

Master of Finance and Control (MFC) Semester System
Course Structure

1st Semester

Course Code	Course Title
MFC 1.1	Management Concepts and organizational Behavior
MFC 1.2	Business Environment
MFC 1.3	Management Economics
MFC 1.4	Statistical Analysis
MFC 1.5	Financial and Cost Accounting
MFC 1.6	Marketing Management
MFC 1.7	Financial Management

2nd Semester

MFC 2.1	Accounting for Management Decisions
MFC 2.2	Computer Application in Business
MFC 2.3	Financial Institutions and Markets
MFC 2.4	Corporate Legal Frame Work
MFC 2.5	Investment Management
MFC 2.6	Security Market Operations
MFC 2.7	Research Methodologies and Business Communication

3rd Semester

MFC-3.1	Operations Research
MFC 3.2	Financial Services Marketing
MFC 3.3	International Finance
MFC 3.4	Portfolio Management
MFC 3.5	E-Commerce
MFC 3.6	Corporate Tax Planning & Management

4th Semester

MFC 3.7	Training Report & Presentation
MFC 4.1	Strategic Management
MFC 4.2	Strategic Financial Management
MFC 4.3	Insurance Management
MFC 4.4	Management Information System
MFC 4.5	Multinational Financial Management
MFC 4.6	Derivatives and Risk Management
MFC 4.7	Project Report & Viva Voce (Report=50, Viva=50)

OPTIONAL PAPERS

International Accounting Project Planning and Control Small; Business Financial Management Personal Financial Management funds, Management in Commercial Bank & Insurance Sector and Business skills.

MFC 1.1 MANAGEMENT CONCEPTS AND ORGANISATIONAL BEHAVIOUR

Objective: The objective of this course is to help students understand the conceptual framework of management and Organization Behaviour.

Course Inputs.

UNIT.I Schools of Management Thought: Scientific, process, human behaviour and social system school, decision theory school, Quantitative and system school, Contingency theory of Management.. functions of a manager,

Managerial Functions: Planning-concept, significance types, Organizing-concept, principles , theories, types of organizations, authority, responsibility, power, delegation, decentralization, staffing, Directing , Coordinating, Control nature, process and techniques elements.

UNIT.II. Organisational Behaviour: Organisational behavior-concept and significance, Relationship between management and organizational behaviour, Emergence and ethical perspective, Attitudes, Perception, Learning Personality, Transactional analysis..

Motives : 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 .

UNIT.III. Group Dynamics and Team Development : Group dynamics-definition and importance, types of groups , group formation , group development, group composition, group performance factors, Team development.

Leadership: Concept, Leadership styles, Theories-trait theory, behavioral theory, Fielder's contingency theory , Harsey and Blanchard's situational theory; Managerial grid; Likert's four systems of leadership.

UNIT.IV. Interpersonal and Organization Communication: Concept of two way communication; communication process, Barriers to effective communication, Types of organizational communication, Improving communication, Transactional analysis in communication.

UNIT-V. Organizational Conflict: Dynamics and management sources, patterns, levels, and types of conflict, Traditional and modern approaches ;to conflict, Functional and dysfunctional organizational; conflicts, Resolution of conflict. Organizational Development: Concept, Need for change, resistance to change; Theories of planned change, organizational diagnosis, OD intervention.

REFERENCE:

Michael V.P.: Organizational Behaviour & Managerial Effectiveness, S.Chand, New Delhi.

Griffin, Ricky W: Organizational Behaviour, Houghton Mifflin Co. Boston,

Hellreigel, Don, John. W.Slocum Jr. and Richards W.Woodman,

Organizational Behaviour, South Western College, Publishing, Ohio.

Hershey, Paul, Kenneth H. Blanchard and Dewey E. Johnson, Management of Organizational Behaviour : Utilizing Human Resource, Prentice Hall, New Delhi.

Ivancevich; John and Michael T Matheson: Organizational Behaviour and Management, Business Publication inc. Texas.

Koontz,Harold, Cyril C' Donnelly and Heinz We rich Essentials of Management, tata McGraw Hill, New Delhi.

Luathans Fred: Organizational Behaviour, McGraw Hill, New York.

Newsroom, John Wand Keith Davis: Organizational Behaviour Human Behaviour at work, TMH N.Delhi.

Robbins, Stephen P. and Mary coulter, management, Pearson Education, New Delhi.

Steers, Richards M and J.Stewart Black.Organisational Behaviour Harper Collins College Publisher, NY.

Sukla, Madhukar: Understanding Organisations, Organisation Theory and practice in India, PH New Delhi.

Thom Hill, Managing Change Pearson Education , New Delhi.

Green Beng, Behaviour in Organisation.

Hall' Organisation Structure, Process and outcomes.

Knanks : Organisational Behaviour- S.Chand, New Delhi.

MFC 1.2 BUSINESS ENVIRONMENT

Objective: The course develops ability to understand and scan business environment analysis opportunity and take decision under uncertainty.

Course Inputs:

UNIT.I Theoretical framework of Business environment: Concept, significance and nature of business environment, Elements of environment, Techniques of environmental scanning and monitoring, Global environment and its rational merits and demerits.

UNIT-II. Economic Environment of Business: Significance and elements of economic environment, Economic systems and business environment, Economic Planning in India; Government policies Industrial Policy, Fiscal policy, Monetary Policy, Public Sector and economic development.

UNIT-III. Political and legal Environment of Business: Critical elements of political environment, Government and Business, Changing dimensions of legal environment in India

Socio-cultural Environment: Critical elements of socio-cultural environment, Social institution and systems, Social values and attitudes. Indian business system, Social responsibility of business

UNIT-IV. International and Technological Environment: Multinational corporations, Foreign collaborations and Indian business, International economic institutions, WTO, World Bank, IMF and their importance to India, TRIPS, TRIMS, Anti-dumping, Dispute, Settlement in WTO regime, WTO and its impact on Indian Industry and Agriculture.

UNIT-V. Economic Reforms: Need for economic reforms, Main features of reforms, structural changes, Deregulation, privatization and globalization impact of reforms. Future trends of reforms, MNCs- Definition, advantages, disadvantages, control over MNCs

OPTIONAL : TRADE BLOCK AND BUSINESS CENTRES EEC,NAFTA,ASEAN,SFTA,SAARC:

REFERENCE;-

Adhockery, M: Economic Environment of Business, Sultan Chand & Sons, New Delhi.

Ahluwalla. I.J.: Industrial Growth in India, Oxford University Press, Delhi.

Alagh, Yoginder K: Indian Development Planning and policy, Vikas Pub., New Delhi.

Aswathappa,K: Legal Environment of Business, Himalaya Publication, Delhi.

Chakravarty.S: Development Planning, Oxford University Press, Delhi.

Ghosh.Biswanath: Economic Environment of Business, Vikas Pub., New Delhi.

Govt.of India,: Economic Survey, various Issues.

Raj Agrawal and Parag Diwan, Business Environment, Excel Books, New Delhi.

Ramaswamy.V.S and Nama Kumari: Strategic Planning for Corporate success, Macmillan, New Delhi.

Sengupta. N.K.Government ;and Business in India, Vikas Publication, New Delhi.

Daniels 'International Business, Environment and Operation' Pearson Education, New Delhi.

MFC. 1.3 MANAGERIAL ECONOMICS.

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

Course Inputs.

UNIT-I. Nature and scope of Managerial Economics: Objective of a firm, Economics theory and managerial theory. Managerial economist's role and responsibilities. The nature of ;firm objectives of the firm, maximizing versus ;satisfying constrained decision making. The concept of economic profit. Measurement and policies on profit ;maximization. M.E and decision making. Use of stochastic models in k decision making.

UNIT-II. 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, Demand Function, Demand estimation for major consumer and durable ;goods, Demand forecasting technique.

UNIT-III. Production Theory: Production function with one and two variable inputs, Cobb-Dingless production function, Estimation of production function, cost theory and estimation, Economic value analysis, Short and long run cost functions- their nature, shape and inter relationship, Estimation of a short-run cost function.

UNIT-IV. Price Determination under different market conditions: Characteristics of different market structures, Price and output decisions under perfect competition, monopolistic competition, oligopoly and monopoly.

Pricing Practices : Methods of Price determination in practice, Pricing of multiple products, Price discrimination International price ;discrimination and ;dumping, Transfer pricing.

