

# DEPARTMENT OF COMMERCE

## CRITERIA 1

**Syllabus related To 'Gender', 'Human Values & Rights', and 'Environmental Sustainability'.**

1. **Gender:** We all know that, India is a male dominated country and the Government is taking due care in the area of 'Gender Equality' as female is not at all inferior to Male. It can be done by 'Providing equal rights and opportunities to both the sexes- male as well as female can be explained as gender Equality'.

It has been universally accepted that Gender Equality is an important factor that affects the Socio-Economic Development of any country. As of 2017, Gender Equality is the fifth of Seventeen Sustainable Development Goals (SDG- 5) of The United Nations. In fact, Indian Government has introduced various schemes for the development of women.

As a reputed College for Women, Bhilai Mahila Mahavidyalaya is also performing its best role in Gender Equalisation.

We used to uplift the personality of the girl students by inculcating socio- economic independence among them. We consistently guide our students regarding their, duties responsibilities as well as rights and powers as a responsible Citizen.

In fact, our University curriculum has also been designed with this perspective.

Some of the topics of our Syllabus are as under:

**B.Com. Part-1;**

**Subject: Business Communication:**

**Unit-1:** Basic Forms of Communication, Self-Development & Communication. Development of positive personal Attitudes.

**Unit-2:** Barriers of Communication

**B.Com. part-1**

**Subject: Business Environment:**

**Unit-2-** Problems of Growth- Social Injustice.

**Unit-4-** Economic Planning in India – women Empowerment is one of the developmental goals of our five year plans.

**B.Com. part-2**

**Subject: Fundamentals of Entrepreneurship**

**Principal**  
Bhilai Mahila Mahavidyalaya  
Hospital Sector, Bhilai, BURG (C.G.)

**Unit-3:** Entrepreneur Behaviour & Psycho theories and Social Responsibilities.

**Unit-5:** Role of Entrepreneurs

(Explained about Women Entrepreneurs)

**B.Com. Final**

**Subject: Income Tax**

**Unit-4:** Computation of Tax Liability.

**Unit-5:** Tax management, Tax Planning.

## **2.Human Values & Rights:**

Human rights are the basic rights and freedom that belong to every person in the world, from birth until death.

The main objectives are:

- a. to develop interaction between society and educational institutions;
- b. to sensitize the citizens so that the norms and values of human rights and duties are realized;
- c. To create awareness, conviction & commitment to values for improving the quality of life through education, and for advancing social and human well being.

**Subject: Business regulatory frame Work**

**B.Com. part-1:** Unit-5: Consumer protection Act 1986/2019:

**Subject: Business Environment:**

**Unit-3:** Liberalisation, Privatisation and Globalisation.

(Human Values and Rights are the priority in framing LPG.).

**Unit-4:** Economic Planning in India

(Planning Commission makes 5 year plans not only for the development of economy but also for safeguarding human values).

**B.Com. part-2:**

**Subject: Principles of Management**

Unit- 4: Motivation & leading

**B.Com. part-2 :**

**Subject: Company Law**

Unit-1: Corporate personalities.

**B.Com. Final**

**Subject-Auditing:**

Unit-1 : Auditing and its Importance . Types of Audit: Energy Audit & Green Audit.

**Subject- Principles of Marketing**

Unit-2:- Consumer Behaviour and Market Segmentation

**M.Com. I Sem-**

**Subject- Management Concept**

Unit 4:- Motivation process, Theories of Motivation, Hierarchy theory, Vroom Expectancy Theory.

Unit 5:-Group Dynamics and Team Development.

**Subject-Business laws**

Unit 2: MRTP Act -1969

UNIT 3: Consumer Protection Act-1986

UNIT 4: FEMA -1999

UNIT 5: WTO, TRIPS, TRIMS

**M.com.III sem.**

**Subject:-Business Environment**

Socio-Cultural Environment, Social value, Social Groups, Social Responsibility

**M.com. III Sem.**

**Subject- Business Economics**

Unit 4 : Theory of Consumer Behaviour



Principal  
Bhilai Mahila Mahavidyalaya  
Hospital Sector, Bhilai, Durg (C.G.)

### **Professional Ethics:**

**Professional ethics** are principles that govern the behaviour of a person or group in a business environment. Like values, professional ethics provide rules on how a person should act towards other people and institutions in such an environment.

Our University has taken due care about Professional Ethics while designing its Syllabus.

### **B.Com. Final**

Sub: Principles of Marketing;

Unit-2: Consumer behaviour & Market Segmentation.

**Subject: Organizational Behaviour**

### **M.com. I sem.**

Unit-1: Organizational Behaviour Emergence and Ethical Perspective, Attitudes, Perception, Learning, Personality, Transactional Analysis

Unit-2: Leadership Styles and Theories

### **M.com. III sem.**

**Subject:- General Insurance**

Unit 5:- Miscellaneous Insurance

Unit-3: Organizational level and types of conflict

Unit-4: transactional analysis in communication

Unit-5: Orgaizational development

### **M.Com.I sem-**

**Subject- Management Concept**

Unit 4:- Motivation process, theories of Motivation, Hierarchy Theory, Vroom's Expectancy Theory.

Unit 5:-Group Dynamics and Team Development

  
**Principal**  
Bhilai Mahila Mahavidyalaya  
Hospital Sector, Bhilai, Durg (C.G.)



**M.com.III sem.**

**Subject:-Advertisement and Sales Management**

Unit 1:- Legal, Ethical and Social aspect of Advertising.

**Subject:- Personnel Management**

Unit 2:- Personnel Policies, Programmes and Procedures

Unit 4:- Performance Appraisal and Merit Rating

Unit 5:- Employees Fringe Benefits and Services – Safety, Health and Security

### **Environmental Sustainability**

*Environmental sustainability* is the responsibility to conserve natural resources and protect global ecosystems to support health and wellbeing.

**Class: B.Com. part-1**

**Subject: Business Regulatory Frame Work**

Unit-5: Consumer Protection Act 1986/2019:

**Subject: Business Environment:**

Unit-3: Liberalisation, Privatisation and Globalisation.

(Human Values and Rights are the priority in framing LPG.).

Unit-4: Economic Planning in India

(Planning Commission makes 5 year plans not only for the development of economy but also for safeguarding human values).

### **B.Com. Final**

**Subject-Auditing:**

Unit-1: Types of Audit: Energy Audit & Green Audit.

### **M.Com. III semester**

**Subject: Strategic Management**

Unit:-1 Environmental Analysis and Diagnosis, Scanning and Appraisal.



Principal  
Bhilai Mahila Mahavidyalaya  
Hospital Sector, Bhilai, Durg (C.G.)

**B.Com Part-I**  
**Compulsory**  
**Group – I Paper – II - BUSINESS COMMUNICATION**  
**Proposed Syllabus**

**OBJECTIVE** – To develop effective business communication skills among the students,

**UNIT –I**

Introducing Business Communication: Definitions, concept and Significance of communication; Basic forms of communicating; Communication models and process; principles of effective communication; Theories of communication;  
**Self-Development and Communication:** Development of positive personal attitudes, SWOT analysis.

**UNIT –II**

Corporate Communication: Formal and Informal communication networks; Grapevine; Miscommunication (~~Barriers~~); ~~Improving communication~~; Practices in business communication; Group discussions; Seminars; Effective Listening; Principles of effective listening; Factor affective listening exercises; Oral, Written, and video session, Audience analysis and feedback,

**UNIT –III**

Writing skill- Business letters – Definition, concepts, structure, advantages disadvantage, need and kinds of business letter, Essentials of effective business letter, Good news and bad news letters; Office memorandum, Writing Resume and Letter of Job Application,

**UNIT –IV**

Report Writing: Introduction to a proposal, Short report and formal report, report preparation,  
Oral Presentation: Principles of oral presentation, factor affecting presentation, sales presentation, training presentation, conducting surveys, speeches to motivate, presentation skill,

**UNIT –V**

Non-Verbal Aspects of Communicating: Body Language: Kinesics, Proxemics, Para Language,  
Interviewing skills: Appearing in interviews; conducting interviews; mock interview,  
Modern Forms of Communicating: Fax; E-Mail; video conferencing; etc.,  
International Communication for global business,





**Principal**  
**Bhilai Mahila Mahavidyalaya**  
**Hospital Sector, Bhilai, Durg (C.G.)**

**B.Com Part-I**  
**Compulsory**  
**Group – II**  
**Paper – II – BUSINESS REGULATORY FRAMEWORK**  
**Proposed Syllabus**

**OBJECTIVE** – To provide a brief idea about the framework of Indian business laws.

**UNIT – I**  
Law of Contract (1872) – I : Nature of contract : Classification : Offer and acceptance; Capacity of parties to contract, free consent, Considerations, Legality of object; Agreement declared void.

