / Online Examination to be conducted in the given semester [Duration: 20 Minutes]	10
2	One Assignment to be conducted in the given semester	5
3	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: 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 IV
with Effect from the Academic Year 2024-2025***

School Specific Courses (SSC)

Major Course

Business Economics- IV

Name of the Course	Business Economics- IV
Course Code	UCOM403
Class	SYBCOM
Semester	IV
No of Credits	02
Nature	Theory
Type	Major
Employability/ entrepreneurship/ skill development	The learner will be able to understand the causes and consequences of inflation, its impact on consumption, production and distribution. The learner will be able to relate the supply side Economics along with the

Modules at a Glance

Sr. No.	Modules	No. of Lectures
1	Basics of Inflation	10
2	Post Keynesian Developments in Macro Economics	10
3	Theories of Consumption	10
Total		30

Course Outcomes

The learner will be able to

1. Define basic concepts of inflation, Monetary and Fiscal policy
2. Evaluate Monetary and Fiscal policy and effects of inflation on consumers, businesses, and the overall economy
3. Analyze the determinants of consumption and savings decisions at both individual and aggregate levels.
4. Compare and contrast absolute, relative, Life Cycle and Permanent income hypotheses regarding consumption behavior.

Sr. No.	Modules / Units
1	Basics of Inflation (10 lectures)
	<ul style="list-style-type: none"> • Inflation : Demand Pull Inflation and Cost Push Inflation - Effects of Inflation- Nature of inflation in a developing economy - policy measures to curb inflation- monetary policy and inflation targeting
2	Post Keynesian Developments in Macro Economics (10 lectures)
	<ul style="list-style-type: none"> • The IS -LM model of integration of commodity and money markets • Inflation and unemployment : Philips curve • Stagflation : meaning, causes, and consequences • Supply side economics : Basic propositions and critical appraisal
3	Theories of Consumption (10 lectures)
	<ul style="list-style-type: none"> • Consumption and Savings:, Absolute and Relative Hypothesis, • The Life Cycle Hypothesis • Permanent income hypothesis

Learning Resources Recommended

1. Ahuja H.L.: Modern Economics, 19th edition, 2015, S.Chand & co Pvt Ltd, New Delhi
2. Bhatia H.L.: Public Finance. Vikas Publishing House Pvt. Ltd.
3. David N. Hyman: Public Finance A Contemporary Application of theory of policy, Krishna Offset, Delhi
4. Hoiughton E.W. (1998): Public Finance, Penguin, Baltimore
5. Hajela T.N: Publishes Finance Ane Books Pvt.Ltd
6. Jha, R (1998): Modern Public Economics, Route Ledge, London.
7. Musgrave, R.A and P.B. Musgrave (1976): Public Finance in Theory and Practice, Tata McGraw Hill, Kogakusha, Tokyo
8. Mithani, D.M (1998): Modern Public Finance, Himalaya Publishing House, Mumbai.

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 Marks
02	One Assignment to be conducted in the given semester	5 Marks
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 Marks
	Total	20 Marks

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 IV
with Effect from the Academic Year 2024-2025
School Specific Courses (SSC)
Minor Course
5. Business Law - III***

Name of the Course	Business Law - III
Course Code	UCOM404
Class	SYB.Com.
Semester	IV
No of Credits	04
Nature	Theory
Type	Minor
Employability/ entrepreneurship/ skill development	Learner will appreciate the relevance of business laws to individual business as well as professional life. Learner will also gain knowledge of an important business laws like Sale of Goods Act, Consumer Protection Act, Competition Act and Alternative Dispute Resolution and can apply it in individual, business as well as professional life. Moreover, learner will acquire certain employability skills.

Modules at a Glance

Sr. No.	Modules	No. of Lectures
1	Sale of Goods Act, 1930	15
2	Consumer Protection Act, 2019	15
3	Competition Act, 2002	15
4	Alternative Dispute Resolution	15
Total		60

Course Outcomes

The learner will be able to -

1. Understand the importance of laws to individual, business as well as professional life.
2. Acquire basic knowledge of an important business laws like Sale of Goods Act, Consumer Protection Act, Competition Act and Alternative Dispute Resolution.

Sr. No.	Modules / Units
1	Sale of Goods Act, 1930 (15 lectures)
	<ul style="list-style-type: none"> • Concepts of Sale and Agreement to Sell, Essentials of Contract of Sale, Distinguish between Sale and Agreement to Sell, Distinguish between Sale and Hire Purchase Agreement. • Concepts of Condition and Warranty, Implied Conditions and Warranties, Distinguish between Conditions and Warranties. • Concept of Doctrine of Caveat Emptor, Auction Sale – Legal Provisions. • Unpaid Seller – Concept, Rights of Unpaid Seller.
2	Consumer Protection Act, 2019 (15 lectures)
	<ul style="list-style-type: none"> • Concept of Consumer Protection, Objects and Reasons for Enacting the Act, Rights of Consumer. • Definitions of Consumer, Consumer Dispute, Complaint, Complainant, Defect, Deficiency, Goods, Services, Unfair Trade Practices, Restrictive Trade Practices. • Consumer Dispute Redressal Agencies – District, State and National Level. • Consumer Protection Councils - District, State and National Level.
3	Competition Act, 2002 (15 lectures)
	<ul style="list-style-type: none"> • Competition Act - Objectives, Features and Advantages. • Important Concepts - Abuse of Dominant Position, Anti-competition Agreements, etc. • Provisions Relating to Abuse of Dominant Position and Anti-competition Agreements. • Competition Commission of India – Establishment, Composition, Functions and Powers
4	Alternative Dispute Resolution (15 lectures)
	<ul style="list-style-type: none"> • Introduction and Evolution of Alternative Dispute Resolution in India. • Concept of Alternative Resolution, Nature and Features, Advantages and Disadvantages. • Types – Mediation, Arbitration, Negotiation, Conciliation, Collaborative Law and Other. • Concepts of Arbitration and Conciliation, Lok Adalat Concept and Functioning.

