

ACADEMIC ORGANISER-FINANCIAL ACCOUNTING - I			
B.COM I YEAR(REG/COMP/HONS) 2017-18			
MONTH	NO OF DAYS	TOPIC TO BE COVERED	NO OF DAYS
JUNE	3	Unit-I INTRODUCTION	
		INTRODUCTION	2
		Meaning & Definition of accounting	1
JULY	19+2	Advantages & Limitations of accounting	5
		Accounting Principles	
		Journal, Ledger and Trial Balance	10
		UNIT - II	
		Subsidiary Books - Cash Book	6
AUGUST	15+2	Cash Book	1
		UNIT - III	
		Bank Reconciliation Statement	10
		UNIT - IV	
		Rectification of error	6
SEPT	14+2	Rectification of error	4
		Final Accounts	12
OCT	8	UNIT - V Depreciation	8
	65	TOTAL	65

ACADEMIC ORGANISER-FINANCIAL ACCOUNTING-II

B.COM I YEAR(REG/COMP/HONS)-2017-18

MONTH	NO OF DAYS	TOPIC TO BE COVERED	NO OF DAYS
Nov' 17	15	Unit-II: Accounts From Incomplete Records- Introduction, features, ascertainment of profit, Statement of affairs, conversion method	12 3
Dec' 17	15	UNIT-III: Accounts of non-trading concern – features, Receipts and Payment a/c Income and expenditure a/c-problems UNIT-IV: Partnership Accounts-1 Meaning- Partnership deed-capital –fixed, fluctuating	10 5
Jan' 18	17	Problems on fixed and fluctuating capitals Admission of a partner-Retirements and Death of partner	3 14
Feb' 18	18	UNIT-V: Partnership Accounts–II Dissolution of Partnership – Insolvency of a Partner (excluding Insolvency of all partners) – Sale to a Company. UNIT-I: Contemporary Issues In Accounting: Human Resource Accounting – Social Responsibility Accounting Environmental Accounting – Green Accounting - Forensic Accounting – Inflation Accounting (Concepts only).	10 8
	65	TOTAL	65

Subject Review : Business Economics

Usharavadi

Bharatiya Vidya
Bhavan

DEPARTMENT OF COMMERCE
Business Economics BCOM (I) SEMESTER (COMP/REG)
ACADEMIC ORGANISER -2017-18

MON TH	TOPIC	NO OF DAYS
June(3)	UNIT-I: INTRODUCTION: Business Economics: Meaning - Nature – Characteristics ,	3
July (19)+1	Contd :Unit 1 Importance and Role -Micro & Macro Economics Scope - Objectives – Reading of graphs-concept of slope Law of Diminishing marginal utility Law of Equi-marginal utility UNIT- II: MARKET - DEMAND ANALYSIS: Meaning – Function – Factors effecting demand Types of Demand - Demand Curve - Law of Demand.	4+1 6 3 5+1
Aug (15)+1	Elasticity of Demand: Concept - Types and measurement of Elasticity of Demand – Factors influencing elasticity of demand - Importance of Elasticity of Demand UNIT-III: SUPPLY ANALYSIS: Supply Law of Supply - Factors influencing Supply - Market Equilibrium – Consumer Surplus Theory of Consumer behavior – Utility and indifference Curve analysis	6 5 4+1
Sept (14)+2	Contd... Utility and indifference Curve analysis UNIT-IV: PRODUCTION ANALYSIS: Concept of Production - Total Production - Marginal Production - Average Production - Law of Variable Proportion - Law of Return to Scale - Is cost – Isoquants – Economies and Diseconomies of Scale	2+1 9+1 3
Oct (8)+2	UNIT-V: COST FUNCTION ANALYSIS: Theory of Costs - Concepts of Cost - Short run and Long run cost curves Traditional and Modern Approaches - Break Even Analysis	4+1 4+1
65	TOTAL	65 classes

DEPARTMENT OF COMMERCE
MANAGERIAL ECONOMICS BCOM II SEMESTER (COMP/REG/HOR)
ACADEMIC ORGANISER -2017-18

MONTH	TOPIC	NO OF DAYS
NOV 15	UNIT-I: NATURE AND SCOPE OF MANAGERIAL ECONOMICS: Characteristics of managerial economics – Nature and scope of managerial economics -Importance of managerial economics – Basic economic tools in managerial economics - managerial economist role and responsibility.	11
	UNIT-II: DEMAND FORECASTING: Demand estimations for major consumer durables and non-durable products –	4
DEC 15	Demand forecasting techniques.	5
	UNIT-III: MARKET ANALYSIS: Definition of market – Market structure (Perfect competition, Imperfect competition) –	2
	Price determination - Firms equilibrium in perfect competition, Monopoly.....	4
	Price discrimination	2
		2+1
JAN 13	monopolistic,	5
	oligopoly,	3
	duopoly	2
	UNIT-IV: MACROECONOMICS FOR MANAGERS: National income – Concepts	2
	Measurements of national income	1
FEB 18	–	3
	Measurements of national income	6
	– Business cycle: Nature, Phases, Causes – Inflation causes and control – Deflation and stagflation.	
	UNIT-V: WELFARE ECONOMICS: Introduction – General equilibrium of production and exchange	4
	– Utility possibility frontier	5
	– Social welfare function	
	REVISION	+3
	TOTAL	65

Academic Organiser B.Com-Ist year(Reg/Comp/Hon)
Business Organization 2017-18

Month	No days	Name of the topic	No of classes stipulated	Review
june	3	<u>Unit-I:Introduction:</u> Concepts of business, trade, industry and commerce – features of business, Classification of Trade	3	
july	16	Aids to Trade – classification of Industry ,Relationship between trade, industry and commerce – business Organization concepts– Functions of Business. <u>Unit-II:Forms of Business Organization:</u> Sole Proprietorship – Meaning – Characteristics – Advantages and disadvantages Partnership – Meaning – Characteristics Kinds of partners – Registration of partnership- Partnership deed- Rights and obligations of partners Limited liability partnership– Characteristics – Advantages and limitations. Joint Hindu Family Business – Characteristics – Advantages and limitations.	4 2 6 2 2	
Aug	12	<u>Unit-III: Joint Stock Company(As per companies act 2013)</u> Joint Stock Company- Meaning – Characteristics – Advantages – Kinds of Companies (including one person company)– Difference between private and public companies Promotion of a Company: Promotion -Stages Promoter– characteristics- Registration- Capital subscribers – Capital subscription – Types of shares-Commencement of Business	6 6	
sept	11	<u>Unit-IV: Joint Stock Company & Documents for registration:</u> Memorandum of Association – Clauses -Articles of Association – Contents – Prospectus – Contents – Statement in lieu of Prospectus Organization– meaning – principles of internal organization Types of organisation–Department organization-Functional organization Stable organization-committee organization-Distiction between Line and staff organization.	3 8	
oct	8	<u>Unit V:Business and society:</u> Concepts and objectives-Professionlization-Business ethics- Business and culture-Technological development and social change-Social responsibility of business –Social audit	8	

Total=50

Academic Organizer for Bcom I Year (Reg/Comp/Hon)

Principles of Management for the Year 2017-18(Semester – II)

