

**Nagindas Khandwala College of Commerce, Arts and Management Studies
(Autonomous)
Affiliated to Mumbai University**

B. Com in Banking & Insurance (BBI)

For Students Admitted from A.Y. 2017-2018 & Onwards

SYBBI - Semester III							
Course Code	Course	Hrs. of Instruction/ week	Exam Duration (Hours)	Maximum Marks			Credits
				CIE	SEE	Total	
1631UBIFM	Part II Core I Financial Markets	3	2 ½ hrs	25	75	100	3
1632UBIFM-I	Core 2 Financial Management- I	3	2 ½ hrs	25	75	100	3
1633UBIMA	Core 3 Management Accounting	3	2 ½ hrs	25	75	100	3
1634UBIDT	Core 4 Direct Taxation	3	2 ½ hrs	25	75	100	3
1635UBIIT	DSE (Core) 1 Information Technology in Banking & Insurance	3	2 ½ hrs	25	75	100	3
1636UBIOB	DSE (Core) 2 Organisational Behaviour	3	2 ½ hrs	25	75	100	3
1637UBIFC	DSE (allied) 1 Foundation Course – III (An overview of banking sector)	2	2 ½ hrs	25	75	100	2
	Total	20					20

**Revised Syllabus of Courses of B.Com. (Banking & Insurance) Programme at
Semester III
with Effect from the Academic Year 2017-2018**

Course	Hours of instructions per week	Exam duration (hrs)	Maximum Marks			Credits
			CIE	SEE	total	
Part II Core 1 Financial Markets 1631UBIFM	3	2 1/2	25	75	100	3

Financial Markets

Modules at a Glance

Sr. No.	Modules	No. of Lectures
1	Indian financial System	15
2	Financial Markets in India	15
3	Commodity Markets	15
4	Derivatives Market	15
Total		60

Sr. No.
1

Modules / Units
Indian Financial System

A) Introduction, Meaning, Functions of financial system,

Indian financial system from financial neutrality to financial activism and from financial volatility to financial stability, Role of Government in financial development, Overview of Phases of Indian financial system since independence (State Domination – 1947-1990, Financial sector reforms 1991 till Financial Sector Legislative Reforms Commission 2013), Monitoring framework for financial conglomerates.

B) Structure of Indian Financial System – Banking & Non-Banking Financial Institutions, Organized and Unorganized Financial Markets, Financial Assets/Instruments, Fund based & Fee Based Financial Services.

2

Financial Markets in India

A) Indian Money Market – Meaning, Features, Functions, Importance, Defects, Participants, Components of Organized and Unorganized markets and Reforms

B) Indian Capital Market - Meaning, Features, Functions, Importance, Participants, Instruments, Reforms in Primary and Secondary Market.

C) Indian Stock Market - Meaning and functions of Stock Exchange- NSE and BSE.

D) Equity Market – Primary Market, IPO, Book Building, Role of Merchant Bankers, ASBA , Green Shoe Option, Issue of Bonus shares, Right Shares, Sweat Equity shares, ESOP.

E) Indian Debt Market –Market Instruments, Listing, Primary and Secondary Segments

3

Commodity Market

Introduction to commodities market - Meaning History & origin, Types of commodities traded,

Structure of commodities market in India,

Participants in commodities market, Trading in commodities in India(cash & derivative segment),

Commodity exchanges in India & abroad

Reasons for investing in commodities.

4

Derivatives Market

Introduction to Derivatives market- Meaning, History & origin,

Elements of a derivative contract,

Factors driving growth of derivatives market,

Types of derivatives, Types of underlying assets, Participants in derivatives market, Advantages & disadvantages of trading in derivatives market,

Current volumes of derivative trade in India,

Difference between Forwards & Futures

Course	Hours of instructions per week	Exam duration (hrs)	Maximum Marks			Credits
			CIE	SEE	total	
Core 2 Financial Management- I 1632UBIFMI	3	2 1/2	25	75	100	3

Financial Management- I

Modules at a Glance

Sr. No.	Modules	No. of Lectures
1	Introduction to Finance and Financial Management	15
2	Financial Goal setting and time value of money	15
3	Investment decisions- Capital budgeting	15
4	Financial decisions	15
Total		60

Modules / Units
<p>Introduction to Finance and Financial Management</p> <p>A) Introduction to Finance</p> <ul style="list-style-type: none"> <input type="checkbox"/> Meaning and definition of finance <input type="checkbox"/> Importance of finance <input type="checkbox"/> Types of Finance: Public and Private <input type="checkbox"/> Sources of finance <p>1. Long Term Sources : Term Loans, Debentures, Bonds, Zero Coupon bonds, Convertible Bonds, Equity shares, Preference shares, CD, CP, Public Deposits</p> <p>2. Short Term Sources: Bank Finance, Trade Credit ,Other Short Term Sources</p> <p>3. Venture Capital and Hybrid Financing</p> <p>B) Financial Management</p> <ul style="list-style-type: none"> <input type="checkbox"/> Meaning and Importance of Financial Management <input type="checkbox"/> Scope of Financial Management <input type="checkbox"/> Functions and Objectives of Financial Management <input type="checkbox"/> Primary Objective of Corporate Management <input type="checkbox"/> Agency Problem <input type="checkbox"/> Organization of Finance Function <input type="checkbox"/> Emerging role of Finance Managers in India.