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. Sale of Goods Act. By Dr. Jyoti Rattan. Bharat Law House Pvt Ltd.
5. Law of Sale of Goods. By Avatar Singh. Eastern Book Company.
6. Sale of Goods Act. By Dr. Ashok Kumar Jain. Ascent Publications.
7. Commentary on The Consumer Protection Act, 2019. By Ashok Modak. Whitesmann Publications.

8. Commentaries On The Consumer Protection Act 2019. By Manoj Kumar Gupta. Sweet and Soft.
9. Consumer Protection Act, 2019 (Principles & Practice). By Dr. V. K. Agrawal. Bharat Law House Pvt. Ltd.
10. Competition Act 2002 - Law And Practice. By Vidhi Madaan Chadda. Bloomsbury.
11. Competition Law. By Avtar Singh. EBC.
12. Competition Law In India - Policy, Issues, and Developments. By T. Ramappa. Oxford.
13. Competition Law. By S. C. Tripathi. Central Law Publications.
14. Alternate Dispute Resolution. By Dr. S. R. Myneni. Asia Law House, Hyderabad.
15. Alternate Dispute Resolution System: Global and National Perspective. By Dr. Ashok Kumar. K. K. Publications.
16. Alternative Dispute Resolution Laws. By Madhumita Paul. Notion Press.
17. Alternate Dispute Resolution System. By Dr. S. C. Tripathi. Central Law Publications.

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	One Assignment to be conducted in the given semester	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: 02 Hrs.

All Questions are Compulsory Carrying 15 Marks each.

Question No	Particular	Marks
Q-1	Objective Questions A) Sub Questions to be asked 08 B) Sub Questions to be asked 07 (*Multiple choice / True or False / Match the columns/Fill in the blanks) OR Write Short Notes. (Any 3 out of 4)	15 Marks 15 Marks
Q-2	Answer the following questions (Any Two) A) Full Length Question B) Full Length Question C) Full Length Question	15 Marks
Q-3	Answer the following questions (Any Two) A) Full Length Question B) Full Length Question C) Full Length Question	15 Marks
Q-4	Answer the following questions (Any Two) A) Full Length Question B) Full Length Question C) Full Length Question	15 Marks

Note: Question of 15 Marks will be divided into Three Sub-questions of 7.5 Marks Each.

***Syllabus of Courses of B.Com. Programme at Semester IV
with Effect from the Academic Year 2024-2025
School Specific Courses (SSC)
Generic / Open Elective
Advertising***

Name of the Course	ADVERTISING II
Course Code	UCOM405
Class	SYBCOM
Semester	IV
No of Credits	02
Nature	Theory
Type	Generic / Open Elective
Employability/ entrepreneurship/ skill development	Developing strong market research and analysis skills to enhancing their employability. Well-prepared for roles in advertising agencies as independent consultants. The ability to determine and manage advertising budgets. To making them effective team players in advertising, marketing, and related fields.

Sr. No.	Modules	No. of Lectures
1	Research in Advertising	10
2	Advertising Campaign	10
3	Evaluation of Advertising	10
Total		30

Course Outcomes

The learner will be able to -

1. Understand media research & enable them to conduct effective research in various media channels.
2. Adapt advertising planning campaign concept & acquire the ability to determine advertising budgets.
3. Proficient in evaluating advertising effectiveness through a focus on creativity, endorsements, and the pre-testing and post-testing of advertisements.

Sr. No.	Modules
1	Research in Advertising (10 Lectures)
	<ul style="list-style-type: none"> • Media Research: Concept, Importance, Tool for regulation - ABC and Doordarshan Code • Research and Analysis : Print Media, Broadcasting Media, Outdoor Media, Digital and Social Media Research and Analysis
2	Advertising Campaign and Budget (10 Lectures)
	<ul style="list-style-type: none"> • Advertising Campaign: Concept, Advertising Campaign Planning, Steps, Determining Advertising Objectives - DAGMAR model • Advertising Budget: Factors determining advertising budgets, Methods of setting advertising budgets, Media Objectives - Reach, Frequency and GRPs
3	Creativity and Evaluation of Advertising (10 Lectures)
	<ul style="list-style-type: none"> • Creativity through Endorsements: Endorsers – Types, Celebrity Endorsements – Advantages and Limitations, High Involvement and Low Involvement Products • Evaluation: Advertising copy, Pre-testing and Post-testing of Advertisement, Methods and Objectives