Month	No Of Hours Sem-2	Topic To Be Covered	Review	Signature
Nov	12	UNIT-I: INTRODUCTION: Management: Introduction - Meaning - Features - Importance - Functions - Administration & Management – Definition of Manager - Functions of Manager - Role of Manager. UNIT-II: MANAGEMENT THEORY: Management Theory: Introduction - Classification - Classical Theory and Modern Management Theory –Henry Fayol - Principles of Management -Frederick Winslow Taylor’s Scientific Management - Principles of Scientific Management - Elements of Scientific Management- Max Weber	2 2 2 3 2 1	
Dec	12	Neo classical and modern theories-Peter F. Drucker- - George Elton Mayo UNIT-III: PLANNING: Planning: Definition - Characteristics - Objectives - Importance - Advantages - Steps / Process - Essentials - Limitations -Methods of plans (Policy, Procedures, Methods and Rules).	5 3 4	
Jan	13	UNIT-IV: COMMUNICATION, MOTIVATION, LEADERSHIP: Communication: Definition- Features Types - Process – Barriers Effective Communication Motivation: Meaning – Classification – Motivation Techniques - Theories Leadership: Definition - Qualities – Types	1 4 2 3 3	
Feb	15	Leadership - Theories UNIT-V: CENTRALIZATION, DECENTRALIZATION & DELEGATION OF AUTHORITY: Centralization: Introduction – Characteristics – Advantages and Limitations De-Centralization: Introduction – Characteristics – Advantages and Disadvantages Authority: Introduction – Characteristics – Sources Delegation of Authority: Importance – Advantages – Problems	3 3 3 6	

Department of Commerce
Sub: Information Technology-- ORGANIZER
B.com 1st year/sem I (Regular/Computer/Honors)

Month	CLS	Details	Periods	TOTAL
JUNE	18	UNIT-I: Introduction to computers - Generations of computers – An overview of computer system - Types of computers - Input & Output Devices.	4	18
		Hardware:Basic - CPU - Control unit – ALU - Input/output functions	3	
		Memory – RAM – ROM – EPROM - PROM and Other types of memory.	3	
JULY		Unit-II: OPERATING SYSTEM (OS): Meaning - Definition & Functions - Types of OS - Booting process - DOS – Commands (internal & external) - Wild card characters – Virus & Hackers – Cryptography & cryptology.	8	
AUG	14	Windows: Using the Start Menu –Control Panel – Using multiple windows – Customizing the Desktop – Windows accessories (Preferably latest version of windows or Linux Ubuntu).	4	14
		UNIT-III: WORD PROCESSING Application of word processing - Menus & Tool Bars - Word processor – Creating – Entering - Saving & printing the document - Editing & Formatting Text - A Mail Merge and Macros (Preferably latest version of MS Word or Libre Office Writer).	10	
SEPT	17	UNIT-IV:SPREADSHEET: -Application of work sheet/spread sheet - Menus & Tool bars - Creating a worksheet - Entering and editing of numbers - Cell reference - Worksheet to analyze data with graphs & Charts. Advanced tools: Functions – Formulae – Formatting numbers	6	17
		Macros – Sorting - Filtering - Validation & Consolidation of Data (Preferably latest version of MS Excel or Libre Office Calc).	3	
		UNIT-V: POWER POINT PRESENTATION: Application of Power Point Presentation – Menus & Tool bars – Creating presentations – Adding - Editing and deleting slides - Templates and manually – Slide show – Saving - Opening and closing a Presentation Types of slides - Slide Views - Formatting – Insertion of Objects and Charts in slides - Custom Animation and Transition (Preferably latest version of MS Power Point presentation - Libre Office Impress).	8	
OCT	3	Internet & Browsing: Services available on internet, WWW, ISP Browsers. Multimedia: Application of multimedia – Images – Graphics - Audio and Video – IT security.	3	3
TOT	52		52	

DEPARTMENT OF COMMERCE
FOREIGN TRADE BCOM II SEMESTER (COMP/REG)
ACADEMIC ORGANISER -2017-18

MONTH	TOPIC	NO OF DAYS
NOV 12	UNIT-I: FOREIGN TRADE: Meaning and Definition - Types of Foreign Trade –documents used –commercial invoice –bills of lading /airway bill-marine insurance policy- and certificate. Bills of exchange-consumer invoice-certificate of origin-inspection certificate –packing list UNIT-II: BALANCE OF TRADE AND BALANCE OF PAYMENTS: Introduction –	6 5 1
DEC 12	UNIT-II: BALANCE OF TRADE AND BALANCE OF PAYMENTS: Introduction – Meaning - Components of BOT & BOP. Concept of Disequilibrium – Causes - Remedies for Correcting Balance of Payments in International Trade. UNIT-III: OBJECTIVE S OF INDIA'S TRADE POLICY: Importance.	5 6 1
JAN 13	UNIT-III: OBJECTIVE S OF INDIA'S TRADE POLICY: Importance and its Implementation - Exchange Control. Objectives - Exchange Rate - Adjustments – Devaluation – Revaluation - Depreciation of Currency. UNIT-IV: ROLE OF FOREIGN TRADE IN ECONOMIC DEVELOPMENT: Growth - Significance of Foreign Trade–merits –demerits. Regional Economic Groupings – SAARC - ASEAN – BRICS -	4 4 2 3
March 15	Free Trade Area-Custom Union - Common Markets-Economic Union - European Union. UNIT-V: INTERNATIONAL ECONOMIC INSTITUTIONS: IMF: Objectives, Functions - World Bank: Objectives, Functions, Subsidiaries of World Bank – IMF Vs. IBRD. UNCTAD: Introduction, Aims, Features. WTO: Introduction, Aims, Features, Agreements. Revision	3 2 3 2 4 1
	Total	52

Bhavans Vivekananda College

Dept of Computer Science

B.Com(Hons)-II Sem, Relational Database Management System

Academic Organizer 2017-18

Month	Topic	No of Classes	Total Periods	HOD Review
November	Database Management-File Based system-Advantages of DBM over File Based system-Database Approach, Logical DBMS Architecture-3-level architecture-Need for three level architecture- Database Administrator-Function and Role-Data File Indices-Data Dictionary-Types of Database	7	22	
	Relational and ER Model-Data Models-Relational Model- Domains-Tuple-Relation-Super Keys,Candidate Keys, Primary Key-Foreign Key-Relational Constraint- Domain Constraint-Key Constraint-Integrity Constraint-Relational Operations	7		
	E-R Model, Sample ER Model. ER Notation, Entities-Strong and Weak Entity Types,Attributes, Simple vs Composite, Single valued vs Multivalued,Stored vs Derived, Relationships-Degree of Relationship, Conversion of ER to Relational	8		
December	Relational Database Integrity, Keys-Referential Integrity-Entity Integrity-Redundancy and Associated Problems-Normalization- 1NF, 2NF, 3NF,BCNF-Lossless Join Decomposition	8	16	
	File Organization-Physical Database Design Issues- Storage of Database on harddisks-File Organization and its types-SQL Commands-DDL-DML-DCL-TCL	8		
January	Queries using Order By, Group By, Where, Nested Queries, Joins, Views, Sequences,Indexes and Synonyms	6	13	
	Transactions-Concurrent Transactions-Locking Protocol- Serialisable Schedules-Locks(2PL),Deadlocks and its prevention-Optimistic Concurrency Control	7		

February	Database Recovery and Security- Database Recovery-Kinds of Failures- Failure Controlling Methods-Database Errors- Backup and Recovery Techniques- Security and Integrity-Database Authorization	7	14	
	Distributed and Client Server Database- Need for Distributed Databases-Structure- Advantages and Disadvantages- Advantages of Data Distribution and its disadvantages-Data Fragmentation-Client Server Database-Its Emergence-Need for Client Server Computing-Structure for Client Server and its advantages	7		
TOTAL CLASSES			65	

