

S. S. JAIN SUBODH P.G. COLLEGE, JAIPUR
(Autonomous)



Syllabus for Bachelor of Commerce (Honours)
B.Com. (Honours) E.A.F.M.

Syllabus and Scheme of Examination

Syllabus for Bachelor of Commerce (Honours)

B.Com. (Honours) E.A.F.M.

Session 2022-2023

B.COM (HONS.)
(Semester -I)

Paper No.	Nomenclature
1.	Business Economics
2.	Indian Banking
3.	Elements of Financial Management
4.	Business Budgeting

(Semester - II)

Paper No.	Nomenclature
1.	Managerial Economics
2.	Indian Financial System
3.	Business Finance
4.	Capital Expenditure Decisions

(Semester - III)

Paper No.	Nomenclature
1.	Theory and Practice of Economic Administration
2.	Macro Economic Theory
3.	Project Planning And Production Decision
4.	Development Banking

(Semester - IV)

Paper No.	Nomenclature
1.	Public Enterprises In India
2.	Monetary Economics
3.	Project Management And Control
4.	Structure Of Financial Institutions

(Semester - V)

Paper No.	Nomenclature
1.	International Trade and Finance
2.	Indian Economic Environment
3.	Rural Development
4.	Public Finance

(Semester - VI)

Paper No.	Nomenclature
1.	Foreign Exchange
2.	Business Environment in India
3.	Principles of Co-operation
4.	Central Financial Administration/Project Report

**B.COM.(HONS) EAFM. Scheme of Examinations & Syllabus
Session 2022-2023**

(Semester - I)

Paper No.	Nomenclature of the Paper	Course Code	No. of Hours per week	Theory	Internal	Total	Time (end sem. exam)
1.	Business Economics	HCEF101	3	70	30	100	3Hr s.
2.	Indian Banking	HCEF102	3	70	30	100	3Hr s.
3.	Elements of Financial Management	HCEF103	3	70	30	100	3Hr s.
4	Business Budgeting	HCEF104	3	70	30	100	3Hr s.

(Semester - II)

Paper No.	Nomenclature of the Paper	Course Code	No. of Hours per week	Theory	Internal	Total	Time (end sem. exam)
1.	Managerial Economics	HCEF201	3	70	30	100	3Hr s.
2.	Indian Financial System	HCEF202	3	70	30	100	3Hr s.
3.	Business Finance	HCEF203	3	70	30	100	3Hr s.
4	Capital Expenditure Decisions	HCEF204	3	70	30	100	3Hr s.

(Semester - III)

Paper No.	Nomenclature of the Paper	Course Code	No. of Hours per week	Theory	Internal	Total	Time (end sem. exam)
1.	Theory and Practice of Economic Administration	HCEF301	3	70	30	100	3Hr s.
2.	Macro Economic Theory	HCEF302	3	70	30	100	3Hr s.
3.	Project Planning And Production Decision	HCEF303	3	70	30	100	3Hr s.
4	Development Banking	HCEF304	3	70	30	100	3Hr s.

(Semester - IV)

Paper No.	Nomenclature of the Paper	Course Code	No. of Hours per week	Theory	Internal	Total	Time (end sem. exam)
1.	Public Enterprises In India	HCEF401	3	70	30	100	3Hrs.
2.	Monetary Economics	HCEF402	3	70	30	100	3Hrs.
3.	Project Management And Control	HCEF403	3	70	30	100	3Hrs.
4	Structure Of Financial Institutions	HCEF404	3	70	30	100	3Hrs.

(Semester - V)

Paper No.	Nomenclature of the Paper	Course Code	No. of Hours per week	Theory	Internal	Total	Time (endsem. exam)
1.	International Trade and Finance	HCEF501	3	70	30	100	3Hrs.
2.	Indian Economic Environment	HCEF502	3	70	30	100	3Hrs.
3.	Rural Development	HCEF503	3	70	30	100	3Hrs.
4.	Public Finance	HCEF504	3	70	30	100	3Hrs.

(Semester - VI)

Paper No.	Nomenclature of the Paper	Course Code	No. of Hours per week	Theory	Internal	Total	Time (end sem. exam)
1.	Foreign Exchange	HCEF601	3	70	30	100	3Hrs.
2.	Business Environment in India	HCEF602	3	70	30	100	3Hrs.
3.	Principles of Co-operation	HCEF603	3	70	30	100	3Hrs.
4.	Central Financial Administration/ Project Report	HCEF604/H CEF651	3	70	30	100	3Hrs.

Examination Question Paper Pattern for all semester Exams

Attempt all questions

I 10 Questions (very short answer questions)	10 * 1 Mark	- 10
II 5 Questions (short answer questions)	5 * 3 Marks	- 15
III 3 Questions (1 question from each unit with internal choice)	3 * 15 Marks	- 45

Total of End Sem. Exam	- 70
Internal Assessment	- 30
Maximum Marks	- 100
Minimum Marks	- 40

PROGRAMME NAME: B.COM. (Hons.) E.A.F.M

PROGRAMME OUTCOMES OF BACHELOR OF COMMERCE (HONOURS) B.COM. (HONS.) (PO'S):

- 1. Deep Understanding of Accounting Issues Related to Business**
- 2. Understanding of General Business Functions Impacting Organization**
- 3. Interpersonal and Communication Skills**
- 4. Understanding Ethical, Social Sustainable Business Issues**
- 5. Developing Entrepreneurship Acumen**
- 6. To make the students comprehend, the latest offerings and the day to day operations in Banking & Insurance**

**PROGRAMME SPECIFIC OUTCOME OF B.COM. (H): B.COM. (HONS.)
E.A.F.M**

After accomplishing B.Com. (H) E.A.F.M. degree, the students acquire the in-depth knowledge of the programme specific stream along with the following advantages:

- 1. It gives students theoretical and application-based knowledge in the banking and financial sector and analytical skills to work with various financial tools, such as regulatory agencies and global markets.**
- 2. Enables students to understand the primary functions of government like revenue, expenditure, debt and helps to analyze budget.**
- 3. Provides students with the tools to understand the underlying concepts and practical tradeoffs entailed in public finance policy alternatives.**
- 4. The student may crack the bank exams like Bank Provisionary Officer, Insurance Divisional or Regional Officer.**
- 5. Provides knowledge of long term investment decisions, planning and risk analysis due to which the students may start their own business or make project on new start ups.**
- 6. Students may prove themselves in different professional exams like C.A., C S, CMA, ICMA, Economic Administration, Policy Making, Export-Import handling etc.**
- 7. The students may become the Managers in various business firms.**
- 8. The students by preparation can turn into Managers, Accountants, Management Accountants, Cost Accountant, Bank Managers, Auditors, Teacher, Professor, Stock Agents, Government employees, Financial Advisors etc.**

S. S. JAIN SUBODH P.G. COLLEGE, JAIPUR
(*Autonomous*)

B.Com. (Honours) E.A.F.M.
Examination Scheme & Syllabus

Contents:

1. **Eligibility**
2. **Semester Structure**
3. **Scheme of Examination**
4. **Course Details**
5. **Course Outcomes**

10+2 with 50% from Rajasthan Board/ CBSE in Rajasthan State or 60% from CBSE or any other equivalent recognized Board from other State.

