Aniversity of Mumbai



Revised Syllabus of Courses of B.Com. (Financial Markets) Programme Second Year Semester III and IV

Under Choice Based Credit, Grading and Semester System

With effect from Academic Year- 2017-2018

Board of Studies-Financial Markets

Board of Studies-Financial Markets, University of Mumbai1 | Page

S.Y.B.Com. (Financial Markets)

No. of	Semester III	Credits	No. of	Semester IV	Credits
Courses	Semester m	creuits	Courses	Semester IV	creatts
1	Discipline Related Elective Courses (DRE)		1	Discipline Related Elective Courses (DRE)	
1, 2 & 3	*Any three courses from the following list of the courses	09	1,2 & 3	*Any three courses from the following list of the courses	09
2	Ability Enhancement Courses (AEC)		2	Ability Enhancement Courses (AEC)
2A	Ability Enhancement Compulsory Course		2A	Ability Enhancement Compulsory Course	
4	Business Law -1	03	4	Business Law -2	03
2B	Ability Enhancement Elective Course		2B	Ability Enhancement Elective Course	
5	*Any one course from the following list of courses	02	5	*Any one course from the following list of courses	02
3	3 Core Courses (CC)		3	Core Courses (CC)	
6	Management Accounting	03	6	Corporate Finance	03
7	Computer Skills – 2	03	7	Business Economics -2	03
	Total Credits20Total Credits20			20	

(To be implemented from Academic Year- 2017-2018)

*List of Ability Enhancement Elective courses (AEEC) Courses for Semester III (Any One)		*	List of Ability Enhancement Elective courses (AEEC) Courses for Semester IV (Any One)
1	Foundation Course in Financial Markets	1 Foundation Course in Financial Markets	
	FC III- Money Market	-	FC IV- Foreign Exchange Markets
2	Foundation Course–Contemporary Issues- III	2	Foundation Course–Contemporary Issues- IV
3	Foundation course in NSS III	3	Foundation course in NSS IV
4	Foundation Course in NCC III	4	Foundation Course in NCC IV
5	Foundation Course in Physical Education III	5	Foundation Course in Physical Education IV

*List of Discipline Related Elective(DRE) Courses for Semester III (Any Three)		*List of Discipline Related Elective(DRE) Courses for Semester IV (Any Three)		
1	Debt Markets-1	1	Debt Markets-2	
2	Equity Markets-1	2	Equity Markets-2	
3	Commodities Markets	3	Commodities Derivatives	
4	Portfolio Management	4	Merchant Banking	
5	Treasury Management	5	Personal Financial Planning	
	Note: Course/ Subject on Debt Markets and Equity Markets selected in Semester III will continue in Semester IV			

B.Com. (Financial Markets) Programme Under Choice Based Credit, Grading and Semester System Course Structure

(To be implemented from Academic Year- 2017-2018)

No. of Courses	Semester III	Credits
1	Discipline Related Elective Courses (DRE)- Select any thr	ee
А	Debt Market- 1	03
В	Equity Market- 1	03
C	Commodities Market	03
D	Portfolio Management	03
E	Treasury Management	03
2	Ability Enhancement Courses (AEC)	
2A	Ability Enhancement Compulsory Course (AECC)	
4	Business Law - 1	03
2B	*Ability Enhancement Elective Courses (AEEC)	
5	Any one course from the following list of the courses	02
3	Core Courses (CC)	
6	Management Accounting	03
7	Computer Skills -2	03
	Total Credits	20

Semester III

*List of Ability Enhancement Elective Courses (SEC) for Semester III (Any One)		
1	Foundation Course - in Financial Markets- FC III – Money Market	
2	Foundation Course–Contemporary Issues- III	
3	Foundation Course - NSS – III	
4	Foundation Course - NCC – III	
5	Foundation Course - Physical Education – III	

1.Debt Market - 1

Sr. No.	Modules	No. of Lectures
1	Introduction to the debt markets	15
2	Instruments & players in debt markets	15
3	Bonds	15
4	Valuation of bonds	15
	Total	60

Sr. No.	Modules / Units		
1	Introduction to the debt markets		
	Evolution of Debt Markets in India		
	 Primary market & secondary market 		
	 Money market & Debt Market in India 		
	 Fundamental features of debt instruments 		
	 Regulatory framework in the Indian debt market 		
2	Instruments & players in debt markets		
	 central government securities: bonds, t-bills, state government bonds, 		
	Open market operations		
	 Securities Trading Corporation of India 		
	 Primary dealers in Government Securities 		
	Clearing Corporation of India		
3	Bonds		
	Features of bonds		
	Types of bonds		
	Issuers of bonds		
	 Bond ratings- importance & relevance and rating agencies. 		
4	Valuation of bonds		
	Determinants of the value of bonds		
	Bond Mathematics		
	Yield Curve Analysis		

2.Equity Markets -1

Sr. No.	Modules	No. of Lectures
1	Equity Markets- Introduction	15
2	Primary Market	15
3	Secondary Market	15
4	Importance of Equity Markets in developing country like India	15
	Total	60

Sr. No.	Modules / Units		
1	Equity Markets- Introduction		
	 Meaning and Definition of equity shares Growth of Corporate Sector and the simultaneous growth in the number of equity shareholders Separation of ownership and management in companies Development of equity culture in India- Current position 		
2	Primary Market		
	 IPO - Methods followed, Book Building, Offer for sale Role of Merchant bankers in fixing the price Red – Herring Prospectus – it's unique features ASBA and its features Green Shoe option Sweat equity, ESOP Rights issue of shares, Non voting shares ,ADR, GDR,IDR 		
3	Secondary Market		
	 Definition and functions of stock Exchanges Evolution and Growth of Stock Exchanges in India NSE, BSE, SME Exchanges and Overseas Stock Exchanges Recent Development in Stock Exchanges, Merger of SEBI with FOMC Stock Market Indices 		
4	Importance of Equity Markets in developing country like India		
	 Need for attracting more investors towards equity Need for strengthening secondary markets Link between Primary Market and Secondary Market 		

3.Commodities Markets

Sr. No.	Modules	No. of Lectures
1	Introduction to Commodity Market	15
2	Commodity market in India.	15
3	Commodity Exchanges	15
4	Strengthening Commodity Market in India	15
	Total	60

Sr. No.	Modules / Units	
1	Introduction to Commodity Market	
	 Emergence of Commodity Market Dynamics of global commodity markets 	
2	Commodity Market in India	
	 Commodity Exchanges in India Role of Information in Commodity Markets Linkages between equity markets and commodity markets Commodity markets - Logistics and Warehousing 	
3	Commodity Exchanges	
	 Function & Role Trading & Clearing methods Commodity futures Commodity Specific Exchanges Vs Multi Commodity Exchanges 	
4	Strengthening commodity markets in India.	
	 Role of Government Role of Commodity Exchanges Other Institutions Training & development of Dealers 	

Revised Syllabus of Courses of B.Com. (Financial Markets) Programme at Semester III

with Effect from the Academic Year 2017-2018

4. Portfolio Management

Sr.	Modules	No. of
No.		Lectures
1	Introduction to portfolio management	15
2	Portfolio Management Strategies	15
3	Portfolio Analysis	15
4	Portfolio Revision and performance management	15
	Total	60

Sr. No.	Modules / Units	
1	Introduction to portfolio management	
	Investment process, Investment categories, defining investment goals and	
	objectives, Investment constraints	
	Process of asset allocation, different approaches to allocation decision, overview	
	of allocation techniques	
2	Portfolio Management Strategies	
	Active strategy, passive strategy, semi active strategy, duration shift and	
	immunization, efficient market hypotheses, top down and bottoms up	
3	Portfolio Analysis	
	Analysis: Diversification, portfolio risk and return, single index model, The sharpe	
	index model, Portfolio Beta	
	Selection: Markowitz Risk- Return optimization, concept of utility, Sharpe	
	optimization model, Geometric mean model, Safety First model, Stochastic	
	Dominance Model	
4	Portfolio Revision and performance management	
	Revision: Portfolio rebalancing, portfolio upgrading, Formula plans, constant ratio	
	plan, variable ratio plan, selection and revision of equity portfolio	
	Performance measurement: Methods of calculating rate of return, Money	
	weighted rate of return, Time weighted rate of return, Linked internal rate of	
	return, Buying the index approach, Sharpe's- Treynor's – Jensen's performance measure of portfolio	

5.Treasury Management

Sr. No.	Modules	No. of Lectures
1	Understanding Treasury Management	15
2	Classification of treasury markets and Treasury Services	15
3	Cross currency forwards, present and future value	15
4	Treasury Risk Management	15
	Total	60

1	Understanding Treasury Management	
	Treasury- it's evolution, importance, ideal treasury department, front office, mid	
	office and back office	
	Theories of treasury management	
	Functions of treasury department	
	Liquidity management in treasuries	
	Banking relationship	
	Credit management	
	Treasury objectives and approaches	
2	Classification of treasury market and Treasury Services	
	Domestic or National Treasury Market	
	Forex or International Treasury	
	Features, products, dimensions, ideal ticket size, regulatory framework	
	Treasury Services: Bank Treasury, Government Treasury, Corporate Treasury	
3	Cross Currency forwards, present and future value	
	Calculation of premium, discount etc, pre utlisation of contracts	
	Exchange rate movement- volatility of major currencies	
	Exchange rate and interest rate arbitrage- NDF Markets	
	Cross Currency futures	
	FEDAI Guidelines for merchant quotes	
4	Treasury Risk Management	
	Treasury risk management policy, control and reporting requirements	
	Open position- day end, day light and overnight position limits- limit orders with	
	other banks	
	Mismatch of positions- gap limits- individual and aggregate, stop loss limits, VAR	
	and Capital positions	
	Developing risk framework for organization	

4.Business Law-1

Sr. No.	Modules	No. of Lectures
1	Indian Contract Act	15
2	Special Contracts	15
3	Sale of Goods Act	15
4	Negotiable Instruments Act	15
	Total	60