C) Objectives of the Firm

- Profit Maximization and Shareholders Wealth Maximization,
- Profit V/s Value Maximization

2. Financial Goal Setting & Time value of Money

A) Financial Goal Setting

- Introduction
- Financial Forecasting – Meaning, Techniques, Benefits
- Approaches to Financial Planning
- Economic Value Added (EVA)– Measurement & Components
- Free Cash Flow (FCF) -

B) Time Value of Money

- Concept
- Present Value
- Annuity
- Techniques of Discounting
- Techniques of Compounding,

3. Investment Decisions: Capital Budgeting

A) Capital Budgeting

- Nature of Capital Budgeting
 - Purpose of Capital Budgeting
 - Capital Budgeting Process
 - Types of Capital Investment
 - Basic Principle of Measuring Project Cash Flows
 - Increment Principle, Long Term Funds Principle, Exclusion of Financial Cost Principle, Post Tax Principle
- Probability techniques for measurement of cash flows
 - Capital Budgeting Techniques: Net Present Value Profitability Index and Discounted Pay Back Method.
 - A Comparison; Project Selection Under Capital Rationing
(Note: Problems on computation of cash flow, ranking of projects on various techniques, selection and analysis with / without capital rationing)

4. Financial Decisions

A) Cost of Capital :

- Introduction and Definition of Cost of Capital
- Measurement of Cost of Capital
- Measurement of WACC using book value and market value method.
- Measuring Marginal Cost of Capital

B) Capital Structure Decisions:

- Meaning and Choice of Capital Structure
- Importance of Optimal Capital Structure
- EBIT -EPS Analysis
- Capital Structure Theories
- Dividend Policies (Walter & Gordon)

Reference Books

- I MPandey, Vikas Publishing House.
- M.Y.Khan, P.K.Jain, Tata McGraw Hill.
- Ravi M Kishore, Taxman
- James C Van Horne, Prentice Hall
- Prassana Chandra, Prentice Hall.
- Chandra Haribariran Iyer: IBHL Publication.

Course	Hours of instructions per week	Exam duration (hrs)	Maximum Marks			Credits
			CIE	SEE	total	
Core 3 Management Accounting 1633UBIMA	3	2 1/2	25	75	100	3

Management Accounting

Modules at a Glance

Sr. No.	Modules	No. of Lectures
1	Introduction	15
2	Interpretation of financial statements	15
3	Marginal and absorption costing	15
4	Managerial decision making	15
Total		60
Modules / Units		
Introduction		
Overview of Management Accounting (Scope, functions & objectives) Treasurer and Controller (Compare & contrast roles) Meaning and use of different costs for different purposes <ul style="list-style-type: none"> • Product costs and period costs • Direct costs and indirect costs • Cash costs and non-cash costs • Opportunity costs • Specific costing concept relevant to insurance sector MIS Management Information System <ul style="list-style-type: none"> • Concept, need, characteristics, role, limitations, MIS and computers • Different types of reports 		
Interpretation of financial statements		
1. Interpretation of financial statements with the help of <ul style="list-style-type: none"> • Notes to Accounts • Directors' report and auditor's report (Contents and importance of notes to accounts, 		

director's report and auditor's report)

2. Cost audit: (items covered under cost audit rules, functions and scope of cost audit, cost audit program under companies act)

Marginal and absorption costing

Marginal and absorption costing

- Meaning, advantages and limitations
- Cost volume profit analysis –meaning & computation of breakeven point, break even sales (units) ,break even sales, margin of safety
- Single limiting factor analysis where a company has restricted freedom of action.
- Graphical linear programming (including an explanation of shadow price)

Managerial decision making

Product mix decisions, make or buy decisions, operation or shut down decisions, accept-reject export orders

Reference Books

- Cost management – Saxena and vashist
- Cost and management accounting – Ravi N Kishor
- Essential of management accounting – P.N.Reddy, Himalaya publication.
- Advanced Management Accounting – Robert S Kailer.
- Financial of management Accounting – S.R. Varshey, Wisdom.
- Intorduction of management accounting learning – Charbs T Horngram, PHI.
- Magament Accountig – I.M Pandey, Vikas Publications.
- Cost and management accounting – D.K.Mattal, Galgotia Publications.
- Cost accounting Theory and Practice-M.N.Arora,Sultan Chand and sons.
- Management Accounting – Khan and Jain, Tata Megraw Hill.
- Management Accounting – R.P.Rastogi.

Course	Hours of instructions per week	Exam duration (hrs)	Maximum Marks			Credits
			CIE	SEE	total	
Core 4 Direct Taxation 1634UBIDT	3	2 1/2	25	75	100	3

Direct Taxation

Modules at a Glance

Sr. No.	Modules	No. of Lectures
1	Basic Terms (S: 2, 3, and 4) & Scope of Total Income Based on Residential Status (S: 5 & 6 both)	15
2	Heads of Income	15
3	Deduction from total Income	15
4	Computation of total Income for Individual	15
Total		60

Sr. No.	Modules /
I	Basic Terms (S: 2, 3, and 4) & Scope of Total Income Based on Residential Status (S: 5 & 6 both) Assessee , Assessment, Assessment Year, Annual value Business, Capital Assets, Income, Person, Previous Year Transfer Scope of total Income based on Residential Status (S;5&6 both)

II	Heads of Income (S: 14; 14A)
	<ul style="list-style-type: none"> i. Salary (S: 15 to 17) ii. Income from House Properties (S: 22 to 27) iii. Profit and Gain From Business (S:28, 30, 31, 32, 35, 35D, 36, 37, 40, 40A and 43B) iv. Capital Gain (S: 45, 48, 49, 50, 54) v. Income from Other Sources (S: 56 to S: 59) Exclusions From Total Income (S: 10) vi. Exclusion related to specified heads to be covered with relevant head.eg. Salary, Business Income, Capital Gain, Income from Other Sources
III	Deduction from Total Income
	S 80C, 80CCC, 80D, 80DD, 80E, 80 U
IV	Computation of Total Income for Individual

Reference Books
<p>Direct Taxes Law & Practice –V.K. Singhanian</p> <p>Direct Taxes Laws - T.N. Manohara</p> <p>Professional Approach Direct Taxes – Ahuja & Gupta</p> <p>Service Tax – V.S. Datey</p> <p>Direct Taxes Law & Practice - Dinkar Pagare.</p> <p>Service Tax- Sanjeev Agarwal & Parthsarthy</p> <p>Personal Investment & Tax Planning Yearbook - N.J. Ysaswy,</p> <p>Law and Income Tax - A.C. Sampathy Iyengar, Bharat Publishing House, Allahabad.</p> <p>Master Guide to Income Tax Act - Pradeep S. Shah & Rajesh S. Kadakia, Taxmann</p> <p>Direct Taxes - Dr. B.B. Lal</p> <p>Income Tax and Central Sales Tax by Girish Ahuja , Ravi Gupta, jain book depot.</p> <p>Indirect Taxes by V.S.Datey published by Taxmann</p> <p>Service Tax Reckoner V.S.Datey published by Taxmann</p> <p>Service Tax S.S. Gupta published by Taxmann</p>

