



**MASTER OF COMMERCE- FIRST SEMESTER (Insurance & Banking)  
101 – BUSINESS ENVIRONMENT**

Class Hours: 5 ppw  
Credits: 5

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- Unit-I:** Business Environment – significance – Types of Environment – Internal and External Environment – Micro and Macro Environment – Environmental Analysis Stages – Approaches – Techniques of Environmental Analysis – Steps – Types and Techniques of Environmental forecasting – Benefits and limitations.
- Unit-II:** Economic Environment – Economic System – Capitalism – Communism and Mixed Economy – Economic Reforms – Economic Policies – Industrial Policies – Trade policies – Fiscal and Monetary Policies – Economic Development and Role of Government – Technological Environment – features – Impact – Technology transfer.
- Unit-III:** Politico – Legal Environment – Political Institutions – Legislative – Executive and judiciary – Constitution of India – Fundamental rights – Directive Principles of State policy – Business Responsibilities to Government – Government responsibilities to business – Legal framework of Business- Regulatory Institutions- TRAI-SEBI-IRDA- Electricity Regulatory Agencies- Central Electricity Regulatory Commission-Telangana State Electricity Regulatory Commission (TSERC) .
- Unit-IV:** Socio-Cultural Environment – Business and Society – Objectives of Business – Social Responsibilities of Business – Business and culture – Cultural dimensions – Social audit – Nature – Evolution – benefits – Social Audit in India – Business Ethics – Nature Sources – Managing Ethics – Corporate Governance – Nature and Mechanism.
- Unit-V:** Global Environment – Globalisation – Meaning and Dimensions –Stages – Drivers and effects of Globalisation – Players in Global Business – Benefits and problems of MNCs – Challenges of global Business – WTO and India – Foreign Direct Investment – (FDI) Foreign Institutional Investors (FIIS).

**Suggested Readings**

1. Francis Cherunilam, **Business Environment Text and Cases**, Himalaya Publishing House, Text and Cases, Himalaya Publishing House, 2014.
2. Aswathappa K, **Essentials of Business Environment**, Himalaya Publishing House, 2014.

**References**

1. Faisal Ahmed and Absar Alam.M, **Business Environment: Indian and Global Perspective**, Prentice Hall of India, 2014.
2. Veena Keshav Pailwar, **Business Environment**, Prentice Hall of India Private Limited, 2014.
3. Justin Paul, **Business Environment: Text and Cases**, Tata McGraw-Hill Publishing Company Limited, 2008.
4. Sukumar Nandi, **International Business Environment**, McGraw-Hill Education Company Limited, 2010.
5. Fernando A.C, **Business Environment**, Dorling Kindersley India Pvt. Ltd, 2011.
6. Ian Worthington and Chris Britton, **The Business Environment**, Pearson Education Limited, 2014.



MASTER OF COMMERCE- FIRST SEMESTER (Insurance & Banking)  
102 - MANAGERIAL ECONOMICS

Class Hours: 5 ppw  
Credits: 5

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- Unit-I:** Introduction to Managerial Economics – Nature – Scope – Applications of Micro Economics and Macro Economics – Need and Significance – Theory of firm - Business objectives of Organization
- Unit-II:** Demand and Supply Analysis – Concepts – Determinants of Demand – Law of Demand- Elasticity of Demand – Price Elasticity of Demand- Income Elasticity of Demand-Cross Elasticity of Demand- Supply function – Law of Supply – Exceptions to the Law of Supply – Demand forecasting – Objectives and methods
- Unit-III:** Production and Cost functions – Cobb Douglas Production function – Isoquants – Isocosts – Production Equilibrium – Returns to Scale – Cost function – Behaviour of costs in Short run and Long run – Economies and Diseconomies of Scale
- Unit-IV:** Structure of Competition – Price and Output decisions in Perfect Competition – Monopoly – Monopolistic Competition – Oligopoly – Barriers to Entry – Pricing – Dual Pricing – Discriminatory Price – Pricing methods and Strategies.
- Unit-V:** Concept of Industry – Plant – Firm - Industry – Factors influencing size of firm – Optimum firm – Location and size decisions – Measurement of Efficiency – Productivity – Profit-Policy – Planning- Controlling and Forecasting

**Suggested Readings**

1. Mote V.L., Paul Samuel, Gupta G.S., **Managerial Economics – Concepts and Cases**, Tata McGraw Hill Publishing Company Limited, 2013.
2. Varshney R.L., Maheshwari K.L., **Managerial Economics**, Sultan Chand and Sons, 2014.

**References**

1. Mehta P.L., **Managerial Economics**, Sultan Chand & Sons (P) Limited, 2007.
2. Joel Dean, **Managerial Economics**, Prentice-Hall of India Pvt. Limited, 2010.
3. Mithani, D.M., **Managerial Economics**, Himalaya Publishing House Pvt. Limited, 2010.
4. Robinson E.A.G., **Structure of Competitive Industry**, NISBET & Co. Limited, 1958.
5. Justin Paul, Leena Kaushal and Sebastian VJ., **Managerial Economics**, Cengage Learning India, 2012.
6. Christopher R.Thomas and Charles Maurice.S., **Managerial Economics**, McGraw Hill Education (India) Private Limited, 2014.

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MASTER OF COMMERCE- FIRST SEMESTER ((Insurance & Banking)  
103 – CORPORATE FINANCIAL ACCOUNTING

Class Hours : 5 ppw  
Credits: 5

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- Unit-I:** Company Accounts – Legal provisions relating to Company Accounts – Profit and Loss Account – Balance Sheet – Valuation of Shares and Goodwill – Methods (simple problems)
- Unit-II:** Accounting for Mergers and Amalgamations – Types of Restructuring – Nature of Merger and Amalgamation- Purchase Consideration – Exchange Ratio- Minimum and Maximum Exchange Ratio-Intrinsic Value of Share-Accounting Entries in the Books of Transferring Company- Accounting in the Books of Transferee Company- Pooling of Interest method – The Purchasing Method (simple problems)
- Unit-III:** Inflation Accounting – Meaning – Need – Scope – Approaches – Current Cost Accounting – Current Purchasing Power (simple problems)
- Unit-IV:** Investment Accounting – Meaning – Need – Investment Transactions – Ex-dividend – Cum – Dividend – Treatment of Interest and Dividend – Lease Accounting-Disclosure- Journal Entries- Schedule of Payment – Sale and Lease back Transactions (Simple problems)
- Unit-V:** Accounting of Public utilities – Nature – Significance – Public utility Accounts — Fund Accounting- Double Accounting – Accounting of Electricity Undertakings including Distribution of Surplus (Simple Problems) – Human Resource Accounting – Approaches.

**Suggested Readings**

1. Gupta R.L. and Radhaswamy M., **Advanced Accountancy**, Sultan Chand and Sons, 2014.
2. Jain SP. And Narang KL, **Advanced Accountancy**, Kalyani Publishers, 2013.

