

S Y L L A B U S

**DEPARTMENT OF
BUSINESS FINANCE AND ECONOMICS**

(ANNUAL SCHEME)

M.Com. (Previous) B.F.E. Examination, 2019

M.Com. (Final) B.F.E. Examination, 2020

**JAI NARAIN VYAS UNIVERSITY
JODHPUR**

SYLLABUS

DEPARTMENT OF
BUSINESS FINANCE AND ECONOMICS

M.Com. (Previous) B.F.E. Examination, 2019

M.Com. (Final) B.F.E. Examination, 2020

NOTIFICATION

In compliance of decision of the Hon'ble High Court all students are required to fulfil 75% attendance rule in each subject and there must be 75% attendance of the student before he/she could be permitted to appear in the examination.

REGISTRAR
(Academic)



JAI NARAIN VYAS UNIVERSITY
JODHPUR

**DEPARTMENT OF BUSINESS FINANCE & ECONOMICS
FAC ULTY OF COMMERCE & MANAGEMENT
STUDIES
JAI NARAIN VYAS UNI VERSITY, JODHPUR**

LIST OF STAFF MEMBERS

PROFESSORS

- 1 Dr. Raman Kumar Dave, Head of Department
- 2 Dr. Mahendra Singh Rathore (On leave)
- 3 Dr. Narendra Kothari
- 4 Dr. Ram Singh Meena
- 5 Dr. Sunil Mehta
- 6 Dr. Dungar Singh Kheechee

ASSOCIATE PROFESSORS

- 7 Dr.(Mrs.) Jatan Kanwar Jain
- 8 Dr.Mahendra Kumar
- 9 Dr.(Mrs.) Navneeta Singh
- 10 Dr.Krishn Awatar Goyal

ASSISTANT PROFESSORS

- 11 Dr.(Mrs.) Anju Agarwal
- 12 Dr.Kshitiz Maharshi
- 13 Dr.Rajendra Prasad Meena

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**MASTER OF COMMERCE IN BUSINESS FINANCE &
ECONOMICS (M.COM.)**

General Information for Students

The examination for the degree of M.Com in Business Finance & Economics will consist of two parts (1) Previous Examination and (2) Final Examination.

M.Com. Previous : A written examination in two compulsory papers and one of the optional groups with two papers, each paper being of 100 marks.

M.Com Final : A written examination in three compulsory paper and one optional group of two papers, each paper being of 100 marks. For a pass at the M.Com BFE (Previous) and M.Com. BFE (Final) examination a candidate is required to secure at least 25 percent marks in each paper and 36 percent marks in the aggregate of subject concerned at each of the examination.

Successful candidates will be placed in the following divisions on the basis of the total marks obtained in previous and final examination taken together.

- | | | |
|----|-----------------|--------------|
| 1. | First Division | 60% and over |
| 2. | Second Division | 48% and over |
| 3. | Third Division | 36% and over |

No student will be permitted to register him self/her self simultaneously for more than one post-graduate course (except P.G. Diplomas as per University rules).

SCHEME OF EXAMINATION :

M.COM. PREVIOUS B.F.E., 2019

1. Managerial Economics.
2. Financial Management and Institutions.
3. Optional-I
4. Optional-II

M.COM. FINAL B.F.E. 2020:

Paper (Compulsory)

1. International Business.
2. Research Methodology and Quantitative Technique.
3. Business Budget & Budgetary Control

In M.Com. Final students will opt for one Optional Group consisting of two papers in addition to the above compulsory papers (1, 2 & 3)

OPTIONAL GROUPS : *(Select any one) Common for M.Com. (Previous) and (Final)*

Note : The Group opted in M.Com. (Previous) cannot be opted in M.Com. Final

Group A Paper I : Monetary Theory & Practice

Paper II : Public Finance

Group B Paper I : Regional Economic & Economy of Rajasthan

Paper II : Rural Economy of India

Group C Paper I : Industrial & Labour Economics

Paper II : Economics of Industrial Relations

Group D Paper I : Financial Markets and Financial Services

Paper II : Working Capital Management

Group E Paper I : Cooperative Movement in India

Paper II : Development of Financial Institutions

Eligibility :

B.Com. or equivalent with 45% marks or B.Sc./B.A. with Economics with 48% marks will be eligible for admission to M.Com. Previous BFE Course.

EXAMINATION TEACHING SCHEME

Subject	Period Per Week	Exam. Hours	Max. Marks	Min. Mar. Pass%
M.Com. PREVIOUS				
Compulsory Papers :				
1. Managerial Economics	6	3	100	25
2. Financial Management & Financial Institutions	6	3	100	25
Any one group consisting of two papers (Gr. A,B,C,D,E)				
3. Optional - I	6	3	100	25
4. Optional - II	6	3	100	25
		Aggregate Total	400	36%

M.Com. FINAL

Compulsory Papers :

1. International Business

2. Research Methodology and Quantitative Technique

3. Business Budget & Budgetary Control

Paper	Period	Exam Hou.	Max. Marks	Min. Marks
Paper - I	6	3	100	25
Paper - II	6	3	100	25
Paper - III	6	3	100	25

Optional Papers (Common for M.Com. Previous and Final) (Any one group consisting of two papers) of 100 marks each

Paper	Period	Exam Hou.	Max. Marks	Min. Marks
Group A or Gr. B or Group C or Gr. D	6	3	100	25
	6	3	100	25
		Aggregate Total	500	36%

Format of Question paper

Duration 3 Hours

Max. Marks : 100

Section-A

Two questions from each Unit.

10 very small question. Each question carry 2 marks.

- a
- b
- c
- d
- e
- f
- g
- h
- i
- j

Answer of each question shall be limited upto 30 words.

Section-B

10 Question (Two questions from each Unit) Students will answer one question from each Unit. Each question will carry 7 Marks.

Unit - 1

1 Question A or B

Unit - 2

2 Question A or B

Unit - 3

3 Question A or B

Unit - 4

4 Question A or B

Unit - 5

5 Question A or B

Answer of each question shall be limited upto 250 words.

Section-C

This section will include 05 questions (One question from each unit). Student will answer any 03 questions. Each question will carry 15 marks.

- 1 Unit 1
- 2 Unit 2
- 3 Unit 3
- 4 Unit 4
- 5 Unit 5

Answer of each question shall be limited up to 500 words.