1	Indian Contract Act
	Indian Contract Act 1872 Definitions (S.2): Agreement, kinds of Agreements, Contract- kinds ofcontracts: Valid, Void, Voidable, Contingent and Quasi Contract and Econtract, distinguish between Agreement and Contract. Offer or Proposal- definition, Essentials of Valid proposal or offer, counteroffer, Standing or open offer, distinguish between offer and invitation to offer, Acceptance-definition, Essentials of a valid acceptance, Promise, Communication of Offer and acceptance and Revocation. Capacity to contract (Ss.10-12), Consent and Free Consent (Ss.13-22) Consideration (S.2 and 25) and Void Agreements (Ss.24-30)
2	Special Contracts
	Law of Indemnity and Guarantee (Ss.124-125, Ss-126-129,132-147) Law of Bailment and pledge (Ss. (Secs148,152-154,162, 172,178,178A and 179) Law of Agency (S. 182-185& 201-209only)
3	Sale of Goods Act
	Introduction, Definitions (Sec-2), Formalities of the contract of sale (Ss. 4- 10), Distinction between 'sale' and 'agreement of sell, Distinction between 'sale and hire-purchase agreement' Conditions and Warranties (11-17) Transfer of property as between the seller and the buyer (sec-18-26) Rights of an unpaid seller (Secs-45-54)
4	Negotiable Instruments Act
	Meaning and Characteristics of Negotiable Instrument, Operational rules of Evidence –Presumptions, classification of Negotiable Instruments. Promissory Notes and Bills of Exchange(Ss. 4,5,108-116) Essential elements of Promissory Note and Bill of Exchange, Distinguish Between Promissory note and Bill of Exchange. Acceptor and Acceptance, definition of Acceptor, Acceptance for honour, Absolute and qualified or conditional acceptance, Drawer, Drawee in case of Need(Ss.7,115&116) Payee,Cheques, Types of Cheque and Penalties in case of dishonour of certain cheques, distinguish between cheque and Bill of exchange, (Sec: 6,123- 131A,138-147) Miscellaneous Provisions:(Secs:8-10,22,99-102,118-122,134-137)Holder(S.8), Holder in Due Course(S.9), Rights and privileges of H.D.C.Payment in due course (S.10), Maturity of an Instrument (S.22), Noting(S.99), Protest (S.100-102). Bills in Set. (Sec.13)

5.Foundation Course in Financial Markets FC – III-Money Market

Sr. No.	Modules	No. of Lectures
1	Introduction to Money Markets	15
2	Regulatory framework of Money Market	15
3	Money Market instruments	15
4	Recent Developments in Money markets	15
	Total	60

Sr. No.	Modules / Units
1	Introduction to money markets
	Meaning of Money Market, features of money markets, importance of money market: Role of Primary dealers in money markets, Development of trade & industry, Development of capital market, Smooth functioning of commercial banks, Effective central bank control, Formulation of suitable monetary policy, source of finance to government
2	Regulatory framework of money markets
	Regulatory framework of RBI, FIMMDA (Fixed Income, Money Market and Derivatives Association) and Foreign Exchange Dealers Association of India (FEDAI), conDS, NDS-OM
3	Money Market Instruments
	Conventional: Treasury bills, Money at call and short notice in the call loan market, Commercial bills, promissory notes in the bill market. Modern: Commercial papers, Certificate of deposit, Inter-bank participation certificates, Repo instrument, Banker's Acceptance. Money Market mutual fund: meaning, advantages and disadvantages, regulatory framework for money market mutual funds, various money market funds operational in Indian market
4	Recent Developments in Money Markets
	Recent development in Money Market: Integration of unorganized sector with the organized sector, widening of call Money market, Introduction of innovative instrument, Offering of Market rates of interest, Promotion of bill culture, Entry of Money market mutual funds, Setting up of credit rating agencies, Adoption of suitable monetary policy, Establishment of DFHI, Setting up of security trading corporation of India Itd. (STCI)

Foundation Course- Contemporary Issues- III

Sr. No.	Modules	No. of Lectures
1	Human Rights Provisions, Violations and Redressal	12
2	Dealing With Environmental Concerns	11
3	Science and Technology I	11
4	Soft Skills for Effective Interpersonal Communication	11
	Total	45

Sr. No.	Modules / Units	
1	Human Rights Violations and Redressal	
	 A. Scheduled Castes- Constitutional and legal rights, Forms of violations, Redressal mechanisms. B. Scheduled tribes- Constitutional and legal rights, Forms of violations, 	
	Redressal mechanisms. (2 Lectures) C. Women- Constitutional and legal rights, Forms of violations, Redressal mechanisms. (2 Lectures)	
	 D. Children- Constitutional and legal rights, Forms of violations, Redressal mechanisms. (2 Lectures) 	
	E. People with Disabilities, Minorities, and the Elderly population- Constitutional and legal rights, Forms of violations, Redressal mechanisms. (4 Lectures)	
2	Dealing With Environmental Concerns	
	 A. Concept of Disaster and general effects of Disasters on human life- physical, psychological, economic and social effects. (3 Lectures) B. Some locally relevant case studies of environmental disasters. (2 Lectures) C. Dealing with Disasters - Factors to be considered in Prevention, Mitigation (Relief and Rehabilitation) and disaster Preparedness. (3 Lectures) D. Human Rights issues in addressing disasters- issues related to compensation, equitable and fair distribution of relief and humanitarian approach to 	
2	resettlement and rehabilitation. (3 Lectures)	
3	Science and Technology – I	
	 A. Development of Science- the ancient cultures, the Classical era, the Middle Ages, the Renaissance, the Age of Reason and Enlightenment. (3 Lectures) B. Nature of science- its principles and characteristics; Science as empirical, practical, theoretical, validated knowledge. (2 Lectures) 	
	 C. Science and Superstition- the role of science in exploding myths, blind beliefs and prejudices; Science and scientific temper- scientific temper as a fundamental duty of the Indian citizen. (3 Lectures) D. Science in everyday life- technology, its meaning and role in development; Interrelation and distinction between science and technology. (3 Lectures) 	
4	Soft Skills for Effective Interpersonal Communication	
	Part A (4 Lectures)	
	 I) Effective Listening - Importance and Features. II) Verbal and Non-Verbal Communication; Public-Speaking and Presentation Skills. III) Barriers to Effective Communication; Importance of Self-Awareness and Body 	
	Language. Part B (4 Lectures)	
	 Formal and Informal Communication - Purpose and Types. Writing Formal Applications, Statement of Purpose (SOP) and Resume. Preparing for Group Discussions, Interviews and Presentations. Part C (3 Lectures) 	
	 I) Leadership Skills and Self-Improvement - Characteristics of Effective Leadership. II) Styles of Leadership and Team Building 	
	 Styles of Leadership and Team-Building. 	

- 1. Asthana, D. K., and Asthana, Meera, *Environmental Problems and Solutions*, S. Chand, New Delhi, 2012.
- 2. Bajpai, Asha, Child Rights in India, Oxford University Press, New Delhi, 2010.
- 3. Bhatnagar Mamta and Bhatnagar Nitin, *Effective Communication and Soft Skills*, Pearson India, New Delhi, 2011.
- 4. G Subba Rao, Writing Skills for Civil Services Examination, Access Publishing, New Delhi, 2014
- 5. Kaushal, Rachana, *Women and Human Rights in India*, Kaveri Books, New Delhi, 2000.
- 6. Mohapatra, Gaur Krishna Das, *Environmental Ecology*, Vikas, Noida, 2008.
- 7. Motilal, Shashi, and Nanda, Bijoy Lakshmi, *Human Rights: Gender and Environment*, Allied Publishers, New Delhi, 2007.
- 8. Murthy, D. B. N., *Disaster Management: Text and Case Studies*, Deep and Deep Publications, New Delhi, 2013.
- 9. Parsuraman, S., and Unnikrishnan, ed., India Disasters Report II, Oxford, New Delhi, 2013
- 10. Reza, B. K., *Disaster Management*, Global Publications, New Delhi, 2010.
- 11. Sathe, Satyaranjan P., Judicial Activism in India, Oxford University Press, New Delhi, 2003.
- 12. Singh, Ashok Kumar, Science and Technology for Civil Service Examination, Tata McGraw Hill, New Delhi, 2012.
- 13. Thorpe, Edgar, General Studies Paper I Volume V, Pearson, New Delhi, 2017.

Projects / Assignments (for Internal Assessment)

- i. Projects/Assignments should be drawn for the component on Internal Assessment from the topics in **Module 1 to Module 4**.
- ii. Students should be given a list of possible topics at least 3 from each Module at the beginning of the semester.
- iii. The Project/Assignment can take the form of Street-Plays / Power-Point Presentations / Poster Exhibitions and similar other modes of presentation appropriate to the topic.
- iv. Students can work in groups of not more than 8 per topic.
- v. Students must submit a hard / soft copy of the Project / Assignment before appearing for the semester end examination.