UNIT-V. Business Cycles: Nature and phases of business cycle; Theories of Business cycles- psychological. Inflation: Definition, characteristics and types, Inflation in terms of demand pull and cost push factors, Effects of inflation, Momentary fiscal policies to curb inflation, Economic environment in India since 1991. Need to reform the reforms.

REFERENCE:-

Baumol. William. J: Economic Theory and Operations Analysis, PH, London.
Baya. Michael. R Managerial Economics and Business strategy/ McGraw Hill Inc., New York.
Chopra. O.P. Managerial Economics, Tata McGraw Hill, Delhi.
Dean Joel: Managerial Economics, Prentice Hall, Delhi
Dholakia R.H and A.L Pza: Micro Economics for Management students, Oxford University Press, New Delhi.
Eaton, B. Curtis and Diane fact on, Micro Economics, PH, Delhi
Gough. J and S. Hills. Fundamentals of Managerial Economics .Macmillan, London.
Jaumes. W.W. V.L. Mote and S. Paul: Managerial Economics, Ph., Delhi.
Peterseb G, Craig and W. Cris Lewis: Managerial Economics, PH, Delhi.
Salvatore Dominick, Managerial Economics in a Global Economic McGraw Hill, New York.
Varian H.R: International Microeconomics: A modern-Approach, East West Press, New Delhi.
Dwivedy. D.N: Managerial Economics, Vikas Publishing House New Delhi.
Versnaey RL and Matheshwari KL: Managerial Economics : Sultan Chand and Sons, New Delhi..
Adhikary M: Business Economics S. Chand, New Delhi,
Cauvery : Managerial Economics-S Chand, New Delhi.
Peterson: Managerial Economics Pearson Education, New Delhi.
Keat: Managerial Economics, Pearson Education, New Delhi.

MFC 1.4. STATISTICAL ANALYSIS:

Objective: The objective of this course is to make the students learn the application of statistical tools and techniques ;for decision making .

Course inputs:

UNIT-I. Data Sources: Primary and Secondary; Primary data collection techniques-schedule, questionnaire and interview.

An overview of central tendency dispersion and skewness.

UNIT-II. Correlation and Regression Analysis: Two variable cases. Index Numbers: Meaning and types, Weighted aggregate indices- Laspeyres's indices, Laspeyres's and Paasche's indices compared indices of weighted average (price quantity) relatives, Test of adequacy, Special problems-shifting the base, splicing overlapping index series, Uses and problems.

UNIT-III. Probability Theory: Probability classical relative and subjective probability. Addition and multiplication probability models, conditional probability and Baye's theorem. Probability Distributions. binomial Poisson and normal distributions. Their characteristics and applications. Statistical Decision Theory: Decision Environment, Expected profit under uncertainty and assigning probabilities, utility theory.

UNIT-IV. Sampling: Sampling and Sampling (probability and non-probability) methods, sampling and ;non-sampling errors, law of large numbers and central limit Theorem, Sampling distributions and their characteristics. Statistical Estimation and Testing: Point and interval estimation of population mean, proportion and variance, Statistical testing-hypotheses and errors, sample size, large and small sampling tests- 2 tests, T tests and F tests.

UNIT-V. Non Parametric Tests: Chi-squares tests, sign test Wilcoxon signed Rank test, Wald-Wolfowitz tests, Kruskal-Wallis test. Statistical quality control: causes of variations in quality characteristics, quality ;control chart-purpose and logic, constructing a control chart-computing the control limits(X and R charts) Process under control and ;out of control Warning Limits, Control charts for attributes-fraction defectives and number of defects, Acceptance sampling.

REFERENCE:

Hood R.P. Statistics for Business and Economics, Macmillan, New Delhi.,
Heinz Kohler, Statistics for Business and Economics, Harper Collins, New Delhi.
Hien, L.W., Quantitative Approach to Managerial Decision, PH New Jersey.
Lawrence B. Morse: Statistics for Business & Economics, Harper Collins, NY.
Levin, Richards I. & David S. Rubin: Statistics of Management, Pearson Education, New Delhi.
Watsnam Terry J and Keith Parramor, Quantitative Methods in Finance, International Thompson Business Press.
Viswanathan Business Statistics : An Applied Orientation, Pearson Education, New Delhi.
Sharama: Business Statistics-Pearson Education, New Delhi..

MFC 1.5 FINANCIAL AND COST ACCOUNTING.

Objective: The objective of this course is to enable students understand accounting concepts, tools and technique used for taking managerial decisions.

Course Inputs:

A. Financial Accounting.

UNIT.I. Introduction Nature, scope and importance of financial accounting, Generally Accepted Accounting Principles, Accounting cycle and accounting equation, GAAP and accounting standards- Indian and international

Accounting Books: Journal, Ledger and subsidiary Books.

UNIT.II. Final Accounts: Preparation of Trial Balance, Profit and loss account and Balance Sheet, Bank Reconciliation Statement.

UNIT.III. Final accounts of companies- an overview, profit and loss A/c Balance Sheet and Cash Flow Statement.

Final accounts of non-profit organizations.

B. Cost Accounting.

UNIT.IV. Cost accounting Meaning importance and scope of cost accounting, Elements of cost, material, labour and overhead costs, Methods and types of costing classification, cost sheet.

UNIT-V. Cost Ascertainment: Job and contract costing, Process costing.

REFERENCE:

Jaswahaar Lal & Srivastava Seema: Financial Accounting-S Chand, New Delhi.

Jawahar Lal: Cost Accounting, Tata McGraw Hill.

Banerjee Bhabatosh: Cost Accounting.

Tulsian: Financial Accounting, Pearson Education, New Delhi.

Banerjee, Ashok, Financial Accounting: A Managerial Emphasis, Excell Books, New Delhi.

Gupta R.L. Advanced Financial Accounting, S.Chand & Co. New Delhi.

Horngrén Chaaarries T. George Foster and Srikant M.Datar, Cost Accounting: A managerial emphasis, Pearson Education, Delhi.

Narayanaswamy.R: Financial Accounting: A managerial perspective, Prentice Hall, Delhi.

Needles Jr.B.E., H.R.Anderson and J.C.Caldwell: Financial and Managerial Accounting, Houghton Mifflin Co. Boston.

Warren C.S and P.E Fess: Principles of financial and Managerial Accounting, South-Western, Ohio.

MFC 1.6 MARKETING MANAGEMENT:

Objective: The objective of this course is to facilitate understanding of the conceptual framework of marketing and its applications in decision making under various environmental constraints.

COURSE INPUTS:

UNIT-I. Introduction: Concept, nature, scope and importance of Marketing, Marketing concepts and its evolution, Marketing Mix; strategic marketing planning. Market Analysis and Selection: Marketing environment-impact on marketing decisions, Market segmentation and positioning.

UNIT-II. Buyer Behaviour: Consumer Overuses organizational buyers; Consumer decision-making process.

Marketing Research: Meaning and scope of marketing research, Marketing research process.

UNIT-III. Production Decisions: Concept of product, Classification of products, Major product decisions, Product line and product-mix, Branding, Packaging and Labeling, Product life cycle-strategic implications, New Product development and consumer adoption process.

Pricing Decisions: Factors affecting price determination, Pricing policies and strategies.

UNIT-IV. Distribution Channels and Physical Distribution Decisions: Nature, functions and types of distribution channels, channels management decisions. Promotion Decisions: Communication process, Promotion mix- advertising, personal selling sales promotion, publicity and public relations.

UNIT-V. Issues and Developments in Marketing: Marketing of Services, International marketing, Green marketing, Cyber marketing.

REFERENCES:

Kotler, Philip and Gary Armstrong, Principles of Marketing Pearson Education, New Delhi.

Majumdar, Ramanuj: Product Management in India, Prentice Hall, New Delhi.

Startton William: Fundamental of Marketing, Tata Mc Graw Hill Publication, New Delhi.

Ramaswamy, Namkumari: Marketing Management, Macmillan, Calcutta.

Kolter Phillips: Marketing Management-Analysis, Planning Implementation and Control, PH, New Delhi.

McCarthy E.Jenome and William D, Pereault Jr: Basic Marketing, Management Approach, Richard D'Irwin, Homewood, Illinois.

Kapoor: Marketing & Sales Management –S Chand, New Delhi.

Ramaswamy V.S and Namakumar.S: Marketing Management Macmillan India, New Delhi.

Srinivas, R. Case studies in Marketing :The Indian Contest. PH. , New Delhi.

Stanton, William.J. and Charless Futrell: Fundamental of Marketing Mc.Graw Hill Publishing co., New York.