Semester Structure:

**The whole course has been divided into six semesters.
The details of the course with code, title and the credits assigned are as given below.**

S. S. Jain Subodh P.G. College
(Autonomous)

SYLLABUS

Bachelor of Commerce (Honours)
Economic Administration and Financial Management
B.Com. (H) EAFM Semester: I

Time: 3 hrs.

CIA 30
End Sem.Exam 70

Course Title: Business Economics

Paper: I

Objectives:

1. To develop a logical understanding of the role of business economics in the decision-making process and recognize the influence of economic variables on business operations, strategies, and outcomes.
2. To acquaint the students with concepts and techniques used in Micro & Macro Economic theory and to enable them to apply this knowledge in Business decision-making.

Syllabus:

UNIT-I

Introduction to business economics: Definition, Meaning, Nature and Scope. Difference between economics and business economics, Role of business economics in formulation of business policies. Significance of micro and macro economics in business decisions .

UNIT-II

Demand Analysis, Law of Demand, elasticity of demand and its measurement. Supply and Law of Supply, Elasticity of supply.

Utility: Cardinal and Ordinal approaches (elementary) Consumer's Surplus.

Consumer's Equilibrium.

UNIT-III

Production function.

Law of variable proportions, returns to scale, producer's equilibrium.

Theories of Firm: Baumol's model of Sales revenue maximization, Marris theory of managerial enterprise and Williamson's theory of managerial discretion.

Suggested Readings:

- **D.M. Mithani: Fundamentals of business and managerial economics, Himalaya Publishing House.**
- **Mote and Paul and Gupta: Managerial Economics, TATA McGraw Hill, New Delhi.**
- **Ahuja, H.L.: Managerial Economics, S. Chand & Company Ltd., New Delhi.**
- **B.P. Gupta: Vyavsayik Arthashastra (Hindi), Malik and Company, Jaipur.**
- **Agarwal and Agarwal: Vyavsayik Arthshastra, (Hindi) Ramesh Book Depot., Jaipur.**
- **M. D. Agarwal and Som Deo: Business Economics, Ramesh Book Depot, Jaipur.**
- **Dwivedi D. N., Managerial Economics, Vikas Publications, Delhi.**
- **N. D. Mathur : Business Economics**
- **Saraswat-Lodha : Business Economics**
- **Sloman : Economics for Business**
- **बी.पी. गुप्ता : व्यावसायिक अर्थशास्त्र**
- **अग्रवाल, सोमदेव : व्यावसायिक अर्थशास्त्र**
- **माथुर, गुप्ता, एवं आभा मोहन : व्यावसायिक अर्थशास्त्र**

Learning Outcome of the Course:

- 1. Graduate students will develop a solid understanding of how micro economic analysis can inform and enhance decision-making in the context of business operations, strategy, and planning.**
 - 2. Business economic course would enhance logical and practical thinking process among the students, including the ability to understand economic policies and theories in reference to persisting problems and help them to make intelligent decisions.**
-

Bachelor of Commerce (Honours)
Economic Administration and Financial Management
Semester: I

Time: 3 hrs.

CIA30
End Sem.Exam 70

Course Title: Banking

Paper: II

Objectives:

- To provide the basic knowledge of Indian Banking system and banking institutions to make the student aware about banking services and facilities in India.
- The objective of this course is to provide an overview of the organisational structure, functions, and importance of the banking system in India.

Syllabus:

UNIT-I

Banking: definition and functions, methods of credit creation, commercial banking in India, Asset and liability management of commercial banks.

UNIT-II

A Study of RBI, Monetary policy, A Study of NABARAD and RRB, Recent trends in Indian Banking (E- banking, Innovative banking), Concept of demonetization.

UNIT-III

Salient features of Banking Regulation Act, Relationship between banker and customer, Negotiable instruments, Cheques, bills of exchange and promissory notes.

Suggested Readings:

- **Vasant Desai: Indian Banking Nature and Problems, Himalaya Publishing House, Delhi.**
- **Natarajan S, Parameshwaran R: "Indian Banking", S. Chand & Company Ltd., New Delhi.**
- **Averbach, Robert D; Money, Banking and Financial Markets Macmillan, London.**
- **Varshney, P.N.: Indian Financial System, Sultan Chand & Sons, New Delhi.**
- **Khan, M.Y.: Indian Financial System, Tata McGraw Hill, Delhi.**
- **Bhole L.M.: Financial Markets and Institutions, Tata McGraw Hill, Delhi.**
- **J.K. Tandon and T.N. Mathur – Banking And Finance, Shivam Book House (P) Ltd., Jaipur (Hindi and English Version)**
- **Vashitha, Swami, Gupta: Banking and Finance, Ramesh Book Depot, Jaipur.**
- **Kansal,Chaudhary,Rathore: Banking & Finance**

- **Gupta, Swami : Banking & Finance**
- **Khanna, Tiwari, & Jain : Banking & Finance**
- **Suresh : Management of Banking & Financial Services**
- कंसल चौधरी: बैंकिंग एवं वित्त
- टंडन, माथुर : बैंकिंग एवं वित्त
- गुप्ता, स्वामी एवं वशिष्ठ : बैंकिंग एवं वित्त
- खन्ना, तिवारी एवं जैन : बैंकिंग एवं वित्त
- दीपक अग्रवाल : मुद्रा, बैंकिंग, लोक वित्त एवं अन्तरराष्ट्रीय व्यापार

Learning Outcome of the Course:

- **Students can gain a holistic understanding of the Indian banking system, its functioning, and its role in driving economic growth and financial inclusion in the country.**
 - **Students will gain an understanding of the recent developments in the Indian financial sector and the challenges faced by the sector such as NPAs and cyber frauds.**
-

Bachelor of Commerce (Honours)
Economic Administration and Financial Management
Semester: II

CIA30

End Sem.Exam 70

Time: 3 hrs.