Learning Resources Recommended

1. Advertising and Promotion : An Integrated Marketing Communications Perspective George Belch and Michael Belch, 2015, 10th Edition, McGraw Hill Education
2. Contemporary Advertising, 2017, 15th Edition, William Arens, Michael Weigold and Christian Arens, Hill Higher Education
3. Strategic Brand Management – Kevin Lane Keller, 4th Edition, 2013 – Pearson Education Limited
4. Kleppner’s Advertising Procedure – Ron Lane and Karen King, 18th edition, 2011 – Pearson Education Limited
5. Advertising: Planning and Implementation, 2006 – Raghuvir Singh, Sangeeta Sharma –Prentice Hall
6. Advertising Management, 5th Edition, 2002 – Batra, Myers and Aaker – Pearson Education
7. Advertising Principles and Practice, 2012 - Ruchi Gupta – S.Chand Publishing
8. Brand Equity & Advertising- Advertising’s role in building strong brands, 2013- David A. Aker, Alexander L. Biel, Psychology Press
9. Brand Positioning – Strategies for Competitive Advantage, Subroto Sengupta, 2005, Tata McGraw Hill Publication.
10. The Advertising Association Handbook - J. J. D. Bullmore, M. J. Waterson, 1983 - Holt Rinehart & Winston

Evaluation Pattern 30:20

A. Internal Assessment: 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: 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 IV
with Effect from the Academic Year 2024-2025
School Specific Courses (SSC)
Skill Enhancement Course (SEC)***

Name of the Course	Auditing
Course Code	UCOM406
Class	B.Com
Semester	IV
No of Credits	2
Nature	Practical
Type	Skill Enhancement Course (SEC)
Relevance with Employability/ Entrepreneurship/ Skill development	The "Auditing" subject offers a comprehensive syllabus with a dual focus on employability and entrepreneurship. From an employability perspective, students develop foundational skills in articulating auditing basics and analyzing limitations, fostering critical thinking and ethical decision-making. Practical auditing skills, including test checks, audit sampling, and internal control evaluation, enhance readiness for roles in auditing firms. From an entrepreneurial standpoint, the syllabus addresses risk assessment, financial integrity, internal audit implementation, and resource allocation, crucial for effective entrepreneurial management. Overall, the subject equips students for diverse roles in auditing, financial institutions, and entrepreneurial ventures, providing a well-rounded skill set blending theoretical understanding with practical application.

Modules at a Glance

Sr. No.	Modules	No. of Lectures
1	Introduction to Auditing	10
2	Auditing Techniques and Internal Audit Introduction	10
3	Auditing Techniques: Vouching & Verification	10
Total		30

Course Outcomes

The learner will be able to -

1. Define the objectives of auditing, distinguishing between errors and frauds, and evaluate the inherent limitations of audits, demonstrating a foundational understanding of auditing principles.
2. Apply test checking and audit sampling techniques to assess the risk of fraud and error, analyze internal controls, and implement strategies for reviewing and improving internal controls.
3. Conduct an audit of income and expenditure, including cash sales, purchases, and various financial transactions, and perform audits of assets (e.g., book debts, stocks) and liabilities (e.g., outstanding expenses, contingent liabilities) to ensure accuracy and compliance.

Sr. No.	Modules / Units
1	Introduction to Auditing (10 lectures)
	<ul style="list-style-type: none">• Basics – Financial Statements, Users of Information, Definition of Auditing, Objectives of Auditing, Inherent limitations of Audit, Difference between Accounting and Auditing, Investigation and Auditing.• Errors & Frauds – Definitions, Reasons and Circumstances, Types of Error, Types of frauds, Risk of fraud and Error in Audit, Auditors Duties and Responsibilities in case of fraud.• Principles of Audit, Materiality, True and Fair view
2	Auditing Techniques and Internal Audit Introduction (10 lectures)
	<ul style="list-style-type: none">• Test Check – Test Checking Vs Routing Checking, test Check meaning, features, factors to be considered, when Test Checks can be used, advantages, disadvantages, precautions.• Audit Sampling – Audit Sampling, meaning, purpose, factors in determining sample size – Sampling Risk, Tolerable Error and expected error, methods of selecting Sample Items Evaluation of Sample Results auditors Liability in conducting audit based on Sample• Internal Control – Meaning and purpose, review of internal control, advantages, auditors duties, review of internal control, Inherent Limitations of Internal control, internal control samples for sales and debtors, purchases and creditors, wages and salaries. Internal Checks Vs Internal Control, Internal Checks Vs Test Checks.
3	Auditing Techniques : Vouching & Verification (10 lectures)
	<ul style="list-style-type: none">• Audit of Income: Cash Sales, Sales on Approval, Consignment Sales, Sales Returns Recovery of Bad Debts written off, Rental Receipts, Interest and Dividends Received Royalties Received• Audit of Expenditure: Purchases, Purchase Returns, Salaries and Wages, Rent, Insurance Premium, Telephone expense, Postage and Courier, Advertisement, Interest Expense• Audit of Assets Book Debts / Debtors, Stocks – Auditors General Duties; Patterns, Dies and Loose Tools, Spare Parts, Investment Trade Marks / Copyrights Patents Know-How, Plant and Machinery, Land and Buildings Furniture and Fixtures• Audit of Liabilities: Outstanding Expenses, Bills Payable, Loans, Contingent Liabilities

Learning Resources Recommended

I} Textbooks:

"Auditing and Assurance Services" by Alvin A. Arens, Randal J. Elder, and Mark S. Beasley.

