

SYLLABUS

DEPARTMENT OF
BUSINESS FINANCE AND ECONOMICS

B. Com. (Hons.)B.F.E. Previous Examination, 2015

B. Com. (Hons.)B.F.E. Final Examination, 2016
(Two Years)



JAI NARAIN VYAS UNIVERSITY
JODHPUR

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NOTIFICATION

In compliance of decision of the Hon'ble High Court all students are required to fulfil 75% attendance rule in each subject and there must be 75% attendance of the student before he/she could be permitted to appear in the examination.

REGISTRAR
(Academic)



**JAI NARAIN VYAS UNIVERSITY
JODHPUR**

**DEPARTMENT OF BUSINESS FINANCE & ECONOMICS FAC
ULTY OF COMMERCE & MANAGEMENT STUDIES
JAI NARAIN VYAS UNIVERSITY, JODHPUR**

LIST OF STAFF MEMBERS

HEAD OF THE DEPARTMENT

- 1 Dr. Sunnesh Nath Modi, Professor and Head

PROFESSORS

- 2 Dr. Amrit Lal Jingar
3 Dr. Mahendra Singh Rathore
4 Dr. Raman Kumar Dave

ASSOCIATE PROFESSORS

- 5 Dr. Mohammed Abdul Hai
6 Dr. Triloki Nath Verma
7 Mrs. Padma Singhal
8 Dr.(Mrs.) Jatan Kanwar Jain
9 Dr. Narendra Kothari
10 Dr. Ram Singh Meena
11 Dr. Sunil Mehta
12 Dr. Dungar Singh Kheechee
13. Dr.Mahendra Kumar
14. Dr.(Mrs.) Navneeta Singh
15. Dr.Krishn Awatar Goyal

ASSISTANT PROFESSORS

16. Mrs. Anju Agarwal
17. Dr.Kshitiz Maharshi
18. Mr.Rajendra Prasad Meena

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**BACHELOR OF COMMERCE
HONOURS COURSE**

BUSINESS FINANCE AND ECONOMICS

GENERAL INFORMATION FOR STUDENTS

The Bachelor of Commerce (Hons) BFE course is not intended to be a terminal course. The students who aspire to take up post-graduate courses (M.Com.), (M.B.A.) in the Faculty of Commerce and Management Studies are preferred to join this course.

The examination for the degree of Bachelor of Commerce (Hons.) will consist of two parts : B. Com. (Hons.) Previous and B. Com(Hons.) Final respectively.

If admitted to the B.Com. Honours course the candidates will take the Honours Previous examination at the end of the first year of the course and after having attended a regular course of study for the second year, the candidate will take the B. Com. Hons.Final examination at the end of the second year.

Eligibility for Admission

No candidate shall be eligible for admission to the B. Com. (Hons.) Course unless he/she has passed *in all the subjects of B. Com. Pt. I Examination of this University* or in all the compulsory and optional subjects including B.A. /B. Sec. I with Economics from this University or of any other examination recognised as equivalent thereto and has secured atleast 48% marks in the aggregate (including language) and 50% marks in the subject which he/she offers for the Honours Course (Business Finance and Economics Group). The candidate for the B. Com. Hons. Examination shall answer question through English or Hindi medium. The medium of instruction shall be English or Hindi medium, The candidate for the B. Com. (Hons.) Course shall be a select group preparing for higher academic achievements.

The Course Design

There shall be six papers for the B. Com. Honours (Previous) Examination and six papers for the B. Com. Honours (Final) Examination.

Each paper shall be of three hours duration carrying 100 marks. For a pass at the B. Com. Honours (Previous) Examination a candidate is required to secure atleast 25 percent marks in each paper/subject and 48 per cent marks in the aggregate.

For a pass at the B. Com. Honours (Final) Examination a candidate is required to secure atleast 25 per cent marks in each paper/subject and 48 per cent marks in the aggregate of both B. Com. Honours

(Previous) and B. Com. Honours (Final), Examination taken together for Honours Degree but 36% for B.Com. Pass Degree.

For the B. Com. Honours, the candidates will be awarded divisions as per under after taking into consideration the marks secured at the B. Com. Honours (Previous) and B. Com. Honours (Final).

First Division : 60 per cent and above of the aggregate marks.

Second Division : 48 per cent and above but less than 60 per cent of the aggregate marks.

