

# **HSNC University, Mumbai**

**(Established by Government of Maharashtra vide notification dated 30<sup>th</sup>  
October, 2019 under section 3(6) of Maharashtra Public Universities Act)**



## **Ordinances and Regulations**

**With Respect to**

**Choice Based Credit System**

**For the**

**Programmes**

**Under**

**The Faculty of Commerce & Management**

**With effect from the Academic year**

**2023-24**



### **Board of Studies in the Subjects of Commerce and Management**

#### **1) Name of Chairperson/Co-Chairperson/Coordinator:-**

- a) **Dr Rita Khatri** , Professor, Department of Commerce H. R College., Mumbai-400020, Email id: [khatririta@hrcollege.edu](mailto:khatririta@hrcollege.edu), Mobile No. 8828426516
- b) **Prof Smarajit Padhe**, Assistant Professor, K.C College at K.C. College, Mumbai - 400020 Email id [smarajit.padhi@kccollege.edu.in](mailto:smarajit.padhi@kccollege.edu.in), Mobile No. 7977676421.

#### **2) Two to five teachers each having minimum five years teaching experience amongst the full-time teachers of the Departments, in the relevant subject.**

- a) **Dr Jasbir Sodi** ,Vice Principal, Associate Professor at H. R. College, Mumbai- 400020 Email id: [jas.saj@rediffmail.com](mailto:jas.saj@rediffmail.com), Mobile No.: 9619136511
- b) **Dr Navin Punjabi**, Vice Principal and Associate Professor at H.R. College, Mumbai -400020 Email id [navin.punjabi@gmail.com](mailto:navin.punjabi@gmail.com), Mobile No.: 9920177199
- c) **Dr Kulvinder Batth**, Associate Professor, Department of Commerce at K.C. College., Mumbai-400020, Email id- [kulprofessional@gmail.com](mailto:kulprofessional@gmail.com), Mobile No.: 9833060902
- d) **Ms. Kanu Priya Sharma**, Assistant Professor , at H.R College, Mumbai – 400020 Email id: Kanupriya.sharma@hrcollege.edu , Mobile No : 8879512354
- e) **Dr. Shweta Singh**, Assistant Professor at H.R College, Mumbai – 400020, Email id: singhshweta0902@gmail.com , Mobile no : 9702050350
- f) **Ms Charvi Gada**, Assistant Professor, H R College, Mumbai- 400020 Email id: [charvigada16@gmail.com](mailto:charvigada16@gmail.com), Mobile No.: 9987467233

#### **3) One Professor / Associate Professor from other Universities or professor / Associate Professor from colleges managed by Parent Body;**

- a.) **Dr Khushpat Jain** Professor at Sydenham College Mumbai

Email id: [ksjain2002@yahoo.com](mailto:ksjain2002@yahoo.com) Mobile No - 9867799797

#### **4) Four external experts from Industry / Research / eminent scholar in the field relevant to the subject nominated by the Parent Body;**

a) **Dr Hasina Sayed** Ex- HOD of Commerce, Jai Hind College. Email id :  
haseenasyd@gmail.com\_ ,Mobile No.: 9819121250

b) **Dr Ketan Vira:** Professor, Mumbai Institute of Management and Research, Wadala,  
Mumbai Email. Id [ketanvira@rediffmail.com](mailto:ketanvira@rediffmail.com) Mobile No : 7710075500

c) **Mr Akhilesh Rao** , Director Operations- Ezychain Logistics Pvt limited  
Email id [raoakhil24@gmail.com](mailto:raoakhil24@gmail.com) Mobile No:9321498932

d) **Mr Rajiv Kalwani** , Senior Vice President- Reliance Retail Ltd  
Email id : [rajivkalwani0204@gmail.com](mailto:rajivkalwani0204@gmail.com) Mobile No:9967613000

**5) Top rankers of the Final Year Graduate and Final Year Post Graduate examination of previous year of the concerned subject as invitee members for discussions on framing or revision of syllabus of that subject or group of subjects for one year.**

a) **Geetika Bhatia** (Under Graduate student) H R College Email id  
[geetikabhatia58@gmail.com](mailto:geetikabhatia58@gmail.com) , Mobile no :9820783509

b) **Jeevika Sahajwani** (Under Graduate student) H R College Email id  
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**HSNC University, Mumbai**  
(2020-2021)

Ordinances and Regulations

With Respect to

Choice Based Credit System  
(CBCS)

For the Programmes Under

**The Faculty of Commerce and Management**

For the programme

**Bachelor of Commerce**

**Curriculum - First Year Undergraduate Programmes**  
**Semester I and Semester II**

## INDEX

### Semester I

Sr No	Particulars	Name of Subject	Credits
1	Major subjects (M1 and M2)	Accountancy and Financial Management I Commerce I - Introduction to Business	4+4
2	Minor Subjects(M3)	Micro Economics I	4
4	Vocational Subjects	Financial Mathematics and Statistics using MS-Excel I	1
5	Value Addition Course(VAC)	Contemporary India: Values and Issues I	2
6	Ability Enhancement course(AEC)	Communication Skills in English I	2
7	IKS	Introduction to Indian Knowledge Systems I	1
8	Multidiscipline Elective (Any one)	Environmental Education I: Environmental Management Classics of World Literature I History of Mumbai (1947 CE to 2000 CE)	2
	Total		20

## Semester II

Sr No	Particulars	Name of Subject	Credits
1	Major subjects (M1 and M2)	Accountancy and Financial Management II Commerce II - Service Sector	4+4
2	Minor Subjects(M3)	Micro Economics II	4
3	Vocational Subjects	Financial Mathematics and Statistics using MS-Excel II	1
4	Value Addition Course(VAC)	Contemporary India: Values and Issues II	2
5	Ability Enhancement Course(AEC)	Communication Skills in English II	2
6	IKS	Introduction to Indian Knowledge Systems II	1
7	Multidiscipline Elective (Any one)	Environmental Education: II: Green Entrepreneurship	2
		Classics of World Literature II	
		History of Mumbai (1947 CE to 2000 CE)	
	Total		20

## Preamble

The Bachelor of Commerce course is designed to provide competencies in basic commerce discipline as also impart requisite skills in problem solving, leadership, communications, decision making in organizations, values to impact thoughts, actions and beliefs and a basic understanding of India and Indian knowledge base that delves into the resources of the past for a better understanding and resolve of contemporary issues, with appropriate subjects covering areas of economics, accounting, business management, human resource, taxation, marketing management and Information Technology, business communication, value education course and Indian Knowledge System.

The HSNC University follows the Choice Based Credit System (CBCS) under the New Education policy which is a proven, flexible mode of learning in higher education which facilitates a student to have guided freedom in selecting his/her own choices of courses in the curriculum for completing a degree program. The degree program has multiple entry and exit modes. This is coupled with a focus on Project Based Learning and Industrial Training so as to enable the students become eligible and fully equipped for employment in industries, higher studies or entrepreneurship.

The course structure will definitely equip the students to accept the challenges of globalization and constant change and will enable them to be well placed in business, academics and administration in the country as well as abroad.

### Program Education Objectives

- 1. Comprehensive Business Knowledge:** Graduates will develop a strong understanding of fundamental business concepts, including accounting, finance, economics, marketing, human resource management, taxation, and sustainability, enabling them to address various business challenges.
- 2. Analytical and Quantitative Skills:** Graduates will be proficient in applying analytical, quantitative, and technological tools (like MS Excel) for business decision-making, enhancing their ability to analyze financial, economic, and market data.
- 3. Ethical and Responsible Conduct:** Graduates will understand the importance of ethical conduct and sustainability in business practices, promoting a sense of social responsibility in all business decisions.

4. **Communication and Leadership Skills:** Graduates will be equipped with strong communication and leadership skills, preparing them for effective participation and leadership roles in professional environments.
5. **Lifelong Learning and Global Perspective:** Graduates will be prepared for lifelong learning, equipping themselves to adapt to the ever-changing business landscape and develop a global perspective to understand international markets and economic trends.

### **Program Outcome**

1. **Business Knowledge Application:** To apply fundamental principles of accounting, economics, management, and other related disciplines to solve practical business problems.
2. **Financial and Economic Analysis:** To Analyze financial and economic principles and models to develop skill set in students to face real world situation and make sound business decisions.
3. **Technological Proficiency:** To use contemporary tools, including software like MS Excel and computer programming skills, to solve problems related to accounting, economics, and business management.
4. **Effective Communication:** To Communicate effectively in both written and oral forms, with the ability to draft reports, presentations, and collaborate efficiently in team environments.
5. **Ethical Decision Making and Responsibility:** To recognize ethical issues in business and adopt a responsible approach towards society, sustainability, and governance.
6. **Marketing and Strategic Management Skills:** To Develop, implement, and evaluate marketing and business strategies to enhance organizational competitiveness.
7. **Global and Cultural Awareness:** To understand the role of international trade, finance, and culture in shaping business decisions and adapt accordingly.
8. **Entrepreneurial and Leadership Ability:** To Develop skills necessary for leadership, entrepreneurship, and managing human resources effectively.
9. **Adaptability and Lifelong Learning:** To recognize the need for self-improvement and engage in lifelong learning to adapt to the changing business environment

## **Program Specific Outcomes**

- 1. Accounting and Financial Expertise:** Graduates will be able to understand and apply accounting principles and financial analysis to assess and manage financial health, including areas such as financial accounting, management accounting, and portfolio management.
- 2. Marketing and Economic Insights:** Graduates will gain in-depth knowledge of marketing concepts, advertising practices, and economic theories (both Micro, Macro, Public Finance and International Economics) enabling them to develop effective business strategies
- 3. Human Resource and Organizational Development:** Graduates will be adept in managing human resources, understanding organizational dynamics, and fostering a positive work environment for organizational growth.
- 4. Taxation and Regulatory Knowledge:** Graduates will have a strong understanding of both direct and indirect taxes, including how to apply this knowledge in a business setting to comply with regulatory frameworks.
- 5. Technological Integration in Business:** Graduates will be able to leverage technology, such as MS Excel, computer programming, and other software tools, to solve business problems and optimize business operations.
- 6. Tourism and Environmental Awareness:** Graduates will understand the importance of sustainable tourism, climate change, and the role of the environment in business decision-making, preparing them to work in sectors related to travel, tourism, and sustainability.

## **1. Course Objectives:**

### **Semester I**

#### **Accountancy and Financial Management I**

- To give an insight into the basics of Accounting Concepts and Principles to students to have the foot hold in accounts.
- To familiarize students with the principles and methodologies of inventory valuation in accordance with Accounting Standard 2 (AS 2).
- To enlighten the students about the concepts Capital and Revenue, Adjusting and Closing entries and Final accounts of a Manufacturing concern.
- To orient the learners about the Departmental accounts and the allocation of expenses and incomes in different departments.
- To acquaint learners about the Depreciation Accounting

#### **Commerce I - Introduction to Business**

- To provide basic insights in various concepts of business.
- To make students aware of various forces that drives and shape business.
- To help self driven students in understanding the fundamentals of entrepreneurship development
- To equip students with some of the basic skills of doing business

#### **Micro Economics I**

- To provide comprehensive understanding of fundamental economic principles necessary for analysing various economic problems
- To deepen knowledge of optimization theory and its application in economic decision-making by market agents
- To examine the relationship between individual economic choices and the resulting efficiency of overall market outcomes
- To develop analytical skills to evaluate how optimization by economic agents impacts market dynamics and efficiency

#### **Financial Mathematics and Statistics using MS-Excel I**

- To develop an understanding of MS-Excel
- To develop the ability to construct and interpret diagrams and graphs which are applicable to real life in the fields of commerce, economics and management.
- To learn to convert the given mathematical and statistical problems into data in MS-Excel and then apply functions and commands to get the desired solutions.

#### **Communication Skills in English I**

- To strengthen language proficiency by providing adequate exposure to reading, speaking, listening and writing skills
- To complete various communication tasks effectively
- To develop a comprehensive understanding of the oral aspects of communication
- To develop skills in communication like writing letters, emails, essays and reports
- To enhance the range of lexical resources of the learners through a variety of exercises

### **Contemporary India: Values and Issues I**

- To gain an understanding about the Indian state, its values and diversity of Indian society.
- To learn about environmental ethics and movements.
- To have key understanding of digital space and its usage.

### **Introduction to Indian Knowledge Systems I**

- To understand the concept and relevance of knowledge systems.
- To get familiar with the elements of India's rich culture and heritage.
- To explore opportunities for resolving modern day issues by gaining an insight in our history.

### **Environmental Education I: Environmental Management**

- To foster a learning environment for the students of Business, Commerce and Management
- To generate an awareness about the threats to environment and enthuse the students to work towards solution identification
- Enhance the development of critical thinking and problem-solving with real situations and keep them prepared
- Facilitating an environment of green entrepreneurship skills as a future.
- To highlight the Sustainable Development Goals with the environmental objectives of the businesses.

### **Classics of World Literature I**

The course guides the learner:

- To interact with canonical literature that has a timeless appeal
- To participate in classroom discussion and close reading
- To understand the deeper relevance of literary classics in the present
- To identify thematic as well as structural elements in literary classics
- To expand cultural understanding and develop critical thinking

### **History of Mumbai (1947 CE to 2000 CE)**

- To make the students aware about various political trends emerging in the political landscape of Mumbai.

- To help students understand the economic landscape of Mumbai.
- To help the students critically analyze the social landscape of Mumbai.
- To help students evaluate the cultural landscape of Mumbai.

## **Semester II**

### **Accountancy and Financial Management II**

- To enable students to proficiently convert incomplete recorded books maintained under single entry system into double entry system.
- To orient the learners about the accounting for Hire Purchase transactions.
- To acquaint learners about the Branch accounts.
- To make the students understand how to calculate fire insurance claims for loss of stock.

### **Commerce II - Service Sector**

- To introduce the concept of services and classification of services on various parameters
- To orient the learners on various organized and unorganized formats in India and growth trajectory of organized retail and its challenges
- To acquaint learners on the trends in ITES, Banking and Insurance, logistics and E-Commerce as a service sector and opportunities and challenges in these sectors.
- To present the various career opportunities available to the learners in service sector.

### **Micro Economics II**

- To analyze different market structures, pricing methods and capital budgeting.
- To identify the incentives of the various participating agents and the trade-offs that they face.
- To understand behaviour and microeconomic trade-offs are also crucial for the design of economic policies.
- To develop an understanding of pricing strategies and investment evaluation techniques and their role in effective managerial decision-making.

### **Financial Mathematics and Statistics using MS-Excel II**

- To teach basic statistical measures with problem solving manually as well as using Excel.
- To teach how various statistical techniques with Excel can be effectively used in solving problems of economics and finance which results in making better decisions.

### **Communication Skills in English II**

- To strengthen language proficiency by providing adequate exposure to reading, speaking, listening and writing skills

- To complete various communication tasks effectively
- To develop a comprehensive understanding of the oral aspects of communication
- To develop skills in communication like writing letters, emails, essays and reports
- To enhance the range of lexical resources of the learners through a variety of exercises

### **Contemporary India: Values and Issues II**

- To gain an understanding about Indian constitutional values.
- To understand significance of disaster management and responsibility towards sustainable approach to business.
- To learn about Yoga for health and wellness.

