

**Directorate of Distance Education
University of Jammu
Jammu**



**M.Com I, II, III & IV Semester Syllabi
Non Choice Based Credit System (NCBCS)**

**DIRECTORATE OF DISTANCE EDUCATION
UNIVERSITY OF JAMMU**

SCHEME OF COURSES UNDER NON CBCS FOR M. COM

M. COM. FIRST SEMESTER

S.No	Course	Course No	UGC Classification	Credit	Total Credit
1	Financial Reporting	M.COM-C111	Core	4	12
2	Taxation of Financial Services	M.COM-C112		4	
3	Seminar	M.COM-C113		4	
4	Organisational Behaviour	M.COM-E114	Elective	4	12
5	Business Statistics	M.COM-E115		4	
6	Entrepreneurship and New Ventures	M.COM-E116		4	
7	Foreign Trade and Policy	M.COM-E117		4	

**DIRECTORATE OF DISTANCE EDUCATION
UNIVERSITY OF JAMMU
M.COM. FIRST SEMESTER (NCBCS)
FINANCIAL REPORTING
(Core Course)**

Course: M.COM-C111

Credit: 4

Time: 3.00 Hrs

Max Marks: 100 Marks

External: 80 Marks

Internal: 20 Marks

(Syllabus for the examinations to be held in Dec 2019, 2020, 2021)

OBJECTIVE: To familiarise students with recent developments in the area of financial reporting and facilitate them to analyse the financial statements of various types of entities with the ability to solve financial reporting cases.

UNIT -I INTRODUCTION

Meaning, importance and objectives of financial reporting; Types of financial reporting; Users of financial reporting; Process of financial reporting; Limitations of financial reporting; Difference between financial reporting and management reporting; Issues and challenges in financial reporting with special reference to published financial statements; Financial reporting for management and levels of management.

UNIT-II FINANCIAL REPORTING STANDARDS

Accounting Standards - meaning and procedures for setting Indian and International accounting standards; Overview of international financial reporting standards (IFRS); Significant difference vis-a-vis Indian accounting standards; International financial reporting standards issued by the IASB; Structure of IFRS; Process of IFRS; Problems in understanding and application of IFRS; IFRS adoption or convergence in India.

UNIT-III CORPORATE REPORTING

International financial reporting qualities; True-blood report and Stamp report objectives; Reporting by diversified companies - Segment reporting and Interim reporting- meaning, objectives and problems, suggestions to improve interim reporting; Harmonisation in reporting- meaning, need, benefits and obstacles in convergence and harmonisation, suggestions for increased convergence and harmonisation.

UNIT-IV DEVELOPMENT IN FINANCIAL REPORTING

Creative accounting - meaning, definitions, methods, types and importance; Forensic accounting - meaning and essentials of forensic accounting; Functional areas of forensic accounting, forensic accounting in India; Environment accounting- meaning and definitions of environmental accounting; Need of environmental accounting; Scope of environmental accounting; Forms of environmental accounting; Elements of environmental accounting; Advantages of environmental accounting; Mechanism of environmental accounting; Social accounting-meaning, features, needs and benefits.

BOOKS RECOMMENDED

1. Accounting Theory – L.S Porwal, Tata McGraw Hill Publications.
2. Accounting Theory – Jawahar Lal, Himalaya Publications House.
3. Corporate Financial Reporting – Theory and Practices, Jawahar Lal Taxmann.
4. Accounting theory - I.S. Hendriksen, Richard Irwin Press.
5. Corporate Financial Reporting, Text and Cases – David F Hawkins Irwin Publications
6. Wiley IFRS 2010 - Interpretation and Application of International Financial Reporting.
7. Standards - Barry J. Epstein, Eva K. Jermakowicz , John Wiley Publications, 2010
8. Wiley IFRS for SMEs: Practical Implementation Guide and Workbook - Barry J. Epstein, Eva K. Jermakowicz, Sylwia Gornik-Tomaszewski, John Wiley Publications, 2010.

9. Financial Accounting - IFRS Edition, 1st Edition - Jerry J. Weygandt, Paul D. Kimmel, Donald E. Kieso, John Wiley Publications, 2010.
10. The Vest Pocket IFRS - Steven M. Bragg by John Wiley Publications, 2010.

NOTE FOR PAPER SETTING

The paper consists of two sections. Each section will cover the whole of the syllabus without repeating the question in the entire paper.

Section A: It will consist of eight short answer questions, selecting two from each unit. A candidate has to attempt any six and answer to each question shall be within 200 words. Each question carries four marks and total weightage to this section shall be 24 marks.

Section B: It will consist of six essay type questions with answer to each question within 800 words. One question will be set atleast from each unit and the candidate has to attempt four. Each question will carry 14 marks and total weightage shall be 56 marks

DIRECTORATE OF DISTANCE EDUCATION
UNIVERSITY OF JAMMU
M.COM. FIRST SEMESTER (NCBCS)
TAXATION OF FINANCIAL SERVICES
(Core Course)

Course: M.COM-C112

Credit: 4

Time: 3.00 Hrs

Max Marks: 100 Marks

External: 80 Marks

Internal: 20 Marks

(Syllabus for the examinations to be held in Dec 2019, 2020, 2021)

OBJECTIVE: To impart knowledge about tax provisions related to financial services and international taxation to students.

UNIT – I FINANCIAL SERVICES

Financial services - Concept, evolution, importance, types, recent trends; Lease financing - Kinds of lease, tax considerations related to own or lease decision; Dividend policy - Tax considerations related to dividend decisions; Tax considerations in respect of amalgamation- for amalgamating company, amalgamated company, shareholders of amalgamating company, amalgamation of banking company; Tax considerations related to debt and equity.

UNIT – II TRANSFER PRICING AND INTERNATIONAL TAXATION

International transactions; Conditions for applicability of arm's length price (ALP) in international transactions; Computation of the arm's length price- Method of computing arm's length price, comparability of transaction, most appropriate method, determination of ALP by Assessing Officer in certain cases; Reference to Transfer Pricing Officer; Maintenance of books of account - Report from accountant, specified domestic transactions, advance pricing agreements, secondary adjustment in certain international transactions; Double taxation relief - Relief for double taxation, ADT agreements, unilateral relief; Tax considerations in respect of foreign collaboration agreements.

UNIT – III TAX DEDUCTION AT SOURCE

Deduction of tax at source from- interest on securities, dividends, interest other than interest on securities; Insurance commission, payment of life insurance policy, national savings scheme, mutual funds or UTI; Commission or brokerage, rent, professional or technical services, infrastructure debt fund; Units of business trust, units of investment fund, investment in securitisation fund, bonds/government securities; Deduction from gross total income-deduction under section 80C, 80CCD, 80CCG, 80D, 80DD, 80DDB, 80E, 80EE, 80G, 80GG, 80LA, 80TTA, 80U; Advance payment of tax - Liability to pay advance tax, due dates of payment of advance tax, payment of advance tax under different situations, interest.

UNIT – IV GST ON FINANCIAL SERVICES

GST-Concept, need, relevant definitions, advantages; GST on loan transactions; GST on securitization transactions; GST on factoring transactions; GST on stock-broking business; Impact of GST on housing finance; Impact of GST on transactions in securities; Impact of GST on Banks and Banking services; Impact of GST on Mutual funds; GST implication on sale of repossessed assets; GST implication with respect to Guarantees; GST implications on alternative investment funds; Lease transactions under GST.

BOOKS RECOMMENDED

1. Financial Services - M.Y. Khan, Tata McGraw Hill Education.
2. Direct Taxes Law & Practice – Dr. Vinod K. Singhania and Dr. Kapil Singhania, Taxmann's Publishing.
3. Corporate Tax Planning & Business Tax Procedures- Dr. Vinod K. Singhania and Dr. Monica Singhania, Taxmann's Publishing.
4. GST on Financial Services- Vinod Kothari, Taxmann's Publishing.
5. GST Base Act.

6. Basics of GST- Nitya Tax Associates, Taxmann's Publishing.

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**DIRECTORATE OF DISTANCE EDUCATION
UNIVERSITY OF JAMMU
M.COM. FIRST SEMESTER (NCBCS)
SEMINAR
(Core Course)**

**Course: M.COM-C113
Credit: 4**

Max Marks: 100 Marks

(Syllabus for the examinations to be held in Dec 2019, 2020, 2021)

Each candidate shall make preferably power point presentation on any topic of course/s studies at M.Com. 1st Semester. The said presentation would be evaluated by an expert not below the rank of professor.

Each candidate shall make such presentation before a group of about 30 students and assessment will be made on the following parameters

- | | |
|--------------------------------|----------|
| 1. Contents of presentation : | 20 Marks |
| 2. Current knowledge : | 20 Marks |
| 3. Communication skill : | 20 Marks |
| 4. Quality of answers raised : | 20 Marks |
| 5. Quality of answers given : | 20 Marks |

During the presentation no candidate can leave the seminar room till the presentation of all the group candidates is complete. Moreover, HOD of concerned college or University Campus or DDE would also ensure that no candidate would repeat the same presentation already made by somebody else in the seminar.

DIRECTORATE OF DISTANCE EDUCATION
UNIVERSITY OF JAMMU
M.COM. FIRST SEMESTER (NCBCS)
ORGANISATIONAL BEHAVIOUR
(Elective Course)

Course: M.COM-E114

Credit: 4

Time: 3.00 Hrs

Max Marks: 100 Marks

External: 80 Marks

Internal: 20 Marks

(Syllabus for the examinations to be held in Dec 2019, 2020, 2021)

OBJECTIVE: The objective of the course is to help the students to understand conceptual framework of organisational behaviour and expose them to the contemporary issues and development facing organisation.

UNIT-I CONCEPT, APPROACHES AND MODELS OF OB

Concept of organisational behaviour (OB); Disciplines contributing to OB; Role and application of OB knowledge to management practices; Foundations of OB - Hawthorne experiments & human behaviour approach; Individual dimensions of organisational behavior; Individual differences, Models of man.