Course Title: Elements of Financial Management
Paper III

Objectives:

- To provide the knowledge to understand the financial manager's objectives and its significance.
- To make students evaluate the resource utilization in the most efficient way possible.

UNIT-I

Meaning, significance and objectives of Financial Management. Modern and Traditional Approach of Financial Management. Financial Planning and Forecasting.

UNIT-II

Ratio analysis, Liquidity, Activity, Profitability and Leverage Ratios.
Management of Inventory and Receivables.
Management of Cash and Marketable Securities.

UNIT-III

Fund flow Statement: changes in Working Capital, Sources and Uses of funds. Capital Structure. Break-even Analysis.

Reference Books

1. Agarwal, Agarwal : Financial Management
2. M.R. Agarwal : Financial Management
3. Ravi M. Kishore : Financial Management
4. Prasannchandra : Financial Management
5. R.P. Rustagi : Financial Management
6. Khan, Jain : Financial Management
7. I.M. Pandey : Financial Management

Learning Outcome of the Course:

- **Helps in achieving efficiency by reducing costs, maintaining a high level of output, reducing time lags between inputs and outputs, and ensuring the financial manager's objectives are met.**
 - **One of the important outcomes of financial management is to aim at monitoring the liquidity within the company.**
-

Bachelor of Commerce (Honours)
Economic Administration and Financial Management
Semester: I

CIA30

Time: 3 hrs.

End Sem.Exam 70

Paper-IV: Business Budgeting

Objectives:

- **To learn the process of fund allocation to various activities, in such companies the students may find the job profile of Budget Manager or Budget Advisor.**
- **The students may get an in depth knowledge of the Budget formulation and implementation procedure of the nation.**

UNIT-I

Business Budgets and Budgeting: meaning, nature, objectives, advantages and limitations of budgets and budgeting, budget terminology, preparation of budget, budget co-ordination, essentials of an effective budgeting. Business Budgets, Surplus budgets, Deficit Budgets and its limitations in Public/Private sector Institutions, Types of Budgets: fixed and flexible budget, finance budgets, master budget sales budget, production budget, cost of production budget- direct material budget, direct labour budget and overhead budget.

Zero Base Budgeting.

UNIT-II

Business forecasting: meaning, theories, importance and limitations of business forecasting. Techniques and tools of business forecasting. Essentials of business forecasting.

Performance Budgeting: The concept, Evolution and its applicability to Government and business with special reference to India. Steps in the preparation of Performance Budgets, follow-up, Evaluation (including Concurrent Evaluation) and Monitoring: Information management success and limitations of performance budgeting in India with special focus on Banks, Financial Institutions and Public Enterprises, budgeting

control. Budgetary control: meaning, characteristics, objectives and benefits of budgetary control.

Budgetary Control v/s standard costing. Sales variance, material variance, labour variance.

UNIT-III

Cash budgeting: meaning, importance, and forms of cash budget, preparation of cash budget. Budgeting and

Management Reports: Financial Forecasting and Investment Decisions,

Cost of Capital.

Reference Books

1. Agarwal, Vijay, Surolia : Business Budgeting
2. M.R. Agarwal : Business Budgeting

Learning Outcome of the Course:

- **Students become capable of formulation and preparation of Budgets.**
- **The efficiency of controlling the production costs and managing the expenditures and revenues is acquired by the aspirants.**

Bachelor of Commerce (Honours)
Economic Administration and Financial Management
Semester: II

Time: 3 hrs.

CIA30
End Sem.Exam 70

Course Title: Managerial Economics

Paper: I

Objectives:

- **Develop the capability to assist in making decisions on the various areas that affect business. It can include risk management, manufacturing, pricing, and investment.**
- **Enable students to implement devices that measure the broad scale of a company's financial goals.**

Syllabus:

UNIT-I

Nature and Scope of Managerial Economics.

Major concepts of costs, Revenue Analysis

Price and output determination under different market structures, Perfect competition, Monopoly,

Discriminating Monopoly, Imperfect competition, Oligopoly.

UNIT-II

Marginal productivity theory of distribution.

Pricing of Multiple Products.

Factor pricing: Determination of Rent, Wages, Interest, Profit.

UNIT-III

National Income analysis: Concepts and Measurement, national income and economic welfare, Green national Income.

Business cycles- theories and phases. Measures to check business cycles.

Suggested Readings:

- **Agarwal : Managerial Economics**
- **Petersen, Jain : Managerial Economics**
- **Varshney, Maheshwari : Managerial Economics**
- **Saraswat, Lodha : Business Economics**

- **Agarwal Somdeo : Business Economics**
- **N.D. Mathur : Business Economics**
- **H.L. Ahuja : Managerial Economics**
- बी.पी. गुप्ता : व्यावसायिक अर्थशास्त्र
- अग्रवाल, सोमदवे : व्यावसायिक अर्थशास्त्र
- टी.टी. सेठी : मक्रो अर्थशास्त्र
- सिंह, शर्मा, चौधरी : प्रबन्धकीय अर्थशास्त्र

Learning Outcome of the Course

- **The students will develop a solid understanding of how economic analysis can inform and enhance decision-making in the context of business operations, strategy, and planning.**
- **Managerial economic course would enhance logical and practical thinking process among the students, including the ability to understand economic policies and theories in reference to persisting problems and help them to make intelligent decisions.**

Bachelor of Commerce (Honours)
Economic Administration and Financial Management
Semester: II

Time: 3 hrs.

CIA30
End Sem.Exam 70

Course Title: Indian Financial System

Paper: II

Objectives:

- To disseminate the knowledge of practical working of banks.
- To comprehend IFS's vital role in the nation's growth and development, domestically and internationally. It influences the nation's citizen and non-citizen stakeholders.

Syllabus:

UNIT-I

Public Finance -definition, meaning, scope, importance, nature, Public expenditure, Canons of Public expenditure, Canons of taxation, Centre state finance financial relations.

UNIT-II

Fiscal policy

Financial system: functions, major issues in Indian Financial system.

Financial sector reforms in India.