Still Richard R, EdwarddW.Cundiff and Norman A.P.Govoni Sales Management: Decisions, strategies and cases, Ph. New Delhi.

Financial Times: Mastering Marketing, Pearson Education, New Delhi.

MFC 1.7. FINANCIAL MANAGEMENT:

Objective: The objective of this course is to help students to understand the conceptual framework of financial management and its application under various environmental constraints.

Course Inputs:

UNIT-I. Financial Management: Meaning, nature and scope of finance, financial goal-profit vs. wealth maximization finance functions-investment, financing and divided decisions, Innovative Finance Functions.

UNIT-II. Capital Budgeting: Nature of investment decisions, Investment evaluation criteria-net present value, internal rate of return, pay back period, accounting rate of return, capital rationing, risk analysis in capital budgeting.

Cost of Capital: Meaning and significance of cost of capital, Calculation of cost of debt, preference capital equity capital and retained earning, combined cost of capital(weighted).

UNIT-III. Operating and Financial Leverage: Measurement of leverages; Effects of operating and financial leverage on profit, Analyzing alternate financial Plans, combined financial and operating leverage.

Capital Structure Theories: Traditional and M.M.hypotheses-Determining capital structure in practice.

UNIT-IV. Dividend Policies: Issues in divided decisions, Walter's mode, Gordon's model, M.M.hypothesis, divided and uncertainty, relevance of divided, dividend policy in practice, forms of dividends, Stability in dividend policy, Corporate dividend behavior

Management of Working Capital: Meaning, significance and types of working capital, Calculating operating cycle period and estimation. of working capital requirement, Financing of working capital, Source of working capital, Spontaneous Source and Negotiated Source, types of bank finance commercial paper. Other sources. Dimension of working capital management Factoring service.

UNIT-V. Management of Cash, Receivables and inventory.

REFERENCE:-

Bhattacharya, Hrishikas, Working capital management: Strategies and techniques, prentice Hall, New Delhi.

Brealey, Richard A and steward C Myers: Corporate Finance, Mc Graw Hill. Int.Ed., New York.

Chandra, Prasanna: Financial Decision Making, PH, Delhi.

Hampton, John, Financial Decision making, PH, Delhi.

Pandey. I.M:Financial Management, Vikas Publishing House, Delhi.

Van [Home.J.C](#) and J.M.Wachowica Jr: Fundamentals of Financial Management PH.,Delhi.

Van Home,James C.Financial Management and Policy, PH./,Delhi.

Pinches, George E : Essentials of Financial Management , Harper and Row , New York.

Khan MY, Jain PK: Financial Management, Tata Mc.Graw Hill, New Delhi.

Archer, Stephen H., Choate G.Narc, Racette, George: Financial Management, John Wiley,NY.

Block, Stanley. BGeoffrey A Hilt: Foundations of Financial Management Richard D.Irwin, Homewood, Illinois.

Gitman, Principles of Managerial Finance Pearson, New Delhi.

MFC 2.1 ACCOUNTING FOR MANAGERIAL DECISIONS.

Objective: The objective of this course is to acquaint students with the accounting concepts, tools and techniques for managerial decision.

COURSE INPUTS;

UNIT-I. Introduction of Accounting: Management accounting as an area of accounting, Objective, nature and scope ;of financial accounting cost ;accounting and management , Management accounting and managerial decisions, Management accountant's position, role and responsibilities.

Accounting Plant and Responsibility Centers: Meaning and significance of responsibility accounting, Responsibility centers-cost centre, profit centre and investment centre, objective and determinants of responsibility centers.

UNIT-II. Marginal Costing and Break-even Analysis: Concept of marginal cost, Marginal costing and absorption costing , cost-volume-profit analysis, Break-even analysis .Decisions regarding sales-mix, make or buy decisions and discontinuation of a product line etc.

UNIT-III. Budgeting: Definition of budget, Essential of budgeting types of Budgets- functional master, etc. Fixed and flexible budge, Budgetary control, Zero-base budgeting, Performance budgeting.

UNIT-IV. Standard Costing and Variance Analysis: Standard costing as a control technique, setting of standards and their revision, Variance analysis-,earning and importance kind of variance and their uses-materials, labour and overhead variance, Disposal of variances.

Analysis Financial statements: Horizontal, Vertical and ratio analysis, Cash flow analysis.

UNIT-V. Contemporary issues in Management Accounting: Value chain analysis Activity-based costing. Reporting to Management : Objectives of reporting, reporting needs oot different management levels. Types of reports, modes of reporting, reporting at different levels of management.

REFERENCE:

Horngran.C.T.Gary L.Sundem and William O.Stratton: Introduction to Management Accounting , Pearson Education, Delhi.

Horngren Charless T. George Foster and Srikanta M.Dattar: :Cost Accounting: A amanagerial Emphasis, Pearson Education, Delhi.

Banerjee Bhabatosh: Management Accounting.

Anathony, Robert: Management Accounting, Tarapore-wala, Mumbai.

Barfield; Jessie, Ceily. A Raiborn and Michael R. Kenmney::Cost Accounting: Traditions and innovations, South Western College, Publishing , Cincinnati, Ohio.

Decoster, Don,T and Dlden.L .Schafer: Management Accounting , :A decision emphasis, John Willey and sons inc. New York.

Garrison, Ray H and Eric W. Noreen: Management Accounting , Richard, D.Irwin, Chicago.
 Jawaharlal: Adv. Management Accounting-S Chand, New Delhi.
 Hansen, Don.R. and Maryanne M.Moreen: Management Accounting , South Western College Publishing , Cincinnati, Ohio.,
 Lall, BM. and I>C. Jain,:Cost Accounting , Principles and Practice, PH, Delhi. Pandey.I.M.: Management Accounting, Vani publication, Delhi.
 Welsch Glenn A.Ronald W. Hilton and Poul N. Gordon: Budgeting, Profit Planning and Control.,PH Delhi.
 Van [Home.J.C](#) and J.M.Wachowica J: Fundamentals of Financial Management, PH, Delhi.
 Van Home, James C: Financial Management and Policy. PH, Delhi.
 Pinches, George :Essentials of Financial Management, Harper and Row, New York.
 Khan MY.Jain PK: Financial Management, Tata Mc Graw Hill, New Delhi,
 Archer, Stephen H.Choate G Marc, Racette, George, Financial Management, John Wiley, New York.
 Block Stanley B.Geoffrey A Hilt: Foundations of Financial Management Richard D Irwin, Home wood, Illinois.
 Gitman “Principles of Managerial Finance” Pearson, New Delhi.

MFC 2.1 ACCOUNTING FOR MANAGERIAL DECISIONS:

Objective: The objective of this course is to acquaint students with the accounting concepts, tools and techniques for managerial decisions.

Course Inputs:

UNIT-I. Introduction to Accounting: Management accounting as and area of accounting, Objectives, nature and scope of financial accounting cost accounting and management accounting ..Management Accounting and managerial decisions. Management accountant’s position , role and responsibilities.

Accounting Plan and Responsibility Centers:: Meaning and significance of responsibility accounting responsibility centers- cost centre, profit centre and investment centre . Objective and determinants of responsibility centers.

UNIT-II Marginal Costing and Break-even Analysis: Concept of marginal cost Marginal costing and absorption costing, Cost volume-profit analysis , Break-even analysis. Decisions regarding sales-mix make or buy decisions and discontinuation of a product line etc.

UNIT-III. Budgeting: Definition of budget: Essential of budgeting: Types of Budgets-functional market etc. Fixed and flexible budget. Budgetary control , zero-base budgeting. Performance budgeting.

UNIT-IV. Standard Costing and Variance Analysis: Standard costing as a control technique, setting of standards and their revision. Variance analysis-meaning and importance, kinds of variance and their uses-materials, labour and overhead variance, Disposal of variances.

Analysis Financial Statements: Horizontal, Vertical and ratio analysis, cash flow analysis.

UNIT-V. Contemporary Issues in Management ;Accounting: Value chain analysis Activity-based costing.

Reporting to Management: Objectives of reporting, reporting needs at different management levels. Types of reports, modes of reporting, reporting at different levels of management.

REFERENCE:

Horngran.C.T Gray.I.Sundem and William OStratton, : Introduction to Management Accounting , Pearson Education, Delhi.

Horngren Charless.T.George Foster and Srikanta M.Dattar. Cost Accounting: A Managerial Emphasis , Pearson Education, Delhi.