However, candidates securing at least 25 per cent marks in each paper/subject and 36 per cent or more but less than 48 per cent marks in the aggregate, shall be awarded B. Com. (Pass) degree.

Note : (1) For all regular candidates in the Faculties of Arts, Education and Social Sciences, Law, Commerce and Engineering, the minimum attendance requirement shall be that a candidate should have attended at least 70% of the lectures delivered and the tutorials held taken together as well as 70% of the practicals and sessionals from the date of his/her admission.

(2) Condonation of shortage of attendance :

The shortage of attendance upto the limit specified below may be condoned on valid reasons.

- i) Upto 6% in each subject plus 5 attendance in all in aggregate of the subject/papers may be condoned by the Vice-Chancellor on the recommendation of the Dean/Director/ Principal for under-graduate students and on the recommendation of the Head of the Department for the post-graduate classes.
- ii) The N.C.C./N.S.S. Cadets sent out to parades and such students who are deputed by the University to take part in games, athletic or cultural activities may, for purposes of attendance be treated as present for the days of their absence in connection with the aforesaid activities and that period shall be added to their subjectwise attendance.

Note : The attendance for supplementary students will be counted from date of admission.

BUSINESS FINANCE AND ECONOMICS**Teaching and Examination Scheme**

Paper	Paper No.	Max. Marks	Min. Pass Marks	Agg. % for Honours	Duration
1	2	3	4	5	6
B.Com. Honours (Previous) 2014		36		48 (P+F)	
CORE PAPERS					
1. Business Economics	1.	100	25		3 Hours
2. Rural Economics	2.	100	25		3 Hours
3. Financial & Monetary Management	3.	100	25		3 Hours
4. Foreign Exchange & Foreign Trade	4.	100	25		3 Hours
SUBSIDIARY PAPERS					
1. Financial Accounts & Auditing	5	100	25		3 Hours
2. Business Administration	6	100	25		3 Hours
B.Com. Honours (Final) 2015					
CORE PAPERS					
1. Business Finance	1	100	25		3 Hours
2. Financial Markets & Services	2	100	25		3 Hours
3. Business Economics & Environment	3	100	25		3 Hours
4. Quantitative Techniques	4	100	25		3 Hours
SUBSIDIARY PAPERS					
5. Research Methodology	5	100	25		3 Hours
6. Economic Laws & Taxation	6	100	25		3 Hours

Note : There will be no Supplementary/ATKT.

To Pass 25% and 36% in aggregate, for Hons. 48%

Format of Question paper

Durations 3 Hours

Max. Marks : 100

Section-A

Two questions from each Unit.

10 very small question. Each question carry 2 marks.

a

b

c

d

e

f

g

h

i

j

Answer of each question shall be limited upto 30 words.

Section-B

10 Question (Two questions from each Unit) Students will answer one question from each Unit. Each question will carry 7 Marks.

Unit - 1

1 Question A or B

Unit - 2

2 Question A or B

Unit - 3

3 Question A or B

Unit - 4

4 Question A or B

Unit - 5

5 Question A or B

Answer of each question shall be limited upto 250 words.

Section-C

This section will include 05 questions (One question from each unit). Student will answer any 03 questions. Each question will carry 15 marks.

- 1 Unit 1
- 2 Unit 2
- 3 Unit 3
- 4 Unit 4
- 5 Unit 5

Answer of each question shall be limited up to 500 words.

Note :- In case Numerical, Figures, chart, Diagrams and Graph the above limit of words shall not apply

B. Com. (Hons.) B.F.E. Previous Examination

CORE PAPERS

PAPER I

BUSINESS ECONOMICS I

Course Objective

The course acquaints the students with the patterns of human behaviour at the individual and the firm level.

After he/she argues and analysis with reference to individuals, he/she learns to arrive at conclusions regarding the whole community.