"Principles of Auditing and Other Assurance Services" by Ray Whittington and Kurt Pany.

"Auditing and Assurance" by Board of Studies of ICAI

"Fundamentals of Accounting and Auditing" by ICSI

II} Online Courses:

i) Coursera: "Auditing: An Introduction" by the University of Illinois.

ii) edX: "Auditing and Assurance Services" by the University of British Columbia.

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	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 IV
with Effect from the Academic Year 2024-2025
School Specific Courses (SSC)**

**Ability Enhancement Course
Marathi: Communication Skill-II**

Name of the Course	Marathi: Communication Skill-II (मराठी : संवाद कौशल्ये -II)
Course Code	UAAECMAR401
Class	S.Y. B.Com
Semester	IV
No of Credits	02
Nature	Theory
Type	Ability Enhancement Course (AEC)
Employability/ entrepreneurship/ skill development	मुलाखतकार म्हणून स्थानिक स्तरावर कार्य करू शकतील. पारिभाषिक संज्ञा परिचय होईल, मराठी अनुवादाचे जुजबी काम करू शकतील.

Sr. No.	Modules	No. of Lectures
1	मुलाखत कौशल्य आणि शब्दसंग्रह	15
2	सृजनशील लेखन कौशल्य	15
Total		30

Course Outcomes

CO1 मुलाखत कौशल्य आत्मसात होईल
CO2 पारिभाषिक संज्ञा म्हणजे काय हे समजून घेणे. मराठी-इंग्रजी परिभाषक संज्ञाचा परिचय करून घेणे.
CO3 लेखन कौशल्य ही संकल्पना समजून येईल व थोडेबहुत लेखन करू लागतील.

Sr. No.	Modules
1	मुलाखत कौशल्य आणि शब्दसंग्रह (15 lectures)
	मुलाखत म्हणजे काय मुलाखतीचे प्रकार आणि प्रात्यक्षिक मुलाखत तंत्र आणि मंत्र मराठीतील विविध शब्दसंग्रह व त्याचे अर्थ
2	सृजनशील लेखन कौशल्य (15 lectures)
	पत्र आठवण अनुभव, छोटी कथा लालित्य पूर्ण रीतीने लिहून काढणे

Learning Resources Recommended

संदर्भ पुस्तके –

१. मराठी व्याकरण आणि लेखन- डॉ. विनायक गंधे, मीरा जोशी, निराली प्रकाशन, पुणे
२. व्यावहारिक मराठी, संपादक: कल्याण काळे, द. दि. पुंडे, निराली प्रकाशन पुणे
४. व्यावहारिक मराठी, (य. प्र. कुलकर्णी गौरवग्रंथ) संपादक : स्नेहल तावरे, स्नेहवर्धन प्रकाशन, पुणे
५. संज्ञा – संकल्पना कोश – प्रभा गणोरकर, वसंत आबाजी डहाके
६. वाङ्मयीन संज्ञा –संकल्पना कोश – विजया राजाध्यक्ष, महाराष्ट्र राज्य साहित्य आणि संस्कृती मंडळ , मुंबई

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	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 IV
with Effect from the Academic Year 2024-2025
School Specific Courses (SSC)**

**Ability Enhancement Course
Hindi: Communication Skill-II**

Name of the Course	Hindi: Communication Skill-II हिंदी -संभाषण कौशल :II
Course Code	UAAECHIN402
Class	S.Y. B.Com
Semester	IV
No of Credits	02
Nature	Theory
Type	Ability Enhancement Course (AEC)

Sr. No.	Modules	No. of Lectures
1	व्यावसायिक हिंदी और संभाषण कौशल	15
2	कार्यालयीन हिंदी और संभाषण कौशल	15
Total		30

Course Outcomes

- CO1- विद्यार्थी को संभाषण कला के मूलभूत सिद्धांतों व भाषायी तकनीक का ज्ञान प्राप्त होगा जिससे वह निःसंकोच अपने विचारों को प्रभावी ढंग से प्रकट कर सकेगा।
- CO2- विद्यार्थी संभाषणकला के विभिन्न रूपों से परिचित होगा जिससे वह एंकरिंग-, कमेंट्री, अनाउंसमेंट आदि किसी भी विधा के कार्य में निष्णात होकर विभिन्न क्षेत्रों में रोजगार प्राप्त कर सकेगा।
- CO3- विद्यार्थी संभाषण कला में निष्णात होकर रेडियो, एफरेडियो .एम., दूरदर्शन, टी चैनलों आदि जनसंचार .वी. के विभिन्न उपक्रमों में रोजगार पा सकेगा।
- CO4- राष्ट्रीय एवं अंतर्राष्ट्रीय स्तर पर समूहसंवाद-, वाद रभावी उपस्थिति-विवाद एवं संभाषण में हिंदी भाषा की प-दर्ज होगी ताकि विश्व में अग्रगण्य भाषा के रूप में हिंदी की स्थापना हो सके।