UNIT –II PERCEPTION, LEARNING, PERSONALITY & ATTITUDE

Perception - Concept & meaning, perception & sensation, perception & attribution, perceptual process, perceptual selectivity, distortion in person's perception, managerial implications of perception and developing perceptual skills; Learning - Meaning and components of learning process, learning theories, reinforcement principle, OB modification; Personality - Meaning, theories of personality, determinants of personality, personality & behaviour; Attitudes - Concept & meaning, theories of attitude formation, factors in attitude formation, attitude change, attitudes and values; Stress - Meaning, causes, effects and coping strategies for stress.

UNIT-III INTERPERSONAL & GROUP BEHAVIOUR

Interpersonal behaviour - Meaning. Transactional Analysis (TA) - Meaning, levels of self awareness, ego states, life script, life positions, stroking, psychological games, benefits and uses of TA; Group behaviour - Meaning, types, informal group/organisation group norms; Group cohesiveness, group decision making, techniques for improving group decision making, positive & negative aspects of group decision making; Organisational committees, task force, quality circle, teams in organisation; Inter group behaviour.

UNIT –IV ORGANISATIONAL CONFLICT, EFFECTIVENESS AND CHANGE

Organisational conflicts - Concept and meaning, individual level conflict, inter-personal conflict, organisational level conflict and conflict management; Organisational climate and developing a sound organisational climate; Organisational effectiveness - Concept , goal approach, functional approach, system resource approach, maximising or optimising effectiveness, organizational effectiveness Vs managerial effectiveness, factors in organizational effectiveness; Integration of individual-organisational goals, effectiveness through adaptive-coping cycle; Organisational change & development - Reasons for organisational change, objectives & process in planned change, human reaction & resistance to change, change agents, organisational failure to change, organisational growth and change; Organisational design - Determinants of organisational design, parameters of organisational design; Types of organisational structures; Power and conflicts in organisations.

BOOKS RECOMMENDED

1. Organizational Behavior - Steven McShane Van Glinar, Tata McGraw Hill Publishing Co.
2. Organizational Behaviour - Stephen Robbins, Prentice Hall India Pvt. Ltd., New Delhi.
3. Organizational Behaviour - Fred Luthans, McGraw Hill Book Company.
4. Organizational Behavior - Kavita Sharma, Pearson India.

5. Organizational Behavior - Ricky Griffin & Georgy Moorehead, Houghton Co. Boston.
6. Organisational Behaviour - Griffin, Ricky W, Houghton Mifflin Co; Boston.
7. Organizational Behaviour - Hellreigel, Don, Jon W Slocum, Jr. and Richard W. Woodman, South Western College Publishing, Ohio.
8. Management of Organisational Behaviour: Utilising Human Resources - Hersey, Paul, Kenneth H. Blanchard and Dewey E. Jonson, Prentice Hall, New Delhi.

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**DIRECTORATE OF DISTANCE EDUCATION
UNIVERSITY OF JAMMU
M.COM. FIRST SEMESTER (NCBCS)
BUSINESS STATISTICS
(Elective Course)**

Course: M.COM-E115

Credit: 4

Time: 3.00 Hrs

Max Marks: 100 Marks

External: 80 Marks

Internal: 20 Marks

(Syllabus for the examinations to be held in Dec 2019, 2020, 2021)

Objective: To acquaint the students about the various concepts and techniques of business statistics along with their application to the problems associated with the field of trade and business.

UNIT – I DATA COLLECTION & SAMPLING METHODS

Concept and role of business statistics. Sources of data - Secondary sources, primary data collection methods - Questionnaire, interview, observation; Types of scales - Nominal, ordinal, interval and ratio scales. Sampling – Concept and essentials; Non- probability sampling methods - Convenience, judgment, quota and snowball sampling; Probability sampling – Simple random, systematic, stratified and cluster sampling; Sampling and non sampling errors; Basics of data feeding and analysis software - SPSS.

UNIT- II ASSOCIATION OF ATTRIBUTES

Concept of association of attributes; Consistency of data; Association and disassociation; Methods of attributes - Comparison method, proportion method, Yule's coefficient of association, coefficient of colligation, coefficient of contingency; Partial and multiple correlation and regression analysis.

UNIT - III PROBABILITY AND ANALYSIS OF VARIANCE

Concept of probability, basic terms in probability, addition theorem, multiplication theorem; Theoretical frequency distributions: Elementary knowledge of normal, binomial and poisson distributions and their application to business problems; Analysis of variance: Concept, assumptions, one way and two way classifications.

UNIT- IV RELIABILITY, VALIDITY AND HYPOTHESIS TESTING

Reliability: Concept, types; Validity: Concept, types; Hypothesis: Concept and types of hypothesis - Null and alternative hypothesis, Type I and type II errors, critical region, level of significance, p value; Large sample tests for population mean and population proportion; Parametric tests - F- test, Z- test, t- test; Non-parametric tests- Chi square, Mann Whitney and Kruskal Wallis test.

BOOKS RECOMMENDED

1. Statistics for Management - Levin, Richard and David S Rubin, Prentice Hall, Delhi.
2. Business Statistics - Levin and Brevson, Pearson Education, New Delhi.
3. Statistics for Business and Economics - Anderson, Sweeney and Williams, Thompson, New Delhi.
4. Statistics for Business and Economics - Hooda, R.P., Macmillan, New Delhi.
5. Statistics for Business & Economics - Heinz, Kohler, Harper Collins.
6. Quantitative approach to Managerial decisions - Hien, L.W, Prentice Hall, New Jersey. India, Delhi.
7. Statistics for Business & Economics - Lawrence B. Morse, Harper Collins.
8. Statistics for Business and Economics - Mc Clave, Benson and Sincich, Eleventh Edition, Prentice Hall Publication.

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**DIRECTORATE OF DISTANCE EDUCATION
UNIVERSITY OF JAMMU
M.COM. FIRST SEMESTER (NCBCS)
ENTREPRENEURSHIP AND NEW VENTURES
(Elective Course)**

Course: M.COM-E116

Credit: 4

Time: 3.00 Hrs

Max Marks: 100 Marks

External: 80 Marks

Internal: 20 Marks

(Syllabus for the examinations to be held in Dec 2019, 2020, 2021)

OBJECTIVE: The academic goal is to develop the skills necessary for evaluating and creating a new venture, with the ability to communicate the endeavor effectively through written and verbal presentation. At the end of this course, students will be able to evaluate business opportunities as both an entrepreneur and an investor, within start-ups and established companies.

UNIT- I THE FOUNDATIONS OF ENTREPRENEURSHIP

Entrepreneurship - Introduction to entrepreneurship, benefits and drawbacks of entrepreneurship, drivers of entrepreneurship, cultural diversity of entrepreneurship; Managing the pitfalls of entrepreneurship, models of entrepreneurship; Creativity - Creative thinking, barriers to creativity, creativity and innovation, process of innovation; Corporate entrepreneurship - Concept and approaches; Role of small business in economic development; Entrepreneurial environment.

UNIT- II BUILDING THE BUSINESS PLAN

The concept of business planning, need for developing business plan, what lenders and investors look for in a business plan; Growth model for new ventures; Fundamentals of good feasibility plan; Major components of a feasibility plan; The product development process; Legal requirements for setting up a venture; Product protection: Patents, trademarks & copyrights; Exit strategies; Ethical issues in setting new ventures.

UNIT- III ENTREPRENEURIAL DEVELOPMENT PROGRAMMES (EDPS)

Objectives, relevance and phases of EDPs; Misconceptions about EDPs; Factors affecting success of EDPs; Role of EDP: Stimulatory role, supportive role, sustaining role & socio-economic role; Operational difficulties of EDPs; Strategies to overcome the problems; Entrepreneurial training; Models for entrepreneurial development programmes; Institutional arrangements for development of new ventures: NIESBUD, EDI, TCOs, MSME; Schemes for women entrepreneurship; Rural entrepreneurship - Concept, constraints and schemes for rural entrepreneurship.

UNIT- IV MANAGING GROWTH AND TRANSITION

Organisational life cycle from entrepreneurial perspective; Entrepreneurship beyond startup; Changing entrepreneurial roles; Managing growth and changing culture; Management succession; Strategic alliance: Merger, acquisition and initial public offering (IPO); Global opportunities for new ventures - Export, import, joint ventures, foreign licensing, franchising, countertrading, outsourcing; Strategies for going global; Barriers to international business; International trade agreements.

BOOKS RECOMMENDED

1. Essentials of Entrepreneurship and Small Business Management - Thomas W. Zimmerer, Norman N. Scarborough and Doug Wilson, PHI Learning Pvt. Ltd., New Delhi.
2. Entrepreneurship New Venture Creation - David H. Holt, PHI Learning Pvt. Ltd., New Delhi.

3. New Venture Creation: Entrepreneurship for the 21st Century - Jeffrey A. Timmons and Stephen Spinelli, McGraw-Hill/Irwin.
4. Entrepreneurship and Small Business - Michael Schaper and Thierry Volery, John Wiley and Sons Australia Ltd.

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DIRECTORATE OF DISTANCE EDUCATION
UNIVERSITY OF JAMMU
M.COM. FIRST SEMESTER (NCBCS)
FOREIGN TRADE AND POLICY
(Elective Course)

Course: M.COM-E117

Credit: 4

Time: 3.00 Hrs

Max Marks: 100 Marks

External: 80 Marks

Internal: 20 Marks

(Syllabus for the examinations to be held in Dec 2019, 2020, 2021)

OBJECTIVE: The purpose of this course is to acquaint the students with concepts, structure and operations of international business and familiarise them with trends and developments in India's foreign trade and investments and policy framework.

UNIT-I INTRODUCTION TO FOREIGN TRADE

Meaning, importance and scope of foreign trade; International Trade - Theories of international trade - Absolute and comparative advantage theories, modern theory of trade, Hacksher-Ohlin theory; Foreign trade environment - Social, cultural, geographical, technological, legal, economic and political environment; Modes of foreign business - Exporting, licensing, franchising, mergers, acquisitions, joint ventures; India's foreign trade - Value, composition and direction; India balance of payment analysis, current account and capital account components, measures to correct balance of payments.

