

SACRED HEART COLLEGE (AUTONOMOUS)

Department of Commerce (self finance)

BACHELOR OF COMMERCE

[COMPUTER APPLICATION – S / F]

Course plan

Academic Year 2015 - 16

Semester 1

Course Structure

Course Code	Title Of The Course	No. Hrs./Week	Credits	Total Hrs./Sem
15U1CCENG1	COMMUNICATION SKILLS IN ENGLISH	5	4	90
15U1CCHIN1C/ 15U1CCFRN1C/ 15U1CCMAL1C	PROSE AND APPLIED HINDI / FRENCH FOR BUSINESS COMMUNICATION I /- KADHA, KAVITHA	4	4	72
15U1CRCOM1	BUSINESS STATISTICS	4	3	72
15U1CRCOM2	FINANCIAL ACCOUNTING	4	4	72
15U1CRCOM3	BUSINESS REGULATORY FRAMEWORK	4	3	72
15U1COCOM1	BUSINESS ENVIRONMENT	4	4	72

COURSE PLAN

PROGRAMME	BCom CA (S/F)	SEMESTER	1
COURSE CODE AND TITLE	15U1CCENG1: COMMUNICATION SKILLS IN ENGLISH	CREDIT	4
HOURS/WEEK	5	HOURS/SEM	90

COURSE OBJECTIVES

Understand the mechanics of English language and comprehend the meaning of simple narrations, announcements and instructions.

Make inferences about the implications of statements from stress and tone recognize the various registers of speech.

Listen to formal presentations and prepare lecture notes in the appropriate format.

Use English for a variety of speaking contexts including conversations, presentations, speeches, discussions and negotiations.

Critically evaluate presentations, narrations, speeches and analyse and evaluate their content and respond to them appropriately.

Creatively respond to one's surroundings in the form of drama, poetry, narrations, and songs, and perform them before an audience.

SESSION	TOPIC	Learning Resources	Activity	Remarks
MODULE I				
MODULE – I : Speech Sounds				
1	Introduction to Communication Skills	Course book	Lecture	
2	Phonemic symbols	Audio	Q & A	
3	Vowels	Audio	Q & A	
4	Consonants	Audio	Q & A	
5	Vowels	Audio	Q & A	
6	Consonants	Audio	Q & A	
7	Syllables	Course book	Exercises	
8	Syllables	Audio	Q & A	
9	Syllables	Audio	Q & A	
10	Word stress	Audio	Q & A	
11	Word stress	Course book	Exercises	
12	Word stress	Course book	Exercises	
13	Word stress	Audio	Q & A	

14	Stress in polysyllabic words	Audio	Q & A	
15	Stress in polysyllabic words	Course book	Exercises	
16	Stress in polysyllabic words	Course book	Exercises	
17	Stress in words used as different parts of speech	Audio	Q & A	
18	Stress in words used as different parts of speech	Audio	Q & A	
19	Stress in words used as different parts of speech	Lecture		
MODULE II : Listening				
20	Sentence stress	Course Book	Lecture	
21	Sentence stress	Audio	Q& A	
22	Sentence stress	Audio	Q& A	
23	Sentence stress	Lecture	Exercises	
24	Weak forms and strong forms	Audio	Q & A	
25	Weak forms and strong forms	Audio & Lecture	Exercises	
26	Weak forms and strong forms	Lecture	Exercises	
27	Intonation	Lecture	Exercises	
28	Intonation	Audio	Q & A	
Internal Assessment Test 1				
30	Awareness of different accents	Video	Q & A	
31	Awareness of different accents	Audio/Video	Q & A	
32	Awareness of different accents	Audio/Video	Q & A	
MODULE- III: Speaking				
33	American English	Course Book	Lecture	
34	American English	Audio	Discussion	
35	American English	Audio	Discussion	
36	American English	Audio	Exercises	
37	British and Indian English	Course Book	Discussion	
38	British and Indian English	Audio	Discussion	
39	British and Indian English	Audio	Discussion	
40	British and Indian English	Audio	Discussion	
Unit II: Academic Listening & Note-taking				
41	Influence of the mother tongue	Course Book	Lecture	
42	Influence of the mother tongue	Course book	Exercises	
43	Influence of the mother tongue	Audio	Exercises	
44	Influence of the mother tongue	Audio	Exercises	
45	Active listening	Audio	Exercises	
46	Active listening	Audio	Exercises	
47	Barriers to listening	Audio	Exercises	
48	Barriers to listening	Audio	Exercises	
MODULE III				
Unit 1 – Art of Small Talk				
49	Seminar Presentation	Course book	Lecture	