### **Introduction to Indian Knowledge Systems - II**

- To understand the growth of science and technology in India.
- To familiarize students with the philosophical and spiritual elements rooted in India's rich scientific heritage.
- To examine and analyse the evolution of the art of storytelling in India.

### **Environmental Education: II: Green Entrepreneurship**

- Basic understanding of green economy its need and requirements in today's world
- Leverage green options for corporate and social sectors
- Be the forerunners among the youth in understanding the green concepts and their applicability in everyday life
- Understand the steps and stages of the process of entrepreneurship based on hands on assignments

### **Classics of World Literature II**

The course guides the learner:

- To interact with canonical literature that has a timeless appeal
- To participate in classroom discussion and close reading
- To understand the deeper relevance of literary classics in the present
- To identify thematic as well as structural elements in literary classics
- To expand cultural understanding and develop critical thinking

### **History of Mumbai (1947 CE to 2000 CE)**

- To make the students aware about various political trends emerging in the political landscape of Mumbai.
- To help students understand the economic landscape of Mumbai.
- To help the students critically analyze the social landscape of Mumbai.
- To help students evaluate the cultural landscape of Mumbai.

## **2. Process adopted for curriculum designing:**

The members of the respective departments initially developed a draft syllabus after research on the existing curriculum from other Universities, studying the current needs of the industry, analyzing the new trends in the subjects and even connecting to some NGOs in few subjects. The drafted syllabus was then shown to academicians, experts from industry and researchers through emails and their inputs were gathered through meetings. These valuable inputs were incorporated into the syllabus ensuring that the syllabus is enriched in all aspects.

## **3. Salient features, how it has been made more relevant:**

While designing of the syllabus, care has been taken to ensure that the student learns application skills along with theory. Demonstrations of the practical applications shall be conducted through special lectures and workshops that will contribute to enhanced learning. A combination of lectures, problem solving during tutorials and the supplementary sessions all contribute to make a student job ready.

## **4. Course Outcomes:**

### **Semester I**

#### **Accountancy and Financial Management I**

- Learners will be able to prepare financial statements in accordance with appropriate accounting standards
- Learners Understand the principles and methods of inventory valuation as per Accounting Standard 2 (AS 2).
- The learner shall be able to comprehend and analyze departmental accounts and depreciation accounting.
- Learners shall possess the knowledge of interpreting the business implications of financial statement information

#### **Commerce I - Introduction to Business**

- The learner will get insights into the fundamental concept of business and the importance of business environment in doing business.
- The learner will be able to analyze the environment and factors affecting business development.
- The learner will be able to do business planning and take decision on choosing the right alternatives to start up the business venture.

#### **Micro Economics I**

- Students should be able to describe and evaluate the methods used in economic analysis and formulate real-world examples in the language of economics.

- Students should be able to assess the potential and limitations of the methods used in economic analysis.
- Students should be able to apply optimization principles and economic tools to analyze consumer and producer decisions relating to demand, production, and cost under different market situations.
- Students should be able to analyze market outcomes and business decisions using concepts of equilibrium, forecasting, production, and cost efficiency to recommend economically rational solutions to practical problems.

### **Financial Mathematics and Statistics using MS-Excel I**

At the end of the course, students will be able to

- use Ms-Excel fairly easily
- represent data using frequency tables, graphs and diagrams.
- solve mathematical and statistical problems easily using the software through hands on training during the practicals.

### **Communication Skills in English I**

On successful completion of the course learners are expected

- To become proficient in reading, writing, speaking and listening skills
- To efficiently perform various communication tasks
- To be competent in the various aspects of oral communication
- To be able to write letters, emails, essays and reports effectively
- To broaden their language proficiency and the range of their lexical resources

### **Contemporary India: Values and Issues I**

- An improved understanding of values and social aspects of Indian society.
- Awareness of environmental ethics and Indian environmental movements.
- Mindfulness of engagement with digital space.

### **Introduction to Indian Knowledge Systems I**

At the end of the course the student would be able to develop

- improved understanding of India's socio-cultural past and its varied traditions.
- respect for the tradition of coexistence built into the Indian culture since time immemorial.
- high regard for the diversity in the Indian culture and society.

### **Environmental Education I: Environmental Management**

- Become environmental leaders for tomorrow
- Align to the needs of society, business, and nation in the environmental sector.
- To be able to use Sustainable Development Goals for India 's development and for a global future

- Be job ready in the Environmental management sector and pursue further course in it.

### **Classics of World Literature I**

The learner of the course achieves an ability:

- To engage with diverse genres and literary experiences offered by the course
- To identify issues relevant to their age through guided classroom discussions
- To evaluate the underlying message of values embedded in literary classics
- To locate thematic concerns, plot, character development and point of view in the recommended text
- To use literary terminology relevant to the texts.

### **History of Mumbai (1947 CE to 2000 CE)**

- A sound understanding of the post-independence political history of Mumbai.
- Knowledge of the economic transformation of Mumbai after independence.
- Critical understanding of the multi-faceted social life of Mumbai.
- Appreciation of various cultural trends in Mumbai.

## **Semester II**

### **Accountancy and Financial Management II**

- Learners will gain expertise in converting incomplete recorded books maintained under a single-entry system into a double-entry system.
- Learners shall be able to comprehend and analyze branch accounts and hire purchase transactions.
- Learners shall possess the knowledge of interpreting the business implications of financial statement information.

### **Commerce II - Service Sector**

- To enable the learner to Understand the concept service sector
- To make the learner analyse various of various retail formats and adopt right strategy to enter the retail Industry
- The learner shall be able to comprehend the various terminologies and concepts like BPO, KPO, etc. in the ITES sector.
- To enable the learner to understand the recent trends like digital payments, FDI and other futuristic trends in the banking and insurance sector.
- To be able to analyse the opportunities and challenges faced by Indian Corporates for smooth transition to e-commerce in B2B, B2C, C2C activities.

### **Micro Economics II**

- Students will learn how markets organize core economic activities, such as production, distribution, and consumption, and the growth of productive resources.
- Students will learn to apply economic theories and methodologies in analysing economic issues in various sub-fields of applied microeconomics. Students will be able to deduce reasonable predictions about possible economic outcomes based upon economic conditions and economic theories.
- They will develop critical thinking skills, evaluate and critique alternative economic policies. Students would also learn to create explanations for new economic phenomena and devise innovative approaches to solve various economic problems.
- Students will be able to evaluate alternative pricing strategies and investment proposals using appropriate economic and quantitative techniques to support effective business decision-making.

### **Financial Mathematics and Statistics using MS-Excel II**

At the end of the course, student will be able to

- calculate measures of central tendency and measures of dispersion through excel which can be useful in research
- find relationships between variables which can be used for forecasting.

### **Communication Skills in English II**

On successful completion of the course learners are expected

- To become proficient in reading, writing, speaking and listening skills
- To efficiently perform various communication tasks
- To be competent in the various aspects of oral communication
- To be able to write letters, emails, essays and reports effectively
- To broaden their language proficiency and the range of their lexical resources

### **Contemporary India: Values and Issues II**

- An improved understanding of Indian constitutional values.
- Awareness of India's environmental issues and commitments.
- Developed knowledge about Yoga and its significance for health and wellbeing.

### **Introduction to Indian Knowledge Systems II**

At the end of the course the student would be able to develop

- understanding of scientific progress in ancient India.
- appreciation for the relevance of Indian scientific developments today.
- understanding of the significance of folk lore and folk tales in Indian culture.

### **Environmental Education: II: Green Entrepreneurship**

- Become Green entrepreneurs if they seek
- Become self-reliant and be job makers for others

- Be gender inclusive and develop the personality for a leader
- Appreciate the successful green models in use and learn from them

## **Classics of World Literature II**

The learner of the course achieves an ability:

- To engage with diverse genres and literary experiences offered by the course
- To identify issues relevant to their age through guided classroom discussions
- To evaluate the underlying message of values embedded in literary classics
- To locate thematic concerns, plot, character development and point of view in the recommended text
- To use literary terminology relevant to the texts.

## **History of Mumbai (1947 CE to 2000 CE)**

- A sound understanding of the post-independence political history of Mumbai.
- Knowledge of the economic transformation of Mumbai after independence.
- Critical understanding of the multi-faceted social life of Mumbai.
- Appreciation of various cultural trends in Mumbai.

## **5. Input from stakeholders**

For drafting the syllabus, each department has taken inputs from industry experts, parents and notable alumni. The stakeholders have been impressed with the inclusion of e-learning options for the learners provided in the syllabus. They have suggested subsequently to add more practical hands on examples, learning through games and GIS certificate programs. For more advanced related topics, there can be sharing of video lectures and seminars, workshops, short term courses could be organized.

**Part 2 - The Scheme of Teaching and Examination**  
**Semester – I**  
**Summary**

Sr. No.	Choice Based Credit System	Remarks
1	Major Subjects	Accountancy and Financial Management I
		Commerce I - Introduction to Business
2	Minor Subject	Micro Economics I
3	Vocational Course	Financial Mathematics and Statistics using MS-Excel I
4	Ability Enhancement Courses (AEC)	Communication Skills in English I
5	Value Addition Course	Contemporary India: Values and Issues I
6	Introduction to Indian Knowledge Systems	Introduction to Indian Knowledge Systems I
7	Multidiscipline open electives (Students have to choose any one subject from the open elective option)	Environmental Education I: Environmental Management
		Classics of World Literature I
		History of Mumbai (1947 CE to 2000 CE)

### First Year Semester I Internal and External Detailed Scheme

Sr. No.	Subject Title	Periods Per Week						Credit	SLE/PA	Internals				Total Marks
		Units	SL	L	T	P	CT			AP	T	SEE		
1	Accountancy and Financial Management I	4	20%*	4	0	0	4	15	20	5	40	60	100	
2	Commerce I- Introduction to Business	4	20%*	4	0	0	4	15	20	5	40	60	100	
3	Micro Economics I	4	20%*	4	0	0	4	15	20	5	40	60	100	
4	Financial Mathematics & Statistics using MS-Excel I	4	--	0	0	2	1	-	-	-	25	-	25	
5	Communication Skills in English I	2	20%*	1	1	0	2	15	-	5	20	30	50	
6	Contemporary India: Values and Issues I	2	20%*	2	0	0	2	-	15	5	20	30	50	
7	Introduction to Indian Knowledge Systems I	2		1	0	0	1	20	-	5	25	-	25	
8	Environmental Education I: Environmental Management	2		0	0	2	2	15	-	5	20	30	50	
9	Classics of World Literature I	2		0	0	2	2	15	-	5	20	30	50	
10	History of Mumbai (1947 CE to 2000 CE)	2		0	0	2	2	15	-	5	20	30	50	
							20		Total Marks				500	

SL: Self Learning, L: Lecture, T: Tutorial, P: Practical, C: Credit, SLE: Self learning evaluation, PA: Project Assessment, CT: Commutative Test, AP: Active Participation, SEE: Semester End Examination, TA: Teacher Assessment

### First Year Semester – I Units – Topics – Teaching Hours

Sr No	Subject	Subject Unit Title		Lectures	Total No. of hours	Credit	Total Marks
1	Accountancy and Financial Management I	I	Inventory Valuation	12	60	4	100
		II	Final Accounts of a Manufacturing Concern	18			
		III	Departmental Accounts	15			
		IV	Depreciation Accounting	15			
2	Commerce I - Introduction to Business	I	Business and Trends	15	60	4	100
		II	Entrepreneurship	15			
		III	Business Environment	15			
		IV	Business Planning	15			
3	Micro Economics I	I	Scope and Introduction of Micro Economics	15	60	4	100
		II	Demand Analysis	15			
		III	Supply and Production Decisions	15			
		IV	Cost of Production	15			
4	Financial Mathematics & Statistics using MS-Excel I	I	Introduction to Excel	3	30 hours (15 practicals of two hours each)	1	25
		II	Time value of money, annuities and loan amortization	3			
		III	Matrices, simultaneous equations, LPP	3			
		IV	Data representation using diagrams	3			
		V	Revision/Extra	3			
5	Communication Skills in English I	I	Letters	5	30	2	50
		II	Data Interpretation	5			

		III	Essay	5			
6	Contemporary India: Values and Issues I	I	Understanding India and Environment: Ethical concerns	15	30	2	50
		II	Ethics in Digital Technology and Ethical concerns in social media	15			
7	Introduction to Indian Knowledge Systems I	I	Indian Knowledge Systems	9	15	1	25
		II	Indian Knowledge system: An aesthetic approach	6			
8	Environmental Education I: Environmental Management	I	Fundamentals of Environmental Management	15	30	2	50
		II	EM and Business and Society	15			
9	Classics of World Literature I	I	Introduction to Short Story and Drama	6	30	2	50
		II	Short Stories	12			
		III	Drama (One Act Play)	12			
10	History of Mumbai (1947 CE to 2000 CE)	I	Political Landscape	15	30	2	50
		II	Economic Landscape	15			
			Total			20	500

- **Lecture Duration – 1 hr**  
**One credit = 15 hours of lectures and 30 hours of practicals**

### **Part 3 - Detailed Scheme**

**Curriculum Topics along with Self-Learning topics** - to be covered, through self-learning mode along with the respective Unit. Evaluation of self-learning topics to be undertaken before the concluding lecture instructions of the respective Unit.

