## S. S. Jain Subodh P.G. (Autonomous) College
### (Economic Administration and Financial Management)
#### B.Com (Pass Course) Scheme of Examinations & Syllabus

### (Semester - I)

<table>
<thead>
<tr>
<th>Paper No.</th>
<th>Nomenclature of the Paper</th>
<th>No. of Hours per week</th>
<th>Theory</th>
<th>Internal</th>
<th>Total</th>
<th>Time (end sem. exam)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>Business Economics</td>
<td>3</td>
<td>70</td>
<td>30</td>
<td>100</td>
<td>3Hrs.</td>
</tr>
<tr>
<td>2.</td>
<td>Banking</td>
<td>3</td>
<td>70</td>
<td>30</td>
<td>100</td>
<td>3Hrs.</td>
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### (Semester - II)

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<tr>
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<th>Total</th>
<th>Time (end sem. exam)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>Managerial Economics</td>
<td>3</td>
<td>70</td>
<td>30</td>
<td>100</td>
<td>3Hrs.</td>
</tr>
<tr>
<td>2.</td>
<td>Public Finance and Financial System in India</td>
<td>3</td>
<td>70</td>
<td>30</td>
<td>100</td>
<td>3Hrs.</td>
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### (Semester - III)

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<tr>
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<th>Internal</th>
<th>Total</th>
<th>Time (end sem. exam)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>Economic Environment in India</td>
<td>3</td>
<td>70</td>
<td>30</td>
<td>100</td>
<td>3Hrs.</td>
</tr>
<tr>
<td>2.</td>
<td>Financial management</td>
<td>3</td>
<td>70</td>
<td>30</td>
<td>100</td>
<td>3Hrs.</td>
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### (Semester - IV)

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<thead>
<tr>
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<th>Internal</th>
<th>Total</th>
<th>Time (end sem. exam)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>International Trade and Finance</td>
<td>3</td>
<td>70</td>
<td>30</td>
<td>100</td>
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<tr>
<td>2.</td>
<td>Business Finance</td>
<td>3</td>
<td>70</td>
<td>30</td>
<td>100</td>
<td>3Hrs.</td>
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### (Semester - V)

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<thead>
<tr>
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<th>Internal</th>
<th>Total</th>
<th>Time (end sem. exam)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>Rural Development and Co-Operation</td>
<td>3</td>
<td>70</td>
<td>30</td>
<td>100</td>
<td>3Hrs.</td>
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<tr>
<td>2.</td>
<td>Business Budgeting</td>
<td>3</td>
<td>70</td>
<td>30</td>
<td>100</td>
<td>3Hrs.</td>
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</tbody>
</table>

### (Semester - VI)

<table>
<thead>
<tr>
<th>Paper No.</th>
<th>Nomenclature of the Paper</th>
<th>No. of Hours per week</th>
<th>Theory</th>
<th>Internal</th>
<th>Total</th>
<th>Time (end sem. exam)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>Economy of Rajasthan</td>
<td>3</td>
<td>70</td>
<td>30</td>
<td>100</td>
<td>3Hrs.</td>
</tr>
<tr>
<td>2.</td>
<td>Project Planning and Control</td>
<td>3</td>
<td>70</td>
<td>30</td>
<td>100</td>
<td>3Hrs.</td>
</tr>
</tbody>
</table>
Examination Question Paper Pattern for all semester Exams

Attempt all questions

<table>
<thead>
<tr>
<th>Section</th>
<th>Questions</th>
<th>Marks Distribution</th>
</tr>
</thead>
<tbody>
<tr>
<td>I</td>
<td>10</td>
<td>10 * 1 Mark - 10</td>
</tr>
<tr>
<td>II</td>
<td>5</td>
<td>5 * 3 Marks - 15</td>
</tr>
<tr>
<td>III</td>
<td>3</td>
<td>3 * 15 Marks - 45</td>
</tr>
</tbody>
</table>

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

UNIT-II
Demand Analysis, Law of Demand, elasticity of demand and its measurement.
Supply and Law of Supply, elasticity of supply.
Utility: Cardinal and Ordinary 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.