50	Listening and note taking	Course book	Exercises	
51	Listening and note taking	Audio	Q & A	
52	Listening and note taking	Course book	Q & A	
53	Listening and note taking	Course book	Exercises	
54	Listening to announcements	Audio	Exercises	
55	Listening to announcements	Course book	Exercises	
56	Listening to announcements	Course book	Exercises	
57	Listening to announcements	Course book	Exercises	
Unit II: Transactional Conversation				
59	Listening to news on the radio and television	Course book	Exercises	
60	Listening to news on the radio and television	Course book	Exercises	
61	Listening to news on the radio and television	Course book	Exercises	
62	Word stress and rhythm	Course book	Exercises	
63	Word stress and rhythm	Course book	Exercises	
64	Pauses and sense groups	Course book	Exercises	
65	Pauses and sense groups	Course book	Exercises	
66	Pauses and sense groups	Course book	Exercises	
67	Falling and rising tones	Course book	Exercises	
68	Falling and rising tones	Course book	Exercises	
69	Falling and rising tones	Course book	Exercises	
Unit III: Telephone Conversation				
70	Fluency and pace of delivery	Course book	Lecture	
71	Internal Examination	Course book	Exercises	
72	Art of small talk	Course book	Exercises	
Internal Assessment 2				
MODULE IV				
Unit 1: Presentation				
73	Participating in conversations	Course book	Lecture	
74	Participating in conversations	Discussion	Exercises	
75	Participating in conversations	Course book	Lecture	
76	Making a short formal speech	Course book	Discussion	
77	Participating in conversations	Course book	Discussion	
78	Describing people	Course book	Discussion	
79	Describing people	Course book	Discussion	
80	Place, events and things	Course book	Lecture	
81	Group discussion skills and telephone skills	Course book	Discussion	
82	Reading: theory and Practice -----	Course book	Discussion	
83	Scanning - Surveying a textbook using an index	Course book	Discussion	
84	Reading with a purpose – making predictions	Course book	Discussion	
MODULE – IV: Reading				
85	Understanding text structure	Course book	Lecture	

86	Locating main points – Making inferences	Course book	performance	
87	Reading graphics	Course book	performance	
88	Reading critically	Course book	performance	
89	Reading for research	Course book	performance	
90	Reading for research			

INDIVIDUAL ASSIGNMENTS/SEMINAR – Details & Guidelines

	Date of completion	Topic of Assignment & Nature of assignment (Individual/Group – Written/Presentation – Graded or Non-graded etc.)
1	4/8/2015	Presentations
2	28/8/2015	Role plays

GROUP ASSIGNMENTS/ACTIVITIES – Details & Guidelines

	Date of completion	Topic of Assignment & Nature of assignment (Individual/Group – Written/ Presentation – Graded or Non-graded etc)
1	12/9/2015	Group Discussions
2	20/9/2015	Performances

References

V.Sasikumar, P Kiranmai Dutt and Geetha Rajeevan, . Communication Skills in English. Cambridge University Press and Mahatma Gandhi University.

COURSE PLAN

PROGRAMME	B.COM CA (S / F)	SEMESTER	1
COURSE CODE & TITLE	15U1CCMAL1C Katha, Kavitha	CREDITS	4
HOURS/WEEK	4	HOURS/SEM	72

COURSE OBJECTIVES
കഥാസാഹിത്യവും കവിതാസാഹിത്യവുമായി പരിചയപ്പെടുക
ഭാഷാപഠനം സാഹിത്യാനുഭവത്തിലൂടെ ആവിഷ്കരിക്കുക
വായനാഭിരുചി വർദ്ധിപ്പിക്കുക
സാഹിത്യ പരിചയം ഉണ്ടാക്കുക
വ്യാവഹാരിക തലത്തിൽ മാതൃഭാഷാപ്രയോഗിക്കുവാനുള്ള കഴിവ് നേടുക

Session	Topic	Teaching method	Learning Resources	Remarks
Module I				
1	മലയാളസാഹിത്യം - സാമാന്യാവലോകനം	Lecturing	Text	
2	ചെറുകഥയുടെ ചരിത്രം	Lecturing	ചെറുകഥാ പഠനങ്ങൾ	
3	ചെറുകഥയുടെ ചരിത്രം	Discussion	Text	
4	മരപ്പാവകൾ	Reading	Text	
5	മരപ്പാവകൾ	Demonstrating	Text	
6	മരപ്പാവകൾ	Lecturing	ചെറുകഥാ പഠനങ്ങൾ	
7	പെരുമഴയുടെ പിറേന്ന്	Discussion	Text	
8	പെരുമഴയുടെ പിറേന്ന്	Demonstrating	Text	
9	പെരുമഴയുടെ പിറേന്ന്	Reading	Text	
10	മാണിക്കൻ	Discussion	Text	
11	മാണിക്കൻ	Demonstrating	Text	
12	മാണിക്കൻ	Discussion	Text	
13	ഒരു പാട്ടിന്റെ ദൂരം	Discussion	Text	
14	ഒരു പാട്ടിന്റെ ദൂരം	Reading	ചെറുകഥാ പഠനങ്ങൾ	
15	ഒരു പാട്ടിന്റെ ദൂരം	Demonstrating	Text	
16	കഥകളുടെ സാമാന്യാവലോകനം	Discussion	Text	

Module II				
17	വിപണികൾ പൂക്കുന്നു	Discussion	Text	
18	വിപണികൾ പൂക്കുന്നു	Demonstrating	Text	
19	വിപണികൾ പൂക്കുന്നു	lecturing	Text	
20	വാർത്തയുടെ ഗന്ധം	Discussion	ചെറുകഥാ പഠനങ്ങൾ	
21	വാർത്തയുടെ ഗന്ധം	Discussion	Text	
22	വാർത്തയുടെ ഗന്ധം	lecturing	Text	
23	രാധ രാധ മാത്രം	Discussion	Text	
24	രാധ രാധ മാത്രം	Discussion	ചെറുകഥാ പഠനങ്ങൾ	
25	രാധ രാധ മാത്രം	lecturing	Text	
26	പൂവമ്പഴം	Discussion	Text	
27	പൂവമ്പഴം	lecturing	Text	
28	പൂവമ്പഴം	Discussion	ചെറുകഥാ പഠനങ്ങൾ	
29	കഥകളുടെ സാമാന്യാവലോകനം	Lecturing	Text	
Module III,				
30	മലയാളകവിതയുടെ ചരിത്രം	Lecturing	കവിതാപഠനങ്ങൾ	
31	മലയാളകവിതയുടെ ചരിത്രം	Discussion	Text	
32	മെക്കാളയുടെ മകൾ	Lecturing	Text	
33	മെക്കാളയുടെ മകൾ	Reading	Text	

