



Anekant Education Society's

**Tuljaram Chaturchand College of Arts, Science & Commerce,
Baramati**

(Empowered Autonomous)

Three/Four Year Honours/Honours with Research B. Com Degree

Program in Business Administration

(Faculty of Commerce and Management)

CBCS Syllabus

T.Y.B.Com (Business Administration)

For Department of Commerce

Choice Based Credit System Syllabus

(2024 Pattern)

(As Per NEP -2020)

To be implemented from Academic Year 2026-27

Title of the Programme: T.Y.B.Com (Business Administration)**Preamble**

AES's Tuljaram Chaturchand College has decided to change the syllabus of various faculties from June, 2023 by taking into consideration the guidelines and provisions given in the National Education Policy (NEP), 2020. The NEP envisions making education more holistic and effective and to lay emphasis on the integration of general (academic) education, vocational education and experiential learning. The NEP introduces holistic and multidisciplinary education that would help to develop intellectual, scientific, social, physical, emotional, ethical and moral capacities of the students. The NEP 2020 envisages flexible curricular structures and learning based outcomes for the development of the students. The credit structure and the courses framework provided in the NEP are nationally accepted and internationally comparable.

The rapid changes in commerce and management and new approaches in different areas of business administration related subjects, Board of Studies in Business Administration of Tuljaram Chaturchand College, Baramati - Pune has prepared the syllabus of FYB.Com Business Administration Semester - I under the Choice Based Credit System (CBCS) by following the guidelines of NEP 2020, NCeF, NHEQF, Prof. R.D. Kulkarni's Report, GR of Gov. of Maharashtra dated 20th April, 16th May 2023 and 13th March, 2024 and Circular of SPPU, Pune dated 31st May 2023 and 2nd May, 2024.

A Business Administration degree equips students with the knowledge and skills necessary for a diverse range of fulfilling career paths. Graduates in business administration find opportunities in various fields, including corporate, manufacturing, service, banking, insurance, accounting and taxation etc. and many other domains. Throughout their three-year or four year degree program, students explore the theoretical and practical skills across different scales, from local to global. They learn to identify and apply practical skills in their professional and personal life and understand problem solving skills in their professional life. The curriculum also delves into the intricate relationship between theoretical knowledge and practical knowledge. Students specializing in business administration gain an understanding of the processes that day to day administration of business and several activities of business. By acquiring these comprehensive skills and knowledge, graduates are well-prepared to embark on rewarding careers that contribute to a better understanding of corporate world and address the challenges of ever-changing globalized scenario.

Overall, revising the business administration syllabus in accordance with the NEP 2020 ensures that students receive an education that is relevant, comprehensive, and prepares them to navigate the dynamic and interconnected business world of today. It equips them with the knowledge, skills, and competencies needed to contribute meaningfully to society and pursue their academic and professional goals in a rapidly changing global business landscape.

Programme Specific Outcomes (PSOs)

- PSO1. Problem Analysis:** Demonstrate the ability to analyze physical and cultural problems in both rural and urban business environments and propose effective solutions.
- PSO2. Socio-economic Survey Project:** Possess the skills necessary to conduct administrative survey projects, enabling them to assess the development status of specific business administration groups at local to global level.
- PSO3. Individual and Teamwork:** Effectively collaborate as individuals and as members or leaders in diverse teams and multidisciplinary settings in business administration.
- PSO4. Application of Modern Techniques:** Apply various modern techniques for business planning and controlling.
- PSO5. Application of New Technologies:** Learn to apply new communication technologies in modern business administrative world.
- PSO6. Critical Thinking:** Demonstrate the ability to understand and address critical issues in business administration.
- PSO7. Development of Practical Skills:** Through field experiences, students will develop strong practical skills and the ability to identify administrative problems in business locations.
- PSO8. Human perception and behaviour:** Learning human perception and behaviour to acquire the administrative knowledge over time, is essential to improve decision making process.
- PSO9. Effective Citizenship:** Exhibit empathetic social concern, an equity-centered approach to national development, and actively engage in civic life through volunteering.
- PSO10. Management Skills:** Understand and apply management principles to their work, functioning effectively as individuals and as members or leaders in diverse, multidisciplinary teams.
- PSO.11 Ethics:** Recognize different value systems, including their own, understand the moral dimensions of their decisions, and take responsibility for their actions.
- PSO12. Environmental Ethics and Sustainability:** Comprehend the societal and environmental impact of their knowledge and exhibit an understanding of the need for sustainable development.
- PSO13. Identification of critical problems and issues:** Detection and identification of the critical problems and spatial issues are essential for sustainable development of the business.

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Tuljaram Chaturchand College, Baramati
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**Board of Studies (BOS) in Business Administration, Law and
International Business**