The course shall direct his attention and interest on the basic and broad areas of Indian economic scene-environment, programmes and problems

Course Conduct

Lecture/discussion method shall be followed with emphasis on extensive reading and writing assignments

Course Contents : Economics - I

- Unit I : Introduction : Definition of Business Economics, Scope of Business Economics Micro and Macro economics, significance of economics, role in business decision, Basic concepts, equilibrium, statics and dynamics, firm and industry, Demand and supply, cost and revenue curves, Demand forecasting
- Unit 2 : Utility : Characteristics, types, Law of DMU, Law of Equi Marginal utility, Consumers surplus, Indifference curve Analysis. Its Application to emerging economics transfer pricing, pricing Strategies- Pricing of goods in Practice, Basic concepts
- Unit 3 : National Income; Components, Double counting, National Income measurement and Economic welfare National Income Accounting in India, Social Accounting, Problems of measurement at international level
- Unit 4 : Theories of Inflation - Demand Pull and cost Push theories, Wages-Price spiral, structuralism theory of inflation; effects of inflation, Hyper inflation and Economic crisis, Effects of Inflation on long run and economic growth, control of Inflation, Inflation and unemployment

Unit 5 : Public Finance : Meaning, Nature, difference between Public Finance and Private Finance, Public revenue, Public expenditure, Principle of Maximum social Advantages, Public Debt.

Taxation : Types, canons, impact, effects incidence of taxes, shifting, Taxable capacity, Indian Tax system, Deficit Financing

BOOKS RECOMMENDED

Stonier and Hague : A Text Book of Economic Theory

Dewett : Modern Economic Theory, H.E.

Singh, V.P. : Economic, H.E.

Dewett, K.K. : Modern Economic Theory, S. Chand

Mithani, D.M. : Principles of Economics, Himalaya

PAPER II

RURAL ECONOMICS

Course Objective

It is an Introductory course. It concentrates on the rural sector study. The course shall build up a broad picture of the dimensions of rural economics as a subject of study. The course shall acquaint the students with the general studies only

It shall adopt a decision oriented approach or get into the organisation operational details of the functional areas

Course Conduct

The instructor will concentrate on the lecture methods and will build up the subject framework on study material carefully selected to suit the above objectives.

Course Content

Unit I : Nature and problems of rural economy, concept of Rural Economy. Rural versus urban development, Nature and causes of imbalance between rural areas and urban areas during planning period Causes of Rural backwardness, need for rural development; Significance of rural development Social significance, Economic significance, Political significance, *Bharat-Nirmaan*

Unit 2 : Indian Agriculture-Characteristics, Importance, Drawback, Land Reforms, Irrigation, Watershed Management, Modern Technology, Green Revolution. Agriculture Policy

Unit 3 : Rural Development Strategies : Objective of Panchayati Raj. Role of Panchayati Raj System in Rural Development, Organisational pattern 73rd Amendment Act, 1992, Women empowerment with special reference to Panchayati Raj Institutions, Problems of rural un-employment, types, measures to solve the problem with special reference to employment guarantee schemes, Council for Advancement of Peoples Action & Rural Technology (CAPART)

Unit 4 : Magnitude and causes of rural indebtedness, Multi agency approach to rural credit-Role of Rural Credit Institutions Co operative and Commercial Banks, Role of Regional Rural Banks, NABARD, Micro Finance, Self Help Group (SHG), Rural Tourism with special reference to Rajasthan, KVIC, Rural Industrial Development : Government Policy for Industrial Development in rural areas under Plan

Unit 5 : A) Rural Energy-Features, problems, Energy Development & Utilization : Conventional and non-conventional sources of energy, Windmill, Solar energy

B) Co-operation-Meaning, Principles of Co-operative Organization and function of co-operative societies specially towards White Revolution, Co-operative Movement in India

BOOKS RECOMMENDED

Nanavati, M.B. and Anjaria, J.J. : Indian Rural Problems, Vora & Co.

Agarwal, A.N. : Indian Agriculture

Desai, Vasant : A Study of Rural Economic, Himalaya Publishing House

Govt. of India : Sixth and Seventh Five Year Plans, National Commission on Agriculture

Reports on-RBI Working Group on Regional Rural Banks

Working Group on Multi Agency Approach to Agricultural Finance

PAPER III**FINANCIAL AND MONETARY MANAGEMENT***Course Objective*

The objective of the course is to impart a sense of acquaintance in dealing with financial institutions where economic forces are worked out. It aims to provide an understanding of the role played by various financial institutions in financing the needs of the economy with special reference to India

Course Conduct

Lecture method will be followed

The students will be encouraged to go through the latest reports on the organisation and operations of the financial institutions, This may constitute the subject matter of home assignments.

Unit I : Money : Function, significance, Alternative measures to money supply in India- Their different components, Indian Banking System : Definition of Bank, functions and importance.