UNIT-II INTERNATIONAL ORGANISATION AND AGREEMENT

Integration between countries, levels of integration, impact of integration, major regional trading groups, European union, European free trade association, north American free trade agreement (NAFTA), association of south east Asian nations (ASEAN), Asia-pacific economic cooperation (APEC), SAARC, SAPTA, SAFTA; International institutions and agreement - An Overview: WTO, WTO and India , most favoured nation (MFN), trade related intellectual property rights (TRIPS), trade related investment measures (TRIMS), general agreement on trade in services (GATS), BRICS, GAAT, SAARC, ASEAN, OPEC, intellectual property rights, barriers to trade.

UNIT-III FOREIGN DIRECT INVESTMENT AND ORGANISATIONS

Foreign direct investment - Forms, policy, FDI in retail trade - Problems and consequences, FEMA - Multinational corporation's role and recent trends; Problems and consequences; Role of government in India's foreign trade, EOU, EPZ, SEZ in India; International cooperation - International bank for reconstruction and development (IBRD), International monetary fund (IMF), International development association (IDA), International finance corporation (IFC) and Asian development bank (ADB), Regional economic cooperation, United Nations conference on trade and development (UNCTAD).

UNIT-IV IMPORT AND EXPORT POLICY

India's foreign trade policy (Recent); Import policy and export policy; EXIM bank – Objectives and functions of EXIM bank; Export financing programmes, range of financing programmes, operations under programmes of funded and non-funded assistance; Export trade procedures - Offer and receipt of orders, export licensing, producing the goods, shipment, banking procedure; Export documentation, exporter's declaration, shipping bills, bills of lading, certificate of origin, consular invoice, letter of credit.

BOOKS RECOMMENDED

1. Indian economy - Mishra and Puri, Himalaya publishing house.
2. International Business - K. Aswathappa, McGraw Hill.
3. International Trade and Export Management - Francis Cherrunilam, Himalaya Publishing House.
4. International Business Environment - Francies Cherunilam, Himalaya publishing house.
5. International Finance – V. A. Avadhani, Himalaya publishing house.
6. International Business - P. Subba Rao, Himalaya publishing house.
7. International Economics - Mithani D.M, Himalaya Publishing House.
8. Money, Banking and International Trade - M.L. Seth, Lakshmi Narain Agarwal.
9. Export-Import Policy - Ministry of Commerce, Govt. of India.

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SCHEME OF COURSES UNDER NON CBCS FOR M. COM

M. COM. SECOND SEMESTER

S.No	Course	Course No	UGC Classification	Credit	Total Credit
1	Advanced Accounting	M.COM-C211	Core	4	12
2	Strategic Financial Management	M.COM-C212		4	
3	Viva-Voce	M.COM-C213		4	
4	Strategic Management	M.COM-E214	Elective	4	12
5	Human Resource Management	M.COM-E215		4	
6	Marketing Management	M.COM-E216		4	
7	General Business and Management Consultancy	M.COM-E217		4	

**DIRECTORATE OF DISTANCE EDUCATION
UNIVERSITY OF JAMMU
M.COM. SECOND SEMESTER (NCBCS)
ADVANCED ACCOUNTING
(Core Course)**

Course: M.COM-C211

Credit: 4

Time: 3.00 Hrs

Max Marks: 100 Marks

External: 80 Marks

Internal: 20 Marks

(Syllabus for the examinations to be held in May 2020, 2021, 2022)

OBJECTIVE: To provide students with an insight into accounting for human resource, consolidation of financial statements, accounting for changes in financial position and reasons for mergers and acquisitions.

UNIT-I FINANCING FOR EXPANSION (MERGERS AND ACQUISITIONS)

Meaning and forms of expansion; Forms of combination; Economics/ Reasons of merger; Types of mergers; Legal and procedural aspects of mergers; Valuation of firms; Forms of financing a merger; Capital structure after merger and consolidations; Financial problems of merger and consolidations; Mergers in India; Accounting for amalgamations AS-14; SEBI (Substantial acquisition of shares and takeovers) Regulations, 1997; Computation of share exchange ratio, Pre-merger EPS and Post-merger EPS.

UNIT- II ACCOUNTS OF GOVERNMENT COMPANIES AND STATUTORY CORPORATIONS

Accounts of government companies; Preparation and presentation of the final accounts; Forms and contents of statement of profit and loss account; Forms and contents of statement of balance sheet; Accounts of statutory corporations; Specimen of directions issued by the Comptroller and Auditor-General-System of accounts and book-keeping, internal control, manufacturing and production accounts, statement of profit and loss account and balance sheet.

UNIT- III CONSOLIDATED FINANCIAL STATEMENTS

Meaning, objectives, merits and demerits of Holding Companies; Rationale for Holding Companies; Advanced treatment of dividends, bonus shares, fictitious assets, unrealized profit, contingent liabilities and revaluation of assets; Treatment of goodwill already appearing in the books of Subsidiary Companies; Elimination of common transactions; Holding Companies having more than one subsidiary; Sale and purchase of shares in subsidiary company; Preparation of consolidated balance sheet.

UNIT- IV VALUATION OF RATE OF RETURNS ON CAPITAL EMPLOYED AND LEASE EVALUATION

Meaning of return on capital employed; Valuation of return on capital employed by net assets approach and liabilities approach method; Computation of profit for return on capital employed; Precautions to be taken while using return on capital employed; Significance of return on capital employed; Limitations of return on capital employed; Lease evaluation-meaning of leasing and types of leasing arrangements; Difference between financial lease and operating lease; Financial evaluation of lease from the point of view lessee and lessor.

BOOKS RECOMMENDED

1. D.S. Rawat: Accounting Standards (IV Edition), Taxmann Publication.
2. S.N. Maheshwari and SK Maheshwari ,Corporate Accounting (4th edition): Vikas Publishing House.

3. S.P. Jain & K.L. Narang: Higher Accounting, Kalayani Publishers.
4. Ashok Sehgal and Deepak Sehgal: Advanced Accounting, Taxmann Publications.
5. R.L. Gupta, Advanced Accounts: Sultan Chand & Sons, New Delhi.
6. Shukla, Grewal & Gupta: Advanced Accounts, S. Chand Publishers.
7. Horngren, Sundens: Introduction to Financial Accounting Elliot, Pearson Education Publishers.
8. PC Tulsian: Financial Accounting, Tata McGraw Hill Publications.
9. Welsch and Anthony: Fundamentals of Financial Accounting, Richard D Irwin Inc.

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DIRECTORATE OF DISTANCE EDUCATION
UNIVERSITY OF JAMMU
M.COM. SECOND SEMESTER (NCBCS)
STRATEGIC FINANCIAL MANAGEMENT
(Core Course)

Course: M.COM-C212

Credit: 4

Time: 3.00 Hrs

Max Marks: 100 Marks

External: 80 Marks

Internal: 20 Marks

(Syllabus for the examinations to be held in May 2020, 2021, 2022)

OBJECTIVE: To develop an understanding of the concept, scope, functions and relevant techniques of financial analysis with respect to strategic orientation for success in the globalised era.

UNIT-I BASICS OF FINANCIAL MANAGEMENT

Concept; Nature; Scope; Objectives of financial management; Functions of finance manager; Interface of financial management with other functional areas; Challenges faced by finance managers in globalisation era, Critical appraisal of different securities as sources of finance; Financial planning and forecasting; Concept, types and techniques of financial analysis; Financial policy and corporate strategy.

UNIT—II CAPITAL BUDGETING & COST OF CAPITAL

Concept, Nature, process of capital budgeting; Techniques of evaluating capital budgeting- Payback period, accounting rate of return, net present value method, internal rate of return and profitability index method; Cost of capital- Concept, Importance; Specific cost of capital- computations of cost of equity, preference, debt and retained earnings; Composite cost of capital.

UNIT –III LEVERAGES & CAPITAL STRUCTURE

Leverages- Concept, Types of Leverage: Operating leverage, financial leverage and Combined leverage; Capital structure- Concept, assumptions; Approaches: Net income approach; net operating income approach; traditional approach; MM approach; Factors influencing capital structure.

UNIT–IV WORKING CAPITAL MANAGEMENT

Concept; Need for working capital; Factors influencing the composition of working capital; Interdependence among components of working capital; Operating cycle approach to working capital; Cash management: Concept and techniques of cash management; Inventory management: Concept; Types of inventory; Costs of inventory; Techniques of inventory management; Receivables management- Concept; Credit standards; Credit analysis; Credit terms; Critical appraisal of short term sources of finance; Management of earnings.

BOOKS RECOMMENDED

1. Van Horne J.: Financial Management & Policy, Pearson Education, Delhi.
2. Brealey and Myers: Principles of Corporate Finance, Tata McGraw Hill, New Delhi.
3. Prasanna Chandra: Financial Management Theory and Practice, Tata McGraw Hill, New Delhi.
4. Khan, M. Y. & Jain, P. K.: Financial Management, Tata McGraw Hill, New Delhi.
5. Pandey, I.M.: Financial Management, Vikas publishers.
6. John J.: Financial Decision Making: Concept, Problem & Cases, Prentice Hall.

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**DIRECTORATE OF DISTANCE EDUCATION
UNIVERSITY OF JAMMU
M.COM. SECOND SEMESTER (NCBCS)
VIVA-VOCE
(Core Course)**

**Course: M.COM-C213
Credit: 4**

Max Marks: 100 Marks

(Syllabus for the examinations to be held in May 2020, 2021, 2022)

OBJECTIVES: To enable the students to express their knowledge and communicate ability with logic and confidence.

Each M.Com IInd semester student shall have to appear in viva voce which will be conducted by a faculty not below the rank of professor.

Viva voce will be comprehensive in nature on the topics of current relevance to Commerce studied in the M. Com. Course during II semesters. Students will have to answer queries in the subjects they have studied and have to express their views, exhibit their communication skills and knowledge in the subjects.

The experts will evaluate the performance of a candidate during viva-voce for at least 10 minutes for 100 marks. Invariably the performance will be seen in contents presented by the candidate, his/her confidence, communication skill, arguments with logic and evidence, and over all knowledge etc.