**References**

1. John Gabriel S., and Marcus A., **Financial Accounting**, Tata McGraw Hill Education Private Limited, 2010.
2. Bhattacharyya S.K., and John Dearden, **Accounting For Management: Text and Cases**, Vikas Publishing House Private Limited, 2009.
3. Shukla M.C., Grewal T.S., and Gupta S.C., **Advanced Accounts**, Sultan Chand Limited, 2006.
4. Narayana Swamy R., **Financial Accounting – A Managerial perspective**, PHI Learning Private Limited, 2014.
5. Mukherjee A., and Hanif M., **Corporate Accounting**, Tata McGraw-Hill Publishing Company Limited, 2006.
6. Rajasekaran V. and Lalitha R., **Financial Accounting**, Pearson Education, 2011.
7. Mukherjee A and Hanif M., **Financial Accounting**, Mc Graw Hill Pvt Ltd 2012

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MASTER OF COMMERCE- FIRST SEMESTER ((Insurance & Banking)  
104 – FINANCIAL MANAGEMENT

Class Hours : 5ppw  
Credits: 5

- UNIT-I: INTRODUCTION:** Finance Function – Concept, Classification, Scope, Goals and Functions of Finance, Risk-Return – Trade-off; **Forms of Business Organization** –Tax Environment, Financial Environment and Financial Regulation; **Time Value of Money** – Concept, Time Preference for Money, Present Values, Future Values and their Computation.
- UNIT-II: FINANCING DECISION: Capital Structure** – Concept, Source of Long Term Capital and their relative merits and demerits, Optimum Capital Structure, and Determinants of Capital Structure; **Cost of Capital** – Definition, Concepts of Cost, and Measurement of Specific Costs of Capital and Firm’s Weighted Average Cost of Capital; **Capital Structure and Firm’s Value** – Net Income Approach, Net Operating Income Approach, Traditional Position, Modigliani and Miller Position, and Taxation and Capital Structure; **Capital Structure Decision** - Leverage Analysis: Concepts of Operating and Financial Leverage and EBIT – EPS Analysis (Simple Problems).
- UNIT-III: INVESTMENT DECISION: Capital Budgeting Decision** – Meaning, Characteristics, Process and Significance; **Estimation of Cash Flows** – Elements of Cash Flow Stream and Basic Principles of their Estimation **Methods of Evaluating Alternative Investment Projects** – Payback Period, Adjusted Payback Period, Accounting Rate of Return, Net Present Value, Internal Rate of Return and Modified Internal Rate of Return, and Benefit-Cost Ratio(Simple Problems), Capital Rationing and Capital Budgeting; Inflation and Capital Budgeting.
- UNIT-IV: DIVIDEND DECISION: Dividend Policy and Firm’s Value** – Models in which Investment and Dividend Decisions are related- Walter and Gordon’s Models, Traditional Position, Miller and Modigliani Model(Simple Problems) - Financial Signaling; **Dividend Decision** – Types of Dividend, Stock Dividend, Stock-Splits, Bonus Shares, Share Repurchase and Managerial Considerations in Dividend Policy Formulation.
- UNIT-V: WORKING CAPITAL MANAGEMENT: Working Capital Decision** – Concept, Characteristics, Components, Operating Cycle, Cash Cycle, Determinants of Working Capital, and Estimation of Working Capital (Simple Problems); **Cash and Liquidity Management** – Objectives, Cash Budgeting – Cash Collection and Disbursement – Optimum Cash Balance, and Investment of Surplus Funds; **Credit Management** – Credit terms – **Credit** Policy Variables, Credit Evaluation and Granting Decision, and Control of Receivables; **Inventory Management** - Need, Objectives, Order Quantity, Monitoring and Control of Inventories; **Working Capital Financing** – Sources and Financing Strategies.

**Suggested Readings:**

1. Prasanna Chandra., **Financial Management- Theory and Practice**, Tata Mc Graw Hill Education (India) Private Limited, Eighth Edition, 2008.
2. Van Horne, James C., and Wachowicz John M. Jr., **Financial Management and Policy**, Pearson Education Inc., 2012.

**References:**

1. Brigham., and Ehrhardt, **Financial Management: Theory & Practice**, Cengage Learning, 2014.
2. Shashi K.Gupta, **Financial Management: Theory and Practice**, Kalyani Publishers, 1996.
3. Srivastava R.M., **Financial Management: Management and Policy**, Himalaya Publishing House, 2003.
4. Khan M.Y., and Jain P.K., **Financial Management**, Tata McGraw-Hill Education, 2007.
5. Pandey I.M., **Essentials of Financial Management**, Vikas Publishing House, 2014.
6. Hampton, John J., **Financial Decision making: Concepts, Problems and Cases**, Prentice Hall of India Learning, 2012



**MASTER OF COMMERCE- FIRST SEMESTER ((Insurance & Banking)  
105 – COMPUTER APPLICATION IN BUSINESS**

Theory – 3 PPW

Lab: 2 PPW

One Period Lab means 2 hours of Lab Session

Credits= 5

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- UNIT – I** Computer Hardware, Software and Systems: Computer System: Characteristics of computers CPU – Input-Output Devices – Memory: Types – Storage: Files – Access Modes – Data Processing and Retrieval Systems. Software: Types – Computer languages – Salient features – Assemblers – Compilers – Translators. Applications of Computers in Business.
- UNIT – II** Data Communication and Networking: Data Communication: Concepts – Systems – Procedures – Methods – Media & Channels – Tools – Telecommunication. Networks: Components – Topologies – Communication with Networks – Network Operating Systems – EDI – Email – Internet – intranet – Web Technologies – TCP/IP, FTP, SMTP – Multimedia – CD Technologies.
- UNIT – III** Operating System: Operating Systems: Functions – Types – OS Programs – WINDOWS – Logging – Taskbar - Document: Opening – Finding – Folders – Working with Documents – Saving – Print Functions – Connecting to Internet.
- UNIT – IV** Word & SpreadSheet: MS-WORD: Text creation – Opening – Editing – Saving – Preview – Printing – Closing – Letters – Find and Replace – Copy – Dictionary – Spread sheet: MS EXCEL: Work book – Data entry – Move – Edit – Range – Labels – Save – Copy – Change – Arithmetic, Statistical and Financial functions – Formulas – Spread Sheet Charts.
- UNIT – V** Information Systems: Management Information System: Concept – Need – Structure: TPS, DSS, EIS, OAS, ES – Manufacturing Information System – Production, Planning and Control - Purchasing – Warehousing – Materials – Marketing Information System – Finance and Accounting Information System – Debtors and Creditors Information – HRIS. (Strategic, Practical and Transaction Processing)

**Suggested Reading**

1. Curtin P Dennis and others – Information Technology: The Breaking wave, Tata Mc.Graw Hill, New Delhi, 1999.
2. Mayer Marilyn and others, Computers in your Future (3rd Ed), Prentice Hall of India Pvt. Ltd, New Delhi, 1999.
3. Basandra K Suresh, Computers Today, Galgotia Publications, New Delhi, 2000.
4. Post V Gerald, Anderson L David Management Information Systems: Solving Business Problems with Information Technology. Tata McGraw Hill Ltd., New Delhi, 1999.
5. Windows Work books

**References:**

1. Information Technolgy : Dennis P. Curtin, McGraw Hill International
2. Fundamentals of Computers : P.Mohan, Himalaya Publishing House
3. Fundamentals of Computers : V. Srinivas, Kalyani Publications
5. MS Office : Sanjay Saxsena
7. E commerce : CSV Murthy, Himayalaya Publishing House
8. Raymond Green Law :Fundamentals of the Internet, Tata Mc Graw Hill



**LAB: COMPUTER APPLICATIONS IN BUSINESS**  
(Common to M.Com and M.Com- Financial Accounting - under CBCS)

Lab: 2 PPW

One Period Lab means 2 hours of Lab Session

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**Lab** – Students are required to undergo Lab Sessions with MS-Dos, Windows OS, MS-office and Internet concepts.

\*A viva-voce and Practical exam for 20 marks will be conducted for above subject.