Note :- In case Numerical, Figures, chart, Diagrams and

Graph the above limit of words shall not apply

PAPER I MANAGERIAL ECONOMICS

The course develops managerial perspective to economics, economics fundamentals as an aid decision making under given environmental constraints.

- Unit 1: Meaning and Scope of Business Economics, Features, Significance, Role, Functions, Demand Analysis: Utility approach – Meaning, Definition, Characteristics, Measurement, Total and marginal Utility, Law of Diminishing Marginal Utility, Law of Equi-Marginal Utility: Scope, Importance, Criticism. Indifference Curve Approach: Meaning, Definition, Assumption, Characteristics, Limitation, Application, Superiority of indifference curve analysis over utility analysis. Superiority of ordinal approach.
- Unit 2 : Law of Demand : Meaning, Definitions, Demand Function, Determinants, Assumptions, Demand Schedule, Demand Curve, Extension and Contraction, Increase or Decrease in Demand, exceptions. Elasticity of demand: Meaning and Definition, Price Elasticity of demand, Methods, types of Elasticity, Factors affecting Elasticity of Demand, Significance. Demand Forecasting: Meaning, Definitions, Characteristic, Objectives, determinants, Phases, Methods or Techniques, Significance. Cost and Output Analysis: Concept, types of cost, short run and long run cost curve, Economics and diseconomies of scale. Production Function: Meaning, Type, Law of Return. ISO-Product-Curve: Meaning, Characteristic, ISO-Cost-Curve, Return to Scale. Law of Supply: Meaning, Definition, supply function, Determinants, Assumption, Supply Curve, Price, Elasticity of Supply, Degree of price, Elasticity of Supply
- Unit 3 : Market: Meaning, Definition, Characteristic, Classification. Market Structure; Different Forms of Market. Revenue Analysis: Total revenue, Average revenue, Marginal revenue, Inter-Relationship among Total Revenue, Average Revenue, Marginal Revenue, Role of Time Element in Price Determination; Market price and Normal price: Characteristic, determination. Price and output determination under perfect competition: Meaning, feature, Firm and Industry equilibrium: short period, long period, Price and output determination under Monopoly: Meaning, Definition, Classification, Characteristic, short period, long

period, Equilibrium under different cost condition. Discriminating Monopoly: Meaning, Condition, Types, price and output determination, Dumping, justification for price discrimination, price and output determination under imperfect/monopolistic competition: Meaning, Definition, feature, Firm equilibrium: short period, long period. Price and output determination under Oligopoly: Meaning and Definition, Characteristic, Independent pricing, Price war, Price Rigidity, price collusion, price leadership. National Income Analysis: Meaning and Definition, Concept, Methods of estimating, Difficulties in estimating and Importance

Unit 4 : Factor Pricing: Meaning and Definition, Need, Problems, Importance, Theory of Distribution: Classical, Modern and Marginal Productivity Theory: Meaning, assumption, criticism, Rent: Concept, Economic Rent, Scarcity Rent, Quasi Rent, Factor affecting Rent. Theories of Rent: Ricardian theory, Modern theory, Rent element in wages-interest-profit, Relationship of Rent and price. Wages: Meaning, Nominal and Real wage, Factors affecting Real wage, Theory of wages: Classical, Modern (Demand & Supply), Wage under perfect competition & imperfect competition. Trade Union: Concept, Functions, Objectives, Problems and role of Trade Unions in India.

Unit 5 : Interest: Meaning, Definition, Gross and Net interest, components of interest, causes of variation in interest rate, economic progress and rate of interest, negative rate of interest, justification of interest under Capitalist Economy, Real and Monetary. Theories of Interest: Classical, Fisher's time preference, Neo-Classical, Lovable Fund, Keynes Liquidity Preference and Modern Theory. Profit: Meaning, Concept of Gross and Net Profit. Theories of Profit: Dynamic, Risk bearing (Hawley's), Innovation, Uncertainty Bearing (Knight), Demand & Supply of Profit Theory.

SUGGESTED READINGS :

Amit Ahuja: Business Economics, S.Chand, New Delhi
 Amit Ahuja: Managerial Economics, S.Chand, New Delhi
 Amit Kumar Upadhyay: Principles of Economics, Vikas Publications, New Delhi
 D.N.Dwivedi: Essential of Business Economics, Vikas Publications, New Delhi
 D.N.Dwivedi: Principles of Economics, Vikas Publications, New Delhi
 Mathur B.L. Rathore M.S. and Dave R.K. : Business Economics (H & E), Vide Vision Publisher, Jaipur
 Seth M.L. : Principles of Economics, S.Chand, New Delhi

Ahuja H.L. : Advanced Economic Theory, S.Chand, New Delhi
 Dewett K.K. : Modern Economic Theory, S.Chand, New Delhi
 Stonier and Hague : A Text Book of Economic Theory
 Mithani, D.M. : Principles of Economics, Himalaya Publishing House, New Delhi
 Agarwal and Ararwal: Vyavsayik Arthshastra, RBD, Jaipur
 Ojha & Ojha : Business Economics, RBD Publication, Jaipur.
 C.M. Chaudhary: Business Economics, Jaipur
 Agarwal M.D & Som Deo: Business Economics, RBDS, Jaipur
 S.K.Agarwal: Micro Economics: Indian Economic Development, S.Chand, New Delhi
 D.N.Dwivedi: Managerial Economics, S.Chand, New Delhi
 R.Sharma : Managerial Economics, LNAE, Publisher, Agra
 S.Sachdeva: Managerial Economics, LNAE, Publisher, Agra
 Jhijan M.L.: Managerial Economics (Hindi & English)
 Sinha V.C. : Business Economics, S.Chand, New Delhi

PAPER - II **FINANCIAL MANAGEMENT & INSTITUTIONS**

Objective :

The objective of the course is to help students to understand the conceptual frame work of financial management/institution and its applications under various environment constraints

Unit 1 : Financial Management: Meaning, nature and scope of finance, Importance and Limitation, Financial goal: Profit vs. wealth maximization; finance functions-investment, financing and dividend decisions, Organization of Finance Department. Financial Planning: Meaning, Definition, Contents, Types, process, estimating Financial requirement, Factors affecting Financial planning, Characteristic of sound financial plan, Significance, Limitation.