**UNIT – II**  
Law of Contract (1872) – II : Performance of contract, Discharge of contract; Remedies for breach of contract, Special contracts; Indemnity : Guarantee; Bailment and pledge; Agency.

**UNIT – III**  
Sale of Goods Act (1930) : Formation of contracts of sale : Goods and their classification, price, Conditions and warranties; Transfer of property in goods; Performance of the contract of sales; Unpaid seller and his rights; sale by auction; Hire purchase agreement.

**UNIT – IV**  
Negotiable Instrument Act (1881) : Definition of negotiable instrument; Feature; Promissory note; Bill of exchange & cheque; Holder and holder in the due course; Crossing of a cheque, types of crossing; Negotiation; Dishonor and discharge of negotiable instrument.

**UNIT – V**  
The Consumer Protection Act 1986 : Main Provision, Definition of consumer, Consumer Disputes, Grievance redressal machinery; Indian Partnership Act 1932, Limited Liabilities Partnership Act 2008, Introduction of Intellectual Property Right Act – Copyright, Patent & Trademark.

**Suggested Readings:**

1. Kuchal M.C. : Business Law : Vikas Publishing House, Delhi, (English medium)
2. Kapoor N.D. : Business Law : Sultan Chand & Sons, New Delhi, (English medium)
3. Chandha P.R. : Business Law; Galgotia, New Delhi, (English medium)
4. Dr. J.K. Vaishnav : Business Law; Sahitya Bhawan publication, Agra, (English medium)
5. Prof. R.C. Agrawal: Business Regulatory Framework; SBPD Publishing House, Agra, (Hindi medium)
6. K.R. Bulchandani; Business Law; Himalaya Publishing House, Mumbai, (Both Hindi and English medium)
7. R.L. Navlakha; Business Law; Ramesh Book depot, Jaipur, (Both Hindi and English medium)
8. Arun Kumar Gangele, Business Regulatory Framework; Ram Prasad & Sons, Agra, (Hindi medium)

Principal  
Bhilai Mahila Mahavidyalaya  
Hospital Sector, Bhilai, Durg (C.G.)

**B.Com Part-I**  
**Compulsory**  
**Group - III**  
**Paper - I - BUSINESS ENVIRONMENT**  
**Proposed Syllabus**

**OBJECTIVE** - To acquainting the students with the emerging issues in business at the national and international level in the light of the policies of liberalization and globalization.

**UNIT -I**

Business Environment : Concept, Components and Importance ,Economic Trends (overview) : Income : Saving and investment : Trade and balance of payment, Money and Finance ,

**UNIT -II**

Problems of Growth : Unemployment : Poverty : Regional imbalances : Social Injustice; Inflation : Parallel economy : Industrial sickness,

**UNIT -III**

Role of Government : Monetary and fiscal policy : Industrial policy : Industrial licensing, Privatization : Liberalisation, Globalisation Devaluation; Demonitisation; Export-Import policy,

**UNIT -IV**

Economic Planning in India : Need, objectives, Strategy; Review of Previous Plans, Planning Commission,  
Foreign Exchange Management Act 2000 : Basic Concept and Main Provisions,

**UNIT -V**

International Environment : Trends in World trade and the problems of developing countries;  
Foreign trade and economic growth; International economic groupings - GATT, WTO, UNCTAD,  
World Bank, IMF, PDI,

**Suggested Readings:**

1. Agarwal A, N. : Indian Economy, Vikas Publishing House Delhi, (English medium)
2. Khan Farouq A : Business and Society; S.Chand , Delhi, (English medium)
3. Dutt R. and Sundharam K, Pm. : Indian Economy; S, Chand , Delhi, (English medium)
4. Misra S,K, and Puri V,K, : Indian Economy; Himalaya Publishing House, New Delhi, (English medium)
5. Dr, V.C. Sinha; Business Environment; SBPD Publishing House, Agra , (Both Hindi and English medium)
6. Dr, J, K, Jain; Business Environment; Madhya Pradesh hindi Granth Academy; Bhopal, (Hindi medium)
7. Gupta & Pathak; Business Environment; Ram Prasad & Sons, Raipur, (Hindi medium)
8. S,K, Singh; Business Environment; SBPD Publishing House, Agra , (Both Hindi and English medium)

18

  
**Principal**  
**Bhilai Mahila Mahavidyalaya**  
**Hospital Sector, Bhilai, Durg (C.G.)**



## Group - I - PAPER - II

### COMPANY LAW

#### Proposed Syllabus

#### OBJECTIVE

This objective of this course is to provide basic knowledge of the provisions Companies Act, 2013, along with relevant case law.

- UNIT-I** Corporate personalities; Kinds of Companies, Nature & Scope, promotion on and incorporation of companies.
- UNIT-II** Memorandum of Association; Articles of Association; Prospectus, Shares; share capital - transfer and transmission.
- UNIT-III** Capital management - borrowing powers, mortgages and charges, debentures.  
Directors - Managing Director, whole time director, Appointment, Remuneration, and duties.
- UNIT-IV** Company meetings - kinds, Notice, quorum, voting, proxy, resolutions, minutes.
- UNIT-V** Majority powers and minority rights; Prevention of oppression and mismanagement, Winding up - kinds and conduct.

*[Signature]*  
20/6/19

*[Signature]*  
20/6/19

*[Signature]*  
20/6/19

Principal  
Bhilai Mahila Mahavidyalaya  
Hospital Sector, Bhilai, Durg (C.G.)

**Group - III PAPER - II**  
**FUNDAMENTALS OF ENTREPRENEURSHIP**

Proposed Syllabus

**OBJECTIVE**

It Provides exposure to the students to the entrepreneurial culture and industrial growth so as to preparing them to set up and manage their own small units.


**UNIT-I** Introduction : The entrepreneur; Definition; Emergence of entrepreneurial class; Theories of entrepreneurship; Role of socio-economic environment; Characteristics.

**UNIT-II** Promotion of a Venture; Opportunities analysis; External environmental analysis economic, social and technological; Competitive factors; Legal requirements for establishment of a new unit, and raising of funds; Venture capital sources and documentation required.

**UNIT-III** Entrepreneurial Behavior : Innovation and entrepreneur; Entrepreneurial behavior and Psycho-Theories, Social responsibility.

**UNIT-IV** Entrepreneurial Development Programs (EDP) : EDP, their role, relevance, and achievements; Role of Government in organizing EDPs; Critical evaluation.

**UNIT-V** Role of Entrepreneur : Role of an entrepreneur in economic growth as an innovator, generation of employment opportunities, complementing and supplementing economic growth, bringing about social stability and balanced regional development of industries; Role in export promotion and import substitution, forex earnings, and augmenting and meeting local demand.

  
**Principal**  
**Bhilai Mahila Mahavidyalaya**  
**Hospital Sector, Bhilai, Durg (C.G.)**

**Group - II - PAPER - II**  
**PRINCIPLES OF BUSINESS MANAGEMENT**  
**Proposed Syllabus**

**OBJECTIVE**

This Course familiarizes the students with the basics of principles of management.

**UNIT-I** Introduction : Concept, nature, process, and significance of management; management roles (Mintzberg); An overview of functional areas of management; Development management thought; Classical and neo-classical systems; Concept approaches.

**UNIT-II** Planning : Concept, process and types.  
Decision making - concept and Bounded rationality; Management by objectives; Corporate planning; Environment analysis and diagnosis; Strategy formulation.

**UNIT-III** Organizing : Concept, nature, process and significance; Authority and resident relationships; Centralization and decentralization; Departmentation; Organization structure - forms and contingency factors.

**UNIT-IV** Motivating and Leading People at work : Motivation - concept; Theories Herzberg, McGregor, and Ouchi; Financial and non-financial incentives.  
Leadership - concept and leadership styles; Leadership theories (Tannenb Schmidt); Likert's System Management;  
Communication - nature, process, networks, and barriers, Effective Communication.

**UNIT-V** Managerial Control : Concept and process; Effective control system; Technical control - traditional and modern. Management of Change : Concept, nature, and process of planned Resistance to change; Emerging horizons of management in a environment.

  
**Principal**  
Bhilai Mahila Mahavidyalaya  
Hospital Sector, Bhilai, Durg (C.G.)

**B.COM PART III**  
**COMPULSORY CORE COURSE**  
**TITLE OF PAPER - Group-I**  
**PAPER - II- AUDITING**

M.M. 75

**OBJECTIVE**

This course aims at imparting knowledge about the principles and methods of auditing and their applications.

**UNIT-I** Introduction: Meaning and objectives of auditing; Types of audit; Internal audit. Audit Process: Audit programme; Audit note books; Working papers and evidences.

**UNIT-II** Internal Check System: Internal control.  
Audit Procedure: Vouching: Verification of assets and liabilities.


