

GONDWANA UNIVERSITY GADCHIROLI

SYLLABUS

B.Com.3rd Year (Semester-V)

Core Course

AUDITING

Theory : 80

Internal Assessment : 20

Contents:

Unit-I

Auditing :

Meaning, Objects and importance, Need Advantages of Auditing to the Business and Owners, Limitation of Audit.

Classification of Audit :

Continuous Audit- Advantages and Disadvantages of Continuous Audit, Remedies to make continuous Audit more effective.

Annual or Periodical Audit- Advantages and Disadvantages of Annual Audit.

Unit-II

Auditing Planning :

Audit Program Contents of an Audit Program, Essentials of an Audit Program Advantages of Audit program, Disadvantages of Audit program, Remedies to Remove the Drawbacks of Audit Program.

Vouching:

Meaning of Vouching, Definition, Characteristics and importance of vouching. Types of vouchers. Objective of vouching, Difference between Routine Checking and vouching. Vouching of Cashbook vouching of each from receipt and payments side of Cash book.

Unit-III:

Internal Check and Internal Control:

Internal Check, Objects of Internal Check, Auditor's duty in respect of Internal Check, of Internal Check, General Consideration in framing a system of Internal Check, Difference between internal check and Test Check.'

Internal Control, Objectives of Internal Control, Limitation of internal Control, Evaluation of Internal Control, Procedure of Evolution of Internal Control, merits and demerits of Internal Control, questionnaire.

Audit of Ledger:

Introduction- fraud with Ledger, Audit of Purchase Ledger, Audit of sales Ledger, Audit of General Ledger, outstanding assets and liabilities.

Unit-IV :

Audit of Banking Companies, Insurance Companies, Co-Operative Societies and Educational Institutions:-

Banking Companies- Legislation, Restriction, Approach to Bank Audit, Audit Programme Capital and Liabilities, Assets, Audit of Nationalized Banks.

Insurance Companies- Financial Statement, Audit, Registers of Policies and Elements and other Record, Submission of Returns, Investment- limits of Deposits with one Banking Company, form of contents of Balance Sheet, Liabilities, Assets side, other Accounts Special aspects of Audit, Compliance with Law, Audit of the head office.

Audit of Ex- operative Societies.

Audit of Educational Institutions.

List of Recommended Books:

- 1) L.N. Chopde- D.H. Choudhari, Dr. Baban, Taywade-Auditing:- Sheth Publisher Private Limited, Mumbai.
- 2) Dr. K.R. Dixit Auditing- Vishwa Publishers & Distributor's Nagpur.
- 3) B.N. Tandon, S. Sudharsanam, S. Sundharababu:- Practical Auditing-S. Chand & Company Ltd.,
- 4) S.K. Mehata- Auditing:- Diamond Publication, Pune
- 5) izkpk;& Mkw- lqf/kj cks/kudj] vWM e`.kky dwGd.khZ vads{k.k % Jh- lkbZukFk izdk'ku] ukxiwj

B Com.SEMESTER-V
AUDITING
Core Course
QUESTION PAPER PATTERN

Time : 3 Hours

Theory - 80 Marks
Internal Assessment -20 marks

Que. No. 1-Unit I	A) Theory	8
	B) Theory	8
	OR	
	C) Theory	16
Que. No. 2-Unit II	A) Theory	8
	B) Theory	8
	OR	
	C) Theory	16
Que. No. 3-Unit III	A) Theory	8
	B) Theory	8
	OR	
	C) Theory	16
Que. No. 4-Unit IV	A) Theory	8
	B) Theory	8
	OR	
	C) Theory	16
Que. No. 5		
	A) Theory(Unit I)	4
	B) Theory(Unit II)	4
	C) Theory (Unit III)	4
	D) Theory (Unit IV)	4

Gondwana University, Gadchiroli
B.Com.V.Semester
Foundation Course -Elective Foundation
Indian Economics (Urban)

Total Marks: 80
Internal Assessment: 20 marks

Unit II

Structure of the Indian Urban Economy

- ☐ Trend of Urbanization in India, characteristics of Urbanization Nature of urbanization, social effects of urbanization causes of urbanization & Problems of Urbanization.
- ☐ Economics growth & Development of India, Factors of economics Development, Factors of determinates of Economics growth.
- ☐ National Income & National Production-national Income accounting origin of production, calculation of national project of value added.

Unit II

Industrialization & Urbanization

- ☐ Industrial policy in Indian, productivity in Industrial sector.
- ☐ Public sector entries in Indian objective, features, criticism.
- ☐ New Economics reforms-Liberalization, privatization & globalization.

Unit III

Economic Planning & Public Finance

- ☐ Public Finance in urban India : Principles, public finance & Economic development
- ☐ Public Debt & Public revenue
- ☐ Economic Planning in India-Major Target, Types of planning, Organization, community development program's.

Unit IV

Urban population in India & Unemployment

- ☐ Population & Economic growth in India, causes & problems of over population in urban India.
- ☐ Unemployment explosion in urban India, nature of unemployment in urban India. wage employment programme.
- ☐ Urban poverty & Economic Inequality in India-Nature, Scope, causes & solution.

Book Recommended :

Agarwal A.N. – Indian Economy

Datta and sundaram – Indian Economy Misra S. K. and

Puri V.K. – Indian Economy Gupta N.S. – Industrial

Economy of India Mishra R.P. – Rural Development

Government of India – Five year plans Government of

India – Economy Survey

Reserve Bank-Annual Reports on Currency and finance.

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B Com (V.SEMESTER)
QUESTION PAPER PATTERN
INDIAN ECONOMICS (URBAN)

Time : 3 Hours

Total Marks: 80
Internal Assessment: 20 marks

Que. No. 1-Unit I	A) Theory	8
	B) Theory	8
	OR	
	C) Theory	16
Que. No. 2-Unit II	A) Theory	8
	B) Theory	8
	OR	
	C) Theory	16
Que. No. 3-Unit III	A) Theory	8
	B) Theory	8
	OR	
	C) Theory	16
Que. No. 4-Unit IV	A) Theory	8
	B) Theory	8
	OR	
	C) Theory	16
Que. No. 5		
	A) Theory(Unit I)	4
	B) Theory(Unit II)	4
	C) Theory (Unit III)	4
	D) Theory (Unit IV)	4

B.COM. III Year (Sem-V)
BUSINESS COMMUNICATION
(Paper – I)

Theory: 60 Marks
Internal Assessment: 15 Marks

Objectives: This course is aimed at equipping the students with the Necessary and Techniques and Skill of Communication.

Marks Allotment

Unit I	15
Communication Concepts	
Meaning and Nature of Communication, Communication Process, Elements of Communication, Purposes and Significance of Communication in and Organization, Essential features of Effective Communication, Objective and Importance of Communication.	
Unit II	15
Types of Communication	
Oral Communication, Their advantages and disadvantages, Written Communication, Their advantages and disadvantages, Visual Communication, Audio-Visual Communication, Principles of Effective Communication, Supervisory Systems and Grapevine Communication.	
Unit III	15
Public Speaking	
The Art and Science of Public Speaking, Basic Principle, Manager as a Public Speakers, Do's and Don'ts of Public Speaking, Qualities of Public Speakers, Role of Humor and Act, Simplicity in Public Speaking, Barriers in Public Speaking.	
Unit IV	15
Business Writing	
Do's and Don'ts of Business Writing, Principles and Importance of Business Writing, Commercial Letters- Drafting of Interview Letters, Appointment Orders, Shown Cause Notice, Sales Letters- e.g. Enquiry, Complaint etc. Writing Business Reports, Sales Reports, Survey Reports, Drafting of an Advertisement.	