34	മെക്കാളയുടെ മകൾ	Discussion	കവിതാപഠനങ്ങൾ	
35	മെക്കാളയുടെ മകൾ	Discussion	Text	
36	നാടെവിടെ മക്കളെ	Lecturing	Text	
37	നാടെവിടെ മക്കളെ	Reading	Text	
38	നാടെവിടെ മക്കളെ	Discussion	കവിതാപഠനങ്ങൾ	
39	നാടെവിടെ മക്കളെ	Discussion	Text	
40	റാന്തൽ വെളിച്ചം	Lecturing Discussion	Text	
41	റാന്തൽ വെളിച്ചം	Reading	Text	
42	റാന്തൽ വെളിച്ചം	Discussion	കവിതാപഠനങ്ങൾ	
43	റാന്തൽ വെളിച്ചം	Discussion	Text	
44	അഭിസാരിക	Lecturing	Text	
45	അഭിസാരിക		കവിതാപഠനങ്ങൾ	
46	അഭിസാരിക	Reading	Text	
47	അഭിസാരിക	Discussion	Text	
48	കവിത - സാമാന്യാവലോകനം	Discussion	Text	
Module - IV				
49	മീര പാടുമ്പു	Reading Discussion	Text	
50	മീര പാടുമ്പു	Discussion	കവിതാപഠനങ്ങൾ	

51	മീര പാടുന്നു	Lecturing	കവിതാപഠനങ്ങൾ	
52	മീര പാടുന്നു	Discussion	Text	
53	കോഴി	Lecturing	Text	
54	കോഴി	Reading Discussion	Text	
55	കോഴി	Discussion	കവിതാപഠനങ്ങൾ	
56	കോഴി	Discussion	Text	
57	പട്ടാമ്പിപ്പുഴ മണലിൽ	Lecturing	Text	
58	പട്ടാമ്പിപ്പുഴ മണലിൽ	Discussion	കവിതാപഠനങ്ങൾ	
59	പട്ടാമ്പിപ്പുഴ മണലിൽ	Lecturing Discussion	Text	
60	പട്ടാമ്പിപ്പുഴ മണലിൽ		Text	
61	ഇരുപക്ഷം പെടും ഇന്ദു വല്ല ഞാൻ	Reading	കവിതാപഠനങ്ങൾ	
62	ഇരുപക്ഷം പെടും ഇന്ദു വല്ല ഞാൻ	Discussion	Text	
63	ഇരുപക്ഷം പെടും ഇന്ദു വല്ല ഞാൻ	Discussion	Text	
64	ഇരുപക്ഷം പെടും ഇന്ദു വല്ല ഞാൻ	Lecturing	കവിതാപഠനങ്ങൾ	
65	കവിത-സാമാന്യാവലോകനം	Reading	കവിതാപഠനങ്ങൾ	
66	സെമിനാർ	Presentation	Text	
67	സെമിനാർ	Discussion	Text	

68	സെമിനാർ	Presentation	Text	
69	സെമിനാർ	Discussion	Text	
70	സെമിനാർ	Presentation	Text	
71	സെമിനാർ	Discussion	Text	
72	സെമിനാർ	Presentation	Text	

ASSIGNMENTS

Sl no	Date of submission/completion	Topic of Assignment & Nature of assignment (Individual/Group – Written/Presentation – Graded or Non-graded etc)
1	By October	മലയാളത്തിലെ തെരഞ്ഞെടുത്ത കഥാകൃത്തുക്കളുടെ വിവരണങ്ങൾ
2	By October	പഠിക്കാനുള്ള കവികളുടെ സിലബസിനു പുറത്തുള്ള കവിതകളുടെ ശേഖരണവും

SEMINAR

	Date of submission/completion	Topic of seminar & Nature of seminar (Individual/Group – Written/Presentation – Graded or Non-graded etc)
1	By October	പാഠഭാഗങ്ങളുടെ അവതരണം
2	By October	പാഠഭാഗങ്ങളുടെ അവതരണം

Referance :

1. സമ്പൂർണ്ണ മലയാള സാഹിത്യചരിത്രം - എഡിറ്റർ : പത്മനാഭൻ നായർ
2. മലയാളകവിതാ സാഹിത്യ ചരിത്രം- ഡോ .എം .ലീലാവതി
3. ചെറുകഥ ഇന്നലെ ഇന്ന് ഫ്രോം അച്യുതൻ

COURSE PLAN

PROGRAMME	B.COM CA (S / F)	SEMESTER	1
COURSE CODE AND TITLE	15U1CCHIN1C - ONE ACT PLAYS AND SHORT STORIES (SEM I)	CREDIT	4
HOURS/WEEK	4	HOURS/SEM	72

COURSE OBJECTIVES
Student will be able to recognise the social significance of a literary work in any language.
Identify the socio-cultural aspects of literary works in different periods.
Compare the stylistic approaches in different forms of literature.
Connect the cultural trends to literary forms.
Develop creative thinking capacity through literature.