**DIRECTORATE OF DISTANCE EDUCATION
UNIVERSITY OF JAMMU
M.COM. SECOND SEMESTER (NCBCS)
STRATEGIC MANAGEMENT
(Elective Course)**

**Course: M.COM-E214
Credit: 4
Time: 3.00 Hrs**

**Max Marks: 100 Marks
External: 80 Marks
Internal: 20 Marks**

(Syllabus for the examinations to be held in May 2020, 2021, 2022)

OBJECTIVE: To enhance the decision making abilities of students in situations of uncertainty in the context of dynamic environment.

UNIT- I FUNDAMENTALS OF BUSINESS POLICY AND STRATEGIC MANAGEMENT

Strategy-Meaning, kinds & importance of strategy, shift from the term business policy to strategic management; Strategic management process; Mission, objective & goals; Schools of thought in Strategic Management; Mckinsey 7s framework; Corporate planning-Meaning, process, benefits approaches, why corporate planning fails and pre-requisites for its success.

UNIT- II STRATEGY FORMULATION

Environmental analysis-Concept, components, environment scanning and appraising; Organisational appraisal-Dynamics for internal environment, organisational capability factors, techniques used for organisational appraisal; Strategic alternatives-Modernisation, diversification, integration, mergers, takeover, joint ventures, turnaround, disinvestment, liquidation, combination, strategic alliance; Strategic choice process; Corporate portfolio analysis-Industry, competition, SWOT analysis, subjective factors in strategic choice, contingency strategies and strategic plan.

UNIT- III STRATEGIC IMPLEMENTATION

Strategy implementation-Issues, project implementation, procedural implementation, resource allocation, structural implementation & structure for strategies; Organisational design and change; Organisational system; Functional plans and policies-Marketing, operations, personnel, financial integration of functional plans and policies; Behavioural implementation-Leadership implementation, corporate culture, business ethics, social responsibilities.

UNIT- IV STRATEGIC EVALUATION

An overview of strategic evaluation and control; Types of control-Strategic & operational control; Techniques of strategic evaluation and control; Role of organisational systems and control; Global issues in strategic management; Recent advances & core competence as the root of competitive advantage.

BOOKS RECOMMENDED

1. Bhattachary, S.K. and N. Venkataramin, Managing Business Enterprises: Strategies, Structures and Systems, Vikas Publishing House, New Delhi.
2. Budhiraja, S.B. and M.B. Athreya: Cases in Strategic Management, Tata McGraw Hill, New Delhi.
3. Hamermesh Michael E. Porter: Business Policy Text and Cases, Irwin, Inc., Homewood Illinois.
4. Coulter, Mary K.,:Strategic Management in Action, Prentice Hall, New Jersey.

5. Kazmi, Azhar: Business Policy, Tata McGraw Hill, Delhi.
6. Acharaya & Grover: Business Policy and Strategic Management, Himalayan Publication, Delhi
7. Lawarance R. Jaunch and William F. Fluock: Business Policy & Strategic Management, Tata McGraw Hill, Delhi.

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DIRECTORATE OF DISTANCE EDUCATION
UNIVERSITY OF JAMMU
M.COM. SECOND SEMESTER (NCBCS)
HUMAN RESOURCE MANAGEMENT
(Elective Course)

Course: M.COM-E215

Credit: 4

Time: 3.00 Hrs

Max Marks: 100 Marks

External: 80 Marks

Internal: 20 Marks

(Syllabus for the examinations to be held in May 2020, 2021, 2022)

OBJECTIVE: To acquaint the students with fundamental of managing human resources. It will provide students the knowledge about the techniques, procedures and various aspects of human resource management.

UNIT- I INTRODUCTION TO HUMAN RESOURCE MANAGEMENT (HRM)
HRM- Concept, Features, functions, principles and challenges; General Evolution of HRM, evolution of HRM in India; HRM models- Harvard model, Guest Model, Michigan Model and Warwick Model; H R Policy-Specific and over all HR policies; Qualifications of HR professionals; Jobs in HRM; code of ethics of society for HRM; Personnel management V/S HRM;

UNIT-II PROCUREMENT, TRAINING & APPRAISAL
Human resource planning- Features, process and factors affecting human resource planning; Job analysis- Concept, process; Job description & Job specification; Recruitment- Process and sources of recruitment; Selection-Process and Tests; Placement-Principles and process; Orientation-Concept, and types; Promotion-Principles, types of promotions; Transfers, Separation; Absenteeism; Labour turnover; Employee training; Performance appraisal – Concept, evaluation process, ethics of appraisal.

UNIT-III COMPENSATION & GRIEVANCE REDRESSAL MECHANISM
Job evaluation- Concept, need, process and techniques; Wage & Salary administration- Wage concepts, theories, wage determination process, factors affecting wage & salary structure, principles of wage administration; Broad Banding-Concept and process; Incentives – Monetary and non-monetary incentives; Group incentives; Grievance Redressal – Causes, need, machinery & guiding principles.

UNIT-IV INDUSTRIAL RELATIONS & LABOUR WELFARE
Concept & approaches of industrial relations; Industrial disputes – Concept and causes; Machinery for settlement of industrial disputes- Conciliation, arbitration, adjudication; Conflict resolution-Collective bargaining, workers' participation in management, workers' empowerment & quality circles; Labour welfare – Features, objectives, need, types & approaches; Labour welfare officer – Qualification, functions & duties.

BOOKS RECOMMENDED

1. Wanye F. Cascio and Ranjeet Nambudiri: Managing Human Resources, Tata McGraw Hill Education Pvt. Ltd., New Delhi
2. Garry Dessler: Human Resource Management, Prentice Hall, India
3. P Suba Rao: Human Resource Management, Himalaya Publishing House
4. C.B. Memoria, Satish Memoria & SV Gankar: Dynamics of Industrial Relations, Himalaya Publishing House
5. [Michael Armstrong](#): Armstrong's Handbook of Human Resource Management Practice Paperback, Kogan Page Publishers

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**DIRECTORATE OF DISTANCE EDUCATION
UNIVERSITY OF JAMMU
M.COM. SECOND SEMESTER (NCBCS)
MARKETING MANAGEMENT
(Elective Course)**

Course: M.COM-E216

Credit: 4

Time: 3.00 Hrs

Max Marks: 100 Marks

External: 80 Marks

Internal: 20 Marks

(Syllabus for the examinations to be held in May 2020, 2021, 2022)

OBJECTIVE: To acquaint the students with the basics of marketing and equip them with marketing skills for decision making in an organisation.

UNIT- I MARKETING & MARKETING ENVIRONMENT

Introduction to marketing- Concept, scope and importance of marketing; Key customer markets; Concepts/Philosophies of marketing; Marketing tasks; Marketing mix; Marketing environment: Techniques of environmental scanning; Marketing information systems; Marketing strategy and organisation for Indian markets; Connecting with customers – Creating customer value, satisfaction and loyalty.

UNIT- II CONSUMERS, MARKETS & MARKET POSITIONING

Analyzing markets- Factors influencing consumer behaviour; Buying decision process; Post- purchase behaviour; Analysing Business Markets- Organisational buying, buying situations, systems buying & selling, participants in the business buying process; Purchasing/procurement process, stages in the buying process; Market segmentation- Levels of market segmentation, segmenting consumer markets, segmenting business markets; Michael Porter's Five Forces Model; Analyzing competitors; Strategies for market leaders; Targeting and positioning.

UNIT-III PRODUCT & PRICE- MIX DECISIONS

Product decisions- Product characteristics, classifications, differentiation, packaging & labelling; Product Life Cycle-; New product development – Market testing, commercialisation, challenges in new product development; Pricing strategies- Understanding pricing, setting the price, initiating and responding to price changes, reactions and responding to competitor's price changes; Contemporary topics:- Green marketing; Blue marketing; Event marketing; Network marketing; Direct marketing.

UNIT-IV PLACE & PROMOTION MIX DECISIONS

Marketing channels- Channel development, value networks, types of marketing channels, role of marketing channels, identifying major channel alternatives, channel decisions; Retailing- Types of retailers, trends in retailing; Wholesaling- The growth and types of wholesaling, wholesaler marketing decisions, trends in wholesaling; Marketing communication- The role of marketing communications, communications mix; Advertising; Sales promotion; Public Relations and Publicity; Events and Experiences; Personal selling; Contemporary topics- Global marketing; Niche marketing; Social marketing; Viral marketing.

BOOKS RECOMMENDED

1. P. Kotler and K.J. Keller, Marketing Management: A South Asian Perspective, Prentice Hall India.

2. V.S. Ramaswamy, & S. Namakumari: Marketing Management, Planning, Implementation and Control, Macmillan.
3. Britt and Boyd (ed): Marketing Management and Administrative Action, Tata McGraw Hill.
4. T.K. Panda: Marketing Management: Text and Cases, Excel Books.
5. P. Kotler and Armstrong: Principles of Marketing, Prentice Hall India
6. Douglas, K. Hoffman, et al: Marketing, Best Practices, Thomson South-Western
7. R. Saxena, Marketing Management, Tata McGraw Hill.

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DIRECTORATE OF DISTANCE EDUCATION
UNIVERSITY OF JAMMU
M.COM. SECOND SEMESTER (NCBCS)
GENERAL BUSINESS AND MANAGEMENT CONSULTANCY
(Elective Course)

Course: M.COM-E217

Credit: 4

Time: 3.00 Hrs

Max Marks: 100 Marks

External: 80 Marks

Internal: 20 Marks

(Syllabus for the examinations to be held in May 2020, 2021, 2022)

OBJECTIVE: The aim of this course is to provide the participants with a good understanding of consultancy management and the underlying tools and techniques for business process analysis and strategic change management.

UNIT- I INTRODUCTION TO MANAGEMENT CONSULTANCY

Concept, nature, functional scope; history of management consultancy; Structure of the industry, suppliers from outside the industry; Consultancy markets and suppliers; Consulting industry – the current consulting scenario; Range of services provided-Generalist and specialist services, types of consultancy organisations, management consultancy and other professions; Management consultancy, training and research. Consultants - Concept, types, role and skills.

UNIT-II PROFESSIONALISM AND ETHICS IN CONSULTANCY

Consultancy as a profession or an industry?, Managing consultancy, consultancy marketing strategies; Professionalism; Professional associations and codes of conduct, certification and licensing, legal liability and professional responsibility, management consultancy, ethical norms, ethical guidelines; Professionalism and ethics in consultancy; Consultant-client relationship; Consulting internationally, role of internal consultant.