**UNIT-III** Audit of Limited Companies:  
a. Company auditor - Qualification, Appointment powers, duties, Resignation and liabilities.  
b. Divisible profits and dividend.  
c. Auditor's report - standard report and qualified report.  
d. Special audit of banking companies.  
e. Audit of educational institutions.  
f. Audit of Insurance companies.

**UNIT-IV** Investigation: Investigation; Audit of non profit companies,  
a. Where fraud is suspected, and  
b. When a running a business is proposed.  
c. Verifications & Valuation of assets.

**UNIT-V** Recent Trends in Auditing: Nature and significance of cost audit; Tax audit;  
Management audit.

**Suggested Reading:**

1. Gupta KaPal: Contemporary Auditing: Tata Mcgraw Hill, New Delhi.
2. Tandon B.N.: Principles of Auditing: S. Chand & Co., New Delhi.
3. Pagare Dinkar: Principles and Practice of Auditing: Sultan Chand, New Delhi.
4. Sharma T.R.: Auditing Principles and Problems, SahityaBhawan, Agra.
5. Shukla S.M.: Auditing - ShahityaBhavan, Agra. (Hindi)
6. Batliboy: Auditing.

  
Principal  
Bhilai Mahila Mahavidyalaya  
Hospital Sector, Bhilai, Durg (C.G.)



**B.COM PART III**  
**OPTIONAL GROUP B (Marketing Area)**  
**TITLE OF PAPER -PRINCIPLES OF MARKETING**  
**PAPER - I**

**OBJECTIVE**

The Objective of this course is to help students to understand the concept of marketing and its applications.

M.M. 75

- UNIT-I** Introduction: Nature and scope of marketing; Importnace of marketing as a business function, and in the economy; Marketing concepts - traditional and modern; Selling vs. Marketing; Marketing mix; Marketing environment.
- UNIT-II** Consumer Behaviour and Market Segmentation: Nature, scope, and significance of consumer behaviour; Market segmentation - concept and importance; Bases for market segmentation.
- UNIT-III** Product: Concept of product, consumer, and industrial goods; Product planning and development; Packaging role and functions; Brand name and trade mark; after sales service; Product life cycle concept. Price: Importance of price in the marketing mix; Factors affecting price of a product/service; Discounts and rebates.
- UNIT-IV** Distributions Channels and Physical Distribution; Distribution channels - Concept and role; Types of distribution channels. Factors affecting choice of a distribution channel; Retailer and wholesaler; Physical distribution of goods; Transportation, Warehousing, Inventory control; Order processing.
- UNIT-V** Promotion: Methods of promotion; Optimum promotion mix; Advertising media - the irralative merits and limitations; Characteristics of an effective advertisement; Personal selling; Selling as a career; Classification of successful sales person; Functions of sales man.  
Recent development in marketing - social marketing, online marketing, direct marketing, Services marketing, Green marketing.

  
Principal  
Bhilai Mahila Mahavidyalaya  
Hospital Sector, Bhilai, Durg (C.G.)

**B.COM PART III**  
**OPTIONAL GROUP D (Money Banking & Insurance Area)**  
**TITLE OF PAPER FUNDAMENTAL OF INSURANCE**  
**PAPER - I**

**OBJECTIVE**

This course enables the students to know the fundamentals of insurance.

M.M. 75

- UNIT-I** Introduction to Insurance: Purpose and need of insurance; Insurance as a social security tool; Insurance and economic development.
- UNIT-II** Fundamentals of Agency Law: Definition of an agent; Agents regulations; Insurance intermediaries; Agents compensation.
- UNIT-III** Procedure for Becoming an Agent : Prerequisite for obtaining a license; Duration of license; Cancellation of license; Revocation or suspension/termination of agent appointment; Code of conduct; Unfair practices. Functions of the Agent: Proposal form and other forms for grant of cover; Financial and medical underwriting; Material information; Nomination and assignment; Procedure regarding settlement of policy claims.
- UNIT-IV** Company Profile : organizational set-up of the company; Promotion strategy; Market share; Important activities; Structure; Product; Actuarial profession; Product pricing actuarial aspects; Distribution channels.
- UNIT-V** Fundamentals/Principles of Life insurance/ Marine /Fire /Medical/General Insurance; Contracts of various kinds; Insurable Interest. Online insurance procedure

**Suggested Reading:**

1. Mishra M.N.: Insurance Principle and Practice; S. Chand and Co., New Delhi.
2. Insurance Regulatory Development Act. 1999.
3. Life Insurance Corporation Act. 1956.
4. Gupta OS: Life Insurance; Frank brothers, New Delhi.
5. Vinayakam N., Radhaswamy and Vasudevan SV: Insurance - Principles and Practice, S. Chand and Co. New Delhi.
6. Mishra MN: Life Insurance Corporation of India, Vols I, II & III; Raj Books, Jaipur.
7. BalchandShriwastava, Agra.
8. Dr. M.L. Singhai, Ramesh Book Depot, Jaipur.

  
**Principal**  
**Bhilai Mahila Mahavidyalaya**  
**Hospital Sector, Bhilai, Durg (C.G.)**



**B.COM PART III**  
**COMPULSORY CORE COURSE**  
**TITLE OF PAPER - Group-I**  
**PAPER - I - INCOME TAX**

**OBJECTIVE**


It enables the students to know the basics of Income Tax Act and its implications.

M.M. 75

- UNIT- I**     **Basic Concepts:** Income, agricultural Income, casual income, assessment year, previous year, gross total income, total income, person.  
Basis of charge: Scope of total income, residence and tax liability, income which does not form part of total income.
- UNIT- II**     **Heads of Income:** Salaries; Income from house property.
- UNIT- III**     **Profit and gains of business or profession, including provisions relating to specific business; Capital gains, Income from other sources.**
- UNIT-IV**     **Computation of Tax Liability:** Set-off and carry forward of losses; Deduction from gross total income. Aggregation of income; Computation of total income and tax liability of individual and HUF.
- UNIT-V**     **Tax Management:** Tax deduction at source; Advance payment of tax; Assessment procedures; Tax planning for individuals.  
**Tax evasion, Tax Avoidance and Tax planning, Tax Administration:** Authorities, appeals, penalties.  
Preparation of return of income  
-Manually and on line

**Suggested Reading:**

1. Singhania V.K.: Students Guide to Income Tax; Taxmann, Delhi.
2. Prasad, Bhagwati: Income Tax Law & Practice; Wily Publication, New Delhi.
3. Mehrotra H.C.: Income Tax Law & Accounts; Sahitya Bhawan, Agra.
4. Girish Ahuja and Ravi Gupta: Systematic approach to income tax; Sahitya Bhawan Publications, New Delhi.
5. Chandra Mahesh and Shukla D.C.: Income Tax Law and Practice; Pragati Publications, New Delhi.
6. R.K. Jain: Income Tax & Law (Hindi & English) Sahitya Bhawan, Publication, Agra.

  
Principal  
Bhilai Mahila Mahavidyalaya  
Hospital Sector, Bhilai, Brg (C.G.)

**M. Com. 1<sup>st</sup> Semester**  
**PAPER-I**  
**MANAGERIALECONOMICS**

M.M.80+20

**OBJECTIV:**

This course develops managerial, perspective to economic fundamentals as aids to decision making under given environmental constraints.

**COURSE INPUTS:**

- UNIT-1** Nature and Scope of Managerial, Economics: Objective of a firm; Economics theory and managerial theory; Managerial economist's role and responsibilities.
- UNIT-2** Fundamental economic concepts-incremental principle, opportunity cost principle, discounting principle. equimarginal principle.
- UNIT-3** Demand Analysis: Individual and Market demand functions Law of demand; determinants of demand; Elasticity of demand-its meaning and importance, Price elasticity; income elasticity and cross elasticity; Using elasticity in managerial decisions.
- UNIT-4** Theory of consumer Choice: Cardinal utility approach, indifference approach, revealed preference and theory of consumer choice under risk; Demand estimation for major consumer durable and non-durable products; Demand forecasting tech. technique.
- UNIT-5** Production Theory: Production function-production with one and two variable inputs, Stages of production; Economics of scale; Estimation of production function.

  
Principal  
Bhilai Mahila Mahavidyalaya  
Hospital Sector, Bhilai, Durg (C.G.)



**(Compulsory) Paper - X**  
**Business Laws**

M.M. 80

**OBJECTIVE**

The Objective of this course is providing knowledge of relevant provisions of various laws influencing business operations.

**UNIT-1** SEBI Act-1992: Organization and objectives of SEBI, Functions and Role of SEBI Rights and Power of SEBI.

**UNIT-2** MRTP Act 1969: Monopolistic Trade Practice Meaning, essentials, Restrictive Trade Practices-Meaning, Unfair trade practice, MRTP commission of offences and Penalties.