Books Recommended:

1. G. S. Rayudu: Media and Communication Management.
2. Mohan: Developing Communication Skills (Macmillan)
3. Guffey : Business Communication (Thomson Learning Books)
4. Bender: Secret of face to face Communication. (Macmillan)
5. Kapur : Business Correspondence and Communication Skill, S. Chand and Company
6. Keith Devis : Communication with Management
7. A.N. Kapoor: Business Correspondence and Communication Skill, S. Chand & Company, New Delhi.
8. Business Communication: AshaKaul, Prentice Hall of India
9. Business Communication: Urmila Rai and S. M. Rai, Himalayas Publishing House
10. EffectiveCommunication Skill: Ravi Agrawal, Sublime Publication, Jaipur

B Com SEMESTER-V
BUSINESS COMMUNICATION
(Paper – I)
QUESTION PAPER PATTERN

Time : 3 Hours

Total Marks: 60
Internal Assessment- 15 marks

Que. No. 1-Unit I	A) Theory	6
	B) Theory	6
	OR	
	C) Theory	12
Que. No. 2-Unit II	A) Theory	6
	B) Theory	6
	OR	
	C) Theory	12
Que. No. 3-Unit III	A) Theory	6
	B) Theory	6
	OR	
	C) Theory	12
Que. No. 4-Unit IV	A) Theory	6
	B) Theory	6
	OR	
	C) Theory	12
Que. No. 5		
	A) Theory(Unit I)	3
	B) Theory(Unit II)	3
	C) Theory (Unit III)	3
	D) Theory (Unit IV)	3

B. Com IIIrd Year
Semester –V (CBCS)
ADVANCE ACCOUNTING - (Paper –I)

Theory -60 Marks
Internal Assessment – 15 Marks

Objective: - To impart basic accounting knowledge

Unit- I

1. Accounting for Amalgamation.

Meaning - Vendor and purchasing Companies – Purchase Consideration- Accounting

Entries - and Preparation of Balance Sheet after Amalgamation.

2. Social Accounting and Social Reporting: Meaning, objects, need and scope (Theory only)

Unit-II

3. Accounting for Absorption.

Meaning - Vendor and purchasing Companies – Purchase Consideration- Accounting

Entries - and Preparation of Balance Sheet after Absorption.

4. Farm Accounting: Meaning, need and significance. (Theory only)

Unit III

5. Accounting for Internal External Reconstruction

Meaning- Alteration of Share Capital, Reduction of Share Capital- Accounting Entries and

Preparation of Balance sheet after internal & External Reconstruction

Unit-IV

6. General Insurance claim accounts:-

Claim for Loss of Stock:- Introduction, procedure for calculation, Average clause,
Treatment
of abnormal items of goods, Under or overvaluation of stock

B. Com IIIrd Year
Semester –V(CBCS)
ADVANCE ACCOUNTING - (Paper –I)

Max. -60 Marks

Question -1 On Unit – I

- | | | |
|----|-------------------|------------|
| A) | Theory | 6 Marks |
| B) | Practical problem | 6 Marks OR |
| C) | Practical problem | 12 Marks |

Question -2 On Unit – II

- | | | |
|----|-------------------|------------|
| A) | Practical problem | 6 Marks |
| B) | Practical problem | 6 Marks OR |
| C) | Practical problem | 12 Marks |

Question - On Unit – III

- | | | |
|----|-------------------|------------|
| A) | Practical problem | 6 Marks |
| B) | Practical problem | 6 Marks OR |
| C) | Practical problem | 12 Marks |

Question -4 On Unit – IV

- | | | |
|----|-------------------|------------|
| A) | Practical problem | 6 Marks |
| B) | Practical problem | 6 Marks OR |
| C) | Practical problem | 12 Marks |

Question -5

- | | | |
|----|---------------------|---------|
| A) | Theory on Unit- I | 3 Marks |
| B) | Theory on Unit- II | 3 Marks |
| C) | Theory on Unit- III | 3 Marks |
| D) | Theory on Unit- IV | 3 Marks |

GONDWANA UNIVERSITY GADCHIROLI

SYLLABUS

B.Com. – III

Semester – V

Foundation Course – Compulsory Foundation COMMERCIAL LAW

Theory : 80

Internal Assessment : 20

- **Level of knowledge :** Basic Knowledge
- **Objectives :** To develop conceptual understanding of the fundamentals of Commercial Law. To impart skills in Development.

CONTENTS :

Unit – I : Indian Contract Act 1872

Meaning Nature of contract and essentials of valid contract offer, Acceptance, Consideration, Capacity to contract, Free Consent, valid & Void contract, Agreement performance of Contract Discharges of Contract, Quasi Contract Breach of Contract, Indemnity and Guarantee.

Unit – II Indian Contract Act 1872 –

Agency – Meaning, rights types, Agent Qualification, right subject and substitual agent termination of agency liabilities.

Partnership Act 1932

Definition, Types of Partners, Essentials of Partnership, Registration of Partnership, Rights and liabilities and Duties of Partners, Dissolution of Partnership.

Unit – III Sale of Goods Act 1930

Formation of Contract of sale, Sale and agreement of sell. Essential of Contract of sale, Conditions and Warranties, Transfer of Property, Performance of Contract of sale, Doctrine of Caveat be emptor, unpaid seller & his duties, Sale by Auction.

Unit – IV Negotiable Instrument Act, 1881.

Definition, Kinds – Features of Promissory Note, Bills of Exchange & Cheques and its parties, presentation of negotiable instrument, Negotiation , Dishonour of Negotiable Instruments.

Consumer Protection Act, 1981

Definition of Consumer, Trader, Manufacturer, Meaning of consumer Dispute, Complaint – Unfair Trade Practices, Consumer Disputes Redressal Agencies.

