

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

## **MASTER OF COMMERCE**

**Subject - Economic administration and financial management**

**Semester-I**

**MEAFM :101 - Economic Analysis**

### **UNIT-I**

Meaning of Economics Analysis, Economic Problem & functions of Economic System.

Firm and its objectives, Theories of the firm, Managerial theories: behavioral approaches, growth theories, Satisfying theory etc. Relevance of profit maximization in the modern context.

Consumer Behavior, Indifference curve analysis. Slutsky's analysis of demand. Revealed preference theory of attributes, Snob appeal, Band Wagon Effect and the demand function. Demand for durable goods.

### **UNIT-II**

Cost function: Classification of costs, short run and long run cost functions, Economies and diseconomies of scale, economies of scope, Estimation of cost function, Problem of estimating cost and production functions, Duality between production and cost function Efficiency and the firm.

Price and output relationship under different market structures: Perfect Competition, Monopoly, Discriminating Monopoly, Monopolistic competition, oligopoly, Social cost of Monopoly, regulatory aspects of monopoly.

### **UNIT-III**

Pricing practices: Economics of advertisement costs. Barrier to entry, Basic pricing, Transfer Pricing, Dumping and other practices, Pricing and wages, Minimum wage and price structure.

Factor pricing: Elements of factor pricing, Wages, Demand and supply of factors of production.

Technological change and the global market economy: Impact of technology and Technological environmental forecasting.

Reference Books :

1. M.L. Seth : Principles of Economics
2. H.L. Ahuja : Modern Economics
3. D.N. Dwivedi : Principles of Economics
4. H.S. Agarwal : Economics Analysis
5. Sloman : Economics
6. अग्रवाल, गोपाल सिंह : आर्थिकविश्लेषण
7. एम. एल. सेठ : अर्थशास्त्र के सिद्धान्त

**MASTER OF COMMERCE**  
**Subject - Economic administration and financial management**  
**Semester-I**  
**MEAFM : 102 - FINANCIAL MANAGEMENT**

**UNIT-I**

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

**UNIT-II**

Fund Flow Analysis: Change in Working Capital, Fund from operation, Fund Flow Statement.  
Cost-Volume Profit Analysis: 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. Ravi M Kishore : Financial Management
2. Khan, Jain : Financial Management
3. Kapil : Financial Management
4. S.N. Maheshwari : Financial Management
5. P.C. Tulsian : Financial Management
6. Kapil : Fundamentals of Financial Management
7. R.P. Rustagi : Financial Analysis & Financial Management
8. अग्रवाल एवंअग्रवाल : वित्तीय प्रबंध
9. एम. आर. अग्रवाल : वित्तीय प्रबंध

**MASTER OF COMMERCE**  
**Subject - Economic administration and financial management**  
**Semester-I**  
**MEAFM : 103 - 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.

Business Budgets: Surplus budgets, Deficit Budgets and its limitations in Public/Private sector Institutions. 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. Budget as an instrument of corporate planning; Framing of Government and Business 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: Financial Forecasting and Investment Decisions, 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. M.R. Agarwal : Business Budgeting
2. Agarwal, Vijay & Suroliya : Business Budgeting
3. एम. आर. अग्रवाल : व्यावसायिक बजटन
4. अग्रवाल, विजय एवं सुरोलिया : व्यावसायिक बजटन

**MASTER OF COMMERCE**  
**Subject - Economic administration and financial management**  
**Semester-I**  
**MEAFM : 104 - Public Finance**

**UNIT-I**

Nature and scope of Public Finance. The expanding public budgets. Role of Public Finance in augmenting allocative efficiency distributive justice and economic stability in the economy. The theory of functional and fiscal policy of developing economics. Resources Mobilization.

The theory of Public Expenditure, Functional and economic classification of public expenditure, Effects of Public Expenditure on production and distribution, Major trends in public expenditure in India.

**UNIT-II**

Public Revenue, Functional and economic classification of public revenue. The Principles of taxation, Canons of Taxation, the incidence of taxation under monopoly and perfect competition, Effects of Taxation, Measurement of degree of progression of taxes. Overall progressiveness of the whole tax system.

**UNIT-III**

Theory of Federal Finance, Financial Relation between Central and State Government in India. Major criteria for transfer of funds. Adequacy of Revenue in relation to functions of State Government. Salient features of Indian Tax system, Major taxes at Central, State and Local Levels, Main trends in the revenues of the Central and State Governments in India.

Salient features of State Finance in Rajasthan since 1956 growth and distribution of revenue and expenditure under major economic heads, Burden of debt to the center overdrafts.

