

Dr.G.R.D.COLLEGE OF SCIENCE (AUTONOMOUS)
SCHOOL OF COMMERCE & INTERNATIONAL BUSINESS
BACHELOR OF COMMERCE (Information Technology)
 (Under Choice Based Credit System)
EFFECTIVE FROM THE ACADEMIC BATCH 2019-2022

CVI - 01
2019-20

| SEM | PART | COURSE | COURSE TITLE | HOURS PER WEEK | MARKS | | | | EXAM DURATION |
|-----|------|--|---|----------------|---------|--------|-----|-------|---------------|
| | | | | | CREDITS | CA | TEE | TOTAL | |
| I | I | Language | Tamil I /Hindi I /French I /Malayalam I | 5 | 3 | 25 | 75 | 100 | 3 |
| | II | English | Contemporary English –I | 6 | 3 | 25 | 75 | 100 | 3 |
| | III | Core | Principles of Accounting | 6 | 5 | 25 | 75 | 100 | 3 |
| | III | Core | Business Economics | 5 | 4 | 25 | 75 | 100 | 3 |
| II | III | Core | Introduction to Information Technology | 5 | 4 | 25 | 75 | 100 | 3 |
| | III | Allied | Business Organization and Management | 5 | 4 | 25 | 75 | 100 | 3 |
| | IV | Skill Based Subject | General Awareness | 1 | 2 | 25 | 75 | 100 | 3 |
| | IV | Skill Based Subject | General Awareness | 1 | 2 | 25 | 75 | 100 | 3 |
| III | I | Language | Tamil II /Hindi II /French II /Malayalam II | 5 | 3 | 25 | 75 | 100 | 3 |
| | II | English | Contemporary English –II | 6 | 3 | 25 | 75 | 100 | 3 |
| | III | Core | Financial Accounting | 5 | 4 | 25 | 75 | 100 | 3 |
| | III | Core | IT Enabled Services | 6 | 4 | 25 | 75 | 100 | 3 |
| IV | III | Allied | Lab – I MS Office and Accounting Software | 4 | 3 | 40 | 60 | 100 | 3 |
| | III | Skill Based Subject | E-Banking | 5 | 4 | 25 | 75 | 100 | 3 |
| | IV | Environmental Studies | Environmental Awareness | 1 | 2 | 25 | 75 | 100 | 3 |
| | IV | Basic Tamil/Advance Tamil/Non Major Elective | **Basic Tamil I/Advance Tamil I / Personality Development and Soft Skills | 2 | 2 | 100 | NA | 100 | 3 |
| III | III | Core | Internet Marketing | 6 | 5 | 25 | 75 | 100 | 3 |
| | III | Core | Business Law | 6 | 4 | 25 | 75 | 100 | 3 |
| | III | Core | Visual Basic | 5 | 5 | 25 | 75 | 100 | 3 |
| | III | Skill Based Subject | Lab – II Programming in Visual Basic | 4 | 2 | 40 | 60 | 100 | 3 |
| IV | III | Allied | Business Mathematics | 6 | 4 | 25 | 75 | 100 | 3 |
| | IV | Skill Based Subject | Professional Communication | 4 | 2 | 25 | 75 | 100 | 3 |
| | V | Extension Activities | Mini Project | 2 | 1 | *GRADE | | | |

**Dr.G.R.D.COLLEGE OF SCIENCE (AUTONOMOUS)
SCHOOL OF COMMERCE & INTERNATIONAL BUSINESS
BACHELOR OF COMMERCE (Information Technology)**

(Under Choice Based Credit System)

EFFECTIVE FROM THE ACADEMIC BATCH 2019-2022

| IV | IV | Basic Tamil/Advance Tamil/Non Major Elective | **Basic Tamil II /Advance Tamil II | | 2 | 2 | 100 | | 3 |
|----|-----|--|---|----|------------|----|-----|-------------|---|
| | | | 100 | NA | | | 40 | 60 | |
| | III | Core | Basics in Business Process Outsourcing | 4 | 4 | 25 | 75 | 100 | 3 |
| | III | Core | International Financial Reporting Standards | 5 | 4 | 25 | 75 | 100 | 3 |
| | III | Core | Cost Accounting | 4 | 4 | 40 | 60 | 100 | 3 |
| | III | Core | Lab III – Programming in C++ | 5 | 4 | 25 | 75 | 100 | 3 |
| | III | Allied | Introduction to Artificial Intelligence | 6 | 4 | 25 | 75 | 100 | 3 |
| | III | Core | Business Statistics | 6 | 4 | 25 | 75 | 100 | 3 |
| | IV | Value Education | Programming in C++ | 6 | 2 | 25 | 75 | 100 | 3 |
| V | | | Indian Society People and Culture | 2 | 2 | 25 | 75 | 100 | 3 |
| | III | Core | Management Accounting | 5 | 4 | 25 | 75 | 100 | 3 |
| | III | Core | Taxation | 6 | 4 | 25 | 75 | 100 | 3 |
| | III | Core | Business Ethics and Corporate Social Responsibility | 5 | 4 | 25 | 75 | 100 | 3 |
| | III | Core | Java Programming | 5 | 3 | 25 | 75 | 100 | 3 |
| | III | Core | Lab IV –Java Programming | 5 | 4 | 40 | 60 | 100 | 3 |
| | III | Elective -I | RDBMS and ORACLE | 5 | 2 | 25 | 75 | 100 | 3 |
| VI | | Skill Based Subject | Institutional Training | 2 | 2 | 40 | 60 | 100 | 3 |
| | III | Core | Auditing | 6 | 4 | 25 | 75 | 100 | 3 |
| | III | Core | Internet of Things | 6 | 4 | 25 | 75 | 100 | 3 |
| | III | Elective -II | Entrepreneurial Development | 6 | 4 | 25 | 75 | 100 | 3 |
| | III | Elective - III | Investment Management | 6 | 4 | 25 | 75 | 100 | 3 |
| | III | Skill Based Subject | Human Resource Management | 6 | 2 | 25 | 75 | 100 | 3 |
| | | | TOTAL CREDITS & MARKS | | 140 | | | 4100 | |

Extra Credits

Professional Development - 6 Credits

Business Fundamentals Workshop - 4 Credits

10 Credits

** For basic Tamil & Advanced Tamil - CA only.

CVI - 02
2019 - 20

CVI - 03
2019 - 20

Dr.G.R.D.COLLEGE OF SCIENCE (AUTONOMOUS)
SCHOOL OF COMMERCE & INTERNATIONAL BUSINESS
BACHELOR OF COMMERCE (Information Technology)
(Under Choice Based Credit System)
EFFECTIVE FROM THE ACADEMIC BATCH 2019-2022

SUBJECT CODE:

FIRST SEMESTER
Core- PRINCIPLES OF ACCOUNTING
(80% Problem, 20% Theory)

Objective:

- To define accounting concepts, conventions and rules.
- To prepare Cash books, Bill of exchange Accounts.
- To prepare consignments, Joint venture, Account current and Average due date.
- To explain capital and revenue expenditure.

UNIT I

(Teaching Hours: 14)

Fundamentals of book keeping – Accounting Concepts and Conventions – Journal and Ledger – Trial Balance- Subsidiary Books – Uses – Preparation of Subsidiary Books.

UNIT II

(Teaching Hours: 12)

Cash Book – Preparation of various types of Cash book – Bank Reconciliation Statement – Meaning – purpose- Preparation of Bank reconciliation statement – Errors – Types of Errors – Rectification of Errors.

UNIT III

(Teaching Hours: 13)

Apportionment of capital and revenue expenditure – preparation of final statements of accounts of a sole trading business.

UNIT IV

(Teaching Hours: 13)

Bills of exchange – meaning and definition – features – types- Accounting entries for Bills transactions-accommodation bills – Account current – Meaning – Procedure – product method- daily balance method -Average Due date – meaning- Determination of Due date.

UNIT V

(Teaching Hours: 13)

Accounts of non-trading concerns – receipts and payments account – income and expenditure account and balance sheet.

BOOKS FOR REFERENCE:

1. Advanced Accountancy, S.P.Jain and K.L.Narang, Kalyani Publishers,
2. Introduction to accounting, T. S. Grewal, S Chand & Co.Ltd,
3. Introduction to Adv. Accounting, R. L. Gupta, V. K. Gupta,
4. Financial Accounting, Reddy Murthy, Margam Publications,
5. Advanced Accounting, S.N.Maheswari, Vikas Publication,

CVI - 04
2019-20

Dr.G.R.D.COLLEGE OF SCIENCE (AUTONOMOUS)
SCHOOL OF COMMERCE & INTERNATIONAL BUSINESS
BACHELOR OF COMMERCE (Information Technology)
(Under Choice Based Credit System)
EFFECTIVE FROM THE ACADEMIC BATCH 2019-2022

SUBJECT CODE:

FIRST SEMESTER
Core- BUSINESS ECONOMICS

Objective: Define Economics and its objectives, study demand, production function and cost , study pricing of goods in perfect & its imperfect market, study monetary policy of India

UNIT-I

Teaching Hours - 12

Business Economics-Meaning-Definition-Characteristics of Business Economics-Nature and Scope of Business Economics-Distinction between Business Economics and Economics-Uses of Business Economics-Role and Responsibilities of a Business Economist-Principles of business economics.

UNIT-II

Teaching Hours – 12

Meaning of Demand-Determinants of Demand- Law of Demand- Demand Analysis – Demand Schedule- Elasticity of Demand-Types of Elasticity of Demand (Price, Income, Cross and Advertisement)-Methods of Measuring Elasticity of Demand-Demand Forecasting – Meaning and objectives - Methods of Demand forecasting - Objectives of Demand Forecasting.

UNIT-III

Teaching Hours - 15

Production function-Factors of Production- Production functions with one variable input- Production functions with two variable inputs- Production functions with all variable inputs Law of Supply- Determinants of supply- Meaning of Cost-Types of cost- Cost and output relationship in the short run- Cost and output relationship in the long run- Economies of scale- Diseconomies of scale - Pricing Policies and methods.