From 2025-26 To 2027-28

Sr. No.	Name of Member	Designation
1.	Dr. Pawar Janardhan Kundlikrao Head & Assistant Professor, Department of Commerce, T. C. College, Baramati.	Chairperson
2.	Dr. Shah Niranjana Ramesh Assistant Professor, Department of Commerce, T. C. College, Baramati	Member
3.	Dr. Bale Vivek Anil Assistant Professor, Department of Commerce, T. C. College, Baramati	Member
4.	Dr. Badve Megha Rajesh Assistant Professor, Department of Commerce, T. C. College, Baramati	Member
5.	Dr. Pathan Reshma Mohiddin Assistant Professor, Department of Commerce, T. C. College, Baramati	Member
6.	Dr. Gore Dinesh Sambhaji Assistant Professor, Department of Commerce, T. C. College, Baramati	Member
7.	Ms. Borawake Shweta Assistant Professor, Department of Commerce, T. C. College, Baramati	Member
8.	Dr. Bhosale Manisha B. Assistant Professor, Department of Commerce, T. C. College, Baramati	Member
9.	Mr. More Ravindra S. Assistant Professor, Department of Commerce, T. C. College, Baramati	Member
10.	Ms. Vhora Puja A. Assistant Professor, Department of Commerce, T. C. College, Baramati	Member
11.	Ms. Gawade Apeksha S. Assistant Professor, Department of Commerce, T. C. College, Baramati	Member
12.	De. Ravi Ahuja, Assistant Professor, Department of Retail Management, SPPU, Pune	Vice-Chancellor Nominee Subject Expert from SPPU, Pune
13.	Dr. Suyog Arunrao Amrutrao	Subject Expert from Outside

	Director, Dr. BAMU, Sub-Campus, Dharashiv	the Parent University
14.	Dr. Jagtap Shrinivas Subhash Associate Professor, H.N. College of Commerce, Solapur	Subject Expert from Outside the Parent University
15.	CS Joshi Shardul Company Secretary, Pune	Representative from industry/corporate sector/allied areas
16.	Dr. Pawar Sudarshan Assistant Professor, Shri. Balaji University, Pune	Member of the College Alumni
17.	Ms. Dhandwate Shravani Student Representative	UG Student
18.	Ms. Shweta Housing Student Representative	PG Student

Course and Credit Distribution Structure for B.Com (Business Administration) 2025-26

Level/ Difficulty	Sem	Subject DSC-1				Subject DSC-2	Subject DSC-3	GE/OE	SEC	IKS	AEC	VEC	CC	Total
4.5/100	I	4(T)				4(T)	4(T)	2(T)	2 (T)	2(T) (Generic)	2(T)	2(T)	--	22
	II	4(T)				4(T)	4(T)	2(T)	2 (T)	--	2(T)	2(T)	2(T)	22
Exit option: Award of UG Certificate in Major with 44 credits and an additional 4 credits core NSQF course/Internship OR Continue with Major and Minor Continue option: Student will select one subject among the (subject 1, subject 2 and subject 3) as major and other as minor and third subject will be dropped.														
Level/ Difficulty	Sem	Credits Related to Major				Minor	--	GE/OE	SEC	IKS	AEC	VEC	CC	Total
		Major Core	Major Elective	VSC	FP/OJT/CE P/RP									
5.0/200	III	6(T)	--	2 (T)	2(FP)	4(T)	--	2(T)	--	2(T)	--	2(T)	22	
	IV	6(T)	--	2 (T)	2(CEP)	4(T)	--	2(T)	2 (T)	--	2(T)	--	2(T)	22
Exit option: Award of UG Diploma in Major and Minor with 88 credits and an additional 4credits core NSQF course/Internship OR Continue with Major and Minor														
5.5/300	V	12(T)	4(T)	2 (T)	2(FP/CEP)	2(T)	--	--	--	--	--	--	22	
	VI	12(T)	4(T)	2 (T)	4 (OJT)	--	--	--	--	--	--	--	22	
Total 3Years		44	8	8	10	18	8	8	6	4	8	4	6	132
Exit option: Award of UG Degree in Major with 132 credits OR Continue with Major and Minor														
6.0/400	VII	10 (T)	4(T)	--	4(RP)	4(RM)(T)	--	--	--	--	--	--	22	
	VIII	10 (T)	4(T)	--	6(RP)	--	--	--	--	--	--	--	22	
Total 4Years		64	16	8	22	22	8	8	6	4	8	4	6	176
Four Year UG Honours with Research Degree in Major and Minor with 176 credits														
6.0/400	VII	10 (T)	4(T)	--	--	4(RM) (T)	--	--	--	--	--	--	22	
	VIII	10 (T)	4(T)	--	4 (OJT)	--	--	--	--	--	--	--	22	
Total 4Years		72	16	8	14	22	8	8	6	4	8	4	6	176
Four Year UG Honours Degree in Major and Minor with 176 credits														
T = Theory P = Practical DSC = Discipline Specific Course OE = Open Elective SEC = Skill Enhancement Course IKS = Indian Knowledge System AEC = Ability Enhancement Course VEC = Value Education Course CC = Co-curricular Course VSC= Vocational Skill Course OJT= On Job Training CEP= Community Engagement Project FP= Field Project RP= Research Project														

T.Y.B.Com. Business Administration
NEP-2020

Course Structure for T.Y. B.Com. Business Administration (2024 Pattern) Semester V and VI