# SEMESTER I

## COURSE : ACCOUNTANCY & FINANCIAL MANAGEMENT I

Course	Course Category	No of Credits	No of units	Formative Assessment	Summative Assessment	Total Mark
Accountancy & Financial Management - I	Major	4	4	40	60	100

Unit No.	CONTENT	No.Of lectures
1	<p><b>Inventory Valuation</b></p> <p>1.1 Meaning of inventories</p> <p>1.2 Cost for inventory valuation Inventory systems : Periodic Inventory system and Perpetual Inventory System Valuation</p> <p>1.3 Meaning and importance Methods of Stock Valuation as per IAS – 2</p> <p>1.4 FIFO and Weighted Average Method Computation of valuation of inventory as on balance sheet date &amp; If inventory is taken on a date after the balance sheet or before the balance sheet</p>	12
2	<p><b>Final Accounts of a Manufacturing Concern</b></p> <p>2.1. Capital and Revenue: Expenditure (a) Capital (b) Revenue Receipts (a) Capital (b) Revenue;</p> <p>2.2. Adjusting and Closing entries;</p> <p>2.3. Preparation of Manufacturing Account, Trading Account, Profit &amp; Loss and Balance Sheet in horizontal form of Manufacturing concerns (Proprietary/Manufacturing firm).</p>	18
3	<p><b>Departmental Accounts</b></p> <p>3.1. Meaning;</p> <p>3.2. Basis of Allocation of Expenses and Incomes/Receipts;</p>	15

	3.3. Inter Departmental Transfer: at Cost Price and Invoice Price; 3.4. Departmental Trading and Profit & Loss Account and Balance Sheet.	
4	<b>Depreciation Accounting</b> 4.1 Concept of Depreciation as per IAS 36 4.2 Objectives of providing depreciation 4.3 Factors in the measurement of depreciation 4.4 Methods for calculating depreciation 4.4.1 Straight line method 4.4.2 Diminishing Balance method 4.4.3 Change of method of Depreciation 4.5 Accounting through Provision for Depreciation Method	15
TOTAL		60

**Online Sources:**

[https://www.icai.org/post.html?post\\_id=17757](https://www.icai.org/post.html?post_id=17757)

[https://www.icai.org/post.html?post\\_id=19138](https://www.icai.org/post.html?post_id=19138)

[https://www.icai.org/new\\_post.html?post\\_id=15620](https://www.icai.org/new_post.html?post_id=15620)

[https://archive.mu.ac.in/myweb\\_test/bcomstudy.html](https://archive.mu.ac.in/myweb_test/bcomstudy.html)

**Reference Books**

1. "Accountancy & Financial Management- I, F.Y.B.COM Ainapure, Manan Prakashan."
2. "Accountancy & Financial Management- I F.Y.B.COM Sheth Publication."
3. "Accountancy & Financial Management- II, F.Y.B.COM Ainapure, Manan Prakashan."
4. "Accountancy & Financial Management- II F.Y.B.COM Sheth Publication."
5. Introduction to Accountancy by T. S. Grewal, S. Chand and Company (P) Ltd., New Delhi
6. Advance Accounts by Shukla & Grewal, S. Chand and Company (P) Ltd., New Delhi
7. Advanced Accountancy by R. L Gupta and M Radhaswamy, S. Chand and Company (P) Ltd., New Delhi
8. Financial Accounting by Monga, J.R. Ahuja, Girish Ahuja and Shehgal Ashok, Mayur Paper Back

Sr. No.	Particulars	Marks
1	One class test / online examination to be conducted in the given semester	20 Marks
2	Self-Learning Evaluation	15 Marks

3	Active participation in routine class instructional deliveries	05 Marks
	<b>Total</b>	<b>40 Marks</b>

<b>Semester End Evaluation Paper Pattern</b>		<b>60 marks</b>
<b>Question Number</b>	<b>Particulars</b>	<b>Marks</b>
Q.1) A)	Practical Question	15
<b>OR</b>		
Q.1) B)	Practical Question	15
Q.2) A)	Practical Question	15
<b>OR</b>		
Q.2) B)	Practical Question	15
Q.3) A)	Practical Question	15
<b>OR</b>		
Q.3) B)	Practical Question	15
Q.4) A)	Practical Question	15
<b>OR</b>		
Q.4) B)	Short Notes (Any 3 out of 4) (One short note from each unit)	15

**Note: Each of the four questions (Q.1 A or B, Q.2 A or B, Q.3 A or B & Q.4 A) will be from a different unit.**

**COURSE : COMMERCE I - INTRODUCTION TO BUSINESS**

<b>Course</b>	<b>Course Category</b>	<b>No of Credits</b>	<b>No of units</b>	<b>Formative Assessment</b>	<b>Summative Assessment</b>	<b>Total Mark</b>
Commerce I - Introduction to Business	Major	4	4	40	60	100

Unit	Content	No. of lectures
1	<p><b>Business and Trends</b></p> <p><b>1.1 Introduction to Business:</b> Concept of Business, functions, scope and significance, Traditional and Modern Concept, Challenges faced by businesses in India.</p> <p><b>1.2 Objectives of Business:</b> Classification of Business Objectives, Reconciliation of Economic and Social Objectives.</p> <p><b>1.3 Trends in Business:</b> Strategic alternatives in changing scenario, Restructuring strategies and turnaround essentials, Steps to implement turnaround strategies.</p>	15
2	<p><b>Entrepreneurship</b></p> <p><b>2.1 Introduction to Entrepreneurship</b> Concept and Importance of Entrepreneurship Factors contributing to Growth of Entrepreneurship. Entrepreneurship Training &amp; Development Centers in India. Role of Innovation and Creativity in Entrepreneurship</p> <p><b>2.2 The Entrepreneurs</b> Competencies of Entrepreneurs. Entrepreneur and Intrapreneur. Conventional and Emerging forms of Entrepreneurs, Women Entrepreneurs- Problems and Promotions.</p> <p><b>2.3 Startups &amp; Entrepreneurial Ecosystem in India</b> Concept of Start-ups, Incubators, Accelerators. Incentives and Funding to Entrepreneurs in India, Concepts of Bootstrapping, Venture Capitalists, Angel Investors, Crowdfunding, Ease of doing business in India.</p>	15
3	<p><b>Business Environment</b></p> <p><b>3.1 Introduction-</b>Concept and importance of Business Environment, Inter-relationship between Business and Environment.</p> <p><b>3.2 Constituents of Business Environment</b> –Internal and External Environment, Environmental scanning techniques, SWOC &amp; PESTEL analysis, D-VUCAD world and its impact on Business.</p> <p><b>3.3 International Environment-</b> Concept and importance of FDI and FII , MNC’s and TNC’s characteristics.</p> <p><b>3.4 International Trading Environment-</b> WTO and Trading blocs and its impact on Indian Business.</p> <p><b>3.5 Sustainable Business Practices</b> – Meaning and Importance and Case examples</p>	15
4	<p><b>Business Planning</b></p> <p><b>4.1 Introduction-</b>Business Planning Process, Concept and Stages of Business Unit Promotion, Location Decision.</p>	15

	<p><b>4.2 Project Planning:</b> Concept of Project Planning, Project Report, Feasibility Study- Types and Importance.</p> <p><b>4.3 Statutory requirement in promoting Business units-</b>Licensing, Registration Procedure, Filing returns, Other documents and legal provisions.</p>	
TOTAL		60

### Self-Learning Topics (Unit wise)

Sr.No	Unit	Topics
1	1	Objectives of Business
2	2	Competencies of Entrepreneur
3	3	Concept and importance of Business Environment
4	4	Business planning concept- Idea generation

### Online Resources

[http://ugcmoocs.inflibnet.ac.in/ugcmoocs/view\\_module\\_ug.php/226](http://ugcmoocs.inflibnet.ac.in/ugcmoocs/view_module_ug.php/226) ( Business objectives.  
[http://ugcmoocs.inflibnet.ac.in/ugcmoocs/view\\_module\\_ug.php/199](http://ugcmoocs.inflibnet.ac.in/ugcmoocs/view_module_ug.php/199)  
 ( Select Entrepreneurship and choose fundamental of entrepreneurs.  
<https://www.classcentral.com/course/swayam-entrepreneurship-development-19847> video  
 lect on entrepreneurial development.  
[http://ugcmoocs.inflibnet.ac.in/ugcmoocs/view\\_module\\_ug.php/172](http://ugcmoocs.inflibnet.ac.in/ugcmoocs/view_module_ug.php/172)  
[http://ugcmoocs.inflibnet.ac.in/ugcmoocs/view\\_module\\_ug.php/233](http://ugcmoocs.inflibnet.ac.in/ugcmoocs/view_module_ug.php/233)- Business Planning -  
 idea generation

### Reference Books

1. Entrepreneurial Development by S.S. Khanka S. Chand Publishing, 2006
2. Essentials of Business Environment by K. Asuathappa Himalaya Publishing House
3. Indian Economy Dutta Sundaram
4. A complete guide to successful Entrepreneurship by Pandey G. N. Vikas Publishing House
5. Business Organisation Management Maheshwari, Rajendra P ,Mahajan, J.P.,International Book House
6. Business Organisation, Maheshwari, Rajendra P, Mahajan, J.P., International Book House
7. Introduction To Commerce, Vikram, Amit, Atlantic Pub.
8. A Course Book On Business Environment, Cherunilam,Francis, Himalaya Pub.
9. Business Environment, Cherunilam,Francis, Himalaya Pub.
10. Essentials Of Business Environment, Aswathappa,K., Himalaya Pub
11. Essentials Of Business Environment, Aswathappa, Himalaya Pub.
12. Strategic Management, Kapoor, Veekkas, Taxmann.
13. Strategic Management, David,Fred R., Phi Learning.
14. Strategic Management, Bhutani, Kapil, Mark Pub.
15. Strategic Management, Bhutani, Kapil, Mark Pub.
16. Entrepreneurship, Hisrich, Robert D, Mc Graw Hill.

17. Entrepreneurship Development, Sharma, K.C., Reegal Book Depot

**Online References**

1	<a href="https://youtu.be/35mM6z1aihQ?si=vfibpWtVAUR8WIM5">https://youtu.be/35mM6z1aihQ?si=vfibpWtVAUR8WIM5</a>
2	<a href="https://youtu.be/s4a3UzZedm4?si=xLT7xTy6gxlsW3Kf">https://youtu.be/s4a3UzZedm4?si=xLT7xTy6gxlsW3Kf</a>
3	<a href="https://youtu.be/dQoBd1E2dA4?si=8A36OMXDajETEzZC">https://youtu.be/dQoBd1E2dA4?si=8A36OMXDajETEzZC</a>
4	<a href="https://youtu.be/MRGZAu22VAo?si=0OkfJJ0mupv7bw-B">https://youtu.be/MRGZAu22VAo?si=0OkfJJ0mupv7bw-B</a>
5	<a href="https://youtu.be/D2M6tw-Hb3w?si=ABd80AV6xMuLu9wI">https://youtu.be/D2M6tw-Hb3w?si=ABd80AV6xMuLu9wI</a>
6	<a href="https://youtu.be/fjTBJk0KfzM?si=Yvu557Ys2JBS6-ju">https://youtu.be/fjTBJk0KfzM?si=Yvu557Ys2JBS6-ju</a>

Sr. No.	Particulars	Marks
1	One class test / online examination to be conducted in the given semester	20 Marks
2	Self-Learning Evaluation	15 Marks
3	Active participation in routine class instructional deliveries	05 Marks
	<b>Total</b>	<b>40 Marks</b>

Semester End Evaluation Paper Pattern		60 marks
Question Number	Particulars	Marks
Q.1) A)	Question from Module I	8
<b>OR</b>		
Q.1) B)	Question from Module I	8
<b>AND</b>		
Q.1) C)	Question from Module I	7
<b>OR</b>		
Q.1) D)	Question from Module I	7

<b>Q.2) A)</b>	Question from Module II	<b>8</b>
<b>OR</b>		
<b>Q.2) B)</b>	Question from Module II	<b>8</b>
<b>AND</b>		
<b>Q.2) C)</b>	Question from Module II	<b>7</b>
<b>OR</b>		
<b>Q.2) D)</b>	Question from Module II	<b>7</b>
<b>Q.3) A)</b>	Question from Module III	<b>8</b>
<b>OR</b>		
<b>Q.3) B)</b>	Question from Module III	<b>8</b>
<b>AND</b>		
<b>Q.3) C)</b>	Question from Module III	<b>7</b>
<b>OR</b>		
<b>Q.3) D)</b>	Question from Module III	<b>7</b>
<b>Q.4) A)</b>	Question from Module IV	<b>8</b>
<b>OR</b>		
<b>Q.4) B)</b>	Question from Module IV	<b>8</b>
<b>AND</b>		
<b>Q.4) C)</b>	Question from Module IV	<b>7</b>
<b>OR</b>		
<b>Q.4) D)</b>	Question from Module IV	<b>7</b>

**COURSE : MICRO ECONOMICS I**

<b>Course</b>	<b>Course Category</b>	<b>No of Credits</b>	<b>No of units</b>	<b>Formative Assessment</b>	<b>Summative Assessment</b>	<b>Total Mark</b>
Micro Economics I	Minor	4	4	40	60	100

Sr. No.	Modules / Units	No. of lectures
1	<b>Unit I: Introduction</b> <b>Scope and Importance of Micro Economics</b> - Basic tools- Opportunity Cost principle- Incremental and Marginal Concepts. Basic economic relations - functional relations: equations- Total, Average and Marginal relations- Use of Marginal analysis in decision making. The basics of market demand, market supply and equilibrium price- shifts in the demand and supply curves and equilibrium, Consumer's Surplus and Producer's Surplus	15
2	<b>Unit II: Demand Analysis</b> <b>Demand Function</b> - nature of demand curve under different markets Meaning, significance, types and measurement of elasticity of demand (Price, income cross and promotional) - relationship between price elasticity of demand and revenue concepts. <b>Demand Estimation and forecasting:</b> Meaning and significance - methods of demand estimation- survey and statistical methods (numerical examples on trend analysis and simple linear regression)	15
3	<b>Unit III: Supply and Production Decisions:</b> <b>Production function:</b> short run analysis with Law of Variable Proportions- Production function with two variable inputs- isoquants, ridge lines and least cost combination of inputs- long run production function and Laws of Returns to Scale - expansion path - Economies and diseconomies of Scale and economies of scope	15
4	<b>Unit IV: Cost of Production:</b> <b>Cost concepts:</b> accounting cost and economic cost, implicit and explicit cost, social and private cost, historical cost and replacement cost, sunk cost and incremental cost -fixed and variable cost - total, average and marginal cost - Cost Output Relationship in the Short Run and Long Run- (hypothetical numerical problems to be discussed) <b>Extension of cost analysis:</b> Cost reduction through experience- LAC and Learning curve and Break-Even Analysis (with business application)	15
TOTAL		60

#### Self-Learning topics (Unit wise)

Unit	Topics
1	Scope and Importance of Micro Economics
2	Nature of Demand Curve under Different Markets
3	Concept of Production Function:
3	Economies and Diseconomies of Scale and Economies of Scope
4	Cost concepts

#### Online Resources

[NOC: An Introduction to  
Microeconomics](#)

Humanities and Social  
Sciences

Dr. Vimal  
Kumar

IIT  
Kanpur

**References:**

- 1) Mehta, P.L.: Managerial Economics – Analysis, Problem and Cases (S. Chand & Sons, N. Delhi, 2000)
- 2) Hirchey .M., Managerial Economics, Thomson South western (2003)
- 3) Salvatore, D.: Managerial Economics in a global economy (Thomson South Western Singapore, 2001)
- 4) Frank R.H, Bernanke.B.S., Principles of Economics (Tata McGraw Hill (ed.3)
- 5) Gregory Mankiw., Principles of Economics, Thomson South western (2002)
- 6) Samuelson & Nordhas.: Economics (Tata McGraw Hills, New Delhi, 2002)
- 7) Pal Sumitra, Managerial Economics cases and concepts (Macmillan, New Delhi, 2004)

Sr. No.	Particulars	Marks
1	One class test / online examination to be conducted in the given semester	20 Marks
2	Self-Learning Evaluation	15 Marks
3	Active participation in routine class instructional deliveries	05 Marks
	<b>Total</b>	<b>40 Marks</b>

Semester End Evaluation Paper Pattern		60 marks
Question Number	Particulars	Marks
Q.1) A)	Question from Module I	8
<b>OR</b>		
Q.1) B)	Question from Module I	8
<b>AND</b>		
Q.1) C)	Question from Module I	7
<b>OR</b>		

