

SACRED HEART COLLEGE (AUTONOMOUS)

Department of Commerce (self)

BACHELOR OF COMMERCE

[COMPUTER APPLICATION – S / F]

Course plan

Academic Year 2018-19

Semester 2

	Programme Outcome
PO 1	Critical Thinking: Take informed actions after identifying the assumptions that frame our thinking and actions, checking out the degree to which these assumptions are accurate and valid, and looking at our ideas and decisions (intellectual, organizational, and personal) from different perspectives.
PO 2	Effective Communication: Speak, read, write and listen clearly in person and through electronic media in English and in one Indian language, and make meaning of the word by connecting people, ideas, books, media and technology.
PO 3	Effective Citizenship: Demonstrate empathetic social concern and equity centered national development, and the ability to act an informed awareness of issues and participate in civic life through volunteering.
PO 4	Environment and Sustainability: Understand the issues of environmental contexts and sustainable development.
PO5	Ethics: Recognise different value systems including your own, understand the moral dimensions of your decisions, and accept responsibility for them.
PO 6	Global Perspective: Understand the economic, social and ecological connections that link the world's nations and people.

PROGRAMME SPECIFIC OUTCOMES	
PSO 1	Fulfil the manpower requirements in various commerce subjects catering to the needs of trade, industry and commerce.
PSO 2	Imbibe ethical values, the capacity for sustainable team work, professional communication and leadership skill sets.
PSO 3	Practice entrepreneurship and sustain their ventures through environmentally friendly practices.
PSO 4	Assimilate knowledge, skill and attitudes leading to the creation of responsible citizenry.
PSO 5	Understand their prospects of employability or for higher education from a global perspective.
PSO 6	Demonstrate the ability to create websites, automate office activities, computerise accounting process and create databases.

Course Structure

Course Code	Title Of The Course	No. Hrs./Week	Credits	Total Hrs./Sem
15U2CCENG3	CRITICAL THINKING, ACADEMIC WRITING AND PRESENTATION SKILLS	5	4	90
15U2CCHIN2C/ 15U2CCFRN2C/ 15U2CCMAL2C	POETRY, COMMUNICATIVE HINDI AND TRANSLATION /- FRENCH FOR BUSINESS COMMUNICATION II /- GADHYAM RACHANAYUM,PRAYOGAVUM	4	4	72
15U2CRCOM4	QUANTITATIVE TECHNIQUES FOR BUSINESS RESEARCH	4	3	72
15U2CPCOM1	INTERNATIONAL FINANCIAL REPORTING STANDARDS (COMPLEMENTARY)	4	4	72
15U2CRCOM5	CORPORATE REGULATIONS	4	3	72
15U2COCOM2	BUSINESS COMMUNICATION AND MANAGEMENT INFORMATION SYSTEM	4	4	72

COURSE PLAN

PROGRAMME	BCom CA (S/F)	SEMESTER	2
COURSE CODE AND TITLE	15U2CCENG3: CRITICAL THINKING, ACADEMIC WRITING AND PRESENTATION	CREDIT	4
HOURS/WEEK	5	HOURS/SEM	90
FACULTY NAME	Minna Andrews		

	COURSE OUTCOMES	PO	PSO
CO 1	Comprehends fundamental concepts of critical reasoning and develops the capacity to read and respond critically, drawing conclusions, generalizing, differentiating fact from opinion and creating their own arguments.	1,2,5	2,4,5
CO 2	Develops appropriate and impressive writing styles for various contexts	1,2,6	1,2,,4
CO 3	Write and correct structural imperfections and edit what they have written.	1,2,5	1,3
CO 4	Develops capacity for making academic presentations effectively and impressively	1,2,5	2,4
CO 5	Synthesize information from various written sources and present them in the form of summaries.	1,2,6	2,3,4,5
CO6	Write original literary creations in different genres as directed, with/without using prompts.	2,3,4,6	1,3,5

	PO 1	PO 2	PO 3	PO 4	PO 5	PO 6	PSO 1	PSO 2	PSO 3	PSO 4	PSO 5
CO 1	1	3	0	0	1	0	0	3	0	2	3
CO 2	3	3	0	0	0	2	2	3	0	2	0
CO 3	2	3	0	0	1	0	3	0	3	0	0
CO 4	3	2	0	0	1	0	0	3	0	2	0
CO 5	2	2	0	0	0	1	0	3	3	2	2
CO 6	0	3	2	1	0	2	2	0	3	0	2

Weight Indicators: 0 - No Mapping strength, 1 - Low, 2 - Medium, 3 - High

Session s	Topic	Method	Course Outcome	Remarks/R eference
1	Introduction to Critical Thinking	Lecture	CO 1	
2	Reasoning and Arguments	Discussion	CO1	
3	Deductive and Inductive Arguments	Lecture	CO1	
4	Fallacies	Lecture	CO1	
5	Inferential Comprehension	Reading Exercises	CO1	
6	Critical Thinking and Academic Writing	Lecture	CO1	
7	Critical Thinking and Academic Writing	Exercises	CO1	
8	Writing Models	Introductory Lecture	CO2	
9	Writing Letters	General Principles	CO2	
10	Writing a Letter to the Editor	Exercise - 1	CO2	
11	Letter to the Editor	Discussion on the Samples done	CO2	
12	Resume	General Guidelines	CO2	
13	Resume Writing	Writing Exercise	CO2	

14	Resume Writing	Discussion on the samples	CO2	
15	Covering Letter	General Introduction and Writing Exercise	CO2	
16	Covering Letter	Discussion on the samples	CO2	
17	Emails	General Instructions and Writing Exercise	CO2	
18	Emails	Discussion on the Samples	CO2	
19	Interview Skills	Discussion on the general principles	CO2	
20	Group Discussion	Practical sessions and Evaluation	CO2	
21	Accuracy in Academic writing	Lecture	CO3	
22	Articles and Determiners	Lecture and discussion	CO3	
23	Nouns and Pronouns	Lecture	CO3	
24	Subject-verb agreement	Lecture and discussion	CO3	
25	Phrasal verbs	Lecture	CO3	
26	Modals	Lecture	CO3	
27	Tenses	Lecture and demonstration	CO3	
28	Conditional clauses	General Instructions and Writing Exercise	CO3	
29	Relative Pronouns	Lecture and demonstration	CO3	
30	Passive Voices	Lecture and illustration	CO3	
31	Conjunctions	Lecture	CO3	
32	Embedded questions	Demonstration	CO3	
33	Punctuations and Abbreviations	General Instructions and Writing Exercise	CO3	
34	Soft skills for academic presentations	Presentation and lecture	CO4	
35	Effective communication skills	Lecture	CO4	
36	How to structure presentation	Lecture and Demonstration	CO4	

37	Flip Charts, OHP, Power point presentation	Demonstration	CO4	
38	Clarity and brevity in presentation	Lecture	CO4	
39	Interaction and persuasion	Lecture	CO4	
40	Interview skills	Face to face interaction, demonstration	CO4	
41	Group Discussion	Demonstration and Lecture	CO4	
42	Group Discussion	Demonstration and Lecture	CO4	
43	Revision	Discussion and revising the topics	CO4	

Assignment

	Date of completion	Topic of Assignment & Nature of assignment (Individual/Group – Written/Presentation – Graded or Non-graded etc)	Course Outcome
1	By February	Draft a Resume for applying for the career you wish to choose	CO 2

Reference

Marilyn Anderson, Pramod K Nayar and Madhucchandra Sen. Critical Thinking, Academic Writing and Presentation Skills. Pearson Education and Mahatma Gandhi University

COURSE PLAN

Title of the course	ഗദ്യം രചനയും പ്രയോഗവും
Semester in which the course is to be taught	SECOND
No. of credits	4
No. of contact hours	72
Name of the professor	വിഷ്ണു രാജ് പി .

