



CHRISTIAN EMINENT COLLEGE, INDORE

(Academy of Management, Professional Education & Research)

An Autonomous Institution Established in 1996

NAAC (UGC) Accredited WITH GRADE "A"

F-Sector, H.I.G., Ravi Shankar Shukla Nagar Main Road, Indore (M.P.) – 452011

2022-23

Scheme of Examination (Revised under NEP - As per Ordinance 14-A)



CBCS System
Scheme of Examination
&
Syllabus
For
Bachelor of Commerce
(B.Com.)
Part I – Semester I & II
SESSION 2022-23

CHRISTIAN EMINENT COLLEGE, INDORE

ACADEMY OF MANAGEMENT, PROFESSIONAL EDUCATION & RESEARCH

An Autonomous Institution Established in 1996

AFFILIATED TO DEVI AHILYA VISHWAVIDYALAYA, INDORE

F-SECTOR, R.S.S. NAGAR, H.I.G. MAIN ROAD, INDORE



CHRISTIAN EMINENT COLLEGE, INDORE

(Academy of Management, Professional Education & Research)

An Autonomous Institution Established in 1996

NAAC (UGC) Accredited WITH GRADE "A"

F-Sector, H.I.G., Ravi Shankar Shukla Nagar Main Road, Indore (M.P.) – 452011

2022-23

Scheme of Examination (Revised under NEP - As per Ordinance 14-A)

B.Com. Part I – Semester I

COURSE TYPE	COURSE NAME	COURSE CODE	COURSE TITLE	CREDITS	TOTAL HOURS	LECTURE HOURS PER WEEK	MIN. GRADE POINT OUT OF 10
MAJOR	BCM – T 101						
	Commerce	BCM – T 101	Financial Accounting	06	90	04	04
MINOR	BCM – T 102						
	Commerce	BCM – T 102	Business Organization and Communication-I	06	90	04	04
GENERIC ELECTIVE ANY ONE	BCM – T/P 103						
	Commerce	NPGE-T102	Banking Institutions of India-I	04	60	04	04
	Commerce	NPGE-T103	Business Economics-I	04	60	04	04
	Commerce	NPGE-T105	Business Organization and Management -I	04	60	04	04
	Computer Application	NPGE-T107	Computer Fundamental-I	03	45	03	04
		NPGE-P107	Practical on Computer Fund.-I	01	30	02	04
ABILITY ENHANCEMENT	BCM – T 105						
		NPAE-T101	Hindi Language – Bhasha aur Snaskrati	02	30	02	04
		NPAE-T102	Environmental Education	02	30	02	04
TOTAL				20			



CHRISTIAN EMINENT COLLEGE, INDORE

(Academy of Management, Professional Education & Research)

An Autonomous Institution Established in 1996

NAAC (UGC) Accredited WITH GRADE "A"

F-Sector, H.I.G., Ravi Shankar Shukla Nagar Main Road, Indore (M.P.) – 452011

2022-23

Scheme of Examination (Revised under NEP - As per Ordinance 14-A)

B.Com. Part I – Semester I

Course Name	Course Code	Max. Marks				TOTAL MARKS	Min. Marks			
		Theory Examination		Practical Examination			Theory Exam.		Practical Marks	
		External	Internal	External	Internal		External	Internal	External	Internal
MAJOR COURSES (ANY ONE) TYPE 1 - CREDIT 06 (06+00)										
Commerce	BCM – T101	60	40	-	-		21	14	-	-
MINOR COURSES (ANY ONE) TYPE 1 - CREDIT 06 (06+00)										
Commerce	BCM – T102	60	40	-	-		21	14	-	-
GENERIC ELECTIVE COURSES (ANY ONE) TYPE 1 - CREDIT 04 (04+00)										
Commerce	NPGE-T102	60	40	-	-		21	14	-	-
Commerce	NPGE-T103	60	40	-	-					
Commerce	NPGE-T105	60	40	-	-					
GENERIC ELECTIVE COURSES (ANY ONE) TYPE 2 - CREDIT 04 (03+01)										
Computer Application	NPGE-T107	60	40	-	-		21	14	-	-
Practical on CA	NPGE-P107	-	-	100	-		-	-	35	-
ABILITY ENHANCEMENT - CREDIT 04 (04+00)										
Hindi Language – Bhasha aur Snaskrati	NPAE-T110	30	20	-	-		11	7	-	-
Environmental Education	NPAE-T111	30	20	-	-		11	7	-	-
TYPE 1 - 03 Theory										
TOTAL MARKS		400		-			200		-	
TYPE 2 - 02 Theory + 01 Theory + Practical										
TOTAL MARKS		500		-			250		-	



CHRISTIAN EMINENT COLLEGE, INDORE

(Academy of Management, Professional Education & Research)

An Autonomous Institution Established in 1996

NAAC (UGC) Accredited WITH GRADE "A"

F-Sector, H.I.G., Ravi Shankar Shukla Nagar Main Road, Indore (M.P.) – 452011

2022-23

Scheme of Examination (Revised under NEP - As per Ordinance 14-A)

B.Com. Part I – Semester II

COURSE TYPE	COURSE NAME	COURSE CODE	COURSE TITLE	CREDITS	TOTAL HOURS	LECTURE HOURS PER WEEK	MIN. GRADE POINT OUT OF 10
MAJOR	BCM – T 201						
	Commerce	BCM – T 201	Business Regulatory Framework	06	90	04	04
MINOR	BCM – T 202						
	Commerce	BCM – T 202	Business Organization and Communication-II	06	90	04	04
GENERIC ELECTIVE ANY ONE	BCM – T/P 203						
	Commerce	NPGE-T202	Banking Institutions of India-II	04	60	04	04
	Commerce	NPGE-T203	Business Economics-II	04	60	04	04
	Commerce	NPGE-T205	Business Organization and Management -II	04	60	04	04
	Computer Application	NPGE-T207	Computer Fundamental-II	03	45	03	04
		NPGE-P207	Practical on Computer Fund.-II	01	30	02	04
ABILITY ENHANCEMENT	BCM – T 205						
		NPAE-T201	English Language and Indian Culture	02	30	02	04
		NPAE-T202	Yoga and Meditation	02	30	02	04
TOTAL				20			



CHRISTIAN EMINENT COLLEGE, INDORE

(Academy of Management, Professional Education & Research)

An Autonomous Institution Established in 1996

NAAC (UGC) Accredited WITH GRADE "A"

F-Sector, H.I.G., Ravi Shankar Shukla Nagar Main Road, Indore (M.P.) – 452011

2022-23

Scheme of Examination (Revised under NEP - As per Ordinance 14-A)

B.Com. Part I – Semester II

Course Name	Course Code	Max. Marks					Min. Marks			
		Theory Examination		Practical Examination		TOTAL MARKS	Theory Exam.		Practical Marks	
		External	Internal	External	Internal		External	Internal	External	Internal
MAJOR COURSES (ANY ONE) TYPE 1 - CREDIT 06 (06+00)										
Commerce	BCM – T201	60	40	-	-		21	14	-	-
MINOR COURSES (ANY ONE) TYPE 1 - CREDIT 06 (06+00)										
Commerce	BCM – T202	60	40	-	-		21	14	-	-
GENERIC ELECTIVE COURSES (ANY ONE) TYPE 1 - CREDIT 04 (04+00)										
Commerce	NPGE-T202	60	40	-	-		21	14	-	-
Commerce	NPGE-T203	60	40	-	-					
Commerce	NPGE-T205	60	40	-	-					
GENERIC ELECTIVE COURSES (ANY ONE) TYPE 2 - CREDIT 04 (03+01)										
Computer Application	NPGE-T207	60	40	-	-		21	14	-	-
Practical on CA	NPGE-P207	-	-	100	-		-	-	35	-
ABILITY ENHANCEMENT - CREDIT 04 (04+00)										
English Language and Indian Culture	NPAE-T201	30	20	-	-		11	7	-	-
Yoga and Meditation	NPAE-T202	30	20	-	-		11	7	-	-
TYPE 1 - 03 Theory										
TOTAL MARKS		400		-			200		-	
TYPE 2 - 02 Theory + 01 Theory + Practical										
TOTAL MARKS		500		-			250		-	



CHRISTIAN EMINENT COLLEGE, INDORE

(Academy of Management, Professional Education & Research)

An Autonomous Institution Established in 1996

NAAC (UGC) Accredited WITH GRADE "A"

F-Sector, H.I.G., Ravi Shankar Shukla Nagar Main Road, Indore (M.P.) – 452011

2022-23

Syllabus

B.Com. Part I – Semester I

BCM- T101 – FINANCIAL ACCOUNTING

MAX. MARKS:60+40

No. of Lectures per week: 06 Hour

MIN. PASS MARKS: 21+14

Total Lectures: 90

The Question Paper will contain questions equally distributed in all Units. The Internal Choice will be given in all Questions.

After Successful Completion of this course, the student will be able to:

- Acquire conceptual knowledge of basics of accounting.
- Identify events that need to be recorded in the accounting records.
- Develop the skill of recording financial transactions and preparation of reports in accordance with GAAP.
- Describe the role of accounting information and its limitations.
- Equip with the knowledge of accounting process and preparation off in a accounts of sole trader.
- Identify and analyze the reasons for the difference between cash book and pass book balances
- Recognize circumstances providing for increased exposure to errors and frauds.

Unit-I	18 Lectures
Accounts: Indian History, Definition, Objectives, Basic Concepts and Principles of Double Entry System. Journal Entry, Ledger, Subsidiary Books, Trial Balance. Introduction of Indian accounting Standard, Final Accounts.	
Unit-II	16 Lectures
Accounting for Depreciation (According to Accounting Standard-6) Branch Accounts	
Unit-III	18 Lectures
Royalty Accounts, Departmental Accounts. , Accounting of Non Profit Organization, Investment Account, Consignment Accounts	
Unit-IV	18 Lectures
Partnership Accounts: Dissolution of Partnership (with Insolvency), amalgamation of Partnership Firms, Conversion of Partnership firm in to Joint stock Company.	
Unit-V	20 Lectures
Computerized Accounts by using any popular accounting software, creating a company, configure and features setting, creating accounting ledgers and groups, creating stock items and groups, vouchers entry (with maintenance of vouchers), generating report- cash book, ledger accounts, trial balance, profit and loss account and balance sheet.	

Learning Outcomes

1. Dr. R.K.sharma/ Dr. R.S. Popali, Financial Accounting, Kitab Mahal Pub, Agra
2. Anil, Rajesh & Mariya Financial Accounting, Himalaya Publication, Nagpur
3. Shukla & Grewal, Financial Accounting, S.Chand & Sons, New Delhi
4. Maheshwari S.N.,an Introduction to Accountancy, Vikas Publication, New Delhi
5. Agrawal Dr. Mahesh Financial Accounting, Ramprasad and Sons, Bhopal
6. S.M.Shukla, financial Accounting, Sahitya Bhawan Agra
7. Gupta R.L. and Radhayswamy M, Advance Accounting, S Chand & Sons, New delhi
8. Dr. Ramesh Mangal, Financial Accounting, Satish Printers and Publishers, Indore
9. Books published by Madhya Pradesh Hindi granth Academy



CHRISTIAN EMINENT COLLEGE, INDORE

(Academy of Management, Professional Education & Research)

An Autonomous Institution Established in 1996

NAAC (UGC) Accredited WITH GRADE "A"

F-Sector, H.I.G., Ravi Shankar Shukla Nagar Main Road, Indore (M.P.) – 452011

2022-23

Syllabus

B.Com. Part I – Semester I

BCM- T102 - BUSINESS ORGANIZATION AND COMMUNICATION-I

MAX. MARKS:60+40

MIN. PASS MARKS: 21+14

No. of Lectures per week: 06 Hour

Total Lectures: 90

The Question Paper will contain questions equally distributed in all Units. The Internal Choice will be given in all Questions.

Course Learning outcomes (CLO) :

After Completion, of this course, it is expected that the students, shall understand the basics of the business and will able to imbibe how any business can be organized successfully. The chapters related communication shall be able to elucidate how communication plays an important role in modern business scenario.

Unit-I	16 Lectures
INTRODUCTION: Indian traditional businesses and their organizational structures. Concepts of Business, Trade, Industry and Commerce- Classification- Relationship between Trade, Industry and Commerce- Business, Organization- concept, characteristics, Importance and objectives. Functions of Business and Social Responsibility of a business – Steps to start an Enterprise.	
Unit-II	18 Lectures
FORMS OF BUSINESS ORGANIZATION: Business Organization – Classification – Factors influencing the choice of suitable Form of Organization – Sole Proprietorship.	
Unit-III	18 Lectures
Partnership- Meaning, Definition- Characteristics – Advantages and Disadvantages of partnership. Partnership deed- Content. Registration of Partnership- Advantages of Registration, Effects of non- registration, Different types of partner. LLP- Introduction.	
Unit-IV	18 Lectures
ORGANIZATION OF COMPANIES: Concepts, Meaning, Formation, Kinds of Company, promotion of a Company, characteristics and significance of Private Company and Public Company, One Person Company.	
Unit-V	20 Lectures
Co-Operative Organization – Meaning, Functions and Limitations of Co-operative Societies. Kinds of Co-operative Society. Advantages and Disadvantages of Co-operative society. Multinational Companies (MNC's) and the Challenges for their organization in India.	

BOOKS:

1. T.N. Chhabra, Himalaya Publishing house , New Delhi
 2. K. K. Sinha , V K Global publication , Faridabad
 3. Dr. Ramesh Mangal , Universal publication, Agra
-
-



CHRISTIAN EMINENT COLLEGE, INDORE

(Academy of Management, Professional Education & Research)

An Autonomous Institution Established in 1996

NAAC (UGC) Accredited WITH GRADE "A"

F-Sector, H.I.G., Ravi Shankar Shukla Nagar Main Road, Indore (M.P.) – 452011

2022-23

Syllabus

B.Com. Part I – Semester I

BCM – T 103 (NEGE) – GENERIC ELECTIVE– ANY ONE (GE) –
NPGE-T103 -BUSINESS ECONOMICS=I

MAX. MARKS:60+40

MIN. PASS MARKS: 21+14

No. of Lectures per week: 04 Hour

Total Lectures: 60

The Question Paper will contain questions equally distributed in all Units. The Internal Choice will be given in all Questions.

Course Learning Objective: Upon success completion of the course a student will be able to

1. Understand how households (Demand) and business (Supply) interact in various market structures to determine price and quantity of a good produced.
2. Understand the links between household behaviour and the economic models of demand.
3. Represents demand, in graphical form, including the downward slope of the demand curve and what shifts the demand curve..
4. Understand the links between production costs and the economic models of supply.
5. Understand the concept of pricing.
6. Analyze operations of markets under varying competitive conditions.

Unit-I	12 Lectures
Historical background of economics in India with special reference to Kautilya: Definition of Economics, Concept of Micro and Macro Economics, Method of Economic study, Economic Law and their nature, Significance of Economics, Basic problems of Economics.	
Unit-II	14 Lectures
Elasticity of Demand, Concept and measurement of Elasticity of Demand, Price, Income and cross elasticity, Average Revenue, Marginal Revenue and Elasticity of Demand, Determination of Elasticity of Demand, importance of Elasticity of Demand.	
Unit-III	12 Lectures
Factors of Production – Land, Labour, Division of Labour, efficiency of Labour , Capital ,Organization and Enterprises.	
Unit-IV	12 Lectures
The Scale of Production, Production Function, Law of Returns, Returns of scale, Equal product curve analysis,	
Unit-V	10 Lectures
Theory of cost and concept of revenue. Theories of Population.	