Banerjee Bhaabatosh: Management Accounting.

Anthony, Robert: Management Accounting, Tarapore-wala , Mumbai.

Barfield: Jessie, Ceily A. Raiborn and Michael R. Kenney: Cost Accounting Traditions and innovations, South Western College Publishing , Cincinnati, Chio,

Decoster, Fon.T and Elder I. Schafer: Management Accounting A decision emphasis, John Wiley and sons inc.New York.,Garrison .. Ray H.and Eric W. Noreen: Management Accounting, Rechar D.Inwin, Chicago.

Jawaharlal:Adv.Management Accounting . S.Chand, New Delhi.

Hansen.Don R. and Maryanne M.Moreen: Management Accounting , South Western College, publishing, Cincinnati, Ohio.

Lail.BM. and I.C Jain: Cost Accounting :Principles and practice,PH,Delhi.

Pandey.I.M Management Accounting,Vani Publication, Delhi.

Walsch Glenn A. Ronald W.Hilton and Poul N. Gordon : Budgeting Profit Planning and Control , PH Delhi.

MFC 2.2. COMPUTER APPLICATION IN BUSINESS.

Objective: The objective of this course is to provide an understanding of computer operating system and application of ;relevant software in managerial decision making.

UNIT-IComputer Hardware and Software: Computer system as information processing system, Computer System, different types of computer systems, hardware options- CPU , input devices, output devices, storage devices, communication devices, configuration of hardware devices and ;their applications. Memory, Software, Different types software, Programming Language.

UNIT-II. Modern Information Technology: Basic idea of local Area Networks (LAN) and wide Area Net works (WAN), E-Mail, Internet technologies, access devices, concept of a World Wide Web and internet browsing,Multi media.

UNIT-III. Introduction to operating system. DOS, Windows, Window explorer, print manager, control Panel, Pain brush, Calculator, Desktop, My Computer, Setting, Find, Run, UNIX, Word Processing: Introduction and working with MS-WORD in Ms-Office, Word basic command, Formatting –text and documents, Sorting and Tables, Working with graphics, Introduction to mail-merge.

UNIT-IV. Spread Sheets: Working with EXCEL –formatting, functions, chart features, working with graphics in Excel,. Using worksheets as database in accounting, marketing, finance and personal areas. Presentation with Power-point : Power-point basics, creating presentations the easy way, working with graphics in Power-point, Show time, sound effects and animation effects.

UNIT-IV. Introduction to Accounting Packages: Preparation of ;vouchers, invoice and salary statements, Maintenance of inventory records. Maintenance of accounting books and final accounts, financial reports ;generation. Practical knowledge on tally.

REFERENCE:

Date .C.J: An introduction to Database systems. Addison Wesley. Massachusetts.

Diennes, Sheila A: Microsoft Office, Professional for Windows 95, Instance reference BPB Publication, Delhi.

Mansfield, Ron. The compact guide to Microsoft Office, BPB Publication, Delhi.

Naorton, Peter working with IBM-PC , BPB Publication, Delhi.

O Brian. J.A. Management Information Systems .,Tata Mc.Graw Hill, New Delhi.

Ullman. J.O. Principles of Database Systems, Galgotia Publications, New Delhi.

Parameswaran: Computer Application in Business. S Chand, New Delhi.

MFC-2.3 FINANCIAL INSTITUTIONS AND MARKETS.

Objective: This course aims at providing students ;with an understanding of the structure, organization and working ;of financial markets and institutions in India.

Course Inputs:

UNIT-I. Introduction nature and role of financial system: Financial system and financial markets: Financial system and ;economic ;development Indian financial system-an overview.

Financial Markets: Money and capital markets, constituents, functions, anti instruments, Recent trends of Indian money market. Capital market primary and secondary market. Deposit system, Government securities markets role of SEBI- an overview. Recent development.

UNIT-II. Reserve Bank of India : Organization, Management and functions. Commercial Bank: Functions, management and investment policies of Commercial Banks, Recent developments in Commercial Banking.

UNIT-III. Development Banks: Concept, objectives, and functions of Development Banks: Operation and promotional activities of development banks.

Insurance Sector: Objectives , role, investment practices. Insurance Regulatory and Development Authority-role and functions.

UNIT-IV. Unit Trust of India: Objectives: functions, and various schemes, Role of UTI in industrial finance.

Non-banking Financial Institution: Concept and role ;of non-banking financial institutions, Sources of finance, Functions, investment policies of non baking financial institutions in India.

Mutual Funds: Concept performance appraisal and regulation of mutual funds (with special reference ;to SEBI guidelines): Designing and marketing of mutual funds ;schemes latest mutual fund schemes in India an overview.

UNIT-V. Merchant Banking concept function and growth, Government policy on merchant banking services,.SEBI guidelines; future of merchant banking in India

Foreign investment : Types trend and implications, Regulatory framework for Foreign investments in India.

REFERENCE:

Addhani: Investment and Securities Markets in India, Himalaya Publication, Delhi.

Bhole.L.M.: Financial Markets and kInstitutions, Tata McGraw Hill, Delhi.

Ghosh.D: Banking Policy in India, Allied Publication, Delhi.

Giddy.I.H.:Global Finance Market. A.I.T.B.S, Delhi.

Khan. M Y: Indian Financial System , Tata Mc.Graw Hill, Delhi.

Reserve Bank of India, various reports,RBI,Publication, Mumbai.

Varshney.,P.n.: Indian Financial System, Sultan Chand & Sons, New Delhi.

Averbach, Robert.D.Money, Banking and Financial Markets: MacMillan,Landon.

Srivastava R.M. : Management of Indian Financial Institution, Himalaya Publishing House, Mumbai.

Verma J.C Guide to Mutual Funds and investment Portfolio, Bharat, Publishing House, New Delhi.

Fabozzi: Foundations of Financial Markets and Institutions, Pearson Education, New Delhi.

MFC.2.4 CORPORATE LEGAL FRAMEWORK.

Objective: The objective of this course is to familiarize students with the relevant provisions of various laws influencing business. .

Course Input:

UNIT-I. Indian Contract Act.

Negotiable Instruments Act.

Indian Stamp Act,1899

Industrial Disputes Act/Arbitration & Conciliation Act,1996.

UNIT-II. Indian Competition Act-2002.

Consumer Protection Act-1986.

UNIT-III. Workmen Compensation Act-1923.d

Industries Companies Repeal Act-2003.

UNIT-IV. FEMA-1999.

Exim Policies-2002.

Patent Act.

Trademark Act.

Copy Right Act.

UNIT-V. Securities and Exchange Board of Indian (Amendment) Act-2002 Indian

Companies (Amendment)Act 2002.

I.T Act-2000.

REFERENCE:

Avadjaani.V.A.SEBI Guidelines and listing of Companies, Himalaya Publishing House, Delhi.
Indian Contract Act.,1972.
SEBI Act 1992 Nabhi Publication., Delhi.
Securities (Contract and Regulation) Act,1956.
Taxman's Company Act(latest).
Taxman's masters Guide to Companies Act 1998.
Taxman's Students Guide to Economic Laws-V.S.Datey.
The Companies Act,1956.
The Negotiable Instruments Act.1981.
Singh Avtar. Law Relating to Monopolies, Restrictive and Unfair Trade Practices, Eastern Book Co.
Bhandari ML Guide kto Company Law Procedure-Vols. I.,II. & III, Jain Book Agency, New Delhi.
Ramiya A : Guide kto Companies Act. Wadhwa Publishing, Nagpur,
Gogna PPS: Text Book of Business & Corporate Law. S.Chand, New Delhi.

MFC 2.5. INVESTMENT MANAGEMENT.

Objective: This course exposes the students to the various concepts of investment management and provides an in-depth study of various issues there under.

Course Inputs:

UNIT-I. Investment: Nature and scope of investment analysis, Elements of investment-return, risk and time elements . Objectives of investment. Security return and analysis. Measurement of return and risk. Approaches to investment ; analysis.

Types of Investments: Financial investment-securities and derivatives, deposits, tax sheltered investments. Non-financial investment-real estate, gold and other types and their characteristics, Sources of financial information.

UNIT-II. Fundamental Analysis: Economic analysis, Industry analysis and company analysis.

UNIT-III. Technical Analysis: Various prices and valume indicators indices and moving average interpretation various tyupes of trends and indices.

Efficient Market Huypothesis: Weak, Semi-strong and strong market: Testing of different forms of market efficiency and their significance.