UNIT-III CONSULTANCY PROCESS AND MANAGEMENT

Consultancy process- Entry stage, diagnosis stage, action planning, implementation, termination. Managing a consulting firm-fundamentals of management in the consulting profession, consulting firm strategy, marketing of consulting services, costs and fees, assignment management, quality management in consulting, operational and financial control, knowledge management in consulting firms, structuring a consulting firm; Techniques, consulting methods and models; Impact of Information technology on consultancy practice; Guiding principles in consultancy services; Future of Consultancy; SWOT analysis of the consultancy industry.

UNIT-IV CONSULTANCY IN VARIOUS AREAS OF MANAGEMENT

Consultancy in various areas of management – General and strategic management, information technology, financial management, marketing and distribution management, e-business, human resource management, operations management, knowledge management, total quality management, consultancy on productivity and performance improvement, consultancy on social role and responsibility of business, consulting for informal sector, consulting for the public sector and small business management and development, consultancy in company transformation.

BOOKS RECOMMENDED

1. Milan Kubr, Management Consulting: A Guide to the Profession (Fourth edition), International Labor Office Geneva.
2. Philip Sadler: Management Consultancy- A handbook for best Practice, Kogan Page Limited, London.
3. S M Jha: Service Marketing – Himalaya Publishing House.
4. Joe O'Mahoney and Calvert Markham: Management Consultancy (second edition), Oxford university press.U K.
5. Srivastava and Pramila Srivastava: Management Consulting in India: Practice and Experiences for Business Excellence, Sage.
6. Alan Weiss, The Consulting Bible: Everything You Need to Know to Create and Expand a Seven-Figure Consulting Practice, John wiley & sons,Inc., Hoboken, New Jersey.

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SCHEME OF COURSES UNDER NON CBCS FOR M. COM

M. COM. THIRD SEMESTER

S.No	Course	Course No	UGC Classification	Credit	Total Credit
1	Investment Management	M.COM-FC311	Core	4	12
2	Capital Market Analysis	M.COM-FC312		4	
3	Presentation of Business Performance	M.COM-FC313		4	
4	Financial Markets and Institutions	M.COM-FE314	Elective	4	12
5	Financial Policies and Practices	M.COM-FE315		4	
6	Behavioural Finance	M.COM-FE316		4	
7	Financial Econometrics	M.COM-FE317		4	

FINANCE GROUP

DIRECTORATE OF DISTANCE EDUCATION

UNIVERSITY OF JAMMU

M.COM. THIRD SEMESTER (NCBCS)

FINANCE GROUP

INVESTMENT MANAGEMENT

(Core Course)

Course: M.COM-FC311

Max Marks: 100 Marks

Credit: 4

External: 80 Marks

Time: 3.00 Hrs

Internal: 20 Marks

(Syllabus for the examinations to be held in Dec 2020, 2021, 2022)

OBJECTIVES: To make the students familiar with the conceptual framework of securities markets and the instruments traded therein.

UNIT 1: INTRODUCTION

Meaning and definitions of investment; Objectives of investments; Classifications of investments; Modes of investment; Scope of investment management; Factors affecting investment decisions; Process of investment decisions; Difference between investment & speculation and investment & gambling; Real and financial assets-meaning, types and features of an ideal investment programme.

UNIT-II VALUATION OF SECURITIES

Meaning and types of securities- equity based and debt based; Valuation of securities- bond and equity valuation; Legal framework of security markets in India; Organized stock exchanges; Trading and operational mechanism of stock exchanges in India; Listing of Securities; Online trading; Dematerialization, depositories and depository participants; WAP enabled trading.

UNIT- III: MUTUAL FUNDS AND SECURITY MARKET ANALYSIS

Mutual funds-concept and origin of the mutual funds; Types of mutual funds; Importance of mutual funds; Estimation of net asset value of mutual funds; Mutual funds in India; Security market analysis – fundamental analysis; Economic, industry and company analyses; Technical analysis – methods of technical analysis; Dow theory and Random Walk Hypothesis.

UNIT- IV: INVESTMENT AND TAXATION

Investment management –Portfolio management-meaning of portfolio management; Principles of portfolio management; Ingredients of portfolio management; Selection of portfolio–Markowitz Diversification; Investment and taxation; Long-term and short-term capital gains; Taxation of capital gains; Dividend taxation; Interest taxation; Tax saving ideas; Tax free bonds.

BOOKS RECOMMENDED

1. Donald E. Fisher and Ronald J. Jordan, Securities Analysis and Portfolio Management, Prentice Hall, New Delhi.
2. Sourain, Harry. , Investment Management, Prentice Hall of India.
3. Francis and Archer, Portfolio Management, Prentice Hall of India.
4. Gupta L.C., Stock Exchange Trading in India: Prentice Hall of India.

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DIRECTORATE OF DISTANCE EDUCATION

UNIVERSITY OF JAMMU

M.COM. THIRD SEMESTER (NCBCS)

FINANCE GROUP

CAPITAL MARKET ANALYSIS

(Core Course)

Course: M.COM-FC312

Max Marks: 100 Marks

Credit: 4

External: 80 Marks

Time: 3.00 Hrs

Internal: 20 Marks

(Syllabus for the examinations to be held in Dec 2020, 2021, 2022)

OBJECTIVE: To provide knowledge about economic and legal framework of capital market.

UNIT – I: ECONOMIC FRAMEWORK OF CAPITAL MARKET

Introduction; Constituents of the financial system; financial assets; Financial intermediaries; Capital market: concept, functions of capital market, role of capital market in resource allocation, capital formation, stages of capital formation, role of capital market in capital formation; Capital market investment institutions: National and State level institutions, qualified institutional buyers, anchor investors, private equity, venture capital, angel fund, pension fund, foreign portfolio investors, mutual fund, exchange traded funds, fund of funds, alternate investment fund, hedge funds; Resource mobilisation in International capital market.

UNIT – II: PRIMARY MARKET

Introduction; types of issue; Offer for sale: meaning, process, difference between offer for sale process and IPOs/FPOs, SEBI guidelines on offer for sale, filing of offer document, pre-issue management, post-issue management, co-ordination with intermediaries, underwriting, due diligence, basis of allotment, book building, green shoe option facility, rights issue, bonus issue, preferential issue, qualified institutions placement, placement document, pricing, institutional placement programme, appointment of merchant banker, offer document, listing agreement, event based and time based compliance under listing agreement.

UNIT – III: SECONDARY MARKET

History of stock exchanges; Continuing compliance obligations and disclosures: Post-listing activities, Corporate Actions; Requirements for Continuing Listing; Corporate Governance Norms; Disclosures as per Listing Agreement: Price Sensitive Information, Material Changes, Quarterly results; Functioning of an Exchange: Margining, Trading, Clearing and Settlement, Trade Guarantee Fund, Trading Software, Arbitration Mechanism; Market instruments; Stock market indices: importance of indices, computation of stock index, differences between indices, SENSEX, BSE sectoral indices.

UNIT – IV: LEGAL FRAMEWORK

Introduction; Issue and listing of securities; Regulatory framework relating to securities market intermediaries; Ministry of finance- capital market division; Ministry of Corporate Affairs; Companies Act 2013; SEBI Act, 1992; Securities Contracts (Regulation) Act, 1956; Depositories Act, 1996; SEBI regulations and Guidelines: overview, SEBI (Prohibition of Insider Trading) regulations, 1992, SEBI(Substantial Acquisitions of Shares and Takeovers) regulations, 2011; Prevention of Money Laundering Act, 2002; Grievance Redressal Mechanism: Stock Exchange Investor Protection Fund), SEBI (SAT); Enforcement: economics offences wing, financial intelligence unit, central Bureau of investigation; Financial Action Task Force Securities Contract(Regulation)(Stock Exchanges and Clearing Corporations) Regulations, 2012.

BOOKS RECOMMENDED

1. Indian Financial Systems- By M.Y. Khan, Tata McGraw Hill Education
2. Capital Markets- By Dr. S. Gurusamy, Tata McGraw Hill Education
- 3. Financial Institutions and Markets- By Shashi K Gupta, Neeti Gupta, Nishja Aggarwal, Kalyani Publishers**
- 4. Guide to Indian Capital Market- By Sanjeev Aggarwal, Bharat Law House**
- 5. SEBI- Law, Practice & Procedure- By S. Suryanarayanan & V. Varadarajan, Commercial Law Publishers Pvt. Ltd.**

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DIRECTORATE OF DISTANCE EDUCATION
UNIVERSITY OF JAMMU
M.COM. THIRD SEMESTER (NCBCS)
FINANCE GROUP
PRESENTATION OF BUSINESS PERFORMANCE
(Core Course)

Course: M.COM-FC313

Max Marks: 100 Marks

Credit: 4

(Syllabus for the examinations to be held in Dec 2020, 2021, 2022)

Each candidate shall make preferably power point presentation on business performance of any company of his/her choice out of top 500 companies. The said presentation would be evaluated by a faculty not below the rank of a professor.

Each candidate shall make presentation before a group of about 30 students and assessment will be made by Board members on the following parameters:

1. Content of presentation: 20 Marks
2. Current knowledge: 20 Marks
3. Communication skill: 20 Marks
4. Quality of questions raised: 20 Marks
5. Quality of answers given: 20 Marks

During the presentation no candidate can leave the seminar room till the presentation of all the candidates is over. Moreover, HOD of concerned college or University Campus or DDE would also ensure that no candidate would repeat the same presentation already made by somebody else in the seminar.

DIRECTORATE OF DISTANCE EDUCATION
UNIVERSITY OF JAMMU
M.COM. THIRD SEMESTER (NCBCS)
FINANCE GROUP
FINANCIAL MARKETS AND INSTITUTIONS
(Elective Course)

Course: M.COM-FE314

Max Marks: 100 Marks

Credit: 4

External: 80 Marks

Time: 3.00 Hrs

Internal: 20 Marks

(Syllabus for the examinations to be held in Dec 2020, 2021, 2022)

OBJECTIVE: To acquaint the students with various types of financial markets and institutions and their contribution towards growth and development of Indian economy.