Sem	Course Type	Course Code	Course Title	Theory/ Practical	Credits
V (5.5)	Major Mandatory	COM-301-MRM (A)	Advanced Accounting I	Theory	04
		COM-301-MRM(B)	Introduction to Modern Marketing	Theory	04
		COM-301-MRM(C)	Modern Business Dynamics	Theory	04
		COM-301-MRM(D)	Cost Accounting Systems and Applications	Theory	04
		COM-301-MRM(E)	Quantitative Techniques – I	Theory	04
		COM-301-MRM(F)	Banking Law and Practices I	Theory	04
		COM-302-MRM (A)	Financial Audit	Theory	04
		COM-302-MRM(B)	Basics of Marketing Strategy	Theory	04
		COM-302-MRM(C)	Office Management	Theory	04
		COM-302-MRM(D)	Cost Management and Decision Making	Theory	04
		COM-302-MRM(E)	Probability and Distribution Theory	Theory	04
		COM-302-MRM(F)	International Economics I	Theory	04
		COM-303-MRM	Mercantile Laws	Theory	04
	Major Elective (MJE)	COM-305-MJE(A)	Customer Relationship Marketing	Theory (Any one)	04
		COM-305-MJE(B)	Management Techniques		
	On Job Training (OJT)	COM-306-OJT	On Job Training	Theory	02
	Minor	COM-307-MN(A)	Service Sector Accounting	Theory	02
		COM-307-MN(B)	Tourism Marketing	Theory	02
		COM-307-MN(C)	Disaster Management	Theory	02
		COM-307-MN(D)	Cost Accounting Methods and Cost Control	Theory	02
COM-307-MN(E)		Quantitative Techniques	Theory	02	
COM-307-MN(F)		Introduction of Indian Economy	Theory	02	
Total Credits Semester-V					22
VI	Major	COM-351-MRM(A)	Advanced Accounting II	Theory	04

(5.5)	Mandatory	COM-351-MRM(B)	Modern Marketing	Theory	04
		COM-351-MRM(C)	Functional Management	Theory	04
		COM-351-MRM(D)	Cost Accounting Systems and Strategies Pricing	Theory	04
		COM-351-MRM(E)	Quantitative Techniques – II	Theory	04
		COM-351-MRM(F)	Banking Law and Practices II	Theory	04
		COM-352-MRM(A)	Direct Tax	Theory	04
		COM-352-MRM(B)	Marketing Strategies in Modern Marketing	Theory	04
		COM-352-MRM(C)	Small Business Management	Theory	04
		COM-352-MRM(D)	Cost Audit and Cost Control Techniques	Theory	04
		COM-352-MRM(E)	Distribution theory and Testing of Hypothesis	Theory	04
		COM-352-MRM(F)	International Economics II	Theory	04
		COM-353-MRM	Business Laws	Theory	04
	Major Elective (MJE)	COM-355-MJE(A)	Green Marketing	Theory (Any one)	04
		COM-355-MJE(B)	Organization Management		
	Vocational Skill Course (VSC)	COM-356-VSC	Entrepreneurship Development	Theory	04
Field Project	COM-357-FP	Field Project	Practical	02	
Total Credits Semester-VI				22	
Total Credits Semester-V+ VI				44	

**CBCS Syllabus as per NEP 2020 for T.Y. B.Com. Semester V
(2024 Pattern)**

Programme	: B.Com.
Programme Code	: UCCO
Class	: T.Y. B.Com
Semester	: V
Course Type	: Major Mandatory (Theory)
Course Code	: COM-301-MRM (C)
Course Title	: Modern Business Dynamics
No. of Credits	: 04
No. of Teaching Hours	: 60

Course Objectives:

1. To develop general awareness of business among the students.
2. To understand the various concepts and terminologies of business.
3. To have a comprehensive understanding about the existing law in relation to the business and business activities.
4. To create awareness among the students about productivity and measures of productivity.
5. To acquaint the students business strategies and its implementation. .
6. To understand the difference between merger and acquisition.
7. To apprise the students of new concepts involving in business.

Course Outcomes:

By the end of the course, students will be able to:

CO1: Impart the knowledge of basic definitions and terminologies of business.

CO2: Know about different elements of business.

CO3: Aware about the recent trends in the business and its applications.

CO4: Instils the knowledge about the different types of acts and laws applicable to business.

CO5: Impart the knowledge of importance of business strategic aspects and its day to day application.

CO6: Know about the platforms of business strategies used in the business.

CO7: Acquaint with the use and importance with the new terms under business.

Topics and Learning Points**UNIT 1: Introduction****15 Lectures**

- 1.1.Introduction and Concept of Business
- 1.2.Evolution of Business
- 1.3.Different business activities
- 1.4.Understanding Business, and Emerging markets

UNIT 2: Business Dynamics**15 Lectures**

- 2.1. Business and Economy, Micro and Macroeconomics
- 2.2. Different types of economic systems
- 2.3. Indian economy and Business today
- 2.4. Dynamics of Business environment, Economic, Political, legal

UNIT 3: LPG Models**15 Lectures**

- 3.1. Globalization, definition and Features
- 3.2. Liberalization: Concepts and features
- 3.3. Impact. Privatization: Concepts and features, Benefits, Criticism
- 3.4. Multinational corporation: Definition, Types and features

UNIT 4: Franchising, Outsourcing and Social Responsibility**15 Lectures**

- 1.1.Franchising: Types, Challenges. Network Marketing, Practical session
- 1.2.Outsourcing: BPO's and KPO's, E- Commerce and E- Business
- 1.3.Social Responsibility: Evolution,
- 1.4.Areas of social responsibility: Towards employees, Customers, Investors, community and environment

References:

1. Vijay Kumar Kaul(2011) Business Organization and Management By: (Pearson's Publications)
2. Karen Collins (2013) Exploring Business
3. Brown & Clow (2014)Introduction to Business

Mapping of Program Outcomes with Course Outcomes

Class: T.Y.B.Com Sem V

Subject: Modern Business Dynamics

Course: Modern Business Dynamics

Course Code: COM-301-MRM (C)

Weightage: 1= weak or low relation, 2= moderate or partial relation, 3= strong or direct relation

Programme Outcomes (POs)															
Course Outcomes	PO 1	PO 2	PO 3	PO 4	PO 5	PO 6	PO 7	PO 8	PO 9	PO 10	PO 11	PO 12	PO 13	PO 14	PO 15
CO 1	3	2													
CO 2															
CO 3			3												
CO 4				3					2	2		3			
CO 5			2								3		3		
CO 6					2		3	3						2	
CO 7						3									

Justification for the Mapping

PO1: A Fundamental Knowledge and Coherent Understanding

CO1: Students will describe the concepts related to operational aspects of business in their day to day life or professional life.