CO No	COURSE OUTCOMES	CL	PSO	PO
1	ഭാഷ ,എഴുത്ത് , രചനാപരിശീലനം ,ഉപന്യാസരചനാതത്വങ്ങൾ ,പാദവാക്യഘടന എന്നീ ശേഷികളെ മനസിലാക്കുക	Un	2,4	1,2 ,3
2	സാഹിത്യനിരൂപണം ,രാഷ്ട്രീയദർശനം ,മാധ്യമ പഠനം എന്നിങ്ങനെ വിവിധങ്ങളായ ഗദ്യവ്യവഹാരങ്ങളുടെ മികച്ച മാതൃകകൾ പരിചയപ്പെടുത്തുക	Cr	2,3, 4	2,3
3	വായനാഭിരുചി വർദ്ധിപ്പിക്കുക	An	4	3,2
4	സാഹിത്യ പരിചയം ഉണ്ടാക്കുക	Ev	4	1,2 ,4
5	വ്യാവഹാരിക തലത്തിൽ മാതൃഭാഷാപ്രയോഗിക്കുവാനുള്ള കഴിവ് നേടുക	Ap	2,3, 4	1,3 ,4, 5

CL* Cognitive Level

R- Remember

U- Understand

A - Apply

An- Analyze

E- Evaluate

Cr- Create

CO - PO/PSO Mapping													
	PO 1	PO 2	PO 3	PO 4	PO 5	PO 6	PSO 1	PSO 2	PSO 3	PSO 4	PSO 5	PSO 6	PSO 7
CO 1	2	1	1	0	0	0	0	2	0	3	0	0	0
CO 2	0	3	2	0	0	0	0	2	3	1	0	0	0
CO 3	0	2	2	0	0	0	0	0	0	3	0	0	0
CO 4	1	1	0	2	0	0	0	0	0	2	0	0	0
CO5	3	0	2	2	2	0	0	2	3	2	0	0	0

Mapping Strength: 0-No Mapping strength, 1- Low, 2-Medium, 3-High

Sessions	Topic	Method	COS
1	Introductory Session	Lecturing	1,2,3,4
2	ഗദ്യരചനകളുടെ സവിശേഷതകൾ പരിചയപ്പെടുത്തുന്നു	Lecturing	2,3,4
3	ഇകോ ഫെമിനിസം	Lecturing	,2,3
4	സ്ത്രീയും,പ്രകൃതിയും -ഗ്രൂപ്പ് ചർച്ച	Group Discussion	,2,3
5	നവോത്ഥാന ആശയങ്ങളെപ്പറ്റി (സമകാലിക പ്രസക്തിയെപ്പറ്റി) സംവാദം നടത്തുന്നു	Debate	2,3,4
6	വൈശാലിസൂത്രം ലേഖനം അവതരിപ്പിക്കുന്നു	Group Discussion/Lecturing	1,2,3,4
7	ഭാഷയുംഐഴുത്തും എന്നപാഠം പഠിപ്പിക്കുന്നു . ഭാഷ ആമുഖം -	Lecturing	,2,3
8	ഭാഷയുടെചരിത്രം ,സർഗാത്മക രചന എന്നീ അധ്യായങ്ങൾ പഠിപ്പിക്കുന്നു .	Lecturing	2,3,4

9	ഭാഷാപ്രയോഗങ്ങൾ എന്ന വിഷയം കുട്ടികളുടെ വ്യത്യസ്തതരത്തിലുള്ള ഉച്ചാരണരീതികളുടെ സഹായത്തോടെ പഠിപ്പിക്കുന്നു	writing/Lecturing	1,2,3,4
10	കമ്പ്യൂട്ടറും ഇ-ലോകവും	Writing/Lecturing	,2,3
11	ബ്ലോഗ്-എഴുത്ത്, വായന, പ്രയോഗം	Class Discussion	,2,3
12	SEMINAR PRESENTATIONS		2,3,4
13	CIA -I	1hr; descriptive answers only	EXM
14	ഇ-കോമേർസ്-വാണിജ്യത്തിൽ എങ്ങനെ കമ്പ്യൂട്ടർ-ചർച്ച	Lecturing	1,2,3,4
15	ഇ.എം .എസ്സിനെക്കുറിച്ച് ആശയങ്ങൾ കുട്ടികളെ കൊണ്ട് പറയിക്കുന്നു. കരുകാരങ്ങൾ പഠിപ്പിക്കുന്നു.	Class Discussion/ Lecturing	,2,3
16	ഇ-ഗവേണൻസ്	Discussion, Lecturing	,2,3
17	കമ്പ്യൂട്ടർ - ആധുനിക സമൂഹത്തിൽ	Debate	3,4
18	തേൻവരിക്കയും പരിസ്ഥിതിയും പാഠം എടുക്കുന്നു.	Lecturing	1,2,3,4
19	ഗദ്യരചനാപരമായ പ്രവർത്തികൾ	writing	2,3,4
20	നിവേദനങ്ങൾ എഴുതിക്കുന്നു. തിരുത്തൽ നടത്തി പുനർ രചന നടത്താൻ ആവശ്യപ്പെടുന്നു	Lecturing / writing	,2,3
21	കത്തിടപാടുകൾ	Lecturing	2,3,4
22	കത്തിടപാടുകൾ/രചനാ പരിശീലനം	Lecturing/ writing	3,4

23	സിനിമയെക്കുറിച്ചുള്ള പഠിപ്പിക്കുന്നു .	ലേഖനം	Independent Reading/ Discussion/ Lecturing	,2,3
24	പുസ്തക പാരായണം		Reading/	2,3,4
25	പാഠഭാഗം ചർച്ച		Class Discussion	,2,3
26	പാഠഭാഗം ചർച്ച		Lecturing	2,3,4
27	നവഭാഷാചിന്തകൾ-ആശയങ്ങൾ ഗ്രൂപ്പ് ചർച്ച		Lecturing	3,4
28	നവഭാഷാചിന്തകൾ - ടെലിവിഷൻ,പത്രം ,വ്യാകരണം,ഗദ്യം ,സിനിമ-ആശയങ്ങൾ ഗ്രൂപ്പ് ചർച്ച		writing//Group Discussion	1,2,3,4
29	ഭാഷ, വ്യാകരണം -ആമുഖം		Lecturing/ Discussion	2,3,4
30	എഴുത്തുംവായനയും		Lecturing	,2,3
31	ഉച്ചാരണതലം, അർത്ഥതലം, ആശയതലം		Lecturing	2,3,4
32	അക്ഷരമാല		writing	,2,3
33	എഴുത്തും ,ഉച്ചാരണവും		Independent Reading/ Discussion	3,4
33	തത്സമം , തത്ഭാവം		Lecturing	1,3,4
34	വിദേശഭാഷാപദങ്ങൾ		Lecturing/ writing	2,3,4
35	പ്രയോഗത്തിന്റെപ്രശ്നങ്ങൾ		Lecturing	1,3,4
36	സന്ധികാര്യം -ഭാഷാസന്ധിപഠനം		Lecturing	2,3,4

37	തെറ്റുംശരിയുംശബ്ദസാമ്യവുംഅർത്ഥവ്യതിയാനവും	Independent Reading/ Discussion	1,3,4
38	വാക്യരചന	Lecturing	2,3,4
39	എഴുത്തിന്പ്രകാരഭേദങ്ങൾ	Lecturing	2,3,4
40	രചനയിലെസൂക്ഷ്മത	Lecturing	1,3,4
41	പൗനഃരൂപ്യം / ശാബ്ദം , ആർഥം	Lecturing/ Discussion	2,3,4
42	സമുച്ചയവികല്പങ്ങൾ	Lecturing	2,3,4
43	ചിഹ്നനം	writing	1,3,4
44	മലയാളം-വാക്യംയുക്തിയും	writing	2,3,4
45	സർഗാത്മകരചന	writing / Discussion	2,3,4
46	ഭാഷയുടെചലനാത്മകത- പ്രസാദം,ഓജസ് ,മാധുര്യം	Independent Reading/ Discussion	2,3,4
47	ഉപന്യാസരചന	writing	1,3,4
48	സംഗ്രഹണം	writing	
49	വിവർത്തനം	writing	1,3,4
50	വിവർത്തനം -പ്രത്യക്ഷ- പരോക്ഷവിവർത്തനങ്ങൾ	Lecturing / writing	
51	വിവർത്തനം-ഇന്ത്യൻഭാഷകളിൽ- മലയാളത്തിൽ	Independent Reading/ Discussion	2,3,4
52	സ്രോതൃഭാഷ - ലക്ഷ്യഭാഷ	Lecturing	2,3,4