Unit 2 : Capital Budgeting: Meaning, Definition, importance, types, process, Investment evaluation criteria: Net present value, Internal rate of return, Profitability index, Payback period, Accounting rate of return, NPV an IRR comparison. Capital rationing, Risk analysis in capital budgeting. Capital Structure: Meaning and Definition, Pattern, point of indifference, Factor affecting Capital structure, optimum capital structure, Trading on equity, Capital Gearing, Theories of capital structure: Net Income, Net Operating Income, Modigliani-Miller, Traditional Theory.

- Unit 3 : Cost of Capital :Meaning, Definition, significance, characteristics, calculation of cost of debts; preference capital, equity capital, cost of depreciation fund, and retained earnings, Combined Cost of capital (weighted).Operating and Financial Leverage : Concept of leverage, characteristic of operating and financial leverage, Measurement of operating and finance leverages, Effect of operating and financial leverage on profit Analysis, financial break-even point, Combined leverage.
- Unit 4 : Dividend: Meaning, Forms of dividend, sound dividend policy: Factor affecting Dividend policy, Meaning, Sound Dividend Policy, Factors effecting Dividend policy, Dividend decisions, Walter's model, Gordon's model.
- Unit 5 : Financial and other Institutions : Objective and Working of World Bank, IMF, IDBI, SEBI, UTI, Mutual Funds.

SUGGESTED READINGS :

- V.K.Bhalla: Financial Management, S.Chand, New Delhi
 I.M.Pandey: Essential of Financial Management, S.Chand, New Delhi
 Girish P.Jakhotiya: Strategic Financial Management, S.Chand, New Delhi
 Bhavesh Patel: Fundamental of Financial Management, S.Chand, New Delhi
 Agarwal, Agarwal, Kothari: Financial Management,(Hindi & English)
 RBD Publication, Jaipur.
 Khan M.Y and Jain P.K.: Financial Management. TataMcGraw hill, New Delhi
 Pandey I.M: Financial Management. Vikas Publishing house, New Delhi
 Prasanna Chandra: Financial Management - Theory and Practice.
 TataMcGraw hill, New Delhi
 Bierman, H. And Smidt, S.: The Capital Budgeting Decisions. Harcourt collage publisher, Singapore.
 Van Horne, J.C.: Financial Management and Policy. Prentice hall, New Delhi
 Kuchhal, S.C.: Financial Planning – An Analytical Approach. Chaitanya Publishing House,Michgun.

- Ravi M. Kishore: Financial Management. Taxman Publisher, New Delhi
 Sharma R.: Financial Management, LNAE, Publisher, Agra
 Sharma R.: Corporation Finance, LNAE, Publisher, Agra

M.Com. (Final) Examination 2020

**PAPER - I
INTERNATIONAL BUSINESS**

- Unit 1 : International Business: Concept, Importance, International Business Environment, Trends in World Trade and Problems of developing countries. Balance of Payment-- Concept, importance, structure and adjustment mechanism. Commercial Policy-- Meaning, Importance, Instruments
- Unit 2 : Export Promotions--Infrastructure and Institutional set up, Importance, Policy measures--100% EOU, Export Houses& Trading Houses, EPZs, SEZs. Recent India foreign Trade Policy.
- Unit 3 : Foreign Exchange Market--Concept, types, mechanism of determination. Foreign Exchange Control--objectives, Methods and Documents; International Payments. Foreign Exchange Control in India. Main Provisions of FEMA 1999.
- Unit 4 : International Business Environment and WTO. Globalization Dimensions, Indian Scenario and WTO - Important Agreements; Concept of GATS, TRIMS, TRIPS, Agreement on Anti Dumping; FDI-Brief Study of Working, objectives, Progress of IBRD, IMF, IFC and IDA
- Unit 5 : Foreign Exchange Risk Management : Foreign Exchange Risk-Nature, types of Exposures; Transaction and Economic Exposure. Management of Exposure: Techniques, Internal Techniques Netting, Matching, Leads and Lags, Pricing Policy, Asset and Liability Management. External Techniques : Factoring, Discounting, Arbitrage Operations. Derivatives: SWAPs, Futures, Options and Forward Contracts.

Books Recommended:

- Francis Cherunilam: International business Environment, Himalaya Publishing House, Delhi
 Johan Daniels: International Business, Himalaya Publishing House, Delhi
 Charles W.L.Hills: International Business, McGraw Hill, Delhi
 D.M.Mithani : Introduction to International Economy, Himalaya Publishing House, Delhi
 Adhikary: Global Business Management, Macmiillian, New Delhi
 Black & Sundaram : International Business Environment, Prentice Hall, New Delhi

PAPER - II

**RESEARCH METHODOLOGY AND QUANTITATIVE
TECHNIQUE**

- Unit 1 : Concept framework of research; Research : Meaning,

objectives, features of good research study, Types of research studies, scientific method and Non-scientific method, Research Method and Research Methodology. Role of research methods in Business/Industry. Scientific objectivity in social science research limitations of research; Problems encountered by researchers in India.

Unit 2 : Research Design : Research Process, Formation of the Problem, Criteria of good research problems; components of research design; Types of research design; Hypothesis Formulation of Hypothesis; How to prepare a synopsis. Sampling; Need, types and techniques, sampling errors.

Unit 3 : Tools of Analysis (I) : Measures of dispersion-standard deviation, coefficient of variation, Bivariate correlation and regression Analysis, Interpolation and extrapolation.

Unit 4 : Tools of Analysis (II) procedure of testing Hypothesis, sample distribution standard error, Difference between two sample means. Test of Independence of Chi square test, small sample test T test and F test.

Unit 5 : Research Methodology and Reporting; Data, types, tools of data collection, observation, interview, Questionnaire, Schedule, survey, case study. Research Report : General principle, types, Guidelines for writing a Report format, Bibliography.