PO2: Procedural Knowledge for Skill Enhancement

CO1: Students will apply their knowledge of different techniques of operational aspects of business such for data collection and analysis by them in an organization.

PO3: Critical Thinking and Problem-Solving Skills

CO3: Students will apply provisions of operational aspects of business effectively, analyse the concepts and participate in healthy arguments and portray skill in management.

PO4: Communication Skills

CO4: Students will implement the various provisions of operational aspects of business related to business and business activities applicable according to the need of the business organization in the day to day practices.

PO5: Analytical Reasoning Skills

CO6: Students will apply various terminologies of provisions of operational aspects of business in the practice of management of the business.

PO6: Innovation, Employability and Entrepreneurial Skills

CO7: Students will direct, plan and formulate and analyse the provisions of operational aspects of business which is implemented in the business organization and provide the feedback accordingly.

PO7: Multidisciplinary Competence

CO6: Students will apply knowledge of provisions of operational aspects of business to apply these with a sense of responsibility within the workplace and community at a large.

PO8: Value Inculcation through Community Engagement

CO6: Students will apply procedural operational aspects of business and an ability to apply these with a sense of responsibility within the workplace.

PO9: Traditional Knowledge into Modern Application

CO4: Students will implement the various operational aspects of business applicable according to the need of the business organization in the day to day practices.

PO10: Design and Development of System

CO5: Students will direct, plan and formulate and analyse the day to day strategies which is implemented in the company law of business organization and provide the feedback accordingly.

PO11: Ethical and Social Responsibility

CO5: Students will direct, plan and formulate and analyse the required strategies which is implemented in the business organization in production and operations.

PO12: Research-Related skills

CO4: Students will implement the various operational aspects of business applicable according to the need of the business organization in the day to day practices.

PO13: Teamwork:

CO5: Students will formulate and analyse the required principles of operational aspects of business procedure which is implemented in the business organization.

PO14: Area Specific Expertise

CO6: Students will apply operational aspects of business related knowledge of managerial ethics and research ethical standards and an ability to apply these with a sense of responsibility within the workplace and community at a large.

PO15: Environmental Awareness

CO6: The students should be able to manage and controls to reduce and eliminate environmental risk with the help of operational aspects of business.

**CBCS Syllabus as per NEP 2020 for T.Y. B.Com. Semester V
(2024 Pattern)**

Name of the Programme	: B.Com.
Programme Code	: UCCO
Class	: T.Y. B.Com
Semester	: V
Course Type	: Major Mandatory (Theory)
Course Code	: COM-302-MRM (C)
Course Title	: Office Management
No. of Credits	: 04
No. of Teaching Hours	: 60

Course Objectives:

1. To introduce the concept, functions, and importance of an office in modern business organizations.
2. To develop an understanding of office management and the role and responsibilities of an office manager.
3. To make familiarize with the principles of effective office management and administration.
4. To understand office systems, routines, procedures, and the significance of office manuals.
5. To provide knowledge about office accommodation, layout, and environmental factors affecting efficiency.
6. To get acquainted with office machines, equipment, furniture, and their effective utilization.
7. To develop an understanding of office services management, including communication, correspondence, forms, and stationery control.

Course Outcomes:**By the end of the course, students will be able to:**

- CO1. Define the concept of an office and explain its functions and importance in modern business.
- CO2. Describe the scope of office management and analyse the duties and qualities of an effective office manager.
- CO3. Apply principles of office management to improve organizational efficiency and productivity.
- CO4. Identify and evaluate office systems, routines, procedures, and the use of office manuals.
- CO5. Assess office accommodation, layout, and environmental conditions for effective office operations.

CO6. Select and use appropriate office machines, equipment, and furniture based on organizational needs.

CO7. Demonstrate knowledge of office services management, including communication, correspondence, forms, stationery, and supplies control.

Topics and Learning Points

UNIT1: Introduction to Office (15 Lectures)

1.1. Concept of office - Definition of an office, Functions of office, Importance of office to modern business

1.2. Office management

1.3. Office manager

1.4. Principles of office management

UNIT2: Office Systems and Routines (15 Lectures)

2.1. Meaning and characteristics of office systems

2.2 Principles of office systems

2.3. Office routines and procedures

2.4. Need and types of office manuals

UNIT3: Office Environment (15 Lectures)

3.1. Office accommodation

3.2. Office layout

3.3. Office environment

3.4. Office machines, equipment and furniture

UNIT 4: Services Management (15 Lectures)

4.1. Office communication

4.2. Office correspondence

4.3. Office forms

4.4 Office stationery and supplies

References:

1. Office Management by P.K. Ghosh (Sultan Chand & Sons).
2. Office Management by R.K. Chopra (Himalaya Publishing House).
3. Modern Office Management by J.N. Jain.
4. Principles of Office Management by R.C. Bhatia.
5. Office Management & Secretarial Practice by Dr. I.M. Sahai.
6. Office Organisation and Management by S.P. Arora.
7. Administrative Office Management by K. Quible.
8. Textbook of Office Management by Leffingwell and Robinson.