**UNIT-3** Consumer Protection Act 1986: Needs of Act, Rights of consumers, Objectives of Act., Grievance redressal Machinery, District Forum, State Commission, National Commission.

**UNIT-4** FEMA Act 1999: Objectives; Regulation and Management of FEMA, Penalties Appeal.

**UNIT-5** W.T.O.: Brief History of WTO, Objectives and Functions, Organisation, W.T.O. and India, Regional groupings, anti-dumping duties and other NTBs, Doha declaration Dispute settlement system, TRIP, TRIMS and GATS.

-----

  
**Principal**  
Bhilai Mahila Mahavidyalaya  
Hospital Sector, Bhilai, Durg (C.G.)

**संठनात्मक व्यवहार (प्रश्नपत्र द्वितीय)**  
**ORGANIZATIONAL BEHAVIOUR (Paper - Second)**

M.M. : 80

**OBJECTIVE -**

The Objective of this course is to help student understand and conceptual framework of management and organizational behavior.

<b>Unit - I</b>	<b>Organizational Behaviour:</b> concept and significance; Relationship between management and organizational behaviour; Emergence and ethical perspective; Attitudes; Perception; Learning; Personality; Transactional analysis.
<b>Unit - II</b>	<b>Leadership:</b> Concept; Leadership styles; Theories - trait theory, behavioural theory, Fielder's contingency theory; Harsey and Blanchard's situational theory; Managerial grid; Likert's four systems of leadership.
<b>Unit - III</b>	<b>Organizational Conflict:</b> Dynamics and management; Sources, patterns, levels, and types of conflict; Traditional and modern approaches to conflict; Functional and dysfunctional organizational conflicts; Resolution of conflict.
<b>Unit - IV</b>	<b>Interpersonal and Organizational Communication:</b> Concept of two-way communication; Communication process; Barriers to effective communication; Types of organizational communication; Improving communication; Transactional analysis in communication.
<b>Unit - V</b>	<b>Organizational Development:</b> Concept; Need for change, resistance to change; Theories of planned change; Organizational diagnosis; Organizational Development intervention.

  
**Principal**  
Bhilai Mahila Mahavidyalaya  
Hospital Sector, Bhilai, Durg (C.G.)



**M. Com. Third Semester**  
**(Compulsory Paper)**  
**एम. कॉम. तृतीय सेमेस्टर**  
**अनिवार्य प्रश्नपत्र प्रबंध की अवधारणा**  
**(प्रश्नपत्र प्रथम)**

**MANAGEMENT CONCEPT**  
**(Paper First)**

M.M. :80

**OBJECTIVE -**

The Objective of this course is to help student understand and conceptual framework of management and organizational behavior.

<b>Unit - I</b>	<b>Schools of Management Thought:</b> Scientific, process, human behavior and social system school; Decision theory school; Quantitative and system school; Contingency theory of management; Functions of a manager.
<b>Unit - II</b>	<b>Managerial Functions :</b> Planning - concept, significance, types; Organizing - concept, principles of authority, theories, types of organizations, authority, responsibility, power, delegation, decentralization;
<b>Unit - III</b>	<b>Staffing; Directing; Coordinating; Control</b> - nature, process, and techniques.
<b>Unit - IV</b>	<b>Motivation:</b> Process of motivation; Theories of motivation - need hierarchy theory, theory X and theory Y, two factor theory, Alderfer's ERG theory, McClelland's learned need theory, Victor Vroom's expectancy theory, Stacy Adams equity theory.
<b>Unit - V</b>	<b>Group Dynamics and Team Development:</b> Group dynamics - Definition and importance, types of groups, group formation, group development, group composition, group performance factors; Principle-centered approach to team development.

  
**Principal**  
Bhilai Mahila Mahavidyalaya  
Hospital Sector, Bhilai, Durg (C.G.)

(1) विज्ञापन एवं विक्रय प्रबन्ध – (प्रश्नपत्र : A – द्वितीय)

ADVERTISING & SALES MANAGEMENT (Paper: A - Second)

M.M.:80

Unit - I	Introduction: Concept, Scope, Objectives and Functions of Advertising. Role of Advertising in marketing mix and the advertising process. Legal, ethical and social aspect of advertising.
Unit - II	Pre-launch Advertising Decision: Determination of target audience, Advertising Media and their choice. Advertising messages, Layout of advertisement and Advertising Appeal, Advertising Copy.
Unit - III	Promotional Management: Advertising Department, Role of Advertising Agencies and their Selection, Advertising Budget, Evaluation of Advertising Effectiveness.
Unit - IV	Personal Selling: Meaning and Importance of Personal Selling, - Difference between Personal Selling, Advertising and Sales Promotion. Methods and Procedure of Personal Selling.
Unit - V	Sales Management: Concept of Sales Management, Objectives and Functions of Sales Managements. Sales Organization, Management of Sales force and Sales force objectives, Sales force Recruitment: - Selection, Training, Compensation and Evaluation.



Principal  
Bhilai Mahila Mahavidyalaya  
Hospital Sector, Bhilai, Durg (C.G.)



(2) सेविगर्गीय प्रबन्ध (प्रश्नपत्र : B – द्वितीय)

PERSONNEL MANAGEMENT (Paper: B - Second)

M.M. :80

Unit - I	Concept, Definition, Importance & Objectives of Personnel Management, Historical Development of Personnel Management, Nature, scope planning, Philosophy and Principles of personnel Management and its relation with behavioral sciences.
Unit - II	Personnel policies, programmers & procedures. Personnel Department; Personnel Functions, Position of personnel Department & Organization of Personnel Management.
Unit - III	Manpower planning Recruitment and Selection, Training & Development of Employees & Executives. Promotion, Demotion, Transfers, Absenteeism & Turnover.
Unit - IV	Performance Appraisal and Merit Ruting, Discipline. Job evaluation Wage & Salary Administration, plans of Remuneration & Financial Rewards/Incentive payments.
Unit - V	Employees Fringe Benefits & Services - Safety, Health & Security programmer and welfare. Motivation and Moral.

  
Principal  
Bhilai Mahila Mahavidyalaya  
Hospital Sector, Bhilai, Durg (C.G.)

**(4) व्यूह रचना प्रबन्ध (प्रश्नपत्र : B - चतुर्थी)**  
**STRATEGIC MANAGEMENT (Paper: B - Fourth)**

M.M.:80

<b>Unit - I</b>	<b>Concept of Strategy:</b> Defining strategy, levels at which strategy operates; Approaches to strategic decision making; Mission and purpose, objectives and goals; Strategic business unit (SBU); Functional level strategies. <b>Environmental Analysis and Diagnosis:</b> Concept of environment and its components; Environment scanning and appraisal; Organisational appraisal; Strategic advantage analysis and diagnosis, SWOT analysis.
<b>Unit - II</b>	<b>Strategy Formulation and Choice of Alternatives:</b> Strategies - modernisation, diversification, integration, Merger, take-over and joint strategies; Turnaround, divestment and liquidation strategies; Process of strategic choice-industry, competitor and SWOT analysis; Factors affecting strategic choice; Generic competitive strategies- cost leadership, differentiation focus, value chain analysis, bench marking, service blue printing.
<b>Unit - III</b>	<b>Functional Strategies:</b> Marketing, production/ operations and R & D plans and policies. Functional Strategies: Personnel and financial plans and policies.
<b>Unit - IV</b>	<b>Strategy Implementation:</b> Inter-relationship between formulation and implementation; Issues in strategy implementation; Resource allocation. <b>Strategy and Structure:</b> Structural considerations, structures for strategies; Organisational design and change.
<b>Unit - V</b>	<b>Strategy Evaluation:</b> Overview of strategic evaluation; Strategic control; Techniques of strategic evaluation and control. Global Issues in Strategic Management.

  
**Principal**  
Bhilai Mahila Mahavidyalaya  
Hospital Sector, Bhilai, Brg (C.G.)



**(4) सामान्य बीमा —(प्रश्नपत्र : C -चतुर्थ)**  
**GENERAL INSURANCE (Paper: C - Fourth)**

M.M. :80

<b>Unit - I</b>	<b>Introduction:</b> Origin and Development of Insurance : Advantages, Importance and Functions of Insurance, Fundamental principles of Insurance - insurable interest, utmost good faith, other principles - indemnity, subrogation, contribution, mitigating of loss warranties, Proximate cause etc.
<b>Unit - II</b>	<b>Classification and Re-insurance:</b> General Principles, various methods of re-insurance, under insurance, Over-insurance, double insurance Classification and organisation of Insurance.
<b>Unit - III</b>	<b>Marine Insurance:</b> Introduction, Evolution & Development of marine insurance. Necessary elements of marine insurance contract Peril & Scope of marine insurance. Procedure of Taking out Marine Insurance Policy, kinds of Marine insurance Policies, Computation of Marine Insurance Premiums and Returns, Marine Losses - Total loss, Actual and Constructive, Partial Loss - particular average loss and general average loss, Settlements of Claims and Recoveries, Salvage and Particular Charges.
<b>Unit - IV</b>	<b>Fire insurance:</b> Physical and moral hazards, functions of fire insurance, history of fire insurance : principles of fire insurance, meaning of fire, characteristics of fire insurance, contract rights of insurer under a fire insurance contract, procedure of fire insurance policy, fire policy conditions, settlement of claims.
<b>Unit - V</b>	<b>Miscellaneous Insurance:</b> Personal accident Insurance, Motor, employer's liability fidelity guarantee, burglary, livestock, crop. And workmen's compensation insurance, Cattle Export Risks; Engineering; Aircraft insurance.



