

SACRED HEART COLLEGE (AUTONOMOUS)

Department of Commerce

BACHELOR OF COMMERCE

FINANCE AND TAXATION

Course plan

Academic Year 2018-19

Semester 1

Programme Outcome

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.

BACHELOR OF COMMERCE (FINANCE AND TAXATION)

PROGRAM SPECIFIC OUTCOMES	
PSO 1	Equipping the students with the manpower requirements in various commerce subjects in order to cater to the needs of trade, industry and commerce.
PSO 2	Imbibing ethical values, sustainable team work, professional communication and leadership skill sets in students.
PSO 3	Instilling entrepreneurship among students in order to sustain their ventures through environmental friendly practices.
PSO 4	Facilitating assimilation of knowledge, skill and attitude among the students for the creation of responsible citizenry.
PSO 5	Ensuring higher education, employability, apart from providing global educational perspectives.

Course Structure

Course Code	Title of The Course	No. Hrs./Week	Credits	Total Hrs./Sem
15U1CCEN G1	Language-English- COMMUNICATION SKILLS IN ENGLISH	5	4	90
15U1CCMA L1C	Language-Second Language- Malayalam	4	4	72

15U1CCHIN 1C	Language-Second Language- Hindi	4	4	72
15U1CCFR N1C	Language-Second Language- French	4	4	72
15U1CRCO M1	Business Statistics	4	3	72
15U1CRCO M2	Financial Accounting	4	4	72
15U1CRCO M03	Business Regulatory Frame work	4	3	72
15U1COCO M1	Business Environment	4	4	72

Course- 1
SACRED HEART COLLEGE (AUTONOMOUS)

COURSE PLAN

PROGRAMME	B.Com	SEMESTER	1
COURSE CODE AND TITLE	15U1CCENG1: COMMUNICATION SKILLS IN ENGLISH	CREDIT	4
HOURS/WEEK	5	HOURS/SEM	90
FACULTY NAME	SHIJO VARGHESE		

Course Outcome

CO1: Understand the mechanics of English language and comprehend the plain meaning of simple narrations, announcements and instructions.

CO2: Make inferences about the implications of statements from stress and tone recognise the various registers of speech.

CO3: Listen to formal presentations and prepare lecture notes using the appropriate format.

CO4: Use English language for a variety of speaking contexts including conversations, presentations, speeches, discussions and negotiations.

CO5: Critically evaluate presentations, narrations, speeches and analyse and evaluate their content and respond to them appropriately.

CO6: Creatively respond to one's surroundings in the form of dramatic works, poetry, narrations, and songs, and perform them before an audience.

CO7: Understand the mechanics of English language and comprehend the plain meaning of simple narrations, announcements and instructions.

Sessions		Topic	Method	COs	Remarks/Reference
1		Introduction to Communication Skills	Lecture	CO1,	
2		Phonetics: Introduction	PPT presentation	CO5,CO6,	
3		Unit 1 – Write as you speak	Audio presentation & Exercises	CO3, CO4,	
4		Unit 2 – Dip in Deep Sea	Audio presentation & Exercises	CO1, CO3,	
5		Unit 3 – Many Mad Men	Audio presentation & Exercises	CO3, CO4,	
6		Unit 4 – A Cot Caught in a Cart	Audio presentation & Exercises	CO1,CO3,	
7		Unit 5 – Look for Good Food	Audio presentation & Exercises	CO3, CO2,	
8		Unit 6 – Bad Luck, Early Worm and Unit	Audio presentation & Exercises	CO5, CO7	
9		Unit 7 - Again and Again	Audio presentation & Exercises	CO2, CO4	
10		Unit 8 – A China Clay Toy	Audio presentation & Exercises	CO1, CO3	
11		Unit 9 – Holy Cow	Audio presentation & Exercises	CO6,CO7	
12		Unit 10 – Here, There, Everywhere	Audio presentation & Exercises	CO6,CO7	
13		IAT – 1			
14		Discussion on the test paper	Discussion	CO4, CO6	
15		Unit 11 – Bzzing Bees & Hissing Snakes	Audio presentation & Exercises	CO6, CO7	

		Unit 12 – Pleasure Ships on the sea			
16		Unit 13 – A Fine Vine Unit 14 – Thanks Brother!	Audio presentation & Exercises	CO1, CO3	
17		Unit 15 – Jane’s Chain Unit 16 – A Smiling King	Audio presentation & Exercises	CO2, CO3	
18		Unit 17 – Betty’s Bitter Butter Unit 18 – Have Your Way	Audio presentation & Exercises	CO1, CO3	
19		Unit 19 – Right Road, Light Road Revision	Audio presentation & Exercises Drill Exercises	CO1, CO3	
20		Revision Exercises	Drill Exercises	CO5, CO7	
21		Unit 20 - Pronunciation: Syllables	Lecture Session	CO2, CO6	
22		Unit 21 - Word stress 1	Audio presentation & Exercises	CO2, CO6	
23		Unit 22 - Word stress 2	Audio presentation & Exercises	CO6, CO7	
24		Unit 22 - Stress and Parts of Speech	Audio presentation & Exercises	CO4, CO5	
25		Unit 23 - Sentence Stress	Audio presentation & Exercises	CO5, CO7	
26		Holiday – SreeNarayana guru samadhi			
27		Holiday - Bakrid			
28		IAT – 2			
29		Performance Analysis _ IAT 2	Discussion	, CO5, CO7	

30	Unit 24 – Weak forms & Strong Forms Unit 25 – Contracted forms	Audio presentation & Exercises	CO2, CO3,	
31	Unit 26 – Intonation	Audio presentation & Exercises	CO1, CO7	
32	Unit 27 – Different accents	Lecture and Drill	CO2, CO3,	
33	Influence of Mother tongue	Lecture and Drill	CO2, CO4	