Mapping of Program Outcomes with Course Outcomes**Class: T.Y.B.Com Sem V****Subject: Office Management****Course: Office Management****Course Code: COM-302-MRM (C)**

Weightage: 1= weak or low relation, 2= moderate or partial relation, 3= strong or direct relation

Programme Outcomes (POs)															
Course Outcomes	PO1	PO2	PO3	PO4	PO5	PO6	PO7	PO8	PO9	PO10	PO11	PO12	PO13	PO14	PO15
CO 1	3	2													
CO 2															
CO 3			3												
CO 4				3					2	2		3			
CO 5			2								3		3		
CO 6					2		3	3						2	
CO 7						3									

Justification for the Mapping**PO1: A Fundamental Knowledge and Coherent Understanding**

CO1: Students will describe the concepts related to operational aspects of business in their day-to-day life or professional life.

PO2: Procedural Knowledge for Skill Enhancement

CO1: Students will apply their knowledge of different techniques of operational aspects of business such for data collection and analysis by them in an organization.

PO3: Critical Thinking and Problem-Solving Skills

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PO4: Communication Skills

CO4: Students will implement the various provisions of operational aspects of business related to business and business activities applicable according to the need of the business organization in the day-to-day practices.

PO5: Analytical Reasoning Skills

CO6: Students will apply various terminologies of provisions of operational aspects of business in the practice of management of the business.

PO6: Innovation, Employability and Entrepreneurial Skills

CO7: Students will direct, plan and formulate and analyse the provisions of operational aspects of business which is implemented in the business organization and provide the feedback accordingly.

PO7: Multidisciplinary Competence

CO6: Students will apply knowledge of provisions of operational aspects of business to apply these with a sense of responsibility within the workplace and community at a large.

PO8: Value Inculcation through Community Engagement

CO6: Students will apply procedural operational aspects of business and an ability to apply these with a sense of responsibility within the workplace.

PO9: Traditional Knowledge into Modern Application

CO4: Students will implement the various operational aspects of business applicable according to the need of the business organization in the day-to-day practices.

PO10: Design and Development of System

CO5: Students will direct, plan and formulate and analyse the day-to-day strategies which is implemented in the company law of business organization and provide the feedback accordingly.

PO11: Ethical and Social Responsibility

CO5: Students will direct, plan and formulate and analyse the required strategies which is implemented in the business organization in production and operations.

PO12: Research-Related skills

CO4: Students will implement the various operational aspects of business applicable according to the need of the business organization in the day to day practices.

PO13: Teamwork

CO5: Students will formulate and analyse the required principles of operational aspects of business procedure which is implemented in the business organization.

PO14: Area Specific Expertise

CO6: Students will apply operational aspects of business related knowledge of managerial ethics and research ethical standards and an ability to apply these with a sense of responsibility within the workplace and community at a large.

PO15: Environmental Awareness

CO6: The students should be able to manage and controls to reduce and eliminate environmental risk with the help of operational aspects of business.

**CBCS Syllabus as per NEP 2020 for T.Y. B.Com. Semester V
(2024 Pattern)**

Name of the Programme	: B.Com.
Programme Code	: UCOM
Class	: T.Y. B.Com
Semester	: V
Course Type	: Major Mandatory (Theory)
Course Code	: COM-303-MRM
Course Title	: Mercantile Law
No. of Credits	: 04
No. of Teaching Hours	: 60

Course Objectives:

1. To understand the concept, process and importance of mercantile laws.
2. To develop awareness regarding new amendments in mercantile laws.
3. To provide knowledge of various business-related laws.
4. To create awareness among the students about laws affecting trade and commerce.
5. To develop awareness about new amendments and applicable provisions of the mercantile laws.
6. To provide knowledge of various provisions of the contract act.
7. To develop awareness among the various provisions related to law of agency.

Course Outcomes:

By the end of the course, students will be able to:

- CO1. Impart the knowledge of basic terminologies of mercantile laws.
- CO2. Know about different type laws applicable to business and business activities.
- CO3. Aware about the new amendments related to the acts applicable under mercantile laws.
- CO4. Instils the knowledge about the different types of acts under the mercantile laws.
- CO5. Impart the knowledge of importance various laws under the law of agency.
- CO6. Know about the e-platforms of available under various mercantile laws.
- CO7. Acquaint with the use and importance with the new trends and provisions applicable under the mercantile laws.

Topics and Learning Points**UNIT 1: Law of Contract (Indian Contract Act 1872) 15 Lectures**

- 1.1. Definition and Meaning of concepts “Contract and Agreement”
- 1.2. Essential elements of Valid Contract
- 1.3. Kinds of contract
- 1.4. Offer and Acceptance
- 1.5. Capacity of parties
- 1.6. Consideration
- 1.7. Consent and free consent
- 1.8. Legality of object and consideration
- 1.9. Void Agreements
- 1.10. Discharge of contract
- 1.11. Breach of contract and remedies (Including meaning of the term damages, kinds and rules for ascertaining damages)

UNIT 2: Sale of Goods (Sale of Goods Act 1930) 15 Lectures

- 2.1. Contract of sale, Concept and essentials of contract of sale
- 2.2 Sale and agreement to sale, Goods-Concept and kinds
- 2.3 Conditions and warranties, Definition, Distinction, implied conditions and warranties
- 2.4 Transfer of title by non-owners. Rights of unpaid seller