SUGGESTED READINGS

Goode and Hall : Research Methodology
 Tondon, B.C. : Research Methodology in Social Science
 Kothari, C.R. : Research Methodology
 Nichamisanand Nichamis : Research Methodology in Social Science
 P.C. Tripathi : Research Methodology in Social Science
 Paudin V. Young : Research Methodology
 Mukherjee, R.N. : Research (Hindi)
 Shukla and Trivadi : Research Methodology
 Leving and Rubin : Statistics for Management
 Elhance, D.N. : Fundamental of Statistics
 Gupta, S.P. : Statistical Method

S.P. Singh : Sankhiya Ke Siddhanta

Paper III Business Budget & Budgetary Control

Unit 1 : Business Budget: Meaning, Nature, Objective, Advantage, Disadvantage and Limitation of Budget. Budget Terminology, Preparation of budget, Budget coordination, Essential of effective budget

Unit 2 : Types of Budget : Need, Importance, Fixed and Flexible Budget, Production Budget, Cost of Production, Direct Material Budget, Direct Labour Budget, Overhead Budget, Performance Budget, Zero Based Budget, Master Budget. Cash Budget: Meaning, Importance and Advantage, Forms of Cash Budget, Method of Preparing Cash Budget

Unit 3 : Business Forecasting: Meaning, Theories, Importance, Limitations, Techniques and Tools of Business Forecasting, Essentials of Business Forecasting. Business Product Decisions: Meaning, Area, Use of Alternative Production Facilities, Determination of Profitable Level of Production, Determination of Product Mix on the basis of key factors

Unit 4 : Budgeting Control : Meaning, Characteristics, Object, Advantage and Disadvantage, Principles, Limitations of Budgeting Control. Project Planning : Meaning, Features, Stages, Advantages, Essential of good Project planning, Types of Project, Analysis of Project, Profitability and Estimates of Project. Feasibility Study: Economic, Financial and Technical Feasibility Study

Unit 5 : Analysis of Risk and Uncertainty: Introduction, Description of the basic risk concept, Measurement of Risk, Risk evaluation approaches, Types of risk. Value analysis: Meaning, Characteristics, Phases, Objective and Importance.

Recommended Books:

Project Planning & Budgetary Control: Agarwal & Saraswat, RBD, Jaipur
 Business Budgeting : M.D.Agarwal & Vijaesh, R.B.D, Jaipur
 Business Budgeting : M.R.Agarwal , R.B.D, Jaipur
 Management Accounting : S.P.Gupta, Sahitya Bhawan Publications, Agra
 Public Budgeting: Nand Dhameja, S.Chand, New Delhi
 Corporate Finance: Ross, Westerfield, McGraw Hill
 Investment Analysis and Management: Charles P.Jones, John Wiley & Sons.

Modern Financial Management: Ross, Westerfield, Jaffe, Jordan, McGraw Hill
 Practical Budgeting Decision : Harold & Seymour
 Theory of Practice of Management Accounting ; N.K.Kulshrestha
 Bhavesh Patel: Project Management, Vikas Publication, New Delhi

Optional Group A

**PAPER - I
 MONETARY THEORY AND PRACTICE**

- Unit 1 : Money and Economic Process, characteristics of Money, its static and dynamic functions, the influence of money on the functioning of the economy; Role on money in a capitalist; Socialist; and planned economy. Demand for money in developed and under-developed system, Determinants of the supply of money-Monetary versus real liquidity.
- Unit 2 : Fisher's quantity theory of money the Cambridge equation. The Keynesian approach, saving and Investment. Business cycle: Nature, Phases of a Business Cycle, the problems of Business Cycle. Commercial Bank : Meaning & Definition of Banks, functions and importance, Types, Organisation. Credit creation by banks
- Unit 3 : Innovative Trends & recent trends in Indian Banking: E-banking, Internet banking, Electronic payment system: NEFT,ECS,RTGS. Mobile banking, Retail banking, Debit & credit card. Negotiable Instruments- Cheques, Bill of Exchange and Promissory notes. Rural Banking, Co-operative Banks in India
- Unit 4 : Policies of Government of India: Economic Policy, Monetary Policy, Deficit financing, Import-Export Policy, Foreign Investment Policy, Disinvestment Policy.
- Unit 5 : Forms of International Liquidity : International Monetary standards-Role of IMF, special Drawing Rights, Foreign exchange control: Meaning, Objectives and Methods, Foreign exchange control in India. International Payment: Meaning, Characteristics, Necessity, Methods, Documentary Credit.

SUGGESTED READINGS

- K.D. Swami : International Trade Singhal : International Trade M.C. Vaish : Macro Economics
- Daniels & Radebaugh : International Business
 Cheruvilam : International Business
 Mittani D.M.: Money, Banking, International trade and Public Finance
 R.Sharma.: International Trade & Finance, LNAE, Publications, Agra
 Mathur B.L. and Dave R.K.: International Trade and Finance (Hindi & English), Vide Vision Publication House, Jaipur
 Saini, H.C. : India's Foreign Trade, Its Nature and Financing
 Choudhary, B.K. : Foreign Trade and Its Financing, Himalaya Pub. House,Agra
 Mathur B.L. & Dave R.K. : International Trade & Finance, (Hindi & English), Vide Vision Publisher, Jaipur.
 Singhal : Antarashtriya Arthshastra, Sahitya Bhawan, Agra
 Agarwal, Singh, & Gupta: International Trade & Finance, RBD, Jaipur.
 Ojha B.L. & Hai M.A.: International Trade & Finance, RBD, Jaipur
 Eleseworth, P.T. : International Economy, New York
 Saini, H.C.: India's Foreign Trade, Its Nature and Financing
 Habaler, G.: Theory of International Trade, William Hedge & Co. Uk.
 Mittani D.M.: Money, Banking , International Trade & Public Finance, Himaliya Publishing, Delhi
 Seth, M.L.: Money Banking and International Trade, Education Pub., Agra
 Vasant Desai: Indian Banking Nature and Problems, Himalaya Publishing House, Delhi
 Natarajan S, Parameshwaran R: Indian Banking, S.Chand & Company
 Averbach, Robert D: Money, Banking and Financial Markets Macmillan, London.
 Varshney, P.N. : Indian Financial System, Sultan Chand & Sons, New Delhi.
 Khan, M.Y.: Indian Financial System, Tata McGraq Hill, Delhi.
 Mittani D.M.: Money, Banking & International Trade, Himaliya Publishing, Delhi
 Bhole L.M.: Financial Market and Institution, Tata McGraq Hill, Delhi
 J.K. Tandon and T.N. Mathur,Banking and Finance, Shivam Book House, Jaipur (Hindi & English Version)
 Vashitha, Swami, Gupta: Banking and Finance, RBD, Jaipur
 Agarwal & Singh: Internet Banking Technology, Raj Publishing house, Jaipur
 Mathur B.L. & Dave R.K.: Money and Banking System, (Hindi & English), Vide Vision,Jaipur
 Ojha.B.L.: Money and Financial System, (Hindi & English), Ajmera

book Company, Ajmer
 Trivedi, dashora, Nagar and Jain: Money and Banking System, (Hindi & English), RBD, Jaipur
 Mathur & Kateva: Banking & Finance, Wide Vision, Jaipur
 Bhat Anil K: Indian Banking System, Shivam Book, Jaipur.
 Sundharam & Vaishney: Banking Thory Law & Practice, Sultan Chand & Sons, Delhi