53	ശൈലീവിവർത്തനം - സർഗാത്മകകൃതികളുടെവിവർത്തനം	Lecturing	2,3,4
54	ലിപ്യന്തരണം	writing	1,3,4
55	യന്ത്രപരിഭാഷ		2,3,4
56	ഗദ്യസാഹിത്യം -ഒരുആമുഖം	Lecturing	3,4
57	ഇന്ത്യൻജനതയും , ദാരിദ്ര്യവും- ചർച്ച	Debate	3,4
58	എം . ടിവാസുദേവൻനായർ - രചനകൾ	Lecturing	,3,4
59	ഒരുദരിദ്രരാജ്യമായഇന്ത്യയിൽ	Independent Reading/ Discussion	1,3,4
60	ഇന്ത്യൻഭരണഘടനആമുഖചർച്ച		1,3,4
61	അഡ്വ.വി.കെ. സത്യവാൻനായർ- ഇന്ത്യൻഭരണഘടനയുംമതേതരരാഷ്ട്രവും	Lecturing/ Discussion	3,4
62	കെ .പി .അപ്പൻ - നിരൂപകൻഎന്നനിലയിൽ	Lecturing	3,4
63	രാത്രിഎൻ്റെശ്ലോതാവായത്	Lecturing	1,3,4
64	വി .ടിഭട്ടതിരിപ്പാടിനെപരിചയപ്പെടുത്തുന്നു -	Lecturing/ Discussion	3,4
65	മനുഷ്യത്വംഎന്നമതം	Lecturing	3,4
66	REVISION	Lecturing	1,3,4
67	REVISION	Questioning	2,3,4
68	SEMINAR PRESENTATIONS 1	Lecturing/ writing	2,3,4
69	SEMINAR PRESENTATIONS 2		1,3,4
70	CIA II	2hr	EXM
71	Discussion on the CIA II	Class Discussion	1,3,4
72	REVISION	Lecturing	3,4

73	REVISION	questioning	1,3,4
74	Evaluation of the Course		
75	Question Paper Discussion	Class Discussion	1,3,4

ASSIGNMENTS

	Date of submission/completion	Topic of Assignment & Nature of assignment (Individual/Group – Written/Presentation – Graded or Non-graded etc)
1	By January	മലയാളവ്യാകരണവും നവസാങ്കേതികതയും
2	By January	മലയാളനിരൂപണ സാഹിത്യചരിത്രം

Basic Reference

01.എഴുത്തോല - എം .ജി .യൂണിവേഴ്സിറ്റിപ്രസിദ്ധീകരണം

02.നവകം -എം .ജി .യൂണിവേഴ്സിറ്റിപ്രസിദ്ധീകരണം

COURSE PLAN

PROGRAMME	BCom CA (S/F)	SEMESTER	2
COURSE CODE AND TITLE	15U2CCHIN2C -POETRY,TRANSLATIONS AND CORRESPONDENCE (SEM II)	CREDIT	4
HOURS/WEEK	4	HOURS/SEM	72
FACULTY NAME	Dr. MINIPRIYA R, SYAMLAL M.S		

	COURSE OUTCOMES	PO/ PSO	CL
CO 1	Describe the various aspects of Hindi poetry in context of socio-cultural and political condition of that period.	PO1,PO2, PO6, PSO2, PSO 4	R
CO 2	Acquire skills of correspondence, drafting official and scientific documents in the fields of administration, media and business.	PO1, PO2, PO5, PSO 2,PSO 4	U
CO 3	Use Hindi language for effective communication in different fields according to its area of application.	PO1,PO2,PO5,PO6,PSO2, PSO 3	A
CO 4	Understand translation as a linguistic, communicative and cultural activity.	PO1, PO3, PO6, PSO2	U
CO 5	Analyse the meaning, concept and importance of Functional Hindi.	PO1,PO3, PO4, PO5, PO6, PSO2	An

CL* Cognitive Level

R- Remember

U- Understand

A- Apply

An- Analyze

E- Evaluate

Cr- Create

CO - PO/PSO Mapping

	PO 1	PO 2	PO 3	PO 4	PO 5	PO 6	PSO 1	PSO 2	PSO 3	PSO 4
CO 1	2	2				2		2		2
CO 2	2	2			2			2		2
CO 3	2	2			2	1		2	1	
CO 4	2		2			2		2		
CO 5	2		2	2	2	2		2		

Mapping Strength

0- No Mapping strength

1- Low

2- Medium

3- High

SESSION	TOPIC	LEARNING RESOURCES	VALUE ADDITIONS	COURSE OUTCOME
MODULE I				
1	General Information about the history of Hindi poetry.	Lecture/Discussion		CO 1
2	Sandhya Sundari, Introduction of author	Lecture		CO 1
3	Sandhya Sundari	Lecture/Discussion		CO 1
4	General Introduction about Patra Lekhan.	Lecture/PPT		CO 2
5	Sandhya Sundari	Lecture/Discussion		CO 1
6	Patra Lekhan	Lecture/PPT		CO 2
7	Patra Lekhan	Lecture		CO 2
8	Sandhya Sundari	Interaction		CO 1
9	Introduction of Translation	Lecture/PPT		CO 4
10	Paribhashik Shabdavali	Lecture/Discussion		CO 5
11	Revision	Lecture		CO 1
12	Exercise – Translation	Lecture		CO 4
13	Exercise – Translation	Lecture/Discussion		CO 4
14	Paribhashik Shabdavali	Lecture		CO 5
15	Paribhashik Shabdavali	Lecture		CO 5

16	Exercise – Traslation	Lecture/Discussion		CO 4
17	Exercise – Traslation	Interaction		CO 4
18	Paribhashik Shabdavali	Lecture		CO 5
19	Revision	Lecture/Discussion		CO 5
20	Exercise – Traslation	Lecture		CO 4
21	Sandhya Sundari	Interaction	Seminar	CO 1
22	Sandhya Sundari	Discussion	Seminar	CO 1
23	Revision	Interaction		CO 1
24	CIA – I (1Hour Exam)			
MODULE II				
25	Bhagwan Ke Dakiye, Introduction of author	Lecture		CO 1
26	Bhagwan Ke Dakiye	Lecture/Discussion		CO 1
27	Exercise – Traslation	Lecture		CO 4
28	Exercise – Traslation	Lecture/Discussion		CO 4
29	Patra Vyavahar	Interaction		CO 2
30	Patra Vyavahar	Lecture		CO 2
31	Paribhashik Shabdavali	Interaction		CO 5
32	Paribhashik Shabdavali	Lecture/Discussion		CO 5
33	Revision	Interaction		CO 5
34	Bhagwan Ke Dakiye	Lecture		CO 1
35	Bhagwan Ke Dakiye	Lecture/Discussion	Seminar	CO 1
36	Patra Vyavahar	Interaction		CO 2
37	Exercise - Traslation	Lecture		CO 4
38	Exercise - Traslation	Lecture/Discussion		CO 4
39	Bhagwan Ke Dakiye	Lecture/Discussion	Seminar	CO 1