BOOKS RECOMMENDED

- Dr. V.K. Jain : Mercantile Law, Seth Publications, Nagpur.
- M.C. Shukla : company law, S.Chand & Company, Nagpur.
- Sen & Mitra : Cinnercuak Kawm The world Press Pvt. Ltd. Kolkata.
- M.C. Kuchhal : mercantile Law, Vikash Publishing House, New Delhi.
- C.K. Kaor : Lectures on Business and Corporate Laws, vidya sadan Delhi.
- V.S. Datey : Business and Corporate Laws, Taxman, New Dhelhi
- K.R. Bulchandani, Business law for management Himilaya P.House, Mumbai 2006
- N.D. Kapoor : mercantile law, sultan chand & sons, Educational Publishers, New Delhi.
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B Com SEMESTER-V
Foundation Course – Compulsory Foundation
COMMERCIAL LAW
QUESTION PAPER PATTERN

Time : 3 Hours

Total Marks: 80
Internal Assessment- 20 marks

Que. No. 1-Unit I	A) Theory	8
	B) Theory	8
	OR	
	C) Theory	16
Que. No. 2-Unit II	A) Theory	8
	B) Theory	8
	OR	
	C) Theory	16
Que. No. 3-Unit III	A) Theory	8
	B) Theory	8
	OR	
	C) Theory	16
Que. No. 4-Unit IV	A) Theory	8
	B) Theory	8
	OR	
	C) Theory	16
Que. No. 5		
	A) Theory(Unit I)	4
	B) Theory(Unit II)	4
	C) Theory (Unit III)	4
	D) Theory (Unit IV)	4

B.COM. (V SEMESTER)

Marketing Management (Industrial Marketing)

**Theory-80 Marks
Internal Assessment-20 Marks**

UNIT-I

20

Industrial Marketing :Introduction, Characteristics, Scope, Analysis of industrial market, business market versus Consumer Market, Classification industrial goods, types of industrial market.

UNIT – II

20

Business Buyers Attitude: Types of Buying situation, Buying process, factors influencing on business buying process, participants in the business buying process.

UNIT – III

20

Institutional & Government Market :Institutional market, Government Market, Buying decisions by Government buyers, Institutional purchasing, Major influences on government buyers & Institutional buyers, decision making process of institutional & Government Buyers.

UNIT – IV

20

Resellers Market : Market Characteristics, Product Characteristics, Buyer Characteristics, Channel Characteristics, Promotional Characteristics, Price Characteristics of reseller market. Buying decision of resellers, resellers market buying process, factors influencing in reseller buying process.

BOOKS RECOMMENDED

1. Dr. Bodhankar S. & Dr. Kanetkar M. – Industrial & Service Marketing.
(ShriSainathPrakashan)
2. B. Balaji – Services Marketing & Management (S. Chand & Company Ltd.)
3. I. K. Chopde& A. M. Shaikh – Industrial management (S. Chand & Company Ltd.)
4. M. S. Syed – Consumer Behaviour& Marketing Research (Shaz’s Publication)
5. RashiArora – Service Sector Management (Sheth Publication)
6. K. Rama Mohan Rao - Services Marketing
7. Harsh Verma - Services Marketing
8. P K Ghosh - Industrial Marketing
9. S. M. Jha – Service Marketing (Himalaya publishing house)
10. Dr. P.N. Somalkar –Industrial & Service Marketing (SarSahitya Kendra`)

B Com SEMESTER-V
Marketing Management
(Industrial Marketing)
QUESTION PAPER PATTERN

Time : 3 Hours

Total Marks: 80
Internal Assessment- 20 marks

Que. No. 1-Unit I	A) Theory	8
	B) Theory	8
	OR	
	C) Theory	16
Que. No. 2-Unit II	A) Theory	8
	B) Theory	8
	OR	
	C) Theory	16
Que. No. 3-Unit III	A) Theory	8
	B) Theory	8
	OR	
	C) Theory	16
Que. No. 4-Unit IV	A) Theory	8
	B) Theory	8
	OR	
	C) Theory	16
Que. No. 5		
	A) Theory(Unit I)	4
	B) Theory(Unit II)	4
	C) Theory (Unit III)	4
	D) Theory (Unit IV)	4

B.COM. (V SEMESTER)
Human Resource Development
(Industrial Relation)

Theory-80 Marks
Internal Assesment-20 Marks

UNIT –I **20**

Concept : Concept of Industrial Relations, its scope and importance. The environment Socio economic or political systems and industrial relations.

Role of Government in Industrial relations : The evaluation of labour policy of the government in the area of industrial relations.

UNIT – II **20**

Workers Participation in Management : Concept, Aims, Methods, Functioning of works committees and Joint Management.

Trade union : Evaluations, objects and functions, role of trade union in capitalistic. Trade union and industrial relations. Trade union leadership, problems of trade unions in India and its remedies.

UNIT – III **20**

Industrial Relations and Public Sector : State as a Model employer, Labour management relations in public enterprises, Causes of industrial unrests in India.

Collective Bargaining : Concept, Need for collective bargaining, conditions, essential for successful collective bargaining, unrests in India.

UNIT – IV **20**

Grievance and Discipline : Meaning of Grievance, Causes of Grievance, Grievance procedure, Machinery for handling Grievance.

Prevention and Settlement of Disputes in India : Industrial disputes in India, the role of the State in industrial relations, industrial disputes legislation in India, State Acts, Planning and industrial peace, existing arrangement for prevention and settlement of industrial disputes, legislative measures or Provision.

BOOKS RECOMMENDED

1. Dr. T. N. Bhagoliwal- Economics of Labour & Industrial Relations (Sahitya bhawan Agra.)
2. Malhotra - The Industrial Disputes Act, 1947.
3. C. B. Mamoria – Dynamics of Industrial Relations in India (Himalaya Publishing House)
4. Dr. Siriya, Bondre, Dr. Bhawsar, Dr. More, Samarth – Human resource Management (Payal Prakashan)
5. P. L. Malik – Handbook of Industrial and Labour Laws (Vikas Publication)
6. Dr. K. R. Dixit – Dynamics of Human resource Management (Vishwa publishers & Distributors,)
7. A. M. Shaikh – Human Resource Development and Management S.Chand & Co.)
8. Dr. Pandey & Rastogi – Personnel Management & Industrial relations (King Books)

B Com SEMESTER-V
Human Resource Development
(Industrial Relation)
QUESTION PAPER PATTERN

Time : 3 Hours

Total Marks: 80
Internal Assessment- 20 marks

Que. No. 1-Unit I	A) Theory	8
	B) Theory	8
	OR	
	C) Theory	16
Que. No. 2-Unit II	A) Theory	8
	B) Theory	8
	OR	
	C) Theory	16
Que. No. 3-Unit III	A) Theory	8
	B) Theory	8
	OR	
	C) Theory	16
Que. No. 4-Unit IV	A) Theory	8
	B) Theory	8
	OR	
	C) Theory	16
Que. No. 5		
	A) Theory(Unit I)	4
	B) Theory(Unit II)	4
	C) Theory (Unit III)	4
	D) Theory (Unit IV)	4

SYLLABUS

B.Com. – III (Semester – V)

BANKING AND INSURANCE (GROUP C)

Recent Trends in Banking & Insurance – Paper I

Theory-80 Marks

Internal Assesment-20 Marks

- **Level of knowledge :** Basic Knowledge
- **Objectives :** To develop conceptual understanding of the fundamentals of Banking and Insurance, Recent Trends in Banking & Insurance Paper - I. To impart skills in Development.

CONTENTS

Unit- I : Reserve Bank of India (RBI) - History – Administration - Power – Role of RBI in Economy.

Unit- II : Controller of Money and Credit

- a) Quantitative Credit Controls
- b) Selective Credit Control(SCCs)

Unit- III : Banking Laws

LPG and insurance Business – Insurance Business in Pre and Post Nationalisation era, Liberalisation of Insurance Industry in India, Impact of Liberalization on insurance industry Opportunities, Challenges and Strategies.