QUESTION PAPER PATTERN (Semester III)

The Question Paper Pattern for Semester End Examination shall be as follows:

TOTAL MARKS: 75

DURATION: 150 MINUTES

QUESTION NUMBER	DESCRIPTION	MARKS ASSIGNED
1	 i. Question 1 A will be asked on the meaning / definition of concepts / terms from all Modules. ii. Question 1 B will be asked on the topic of the Project / Assignment done by the student during the Semester iii. In all 8 Questions will be asked out of which 5 have to be attempted 	 a) Total marks: 15 b) For 1 A, there will be 3 marks for each sub-question. c) For 1 B there will be 15 marks without any break-up.
2	have to be attempted. Descriptive Question with internal option (A or B) on Module 1	15
3	Descriptive Question with internal option (A or B) on Module 2	15
4	Descriptive Question with internal option (A or B) on Module 3	15
5	Descriptive Question with internal option (A or B) on Module 4	15

5. 2 Foundation Course National Service Scheme Studies (NSSS)

National Service Scheme Studies Paper-III

Sr. No.	Modules	No of Lectures
1	Value System & Gender sensitivity	12
2	Disaster preparedness & Disaster management	10
3	Health, hygiene & Diseases	13
4	Environment & Energy conservation	10
	Total	45

Sr. No.	Modules / Units	
1	Value System & Gender sensitivity	
	UNIT - I – Value System Meaning of value, Types of values- human values and social responsibilities- Indian value system- the concepts and its features	
	UNIT - II - Gender sensitivity and woman empowerment Concept of gender- causes behind gender related problems- measures Meaning of woman empowerment- schemes for woman empowerment in India	
2	Disaster preparedness & Disaster management	
	UNIT - I - Basics of Disaster preparedness Disaster- its meaning and types Disaster preparedness- its meaning and methods	
	UNIT - II - Disaster management Disaster management- concept- disaster cycle - role of technology in disaster response- role of as first responder – the study of 'Avhan' Model	
3	Health, hygiene & Diseases	
	UNIT - I - Health and hygiene Concept of complete health and maintenance of hygiene	
	UNIT - II - Diseases and disorders- preventive campaigning Diseases and disorders- preventive campaigning in Malaria, Tuberculosis, Dengue, Cancer, HIV/AIDS, Diabetes	
4	Environment & Energy conservation	
	UNIT - I Environment and Environment enrichment program Environment- meaning, features , issues, conservation of natural resources and sustainability in environment	
	UNIT - II Energy and Energy conservation program Energy- the concept, features- conventional and non- conventional energy Energy conservation- the meaning and importance	

I 5.3 Foundation Course of NCC

NCC Paper-III

Sr. No.	Modules	No of Lectures
1	National Integration & Awareness	10
2	Drill: Foot Drill	10
3	Adventure Training and Environment Awareness and Conservation	05
4	Personality Development and Leadership	10
5	Specialized subject (ARMY)	10
	Total	45

Sr. No.	Modules / Units		
1	National Integration & Awareness		
	Desired outcome: The students will display sense of patriotism, secular values and		
	shall be transformed into motivated youth who will contribute towards nation		
	building through national unity and social cohesion.		
	The students shall enrich themselves about the history of our beloved country and		
	will look forward for the solutions based on strengths to the challenges to the		
	country for its development.		
	Freedom Struggle and nationalist movement in India.		
	 National interests, Objectives, Threats and Opportunities. Broblems (Challenges of National Integration 		
	Problems/ Challenges of National Integration.Unity in Diversity		
2	Drill: Foot Drill		
-	Desired outcome : The students will demonstrate the sense of discipline, improve		
	bearing, smartness, turnout, develop the quality of immediate and implicit		
	obedience of orders, with good reflexes.		
	 Side pace, pace forward and to the rear 		
	 Turning on the march and whiling 		
	Saluting on the march		
	 Marking time, forward march and halt in quick time 		
	Changing step		
-	Formation of squad and squad drill		
3	Adventure Training, Environment Awareness and Conservation		
3A	Adventure Training		
	Desired outcome: The students will overcome fear & inculcate within them the		
	sense of adventure, sportsmanship, espirit-d-corp and develop confidence, courage, determination, diligence and quest for excellence.		
	 Any Two such as – Obstacle course, Slithering, Trekking, Cycling, Rock Climbing, Para Sailing, Sailing, Scuba Diving etc. 		
3B	Environment Awareness and Conservation		
	Desired outcome: The student will be made aware of the modern techniques of		
	waste management and pollution control.		
	Waste management		
4	Pollution control, water, Air, Noise and Soil		
4	Personality Development and Leadership Desired outcome: The student will inculcate officer like qualities with desired		
	ability to take right decisions.		
	 Time management 		
	 Effect of Leadership with historical examples 		
	Interview Skills		
	Conflict Motives- Resolution		
Sr. No.	Modules / Units		
5	Specialized Subject: Army Or Navy Or Air		
	<u>Army</u>		

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De	sired outcome: It will acquaint, expose & provide knowledge about Army/
Na	vy/ Air force and to acquire information about expanse of Armed Forces
,se	rvice subjects and important battles
А.	Armed Force
	 Task and Role of Fighting Arms
	Modes of Entry to Army
	Honors and Awards
В.	Introduction to Infantry and weapons and equipments
	• Characteristics of 5.56mm INSAS Rifle, Ammunition, Fire power, Stripping,
	Assembling and Cleaning
	Organization of Infantry Battalion.
C.	Military history
	 Study of battles of Indo-Pak War 1965,1971 and Kargil
	War Movies
D.	Communication
	Characteristics of Walkie-Talkies
	Basic RT Procedure
	Latest trends and Development (Multi Media, Video Conferencing, IT)
	OR
<u>Na</u>	νγ
А.	Naval orientation and service subjects
	 Organization of Ship- Introduction on Onboard Organization
	Naval Customs and Traditions
	Mode of Entry into Indian Navy
	 Branches of the Navy and their functions
	Naval Campaign (Battle of Atlantic, Pearl Harbour, Falkland War/Fleet
	Review/ PFR/ IFR)s
В.	Ship and Boat Modelling
	Types of Models
	 Introduction of Ship Model- Competition Types of Model Prepare in NSC and RDC
	Care and handling of power-tools used- maintenance and purpose of tools

Sr. No.	Modules / Units
	C. Search and Rescue
	 Role of Indian Coast Guard related to SAR
	D. Swimming
	 Floating and Breathing Techniques- Precautions while Swimming
	OR
	AIR
	A. General Service Knowledge
	Organization Of Air Force
	Branches of the IAF.
	B. Principles of Flight
	Venturi Effect
	Aerofoil
	Forces on an Aircraft
	Lift and Drag
	C. Airmanship
	 ATC/RT Procedures Aviation Medicine
	D. Aero-Engines
	Types of EnginesPiston Engines
	 Jet Engines
	Turboprop Engines

5.4 Foundation Course of Physical Education

with Effect from the Academic Year 2017-2018

Physical Education Paper-III

Sr. No.	Modules	No of Lectures
1	Overview of Nutrition	10
2	Evaluation of Health, Fitness and Wellness	10
3	Prevention and Care of Exercise Injuries	10
4	Sports Training	15
	Total	45

Sr. No.	Modules / Units
1	Overview of Nutrition
	Introduction to nutrition & its principles
	Role of Nutrition in promotion of health
	Dietary Guidelines for Good Health
	Regulation of water in body and factors influencing body temperature.
2	Evaluation of Health, Fitness and Wellness
	Meaning & Concept of holistic health
	Evaluating Personal health-basic parameters
	 Evaluating Fitness Activities – Walking & Jogging
	Myths & misconceptions of Personal fitness
3	Prevention and Care of Exercise Injuries
	Types of Exercise Injuries
	First Aid- Importance & application in Exercise Injuries
	Management of Soft tissues injuries
	Management of bone injuries
4	Sports Training
	Definition, aims & objectives of Sports training
	Importance of Sports training
	Principles of Sports training
	Drug abuse & its effects

INTERNAL ASSESSMENT (PRACTICUM) (25 Marks)

SEMESTER -III

(Continuous Evaluation during practical sessions conducted for 27 hours)

- a. A learner willing to participate in inter-collegiate/ inter university competitions of any game and sports conducted by the University of Mumbai will be evaluated for 15 marks on the basis of his attendance, sincerity and performance during the training / practice / coaching sessions / camps conducted by the college/University for at least 10 days. It is expected that the colleges should organize training / practice / coaching sessions / camps of various games and sports as per the choice of the learner. However, due to unavailability of the same in his / her college if a learner participates in the training / practice / coaching sessions / camps organized by other organizations or clubs of sports and games, may be considered for evaluation for 15 marks on the basis of the proofs of attendance and participation submitted by a learner.
- A learner will be taught the following yogic practices by conducting practicals for at least 10 sessions (one hour each) and will be assessed by the concern teacher for marks out of **10** on the basis of his attendance, sincerity and performance.
- Yogic Practices :- Shirshasana, Sarvangasana, Matsyasana, Halasana, Bhujangasana, Shalbhasana, Dhanurasana, Ardhamatsendrasana, Pashchimotanasana, Mayurasana, Shavasana, Yoga Mudra & Uddiyan Bandh, Nauli, Kapalbhati, Ujjayyi Pranayam, Bhastrika, Omkar and Dhyana.
 - (Note:- The above yoga practical sessions should be conducted in a such way that every learner must realize its effects as well as should make it as a part of his/her life style).