ASSIGNMENTS

		Topic of Assignment & Nature of assignment (Individual/ Group – Written/ Presentation – Graded or Non-graded etc)	Course Outcome
1		Write a note on your bus trip the college & present it before the class.	CO6
2		Write a descriptive note on the sights and sounds of the college canteen + presentation before the class	CO5, CO6
3		Write an interesting conversation you listened to recently and present it before the class with your partner.	CO4, CO5
4		Identify a passage from any textbook or magazine, underline a pair of consonant sounds and read the same in the class giving special emphasis to the pair of sounds chosen	CO2
5		Write a description of the Lakeview ground	CO6
6		Describe the college auditorium	CO6
7		Describe the sights and sounds in the portico of the college on any given day	CO6, CO5
8		Describe the aquarium in the portico	CO7
9		Narrate your experiences of any day on the campus	CO5

Reference

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

Further Reading

Sl.No	Title	Author	Publisher & Year
1	A Course in Listening and Speaking I & II	Sasikumar V.,Kiranmai Dutt and Geetha Rajeevan	New Delhi: CUP, 2007
2	Study Listening: A Course in Listening to Lectures and Note-taking	Tony Lynch	New Delhi: CUP, 2008
3	Study Speaking: A Course in Spoken English for Academic Purposes	Anderson, Kenneth, Joan Maclean and Tony Lynch	New Delhi: CUP, 2008
4	Study Reading: A Course in Reading Skills for Academic Purposes	Glendinning, Eric H. and Beverly Holmstrom	New Delhi: CUP, 2008
5	Communication Studies	Sky Massan	Palgrave Macmillan
6	Effective Communication for Arts and Humanities Students	Joan Van Emden and Lucinda Becker	Palgrave Macmillan

Course-2

ADDITIONAL LANGUAGE

MODEL I

B.COM PROGRAMME IN MALAYALAM

FIRST SEMESTER

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Title of the course	□□ □□□□
Semester in which the course is to be taught	FIRST
No. of credits	4
No. of contact hours	72
Name of the professor	□□.□□□□□□ □□ □□□, □□□□□□ □□□□ □□ .

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7		□□□□□□□□	Lecturing	2,3
8		□□□□□□□□□□ □□□□□□□□□□□□□□ □□□□□□□□	Lecturing	1,2
9		□□□□□□□□□□ □□□□ □□ □□□□□□□□□□□□□□	writing/Lecturing	1,2,3
10		□□. □□□□□□□□□□□□ □□□□□□ □□□□□□□□□□□□□□	Writing/ Lecturing	1,2
11		□□□□□□□□□□ □□□□ □□ □□□□□□□□□□□□	Class Discussion	1,2,3
12		SEMINAR PRESENTATIONS	PRESENTATION	2,3
13		CIA -I	1hr; descriptive answers only	1,2
14		□□□□□□□□ □□□□□□□□□□ □□□□□ □□□□□ □□ □□□□□□□□□□□□□□□□	Lecturing	2,3
15		□□□□□□□□□□	Class Discussion/ Lecturing	1,2,3
16		□□ □□ . □□□□□□□□ □□□□ □□□□□□□□□□□□□□□□□□□	Discussion, Lecturing	1,2
17		□□□□□□□□□□□□ □□□□□□ □□□□□ □□□□□ □□ □□□□□□□□□□□□□□□□	Lecturing	1,2
18		□□□□ □□□□□□□□	Lecturing	1,2,3
19		□□□□□□□□ □□□□□□□□ □□□□ □□□□ □□□□□□□□□□□□□□	Reading	2,3
20		□□□□ □□□□□□□□	Lecturing	1,2
21		□□□□□□□□□□ □□□□□□□□□□□□□□□□	Lecturing	2,3
22		□□□□□□□□□□ □□□□□□ □□□□□□□□□□□□□□□□□	Lecturing/ writing	2,3

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23		□□□ □□□□□□□	Independent Reading/ Discussion/ Lecturing	1,2,3
24		□□□ □□□□□	Class Discussion	1,2
25		□□□□□□□ □□□□□□□ □□□□□	Class Discussion	2,3
26		□□□□□ □□□□□□□□□□□□ □□□□□ □□□□□	Lecturing	1,2,3
27		□□□□□□□□□□□□□□- □□□□□□□ □□□□□□□□ □□□□□	Class Discussion /Lecturing	2,3
28		□□□□□ □□□□□□ □□□□□□□□□□□□□□□□□□□	writing//Group Discussion	1,2
29		□□□□□□□ □□□□□□□□□□ □□□□ □□□□□ □□□□□□□□	Lecturing/ Discussion	2,3
30		□□□□□□□ □□□□□□□□□□	Lecturing	2,3
31		□□ □□□□□□□□□□□ □□□□□□□ □□□□□□ □□□□□□□□□□□□□□□□□□□	Lecturing	1,2,3
32		□□□□□□□□□□□ □□□ □□□□□□□□□□□□□□□□	writing	
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33		□□□□□□□□□□□□□□□□ □□□□ □□□□□ □□□□□ □□□□□□□□□□□□□□□□□□	Lecturing	1,2
34		□□□□□□□ □□□□□□ □□□□ □□□□□□ □□□□□□□□□	Lecturing/ writing	2,3
35		□□□□□□□□ □□□□□□ □□□□ □□□□□ □□□□ □□□□□□□□□□□	Lecturing	1,2,3
36		□□□□□□□□□□□□□□	Lecturing	1,2,3