Reference Books :

1. H.L. Bhatia : Public Finance
2. R.L. Agarwal : Public Finance
3. R. N. Bhargava : Indian Public Finance
4. S. K. Singh : Public Finance in Theory & Practice
5. पन्त एवं जोशी : राजस्व
6. पी. एन. गौतम : वित्त प्रशासन
7. टी.टी. सेठी : समष्टि अर्थशास्त्र एवं लोक-वित्त

**MASTER OF COMMERCE**  
**Subject - Economic administration and financial management**  
**Semester-II**  
**MEAFM : 201 - Managerial Economics**

**UNIT-I**

Meaning, Nature and Scope of Managerial Economics, Role and responsibilities of managerial economist. Fundamental Concepts of Managerial Economics. Theory of the Firm and the Role of Profit. Demand Forecasting: Need and importance. Steps in Demand Forecasting and Demand Forecasting Techniques for Established as well as New Products.

**UNIT-II**

The New Economy: Definition, characteristics and Rules of the Game. Fiscal Policy Inflation. Concept, Components and Measurement of National income. Social Accounting, National Income and Economic welfare.

**UNIT-III**

Concept of Linear Programming and its applicability in economic analysis. Business cycles various theories of business cycles along with recent trends. Theory of Employment and income-classical and Keynesian Approaches. Consumption and investment functions and their applicability in ease of developing Economics.

Reference Books

1. H.L. Ahuja : Managerial Economics
2. Agarwal : Managerial Economics
3. N.D. Mathur : Managerial Economics
4. Beg, Dash : Managerial Economics
5. D.N. Dwivedi : Micro Economics, Theory & Application
6. N.G. Mankiw : Principles of Economics
7. सिंह, शर्मा, चौधरी : प्रबन्धकीय अर्थशास्त्र

**MASTER OF COMMERCE**  
**Subject - Economic administration and financial management**  
**Semester-II**  
**MEAFM : 202 - Financial Analysis & Control**

**UNIT-I**

Financial Analysis: Meaning, Objectives, Importance and Limitations.  
Sources of Supply of Funds in India: Short Term, Medium Term and Long Term.  
Financial Planning and forecasting.  
Effects of New Financing on Shareholders income risk and control.

**UNIT-II**

Cash Flow Statement. Sources and uses of cash.  
Cost-Volume Profit Analysis: Break even Analysis, Margin of Safety.  
Management and Control of Investment in Inventories, Receivables and Cash.  
Management of Securities: Underwriting Arrangements, timing and pricing of issue, Right Issue.

**UNIT-III**

Cost of Capital and its Computation.  
Management of Income: Retained Earnings and dividends policies, bonus issue.

Reference Books

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

**MASTER OF COMMERCE**  
**Subject - Economic administration and financial management**  
**Semester-II**  
**MEAFM : 203- Project Planning & Control.**

**UNIT-I**

Project management: Definition, function, evolution of Project Management, traditional management v/s project management.

Defining Project its objectives, Identification, Project Classification.

Project planning- planning fundamentals, project master plan, Importance and techniques of project planning. Essentials of Good project planning. Project Life Cycle, project contracting.

**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, Probability Approach, Standard Deviation, coefficient 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. M.R. Agarwal : Project Planning & Control
2. Agarwal, Mishra : Project Planning & Control
3. VasantDesai : Project Planning
4. PrasanChandra : Project Planning Analysis
5. B.B.Goyal : Project Maagement
6. एम.आर. अग्रवाल : परियोजना नियोजन एवं नियन्त्रण

**MASTER OF COMMERCE**  
**Subject - Economic administration and financial management**  
**Semester-II**  
**MEAFM : 204 - Financial System in India**

**UNIT-I**

Concept of Financial System; Significances and Organization. Economic Development and Financial System. Liberalization of the Indian Financial System.

Money Market: Emerging Structure of Indian Money Market; Instruments of Money Market; Money Mutual Funds – An Overview and RBI's Regulatory Guidelines.

Commercial Banks – Role in Industrial Finance and Working Capital Finance. Analysis of Assets and Liabilities of Scheduled Commercial Banks.

**UNIT-II**

Capital Market: Concept, Structure and Functions of Capital Market; Primary Market- Instruments of Issue and Methods of Flotation; Secondary Market – Concept, Market Players, Trading System and Settlement.

Institutional Structure – Indian Financial Institution: Development Banks- IFCI, ICICI, SFCs and IDBI: Investment Institution – UTI and other Mutual Funds; Insurance Organization- Life Insurance Corporation of India.

**UNIT-III**

International Financial Institutions: Organization, Management; Functions and working of International Financial Institutions- International Monetary Fund (IMF), International Banks of Reconstructions and Development (IBRD). International Development Agency (IDF), and Asian Development Banks (ADB).

Reference Books

1. Varshney, D.K. Mittal : Indian Financial System
2. Pathak : The Indian Financial System
3. Siddaiah : Financial Services
4. मिश्र, पुरी : भारतीय अर्थव्यवस्था
5. ए.एन. अग्रवाल : भारतीय अर्थव्यवस्था
6. रुद्रदत्त, सुन्दरम : भारतीय अर्थव्यवस्था