ADVANCED ACCOUNTING
III rd Semester Honours/Computers/Regulars
Academic Organizer for the year 2017-2018

Month	No of days	Topics	Required Hrs	Review
June	12	UNIT-III: VALUATION OF GOODWILL AND SHARES: Valuation of Goodwill: Need and Methods, Problems on Average Profits, Super Profits and Capitalization Methods. (Annuity method theory only) Valuation of Shares: Need and Methods, Problems on Net Assets	8 4	
July	19+2	Valuation of Shares: Problems on Yield and Fair Value Methods. UNIT-I: COMPANY ACCOUNTS- ISSUE OF SHARES & DEBENTURES: Types of Companies, Classes of Shares, Types of Preference shares, difference between Equity and Preference shares, Presentation of Share capital in Balance sheet, Problems on Issue of Shares at par, premium and discount, Prorata allotment – Forfeiture and Re-issue of Shares. Debentures- Features, Distinction between Share and Debenture, Issue of Debentures from Redemption point of view (5 Situations).	4 14 3	
Aug	15+2	UNIT-II: COMPANY FINAL ACCOUNTS Schedule III of Companies Act 2013: Structure – General Instructions for preparation of Balance Sheet and Statement of Profit and Loss – Part-I: Form of Balance Sheet – Part-II: Statement of Profit and Loss –Problems on Preparation of Statement of Profit and Loss & Balance Sheet. ISSUE OF BONUS SHARES Bonus Shares: Meaning – SEBI Guidelines for Issue of Bonus Shares – Accounting for Issue of Bonus Shares. UNIT-IV: AMALGAMATION, ABSORPTION & EXTERNAL RECONSTRUCTION (AS-14): Amalgamation & Absorption: In the nature of merger and purchase as per AS 14, Methods and – Calculation of Purchase Consideration – Accounting Treatment in the books of transferor and transferee companies including intercompany Owings. (Excluding intercompany holdings).	8 4 5	
Sept	14+1	Accounting Treatment in the books of transferor and transferee companies including intercompany Owings. (Excluding intercompany holdings). UNIT-V; INTERNAL RECONSTRUCTION: Legal provisions, accounting treatment – Preparation of Balance sheet after reconstruction	10 5	
	60+5		60+5	



CORPORATE ACCOUNTING

IV th Semester Honours/Computers/Regulars

Academic Organizer for the year 2017-2018

Month	No of days	Topics	Required Hrs	Review
November	15	ACCOUNTS OF BANKING COMPANIES:- Books and Registers maintained – Slip system of posting – Rebate on Bills Discounted – Performing & Non-Performing Assets – Legal Provisions relating to final accounts – Preparation of Profit & Loss a/c and Balance sheet.	15	
December	15	UNIT-II: COMPANY LIQUIDATION:- Meaning – Modes of Liquidation – Contributory, Liquidator, and Preferential Payments – Problems on preparation of Statements of Affairs, Deficiency/Surplus Account - Liquidator's Remuneration – and Liquidator's Final Statement of Account	15	
January	17	UNIT-III: ACCOUNTS OF LIFE INSURANCE COMPANIES: Introduction – Formats - Revenue Account - Balance Sheet - Valuation Balance Sheet – Ascertainment of Net Surplus, Calculation of Adjusted Life Assurance fund. UNIT-IV: ACCOUNTS OF GENERAL INSURANCE COMPANIES.- Preparation of final accounts of general insurance companies with special reference to Fire and Marine Insurance.	11 6	
February	18	Preparation of final accounts of general insurance companies with special reference to Fire and Marine Insurance. UNIT-V: HOLDING COMPANIES – AS-21 Holding companies – AS-21 - capital and revenue profits/ reserves/ loss- minority interest – cost of control or goodwill/capital reserve – treatment of intercompany Owings and unrealized profits – revaluation of assets- treatment of bonus shares and dividends declared by subsidiary companies – consolidated balance sheet as per schedule III of Companies Act 2013	2 16	
	65		65	



Sept'17	14+1	Measures of Skewness - Karl Pearson's Coefficient of -	2							
		Skewness - Bowley's Coefficient of Skewness-	2							
		Kelly's Measure of Skewness – Kurtosis-Meaning-	2							
		Raw Moments,Central moments,Skewness and kurtosis using moments(Excluding Shepard's correction)	2							
		UNIT-V: CORRELATION:								
		Meaning - Types - Correlation and Causation Methods: Scatter Diagram - Karl Person's Coefficient- of Correlation - Probable Error and Interpretation of Coefficient of Correlation - Rank Difference Method-	3							
		Concurrent Deviation Method	2							
	65		65							

ACADEMIC ORGANISER for B. STATISTICS II for 2017-18

B.com Sem IV

MONTH	NO OF DAYS	TOPIC	No of Days	Review
November	15	<u>UNIT I : REGRESSION</u>		✓
		Introduction-Correlation vs Regression Analysis	2	
		Linear and Non Linear Regression - Lines of Regression - Line of Regression of Y on X - Line of Regression of X on Y - Using Regression Lines for Prediction.	6	
		<u>UNIT II: INDEX NUMBERS</u>		
		Uses- Types - Problems in the Construction of Index Nos	3	
		Methods of Constructing Index Numbers - Simple	2	
		Weighted Index Number (All the Methods)	2	
December	15	Weighted Index Number (All the Methods) - ctd	1	
		Tests of Consistency of Index Number: Unit Test - Time Reversal Test - Factor Reversal Test - Circular Test	2	
		Base Shifting - Splicing and Deflating of Index Numbers.	3	
		<u>UNIT III : TIME SERIES</u>		
		Time Series: Components - utility of time series analysis	2	
		Methods-Semi Averages	2	
		Moving Averages	2	
		Least Square Method (Straight line method only)	3	
January	17	Least Square Method (Straight line method only)- Ctd	1	
		Shifting and conversion	2	
		<u>UNIT IV: PROBABILITY</u>		
		Probability: Experiment – Event – Types of Events:Mutually Exclusive Events - Collectively Exhaustive Events - Independent Events - Simple and Compound Events	2	
		Basics of Set Theory – Permutation – Combination - Approaches to Probability: Classical – Empirical – Subjective - Axiomatic - Theorems of Probability: Addition – Multiplication - Marginal and Baye's.-Simple problems	8	
February	18	Baye's theorem- Ctd	1	
		<u>UNIT V : THEOROTICAL DISTRIBUTIONS</u>		
		Binomial Distribution: Utility – Importance – Conditions – Constants - Fitting of Binomial Distribution	5	
		Poisson Distribution: Utility – Importance – Conditions – Constants - Fitting of Poisson Distribution	5	
		Normal Distribution: Utility – Importance - Simple Numerical in Normal Distribution (Fitting of Normal distribution excluded)- Areas Method Only.	7	

ACADEMIC ORGANIZER for BANKING THEORY and PRACTICES
B Com(Reg,Comp & Hons) IInd yr (SEM –III) 2017-18 (No. of classes per week:4)