37		□□□□□□□□ □□□□ □□□ □□□□□□	Independent Reading/ Discussion	1,2
38		□□□□□□ □□□□□□□□ □□□□ □□□□ □□□□□□□□□□□□□□	Lecturing	2,3
39		□□□□□□□□□□□□□□ □□□□□□ □□□□□□□□□□□□□□□□□	Lecturing	1,2,3
40		□□□□ □□□□ □□□□□ □□□□ □□□□ □□□□□□□□□□□□□□	Lecturing	1,2
41		□□□□□□□□□□□□□□	Reading	2,3
42		□□□□□□□□□□□□□□ □□□□□□ □□□□□□□□□□□□□□□□□	Lecturing	2,3
43		□□□□□□□□□□	Reading	1,2,3
44		□□□□□□□□□□ □□□□ □□□□ □□□□□□□□□□□□□□	Reading	2,3
45		□□□□□□□□□□□□	writing / Discussion	1,2,3
46		□□□□□□□□□□ □□□□□□□□□□	Independent Reading/ Discussion	1,2
47		□□□□ □□□□□ □□□□□□□□□□□□□□	writing	2,3
48		□□□□ □□□□□□□□□□	writing	2,3
49		□□ □□ □□□□□□□□□□ - □□□□ □□□□□□	writing	1,2,3

50		□□□□□□□□□□□□□□ □□□□□ □□□□ □□□□ □□□□□□□□□□□□□□	Lecturing / writing	1,2,3
51		□□□□ □□□□□□□□□□	Independent Reading/ Discussion	1,2
52		□□□□□□ □□□□ □□□ □□□□□□	Lecturing	1,2,3
53		□□□□□□□□□ □□□ □□□□ □□□□□□□□□□□□□□	Lecturing	1,2
54		□□□□□□□□□□	Reading/writing	1,2,3
55		□□□□□□□□□□	Reading/Lecturing	1,2,3
56		□□□□□ □□□□□□□□ -□□□ □□□□□	Lecturing	1,2,3
57		□□□□□□□ □□□□□□ - □□□□□	Debate /Lecturing	1,2,3
58		REVISION	Lecturing	1,2,3
59		REVISION	Independent Reading/ Discussion	1,2,3
60		SEMINAR PRESENTATIONS 1	Discussion	1,2,3
61		SEMINAR PRESENTATIONS 2	Discussion	1,2
62		CIA II	Lecturing	1,2
63		Discussion on the CIA II	Lecturing	1,2,3
64		REVISION	Lecturing/ Discussion	1,2
65		REVISION	Lecturing	1,2
66		Evaluation of the Course	Lecturing	1,2
67		Question Paper Discussion	Questioning	1,2
68		REVISION	Lecturing/ writing	1,2

COURSE CODE AND TITLE	15U1CCHIN1C- PROSE AND APPLIED HINDI	CREDIT	4
HOURS/WEEK	4	HOURS/SEM	72
FACULTY NAME	Dr.Minipriya R (Asst.Professor) Syamlal M S (Asst.Professor)		

COURSE OBJECTIVES

Familiarize some of the eminent writers in Prose and Literature.
Inculcate Socio-cultural values

Prescribed Texts

- 1.SAHITYA DARPAN - Co-Publication of M.G. University.
- 2.RACHANA KA SACH - Co-Publication of M.G. University

Lessons to be studied

SAHITYA DARPAN

1. Bhishm Ko Kshama Nahi Kiya Gaya
2. Aavara Maseeha
3. Reedh Ki Haddi
4. Meghadooth Ki Pusthak Sameeksha
5. Chunki

RACHANA KA SACH

1. Patra-Lekhan
2. Paribhashik Shabdavali

COURSE OUTCOMES:

	COURSE OUTCOMES	PO/ PSO	CL
CO 1	Understand the relevant Socio - cultural issues and develop writing skills through Hindi Prose.		U, An
CO 2	Understand the Ancient Indian Culture		U, An
CO 3	Understand the various streams and trends of Hindi Prose		U
CO 4	Understand the importance of communication in the fields of administration, media and business		U, An, A

CO 5	Understand Functional Hindi and develop writing skills through letter writing.		U, A
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CL* Cognitive Level

Sessions	Date	Topic	Learning Resources	Course Outcomes
MODULE I				
1		Introductory Session	Lecturing	CO 1
2		Bhishm Ko Kshama Nahi Kiya Gaya (Introduction About the Author and Chapter)	Reading/Lecturing	CO2
3			Reading	CO 3
4			Oral/Descriptive	CO 2
5			Class Discussion	CO 3
6		Patra Lekhan Theory	Oral/Descriptive	CO 4
7			Reading	CO 4
8			Class Discussion	CO 5
9			Reading	CO 5
10			Reading/Lecturing	CO 4
11			Seminar	CO 5
MODULE II				
12		Aavara Maseeha(Introduction About the Author and Chapter)	Lecturing	CO 1
13			Oral/Descriptive	CO 2
14			Reading	CO 2
15			Reading	CO 3
16			Discussion	CO 3
17		Patron Ke Prakar	Oral/Descriptive	CO 4

18			Reading	CO 4
19		Paaribhashik Shabdavali	Description/Exercise	CO 5
20			Description/Exercise	CO 5
21			Reading/Writing	CO 5
22		CIA I	1 Hour, Descriptive answers only	
23		Reedh Ki Haddi (Introduction About the Author and Chapter)	Oral/Descriptive	CO 3
24			Oral/Descriptive	CO 2
25			Reading/Lecturing	CO 1
26			Reading/Lecturing	CO 1
27			Reading/Lecturing	CO 1
28			Class Discussion	CO 3
29		Patron Ke Prakar	Oral/Descriptive	CO 4
30			Reading/Writing	CO 4
31			Description/Exercise	CO 5
32			Description/Exercise	CO 5
33		Meghadooth Ki Pusthak Sameeksha (Introduction About the Author and Chapter)	Oral/Descriptive	CO 1
34			Oral/Descriptive	CO 1
35			Reading/Lecturing	CO 2
36			Reading/Lecturing	CO 3
37			Discussion	CO 3
38		Paaribhashik Shabdavali	Reading/Writing	CO 4
39			Reading/Writing	CO 4
40			Discussion	CO 5
41			Reference/Library	CO 5