<b>Q.1) D)</b>	Question from Module I	<b>7</b>
<b>Q.2) A)</b>	Question from Module II	<b>8</b>
<b>OR</b>		
<b>Q.2) B)</b>	Question from Module II	<b>8</b>
<b>AND</b>		
<b>Q.2) C)</b>	Question from Module II	<b>7</b>
<b>OR</b>		
<b>Q.2) D)</b>	Question from Module II	<b>7</b>
<b>Q.3) A)</b>	Question from Module III	<b>8</b>
<b>OR</b>		
<b>Q.3) B)</b>	Question from Module III	<b>8</b>
<b>AND</b>		
<b>Q.3) C)</b>	Question from Module III	<b>7</b>
<b>OR</b>		
<b>Q.3) D)</b>	Question from Module III	<b>7</b>
<b>Q.4) A)</b>	Question from Module IV	<b>8</b>
<b>OR</b>		
<b>Q4) B)</b>	Question from Module IV	<b>8</b>
<b>AND</b>		
<b>Q.4) C)</b>	Question from Module IV	<b>7</b>
<b>OR</b>		
<b>Q.4) D)</b>	Question from Module IV	<b>7</b>

**COURSE : FINANCIAL MATHEMATICS AND STATISTICS USING MS-EXCEL I**

<b>Course</b>	<b>Course Category</b>	<b>No of Credits</b>	<b>No of units</b>	<b>Formative Assessment</b>	<b>Summative Assessment</b>	<b>Total Mark</b>
Financial Mathematics	Vocational	1	5	25	-	25

and Statistics using MS-Excel - I						
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Unit	Content	No. of Practicals
I	<b>Introduction to Excel</b> 1.1 Workbook, worksheets, cells, types of data, cell references, cut, copy, paste (paste-special, values, formulas), conditional formatting 1.2 Operators- Arithmetic operators, Relational operators, Logical operators, creating formulas, functions, working with excel sheets – freeze panes, sort, custom sort, filter, find and replace, IF and Nested IF functions.	3
II	<b>Time value of money, annuities and loan amortization</b> 2.1 Compound interest, discrete and continuous compounding, nominal and effective rate of interest 2.2 Regular annuity, future and present value of annuity, equated monthly instalments, amortization.	3
III	<b>Matrices, simultaneous equations, LPP</b> 3.1 Matrices types, operations on matrices – scalar multiplication, addition, subtraction, product of matrices, determinants, inverse of a matrix 3.2 Simultaneous Equations construction and solving 3.3 Linear Programming Problems in two variables, formulation of LPP and solving graphically	3
IV	<b>Data representation using diagrams</b> 4.1 Constructing frequency tables 4.2 Making bar charts, pie charts and histograms	3
V	<b>Revision / Extra Practicals</b>	3

**List of Practicals:**

1. Working with Excel sheets.
2. Conditional Formatting, Sort and Filter.
3. Working with Formulas and Logical Operators.
4. Time Value of Money.
5. Annuities.
6. Loan Amortization.
7. Working with Matrices I
8. Working with Matrices II
9. Simultaneous Equations.
10. Linear Programming Problems.
11. Data Representation using Diagrams I

## 12. Data Representation using Diagrams II

### Note:

1. Each practical will be of two hours duration.
2. A practical batch size will be as per the university norms.
3. The students will have to maintain a file/journal in which the practical questions and the output obtained in the practicals should be filed.

### Reference Books

1. Microsoft Excel 2016 Bible by John Walkenbach, Wiley India
2. Microsoft Excel 2016 for Dummies by Greg Harvey, Wiley
3. Excel 2016 from scratch: Excel Course with Demos and Exercises by Peter Kalmstrom and Kate Kalmstrom
4. Mathematics for Economics and Finance Methods and Modelling by Martin Anthony and Norman Biggs, Cambridge University Press
5. Business Mathematics by D.C.Sancheti and V.K.Kapoor, Sultan Chand & Sons
6. Mathematics for Business and Economics by J.D.Gupta, P.K.Gupta and ManMohan, TataMc-Graw Hill Publishing Co.Ltd.
7. Quantitative Methods-Part-I by S.Saha and S.Mukerji, New Central Book Agency
8. Investments by J.C.Francis & R.W.Taylor, Schaum's Outlines, Tata Mc-GrawHill
9. Operations Research by Gupta and Kapoor
10. Statistical Methods by S.G.Gupta, S.Chand &Co
11. Statistics for Management by Levin & Rubin, Prentice Hall of India
12. Statistics - Theory, Method & Applications by D.S.Sancheti & V.K.Kapoor
13. Modern Business Statistics (Revised) by B.Pearles & C.Sullivan –Prentice Hall of India.
14. Business Mathematics & Statistics by B Aggarwal, Ane Book Pvt.Limited

### Software Requirement:

Microsoft Excel 2016 or above

Sr. No.	Particulars	Marks
1	Journal consisting of output of at least 9 practicals	5 Marks
2	Practical examination at end of Semester	20 Marks
	<b>Total</b>	<b>25 Marks</b>

### COURSE : COMMUNICATION SKILLS IN ENGLISH I

Course	Course Category	No of Credits	No of units	Formative Assessment	Summative Assessment	Total Mark
Communication	Ability	2	3	20	30	50

Skills in English I	Enhancement Course					
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Unit	Content	No. of Lectures
I	<b>Letters</b> 1.1 Job Application Letter with Resume 1.2 Statement of Purpose 1.3 Letters to the Editor 1.4 Sales/Promotion Letters	5
II	<b>Data Interpretation</b> Students will learn to read and interpret maps, pie charts, tables, line and bar graphs, and flow charts and express the same in a paragraph form.  (Note: Other important forms of visual communication may also be introduced to students. However, they will be tested only on the above forms in the examination.)	5
III	<b>Essay</b> 1.1 Reflective 1.2 Analytical 1.3 Persuasive/Argumentative	5
TOTAL		15

**No. of lectures per week: 01 lecture + 01 tutorial\***

\*The number of students in each tutorial batch shall be 25 students. The last batch in a division may however have 20 students.

**Suggested Topics for Tutorials: (for both semesters)**

1. Fundamentals of Grammar
2. Vocabulary Building and Language Games
3. Editing Sentences and longer passages
4. Summarization
5. Stress Marking
6. Phonology
7. Reading Skills
8. Listening Skills
9. Speaking Skills and Pronunciation
10. Debates / Speeches
11. Book / Film Reviews

## References

1. Bansal, R.K. and J.B. Harrison, *Spoken English: A Manual of Speech and Phonetics* New Delhi: Orient Black Swan, 4th edn, 2013).
2. Bellare, Nirmala. *Reading Strategies. Vols. 1 and 2.* New Delhi. Oxford University Press, 1998.
3. Bhasker, W. W. S & Prabhu, N. S.: *English through Reading, Vols. 1 and 2.* Macmillan, 1975.
4. Brown, Ralph: *Making Business Writing Happen: A Simple and Effective Guide to Writing Well.* Sydney: Allen and Unwin, 2004.
5. Dev, Anjana Neira (2009). *Creative Writing: A Beginner's Manual.* Pearson, Delhi, 2009.
6. Doff, Adrian and Christopher Jones. *Language in Use (Intermediate and Upper Intermediate).* Cambridge: CUP, 2004.
7. Doughty, P. P., Thornton, J. G. *Language in Use.* London: Edward Arnold, 1973.
8. Eastwood, John. (2005) *Oxford Practice Grammar.* Oxford, OUP
9. Freeman, Sarah. *Written Communication.* New Delhi: Orient Longman, 1977.
10. Glendinning, Eric H. and Beverley Holmstrom. *Second edition. Study Reading: A Course in Reading Skills for Academic Purposes.* Cambridge: CUP, 2004
11. Grellet, F. *Developing Reading Skills,* Cambridge: Cambridge University Press, 1981.
12. Hamp-Lyons, Liz and Ben Heasley. *Second edition. Study Writing: A Course in Writing Skills for Academic Purposes.* Cambridge: CUP, 2006
13. Jakeman, Vanessa and Clare McDowell. *Cambridge Practice Test for IELTS 1.* Cambridge: CUP, 1996.
14. Maley, Alan and Alan Duff. *Second Edition. Drama Techniques in Language Learning* Cambridge: CUP, 1983.
15. Mohan Krishna & Banerji, Meera: *Developing Communication Skills.* New Delhi: Macmillan India, 1990.
16. Mohan Krishna & Singh, N. P. *Speaking English Effectively.* New Delhi: Macmillan India, 1995.
17. Morley, David. *The Cambridge Introduction to Creative Writing.* Cambridge, New York, 2007.
18. Narayanaswami, V. R. *Organised Writing, Book 2.* New Delhi: Orient Longman.
19. *Reading & Thinking in English, Four volumes* The British Council Oxford University Press, 1979-1981.
20. Lesikar, R.V. & Flatley, M.E.; *Basic Business Communication Skills for Empowering the Internet Generation,* Tata McGraw Hill Publishing Company Ltd. New Delhi.
21. Ludlow, R. & Panton, F.; *The Essence of Effective Communications,* Prentice Hall of India Pvt. Ltd., New Delhi.
22. Sasikumar, V., Kiranmai Dutt and Geetha Rajeevan. *A Course in Listening and Speaking I & II.* New Delhi: Foundation Books, Cambridge House, 2006.
23. Savage, Alice, et al. *Effective Academic Writing.* Oxford: OUP, 2005.
24. Wallace, Michael. *Study Skills.* Cambridge: CUP, 2004.
25. Widdowson, H. G.: *English in Focus. English for Social Sciences.* Oxford University Press

**Webliography:**

1. <http://www.onestopenglish.com>
2. [www.britishcouncil.org/learning-learn-english.htm](http://www.britishcouncil.org/learning-learn-english.htm)
3. <http://www.teachingenglish.org.uk>
4. <http://www.usingenglish.com/>
5. Technical writing PDF (David McMurrey)
6. <http://www.bbc.co.uk/>
7. <http://www.pearsoned.co.uk/AboutUs/ELT/>
8. <http://www.howisay.com/>
9. <http://www.thefreedictionary.com/>
10. <https://www.merriam-webster.com/games>
11. <https://www.nytimes.com/puzzles/letter-boxed>
12. Jon Ingold - Sparkling Dialogue: A Masterclass.” *YouTube*, 1 Dec. 2018, [www.youtube.com/watch?v=\\_vRfNtvFVRo](http://www.youtube.com/watch?v=_vRfNtvFVRo).

Sr. No.	Particulars	Marks
1	Self-Learning Evaluation	15 Marks
2	Active participation in routine class instructional deliveries	05 Marks
	<b>Total</b>	<b>20 Marks</b>

Semester End Evaluation Paper Pattern		30 marks
Question Number	Particulars	Marks
Q.1) A)	Letters from Module I	10
<b>OR</b>		
Q.1) B)	Letters from Module I	10
Q.2) A)	Data Interpretation (150 words) Module II	10
Q.3) A)	Essay (200-250 words) from Module III	10
<b>OR</b>		
Q.3) B)	Essay (200-250 words) from Module III	10

**COURSE : CONTEMPORARY INDIA : VALUES AND ISSUES I**

Course	Course Category	No of Credits	No of units	Formative Assessment	Summative Assessment	Total Mark
Contemporary India : Values and Issues I	Value Addition Course	2	2	20	30	50

Unit	Content	No. of lectures
1	<p><b>A. Understanding India</b></p> <p>1.1. Society and State- Religion, caste, rural, urban and tribal, gender and sex ratio</p> <p>1.2. Appreciating values of pluralism/ diversity and challenges to pluralism- regionalism, linguism and ethnic conflicts.</p> <p><b>B. Environment: Ethical concerns</b></p> <p>1.3. Environmental Ethics - Deep Ecology, Eco-Feminism,</p> <p>1.4. Eco-Tourism, Environmental Movements in independent India.</p>	15
2	<p><b>A. Ethics in Digital Technology</b></p> <p>2.1. Artificial Intelligence (AI)- Case Study on ChatGPT.</p> <p>2.2. Cyber Security- hacking, malware, phishing, internet shopping/ banking.</p> <p><b>B. Ethical concerns in social media</b></p> <p>2.3. Issues in social media- cyber bullying, trolling, identity theft,</p> <p>2.4. Abuse of social media accounts- Facebook, Twitter and other.</p>	15
TOTAL		30

**References**

1. Ahuja Ram (2014), *Social Problems in India*, Jaipur: Rawat Publication.
2. Chandra Bipan (1984), *Communalism in Modern India*, Delhi: Vikas Publishing House.
3. Dubey S.C. (2018), '*Indian Society*', National Book Trust.
4. Furer Christoph Von-Haimendorf (1992), *Tribes of India, the Struggle for Survival*, Berkely: University of California Press.
5. Ganesh, Kamala, Thakkar (2005), "*Culture and the making of Identity in Contemporary India*" Usha, Sage Publication, New Delhi.
6. Harvey Carol P and Allard June M (2005), *Understanding and managing Diversity Readings Cases, and Exercises*; New Delhi: Prentice Hall of India.
7. Managi and Kumar (2009), *The Economics of Sustainable Development: The Case of India*, New York: Springer.
8. Patra, A.D. (2010), *Infrastructure, Development and Regional Disparity: An interstate analysis*, Indian Economics Association, Deep and Deep Publications.
9. Roy, Gaurav K. (2020), *Cyber Security and Digital Privacy a universal approach*, Highbrow Scribes Publications.
10. Suresh Jayshree, Raghavan, B.S (2003), *Human Values and Professional Ethics*. New

Delhi: S. Chand

11. Shinde, Anand (2021), *Introduction to Cyber Security Guide to the world of Cyber Security*.

II Journals and Magazines

- AIDWA
- Economic and Political Weekly of India
- Frontline
- India Today
- Man and Development

Sr. No.	Particulars	Marks
1	One class test / online examination to be conducted in the given semester	15 Marks
2	Active participation in routine class instructional deliveries	05 Marks
	<b>Total</b>	<b>20 Marks</b>

Semester End Evaluation Paper Pattern		30 marks
Question Number	Particulars	Marks
Q.1) A)	Question from Module I	10
<b>OR</b>		
Q.1) B)	Question from Module I	10
Q.2) A)	Question from Module II	10
<b>OR</b>		
Q.2) B)	Question from Module II	10
Q.3)	Short Note Question from Module I and II (Attempt Any 2 out of 4)	10

**COURSE : INTRODUCTION TO INDIAN KNOWLEDGE SYSTEMS - I**

Course	Course Category	No of Credits	No of units	Formative Assessment	Summative Assessment	Total Mark
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Introduction to Indian Knowledge system I	IKS	1	2	25	-	25
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Unit	Content	No. of hours
1	<b>Indian Knowledge Systems:</b> 1.1 Concept, relevance and methodology 1.2 Darshanas of the Hindu Philosophy, questioning set paradigms through Buddhism and Jainism 1.3 Transmission of knowledge - oral, guru-shishya Parampara, ancient centres of higher education, experiential learning (Bhakti and Sufi movement) 1.4 Contribution of women scholars in early India.	9
2	<b>Indian Knowledge system: An aesthetic approach</b> 2.1 Natyashastra, 2.2 Indian music tradition (gharana system) 2.3 Culinary traditions, 2.4 Paintings and textiles.	6

### References

1. Basham, A. L. (1987), *The Wonder that was India*, Sidgwick & Jackson Ltd., London
2. Chattopadhyaya, Deviprasad (1977), *Science and Society in Ancient India*, Research India Publications
3. Jha, Amit (2009), *Traditional Knowledge System in India*, Atlantic Publishers, New Delhi.
4. Jha, D. N. (2004), *Early India, A Concise History*, Manohar Publishers & Distributors.
5. Jha, D. N. (1993), *Economy and Society in Early India: Issues and Paradigms*, Munshiram Manoharlal Publishers
6. Singh, Sahana (2022), *Revisiting the Educational Heritage of India*, Global Collective Publishers.
7. Sen, Amartya (2005), *Argumentative Indian*, Allan Lane.
8. Singh, Upinder (2008), *A History of Ancient and Early Medieval India: From the Stone Age to the 12<sup>th</sup> Century*, Pearson Education India.
9. Thapar, Romila (2018), *Indian Cultures as Heritage: Contemporary Pasts*, Aleph Book Company.
10. Thapar, Romila (2014), *The Past as Present: Forging Contemporary Identities Through History*, Aleph Book Company.