UNIT-III

Financial Market: money market, capital market, foreign exchange market.

Financial Instruments: treasury bills, certificate of deposits, commercial papers, currency option, credit card.

Suggested Readings

- Gupta, Swami : Indian Banking & Finance System in India
- Khanna, Tiwar, Jain : Banking & Finance
- R.C. Agarwal : Public Finance
- S.K. Singh : Public Finance, Theory & Practice

- **Varshney, D.K. Mittal : Indian Financial System**
- गुप्ता, स्वामी वशिष्ठ : भारतीय बैंकिंग एवं वित्त व्यवस्था
- खन्ना, तिवारी, जैन : बैंकिंग एवं वित्त
- जाट, तिवाड़ी, कन्सल : बैंकिंग एवं वित्त
- टण्डन, माथुर : बैंकिंग एवं वित्त
- जे.सी. पन्त : राजस्व
- जाट, तिवाड़ी, कन्सल : भारतीय बैंकिंग एवं वित्त व्यवस्था

Learning Outcome of the Course:

- **Students will gain a comprehensive understanding of India's financial system, enabling them to navigate the complexities of the financial landscape and contribute effectively to the country's economic growth and development.**
 - **The students can pursue opportunities in various government departments and ministries related to finance, budgeting, and economic policy-making.**
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Bachelor of Commerce (Honours)
Economic Administration and Financial Management
Semester: II

Time: 3 hrs.

CIA30
End Sem.Exam 70

Course Title: Business Finance

Paper: III

Objectives:

- **It enhances the ability to identify ethical dilemmas within the finance setting;**
- **Help students to develop an appreciation for socially responsible actions with respect to financial decisions.**

Syllabus:

UNIT-I

Financial Analysis: Meaning, Objectives, Importance and Limitations.

Financial planning and Forecasting.

Capital expenditure and Investment ranking techniques, Practical application of Payback.

Capital expenditure and Investment ranking techniques, Practical application of Payback.

Average Rate of Return and Discounted cash flow (Time-adjusted) Techniques, Present value, Net present value, Profitability index, Cost-Benefit analysis, Relation between Internal Rate of return and Terminal value method.

UNIT-II

Cash Flow Statement: Operating, Investing and Financing Activities.(AS-3 Method)

Management of Receivables and Cash. and inventory management.

UNIT-III

Cost of Capital and its Computation.

Dividend policies.

Sources of Finance: Short Term, Medium Term and Long Term.

Suggested Readings:

- **Agarwal, Agarwal : Financial Management**
- **M.R. Agarwal : Financial Management**
- **Ravi M. Kishore : Financial Management**
- **Prasannchandra : Financial Management**
- **R.P. Rustagi : Financial Management**
- **Khan, Jain : Financial Management**
- **I.M. Pandey : Financial Management**
- अग्रवाल, अग्रवाल : वित्तीय प्रबन्ध
- एम.आर. अग्रवाल : वित्तीय प्रबन्ध

Learning Outcome of the Course:

- **Help the students to present, discuss, and defend financial decisions by using appropriate terminology.**
 - **To prepare finance professionals through the development of interpersonal and teamwork skills.**
-

Bachelor of Commerce (Honours)
Economic Administration and Financial Management
Semester: II

CIA30

Time: 3 hrs.

End Sem.Exam 70

Course Title: Capital Expenditure Decisions

Paper: IV

Objectives:

- **To help students in selecting the most profitable investment opportunity.**
- **To enable them to compare the various return options on investments.**

Syllabus:

UNIT-I

Capital expenditure planning phases, Qualitative factors and judgment, Strategic aspects of Investment decisions. Production decisions: Utilization of full production capacity. Starting a new product in place of old. Determination of product mix on the basis of key factor.

UNIT-II

Capital expenditure and Investment ranking techniques, Practical application of Payback. Average Rate of Return and Discounted cash flow (Time-adjusted) Techniques, Present value, Net present value, Profitability index, Cost-Benefit Analysis, Relation between Internal Rate of return and Terminal value method, Capital budgeting under uncertainty: Inflation, Deflation and Indexation visa-vis capital budgeting.

UNIT-III

Investment Decisions: Investment timing and duration, Replacement of an existing asset, Investment decisions under Inflation, Investment decisions under capital Rationing. Risk analysis in Capital budgeting: Nature of risk, conventional techniques to handle risk, Sensitivity analysis, Statistical techniques to handle risk, Decision trees for sequential investment decisions.

Suggested Readings:

- **Agarwal, Vijay, Surolia : Business Budgeting**
- **M.R. Agarwal : Business Budgeting**
- **अग्रवाल, विजय, सुरोलिया : व्यावसायिक बजटन**
- **एम.आर. अग्रवाल : व्यावसायिक बजटन**

Learning Outcome of the Course:

- **Enables the students to take intelligent investment decisions and ensure their long-term success.**
 - **Supports in identifying the involved risks and uncertainties and thus helping in providing the remedial measures.**
-

Bachelor of Commerce (Honours)
Economic Administration and Financial Management
Semester: III

CIA30

Time: 3 hrs.

End Sem.Exam 70

Course Title: Theory and Practice of Economic Administration

Paper: I

Objectives:

- **To make the students aware about the concept of Economic Administration, its nature, planning, organisation and machinery for its formulation and implementation.**
- **To provide a comprehensive understanding of the financial budget preparation process.**

Syllabus:

UNIT-I

The Concept of Economic Administration: Nature, Scope, Objectives and Techniques of Economic Administration and Constitutional provisions in India.

Planning, Organization and Administration: Machinery for the Formulation, Implementation, Supervision, Co-ordination and National Institution for Transforming India (NITI AAYOG): Organization and Administration.

UNIT-II

Economic Policies and Planning: meaning, objectives, Instruments and dimensions of Economic policy.

**Administration of present Economic policies, Recent trends in Economic Planning
Economic Disparities in India. Instruments of state regulation of economic Administration.**

UNIT-III

The Concept of Financial Administration and Budget Administration: Scope, Process, Importance and principles of Financial and Budget Administration. Efficiency in Financial Administration.

Centre, State and local Finances: their suggestions and recommendations for reforms.