Month	No. of days	Name of the Topic	No. of classes required	Review HOD Principal
June	9	UNIT-I: INTRODUCTION Origin and Growth of Banking in India Unit Vs Branch Banking Functions of Commercial Banks Nationalization of Commercial Banks in India Emerging Trends in Commercial Banking in India,	2 2 2 2 1	
July	16+2	Emerging Trends in Commercial Banking in India, Priority sector lending Innovations in banking. Ombudsman. UNIT -II: RESERVE BANK OF INDIA RBI Constitution-Organizational Structure-Management Objectives – Functions –Credit control measures. UNIT-III: TYPES OF BANKS Co-Operative Banks Regional Rural Banks National Bank for Agriculture and Rural Development (NABARD)	2 1 2 1 4 3 3 2	
Aug	12+2	UNIT-IV: BANKER AND CUSTOMER RELATIONSHIP Definition of Banker and Customer - Relationship Between Banker and Customer - KYC norms General and Special Features of Relationship Opening of Accounts - Special Types of Customers Like Minor, Married Women, Partnership Firms, Companies, Clubs and other Non-Trading Institutions.	5 4 5	
Sep	11+1	UNIT V: NEGOTIABLE INSTRUMENTS Descriptions and their Special Features Duties and Responsibilities of Paying and Collecting Banker - Circumstances under which a Banker can refuse Payment of Cheques - Consequences of Wrongful Dishonors. Precautions to be taken while Advancing Loans Against Securities – Goods - Documents of Title to Goods - Loans against Real Estate -Insurance Policies - Against Collateral Securities – Banking Receipts. Rule in Clayton's Case - Garnishee Order. Latest Trends in Deposit Mobilization.	2 3 5 1 1	
TOTAL	53		53 (48+5)	



Bhavan's Vivekananda College of Science, Humanities and Commerce

(Accredited with 'A' grade by NAAC)

FINANCIAL INSTITUTIONS AND MARKETS
ORGANISER FOR THE ACADEMIC SESSION 2017-18
B.COM IIND YEAR (HONS/REG/COMP)

Month	No. Of teaching days	Name of the topic	No. Of class required	Review of HOD Principal
November	12	Unit 1:INTRODUCTION Functions of Financial System Constituents of Indian Financial System An overview of Indian Financial System Role of Financial Institutions in Economic development Unit 2:FINANCIAL INSTITUTION: ALL INDIA DEVELOPMENT BANKS Functions of Development Banks Industrial Finance Corporation of India (IFCI) Industrial Development Bank of India(IDBI) Industrial Investment Bank of India Limited(IIBIL)	1 2 2 1 1 2 2 1	
December	12	Unit 2:FINANCIAL INSTITUTION: ALL INDIA DEVELOPMENT BANKS Industrial Investment Bank of India Limited(IIBIL) Infrastructure Development Finance Company Limited(IDFC) Industrial Credit and Investment Corporation of India (ICICI) Unit 3: FINANCIAL INSTITUTION: STATE LEVEL DEVELOPMENT BANKS Small Industries Development Bank of India (SIDBI) – objectives – management – functions – operations State Finance Corporations (SFCs) – objectives and scope – management – financial resources – functions – operations – performance appraisal and problems	1 2 2 3 4	

January	13	<p>Unit 3: FINANCIAL INSTITUTION: STATE LEVEL DEVELOPMENT BANKS State Industrial Development Corporations (SIDCs) – functions – resources – operations – financial assistance</p> <p>Unit 4: Money Market Money Market: Definition, features, objectives, importance, compositions</p> <p>Call Money Market: operations, transactions and participants, advantages and drawbacks</p> <p>Commercial Bill Market: definition, types of bills, operations in bill market, importance of bill market, discount market, acceptance market, drawbacks</p> <p>Treasury Bill: types, operations and participants</p> <p>Money market instruments</p>	3	
February	15	<p>Unit 4: Money Market Structure of Indian Money Market, Recent Development in the Indian Money Market</p> <p>Unit 5: Capital Market Capital Market: meaning, objectives, importance, functions, structure of Indian Capital Market</p> <p>New Issue Market: instruments, security buyer, methods of Issue, Intermediaries</p> <p>Secondary Market: characteristics, functions of stock exchanges, listing of securities, stock exchanges in India</p> <p>SEBI: power and functions, Primary and Secondary Market guidelines</p>	2	
TOTAL	52		52	

**ACADEMIC ORGANISER – ENTREPRENEURIAL DEVELOPMENT & PROJECT
FINANCING FOR 2017-18**

B.COM II (REG) IIIrd Semester

Month	Scheduled Hours	Topic to be covered	No of class	Review of HOD/Principal
June	9	Unit-I :: INTRODUCTION: Entrepreneur: Evolution of Entrepreneurs - Concept - Functions - Characteristics – Importance of Entrepreneur – Types of Entrepreneurs - Women Entrepreneurs in India – Opportunities & Challenges –Government Schemes for women entrepreneurs.	2 2 2 1 2	
July	16+2	UNIT-II: ENTREPRENEURIAL DEVELOPMENT: Entrepreneurship- Introduction- Entrepreneurial Competencies – Entrepreneurial opportunities in India - Entrepreneurship today – Process of Entrepreneurial Development- Market assessment- Benefits and Limitations – Trend spotting – Creativity & Innovation – Innovative process UNIT-III: ENTREPRENEURIAL DEVELOPMENT POLICIES AND PROGRAMMES Entrepreneurship Development Programmes – Policies of the Government – Institutions for Entrepreneurship Development Training (EDIs) in India: CED, MDI,	3 4 3 1 2 2 3	
August	12+1	EDII, IED, NIESBUD, EMC, STEPs, XISS, SIDO, SISIs - Role of Consultancy Organizations: IDCs, TCOs – Role of Financial Institutions and Banks. UNIT IV: PROJECT: Project: Project management: meaning, scope & importance, role of project manager Project- Definition, characteristics, types, steps in identification of projects, project life cycle.	3 3 3 2 2	
Sept	11+1	UNIT-V: PROJECT FINANCING and MSME : project Formulation – definition- stages-Design - Network Analysis –CPM –PERT- Planning- Planning Financial Analysis & Project Financing - Appraisal – Social Cost-Benefit Analysis – Budget –types and MSME(as per 2006) – Government Policy and Support	6 3 3	
Total	52		52	

Organizer for Business Ethics for the Academic Year 2017-2018(Semester – IV)

Month	No Of Hours Sem-4	Topic To Be Covered	Review	Signature
Nov	12	<p><u>UNIT I – INTRODUCTION TO BUSINESS ETHICS</u></p> <p>Meaning- Requirement of Ethics in Business - Need/Importance for ethics in business- Moral Vs. Ethics- Ethics Vs. Religion – Law Vs. Ethics Issues/ Dilemmas involved in Business ethics- How to handle ethical dilemmas in business- Benefits of Business Ethics.</p> <p><u>UNIT II- ETHICS AT WORKPLACE</u></p> <p>Meaning- Need- Importance- Role of individual morals and Standards in defining work place ethics- Factors influencing ethical behavior- Working with opposite gender</p>	<p>1</p> <p>1</p> <p>1</p> <p>2</p> <p>1</p> <p>1</p> <p>1</p> <p>2</p> <p>1</p> <p>1</p>	
Dec	12	<p>issues involved in HRD- Ethical issues of individuals in work place- Guide lines for managing ethics in the work place.</p> <p><u>UNIT III- ETHICS IN ACCOUNTING AND FINANCE</u></p> <p>Meaning- Importance- fundamental principles of ethics in the context of Finance and Accounts Creating an ethical accounting environment- Reasons for unethical behavior- Threats faced by Finance and Accounting professional while working as a Auditor, Consultant or an Employee in an organization- Safe guards to counter/ Overcome threats- “Ethical conflict resolutions in the context of Finance and Accounting”.</p>	<p>1</p> <p>1</p> <p>2</p> <p>1</p> <p>1</p> <p>1</p> <p>2</p> <p>2</p> <p>1</p>	
Jan	14	<p><u>UNIT IV- ETHICS IN MARKETING AND CONSUMER PROTECTION</u></p> <p>Meaning-Ethical issues involved in marketing- Need for ethical guidance- Competition Meaning- Definition – Consumer; Definition- Competition and consumer welfare Grey areas in marketing- consumer protection councils in India- Rights of the consumers- Consumer interest Vs. Public interest- Ethics in Advertisement</p> <p><u>UNIT V-BUSINESS ETIQUETTES</u></p> <p>Meaning- Importance of Etiquettes- Etiquettes in Business cards-</p>	<p>1</p> <p>2</p> <p>2</p> <p>3</p> <p>1</p> <p>2</p> <p>2</p>	
Feb.	15	<p>Business Meetings- Board Meetings- Board meetings- Shareholders meetings- Employees in meetings- Press</p>	<p>1</p> <p>2</p>	

		conferences in printing and electronic media	5	
		Dining manners at Breakfast- Lunch and Dinner meetings- Behavior with foreign delegates- Manner of shake hand- Dress code – in working hours- Working days- Business meetings- Corporate culture functions-	5	
		Etiquettes in Delivery of Speeches and addressing the people	2	
Total	52		52	