Course	Hours of instructions per week	Exam duration (hrs)	Maximum Marks			Credits
			CIE	SEE	total	
DSE (Core) 1 Information Technology in Banking & Insurance 1635UBIIT	3	2 1/2	25	75	100	3

Information Technology in Banking & Insurance

Modules at a Glance

Sr. No.	Modules	No. of Lectures
1	Introduction to Electronic Commerce	15
2	E Banking	15
3	MS –Office: Packages for Institutional Automation	15
4	Cyber Law & Cyber Security	15
Total		60

Modules / Units

Introduction to Electronic Commerce

- A)** E-Commerce Framework, E-Commerce and media convergence, anatomy of E-Commerce Applications, E-Commerce Consumer and Organization Applications
- B) The network Infrastructure for Electronic Commerce** - Market forces influencing the I-way, Components of I-way, Network Access Equipment
- C) E-Commerce and World Wide Web-** Architectural framework of E-Commerce, WWW and its architecture, hypertext publishing, technology behind the Web, Security and the web

E-banking

- A)** Meaning, definition, features, advantages and limitations- core banking, the evolution of e-banking in India, Legal framework for e-banking.
- B) Electronic Payment System**
Types of Electronic Payment Systems, Digital Token-based EPS, Smart Card EPS, Credit Card EPS, Risk in EPS, Designing an EPS

MS-Office: Packages for Institutional Automation:

- A) Ms-Word:** Usage of smart art tools, bookmark, cross-reference, hyperlink, mail merge utility and converting word as PDF files.
- B) Ms-Excel:** Manipulating data, Working with charts, Working with PIVOT table and what-if analysis; Advanced excel functions-Vlookup (),hlookup(),PV(), FV(),average(),goal seek(),AVERAGE(), MIN(), MAX(), COUNT(),COUNTA(), ROUND(), INT(), nested functions, name ,cells/ranges/constants,relative, absolute & mixed cell references, >,<=operators, Logical functions using if, and, or =, not, date and time functions & annotating formulae.
- C) Application in Banking and Insurance Sector** – Calculation of Interest, Calculation of Instalment, Calculation of Cash Flow, Calculation of Premium, Calculation of risk coverage in Insurance and Reporting.

Cyber Law & Cyber Security:

- A) Need of Cyber Law, History of Cyber Law in India**
- B) Cyber Crimes:**
Various threats and attacks, Phishing, Key Loggers, Identity Theft, Call & SMS forging, e-mail related crimes, Denial of Service Attacks, Hacking, Online shopping frauds, Credit card frauds, Cyber Stalking
- C) Cyber Security:**
Computer Security, E-Security, Password Security and Reporting internet fraud

Course	Hours of instructions per week	Exam duration (hrs)	Maximum Marks			Credits
			CIE	SEE	total	
DSE (Core) 2 Organisational Behaviour 1636UBIOB	3	2 1/2	25	75	100	3

Organisational Behaviour

Modules at a Glance

Sr. No.	Modules	No. of Lectures
1	The Individual Behaviour	15
2	The Group Dynamics	15
3	The Organizational Dynamics	15
4	Organization Behaviour In Financial Services	15
Total		60

Modules / Units

The Individual Behaviour

- A) Personality:** Meaning, Determinants of Personality, Major personality traits influencing OB, The Big Five Model, Trait Theory of personality, Psychoanalytic theory of Personality, Freud Stages of Personality Development, Locus of Control, Self-Monitoring.
- B) Learning:** Meaning and Definition of Learning-The Learning Process, Principles of Learning, Theories of Learning-Classical conditioning, Operant Conditioning, Social Learning Theory, Learning through Reinforcement, Learning by Observing, Learning through Experience.
- C) Perception-Meaning,** Factors Influencing Perception, Attribution Theory, Improving Perceptions-Johari Window, Empathy.
- D) Workplace Emotions, Values and Ethics:** Meaning of Emotions, Cognitive Dissonance, Emotional Dissonance, Managing Emotions at Work (Emotional Labor) - The Six Universal Emotions. Meaning and Types of Values, Sources of Value systems, Values across Cultures, Values and Ethical Behaviour.
- E) Individual Decision Making:** How are Decisions made in organization, Decision Making process, Decisional Styles.

2 The Group Dynamics

- A) Group Communication:** Importance, Corporate Communication – Need, Importance and Techniques of Corporate Communication
- B) Power and Politics:** Meaning of Power, Bases of Power, Power Tactics, Organizational Politics, Reasons for Organizational Politics, Managing Organizational Politics.
- C) Negotiations:** Meaning, Process, Strategies, Third Party Negotiations, Crisis Negotiations, Focus Areas of Negotiations.
- D) Transactional Analysis Model:** Types of Transactions, Ego states, Life Positions, Elaboration of Transactional styles.
- E) Virtual teams and Group Cohesiveness:** Structure, Types, Stages in Management of Virtual teams, Features of Cohesive Groups, Effects/Consequences/Impact of Group Cohesion.
- F) Group Decision-Making:** Advantages, Disadvantages, Assumptions, Managing Group Decision-Making, Strength and Weakness of Group Decision-Making.

3 The Organizational Dynamics

- A) Organization structure:** Meaning, Meaning and key features of the concept of Centralization, Decentralization, Span of control and Departmentation, Simple structure, Bureaucratic & Matrix structure.
- B) New design options:** Team structure, Virtual organizations, Boundary less organizations
- C) Organization structure differentiation:** Strategy, Organisation Size, Technology&Environment, Organizational designs and employee behaviour.
- D) Organizational Climate:** Impact of Communication, Impact of Rewards & Punishment, Quality work life with reference to Banking & Insurance, Job Frustration-Sources, Causes, Effects, Ways to Overcome Frustration, Impact of Frustration on Banking and Insurance companies.