Sr. No.	Particulars	Marks
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1	Self-Learning Evaluation	20 Marks
2	Active participation in routine class instructional deliveries	05 Marks
	<b>Total</b>	<b>25 Marks</b>

**COURSE : ENVIRONMENTAL EDUCATION : ENVIRONMENT MANAGEMENT**

Course	Course Category	No of Credits	No of units	Formative Assessment	Summative Assessment	Total Mark
Environmental Education : Environment Management	Multidiscipline Elective	2	2	20	30	50

Unit	Content	No. of Lectures
I	<p><b>Fundamentals of Environmental Management</b></p> <p>1.1 Definition, Role, Scope, Business and Environment Management, Fundamentals of Environment: Ecology, Food Chain- Food Web, Spheres of the Earth.</p> <p>1.2 Environmental Management and Governance - EMS, ISO, 14000, Environmental Auditing, EIA, Green Tribunal, Environmental Protection ( Case Study)</p> <p>1.3 Role of Geospatial Technology (GST) in Environmental Management-GIS, GPS</p>	15
II	<p><b>EM and Business and Society</b></p> <p>2.1 Man and Environment- Pollution - Types, Sources and Conservation. ( Case study on Polluted Sites), Sustainability in Environment : Introduction to ESG (Environmental, Social, Governance), SDGs.( Project)</p> <p>2.2 Biodiversity and Management, Water Management and Energy Management, Urban Management- Land Use Mapping, Urban</p>	15

	Mapping, Smart City, Urban Forest Conservation and Waste Management  2.3 Green Business Models – Life Cycle Approach, Green Business and Green Consumption (Case-Study), Circular Economy, CSR and Green Policy in Business, Waste to Wealth, Corporate Sustainability Successful Models (SLE)	
TOTAL		30

**Reference Books:**

1. Jennifer A. Elliott - An Introduction to Sustainable Development
2. C. J. Barrow - Environmental Management and Development
3. Hazel Barrett - Health and Development
4. McNeill, J.R. - Something New Under the Sun: an environmental history of the twentieth century
5. Pepper, D. - The Roots of Modern Environmentalism. London, Croom Helm
6. Hunt, C.E. -Thirsty Planet: strategies for sustainable water management

Sr. No.	Particulars	Marks
1	Self-Learning Evaluation	15 Marks
2	Active participation in routine class instructional deliveries	05 Marks
	<b>Total</b>	<b>20 Marks</b>

Semester End Evaluation Paper Pattern		30 marks
Question Number	Particulars	Marks
Q.1) A)	Question from Module I	10
<b>OR</b>		
Q.1) B)	Question from Module I	10
Q.2) A)	Question from Module II	10
<b>OR</b>		

<b>Q.2) B)</b>	Question from Module II	<b>10</b>
<b>Q.3)</b>	Short Note Question from Module I and II (Attempt Any 2 out of 4)	<b>10</b>

**COURSE : CLASSICS OF WORLD LITERATURE I**

<b>Course</b>	<b>Course Category</b>	<b>No of Credits</b>	<b>No of units</b>	<b>Formative Assessment</b>	<b>Summative Assessment</b>	<b>Total Mark</b>
Classics of World Literature I	Multidiscipline Elective	2	3	20	30	50

<b>Unit</b>	<b>Content</b>	<b>No. of hours</b>
<b>I</b>	<b><u>Introduction to Short Story and Drama</u></b> A. Elements of a Short Story (plot, character, action, setting, conflict, tone, point of view) B. Elements of Drama (character, dialogue, conflict resolution, audience, theme, setting, dramatic conventions)	<b>6</b>
<b>II</b>	<b><u>Short Stories</u></b> 1. Nikolai Gogol: <i>The Overcoat</i> (1842) 2. Edgar Allen Poe: <i>The Tell-Tale Heart</i> (1843) 3. Charlotte Perkins Gilman: <i>The Yellow Wallpaper</i> (1892) 4. Gabriel Garcia Marquez: <i>A Very Old Man with Enormous Wings</i> (1968)	<b>12</b>
<b>III</b>	<b><u>Drama (One Act Play)</u></b> A. J.M. Synge: <i>Riders to the Sea</i> (1903) <b>OR</b> B. Lady Gregory: <i>Rising of the Moon</i> (1907)	<b>12</b>

**Suggested topics for Formative Assessment for Semester I:**

1. Comparative Analysis of other stories by the same author
2. Critical appreciation of contemporary screen adaptations of the texts.
3. Screenplay writing and/or Performance

**References:**

1. Gilman, Charlotte Perkins. *The Yellow Wallpaper* (1892), Sanage Publishing House LLP, 2021.
2. Gogol, Nikolai. *The Overcoat and Other Short Stories* (1842), Dover Publications Inc., 2000.
3. Gregory, Lady B. *Rising of the Moon* (1907), Bicycle Comics, 2017.

4. Marquez, Garcia Gabriel. *A Very Old Man with Enormous Wings* (1968), Gale, 2016)
5. Poe, Allan Edgar. *The Tell-Tale Heart* (1843), Magnolia Books, 2013.
6. Synge, J.M. *Riders to the Sea* (1903), Namaskar Books, 2024.

### Secondary Sources

1. Barbara Perkins, Robyn Warhol, and George Perkins (eds.) *Women's Work – An Anthology of American Literature*. New York: McGraw-Hill, Inc., 1994.
2. Beach, Christopher. *The Cambridge Introduction to Twentieth Century American Poetry*. Cambridge University Press, 2003.
3. Biedermann, Hans, ed. *The Wordsworth Dictionary of Symbolism*. Cumberland House: Hertfordshire, 1996.
4. Bloom, Harold ed. *Poets of World War I, Wilfred Owen & Isaac Rosenberg*. New York: Chelsea House Publications, 2002, pp. 15-26.
5. Brombert, Victor. "Meanings and Indeterminacy in Gogol's 'The Overcoat.'" *Proceedings of the American Philosophical Society*, vol. 135, no. 4, 1991, pp. 569–75.
6. Browns, Julie, ed. *Ethnicity and the American Short Story*. 1997.
7. Carter, Ronald and John McRae. *The Routledge History of Literature in English: Britain and*
8. *Ireland*. Ebook, 2nd ed., Routledge, 2001
9. Cash, Peter. "Wilfred Owen." *English Association Bookmarks* No. 66, English Association and Peter Cash 2010, pp. 1-18.
10. Cunningham, Iain and Holmes, Douglass. "Sensory Descriptions in *The Yellow Wallpaper*." 1977.  
<http://englishwww.ucla.edu/individuals/mcgraw/wallpaper/senses.htm> (1998)
11. Ibáñez, José R; José Francisco Fernández; Carmen M. Bretones, eds. *Contemporary Debates on the Short Story*, 2007.
12. Elam, Keir. *The Semiotics of Theatre and Drama*. New Accents Ser. 1980.
13. Hammarberg, Gitta. "Sartor Resartus: Gogol's Overcoats." *The Russian Review*, vol. 67, no. 3, 2008, pp. 395–414
14. Harsh, Philip Whaley. *A Handbook of Classical Drama*. Stanford, 1944.
15. Hill, Errol and James Hatch. *A History of African American Drama*. Cambridge University Press, 2003.
16. Hight, Gilbert, *The Classical Tradition: Greek and Roman Influences on Western Literature* (Reissued ed.). Oxford University Press. 1985.
17. Kendall, Tim. *The Oxford Handbook of British and Irish War Poetry*. Ebook, Oxford UP, 2007.
18. Kercheval, Jesse Lee *Short Stories, Novellas and Novel-in Stories, Building Fiction*. Cincinnati, Ohio: Story Press. 1997.
19. Lane, Ann J. *To Herland and Beyond: The Life and Work of Charlotte Perkins Gilman*. New York: Pantheon Books, 1990.
20. Lehman, David. (ed) *The Oxford Book of American Poetry*. OUP, 2006.
21. Leibowitz, Judith *Narrative Purpose in the Novella*, Introduction, Walter de Gruyter, 2013.
22. Lohafer, Susan. *Reading for Storyness: Preclosure Theory, Empirical Poetics, and Culture in the Short Story*. Baltimore, MD: Johns Hopkins University Press. 2003.

23. Meyer, Sandra L. "Examining Oppression Through the Lives and Stories of Sylvia Plath and Charlotte Perkins Gilman." *Inquiries Journal/Student Pulse* 2.01 (2010).
24. Stilman, Leon. "Gogol's 'Overcoat'-Thematic Pattern and Origins." *The American Slavic and East European Review*, vol. 11, no. 2, 1952, pp. 138–48.
25. Strachan, John R.; Terry, Richard G. *Poetry: An Introduction*. Edinburgh University Press. 2000.
26. Watten, Barrett, *The Constructivist Moment: From Material Text to Cultural Poetics*. Wesleyan University Press. 2003.
27. Wimsatt, William K. Jr.; Brooks, Cleanth. *Literary Criticism: A Short History*. Vintage Books. 1957.

Sr. No.	Particulars	Marks
1	Self-Learning Evaluation	15 Marks
2	Active participation in routine class instructional deliveries	05 Marks
	<b>Total</b>	<b>20 Marks</b>

Semester End Evaluation Paper Pattern		30 marks
Question Number	Particulars	Marks
Q.1) A)	Question from Module I	10
<b>OR</b>		
Q.1) B)	Question from Module I	10
Q.2) A)	Question from Module II	10
<b>OR</b>		
Q.2) B)	Question from Module II	10
Q.3) A)	Question from Module III	10
<b>OR</b>		
Q.3) B)	Question from Module III	10

**COURSE : HISTORY OF MUMBAI (1947 CE TO 2000 CE)**

Course	Course	No of	No of	Formative	Summative	Total Mark
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	Category	Credits	units	Assessment	Assessment	
History of Mumbai (1947 CE to 2000 CE)	Multidiscipline Elective	2	2	20	30	50

Unit	Content	No. of hours
1	<b>Political Landscape</b> a) Mumbai through Ages: A Brief Overview b) Mumbai and Samyukta Maharashtra Movement c) Political Trends	15
2	<b>Economic Landscape</b> a) Financial Capital of India b) Industry c) Service Sector	15

### References:

#### English Books:

- Basu, D., *Rise and Growth of Colonial Port Cities in Asia*, Univ. of California, 1985
- Chakrabarty, Bidyut, *Communism in India: Events Processes and Ideologies*, Oxford University Press, Mumbai, 2014
- Chandavarkar, R., *The Origins of Industrial Capitalism in India*, Cambridge Univ. Press, New Delhi, 1994
- David, M.D., *Mumbai the City of Dreams*, Himalaya Publishing House, Mumbai, 2011
- Edwards, S.M., *Gazetteer of Bombay City and Island Vol 1&2*, 1909
- Jha, S.C., *Studies in the Development of Capitalism in India*, Calcutta, 1963
- Kuber, Girish, *Renaissance State: The Unwritten Story of The Making of Maharashtra*, Harper Collins, Mumbai, 2021
- Kuber, Girish, *The Tatas: How a Family Built a Business*, Harper Collins, Mumbai, 2019
- Kulkarni, V.B., *History of the Indian Cotton Textile Industry*, Millowners' Association, Bombay, 1979
- Phadke, Y.D., *Politics and Language*, Himalaya Publishing House, Mumbai, 1979
- Pinto, Jerry (Ed.), *Mumbai Meri Jaan*, Penguin Books, Mumbai, 2003
- PIRAMAL GITA, *Business Maharajas*, Viking, 1996.
- Purandare, Vaibhav, *Bal Thackeray and The Rise of Shiv Sena*, Roli Books, Mumbai, 2012

#### Marathi Books:

- Bedekar, D. K., *Sanyukta Maharashtra*, Utkarsh Prakashan, 2019
- Phadke, Y.D., *Visavya Shatkatil Maharashtra, Vol. 6, 7,8*, Mauj Prakashan, Mumbai, 2007
- Samant Bal, *Ek Hoti Mumbai*, Parchure Prakashan Mandir, Mumbai, 2004
- Unique Features, *Ardhi Mumbai*, Samkalin Prakashan, Pune, 2010

<b>Sr. No.</b>	<b>Particulars</b>	<b>Marks</b>
1	Self-Learning Evaluation	15 Marks
2	Active participation in routine class instructional deliveries	05 Marks
	<b>Total</b>	<b>20 Marks</b>

<b>Semester End Evaluation Paper Pattern</b>		<b>30 marks</b>
<b>Question Number</b>	<b>Particulars</b>	<b>Marks</b>
<b>Q.1) A)</b>	Question from Module I	<b>10</b>
<b>OR</b>		
<b>Q.1) B)</b>	Question from Module I	<b>10</b>
<b>Q.2) A)</b>	Question from Module II	<b>10</b>
<b>OR</b>		
<b>Q.2) B)</b>	Question from Module II	<b>10</b>
<b>Q.3)</b>	Short Note Question from Module I and II (Attempt Any 2 out of 4)	<b>10</b>

## The Scheme of Teaching and Examination Semester – II

Sr. No.	Choice Based Credit System	Remarks
1	Major Subjects	Accountancy and Financial Management II
		Commerce II
2	Minor Subject	Micro Economics II
3	Vocational Course	Financial Mathematics and Statistics using MS-Excel II
4	Ability Enhancement Courses (AEC)	Communication Skills in English II
5	Value Addition Course	Contemporary India: Values and Issues II
6	Indian Knowledge System	Introduction to Indian Knowledge Systems II
7	General Elective (Students have to choose any one subject from the open elective option)	Environmental Education: II: Green Entrepreneurship
		Classics of World Literature II
		History of Mumbai (1947 CE to 2000 CE)

### First Year Semester II Internal and External Detailed Scheme

Sr No	Subject Title	Periods Per Week						Credit	SLE/PA	Internals				Total Marks
		Units	SL	L	T	P	CT			AP	T	SEE		
1	Accountancy and Financial Management II	4	20%*	4	0	0	4	15	20	5	40	60	100	
2	Commerce II - Service Sector	4	20%*	4	0	0	4	15	20	5	40	60	100	
3	Micro Economics II	4	20%*	4	0	0	4	15	20	5	40	60	100	
4	Financial Mathematics & Statistics using MS-Excel II	4	--	0	0	2	1	-	-	-	25	-	25	
5	Communication Skills in English II	3		1	1	0	2	15	-	5	20	30	50	
6	Contemporary India: Values and Issues II	2	20%*	2	0	0	2	-	15	5	20	30	50	
7	Introduction to Indian Knowledge Systems II	1		1	0		1	20	-	5	25	-	25	
8	Environmental Education: II: Green Entrepreneurship	2		0	0	2	2	15	-	5	20	30	50	
9	Classics of World Literature II	2		0	0	2	2	15	-	5	20	30	50	
10	History of Mumbai (1947 CE to 2000 CE)	2		0	0	2	2	15	-	5	20	30	50	
							20		Total Marks			500		