6.Management Accounting

Sr. No.	Modules	No. of Lectures
1	Introduction to Management Accounting	5
2	Analysis and Interpretation of Accounts	15
3	Ratio analysis and interpretation based on Vertical Financial Statements	15
4	Cash Flow statements	15
5	Working Capital concept	10
	Total	60

Sr. No.	Modules / Units		
1	Introduction to Management Accounting		
	Meaning, nature, scope and functions of Management accounting- Role of Management Accounting in decision making- Management accounting and Financial Accounting		
2	Analysis and interpretation of Accounts		
	Vertical form of Balance sheet and Profit & Loss account suitable for analysis Trend Analysis Comparative Statements Common size statement Simple problems based on the above		
3	Ratio analysis and interpretation based on Vertical financial Statements as above		
	 a) Balance sheet Ratios Current Ratio Liquid Ratio Stock Working capital Ratio Proprietary Ratio Debt Equity Ratio Capital Gearing Ratio b) Revenue Statement Ratios Gross Profit Ratio Expenses Ratio Operating Ratio Net Profit Ratio Stock Turnover Ratio c) Combined Ratios Return on Capital Employed (including long term borrowings) Return on Proprietor's Fund (shareholders' fund and Preference Capital) Return on Equity Capital Dividend Payout Ratio Debt Service coverage Ratio Debtors Turnover Ratio 		
4	Cash flow Statements Preparation of cash flow statements with reference to Accounting Standard No 3		
	 – Indirect Method Only 		
5	Working Capital- Concept		
	Estimation of working capital requirements in case of trading and manufacturing organisations		

Revised Syllabus of Courses of B.Com. (Financial Markets) Programme at Semester III

with Effect from the Academic Year 2017-2018

7.Computer Skill -2

Modules at a Glance

Sr. No.	Modules	No. of Lectures
1	Advanced Spread sheet	15 + 5 practical
2	Data Based Management systems	15 + 5 practical
3	Modern E Business Software systems	10
4	Other Emerging Technologies	10

Note: The syllabus for computer skills does not prescribe any particular product. College may opt for any suitable software which may be paid, subscribed or may be an open source free software

Sr. No.	Modules / Units	
1	Advanced Spreadsheet	
	Pivot, Advanced formulae, Lookups, Macros, Working with other programmes, Inserting a spreadsheet sheet in word document, modifying an inserted spreadsheet, Inserting a linked chart in a Word Document, Inserting graphic in a spreadsheet	
2	Data Based Management Systems	
	Concepts, Tables, Fields, Datatypes RDBMS Primary Key, Foreign Key	
3	Modern E Business Software Systems	
	Introduction : Enterprise Resource Planning – ERP Supply chain Management- SCM Customer Relationship Management- CRM Sales Force Automation- SFA	
4	Other emerging technologies	
	Online trading software Net-banking Online banking software	

B.Com. (Financial Markets) Programme Under Choice Based Credit, Grading and Semester System Course Structure

(To be implemented from Academic Year- 2017-2018)

Semester IV

No. of Courses	Semester IV	Credits
1	Discipline Elective Courses (EC)- Select any three	
A	Debt Markets-2	03
В	Equity Markets-2	03
С	Commodities Derivatives	03
D	Merchant Banking	03
E	Personal Financial Planning	03
2	Ability Enhancement Courses (AEC)	
2A	Ability Enhancement Compulsory Course (AECC)	
4	Business Law - 2	03
2B	*Ability Enhancement Elective Courses (AEEC)	
5	Any one course from the following list of the courses	02
3	Core Courses (CC)	
6	Corporate Finance	03
7	Business Economics - 2	03

*List of Ability Enhancement Elective courses (AEEC) Courses for Semester IV (Any One)

1 Foundation Course in Financial Markets FC IV- Foreign Exchange Markets

2 Foundation Course – Contemporary Issues- IV

3 Foundation course in NSS IV

4 Foundation Course in NCC IV

5 Foundation Course in Physical Education IV

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1.Debt Markets -2

Sr. No.	Modules	No. of Lectures
1	Basic Concepts and Fixed Income Mathematics	15
2	Pricing of Fixed Income Securities	15
3	Tracking Fixed Income Markets	15
4	Portfolio Management- Fixed Income	15
	Total	60

Sr. No.	Modules / Units
1	Basic Concepts of Fixed Income Securities
	a) Features of Fixed Income Securities
	b) Risk and Return Analysis in Fixed Income Securities
	c) Type of Fixed Income Securities including hybrid instruments
2	Pricing of Fixed Income Securities
	a) Valuation of fixed income securities including embedded option
	b) Duration and Convexity
	i. Duration
	ii. Convexity including modified and Maculay Duration
	c) Price value of basis points (PVBP)
	d) Spot Rate
	e) Forward rate
	f) Bootstrapping
3	Tracking Fixed Income Markets
	a) Tracking bond markets
	b) The bond traders arsenal of economic indicators
	i. Inflation
	ii. Monetary policy
	iii. Government deficits
	iv. Currency valuation
	c) The subprime crisis and the role of debt markets in the crisis – Then and now
4	Portfolio Management- Fixed Income
	a) Fixed Income Portfolio Management- Domestic and International
	b) Bond portfolio management strategies
	i. What is a bond portfolio strategy
	ii. Types of bond management strategy
	iii. Active, passive, neutral strategy

2. Equity Markets-2

Sr. No.	Modules	No. of Lectures
1	Developments in the Indian Equity Market	15
2	Valuation of Equities	15
3	Statistical Analysis of Share price movement	15
4	Dealings in Stock Exchanges	15
	Total	60

Sr. No.	Modules / Units
1	Developments in the Indian Equity Market
	i. Domestic savings & investments
	ii. Disinvestments, FDI & Foreign Portfolio Investment (FPI)
	iii. Role of Retail Investors
	iv. Share Price & Share Price Volatility
	v. Role of SEBI
2	Valuation of Equities
	i. Factors affecting Share Prices
	ii. Balance sheet valuation
	iii. Dividend discount model (zero growth, constant growth & multiple
	growth)
	iv. Price earning model
	v. Fundamental Analysis- Economy, Industry and Company Model
	vi. Macro Economic factors
	vii. Market related factors
3	Statistical Analysis of Share price movement
	i. Efficient Market Hypothesis
	ii. Stochastic Models
	iii. Brownian Motion
	iv. BETA
4	Dealings in Stock Exchanges
	i. Role of Brokers
	ii. Stock Market Quotations
	iii. Procedure for buying & selling
	iv. BOLT - On Line Trading/ NEAT System
	v. Clearing & Settlement
	vi. Order Matching

3. Commodities Derivatives

Sr. No.	Modules	No. of Lectures
1	Introduction of Derivatives	15
2	Pricing commodity derivatives	15
3	Trading: Basic Concepts	15
4	Regulatory Framework	15
	Total	60

Sr. No.	Modules / Units
1	Introduction of Derivatives
	Derivatives definition, Types of derivatives, Products, Participants and Functions, Exchange traded vs. OTC Derivatives -How Commodity Derivatives differ from financial Derivatives - Warehousing, Quantity of underlying assets, Global Commodity Exchanges, Commodity Exchanges in India, Commodities permitted for trading, Kabra committee Report, Commodity specific issues - Cropping and Growth patterns, Global Domestic demand -supply dynamics, Price trends and Factors that influence prices,
2	Pricing commodity derivatives
	Investment assets vs. Consumption assets-The Cost of Carry Model - Pricing futures contracts on investment commodities-Pricing futures contracts on consumption commodities-The futures basics- Concept of Hedging, Speculation, Arbitrage
3	Trading: Basic Concepts
	Basic concepts such as Margins, Circuit filters - delivery norms – Contracts specifications, Trading system, and Entities in the trading system, Trader workstation, Order types and conditions, Exposure limits, Commodities to be traded: Types of commodities: Bullion (silver and Gold), Agricultural commodities. Clearing, settlement and Risk Management: Calendar and Settlement schedule, Position determination, Settlement mechanism, Daily mark to market settlement, Settlement price - Daily settlement price, Final settlement price, Margining - Initial margin, Daily mark to Market margin, Open interest limits, Second line of Defense, NSCCL span. Final Settlement: Cash settlement, Physical settlement (warehousing) Exception handling: Funds shortages, Delivery shortages.
4	Regulatory Framework
	Rules governing Commodity derivatives-Derivatives Exchange, Rules Governing Intermediaries, Investor Grievances, Arbitration Rules.

4. Merchant Banking

Sr. No.	Modules	No. of Lectures
1	Introduction to Merchant Banking	15
2	Initial Public Offering (IPO)	15
3	Issue of DRs, ADRs and CPs	15
4	Issue of Bond and Debentures	15
	Total	60

Sr. No.	Modules / Units
1	Introduction to Merchant Banking
	Introduction to Merchant banking, Importance, need, functions, Merchant banking services - Project counselling, Loan syndication and Corporate counselling; Pre-issue merchant banking activities - Obtaining stock exchange approvals, action as per SEBI guide lines, Finalizing the appointments with - manager/advisers, Underwriters, Brokers, Bankers, Advertising agency, Drafting and approval of prospectus; Post-issue merchant banking activities – Issue subscription, Allotment of shares, Refunds, Periodical reports to SEBI.
2	Initial Public Offering (IPO)
	Initial Public Offering - Issuance Process, Role of registrar, SEBI guidelines for IPO eligibility, IPO grading, Draft Red Herring Prospectus (DRHP), Listing agreement, Pricing the issue, Book building process, Allotment; SEBI Guidelines in Drafting the Offer Document; Pre and Post launch activities in IPO, SEBI Guidelines on QIP, Rights and Bond Issues
3	Issue of DRs, ADRs and CPs
	Types and Process of Issuing of Depository Receipts (DRs) - American Depository Receipts (ADRs), Global Depository Receipts (GDRs), European Depository Receipts (EDRs), Indian Depository Receipts (IDRs), ADR structure and norms, Indian Depository Receipts (IDRs) and Guidelines; Procedure for issue of Commercial Paper – Credit Rating, Redemption process.
4	Issue of Bond and Debentures
	Procedure for Issue of Bond and Debentures, Foreign currency convertible bonds

5. Personal Financial Planning

Sr. No.	Modules	No. of Lectures
1	Personal Financial Planning Process	15
2	Personal Financial Statement Analysis	15
3	Financial Mathematics	15
4	Investor Psychology	15
	Total	60

Sr. No		Modules /Units
1	Perso	nal Financial Planning Process
	i.	Establish and Define the Relationship with the Client
	ii.	Collect Client's Information
	iii.	Analyse client's financial status, Risk Profile and Determine Financial Goals
	iv.	Develop Financial Planning Recommendations and Present them to the
		Client
	٧.	Implement Client's Financial Planning Recommendations
	vi.	Monitor and Review the Client's Situation
2	Perso	nal Financial Statement Analysis
	i.	Cash inflows and outflows – Cash Management
	ii.	Income and expenditure statement
	iii.	Budgeting and forecasting
	iv.	Monitoring budgets and provisions for savings
	٧.	Personal Balance sheet and Net Worth
3	Finan	cial Mathematics
	i.	Calculation of Returns-Nominal Rate of Return, Effective Rate of Return,
		Internal Rate of Return, and Compounded Annual Growth rate (CAGR), Real
		Rate of Return, Rate of Return after adjusting taxes, Analysis of Return.
	ii.	Time value of money
	iii.	Loan Calculations
	iv.	Total Asset, Net Worth and Financial Ratios
4	Invest	tor Psychology
	i.	Value investing and Behavioural Finance
	ii.	Role of emotions in finance decision making –Common errors
	iii.	Skewness of Asset Allocation due to cultural or historical bias
	iv.	Basic investment style and its drawbacks