Practical Record: 5, Practical's: 10, Viva – Voce: 5 Total: 30

Final Practical Examination duration shall be taken as 2 Hours

**DESCRIPTION OF PRACTICALS**

1. Practical I – Introduction to Computer – BIOS (Basic Input and Output devices)
2. Practical 2 – DOS (Disk Operating System) (Internal Commands – Time, Date, Dir, Ver, Vol.etc.
3. Practical 3 – DOS (Disk Operating System) – Internal Commands–Prompt,MD
4. Practical 4 – External Commands – Tree, More, Format, Mode, External Commands – Scandisk, Xcopy, Diskcomp, Diskcopy etc.

**WINDOWS OS**

- 5 Practical 5 – Windows Overview GUI Operating Systems, Features, Desktop Icons, Accessories, Start Menu, Explorer

**MS WORD**

6. Practical 6 – Create a File and save the file with the name letter.doc make the page setup properties.
7. Practical 7 – Execute Find, Replace & Goto option
8. Practical 8 – Create Header & Footer for the document letter.doc.
9. Practical 9 – Create an Index for the document word.doc.
10. Practical 10 – Apply bullets & Numbering option for the full document.
11. Practical 11 - Creates Labels & Envelops.
12. Practical 12 – Create a File with the name Bio-Date.doc and prepare a Bio-data in it.
13. Practical 13 – Inserting of pictures & objects.
14. Practical 14 – Creating a mail merge
15. Practical 15 – Make a hyper link to a Work Document.

**MS-EXCEL**

16. Practical 16 – Execute the option Validation (Data Menus)
17. Practical 17 – Apply Filter Option on a particular column
18. Practical 18 – Split the sheet in to two parts.
19. Practical 19 – Formatting worksheet data & Cell References.
20. Practical 20 – Macros – Creation, Editing and deletion of Macros
21. Practical 21 – MS-ACCESS: MS-Access Window-Tables-Forms, Queries and Reports
22. Practical 22 – POWER-POINT: Creating Presentation through Auto Content Wizard
23. Practical 23 – Slides Show– Saving, Opening and Closing Presentation
24. Practical 24 – INTER NET: Internet, Browsing and E-Mail.

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MASTER OF COMMERCE- SECOND SEMESTER ((Insurance & Banking)  
201- ORGANISATION THEORY AND BEHAVIOUR

Class Hours: 5 ppw  
Credits: 5

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- Unit I: Introduction to Organisation and Behaviour:** Organisation – Definitions and Characteristics – Principles of Organisation. Organisational Behaviour: Meaning – Definition - Factors influencing organisational behaviour - Significance - Emergence of Organisational Behaviour - Contributing Disciplines - Emerging challenges to organisational behaviour -Understanding Human Behaviour: Similarities and dissimilarities.
- Unit-II: Individual Behaviour in Organisations:** Personality – Definitions – Characteristics – Determinants - Personality Traits Influencing Organisational Behaviour - Models of Human Personality: Rational Economic, Administrative, Social, Organisational, Self-Actualising - Perception: Definitions, Process, Factors influencing Perception, Distortions in Perception - Attitudes: Definitions and Formation of Attitudes - Learning: Definitions, Learning Process, Classical Conditioning, Operant Conditioning, Social Learning Theories.
- Unit III: Group Behaviour in Organisations:** Groups Meaning – Formation - Group Development -Types of Groups - Group Dynamics: Definitions Group Behaviour: Group Cohesiveness, Norming, Thinking, Risk Shift, Social Loafing - Team Development: Meaning, Definitions, Groups vs. Teams, Team Development, Using Teams for Organisational Building - Conflicts: Definitions, Process, Drives for Conflicts, Types, Outcomes, Conflict Resolution Techniques.
- Unit IV: Behavioural Basis of Organisation Theory:** Organisation Process - Elements of Organisation Structure: Types of Organisational Designs – Behaviour implications of Organisational Design – Authority and Power – Delegation and Decentralisation - Span of Management – Line and Staff. Organisational Change: Meaning – Need - Types – Resistance to Change and Overcoming Resistance.
- Unit V: Organisational Communication and Leadership** –Communication- Meaning - Process – Barriers – Overcoming Barriers. Leadership: Meaning – Styles – Managerial Grid – Traits Vs. Situational – Transformational Leadership – Leadership for Millennium Organisations. Motivation: Meaning – Motivators – Maslow and Herzberg Theories of Motivation – Approaches to Motivating Employees. Stress: Meaning –Individual - Organisational dimensions of Stress- Stress Management Techniques: Individual and Organisational.

**Suggested Readings**

1. Greenberg Jerald and Baron A Robert, **Behaviour in Organisations**, Prentice Hall of India Learning Private Limited, 2009.
2. Sarma V S Veluri, **Organisational Behaviour - An Interactive Learning Approach -Text and Cases**, Jaico Publishing House, 2009.

**References**

1. Robbins P Stephen, Judge A Timothy and Sanghi Seema, **Organizational Behavior**, Pearson Education, 2009.
2. McShane L Steven and Mary Von Glinow., **Organizational Behavior**, McGraw Hill Education India, 2010.
3. Rae Andre., **Organizational Behavior – An Introduction to Your Life in Organizations**, Pearson Education, 2009.
4. Slocum W John and Hellriegel Don, **Fundamentals of Organizational Behaviour**, Cengage Learning India Private Limited, 2007.
5. Newstrom W John, **Organizational Behavior – Human Behavior at Work**, Tata McGraw Hill Publishing Company Limited, 2008.
6. Suja R Nair, **Organisational Behaviour – Text & Cases**, Himalaya Publishing House, 2010.



**MASTER OF COMMERCE- SECOND SEMESTER ((Insurance & Banking)  
202 - MANAGEMENT ACCOUNTING**

Class Hours: 5ppw  
Credits: 5

- UNIT - I: INTRODUCTION:** Management Accounting - Meaning, Definitions, Nature and Scope, Objectives, Functions, Process, Relationship with Financial Accounting and Cost Accounting, Role of Management Accountant, and Organization of Management Accounting System; **Cost Behavior and Decision-Making** -Elements of Costs, Classification of Costs, Fixed and Variable Costs, Relevant Costs and Opportunity Costs.
- UNIT - II: COST ANALYSIS FOR DECISION MAKING:** Cost-Volume-Profit Analysis - Meaning of Marginal Cost and Marginal Costing, Basic Characteristics and Assumptions of Marginal Costing, Marginal Costing, Differential Costing and CVP Analysis, Meaning, Objectives, and limitations of CVP Analysis - Concept of Break-Even Point, Profit-Volume Graph and Profit Planning, and Managerial Applications in Decision Making (Decisions on Product-Mix, Make or Buy, Add or Drop, Shut Down or Continue, Capacity Utilization, Equipment Replacement, Exports, Alternative Methods of Production, and Key Factor Analysis) (Problems).
- UNIT - III: MANAGEMENT ACCOUNTING FOR PLANNING AND CONTROL:** Budgetary Control - Meaning and Significance, Types of Budgets, Preparation of Fixed and Flexible Budgets (Problems); **Performance Budgeting and Zero-based Budgeting** - Concept, Importance, and Relevance; **Standard Costing** - Meaning, Need, Types of Standards, Advantages of Standards, Standards Setting, Variance Analysis, and Controllability of Variances, Material, Labour, Overhead and Sales Variances (Problems)
- UNIT - IV: MANAGEMENT CONTROL SYSTEMS & RESPONSIBILITY ACCOUNTING:** Responsibility Accounting - Meaning, Definition, and Essential Features of Responsibility Accounting, Steps Involved in Responsibility Accounting; **Responsibility Centers** - Concept and Types of Responsibility Centers; **Transfer Pricing** - Transfer Prices, Methods/Types of Transfer Prices (Problems), Selection of Transfer Pricing Method, Performance Reports, Segmented Performance Evaluation, Advantages of Transfer Pricing and Responsibility Accounting.
- UNIT - V: ACTIVITY BASED COSTING: ACTIVITY BASED COSTING SYSTEM:** Concept, Traditional Manufacturing Costing System, Activity Based Costing/Management (ABC) System, ABC System Vs. Traditional Costing System, Tracing costs from Activities, Activity Cost Drivers (Problems), ABC for Marketing, Selling and Distribution Expenses, ABC for Service Companies, and Pros and Cons of ABC.