**PAPER - II
 PUBLIC FINANCE**

- Unit 1 : Public Finance - Meaning, Nature and Scope, Principles, importance of Public finance. Principal of Maximum Social Advantage. Difference between public Finance and Private Finance. Public Finance and Economic Development.
- Unit 2 : Public Expenditure : Meaning, classification, Objective, importance and Principles. Effects of Public Expenditure - production, consumption, saving, Investment and distribution. Trends and causes of rising public expenditure in India.
- Unit 3 : Public Revenue: Meaning, Significance & Sources, Functional and economic classification. Public Borrowing :Meaning, Nature, types, techniques of principles of public borrowing. Sources of Public debt and redemption of Public debt. Role and effects of Public debt in economic Development Trends and causes of rise in public debt.
- Unit 4 : Taxation :Taxation-Types, Principle and Cannos. Impact and Effects, Incidence of Taxes, Shiting of tax, Problem of tax evasion and black money, Taxable Capacity. Indian Tax System. Non tax revenues.
- Unit 5 : Fiscal Policy - Meaning, objective and tools, Fiscal Deficit, Fiscal policy in India, Finance Commission, Financial relationship between Centre and State, Major criterion for transfer of funds, Current Issue: VAT and Service tax: concept and implications.

BOOKS RECOMMENDED

H.L.Bhatia: Public Finance, Vikas Publishing House, New Delhi
 H.L.Bhatia: Lok Vitt, Vikas Publishing House, New Delhi
 Hajela.T.N. Rajasva (H) Dalton, H. : Public Finance
 Hicks, U.K. : Public Finance
 Musgrave, R.A. : The Economics of Public Finance
 Prof. J.K. Mehta : Public Finance

B.N. Gupta : Government Budgeting
 D.T. Lakadwala : Union State Finance Relation
 Dr.T.T.Sethi: Lokvitt evam Antarrashtriya Vyapar, LNAE Publishers, Agra
 M.L.Seth: Money, Banking, International Trade & Public Finance, LNAE Publishers, Agra
 R.C.Agarwal: Public Finance, LNAE Publishers, Agra
 Chowdhary & Chakraborty: Public Finance & Fiscal Policy, Kalyani Book, Delhi
 D.M.Mithani: Public Finance, Himalaya Publishing House, Delhi
 D.M.Mithani: Modern Public Finance, Himalaya Publishing House, Delhi

Optional Group B

**PAPER - I
 REGIONAL ECONOMICS & ECONOMY OF RAJASTHAN**

- Unit 1 : Basic Characteristics of economy of Rajasthan. Regional imbalance, need for regional economic planning, Regional Development Programmes, Position of Rajasthan in India, Salient features of Rajasthan Economy, causes of low literacy in Rajasthan. Panchayat Raj : Concept, background, importance, set up, progress and problems. Rural Development Programmes in Rajasthan.
- Unit 2 : Natural Resources of Rajasthan : Mines and Minerals, Land and water, Forest and Wild Life; Live stock, New Mineral Policy; Mineral Based Industries in Rajasthan, Human Resources of Rajasthan , Energy Resources in Rajasthan, Unemployment, Poverty. Main causes of high population growth in Rajasthan, Government measures towards control of population.
- Unit 3 : Agricultural, Agriculture based industries in Rajasthan, Animal Husbandry, White Revolution : Dairy Development Programme; Irrigation in Rajasthan and Indira Gandhi Canal Project, Co-operative Movement in Rajasthan. Land Reforms in Rajasthan.
- Unit 4 : Economic Planning in Rajasthan, Various Five Year Plan, Progress and Pit falls, Constraints in economic development of Rajasthan, Special emphasis in Plan periods. Economic Planning Mechanism in Rajasthan.
- Unit 5 : Industries, Small Scale, Cottage and Village Industries; Handicrafts Industries in Rajasthan; Industrial Policy;

Transport-Communication-Tourism Development in Rajasthan, Main feature of tourism in Rajasthan; Role of RFC, RICCO and RAJSICO in Industrial Development, Economic Reforms and Liberalization in Rajasthan, Major development project of Rajasthan, Public-Private partnership model.

BOOKS RECOMMENDED

B.L.Mathur: Cooperative Development, Jaipur
 B.L.Ojha: *Rajasthan Ki Arthyavastha*
 Laxmi Narayan Nathuramka: *Rajasthan Ki Arthyavastha*
 Nanavati, M.B. and Anjaria, J.J. : Indian Rural Problems,
 Vora & Co. Agarwal, A.N. : Indian Agriculture
 Desai, Vasant : A Study of Rural Economic, Himalaya Publishing House, Delhi
 Mathur B.L.: Cooperative Development, RBSA, Jaipur
 H.R. Swami & B.P.Gupta: Rural Development & Cooperation, RBD, Jaipur
 B.P.Gupta, H.R.Swami : Grameen Vikas evam Sahakarita
 B.P.Gupta: Sahakarita ke Siddanth evam Vyavhar, RBD, Jaipur

PAPER - II RURAL ECONOMY OF INDIA

- Unit 1 : Concept of Rural Economy, Nature and Problems of Rural Economy; Rural Backwardness, Significance of Rural Development, Social, Economic and Political Development, Recent development in rural area.
- Unit 2 : Rural Development Strategies - Nature and problems of Rural Economy, Concept of Rural Economy, Rural Versus Urban Development, Nature and Causes of imbalance between rural areas and urban areas during planning period; Panchayat Raj System and 73rd Amendment; Employment Guarantee schemes-Swaranjayanti Gram Swarajgar Yojana (SGSY), Rural Employment Guarantee Scheme, Pradhan Mantri Gram Sadak Yojana (PMGSY), Sampura Gramin Rojgar Yojana (SGRY), Jawahar Gram Samridhi Yojana (JGSY), Mahatma Gandhi National Rural Employment Guarantee Act (MGNREGA)
- Unit 3 : Indian Agriculture: Agriculture Development: Characteristics, Importance of Indian Agriculture, Problems, Suggestion, Irrigation, Land Reform, Modern Technology and Agriculture Policy; Crop Insurance.