4. Business Law - 2

Sr. No.	Modules	No. of Lectures
1	Indian Companies Act, 2013	15
2	Intellectual Property Rights, Copyrights and trade marks	15
3	Indian Partnership Act, 1932 and Limited Liability Partnership, 2008	15
4	Securities Contract Regulation Act and SEBI	15
	Total	60

Sr. No.		Modules / Units
1	Indian	Companies Act, 2013
	a)	Company and its formation : Definition and Nature of Company, Advantages and Disadvantages of a Company, Lifting of Corporate Veil with cases, Promoters and preliminary contracts(S.92-93), Types of Companies (Meaning and Concepts Only), Chartered Companies Statutory Companies, Registered companies under the Act. OPC (S. 3(1)), Companies limited by shares, Companies Limited by
	b)	guarantee, Private Company, Public Company, Producer Companies (Sec581 A to 581 Z-), Formation of Companies with charitable objects (Sec. 8), Holding Company and Subsidiary company, Small Company (S. 2(85)), Dormant Company (S.455), Documents and procedure for Incorporation of Company, Effect of Incorporation.(S.9) Membership of a company :
		Who can become member, Modes of acquiring membership, Cessation of membership, Rights and Liabilities of members.
	c)	Memorandum of Association and Articles of Association : Meaning, Concept, Clauses, effects of Memorandum and articles, Doctrine of Ultra Vires, Doctrine of Indoor Management, and Doctrine of Constructive Notice.
	d)	Prospectus. Meaning (S.2), When to be issued, When not required, Various kinds of prospectus, Legal framework for issuance of Prospectus, Contents of Prospectus, Private Placements.
	e)	Classification of Directors, Women directors, Independent Director, Small shareholder's director, Disqualification of a director, Director Identification Number, appointment, Legal position, Powers and Duties, Position of director as key Managerial Personnel, Managing Director, manager.
	f)	Meetings : Various types of meeting of shareholders and board, Convening and Conduct of meetings, Postal Ballot, Meetings through Video Conferencing, E-voting.
2	Intelle	ctual Property Rights, Copyrights and trade marks
	a) b)	Intellectual Property rights in India Introduction and Types Patents - Meaning, Salient features of Patent Conditions for an invention to be patented, What is Patentable, What is not patentable? Procedure for Obtaining a Patent, Opposition to Grant of Patent (S. 25, 26), Term of Patent, How does a patent expire?, Remedies available to the Patent
		Owner for Infringement of Patent Rights. Copyrights -Meaning (S. 14) Copy right Board and registration of Copy right (S. 11, S.44-50), Term of Copy right (S. 22-29), What works are protected, rights, Who owns the Rights and Duration, Meaning of Fair use, Infringement of Copy rights and remedies (S. 51-55,57,58,63,64,65). Trade- marks, Meaning - Concept, functions of Trade mark, Types of Trade Marks, Trademarks that cannot be registered, Registration of Trade Mark, Procedure for Registration of TM. Infringement and remedies. Passing off.
		Procedure for Registration of TM, Infringement and remedies, Passing off, Service Marks.

3	Indian Partnership Act, 1932 and Limited Liability Partnership, 2008
	a) Indian Partnership Act, 1932 (Sections,4,5,6,7,8,14 & 39-55) :
	Definition, Essentials, Types of Partnerships and Types of Partners Test of
	partnership, and Sharing of profits is not the real test of partnership
	(Sec6), Partnership deed, and Property of the Firm, b) Reconstitution of Partnership firms, Dissolution of the firm. Limited
	Liability Partnership, 2008 :
	Definitions (S.2), Body Corporate, Business, Partner -Concept, Salient
	features, Nature of LLP (Ss-3-10)Distinction between LLP and partnership,
	and LLP and LLP and Company Extent and limitation of liability of LLP and
	its partners (Ss. 26-31) , Conversion to LLP (Ss. 55-58), Winding up and Dissolution of the LLP (Ss. 63-65)
4	Securities Contract Regulation Act and SEBI
-	
	a) Securities contract Regulation Act 1956
	Terms-Recognition of stock exchange-Listing Agreement-Delisting-Security Appellate Tribunal-Cancellation of recognition- bye laws- types of
	contracts. Securitization & Reconstruction of Financial Assets and
	Enforcement of Security Interest Act(SARFAESI) 2002 : Objectives-Terms-
	process-registration-acquisition-assets reconstruction-takeover
	management-offences and penalties-authorities.
	b) Security Exchange Board of India
	SEBI : Objectives-terms-establishment-powers-functions-accounts and
	audit-penalties-registration.
	Issues of Disclosure Investors Protection Guidelines: Pre & Post
	obligations-conditions for issue-Debt Security-IPO-E-ipo-Employee
	option-right-bonus-preferential allotment- intermediary-operational-
	promoter lock in period requirements-offer document

5. Foundation Course in Financial Markets FC IV – Foreign Exchange Markets

Sr. No.	Modules	No. of Lectures
1	Foreign Exchange Market: An Introduction	15
2	Introduction to Indian Foreign Exchange Market	15
3	Operational Aspects of foreign exchange market and foreign exchange contracts	15
4	Foreign Exchange Arithmetic and Risk Management	15
	Total	60

Sr. No.	Modules / Units	
1	Foreign Exchange Market: An Introduction	
	FOREX trading volume, FOREX trading locations, Details about major traded currencies, Evolution of foreign exchange, Market and Foreign Exchange System Market Participants: Banks and Financial Institutions, Merchants, other customers, speculators and hedgers, Central Bank, Forex dealers and market makers and brokers, FOREX – trading and SWIFT Robots	
2	Introduction to Indian Foreign Exchange Market	
	FOREX market in India: A historical perspective FERA Vs. FEMA, Pre-liberalization Exchange Rate Regime in India and Hawala market, Brief introduction to currency convertibility in current and Capital account.	
3	Operational aspects of foreign exchange market and foreign exchange contracts	
	 a) Floating Rate, Currency Boards &Currency Basket Systems, Brief review on various exchange rate regime, Advantages of free and Fixed Exchange Rate regime, Pros & Cons of managed floating exchange rate regime, Prevalence of Currency Boards Regime, Practice of Currency Basket Regime. b) Foreign Exchange Contracts: Spot and Forward Contracts Cash, Spot trading Trade Date, Settlement PR date Spot trading roll over mechanism. Foreign Exchange Forward contracts, Fixed Maturity Contract, Partially Optional Contract, Fully Optional Contract, Non-Delivery Forward Contracts, Foreign Exchange Futures Contract contract, Different Dimensions of Foreign Exchange Future, Contract specification trading at National Stock Exchange of India. 	
4	Foreign Exchange Arithmetic and Risk Management	
	Types of Exchange Rates Direct Rate, Indirect Rate and Cross Rate Arbitrage- Geographical and triangular Interest Rate- spot Contracts, forward contracts and SWAP Points Risk Management in Foreign Exchange Market- Need and importance of foreign exchange management methods adopted (Spot and forward, arbitrage, cross currency deals, SWAPS, options and futures	

Foundation Course- Contemporary Issues- IV

Sr. No.	Modules	No. of Lectures
1	Significant, Contemporary Rights of Citizens	12
2	Approaches to understanding Ecology	11
3	Science and Technology –II	11
4	Introduction to Competitive Exams	11
	Total	45

Sr. No.	Modules / Units	
1	Significant, Contemporary Rights of Citizens	
	 A. Rights of Consumers-Violations of consumer rights and important provisions of the Consumer Protection Act, 2016; Other important laws to protect consumers; Consumer courts and consumer movements. (3 Lectures) 	
	B. Right to Information- Genesis and relation with transparency and accountability; important provisions of the Right to Information Act, 2005; some success stories.(3 Lectures)	
	C. Protection of Citizens'/Public Interest-Public Interest Litigation, need and procedure to file a PIL; some landmark cases.(3 Lectures)	
	D. Citizens' Charters, Public Service Guarantee Acts. (3 Lectures)	
2	Approaches to understanding Ecology	
	A. Understanding approaches to ecology- Anthropocentrism, Biocentrism and Eco centrism, Ecofeminism and Deep Ecology.(3 Lectures)	
	B. Environmental Principles-1: the sustainability principle; the polluter pays principle; the precautionary principle.(4 Lectures)	
	C. Environmental Principles-2: the equity principle; human rights principles; the participation principle.(4 Lectures)	
3	Science and Technology –II	
	 Part A:Some Significant Modern Technologies, Features and Applications (7 Lectures) i. Laser Technology- Light Amplification by Stimulated Emission of Radiation; use of laser in remote sensing, GIS/GPS mapping, medical use. 	
	ii. Satellite Technology - various uses in satellite navigation systems, GPS, and imprecise climate and weather analyses.	
	iii. Information and Communication Technology - convergence of various technologies like satellite, computer and digital in the information revolution of today's society.	
	iv. Biotechnology and Genetic engineering - applied biology and uses in medicine, pharmaceuticals and agriculture; genetically modified plant, animal and human life.	
	v. Nanotechnology - definition: the study, control and application of phenomena and materials at length scales below 100 nm; uses in medicine, military intelligence and consumer products.	
	Part B:Issues of Control, Access and Misuse of Technology. (4 Lectures)	

Sr. No.	Modules / Units	
4	Introduction to Competitive Exams	
	Part A. Basic information on Competitive Examinations- the pattern, eligibility	
	criteria and local centres:	
	 Examinations conducted for entry into professional courses - Graduate Record Examinations (GRE), Graduate Management Admission Test GMAT), Common Admission Test (CAT) and Scholastic Aptitude Test (SAT). 	
	ii. Examinations conducted for entry into jobs by Union Public Service Commission, Staff Selection Commission (SSC), State Public Service Commissions, Banking and Insurance sectors, and the National and State Eligibility Tests (NET / SET) for entry into teaching profession.	
	Part B. Soft skills required for competitive examinations- (7 Lectures)	
	i. Information on areas tested: Quantitative Ability, Data Interpretation, Verbal Ability and Logical Reasoning, Creativity and Lateral Thinking	
	ii. Motivation: Concept, Theories and Types of Motivation	
	iii. Goal-Setting: Types of Goals, SMART Goals, Stephen Covey's concept of human endowment	
	iv. Time Management: Effective Strategies for Time Management	
	 Writing Skills: Paragraph Writing, Report Writing, Filing an application under the RTI Act, Consumer Grievance Letter. 	