Learning Recourses:

1. M P Hindi granth Academy
2. Kannedy John Fundamentals of Business Economics – Himalaya Publication. Nagpur
3. Singh Dr. S K Business Economics – Sahitya Bhawan Publication Agra
4. Bhaliya H L – Micro Economics Modern Publication New Dehli
5. Sinha Dr. V C & dr. Pushpa - Business Economics SBPD Publication. Agra
6. Mishra J P – Sahitya Bhawan Publication agra



CHRISTIAN EMINENT COLLEGE, INDORE

(Academy of Management, Professional Education & Research)

An Autonomous Institution Established in 1996

NAAC (UGC) Accredited WITH GRADE "A"

F-Sector, H.I.G., Ravi Shankar Shukla Nagar Main Road, Indore (M.P.) – 452011

2022-23

Syllabus

B.Com. Part I – Semester I

BCM – T 103 (NEGE) – GENERIC ELECTIVE - ANY ONE (GE) –
NEGE-T107- COMPUTER FUNDAMENTALS -I

MAX. MARKS:60+40

MIN. PASS MARKS: 21+14

No. of Lectures per week: 03 Hour

Total Lectures:45

The Question Paper will contain questions equally distributed in all Units. The Internal Choice will be given in all Questions.

On the completion of this course student will be able –

- To understand the fundamentals of computer
- To use computer in his daily life as well as can do assigned official work with ease.
- Troubleshoot, issues related to working with computer and internet

To communicate through internet as well as can use IT for day-to-day work

Unit-I	10 Lectures
Knowing computer: What is Computer, Basic Applications of Computer; Components of Computer System, Modern Central Processing Unit (CPU), Video Display Unit, Keyboard and Mouse, Optical Storage Devices, Basics of Hard Drive, Concepts of Hardware and Software; Concept of Computing, Data and Information; Applications of Information Electronics and Communication Technology; Connecting keyboard, mouse, monitor and printer to CPU and checking power supply.	
Unit-II	10 Lectures
Computer software & its types: System software, Application software. Types of operating systems, Role of operating system, Utility programs, Packages, Communication software, commonly used application software , Assembler , Compiler and Interpreter Operating Computer using GUI Based Operating System: What is an Operating System, Function of operating system, Basics of Popular Operating Systems; The User Interface, Basics of O.S Setup; Common utilities.	
Unit-III	08 Lectures
MS Windows Operating System: Definition and functions, basic components of Windows. Icons. Desktop, Taskbar, Notification Area. Files and folders, Start menu operations, my computer, network neighborhood, recycle-bin, windows explorer, creating copying, moving and deleting files, setting wall paper, changing the mouse pointer, paint, notepad, Setting date and time, screen saver, and appearance.	
Unit-IV	09 Lectures
MS Windows Operating System: Using Mouse; Using right Button of the Mouse and Moving Icons on the screen, Use of Common Icons, Status Bar, Using Menu and Menu-selection, Running an Application, Viewing of File, Folders and Directories, Creating and Renaming of files and folders, Opening and closing of different Windows; Using help; Creating Short cuts, Using Windows accessories. MS Word: Introduction, Windows 2007 Interface, Customizing to Word Application, Document Views, Creating & Editing Document. Selecting, Deleting, Replacing Text, Copying text to another file.	



CHRISTIAN EMINENT COLLEGE, INDORE

(Academy of Management, Professional Education & Research)

An Autonomous Institution Established in 1996

NAAC (UGC) Accredited WITH GRADE "A"

F-Sector, H.I.G., Ravi Shankar Shukla Nagar Main Road, Indore (M.P.) – 452011

2022-23

Syllabus

B.Com. Part I – Semester I

BCM – T 103 (NEGE) – GENERIC ELECTIVE - ANY ONE (GE) –
NEGE-T107- COMPUTER FUNDAMENTALS -I

MAX. MARKS:60+40

MIN. PASS MARKS: 21+14

No. of Lectures per week: 03 Hour

Total Lectures:45

The Question Paper will contain questions equally distributed in all Units. The Internal Choice will be given in all Questions.

Unit-V	08 Lectures
MS Word: Insert text, Formatting text and paragraph, Using the Font, Dialog Box, Paragraph Formatting using Bullets and Numbering in paragraphs, Checking Spelling, Line spacing, Margins, Space before and after paragraph. Basic Formatting in MS Word 2007, Advanced Formatting, Navigating through a Word Document, Performing a Mail Merge, A Quick Look at Macros, Printing Documents, Print Preview	

Suggested Readings:

Suggested Digital Platforms, Weblinks

1. <https://edu.gcfglobal.org/en/computerbasics/>
2. <https://edu.gcfglobal.org/en/subjects/office/>
3. <https://vikaspedia.in/education/digital-literacy/it-literacy-courses-inassociating-with-msup/computer-fundamentals>
4. https://onlinecourses.swayam2.ac.in/nou20_cs03/
5. <https://www.tutorialspoint.com/computerfundamentals/index.htm>
6. <https://ecomputemotes.com/e-commerce/electronic-commerce/defineelectronic-payment-system-its-requirements-and-payment-methods>
7. <https://edu.gcfglobal.org/en/topics/googleapps/>
8. https://onlinecourses.swayam2.ac.in/cec19_cs06/preview
9. <https://nptel.ac.in/courses/106/106/106106092/>
10. <https://vikaspedia.in/education/digitakitercy/it-literacy-courses-inassociating-with-msup/computer-fundamentals>
11. <https://nptel.ac.in/courses/106/103/106103068/>

Suggested Readings:

- Introduction to Computers: C. Xavier, New Age International.
- Computer Fundamentals : Concepts, Systems & Applications : Preeti Sinha, Pradeep K., Sinha, BPB Publications
- Fundamentals of Information technology : Alexis Leon & Mathews Leon, Vikas Publishing House, NewDelhi.
- Microsoft Office 2019 For Dummies : Wallace Wang, Wiley



CHRISTIAN EMINENT COLLEGE, INDORE

(Academy of Management, Professional Education & Research)

An Autonomous Institution Established in 1996

NAAC (UGC) Accredited WITH GRADE "A"

F-Sector, H.I.G., Ravi Shankar Shukla Nagar Main Road, Indore (M.P.) – 452011

2022-23

Syllabus

B.Com. Part I – Semester I

BCM – P 103 (NEGE) – GENERIC ELECTIVE - ANY ONE (GE) –
NEGE-T107-PRACTICAL ON COMPUTER FUNDAMENTALS -I

MAX. MARKS: 60+40

No. of Laboratory per Week: 02 Hours

MIN. PASS MARKS:21+14

Total Lectures: 30

1. How to create a new folder, delete and rename.
 2. To show how to resize the window (minimize & maximize).
 3. Show or say different components of file explorer
 4. Explain different keyboard shortcut keys
 5. Key to permanent delete the file without sending it to the recycle bin.
 6. What will be the shortcut key in windows to perform cut operation?
 7. To move folder one location to another location.
 8. To add printer and scanner.
 9. To set clock timing.
 10. To configure keyboard and mouse setting.
 11. To set wallpaper and screen resolution.
 12. To create a word document.
 13. To save and open the word document.
 14. To print a document.
 15. To page set up setting.
 16. To write a step to insert a picture.
 17. To write a step to insert a table.
 18. To write a step to insert a header and footer.
 19. To write a steps for Mail merge.
 20. Write the procedure of macro.
-
-



CHRISTIAN EMINENT COLLEGE, INDORE

(Academy of Management, Professional Education & Research)

An Autonomous Institution Established in 1996

NAAC (UGC) Accredited WITH GRADE "A"

F-Sector, H.I.G., Ravi Shankar Shukla Nagar Main Road, Indore (M.P.) – 452011

2022-23

Syllabus

B.Com. Part I – Semester I

BCM - T105 (NPAE) – ABILITY ENHANCEMENT -

NPAE- T101 – HINDI AND SANSKRITI

भाषा और संस्कृति

MAX. MARKS:30+20

MIN. PASS MARKS: 11+7

No. of Lectures per Week: 2 Hours

Total Lectures:30

The Question Paper will contain questions equally distributed in all Units. The Internal Choice will be given in all Questions.

कोर्स अधिगम उपलब्धि (लर्निंग आउटकम)(CLO):

1. उत्कृष्ट साहित्यिक पाठों के अध्ययन से रूचि का विकास करना ।
2. सांस्कृतिक चेतना और राष्ट्रीय भावना का विकास करना ।
3. भाषा-ज्ञान ।
4. सामान्य शब्दावली और विशेष शब्दावली के अध्ययन द्वारा भाषा एवं संस्कृति बोध का विकास करना
5. विशिष्ट शब्दावली (बीज शब्द / की वर्ड)से परिचित करवाते हुए बोध के स्तर का विकसित करना ।
6. प्रतियोगी परीक्षाओं हेतु तैयार करना ।

Unit-I	06 Lectures
हिन्दी भाषा 1. मैथिलीशरण गुप्त परिचय पाठ: मातृभूमि(कविता) 2. प्रेमचन्द परिचय पाठ:शतरंज के खिलाडी (कहानी) 3. पर्यायवाची शब्द विलोम भाब्द: अनेक शब्द के लिए एक शब्द (हिन्दीव्याकरण)	
Unit-II	06 Lectures
1 व्यंग्य शरद जोशी-जीप पर सवार इल्लियॉ 2 वैचारिक-भारतीय भाषाओं में राम 3 संधि और उसके प्रकार (हिन्दीव्याकरण)	
Unit-III	06 Lectures
हिन्दी भाषा 1. आचार्य रामचन्द्र शुक्ल परिचय पाठ: उत्साह (भावमूलक निबन्ध) 2. रामधारी सिंह दिनकर परिचय पाठ:भारत एक है (संस्कृत) 3. समास और उसके प्रकार (हिन्दीव्याकरण)	
Unit-IV	06 Lectures
हिन्दी भाषा 1. आदिशंकराचार्य- जीवन व दर्शन 2. बीज शब्द-धर्म अद्वैत भाषा,अवधारणा उदारीकरण । 4. अफसर (निबंध) शरद जोशी	
Unit-V	06 Lectures
1 आचरण की सम्यता (निबंध) सरदार पूरनसिंह 2 नैतिक मूल्य -परिचय और वर्गीकरण (आलेख) 3 अन्तर्ज्ञान एवं नैतिक जीवन	



CHRISTIAN EMINENT COLLEGE, INDORE

(Academy of Management, Professional Education & Research)

An Autonomous Institution Established in 1996

NAAC (UGC) Accredited WITH GRADE "A"

F-Sector, H.I.G., Ravi Shankar Shukla Nagar Main Road, Indore (M.P.) – 452011

2022-23

Syllabus

B.Com. Part I – Semester I

BCM - T105 (NPAE) – ABILITY ENHANCEMENT

NPAE- T101 – HINDI AND SANSKRITI

भाषा और संस्कृति

MAX. MARKS:60+40

MIN. PASS MARKS:

No. of Lectures per Week: 2 Hours

Total Lectures: 30

The Question Paper will contain questions equally distributed in all Units. The Internal Choice will be given in all Questions.

सारबिन्दु (की वर्ड):

सर्च करे

मैथिलीशरणगुप्त : मैथिलीशरणगुप्त की कविता मातृभूमि

प्रेमचंद : प्रेमचंद शंतरज के खिलाडी

रामधारी सिंह दिनकर : भारत एक है रामधारी सिंह दिनकर

आचार्य रामचन्द्र शुक्ल : उत्साह निबन्ध रामचन्द्र शुक्ल

ज्ञान चतुर्वेदी : सूर्यग्रहण और चूहे व्यंग्य

स्वामी विवेकानन्द : शिकागो व्याख्यान

धर्म क्या है

मिथक का अर्थ

भाषा विकास

भाषा परिभाषा

अवधारणा का अर्थ एवं परिभाषा

उदारीकरण की विशेषता

पर्यायवाची शब्द

विलोम शब्द

अनेक शब्द के लिए एक शब्द

सन्धि

BOOKS :

पाठ्य पुस्तके सन्दर्भ पुस्तकें,अन्य संसाधन

1 प्रेमचन्द-मानसरोवर खण्ड

2 आचार्य रामचन्द्र शुक्ल चितामणि भाग 1

3 डॉ वासुदेव नन्दन प्रसाद : आधुनिक हिन्दी व्याकरण और रचना, भारती भवन ,ठाकुर बाडी रोड पटना बिहार

4 डॉ राजेश्वर चतुर्वेदी, हिन्दी व्याकरण-उपकार प्रकाशन आगरा उ.प्र.

5 ज्ञान चतुर्वेदी: इक्यावन व्यंग्य रचनाएं

6 हिन्दी ज्ञान कोश

7 इन्टर नेट सामग्री-टैग में उल्लेखित



CHRISTIAN EMINENT COLLEGE, INDORE

(Academy of Management, Professional Education & Research)

An Autonomous Institution Established in 1996

NAAC (UGC) Accredited WITH GRADE "A"

F-Sector, H.I.G., Ravi Shankar Shukla Nagar Main Road, Indore (M.P.) – 452011

2022-23

Syllabus

B.Com. Part I – Semester I

BCM - T105 (NPAE) – ABILITY ENHANCEMENT
NPAE- T102 – ENVIRONMENTAL EDUCATION

MAX. MARKS: 30+20

MIN. PASS MARKS:11+7

No. of Lectures per Week: 02 Hours

Total Lectures:30

The Question Paper will contain questions equally distributed in all Units. The Internal Choice will be given in all Questions.

Course Learning Outcomes (CLO):

1. To understand the various aspects of life forms, ecological processes, and the impacts on them by the human during Anthropogenic era.
2. To build capabilities to identify relevant environmental issues, analyze the various underlying causes, evaluate the practices and policies, and develop framework to make inform decisions.
3. To develop empathy for all life forms, awareness, and responsibility towards environmental protection and nature preservation.
4. To develop the critical thinking for shaping strategies such as; scientific, social, economic, administrative & legal, environmental protection, conservation of biodiversity, environmental equity and sustainable development.

Unit-I	06 Lectures
Environment and its Components <ul style="list-style-type: none">• Multidisciplinary nature, Scope and Importance of Environment• Components of environment: Atmosphere, hydrosphere, Lithosphere. And Biosphere. Keywords: Environment	
Unit-II	06 Lectures
Natural Resources <ul style="list-style-type: none">• Brief account of natural Resources and associated problems: Land Resources, Water Resource, Energy Resource• Concept of Sustainability and Sustainable Development Keywords: Forest, Mineral, Food, Land, Water, Energy, Sustainable Development	
Unit-III	06 Lectures
Biome, Ecosystem and Biodiversity: <ul style="list-style-type: none">• Major Biomes: Tropical, Temperate, Forest, Grassland, Desert, Tundra, Wetland, Estuarine and Marine• Ecosystem: Structure function and types their Preservation & Restoration• Biodiversity and its conservation practices. Keywords: Biome, Ecosystem, Biodiversity	
Unit-IV	06 Lectures
Environmental Pollution: <ul style="list-style-type: none">• Pollution: Types, Control measures, Management and associated problems.• Environmental Law and Legislation: Protection and conservation Acts.• International Agreement & Program.	



CHRISTIAN EMINENT COLLEGE, INDORE

(Academy of Management, Professional Education & Research)

An Autonomous Institution Established in 1996

NAAC (UGC) Accredited WITH GRADE "A"

F-Sector, H.I.G., Ravi Shankar Shukla Nagar Main Road, Indore (M.P.) – 452011

2022-23

Syllabus

B.Com. Part I – Semester I

BCM - T105 (NPAE) – ABILITY ENHANCEMENT

NPAE- T102 – ENVIRONMENTAL EDUCATION

MAX. MARKS: 30+20

MIN. PASS MARKS:11+7

No. of Lectures per Week: 02 Hours

Total Lectures:30

The Question Paper will contain questions equally distributed in all Units. The Internal Choice will be given in all Questions.