SESSION	TOPIC	LEARNING RESOURCES	VALUE ADDITIONS	REMARKS
MODULE I				
1	General Introduction about Hindi Literature especially short stories	Lecture/Discussion		
2	Eedgaah	Lecture/Discussion		
3	Eedgaah	Lecture/PPT	Video	
4	Eedgaah	Lecture		
5	Introduction about Hindi Literature especially One Act Plays	Lecture/Discussion		
6	Das Hazaar	Lecture/PPT		
7	Das Hazaar	Lecture		
8	Eedgaah	Interaction	Video	
9	Eedgaah	Lecture		

10	Das Hazaar	Lecture/Discussion		
11	Das Hazaar	Lecture		
12	Eedgaah	Interaction		
13	Eedgaah	Lecture	Video	
14	Revision	Lecture	Discussion	
15	Das Hazaar	Lecture	Presentation by students	
16	Revision	Interaction		
17	Madhua	Interaction		
18	Madhua	Lecture	Seminar	
19	Malav Prem	Lecture/Discussion		
20	Malav Prem	Lecture	Seminar	
21	Madhua	Interaction		
22	Madhua	Lecture/Discussion	Seminar	
23	Malav Prem	Lecture/PPT		
24	CIA – I (1Hour Exam)			
MODULE II				
25	Malav Prem	Lecture		
26	Malav Prem	Lecture		
27	Madhua	Lecture		
28	Madhua	Lecture/Discussion		
29	Malav Prem	Interaction	Presentation by students	
30	Malav Prem	Lecture		
31	Madhua	Lecture		
32	Madhua	Lecture/Discussion		

33	Revision	Lecture	Discussion	
34	Malav Prem	Lecture		
35	Revision	Lecture		
36	Haldi Ghati Mein	Interaction		
37	Haldi Ghati Mein	Lecture		
38	Haldi Ghati Mein	Lecture/Discussion		
39	Das Minute	Lecture/PPT		
40	Das Minute	Lecture		
41	Haldi Ghati Mein	Lecture		
42	Haldi Ghati Mein	Lecture/Discussion	Seminar	
43	Das Minute	Lecture/Discussion	Presentation by students	
44	Das Minute	Lecture		
45	Haldi Ghati Mein	Lecture		
46	Haldi Ghati Mein	Discussion		
47	CIA – II (2 Hours Exam)			
MODULE III				
48	Das Minute	Lecture/PPT		
49	Das Minute	Lecture		
50	Aardra	Lecture		
51	Aardra	Discussion	Seminar	
52	Aardra	Lecture		
53	Bhor Ka Tara	Lecture	Video	
54	Bhor Ka Tara	Lecture		
55	Aardra	Lecture/Discussion		

56	Aardra	Discussion		
57	Bhor Ka Tara	Lecture/PPT	Video	
58	Bhor Ka Tara	Lecture		
59	Bhor Ka Tara	Lecture	Presentation by students	
60	Pita	Lecture		
61	Pita	Lecture/Discussion		
62	Ghar Band	Discussion		
63	Ghar Band	Lecture		
64	Pita	Lecture		
65	Pita	Lecture/Discussion		
66	Pita	Lecture	Seminar	
67	Ghar Band	Lecture/Discussion		
68	Ghar Band	Lecture/Discussion	Presentation by students	
69	Ghar Band	Interaction		
70	Revision		Discussion	
71	Revision			
72	Evaluation of the course			

INDIVIDUAL ASSIGNMENTS/SEMINAR – Details & Guidelines (B.Com. CA)

Sl.No	Date of Completion	Topic of Assignment & Nature of assignment (Individual/Group – Written/Presentation – Graded or Non-graded etc)
1	Assignment (October)	Review of a lesson based on the text book 1 and reference- Writing (Individual)
2	Seminar (October)	Presentation on a given topic based on t the text book 2 and reference – oral (Individual)

GROUP ASSIGNMENTS/ACTIVITES – Details & Guidelines

Sl.No	Date of Completion	Topic of Assignment & Nature of assignment (Individual/Group – Written/Presentation – Graded or Non-graded etc)
1	September	Literary Analysis of One Act Play and its video (Group Discussion)
2	September	Presentation of any scene from One Act Plays (Group Activity)

References

- Dṛshṭi kī khoja. Vishnu Prabhakar. Prakāśana Vibhāga, Rañjana Prakāśana

Web resource references:

- epustakalay.com
- www.hindikunj.com

COURSE PLAN

PROGRAMME	B.COM CA (S / F)	SEMESTER	1
COURSE CODE AND TITLE	15U1CCFRN1A - FRENCH LANGUAGE AND COMMUNICATION SKILLS I	CREDIT	4
HOURS/WEEK	4	HOURS/SEM	72

COURSE OBJECTIVES
Identify the culture, history, mannerisms and traditions of France and Francophone countries to develop intercultural communication.
Use words and expressions in a simple and structured grammatical manner for communication purpose in business and in our daily life.
Co-relate specific features of France including gastronomy, social institutions, politics and present french scenario to one's own country
Analyse an issue of concern including topics related to environment society and health; to enumerate its causes and consequences and suggest solutions.
Communicate effectively in french.