SL: Self Learning, L: Lecture, T: Tutorial, P: Practical, C: Credit, SLE: Self learning evaluation, PA: Project Assessment, CT: Commutative Test, AP: Active Participation, SEE: Semester End Examination, TA: Teacher Assessment

### First Year Semester – II Units – Topics – Teaching Hours

SrNo	Subject Code	Subject Unit Title		Lectures	Total No. of hours	Credit	Total Marks
1	Accountancy and Financial Management II	I	Accounting from Incomplete Records	18	60	4	100
		II	Accounting for Hire Purchase	12			
		III	Branch Accounts	18			
		IV	Fire Insurance Claims	12			
2	Commerce II - Service Sector	I	Business and Trends	15	60	4	100
		II	Entrepreneurship	15			
		III	Business Environment	15			
		IV	Business Planning	15			
3	Micro Economics II	I	Market Structure	15	60	4	100
		II	Pricing and Output Decisions under Imperfect Competition	15			
		III	Pricing practices	15			
		IV	Capital budgeting	15			
4	Financial Mathematics & Statistics using MS-Excel II	I	Measures of Central Tendency	3	30 (15 practicals of two hours each)	1	25
		II	Measures of Dispersion	3			
		III	Correlation and Regression	3			
		IV	Time Series and Index Numbers	3			
		V	Revision /Extra	3			
5	Communication Skills in English II	I	Emails	5	30	2	50
		II	Report Writing	5			
		III	Creative Writing	5			
6		I	Constitution of India	15	30	2	50

	Contemporary India: Values and Issues II	II	Environmental commitments and Yoga	15			
7	Introduction to Indian Knowledge Systems II	I	Overview of Indian scientific thought	7	15	1	25
		II	'Katha'	8			
8	Environmental Education: II: Green Entrepreneurship	I	Basics of Green Entrepreneurship	15	30	2	50
		II	Essentials and Skills of Green Entrepreneurship	15			
9	Classics of World Literature II	I	Introduction to Poetry and Novella	6	30	2	50
		II	Poetry	12			
		III	Novella	12			
10	History of Mumbai (1947 CE to 2000 CE)	I	Social Landscape	15	30	2	50
		II	Cultural Landscape	15			
			Total			20	500

- **Lecture Duration – 1 hr**  
**One credit = 15 hours of lectures and 30 hours of practicals**

### **Part 4 - Detailed Scheme**

**Curriculum Topics along with Self-Learning topics** - to be covered, through self-learning mode along with the respective Unit. Evaluation of self-learning topics to be undertaken before the concluding lecture instructions of the respective Unit.

# SEMESTER II

## COURSE : ACCOUNTANCY & FINANCIAL MANAGEMENT II

Course	Course Category	No of Credits	No of units	Formative Assessment	Summative Assessment	Total Mark
Accountancy & Financial Management - II	Major	4	4	40	60	100

Unit no.	Content	No. Of lectures
1	<b>Accounting from Incomplete Records</b> 1.1 Introduction 1.2 Problems on preparation of final accounts of Proprietary Trading Concern (conversion method only)	18
2	<b>Accounting for Hire Purchase</b> 2.1 Meaning; 2.2 Calculation of interest; 2.3 Accounting for hire purchase transactions by asset purchase method based on full cash price; 2.4 Journal entries, ledger accounts and disclosure in balance sheet (extract) for hirer and vendor (excluding default, repossession and calculation of cash price).	12
3	<b>Branch Accounts</b> 3.1 Meaning/ Classification of branch; 3.2 Accounting for Dependent Branch not maintaining full books: 3.2.1 Debtors method 3.2.2 Stock and Debtors method.	18
4	<b>Fire Insurance Claims</b> 4.1 Ascertainment of the value of Closing stock on the date of fire. 4.2. Computation of loss of stock by fire;	12

	4.3 Concept of Average Clause. 4.4 Ascertainment of Claim. Exclude: Loss of Profit and Consequential Loss.	
TOTAL		60

### Self-Learning topics (Unit wise)

Sr.No	Topic
1.	<b>Accounting from Incomplete Records</b> Concept of Converting incomplete records maintained under single entry system into double entry system with numeric example
2.	<b>Accounting for Hire Purchase</b> Concept of Accounting for hire purchase in the books of vendor and hire purchaser with numeric example
3.	<b>Branch Accounts</b> Concept of Accounting for Dependent Branch with numeric example
4.	<b>Fire Insurance Claims</b> Concept of ascertainment of fire insurance claim with numeric example

Note : Selection of SLE topics from the above, will be as per the discretion of the faculty

### Online Resources

[https://www.icai.org/post.html?post\\_id=17757](https://www.icai.org/post.html?post_id=17757)

[https://archive.mu.ac.in/myweb\\_test/bcomstudy.html](https://archive.mu.ac.in/myweb_test/bcomstudy.html)

### Reference Books

1. "Accountancy & Financial Management- I, F.Y.B.COM Aina pure, Manan Prakashan."
2. "Accountancy & Financial Management- I F.Y.B.COM Sheth Publication."
3. "Accountancy & Financial Management- II, F.Y.B.COM Aina pure, Manan Prakashan."
4. "Accountancy & Financial Management- II F.Y.B.COM Sheth Publication."
5. Introduction to Accountancy by T. S. Grewal, S. Chand and Company (P) Ltd., New Delhi
6. Advance Accounts by Shukla & Grewal, S. Chand and Company (P) Ltd., New Delhi
7. Advanced Accountancy by R. L Gupta and M Radhaswamy, S. Chand and Company (P) Ltd., New Delhi

8. Financial Accounting by Monga, J.R. Ahuja, Girish Ahuja and Shehgal Ashok, Mayur Paper Back

Sr. No.	Particulars	Marks
1	One class test / online examination to be conducted in the given semester	20 Marks
2	Self-Learning Evaluation	15 Marks
3	Active participation in routine class instructional deliveries	05 Marks
	<b>Total</b>	<b>40 Marks</b>

Semester End Evaluation Paper Pattern		60 marks
Question Number	Particulars	Marks
Q.1) A)	Practical Question	15
<b>OR</b>		
Q.1) B)	Practical Question	15
Q.2) A)	Practical Question	15
<b>OR</b>		
Q.2) B)	Practical Question	15
Q.3) A)	Practical Question	15
<b>OR</b>		
Q.3) B)	Practical Question	15
Q.4) A)	Practical Question	15
<b>OR</b>		
Q4) B)	Short Notes (Any 3 out of 4) (One short note from each unit)	15

**Note: Each of the four questions (Q.1 A or B, Q.2 A or B, Q.3 A or B & Q.4 A) will be from different unit**

**COURSE : COMMERCE II - SERVICE SECTOR**

Course	Course Category	No of Credits	No of units	Formative Assessment	Summative Assessment	Total Mark
Commerce II - Service Sector	Major	4	4	40	60	100

Unit	Content	No. of lectures
<b>1</b>	<p><b>Concept of Services</b></p> <p><b>1.1 Introduction:</b> Meaning, Characteristics, Scope and Classification of Services, Importance of service sector in India.</p> <p><b>1.2 Marketing mix of for services:</b> Consumer Expectations Services Mix - Product, Place, Price, Promotion, Physical Evidence, Process, People and Productivity.</p> <p><b>1.3 Service Strategies:</b> Market Research and Service Development Cycle, Designing and Delivery of Services. Segmentation of Service Market, Reasons for Improper Service Delivery, Managing Demand and Capacity, Opportunities and Challenges in service sector.</p>	15
<b>2</b>	<p><b>Retailing</b></p> <p><b>2.1 Introduction:</b> Concept of Organized and Unorganized Retailing, Trends in Retailing, Growth of Organized Retailing in India, Survival Strategies for Unorganized Retailers.</p> <p><b>2.2 Retail Format:</b> Store Format, Non – Store Format. Store Planning- Design and Layout.</p> <p><b>2.3 Understanding the Retail Consumer:</b> Retail Consumer Behavior, Factors Influencing the Retail Consumer Behaviour, Customer Decision making process, Types of Decision Making, Market Research for understanding Retail Consumer</p> <p><b>2.4 Retail Scenario:</b> Retail Scenario in India and Global context. Prospects and Challenges in India.</p> <p><b>2.5 Mall Management –</b> Retail Franchising, FDI in Retailing, Skills required for Retail Manager, Careers in Retailing.</p>	15
<b>3</b>	<p><b>Recent trends in Service Sector</b></p> <p><b>3.1 ITES Sector:</b> Concept and scope of BPO, KPO, LPO and ERP, Data Analytics, Role of Big Data &amp; Data Warehousing and Mining</p> <p><b>3.2 Banking and Insurance Sector:</b> Evolution of Banking Services in India - ATM, Debit and Credit cards, Forex and Prepaid Gift Cards and Internet Banking - Advantages and Disadvantages.</p> <p><b>3.3 Digitalisation:</b> Basics of Payment Banks, Various types of Payment Gateways - Opportunities and Challenges, Role of NPCI in Digital Payments.</p>	15

	<b>3.4 Insurance Concept</b> , Need, Characteristics and Types, Opening of Insurance Sector for Private Players, Impact of FDI on Banking and Insurance Sector in India.	
<b>4</b>	<b>E-Commerce:</b> <b>4.1 Introduction:</b> Meaning, Features, Functions and Scope of E-Commerce- Importance and Limitations of E-Commerce <b>4.2 Types of E-Commerce:</b> Major activities of B2C, B2B, C2C <b>4.3 Present Status of E-Commerce in India:</b> Transition to E-Commerce in India, E-Transaction Challenges for Indian Corporates; On-line Marketing Research, Recent Trends in E-Commerce	15
		60

### Self-Learning Topics (Unit wise)

Sr. No	Unit	Topics
1	1	Introduction to services, Characteristics of services
2	2	Retail Franchising
3	3	Insurance concept
4	4	Introduction to E-commerce

### Online Resources

<https://nptel.ac.in/courses/110/105/110105038/>

<https://nptel.ac.in/courses/110/105/110105078/>

Choose introduction to service marketing

[http://ugcmooocs.inflibnet.ac.in/ugcmooocs/view\\_module\\_ug.php/220](http://ugcmooocs.inflibnet.ac.in/ugcmooocs/view_module_ug.php/220) ( Choose retailing and select franchising from drop down menu)

[http://ugcmooocs.inflibnet.ac.in/ugcmooocs/view\\_module\\_ug.php/235](http://ugcmooocs.inflibnet.ac.in/ugcmooocs/view_module_ug.php/235) (Select Indian financial markets and services and choose insurance from drop down menu)

[http://ugcmooocs.inflibnet.ac.in/ugcmooocs/view\\_module\\_ug.php/33](http://ugcmooocs.inflibnet.ac.in/ugcmooocs/view_module_ug.php/33)(choose from E-commerce introduction to ecommerce

### Reference Books

1. Business Organisation Management Maheshwari, Rajendra P ,Mahajan, J.P. International Book House
2. A Course Book On Business Environment, Cherunilam ,Francis, Himalaya Pub
3. Essentials Of Business Environment, Aswathappa, Himalaya Pub
4. Strategic Management, Kapoor, Veekkas, Taxmann
5. Entrepreneurship Development, Sharma, K.C., Reegal Book Depot
6. Management Of Service Sector, Bhatia, B S, V P Pub
7. Introduction To E – Commerce, Dhawan, Nidhi, International Book House
8. Retailing Management, Levy Michael., Weitz Barton A, Tata Mcgraw Hill
9. Retailing Management , Swapna Pradhan, Tata Mcgraw, New Delhi.
10. Newman, Andrew J & Cullen, peter: Retailing- Environment and operation: Thomson

<b>Sr. No.</b>	<b>Particulars</b>	<b>Marks</b>
1	One class test / online examination to be conducted in the given semester	20 Marks
2	Self-Learning Evaluation	15 Marks
3	Active participation in routine class instructional deliveries	05 Marks
	<b>Total</b>	<b>40 Marks</b>

<b>Semester End Evaluation Paper Pattern</b>		<b>60 marks</b>
<b>Question Number</b>	<b>Particulars</b>	<b>Marks</b>
<b>Q.1) A)</b>	Question from Module I	<b>8</b>
<b>OR</b>		
<b>Q.1) B)</b>	Question from Module I	<b>8</b>
<b>AND</b>		
<b>Q.1) C)</b>	Question from Module I	<b>7</b>
<b>OR</b>		
<b>Q.1) D)</b>	Question from Module I	<b>7</b>
<b>Q.2) A)</b>	Question from Module II	<b>8</b>
<b>OR</b>		
<b>Q.2) B)</b>	Question from Module II	<b>8</b>
<b>AND</b>		
<b>Q.2) C)</b>	Question from Module II	<b>7</b>
<b>OR</b>		
<b>Q.2) D)</b>	Question from Module II	<b>7</b>

Q.3) A)	Question from Module III	8
<b>OR</b>		
Q.3) B)	Question from Module III	8
<b>AND</b>		
Q.3) C)	Question from Module III	7
<b>OR</b>		
Q.3) D)	Question from Module III	7
Q.4) A)	Question from Module IV	8
<b>OR</b>		
Q.4) B)	Question from Module IV	8
<b>AND</b>		
Q.4) C)	Question from Module IV	7
<b>OR</b>		
Q.4) D)	Question from Module IV	7

**COURSE : MICRO ECONOMICS II**

Course	Course Category	No of Credits	No of units	Formative Assessment	Summative Assessment	Total Mark
Micro Economics II	Minor	4	4	40	60	100

Sr. No.	Modules / Units	No. of lectures
<b>1</b>	<b>Unit I: Market Structure</b> Perfect Competition and Monopoly Perfect competition and Monopoly models as two extreme cases - profit maximization and the competitive firm's supply curve - short run and long run equilibrium of a firm and of industry - Monopoly - Sources of monopoly power – short run and long run equilibrium of a firm under Monopoly	<b>15</b>
<b>2</b>	<b>Unit II:Pricing and Output Decisions under Imperfect Competition</b> Monopolistic competition: Competitive and Monopolistic elements of monopolistic competition- equilibrium of firm under monopolistic competitions, monopolistic verses perfect competition, excess capacity	<b>15</b>

	and inefficiency, debate over role of advertising, (topics to be taught using case studies from real life examples) Oligopolistic Market: Key attributes of oligopoly- Collusive and non-collusive oligopoly market, Price rigidity, Cartels and price leadership models(with practical examples)- Cournot' s model of duopoly- Game theory and Prisoner's Dilemma.	
<b>3</b>	<b>Unit III: Pricing practices</b> Cost oriented pricing methods: cost –plus (full cost)/mark-up pricing, marginal cost pricing, Mark up pricing, discriminating pricing, multiple – product pricing - transfer pricing (case studies on how pricing methods are used in business world)	<b>15</b>
<b>4</b>	<b>Unit IV: Capital budgeting</b> Evaluating capital projects, Meaning and importance of capital budgeting- steps in capital budgeting- Techniques of Investment appraisal: payback period method, net present value method, and internal rate of return method (with numerical examples)	15
		60