4 Organization Behaviour In Banking and Insurance Sector

- A) Practices of OB in Banks and Insurance
- B) Issue of organization behaviour in Banks**
- C) Strategies to manage issues of organization behaviour in banks
- D) Case Studies – Transfer, Promotion, Separation.

Reference Books

Stephen P. Robbins “*Organizational Behavior*” Prentice Hall of India Private Ltd

Mirza S. Saiyadain “*Organizational Behaviour*” Tata Mc. Graw Hill.

John Bratton “*Work and Organizational Behaviour*” Militza Callinan Carolyn Forshaw and Peter Sawchuk Palgrave Macmillan, New York.

Margie Parikh and Rajen Gupta “*Organizational Behaviour*” Tata Mc. Graw Hill Education Private Limited, New Delhi.

Suja Nair “*Organizational Behaviour*” Himalaya Publishing House, Mumbai.

John. R. Schermerhorn, James Hunt, Richard Osborn, Mary Ulh Bien, “*Organizational Behaviour*” John Wiley and Sons Publications, San Francisco.

Don Hellriegel & John W. Slocum “*Organizational Behaviour*”, South Western Cengage Learning Publications.

Joan V. Gallos “*Organizational Development*” John Wiley and Sons Publications, San Francisco

Course	Hours of instructions per week	Exam duration (hrs)	Maximum Marks			Credits
			CIE	SEE	total	
DSE (Core) 2 Foundation Course-III (An overview of Banking sector) 1636UBIOB	3	2 1/2	25	75	100	2

Sr. No.	Modules	No. of Lectures
1	An overview of Banking Industry	15
2	Commercial Banking and Customer Banker Relationship	15
3	Universal Banking and Technology in Banking sector	15
4	Micro Finance and financial inclusion	15
Total		60

Modules / Units

1 An Overview of Banking Industry

- Definition of Banks, Types of Banks, Principles of Banking
- Banking System in India, Overview of RBI, Public, Private, Co-operative, Payment Bank, Regional Rural Banks
- Emerging trends of banking - Universal banking, electronic banking, globalization of banking.
- Brief history of banking sector reforms from 1991-2000 and Current developments in banking sector
- Regulatory Architecture – Overview of Banking Regulation Act 1949, Banking Regulation Act(Amendment 2015), Payment and Settlement Act 2007, Negotiable Instrument Act 1881, BIS, Basel I, II and III.
- Bank Crises in India
- Critical Evaluation of Banking Industry in India

2 Commercial Banking and Customer – Banker Relationship

- Definition and meaning of Commercial Bank, Evolution of Commercial Banking in India, Functions of Commercial Bank , Services offered by Commercial Bank.
- Retail Banking – Meaning, Features, Significance of Retail Banking and Overview of its products
- Corporate Banking -Meaning, Features, Significance of Corporate Banking and Overview of its products
- Rural Banking - Meaning, Features, Significance of Rural Banking and Overview of its products
- Banking Ombudsman – Meaning and Functions

3

Universal Banking & Technology in Banking sector

A) Universal Banking

- Concept of Universal Banking, Evolution of Universal banking ,Services to Government, Payment & Settlement, Merchant Banking, Mutual Fund, Depository Services, Wealth Management, Portfolio Management Bancassurance, NRI Remittance.

B) Technology in Banking

- Features, norms and Limitations of E- banking, Mobile Banking, Internet Banking, RTGS, POS Terminal, NEFT, IMPS, Brown Label ATM's, White Label ATM's, NUUP, AEPS, APBS, CBS, CTS, Digital Signature , M- Wallets , Online opening of bank accounts – savings & current, and application for credit cards, loan.
- Applicability of KYC norms in Banking Sector.

4

Microfinance & Financial Inclusion

A) Microfinance

- Introduction, Need and Code of Conduct for Microfinance Institutions in India,
- Advantages, Purpose, Limitations and Models of SHG – Bank Linkage Program.
- Role of NABARD and SIDBI,

- Portfolio Securitization,

- SHG-2, NRLM and SRLM ,
- Priority Sector and its Classification

B) Financial Inclusion

- Need & Extent
- RBI Committee Report of Medium Term Path on Financial Inclusion 2015, World Findex Report 2015, NISM Report 2015, (Only Brief Extracts relating to bank account holdings and credit taken and contrast between developing and developed nations.)
- Features & Procedures of Pradhan Mantri Jan Dhan Yojana, and PM Mudra Yojana.
- Features, procedures and significance of Stand up India Scheme for Green Field

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B. Com in Banking & Insurance (BBI)

For Students Admitted from A.Y. 2017-2018 & Onwards

SYBBI - Semester IV							
Course Code	Course	Hrs. of Instruction / week	Exam Duration (Hours)	Maximum Marks			Credits
				CIE	SEE	Total	
1641UBIBE	Part II Core I Business Economics-II	3	2 ½ hrs	25	75	100	3
1642UBIFM -II	Core 2 Financial Management –II	3	2 ½ hrs	25	75	100	3
1643UBICA	Core 3 Cost Accounting	3	2 ½ hrs	25	75	100	3
1644UBICL	Core 4 Corporate & Securities Law	3	2 ½ hrs	25	75	100	3
1645UBIIT- II	DSE (Core) 1 Information Technology in Banking & Insurance – II	3	2 ½ hrs	25	75	100	3
1646UBIEM	DSE (Core) 2 Entrepreneurship Management	3	2 ½ hrs	25	75	100	3
1647UBIFC- IV	DSE (allied) 1 Foundation Course –IV (An overview of insurance sector)	2	2 ½ hrs	25	75	100	2
	Total	20					20

**Revised Syllabus of Courses of B.Com. (Banking & Insurance) Programme at Semester IV
with Effect from the Academic Year 2017-2018**

Course	Hours of instructions per week	Exam duration (hrs)	Maximum Marks			Credits
			CIE	SEE	total	
Part II Core 1 Business Economics-II 1641UBIBE	3	2 1/2	25	75	100	3

Business Economics-II
Modules at a Glance

Sr. No.	Modules	No. of Lectures
1	Introduction to Macroeconomic Data and Theory	15
2	Money, Inflation and Monetary Policy	15
3	Constituents of Fiscal Policy	15
4	Open Economy : Theory and Issues of International Trade	15
Total		60

1 Introduction to Macroeconomic Data and Theory

Macroeconomics: Meaning, Scope and Importance.