40	Ghotta Sikka, Introduction of author	Lecture		CO 1
41	Ghotta Sikka	Lecture		CO 1
42	Ghotta Sikka	Lecture/Discussion		CO 1
43	Exercise - Traslation	Lecture		CO 4
44	Exercise - Traslation	Lecture/Discussion		CO 4
45	Ghotta Sikka	Lecture/Discussion	Seminar	CO 1
46	Revision	Interaction		CO 4
47	CIA – II (2 Hours Exam)			
MODULE III				
48	Ullanghan, Introduction of author	Lecture/PPT		CO 1
49	Ullanghan	Lecture		CO 1
50	Patra Vyavahar	Lecture		CO 2
51	Patra Vyavahar	Discussion		CO 2
52	Paribhashik Shabdavali	Lecture		CO 5
53	Exercise - Traslation	Lecture		CO 4
54	Exercise - Traslation	Interaction		CO 4
55	Ullanghan	Lecture	Seminar	CO 1
56	Ullanghan	Discussion	Seminar	CO 1
57	Bhook, Introduction of author	Lecture/PPT		CO 1
58	Bhook	Lecture		CO 1
59	Patra Vyavahar	Lecture/PPT		CO 2
60	Patra Vyavahar	Interaction		CO 2
61	Paribhashik Shabdavali	Interaction		CO 5
62	Exercise - Traslation	Discussion		CO 4
63	Exercise - Traslation	Lecture		CO 4
64	Bhook	Lecture		CO 1

65	Bhook	Lecture/Discussion	Seminar	CO 1
66	Paribhashik Shabdavali	Interaction		CO 5
67	Bhook	Discussion	Seminar	CO 2
68	Seminar	Interaction		
69	Revision	Interaction		
70	Revision	Interaction		
71	Seminar	Interaction		
72	Evaluation of the course	Interaction		

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

Sl.No	Date of Completion	Topic of Assignment & Nature of assignment (Individual/Group – Written/Presentation – Graded or Non-graded etc)	Course Outcome
1	Assignment (February)	Review of a lesson based on the text book 2 and reference- Writing (Individual)	CO 4
2	Seminar (February)	Presentation on a given topic based on t the text book 1 and reference – oral (Individual)	CO 1

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)	Course Outcome
1	January	Literary Analysis of Poetry (Group Discussion)	CO 1
2	January	Translation of passages from English to Hindi (Group Activity)	CO 4

References

- **Nayi Sadi Ki Kavita – Ganesh Pandey, Vani Prakashan, New Delhi.**
- **Kavita Ka Sangharsh, Kumarendra Parasnath Singh, Vani Prakashan, New Delhi.**

Web resource references:

- epustakalay.com
- www.hindikunj.com

COURSE PLAN

PROGRAMME	B.COM TAX (S / F)	SEMESTER	2
COURSE CODE AND TITLE	15U2CCFRN2C- FRENCH FOR BUSINESS COMMUNICATION II	CREDIT	4
HOURS/WEEK	4	HOURS/SEM	72
FACULTY NAME	SHOBA LIZA JOHN		

	COURSE OUTCOMES	PO	PSO	CL
CO 1	Identify the culture, history, mannerisms and traditions of France and Francophone countries to develop inter cultural communication.	PO1,PO2, PO6,	PSO2	Un
CO 2	Use words and expressions in a simple and structured grammatical manner for communication purpose in business and in our daily life.	PO1,PO4	PSO3	Ap
CO 3	Co-relate specific features of France including gastronomy, social institutions, politics and present french scenario to one's own country	PO1, PO2	PSO1,PSO4	An
CO 4	Analyse an issue of concern including topics related to environment society and health; to enumerate its causes and consequences and suggest solutions.	PO1, PO2	PSO3	An
CO 5	Communicate effectively in french.	PO1, PO2, PO3,PO5	PSO5	Ap

CL* Cognitive Level

R- Remember

U- Understand

A - Apply

An- Analyze

E- Evaluate

Cr- Create

CO - PO/PSO Mapping											
	PO 1	PO 2	PO 3	PO 4	PO 5	PO 6	PSO 1	PSO 2	PSO 3	PSO 4	PSO 5
CO 1	2	2	0	0	0	3	0	2	0	0	0
CO 2	3	0	0	2	0	0	0	0	3	0	0
CO 3	2	3	0	0	0	0	1	0	0	2	0
CO 4	2	3	0	0	0	0	0	0	2	0	0
CO 5	1	3	1	0	2	0	0	0	0	0	2

0. No mapping strength, 1. Low, 2. Medium, 3. High

Session	Topic	Method of Teaching	Value Additions and activity	CO
	MODULE I			
1	Revision of French Basics	role play, Discussion	french basic communication	1,2,3
2	French basics	chalk n talk, audio	Exercice	1,2,3
3	french basics	audio ppt, discussion	Exercice	1,2,3
4	L' heure officielle/courante	chalk n talk	Exercice	1,2,3
5	Activities with l'heure	role play,audio ppt	Exercice	1,2,3
6	Demonstrative adjectifs	chalk n talk	Exercice	1,2,3
7	Demonstrative adjectifs	chalk n talk,ppt audio	audio	1,2,5
8	Sentence construction with demonstrative adjectifs	role play,audio ppt	Know a new culture	1,2,6
9	Basic useful sentences in French	role play, audio ppt	Exercice	1,2,3
10	Preposition in French	role play,audio ppt	presentation	1,2,
11	Preposition in French	chalk n talk,audio ppt	Exercice	1,2
12	Showing the way	role play,audio ppt	Exercice	1,2
13	French culture- Moving around in France	Discussion, audio,ICT	Exercice	6,7,8
14	Revision			
	MODULE II			
15	Narrate a day	game,audio ppt	Exercice	2,3
16	Talk about one's plans	role play,audio ppt	Exercice	2,3
17	Talk about one's plans	role play,audio ppt	Interaction	2,3

18	French meals		Exercice	
		Reading comprehension		2,3
19	Making an advertisement	chalk n talk, audio ppt	Exercice	2,3
20	Making an Advertisement	role play, conversation	Exercice	2,3
21	French culture	role play, listening	Ppt	2,3
22	CIA 1			2,3
23	Sentence construction	cross words, chalk n talk	Exercice	2,3
24	Intercultural	role play, audio	Exercice	2,3,4
25	intercultural		Q and A	
		exercices ,chalk n talk, audio		1,2,4,5
26	Intercultural		knowing culture	
		roleplay, audio		5,6,7,8
27	Discussion		Exercice	
		Discussion, ICT, audio		5,6,7,8
28	Revision			
		MODULE III		
29	Ordering food	oral, description	Q and A	2,3,
30	Ordering food	role play, chalk n talk	Exercice	2,3
31	Buying things		Q and A	
		audio, chalk n talk		2,3
32	Buying things	games, music, audio	Video	2,3,5
33	Buying things	audio, chalk n talk	daily needed vocabs	
				2,3
34	Describing an apartment		Q and A	
		Role play		2,3
35	Describing an apartment	role play, audio ppt	Exercice	2,3
36	Describing an apartment	role play , audio ppt	Exercice	2,3,4
37	Citing a problem with an order		Exercice	
		chalk n talk/roleplay		2,3
38	Citing a problem with an order		Exercice	
		chalk n talk , audio ppt		2,3
39	Making a reservation	role play/presentation	Exercice	2,3
40	Making a reservation		Exercice	
		audio ppt		1,2,3
41	Making a reservation	Discussion	knowing culture	5,6,7,8

42	CIA REVISION			
43	CIA 2			
44	Revision	chalk n talk/Role plays	Exercise	2,3
45	Revision	role play ,GD	know each other	5,6,7
46	Revision	chalk n talk,audio ppt	Exercise	1,2,3
47	Revision	chalk n talk, audio ppt	Exercise	2,4,5
48	Revision	discussion	Exercise	2,3
49	Revision	role play	Exercise	2,3,4
50	Revision	lecture,audio	Exercise	1,2,5
51	Revision	speaking/role play	general knowledge	1,2,3
52	DELFF	chalk n talk,audio ppt	Exercise	2,5,6
53	DELFF	discussion/comprehension	Exercise	5,6,7,8
54	DELFF	chalk n talk,audio ppt	Exercise	2,3,4
	DELFF	Audio ppt,discussion	Exercise	2,3
55	DELFF	Audio ppt,discussion	Video	2,3
56	DELFF	Audio ppt,discussion	Exercise	2,3
57	DELFF	Audio ppt,discussion	Exercise	2,3
58	DELFF	Audio ppt,discussion	Exercise	2,3
59	DELFF	Audio ppt,discussion	GK	2,3
60	DELFF	Audio ppt,discussion	Video	2,3
61	DELFF	Audio ppt,discussion		
62	DELFF	discussion	knowing the culture	5,6,7,8
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)	Course Outcome
1	1,2,3	preparing a FRENCH DISH (project)	CO 1,2,3
2	1,2,3	Role plays on various situations Based on daily life (seminar)	CO 3,5