- 1. Asthana, D. K., and Asthana, Meera, *Environmental Problems and Solutions*, S. Chand, New Delhi, 2012.
- 2. Bajpai, Asha, Child Rights in India, Oxford University Press, New Delhi, 2010.
- 3. Bhatnagar Mamta and Bhatnagar Nitin, *Effective Communication and Soft Skills*, Pearson India, New Delhi, 2011.
- 4. G Subba Rao, Writing Skills for Civil Services Examination, Access Publishing, New Delhi, 2014
- 5. Kaushal, Rachana, *Women and Human Rights in India*, Kaveri Books, New Delhi, 2000.
- 6. Mohapatra, Gaur Krishna Das, *Environmental Ecology*, Vikas, Noida, 2008.
- 7. Motilal, Shashi, and Nanda, Bijoy Lakshmi, *Human Rights: Gender and Environment*, Allied Publishers, New Delhi, 2007.
- 8. Murthy, D. B. N., *Disaster Management: Text and Case Studies*, Deep and Deep Publications, New Delhi, 2013.
- 9. Parsuraman, S., and Unnikrishnan, ed., India Disasters Report II, Oxford, New Delhi, 2013
- 10. Reza, B. K., *Disaster Management*, Global Publications, New Delhi, 2010.
- 11. Sathe, Satyaranjan P., Judicial Activism in India, Oxford University Press, New Delhi, 2003.
- 12. Singh, Ashok Kumar, Science and Technology for Civil Service Examination, Tata McGraw Hill, New Delhi, 2012.
- 13. Thorpe, Edgar, General Studies Paper I Volume V, Pearson, New Delhi, 2017.

Projects / Assignments (for Internal Assessment)

- i. Projects/Assignments should be drawn for the component on Internal Assessment from the topics in **Module 1 to Module 4**.
- ii. Students should be given a list of possible topics at least 3 from each Module at the beginning of the semester.
- iii. The Project/Assignment can take the form of Street-Plays / Power-Point Presentations / Poster Exhibitions and similar other modes of presentation appropriate to the topic.
- iv. Students can work in groups of not more than 8 per topic.
- v. Students must submit a hard / soft copy of the Project / Assignment before appearing for the semester end examination.

QUESTION PAPER PATTERN (Semester III)

The Question Paper Pattern for Semester End Examination shall be as follows:

TOTAL MARKS: 75

DURATION: 150 MINUTES

QUESTION NUMBER	DESCRIPTION	MARKS ASSIGNED
1	 i. Question 1 A will be asked on the meaning / definition of concepts / terms from all Modules. ii. Question 1 B will be asked on the topic of the Project / Assignment done by the student during the Semester iii. In all 8 Questions will be asked out of which 5 have to be attempted 	 a) Total marks: 15 b) For 1 A, there will be 3 marks for each sub-question. c) For 1 B there will be 15 marks without any break-up.
2	have to be attempted. Descriptive Question with internal option (A or B) on Module 1	15
3	Descriptive Question with internal option (A or B) on Module 2	15
4	Descriptive Question with internal option (A or B) on Module 3	15
5	Descriptive Question with internal option (A or B) on Module 4	15

5. Foundation Course - NSS IV

Sr. No.	Modules	No of Lectures
1	Entrepreneurship Development	10
2	Rural Resource Mobilization	10
3	Ideal village & stake of GOS and NGO	13
4	Institutional Social Responsibility and modes of Awareness	12
	Total	45

Sr. No.	Modules / Units	
1	Entrepreneurship Development	
	UNIT - I Entrepreneurship development	
	Entrepreneurship development- its meaning and schemes	
	Government and self-employment schemes for Entrepreneurship development	
	UNIT - II - Cottage Industry	
	Cottage Industry- its meaning, its role in development process	
	Marketing of cottage products and outlets	
2	Rural Resource Mobilization	
	UNIT - I - Rural resource mobilization-	
	A case study of eco-village, eco-tourism, agro-tourism	
	UNIT - II - Micro financing with special reference to self-help groups	
3	Ideal village & stake of GOS and NGO	
	UNIT - I - Ideal village	
	Ideal village- the concept	
	Gandhian Concept of Ideal village	
	Case studies on Ideal village	
	UNIT - II - Government Organisations(GOs) and Non-Government	
	Organisations (NGOs)	
	The concept and functioning	
4	Institutional Social Responsibility and modes of Awareness	
	UNIT - I - Institutional Social Responsibilities	
	Concept and functioning- case study of adapted village	
	UNIT - II - Modes of awareness through fine Arts Skills	
	Basics of performing Arts as tool for social awareness, street play, creative dance,	
	patriotic song, folk songs and folk dance. Rangoli, posters, flip charts, placards,	
	etc.	

5.Foundation Course - NCC- IV

Sr. No.	Modules	No of Lectures
1	Disaster Management, Social Awareness and Community Development	10
2	Health and Hygiene	10
3	Drill with Arms	05
4	Weapon Training	10
5	Specialized Subject: Army Or Navy Or Air	10
	Total	45

Sr. No.	Modules / Units		
1	Disaster Management, Social Awareness and Community Development		
	Disaster Management:		
	 Desired outcome: The student shall gain basic information about civil defence organisation / NDMA & shall provide assistance to civil administration in various types of emergencies during natural / manmade disasters Fire Services & Fire fighting Assistance during Natural / Other Calamities: Flood / Cyclone/ Earth Quake/ Accident etc. Social Awareness and Community Development: 		
	Desired outcome: The student shall have an understanding about social evils and shall inculcate sense of whistle blowing against such evils and ways to eradicate such evils.		
	 NGOs: Role & Contribution Drug Abuse & Trafficking Corruption 		
	 Social Evil viz. Dowry/ Female Foeticide/Child Abuse & trafficking etc. Traffic Control Org. & Anti drunken Driving 		
2	Health and Hygiene		
	 Desired outcome: The student shall be fully aware about personal health and hygiene lead a healthy life style and foster habits of restraint and self awareness. Hygiene and Sanitation (Personal and Food Hygiene) Basics of Home Nursing & First-Aid in common medical emergencies 		
	Wound & Fractures		
3	Drill with Arms		
	Desired outcome : The students will demonstrate the sense of discipline, improve bearing, smartness, and turnout, and develop the quality of immediate and implicit obedience of orders, with good reflexes.		
	 Getting on Parade with Rifle and Dressing at the Order Dismissing and Falling Out General Salute, Salami Shastra Squad Drill 		
	 Short/Long tail from the order and vice-versa 		
4	Examine Arms Weapon Training		
	Desired outcome: The student shall have basic knowledge of weapons and their use and handling.		
	The lying position, Holding and Aiming- I		
	 Trigger control and firing a shot Range procedure and safety precautions 		

	Theory of Group and Snap Shooting	
5	Short range firing, Aiming- II -Alteration of sight Specialized Subject: Army Or Navy Or Air	
5		
	Army	
	Desired outcome: The training shall instill patriotism, commitment and passion to	
	serve the nation motivating the youth to join the defence forces.	
	It will also acquaint, expose & provide basic knowledge about armed, naval and	
	air-force subjects	
	A. Map reading	
	 Setting a Map, finding North and own position Map to ground, Ground to Map 	
	 Point to Point March 	
	B. Field Craft and Battle Craft	
	Observation, Camouflage and Concealment	
	 Field Signals Types of Knots and Lashing 	
	C. Introduction to advanced weapons and role of technology (To be covered by	
	the guest lecturers)	
	OR	
	Navy	
	A. Naval Communication	
	Semaphore	
	 Phonetic Alphabets Dedie Talenhaus Presedure 	
	 Radio Telephony Procedure Wearing of National Flag, Ensign and Admiral's Flag. 	
	B. Seamanship	
	Anchor work	
	 Types of Anchor, Purpose and Holding ground 	
	 Boat work Demonstrate Bigging a whaler and enterprise heat. Parts of Sail and 	
	 Demonstrate Rigging a whaler and enterprise boat- Parts of Sail and Sailing Terms 	
	 Instructions in Enterprise Class Board including theory of Sailing, 	
	Elementary Sailing Tools	
	 Types of Power Boats Used in the Navy and their uses, Knowledge of 	
	Anchoring, Securing and Towing a Boat C. Introduction to advanced weapons and role of technology (To be covered by	
	the guest lecturers)	

Sr. No.	Modules / Units
	OR
	C/A
	Air
	A. Air frames
	Fuselage
	Main and Tail Plain
	B. Instruments
	 Introduction to RADAR
	C. Aero modelling
	• Flying/ Building of Aero models
	D. Introduction to advanced weapons and role of technology (To be covered by
	the guest lecturers)