- Unit 4 : Rural Finance, Unorganized Sector-Rural Indebtedness. Organized Sector : Role of Rural Credit Institutions. Cooperative and Commercial Banks, Role of Regional Rural Banks, NABARD, Rural Insurance.
- Unit 5 : Rural Energy Problems, Energy Development & Utilization; Rural Renewable Sources of Energy; Rural Industry-Rural-Industrialisation-KVIC, Government Policy for Rural Industrial Development, Programmes related to Tribal Welfare, Drought area development, Desert, forest conservation, Woman and Child Development.

BOOKS RECOMMENDED

B.L.Ojha: *Rajasthan Ki Arthyavastha, RBD, Jaipur*
 Laxmi Narayan Nathuramka: *Rajasthan Ki Arthyavastha*
 Nanavati, M.B. and Anjaria, J.J. : Indian Rural Problems,
 Vora & Co. Agarwal, A.N. : Indian Agriculture
 Desai, Vasant : A Study of Rural Economic, Himalaya Publishing House, Delhi
 Mathur B.L.: Cooperative Development, RBSA, Jaipur
 Garg Basu: Rural Marketing, Kalyani Books, Delhi
 Desai, Vasant: Rural development of India, Himalaya Publishing House, Delhi
 Satya Sundaram: Rural Development, Himalaya Publishing House, Delhi
 Venkata Reddy K: Agriculture and Rural Development, Himalaya Publishing House, Delhi

Optional Group C

PAPER - I INDUSTRIAL AND LABOUR ECONOMICS

- Unit 1 : Industrialization: Meaning, Strategies and Pattern of Industrial Growth, Industrial Productivity, Determinants of industrial growth. Impact and advantages of industrialization. Dangers of heavy industrialization, changes in Indian Economy in recent years.
- Unit 2 : Industrial Policy : Industrial (Dev. and Regulation) Act, 1951. Licensing Policy, Policy towards multinationals, Industrial Location: Theories, Factors influencing location, Tariff Policy. Rationalisation: Object, Importance, Merits.

- Unit 3 : Issues of Indian Industry: Growth and Changes in Structure, Public Sector: Shortcoming, New Economic Policy, Pricing Policy, Industrial Sickness: Causes, Remedial Action. Private Sector: Growth, Characteristics, Contribution, Defects, Liberalisation and Private Sector.
- Unit 4 : Labour Economics : Meaning and scope, Labour and Labour welfare : Concept, Principles, Labour welfare in Indian Industries: Internal and external welfare facilities. Factories Act 1948: Different definition; Workers: Rights, Obligation, Occupier and his duties.
- Unit 5 : Theory of Wages : Living wage, minimum wage, need based wage, Deduction from wages, claims for wrongful deductions. The Payment of wage Act, 1936 and Minimum Wages Act, 1948: Object, Scope of the act, Fixation and revision of minimum wages, Advisory and Central Advisory Board, Safeguard on payment of Minimum Wages.

BOOKS RECOMMENDED

- S.C.Srivastava: Industrial Relations & Labour Law, Vikas Publishing House, New Delhi
- Pylee & George: Industrial relations & Personnel Management, Vikas Publishing House, New Delhi
- R.S.Davar: Personnel Management & Industrial Relations, Vikas Publishing House, New Delhi
- D.K.Kulshreshtha: Industrial Law, LNAE Publications, Agra
- D.K.Kulshreshtha: Labour Legislation, LNAE Publications, Agra
- Amandeep Kaur: Industrial Relations, Kalyani Books, Delhi
- Ghosh, Biswanath: Industrial Relations of Developing Economy, Himalaya Publishing House, Delhi
- Kubendran, Kodesswari: Industrial Relations & Labour Laws, Himalaya Publishing House, Delhi
- Mamoria, Mamoria & Gankar: Dynamics of Industrial Relations, Himalaya Publishing House, Delhi
- Sharma A.M.: Industrial Relations & Labour Laws, Himalaya Publishing House, Delhi
- N.Kumar: Industrial Economics, LNAE Publications, Agra
- R.Sharma: Human Resources Development, LNAE Publications, Agra
- Sahni N.K., Amandeep & Agarwal: Industrial Relations, Kalyani Book, Delhi
- Bhogilwal T.N.: Industrial relation and Labour Welfare, Sahitya Bhawan Publication, Agra

PAPER - II

ECONOMICS OF INDUSTRIAL RELATIONS

- Unit 1 : Industrial Relations : Definition, Importance, Determining Factor, Causes and suggestions of Poor Industrial Relations. collective bargaining : concept, need, practice and progress, strikes and lockout: Right to strike and workout, Worker's Participation in management: Meaning, object, Forms, Merit and Demerit.
- Unit 2 : Social Security: Definition, Need, Significance, Working of the various Social Security measures. Industrial Discipline: Meaning, Objectives, Principles, Types, Act of Misconduct, causes of indiscipline, Measure, Kinds of Punishment, Procedure for taking disciplinary action. Grievances: Definition, Causes, Features of grievance procedure.
- Unit 3 : Personnel Management : Definition, Nature, Objective, Scope, Principles and functions, Organisation of personnel department, role of a personnel officer; line and Staff function; Recruitment, induction; promotion and transfer, development and training.
- Unit 4 : Wage and Salary Administration: Meaning, Classification, Principles, Wage variation, Methods of Payment, wage incentives essential of a good incentive plan. Non-wage incentives: Meaning, Roke, Fringe Benefits: Meaning, Features, Kinds, Growth factors of Fringe Benefits.
- Unit 5 : Human Relation: Need, Objectives, Scope, Themes, causes of slow Human Relation in Industry, Suggestions to improve Human Relation, Philosophy of Human Relation.