Circular flow of aggregate income and expenditure: closed and open economy models

The Measurement of national product: Meaning and Importance - conventional and Green GNP and NNP concepts - Relationship between National Income and Economic Welfare.

Short run economic fluctuations : Features and Phases of Trade Cycles

The Keynesian Principle of Effective Demand: Aggregate Demand and Aggregate Supply - Consumption Function - Investment function - effects of Investment Multiplier on Changes in Income and Output

2 Money, Inflation and Monetary Policy

Money Supply: Determinants of Money Supply - Factors influencing Velocity of Circulation of Money

Demand for Money : Classical and Keynesian approaches and Keynes' liquidity preference theory of interest

Money and prices : Quantity theory of money - Fisher's equation of exchange - Cambridge cash balance approach

Inflation: Demand Pull Inflation and Cost Push Inflation - Effects of Inflation- Nature of inflation in a developing economy.

Monetary policy : Meaning, objectives and instruments, inflation targeting

3 Constituents of Fiscal Policy

Role of a Government to provide Public goods-Principles of Sound and Functional Finance

Fiscal Policy: Meaning, Objectives - Contra cyclical Fiscal Policy and Discretionary Fiscal Policy

Instruments of Fiscal policy : Canons of taxation - Factors influencing incidence of taxation - Effects of taxation Significance of Public Expenditure - Social security contributions- Low Income Support and Social Insurance Programmes - Public Debt - Types, Public Debt and Fiscal Solvency, Burden of debt finance

Union budget -Structure- Deficit concepts-Fiscal Responsibility and Budget Management Act.

4 Open Economy : Theory and Issues of International Trade

The basis of international trade : Ricardo's Theory of comparative cost advantage - Heckscher – Ohlin theory of factor endowments - terms of trade - meaning and types - Factors determining terms of trade - Gains from trade - Free trade versus protection

Foreign Investment : Foreign Portfolio investment- Benefits of Portfolio capital flows- Foreign Direct Investment - Merits of Foreign Direct Investment - Role of Multinational corporations

Balance of Payments: Structure - Types of Disequilibrium - Measures to correct disequilibrium in BOP.

Foreign Exchange and foreign exchange market : Spot and Forward rate of Exchange - Hedging, Speculation and Arbitrage -Fixed and Flexible exchange rates- Managed flexibility

Reference books:

- Ackley.G (1976), Macro Economic Theory and Policy, Macmillan Publishing Co. New York
- Ahuja. H.L., Modern Economics — S.Chand Company Ltd. New Delhi.
- Bhatia H.L.: Public Finance. Vikas Publishing House Pvt. Ltd

- Dornbush , Fisher and Startz, Macroeconomics, Tata-Mac Graw Hill, New Delhi.
- Dwivedi, D.N. (2001), Macro Economics: Theory and Policy, Tata-Mac Graw Hill, New Delhi.
- Friedman Hilton (1953) Essays in Positive Economics, University of Chicago Press, London.
- Francis Cherunilam International Economics Tata McGraw – Hill Publishing Co. Ltd. NewDelhi.
- Gregory .N. Mankiw, Macroeconomics, Fifth Edition (2002) New York:Worth Publishers
- Jhingan, M.L., Principles of Economics — Vrinda Publications (P) Ltd.
- Jhingan M.L. – International Economics – Vrinda publication Pvt. Ltd - Delhi
- Musgrave, R.A and P.B. Musgrave (1976) : Public Finance in Theory and Practice, Tata McGraw Hill, Kogakusha, Tokyo
- Shapiro, E (1996), Macro-Economic Analysis, Golgotha Publication, New Delhi.
- Singh.S.K. (2014): Public finance in Theory and Practice, S.Chand &co Pvt Ltd, New Delhi
- Salvatore Dominick – International Economics – John Wiley & sons, Inc Singapore
- Vaish .M.C. (2010) Macro Economic Theory 14th edition, Vikas Publishing House(P)Ltd

Course	Hours of instructions per week	Exam duration (hrs)	Maximum Marks			Credits
			CIE	SEE	total	
Core 2 Financial Management –II 1642UBIFM-II	3	2 1/2	25	75	100	3

**Financial Management –II
Modules at a Glance**

Sr. No.	Modules	No. of Lectures
1	Working Capital Management	15
2	Management of Components of Working Capital	15
3	Financial Planning	15
4	Financial Policy and Corporate Strategy	15
Total		60

Units 1 Working Capital Management

Management of Working Capital in India

Estimating working capital needs

Operating or working capital cycle

Working Capital Financing: Trade Credit; Bank Credit; Commercial Papers; Certificate of Deposits (CDs); Financing.

Unit 2 Management of Components of Working Capital

Management of Cash and Marketable Securities: Motives for Holding Cash; Objectives of Cash Management; Factors Determining Cash Needs; Basic Strategies of Cash Management; Cash Management Techniques / Processes; Marketable Securities; and Cash Management Practices in India.

Receivables Management: Objectives; Credit Policies; Credit Terms; and Collection Policies.

Inventory Management: Objectives; and Techniques.

Unit 3 Financial Planning

Introduction

Meaning and Essentials of Budget

Types of Budget

Advantages of Budgeting

Zero Based Budgeting

Master Budget.

Sales Budget, Production Budget, Material Budget, Cash Budget and Flexible Budget.

Unit 4 Financial Policy and Corporate Strategy

Meaning of Strategic Financial Management

Strategic financial decision making framework

Functions of Strategic financial management

Business Risk and Financial Risk

Introduction, Debt v/s Equity Financing, Types of Leverage, Investment Objective/Criteria for Individuals/Non-Business Purpose.