Sr. No.	Modules
1	व्यावसायिक हिंदी और संभाषण कौशल (15 lectures)
	<ul style="list-style-type: none"> • उद्घोषणा)अनाउन्समेंट(• आंखों देखा हाल) कमेन्ट्री(• संचालन) एंकरिंग(• समाचार वाचन • मंचीय वाचन) कविता, कहानी, व्यंग्य आदि(
2	कार्यालयीन हिंदी और संभाषण कौशल (15 lectures)
	<ul style="list-style-type: none"> • कार्यालयीन हिंदी का सामान्य परिचय • लोकप्रशासन में संभाषण कौशल • जनसंबोधन में संभाषण कौशल • सोशल मीडिया में संभाषण कौशल

Learning Resources Recommended

- १ गौरीशंकर रैना -जनसंचार माध्यम .
- २ सुमित मोहन -मीडिया लेखन .
- ३ सुधीर पचौरी -नये जनसंचार माध्यम और हिन्दी ., अंचला नागर,
- ४ वर्तिका नंदा -मीडिया और जनसंवाद .
- ५ विष्णु राजगढ़ियाँ -जनसंचार सिद्धांत और अनुप्रयोग .
- ६ श्याम कश्यप .डॉ -टेलीविजन की कहानी .
- ७ रामशरण जोशी .संपा -मीडिया और बाजारवाद .
- ८ सुमित मोहन - मीडिया लेखन .
- ९ मीडिया मधुकर लेले -भारत में जनसंचार और प्रसारण .
- १० दत्तात्रय मुरुमकर .डॉ -जनसंचार और मीडिया लेखन .
- ११ वैश्विक परिदृश्य में साहित्य ., मीडिया और समाजउमापति दीक्षित .सं -, डॉ अनिल सिंह .
- १२ .प्रिंट मीडिया लेखन.डॉ - हरीश अरोड़ा
- १३ .इलेक्ट्रॉनिक मीडिया लेखनहरीश अरोड़ा .डॉ -

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: 03

Duration: 1 Hour

Question No	Particular	Marks
Q-1	A) Full Length Question OR B) Full Length Question	10 Marks
Q-2	A) Full Length Question OR B) Full Length Question	10 Marks
Q-3	Write Short Notes. (Any 2 out of 4)	10 Marks

**Syllabus of Courses of B.Com. Programme at Semester IV
with Effect from the Academic Year 2024-2025
School Specific Courses (SSC)**

**Ability Enhancement Course
Sanskrit: Communication Skill-II**

Name of the Course	Sanskrit: Communication Skill-II
Course Code	UAAECSAN403
Class	S.Y. B.Com
Semester	IV
No of Credits	02
Nature	Theory
Type	Ability Enhancement Course (AEC)

Sr. No.	Modules	No. of Lectures
1	Spoken Sanskrit	15
2	Introduction to literature related to commerce	15
Total		30

Course Outcomes

CO1 To develop an ability to converse in Sanskrit.

CO2 To introduce the basic idea of the sentence-structure of the Sanskrit language.

CO3 To develop Vocabulary of Sanskrit.

CO4 To introduce the Sanskrit literature related to commerce branch.

CO5 To introduce the Sanskrit literature related to science.

Sr. No.	Modules
1	Spoken Sanskrit (15 lectures)
	<ul style="list-style-type: none"> • Daily routine • Dialogues related to Marketplaces • Dialogues related to workplaces • Dialogues related to cultural activities
2	Introduction to literature related to commerce (15 lectures)
	<ul style="list-style-type: none"> • Selected passages from Kautilieya Arthashastra • Selected passages from Mahabhaarat

Learning Resources Recommended

1. वेम्पटि कुटुम्बशास्त्री, राष्ट्रिय संस्कृत संस्थान, प्रथमादीक्षा (५ पुस्तके सेट), नवी दिल्ली, २००२
2. वेम्पटि कुटुम्बशास्त्री, राष्ट्रिय संस्कृत संस्थान, प्रथमादीक्षा (५ पुस्तके सेट), नवी दिल्ली, २००२
3. सोनी सुरेश, भारताची उज्ज्वल विज्ञान-परम्परा, भारतीय विचार साधना, पुणे, २०११
4. टिळक महाराष्ट्र विद्यापीठ, प्राचीन भारतीय ज्ञान-विज्ञान, पुणे, १९७४
5. वेलणकर श्री. भि., प्राचीन भारतीय भौतिक विज्ञान , मुंबई , १९८५
6. Char D. Prahlada , SamskritaVijnanaVaibhavam , Tirupati, 2004
7. Kangle R.P., KautilyaArthashastra (Marathi Translation),Reprint, Mumbai, 1982
8. Kangle R.P., KautilyaArthashastra (English Translation), Vol. I-III, 2nd edition, Bombay, 1969
9. Hivargaonkar B.R., KautilyaArthasashrta ,3rd Reprint, Pune, 1993.
10. Tipnis G.G., KautilyaArthashastra Pradeep, VaradaPrakashan, Pune,1990
11. MangalaMirasdard, KautilyaArthashastra- EkAdhyayan, SuparnaPrakashan, Pune, 2011
12. KautilyaArthashastra, T.GanapatiShastri, GovtPress,Trivandrum, 1924

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	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 IV
with Effect from the Academic Year 2024-2025
School Specific Courses (SSC)***

***Ability Enhancement Course
Urdu: Communication Skill-II***

Name of the Course	Urdu: Communication Skill-II
Course Code	UAAECURD404
Class	S.Y. B.Com
Semester	IV
No of Credits	02
Nature	Theory
Type	Ability Enhancement Course (AEC)