UNIT 3: Law of Agency 15 Lectures

- 3.1 Introduction, Agent and Agency
- 3.2 Kinds of Agencies, Creation of Agency
- 3.3 Principal and Agent, Termination of Agency

UNIT 4: Introduction to Insolvency and Bankruptcy Code, 2016 15 Lectures

- 4.1 Introduction, historical background, objective of the Code
- 4.2 Highlighting features of the Code
- 4.3 Summary procedure
- 4.4 Importance of the Code

References:

1. Business and Corporate Law :- Dr. Kaur Harpreet, Lexis Nexis (2013)
2. Laws for Business, Sulphery M.M.&Basheer, PHI Learning Pvt. Ltd., Delhi. (2013)
3. Business Laws :-Kuchhal M.C.&KuchhalVivek, Vikas Publishing House (2013)
4. Business and Commercial Laws:-Sen And Mitra
5. An Introduction to Mercantile Laws :-N.D.Kapoor
6. Business Laws :-N.M.Wechlekar
7. Company Law :-Avtar Singh
8. Business Law for Management :-Bulchandani K.R
9. Negotiable Instruments Act :-Khergamwala
10. Intellectual Property Law:-P.Narayan.
11. Cyber Laws :- Krishna Kumar
12. Consumer Protection Act In India :-Niraj Kumar 13)Consumer Grievance Redressal under CPA :- Deepa Sharma.
13. Business Law – DilipShinde, KiranNerkar, Shantnu Jog, AnantDeshmukh (Sai Jyoti Publication)

Mapping of Program Outcomes with Course Outcomes

Class: T.Y.B.Com

Subject: Mercantile Laws

Course: Mercantile Laws

Course Code: COM-303-MRM

Weightage: 1= weak or low relation, 2= moderate or partial relation, 3= strong or direct relation

Weightage: 1= weak or low relation, 2= moderate or partial relation, 3= strong or direct relation

Programme Outcomes (POs)															
Course Outcomes	PO1	PO2	PO3	PO4	PO5	PO6	PO7	PO8	PO9	PO10	PO11	PO12	PO13	PO14	PO15
CO 1	3	2													
CO 2															
CO 3			3												
CO 4				3					2	2		3			
CO 5			2								3		3		
CO 6					2		3	3						2	
CO 7						3									

Justification for the Mapping

PO1: A Fundamental Knowledge and Coherent Understanding

CO1: Students will describe the concepts related to operational aspects of business in their day-to-day life or professional life.

PO2: Procedural Knowledge for Skill Enhancement

CO1: Students will apply their knowledge of different techniques of operational aspects of business such for data collection and analysis by them in an organization.

PO3: Critical Thinking and Problem-Solving Skills

CO3: Students will apply provisions of operational aspects of business effectively, analyse the concepts and participate in healthy arguments and portray skill in management.

PO4: Communication Skills

CO4: Students will implement the various provisions of operational aspects of business related to business and business activities applicable according to the need of the business organization in the day-to-day practices.

PO5: Analytical Reasoning Skills

CO6: Students will apply various terminologies of provisions of operational aspects of business in the practice of management of the business.

PO6: Innovation, Employability and Entrepreneurial Skills

CO7: Students will direct, plan and formulate and analyse the provisions of operational aspects of business which is implemented in the business organization and provide the feedback accordingly.

PO7: Multidisciplinary Competence

CO6: Students will apply knowledge of provisions of operational aspects of business to apply these with a sense of responsibility within the workplace and community at a large.

PO8: Value Inculcation through Community Engagement

CO6: Students will apply procedural operational aspects of business and an ability to apply these with a sense of responsibility within the workplace.

PO9: Traditional Knowledge into Modern Application

CO4: Students will implement the various operational aspects of business applicable according to the need of the business organization in the day-to-day practices.

PO10: Design and Development of System

CO5: Students will direct, plan and formulate and analyse the day-to-day strategies which is implemented in the company law of business organization and provide the feedback accordingly.

PO11: Ethical and Social Responsibility

CO5: Students will direct, plan and formulate and analyse the required strategies which is implemented in the business organization in production and operations.

PO12: Research-Related skills

CO4: Students will implement the various operational aspects of business applicable according to the need of the business organization in the day to day practices.

PO13: Teamwork

CO5: Students will formulate and analyse the required principles of operational aspects of business procedure which is implemented in the business organization.

PO14: Area Specific Expertise

CO6: Students will apply operational aspects of business related knowledge of managerial ethics and research ethical standards and an ability to apply these with a sense of responsibility within the workplace and community at a large.

PO15: Environmental Awareness

CO6: The students should be able to manage and controls to reduce and eliminate environmental risk with the help of operational aspects of business.

**CBCS Syllabus as per NEP 2020 for T.Y. B.Com. Semester V
(2024 Pattern)**

Name of the Programme	: B.Com.
Programme Code	: UCOM
Class	: T.Y. B.Com
Semester	: V
Course Type	: Major Elective (Theory)
Course Code	: COM-305-MJE (B)
Course Title	: Management Techniques
No. of Credits	: 04
No. of Teaching Hours	: 60

Course Objectives:

1. To impart the knowledge and principles of management among the students.
2. To make aware about the different functions performed by the management.
3. To compare traditional and modern management approaches.
4. To know the impact of various control techniques of management.
5. To acquaint the knowledge about techniques of direction in the day to day management of the business.
6. To know the impact of develop strategies for building an effective communication system in organizations.
7. To know the outline characteristics of decision making, such as rationality and uncertainty.