#### Self-Learning topics (Unit wise)

Unit	Topics
1	Sources of monopoly power
2	Role of advertising
2	Key attributes of oligopoly- Collusive and non-collusive oligopoly market, Price rigidity, Cartels and price leadership models (with practical examples)- Cournot' s model of duopoly- Game theory and Prisoner's Dilemma.
4	Steps in capital budgeting

#### Online Resources

<a href="https://swayam.gov.in/nd2_imb20_mg38/preview">https://swayam.gov.in/nd2_imb20_mg38/preview</a>
<a href="https://swayam.gov.in/nd1_noc20_mg67/preview">https://swayam.gov.in/nd1_noc20_mg67/preview</a>
<a href="https://swayam.gov.in/nd1_noc20_hs01/preview">https://swayam.gov.in/nd1_noc20_hs01/preview</a>
<a href="https://swayam.gov.in/nd2_cec20_hs26/preview">https://swayam.gov.in/nd2_cec20_hs26/preview</a>
<a href="https://swayam.gov.in/nd2_cec20_hs37/preview">https://swayam.gov.in/nd2_cec20_hs37/preview</a>

#### References

- 1) Mehta, P.L.: Managerial Economics – Analysis, Problem and Cases (S. Chand & Sons, N. Delhi, 2000)
- 2) Hirchey .M., Managerial Economics, Thomson South western (2003)
- 3) Salvatore, D.: Managerial Economics in a global economy (Thomson South Western Singapore, 2001)
- 4) Frank Robert.H, Bernanke. Ben S., Principles of Economics (Tata McGraw Hill (ed.3)
- 5) Gregory Mankiw., Principles of Economics, Thomson South western (2002 reprint)

6) Samuelson & Nordhaus.: Economics (Tata McGraw Hills, New Delhi, 2002) 7) Pal Sumitra, Managerial Economics cases and concepts (Macmillan, New Delhi, 2004)

<b>Sr. No.</b>	<b>Particulars</b>	<b>Marks</b>
1	One class test / online examination to be conducted in the given semester	20 Marks
2	Self-Learning Evaluation	15 Marks
3	Active participation in routine class instructional deliveries	05 Marks
	<b>Total</b>	<b>40 Marks</b>

<b>Semester End Evaluation Paper Pattern</b>		<b>60 marks</b>
<b>Question Number</b>	<b>Particulars</b>	<b>Marks</b>
<b>Q.1) A)</b>	Question from Module I	<b>8</b>
<b>OR</b>		
<b>Q.1) B)</b>	Question from Module I	<b>8</b>
<b>AND</b>		
<b>Q.1) C)</b>	Question from Module I	<b>7</b>
<b>OR</b>		
<b>Q.1) D)</b>	Question from Module I	<b>7</b>
<b>Q.2) A)</b>	Question from Module II	<b>8</b>
<b>OR</b>		
<b>Q.2) B)</b>	Question from Module II	<b>8</b>
<b>AND</b>		
<b>Q.2) C)</b>	Question from Module II	<b>7</b>
<b>OR</b>		
<b>Q.2) D)</b>	Question from Module II	<b>7</b>

<b>Q.3) A)</b>	Question from Module III	<b>8</b>
<b>OR</b>		
<b>Q.3) B)</b>	Question from Module III	<b>8</b>
<b>AND</b>		
<b>Q.3) C)</b>	Question from Module III	<b>7</b>
<b>OR</b>		
<b>Q.3) D)</b>	Question from Module III	<b>7</b>
<b>Q.4) A)</b>	Question from Module IV	<b>8</b>
<b>OR</b>		
<b>Q4) B)</b>	Question from Module IV	<b>8</b>
<b>AND</b>		
<b>Q.4) C)</b>	Question from Module IV	<b>7</b>
<b>OR</b>		
<b>Q.4) D)</b>	Question from Module IV	<b>7</b>

**COURSE : FINANCIAL MATHEMATICS AND STATISTICS USING MS-EXCEL**

**II**

<b>Course</b>	<b>Course Category</b>	<b>No of Credits</b>	<b>No of units</b>	<b>Formative Assessment</b>	<b>Summative Assessment</b>	<b>Total Mark</b>
Financial Mathematics and Statistics using MS-Excel - II	Vocational	1	5	25	-	25

<b>Unit</b>	<b>Content</b>	<b>No. of Practicals</b>
I	<b>Measures of Central Tendency</b> 1 Mean 2 Median, Quartiles Deciles and Percentiles 3 Mode	3
II	<b>Measures of Dispersion</b> 1. Range and coefficient of range	3

	2. Quartile Deviation and coefficient of quartile deviation 3. Mean Deviation and coefficient of mean deviation 4. Standard deviation and coefficient of variation	
III	<b>Correlation and Regression</b> 1. Scatter plot, Karl Pearson's formula, Rank Correlation, Spearman's coefficient 2. Linear Regression, forecasting	3
IV	<b>Time Series and Index Numbers</b> 1. Time Series Analysis, forecasting using time series 2. Index Numbers unweighted and weighted, Laspeyre, Paasche, Fischer, Marshall-Edgeworth and Dorbish-Bowley index numbers	3
V	<b>Revision / Extra Practicals</b>	3

### List of Practicals

1. Mean, Median and Mode.
2. Quartiles, Percentiles and Deciles.
3. Range, Quartile Deviation and their coefficients
4. Mean deviation from mean, median, mode and their coefficients
5. Standard deviation, variance, coefficient of variation
6. Scatter plots
7. Karl Pearson and Spearman's coefficients
8. Plotting linear equations
9. Linear Regression
10. Calculating moving averages
11. Forecasting using time series
12. Index numbers

### Note:

1. One practical will be of two hours each
2. A practical batch will according to the university norms.
3. Students will have to maintain a file/journal in which the practical questions and the output obtained in the practicals will be filed.

### References

1. Microsoft Excel 2016 Bible by John Walkenbach, Wiley India
2. Microsoft Excel 2016 for Dummies by Greg Harvey, Wiley
3. Excel 2016 from scratch: Excel Course with Demos and Exercises by Peter Kalmstrom and Kate Kalmstrom
4. Mathematics for Economics and Finance Methods and Modelling by Martin Anthony and Norman Biggs, Cambridge University Press
5. Business Mathematics by D.C.Sancheti and V.K.Kapoor, Sultan Chand & Sons

6. Mathematics for Business and Economics by J.D.Gupta, P.K.Gupta and ManMohan, TataMc-Graw Hill Publishing Co.Ltd.
7. Quantitative Methods-Part-I by S.Saha and S.Mukerji, New Central Book Agency
8. Investments by J.C.Francis & R.W.Taylor, Schaum's Outlines, Tata Mc-GrawHill
9. Operations Research by Gupta and Kapoor
10. Statistical Methods by S.G.Gupta, S.Chand &Co
11. Statistics for Management by Levin & Rubin, Prentice Hall of India
12. Statistics - Theory, Method & Applications by D.S.Sancheti & V.K.Kapoor
13. Modern Business Statistics (Revised) by B.Pearles & C.Sullivan –Prentice Hall of India.
14. Business Mathematics & Statistics by B Aggarwal, Ane Book Pvt.Limited

**Software Requirement:**

Microsoft Excel 2016 or above

Sr. No.	Particulars	Marks
1	Journal consisting of output of at least 9 practicals	5 Marks
2	Practical examination at end of Semester	20 Marks
	<b>Total</b>	<b>25 Marks</b>

**COURSE : COMMUNICATION SKILLS IN ENGLISH II**

Course	Course Category	No of Credits	No of units	Formative Assessment	Summative Assessment	Total Mark
Communication Skills in English II	Ability Enhancement Course	2	3	20	30	50

Unit	Content	No. of Hours
I	<b>Emails</b> 1.1 Enquiry 1.2 Invitation 1.3 Thank You 1.4 Permission	5
II	<b>Report Writing</b> 2.1 Eyewitness Report 2.2 Activity Report	5

	2.3 Newspaper Report	
III	<b>Creative Writing</b> 3.1 Story Writing 3.2 Dialogue Writing 3.3 Blog Writing	5
		15

**No. of lectures per week: 01 lecture + 01 tutorial\***

\*The number of students in each tutorial batch shall be 25 students. The last batch in a division may however have 20 students.

**Suggested Topics for Tutorials: (for both semesters)**

1. Fundamentals of Grammar
2. Vocabulary Building and Language Games
3. Editing Sentences and longer passages
4. Summarization
5. Stress Marking
6. Phonology
7. Reading Skills
8. Listening Skills
9. Speaking Skills and Pronunciation
10. Debates / Speeches
11. Book / Film Reviews

**References**

1. Bansal, R.K. and J.B. Harrison, *Spoken English: A Manual of Speech and Phonetics* New Delhi: Orient Black Swan, 4th edn, 2013).
2. Bellare, Nirmala. *Reading Strategies. Vols. 1 and 2.* New Delhi. Oxford University Press, 1998.
3. Bhasker, W. W. S & Prabhu, N. S.: *English through Reading, Vols. 1 and 2.* Macmillan, 1975.
4. Brown, Ralph: *Making Business Writing Happen: A Simple and Effective Guide to Writing Well.* Sydney: Allen and Unwin, 2004.
5. Dev, Anjana Neira (2009). *Creative Writing: A Beginner's Manual.* Pearson, Delhi, 2009.
6. Doff, Adrian and Christopher Jones. *Language in Use (Intermediate and Upper Intermediate).* Cambridge: CUP, 2004.
7. Doughty, P. P., Thornton, J. G. *Language in Use.* London: Edward Arnold, 1973.
8. Eastwood, John. (2005) *Oxford Practice Grammar.* Oxford, OUP
9. Freeman, Sarah. *Written Communication.* New Delhi: Orient Longman, 1977.
10. Glendinning, Eric H. and Beverley Holmstrom. *Second edition. Study Reading: A Course in Reading Skills for Academic Purposes.* Cambridge: CUP, 2004
11. Grellet, F. *Developing Reading Skills,* Cambridge: Cambridge University Press, 1981.

12. Hamp-Lyons, Liz and Ben Heasley. *Second edition. Study Writing: A Course in Writing Skills for Academic Purposes*. Cambridge: CUP, 2006
13. Jakeman, Vanessa and Clare McDowell. *Cambridge Practice Test for IELTS 1*. Cambridge: CUP, 1996.
14. Maley, Alan and Alan Duff. *Second Edition. Drama Techniques in Language Learning* Cambridge: CUP, 1983.
15. Mohan Krishna & Banerji, Meera: *Developing Communication Skills*. New Delhi: Macmillan India, 1990.
16. Mohan Krishna & Singh, N. P. *Speaking English Effectively*. New Delhi: Macmillan India, 1995.
17. Morley, David. *The Cambridge Introduction to Creative Writing*. Cambridge, New York, 2007.
18. Narayanaswami, V. R. *Organised Writing, Book 2*. New Delhi: Orient Longman.
19. *Reading & Thinking in English, Four volumes* The British Council Oxford University Press, 1979-1981.
20. Lesikar, R.V. & Flatley, M.E.; *Basic Business Communication Skills for Empowering the Internet Generation*, Tata McGraw Hill Publishing Company Ltd. New Delhi.
21. Ludlow, R. & Panton, F.; *The Essence of Effective Communications*, Prentice Hall of India Pvt. Ltd., New Delhi.
22. Sasikumar, V., Kiranmai Dutt and Geetha Rajeevan. *A Course in Listening and Speaking I & II*. New Delhi: Foundation Books, Cambridge House, 2006.
23. Savage, Alice, et al. *Effective Academic Writing*. Oxford: OUP, 2005.
24. Wallace, Michael. *Study Skills*. Cambridge: CUP, 2004.
25. Widdowson, H. G.: *English in Focus. English for Social Sciences*. Oxford University Press

### **Webliography:**

1. <http://www.onestopenglish.com>
2. [www.britishcouncil.org/learning-learn-english.htm](http://www.britishcouncil.org/learning-learn-english.htm)
3. <http://www.teachingenglish.org.uk>
4. <http://www.usingenglish.com/>
5. Technical writing PDF (David McMurrey)
6. <http://www.bbc.co.uk/>
7. <http://www.pearsoned.co.uk/AboutUs/ELT/>
8. <http://www.howisay.com/>
9. <http://www.thefreedictionary.com/>
10. <https://www.merriam-webster.com/games>
11. <https://www.nytimes.com/puzzles/letter-boxed>
12. Jon Ingold - Sparkling Dialogue: A Masterclass.” *YouTube*, 1 Dec. 2018, [www.youtube.com/watch?v=\\_vRfNtvFVRo](http://www.youtube.com/watch?v=_vRfNtvFVRo).

Sr. No.	Particulars	Marks
1	Self-Learning Evaluation	15 Marks
2	Active participation in routine class instructional deliveries	05 Marks
	<b>Total</b>	<b>20 Marks</b>

Semester End Evaluation Paper Pattern		30 marks
Question Number	Particulars	Marks
Q.1) A)	Emails from Module I	10
<b>OR</b>		
Q.1) B)	Emails from Module I	10
Q.2) A)	Report Writing (250 words) Module II	10
Q.3) A)	Creative Writing (Story Writing, Dialogue Writing, Blog Writing) (200-250 words) from Module III	10
<b>OR</b>		
Q.3) B)	Creative Writing (Story Writing, Dialogue Writing, Blog Writing) (200-250 words) from Module III	10

**COURSE : CONTEMPORARY INDIA : VALUES AND ISSUES II**

Course	Course Category	No of Credits	No of units	Formative Assessment	Summative Assessment	Total Mark
Contemporary India : Values and Issues II	Value Addition Course	2	2	20	30	50

Unit	Content	No. of Lectures
1	<b>A. Constitution of India -I</b> 1.1. Introduction to Constitution – Basic structure. 1.2. Constitutional Values-secularism, equality, liberty, fraternity, federalism, unity and integrity, sovereignty.	15

	<p><b>B. Constitution of India -II</b></p> <p>1.3. Fundamental Rights</p> <p>1.4. Directive Principles of State Policy</p>	
2	<p><b>A. Environmental commitments.</b></p> <p>2.1. Disaster Management- natural and human-made disasters, mitigation measures.</p> <p>2.2. Green Business and Green consumerism.</p> <p><b>B. Yoga</b></p> <p>2.3. Basics of Yoga - Definition, goal and purpose, benefits and limitations of Yoga. Patanjali's Ashtanga Yoga.</p> <p>2.4. Yoga for wellness and health- WHO definition of health, classification for health, diet for health, management of stress through yoga.</p>	15

## References

1. Baruah, A. (2007). *Preamble of the constitution of India: An Insight and comparison with other constitutions*. Deep & Deep.
2. Basu, D. D., & Lakshmanan, A. (2009). *Shorter constitution of India*. LexisNexis Butterworth Wadhwa Nagpur.
3. Bhargava, R. (2010). *Politics and ethics of the Indian Constitution*. Oxford University Press.
4. Bhogal, R. S., *Yoga and mental health*, published by Kaivalyadhama.
5. Chandoke, Neera (1999), *Beyond secularism: The rights of religious minorities*. Delhi: Oxford University Press.
6. Choudhry, S., Khosla, M., & Mehta, P. B. (2016). *The Oxford Handbook of the Indian constitution*. Oxford University Press.
7. DE, R. (2018). *A people's constitution*. Princeton University Press.
8. Furer Christoph Von-Haimendorf (1992), *Tribes of India, the Struggle for Survival*, Berkely: University of California Press.
9. Gadgil Madhav & Guha Ramchandra (1995), *Ecology and Equity: The Use and Abuse of Nature in Contemporary India*, Penguin Books India.
10. Jahanbegloo, R., & Thapar, R. (2008). *India revisited: Conversations on contemporary India*. Oxford University Press.
11. Kashyap, S. C. (2011a). *Our Constitution: An introduction to India's constitution and Constitutional Law*. National Book Trust, India.
12. Kashyap, S. C. (2011b). *Our Parliament: An introduction to the Parliament of India*. National Book Trust, India.
13. Managi and Kumar (2009), *The Economics of Sustainable Development: The Case of India*, New York: Springer.
14. Patra, A.D. (2010), *Infrastructure, Development and Regional Disparity: An interstate analysis*, Indian Economics Association, Deep and Deep Publications.