Major provisions of Insurance Regulation and Development Authority (IRDA)

Act, 1999, Insurance Ombudsman

Unit- IV : Negotiable Instruments

Insurance Products - Endowment Policies, Term Insurance, Aspects of ULIP, Pension Plans - Meaning and Types, Selecting a pension Plan, Comparison of different insurance Plans.

Reference Books:-

Advanced Banking and Financial System (Optioal) Paper I to IV :-

- 1) Vaish M.C. – Modern Banking
- 2) Panandikar S.G. – Banking of India
- 3) Tannans - Banking Law and Practice in India
- 4) Sayers R.S. – Modern Banking
- 5) Shekhar K.C. – Banking Theory and Practice
- 6) Basu S.K. – Current Banking Theory and Practice
- 7) Insurance Management, Sahoo S.C. and Das S.C., Himalaya Publishing house
- 8) Insurance Principles and Practice, Mishra M.N. and Misra S.B., S. Chand & Company
- 9) Principles and Practice of Insurance, Periasamy P, Himalaya Publishing House
- 10) Modern Concepts of Insurance, Mishra M.N., S.Chand & Company
- 11) Insurance Theory and Practice, Bhargava B.D. , Pearl Books, Delhi
- 12) Insurance Fundamentals, Environment and Procedures, Bodha, Garg and KP sing Deep and Deep publications, Delhi

B.Com. – III (Semester – V)
BANKING AND INSURANCE(GROUP C)
Recent Trends in Banking & Insurance – Paper I
QUESTION PAPER PATTERN

Total Marks = 80

Q. 1	A) Unit - I	8
	B) Unit - I	8
	OR	
	C) Unit - I	16
Q. 2	A) Unit - II	8
	B) Unit - II	8
	OR	
	C) Unit - II	16
Q. 3	A) Unit - III	8
	B) Unit - III	8
	OR	
	C) Unit - III	16
Q. 4	A) Unit - IV	8
	B) Unit - IV	8
	OR	
	C) Unit - IV	16
Q. 5	A) Unit - I	4
	B) Unit - II	4
	C) Unit - III	4
	D) Unit - IV	4

**B.Com. III (SEMESTER-V) (CBCS)
(Information Technology)**

PAPER-6: MS-ACCESS and VISUAL BASIC

Max. Marks: 60

UNIT-I: Ms-Access

Introduction to Database, Creating a database, Creating a Table, Different field types – AutoNumber, Date, Number, Text, Yes/No, working with Table, Editing Tables, Queries. Introduction to Form and Report, Creating Form and Report using Wizard.

UNIT-II: Introduction to Visual Basic

Integrated Development Environment (IDE) – Features, Event driven programming, **Programming Constructs:** Data Types, Variable, Constant, Operator, System defined Function, Dialog Box and Creating User Interface

Control flow statement: if-then, select-case, for-next, do-loop statement.

UNIT-III: VB Control and Procedure

Visual Basic Control: Form, Label, Textbox, Command Button, Frame, Checkbox, Option Button, ListBox, ComboBox, Timer, Scrollbar, Picture, Image, File Controls, Artwork control

ActiveX Control: Month View, DTPicker

Procedure: Types of Procedure, Subroutine, Function, Module

Unit IV: Interface, ActiveX Data objects

Interface: SDI, MDI

ActiveX Data Object: ADODC Control, Connecting ADODC to Bound Control, Use of ADO Object, ADO Architecture, ADO Object Methods for Editing, Updating and Searching. Data Reports

Books:

- 1) Dr. S.B. Kishor, "Database Management System & Ms-Access", Das GanuPrakashan, ISBN 978-93-81660-92-8
- 2) Paul Sheriff, "Visual Basic 6", Eastern Economy Edition, ISBN-81-203-1562-6
- 3) Dr. S.B. Kishor, "Front End Development using Visual Basic", Das GanuPrakashan, ISBN 978-93-81660-0-5

References:

- 1) ProsenjitSinha, "Visual Basic Complete", S. Chand & Company Ltd., ISBN-81-219-2345-X

B.Com. III (SEMESTER-V) (CBCS)
(Information Technology)
Practical List of MS-ACCESS and VISUAL BASIC
Practical: MS-ACCESS

Create table Student(Student no,Studentname,andCourse)in MS-ACCESS with the following details and perform following operations.

Student_no	Student_name	Course
101	Sunil	Vb
102	Anshu	Vb.Net
103	Sonam	Tally
104	Shital	Vb.Net

- 1) UseColumn width as best fit.
- 2) Set Student no as aPrimaryKey.
- 3) Insert at least 10 students' records.
- 4) Displayallthestudentswhosenamebegin with letter 'S'.
- 5) Displaythequeryviewand takeout theprint out.
- 6) Add new fields suchasFees, Date_adm ,Date_of_birth, , Address)
- 7) Add datatoabovenewlyfields.
- 8) Select Student name, CourseandFeesfrom student table.
- 9) Delete all thestudentswho wereadmitted on specificdate.
- 10) Update fees to increaseitbythrice.
- 11) Select all thestudents ofVB.NET payingcoursefees of4000.
- 12) UpdatetablebyreplacingthecoursenametotALLYwhereverthe course fees is 3500.
- 13) Deletetherecord where Student nameisSONAM.
- 14) Displaythestudentname, student no who was born on '14/6/1996'
- 15) ReplacetheAddressofstudentsay,ANSHU to PUNE.
- 16) Remove all the records wherenumberofstudents is less than 2 forparticular course.

Practical: Visual Basic

- 1) Design a form to accept First, Middle and Last Name and display the full name.
- 2) Build an application to check year is leap or not.
- 3) Build an application to find largest of 3 numbers.
- 4) Build an application to find the sum of 1st N natural numbers.
- 5) Build an application to check for palindrome.
- 6) Design a VB screen to display current time in digital format.
- 7) Build an application , which marquee the caption of Form.
- 8) Build an application to check whether a number is positive or negative or Zero.
- 9) Build an application to print first N even numbers
- 10) Build an application to print Multiplication table of an accepted number.
- 11) Design an application, which display a text and give choice to change Text to bold, italic and underline.

E)

Appendix-3
Pattern of Question Paper

General Rules and Regulations regarding pattern of question paper for the semester end examination is as given below:

1. There will be four units in each paper.
2. Question paper will consist of five questions, each of 12 marks.
3. Four questions will be based on four units with internal choice.
4. Fifth question will be compulsory with questions from each of the four units having equal weightage and there will be no internal choice.