Unit-V	06 Lectures
Pollution Management and social Issues: <ul style="list-style-type: none">• Environmental Movements, Communication and public awareness programme.• National and International organisations related to environment conservation and monitoring.• Role of information Technology in environment and human health.	
Key words: Pollution, Environmental Legislation, Environmental Movement, Environmental programme and organisation.	
Suggested Activities: (at least one) <ol style="list-style-type: none">1. Visit to an area to document environmental assets: rivers /forest /flora/ fauna2. Visit to a local polluted site Urban/ Rural/ Industrial/ Agricultural3. Study of simple ecosystem	

Textbooks, Reference Books, Other Resources

1. Singh; J S., Singh S P. And Gupta, S R; " Ecology; Environment Science and Conservation", S Chand Publishing, New Delhi, (2018)
2. Divan, S. And Rosencranz, A, "Environmental Law and Policy in India: Cases, Material & Status" Oxford University Press, India,(2020 2ND Edition.
3. Odum, E. P. , 'Fundamental of Ecology'. Philadelphia Saundres, (1971)
4. Bharucha, Erach, "Environmental Studies" University Press India Pvt Ltd. Hyderabad (2014) (Hindi edition also available).
5. Kaushik , Anubha, Kaushik, C. P. "Perspective in Environmental Studies" New Age International Publishers, (2018), 6th Edition.
6. Asthana, D. K.. Asthana Meera, " Atextbook of Environmental Studies" S Chand Publishing New Delhi, (2007)
7. National Digital Library(<https://ndl.iitkgp.ac.in/homestudy/science>)
8. Epg.pathshala (<https://epgp.inflibnet.ac.in/home/Download>)
9. NPTEL(<https://nptel.ac.in/course.html>)
10. Coursera(<https://www.coursera.org/search?query=environmental+science&page=1>)

Suggested equivalent online course-

- i. The health Effects of Climatic Change (edx)
- ii. Climate Change: Financial risks and Opportunities (edx)
- iii. Introduction to Environmental Law and Policy (coursera)
- iv. Women in Environmental biology(coursera)
- v. Our Earth: It's Climate, History, and Processes(coursera)



CHRISTIAN EMINENT COLLEGE, INDORE

(Academy of Management, Professional Education & Research)

An Autonomous Institution Established in 1996

NAAC (UGC) Accredited WITH GRADE "A"

F-Sector, H.I.G., Ravi Shankar Shukla Nagar Main Road, Indore (M.P.) – 452011

2022-23

Syllabus

B.Com. Part I – Semester II

BCM- T201-BUSINESS REGULATORY FRAMEWORK

MAX. MARKS:60+40

MIN. PASS MARKS: 21+14

No. of Lectures per week: 06 per Hour

Total Lectures: 90

The Question Paper will contain questions equally distributed in all Units. The Internal Choice will be given in all Questions.

Course Learning Out comes; The outcome of this course is to provide the students with practical legal knowledge of general business law issues. To understand the Essential of a Valid Contract. The Laws of the Act, Consideration, and the various Modes of Discharge of Contract to explain the various Laws with Regard to Sale of goods and Performance of a Sale Contract and Remedial Measures to Familiarize the students with the various Laws with regard to consumer Protection in India and the Function of various consumer Forum and to understand the meaning and the various Legislations with regard to the Cyber Laws.

Unit-I	18 Lectures
Historical Framework of Business laws in India, Indian Contract Act 1872- GENERAL LAWS	
Unit-II	20 Lectures
Contract relating to Indemnity and Guarantee.	
Unit-III	16 Lectures
Negotiable Instrument Act 1881- General Introduction, Negotiable Instrument (amendment) Act2002	
Unit-IV	18 Lectures
General Introduction of Consumer Protection Act 1986 and 2018, FEMA	
Unit-V	18 Lectures
Indian Partnership Act 1932- General Introduction , Limited Liability Partnership Act 2008	

BOOKS:

1. Kapoor N D – S Chand
 2. Sharma S P – L K International Publication House
 3. Agrawal R C - SBPD
 4. Gupta Dr O P - SBPD
 5. G K Varshneya – Sahitya Bhawan Publication
 6. Shukla Dr S M – Sahitya Bhawan Publication
-



CHRISTIAN EMINENT COLLEGE, INDORE

(Academy of Management, Professional Education & Research)

An Autonomous Institution Established in 1996

NAAC (UGC) Accredited WITH GRADE "A"

F-Sector, H.I.G., Ravi Shankar Shukla Nagar Main Road, Indore (M.P.) – 452011

2022-23

Syllabus

B.Com. Part I – Semester II

BCM- T202 -BUSINESS ORGATION AND COMMUNICATION-II

MAX. MARKS:60+40

MIN. PASS MARKS: 21+14

No. of Lectures per week: 06 per Hour

Total Lectures: 90

The Question Paper will contain questions equally distributed in all Units. The Internal Choice will be given in all Questions.

Course Learning outcomes (CLO) :

After Completion, of this course, it is expected that the students, shall understand the basics of the business and will able to imbibe how any business can be organized successfully. The chapters related communication shall be able to elucidate how communication plays an important role in modern business scenario.

Unit-I	16 Lectures
COMMUNICATION : Introduction, Meaning, Definition, Nature, Importance, Scope, Functions, Features, Elements and Objectives of Communication	
Unit-II	18 Lectures
Process of Communication- Elements of Communication process., Communication Theory and Models , Information theory, Interaction Theory, Transaction Theory Feedback and Importance of Feedback in Communication.,	
Unit-III	18 Lectures
Barriers to Communication: Linguistic Barriers, Psychological Barriers, Interpersonal Barriers, Cultural Barriers, Physical Barriers, Organizationsl Barriers.	
Unit-IV	18 Lectures
Written Communication. Writing techniques and Guidelines, letter writing – Basic Principles, purpose, , Types of Business letters, Report writing, types of reports, Drafting of report, Types of Communication- Verbal Communication and Oral Communication,	
Unit-V	20 Lectures
Speeches for different occasions, Guidelines for effective listening, job interviews, Type of information., Modern forms of Communication. E-mail, Video Conferencing, International Communication for Global Business. Information Technology: Forms of technology, uses in modern communication system. Role of Social Media in Modern business.	

BOOKS:

1. T.N. Chhabra, Himalaya Publishing house , New Delhi
 2. K. K. Sinha , V K Global publication , Faridabad
 3. Dr. Ramesh Mangal , Universal publication, Agra
-



CHRISTIAN EMINENT COLLEGE, INDORE

(Academy of Management, Professional Education & Research)

An Autonomous Institution Established in 1996

NAAC (UGC) Accredited WITH GRADE "A"

F-Sector, H.I.G., Ravi Shankar Shukla Nagar Main Road, Indore (M.P.) – 452011

2022-23

Syllabus

B.Com. Part I – Semester II

BCM – T 203 (NEGE) – GENERIC ELECTIVE– ANY ONE (GE) –
NPGE-T203 -BUSINESS ECONOMICS=II

MAX. MARKS:60+40

MIN. PASS MARKS: 21+14

No. of Lectures per week: 04 per Hour

Total Lectures: 60

The Question Paper will contain questions equally distributed in all Units. The Internal Choice will be given in all Questions.

Course Learning Objective: Upon success completion of the course a student will be able to

1. Understand how households (Demand) and business (Supply) interact in various market structures to determine price and quantity of a good produced.
2. Understand the links between household behaviour and the economic models of demand.
3. Represents demand, in graphical form, including the downward slope of the demand curve and what shifts the demand curve..
4. Understand the links between production costs and the economic models of supply.
5. Understand the concept of pricing.
6. Analyze operations of markets under varying competitive conditions.

Unit-I	12 Lectures
Market and their classification, Price determination under perfect competition and Equilibrium of the firm,	
Unit-II	14 Lectures
Monopoly – price and output determination and Monopoly control , price determination under Monopoly. Imperfect and Monopolistic competition price determination.	
Unit-III	10 Lectures
Rent – Concept , Types of Rent, Recordian and modern theory of Rent , Quasi Rent .	
Unit-IV	14 Lectures
Wages- Concept and Types of Wages,, Nominal and Real wages, Theories of wages , Subsistence Theory of Wages, Wage-Fund Theory of wages,Marginal productivity Theory of Wages, Modern Theory of Wages.	
Unit-V	10 Lectures
Profit -Nature Concept and Theories of Profit, Interest- Concept, Types of Interest, Theories of Interest.	

Learning Recourses:

1. M P Hindi granth Academy
2. Kannedy John Fundamentals of Business Economics – Himalaya Publication. Nagpur
3. Singh Dr. S K Business Economics – Sahitya Bhawan Publication Agra
4. Bhaliya H L – Micro Economics Modern Publication New Dehli
5. Sinha Dr. V C & dr. Pushpa - Business Economics SBPD Publication. Agra
6. Mishra J P – Sahitya Bhawan Publication agra



CHRISTIAN EMINENT COLLEGE, INDORE

(Academy of Management, Professional Education & Research)

An Autonomous Institution Established in 1996

NAAC (UGC) Accredited WITH GRADE "A"

F-Sector, H.I.G., Ravi Shankar Shukla Nagar Main Road, Indore (M.P.) – 452011

2022-23

Syllabus

B.Com. Part I – Semester II

BCM – T 203 (NEGE) – GENERIC ELECTIVE - ANY ONE (GE) –
NEGE-T207- COMPUTER FUNDAMENTALS -II

MAX. MARKS:60+40

MIN. PASS MARKS: 21+14

No. of Lectures per week: 03 per Hour

Total Lectures:45

The Question Paper will contain questions equally distributed in all Units. The Internal Choice will be given in all Questions.

On the completion of this course student will be able –

- To understand the fundamentals of computer
- To use computer in his daily life as well as can do assigned official work with ease.
- Troubleshoot, issues related to working with computer and internet

To communicate through internet as well as can use IT for day-to-day work

Unit-I	10 Lectures
Excel 2007: Introduction, spreadsheet, Workbook, Worksheet, Cell, Cell range, Formatting in Excel, Different types of graph in Excel, graph and types of graph, Absolute and relative cell addressing, Formula, function, keyboard shortcut. MS PowerPoint: Introduction, Creating a Presentation, run, save and print presentation, insert new slide, view, Insert picture, sound, and movie. Custom animation, custom transition	
Unit-II	10 Lectures
Introduction to Internet, WWW and Web Browsers: Basic of Computer networks; LAN, WAN, MAN Concept of Internet; Applications of Internet; connecting to internet; What is ISP; Knowing the Internet; Basics of internet connectivity related troubleshooting.	
Unit-III	08 Lectures
Web Browsing software's, Search Engines; Understanding URL; Domain name; IP Address; Using e-governance website Basics of electronic mail; Getting an email account; Sending and receiving emails; Accessing sent emails; Using Emails; Document collaboration; Instant Messaging; Netiquettes (Internet etiquette).	
Unit-IV	09 Lectures
Useful Google tools such as drive, sheet, doc, meet, etc Firewall, Computer Virus and Anti Virus Software, Internet Security & Privacy, Basics of Electronic Data Interchange (EDI)	
Unit-V	08 Lectures
Electronic Payment System(EPS), Types of Payment System: Digital Cash, Electronic Cheque, Smart Card, Encryption and Decryption, Introduction to Digital Signature and Digital Certificates	

Suggested Readings:

Suggested Digital Platforms, Weblinks

1. <https://edu.gcfglobal.org/en/computerbasics/>
2. <https://edu.gcfglobal.org/en/subjects/office/>
3. <https://vikaspedia.in/education/digital-literacy/it-literacy-courses-inassociating-with-msup/computer-fundamentals>
4. https://onlinecourses.swayam2.ac.in/nou20_cs03/
5. <https://www.tutorialspoint.com/computerfundamentals/index.htm>
6. <https://ecomputemotes.com/e-commerce/electronic-commerce/defineelectronic-payment-system-its-requirements-and-payment-methods>
7. <https://edu.gcfglobal.org/en/topics/googleapps/>
8. https://onlinecourses.swayam2.ac.in/cec19_cs06/preview



CHRISTIAN EMINENT COLLEGE, INDORE

(Academy of Management, Professional Education & Research)

An Autonomous Institution Established in 1996

NAAC (UGC) Accredited WITH GRADE "A"

F-Sector, H.I.G., Ravi Shankar Shukla Nagar Main Road, Indore (M.P.) – 452011

2022-23

Syllabus

B.Com. Part I – Semester II

BCM – T 203 (NEGE) – GENERIC ELECTIVE - ANY ONE (GE) –
NEGE-T207- COMPUTER FUNDAMENTALS -II

MAX. MARKS:60+40

No. of Lectures per week: 03 per Hour

MIN. PASS MARKS: 21+14

Total Lectures:45

9. <https://nptel.ac.in/courses/106/106/106106092/>

10. <https://vikaspedia.in/education/digitakitercy/it-literacy-courses-inassociating-with-msup/computer-fundamentals>

11. <https://nptel.ac.in/courses/106/103/106103068/>

Suggested Readings:

- Introduction to Computers: C. Xavier, New Age International.
- Computer Fundamentals : Concepts, Systems & Applications : Preeti Sinha, Pradeep K., Sinha, BPB Publications
- Fundamentals of Information technology : Alexis Leon & Mathews Leon, Vikas Publishing House, NewDelhi.
- Microsoft Office 2019 For Dummies : Wallace Wang, Wiley



CHRISTIAN EMINENT COLLEGE, INDORE

(Academy of Management, Professional Education & Research)

An Autonomous Institution Established in 1996

NAAC (UGC) Accredited WITH GRADE "A"

F-Sector, H.I.G., Ravi Shankar Shukla Nagar Main Road, Indore (M.P.) – 452011

2022-23

Syllabus

B.Com. Part I – Semester II

**BCM – 203 (NEGE) – GENERIC ELECTIVE - ANY ONE (GE) –
NEGE-P207-PRACTICAL ON COMPUTER FUNDAMENTALS -II**

MAX. MARKS: 60+40

No. of Laboratory per Week: 02 Hours

MIN. PASS MARKS:21+14

Total Lectures: 30

A. Using a Spreadsheet Tool

1. Design your class Time Table.
2. Prepare a Mark Sheet of your class result.
3. Prepare a Salary Slip of an employee of an organization.
4. Prepare a bar chart & pie chart for analysis of Election Results.
5. Prepare a generic Bill of a Super Market.
6. Work on the following exercises on a Workbook:
 - a. Copy an existing Sheet
 - b. Rename the old Sheet
 - c. Insert a new Sheet into an existing Workbook
 - d. Delete the renamed Sheet.
7. Prepare an Attendance sheet of 10 students for any 6 subjects of your syllabus. Calculate their total attendance, total percentage of attendance of each student & average of attendance.
8. Create a worksheet of Students list of any 4 faculties and perform following database functions on it.
 - a. Sort data by Name
 - b. Filter data by Class
 - c. Subtotal of no. of students by Class.