BOOKS RECOMMENDED

- Agarwal, R.D. : Dynamics of Labour Relation in India
- Agnihotry, V. : Industrial Relation in India
- Gadgil, D.R. : Industrial Relation in India
- Davar, R.S. : Personnel Management and Industrial Relation Chatterjee, R.N. : Management of Personnel in India Sharma, D.C. and R.C. : Industrial Relations and Personnel Management
- Ghosh, Biswanath: Industrial Relations of Developing Economy, Himalaya Publishing House, Delhi
- Kubendran, Kodesswari: Industrial Relations & Labour Laws, Himalaya Publishing House, Delhi
- Mamoria, Mamoria & Gankar: Dynamics of Industrial Relations, Himalaya Publishing House, Delhi
- Sharma A.M.: Industrial Relations & Labour Laws, Himalaya Publishing House, Delhi
- N.Kumar: Industrial Economics, LNAE Publications, Agra
- R.Sharma: Human Resources Development, LNAE Publications, Agra

N.Kumar: Labour Economics, LNAE Publications, Agra
 R.Sharma: Industrial Relations, LNAE Publications, Agra
 D.K.Kulshreshtha: Industrial Law, LNAE Publications, Agra
 D.K.Kulshreshtha: Labour Legislation, LNAE Publications, Agra
 Sahni N.K., Amandeep & Agarwal: Industrial Relations, Kalyani Book, Delhi
 Bhogilwal T.N.: Industrial relation and Labour Welfare, Sahitya Bhawan Publication, Agra

efficient Market, Corporate Governance: Meaning, definition, Government mechanism, Mandatory and non-mandatory Recommendation

Optional Group 'D' M. Com (BFE)

PAPER - I

FINANCIAL MARKETS AND FINANCIAL SERVICES

- Unit 1 : Indian Financial System: Meaning, Structure. Financial Market: Characteristic, Importance, Classification. Market Types: Financial, Foreign Exchange and Insurance Market. Indian Money Market: Evolution, Objective, Importance, Players, Investments, Suggestion for improving money market, Policy development in Primary Market. Capital Market: Meaning, Importance, Recent trends, New Issue Market: Meaning, Functions, Instruments and its Mechanism, Problems and Remedial measures.
- Unit 2 : Stock Exchange: Definition, Features, Merit and demerit, Function, listing, Public issues. Securities contract and regulation Act: Objectives, Main provisions. Investor Protection: Complaints of investors, Redressal of Investor complaints, Removal of Grievance.
- Unit 3 : SEBI: Objectives, Organisation, Power of SEBI, Registration, insider dealing, online Real Time trading, Mobile Trading, Role and achievement of SEBI, Criticism of SEBI, Guideline of SEBI: General guidelines, new issue market, secondary market underwriting, Bonus issue.
- Unit 4 : Depository Custodian: Meaning, definition, Organisational Structure, Objectives, function and Role. Derivative Market: Concept, Benefits, Need and Importance. Credit rating: Objectives, function, Advantages, disadvantages, Rating process, Types, Credit rating Agencies in India.
- Unit 5 : Mutual fund: Meaning, regulation and operation, Types/Classification, Risk in Mutual fund, future of MF, Factoring: Meaning and Definition, function, services. Forfeiting: Meaning, drawback, factor affecting Forfeiting growth in India. Merchant Banker, Mutual fund, Guidelines of SEBI regarding Mutual Fund. Efficient Market Hypothesis: Meaning, Randon Walk Theory, form of

BOOKS RECOMMENDED

- Sapna Nibsaiya: Indian Financial System, S.Chand, New Delhi
 H.R.Machiraju: Indian Financial System, S.Chand, New Delhi
 C.Rama Gopal : Management of Financial Services, S.Chand, New Delhi
 Punithavathy Pandian: Financial Services & Market, S.Chand, New Delhi
 Punithavathy Pandian: Security Analysis & Portfolio Management, S.Chand, New Delhi
 Gurley,J. and Saw, E.S. : Money in a Theory of Finance, Washington, Brooking Institution
 Gold Smith, R.W. : Financial Institution, Random House
 Khan, M.Y. : Indian Financial Theory and Practice, Vikas Publishing House, Delhi
 Khan, M.Y. Financial Services, Vikas Publishing House, Delhi
 Bhalla V.K.: Financial Market, S chand, Delhi
 Mehta Jogendra: Mutual Fund & Stock Exchange, Aadi Publication, Jaipur
 Mathur B.L. & Dave R.K.: Financial Market Operations, (Hindi & English), Vide Vision Publisher, Jaipur
 Mishra V.K.: Financial Market Operations, (Hindi & English), RBD, Jaipur
 Saraswat & Choudhary: Financial Market Operations, (Hindi & English), RBD, Jaipur
 Garden, & Natarajan: Financial Market & Institution: Himalaya Publishing, Delhi
 Agarwal, Garden, & Natarajan: Indian Financial Market & Services: Himalaya Publishing, Delhi
 Gurusamy S: Financial Market & Institutions: Himalaya Publishing, Delhi
 Sachdeva S.: Indian Financial System, LNAE Publication, Agra
 Gupta, Agarwal, Gupta: Financial Market Operations, Kalyani Books, Delhi
 Gupta, Gupta, Gupta: Financial Market & Financial Services, Kalyani Book, Delhi

PAPER-II

WORKING CAPITAL MANAGEMENT

- Unit 1 : Working Capital: Concept, kinds, Importance, Advantages, Disadvantages, Sources: Long term-Medium term-Short term, Methods of estimating, Accounting Ratio related to Working Capital.
- Unit 2 : Financing of working Capital: Tandon & Chore Committee, recommendation, Factoring Services: Meaning, Mechanism, Function, Benefit, Limitations.

- Unit 3 : Management of Cash: Meaning, Need, Factors determining, Objectives, Functions, Models, Advantages, Disadvantages
- Unit 4 : Management of Receivables: Meaning, Objectives, Factors determining, Functions, Ageing Schedule
- Unit 5 : Management of Inventory Control: Meaning, Objective, Need of hold inventory, factor determining levels in inventory, Risk and Cost association with inventory, Techniques of inventory control: ABC Analysis, Maximum-Minimum-Re-order-Danger Level, Economic Order Quantity.

