

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

(Economic Administration and Financial Management)

B.Com (Pass Course) Scheme of Examinations & Syllabus

(Semester -I)

Paper No.	Nomenclature of the Paper	No. of Hours per week	Theory	Internal	Total	Time (end sem. exam)
1.	Business Economics	3	70	30	100	3Hrs.
2.	Banking	3	70	30	100	3Hrs.

(Semester - II)

Paper No.	Nomenclature of the Paper	No. of Hours per week	Theory	Internal	Total	Time (end sem. exam)
1.	Managerial Economics	3	70	30	100	3Hrs.
2.	Public Finance and Financial System in India	3	70	30	100	3Hrs.

(Semester - III)

Paper No.	Nomenclature of the Paper	No. of Hours per week	Theory	Internal	Total	Time (end sem. exam)
1.	Economic Environment in India	3	70	30	100	3Hrs.
2.	Financial management	3	70	30	100	3Hrs.

(Semester - IV)

Paper No.	Nomenclature of the Paper	No. of Hours per week	Theory	Internal	Total	Time (end sem. exam)
1.	International Trade and Finance	3	70	30	100	3Hrs.
2.	Business Finance	3	70	30	100	3Hrs.

(Semester -V)

Paper No.	Nomenclature of the Paper	No. of Hours per week	Theory	Internal	Total	Time (end sem. exam)
1.	Rural Development and Co-Operation	3	70	30	100	3Hrs.
2.	Business Budgeting	3	70	30	100	3Hrs.

(Semester - VI)

Paper No.	Nomenclature of the Paper	No. of Hours per week	Theory	Internal	Total	Time (end sem. exam)
1.	Economy of Rajasthan	3	70	30	100	3Hrs.
2.	Project Planning and Control	3	70	30	100	3Hrs.

Examination Question Paper Pattern for all semester Exams

Attempt all questions

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

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

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

BACHELOR OF COMMERCE

Subject - Economic administration and financial management

Semester-I

Paper- I : Business Economics

UNIT-I

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

UNIT-II

Demand Analysis, Law of Demand, elasticity of demand and its measurement.

Supply and Law of Supply, elasticity of supply.

Utility: Cardinal and 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. माथुर, 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 एव तिवारी : बैंकिंग एवं वित्त
7. टडन, माथुर : बैंकिंग एवं वित्त
8. गुप्ता, स्वामी एवं वशिष्ठ : बैंकिंग एवं वित्त
9. खन्ना, तिवारी एव जैन : बैंकिंग एवं वित्त
10. दीपक अग्रवाल : मुद्रा, बैंकिंग, लाके वित्त एव अन्तर्राष्ट्रीय व्यापार

BACHELOR OF COMMERCE
Subject - Economic administration and financial management
Semester-II
Paper- III : Managerial Economics

UNIT-I

Nature and Scope of Managerial Economics.

Major concepts of costs, Revenue Analysis

Price and output determination under different market structures, Perfect competition, Monopoly, Discriminating Monopoly, Imperfect competition, Oligopoly.

UNIT-II

Marginal productivity theory of distribution.

Pricing of Multiple Products.

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

UNIT-III

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

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

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 : व्यावसायिक अर्थशास्त्र
9. अग्रवाल, सोमदवे : व्यावसायिक अर्थशास्त्र
10. टी.टी. सेठी : मक्रो अर्थशास्त्र
11. सिंह, शर्मा, चौधरी : प्रबन्धकीय 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, तिवाड़ी, कन्सल : बैंकिंग एवं वित्त
9. टण्डन, माथुर : बैंकिंग एवं वित्त
10. जे.सी. पन्त : राजस्व
11. जाट, तिवाड़ी, कन्सल : भारतीय बैंकिंग एवं वित्त व्यवस्था

BACHELOR OF COMMERCE
Subject - Economic administration and financial management
Semester-III
Paper- V: Economic Environment in India

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, भिण्डा, 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

Fund Flow Analysis: Changes in Working Capital, Funds from operations, Fund Flow Statement.

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

1. Agarwal, Agarwal : Financial Management
2. M.R. Agarwal : Financial Management
3. Ravi M. Kishore : Financial Management
4. Prasannchandra : Financial Management
5. R.P. Rustagi : Financial Management
6. Khan, Jain : Financial Management
7. I.M. Pandey : Financial Management
8. अग्रवाल, अग्रवाल : वित्तीय प्रबन्ध
9. एम.आर. अग्रवाल : वित्तीय प्रबन्ध

BACHELOR OF COMMERCE
Subject - Economic administration and financial management
Semester-IV
Paper – VII International Trade and Finance

UNIT – I

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

UNIT – II

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

UNIT – III

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

Reference Books

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

BACHELOR OF COMMERCE
Subject - Economic administration and financial management
Semester-IV
Paper –VIII Business Finance

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

1. Agarwal, Agarwal : Financial Management
2. M.R. Agarwal : Financial Management
3. Ravi M. Kishore : Financial Management
4. Prasannchandra : Financial Management
5. R.P. Rustagi : Financial Management
6. Khan, Jain : Financial Management
7. I.M. Pandey : Financial Management
8. अग्रवाल, अग्रवाल : वित्तीय प्रबन्ध
9. एम.आर. अग्रवाल : वित्तीय प्रबन्ध

BACHELOR OF COMMERCE
Subject - Economic administration and financial management
Semester-V
Paper-IX: Rural Development and Co-Operation.

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

Concept of Co-Operation. Principles of Co-Operation, Co-Operative movement in Rajasthan. Co-Operative Marketing, Consumers Co-Operative. A study of Apex Co-Operative Bank and RAJFED.

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

BACHELOR OF COMMERCE
Subject - Economic administration and financial management
Semester-V
Paper –X: Business Budgeting

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

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

Performance Budgeting: The concept, Evolution and its applicability to Government and business with special reference to India. Steps in the preparation of Performance Budgets, limitations of performance budgeting in India.

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

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

UNIT-III

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

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. अग्रवाल, विजय, सुरोलिया : व्यावसायिक बजटन
4. एम.आर. अग्रवाल : व्यावसायिक बजटन

BACHELOR OF COMMERCE
Subject - Economic administration and financial management
Semester-VI
Paper-XI: Economy of Rajasthan

UNIT-I

Rajasthan's physiographic, climate, vegetation and soil physical divisions of Rajasthan.

Population: size and growth Rural and urban Population.

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. नाथूरामका : राजस्थान की अर्थव्यवस्था

4. बी.एल. ओझा : राजस्थान की अर्थव्यवस्था

BACHELOR OF COMMERCE
Subject - Economic administration and financial management
Semester-VI
Paper -XII : Project Planning and Control

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