Reference Books:
1. Agarwal- Somdeo : Business Economics
2. C. M. Choudhary : Business Economics
3. N. D. Mathur : Business Economics
4. Saraswat-Lodha : Business Economics
5. Sloman : Economics for Business
6. बी.पी. गुप्ता : व्यावसायिक अर्थशास्त्र
7. अग्रवाल, सोमदेव : व्यावसायिक अर्थशास्त्र
8. माधुर, गुप्ता, एवं आभा मोहन : व्यावसायिक अर्थशास्त्र
9. एम.एल. सेठ : अर्थशास्त्र के सिद्धान्त
BACHELOR OF COMMERCE
Subject - Economic administration and financial management
Semester-I
Paper –II : Banking

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 demonetisation.

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

Reference Books :
1. Jat, kansal, Tiwari : Banking & Finance
2. Gupta, Swami : Banking & Finance
3. Khanna, Tiwari, & Jain : Banking & Finance
4. Vasant Desai : Bank Management
5. Suresh : Management of Banking & Financial Services
6. जाट, कंसल एवं तिवारी : बैंकिंग एवं वित्त
7. गुप्ता, माधुर : बैंकिंग एवं वित्त
8. क्षणा, तिवारी एवं जैन : बैंकिंग एवं वित्त
9. खन्ना, तिवारी एवं जैन : बैंकिंग एवं वित्त
10. दीपक अस्वाल : मुद्रा, बैंकिंग, लाभ वित्त एवं अर्थव्यवस्थागत व्यापार
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
Business cycles- theories and phases. Measures to check business cycles.

Reference Books
1. Agarwal : Managerial Economics
2. Petersen, Jain : Managerial Economics
3. Varshney, Maheshwari : Managerial Economics
4. Saraswat, Lodha : Business Economics
5. Agarwal Somdeo : Business Economics
6. N.D. Mathur : Business Economics
7. H.L. Ahuja : Managerial Economics
8. बी.पी. गुप्ता : व्यवसायिक अर्थशास्त्र
9. अग्रवाल, सोमदास : व्यवसायिक अर्थशास्त्र
10. टी.टी. सेठी : मालको अर्थशास्त्र
11. सिह, शर्मा, चौधरी : प्रबंधकीय अर्थशास्त्र
BACHELOR OF COMMERCE
Subject - Economic administration and financial management
Semester-II
Paper- IV: Public Finance and Financial System in India

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

Reference Books
1. Gupta, Swami : Indian Banking & Finance System in India
2. Khanna, Tiwar, Jain : Banking & Finance
3. R.C. Agarwal : Public Finance
4. S.K. Singh : Public Finance, Theory & Practice
5. Varshney, D.K. Mittal : Indian Financial System
6. गुप्ता, स्वामी वशिष्ठ : भारतीय बैंकिंग एवं वित्त व्यवस्था
7. खन्ना, तिवारी, जैन : बैंकिंग एवं वित्त
8. जाट, तिवारी, कन्सल : बैंकिंग एवं वित्त
9. टपडन, मार्क्युर : बैंकिंग एवं वित्त
10. जे.सी. प्रसा : राजस्व
11. जाट, तिवारी, कन्सल : भारतीय बैंकिंग एवं वित्त व्यवस्था
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.

Reference Books
1. Gupta, Swami, Vashistha : Economic Environment in India
2. N.D. Mathur : Economic Environment in India
3. Francis Cherunilam : Business Environment
4. Shaikh : Business Environment
5. गुप्ता, स्वामी वशिष्ठ : भारत में आर्थिक पर्यावरण
6. जाट, भिक्ष्ण, वशिष्ठ : भारत में आर्थिक पर्यावरण
7. एम.पी. सिंह : आर्थिक विकास एवं नियोजन
BACHELOR OF COMMERCE
Subject - Economic administration and financial management
Semester-III
paper- VI : Financial Management

UNIT-I
Financial Management: Meaning, Scope, Importance, Role and Responsibility of Financial manager
Analysis and Interpretation of Financial Statements.
Ratio Analysis: Liquidity, Profitability, Leverage and Activity Ratios.