Academic Organizer –B com Computers - 3rd Semester
Subject: C Language
2017-18

Month	Topic	No.of classes
June	UNIT-I: INTRODUCTION TO C LANGUAGE, DATA TYPES AND I/O OPERATIONS: Introduction: Types of Languages – History of C language – Basic Structure – Creating – Compiling - Linking and Executing the C Program - Pre-processors in “C”. Types and I/O operations: Keywords & Identifiers – Constants – Variables - Scope and Life of a Variable - Data types -	4 4 4
July	Storage classes - Reading a character or values - Writing a character or value - Formatted Input and Output operations. UNIT-II: OPERATORS, EXPRESSIONS AND DECISION MAKING: Operators: Introduction – Arithmetic – Relational – Logical – Assignment - Conditional - Special operators – Expressions: Arithmetic – Evaluation - Type conversions. Decision Making & Looping: Introduction - If statements - If-else statements - Switch statements - Conditional statements - While statements - Do statements - For Statements.	4 8 4
August	UNIT-III: ARRAYS AND STRINGS: Arrays: Introduction - Defining an array - Initializing an array - One dimensional array – Two dimensional array - Dynamic array Strings: Introduction - Declaring and initializing string variables - Reading and Writing strings - String handling functions.	4 4 6
September	UNIT-IV: BUILT-IN FUNCTIONS AND USER-DEFINED FUNCTIONS: Built-in functions: Mathematical functions - String functions - Character functions - Date functions. User defined functions: Introduction - Need for user defined functions - Elements of functions - Return values and their types - Function declaration - Function calls - Recursive functions. UNIT-V: STRUCTURES AND POINTERS: Structures: Introduction - Declaring structures variables - Accessing structure members - Functions and Structures - Array of structures	4 5 5
October	- Enumerated Data types - Introduction to Unions. Pointers: Fundamentals - Understanding pointers - Address - Declaration of Pointers	6
		62

ACADEMIC ORGANISER for MANAGEMENT INFORMATION SYSTEM
B COM (HONS) II nd year (SEM III) 2017-2018 (No. of Classes per week:5)

Month	No. of Teaching Days	Name of the topic	No. of Classes required	Review of HOD Principal
June	13	Unit 1: An Overview of MIS Concept and definition of MIS. and MIS vs. Data Processing, MIS and Decision support System MIS & Information Resources Management End User Computing, MIS Structure Managerial Views of IS, Functions of Management Management Role, Levels of Management Practicals: Lab classes	1 1 1 3 2 1 4	
July	13 + 7	Unit 2: Foundation of Information System Introduction to Information System in Business Fundamentals of Information Systems and Solving Business Problems with Information System Types of Information Systems Effectiveness and Efficiency Criteria in Information System Framework for IS and Sequence of development of IS HRIS Unit 3: Concept of Planning and Control Concept of Organisational Planning and Planning Process Computational Support for Planning Characteristic of Control Process Practicals: Lab classes	1 2 2 1 2 1 3 2 2 4	
August	11 + 4	Unit 3: Concept of Planning and Control Control Issues and security in MIS application in an organisation Determination of Information Requirements and Business System Planning End means Analysis and Organizingng the plans Unit 4 : Business Applications of Information Technology Internet and Electronic Commerce, Intranet Extranet and Enterprise Solutions Information System for Business Operations, Information System for Managerial Decisions Support Practicals: Lab classes	2 3 1 1 1 3 4	
September	14 + 4	Unit 4 : Business Applications of Information Technology Information System for Strategic Advantage	1	

B.com III Cost Accounting Organiser

Month	No. of Days	Particulars	No. of Days
June	12	Unit I	
		Cost Accounting : Definition , Features	1
		Objectives, Scope and Function	1
		Advantages and Limitations	1
		Essentials of Good costing System	1
		Limitations of Financial Accounting	
		Cost Accounting vs Financial Accounting	2
		Cost Concepts	
		Cost Classification	3
		Method and Techniques of Costing	2
		Total of Unit I	11
		Unit II	
		Direct and Indirect Material Cost -Purchase of Material	1
JULY	21	Inventory Control Techniques-	
		Stock Level with problems	3
		EOQ with problems	2
		ABC Analysis,JIT Theory	1
		VED, FSND Theory	1
		Issue of Material- Pricing Methods: FIFO,LIFO,Base Stock, Simple Average and Weighted Average Problems	6
		Total of Unit I	14
		Unit III	
		Labour : Direct and Indirect Labour cost	
		Method of Wage payments	2
		Incentive plans	3
		Overheads	
		Classification	1
		Allocation and Apportionments	2
August	17	Allocation and ApportionmentsMethods of Absorption	5
		Total of Unit III	13
		Unit IV	
		Unit Costing -Features , Cost sheet & Tenders	8
		Job Costing - Features, Objectives,Job Cost Sheet	2
		Total of Unit IV	10
		Contract Costing : Features, Advantages Profit on incomplete Contracts	3
		Unit V	
September	15	Unit VContract Costing : Features, Advantages Profit on incomplete Contracts	5
		Process Costing : Features , Normal and Abnormal Losses & Gains, Problems	9
		Total of Unit V	17
	65		65

ACADEMIC ORGANISER-Management Accounting and Control 2017-18 (B.Com III Comp)

Month	No.of teaching days	Name of the Topic	No.of classes required	III A1	III A2	III A3
Nov	15	UNIT-I: INTRODUCTION TO MANAGEMENT ACCOUNTING & FINANCIAL STATEMENT ANALYSIS: Managerial Accounting: Features, Objectives, Scope, Functions, Advantages and Limitations, Relationship between Cost, Management and Financial Accounting Financial Statement Analysis: Meaning, Uses, Limitation, types and techniques, Comparative Statement, Common Size techniques, Simple problems(according to Schedule 3)	6 9			
Dec	15	UNIT-II: RATIO ANALYSIS: Meaning – Objectives – Classification – Advantages and Limitations – Computation of various ratios: Activity Ratios - Liquidity Ratios - Solvency Ratios - Profitability Ratios. UNIT- III: CASH FLOW ANALYSIS(AS-3): Meaning of Working Capital- Cash, Cash Flow and its equivalents	12 3			
Jan	17	– Importance – Differences between Funds Flow and Cash Flow Statements – Preparation of Cash Flow Statement (AS 3). UNIT-IV: MARGINAL COSTING & DECISION MAKING: Meaning and Importance – Marginal Cost Equation- Difference between Marginal Costing and Absorption Costing – Application of Marginal Costing- CVP Analysis –	9 8			
Feb	18	Break Even Analysis: Meaning – Assumptions- Importance- Limitations Including Make and Buy Decisions (Simple Problems) UNIT-V: BUDGETS AND BUDGETARY CONTROL: Budget: Meaning–Objectives– Advantages and Limitations – Essentials of Budgets- Budgetary Control–Classification of Budget-Preparation of Budget.	4 14			
Total	65		65			