**Principal**  
Bhilai Mahila Mahavidyalaya  
Hospital Sector, Bhilai, Burg (C.G.)

**Optional Group - E**  
**Paper -I: Business Environment**

**Objective**

This course develops ability to understand and scan business environment analyses opportunities and take decisions under uncertainty.

**Course Inputs**

**Theoretical Framework of Business Environment:** Concept, significance and nature of Business Environment; Elements of Business Environment- internal and external; changing dimensions of Business Environment; Techniques of environmental scanning and monitoring.

**Economic Environment of Business:** Significance and elements of economic environment; Economic systems and business environment; Economic planning in India; Government policies-Industrial Policy, Fiscal, Monetary Policy, EXIM policy; Public Sector and Economic Development; Development Banks and relevance to Indian business; Economic reforms, Liberalisation and structural adjustment programmes.

**Political and Legal Environment of Business:** Critical elements of political environment; Government and business; changing dimensions of legal environment in India; MRTP Act, FEMA and Licensing policy; Consumer Protection Act.

**Socio-Cultural Environment:** Critical elements of socio-cultural environment; Social institutions and systems; Social values and attitudes; Social groups; Middle class; Dualism in Indian society and problems of uneven income distribution; Emerging rural sector in India; Indian business system; Social Responsibility of business; Consumerism in India.

**International and Technological Environment:** Multinational corporations; Foreign collaborations and Indian business; Non-resident Indian and corporate sector; International economic institutions - WTO, World Bank, IMF and their importance to India; Foreign trade policies; Impact of Rupee Devaluation; Technological environment in India; Policy on research and development; Patent Laws; Technology transfer.



Principal  
Bhilai Mahila Mahavidyalaya  
Hospital Sector, Bhilai, Durg (C.G.)



## M.Com V<sup>th</sup> Semester

Special attention to the Students. Students are required to select any one Specialization out of four suggested below.

### Optional - Specialization

- Optional Group - (A) Marketing
- Optional Group - (B) Management
- Optional Group - (C) Banking and Insurance
- Optional Group - (D) Taxation and Accounting
- Optional Group - (A) विपणन (Marketing)

प्रश्न पत्र	प्रश्नपत्र का नाम	पूर्णांक	पेपर कोड
Paper - A I प्रश्न पत्र-A I	विपणन के सिद्धान्त (Principle of Marketing)	80+20	401
Paper - A II प्रश्न पत्र-A II	विक्रयण एवं विक्रय प्रबन्ध (Advertising & Sales Management)	80+20	402
Paper - A III प्रश्नपत्र-A III	विपणन अनुसन्धान (Marketing Research)	80+20	403
Paper - A IV प्रश्नपत्र -A IV	अन्तर्राष्ट्रीय विपणन (International Marketing)	80+20	404

  
Principal  
Bhilai Mahila Mahavidyalaya  
Hospital Sector, Bhilai, Durg (C.G.)

## महत्वपूर्ण नोट :

सत्र 2014-15 से एम. कॉम. प्रथम, द्वितीय एवं तृतीय सेमेस्टर में सभी प्रश्न-पत्र अनिवार्य होंगे। उक्त परीक्षा में वैकल्पिक प्रश्न-पत्र चयन की व्यवस्था नहीं होगी।

एम. कॉम. चतुर्थ सेमेस्टर में विशिष्टीकरण समूह (A), (B), (C), (D) या (E) में से किसी भी एक वैकल्पिक समूह का चयन कर उस समूह के सभी चार प्रश्न-पत्र अनिवार्य रूप से लेने होंगे।

एम. कॉम. चतुर्थ सेमेस्टर में उपरोक्त विशिष्टीकरण समूह के अतिरिक्त 50 अंक की मौखिक परीक्षा तथा 50 अंक का परियोजना प्रतिवेदन (अधिकतम 50 पृष्ठों का) तैयार करना अनिवार्य होगा। यह प्रतिवेदन वाणिज्य या प्रबन्ध विषय से सम्बन्धित होगा।

सभी प्रश्न-पत्रों में लिखित परीक्षा 80 अंकों की तथा 20 अंकों की आन्तरिक मूल्यांकन परीक्षा होगी। आन्तरिक मूल्यांकन के अंक परीक्षार्थियों की उपस्थिति, सेमीनार, शोध एवं शैक्षणिक कार्य में भागिता, इकाईवार मूल्यांकन परीक्षा आदि के आधार पर प्रदान किये जायेंगे।

आन्तरिक परीक्षा एवं बाह्य परीक्षा में प्रश्नपत्रवार न्यूनतम उत्तीर्णांक 20 होगा। जो अध्यादेश क्रमांक 170 के प्रावधानों के अनुसार बंधनकारी होगा।

### Optional Group-(E)

व्यापार पर्यावरण एवं वित्त और अनुसंधान

(Business Environment & Finance & Research)

प्रश्न पत्र	प्रश्नपत्र का नाम	पूर्णांक	पेपर कोड
Paper - E I प्रश्न पत्र- EI	व्यापार पर्यावरण (Business Environment)	80+20	431
Paper - E II प्रश्न पत्र- EII	वित्तीय संस्थाएँ (Financial Institution's)	80+20	432
Paper - E III प्रश्न पत्र-EIII	अनुसंधान क्रियाविधि ( Research Methodology )	80+20	433
Paper - E IV प्रश्न पत्र-EIV	सुरक्षा विश्लेषण (Security analysis)	80+20	434



Principal  
Bhilai Mahila Mahavidyalaya  
Hospital Sector, Bhilai, Durg (C.G.)

### 1.3.1 Institution integrated cross- cutting issue relevant to Environment and Sustainability into Curriculum.

#### Environmental Studies (B.Sc., B.Com, BA, BCA, BBA)

<p><b>UNIT- I</b></p> <p><b>THE MULTIDISCIPLINARY NATURE OF ENVIRONMENTAL STUDIES</b></p> <p><b>Definition, Scope and Importance</b></p> <p><b>Natural Resources:</b></p> <p><b>Renewable and Nonrenewable Resources</b></p> <ul style="list-style-type: none"><li>(a) Forest resources: Use and over-exploitation, deforestation, Timber extraction, mining, dams and their effects on forests and tribal people and relevant forest Act.</li><li>(b) Water resources: Use and over-utilization of surface and ground water, floods/drought, conflicts over water, dam's benefits and problems and relevant Act.</li><li>(c) Mineral resources: Use and exploitation, environmental effects of extracting and using mineral resources.</li><li>(d) Food resources: World food problems, changes caused by agriculture and overgrazing, effects of modern agriculture, fertilizer-pesticide problems, water logging, salinity.</li><li>(e) Energy resources: Growing energy needs, renewable and non-renewable energy sources, use of alternate energy sources.</li><li>(f) Land resources: Land as a resource, land degradation, man induced landslides, soil erosion and desertification.</li></ul> <p><b>UNIT-II</b></p> <p><b>ECOSYSTEM</b></p> <ul style="list-style-type: none"><li>(a) <b>Concept, Structure and Function of an ecosystem</b><ul style="list-style-type: none"><li>- Producers, consumers and decomposers.</li><li>- Energy flow in the ecosystem</li><li>- Ecological succession</li><li>- Food chains, food webs and ecological pyramids.</li><li>- Introduction, Types, Characteristics Features, Structure and Function of Forest, Grass, Desert and Aquatic Ecosystem.</li></ul></li><li>(b) <b>Biodiversity and its Conservation</b><ul style="list-style-type: none"><li>- Introduction - Definition: genetic, species and ecosystem diversity</li><li>- Bio-geographical classification of India.</li><li>- Value of biodiversity: Consumptive use, productive use, social ethics, aesthetic and optionals</li><li>- Biodiversity at global, National and local levels</li><li>- India as mega-diversity nation.</li><li>- Hot spots of biodiversity.</li><li>- Threats to biodiversity: habitat loss, poaching of wildlife, man-wild life conflict.</li><li>- Endangered and endemic species of India.</li><li>- Conservation of biodiversity: In situ and Ex-situ conservation of biodiversity.</li></ul></li></ul>	<p><b>UNIT- III</b></p> <ul style="list-style-type: none"><li>(a) <b>Causes, effect and control measures of</b><ul style="list-style-type: none"><li>- Air water, soil, marine, noise, nuclear pollution and Human population.</li><li>- Solid waste management: Causes, effects and control measures of urban and industrial wastes.</li><li>- Role of an individual in prevention of pollution.</li><li>- Disaster Management: floods, earthquake, cyclone and landslides.</li></ul></li><li>(b) <b>Environmental Management</b><ul style="list-style-type: none"><li>- From Unsustainable to sustainable development.</li><li>- Urban problems related to energy.</li><li>- Water conservation, rain water harvesting, watershed management.</li><li>- Resettlement and rehabilitation of people, its problems and concerns.</li><li>- Environmental ethics: Issues and possible resolutions.</li><li>- Climate change, global warming, acid rain, ozone layer depletion, nuclear accidents and bioterrorism.</li><li>- Wasteland reclamation.</li><li>- Environment protection Act: Issues involved in enforcement of environmental legislation.</li><li>- Role of Information Technology in Environment and Human Health.</li></ul></li></ul>
--	--