UNIT-IV

Teaching Hours - 14

Market definition-Types of Market (Perfect competition, Monopoly, Monopolistic, oligopoly, Price discrimination)-Price and Output determination in Perfect and Imperfect markets.

UNIT-V

Teaching Hours - 12

Business cycle –Meaning and different phases of business cycle - Monetary Policy of India-objectives and instrument of monetary policy Fiscal Policy of India –objectives and Instruments of fiscal policy - Recent Budget analysis.

BOOKS FOR REFERENCE:

1. Principles of Economics Seth.M.L,Lakshmi Narain Agarwal Agra
2. A Text Book of Economic Theory Stonier and Hague.
3. Macro Economics, M.L Jhingan-Vrinda Publications .
4. Business Economics Sankaran S Margham Publications New Delhi .
5. Business Economics - KPM Sundharam& E N Sundharam, Sulthan Chand&Sons, NewDelhi

C VI - 05
2019-20

Dr.G.R.D.COLLEGE OF SCIENCE (AUTONOMOUS)
SCHOOL OF COMMERCE & INTERNATIONAL BUSINESS
BACHELOR OF COMMERCE (Information Technology)
(Under Choice Based Credit System)
EFFECTIVE FROM THE ACADEMIC BATCH 2019-2022

SUBJECT CODE:

FIRST SEMESTER

Core - INTRODUCTION TO INFORMATION TECHNOLOGY

Objective: To cater the needs of Commerce students in understanding the applications of IT in business area in such a way that they may be easily intelligible.

UNIT I

Teaching Hours - 13

Definition of computer - characteristics of computer - Importance of computer-components of computer – hardware – software - Classification of computers - based on principles of operation, purpose of application, based on size and speed. -Generations of computer - I-Vth Generations - computer applications in various areas – computer related jobs in business.

UNIT II

Teaching Hours - 13

Data – Information - Data processing, data storage and data retrieval capabilities – Data representation of character in computer - Different types of data processing system, Networks - Types of Networks.

UNIT III

Teaching Hours - 13

Input devices – examples - output devices – examples - storage devices - types. Software -types. Programming Language - types. Flowchart - types of flowchart. Steps in developing a program.

UNIT IV

Teaching Hours - 13

Operating system - DOS, Windows, UNIX, Windows NT, Windows98. Internet - Features of Internet - E Mail its uses and importance – Intranet – Extranet – WWW - Mobil Computing.

UNIT V

Teaching Hours - 13

Information system security – threats & implications – security policy – biometric – facial & smart cards – firewalls – kinds of firewalls – packet filters – distributed firewalls – building firewalls (only steps)

BOOKS FOR REFERENCE:

1. Computer and Commonsense Roger Hunt and John Shellery Prentice Hall of India Private LTD New Delhi
2. Using Micro Computers Brightman and Dimsdale Galgotia publications Pvt Ltd New Delhi
3. P.C.Software made Simple R.K.Taxali Tata Mcgraw- Hill Publishing Company Ltd New Delhi
4. A Text book of Information Techonology R. Saravana Kumar P.Parameswaran S. Chand & Company Ltd New Delhi

C VI - 06
2019-20

Dr.G.R.D.COLLEGE OF SCIENCE (AUTONOMOUS)
SCHOOL OF COMMERCE & INTERNATIONAL BUSINESS
BACHELOR OF COMMERCE (Information Technology)
(Under Choice Based Credit System)
EFFECTIVE FROM THE ACADEMIC BATCH 2019-2022

SUBJECT CODE:

FIRST SEMESTER

Allied- BUSINESS ORGANISATION AND MANAGEMENT

Objective: To gain knowledge on business organization and managerial functions in most useful and in organized way.

UNIT I

(Teaching Hours – 15)

Business Organisation: Nature and scope of business –forms of business organization – sole trader, partnership firm, joint stock companies, co-operative societies and public enterprises – MSME- Features-Business combination-Causes-Types and forms-Effects of Business combination.

UNIT II

(Teaching Hours – 13)

Business Entity-Types of entity-Registered entity-Un registered entity-Different categories of business licenses-Legal requirements and registration procedures.(Food Processing industry, Textile industry, software industry, Engineering industry)

UNIT III

(Teaching Hours – 12)

Definition of Management - Nature and scope of Management - Functions of Management - Planning - Meaning, Nature and importance of Planning - Advantages and limitations - Steps in planning - Methods and types of Plans

UNIT IV

(Teaching Hours – 13)

Decision making - Steps in decision making - Organisation - Meaning, nature, importance and process of organisation - Principles of sound organisation - Organisation structure - Departmentation, Delegation and Decentralisation –authority relationship – directing requirements of effective directions.

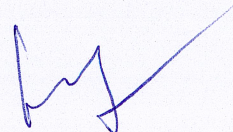
UNIT V

(Teaching Hours – 12)

Motivation - Need - Maslow's theory of motivation X, Y and Z theories - Co-ordination - Need and techniques- Control - Techniques of control –leadership – styles and qualities- Staffing – meaning, importance-authority and responsibilities.

BOOKS FOR REFERENCE:

1. Business Management - Dinkar Pagare, Sultan chand & sons,
2. Principles of Management - T.Ramasamy, Himalaya publication house
3. Business organisation and Management - Bhusan y.k., Sultan chand & sons,
4. Fundamentals of Business Organisation and Management - Bhushan Y.K, Sultan Chand & Sons, Delhi
5. Modern-Business Organisation and Management – Sherlaker SA/ sherlaker V, Himalaya Publishing house.



C VI - 07
2019-20

Dr.G.R.D.COLLEGE OF SCIENCE (AUTONOMOUS)
SCHOOL OF COMMERCE & INTERNATIONAL BUSINESS
BACHELOR OF COMMERCE (Information Technology)
(Under Choice Based Credit System)
EFFECTIVE FROM THE ACADEMIC BATCH 2019-2022

SUBJECT CODE:

SECOND SEMESTER
Core - FINANCIAL ACCOUNTING
(80% Problem, 20%Theory)

Objective: To know the concepts in financial accounting.

UNIT I

Teaching Hours – 13

Depreciation – Meaning and definition-Causes of depreciation-Methods of providing depreciation-Straight line method - Written down Value Method – Annuity method- Change in method of depreciation- Reserves and Provisions-Types of reserves and Provision-Difference between reserves and Provisions.

UNIT II

Teaching Hours – 13

Self balancing ledger – Meaning and advantages – Preparation of Debtors ledger, Creditors ledger and general ledger. Fire Insurance claim: Computation of claims to be lodged for loss of stock – Average clause.

UNIT III

Teaching Hours – 13

Single Entry System – Meaning and features – Statement of affairs method and conversion Method.

UNIT IV

Teaching Hours – 13

Departmental accounts – Transfer at Cost and selling price – Branch accounts excluding foreign branches and independent branches.

UNIT V

Teaching Hours – 13

Hire Purchase System – Meaning – Features – Differences between Hire purchase and Installment system – Accounting entries in the books of Hire Purchaser and Hire Vendor- Calculation of Interest and Cash Price- Default and Repossession of Asset- Installment Purchase System.

BOOKS FOR REFERENCE:

1. Advanced Accounting S.P. Jain and K.L. Narang Kalyan Publications New Delhi .
2. Advanced Accounting S.N.Maheswari
3. Advanced Accounting R.L.Gupta & Radhaswamy Sultan Chand & Sons Publications New Delhi
4. Financial Accounting T.S.Reddy & A.Murthy Margham Publications Chennai .
5. Financial Accounting - Dr S Ganesan, S R Kalavathi, Thirumalai Publication

C VI - 08
2019 - 20

Dr.G.R.D.COLLEGE OF SCIENCE (AUTONOMOUS)
SCHOOL OF COMMERCE & INTERNATIONAL BUSINESS
BACHELOR OF COMMERCE (Information Technology)
(Under Choice Based Credit System)
EFFECTIVE FROM THE ACADEMIC BATCH 2019-2022

SUBJECT CODE:

SECOND SEMESTER
Core - IT Enabled Services

Objective: To empower the students by giving the concepts of Information Technology. It also tells about the changes in the business world in the field of IT.

Unit – I

Teaching Hours – 14

Introduction to IT- Definition- IT Enabled Services – Advantages of IT Services. **Strategic IT Planning:** Business Implications for IT Strategic and Planning, Strategic IT Planning Motivations, Program Management, Benefits of PMO, Desired Qualities of a Program Office Manager, Maturity of PMO, Implementation of PMO Strategy, Measuring PMO Performance, Success Factors for PMO, Project Scope Management, PMO Reporting.

Unit – II

Teaching Hours – 14

IT Services Portfolio: Categories of IT Services-Building services. **Strategic Foundation for IT services Business:** Strategy-Analysis Frame work of practiced strategy- **Marketing of IT Services:** New P'S for IT Service Marketing-IT Services Marketing Process. **Business Development of IT Services:** Introduction-Business Development-Process-Approach followed for business development-capabilities and skill required for business development.

Unit – III

Teaching Hours – 13

IT Service Enterprise measure and Performance - Performance management-Measuring Performance-Driving Performance-Failure to Drive Performance -**Delivery Management of IT Services:** Introduction –Planning-Execution-Governance-Delivery Management. **IT Services Quality Assurance:** Introduction-Service Quality-IT Service Quality Make business sense.

Unit-IV

Teaching Hours – 12

Creating a winning IT services Team: Introduction-Team-Certification-Work Place Environment. **Managing IT Services Enterprise Growth-**Introduction-Factors-stages. Understanding the trends.

Unit V:

Teaching Hours – 12

Marketing Information Technology-Introduction-**Classification of IT:** Product Market-Hardware Market-Software Market-Device Market. Classification of IT Service Market.