UNIT- I NATURE OF FINANCIAL SYSTEM AND MARKETS

Structure of Financial System: Financial institutions, financial markets, financial instruments and services; Development of financial system in India; Financial system and economic development; Financial markets in India: Indian money markets: Meaning, need, call money market, treasury bill market, commercial bill market, markets for commercial paper & certificate of deposits; Capital markets: Features of capital market instruments, recent developments in Indian capital markets; Money market vs. capital markets; Markets for derivatives: General features of forwards, futures, forwards vs. futures, options, swaps, types of swaps.

UNIT- II EXCHANGE RATES & CURRENCY MARKETS

Concept of exchange rates; Determinants of exchange rates; Devaluation; Depreciation; Devaluation vs. depreciation; International financial flows; Types of risks; Risk hedging and futures; Risk and financial assets; Criteria to evaluate assets; Return on assets; Theories of the level of interest rates: Classical theory, loanable funds theory, Keynesian theory, Relationship between long term & short term rates; Appropriate interest rates policy.

UNIT- III FINANCIAL INSTITUTIONS AND CREDIT POLICIES

Meaning, functions, role of financial institutions; Impact of credit crisis on financial institutions; Reserve Bank of India: Functions, role, organisation & management; Aims and objectives of the monetary policy of RBI, effectiveness of monetary policy; Credit creation and its control; Profitability and efficiency of banks; Commercial banks: Nature, types, functions, banking innovation; Regional rural banks: Functions, purpose.

UNIT- IV: DEVELOPMENT AND INVESTMENT BANKING

Development banks: Role, functions; Development financial institutions: IFCI, IDBI, IDFC, EXIM bank, NABARD, ICICI; Lending operation of World Bank and its affiliates: Working of IDA, IFC & ADB, Non-banking financial institutions: Types, features, role and growth of investment companies, hire-purchase companies, lease finance, housing finance, merchant banks, venture capital funds.

BOOKS RECOMMENDED

1. Bhole, L. M., Financial Institutions and Markets, Tata McGraw Hill Company Ltd., New Delhi.
2. Bhole, L. M. Indian Financial System, Chugh Publications, Allahabad.
3. Edminster, R.O., Financial Institutions, Markets and Management, McGraw Hill, New York.
4. Goldsmith, R. W., Financial Structure and Development, Yale, London.
5. Hanson, J. A. and S. Kathuria (Eds.), India, A Financial Sector for The 21st Century.
6. Century, Oxford University Press, New Delhi.
7. Johnson, H. J. Financial Institutions and Markets, McGraw Hill, New York.
8. Khan, M. Y. Indian Financial System, Tata McGraw Hill, New Delhi.

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DIRECTORATE OF DISTANCE EDUCATION

UNIVERSITY OF JAMMU

M.COM. THIRD SEMESTER (NCBCS)

FINANCE GROUP

FINANCIAL POLICIES AND PRACTICES

(Elective Course)

Course: M.COM-FE315

Max Marks: 100 Marks

Credit: 4

External: 80 Marks

Time: 3.00 Hrs

Internal: 20 Marks

(Syllabus for the examinations to be held in Dec 2020, 2021, 2022)

OBJECTIVE: To enable the students to acquire the sound knowledge of concepts, nature, structure, policies and practices followed in business finance.

UNIT-I: FINANCING PLANNING & CAPITALISATION

Concept of investment, financing and dividend policy decisions; Concept and objectives of financial planning; Essentials of financial planning; Steps in financial planning; Estimating financial requirements; Limitations of financial planning; Over-capitalisation- causes, effects and remedies; Under-capitalisation- causes, effects and remedies; Over-capitalisations versus under-capitalisation.

UNIT-II: LONG TERM SOURCES OF FINANCE

Concept of equity shares; Characteristics of equity shares; Advantage and disadvantages of equity shares; Concept of preference shares; Characteristics of preference shares; Types of preference shares; Advantages and disadvantages of preference shares; Concept of debentures; Characteristics of debentures; Classification of debentures; Procedure of issuing debentures; Concept of venture capital; Concept of leasing; Types of leasing; Buy or leasing decisions.

UNIT-III: SHORT TERM FINANCE & WORKING CAPITAL

Concept and characteristics of short term financing; Advantages and disadvantages of short term financing; Sources of short term financing; Concept of trade credit; Bank financing; Account receivables; Concept and functions of Factoring; Concept of working capital management; Working capital cycle; Approaches of working capital financing; Different components of working capital management; Inventory management; Cash management; Receivable management; Credit policies, Credit terms; Collection policies.

UNIT IV: MANAGEMENT OF SURPLUS AND DIVIDEND POLICIES

Concept of retained earnings; Advantages and disadvantages of retained earnings; Concept of dividend; Fixed dividend policy, Payout ratio; Models of dividend- Walter model; Gordon model and

MM hypothesis of irrelevance of dividend; Factors influencing dividend policy; Dividend policy in practice.

BOOKS RECOMMENDED

1. Bhattacharya, Hrishikas, Working Capital Management, Strategies and Techniques, Prentice Hall, New Delhi.
2. Chandra, Prasanna, Financial Decision Making, Prentice Hall, New Delhi.
3. Hampton, John, Financial Decision Making, Prentice Hall, New Delhi.
4. Pandey, I.M., Financial Management, Vikas Publishing House, New Delhi.
5. Van Horne, J.C. and J.M. Wachowicz Jr, Fundamentals of financial Management, Prentice-Hall, New Delhi.
6. Van Horne, James C, Financial Management and Policy, Prentice Hall New Delhi.

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DIRECTORATE OF DISTANCE EDUCATION

UNIVERSITY OF JAMMU

M.COM. THIRD SEMESTER (NCBCS)

FINANCE GROUP

BEHAVIOURAL FINANCE

(Elective Course)

Course: M.COM-FE316

Max Marks: 100 Marks

Credit: 4

External: 80 Marks

Time: 3.00 Hrs

Internal: 20 Marks

(Syllabus for the examinations to be held in Dec 2020, 2021, 2022)

OBJECTIVE: The purpose of this course is to introduce the student to the new field of behavioural finance. Students will deal with major implications of human psychology for financial decision-makers and for financial markets. Upon completion of this course, students will be able to have a good understanding of the major concepts and topics of behavioural finance.

UNIT-I: RATIONAL MARKETS HYPOTHESIS AND THE CHALLENGE OF BEHAVIOURALISTS

Introduction to behavioural finance; Intellectual underpinnings; The rise of the rational markets hypothesis; Impact on wall street and the corporate; The challenges of behaviouralists; Synthesis and future horizons.

UNIT-II: FOUNDATION OF RATIONAL FINANCE

Expected utility theory; Modern portfolio theory; Capital asset pricing model (CAPM); Efficient markets hypothesis; Agency theory; The influence of psychology.

UNIT-III: FOUNDATIONS OF BEHAVIOURAL FINANCE (Heuristics and Biases)

How the human mind works-the two systems; Familiarity and related heuristics; Representativeness and related biases; Anchoring; Irrationality and adaptation; Hyperbolic discounting.

UNIT-IV: PROSPECT THEORY AND MENTAL ACCOUNTING

Error in Bernoulli's theory; Prospect theory; SP/ A theory; Framing; Mental Accounting; Emotional factors and social forces-substance of emotion, theories of emotion, evolutionary perspective on emotions, types and dimensions of emotions, emotional style, emotions and investing, social influence, social influence on investment and consumption.

BOOKS RECOMMENDED

1. Chandra, P. (2017). Behavioural Finance, Tata Mc Graw Hill Education, Chennai (India).
2. Ackert, Lucy, Richard Deaves (2010), Behavioral Finance: Psychology, Decision Making and Markets, Cengage Learning.
3. Forbes, William (2009), Behavioural Finance, Wiley.
4. Kahneman, D. and Tversky, A. (2000). Choices, values and frames. New York: Cambridge Univ. Press.
5. Shefrin, H. (2002). Beyond Greed and Fear: Understanding Behavioral Finance and Psychology of investing. New York: Oxford University Press.
6. Shleifer, A. (2000). Inefficient markets: An introduction to Behavioral Finance. Oxford Univ. Press.
7. Thaler, R. (1993). Advances in Behavioral Finance. Vol. I. New York: Russell Sage Foundation.
8. Thaler, R. (2005). Advances in Behavioral Finance. Vol. II. New York: Princeton University Press.

NOTE FOR PAPER SETTING

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Section A: It will consist of eight short answer questions, selecting two from each unit. A candidate has to attempt any six and answer to each question shall be within 200 words. Each question carries four marks and total weightage to this section shall be 24 marks.

Section B: It will consist of six essay type questions with answer to each question within 800 words. One question will be set atleast from each unit and the candidate has to attempt four. Each question will carry 14 marks and total weightage shall be 56 marks

DIRECTORATE OF DISTANCE EDUCATION

UNIVERSITY OF JAMMU

M.COM. THIRD SEMESTER (NCBCS)

FINANCE GROUP

FINANCIAL ECONOMETRICS

(Elective Course)

Course: M.COM-FE317

Max Marks: 100 Marks

Credit: 4

External: 80 Marks

Time: 3.00 Hrs

Internal: 20 Marks

(Syllabus for the examinations to be held in Dec 2020, 2021, 2022)

OBJECTIVE: The course aims at familiarizing students with the basic concepts of econometrics. Emphasis is on understanding and interpreting relations among economic variables which have a direct impact on the way business is conducted in the world market. The course would address the problems typically encountered in conducting empirical econometric research, in evaluating results and testing hypotheses in making predictions.

UNIT-I INTRODUCTION

Concept of econometrics; Methodology of econometrics; Types of econometrics; Difference between financial econometrics and economic econometrics; Concept of auto-correlation, random walk, correlogram, stationarity and multicollinearity; Different types of data – cross section, time series and panel data.

UNIT-II REGRESSION AND TIME SERIES ANALYSIS

Meaning and definitions of regression; Uses of regression analysis; Regression lines; Regression equations; Standard error of estimate; Limitations of regression analysis; Time series analysis-meaning and definitions of time series; Utility of time series; Components of time series- secular trend, seasonal variations, cyclical variations, irregular variations, preliminary adjustments before analysing time series; Lag and lead correlation.