## **B.ED. SYLLABUS (SEMESTER IV)**

### **CONTEMPORARY STUDIES**

#### **PAPER - X: GENDER, SCHOOL AND SOCIETY**

**TOTAL MARKS: 80**

#### **COURSE OBJECTIVES:**

- (i) Understanding the role of culture (apart from biology) as determinants of gender distinction in social living;
- (ii) Awareness of factors that shape gendered roles in Indian society;
- (iii) Understand the problems of girl child education in our society;
- (iv) Developing a critical perspective on gender-based discrimination and its effects;
- (v) To provide an introduction to and the development of an understanding of feminist approaches to the social and cultural construction of gender;
- (vi) To develop a critical understanding of intersectionality, including an awareness of gender and its complex intersections with other social and cultural categories, including but not limited to caste, tribe, class, sexuality and ability; and
- (vii) To equip the teacher with the ability to create more meaningful and gender just experiences for her students.

#### **Course Outline**

##### **Unit - I: Gender: Key Concepts- Social Construction of Gender**

- Examining one's own growing up as a boy or a girl.
- Gender, sex, sexuality, patriarchy, masculinity and feminism.
- Gender bias, gender roles and stereotyping, and its consequences.
- Gender and other forms of inequality in relation with (caste, class, ethnicity, disability etc).
- Female sex ratio and child sex ratio.

##### **Unit - II: Gender and Schooling**

- Schooling of girls (literacy rate, dropout rate, completion rate, etc.) and reasons why girls are not able to complete schooling.
- Why do girls feel uncomfortable in schools?
- Can schools be different so that more girls can be educated?
- Gender bias in curriculum, textbooks, analysis of hidden curriculum.

*Handwritten signature*  
22/03/21

*Handwritten signature*  
22/03/21

*Handwritten signature*  
22/03/21

*Handwritten signature*  
22/03/21

- Critical examination of school and classroom processes- challenging gender biases and stereotypes.
- Understanding relationships within the school- child-child, teacher-child and teacher-peer group relationships from the perspective of gender.
- Feminization of teaching profession.

### **Unit - III: Gender and Sexuality**

- Understanding sexuality (sexual orientation and sexual identity- third gender) and the relationship between power and sexuality.
- Violence against women- empirical examples of the graded violence against women, the impact of conflict and violence on the lives of women, efforts to deal with the issue of violence against women.
- Legal (sexual and reproductive) rights of women.

### **Unit - IV: Psychological and Sociological Perspectives**

- Radical Feminist;
- Socialist-Feminist;
- Psychoanalytical and other perspectives;
- Recent debates.

### **Unit - V: Strategies for Change**

- Policy and management.
- In the school.
- Women's action groups.
- Mass media.

### **Suggested themes for transaction of the content (Group discussions and review of case studies etc.)**

- Telling our own 'gendered' stories.
- En-culturing 'gendered' roles in upbringing within different kinds of families- case studies.
- Gender issues in school education- case studies.
- Gender issues manifest in contemporary public spaces- case studies.
- Responding to various forms of gender discrimination.

-----\*\*\*-----

*Handy*  
22/03/21

*Handy*  
22/03/21

*Handy*  
22/03/21

*Handy*  
22/03/21

### Suggested Readings:

1. Gender Analysis of State Policies: A case study of Chhattisgarh- Dr. Sen Ilina.
2. Towards Gender Equality in Education: Progress and challenges in Asia-Pacific Region- R. Govinda, National University of Educational Planning and Administration, New Delhi.
3. Bhattacharjee, Nandini (1999). Through the looking-glass: Gender Socialisation in a Primary School in T. S. Saraswathi (ed.) *Culture, Socialization and Human Development: Theory, Research and Applications in India*. Sage: New Delhi.
4. Geetha, V. (2007). *Gender*. Stree: Calcutta.
5. Ghai, Anita (2008). Gender and Inclusive education at all levels. In Ved Prakash & K. Biswal (ed.) *Perspectives on education and development: Revising Education commission and after*, National University of Educational Planning and Administration: New Delhi.
6. Jeffery, P. and R. Jefferey (1994). Killing My Heart's Desire: Education and Female Autonomy in Rural India. In Nita Kumar (ed.) *Women as Subjects: South Asian Histories*. New Delhi.
7. Learning, Livelihoods, and Social Mobility: Valuing Girls' Education in Central India. Peggy Froerer, Brunel University, Anthropology and Education.

Gandhi  
22/03/21

22/03/21

22/03/21

22/03/21



**B.ED. SYLLABUS (SEMESTER IV)**

**PAPER - XII: ELECTIVE GROUP - II**

**XII (F) TEACHING OF VALUES**

**TOTAL MARKS: 80**

**COURSE OBJECTIVES:**

- (i) To understand the nature and sources of nature, and disvalues.
- (ii) To understand the classification of values under different types.
- (iii) To appreciate educational values like democratic, secular, and socialist.

**Course Outline**

**Unit - I**

- Nature and sources of values, biological, psychological, social and ecological determinants of values- their bearing on education in varying degrees.

**Unit - II**

- Classification of values into various types: Material, social, moral and spiritual values; status of values; how can these be realized through education.

**Unit - III**

- Corresponding to values there are evils or dis-values: Material, social, economic, moral and religious evils leading to faithlessness and irreverence; how can education overcome these negative values.

**Unit - IV**

- Levels of values realization, how to resolve the conflicts among values; how to work for the integration of values that are embedded in education.
- Development of values as a personal and life-long process-teaching of values as an integral part of education.

**Unit - V**

- Evaluating that teachers and other school personnel are value laden, students and parents are value laden, curriculum is value laden evaluate.
- Value of self-sacrifice vs value of self-centredness.
- Values of excellence vs values of ego-centralism.
- Values of work vs values of selfishness.
- Every teacher or all teachers need to teach values.

*Handwritten signature*  
22/03/21

*Handwritten signature*  
22/03/21

*Handwritten signature*  
22/03/21

*Handwritten signature*  
22/03/21

### **Suggested Readings:**

1. Hassh, I.R.H., Miller., J.R. & Fieding, G.D.: Models of Moral Education, An Appraisal. Lorigman Inc, New York.
2. Passi, B.K. & Singh, P.: Value Education, National Psychological Corporation. Agra.
3. Laths, L.E., Menu Harmins & Sydney, S.: Value and Teaching. Menhill, Ohio.
4. Rokeach, M.: The Nature of Human Values. Coiler MacMillan Publisher, London.
5. Fraenkel Jack R.: How to Teach Value: An Analytical Approach. Prentice Hall, New Jersey.

-----\*\*\*-----

*Gandhi*  
22/03/21

*Sharma*  
22/03/21

*Prakash*  
22/03/21

*Devi*  
22/03/21

## PAPER - XI

### CHILDHOOD PSYCHOPATHOLOGY

Max. Marks: 80

- UNIT-I**      1. Normality – Meaning, Concept and criteria's of normality  
Cultural differences in normal adaptation  
Features of normal adaptation  
Normal adjustment changes with age  
Meaning and criteria's of abnormality.
- UNIT-II**      2. Stress and adaptation to stress  
Nature of stress  
Types of stress  
Sources of stress  
Effect of stress in psychological functioning  
Effect of stress on physical health    Responding to stress  
Measurement of stress  
Theories of stress  
Factors of moderating the impact of the stress  
Mental health- Definition, concept, and contents. Importance of mental hygiene.
- UNIT- III**      5. Introduction to psychopathology  
History and different models  
Etiology of mental disorders - Psycho-social models  
Psychopathology of neurotic, stress related and somato form disorders.  
Anxiety disorders    Dissociative disorders
- UNIT-IV**      6. Obsessive and compulsive disorder  
Phobic anxiety disorders  
Adjustment disorders and behavioral syndromes associated with psychophysi-ology disturbances.
- UNIT-V**      9. Psychopathology of psychotic disorders.  
Schizophrenia ,Paranoia.  
Mood disorders  
Psychopathology of personality and behavioral disorders  
Specific —personality disorders.  
Habit and impulse disorders  
Mental and behavioral disorders

R2  
13.6.19    R2  
13.6.19    R2  
13.6.19    R2  
13.6.19



**INTRODUCTION TO RESOURCE MANAGEMENT;  
ECOLOGY & ENVIRONMENT (Paper Code-0554)**

Marks : 50

**FOCUS :**

This course deals with the management of resources in the family with particular reference to mobilising all the resources for achieving the family goals. It also deals with the factors motivating management and management applied to specific resources. The course intends to create awareness, appreciation and understanding of environment. The major environmental issues and problems are to be critically analysed for inculcating environmental consciousness among the learners and to help them take individual/household/community level decision for making the physical environment conducive for family living. The course content has to be taught at an elementary level.