Sr. No.	Modules	No. of Lectures
1	Khud ko Mutaarif Karana and Project Presentation	10
2	Qawaid Shanasi	10
3	Letters Writing, Essay Writing, Translation and Journalism	10
Total		30

Course Outcomes

- CO1: To enable the learners to know the linguistics background of the language and dialect of Urdu.
- CO2: To develop the report writing, essay writing skills of the students.
- CO3: To develop the sense of meaningful translation.
- CO4: This course will also help the learners to know the important features and differences between literary, nonliterary and in dally usage.
- CO5: To develop basic knowledge of Urdu Grammar among new learners.
- CO6: To understand and enjoy the epigrammatic nature of Urdu Poetry.

Sr. No.	Modules
1	Khud ko Mutaarif Karana and Project Presentation (10 Lectures)
	Introducing Yourself
2	Qawaid Shanasi (10 Lectures)
	Singular Plural, Noun, Verb, Adjective, Idioms etc
3	Letters Writing, Essay Writing, Translation and Journalism (10 Lectures)
	Basic things of Translation and Journalism

Learning Resources Recommended

1. Urdu Qawid by Abdul Haque
2. Urdu Grammar Aur Composition
3. Mazmoon Nawesi by Akhlaque Dehlvi

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: 03

Duration: 1 Hour

Question No	Particular	Marks
Q-1	Answer the following Questions (Any Two) (Module 1) A) Short Note B) Short Note C) Short Note	10 Marks
Q-2	Answer the following Questions (Any Two) (Module 2) A) Short Note B) Short Note C) Short Note	10 Marks
Q-3	Answer the following Questions (Any Two) (Module 3) A) Short Note B) Short Note C) Short Note	10 Marks

***Syllabus of Courses of B.Com. Programme at Semester IV
with Effect from the Academic Year 2024-2025
School Specific Courses (SSC)
Community Engagement Project (CEP)***

Name of the Course	Community Engagement Project (CEP)
Course Code	UGJCCEP401
Class	SYBCOM
Semester	IV
No of Credits	02
Nature	Practical
Type	Community Engagement Project (CEP)
Employability/ entrepreneurship/ skill development	These are the courses requiring learners to participate in field-based learning/projects generally under the supervision of faculty of the external entity. The curricular component of 'community engagement and service' will involve activities that would expose learners to the socio-economic issues in society so that the theoretical learnings can be supplemented by actual life experiences to generate solutions to real-life problems. Thus, the total learner engaged time would be 60 hours for a 2-credit course.

Guidelines Community Engagement Project (CEP)

This course requiring learners to participate in Community Engagement Project learning/projects generally under the supervision of faculty. Learners have to work 60 hours in a semester for Community Engagement Project.

30 hours for classroom activities

- In a semester, Programme planning, preparation for community engagement and service, Data Analysis and Preparation of report etc.

30 hours for out-of-class activities

- Implement the planned community engagement activities according to the programme schedule.

- Engage with community members through events, workshops, meetings, or door-to-door outreach.

- Collect feedback, suggestions, and concerns from community members.

Learners can participate in activities related to National Service Scheme (NCC), National Cadet Corps (NCC), adult education / literacy initiatives and mentoring school learners.

A minimum of 4-6 weeks of summer work, either on college campus in activities related to preservation of environment / biodiversity or community based work in the neighboring community (through NSS unit) or field level work with a recognized NGO or regional case studies programme at Villages may be undertaken as a part of Field projects.

As per UGC guidelines, Regional case study course or Social Entrepreneurship Course, with 2 credits, can be floated an optional mode or as add-on-credit with total duration of 30 hours. At least 50% of the course is to be done compulsorily in the field for all learners.

Course Outcomes Community Engagement Project (CEP)

The Community engagement project learning/ project should attempt to provide opportunities for learners to

1. Expose learners to the socio-economic issues in society so that the theoretical learnings can be supplemented by actual life experiences to generate solutions to real-life problems.

Assessment Pattern 30:20

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Sr. No	Community Engagement Project	Distribution of Marks
1•	Learners should perform activities from the list given below CEP for 60 hours	30
2	Internal Evaluation	
	Viva-Voce Examination	20

- Learners can participate in any one activity from the list given below.
- Learners should engage 60 Hours of work for CEP

Sr. No.	Activities for Field Project and Community Engagement Project
1	Aids Awareness campaign in an urban/ rural area
2	Anty Drug Awareness campaign in an urban/ rural area
3	Organisation of Blood Donation camp
4	Save Girl Child Awareness program in an urban/ rural area
5	Human Trafficking Awareness program
6	Collaborate with Police department as Special <i>Police force / Police Mitra</i>
7	Collaborate with <i>Sarpa Mitra</i> for safety awareness
8	Legal awareness for women
9	Implement a community-based savings and credit scheme to promote Self Help group
10	Cleanliness drive college campus and community
11	Cyber security Awareness program in an urban/ rural area
12	Organisation of Self Defense program in a school
13	Water Conservation Awareness program in an urban/ rural area
14	Health / Fitness Awareness program in an urban/ rural area
15	Organization of Readers Club