Suggested Readings:

- **R.C. Agarwal : Economics of Development and Planning**
- **B.L. Mathur: Economic Policy and Administration**
- **B.P.Gupta: Economic Planning.**
- **मिश्र, पुरी : भारतीय अर्थव्यवस्था**

- ए.एन. अग्रवाल : भारतीय अर्थव्यवस्था
- रूद्र दत्त, सुन्दरम : भारतीय अर्थव्यवस्था
- ए.पी. सिंह : आर्थिक विकास एवं नियोजन
- बी.एल. माथुर : आर्थिक नीति एवं प्रशासन
- पी.एन. गौतम : वित्त प्रशासन

Learning Outcomes of Course:

- **Students get an overview of Economic and Financial administrative machinery of the Nation.**
- **An insight of NITI Aayog and recent trends in Economic Administration of India has been displayed.**

Bachelor of Commerce (Honours)
Economic Administration and Financial Management
Semester: III

Time: 3 hrs.

CIA30
End Sem.Exam 70

Course Title: Macro Economic Theory

Paper: II

Objectives:

- To disseminate the knowledge about the working of the macro economics and various propounded theories.
- To make a clear view of generation of business cycles and their impact on the economy and the methods with the help of which these can be curbed.

Syllabus:

UNIT-I

Macro Economics- Meaning, Definition, Nature, Scope, Importance and Limitations and Types of Macro Economics-Macro Static, Macro Dynamic and Comparative Static, Concept of circular flow of Income.

UNIT-II

Classical Theory of Employment- A study of complete classical model, Say's Law, Criticism of classical theory.

Keynesian theory of Employment and Output- Aggregate Supply, Aggregate Demand, Effective Demand, Comparison between Classical and Keynesian contribution.

UNIT-III

Concept of Multiplier and Accelerator – Working of Multiplier, Assumptions of Multiplier, Leakages of Multiplier, Significance and Limitation of Multiplier.

Inflation – Introduction, Meaning, Inflationary Gap, Effects and Control of Inflation.

Business Cycles – Meaning and Nature, Phases of Business Cycle – Recovery, Prosperity, Recession, Depression and Trough.

Suggested Readings:

- Macro Economic analysis - Edward Shapiro, Galgotia Publication, Delhi
- Macro Economic theory - M.L. Seth, Laxmi Narayan Agarwal, Agra
- Macro economic Theory – M.C. Vaish, WishwaPrakashan, New Delhi
- Macro Economic Theory, H.L.Ahuja, S.Chand & Sons Publication, Delhi
- Dipsey R.G and Cheystal, Principles of Economy, Oxford University Press
- Macro Economics: N.D. Mathur & Meenakshi Anand

Learning Outcomes of Course:

- **The students get in depth knowledge about various kind of theories propounded on working of macro economy.**
- **They learn how to minimize the consequences of Business Cycles as an administrative body, producer and as a consumer.**

Bachelor of Commerce (Honours)
Economic Administration and Financial Management
Semester: III

Time: 3 hrs.

CIA30
End Sem.Exam 70

Course Title: Project Planning and Control

Paper: III

Objectives:

- **To identify the risks associated with each work package. To determine the overall risk exposure and the contribution of individual risks.**
- **To prioritise risks for further management.**
- **To develop cost-effective risk management actions (responses) and incorporate them into the plan.**

Syllabus:

UNIT-I

Project Planning- planning fundamentals, project master plan, importance and techniques of project planning. essentials of good project planning. project life cycle, project contracting.

Project Management: Definition, function, evolution of Project Management, Traditional Management v/s Project Management.

Defining Project its objectives, Identification, formulation and Classification.

UNIT-II

Production and production decisions: meaning of product, product decision areas: use of alternative production facilities, determination of the profitable level of production, utilization of full production capacity, starting a new product in place of old, determination of product mix on the basis of key factor.

Analysis of risk and uncertainty introduction, description of basic risk concept, risk evaluation approaches: risk adjusted discount rate, certainty equivalent approach, and probability approach, standard deviation, co-efficient of variance, sensitivity analysis and decision tree analysis.

Value analysis: meaning and value analysis, objectives of value.

UNIT-III

Project control: information monitoring, internal & external project control, control process and issues in project control.

Network techniques for projects: developments of project network, time estimation, determination of the critical path, scheduling when resources are limited, PERT, CPM Model, control of In-Progress Project.

Suggested Readings :

- **Prassanchandra : Project Planning, Analysis Selection, Financing Implementation and Review**
- **M.R. Agarwal : Project Planning**
- **Agarwal, Mishra : Project Planning**
- **Vasant Desai : Project Planning**
- **M. Mishra : Project Planning & Control**
- **R.L. Pitale : Project Appraisal Techniques**

Learning Outcome of the Course:

- **To prioritise risks for further management.**
 - **To develop cost-effective risk management actions (responses) and incorporate them into the plan.**
-

Bachelor of Commerce (Honours)
Economic Administration and Financial Management
Semester: III

CIA30

Time: 3 hrs.

End Sem.Exam 70

Course Title: Development Banking

Paper-IV

Objectives:

- To make students understand the concept of development banks and their role in economic development
- Evaluate the effectiveness of development policies and programs in achieving their intended objectives.

UNIT I

Concept Of development banking, Objectives and functions of development banks Sources and uses of funds in development banks.

UNIT II

Development banking in India retrospect and prospect, procedure and documentation of their lending operation

UNIT III

Promotional role of development banks problems of development banks in India. Development v/s investment banks

Reference Books:

1. Villiam diamond : Development Banks
2. Shirley Boskey : Problems and practice of development banks
3. Basu , S.K.: Theory and practice of development banks

Learning Outcomes:

- Interpret data and information related to development finance to gain insights into its underlying principles
- Generate innovative solutions to address emerging challenges in development finance.

Bachelor of Commerce (Honours)
Economic Administration and Financial Management
Semester: IV

CIA30

Time: 3 hrs.

End Sem.Exam 70

Course Title: Public Enterprises in India

Paper: I

Objectives

- **To make the students understand the rationale behind the establishment of public enterprises in India**
- **To enable the students to analyze the role of public enterprises in specific sectors like energy, transportation, or banking in India.**

UNIT- I

The Concept, Definitions, Characteristics, Role of Public Sector in Economic Development. Evaluation of Public Enterprises in India. Various problems- Financial-Technical-Marketing. Governing Board, Governing Company, Governing policy regarding Composition of Board. Delegation and Decentralization of Authority.

UNIT- II

Privatization and Disinvestment- meaning, need and obstacles to privatization in India. The concept, criteria of efficiency for public Enterprises. Public Control: Parliamentary control, Ministerial control, Audit Control.