TEXT BOOKS AND REFERENCES

OBJECTIF EXPRESS, CHAMPION
LE POINT DU FLE
TV5 MONDE.ORG

COURSE PLAN

PROGRAMME	BCom CA (S/F)	SEMESTER	2
COURSE CODE AND TITLE	15U2CRCOM4, QUANTITATIVE TECHNIQUES FOR BUSINESS RESEARCH	CREDIT	3
HOURS/WEEK	4	HOURS/SEM	72
FACULTY NAME	ATHIRA V T		

	COURSE OUTCOMES	PO/ PSO	CL
CO 1	Understand research, research methodology, types and its importance in business.	PO1, PSO4, PSO5,	R
CO 2	Analyze the steps in research process.	PO1, PO3, PSO1, PSO3, PSO5	An
CO 3	Apply the Diagrammatic and Graphic Presentation of data and its significance. Analyze the hypothesis testing procedure, Parametric and Non parametric test - T-test, Z-test, F-test-Analysis of variance - one way, Chi-square test.	PO3, PO5, PSO1, PSO3, PSO5	A
CO 4	Check the significance of Correlation analysis and its methods (types Correlation-methods- Karl Pearson's Co-efficient of correlation-Spearman's Rank correlation co-efficient)	PO1, PO2, PSO1, PSO2, PSO4	An
CO 5	Evaluate the significance of Regression analysis in business (types Regression-methods)	PO1, PO5, PSO1, PSO3, PSO5	Ev
CO 6	Understand the basic concepts of Probability theory	PSO1, PSO2, PSO3, PSO5, PO2, PO3	U
CO7	Compute Permutation and combination of probability, the Theorems of Probability (Addition theorem & Multiplication theorem.)	PSO1, PO1	A
CO 8	Explain research Report writing, types of report, characteristics of a good report and contents of a report	PO1, PO5, PO6, PSO1, PSO2, PSO3, PSO5	U

CL* Cognitive Level

R-Remember

U- Understand

A- Apply

An- Analyze

E- Evaluate

Cr- Create

CO- PO/PSO Mapping

	PO1	P02	PO3	PO4	PO5	PO6	PSO1	PSO2	PSO3	PSO4	PSO5	PSO6
CO1	2	0	0	0	0	0	0	0	0	2	3	0
C02	2	0	1	0	0	0	3	0	2	0	3	0
C03	0	0	1	0	1	0	2	0	1	0	2	0
C04	2	2	0	0	0	0	2	0	0	1	0	0
C05	2	0	0	0	1	0	0	2	1	0	2	0
C06	0	2	1	0	0	0	3	1	1	0	2	0
CO7	2	0	0	0	0	0	2	0	0	0	0	0
CO8	1	0	0	0	1	2	2	1	1	0	2	0

Mapping Strength

- 0. No mapping strength
- 1- Low
- 2- Medium
- 3- High

SESSION	TOPIC	LEARNING RESOURCES	VALUE ADDITIONS	COURSE OUTCOME
MODULE I				
1	Introduction to Research - Concept of research - Meaning and Definition.	PPT/Lecture	Video/Examples With the research work submitted.	CO1
2	Characteristics and features of research.	PPT/Lecture		CO1
3	Business Research and its application.	PPT/Lecture		CO1
4	Types of research	PPT/Lecture		CO1
5	Pure and Applied research Exploratory and Descriptive,	PPT/Lecture		CO1
6	Empirical and Analytical, Qualitative and Quantitative	PPT/Lecture		CO1
7	Research Process – Steps in Research Process	PPT/Lecture		CO2
8	Different types of data -Primary and Secondary Data	PPT/Lecture		CO2
9	Methods of data Collection	PPT/Lecture		CO2
10	Observation method , case study	PPT/Lecture		CO2
11	Interview schedule and questionnaire	PPT/Lecture	video	CO2
12	Census and Sampling methods	PPT/Lecture		CO2
13	Probability sampling – types, merits & demerits	PPT/Lecture		CO2
14	Non-probability sampling-types, merits & demerits	PPT/Lecture		CO2
15	Classification and Tabulation of Data	PPT/Lecture		CO2
MODULE II				
16	Introduction to Diagrammatic and Graphic Presentation of data	PPT/Lecture	video	CO3
17	Significance of diagrams and graphs	PPT/Lecture		CO3
18	Types of diagrams and importance	PPT/Lecture		CO3
19	Bar diagrams such as simple, sub-divided, multiple and percentage	PPT/Lecture		CO3
20	Pie diagram	PPT/Lecture		CO3
21	Graphs of frequency distributions	PPT/Lecture		CO3
22	Histogram	PPT/Lecture		CO3
23	frequency polygon	PPT/Lecture		CO3
24	Less than Ogive	PPT/Lecture		CO3
25	More than Ogive	PPT/Lecture		CO3
26	Limitations of Diagrams	PPT/Lecture	video	CO3
27	Limitations of Graphs	PPT/Lecture		CO3
28	Revision			

CIA-1				
MODULE III				
29	Correlation - Concept- meaning and definition	PPT/Lecture		CO4
30	Importance of correlation	PPT/Lecture		CO4
31	Correlation and its application	PPT/Lecture		CO4
32	Different Types of Correlation	PPT/Lecture	Quiz	CO4
33	Problem Solving	PPT/Lecture	Q & Ans Session	CO4
34	Different methods of Correlation	PPT/Lecture		CO4
35	Karl Pearson's Co-efficient of correlation	PPT/Lecture		CO4
36	Problem Solving	PPT/Lecture		CO4
37	Spearman's Rank correlation co-efficient	PPT/Lecture		CO4
38	Problem Solving	PPT/Lecture		CO4
39	Probable error	PPT/Lecture		CO4
40	Problem Solving	PPT/Lecture		CO4
41	Regression analysis – Concepts - meaning and definition-its uses	PPT/Lecture		CO5
42	Different types of regression	PPT/Lecture		CO5
43	Lines of Regression- Regression Equation under Algebraic method	PPT/Lecture		CO5
44	Standard error.	PPT/Lecture		CO5
MODULE IV				
45	Probability-Meaning-Definition-	PPT/Lecture	Finding the Real Research Problem	CO6
46	Problem solving	PPT/Lecture		CO6
47	Basic terms-concepts of probability	PPT/Lecture		CO6
48	Problem solving	PPT/Lecture		CO6
49	Approaches to assigning probability	PPT/Lecture		CO6
50	Problem solving	PPT/Lecture		CO6
51	Permutation- problems	PPT/Lecture		CO6
52	Problem solving	PPT/Lecture		CO6
53	Combination-problems	PPT/Lecture	Real life examples	CO6
54	Problem solving	PPT/Lecture		CO6
55	Problem solving	PPT/Lecture		CO6
56	Theorems of Probability Addition Theorem- problems	PPT/Lecture		CO6
57	Problem solving	PPT/Lecture		CO6
58	Multiplication theorem-problems	PPT/Lecture		CO6
59	Problem solving	PPT/Lecture		CO6
CIA – II				

MODULE V				
60	Report writing-Qualities of good report	PPT/Lecture	Format of Reports of leading corporates.	CO7
61	Integral part of report-	PPT/Lecture	Group discussion	CO7
62	Characteristics of a good report	PPT/Lecture		CO7
63	Contents of a report-Bibliography	PPT/Lecture		CO7
64	Revision			CO7
65	Report writing-Qualities of good report	PPT/Lecture		CO7
66	Integral part of report	PPT/Lecture		CO7
67	Characteristics of a good report	PPT/Lecture		CO7
68	Report writing-Qualities of good report	PPT/Lecture		CO7
69	Integral part of report-	PPT/Lecture		CO7
70	Characteristics of a good report	PPT/Lecture		CO7
71	Contents of a report-Bibliography	PPT/Lecture		CO7
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)	Course Outcome
1	10/1/2019	Collect a published report of a survey conducted by a magazine/ news paper	CO 7
2	24/1/2019	Assignment on sampling technique	CO 2