UNIT-III TIME SERIES ECONOMETRICS

Time series econometrics-Stochastic processes; Stationary stochastic processes; Non stationary stochastic processes; Random walk models; Co-integration; Deterministic and stochastic trends; Unit root tests.

UNIT-IV- TIMES SERIES ECONOMETRICS: FORECASTING

Approaches to economic forecasting, AR, MA and ARIMA modeling of time series data; Multivariate Times Series Analysis, Vector Autoregression Model (VAR):- Estimation and Identification, Causality applying Granger Causality Tests and VAR model, Forecasting using a VAR model.

BOOKS RECOMMENDED

1. Neil de Marchi and Christopher Gilbert (1989). History and methodology of econometrics, Oxford University Press, New York.
2. Mary S. Morgan (1990). The history of econometric ideas, Cambridge University Press, New York.
3. David Colander and Reuvan Brenner (1992). Educating economists, University of Michigan Press.
4. Damodar N Gujrati, Dawn C Porter and Sangeetha Gunasekar (2015). Basic econometrics, Tata Mc Graw-Hill

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SCHEME OF COURSES UNDER NON CBCS FOR M. COM

M. COM. FOURTH SEMESTER

FINANCE GROUP

S.No	Course	Course No	UGC Classification	Credit	Total Credit
1	Financial Decision Analysis	M.COM-FC411	Core	4	12
2	International Finance	M.COM-FC412		4	
3	Comprehensive Viva - Voce	M.COM-FC413		4	
4	Advanced Financial Management	M.COM-FE414	Elective	4	12
5	Working of Stock Exchanges	M.COM-FE415		4	
6	Strategic Cost Management	M.COM-FE416		4	
7	Management of Financial Services	M.COM-FE417		4	

DIRECTORATE OF DISTANCE EDUCATION
UNIVERSITY OF JAMMU
M.COM. FOURTH SEMESTER (NCBCS)
FINANCE GROUP
FINANCIAL DECISION ANALYSIS
(Core Course)

Course: M.COM-FC411
Credit: 4
Time: 3.00 Hrs

Max Marks: 100 Marks
External: 80 Marks
Internal: 20 Marks

(Syllabus for the examinations to be held in May 2021, 2022, 2023)

OBJECTIVES: The objective of this course is to give the students an intensive knowledge of the finance function in specified decision areas.

UNIT – I: NATURE OF FINANCIAL DECISION ANALYSIS

Meaning and concept of financial analysis; Objectives and importance of financial analysis; Parties interested in financial analysis; Types of financial analysis; Major financial decision areas; Ratio analysis and performance: management's point of view, owners' point of view, lender's point of view; Basic factors influencing financial decisions; Projection of financial requirements: meaning and utility of financial projection, techniques of financial projections; Sustainable growth and proforma forecasts; Financial information system: nature of financial information system, role of financial information system in decision-making, designing suitable financial information system.

UNIT – II: RISK ANALYSIS

Concept of certainty, risk and uncertainty; Causes of risk; Types of risk; Risk-return relationship; Measurement of risk; Utility theory and risk analysis in investment decisions; Cost of uncertainty; Decision tree analysis; Capital Asset Pricing Model; Capital market line; Security market line; Asset pricing implications of CAPM; Markowitz model; Economic value added and investment analysis.

UNIT – III: PORTFOLIO AND INSTITUTIONAL MONEY MANAGEMENT

Institutional investors; Portfolio management services; Three errors of the investment industry; Guidelines for investment decisions-the ten commandments; Guidelines for equity investing; Specification of investment objectives and constraints; quantification of capital market expectations; Asset allocation-strategic asset allocation; Asset allocation in response to evolving market; Equity portfolio management strategies; Bond portfolio management strategies.

UNIT – IV: PROFIT PLANNING AND BUSINESS TAXATION

Concept of profit planning; Basics of profit planning; Approaches to profit planning; Strategy and Financial Planning; Capital expenditure decisions: meaning, nature, importance, factors affecting capital expenditure decisions, techniques; Project financing; Taxation and specific management decisions- scope of tax planning in India; taxation and make or buy decision, taxation and capital structure policies, taxation and dividend decisions.

BOOKS RECOMMENDED

1. Analysis for Financial Management- By Robert C. Higgins, McGraw Hill Education
2. Financial Management and Analysis- By Frank J. Fabozzi and Pamela P. Peterson, John Wiley & Sons
3. Financial Analysis Tools and Techniques- By Erich A. Helfert, McGraw Hill Education

4. Financial Management – By Shashi K. Gupta and R.K. Sharma, Kalyani Publishers

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DIRECTORATE OF DISTANCE EDUCATION
UNIVERSITY OF JAMMU
M.COM. FOURTH SEMESTER (NCBCS)
FINANCE GROUP
INTERNATIONAL FINANCE
(Core Course)

Course: M.COM-FC412

Credit: 4

Time: 3.00 Hrs

Max Marks: 100 Marks

External: 80 Marks

Internal: 20 Marks

(Syllabus for the examinations to be held in May 2021, 2022, 2023)

OBJECTIVE: To acquaint the students with the nature and scope of international finance along with procedure and regulatory framework.

UNIT- I: CONCEPT AND NATURE OF INTERNATIONAL FINANCE

Overview of International finance: Concept, nature, scope, significance, role of financial manager; Finance function: Financial firm, non-financial firm; International financial institutions: Role of IMF, WTO & World Bank; International monetary reforms, International liquidity; Special Drawing Rights (SDRs): Uses, Limitations; Prerequisites for making India as an international financial center.

UNIT-II: FOREIGN EXCHANGE MARKETS AND MONETARY SYSTEM

Concept of foreign currency and foreign transactions; Foreign sector and forex markets: Bank's purchase and sale, instruments of credit traded, foreign exchange market components; Role of participants of foreign exchange markets; Currency Derivatives: Forwards, futures, options & swaps; Emerging importance of Indian rupee; Exchange Rate Mechanism: Forces of demand and supply, Gustav's theory; Indian foreign exchange market: Exchange rate system in India, Fixed Vs. fluctuating exchange rates.

UNIT- III: REGULATORY FRAMEWORK OF INTERNATIONAL FINANCE

Exchange Control Regulations: RBI as exchange control authority, authorized dealers, money changers, foreign currency accounts, non-resident accounts; Export Credit Guarantee Corporation (ECGC); Exim Bank; Convertibility; Export and import financing mechanism: Buyers' credit, suppliers' Credit; Exposures: Transaction exposure, economic exposure, translation exposure, exchange rate and currency risk, risk in foreign trade and finance.

UNIT-IV: FINANCIAL MANAGEMENT OF THE MULTINATIONAL FIRM

Foreign Investment: Approaches to international business; ADRs, GDRs, ECBs, FDI: Relevant theories of FDI; Evaluating direct investment projects: International capital budgeting, Project evaluation criteria, ARR, NPV method, PI method, IRR method; Country risk analysis: Political, social, economic risks, reaction to risks, need for risk evaluation; International taxation: Double taxation avoidance agreements.

BOOKS RECOMMENDED

1. International Finance, V. A. Avadhani, Himalaya Publications
2. International Finance, P.G.Apte, Tata McGraw Hill
3. International Finance, Imad A. Moosa, Tata McGraw Hill
4. International Finance, V. K. Sharan, PHI

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**DIRECTORATE OF DISTANCE EDUCATION
UNIVERSITY OF JAMMU
M.COM. FOURTH SEMESTER (NCBCS)
FINANCE GROUP
COMPREHENSIVE VIVA-VOCE
(Core Course)**

**Course: M.COM-FC413
Credit: 4**

Max Marks: 100 Marks

(Syllabus for the examinations to be held in May 2021, 2022, 2023)

OBJECTIVE: To enable the students to express their knowledge and communication ability with logic and confidence

Each M.Com IV Semester student shall have to appear in viva-voce which will be conducted by a faculty not below the rank of professor.

Viva-voce will be comprehensive in nature on the topics of current relevance to Commerce studied at M.Com I, II & III Semesters. Students will have to answer queries in the subjects they have studied and have to express their views, exhibit their communication skills and knowledge in the subject.

The expert will evaluate the performance of a candidate during viva-voce for at least 10 minutes for 100 marks. Invariably the performance will be seen in contents presented by the candidate, his/her confidence, communication skill, arguments with logic and overall knowledge etc.

DIRECTORATE OF DISTANCE EDUCATION
UNIVERSITY OF JAMMU
M.COM. FOURTH SEMESTER (NCBCS)
FINANCE GROUP
ADVANCED FINANCIAL MANAGEMENT
(Elective Course)

Course: M.COM-FE414

Credit: 4

Time: 3.00 Hrs

Max Marks: 100 Marks

External: 80 Marks

Internal: 20 Marks

(Syllabus for the examinations to be held in May 2021, 2022, 2023)

OBJECTIVE: To acquaint students to with the conceptual framework of advanced financial management and its application under various environment constraints.

UNIT-I: INVESTMENT DECISIONS

Inter-relation among investment, financing and dividend decisions; Concept of cash flow; Time value of money- concept, need and techniques of time value of money- discounting and compounding; Risk return trade off; Risk analysis in capital budgeting: Sources of risk, Sensitivity analysis; Measurement of Risk; Application of option pricing theory in investment decisions; Capital budgeting and inflation; Problems in investment decisions; International investment and financing decisions.

UNIT-II: CAPITAL STRUCTURE & DIVIDEND DECISIONS

Concept and Definitions of capital structure; Optimum capital structure; Capital structure and market value of a firm; Arbitrage process in capital structure; EBIT- EPS analysis; ROI & ROE analysis; Capital structure policy; Dividend decisions- concept; Theories of dividend policy: relevance and irrelevance of dividend decision; Corporate Dividend behaviour.

UNIT-III: WORKING CAPITAL MANAGEMENT

Concept and models of deterring optimal cash balances- Baumol model, Miller-Orr model; Credit management through credit policy variables; Marginal analysis; Control of accounts receivables; Problems on credit granting decision; Determinations of inventory control levels: Ordering level; Re-ordering level; Danger level; Committees on working capital management- Dehejia Committee, Tandon Committee; Chore Committee; Marathe Committee; Kannan Committee; Recent guidelines on working capital finance.