B.Com – [III] Paper Code:	Bachelor of Commerce Semester – [V] Paper: Information Technology
Time: 3 Hours]	[Max. Marks: 60
Note: 1) All questions are compulsory and carry equal marks. 2) Draw Neat and Labeled diagram and use supporting data wherever necessary. 3) Avoid vague answers and write specific points/answer related to questions.	
<p>Q1 Either (From Unit 1)</p> <p style="padding-left: 20px;">a) 6</p> <p style="padding-left: 20px;">b) 6</p> <p>Or</p> <p style="padding-left: 20px;">c) 6</p> <p style="padding-left: 20px;">d) 6</p> <p>Q2 Either (From Unit 2)</p> <p style="padding-left: 20px;">a) 6</p> <p style="padding-left: 20px;">b) 6</p> <p>Or</p> <p style="padding-left: 20px;">c) 6</p> <p style="padding-left: 20px;">d) 6</p> <p>Q3 Either (From Unit 3)</p> <p style="padding-left: 20px;">a) 6</p> <p style="padding-left: 20px;">b) 6</p> <p>Or</p> <p style="padding-left: 20px;">c) 6</p> <p style="padding-left: 20px;">d) 6</p> <p>Q4 Either (From Unit 4)</p> <p style="padding-left: 20px;">a) 6</p> <p style="padding-left: 20px;">b) 6</p> <p>Or</p> <p style="padding-left: 20px;">c) 6</p> <p style="padding-left: 20px;">d) 6</p> <p>Q5 Solveall questions</p> <p style="padding-left: 20px;">a) (From Unit 1) 3</p> <p style="padding-left: 20px;">b) (From Unit 2) 3</p> <p style="padding-left: 20px;">c) (From Unit 3) 3</p> <p style="padding-left: 20px;">d) (From Unit 4) 3</p>	

GONDWANA UNIVERSITY GADCHIROLI

SYLLABUS

B.Com. – III (Semester – VI)

**Foundation Course – Compulsory Foundation
CORPORATE LAW**

Theory : 80

Internal Assessment : 20

- **Level of knowledge :** Basic Knowledge
- **Objectives :** To develop conceptual understanding of the fundamentals of Commercial Law. To impart skills in Development.

CONTENTS :

Unit – I : Factories Act, 1948 -

Meaning of Factory, Occupier, Provisions relating to Labour, health, Welfare, Safety, Employment of young Women & child persons, working conditions, Hours And leave.

Unit – II : Industrial Disputes Act, 1947 -

Definition of Industry, Industrial Disputes, Dispute Settlement Machinery, Problems as regards to strikes, lock outs, Lay off and Retrenchment & its Provisions and Rules

Unit – III : Right to Information Act, 2005-

Meaning of Information, Aims and Objectives, Right to information, Format of complaint Application and check-list fees charges for supply of Information, Appeal officer, Consequences of non supply of Information – Annexure “A” (Rule 3), Annexure “B” rule 5 (1), Annexure “C” Rule 5 (2).

Cyber Laws

Meaning, Definition and Scope, Security Concerns, Preventive Measures, Interception of Communication, Legal Identity. IT Act- Ethical issues of IT Cyber Crime, Piracy and Intellectual Property rights in IT Act.

Unit – IV : Customs Act

Basic concepts of customs Duty, Definitions and concepts classification of goods, Valuation of goods, levy and Exemptions of customs Duty, Importation, Exportation And Transportation of goods, warehousing, Demand of Duties and Refunds, Appeals, Revisions and settlements, penalties and offences.

BOOKS RECOMMENDED

- Right to Information Act, 2005 – Bare Act.
- Right to Information Act, 2005 – Books Published by Yashada, Yashwantrao Chavan, Vikas prakashan Probhodini – Rajhans prakashan)
- Information Manual, by Advocate, U.P. Deopujari, Nagpur Law House.
- Cyber Laws : by justice yatindra Singh, Universal Law publishing co. New Delhi.
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B Com SEMESTER - VI
Foundation Course – Compulsory Foundation
CORPORATE LAW
QUESTION PAPER PATTERN

Time : 3 Hours

Total Marks – 80 Marks
Internal Assessment - 20 Marks

Que. No. 1-Unit I	A) Theory	8
	B) Theory	8
	OR	
	C) Theory	16
Que. No. 2-Unit II	A) Theory	8
	B) Theory	8
	OR	
	C) Theory	16
Que. No. 3-Unit III	A) Theory	8
	B) Theory	8
	OR	
	C) Theory	16
Que. No. 4-Unit IV	A) Theory	8
	B) Theory	8
	OR	
	C) Theory	16
Que. No. 5		
	A) Theory(Unit I)	4
	B) Theory(Unit II)	4
	C) Theory (Unit III)	4
	D) Theory (Unit IV)	4

Gondwana University, Gadchiroli
B.Com VI thSem
Foundation Course-Elective Foundation Indian Economics(Rural)

Total Marks – 80 Marks
Internal Assessment - 20 Marks

Unit I

Indian Agriculture

- .Role of Agriculture in Indian Economy Nature & Importance of Indian Agriculture.
- . Agriculture marketing :Importance, Aspects, Limitations of Agriculture marketing, Co-operative marketing in India.
- . Agriculture price commission: meaning, Nature, causes of Fluctuation & attests of Agriculture pricing.

Unit II

Land Reforms in Rural India

- . Agriculture land in India: Meaning, Land system.
- Division, Fragmentation productivity of Indian Agriculture.
- . Land reforms: Type meaning, objective, type of land reforms in rural India.
- .Importance of forest in Indian rural economy.

Unit III

Agriculture Development Strategy

- . National Agriculture policy & State Agriculture policy.
- .National Agriculture Insurance scheme.
- .Agriculture supporting system-National Horticulture mission, fisheries, Livestock, Dairy-Farming & Green Agriculture.

Unit IV

Rural Development in India

- . Role of small scale & cottage Industries in rural Development:meaning,objective,Importance,problems,Remedies,Difference small scale & cottage industries.
- . Rural Development & water Management-Indian Agriculture & Irrigation, Drip Irrigation,(AIBP)Accelerated Irrigation Benefit programme.
- . Finance & Micro Finance for Rural Development NABARD, Land Development Bank, Rural Bank Money Lenders.

Book Recommended:

- .Agarwal.A.N.-Indian Economy
- .Datta and Sundaram-Indian Economy
- .Misra.S.K.andPuri.V.K.-Indian Economy
- .Guptu.N.S.-Industrial Economy of India
- .Mishra.R.P.-Rural Development
- . Government of India-Five year plans
- . Government of India-Economy suvey
- .Resrve Bank-Annual Reports on Currency and finance.
- .MkW-izdk'kuk- lkseydj jizk- jkts'klq/kkdjMksaxjs&Hkkjrh; xzkeh.kvFkZ'kkL=-
- MkW- th-,e- >kejs&Hkkjrh; vFkZ'kkL=-

B Com SEMESTER - VI
QUESTION PAPER PATTERN
INDIAN ECONOMICS (RURAL)

Time : 3 Hours

Total Marks - 80
Internal Assessment - 20 marks

Que. No. 1-Unit I	A) Theory	8
	B) Theory	8
	OR	
	C) Theory	16
Que. No. 2-Unit II	A) Theory	8
	B) Theory	8
	OR	
	C) Theory	16
Que. No. 3-Unit III	A) Theory	8
	B) Theory	8
	OR	
	C) Theory	16
Que. No. 4-Unit IV	A) Theory	8
	B) Theory	8
	OR	
	C) Theory	16
Que. No. 5		
	A) Theory(Unit I)	4
	B) Theory(Unit II)	4
	C) Theory (Unit III)	4
	D) Theory (Unit IV)	4

B.COM.FINAL
Semester- VI
BUSINESS COMMUNICATION-Paper -II

Theory: 60 Marks

InternalAssessment: 15 Marks

Objectives: This course is aimed at equipping the students with the necessary and Techniques and Skill of Communication.