16	Establish a community-based Sustainability of Local (Kokan) culture
17	Establish a community-based tourism initiative to promote local attractions.
18	Establish a community market space for local vendors in urban areas.
19	Organize a health and hygiene awareness campaign in an urban slum area.
20	Collaborate with local areas to implement adult literacy program in a rural village.
21	Design and execute a waste management initiative in an urban neighbourhood.
22	Design and execute workshops on sustainable agriculture practices in rural farming communities.
23	Conduct surveys on access to clean water and sanitation facilities in both rural and urban settings.
24	Create educational materials on environmental conservation and distribute them in schools and communities.
25	Partner with local NGOs to support women's empowerment initiatives in rural and urban areas.
26	Organize sports tournaments to promote community cohesion and healthy lifestyles.
27	Conduct workshops on financial literacy and entrepreneurship in rural villages.
28	Collaborate with healthcare professionals to provide management services for free medical camps in underserved areas.
29	Organize street plays, cultural exchange events between rural and urban communities to foster understanding and unity.
30	Create awareness campaigns on gender equality and women's rights in both settings.
31	Establish community libraries or resource centres in underserved areas.
32	Survey of rural areas skills and how you will incorporate it in your college.
33	Conduct workshops on mental health awareness in schools and communities.
34	Implement initiatives to promote sustainable energy practices in rural environment.
35	Collaborate with local artists to beautify public spaces in urban areas through murals and street art.
36	Conduct research projects on urbanization trends and their impact on rural communities.
37	Establish community-driven initiatives for disaster preparedness and response.
38	Facilitate dialogues between community members and local government officials to address pressing issues.

39	Implement initiatives to promote inclusive education for children with disabilities.
40	Organize community clean-up drives in both rural and urban areas.
41	Conduct workshops on conflict resolution and peacebuilding in diverse communities.
42	Establish support groups for vulnerable populations internally displaced persons.
43	Collaborate with local businesses to provide vocational training and job opportunities.
44	Organize intergenerational activities to bridge the gap between youth and elders in communities.
45	Implement initiatives to promote inclusive urban planning and accessibility for persons with disabilities.
46	Conduct surveys on access to healthcare services and health outcomes in underserved communities.
47	Establish community-based savings and loan programs to promote Self Help Groups.
48	Organize cultural festivals celebrating the diversity of rural and urban communities.
49	Conduct workshops on digital literacy and technology skills for community members.
50	Establish community-led initiatives for environmental conservation and biodiversity preservation.
51	Organize campaigns to promote responsible consumption and waste reduction.
52	Implement initiatives to address food insecurity and malnutrition in both settings.
53	Conduct awareness campaigns on human rights and social justice issues.
54	Establish community-based childcare centres to support working parents.
55	Organize job fairs and career counselling sessions in rural areas.
56	Implement initiatives to promote sustainable transportation options in rural areas.
57	Conduct research projects on the impact of globalization on rural livelihoods.
58	Organize workshops on parenting skills and early childhood development.
59	Conduct surveys on housing conditions and access to affordable housing in both settings.
60	Establish community-led initiatives for inclusive recreation and leisure activities for senior citizen like laughter club, experiences sharing.
61	Establish community-based initiatives for urban agriculture projects.

62	Organize capacity-building workshops for community-based environmental organizations.
63	Organize workshops on sustainable business practices for small and medium-sized enterprises.
64	Establish community-led initiatives for waste reduction and recycling.
65	Conduct research on the impact of foreign direct investment on local economies.
66	Implement initiatives to promote access to affordable education for children from low-income families.
67	Conduct surveys on access to social assistance programs for elderly persons.
68	Organize workshops on entrepreneurship skills for youth in rural communities.
69	Establish community-led initiatives for soil conservation and land rehabilitation.
70	Conduct research on the impact of informal lending practices on rural development.
71	Implement initiatives to promote access to affordable healthcare for vulnerable populations.
72	Conduct surveys on access to social services for persons with disabilities.
73	Establish community-based initiatives for disaster risk reduction.
74	Establish community-led initiatives for soil conservation and land rehabilitation.
75	Conduct surveys on access to social services for persons with disabilities.
76	Conduct surveys on access to banking services and financial inclusion in rural communities.
77	Implement initiatives to promote responsible consumption and sustainable living practices.
78	Conduct market research for the development of eco-friendly products in rural communities.
79	Conduct a needs assessment in a rural community to identify priority areas for social development.
80	Organize workshops on agribusiness management for smallholder farmers.
81	Organize workshops on financial planning for retirement and long-term savings.
82	Conduct a feasibility study for the establishment of small-scale industries in rural communities.
83	Conduct surveys on Price for Consumer Price Index (CPI)
84	Any other subjects of your choice and get it approved by the field project or CEP guide

Report Structure:

The students will be required to submit a comprehensive report at the end of the Community Engagement Programme. A group of 4-5 learners should select any one CEP Activity and Make a project report has to be brief in content and must include the following aspects:

1. Title Page:

Mentioning the title of the CEP Activity, name of the student, program, institution, and the period of project.

2. Certificate of Completion:

A certificate issued by the organization or supervisor confirming the successful completion of the CEP Activity.

3. Acknowledgments:

Recognizing individuals or organizations that provided support, guidance, or resources during the CEP Activity.