42		Patron Ke Prakar	Oral/Descriptive	CO 4
43			Reading/Writing	CO 4
44			Description/Exercise	CO 5
45			Description/Exercise	CO 5
MODULE III				
46		Chunki(Introduction About the Author and Chapter)	Oral/Descriptive	CO 1
47			Oral/Descriptive	CO 2
48			Reading/Lecturing	CO 1
49			Role Play	CO 3
50			Reading/Lecturing	CO 3
51			Discussion	CO 3
52		Patron Ke Prakar	Oral/Descriptive	CO 4
53			Reading/Writing	CO 4
54			Description/Exercise	CO 5
55		Paaribhashik Shabdavali	Reading/Writing	CO 5
56			Reading/Writing	CO 4
57			Discussion	CO 5
58		REVISION		
59		REVISION		
60		CIA-II	2 Hours	
61		SEMINAR	Presentation of Paper	CO 1
62		SEMINAR	Presentation of Paper	CO 2
63		SEMINAR	Presentation of Paper	CO 3
64		SEMINAR	Presentation of Paper	CO 4
65		SEMINAR	Presentation of Paper	CO 5
66		Discussion on CIA II		

67		Review of the Whole Prescribed Text	Lecturing and Interaction	CO 3
68		REVISION		
69		REVISION		
70		REVISION		
71		REVISION		
72		Evaluation of the Course		

ASSIGNMENTS

	Date of submission/ completion	Topic of Assignment & Nature of assignment (Individual/Group – Written/Presentation – Graded or Non-graded etc)	Marks	Course Outcomes
1	Assignment(December)	Writing based on text book and reference- individual	5	CO 4
2	Seminar(January-February)	Oral- paper presentation based on text book and reference - individual	5	CO 3

Additional Reading List

1. Adhunik Sahitya Ki Pravrutthiyan – Namavar Singh, Iokbharati Prakashan, New Delhi
2. Asmita Mulak Vimarsh Aur Hindi Sahitya – Rajat Rani 'Meenu', Vani Prakashan, New delhi .

Course- 2

SACRED HEART COLLEGE(AUTONOMOUS), THEVARA
DEPARTMENT OF COMMERCE
COURSE PLAN

ACADEMIC YEAR 2018-2019									
PROGRAMME							SEMESTER	1	
COURSE CODE AND TITLE	15U1CCFRN1C- FRENCH FOR BUSINESS COMMUNICATION I						CREDIT	4	
HOURS/SEM	72Hrs								
FACULTY NAME	Dr.SHOBA LIZA JOHN								
COURSE OUTCOMES (COs)									
1	Understand the basic concepts of French language including grammar, vocabulary and sentence structure.								
2	Understand the basic communication skills necessary for living in France and French speaking countries.								
3	Describe oneself and ones surroundings using a repertory of words and expressions in a simple and structured grammatical manner.								
4	Develop business communication skills								
5	Express an issue of concern including topics like environmental, social or health issues, enumerate its causes and consequences and suggest solutions								
6	Understand the mannerisms, culture and tradition of France and Francophone countries and compare it to one's own country and develop co-cultural feeling								
7	Understand and appreciate the history of France and Francophone countries and compare it to one's own country								
8	Understand the special features of France including gastronomy, social institutions, policis, the present French scenario and compare it to one's own country								
MODULE I									
Sl.No	Session	Topic	Method of Teaching	Value Additions	CO	PO/PSO	Cognitive Level(CL)	Knowledge Category (KC)	
	1-Jan	Introducing French Basics	role play, games. A pplying to	french basic comctn	1,2,3		U	C	
	2	French basics	chalk n talk	Introducinq oneself			U	C	
	3	french basics	games,music				U	C	
	4	numbers, verbes, greetings	role play		3,4		U	C	
	5	Introduce oneself	chalk n talk		3,4		Ap	C	
	6	French culture	Discussion, ICT		6,7,8		U	C	
MODULE II									
	7	Asking for something	game		2,3,4		Ap	C	

	8	Asking questions to acquaint with others	chalk n talk, game		2,3,4		Ap	C
	9	Negation, possessifs, verbs	role play, listening		1,2,3,4		U	C
	10	talk about likings	chalk n talk, roleplay		2,3,4		C	C
	11	speak about the weather	roleplay		2,3,4,6,7,8		U	C
	12	French business sector and mannerisms	Discussion, ICT		6,7,8		U	F

MODULE III

	17	telephone conversation	oral, description		2,3,4		C	C
	18	Fix an appointment	role play		2,3,4		C	C
	19	sending SMS	role play		2,3,4		C	C
	20	express cause and consequence	chalk n talk/roleplay		5		C	C
	21	know hows of telephoning in France	discussion		6,7,8		U	C
	22	writing a business mail	Discussion		6,7,8		C	C

MODULE V

	28	revision						

ASSIGNMENTS AND SEMINARS								
Sl No	Module	Topic	Nature of Assignment		Alignment with POs, PSOs and COs			
	1	Preparing a presentation of the regions in France and its imp features	project		CO8			
	2	roleplays on various situations						
			seminar					
		pertaining to daily life						
TEXTBOOKS AND REFERENCES								
	FRANCAIS.COM							
	LE POINT DU FLE							
	TV5 MONDE.ORG							

Course-3
SACRED HEART COLLEGE (AUTONOMOUS)
Department of Commerce

COURSE PLAN

PROGRAMME	BACHLOR OF COMMERCE	SEMESTER	1
COURSE CODE AND TITLE	15U1RCOM1: BUSINESS STATISTICS	CREDIT	4
HOURS/WEEK	4	HOURS/SEM	72
FACULTY NAME	Ajna George		