GROUP ASSIGNMENTS/ACTIVITIES – Details & Guidelines

	Date of completion	Topic of Assignment & Nature of assignment (Individual/Group – Written/Presentation – Graded or Non-graded etc)	Course Outcome
1	5/2/2019	Conducting a Seminar on Statistics in Real Life and talk with resource persons.	CO 1

2	26/2/2019	Motivating students <ul style="list-style-type: none"> • to present paper in seminars and conferences by conducting research(for top learners) or/ • students have to present a study in the class which they have conducted using research methodology.(for medium and slow learners) 	CO1
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References

- S. P. Gupta (2012),” *Statistical Methods*” Sultan Chand & Sons
- S.C. Gupta (2016),”*Fundamentals of Statistics*”, Himalaya Publishing House, New Delhi.
- S. Gupta(2002),”*Research Methodology and Statistical Techniques*”, Laurier Books, Limited.
- Hang Lee(2016),”*Foundations of Applied Statistical Methods*”, Springer; Softcover reprint of the original 1st ed. 2014 edition
- D N Elhance(2010),”*Fundamentals Of Statistics*”, Kitab Mahal Distributors-New Delhi
- Kothari. C.R(2014),” , *Research methodology*”, New Age International Publishers Ltd.- New Delhi.
- Dr. S.M. Shukla and Dr. S.P. Sahai(2010),” *Statistical Methods*”, Sahitya Bhawan Publications.

Web resource references:

- <https://www.ncbi.nlm.nih.gov/pmc/articles/PMC6583801/>
- https://www.mindtools.com/pages/article/Charts_and_Diagrams.htm
- <https://statisticsbyjim.com/basics/correlations/>
- <https://www.investopedia.com/articles/financial-theory/09/regression-analysis-basics-business.asp>
- <https://www.english-at-home.com/business/report-writing/>
- <https://www.khanacademy.org/math/statistics-probability/probability-library/basic-theoretical-probability/a/probability-the-basics>

COURSE PLAN

COURSE-4

PROGRAMME	BCom CA (S/F)	SEMESTER	2
COURSE CODE AND TITLE	15U2CPCOM1, INTERNATIONAL FINANCIAL REPORTING STANDARDS (COMPLEMENTARY)	CREDIT	4
HOURS/WEEK	4	HOURS/SEM	72
FACULTY NAME	JOHNSON JOHN		

COURSE OUTCOMES

	COURSE OUTCOMES	PO/ PSO	CL
CO 1	After the successful completion of the course the students are expected to understand various accounting Standards	PO3,PO6 PSO4	U
CO 2	Understanding the procedure for First time adoption of IFRS by Companies	PO3,PO5,PO6 PSO4,PSO5,PSO3	A
CO 3	Familiarise the students with the difference between IFRS and other standards	PO6,PO1 PSO4,PSO5	U
CO 4	Create an idea about IASB, Conceptual Framework and need for international accounting standards in the Globalised era	PO3,PO6 PSO4,PSO5	An
CO 5	Understanding Convergence and conversion to IFRS and recognition, Measurement, presentation, disclosure of even	PO2 PSO5	U
CO6	The position of IFRS in India and also the presentation and reporting of Financial Statements as per IFRS	PO2,PO6 PSO4,PSO5,PSO2	A

CL* Cognitive Level

R- Remember

U- Understand

A- Apply

An- Analyze

E- Evaluate

Cr- Create

CO - PO/PSO Mapping

	PO 1	PO 2	PO 3	PO 4	PO 5	PO 6	PSO 1	PSO 2	PSO 3	PSO 4	PSO5	PSO6
CO 1			3			3				3		
CO 2			3		2	1			2	3	2	
CO 3	1					3				3	2	
CO 4			3			1					3	
CO 5		3									3	
CO6		3				1		2		3	3	

Mapping Strength

- 0. No Mapping strength
- 1- Low
- 2- Medium
- 3- High

SESSION	TOPIC	LEARNING RESOURCES	VALUE ADDITIONS	COURSE OUTCOME
MODULE I				
1	IASB regulatory and conceptual framework	PPT	video	CO 1
2	Impact of globalisation	PPT/Lecture		CO 1
3	Role and structure of IASB	PPT/Lecture		CO 1
4	Comparison between IFRS, Indian GAAP and US GAAP-	PPT/Lecture	e-resource	CO 1
5	Scope and application of IASs/IFRSs	PPT/Lecture		CO 1
6	IFRSs progress towards global harmonization	PPT/Lecture		CO 1
7	Benefits and barriers of IASs and IASB	Lecture		CO 1
8	IFRS implementation in the emerging markets	Lecture		CO 1
9	Advantages and disadvantages of IASB	Lecture		CO 1
10	Conceptual framework	Lecture		CO 1
11	Accruals basis and going concern	PPT/Lecture		CO 1
12	Qualitative characteristics of financial statements	PPT/Lecture		CO 1
13	Elements of financial statements	PPT/Lecture		CO 1
14	Revision			
MODULE II				
15	First Time Adoption of IFRS	PPT/Lecture		CO 2
16	presentation of financial statements	Lecture		CO 2
17	Adoption process of IFRS with special reference to India	Lecture		CO 2
18	Industry need and requirements for IFRS professionals in India	Lecture		CO 2

19	The components of financial statements	Lecture		CO 2
20	Disclosing of items	PPT/Lecture		CO 2
21	Preparation of Statement of financial position	PPT/Lecture		CO 2
22	Current and non-current assets	PPT/Lecture		CO 2
23	Income statement- Ind AS.	PPT/Lecture		CO 2
24	REVISION	Lecture	QUIZ	CO 2
25	PRACTICAL PROBLEMS	Lecture		CO 2
CIA-1				
MODULE III				
26	Inventory-Recognize the cost of inventories	PPT/Lecture		CO 3
27	NRV-IASB requirements for valuing inventories and Methods of valuation-Revenue Recognition	PPT/Lecture		CO 3
28	Illustrations	Lecture		CO 3
29	Illustrations	Lecture	Quiz	CO 3
30	Illustrations	Lecture	Q & Ans Session	CO 4
31	Illustrations	Lecture		CO 4
32	Construction contracts-Contract Revenue and Contract Cost	PPT/Lecture		CO 4
33	Determine the stage of completion of construction contract	PPT/Lecture		CO 4
34	Measurement of outcome of the construction contract	PPT/Lecture		CO 4
35	Recognition of expected losses in construction contract	Lecture		CO 4
36	Extracts for construction contract in statement of comprehensive income and statement of financial position.	PPT/Lecture		CO 4
37	Practical Problems	Lecture		CO 4
38	Practical Problems	Lecture		CO 4
39	Practical Problems	Lecture		CO 4
40	Practical Problems	Lecture		CO 4
41	Practical Problems	Lecture		CO 4
42	Practical Problems	Lecture		CO 4
MODULE 1V				
43	Property, Plant and equipment	Lecture		CO 4
44	Cost model and revaluation model	PPT/Lecture	Video	CO 4
45	Practical Problems	PPT/Lecture		CO 4
46	Government Grant	PPT/Lecture		CO 4
47	Accounting treatment of government grants through capital approach and income approach			

48	Illustrations			
49	Impairment of Asset	Lecture	Debate	CO 5
50	Identification, recognition and measurement criteria	PPT/Lecture		CO 5
51	Illustrations	PPT/Lecture		CO 5
52	Borrowing Cost-Recognition Criteria	PPT/Lecture		CO 5
53	Illustrations	PPT/Lecture		CO 5
54	Commencement and cessation of capitalization	PPT/Lecture		CO 5
55	Intangible Assets	PPT/Lecture		CO 5
56	incorporation of branch trial balance	PPT/Lecture		
57	Expected economic benefits in future	PPT/Lecture		
58	Internally generated goodwill-Useful life and amortization.	PPT/Lecture		
MODULE V				
59	Leasing	Lecture	Demo video	CO 5
60	Accounting procedures with simple examples	Lecture		CO 5
61	Accounting for operating leases and finance leases	Lecture	Group discussion	CO 5
62	Accounting treatment of lessors and their disclosures	Lecture		CO 5
63	Comparison of profit and loss and cash flow	PPT/Lecture		CO 5
64	Practical Problems	PPT/Lecture		CO 5
65	Practical Problems	PPT/Lecture		CO 5
66	Practical Problems			
67	Statement of Cash Flows	PPT/Lecture		CO 5
68	Practical Problems			
69	Benefits and drawbacks of statement of cash flow	PPT/Lecture		CO5
70	Practical Problems			
71	Practical Problems			
72	Revision			
CIA II				

