

## **M. Com**

### **Semester-1**

#### **Paper I**

##### **Introduction to Commerce – I**

- Meaning of commerce
- The scope of commerce
- The relationship between commerce and production
- Expansion of commerce
- Trade and commerce
- Project work in commerce
- Economic basis of commerce characteristics
- Banking

#### **Paper II**

##### **Teaching of Commerce –I**

- Teaching of commerce : Meaning and scope
- Teaching of commerce : Aims and objectives
- Teaching of commerce : meaning and importance of curriculum
- Teaching of commerce : methods of teaching
- Teaching of commerce : techniques of teaching
- Teaching of commerce : correlation with other subjects

#### **Paper III**

##### **Management Theory – I**

- Evolution of management theory
- Management philosophies
- Different approaches
- Management thought development

#### **Paper IV**

##### **Accounting Principles and Practice –I**

- Principles of accountings
- The role of accounting theory
- Scope of accounting
- The nature and uses of accounting
- Cash book and petty cash book

#### **Paper V**

##### **Human resource management – I**

- Introduction to human resource management
- HR Planning, Recruitment, Selection, Placement and induction.
- Personnel development programme
- Job compensation

## Semester-2

### **Paper I Introduction to Commerce -II**

- Money and banking
- Insurance
- Accounting aspects of commerce
- Business organization
- Sole proprietorship
- Partnership
- Joint stock company
- Characteristics of a corporation organisation

### **Paper II**

#### **1. Teaching of Commerce –II**

- Teaching of commerce : classroom teaching aids
- Teaching of commerce : Modern and effective teacher
- Teaching of commerce : text-book as learning material
- Teaching of commerce : commerce room
- Teaching of commerce : evaluation approach
- Teaching of commerce : lesson planning

### **Paper III Management theory –II**

- Overview of management systems
- Values, ethics and management
- Nature and importance of management

### **Paper IV Accounting Principles and Practice -II**

- Single-entry accounting or incomplete records
- Fundamentals of double- entry
- Bank accounts
- Financial statements  
(Profit and loss account and balance sheet)
- The balance sheet

### **Paper V Human resource management -II**

- Promotions, Demotions, Transfers, Separation, Absenteeism and turnover.
- Quality of work life
- Counseling for Effective HR development

- Human relations

### **Semester 3**

#### **Paper I Money and Banking –I**

- Financial system basics
- India money market
- India capital market
- Securities and exchange board of India

#### **Paper II Industrialization for Development – I**

- History of industrialization
- Agro-industries
- Chemical and allied industries
- Construction and allied industries
- Entertainment, theatre and mass media industries

#### **Paper III Good Governance – I**

- Governance and public management
- Democracy and good governance
- Public management in india
- Good governance and the state
- Empowerment of people

#### **Paper IV Corporate management – I**

- Management training for the corporate
- Corporate culture and behavior
- Risk assessment and management

## **Semester 4**

### **Paper I Money and Banking -II**

- Development banking
- Reserve bank of India
- State level development banks
- Insurance sector
- Commercial banks

### **Paper II Industrialization for Development – II**

- Petroleum, gas and energy related industries
- Health care and hospital industries
- Manufacturing industries
- Industrial management and technologies

### **Paper III Good Governance - II**

- Human resource development and management
- Globalization, institutional change and human security
- Accountability and political control of bureaucracy
- Managerial reforms and political control
- Criminal justice

### **Paper IV Corporate Management - II**

- Investment and funds management
- Project planning and accounting
- Project management and development
- Change management for future growth and development

### **Paper V Dissertation**