BOOKS FOR REFERENCE:

1. IT Services Business Management Concepts, Processes and Practices - Dubey Sanjiva Shankar
2. IT strategy and Management by Sanjiva Shankar Dubey, PHI
3. Marketing of Information Technology, by K.Venkatesh, TMH

C VI - 09
2019-20

Dr.G.R.D.COLLEGE OF SCIENCE (AUTONOMOUS)
SCHOOL OF COMMERCE & INTERNATIONAL BUSINESS
BACHELOR OF COMMERCE (Information Technology)
(Under Choice Based Credit System)
EFFECTIVE FROM THE ACADEMIC BATCH 2019-2022
SUBJECT CODE:

SECOND SEMESTER
Allied – Lab – I - MS OFFICE AND ACCOUNTING SOFTWARE

Objectives : To improve the skills in MS Office Package and tally.

Ms WORD

1. Type a word document with at least 100 words. Give a title for the passage and format the same as per the specification given below:
 - Font size, style
 - Title should be in Bold, italics, underlined
 - Set left margin to 1.5, right margin to 1.75
 - Line spacing should be doubled
 - Apply border to the passage
 - Insert date and time, page number & header & footer
2. Using mail merge prepare an interview call letter.
3. Prepare a timetable using Table Auto format in Ms Word.
4. Prepare a bio-data using Ms word using wizard.
5. Using borders & shading options prepare an invitation for your college day or for your department function.
6. Design value added web pages in Ms word that convey information about your curriculum-Hyperlink

Ms EXCEL

7. Enter your semester's marks & calculate total, average using auto sum & save the file in "MARKS".
8. Prepare an excel sheet under the main heads of assets & liabilities & do the following:
 - Select column & change the number format to Rs & Paise (00.00) format.
 - Change the particular range for cells font as bold.
 - Select a cell and change the line style.
9. With a given data prepare a payroll.
 - Basic – Rs. 6500, D.A – 40%, HRA – 12%, TA – 10%, MA – 5%, CCA – 10%, PF – 12%, Deductions – 10%.
10. With a given data draw various graphs & diagrams

| During the year | Growth of viruses | | | |
|-----------------|-------------------|------|------|------|
| | 1960 | 1970 | 1980 | 1990 |
| Place | | | | |
| City A | 1000 | 2500 | 2900 | 3700 |
| City B | 1750 | 2750 | 4500 | 5000 |
| City C | 2000 | 2500 | 4000 | 3000 |

11. Create a Ms-Excel worksheet using text functions.(mid,concatenate,find,len,replace)

12. Create a MS-Excel worksheet consist of formatting options to be applied for the sheet.

CVI - 10
2019-20

Dr.G.R.D.COLLEGE OF SCIENCE (AUTONOMOUS)
SCHOOL OF COMMERCE & INTERNATIONAL BUSINESS
BACHELOR OF COMMERCE (Information Technology)
(Under Choice Based Credit System)
EFFECTIVE FROM THE ACADEMIC BATCH 2019-2022

SUBJECT CODE:

13. Create a Ms-Excel worksheet for financial projection model for the business with given data.

- Total Cost of Goods Sold = Materials + Wages + Other Benefits + Others
- Calculate the Total Operating Costs

Total Cost of Goods Sold + Total General and Administrative Expenses

14. Create a Ms-Excel to calculate budget and savings of ABC Company

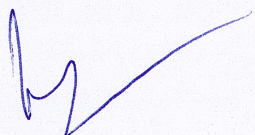
Ms POWER POINT

15. Prepare a PowerPoint presentation for department inaugural function.
16. Design an advertisement.
17. Prepare a power point presentation for product launch.
18. Draw an organization chart.

Ms ACCESS

19. With a given fields create a table (using design view, wizard view) in Ms Access.
Register Number (Primary key), Name, Class, Mark1, Mark2, and Mark3
20. With given fields create a table in Ms Access.
Employee Number (Primary Key), Employee Name, Department, Designation.
21. Create an item table with the following structure:
Item no, item name, rate, quantity, and net price.
Find the net price for all records
Display only the item no, item name filled list for not price less than 50.
To increase the rate by Rs.100 for all records
Display all the details for item number less than 100 and quantity less than 50. Display all the details for item name = "pen".

ACCOUNTING SOFTWARE

22. Create a Company using Tally.
 23. Single Ledger - Create Assets, Liabilities, Income and Expenditure account.
 24. Create accounting groups.
 25. Enter some test transactions, say numbering 100 in the form of Cash Receipts, cash Payments, Bank receipts, Bank payments, Purchase Bills, Sales Invoices, Debit Note, Credit note and General Journal Vouchers.
 26. Voucher Entries - Print the primary books for the same.
 27. Create an opening Trial Balance and print the same.
 28. Profit and Loss and Balance sheet.
 29. Financial Ratio Analysis.
- 

CVI - 11
2019-20

Dr.G.R.D.COLLEGE OF SCIENCE (AUTONOMOUS)
SCHOOL OF COMMERCE & INTERNATIONAL BUSINESS
BACHELOR OF COMMERCE (Information Technology)
(Under Choice Based Credit System)
EFFECTIVE FROM THE ACADEMIC BATCH 2019-2022
SUBJECT CODE:

SECOND SEMESTER
Skilled Based Subject – E-BANKING

Objective : To understand the needs of the customer relating to E-payment systems and implement modern banking services.

Unit – I

(Teaching Hours – 13)

Evolution of banking – Functions of commercial banks – RBI – Functions -Bank Nationalization - CRM in banking – Opening of an accounts – types of accounts (Current account, Savings account, Recurring deposit account and Fixed deposit account) - Banker customer Relationship.

Unit –II

(Teaching Hours – 13)

Negotiable instruments - Cheque - Promissory note - Bill of exchange - Features & differences. Rights and duties of banker - Computerization of banks - Core banking solutions - Impact of IT on banking services

Unit –III

(Teaching Hours – 13)

E-Banking – Structure - Components – services – advantages - MICR, CTS - Mobile Banking-Tele banking - Home banking - Net banking - Multi user system.

Unit –IV

(Teaching Hours – 13)

E-Payment mechanism – ATM – EFT – NEFT – RTGS – SWIFT – INFINET – PayTM - BHIM- Electronic cards - Debit, Credit, Smart Card - Benefits - Intelligent auto teller & Netware Management System.

Unit –V

(Teaching Hours – 13)

Customer grievances & Redressal – Ombudsman – Procedures - Crypto currencies - Trading mechanism - Types of crypto currency – Bitcoin – Litecoin.

BOOKS FOR REFERENCE:

- | | | | |
|---|--|---|---|
| 1 | Indian Banking | - | S.Natarajan & R.Parameswaran, S.Chand |
| 2 | Banking Theory Law and Practice | - | Gordan and Natarajan, Himalaya Publishing House, Himalaya Publications. |
| 3 | Banking Theory Law Practice | - | Sundaram and Varshney, S.Chand and Company |
| 4 | Banking Law and Practice | - | S.N.Maheswari, Kalyani Publishers |
| 5 | Principles & Practices of Banking (Macmillan Publication) | - | Study material for Diploma in Banking & Finance |

C VI - 12
2019-20

Dr.G.R.D.COLLEGE OF SCIENCE (AUTONOMOUS)
SCHOOL OF COMMERCE & INTERNATIONAL BUSINESS
BACHELOR OF COMMERCE (Information Technology)
(Under Choice Based Credit System)
EFFECTIVE FROM THE ACADEMIC BATCH 2019-2022

SUBJECT CODE:

THIRD SEMESTER

Core: INTERNET MARKETING

Objectives : Facilitates the students to learn techniques of Marketing and new trends in Marketing.

UNIT -I

Teaching Hours 13

Definition- Meaning- Concept of modern marketing –Definition of market –Classification of markets- Marketing and selling –Marketing functions.

UNIT -II

Teaching Hours 13

Definition-E-Marketing, Ten C's for internet marketers, On-line marketing environment in modern economy-Micro environment factors-Macro environment factors, On-line marketing planning-Strategic marketing cycle-Multi channel marketing, On-line marketing mix.

UNIT -III

Teaching Hours 13

On-line buyer behaviour-Consumer buying decision process-On-line customer expectations-Online B2C buyer behaviour –On-line B2B buyer behaviour-On-line target marketing-Data base marketing-Search engine marketing-par per click-Search engine optimization.

UNIT -IV

Teaching Hours 13

Permission and personalization on-line marketing- e-CRM and one to one marketing-Permission marketing-On-line product-Product attributes-Customizing product-Branding dimensions-On-line new product development.

UNIT -V

Teaching Hours 13

On-line pricing-Pricing objectives-methods-strategies and tactics-Promotional communications mix-On-line advertising-types-E-mail marketing-Viral marketing –Affiliate marketing--On-line sales promotions - Supply chain management in Digital Marketing.

BOOKS FOR REFERENCE:

1. Marketing Management – Philip Kotler, Pearson Education, New Delhi.
2. Internet Marketing – Rafi A Mohammed, TATA Mcgraw Hill, New Delhi.
3. Om-Line Marketing - Richard Gay, Alan Charles, Oxford University Press, New Delhi.
4. Sales Management – Still condiff and Govoni Norman, Printice Hall of India, New Delhi.

C VI - 13
2019-20

Dr.G.R.D.COLLEGE OF SCIENCE (AUTONOMOUS)
SCHOOL OF COMMERCE & INTERNATIONAL BUSINESS
BACHELOR OF COMMERCE (Information Technology)
(Under Choice Based Credit System)
EFFECTIVE FROM THE ACADEMIC BATCH 2019-2022

SUBJECT CODE:

**THIRD SEMESTER
CORE- BUSINESS LAW**

Objectives : To enlighten the students' knowledge on the basic business law.

Unit – I

(Teaching Hours: 15)

Law – Meaning – Law of Contract – Essential Elements of Valid Contract – Types of Contracts - Offer – Legal Rules relating to Offer – Acceptance – Essentials of Valid Acceptance – Revocation of Offer and Acceptance.

Unit – II

(Teaching Hours: 12)

Consideration – Essentials of Valid Consideration – Capacity to Contract – Law relating to Minor, Unsound Mind – Persons Disqualified by Law.