Revised Syllabus of Courses of B.Com. (Financial Markets) Programme at Semester IV

with Effect from the Academic Year 2017-2018

5. Foundation Course Physical Education- IV

Sr. No.	Modules	No of Lectures
1	Stress Management	10
2	Awards, Scholarship & Government Schemes	10
3	Yoga Education	10
4	Exercise Scheduling/Prescription	15
	Total	45

Sr. No.	Modules / Units
1	Stress Management
	Meaning & concept of Stress
	Causes of Stress
	Managing Stress
	Coping Strategies
2	Awards, Scholarship & Government Schemes
	State & National level Sports Awards
	State Sports Policy & Scholarship Schemes
	National Sports Policy & Scholarship Schemes
	Prominent Sports Personalities
3	Yoga Education
	Differences between Yogic Exercises & non- Yogic exercises
	Contribution of Yoga to Sports
	Principles of Asanas & Bandha
	Misconceptions about Yoga
4	Exercise Scheduling/Prescription
	Daily Routine Prescription.
	Understanding Activity level & Calorie requirement.
	Adherence & Motivation for exercise.
	Impact of Lifestyle on Health

Revised Syllabus of Courses of B.Com. (Financial Markets) Programme at Semester IV

with Effect from the Academic Year 2017-2018

6. Corporate Finance

Sr. No.	Modules	No. of Lectures
1	Corporate Finance- an overview	15
2	Planning the Corporate Financial Activities	15
3	Capital Structure	15
4	Sources and Methods of raising Corporate Finance	15
	Total	60

Sr. No.	Modules / Units
1	Corporate Finance- an overview
	Function of Finance in a business enterprise Emergence of corporate finance as an integral part of business finance Need for professional approach in managing corporate finance Role and functions of a Corporate Financial Manager Requirements of an efficient Corporate Financial Manager
2	Planning the corporate Financial Activities
	Theories of Capitalisation Owned Capital and borrowed Capital- Cost of Capital Break even analysis
3	Capital Structure
	Meaning and Definition of Capital structure Factors affecting Capital structure- trading on equity Watered Capital, over capitalization and under capitalization NPV, IRR, DCF analysis and pay back period
4	Sources and Methods of Raising Corporate Finance
	Types and features of corporate securities currently available Management of new issues including pricing of securities Role of commercial banks and investment banks in financing the corporate sector Leasing a s method of corporate finance

7. Business Economics -2

Module No.	Title	No.of Lecture
1	Introduction to Macroeconomics	15
2	Money, Inflation and Monetary Policy	15
3.	Constituents of Fiscal Policy	15
4	Open Economy : Theory and Issues of International Trade	15
	Total no. of lectures	60

Sr.		Modules / Units		
1		INTRODUCTION TO MACRO ECONOMICS		
	•	Macroeconomics: Meaning, Scope and Importance.		
	•	Circular flow of aggregate income and expenditure: closed and open economy models		
	•	The Measurement of national product: Meaning and Importance - conventional and		
		Green GNP and NNP concepts - Relationship between National Income and Economic		
		Welfare.		
	•	Short run economic fluctuations : Features and Phases of Trade Cycles		
	•	The Keynesian Principle of Effective Demand: Aggregate Demand and Aggregate		
		Supply - Consumption Function - Investment function - effects of Investment Multiplier		
		on Changes in Income and Output		
2		MONEY, INFLATION AND MONETARY POLICY		
	•	Money Supply: Determinants of Money Supply - Factors influencing Velocity of		
		Circulation of Money		
	•	Demand for Money : Classical and Keynesian approaches and Keynes' liquidity		
		preference theory of interest		
	•	Money and prices : Quantity theory of money - Fisher's equation of exchange -		
		Cambridge cash balance approach		
	•	Inflation: Demand Pull Inflation and Cost Push Inflation - Effects of Inflation- Nature of		
		inflation in a developing economy.		
	•	Monetary policy : Meaning, objectives and instruments, inflation targeting		
3		CONSTITUENTS OF FISCAL POLICY		
	•	Role of a Government to provide Public goods- Principles of Sound and Functional		
		Finance		
	•	Fiscal Policy: Meaning, Objectives - Contra cyclical Fiscal Policy and Discretionary		
		Fiscal Policy		
	•	Instruments of Fiscal policy : Canons of taxation - Factors influencing incidence of		
		taxation - Effects of taxation - Significance of Public Expenditure - Low Income Support		
		and Social Insurance Programmes - Public Debt - Types, Public Debt and Fiscal		
		Solvency, Burden of debt finance		
	•	Union budget -Structure- Deficit concepts-Fiscal Responsibility and Budget Management		
		Act.		

4 OPEN ECONOMY : THEORY AND ISSUES OF INTERNATIONAL TRADE

- The basis of international trade : Ricardo's Theory of comparative cost advantage The Heckscher Ohlin theory of factor endowments terms of trade meaning and types Factors determining terms of trade Gains from trade Free trade versus protection
- Foreign Investment : Foreign Portfolio investment- Benefits of Portfolio capital flows-Foreign Direct Investment - Merits of Foreign Direct Investment - Role of Multinational corporations
- **Balance of Payments:** Structure Types of Disequilibrium Measures to correct disequilibrium in BOP.
- Foreign Exchange rate : Spot and Forward rate of Exchange Hedging, Speculation and Arbitrage -Fixed and Flexible exchange rates- Managed flexibility

Question Paper Pattern (Practical Courses)

Maximum Marks: 75

Questions to be set: 05

Duration: 2 1/2 Hrs.

All Questions are Compulsory Carrying 15 Marks each.

Question No	Particular	Marks
INO		
Q-1	Objective Questions	15 Marks
	A. Sub Questions to be asked 10 and to be answered any 08	
	B. Sub Questions to be asked 10 and to be answered any 07	
	(*Multiple choice / True or False / Match the columns/Fill in the blanks)	
Q-2	Full Length Practical Question	15 Marks
	OR	
Q-2	Full Length Practical Question	15 Marks
Q-3	Full Length Practical Question	15 Marks
	OR	
Q-3	Full Length Practical Question	15 Marks
Q-4	Full Length Practical Question	15 Marks
	OR	
Q-4	Full Length Practical Question	15 Marks
Q-5	A) Theory questions	08 Marks
	B) Theory questions	07 Marks
	OR	
Q-5	Short Notes	15 Marks
	To be asked 05	
	To be answered 03	

Note:

Practical question of 15 marks may be divided into two sub questions of 7/8 and 10/5Marks. If the topic demands, instead of practical questions, appropriate theory question may be asked.

Question Paper Pattern

(Theoretical Courses)

Maximum Marks: 75

Questions to be set: 05

Duration: 2 1/2 Hrs.

All Questions are Compulsory Carrying 15 Marks each.

Question No	Particular	Marks
Q-1	Objective Questions A) Sub Questions to be asked 10 and to be answered any 08 B) Sub Questions to be asked 10 and to be answered any 07 (*Multiple choice / True or False / Match the columns/Fill in the blanks)	15 Marks
Q-2	Full Length Question OR	15 Marks
Q-2	Full Length Question	15 Marks
Q-3	Full Length Question OR	15 Marks
Q-3	Full Length Question	15 Marks
Q-4	Full Length Question OR	15 Marks
Q-4	Full Length Question	15 Marks
Q-5	A) Theory questionsB) Theory questionsOR	08 Marks 07 Marks
Q-5	Short Notes To be asked 05 To be answered 03	15 Marks

Note:

Theory question of 15 marks may be divided into two sub questions of 7/8 and 10/5Marks.

QUESTION PAPER PATTERN

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Business Economics Semester IV

Maximum Marks: 75 Marks

Time: 2:30 Hours

Note: 1) Attempt all Questions

2) All Questions carry equal marks

	Particulars	Marks
uestion		
Q-1 (from Module I)	Answer any two A) Full Length Question B) Full Length Question C) Full Length Question	15Marks
Q-2 (from Module II)	Answer any two A) Full Length Question B) Full Length Question C) Full Length Question	15Marks
Q-3 (from Module III)	Answer any twoA) Full Length QuestionB) Full Length QuestionC) Full Length Question	15Marks
Q-4 (from Module IV)	Answer any two A) Full Length Question B) Full Length Question C) Full Length Question	15Marks
Q-5 (from Module I- IV)	Objective Question A)Conceptual questions (any Four out of six questions) B)Multiple Choice Questions (seven questions at least one from each module)	15Marks (8) (7)

Revised Syllabus of Courses of B.Com.(Financial Markets) Programme at Semester III and IV with effect from the Academic Year 2017-2018 <u>Reference Books</u>

Debt Markets

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- Suryanarayan, (2002), Debt Market, ICFAI Publication Press.
- Fabozzi, Frank, (2004), Fixed Income Analysis Workbook, 2nd edition, John Wiley & Sons
- Shah, Ajay, Thomas, Sushan and Gorham, Michael, (2008), Indian Financial Markets, Elsevier, USA
- FIMMDA-NSE Debt Market (Basic) Module, Workbook from NSE.
- Dun and Bradstreet, (2008), Fixed Income Securities, Tata McGraw Hill.