UNIT-II
Cost-Volume Profit Analysis: P/V Ratio, Break even Analysis, Margin of Safety.
Capitalization: Capital Structure, Trading on Equity.

UNIT-III
Management of Working Capital: Determinates, Sources and Analysis of Working Capital, Estimating
of Working Capital Requirements.
Financial and operating Leverage.

Reference Books
7. I.M. Pandey : Financial Management
8. अग्रवाल, अग्रवाल : वित्तीय प्रबंध
9. एम.आर. अग्रवाल : वित्तीय प्रबंध
UNIT – I

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.

Reference Books
1. S.K. Mathur : International Trade & Finance
2. Rakesh Mohan Joshi : International Business
3. R. Sharma : International Economics
4. टी.एन. माधुर, ममता जैन : अन्तर्राष्ट्रीय बैंकिंग
5. एच.एस. अग्रवाल, सी.एस. पवन : अन्तर्राष्ट्रीय अर्थशास्त्र
6. जे.के. टण्डन : अन्तर्राष्ट्रीय व्यापार एवं वित्त
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.

Reference Books
7. I.M. Pandey : Financial Management
8. अग्रवाल, अग्रवाल : वित्तीय प्रबंध
9. एम.आर. अग्रवाल : वित्तीय प्रबंध
UNIT-I
Concept and significance of rural development. Strategy of rural development: current issues. Rural development administration: rural development agencies. Village level, block level and district level administration of rural development. District rural development agencies

UNIT-II
Rural Development Programmes : Tribal Welfare, woman and child development.
Rural Marketing : Nature, characteristics and the potential of rural marketing in India
Agriculture price determination and commodity Trading

UNIT-III

Reference Books
1. Gupta, Swami : Rural Development & Co-operation
2. C.M. Choudhary : Rural Development & Co-operation
3. Ruddar 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
9. एन.एल. अग्रवाल : भारत में कृषि का अर्थशास्त्र
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.
Types of Budgets: fixed and flexible budget, functional budgets: master budget, sales budget, production budget, cost of production budget, direct material budget, direct labour budget and overhead budget.

UNIT-II

UNIT-III
Cash budgeting: meaning, importance, and forms of cash budget, preparation of cash budget. Zero Base Budgeting. Reporting to management and Information System: External reporting of security markets. Government (Planners/Policy-Matters) and other agencies, Preparation of various performance, reports for presentation to various levels of management, Timeliness, Reliability and Relevance of such reports and their Practical applications.

Reference Books
1. Agarwal, Vijay, Surolia : Business Budgeting
2. M.R. Agarwal : Business Budgeting
3. अगरवाल, विजय, सूरोलिया : व्यावसायिक बजटन
4. ए.आर. अगरवाल : व्यावसायिक बजटन
UNIT-I
Rajasthan’s physiographic, climate, vegetation and soil physical divisions of Rajasthan.
Agriculture: land utilization, cropping pattern, Food and commercial crops, land reforms. Major
irrigation and power projects,
importance of animal husbandry, dairy development Programmes, problems of sheep and goat
husbandry.

UNIT-II
Industry: Growth and location of industries, small scale and cottage industries, industrial export
from Rajasthan. Handicrafts, industrial policy of Rajasthan, fiscal and financial incentives for
industries development of industrial areas.
Drought and Famine in Rajasthan: short term and long term drought management strategies.
Tourism Development: its role in the economy of the state, problems and prospectus, strategy of
tourism development in the state.

UNIT-III
Economic planning and Development in Rajasthan,
Problems of poverty and unemployment in Rajasthan
Mineral resources of Rajasthan.

Reference Books
1. L.N. Nathuramka : Economy of Rajasthan
2. Govt. of Rajasthan : Basic Statistics of Rajasthan
3. एल.एन. नाथुरामका : राजस्थान की अर्थव्यवस्था
4. बी.एल. ओझा : राजस्थान की अर्थव्यवस्था
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.

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