	COURSE OUTCOMES	PO/ PSO	CL
CO 1	Understand the basic concept of statistics and methods of data collection and processing	PO1,PO2, PO6, PSO2, PSO3	U
CO 2	Understand and apply the various measures of central tendency	PO1, PSO2, PSO3	A
CO 3	Apply the various measures of dispersion	PO1, PO2, PSO1	U
CO 4	Understand and apply measures of skewness,moments and kurtosis	PO1, PO2, PSO1, PSO2,PSO4	An
CO 5	Understand the various index numbers and its application	PO1, PO2, PO3, PO4, PO5, PSO2, PSO3	U
CO6	Evaluate the trend in business using trend analysis	PSO2, PSO3	

CL* Cognitive Level

SESSION	TOPIC	LEARNING RESOURCES	VALUE ADDITIONS	COURSE OUTCOME
MODULE I				
1	Introduction to Business Statistics Meaning and Definition-History,	PPT	video	CO 1
2	Descriptive statistics and inferential statistics, Functions of Statistics	PPT/Lecture		CO 1
3	importance of Statistics-limitations of Statistics-Distrust of StatisticS	PPT/Lecture		CO 1
4	Statistical Survey- Planning and design of enquiry- Statistical units- Executing a survey	PPT/Lecture		CO 1
5	Business Data Sources- Primary and Secondary Data-Methods of collecting Primary data-Drafting a questionnaire-	PPT/Lecture		CO 1
6	Collection of secondary data- Census method and Sampling	PPT/Lecture		CO 1
7	Sampling Methods Probability Sampling and Non- Probability Sampling	PPT/Lecture	e-resource	CO 1
8	Theoretical base of sampling: Law of Statistical regularity and Law of Inertia of Large numbers Statistical errors	PPT/Lecture		CO 1
9	Editing and Coding of data Classification Types of classification	PPT/Lecture		CO 1
10	Tabulation of Data- Objectives of tabulation Classification Vs Tabulation-Cross tabulation	PPT/Lecture		CO 1

	Parts of a table- Statistical Series.			
MODULE II				
11	Mean	Problem solving		CO 2
12	Mean	Problem solving		CO 2
13	Median	Problem solving		CO 2
14	Median	Problem solving		CO 2
15	Mode	Problem solving		CO 2
16	Mode	Problem solving		CO 2
17	Weighted mean, combined mean	Problem solving		CO 2
18	Geometric mean	Problem solving		CO 2
19	Harmonic Mean	Problem solving		CO 2
20	quartiles	Problem solving		CO 2
21	Correction in mean	Problem solving		CO 2
22	Correction in mean	Problem solving		CO 2
CIA-1				
MODULE III				
23	Concepts, absolute and relative measures of dispersion	lecture		CO 3
24	Range, inter quartile range, quartile deviation	Problem solving		CO 3
25	Range, inter quartile range, quartile deviation	Problem solving		CO 3
26	Mean deviation	Problem solving		CO 3
27	Mean deviation	Problem solving		CO 3
28	Standard deviation	Problem solving		CO 3
29	Standard deviation	Problem solving		CO 3
30	Standard deviation	Problem solving		CO 3
31	Standard deviation	Problem solving		CO 3
32	Standard deviation	Problem		CO 3

		solving		
33	Lorenz curve, merits demerits, relevance and application in business, coefficient of variation	PPT/Lecture		CO 3
34	Lorenz curve, merits demerits, relevance and application in business, coefficient of variation	Problem solving		CO 3
Module IV				
36	Skewness	Problem solving		CO 4
37	Skewness	Problem solving		CO 4
38	Skewness	Problem solving		CO 4
39	Skewness	Problem solving		CO 4
40	Skewness	Problem solving		CO 4
41	Skewness	Problem solving		CO 4
42	Moments, kurtosis	Problem solving		CO 4
43	Moments, kurtosis	Problem solving		CO 4
44	Moments, kurtosis	Problem solving		CO 4
45	Moments, kurtosis	Problem solving		CO 4
46	Moments, kurtosis	Problem solving		CO 4
Module V				
47	Meaning, importance, uses, of index numbers	Lecture		CO 5
48	Meaning, importance, uses, of index numbers	PPT/Lecture		CO 5
49	Price index	Problem solving		CO 5
50	Price index	Problem solving		CO 5
51	Price index	Problem solving		CO 5
52	quantity index	Problem solving		CO 5
53	quantity index	Problem solving		CO 5
CIA – II				
54	value based index numbers.	Problem solving		CO 5
55	value based index numbers.	Problem solving		CO 5
56	Methods of constructing index numbers.	Lecture	Group	CO 5

			discussion	
57	Methods of constructing index numbers.	Problem solving		CO 5
58	Methods of constructing index numbers.	Problem solving		CO 5
59	Test of consistency, problems of construction in index numbers, cost of living index and its uses.	Problem solving		CO 5
60	Time series analysis, meaning, components	Problem solving		CO 6
61	Method of determination of trend- method of moving average	Problem solving		CO 6
62	Method of least squares, scope in business.	Problem solving		CO 6
63	Method of least squares, scope in business.	Problem solving		CO 6
64	Revision	Test paper		
65	Revision	Test paper		
66	Revision	Test paper		

INDIVIDUAL ASSIGNMENTS/SEMINAR – Details & Guidelines

	Date of completion	Topic of Assignment & Nature of assignment (Individual/Group – Written/Presentation – Graded or Non-graded etc)	Couse Outcome
1		Question paper solving	CO 2
2		Question paper solving	CO 3

GROUP ASSIGNMENTS/ACTIVITES – Details & Guidelines

	Date of completion	Topic of Assignment & Nature of assignment (Individual/Group – Written/Presentation – Graded or Non-graded etc)	Couse Outcome
1		Seminar of statistics	CO 5
2			