4. Declaration:

A statement by the student declaring that the report is their original work and acknowledging any assistance or references used.

5. Introduction:

Background information about the CEP Activity and its significance. Objectives and scope of the project.

6. Community Engagement and Observations:

Detailed accounts of the Community Engagement, including locations, dates, and work done during the visits. Photographs or visual aids to support the observations.

7. Execution of CEP for Socio-Economic Problems:

Detailed description of the complex socio-economic problems observed in the field project executive of work for the community.

8. Innovative Solutions:

Presentation of innovative practices proposed to address the identified problems.

Description of the action plans to implement these solutions

Set up a standard of work for Socio Economic Problem

9. Conclusion & Recommendations:

Summary of the key findings and outcomes of the CEP Activity. Reflections on the overall experience and learning during the project. Specific recommendations for policymakers, organizations, or stakeholders to address the identified issues.

10. References & Appendices:

List of all sources include Photographs, CEP Activity report. Additional supporting materials, such as interview transcripts, survey questionnaires, or CEP Activity notes can be attached as appendices.

The bounded project report based on Community Engagement Programme shall be prepared as per the broad guidelines given below:

- Font type: Times New Roman
- Font size: 12-For content, 14-for Title
- Line Space: 1.5-for content and 1-for in table work
- Paper Size: A4
- Margin: in Left-1.5, Up-Down-Right-1

Format

1 st page (Main Page)

Title of the problem of the Community Engagement Programme Project

A Project Submitted

to

R. P. Gogate college of Arts & Science and

R.V. Jogalekar College of Commerce (Autonomous), Ratnagiri

under

University of Mumbai

for partial completion of the degree

of

SYBCOM

Under the Faculty of Commerce

By

(Name of the Learner) (1) SYBCOM DIVISION ()

(Name of the Learner) (2) SYBCOM DIVISION ()

(Name of the Learner) (3) SYBCOM DIVISION ()

(Name of the Learner) (4) SYBCOM DIVISION ()

(Name of the Learner) (5) SYBCOM DIVISION ()

Under the Guidance of

Name of the Guiding Teacher

R. P. Gogate college of Arts & Science and

R.V. Jogalekar College of Commerce (Autonomous), Ratnagiri

N.V. Joshi Road Near District Court Ratnagiri

Month and Year

On separate page

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Chapter No	Title of the Chapter	Page No.
01		
02		
03		
04		
05		

On separate page

Declaration by learner

We undersigned hereby, declare that work embodied in this CEP project work titled _____ forms our own Experience of Community Engagement Programme carried out under the guidance of [Name of the guiding teacher] We, hereby further declare that all information of this document has been obtained and presented in accordance with academic rules and ethical conduct.

Miss/Mr. _____ [Name of the learner]
Miss/Mr. _____ [Name of the learner]
Miss/Mr. _____ [Name of the learner]
Miss/Mr. _____ [Name of the learner]
Miss/Mr. _____ [Name of the learner]

Name and Signature of the learners

Certified by
Name and signature of the Guiding Teacher

On separate page

Acknowledgment

(Model structure of the acknowledgement)

To list who all have helped me is difficult because they are so numerous and the depth is so enormous.

I would like to acknowledge the following as being idealistic channels and fresh dimensions in the completion of this project.

I thank the **R. P. Gogate college of Arts & Science and R.V. Jogalekar College of Commerce (Autonomous), Ratnagiri & University of Mumbai** for giving me opportunity to do this project.

I would like to thank my **Principal, Prof. Dr M. R. Sakhalakar Sir**, for providing the necessary facilities required for completion of this project.

I take this opportunity to thank our Coordinator _____, for his moral support and guidance.

I would also like to express my sincere gratitude towards my project guide _____ whose guidance and care made the project successful.

I would like to thank my College Library, for having provided various reference books and magazines related to my project.

Lastly, I would like to thank each and every person who directly or indirectly helped me in the completion of the project especially my Parents and Peers who supported me throughout my project.

[Name of the learners]

Co-Curricular Courses (CC)

1. National Social Service

Name of the Course	NATIONAL SOCIAL SERVICE (NSS)
Course Code	GJCC301, GJCC401
Class	FIRST YEAR AND SECOND 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>
<p>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)</p> <p>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.)</p>	<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	<i>National Cadet Corps (NCC)</i>
Course Code	GJCC302, GJCC402
Class	FIRST YEAR AND SECOND 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>	02	60
Total	02	60

Co-Curricular Courses (CC)

3. Sports & Yoga

Name of the Course	Sports
Course Code	GJCC303, GJCC403
Class	FIRST YEAR AND SECOND 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	GJCC304, GJCC404
Class	FIRST YEAR AND SECOND 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	GJCC305, GJCC405
Class	FIRST YEAR AND SECOND 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	GJCC306, GJCC406
Class	FIRST YEAR AND SECOND 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	<i>Research Shodhavedh - Avishkar</i>
Course Code	GJCC307, GJCC407
Class	FIRST YEAR AND SECOND 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	GJCC308, GJCC408
Class	FIRST YEAR AND SECOND 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	GJCC309, GJCC409
Class	FIRST YEAR AND SECOND 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	Infotech Courses
Course Code	GJCC310, GJCC410
Class	FIRST YEAR AND SECOND 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

Kadam
Dr. Seema S. Kadam
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