UNIT-IV. Valuation of Fxied Income Securities: Bonds debentures, preferable shares, and convertible securities. Valuation of Variable Income Securities Equikty Shares.

UNIT-V. Investment by Individuals: Investment policies of individuals: Tax saving schemes in India.

REFERENCE:-

Bhalla V.K: Investment Management Security-Analysis. S Chand, New Delhi..
Agarwala.K.N.and Deeksha Agarwala, Bulls, Bears and The Mouse, Macmillan, New Delhi.
Cheney.J.and E.Muses: Fundamentals of investments, Paul, New York.
Clark James Fransis: Investment Analysis and Management. Mc Graw Hill, International Edition.
Dalton John M: How ;the stock markets works. Prentice Hall Delhi.
Domodran: Investment Valuation, John Wiley, New York.
Fabozzi Frank J. Investment Management .PH> International Edition.
Fischer Donal E and Ronald J.Jordan: Security Analysis and portfolio Management , Prentice Hal, Delhi.
French Don, : Security and portfolio Analysis, Merni Publishing Co.
Kevin S Portfolio Management, Prentice Hall, New Delhi.
Machi raju H.R. :Working of Stock Exchange in India, Wiley Eastern Ltd., New Delhi.
Merbert B. Mayo: Investment , Fryden Press.
Sharpe William F. Gordon J. Alexander and Jeffery J Balley, Investments, Prentice Hall, New Delhi.
Smith Richard D. Profit Investments, West Publishing Company.

MFC 2 6 SECURITY MARKETS OPERATIONS.

Objectives: This course aims at equipping students with the practical knowledge about the functioning of primary Markets and stock exchanges.

Course Inputs:

UNIT-I. Security Markets: Legal Environment. SEBI Act.1992. Securities contract regulation Act 1956. Companies Act 1956 (various provisions relating to securities).

Security Markets: Primary and secondary market Methods of selling securities in primary market New Financial instruments.

UNIT-II. New Issues SEBI guidelines for public issues. Underwriting of issues. Allotment of shares, procedures of new issues.

Secondary Market Roll: Importance, organization of stock exchanges existing of securities in stock exchange. Trading mechanism-screen best trading, Insider Trading, Internet based trading.

UNIT-III. Depository: Role and need, The Depositories Act 1996 SEBI (Depositories and participants regulation) 1996 SEBI (Custodian of securities) Regulation 1996. National securities depository Ltd (NSDL).

NSC and OTCEI (National stock exchange and over the counter exchange role, organization and management. Nature of transaction cash and forward.

UNIT-IV. Derivative of Trading: Futures of options. Concept, meaning and importance, methods of trading. Funds from International Markets: FII's Euro Issues, ADR's GDR's and FDI Guidelines for raising funds from the international market.

UNIT-V. Credit Rating: Meaning and necessity: Credit rating agencies, Methodology of credit rating. Share Price Indices: Need and importance, compounding of index numbers and interpretation

REFERENCE:

Bhalla, V.K.: Investment Management security Analysis, S.Chand, New Delhi.

Dalton, John M: How the Stock Market Works, Prentice Hall, New Delhi.

Gupta L.C. Stock exchange Trading in India Society for capital Market Research and Development, Delhi.

Machi Raju H.R : Working of Stock Exchanges in India. Wiley Eastern Ltd, New Delhi.

Web site of bseindia .com. nse.india.com.

Chandratre KR : Capital issue, SEBI & Listing, Bharat Publishing House, New Delhi.

Donald E.Fisher, Ronald J.Jordan: Security Analysis and portfolio Management Management: Prentice Hall, New Delhi.

Ranganathana: Investment analysis and portfolio Management, Pearson Education, New Delhi.

MFC 2.7 RESEARCH METHODOLOGY AND BUSINESS COMMUNICATION.

Objectives: This course aims at familiarizing the students with the process and techniques of scientific research and its relevance ;in the management decision making. Another objective of this course is to help the students to acquire a broad view of communication skills.

UNIT-I. Research: Meaning and Objectives, Types of Research, Role of Scientific Research in functional areas. Finance, Marketing, HRD and Production.

Research Methodology, Research Process and Defining Research Problems.

UNIT-II. Research Design, Sample Design, Methods and Techniques of Data Collection, Data Collection, Data Processing, Analysis and interpretation of Data, Use of Statistical Techniques in Analysis of Interpretations.

UNIT-III. Proposal for a Report. Report Writing, Categories of Report. Parts of a Report. Presentation of a Report, Summer Placement Report.

UNIT-IV. Communication Process of Communication, Barriers of communication Oral communication. Skills written Communication Skills.

UNIT-V. Business skills: Technical Skills, Human skills, conceptual skills, strategic skills, Personal communication skills.

REFERENCE:

Wilkinson & Bhandarkar : Methodology & Techniques of Social Research (Himalay).

Kothary.C.R: Research Methodology, Methods & Technique (Wiley Eastern).
Bajapi S.R: Methods of Social Survey and Research (Kitab Mahal, Kanpur)
Hansraj :Theory & Practice in Social Research.
Cauvery R: Research Methodology. S.Chand, New .
Markets: Harper Collins, New York.

MFC 3.1 OPERATION RESEARCH.

Objective: This course aims at developing an understanding of the applications of operation research techniques to business and industry.

Course Inputs:

UNIT-I. Operations Research: Concept and significance of operations research. Evolution of operation research. Steps in designing operations research studies. Operations research models and scope, Decision theory, Decision process, Decision making under uncertainty and risk, Sensitivity analysis and decision trees.

UNIT-II. Linear Programming and its Applications: Graphic method and simplex method, Duality problem, Transportation problem, Assignment problem.

UNIT-III. Introduction to Other Types of Programming: Goal Programming: Integer Programming, Dynamic programming: Non-linear programming (introductory only).

Wait line Models: Waiters and service, mathematical distribution of queues; Basic models of queuing theory and applications, Single channel models.

UNIT-IV. Inventory Control: Deterministic models and probabilistic models.

Game Theory: Zero sum game, pure and mix strategies, criteria of sharing strategies.

UNIT-V. Simulation: Application of simulation techniques: Monte Carlo approach..

Net Work Analysis: Introduction to PERT and CPM Application areas of PERT and CPM. Time cost Trade off analysis, Shortest route problem.

REFERENCE;

Gupta Hira- Operations Research. S.Chand, New Delhi.

Sharma J.K.: Operations Research-Theory and Applications.

Macmillan India Ltd, New Delhi.

Agarwal.J.D. and Sagarika Ghosh: Quantitative Techniques for Financial Analysis, Indian Institute of Finance, New Delhi.

Billy, E.Gillett: Introduction to operations Research- A Computer Oriented Algorithmic Approach, Tata McGraw Hill Publishing Ltd, New Delhi.

Lucey.T : Quantitative Techniques, D.P.Publications London.

Sharma. K.R Quantitative Techniques and Operations Research: Kalyani Publication, Ludhiana.

Taha Hamdy A: Operations Research – An Introduction, Prentice Hall, Delhi.

Vazsonyi, Andrew and Herbert F.Spriner: Quantitative Analysis for Business, Prentice Hall, New Delhi.

Vohra. N.D : Quantitative Techniques in Management, Tata Mc.Graw Hill, New Delhi.

Wagner.H.M: Principles of Operations Research, Prentice Hall, Delhi.

Watsman, Terry.J and Parramor Keith: Quantitative Methods in Finance International Thompson Business Press.

Sharma SC,Sehenoy GV.Srivastava VK: Quantitative Techniques for Managerial Decision Making: Wiley Western Ltd.,New Delhi.

MFC 3.2 FINANCIAL SERVICES MARKETING

Objective: This course acquaints students with the concept and tools and techniques of marketing financial services.

Course Inputs:

UNIT-I Financial Services: Role, concepts, nature and characteristics, financial services marketing versus goods marketing, services marketing mix;strategic financial services marketing planning.

Marketing Environment: Analyzing financial services marketing environment.

UNIT-II, Market Segmentation and positioning : Segmenting Financial Services markets- need and bases, Market selection, Positioning of financial services.

Marketing Mix strategy development and Product Planning: Concept of financial product; product levels, Major product decisions branding and product mix ;decisions, product life cycle and new product development, innovation, diffusion and adoption.

UNIT-III. Pricing, Promotion and Distribution Decisions: Price determination-factors, Process and strategies, promotion of financial products- communication process, promotion mix planning-advertising, personal selling, public relations and sales promotion: Distribution strategies and channel alternative.