References

- Basic Statistics, International Publishing House
- A full course on statistics, L R Potti
- Business statistics, Himalaya Publication

Course- 4

SACRED HEART COLLEGE(AUTONOMOUS), THEVARA					
DEPARTMENT OF COMMERCDE					
COURSE PLAN					
ACADEMIC YEAR 2018-2019					
PROGRAMME	BCOM			SEMESTER	I
COURSE CODE AND TITLE	15U1CRCOM2, FINANCIAL ACCOUNTING			CREDIT	4
HOURS/WEEK	4			HOURS/SEM	72
FACULTY NAME	Dr. Remya Ramachandran				
	COURSE OUTCOMES			PO/ PSO	CL
1	Critical Thinking and differentiation of accounting of non- profit organization and profit making organizations			PO1,PO2 PSO4	R
2	Accounting of non-profit organisation leads to effective citizenship			PO3 PSO4	U
3	Royalty of different natural resources and its treatment in the books of Lessee and Lessor leads to discussions and understanding in environment related issues			PO4 PSO 5	AN
4	Branch and Consignment Accounting helps in developing global perspective in the era of MNC's			PO6 PSO 5	AN
MODULE I					
Sl. No	Session	Topic	Method of Teaching	Value Additions	CO
1	1-2	Accounting-definition-objectives-function	Discussion	Quiz	CO1
2	3	GAAP	Discussion/PPT	Qand A	CO1
3	4-6	Journal- illustrations	Discussion/Practical problems		CO1
4	7-8	Ledger	Discussion and lecturing		CO1
5	9	Trial balance	discussion		CO1

6	10-11	Trading and profit and loss account	Lecturing/problem solving		CO1
7	12	Balance sheet	Lecturing		CO1
8	13-15	Preparation of final accounts with adjustments	Lecturing/problem solving		CO1
9	16-17	Rectification of entries-classification of errors	Lecturing and discussions/practical problems		CO1
MODULE II					
10	18	Accounting of non trading concern	Lecturing and discussion		CO2
11	19-23	Receipts and payment account	Lecturing/problem solving		CO2
12	24-25	Income and expenditure account	Lecturing/problem solving		CO2
13	26-29	Balancesheet	Lecturing/problem solving		CO2
CIA I					
MODULE III					
14	30	Royalty accounts-introduction-accounting procedure	Lecturing/PP T		CO3
15	31-32	accounting procedures with simple examples	Lecturing/Problem solving		CO3
16	33-37	Illustrations	Problem solving		CO3
17	39-42	Adjustments in the event of strike and lock out	Problem solving		CO3
18	43-44	copy right royalty-illustrations	Lecturing and problem solving		CO3
MODULE IV					
19	45-46	Branch accounts-objectives-features and types	Lecturing/PP T		CO4
20	47-49	Debtors system-Journal entries	Lecturing/Problem solving		CO4
21	50-52	adjustments of invoice price	Lecturing/problem solving		CO4
22	53-56	stock and debtors system-journal entries	Lecturing/problem solving		CO4
23	57-61	incorporation of branch trial balance	Lecturing/problem solving		CO4
CIA II					
MODULE V					

24	62	Accounting for consignment-meaning-important terms	Lecturing/ppt	Quiz	CO4
25	63-65	Accounting procedures with examples	Lecturing/ problem solving		CO4
26	66-68	Valuation of stock	Lecturing/ problem solving		CO4
27	69-72	Invoice price/ normal and abnormal loss	Lecturing/ problem solving		CO4
ASSIGNMENTS AND SEMINARS					
Sl No	Date of completion	Topic	Nature of Assignment	Course outcome	
1	30/8/2018	GAAP and Accounting standards	Descriptive	CO 1	
2	4/01/19	Practical problems	Problem solving	CO3 and CO4	
TEXTBOOKS AND 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				
	NaseemAhammed, Financial Accounting				
	K G C Nair,Financial Accounting				

Course- 5

SACRED HEART COLLEGE (AUTONOMOUS)

Department of Commerce

COURSE PLAN

PROGRAMME	BACHELOR OF COMMERCE	SEMESTER	1
COURSE CODE AND TITLE	15U1RCOM03: BUSINESS REGULATORY FRAMEWORK	CREDIT	3
HOURS/WEEK	4	HOURS/SEM	72
FACULTY NAME	JAMES V GEORGE		

	COURSE OUTCOMES	PO/ PSO	CL
CO 1	Ability to apply knowledge of Indian Contract Act, Sale of Goods Act, Partnership Act and LLP.	PO1,PO2, PO3, PO6, PSO 1, PSO2, PSO3	C
CO 2	Ability to identify, and solve legal issues in connection with business.	PO1, PO3, PO4, PSO2, PSO3,PSO5	A
CO 3	Ability to understand the method and style of legal proceedings for legal practice.	PO1, PO2, PO3,PO4,PSO1,PSO2, PSO5	A
CO 4	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.	PO1, PO2, PO3,PSO1,PSO2,PSO5	An
CO 5	Identify the fundamental legal principles behind contractual agreements.	PO1, PO2, PO3, PO4, PO5, PSO2, PSO3	A
CO 6	Acquire problem solving techniques and to be able to present coherent, concise legal argument.	PO1, PO2, PO3,PSO1,PSO2,PSO5	S,E

CL* Cognitive Level

SESSION	TOPIC	LEARNING RESOURCES	VALUE ADDITIONS	COURSE OUTCOME
Module - I				
	Introductory Session	Use of radio programs		CO 1
2.	Law of Contracts - The Indian Contract Act, 1872 - Definition of contract	Lecture		CO 1
3.	Law of contracts - Nature of contract – Classifications	Lecture		CO 1
4.	Essential elements of a contract	Class discussion		CO 1
5.	Essential elements of a contract	Class discussion		CO 1,CO2,CO3
6.	Offer	Recitation oral questions	Movie Clips	CO 1
7.	Offer	Discussion groups conducted by selected student chairpersons		CO 1, CO2,CO3
8.	Acceptance	Use of slides, Lecture	Movie Clips	CO 1
9.	Acceptance	Use of slides, Lecture		CO 1