Equity Markets

- 1. Equity Markets in India- Shveta singh & P K Jain
- 2. Equity and Debt Markets- Hardeep Kaur
- 3. An Introduction to Equity Markets- David Dasey

Commodity Markets/ Commodity Derivatives

- o Commodities Market Module, Workbook from NSE
- o Chatnani, (2010), Commodity Markets, 1st edition, Tata McGraw Hill.
- Kleinman, George, (2001), Commodity Futures & Options, 2nd (revised, illustrated edition), Prentice Hall.
- o Stephens, John. (2001), Managing Commodity Risk, John Wiley & Sons.
- Indian Institute of Banking & Finance, (2007), Commodity Derivatives, Macmillan India Ltd

Portfolio Management

- Security Analysis and Portfolio Management, Prasanna Chandra, Tata McGraw Hill
- Security Analysis and Portfolio Management, Ravi Kishor, Taxman Publishers
- Financial Management, Khan & Jain, Tata McGraw Hill
- Fundamentals of Investment Management, Hirt and Block, Tata McGraw Hill. Ed 2009.
- Portfolio Management Handbook, Robert A. Strong, Jaico Publishing House, Mumbai
- Portfolio Management : A Strategic approach, Ginger Levin, John Wyzalek: CRC Press
- Modern Portfolio Theory and Investment Analysis: Edwin J Elton, Martin Gruber : Wiley

Treasury Management

- Treasury Management in India; V.A. Avadhani: Himalaya Publishing House.
- Treasury Management; Hudson Robert
- Treasury Management: the Practitioner's guide: Steven M Bragg
- Treasury Fundamentals: Antonio Morelli
- The Handbook of Global Corporate Treasury: Rajiv Rajendra

Money Markets

- Money Market Operations in India- A K Sengupta
- The Indian Money Market- Krishna Kumar sharma
- Stiguam's Money Market- Marcia Stigum
- CNBC Guide to Money and Markets

Business Law

- Indian Contract Act , Sale of Goods Act and Partnership Act Desai T R S C Sarkar and sons
- The Negotiable Instruments Act Khergamwala J S N M Tripathy
- The Principles of Mercantile Law Singh Avtar Eastern Books Co.
- T P Ghosh on Companies Act 2013: T P Ghosh: Taxmann
- E Book by ICAI on Companies Act 2013
- E Book by Institute of Company Secretaries of India
- Intellectual Property Rights in India: Dr V K Ahuja: Wadhwa Book Company
- SEBI Manual by Taxmann
- SEBI Act : Sumit Agarwal and Robin Joseph Baby: Taxmann
- Securities Contract Regulation Act and Rules
- Practical Guide to Limited Liability Partnership : P L Subramanian : Snow white Publication
- Text book on Indian Partnership Act with Limited Liability Partnership Act Dr Madhusudan Saharay : Universal Law Publishing Company

Management accounting

- Cost Management by Saxena & Vashist
- Cost & Management Accounting by Ravi N.Kishor ,Publication Taxmonth
- Essential of Management Accounting by P.N.Reddy, Himalaye
- Advanced Management Accounting by Robert S Kailar, Holl
- Financial Of Management Accounting by S.R.Varshney, Wisdom
- Introduction of Management Accounting by Charbs T Horngram, PHI Learnng
- Management Accounting by I.m.Pandey, Vikas
- Cost & Management Accounting by D.K.Mattal,Galgotia
- Management Accounting by Khan & Jain, Tata Megaw
- Management Accounting by R.P.Rastogi

Corporate Finance

- Prasanna Chandra: Financial Management (TMH),
- I. M. Pandey Financial Management (Vikas),
- M. Y. Khan 7 P. K. Jain Financial Management (TMH),
- Brigham & Houston Fundamentals of Financial Mgmt., Thomson Cengage Learning
- Fundamentals of Financial Management Vanhorns & Bhandari- Pearson evaluation.
- Contemporary Financial Management Kothari & Dutta Machanilan India Ltd.
- Financial Markets & Institution Guruswamy Thomson / Cengage Learining
- Stephen A. Ross, Wester FIELD, Jordan Fundamentals of Corporate Finance (Mac Graw Hill)
- Vanhorne & Wachowicz, Fundamentals of Financial Management Pearson
- Damodaran, Corporate Finance John Wiley & Co.

Foreign Exchange Markets

- Foreign Exchange Market- Dun and Bradstreet
- International Financial Markets and Foreign Exhange- Shashi K Gupta and Parneet Ranjgi
- A Foreign Exchange Primer: Shani Shamah: Wiley
- Understanding the Foreign Exchange Markets: M R Prashant/Pawan Kumar Avadhanam/Jayaditya Sharma Korada:LAP Lambers Academic Publishers
- Foreign Exchange: A Practical guide to FX Markets: Weithers Timothy M Weithers: Wiley

Merchant Banking

- A Manual of Merchant Banking: J.C.Verma : Bharath Publishing House, New Delhi,
- Merchant Banking: H R Machiraju : New Age International Publishers
- Merchant Banking and Financial services : Madhu Vij and Swati Dhavan: Tata Mc Graw Hill
- Merchant Banking and Financial Services: S Guruswamy: Tata McGraw Hill

Personal Financial Planning

- The only Financial Planning Book that you will ever need: Amar Pandit: TV 18 Broadcast Ltd (CNBC TV18)
- 2. How to be your own financial planner: Manish Chauhan : TV 18 Broadcast Ltd (CNBC TV18)
- 3. Value Investing and Behavioral Finance : Parag Parikh:Mcgraw Hills Education

- 4. Publications by Financial Planning Standard Board
- 5. E Book by The Financial Planners' Guild India

Computer Skills -2

Fundamentals of Computers – Rajaram V – Prentice Hall

Computer today (3rd edition) – Sanders, Donald H – McGraw Hill Computers and Common sense – Hunt, Roger and Shelly John – Prentice Hall

Computers - Subramaniam N - Wheeler

Introduction to Computers - Xavier C. - New Age

Computer in Business - Sanders D - McGraw Hill

Computers and Information Management - S C Bhatnagar & V Ramant - Prentice Hall

Internet for Business – Brummer, Lavrej – Cambridge

E-mail for Everyone - Leon Alexis & leon - Methews

Reference Books—NCC

- Cadet's Hand book Common subject..all wings, BY DG NCC, New Delhi.
- Cadet's Hand book Specialised Subjects, Army, Navy, Air-force, BY DG NCC, New Delhi.
- NCC OTA Precise, BY DG NCC, New Delhi.
- "AVAN" Model of Disaster Mang., Vinayak Dalvie, Proceedings of Int. Conf. on Urban Plan. and Env Strat & Challenges, Elphinstone College, Jan 2007.
- Humanistic Tradition of India, N.L.Gupta, Mohit Publication, New Delhi
- Social psychology, Baron & Byrne, Pearson Publication, 12th Edition self awareness know yourself / insight (110) Group & Individuals (374) Group discussion
- Chanakya's 7 Secrets of Leadership, Radhakrishanan Pillai and D.Shivnandhan, Jaico
- Social Psychology: Understanding Human Interaction, Baron, Robert A., (302/BAR/BYR),7th Edition
- Seven Habits of Highly Effective People., Covey , Stephen
- The Habit of Winning., Iyer , Prakash, Penguin , India ; 2011
- The Goal, Goldratt , Eliyahu, The Northriver press ; 1994
- Freedom Struggle, Chandra Bipin, National Book Trust 1972
- Freedom of Religion and The Indian Judiciary, Bachal V.M., Shubhada Saraswat, (362P)
- India 1996- A Reference Annual Govt. of India
- Saha Soneri Pane, Vinayak D. Savarkar
- Environmental Biology and Toxicology, P.D. Sharma., Rastogi Publication
- Environmental Science, S.C. Santra, New Central Book Agency
- National Cadet Corps (India), Lambert M. Surhone, Mariam T. Tennoe, Susan F. Henssonow, Betascript Publishing, 2011
- National Cadet Corps, Youth in Action (Google eBook), National Cadet Corps (India), Lancer Publishers, 2003
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- National Cadet Corps of India, Man Mohan Sharma, Vision Books, 1980 Original from the University of Michigan
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- The NCC, Singapore, National Cadet Corps Council, National Cadet Corps Council
- Grooming Tomorrow's Leaders: National Cadet Corps, 1917-2006, R.S. Chhettri, Lancer Publishers, 2006
- National Civil Defence Cadet Corps, Lambert M. Surhone, Mariam T. Tennoe, Susan F. Henssonow, Betascript Publishing, 2011
- Discovery of India, Jawaharlal Nehru
- Health and Hygiene, Manoj. J.S., Agra University PublicationYoga for Healing, Venkateswaran P.S., Bombay:- Jaico Publishing House 1989
- Yoga Illustrated, New Delhi, Ministry of Information and Broadcasting, 1995
- Yoga Practice, 1972, Shivnande Swami, Mumbai:- D.B. Taraporewala 1972
- Yoga of Patanjali-1979, Yardi M.R., Bhandarkar Oriental Research Institute- 1974
- Sustainable Development (An Alternative Paradigm), Satpathy , N., Karnavati Publications , Ahmedabad
- Global Partners for Sustainable Development, Pachauri R.K & Srivastava L., Tata Energy Research Institute, New Delhi ; 1994, 1998
- Ecology and the Politics of survival : Conflict over Natural Resources in India, Shiva , Vandana, Sage Publications , California , 1991

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- National Service Scheme Manual (Revised) 2006, Government of India, Ministry of Youth Affairs and Sports, New Delhi.
- University of Mumbai National Service Scheme Manual 2009.
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- Rashtriya Seva Yojana Sankalpana Prof. Dr. Sankay Chakane, Dr. Pramod\Pabrekar, Diamond Publication, Pune
- National Service Scheme Manual for NSS District Coordinators, National Service Scheme Cell, Dept. of Higher and Technical Education, Mantralaya,
- Annual report of National Service Scheme (NSS) published by Dept. of Higher and Technical Education, Mantralaya,
- NSS Cell, Dept. of Higher and Technical Education, Mantralaya, UTKARSHA- Socio and cultural guidelines
- Case material as a Training Aid for Field Workers, Gurmeet Hans.
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- Training Manual for Field Work published by RGNIYD, Chreeperumbudur
- Prof. Ghatole R.N. Rural Social Science and Community Development.
- Purushottam Sheth, Dr. Shailaja Mane, National Service Scheme
- Joint programme of National Service Scheme, University of Mumbai & DISHA -DEEPSHIKHA Projects, Nair Hospital, 2011-12
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- http://www.thebetterindia.com/140/national-service-scheme-nss/
- http://en.wikipedia.org/wiki/national-service-scheme 19=http://nss.nic.in/adminstruct
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