Unit – III

(Teaching Hours: 13)

Performance of Contract – Modes of Performance – Quasi-Contract – Discharge of Contract – Modes of Discharge - Remedies for Breach of Contract.

Unit – IV

(Teaching Hours: 12)

Contract of Indemnity and Guarantee – Rights of Indemnity Holder – Rights and Liabilities of Surety.- Bailment and Pledge.

Unit – V

(Teaching Hours: 13)

Sale of Goods Act – Sale and Agreement to Sell – Conditions and Warranties - Law of Carriage of Goods

BOOKS FOR REFERENCE:

1. N.D. Kapoor, "Business Law", Sultan Chand & Sons, New Delhi
2. R.S.N. Pillai & Bagavathi, "Business Law" S.Chand, New Delhi .
3. Arun Kumar Sen,"Commercial Law", The world press pvt Ltd, Calcutta
4. Arun Kumar Sen, Jitendra Kumar, Mitra," Commercial Law", The World Press Pvt Ltd, Calcutta

CVI - 14
2019-20

Dr.G.R.D.COLLEGE OF SCIENCE (AUTONOMOUS)
SCHOOL OF COMMERCE & INTERNATIONAL BUSINESS
BACHELOR OF COMMERCE (Information Technology)
(Under Choice Based Credit System)
EFFECTIVE FROM THE ACADEMIC BATCH 2019-2022

SUBJECT CODE:

THIRD SEMESTER
Core – VISUAL BASIC

Objective: To know how to create GUI based programming applications using various options available in Visual Basic Programming.

UNIT I

Teaching Hours: 10

VB fundamentals: Getting started – The Visual basic Environment – Customizing a Form. First Step in Programming: The code window, variables, data types, constants, strings, Numbers, statements in Visual Basic: The comment and the end statement.

UNIT II

Teaching Hours: 15

First steps in building the user interface: The tool box – creating controls – the name property – Properties of Command Button – Simple event procedures for command buttons – Access keys – Image controls – Text boxes – Labels – Navigating between controls – Message boxes – the grid – Picture box – Rich text box

UNIT III

Teaching Hours: 10

Organizing Information via controls: Control arrays – List and combo boxes – Flex grid controls. Controlling Program Flow: Determinant Loops – Indeterminate Loops – Making decisions – Select case – Nested If then's – The GOTO statement

UNIT IV

Teaching Hours: 15

Built-in Functions: String functions – Numeric Functions – Date and Time functions – Financial functions. Functions and procedures: Function procedures and Sub-procedures

UNIT V

Teaching Hours: 15

The tool box revisited: Frames – Option buttons – Check boxes – scrollbars – timers – Microsoft Windows Common Controls 6.0: Image list control – List view control – Progress bar control – Slider control – status bar control – menus – MDI forms.

BOOKS FOR REFERENCE:

1. Visual Basic 6 from the Ground up, Gary Cornell, ,Tata MC Graw Hill, New Delhi..
2. Using Visual basic, Siler Brian, Prentice Hall of India Pvt Ltd, New Delhi.
3. Mastering Visual basic, Petroustos, Evangelo's
4. Visual basic developers Guide, Jerke Noel, BPB Publications, New Delhi.

C VI - 15
2019-20

Dr.G.R.D.COLLEGE OF SCIENCE (AUTONOMOUS)
SCHOOL OF COMMERCE & INTERNATIONAL BUSINESS
BACHELOR OF COMMERCE (Information Technology)
(Under Choice Based Credit System)
EFFECTIVE FROM THE ACADEMIC BATCH 2019-2022
SUBJECT CODE:

THIRD SEMESTER

Skill Based Subject – LAB – II PROGRAMMING IN VISUAL BASIC

Objective: To know about the how the create real time programming concepts with the help of available tools in Visual Basic Programming Language.

VISUAL BASIC

1. Write a program in Visual Basic to find the factorial value of a given number using function
2. Write a Visual Basic coding to calculate the amount of electricity (units) consumed by the user
3. Write a program in Visual Basic to calculate the total and average of any given student.
4. Write a program in Visual Basic to calculate the net pay of any given employee.
5. Write a Visual Basic coding to calculate total earnings of a worker using Halsey and Rowan Plan.
6. Write a program in Visual Basic to create a calculator.
7. Write a program in Visual Basic to convert the decimal number to decimal, octal, hexadecimal.
8. Write a program in Visual Basic to calculate the length of a string, mid value of the string, Instr and replacement of the given string.
9. Write a Program in Visual basic to calculate Depreciation using Straight line method.
10. Write a Program in Visual basic for calculating ratio analysis.
11. Write a Visual basic for preparation of cost sheet.
12. Write a Visual basic program for calculating break even analysis and margin of safety.

CVI-16
2019-20

Dr.G.R.D.COLLEGE OF SCIENCE (AUTONOMOUS)
SCHOOL OF COMMERCE & INTERNATIONAL BUSINESS
BACHELOR OF COMMERCE (Information Technology)
(Under Choice Based Credit System)
EFFECTIVE FROM THE ACADEMIC BATCH 2019-2022
SUBJECT CODE:

THIRD SEMESTER
Allied-BUSINESS MATHEMATICS
(80% Problem, 20% Theory)

Objective: To gain knowledge about the computations of numerical aspects related to business.

Unit I: (Teaching Hours: 15)

Matrix - Basic Concepts-Addition and Multiplication of matrices-Inverse of matrix-Rank of a Matrix- determinants of a matrix -solution of Simultaneous linear equations – Cramer’s rule and matrix method.

Unit II: (Teaching Hours: 15)

Simple and Compound Interest- Interpolations – Binomial Expansion method – Newtons method of forward differences – Newtons method of backward differences – Lagrange’s method.

Unit III: (Teaching Hours: 15)

Operations Research- Meaning, Scope and Limitations-Linear programming problem-Formulation- Canonical & standard forms of L.P.P-solution by Graphical method-solution by Simplex method (Basic problems only).

Unit IV: (Teaching Hours: 12)

Network Analysis-Introduction-Basic concepts-Rules of Network Construction- Critical Path Analysis(CPM)- Project Evaluation and Review Technique (PERT)- Probability Considerations in PERT- Distinction Between PERT and CPM

Unit V: (Teaching Hours: 13)

Transportation Problem-Introduction-matrix form of T.P-The transportation Table- balanced and unbalanced - NWC, LCM, VAM (Problems in IBFS only) -The assignment problem –the assignment algorithm-unbalanced assignment problem – Hungarian Method.

BOOKS FOR REFERENCE:

1. P. A Navinitham -Business Mathematics, Jai Publications, Trichy,
2. Dr.P.R. Vittal -Business Mathematics, Margham Publications, Chennai,
3. Kanti Swarup P.K.Gupta and Man Mohan - Operations Research, Sultan Chand & Sons, New Delhi,
4. P.Mariappan -Operation Research methods, New Century Book Pvt Ltd, Chennai,
5. J.K.Sharma – Operations Research Theory and Applications, Vikas Publishing house .

C VI - 17
2019 - 20

Dr.G.R.D.COLLEGE OF SCIENCE (AUTONOMOUS)
SCHOOL OF COMMERCE & INTERNATIONAL BUSINESS
BACHELOR OF COMMERCE (Information Technology)
(Under Choice Based Credit System)
EFFECTIVE FROM THE ACADEMIC BATCH 2019-2022

SUBJECT CODE:

THIRD SEMESTER
Skill based subject –PROFESSIONAL COMMUNICATION

Objective: To develop ability to communicate clearly, on matters having relevance to day-to-day business operations.

UNIT-I

Teaching Hours - 13

Communication - Definition - Types and patterns of communication - Spoken communication - Written communication - Non-verbal communication - Audio-visual communication and Multimedia communication - Objectives of communication - Horizontal communication - Upward communication - Barriers to communication.

UNIT-II

Teaching Hours – 13

Business Letter – Characteristics - Organization, Structure and Layout of a business letter. Letter of Enquiries and Replies, Offers and quotations - Credit and Status Enquiries - Complaints, Claims and adjustments.

UNIT-III

Teaching Hours – 13

Sales Letters – Circulars. Bank Correspondence. Life Insurance Correspondence. Collection letters – Correspondence of a Company Secretary. Report writing – classification – characteristics of Good report.

UNIT-IV

Teaching Hours – 13

Assertive / Positive communication - Assertive training: Negotiation and Compromise - Allophones: accent for grammar for effective speaking - Speaking skills: active listening - listening and responding - Four basic reasoning skills.

UNIT-V

Teaching Hours - 13

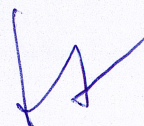
Positive resume active verbs - Positive indicators – Interpersonal gestures - Intra & Interpersonal skills - Interpersonal communicational ethics.

(LAB PRACTICAL ONLY)

Career strokes: Online practical modules: Communication skills – Group discussion – Interviews – Team work – Time management – Business awareness

BOOKS FOR REFERENCE:

1. Business Communication - Dr. K.K. Ramachandran Vikas Publilshing house, New Delhi.
2. Essentials of Business Communication - Rajendra Pal & J.S.Korlahalli Sultan Chand and Sons New Delhi .
3. Business Communication - R.K.Madhukar Vikas Publishing House New Delhi.
4. Business Communication - R.C.Bhatia Ane Books New Delhi.
5. Communication for Business - Shisley Taylor, Pearson



C VI - 18
2019-20

Dr.G.R.D.COLLEGE OF SCIENCE (AUTONOMOUS)
SCHOOL OF COMMERCE & INTERNATIONAL BUSINESS
BACHELOR OF COMMERCE (Information Technology)
(Under Choice Based Credit System)
EFFECTIVE FROM THE ACADEMIC BATCH 2019-2022

SUBJECT CODE:

FOURTH SEMESTER
Core- INTERNATIONAL FINANCIAL REPORTING STANDARDS

Objective: To develop in the Public interest a single set of high quality, understandable, enforceable and globally accepted financial reporting standards based upon clearly articulated principles.