10.	Consideration	Use of slides, Lecture		CO 1, CO2,CO3
11.	Consideration	Use of slides, Lecture		CO 1
12.	Capacity of parties	Use of slides, Lecture		
13.	Minors -Persons of unsound mind- persons disqualified by law	Recitation oral questions		CO 2
14.	Free consent	Use of filmstrips		CO 2, CO 4,CO 5
15.	Legality of object and consideration	Class discussion		CO 2
16.	Performance of contract	Use of theater	Movie Clips	CO 2, CO 4,CO 5
17.	Discharge of contract	Lecture, Use of slides		CO 2
18.	Breach of contract	Lecture, Use of slides		CO 2
19.	Remedies for breach of Contract	Lecture, Use of slides		CO 2, CO2,CO3
20.	Quasi contract- performance	Lecture, Use of slides		CO 2
21.	CIA – I	2 Hr. Descriptive answers		
Module - II				
22.	Bailment Definition	Lecture, Use of slides		CO 1
23.	Essential elements	Lecture, Use of slides		CO 1
24.	Rights- bailor	Lecture, Use of slides	Movie Clips	CO 1
25.	Duties- bailor	Lecture, Use of slides		CO 1
26.	Rights –bailee	Lecture, Use of slides		CO 1,CO2,CO3
27.	Duties –bailee	Lecture, Use of slides		CO 1
28.	Finder of lost goods	Lecture, Use of slides	Movie Clips	CO 1, CO2,CO3
29.	Pledge	Lecture, Use of slides		CO 1
30.	Essentials	Lecture, Use of slides		CO 1

31.	Rights- Pawner	Drama, role playing		CO 1, CO2,CO3
32.	Duties- Pawner	Drama, role playing	Movie Clips	CO 1
33.	Rights- Pawnee	Drama, role playing		
34.	Duties- Pawnee	Drama, role playing		CO 2
35.	<i>Student Activity</i>	<i>Forums</i>		CO 2, CO 4,CO 6
Module- III				
36.	Indemnity	Lecture, Use of slides		CO 1
37.	Nature of liability of surety	Lecture, Use of slides		CO 1 CO2,CO3
38.	Rights of surety	Lecture, Use of slides		CO 1 CO2,CO3
39.	Discharge of surety	Lecture, Use of slides		CO 1 CO2,CO3
40.	Discharge of surety	Lecture, Use of slides	Movie Clips	CO 1,CO2,CO3
41.	Meaning and definition of guarantee.	Lecture, Use of slides		CO 1
42.	Meaning and definition of guarantee.	Lecture, Use of slides		CO 1, CO2,CO6
Module- IV				
43.	Law of agency - essentials	Class projects		CO2,CO3
44.	Kinds of agents	Class projects	Movie Clips	CO2,CO3
45.	Rights and duties of agent	Gaming and simulation		CO2,CO3
46.	Rights and duties of principal	Gaming and simulation		CO 1, CO2,CO3
47.	Creation of agency	Storytelling, Lecture		CO2,CO3
48.	<i>Student Activity</i>	<i>Bulletin boards, School affiliations</i>		CO2,CO3

49.	Creation of agency	Storytelling, Lecture		CO 1, CO2,CO3
50.	Termination of agency	Storytelling, Lecture		CO2,CO3
51.	Sub agents and substituted agents	Lecture, Use of slides		CO2,CO3
52.	Sub agents and substituted agents-relationship.	Lecture, Use of slides		CO2,CO3
Module- V				
53.	Formation of contract of sale	Lecture, Use of slides		CO2,CO3
54.	Essentials of contract of sale goods	Lecture, Use of slides		CO 1, CO2,CO3
55.	Classifications	Lecture, Use of slides		CO2,CO3
56.	Conditions	Lecture, Use of slides	Movie Clips	CO2,CO3
57.	Warranties	Lecture, Use of slides		CO2,CO3
58.	Transfer of property in goods	Lecture, Use of slides		CO 1, CO2,CO3
59.	Performance	Lecture, Use of slides		CO2,CO3
60.	Unpaid seller	Lecture, Use of slides		CO2,CO3
61.	Rights.	Brainstorming, Lecture	Movie Clips	CO2,CO3
62.	Rights.	Brainstorming, Lecture		CO2,CO5, 6
63.	<i>Student Activity</i>	<i>Crossword puzzles- Law</i>		
64.	CIA II	2 HOURS		
65.	<i>Practical</i>	<i>Instructor from a special field</i>		
66.	Discussion on the CIA	Presentations by student panels from the class		
67.	<i>Student Activity</i>	<i>Law Vocabulary drills, Debate on current issues- Legal</i>		

68.	REVISION	Q & A		
69.	REVISION	Q & A		
70.	REVISION	Q & A		
71.	REVISION	Q & A		
72.	REVISION- Evaluation of the Course	Q & A		

INDIVIDUAL ASSIGNMENTS- Details & Guidelines

	Date of completion	Topic of Assignment (Individual)	Couse Outcome
1	08/08/2018	Importance of law	CO1,CO2,CO3 CO4,CO5
2	18/09/2018	Video presentation	CO1,CO2,CO3 CO4,CO5

Books for references

N.D.Kapoor - Elements of Mercantile Law

Chandha.P.R - Business Law

Garg and Chawla - Fundamentals of Business Laws

Tulsian.P.C - Business Laws

B.S.Moshal - Modern Business Law.

Avatar Singh- Mercantile Law

B.S. Raman - Business Laws

Relevant Bare Acts.