Session	Topic	Method of Teaching	Value Additions and activity	Remarks
	MODULE I			
1	Introducing French Basics	role play, Discussion	french basic communication	
2	French basics -alphabets	chalk n talk, audio	Exercise	
3	french basics	audio ppt, discussion	Exercise	
4	Introduce oneself during a conference	chalk n talk	Exercise	
5	numbers 1-20	role play,audio ppt	Exercise	
6	verbs introduction	chalk n talk	Exercise	
7	conjugation introduction	chalk n talk,ppt audio	audio	
8	Greetings	role play,audio ppt	Know a new culture	
9	Basic useful sentences in French	role play, audio ppt	Exercise	
10	spell in French	role play,audio ppt	presentation	
11	Indefinite articles	chalk n talk,audio ppt	Exercise	

12	pronunciation of vowels	role play,audio ppt	Exercise	
13	French culture	Discussion, audio,ICT	Exercise	
14	Revision			
	MODULE II			
15	introducing a third person	game,audio ppt	Exercise	
16	Asking personal information in french	role play,audio ppt	Exercise	
17	Asking questions to acquaint with others	role play,audio ppt	Interaction	
18	Asking for something	chalk n talk	Exercise	
19	ER verbs,negation	chalk n talk, audio ppt	Exercise	
20	adjectives of nationalities	role play, conversation	Exercise	
21	grammar articles	role play, listening	Ppt	
22	CIA 1			
23	Profession	cross words,chalk n talk	Exercise	
24	interests and tastes	role play,audio	Exercise	
25	speak about the weather	Exercises ,chalk n talk,audio	Q and A	
26	French business sector and mannerisms	roleplay,audio	knowing culture	
27	talk about likings	Discussion, ICT,audio	Exercise	
28	Revision			
	MODULE III			
29	describe a locality	oral, description	Q and A	
30	Express in quantity	role play,chalk n talk	Exercise	
31	telephone conversation	audio,chalk n talk	Q and A	
32	places vocabulary	games,music,audio	Video	
33	Fix an appointment	audio, chalk n talk	daily needed vocabs	
34	sending SMS	chalk n talk,audio ppt	Q and A	
35	Adjectives	role play,audio ppt	Exercise	
36	Prepositions	role play ,audio ppt	Exercise	
37	express cause and consequence	chalk talk/roleplay	Exercise	
38	know how to telephone in France	chalk n talk ,audio ppt	Exercise	
39	Describing your ideal locality	role play/presentation	Exercise	
40	writing a business mail	audio ppt	Exercise	

41	French culture-express preference for city or village	Discussion	knowing culture	
42	CIA REVISION			
43	CIA 2			
44	Corresponding with a friend expressing one's likings	chalk n talk/Role plays	Exercise	
45	speak about a person's character	role play ,GD	know each other	
46	adjectif possessif part 1	chalk n talk,audio ppt	Exercise	
47	adjectif possessif part 2	chalk n talk, audio ppt	Exercise	
48	speak about the surroundings	Discussion	Exercise	
49	introduce and describe someone	role play	Exercise	
50	activities - vocabulary	lecture,audio	Exercise	
51	sports vocabulary	speaking/role play	general knowledge	
52	Vocabulary - relations	chalk n talk,audio ppt	Exercise	
53	famous french personality	discussion/comprehension	Exercise	
54	lexique des liens de parenté	chalk n talk,audio ppt	Exercise	
	Express one's likings	Audio ppt,discussion	Exercise	
55	lexiques des loisirs	Audio ppt,discussion	Video	
56	forme negation	Audio ppt,discussion	Exercise	
57	pronunciation of verbs	Audio ppt,discussion	Exercise	
58	form filling	Audio ppt,discussion	Exercise	
59	french artists	Audio ppt,discussion	GK	
60	french music	Audio ppt,discussion	Video	
61	one's own musical preferences	Audio ppt,discussion		
62	french music and comparison to one's own musical preference	Discussion	knowing the culture	
63	module 1 -revision			
64	module 1 -revision			
65	module 2- revision			
66	module 2-revision			
67	module 2-revision			
68	module 3-revision			
69	module 3-revision			
70	module 3-revision			
71	PYQs discussion			
72	PYQs discussion			

ASSIGNMENTS/SEMINAR – Details & Guidelines

	MODULE	Topic of Assignment & Nature of assignment (Individual/Group – Written/Presentation – Graded or Non-graded etc)
1	1,2,3	preparing a presentation of regions in france and its important features (project)
2	1,2,3	Role plays on various situations Based on daily life (seminar)

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COURSE PLAN

PROGRAMME	BCom CA (S / F)	SEMESTER	1
COURSE CODE AND TITLE	15U1CRCOM1, BUSINESS STATISTICS	CREDIT	3
HOURS/WEEK	4	HOURS/SEM	72

COURSE OBJECTIVES
Explain the features, characteristics, functions and limitations of statistics.
Apply the measures of central tendency in business situations
Differentiate measures of dispersion and compute it
Evaluate the relevance and application of coefficient of variation in business situations
Focus and distinguish the types of index numbers
Evaluate the methods of trend determination and its scope in business

SL. NO	SESSION	TOPIC	LEARNING RESOURCES	VALUE ADDITIONS	REMARKS
MODULE -1					
1	1	Business Statistics- Introduction- Meaning and Definition-history	Lecturing and discussion		
2	2	Inferential statistics and descriptive statistics	Lecturing and discussion		
3	3	Functions of Statistics and Importance of Statistics	Lecturing and discussion		
4	4	Limitations of Statistics and Distrust of Statistics	Lecturing and discussion		
5	5	Statistical Survey-Planning and designing of enquiry	Explaining with examples and execution		
6	6	Statistical units and executing a survey	Lecture		
7	7	Data sources- primary and secondary data	Lecture		