Unit –I: IASB and IFRS

Teaching hours: 13

Structure of the IFRS/IASB-Extant standards of the IASB-The Frame work-The status of IFRSs around the world-The Use of IFRS around the World-The IASB road map-The Annual IASB bound volume and its use-Principal difference between Indian GAAP and IFRS-Proposal for change

Unit –II : PRESENTATION AND REPORT:

Teaching hours: 10

IAS 1 : Presentation of financial statements-IFRS 15:Revenue from Contracts with customers-IAS 8: Accounting Policies ,change in accounting estimates and errors.

Unit –III ACCOUNTING FOR ASSETS AND LIABILITIES:

Teaching hours: 17

IAS 16: Property plant and equipment-IAS 38 :Intangible assets-IAS 40:Investment Property –IAS 36:Impairment and assets-IAS 23:Borrowing Costs-IAS 20:Accounting for government grants and disclosure of government assistance-IAS2:Inventories-IAS 17:Leases-IFRS 5:Non-Current assets held for sale and discontinued operations-IFRS 13:Fair Value Measurement-IFRS 32:Financial instruments – Presentation-IFRS 9:Financial instruments-IFRS 7: :Financial instruments: disclosures-IFRS 2:Share – based payments-IAS 37:Provisions,contingent liabilities and contingent assets-IAS 10:Events after the reporting peered-IAS 19:Employee benefits-IAS 12:Income taxes-IAS 41:Agriculture-IFRS 6:Exploration for and evaluation of mineral resources.

Unit –IV: GROUP ACCOUNTING

Teaching hours: 13

IFRS 10:Consolidated financial statements-IAS 27 (revised 2011):Separate financial statements-IFRS 3:Business combinations –IAS 28 27 (revised 2011):Investment in associates and joint ventures-IFRS 11:Joint arrangements-IFRS 12:disclosure of interest in other entities-IAS 21:The effects of changes in foreign exchange rates-IAS 29:Financial reporting in hyperinflationary economies.

Unit –V: DISCLOSURE STANDARDS:

Teaching hours: 13

IAS 7: Statement of cash flows-IAS 24: Related party disclosures-IAS 33: Earnings per share-IAS 34: Interim financial reporting-IFRS 4: Insurance contracts-IFRS 1: First time adoption of IFS-IFRS 8- Operating segments.

BOOKS FOR REFERENCE:

- 1.International Financial Reporting Standards: A Practical Guide By Hennie van Greuning, Darrel Scott, Simonet Terblanche-World bank (ISBN 9780821384282).
2. Understanding IFRS Fundamentals: International Financial Reporting Standards By Nandakumar Ankarath, Kalpesh J. Mehta, T. P. Ghosh, Yass A. Alkafaji,WILEY Publications.(ISBN 780470399149)
3. International Financial Reporting Standards: An Introduction By Belverd E. Needles, Marian Powers-Cengage Learning.(ISBN 9781133187943)

C VI - 19
2019-20

Dr.G.R.D.COLLEGE OF SCIENCE (AUTONOMOUS)
SCHOOL OF COMMERCE & INTERNATIONAL BUSINESS
BACHELOR OF COMMERCE (Information Technology)
(Under Choice Based Credit System)
EFFECTIVE FROM THE ACADEMIC BATCH 2019-2022

SUBJECT CODE:

FOURTH SEMESTER
Core-COST ACCOUNTING
(60% Problem, 40%Theory)

Objective: To study the objective of cost accounting and accounting techniques like EOQ, ABC analysis, etc.

UNIT I

(Teaching Hours – 13)

Cost Accounting - Definition, meaning and objectives-scope - Relationship of Cost accounting with financial accounting -advantages and importance- methods of costing – cost term –concept. Elements of cost, preparation of cost sheet and tender

UNIT II

(Teaching Hours – 13)

Materials - Purchasing of materials, procedure and documentation involved in purchasing - requisitioning for stores- methods of Valuing material issues - Maximum, minimum and reordering levels - ABC analysis-EOQ - perpetual inventory - control over wastages, scrap and spoilage,

UNIT III

(Teaching Hours – 15)

Labour - Systems of wage payment, idle time, control over idle time-labour turnover-causes of labour turnover-Overhead - Classification of overhead – Allocation and Apportionment of overhead-basis of apportionment- absorption of overhead-machine hour rate(problems relating to primary and secondary distribution).

UNIT IV

(Teaching Hours – 12)

Process costing: Features of process costing - Process losses, waste, scrap, normal process loss, abnormal process loss, and abnormal gain (excluding equivalent production) – costing of joint products & by products.

UNIT V

(Teaching Hours – 12)

Operating costing, contract costing, Reconciliation of costs and financial accounts –Standard costing (Material Variance Only).

BOOKS FOR REFERENCE:

1. Cost Accounting - Jain, S.P(r) & Narang, K.L Kalyani Publications, New Delhi.
2. Cost Accounting and Methods and Problems - Bhar B.K, Academic Publication, New Delhi.
3. Cost Accounting and Methods and Problems - Murthy & Reddy, Margam Publications, Chennai.
4. Cost Accounting - R.S.N Pillai & Bhagavathi , Sultan Chand & Sons Company LTD, New Delhi.
5. Cost and Management Accounting - S N Maheswari, S Chand , NewDelhi.

C VI -20
2019-20

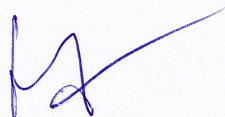
Dr.G.R.D.COLLEGE OF SCIENCE (AUTONOMOUS)
SCHOOL OF COMMERCE & INTERNATIONAL BUSINESS
BACHELOR OF COMMERCE (Information Technology)
(Under Choice Based Credit System)
EFFECTIVE FROM THE ACADEMIC BATCH 2019-2022
SUBJECT CODE:

FOURTH SEMESTER

Core – Lab III - Programming in C++

Objective:

- **To know about the basics in object oriented programming concept.**
 - **To know about how the real time applications be created using C++**
 - **To know the key features in languages.**
1. Write a program in C++ to check a character is a Vowel Or Consonant.
 2. Write a program in C++ to perform switch case statement
 3. Write a program in C++ to calculate the overtime wages of an employee.
 4. Write a program in C++ to find the factorial of a given number.
 5. Write a program in C++ to display the Fibonacci series.
 6. Write a program in C++ to Perform Matrix Addition.
 7. Write program in C++ to perform a student Mark list using class concept.
 8. Write a program in C++ to Perform Constructor.
 9. Write a program in C++ to perform arithmetic operations using Function Overloading.
 10. Write a program in C++ to Perform Multiple Inheritance.
 11. Write a program in C++ to perform Operator Overloading.
 12. Write program in C++ to Perform Pointer to object concept.



FOURTH SEMESTER
Core – INTRODUCTION TO ARTIFICIAL INTELLIGENCE

Objective: Artificial Intelligence deals with solving hard and insolvable problems using reasonable time duration and deals with knowledge to handle the various applications to enhance the existing state.

Unit – I

(Teaching Hours – 12)

Definition of Artificial Intelligence- Concepts- Scope of AI- Approaches of AI- Brief history of AI- Artificial Intelligence related fields- Techniques – Characteristics – Underlying assumption of AI- Applications of AI- Advantages and Disadvantages of AI – Role and Importance of AI- AI safety – AI Development – AI and the future.

Unit – II

(Teaching Hours – 13)

Application of AI- AI creativity – Automated planning and scheduling – Automatic target recognition – Image processing – Speech recognition – Speaker recognition – Intelligent word recognition – Face recognition system- Optical character recognition – Game Artificial Intelligence – Video game- Knowledge management- Data mining – Text mining – Robotics.

Unit – III

(Teaching Hours – 12)

Types of Artificial Intelligence – Weak and Strong AI- Branches of AI- Soft computing – Brain Simulation – Probabilistic methods- Ant colony optimization- Virtual agent – AI optimized Hardware- Decision Management – Robotics process Automation.

Unit – IV

(Teaching Hours – 13)

Expert system- Introduction and concept of planning – Representing and using domain knowledge – Expert system Shells- Knowledge Acquisition- Intelligent Agents and Environments- Nature of environments.

Introduction to LISP – Syntax and Numeric function- Basic list manipulation functions in LISP function- Predicates and Conditionals- Input, Output and Local variables- Iteration and Recursion – Lists and Arrays – Backtracking.

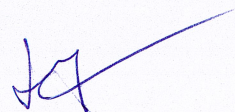
Unit – V

(Teaching Hours – 15)

Threats and security: Cyber security fundamentals - Crime Vs Cyber Crime – types of Cyber Crime, Differences between Information Security & Cyber security. **Cyber Law:** Legal issues on Internet, cyber law for e-mail and cyber law for identity theft– Countermeasures.

BOOKS FOR REFERENCE:

1. The Unofficial guide to Ethical Hacking, Ankit Fadia, MacMillan Publication, Second edition, 2010.
2. E-Mail Hacking, Ankit Fadia, Vikas Publishing House Pvt Limited, 2009.
3. Artificial Intelligence: A Modern Approach, Stuart Jonathan Russell, Peter Norvig, Prentice Hall/Pearson Education.
4. Artificial Intelligence Simplified: Understanding Basic Concepts, Binto George, Gail Carmichael,
5. Principles of Artificial Intelligence, Nils. J. Nilsson, Morgan Kaufman Publishers.



C VI - 22
2019 - 20

Dr.G.R.D.COLLEGE OF SCIENCE (AUTONOMOUS)
SCHOOL OF COMMERCE & INTERNATIONAL BUSINESS
BACHELOR OF COMMERCE (Information Technology)
(Under Choice Based Credit System)
EFFECTIVE FROM THE ACADEMIC BATCH 2019-2022

SUBJECT CODE:

FOURTH SEMESTER
Allied – BUSINESS STATISTICS
(80% Problem, 20% Theory)

Objective: To gain the knowledge about the computations of statistical concepts related to business.

Unit I:

(Teaching Hours: 12)

Meaning, Definition and scope of statistics-Sources of data-Collection of data-primary and secondary-Methods of primary data collection-Editing secondary data-Sampling and its methods-Classification and Tabulation-Presentation of data by diagrams-Bar diagram and Pie diagram-Graphic representation of frequency distribution.