**OBJECTIVES :**

1. To create an awareness among the students about management in the family as well as the other systems.
2. To recognize the importance of wise use of resources in order to achieve goals.
3. The physical environment and its components and the major issues
4. The impact of human activities on environment
5. The action needed for checking environmental threats

**THEORY :**

**UNIT - I Introduction to Management**

Basic concepts of Management

Purpose of Management

Achievement of Goals

Obstacles to the Improvement of Management

Factors affecting management

a. Life style

b. Type of family

c. Family size, stage of family life cycle

**UNIT-II Factors Motivating Management**

a. Goals, definition, types and utility

b. Values - Importance, sources of values, classification, characteristics, changing values

c. Standards - Definition, classification-quantitative, qualitative, conventional and non-conventional

d. Decision - Role of decision making in management, resource availability

**UNIT-III Management Process**

a. Meaning and elements of process - planning, controlling the plan and evaluating, decision making

b. Planning - Importance, techniques, types of plan

i. Controlling the plan in action

ii. Phases energizing checking

- Factors in success of the control step

- Suitability



- Promptness
- New decisions
- Flexibility
- iii. Supervisions of delegated plan
  - Types of supervision - direction and guidance
  - Analysis of supervision
- iv. Evaluation - Importance, relationship to goals
  - Types- Informal and formal, overall and detailed
  - Techniques of self-evaluation
  - Evaluation of the whole process of management

### Resources in the Family

- a. Types of resources
- b. Factors affecting the use of resources

## UNIT-IV

### Introduction

- ✓ Meaning and definition of ecology and environment, scope of the subject.

#### Land

as a resource, energy and mineral resources land pollution - sources, domestic waste major health hazards prevention and control.

#### Water

Problems and issues : Water pollution and scarcity, pollutants - health hazards and their control

Utility of forests and forest resources, deforestation and its impact, forest conservation.

#### ✓ Air

Composition; air pollutants sources, their health hazards, green house effect

## UNIT-V

### Energy

Major sources of energy - alternate energy sources and energy conservation measure.

### Habitat and Population

Uncontrolled population growth and its impact, control measures.

### Environmental Education

Meaning, need and objectives, highlights, role of government, NGOs and educational institutions, national and international agencies.

### Environmental Protection

Policies, programmes and legislations

नीतियाँ, कार्यक्रम

## PRACTICALS

### ANY EIGHT PRACTICALS

1. Visit to Air Quality Monitoring unit of the Municipal Corporation
  2. Visit to water supply station and sewage plant to study the water supply system and the waste water and sewage disposal.
  - ✓ 3. Identify the Food Chain in our daily life.
  - ✓ 4. Study the water cycle and water distribution on earth.
  5. Study the cooling effects of evaporation.
  - ✓ 6. Study the uses of solar energy
- Practicals of Family resource management of B.H.Sc. Part I of Pt. R.S.S. Uni. Raipur.

### REFERENCES :

2. Dowdswell, Elizabeth (1997) : Salvaging the Earth : Need for Action. Environmental crisis and humans at risk : priorities for action. P. 20-24 in

## English Syllabus

### 1. Curriculum relevant to Professional Ethics.

Part II classes of all faculties English Language paper II

Poem Sonnet – To Science

Part II classes of all faculties English Language paper II

Lesson ‘All Men are Scientist’

Lesson ‘ Science in Ancient India’

Lesson ‘Major Ancient Indian Scientist’

Part III classes of all faculties English Language paper II Lesson  
‘Communication Education and Information Technology’

Part III classes of all faculties English Language paper II Lesson  
‘Globalisation and Privatisation’

Part III classes of all faculties English Language paper II Lesson  
‘The New Economic Policy’

Part III classes of all faculties English Language paper II Lesson  
‘Management of Change’

Part III classes of all faculties English Language paper II Lesson  
‘Geo- Economic Profile of Madhya Pradesh’



Part III classes of all faculties English Language paper II Lesson  
'J.C.Bose'

Part III classes of all faculties English Language paper II Lesson  
'Srinivasa Ramanujan'

Part III classes of all faculties English Language paper II Lesson  
'Communication in the Modern Age'

## 2. Curriculum relevant to Gender Issues.

Lesson Part III classes of all Faculties English language paper 2  
'Women And Development'

## 3. Curriculum relevant to Human values and rights

Part I classes of all faculties English language paper II

Part I classes of all faculties English Language paper II Lesson  
'The Ramayana and the Mahabharata'

Part I classes of all faculties English Language paper II Lesson  
'Life in Vedic Literature'

Part III classes of all faculties English Language paper II Poem  
'The Universality of Religion'

Lesson 'Fundamental Duties'

Lesson 'Aspects of Indian Constitution'

Part III classes of all faculties English Language paper II Poem  
'Democratic Decentralisation Basic Quality of Life'

#### 4. Curriculum relevant to Environment and Sustainability

Part I classes of all faculties English Language paper II Poem  
'Tree'

Part I classes of all faculties English Language paper II Lesson  
'Where the Mind is Without Fear'

Part I classes of all faculties English Language paper II Lesson  
'The Ideals of Indian Art'

Part I classes of all faculties English Language paper II Lesson  
'The Wonder That was India'

Part I classes of all faculties English Language paper II Lesson  
'The Heritage of Indian Art'

Part III classes of all faculties English Language paper II Poem  
'Three Years She Grew'

Part II classes of all faculties English Language paper II

## BSc final year paper 2

**PAPER-II—ECOLOGY AND UTILIZATION OF PLANTS**

- UNIT-I** **Plants and environment :** Atmosphere (gaseous composition), water (properties of water cycle), light (global radiation, photosynthetically active radiation), temperature, soil (development, soil profiles, physico-chemical properties), and biota.  
Morphological, anatomical and physiological responses of plants to water (hydrophytes and xerophytes), temperature (thermoperiodicity), light (photoperiodism, heliophytes and sciophytes) and salinity.
- UNIT-II** **Community ecology :** Community characteristics, frequency, density, cover, life forms, biological spectrum; ecological succession.  
**Ecosystems :** Structure; abiotic and biotic components; food chain, food web, ecological Pyramids, energy flow; biogeochemical cycles of carbon, nitrogen and phosphorus.
- UNIT-III** **Population Ecology :** Growth curves; ecotypes; ecades. Biogeographical regions of India. Vegetation types of India : Forests and Grasslands.

**UTILIZATION OF PLANTS**

- UNIT-IV** Food plants; Rice, wheat, maize, potato, sugarcane.  
Fibres : Cotton and Jute.  
**Vegetable oils :** Groundnut, mustard and coconut.  
General account of Sources of firewood, timber and bamboos.
- UNIT-V** **spices :** General account.  
**Medicinal plants :** General account.  
**Beverages :** Tea and coffee.  
Rubber.

**Suggested Laboratory Exercises - PHYSIOLOGY**

1. To study the permeability of plasma membrane using different concentrations of organic solvents.
2. To study of effect of temperature on permeability of plasma membrane.
3. To prepare the standard curve of protein and determine the protein content in unknown samples.
4. To study the enzyme activity of catalase and peroxidase as influenced by pH and temperature.
5. Comparison of the rate of respiration of various plant parts.
6. Separation of chloroplast pigments by solvents method.
7. Determining the osmotic potential of vacuolar sap by plasmolytic method.
8. Determining the water potential of any tuber.
9. Separation of amino acids in a mixture by paper chromatography and their identification by comparison with standards.
10. Bioassay of auxin, cytokinin, GA, ABA and ethylene using appropriate plant material.
11. Demonstration of the technique of micropropagation by using different explants, e.g. axillary buds, shoot meristems.
12. Demonstration of the technique of anther culture.
13. Isolation of protoplasts from different tissues using commercially available enzymes.
14. Demonstration of root and shoot formation from the apical and basal portion of stem segments in liquid medium containing different hormones.



