

SEMESTER-I

CORE-1 BUSINESS STATISTICS

Instructional Hrs-72	Credit-3
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OBJECTIVE

To provide basic knowledge of statistical techniques as are applicable to business.

To enable the students to apply statistical techniques for quantification of data in business.

MODULE-1 Business Statistics- Introduction-Meaning and Definition-Functions of Statistics- Importance of Statistics-limitations of Statistics-Distrust of Statistics
(12hrs)

MODULE-2 Measures of Central tendency-concept-Mean, Median-Mode- Geometric Mean-Harmonic Mean-merits and demerits
(10hrs)

Module-3 Measures of dispersion-Concept-Absolute and relative measure-Range-Inter quartile range-Quartile Deviation-Mean Deviation-Standard Deviation-Merits and Demerits-Relevance and applications in Business-Co-efficient of variation-Skew ness-Kurtosis-Moments. (Brief Study only)
(10hrs)

MODULE-4 Index Numbers-meaning-Importance-Characteristics and uses of Index Numbers-Price Index-Quantity index-Value based index numbers-Methods of constructing index numbers-Laspeyer s paascher s and Fisher s Ideal Index numbers-Test of consistency-problems in construction of index numbers-Cost of living index numbers and its uses.
(25hrs)

MODULE-5 Time series Analysis-Meaning-Definition-Components of time series-Methods of determination of trend-Methods of moving average-Methods of least squares-Scope in business
(15hrs)

PRACTICAL WORK

Construction of Cost of living index numbers

Preparation of family budgets

SUGGESTED READINGS

Gupta, S.P, Statistical Methods.

Gupta, C.B, Introduction to statistics.

Desai, S.S, Business Statistics,.

Gupta, S.C, Fundamentals of Statistics.

Elhance.D.N, Fundamentals of Statistics.

Business Statistics, L.R Potty.

B.M.Aggarwal, Business Mathematics and Statistics.

CORE-2	MODERN BANKING
Instructional Hrs-72	Credit-3

OBJECTIVE

To provide basic knowledge of banking.

To familiarize the students with the changing scenario of Indian

MODULE-1 Introduction-Origin and Evolution of banks-Meaning and definition of banking-Nationalisation and its objectives-Classification of banks-Functions of commercial banks-Credit creation.

(10hrs)

MODULE-2 Retail banking-Products and services-Its business and composition-Housing loans-Vehicle loans-personal loan-Education loan-Farm loan-Computation of interest-Fixed rate-Floating rate-EMI-Value added service.

(20hrs)

MODULE-3 Innovations and reforms in banking-Social banking-Lead bank scheme-Offshore banking-Hi-Tech banking-Debit and credit card-EFT-RTGS-Tele banking-Internet banking-Banking ombudsman-Banking sector reforms-Capital adequacy norms-NPA-Its management-Consortium banking-Cheque Truncation system-E-Purse.

(20hrs)

MODULE-4 Banker and customer-Meaning and definition-Relationship-General and special features-Rights and obligation-Opening of accounts-Different types of accounts-Closing of accounts-Cheque crossing and endorsement-

(12hrs)

MODULE-5 Rural banking-Rural credit-Objective-Deposit mobilisation-Microfinance-priority sector advances-Agriculture debt relief (Inclusive of enactment).

(10hrs)

SUGGESTED READINGS

Money and banking, Theory with Indian banking, T.N. Hajeela, Anes Publications.

Banking law and practice by S.N.Maheswary, Kalyani publihers.

Modern Banking in India, K.C.Sharmma.

Modern Banking of India, O.P. Agarwal.

Banking- Theory, Law and Practice, Gorden and Natarajan.

Banking- Theory, Law and Practice, Nirmala Prasad and Chandradas.

CORE-3 BUSINESS REGULATORY FRAMEWORK

Instructional Hrs-72	Credit-3
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OBJECTIVES:

To provide a brief idea about the framework of Indian Business Laws.

To enable the students to apply the provisions of business laws in business activities.