Unit II:

(Teaching Hours: 17)

Averages-Mean, Median, Mode, Geometric mean and Harmonic mean-their computation-properties and uses-Measures of dispersion-Range, Quartile deviation, Mean deviation, Standard deviation, co-efficient of variation.

Unit III:

(Teaching Hours: 13)

Skewness - Karl Pearson's and Bowley's coefficient of Skewness- -Index Numbers-meaning-uses-selection of base year-Simple and Weighted Index Numbers-Tests of an Index Number- Consumer Price Index.

Unit IV:

(Teaching Hours: 13)

Correlation-meaning and definition-Scatter diagram-Pearson's coefficient of correlation - Computation and interpretation-Rank correlation-Regression-Meaning and methods of forming the regression equations and lines-Properties of Regression coefficients.

Unit V:

(Teaching Hours: 12)

Time series-Meaning-components-Models-Methods of estimating trend-Graphic, semi-average, moving average and least square methods (Linear equations only)-Seasonal Variation-Simple average Method.

BOOKS FOR REFERENCE:

1. Business Mathematics and Statistics. - PA. Navinitham, JAI Publications
2. Business Statistics. - Dr. P.R.Vittal, Margham Publications
3. Fundamentals of mathematical Statistics - S.C.Gupta & V.K. Kapoor, Sultan Chand & Co, New Delhi
4. Statistical Methods. - S.P.Gupta, Sultan Chand & Co
5. Fundamentals of Statistics - D.N. Elhance, Veena Elhance and B.M.Aggarwal, Kitab Mahal Publishers.

C VI - 23
2019-20

Dr.G.R.D.COLLEGE OF SCIENCE (AUTONOMOUS)
SCHOOL OF COMMERCE & INTERNATIONAL BUSINESS
BACHELOR OF COMMERCE (Information Technology)
(Under Choice Based Credit System)
EFFECTIVE FROM THE ACADEMIC BATCH 2019-2022

SUBJECT CODE:

FOURTH SEMESTER
Core - PROGRAMMING IN C++

Objective

To make the students understand the OOPS concept and various syntaxes used in C++

UNIT I

Teaching hours:10

Object oriented programming: Software Evolution – OOP paradigm – Concepts, benefits, Object Oriented Languages and Applications.

UNIT II

Teaching hours: 15

Introduction to the Basic concepts of C++ language – Tokens, Keywords, Identifiers, Data types, variables, manipulators – Expression and control structures – Functions: main functions – functions prototyping – Call by Reference – Function overloading – friend and inline functions

UNIT III

Teaching hours: 15

Classes and objects: Specifying a class – Defining member functions – Nesting of member functions – Private member functions – Static data member – Static member functions – Pointers to members. Constructors and Destructors: Constructors – Parameterized constructors – Multiple constructors – Copy constructors – Destructors. Operator overloading: Defining operator overloading – Overloading unary & binary operators – rules – type conversions.

UNIT IV

Teaching hours: 15

Inheritance: Defining derived classes – single inheritance – multilevel inheritance – multiple inheritance – hierarchical inheritance – hybrid inheritance – polymorphism - virtual base classes – abstract classes.

UNIT V

Teaching hours: 10

Pointers: Pointers to objects – pointers to derived classes – virtual functions. Managing console I/O operations: - Formatted I/O operations & unformatted I/O operations. Working with files: Opening & closing a file – Detecting end-of file – file pointers – sequential I/O operations.

BOOKS FOR REFERENCE:

1. "OBJECT ORIENTED PROGRAMMING WITH C++ - E.BALAGURUSAMY Tata McGraw Hill Publishers Ltd., New Delhi
2. "Object oriented Programming in C++" – Robert Lafore, Galgotia
3. "C++ -The Complete Reference: Herbert Schilt, Tata McGraw Hill, Pub-Ltd
4. "Let us C++" – Yeswant Kanetkar – BPB Publications
5. Programming with C++ - John R.Hubbard – Schaum's outline series

FIFTH SEMESTER
Core- MANAGEMENT ACCOUNTING
(60% Problem, 40% Theory)

Objective: To prepare budgets covering all functions of a business, to analyse monetary and non-monetary transactions.

UNIT I

(Teaching Hours – 13)

Management accounting - Meaning, objectives, functions and scope - Relationship between Management Accounting, Cost Accounting and Financial Accounting - need and significance of management accounting.

UNIT II

(Teaching Hours – 14)

Analysis and interpretation of financial statements - Ratio analysis - significance and classification of ratios – Profitability ratios – Turnover ratios – Solvency ratios - Uses and limitation of ratios

UNIT III

(Teaching Hours – 12)

Working capital - concepts, importance, and sources of working capital – Estimation of working capital requirements - fund flow and cash flow analysis

UNIT IV

(Teaching Hours – 12)

Marginal Costing – Features – Assumptions - Cost-Volume profit analysis - Break even analysis - Managerial applications of marginal costing - Significance and limitations of marginal costing

UNIT V

(Teaching Hours – 14)

Budgeting and budgetary control - definition, Objectives, importance, essentials, classification of budgets - Cash Budget, Flexible Budget, Materials, Production Budget, Master budget and Zero Based Budgeting – process and its importance. Preparation of different budgets.

BOOKS FOR REFERENCE:

- | | |
|-------------------------------------|---|
| 1. Management Accounting | - R.K.Sharma & Shashi K Gupta, Kalyani Publishers, New Delhi |
| 2. Cost and Management Accounting | - S.P. Jain and Narang, Kalyani Publishers, New Delhi |
| 3. Management and Financial Control | - Sashi Kapoor and Mehta sultan chand & sons, New Delhi , |
| 4. Management Accounting | - S.N.Maheshwari, Sultan chand & sons.New Delhi . |
| 5. Management Accounting | - RSN Pillai & Bagavathi, S.Chand . |

C VI - 25
2019-20

Dr.G.R.D.COLLEGE OF SCIENCE (AUTONOMOUS)
SCHOOL OF COMMERCE & INTERNATIONAL BUSINESS
BACHELOR OF COMMERCE (Information Technology)
(Under Choice Based Credit System)
EFFECTIVE FROM THE ACADEMIC BATCH 2019-2022

SUBJECT CODE:

FIFTH SEMESTER
Core- TAXATION
(60% Problem, 40% Theory)

Objectives:

- To study about the income Tax Act and its provisions
- To study computation of income from salary , House Property, Profits and Gains of Business and Profession, capital gain, other sources
- To study central board of direct taxes and its functions

UNIT I

(Teaching Hours: 12)

The Income Tax Act - Definition of Income - Assessment year - Previous year - Assessee - Types of Assessee - Scope of income - Charge of Tax - Residential status - Exempted incomes u/s 10.

UNIT II

(Teaching Hours: 15)

Heads of Income - Income from Salary: - Salary - Definition - Characteristics - Computation of Income from Salary - Rates of tax for individuals.

UNIT III

(Teaching Hours: 13)

Income from House Property: - Characteristics - Exempted Incomes from House Property - Deductions - Computation of Income from House Property - Income from Business and Profession: - Meaning of Business and Profession - Expenses expressly allowed - Expenses expressly disallowed - Computation of Profits and Gains of Business and Profession of an Individual.

UNIT IV

(Teaching Hours: 13)

Income from Capital Gain: - Capital Asset - Long term Capital Asset - Short term Capital Asset - Indexation - Computation of Income from Capital Gain. Income from Other Sources - Various Sources of Income - Computation of Income from Other Sources.- Set off and Carry forward of losses

UNIT V

(Teaching Hours: 12)

Introduction to Goods and Services tax - GST Levy - Features of GST - Taxes subsumed under GST - Benefits of GST act - GST rate structure - Types of supplies under GST in India - Goods and Services tax network - Need - Services rendered.

BOOKS FOR REFERENCE:

- | | |
|---|--|
| 1. Income Tax Law and Practice | - Gaur and Narang Kalyani Publishers New Delhi. |
| 2. Income Tax Law and Practice | - Mehrothra Sahitya Bhawan Publication, |
| 3. Income Tax Law and Practice | - Dinkar Pagare Sultan Chand & Company Ltd. |
| 4. Students' Guide to Income Tax | Vinod Singhani Taxman Publications Pvt Ltd New Delhi |
| 5. Indirect taxes - GST and Custom laws | - Dr.R.Parameswaran, CA, P.Viswanathan, Kavin Publications, |

C VI - 26
2019-20

Dr.G.R.D.COLLEGE OF SCIENCE (AUTONOMOUS)
SCHOOL OF COMMERCE & INTERNATIONAL BUSINESS
BACHELOR OF COMMERCE (Information Technology)
(Under Choice Based Credit System)
EFFECTIVE FROM THE ACADEMIC BATCH 2019-2022

SUBJECT CODE:

FIFTH SEMESTER

Core: BUSINESS ETHICS AND CORPORATE SOCIAL RESPONSIBILITY

UNIT I: BUSINESS ETHICS

(Teaching Hours: 13)

Introduction -Meaning –Scope- Types of Ethics –Characteristics- Factors influencing Business Ethics - Importance of Business Ethics-Arguments for and against business ethics Basics of business ethics - Corporate Social Responsibility-Issues of Management -Crisis Management

UNIT II: PERSONAL ETHICS

(Teaching Hours: 13)

Introduction -Meaning -Emotional Honesty -Virtue of humility -Promote happiness -karma yoga – proactive-flexibility and purity of mind.

UNIT III: ETHICS IN MANAGEMENT

(Teaching Hours: 13)

Introduction -Ethics in HRM -Marketing Ethics -Ethical aspects of Financial Management-Technology Ethics and Professional ethics.

UNIT IV: ROLE OF CORPORATE CULTURE IN BUSINESS

(Teaching Hours: 13)

Meaning –Functions –Impact of corporate culture –cross cultural issues in ethics.