B. Using a Presentation Tool

1. Design a Presentation of your institute using auto content wizard, design template and blank presentation.
 2. Design a presentation illustrating insertion of pictures, Word Art and ClipArt.
 3. Design a presentation, learn how to save it in different formats, copying and opening an existing presentation.
 4. Design a presentation illustrating insertion of movie, animation and sound.
 5. Illustrate use of custom animation and slide transition (using different effects).
 6. Design a presentation using charts and tables of the marks obtained in class.
-



CHRISTIAN EMINENT COLLEGE, INDORE

(Academy of Management, Professional Education & Research)

An Autonomous Institution Established in 1996

NAAC (UGC) Accredited WITH GRADE "A"

F-Sector, H.I.G., Ravi Shankar Shukla Nagar Main Road, Indore (M.P.) – 452011

2022-23

Syllabus

B.Com. Part I – Semester II

BCM – T205 (NPAE) – ABILITY ENHANCEMENT –
NPAE-T201-ENGLISH LANGUAGE AND INDIAN CULTURE

MAX. MARKS:30+20

MIN. PASS MARKS: 11+7

No. of Lectures per Week: 2 Hours

Total Lectures:30

The Question Paper will contain questions equally distributed in all Units. The Internal Choice will be given in all Questions.

Course Learning outcomes (CLO)

Through this course the students will be able to:

- 1 Prepare for various competitive exams by developing their English language competence.
- 2 Promote their comprehension skills by being exposed to a variety of texts and their interpretations.
- 3 Build and enhance their Vocabulary.
- 4 Develop their Communication Skills by strengthening grammar and usages.
- 5 Inculcate values which make them aware of national heritage and environmental issues, making them responsible citizens.

Unit-I	08 Lectures
Reading, Writing and Interpretation Skills:	
1. Where The Mind is Without Fear – Rabindranath Tagore (Key Word: Patriotism)	
2. National Education – M.K. Gandhi (Key Word: Edification)	
3. The Axe – R.K Narayan (Key Word: Environment)	
4. The Wonder That Was India–A.L Basham (an excerpt) (Key Word: Indian Mythology)	
5. Preface to the Mahabharata – C. Rajagopalachari (Key Word: Indian Mythology)	
Unit-II	06 Lectures
Basic Language Skills:	
Vocabulary Building: Suffix, Prefix, Synonyms, Antonyms, Homophones, Homonyms and One-word substitution	
Unit-III	05 Lectures
Basic Language Skills	
Basic Grammar: Noun, Pronoun, Adjective, Verb, Adverb, Prepositions, Articles, Time and Tenses	
Unit-IV	05 Lectures
Comprehension Skills:	
Unseen Passage followed by multiple choice questions, Dialogue Writing: Definition, How to write a good dialogue, Dialogue writing on Urban and Rural Life, Indoor and Outdoor Games, Print and Electronic Media etc.	
Unit-V	06 Lectures
Composition:	
Paragraph Writing-All that glitters is not gold, A friend in need is a friend indeed, Where there is will there is way, Work is worship, God help those who help themselves etc.	
Application for leave, Scholarship, Duplicate Mark sheet etc.	

Textbooks, Reference Books, Other Resources

- Essential English Grammar – Raymond Murphy, Cambridge University Press.
 - Practical English Grammar Exercises 1 – A.J Thomson & A.V. Martinet, Oxford India.
 - Practical English Usage – Michael Swan, Oxford
 - English Grammar in Use – Raymond Murphy, Cambridge University Press.
-



CHRISTIAN EMINENT COLLEGE, INDORE

(Academy of Management, Professional Education & Research)

An Autonomous Institution Established in 1996

NAAC (UGC) Accredited WITH GRADE "A"

F-Sector, H.I.G., Ravi Shankar Shukla Nagar Main Road, Indore (M.P.) – 452011

2022-23

Syllabus

B.Com. Part I – Semester II

BCM – T205 (NPAE) – ABILITY ENHANCEMENT – NPAE-T202-YOGA AND MEDITATION

MAX. MARKS:30+20

No. of Lectures per Week: 2 Hours

MIN. PASS MARKS: 11+7

Total Lectures:30

The Question Paper will contain questions equally distributed in all Units. The Internal Choice will be given in all Questions.

Course Learning outcomes (CLO) :

After studying this course, students will be able to:

Take care of their own physical, mental, emotional, social and spiritual health.

<u>Unit-I</u>	<u>06 Lectures</u>
Introduction to Yoga and Yogic Practices: <ul style="list-style-type: none">• Yoga: Etymology, definitions, aim, objectives and misconceptions• Yoga: Its Origin, history and development• Rules and regulations to be followed by Yoga Practitioners• Yoga in Modern Times: Yogic Traditions of Swami Vivekananda, Shri Aurobindo; Maharshi Ramana and Maharshi Dayanand Saraswati Key words: History and Development of Yoga	
<u>Unit-II</u>	<u>06 Lectures</u>
Yogic Practices in Life <ul style="list-style-type: none">• Introduction to Yoga Practices• Shatkarma: Meaning, purpose and their significance in "Yoga Sadhana"• Introduction to Yogic Loosening practices and Surya Namaskar KeyWords: Shatkarma, Common Yogic Practices.	
<u>Unit-III</u>	<u>06 Lectures</u>
Breathing Practices and Pranayama <ul style="list-style-type: none">• Sectional Breathing (Abdominal, Thoracic and Clavicular)• Yogic Deep Breathing• Concept of Puraka, Rechaka and Kumbhaka• Concept of Bandha and Mudra Key Words: Yogic Deep breathing, Puraka, Bandha, Mudra.	
<u>Unit-IV</u>	<u>06 Lectures</u>
Breathing Practices and Pranayama <ul style="list-style-type: none">• AnulomaViloma/ NadiShodhana• Shitali• Bhramari Key Words: Sectional Breathing, Deep Breathing, Bandha & Mudra, Shitali, Bhramari.	



CHRISTIAN EMINENT COLLEGE, INDORE

(Academy of Management, Professional Education & Research)

An Autonomous Institution Established in 1996

NAAC (UGC) Accredited WITH GRADE "A"

F-Sector, H.I.G., Ravi Shankar Shukla Nagar Main Road, Indore (M.P.) – 452011

2022-23

Syllabus

B.Com. Part I – Semester II

BCM – T205 (NPAAE) – ABILITY ENHANCEMENT

NPAAE-T202-YOGA AND MEDITATION

MAX. MARKS:30+20

MIN. PASS MARKS: 11+7

No. of Lectures per Week: 2 Hours

Total Lectures:30

Unit-V

06 Lectures

Practices leading to Meditation:

- Recitation of Pranava Mantra
- Recitation of Hymns, in vocations and prayers
- Anter Maun
- Breath Meditation
- Om Dhyana

Key Words: Pranav Mantra, Antermaun, Breath Meditation, Om Dhyana

Textbooks, Reference Books, Other Resources:

Suggested Readings:

- Singh S.P & Yogi Mukesh: Foundation of Yoga, Standard Publication, New Delhi, 2010
- Swami Dharendra Brahmchari: Yogasana Vijnana, Dharendra Yoga Publication, New Delhi, 1966
- Saraswati, Swami Satyanand: Asana, Pranayama, Mudra, Bandha (APMB), Yoga Publication Trust, Munger, 2013
- H.R. Nagendra: Asana, Pranayama, Mudra, Bandha, Swami Vivekananda Yog Prakashan, Bangalore, 2002
- Ishwar Bhardwaj: Saral Yogasana, Satyam Publishing House, New Delhi, 2018
- Shri Rai Singh Chouhan: Mudra Rahasya, Bhartiya Yog Sansthan, New Delhi, 2014
- Dr. Vishwanath Prasad Sanha: Dhyana Yoga, Bhartiya Yog Sansthan, New Delhi, 1987
- Shri Deshraj: Dhyana Sadhana, Dhyana Sadhana, Bhartiya Yog Sansthan, New Delhi, 2015

Suggestive digital platforms web links:

1. www.rishikeshnathyogshala.com

Suggested equivalent online courses:

1. <https://shayji.com/hathayoga-course>
2. <https://theyogainstitute.org>



CHRISTIAN EMINENT COLLEGE, INDORE

(Academy of Management, Professional Education & Research)

An Autonomous Institution Established in 1996

NAAC (UGC) Accredited WITH GRADE "A"

F-Sector, H.I.G., Ravi Shankar Shukla Nagar Main Road, Indore (M.P.) – 452011

2022-23

Scheme of Examination (Revised under NEP - As per Ordinance 14-A)



CBCS System
Scheme of Examination
&
Syllabus
For
Bachelor of Commerce
(B.Com.)
Part II – Semester III & IV
SESSION 2022-23

CHRISTIAN EMINENT COLLEGE, INDORE

ACADEMY OF MANAGEMENT, PROFESSIONAL EDUCATION & RESEARCH

An Autonomous Institution Established in 1996

AFFILIATED TO DEVI AHILYA VISHWAVIDYALAYA, INDORE

F-SECTOR, R.S.S. NAGAR, H.I.G. MAIN ROAD, INDORE



CHRISTIAN EMINENT COLLEGE, INDORE

(Academy of Management, Professional Education & Research)

An Autonomous Institution Established in 1996

NAAC (UGC) Accredited WITH GRADE "A"

F-Sector, H.I.G., Ravi Shankar Shukla Nagar Main Road, Indore (M.P.) – 452011

2022-23

Scheme of Examination (Revised under NEP - As per Ordinance 14-A)

B.Com. Part II – Semester III

COURSE TYPE	COURSE NAME	COURSE CODE	COURSE TITLE	CREDITS	TOTAL HOURS	LECTURE HOURS PER WEEK	MIN. GRADE POINT OUT OF 10
MAJOR	BCM – T 301						
	Commerce	BCM – T 301	Corporate Accounting	06	90	04	04
MINOR	BCM – T 302						
	Commerce	BCM – T 302	Business Statistics-I	06	90	04	04
GENERIC ELECTIVE ANY ONE	BCM – T/P 303						
	Commerce	NPGE-T301	Applied Economics-I	04	60	04	04
	Commerce	NPGE-T302	Corporate Law-I	04	60	04	04
	Commerce	NPGE-T303	Financial Market Operations-I	04	60	04	04
	Commerce	NPGE-T304	Principle of Management -I	04	60	04	04
	Computer Application	NPGE-T305	Basic Programming In C-I	03	45	03	04
		NPGE-P305	Practical on Basic Programming In C-I	01	30	02	04
VOCATIONAL COURSE	BCM – T 304						
		NPVO-T301	Karyatmak Hindi Avam Naitik Mulya	02	30	02	04
		NPVO-T302A	Financial Services and Insurance-I	02	30	02	04
		NPVO-T302B	Web Designing-I	02	30	02	04
		NPVO-T302C	E- Accounting And Taxation With GST-I	02	30	02	04
TOTAL				20			



CHRISTIAN EMINENT COLLEGE, INDORE

(Academy of Management, Professional Education & Research)

An Autonomous Institution Established in 1996

NAAC (UGC) Accredited WITH GRADE "A"

F-Sector, H.I.G., Ravi Shankar Shukla Nagar Main Road, Indore (M.P.) – 452011

2022-23

Scheme of Examination (Revised under NEP - As per Ordinance 14-A)

B.Com. Part II – Semester III

Course Name	Course Code	Max. Marks				Min. Marks				
		Theory Examination		Practical Examination		TOTAL MARKS	Theory Exam.		Practical Marks	
		External	Internal	External	Internal		External	Internal	External	Internal
MAJOR COURSES (ANY ONE) TYPE 1 - CREDIT 06 (06+00)										
Commerce	BCM – T301	60	40	-	-		21	14	-	-
MINOR COURSES (ANY ONE) TYPE 1 - CREDIT 06 (06+00)										
Commerce	BCM – T302	60	40	-	-		21	14	-	-
GENERIC ELECTIVE COURSES (ANY ONE) TYPE 1 - CREDIT 04 (04+00)										
Commerce	NPGE-T301	60	40	-	-		21	14	-	-
Commerce	NPGE-T302	60	40	-	-		21	14	-	-
Commerce	NPGE-T303	60	40	-	-		21	14	-	-
Commerce	NPGE-T304	60	40	-	-		21	14	-	-
GENERIC ELECTIVE COURSES (ANY ONE) TYPE 2 - CREDIT 04 (03+01)										
Computer Application	NPGE-T305	60	40	-	-		21	14	-	-
Practical on CA	NPGE-P305	-	-	100	-		-	-	35	-
VOCATIONAL COURSE - CREDIT 04 (04+00)										
Karyatmak Hindi Avam Naitik Mulya	NPVO-T301	30	20	-	-		11	7	-	-
Financial Services and Insurance-I	NPVO-T302A	30	20	-	-		11	7	-	-
Web Designing-I	NPVO-T302B	30	20	-	-		11	7	-	-
E- Accounting And Taxation With GST-I	NPVO-T302C	30	20	-	-		11	7	-	-
TYPE 1 - 03 Theory										
TOTAL MARKS		400		-			200		-	
TYPE 2 - 02 Theory + 01 Theory + Practical										
TOTAL MARKS		500		-			250		-	



CHRISTIAN EMINENT COLLEGE, INDORE

(Academy of Management, Professional Education & Research)

An Autonomous Institution Established in 1996

NAAC (UGC) Accredited WITH GRADE "A"

F-Sector, H.I.G., Ravi Shankar Shukla Nagar Main Road, Indore (M.P.) – 452011

2022-23

Scheme of Examination (Revised under NEP - As per Ordinance 14-A)

B.Com. Part II – Semester IV

COURSE TYPE	COURSE NAME	COURSE CODE	COURSE TITLE	CREDITS	TOTAL HOURS	LECTURE HOURS PER WEEK	MIN. GRADE POINT OUT OF 10
MAJOR	BCM – T 401						
	Commerce	BCM – T 401	Cost Accounting	06	90	04	04
MINOR	BCM – T 402						
	Commerce	BCM – T 402	Business Statistics-II	06	90	04	04
GENERIC ELECTIVE ANY ONE	BCM – T/P 403						
	Commerce	NPGE-T401	Applied Economics-II	04	60	04	04
	Commerce	NPGE-T402	Corporate Law-II	04	60	04	04
	Commerce	NPGE-T403	Financial Market Operations-II	04	60	04	04
	Commerce	NPGE-T404	Principle of Management -II	04	60	04	04
	Computer Application	NPGE-T405	Basic Programming In C-II	03	45	03	04
		NPGE-P405	Practical on Basic Programming In C-II	01	30	02	04
VOCATIONAL COURSE	BCM – T 404						
		NPVO-T401	Advance English and Entrepreneurship Practices	02	30	02	04
		NPVO-T402A	Financial Services and Insurance-II	02	30	02	04
		NPVO-T402B	Web Designing-II	02	30	02	04
		NPVO-T402C	E- Accounting And Taxation With GST-II	02	30	02	04
TOTAL				20			



CHRISTIAN EMINENT COLLEGE, INDORE

(Academy of Management, Professional Education & Research)

An Autonomous Institution Established in 1996

NAAC (UGC) Accredited WITH GRADE "A"

F-Sector, H.I.G., Ravi Shankar Shukla Nagar Main Road, Indore (M.P.) – 452011

2022-23

Scheme of Examination (Revised under NEP - As per Ordinance 14-A)

B.Com. Part II – Semester IV

Course Name	Course Code	Max. Marks					Min. Marks			
		Theory Examination		Practical Examination		TOTAL MARKS	Theory Exam.		Practical Marks	
		External	Internal	External	Internal		External	Internal	External	Internal
MAJOR COURSES (ANY ONE) TYPE 1 - CREDIT 06 (06+00)										
Commerce	BCM – T401	60	40	-	-		21	14	-	-
MINOR COURSES (ANY ONE) TYPE 1 - CREDIT 06 (06+00)										
Commerce	BCM – T402	60	40	-	-		21	14	-	-
GENERIC ELECTIVE COURSES (ANY ONE) TYPE 1 - CREDIT 04 (04+00)										
Commerce	NPGE-T401	60	40	-	-		21	14	-	-
Commerce	NPGE-T402	60	40	-	-		21	14	-	-
Commerce	NPGE-T403	60	40	-	-		21	14	-	-
Commerce	NPGE-T404	60	40	-	-		21	14	-	-
GENERIC ELECTIVE COURSES (ANY ONE) TYPE 2 - CREDIT 04 (03+01)										
Computer Application	NPGE-T405	60	40	-	-		21	14	-	-
Practical on CA	NPGE-P405	-	-	100	-		-	-	35	-
VOCATIONAL COURSE - CREDIT 04 (04+00)										
Advance English and Entrepreneurship Practices	NPVO-T401	30	20	-	-		11	7	-	-
Financial Services and Insurance-II	NPVO-T402A	30	20	-	-		11	7	-	-
Web Designing-II	NPVO-T402B	30	20	-	-		11	7	-	-
E- Accounting And Taxation With GST-II	NPVO-T402C	30	20	-	-		11	7	-	-
TYPE 1 - 03 Theory										
TOTAL MARKS		400		-			200		-	
TYPE 2 - 02 Theory + 01 Theory + Practical										
TOTAL MARKS		500		-			250		-	



CHRISTIAN EMINENT COLLEGE, INDORE

(Academy of Management, Professional Education & Research)

An Autonomous Institution Established in 1996

NAAC (UGC) Accredited WITH GRADE "A"

F-Sector, H.I.G., Ravi Shankar Shukla Nagar Main Road, Indore (M.P.) – 452011

2022-23

Syllabus

B.Com. Part II– Semester III

BCM- T301 – CORPORATE ACCOUNTING

MAX. MARKS:60+40

MIN. PASS MARKS: 21+14

No. of Lectures per week: 06 Hour

Total Lectures: 90

The Question Paper will contain questions equally distributed in all Units. The Internal Choice will be given in all Questions.