Unit 2 : Fisher's quantity theory of money the Cambridge equation. The Keynesian approach, Saving and Investment. Business cycle, Nature of Business Cycle, Phases of a Standard Business Cycle, the problems of Business Cycle.

Unit 3 : Income & Employment Theories, Classical and Keynesian approach, Fiscal policy, EXIM Policy, Monetary Policy : Objectives, concept of full employment, Limitation.

Unit 4 : RBI-Functions, instruments of monetary and credit control, SBI : Functions, policies, structure and recent trends.

Unit 5 : Development Banks : Organization, Management, Functions and Achievements, Current Problems and Shortcoming of IDBI, IFCI, ICICI, Role of Development Banks, Rajasthan Financial Corporation.

BOOKS RECOMMENDED

Robinson : Money and Capital Market

Coleman : Financial Institutions

Gupta, L.C. : Changing Structure of Industrial Finance in India Oxford, 1969

Kuchal, S.C. : Corporation Finance

Srivastava, R.M. : Fundamentals of Corporation Finance

Roller, L.S. and Sliber, W.L. : Principle of Money, Banking and Financial Markets

Report of Trends and Progress of Banking in India

PAPER IV**FOREIGN EXCHANGE & FOREIGN TRADE***Course Objective*

The course is introductory in nature and broad in approach. It gives the candidate a big picture of the subject of Foreign Exchange & Trade as new dimension in an academic discipline. Under the active leadership of the instructor, the group is inducted to think on the issue rather than seek information and to verbalise their thought in the classroom.

Course Conduct

The course follows the lecture based instruction.

The instructor shall encourage enquiry through question and tempt the individuals to enter into discussion.

Course Content

Unit I : Introduction, Meaning of foreign trade, distinguishing features of international and inter-regional trade, terms of trade, Balance of trade, Balance of payment, concept, importance, causes of disequilibrium and measures for correction, theories of international trade, comparative cost theory, Ohlin's Theory of International Trade.

Unit 2 : Role of bank in foreign trade, Methods of International settlement through bank Draft, Mail and telegraphic payment orders, collection of bills of exchange both clean and documentary covering imports and exports. Documentary credit as methods of payment.

Protection against risk in foreign trade : Role of ECGC.

Unit 3 : International Economic and Trade Organization, IMF, IBRD, IFC, IDA, W.T.O. , UNCTAD.

Unit 4 : Foreign exchange rate, its importance and determination, Exchange, Causes of Fluctuations, Exchange Control : Meaning, objectives and methods, FEMA and exchange control regulation, Exchange control in India.

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Unit 5 : India's Foreign Trade : Brief history and recent trends regarding composition and direction Export promotion and import substitution.

BOOKS RECOMMENDED

Saini, H.C. : India's Foreign Trade, Its Nature and Financing

Choudhary, B.K. : Foreign Trade and Its Financing, Himalaya Pub. House

Degli, V. : Indain Foreign Trade, Vora & Co.

Hongate : H.C.F.L. Exchange Arithmetic

Bhagwati & Srinivasan : Foreign Trade Regimes and Economic Development, India, Macmillan

Singhal : Antarashtriya Arthshastra, Sahitya Bhawan, Agra

Anddlay, K.K. : Foreign Exchange

Guttridge & Megral; Law Relating to Letter of Credit

Eleseworth, P.T. : International Economy, New York

Habaler, G. : Theory of International Trade, William Hedge & Co.

Seth, M.L. : Money Banking and International Trade, Education Pub.

Ray, P. : India's Foreign Trade

Finzing : Exchange Control

Hongate, HCF : Exchange Arithmetic

Agarwal, P.N. : India's Export Strategy, Vikas Publishing House, Delhi.

Ministry of Commerce, Govt. of India : India's Trade Agreement (Latest number)

Verghese, S.K. : Foreign Exchange and Financing Foreign Trade, Vikas Publishing House

Anddlay, K.K. : Foreign Excahnge

Thomas : Principles and Arthmatic of Foreign Exchange

SUBSIDIARY PAPERS

PAPER V

FINANCIAL ACCOUNTS AND AUDITING

Course Objectives

The courses incorporates adequate accounting theory in order to prepare the students in historical development of accounting, postulates and principles and accounting concept, and to provide material for study and discussion which will help the students develop a basic understanding of accounting so that he may make effective use of accounting and assist the student in the development of his/her power to grapple with facts in the analysis of problems.