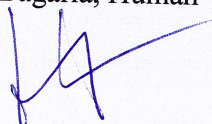
UNIT V: CORPORATE GOVERNANCE

(Teaching Hours: 13)

Meaning, scope, composition of BODs, Cadbury Committee, various committees, reports on corporate governance, scope of Corporate Governance, Benefits and Limitations of Corporate Governance with living examples.

BOOKS FOR REFERENCE:

1. Murthy CSV: Business Ethics and Corporate Governance-Himalaya
2. Bholanath Dutta, S.K. Podder –Corporation Governance.
3. Dr. K. Nirmala, Karunakara Readdy : Business Ethics and Corporate Governance Himalaya
4. H.R. Machiraju: Corporate Governance
5. K. Venkataramana, Corporate Governance
6. N.M. Khandelwal : Indian Ethos and Values for Managers
7. S Prabhakaran; Business ethics and Corporate Governance
8. C.V. Baxi: Corporate Governance
9. R. R. Gaur, R. Sanghal, G. P. Bagaria; Human Values and Professional ethics



C VI - 27
2019-20

Dr.G.R.D.COLLEGE OF SCIENCE (AUTONOMOUS)
SCHOOL OF COMMERCE & INTERNATIONAL BUSINESS
BACHELOR OF COMMERCE (Information Technology)
(Under Choice Based Credit System)
EFFECTIVE FROM THE ACADEMIC BATCH 2019-2022

SUBJECT CODE:

FIFTH SEMESTER
Core – Java Programming

Objective

To enhance the students the knowledge about the operators and syntaxes used in Java programming.

Unit – I

Teaching Hours – 12

Basic concepts of OOP – benefits of OOP – Object Oriented applications of OOP – Data types, variables and arrays – Programs with input, numeric input – type conversion and casting.

Unit - II

Teaching Hours – 14

Operators – Arithmetic operators – Bitwise operators – Relational operators -Boolean operators – Logical operators – Assignment operators- conditional Operators – Control statement – Selection statements – if, switch, iteration statements – while, do while, for, nested loops – jump statements, break, continue, return statements.

Unit – III

Teaching Hours – 14

Class fundamentals – Declaring Objects – Assigning Object Reference Variables – Introducing methods – Constructors – The this keyword – Garbage collection – The finalize () method. Overloading Methods – Objects as Parameters – Arguments Passing – Returning Objects – Recursion – Access Control – Static – Final – Arrays – Nested and Inner Classes – String Class – Command Line Arguments.

Unit – IV

Teaching Hours – 13

Inheritance Basics – Using Super – Creating a Multilevel Hierarchy – When Constructors are called – Method Overriding – Dynamic Method Dispatch – Using Abstract Classes – Using final with Inheritance – The Object Class.

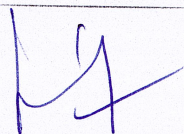
Unit – V

Teaching Hours – 12

Packages – access protection – importing packages – interfaces – applet basics – applet class – applet skeleton – applet initialization & termination – Applet Architecture – simple applet display methods – status window – HTML applet tag.

BOOKS FOR REFERENCE:

1. Internet and Intranet Engineering – Daniel Minoli – Tata McGraw Hill
2. Java – The complete Reference, Patrick Naughton & Herbert Schildt, Tata McGraw Hill.
3. Programming with Java – John R Hubbard – Schuam's Outline Series



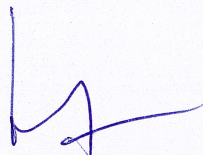
C VI - 28
2019-20

Dr.G.R.D.COLLEGE OF SCIENCE (AUTONOMOUS)
SCHOOL OF COMMERCE & INTERNATIONAL BUSINESS
BACHELOR OF COMMERCE (Information Technology)
(Under Choice Based Credit System)
EFFECTIVE FROM THE ACADEMIC BATCH 2019-2022
SUBJECT CODE:

FIFTH SEMESTER

CORE – Lab –IV - Java Programming

1. Write a -JAVA program to find arithmetic operations using Input statement.
2. Write a JAVA program to find greatest of three numbers from the input list.
3. Create a JAVA program to calculate factorial value for the given number
4. Create a JAVA program to calculate the students' progress details for a semester.
5. Write a JAVA program to calculate the electricity bill calculation for a month.
6. Create a JAVA program for various arithmetic operation using classes.
7. Create a JAVA program to check for a string is PALINDORME or not.
8. Write a JAVA program consist of Inheritance concept for any logic.
9. Write a JAVA program Consist of Applet viewer concept for displaying students' details.
10. Write a JAVA program for calculating the Employee salary for a month.



CVI - 29
2019 - 20

Dr.G.R.D.COLLEGE OF SCIENCE (AUTONOMOUS)
SCHOOL OF COMMERCE & INTERNATIONAL BUSINESS
BACHELOR OF COMMERCE (Information Technology)
(Under Choice Based Credit System)
EFFECTIVE FROM THE ACADEMIC BATCH 2019-2022

SUBJECT CODE:

FIFTH SEMESTER

Elective I- RDBMS AND ORACLE

Objective

To acquaint practical knowledge about creating and manipulating data in database.

UNIT – I

Teaching hours: 12

An overview of Database Management – Introduction – Definition of Database System – Purpose of database-conventional file processing system-Data Abstraction-Database Languages-Database users and administrator-Data dictionary-Data Independence – instances and schema- -Database System Architecture –Three Levels of the Architecture

UNIT – II

Teaching hours: 13

Data Models:Types of data Model-E-R Model-Relational Algebra and calculus: Relational algebra-Relational calculus-Relational Model:SQL-SQL operators-SQL DDL commands-Data constraints

UNIT – III

Teaching hours: 14

SQL DML Queries: Basic Structure-Rename operation-Tuple Variable-string operation-ordering the tuples-Update to the Database-Aggregate function- Set operations-Views- Joins-Group by-Having-stored procedure- Triggers- Control Structures- PL/SQL Cursors and Exceptions:
Cursors – Implicit & Explicit Cursors and Attributes – Cursor FOR loops.

UNIT – IV

Teaching hours: 13

Database Design – Functional Dependencies – Introduction – Basic Definitions – Normalization - First, Second, Third Normal Forms – BOYCE/CODD Normal Form.

UNIT – V

Teaching hours: 13

Introduction to oracle: Basic operations- Oracle Overview and Architecture – Advantages of Oracle - Database Administrator Authentication -Database Administrator Security and Privileges - Data Types – Constraints – Creating Oracle Table – Displaying Table Information – Altering an Existing Table – Dropping, Renaming, Truncating Table – Table Types – Spooling – Error codes

BOOKS FOR REFERENCE:

1. An Introduction to Database Systems – C.J.Date – Addison – Wesley Publications
2. Database Management Systems – Rajesh Narang, Prentice Hall of India Pvt Ltd, NewDelhi.
3. Foundation for Object/Relational Databases – C J Date Hugh Darwen, Addison-Wesley.
4. An introduction to Database system – Bipin C.Desai, Galgotia Publication Pvt. Ltd – NewDelhi.
5. An introduction to Database system – C.J.Date, Naraso Publishing House
6. Abraham Silberschatz, Henry F. Korth, S. Sudharshan, “Database System Concepts”, Tata McGraw Hill,
7. C.J.Date, A.Kannan, S.Swamynathan, “An Introduction to Database Systems”
8. DATABASE SYSTEMS USING ORACLE – Nilesh Shah.

FIFTH SEMESTER
Skill Based Subject – Institutional Training

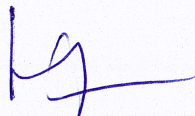
GUIDELINES FOR DOING INSTITUTIONAL TRAINING

OBJECTIVE

This Institutional Training is to be done during the summer break after Semester 4 and is encouraged in order to enable students to gain practical experience in the field of their study. The type of Institutional Training needs to be approved by the Director. A request letter will be given to the student when approaching an organisation for Institutional Training opportunity.

GUIDELINES FOR STUDENTS

1. Every student must do the Institutional Training for a minimum period of 21 days.
2. Students can select only the Private/Public limited companies for their Institutional Training.
3. The Institutional Training can be on the overall functioning of the organization or particularly about the functions of any department.
4. No two students can select the same company/department for doing Institutional Training.
5. Students are required to register with the concerned tutor about the company in which they propose to do the Institutional Training.
6. The students are suggested to choose the nature of the company in which they have interest.
7. A Training Work Diary is to be maintained by the student for recording the day to day Institutional Training activities which is duly signed by the company authorities on a daily basis.
8. Every student must submit the certificate issued by the Company Authorities regarding the successful completion of the Institutional Training attended by the student after the summer vacation.
9. The students must collect all data regarding the performance of the organization/department for the purpose of drafting report after the Institutional Training.
10. The students are advised to contact the respective tutor for any clarification regarding the Institutional Training.



C VI - 31
2019-20

Dr.G.R.D.COLLEGE OF SCIENCE (AUTONOMOUS)
SCHOOL OF COMMERCE & INTERNATIONAL BUSINESS
BACHELOR OF COMMERCE (Information Technology)
(Under Choice Based Credit System)
EFFECTIVE FROM THE ACADEMIC BATCH 2019-2022

SUBJECT CODE:

SIXTH SEMESTER
Core- AUDITING
(100 % Theory)

Objectives:

- To study definition, objectives of auditing, classification and Audit procedures.
- To explain about definition and procedures of Vouching, verifications of Assets and liabilities, Valuation of Assets and liabilities.
- To study Auditors Rights, duties and their Liabilities.

UNIT I

(Teaching Hours:12)

Origin of Auditing - Definition - Difference between auditing and accountancy - objectives of auditing - Types of Errors and Fraud - Advantages and limitations of auditing - Difference between Auditing and investigation - qualification and qualities of an auditor.

UNIT II

(Teaching Hours:14)

Different classes of audit – Mode of audit - Continuous audit - Final audit - Interim Audit - Balance sheet audit - Audit procedure - Planning of audit - Audit Programme - Audit Note book - Audit working papers - Internal control - Internal check and internal audit - Internal check as regards, wages, sales.