**Suggested Readings:**

1. Hongren, Sundem Stratton, Burgstahler and Schatzberg., **Introduction to Management Accounting** Pearson Education, 2009.
2. Shashi K. Gupta and Sharma R.K., **Management Accounting - Principles and Practice**, Kalyani Publishers, 2014.

**References:**

1. Khan M Y., and Jain P.K., **Management Accounting: Text, Problems and Cases**, Mc Graw Hill Education India Private Limited, 2013.
2. Madegowda.J., **Advanced Management Accounting**, Himalaya Publishing House, 2012.
3. Colin Drury, **Management & Cost Accounting**, Cengage Learning India Private Limited, 2014.
4. Maheswari S.N., **Principles of Management Accounting**, Sultan Chand & Sons, 2011.
5. Jain S.P., and Narang K.L., **Cost Accounting- Principles and Practice**, Kalyani Publishers, 2012.
6. Balakrishnan R., Sivaramakrishnan K., Sprinkle G., **Managerial Accounting**, Wiley, 2012.





**MASTER OF COMMERCE- SECOND SEMESTER ((Insurance & Banking)  
203- PRINCIPLES AND PRACTICES OF BANKING**

Class Hours: 5 ppw

Credits: 5

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- Unit-I: Origin and Growth of Banking:** Role and Functions of Banks – Organisational structure of Banking – Forms of Banking – Unit Banking, Branch banking, Group Banking, Chain Banking, Satellite and Affiliate Banking – Money Lenders & Indigenous Bankers – Growth of Banking Sector – Banking Sector Reforms.
- Unit-II: Functions of Commercial Banks:** Opening of accounts - Types of customers — Negotiable Instruments – Loans and Advances: Lending Policies – Pledge – Hypothecation lien – Assignment – Mortgage – Asset Liability Management – Credit Management: Credit Appraisal techniques – Risk Management Practices-ALM GAP Analysis – CRM in Banking.
- Unit-III: Credit Management in Banks:** Principles of Sound Bank Lending – Loan Policy –Credit Creation – Credit Appraisal – Private Sector Lending – Monitoring and Review of Loan Portfolio – Management of Non-Performing Assets (NPAs) – Classification of NPAs – Debt Restructuring.
- Unit-IV: Central Banking:** Reserve Bank of India (RBI)– Its Constitution – Organisational Structure – Management – Objectives – Functions – Working – Methods of Credit Control: Quantitative Controls – Selective Controls – Monetary Policy and its Evaluation – Licensing of Banks - Role of Board for Financial Supervision.
- Unit-V: Banking Technology:** Innovations in Banking – Bank Computerization – Electronic Banking – Electronic Payment Systems – Online and Offshore Banking – Fund Transfers – Cash Dispensers – Credit Cards – Debit Cards – ATMs – NEFT-RTGS-SWIFT – Information Technology and Global Developments: Bank Net, RBI Net, Data Net, I-Net, Internet, E-Mail – Know Your Customer (KYC) - Current Trends.

**Suggested Readings**

1. Sundaram KPM, **Banking Theory, Law and Practice**, Sultan Chand Publishers, New Delhi, 2004.
2. Maheswari SN, **Banking and Financial Services**, Kalyani Publishers, New Delhi, 2006.

**References**

1. Sundaram KPM, **Money, Banking and International Trade**, Sultan Chand & Sons, 2000.
2. Vasant Desai, **Principles of Bank Management**, Himalaya Publishing House, New Delhi.
3. Maheswari SN and Paul RR, **Banking Theory and Practice**, Kalyani Publishers, New Delhi.



**MASTER OF COMMERCE- SECOND SEMESTER ((Insurance & Banking)  
204 - PRINCIPLES AND PRACTICES OF INSURANCE**

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- Unit-I: Risk Management**-Understanding of Risk Management – Kinds and Classification of Risks- Elements of Insurable Risk- Management of Different Types of Risks – Insurance as Social Security Tool- Nature of Insurance Contract- Essentials-Principles of Insurance Contract.
- Unit-II: Types of Insurance**- Life Insurance – General Insurance; Fire, Marine, Motor, Aviation, Crop Insurances- Insurance Market in India – Constituents of Insurance Market- Underwriting and Pricing of Insurance – Retention and Re-insurance – Principle of Insurable Interest – Principle of Indemnity – Principle of Subrogation – Principle of Utmost Good Faith.
- Unit-III: Principles and Practice of Life Insurance and Health Insurance**- Broad Classification of Life Insurances- Special Purpose Policies-Family Maintenance- Family Policy- Joint Life Policies-Classes of Life Insurance- United Linked Insurance- Health Insurance-: Medical Insurance- Types of Health Insurance- Coverage- Health Insurance Contract- Considerations in buying Life Insurance Policies.
- Unit-IV: Principles and Practices of General Insurance**: Meaning, Functions and Scope of Fire, Engineering, Accident, Marine and Aviation Insurance-: Types of Policies – Floating Policies and Declaration Policies - Endorsements and Clauses-Personal Accident Insurance - Various Risk Covers - Miscellaneous (Accident) Insurance - Fidelity Guarantees and Bonds – Burglary Insurance.
- Unit-V: Insurance Regulation in India**- Insurance and Law of Contract-Interpretation of Wagering Contract- Doctrine of Implied and Informal Warranties and Benefits- Exclusion of Converge- Legal Framework- Brief discussion of The Insurance Act, 1938 as amended by Insurance (amendment) Act, 2002 and Life Insurance Corporation Act, 1956 - Insurance Regulation Authority of India(IRDA); Objectives, Functions and Performance of IRDA.

**Suggested Readings**

1. MN Mishra and SB Mishra, **Insurance Principles and Practice**, Sultan Chand Limited, New Delhi, 2008.
2. G Krishnaswamy, **Principles and Practices of Life Insurance**, Excel Books, New Delhi, 2009.

**References**

1. Karam Pal, BS Bodla and MC Garg, **Insurance Management: Principles and Practices**, Deep & Deep Publications Private Limited, New Delhi, 2007.
2. S Arunajatesan and TR Viswanathan, **Risk Management & Insurance: Concepts and Practices of Life and General Insurance**, MacMillan Publishers India Limited, New Delhi, 2009.
3. Neelam C Gulati, **Principles of Insurance Management**, Excel Books, New Delhi, 2007.