Recognize circumstances providing for increased exposure to errors and frauds.

Unit-I	18 Lectures
Share :Meaning ,types, Issue ,forfeiture ,Re-issue of shares ,Redemption of Preference shares ,Corporate social responsibility.	
Unit-II	16 Lectures
Debenture :Meaning, types, issue and Redemption of Debentures, Profit Loss Account and Balance sheet of the company (in brief),	
Unit-III	18 Lectures
Calculation of Profit And Loss Prior And Post Incorporation Liquidation of Company ,Accounting for Liquidation of Companies.	
Unit-IV	18 Lectures
Goodwill : Concept, types , characteristics\ Nature, Valuation of Goodwill ,Valuation of shares. Accounting for Merger as per AS 14 ,Internal Reconstruction of a company as per Indian accounting standard 14.	
Unit-V	20 Lectures
Meaning of Holding And Subsidiary Company ,Preparation of Consolidated Balance Sheet of Holding Company With One Subsidiary Company.	

BOOKS:

1. Sharda Gagwar , Himalaya Publishing House, Mumbai
 2. Mangal Ramesh , Company Accounts, Universal Publication, Agra
 3. Gupta R.L. Radhaswamy M. , Company Accounts, Sultan Chand and Sons, New Delhi
 4. Maheshwari S.N. , Corporate Accounting Vikas Publishing House , New Delhi
 5. Modi, Oswal and S.K. Khatik , Corporate Accounting in Hindi and English (both) College Book House, Jaipur
 6. Mehta, Brahmabhatt, Corporate Accounting, Devi Ahilya Prakashan, Indore
 7. S.M Shukla, Sahitya Bhawan Publications , Agra
 8. Jain and Narang , Kalyani Publishers , New Delhi
-
-



CHRISTIAN EMINENT COLLEGE, INDORE

(Academy of Management, Professional Education & Research)

An Autonomous Institution Established in 1996

NAAC (UGC) Accredited WITH GRADE "A"

F-Sector, H.I.G., Ravi Shankar Shukla Nagar Main Road, Indore (M.P.) – 452011

2022-23

Syllabus

B.Com. Part II– Semester III

BCM- T302 - BUSINESS STATISTICS-I

MAX. MARKS:60+40

MIN. PASS MARKS: 21+14

No. of Lectures per week: 06 Hour

Total Lectures: 90

The Question Paper will contain questions equally distributed in all Units. The Internal Choice will be given in all Questions.

Unit-I	18 Lectures
Statistics: Meaning, Definition, significance, Statistical Investigation, Laws of Statistics, Scope of Statistics, Limitations of Statistics, Frequency Distribution.	
Unit-II	20 Lectures
Process of data collection, Primary and Secondary Data ,methods of sampling, preparation of questionnaire, classification and tabulation of data ,preparation of statistical series and its types.	
Unit-III	18 Lectures
Measures of Central Tendencies: Mean, Median, Mode, partition value, Geometric Mean, Harmonic Mean.	
Unit-IV	20 Lectures
Dispersion and skewness- Range, Lorenz curve, Quartile Deviation, Standard Deviation, Mean Deviation, coefficient of variation , variance .	
Unit-V	14 Lectures
diagrammatic and graphical presentations of data	

BOOKS:

- Fundamentals of Statistics, S.C. Gupta, Himalaya Publishing House
 - Business Statistics, N. D.Vohra, TATA McGraw Hill.
 - D.N. Elhance: Fundamental of Statistics, Kitab Mahal, Allahabad
 - Gupta, S.P.: Business Statistics, Sultan Chand and Sons, New Delhi.
 - Statistical Analysis, Dr P.O Tulsian, S.Chand Publications, Delhi
 - Business Statistics, Dr S.M Shukla and Sahai, Sahitya Bhawan Publications,
 - Agra (Hindi and English, both Medium)
 - Business Statistics, R.S. Bhardwaj, Excel Books
-



CHRISTIAN EMINENT COLLEGE, INDORE

(Academy of Management, Professional Education & Research)

An Autonomous Institution Established in 1996

NAAC (UGC) Accredited WITH GRADE "A"

F-Sector, H.I.G., Ravi Shankar Shukla Nagar Main Road, Indore (M.P.) – 452011

2022-23

Syllabus

B.Com. Part II– Semester III

BCM – T 303 (NEGE) – GENERIC ELECTIVE– ANY ONE (GE) –
NPGE-T301 - APPLIED ECONOMICS-I

MAX. MARKS:60+40

MIN. PASS MARKS: 21+14

No. of Lectures per week: 04 Hour

Total Lectures: 60

The Question Paper will contain questions equally distributed in all Units. The Internal Choice will be given in all Questions.

Unit-I	12 Lectures
Historical background of applied economics, concept of applied economics, scope, nature and importance its limitation Difference between Micro and Macroeconomics.	
Unit-II	14 Lectures
National income -concept, Gross National Product, Net National Product and Gross Domestic Product Net Domestic Product, methods of measurement of National Income and problems related to that.	
Unit-III	12 Lectures
Income and consumption relationship -principle of determination of income classical and Keynes's theory solution of short term and long term Consumption function , conjunction function in Indian Economy	
Unit-IV	12 Lectures
Value of money – Meaning, concept, importance techniques and determinants of Value of Money	
Unit-V	10 Lectures
Theory of money-Quantity theory of money, theory of Fisher and Cambridge theory of demand and supply of money theory of value of money theory of liquidity of money Keynes's money income theory.	

Learning Recourses:

1. T.N. Chhabra, Himalaya Publishing house , New Delhi
 2. K. K. Sinha , V K Global publication , Faridabad
 3. Dr. Ramesh Mangal , Universal publication, Agra
-



CHRISTIAN EMINENT COLLEGE, INDORE

(Academy of Management, Professional Education & Research)

An Autonomous Institution Established in 1996

NAAC (UGC) Accredited WITH GRADE "A"

F-Sector, H.I.G., Ravi Shankar Shukla Nagar Main Road, Indore (M.P.) – 452011

2022-23

Syllabus

B.Com. Part II– Semester III

BCM – T 303 (NEGE) – GENERIC ELECTIVE– ANY ONE (GE) –
NPGE-T302 - CORPORATE LAW-I

MAX. MARKS:60+40

MIN. PASS MARKS: 21+14

No. of Lectures per week: 04 Hour

Total Lectures: 60

The Question Paper will contain questions equally distributed in all Units. The Internal Choice will be given in all Questions.

Unit-I	12 Lectures
Preliminary to Companies Act 2013 Company -Definition, characteristics, types of company, formation of company promotions incorporation.	
Unit-II	14 Lectures
Company-Registration, Commencement of business, Memorandum of association, Article of Association and Prospectus.	
Unit-III	12 Lectures
Management - Board of directors, types of directors ,their qualifications, appointment and removal, powers, duties, liabilities, Director's Meeting	
Unit-IV	12 Lectures
Administration-company meetings-types, importance, quorum, voting, resolution and minutes, Reports, Powers of Central Government to call AGM, Chairman's Speech	
Unit-V	10 Lectures
Dividend – Types, Declaration and payment of dividend, maintenance and authentication of financial statements, Dividend fund.	

Learning Recourses:

1. Business Organization Law, James Kox, Thomas Hazen
 2. Corporate Law, Stephan Bainbridge.
-



CHRISTIAN EMINENT COLLEGE, INDORE

(Academy of Management, Professional Education & Research)

An Autonomous Institution Established in 1996

NAAC (UGC) Accredited WITH GRADE "A"

F-Sector, H.I.G., Ravi Shankar Shukla Nagar Main Road, Indore (M.P.) – 452011

2022-23

Syllabus

B.Com. Part II– Semester III

BCM – T 303 (NEGE) – GENERIC ELECTIVE– ANY ONE (GE) –
NPGE-T303 - FINANCIAL MARKET OPERATIONS-I

MAX. MARKS:60+40

MIN. PASS MARKS: 21+14

No. of Lectures per week: 04 Hour

Total Lectures: 60

The Question Paper will contain questions equally distributed in all Units. The Internal Choice will be given in all Questions.

Unit-I	12 Lectures
Historical background and introduction of financial system in India. formal and informal financial sector, Financial System and economic growth. An overview of Indian financial system 1951 to 1990. Financial sector reform after liberalization 1990 to 1991.	
Unit-II	14 Lectures
Money market Definition function significance and structure of money market, acceptance house, discount house	
Unit-III	12 Lectures
Money Market Instruments Treasury Bills, Commercial Bills Certificate of Deposit. Commercial Paper Call Money. money market new trends in Indian money market. Role of RBI and commercial bank in Indian money market.	
Unit-IV	12 Lectures
Capital Market Meaning and components of capital market, Securities market, Cash market, Equity and Debts, Depositories. Overviews, Functions, Types of Institutions.	
Unit-V	10 Lectures
Stock Market Functions of stock market, Stock brokers, Margin trading, Forward trading, Primary and Secondary market, NSE, BSE, SENSEX, NIFTY, OTCEI	

Learning Recourses:

1. Financial Market Operations, Alok Goyal.
2. Sudhindra Bhat , Financial Management Excel Book
3. Shurti Naagar Fundamental of Financial Management Parshva Publishers
4. Future Scenario of Financial service, R. Gordan & Natrajan, Himalaya Publications.



CHRISTIAN EMINENT COLLEGE, INDORE

(Academy of Management, Professional Education & Research)

An Autonomous Institution Established in 1996

NAAC (UGC) Accredited WITH GRADE "A"

F-Sector, H.I.G., Ravi Shankar Shukla Nagar Main Road, Indore (M.P.) – 452011

2022-23

Syllabus

B.Com. Part II– Semester III

BCM – T 303 (NEGE) – GENERIC ELECTIVE– ANY ONE (GE) –
NPGE-T304 - PRINCIPLE OF MANAGEMENT -I

MAX. MARKS:60+40

MIN. PASS MARKS: 21+14

No. of Lectures per week: 04 Hour

Total Lectures: 60

The Question Paper will contain questions equally distributed in all Units. The Internal Choice will be given in all Questions.

Unit-I	12 Lectures
Management: Concept /meaning, definition, nature, function, process, scope and importance of management .role of Vedic values and ethics in management, difference between management and administration.	
Unit-II	14 Lectures
Evaluation of management through early contribution : Taylor and scientific management, Fayol's administrative management ,bureaucracy human relation, and modern approach, managerial ethics	
Unit-III	12 Lectures
Planning -meaning nature scope objective functions and significance of planning element and estate of planning strategies and policies. Process and barriers to effective planning	
Unit-IV	12 Lectures
ORGANIZING—Meaning, definition ,types ,scope, principle line and staff relationship authority delegations and decentralization ,effective organization ,Organizational structure. Decision-Meaning, definition, types, scope, principles of decision making.	
Unit-V	10 Lectures
Staffing-Nature and scope of staffing ,manpower planning, selection and training, delegation of authority, performance appraisal	

Learning Recourses:

1. Dr. R.L. Nolakha – Principles of Management. Ramesh Book Depot
2. T N Chhabra- Principle and Practice of Management, Dhanpat Rai & Co.
3. Shukla , Understanding Organization
4. डॉ. सुधा.जी – प्रबंध अवधारणा व संगठनात्मक व्यवहार
5. जैन पी.सी. – संगठनात्मक व्यवहार
6. शाह व तांतेड . – प्रबंधकीय अवधारणा



CHRISTIAN EMINENT COLLEGE, INDORE

(Academy of Management, Professional Education & Research)

An Autonomous Institution Established in 1996

NAAC (UGC) Accredited WITH GRADE "A"

F-Sector, H.I.G., Ravi Shankar Shukla Nagar Main Road, Indore (M.P.) – 452011

2022-23

Syllabus

B.Com. Part II– Semester III

BCM – T 303 (NEGE) – GENERIC ELECTIVE– ANY ONE (GE) –

NPGE-T305 – BASIC PROGRAMMING IN C-I

MAX. MARKS:60+40

MIN. PASS MARKS: 21+14

No. of Lectures per week: 03 Hour

Total Lectures: 45

The Question Paper will contain questions equally distributed in all Units. The Internal Choice will be given in all Questions.