**Bhavan's Vivekananda College of science, humanities and Commerce,
Sainikpuri, Secunderabad
Business Law Organiser 2017-18**

Month and No. of Days	Contents	No. of Classes	Remarks
June 9+2	Unit I Introduction- Development of Law – Contract Act, 1872 – Agreements and Contract – Essentials of a valid Contract – Types of Contract – Offer and Acceptance – Rules of Valid offer and Acceptance – Communication and Revocation of Offer and Acceptance – Consideration – Essentials of Valid Consideration Doctrine of “Privity of Contract” – Stranger to Contract – No Consideration No Contract – Capacity to Contract – Minor Agreements	1 1 2 2 1 1 2 1	
July 16+2	Unit II Legality of Object – Discharge of Contract Legality of Object and Consideration – Agreements expressly declared to be void – Wagering Agreements – Contingent Contract – Discharge of Contract – Performance of Contract – Breach – Remedies for Breach of Contract Unit III Special Contracts – Bailments – Rights and duties of Bailors and Bailee – Pledge – Pledge by non-owners – Contract of Agency – Essentials of Ratification – Agents authority – Rights and duties, liabilities of Agent – Termination of Agency	1 2 3 1 2 1 3 3	
Aug 12+2	Unit IV Sale of Goods Act – Essentials – Sale and Agreement to sell – Types of Goods – Conditions and Warranties – Transfer of Property – Rules of Transfer of property – Sale of Non-owners- Unpaid seller – Rights of an Unpaid Seller	2 4 4 2 2	
Sep 11+2	Unit V Consumer Protection Act and Environmental Protection Act - Consumer – Goods – Service – Consumer Protection Councils – Consumer Dispute Redressal Agencies – Appeals Environment Protection Act – Object – Scope – General Powers of the Central Government – Prevention – Control and Abatement of Environmental Pollution – Offences and Penalties	1 3 1 1 2 2 1	



Bhavan's Vivekananda College of Science, Humanities & Commerce
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CORPORATE AND OTHER LAWS

VI Semester

Organizer for the Academic Year 2017-18

Nov 12	UNIT I INCORPORATION OF COMPANIES Company: Meaning and Definition – Characteristics – Classification – Legislation on Companies – Incorporation – Promotion – Registration – Memorandum of Association – Articles of Association – Alteration of Memorandum and Articles of Association – Doctrine of Ultra vires – Doctrine of Indoor Management – Doctrine of Constructive Notice – Certificate of Incorporation – Prospectus	2 2 2 1 1 2	
Dec 12	UNIT II MANAGEMENT OF COMPANIES Director – Qualification – Disqualification – Position – Appointment – Removal – Duties and Liabilities – Loans – Remuneration – Managing Director – Corporate Social Responsibility – Corporate Governance (Concept only) Company Secretary: Definition – Appointment – Duties – Liabilities	2 3 3 4	
Jan 13	UNIT III COMPANY MEETINGS AND RESOLUTIONS Meetings: Meaning – Requisites – Notice – Proxy – Agenda – Quorum – Minutes – Kinds – Shareholders Meetings – Statutory Meeting – Annual General Body Meeting – Extraordinary General Body Meeting – Board Meetings – Resolutions – Types of Resolutions UNIT IV WINDING UP Meaning – Modes of Winding Up- Winding Up by Tribunal – Voluntary Winding Up	2 2 3 3 3	
Feb 15	- Compulsory Winding Up – Consequences of Winding Up – Liquidator - Duties – Powers UNIT V INTELLECTUAL PROPERTY RIGHTS AND INFORMATION TECHNOLOGY ACT Intellectual Property Rights – Objectives – Trade Marks : Definition – Patents Definition Kinds of Patents – Copy Rights: Definition – Copy Rights – Other Intellectual Property Rights: Trade Name – Trade Secrets – Geographical Indicators – Infringement – Penalties Information Technology Act – 2000: Objectives – Digital Signature – Electronic Governance – Penalties and Adjudication	3 2 2 2 2 4	
	Total	52	

ACADEMIC ORGANISER MONTH WISE – 2017-18

INCOME TAX – B.com II – IV SEMESTER(Hons) 2nd Yr [Reg & Comp]

No. of classes: 5 per week

Month	No. of teaching days	Topics to be covered	No. of classes required	Review by HOD/Principal
NOV '17	15	UNIT -1 Capital Gains Introduction - Meaning –Basis of charge – Short term and Long term Capital Assets – Transfer of Capital Asset – Deemed Transfer – Indexed Cost of Acquisition — Problems on computation of capital gains. UNIT – II Income from other sources General Incomes u/s. 56(1) – Specific Incomes u/s. 56(2)	2 1 1 1 8 2	
DEC '17	15	UNIT –II Specific Incomes – Deductions u/s. 57 - Problems on computation on Income from Other Sources. UNIT-III CLUBBING AND AGGREGATION OF INCOME: Income of other persons included in the total income of Assessee – Clubbing Provisions, deemed incomes Revision	2 9 2 2	
JAN '18	17	UNIT –III Provisions of set-off and Carry forward of losses – computation of Gross Total Income – Deduction from GTI u/s 80C to 80U (Problems) UNIT-IV Introduction to tax liability Computation of tax liability	4 9 1 3	
FEB '18	18	UNIT-IV Computation of tax liability UNIT –V Assessment Procedure Income tax Authorities Revision	8 6 2 2	
	65	TOTAL	65	

ACADEMIC ORGANISER – AUDITING FOR 2017-18
B.COM III (REG, COMP & HONS) Vth Semester- 4 HOURS PER WEEK

Month	Scheduled Hours	Topic to be covered	No of class	Review of HOD/Principal
June	9	Unit-I : Introduction Auditing: Meaning – Definition-Evolution – Objectives – Importance – Qualities – Types of Audit – Commencement of Audit – Engagement Letter Audit Program –	2 2 2 1 2	
July	16+2	Audit Note Book –Audit Markings Unit-II : Internal Control, Internal Check and Internal Audit: Meaning and objectives of Internal Control – Internal Check and Internal Audit – Internal Check Vs. Internal Audit – Internal Control Vs Internal Audit. Unit-III : Vouching: Meaning – Objectives – Types of Vouchers – Vouching of Trading Transactions – Vouching Cash Transaction	3 4 3 1 2 2 3	
August	12+1	Unit-IV : Verification and Valuations of Assets: Meaning and Definition – Distinction – Verification and Valuation of various Assets and Liabilities Unit-V : Company Audit- Qualification and Disqualification – Appointment	3 5 3 2	
Sept	11+1	Remuneration – Removal – Rights – Duties Civil and Criminal Liabilities of Auditors – Audit Committee – Audit Reports	6 3 3	
Total	52		52	