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The course gives due weightage to accounting theory and practice as well, the emphasis, however, shall not be as detailed and extensive as it is the terminal course of B. Com. (Pass).

The course shall aim to develop understanding and appreciation of the prevailing Practices.

Course Contents

The accounting practice as part of the course concentrates on figurework competence in general and the form and posting of various accounts

The accounting theory part of the course will emphasis on clarity of thought and extensive reading which would be tested through home assignments.

Course Conduct

Unit 1 : Meaning of underwriting of shares, their accounting entires and provisions of underwriting of shares in Company Act, Difference between Shares and Debentures. Issue and Forfeiture of shares, Issue of Debentures.

Unit 2 : Redemption of Preference shares, Profit Prior to Incorporation : Meaning calculation of Time, Sales and Other Ratios, Calculation of Purchase consideration.

Unit 3 : Liquidation of Company : Meaning, Liquidator's Final Statement of Account, Calculation of Liquidator's Remuneration. Valuation of Shares and Goodwill : Meaning and Methods.

Unit 4 : Auditing : Meaning, Objectives, Fraud, Audit Programme, Internal Control. Verification of assets and Liabilities.

Unit 5 : Vouching : Meaning. Importance. Auditor's Report : Clean and qualified, Investigation : Meaning Objectives, Investigation on suspecting frauds, Company Auditor : Qualification, Powers and Duties.

SUGGESTED READINGS

Bissa Chitlangi Rajpurohit : Corporate Accountancy

Shukla and Grewal : Advanced Account

Gupta R.L. and Radhaswami : Advanced Accounts

Chakraborty, H. : Advanced Accountancy

Spicer and Pegler : Practical Auditing

Tondon B.N. : A Handbook of Practical Auditing (H & E)

Sharma, T.R. : Ankeshan (H & E)

Jain and Khandelwal : Ankeshan (H & E)

Gupta Kamal : Contemporary Auditing

PAPER VI

BUSINESS ADMINISTRATION

Course Objective

The course is introductory in nature and broad in approach. It gives the candidates a 'big picture' of the subject of business administration as a new dimension of academic discipline.

Under the active leadership of the instructor the group is induced to think on the issue rather than soak in information and to verbalize their thoughts in the classroom.

It is a familiarization course and not a decision oriented course.

Course Conduct

The course follows the lecture based instructions.

The instruction shall encourage enquiry, throw questions and tempt individuals enter into discussion.

A schedule of thoughtful written assignment shall be worked out by the instructor in consultation and co-ordination with the Head of the Department.

Course Contents

BUSINESS ADMINISTRATION - I

Unit I : Management, definition, nature and scope, scientific Management, significance and evolution, Management as a Profession, Management terminology, organization, administration, direction and supervision.

Unit 2 : Management Process-Motivation, Different Theories & motivation incentives, communication and co-ordination Management by objective.

Unit 3 : Planning and Control : Objectives, characteristics and significance of Planning. Planning Process, Nature and control, principles of control, levels of control.

Unit 4 : Decision making in Management : Need and importance of decision making, Principles of decision making techniques. Leadership: Concept & Theories, Delegation of Authority.

Unit 5 : Meaning and functions of Financial Management, Marketing Management. Human Resource Management, Production Management, Purchase Management Recruitment, Selection, H.R.O. & Training.

BOOKS RECOMMENDED

Koontz and O Donel : Essentials of Management, McGraw Hill

Shukla, M.C. : Modern Business Organisation, S. Chand, Delhi.

Agarwal, R.D. : Organisation and Management, S. Chand Delhi.

Sherlekar, S.A. : Modern Business Organisation and Management, Himalaya Publishing House, Bombay

B. Com. (Hons.) B.F.E. Final Examination

CORE PAPERS

PAPER I

BUSINESS FINANCE

Course Content

The Objective of the Course is to impart a sense of acquaintance in dealing with financial institutions where economic forces are worked out

The aim is to provide an understanding of the role played by various financial institutions in financing the needs of the economy with special reference to India

Course Conduct

Lecture method will be followed.

The students will be encouraged to go through the latest report on the organisation and operations of the financial institutions. This may constitute the subject matter of home assignments

Course Content

Unit I : Finance : Role of finance, finance function, Objectives and management.

Tools of analysis : Fund flow analysis-concept, mechanism and limitations; Ratio analysis-Calculations, interpretations; BEP analysis-concept and use in profit planning and financial decisions.