**MASTER OF COMMERCE- SECOND SEMESTER ((Insurance & Banking)  
205- COMPUTER APPLICATIONS IN ACCOUNTING**

Theory – 3 PPW

Lab: 2 PPW

One Period Lab means 2 hours of Lab Session

Credits= 5

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- Unit-I:** **Computerized Accounting** – Need, Features and merits – Distinction between Manual Accounting and Computerized Accounting – Limitations of Computerized Accounting – Accounting Packages – Tally, Wings and Ex- integration of Accounting Packages with ERP – Features of Tally – Gateway of Tally –Shortcut keys.
- Unit-II:** **Creation of Account groups** – Creation Ledgers – With inventory and without inventory – Voucher Types – Payment voucher – Receipt Voucher – Contra Voucher – Sales Voucher – Purchase Voucher – VAT voucher – Credit Note Voucher – Debit Note Voucher – Other types of Voucher – Reversing Journal Voucher. **Inventory Management in Tally** – Stock groups, Categories, items – Inventory Masters – Stock Ledgers – Invoicing – Inventory Vouchers \_ Inventory Journals – Purchase and Sales Order Processing – Delivery Notes – Treatment and posting of Sales, Tax, VAT, and other related Taxes.
- Unit- III:** **Payroll in Tally** - Exploring Payroll in Tally.ERP9 – Working with Payroll vouchers – Defining Payroll Reports – Working with Statement of Payroll Report – Describing Salary Disbursement – Create a Tax Ledger – TDS Vouchers – Printing a TDS Challan – Tax Collected at Source in Tally.ERP9 – TCS Reports in Tally.ERP9.
- Unit-IV:** **Financial Reporting** - Day Book – Cash/Bank Book – Bank Reconciliation Statement – Cash Flow and Fund Flow – Sales Book \_ Purchase Book – Statement of Accounts – Trial Balance – Treatment and Accounting for Depreciation – Profit and Loss Accounts – Balance Sheet – Generation of Financial Reports other than Financial Statements – Treatment of Income Tax and TDS.
- Unit-V:** **Special Features in Tally** - Tally Vault – Import and Export of Data – ODBC Connectivity – Web enabled Financial Reporting – Split Financial year, Income and Expenses Statement – Tax Ledgers – Financial Audit – Security in Accounting Packages – Data integrity and Security – Virus Problems – Overcoming Security issues – Security Protocols for Accounting Packages – Backup and Restore.

**Suggested Readings**

1. Namrata Agarwal, **Financial Accounting on Computers using Tally**, Dreamtech Press, 2000.
2. Ashok K Nadhani., **Tally.ERP 9 Made Simple Basic Financial Accounting**, BPB Publications, 2012.

**References:**

1. Kongent Learning Solutions Inc., **Tally.ERP 9 in Simple Steps**, Dreamtech Press, 2002.
2. Nadhani. A.K., and Nadhani .K.K. , **Implementing Tally 9**, BPB Publications, 2007.
3. Shraddha Singh and Navneet Mehra., **Tally ERP 9**, V&S Publishers, 2005.
4. Tally Work Book.



**MASTER OF COMMERCE- SECOND SEMESTER ((Insurance & Banking)  
LAB: COMPUTER APPLICATIONS IN ACCOUNTING**

Lab: 2 PPW

One Period Lab means 2 hours of Lab Session

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**Lab – Students are required to undergo Lab Sessions with Tally Software.**

1. Gateway of Tally and Shortcut Keys
2. Creation of Company, Account Groups, Ledgers, with Inventory and without Inventory
3. Creation of different types of Vouchers, Reversing Journal Voucher
4. Creation of Stock Groups, Categories, Items – Inventory Master
5. Inventory Vouchers , Receipt Note, Return Out, Return In, Inventory Journals
6. Purchase and Sales Order Processing, Treatment of Sales Tax, VAT and other related taxes Entries into Day Book, Cash/Bank Book, Bank Reconciliation Statement, Cash Flow and Fund Flow Statements
7. Sales Book, Purchase Book
8. Statement of Accounts, Trial Balance, Treatment of Depreciation
9. Profit and Loss Account and Balance Sheet
10. Generation of Financial Reports other than Financial Statements
11. Payroll Vouchers, Statement of Payroll
12. Creation of Tax Ledger, TDS Vouchers, Printing TDS Challan
13. TCS Reports

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**MASTER OF COMMERCE (INSURANCE & BANKING) - THIRD SEMESTER**  
**301 -RESEARCH METHODOLOGY AND STATISTICAL ANALYSIS**  
(Common to M.Com and M.Com- Financial Accounting - under CBCS)

Class Hours: 5 ppw

Credits: 5

- Unit-I:** **INTRODUCTION:** Quantitative Techniques: Meaning, Need and Importance - Classification: Statistical Techniques - Operations Research techniques - Role of Quantitative Techniques in Business and Industry - Quantitative Techniques in Decision making - Limitations.  
Research: Meaning, Purpose, Characteristics and Types - Process of Research: Formulation of objectives - Formulation of Hypotheses: Types of Hypotheses - Methods of testing Hypotheses - Research plan and its components - Methods of Research: Survey, Observation, Case study, experimental, historical and comparative methods - Difficulties in Business research.
- UNIT-II:** **COLLECTION, PRESENTATION & ANALYSIS OF DATA:** Sources of Data: Primary and Secondary Sources - Methods of collecting Primary Data - Designing Questionnaires/Schedules in functional areas like Marketing, Finance, Industrial Economics, Organizational Behavioral and Entrepreneurship (Practically students should be able to design questionnaires for given problem/cases in these areas). Census vs. Sampling - Methods of Sampling Random and Non-Random Sampling methods - Measurement and scaling techniques.  
Processing and Presentation of Data: Editing, coding, classification, and tabulation - Graphic and diagrammatic presentation (Theory only). Statistical analysis of Data: Types of analysis (Descriptive analysis and inferential analysis) – Tools: Measures of Central Tendency, Measures of Variation, Skewness, Time series, Index numbers, Correlation and Regression (theory only).
- UNIT-III:** **INTERPRETATION AND REPORT WRITING:** Interpretation: Introduction - Essentials for Interpretation, Precautions in interpretation - Conclusions and generalization - Methods of generalization. Statistical fallacies: bias, inconsistency in definitions, inappropriate comparisons, faulty generalizations, drawing wrong inferences, misuse of statistical tools, failure to comprehend the data. (including small cases).  
Report Writing: Meaning and types of reports - Stages in preparation of Report - Characteristics of a good report - Structure of the report'-Documentation: Footnotes and Bibliography - Checklist for the report.
- UNIT-IV:** **PROBABILITY AND PROBABILITY DISTRIBUTIONS:** Probability: Meaning - Fundamental Concepts - Approaches to measurement of Probability -Classical, Relative frequency, subjective and axiomatic approaches - Addition theorem - Multiplication theorems- Bayesian theorem and its simple applications - Mathematical expectation (including problems).  
Probability Distributions: Meaning and importance of theoretical frequency distributions Binomial, Poisson and Normal distributions - Properties and uses - fitting Binomial, Poisson and Normal, Distributions (areas method only) (including problems).
- UNIT-V:** **ASSOCIATION OF ATTRIBUTES & CHI SQUARE TEST:** Association of Attributes: Meaning - Distinction between correlation and association Methods of studying Association - interpretation of results.  
Chi Square Test: Definition - Conditions for applying Chi square test, Yates's correction - Uses and limitations of Chi square test - Chi square test for testing the independence of Attributes - Chi square test for goodness of fit (including problems).