SUGGESTED READINGS

- V.K.Bhalla: Working Capital Management, S.Chand, New Delhi
- H.R.Machiraju: Introduction to Project Finance, S.Chand, New Delhi
- Bhavesh Patel : Fundamental of Financial Management, S.Chand, New Delhi
- Agarwal, Agarwal, Kothari: Financial Management,(Hindi & English) RBD Publication, Jaipur.
- Khan M.Y and Jain P.K.: Financial Management. TataMcGraw hill, New Delhi
- Pandey I.M: Financial Management. Vikas Publishing house, New Delhi
- Prasanna Chandra: Financial Management - Theory and Practice. TataMcGraw hill, New Delhi
- Bierman, H. And Smidt, S.: The Capital Budgeting Decisions. Harcourt collage publisher, Singapore.
- Van Horne, J.C.: Financial Management and Policy. Prentice hall, New Delhi
- Kuchhal, S.C.: Financial Planning – An Analytical Approach. C Publishing House,Michgun.
- Ravi M. Kishore: Financial Management. Taxman Publisher, New Delhi
- S.N. Maheshwari: Financial Management. New Delhi
- Periasamy.P: Working Capital Management, Himalaya Publishng House, Delhi
- Sharma D.: Working Capital Management, Himalaya Publishng House, Delhi

**GROUP E
PAPER I
COOPERATIVE MOVEMENT IN INDIA**

- Unit 1 : Evolution of Cooperative Movement in India, Cooperative movement before and after independence.Organisation and function of non-credit cooperative society: Marketing Cooperative, consumer cooperative, Industrial cooperative, Housing Cooperative, Producer Cooperative,
- Unit 2 : Government control over Cooperative: Legal and Administrative, Need of Bureaucratic manager in Cooperative Organisation, merit and demerit, Role, Function, Power, Duties of General Body, Board of Director, Secretary of the Society.
- Unit 3 : Cooperative movement in Rajasthan : Meaning, Definition, Evolution before and after Independence. Cooperatives during plan, cooperative principles, Importance. Study of Rajasthan Cooperative Societies Act 1965 and amended uptodate.
- Unit 4 : Shodha Ram Committee, Mirdha Committee, Shivraman Committee.Cooperative Institutions in Rajasthan; Cooperative Credit: Short-Medium-Long term Loan, Credit Societies.
- Unit 5 : Role of the State Government in the growth of Cooperative movement, Problems, Drawbacks and suggestion for its progress

SUGGESTED READINGS:

- H.R. Swami & B.P.Gupta: Rural Development & Cooperation, RBD, Jaipur
- B.P.Gupta, H.R.Swami : *Grameen Vikas evam Sahakarita*
- B.P.Gupta, RBD, Jaipur : *Sahakarita ke Siddanth evam Vyavhar*
- Nair K.M.: Cooperative Management & Administration, Kalyani Books, Delhi
- Kamat G.S.: New Dimensions of Co-operative Movement, Himalaya Publishing House, New Delhi
- Sharada V: The Theory of Co-operation, Himalaya Publishing House, New Delhi
- Singh L.P.: Co-operative Marketing in India & aborad, Himalaya Publishing House, New Delhi

**GROUP E
PAPER II
DEVELOPMENT OF FINANCIAL INSTITUTIONS**

- Unit 1 : International and National Economic Institution: Organisation, Management, Function, Objectives,

- Unit 2 : Working and achievement of: World Trade Organisation (WTO), International Development Association (IDA), International Monetary Fund (IMF), International Bank of Reconstruction & Development (IBRD), International Financial Corporation (IFC), UNCTAD,
- Unit 3 : Industrial Development Bank of India (IDBI), Industrial Credit and Investment Corporation of India Bank (ICICI), Industrial Reconstruction Bank of India (IRBI),
- Unit 4 : State Financial Institution (SFI), Unit Trust of India (UTI), Life Insurance Corporation of India (LIC).
- Unit 5 : Concept of General Agreement of Trade & Services (GATT), Trade Related Intellectual Property Rights (TRIPS), Trade Policy Review Mechanism (TRIMS)

SUGGESTED READINGS:

- Mathur B.L. & Dave R.K.: Economic Environment (H&E), Vide Vision Publication, Jaipur
- C.Ram Goyal: Management of Financial Services, Vikas Publication, New Delhi
- H.R.Machiraja: Introduction to Project Finance, Vikas Publication, New Delhi
- Sapna Nibsaiya: Indian Financial System, Vikas Publication, New Delhi
- M.B.Rao, Manjula: WTO & International Trade, Vikas Publication, New Delhi
- Fabozzi: Foundation of Financial Market & Institutions, , Pearson, Delhi
- Mishikin: Financial Market & Institutions, Pearson, Delhi
- Sharma: Management of Financial Institutions, PHI, Delhi (Hindi & English)
- Dewett, K.K. : Modern Economic Theory, S. Chand, Delhi
- Sundaram & Black : The International Business Environment, prentice Hall, New Delhi
- Agarwal, A.N. : Indian Economy, Vikas publishing House, Delhi
- Dutt, R. and Sundharam, K.P.M. : Indian Economy, S.Chand, Delhi
- Misra. S.K. and Puri, V.K. : Indian Economy, Himalaya Publishing House, New Delhi
- Hedge, Ian : Environmental Economics, Macmillan. Hampshire
- Gupta, Swami and Vaishnav : Economic and Business Environment, RBD, Jaipur
- S.Sachdeva: Management of Financial Institutions & Services, LNAE Publication, Agra

- Gupta & Gupta: Management of Financial Institution, Kalyani Books, Delhi
- Gupta, Shashi & Gupta Neeti: Financial Institutions & Market, Kalyani Books, Delhi
- Desai, Vasant: Development banking and Financial Intermediaries, Himalaya Publishing House, Delhi
- Srivastava & Nigam: Management of Indian Financial Institutions, Himalaya Publishing House, Delhi
- Varshney, P.N. : Indian Financial System, Sultan Chand & Sons, New Delhi.
- Khan, M.Y.: Indian Financial System, Tata McGraw Hill, Delhi.
- Mittani D.M.: Money, Banking & International Trade, Himaliya Publishing, Delhi
- Vashitha, Swami, Gupta: Banking and Finance, RBD, Jaipur
- Mathur B.L. & Dave R.K.: Money and Banking System, (Hindi & English), Vide Vision, Jaipur
- Sundharam & Vaishney: Banking Theory Law & Practice, Sultan Chand & Sons, Delhi