Unit 2 : Financial decisions : Capital structures, Types of issues and their relative merits and demerits, characteristics of good financial Plan.

Cost of Capital : Concept and mechanism.

Unit 3 : Investment decision : Importance of capital budgeting, capital budgeting methods, payback period, accounting rate

of return, Net present value, Internal rate of return and profitability Index.

Unit 4 : Working Capital : Meaning, concept of gross and Net, Kind of working capital, determinants of working capital, Financing of working capital, Tandon and Chore Committee Recommendations.

Unit 5 : Pay out policy : Meaning, determinants of dividend Policy, Cash Dividend Vs. Bonus shares, impact of bonus shares. Control of capital issues and bonus shares.

SUGGESTED READINGS

Johnsons, R.W. : Financial Management, The Ronald Press

Van Home, J.C. : Fundamentals of Financial Management, Prentice Hall of India (P) Limited

Prasanna Chandra : Financial Management

PAPER II

FINANCIAL MARKET AND SERVICES

The Objective of this course is to impart a sense of acquaintance in dealing with primary, secondary and international financial market.

To show significance and use of financial market in development and overall economic policy

Unit I : Indian financial system, Evolution and Role of financial market in India, Structure of Financial Market, Functions and Operation of Money and Capital Market. Money market instruments, RBI Guidelines for issue of commercial paper and certificate of deposit.

Unit 2 : Primary Market : Role of New Issue market, Method of Issue of Stock, Pricing of Rights issue.

How to apply in securities by investors, determination of Bid.

Unit 3 : Stock Exchange: Organization and functions of Stock Exchange, Listing & De-listing of Securities, Type/Nature of transaction in Stock Exchange, Transaction Cost, Insider Trading, Derivatives Market, Futures contract vs. Forward contract, options.

Unit 4 : SEBI Guidelines for Issue of shares, sweat equity share, Book-Building, underwriting Merchant Banking, Mutual Fund, Investor education and protection, Initial Public Offers (IPO's), Venture capital.

Unit 5 : Efficient Market Hypothesis : Characteristics of Efficient Market, from of efficiency, Assumption of EMH, Random Walk Hypothesis. International financial Market; Mechanism, Instruments : EURO Issue, GDRs, ADRs, FCCB, ECB.

BOOKS RECOMMENDED

Gurley, J. and Saw, E.S. : Money in a Theory of Finance, Washington, Brooking Institution

Gold Smith, R.W. : Financial Institution, Random House

Khan, M.Y. : Indian Financial Theory and Practice, Vikas Publishing House

R.B.I. : Functions and Working. Annual Reports on the Trends and Progress of Banking in India and Reports on Currency and Finance (Annual)

PAPER III

BUSINESS ECONOMICS & ENVIRONMENT

Course Objective

The course acquaints the students with the patterns of human behaviour at the individual and the firm level

After he/she argues and analysis with reference to individuals, he/she learns to arrive at conclusions regarding the whole community.

The course shall direct his attention and interest on the basic and broad grasps of the Indian economic scene environment programmes and problems

Course Conduct

Lecture discussion method shall be followed with emphasis on extensive reading and writing assignments

Course Content

Unit I : Welfare Economics, concept of welfare, inequalities on income, Economic systems, Capitalism, Socialism and Gandhism. Responsible global capitalism

Unit 2 : Concept and characteristics of underdeveloped and developed Economy factors affecting economic Development, concept and Need and type of economic planning in underdeveloped economics.

Balanced and unbalanced growth theories, Concept of sustainable economic development and its application to emerging economics.

Unit 3 : Indian economic environment and economic policies, Economic Planning.

Ideologies and strategies since Independence, Allocation of resources between Centre and State Industrial Policy, Economic Reforms in different sector-I & II Generation.

Unit 4 : Economic problems : Population, unemployment, Foreign trade, Industrial relations Multinational Corporations.

Unit 5 : Problems and prospects relating to Agriculture, industry, transport WTO, Employment, International Monetary fund and India-impact.