Unit-I	09 Lectures
programming fundamental : Program Concept, C language : introduction , History of C , Overview of procedural programming and object oriented programming , structure of C program , Algorithms, Flow charts – Symbols , rules for making Flow chart , Types of flowchart , techniques of problem solving : programming Techniques – Top down , bottom up , Modular , Structured- features, merits & demerits .	
Unit-II	08 Lectures
programming Techniques –logics- simple Branching , looping. Cohesion & coupling , Testing & Debugging & their Tools. How to Compile and run a C program –steps and detailed procedure. Programming in C including features of 'C', C tokens, variables , Expression , Identifiers , keywords , data Types , constants.	
Unit-III	10 Lectures
Operator: Arithmetic, Assignment, Increment and Decrement, Logical, Relational , Conditional and Bit wise operators, Precedence and Associativity of Operators, evaluations of expression , Type conversion in expressions , basic input/output and library functions: single character input/output i.e. getch(), getchar(), getche(), puts(), putch() and putchar(), formatted input output i.e. printf() and scanf().	
Unit-IV	09 Lectures
Decision making and branching : If statement , If...else statement ,Nesting of If... else Statement, else if ladder, Switch..case statement , Compound statement .	
Unit-V	09 Lectures
Looping : Introduction , while statement , for statement , do- while loops, Nested loop ,Jump control Statement :Break , continue ,goto and exit	

Learning Recourses:

1. Let us C :Kanetkar Y
 2. Programming in C: Schaum Outline , McGraw-Hill
-



CHRISTIAN EMINENT COLLEGE, INDORE

(Academy of Management, Professional Education & Research)

An Autonomous Institution Established in 1996

NAAC (UGC) Accredited WITH GRADE "A"

F-Sector, H.I.G., Ravi Shankar Shukla Nagar Main Road, Indore (M.P.) – 452011

2022-23

Syllabus

B.Com. Part II– Semester III

BCM – T 303 (NEGE) – GENERIC ELECTIVE– ANY ONE (GE) –
NPGE-P305 –PRACTICAL ON BASIC PROGRAMMING IN C-I

MAX. MARKS: 60 +40

No. of Lectures per Week: 08 Hours

MIN. PASS MARKS:21+14

Total Lectures: 60

1. C Program to Print an Integer (Entered by the User)
2. C Program to Add Two Integers
3. C Program to Multiply two Floating Point Numbers
4. C Program to Find ASCII Value of a Character
5. C Program to Compute Quotient and Remainder
6. C Program to Find the Size of int, float, double and char
7. C Program to Demonstrate the Working of Keyword long
8. C Program to Swap Two Numbers
9. C Program to Check Whether a Number is Even or Odd
10. C Program to Check Whether a Character is Vowel or Consonant
11. C Program to Find the Largest Number Among Three Numbers
12. C Program to Find all Roots of a Quadratic Equation
13. C Program to Check Leap Year
14. C Program to Check Whether a Number is Positive or Negative
15. C Program to Check Whether a Character is an Alphabet or not
16. C Program to Calculate the Sum of Natural Numbers
17. Display Characters from A to Z Using Loop
18. C Program to Find Factorial of a Number
19. C Program to Generate Multiplication Table
20. C Program to Display Fibonacci Sequence
21. C Program to Find GCD of two Numbers
22. C Program to Find LCM of two Numbers
23. C Program to Display Characters from A to Z Using Loop
24. C Program to Count Number of Digits in an Integer
25. C Program to Reverse a Number
26. C Program to Calculate the Power of a Number
27. C Program to Check Whether a Number is Palindrome or Not
28. C Program to Check Whether a Number is Prime or Not
29. C Program to Display Prime Numbers Between Two Intervals
30. C Program to Check Armstrong Number
31. C Program to Display Armstrong Number Between Two Intervals



CHRISTIAN EMINENT COLLEGE, INDORE

(Academy of Management, Professional Education & Research)

An Autonomous Institution Established in 1996

NAAC (UGC) Accredited WITH GRADE "A"

F-Sector, H.I.G., Ravi Shankar Shukla Nagar Main Road, Indore (M.P.) – 452011

2022-23

Syllabus

B.Com. Part II– Semester III

BCM – T 303 (NEGE) – GENERIC ELECTIVE– ANY ONE (GE) –

NPGE-P305 –PRACTICAL ON BASIC PROGRAMMING IN C-I

MAX. MARKS: 60 +40

No. of Lectures per Week: 08 Hours

MIN. PASS MARKS:21+14

Total Lectures: 60

32. C Program to Display Factors of a Number
 33. C Programming Code To Create Pyramid and Structure
 34. C Program to Make a Simple Calculator Using switch...case
 35. C Program to Display Prime Numbers Between Intervals Using Function
 36. C Program to Check Prime or Armstrong Number Using User-defined Function
 37. C Program to Check Whether a Number can be Expressed as Sum of Two Prime Numbers
 38. C Program to Find the Sum of Natural Numbers using Recursion
 39. C Program to Find Factorial of a Number Using Recursion
 40. C Program to Find G.C.D Using Recursion
-



CHRISTIAN EMINENT COLLEGE, INDORE

(Academy of Management, Professional Education & Research)

An Autonomous Institution Established in 1996

NAAC (UGC) Accredited WITH GRADE "A"

F-Sector, H.I.G., Ravi Shankar Shukla Nagar Main Road, Indore (M.P.) – 452011

2022-23

Syllabus

B.Com. Part II– Semester III

BCM – T 304 (NEVO) – VOCATIONAL COURSE - ANY ONE (VO) –
NPVO-T301A – FINANCIAL SERVICES AND INSURANCE-I

MAX. MARKS:30+20

MIN. PASS MARKS: 11+7

No. of Lectures per Week: 2 Hours

Total Lectures:30

The Question Paper will contain questions equally distributed in all Units. The Internal Choice will be given in all Questions.

Course Learning Outcomes:

1. Understand the function of banking and insurance services.
2. Know about and able to perform various financial services such as banking, investment advisory, wealth Management, mutual funds, insurance, consultancy, stock market, capital restructuring, portfolio management etc.
3. Enhances knowledge about the legal and regulatory aspect of the banking and insurance.
4. Aware about the financial derivative.
5. Develop skills to work in the financial and insurance services.

Unit-I	06 Lectures
Overview of Financial Services: Meaning, Importance and scope of Financial services, Indian financial system, brief study of financial institutions- RBI, commerce and cooperative banks.	
Unit-II	06 Lectures
Financial market: Money market in India, importance, features and instruments, measure to strengthen the money market in India, recommendation of the working group on money market.	
Unit-III	06 Lectures
Capital Market: Capital markets in India, New issues, Market and stock exchange, importance of stock exchange, role of the security is an exchange of board of India (SEBI), meaning and classification of mutual funds, operation of the funds, net asset value, and regulation of mutual funds in India.	
Unit-IV	06 Lectures
Financial Instruments- Meaning, cash, derivative, foreign exchange, debt based and equity based financial instruments.	
Unit-V	06 Lectures
Principles and practice of insurance: Concept, Principle and type of insurance, Life insurance, micro insurance, annuity, health insurance, general insurance, motor insurance, marine insurance, property insurance, other miscellaneous insurance.	

BOOKS:

1. R.K. Mishra, I.S. Yadav, A.P. Kumar, S P Mishra, J. Kiranmai, "Risk Management in banking, Insurance and Financial services", 2014, Academic Foundation.
2. R Gordan & Natrajan, "Future scenario of Financial Services", Himalaya Publication.
3. Satyadevi, C., Financial Services Banking and Insurance, S.Chand.
4. Kunjukunju, Benson, Mohanan, S, "Financial Market and Financial Services in India", New century publications.
5. Dhanesh Kumar Khatri, "Derivatives and Risk Management", Macmillan.



CHRISTIAN EMINENT COLLEGE, INDORE

(Academy of Management, Professional Education & Research)

An Autonomous Institution Established in 1996

NAAC (UGC) Accredited WITH GRADE "A"

F-Sector, H.I.G., Ravi Shankar Shukla Nagar Main Road, Indore (M.P.) – 452011

2022-23

Syllabus

B.Com. Part II– Semester III

BCM – T 304 (NEVO) – VOCATIONAL COURSE - ANY ONE (VO) –
NPVO-T301B – WEB DESIGNING-I

MAX. MARKS:30+20

MIN. PASS MARKS: 11+7

No. of Lectures per Week: 2 Hours

Total Lectures: 30

The Question Paper will contain questions equally distributed in all Units. The Internal Choice will be given in all Questions.

Course Learning Outcomes:

1. Code a handful of useful HTML & CSS examples
2. Build semantic, HTML & CSS web page
3. Write basic scripts
4. Use Names, Objects, and Methods

Unit-I	06 Lectures
Introduction to Internet- World Wide Web, Internet Addressing, Browser, URL, Web server, website, homepage, Domain Name. Basic concepts. Softwares for Web Designing - Notepad/Notepad++, Dreamweaver, Blue Griffon, Net beans, Sea Monkey, Word press, Sublime. Introduction to HTML: HTML Tags and Attributes, HTML Basic Tags, Formatting Tags, HTML Color Coding, Div and Span Tags for Grouping. Lists: Unordered Lists, Ordered Lists, Definition list. Images: Image and Image Mapping.	
Unit-II	06 Lectures
Hyperlink: URL- Uniform Resource Locator, URL Encoding. Table: <table> <th>, <tr>, <td>, <caption>, <thead>, <tbody>, <tfoot>, <colgroup>, <col>. Attributes Using Iframe as the Target Form: <input>, <textarea>, <button>, <select>, <label> Headers: Title, Base, Link, Styles, Script HTML Meta Tag, XHTML, HTML Deprecated Tags & Attributes	
Unit-III	06 Lectures
CSS: Introduction, Features and benefits of CSS, CSS Syntax, External Style Sheet using <link>, Multiple Style Sheets, Value Lengths and Percentages. Selectors: ID Selectors, Class Selectors, Grouping Selectors, Universal Selector, Descendant/Child Selectors, Attribute Selectors, CSS - Pseudo Classes. Color Background Cursor: background-image, background-repeat, background position, CSS Cursor	
Unit-IV	06 Lectures
Text Fonts: color, background-color, text-decoration, text-align, vertical-align, text-indent, text-transform, white-space, letter-spacing, word-spacing, line-height, font-family, font-size, font-style, font-variant, font-weight. Lists Tables: list-style-type, list-style-position, list-style-image, list-style, CSS Tables (border, width & height, text-align, vertical-align, padding, color) Box Model: Borders & Outline, Margin & Padding, Height and width, CSS Dimensions.	
Unit-V	06 Lectures
Display Positioning: CSS Visibility, CSS Display, CSS Scrollbars, CSS Positioning (Static Positioning, Fixed Positioning, Relative Positioning, Absolute Positioning), CSS Layers with Z-Index. Floats: The float Property, The clear Property, The clearfix Hack.	

BOOKS:

1. John Duckett ,HTML and CSS: Design an build websites , wiley
2. Steven M. Schafer, HTML, XHTML and CSS Bible , wiley



CHRISTIAN EMINENT COLLEGE, INDORE

(Academy of Management, Professional Education & Research)

An Autonomous Institution Established in 1996

NAAC (UGC) Accredited WITH GRADE "A"

F-Sector, H.I.G., Ravi Shankar Shukla Nagar Main Road, Indore (M.P.) – 452011

2022-23

Syllabus

B.Com. Part II– Semester III

BCM – T 304 (NEVO) – VOCATIONAL COURSE - ANY ONE (VO) –

NPVO-T301C – E- ACCOUNTING AND TAXATION WITH GST-I

MAX. MARKS:30+20

MIN. PASS MARKS: 11+7

No. of Lectures per Week: 2 Hours

Total Lectures:30

The Question Paper will contain questions equally distributed in all Units. The Internal Choice will be given in all Questions.

Course Learning Outcomes:

1. know the concept of accounting .
2. obtain of theoretical and practical knowledge of income tax act
3. achieve information relating computation of taxable income and tax liability
4. know of historical background and implementation of GST act 5th no of concept of supply and information of input tax credit.

Unit-I	06 Lectures
introduction of e accounting: 1.concept of business and profession ,types of accounts, rules accounts. 2. converting the business transaction into Journal according to the golden accounting rules . 3.concept of Ledger ,trial balance and financial accounting.	
Unit-II	06 Lectures
Income tax: 1.introduction of income tax: important concept and definitions 2. theoretical knowledge of various heads of income tax .	
Unit-III	06 Lectures
1.Computation of taxable income 2. procedure of tax assessment and types of tax assessment .	
Unit-IV	06 Lectures
Feeling of ITR ,procedure of ITR challan, Application process of PAN.	
Unit-V	06 Lectures
TDS: introduction, TDS and tax refund procedure, payment of TDS	

BOOKS:



CHRISTIAN EMINENT COLLEGE, INDORE

(Academy of Management, Professional Education & Research)

An Autonomous Institution Established in 1996

NAAC (UGC) Accredited WITH GRADE "A"

F-Sector, H.I.G., Ravi Shankar Shukla Nagar Main Road, Indore (M.P.) – 452011

2022-23

Syllabus

B.Com. Part II– Semester III

BCM – T 304 (NEVO) – VOCATIONAL COURSE

NPVO-T301 – KARYATMAK HINDI AVAM NAITIK MULYA

MAX. MARKS:30+20

MIN. PASS MARKS: 11+7

No. of Lectures per Week: 2 Hours

Total Lectures:30

The Question Paper will contain questions equally distributed in all Units. The Internal Choice will be given in all Questions.

उपयुक्त पाठ्यक्रम द्वारा छात्र:

1. कार्यात्मक हिंदी एवं उसके क्षेत्र के बारे में जान पाएंगे
2. छात्र भारतीय संविधान हिंदी भाषा संबंधित प्रावधानों एवं भाषा के विविध रूप जान पाएंगे एवं छात्र हिंदी भाषा की अशुद्धियां जानकर उन्हें संशोधित करने में सक्षम हो पाएंगे
3. छात्र कार्यालयी हिंदी के प्रयोग में सक्षम हो पाएंगे
4. छात्र नैतिक मूल्यों को जानकर नैतिक आचरण व्यवहार में लाने में सक्षम हो पाएंगे

छात्र व्यवसायिक जगत के नैतिक मूल्यों को आत्मसात कर अपना व्यवसायिक विकास कर पाएंगे

Unit-I	06 Lectures
कार्यात्मक हिंदी 1. परिभाषा और स्वरूप 2. कार्यात्मक हिंदी के क्षेत्र	
Unit-II	06 Lectures
हिन्दी भाषा और संवैधानिक प्रावधान 1. राज भाषा नीति 2. हिंदी भाषा के विविध रूप 3. (राजभाषा, राष्ट्रभाषा, माध्यम भाषा, संचार भाषा) नागरी लिपि का मानक रूप 4. हिंदी भाषा की अशुद्धियाँ एवं प्रकार	
Unit-III	06 Lectures
कार्यालयी हिंदी 1 प्रारूपण 2 संक्षेपण 3 पल्लवन 4 टिप्पण 5 पारिभाषिक शब्दावली निर्माण के सिद्धांत	



CHRISTIAN EMINENT COLLEGE, INDORE

(Academy of Management, Professional Education & Research)

An Autonomous Institution Established in 1996

NAAC (UGC) Accredited WITH GRADE "A"

F-Sector, H.I.G., Ravi Shankar Shukla Nagar Main Road, Indore (M.P.) – 452011

2022-23

Syllabus

B.Com. Part II– Semester III

Unit-IV	06 Lectures
नैतिक मूल्य 1 नैतिक मूल्य परिभाषा एवं परिचय 2 मूल्यों की विशिष्टताएं 3 नैतिक मूल्य एवं नैतिकता में अंतर 4 मूल्यों का वर्गीकरण १ सैद्धांतिक २ आर्थिक ३ सामाजिक ४ राजनीतिक ५ धार्मिक ६ सौन्दर्यात्मक मूल्य	
Unit-V	06 Lectures
व्यवसायिक नैतिकता / कॉर्पोरेट एथिक्स 1 परिचय 2 अर्थ एवं परिभाषाएं 3 विशेषताएँ एवं उदाहरण 1 4 तत्व एवं सिद्धांत	

सन्दर्भ:-

- ❖ १ शब्दावली आयोग नई दिल्ली द्वारा निर्मित व प्रकाशित प्रशासनिक शब्दावली का वृहद कोष
- ❖ २ हिंदी प्रयोग की दिशाएं : डॉ हरीश चंद्र
- ❖ ३ प्रारूपण टिप्पणी और प्रूफ पठन : डॉ विजय कुलश्रेष्ठ
- ❖ ४ प्रयोजनमूलक हिंदी : डॉ राकेश कुमार पाराशर
- ❖ ५ हिंदी में अशुद्धियां : डॉ रमेश चंद्र मेहरोत्रा
- ❖ ६ राजभाषा हिंदी : डॉ भोलानाथ तिवारी
- ❖ हिंदी भाषा और नैतिक मूल्य वैज्ञानिक तथा तकनीकी शब्दावली आयोग मध्यप्रदेश हिंदी ग्रंथ अकादमी अनुशासित डिजिटल प्लेटफॉर्म वेब लिंक:-

- www.wikipidiya.org
- www.egyankosh.ac.in
- www.youtube.com
- <https://epgp.inflibnet.ac.in>
- hindiwi.org



CHRISTIAN EMINENT COLLEGE, INDORE

(Academy of Management, Professional Education & Research)

An Autonomous Institution Established in 1996

NAAC (UGC) Accredited WITH GRADE "A"

F-Sector, H.I.G., Ravi Shankar Shukla Nagar Main Road, Indore (M.P.) – 452011

2022-23

Syllabus

B.Com. Part II- Semester IV

BCM- T401- COST ACCOUNTING

MAX. MARKS:60+40

MIN. PASS MARKS: 21+14

No. of Lectures per week: 06 per Hour

Total Lectures: 90

The Question Paper will contain questions equally distributed in all Units. The Internal Choice will be given in all Questions.