Marks Allotment

Unit – I **15**

Communication Media

Characteristic of Print Media, Radio, Television, Internet etc., its application advantages and disadvantages.

Unit – II **15**

Organizational Communication

Company Manuals, House Journals, Placement Broachers, Information Booklets, Designing and Organizing Trade Fair and Conference.Its advantages and disadvantages. **Unit – III** **15**

Public Relations

Principles of Public Relations, Functions of Public Relation Officer, Corporate image, Creation of a Public image, Communication, with Government, Cordial Relation with Consumers.

Unit – IV **15**

Legal Aspects and Recent Trends

Legal Aspects of Business Communication, Recent trends in Communication, Communication Network, Characteristics and Types of Communication Network, Global Communication for E- Business, Its advantages, Modern forms of Communication-Fax, E-Mail, and Video Conferencing.

Books Recommended:

1. G. S. Rayudu : Media and Communication Management.
2. Mohan: Developing Communication Skills (Macmillan)
3. Guffey, Business Communication (Thomson Learning Books)
4. Bender : Secret of face to face Communication. (Macmillan)
5. Kapur : Business Correspondence and Communication Skill, S. Chand and Company
6. Keith Devis : Communication with Management
7. A.N.Kapoor : Business Correspondence and Communication Skill, S. Chand and Company, New Delhi.
8. Business Communication: AshaKaul, Prentice Hall of India
9. Business Communication: Urmila Rai and S. M. Rai, Himalayas Publishing House
10. EffectiveCommunication Skill: Ravi Agrawal, Sublime Publication, Jaipur

B Com SEMESTER - VI
QUESTION PAPER PATTERN
BUSINESS COMMUNICATION-Paper -II

Time : 3 Hours

Total Marks - 60 marks
Internal Assessment - 15 marks

Que. No. 1-Unit I	A) Theory	6
	B) Theory	6
	OR	
	C) Theory	12
Que. No. 2-Unit II	A) Theory	6
	B) Theory	6
	OR	
	C) Theory	12
Que. No. 3-Unit III	A) Theory	6
	B) Theory	6
	OR	
	C) Theory	12
Que. No. 4-Unit IV	A) Theory	6
	B) Theory	6
	OR	
	C) Theory	12
Que. No. 5		
	A) Theory(Unit I)	3
	B) Theory(Unit II)	3
	C) Theory (Unit III)	3
	D) Theory (Unit IV)	3

B. Com IIIrd Year
Semester –VI (CBCS)
ADVANCE ACCOUNTING - (Paper –II)

Theory - 60 Marks
Internal Assessment – 15 Marks

Objective: - To impart basic accounting knowledge

Unit- I

1. Accounts of Holding Companies – Accounting treatment and disclosure, consolidation of Balance sheet and profit and loss account. Simple problems involving to companies only
2. Government system of Accounting : Meaning need and scope (Theory only)

Unit-II

3. Investment Accounts:-

Introduction, Need, Investment in Securities, Cum. Interest and ex-interest transactions of purchases and sales, Entries for interest received, Brokerage, expenses on purchases and sales, valuation of closing investment by FIFO method and market price method

4. Human Resource Accounting: Meaning and technique of human resource accounting Valuation (Theoryonly)

Unit III

5. Accounts from Incomplete Records (Single Entry):-

Introduction, Ascertainment of profit or loss of sole trader, Statement of Affairs Method and conversion of single entry into double entry

Unit-IV

6. Double Account system

Accounting in public Utilities, Electricity, Gas & water Supply Company

B. Com IIIrd Year
Semester –VI (CBCS)
ADVANCE ACCOUNTING - (Paper –II)

Max. -60 Marks

Question -1 On Unit – I

- | | | |
|----|-------------------|----------|
| D) | Theory | 6 Marks |
| E) | Practical problem | 6 Marks |
| OR | | |
| F) | Practical problem | 12 Marks |

Question -2 On Unit – II

- | | | |
|----|-------------------|----------|
| D) | Practical problem | 6 Marks |
| E) | Practical problem | 6 Marks |
| OR | | |
| F) | Practical problem | 12 Marks |

Question - On Unit – III

- | | | |
|----|-------------------|----------|
| D) | Practical problem | 6 Marks |
| E) | Practical problem | 6 Marks |
| OR | | |
| F) | Practical problem | 12 Marks |

Question -4 On Unit – IV

- | | | |
|----|-------------------|----------|
| D) | Practical problem | 6 Marks |
| E) | Practical problem | 6 Marks |
| OR | | |
| F) | Practical problem | 12 Marks |

Question -5

- | | | |
|----|---------------------|---------|
| E) | Theory on Unit- I | 3 Marks |
| F) | Theory on Unit- II | 3 Marks |
| G) | Theory on Unit- III | 3 Marks |
| H) | Theory on Unit- IV | 3 Marks |

B.Com IIIrd Year
Semester – VI (CBCS)
INCOME TAX

Theory - 80 Marks
Internal Assessment – 20 Marks

Objective :- To impart basic Income tax knowledge

Unit- I

1. Introductory

- A) Previous Year and Assessment Year
- B) Definition, concept of Income
- C) Agricultural Income
- D) Residential Status. (Theory)
- E) Distinction between capital and Revenue receipts
- F) Introduction of Five Income Heads of Income Tax (Theory)
- G) Deduction under chapter VI-A

U/S/80C,80CCC,80CCD,80D,80DD,80DDB,80E,80G,80G
G,80U.

Unit-II

2. Computation of taxable Income from salary

Unit III

- 3. Income from House Property
- 4. Income Exempt from Tax

Unit-IV

- 5. Income from other sources
- 6. PAN and TAN (Meaning)

B. Com IIIrd Year
Semester – VI (CBCS)
INCOME TAX
Question Paper Pattern

Max.80 Marks

Question -1 On Unit – I

- | | |
|-----------|---------|
| A) Theory | 8 Marks |
| B) Theory | 8 Marks |
| OR | |
| C) Theory | 8 Marks |
| D) Theory | 8 Marks |

Question -2 On Unit – II

- | | |
|----------------------|----------|
| A) Practical problem | 8 Marks |
| B) Practical problem | 8 Marks |
| OR | |
| C) Practical problem | 16 Marks |

Question -3 On Unit – III

- | | |
|----------------------|---------|
| A) Practical problem | 8 Marks |
| B) Practical problem | 8 Marks |
| OR | |
| C) Practical problem | 8 Marks |
| D) Practical problem | 8 Marks |

Question -4 On Unit – IV

- | | |
|----------------------|---------|
| A) Practical problem | 8 Marks |
| B) Practical problem | 8 Marks |
| OR | |
| C) Practical problem | 8 Marks |
| D) Practical problem | 8 Marks |

Question -

- | | |
|----------------------|---------|
| A) Theory on Unit- I | 4 Marks |
| Theory on Unit- II | 4 Marks |
| Theory on Unit- III | 4 Marks |
| Theory on Unit-IV | 4 Marks |

B.COM.III (VI SEMISTER)
(Marketing Management)
Service Marketing

Theory - 40 Marks
Internal Assessment – 10 Marks

UNIT - I

10

Introduction to Service Market Concept, Growth of service sector, Nature, essential elements of services, classification of services, barriers of service organization, characteristics, Scope & range of services.