BOOKS RECOMMENDED

Dewett, K.K. : Modern Economic Theory, S. Chand, Delhi

Ghosh and Minocha : Business Economics and planning, Kalyani Publishing House, Ludhiana

Chopra, O.P. : Managerial Economics , Tata McGraw Hill, Delhi

Ghosh, A. & Ghosh B. : Managerial Economics, Kalyani publishing House, Ludhiana

Dean, Joel : Managerial Economics, Prentice Hall of India Pvt. Ltd., Delhi

Ghosh, J. and Hill, S. : Fundamentals of Managerial Economics, Macmillan Press Ltd. London

Maheshwari : Managerial Economics, S. Chand. Delhi

Dube and Sinha : Prabandhakiya Arthshastra (Hindi), National Publishing House, Delhi

Jain, K.P. : Arthashastra ke Siddhant (Hindi), Sahitya Bhawan, Agra

Ahuja, H.L. : Unchchar Arthik Siddhant (Hindi), S. Chand, Delhi

Swami HR, Gupta BP &Vaishnav BL, Economic and Business Environment-Ramesh Book Depot. Jaipur.

PAPER IV QUANTITATIVE TECHNIQUES

Unit I : Introduction of Statistics, Methods of Statistical Investigation, Collection of Data; Primary and Secondary, Classification and Tabulation, Index Numbers

Unit 2 : Interpretation of Statistical Data : Sources of errors and precaution in interpretation, measures of central tendency; Mean, Mode and Median, Analysis of Time Series-Theoretical explanations

Unit 3 : Measures of Dispersion : Quartile Deviation, Mean Deviation and Standard Deviation, Correlation; Karl's Pearson Rank and Concurrent Deviation Method

Unit 4 : Business Forecasting : Meaning, Importance and Technique, Interpolation and Extrapolation : Binomial, Newton and Lagranges Method

Unit 5 : Indian Statistics : Meaning, Sources of Industrial Statistics, Vital Statistics, Labour Statistics, Banking Statistics Role of NSO, Various government publications. Regression Analysis (Simple problems)

SUGGESTED READINGS

Elhance, D.N. : Fundamental of Statistics

Nagar, K.N. : Sankhyiki Ke Mool Tatva

Gupta, S.C. and Indra Gupta : Business Statistics

Sancheti and Kapur : Statistics

Gupta, S.P. : Statistics Methods

SUBSIDIARY PAPERS

5. RESEARCH METHODOLOGY

Unit I : Research : Definition, nature and scope, Types, social Research, Problems in Social Research, Descriptive and Experimental Research, Selecting a Research Problem for preparing a Dissertation, Synopsis for Dissertation.

Unit 2 : Sampling : Meaning and Types, Use of Sampling, Characteristics, Determining sample size, stages of sampling; The universe, the population. Field study : Definition.

Unit 3 : Hypothesis : Its nature and functions, kinds of hypothesis; Universal Existential, Positive and negative statements, Null

Hypothesis, Simple and Complex Testing of Hypothesis.

- Unit 4 : Collection of Research Data, Primary data-Questionnaire, Schedule and Interview; Secondary data and their sources. Classification of Research material.
- Unit 5 : Preparation of Research Report or Dissertation. Form of Research Report. References, Contents, List of Tables, Main Part of Report, Analysis, Abbreviations. Use of Statistics and its limitations.

6. ECONOMIC LAWS & TAXATION

- Unit 1 : (i) Minimum Wage Act, 1948.
(ii) Payment of Wage Act, 1936.
(iii) Sailable Features of Factory Act, 1948.
- Unit 2 : (i) Workmen Compensation Act.
(ii) PF Act (including Pension & Gratuity)
(iii) Concept of Industrial democracy.
- Unit 3 : Assessment Year, Previous Year, Tax Evasion, Tax Avoidance. Tax Planning. Income, Casual income, Residence and Types of Residence.
- Unit 4 : Relief under Income Tax Act, Deductions and Exemption under I.T. Act, Income Tax Authorities and Their Powers. Tax Rates, Assessment Procedure and Types of Assessment.
- Unit 5 : (i) Income from Salary.
(ii) Income from HP.
(iii) Carry forward and set off the loss.

Notes for paper Setting :

The question paper shall consist of five units. The question paper will contain only theoretical problems in first four units, however, one practical may be asked from fifth unit.

BOOKS RECOMMENDED

Giri, V.V. : Labour Problems in Indian Industries
Trivedi : Labour Legislation in India
Sinha, V.V. : Sharma Arathasastra
Pant, S.C. : Indian Labour Problems
Mahrotra, H.C. : Income Tax Law and Practice

Patel and Choudhary : Income Tax
Gupta and Modi : Income Tax Law
Different Bare Acts :