8	8	Method of primary data collection	Explaining with examples and execution		
9	9	Drafting of questionnaire	Explaining with examples and execution		
10	10	Census method and sampling, Law of statistical regularity and Law of inertia of large numbers	Power point presentation		
11	11	Types of sampling –merits and demerits, Theoretical base of sampling	Lecture		
12	12	Probability sampling method- types, importance , merits and demerits of each type	Power point presentation		
13	13	-Do-	Power point presentation		
14	14	Non probability sampling method- types, importance , merits and demerits of each type	Power point presentation		
15	15	Statistical errors, Editing and coding of data-classification of data and types	Lecture		
16	16	Tabulation of data-objectives, types, introduction to statistical series	Lecture		
MODULE -2					
17	17	Measures of Central tendency-concept	Lecture		
18	18	Mean- merits and demerits -	Lecture		
19	19	Solving Problem of mean	Problem solving		
20	20	Solving Problem of mean	Problem solving		
21	21	Median- merits and demerits	Lecture		
22	22	Solving Problem of median	Problem solving		
23	23	Solving Problem of median	Problem solving		
24	24	Mode- merits and demerits	Problem solving		
25	25	Solving Problem of mode	Problem solving		
26	26	Solving Problem of mode	Problem solving		
27	27	Geometric Mean- merits and demerits- Solving Problem	Lecture and Problem solving		

28	28	Harmonic Mean merits and demerits- Solving Problem	Lecture and Problem solving		
		CIA – 1			
MODULE -3					
29	29	Concepts, absolute and relative measures of dispersion	Lecture and Problem solving		
30	30	Range, inter quartile range, quartile deviation	Lecture and Problem solving		
31	31	Mean deviation- concept , merits and demerits	Lecture and Problem solving		
32	32-34	Mean deviation-problem solving	Problem solving		
33	35-37	Standard deviation - concept , merits and demerits	Lecture and Problem solving		
34	38	Lorenz curve, merits demerits, relevance and application in business, coefficient of variation	Lecture and Problem solving		
35	39	Skewness- concept , merits and demerits, problem	Lecture and Problem solving		
36	40-42	Moments and Kurtosis- concept , merits and demerits	Lecture and Problem solving		
MODULE -4					
37	43	Meaning, importance, uses, of index numbers	Lecture		
38	44-45	Price index, quantity index, value based index numbers. Methods of constructing index numbers.	Lecture		
39	46	Laspeyer's index	Lecture and Problem solving		
40	47	Paascher's index	Problem solving		
41	48	Fisher's ideal index	Lecture and Problem solving		
42	49	-Do-	Lecture and Problem solving		
43	50	Test of consistency	Lecture and Problem solving		
44	51	Test of consistency,.	Lecture		
45	52-55	problems of construction in index numbers,	Lecture and Problem solving		
46	56	cost of living index and its uses	Lecture and Problem solving		
	57	CIA - 2			
MODULE -5					
47	58-61	Time series Analysis-Meaning-Definition-	Lecture and Problem solving		
48	62-63	Components of time series-	Lecture and Problem solving	Real life examples	

49	64-65	Methods of determination of trend	Lecture and Problem solving	Discussion	
50	66-67	Methods of moving average-	Lecture and Problem solving		
51	68	-Do-	Lecture and Problem solving		
52	69-70	Methods of least squares-Scope in business.	Lecture and Problem solving		
53	71-72	Revision			

ASSIGNMENTS AND SEMINARS				
Sl No	Module	Topic	Nature of Assignment	Remarks
1	Module -1	Designing a questionnaire and data collection	Activity	
2	Module -2	Additional problems-mean, median, mode, Index Number, Time Series, Measures of Dispersion	Problem Solving	
TEXTBOOKS AND REFERENCES				
1	Elhance D N, Elhance, Veena and Aggarwal B M Fundamentals of Statistics , Kitab Mahal House			
2	Gupta, S.P. & Gupta, Archana, Elementary Statistics, Sultan Chand and Sons, New Delhi.			
3	Gupta, C B and Gupta, Vijay., An Introduction to Statistical Methods, Vikas Publishing			
4	Gupta, S.C., Fundamentals of Statistics, Himalaya Publishing House.			
5	Kothari, C.R., Research Methodology, New Age Publications, New Delhi. 4. Sharma, J. K., Business Statistics, Pearson Education			
6	Richard, Levin & Rubin, David, S., Statistics for Management, Prentice Hall of India, New Delhi.			
7	Spiegel, M.R., Theory and Problems of Statistics, Schaum's Outlines Series, McGraw Hill Publishing Co.			

COURSE PLAN

PROGRAMME	BCom CA (S / F)	SEMESTER	1
COURSE CODE AND TITLE	15U1CRCOM2, FINANCIAL ACCOUNTING	CREDIT	4
HOURS/WEEK	4	HOURS/SEM	72

COURSE OBJECTIVES
Critical Thinking and differentiation of accounting of non- profit organization and profit making organisations
Accounting of non-profit organisation leads to effective citizenship
Royalty of different natural resources and its treatment in the books of Lessee and lessor leads to discussions and understanding in environment related issues
Branch and Consignment Accounting helps in developing global perspective in the era of MNC's

MODULE I					
Sl.No	Session	Topic	Method of Teaching	Value Additions	Remark
1	1-2	Accounting-definition-objectives-function	Discussion	Quiz	
2	3	GAAP	Discussion/PPT	Q and A	
3	4-6	Journal-illustrations	Discussion/Practical problems		
4	7-8	Ledger	Discussion and lecturing		
5	9	Trial balance	discussion		
6	10-11	Trading and profit and loss account	Lecturing/problem solving		
7	12	Balancesheet	Lecturing		
8	13-15	Preparation of final accounts with adjustments	Lecturing/problem solving		
9	16-17	Rectification of entries-classification of errors	Lecturing and discussions/practical problems		
MODULE II					
10	18	Accounting of non trading concern	Lecturing and discussion		