Reference Books

- Financial Management: I M Pandey, Vikas Publishing House.
- Financial Management: M.Y. Khan, P.K. Jain, Tata McGraw Hill.
- Financial Management : Ravi M Kishore, Taxman
- Financial Management : James C Van Horne, Prentice Hall
- Financial Management: Prassana Chandra, Prentice Hall.
- Financial Management: Chandra Haribariran Iyer: IBHL Publication.

Course	Hours of instructions per week	Exam duration (hrs)	Maximum Marks			Credits
			CIE	SEE	total	
Core 3 Cost Accounting 1643UBICA	3	2 1/2	25	75	100	3

Cost Accounting
Modules at a Glance

Sr. No.	Modules	No. of Lectures
1	Introduction to Cost Accounting	15
2	Classification of Costs and Cost Sheet	15
3	Standard Costing	15
4	Introduction to Marginal Costing	15
Total		60

1 Introduction to Cost Accounting

- Objectives and scope of Cost Accounting
- Cost centres and Cost units
- Cost classification for stock valuation, Profit measurement, Decision making and control
- Coding systems
- Elements of Cost

2 Classification of Cost and Cost Sheet

- Classification of costs, Cost of Sales, Cost Centre, Cost Unit, Profit Centre and Investment Centre
- Cost Sheet and Reconciliation of cost and financial accounts.
- Note- Practical problems based on preparation of cost sheet reconciliation of cost and financial accounts

3 Standard Costing

- Various types of standards, setting of standards, Basic concepts of, Labour and Overhead (Fixed and Variable) variance analysis.

4 Introduction to Marginal Costing

- Marginal costing meaning, application, advantages, limitations, Contribution, Breakeven analysis and profit volume graph.
- Note:- Practical problems based on Marginal Costing excluding decision making

Reference Books

- Lectures on Costing by Swaminathan: S. Chand and Company (P) Ltd., New Delhi
- Cost Accounting by C.S. Rayudu, Tata Mc. Grow Hill and Co. Ltd., Mumbai
- Cost Accounting by Jawahar Lal and Seema Srivastava, Tata Mc. Grow Hill and Co. Ltd., Mumbai
- Cost Accounting by Ravi M. Kishore, Taxmann Ltd., New Delhi
- Principles and Practices of Cost Accounting by N.K. Prasad, Book Syndicate Pvt. Ltd., Calcutta
- Cost Accounting Theory and Practice by B.K. Bhar, Tata Mc. Grow Hill and Co. Ltd., Mumbai
- Cost Accounting Principles and Practice by M.N. Arora, Vikas Publishing House Pvt. Ltd., New Delhi
- Advanced Cost and Management Accounting: Problems and Solutions by V.K. Saxena and C.D. Vashist, S. Chand and Company (P) Ltd., New Delhi
- Cost Accounting by S.P. Jain and K.L. Narang, Kalyani Publishers, Ludhiana
- Modern Cost and Management Accounting by M. Hanif, Tata McGraw Hill Education Pvt. Ltd., New Delhi

Course	Hours of instructions per week	Exam duration (hrs)	Maximum Marks			Credits
			CIE	SEE	total	
Core 4 Corporate & Securities Law 1644UBICL	3	2 1/2	25	75	100	3

Corporate & Securities Law
Modules at a Glance

Sr. No.	Modules	No. of Lectures
1	Company Law – An Overview	15
2	Regulatory Framework Governing Stock Exchanges as per Securities Contracts Regulation Act 1956	15
3	Security Exchange Board of India	15
4	The Depositories Act, 1996	15
Total		60

1 Company Law – An Overview

A) Development of Company Law in India

B) Doctrines Governing Corporates – Lifting the Corporate Veil, Doctrine of Ultra Vires, Constructive Notice, Indoor Management, Alter Ego. The Principle of Non Interference (Rule in Foss V/s Harbottle) – Meaning, Advantages, Disadvantages & Exceptions, Majority and Minority Rights under Companies Act

C) Application of Company Law to Banking and Insurance Sector - Application of Companies Act to Banking and Insurance sector governed by Special Acts. S.1 (4) of Companies Act 2013 Exceptions provided (S.67 (3), S.73 (1), S.129 (1), 179(3), S.180 (1) (c), S.186, S.189

2 Regulatory Framework governing Stock Exchanges as per Securities Contracts Regulation Act 1956

Definition of Securities, Spot Delivery Contract, Ready Delivery Contract, Stock Exchange.

Corporatisation and demutualisation of Stock Exchange –Meaning, Procedure & Withdrawal

Power of Recognised Stock Exchange to make rules restricting voting rights etc

Power of Central Government to Direct Rules or Make rules

Power of SEBI to make or amend bye laws of recognised stock exchange

Books and Accounts to be maintained by recognized stock exchange

Grounds on which stock exchange can delist the securities of a company.

Section 3 to Section 20

3 Security Exchange Board of India

A) SEBI: Objectives-terms-establishment-powers-functions-accounts and audit- penalties – registration.

B) Issues of Disclosure Investors Protection Guidelines: Pre & Post obligations-conditions for issue-Debt Security-IPO-E-IPO-Employee option-right-bonus-preferential allotment intermediary-operational-promoter lock in period requirements-offer document.

4 The Depositories Act, 1996

Depository – Meaning, Benefits, Models, Functions Participants

The Depository Act 1996 – Objectives, Eligibility condition for depository services, Fungibility, Bye laws of depository, Governance of Depository and Internal audit of depository Participants

BSDA and single registration for depository participants.