UNIT-IV. Planning for other Ps: Process planning- Matching of demand and supply: People-Employees and customers, their role and management, managing physical evidence.

CUSTOMER RELATIONSHIP MANAGEMENT.

UNIT-V. Service Marketing Applications: Marketing, strategies of some special fund and non-fund based financial services, Consumer Finance, Insurance, Mutual funds, Credit cards, Bank Marketing and Stock Trading.

REFERENCE:

Auerbach, Robert D: Money, Banking and Financial Market, Macmillan Publishing Co., New York and Collier Macmillan Publisher, London.

Avadhani, V.a: Investment and Securities market in India, Himalaya Publishing House, Bombay.

Gosney, John W and Thomas P.Boehm: Customer Relationship Essentials, Prentice Hall, New Delhi.

Khan, MY : Indian Financial System-Theory and Practice: Vikas Publishing House, New Delhi.

Mishkin, Frederic's S: The Economics of Money Banking and Financial Markets, Harper Collins Publisher, New York.

Payne, Adrian; The Essence of Services Marketing, Prentice Hall, New Delhi.

Radebaugh and Pittsburgh: Marketing of Banking Services, Prentice Hall New Jersey.

Sankar Ravi: Services Marketing: The Indian Experience, South Asian Publications, New Delhi.

Zeithami.V.A and M.J.Bitner: Service Marketing, McGraw Hill, Boston.

Shiva Ramu S: Global Financial Services Industry, South Asia Publications, New Delhi.

Balajee: Services Marketing Management- S Chand, New Delhi.

MFC 3.3 INTERNATIONAL FINANCE.

Objective: This course helps students understand the conceptual framework of International Finance and use thereof in making financial decisions.

Course Input

UNIT-I. International Monetary and Financial System: Importance of international finance, Bretton woods conference and afterwards, European monetary system-meaning and scope, Balance of payment and International Linkages :Balance of payments and its components; International flow of Goods, Services and Capital.

UNIT-II. Foreign Exchange Markets: Determining exchange rates; fixed and flexible exchange rate system; Exchange rate theories, participants in the foreign exchange markets; Foreign exchange market spot markets; Exchange rate quotes; LERMS: Factors affecting exchange rates-spot rates, forward exchange rates, forward exchange contracts; Foreign exchange and currency possession, Information and Communication, Foreign Exchange trades.

UNIT-III. Foreign Exchange Risk: Transaction exposure, Translation exposure and Economic exposure. Management of exposures- Internal techniques, netting, marketing, leading and lagging , pricing policy, asset and liability management and techniques.

Management of Risk in Foreign Exchange Markets: Forex derivatives-Swaps, Future and Option and Forward contracts.

UNIT-IV. International Capital and Money Market and Instruments: Salient feature of different international markets, GDRs, ADRs, IDRs, Eurobonds, Euro loans, CPs, Floating rate Instruments, Loan syndication and Euro deposits.

UNIT-V. Multilateral Financial Institutions: Role of IMF, IBRD and other development banks. International investors and foreign investment institutions.

Current Developments: International indebtedness, Capital Account Convertibility-pros and cons; Innovations in International financial instruments.

REFERENCES:

Apte.P.G : International Financial Management, Tata McGraw Hill, New Delhi.

Buckley, Adrian; Multinational Finance, Prentice Hall, New Delhi.

Eitman D.K.and A.I.Stenehill: Multinational Business Cash Finance, Pearson Education, New Delhi.

Henning C.N.WPiggot and W.H. Scott: International Financial Management, Mc.Graw Hill, International Edition.

Rodriquefe R.M.and E.E Carter: International Financial Management , Prentice Hall, International Edition.

Shaprio Alan C: Multinational Financial Management, Prentice Hall, New Delhi.

Yadav Surendra S., P.K Jain and Max Peyrad : Foreign Exchange Markets, Macmillan, New Delhi.

Zeneff D. and J.Zwick: International Financial Management, Prentice Hall, International Edition.

O' Connor DJ ,Bueso AT: International Dimensions of Financial Management , Macmillan , New Dellhi.

Pibeam Keith: International Finance: MacMillan , Press, Hong Kong,

Melvin 'International Money and Finance' Pearson, New Delhi.

MFC 3.4 PORTFOLIO MANAGEMENT

Objective: This objective of this course is to enable students learn various methods of building portfolios, evaluation, and revision under various economic environmental constraints.

Course Inputs:

UNIT-I. Portfolio Management : Meaning, importance, objectives and various issues in portfolio construction, revision of portfolio and evaluation

UNIT-II. Portfolio Analysis: Estimating rate of return and standard deviation of portfolio returns, Effects of combining securities; Markowitz risk-return optimization.

Single index model: Portfolio total risk, portfolio market risk and unique risk, Sharpe's optimization solution.

UNIT-III. Capital Market Theory: Capital market line, security market line, Risk free lending and borrow, Recent developments.

Factor Models: Arbitrage pricing theory, principle of arbitrage portfolios, Two factor and multi factor models,

UNIT-IV. Portfolio Construction: Techniques of portfolio construction.

Portfolio Performance Evaluation: Measure of return risk adjusted measure of performance evaluation , market timing, evaluation criteria and procedures.

UNIT-V. Market Efficiency : Concept, importance and status of Indian capital market.

REFERENCES:

Barua,Raghunathan and Verma : Portfolio Management , Tata Mc Graw Hill, Delhi.

Clark, James, Francies: Investment management Mc Graw Hill, International Edition, N.Y.

Fabozzi Frank J :Investment Management, Prentice Hall, International Edition, New York.

Fischer D.E and Jordan R.J.: Security Analysis and Portfolio Management , Prentice Hall, Delhi.

Sharpe Willian F. Gordon J.Alexander and J.V BVailly: investments, Prentice Hall, Delhi.

Strong Robert: Portfolio Construction: Management and kProtection, West Publishing Co.,

Sharpe William F: Portfolio Theory and Capital Markets, Mc Graw Hill, New York.

Elton Edwin J. Gumber Martin J : Modern Portfolio Theory and Investment Analysis : John Wiley . NY.

Bjalla V. K-Investment Management, Portfolio Analysis- S Chand, New Delhi.

MFC 3.5 E-COMMERCE

Objective: The objective of this course is to enable students gain knowledge about e-commerce and its various components.

Course Inputs:

UNIT-I Introduction to E-Commerce: Meaning and concept, Electronic commerce versus traditional commerce, Media convergence; E-commerce and e-business, Channels of e-commerce, Business applications of e-commerce, Need for e-commerce, e-commerce as an electronic trading system-special features.

UNIT-II. Business Models of E-Commerce and Infrastructure: E-Commerce models; Supply chain management product and service digitization, remote servicing procurement, Online marketing and advertising, E-Commerce resources and infrastructure, resources and planning for infrastructure

UNIT-III. Business to Consumer E-Commerce: Cataloguing, order planning and order generation, cost estimation and pricing order receipt and accounting, order selection and prioritization order scheduling, order fulfilling and delivery, order billing and payment management, post sales services.

Business to Business E-Commerce: Need and alternative models of B2B e-commerce; Technologies, EDI and paperless trading, EDI architecture, EDI standards, VANs, Costs of EDI infrastructure, features of EDI service arrangement.

UNIT-IV. Security Issues in E-Commerce: Security risks of e-commerce, exposure of resources, types of threats, sources of threats, security tools and risk management approach , e-commerce security and a rational security policy for e-commerce, corporate Digital Library., I>T.Act.2000.

Regulatory and Legal Framework of E.Commerce: Cyber laws-aims and salient provision, cyber-law in India and their limitations, taxation issues in e-commerce.

UNIT-V. Electronic Payment Systems: Special feature required in payment systems for e-commerce; Types of e-payment systems, E-cash and currency servers, e-cheques, credit cards, smart cards. Electronic purses and debit cards. Business issues and economic implications. Operational, credit and legal risks of e-payment systems; Risk management options in e-payment systems; Components of an effective electronic payment system.

REFERENCE:

Agarwala.K.N.and Deeksha Agarwala:Business on the net: What's How's of E-commerce, Macmillan, New Delhi.

Janal D.S: On Line Marketing Hand Book , Van Mostrand Reinhold, New York.

Agarwal K.N and Deeksha Agarwala: Business on the Net : Bridge to the on line storefront: Macmillan, New Delhi.