Course- 6

SACRED HEART COLLEGE (AUTONOMOUS)

P G and Research Department of Commerce

COURSE PLAN

PROGRAMME	BACHELOR OF COMMERCE	SEMESTER	1
COURSE CODE AND TITLE	15U1COCOM1 BUSINESS ENVIRONMENT	CREDIT	3
HOURS/WEEK	4	HOURS/SEM	72
FACULTY NAME	FR TOMY P P		

	COURSE OUTCOMES	PO/ PSO	CL
CO 1	To provide an exposure to students about the various business environmental factors	PO1, PSO4, PSO5,	R
CO 2	To gain substantial knowledge in the spheres of business, industry and commerce	PO1, PO3, PSO1, PSO3, PSO5	An
CO 3	To familiarize students on the various elements of business environment along with the concepts of business ethics and CSR	PO3, PO5, PSO1, PSO3, PSO5	A
CO 4	To provide a thorough understanding on economic environment vis-à-vis various of business environmental policies	PO1, PO2, PSO1, PSO2, PSO4	An
CO 5	To Understand about foreign investments, BRICS and WTO	PO1, PO5, PSO1, PSO3, PSO5	Ev
CO 6	To equip on legal environment	PSO1, PSO2, PSO3, PSO5, PO2, PO3	U
CO 7	To make students aware about impact of business on natural environment and to take corrective measures in the modern world	PO1, PO5, PO6, PSO1, PSO2, PSO3, PSO5	U

CL* Cognitive Level

SESSION	TOPIC	LEARNING RESOURCES	VALUE ADDITIONS	COURSE OUTCOME
MODULE I				
1	Introductory Session	PPT/Lecture		
2	Business, industry and commerce	PPT/Lecture		CO1, CO2
3	Business environment- meaning, concept, significance and nature	PPT/Lecture		CO1, CO2
4	Elements of business environment	PPT/Lecture		CO1, CO2
5	Internal and external environment	PPT/Lecture		CO1, CO2
6	Economic, geographic, socio-cultural environment	PPT/Lecture		CO 3
7	legal, political and technological environment	PPT/Lecture		CO 3
8	Business ethics	PPT/Lecture	Group Discussion	CO 3
9	Social responsibility of business, social audit.	PPT/Lecture		CO 3
MODULE II				
10	Economic environment of business	PPT/Lecture	video	CO3, CO4
11	Elements of economic environment	PPT/Lecture		CO3, CO4
12	Economic system	PPT/Lecture		CO3, CO4
13	Economic reforms	PPT/Lecture		CO3, CO4
14	Privatization	PPT/Lecture		CO3, CO4
15	Liberalization	PPT/Lecture		CO3, CO4

16	Globalization	PPT/Lecture		CO3, CO4
17	LPG's impact on Indian economy	PPT/Lecture		CO3, CO4
18	Economic policies	PPT/Lecture		CO3, CO4
19	Monetary policy	PPT/Lecture		CO3, CO4
20	Fiscal policy	PPT/Lecture		CO3, CO4
21	EXIM policy	PPT/Lecture		CO3, CO4
22	Industrial policy	PPT/Lecture		CO3, CO4
23	Licensing policy	PPT/Lecture		CO3, CO4
24	CIA-1			
MODULE III				
25	Political and legal environment of business	PPT/Lecture		CO6
26	Competition policy and law	PPT/Lecture		CO6
27	Competition policy and law	PPT/Lecture		CO6
28	Competition policy and law	PPT/Lecture	Quiz	CO6
29	Foreign exchange management Act	PPT/Lecture	Q & Ans Session	CO6
30	Foreign exchange management Act	PPT/Lecture		CO6
31	Consumer protection Act	PPT/Lecture		CO6
32	Consumer protection Act	PPT/Lecture		CO6
33	Consumer protection Act	PPT/Lecture	Talk by law expert	CO6
34	Consumer protection Act	PPT/Lecture		CO6
35	Right to Information Act	PPT/Lecture		CO6
36	Right to Information Act	PPT/Lecture		CO6
37	Right to Information Act	PPT/Lecture		CO6
38	World Trade Organization	PPT/Lecture		CO5
39	World Trade Organization	PPT/Lecture		CO5
40	World Trade Organization	PPT/Lecture		CO5
41	BRICS	PPT/Lecture		CO5
MODULE IV				
42	Globalization of world economy	PPT/Lecture	Group Discussion	CO5
43	meaning and dimensions, features of current globalization	PPT/Lecture		CO5
44	Pros of globalization	PPT/Lecture		CO5
45	cons of globalization	PPT/Lecture		CO5
46	globalization of Indian business	PPT/Lecture	Group Discussion	CO5
47	Multinational corporations	PPT/Lecture		CO5
48	Multinational corporations	PPT/Lecture		CO5
49	FDI in India	PPT/Lecture		CO5
CIA – II				
MODULE V				

50	Natural Environment- meaning	PPT/Lecture		CO7
51	Natural Environment- significance	PPT/Lecture	Group discussion	CO7
52	Natural Environment- components	PPT/Lecture		CO7
53	Impact on Business- Protection	PPT/Lecture		CO7
54	Climate Changes, Green India 2047			CO7
55	REVISION	PPT/Lecture		
56	REVISION	PPT/Lecture		
57	Evaluation of the Course	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)	Course Outcome
1	8/09/2019	Effect of Economic Reforms (LPG)	CO3,CO4
2	19/09/2019	Result of Consumer Protection Act	CO6
3	14/10/2019	Rights under RTI Act	CO6

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	5/8/2019	CSR activities of any one company	CO3
2	26/8/2019	Operations of any one MNC	CO5

References

1. Business Environment, Francis Cherunilam
 2. Essentials of Business Environment – K Aswathappa
 3. Business Environment and Policy – Francis Cherunilam
 4. Business Environment and Policy – V.P Michale
 5. Government and Business – B. Amarchand
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