UNIT - II

10

Service Marketing Mix : Introduction, Characteristics, Scope, Development of new services, Kinds of new services, Stages of new service development, Attributes, Importance of physical evidence in service marketing, service quality.

UNIT - III

10

Marketing Of Services : Marketing challenges in service business, Marketing framework for service businesses, Service product development, Demand – Supply Management, 4P's of Marketing Services, Models of Service Marketing.

UNIT - IV

10

Monitoring customer Satisfaction : Introduction, Factors influencing customer satisfaction, monitoring and measuring customer satisfaction & its role in the buying process, retention rate and average customer lifetime.

BOOKS RECOMMENDED

1. Dr. Bodhankar S. & Dr. Kanetkar M. – Industrial & Service Marketing. (Shri Sainath Prakashan)
 2. B. Balaji – Services Marketing & Management (S. Chand & Company Ltd.)
 3. I. K. Chopde & A. M. Shaikh – Industrial management (S. Chand & Company Ltd.)
 4. M. S. Syed – Consumer Behaviour & Marketing Research (Shaz's Publication)
 5. Rashi Arora – Service Sector Management (Sheth Publication)
 6. K. Rama Mohan Rao - Services Marketing
 7. Harsh Verma - Services Marketing
 8. P K Ghosh - Industrial Marketing
 9. S. M. Jha – Service Marketing (Himalaya publishing house)
- Dr. P.N. Somalkar – Industrial & Service Marketing (SarSahitya Kendra)

B.Com. – III (Semester – VI)
(Marketing Management)
Service Marketing
QUESTION PAPER PATTERN

Total Marks = 40

Q. 1	A) Unit - I	4
	B) Unit - I	4
	OR	
	c) Unit - I	8
Q. 2	A) Unit - II	4
	B) Unit - II	4
	OR	
	c) Unit - II	8
Q. 3	A) Unit - III	4
	B) Unit - III	4
	OR	
	c) Unit - III	8
Q. 4	A) Unit - IV	4
	B) Unit - IV	4
	OR	
	c) Unit - IV	8
Q. 5	A) Unit - I	2
	B) Unit - II	2
	c) Unit - III	2
	D) Unit - IV	2

B.COM.III (VI SEMISTER)
Human Resource Development
(Lobor Law)

Theory - 40 Marks
Internal Assessment – 10 Marks

UNIT - I

10

Sources of Laws, The Constitution of India & Labour Laws, Definition(Article 12), Laws inconsistent with or in derogation of the fundamental rights(Article 13), Equality before law(Article 14),Prohibition of discrimination on grounds of religion, race, caste, sex or place of birth, languages, region (Article 15 & 21), Equality of opportunity in matters of public employment Reservation Policy (Article 16), Right to Form Unions & Closure (Article 19) Protection of life and personal liberty (Article 21), Education for Children (Article 21 A), Prohibition of traffic in human beings and forced labour (Article 23),

UNIT - II

10

The Contract Labour (Regulation & Abolition) Act, 1970 (CLRA) provisions:Introduction, Objectives & Applicability of the Act, Essential ingredients of Contract Labour (Regulation & Abolition) Act, 1970, Determination of “Appropriate Govt.” under the Act, Registration of Establishment and who is/ would be a Principal Employer, License by Contractor, Granting certificate of registration, Circumstances in which application for registration may be rejected, Responsibility & Liability of Principal Employer in respect to wages, welfare etc.

UNIT - III

10

Factories Act, 1948.Maternity Benefit Act, 1961.Payment of Bonus Act, 1965.Bombay Shops and Establishment Act, 1948.

UNIT - IV

10

The Apprentices Act, 1961.Minimum Wages Act, 1948Payment of Wages Act, 1936 Equal Remuneration Act, 1976

BOOKS RECOMMENDED

1. A. M. Shaikh – Human Resource Development and Management(S.Chand& Co.)
2. Dr. T. N. Bhagoliwal- Economics of Labour & Industrial Relations (Sahityabhawan Agra.)
3. Gupta - The Employees State Insurance Act.
4. Gupta - The Industrial Employment (Standing Order) Act,1946.
5. Malhotra- The Industrial Disputes Act, 1947.
6. Srivastava- Trade Union Act.
7. Malhotra L. C. - The Payment of Bonus Act.

B.Com. – III (Semester – VI)
Human Resource Development
(Lobor Law)

QUESTION PAPER PATTERN

Total Marks = 40

Q. 1	A) Unit - I	4
	D) Unit - I	4
	OR	
	E) Unit - I	8
Q. 2	A) Unit - II	4
	D) Unit - II	4
	OR	
	E) Unit - II	8
Q. 3	A) Unit - III	4
	D) Unit - III	4
	OR	
	E) Unit - III	8
Q. 4	A) Unit - IV	4
	D) Unit - IV	4
	OR	
	E) Unit - IV	8
Q. 5	A) Unit - I	2
	E) Unit - II	2
	F) Unit - III	2
	G) Unit - IV	2

B.Com. – III Semester - VI
BANKING AND INSURANCE (GROUP C)
Recent Trends in Banking & Insurance – Paper II

Theory – 40 Marks
Internal Assessment -10 Marks

Marks Allotment

- **Level of knowledge :** Basic Knowledge
- **Objectives :** To develop conceptual understanding of the fundamentals of Banking and Insurance, Recent Trends in Banking & Insurance Paper - II. To impart skills in Development.

CONTENTS

Unit- I :	Banking Laws – Meaning , Nature and Scope. Bank and Bank Customers – Meaning, Types of Customers, Types of Accounts. Bank – Customers Relationship – General Relationship, Special Relationship with reference to Right and Obligations.	10
Unit- II :	Negotiable Instruments – Meaning, Types, Cheque, Bills of Exchange and Promissory Notes, Features of Negotiable Instruments.	10
Unit- III :	Health Insurance – Health insurance schemes in India, Prospects of Health insurance, Long term hospitalization insurance policy, Mediclaim individual, Group mediclaim, Features of personal accident insurance policy	10
Unit- IV :	Bancassurance – Bancassurance in a global perspective, Bank Assurance in India, Bancassurance Models, Guidelines for Bancassurance, Bancassurance the success factor, future of Bancassurance.	10

Reference Books:-

1. Maheshwari S.N. – Banking Law and practices
2. Mugali V.M. Indian Banking
3. Desai Vasant – Indian Banking
4. Subba Rao P. – Principles and Practice of Bank Management
5. Bedi and Hardikar – Practical Banking Advances
6. The Negotiable Instruments Act
7. Insurance Management, Sahoo S.C. and Das S.C., Himalaya Publishing house
8. Insurance Principles and Practice, Mishra M.N. and Misra S.B., S. Chand & Company
9. Principles and Practice of Insurance, Periasamy P, Himalaya Publishing House
10. Modern Concepts of Insurance, Mishra M.N., S.Chand & Company
11. Insurance Theory and Practice, Bhargava B.D. , Pearl Books, Delhi
12. Insurance Fundamentals, Environment and Procedures, Bodha, Garg and KP sing Deep and Deep publications, Delhi