Course Outcomes:**By the end of the course, students will be able to:**

- CO1. Provide an overview of principles of management.
- CO2. Examine management functions such as planning, organizing, staffing, etc.
- CO3. Discuss the traditional and modern management approaches.
- CO4. Instills the impact of various control techniques of management.
- CO5. Discuss the techniques of direction in the day to day management of the business.
- CO6. Create awareness about different strategies for building an effective communication system
- CO7. Acquaint them with the outline characteristics of decision making, such as rationality and uncertainty.

Topics and Learning Points**UNIT 1: Basics of Management****15 Lectures**

- 1.1 Basic concept of Management
- 1.2 Functions of Management
- 1.3 Management Approaches
- 1.4 Review of Planning and Organization

UNIT 2: Decision Making**15 Lectures**

- 2.1. Meaning and Definition
- 2.2. Characteristics of Decision Making
- 2.3.Types of Decisions
- 2.4.Decision Making Process
- 2.5.Characteristics of Effective Decisions
- 2.6.Rationality in Decision Making
- 2.7.Limits on Rationality

UNIT 3: Direction and Communication**15 Lectures**

- 3.1 Concept, Nature and Scope
- 3.2 Principles and Techniques of Direction
- 3.3 Communication: Concept and Process.
- 3.4 Channel and Media of Communication.
- 3.5 Barriers to Effective Communication,
- 3.6 Building Effective Communication System

UNIT 4: Control**15 Lectures**

- 4.1. Concept, Objectives and Nature
- 4.2. Process of Control
- 4.3. Levels and Areas of Control
- 4.4. Various Control Techniques
- 4.5. Z-Theory of Management
- 4.6. Advantages and Limitations of Planning

References:

1. Principles and Practice of Management – Dr. S. C. Saxena (Sahithya Bhavan)
2. Principles of Management,-Text and Cases. Durai, P. Pearson Education New Delhi.
3. Principles of Management – P.C. Tripathi P. N. Reddi
4. Essentials of Management – Harold Koontz and Heinz Wehrich (McGraw Hill International Edition)
5. Principles of Management – T. Ramasamy (Himalaya Publishing Cony)
6. Principles and Practice of Management – L.M. Prasad – Sulthan Chand and Sons, New Delhi
7. Fundamentals of Management: Essential Concepts and Applications.: Pearson Education New Delhi

Mapping of Program Outcomes with Course Outcomes

Class: T.Y.B.Com Sem V

Subject: Management Techniques

Course: Management Techniques

Course Code: COM-305-MJE (B)

Weightage: 1= weak or low relation, 2= moderate or partial relation, 3= strong or direct relation

Course Outcomes	P O 1	P O 2	P O 3	P O 4	P O 5	P O 6	P O 7	P O 8	P O 9	P O 10	P O 11	P O 12	P O 13	PO 14	PO 15
CO 1	3	2									3				
CO 2	2	3					3								
CO 3	3						3		3						3
CO 4											2		3		
CO 5						3					3		2		
CO 6			3	3				3		3		3	3	3	
CO 7			3		3	3									

Justification for the Mapping

PO1: A Fundamental Knowledge and Coherent Understanding

CO1. Provide an overview of principles of management.

CO2. Examine management functions such as planning, organizing, staffing, etc.

CO3. Discuss the traditional and modern management approaches.

PO2: Procedural Knowledge for Skill Enhancement

CO1. Provide an overview of principles of management.

CO2. Examine management functions such as planning, organizing, staffing, etc.

PO3: Critical Thinking and Problem-Solving Skills

CO6. Create awareness about different strategies for building an effective communication system.

CO7. Acquaint them with the outline characteristics of decision making, such as rationality and uncertainty.

PO4: Communication Skills

CO6. Create awareness about different strategies for building an effective communication system.

PO5: Analytical Reasoning Skills

CO7. Acquaint them with the outline characteristics of decision making, such as rationality and uncertainty.

PO6: Innovation, Employability and Entrepreneurial Skills

CO5. Discuss the techniques of direction in the day to day management of the business.

CO7. Acquaint them with the outline characteristics of decision making, such as rationality and uncertainty.

PO7: Multidisciplinary Competence

CO2. Examine management functions such as planning, organizing, staffing, etc.

CO3. Discuss the traditional and modern management approaches.

PO8: Value Inculcation through Community Engagement

CO6. Create awareness about different strategies for building an effective communication system.

PO9: Traditional Knowledge into Modern Application

CO3. Discuss the traditional and modern management approaches.

PO10: Design and Development of System

CO6. Create awareness about different strategies for building an effective communication system.

PO11: Ethical and Social Responsibility

CO1. Provide an overview of principles of management.

CO4. Instills the impact of various control techniques of management.

CO5. Discuss the techniques of direction in the day to day management of the business.

O12: Research-Related skills

CO6. Create awareness about different strategies for building an effective communication system.

PO13: Teamwork:

CO4. Instills the impact of various control techniques of management.

CO5. Discuss the techniques of direction in the day to day management of the business.

CO6. Create awareness about different strategies for building an effective communication system.

PO14: Area Specific Expertise

CO6. Create awareness about different strategies for building an effective communication system.