Reference Books

- Mamta Bhargava – Compliances and Procedures under SEBI Law
- V.L Iyer – SEBI Practice Manual - Taxmann
- D.K Jain – Company Law Ready Reckoner
- Bare Act – Corporate Laws Taxmann Microsoft Office Professional 2013-Step by step
- By Beth Melton, Mark Dodge, Echo Swinford, Andrew Couch

Course	Hours of instructions per week	Exam duration (hrs)	Maximum Marks			Credits
			CIE	SEE	total	
DSE (Core) 1 Information Technology in Banking & Insurance – II 1645UBIIT-II	3	2 1/2	25	75	100	3

Information Technology in Banking & Insurance - II

Modules at a Glance

Sr. No.	Modules	No. of Lectures
1	E-banking Business Models	15
2	Induction of Techno Management	15
3	IT Applications and Banking	15
4	MS-Office: Packages for Institutional Automation	15
Total		60

1 E-banking Business Models

Various models- home banking, office banking, online banking, internet banking, mobile banking, SMS banking,- models of electronic payments, other business models

2 Induction of TechnoManagement

Development Life Cycle, Project Management, Building Data Centres, Role of DBMS in Banking, Data Warehousing and Data Mining, RDBMS Tools

Technological Changes in Indian Banking Industry,

Trends in Banking and Information Technology, Technology in Banking, Lead Role of Reserve Bank of India, New Horizons for Banking based IT, Automated Clearing House Operations, Electronic Wholesale Banking Credit Transfer, Credit Information Bureau (I) Ltd., Credit Information Company Regulation Bill- 2004, Automation in Indian Banks, Cheque clearing using MICR technology, Innovations, Products and Services, Core-Banking Solutions(CBS), Human Resource Development(HRD)-The Road Ahead,

Technology in Banking Industry,

Teleconferencing, Internet Banking, Digital Signature in Banking, MICR-Facility for ‘paper-based’ clearing, Cheque Truncation

Dealing with Fraudulent transactions under CTS,

Efficient customer service, smart quill computer pen, Institute for Development & Research in Banking & Technology (IDRBT).

E-Checks-Protocols and Standards,

Problems on mechanization, e-Banking-RBI Regulations & Supervision, Technology Diffusion.

3 IT Applications and Banking

Objectives, Electronic Commerce and Banking, Banking Software, Electronic Clearing and Settlement Systems, Plastic Money

4 MS-Office: Packages for Institutional Automation

MS-PowerPoint presentation: Internal links between slides, hyperlinks, embedding multimedia content onto the slides (video/audio/stylish text), slide animation, timer, creating new presentation by existing theme, import online themes, creating a template of presentation, save and run the slide show(.ppsx)

Applications of Internet: Introduction to e-mail, writing professional e-mails, creating digitally signed documents, use of outlook express: configuring outlook express, creating and managing profile in outlook, sending and receiving e-mails via outlook express, Emailing the merged documents, boomerang facility of email, Google drive: usage of Google drive in storing the Google documents, excel sheets, presentations and PDF files.

Reference Books

- Sanjay Soni and Vinayak Aggarwal, Computers and Banking, M/s Sultan Chand & Sons, New Delhi, 1993.
- Uppal, R.K. “E-Banking in India (Challenges & Opportunities)”, New Century Publications, New Delhi, 2007.
- General Bank Management from Indian Institute of Banking and Finance by MACMILAN 2. Modern Banking Technology-by Firdos Temurasp Shroff -published by-Northern Book Center, New Delhi
- General Bank Management from Indian Institute of Banking and Finance by MACMILAN
- Microsoft Office Professional 2013-Step by step
- By Beth Melton, Mark Dodge, Echo Swinford, Andrew Couch

Course	Hours of instructions per week	Exam duration (hrs)	Maximum Marks			Credits
			CIE	SEE	total	
DSE (Core) 2 Entrepreneurship Management 1646UBIEM	3	2 1/2	25	75	100	3

Entrepreneurship Management
Modules at a Glance

Sr. No.	Modules	No. of Lectures
1	The Entrepreneur	15
2	Business Planning	15
3	Key Areas of New Ventures	15
4	Evolving Concepts in Entrepreneurship	15
Total		60

1 The Entrepreneur

A) Entrepreneur: Meaning, Nature, origin and development of entrepreneurship in India, Need and Importance, Core elements, Principles, Essentials, Types, Functions, Concept of entrepreneurship management, Motives behind being an entrepreneur, Entrepreneurial Process

B) Theories of Entrepreneurship: Innovation Theory of Schumpeter, Need for Achievement Theory of McClelland, Risk Bearing Theory of knight, Hagen's Theory of Entrepreneurship, Economic Theory of Entrepreneurship.

C) Entrepreneurial Values and Attitudes, Dominant characteristics of successful entrepreneurs, Internal and external factors for entrepreneurial motivation

D) Entrepreneurial Skills, Identifying business opportunities, Role of creativity in Entrepreneurship, the creative process, the Innovation process, types of innovation, sources of innovation, principles of innovation, Sources of Business Ideas.

2 Business Planning

A) Forms of Entrepreneurial structures:

Sole Proprietorship-meaning, merits and limitations.

Partnership-Meaning, Forms, merits and limitations.

Corporations-Meaning, merits and limitations.

Limited Liability partnerships and corporations.

Franchising-Meaning, types, merits and limitations.

B) Critical Factors for starting a new enterprise: Personal, Environmental, Sociological factors. Problems of a New Venture- Financial, administrative, marketing, production and other problems.

C) Business Plan: Meaning, Benefits, Developing a business plan, Environment scanning, Elements/Areas to be covered in a Business Plan, Project Report preparation, Contents of a Project Report.

3 Key Areas of New Ventures

A) Marketing: New Product Development, Marketing Strategy for the new venture, Branding strategies, Distribution strategies, Pricing Strategies, Promotion strategies for new venture, Concept of Marketing Mix and Market segmentation, Marketing Plan

B) Operations: Size and location of Enterprise, Layout, Inventory Control, Quality Control.

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C) Finance: Sources of long term and short term finance, Debt fund-Meaning,

Merits and limitations, Equity Fund- Meaning, merits and limitations, Concept of Break Even analysis, Venture Capital-Meaning, Merits and Limitations, Criteria for Evaluating New Venture Proposals by Venture Capitalist

D) Human Resource: Personnel Function, Important Labor Laws: Industrial Disputes Act, Factories Act, Provident Fund Act, Employee State Insurance Act, Payment of Wages Act, Minimum Wages Act, Payment of Gratuity Act, other related Acts and Role of HRD in new ventures.