Course Learning Out comes; The outcome of this course is to provide the students with practical legal knowledge of general business law issues. To understand the Essential of a Valid Contract. The Laws of the Act, Consideration, and the various Modes of Discharge of Contract to explain the various Laws with Regard to Sale of goods and Performance of a Sale Contract and Remedial Measures to Familiarize the students with the various Laws with regard to consumer Protection in India and the Function of various consumer Forum and to understand the meaning and the various Legislations with regard to the Cyber Laws.

Unit-I	18 Lectures
Cost: Meaning ,Concept And Classification ,Element of Cost ,Nature And Importance ,History of Cost Account Material Costing: Methods of Valuation of Material Issued, Concept ,and Material Control And Its Techniques.	
Unit-II	20 Lectures
Labour Costing: Method of Wages Payment ,Overhead Costing :Overhead Costing (Include Calculation Of Machine Hour Rate.)	
Unit-III	16 Lectures
Unit Costing : Preparation of Cost Sheet and Statement of Cost ,Calculation Of Tender Price.	
Unit-IV	18 Lectures
Contract And Job Costing Operating Costing (Transport Cost)	
Unit-V	18 Lectures
Process costing: per unit Process cost, Normal loss ,Abnormal loss ,Abnormal gain, by product reconciliation of cost and financial statement.	

BOOKS:

1. Jain & Narang Kalyani Publishers New Delhi (Both Medium)
2. Arora M.N. Cost Accounting, Principles and Practice, Vikas New Delhi.
3. Maheshwari S.N. Advance Problems and Solutions in cost accounting: Sultan Chand, New Delhi
4. Agrawal M.L. S.B. Agra Cost Accounting (In Hindi)
5. Jain B.K. Prof. Jain N.C. Cost Accounting and in English Ramesh Book Depot, Jaipur.
6. Mehta, Brahmhatt Cost Accounting Devi Ahilya Prakashan, Indore



CHRISTIAN EMINENT COLLEGE, INDORE

(Academy of Management, Professional Education & Research)

An Autonomous Institution Established in 1996

NAAC (UGC) Accredited WITH GRADE "A"

F-Sector, H.I.G., Ravi Shankar Shukla Nagar Main Road, Indore (M.P.) – 452011

2022-23

Syllabus

B.Com. Part II- Semester IV

BCM- T402 - BUSINESS STATISTICS-II

MAX. MARKS:60+40

MIN. PASS MARKS: 21+14

No. of Lectures per week: 06 per Hour

Total Lectures: 90

The Question Paper will contain questions equally distributed in all Units. The Internal Choice will be given in all Questions.

Unit-I	16 Lectures
Correlation Analysis: meaning, definition, types and degree of correlation, Karl Pearson's Coefficient of Correlation, Spearman's Rank Correlation.	
Unit-II	18 Lectures
Regression analysis meaning, uses, difference between correlation and regression, regression equations, calculation of coefficient of regression	
Unit-III	18 Lectures
Analysis of Time Series: meaning, importance, components, measurement of long term trend, measurement of cyclical and Irregular fluctuations.	
Unit-IV	18 Lectures
Index Number: meaning, characteristics, importance and uses, construction of index numbers, Fisher ideal index number, Cost of living index number	
Unit-V	20 Lectures
Association of attribute (only two variable) meaning types, characteristics, method of determining association of attribute.	

BOOKS:

- Fundamentals of Statistics, S.C. Gupta, Himalaya Publishing House
 - Business Statistics, N. D.Vohra, TATA McGraw Hill.
 - D.N. Elhance: Fundamental of Statistics, Kitab Mahal, Allahabad
 - Gupta, S.P.: Business Statistics, Sultan Chand and Sons, New Delhi.
 - Statistical Analysis, Dr P.O Tulsian, S.Chand Publications, Delhi
 - Business Statistics, Dr S.M Shukla and Sahai, Sahitya Bhawan Publications,
 - Agra (Hindi and English, both Medium)
 - Business Statistics, R.S. Bhardwaj, Excel Books
-
-



CHRISTIAN EMINENT COLLEGE, INDORE

(Academy of Management, Professional Education & Research)

An Autonomous Institution Established in 1996

NAAC (UGC) Accredited WITH GRADE "A"

F-Sector, H.I.G., Ravi Shankar Shukla Nagar Main Road, Indore (M.P.) – 452011

2022-23

Syllabus

B.Com. Part II- Semester IV

BCM – T 403 (NEGE) – GENERIC ELECTIVE– ANY ONE (GE) –
NPGE-T401 - APPLIED ECONOMICS-II

MAX. MARKS:60+40

MIN. PASS MARKS: 21+14

No. of Lectures per week: 04 per Hour

Total Lectures: 60

The Question Paper will contain questions equally distributed in all Units. The Internal Choice will be given in all Questions.

Unit-I	12 Lectures
Concept of economic development and economic growth economic development and its determining factors economic and non economic factors affecting economic growth.	
Unit-II	14 Lectures
Classical and modern theories of economic development stage of economic development of keynes's and roastow strategy of balanced and unbalanced development.	
Unit-III	10 Lectures
Changes in the value of money -money inflation money deflation inflation and narrative inflation demand driving inflation	
Unit-IV	14 Lectures
INFLATION – Definition, Sources, Economic effects of inflation, control of inflation, Deflation - Definition, causes, effects, control of deflation.	
Unit-V	10 Lectures
Cost growth inflation effect of money inflation and money deflection in the Indian economy.	

Learning Recourses:

1. T.N. Chhabra, Himalaya Publishing house , New Delhi
 2. K. K. Sinha , V K Global publication , Faridabad
 3. Dr. Ramesh Mangal , Universal publication, Agra
-



CHRISTIAN EMINENT COLLEGE, INDORE

(Academy of Management, Professional Education & Research)

An Autonomous Institution Established in 1996

NAAC (UGC) Accredited WITH GRADE "A"

F-Sector, H.I.G., Ravi Shankar Shukla Nagar Main Road, Indore (M.P.) – 452011

2022-23

Syllabus

B.Com. Part II- Semester IV

BCM – T 303 (NEGE) – GENERIC ELECTIVE– ANY ONE (GE) –
NPGE-T402 - CORPORATE LAW-I

MAX. MARKS:60+40

MIN. PASS MARKS: 21+14

No. of Lectures per week: 04 per Hour

Total Lectures: 60

The Question Paper will contain questions equally distributed in all Units. The Internal Choice will be given in all Questions.

Unit-I	12 Lectures
Accounts and Audit Accounting Records, preservation of Account book, Report. Auditors appointment and removal ,qualification, Power and duties ,responsibilities, remuneration audit report	
Unit-II	14 Lectures
Oppression and Mis management restricting- Prevention of oppression and mismanagement provisions related to compromises and Amalgamation	
Unit-III	10 Lectures
Winding of Company –Meaning , definition, Concept ,characteristics, dissolution and modes of winding up, procedure of winding up	
Unit-IV	14 Lectures
National company law tribunal Definition, constitutions of NCLT, constitution of a Appellate tribunal ,provisions regarding, appeal and punishment	
Unit-V	10 Lectures
Emerging issues in company law- Selection procedure and term of board ,performance evaluation of directors ,missing independence of directors, removal of independent directors ,transparency and data protection	

Suggested Readings:

1. Business Organization Law, James Kox, Thomas Hazen
 2. Corporate Law, Stephan Bainbridge.
-
-



CHRISTIAN EMINENT COLLEGE, INDORE

(Academy of Management, Professional Education & Research)

An Autonomous Institution Established in 1996

NAAC (UGC) Accredited WITH GRADE "A"

F-Sector, H.I.G., Ravi Shankar Shukla Nagar Main Road, Indore (M.P.) – 452011

2022-23

Syllabus

B.Com. Part II- Semester IV

BCM – T 403 (NEGE) – GENERIC ELECTIVE - ANY ONE (GE) –
NEGE-T403- FINANCIAL MARKET OPERATIONS-II

MAX. MARKS:60+40

MIN. PASS MARKS: 21+14

No. of Lectures per week: 04 per Hour

Total Lectures: 60

The Question Paper will contain questions equally distributed in all Units. The Internal Choice will be given in all Questions.

Unit-I	12 Lectures
Stock Exchange Board of India SEBI as capital market regulators, Objectives, Functions, Power and organizational structure of SEBI. SEBI guideline of primary and secondary market, Listing procedure and legal requirements public issues, pricing and marketing.	
Unit-II	14 Lectures
Financial Services Introduction of financial services industry in India, Merchant banking meaning and scope, Underwriting and regulatory framework of merchant banking in India.	
Unit-III	10 Lectures
Financing Instruments Leasing and Hire purchase, Consumer and housing finance, Venture capital finance, Factoring and Forfeiting.	
Unit-IV	14 Lectures
Credit Rating Meaning and concept of credit rating, Types, Functions, Credit rating agency in India, CIBIL, CRISIL.	
Unit-V	10 Lectures
Stock Exchange and Investor Functionaries of stock exchange, Sub Brokers, Market makers, Jobbers, Portfolio consultants, Institutional Investors, Investor's protection in Stock Exchange, Company law board, Remedy through courts.	

Suggested Readings:

1. Financial Market Operations, Alok Goyal.
 2. Sudhindra Bhat , Financial Management Excel Book
 3. Shurti Naagar Fundamental of Financial Management Parshva Publishers
 4. Future Scenario of Financial service, R. Gordan & Natrajan, Himalaya Publications.
-



CHRISTIAN EMINENT COLLEGE, INDORE

(Academy of Management, Professional Education & Research)

An Autonomous Institution Established in 1996

NAAC (UGC) Accredited WITH GRADE "A"

F-Sector, H.I.G., Ravi Shankar Shukla Nagar Main Road, Indore (M.P.) – 452011

2022-23

Syllabus

B.Com. Part II- Semester IV

BCM – T 403 (NEGE) – GENERIC ELECTIVE - ANY ONE (GE) –
NEGE-T404- PRINCIPLE OF MANAGEMENT -II

MAX. MARKS:60+40

MIN. PASS MARKS: 21+14

No. of Lectures per week: 04 per Hour

Total Lectures: 60

The Question Paper will contain questions equally distributed in all Units. The Internal Choice will be given in all Questions.

Unit-I	12 Lectures
motivation --- meaning, concept, Importance, characteristics, classification of motives, Need for motivation ,Techniques of motivation, theories of motivation –(MC Gregor’s motivation theory X and Y ,Herzberg’s motivation theory ,motivation theory of William ouchi)	
Unit-II	14 Lectures
Leadership ----Concept of leadership, functions of a leader, characteristic of effective leadership, types, and theories of leadership and leadership style	
Unit-III	10 Lectures
Coordination -. Meaning of coordination element and feature of coordination importance of coordination corporation and coordination step for effective coordination management of conflicts.	
Unit-IV	14 Lectures
direction and controlling ---- meaning and definition of direction importance and principle of direction techniques of directions meaning of supervision, Controlling -definition elements importance controlling processor types of control control techniques recruitments of good control system responsibility accounting PERT and CPM use of computers and it in management control	
Unit-V	10 Lectures
Emerging trends in Management – Basic concept of total quality management ,Crisis management ,globe practice , change management, logistic management	

Suggested Readings:

1. Dr. R.L. Nolakha – Principles of Management. Ramesh Book Depot
 2. T N Chhabra- Principle and Practice of Management, Dhanpat Rai & Co.
 3. Shukla , Understanding Organization
 4. डॉ. सुधा.जी – प्रबंध अवधारणा व संगठनात्मक व्यवहार
 5. जैन पी.सी. – संगठनात्मक व्यवहार
 6. शाह व तांतेड . – प्रबंधकीय अवधारणा
-
-



CHRISTIAN EMINENT COLLEGE, INDORE

(Academy of Management, Professional Education & Research)

An Autonomous Institution Established in 1996

NAAC (UGC) Accredited WITH GRADE "A"

F-Sector, H.I.G., Ravi Shankar Shukla Nagar Main Road, Indore (M.P.) – 452011

2022-23

Syllabus

B.Com. Part II- Semester IV

BCM – T 403 (NEGE) – GENERIC ELECTIVE– ANY ONE (GE) –
NPGE-T405 – BASIC PROGRAMMING IN C-II

MAX. MARKS:60+40

MIN. PASS MARKS: 21+14

No. of Lectures per week: 03 per Hour

Total Lectures: 45

The Question Paper will contain questions equally distributed in all Units. The Internal Choice will be given in all Questions.

Unit-I	09 Lectures
Arrays : what is array , declaring initializing , accessing individual elements in an array , manipulating array elements using loops , 2D and 3D arrays . String : declaration , string function – strcat, strcpy , strcmp , strlen , strstr .	
Unit-II	10 Lectures
Functions : utility of functions , categories of functions (i) Introduction (ii) User defined function and library functions , Categories of use defined functions , Return values and their types , calling a function , Void functions , Differentiating between declaration and definition of function argument / parameters in functions , Functions with variable number of argument	
Unit-III	09 Lectures
Call by value & Call by reference , Recursion , Calling of functions ,Scope and life of variables – local and global variable, Storage class – auto , extern , static , register .	
Unit-IV	08Lectures
Pointers : Overview of pointers. Arithmetic operation using Pointer, Pointer to Pointer Preprocessor , # define , defining functions like macros , # error ,#include, conditional compilation directives i.e. #if , #else , #elif and #ifdef & undef .	
Unit-V	09 Lectures
Structures : Structure definition , declaring and initializing Structure variables , the structure tag , period operator , accessing Structure members , Copying & Comparison of structures , the concept of structure of structure , array of structure ; arrow operator and nesting of structure , Unions : initializing and use of it in a program. File management: Introduction .	

Learning Recourses:

1. Let us C :Kanetkar Y
 2. Programming in C: Schaum Outline , McGraw-Hill
-



CHRISTIAN EMINENT COLLEGE, INDORE

(Academy of Management, Professional Education & Research)

An Autonomous Institution Established in 1996

NAAC (UGC) Accredited WITH GRADE "A"

F-Sector, H.I.G., Ravi Shankar Shukla Nagar Main Road, Indore (M.P.) – 452011

2022-23

Syllabus

B.Com. Part II- Semester IV

BBA – T 404 (NEVO) – VOCATIONAL COURSE – ANY ONE (VO) –
NPVO-T401 – ADVANCE ENGLISH & ENTREPRENEURSHIP PRACTICES

MAX. MARKS:30+20

MIN. PASS MARKS: 11+7

No. of Lectures per Week: 2 Hours

Total Lectures:30

The Question Paper will contain questions equally distributed in all Units. The Internal Choice will be given in all Questions.