Auditing Team? -
N.P, R.S. AS, KW, R.A, P.C & M.V

ACADEMIC ORGANISER-Financial Statement Analysis 2017-18

Month	No.of teaching days	Name of the Topic	No.of classes required	Review HOD Principal
November	15	UNIT-I: INTRODUCTION: Financial Statements: Meaning – Elements: Assets – Liabilities – Equity - Income and Expenditure and their features – Constituents: Income Statement and Balance Sheet their features - Information incorporated and their Qualitative requirements - Limitations. UNIT-II: TECHNIQUES OF FINANCIAL STATEMENT ANALYSIS: Meaning – Objectives - Techniques: Comparative Statement, Common Size Statement,	1 2 2 1 1 8	
December	15	Trend Analysis UNIT-III: RATIO ANALYSIS: Meaning – Objectives – Classification – Advantages and Limitations – Computation of various ratios: Activity Ratios - Liquidity Ratios	2 3 10	
January	17	Solvency Ratios - Profitability Ratios. UNIT-IV: FUNDS FLOW ANALYSIS: Concept of Funds – Meaning and Importance – Limitations Statement of Changes in Working Capital – Statement of Sources and Application of Funds.	5 2 10	
February	18	Statement of Changes in Working Capital – Statement of Sources and Application of Funds. UNIT-V: CASH FLOW ANALYSIS(AS-3): Meaning – Importance – Differences between Funds Flow and Cash Flow Statements – Procedure for preparation of Cash Flow Statement.	4 2 12	
March				
Total	65			

ACADEMIC ORGANISER FOR FINANCIAL MANAGEMENT(2017-18)
B.COM III YEAR –(HONS & REGULARS)

No. of classes per week-5

Month	No. Of teaching days	Name of the topic	No. Of classes required	Review
JUNE	12	UNIT-I: INTRODUCTION: Financial Management: Meaning - Nature and Scope-Importance-Objectives - Profit Maximization vs Wealth Maximization - Traditional Functions of Finance Manager - Changing Role of Finance Manager - Relationship between Financial Management and Other Management Areas (Theory). UNIT-II: TIME VALUE OF MONEY Concept - Techniques - Compounding Techniques - Doubling Period -	8 4	
JULY	19 +2	TIME VALUE OF MONEY Multiple Compounding Period - Present Value Techniques (Simple Problems). CAPITAL BUDGETING: Meaning -types of Capital Budgeting-Decision criteria-Techniques of Capital Budgeting-Traditional and Modern (DCF) methods-NPV v/s IRR. UNIT-III: COST OF CAPITAL: Meaning and Definition - Significance - Classification of Costs Problems in Determination of Cost of Capital - Cost of Debt - Cost of Perpetual and Redeemable Debt	2 13 6	
AUG	15+2	COST OF CAPITAL: - Cost of Preference Capital - Cost of Equity Capital - Cost of retained earnings - Weighted Average Cost of Capital (Simple Problems). UNIT-IV: CAPITAL STRUCTURE: Meaning - Importance - Factors - Types - Optimal Capital Structure - Theories of Capital Structure: Net Income Approach - Net Operating Income Approach - Traditional Approach - Modigliani and Miller Approach (Simple Problems).	6 11	
SEPT	14+1	UNIT-V: LEVERAGES&DIVIDEND DECISION LEVERAGES: Operating- Financial-combined leverages(Including Problems) EBIT-EPS Analysis DIVIDEND DECISION- Dividend theories- Walter Model, Gordon Model, M.M. Hypothesis. Revision	5 7 3 TOTAL	
			65	

ACADEMIC ORGANISER MONTH WISE – 2017-18

INTERNATIONAL FINANCE – B.Com III year Honors

No. of classes: 5 per week

Month	No. of teaching days	Topics to be covered	No. of classes required	Review by HOD/Principal
JUNE '17	12(+1)	Unit -1 International Finance- Meaning, Scope, Features, Goals, IFM vs DFM	4	
		Role of IF Manager, Relationship between IFM & other management areas, International Financial Environment	4	
		Unit – II International Monetary system- Different standards	4	
		IMF solution for financial crisis	1	
JULY '17	19	IMF solution for financial crisis	1	
		International Flow of Funds- Balance of Payments- Problems	8	
		Unit –III Foreign Exchange Market- Major Participants-Spot Market- Speculation, Arbitration in spot markets, Hedging	10	
AUGUST '17	15(+2)	Speculation, Arbitration in forward markets, Swapping of forward contracts	5	
		Unit – IV Exchange Rate Mechanism- Quotations, Nominal, Real Effective Exchange rate	5	
		Determination of Exchange Rate in Spot Market and Forward Market	7	
SEPT '17	14(+2)	Unit – V Foreign Exchange Exposure- Meaning, Relevance, Classification Translation and Transaction Exposure - Problems	4 9	
	65		65	

ACADEMIC ORGANISER MONTH WISE – 2017-18

Fundamentals of Financial Derivatives – B.Com III year – VI SEMESTER

No. of classes: 5 per week

Month	No. of teaching days	Topics to be covered	No. of classes required	Review by HOD/Principal
NOV '17	15	UNIT -1 UNIT-I: INTRODUCTION TO FINANCIAL DERIVATIVES Definition –Types - Uses - Critiques - History of Derivatives Markets, Participants Evolution of Derivatives in India, Derivative Exchanges in India UNIT- II: FORWARD CONTRACTS AND ITS MECHANISM Introduction to Forward contracts, Features, Distinction between Forwards and spot contracts	3 3 3 3 3	
DEC '17	15	UNIT –II Classification of forward contracts, Relationship between forward price and expected future price, Forward contract mechanism, Advantages, Disadvantages of forward contracts, Determination of forward prices, Value of forward contract(simple problems) UNIT- III: Futures Contracts and its Mechanism Meaning, definition, Features, Types, Differences, Trading mechanism	1 2 2 1 4 5	
JAN '18	17	UNIT –III Basic concepts in futures pricing, determination of futures prices, theory of futures prices(simple problems) Unit-IV Options Pricing Options, Types, Differences- Value Determinants- Put- Call Parity Theory(simple problems) Unit-V- Option pricing models Introduction	2 2 2 3 6 2	
FEB '18	18	Unit-V- Option pricing models Black Scholes Option pricing Binomial Pricing model	9 9	
	65	TOTAL	65	

MARKETING MANAGEMENT
ACADAMIC ORGONISER MONTH WISE 2017-18*
B.COM 2rd year (Honors)

Month and classes	Topic	No of classes
June 12	UNIT-I: PRODUCT MANAGEMENT: Concept of Product – Classification of Products – Product Mix Decisions – Product Line Decisions – New Product – New Product Development Stages – Product Life Cycle Stages and its Strategies – Branding –	1 1 2 2 2 2 2 2
July 19+2	Packaging & Labeling. UNIT-II: PRICE MANAGEMENT: Pricing – Objectives of Pricing – Role of Price in Marketing Mix – Factors Influencing – Price Decisions – Pricing Under Different Competitive Conditions – New Product Pricing – Pricing Methods – Cost Based and Demand Based Strategies. UNIT-III: PROMOTION MANAGEMENT: Promotion: Significance, Promotion Mix Elements – Advertising: Objectives, Types, Effectiveness, Budget – Media & its Selection –	1 2 1 3 1 1 2 2 2 1 1 1 2 1 1 1
AUG 15+2	Personal Selling: Nature, Steps - Sales Promotion: Objectives, Tools - Public Relations and Publicity – Direct Marketing & its Forms. UNIT-IV: CHANNEL MANAGEMENT & RETAILING: Marketing Channels: Nature Levels – Structure – Participants – Functions of Marketing Intermediaries – Online Marketing – Retailing: Meaning, Significance.	1 2 1 1 2 1 1 1 1 4 1 1
SEP 14+1	Retailing: Meaning, Significance. UNIT-V: MARKETING STRATEGY AND PLANNING: Corporate Strategy - Planning – Vision – Mission – Objectives – Business Strategic Planning -SWOT Analysis - Goal Formulation - Strategy Formulation - Program Formulation –Implementation - Feedback and Control – Marketing Process – Nature and Contents of a Marketing Plan.	2 3 4 2 2
	Revision	2
	Total	65