Cady, Glcc Harrab and Mogregor Pat: Mastering the Internet, BPB Publication , New Delhi.

Diwan Prag and Sunil Sharma: Electronic Commerce- A Manager's Guide to E-Business, Vanity Books International Delhi.

Janal D.S: On-line Marketing Hand Book, Van Nostrand Reinhold, New Yard.

Kosiver David: Understanding Electronics Commerce, Miscrosoft Press, Washington.

Minoli and Minoli Web Commerce Technology Hand Book, Tata McGraw Hill, New Delhi.

Schneider Grey P :AElectronic Commerce, Course Technology, Delhi.

Young , Margaret Levine: The complete reference to Internet. Tata McGraw hill, New Delhi.

O'Brien J : Management Information Systems, Tata Mc Graw Hill, New Delhi.

Deewan Bhusan-E-Commerce- S.Chanda, New Delhi.

Parag Diwan and Sunil Sharma, E-commerce- A managers guide to E-Business, Excel Books , New Delhi.

Bhusan Deewan E-Commerce, Sultan Chand,New Delhi.

MFC 3.6 CORPORATE TAX PLANNING AND MANAGEMENT

Objectives: To provide a conceptual idea about the various provisions of the Income Tax Act related to Corporate Sector and study the implications of these provisions on the tax planning of the companies.

Course Inputs:

UNIT-I. Concept of Tax Planning: Tax Planning for ;different organizations, concept ;of capital, revenue receipt, and expenditure, concept of income , computation of income for corporate form of organization , deductions and exemptions, carry forward and set off losses MAT , Corporate Taxation Policy and Dividend Tax.

UNIT-II. Business Expenditure and Tax Planning: Depreciation and tax planning, capital gains and tax planning.

UNIT-III. Tax Planning for New Industries on the basis of location and nature of business. Tax planning for Amalgamation and Merger.

UNIT-IV. Tax Planning for Foreign Companies: Foreign collaborations, Foreign Technician , Tax Planning for Royalties and Technical Consultancy Tax planning for Holding Companies and Subsidiary Company.

UNIT-V. Administration: Income Tax Authorities, Assessment procedures, tax payment , interest penalties, Search and Seizure, Appeals and Remission TDS PAN Advance payment of Tax.

REFERENCES:

R.N.Lakhotia and Subash-Lakhotia, Tax Planning for non-resident Indians, Vision Books (P) Ltd.

R.N.Lakhotia, 'Corporate Tax Planning' , Vision Books (P)Ltd.

Singhani, V.K.D:Direct Taxes : Law and Practice, Taxman's Publication, Delhi.

Bhagabati Prasad, 'Direct Tax Laws & Practices'

MFC 3.7 TRAINING REPORT AND PRESENTATION-1.

Each student shall undergo summer training for 6-8 weeks at the end of second semester and shall be required to submit a Training Report and present the same in the form of class seminar, at the beginning of the third semester for evaluation each carrying 50 marks,

MFC 4.1 STRATEGIC MANAGEMENT

Objective: The objective of this course is to enhance decision making abilities of students in situation of uncertainty in a dynamic business environment .

Course Inputs:

UNIT-I. Concept of strategy: 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.

Environmental Analysis and Diagnosis: Concept of environment and its components; Environment scanning and appraisal, Organizational appraisal, Strategic advantage analysis and diagnosis, SWOT analysis.

UNIT-II. Strategy Formulation and Choice of Alternatives: Strategies-stability,growth, modernization, 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.

UNIT-III. Functional Strategies: Personnel and financial plans and policies.

Functional Strategies: Personnel and Financial Plans and policies.

UNIT-IV. Strategy Implementation: Inter-relationship between formulation and implementation; Issues in strategy implementation, Resource Allocation.

Strategy and Structure: Structural consideration, structures for strategies . Organizational design and change.

UNIT-V. Strategy Evaluation: Overview of strategic evaluation, Strategic control, Techniques of strategic evaluation and control, problem ion management and evaluation.

Global Issues in Strategic Management.

REFERENCES:

Bhattacharya S.C- Strategic Management- S Chand, New Delhi.

Bhattacharya S.K. and N.Venkataramin: Managing Business Enterprises: Strategies, structures and Systems, Vikas publishing House New Delhi.

Budhiraja S.B. and M.B. Athreya: Cases in Strategic Management Tata Mc Graw Hill, New Delhi.

Christensen. C.Roland, Kenneth R. Andrews, Joseph L. Bower, Richard G. Homermesh, Michael E. Porter, Business Policy, Text and cases, Richard D Jrwin, Inc. Homewood.

Coulter, Mary, K. Strategic Management in Action, Prentice Hall, New Delhi.

David, Fred R. Strategic Management Prentice Hall, New Jersey.

Glueck, William F and Lawrence R, Jauch: Business Policy and Strategic Management, McGraw Hill, International Edition.

H.Lgor, Ansoff, Implementing Strategic Management Prentice Hall, New Jersey.

Kazmi, Azhar, Business Policy, Tata McGraw Hill, Delhi.

Michal, E Portger:
The competitive Advantage of Nations, Macmillan, New Delhi.

MFC 4.2 STRATEGIC FINANCIAL MANAGEMENT

Objective: The objective of this course is to acquaint students with the advanced concepts of financial management and the application of the same in developing financial strategies for the organization.

Course Inputs:

UNIT-I. Financial Policy and Strategic Planning: Changing face of Financial Management, components of financial strategy, Objectives and goals, strategic planning process.

Investment Decisions Under Risk and Uncertainty: Techniques of investment decision-risk adjusted discount rate, certainty equivalent factor, statistical method, sensitivity analysis, corporate strategy and high technology investments. Project Evaluation and Corporate Goal.

UNIT-II. Expansion and Financial Restructuring: Mergers and Amalgamations- Corporate restructuring, types of corporate restructurings- Expansion strategy, Divestment Strategy reason for merger, benefits and cost of merger. Determination of swap ratios, Evaluation of merger proposal.

UNIT-III. Leasing: Meaning, importance, types, tax, Evaluation of lease from the point of view of lesser and lessee, Lessee versus buy decision.

Venture Capital: Concept and developments in India, process and methods of financing, fiscal incentives.

UNIT-IV. Financing Strategy: Hybrid securities namely convertible and non-convertible securities, deep discount bonds, secured premium notes, convertible, preference shares; option financing warrants, convertibles and exchangeable.

Corporate Strategy Financial Policy and shareholder value creation: Linkage between corporate strategy and financial strategy, Implication of capital budgeting, capital budgeting, capital structure and dividend policy on corporate strategy shareholder value creation.

UNIT-V. Managing Financial Risk with Derivatives: Types of corporate risk, Derivative Securities, Hedging risk, Future contracts, Forward contracts, Options swaps, Insurance, Risk Mgt tools and practices, Corporate Governance and Ethical Business Strategy

REFERENCE:

Allen D. An Introduction to Strategic Financial Management, CIMA/Kogan page, London.

Chandra, Parasanna, Financial Management, Tata Mc.Graw Hill, Delhi.

Copeland. T.T Koller and J.Murrin. Valuation Measuring and Managing the value of Companies John Wiley, International Edition, NY.

Copeland T.E and J.D Weston: Financial Theory and Corporate Policy, Addison Westely, NY.

Hamton Jone: Financial Decision Making PHI, New Delhi.

Hull J.C. Options: Futures and other Derivative securities, Prentice Hall of India, Delhi.

Matto, P.K. : Corporation Restructuring: An Indian Perspective Macmillan, New Delhi.

Pandey I.M: Financial Management, Vikas Publications, Delhi.

Smith C.W, C.W Simthson and D.S Wilford: Managing Financial Risk, Harper and Row, NY.

Stewart G.B : The Quest for Value. Harper Collins, London.

Sudarsanm, PS: The Essence of Mergers and Acquisitions Prentice Hall of India, Hall.

Van Home J.,C: Financial Management and Policy, prentice Hall of India New Delhi..

Verma.J.C : Corporate Managers, Amalgamations and Takeovers Bharat Publishing House, New Delhi.

Weston J.F.K.S Chung and S.E Hoag: Mergers, Restructuring and Corporate Control, Prentice Hall, Delhi.

MFC 4.3 INSURANCE MANAGEMENT .

UNIT-I. Concepts and features of Insurance, Types of Insurance, Essential of a valid contract. Fundamental principles of ;Insurance, Socio-economics significance of recent development to Insurance sector, Role of IRDA.