UNIT-IV: CONTEMPORARY AREAS OF FINANCIAL MANAGEMENT

Financial strategy formulation; Ethics in finance; Strategic business and financial planning for multinational organisations; Dividend policy in multinational organisations; Concept of acquisitions and mergers; Revival strategies for sick units; Concept and components of EVA; Market Value Added (MVA); Components and benefits of financial information system; Concept; Features and benefits of corporate value based management system; Impact of demonetisation on various kinds of business concerns.

BOOKS RECOMMENDED

1. Bhattacharya, Hrishikas, Working Capital Management, Strategies and Techniques, Prentice Hall, New Delhi.
2. Chandra, Prasanna, Financial Decision Making, Prentice Hall, New Delhi.
3. Hampton, John, Financial Decision Making, Prentice Hall, New Delhi.
4. Pandey, I.M., Financial Management, Vikas Publishing House, New Delhi.
5. Van Horne, J.C. and J.M. Wachowicz Jr, Fundamentals of financial Management, Prentice Hall, New Delhi.
6. Van Horne, James C, Financial Management and Policy, Prentice Hall New Delhi.

NOTE FOR PAPER SETTING

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DIRECTORATE OF DISTANCE EDUCATION
UNIVERSITY OF JAMMU
M.COM. FOURTH SEMESTER (NCBCS)
FINANCE GROUP
WORKING OF STOCK EXCHANGE
(Elective Course)

Course: M.COM-FE415

Credit: 4

Time: 3.00 Hrs

Max Marks: 100 Marks

External: 80 Marks

Internal: 20 Marks

(Syllabus for the examinations to be held in May 2021, 2022, 2023)

OBJECTIVE: This paper intends to provide basic skills to operate in stock market and the ways of investing in it. It will enable the students to make investment in stock market independently.

UNIT – I: INTRODUCTION

Stock exchanges in India - Organisation and functions of stock exchanges; Regulation and control of stock exchanges - NSE, BSE, MCX and regional exchanges; Relationship of new issue market and stock exchange; Role of new issue market; Procedure for floating of new issue; Membership rules in stock exchange; Legal control of stock exchanges in India; SEBI guidelines for issue of securities; Development in the stock market.

UNIT- II: TRADING IN STOCK EXCHANGE

Trading in stock exchanges - Functions of intermediates, screen based and scrip less trading, online trading, types of quotes, settlement procedures, clearing house, speculation, margin trading, insider trading, investor protection; Buying and selling of stocks - Using brokerage and analysts' recommendations; Use of limit order and market order; Online trading of stocks; Understanding stock quotations, types and placing of order; Risk - Its valuation and mitigation.

UNIT – III: STOCK ANALYSIS AND VALUATION

Analysis of the company - Financial characteristics (as explained by ratio analysis, future prospects of the company, assessing quality of management using financial and non-financial data, balance sheet and quarterly results, cash flows and capital structure); Comparative analysis of companies, stock valuations - Using PE ratio, PEG ratio, and Price Revenue ratio; Use of historic prices, simple moving average, basic and advanced interactive charts; Examining the shareholding pattern of the company; Pitfalls to avoid while investing - High P/E stocks, low price stocks, stop loss, excess averaging.

UNIT- IV: INVESTMENT IN GLOBAL MARKETS

Introduction of global investment, benefits and risks of global investment; Measuring risks and returns of global investments; Options for global investments; Global mutual funds; Depository receipts; Issue mechanism of depository receipts; Foreign bonds; Euro bonds; Foreign currency translation bonds; Relationship of trends in global markets; Optimal international portfolio; Challenges to international portfolio investing.

BOOKS RECOMMENDED

1. Gitman and Joehnk, Fundamentals of Investing, Pearson.
2. Madura, Jeff, Personal Finance, Pearson.
3. Chandra, Prasanna, Investment Analysis and Portfolio Management, Tata McGraw Hill.
4. Damodaran, Aswath, Investment Valuation: Tool and Techniques for Determining the Value of Any Asset, Wiley Finance.

5. Bodie, Alex, Marcus and Mohanty, Investments, McGraw Hill Publishing Co.
6. **Hirt and Block , Fundamentals of Investment Management, McGraw Hill Publishing Co.**
7. **Pandiyan, Punithavathy, Security Analysis and Portfolio Management, Vikas Publications**

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**DIRECTORATE OF DISTANCE EDUCATION
UNIVERSITY OF JAMMU
M.COM. FOURTH SEMESTER (NCBCS)
FINANCE GROUP
STRATEGIC COST MANAGEMENT
(Elective Course)**

Course: M.COM-FE416

Credit: 4

Time: 3.00 Hrs

Max Marks: 100 Marks

External: 80 Marks

Internal: 20 Marks

(Syllabus for the examinations to be held in May 2021, 2022, 2023)

OBJECTIVE: To make the students familiar with how to provide an effective and lucid theoretical analysis of cost and management accounting concepts.

UNIT –I: INTRODUCTION

Meaning, definitions, nature, scope and functions of management accounting; Role of management accounting; Nature of cost accounting; Difference between cost accounting and management accounting, Techniques, importance and limitations of cost accounting; Methods of costing; Elements of costs; Bases of ascertaining costs; Overheads.

UNIT-II: ACTIVITY BASED COSTING AND CVP ANALYSIS

Activity based costing and management systems; Absorption – cost equation, uses and merits, defects and weaknesses; Cost volume profit solution; Variable cost equation; Break-even point; Multi product situation; Alternate choice decisions.

UNIT-III: BUDGETING AND BUDGETING CONTROL

Budgeting and budgetary control; Forecasts vs. Budgets; Functional budgets; Fixed and flexible budgeting; Zero based budgeting; Programme budgeting and performance budgeting; Target and Life cycle costing.

UNIT-IV: RESPONSIBILITY ACCOUNTING AND GREEN ACCOUNTING

Meaning, definitions, features and objectives of responsibility accounting; Steps involved in responsibility accounting; Responsibility centres; Social Cost-Benefit Analysis; Meaning of green accounting; Benefits of green accounting; Limitations of green accounting; Need for adoption of green accounting; Laws related to green accounting; Opportunities in green accounting; Green accounting in India and the way forward.

BOOKS RECOMMENDED

1. Introduction to Management Accounting, Horngren, Sundem Stratton, Prentice Hall, Publisher.
2. Management accounting, AtkusanKapak, Pearson Publication.
3. Managerial Accounting, James Jiamtalvo-Wiley Publication
4. International Accounting, ShirinRathore, Prentice Hall Publication
5. Management Accounting, I.M. Pandey, Vikas Publishing House.
6. Management Accounting, SP Gupta, sahitayaBhawan Publication
7. Management Accounting, Harsen and Mowen, Thompson
8. Advanced Cost of Management Accounting, V.K. Saxena& C.D. Vashist, S. Chand & Sons.

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**DIRECTORATE OF DISTANCE EDUCATION
UNIVERSITY OF JAMMU
M.COM. FOURTH SEMESTER (NCBCS)
FINANCE GROUP
MANAGEMENT OF FINANCIAL SERVICES
(Elective Course)**

Course: M.COM-FE417

Credit: 4

Time: 3.00 Hrs

Max Marks: 100 Marks

External: 80 Marks

Internal: 20 Marks

(Syllabus for the examinations to be held in May 2021, 2022, 2023)

OBJECTIVE : To familiarise students with the full range of financial services including banking, insurance, leasing, debt securitisation and house financing.

UNIT-I INTRODUCTION

Meaning of financial services; Classification of financial services industry; Scope of financial services; Causes for financial innovation; New financial products and services; Innovative financial instruments; Challenges facing the financial services sector; Present scenario of financial services in India; Management of risk in financial services-concept of risk, types of risk and risk management.

UNIT-II BANKING AND INSURANCE

Meaning and definition of a bank; Types of banks; Functions of commercial banks; Concept and nature of merchant banking; Functions of merchant banker; Merchant banking regulations; Parameters of evaluating a merchant banker; Features of merchant banking in India; Insurance-meaning, characteristics and functions of insurance; Pre-requisites for the success of insurance; Limitations of insurance; Scope and classification of insurance; Principles of insurance.

UNIT-III LEASE FINANCING

Concept and essentials of leasing; Classification of leasing; Steps involved in leasing transaction; Advantages of leasing; Limitation of leasing; Legal aspects of leasing; Contents of a lease agreement; Income tax provisions relating to leasing; Sales tax provisions pertaining to leasing; Accounting treatment of lease; Structure of leasing industry in India; problem of leasing; Prospects of leasing.

UNIT-IV DEBT SECURITISATION AND HOUSING FINANCE

Concept of securitisation; Securitisation vs. factoring; Modus operandi of securitisation; Structure for securitisation/types of securities; Securitisable assets; Benefits of securitisation; Securitisation and banks; Conditions for successful securitisation; Securitisation abroad; Securitisation in India; Causes for the unpopularity of securitisation in India; House financing-introduction; National housing bank; Housing finance system in India; New developments in house financing.

BOOKS RECOMMENDED

1. Bhatia, B.S., and Batra, G.S., Financial Services, Deep & Deep Publishers, New Delhi.
2. Bansal, L.K., Merchant Banking and Financial Services, Unistar Books Pvt. Ltd., Chandigarh.
3. Bhole, L.M., Financial Institutions and Markets, Tata McGraw Hill, New Delhi.
4. Chandra, P., Financial Management, Tata McGraw Hill, New Delhi.
5. Khan, M.Y., Financial Services, Tata McGraw Hill, New Delhi.

6. Kothari, C.R., Investment Banking and Customer Service, Arihand Publishers, Jaipur.
7. Machiraju, H.R., Merchant Banking, New Age International Publishers, New Delhi.
Srivatsava, R.M., Essentials of Business Finance, Himalaya Publishing, New Delhi.
8. Pandey, I.M., Financial Management, Vikas Publishing House, New Delhi.
9. Varshney, P.N., and Mittal D.K., Indian Financial System, Sultan Chand & Sons, New Delhi.

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