INDIVIDUAL ASSIGNMENTS/SEMINAR – Details & Guidelines

	Date of completion	Topic of Assignment & Nature of assignment (Individual/Group – Written/Presentation – Graded or Non-graded etc)	Course Outcome
1	10/1/2019	Assignment on GAAP and Accounting standards	CO 1
2	28/1/2019	Practical problems	CO 4

GROUP ASSIGNMENTS/ACTIVITES – Details & Guidelines

	Date of completion	Topic of Assignment & Nature of assignment (Individual/Group – Written/Presentation – Graded or Non-graded etc)	Course Outcome
1	10/2/2019	PREPARATION OF FINANCIAL STATEMENT OF ANY COMPANIES AND ANALYSIS OF FINANCIAL STATEMENTS	CO 5

References

- C.A KAMAL GARG - Practical Guide to IFRS & Ind-AS
- MUKESH SARAF - Ind AS & IFRS Converged Ind- AS
- ABBAS ALI MIRZA, GRAHAM J. HOLT- Practical Implementation Guide and Workbook for IFRS
- IFA-BPP LEARNING -IFRS for Accounting Professionals
- KAPLAN PUBLISHING - IFRS Study Guide

Web resource references:

- https://www.google.com/search?q=ifrs&rlz=1C1CHBF_enIN706IN706&oq=IFRS&aqs=chrome.0.0i433i457j0i433l5j0j69i61.2220j0j7&sourceid=chrome&ie=UTF-8

COURSE PLAN

COURSE-5

PROGRAMME	BCom CA (S/F)	SEMESTER	2
COURSE CODE AND TITLE	15U2CRCOM5, CORPORATE REGULATIONS	CREDIT	3
HOURS/WEEK	4	HOURS/SEM	72
FACULTY NAME	K T PETER		

COURSE OUTCOMES

	COURSE OUTCOMES	PO/ PSO	CL
CO 1	Know about the concept of company and shares	PO1 , PO5, PSO4	U
CO 2	Know about the application of company law in India.	PO1, PO5, PO6, PSO4, PSO5	A
CO 3	Understand the use of the memorandum of association and article of association in a company, they also learn from this course.	PO6, PO5, PSO1	U
CO 4	Use of various documents and forms in a company.	PO1, PO2, PO5, PSO4	An
CO 5	Understand the relationship between company and its stakeholders	PO4, PO5, PO6, PSO1, PSO4	U
CO 6	Identify the legal compliances of the Company.	PO1, PO5, PSO4	A

CL* Cognitive Level

R- Remember

U- Understand

A- Apply

An- Analyze

E- Evaluate

Cr- Create

CO - PO/PSO Mapping

	PO 1	PO 2	PO 3	PO 4	PO 5	PO 6	PSO 1	PSO 2	PSO 3	PSO 4	PSO5
CO 1	2	0	0	0	3	0	0	0	0	3	0
CO 2	2	0	0	0	2	2	0	0	0	3	3
CO 3	0	0	0	0	3	2	3	0	0	0	0
CO 4	3	3	0	0	3	0	0	0	0	3	0
CO 5	0	0	0	2	3	3	3	0	0	3	0
CO 6	3	0	0	0	3	0	0	0	0	3	0

Mapping Strength

- 0. No Mapping strength
- 1- Low
- 2- Medium
- 3- High

SESSION	TOPIC	LEARNING RESOURCES	VALUE ADDITIONS	COURSE OUTCOME
MODULE I				
1	Introduction – Definitions- of a company	PPT	video	CO 1
2	Characteristics of a company	PPT/Lecture		CO 1
3	lifting of corporate veil	PPT/Lecture		CO 1
4	types of companies including one person company,	PPT/Lecture	e-resource	CO 1
5	small company and producer company	PPT/Lecture		CO 1
6	association not for profit-illegal association	PPT/Lecture		CO 1
7	Formation of company	Lecture	e-resource	CO 1
8	promoters, their legal position,	Lecture		CO 1
9	pre-incorporation contract- stages	Lecture		CO 1
10	-Do-	Lecture		CO 1
11	documents to be filed and provisional contracts;	PPT/Lecture		CO 1
12	-Do-	PPT/Lecture		CO 1
13	online registration of a company.	PPT/Lecture		CO 1
14	Revision			
15	Revision			
MODULE II				
16	Documents –Memorandum of association,	PPT/Lecture		CO 2
17	articles of association	Lecture		CO 2
18	Doctrine of Ultravires	Lecture		CO 2
19	doctrine of constructive notice and indoor management	Lecture		CO 2

20	prospectus-Importance-	Lecture		CO 2
21	Contents-shelf	PPT/Lecture		CO 2
22	red herring prospectus	PPT/Lecture		CO 2
23	misstatement in prospectus	PPT/Lecture		CO 2
24	GDR-book building-issue	PPT/Lecture		CO 2
25	GDR-book building-issue	Lecture		CO 2
26	forfeiture of share,	Lecture		CO 2
27	transmission of shares,	Lecture		CO 2
28	buyback and provisions regarding buyback-issue of bonus shares.	Lecture		CO 2
29	Revision	Lecture		CO 2
30	CIA-1			
MODULE III				
31	Management- Directors	PPT/Lecture		CO 3
32	women directors	PPT/Lecture		CO 3
33	independent director	PPT/Lecture		CO 3
34	small shareholder's director- disqualifications	Lecture		CO 3
35	director identity number (DIN)- appointment-	Lecture		CO 3
36	legal positions, powers and duties-removal of directors	PPT/Lecture		CO 3
37	-Do-	PPT/Lecture		CO 3
38	key managerial personnel	PPT/Lecture		CO 3
39	managing director	PPT/Lecture		CO 3
40	manager-company secretary	Lecture		CO 3
41	company meetings- prerequisites	PPT/Lecture		CO 3
42	general meeting and board meeting	PPT/Lecture		CO 3
43	-Do-	PPT/Lecture		CO 3
44	convening and conduct of meetings	PPT/Lecture		CO 3
45	-Do-	PPT/Lecture		CO 3
46	postal ballot	PPT/Lecture		CO 3
47	meeting through video conferencing	PPT/Lecture		CO 3
48	e-voting.	PPT/Lecture		CO 3
49	Revision	PPT/Lecture		CO 3
50	Revision			
MODULE-IV				
51	Miscellaneous Provisions- Books of accounts	Lecture	Debate	CO 4
52	registers-online filing of documents	PPT/Lecture		CO 4
53	dividend provisions	PPT/Lecture		CO 4
54	auditor's appointment	PPT/Lecture		CO 4
55	rotation of auditors	PPT/Lecture		CO 4
56	auditor's report	PPT/Lecture		CO 4
57	NFRA and Registered Valuers	PPT/Lecture		CO 4
58	-Do-	PPT/Lecture		CO 4

59	secretarial audit	PPT/Lecture		CO 4
60	concept and modes of winding up-	PPT/Lecture		CO 4
61	-Do-	PPT/Lecture		CO 4
62	national company law tribunal (NCLT)- special courts.	PPT/Lecture		CO 4
63	-Do-	PPT/Lecture		CO 4
64	Revision			
65	Revision			
MODULE-V				
66	Depositories Act 1996—Definitions	Lecture		CO 5
67	rights and obligations of depositories-	Lecture		CO 5
68	NSDL and CDSL –	Lecture		CO 5
69	Depository participants- issuers and beneficial owners-	Lecture		CO 5
70	CIA-II			
71	inquiry and inspections, penalty	Lecture		CO 5
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)	Course Outcome
1	3/1/2019	Company meetings- Importance	CO 3
2	27/1/2019	Issue of Shares	CO 2