UNIT-II. Fire Insurance –Fundamental principles, procedure, premium, assignment, types of ;fire insurance.

Marine Insurance: Concepts, contract, procedure ;fundamental principles , form and types of policies.

Life Insurance: Fundamental Principles, procedure for taking a policy, kinds of policies, Mortality table, factors entering into calculation of premium (problems).

UNIT-III. Re-insurance: General features, common terms, fiction, features and classification, methods of reinsurance, proportional and non-proportional. Treaty wordings.

UNIT-IV. Insurance Claim. Claim settlement procedure. Claim for loss of stock, claim for loss of profit, conditions ;included ;loss of profit policies (Problems)

Life Insurance: Settlement of claims, Calculation of benefit payable on maturity claims, death claims, adjustment for loans, unpaid premiums and interest, paid up value, surrender value (problems), foreclosure and alterations.

UNIT-V. Risk and Investment Management : Concept types of risks, management and control of risks, techniques of risk management. Investment. Investment Principles, types and legal and social aspect of investment policies of insurance companies.

REFERENCE;

Mishra M.N. Insurance principles & Practice, S.Chand, New Delhi.

Anif Khan: Theory and Practice of Insurance Educational Book House.

Sjar,a R.S, Insurance Principles and practice, Vora, Delhi.

Greene and Trencherman, Risk Insurance, South Western Publishing Co.

Grinder and Beadles, Principles of Insurance,

Palande, Shah & etc. Insurance in India Changing policies & Emerging opportunities, response Books.

Study material of Insurance ;Institute of India , Bombay,

Ganguly Anand' Insurance Act New Age International Publication.

Insurance Law Manual, Taxman, Delhi.

Holyoake Insurance Management, AITBS Publication.

Rejda: Principles of Risk Management and Insurance, Pearson,

Education, New Delhi.

MFC 4.4 MANAGEMENT INFORMATION SYSTEM

Objective: The objective of the course is to develop an understanding of the structure and role of management information systems in business.

Course Inputs:

UNIT-I. Introduction: Concept, evolution and meaning of MIS , Goals of MIS, Information system for competitive advantage; systems approach to problem solving, challenges in the development of MIS , MIS function in an organization.

UNIT-II. Information and Managerial Effectiveness: Information as a corporate resource, pervasiveness of information , type of information-operational, tactical and strategic, levels of management and information needs of management process of generation of information, Quality of information, information systems for finance, marketing, manufacturing, research and development and human resources areas.

UNIT-III. Information Systems: Information systems and their role in business system, changing role of information systems, users of information system .Types of information systems transaction processing systems. MIS decision support systems, executive support system , Enterprise Resource planning (ERP)

system, geographical information system, business expert system, etc. Procurement options and outsourcing information system services.

UNIT-IV. System Development Life Cycle: Sequential process of software development, computer Aided software Engineering (CASE) , Tools and the modular approach to software development information ,system audit.

Development and Management of Data Bases: Relational databases: Data Base management system (DBMS) and their components. Concept of entity and relationships: Data dictionary, SOI, and other related concepts in DBMS, Normalization Process.

UNIT-V. Data Communication and Networking: Uses of computer net works, types of net works, network topologies, Network media and hardware,; Data communication over telephone, Intranets and collaborative processing.

Implementation, Evaluation and Maintenance of System: Methods and steps in implementation of system, Approaches and process of evaluating MIS.

Security Issues

Relating to Information Systems: Threats to information systems, Vulnerability, Risk and control measures.

REFERENCE;

Awad; E.M. System Analysis and Design, Galgotia Publications, New Delhi.

Charles S.Parker: Understanding Networking and the Internet, Dryden Press.

Judith R.Gordon and Steven R Gordon, Information systems: A Management Approach, Dyden Press.

Kumar Muneesh: Business information System , Vikash Publishing House, New Delhi.

Laudon, Kenneth C & Jane P.Laudon, Management Information .

System: Organisation and Technology ,Prentice Hall, New Delhi .

Lichr Paul: Managing Information Systems: A strategic Approach, Dryden Press, Illinois,

Lucas Henry C: Information Technology for Management , McGraw Hill, International Edition.

Murdick Robert G. Joel E Ross and James R Claggett: Information system for Modern Management , Prentice Hall, New Delhi.

O Brien James: Management Information System: A Strategic Approach, Dryden Press, Int. Ed.Illionis.

Gupts AK.-Management Information System- S.Chand, New Delhi.

MFC.4.5. MULTINATIONAL FINANCIAL MANAGEMENT.

Objective: This course offers an understanding of the conceptual framework within which the key financial decisions of multinational firm are analyses.

Course Inputs:

UNIT-I. Multinational Financial Management: Growth and importance of international finance; Types of risk in international finance, Rewards in international finance.

Multinational Working Capital Management: Short-term overseas financing sources; International management of cash, accounts receivables and inventory management.

UNIT-II. Multinational Investment Decisions: Capital Budgeting ;for multinational corporations.

Financing Decision: Cost of capital for foreign investment and designing financial structure.

UNIT-III. International Financing : Equity financing bond , financing, bank financing, direct loans, government and development bank lending.

Political Risk: Measurement of political risk, ;management of political risk, political risk, political risk analysis ;in capital asset pricing, international diversification.

UNIT-IV. Portfolio Investment: Benefits of ;international portfolio investment, spread risk, international capital asset ;pricing , international diversification.

International Tax Management: Corporate taxes, value ;Added Tax (VAT) . Withholding Taxes, duties and tariffs, Branch verses subsidiary taxes, tax havens.

UNIT-V. International Accounting and Reporting: Foreign currency translations. Multinational transfers pricing and performances measurement, consolidated ;financial reporting, inte4rnational accounting standards.

REFERENCE:

- Apte Pg. International Financial Management, Tata Mc.Graw Hill, New Delhi.
 Buckley, Adrian: Multinational Finance, Prentice Hall, New Delhi.
 Eitman D.K. and A.I. Stenehill, Multinational Business Cash Finance, Addison Wesley.
 Henning C.N.W. Piggot and W.H. Scott: International Financial Management, McGraw Hill. Int. Ed., New York.
 Levi. Maurice D. International Finance, McGraw Hill, International Edition.
 Rodriquez R.M and E.E. Carter: International Financial Management Prentice Hall, International Edition.
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MFC 4.6 DERIVATIVES AND RISK MANAGEMENT.

Objective: This course introduces students to the application of various tools and techniques of financial risk management.

Course Inputs.

UNIT-I. Introduction: Meaning and purpose of derivatives. Forward contracts, future contracts, options, swaps and other derivatives, Types of traders, Trading future contracts, specification of the future contracts, operation of margins, settlement and regulations.

Source of Financial Risk: Credit vs market, default risk, foreign exchange risk, interest rate risk, purchasing power risk etc; Systematic and non-systematic risk.

UNIT-II. Options: Types of options, option trading, margins, valuation of options, Binomial Option Pricing Model, Black Scholes model for all options, Valuation of put options, Index options, option market-exchange traded options, over and counter options, quotes, trading, margins, clearing, regulation and taxation, Future prices and spot prices, Forward prices vs future prices. Future vs options.

UNIT-III. Futures: Hedgers and speculation: Future contracts: Future markets-clearing house, margins, trading future positions and taxation; Future prices and spot prices. Forward prices vs future prices. Future vs options.

UNIT-IV. SWAPS: Mechanics of interest rate swaps, valuation of interest rate swaps; Currency swaps and their valuation, Credit risk and swaps.

UNIT-V. Managing Market Risk: Hedging Schemes- delta hedging, theta, gamma, relationship between delta, theta and gamma, vega and rho, portfolio insurance.

REFERENCE:

- Chance. Don M. An introduction to Derivatives, Dryden Press. International Edition.
 Chew, Lilan: Managing derivation risk, John Wiley, New Jersey.
 Dus Satkyajit: Swap & Derivative Financing Parotus.
 Hull J. Option: Futures and other derivatives, Prentice Hall, New Delhi.
 Koib Robert: Financial Derivatives, New York Institute of Finance, New York.
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 Report of Prof. L.C Gupta: Committee on Derivative Trading.
 Report of Prof. J.C Verma: Committee Report on Derivatives Trading.

MFC 4.7. PROJECT REPORT AND VIVA VOCE

Every student shall have an appropriate topic selected for doing project report at the beginning of the third semester and shall submit the same and face a viva voce at the end of fourth semester for evaluation each carrying 50 marks.