**SUGGESTED READINGS:**

1. Krishna Swamy:Methodology of Research in Social Sciences
2. Kothari:Research Methodology
3. Zikmund:Business Research Methods
4. SC.Gupta:Fundamentals of Statistics
5. SP.Gupta:Statistical Methods
7. Sanchetty & Kapoor: Business Statistics



**MASTER OF COMMERCE (INSURANCE & BANKING) - THIRD SEMESTER  
302 – INDIAN FINANCIAL SYSTEM**

**UNIT-1: Financial System**

Overview - Structure of Financial System - Components-Markets, Institutions, Instruments, Services - Functions of financial system - Role of Financial system in Economic Development.

**UNIT - II : Money Market**

Functions - benefits - money market instruments - Treasury Bills market - Call/notice money market - commercial papers - certificate of deposits - commercial bills market - discount markets.

**UNIT - III : Capital Market**

Primary Markets: Initial Public Offer (IPO) - Follow on Public Offering (FPO) - Rights Issue - Private Placements, Preference Issues - Book Building, American Depository Receipts (ADRs), Global Depository Receipts (GDRs), Foreign Currency Convertible Bonds (FCCBs).

**UNIT - IV : Capital Market**

Secondary Markets: Stock Exchange - Organisation, Management & Membership - Functions - listing, trading and settlement - Bond Market: Significance, functions, participants -Depositories and Custodians - National Securities Depository Ltd (NSDL), Central Depository Services (India) Ltd (CDSL), The Stock Holding Corporation of India Ltd (SHCIL).

**UNIT - V : Regulatory Framework**

RBI: Functions and Role - Monetary Policy. SEBI: Objectives, Powers and functions - SEBI Regulations relating to Capital Markets - Investors' Protection.

*Suggested readings :*

1. Bhole L.M. & Jitendra Mahakud: Financial Institutions and Markets, Tata McGraw Hill Education Private Ltd., New Delhi.
2. Bharati V. Pathak: The Indian Financial System - Markets, Institutions and Services, Pearson Education Pvt. Ltd., New Delhi.
3. Srivastava R.M. & Divya Nigam: Management of Indian Financial Institutions, Himalaya Publishing House, Delhi.
4. Clifford Gomez: financial Markets, Institutions and Financial Services, Prentice Hall of India Pvt. Ltd., New Delhi.
5. Guruswamy.S: Financial Markets and Institutions, Tata McGraw-Hill Education Pvt. Ltd.



**MASTER OF COMMERCE (INSURANCE & BANKING) - THIRD SEMESTER**  
**SPECIALIZATION: ACCOUNTING AND FINANCE**  
**303- FINANCIAL MARKETS AND INSTITUTIONS**  
(for M.Com - under CBCS)

Class Hours: 5 ppw

Credits: 5

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- Unit-I:** **Financial System:** Meaning and Objectives of Financial System; Structure of Financial System -Components: Financial Markets – Financial Institutions – Financial Instruments – Financial Services; Functions of Financial System; Role of Financial System in Economic Development.
- Unit-II:** **Money Market:** Concept, Features, Functions and Significance of Money Market; Money Market Instruments; Segments of Money Market – Call / Notice Money Market - Commercial Bills Market - Treasury Bills Market – Discount and Acceptance Markets - Commercial Papers – Certificates of Deposit –Repo Instruments; Role and Challenges of Money Market in India.
- Unit- III:** **Primary Market:** Concept, Features, Functions and Significance of Capital Market; Structure and Recent Developments of Capital Market in India; Primary Market / New Issues Market: Initial Public Offer (IPO) – Follow on Public Offer (FPO) – Rights Issue – Private Placements – Preferential Issues – Bonus Issues - Book-Building – American Depository Receipts (ADRs) – Global Depository Receipts (GDRs) – Foreign Currency Convertible Bonds (FCCBs); Players in New Issue Market; Role and Importance of Primary Market in Economic Development.
- Unit-IV:** **Secondary Market:** Stock Exchanges – Organisation – Functions - Players - Management and Membership; Listing of Securities; Trading and Settlement Systems; Stock Market Indices; Bond Market: Significance – Functions – Participants; Depositories and Custodians – National Securities Depository Limited (NSDL) – Central Depository Services Limited (CDSL) – The Stock Holding Corporation of India Limited (SHCIL) - Recent Developments in Stock Market.
- Unit-V:** **Institutional Regulatory Framework:** Introduction, Importance, and Functions of RBI – RBI and Monetary Policy - Promotional Role of RBI; SEBI: Organization Structure - Objectives – Powers and Functions – SEBI Regulations relating to Capital Markets – Investors Education and Protection.

**Suggested Readings**

1. Bhole L.M. and Mahakud J, **Financial Institutions and Markets**, Tata McGraw Hill Education Private Limited, New Delhi, 2004.
2. Jeff Madhura, **Financial Institutions and Markets**, Cengage Learning India Private Limited, New Delhi, 2012

**References:**

1. Preeti Singh, **Dynamics of India Financial System – Markets, Institutions & Services**, Ane Books Private Limited, New Delhi, 2009.
2. Ajay Shah, Susan Thomas and Michael Gorham, **Indian Financial Markets: An Inside Guide to How the Markets Work**, Elsevier Publications, Oxford, UK, 2008.
3. R M Srivastava and Divya Nigam, **Dynamics of Financial Markets and Institutions in India**, Excel Books, New Delhi, 2010.



**MASTER OF COMMERCE (INSURANCE & BANKING) - THIRD SEMESTER  
304 – REGULATION IN BANKING AND INSURANCE**

**UNIT – I:RELATION BETWEEN BANKERAND CUSTOMER** i. Legal character of Banker – Customer relationship. ii. Rights and obligations of Banker. iii. Types of Accounts. iv. Principles of good lending. The Negotiable Instrument Act, 1881 Legal aspects of negotiable instrument in general and special features of the following instruments in particular: i. Companies, Promissory Note, Bill of Exchange, Cheque, Drawer, Drawee, Payee, Holder, Holder in due course, Inland Instrument, Foreign Instrument, negotiable Instrument, Negotiation, Endorsement, inchoate stamped Instruments. ii. Crossing of Cheques-- Criminal liability on dishonour of Cheque (Section 138 – 142) the law relating to payment of customers cheque-- rights and duties of paying banker and a collecting banker.

**UNIT – II: RESERVE BANK OF INDIA:** Structure and Functions i. Central Banking: Organizational Structure of RBI ii. Functions of the Reserve Bank - Primary functions • Secondary functions iii. Controlling function of RBI over Banking and Non-Banking Companies - **BANKING REGULATION ACT, 1949** i. Control over Management. ii. Prohibition of certain activities in relation to Banking Companies. iii. Acquisition of the undertakings of Banking Companies. iv. Suspension of Business and winding up of Banking Companies. v. Special provisions for speedy disposal of winding up proceedings. vi. Powers of the Central Government towards Banking Companies.