B.Com. – III (Semester – VI)
BANKING AND INSURANCE (GROUP C)
Recent Trends in Banking & Insurance – Paper II
QUESTION PAPER PATTERN

Total Marks = 40

Q. 1 A) Unit - I 4

F) Unit - I 4

OR

G) Unit – I 8

Q. 2 A) Unit - II 4

F) Unit - II 4

OR

G) Unit – II 8

Q. 3 A) Unit - III 4

F) Unit - III 4

OR

G) Unit – III 8

Q. 4 A) Unit - IV 4

F) Unit - IV 4

OR

G) Unit – IV 8

Q. 5 A) Unit - I 2

H) Unit - II 2

I) Unit - III 2

J) Unit - IV 2

B.Com. III (SEMESTER-VI) (CBCS)
(Information Technology)
PAPER-6: SOFTWARE PRODUCT & PROJECT MANAGEMENT

Max. Marks : 40

UNIT-I: Project Management

Management Spectrum, the People, the Product, the Process, the Project, Project Manager- Role and Responsibilities, Project Estimation- Introduction, Decomposition Techniques- Software Sizing, Problem Based Estimation, LOC Based, FP Based Estimation.

Unit-II: Testing, Risk Management & Quality

A Strategic Approach to Software Testing- Verification and Validation, Software Risks, Risk Identification –Assessing Overall Project Risk, Assessing Risk Impact, Risk Mitigation, Monitoring and Management, Quality Management- Quality Concept, Statistical Software Quality Assurance

UNIT-III: Microsoft Project

Introduction Microsoft Project, Menu Bar, Using the Toolbars: Using Tool Tips, Using the Standard Toolbar, Using the Formatting Toolbar, Open, Save, Save as Views, Changing to Calendar View, Changing the Look of the Calendar –for Printing). Using the Gantt Chart View: Opening the Gantt Chart View, Using the Components of the Gantt Chart View, Moving the Border Between the Panes, Understanding the Project Information: Starting a New Project, Using the Project Information, Window.

Unit-IV: Advanced Microsoft Project

Understanding the Project Calendar: Setting up a Working Calendar, Using Default, Working Time, Creating a New Calendar, Changing Default Working Time Changing Time for, Individual Days, Entering a Shut-Down Period, Linking Your New Calendar to the Project, Understanding File Properties: Understanding Properties, Examining Properties, Using Save and Save as: Saving and Saving As, Saving a Project for the First Time, Saving for Future Up-Date to the Project.

Books:

- 1) Dr. S. B .Kishor, “Software Product & Project Management”, Das Ganu Prakashan, ISBN-978-93-81660-28-7
- 2) Elias M. Award, “System Analysis and Design”, Galgotia Publication
- 3) Newton, ” Project Management Step By Step “, Pearson Publication, ISBN-9788131719152
- 4) Maylor, ”Project Management”, 3rd Ed., Pearson Pub., ISBN-9788177580365.

References:

- 1) White, Bentley, Dittman, “System Analysis and Design Methods”, McGraw-Hill Royce, ” Software Project Management”, Pearson Publication, ISBN- 978177583786

B.Com - III (SEMESTER – VI) CBCS

Paper–VI

Project

[Max. Marks: 50]

Guidelines for Project

Instruction:

Towards the end of the Sixth semester of study, a student will be examined in the Course “Project Work”.

- a. Project Work may be done individually or in groups (Maximum 5 students) in case of bigger projects. However if project is done in groups, each student must be given a responsibility for a distinct module and care should be taken to monitor the progress of individual student.
- b. The Project Work should be done using the tools covered in B.Com
- c. The Project Work should be of such a nature that it could prove useful or be relevant from the System-oriented/Application/commercial / management angle.
- d. The project work will carry 50 marks.
- e. The external viva-voce examination for Project Work would be held as per the Examination Time Table of the second year of study, by a panel of one external and one Internal examiner.
- f. Head/Co-ordinator of Computer Dept. must reject any project title which was already carried out in any computer course in the college. He must maintain a Record that lists the projects along with other detail (like Guide, Session, and Number of students working on project etc) that was carried out so far and must be shown to external examiner at the time of examination.

Types of Project

As majority of the students are expected to work out a project in some industry/research and development laboratories/educational institutions/software export companies, it is suggested that the project is to be chosen which should have some direct relevance in day-to-day activities of the candidates in his/her institution. The Applications Areas of project – Financial / Marketing / Database Management System/ Relational Database Management System / E-Commerce / Internet / Manufacturing / web Designing /Hardware and Software interaction based etc.

Project Proposal (Synopsis)

The project proposal should be prepared in consultation with the guide. The Project Guide May alter the sequence as given below depending upon the nature of project.

Guide :The project guide must be a person having minimum Qualification M.C.M / M.Sc. (Computer Science) / MCA. The project proposal should clearly state the objectives and environment of the proposed project to be undertaken. It should have full details in the following form:

- **Title of the Project**
- Objectives and Hypothesis of the Project
- Project Category (DBMS/RDBMS/OOPS/Web Designing/Internet etc.)
- Tools/Platform, Languages to be used
-

Project Report Formulation.

1. Title Page.
2. Certificate Page.
3. Declaration Page.
4. Acknowledgment Page.
5. Index or Content Page.
6. Documentation.
 - a) Introduction/Objectives.
 - b) Project Category.
 - c) Software Requirement Specification.
 - d) System Design.
 - Source Code.
 - Input screen & Output Screen.
7. Future Scope of the project.
8. Bibliography
9. Appendix *(if any)

Appendix-3
Pattern of Question Paper

General Rules and Regulations regarding pattern of question paper for the semester end examination is as given below:

1. There will be four units in each paper.
2. Question paper will consist of five questions, each of 8 marks.
3. Four questions will be based on four units with internal choice.
4. Fifth question will be compulsory with questions from each of the four units having equal weightage and there will be no internal choice.

B.Com – [III] Paper Code:	Bachelor of Commerce Semester – [VI] Paper: Information Technology
Time: 3 Hours]	[Max. Marks: 40
Note: 1) All questions are compulsory and carry equal marks. 2) Draw Neat and Labeled diagram and use supporting data wherever necessary. 3) Avoid vague answers and write specific points/answer related to questions.	
<hr style="border-top: 1px dashed black;"/>	
Q1 Either (From Unit 1)	
a)	4
b)	4
Or	
c)	4
d)	4
Q2 Either (From Unit 2)	
a)	4
b)	4
Or	
c)	4
d)	4
Q3 Either (From Unit 3)	
a)	4
b)	4
Or	
c)	4
d)	4
Q4 Either (From Unit 4)	
a)	4
b)	4
Or	
c)	4
d)	4
Q5 Solve all questions	
a)(From Unit 1)	2
b) (From Unit 2)	2
c)(From Unit 3)	2
d) (From Unit 4)	2