PO15: Environmental Awareness

CO3. Discuss the traditional and modern management approaches.

**CBCS Syllabus as per NEP 2020 for T.Y. B.Com. Semester V
(2024 Pattern)**

Name of the Programme	: B.Com.
Programme Code	: UCOM
Class	: T.Y. B.Com
Semester	: V
Course Type	: Minor (Theory)
Course Code	: COM-307-MN (C)
Course Title	: Disaster Management
No. of Credits	: 02
No. of Teaching Hours	: 30

Course Objectives:

1. To provide students an understanding the need for studying the disaster management
2. Develop an understanding about the various types of disasters.
3. To expose students to the risk and vulnerability analysis
4. To create awareness about disaster prevention and risk reduction
5. To establish relationship between disasters and developments.
6. To understand Rehabilitation, Reconstruction and Recovery in the event of Disaster
7. To gain knowledge on Climate Change Adaptation and IPCC Scenario and Scenarios in the context of India

Course Outcomes:

By the end of the course, students will be able to:

- CO1: Understand the need and significance of studying disaster management
- CO2: Understand the different types of disasters and causes for disasters.
- CO3: Gain knowledge on the impacts Disasters on environment and society
- CO4: Study and assess vulnerability of a geographical area.
- CO5: Students will be equipped with various methods of risk reduction measures and risk mitigation.
- CO6: Understand the role of Information Technology in Disaster Management
- CO7: Understand Geographical Information System applications in Disaster Management

Topics and Learning Points**UNIT 1: Introduction to Disaster****10 Lectures**

- 1.1 Concept and Definition of Disaster
- 1.2 Nature of Disasters, Factors of Disaster
- 1.3 Difference between Hazard and Disaster
- 1.4 Distinction between Natural and Man-made Disasters

UNIT 2: Disaster Management**10 Lectures**

- 2.1 Meaning of Disaster Management
- 2.2 Characteristics of Disaster Management
- 2.3 Significance of Disaster Management

UNIT 3: Planning for disaster management**10 Lectures**

- 3.1 Strategies for disaster management planning
- 3.2 Steps for formulating a disaster risk reduction plan
- 3.3 Disaster management Act and Policy in India - Organizational structure for disaster management in India
- 3.4 Preparation of state and district disaster management plans

References:

1. Dr. Mrinalini Pandey, Disaster Management Wiley India Pvt. Ltd.
2. J. P. Singhal, Disaster Management Laxmi Publications.
3. Jagbir Singh, Disaster Management: Future Challenges and Opportunities K W Publishers Pvt. Ltd.
4. Matthews, J.A., "Natural hazards and Environmental Change", Bill McGuire, Ian Mason, 2002 Carter, W.N ick, 199 I. Disaster Management: A Disaster Manager's Handbook, Asian Development Bank. Manila.
5. Mishra, Girish K. and G.c. Mathur (Eds.), 1993. Natural Disaster Reduction, Reliance Publishing House, New Delhi.
6. Tushar Bhattacharya, Disaster Science and Management McGraw Hill Education (India) Pvt. Ltd.

Mapping of Program Outcomes with Course Outcomes

Class: T.Y.B.Com Sem.- V

Subject: Disaster Management

Course: Disaster Management

Course Code: COM-307-MN(C)

Weightage: 1= weak or low relation, 2= moderate or partial relation, 3= strong or direct relation

Programme Outcomes (POs)														
Course Outcomes	P O 1	P O 2	P O 3	P O 4	P O 5	P O 6	P O 7	P O 8	P O 9	P O 10	P O 11	P O 12	P O 13	
CO 1	3													
CO 2														
CO 3			3											
CO 4				3					2	2		3		
CO 5		3	2								3		3	
CO 6					2		3	3						
CO 7						3								

Justification for the Mapping

PO1: A Fundamental Knowledge and Coherent Understanding

CO1: Students will understand the need and significance of studying disaster management.

PO2: Procedural Knowledge for Skill Enhancement

CO5: Students will be equipped with various methods of risk reduction measures and risk mitigation.

PO3: Critical Thinking and Problem-Solving Skills

CO3: Students will gain knowledge on the impacts Disasters on environment and society.

PO4: Communication Skills

CO4: Students will understand Rehabilitation, Reconstruction and Recovery in the event of Disaster.

PO5: Analytical Reasoning Skills

CO6: Students will gain knowledge on Climate Change Adaptation.

PO6: Innovation, Employability and Entrepreneurial Skills

CO7: Students will gain knowledge on role of Information Technology in Disaster Management.

PO7: Multidisciplinary Competence

CO6: Students will apply knowledge of styles of disaster Management apply these with a sense of responsibility within the workplace and community at a large.

PO8: Value Inculcation through Community Engagement

CO6: Students will apply procedural part of disaster Management an ability to apply these with a sense of responsibility within the workplace.

PO9: Traditional Knowledge into Modern Application

CO4: Students will implement the various disaster Management theories applicable according to the need of the business organization in the day to day practices.

PO10: Design and Development of System

CO5: Students will direct, plan and formulate and analyse the day to day strategies which is implemented in the disaster Management and provide the feedback accordingly.

PO11: Ethical and Social Responsibility

CO5: Students will direct, plan and formulate and analyse the required strategies which is implemented in the disaster Management

PO12: Research-Related skills

CO4: Students will implement the various plans applicable according to the need of the society in the day to day practices.

PO13: Teamwork:

CO5: Students will formulate and analyses the required principles of disaster Management.

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