**UNIT – III: CONTROL OF BANKS IN INDIA** The role of banking institutions in the socio-economic development of the country- Advanced to priority sector and Credit Guarantee Scheme. i. Social Control of Banks. ii. Nationalisation of Banks. iii. Priority lending. iv. Protection of Depositors, Promotion of underprivileged classes, Development work and participation in national economy – Banking Sector Reforms (Bassel Norms) [Narshimam Committee Recommendations]

**UNIT – IV : Life Insurance Corporation of India(LIC) – Objectives – Growth – Performance and Government Control and investment pattern of LIC**

**UNIT – V: Life Insurance Policies - Important Life insurance Policies – Life insurance annuities – Important legal provisions and judicial pronouncements in India – ULIPS & Traditional Insurance, LIC Act, 1956, IRDA Act – Regulation – Ombudsman –**

**Suggested Readings:**

1. M.L. Tannan, Tannan’s Banking Law and Practice in India (Eighth Edition-2008), India Law House, New Delhi,2 volumes





**MASTER OF COMMERCE (INSURANCE & BANKING) - THIRD SEMESTER  
305 – CORPORATE TAX MANAGEMENT**

- Unit-I:** **Introduction:** Significance of Corporate Taxation – Concepts and definitions of Corporate Income Tax – Assessee- Assessee in default-Previous Year-Assessment Year – Residential Status of Company-Incidence of Tax – Types of Companies for tax purpose – Incomes forming part of total income of a company — Exempted Incomes and Tax free incomes with special reference to corporate assessee. (Theory only)
- Unit-II:** **Corporate Taxation:** Computation of Income from House Property-Business-Capital Gains-Other Sources – Set-Off and Carry-Forward of losses – Deductions out of G.T.I. u/s. 80 applicable to companies – Computation of Total Income and tax liability of Company – Minimum Alternative Tax – Dividend Tax. (Problems with special focus on computation of total income and tax liability)
- Unit- III:** **Tax Planning – Financial Management Decisions:** Concept of tax planning; Tax avoidance and Tax evasion – Tax Management: Meaning and Scope of Tax Management – Implications of tax planning – Requisites of a successful tax planning – Methods of Tax Planning. (Theory only)  
Capital Structure Decisions: Meaning of capital structure-Tax considerations in deciding capital structure-Choice of Capital Structure (Problems) – Dividend Policy: Meaning-Factors affecting dividend policy – Dividend Policy and Tax Considerations: Meaning of dividend under IT Act
- Unit-IV:** **Tax Planning - Business Restructuring and Managerial Decisions:** Tax issues relating to Amalgamation of Companies: Meaning of Amalgamation under IT Act; Tax Concessions to Amalgamating Company; Tax Concessions to Amalgamated Company; Tax Concessions to the Shareholders of Amalgamating Company – Tax Issues relating to Demerger: Meaning of Demerger; Parties to Demerger; Tax Incentives in case of Demerger: Tax Incentives to Demerged Company-Tax Incentives to Shareholders-Tax Incentives to Resulting Company. (Theory only)  
Tax considerations with reference to specific managerial decisions: Own or Lease-Tax considerations in Buy or Lease – Sale of Assets of Scientific Research – Make or Buy – Repair, Replace, Renewal or Renovation – Shut Down or Continue (Problems on tax planning with special focus on Buying Asset with Borrowing or Taking on Lease)
- Unit-V:** **Special Tax Provisions for Certain Undertakings:** Special provisions in respect of Newly established units in Special Economic Zones – Special Provisions in respect of Newly established 100% Export-oriented Undertakings – Undertakings engaged in Infrastructure, Telecommunication, Power Sector and Industrial Parks – Undertakings engaged in Development of SEZ – Undertakings located in backward Areas and Other Notified Areas – Capital Gains (Theory and Problems on Capital Gains investment)

**Suggested Readings:**

1. Rajeev Puri and Puja Gaur, **Corporate Tax Planning & Management**, Kalyani Publishers, 2015.
2. Vinod K Singhania, **Direct Taxes, Planning and Management**, Taxmann's Publications Private Limited, New Delhi, 2015.



**MASTER OF COMMERCE (INSURANCE & BANKING) - FOURTH SEMESTER  
401 – STRATEGIC MANAGEMENT**

(Common for M.Com and M.Com Financial Accounting - under CBCS)

Class Hours: 5 ppw

Credits: 5

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- Unit-I: Introduction** – Concept of Strategic management – Characteristics of Strategic management – Significance of Strategic Management – Dimensions of Strategic management – Tasks of Strategic Management – Developing – Vision – Mission – Objectives – Goals – Elements in Strategic Management Process – Benefits of Strategic Management.
- Unit-II: Environmental and Organizational Appraisal.** : Concept and Characteristics of Environment – External and Internal Environment – Environmental Scanning – Factors Effecting Environmental Scanning – Organizational Capability – Factors Effecting Organizational Appraisal – Methods and Techniques used for Organizational Appraisal.
- Unit-III: Strategy Formulation:** Corporate Level: Grand strategies – Stability Strategy – Expansion Strategy – Retrenchment Strategy – Turnaround strategy – Combination Strategy – Business Level: Cost Leadership Strategy – Differentiation Strategy – Focus Strategy.
- Unit-IV: Strategy Implementation:** Project Implementation – Resource Allocation – Approaches of Resource Allocation – Structural Implementation – Types of Structures – Strategy and structure – Leadership implementation – Role of Leader – New paradigms of Leadership.
- Unit-V: Strategy Evaluation and Control:** Nature and Importance of Strategic evaluation – Participants of strategic evaluation and barriers in strategic evaluation – Evaluation Techniques for strategic control – Evaluation Techniques for Operational Control – Role of Organizational System in Evaluation.

### Suggested Readings

1. Azhar Kazmi, **Strategic Management and Business Policy**, Tata McGraw Hill Company Limited, New Delhi, 2008.
2. Thomas L., Wheelen, J.David Hunger & Krish Rangarajan, **Concepts in Strategic Management and Business Policy**, Pearson Education, 2011.

### References

1. Subba Rao, P, Business Policy and strategic Management, Himalaya Publishing House, Mumbai, 2003.
2. Vipin Gupta, Kamala and Srivasam R, **Business Policy and strategic Management**, Prentice Hall of India Private Limited, New Delhi, 2006.
3. Barney & Hesterly, **Strategic Management and Competitive Advantage Concepts**, Prentice Hall of India Private Limited, New Delhi, 2009.



**MASTER OF COMMERCE (INSURANCE & BANKING) - FOURTH SEMESTER  
M.Com 402- ACCOUNTING IN BANKING AND INSURANCE**

**Unit-I:** Functions of Commercial Banks – Indian Banking System – Reserve Bank of India - Structure and Functions - Central Banking: Organizational Structure of RBI - Functions of the Reserve Bank - Primary functions - Secondary functions iii. Controlling function of RBI over Banking and Non-Banking Companies - Banking Regulation Act, 1949 - Advances to priority sector and Credit Guarantee Scheme- Social Control of Banks. - Nationalisation of Banks. -Priority lending- Protection of Depositors, Promotion of underprivileged classes, Development work and participation in national economy – Banking Sector Reforms

**Unit-II: Life Insurance Corporation of India(LIC)** – Objectives – Growth – Performance and Government Control and investment pattern of LIC - Life Insurance Policies - Important Life insurance Policies – Life insurance annuities – Important legal provisions and judicial pronouncements in India – ULIPS & Traditional Insurance, LIC Act, 1956, IRDA Act – Regulation – Ombudsman

**Unit-III: Banking Company Accounts II** – Important Provision Concerning Conduct of Banking - Business in India – Bankers Books – Preparation and Presentation of final Accounts of Banking Companies. (simple problems)

**Unit-IV: Insurance Company Accounts I** – Accounts of Life Insurance Business – Statutory and Subsidiary Books – Revenue Accounts – Balance Sheet – Ascertainment of Net Profit/Loss. (simple problems)

**Unit-V: Insurance Company Accounts II** – Accounts of General Insurance Business – Statutory and Subsidiary Books – Revenue Account – Balance Sheet – Ascertainment of Net Profit/Loss – Settlement of Claims and Claims Accounts (simple problems)

**Reference Books:**

1. Jain and Narang, Accounting Part – I. Kalyani Publishing Ludhiana
2. R. Narayana Swamy, Financial Accounting. Prentice Hall of India.
3. Arunlanadam Advances Accounting. Himalaya Publishing House.
4. Ashok Sehgal Deepak Sehgal : Advance Accounting – II Corporate Accounting. Taxman Publication.