UNIT-III

Autonomy and Accountability of Public Enterprises. Autonomy of PEs in India-Efforts made for granting more autonomy. Accountability of Public Enterprises. Accountability and Control- Rationale of Accountability. Need for balancing Autonomy and Accountability. Parliament and Public Accountability: The role of Estimates Committee- Functions, constitutions and membership. Economic Control. Types of Controls Applicable in a Planned Economy.

Reference Books

1. R.C. Agarwal : Economics of Development and Planning
2. B.L. Mathur: Economic Policy and Administration
3. B.P. Gupta: Economic Planning.

Learning Outcomes:

- **Students can propose solutions to improve the efficiency and effectiveness of public enterprises in India.**
- **Students can critically assess the government's policies regarding public enterprises**

Bachelor of Commerce (Honours)
Economic Administration and Financial Management
Semester: IV

Time: 3 hrs.

CIA30
End Sem.Exam 70

Course Title: Monetary Economics
Paper: II

Objectives:

- Helps to understand how an economy functions efficiently how monetary policy can help the economy adjust from one equilibrium state to another.
- Helpful in understanding of monetary policy formulation and execution.

Syllabus:

UNIT-I

Money: Meaning, Types, Functions, Importance and Evils of Money, Money and Near Money-comparison.

Monetary Standard: Meaning and types, Importance of Monetary standard. Principle and Methods of Issuing Notes in India.

UNIT-II

Demand and Supply of Money- Factors affecting demand and supply of money. Supply of Money-Narrow Money and Broad Money, Velocity and Value of Money.

Theories of Money- Quantity, Cambridge and Keynesian.

UNIT-III

Monetary Policy- Concept and instruments of Monetary policy. Current Monetary policy review.

Concept of Demonetisation.

Suggested Readings:

- M.L.Seth, Monetary Economics- Educational Publishers, Agra
- T.N.Hajela, Monetary Economics.,Konark Publishers Pvt. Ltd, Delhi
- M.L.Jhingan, Money, Banking and International Trade,Vrinda Publication, Delhi
- S.B.Gupta, Monetary Economics.,S.Chand & Co, New Delhi
- Mithani.D.M, Money,Banking,International Trade and Public Finance., HimalayanPublication, New Delhi
- डॉ वी सी सिन्हा: मौद्रिक अर्थशास्त्र, एस बी पी डी पब्लिकेशंस, आगरा

Learning Outcomes of the Course:

- The students acquire the theoretical and applied understanding of monetary economics.
 - The students acquire the knowledge about the significance and working of monetary policy.
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Bachelor of Commerce (Honours)
Economic Administration and Financial Management
Semester: IV

Time: 3 hrs.

CIA30
End Sem.Exam 70

Course Title: Project Management and Control

Paper: III

Objectives:

- Recall the core project management processes (initiating, planning, executing, monitoring & controlling, closing)
- Explain the purpose and importance of project control techniques like Earned Value Management

UNIT-I

Project management: Definition, function, evolution of Project Management, traditional management v/s project management. Capital Investments: Importance and Difficulties, Types of Capital Investments, Phases of Capital Investments. Project Organization: Structure and responsibilities, responsibility matrix. The project management system, methodologies & System development cycle: system approach, system analysis, system development, the phases of system development life cycle.

UNIT II

Project cost estimation and budgeting. Shadow Pricing- concept, need for shadow pricing, Uses of shadow prices in planned economy. Limitations of Shadow Pricing. Cost of capital: computation of cost of debt, fund, preference share capital, equity share capital, retained earnings and weighted average cost of capital.

UNIT-III

Project control: Information monitoring, internal & external project control, cost accounting systems for project control, control process, performance analysis, variance limits, and issues in project control. Project Management Information System: Computer based tools, features of PMIS, using project management software (MS Projects). Project Evaluation, Reporting & Termination: Project reviews & reporting, closing the contract.

Reference Books

1. Prassanchandra : Project Planning, Analysis Selection, Financing Implementation and Review
2. M.R. Agarwal : Project Planning
3. Agarwal, Mishra : Project Planning
4. Vasant Desai : Project Planning
5. M. Mishra : Project Planning & Control
6. R.L. Pitale : Project Appraisal Techniques

Learning Outcomes:

- Students can identify potential project risks and develop mitigation strategies.
- Students can design a project control plan that monitors progress, identifies deviations, and proposes corrective actions.

Bachelor of Commerce (Honours)
Economic Administration and Financial Management
Semester: IV

Time: 3 hrs.

CIA30
End Sem.Exam 70

Course Title: Structure of Financial Institutions.

Paper: IV

Objectives:

- To provide an overview of Indian financial institutions and their regulatory authorities.
- To disseminate the organizational and working knowledge of various International institutions like World Bank, Asian Development bank, IBRD etc. along with their functions and significance.

Syllabus:

UNIT I

Concept of financial institution, types of financial institution, regulatory institution financial intermediaries, non financial intermediaries others.

UNIT II

Institutional structure – Indian financial institution ,Development banks – IFCI , ICICI, SFCs , IDBI ;Investment institution – UTI and other mutual funds , Insurance organization – LIC, GIC

UNIT III

International financial institution: organization, management, and working of international financial institution – IMF, IBRD, IDB, ADB.

Suggested Readings:

- Gupta , L.C.: Changing structure of Industrial Finance in India
- Vasant Desai: Development Banking in India
- B.K. Choudary : Finance of Foreign Trade and Foreign Exchange
- M.C. Vaish : International Economics
- बरला अग्रवाल : अन्तर्राष्ट्रीय अर्थशास्त्र

Learning Outcomes of the Course:

- The students become familiar with the organizational set up of various national and international financial institutions.
- This course inculcates the aptitude of managing or working in a financial institution of national /international repute.

Bachelor of Commerce (Honours)
Bachelor of Commerce (Honours)
Economic Administration and Financial Management
Semester: V

Time: 3 hrs.

CIA30
End Sem.Exam 70

Course Title: International Trade and Finance

Paper: I

Objectives:

- To make students learn about the objectives of trade and gain the knowledge of profits by selling, services and collecting the maximum revenue. Also learn about the companies need and policies that provide support in export processes.
- To enable the students to analyze the current scenario to international markets, consumer base of a company's products or services.

Syllabus:

UNIT – I

Preliminary Introduction to International Trade Theories, (Comparative Cost Theory and Modern Theory), Terms of Trade: Balance of Trade V/s Balance of payments, Causes of disequilibrium and their remedial measures. Dumping.