MODULE-I Law of Contracts - The Indian Contract Act, 1872 Definition of contract - Law of contracts Nature of contract Classifications Essential elements of a contract Offer and acceptance, consideration, capacity of parties- Minors-persons of unsound mind-persons disqualified by law- Free consent, legality of object and consideration, performance of contract, discharge of contract, breach of contract, remedies for breach of contract-Quasi contract- Performance

(20hrs)

MODULE-2 Special Contracts - *Bailment and Pledge* Bailment Definition Essential elements Rights and duties of bailor and bailee Finder of lost goods. Pledge Essentials Rights and duties of Pawner and Pawnee.

(15hrs)

MODULE-3 *Indemnity and Guarantee- Indemnity* - Definition, nature of liability of surety, rights of surety, discharge of surety. Meaning and definition of guarantee.

(10 h r s)

MODULE-4 Law of Agency Essentials, kinds of agents, rights and duties of agent and

principal, creation of agency, termination of agency-Sub agents and substituted agents-Relationship

(12hrs)

MODULE-5 Sale of Goods Act, 1930 Formation of contract of sale - Essentials of contract of sale goods and their classification Condition on warranties Transfer of property in goods Performance of contract of sale Unpaid seller and his rights.

(15hrs)

SUGGESTED READINGS

Kapoor. N.D: Business Law

Chandha.P.R: Business Law

Garg and Chawla: Fundamentals of Business Laws

Tulsian.P.C: Business Laws

B.S.Moshal: Modern Business Law.

COMMON -1 PERSPECTIVES AND METHODOLOGY OF BUSINESS STUDIES

Instructional Hrs-72	Credit-4
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OBJECTIVES-

To understand business and its role in society

To understand entrepreneurship and its heuristics

To comprehend the business environment

To enable the student to undertake business activities

MODULE-1 Role of business in economic development - Indian development experience, role of public and private sectors in the post-colonial period, experience of liberalization and globalization. Different stakeholders of business firms-owners, managers, employees and others. Emergence of managerialism and the role of corporate governance; the goals of business- shareholder value maximization and its alternatives; goals for public sector, co-operatives and nonprofit enterprises. Government regulation of business- objectives, methods and problems. (Brief Study only)

(15hrs)

MODULE-2 Establishing business - entrepreneurship- legal, physical, financial, social, and psychological environments for entrepreneurs- Individual and group entrepreneurs- intrapreneurs . Mobilization of financial resources for business- Individual savings- Domestic savings in India- Factors affecting savings- Loans and advances- Sources of funds- Markets for raising money-Short term and long term funds- Lending institutions for business funds- Banks and non banking financial institutions- Cost of capital- documenting, funding sources and areas of expenses- accounting and accounting practices-Return on

investment- Factors of production and rewards to factors like payment of wages, rent, interest and profits- Payment to Government- Taxes, direct and indirect- State and national levels- Funds from the primary and exchange cues. (Brief Studyonly)

(20hrs)

MODULE-3 Role of trained manpower for enhanced quality at individual, family, organizational and national level. Functioning of organization-The role of human resources- Management problems in small, medium and large organizations-Quality of life- Production of tangible and intangible products-Marketing and its role- Trends and Developments in Strategic Management-TQM- Bench Marking-Statistical Quality Control-Quality Circle-Business Process Re-engineering- Six Sigma- BPO-KPO. (Brief Study only)

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5hrs)

MODULE-4Consumer Protection Act, 1986Rights of a consumer Filing of appeals at the districtlevel,statelevelandnationallevel.IntellectualPropertyRights meaning Patent rights trademarks Copyrights Plagiarism.

(15hrs)

MODULE-5 Right to information Act-Right to access information on specific issues-banking transaction-Insurance transaction-government dealings and related services.

(7hrs)

SUGGESTED READINGS

- Keith Davis and William C.Frederick: Business and Society Management, Public Policy, Ethics.*
2. *Peter F. Drucker : ManagementTasks, Responsibilities, Practices.*
 3. *Peter F Drucker : The Practice of Management.*
- Consumer Protection Act-1986 and its amendments.*
Right to Information Act.