UNIT III

(Teaching Hours:11)

Vouching – Definition – objectives – Auditors duties regarding vouching of cash receipts - vouching of cash payments – vouching of credit purchase - vouching of credit sales – vouching of impersonal ledger – outstanding assets and liabilities.

UNIT IV

(Teaching Hours:14)

Verification of assets and liabilities – Definition – objectives – Difference between vouching and verification - valuation of assets and liabilities - meaning – objectives - Auditors position in respect of valuation of assets – plant and machinery – building – stock – debtors - Auditors duties regarding verification and valuation of liabilities - capital – creditors – loans and advances.

UNIT V

(Teaching Hours:14)

Company Audit - Appointment and removal of auditors – Rights, duties and Liabilities of Company auditors - Audit of share capital and share transfer.

BOOKS FOR REFERENCE:

1. Practical Auditing - Tandon, B.N, Sultan Chand & Company ltd, Delhi,
2. Principles and Practice of Auditing, - Dinkar Pagare , Sultan Chand & Sons , New Delhi, .
3. Auditing - Kamal Nath Tata Mcgraw –Hill Publishing Company ltd, New Delhi.
4. Auditing - R C Bhatia Vikas Publishing House Pvt Ltd, Delhi,.
5. Practical Auditing - Dr Radha, Prasanna Publishers,

C VI - 32
2019 - 20

Dr.G.R.D.COLLEGE OF SCIENCE (AUTONOMOUS)
SCHOOL OF COMMERCE & INTERNATIONAL BUSINESS
BACHELOR OF COMMERCE (Information Technology)
(Under Choice Based Credit System)
EFFECTIVE FROM THE ACADEMIC BATCH 2019-2022

SUBJECT CODE:

SIXTH SEMESTER
Core – INTERNET OF THINGS

Objectives:

The main purpose of Internet-connected devices has been to enable people to communicate with each other and to access online data and processes

UNIT I

(Teaching Hours: 13)

Introduction to Internet of Things – Definition & Characteristics of IoT - Key Features - Concepts to Internet of things- -Application of IoT – Advantages and Disadvantages of IoT - Potential and Challenges of IoT– IoT Framework.

UNIT –II

(Teaching Hours: 13)

IoT Architecture -IoT Common uses- IoT Reference Model - Domain Model - Information Model - Functional Model -Communication Model – IoT Hardware – IoT Software –Technology behind IOT- Wireless sensor network technology.

UNIT – III

(Teaching Hours: 13)

IoT Protocols- Types of IoT Connections- Types of IoT Networks- Requirements for IoT Networks- Communication Protocols – Standards – Technologies-Internet of Everything-IoT Devices.

UNIT –IV

(Teaching Hours: 13)

IoT Data and Knowledge management: Introduction – Stream processing in IoT- Challenges and future directions-IoT Robustness and Reliability: IoT Characteristics and Reliability issues-Error Detection & Fault Prevention.

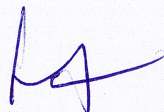
UNIT –V

(Teaching Hours: 13)

Governing IoT: IoT Governance-Applied Internet of Things: Introduction-Scenario-Architecture Overview-Sensors-The Gateway-Data Transmission-RFID in IoT- IoT Security: Security in IoT Protocols and Technologies- Security issues and Solutions.

BOOKS FOR REFERENCE:

1. Internet of Things A to Z: Technologies and Applications, by Qusay F. Hassan, John Wiley & Sons , 2018.
2. Internet of Things: Principles and Paradigms, by Rajkumar Buyya, Amir Vahid Dastjerdi, Elsevier, 2016.
3. Internet of Things By Raj Kamal McGraw-Hill Education, 2017
4. Analytics for the Internet of Things (IoT) By Andrew Minter Packt Publishing Ltd, 2017



SIXTH SEMESTER
Elective II – ENTREPRENEURIAL DEVELOPMENT
(100 % Theory)

Objective: The study helps to understand the functions, types of entrepreneurs, motivating factors and identify the new areas of research and development in entrepreneurial venture.

UNIT I

(Teaching Hours: 14)

Concept of Entrepreneurship – Definition and functions of Entrepreneur –Personality traits of an Entrepreneur - Types of Entrepreneurs – Distinguish between an entrepreneur and a manager – Entrepreneurial Development Programme - Development of Women entrepreneurs and Rural entrepreneurs.

UNIT II

(Teaching Hours: 13)

Creating and leading an Entrepreneurial Organization: Identifying new venture opportunities – Environment scanning – Idea processing and Selection, SWOT and PEST analysis.

UNIT III

(Teaching Hours: 13)

Incentives and subsidies offered by the Central and State Government – Institutional finance to entrepreneurs SFC, SIPCOT, SIDB, – Role of Government and other organizations in entrepreneurial growth.DIC, NSIC, IRCI. Overview of Micro financial institutions.

UNIT IV

(Teaching Hours: 13)

Growth strategy – objectives, stages of growth – types of growth strategy - Entrepreneurial motivation – motivating factors – creativity and innovation – creativity process – components of creativity performance.

UNIT V

(Teaching Hours: 12)

Project management: - Project classifications - Identifications - formulation and design - feasibility analysis - Preparation of Project Report and presentation.

BOOKS FOR REFERENCE:

1. Entrepreneurial Development - Gupta C.B and Srinivasan, N.P, Sultan Chand & Sons, New Delhi.
2. Dynamics of Entrepreneurial Development - Vasant Desai, Himalaya Publishing House, New Delhi.
3. Entrepreneurial Development - S.S.Khanka, S.Chand & Company, New Delhi.
4. Entrepreneurial Development - Gordon & Natarajan, Himalaya Publishing House, New Delhi.
5. Entrepreneurial Development - P Saravanavel, ESS PeeKay Publishing House

SIXTH SEMESTER
Elective III – INVESTMENT MANAGEMENT
(100% THEORY)

Objectives: To examine the types, concepts, and techniques of investment for effective management in the private and government sectors. To understand the various reputed theories on instruments for effective investment management and Mutual Funds.

UNIT I

(Teaching Hours: 13)

Meaning and Definition of Investment – Concepts – Nature and features of Investment – Relationship between Risk & Return – Scope or types of Investment – Types of Investors – Stages in Investment – Difference between Investment, Speculation & Gambling – Types of Speculators in Stock market – Introduction to D-MAT A/C.

UNIT II

(Teaching Hours: 13)

New issue market - meaning, Importance, Functions – Methods of Issuing securities – Reforms in NIM – Stock Exchange – meaning and definition – structure – membership – functions – types of transactions – listing – procedure and condition – advantages – OTCEI – NSE – powers and functions of SEBI.

UNIT III

(Teaching Hours: 13)

Security analysis – meaning – methods – fundamental analysis – economic analysis factors – industry analysis – company analysis, technical analysis – meaning – assumption – tools used – types of charts – Dow theory, efficient market theory – meaning – Weak form, semi-strong form, strong form.

UNIT IV

(Teaching Hours: 13)

Security valuation – common stock – present value approach, one year holding period, multiple year holding, P/E ratio model, Portfolio management – meaning – process – Markowitz model- Assumptions- features – Sharpe's model

UNIT V

(Teaching Hours: 13)

Mutual Funds- Meaning, Definition, Mutual funds Industry in India, Importance of Mutual Funds, Classification of Mutual Funds, Advantages of Investing in Mutual Funds, Mutual funds abroad & in India, Difference between open ended mutual funds and close ended mutual funds, RBI Guidelines.

BOOKS FOR REFERENCE:

1. Investment Management -Bhalla. V.K, S.Chand and Company Ltd, NewDelhi,
2. Investment Management -Preeti Singh, HimalayaPublishing House, Mumbai .
3. Securities Analysis & Portfolio Management- Donald E.Fischer and Ronald J.Jordan, Prentice-Hall of India, New Delhi.
4. Investment Management - Avadhani. V.A, Himalaya Publishing House,Mumbai.
5. Fundamentals of investment Management - V K Bhalla S Chand Group, NewDelhi.
6. Fundamentals of investment Management - V K Bhalla S Chand Group, NewDelhi,
7. Mutual Funds in India – Nalini Prava Tripathy , New Delhi,

C VI - 35
2019-20

Dr.G.R.D.COLLEGE OF SCIENCE (AUTONOMOUS)
SCHOOL OF COMMERCE & INTERNATIONAL BUSINESS
BACHELOR OF COMMERCE (Information Technology)
(Under Choice Based Credit System)
EFFECTIVE FROM THE ACADEMIC BATCH 2019-2022

SUBJECT CODE:

SIXTH SEMESTER
Skill based Subject-HUMAN RESOURCE MANAGEMENT

Objective: To understand the concept of human resource management and to know the various activities relating to personnel function in the organization.

UNIT I

(Teaching Hours – 13)

Meaning and Introduction of Personnel Management - Scope - Objectives – Importance - Principles of Personnel Management –Evolution of personnel management in India . Qualities of personnel manager- Strategic role of personnel manager.

UNIT II

(Teaching Hours – 13)

Personnel policies - Meaning and importance objectives - contents and development of personnel policies - ideal personnel policy - Man power planning – Objectives, process of manpower planning.

UNIT III

(Teaching Hours – 13)

Job analysis - Job description - Job specification – Recruitment – Method, objectives – Selection – Method – Interview techniques.

UNIT IV

(Teaching Hours – 13)

Training – Meaning, purpose, importance, method of training. Development – Meaning, importance, method.

UNIT V

(Teaching Hours – 13)

Industrial relations - Workers participation in management – wage compensation – grievance handling procedures.

BOOKS FOR REFERENCE:

- | | |
|---|--|
| 1. Personnel Management, | - C.B.Memoria Himalaya Publishing House, |
| 2. Personnel Management, | - L.Tripathi , Sultan Chand & Sons, New Delhi, . |
| 3. Personnel Management and Industrial Relations - R S Davar. | Vikas Publishing House (P) Ltd. |
| 4. Human Resource management. | - P.G.Aqunias, Vikas Publishing House(P) Ltd, New Delhi, |
| 5. Organisational Behaviour | - S S Khanka, Kalyani Publications. |