UNIT – II

Bretton woods Institutions: IBRD and its affiliates, IMF, WTO.

UNIT – III

Documentary Credit (L.Cs.), Euro and Euro-Currency Market : Extent, Significance and Operation, Free Trade Zones.

Suggested Readings:

- **S.K. Mathur : International Trade & Finance**
- **Rakesh Mohan Joshi : International Business**
- **R. Sharma : International Economics**
- टी.एन. माथुर, ममता जैन : अन्तर्राष्ट्रीय बैंकिंग
- एच.एस. अग्रवाल, सी.एस. बरला : अन्तर्राष्ट्रीय अर्थशास्त्र
- जे.के. टण्डन : अन्तर्राष्ट्रीय व्यापार एवं वित्त

Learning Outcome of the Course:

- **Develop comprehensive understanding of theories of International Trade and Finance and their applications.**
- **Thoroughly comprehend concepts and theories related to International Trade and Finance.**

Bachelor of Commerce (Honours)
Economic Administration and Financial Management
Semester: V

CIA30

End Sem.Exam 70

Time: 3 hrs.

Course Title: Indian Economic Environment

Paper: II

Objectives:

- Explain the role of government policies (fiscal, monetary) in influencing the Indian economy
- Recall key features of the Indian economy like agricultural, industrial, service sectors

Syllabus:

UNIT-I

Economic Environment: Meaning, factors affecting Economic Environment, Basic features and problems of Indian Economy, Agriculture Policy, Industrial Policy, EXIM Policy .

UNIT-II

History of Indian Economic Planning, National Institution for Transforming India, Significance of agriculture in Indian Economy.

UNIT-III

Industrial growth in India and prospects, Role of small scale industries.

Globalization, liberalization, privatization, Impact of LPG on Indian Economy.

Suggested Readings:

- Gupta, Swami, Vashistha : Economic Environment in India
- N.D. Mathur : Economic Environment in India
- Francis Cherunilam : Business Environment
- Shaikh : Business Environment
- गुप्ता, स्वामी वशिष्ठ : भारत में आर्थिक पर्यावरण
- जाट, भिण्डा, वशिष्ठ, : भारत में आर्थिक पर्यावरण
- एम.पी. सिंह : आर्थिक विकास एवं नियोजन

Learning Outcome of the Course:

- Develop comprehensive understanding of theories of economic environment and their application.
- Students can propose solutions to address current economic challenges faced by India.

Bachelor of Commerce (Honours)
Economic Administration and Financial Management
Semester: V

CIA30

End Sem.Exam 70

Time: 3 hrs.

Course Title: Rural Development

Paper: III

Objectives:

- Making the students capable of contributing in plan formation for improving the quality of life of the rural population.
- To understand the problems of rural people.

UNIT-I

Concept and Significance of Rural Development.Strategy of Rural Development : Current issues.

UNIT-II

Rural Development Administration : Rural Development Agencies.

Village level, Block level and District level Administration for Rural Development. District Rural Development Agencies.

Constitutional Provisions regarding Panchayati Raj. 73rd Constitution Amendment. Salient Features of Rajasthan Panchayati Raj Act. 1994.

UNIT-III

Rural Infrastructure Development : Rural Roads, Rural Markets, Electrification, Water Supply, Education and health.

Modernisation and commercialisation of Agriculture, Agriculture Price Policy role of Agricultural Costs and Price Commission in agricultural development.

Rural Development programmes : MGRGA, Tribal Welfare, , Nature and forest conservation, Woman and child development. Main features and achievement of these schemes.

Reference Books:

1. Gupta, Swami : Rural Development & Co-operation
2. C.M. Choudhary : Rural Development & Co-operation
3. Rudder Dutt Sundaram : Indian Economy
4. T.N. Hazela : Principles, Problems, Practice of Co-operation
5. Agarwal, Mathur, Gupta : Co-operative Thought & Rural Development
6. Kunsal : Co-operative in India & Abroad
7. सी.एम. चौधरी : ग्रामीण विकास एवं सहकारिता
8. गुप्ता स्वामी : ग्रामीण विकास एवं सहकारिता

Learning Outcome of the Course:

- To make the students learn the ways for Reduction of unemployment.
- To suggest the remedies for the problems of the Rural people.

Bachelor of Commerce (Honours)
Economic Administration and Financial Management
Semester: V

CIA30

End Sem.Exam 70

Time: 3 hrs.

Course Title: Public Finance

Paper: IV

Objectives:

- **To make the students aware of various taxation methods.**
- **To discover the most effective way to allocate resources to accomplish government objectives.**

Syllabus:

UNIT-I

Public Finance -definition, meaning, scope, importance, nature, Difference between public and private finance, Components of Public Finance.

UNIT-II

Public expenditure, Canons of Public expenditure its Effects on production, major trends of Publicexpenditure, the Principal of maximum social advantage

UNIT-III

Taxation, Canons of Taxation, Effect of Taxation and social justice, Sources of revenue, Recent trends in Indirect taxation with reference to GST regime.

Suggested Readings:

- **Gupta, Swami : Banking & Finance**
- **Khanna, Tiwar, Jain : Banking & Finance**
- **R.C. Agarwal : Pubic Finance**
- **S.K. Singh : Public Finance, Theory & Practice**
- गुप्ता, स्वामी वशिष्ठ : बैंकिंग एवं वित्त
- खन्ना, तिवारी, जैन : बैंकिंग एवं वित्त
- जाट, तिवाड़ी, कन्सल : बैंकिंग एवं वित्त
- टण्डन, माथुर : बैंकिंग एवं वित्त
- जे.सी. पन्त : राजस्व

Learning Outcomes of the Course:

- **It develops a comprehensive understanding of theories of public expenditure and their application.**
- **It thoroughly comprehend concepts and theories related to Public policy and rational conceptualization.**

Bachelor of Commerce (Honours)
Economic Administration and Financial Management
Semester: VI

CIA30

Time: 3 hrs.

End Sem.Exam 70

Course Title: Foreign Exchange
Paper: I

Objectives:

- To help students to understand the different types of exchange rate risks
- To gain the practical knowledge of FOREX and its theories.

Syllabus:

UNIT-I

The concept and importance of foreign exchange, Theories of Exchange rate Determination, ForeignExchange rate- spot and forward rates, Fixed V/s Floating Exchange Rates.