Bhavan's Vivekananda College of Science, Humanities and Commerce
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Academic organizer for 2017-18 for Human Resource Management
B.Com II Year (Hons)

Month	Working Days	Name of the Topic	No of Classes	Total	Review of HOD Principal
November	15	Unit-I Introduction HRM : Meaning, Concept Importance, Objectives and Scope Functions of HRM Changing role of HR manager HRM policies, HRM vs Personnel Management Recent trends in HR	2 1 2 4 1 3 2	15	
December	15	Unit II HR Planning and Job Analysis Introduction – Need for HRP Process of HRP HRP System – Responsibility of HRP Job Analysis : Concept and meaning Process of J Analysis Job Descriptions, Job Specifications Uses of Job Analysis	2 4 1 1 2 4 1	15	
January	17	Unit III Procurement of HR Introduction – Concept of Recruitment Factors affecting Recruitment Sources of recruitment – Traditional and Modern Methods Concept of Selection Selection Process Selection Techniques Placement and Induction, Internal Mobility Unit IV Human Resource Development Training and development: Introduction and meaning	1 2 4 1 2 1 4 2	15 2	

ACADEMIC ORGANIZER for FINANCIAL SERVICES
B Com(Hons) IIIInd yr (SEM -V) 2017-18 (No. of classes per week:5)

Month	No. of days	Name of the Topic	No. of classes required	Review HOD Principal
June	12	UNIT-I: INTRODUCTION: Financial Services: Meaning-Functions Classification- Scope – Fund Based Activities - Non-fund Based Activities – Modern Activities Causes for Financial Innovation – New Financial Products and Services Innovative Financial Instruments – Challenges Facing the Financial Service Sector	2 3 3 4	
July	19+2	Present Scenario. UNIT-II: MERCHANT BANKING: Definition – Origin of Merchant Banking in India Merchant Banks and Commercial Banks – Services of Merchant Banks Qualities of Merchant Bankers – Merchant Bankers as Lead Managers – Guidelines Merchant Bankers Commission – Progress of Merchant Banking in India Problems and Scope of Merchant Banking in India. UNIT-III: VENTURE CAPITAL: Venture Capital: Meaning, Features, Scope, Importance, Origin Initiative in India – Venture Capital Guidelines	1 2 3 4 3 2 4 2	
Aug	15+2	Method of Venture Financing, Indian Scenario Suggestions for the Growth of Venture Capital. UNIT-IV: HIRE PURCHASE AND LEASING: Hire Purchase: Features , Legal Position Hire Purchase and Credit Sales Hire Purchase and Installment Sale Hire Purchase and Leasing – Origin and Development. Banks and Hire Purchase Business. Leasing: Definition – Steps in Leasing Transactions, Types of Lease – Financial Lease – Operating Lease – Leverage Lease – Sale and Lease Back. Advantages and Disadvantages of Lease Structure of Leasing Industry – Problems and Prospects.	2 1 2 2 1 1 3 2 1 2	
Sep	14+1	UNIT-V: DISCOUNTING, FACTORING AND FORFEITING: Discounting: Concept – Types of Bills Differences between Bill Purchase, Bill Discounting and Bill Negotiating. Advantages of Bill Discounting RBI Guidelines to control misuse of bill discounting. Factoring and Forfeiting: Meaning and Nature of Factoring – Parties in Factoring Merits and Demerits of Factoring – Types – Factoring in India. Factoring Regulation Act, 2011. Parties to Forfeiting – Costs of Forfeiting – Benefits of Forfeiting for Exporters and Importers. Recent Developments in Solving Problems in Forfeiting Differences between Factoring and Forfeiting.	1 3 1 2 3 2 2 1	
TOTAL	65		65 (60+5)	

Research Methodology Organiser for the year 2017-18

(Semester V June to September)

Month (No. of Classes)	Topic	No. of Classes	Review by HOD /principal
June	Unit I Introduction	1	
12	Research Objectives - Relevance-Classification	4	
	Process and steps involved	3	
	Problem: Identification - Steps involved in the Selection	3	
	Unit II Research Design - Introduction	1	
July	Research Design		
21	Classification	1	
	Types of Research Design	3	
	Factors of Research Design	2	
	Steps in Research Design	2	
	sampling techniques	3	
	Criteria of a Good Research Design.	1	
	Unit III Levels of Measurement & Scaling and Hypothesis Testing		
	Introduction	2	
	Measurement Levels/ Scales	6	
	Scaling Techniques		
	Hypothesis : Meaning - Types-Charecteristics	1	
August	Hypothesis Testing : Procedure- Steps	2	
19	Unit IV Parametric and Non Parametric Tests		
	Introduction - T - test	3	
	F- test	3	
	Chi- Square test	3	
	Anova (One way , Two way Anova)	3	
	Unit V Research Report and Presentation & Computer Application in Research	2	
	Report Drafting : Types of Reports	2	
	Methods of Research Report Writing	1	
September	tables and charts	1	
13	Unit V Research Report and Presentation & Computer Application in Research		
	Report Drafting: Types of Reports	3	
	Methods of Research Report Writing	3	
	Tables and Charts- Bibilography and Index	2	
	Diagrammatic Presentattion	2	
	Capabilities of Computer in the Field of Research	2	
65	Total classes Required	65	

W. Srinivas
29/8/17

ACADEMIC ORGANISER for B. MATHEMATICS for 2017-18
B.com Hons Sem VI

MONTH	NO OF DAYS	TOPIC	NO OF DAYS	REVIEW
November	15	<u>UNIT I : Mathematics of Finance, Functions, Limits & Continuity</u>		
		Introduction - Interest-(Simple and Compound, Compound Interest at Changing rates_Nominal &Effective rates)-Present value and Future value-Annuities	5	
		Perpetuity - Functions-Concept- Types	3	
		Limits: Concept-Properties-Evaluation	4	
		Continuity:Concept- Applications of Continuity in Business and Economics	3	
December	15	<u>UNIT II: THEORY OF SETS AND INDICES</u>		
		Theory of Sets: Definition of Set	1	
		Types of Sets- Venn Diagrams	2	
		Operation on Sets- Algebra of Sets	2	
		Application of Set Theory	2	
		Indices: Laws of indices and Problems	3	
		<u>UNIT III: MATRICES AND DETERMINANTS</u>		
Matrices: Introduction-Types of matrices	2			
Matrix Algebra-Addition, Subtraction, Multiplication,Transpose and Properties	2			
		Inverse of a matrix-Minors & Cofactors	1	
January	17	Inverse of a matrix-Minors & Cofactors	1	
		Determinant-Solving of Simultaneous Equations using Cramer's rule and Matrix Inversion method	2	
		Problems	2	
		<u>UNIT IV: QUADRATIC EQUATIONS AND PROGRESSIONS</u>		
		roots-Formation of Quadratic Equation-Problems	5	
		Progressions:Arithmetic-Geometric, Harmonic & Problems	7	
February	18	Problems Ctd	2	
		<u>UNIT V: CALCULUS</u>		
		Differentiation: Derivative of Standard Functions-Rules of Differentiation-Sum, Product, Quotient & Function- Differentiation of one function with respect to another function	8	
		Maxima & Minima: Meaning and Application Problems	3	
		Integration: Concept-fundamental formulae-methods of integration-problems including application problems	5	
TOTAL			65	