GROUP ASSIGNMENTS/ACTIVITES – Details & Guidelines

	Date of completion	Topic of Assignment & Nature of assignment (Individual/Group – Written/Presentation – Graded or Non-graded etc)	Course Outcome
1	2/2/2019	NSDL and CDSL	CO 5

References

- Hicks, Andrew & Goo S H, Cases and Material on Company Law, Oxford University Press, UK
- Kershaw, David, Company Law in Context, Oxford University Press, UK
- Gowar, LCB, Principles of Modern Company Law, Stevens & Sons, London.
- Hanningan, Brenda, Company Law, Oxford University Press, UK
- Sharma. J. P, An Easy Approach to Corporate Laws, Ane Books Pvt Ltd, New Delhi.
- Ramaiya.A Guide to Companies Act, Wadhwa and Company Nagpur
- Kannal.S., & V.S. Sowrirajan, Company Law Procedure, Taxman’s Allied Services (P) Ltd., New Delhi
- Companies Act and Corporate Laws, Bharat Law House Pvt Ltd, New Delhi **Web**

COURSE PLAN

COURSE-6

PROGRAMME	BACHELOR OF COMPUTER APPLICATIONS	SEMESTER	2
COURSE CODE AND TITLE	15U2COCOM2 BUSINESS COMMUNICATION & MANGEMENT INFORMATION SYSTEM	CREDIT	4
HOURS/WEEK	4	HOURS/SEM	72
FACULTY NAME	ARYA SURESH		

	COURSE OUTCOMES	PO/ PSO	CL
CO 1	Analyse the methods of communication	PO1,PO2, PO6, PSO2, PSO3	An
CO 2	Practice to write formal and informal letters	PO1, PSO2, PSO3	A
CO 3	Practice to write business letters	PO1, PO2, PSO1	A
CO 4	Understanding the role and importance of information technology in communication	PO1, PO2, PSO1, PSO2,PSO4	U
CO 5	Understanding the working of management information system in business organisations	PO1, PO2, PO3, PO4, PO5, PSO2, PSO3	U

CL* Cognitive Level

R- Remember

U- Understand

A - Apply

An- Analyze

E- Evaluate

Cr- Create

Mapping of Cos with Pos and PSOs

	PO1	PO2	PO3	PO4	PO5	PO6	PSO1	PSO2	PSO3	PSO4	PSO5	PSO6
CO1	1	1				2		1	1			
CO2	3							2	1			
CO3	3	1					3					
CO4	3	3					3	1		1		
CO5	1	1	1	1	1			1	1			

Mapping strength

0- No mapping strength

1- Low

2- Medium

3- High

SESSION	TOPIC	LEARNING RESOURCES	VALUE ADDITIONS	COURSE OUTCOME
MODULE I				
1	Communication – Need	PPT	video	CO 1
2	Process	PPT/Lecture		CO 1
3	Types	PPT/Lecture	Video	CO 1
4	Oral Communication	PPT/Lecture	e-resource	CO 1
5	Written communication	PPT/Lecture		CO 1
6	Verbal communication	PPT/Lecture		CO 1
7	Nonverbal communication	Lecture		CO 1
8	Internal communication	Lecture		CO 1
9	External communication	Lecture		CO 1
10	Methods of non-verbal communication	Lecture		CO 1
11	Body Language –Kinesics	PPT/Lecture		CO 1
12	Proxemics – Para Language	PPT/Lecture		CO 1
13	Channels	PPT/Lecture		CO 1
14	Barriers	PPT/Lecture		
15	Principles of Effective Communication	PPT/Lecture		
MODULE II				
16	Job Application Letters	PPT/Lecture		CO 2
17	Resume	Lecture		CO 2
18	CV	Lecture		CO 2
19	Types of Reference and Recommendation Letters	Lecture		CO 2
20	Reference and Recommendation Letters	Lecture		CO 2
21	Reference and Recommendation Letters	PPT/Lecture		CO 2
22	Reference and Recommendation Letters	PPT/Lecture		CO 2
23	Reference and Recommendation Letters	PPT/Lecture		CO 2
24	Types of employment letter	PPT/Lecture		CO 2
25	Types of employment letter	Lecture		CO 2
26	Types of employment letter	Lecture		CO 2
27	Types of employment letter	Lecture		CO 2
28	Soft Skills	Lecture		CO 2
29	Revision			
30	I CIA			
MODULE III				
31	Business Letters	PPT/Lecture		CO 3
32	Parts and Layout of Business Letters	PPT/Lecture		CO 3
33	Business Enquiry Letters	PPT/Lecture		CO 3
34	Business Enquiry Letters	Lecture	Quiz	CO 3
35	Business Enquiry Letters	Lecture		CO 4
36	Offers and Quotation	PPT/Lecture		CO 4
37	Orders and Execution	PPT/Lecture		CO 4

38	Grievances and Redressals	PPT/Lecture		CO 4
39	Sales Letters	PPT/Lecture		CO 4
40	Sales Letters	Lecture		CO 4
41	Follow up Letters	PPT/Lecture		CO 4
42	Circular Letters	PPT/Lecture		CO 4
43	Status Enquiry	PPT/Lecture		CO 4
44	Collection Letters	PPT/Lecture		CO 4
45	Collection Letters	PPT/Lecture		CO 4
46	Collection Letters	PPT/Lecture		CO 4
47	Collection Letters	PPT/Lecture		CO 4
48	Preparation of Partnership Deed	PPT/Lecture		CO 4
49	Power of Attorney (PPT/Lecture		CO 4
50	Revision			
MODULE IV				
51	Impact of IT on Communication	PPT/Lecture		
52	Role of Computers	PPT/Lecture		
53	Internet	Lecture	Debate	CO 5
54	Email	PPT/Lecture		CO 5
55	Telephone	PPT/Lecture		CO 5
55	Voice Mail	PPT/Lecture		CO 5
56	SMS	PPT/Lecture		CO 5
57	Video Conferencing	PPT/Lecture		CO 5
58	Teleconferencing	PPT/Lecture		CO 5
59	IVRS	Lecture		CO 5
60	New modes of communication	Lecture		CO 5
MODULE V				
61	Introduction to Management Information System	Lecture		CO 5
62	Definition	PPT/Lecture		CO 5
63	Need	PPT/Lecture		CO 5
64	Benefits	PPT/Lecture		CO 5
65	Functions	PPT/Lecture		CO 5
66	Structure	PPT/Lecture		CO 5
67	Objectives	PPT/Lecture		CO 5
68	Characteristics	PPT/Lecture		CO 5
69	Role of MIS	PPT/Lecture		CO 5
70	Relationship between Decision Making and MIS	PPT/Lecture		CO 5
71	Revision			
72	Previous Question paper discussion			

INDIVIDUAL ASSIGNMENTS/SEMINAR – Details & Guidelines

	Date of completion	Topic of Assignment & Nature of assignment (Individual/Group – Written/Presentation – Graded or Non-graded etc)	Course Outcome
1	4/1/2019	CV and Resume preparation	CO 2
2	28/1/2019	Preparation of offers and quotation	CO 4

GROUP ASSIGNMENTS/ACTIVITES – Details & Guidelines

	Date of completion	Topic of Assignment & Nature of assignment (Individual/Group – Written/Presentation – Graded or Non-graded etc)	Course Outcome
1	2/2/2019	Preparation of partnership deed	CO 4

References

1. R. C. Bhatia- Business Communication
2. Salini Agarwal -Essential Communication Skill
3. P. N. Reddy & Apopannia -Essentials of Business Communication
4. R. C. Sharma & Krishna Mohan -Business Communication & Report Writing
5. M. C. Leod -Management Information System
6. Jerome Reuter -Management Information System
7. Annie Philips -Communication and the Manager's Job

Web resource references:

- <https://en.wikipedia.org/wiki/communication> business