**MASTER OF COMMERCE (INSURANCE & BANKING) - FOURTH SEMESTER  
403 – RISK MANAGEMENT IN BANKING**

**Unit-I:** Asset Liability Management (ALM) – Introduction ALM, Meaning, Significance – Objective: Analyzing bank Performance using the Assets Liability Management Techniques – components of banks – Financial Statements – balance Sheet – Relationship between the balances Sheet and the income statements. Return on Equity Management Risks and Returns (profitability, Liquidity, solvency, Trade-off) – Credit Risk – CAMEL Ratings and Financial Statements Manipulation – Assets liability Management (ALM) implementation.

**Unit-II:** Alternative Models of bank performance – A Critique of Traditional GAAP – Base performance Measure – Line of Business Profitability analysis, Management of Market Risk, Non – Interest Income and Non Interest Expenses: Peer Group Comparison, Total Operative Revenues – Stock Market Risk Performance – Customer focused Performance.

**Unit-III:** Capital Management and profit Planning: Prudential Norms – Capital Adequacy – Basel II – Assets classification & Provision Norms – Profit Planning – Effects of NPA On Profitability – share holders value performance. Risk Management System in Banks in India – System introduced in India Basel II recommendation and RBI Guidelines

**Unit-IV:** Introduction to risk Management and Insurance – Risk and uncertainly – Risk Perception and reactions- Risk analysis and Management – Risk Concepts – type of Risks in Insurance, Classification of Risks – Individual Risk, Types of Individual Risks-Operational Risks – Financial Risks, Strategic Risks – Risk Management – Subjective Risk Attitude to Risk, Acceptable Risk Vs Unacceptable Risk – The Cost Of Risks – Role of Insurance brokers in Risk Management.

**Unit-V:** Risk Management and Corporate Objective – Risk Management Policy – Risk Management and functional Management: The scope and Objective of the Risk Management in Corporate bodies, Nationalized Industries – Local Governments and Public Utilities – Personal Risk Management – risk Management – Steps – Risk Management Process Risk Management of liability exposures – Risk Management of Public Liability exposures – Administration.

**Reference Books:**

1. Treischamann: Risk Management & Insurance, Thomson, 2007.
2. Alka Mittal and SL Gupta: Principles of Insurance and Risk Management: Sultan Chand & Sons.
3. Dr.P.K.Gupta: Insurance and Risk Management: Himalaya Publishing House.
4. Bank Management by Koch Mac Donald – Thomson.
5. Risk Management, Indian Institute of banking and finance MC Millioan.



**MASTER OF COMMERCE (INSURANCE & BANKING) - FOURTH SEMESTER  
404 – INTERNATIONAL ACCOUNTING**

**Unit- I:** International Accounting – An overview- Definition, Scope of International Accounting Contributing Factors to the International Accounting- -Historical perspective, contemporary Perspective- Growth and spread of Multinational operations-Financial Innovation, Global Competition, Cross-Border-Merger and Acquisitions- Internationalization of capital Markets- International Accounting Standards Vs Indian Accounting standards.

**Unit-II:** Foreign Currency Translation-Need, Origin for Translation, International Transactions-Accounting Issues. Foreign Currency Translation-Methods and Approaches to Translation-Translation of Balance Sheet-Translation of Profit & Loss Account-Methods of Translation financial Statement Analysis-Treatment of Translation Gains and Losses. (simple problems)

**Unit-III:** Business Combinations and Consolidations-Introduction, Motives of a business Combination-Accounting Treatment of Combinations-Consolidation of Financial Statements-Consolidation Techniques-Treatment of Consolidation differences-Mechanics of Consolidation-Financial Risk Management-Need for financial Risk Management-Role of Accounting-Identifying Market risks-Quantifying Tradeoff-Forecasting Exchange Rate Changes- Foreign Exchange Risk – Exposure (simple problems)

**Unit-IV:** International Taxation: Evolution, concept of International Taxation-Types of Taxes Individual Equity Tax Burdens-Factors influencing Double Taxation-Foreign Tax Incentives-Need for relief Against Double Taxation Havens-Taxation-Methods of Relief. International Transfer Pricing- Tax Consideration, Tariff Considerations-Competitive Factors- Environmental risks.

**Unit-V:** International Financial Statement Analysis-An Overview, Need for Financial Statement Analysis-Techniques of financial statement Analysis-Vertical Analysis-Analyzing Global Financial Statements-Challenges and Opportunities in Cross-Border Analysis.

**Suggested readings:**

1. Frederick, D.S. Choi and G.Mueller (1984): International Accounting: Englewood
2. Radebaugh, Lee H., Gray, Sidney J. & Black, Ervin L. (2005). International Accounting Enterprises (6<sup>th</sup> ed). Wiley Publication.
3. Miller Paul B.W and Bahnson, Paul R. (2005). Quality Financial Reporting. Tata McGraw Hill.
4. Evans, Thomas G., Taylor, Martin E. and Holzman. Oscar: International Accounting. NewYork: Macmillan Publishing Company.
5. Rathore, shirin. International Accounting; Prentice Hall of India.



**MASTER OF COMMERCE (INSURANCE & BANKING) - FOURTH SEMESTER  
405 – MANAGEMENT OF LIFE AND NON-LIFE INSURANCE**

**Unit-I: Life Insurance Organisation** – Important Activities – the Distribution System – Appointment of Agents – Factors of Agents – Remuneration of Agents. Plans of Life Insurance – Need, levels – some popular Plans (Limited payment Plans, participating policies, convertible plans, joint life policies, Children plans, variable insurance policies) – Riders of the Handicapped Miscellaneous, Annuities – Nature of Annuities – Types.

**Unit-II: Group Insurance:** Nature of Group Insurance – Types – Group gratuity schemes – Ways of meeting Gratuity liabilities – Group super annuation schemes – Other group schemes – Social Security schemes – other special need plans – Industrial life insurance Salary Saving Schemes – Additional benefits, Married Women Property Act.

**Unit-III: Applications and Acceptance:** Principles of good faith – Insurable Interest – Prospectus – Proposal forms and other related documents – Medical Examinations – Age proof, - Special reports – Medical report – IRDA Regulations on Management of Life Insurance Services/Products.

**Unit-IV: Corporate Agents:** Corporate Agents – Brokers – Functions of Broker – Tariff Advisory – Committee Insurance forms – Proposal of Insurance – Cover notes – Motor Vehicle Act, 1988 – Motor vehicle Coverage – Declaration Policy – Floating Policy – Private Insurance Companies – Comparison between different Products offered by various Insurance.

**Unit-V: Policy Document in General Insurance:** Need and format – policy preamble – Schedule attestation – Conditions and Privileges – Alteration – Duplicate Policy – Premium payment, lapse and renewal – Assignment – Nomination, loans – Surrenders – Foreclosure.

**Reference Books:**

1. Treischamann: Risk Management & Insurance, Thomson, 2007.
2. Alka Mittal and SL Gupta: Principles of Insurance and Risk Management: Sultan Chand & Sons.
3. P.K. Gupta, Principles and Practice of Non-Life Insurance, Himalaya Publications.
4. Dr.P.K.Gupta, Fundamentals of Insurance, Himalaya Publications.
5. Dr.P.Peria Swamy, Principles and Practice of Insurance, Himalaya Publications.

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