11	19-23	Receipts and payment account	Lecturing/ problem solving		
12	24-25	Income and expenditure account	Lecturing/ problem solving		
13	26-29	Balance sheet	Lecturing/ problem solving		
CIA I					
MODULE III					
14	30	Royalty accounts-introduction- accounting procedure	Lecturing/PPT		
15	31-32	accounting procedures with simple examples	Lecturing/Probl em solving		
16	33-37	Illustrations	Problem solving		
17	39-42	Adjustments in the event of strike and lock out	Problem solving		
18	43-44	copy right royalty-illustrations	Lecturing and problem solving		
MODULE IV					
19	45-46	Branch accounts-objectives- features and types	Lecturing/PPT		
20	47-49	Debtors system-Journal entries	Lecturing /Problem solving		
21	50-52	adjustments of invoice price	Lecturing/ problem solving		
22	53-56	stock and debtors system-journal entries	Lecturing/ problem solving		
23	57-61	incorporation of branch trial balance	Lecturing/ problem solving		
MODULE V					
24	62	Accounting for consignment- meaning-important terms	Lecturing/ppt	Quiz	
25	63-65	Accounting procedures with examples	Lecturing/ problem solving		
26	66-68	Valuation of stock	Lecturing/ problem solving		
27	69-72	Invoice price/ normal and abnormal loss	Lecturing/ problem solving		
ASSIGNMENTS AND SEMINARS					

Sl No	Date of completion	Topic	Nature of Assignment	Remarks
1	30/8/2015	GAAP and Accounting standards	Descriptive	
2	4/9/15	Practical problems	Problem solving	

References

- Jain S P and Narang K L , Advnced Accountancy
- Maheswari S N and Maheswari S K Advanced Accounting
- Dr. S Mshukla and Dr. S P Gupta, Advanced Accounting
- Naseem Ahammed, Financial Accounting
- K G C Nair, Financial Accounting

COURSE PLAN

PROGRAMME	BCom CA (S / F)	SEMESTER	1
COURSE CODE AND TITLE	15U1RCOM3, BUSINESS REGULATORY FRAMEWORK	CREDIT	3
HOURS/WEEK	4	HOURS/SEM	72

COURSE OBJECTIVES
Ability to apply knowledge of Indian Contract Act, Sale of Goods Act, Partnership Act and LLP.
Ability to identify, and solve legal issues in connection with business.
Ability to understand the method and style of legal proceedings for legal
On completion of this course, learners will be able to: appreciate the relevance of business law to individuals and businesses and the role of law in an economic, political and social context.
Identify the fundamental legal principles behind contractual agreements
Acquire problem solving techniques and to be able to present coherent, concise legal argument.

SESSION	TOPIC	LEARNING RESOURCES	VALUE ADDITIONS	REMARKS
MODULE I				
1	Law of Contracts - The Indian Contract Act, 1872	PPT	video	
2	Definition of contract	PPT/Lecture		
3	Law of contracts	PPT/Lecture		
4	- Nature of contract	PPT/Lecture	e-resource	
5	- Classifications	PPT/Lecture		
6	Essential elements of a contract Offer and acceptance	PPT/Lecture		
7	Consideration	Lecture		
8	capacity of parties	Lecture		
9	Minors-persons of unsound mind-persons disqualified by law	Lecture		
10	Free consent	Lecture		
11	legality of object and consideration,	PPT/Lecture		
12	performance of contract	Lecture		
13	discharge of contract,	Lecture		
14	breach of contract	Lecture		
15	, remedies for breach of contract	Lecture		
16	-Quasi contract			
17	Performance	PPT/Lecture		
18	Viva			
19	Viva			

20	Test			
MODULE II				
21	CIA-1			
22	Special Contracts	Lecture		
23	Bailment	Lecture		
24	Pledge Bailment Definition	PPT/Lecture		
25	Viva			
26	Essential elements Rights and duties of bailor	PPT/Lecture		
27	Essential elements Rights and duties of bailee			
28	Test paper			
29	Assignment			
30	Pledge Essentials Rights and duties of Pawner	PPT/Lecture		
31	Pledge Essentials Rights and duties of Pawnee	PPT/Lecture		
32	Revision	PPT/Lecture		
33	Case studies	Lecture	Quiz	
34	Case studies	Lecture	Q & Ans Session	
35	Question paper answering	PPT/Lecture		
MODULE III				
36	Indemnity and Guarantee	PPT/Lecture		
37	Indemnity	PPT/Lecture		
38	Definition	Lecture		
39	Nature of liability of surety	PPT/Lecture		
40	Discharge Surety			
41	Test	PPT/Lecture		
42	Guarantee	PPT/Lecture		
43	Meaning	PPT/Lecture		
44	Definition	PPT/Lecture		
45	Viva	PPT/Lecture		
MODULE IV				
46	Law of agency	PPT/Lecture		
47	Essentials	PPT/Lecture		
48	Kinds of agents	PPT/Lecture		
49	rights of agents	PPT/Lecture		
50	Duties of agents			
51	Rights of principal			
52	Duties of principal	Lecture		
53	creation of agency	PPT/Lecture		
54	Termination of agency	PPT/Lecture		
55	Sub agents	PPT/Lecture		
56	Substituted agents	PPT/Lecture		