Through this course the students will be able to:

1. Strengthen their grammar and vocabulary.
2. Acquire and develop LSRW (Listening, Speaking, Reading and Writing) skills.
3. Learn to think creatively and critically. After the completion of the course, students are expected to gain competency and proficiency in English language to perform at professional and personal level as well as to face competitive examinations at State and National level.
4. Introduces the students to the basics of entrepreneurship and small business management. It Helps in building the skills, framework and knowledge of entrepreneurship and new venture creation. Helps in achieving competency and proficiency in language for entrepreneurship related correspondence and presentations.
5. Helps the students in understand the importance of the planning process and learn how to develop, write and present an effective business plan for a new venture.

Unit-I	07 Lectures
Advance English: Grammar Components- Tense, Parts of Speech, Vocabulary, Idioms, Phrases, Punctuations, Mis-spelt and Inappropriate words, Re-organizing Jumbled sentences, Spotting the errors.	
Unit-II	04 Lectures
Comprehension Skills: Multiple choice questions based on unseen passages.	
Unit-III	06 Lectures
Language Skills and Writing Skills Advertisement and Notice-writing, Letter Writing (Formal & Informal), Brochures, social media, Email writing. Practice sessions for Conversational English.	
Unit-IV	06 Lectures
Entrepreneurship Practices Basic Concept of entrepreneurship, types, Importance and needs of entrepreneurs and significance of entrepreneurship in economic development, Start-up Process, Generation of start-up ideas. Marketing and Advertising, Planning a marketing strategy. Role of English language in entrepreneurship. Speaking Skills and entrepreneurship related correspondence: Oral presentation, delivering group presentations, Presenting a business plan.	
Unit-V	07 Lectures
Corporate Ethics and responsibilities, Innovation, and creativity, Writing the business plan/project proposal, writing a report: Outlining a meeting, Minutes of the meeting, Project submission/presentation and appraisal.	
Key Words: Comprehension, Advertisement, Language Skills, Writing Skills Notice-writing ,entrepreneurship, Corporate Ethics, business plan	



CHRISTIAN EMINENT COLLEGE, INDORE

(Academy of Management, Professional Education & Research)

An Autonomous Institution Established in 1996

NAAC (UGC) Accredited WITH GRADE "A"

F-Sector, H.I.G., Ravi Shankar Shukla Nagar Main Road, Indore (M.P.) – 452011

2022-23

Syllabus

B.Com. Part II- Semester IV

**BBA – T 404 (NEVO) – VOCATIONAL COURSE – ANY ONE (VO) –
NPVO-T401 – ADVANCE ENGLISH & ENTREPRENEURSHIP PRACTICES**

MAX. MARKS:30+20

MIN. PASS MARKS: 11+7

1. No. of Lectures per Week: 2 Hours

Total Lectures:30

2. Brush up Your English by S.T. Imam. Bharti Bhawan Publishers & Distributors, 2017
3. S.P. Dhanvel. English and Soft Skills. Orient Black Swan, 2010.
4. Dr. M. Farook. English for Communication, Emerald Publishers, 2015.
5. Kuratko and Rao, Entrepreneurship: A South Asian Perspective, Cengage Learning.
6. Robert Hisrich, Michel Peters, Dean Shepherd. Entrepreneurship, McGraw-Hill Education
7. Desai, Vasant. Dynamics of Entrepreneurial Development and Management. Mumbai, Himalaya Publishing House
8. Singh Nagendra P. Emerging trends in Entrepreneurship Development. New Delhi: ASEED.
9. SS Khanka, Entrepreneurial Development, S. Chand and Co., Delhi.

Web Sources:

www.englishclub.com

<https://nptel.ac.in>

<https://www.myenglishpages.com>

Online or Web Resources:

http://slbcmadhyapradesh.in/frontmarqee/571e2722-f3ec-4b82-8591-5b4721dff44e-atmanirbhar%20Bharat%20full%20presentation_compressed.pdf



CHRISTIAN EMINENT COLLEGE, INDORE

(Academy of Management, Professional Education & Research)

An Autonomous Institution Established in 1996

NAAC (UGC) Accredited WITH GRADE "A"

F-Sector, H.I.G., Ravi Shankar Shukla Nagar Main Road, Indore (M.P.) – 452011

2022-23

Syllabus

B.Com. Part II- Semester IV

BCM – T 404 (NEVO) – GENERIC ELECTIVE– ANY ONE (VO) –
NPVO-T402A – FINANCIAL SERVICES AND INSURANCE-II

MAX. MARKS:30+20

MIN. PASS MARKS: 11+7

No. of Lectures per Week: 2 Hours

Total Lectures:30

The Question Paper will contain questions equally distributed in all Units. The Internal Choice will be given in all Questions.

Course Learning Outcomes:

1. Understand the function of banking and insurance services.
2. Know about and able to perform various financial services such as banking, investment advisory, wealth Management, mutual funds, insurance, consultancy, stock market, capital restructuring, portfolio management etc.
3. Enhances knowledge about the legal and regulatory aspect of the banking and insurance.
4. Aware about the financial derivative.
5. Develop skills to work in the financial and insurance services.

Unit-I	06 Lectures
Overview of Financial Services: Non banking financial institutions, development banks, merchant Bank, basic of mutual fund, credit rating, An overview of microfinance	
Unit-II	06 Lectures
Venture Capital – Growth of Venture Capital in India – Financing Pattern under Venture Capital – Legal Aspects and Guidelines for Venture Capital, Leasing – types of Leases – Evaluation of Leasing Option Vs. Borrowing.	
Unit-III	06 Lectures
Credit Rating – Meaning, Functions – Debt Rating System of CRISIL, ICRA and CARE. Factoring, Forfeiting and Bill Discounting – Types of Factoring Arrangements – Factoring in the Indian Context.	
Unit-IV	06 Lectures
Mutual Funds – Concept and Objectives, Functions and Portfolio Classification, Organization and Management – De-mat Services-need and Operations-role of NSDL and CSDL.	
Unit-V	06 Lectures
Principles and practice of insurance: The concept of risk and classification of risk, insurance document, online insurance, process of claim and settlement, policy terms and conditions, legal and regulatory aspect of insurance (IRDA).	

BOOKS:

1. R.K. Mishra, I.S. Yadav, A.P. Kumar, S P Mishra, J. Kiranmai, "Risk Management in banking, Insurance and Financial services", 2014, Academic Foundation.
2. R Gordan & Natrajan, "Future scenario of Financial Services", Himalaya Publication.
3. Satyadevi, C., Financial Services Banking and Insurance, S.Chand.
4. Kunjukunju, Benson, Mohanan, S, "Financial Market and Financial Services in India", New century publications.
5. Dhanesh Kumar Khatri, "Derivatives and Risk Management", Macmillan.



CHRISTIAN EMINENT COLLEGE, INDORE

(Academy of Management, Professional Education & Research)

An Autonomous Institution Established in 1996

NAAC (UGC) Accredited WITH GRADE "A"

F-Sector, H.I.G., Ravi Shankar Shukla Nagar Main Road, Indore (M.P.) – 452011

2022-23

Syllabus

B.Com. Part II- Semester IV

BCM – T 404 (NEVO) – VOCATIONAL COURSE - ANY ONE (VO) –
NPVO-T402B – WEBDESIGNING-II

MAX. MARKS:30+20

MIN. PASS MARKS: 11+7

No. of Lectures per Week: 2 Hours

Total Lectures:30

The Question Paper will contain questions equally distributed in all Units. The Internal Choice will be given in all Questions.

Course Learning Outcomes:

1. Code a handful of useful HTML & CSS examples
2. Build semantic, HTML & CSS web page
3. Write basic scripts
4. Use Names, Objects, and Methods
5. Add Interactivity to a Web Page
6. Create Dynamic Web Pages using Java Script in HTML forms.

Unit-I	06 Lectures
The JavaScript: Nature of JavaScript, Script Writing Basics, Enhancing HTML Documents with JavaScript, The Building Blocks. Introduction to JavaScript, JavaScript Engines, Values, Variables and Operators, Variable Mutation, Basic Operators, Operator Precedence, JavaScript Types, Types Definition, Types in JavaScript, Objects, Type Conversion and Coercion, Static vs Dynamic Type Checking.	
Unit-II	06 Lectures
JavaScript Conditionals: Introduction to Conditionals, Conditionals in JavaScript, Ternary Operators and Conditionals. Conditional Ladder & Switch statement. JavaScript Arrays: Introduction to Arrays, Declaring and Mutating Arrays, Array Methods and Properties, Replication with Array Methods, Multi-dimensional Arrays.	
Unit-III	06 Lectures
JavaScript Loops: Introduction to Loops, Loops in JavaScript, While and Do/While Loops, For Loops, Break and Continue in Loops, Iterating Arrays, Iterating Objects.	
Unit-IV	06 Lectures
JavaScript Functions: Introduction to Functions, Functions in JavaScript, Nested Functions in JavaScript, Arrow Functions in JavaScript, Function as an Argument, Function as the Returned Object, JavaScript Scope: Scope Introduction, Scope in JavaScript, Lexical Scope, Module Scope.	
Unit-V	06 Lectures
Method of Adding Interactivity to a Web Page, Creating Dynamic Web Pages; Concept of Java Scripting the Forms. Java Scripting the Forms, Basic Script Construction, Talking to the Form Objects, Organizing the Objects and Scripts, Field-Level Validation, Check Required Fields like Validating Zip Code, Automated Formatting, Format Phone, Format Money, Automatic Calculation, Calculate Expiration Date, Calculate Amount etc	

BOOKS:

1. Lee Anner Philips , Using , HTML , PHI



CHRISTIAN EMINENT COLLEGE, INDORE

(Academy of Management, Professional Education & Research)

An Autonomous Institution Established in 1996

NAAC (UGC) Accredited WITH GRADE "A"

F-Sector, H.I.G., Ravi Shankar Shukla Nagar Main Road, Indore (M.P.) – 452011

2022-23

Syllabus

B.Com. Part II- Semester IV

BCM – T 304 (NEVO) – VOCATIONAL COURSE - ANY ONE (VO) –

NPVO-T301C – E- ACCOUNTING AND TAXATION WITH GST-I

MAX. MARKS:30+20

MIN. PASS MARKS: 11+7

No. of Lectures per Week: 2 Hours

Total Lectures:30

<u>Unit-I</u>	<u>06 Lectures</u>
GST :introduction, important terms, structure and classification of GST.	
<u>Unit-II</u>	<u>06 Lectures</u>
Provision regarding tax invoice, Preparation of tax invoice, Concept of input tax credit, transfer of input tax credit.	
<u>Unit-III</u>	<u>06 Lectures</u>
Meaning ,scope, place and time of supply, payment of GST, Return under GST.	
<u>Unit-IV</u>	<u>06 Lectures</u>
Integrated goods and service tax :scope ,terms and definition .computation of assessable value under	
<u>Unit-V</u>	<u>06 Lectures</u>
Registration under GST ,submission of GST Return, Procedure claim of input tax credit.	

BOOKS:



CHRISTIAN EMINENT COLLEGE, INDORE

(Academy of Management, Professional Education & Research)

An Autonomous Institution Established in 1996

NAAC (UGC) Accredited WITH GRADE "A"

F-Sector, H.I.G., Ravi Shankar Shukla Nagar Main Road, Indore (M.P.) – 452011

2022-23

Syllabus

B.Com. Part II- Semester IV

BCM – T 404 (NEVO) – VOCATIONAL COURSE – ANY ONE (VO) –

NPVO-T401 – ADVANCE ENGLISH & ENTREPRENEURSHIP PRACTICES

MAX. MARKS:30+20

MIN. PASS MARKS: 11+7

No. of Lectures per Week: 2 Hours

Total Lectures:30

The Question Paper will contain questions equally distributed in all Units. The Internal Choice will be given in all Questions.

Through this course the students will be able to:

6. Strengthen their grammar and vocabulary.
7. Acquire and develop LSRW (Listening, Speaking, Reading and Writing) skills.
8. Learn to think creatively and critically. After the completion of the course, students are expected to gain competency and proficiency in English language to perform at professional and personal level as well as to face competitive examinations at State and National level.
9. Introduces the students to the basics of entrepreneurship and small business management. It Helps in building the skills, framework and knowledge of entrepreneurship and new venture creation. Helps in achieving competency and proficiency in language for entrepreneurship related correspondence and presentations.
10. Helps the students in understand the importance of the planning process and learn how to develop, write and present an effective business plan for a new venture.

Unit-I	07 Lectures
Advance English: Grammar Components- Tense, Parts of Speech, Vocabulary, Idioms, Phrases, Punctuations, Mis-spelt and Inappropriate words, Re-organizing Jumbled sentences, Spotting the errors.	
Unit-II	04 Lectures
Comprehension Skills: Multiple choice questions based on unseen passages.	
Unit-III	06 Lectures
Language Skills and Writing Skills Advertisement and Notice-writing, Letter Writing (Formal & Informal), Brochures, social media, Email writing. Practice sessions for Conversational English.	
Unit-IV	06 Lectures
Entrepreneurship Practices Basic Concept of entrepreneurship, types, Importance and needs of entrepreneurs and significance of entrepreneurship in economic development, Start-up Process, Generation of start-up ideas. Marketing and Advertising, Planning a marketing strategy. Role of English language in entrepreneurship. Speaking Skills and entrepreneurship related correspondence: Oral presentation, delivering group presentations, Presenting a business plan.	
Unit-V	07 Lectures
Corporate Ethics and responsibilities, Innovation, and creativity, Writing the business plan/project proposal, writing a report: Outlining a meeting, Minutes of the meeting, Project submission/presentation and appraisal.	
Key Words: Comprehension, Advertisement, Language Skills, Writing Skills Notice-writing ,entrepreneurship, Corporate Ethics, business plan	



CHRISTIAN EMINENT COLLEGE, INDORE

(Academy of Management, Professional Education & Research)

An Autonomous Institution Established in 1996

NAAC (UGC) Accredited WITH GRADE "A"

F-Sector, H.I.G., Ravi Shankar Shukla Nagar Main Road, Indore (M.P.) – 452011

2022-23

Syllabus

B.Com. Part II- Semester IV

BCM – T 404 (NEVO) – VOCATIONAL COURSE – ANY ONE (VO) –
NPVO-T401 – ADVANCE ENGLISH & ENTREPRENEURSHIP PRACTICES

MAX. MARKS:30+20

MIN. PASS MARKS: 11+7

10. No. of Lectures per Week: 2 Hours

Total Lectures:30

11. Brush up Your English by S.T. Imam. Bharti Bhawan Publishers & Distributors, 2017
12. S.P. Dhanvel. English and Soft Skills. Orient Black Swan, 2010.
13. Dr. M. Farook. English for Communication, Emerald Publishers, 2015.
14. Kuratko and Rao, Entrepreneurship: A South Asian Perspective, Cengage Learning.
15. Robert Hisrich, Michel Peters, Dean Shepherd. Entrepreneurship, McGraw-Hill Education
16. Desai, Vasant. Dynamics of Entrepreneurial Development and Management. Mumbai, Himalaya Publishing House
17. Singh Nagendra P. Emerging trends in Entrepreneurship Development. New Delhi: ASEED.
18. SS Khanka, Entrepreneurial Development, S. Chand and Co., Delhi.

Web Sources:

www.englishclub.com

<https://nptel.ac.in>

<https://www.myenglishpages.com>

Online or Web Resources:

http://slbcmadhyapradesh.in/frontmargee/571e2722-f3ec-4b82-8591-5b4721dff44e-atmanirbhar%20Bharat%20full%20presentation_compressed.pdf