4 Evolving Concepts in Entrepreneurship

A) Social Entrepreneurship: Meaning, Social responsibility of an entrepreneur

B) Barriers to entrepreneurship: Environmental, economic, non-economic, personal and entrepreneurial barriers.

C) Intrapreneurship: Meaning, Characteristics, Intrapreneurs Activities, types of Corporate Entrepreneurs, Corporate V/s Intrapreneurial culture, Climate, Fostering Intrapreneurial culture, Promoting intrapreneurship- Pinchot's Spontaneous teams and Formal Venture teams, establishing intrapreneurial ventures.

D) Ethics and Entrepreneurship: Defining Ethics, Approaches to Managerial ethics, ethics and business decisions, Ethical practices and code of conduct, Ethical considerations in corporate entrepreneurship.

E) Institutional Support to Entrepreneurs: Importance, Incentives and facilities, Entrepreneurship Development Institute of India (EDI), NSIC, Small Industries Development Organization (SIDO), National Institute for Entrepreneurship and Small Business Development (NIESBUD), Others, Key features of National Policy on Skill Development and Entrepreneurship 2015.

Reference Books

- *S.L. Gupta and Dr. Arun Mittal, Entrepreneurship Development by International Books House Ltd.*
- *Vasant Desai, Dynamics of Entrepreneurial Development*
- *William D. Bygrave and Andrew Zacharakis, The Portable MBA in Entrepreneurship by, Fourth edition, John Wiley and Sons.*
- *S.S. Khanka, Entrepreneurship Development, Sultanchand and Sons Ltd.*
- *C.B. Gupta and N.P. Shrinivasan, Entrepreneurship Development Sultan chand and sons*
- *Sharma Sudhir, Singh Balraj, Singhal Sandeep (2005), "Entrepreneurship Development", Wisdom Publications, Delhi.*
- *Badi R.V., Badi N.V. (2010), "Entrepreneurship", Vrinda Publications (P) Ltd., Delhi.*
- *Desai Vasant (2009), "The Dynamics of Entrepreneurial Development and Management – Planning for Future Sustainable Growth", Himalaya Publishing House, India.*
- *Vasishth Neeru (2008), "Business Organization", Taxmann Allied Services (P.) Ltd.,*
- *Holt David H. (2004), "Entrepreneurship – New Venture Creation", Prentice Hall of India Private Limited, New Delhi.*
- *Roy Rajeev (2009), "Entrepreneurship", Oxford University Press, New Delhi.*
- *Burns Paul (2001), "Entrepreneurship and Small Business", Palgrave Mecomillan, China.*
- *Sudha G.S. (2005), "Management and Entrepreneurship Development", Indus Valley Publications, New Delhi.*
- *Basotia G.R., Sharma K.K. (1991), "Handbook of Entrepreneurship Development – An Entrepreneurs Guide to Planning, Starting, Developing and Managing a New Enterprise", Mangal Deep Publications, Jaipur.*
- *Coulter Mary (2003), "Entrepreneurship in Action", Prentice Hall of India Private Limited, New Delhi.*
- *Zimmerer Thomas W., Scarborough Norman M. (2009), "Essentials of Entrepreneurship and Small Business Management", PHI Learning Private Limited, New Delhi.*
- *Hisrich Robert D., Peters Michael P. (2002), "Entrepreneurship – International Edition", The McGraw-Hill Companies, New York.*
- *Cynthia L Greene, Entrepreneurship Ideas in Action, Thomson*

Course	Hours of instructions per week	Exam duration (hrs)	Maximum Marks			Credits
			CIE	SEE	total	
DSE (Core) 2 Foundation Course –IV (An overview of insurance sector) 1647UBIFC-IV	3	2 1/2	25	75	100	2

Foundation Course –IV (An overview of insurance sector)

Modules at a Glance

Sr. No.	Modules	No. of Lectures
1	An Introduction to Life Insurance	15
2	An Introduction to Health Insurance	15
3	An Introduction to Home and Motor Insurance	15
4	Role of Insurance in Logistic	15
Total		60

1 An Introduction to Life Insurance

- A) **Life Insurance Business** – Components, Human Life Value Approach, Mutuality, Principle of Risk Pooling, Life Insurance Contract, Determinants of Risk Premium
- B) **Products of LIC** – Introduction of life insurance plans - Traditional Life Insurance Plans – Term Plans, Whole Life Insurance, Endowment Assurance, Dividend Method of Profit Participation Purpose of plans , Riders in plan - Introduction, Forms and procedures
- C) **Non Traditional Life Insurance Products** (Those of SBI and ICICI – Introduction, Forms and procedures)

2 An Introduction to Health Insurance

- A) **Health Insurance** – Meaning, IRDA Regulations, determinants of Health Insurance, Health Insurance Market in India and determinants of Risk Premium.
- B) **SBI and ICICI Health Insurance Plans** - Introduction and Forms and Procedures of Hospitalization, Indemnity Products, top up covers, cashless insurance, Senior citizen plans, critical illness plans and Micro Insurance.

3 An Introduction to Home and Motor Insurance

A) **Home Insurance** - SBI and ICICI Plans – Introduction, Forms and Procedures, Inclusions and Exclusions in policies, Determinants of Risk Premium and Impact of Catastrophes on Home Insurance.

B) **Vehicle Insurance**- SBI and ICICI Plans-Introduction, Forms and Procedures, Determinants of Risk Premium, Inclusions and Exclusions.

4 Role of Insurance in Logistic

A) **Role of Insurance in Logistic** - Meaning &Importance, Hazards, Protection, Social Security – Type of Risks and Accidents.

B) **Fire Insurance** – SBI and ICICI Plans – Introduction, Forms and Procedures, Standard Fire and Special Perils Policy, Tariff system and special policies.

Reference Books

- Insurance Principles and Practice – M N Mishra & S B Mishra – S. Chand 22nd Edition
- Insurance Claims Solutions – DR L.P Gupta Revised Edition
- Introduction to Risk Management & Insurance – Mark S Dorfman & David A. Cather – Tenth Edition
- Risk Management Insurance – S. Arunajatesan & T.R Vishwanathan