15. Rathore, A. S. (2022), *Ambedkar's Preamble: A secret history of the constitution of India*. Vintage Books.

16. Nagratna, R. Dr. & Nagendra, H. R. Dr *Positive Health*, published by SVYASA, Bangaluru.

Sr. No.	Particulars	Marks
1	One class test / online examination to be conducted in the given semester	15 Marks
2	Active participation in routine class instructional deliveries	05 Marks
	<b>Total</b>	<b>20 Marks</b>

Semester End Evaluation Paper Pattern		30 marks
Question Number	Particulars	Marks
Q.1) A)	Question from Module I	10
<b>OR</b>		
Q.1) B)	Question from Module I	10
Q.2) A)	Question from Module II	10
<b>OR</b>		
Q.2) B)	Question from Module II	10
Q.3)	Short Note Question from Module I and II (Attempt Any 2 out of 4)	10

**COURSE : INTRODUCTION TO INDIAN KNOWLEDGE SYSTEM – II**

Course	Course Category	No of Credits	No of units	Formative Assessment	Summative Assessment	Total Mark
Introduction to Indian Knowledge system II	IKS	1	2	25	-	25

Unit	Content	No. of lectures
1	<p><b>Overview of Indian scientific thought</b></p> <ol style="list-style-type: none"> <li>1. Mathematics, Geometry, Astronomy, Chemistry,</li> <li>2. Health sciences</li> <li>3. Yoga.</li> </ol>	15
2	<p><b>Katha</b></p> <ol style="list-style-type: none"> <li>1. Tales, stories and storytelling tradition of India- Indian Folk tales</li> <li>2. Buddhist Jataka stories, Gatha Saptasahati, Hitopadesha, Panchatantra</li> <li>3. Folklore from Northeast India.</li> </ol>	15

### References

1. Basham, A. L. (1987), *The Wonder that was India*, Sidgwick & Jackson Ltd., London
2. Chattopadhyaya, Deviprasad (1977), *Science and Society in Ancient India*, Research India Publications
3. Jha, Amit (2009), *Traditional Knowledge System in India*, Atlantic Publishers, New Delhi.
4. Jha, D. N. (2004), *Early India, A Concise History*, Manohar Publishers & Distributors.
5. Jha, D. N. (1993), *Economy and Society in Early India: Issues and Paradigms*, Munshiram Manoharlal Publishers
6. Singh, Sahana (2022), *Revisiting the Educational Heritage of India*, Global Collective Publishers.
7. Sen, Amartya (2005), *Argumentative Indian*, Allan Lane.
8. Singh, Upinder (2008), *A History of Ancient and Early Medieval India: From the Stone Age to the 12<sup>th</sup> Century*, Pearson Education India.
9. Thapar, Romila (2018), *Indian Cultures as Heritage: Contemporary Pasts*, Aleph Book Company.
10. Thapar, Romila (2014), *The Past as Present: Forging Contemporary Identities Through History*, Aleph Book Company.

Sr. No.	Particulars	Marks
1	Self-Learning Evaluation	20 Marks

2	Active participation in routine class instructional deliveries	05 Marks
	<b>Total</b>	<b>25 Marks</b>

**COURSE : ENVIRONMENTAL EDUCATION : GREEN ENTREPRENEURSHIP**

Course	Course Category	No of Credits	No of units	Formative Assessment	Summative Assessment	Total Mark
Environmental Education : Green Entrepreneurship	Multidiscipline Elective	2	2	20	30	50

Unit	Content	No. of Lectures
I	<p><b>Basics of Green Entrepreneurship (15 hours)</b></p> <p><b>1.1 Understanding the Basics:</b> Green Economy, Entrepreneurship, Green Entrepreneurship, Scope, Societal Need for Green Entrepreneurship, Governmental position on GE.</p> <p><b>1.2.</b> Green Business and Green Consumerism, Sustainable Business Models, Case Study of Successful Green Entrepreneurship models ( SLE ), Green Technology, Green Fuels &amp; Efficient Technologies, Green Buildings.</p> <p><b>1.3</b> Role of youth in Green Entrepreneurship, awareness, leadership, Green Jobs and Startups (SLE)</p>	15
II	<p><b>Essentials and Skills of Green Entrepreneurship (15 hours)</b></p> <p>2.1 Developing the opportunity: Innovative concepts in GE. Green modelling</p> <p>2.2. How to make a successful business with GE- Conceptualizing, pitching, planning (SLE/Project)</p> <p>2.3 Requisite Personal Enterprising Skills and Behaviors, Gender inclusion and sensitivity</p>	15

**Resources: Books**

1. Gunter Pauli, ( 2017) Blue Economy 3.0: The Marriage of Science, Innovation and Entrepreneurship Creates a New Business Model that Transforms Society, Xlibris Publishers.
2. Adams Bill, ( 2021),Green Development: Environment And Sustainability In A Developing World,Routledge Publishers.
3. Jones Geoffrey , ( 2017) Profits and Sustainability: A History of Green Entrepreneurship, OUP Oxford; Illustrated edition .

<b>Sr. No.</b>	<b>Particulars</b>	<b>Marks</b>
1	Self-Learning Evaluation	15 Marks
2	Active participation in routine class instructional deliveries	05 Marks
	<b>Total</b>	<b>20 Marks</b>

<b>Semester End Evaluation Paper Pattern</b>		<b>30 marks</b>
<b>Question Number</b>	<b>Particulars</b>	<b>Marks</b>
<b>Q.1) A)</b>	Question from Module I	<b>10</b>
<b>OR</b>		
<b>Q.1) B)</b>	Question from Module I	<b>10</b>
<b>Q.2) A)</b>	Question from Module II	<b>10</b>
<b>OR</b>		
<b>Q.2) B)</b>	Question from Module II	<b>10</b>
<b>Q.3)</b>	Short Note Question from Module I and II (Attempt Any 2 out of 4)	<b>10</b>

**COURSE : CLASSICS OF WORLD LITERATURE II**

<b>Course</b>	<b>Course Category</b>	<b>No of Credits</b>	<b>No of units</b>	<b>Formative Assessment</b>	<b>Summative Assessment</b>	<b>Total Mark</b>
Classics of World Literature II	Multidiscipline Elective	2	3	20	30	50

Unit	Content	No. of hours
I	<p><b><u>Introduction to Poetry and Novella</u></b></p> <ol style="list-style-type: none"> <li>Elements of Poetry (form, structure, verse, metre, stanzas, sound devices, voice, figurative language, imagery, rhyme, rhythm, diction, mood, tone, theme)</li> <li>Elements of Novella (plot, character, theme, setting, conflict, point of view, style)</li> </ol>	6
II	<p><b><u>Poetry</u></b></p> <ol style="list-style-type: none"> <li>Robert Browning: <i>My Last Duchess</i> (1842)</li> <li>Wilfred Owen: <i>Strange Meeting</i> (1919)</li> <li>Langston Hughes: <i>I Too Sing America</i> (1926)</li> <li>Sylvia Plath: <i>Daddy</i> (1962)</li> </ol>	12
III	<p><b><u>Novella</u></b></p> <ol style="list-style-type: none"> <li>Franz Kafka: <i>The Metamorphosis</i> (1915)</li> </ol> <p><b>OR</b></p> <ol style="list-style-type: none"> <li>Ernest Hemingway: <i>The Old Man and the Sea</i> (1952)</li> </ol>	12

**Suggested topics for Formative Assessment:**

- Critical Appreciation of Poetry across cultures
- Composing poems/Genre Changing and Retelling
- Analysing Screen Adaptations of Novellas

**References:**

- Browning Robert. *My Last Duchess* (1842), Revelation Press, 2023.
- Hemingway Ernest. *The Old Man and the Sea* (1952), Princeton: Princeton University Press, 1952.
- Hughes Langston. *I Too Sing America* (1926), Little Bee Books, 2021
- Kafka Franz. *The Metamorphosis and Other Stories* (S. Applebaum, Trans.). Dover Publications, 1915.
- Owen, Wilfred. *Strange Meeting* (1919). *Wilfred Owen*. Faber and Faber, 2014.
- Plath Sylvia. *Daddy* (1842), *Books and Writers*, Finland, Public Library. Archived from the original on 27 August 2008.

**Secondary Sources**

- Barbara Perkins, Robyn Warhol, and George Perkins (eds.) *Women's Work – An Anthology of American Literature*. New York: McGraw-Hill, Inc., 1994.
- Beach, Christopher. *The Cambridge Introduction to Twentieth Century American Poetry*. Cambridge University Press, 2003.
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- Bloom, Harold ed. *Poets of World War I, Wilfred Owen & Isaac Rosenberg*. New York: Chelsea House Publications, 2002, pp. 15-26.
- Brombert, Victor. "Meanings and Indeterminacy in Gogol's 'The Overcoat.'" "

- Proceedings of the American Philosophical Society*, vol. 135, no. 4, 1991, pp. 569–75.
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<http://englishwww.ucla.edu/individuals/mcgraw/wallpaper/senses.htm> (1998)
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  12. Elam, Keir. *The Semiotics of Theatre and Drama*. New Accents Ser. 1980.
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  15. Hill, Errol and James Hatch. *A History of African American Drama*. Cambridge University Press, 2003.
  16. Hight, Gilbert, *The Classical Tradition: Greek and Roman Influences on Western Literature* (Reissued ed.). Oxford University Press. 1985.
  17. Kendall, Tim. *The Oxford Handbook of British and Irish War Poetry*. Ebook, Oxford UP, 2007.
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  19. Lane, Ann J. *To Herland and Beyond: The Life and Work of Charlotte Perkins Gilman*. New York: Pantheon Books, 1990.
  20. Lehman, David. (ed) *The Oxford Book of American Poetry*. OUP, 2006.
  21. Leibowitz, Judith *Narrative Purpose in the Novella*, Introduction, Walter de Gruyter, 2013.
  22. Lohafer, Susan. *Reading for Storyness: Preclosure Theory, Empirical Poetics, and Culture in the Short Story*. Baltimore, MD: Johns Hopkins University Press. 2003.
  23. Meyer, Sandra L. "Examining Oppression Through the Lives and Stories of Sylvia Plath and Charlotte Perkins Gilman." *Inquiries Journal/Student Pulse* 2.01 (2010).
  24. Stilman, Leon. "Gogol's 'Overcoat'-Thematic Pattern and Origins." *The American Slavic and East European Review*, vol. 11, no. 2, 1952, pp. 138–48.
  25. Strachan, John R.; Terry, Richard G. *Poetry: An Introduction*. Edinburgh University Press. 2000.
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<b>Sr. No.</b>	<b>Particulars</b>	<b>Marks</b>
1	Self-Learning Evaluation	15 Marks
2	Active participation in routine class instructional deliveries	05 Marks
	<b>Total</b>	<b>20 Marks</b>

<b>Semester End Evaluation Paper Pattern</b>		<b>30 marks</b>
<b>Question Number</b>	<b>Particulars</b>	<b>Marks</b>
<b>Q.1) A)</b>	Question from Module I	<b>10</b>
<b>OR</b>		
<b>Q.1) B)</b>	Question from Module I	<b>10</b>
<b>Q.2) A)</b>	Question from Module II	<b>10</b>
<b>OR</b>		
<b>Q.2) B)</b>	Question from Module II	<b>10</b>
<b>Q.3) A)</b>	Question from Module III	<b>10</b>
<b>OR</b>		
<b>Q.3) B)</b>	Question from Module III	<b>10</b>

**COURSE : HISTORY OF MUMBAI (1947 CE TO 2000 CE)**

<b>Course</b>	<b>Course Category</b>	<b>No of Credits</b>	<b>No of units</b>	<b>Formative Assessment</b>	<b>Summative Assessment</b>	<b>Total Mark</b>
History of Mumbai (1947 CE to 2000 CE)	Multidiscipline Elective	2	2	20	30	50

Unit	Content	No. of hours
1	<b>Social Landscape</b> a) Koliwadas, Girangaon b) Bhendi Bazaar, Girgaon c) Dharavi, Ramabai Ambedkar Nagar	15
2	<b>Cultural Landscape</b> a) Cricket, Film Industry b) Trends in Literature: Marathi and English a) Theatre, Kala Ghoda Festival	15

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#### English Books:

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- Chandavarkar, R., *The Origins of Industrial Capitalism in India*, Cambridge Univ. Press, New Delhi, 1994
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- Piramal Gita, *Business Maharajas*, Viking, 1996.
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#### Marathi Books:

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- Phadke, Y.D., *Visavya Shatkatil Maharashtra, Vol. 6, 7,8*, Mauj Prakashan, Mumbai, 2007
- Samant Bal, *Ek Hoti Mumbai*, Parchure Prakashan Mandir, Mumbai, 2004
- Unique Features, *Ardhi Mumbai*, Samkalin Prakashan, Pune, 2010

<b>Sr. No.</b>	<b>Particulars</b>	<b>Marks</b>
1	Self-Learning Evaluation	15 Marks
2	Active participation in routine class instructional deliveries	05 Marks
	<b>Total</b>	<b>20 Marks</b>

<b>Semester End Evaluation Paper Pattern</b>		<b>30 marks</b>
<b>Question Number</b>	<b>Particulars</b>	<b>Marks</b>
<b>Q.1) A)</b>	Question from Module I	<b>10</b>
<b>OR</b>		
<b>Q.1) B)</b>	Question from Module I	<b>10</b>
<b>Q.2) A)</b>	Question from Module II	<b>10</b>
<b>OR</b>		
<b>Q.2) B)</b>	Question from Module II	<b>10</b>
<b>Q.3)</b>	Short Note Question from Module I and II (Attempt Any 2 out of 4)	<b>10</b>

**Dr Rita Khatri**  
**Chairperson -BOS (Commerce and Management)**