57	Relationship			
MODULE V				
CIA – II				
58	Revision			
59	Sale of Goods Act, 1930	Lecture	Group discussion	
60	Formation of contract of sale	Lecture		
61	- Essentials of contract of sale goods and their classifications	PPT/Lecture		
62	Conditions on warranties	PPT/Lecture		
63	Transfer of property in goods	PPT/Lecture		
64	Performance of contract of sale	PPT/Lecture		
65	Unpaid seller	PPT/Lecture		
66	Rights	PPT/Lecture		
67	Revision			
68	Revision			
69	Viva			
70	Viva			
71	Test			
72	Revision			

INDIVIDUAL ASSIGNMENTS/SEMINAR – Details & Guidelines

	Date of completion	Topic of Assignment & Nature of assignment (Individual/Group – Written/Presentation – Graded or Non-graded etc)
1	4/9/2015	Case studies

References

1. Kapoor.N.D : Business Law
2. Chandha.P.R : Business Law
3. Garg and Chawla: Fundamentals of Business Laws
4. Tulsian.P.C : Business Laws
5. B.S.Moshal : Modern Business Law.

COURSE PLAN

PROGRAMME	BCom CA (S / F)	SEMESTER	1
COURSE CODE AND TITLE	15U1COCOM1, BUSINESS ENVIRONMENT	CREDIT	4
HOURS/WEEK	4	HOURS/SEM	72

COURSE OBJECTIVES
Provide an exposure to students about the various business environmental factors
Gain substantial knowledge in the spheres of business, industry and commerce
Familiarize students on the various elements of business environment along with the concepts of business ethics, CSR and corporate governance
Provide a thorough understanding on economic environment vis-à-vis various of business environmental policies
Understand about foreign investments, BRICS and WTO
Equip students on legal environment such as insolvency, bankruptcy code, IPR and consumer protection Act
Create awareness about impact of business on natural environment and to take corrective measures in the modern world

SESSION	TOPIC	LEARNING RESOURCES	VALUE ADDITIONS	REMARKS
MODULE I				
1	Business, industry and commerce	PPT	video	
2	Business environment- meaning, concept,	PPT/Lecture		
3	Business environment- significance and nature	PPT/Lecture		
4	Elements of business environment	PPT/Lecture	e-resource	
5	internal and external	PPT/Lecture		
6	Economic, geographic environment	PPT/Lecture		
7	sociocultural, legal environment	Lecture		
8	political and technological environment	Lecture		
9	Business ethics	Lecture		
10	social responsibility of business – social audit	Lecture		
MODULE II				
11	Economic environment of business	PPT/Lecture		
12	Elements of economic environment –	Lecture		
13	economic system	Lecture		
14	economic reforms	Lecture		
15	Privatization	Lecture		
16	Test paper			
17	Liberalization	PPT/Lecture		
18	Globalization	PPT/Lecture		

19	impact on Indian economy	PPT/Lecture		
20	Government economic policies	Lecture		
21	Monetary policy	Lecture		
22	CIA-1			
23	Fiscal policy	Lecture		
24	EXIM Policy	Lecture		
25	Industrial policy	PPT/Lecture		
26	Viva			
27	Licensing policy	PPT/Lecture		
28	Revision			
29	Test paper			
30	Assignment			
MODULE III				
31	Political and legal environment of business	PPT/Lecture		
32	Competition policy	PPT/Lecture		
33	Law	PPT/Lecture		
34	Foreign exchange management Act (FEMA)	Lecture	Quiz	
35	Foreign exchange management Act (FEMA)	Lecture	Q & Ans Session	
36	Consumer protection Act	PPT/Lecture		
37	Right to Information Act	PPT/Lecture		
38	World Trade Organization (WTO)	PPT/Lecture		
39	Features	PPT/Lecture		
40	WTO Rounds	Lecture		
41	Functions	PPT/Lecture		
42	Test			
43	BRICS	PPT/Lecture		
44	Features	PPT/Lecture		
46	Revision	PPT/Lecture		
47	Viva	PPT/Lecture		
48	Viva	PPT/Lecture		
MODULE IV				
49	Globalization of world economy	PPT/Lecture		
50	Globalization	PPT/Lecture	Video	
51	Meaning	PPT/Lecture		
52	Dimensions	PPT/Lecture		
53	Features			
54	Advantages			
55	Disadvantages	Lecture	Debate	
56	Globalization in Indian business	PPT/Lecture		
57	MNC	PPT/Lecture		
58	FDI	PPT/Lecture		

59	FDI in India	PPT/Lecture		
60	Revision			
61	VIVA			
CIA – II				
62	Revision			
MODULE V				
63	Natural Environment	Lecture	Group discussion	
64	Meaning	Lecture		
65	Significance	PPT/Lecture		
66	Components	PPT/Lecture		
67	Impact on business	PPT/Lecture		
68	Climate change	PPT/Lecture		
69	Green India 2047	PPT/Lecture		
70	Revision	PPT/Lecture		
71	Revision	PPT/Lecture		
72	Revision	PPT/Lecture		

INDIVIDUAL ASSIGNMENTS/SEMINAR – Details & Guidelines

	Date of completion	Topic of Assignment & Nature of assignment (Individual/Group – Written/Presentation – Graded or Non-graded etc)
1	4/9/2015	Impact of LPG in INDIA
2	28/9/2015	Green India 2047

References

1. Business environment by Francis Cherunilam – Himalaya publishing house, Mumbai
2. Indian economy by Ruddar Dutt and K.P.M. sundaram - Himalaya publishing house, Mumbai
3. Business environment by Saleem Shaik – Pearson Education
4. Economic environment of business – Himalya publication.