# MSc fourth semester paper second

## M.Sc. SEMESTER - IV

### PAPER - II POLLUTION AND BIODIVERSITY CONSERVATION

MAX.MARKS-80

#### UNIT-I

##### CLIMATE, SOIL AND VEGETATION PATTERNS OF THE WORLD :

Life zones, major biomes, major vegetation types and soil types of the world, barren land.

#### UNIT-II

##### POLLUTION, CLIMATE CHANGE AND ECOSYSTEMS :

Air, water and soil pollution:- kinds, sources, quality parameters, effects on plants and ecosystem. Green house gases (Carbon dioxide, methane, nitrous oxide, Chloro fluorocarbons: sources, trends and role), ozone layer, ozone hole, consequences of climate change) Carbon dioxide fertilization, global warming, sea level rise, UV radiation).

#### UNIT-III

**BIOLOGICAL DIVERSITY :-** Concepts and levels, status in India, Utilization and concerns, role of biodiversity in ecosystem functions and stability, speciation and extinction, IUCN categories of threat, distribution and global patterns, terrestrial biodiversity hot spots, inventory.

World centers of primary diversity of domesticated plants; The Indo Burmese center, plant introductions and secondary centers.

#### UNIT-IV

##### CONSERVATION STRATEGIES

Principles of conservation, extinctions, environmental status of plants based on International union for conservation of Nature.

In situ conservation, International efforts and Indian initiatives, protected areas in India- sanctuaries, national parks, biosphere reserves, Wetlands, Mangroves and coral reefs for conservation of wild biodiversity.

Ex situ conservation : Principles and practices, botanical gardens, field gene bank, seed banks, in vitro repositories, cryo banks, general account of the activities of Botanical survey of India (BSI), National Bureau of plant genetic resources (NBPGR), Indian council of Agriculture research (ICAR), Council of scientific and Industrial research (CSIR), and the department of Biotechnology (DBT) for conservation and non formal conservation efforts.

# MSc semester third paper two

## M.Sc. SEMESTER - III

### PAPER - II PLANT ECOLOGY- I

#### (ECOSYSTEM AND VEGETATION ECOLOGY)

MAX.MARKS-80

#### UNIT-I

**ECOSYSTEM ORGANISATION:-** Structure and functions, primary production (Methods of measurement, global pattern, controlling factors), Energy dynamics (trophic organization, energy flow pathways, ecological efficiencies), Litter fall and decomposition, (mechanism, substrate quality, and climatic factors), global biogeochemical cycles of C, N, P, and S, mineral cycles (pathways, processes and budgets) in terrestrial and aquatic ecosystems.

#### UNIT-II

##### ECOSYSTEM STABILITY AND MANAGEMENT

Concept (resistance and resilience), Ecological perturbations (natural and anthropogenic) and their impact on plants and ecosystems, ecology of plant invasion, environment impact assessment, ecosystem restorations. Concept of Sustainable development, sustainability indicators.

#### UNIT-III

##### VEGETATION ORGANISATION:-

Concepts of community and continuum, analysis of communities (analytical and synthetic characters), Community coefficients, inter specific associations, ordination, and concept of ecological niche.

#### UNIT-IV

##### VEGETATION DEVELOPMENT :-

Temporal changes (cyclic and non cyclic), mechanism of ecological succession (relay floristic and initial floristic composition, facilitation, tolerance and inhibition models), change in ecosystem properties during succession.

#### REFERENCE BOOKS :

- Smith, R.L. 1996. Ecology and field biology, Harper Collins, New York.  
Odum, E.P. 1971. Fundamentals of Ecology, Saunders, Philadelphia.  
Odum, E.P. 1983. Basic ecology, Saunders, Philadelphia.  
Kormondy, E.J. 1996. Concepts of Ecology, Prentice Hall of India Pvt.Ltd. New Delhi.  
Moldan, B. and Billharz, S. 1997 Sustainability indicators, John Wiley and Sons, New York.

*[Handwritten signatures and marks]*

# MSc semester third paper one

## M.Sc. SEMESTER - III PAPER - I PLANT DEVELOPMENT AND PLANT RESOURCES

MAX.MARKS-80

### UNIT-I

**Introduction:** Unique features of plant development. Metabolism of nucleic acids, proteins and mobilization of food reserves, tropisms; control of cell division, Programmed cell death in the life cycle of plants, Seed germination, Hormonal control of Seedling growth. Seed dormancy, Over coming of seed dormancy, Bud dormancy.

**Root development :** Organization of root apical meristem (RAM), Cell fates and lineages, Vascular tissue differentiation of root, Lateral roots, Root hairs, Root microbe interaction.

### UNIT-II

**Shoot development :** Organization of shoot apical meristem (SAM), Cytological and molecular analysis of SAM. Control of tissue differentiation; especially Xylem and Phloem, Vascular cambium. Secretory ducts and laticifers, Wood development in relation to environmental factors.

### UNIT-III

**Leaf development :** Development, Phyllotaxy, Control of leaf form, Differentiation of epidermis (with special reference to Stomata and Trichome) and Mesophyll cell. Senescence, Influences of hormones and environmental factors on senescence.

**Flower development :** Floral characteristics, Flower development, Genetics of floral organ differentiation: Homeotic mutant in Arabidopsis and Antirrhinum, Sex determination.

### UNIT-IV

**Plant resources :** Origin, Evolution, Cultivation and Uses of (i) Food, Forage and Fodder crops, (ii) Fiber crops, (iii) Medicinal and Aromatic plants, (iv) Vegetable Oil-yielding crops (v) fruits. Important fire-wood, Timber-yielding plants and Non-wood forest products (NFPs) such as bamboos, gums, tannins, dyes and resins.



**Department of Chemistry**  
**Bhilai Mahila Mahavidyalaya**  
M.Sc. IV Semester  
Paper- CH-22  
Environmental and Applied Chemical Analysis

**PAPER NO. CH - 22**  
**ENVIRONMENTAL & APPLIED CHEMICAL ANALYSIS**

**Max. Marks 80**

**UNIT-I**

**AIR POLLUTION MONITORING AND ANALYSIS**

Classification of air pollution monitoring levels, air quality, standards and index, monitoring and analysis of selected air borne pollutants: SO<sub>2</sub>, NO<sub>x</sub>, SPM, Volatile organic compounds, Pb, CO<sub>2</sub>, Persistent organic compounds, Hg, carbon and ozone. Air pollution control devices Viz ESP, scrubber technique, baghouse filters etc. Atmospheric chemistry of acid rains, photochemical smog, greenhouse effect, global warming, ozone hole.

**UNIT-II**

**SOIL AND WATER POLLUTION**

Soil and water quality standards, monitoring and analysis of selected soil and water contaminants: COD, pesticides, heavy metals, POP's, fluoride, cyanide, nitrate, phosphate, oil & grease, Geobiochemical impact of municipal solid waste, steel plants effluent, domestic sewage. Control devices of water pollutants.

**UNIT-III**

**FOOD ANALYSIS**

1. Introduction to general constituents of food- Proximate Constituents and their analysis, Additives- Introduction, types, study of preservatives colors and antioxidants and methods of estimation, adulteration - Introduction, types, test for adulterants.
2. Introduction of standards composition and analysis of following foods: Wheat, Bread, Biscuits, Jam, Jelly, Honey, Milk, Ice Cream, Butter, Cheese, Milk Powder, Oils and Fats, Tea, Coffee, Soft drinks, Alcoholic beverages, Cereal and pulses, Confectionery, Fruits, Vegetables, Egg, Fish, Meat.

**UNIT-IV**

**COSMETICS, CLINICAL AND DRUG ANALYSIS**

- A. Introduction of Cosmetics, evaluation of cosmetics materials, raw material and additives, Cosmetics colors, Perfumes in cosmetics, Cosmetics formulating, introduction, standards and methods of analysis- Creams, Face powders, Make-up, Shaving preparations, Bath preparations.
- B. Concepts and principles of analytical methods commonly used in the clinical species: i.e. ammonia, Nitrogen, Ca, Cl, CO<sub>2</sub>, Fe, K, Li, Mg, Na, P, urea, glucose. Method for analysis of proteins (i.e. albumin, bilirubin, creatinine, cholesterol, HDL-cholesterol, triglycerides) and Enzymes (i.e. Alanine Aminotransferase, acid phosphatase, alkaline phosphatase, amylase, aspartate, aminotransferase,

*[Signature]*  
28.06.21  
(Dr. Aruna Tripathi)

*[Signature]*  
28.06.2021  
(Dr. C. C. Bera)

*[Signature]*  
28.06.2021  
(Dr. Rajendra Patel)

*[Signature]*  
28.06.2021

*[Signature]*  
28.06.2021  
Tajinder Kaur