UNIT-II

Arithmetic of Foreign Exchange, Computation of Spot and forward Exchange Rates. Types of billbuying and selling rates, chain rates, exchanges rates. Foreign exchange Risk and Exposure.

UNIT-III

Foreign assistance to Indian Problems & Future prospectus in the Indian Economic Development,Export Import Bank of India (EXIM BANK), E.C.G.C., UNCTAD, W.T.O.

Suggested Readings:

- **S.K. Varghees : Finance of Foreign Trade and Foreign Exchange**
- **B.K. Choudary : Finance of Foreign Trade and Foreign Exchange**
- **M.C.Vaish: International Economics**
- **बरला अग्रवाल : अन्तर्राष्ट्रीय अर्थशास्त्र**
- **वैश्य और सिंहरू अन्तर्राष्ट्रीय अर्थशास्त्र**

Learning Outcomes of the Course:

- **Students will have a complete understanding of the forex market and the underlying macroeconomic fundamentals that drive the financial markets.**
- **Students will be able to propose effective trade ideas, through the application of rigorous market analysis and critical thinking.**

Bachelor of Commerce (Honours)
Economic Administration and Financial Management
Semester: VI

Time: 3 hrs.

CIA30
End Sem.Exam 70

Course Title: Business Environment in India

Paper: II

Objectives:

1. To develop an understanding for demographic and environmental factors affecting business.
2. To create awareness about various government policies, institutions and their role in business.

Syllabus:

Unit – I

Business Environment: Meaning, Nature, Significance, Factors affecting environment to Business, Internal and External Environment, Micro & Macro business environment.

Unit – II

Political Environment: Functions of the State, Economic Roles of the Government, Government and Legal Environment, The constitutional Environment, Rationale and Extent of State Intervention

Economic Environment: Basic Economic System, Nature of Economy, Structure of the Economy, Economic Policies and Economic Conditions.

Unit – III

Socio Cultural Environment: Nature and Impact of Culture on Business, Culture and Globalization, Social Responsibilities of Business, Business and Society, Social Audit

Technological Environment: Innovation, technology leadership and followership, sources of technology dynamics, Impact of Technology on Globalization, Transfer of Technology, Time lags in Technology Introduction.

Suggested Readings:

1. K. Aswathappa : Essentials of Business Environment, Himalaya Publishing House
2. Francis Cherunilam : Business Environment, Himalaya Publishing House

3. Sankaran, S. : Business Environment, Margham Publications
4. S.K. Mishra and V.K. Puri : Economic Environment of Business, HPH
5. Joshi, Rosy and Sangam: Business Environment, Kalyanai Publications
6. Fernando, A.C.: Business Environment, Pearson
7. Krishna Murali, V.: Business Environment; Spectrum Publications Gopal
8. Namitha, Business Environment, McGraw Hill

Learning Outcomes of the Course:

1. Students will develop the ability to understand impact of various environmental factors on business.
 2. Awareness regarding the social responsibility, understanding of industrial policies and a comprehensive view of economic planning in India
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Bachelor of Commerce (Honours)
Economic Administration and Financial Management
Semester: VI

Time: 3 hrs.

CIA30
End Sem.Exam 70

Course Title: Principles of Co-operation

Paper: III

Objectives:

- To enable the students to understand the basics of cooperation and development of cooperatives in India
- To provide the knowledge about the Rajasthan State co-operative organisations.

Syllabus:

UNIT-I

Concept of Co-operation, Principles of Co-operation, An evaluation of co-operative principles and modifications there in from time to time, Co-operation v/s Capitalism and Socialism.

UNIT-II

Origin of Co-operative movement, Brief history in India and Abroad, Co-operative movement in Rajasthan.

Co-operative Marketing, Consumers and Industrial Co-operatives.

UNIT-III

State and cooperation.

A study of Rajasthan State Co-operative Bank. (Apex Co-op. Bank) and RAJFED.

Suggested Readings:

1. **B.S. Mathur : Co-operation in india.**
2. **R.D. Bedi : Theory History and Practice of Co-operation.**
3. **F.R. Fay : co-operation at Home and Abroad.**
4. **B.S. Mathur: SAHKARITA**
5. **B.P. Gupta: SAHKARITA KE SIDDHANT ANVUM VYAVHAAR**
6. **B.P. Gupta: Rural Development and Co-Operation**
7. **V. Sharda : The Theory of Co-operation.**

Learning Outcomes of the Course:

- **Helps the students in identifying the practice of co-operative education and training as well as institutional arrangements made for cooperatives.**
 - **Helps the aspirants in recognizing the universally accepted principles of the co-operative enterprises with its historical background.**
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Bachelor of Commerce (Honours)
Economic Administration and Financial Management
Semester: VI

Time: 3 hrs.

CIA30
End Sem.Exam 70

Course Title: Central Financial Administration

Paper : IV

Objectives:

- Explain the purpose and importance of financial control mechanisms in a centralized system
- Identify the different sources of government revenue in a central financial system

UNIT-I

Theory of Central Finance, Centre-state Financial Relations, Finance Commission, Centre and state Finance
Financial Administration - Central and state. Budgets, Tax Evasion, Parallel Economy, Impact of
Demonetisation on tax evasions and parallel economy.

UNIT-II

Public Debt, Loan V/S Tax, Debt as a Source of Development Finance, Internal and External Debts
Deficit Financing

UNIT-III

Control of Monopolies with reference to Indian conditions. State
and Economic Control

Reference Books

1. Gupta, Swami : Banking & Finance
2. Khanna, Tiwar, Jain : Banking & Finance
3. R.C. Agarwal : Public Finance
4. S.K. Singh : Public Finance, Theory & Practice

Learning Outcomes:

- Students can assess the effectiveness of central financial administration in achieving fiscal discipline and stability
- Students can propose reforms to improve the efficiency and transparency of central financial administration

**Bachelor of Commerce
Economic Administration and Financial Management
Semester: VI**

Project Report Presentation & Viva

Paper code: HCEF651

**Project Report 45
Presentation & Viva 80**

Objective:

- **To explore the various functional areas and analyze how theoretical concepts taught are applied in real life situations**
- **To develop skills in report writing through data collection, data analysis, data extraction, and presentation**

***Project work/ Dissertation is considered as a special course involving application of knowledge in solving / analyzing /exploring a real-life situation / difficult problem.**